



Town of Apple Valley

California

A Better Way of Life



Building for the Future

Adopted Budget

Fiscal Year July 1, 2012—June 30, 2013

Town of Apple Valley

Fiscal Year 2012/13

Adopted Budget

Town Officials

Town Council

Barb Stanton
Mayor

Ginger Coleman
Mayor Pro-Tem



Rick Roelle
Councilman

Scott Nassif
Councilman

A Better Way of Life

Curt Emick
Councilman

Town Staff

Frank Robinson
Town Manager

John Brown, *Town Attorney*

LaVonda Pearson, *CMC, Town Clerk*

Marc Puckett, *Finance Director*

Captain Lana Tomlin, *Chief of Police*

Nikki Salas, *Human Resources Director*

Dennis Cron, *Assistant Town Manager*
Municipal Operations and Contract Services

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Town of Apple Valley

TOWN MANAGER'S BUDGET MESSAGE



July 12, 2012

Honorable Mayor, Members of the Town Council, and Citizens of Apple Valley:

I am pleased to transmit to you the adopted Fiscal Year 2012-13 Operating and Capital Improvement Budget. As adopted, including the transfer to balance the funding of the Parks and Recreation system, this budget represents a balanced budget for the coming fiscal year that continues to provide a high level of service to the community without new or increased taxes. The Town's management team and staff have put together an operating and capital expenditure plan that addresses the Town Council's Vision 2020 priorities within the existing financial constraints to fulfill the service requirements of the people who live, work, and play in our community. The adopted budget demonstrates a sound financial plan for the next twelve months.

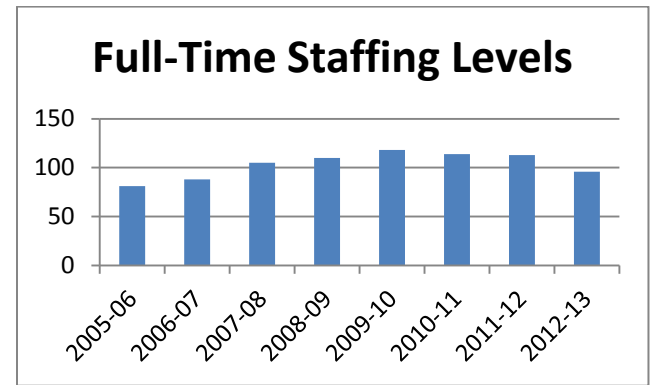
Given the high expectations of Apple Valley residents, businesses and the Town Council, development of the Fiscal Year 2012-13 adopted budget was particularly challenging. The gap between "expectations" and "fiscal reality" has gradually widened over the past several years. When coupled with one of the most significant and far reaching economic downturns since the "Great Depression," the task at hand has been difficult. However, from my professional experience in preparing Operating and Capital budgets for consideration by current and prior Town Councils, I would offer that adverse financial conditions often produce superior plans for managing the public financial resources. I believe this financial plan as adopted is both realistic and responsive.

The objectives used in developing the adopted budget were to submit a balanced budget to the Town Council; to maintain high levels of service to the community; to be prudent and realistic in estimating revenues and to support a Capital Improvement Program focused both on capital maintenance and repair.

As a quick overview, here is the adopted budget as submitted for Fiscal Year 2012-13 for all funds:

ADOPTED BUDGET - ALL FUNDS				
Appropriations/ All Funds	Adopted	Adopted	Increase (Decrease)	
	FY 12-13	FY 11-12	Amount	Percent
Operating Budget	\$ 53,088,446	\$ 64,360,625	\$(11,272,179)	-17.51%
Transfers Out	18,392,905	23,534,946	(5,142,041)	-21.85%
Capital Budget	20,876,070	38,601,274	(17,725,204)	-45.92%
Total	\$ 92,357,421	\$ 126,496,845	\$(34,139,424)	-26.99%

Management Staff were directed to maintain or reduce current staffing levels when submitting their budget proposals. Below is a graph that illustrates the staffing levels for full-time positions over the last 8 years.



SERVICES PROVIDED BY THE TOWN

The citizens of Apple Valley continue to enjoy an outstanding level of service provided by the Town paid for by local tax dollars: police; recreation programs for the youth, adults and seniors; parks maintenance; street maintenance; transportation; engineering; building safety; street sweeping; housing; planning and development; code enforcement; animal control; and general government. The General Fund is the major funding source for all services. Therefore, the budget discussion herein focuses primarily on the General Fund, as highlighted in the Financial Summaries section following the Budget Message.

The adopted budget again represents a significant departure from the format of prior budget submissions to the Town Council. This year, at my direction, staff is continuing what will be a multi-year process to increase transparency and understandability of the budget document. You will notice that the budget document now includes new sections.

Among these new sections are budget overview, financial summaries, fund summaries, capital improvement program sections and a supplemental information section. Within each section are a number of additional documents and schedules that are intended to increase the transparency of the budget process and provide a clear picture of the Town's spending plan for the next fiscal year.

GENERAL FUND ADOPTED BUDGET

The total adopted General Fund budget is \$23.5 million, a decrease of \$300,000 over the adopted budget in FY 11-12. This net decrease resulted from the various budget reduction strategies necessary to eliminate the structural imbalance that has existed in the General Fund in previous years. Major expenditure reduction strategies included in the adopted budget are discussed herein.

The table below is a summary of the total resources and requirements for the adopted FY 12-13 General Fund budget:

General Fund Summary	
Estimated Revenues	\$ 18,121,010
Transfers In	<u>5,287,299</u>
Total Resources	\$ 23,408,309
Adopted Budget	23,214,010
Approp. To Fund Balance	<u>194,299</u>
Balance	<u>\$ -</u>
<i>* Accounted for in the General Fund</i>	

A thorough review of the details of the adopted budget was presented to Council and discussed at length during your scheduled budget workshops.

The discussions at the budget workshops focused primarily on the proposed budget balancing strategies and the alternative budget balancing strategies presented for Council's consideration in order to determine what adjustments, if any, were necessary to the proposed budget document as submitted. These adjustments are summarized herein and the fund totals and proposed departmental appropriations have been adjusted accordingly in the adopted budget document.

Due to the budgetary pressures existing in the General Fund, Council acknowledged the need to implement a series of budget strategies in the near term to reduce spending even further than the budget

reduction measures implemented in the prior fiscal year. Also, Council acknowledged the importance of performing a full review of the Town's revenue structure and the need to consider new sources of funding to support existing service delivery and any new programs or services that may be contemplated in the future.

Implementations of additional budget balancing reductions were necessary as a result of the loss of Redevelopment Agency tax increment funding and its resultant direct impact upon the General Fund.

At the beginning of the FY 12-13 budget development process, an \$800,000 structural budget gap existed in the General Fund which was carried over from the FY 11-12 budget year. This gap increased by \$900,000 due to the loss of funding from the RDA to reimburse the General Fund for administrative costs provided to the RDA in the current and prior fiscal years. The budget gap increased further by an additional \$109,000 as a result of the State taking Motor Vehicle In-Lieu Tax subventions away from local government and diverting those funds to help offset the State's budget deficits. The gap widened even further due to a \$600,000 proposed increase in the Sheriff's contract with the Town for police services. In addition, all remaining accounts increased by about \$400,000 due to normal inflationary increases such as increased utility costs for water and electricity, benefit cost increases, and merit wage step increases given to employees. All told, after the budget impacts listed above were taken into account, the current funding gap had increased to \$2.8 million.

Working with staff from every department, a spending plan was proposed which addressed the funding gap through utilization of a variety of on-going and one time budget balancing strategies. A summary of some of the strategies (budget savings represented are across all funds) is listed below:

- Sales tax revenue estimates were increased by \$260,000 due to the improving economy.
- Proposed contract with the County to provide animal services - \$270,000
- Increased Animal Shelter budget by \$128,000
- Obtained COPS grant - \$90,000
- Proposed billing VVEDA and MDMIWM JPA for staff support services- \$111,000
- Sale of Town Property - \$450,000
- Building and Safety revenues - \$170,000

- Franchise fee revenues - \$300,000
- Parks Maintenance concessions - \$485,000
- 4% Employee contribution to CalPERS - \$158,000
- Reduced staffing by 14 FTE positions across all departments - \$300,000 General Fund savings (\$900,000 across all funds) through early retirement incentive and reductions in force.
- Implemented PARS program for part-time employees - \$17,000
- Eliminated PIO Citizen Survey - \$23,000
- Deferred Human Resources salary survey and software - \$37,000
- Eliminated I.T. hardware/software - \$53,000
- Adopted two-tier retirement formula for future new-hires
- Various other adjustments to line accounts - \$93,000 net.

These adopted budget balancing strategies include approximately \$1,965,000 in on-going solutions and \$600,000 in one-time solutions as submitted to Council. After consideration of the sum total of the budget strategies listed above, the remaining General Fund structural budget gap was \$265,895.

In addition to the budget balancing strategies proposed herein, the Sheriff's department had submitted a proposal to save \$240,000 annually which, as adopted, can be accomplished without impacting service delivery. Also, the Fire Authority had submitted a proposal to reduce emergency preparedness funding by \$42,000. Sheriff Captain Tomlin and Fire Chief Bishop presented these proposals during the budget hearings and the proposals were ultimately adopted by Council.

FINANCIAL OUTLOOK

Apple Valley's economy is beginning to show clear signs that an economic recovery is well under way. Sales tax revenues, which are a good measure of the volume of retail sales activity, have been up each quarter for the past seven quarters based on a year-over-year comparison. Further, per local realtors, the inventory of housing available for sale is limited and multiple offers for homes available for sale is becoming commonplace. This increased real estate activity is a clear sign of market demand and pricing pressures that will cause home prices to rise in the near future. However, property tax revenues typically lag market activity by about 18 months. For the next year, most revenue sources are projected to remain

flat, with only sales tax revenue estimates increasing as a result of the measurable retail sales activity occurring over the last seven calendar quarters. However, even as the economy continues to rebound, it is important to note that the cost of services provided to the community continues to rise at a rate greater than the Town's revenue growth. As with consumers and businesses alike, the Town is facing higher fuel costs, utility costs, insurance premium costs and material costs. The combination of flat revenues and increasing costs of operation is cause for keeping a very close watch on budgetary performance over the course of the fiscal year.

While the passage of Proposition 1A has provided some fiscal stability to local agencies, the State's continuing budget dilemma has all Cities and Towns focused on the State's budget deliberations. Cities and Towns must remain vigilant to ensure that the State will not be accessing local revenues yet again in the coming year. Any additional takeaways from the State will have a direct effect on the Town's budget and its ability to continue to provide the same level of service to the community.

The Town's cash flow position remains healthy. However, any further expansion of programs and services or increases in the Town's commitment to capital improvements in the community will necessitate additional revenues to fund those initiatives. The Town cannot accomplish any expansion of programs and services strictly by economizing, cutting support personnel, contracting for services, and utilizing other "right sizing" tools to cut costs in other areas. These tools have been in place since the Town's inception and have become a "way of life" for Town operations. However, they cannot support the addition of more programs, more services and most especially the addition of more Town personnel.

APPROPRIATIONS LIMIT

Since the addition of Article XIII-B to the Constitution of California in November 1979, the Town has been required to annually establish an Appropriations Limit. The ideology behind establishing an annual appropriation limit is that if an agency's ability to spend tax proceeds each year is controlled, then the growth in tax revenues can be systematically and incrementally managed to lessen the impact or tax burden upon taxpayers throughout the State.

In June 1990, Article XIII-B and its implementing legislation Chapter 1205/80 were modified by Proposition 111 and SB 88. The modifications

changed the annual adjustment factors for determining the Appropriations Limit. Beginning with the calculation of the Appropriations Limit for FY 90-91, the Town may choose one of the following factors to use for inflationary adjustment:

- The growth in California per capita income; or
- The growth in the non-residential assessed valuation due to new construction within the Town.

In addition, the Town may choose to use either the population growth of the Town or the population growth within the County. These two adjustment factors, one for inflation and one for population, are both annual elections for the Town in determining its Appropriations Limit.

Below is the calculation of the Town's Adopted Appropriations Limit for FY 12-13:

Step 1 - Appropriations Limit for FY 11-12	\$	28,528,249
Step 2 - Multiply the FY 11-12 Appropriations Limit by the cumulative growth factors for San Bernardino County		1.0467
Appropriations Limit FY 12-13	\$	<u>29,861,089</u>

The estimated proceeds from general tax revenues in FY 12-13 equal \$14,795,000, which is \$15,065,518 or 50.45% under the limit.

SUMMARY

The adopted Fiscal Year 2012-13 Operating and Capital Improvement budget continues to support a high level of service that the citizens of Apple Valley are accustomed to expect. It also represents a balanced financial plan, using a reduced level of available fund balance. Adequate reserves have been set aside for contingencies, including amounts to meet unforeseen emergencies.

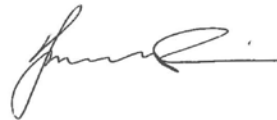
The adopted budget represents a balanced plan designed to ensure that Apple Valley remains an outstanding place to live, work and play. Furthermore, I believe this plan reflects a majority of your priorities, as well as the priorities of the community, within the Town's existing financial resources. However, should the Town Council and the community desire additional/expanded programs

and services or additional Capital Projects, it will be necessary to identify exactly what existing programs and services or Capital Projects funded in a similar fashion can be eliminated from the budget. The Town is not in the position – at any point in time throughout the fiscal year absent a major upward shift in the economy – to add expenses without corresponding reductions. This must apply to everyone if we are to successfully work together to implement this budget.

ACKNOWLEDGEMENT

The annual development of the adopted budget takes an enormous amount of staff time and efforts, and has to be completed within a compressed timeline. I sincerely appreciate the efforts of the Assistant Town Managers, Department Directors, Division Managers, and other departmental staff for their contributions. Special recognition is extended to the Finance team and Public Information staff for their contributions. I thank the Town Council for their continued support in making Apple Valley a financially stable and well-balanced community.

Respectfully submitted,



Frank Robinson
Town Manager

Town of Apple Valley

Fiscal Year 2012-2013 Proposed Budget

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Town of Apple Valley

RESOLUTION NO. 2012-32

RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF APPLE VALLEY, CALIFORNIA APPROVING A BUDGET APPROPRIATION AND ADOPTING THE BUDGET, INCLUDING THE OPERATING AND CAPITAL IMPROVEMENT BUDGET FOR FISCAL YEAR 2012-13

WHEREAS, the Town has been notified of funding for Capital Projects by the State and by San Bernardino Association of Governments, the following represents current funding levels and adjustments as necessary, and

WHEREAS, the Town Manager and Director of Finance have heretofore submitted to the Town Council a proposed budget for the Town for Fiscal Year 2012-13, as the same may have been revised by the Town Council, a copy of which is attached, and copies of which are in the possession of and in the office of the Town Clerk and the Director of Finance; and

WHEREAS, the said proposed budget contains estimates of the services, activities and projects comprising the budget, and contains expenditure requirements and the resources available to the Town; and

WHEREAS, the appropriations limit for the Town for Fiscal Year 2012-13 is \$29,860,518 (Twenty Nine Million Eight Hundred Sixty Thousand Five Hundred Eighteen Dollars), and the total annual tax revenues subject to such limitation for Fiscal Year 2012-13 are estimated to be \$14,795,000; and

WHEREAS, the Town Council has made such revisions to the proposed budget as appears to be desirable; and

WHEREAS, the proposed budget, as herein approved, will enable the Town Council to make adequate financial plans and will ensure that Town officers can administer their respective functions in accordance with such plans,

NOW THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF APPLE VALLEY AS FOLLOWS:

SECTION 1: That the appropriation-expenditure budgeting system is hereby adopted. The system consists of:

- A. Present Personnel Policies and Procedures, including salary schedules and benefits, except as hereinafter changed by resolution or ordinance of the Town Council.
- B. An appropriation-expenditure system which will show budgetary categories by department.
- C. The system mentioned above will apply to Operating and Capital Improvement Budget expenditures as intended for use in Fiscal Year 2012-13.
- D. The Town Manager is authorized to transfer Operating Budget Appropriation Balances between functions and/or programs when he deems it necessary to do so.
- E. Budget system assumes existing service levels; Council approval will be required for any significant changes involving increased or decreased service levels.

- F. The Director of Finance shall be responsible for constant monitoring of the budget and shall establish and implement appropriate control mechanisms necessary for said purpose, after approval of the Town Manager.
- G. A monthly report shall be prepared by each department and/or project indicating any changes in service levels and the progress each entity has achieved or failed to achieve and the reasons for said status, if they have not obtained results. Each manager shall be accountable for achieving results of his/her organization unit based upon the objectives set for each unit by the Town Manager and Town Council and shall be evaluated as to their performance in an annual performance appraisal conducted by the Town Manager.
- H. A deflator procedure, to be administered by the Town Manager, is hereby established for reducing appropriations in the event that projected revenues are reduced due to a reduction in the State subventions or other revenues that may fluctuate downward due to changes in economic conditions. For Fiscal Year 2012-13, the amount of Total Operating and Capital Budget Appropriations shall be reduced, as determined by the Town Manager based on his assessment of total Town needs.
- I. A monthly status report will be provided to the Town Council reflecting budget, year-to-date expenditures, and percentage used by each department and fund of the Town.

SECTION 2: The proposed budget for the Town of Apple Valley for the Fiscal Year 2012-13 is hereby approved and adopted, and the amounts of proposed expenditures as specified are appropriated for the budget programs and units as herein specified.

- A. The 2012-13 Operating and Capital Improvement Budget programs are hereby adopted, establishing the following expenditure levels:

<u>DEPARTMENT</u>	<u>2012-13 ADOPTED BUDGET</u>
1. Town Council	\$ 184,715
2. Town Attorney	464,000
3. Town Manager	438,696
4. Finance	1,007,851
5. Town Clerk	388,565
6. Public Information	431,199
7. Human Resources	340,900
8. Information Systems	480,034
9. General Government	1,464,712
10. Public Facilities	2,390,910
11. Public Safety/Police	11,160,976
12. Emergency Preparedness	25,275
13. Animal Control Services	1,714,127
14. Public Services	460,628
15. Code Enforcement	916,320
16. Building & Safety	188,465
17. Engineering Service	350,600
18. Planning Services	727,203
19. Economic Development	78,834
20. Street Maintenance Fund (Gas Tax)	1,927,213
21. Local Transportation Fund	275,394
22. Measure I	3,922,500

23. Air Pollution Control	47,320
24. CDBG	581,334
25. NSP3	1,382,226
26. Apple Valley Home	697,773
27. Victorville Home	298,112
28. Cal Home	900,000
29. Parks & Recreation	3,272,598
30. Police Grants	295,497
31. Assessment District LL	160,250
32. Capital Improvement TIF Fund	13,530,000
33. Storm Drains	400,000
34. Project Manager Grants	782,609
35. Waste Management Fund	10,624,554
36. Wastewater Enterprise Fund	8,629,976
37. Apple Valley Golf Course	1,178,400
38. Debt Service Funds	1,615,100
39. Redevelopment Agency	<u>18,622,555</u>

TOTAL OPERATING & CAPITAL EXPENDITURES **\$92,357,421**

B. Operating and Capital Budget Revenues are hereby adopted establishing a revenue base by which Town Expenditures will be measured:

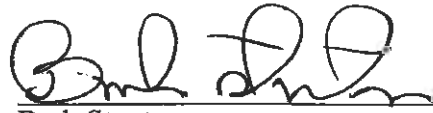
1. General Fund	\$23,408,309
2. Street Maintenance Funds (Gas Tax)	2,105,407
3. Transportation Fund	275,394
4. Measure I	1,756,325
5. Air Pollution Control	47,410
6. CDBG	581,334
7. NSP3	1,382,226
8. Apple Valley Home	697,773
9. Victorville Home	298,112
10. Cal Home	900,000
11. Parks & Recreation	3,272,598
12. Quimby	10,500
13. Police Grants	295,497
14. Assessment District LL	325,200
15. Capital Improvement Projects Funds	13,992,309
16. Waste Management Fund	10,921,500
17. Wastewater Enterprise Fund	4,293,500
18. Apple Valley Golf Course	861,600
19. Debt Service Fund	1,615,100
20. Redevelopment Agency	<u>6,222,555</u>

TOTAL OPERATING AND CAPITAL REVENUES **\$73,262,649**

SECTION 3: Pursuant to Section 53901 of the California Government Code, within 60 days after the adoption hereof, the Town Clerk shall file a copy of this resolution with the Auditor of the County of San Bernardino.


SECTION 4: Within fifteen days after the adoption of this resolution, the Town Clerk shall certify to the adoption hereof and, as so certified, cause a copy to be posted in at least three public places within the boundaries of the Town.

APPROVED and **ADOPTED** this 12th day of June, 2012 by the Town Council of the Town of Apple Valley.



Barb Stanton
Mayor

ATTEST:



La Vonda McPearson Town Clerk

RESOLUTION NO. 2012- 28

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF
APPLE VALLEY ESTABLISHING THE 2012-13 FISCAL YEAR
APPROPRIATION LIMIT FOR THE TOWN OF APPLE VALLEY**

WHEREAS, Article XIII B of the California Constitution and Section 7910 of the California Government Code require that each year the Town of Apple Valley shall, by resolution, establish an appropriations limit for the Town for the following fiscal year; and

WHEREAS, the Assistant Town Manager of the Town has heretofore prepared and submitted data and documentation required for and to be used in the determination of an appropriations limit for the Town for Fiscal Year 2012-13 and such data and documentation has been available to the public for at least fifteen days prior to adoption of this Resolution; and

WHEREAS, the Town of Apple Valley established its 2011-12 Fiscal Year Appropriation Limit of \$28,528,249 (Twenty Eight Million, Five Hundred Twenty Eight Thousand, Four Hundred Twenty Nine Dollars) and

Whereas, to the best of the Town's knowledge and belief the State Department of Finance figures reflect the following statistics relevant to the calculation of the Fiscal Year 2012-13 Appropriation Limit:

Per Capita Personal Income Change for Fiscal Year 2012-13: 3.77%

Population Adjustment for 2011: .87%

NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF APPLE VALLEY AS FOLLOWS:

Section 1. Based on the foregoing figures and the provisions of Article XIII B of the Constitution of the State of California, the following figure accurately represents the Fiscal Year 2012-13 Appropriation Limit of the Town of Apple Valley to be \$29,861,317 (and said sum is hereby determined and established as the appropriation limit for the Town of Apple Valley for Fiscal Year 2012-13).

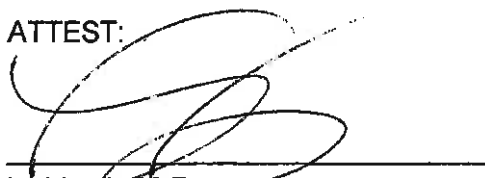
Section 2. The Town Clerk shall certify to the passage of the Resolution.

APPROVED and **ADOPTED** this 12th day of June, 2012 by the Town Council of the Town of Apple Valley.



Barb Stanton
Mayor

ATTEST:



La Vonda M. Pearson
Town Clerk

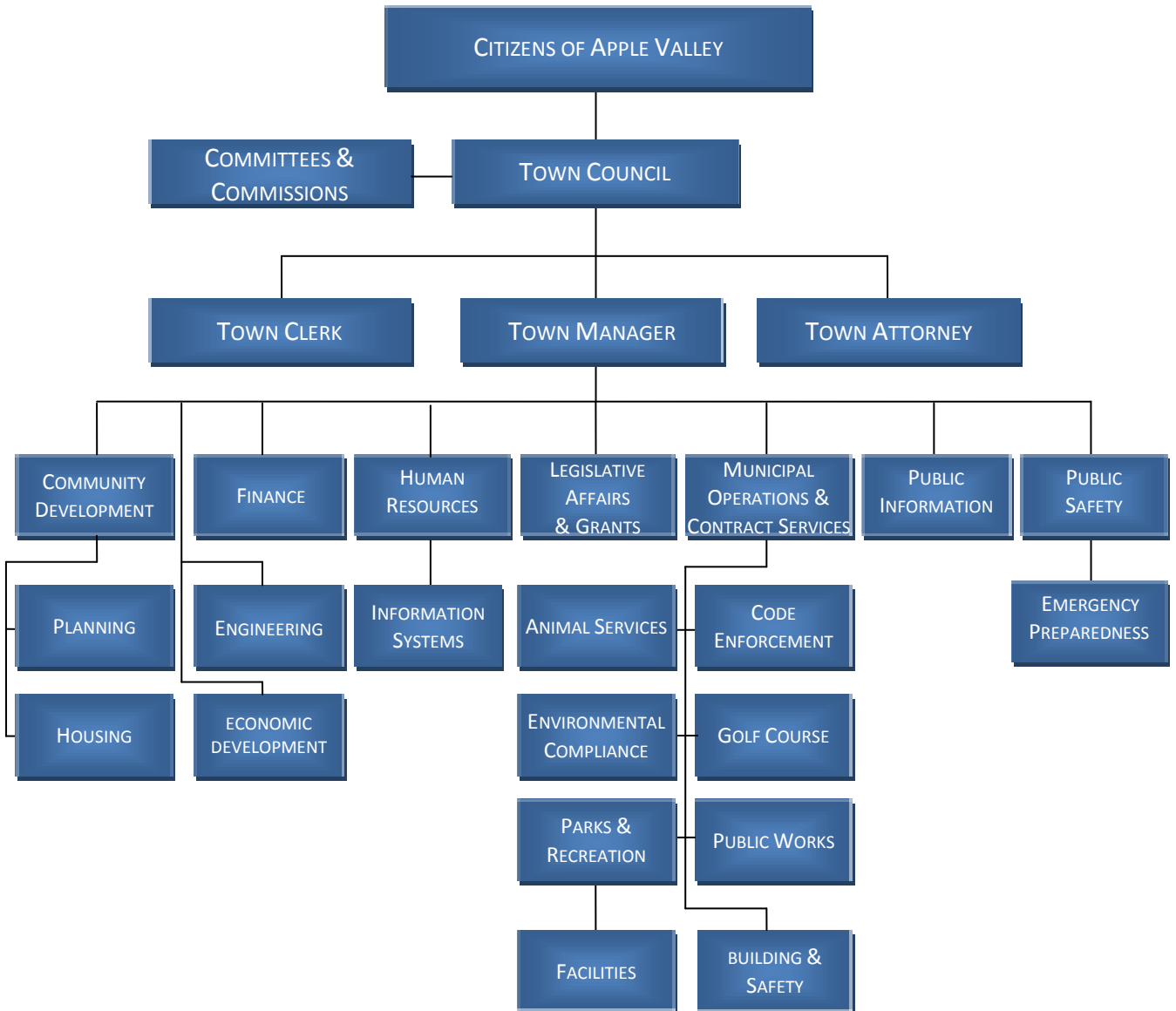
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Town of Apple Valley

Town of Apple Valley ORGANIZATIONAL CHART

Fiscal Year 2012-2013



A HISTORY OF APPLE VALLEY



Newton Bass and Bud Westlund, circa 1946

While Apple Valley became an official Town when residents voted for incorporation in 1988, the Town's history goes back much further. Local historians have found signs of Serrano Indian camps along the Mojave River in Apple Valley. They were already here when Father Francisco Garces arrived in 1776, as he established the Spanish missions throughout California. In the late 1800s, the Paiute Indians also migrated to this area. The Mojave River Trail hosted trappers, gold prospectors, pack mules and Mormon wagon trains—over 13,000 people passed through here between 1849 and 1859. It was in 1860 that the first cabin was built in Apple Valley by Silas Cox, and the first road was cut the following year.

Contrary to what the Town's name may suggest, there aren't any apple orchards in Apple Valley. There are many stories as to how Apple Valley acquired its name. According to the late Mary Hampton, a local historian, the name arose from the abundance of apple orchards that existed here in the 1920s. Some say the name “Apple Valley” originated from The Appleton Land Company that was based in this area in the early 1900s. Ursula Poates, one of the first settlers in the area, is credited with saying, “There were some apples being raised along the river in those early days, but not by the ton, so I just cut it down and called it Apple Valley!” By 1920, apples were being grown by the ton at award-winning orchards. Unfortunately, with the Great Depression and the cost of pumping water for irrigation, the orchards died off in the 1930s.

With a pleasant climate and lots of land, many types of ranches were built in the area. They touted the dry desert air as a cure for ailments of all sorts, including tuberculosis and asthma. Other ranches provided a haven for shell-shock victims of World War I, while still others developed into guest ranches. People would come to Apple Valley to enjoy the western lifestyle where they could ride horses, attend rodeos and just get away from the big city.

The modern founders of Apple Valley were Newton T. Bass and B.J. “Bud” Westlund, who were partners in the oil and gas industry in Long Beach, CA. Westlund and Bass formed the Apple Valley Ranchos Land Co. in 1946 and marketed the area as a destination resort and quality residential community - “The Golden Land of Apple Valley”. They built the Apple Valley Inn and Hilltop House, and invited famous celebrities of Hollywood to come visit. Within ten years there were banks, churches and a school, along with a golf course, hospital and 180 businesses.

Today, the Town is home to 70,000 residents. Apple Valley has emerged as a leader in advanced health care systems, spanning the gamut from pediatric services to radiology, with St. Mary Medical Center as the hub of state-of-the-art medical services. Lifestyle is unique in Apple Valley ranging from affordable housing for the first-time buyer, to affordable equestrian estates and executive manors. A 1,400-acre master planned retirement community offers a wide range of senior housing. Clean air, low crime rates, and open spaces permits Apple Valley to be the land of opportunity for those who are seeking a better place to live, work and play.

BUDGET GUIDE

The purpose of the Town of Apple Valley's budget is to serve as a "blueprint" for providing Town services and as a working financial plan for the fiscal year. It also represents the official organizational plan by which, Town policies, priorities, and programs are implemented. It provides the means to communicate to the residents, businesses, and employees how the Town's financial sources are used to provide services to the community. The budget includes both the operating costs to manage the Town and the capital improvement projects that the Town plans to undertake during the fiscal year.

The budget is organized by fund, by department, by division, and by account. A fund is defined as a fiscal accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and balances, which are segregated for the purpose of carrying on specific activities in accordance with special regulations, restrictions, or limitations. A department (e.g., Municipal Operations Department) is an organizational unit with divisions (e.g., Animal Services) and within each division is a specific program (e.g., Animal Shelter). "Line" accounts provide the details of the type of expenditure that each department/division spends – e.g., salaries, benefits, supplies, and so forth.

After the proposed budget is submitted by the Town Manager to the Town Council in May, budget study sessions are held in mid to late May or early June followed by a public hearing at the Council meeting prior to its consideration for adoption. The intent is to adopt the budget by the second Council meeting in June.

Budget Message: This section includes the Town Manager's transmittal letter to the Town Council and describes what is in the budget, including budget issues and policies that lead to the development of the budget.

Budget Overview: This section provides a summarized narrative of the budget highlights; explanation on variances both on revenues and expenditures; and other pertinent data about the budget.

General Information: This section includes the Budget Guide; describes the budget process; and provides the description of each fund. The funds are listed by fund type: Governmental Funds (include the General Fund, Special Revenue Funds, Capital Projects Funds, and Debt Service Funds); and Proprietary Funds (include the Internal Service Funds).

Summaries of Financial Data: This section provides a variety of financial analyses such as the beginning and ending fund balances; pie charts of resources and appropriations; multi-year budget comparisons by fund/by expenditure/by category/by program; revenue details/narratives with historical trends; summary of personnel changes by department; a listing of approved fixed assets, new and replacement vehicles, and building modifications and maintenance projects for the fiscal year.

Departmental Details: This section divides the document by department. It starts with the Town Council. The reader will find an organization chart; multi-year personnel summary; a narrative of the department describing each division and each program within that department; the accomplishments for the prior year; the objectives for the coming year; and measurements of how the department achieves its objectives from year to year. This section also provides the financial data of each department including multi-year comparisons of expenditures sorted in many ways – by division, by expenditure category, by funding source, by account, and by program. The last department is the "Non-Departmental" which is not an actual department with staff. It is merely a cost center to house expenditures such as debt service payments and transfers outs, which are not attributed to a specific department.

Capital Improvement Program: This section provides a summary of the capital improvement projects planned for the year including their descriptions, funding sources, and the estimated cost of each project. The reader will also find what is called a Capital Improvement Project form, which provides details about each project; and finally, a schedule of the Five-Year Capital Improvement Program and a schedule of the Capital Improvement Program by funding source.

BUDGET GUIDE

Property and Business Improvement District (PBID): The PBID budget is presented for informational purposes only. PBID is a separate legal entity and is not a component unit of the Town. It is a separate legal entity consisting of businesses within the District. The Town of Apple Valley's staff provides staff support services to the PBID by accounting for the billing and collection of assessments received and expenditures made within the District.

Appendix: This is the final section of the budget document which includes a brief history of the Town; miscellaneous statistics (such as date of incorporation, form of government, population, etc.); community profile (provides demographics information, among other things); financial policies; a glossary of budget terms; a listing of acronyms used throughout the budget document; and a various statistical data about the Town's debt obligations.

BUDGET PROCESS

The Town's budget process begins in December with a kick-off meeting between Finance department staff and departmental budget liaisons. The Town Manager outlines the goals and directives for the development of the coming year's budget. Finance staff distributes the budget calendar, instruction manuals, forms, and budget worksheets to the departments. Municipal Operations department staff coordinates the departmental building modification and vehicle replacement requests. Engineering department staff coordinates the capital improvement project requests.

After each department submits their budget departmental budget requests, Finance compiles the data and calculates the total amount requested including estimated revenues and projected fund balances for each fund with budgetary activity. The Town Manager holds departmental budget hearings. Subsequently, the Town Manager makes his recommendations and Finance prepares the proposed budget document. The Town Manager transmits the proposed budget to Town Council. The Council conducts budget study sessions; sets a public hearing; and, adopts the budget prior to the beginning of the fiscal year.

After the budget is adopted, Finance staff integrates the budgetary data into the Town's accounting system and reconciles budgeted labor distributions with actual payroll charges during the year. Staff issues the adopted budget document and submits it for both the national and the state distinguished budget presentation awards programs. Month-end reports are distributed to the departments to monitor budget performance throughout the year.

Capital Improvement Projects Budget Process: The Town maintains a rolling Five-Year Capital Improvement Program (CIP). In October-November each year, the Engineering Department solicits proposals from the other Town departments for inclusion in the coming year's capital improvement projects budget. Around the same time, the Finance Department provides the Engineering Department the estimated fund balances available for appropriation for CIP. These fund balances usually come from Special Revenues Funds and Capital Projects Funds. Both these fund types are earmarked for specific uses. If and when the General Fund provides funding for CIP, cash is transferred to the specific Capital Project Fund where the project will reside.

Engineering staff then prepares the Capital Improvement Project form, which provides detailed information about the proposed capital improvement project. Typically, a project costing \$25,000 or more (with some exceptions depending on the type of project) is categorized as a capital improvement project. Others, costing less, could be included in what the Town calls Building Modification projects. These are the routine maintenance and/or repairs of Town buildings and facilities.

During the departmental budget hearings, the Town Manager and staff conduct a "walkthrough" of the various proposed projects. After the Town Manager's evaluation of what will be included in the proposed budget, the CIP is reviewed to determine if the projects conform to the General Plan. The proposed CIPs relating to parks are reviewed to determine if the Parks projects conform to the Master Plan of Parks & Recreation.

User Fees & Charges: As part of the budget cycle, the Town updates its fees and charges, usually, simultaneous with adoption of the budget. The Town uses, to some extent, a cost allocation method for administrative and overhead charges as part of the calculation. Administrative costs are based on staff's salaries and benefits which are allocated on a pro-rata basis; overhead charges are for maintenance and operations costs which are also allocated in the same manner. Both these charges are added to the cost of personnel who are directly involved in the activity for which a fee is charged, which is determined by the time spent on that activity multiplied by the hourly rate for salaries and benefits. The Town Council conducts a public hearing before adopting the new fees.

Budget amendments: Supplemental appropriations, when required during the fiscal year, require approval by the Town Council. Budget changes within each department or between accounts are approved by the Town Manager and Director of Finance.

Basis of budgeting: The Town uses the modified accrual basis in budgeting governmental funds. This means that obligations of the Town, including outstanding purchase orders, are budgeted as expenses and revenues are recognized when they are both measurable and available to fund current expenditures.

BUDGET PROCESS

The Town has three enterprise funds. For enterprise funds, the budget is prepared on a full accrual basis. This means expenses are recognized when incurred and revenues are recognized when due the Town. Depreciation expense is not included in budgeting for enterprise funds but the full purchase price of equipment is included in the budget.

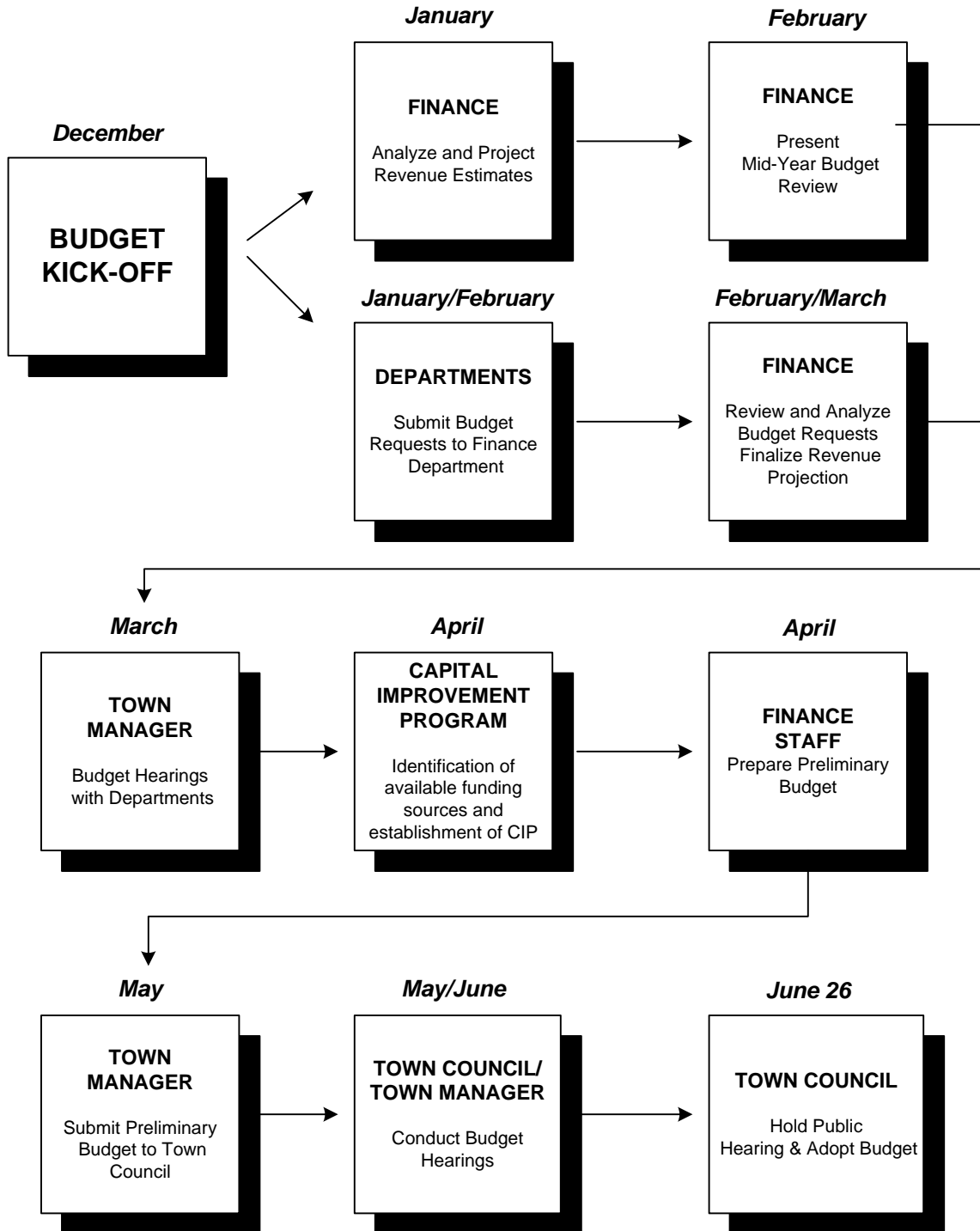
Basis of accounting: The Town uses the modified accrual basis of accounting for governmental funds. Revenues are recorded when measurable and available to fund current expenditures. Expenditures are recorded when the services are substantially performed or the goods have been received and the liabilities have been incurred. The Town's enterprise funds use the full accrual basis of accounting; revenues are recorded when earned and expenses are recorded when incurred.

Budgetary control is maintained at the department level within each fund. The Town also maintains an encumbrance accounting system budgetary control. Estimated purchase amounts are encumbered prior to the release of purchase orders to vendors. At fiscal year end, all operating budget appropriations lapse. Open encumbrances are reported as reservations of fund balances at fiscal year-end.

Budgetary data: Annual budgets are legally adopted for all funds on a basis consistent with generally accepted accounting principles.

The following Flow Chart describes the Town's annual budget process.

**TOWN OF APPLE VALLEY
BUDGET PROCESS
FLOW CHART
FISCAL YEAR 2012-2013**



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Town of Apple Valley

DESCRIPTION OF FUNDS & FUND TYPES

GOVERNMENTAL FUNDS

Governmental funds are used to account for most, if not all, of a government's tax-supported activities. The general fund, special revenues funds, debt service funds, and capital projects funds are considered governmental funds.

GENERAL FUND

GENERAL FUND - 1001: The General Fund is the primary operating fund of the Town. All general tax revenues and other receipts that are not allocated by law or contractual agreement to some other fund are accounted for in this fund. It accounts for all financial resources of the general government, except those required to be accounted for and reported in another fund.

SPECIAL REVENUE FUNDS

Special Revenue Funds are used to account for proceeds of specific sources (other than for major capital projects) that are legally restricted to expenditure for specified purposes.

GAS TAX FUND – 2010: This fund accounts for the receipts and expenditures of money apportioned by the State Highway Code sections' 2105, 2106, 2107 and 2107.5. Gas tax monies can only be used to construct and maintain streets and highways.

ARTICLE 8 FUND - 2015: This fund accounts for the revenues and expenditures of the Town's share of Article 8 monies which are restricted in use for transit or street repair projects/activities.

PARKS AND RECREATION FUND - 2510: This fund accounts for all revenues, including property tax revenues, and expenditures of the Apple Valley Parks and Recreation Department (formerly Recreation and Parks District) that are required to be separately maintained in accordance with the provisions of California Government Code Section 57642.

LOW/MODERATE HOUSING FUND – 2710/2720: This accounts for the 20% set aside of tax increment revenue received from the Redevelopment Agency project area and restricted for low/moderate income housing.

RDA DEBT SERVICE FUND – 3010/3020: This fund accounts for and reports financial resources committed, restricted or assigned for the payment of advances from the Town to the Redevelopment Agency and other Agency debt.

STREET MAINTENANCE FUND – : This fund accounts for the revenues and expenditures of the Town's proportionate share of gas tax monies collected by the State of California which are restricted for street maintenance and repairs.

COMMUNITY DEVELOPMENT BLOCK GRANT FUND – 2120: This fund accounts for revenues received from the Department of Housing and Urban Development (HUD) which are to be expended for approved Federal Housing and Community Development Act projects. These revenues must be expended to accomplish one of the following objectives: elimination of slum or blight, benefit low and moderate income persons, or to meet certain urgent community development needs.

AIR POLLUTION CONTROL DISTRICT FUND – 2040: This fund accounts for monies received from the Air Pollution Control District which are used to improve air quality.

NEIGHBORHOOD STABILIZATION PROGRAM FUND – 2130/2131: This fund accounts for revenues received from a special CDBG allocation that addresses the problem of abandoned and foreclosed homes.

DESCRIPTION OF FUNDS & FUND TYPES

ASSESSMENT DISTRICT LL FUND – 2810: This fund accounts for the revenues and expenditures of Assessment District L-1 which provides landscaping and right-of-way maintenance in accordance with the homeowners' agreement.

HOME FUND – : This fund accounts for revenue received from the Department of Housing and Urban Development for assisting low and moderate income individuals to purchase homes.

PROP 1B FUND – 2035: This fund accounts for the revenues and expenditures associated with the Town's share of Prop 1B funds.

ADDI DOWN PAYMENT ASSISTANCE FUND – 2340: This fund accounts for funds received from the California Department of Housing and Community Development for down payment assistance loans given to homeowners.

HELP DOWN PAYMENT ASSISTANCE FUND – : This fund accounts for down payment assistance loans made out to homeowners funded through the California Housing Finance Authority.

QUIMBY FEES FUND – 2520: This fund accounts for revenues received from developers and restricted for the development of parks.

FEMA/OES FUND – 2910: This fund accounts for FEMA expenditures and reimbursements.

HCD STATE PROGRAM INCOME FUND – 2210: This fund accounts for program income received from state funded loans repaid to the Town and expenditures made on new loans.

CDBG PROGRAM INCOME FUND – 2110: This fund accounts for program income received from CDBG expenditures reimbursed.

SANBAG STIMULUS FUND – 2046: This fund accounts for revenues received for local projects approved under the SANBAG Local Stimulus Program.

DEBT SERVICE FUNDS

2007 TOWN HALL REVENUE BONDS – 4108: This fund accounts for and report financial resources that are restricted for the payment of interest and principal on the 2007 Town Hall Revenue Bonds.

1999 COPS FUND – 4105: This fund accounts for and report financial resources restricted for the payment of interest and principal on the 1999 Public Facilities Financing Project Certificates of Participation.

2001 COPS FUND – 4106: This fund accounts for and report financial resources to advance refund and economically defease the \$2,570,000 Certificates of Participation issued on August 1, 1995 and payment of interest and principal on the 2001 Certificate of participation.

CAPITAL PROJECTS FUNDS

NAVISP FUND – 4050: This fund accounts for the construction of infrastructure improvement projects related to implementation of the North Apple Valley Industrial Specific Plan (NAVISP).

STORM DRAINS FUND – 4760: This fund accounts for development impact fees received for acquiring land, engineering, and/or constructing storm drain infrastructure.

DEVELOPMENT IMPACT FEES FUND – : This fund accounts for funds received to mitigate the impact of new development on the Town's infrastructure.

DESCRIPTION OF FUNDS & FUND TYPES

CAPITAL PROJECTS FUND - : This fund was established to account for all of the Town's construction projects that are not being separately accounted for in other capital project funds (with the exception of those funded through nonmajor capital project funds and Enterprise Funds). Financing is provided primarily through transfers in from the General Fund, and from State and Federal grants.

GOVERNMENT FACILITIES FUND - 4110: This fund accounts for and reports financial resources restricted, committed, or assigned to activities related to the construction of the new Town Hall Annex.

REDEVELOPMENT AGENCY CAPITAL PROJECTS FUND – 4010/4020: This fund accounts for tax increment and other revenues, and expenditures associated with the Town's Redevelopment Agency capital projects.

MEASURE I FUND - 2021: This fund accounts for all capital projects funded with Measure I monies.

PROJECT MANAGER GRANTS FUND - 4910: This fund accounts for non-budgeted funds awarded to the Town during the course of the fiscal year mainly for capital related activities

PROPRIETARY FUNDS

SEWER FUND - 5010: This fund accounts for the costs of providing sewer services to the general public within the Town's service area and the user charges by which these costs are recovered.

SOLID WASTE MANAGEMENT FUND - 5510: This fund accounts for the costs of providing trash services to commercial and residential units and the user charges by which these costs are recovered.

APPLE VALLEY GOLF CLUB FUND - 5710: This fund accounts for the costs of providing golf to the general public and the user charges by which these costs are covered.

AGENCY FUNDS

ASSESSMENT DISTRICT 98-1 - 8310: Town acts as the agent for the homeowners of Assessment District 98-1, and makes principal and interest payments for the Assessment District's 1915 Improvement Act Bonds.

VILLAGE PBID – 8110: To account for the assessments received and expenditures made on behalf of the Apple Valley Village Property and Business Improvement District.

THE TOWN'S FLOW OF FUNDS STRUCTURE

REVENUE SOURCES:

Property Tax
Sales Tax
Transient Occupancy Tax
Other Taxes
Licenses & Permits
Fines & Forfeitures
Fees & Charges
Revenues from Other Agencies

Measure "I"
Traffic Impact Fees
Development Impact Fees
P1B/HSIP
PBID/CDBG
Grants

Cost Allocation Charges
Operating Transfers In
Fees and Charges
Revenue from Other Agencies
Grants

TOWN'S GENERAL FUND

CAPITAL FUNDS

OTHER FUNDS

USES OF FUNDS:

General Operating Expenditures
(including debt service obligations)

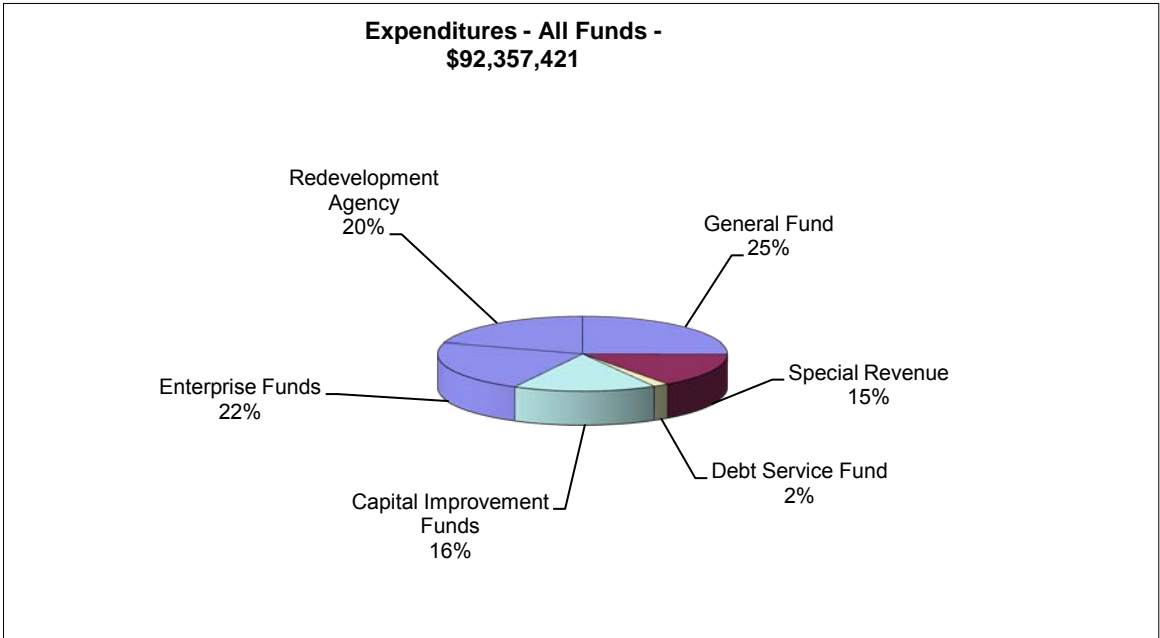
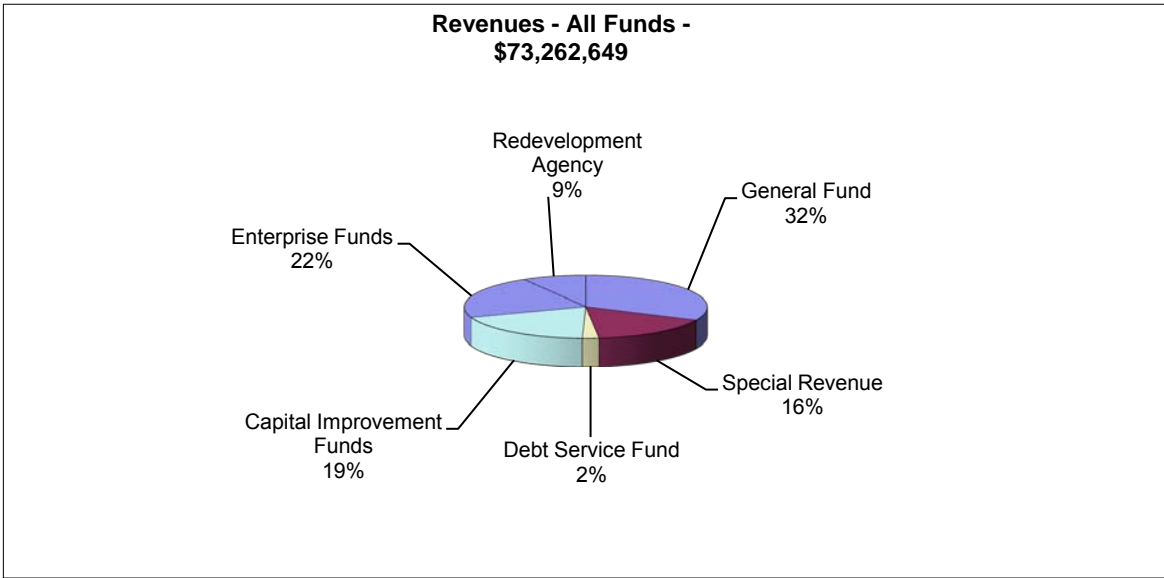
Infrastructure
Repairs/Maintenance/Improvements
Permanent facilities
Environmental facilities

Maintenance & replacement of sewer
transmission lines
Solid waste disposal,
Feasibility studies and design
engineering

Town of Apple Valley

Fiscal Year 2012/2013 - Summary of All Funds

Revenues:			Expenditures:	
General Fund	\$23,408,309		General Fund	\$23,214,010
Special Revenue	11,947,776		Special Revenue	13,760,217
Debt Service	1,615,100		Debt Service	1,615,100
Capital Improvement Funds	13,992,309		Capital Improvement Funds	14,712,609
Enterprise Funds	16,076,600		Enterprise Funds	20,432,930
Redevelopment Agency	6,222,555		Redevelopment Agency	18,622,555
Total Revenues	\$73,262,649		Total Expenditures	\$92,357,421



Town of Apple Valley
CALCULATION OF PROJECTED FUND BALANCES
for the Fiscal Year Ending June 30, 2013

Fund Description	Projected Fund Balances 07/01/12	Estimated Revenues FY 12-13	Adopted Operating Budget FY 12-13
General Fund	17,692,182	18,121,010	22,783,798
Special Revenue Funds:			
Gas Tax Fund	221,891	1,830,013	1,166,010
Article 8	338,890	275,394	-
Measure I Local 2040	2,222,305	1,756,325	-
Air Pollution Control	86,539	47,410	47,320
CDBG	-	581,334	581,334
NSP 3	-	1,382,226	1,382,226
Apple Valley Home	-	697,773	697,773
Victorville Home	-	298,112	298,112
Cal Home	-	900,000	900,000
Parks & Recreation	(5,557,753)	2,842,386	2,929,298
Quimby Funds	(10,576)	10,500	-
Police Grants	-	295,497	145,700
Asset Seizure	26,393	-	-
Drug & Gang Prevention	2,960	-	-
Assessment District LL	912,096	325,200	160,250
Subtotal Special Revenue Funds	(1,757,255)	11,242,170	8,308,023
Debt Service Funds:			
1999 COPS	-	405,000	405,000
2001 COPS	-	322,000	322,000
2007 Town Hall	885,794	888,100	888,100
Subtotal Debt Service Funds	885,794	1,615,100	1,615,100

Adopted Capital Budget FY 12-13	Total Adopted Budget FY 12-13	Estimated Revenues Over (Under) Adopted Budget	Transfers In	Transfers Out	Projected Ending Fund Balances 06/30/13
-	22,783,798	(4,662,788)	5,287,299	430,212	17,886,481
-	1,166,010	664,003	275,394	761,203	400,085
-	-	275,394	-	275,394	338,890
3,922,500	3,922,500	(2,166,175)	-	-	56,130
-	47,320	90	-	-	86,629
-	581,334	-	-	-	-
-	1,382,226	-	-	-	-
-	697,773	-	-	-	-
-	298,112	-	-	-	-
-	900,000	-	-	-	-
-	2,929,298	(86,912)	430,212	343,300	(5,557,753)
-	-	10,500	-	-	(76)
-	145,700	149,797	-	149,797	-
-	-	-	-	-	26,393
-	-	-	-	-	2,960
-	160,250	164,950	-	-	1,077,046
3,922,500	12,230,523	(988,353)	705,606	1,529,694	(3,569,696)
	405,000	-			-
	322,000	-			-
	888,100	-			885,794
-	1,615,100	-	-	-	885,794

Town of Apple Valley
CALCULATION OF PROJECTED FUND BALANCES
for the Fiscal Year Ending June 30, 2013

Fund Description	Projected Fund Balances 07/01/12	Estimated Revenues FY 12-13	Adopted Operating Budget FY 12-13
Capital Improvement Funds:			
NAVISP	1,634,994	4,000	-
Capital Improvement TIF Fund	8,229,848	725,000	-
Animal Control Facilities	97,925	1,750	-
Law Enforcement Facilities	12,734	12,100	-
General Government Facilities	23,893	30,000	-
Public Meeting Facilities	63,839	5,010	-
Aquatic Facilities	43,215	3,040	-
Storm Drains	935,084	25,500	-
Sanitary Sewer Facilities	903,152	3,300	-
Project Manager Grants	-	782,609	782,609
Subtotal Capital Projects Funds	11,944,684	1,592,309	782,609
Total Governmental Funds	28,765,405	32,570,589	33,489,530
Enterprise Funds:			
Wastewater	30,914,874	4,293,500	3,937,823
Solid Waste	3,466,459	10,921,500	8,260,138
Apple Valley Golf Course	(1,151,247)	861,600	1,178,400
Total Enterprise Funds	33,230,086	16,076,600	13,376,361
Redevelopment Agency			
VVEDA Successor Agency Fund	-	1,867,580	1,867,580
AV RDA Successor Agency Fund	-	4,354,975	4,354,975
VVEDA Debt Service (80%)	(502,785)	-	-
PA#2 Debt Service (80%)	17,942,812	-	-
VVEDA Low/Mod (20%)	7,287,883	-	-
PA#2 Low/Mod (20%)	9,516,342	-	-
VVEDA - Capital Projects	(543,703)	-	-
PA#2 - Capital Projects	(1,839,181)	-	-
	31,861,368	6,222,555	6,222,555
GRAND TOTAL	93,856,859	54,869,744	53,088,446

Adopted Capital Budget FY 12-13	Total Adopted Budget FY 12-13	Estimated Revenues Over (Under) Adopted Budget	Transfers In	Transfers Out	Projected Ending Fund Balances 06/30/13
-	-	4,000	-	-	1,638,994
13,530,000	13,530,000	(12,805,000)	12,400,000	-	7,824,848
-	-	1,750	-	-	99,675
-	-	12,100	-	-	24,834
-	-	30,000	-	-	53,893
-	-	5,010	-	-	68,849
-	-	3,040	-	-	46,255
400,000	400,000	(374,500)	-	-	560,584
-	-	3,300	-	-	906,452
-	782,609	-	-	-	-
13,930,000	14,712,609	(13,120,300)	12,400,000	-	11,224,384
17,852,500	51,342,030	(18,771,441)	18,392,905	1,959,906	26,426,963
3,023,570	6,961,393	(2,667,893)	-	1,668,583	26,578,398
-	8,260,138	2,661,362	-	2,364,416	3,763,405
-	1,178,400	(316,800)	-	-	(1,468,047)
3,023,570	16,399,931	(323,331)	-	4,032,999	28,873,756
-	1,867,580	-	-	-	-
-	4,354,975	-	-	-	-
-	-	-	-	-	(502,785)
-	-	-	-	12,400,000	5,542,812
-	-	-	-	-	7,287,883
-	-	-	-	-	9,516,342
-	-	-	-	-	(543,703)
-	-	-	-	-	(1,839,181)
-	6,222,555	-	-	12,400,000	19,461,368
20,876,070	73,964,516	(19,094,772)	18,392,905	18,392,905	74,762,087

SCHEDULE OF INTERFUND TRANSFERS

FISCAL YEAR 2012-2013

FUND	TRANSFERS IN	TRANSFERS OUT
General Fund - 1001	\$ 761,203	1
General Fund - 1001	343,300	1
General Fund - 1001	1,668,583	1
General Fund - 1001	1,584,416	1
General Fund - 1001	780,000	2
General Fund - 1001		430,212 ³
General Fund - 1001	149,797	4
Street Maintenance - 2010	275,394	5
Street Maintenance - 2010		761,203 ¹
Local Transportation Fund - 2015		275,394 ⁵
Parks & Recreation - 2510	430,212	3
Parks & Recreation - 2510		343,300 ¹
Police Grants - 2610		149,797 ⁴
Debt Service Fund - 3020		12,400,000 ⁶
CIP - Transportation Impact Fees - 4410	12,400,000	6
Wastewater - 5010		1,668,583 ¹
Waste Management - 5510		1,584,416 ¹
Waste Management - 5510		780,000 ²
Total	\$ 18,392,905	\$ 18,392,905

- 1 Operating Transfers
- 2 Franchise Fee from Solid Waste
- 3 To Parks & Recreation from General Fund
- 4 Cal EMA Grant - Juvenile Officer
- 5 Article 8 funds to Street Maintenance
- 6 Bond Proceeds for Yucca Loma Bridge

**BUDGET COMPARISON
BY FUND/BY DEPARTMENT**

Fund/Department	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Adopted	FY 12-13 Proposed
<u>General Fund (1001)</u>				
Town Council	\$ 139,947	\$ 140,315	\$ 173,798	\$ 184,715
Town Attorney	201,406	480,734	325,000	464,000
Town Manager	337,947	216,683	563,043	438,696
Finance	300,624	107,428	1,084,149	1,007,851
Town Clerk	257,964	214,863	377,163	388,565
Public Information	212,292	160,416	411,831	431,199
Human Resources	220,485	184,277	469,516	340,900
Information Technology	223,873	183,536	531,261	480,034
General Government	356,774	293,558	1,854,329	1,464,712
Public Facilities	1,344,504	1,429,442	2,415,035	2,390,910
Public Safety	10,034,157	10,589,317	10,837,583	11,160,976
Emergency Preparedness	88,445	87,601	67,275	25,275
Animal Control	640,063	711,397	728,357	724,436
Animal Shelter	836,099	850,753	890,311	989,691
Public Services - Administration	145,148	49,367	511,457	460,628
Code Enforcement	1,141,401	1,032,233	1,058,776	916,320
Building & Safety	245,082	262,639	300,965	188,465
Economic Development	-	-	-	78,834
Engineering	320,959	329,710	353,600	350,600
Community Development	1,169,471	965,978	808,294	727,203
Subtotal Fund 1001	\$ 18,216,641	\$ 18,290,247	\$ 23,761,743	\$ 23,214,010
<u>Gas Tax Fund (2010)</u>				
Street Maintenance	\$ 1,785,799	\$ 1,816,266	\$ 2,221,651	\$ 1,927,213
Subtotal Fund 2010	\$ 1,785,799	\$ 1,816,266	\$ 2,221,651	\$ 1,927,213
<u>Article 8 (2015)</u>				
Street Capital Projects	\$ 655,852	\$ 525,269	\$ 275,394	\$ 275,394
Subtotal Fund 2015	\$ 655,852	\$ 525,269	\$ 275,394	\$ 275,394
<u>Measure I - Local (2021)</u>				
Street Capital Projects	\$ 1,712,455	\$ 321,759	\$ 3,242,930	\$ 3,922,500
Subtotal Fund 2021	\$ 1,712,455	\$ 321,759	\$ 3,242,930	\$ 3,922,500
<u>Air Pollution Control (2040)</u>				
Transit	\$ 30,000	\$ 25,000	\$ -	\$ 47,320
Subtotal Fund 2040	\$ 30,000	\$ 25,000	\$ -	\$ 47,320
<u>CDBG (2120)</u>				
Community Development	\$ 475,609	\$ 632,282	\$ 915,451	\$ 581,334
Subtotal Fund 2120	\$ 475,609	\$ 632,282	\$ 915,451	\$ 581,334
<u>NSP (2130)</u>				
Community Development	\$ 2,954,817	\$ -	\$ 1,975	\$ -
Subtotal Fund 2130	\$ 2,954,817	\$ -	\$ 1,975	\$ -

**BUDGET COMPARISON
BY FUND/BY DEPARTMENT**

Fund/Department	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Adopted	FY 12-13 Proposed
<u>NSP (2131)</u>				
Community Development	\$ -	\$ 552	\$ 1,463,014	\$ 1,382,226
Subtotal Fund 2131	\$ -	\$ 552	\$ 1,463,014	\$ 1,382,226
<u>Apple Valley Home (2320)</u>				
Community Development	\$ 186,427	\$ 313,190	\$ 919,910	\$ 697,773
Subtotal Fund 2320	\$ 186,427	\$ 313,190	\$ 919,910	\$ 697,773
<u>Victorville Home (2330)</u>				
Community Development	\$ 163,864	\$ 368,613	\$ 538,095	\$ 298,112
Subtotal Fund 2330	\$ 163,864	\$ 368,613	\$ 538,095	\$ 298,112
<u>Cal Home (2410)</u>				
Community Development	\$ -	\$ -	\$ 1,000,000	\$ 900,000
Subtotal Fund 2410	\$ -	\$ -	\$ 1,000,000	\$ 900,000
<u>Parks & Recreation (2510)</u>				
Programs	\$ 1,656,833	1,589,819	\$ 1,647,923	\$ 1,515,909
Parks	1,938,873	1,990,749	1,924,990	1,513,279
Facilities	278,693	499,739	245,956	243,410
Subtotal Fund 2510	\$ 3,874,399	\$ 4,080,307	\$ 3,818,869	\$ 3,272,598
<u>Quimby Fund (2520)</u>				
Street Capital Projects	\$ -	\$ 87,824	\$ 57,038	\$ -
Subtotal Fund 2520	\$ -	\$ 87,824	\$ 57,038	\$ -
<u>Grants Fund (2610)</u>				
JAG Grant	\$ 23,991	\$ 19,823	\$ -	\$ 45,700
CALPAL Program	-	6,550	21,617	-
Homeland Security	-	21,919	-	-
CAL E M A	-	-	-	249,797
Subtotal Fund 2610	\$ 23,991	\$ 48,292	\$ 21,617	\$ 295,497
<u>Asset Seizure (2620)</u>				
Police	\$ 15,079	\$ 250	\$ -	\$ -
Subtotal Fund 2620	\$ 15,079	\$ 250	\$ -	\$ -
<u>Drug & Gang Prevention (2630)</u>				
Police	\$ -	\$ 890	\$ -	\$ -
Subtotal Fund 2630	\$ -	\$ 890	\$ -	\$ -
<u>Lighting & Landscape District (2810)</u>				
Right of Way Maintenance	\$ 136,586	\$ 144,199	\$ -	\$ 152,250
Engineering Contractor	6,567	4,054	-	8,000
Subtotal Fund 2810	\$ 143,153	\$ 148,253	\$ -	\$ 160,250

**BUDGET COMPARISON
BY FUND/BY DEPARTMENT**

Fund/Department	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Adopted	FY 12-13 Proposed
<u>1999 COP's (4105)</u>				
Town Hall Debt Service	\$ 410,329	\$ 382,626	\$ 400,000	\$ 405,000
Subtotal Fund 4105	\$ 410,329	\$ 382,626	\$ 400,000	\$ 405,000
<u>2001 COP's (4106)</u>				
Town Hall Debt Service	\$ 242,007	\$ 230,446	\$ 283,500	\$ 322,000
Subtotal Fund 4106	\$ 242,007	\$ 230,446	\$ 283,500	\$ 322,000
<u>2007 Town Hall Revenue Bonds (4108)</u>				
Town Hall Debt Service	\$ 808,624	\$ 885,793	\$ 893,349	\$ 888,100
Subtotal Fund 4108	\$ 808,624	\$ 885,793	\$ 893,349	\$ 888,100
<u>CIP TIF Fund (4410)</u>				
Street Capital Projects	\$ 1,427,184	\$ 849,967	\$ 1,250,000	\$ 13,530,000
Subtotal Fund 4410	\$ 1,427,184	\$ 849,967	\$ 1,250,000	\$ 13,530,000
<u>Law Enforcement (4720)</u>				
PD Tenant Improvements	\$ 24,828	\$ 463,876	\$ -	\$ -
Subtotal Fund 4720	\$ 24,828	\$ 463,876	\$ -	\$ -
<u>General Government Facilities (4730)</u>				
Town Hall	\$ 34,388	\$ -	\$ 6,100	\$ -
Transfers	\$ 7,977,543	\$ 24,505	\$ -	\$ -
Subtotal Fund 4730	\$ 8,011,931	\$ 24,505	\$ 6,100	\$ -
<u>Public Meeting Facilities (4740)</u>				
Transfer - 4110	\$ -	\$ 62,038	\$ -	\$ -
Subtotal Fund 4740	\$ -	\$ 62,038	\$ -	\$ -
<u>Storm Drains (4760)</u>				
Dry Well Projects	\$ 322	\$ 302,797	\$ -	\$ 400,000
Subtotal Fund 4760	\$ 322	\$ 302,797	\$ -	\$ 400,000
<u>Project Manager Grants (4910)</u>				
County Marketing Grant	\$ 2,096	\$ -	\$ 12,069	\$ -
County Website Grant	5,000	-	12,424	-
Energy Efficiency & Conservation Block Grant	38,278	(38,278)	-	-
DOC Recycling	5,605	4,814	-	-
Waste Tire Amnesty	5,218	4,006	4,682	-
Civic Center Park	498,802	246,018	182,609	182,609
Safe Routes to School	-	-	-	-
Bicycle Transportation	-	-	-	-
Special Purpose Grants	928,481	726,747	16,264,310	600,000
Subtotal Fund 4910	\$ 1,483,480	\$ 943,307	\$ 16,476,094	\$ 782,609
<u>Sewer System Maintenance (5010)</u>				
Operations & Maintenance	\$ 3,045,415	\$ 4,764,059	\$ 4,000,275	\$ 4,151,406
Capital Expenditures	1,436,182	1,444,798	1,597,000	4,478,570
Subtotal Fund 5010	\$ 4,481,597	\$ 6,208,857	\$ 5,597,275	\$ 8,629,976

**BUDGET COMPARISON
BY FUND/BY DEPARTMENT**

Fund/Department	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Adopted	FY 12-13 Proposed
<u>Solid Waste (5510)</u>				
Waste Management	7,038,799	7,167,294	7,669,413	7,830,138
Debt Service	400,561	412,671	484,070	430,000
Transfer Out	2,166,064	2,293,417	2,081,001	2,364,416
Subtotal Fund 5510	\$ 9,605,424	\$ 9,873,382	\$ 10,234,484	\$ 10,624,554
<u>Apple Valley Golf Course (5710)</u>				
Non-Departmental	\$ 1,303,717	\$ 328,121	\$ 447,628	\$ 124,700
Administration	831,094	436,550	641,232	448,800
Food & Beverage	167,900	56,375	-	-
Grounds	632,665	517,480	174,000	418,100
Facilities	119,702	132,883	52,000	111,100
Pro Shop	37,669	39,616	101,000	75,700
Subtotal Fund 5710	\$ 3,092,747	\$ 1,511,025	\$ 1,415,860	\$ 1,178,400
<u>Redevelopment Agency</u>				
VVEDA RORF	\$ -	\$ -	\$ -	\$ 1,867,580
PA#2 RORF	-	-	-	4,354,975
VVEDA 80%	3,917,238	2,476,223	1,944,365	-
PA#2 80%	13,111,829	9,292,809	18,716,525	12,400,000
VVEDA 20%	37,132	104,659	4,833,390	-
PA#2 20%	426,948	401,084	243,456	-
VVEDA Capital Projects	(171)	102,928	879,687	-
PA#2 Capital Projects	11,755	257,431	16,462,914	-
Subtotal RDA Funds	\$ 17,504,731	\$ 12,635,134	\$ 43,080,337	\$ 18,622,555
Grand Total	\$ 77,331,290	\$ 61,032,747	\$ 117,874,686	\$ 92,357,421

TOWN OF APPLE VALLEY, CALIFORNIA
SUMMARY OF APPROPRIATIONS
BY ACCOUNT - ALL FUNDS

Description	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Amended	FY 12-13 Adopted
Salaries Regular	7,283,924	7,184,286	7,215,455	5,947,595
Salaries Part-Time	551,052	565,635	635,227	-
Overtime	72,002	54,654	52,800	-
Cafeteria Benefits	1,109,940	1,130,670	1,147,893	-
Deferred Comp	120,738	114,329	111,808	92,000
FICA	27,840	26,134	25,903	-
Health/Life Insurance Benefits	900	23	-	-
Health Benefits - Retirees	19,100	20,126	19,000	-
Medicare	117,702	115,657	113,598	-
PERS	1,561,964	1,565,536	1,823,804	-
Uniform Expenses	42,927	41,923	41,536	-
Salaries & Benefits	10,908,089	10,818,972	11,187,024	6,039,595
Advertising/Marketing	37,712	49,712	109,992	-
Council & Commissioners	682	-	1,500	-
Credit Card Costs	45,477	51,319	53,137	-
Disposal Services	50,309	59,031	54,634	-
Education & Training	31,846	27,967	34,375	-
HOME Buyer Education	400	-	-	-
Insurance	621,497	841,495	891,678	-
Insurance/Workers Compensation	4,228	-	-	-
Meetings & Conferences	94,271	96,490	83,788	-
Membership & Dues	71,667	63,470	69,365	-
Mileage Exp/Allowance	47,828	47,894	59,833	-
Miscellaneous Costs	25,491	31,634	164,540	-
Office Supplies/Exp	50,528	76,803	74,749	-
Postage	79,234	70,803	64,399	-
Printing	71,298	65,071	71,732	-
Rent	7,200	4,000	-	-
Shorts/Over	23	-	-	-
Subscriptions	15,622	16,354	17,200	-
Utilities: Council Phones	2,469	-	1,800	-
Utilities: Phone, Internet, Cell Phones	139,080	147,502	564,644	-
Utilities: Electricity Usage	478,006	558,370	176,792	-
Utilities: Natural Gas Usage	118,348	126,193	89,479	-
Utilities: Water Usage	655,938	791,219	616,148	-
Animal Food Supplies	11,429	17,134	15,000	-
Assessment District Costs	37,661	38,722	36,756	-
AVCC Charges	93,680	2,281	1,474	-
Concession (Resale) Costs	8,581	5,861	6,000	-
Election	-	38,246	-	-
ERAF/SERAF	3,777,185	777,273	-	-
Food and Beverage - Resale	167,900	56,375	-	-
Graffiti Removal & Supplies	49,759	58,799	74,500	-
Grand Openings/Ground Breakings	-	1,712	2,000	-
Hardware/Software Supplies/Exp	274,874	112,448	294,875	-
License & Fees	7,118	8,704	4,517	-
Management Fee	-	-	83,494	-
Merchandise - Resale	24,850	11,316	-	-
NPDES Compliance	13,499	13,499	20,000	-
NPDES - CAA	13,044	18,493	-	-
Pass Through Agreements	844,963	659,970	775,000	-
Prior Period Adjustment	182,000	94,703	-	-
Public Information	5,396	1,521	6,000	-
Range Supplies	97,181	91,185	60,768	-
Safety & Security	12,885	12,316	15,461	-
Signing	1,018	1,660	750	-

TOWN OF APPLE VALLEY, CALIFORNIA
SUMMARY OF APPROPRIATIONS
BY ACCOUNT - ALL FUNDS

Description	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Amended	FY 12-13 Adopted
Special Dept Supplies/Exp	62,862	20,793	27,350	-
Staff Services	10,864	9,452	13,650	-
Taxes - Property	32,817	23,822	-	-
Vandalism Repairs	6,668	6,157	3,550	-
Volunteer Program	75	-	-	-
General Operating	8,385,462	5,207,765	4,640,930	-
Acquisition, Rehab, & Resale	-	76,962	-	-
ADDI 2008-09	-	4,001	-	-
CDBG	277,700	404,348	10,289,079	-
CHDO	103,000	-	483,840	-
Down Payment Assistance	-	-	778,279	-
HELP Debt Service	-	-	390,000	-
HOME Administration	20,320	19,098	17,794	-
Mortgage Assistance Program	40,000	60,889	60,000	-
Marketing	4,464	10,910	70,000	-
Neighborhood Stabilization Prog	2,728,295	28,997	1,316,713	-
Owner Occupied Rehab	-	-	60,000	-
Residential Rehab Loans	249,036	339,831	992,187	-
Sponsorships	32,485	58,220	73,000	-
Senior Home Repair	103,544	230,762	346,918	-
Trade Shows	23,863	26,159	32,000	-
Economic Development	3,582,707	1,260,176	14,909,810	-
Building Maintenance	251,027	215,563	196,193	-
General Fund Grants	51,565	61,534	58,568	-
Grounds Maintenance	225,145	170,309	114,808	-
PIO Events	89,353	83,953	93,000	-
Curbs and Sidewalks	15,000	4,842	-	-
Drainage Maint. & Repairs	5,359	13,344	20,000	-
Paving and Sealing - Engineering	37,331	83,980	80,800	-
Right-of-Way Maintenance	237,708	232,542	131,500	-
Sewer System Maintenance	157,971	78,312	70,000	-
Sewer Treatment	1,355,454	1,345,594	1,500,000	-
Signal & Lighting Maint	74,661	65,602	75,000	-
Signal & Lighting Maint - Engineering	20,719	3,199	-	-
Signing	52,988	24,994	35,000	-
Signing - Engineering	35,537	702	-	-
Small Tools	12,975	13,665	8,025	-
Street Accident Repairs	90,387	-	-	-
Street Repairs	473,719	925,578	134,500	-
Street Repairs: Adopt a Street	1,982	1,030	1,500	-
Street Striping	16,053	29,875	50,000	-
Street Striping - Engineering	6,234	643	-	-
Street Sweeping	35,807	28,513	40,000	-
Public Works	2,629,885	2,852,415	2,146,325	-
Culture and Recreation	225,247	219,566	238,298	-
ACS	153,317	136,668	150,000	-
Audit	37,489	44,671	56,100	-
AVCO Disposal	5,223,432	5,245,893	5,600,000	-
Building & Safety Contractor	244,085	262,365	300,000	-
Cal-ID Systems	73,137	73,354	75,000	-
Contract Services	2,774,024	1,954,831	1,671,096	1,231,037

TOWN OF APPLE VALLEY, CALIFORNIA
SUMMARY OF APPROPRIATIONS
BY ACCOUNT - ALL FUNDS

Description	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Amended	FY 12-13 Adopted
County Public Health	2,500	2,500	2,500	-
County Sheriff	9,489,221	9,990,487	10,288,133	10,607,725
County Solid Waste	1,507,654	1,611,264	1,775,000	-
Drugs/Vaccinations	20,571	21,939	20,000	-
Emergency Vet Service	695	4,842	4,000	-
Engineering Contractor	446,049	414,209	361,000	-
Filing Fees	2,818	18,512	30,000	-
Household Hazardous Waste	78,708	79,336	90,000	-
Legal	944,977	1,009,232	569,750	464,000
Organic Recycling	100	15,064	10,000	-
Solid Waste JPA	48,974	36,353	50,000	-
Spay/Neuter Program	89,814	101,254	99,500	-
Stiles Removal/D & D Removal	11,650	11,570	12,000	-
Unfunded Loan Costs	465	1,567	26,752	-
Used Oil Facility	172	-	-	-
Contract and Professional Services	21,149,852	21,035,912	21,190,831	12,302,762
Communications Equip	2,419	3,230	2,500	-
Equipment Maintenance	58,577	39,759	55,107	-
Equipment Rental	2,272	7,165	6,550	-
Gasoline, Diesel, Oil	305,257	388,999	384,800	-
Leased Equipment	251,780	351,630	191,609	-
Safety Equipment	4,158	7,696	6,600	-
Vehicle Maintenance	233,408	209,167	219,550	-
Vehicles & Equipment (non-capital)	857,872	1,007,647	866,716	-
Capital Vehicles & Equipment	66,082	65,110	38,365	-
AV Rd/Town Center Imp				-
A V Road Ph.1B	3,248	-	-	-
AV Rd/Pimlico Signal Upgrade	1,008	-	-	-
Animal Shelter Facility	6,522,080	153,399	-	-
Baseball Stadium Specific Plan	157,068	-	-	-
Bear Valley Bike Path, Phase I			429,295	-
Bear Valley Bridge Repair 6/16/10	686	1,274	1,830,000	-
Bear Valley Rd/Deep Creek Signal	51,146	78,307	-	-
Bear Valley Rd/Mohawk Signal	4,242	29,927	350,000	-
BMX Park	19,956	7,194	-	-
Capital Projects	528,413	302,597	335,609	3,234,179
Central Rd s/o Ottawa Rd Widening	-	233,820	-	-
Central Road Resurface			500,000	-
Change in Invest Joint Venture	67,561	67,561	-	-
Corwin Rd	2,828,862	5,517	-	-
Dale Evans Resurface			500,000	-
Dale Evans Rd n/o Otoe Rd Widening	-	472,229	-	-
Dale Evans Traffic Signalization	29,087	-	-	-
Dry Wells - 2009-10	322	302,797	-	-
DSB Flood - Nov 2010	-	250,349	-	-
Gain/Loss on Disposal of Fixed Assets	-	18,367	-	-
High Desert Corridor	30,202	148,122	10,000	-
Hwy 18 West End Widening	287,954	39,270	425,000	-
Infrastructure Capital Project	5,335	-	-	-
Irrigation Well	4,910	-	-	-
Johnson Road Paving			200,000	-
Kasota Rd Widening (SR 18 to 400'	-	-	100,000	-
Kiowa (Bear Valley & Tussing)	64,627	62,165	1,101,608	-
Land Acquisition	-	-	1,000,000	-
Nakash Rd Rehab				-

TOWN OF APPLE VALLEY, CALIFORNIA
SUMMARY OF APPROPRIATIONS
BY ACCOUNT - ALL FUNDS

Description	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Amended	FY 12-13 Adopted
Navajo Rd	9,477	(9,102)	-	-
NAVISP	-	31,860	-	-
P.D. - T/I - 2010-11	24,828	-	-	-
Paving-PMS Priorities	60,904	943,640	1,933,919	-
Programable Logic Controller	-	4,228	-	-
Public Works Facility/Yard	385,775	4,569,966	615,500	-
Rancherias Road Resurface	-	-	510,000	-
San Bag Congestion Mgmt Plan Cont	-	-	-	-
Sewer Replacement Fund	1,546	-	-	-
Skate Park	-	247,706	-	-
Symeron Rd Sidewalk	(54,771)	-	-	-
Town Hall Annex	8,198,696	575,937	-	-
Town Hall & PD Tenant Improvements	34,388	784,007	-	-
Transit Bus Shelters	299	197	100,000	-
Waalew (Corwin to Navajo)	600,000	-	-	-
Yucca Loma Bridge	1,314,774	1,326,772	30,453,347	-
Yucca Loma Elementary School	-	-	358,600	-
Yucca Loma Road Undergrounding	4,104	5,197	-	-
Capital Projects	21,186,727	10,653,302	40,752,878	3,234,179
Interfund Transfers	(0)	(0)	24,974,725	430,212
Depreciation	1,771,740	1,765,273	1,400,000	-
Debt Service	5,973,343	5,946,126	5,375,731	-
Total Appropriations - All Funds	77,354,094	61,363,622	128,184,202	92,357,421

Town of Apple Valley

Master Staffing Plan FY 2012-2013					
Job Classification	# of Positions Authorized	Position % of FTE	Authorized FTE's	Budgeted FTE's	Salary Range
Department: Town Council					
Council Members	5.00	50%	2.50	2.50	NR
Total Council:	5.00		2.50	2.50	
Department: Town Manager					
Town Manager	1.00	100%	1.00	1.00	NR
Administration Analyst I	1.00	100%	1.00	1.00	52
Executive Secretary	1.00	100%	1.00	1.00	50
Total Town Manager:	3.00		3.00	3.00	
Department: Public Information					
Marketing and Public Affairs Officer	1.00	100%	1.00	1.00	NR
Public Relations Specialist	1.00	100%	1.00	1.00	49
Event Coordinator	1.00	100%	1.00	1.00	47
Administrative Secretary	1.00	100%	1.00	1.00	44
Total Public Information:	4.00		4.00	4.00	
Department: Town Clerk					
Town Clerk	1.00	100%	1.00	1.00	NR
Deputy Town Clerk	2.00	100%	2.00	2.00	49
Records Technician	1.00	100%	1.00	0.00	36
Total Town Clerk:	4.00		4.00	3.00	
Department: Human Resources					
Human Resources Director	1.00	100%	1.00	1.00	NR
Human Resources Analyst (Seasonal)	1.00	50%	0.50	0.50	58
Human Resources Analyst	1.00	50%	0.50	0.50	58
Human Resources Assistant	1.00	100%	1.00	1.00	46
Sr. Office Assistant	1.00	100%	1.00	0.00	32
Total Human Resources:	5.00		4.00	3.00	
Department: Information Systems					
Information Systems Supervisor	1.00	100%	1.00	1.00	60
Information Systems Specialist	1.00	100%	1.00	1.00	52
Information Systems Technician	1.00	100%	1.00	1.00	42
Total Information Systems:	3.00		3.00	3.00	
Department: Finance					
Director of Finance	1.00	100%	1.00	1.00	NR
Assistant Director of Finance	1.00	100%	1.00	1.00	NR
Accountant II	1.00	100%	1.00	1.00	52
Administration Secretary	1.00	100%	1.00	0.00	44
Accounting Technician	2.00	100%	2.00	2.00	42
Account Clerk II	2.00	100%	2.00	2.00	36
Account Clerk I	1.00	100%	1.00	1.00	32
Customer Service Representative	2.00	100%	2.00	2.00	34
Total Finance:	11.00		11.00	10.00	
Department: Economic Development					
Economic Development Manager	1.00	100%	1.00	1.00	NR
Housing and Comm. Dev. Specialist I	2.00	100%	2.00	2.00	54
Total Economic Development:	3.00		3.00	3.00	
Department: Public Services Administration					
Assistant Town Manager: Public Services	1.00	100%	1.00	1.00	NR
Special Projects Manager	1.00	100%	1.00	1.00	58
Public Services Assistant	1.00	100%	1.00	1.00	50
Household Hazardous Waste Operator	4.00	50%	2.00	2.00	15
Total Public Services Administration:	7.00		5.00	5.00	
Department: Public Works / Street Maintenance					
Public Works Manager	1.00	50%	0.50	0.50	NR
Public Works Supervisor	1.00	50%	0.50	0.50	56
Sr. Maintenance Worker	1.00	100%	1.00	1.00	41
Maintenance Worker II	1.00	100%	1.00	0.00	37
Maintenance Worker I	3.00	100%	4.00	3.00	33
Total Public Works / Street Maint.:	7.00		7.00	5.00	

Town of Apple Valley

Master Staffing Plan FY 2012-2013					
Job Classification	# of Positions Authorized	Position % of FTE	Authorized FTE's	Budgeted FTE's	Salary Range
Department: Public Works / Wastewater					
Public Works Manager	1.00	50%	0.50	0.50	NR
Public Works Supervisor	1.00	50%	0.50	0.50	56
Public Services Technician	1.00	100%	1.00	1.00	39
Sr. Maintenance Worker	1.00	100%	1.00	1.00	41
Maintenance Worker II	2.00	100%	2.00	1.00	37
Maintenance Worker I	3.00	100%	3.00	3.00	33
Total Public Works / Wastewater:	9.00		8.00	7.00	
Department: Code Enforcement					
Code Enforcement Manager	1.00	100%	1.00	1.00	NR
Code Enforcement Officer II	7.00	100%	7.00	6.00	48
Community Enhancement Officer	0.50	100%	0.50	0.50	40
Code Enforcement Technician	2.00	100%	2.00	1.00	38
Code Enforcement Technician (P/T)	2.00	50%	1.00	1.00	38
Total Code Enforcement:	12.50		11.50	9.50	
Department: Animal Control					
Animal Services Manager	0.50	100%	0.50	0.50	67
Animal Control Supervisor	1.00	100%	1.00	1.00	52
Animal Control Officer II	1.00	100%	1.00	1.00	42
Animal Control Officer I	2.00	100%	2.00	2.00	38
Animal Control Technician	2.50	100%	2.50	2.50	36
Total Animal Control:	7.00		7.00	7.00	
Department: Animal Shelter					
Animal Services Manager	0.50	100%	0.50	0.50	67
Animal Shelter Supervisor	1.00	100%	1.00	0.00	52
Registered Veterinary Technician	1.00	100%	1.00	1.00	42
Animal Control Technician	2.50	100%	2.50	2.50	36
Animal Shelter Attendant	3.00	100%	3.00	3.00	33
Animal Control Assistant (P/T)	1.00	100%	1.00	1.00	24
Animal Shelter Assistant (P/T)	5.25	100%	5.25	5.25	24
Total Animal Shelter:	14.25		14.25	13.25	
Department: Community Development					
Director of Community Development	1.00	100%	1.00	1.00	NR
Senior Planner	2.00	100%	2.00	2.00	62
Associate Planner	1.00	100%	1.00	1.00	56
Assistant or Associate Planner	1.00	100%	1.00	0.00	50/56
Administrative Secretary	1.00	100%	1.00	1.00	44
Intern (P/T)	2.00	50%	1.00	0.50	20
Commissioners	5.00	25%	1.25	1.25	NR
Total Community Development:	13.00		8.25	6.75	
Department: Parks & Recreation - Recreation Division					
Parks & Recreation Manager	1.00	100%	1.00	1.00	NR
Recreation Supervisor	2.00	100%	2.00	2.00	46
Recreation Coordinator	1.00	100%	1.00	1.00	40
Administrative Secretary	1.00	100%	1.00	1.00	44
Sr Office Assistant	1.00	100%	1.00	1.00	32
Office Assistant	1.00	100%	1.00	1.00	26
Office Assistant (P/T)	2.00	50%	1.00	1.00	26
Swim Coach (P/T)	1.00	38%	0.19	0.00	26
Recreation Assistant (P/T)	1.00	48%	0.48	0.48	22
Sr. Lifeguard (P/T)	N/A	N/A	0.65	0.34	20
Lifeguard (Various P/T)	N/A	N/A	2.87	4.66	16
Recreation Leader II (P/T)	N/A	N/A	5.41	4.59	16
Recreation Leader I (P/T)	N/A	N/A	2.67	2.95	10
Event Assistant (P/T)	2.00	50%	1.00	1.00	22
Commissioner	5.00	0.25	1.25	1.25	NR
Total Parks & Recreation: Rec Division:	18.00		22.52	23.27	

Town of Apple Valley

Master Staffing Plan FY 2012-2013					
Job Classification	# of Positions Authorized	Position % of FTE	Authorized FTE's	Budgeted FTE's	Salary Range
Department: Parks & Recreation - Facilities Division					
Sr. Maintenance Worker	1.00	100%	1.00	1.00	41
Maintenance Worker II	1.00	100%	1.00	1.00	37
Custodian	4.00	100%	4.00	4.00	27
Maintenance Worker I	1.00	100%	1.00	1.00	33
Custodian (P/T)	1.00	50%	0.65	0.65	27
Maintenance Aide (P/T)	4.00	50%	2.00	2.00	21
Total Parks & Rec.: Facilities Division:	12.00		9.65	9.65	
Department: Parks & Recreation - Parks Division					
Grounds Supervisor	1.00	100%	1.00	1.00	48
Grounds Maintenance Worker III	2.00	100%	2.00	2.00	33
Grounds Maintenance Worker II	6.00	100%	6.00	6.00	29
Grounds Maintenance Worker I	5.00	100%	5.00	5.00	25
Grounds Services Aide (P/T)	2.00	50%	1.00	2.00	16
Total Parks & Recreation: Park Division:	16.00		15.00	16.00	
Totals	153.75		142.67	133.92	

Town of Apple Valley

4 Year Personnel Summary

Job Classification	FY 09-10 Actual FTE's	FY 10-11 Actual FTE's	FY 11-12 Actual FTE's	FY 12-13 Adopted FTE's
Department: Council				
Council Member (P/T)	2.50	2.50	2.50	2.50
Total Council:	2.50	2.50	2.50	2.50
Department: Town Manager				
Town Manager	1.00	1.00	1.00	1.00
Mgr of Legislative Affairs & Grants	1.00	1.00	1.00	0.00
Administrative Analyst	0.00	0.00	0.00	1.00
Executive Secretary	1.00	1.00	1.00	1.00
Total Town Manager:	3.00	3.00	3.00	3.00
Department: Public Information				
Public Information Officer	1.00	1.00	1.00	1.00
Public Relations Specialist	1.00	1.00	1.00	1.00
Event Coordinator	1.00	1.00	1.00	1.00
Administrative Secretary	0.00	0.00	0.00	1.00
Total Public Information:	3.00	3.00	3.00	4.00
Department: Town Clerk				
Town Clerk	1.00	1.00	1.00	1.00
Deputy Town Clerk	2.00	2.00	2.00	2.00
Records Technician	1.00	1.00	0.00	0.00
Total Town Clerk:	4.00	4.00	3.00	3.00
Department: Human Resources				
Human Resources Director	1.00	1.00	1.00	1.00
Administrative Services Manager	1.00	0.00	0.00	0.00
Human Resources Manager	0.00	1.00	1.00	0.00
Human Resources Coordinator	1.00	0.00	1.00	0.00
Human Resources Analyst (Seasonal)	0.00	0.00	0.00	0.50
Human Resources Analyst	0.00	0.00	0.00	0.50
Human Resources Assistant	0.00	1.00	0.00	1.00
Senior Office Assistant	1.00	1.00	1.00	0.00
Total Human Resources:	4.00	4.00	4.00	3.00
Department: Information Systems				
Information Systems Supervisor	1.00	1.00	1.00	1.00
Information Systems Specialist	0.00	0.00	0.00	1.00
Information Systems Technician	2.00	2.00	2.00	1.00
Total Information Systems:	3.00	3.00	3.00	3.00
Department: Finance				
Assistant Town Manager: Admin & Finance	1.00	0.00	0.00	0.00
Director of Finance	0.00	1.00	1.00	1.00
Assistant Director of Finance	1.00	0.00	1.00	1.00
Finance Manager	0.00	0.00	0.00	0.00
Accountant II	1.00	1.00	1.00	1.00
Accounting Technician	2.00	2.00	2.00	2.00
Account Clerk II	2.00	2.00	2.00	2.00
Account Clerk I	1.00	1.00	1.00	1.00
Administrative Secretary	1.00	1.00	0.00	0.00
Customer Service Representative	1.00	2.00	2.00	2.00
Total Finance:	10.00	10.00	10.00	10.00
Department: Economic Development				
Assistant Town Manager: Econ Development & Community Development	1.00	1.00	1.00	0.00
Assistant Director of Economic Development and Housing	1.00	1.00	1.00	0.00
Economic Development Manager	0.00	0.00	0.00	1.00
Economic Development Specialist I/II	2.00	2.00	2.00	0.00
Housing and Comm. Dev. Specialist I/II	3.00	3.00	3.00	2.00
Economic Development Assistant	1.00	1.00	1.00	0.00
Intern (P/T)	1.00	0.00	1.00	0.00
Total Economic Development:	9.00	8.00	9.00	3.00
Department: Public Services Administration				
Assistant Town Manager: Public Services	1.00	1.00	1.00	1.00
Operations & Contract Manager	1.00	1.00	0.00	0.00
Environmental/Reg Manager	0.00	0.00	1.00	0.00
Special Projects Manager	0.00	0.00	0.00	1.00
Public Services Assistant	1.00	1.00	1.00	1.00
Household Hazardous Waste Operator (P/T)	0.00	1.00	1.50	2.00
Total Public Services:	3.00	4.00	4.50	5.00

Town of Apple Valley

4 Year Personnel Summary

Job Classification	FY 09-10	FY 10-11	FY 11-12	FY 12-13
	Actual FTE's	Actual FTE's	Actual FTE's	Adopted FTE's
Department: Public Works / Street Maintenance				
Public Works Manager	0.50	0.50	0.50	0.50
Public Works Supervisor	0.50	0.50	0.50	0.50
Public Services Technician	1.00	1.00	0.00	0.00
Sr. Maintenance Worker	1.00	1.00	1.00	1.00
Maintenance Worker II	1.00	1.00	1.00	0.00
Maintenance Worker I	4.00	4.00	4.00	3.00
Total Public Works / Street Maint.:	8.00	8.00	7.00	5.00
Department: Public Works / Wastewater				
Public Works Manager	0.50	0.50	0.50	0.50
Public Works Supervisor	0.50	0.50	0.50	0.50
Public Services Technician	1.00	1.00	1.00	1.00
Sr. Maintenance Worker	0.00	0.00	1.00	1.00
Maintenance Worker II	2.00	2.00	1.00	1.00
Maintenance Worker I	2.00	2.00	3.00	3.00
Total Public Works / Wastewater:	6.00	6.00	7.00	7.00
Department: Code Enforcement				
Code Enforcement Manager	1.00	1.00	1.00	1.00
Code Enforcement Officer II	8.00	7.00	7.00	6.00
Community Enhancement Officer	0.50	0.50	0.50	0.50
Code Enforcement Technician	3.00	3.00	2.00	1.00
Code Enforcement Technician (P/T)	0.50	1.00	1.00	1.00
Total Code Enforcement:	13.00	12.50	11.50	9.50
Department: Animal Control				
Animal Services Manager	0.50	0.50	0.50	0.50
Animal Control Supervisor	1.00	1.00	1.00	1.00
Animal Control Officer II	3.00	1.00	1.00	1.00
Animal Control Officer I	1.00	1.00	2.00	2.00
Animal Control Technician	2.50	2.50	2.50	2.50
Total Animal Control:	8.00	6.00	7.00	7.00
Department: Animal Shelter				
Animal Services Manager	0.50	0.50	0.50	0.50
Animal Shelter Supervisor	1.00	1.00	1.00	0.00
Registered Veterinary Technician	1.00	1.00	1.00	1.00
Animal Control Technician	2.50	2.50	2.50	2.50
Animal Shelter Attendant	4.00	4.00	2.50	3.00
Control Assistant (P/T)	0.00	0.00	0.00	1.00
Shelter Assistant (P/T)	0.00	0.00	0.00	5.25
Total Animal Shelter:	9.00	9.00	7.50	13.25
Department: Planning/Comm. Dev.				
Dir. of Community Development	0.00	0.00	0.00	1.00
Asst. Dir. of Community Development	1.00	1.00	1.00	0.00
Principal Planner	1.00	0.00	0.00	0.00
Senior Planner	2.00	2.00	2.00	2.00
Associate Planner	1.00	2.00	2.00	1.00
Assistant Planner	1.00	1.00	1.00	0.00
Administrative Secretary	1.00	1.00	0.00	1.00
Intern (P/T)	1.00	0.00	1.00	0.50
Commissioners	1.25	1.25	1.25	1.25
Total Planning/Comm. Dev.:	9.25	8.25	8.25	6.75

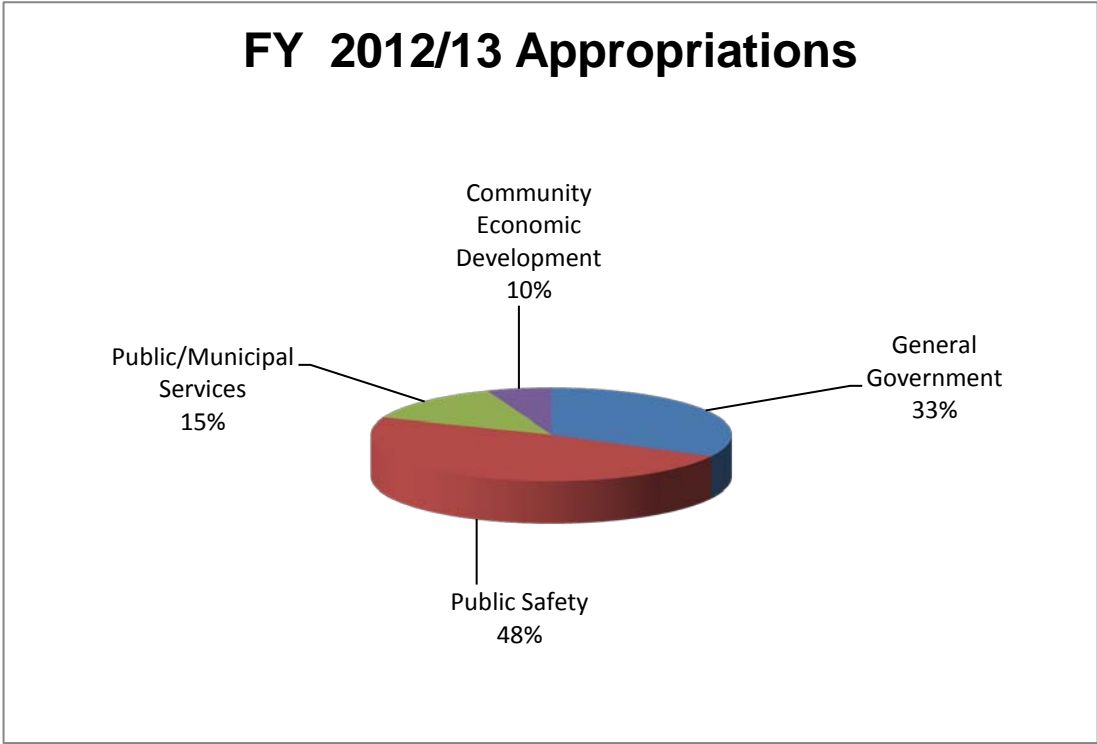
Town of Apple Valley

4 Year Personnel Summary

Job Classification	FY 09-10	FY 10-11	FY 11-12	FY 12-13
	Actual FTE's	Actual FTE's	Actual FTE's	Adopted FTE's
Department: Parks & Recreation - Recreation Division				
Parks & Recreation Manager	1.00	1.00	1.00	1.00
Recreation Supervisor	3.00	3.00	2.00	2.00
Recreation Coordinator	0.00	0.00	1.00	1.00
Administrative Secretary	1.00	1.00	1.00	1.00
Sr Office Assistant	1.00	1.00	1.00	1.00
Office Assistant	1.00	1.00	1.00	1.00
Office Assistant (P/T)	1.00	2.00	1.50	1.00
Pool Manager	0.19	0.00	0.00	0.00
Swim Coach (P/T)	0.00	0.19	0.19	0.00
Recreation Assistant (P/T)	0.48	0.48	0.48	0.48
Sr. Lifeguard (P/T)	0.65	0.65	0.65	0.34
Lifeguard (Various P/T)	2.87	2.87	2.87	4.66
Recreation Leader II (P/T)	5.41	5.41	5.41	4.59
Recreation Leader I (P/T)	2.67	2.67	2.67	2.95
Event Assistant (P/T)	2.00	2.00	1.00	1.00
Commissioner	1.25	1.25	1.25	1.25
Total Parks & Recreation - Recreation:	23.52	24.52	23.02	23.27
Department: Parks & Recreation - Facilities Division				
Sr. Maintenance Worker	1.00	1.00	1.00	1.00
Maintenance Worker II	1.00	1.00	1.00	1.00
Custodian	2.00	3.00	4.00	4.00
Maintenance Worker I	1.00	1.00	1.00	1.00
Custodian (PT)	0.00	1.00	0.50	0.65
Maintenance Aide (P/T)	1.00	1.00	1.00	2.00
Total Parks & Recreation - Facilities:	6.00	8.00	8.50	9.65
Department: Parks & Recreation - Parks Division				
Parks Supervisor	1.00	1.00	1.00	0.00
Grounds Supervisor	0.00	0.00	0.00	1.00
Sr. Maintenance Worker	2.00	2.00	2.00	0.00
Grounds Maintenance Worker III	0.00	0.00	0.00	1.00
Maintenance Worker II	5.50	5.50	6.00	0.00
Grounds Maintenance Worker II	0.00	0.00	0.00	3.00
Maintenance Worker I	5.50	5.50	5.00	0.00
Grounds Maintenance Worker I	0.00	0.00	0.00	5.00
Maintenance Aide (P/T)	2.00	2.00	1.00	0.00
Grounds Services Aide	0.00	0.00	0.00	1.00
Total Parks & Recreation - Parks:	16.00	16.00	15.00	11.00
Totals	140.27	139.77	136.77	128.92

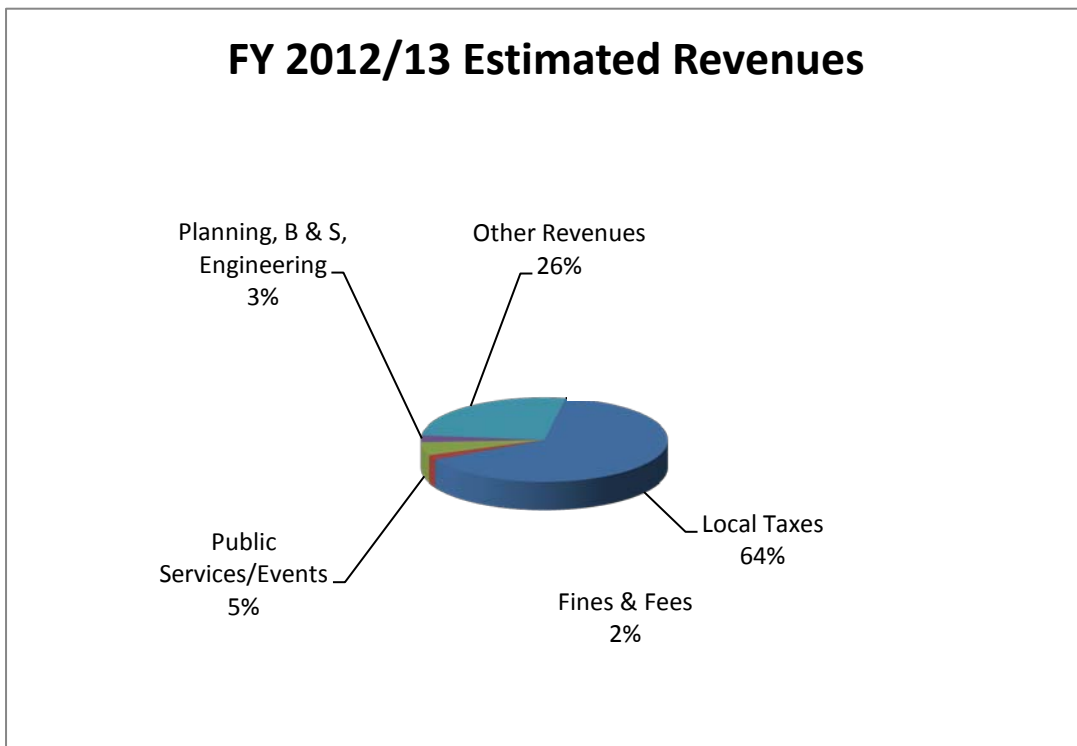
Town of Apple Valley - Appropriations
Fiscal Year 2012/13 - Summary of General Fund

FUNDS	Appropriations
General Government	\$7,591,582
Public Safety	11,186,251
Public/Municipal Services	3,091,075
Community/Economic Development	1,345,102
Total Expenditures	\$23,214,010



Town of Apple Valley - Budgeted Revenues
Fiscal Year 2012/13- Summary of General Fund

SOURCE	REVENUES
Local Taxes	14,975,000
Fines & Fees	440,000
Public Services/Events	1,173,460
Planning, B & S, Engineering	619,300
Other Revenues	6,200,549
Total Revenues	<u><u>23,408,309</u></u>

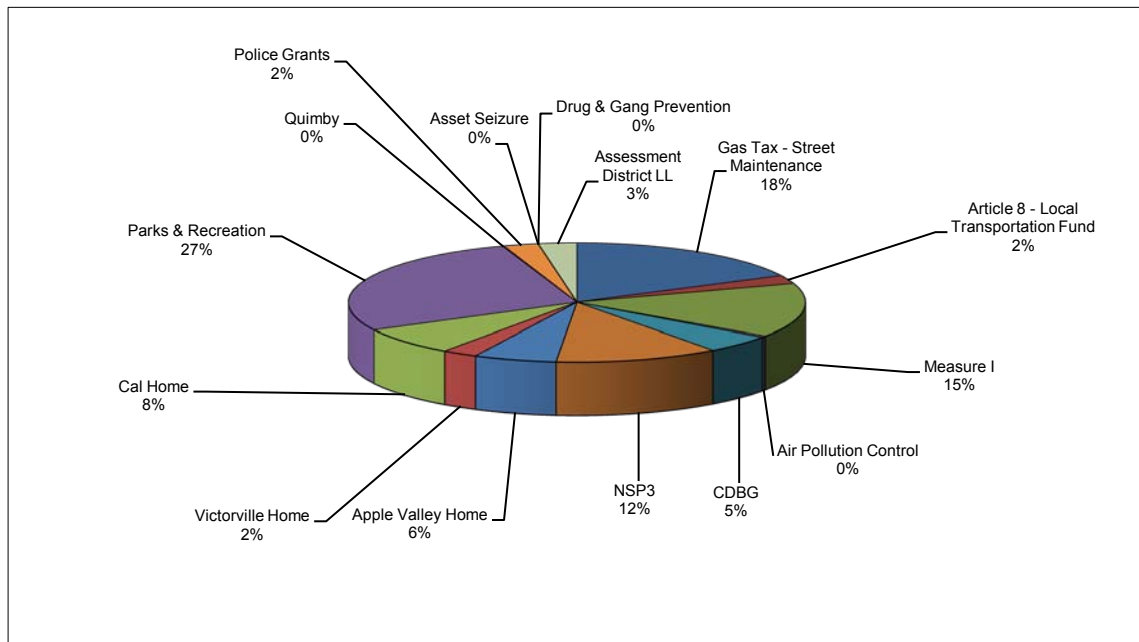


GENERAL FUND REVENUE							
Code	Revenue Classification	Actual Revenue 2009-10	Actual Revenue 2010-11	Amended Budget 2011-12	Estimated Revenue 2011-12	% of Revenue Received	Adopted Budget 2012-13
LOCAL TAXES							
4020	Property Tax	2,189,849	2,049,373	2,282,000	2,282,000	100.0%	2,300,000
4025	Property Tax (Sales Tax Backfill)	1,189,135	1,382,393	1,217,000	1,217,000	100.0%	1,409,000
4030	Property Tax (VLF Backfill)	5,734,168	5,168,855	5,169,000	5,169,000	100.0%	5,170,000
4055	Sales & Use Tax	3,689,967	3,819,221	3,760,000	3,760,000	100.0%	4,068,000
4070	VVEDA Reimbursement	62,437	-	-	-	-	-
4085	Franchise Taxes	1,565,696	1,727,194	1,750,000	1,750,000	100.0%	1,700,000
4095	Transient Occupancy Tax	9,823	6,051	10,000	10,000	100.0%	8,000
4110	Motor Vehicle In-Lieu	197,306	318,318	109,634	109,634	100.0%	-
4134	Tax increment/Pass through	109,355	40,152	100,000	100,000	100.0%	-
4142	Business License Fees	185,438	179,195	200,000	200,000	100.0%	180,000
4144	CSA 17	-	1,630,304	-	-	-	-
4176	Property Transfer Tax	164,574	141,983	160,000	160,000	100.0%	140,000
Subtotal - Local Taxes		15,097,748	16,463,039	14,757,634	14,757,634	100.0%	14,975,000
FINES & FEES & PUBLIC SAFETY CONTRIBUTIONS							
4355	Police Fines & Forfeitures	134,562	127,488	125,000	125,000	100.0%	120,000
4360	False Alarms	-	100	-	-	-	-
4365	Police Reports & Charges	-	-	25,000	25,000	100.0%	5,000
4377	Tow Release	119,485	101,800	75,000	75,000	100.0%	75,000
6925	OTS Sobriety Check Point	51,512	32,760	-	58,540	-	50,000
6927	Police Grants	264,043	134,902	277,000	277,000	100.0%	190,000
Subtotal - Fines & Fees		569,602	397,050	502,000	560,540	111.7%	440,000
PUBLIC SERVICES							
4145	Debris Recycling	2,500	1,500	2,500	2,500	100.0%	1,000
4160	Microfilming	4,634	4,162	5,000	5,000	100.0%	5,000
4410	Animal Control Citation Fines	23,987	20,851	20,000	20,000	100.0%	20,000
4420	Animal Control Permits	2,550	2,175	2,500	2,500	100.0%	3,000
4430	Animal Licenses	268,686	264,369	250,000	250,000	100.0%	260,000
4435	Animal Services Sheltering Contract	-	-	-	-	-	221,460
4440	Field P/U Apprehension	9,943	9,001	15,000	15,000	100.0%	10,000
4450	Field P/U Release	7,162	7,304	6,000	6,000	100.0%	6,000
4460	Impound Boarding Fees	22,079	21,075	20,000	20,000	100.0%	20,000
4465	Lien Fees	2,136	701	-	-	-	1,000
4470	Miscellaneous AC	20,816	17,358	20,000	20,000	100.0%	22,000
4480	Owner Turn in @ Shelter	13,432	18,090	11,000	11,000	100.0%	15,000
4490	Pet Adoptions	56,600	81,089	65,000	65,000	100.0%	70,000
4500	Quarantine Fees	1,150	1,595	1,500	1,500	100.0%	1,500
4510	Rabies Vaccination	3,852	8,456	5,000	5,000	100.0%	14,000
4517	Shelter Cap. Impr. County Payment	-	-	-	-	-	35,000
4520	Shelter Donations	-	253	-	-	-	-
4530	Over/Short	140	11	-	-	-	-
4540	Spay and Neuter Deposit	2,540	4,065	1,500	1,500	100.0%	2,500
4550	State Mandated Fees AC	7,705	6,590	6,000	6,000	100.0%	6,000
5580	Short/Over Recreation	146	-	-	-	-	-
6050	Code Enforcement Fines	586,629	639,250	600,000	600,000	100.0%	300,000
6070	Property Maint Inspections	113,981	107,989	120,000	120,000	100.0%	120,000
6168	Right-of-Way Permits	39,799	53,300	33,000	33,000	100.0%	40,000
Total - Public Services		1,190,467	1,269,184	1,184,000	1,184,000	100.0%	1,173,460
BUILDING AND SAFETY							
6108	Building Permits	197,880	220,864	325,000	325,000	100.0%	300,000
6114	CSA	-	1550	-	-	-	-
6120	Electrical	27,159	30,558	30,000	30,000	100.0%	30,000
6130	Grading	2,970	4,150	5,000	5,000	100.0%	2,500
6134	Inspections (Other)	10,528	9,372	12,000	12,000	100.0%	10,000
6148	Mechanical	28,183	26,708	25,000	25,000	100.0%	25,000
6152	Misc Revenue - Building & Safety	2,690	3,453	3,000	3,000	100.0%	3,500
6158	Plan Check	86,466	80,009	92,000	92,000	100.0%	95,000
6162	Plumbing	36,163	36,852	30,000	30,000	100.0%	30,000
6169	SB 1473	-	372	-	-	-	-
6174	SMI Tax	177	511	1,500	1,500	100.0%	-
Total - Building & Safety		392,216	414,399	523,500	523,500	100.0%	496,000
PLANNING AND ZONING							
6104	Appeals	224	468	500	500	100.0%	500
6110	Certificate of Compliance	1,733	2,346	2,000	2,000	100.0%	1,500

GENERAL FUND REVENUE							
Code	Revenue Classification	Actual Revenue 2009-10	Actual Revenue 2010-11	Amended Budget 2011-12	Estimated Revenue 2011-12	% of Revenue Received	Adopted Budget 2012-13
6112	Copies and Reproduction	3,558	4,847	4,000	4,000	100.0%	3,000
6118	Development Permit	11,506	5,942	10,000	10,000	100.0%	12,000
6122	Extension of Time Request	-	-	-	-	-	-
6128	General Plan Amendment	11,436	16,464	20,000	20,000	100.0%	12,000
6132	Home Occupation Permit	6,875	8,580	5,000	5,000	100.0%	5,000
6142	Lot Line Adjustment	2,742	1,960	2,000	2,000	100.0%	2,000
6144	Lot Merger	1,168	584	2,000	2,000	100.0%	2,000
6150	Minor Sub-divisions	91	-	-	-	-	-
6156	Miscellaneous Revenue - Planning	8,273	1,737	-	-	-	7,800
6165	Open Space	613	21	-	-	-	-
6167	Refund Processing Fees	88	-	-	-	-	-
6170	Sign Permit	3,572	2,434	3,000	3,000	100.0%	1,500
6172	Site Plan Review	22,348	23,162	25,000	25,000	100.0%	7,000
6176	Special Events	2,848	1,291	4,000	4,000	100.0%	1,000
6178	Specific Plan	11,700	-	5,000	5,000	100.0%	-
6180	Tentative Parcel Map	3,801	-	5,000	5,000	100.0%	3,000
6182	Tentative Tract Map	-	8,148	5,000	5,000	100.0%	3,000
6192	Use Permit	37,685	39,783	35,000	35,000	100.0%	30,000
6195	Variance (Deviations)	3,748	2,339	6,000	6,000	100.0%	2,000
Total - Planning Fees		134,009	120,106	133,500	133,500	100.0%	93,300
ENGINEERING							
6154	Miscellaneous -Engineering	142	146	2000	2000	100.0%	-
6160	Plan Check	22,835	6,256	10,000	10,000	100.0%	20,000
6184	Transportation Impact Fees	233	-	-	-	-	-
6188	Transportation Permits	5,711	3,022	8,000	8,000	100.0%	10,000
Total - Engineering		28,921	9,424	20,000	20,000	100.0%	30,000
Sub Total - Community Development		555,146	543,929	677,000	677,000	100.0%	619,300
OTHER REVENUES							
4148	Donations	10	-	-	-	-	-
4165	Miscellaneous Penalties or Fines	2,150	2,031	2,000	2,000	100.0%	2,100
4168	Notary Fees	20	40	5,000	5,000	100.0%	-
4170	Other Revenue Sources	0	345,617	300,000	300,000	100.0%	-
4172	Passport Fees	16,718	16,155	15,000	15,000	100.0%	15,000
4181	Refunds, Reimbursements	7,796	273,235	35,000	35,000	100.0%	275,750
4183	Sale of Fixed Assets	-	-	-	-	-	450,000
4184	Short/Over	-	-	-	-	-	-
4185	State Mandated Reimbursements	19,089	30,166	30,000	30,000	100.0%	36,000
4255	Interest Earnings	232,385	66,935	75,000	75,000	100.0%	88,400
4352	Booking Fees	1,597	2,372	1,000	1,000	100.0%	600
4370	Restitution	5,467	912	1,000	1,000	100.0%	1,000
5540	Sponsorship Revenue	5,600	5,450	10,550	10,550	100.0%	-
5700	Rentals	-	1,738	-	-	-	3,500
6690	Water Use Fees	28,800	-	20,000	20,000	100.0%	20,000
6808	EMPG Grant	11,498	10,985	18,000	18,000	100.0%	8,900
6996	Town Store Sales	1,964	807	1,500	1,500	100.0%	12,000
6999	Transfer In - Street Maint. Fund 2010	-	-	737,364	737,364	100.0%	761,203
6999	Transfer In - Parks & Rec. Fund 2510	-	-	346,499	346,499	100.0%	343,300
6999	Transfer in - Police Grants Fund 2610	-	-	-	-	-	149,797
6999	Transfer In - VVEDA RORF PA#1 2720	-	-	-	150,598	-	-
6999	Transfer In - RORF PA#2 2730	-	-	-	150,598	-	-
6999	Transfer In - RDA/VVEDA Fund 4010	-	-	361,435	210,837	58.3%	-
6999	Transfer In - RDA PA No. 2 Fund 4020	-	-	361,436	210,837	58.3%	-
6999	Transfer In - Wastewater Fund 5010	-	-	1,664,026	1,664,026	100.0%	1,668,583
6999	Transfer In - Solid Waste Fund 5510	-	-	1,601,001	1,601,001	100.0%	1,584,416
6999	Transfer In - 5510 Franchise Fee	480,350	470,510	480,000	480,000	100.0%	780,000
Subtotal - Other Revenues		813,444	1,226,953	6,065,811	6,065,810	100.0%	6,200,549
TOTAL - GENERAL FUND REVENUES		18,226,407	19,900,154	23,186,445	23,244,984	100.3%	23,408,309

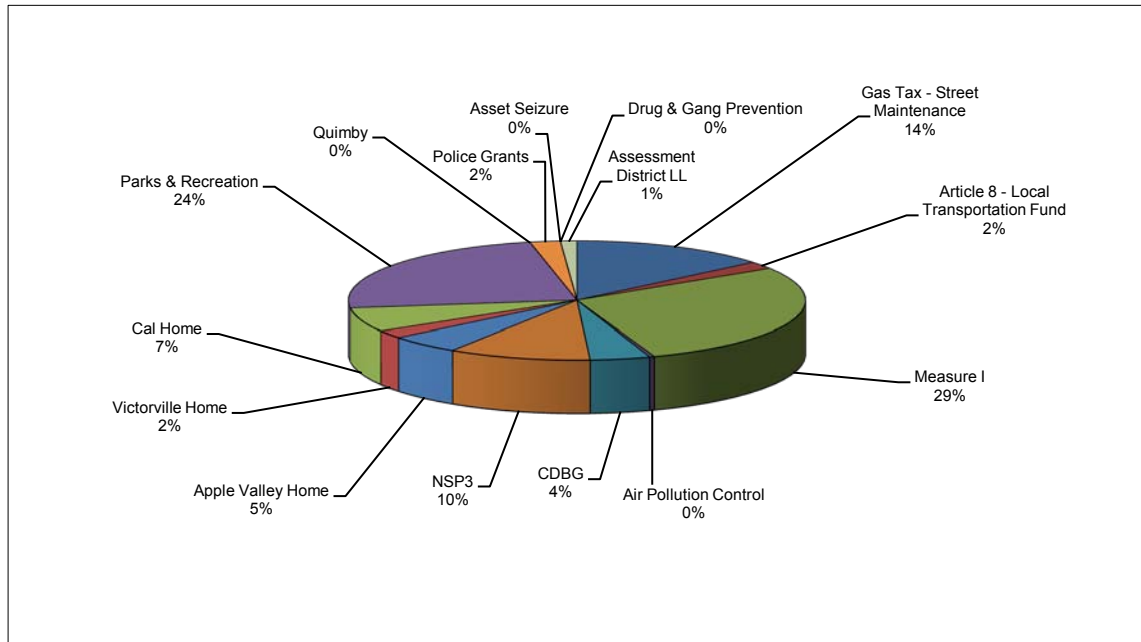
2012/13 Special Revenue Funds Revenue

Gas Tax - Street Maintenance	\$2,105,407
Article 8 - Local Transportation Fund	275,394
Measure I	1,756,325
Air Pollution Control	47,410
CDBG	581,334
NSP3	1,382,226
Apple Valley Home	697,773
Victorville Home	298,112
Cal Home	900,000
Parks & Recreation	3,272,598
Quimby	10,500
Police Grants	295,497
Asset Seizure	-
Drug & Gang Prevention	-
Assessment District LL	325,200
Total-Special Rev Funds Revenue	<u><u>\$11,947,776</u></u>

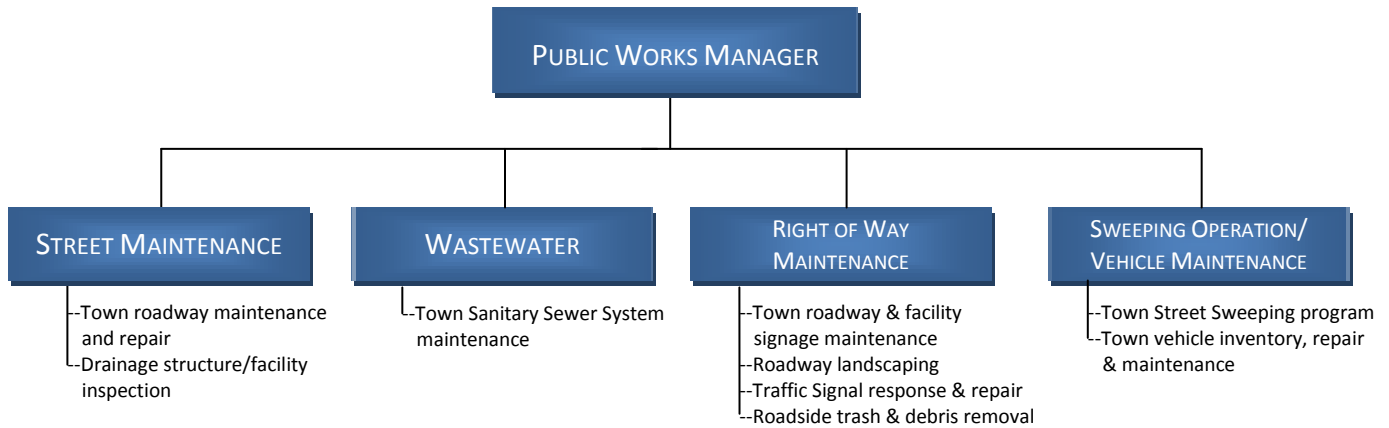


2012/13 Special Revenue Funds Expenditures

Gas Tax - Street Maintenance	\$1,927,213
Article 8 - Local Transportation Fund	275,394
Measure I	3,922,500
Air Pollution Control	47,320
CDBG	581,334
NSP3	1,382,226
Apple Valley Home	697,773
Victorville Home	298,112
Cal Home	900,000
Parks & Recreation	3,272,598
Quimby	-
Police Grants	295,497
Asset Seizure	-
Drug & Gang Prevention	-
Assessment District LL	160,250
Total-Special Rev Funds Expenditures	<u><u>\$13,760,217</u></u>



PUBLIC WORKS



DEPARTMENT DESCRIPTION

The Public Works Department is comprised of two separate funding programs, the Street Maintenance Fund and the Wastewater Enterprise Fund.

The Street Maintenance Funds are used for the ongoing street maintenance obligation of roadway repair, striping, signing, sweeping, landscaping and signal system maintenance. Roadway improvements consisting of pavement slurry seals, overlays and total reconstruction are also funded based on the Town’s Pavement Management System. Funds are allocated to reflect new traffic loads and patterns resultant from various projects, new school sites and a contingency funding for flood or other emergency damage or repairs. Funds are also allocated in order to comply with the Federal American Disability Act and National Pollution Detection and Elimination System requirements.

The Wastewater Enterprise Funds are used for the ongoing obligation to provide and maintain wastewater collection and transmission systems, perform and provide feasibility studies and design engineering tasks necessary to determine how an area may be best served by a wastewater system, and conform with the Town’s Sanitary Sewer Management Plan as mandated by the California State Water Resources Control Board.

Besides the department Administration, the Public Works Department is comprised of 4 divisions as follows; Wastewater Division, Street Maintenance Division, Right-Of-Way Maintenance Division, and Sweeping Operation/Vehicle Maintenance Division.

DIVISION/MAJOR PROGRAM DESCRIPTIONS

Administration: Directs all facets of operations, sets priorities, and assigns resources. It is responsible for evaluating services, interpreting policies, developing comprehensive programs tailored to community needs, recommending and prioritizing projects based on anticipated demands, and performing long range planning and strategic programming of projects. Administration represents the Town on various boards and provides legislative representation as required.

Wastewater: Responsible for the maintenance and operation of the Town’s collection and transmission systems, including 145 miles of pipeline, 3,059 manhole structures, 269 clean-out structures, and 9 pumping/lift stations. The systems serve approximately 11,000 Town customers (residential, commercial and industrial) generating an average daily flow of approximately 1.7 million gallons.

Street Maintenance: Responsible for the maintenance and repair of all Town paved/improved and some unpaved roads. The division performs various types of pavement preservation and rehabilitation work, sidewalk repair and replacement, local drainage structure/facility inspection and cleaning, traffic signal system response and repair, roadway marking maintenance and replacement, and also provide emergency response to roadway clearing or closing/diverting.

Right-Of-Way: Responsible for the maintenance and repair of Town roadway and facility signage, roadway landscaping, assessment district landscaping and drainage facilities, traffic signal system response and repair, public property graffiti abatement, public bus shelter construction, maintenance and repair, and roadside trash, debris and vegetation removal.

Sweeping Operation/Vehicle Maintenance: Responsible for sweeping over 195 lane miles to comply with the Town's NPDES permit and the Federal Clean Air Act, the maintenance, inventory and repair of all vehicles, tools and equipment of the Public Works Department, and the maintenance and repair of the Town's Pool vehicles.

2012-13 PROGRAMMATIC CHANGES

WASTEWATER ENTERPRISE FUND: Sewage treatment costs remain the same based on the average flows to the VVWRA Treatment Facility. The FY12-13 budget includes capital fund expenditures to make necessary replacements or improvements at lift stations AD2B and AD3A-1, and begin the design and construction of the new Jess Ranch Lift Station. Specifically-

- \$234,000 AD2B Lift Station Improvements for additional capacity
- \$60,000 AD3A-1 Lift Station improvements for flood protection, security and aesthetics
- \$2,729,570 Jess Ranch Lift Station Project
- \$40,000 Dry-Prime Emergency Bypass Pump
- \$15,000 6" Sewer Video Inspection Camera System
- Additionally, funds are also included for the continuation and completion of carryover FY11-12 projects previously approved-
- \$200,000 Town Sewer Master Plan Update

STREET MAINTENANCE FUND: The FY12-13 budget includes capital fund expenditures associated with an expansion of service and duties for the Street Maintenance and ROW Maintenance Divisions to include a roadway pavement crack-sealing program. Specifically-

- \$55,000 trailer-mounted pavement crack-sealing vehicle



2011-12 HIGHLIGHTS

- Completion of Lift Station AD3A-1 Comminuter Grinder Pump Construction Project
- Commencement of Town Sewer System Master Plan Update Project
- Completion of Public Works Facility construction and transfer of operational activities
- Completion of Lift Station AD2A-2 Pump Replacement Project
- Completion of Lift Station AD3A-1/2 Building Roof Repair Project
- Completion of SCADA Base Station Rebuild Project
- Commencement of sidewalk inventory, inspection and repair program
- Wet-well bypassing and cleaning at all 8 lift stations
- Recorded 0 sanitary sewer overflows
- 39.4 miles of sewer mainline cleaned
- 13.4 miles of sewer mainline video inspected
- 69 roadway sectionals removed/replaced

- 16 local drainage structures inspected/cleaned
- 4 sections of roadway sidewalk repaired/replaced
- 29,668LF of roadway marking lanelines replaced/installed
- 76 roadway marking legends replaced/installed
- 161 street name signs replaced/installed
- 177 roadway signs replaced/installed

2012-13 GOALS AND OBJECTIVES

- Completion of Town Sewer System Master Plan Update Project
- Completion of Lift Station AD2B Improvements for capacity
- Completion of Lift Station AD3A-1 Improvements for flood protection
- Commencement of Jess Ranch Lift Station Design and Construction
- Commencement of Comprehensive Roadway Pavement Crack-Sealing Program

Department Performance Measures – Public Works		
	Actual FY 11-12	Goal FY 12-13
Sewer mainline cleaned (miles)	39.4	45
Sewer mainline video inspected	13.4	15
Local drainage structures inspected and cleaned	16	120
Street name signs replaced	166	300
Roadway signs replaced	177	208
Roadway sections replaced	69	70
Roadway marking lanelines replaced (miles)	29,668	30,000
Roadway marking legends replaced	76	150

STREET MAINTENANCE FUND

TOTAL BUDGET - \$1,927,213

This budget covers the Town's street maintenance program including street repairs and street sweeping. Revenue comes from two major sources: Gas Taxes, Proposition 42 Traffic Congestion Relief Funds and Local Transportation Funds. Total expenditures in the fund are offset by a transfer in from the Local Transportation Fund. All items included in the budget reflect a continuation of a similar aggressive level of street maintenance service when compared to the previous fiscal year. Funds have been allocated to reflect new traffic loads and patterns resulting from various projects.



STREET MAINTENANCE FUND

TOTAL BUDGET - \$1,927,213

STREET MAINTENANCE FUND 2010-5010							
Code	Revenue Classification	Actual Revenue 2009-10	Actual Revenue 2010-11	Adopted Budget 2011-12	Estimated Revenue 2011-12	% of Revenue Received	Adopted Budget 2012-13
BEGINNING FUND BALANCE		(70,000)	-	(4,959)	(4,959)		221,891
4181	Refunds, Reimb, Rebates	43,924	14,406	-	-		-
6809	Section 2103	-	665,562	778,901	741,298	95.2%	763,049
6810	Section 2105	394,730	377,881	370,639	343,439	92.7%	339,778
6811	Section 2106	248,222	237,192	234,174	234,576	100.2%	232,058
6812	Section 2107	525,582	504,899	493,243	487,240	98.8%	487,628
6813	Section 2107.5	11,133	11,367	7,500	7,500	100.0%	7,500
6818	Traffic Congestion Relief (Prop. 42)	632,208	-	-	-		-
6999	Transfer In - Fund 2015	-	-	275,394	275,394	100.0%	275,394
Total Revenues		1,855,799	1,811,307	2,159,851	2,089,447	96.7%	2,105,407
Code	Expenditure Classification	Actual Expense 2009-10	Actual Expense 2010-11	Adopted Budget 2011-12	Estimated Expense 2011-12	% of Budget Expended	Adopted Budget 2012-13
Personnel Services							
7010	Salaries & Wages - Permanent	325,030	289,117	293,269	293,269	100.0%	260,439
7030	Overtime	11,045	2,785	15,000	15,000	100.0%	15,000
7110	Cafeteria Benefits	70,512	62,362	63,206	63,206	100.0%	52,082
7120	Deferred Comp	1,184	1,216	1,241	1,241	100.0%	1,400
7150	Medicare	4,848	4,176	4,230	4,230	100.0%	3,776
7160	PERS	69,750	61,948	72,241	72,241	100.0%	54,973
Total Personnel		482,369	421,604	449,187	449,187	100.0%	387,670
Operations & Maintenance							
7180	Uniform cleaning and replacement	3,398	3,698	3,500	2,800	80%	3,000
7223	Disposal	2,483	1,879	2,100	2,100	100%	-
7229	Education & Training	1,734	1,318	750	750	100%	650
7241	Meetings & Conferences	96	178	100	-	0%	100
7247	Membership & Dues	-	360	300	420	140%	440
7253	Mileage	782	-	150	-	0%	100
7259	Miscellaneous	134	308	1,500	1,500	100%	1,500
7265	Office Supplies	11	87	1,500	200	13%	1,000
7277	Printing	7	-	-	-	0%	-
7295	0109 Utilities Phones, Internet	163,295	153,323	155,000	155,000	100%	7,500
7295	0847 Utilities Electricity usage	-	-	-	-		100,000
7295	0848 Utilities Natural gas usage	-	-	-	-		1,500
7295	0849 Utilities Water usage	-	-	-	-		23,000
7335	NPDES - Compliance	26,543	31,992	20,000	20,000	100%	20,000
7360	Safety	81	505	500	350	70%	500
7655	Building Maintenance	1,260	1,068	1,000	1,531	153%	4,550
7907	Curbs & Sidewalks	15,000	4,842	-	126	126%	-
7914	Drain Maint. & Repair	5,359	7,334	20,000	5,000	25%	15,000
7928	Paving & Sealing	37,331	83,980	80,800	56,950	70%	-
7935	ROW Maintenance	100,066	88,343	131,500	105,000	80%	110,000
7956	Signal & Lighting Maint.	95,380	68,800	75,000	50,000	67%	75,000
7963	Signing	86,573	21,377	35,000	27,000	77%	25,000
7970	Small Tools	3,632	3,491	2,000	2,000	100%	5,000
7977	Street Repairs	152,924	377,764	134,500	59,032	44%	150,000
7984	Street Striping	22,287	30,518	50,000	35,202	70%	35,000
7991	Street Sweeping	35,807	28,513	40,000	23,140	58%	20,000

Code	Expenditure Classification	Actual Expense 2009-10	Actual Expense 2010-11	Adopted Budget 2011-12	Estimated Expense 2011-12	% of Budget Expended	Adopted Budget 2012-13
8916	Audit	-	1,700	1,700	1,700	100%	1,700
8940	Contracted Services	5,297	11,032	-	2,330		3,000
8964	Engineering Contractor	117,408	73,615	225,000	70,521	31%	75,000
9013	Communications Equipment	536	380	-	-		-
9026	Equipment & Radio Maintenance	401	747	1,000	1,000	100%	700
9052	Gasoline, Diesel, Oil	32,314	33,577	30,000	30,495	102%	35,000
9065	Leased Equipment	945	593	700	400	57%	600
9078	Safety Equipment	881	1,099	1,500	1,500	100%	1,500
9091	Vehicle Maintenance	10,141	6,807	7,000	7,000	100%	7,000
9610	Transfer from 2015	(647,387)	(523,929)	-	-		-
9610	Transfer 2910	(1,608)	-	-	-		-
9999	Operating Transfers	1,026,624	879,363	737,364	737,364	100%	761,203
	Total Operations & Maint	1,299,735	1,394,662	1,759,464	1,400,411	79.6%	1,484,543
9120	Capital Outlay	-	-	13,000	13,000		55,000
9417	Capital Projects	3,695	-	-	-		-
9860	Interest Expense	-	-	-	-		-
9525	Paving - PMS Priority	-	-	-	-		-
	Total Capital Expenditures	3,695	-	13,000	13,000	100.0%	55,000
	Total Expenditures	1,785,799	1,816,266	2,221,651	1,862,598	83.8%	1,927,213
	ENDING FUND BALANCE	-	(4,959)	(66,759)	221,891		400,085

<u>Personnel Schedule</u>	<u>Actual 2009-2010</u>	<u>Actual 2010-2011</u>	<u>Actual 2011-12</u>	<u>Adopted 2012-13</u>
Public Works Manager	0.50	0.50	0.50	0.50
Public Works Supervisor	0.50	0.50	0.50	0.50
Public Services Technician	1.00	1.00	0.00	0.00
Senior Maintenance Worker	1.00	1.00	1.00	1.00
Maintenance Worker II	1.00	1.00	1.00	0.00
Maintenance Worker I	4.00	4.00	4.00	3.00
Total FTE's:	8.00	8.00	7.00	5.00

LOCAL TRANSPORTATION FUND

TOTAL BUDGET – \$275,394

The expenditures in this budget reflect a transfer of SB325/Article 8 funds to the street maintenance programs. The expected fund balance at the beginning of the budget year is \$338,890 and SB325 funds totaling \$275,394 are expected to be received in fiscal year 2012-13, leaving an expected fund balance at the end of the fiscal year of \$338,890.



LOCAL TRANSPORTATION FUND

TOTAL BUDGET - \$275,394

LOCAL TRANSPORTATION FUND 2015-5210							
Code	Revenue Classification	Actual Revenue 2009-10	Actual Revenue 2010-11	Amended Budget 2011-12	Estimated Revenue 2011-12	% of Revenue Received	Adopted Budget 2012-13
	BEGINNING FUND BALANCE	(141,196)	169,060	79,348	79,348		338,890
6804	Sales Tax - SB 325	966,108	435,557	534,936	534,936	100.0%	275,394
	Total Revenues	966,108	435,557	534,936	534,936	100.0%	275,394
Code	Expenditure Classification	Actual Expense 2009-10	Actual Expense 2010-11	Amended Budget 2011-12	Estimated Expense 2011-12	% of Budget Expended	Adopted Budget 2012-13
9860	Interest Expense	8,465	1,340	-	-		-
9999	Transfer to Street Maint.	647,387	523,929	275,394	275,394	100.0%	275,394
	Total Expenditures	655,852	525,269	275,394	275,394		275,394
	ENDING FUND BALANCE	169,060	79,348	338,890	338,890		338,890

MEASURE I FUND

TOTAL BUDGET – \$3,922,500

Several projects are planned or in progress from Measure I, TIF Fees, Bond Funds and special grants received by the Town. It is anticipated that the Town will spend over \$2,000,000 on various paving projects throughout the community and the balance on various road enhancements and continuation of the Yucca Loma Bridge connection to Victorville.



MEASURE I LOCAL

TOTAL BUDGET - \$3,922,500

Capital Improvement Program-Measure I Local 2040 - Account Number 2021-5210							
Code	Revenue Classification	Actual Revenue 2009-10	Actual Revenue 2010-11	Amended Budget 2011-12	Estimated Revenue 2011-12	% of Revenue Received	Adopted Budget 2012-13
BEGINNING FUND BALANCE		-	104,398	1,762,235	1,762,235		2,222,305
4181	Reimb from SB County (9307)	-	-	-	-		107,325
4055	Sales Tax - Local (35%)	104,398	1,680,074	1,500,000	1,500,000	100.0%	1,646,000
4255	Interest	-	3,579	130,000	3,000	2.3%	3,000
9999	Transfer in - 2025	-	-	-	2,200,000		-
Total Revenue		104,398	1,683,653	1,630,000	3,703,000	227.2%	1,756,325
Code	Expenditure Classification	Actual Expense 2009-10	Actual Expense 2010-11	Amended Budget 2011-12	Estimated Expense 2011-12	% of Budget Expended	Adopted Budget 2012-13
Capital Projects (Infrastructure)							
9282	Bear Valley Bridge Rehabilitation	-	-	-	-		330,000
9307	Central Road Resurface	-	-	500,000	500,000	100.0%	300,000
9337	Dale Evans Resurface	-	-	500,000	500,000	100.0%	1,095,000
9390	High Desert Corridor	-	-	-	-		25,000
9410	Hwy 18/AV Rd Intersection Imprv.	-	-	-	-		50,000
9422	Johnson Road Paving	-	-	200,000	200,000	100.0%	-
9424	Kasota Road North	-	-	-	-		62,500
9442	Kiowa Rd (Bear Valley & Tussing)	-	25,816	-	-		665,000
9460	Nakash Rd Rehabilitation	-	-	-	-		90,000
9525	Paving - PMS Priorities	-	-	1,500,000	1,500,000	100.0%	700,000
9538	Rancherias Road Resurface	-	-	500,000	500,000	100.0%	600,000
9546	SanBag Congestion Mgmt Plan	-	-	-	-		5,000
9999-4910	Transfer out - 4910 BV Bike Grant	-	-	42,930	42,930	100.0%	-
Total Expenditures		-	25,816	3,242,930	3,242,930	100.0%	3,922,500
ENDING FUND BALANCE		104,398	1,762,235	149,305	2,222,305		56,130

AIR POLLUTION CONTROL

TOTAL BUDGET - \$47,320

This fund accounts for AB 2766 revenues received from the State Department of Motor Vehicles which are subvned to the South Coast Air Quality Management District for disbursement to local agencies to implement programs that reduce air pollution from motor vehicles. The AB 2766 Subvention Program provides a funding source to meet requirements of federal and state Clean Air Acts, and for implementation of motor vehicle measures in the AQMD Air Quality Management Plan (AQMP) including support of the Victor Valley Transportation Authority (VVTA), carpooling efforts and other clean air mitigation measures.

Air Pollution Control 2040-5410 (AB2766)							
Code	Revenue Classification	Actual Revenue 2009-10	Actual Revenue 2010-11	Amended Budget 2011-12	Estimated Revenue 2011-12	% of Budget Received	Adopted Budget 2012-13
3600	BEGINNING FUND BALANCE	67,613	86,267	109,129	109,129		86,539
6802	DMV Subventions	48,175	47,320	-	47,320		47,320
4255	Interest	478	542	-	90		90
	Total Revenue	48,654	47,862	0	47,410		47,410
Code	Expenditure Classification	Actual Expense 2009-10	Actual Expense 2010-11	Amended Budget 2011-12	Estimated Expense 2011-12	% of Budget Expended	Adopted Budget 2012-13
8940	Contract Services	30,000	25,000	-	70,000		47,320
	Total Expenditures	30,000	25,000	-	70,000		47,320
	ENDING FUND BALANCE	86,267	109,129	109,129	86,539		86,629

COMMUNITY DEVELOPMENT BLOCK GRANT

TOTAL BUDGET - \$581,334

This fund accounts for revenues received from the Department of Housing and Urban Development (HUD) which are to be expended for approved Federal Housing and Community Development Act projects. These revenues must be expended to accomplish one of the following objectives: elimination of slum or blight, benefit low and moderate income persons, or to meet certain urgent community development needs.

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUND 2120-4210							
Code	Revenue Classification	Actual Revenue 2009-10	Actual Revenue 2010-11	Amended Budget 2011-12	Estimated Revenue 2011-12	\$ of Revenue Received	Adopted Budget 2012-13

BEGINNING FUND BALANCE		(119,432)	(17,888)	(28,290)	(28,290)		-
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4181	Refunds, Reimb, Rebates	-	284	-	-		-
6824	FY 05-06 CDBG Allocation	11,514	-	-	-		-
6827	FY 08-09 CDBG Allocation	246,245	669	-	-		-
6828	FY 09-10 CDBG Allocation	319,394	100,823	87,805	87,805	100%	-
6829	FY 10-11 CDBG Allocation	-	520,104	277,447	277,447	100%	-
6830	FY 11-12 CDBG Allocation	-	-	575,099	575,099	100%	-
6831	FY 12-13 CDBG Allocation	-	-	-	-		581,334
6880	Program Income	-	-	3,400	3,400	100%	-

Total Revenues		577,153	621,880	943,751	943,751	-	581,334
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Code	Expenditure Classification	Actual Expense 2009-10	Actual Expense 2010-11	Amended Budget 2011-12	Estimated Expense 2011-12	% of Budget Expended	Adopted Budget 2012-13
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Personnel Services							
7010	Salaries & Wages - Permanent	83,577	78,856	48,837	48,837	100.0%	130,173
7110	Cafeteria Benefits	10,272	9,108	7,271	7,271	100.0%	18,841
7120	Deferred Compensation	1,772	1,577	1,099	1,099	0.0%	2,490
7150	Medicare	1,286	1,173	797	797	100.0%	1,888
7160	PERS	18,223	16,481	13,540	13,540	100.0%	27,477
Total Personnel		115,130	107,195	71,544	71,544	100.0%	180,868

7205	Advertising	-	-	1,000	1,000	100%	1,000
7229	Education & Training	-	321	1,000	1,000	100%	1,050
7241	Meetings & Conferences	798	371	1,000	1,000	100%	1,050
7253	Mileage	283	457	1,000	1,000	100%	1,000
7259	Misc Costs	-	-	377	377	100%	1,399
7265	Office Supplies	104	834	699	699	100%	700
7277	Printing	-	8	-	-		-
7289	Subscriptions	213	-	-	-		500
7350	Public Information	-	-	500	500	100%	500
8916	Audit	-	-	2,900	2,900	100%	1,450
8940	Contract Services	-	-	35,000	35,000	100%	3,000
8994	Unfunded Loan Costs	465	1,567	-	-		8,107
Total Operations & Maintenance		1,863	3,558	43,476	43,476	100%	19,756

FY 12-13 CDBG Program							
7430-0100	Assistance League of Victor Valley			-	-		14,716
7430-0200	Catholic Charities			-	-		10,716
7430-0300	San Bernardino County Library			-	-		5,000

Code	Expenditure Classification	Actual Expense 2009-10	Actual Expense 2010-11	Amended Budget 2011-12	Estimated Expense 2011-12	% of Budget Expended	Adopted Budget 2012-13
7430-0500	Inland Fair Housing & Mediation Board - Fair Housing			-	-		13,033
7430-0550	Feed My Sheep Ministries			-	-		8,000
7430-0700	High Desert Homeless Services			-	-		14,716
7430-1000	Inland Fair Housing & Mediation Board - Landlord Tenant Medi			-	-		8,008
7430-1475	Thunderbird Park Improvements			-	-		54,000
7430-1480	Victor Valley Community Services Council			-	-		13,001
7430-1600	Village Neighborhood Street Improvements			-	-		139,520
7563-0000	Residential Rehabilitation Loan Program			-	-		100,000
7563-0000	Rehabilitation Administration			-	-		84,348
7563-0000	Salaries included in Personnel above			-	-		(84,348)
	Subtotal			-	-		380,710

FY 11-12 CDBG Program

7430-0075	Apple Valley PAL	-	-	16,074	16,074	100%	-
7430-0100	Assistance League	-	-	10,716	10,716	100%	-
7430-0200	Catholic Charities	-	-	10,716	10,716	100%	-
7430-0300	County Library	-	-	4,287	4,287	100%	-
7430-0360	Civic Center Park Aquatic Center	-	-	76,286	76,286	100%	-
7430-0500	Fair Housing	-	-	11,788	11,788	100%	-
7430-0700	High Desert Homeless Services	-	-	10,716	10,716	100%	-
7430-0955	James Woody Security	-	-	125,000	125,000	100%	-
7430-1000	Landlord/Tenant Mediation	-	-	7,500	7,500	100%	-
7430-1450	St. John of God Healthcare	-	-	6,429	6,429	100%	-
7430-1480	VV Community Services Council	-	-	8,037	8,037	100%	-
7430-1600	Village Road Project	-	-	172,530	172,530	100%	-
7562-0000	RRLP Loans - Program Income	-	-	3,400	3,400	100%	-
	Subtotal	-	-	463,479	463,479	100%	-

FY 10-11 CDBG Program

7430-0050	Apple Valley Christian Centers	-	8,008	-	-		-
7430-0075	Apple Valley Police Activities League	-	15,008	-	-		-
7430-0100	Assistance League of Victor Valley	-	8,008	-	-		-
7430-0200	Catholic Charities	-	7,008	-	-		-
7430-0300	County Library	-	4,008	-	-		-
7430-0500	Fair Housing	-	13,033	-	-		-
7430-0700	High Desert Homeless Services	-	15,508	-	-		-
7430-0951	James Woody Kitchen Rehab	-	-	21,000	21,000	100%	-
7430-0952	James Woody Dugouts	-	95,285	-	-		-
7430-1000	Landlord Tenant Mediation	-	8,008	-	-		-
7430-1250	Moses House Ministries	-	4,008	-	-		-
7430-1300	One 2 One Mentors	-	4,008	-	-		-
7430-1500	Victor Valley Domestic Violence	-	12,008	-	-		-
7559-0000	Residential Rehabilitation Loan Prgn	-	117,202	256,447	256,447	100%	-
	Subtotal	-	311,100	277,447	277,447	100%	-

FY 09-10 CDBG Program

7430-0050	Apple Valley Christian Centers	5,425	-	-	-		-
7430-0075	Apple Valley Police Activities League	7,889	-	-	-		-
7430-0100	Assistance League of Victor Valley	7,889	-	-	-		-
7430-0200	Catholic Charities	12,727	-	-	-		-
7430-0300	County Library	3,944	-	-	-		-
7430-0375	Corwin Park Shade Structure	28,905	2,984	-	-		-
7430-0500	Fair Housing	13,681	-	-	-		-
7430-0700	High Desert Homeless Services	7,889	-	-	-		-
7430-1000	Landlord Tenant Mediation	8,180	-	-	-		-
7430-1150	Mendel Park Shade Structure	28,714	136	-	-		-
7430-1250	Moses House Ministries	3,944	-	-	-		-
7430-1300	One 2 One Mentors	3,944	-	-	-		-
7430-1400	SB County Sexual Assault Services	4,733	-	-	-		-
7430-1450	St. John of God Health Care Svcs	3,944	-	-	-		-
7430-1475	Thunderbird Park Shade Structure	28,714	81	-	-		-

Code	Expenditure Classification	Actual Expense 2009-10	Actual Expense 2010-11	Amended Budget 2011-12	Estimated Expense 2011-12	% of Budget Expended	Adopted Budget 2012-13
7430-1500	Victor Valley Domestic Violence	11,833	-	-	-		-
7430-1600	Village Neighborhood Road Improve	0	207,247	-	-		-
7560-0000	Residential Rehabilitation Loan Prog	107,828	779	59,515	59,515	100%	-
	Subtotal	290,183	211,227	59,515	59,515	100%	-
	FY 08-09 CDBG Program						
7559	Residential Rehab Loans	68,433	(798)	-	-		-
	Subtotal	68,433	(798)	-	-		-
	Total Expenditures	475,609	632,282	915,461	915,461	100%	581,334
	ENDING FUND BALANCE	(17,888)	(28,290)	-	-		-

	Actual 2009-10	Actual 2010-11	Actual 2011-12	Adopted 2012-13
<u>Personnel Schedule</u>				
Housing & Community Dev. Spec II	0.35	0.50	0.45	0.00
Housing & Community Dev. Spec I	0.75	0.60	0.35	1.50
Associate Planner	0.00	0.00	0.00	0.15
Sr. Planner	0.00	0.00	0.00	0.08
Administrative Secretary	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	0.10
Total FTE's:	1.10	1.10	0.80	1.83

NSP3

TOTAL BUDGET - \$1,382,226

This fund accounts for grant funding received from the federal government for neighborhood stabilization program activities. NSP 3 is a 3-year grant for \$1,463,014 in total. 10% of this amount or \$146,301.40 may be used for administrative costs to administer the grant. The remaining amount of \$1,316,712.60 is to be used for housing activities.

		NSP3 2131-4210					
Code	Revenue Classification	Actual Revenue 2009-10	Actual Revenue 2010-11	Amended Budget 2011-12	Estimated Revenue 2011-12	% of Revenue Received	Adopted Budget 2012-13
BEGINNING FUND BALANCE		-	-	-	-	-	-
6829	NSP 10/11	-	552	1,463,014	80,236	5.5%	1,382,226
	Total Revenues		552	1,463,014	80,236	5.5%	1,382,226
Code	Expenditure Classification	Actual Expense 2009-10	Actual Expense 2010-11	Amended Budget 2011-12	Estimated Expense 2011-12	% of Budget Expended	Adopted Budget 2012-13
Personnel Services							
7010	Salaries	-	-	23,777	23,777	100.0%	22,017
7110	Cafeteria Benefits	-	-	3,281	3,281	100.0%	3,215
7120	Deferred Comp	-	-	476	476	100.0%	440
7150	Medicare	-	-	345	345	100.0%	319
7160	PERS	-	-	5,857	5,857	100.0%	4,647
	Total Personnel	-	-	33,736	33,736	100.0%	30,638
Operations & Maintenance							
7205	Advertising	-	-	1,000	1,000	100.0%	1,000
7229	Education & Training	-	-	1,000	1,000	100.0%	1,050
7241	Meetings & Conferences	-	-	2,000	2,000	100.0%	2,100
7253	Mileage Exp/Allowance	-	138	1,000	1,000	100.0%	1,000
7265	Office Supplies	-	-	1,000	1,000	100.0%	1,000
7350	Public Information	-	-	500	500	100.0%	500
8972	Legal	-	-	10,000	10,000	100.0%	10,000
	Total Operations & Maint	-	138.00	16,500	16,500	100.0%	16,650
NSP Activities							
7520	NSP Admin - Balance/Carry Over	-	414	96,065	-	0.0%	48,225
7521	NSP Acq./Rehab./MFR Uses	-	-	357,713	-	0.0%	357,713
7522	NSP Down Payment Assistance	-	-	105,000	30,000	28.6%	75,000
7521	New Const./Acq./MFR Uses	-	-	854,000	-	0.0%	854,000
	Total NSP Activities	-	414.00	1,412,778	30,000	2.1%	1,334,938
	Total Expenses	-	552.00	1,463,014	80,236	5.5%	1,382,226
ENDING FUND BALANCE		-	-	-	-	-	-

Personnel Schedule	Actual 2009-10	Actual 2010-11	Actual 2011-12	Adopted 2012-13
Housing & Comm. Dev Spec. I	0.00	0.00	0.30	0.31
Total FTE's:	0.00	0.00	0.30	0.31

APPLE VALLEY HOME

TOTAL BUDGET - \$697,773

This fund accounts for revenue received from the Department of Housing and Urban Development for assisting low and moderate income individuals to purchase homes thru the Down Payment Assistance Program (DAP) and make repairs to their existing homes thru the Residential Rehab. Loan Program (RRLP).

APPLE VALLEY HOME 2320-4210							
Code	Revenue Classification	Actual Revenue 2009-10	Actual Revenue 2010-11	Adopted Budget 2011-12	Estimated Revenue 2011-12	% of Budget Received	Adopted Budget 2012-13
	BEGINNING FUND BALANCE	(4,150)	-	(22,168)	(22,168)		-
6824	AV HOME 2005-06	103,000	-	-	-		-
6825	AV HOME 2006-07	13,459	-	97,569	97,569	100.0%	-
6826	AV HOME 2007-08	24,773	-	155,336	97,057	62.5%	58,279
6827	AV HOME 2008-09	12,801	45,653	93,827	-	0.0%	93,827
6828	AV HOME 2009-10	36,544	114,269	104,331	-	0.0%	#####
6829	AV HOME 2010-11	-	131,100	200,108	222,276	111.1%	-
6830	AV HOME 2011-12	-	-	268,739	42,879	16.0%	#####
6831	AV HOME 2012-13	-	-	-	-		#####
	Total Revenues	190,577	291,022	919,910	459,781	50.0%	697,773
Code	Expenditure Classification	Actual Expense 2009-10	Actual Expense 2010-11	Adopted Budget 2011-12	Estimated Expense 2011-12	% of Budget Expended	Adopted Budget 2012-13
	Personnel Services						
7010	Salaries & Wages - Permanent	26,393	74,736	19,492	19,492	100.0%	13,525
7110	Cafeteria Benefits	3,599	8,985	2,281	2,281	100.0%	1,975
7120	Deferred Comp	560	1,494	390	390	100.0%	270
7150	Medicare	403	1,106	283	283	100.0%	196
7160	PERS	5,766	15,829	4,801	4,801	100.0%	2,855
	Total Personnel	36,721	102,150	27,247	27,247	100.0%	18,821
	Operations & Maintenance						
7205	Advertising	-	-	2,000	2,000	100.0%	1,000
7229	Education & Training	-	596	1,500	1,500	100.0%	1,575
7241	Meetings & Conferences	1,038	251	1,500	1,500	100.0%	1,575
7247	Memberships/Dues	-	-	500	500	100.0%	-
7253	Mileage	377	401	1,500	1,500	100.0%	1,500
7259	Miscellaneous	-	-	2,178	2,178	100.0%	4,198
7265	Office Supplies	-	234	2,000	2,000	100.0%	800
7271	Postage	-	20	500	500	100.0%	250
7350	Public Information	-	-	500	500	100.0%	1,500
8916	Audit	-	-	500	500	100.0%	1,450
8940	Consultant Services	-	-	2,954	2,954	100.0%	3,000
	Total Operations & Maint	1,415	1,502	15,632	15,632	100.0%	16,848
7441-0005	CHDO 2005-06	103,000	-	-	-		-
7442-0015	CHDO 2006-07	-	-	97,569	97,569	100.0%	-
7443-0004	CHDO 2007-08	-	-	97,057	97,057	100.0%	-
7444-0000	CHDO 2008-09	-	-	93,827	-	0.0%	93,827
7444-0010	CHDO 2009-10	-	-	104,331	-	0.0%	#####
7444-0012	CHDO 2011-12	-	-	37,643	-	0.0%	37,643
7444-0013	CHDO 2012-13	-	-	-	-		29,968
7464	DAP 07/08	-	-	58,279	-	0.0%	58,279
7481-0051	HOME Administration 2009-10	-	19,098	-	-		-
7557	RRLP 2006-07	11,857	-	-	-		-

APPLE VALLEY HOME 2320-4210							
7559	RRLP 2008-09	-	19,923	-	-	-	-
7560	RRLP 2009-10	33,434	22,394	-	-	-	-
7561	RRLP 2010-11	-	148,122	200,108	200,108	100.0%	-
7562	RRLP 2011-12	-	-	188,217	-	0.0%	#####
7563	RRLP 2012-13	-	-	-	-	-	#####
Total HOME Activities		148,291	209,538	877,031	394,734	45.0%	662,104
Total Expenditures		186,427	313,190	919,910	437,613	47.6%	697,773
ENDING FUND BALANCE		-	(22,168)	(22,168)	-	-	-

	<u>Actual</u> <u>2009-10</u>	<u>Actual</u> <u>2010-11</u>	<u>Actual</u> <u>2011-12</u>	<u>Adopted</u> <u>2012-13</u>
<u>Personnel Schedule</u>				
Housing & Comm Dev. Spec. II	0.25	0.25	0.25	0.00
Housing & Comm Dev. Spec. I	0.20	0.20	0.00	0.19
Total FTE's:	0.45	0.45	0.25	0.19

VICTORVILLE HOME

TOTAL BUDGET - \$298,112

This fund accounts for revenue received from the Department of Housing and Urban Development to reimburse the City of Victorville for funds expended assisting low and moderate income individuals to purchase homes. The Town of Apple Valley and the City of Victorville have partnered in the Apple Valley Consortium to acquire HOME funds directly from HUD. The Town is the lead agency in the Consortium and responsible for the administration of the program. The City of Victorville provides expenditure documentation quarterly to the Town. The Town reimburses Victorville and then draws down funds from HUD to reimburse the Town.

VICTORVILLE HOME 2330-4210							
Code	Revenue Classification	Actual Revenue 2009-10	Actual Revenue 2010-11	Amended Budget 2011-12	Estimated Revenue 2011-12	% of Budget Received	Adopted Budget 2012-13
BEGINNING FUND BALANCE		(9,953)	-	-	-		-
6826	HOME 07-08	9,953	-	-	-		-
6827	HOME 08-09	103,544	-	-	-		-
6828	HOME 09-10	60,320	-	-	-		-
6829	HOME 10-11	-	368,613	200,000	200,000	100.0%	-
6830	HOME 11-12	-	-	338,095	338,095	100.0%	-
6831	HOME 12-13	-	-	-	-		298,112
Total Revenues		173,817	368,613	538,095	538,095	100.0%	298,112
Code	Expenditure Classification	Actual Expense 2009-10	Actual Expense 2010-11	Amended Budget 2011-12	Estimated Expense 2011-12	% of Budget Expended	Adopted Budget 2012-13
7405	Acq/Rehab/Resale 08-09	-	76,962	-	-		-
7444-0012	CHDO 11-12	-	-	53,383	53,383	100.0%	-
7444-0013	CHDO 12-13	-	-	-	-		47,070
7481-0051	HOME Administration 09-10	20,320	-	-	-		-
7481-0053	HOME Administration 11-12	-	-	17,794	17,794	100.0%	-
7481-0054	HOME Administration 12-13	-	-	-	-		15,690
7504-0010	MAP 09-10	40,000	17,160	-	-		-
7504-0011	MAP 10-11	-	43,729	-	-		-
7504-0012	MAP 11-12	-	-	60,000	60,000	100.0%	-
7504-0013	MAP 12-13	-	-	-	-		35,352
7525-0000	OOR 11-12	-	-	60,000	60,000	100.0%	-
7526-0000	OOR 12-13	-	-	-	-		100,000
7598-0015	Senior Repair Program 08-09	103,544	-	-	-		-
7598-0020	Senior Repair Program 09-10	-	230,762	-	-		-
7598-0022	Senior Repair Program 11-12	-	-	346,918	346,918	100.0%	-
7598-0023	Senior Repair Program 12-13	-	-	-	-		100,000
Total Expenditures		163,864	368,613	538,095	538,095	100.0%	298,112
ENDING FUND BALANCE		-	-	-	-		-

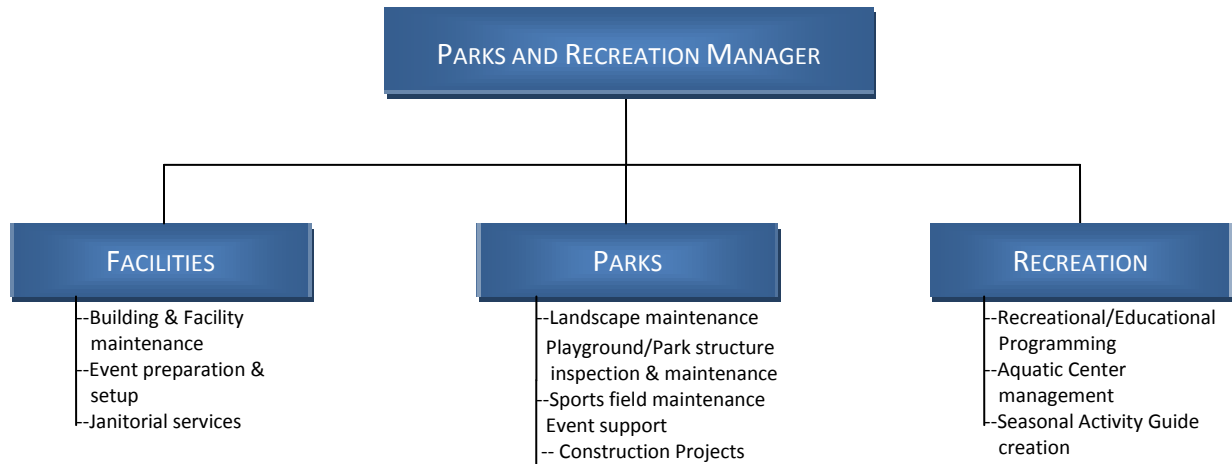
APPLE VALLEY CalHOME

TOTAL BUDGET - \$900,000

This fund accounts for revenue received from a three-year \$1,000,000 grant from the State of California Department of Housing and Urban Development for assisting low and moderate income individuals to purchase homes. \$280,000 of the grant is for Residential Rehab. Loans and \$720,000 is for Down Payment Assistance.

Apple Valley CalHome 2410-4210							
Code	Revenue Classification	Actual Revenue 2009-10	Actual Revenue 2010-11	Amended Budget 2011-12	Estimated Revenue 2011-12	% of Budget Received	Adopted Budget 2012-13
BEGINNING FUND BALANCE		-	-	-	-	-	-
6829	10/11 Allocation	-	-	1,000,000	100,000	10.0%	900,000
Total Revenues		-	-	1,000,000	100,000	10.0%	900,000
Code	Expenditure Classificatio	Actual Expense 2009-10	Actual Expense 2010-11	Amended Budget 2011-12	Estimated Expense 2011-12	% of Budget Expended	Adopted Budget 2012-13
7465	Down Payment Assistance	-	-	720,000	40,000	5.6%	680,000
7562	Residential Rehabilitation	-	-	280,000	60,000	21.4%	220,000
Total Expenditures		-	-	1,000,000	100,000	10.0%	900,000
ENDING FUND BALANCE		-	-	-	-	-	-

PARKS AND RECREATION



DEPARTMENT DESCRIPTION



Facilities: The Division is responsible for managing the maintenance, operations and renovations and repairs of the buildings located in Town Parks. These include all restroom facilities in the parks, the James A Woody Community Center, Gymnasium, mini-gymnasium and the Civic Center Park Aquatic Center. The Division is also responsible for preparing facilities for programmed services such as classes and rental uses. 2012-13 FTEs – 4.

Parks: The Division is responsible for all landscaping, turf management and sports field maintenance in the Town’s 12 parks and 139 acres of developed land. The Division is also

responsible to maintain and ensure that all playground and recreation use areas in the parks are safe. Lastly, the Division is responsible for event support for many of the various departments throughout the Town. 2012-13 FTEs – 11.5

Recreation: The Division is responsible for the coordination and delivery of full-service leisure and recreation programs. Program areas include, but are not limited to: adult and youth sports, liaison to more than a half dozen parent-led sports organizations, a full line of contract classes for toddlers through seniors, operation of an after school program at six school sites, management of a year-round Aquatic Center. The Recreation Division is also responsible for creating an in-house activity guide three times a year. 2012-13 FTEs – 20.

2012-13 PROGRAMMATIC CHANGES

The Parks and Recreation Department, like all other Town Departments, is attempting to offer a continued high level of service with little impact to the community in spite of the economic downturn of the last four years. For the most part, this has been accomplished and will continue. However, due to escalating water costs, an aging fleet and equipment maintenance costs, some reductions in services in Parks Maintenance will again be required for FY 2012-2013.

As part of the adopted Ad Hoc Committee recommendations, Cramer Family Park has been closed.

Fertilization of turf has again been reduced from the operation program for this upcoming year. This is the second consecutive year. As a continued practice, this would cause the turf to become nutrient deficient and become thinner, have a yellowish tint, allow for greater weed growth, will use the water less effectively and result in greater notice of wear.

Over seeding and topdressing of sports fields has again been removed from this year's budget request. This will delay the amendment of the soil profile at the Lenny Brewster Sports Center and could highlight increased wear and tear on the turf.

A funding request has been placed in playground maintenance funds only where safety surfacing replacement is a requirement. No other funding is requested and could require taking play equipment out of service rather than repair.

Some replacement equipment and amenity items have been deferred resulting in a reduction in productivity and sometimes a less than aesthetically pleasing picture. An example of this would be replacement of the smoking urns throughout the Park system has been put on hold and some mildly broken urns are still in use.

Most youth and adult sports programs as well as recreation event programming is designed with a fee structure that covers all of the direct costs associated with the program and sends a contribution to offset some of the Department's indirect costs. This contribution number is 10% for youth programming and 20% for adult programming. As part of the adopted Ad Hoc Committee recommendations, fees for most programs and facilities have increased by 10%.



The Town's large scale Special Event Programming is coordinated through the Town's PIO Department but the revenue and expenditures, including a majority of the full-time Event Coordinator, is included in the Parks and Recreation budget allocation. The allocations have been adjusted this year to more accurately reflect where the Department's time is spent. Additionally, a goal of 60% cost recovery for the Special Event program area has been set.

2011-12 HIGHLIGHTS

- Renovation of the kitchen at the James Woody Community Center, using CDBG funds. The renovation of the kitchen provides the community with a modern, clean facility for ongoing youth and adult programs as well as public users and special events held at the facility.
- Hosted 8 large event scale soccer tournaments at the Lenny Brewster Sports Center.
- Relocated Parks Maintenance office from the James Woody Community Center to the new Public Works facility.
- Continued to expand Healthy Apple Valley programming, including cooking classes, teen health workshops and a successful HeartChase event in partnership with the American Heart Association.
- Continued partnership for a weekly Farmer's Market at Lion's Park. Market continues to grow and expanded to booth during the Sunset Concert Series.
- Our annual youth track meet has become the largest local level Hershey's track and field meet in Southern California.

- Partnered with the Police Activities League and hosted the Tour de Apple Valley event. The event was the largest to date and a partnership with the event organizer.
- Partnered with the local Little League to replace the dilapidated backstop on Field #1 at James Woody Park.

- Rotary Club Chili Cook off was also a positive addition. Also able to aid in the relocation of the PAL youth Center to a room in the Community Center allowing expansion of program.
- Hosted the most teams to date in the Town’s Annual Youth Basketball Tournament.

2012-13 GOALS AND OBJECTIVES

- Replace Auditorium doors in James A. Woody Community Center.
- Install shelter at Horsemen’s Center using the removed shelter structures from Corwin, Mendel and Thunderbird Parks.
- Partner with local service groups to install large picnic shelter at Civic Center Park.
- Install two shade structures at James Woody Park.
- Reinstigate the racquetball court at James Woody Park and begin operation.
- Replace the outdated playground structure at Thunderbird Park with ADA compliant structure.
- Complete a number of projects in Civic Center Park including the construction and opening of the Town’s first dog park, installation of two restrooms to serve the facility and the installation of multiple shade structures.
- As part of the Healthy Apple Valley program, install signage designating multiple walking paths in Civic Center Park and install multiple exercise stations on the path.

- Complete security camera project for James Woody Park. This project was funded through CDBG funds.
- Work with partners to reduce consumption and increase efficiency in operations wherever possible.
- Complete the Master Plan of Parks and Recreation Services.
- Develop a formal cost recovery policy for all programming areas.
- Expand teen and senior programming.
- With award of Prop 84 grant, implement phase II of the James Woody Park improvement plan to include BMX Flow Park.
- Continue to evaluate and when applicable partner with outside groups to offer large scale endurance events such as runs, bike tours, triathlons in Apple Valley.
- Promote and increase usage of the New Town Hall Conference Center.
- Increase marketing and attendance at Aquatic Center.

Department Performance Measures – Parks and Recreation				
	Actual FY 09-10	Actual FY 10-11	Estimated FY 11-12	Goal FY 12-13
Aquatic center participants	20,494	20,651	20,900	21,200
Reportable safety incidents	4	6	6	2
Success rate of classes and programs	83%	86%	89%	92%
Volunteer hours donated	6004	3970	4200	5000
After school participants	4301	4438	4600	4750
Acres of parks maintained per FTE	10.2	10.5	10.5	10.5

PARKS & RECREATION							
Code	Revenue Classification	Actual Revenue 2009-10	Actual Revenue 2010-11	Amended Budget 2011-12	Estimated Revenue 2011-12	% of Revenue Received	Adopted Budget 2012-13
BEGINNING FUND BALANCE		(2,878,420)	(3,945,669)	(5,275,409)	(5,275,409)	100.0%	(5,557,753)
Parks & Recreation - Revenue							
4020	Taxes Represents approximately 4.6% of the Property Tax Levy	1,507,282	1,409,661	1,575,600	1,575,600	100.0%	1,600,000
4131	Tax Increment/Pass Through PA#1	283,920	213,283	242,000	242,000	100.0%	242,000
4134	Tax Increment/Pass Through PA#2	95,488	35,060	70,400	70,400	100.0%	70,400
4181	Refunds, Riemb, Rebates	18,615	1,353	15,000	15,000	100.0%	1,500
4255	Interest Earnings (Expense)	(31,401)	(29,919)	(25,000)	(25,000)	100.0%	(12,000)
5570	Misc Recreation Revenue	1,031	4,916	1,000	1,000	100.0%	1,000
5700	Rents	159,995	121,290	135,000	100,000	74.1%	100,000
6999	Transfer in - General Fund			800,690	800,690	100.0%	430,212
Sub-Total - General Revenues		2,034,930	1,755,644	2,814,690	2,779,690	98.8%	2,433,112
6610	Adult Sports						
5020	Adult Basketball	7,265	6,435	7,800	7,800	100.0%	8,520
5030	Adult Basketball Tny	510	-	-	-		-
5035	Adult Kickball	1,125	-	3,150	-	0.0%	3,500
5040	Adult Soccer	600	-	3,070	-	0.0%	3,350
5050	Open Gym	7,113	7,095	8,300	6,650	80.1%	7,500
5060	Softball	16,655	18,725	17,325	17,325	100.0%	18,975
5070	Softball Tny	-	-	1,600	-	0.0%	1,600
5090	Volleyball	355	216	-	-		-
Sub-Total - Adult Sports Revenue		33,623	32,471	41,245	31,775	77.0%	43,445
6640	Civic Center Aquatics Complex						
5105	AV Wave	33,815	42,660	45,500	11,500	25.3%	-
5120	Advanced Stroke Development	-	-	2,000	2,000	100.0%	4,960
5125	Concession Sales - Pool	9,497	7,766	8,250	8,000	97.0%	8,000
5130	CPR Challenge Course	509	355	620	620	100.0%	660
5140	Evening Lap Swim	6,217	2,031	4,500	4,500	100.0%	2,250
5145	Evening Rec Swim	2,552	2,522	2,000	2,000	100.0%	5,000
5150	Guard Start	331	609	720	720	100.0%	1,100
5155	Lifeguard Training	1,568	2,057	2,500	3,350	134.0%	4,200
5160	Morning Lap Swim	16,731	15,067	17,500	15,000	85.7%	20,500
5165	Open Dive Water Course	2,206	2,030	2,500	2,500	100.0%	2,000
5170	Open Rec Swim	17,764	19,394	20,500	20,500	100.0%	27,000
5175	Pool Rentals	60,578	53,743	54,000	62,000	114.8%	65,000
5180	Pool Special Events	184	826	1,000	650	65.0%	2,500
5185	Splash Dance	11,252	10,485	11,500	11,500	100.0%	13,900
5190	Swim Lessons	43,582	38,334	46,000	41,000	89.1%	48,000
5195	Water Aerobics	19,002	14,699	16,000	16,500	103.1%	19,000
6816	Grants	10,000	-	-	-		-
Sub-Total - Civic Center Aquatics		235,788	212,578	235,090	202,340	86.1%	224,070
6670	ASAP						
5510	After School Program	135,335	133,448	141,100	150,000	106.3%	165,000
Sub-Total - Afterschool Program		135,335	133,448	141,100	150,000	106.3%	165,000
6700	CAVE						
5225	Cave	16,038	6,753	-	-		-
Sub-Total - CAVE		16,038	6,753	0	0		0
6730	Day Camp						
5255	Day Camp	31,124	32,788	34,000	34,000	100.0%	37,500
Sub-Total - Day Camp		31,124	32,788	34,000	34,000	100.0%	37,500
6760	Instructor Classes						
5305	Academic Tots	25,408	20,176	26,000	27,500	105.8%	26,900
5310	Adult Tap	1,129	-	-	-		-
5315	Archery	146	931	-	-		2,500
5320	Arts & Crafts	754	-	-	-		-
5325	Ballet & Tap	722	889	1,000	800	80.0%	1,000
5330	Baton Twirling	1,971	3,508	3,600	3,600	100.0%	4,200
5335	Belly Dancing	694	514	550	600	109.1%	1,000
5345	Cheer-Tumbling	6,733	3,760	4,400	5,800	131.8%	6,500

PARKS & RECREATION							
Code	Revenue Classification	Actual Revenue 2009-10	Actual Revenue 2010-11	Amended Budget 2011-12	Estimated Revenue 2011-12	% of Revenue Received	Adopted Budget 2012-13
5350	Child & Babysitting Safety	27	211	-	-		-
5355	CPR & First Aid	3,025	2,483	2,750	1,000	36.4%	2,500
5360	Dog Obedience	2,977	2,249	2,500	1,300	52.0%	2,000
5365	Drivers Ed	1,675	1,217	1,500	1,100	73.3%	1,200
5370	Fencing	12,193	9,517	10,000	7,600	76.0%	9,400
5375	Golf Lessons	3,978	7,077	6,000	6,800	113.3%	6,900
5380	Guitar Lessons	2,052	2,507	2,200	2,400	109.1%	2,500
5390	Hip Hop Dance	1,462	3,120	3,000	1,600	53.3%	3,000
5393	Kung Fu	1,624	3,262	3,000	3,000	100.0%	3,200
5395	Kindermusik	206	-	-	-		-
5405	Low Impact Aerobics	13,593	17,153	14,000	20,600	147.1%	19,000
5410	Painting & Drawing	727	798	550	1,600	290.9%	1,200
5415	Parent & Tot	12,034	10,515	11,500	12,300	107.0%	14,500
5425	Preschool Art	1,265	253	500	300	60.0%	250
5430	Rent-A-Santa	1,167	550	1,200	860	71.7%	900
5432	Road to Creativity	564	385	500	300	60.0%	300
5435	Salsa & Latin Dance	1,279	33	-	-		-
5445	Shotakan Karate	5,620	3,651	4,800	100	2.1%	-
5465	Summer Camps	4,203	167	1,200	1,200	100.0%	1,200
5470	Swing Dance	1,637	1,073	780	1,100	141.0%	1,000
5475	Tae Kwon Do	11,016	2,680	-	-		-
5480	Tai Chi	4,981	5,077	5,000	6,900	138.0%	6,500
5485	Tennis	5,180	4,287	5,000	4,600	92.0%	5,000
5490	Tiny Tot Dance	2,928	4,105	3,450	2,600	75.4%	3,300
5495	Wrestling	1,246	-	-	-		-
5498	Yoga	7,279	5,445	5,500	5,600	101.8%	5,800
5863	Cooking, Kitchen Smarts	260	205	-	-		-
	Sub-Total - Instructor Classes	141,755	117,798	120,480	121,160	100.6%	131,750
6790	PIO Events						
5508	Fall Festival	2,035	1,265	1,500	1,500	100.0%	1,200
5510	Community Yard Sales	4,899	1,995	2,000	2,000	100.0%	2,000
5515	Craft Fairs	1,260	1,440	1,000	1,000	100.0%	1,800
5525	Freedom Festival	3,515	3,890	5,000	5,000	100.0%	4,500
5535	Concerts in the Park	9,590	7,995	5,000	5,000	100.0%	5,000
5540	Sponsorship Revenue	1,000	-	-	-		-
	Sub-Total - PIO Events	22,299	16,585	14,500	14,500	100.0%	14,500
6820	Recreation						
4143	Concession/Vending Sales	75	22	-	-		-
	Sub-Total - Recreation	75	22	-	-		-
6850	Rec Dept Events						
5602	Active Adults	1,619	1,014	1,200	400	33.3%	480
5605	AV Idol	100	50	100	100	100.0%	150
5610	AV Most Talented Kid	411	327	405	389	96.0%	675
5620	Bunny Run	2,745	2,880	2,250	2,250	100.0%	2,170
5625	Campfire Programs	510	216	232	232	100.0%	225
5630	Eggstravangza	1,331	987	1,040	1,040	100.0%	1,000
5635	Firecracker Run	3,257	2,509	2,140	2,140	100.0%	2,215
5640	Haunted House	1,028	1,079	1,040	811	78.0%	1,268
5644	Healthy Apple Valley	-	41	-	-		-
644-5000	Heartchase	-	-	750	750	100.0%	-
5645	Kiddie Carnival	997	1,096	1,100	1,100	100.0%	875
5650	Mothers Day Tea Party	-	125	300	300	100.0%	168
5654	Parents Night Out	24	-	-	-		-
5655	MudFest	-	-	1,200	1,040	86.7%	1,350
5660	Fall Festival Run	755	-	-	-		-
5665	Special Apples	1,553	1,102	1,080	1,080	100.0%	990
5669	Swing the Town	1,922	511	2,385	500	21.0%	-
5670	Teen Events	112	7	250	250	100.0%	500
5672	Tour de Apple Valley	-	-	2,000	4,750	237.5%	6,200
5675	Triathlon	-	175	-	-		-
5680	Turkey 5K Run	2,871	2,325	1,840	2,682	145.8%	2,045
5690	Teen Zone	483	554	600	600	100.0%	750

PARKS & RECREATION							
Code	Revenue Classification	Actual Revenue 2009-10	Actual Revenue 2010-11	Amended Budget 2011-12	Estimated Revenue 2011-12	% of Revenue Received	Adopted Budget 2012-13
	Sub-Total - Rec Dept Events	19,718	14,998	19,912	20,414	102.5%	21,061
6880	Rentals						
	5615 Birthday Party Packages	-	270	540	380	70.4%	450
	5700 Rentals	47,062	63,238	55,000	55,400	100.7%	62,500
	5710 Lights	12,178	18,173	10,000	11,000	110.0%	12,000
	5720 Parking Fee	28,360	43,955	40,500	41,000	101.2%	42,000
	Sub-Total - Rentals	87,600	125,636	106,040	107,780	101.6%	116,950
6900	Skate Park Facilities						
	4170 Other Revenue Sources	-	248,902	-	-	-	-
	Sub-Total - Rentals	-	248,902	-	-	-	-
6940	User Groups						
	5805 User Group Disposal Fees	383	1,076	300	400	133.3%	500
	5810 Rents	8,627	12,255	11,000	2,000	18.2%	26,000
	Sub-Total - User Groups Revenue	9,010	13,331	11,300	2,400	21.2%	26,500
6970	Youth Sports						
	5668 Sponsorship Revenue	1,100	-	1,000	1,000	100.0%	-
	5852 3 on 3 Soccer Tournament	390	1,020	1,050	835	79.5%	1,155
	5855 Adventures in PW Sports	2,240	1,885	2,450	2,450	100.0%	2,860
	5860 Basketball Tournament	1,430	1,115	2,790	2,790	100.0%	3,400
	5862 Coed Volleyball	1,480	1,562	2,600	2,600	100.0%	3,300
	5865 Father Son Basketball Tournament	124	617	560	560	100.0%	630
	5868 Flag Football	40	-	3,000	-	0.0%	2,000
	5870 Winter Pee Wee/Hot Shots Basketball	5,150	4,417	3,150	3,050	96.8%	4,125
	5872 Peewee Soccer	2,382	3,138	2,975	1,550	52.1%	3,520
	5874 Summer Peewee/Hotshots Basketball	-	-	2,450	2,450	100.0%	3,080
	5875 Summer Youth Basketball	8,451	7,726	10,000	10,000	100.0%	11,000
	5885 T-Ball	2,665	2,720	2,975	2,975	100.0%	3,740
	5890 Youth Basketball	14,403	15,313	18,000	16,000	88.9%	19,800
	5895 Youth Track Meet	-	100	-	-	-	100
	Sub-Total-Youth Sports Revenue	39,855	39,613	53,000	46,260	87.3%	58,710
	Total Revenue - Parks and Rec	2,807,150	2,750,567	3,591,357	3,510,319	97.7%	3,272,598

PARKS & RECREATION

TOTAL BUDGET – 3,270,098

The Park and Recreation Department is responsible for managing the operation, maintenance, repairs and renovations of all Town-owned parks, Town Hall, Police Department, Municipal Services Department, the James A. Woody Community Center and gymnasiums and the Civic Center Aquatic Center. In addition the department coordinates and implements a vast community recreation program. To better manage departmental expenditures, all Grant and Quimby related funds have been budgeted separately. The Civic Center Park Aquatic Center budget reflects a year-round operating season including operational expenses for winter months, anticipating that the school district will rent the facility during those months as they have done in the past.



PARKS & RECREATION 2510							
Code	Expenditure Classification	Actual Expense 2009-10	Actual Expense 2010-11	Amended Budget 2011-12	Estimated Expense 2011-12	% of Budget Expended	Adopted Budget 2012/13
Parks & Recreation - Expenditures							
6110	Brewster Park						
	7010 Salaries & Wages - Permanent	50640	50966	156,875	145,695	92.9%	54,524
	7020 Salaries & Wages - Part-time	1731	1297	3,195	1,395	43.7%	5,574
	7030 Overtime	179	70	-	491		-
	7110 Cafeteria Benefits	10651	9001	29,834	22,420	75.2%	15,180
	7130 FICA	110	81	198	41	20.7%	-
	7140 Health/Other Benefits - Retirees	1198	-	-	-		-
	7150 Medicare	763	750	2,321	2,239	96.5%	871
	7160 PERS	11027	11056	38,643	28,508	73.8%	11,509
	Sub-Total Personnel	76,299	73,221	231,066	200,789	86.9%	87,658
	7180 Uniforms	-	127	-	-		-
	7223 Disposal Services	3,115	3,788	3,200	3,157	98.7%	800
7295-0847	Electricity Usage	1,380	1,971	1,800	1,819	101.1%	1,850
7295-0849	Water Usage	136,061	140,883	104,000	138,719	133.4%	141,000
	7367 Signing	158	677	-	-		100
	7383 Vandalism Repairs	333	424	250	150	60.0%	250
	7655 Building Maintenance	-	41	-	-		-
	7755 Grounds Maintenance	8,646	2,286	5,500	2,700	49.1%	4,500
7760-2000	Playground Maintenance	23	41	1,200	1,200	100.0%	500
7765-1000	Sports Field Maintenance	23,897	3,943	1,000	250	25.0%	1,000
	7770 Sports Field Light Maintenance	743	1,276	700	1,000	142.9%	1,000
	7775 Sports Field Lighting Usage	27,051	23,713	23,000	24,500	106.5%	23,000
	7780 Irrigation Supplies	5,479	5,951	3,500	5,200	148.6%	4,000
	9039 Equipment Rental	277	867	500	250	50.0%	750
	Sub-Total - Brewster Park	283,462	259,209	375,716	379,734	101.1%	266,408
6130	Civic Center Park						
	7010 Salaries & Wages - Permanent	67,724	68,130	99,372	112,714	113.4%	83,248
	7020 Salaries & Wages - Part-time	1,731	1,297	1,966	1,158	58.9%	3,726
	7030 Overtime	297	256	-	229		-
	7110 Cafeteria Benefits	14,254	13,884	19,859	18,936	95.4%	23,008
	7130 FICA	110	81	122	41	33.6%	-
	7150 Medicare	1,064	1,072	1,470	1,779	121.0%	1,261
	7160 PERS	14,777	14,827	24,478	23,667	96.7%	17,572
	Sub-Total Personnel	99,957	99,547	147,267	158,524	107.6%	128,815
	7180 Uniforms	-	144	-	-		-
	7223 Disposal Services	2,779	4,064	3,900	4,100	105.1%	750
7295-0849	Water Usage	60,706	61,004	60,000	63,787	106.3%	65,000
	7310 Assessment District Costs	13,856	13,868	13,900	13,900	100.0%	13,900
	7367 Signing	-	380	250	250	100.0%	250
	7383 Vandalism Repairs	42	404	100	100	100.0%	100
	7655 Building Maintenance	4	-	-	-		-
	7755 Grounds Maintenance	7,242	5,702	3,000	1,800	60.0%	3,500
7760-2000	Playground Maintenance	-	-	-	300		600
	7780 Irrigation Supplies	1,839	2,058	1,250	1,800	144.0%	1,250
	9039 Equipment Rental	155	618	500	500	100.0%	500
	Sub-Total - Civic Center Park	186,580	187,789	230,167	245,061	106.5%	214,665
6150	Corwin Park						
	7010 Salaries & Wages - Permanent	31599	31582	21,079	25,397	120.5%	8,905
	7020 Salaries & Wages - Part-time	1731	1297	492	796	161.8%	607
	7030 Overtime	85	26	-	44		-
	7110 Cafeteria Benefits	7108	6071	3,919	3,758	95.9%	2,296

PARKS & RECREATION 2510							
Code	Expenditure Classification	Actual Expense 2009-10	Actual Expense 2010-11	Amended Budget 2011-12	Estimated Expense 2011-12	% of Budget Expended	Adopted Budget 2012/13
7130	FICA	110	80	31	41	133.5%	-
7140	Health/Other Benefits - Retirees	900	-	-	-		-
7150	Medicare	483	471	313	386	123.2%	138
7160	PERS	6872	6857	5,192	5,006	96.4%	1,880
	Sub-Total Personnel	48,888	46,384	31,026	35,428	114.2%	13,826
7180	Uniforms	-	77	-	-		-
7223	Disposal Services	373	1,364	400	420	105.0%	430
7295-0847	Electricity Usage	1,066	1,066	850	700	82.4%	825
7295-0849	Water Usage	18,974	18,190	13,000	16,650	128.1%	18,000
7383	Vandalism Repairs	236	217	150	60	40.0%	150
7755	Grounds Maintenance	1,296	939	1,100	900	81.8%	900
7760-2000	Playground Maintenance	2,006	1,421	3,400	6,000	176.5%	500
7780	Irrigation Supplies	482	494	300	750	250.0%	500
9039	Equipment Rental	-	165	500	500	100.0%	500
	Sub-Total - Corwin Park	73,321	70,317	50,726	61,408	121.1%	35,631
6190	Parks Grounds Operations						
7180	Uniform Expenses	7,873	6,501	7,500	6,500	86.7%	6,600
7223	Disposal Services	1,184	-	-	-		-
7229	Education & Training	1,568	489	1,000	700	70.0%	1,000
7241	Meetings & Conferences	255	153	200	175	87.5%	250
7247	Memberships & Dues	315	615	500	350	70.0%	450
7253	Mileage Exp/Allowance	203	40	-	-		50
7259	Misc Costs	434	208	250	180	72.0%	200
7265	Office Supplies	16	13	-	-		-
7277	Printing	-	3	-	-		-
7295-0109	Utilities	8,448	8,410	8,448	8,448	100.0%	8,500
7360	Safety & Security	672	516	475	500	105.3%	500
7383	Vandalism Repairs	128	-	-	-		-
7755	Grounds Maint	25	244	-	-		-
7970	Small tools	5,635	5,137	3,000	3,000	100.0%	3,000
8940	Contract Services	-	-	-	-		25,000
9013	Communications Equip	1,596	1,466	1,500	1,450	96.7%	4,000
9026	Equipment Maintenance	20,634	25,527	20,000	24,000	120.0%	25,000
9039	Rental Equipment	44	-	-	-		-
9052	Gasoline, Diesel, Oil	47,308	52,578	60,000	50,000	83.3%	51,000
9078	Safety Equipment	876	2,559	1,000	950	95.0%	1,000
9091	Vehicle Maintenance	9,359	13,111	16,000	14,320	89.5%	16,000
9999	Transfer - 1001	302,163	414,153	346,499	346,499	100.0%	343,300
	Sub-Total - Parks Grounds Operations	408,736	531,723	466,372	457,072	98.0%	485,850
6210	Horsemen's Center						
7010	Salaries & Wages - Permanent	57,344	58,799	99,208	139,356	140.5%	29,904
7020	Salaries & Wages - Part-time	1,731	1,297	1,966	666	33.9%	3,388
7030	Overtime	174	119	-	196		-
7110	Cafeteria Benefits	10,912	10,969	19,159	24,145	126.0%	8,650
7130	FICA	110	81	122	41	33.9%	-
7150	Medicare	862	875	1,467	2,008	136.9%	483
7160	PERS	12,411	12,581	24,438	32,179	131.7%	6,312
	Sub-Total Personnel	83,544	84,721	146,360	198,592	135.7%	48,737

PARKS & RECREATION 2510							
Code	Expenditure Classification	Actual Expense 2009-10	Actual Expense 2010-11	Amended Budget 2011-12	Estimated Expense 2011-12	% of Budget Expended	Adopted Budget 2012/13
	7180 Uniforms	-	163	-	-		-
	7223 Disposal	-	25	-	-		-
7295-0847	Electricity Usage	9,148	6,684	6,000	4,800	80.0%	5,000
7295-0849	Water Usage	883	776	800	725	90.6%	800
	7383 Vandalism Repairs	268	154	150	125	83.3%	150
	7655 Building Maintenance	-	27	-	-		-
	7755 Grounds Maintenance	1,936	1,421	1,100	1,150	104.5%	1,100
7760-2000	Playground Maintenance	1,321	822	-	1,000		2,900
7765-1000	Sports Field Maintenance	4,888	2,901	500	350	70.0%	500
	7770 Sports Field Light Maintenance	-	220	200	200	100.0%	250
	7780 Irrigation Supplies	6,379	14,608	1,000	1,200	120.0%	1,000
	9039 Equipment Rental	450	216	500	500	100.0%	500
	9120 Capital Equipment	12,982	-	-	-		-
	9300 Capital Project	-	-	-	2,000		7,500
	Sub-Total - Horsemen's Center	121,799	112,738	156,610	210,642	134.5%	68,437
6230	James Woody Community Center Park						
	7010 Salaries & Wages - Permanent	130,750	135,018	147,114	152,710	103.8%	90,493
	7020 Salaries & Wages - Part-time	1,731	1,297	7,128	666	9.3%	8,101
	7130 Overtime	164	364	-	109		-
	7110 Cafeteria Benefits	22,865	23,290	25,826	24,703	95.7%	24,870
	7130 FICA	110	81	442	41	9.4%	-
	7150 Medicare	2,021	2,067	2,237	2,311	103.3%	1,430
	7160 PERS	28,457	29,024	36,238	35,407	97.7%	19,101
	Sub-Total Personnel	186,098	191,141	218,985	215,947	98.6%	143,995
	7180 Uniforms	-	237	-	-		-
	7223 Disposal Services	11,955	11,494	11,400	11,900	104.4%	1,550
7295-0847	Electricity Usage	5,078	6,117	4,800	4,600	95.8%	5,000
7295-0849	Water Usage	42,726	37,973	38,000	33,200	87.4%	35,000
	7310 Assessment District Costs	3,502	3,503	3,550	3,550	100.0%	3,560
	7367 Signing	190	298	250	250	100.0%	250
	7383 Vandalism Repairs	1,053	2,350	500	425	85.0%	500
	7655 Building Maintenance	156	413	-	-		-
	7755 Grounds Maintenance	7,658	3,101	3,000	3,000	100.0%	3,500
7760-2000	Playground Maintenance	5,188	771	1,800	1,800	100.0%	1,800
7765-1000	Sports Field Maintenance	7,195	5,969	1,000	2,000	200.0%	1,000
	7770 Sports Field Lighting Maintenance	-	2,643	1,000	1,950	195.0%	2,000
	7775 Sports Field Lighting Usage	2,960	3,198	2,300	2,300	100.0%	2,500
	7780 Irrigation Supplies	9,200	7,659	4,000	3,500	87.5%	4,000
	9039 Equipment Rental	723	1,174	500	350	70.0%	500
	9300 Capital Projects	19,957	7,193	-	-		-
	Sub-Total - Community Center Park	303,639	285,234	291,085	284,772	97.8%	205,155
6250	Lions Park						
	7010 Salaries & Wages - Permanent	33,366	34,440	7,767	7,731	99.5%	5,366
	7020 Salaries & Wages - Part-time	1,731	1,297	492	666	135.4%	273
	7030 Overtime	105	50	-	15		-
	7110 Cafeteria Benefits	6,394	6,481	1,500	1,465	97.7%	1,352
	7130 FICA	110	80	30	41	137.9%	-
	7150 Medicare	514	520	120	122	101.9%	82
	7160 PERS	7,241	7,395	1,913	1,903	99.5%	1,133
	Sub-Total Personnel	49,461	50,263	11,822	11,944	101.0%	8,206

PARKS & RECREATION 2510							
Code	Expenditure Classification	Actual Expense 2009-10	Actual Expense 2010-11	Amended Budget 2011-12	Estimated Expense 2011-12	% of Budget Expended	Adopted Budget 2012/13
7180	Uniforms	-	89	-	-		-
7223	Disposal Services	745	583	600	525	87.5%	550
7295-0847	Electricity Usage	278	266	210	190	90.5%	210
7295-0848	Water Usage	9,420	9,138	9,500	9,398	98.9%	9,500
7383	Vandalism	14	8	-	50		-
7755	Grounds Maintenance	490	306	300	250	83.3%	300
7780	Irrigation Supplies	240	120	160	150	93.8%	175
Sub-Total - Lions Park		60,648	60,773	22,592	22,507	99.6%	18,941
6270	Mendel Park						
7010	Salaries & Wages - Permanent	52,783	54,276	17,651	17,627	99.9%	11,177
7020	Salaries & Wages - Part-time	1,731	1,297	246	666	270.9%	608
7030	Overtime	172	98	-	35		-
7110	Cafeteria Benefits	10,161	10,291	3,409	3,303	96.9%	2,745
7130	FICA	110	81	16	41	258.6%	-
7150	Medicare	796	808	260	264	101.5%	171
7160	PERS	11,447	11,618	4,348	4,300	98.9%	2,359
Sub-Total Personnel		77,200	78,469	25,930	26,237	101.2%	17,060
7180	Uniforms	-	150	-	-		-
7223	Disposal Services	917	860	850	710	83.5%	750
7295-0847	Electricity Usage	5,716	5,600	5,100	4,800	94.1%	5,100
7295-0849	Water Usage	245	238	100	200	200.0%	200
7383	Vandalism Repairs	175	109	250	284	113.6%	350
7755	Grounds Maintenance	833	6,052	300	350	116.7%	500
7760-2000	Playground Maintenance	111	42	-	3,200		1,500
7765-1000	Sports Field Maintenance	143	0	-	-		-
7780	Irrigation Supplies	1,656	760	750	2,200	293.3%	1,000
9039	Equipment Rental	-	-	250	-	0.0%	250
9300	Capital Projects	-	-	-	-		2,500
Sub-Total - Mendel Park		86,996	92,280	33,530	37,981	113.3%	29,210
6290	Cramer Family Park						
7010	Salaries & Wages - Permanent	24,556	24,599	13,783	16,365	118.7%	-
7020	Salaries & Wages - Part-time	1,731	1,297	492	745	151.5%	-
7030	Overtime	62	17	-	31		-
7110	Cafeteria Benefits	5,573	4,876	2,573	2,715	105.5%	-
7130	FICA	110	80	30	41	137.9%	-
7140	Health/Other Benefits - Retirees	550	-	-	-		-
7150	Medicare	379	372	207	257	124.0%	-
7160	PERS	5,349	5,343	3,395	3,271	96.4%	-
Sub-Total Personnel		38,310	36,584	20,480	23,426	114.4%	-
7180	Uniforms	-	59	-	-		-
7295-0847	Electricity Usage	346	390	360	346	96.1%	-
7295-0849	Water Usage	13,139	13,941	14,600	13,900	95.2%	-
7310	Assesment District Costs	3,454	3,457	3,460	3,460	100.0%	3,475
7367	Signing	669	-	-	250		-
7383	Vandalism Repairs	534	831	500	1,345	269.0%	-
7755	Grounds Maintenance	1,621	614	500	700	140.0%	-
7760-2000	Playground Maintenance	2	41	900	900	100.0%	-
7780	Irrigation Supplies	875	705	750	800	106.7%	-
9039	Equipment Rental	-	-	200	200	100.0%	-
Sub-Total - Cramer Family Park		58,950	56,622	41,750	45,327	108.6%	3,475

PARKS & RECREATION 2510							
Code	Expenditure Classification	Actual Expense 2009-10	Actual Expense 2010-11	Amended Budget 2011-12	Estimated Expense 2011-12	% of Budget Expended	Adopted Budget 2012/13
6310	Schmidt Park						
7010	Salaries & Wages - Permanent	45342	46669	15,171	15,150	99.9%	7,914
7020	Salaries & Wages - Part-time	1731	1297	492	666	135.4%	526
7030	Overtime	150	78	-	30		-
7110	Cafeteria Benefits	8783	8899	2,930	2,840	96.9%	2,094
7130	FICA	110	80	30	41	137.9%	-
7150	Medicare	688	698	227	228	100.5%	122
7160	PERS	9841	9992	3,737	3,696	98.9%	1,671
	Sub-Total Personnel	66,645	67,713	22,587	22,651	100.3%	12,327
7180	Uniforms	-	127	-	-		-
7223	Disposal Services	659	859	850	725	85.3%	825
7295-0847	Electricity Usage	436	433	360	300	83.3%	360
7295-0849	Water Usage	4,438	5,719	14,500	20,000	137.9%	21,000
7383	Vandalism Repairs	206	96	-	50		50
7755	Grounds Maintenance	715	512	500	350	70.0%	500
7760-2000	Playground Maintenance	4	19	-	-		150
7780	Irrigation Supplies	1,018	399	350	275	78.6%	350
9039	Equipment Rental	-	-	250	250	100.0%	250
	Sub-Total - Schmidt Park	74,121	75,877	39,397	44,601	113.2%	35,812
6330	Sycamore Rocks Park						
7010	Salaries & Wages - Permanent	32552	32648	44,832	44,208	98.6%	16,258
7020	Salaries & Wages - Part-time	1731	1297	492	782	158.9%	1,533
7030	Overtime	102	33	-	88		-
7110	Cafeteria Benefits	7174	6234	8,658	8,276	95.6%	4,552
7130	FICA	109	80	30	41	135.0%	-
7140-1	Health/Other Benefits-Retirees	800	-	-	-		-
7150	Medicare	497	488	657	649	98.8%	258
7160	PERS	7089	7088	11,044	10,812	97.9%	3,432
	Sub-Total Personnel	50,054	47,868	65,713	64,856	98.7%	26,033
7180	Uniforms	-	80	-	-		-
7223	Disposal Services	917	860	815	775	95.1%	815
7295-0849	Water Usage	587	1,325	560	250	44.6%	560
7383	Vandalism Repairs	1,508	597	500	900	180.0%	750
7755	Grounds Maintenance	1,501	544	1,500	1,300	86.7%	1,350
7760-2000	Playground Maintenance	1,008	41	-	1,500		1,000
7780	Irrigation Supplies	1,490	1,756	350	338	96.6%	350
9039	Equipment Rental	-	379	250	225	90.0%	250
	Sub-Total - Sycamore Rocks Park	57,065	53,450	69,688	70,144	100.7%	31,108
6350	3-Diamond Skate Park						
7010	Salaries & Wages - Permanent	-	-	3,719	3,663	98.5%	2,408
7020	Salaries & Wages - Part-time	-	-	492	-	0.0%	245
7030	Overtime	-	-	-	1		-
7110	Cafeteria Benefits	-	-	652	615	94.3%	676
7130	FICA	-	-	30	-	0.0%	-
7150	Medicare	-	-	61	55	90.3%	38
7160	PERS	-	-	916	857	93.6%	508
	Sub-Total Personnel	-	-	5,870	5,191	88.4%	3,875
7367	Signing	-	305	250	200	80.0%	250
7383	Vandalism Repairs	390	139	200	350	175.0%	400
7755	Grounds Maintenance	108	30	50	50	100.0%	50
	Sub-Total - 3-Diamond Skate Park	498	474	6,370	5,791	90.9%	4,575

PARKS & RECREATION 2510							
Code	Expenditure Classification	Actual Expense 2009-10	Actual Expense 2010-11	Amended Budget 2011-12	Estimated Expense 2011-12	% of Budget Expended	Adopted Budget 2012/13
6370	Thunderbird Park						
7010	Salaries & Wages - Permanent	32,146	32,148	24,594	29,542	120.1%	10,883
7020	Salaries & Wages - Part-time	1,731	1,297	492	824	167.5%	1,483
7030	Overtime	91	28	-	63		-
7110	Cafeteria Benefits	7,198	6,160	4,620	4,415	95.6%	2,803
7130	FICA	110	80	30	41	137.9%	-
7140	Health/Other Benefits - Retirees	900	-	-	-		-
7150	Medicare	492	480	364	450	123.7%	179
7160	PERS	7,000	6,980	6,058	5,813	96.0%	2,297
	Sub-Total Personnel	49,668	47,173	36,158	41,149	113.8%	17,645
7180	Uniforms	-	79	-	-		-
7223	Disposal Services	917	860	820	675	82.3%	725
7295-0847	Electricity Usage	270	267	200	200	100.0%	200
7295-0848	Natural Gas	1,407	-	-	-		-
7295-0849	Water Usage	24,066	26,394	28,500	26,000	91.2%	27,250
7383	Vandalism Repairs	108	78	100	350	350.0%	200
7755	Grounds Maintenance	1,661	726	1,000	500	50.0%	900
7760-2000	Playground Maintenance	1,018	41	2,300	2,100	91.3%	500
7780	Irrigation Supplies	1,374	699	600	900	150.0%	750
9039	Equipment Rental	150	-	250	250	100.0%	250
	Sub-Total - Thunderbird Park	80,639	76,317	69,928	72,124	103.1%	48,420
6380	Virginia Park						
7010	Salaries & Wages - Permanent	25,511	25,504	15,317	15,126	98.8%	8,553
7020	Salaries & Wages - Part-time	1,731	1,297	492	714	145.2%	607
7030	Overtime	62	16	-	30		-
7110	Cafeteria Benefits	5,828	5,032	2,958	2,840	96.0%	2,199
7130	FICA	110	81	30	41	137.7%	-
7140-1	Health/Other Benefits-Retirees	650	-	-	-		-
7150	Medicare	394	385	229	228	99.3%	133
7160	PERS	5,556	5,539	3,773	3,687	97.7%	1,805
	Sub-Total Personnel	39,842	37,854	22,799	22,666	99.4%	13,297
7180	Uniforms	0	62	-	-		-
7223	Disposal Services	916	854	820	760	92.7%	775
7295-0849	Water Usage	20,678	17,820	23,500	23,600	100.4%	28,000
7383	Vandalism Repairs	103	63	75	50	66.7%	75
7755	Grounds Maintenance	623	378	650	475	73.1%	600
7760-2000	Playground Maintenance	2	204	-	-		150
7780	Irrigation Supplies	306	329	300	250	83.3%	300
9039	Equipment Rental	-	50	250	250	100.0%	250
	Sub-Total - Virginia Park	62,470	57,614	48,394	48,051	99.3%	43,447
6390	Yucca Loma Park						
7010	Salaries & Wages - Permanent	39,266	40,399	7,767	7,842	101.0%	5,936
7020	Salaries & Wages - Part-time	1,731	1,297	492	666	135.4%	271
7030	Overtime	125	65	-	15		-
7110	Cafeteria Benefits	7,571	7,647	1,500	1,471	98.1%	1,345
7130	FICA	110	81	31	41	133.5%	-
7150	Medicare	599	608	120	121	101.2%	90
7160	PERS	8,518	8,647	3,030	1,906	62.9%	1,253
	Sub-Total Personnel	57,920	58,744	12,940	12,063	93.2%	8,895

PARKS & RECREATION 2510							
Code	Expenditure Classification	Actual Expense 2009-10	Actual Expense 2010-11	Amended Budget 2011-12	Estimated Expense 2011-12	% of Budget Expended	Adopted Budget 2012/13
	7180 Uniforms	-	108	-	-		-
	7223 Disposal Services	549	573	550	610	110.9%	650
7295-0849	Water Usage	13,338	9,808	8,000	8,800	110.0%	9,300
	7383 Vandalism Repairs	220	502	300	150	50.0%	300
	7755 Grounds Maintenance	1,007	303	350	350	100.0%	500
7760-2000	Playground Maintenance	6,367	57	-	-		2,000
	7780 Irrigation Supplies	548	237	275	250	90.9%	250
	9039 Equipment Rental	-	-	250	-	0.0%	250
	Sub-Total - Yucca Loma Park	79,949	70,332	22,665	22,223	98.0%	22,145
6401	Community Service Facilities Ops						
	7010 Salaries & Wages - Permanent	8,780	9,169	12,299	12,478	101.5%	10,235
	7110 Cafeteria Benefits	1,240	1,275	1,747	1,618	92.6%	1,425
	7120 Deferred Comp	229	224	301	302	100.3%	241
	7150 Medicare	123	128	178	182	102.4%	148
	7160 PERS	1,870	1,919	3,030	2,945	97.2%	2,160
	Sub-Total Personnel	12,242	12,715	17,555	17,526	99.8%	14,209
	7180 Uniform Expense	1,553	1,430	1,550	1,150	74.2%	1,200
	7229 Education & Training	1,340	-	750	250	33.3%	2,500
	7247 Memberships & Dues	-	-	-	-		450
	7253 Mileage Exp Allowance	167	-	-	-		-
	7259 Miscellaneous	-	39	100	78	78.0%	100
	7330 Hardware/Software Supplies/Ext	-	251	175	225	128.6%	250
	7360 Safety & Security	105	3	100	-	0.0%	100
	7970 Small Tools	855	624	600	450	75.0%	550
	9013 Communications Equipment	-	381	450	100	22.2%	450
	9026 Equipment Maintenance	68	17	100	45	45.0%	75
	9039 Equipment Rental	-	-	250	250	100.0%	250
	9052 Gasoline, Diesel, Oil	4,636	5,564	4,100	4,800	117.1%	5,000
	9065 Leased Equipment	3,608	-	-	-		-
	9078 Safety Equipment	164	-	100	100	100.0%	100
	9091 Vehicle Maintenance	638	821	800	450	56.3%	800
	9120 Capital Equipment	2,333	1,629	-	-		-
	Sub-Total - Community Services Facilitie	27,709	23,474	26,630	25,424	95.5%	26,034
6410	Brewster - Facilities						
	7010 Salaries & Wages - Permanent	3,235	3,212	3,320	3,471	104.5%	3,368
	7020 Salaries & Wages - Part-time	825	732	615	962	156.5%	615
	7030 Overtime	50	103	-	42		-
	7110 Cafeteria Benefits	594	611	707	657	92.9%	704
	7150 Medicare	61	61	57	66	115.8%	58
	7160 PERS	839	812	969	1,049	108.2%	841
	Sub-Total Personnel	5,604	5,531	5,668	6,247	110.2%	5,586
	7180 Uniforms	-	7	-	-		-
	7383 Vandalism Repairs	-	139	-	150		150
	7655 Building Maintenance	1,884	502	700	500	71.4%	550
	Sub-Total - Brewster - Facilities	7,488	6,179	6,368	6,897	108.3%	6,286
6430	Civic Center Amphitheater-Facilities						
	7383 Vandalism Repairs	-	24	-	-		-
	7655 Building Maintenance	830	2,028	900	550	61.1%	750
	Sub-Total - Civic Center Amphitheater	830	2,052	900	550	61.1%	750

PARKS & RECREATION 2510							
Code	Expenditure Classification	Actual Expense 2009-10	Actual Expense 2010-11	Amended Budget 2011-12	Estimated Expense 2011-12	% of Budget Expended	Adopted Budget 2012/13
6450	Corwin Park - Facilities						
	7010 Salaries & Wages - Permanent	3,024	3,000	2,261	2,390	105.7%	2,295
	7020 Salaries & Wages - Part-time	1,388	876	615	964	156.8%	614
	7030 Overtime	39	91	-	27		-
	7110 Cafeteria Benefits	555	576	501	471	94.0%	506
	7130 FICA	35	7	-	-		-
	7150 Medicare	66	59	42	49	117.1%	42
	7160 PERS	804	787	708	795	112.3%	614
	Sub-Total Personnel	5,911	5,396	4,127	4,696	113.8%	4,071
	7180 Uniforms	-	7	-	-		-
	7383 Vandalism Repairs	-	0	100	50	50.0%	100
	7655 Building Maintenance	1,124	365	400	280	70.0%	350
	Sub-Total - Corwin Park - Facilities	7,035	5,768	4,627	5,026	108.6%	4,521
6510	Horsemen's - Facilities						
	7010 Salaries & Wages - Permanent	2,783	2,771	1,962	2,923	149.0%	2,801
	7020 Salaries & Wages - Part-time	1,440	941	615	966	157.1%	615
	7030 Overtime	38	91	-	42		-
	7160 Cafeteria Benefits	517	538	617	571	92.5%	614
	7110 FICA	38	8	-	-		-
	7150 Medicare	62	56	49	57	116.3%	50
	7130 PERS	753	747	833	911	109.4%	721
	Sub-Total Personnel	5,631	5,152	4,076	5,470	134.2%	4,800
	7180 Uniforms	-	7	-	-		-
	7383 Vandalism Repairs	40	0	125	75	60.0%	100
	7655 Building Maintenance	1,169	324	400	280	70.0%	300
	Sub-Total - Horsemen's - Facilities	6,840	5,483	4,601	5,825	126.6%	5,200
6531	Community Center						
	7010 Salaries & Wages - Permanent	52,506	52,553	45,337	48,517	107.0%	46,125
	7020 Salaries & Wages - Part-time	3,494	3,577	4,547	4,311	94.8%	4,916
	7030 Overtime	602	1,064	-	596		-
	7110 Cafeteria Benefits	11,238	11,461	10,405	9,948	95.6%	10,588
	7130 FICA	114	30	-	-		-
	7150 Medicare	820	836	723	784	108.4%	740
	7160 PERS	11,291	11,595	12,288	12,445	101.3%	10,774
	Sub-Total Personnel	80,065	81,116	73,300	76,600	104.5%	73,143
	7180 Uniforms	-	51	-	-		-
7295-0847	Electricity Usage	12,283	11,209	11,000	10,890	99.0%	11,100
7295-0848	Natural Gas Usage	2,732	3,424	3,300	3,500	106.1%	3,500
7295-0849	Water Usage	496	596	1,750	700	40.0%	800
	7360 Safety & Security	1,171	1,101	700	800	114.3%	800
	7383 Vandalism Repairs	29	-	100	75	75.0%	100
	7655 Building Maintenance	12,905	6,529	9,500	7,600	80.0%	8,000
	7675 Equipment Maintenance	391	7	600	725	120.8%	700
	9039 Equipment Rental	-	475	500	250	50.0%	500
	9078 Safety Equipment	65	-	-	-		-
	Sub-Total - Community Center	110,137	104,508	100,750	101,140	100.4%	98,643

PARKS & RECREATION 2510							
Code	Expenditure Classification	Actual Expense 2009-10	Actual Expense 2010-11	Amended Budget 2011-12	Estimated Expense 2011-12	% of Budget Expended	Adopted Budget 2012/13
6532	Community Center Gymnasium						
7010	Salaries & Wages - Permanent	34,608	34,659	34,490	36,512	105.9%	36,039
7020	Salaries & Wages - Part-time	3,409	2,766	2,458	2,210	89.9%	2,458
7030	Overtime	479	825	-	435		-
7110	Cafeteria Benefits	7,229	7,363	7,877	7,470	94.8%	8,243
7130	FICA	140	31	-	-		-
7150	Medicare	560	565	536	577	107.6%	558
7160	PERS	7,373	7,620	9,101	9,128	100.3%	8,126
	Sub-Total Personnel	53,798	53,829	54,462	56,331	103.4%	55,424
7180	Uniforms	-	36	-	-		-
7223	Disposal Services	1,011	1,063	1,100	1,100	100.0%	1,150
7295-0847	Electricity Usage	16,630	16,385	14,500	14,800	102.1%	15,000
7295-0848	Natural Gas Usage	4,234	3,890	4,000	4,100	102.5%	4,100
7360	Safety & Security	695	-	125	225	180.0%	225
7655	Building Maintenance	5,637	2,112	2,000	2,200	110.0%	6,000
9026	Equipment Maintenance	-	87	650	250	38.5%	400
9039	Equipment Rental	-	326	400	450	112.5%	500
	Sub-Total - CC Gymnasium	82,005	77,728	77,237	79,456	102.9%	82,799
6533	Community Center PAL Center						
7010	Salaries & Wages - Permanent	5,237	5,222	1,358	1,378	101.4%	1,372
7030	Overtime	24	38	-	1		-
7110	Cafeteria Benefits	1,212	1,231	297	286	96.2%	307
7150	Medicare	75	76	20	20	100.0%	20
7160	PERS	1,126	1,121	335	345	102.9%	290
	Sub-Total Personnel	7,674	7,688	2,010	2,028	100.9%	1,989
7180	Uniforms	-	2	-	-		-
7295-0847	Electricity Usage	270	266	275	215	78.2%	225
7655	Building Maintenance	2,446	735	100	-	0.0%	100
	Sub-Total - Community Center PAL Cent	10,390	8,691	2,385	2,243	94.1%	2,314
6534	James Woody Park - Facilities						
7010	Salaries & Wages - Permanent	5,502	5,511	5,171	5,458	105.6%	5,647
7020	Salaries & Wages - Part-time	2,157	1,279	1,598	1,669	104.5%	1,721
7030	Overtime	53	115	-	66		-
7110	Cafeteria Benefits	1,192	1,223	1,206	1,137	94.3%	1,335
7130	FICA	83	16	-	-		-
7150	Medicare	111	101	98	105	107.0%	107
7160	PERS	1,342	1,379	1,667	1,690	101.4%	1,555
	Sub-Total Personnel	10,440	9,624	9,740	10,125	104.0%	10,365
7180	Uniforms	-	6	-	-		-
7655	Building Maintenance	1,378	2,225	1,500	1,250	83.3%	1,500
	Sub-Total - James Woody Park - Facilitie	11,818	11,855	11,240	11,375	101.2%	11,865
6590	Cramer Family - Facilities						
7010	Salaries & Wages - Permanent	2,782	2,771	3,320	3,476	104.7%	-
7020	Salaries & Wages - Part-time	1,388	876	615	964	156.8%	-
7030	Overtime	38	91	-	42		-
7110	Cafeteria Benefits	517	538	707	657	93.0%	-
7130	FICA	35	7	-	-		-
7150	Medicare	62	55	57	66	115.1%	-
7160	PERS	754	736	969	1,048	108.2%	-
	Sub-Total Personnel	5,576	5,074	5,668	6,253	110.3%	0

PARKS & RECREATION 2510							
Code	Expenditure Classification	Actual Expense 2009-10	Actual Expense 2010-11	Amended Budget 2011-12	Estimated Expense 2011-12	% of Budget Expended	Adopted Budget 2012/13
7180	Uniforms	-	7	-	-		-
7383	Vandalism Repairs	63	-	150	300	200.0%	-
7655	Building Maintenance	1,186	388	400	250	62.5%	-
	Sub-Total - Cramer Family - Facilities	6,825	5,469	6,218	6,803	109.4%	0
6610	Adult Sports						
7010	Salaries & Wages - Permanent	21,967	22,603	19,883	19,239	96.8%	18,918
7020	Salaries & Wages - Part-time	9,653	9,159	12,705	10,321	81.2%	10,780
7030	Overtime	10	35	-	9		-
7110	Cafeteria Benefits	3,733	4,057	3,318	3,133	94.4%	3,096
7120	Deferred Compensation	354	341	276	277	100.3%	269
7130	FICA	96	207	595	219	36.8%	-
7150	Medicare	478	480	473	456	96.4%	431
7160	PERS	6,504	6,112	5,666	6,371	112.4%	4,657
	Sub-Total Personnel	42,795	42,994	42,916	40,024	93.3%	38,152
7180	Uniforms	-	4	-	-		-
8014	3 on 3 Adult Basketball Tny	150	-	-	-		-
8026	Adult Basketball	4,355	3,310	4,615	4,615	100.0%	4,650
8030	Adult Kickball	1,252	15	2,145	0	0.0%	2,700
8038	Adult Soccer	-	-	1,500	0	0.0%	2,400
8050	Open Gym	411	-	200	150	75.0%	200
8062	Softball	6,419	8,246	10,315	10,315	100.0%	10,400
8074	Softball Tny	-	-	635	-	0.0%	1,000
8086	Volleyball	6	224	-	-		-
	Sub-Total - Adult Sports	55,388	54,793	62,326	55,104	88.4%	59,502
6640	Civic Center Aquatic Complex						
7010	Salaries & Wages - Permanent	109,576	104,471	87,027	86,435	99.3%	90,153
7020	Salaries & Wages - Part-time	132,366	128,676	141,206	123,423	87.4%	101,669
7030	Overtime	427	1,878	1,000	613	61.3%	-
7110	Cafeteria Benefits	18,695	18,089	17,547	16,258	92.7%	17,374
7120	Deferred Compensation	1,321	1,019	350	351	100.3%	411
7130	FICA	7,057	6,045	5,843	6,561	112.3%	-
7150	Medicare	3,574	3,451	3,309	3,078	93.0%	2,781
7160	PERS	27,160	28,476	33,005	24,855	75.3%	21,984
	Sub-Total Personnel	300,176	292,105	289,287	261,573	90.4%	234,372
7180	Uniform Expenses	2,716	2,698	2,550	2,700	105.9%	2,800
7205	Advertising	-	47	350	480	137.1%	500
7229	Education & Training	-	200	-	-		1,300
7241	Meetings & Conferences	20	536	250	750	300.0%	263
7259	Miscellaneous	23	350	200	225	112.5%	250
7247	Memberships & Dues	-	-	-	-		250
7265	Office Supplies	-	67	-	-		-
7277	Printing	-	34	100	100	100.0%	100
7295-0847	Electricity Usage	40,355	38,081	38,000	31,500	82.9%	33,000
7295-0848	Natural Gas Usage	84,829	78,458	75,000	72,500	96.7%	75,000
7295-0849	Water Usage	7,973	7,254	11,000	6,900	62.7%	7,200
7313	Concession Items	8,581	5,861	6,000	5,600	93.3%	6,000
7330	Hardware/Software Supplies Exp.	2,277	1,784	1,500	1,450	96.7%	1,500
7360	Safety & Security	3,665	2,269	2,500	2,000	80.0%	2,250
7655	Building Maintenance	5,232	4,630	6,000	5,000	83.3%	5,500
7755	Grounds Maintenance	-	1,654	350	200	57.1%	250

PARKS & RECREATION 2510							
Code	Expenditure Classification	Actual Expense 2009-10	Actual Expense 2010-11	Amended Budget 2011-12	Estimated Expense 2011-12	% of Budget Expended	Adopted Budget 2012/13
7970	Small Tools	203	77	125	100	80.0%	100
8103	AV Wave	5,357	7,335	5,500	1,200	21.8%	-
8118	Advanced Stroke Development	-	-	2,000	200	10.0%	150
8128	CPR Challenge Course	260	313	300	300	100.0%	285
8138	Evening Lap Swim	212	644	250	250	100.0%	100
8143	Guard Start	111	276	300	300	100.0%	295
8148	Lifeguard Training	967	1,696	1,600	1,600	100.0%	1,500
8153	Open Diver Water Course	1,883	1,305	2,300	2,300	100.0%	1,500
8158	Open Rec Swim	462	226	200	200	100.0%	175
8163	Pool Chemicals	31,753	34,544	28,000	32,000	114.3%	33,500
8168	Pool Special Event	283	679	750	1,500	200.0%	1,900
8178	Splash Dance	7,678	7,259	8,400	8,400	100.0%	8,700
8183	Swim Lessons	221	615	1,000	1,000	100.0%	1,500
8185	Swim Fair	18	125	200	200	100.0%	250
8188	Water Aerobics	11,190	9,965	11,000	11,000	100.0%	11,140
9026	Equipment Maintenance	10,805	7,197	21,500	18,000	83.7%	15,000
9065	Leased Equipment	768	56	-	-	-	-
9078	Safety Equipment	171	2,112	500	500	100.0%	1,000
9120	Capital Equipment	-	20,088	10,000	8,000	80.0%	-
	Sub-Total - Civic Center Aquatic Comple:	528,189	530,540	527,012	478,028	90.7%	447,630
6670	ASAP						
7010	Salaries & Wages - Permanent	52,815	44,928	42,192	40,550	96.1%	46,196
7020	Salaries & Wages - Part-time	98,633	104,883	91,445	92,520	101.2%	96,745
7030	Overtime	25	132	-	23	-	-
7110	Cafeteria Benefits	8,878	7,876	7,104	6,790	95.6%	7,606
7120	Deferred Compensation	839	612	582	582	100.0%	674
7130	FICA	4,329	4,787	4,703	4,561	97.0%	-
7150	Medicare	2,230	2,193	1,938	1,958	101.0%	2,072
7160	PERS	17,344	15,695	14,234	14,600	102.6%	13,022
	Sub-Total Personnel	185,093	181,106	162,198	161,585	99.6%	166,315
8250	Afterschool Program	8,266	6,785	6,550	9,000	137.4%	11,100
	Sub-Total - ASAP	193,359	187,891	168,748	170,585	101.1%	177,415
6700	CAVE						
7010	Salaries & Wages - Permanent	4,735	4,566	-	10	-	-
7020	Salaries & Wages - Part-time	8,156	7,435	-	99	-	-
7030	Overtime	-	11	-	-	-	-
7110	Cafeteria Benefits	778	781	-	2	-	-
7120	Deferred Compensation	82	73	-	-	-	-
7130	FICA	371	253	-	6	-	-
7150	Medicare	190	176	-	2	-	-
7160	PERS	1,492	1,709	-	2	-	-
	Sub-Total Personnel	15,804	15,004	-	120	-	-
8350	CAVE	1,332	1,608	-	-	-	-
	Sub-Total - CAVE	17,136	16,612	-	120	-	-

PARKS & RECREATION 2510							
Code	Expenditure Classification	Actual Expense 2009-10	Actual Expense 2010-11	Amended Budget 2011-12	Estimated Expense 2011-12	% of Budget Expended	Adopted Budget 2012/13
6730	Day Camp						
	7010 Salaries & Wages - Permanent	18,838	14,798	19,095	8,990	47.1%	15,875
	7020 Salaries & Wages - Part-time	28,221	26,053	13,525	26,886	198.8%	23,790
	7030 Overtime	8	38	-	7		-
	7110 Cafeteria Benefits	3,124	2,599	3,096	1,514	48.9%	2,596
	7120 Deferred Compensation	313	210	303	111	36.7%	229
	7130 FICA	1,410	1,253	618	1,287	208.2%	-
	7150 Medicare	695	606	473	516	109.0%	576
	7160 PERS	5,242	4,498	5,580	3,663	65.6%	4,110
	Sub-Total Personnel	57,851	50,055	42,690	42,973	100.7%	47,177
	8450 Day Camp	2,601	1,210	2,000	2,000	100.0%	2,000
	Sub-Total - Day Camp	60,452	51,265	44,690	44,973	100.6%	49,177
6760	Instructor Classes						
	7010 Salaries & Wages - Permanent	40,458	40,426	41,320	39,137	94.7%	41,867
	7020 Salaries & Wages - Part-time	6,772	6,068	5,068	5,702	112.5%	6,622
	7030 Overtime	25	142	-	27		-
	7110 Cafeteria Benefits	7,593	7,221	7,993	7,422	92.9%	7,907
	7120 Deferred Compensation	410	355	211	211	100.2%	181
	7130 FICA	-	15	-	60		-
	7150 Medicare	694	681	673	691	102.7%	703
	7160 PERS	10,182	9,881	11,427	10,713	93.7%	9,795
	Sub-Total Personnel	66,134	64,789	66,692	63,963	95.9%	67,075
	8502 Academic Tots	20,216	15,387	17,500	19,000	108.6%	20,000
	8504 Adult Tap	755	-	-	-		-
	8506 Archery	-	-	-	-		2,500
8508.0512	Arts & Crafts	105	497	-	-		-
	8512 Ballet & Tap	294	594	800	200	25.0%	500
	8514 Baton Twirling	1,481	2,460	2,800	2,300	82.1%	2,800
	8516 Belly Dancing	461	248	250	400	160.0%	700
	8520 Cheer-Tumbling	4,266	2,031	2,600	3,000	115.4%	4,000
	8522 Child & Babysitting Safety	-	70	-	-		-
	8524 Cooking	483	-	-	-		-
	8526 CPR & First Aid	2,001	1,707	1,500	700	46.7%	1,500
	8531 Dog Obediance	2,108	1,627	1,500	1,300	86.7%	1,600
	8533 Driver's Ed	1,228	861	1,000	750	75.0%	1,200
	8537 Fencing	8,771	6,404	7,500	5,200	69.3%	6,500
	8539 Golf Lessons	2,117	4,695	4,000	4,500	112.5%	5,500
	8541 Guitar Lessons	1,518	1,829	1,600	1,600	100.0%	1,800
	8547 Hip Hop Dance	824	1,955	2,000	1,300	65.0%	2,000
	8550 Kung Fu	961	2,202	2,000	2,000	100.0%	2,000
	8555 Low Impact Aerobics	7,076	12,730	10,500	12,000	114.3%	13,000
	8557 Painting & Drawing	1,137	655	700	700	100.0%	700
	8559 Parent & Tot	8,430	7,022	8,800	8,100	92.0%	9,000
	8565 Preschool Art	853	315	350	200	57.1%	200
	8567 Rent-A-Santa	892	563	800	830	103.8%	800
	8568 Road To Creativity	455	-	200	400	200.0%	225
	8569 Salsa & Latin Dance	771	51	-	-		-

PARKS & RECREATION 2510							
Code	Expenditure Classification	Actual Expense 2009-10	Actual Expense 2010-11	Amended Budget 2011-12	Estimated Expense 2011-12	% of Budget Expended	Adopted Budget 2012/13
	8575 Shotakan Karate	3,919	2,445	3,750	500	13.3%	-
8576.5000	Summer Camps	4,712	-	1,000	900	90.0%	1,000
	8577 Swing Dance	2,110	649	500	500	100.0%	1,000
	8579 Tae Kwon Do	7,535	1,929	-	-		-
	8581 Tai Chi	3,208	3,163	3,600	4,500	125.0%	4,200
	8583 Tennis	3,982	3,216	3,600	3,400	94.4%	4,000
	8585 Tiny Tot Dance	1,999	2,697	2,600	1,700	65.4%	2,400
	8589 Wrestling	832	-	-	-		-
	8591 Yoga	4,646	3,593	3,750	3,600	96.0%	3,750
	Sub-Total - Instructor Classes	166,280	146,384	151,892	143,543	94.5%	159,950
6790	PIO Events						
	7010 Salaries & Wages - Permanent	67,109	80,999	77,752	77,925	100.2%	48,760
	7020 Salaries & Wages - Part-time	15,396	17,263	31,544	9,788	31.0%	29,423
	7030 Overtime	1,492	1,993	-	1,108		-
	7110 Cafeteria Benefits	12,705	12,905	12,512	12,022	96.1%	7,670
	7120 Deferred Compensation	604	590	343	577	168.2%	194
	7130 FICA	223	806	225	126	56.0%	-
	7150 Medicare	1,382	1,609	1,585	1,411	89.0%	1,134
	7160 PERS	17,141	18,550	26,028	21,039	80.8%	13,457
	Sub-Total Personnel	116,052	134,715	149,989	123,996	82.7%	100,638
	7180 Uniforms	-	10	-	-		-
	7253 Mileage Exp/Allowance	566	567	570	570	100.0%	100
	7805 Fall Festival	25,332	11,400	10,000	7,500	75.0%	8,000
	7830 Tree Lighting	711	-	-	-		-
	7835 Craft Fairs	998	1,016	1,000	730	73.0%	1,000
	7840 Flea Markets (2)	1,343	370	1,000	700	70.0%	1,000
	7850 Freedom Festival	34,324	34,502	35,000	34,400	98.3%	35,000
	7855 Concerts in the Park (7)	12,598	26,419	31,000	38,000	122.6%	28,000
	8721 Winter Wonderland	5,047	6,056	5,000	5,000	100.0%	4,000
	Sub-Total - PIO Events	196,971	215,055	233,559	210,896	90.3%	177,738
6820	Recreation						
	7010 Salaries & Wages - Permanent	38,738	39,659	44,311	43,081	97.2%	44,266
	7020 Salaries & Wages - Part-time	2,867	2,900	3,000	3,147	104.9%	4,361
	7030 Overtime	-	5	-	20		-
	7110 Cafeteria Benefits	5,837	5,795	6,935	6,470	93.3%	6,778
	7120 Deferred Compensation	890	848	808	809	100.2%	810
	7130 FICA	178	180	186	195	104.9%	-
	7150 Medicare	595	606	686	687	100.2%	707
	7160 PERS	8,264	8,335	10,915	10,306	94.4%	9,631
	Sub-Total Personnel	57,369	58,328	66,841	64,715	96.8%	66,552

PARKS & RECREATION 2510							
Code	Expenditure Classification	Actual Expense 2009-10	Actual Expense 2010-11	Amended Budget 2011-12	Estimated Expense 2011-12	% of Budget Expended	Adopted Budget 2012/13
7205	Advertising	793	150	750	750	100.0%	750
7229	Education & Training	840	360	1,000	1,000	100.0%	1,050
7241	Meetings & Conferences	979	1,727	3,000	3,000	100.0%	3,150
7247	Memberships & Dues	1,245	1,075	1,250	1,250	100.0%	1,313
7253	Mileage Exp/Allowance	218	166	400	200	50.0%	300
7259	Miscellaneous	59	1,194	350	350	100.0%	350
7265	Office Supplies/Exp	2,664	4,036	4,250	3,200	75.3%	3,000
7271	Postage	12,170	12,962	12,500	12,556	100.4%	13,000
7277	Printing	18,088	20,094	20,000	19,000	95.0%	20,000
7330	Hardware/Software Supplies Exp.	3,757	8,595	5,000	4,750	95.0%	5,000
7370	Special Dept Supplies/Exp	3,734	820	3,850	2,900	75.3%	3,500
7375	Staff Services	289	226	350	350	100.0%	400
8940	Contract Services	33,732	55,981	58,500	58,000	99.1%	5,000
9039	Rental Equipment	-	-	300	300	100.0%	-
9052	Gasoline, Diesel, Oil	1,282	983	900	920	102.2%	1,000
9091	Vehicle Maintenance	674	78	500	350	70.0%	450
9610	Transfer - 2520	-	(88,764)	(57,038)	(57,038)	100.0%	-
	Sub-Total - Recreation	137,893	78,011	122,703	116,553	95.0%	124,815
6850	Rec Dept Events						
7010	Salaries & Wages - Permanent	40,465	34,481	39,189	38,440	98.1%	37,285
7020	Salaries & Wages - Part-time	18,576	18,931	16,819	15,367	91.4%	14,866
7030	Overtime	20	75	-	11	-	-
7110	Cafeteria Benefits	6,650	5,774	6,325	6,028	95.3%	5,949
7120	Deferred Compensation	705	527	647	647	100.0%	599
7130	FICA	832	885	919	806	87.7%	-
7150	Medicare	886	795	812	815	100.4%	757
7160	PERS	9,815	8,383	10,144	9,980	98.4%	8,299
	Sub-Total Personnel	77,949	69,851	74,855	72,094	96.3%	67,756
7180	Uniforms	-	7	-	-	-	-
8702	Active Adults	769	1,750	1,500	1,500	100.0%	400
8703	AV Idol	318	135	132	132	100.0%	132
8706	AV Most Talented Kid	235	284	245	255	104.1%	245
8712	Birthday Party Packages	-	154	-	-	-	-
8715	Bunny Run	1,231	1,183	1,167	1,167	100.0%	1,135
8718	Campfire Programs	371	136	175	175	100.0%	130
8727	Community Christmas Caroling	57	-	-	-	-	-
8728	Eggstravaganza	909	669	750	750	100.0%	700
8733	Firecracker Run	316	1,419	1,050	1,050	100.0%	1,135
8742	Haunted House	915	386	450	450	100.0%	425
8744	Healthy Apple Valley	-	6,784	5,000	5,000	100.0%	5,000
8744-5000	Heartchase	-	-	750	750	100.0%	-
8745	Kiddie Carnival	443	521	550	550	100.0%	500
8751	Mothers Day Tea Party	-	78	150	150	100.0%	150
8754	Mudfest	464	14	175	281	160.6%	200
8757	Fall Festival Run	631	16	-	-	-	-

PARKS & RECREATION 2510							
Code	Expenditure Classification	Actual Expense 2009-10	Actual Expense 2010-11	Amended Budget 2011-12	Estimated Expense 2011-12	% of Budget Expended	Adopted Budget 2012/13
8764	Special Apples	1,043	72	240	240	100.0%	225
8765	Sponsorship Revenue	1,450	141	-	-		-
8765.5000	Swing the Town	238	650	1,320	200	15.2%	-
8765-6000	Teen Art Festival	-	-	500	500	100.0%	450
8766	Teen Events	307	41	150	150	100.0%	200
8776	Tour de Apple Valley	-	-	2,000	2,669	133.5%	3,000
8784	Turkey Run	1,082	1,065	1,167	1,120	96.0%	1,120
8790	Teen Zone	373	380	600	600	100.0%	664
9610-4910	Transfer - 4910	(490)	-	-	-		-
	Sub-Total - Rec Dept Events	88,611	85,736	92,926	89,783	96.6%	83,567
6880	Rentals						
7010	Salaries & Wages - Permanent	38,038	38,724	43,678	41,603	95.2%	47,298
7020	Salaries & Wages - Part-time	6,975	7,619	10,833	8,356	77.1%	8,519
7030	Overtime	20	95	-	28		-
7110	Cafeteria Benefits	6,880	6,722	7,686	7,208	93.8%	8,042
7120	Deferred Compensation	471	443	482	482	100.0%	577
7130	FICA	174	216	425	233	54.8%	-
7150	Medicare	669	687	790	765	96.8%	811
7160	PERS	9,382	9,181	11,739	11,249	95.8%	10,795
	Sub-Total Personnel	62,609	63,687	75,633	69,924	92.5%	76,042
7180	Uniforms	-	1	-	-		-
8600	Parking Fee	11,686	17,035	20,000	20,000	100.0%	20,000
8712	Birthday Party Package	71	5	330	250	75.8%	350
	Sub-Total - Rentals	74,366	80,728	95,963	90,174	94.0%	96,392
6900	Skate Park - Facilities						
7010	Salaries & Wages - Permanent	195	-	-	-		-
7030	Overtime	380	-	-	-		-
7150	Medicare	7	-	-	-		-
7160	PERS	43	-	-	-		-
	Sub-Total Personnel	625	-	-	-		-
7360	Safety & Security	-	826	5,000	5,000	100.0%	5,000
9120	Capital Equipment	6,958	-	-	-		-
9555	Skate Park Renovation	-	247,706	-	-		-
	Sub-Total - Skate Park - Facilities	7,583	248,532	5,000	5,000	100.0%	5,000
6940	User Groups						
7010	Salaries & Wages - Permanent	31,453	32,389	23,065	22,473	97.4%	21,278
7020	Salaries & Wages - Part-time	1,693	1,514	879	1,067	121.4%	907
7030	Overtime	27	46	-	9		-
7110	Cafeteria Benefits	5,680	5,671	3,820	3,603	94.3%	3,499
7120	Deferred Compensation	358	345	343	343	100.1%	300
7130	FICA	-	4	-	15		-
7140-1	Health/Other Benefits-Retirees	2	-	-	-		-
7150	Medicare	513	523	347	369	106.5%	322
7160	PERS	7,188	7,284	5,898	5,673	96.2%	4,683
	Sub-Total Personnel	46,914	47,776	34,352	33,553	97.7%	30,989
7180	Uniforms	-	7	-	-		-
7223	Disposal Services	-	532	-	350		350
	Sub-Total - User Groups	46,914	48,315	34,352	33,903	98.7%	31,339

PARKS & RECREATION 2510							
Code	Expenditure Classification	Actual Expense 2009-10	Actual Expense 2010-11	Amended Budget 2011-12	Estimated Expense 2011-12	% of Budget Expended	Adopted Budget 2012/13
6970	Youth Sports						
7010	Salaries & Wages - Permanent	41,943	43,211	44,427	43,032	96.9%	44,917
7020	Salaries & Wages - Part-time	17,237	18,192	26,743	19,111	71.5%	23,261
7030	Overtime	18	86	-	21		-
7110	Cafeteria Benefits	7,040	7,056	7,290	6,949	95.3%	7,276
7120	Deferred Compensation	694	670	697	698	100.1%	709
7130	FICA	518	603	1,314	636	48.4%	-
7150	Medicare	906	936	1,032	952	92.3%	990
7160	PERS	10,991	11,117	12,312	12,658	102.8%	10,669
	Sub-Total Personnel	79,347	81,871	93,815	84,058	89.6%	87,822
8805	Adventures in PW Sports	681	263	680	680	100.0%	730
8810	Basketball Tournament	1,599	989	1,840	1,840	100.0%	2,100
8812	Coed Volleyball	377	238	815	815	100.0%	930
8820	Father Son Basketball Tournament	-	177	260	250	96.2%	242
8825	Peewee Soccer	725	810	860	470	54.7%	970
8830	Winter Peewee/Hotshots Basketball	795	585	1,140	1,140	100.0%	900
8858	Summer Peewee/Hotshots Basketball	600	374	940	900	95.7%	750
8860	Summer Youth Basketball	3,427	3,220	3,600	3,600	100.0%	3,600
8865	T-Ball	1,086	1,104	1,300	1,300	100.0%	1,350
8870	Flag Football	-	-	1,230	-	0.0%	1,550
8880	Winter Youth Basketball	2,315	3,745	6,500	6,000	92.3%	6,500
8885	Youth Track Meet	262	534	400	400	100.0%	300
8887	3 on 3 Soccer Tournament	93	579	372	372	100.0%	640
	Sub-Total - Youth Sports	91,307	94,489	113,752	101,825	89.5%	108,384
	Total Parks & Rec Expenditures	3,874,399	4,080,307	3,818,869	3,792,663	99.3%	3,272,598
	ENDING FUND BALANCE	(3,945,669)	(5,275,409)	(5,502,921)	(5,557,753)		(5,557,753)

PARKS & RECREATION 2510							
Code	Expenditure Classification	Actual Expense 2009-10	Actual Expense 2010-11	Amended Budget 2011-12	Estimated Expense 2011-12	% of Budget Expended	Adopted Budget 2012/13

Parks & Recreation - Recreation Division

<u>Personnel Schedule</u>	<u>Actual 2009-2010</u>	<u>Actual 2010-11</u>	<u>Actual 2011-12</u>	<u>Adopted 2012-13</u>
Full Time:				
Parks and Recreation Manager	0.93	0.930	0.890	0.850
Recreation Supervisor	3.00	3.000	2.000	2.000
Recreation Coordinator	0.00	0.000	1.000	1.000
Administrative Secretary	0.97	0.970	0.960	0.960
Senior Office Assistant	1.00	1.000	1.000	1.000
Office Assistant	1.00	1.000	1.000	1.000
Public Information Officer	0.00	0.100	0.100	0.100
Public Relations Specialist	0.00	0.175	0.175	0.175
Event Coordinator	1.00	1.000	1.000	0.670
Part Time:				
Office Assistant	1.00	2.000	1.500	1.000
Pool Manager	0.19	0.000	0.000	0.000
Swim Coach	0.00	0.190	0.190	0.000
Recreation Assistant	0.48	0.480	0.480	0.480
Senior Lifeguard	0.65	0.650	0.650	0.340
Lifeguard	2.87	2.870	2.870	4.660
Recreation Leader II	5.41	5.410	5.410	4.590
Recreation Leader I	2.67	2.670	2.670	2.950
Event Assistants (P/T)	2.00	2.000	1.000	1.000
Parks and Recreation Commissioners	1.25	1.250	1.250	1.250
Sub-Total FTE's:	24.42	25.695	24.145	24.025

Parks & Recreation - Facilities Division

<u>Personnel Schedule</u>	<u>Actual 2009-2010</u>	<u>Actual 2010-11</u>	<u>Adopted 2011-12</u>	<u>Adopted 2012-13</u>
Full Time:				
Senior Maintenance Worker	0.61	0.61	0.52	0.50
Maintenance Worker II	0.75	0.75	0.70	0.68
Maintenance Worker I	0.70	0.70	0.69	0.68
Custodian	2.00	1.00	1.00	1.00
Part Time:				
Custodian	0.00	0.00	0.65	0.65
Maintenance Aide	1.00	1.00	0.20	1.20
Sub-Total FTE's:	5.06	4.06	3.76	4.71

Parks & Recreation - Park's Division

<u>Personnel Schedule</u>	<u>Actual 2009-2010</u>	<u>Actual 2010-11</u>	<u>Adopted 2011-12</u>	<u>Adopted 2012-13</u>
Full Time:				
Parks Supervisor	0.93	0.93	0.96	
Grounds Supervisor				0.97
Senior Maintenance Worker	2.00	2.00	2.00	
Grounds Maintenance Worker III				0.95
Maintenance Worker II	5.37	5.37	5.92	
Grounds Maintenance Worker II				2.61
Maintenance Worker I	5.44	5.45	4.69	
Grounds Maintenance Worker I				4.49
Part Time:				
Maintenance Aide	2.00	2.00	1.00	0.00
Grounds Services Aide	0.00	0.00	0.00	0.68
Sub-Total FTE's:	15.74	15.75	14.57	9.70
Total FTE's:	45.22	45.505	42.475	38.435

PARKS & RECREATION QUIMBY FUND

TOTAL BUDGET - \$0.00

This fund accounts for revenues received from developers and restricted for the development of parks.

Parks & Recreation Quimby Fund - Account Number 2520-5210							
Code	Revenue Classification	Actual Revenue 2009-10	Actual Revenue 2010-11	Amended Budget 2011-12	Estimate Revenue 2011-12	% of Budget Received	Adopted Budget 2012-13
BEGINNING FUND BALANCE		103,775	111,005	33,562	33,562		(10,576)
6166	Quimby Fees	6,416	9,624	5,000	12,800	256.0%	10,500
4255	Interest	814	757	1,000	100	10.0%	-
Total Revenues		7,230	10,381	6,000	12,900	215.0%	10,500
Code	Expenditure Classification	Actual Expenses 2009-10	Actual Expenses 2010-11	Amended Budget 2011-12	Estimate Expense 2011-12	% of Budget Received	Adopted Budget 2012-13
9610	Tr to 2510 - Parks Master Pl:	-	88,764	57,038	57,038	100.0%	-
9610	Transfer from 4910	-	(940)	-	-		-
Total Expenditures		0	87,824	57,038	57,038	100.0%	-
ENDING FUND BALANCE		111,005	33,562	(17,476)	(10,576)	60.5%	(76)

POLICE GRANTS

TOTAL BUDGET - \$295,497

This fund is used to account for revenues received for the Dept. of Justice, the Dept. of Homeland Security and Cal EMA. Annual JAG and JAG AARA Grants are used for the juvenile officer and other Cal Pal programs. Cal EMA funds are used for the Cal Pal program and to supplement costs of a juvenile officer.

Police Grants - Account Number 2610							
Code	Revenue Classification	Actual Revenue 2009-10	Actual Revenue 2010-11	Amended Budget 2011-12	Estimate Revenue 2011-12	% of Budget Received	Adopted Budget 2012-13
	BEGINNING FUND BALANCE	-	961	(302)	(302)		-
4255	Interest	961	462	-	-		-
2514-6927	JAG AARA Grant	23,991	18,401	-	26,463		26,463
2516-6927	Annual JAG Grant 2010	-	-	-	29,457		-
2516-6927	Annual JAG Grant 2011	-	-	-	25,085		-
2516-6927	Annual JAG Grant 2012	-	-	-	-		19,237
2518-6927	Cal Pal Program	-	28,167	-	-		-
2519-6927	Homeland Security	-	-	-	53,250		-
2520-6927	Cal E M A	-	-	-	-		249,797
	Total Revenues	24,952	47,030	-	134,255	-	295,497
Code	Expenditure Classification	Actual Expenses 2009-10	Actual Expenses 2010-11	Amended Budget 2011-12	Estimate Expense 2011-12	% of Budget Expended	Adopted Budget 2012-13
JAG AARA Grant 2514							
	7265 Office Supplies	-	437	-	-		-
	7330 Hardware/Software Supplies Exp	8,304	175	-	-		-
	8940 Contract Services	15,687	19,211	-	26,463		26,463
	Total JAG AARA Grant	23,991	19,823	-	26,463		26,463
2010 JAG Grant 2516							
	8940 Contract Services	-	-	-	29,457		-
	Total Annual JAG Grant	-	-	-	29,457		-
2011 JAG Grant 2516							
	8940 Contract Services	-	-	-	25,085		-
	Total Annual JAG Grant	-	-	-	25,085		-
2011 JAG Grant 2516							
	8940 Contract Services	-	-	-	-		19,237
	Total Annual JAG Grant	-	-	-	-		19,237
Cal Pal Program 2518							
	7283 Rent	-	1,000	-	-		-
	7370 Special Department Supplies	-	2,777	-	-		-
	8940 Contract Services	-	2,773	-	21,617		-
	Total Cal Pal Program	-	6,550	-	21,617		-
Homeland Security 2519							
	7970 Small Tools	-	2,467	-	236		-
	9300 Capital Projects	-	19,452	-	31,095		-
	Total Homeland Security	-	21,919	-	31,331		-
Cal E M A 2520							
	9610-1001 Tr to Gen Fund for Juvenile Officer	-	-	-	-		149,797
	8940 Contract Services Cal Pal	-	-	-	-		100,000
	Total Cal E M A	-	-	-	-		249,797
	Total Expenditures	23,991	48,293	-	133,953	-	295,497
	ENDING FUND BALANCE	961	(302)	(302)	-	-	-

ASSET SEIZURE

TOTAL BUDGET - \$0.00

Asset forfeiture/seizure funds are tracked and reported to the Federal Government based upon case activity. Upon conclusion of a case, assets forfeited or seized are re-distributed to local agencies based upon the assets forfeited or seized within each jurisdiction. These funds are then used for future drug enforcement activities.

Asset Seizure - Account Number 2620-2010							
Code	Revenue Classification	Actual Revenue 2009-10	Actual Revenue 2010-11	Amended Budget 2011-12	Estimate Revenue 2011-12	% of Budget Received	Adopted Budget 2012-13
BEGINNING FUND BALANCE		23,088	13,137	29,701	29,701		26,393
4255	Interest	109	167	-	100		-
6806	Asset Seizure	5,019	16,647	-	-		-
Total Revenues		5,129	16,814	-	100		-
Code	Expenditure Classification	Actual Expenses 2009-10	Actual Expenses 2010-11	Amended Budget 2011-12	Estimate Expense 2011-12	% of Budget Used	Adopted Budget 2012-13
7241	Meetings & Conferences	-	-	-	480		-
7253	Mileage	-	-	-	155		-
7299	Education and Training	-	250	-	-		-
7370	Special Department Supplies	15,079	-	-	2,773		-
Total Expenditures		15,079	250	-	3,408		-
ENDING FUND BALANCE		13,137	29,701	29,701	26,393	-	26,393

DRUG & GANG PREVENTION

TOTAL BUDGET - \$0.00

Drug and Gang Prevention - Account Number 2630-2010							
Code	Revenue Classification	Actual Revenue 2009-10	Actual Revenue 2010-11	Amended Budget 2011-12	Estimate Revenue 2011-12	% of Budget Received	Adopted Budget 2012-13
BEGINNING FUND BALANCE		5	893	2,948	2,948		2,960
4255	Interest	2	7	-	12		-
6806	Asset Seizure	886	2,938	-	-		-
Total Revenues		888	2,945	-	12	-	-
Code	Expenditure Classification	Actual Expenses 2009-10	Actual Expenses 2010-11	Amended Budget 2011-12	Estimate Expense 2011-12	% of Budget Used	Adopted Budget 2012-13
7370	Special Department Supplies	-	890	-	-		-
Total Expenditures		-	890	-	-		-
ENDING FUND BALANCE		893	2,948	2,948	2,960	-	2,960

LIGHTING AND LANDSCAPE DISTRICT

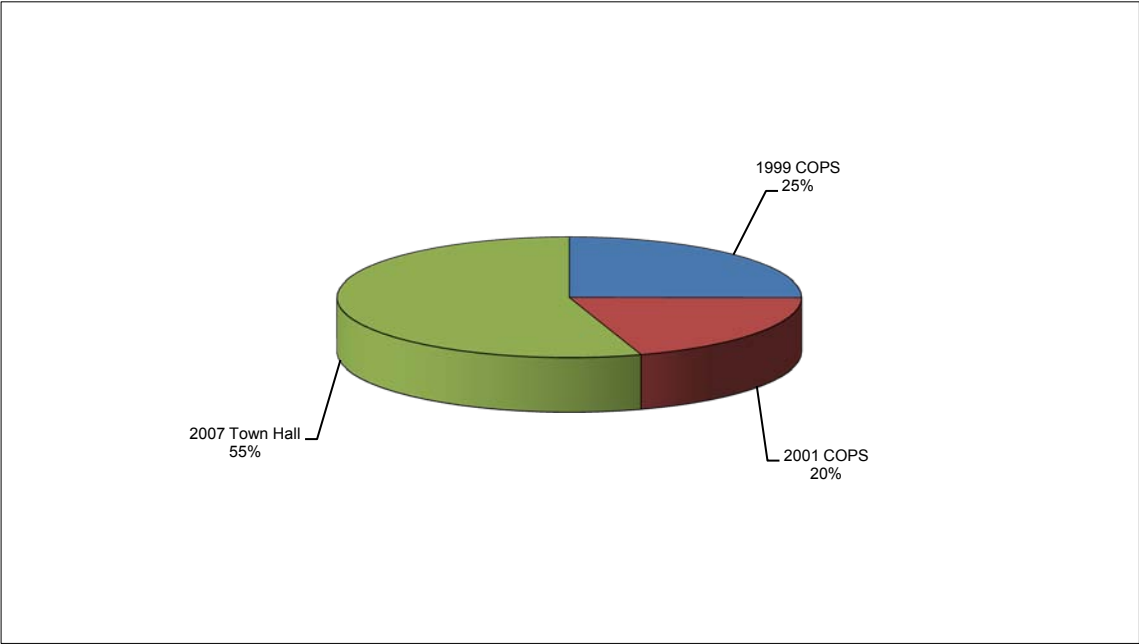
TOTAL BUDGET - \$0.00

This fund accounts for the revenues and expenditures of Assessment District L-1 which provides landscaping and right-of-way maintenance in accordance with the homeowners' agreement.

LL Assess. Dist - Account Number 2810-3310							
Code	Revenue Classification	Actual Revenue 2009-10	Actual Revenue 2010-11	Amended Budget 2011-12	Estimate Revenue 2011-12	% of Budget Received	Adopted Budget 2012-13
BEGINNING FUND BALANCE		386,858	565,629	742,881	742,881		912,096
4020	Property Tax	301,355	321,548	-	321,000		324,000
4181	Refunds, Reimb, Rebates	17,110	95	-	-		-
4255	Interest	3,459	3,862	-	1,215		1,200
Total Revenues		321,924	325,505	-	322,215	-	325,200
Code	Expenditure Classification	Actual Expenses 2009-10	Actual Expenses 2010-11	Amended Budget 2011-12	Estimate Expense 2011-12	% of Budget Used	Adopted Budget 2012-13
7935	Right of Way Maintenance	136,586	144,199	-	145,000		152,250
8964	Engineering Contractor	6,567	4,054	-	8,000		8,000
Total Expenditures		143,153	148,253	-	153,000		160,250
ENDING FUND BALANCE		565,629	742,881	742,881	912,096	-	1,077,046

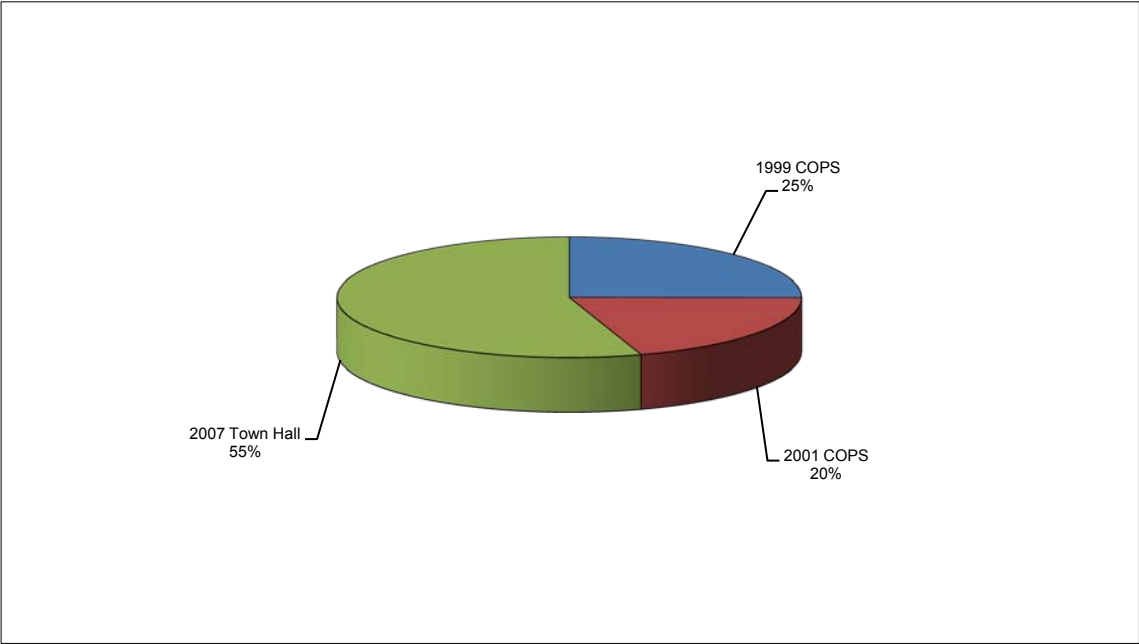
2012/13 Debt Service Funds Revenue

1999 COPS	405,000
2001 COPS	322,000
2007 Town Hall	888,100
Total Debt Service Funds Expense	<u><u>\$1,615,100</u></u>



2012/13 Debt Service Funds Expense

1999 COPS	405,000
2001 COPS	322,000
2007 Town Hall	888,100
Total Debt Service Funds Expense	<u><u>\$1,615,100</u></u>



DEBT SERVICE FUNDS

TOTAL BUDGET - \$1,615,100

2007 TOWN HALL REVENUE BONDS – This fund accounts for and report financial resources that are restricted for the payment of interest and principal on the 2007 Town Hall Revenue Bonds.

1999 COPS FUND – This fund accounts for and report financial resources restricted for the payment of interest and principal on the 1999 Public Facilities Financing Project Certificates of Participation.

2001 COPS FUND – This fund accounts for and report financial resources to advance refund and economically defease the \$2,570,000 Certificates of Participation issued on August 1, 1995 and payment of interest and principal on the 2001 Certificate of participation.

Debt Service Fund - 1999, 2001 and 2007 COP's - Funds 4105-1500, 4106-1500, & 4108-1500								
Code	Revenue Classification		Actual Revenue 2009-10	Actual Revenue 2010-11	Amended Budget 2011-12	Estimated Revenue 2011-12	% of Budget Received	Adopted Budget 2012-13
4255	Interest							
	1999 COP's	4105-0000-4255	620	1	-	-		-
	2001 COP's	4106-0000-4255	997	2	-	-		-
	2007 COP's	4108-0000-4255	50	-	-	-		-
9610	Transfer from General Fund							
	1999 COP's	4105-1500-6999-1001	409,709	382,626	400,000	400,000	100.0%	405,000
	2001 COP's	4106-1500-6999-1001	241,010	230,446	283,500	283,500	100.0%	322,000
	2007 COP's*	4108-1500-6999-1001	-	1,751,705	893,349	893,349	100.0%	888,100
9610	Transfer from General Government Facilities							
	2007 COP's*	4108-1500-9610-4730	808,574	19,880	-	-		-
Total Revenues			1,460,960	2,384,660	1,576,849	1,576,849	100.0%	1,615,100
Code	Expenditure Classification		Actual Expense 2009-10	Actual Expense 2010-11	Actual Expense 2011-12	Estimated Expense 2011-12	% of Budget Expended	Adopted Budget 2012-13
	Debt Service							
9840	1999 COP's Principle	4105-1500-9840-0000	295,000	305,000	315,000	315,000	100.0%	325,000
9860	1999 COP's Interest	4105-1500-9860-0000	55,779	9,299	10,000	10,000	100.0%	10,000
9840	2001 COP's Principle	4106-1500-9840-0000	180,000	195,000	202,500	202,500	100.0%	280,000
9860	2001 COP's Interest	4106-1500-9860-0000	25,171	10,880	11,000	11,000	100.0%	12,000
9840	2007 COP's Principle	4108-1500-9840-0000	300,000	405,000	420,000	420,000	100.0%	440,000
9860	2007 COP's Interest	4108-1500-9860-0000	505,894	478,238	470,644	470,644	100.0%	445,100
8940	Debt Service Admin	4105-1500-8940-0000	59,550	68,327	75,000	75,000	100.0%	70,000
8940	Debt Service Admin	4106-1500-8940-0000	36,836	24,566	70,000	70,000	100.0%	30,000
8940	Debt Service Admin	4108-1500-8940-0000	2,730	2,555	2,705	2,705	100.0%	3,000
Total Expenditures			1,460,960	1,498,865	1,576,849	1,576,849	100.0%	1,615,100
ENDING FUND BALANCE			-	885,794	885,794	885,794		885,794

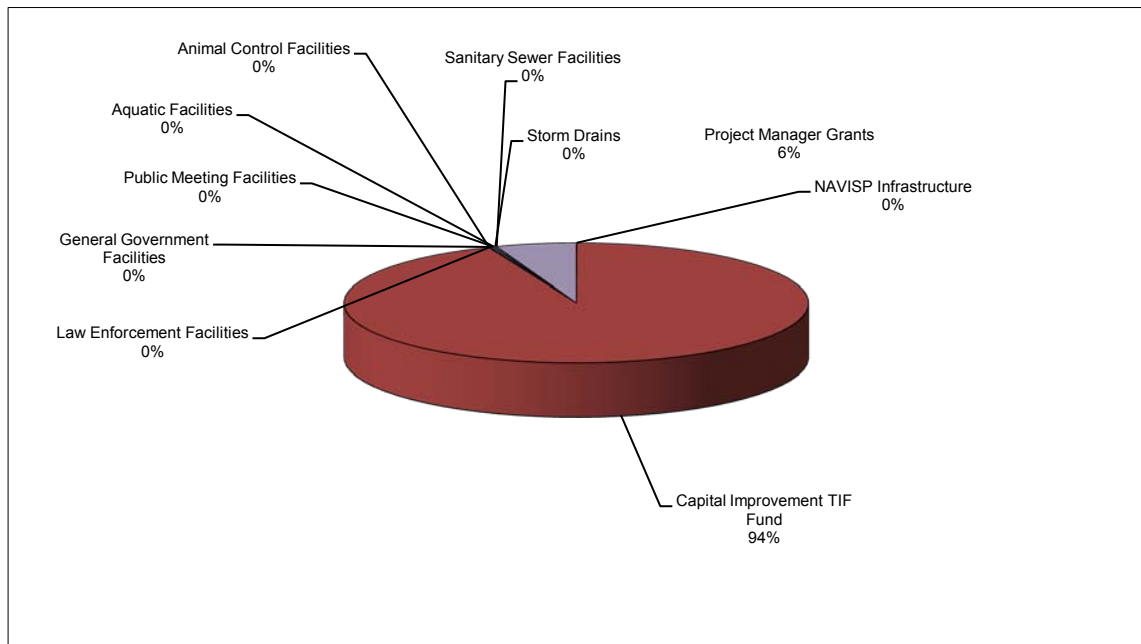
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Town of Apple Valley

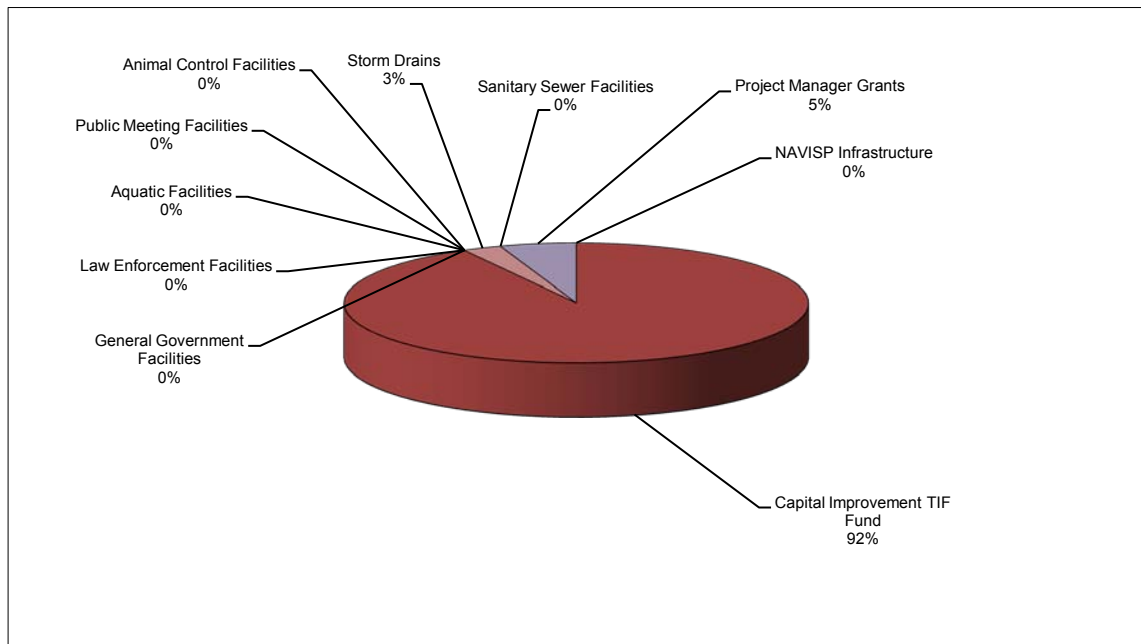
2012/13 Capital Improvement Funds Revenue

NAVISP Infrastructure	\$4,000
Capital Improvement TIF Fund	13,125,000
Animal Control Facilities	1,750
Law Enforcement Facilities	12,100
General Government Facilities	30,000
Public Meeting Facilities	5,010
Aquatic Facilities	3,040
Storm Drains	25,500
Sanitary Sewer Facilities	3,300
Project Manager Grants	782,609
Total-CIP Funds Revenue	<u><u>\$13,992,309</u></u>



2012/13 Capital Improvement Funds Expenditures

NAVISP Infrastructure	\$0
Capital Improvement TIF Fund	13,530,000
Animal Control Facilities	-
Law Enforcement Facilities	-
General Government Facilities	-
Public Meeting Facilities	-
Aquatic Facilities	-
Storm Drains	400,000
Sanitary Sewer Facilities	-
Project Manager Grants	782,609
Total-CIP Funds Expenditures	<u><u>\$14,712,609</u></u>



NAVISP INFRASTRUCTURE

TOTAL BUDGET - \$0

This fund accounts for the construction of infrastructure improvement projects related to implementation of the North Apple Valley Industrial Specific Plan (NAVISP).

NAVISP Infrastructure 4050-4310							
Code	Revenue Classification	Actual Revenue 2009-10	Actual Revenue 2010-11	Amended Budget 2011-12	Estimated Revenue 2011-12	% of Budget Received	Adopted Budget 2012-13
BEGINNING FUND BALANCE		-	-	1,630,994	1,630,994		1,634,994
4255	Interest	-	690	-	4,000		4,000
9610	Transfer in - 1001	-	1,630,304	-	-		-
Total Revenue		-	1,630,994	-	4,000	-	4,000
Code	Expenditure Classification	Actual Expense 2009-10	Actual Expense 2010-11	Amended Budget 2011-12	Estimated Expense 2011-12	% of Budget Expended	Adopted Budget 2012-13
Total Expenditures		-	-	-	-	-	-
ENDING FUND BALANCE		-	1,630,994	1,630,994	1,634,994		1,638,994

CAPITAL IMPROVEMENT PROGRAM - INFRASTRUCTURE (TIF)

TOTAL BUDGET - \$13,530,000

This fund was established to account for all of the Town's construction projects that are not being separately accounted for in other capital project funds (with the exception of those funded through nonmajor capital project funds and Enterprise Funds). Financing is provided primarily through transfers in from the General Fund, and from State and Federal grants.

Capital Improvement Program - Infrastructure (TIF) - Account Number 4410-5210							
Code	Revenue Classification	Actual Revenue 2009-10	Actual Revenue 2010-11	Amended Budget 2011-12	Estimated Revenue 2011-12	% of Budget Received	Adopted Budget 2012-13
BEGINNING FUND BALANCE		10,476,562	9,483,693	9,104,848	9,104,848		8,229,848
4255	Interest	64,798	74,995	25,000	25,000	100.0%	25,000
6184	Traffic Impact Fees	369,517	384,559	350,000	350,000	100.0%	350,000
6816	Grants (HSIP)	-	-	350,000	-		350,000
6999	Transfer In - 3020	-	-	-	-		12,400,000
Total Revenue		434,315	471,122	725,000	375,000	51.7%	13,125,000
Code	Expenditure Classification	Actual Expense 2009-10	Actual Expense 2010-11	Amended Budget 2011-12	Estimated Expense 2011-12	% of Budget Expended	Adopted Budget 2012-13
9250	AV Rd/ Pimlico Signal Upgrade	1,008	-	-	-		-
9208	AV Rd/Town Center Improvements	-	-	-	-		100,000
9283	Bear Valley Rd/Deep Creek Signal	51,146	78,307	300,000	300,000	100.0%	-
9284	Bear Valley Rd/ Mohawk Signal	4,242	29,927	350,000	350,000	100.0%	405,000
9305	Central Rd (s/o Ottawa)	-	233,820	-	-		-
9327	Corwin Rd	767,598	5,517	-	-		-
9338	Dale Evans Road Widening n/o Otoe	-	472,228	-	-		-
9340	Dale Evans Traffic Signalization	29,087	-	-	-		-
9410	Hwy 18 West End Widening	287,954	39,270	-	-		-
9424	Kasota Rd Widening	-	-	100,000	100,000	100.0%	-
9442	Kiowa (Bear Valley to Tussing Phase I	64,627	-	500,000	500,000	100.0%	-
9471	Navajo Rd	9,477	(9,102)	-	-		-
9588	Yucca Loma Bridge	212,045	-	-	-		13,000,000
9590	Yucca Loma Rd Pole Undergrouding	-	-	-	-		25,000
9595	Yucca Loma Rd Widening	-	-	-	-		-
Total Expenditures		1,427,184	849,967	1,250,000	1,250,000	100.0%	13,530,000
ENDING FUND BALANCE		9,483,693	9,104,848	8,579,848	8,229,848	95.9%	7,824,848

ANIMAL CONTROL FACILITIES

TOTAL BUDGET - \$0

Animal Control Facilities 4710-1200							
Code	Revenue Classification	Actual Revenue 2009-10	Actual Revenue 2010-11	Amended Budget 2011-12	Estimated Revenue 2011-12	% of Budget Received	Adopted Budget 2012-13
BEGINNING FUND BALANCE		89,361	92,222	96,175	96,175		97,925
4255	Interest	667	663	-	650		650
6102	Animal Control Facilities Fee	2,194	3,290	-	1,100		1,100
Total Revenue		2,861	3,953	-	1,750	-	1,750
Code	Expenditure Classification	Actual Expense 2009-10	Actual Expense 2010-11	Amended Budget 2011-12	Estimated Expense 2011-12	% of Budget Expended	Adopted Budget 2012-13
7935	Right of Way Maintenance	-	-	-	-		-
8964	Engineering Cont - General	-	-	-	-		-
Total Expenditures		-	-	-	-	-	-
ENDING FUND BALANCE		92,222	96,175	96,175	97,925		99,675

LAW ENFORCEMENT FACILITIES

TOTAL BUDGET - \$0

Law Enforcement Facilities 4720-1200							
Code	Revenue Classification	Actual Revenue 2009-10	Actual Revenue 2010-11	Amended Budget 2011-12	Estimated Revenue 2011-12	% of Budget Received	Adopted Budget 2012-13
BEGINNING FUND BALANCE		439,651	451,950	634	634		12,734
4255	Interest	3,339	3,036	-	(400)		(400)
6140	Law Enforcement Facilities Fee	33,788	9,524	-	12,500		12,500
Total Revenue		37,127	12,560	-	12,100	-	12,100
Code	Expenditure Classification	Actual Expense 2009-10	Actual Expense 2010-11	Amended Budget 2011-12	Estimated Expense 2011-12	% of Budget Expended	Adopted Budget 2012-13
9512	PD T/I 2010	24,828	-	-	-		-
9610	Transfer - 4110	-	463,876	-	-		-
Total Expenditures		24,828	463,876	-	-	-	-
ENDING FUND BALANCE		451,950	634	634	12,734		24,834

GENERAL GOVERNMENT FACILITIES

TOTAL BUDGET - \$0

During the 2007-08 fiscal year the Town Council approved the issuance of Certificates of Participation in the amount of \$11,306,093 to finance and build the Development Services Building and improvements to the existing Town Hall. Construction began in fiscal year 2008-09 and the projects were completed in 2011. This year's budget includes minor facility enhancements.



GENERAL GOVERNMENT FACILITIES

TOTAL BUDGET - \$0

General Government Facilities 4730-1500							
Code	Revenue Classification	Actual Revenue 2009-10	Actual Revenue 2010-11	Amended Budget 2011-12	Estimated Revenue 2011-12	% of Budget Received	Adopted Budget 2012-13
BEGINNING FUND BALANCE		7,956,410	-	23	23		23,893
4255	Interest	34,873	-	-	(30)		-
6126	General Gov Facilities Fees	20,648	24,528	-	30,000		30,000
Total Revenue		55,521	24,528	-	29,970	-	30,000
Code	Expenditure Classification	Actual Expense 2009-10	Actual Expense 2010-11	Amended Budget 2011-12	Estimated Expense 2011-12	% of Budget Expended	Adopted Budget 2012-13
9120	Capital Equipment	-	-	6,100	6,100	-	-
9571	Town Hall & PD Tenant Imp	34,388	-	-	-	-	-
9610	Transfer - 1001	(1,435,753)	-	-	-	-	-
9610	Transfer - 4108	483,510	19,880	-	-	-	-
9610	Transfer - 4110	8,929,786	-	-	-	-	-
9860	Interest Expense	-	4,625	-	-	-	-
Total Expenditures		8,011,931	24,505	6,100	6,100	-	-
ENDING FUND BALANCE		-	23	(6,077)	23,893		53,893

PUBLIC MEETING FACILITIES

TOTAL BUDGET - \$0

		Public Meeting Facilities 4740-1200					
Code	Revenue Classification	Actual Revenue 2009-10	Actual Revenue 2010-11	Amended Budget 2011-12	Estimated Revenue 2011-12	% of Budget Received	Adopted Budget 2012-13
BEGINNING FUND BALANCE		93,218	104,437	58,829	58,829		63,839
4255	Interest	756	738	-	10		10
6164	Public Meeting Facilities Fee	10,463	15,692		5,000		5,000
Total Revenue		11,219	16,430	-	5,010	-	5,010
Code	Expenditure Classification	Actual Expense 2009-10	Actual Expense 2010-11	Amended Budget 2011-12	Estimated Expense 2011-12	% of Budget Expended	Adopted Budget 2012-13
9610	Transfer - 4110	-	62,038	-	-		-
Total Expenditures		-	62,038	-	-	-	-
ENDING FUND BALANCE		104,437	58,829	58,829	63,839		68,849

AQUATIC FACILITIES

TOTAL BUDGET - \$0

Aquatic Facilities - 4750-1200							
Code	Revenue Classification	Actual Revenue 2009-10	Actual Revenue 2010-11	Amended Budget 2011-12	Estimated Revenue 2011-12	% of Budget Received	Adopted Budget 2012-13
BEGINNING FUND BALANCE		31,231	34,858	40,175	40,175		43,215
4255	Interest	252	255	-	40		40
6106	Aquatic Facilities Fees	3,375	5,062		3,000		3,000
Total Revenue		3,627	5,317	-	3,040	-	3,040
Code	Expenditure Classification	Actual Expense 2009-10	Actual Expense 2010-11	Amended Budget 2011-12	Estimated Expense 2011-12	% of Budget Expended	Adopted Budget 2012-13
Total Expenditures		-	-	-	-	-	-
ENDING FUND BALANCE		34,858	40,175	40,175	43,215		46,255

STORM DRAINS

TOTAL BUDGET - \$400,000

Storm Drains 4760-5210							
Code	Revenue Classification	Actual Revenue 2009-10	Actual Revenue 2010-11	Amended Budget 2011-12	Estimated Year End 2011-12	% of Budget Received	Adopted Budget 2012-13
BEGINNING FUND BALANCE		1,254,227	1,338,794	1,140,478	1,140,478		935,084
4255	Interest	9,668	9,569	-	500		500
6670	Storm Drainage Facilities Fees	75,221	94,912	-	25,000		25,000
Total Revenue		84,889	104,481	-	25,500	-	25,500
Code	Expenditure Classification	Actual Expense 2009-10	Actual Expense 2010-11	Amended Budget 2011-12	Estimated Year End 2011-12	% of Budget Expended	Adopted Budget 2012-13
8940	Contract Services	-	-	-	1,226		-
9367	Dry Wells	322	302,797	-	229,668		400,000
Total Expenditures		322	302,797	-	230,894	-	400,000
ENDING FUND BALANCE		1,338,794	1,140,478	1,140,478	935,084		560,584

SANITARY SEWER FACILITIES

TOTAL BUDGET - \$0

Sanitary Sewer Facilities 4770-4210							
Code	Revenue Classification	Actual Revenue 2009-10	Actual Revenue 2010-11	Amended Budget 2011-12	Estimated Year End 2011-12	% of Budget Received	Adopted Budget 2012-13
BEGINNING FUND BALANCE		847,545	870,168	899,852	899,852		903,152
4255	Interest	6,262	6,234	-	800		800
6600	Sanitary Sewer Facilities Fees	6,381	23,450	-	2,500		2,500
Total Revenue		12,643	29,684	-	3,300	-	3,300
Code	Expenditure Classification	Actual Expense 2009-10	Actual Expense 2010-11	Amended Budget 2011-12	Estimated Year End 2011-12	% of Budget Expended	Adopted Budget 2012-13
9610	Transfer - 5010	(9,980)	-	-	-		-
Total Expenditures		(9,980)	-	-	-	-	-
ENDING FUND BALANCE		870,168	899,852	899,852	903,152		906,452

MISCELLANEOUS GRANT FUND

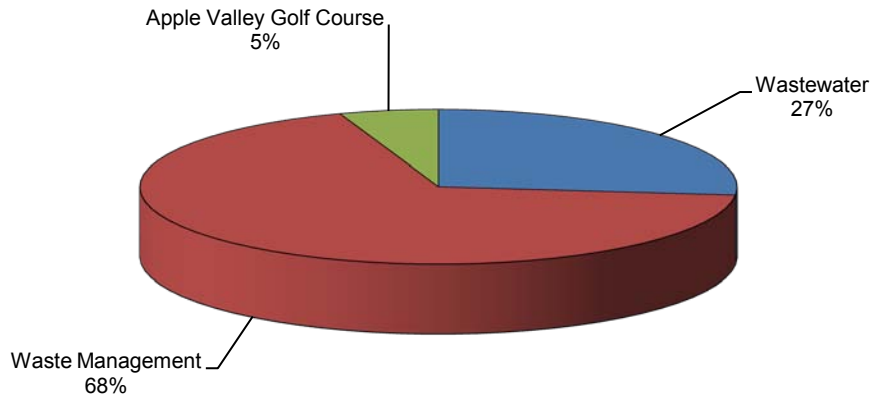
TOTAL BUDGET - \$782,609

Miscellaneous Grant Fund - Account Number 4910							
Code	Revenue Classification	Actual Revenue 2009-10	Actual Revenue 2010-11	Amended Budget 2011-12	Estimated Revenue 2011-12	% of Budget Received	Adopted Budget 2012-13
BEGINNING FUND BALANCE		(1,676,792)	(1,067,877)	(642,918)	(642,918)		-
Non Departmental							
0000-6816-0000	Grants - County (Mktg & Website)	7,096	-	24,493	24,493	100.0%	-
0000-6930-9000	STP (SANBAG)	-	-	15,000,000	-		-
0000-6912-0000	Commercial Recycling Incentive	1,244	-	-	-		-
Civic Center Park							
4806-4170-0000	Other Revenue Sources	10,490	-	-	-		-
4806-4181-0000	Refunds, Reimb, Rebates	10,000	-	-	-		-
4806-6908-0002	08/09 DOC Recycling	-	18,441	-	-		-
4806-6911-0000	Civic Center Park - Various Revenue	-	16,831	1,000	-		1,000
4806-6913-0000	DOC-Non-competitive-Playgrnd CCP	-	16,762	-	-		-
4806-6919-0001	EDI - 05 - Pool	620,000	-	-	-		-
4806-6917-0000	EDI - 06 Civic Center Park	-	579,615	181,609	-		181,609
4806-9610-2520	Transfer - Quimby	-	-	-	-		-
Special Purpose Grants							
4801-6906-0000	DOT - Safe routes to school	430,200	-	358,600	358,600	100.0%	-
4803-6908-0000	06/07 DOC Recycling	8,047	4,917	-	-		-
4805-6909-0000	2004 WalMart Christmas	-	22	-	-		-
4813-6908-0001	DOC - Recycling	142	-	-	-		-
4810-6909-5000	California Beverage container Grant	-	8,700	18,568	18,568	100.0%	-
4810-6921-5000	Happy MRF Day	350	-	-	-		-
4811-6907-0002	07/08 Waste Tire Amnesty	8,589	-	-	-		-
4816-6907-0003	09/10 Waste Tire Amnesty	-	-	4,682	23,511	502.2%	-
4815-6916-0000	DOT Yucca Loma Grant	996,238	699,511	453,347	1,096,266	241.8%	600,000
4817-6922-2500	Healthy Cities Sponsorship	-	18,966	-	-		-
4818-6936-0000	Wells Fargo Home Mortgage	-	4,500	4,500	-	0.0%	-
4819-6835-0000	Bicycle Grant	-	-	386,365	386,365	100.0%	-
4819-6999-2021	Transfer in from 2021	-	-	42,930	42,930	100.0%	-
Total Revenues		2,092,396	1,368,265	16,476,094	1,950,733	11.8%	782,609
Code	Expenditure Classification	Actual Expense 2009-10	Actual Expense 2010-11	Amended Budget 2011-12	Estimated Expense 2011-12	% of Budget Expended	Adopted Budget 2012-13
4213-7259-0000	County Marketing Grant	2,096	-	12,069	12,069	100.0%	-
4214-7259-0000	County Website Grant	5,000	-	12,424	12,424	100.0%	-
4350-9300-0000	Energy Efficiency & Conserv BI Grt	38,278	9,368	-	-		-
4350-9610-xxxx	Transfers for EECBG	-	(47,646)	-	-		-
4801-9565-0000	Symeron Road Sidewalk	(54,771)	-	-	-		-
4801-9589-0000	Yucca Loma Elementary School	-	-	358,600	358,600	100.0%	-
DOC Recycling							
4803-8940-0000	Contract Services	5,605	4,814	-	-		-
Waste Tire Amnesty							
4816-8940-0000	Contract Service	5,218	4,006	4,682	23,511	502.2%	-
Civic Center Park							
4806-9300-0000	Capital Projects	498,802	246,018	182,609	-	0.0%	182,609

Code	Expenditure Classification	Actual Expense 2009-10	Actual Expense 2010-11	Amended Budget 2011-12	Estimated Expense 2011-12	% of Budget Expended	Adopted Budget 2012-13
Special Purpose Grants							
4805-7259-0000	WalMart Christmas	-	22	-	-		-
4810-7705-0000	California Beverage Container Grant	-	8,700	18,568	18,568	100.0%	-
4810-7715-0000	Happy MRF Day	350	-	-	-		-
4810-8940-0000	Contract Services	1,875	-	-	-		-
4814-8940-0000	Civic Center Urban Forest	(690)	-	-	-		-
4815-9588-0000	DOT Yucca Loma Bridge	981,717	694,556	15,453,347	453,347	2.9%	600,000
4817-7751-0000	Healthy Communities	-	18,969	-	-		-
4818-7561-0000	Wells Fargo Foundation	-	4,500	4,500	-	0.0%	-
4819-9271-0000	Bear Valley Bike Path, Phase I	-	-	429,295	429,295	100.0%	-
Total Expenditures		1,483,480	943,307	16,476,094	1,307,814	7.9%	782,609
ENDING FUND BALANCE		(1,067,877)	(642,918)	(642,919)	-	-	-

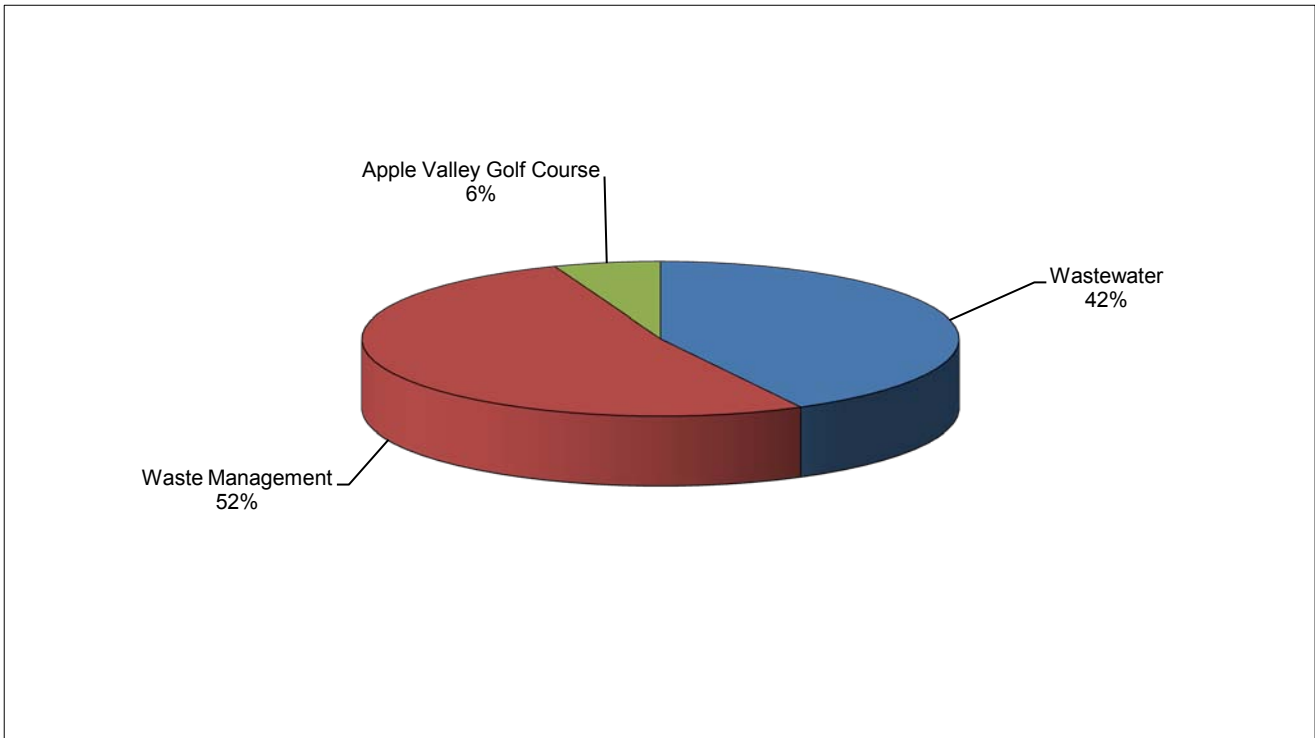
2012/13 Enterprise Funds Revenue

Wastewater	\$4,293,500
Waste Management	10,921,500
Apple Valley Golf Course	861,600
Total - Enterprise Funds	<u><u>\$16,076,600</u></u>



2012/13 Enterprise Funds Expenditures

Wastewater	\$8,629,976
Waste Management	10,624,554
Apple Valley Golf Course	1,178,400
Total - Enterprise Funds	<u><u>\$20,432,930</u></u>



WASTEWATER ENTERPRISE FUND

TOTAL BUDGET – \$ 8,629,976

This program operates the Town's Sewer collection and transmission systems, and performs feasibility studies and design engineering necessary to determine how an area may best receive sewer service. As in past years, the Sewer Replacement Fund has been budgeted to provide necessary improvements to the existing system. The budget also includes capital purchases of \$55,000 for system equipment, and \$3,023,570 for capital improvement projects to the system.



WASTEWATER FUND 5010-4210

Code	Revenue Classification	Actual Revenue 2009-10	Actual Revenue 2010-11	Amended Budget 2011-12	Estimated Revenue 2011-12	% of Budget Received	Adopted Budget 2012-13
BEGINNING FUND BALANCE		34,699,754	33,960,440	31,811,518	31,811,518		30,914,874
4255	Interest	50,465	92,757	100,000	10,000	10%	10,000
6124	Feasibility Studies	-	-	3,000	-	0%	-
6146	Assessment/Lot Splits	-	1,854	1,000	-	0%	-
6510	Administrative Fees	2,038	37,822	30,000	30,000	100%	30,000
6520	Buy In Fee	62,016	72,852	60,000	12,000	20%	12,000
6530	Inspection Fees	2,334	687	2,000	732	37%	1,000
6540	Local Sewer Connection Fees	119,532	123,595	160,000	38,957	24%	40,000
6600	Sanitary Sewer Collection System	-	-	25,000	-	0%	-
6630	Sewer Replacement Revenue	214,101	232,216	190,000	278,484	147%	200,000
6650	Sewer Use Fees	3,277,168	3,497,745	3,800,000	4,200,504	111%	4,000,000
6670	Storm Drainage Facilities	5,094	407	500	6,064	1213%	500
6690	Water Use Fees (Sales)	9,535	-	22,000	-	0%	-
Total Revenues		3,742,283	4,059,935	4,393,500	4,576,741	104.2%	4,293,500

Code	Expenditure Classification	Actual Expense 2009-10	Actual Expense 2010-11	Amended Budget 2011-12	Estimated Expense 2011-12	% of Budget Expended	Adopted Budget 2012-13
Personnel Services							
7010	Salaries & Wages - Permanent	321,559	349,071	346,027	346,027	100%	358,462
7030	Salaries & Wages - Overtime	16,601	16,426	15,000	15,000	100%	15,000
7110	Cafeteria Benefits	61,776	77,117	77,224	77,224	100%	76,635
7120	Deferred Comp	1,185	1,215	1,241	1,241	100%	1,400
7140	Health/Other Benefits-Retirees	10,000	-	-	-		-
7150	Medicare	4,995	5,159	4,995	4,995	100%	5,198
7160	PERS	63,833	73,758	85,237	85,237	100%	75,664
Total Personnel		479,949	522,746	529,724	529,724	100%	532,359

Operations & Maintenance							
7180	Uniforms	2,503	3,219	3,500	2,800	80%	3,000
7223	Disposal	2,483	1,879	2,100	1,800	86%	-
7229	Education & Training	2,680	865	875	875	100%	919
7241	Meetings & Conferences	3,086	336	500	500	100%	525
7247	Memberships & Dues	2,690	1,971	1,400	1,400	100%	1,470
7253	Mileage	817	114	150	10	7%	150
7259	Miscellaneous	-	261	1,500	1,500	100%	1,500
7265	Office Supplies	79	160	1,500	200	13%	1,000
7277	Printing	817	181	750	200	27%	500
7289	Subscriptions	-	-	50	-		50
7295	0109 Utilities phones internet cell	62,914	61,596	70,000	60,000	86%	5,000
7295	0847 Utilities Electricity usage	-	-	-	-		58,000
7295	0848 Utilities Natural gas usage	-	-	-	-		1,500
7295	0849 Utilities Water usage	-	-	-	-		2,500
7310	Assessment District Costs	3,028	3,028	-	-		-
7350	Public Information	-	-	500	-		-
7360	Safety & Security	81	505	500	500	100%	500
7655	Building Maintenance	1,272	928	1,000	1,500	150%	4,550
7942	System Maintenance	59,692	68,175	70,000	70,000	100%	80,000
7949	Sewage Treatment	1,355,454	1,345,594	1,500,000	1,400,000	93%	1,500,000
7970	Small Tools	1,999	593	1,000	1,000	100%	1,000
8908	ACS	35,718	38,460	40,000	40,000	100%	35,000
8916	Audit	-	-	2,000	-		-
8940	Contracted Services	36,717	48,750	50,000	50,000	100%	200,000
8964	Engineering Contractor	1,551	7,786	8,000	8,000	100%	8,000
8972	Legal - BB&K	-	227,970	-	150	150%	-
9013	Communications Equip	287	478	500	500	100%	500
9026	Equipment Maintenance	948	528	1,000	1,000	100%	700
9052	Gasoline, Diesel & oil	24,485	31,315	32,000	28,000	88%	30,000
9065	Leased Equipment	1,121	593	700	700	100%	600
9078	Safety Equipment	1,305	1,557	2,000	2,000	100%	1,500
9091	Vehicle Maintenance	4,656	11,004	15,000	10,000	67%	12,000

Code	Expenditure Classification	Actual Expense 2009-10	Actual Expense 2010-11	Amended Budget 2011-12	Estimated Expense 2011-12	% of Budget Expended	Adopted Budget 2012-13
9610	Transfer - 4770	9,980	-	-	-		-
9610	Transfer - 4910	-	15,882	-	-		-
9610	Transfer - 5510	(557,210)	-	-	-		-
9610	Transfer - 5710	-	467,281	-	-		-
9999	Transfer out - General Fund	1,506,313	1,900,304	1,664,026	1,664,026	100%	1,668,583
	Total Operations & Maint	2,565,466	4,241,313	3,470,551	3,346,661		3,619,047
	Capital Expenditures						
9750	Depreciation	1,422,262	1,415,131	1,400,000	1,400,000	100%	1,400,000
9820	Bond Issue Costs	3,446	3,446	-	-		-
9120	Capital Outlay	4,196	-	7,000	7,000	100%	55,000
9300	Capital Projects	1,333	-	190,000	190,000	100%	3,023,570
9375	Gain/Loss on Disposal of FA	-	18,367	-	-		-
9530	Programmable Logic Controls	-	4,228	-	-		-
9552	Sewer Replacement Fund	1,546	-	-	-		-
9860	Interest Expense	3,399	3,626	-	-		-
	Total Capital Expenditures	1,436,182	1,444,798	1,597,000	1,597,000	100%	4,478,570
	Total Expenditures	4,481,597	6,208,857	5,597,275	5,473,385	98%	8,629,976
	ENDING FUND BALANCE	33,960,440	31,811,518	30,607,743	30,914,874		26,578,398
	Less Capital Assets	5,049,296	5,049,296	5,049,296	5,049,296		5,049,296
	TOTAL FUND BALANCE	28,911,144	26,762,222	25,558,447	25,865,578	-	21,529,102

Personnel Schedule	Actual 2009-10	Actual 2010-11	Actual 2011-12	Adopted 2012-13
Public Works Manager	0.50	0.50	0.50	0.50
Public Works Supervisor	0.50	0.50	0.50	0.50
Public Services Technician	1.00	1.00	1.00	1.00
Senior Maintenance Worker	0.00	0.00	1.00	1.00
Maintenance Worker II	2.00	2.00	1.00	1.00
Maintenance Worker I	2.00	2.00	3.00	3.00
Total FTE's:	6.00	6.00	7.00	7.00

WASTE MANAGEMENT FUND

TOTAL BUDGET – \$10,624,554

With the Solid Waste Disposal agreement with the County, the Council has directed funds be set aside to offset future increase in landfill rates with the balance subsidizing special programs including the Household Hazardous Waste program and CRT Collection Program. Continuing with the direction of Town Council to obtain voluntary involvement from the business community in recycling efforts, staff will be implementing a comprehensive educational program for commercial recycling. Beginning in fiscal year 2007-08, the Public Services Department began offering free “waste audits” to businesses to see if they are missing opportunities to recycle and save money. Staff will contact individual businesses and the Chamber of Commerce to make this service available to the business community.



WASTE MANAGEMENT FUND 5510-7510/4460							
Code	Revenue Classification	Actual Revenue 2009-10	Actual Revenue 2010-11	Amended Budget 2011-12	Estimated Revenue 2011-12	% of Budget Received	Adopted Budget 2012-13
BEGINNING FUND BALANCE		3,632,643	3,760,770	3,843,633	3,843,633		3,466,459
4165	Misc Penalties, Fines	60,751	35,128	25,000	25,000	100.0%	25,000
4179	Recycling Revenue	20,696	29,773	28,000	28,000	100.0%	30,000
4181	Refunds, Reimb, Rebates	2,209	2,389	1,500	1,500	100.0%	1,500
4255	Interest Earnings	42,850	37,152	35,000	35,000	100.0%	35,000
6510	Administration Fees	1,187,096	1,284,096	1,200,000	1,200,000	100.0%	1,400,000
6710	Landfill Fees	2,940,384	2,938,907	3,100,000	3,100,000	100.0%	3,400,000
6720	MRF Operations	233,481	445,799	100,000	100,000	100.0%	100,000
6730	Waste Disposal Agmt Article 19	67,292	61,625	70,000	70,000	100.0%	60,000
6750	State Recycling Fees	1,274,370	1,196,718	1,200,000	1,200,000	100.0%	1,350,000
6770	Trash Collection Fees	3,913,097	3,877,402	4,100,000	4,100,000	100.0%	4,500,000
6780	Trash Liens	(22,201)	22,190	-	(22,190)		-
6924-7	Oil Payment Program - State	13,526	25,066	20,000	20,000	100.0%	20,000
Total Revenues		9,733,551	9,956,245	9,879,500	9,857,310	99.8%	10,921,500
Code	Expenditure Classification	Actual Expense 2009-10	Actual Expense 2010-11	Amended Budget 2011-12	Estimated Expense 2011-12	% of Budget Expended	Adopted Budget 2012-13

Personnel Services

7010	Salaries	1,113	37,188	9,162	9,162	100.0%	39,302
7020	Salaries - Part Time	6,879	8,137	-	-		-
7030	Overtime	4,165	2,737	-	-		-
7110	Cafeteria Benefits	-	8,500	-	-		8,980
7130	FICA	426	504	568	568	100.0%	-
7150	Medicare	180	737	133	133	100.0%	570
7160	PERS	221	8,121	-	-		8,296
Total Personnel		12,984	65,924	9,863	9,863		57,148

Operations & Maintenance

7205	Advertising	-	-	600	600	100.0%	750
7223	Disposal Service	534	-	-	-		-
7229	Education & Training	481	2,330	1,000	1,000	100.0%	1,050
7241	Meetings & Conferences	2,325	707	1,000	1,000	100.0%	1,050
7247	Membership & Dues	200	-	200	200	100.0%	210
7253	Mileage	629	627	750	750	100.0%	1,000
7259	Miscellaneous	-	-	500	500	100.0%	500
7265	Office Supplies	8	25	-	-		-
7277	Printing	321	-	-	-		500
7350	Public Information	1,983	-	500	500	100.0%	500
8908	ACS Computer Services	117,599	98,208	110,000	110,000	100.0%	125,000
8924	AVCO Disposal	5,223,432	5,245,893	5,600,000	5,600,000	100.0%	5,900,000
8940	Contract Services	42,695	11,562	20,000	20,000	100.0%	10,000
8952	County Solid Waste	1,507,654	1,611,264	1,775,000	1,775,000	100.0%	1,500,000
8970	Household Hazardous Waste	78,708	79,337	90,000	90,000	100.0%	150,000
8980	Organic Recycling	100	15,064	10,000	10,000	100.0%	13,000
8984	Solid Waste JPA	48,974	36,353	50,000	50,000	100.0%	50,000
8998	Used Oil Facility	172	-	-	-		-
Total Operations & Maint		7,025,815	7,101,370	7,659,550	7,659,550	100.0%	7,753,560

Household Hazardous Waste - Used Oil/ 5510-4460

7010	Salaries Regular	-	-	-	-		-
7020	Salaries Part-Time	-	-	-	-		12,253
7030	Overtime	-	-	-	-		1,500
7130	FICA	-	-	-	-		-
7150	Medicare	-	-	-	-		178
7160	PERS	-	-	-	-		299
7223	Disposal Services	-	-	-	-		-
7241	Meetings and Conferences	-	-	-	-		1,200

Code	Expenditure Classification	Actual Expense 2009-10	Actual Expense 2010-11	Amended Budget 2011-12	Estimated Expense 2011-12	% of Budget Expended	Adopted Budget 2012-13
7253	Mileage Exp/Allowance	-	-	-	-		1,000
8970	Household Hazardous Waste	-	-	-	-		3,000
	Total HHW - Used Oil	-	-	-	-	0.0%	19,430
Debt Service							
9309	Change in Investment in Joint Venture	67,561	67,561	-	-		-
9820	Bond Issuance Costs	10,180	10,180	-	-		-
9840	Debt Service - MRF	175,695	197,395	336,945	336,945	100.0%	310,000
9860	Interest Expense	147,125	137,535	147,125	147,125	100.0%	120,000
	Total Debt Service	400,561	412,671	484,070	484,070	100.0%	430,000
Transfers							
9610	Transfer - 1001	480,350	470,510	480,000	480,000	100.0%	780,000
9610	Transfer - 4910	(4,992)	15,882	-	-		-
9610	Transfer - 5010	557,210	-	-	-		-
9999	Transfer out - General Fund	1,133,496	1,807,025	1,601,001	1,601,001	100.0%	1,584,416
	Total Transfers	2,166,064	2,293,417	2,081,001	2,081,001	100.0%	2,364,416
	Total Expenditures	9,605,424	9,873,382	10,234,484	10,234,484	100.0%	10,624,554
	ENDING FUND BALANCE	3,760,770	3,843,633	3,488,649	3,466,459		3,763,405

<u>Personnel Schedule</u>	<u>Actual 2009-10</u>	<u>Actual 2010-11</u>	<u>Actual 2011-12</u>	<u>Adopted 2012-13</u>
HHW Operator (P/T)	0.00	1.50	1.50	3.00
Customer Service Representative	0.00	1.00	1.00	1.00
Total FTE's:	0.00	2.50	2.50	4.00

GOLF COURSE ENTERPRISE FUND

TOTAL BUDGET - \$1,178,400

GOLF COURSE ENTERPRISE FUND 5710							
Code	Revenue Classification	Actual Revenue 2009-10	Actual Revenue 2010-11	Amended Budget 2011-12	Estimated Revenue 2011-12	% of Budget Received	Adopted Budget 2012-13
	BEGINNING FUND BALANCE	(741,331)	(2,645,422)	(3,292,387)	(3,292,387)		(1,151,247)
4181	Refunds, Reimb & Rebates	-	-	155,000	100,000	64.5%	-
4255	Interest	-	-	(12,000)	(7,000)	58.3%	-
6420	Green Fees	534,972	603,142	666,000	571,000	85.7%	821,100
6450	Pro Shop Merchandise Sales	33,404	12,913	-	-		-
6480	Golf Course Events	-	-	13,000	7,000	53.8%	10,000
6690	Water Use Fees (Sales)	69,440	-	-	-		-
6470	Food & Beverage Sales	427,671	171,034	6,500	5,000	76.9%	6,500
6490	Other Golf Course Revenue	123,168	76,971	44,500	74,000	166.3%	24,000
6490	Gain on Purchase of Fixed Asset	-	-	2,900,000	2,900,000	100.0%	-
	Total Revenues	1,188,655	864,060	3,773,000	3,557,000	94.3%	861,600
	Cost of Goods Sold						
7722-7334	Pro Shop - Merchandise Resale	24,850	11,316	-	-		-
7710-7323	Food & Beverage - Resale	167,900	56,375	-	-		-
	Total Cost of Goods Sold	192,750	67,691	-	-		-
	Gross Profit	995,905	796,369	3,773,000	3,557,000	94.3%	861,600
7716-7010	Salaries & Wages - Permanent	-	-	4,018	4,018	100.0%	-
7716-7110	Cafeteria Benefits	-	-	712	712	100.0%	-
7716-7150	Medicare	-	-	58	58	100.0%	-
7716-7160	PERS	-	-	990	990	100.0%	-
	Sub-Total Personnel	-	-	5,778	5,778	100.0%	-
	Operations & Maintenance						
0000-7751	General & Administrative	41,135	11,580	20,330	20,330	100.0%	172,400
0000-7205	Advertising - Marketing	6,500	-	54,600	54,600	100.0%	54,000
0000-7235	Insurance	35,247	30,469	31,678	31,678	100.0%	2,300
0000-7295	Utilities	363,754	502,887	361,350	361,350	100.0%	122,400
0000-7332	Management Fee	-	-	83,494	83,494	100.0%	72,000
0000-8940	Outside Golf Services	682,641	407,519	531,630	531,630	100.0%	78,400
0000-9065	Leases	94,577	100,672	52,000	52,000	100.0%	72,000
7714-7751	Golf Course Maintenance	632,665	517,480	174,000	174,000	100.0%	418,100
7716-7751	Clubhouse	25,125	32,211	101,000	101,000	100.0%	111,100
7722-7751	Pro Shop	12,819	28,300	-	-		75,700
7724-7751	Other Services & Supplies	107,318	17,451	-	-		-
	Total Operating Expenses	2,001,781	1,648,569	1,415,860	1,415,860	100.0%	1,178,400
	Net Income/(Loss)	(1,005,876)	(852,200)	2,357,140	2,141,140	90.8%	(316,800)
	Non Golf Operational Expenses						
0000-9840	Debt Service	40,669	37,265	-	-		-
0000-9860	Interest Expense	169,877	156,070	-	-		-
0000-8972-0402	Legal	654,853	44,889	-	-		-
0000-9610-5010	Legal transfers to 5010	-	(467,281)	-	-		-
0000-7377	Property Taxes	32,816	23,822	-	-		-
	Total Other Expenses	898,215	(205,235)	-	-		-
	Net Annual Income (Loss)	(1,904,091)	(646,965)	2,357,140	2,141,140	90.8%	(316,800)
	ENDING FUND BALANCE	(2,645,422)	(3,292,387)	(935,247)	(1,151,247)	-	(1,468,047)

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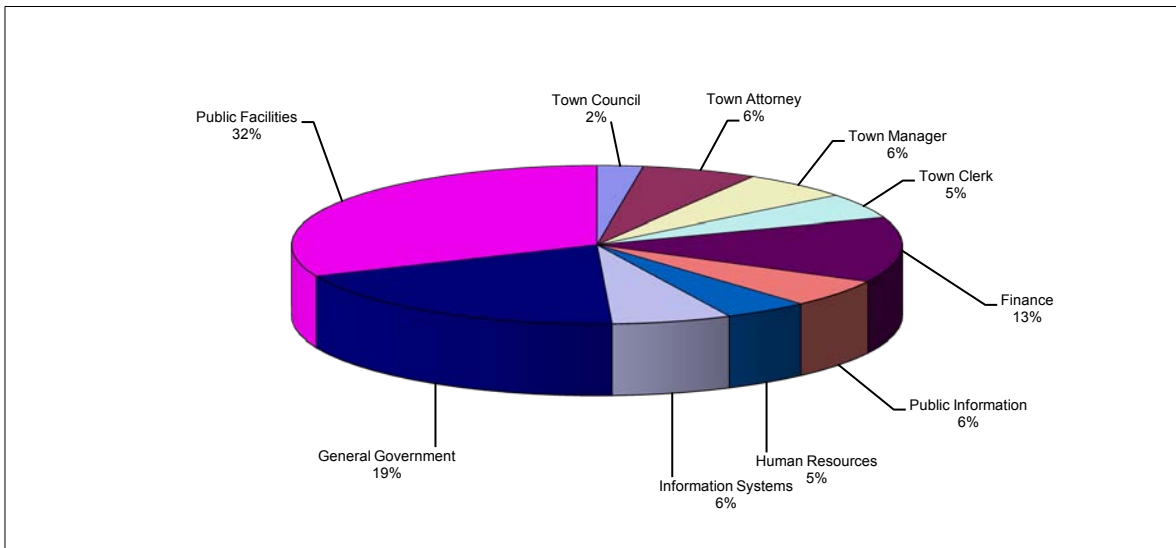


Town of Apple Valley

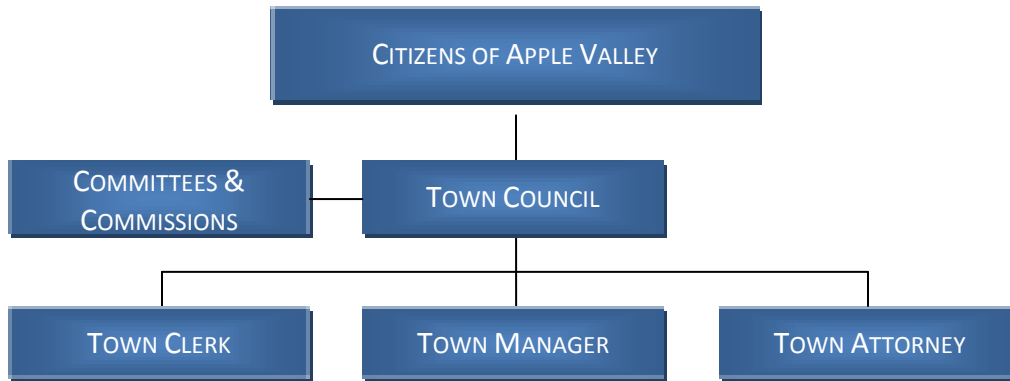
2012/13 General Government Appropriations

Town Council	\$184,715
Town Attorney	464,000
Town Manager	438,696
Town Clerk	388,565
Finance	1,007,851
Public Information	431,199
Human Resources	340,900
Information Systems	480,034
General Government	1,464,712
Public Facilities	2,390,910

Total-General Government	<u><u>\$7,591,582</u></u>
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TOWN COUNCIL



PROGRAM DESCRIPTION



The Town Council is the legislative body of the organization and is comprised of five members elected at-large to four year overlapping terms of office. The Council Members also serve as the Town’s Successor Agency for the Former Redevelopment Agency and the Apple Valley Community Resources Foundation Board. The Town Council formulates policy guidelines to ensure the provision of high quality municipal services for the residents and businesses in Apple Valley. The Town Council appoints a Town Manager charged with the implementation of adopted policies, as well as a Town Attorney that reviews Council actions and policies for legal considerations. The Town Council also appoints a variety of commissions and committees.

2011-12 HIGHLIGHTS

- Closed escrow on the Apple Valley Golf Course
- Final approval obtained on the 246,000 square foot Wal-Mart Super Center Project
- Obtained Yucca Loma Bridge right-of-way approvals; construction anticipated to commence late 2012
- Successfully dissolved the Town’s Redevelopment Agency per State mandate and established the Town as Successor Agency to the former Redevelopment Agency
- Adopted the County of San Bernardino’s “Countywide Vision” – a community blueprint for the future.

- Participated in the League of California Cities’ Annual Conference and quarterly Policy Committee meetings
- Presented the Mayor’s State of the Town address
- Established November 5th as “Roy Rogers Day” in honor of the icon’s 100th birthday
- Participated on various regional boards/joint powers authorities/committees and commissions
- Through policy leadership, Apple Valley is continuing to promote transparency in government, practice fiscal responsibility, provide vital services, and increase citizen satisfaction.

2012-13 GOALS AND OBJECTIVES

The Town Council's Goals continue to be those adopted as Vision 2020 (Feb. 2009)

- | | |
|---|---|
| <ol style="list-style-type: none"> 1. A strong transportation system 2. A thriving economy 3. A safe community 4. Adequate and well-maintained infrastructure 5. Ample parkland and diverse recreational opportunities | <ol style="list-style-type: none"> 6. Highest quality staff 7. A sense of community and civic pride 8. The High Desert's premier destination 9. Respect for environment, economy and equality 10. Higher education opportunities |
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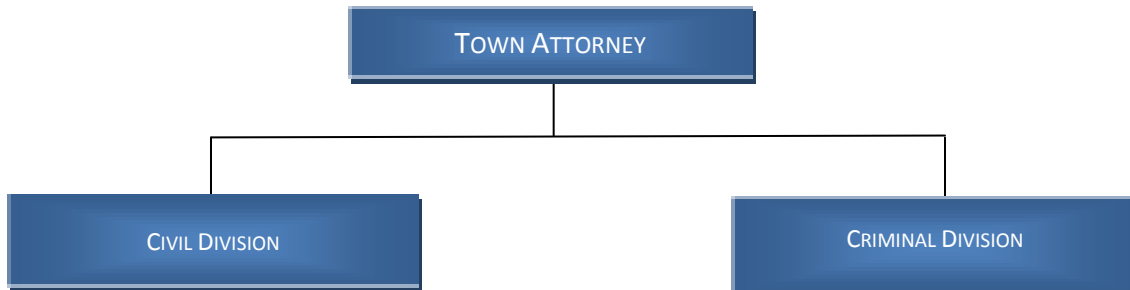
Department Performance Measures – Town Council		
	Est. FY 11-12	Goal FY 12-13
% of residents rating Town services as good or excellent	81%	85%
Legislative letters sent	35	40



COUNCIL 1001-1010							
Code	Expenditure Classification	Actual Expense 2009-10	Actual Expense 2010-11	Amended Budget 2011-12	Estimated Expense 2011-12	% of Budget Expended	Adopted Budget 2012-13
Personnel Services							
7020	Salaries & Wages, Part-time	48,660	49,409	48,660	48,660	100.0%	48,660
7110	Cafeteria Benefits	14,958	37,037	45,845	45,845	100.0%	45,857
7150	Medicare	718	721	706	706	100.0%	836
7160	PERS	9,810	12,671	11,987	11,987	100.0%	10,271
Total Personnel		74,146	99,838	107,198	107,198	100.0%	105,625
Operations & Maintenance							
7241	Meetings & Conferences	27,303	32,811	12,500	12,500	100.0%	13,125
7247	Membership & dues	210	160	300	300	100.0%	315
7253	Mileage Exp/Allowance	360	2,421	1,000	1,000	100.0%	9,000
7265	Office Supplies	405	514	500	500	100.0%	350
7277	Printing	1,840	3,472	2,000	2,000	100.0%	3,000
7289	Subscriptions	375	316	300	300	100.0%	300
7295	Utilities: Phones	222	2,532	-	-		3,000
7330	Hardware/Software Supplies/Exp	-	4,502	-	-		-
8940	Contracted Services	110,441	108,550	50,000	50,000	100.0%	50,000
Total Operations & Maint.		141,156	155,278	66,600	66,600	100.0%	79,090
Sub-Total		215,302	255,116	173,798	173,798	100.0%	184,715
9610	Transfer to Other Funds	(75,355)	(114,801)	-	-	0.0%	-
Department Total		139,947	140,315	173,798	173,798	100.0%	184,715

Personnel Schedule	Actual 2009-10	Actual 2010-11	Actual 2011-12	Adopted 2012-13
Mayor & Town Council	2.50	2.50	2.50	2.50
Total FTE's:	2.50	2.50	2.50	2.50

TOWN ATTORNEY



PROGRAM DESCRIPTION

The Town Attorney serves as the Chief Legal Officer of the Town and promotes the efficient delivery of high quality legal services to the Town Council, Town Management and individual departments – with an emphasis on preventative legal services. The Town Attorney’s Office strives to protect the Town’s assets by minimizing exposure to liability and aggressively defending the Town, its officers and employees. The Town Attorney’s Office also promotes the rule of law and public safety by prosecuting misdemeanors and violations of the Town’s Municipal Code. The Town Attorney’s Office is divided into the Criminal Division and the Civil Division which perform the core services listed below. The Town Attorney functional services are provided on a contracted basis with external law firms.

The **Criminal Division** prosecutes misdemeanors and violations of the Town’s Municipal Code. The Criminal Division works in conjunction with the Police department, County Prosecutor’s Office, San Bernardino County Superior Court, and other state and local agencies to develop programs to help reduce crime and better assist victims of crime.

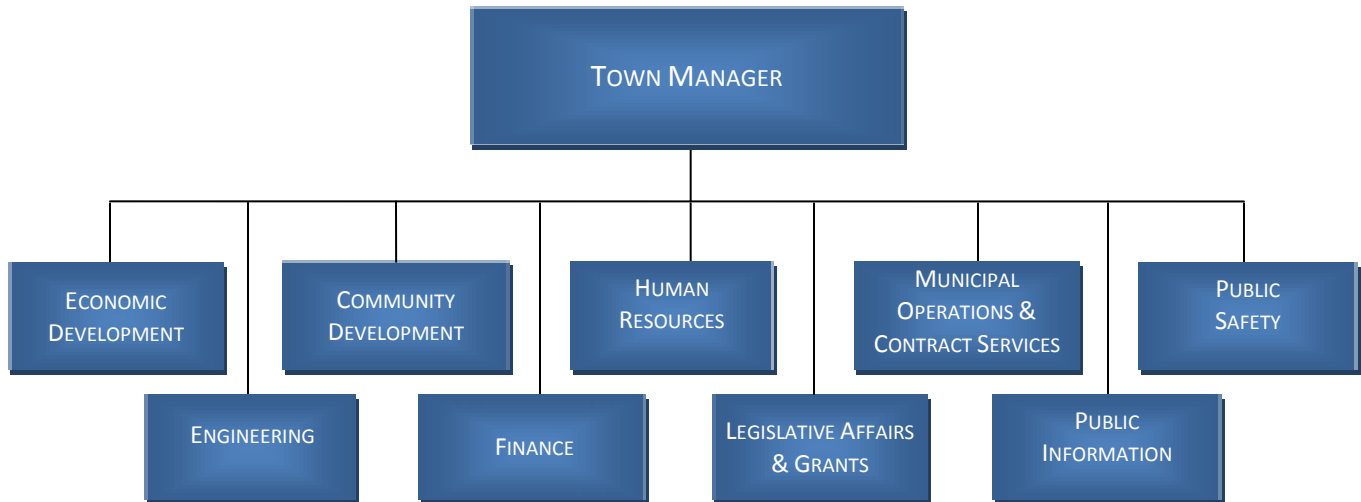
The **Civil Division** provides written and oral opinions to Town Council, the Town Manager, and the entire Town government on issues related to statutory compliance. The Civil Division serves as legal counsel to all of the Town’s boards and committees, including the Successor Agency to the former Town of Apple Valley Redevelopment Agency, the Oversight Committee and the Planning Commission. The Civil Division is responsible for performing all transactional work for the Town, including but not limited to, reviewing, drafting and negotiating contracts, inter-local agreements, real estate purchase agreements and leases, and ordinances and resolutions. When required, the Civil Division also defends the Town and all Town officials and employees in lawsuits and administrative claims brought against the Town and its various departments. The Civil Division emphasizes preventive legal services aimed at minimizing risk to the Town and avoiding litigation.



TOWN ATTORNEY 1001-1020

Code	Expenditure Classification	Actual Expense 2009-10	Actual Expense 2010-11	Amended Budget 2011-12	Estimated Expense 2011-12	% of Budget Expended	Adopted Budget 2012-13
8972	Legal Services - General	8,597	-	-	-		-
8972-0401	Singer & Coffin	300	-	-	-		-
8972-0402	Best, Best & Krieger	479,265	686,762	488,000	488,000	100.0%	464,000
Total Operations & Maintenance		488,162	686,762	488,000	488,000	100.0%	464,000
9610	Transfer to Other Funds	(286,756)	(206,028)	-	-		-
Department Total		201,406	480,734	488,000	488,000	100.0%	464,000

TOWN MANAGER



PROGRAM DESCRIPTION

The Town Manager serves as the Chief Executive Officer of the Town and the Director of Economic Development. The Town Manager's primary role is to promote the effective delivery of municipal services. The Town Manager maintains active communication with federal and state agencies, particularly in the area of economic development, transportation and water reclamation. The Town Manager ensures that Town Council policies and directions are implemented and provides executive level staff support for the Town Council in a variety of functions, including public administration, intergovernmental relations, public information, legislative advocacy, unique challenges/special projects, policy analysis and other items that are necessary to improve the functions of government. The Town Manager is responsible for the efficient and effective operation of all Town/Agency departments, programs and services. Specifically, the Town Manager's office is responsible for financial oversight, executive level leadership, public information, legislative advocacy, emergency preparedness, grants coordination and response to citizen concerns.

2011-12 HIGHLIGHTS

- Successfully dissolved the Town's Redevelopment Agency per State mandate, established a newly streamlined Economic and Community Development department and assumed the primary role of Director of Economic Development.
- Facilitated necessary staff and spending reductions in order to provide more efficient operations.

- Conducted Council Workshop to review and update priorities based upon Vision 2020 Strategic Plan.
- Implemented new internal communication measures as a result of Organizational Development Survey findings.
- Supervised completion of newly-designed 2011-12 budget document reflecting increased detail and agency transparency.
- Increased outreach and strengthened partnerships with member cities and towns within the League of California Cities Desert Mountain Division.

2012-13 GOALS AND OBJECTIVES

- Work to provide new opportunities for citizen input and involvement in Town government.
- Work to dramatically increase community event donations and sponsorships to decrease General Fund subsidies.
- Revise the Town’s legislative strategy to reflect Vision 2020 Plan priorities and the League of California Cities’ 2012 Strategic Goals.
- Continue to support agency transparency measures.

- Promote and implement cost-saving measures to further reduce operating expenses.
- Continue to pursue Federal and State grant funding sources for transportation projects, community development and municipal service programs.
- Develop a funding relationship with the Federal Economic Development Administration and pursue specific economic development grant opportunities.
- Continue to take an active role in the League of California Cities partnership for the promotion and preservation of local control.

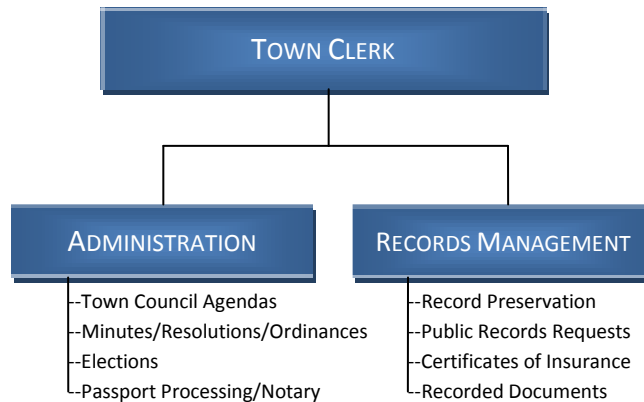
Department Performance Measures – Town Manager		
	Est. FY 11-12	Goal FY 12-13
% of residents rating Town services as good or excellent	81%	85%
Legislative bills monitored	50	60
Legislative letters sent	35	40



TOWN MANAGER 1001-1030							
Code	Expenditure Classification	Actual Expense 2009-10	Actual Expense 2010-11	Amended Budget 2011-12	Estimated Expense 2011-12	% of Budget Expended	Adopted Budget 2012-13
Personnel Services							
7010	Salaries & Wages	377,052	375,553	393,408	393,408	100%	314,787
7110	Cafeteria Benefits	32,710	33,791	34,246	34,246	100%	27,284
7120	Deferred Comp	16,543	15,390	14,147	14,147	100%	12,947
7150	Medicare	5,509	5,533	5,705	5,705	100%	4,678
7160	PERS	81,850	81,924	94,987	94,987	100%	63,382
Total Personnel		513,664	512,191	542,493	542,493	100%	423,078
Operations & Maintenance							
7229	Education & Training	723	199	250	250	100%	263
7241	Meetings & Conferences	20,949	17,720	5,000	5,000	100%	5,250
7247	Memberships & Dues	3,475	2,635	1,100	1,100	100%	1,155
7253	Mileage	8,481	8,373	8,500	8,500	100%	8,500
7259	Miscellaneous	6	-	-	-		-
7265	Office Supplies	84	763	500	500	100%	250
7277	Printing	26	0	100	100	100%	100
7289	Subscriptions		50	100	100	100%	100
8940	Contract Services	15,838	-	5,000	5,000	100%	-
9091	Vehicle Maintenance						
Total Operations & Maint.		49,582	29,740	20,550	20,550	100%	15,618
Sub-Total		563,246	541,931	563,043	563,043	100%	438,696
9610	Transfer to Other Funds	(225,299)	(325,248)	-	-		-
Department Total		337,947	216,683	563,043	563,043	100%	438,696

<u>Personnel Schedule</u>	<u>Actual 2009-10</u>	<u>Actual 2010-11</u>	<u>Actual 2011-12</u>	<u>Adopted 2012-13</u>
Town Manager	1.00	1.00	1.00	1.00
Executive Secretary	0.00	0.00	0.00	1.00
Executive Assistant	1.00	1.00	1.00	0.00
Administrative Analyst I	0.00	0.00	0.00	0.50
Legislative Affairs	1.00	1.00	1.00	0.00
Legislative Affairs (P/T)	0.00	0.00	0.00	0.50
Total FTE's:	3.00	3.00	3.00	3.00

TOWN CLERK



DEPARTMENT DESCRIPTION



Town of Apple Valley

The Town Clerk's Office is organized into four main functional areas that provide services to the Town Council, Town departments and citizens. These functional areas are: 1) prepares agendas for and attends publicly noticed meetings and maintains minutes of those meetings in compliance with the Ralph M. Brown Act; 2) coordinates and assists with consolidated municipal elections; 3) maintains Records Management for the Town preserving and protecting the Town's records while ensuring accessibility to vital information; and 4) provides customer service fulfilling records requests and providing passport and notarial services for the community.

DIVISION/MAJOR PROGRAM DESCRIPTION

Agenda Process

The Town Clerk's Office is responsible for preparing Agendas in accordance with the Ralph M. Brown Act. Agenda packets are prepared by the Department as well as an electronic version of the packet that is made available to the public via the Town of Apple Valley website. Minutes are generated from attendance at the meetings. Follow-up documentation from actions taken at these meetings is also recorded and disseminated from this office including all resolutions and ordinances.

Administrative Process

The Town Clerk's Office has coordinated an electronic campaign filing system of the Fair Political Practices Commission (FPPC) forms for the Council, various Commissions and staff. We also process all claims, subpoenas and other legal notices that are served to the Town of Apple Valley. Tracking of claims and contracts are also processed through the Town Clerk's Office. Passport and Notary Services are also provided to members of the public. The Town Clerk's Office has recently implemented extended passport hours to allow members of the community the ability to process their passport applications after normal business hours.

Board Administration

The Town Clerk's Office is responsible for the maintenance and administration of the Town's Boards, Committees and Commissions. This office maintains a list of all active members. In addition, copies of applications from interested individuals willing to serve on a committee are kept on file in our office for two (2) years.

Elections

The Town Clerk's Office coordinates with the San Bernardino County Registrar of Voters Office to conduct Municipal Consolidated Elections every two years or as needed. As the official filing officer, the Town Clerk's Office responsibilities include preparing candidate handbooks and CD's, creating various forms, assisting with the determination of polling locations, publication of required notices, processing candidate packets, payments and statements in accordance with all state and federal regulations. This year, the Town Clerk's Office will be administering the 2012 Presidential Election which also includes Council candidates.

Records Management

The Town Clerk is the custodian of all Town records. The Town Clerk's Office administers a Records Management Program with a record retention program and full retrieval capability of scanned and paper records. Scanned images are housed on a Town server and paper records are stored in the Town's Record Center. The Town Clerk's Office has identified all vital records which are stored separately in the new vital records room. The Records Management Division is also responsible for the destruction of documents in accordance with the Town of Apple Valley Records Retention Schedule.

2011-12 HIGHLIGHTS

- Conducted random tracking of the passport applications submitted to the Department of State.
- Initiated use of Jump To function for the Council meeting web stream.
- Increased the number of Request for Records processed through electronic methods.
- Relocated all vital records to the new Vital Records Room.
- Offered new extended hours for processing Passports.
- Imported all Town of Apple Valley claims into tracking software.
- Redesigned and simplified the Town of Apple Valley agenda format and process.

2012-13 GOALS AND OBJECTIVES

- Increase the number of processed Passports with extended program hours.
- Import sewer maps for the entire Town of Apple Valley into archival and tracking software.
- Continue importing all Town documents into tracking software.
- Organize, track and scan all Vital Records
- Purge scanned records that are destroyable, non-vital and non-permanent.
- Conduct 2012 Municipal Consolidated Election under the direction of the San Bernardino County Register of Voters Office.
- Ensure that 90% of citizen's Records Requests are responded to within 5 working days or by the requested deadline.

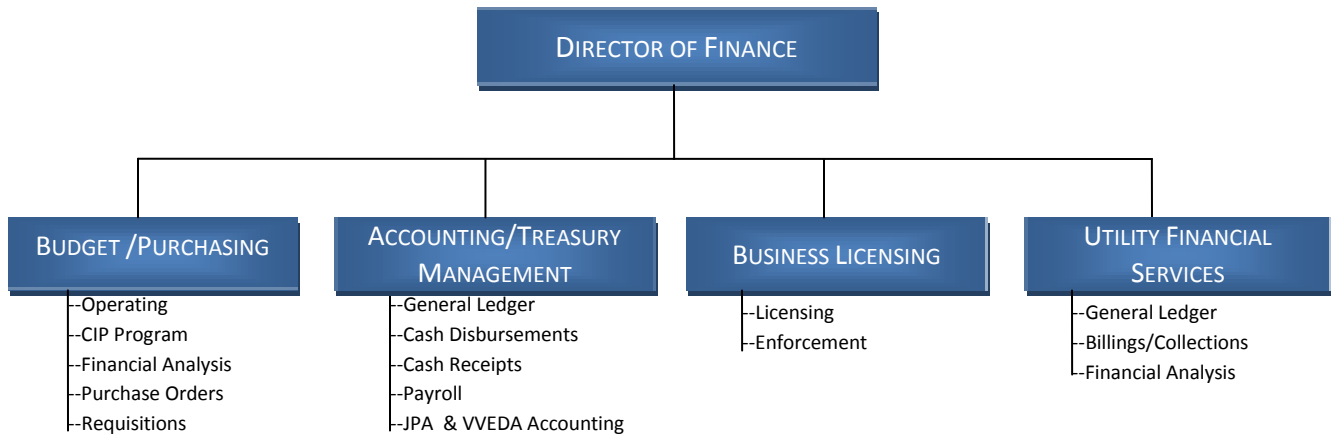
Department Performance Measures – Town Clerk		
	Actual FY 11-12	Goal FY 12-13
Town Clerk		
Paper records requests processed	410	310
Passports processed	450	550
Records Management		
Documents (pages) scanned	68,650	89,000
Files stored in tracking system	1,160	5,000



TOWN CLERK 1001-1060							
Code	Expenditure Classification	Actual Expense 2009-10	Actual Expense 2010-11	Amended Budget 2011-12	Estimated Expense 2011-12	% of Budget Expended	Adopted Budget 2012-13
Personnel Services							
7010	Salaries & Wages	282,385	328,642	243,163	243,163	100.0%	234,390
7110	Cafeteria Benefits	38,935	35,884	27,384	27,384	100.0%	27,372
7120	Deferred Compensation	9,295	9,943	8,481	8,481	100.0%	8,512
7150	Medicare	4,334	5,137	3,526	3,526	100.0%	3,480
7160	PERS	60,429	61,131	58,509	58,509	100.0%	49,475
Total Personnel		395,378	440,737	341,063	341,063	100.0%	323,230
Operations & Maintenance							
7205	Advertising	5,407	4,017	6,000	6,000	100.0%	6,000
7229	Education & Training	797	2,142	1,000	1,000	100.0%	1,050
7241	Meetings & Conferences	3,638	3,279	2,500	2,500	100.0%	2,625
7247	Memberships & Dues	745	429	1,200	1,200	100.0%	1,260
7253	Mileage	5,666	5,684	6,600	6,600	100.0%	6,600
7265	Office Supplies	297	5,999	3,000	3,000	100.0%	2,000
7277	Printing	702	123	800	800	100.0%	800
7315	Election	-	38,246	-	-		27,000
7330	Hardware/Software Supplies	-	184	-	-		-
8940	Contract Services	10,248	5,121	15,000	15,000	100.0%	15,000
9065	Leased Equipment	-	1,127	-	-		3,000
Total Operations & Maint.		27,500	66,351	36,100	36,100	100.0%	65,335
9120	Capital Outlay Additional Storage Shelves	7,063	30,000	-	-		-
Sub-Total		429,941	537,088	377,163	377,163	100.0%	388,565
9610	Transfer to Other Funds	(171,977)	(322,225)	-	-		
Department Total		257,964	214,863	377,163	377,163	100.0%	388,565

Personnel Schedule	Actual 2009-10	Actual 2010-11	Actual 2011-12	Adopted 2012-13
Town Clerk	1.00	1.00	1.00	1.00
Deputy Town Clerk	2.00	2.00	2.00	2.00
Records Technician	1.00	1.00	0.00	0.00
Total FTE's:	4.00	4.00	3.00	3.00

FINANCE DEPARTMENT



DEPARTMENT DESCRIPTION

The department's primary purpose is to act as the financial steward of publicly entrusted resources and to provide a wide variety of support functions generally encompassed by finance. The department provides support throughout the organization, and assists members of the public with accessing town services and information. These functions are critical to the Town's fiscal integrity and fiscal stability, as well as the Town's ability to consistently deliver the high quality of municipal services its residents have grown to expect.

The Finance Department is a General Government Support function. The Department is comprised of 10 full-time staff members – two management and 8 professional/clerical positions. The Department is responsible for all accounting functions, preparation and coordination of the Town's annual operating budget and capital improvement program, business licensing, revenue collections, treasury investing and debt management. Finance is also responsible for the preparation and issuance of financial reports and administers the disbursement of Town funds in accordance with adopted fiscal policies and internal control procedures.

Program activities for the department include: Financial planning and reporting, preparation and coordination of the annual budget, preparation and issuance of the Comprehensive Annual Financial Report (CAFR), coordination of other annual and special audits, processing the Town's employee payroll, filing monthly and annual reports with taxing authorities and regulatory agencies, coordinating employee benefit coverage and reporting with the Human Resources department, processing payments for insurance benefits and payroll taxes withheld, providing payroll statistics to various departments and agencies, processing the Town's accounts payable and issuing checks to vendors, filing annual reports required by regulatory agencies, reviewing and revising internal controls and adhering to established procedures.

DIVISION/MAJOR PROGRAM DESCRIPTION

Administration: provides overall management of the Finance Department's operations, facilitates Town-wide financial planning, coordinates the financing of Town projects, and provides Town management with current information concerning economic conditions and legislative impacts to Apple Valley.

Accounting-Recurring Expenditures: provides financial services including accounts payable and payroll processing. Included in this function are the bi-weekly processing of payroll, weekly processing of vendor payments, travel and expense reports, reconciliation of procurement card transactions, cash and investments, and reporting requirements to the IRS and is responsible for the preparation of the Comprehensive Annual Financial Report.

Accounting-General Ledger Maintenance: provides for the maintenance of the general ledger including account and subsidiary ledger reconciliations, accounts receivable, and fixed assets management. Additionally, reconciles and reports on grants, and CIP and non-CIP projects. Further responsibilities include maintaining the Town's financial systems, providing internal controls over all financial functions, and ensuring grant compliance.

Budget: prepares the Town's annual budget. The Budget Division coordinates the development and ongoing monitoring of the Town-wide operating and capital improvement budgets, provides financial analysis in a variety of areas including legislative impacts, provide financial reports for internal and external users and oversees debt management.

Business License: is responsible for licensing every type of business conducting business within the Town.

2011-12 PROGRAMMATIC CHANGES

The FY 12-13 proposed budget for the Finance Department is \$1,007,851, which reflects a 7 percent reduction from the previous year.

2011-12 HIGHLIGHTS

- Adopted budget balancing strategies to reduce/eliminate the structural budgetary imbalance in the General Fund. Continued to receive the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association.
- Received the Certificate of Achievement Award for Excellence in Financial Reporting from the Government Finance Officer's Association for the ninth time for Fiscal Year 2011.
- Adopted a policy statement on interfund transfers.
- Implemented new accounting standards, including GASB 54.
- Reformatted budget document to improve financial reporting practices and public disclosure of financial information.
- Reformatted mid-year budget report to improve financial disclosure of budget management practices.
- Adopted a General Fund reserve policy.
- Reconciled tax increment collections for the Town and all members of the JPA.
- Reconciled Assessment District revenue collections.
- Implemented "Check 21" check processing procedures to reduce check processing time and

improve investment earnings from cash float for the Town.

2012-13 GOALS AND OBJECTIVES

- Maintain the Town's fiscal health and provide adequate resources to fund Town services to the community.
- Perform financial responsibilities in accordance with statutory regulations and standards promulgated by professional regulatory agencies.
- Account for the Town's fiscal activities in an accurate and timely manner within generally accepted accounting principles (GAAP) and other legal requirements.
- Prepare the Town's financial statements internally.
- Prepare monthly budget status reports within ten days of month end.
- Assist the Town Manager in preparation of a balanced budget and maintain established operating reserves for contingencies.
- Safeguard the Town's assets and invest available cash within the Town's adopted investment policy.
- Provide financial services such as accounts payable, payroll, cash receipting, to departments.
- Efficiently provide purchasing services to take advantage of volume discounts and coordinate bidding procedures for all departments.

- Assist in implementing automated time sheet reporting.
- Revise purchasing ordinance and implement new purchasing procedures.

- Update user fees as part of a master resolution for Council adoption by the end of May each year.
- Continue to improve the formatting of the operating and capital improvement budget.

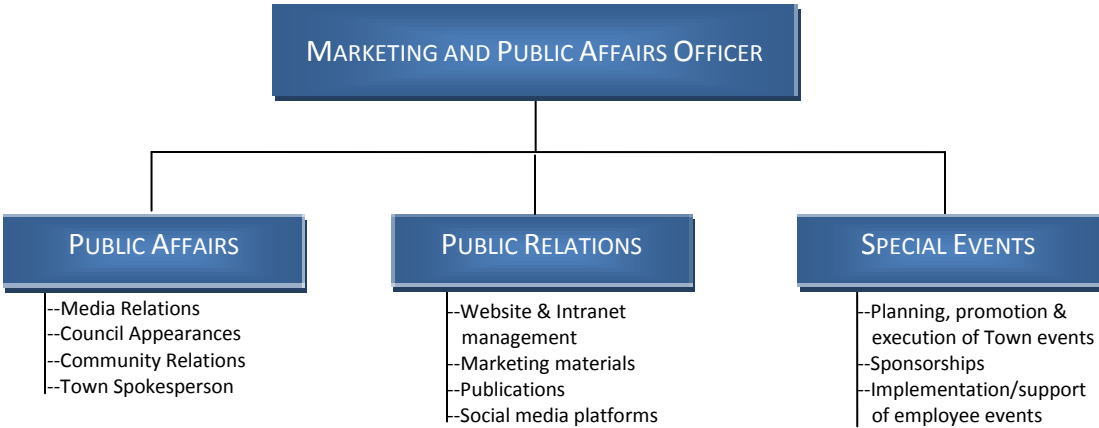
Department Performance Measures – Finance				
	Actual FY 10-11	Goal FY 11-12	Est. FY 11-12	Goal FY12-13
Number of Audit Adjustments (Auditor Recommended)	2	0	0	0
Years Received GFOA CAFR Award	9	10	10	11
Years Received GFOA Distinguished Budget Award	0	0	0	1
Accuracy Forecasting Expenditures – General Fund	90%	98%	95%	98%
Accuracy Forecasting Revenues – General Fund	88%	98%	95%	98%
Average days to process purchase order (informal bids)	15	5	6	5
City Budgeted Funds Monitored (Millions)	107.7	105.6	105.6	92.6
Number of budget adjustments processed	43	42	35	40
Accounts Payable Checks Issued	7,591	5,740	6,400	6,500
Number of payroll checks issued	4,657	4,100	4,470	4,160
Number of purchase orders issued	134	110	70	120
Number of contracts monitored	99	169	80	80
Number of business licenses processed	1,051	2,509	2,600	2,700
Number of accounts receivable invoices processed	42	73	80	80
Number of Utility invoices processed	149,176	121,061	147,438	149,000
Property Liens Processed	2,831	2,900	2,900	2,900
Property Liens Released	623	410	324	400
Refunds Issued	1,727	980	1,200	1,500



FINANCE 1001-1050							
Code	Expenditure Classification	Actual Expense 2009-10	Actual Expense 2010-11	Amended Budget 2011-12	Estimated Expense 2011-12	% of Budget Expended	Adopted Budget 2012-13
Personnel Services							
7010	Salaries & Wages	783,286	673,554	685,488	685,488	100.0%	645,256
7030	Salaries & Wages - Overtime	5,607	1,748	5,000	5,000	100.0%	5,000
7110	Cafeteria Benefits	97,077	90,749	94,952	94,952	100.0%	84,357
7120	Deferred Comp	12,910	10,010	12,602	12,602	100.0%	12,813
7130	FICA	7,340	3,585	-	-		-
7150	Medicare	11,819	10,201	9,940	9,940	100.0%	9,438
7160	PERS	138,187	132,313	167,467	167,467	100.0%	131,952
Total Personnel		1,056,226	922,160	975,449	975,449	100.0%	888,816
Operations & Maintenance							
7229	Education & Training	4,684	9,128	2,500	2,500	100.0%	2,625
7241	Meetings & Conferences	6,720	4,748	2,000	2,000	100.0%	2,100
7247	Memberships & Dues	1,325	1,834	2,200	2,200	100.0%	2,310
7253	Mileage	6,247	6,967	6,000	6,000	100.0%	6,000
7259	Miscellaneous	152	5,552	500	500	100.0%	-
7265	Office Supplies	3,677	4,303	4,000	4,000	100.0%	5,000
7277	Printing	1,184	7,371	1,000	1,000	100.0%	1,000
7289	Subscriptions	207	-	-	-		-
7330	Hardware/Software Supplies	-	9,303	500	500	100.0%	2,000
7370	Special Dept Supplies	877	-	-	-		1,000
8916	Audit	35,000	40,650	40,000	40,000	100.0%	45,000
8940	Contract Services	84,015	61,515	50,000	50,000	100.0%	52,000
9026	Equipment Maintenance	-	770	-	-		-
9610	Transfer - 5040	(1,968)	-	-	-		-
9610	Transfer - 5050	(1,968)	-	-	-		-
Total Operations & Maint.		140,152	152,141	108,700	108,700	100.0%	119,035
9120	Capital Outlay - Accounting Software	6,117	-	-	-		-
Sub-Total		1,202,495	1,074,301	1,084,149	1,084,149	100.0%	1,007,851
9610	Transfer to Other Funds	(901,871)	(966,873)	-	-		-
Department Total		300,624	107,428	1,084,149	1,084,149	100.0%	1,007,851

	Actual 2009-10	Actual 2010-11	Actual 2011-12	Adopted 2012-13
Personnel Schedule				
Assistant Town Manager: Admin & Finanr	1.00	0.00	0.00	0.00
Director of Finance	0.00	1.00	1.00	1.00
Assistant Director of Finance	1.00	0.00	1.00	1.00
Accountant II	1.00	1.00	1.00	1.00
Accounting Technician	2.00	2.00	2.00	2.00
Account Clerk II	2.00	2.00	2.00	2.00
Account Clerk I	1.00	0.00	0.00	0.00
Administrative Secretary	1.00	1.00	0.00	0.00
Office Assistant	0.00	1.00	1.00	1.00
Customer Service Representative	1.00	1.00	1.00	1.00
Total FTE's:	10.00	9.00	9.00	9.00

PUBLIC INFORMATION



DEPARTMENT DESCRIPTION

Oversee external and internal communication programs; manage media relations (inquiries; news releases; public service announcements); produce internal and external newsletters; develop and implement communication plans for Town services, programs and issues; act as liaison to the community; serve as the Public Information Officer during emergencies; provide graphic arts, photography, desktop publishing and design standards support for all departments; prepare speeches and presentations; oversee content management of public website and employee intranet; develop, implement and manage social media outlets; implement special projects including Adopt-A-Street/Trail, Military Banner Honors and volunteer recognition programs. The Marketing and Public Affairs Officer serves as staff liaison to the Historical Advisory Committee and supports the Town's marketing efforts relative to Economic Development. The Department also includes the Event Coordinator (funded partially through Parks & Recreation) who organizes an annual calendar of special events.

2012-13 PROGRAMMATIC CHANGES

Funding for department staff has been reallocated between Public Information and Parks and Recreation, resulting in an increase in the salary budget for PIO. The Event Coordinator now shows as 67% recreation/33% PIO. The Public Relations Specialist is 6% Recreation and the Marketing and Public Affairs Officer is at 5% allocated to Recreation.

The Sunset Concert Series is being cut back from 10 nights to seven. More focus will continue to be placed on social media and other free outlets for marketing and outreach for all events and programs.

2011-12 HIGHLIGHTS

- Produced four issues of the award-winning Our Town newsletter.
- Expanded sponsorship development efforts, resulting in a 125% increase over last year as of Mar. 15, 2012.

- Began roll-out of new Town logo.
- Conducted grand opening tournament for Apple Valley Golf Course, raising \$6,000 for Healthy Apple Valley.
- Special Events staff presented 27 public events and presented or assisted with 10 employee events.

- Expanded the Sunset Concert Series to 10 nights and successfully partnered with Apple Valley Commons to offer nine more concerts in May and September, for a total of 19 concerts for the year.
- Grew our social media outreach by approximately 40%, added a separate Facebook page for Recreation, and launched a “Pinterest” page.
- Released 14 videos on YouTube, with combined views of more than 2,000.
- Provided assistance to various departments in marketing and communication plans for town programs and services, including many press releases, flyers, ads and other means of outreach.
- Negotiated \$65,000 in savings for special events, through in-kind sponsorships with our vendors.
- Managed 101 volunteer groups which have adopted 99.97 miles of roads.

- Implement bi-monthly interdepartmental training for staff involved in marketing efforts in their departments.
- Support Economic Development marketing efforts through implementation of a website portal for businesses.
- Post on average two new YouTube videos per month, as a means of promoting Town programs and services.
- Increase sponsorship of Town events and programs, with a goal of 60% cost recovery for special events.
- Implement consistent methods to solicit feedback from attendees of special events.
- Plan for the Town’s Silver Anniversary in 2013.
- Continue implementation of new Town logo, including development of usage standards and templates.
- Expand opportunities for citizen engagement through online collaboration tools.

2012-13 GOALS AND OBJECTIVES

Department Performance Measures – Public Information			
	Goal FY 11-12	Actual FY 11-12	Goal FY 12 - 13
Public Information			
Percentage of news releases resulting in story	90%	100%	100%
News releases issued	N/A	52	N/A
Social media “followers” (across all platforms)	N/A	4000	6000
Print ads placed	N/A	86	N/A
Events			
Total attendance	32,000	30,000	30,000
Sponsorships	N/A	\$9,000	\$50,000

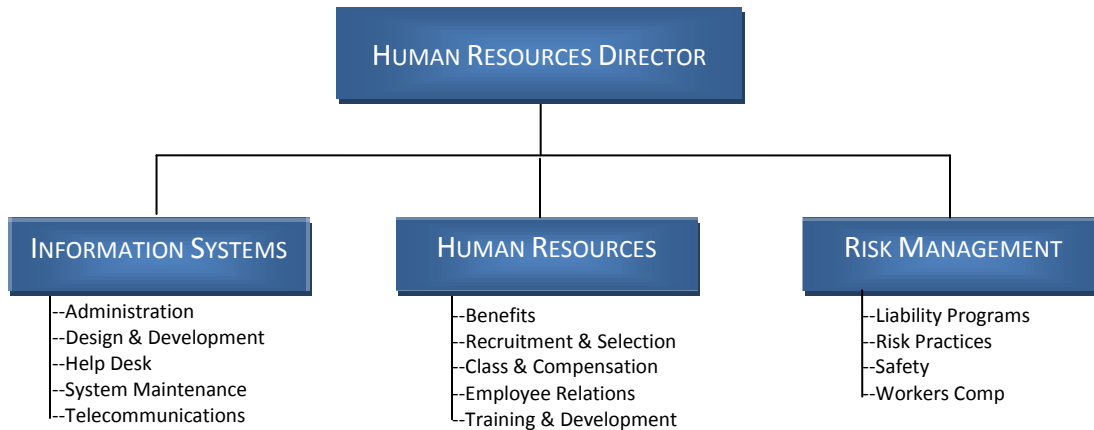


PUBLIC INFORMATION 1001-1070

Code	Expenditure Classification	Actual Expense 2009-10	Actual Expense 2010-11	Amended Budget 2011-12	Estimate Expense 2011-12	% of Budget Expended	Adopted Budget 2012-13
Personnel Services							
7010	Salaries & Wages	135,643	142,620	198,008	198,008	100.0%	226,454
7030	Salaries, over-time	1,823	1,038	1,000	1,000	100.0%	-
7110	Cafeteria Benefits	15,639	16,539	27,667	27,667	100.0%	33,122
7120	Deferred Comp	4,784	4,823	3,860	3,860	100.0%	2,985
7150	Medicare	2,178	2,264	2,871	2,871	100.0%	3,284
7160	PERS	29,269	30,504	48,775	48,775	100.0%	47,800
Total Personnel		189,336	197,788	282,181	282,181	100.0%	313,644
Operations & Maintenance							
7205	Advertising	9,151	11,419	12,000	12,000	100.0%	12,000
7211	Council & Commissions	682	-	1,500	1,500	100.0%	2,000
7229	Education & Training	1,412	2,136	600	600	100.0%	630
7241	Meetings & Conferences	4,381	4,239	2,000	2,000	100.0%	2,100
7247	Memberships & Dues	2,032	1,865	2,500	2,500	100.0%	2,625
7253	Mileage	5,095	5,210	5,600	5,600	100.0%	5,200
7265	Office Supplies	1,129	1,712	1,200	1,200	100.0%	1,200
7271	Postage	24,550	18,000	20,000	20,000	100.0%	20,000
7277	Printed Materials -	36,450	26,489	30,000	30,000	100.0%	30,000
7289	Subscriptions	326	475	250	250	100.0%	250
7327	Grand Openings/Ground Breaking	-	1,712	2,000	2,000	100.0%	2,000
7330	Hardware/Software Supplies	11,185	471	5,000	5,000	100.0%	3,500
7370	Special Dept. Supplies	12,729	4,200	8,000	8,000	100.0%	7,500
7860	Community Enhancement	7,197	-	-	-	-	-
7865	Community Support	6,849	6,288	6,000	6,000	100.0%	6,000
7977	Adopt a Street/Trail	1,982	1,030	1,500	1,500	100.0%	2,000
8940	Contract Services	10,760	33,700	20,000	20,000	100.0%	7,300
9052	Gas, Diesel, Oil	154	78	500	500	100.0%	250
9091	Vehicle Maintenance	1,203	64	2,000	2,000	100.0%	2,000
Total Operations & Maint.		137,267	119,088	120,650	120,650	100.0%	106,555
Special Events							
7810	Community Clean-up	-	1,090	6,000	6,000	100.0%	6,000
7830	Tree Lighting	-	2,868	3,000	3,000	100.0%	5,000
Total Special Events		-	3,958	9,000	9,000	100.0%	11,000
Sub-Total		326,603	320,834	411,831	411,831	100.0%	431,199
9610	Transfer to Other Funds	(114,311)	(160,418)	-	-	-	-
Department Total		212,292	160,416	411,831	411,831	100.0%	431,199

<u>Personnel Schedule</u>	<u>Actual 2009-10</u>	<u>Actual 2010-11</u>	<u>Actual 2011-12</u>	<u>Adopted 2012-13</u>
Public Information Officer	1.00	0.900	0.900	0.94
Public Relations Specialist	1.00	0.825	0.825	0.92
Event Coordinator	0.00	0.000	0.000	0.33
Administrative Secretary	0.00	0.000	1.000	1.00
Total FTE's:	2.00	1.725	2.725	3.19

HUMAN RESOURCES



DEPARTMENT DESCRIPTION

The Human Resources Department, recognizing that our employees are our most valuable asset, seeks to provide the highest quality customer service to Town staff in the areas of Recruitment and Selection, Classification and Compensation, Benefits Administration, Employee Relations, Employee Training and Development, Workers Compensation, Safety, Liability Programs, Risk Management, and the Information Systems Department. The Human Resources Department is authorized for four full time staff positions to handle all of the Human Resources and Risk Management duties. The Human Resources Department strives to treat every employee equally with the respect and dignity that they deserve. For the upcoming year, Human Resources staff will be focusing on providing in-house HR training for supervisors and managers as well as developing an employee health and wellness program. Due to the current economic conditions, the Human Resources Department is recommending cancelling the 2013 annual total compensation study as required by Municipal Code Section 2.60.70. Cancelling the survey will result in a twenty-five thousand dollar (\$25,000) savings from the General Fund.

2011-12 HIGHLIGHTS

- Updated the Personnel Policy and Procedure Manual and received approval from Town Council.
- Worked with our Benefits Broker to negotiate a cost savings for Town employees by moving to Anthem to provide HMO and PPO medical plans for Town staff.
- Created an Employee Wellness Intranet page to provide monthly information relating to a healthier lifestyle and overall wellness for employees.
- Updated the contract between CalPERS and the Town which added a new 2% @ 55 retirement formula for new employees hired after October 23, 2011.

- Developed quarterly reporting for employees participating in the Davey Administration Section 125 plans.

2012-13 GOALS AND OBJECTIVES:

- Develop a training program for Supervisor and Managers on areas of HR including the fundamentals of employee discipline.
- Continue to evaluate the processes within the Human Resources Department and look for ways to improve processes and maximize efficiency of department staff.
- Develop a low cost worksite wellness program for Town staff.

Department Performance Measures – Human Resources			
	Actual FY 10-11	Actual FY 11-12	Goal FY 12-13
Employee issues resolved prior to appeal	4	3	3
Grievances/appeals filed	1	1	1
Recruitments	13	14	13
Retirements	1	10	1
Training hours per employee (average)	7.5	9	10
Workplace injury claims filed	6	18	10

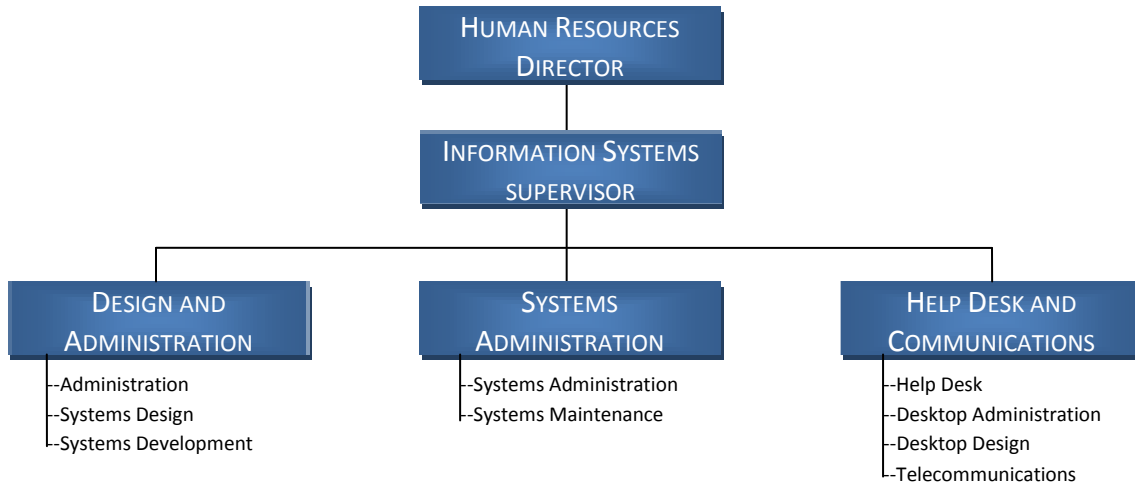


HUMAN RESOURCES 1001-1080

Code	Expenditure Classification	Actual Expense 2009-10	Actual Expense 2010-11	Amended Budget 2011-12	Estimated Expense 2011-12	% of Budget Expended	Adopted Budget 2012/13
Personnel Services							
7010	Salaries & Wages	321,263	305,849	313,524	313,524	100.0%	220,135
7020	Wages - Seasonal	-	-	-	-		18,420
7030	Overtime	16	17	-	-		-
7110	Cafeteria Benefits	30,725	32,592	32,939	32,939	100.0%	27,324
7120	Deferred Comp	9,545	10,637	9,997	9,997	100.0%	7,459
7140-1	Health/Other Benefits/Retirees	5,000	-	-	-		-
7150	Medicare	5,479	4,498	4,465	4,465	100.0%	3,541
7160	PERS	62,844	65,897	75,841	75,841	100.0%	42,346
	Total Personnel	434,872	419,490	436,766	436,766	100.0%	319,225
Operations & Maintenance							
7205	Advertising	2,605	3,263	3,000	1,500	50.0%	1,750
7229	Education & Training	1,937	793	1,500	1,500	100.0%	1,575
7241	Meetings & Conferences	2,914	3,076	2,000	2,000	100.0%	2,100
7247	Memberships & Dues	979	760	1,000	1,000	100.0%	1,050
7253	Mileage	3,596	5,512	6,000	5,800	96.7%	5,800
7265	Office Supplies	1,671	1,971	2,000	750	37.5%	800
7277	Printing	333	13	500	250	50.0%	250
7289	Subscriptions	2,420	255	2,000	500	25.0%	500
7330	Hardware/Software Supplies	33,949	170	1,000	500	50.0%	500
7370	Special Dept Supplies	73	387	500	500	100.0%	500
8940	Contract Services	3,689	24,487	12,500	9,500	76.0%	6,100
8972	Legal Services	837	518	750	500	66.7%	750
	Total Operations & Maint.	55,003	41,205	32,750	24,300	74.2%	21,675
	Sub-Total	489,875	460,695	469,516	461,066	98.2%	340,900
9610	Transfer to Other Funds	(269,390)	(276,418)	-	-		-
	Department Total	220,485	184,277	469,516	461,066	98.2%	340,900

Personnel Schedule	Actual 2009-10	Actual 2010-11	Actual 2011-12	Adopted 2012-13
Director of Human Resources	1.00	1.00	1.00	1.00
Administrative Services Manager	1.00	0.00	0.00	0.00
Human Resources Manager	0.00	1.00	1.00	0.00
Human Resources Coordinator	1.00	0.00	0.00	0.00
Human Resources Analyst (Seasonal)	0.00	0.00	0.00	0.50
Human Resources Analyst	0.00	0.00	0.00	0.50
Human Resources Assistant	0.00	1.00	1.00	1.00
Senior Office Assistant	1.00	1.00	1.00	0.00
Total FTE's:	4.00	4.00	4.00	3.00

INFORMATION SYSTEMS



PROGRAM INFORMATION

The Information Systems Division works with all other departments throughout the Town to ensure that all of our technology needs are being met and used effectively to advance the organizational goals of the Town. As such, the IS Division is responsible for the design, development, maintenance and administration of all communications and computer systems. The Information Services Department is authorized for three full time staff positions. IS supports a Wide Area Network with 4 distinct locations, 9 Local Area Networks, 285 computers, 36 servers, 88 databases, and 6 operating systems.

2012-13 PROGRAMMATIC CHANGES

In support of the Town’s overall charge to reduce operational expenses during this economic downturn, Information Systems has reduced operational costs to minimums and will maintain this lateral state until financial conditions support responsible programmatic changes. Until then, IS will continue to provide complete operational support to all Town departments and for all the Town’s technological needs.

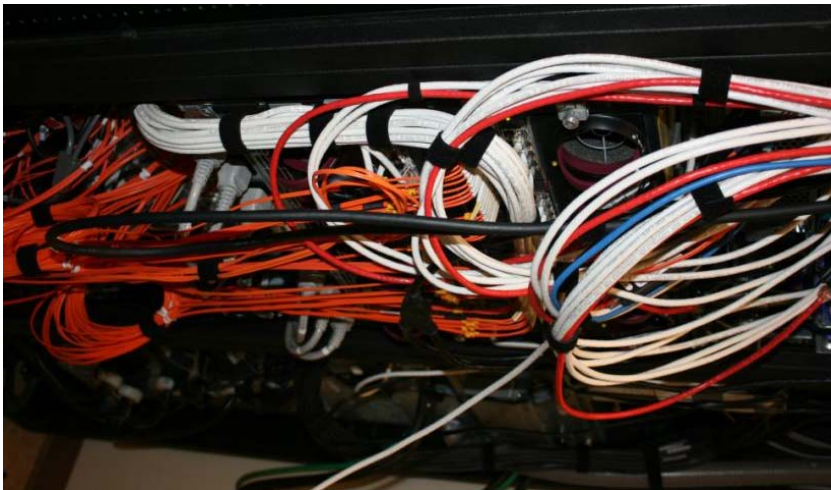
2011-12 HIGHLIGHTS

- Enhanced the Town’s desktop and server processing capabilities by adding processing resources to its burdened virtual infrastructure.
- Improved the Town’s disaster recovery stance, by extending its power run time in response to adverse power conditions from utility.
- Installed a Wi-Fi system in the Town of Apple Valley Conference Center to allow visitors wireless internet access throughout our facility.

2012-13 GOALS AND OBJECTIVES

- Develop an informative technology article for publication in the Apple Core to help empower Town staff with information to perform business in a more efficient manner.
- Upgrade the quality of the audio system in the Town Council Chamber to allow for clearer sound during the Town Council meetings.
- Continue providing complete operational support to Town departments for its technological needs.

Department Performance Measures – Information Systems		
	Actual FY 11-12	Goal FY 12-13
TOAV Sites Serviced	5	4
Data backed up nightly (gigabytes)	2.3	3.0
Printing/Copying devices	59	59
Networking equipment managed	22	22
Outgoing emails processed	169,000	200,000
Incoming emails processed	2,400,000	3,000,000
SPAM email blocked (incoming)	1,800,000	2,500,000
Help Desk Statistics		
• Service requests processed	1600	1400
• Average time per request	38	30
Computer systems managed	288	288
• File servers	43	43
• Workstations	219	222
• Laptops	26	26
User accounts managed	302	302



INFORMATION SYSTEMS 1001-1090

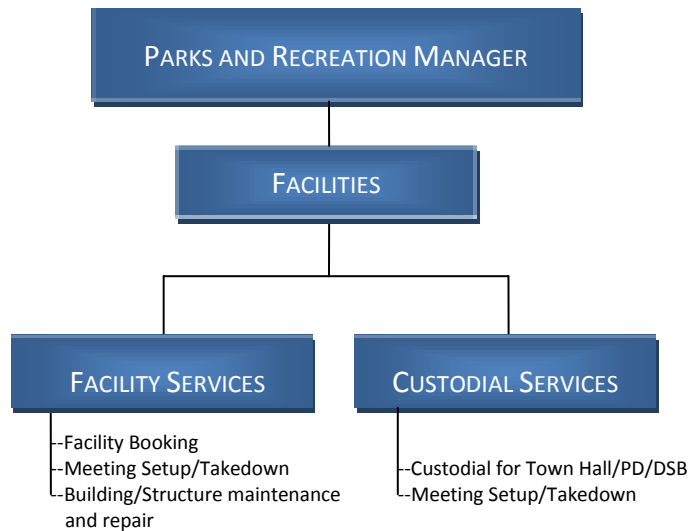
Code	Expenditure Classification	Actual Expense 2009-10	Actual Expense 2010-11	Amended Budget 2011-12	Estimated Expense 2011-12	% of Budget Expended	Adopted Budget 2012-13
Personnel Services							
7010	Salaries & Wages	201,176	198,432	191,900	191,900	100.0%	200,435
7030	Overtime	6,494	2,109	2,500	2,500	100.0%	2,500
7110	Cafeteria Benefits	32,834	33,161	33,415	33,415	100.0%	33,130
7120	Deferred Comp	1,592	1,624	1,612	1,612	100.0%	1,652
7150	Medicare	2,968	2,816	2,713	2,713	100.0%	2,907
7160	PERS	38,890	40,291	47,271	47,271	100.0%	42,346
Total Personnel		283,954	278,433	279,411	279,411	100.0%	282,970
Operations & Maintenance							
7180	Uniforms	-	62	750	600	80.0%	750
7229	Education & Training	-	-	250	-	0.0%	263
7241	Meetings and Conferences	42	-	-	630	0.0%	662
7253	Mileage	-	-	100	260	260.0%	250
7265	Office Supplies	-	254	500	720	144.0%	250
7289	Subscriptions	209	-	250	250	100.0%	250
7330	Hardware/Software Supplies/Exp	213,291	79,654	240,000	180,000	75.0%	19,640
8940	Contract Services	-	165,983	165,000	165,000	100.0%	175,000
Total Operations & Maint.		213,542	245,953	406,850	347,460	85.4%	197,065
Sub-Total		497,496	524,386	686,261	626,871	91.3%	480,034
9610	Transfer to Other Funds	(273,623)	(340,850)	-	-		-
Department Total		223,873	183,536	686,261	626,871	91.3%	480,034

Personnel Schedule	Actual 2009-10	Actual 2010-11	Actual 2011-12	Adopted 2012-13
Information System Supervisor	1.00	1.00	1.00	1.00
Information Systems Specialist	0.00	0.00	0.00	1.00
Information Systems Technician	2.00	2.00	2.00	1.00
Total FTE's:	3.00	3.00	3.00	3.00

GENERAL GOVERNMENT

GENERAL GOVERNMENT 1001-1200							
Code	Expenditure Classification	Actual Expense 2009-10	Actual Expense 2010-11	Amended Budget 2011-12	Estimated Expense 2011-12	% of Budget Expended	Adopted Budget 2012-13
Operations & Maintenance							
7140	Health Benefits - Retirees	19,037	20,126	19,000	50,000	263.2%	50,000
7205	Advertising	-	-	400	400	100.0%	400
7217	Credit Card Costs	36,805	41,822	25,000	47,000	188.0%	47,000
7229	Education & Training	1,154	-	1,500	-	0.0%	-
7235	Insurance	575,927	811,026	785,000	860,000	109.6%	738,300
7247	Memberships & Dues	42,862	42,314	55,000	40,000	72.7%	42,300
7259	Miscellaneous	7,915	10,197	3,000	7,500	250.0%	7,800
7265	Office Supplies	23,014	27,106	28,000	15,000	53.6%	15,000
7271	Postage	35,517	35,826	45,000	28,000	62.2%	30,000
7277	Printing	3,878	1,408	5,000	4,000	80.0%	4,000
7289	Subscriptions	-	-	500	100	20.0%	500
7310	Assessment district Costs	12,222	14,867	12,300	25,000	203.3%	25,000
7345	Prior Period Adjustment	182,000	94,703	-	-	-	-
7375	Staff Services	-	-	800	-	0.0%	-
8916	Audit	1,341	1,783	-	-	-	-
8940	Contract Services	54,804	48,794	50,000	20,000	40.0%	56,000
8972	Legal Services	4,152	1,093	5,000	5,000	100.0%	-
9065	Leased Equipment	347	5025	-	-	-	-
Total Operations & Maintenance		1,000,975	1,156,090	1,035,500	1,102,000	106.4%	1,016,300
Debt Service							
9840	Principle	12,327	13,022	13,694	13,694	100.0%	14,600
9860	Interest	5,812	5,117	4,445	4,445	100.0%	3,600
Total Debt Service		18,139	18,139	18,139	18,139	100.0%	18,200
Sub-Total		1,019,114	1,174,229	1,053,639	1,120,139	106.3%	1,034,500
9610	Operating Transfer	(662,340)	(880,671)	-	-	-	-
9999	Transfer Out - Parks & Rec. Fund 251	-	-	800,690	800,690	100.0%	430,212
Department Total		356,774	293,558	1,854,329	1,920,829	103.6%	1,464,712

PUBLIC FACILITIES



DEPARTMENT DESCRIPTION

The Division is responsible for the custodial duties at Town Hall, the Development Services Building, and the Police Department as well as maintenance and minor repair duties at all public buildings. The Division also handles the set up and operations of public meetings in Town facilities as well as all meeting and rental bookings in the Town Hall Conference Center.

2012-13 PROGRAMMATIC CHANGES

The Public Facilities Budget houses General Government expenses for building operations and maintenance. These costs include utilities, copier leases, building maintenance etc. With the new Town Hall Conference Center coming on line, a .5 FTE position is being brought on to coordinate the many meetings and rentals during the year. The realignment of the custodial staff over the last year enables development of a dedicated position without the increased allocation of additional funds. Having a dedicated person coordinating the set-up and uses of the Conference Center on a consistent basis will ensure that the Conference Center is used to its full potential and provides state of the art meeting space for the community.

2011-12 HIGHLIGHTS

- Implemented a track-it work request program for general maintenance requests.
- Developed protocol, rules and procedures to ensure that meetings and rentals that take place in the new conference center are enjoyable and professionally run.

2012-13 GOALS AND OBJECTIVES

- Slurry seal rear parking lot at Town Hall.
- Develop signage plan throughout the Town Hall complex.

Department Performance Measures – Public Facilities

	Actual FY 09-10	Actual 10-11	Projected FY 11-12	Goal FY 12-13
Conference Center uses	n/a	118	185	225
Square footage of public facilities	78,000	104,000	123,950	123,950



PUBLIC FACILITIES 1001-1400							
Code	Expenditure Classification	Actual Expense 2009-10	Actual Expense 2010-11	Amended Budget 2011-12	Estimated Expense 2011-12	% of Budget Expended	Adopted Budget 2012-13
Personnel Services							
7010	Salaries & Wages	195,212	221,098	219,322	195,000	88.9%	216,683
7020	Salaries Part-time	14,381	15,199	45,000	30,000	66.7%	42,255
7030	Overtime	1,284	3,391	1,500	1,300	86.7%	1,500
7110	Cafeteria Benefits	44,817	50,583	51,019	40,000	78.4%	50,682
7120	Deferred Comp	229	224	332	305	91.9%	452
7130	FICA	301	110	351	125	35.6%	-
7150	Medicare	3,062	3,556	3,561	3,200	89.9%	3,755
7160	PERS	43,946	50,481	59,101	51,500	87.1%	54,334
Total Personnel		303,232	344,642	380,186	321,430	84.5%	369,660
Operations & Maintenance							
7180	Uniform Expense	1,565	1,997	2,250	1,750	77.8%	2,000
7223	Disposal Services	10,547	17,543	18,000	18,200	101.1%	6,400
7259	Miscellaneous	18	1,172	500	300	60.0%	350
7265	Office Supplies	74	-	150	150	100.0%	150
7277	Printing	129	-	-	-	-	-
7295-0101	Utilities: Council Phones	2,469	-	1,800	-	-	-
7295-0109	Utilities: Phones, internet, etc.	100,441	93,406	232,000	75,000	32.3%	79,000
7295-0847	Utilities: Electricity Usage	90,065	131,240	-	93,000	-	102,000
7295-0848	Utilities: Natural Gas Usage	7,797	13,617	-	14,000	-	15,500
7295-0849	Utilities: Water Usage	8,959	11,179	-	11,000	-	14,000
7330	Hardware/Software Supplies/E	-	241	2,000	2,200	110.0%	2,000
7360	Safety/Security	4,082	3,336	4,200	5,500	131.0%	4,200
7375	Staff Services	9,081	7,820	10,000	9,000	90.0%	10,000
7383	Vandalism Repairs	-	21	-	-	-	-
7655	Building Maintenance	43,540	51,935	65,500	56,000	85.5%	65,500
7755	Grounds Maintenance	7,549	1,201	2,500	1,800	72.0%	2,000
7780	Irrigation Supplies	608	655	700	650	92.9%	700
7970	Small Tools	475	620	600	450	75.0%	500
8940	Contracted Services	1,579	1,004	1,400	1,400	100.0%	1,500
9013	Communications Equip	-	123	-	150	-	150
9026	Equipment Maintenance	600	1,315	2,000	1,200	60.0%	1,500
9039	Equipment Rental	-	942	900	950	105.6%	1,000
9052	Gasoline, Oil, Etc.	1,737	1,922	1,800	1,800	100.0%	2,000
9065	Leased Equipment	101,515	226,051	95,000	69,000	72.6%	76,000
9078	Safety Equipment	696	370	500	500	100.0%	500
9091	Vehicle Maintenance	1,384	1,325	1,200	750	62.5%	1,200
9370	DSB Water Damage 2010	-	250,349	-	-	-	-
Total Operations & Maint.		394,910	819,384	443,000	364,750	82.3%	388,150
Capital Expenditures							
9120	Capital Equipment	11,486	-	-	-	-	-
9300	Capital Projects	-	19,588	15,000	15,000	100.0%	18,000
Total Capital Expenditures		11,486	19,588	15,000	15,000	100.0%	18,000
Debt Service							
9999-4105	1999 COP	384,906	382,626	400,000	400,000	100.0%	405,000
9999-4106	2001 COP	268,577	230,446	283,500	283,500	100.0%	322,000
9999-4108	2007 COP	402,339	1,751,705	893,349	893,349	100.0%	888,100
9610-4910	Transfer 4910	-	15,882	-	-	-	-
9610-4730	Transfer 4730	1,435,753	-	-	-	-	-
Total Debt Service		2,491,575	2,380,659	1,576,849	1,576,849	3	1,615,100
Sub-Total		3,201,203	3,564,273	2,415,035	2,278,029	94.3%	2,390,910
9610	Transfer to Other Funds	(1,856,699)	(2,134,831)	-	-	-	-
Department Total		1,344,504	1,429,442	2,415,035	2,278,029	94.3%	2,390,910

PUBLIC FACILITIES 1001-1400

Code	Expenditure Classification	Actual Expense 2009-10	Actual Expense 2010-11	Amended Budget 2011-12	Estimated Expense 2011-12	% of Budget Expended	Adopted Budget 2012-13
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	Actual 2009-10	Actual 2010-11	Actual 2011-12	Adopted 2012-13
<u>Personnel Schedule</u>				
Parks & Recreation Manager	0.07	0.07	0.11	0.15
Administrative Secretary	0.03	0.03	0.04	0.04
Senior Maintenance Worker	0.39	0.39	0.48	0.50
Maintenance Worker II	0.38	0.38	0.38	0.32
Maintenance Worker I	0.36	0.35	0.62	0.32
Custodian	3.00	3.00	3.00	3.00
Parks Supervisor	0.07	0.07	0.04	0.00
Grounds Supervisor	0.00	0.00	0.00	0.03
Grounds Maintenance Worker	0.00	0.00	0.00	0.05
Grounds Maintenance Worker	0.00	0.00	0.00	0.29
Grounds Maintenance Worker	0.00	0.00	0.00	0.51
Grounds Services Aide	0.00	0.00	0.00	0.32
Custodian (P/T)	0.00	0.00	0.65	0.65
Maintenance Aide (P/T)	0.24	2.00	2.00	0.80
Total FTE's:	4.54	6.29	7.32	6.98

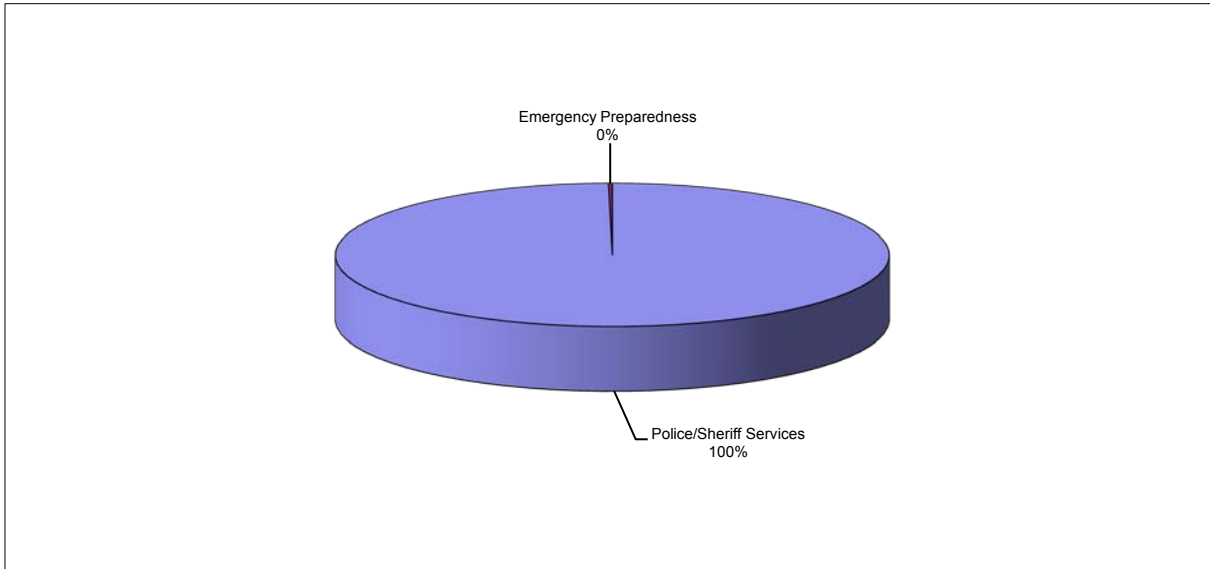
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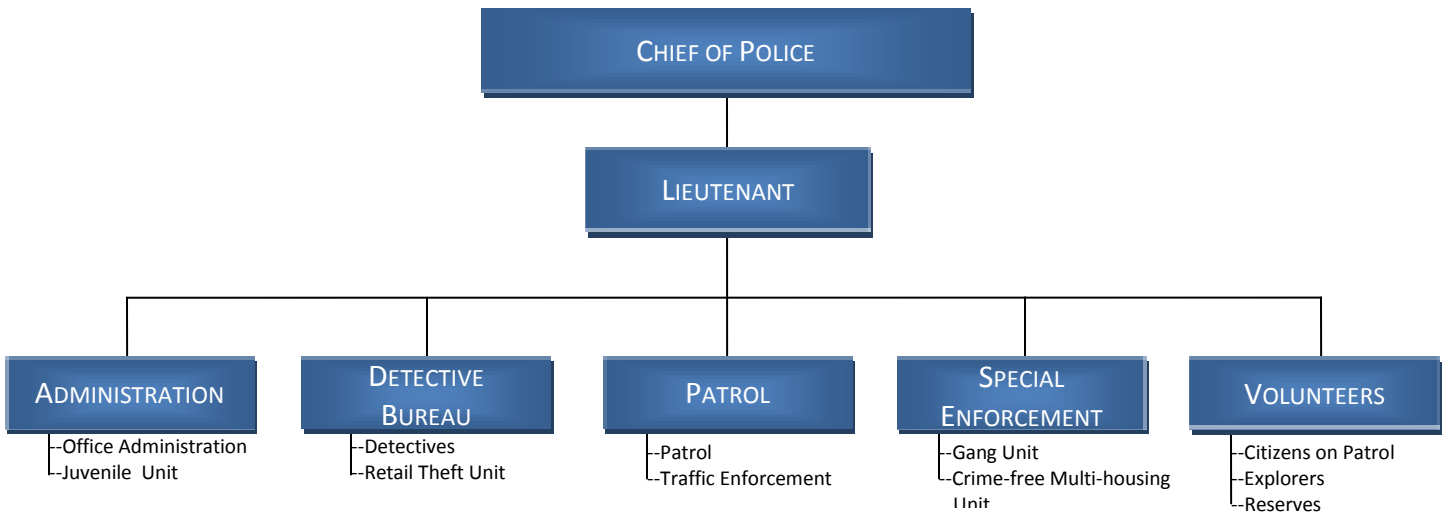
Town of Apple Valley

2012/13 Public Safety Expenditures

Police/Sheriff Services	\$11,160,976
Emergency Preparedness	25,275
Total-Public Safety	<u><u>\$11,186,251</u></u>



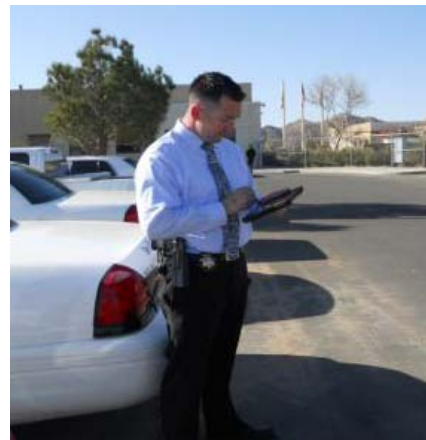
PUBLIC SAFETY



DEPARTMENT DESCRIPTION

The Town of Apple Valley contracts with the San Bernardino County Sheriff’s Department for all of its law enforcement services. At the local level, the Apple Valley Police Department provides around the clock patrol services, traffic enforcement, investigations, and a specialized enforcement unit focused on gangs, problem oriented policing solutions, major enforcement and crime prevention. The extensive support afforded through the sheriff’s specialized units equates to hasty response to major or critical incidents and guaranteed expertise related to particular criminal investigations or functions. Those specialized units include Homicide, Crimes Against Children, Bomb/Arson, Narcotics, SWAT, CSI, Crime Impact, Gang, Aviation, and High-Tech. Beyond the specialty areas, the sheriff’s department provides support services in experienced command staff, Human Resources, Communications, Technical Services, Grant Administration, Internal Affairs, Training, Criminal Records, Fleet Management, Public Affairs, and Volunteer Forces.

The Apple Valley Police Department provides such crime prevention and community based programs as Crime Free Multi-Housing, Crime Free Business, Neighborhood Watch, Department of Housing regulation compliance, and the Apple Valley Police Activities League (AVPAL). AVPAL operates a boxing gym and a youth center, providing the area youth a safe haven, tutoring, and activities after school. AVPAL offers a ten-week intervention program for at risk youth. The program, S.H.O.C.K. (Self-Discipline-Honor-Obedience-Character-Knowledge), is a paramilitary approach to providing juveniles with the social and decision making skills necessary to deal with the pressures they face. This program is taught alongside the “Parent Project” which gives parents the tools to meet the challenges of raising children. AVPAL’s operating budget is entirely funded by grants and donations.



Technological advances came in rapid succession during this fiscal year. All patrol units were outfitted with laptop computers, increasing data storage and capabilities, with voice recognition as a soon to come feature. With voice recognition, deputies will be able to initiate contacts and record locations instantaneously with ease and convenience, affording greater officer safety measures and efficiency. Our detectives were issued iPads for in-field operations. The devices have proven an excellent tool giving detectives the ability to access investigative leads and pertinent databases, author arrest and search warrants, and create photographic line-ups. The station is equipped with mobile identification devices, which are hand-held biometric equipment utilized to capture fingerprints of subjects in the field and electronically the data for analysis. This technology is used to compare, evaluate, and/or corroborate information obtained through investigation about a subject's true identity. The Apple Valley Police Department is currently utilizing Presynct, the latest in paperless management solutions. Once completely paperless, this automated report writing system should equate to substantial cost savings.

2011-12 HIGHLIGHTS

- Operated multiple sobriety and "Click It or Ticket" checkpoints supported by NHTSA grant funding.
- Supplemented the juvenile officer positions through SLESF-COPS grant funds.
- SJHS, CDBG, and JAG grant funds were dedicated to AVPAL.
- With credit off-sets for vacancies and/or long-term leaves, personnel costs were reduced by over \$100,000.
- Managed a calls-for-service reduction plan, utilizing the Problem Oriented Policing (POP) model, to identify those areas in the community which drain the public safety resources. Calls for service were reduced by 8%.
- Crime-Free multi Housing grew to 338 multi-housing units, 332 rental properties, and nine mobile home communities.
- Crime-Free Business is now being offered in the Town with three businesses already in the program and six businesses trained and awaiting inspection.
- Neighborhood Watch is currently in six neighborhoods with nine others in the start up phase.
- Deputies recovered property totaling almost \$433,000.
- Entered into a cooperative effort with the FBI to form a regional task force to address gang issues in the High Desert.
- Presynct, the paperless report writing system, was introduced and is in operation.
- Asset Forfeiture monies procured.
- Patrol vehicles were equipped with laptop computers to afford deputies the mobile factor, provide additional memory capacity, and ultimately a voice recognition function, which is yet to come.
- Detectives were issued iPads. These mobile devices facilitate many functions essential to field operations and investigations. Detectives produce search and arrest warrants and photo line-ups, and are able to conduct research leads in the field.
- Secured \$249,798 in grant funding through Cal EMA's 2011 California Gang Reduction, Intervention, and Prevention (CalGRIP) program.
- Provided community awareness seminars on a number of crime prevention techniques specific to current crime trends.
- In 2011, Citizens on Patrol (COP) volunteered 15,053 hours, which equates to \$308,586 in cost savings. COPs performed vacation checks, extra patrols, issued handicap parking citations, assisted at DUI checkpoints, crime sweeps, and provided traffic control at traffic accidents. COPs also recorded graffiti sites for abatement, did weekly mail and automotive runs, and assisted at numerous Town functions.
- Explorers volunteered 3,492 hours, a cost savings of \$30,555 in 2011. Those hours included training and ride along duties and assisting at Town and County charity and community outreach events.
- The reserve deputies volunteered 2,734 hours in 2011, serving warrants, augmenting patrol, and providing assistance at special events, a cost savings of \$110,399.
- Secured Homeland Security Grant Program funds.

2012-13 GOALS AND OBJECTIVES

- Continue providing professional public safety services to the Town of Apple Valley.
- Seek out and secure additional grant funding for AVPAL and other police services.
- Further reductions in overtime.
- Continue promoting police/community partnerships.
- Implement a Juvenile Gang Prevention Program through grant funding. The program will focus on gang suppression efforts and curfew enforcement,

education, job training, and community based programs for the area youth.

- Initiate a focused and cooperative response to issues at James Woody Park.
- Reduce calls for service to create proactive patrol time, utilizing the calls for service reduction plan.
- Reduce Part I crime stats.
- Provide crime prevention techniques and education to the community at large

Department Performance Measures – Police Department Station Activity				
	2010	2011	10-11	2012
Calls for Service	55,700	51,104	-8%	NA
Deputy Reports	8,472	8,561	1%	NA
Arrests (Adult Booking)	1,843	1,675	-9%	2% increase
Traffic Collisions	736	776	5%	NA
Traffic Citations Issued	6,019	4,813	-20%	NA
Residents per Deputy	1,946	1,883	3%	NA
Patrol Deputies	36	37	3%	37
Part I Crimes	2,511	2,574	3%	2% Reduction
Part II Crimes	6,071	6,038	-1%	2% Reduction
Total Crimes	8,582	8,612	0%	2% Reduction



PUBLIC SAFETY - SHERIFF 1001-2010							
Code	Expenditure Classificati	Actual Expense 2009-10	Actual Expense 2010-11	Amended Budget 2011-12	Estimated Expense 2011-12	% of Budget Expendec	Adopted Budget 2012-13
Operations & Maintenance							
7180	Uniform Expenses	4,500	3,000	4,500	4,500	100.0%	4,500
7223	Disposal Service	-	722	-	-		2,000
7241	Meetings & conferences	873	2,917	-	-		1,500
7247	Membership & Dues	3,004	504	-	-		-
7259	Miscellaneous	1,524	1,992	1,000	1,000	100.0%	-
7265	Office Supplies	9,803	12,846	6,000	6,000	100.0%	3,000
7271	Postage	4,936	3,000	4,000	4,000	100.0%	5,000
7277	Printing	1,308	439	1,500	1,500	100.0%	2,000
7283	Rent	7,200	3,000	3,000	3,000	100.0%	3,000
7289	Subscriptions	345	1,568	600	600	100.0%	-
7295	Utilities: Phone, Internet, (7,031	10,251	7,000	7,000	100.0%	7,000
7295	Utilities: Electricity Usage	759	16,764	-	-		30,000
7295	Utilities: Natural Gas Usag	442	1,298	-	-		1,500
7295	Utilities: Water Usage	-	1,617	-	-		3,500
7330	Hardware/Software	132	-	200	200	100.0%	-
7360	Safety & Security	-	788	-	-		-
7370	Special Dept Supplies	-	638	-	-		3,600
7375	Staff Services	1,494	1,406	1,500	1,500	100.0%	2,500
7655	Building Maintenance	-	2,653	-	-		-
7710	Click it or Ticket	7,127	3,814	15,000	15,000	100.0%	15,000
7720	Sobriety Checkpoint	44,089	53,317	25,000	25,000	100.0%	25,000
7755	Grounds Maintenance	-	230	-	-		-
7970	Small Tools	176	-	150	150	100.0%	-
8936	Cal-ID Systems	73,137	73,354	75,000	75,000	100.0%	75,151
8940	Contracted Services	1,366	2,894	1,000	1,000	100.0%	4,000
8948	County Sheriff	9,489,221	9,990,487	10,288,133	10,288,133	100.0%	10,607,725
9026	Equipment Maintenance	272	1,780	200	200	100.0%	1,200
9052	Gasoline, Oil, Etc.	158,238	224,125	220,000	220,000	100.0%	190,000
9065	Leased Equipment	22,094	12,294	8,800	8,800	100.0%	13,800
9091	Vehicle Maintenance	195,086	161,619	175,000	175,000	100.0%	160,000
Total Operations & Maint		10,034,157	10,589,317	10,837,583	10,837,583	100.0%	11,160,976
Department total		10,034,157	10,589,317	10,837,583	10,837,583	100.0%	11,160,976

<u>Personnel Schedule</u>	<u>Actual 2009-10</u>	<u>Actual 2010-11</u>	<u>Actual 2011-12</u>	<u>Adopted 2012-13</u>
Captain	1.00	1.00	1.00	1.00
Lieutenant	1.00	1.00	1.00	1.00
Sergeants	7.00	7.00	7.00	7.00
Deputies III	5.00	5.00	5.00	5.00
Deputies II	35.00	37.00	37.00	37.00
Secretary I	1.00	1.00	1.00	1.00
Office Specialists	7.00	7.00	7.00	7.00
Service Specialists	6.00	6.00	6.00	6.00
Total FTE's:	63.00	65.00	65.00	65.00

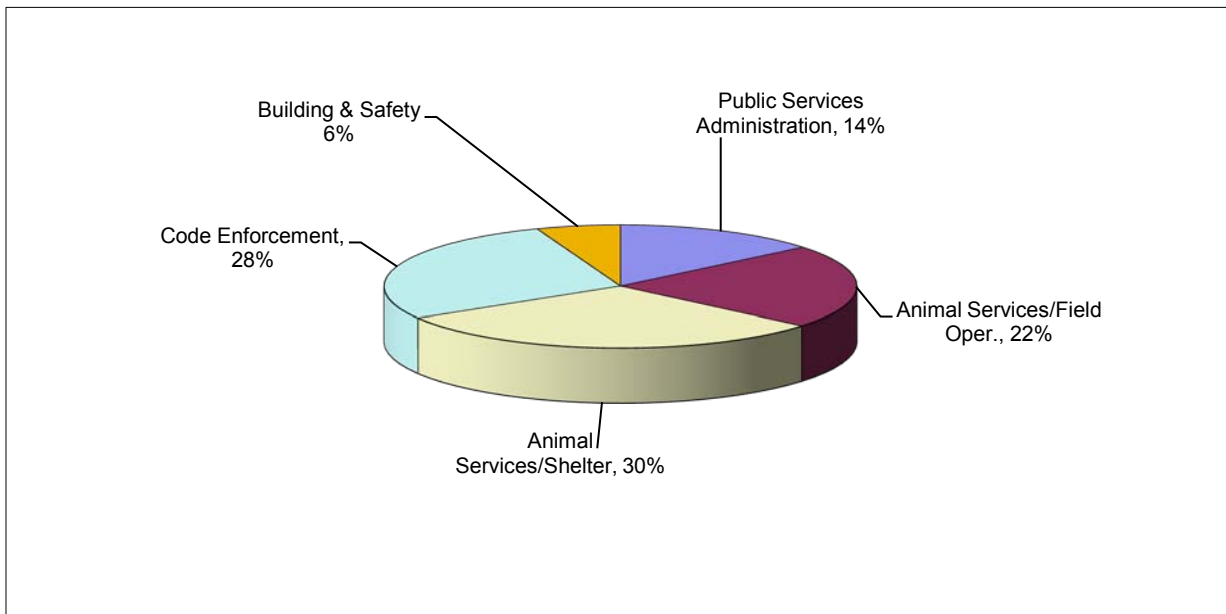
EMERGENCY PREPAREDNESS

EMERGENCY PREPAREDNESS 1001-2020							
Code	Expenditure Classification	Actual Expense 2009-10	Actual Expense 2010-11	Amended Budget 2011-12	Estimated Expense 2011-12	% of Budget Expended	Adopted Budget 2012-13
Operations & Maintenance							
7229	Education & Training	1,685	1,980	3,000	3,000	100.0%	3,000
7241	Meetings & Conferences	391	-	800	800	100.0%	800
7265	Office Supplies	608	1,364	1,500	1,500	100.0%	1,500
7295	Utilities: Phone, Internet, Cell Phones	-	402	-	-		-
7350	Public Information	1,725	1,115	1,500	1,500	100.0%	1,500
7370	Special Dept Supplies - Vehicle Maint.	1,878	-	-	-		-
8940	Contract Services *	81,993	82,740	60,475	60,475	100.0%	18,475
9091	Vehicle Maintenance	165	-	-	-		-
Total Operations & Maint		88,445	87,601	67,275	67,275	100.0%	25,275
Department Total		88,445	87,601	67,275	67,275	100.0%	25,275

*Contract with Apple Valley Fire Protection District for the Town's share of the Emergency Preparedness work provided by AVFPD

2012/13 Public/Municipal Services Expenditures

Public Services Administration	\$460,628
Animal Services/Field Oper.	724,436
Animal Services/Shelter	989,691
Code Enforcement	916,320
Building & Safety	188,465
Total-Public Services	<u><u>\$3,279,540</u></u>



PUBLIC SERVICES/MUNICIPAL OPERATIONS AND CONTRACT SERVICES



DEPARTMENT DESCRIPTION

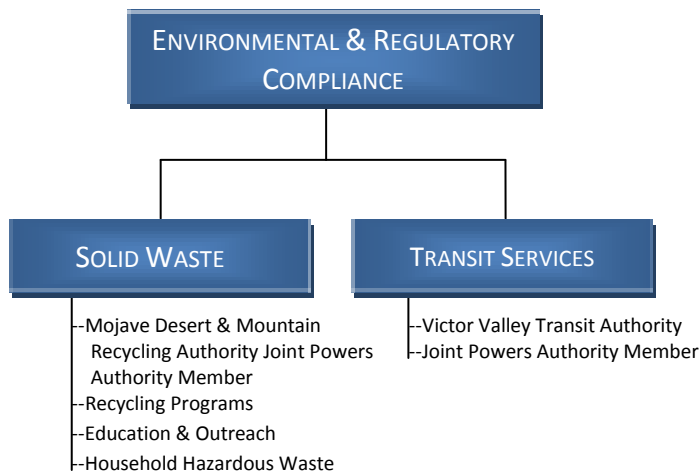
Public Services operates as the administrative head of the Public Works, Street Maintenance, Wastewater, Animal Services, Environmental Compliance, Code Enforcement, Parks and Recreation, Golf Course, Solid Waste Collection and Transit Services. Public Services is responsible for contract administration, budget development and management, developing and administering policies and procedures, managing correspondence, receiving and responding to inquiries and customer services requests, communicating, coordinating and responding to internal departments, external agencies, regulatory bodies and presides over the day-to-day operations of the various department functions. Public Services reviews and updates the public works, wastewater and street maintenance activities and information on the Town’s website. The department also serves as the Town’s liaison to the Victor Valley Wastewater Reclamation Authority (VWRA) for wastewater collection, treatment and disposal and represents its departments at Town Council meetings. The Assistant Town Manager, as the Town’s Public Services Division Head also represents the Town of Apple Valley as a member of the Town’s Disaster preparedness Council, and is an appointed member on the League of California Cities Transportation, Communication & Public Works State Policy Committee, Water Policy Committee and participates in the Desert Mountain Division of the League of California Cities. The Public Services department is an active participant at the VWRA Technical Advisory Committee (TAC), providing technical review and advice to the Town’s appointed Commissioner on VWRA Board of Commissioners.

Department Performance Measures – Public Services

	Actual FY 10-11	Projected FY 11-12	Projected FY 12-13
Requests for Service	636	705	740



ENVIRONMENTAL & REGULATORY COMPLIANCE



DEPARTMENT DESCRIPTION



Responsible for Town compliance with local, State and Federal environmental regulations and legislation pertaining to Household Hazardous Waste, Recycling and Transportation. Preparation of compliance documentation and reports on a monthly, quarterly and yearly basis as required by various state agencies for overall waste diversion and recycling activities. Oversight of the Town-wide Household Hazardous Waste (HHW) Collection Center as mandated by AB 939 relating to the overall volume of HHW collected, cost of operation of HHW and percentage applicable to Oil Payment Program (OPP), application for OPP moneys and quarterly submission of oil collection report for state rebate. Implementation of AB 341 requirements pertaining to Commercial and Multi-family recycling mandates. Ongoing interaction with county, state and federal environmental agencies to keep the Town abreast of and in compliance with changing regulatory requirements. Regular meetings with the county’s Solid Waste Advisory Task Force and technical committees as required by AB 939. Participation at the county-wide Zero Waste Communities meetings, HHW county managers meetings, the Southern California HHW Information Exchange, the Mojave Desert & Mountain Recycling JPA Board and Technical Advisory Committee, and quarterly meetings of the League’s Environmental Quality Policy Committee. Active involvement in decision making during monthly meetings with the MRF operations contractor and the City of Victorville to discuss efficiency, cost of operations and consideration new technologies.

Additional responsibility includes interacting with the regional transit agency, Victor Valley Transit Authority (VVTA), to ensure deliverance of quality transit services to Apple Valley residents. Provides advice and recommendations for the best use of funds designated for transit activities and the use of available grant funds to improve bus stops and bus shelters. Initialize and coordinate with other departments to assist in preparing applications for grant funding as they become available.

2011-12 HIGHLIGHTS

- Council adopted Ordinance No. 424, mandatory commercial recycling
- Renewed Approved Electronic Waste Collector status with CalRecycle and DTSC
- Completed photovoltaic project at Town Hall
- Completed bus stop improvements at three locations using Article 3 funds (SANBAG).

- All required reports submitted timely to Air Resources Board, Cal Recycle and Department of Toxic Substances Control

2012-13 OBJECTIVES/GOALS:

- Oversee scheduling and completion of bus stop improvements for two locations by 2014 with Article 3 funds (SANBAG).

Department Performance Measures – Environmental and Regulatory Compliance			
	Actual 2009	Actual FY 10-11	Goal FY 11-12
Increase recycling at MRF by 5%			5932 tons
Implement 3 best practice areas towards the Town's Silver Level Beacon Award*	n/a	n/a	3
Maintain per capita disposal rate well below target ceiling of 6.6 pounds per person per day	3.9	4.3 (est.)	<6.6



PUBLIC SERVICES - ADMINISTRATION 1001-3010

Code	Expenditure Classification	Actual Expense 2009-10	Actual Expense 2010-11	Amended Budget 2011-12	Estimated Expense 2011-12	% of Budget Expended	Adopted Budget 2012-13
Personnel Services							
7010	Salaries & Wages, Permanent	349,182	355,702	360,750	360,750	100.0%	336,431
7110	Cafeteria Benefits	31,643	33,195	33,610	33,610	100.0%	27,656
7120	Deferred Comp	14,688	14,095	12,702	12,702	100.0%	11,283
7150	Medicare	5,061	5,187	5,231	5,231	100.0%	4,878
7160	PERS	74,330	76,873	88,864	88,864	100.0%	71,014
Total Personnel		474,904	485,052	501,157	501,157	100.0%	451,262
Operations & Maintenance							
7229	Education & Training	3,369	562	250	250	100.0%	263
7241	Meetings & Conferences	4,799	5,116	2,750	2,750	100.0%	2,888
7247	Memberships & Dues	216	-	300	300	100.0%	315
7253	Mileage	234	329	1,000	1,000	100.0%	250
7259	Misc	-	16	100	100	100.0%	100
7265	Office Supplies	151	510	500	500	100.0%	500
7277	Printing	13	13	-	-		-
7289	Subscriptions	82	82	100	100	100.0%	50
7330	Hardware/Software Supplies	-	-	1,500	1,500	100.0%	1,500
7385	Volunteer Program	75	-	-	-		-
8940	Contract Serices	-	-	-	-		-
9052	Gasoline, Diesel, Oil	1,339	1,761	2,500	2,500	100.0%	2,500
9091	Vehicle Maintenance	646	228	1,300	1,300	100.0%	1,000
Total Operations & Maint		10,924	8,617	10,300	10,300	100.0%	9,366
Sub-Total		485,828	493,669	511,457	511,457	100.0%	460,628
9610	Transfer 4910	(1,998)	-	-	-		-
9610	Transfer to Other Funds	(338,682)	(444,302)	-	-		-
Department Total		145,148	49,367	511,457	511,457	100.0%	460,628

	<u>Actual</u> <u>2009-10</u>	<u>Actual</u> <u>2010-11</u>	<u>Actual</u> <u>2011-12</u>	<u>Adopted</u> <u>2012-13</u>
Personnel Schedule				
Assistant Town Manager, Municip	1.00	1.00	1.00	1.00
Operations and Contract Services	0.00	1.00	0.00	0.00
Environmental/Reg Manager	0.00	0.00	1.00	0.00
Special Projects Manager	0.00	0.00	0.00	1.00
Public Services Assistant	1.00	1.00	1.00	1.00
Total FTE's:	2.00	3.00	3.00	3.00

ANIMAL SERVICES



DEPARTMENT DESCRIPTION

Animal Services is responsible for the enforcement of all California Animal Related Laws and Title 15 of the Town’s Municipal Code. Our philosophy is to promote responsible pet ownership, compassion toward animals and safe human-animal interactions. In order to meet the community’s expectations and to raise the bar for municipal animal care, the Department offers various valuable services through community outreach, public education, animal placement, legislation, sheltering, and enforcement programs. Our purpose is to provide responsive, efficient, and high quality animal care services that preserve and protect public health and safety and ensures the humane treatment and care of all animals.



DIVISION/MAJOR PROGRAM DESCRIPTION

Administration: Provides overall management of the Animal Services Department’s functions; closely monitors staffing levels, animal legislation, and procedures to ensure efficiency of operations and compliance with applicable laws; facilitates public/private partnerships to provide long-term placement of sheltered animals and identifies and obtains funding for programs supporting the “Save a Life” campaign. The “Save a Life” campaign is designed to reduce intakes, increase return-to-owners, reduce euthanasia, and increase live release rates.

Field Services Division - Animal Control: This Division’s primary role is rabies enforcement, which includes the control of animals running at large, bite report and cruelty investigations, enforcement of animal keeping laws, noise complaints, assisting injured animals, and school-site visits.

Sheltering Services Division – Municipal Shelter: This Division’s primary role is sheltering, which includes the housing of surrendered, abandoned, and impounded animals within the parameters of the law, permanent placement services, including coordination with rescue organizations and wildlife preserves, conducting low-cost vaccination clinics, and volunteer training.

Support Services: Under the direction of the Animal Services Manager, existing staff are assigned to *project support teams* that are tasked with organizing events, training, and activities in the following areas:

Community Outreach: Responsible for developing partnerships with local businesses, rescues, foster homes and adoptees to provide access to services provided by the department and establish a network of resources to increase permanent placement of animals.



Fundraising: Responsible for the annual planning of the Fur Ball, Cruisin' Fur Critters, Pet Fair, Night at the Shelter, Shelter Tours, etc.



Furball 2012

Volunteer Support: Coordinates recruiting, screening and training of Animal Services' volunteers, which supplement staffing levels, strengthen the Department's ability to care for shelter animals and increases staff participation in community events.

Me & My Shadow Program – Mentoring program designed to instill responsible pet-ownership at an early age and provide positive work ethics in our future community leaders.

Transition Partnership Program- A School-to-Work transition program that provides work experience and helps young people become productive members of society in the future.

CALWorks Program - A cooperative effort with the Department of Public Social Services (DPSS) that provides job skills training designed to allow participants to become self-sufficient and independent working citizens.

Community Service (Youth) - Provides opportunity for juveniles needing community service hours (ordered by the court) to learn positive aspects of animal keeping and for continued mentoring by caring AVAS staff.

Events: Responsible for strengthening social connections and fundraising activities such as, Dining to Donate, Spay Day USA, Adopt-a-Shelter Cat Month, Adopt-a-Shelter Dog Month, etc. Fundraising is an important component which augments Animal Services' "Save a Life" program and outreach projects without impacting the general fund.



Pancake Breakfast



Shelter Tours

Education: Responsible for coordinating professional training and community education classes/seminars. Providing affordable Humane Education raises community awareness of homelessness, neglect, pet overpopulation, animal bites, and disease.



AVAS Fall Camp

2011-12 HIGHLIGHTS

- Successfully launched the Jr. Pet Keeper Certification class.
- Implemented a Town-wide Voluntary Spay/Neuter Voucher Program. Apple Valley residents were provided low-cost incentive packages, which included a reduced rate 1-year dog or cat license, a free spay/neuter voucher, microchip identification and rabies vaccine.
- Received grants from private funding sources that allowed for the reduction of costs for 1000 animal spay/neuter surgeries and provided 1000 free rabies vaccinations.
- Updated Cooperative Agreements with 501(c) 3 animal rescue organizations to allow for transfer of animals with minimal costs to partnering organizations.

- Launched a Temporary Animal Foster Home Permit program to increase community outreach and adoption efforts of the Apple Valley Municipal Animal Shelter.

2012-13 GOALS AND OBJECTIVES

- Increase days of operation of the Shelter to include Saturdays.
- Provide sheltering contracts for outside organizations.
- Obtain private funding for grants to assist qualifying residents with medical costs and/or licensing fees to assist them in keeping their pets in their homes.
- Increase Animal Adoptions through private/public partnerships.
- Decrease Euthanasia through re-homing and off-site adoption efforts.

DEPARTMENT PERFORMANCE MEASUREMENT – ANIMAL SERVICES				
ACTIVITY	FY 09-10	FY 10-11	FY 11-12*	Goal FY 12-13
Live Intakes - Cats	1985	1830	2195(1463)	<1536
Live Intakes - Dogs	2678	2630	3314(2209)	<2320
Return-to-Owner - All	514	436	594(396)	20%
Live Releases - Cats	291 (15%)	205 (11%)	504(336)	70%
Live Releases - Dogs	1156 (43%)	1175 (45%)	1137(758)	70%
Service Requests	5693	4906	6623(4415)	N/A
Houses Canvassed	3089	980	1499(999)	3500
Stray Dog Impounds	1829	1734	2220(1480)	2280
Dogs Licensed (Corrected 9-10/10-11)	10664	10732	11355	
Rescue Agreements	N/A	N/A	3	15
Vaccination Clinics Offered	6	6	9	10
Revenues from Clinics	\$13,995	\$29,326	\$9,149	N/A
Animals Microchipped	740	801	1001(667)	2500
Vaccinated Dogs	1040	866	3132(2088)	4500
Annual Events (Fur Ball, Pet Fair, etc.)	3	5	7	8
Offsite Adoption/ Events	2	7	52	60

*FY 11/12 is based on calculating an average from eight (8) months of data only 7/1/11-2/29/12

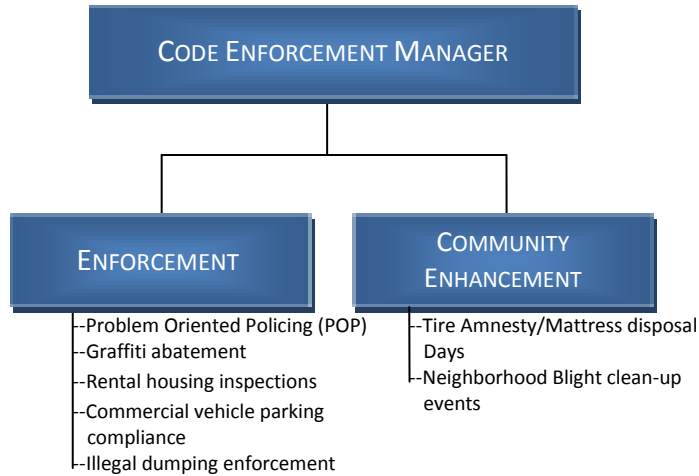
ANIMAL SERVICES - FIELD SERVICES 1001-2120							
Code	Expenditure Classification	Actual Expense 2009-10	Actual Expense 2010-11	Amended Budget 2011-12	Estimated Year End 2011-12	% of Budget Expended	Adopted Budget 2012-13
Personnel Services							
7010	Salaries & Wages - Permanent	389,193	403,901	410,729	410,729	100.0%	416,935
7030	Salaries & Wages - Overtime	11,249	6,650	8,000	8,000	100.0%	7,000
7110	Cafeteria Benefits	59,178	69,015	70,093	70,093	100.0%	69,290
7120	Deferred Comp	2,290	2,267	3,481	3,481	100.0%	3,333
7150	Medicare	5,926	6,132	5,956	5,956	100.0%	6,046
7160	PERS	82,189	83,747	101,175	101,175	100.0%	88,007
Total Personnel		550,025	571,712	599,434	599,434	100.0%	590,611
Operations & Maintenance							
7180	Uniform Expense	2,634	2,270	3,000	3,000	100.0%	2,100
7205	Advertising	140	1,852	1,000	1,000	100.0%	600
7223	Disposal Services	-	853	1,025	1,025	100.0%	0
7229	Education & Training	261	341	900	900	100.0%	945
7241	Meetings & Conferences	828	197	900	900	100.0%	945
7247	Memberships & Dues	205	424	250	250	100.0%	263
7253	Mileage Exp/Allowance	-	-	-	-		2,850
7259	Miscellaneous	70	-	-	-		4,720
7265	Office Supplies	1,965	2,590	2,250	2,250	100.0%	1,000
7277	Printing	2,230	2,013	2,000	2,000	100.0%	1,000
7289	Subscriptions	408	315	300	300	100.0%	300
7295	Utilities	5,137	42,855	38,000	38,000	100.0%	38,000
7310	Assessment District Costs	800	-	1,773	1,773	100.0%	-
7330	Hardware/Software Supplies	510	3,000	4,000	4,000	100.0%	2,000
7360	Safety and security	-	289	675	675	100.0%	400
7370	Special Department Supplies	572	1,969	5,000	5,000	100.0%	4,500
7655	Building maintenance	-	1,471	500	500	100.0%	1,060
8940	Contracted Services	1,543	1,016	750	750	100.0%	500
8944	County Public Health	2,500	2,500	2,500	2,500	100.0%	2,500
8960	Emergency Veterinary Services	-	(68)	-	-		-
8972	Legal Services	826	-	500	500	100.0%	500
8988	Spay/Neuter Program	48,065	48,993	43,000	43,000	100.0%	38,000
8992	Stiles Removal/D&D Removal	5,825	5,700	6,000	6,000	100.0%	6,342
9013	Communications Equipment	-	-	-	-		500
9026	Equipment Maintenance	95	324	300	300	100.0%	300
9052	Gasoline, Diesel and Oil	13,763	13,984	14,000	14,000	100.0%	18,000
9065	Leased Equipment	-	3,549	4,800	4,800	100.0%	3,000
9078	Safety Equipment	-	-	500	500	100.0%	500
9091	Vehicle Maintenance	1,348	3,248	3,000	3,000	100.0%	3,000
Total Operations & Maint.		89,725	139,685	136,923	136,923	100.0%	133,825
Capital Expenditures							
9120	Capital Outlay	313	-	-	-		-
Total Capital Expenditures		313	-	-	-		-
Department Total		640,063	711,397	736,357	736,357	100.0%	724,436

	Actual 2009-10	Actual 2010-11	Actual 2011-12	Adopted 2012-13
Personnel Schedule				
Animal Services Manager	0.50	0.50	0.50	0.50
Animal Services Supervisor	1.00	1.00	1.00	1.00
Animal Services Officer II	2.00	1.00	3.00	1.00
Animal Services Officer I	2.00	1.00	0.00	2.00
Animal Services Technician	2.50	2.50	2.50	2.50
Total FTE's:	8.00	6.00	7.00	7.00

ANIMAL SERVICES - SHELTER 1001-2130							
Code	Expenditure Classification	Actual Expense 2009-10	Actual Expense 2010-11	Amended Budget 2011-12	Estimated Year End 2011-12	% of Budget Expended	Adopted Budget 2012-13
Personnel Services							
7010	Salaries & Wages - Permanent	463,735	428,023	445,408	445,408	100.0%	385,771
7020	Salaries & Wages - Part-time	-	46,106	66,173	66,173	100.0%	174,182
7030	Salaries & Wages - Overtime	4,305	3,187	1,800	1,800	100.0%	5,000
7110	Cafeteria Benefits	82,564	74,669	74,687	74,687	100.0%	65,502
7120	Deferred Comp	2,290	2,267	3,482	3,482	100.0%	3,383
7130	FICA	-	2,869	4,103	4,103	100.0%	-
7150	Medicare	7,304	7,249	7,418	7,418	100.0%	8,119
7160	PERS	100,607	92,146	109,717	109,717	100.0%	95,565
Total Personnel		660,805	656,516	712,788	712,788	100.0%	737,522
Operations & Maintenance							
7180	Uniform Expense	1,257	1,905	3,000	3,000	100.0%	2,600
7205	Advertising	-	1,386	750	750	100.0%	725
7223	Disposal Services	440	1,009	1,400	1,400	100.0%	-
7229	Education & Training	678	749	750	750	100.0%	788
7241	Meetings and Conferences	455	403	500	500	100.0%	525
7247	Memberships and Dues	-	60	200	200	100.0%	210
7253	Mileage Exp./Allowance	-	-	-	-		2,850
7259	Miscellaneous	-	2	50	50	100.0%	4,720
7265	Office Supplies	262	1,066	1,000	1,000	100.0%	1,000
7277	Printing/Department Supplies	704	504	1,000	1,000	100.0%	1,000
7285	Small Tools	-	-	50	50	100.0%	-
7289	Subscriptions	380	358	150	150	100.0%	150
7295	Utilities	31,920	39,251	38,000	38,000	100.0%	38,000
7305	Animal Food Supplies	11,429	17,134	15,000	15,000	100.0%	18,000
7310	Assessment District costs	800	-	1,773	1,773	100.0%	-
7330	Hardware/Software	510	3,397	3,000	3,000	100.0%	1,250
7360	Safety & Security	495	606	700	700	100.0%	500
7370	Special Department Supplies	16,816	8,323	9,000	9,000	100.0%	7,600
7655	Building Maintenance	9,650	12,731	8,000	8,000	100.0%	7,810
7755	Grounds Maintenance	-	441	-	-		500
8940	Contracted Services	14,661	14,276	16,200	16,200	100.0%	24,000
8956	Drugs and Vaccinations	20,571	21,939	20,000	20,000	100.0%	29,000
8960	Veterinary Services	695	4,910	4,000	4,000	100.0%	3,000
8988	Adoption Spay / Neuter	41,749	52,261	56,500	56,500	100.0%	60,000
8992	Stiles Removal/D&D Removal	5,825	5,870	6,000	6,000	100.0%	6,342
9013	Communications Equipment	-	403	50	50	100.0%	50
9026	Equipment Maintenance	483	605	400	400	100.0%	300
9052	Gasoline, Diesel, Oil	756	465	1,000	1,000	100.0%	2,500
9065	Leased Equipment	11,487	3,549	4,800	4,800	100.0%	3,000
9091	Vehicle Maintenance	34	634	750	750	100.0%	750
Total Operations & Maint.		172,057	194,237	194,023	194,023	100.0%	217,170
9120	Capital Equipment	3,237	-	-	-		35,000
Total Capital		3,237	-	-	-		35,000
Department Total		836,099	850,753	906,811	906,811	100.0%	989,691

Personnel Schedule	Actual 2009-10	Actual 2010-11	Actual 2011-12	Adopted 2012-13
Animal Services Manager	0.50	0.50	0.50	0.50
Animal Services Supervisor	1.00	1.00	1.00	0.00
Registered Veterinary Tech	1.00	1.00	1.00	1.00
Animal Services Technician	2.50	2.50	2.50	2.50
Animal Shelter Attendant	4.00	4.00	2.50	3.00
Animal Control Assistant (P/T)	0.00	0.00	0.00	1.00
Animal Shelter Assistant (P/T)	0.00	0.00	0.00	5.25
Total FTE's:	9.00	9.00	7.50	13.25

CODE ENFORCEMENT



PROGRAM INFORMATION



The Code Enforcement Division is tasked with maintaining property values and reducing visual blight in the community. This is accomplished through a combination of proactive and reactive patrol as well as through problem oriented policing (POP). For fiscal year 2012-2013 Code Enforcement will continue to put an emphasis on foreclosed property enforcement. This will be done by proactively inspecting properties as they become foreclosed. By systematically inspecting these properties as they become foreclosed, it ensures any violations of trash and debris, unsecured structures, unmaintained pools, which are often left behind when properties are abandoned, will be identified quickly so violations can be abated. Addressing violations swiftly helps maintain neighborhood property values and reduces the chances of attracting

vandalism and other blight related issues.

Code Enforcement will continue to offer a variety of neighborhood events to assist the community in cleaning up their properties. These programs afford the public an opportunity to dispose of items that may otherwise be difficult to dispose of such as tires, appliances, and mattresses. Additionally, large amounts of trash and debris can be disposed of in roll off bins. All of these programs are grant funded primarily through Cal Recycle and are offered free to the community.

2011-12 HIGHLIGHTS

- 81% of all Code Enforcement cases were opened proactively by Officers.
- Hosted 11 different clean up events for residents, free of charge.



- Began enforcement of the Town’s medical marijuana dispensary ban

2012-13 GOALS AND OBJECTIVES

- Reduce visual blight
- Help maintain property values in Town
- Obtain more voluntary compliance from banks/realtors on foreclosed properties

- Increase participation during community enhancement clean up events
- Enforce the sign code to ensure businesses in Town are in compliance
- Maintain a same day response time for health and safety and time sensitive cases
- Improve communications with residents

Department Performance Measures – Code Enforcement				
	Actual FY 09-10	Actual FY 10-11	Actual FY 11-12	Goal FY 12-13
Mattress/Appliance Day participation	59	79	298	325
Foreclosed property inspections	537	567	1100	1150
Trash collected at neighborhood clean ups (tons)	28.17	91.25	140	150
Recyclables collected (tons)	3.75	6.93	7	8
Abatement warrants*	113	50	48	40

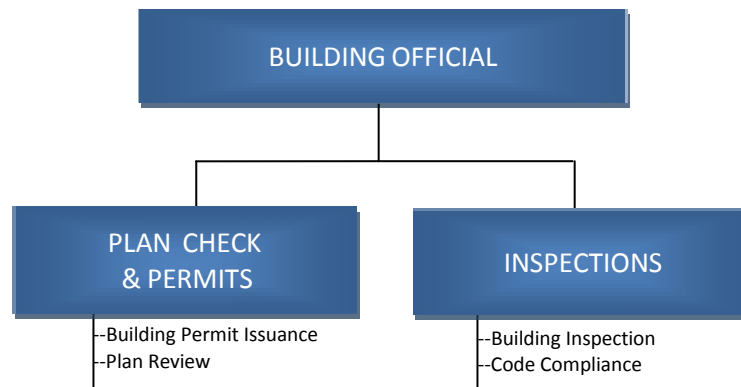
*Fewer abatement warrants are a good sign, indicating more voluntary compliance and fewer unmaintained properties.



CODE ENFORCEMENT 1001-3110							
Code	Expenditure Classification	Actual Expense 2009-10	Actual Expense 2010-11	Amended Budget 2011-12	Estimated Year End 2011-12	% of Budget Expended	Adopted Budget 2012-13
Personnel Services							
7010	Salaries & Wages - Permanent	606,926	570,355	575,390	575,390	100.0%	485,051
7020	Salaries & Wages - Part-time	61,242	59,572	66,068	66,068	100.0%	64,037
7030	Salaries & Wages - Overtime	247	1,001	2,000	2,000	100.0%	2,000
7110	Cafeteria Benefits	114,060	102,463	103,173	103,173	100.0%	84,094
7120	Deferred Comp	2,474	2,491	2,536	2,536	100.0%	2,598
7130	FICA	2,318	2,300	2,854	2,854	100.0%	-
7150	Medicare	9,825	9,415	9,394	9,394	100.0%	7,962
7160	PERS	137,000	129,292	148,246	148,246	100.0%	102,385
Total Personnel		934,092	876,889	909,661	909,661	100.0%	748,127
Operations & Maintenance							
7180	Uniform Cleaning	3,842	3,476	5,000	5,000	100.0%	3,600
7205	Advertising	775	225	500	500	100.0%	500
7229	Education & Training	1,866	195	500	500	100.0%	525
7241	Meetings & conferences	187	-	200	200	100.0%	210
7247	Membership & dues	831	600	850	850	100.0%	893
7265	Office Supplies	684	572	800	800	100.0%	700
7277	Printing	492	539	1,000	1,000	100.0%	1,000
7289	Subscriptions	634	1,091	1,200	1,200	100.0%	1,200
7295-0109	Utilities: Phones	-	7,090	7,200	7,200	100.0%	7,200
7325	Grafitti Supplies & Removal costs	49,759	58,799	45,000	45,000	100.0%	75,000
7330	Hardware/Software Supplies	517	-	2,000	2,000	100.0%	2,000
7350	Public Information	259	406	1,500	1,500	100.0%	1,500
7370	Special Dept Supplies/Exp	3,833	240	1,000	1,000	100.0%	500
7970	Small Tools	-	29	500	500	100.0%	500
8940	Contracted Services	99,366	46,916	45,000	45,000	100.0%	35,000
8972	Legal Services	229	-	5,000	5,000	100.0%	5,000
9026	Equipment Maintenance	730	770	800	800	100.0%	800
9052	Gasoline, Diesel, oil	19,243	22,647	19,000	19,000	100.0%	20,000
9065	Leased Equipment	13,602	1,520	2,065	2,065	100.0%	2,065
9091	Vehicle Maintenance	8,030	10,229	10,000	10,000	100.0%	10,000
9610-4910	Transfer Tire Amnesty Grant	(4,528)	-	-	-		-
Total Operations & Maintenance		200,351	155,344	149,115	149,115	100.0%	168,193
Capital Expenditures							
9120	Capital Outlay	6,958	-	-	-		-
Total Capital Expenditures		6,958	-	-	-		-
Department Total		1,141,401	1,032,233	1,058,776	1,058,776	100.0%	916,320

<u>Personnel Schedule</u>	<u>Actual 2009-10</u>	<u>Actual 2010-11</u>	<u>Actual 2011-12</u>	<u>Adopted 2012-13</u>
Code Enforcement Manager	1.00	1.00	1.00	1.00
Code Enforcement Officer II	8.00	7.00	7.00	6.00
Community Enhancement Ofcr	0.50	0.50	0.50	0.50
Code Enforcement Technician	3.00	3.00	2.00	1.00
Part-time Code Enforcment Tech	0.50	1.00	1.00	0.95
Total FTE's:	13.00	12.50	11.50	9.45

BUILDING AND SAFETY



PROGRAM INFORMATION

The Building and Safety Department is responsible for providing administrative plan review, permit and inspection services that comply with all aspects of the 2010 California Building, Residential, Plumbing, Mechanical, Electrical and Green Codes. We are able to serve you from the plan check and permit process for construction projects on private properties, to the requirements of property maintenance, enforcements of the American Disability Act, structural engineering, fire, and life safety requirements for private properties.

2011-12 HIGHLIGHTS

- Issued 1375 miscellaneous building permits comprised of re-roofing, septic installations, pools, room additions, patios, sheds and detached garages.
- 97 residential photovoltaic permits issued
- 3 commercial photovoltaic permits issued
- 2 commercial building permits issued
- 29 commercial tenant improvement permits issued
- 3324 inspections performed

2012-13 GOALS AND OBJECTIVES

- Continue to review, permit and inspect all private and public land development projects faster and more efficiently than any other community in California.

- Maintain a reputation for being the most customer-friendly municipal Building and Safety Division in the High Desert
- Continue to provide the normal turn-around cycles that are the shortest in the High Desert.
- Continue to promote and provide “Express Plan Check” services for projects and can be approved over-the-counter.
- Maintain the highest availability of Building Official and Building Inspector access to our customers to ensure that customer questions
- Maintain the highest level of flexibility when scheduling inspections and field reviews to ensure that all customer needs are met in the quickest and most efficient manner

Performance and Workload Measures – Building and Safety

	Actual 2011-2012	Goal 2011-2012	Goal 2012-2013
Express Plan Checks	150	100	200
New Single Family Residence Permits	25	25	30
Number of Inspections Per Day	16	n/a	17
Total Number of Inspections	3324	n/a	3531
Total Number of Plan Checks	327	n/a	350
% of plan check performed in less than 7 working days (1 st submittal)	97%	99%	99%
% of plan check performed in less than 5 working days (2 nd submittal)	99%	99%	99%
Average number of days a project is in plan check	2.82	3	3
Revisions to engineering plan checks and map checks reviewed in less than 7 working days	80%	80%	100%



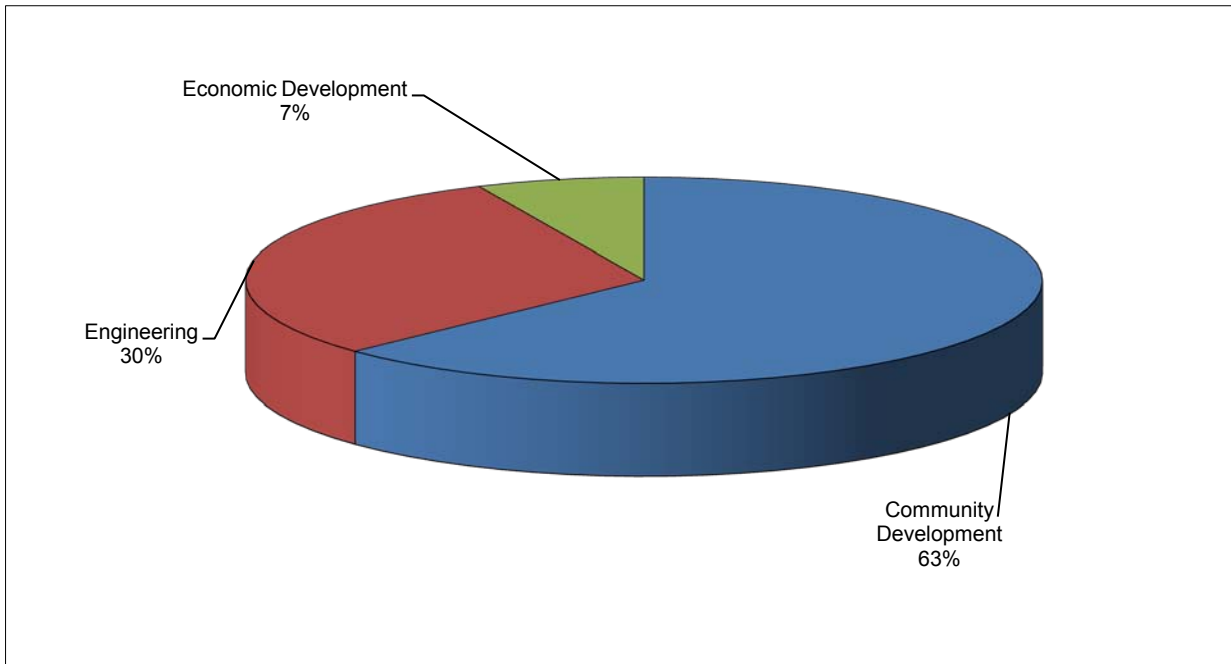
BUILDING & SAFETY 1001-4010							
Code	Expenditure Classification	Actual Expense 2009-10	Actual Expense 2010-11	Amended Budget 2011-12	Estimated Expense 2011-12	% of Budget Expended	Adopted Budget 2012-13
	Operations & Maintenance						
7247	Memberships & Dues	215	-	215	215	100.0%	215
7265	Office Supplies	439	261	500	500	100.0%	500
7277	Printing	343	13	250	250	100.0%	250
8932	Building & Safety Contractor	244,085	262,365	300,000	300,000	100.0%	187,500
	Total Operations & Maint.	245,082	262,639	300,965	300,965	100.0%	188,465
	Department Total	245,082	262,639	300,965	300,965	100.0%	188,465

* Staffing level determined by demand for services.

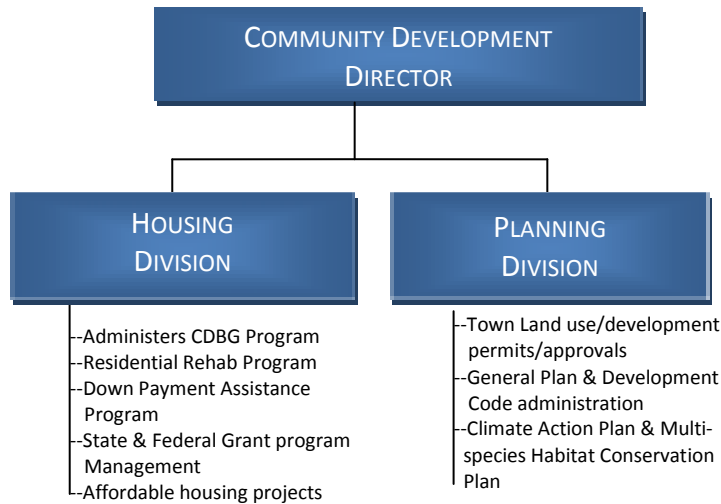
\$187,500 is 62.5% of the projected revenues.

2012/13 Community/Economic Development Expenditures

Community Development	727,203
Engineering	350,600
Economic Development	78,834
Total-Econ. & Community Development Services	<u>1,156,637</u>



COMMUNITY DEVELOPMENT DEPARTMENT



DEPARTMENT DESCRIPTION



The Community Development Department is comprised of two divisions, including the Housing Division and the Planning Division. In accomplishing the goals of the Town Council, the department is charged with discharging the following major functions: Administering various housing development, rehabilitation and purchase programs (down payment assistance); expediting the Town’s land development and entitlement processes in conformance with its Economic Development Strategy, General Plan and Housing Element, Development Code, Climate Action Plan, and developing the Multi-Species Habitat Conservation Plan. Working cooperatively with the

Town’s Wastewater Division, Building Division and Engineering Department, the Development Services Building, where these functions are housed, serves as a true “one-stop” shop for the Town’s business and development partners and facilitates the fulfillment of the Town Council’s Vision 2020 goals.

DIVISION DESCRIPTIONS/PROGAMATIC CHANGES

Housing Division: Manages Town housing programs, provides a suitable living environment, expands economic opportunities for low to moderate income persons, and manages State and Federal housing and community development grant programs. Due to the dissolution of the Redevelopment Agency due to AB 1x 26 and AB1x 27, the former Economic and Community Development Department was dissolved. The Housing Division used to be part of the Economic and Housing Division, which is now a separate division of the Community Development Department. Due to cut backs in staff for the Housing Division, members of the Planning Division have been cross-trained to also provide Housing services in addition to their on-going Planning services. One Associate Planner, a Senior Planner and Administrative Assistant will conduct both Planning and Housing functions.

Planning Division: Administers and maintains the General Plan and Development Code, develops and maintains Specific Plans, develops and maintains Climate Action Plan (Greenhouse Gas Emissions), serves as lead agency for all Town land use/development approvals, develops and maintains Multi-species Habitat Conservation Plan, implements the Town’s Annexation program, provides staff support to the Planning Commission, and coordinates Development Advisory Board and Development Review Committee activities. Due to the dissolution of RDA as mentioned above, staffing for the Planning Division has been reduced and current staff has been reassigned to provide Housing services in addition to Planning functions.

2011-12 HIGHLIGHTS

- Approved and processed the 246,000 square foot Wal-Mart Super Center Project
- Awarded \$1,000,000 in Cal Home grant funds competition
- Processed the permits and agreements for the Happy Trails Villas housing project 34-condominiums
- Successfully provided assistance to 20 low-income individuals and families requiring critical home repair(s) in Apple Valley
- Financed completion of a shade structure at the Aquatic Center at Civic Center Park and the completion of kitchen renovations of the community center at James Woody Park.
- Completed a new Five-Year Consolidated Plan and Analysis of Impediments to Fair Housing.
- Successfully provided down payment and closing cost assistance to 4 low-income individuals and families towards the purchase of their first home in Apple Valley
- As the lead agency in the Apple Valley – Victorville HOME Consortium, successfully administered FY 2011-2012 Home Investment Partnerships Grant (HOME) in the amount of \$606,863 and the FY 2011-2012 grant in the amount of \$508,847.
- Fannie Mae Foreclosure Workshops: Apple Valley – Victorville HOME Consortium obtained \$50,000 to host Foreclosure Prevention Workshops.
- Successfully administered the FY 2011-2012 (100% spend down, including audit) and 2012/2013 Community Development Block Grant program years, including \$575,099 for FY 2011/2012 and \$581,344 for FY 2012-2013 and public services funding for 8 non-profit entities

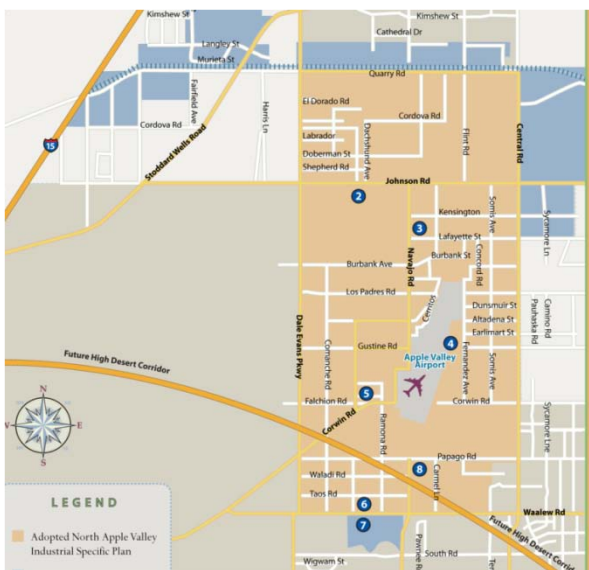
- Completed grant applications for use towards the Town’s Multi-Species Habitat Conservation Plan
- Completed 5 Development Code Amendments in 2011-2012
- Managed and completed the flood repair to the Development Services building
- Obtained LAFCO approval for the Annexation of Golden Triangle

2012-13 GOALS AND OBJECTIVES

- Proceed with the AMCAL low income rental housing project on the northeast corner of Thunderbird Road and Dale Evans Parkway.
- Proceed with acquiring additional property or existing rehabilitation through the use of NSP 3 funding for future low income housing projects.
- Facilitate NAVISP Infrastructure Planning and Development (to include Infrastructure Expansion Plan; Financing Alternatives)
- Continue to pursue the future development of the High Desert Corridor with Caltrans District 7 & 8, Los Angeles and San Bernardino Counties, SANBAG Los Angeles Metro, including environmental clearance, approval and design
- Submit the working draft of the Multi-Species Habitat Conservation Plan to US Fish and Wildlife and CA Dept. of Fish and Game for approval.
- Along with the County, adopt a Development Code for the Town’s Sphere of Influence
- Approve Project Entitlements Faster than any Other Community in California

Performance and Workload Measures – Community Development*			
	Actual 2011-2012	Goal 2012-2013	Estimate 2012-2013
Golden Triangle Community Workshops	4	0	0
Annexations	1	0	0
NAVISP projects	1	n/a	2
County Land Use staff meetings for Sphere Overlay Development Code preparation	7	n/a	5
Community Outreach Mtgs. For Draft Sphere Overlay Development Code	0	2	2
Process project entitlements requiring Planning Commission approval within 6 week of application deemed complete	87.5%	80%	n/a
Process project entitlements requiring administrative approval within 30 days of application deemed complete	96.8%	80%	n/a
Staff support of Planning Commission Mtgs.	9	n/a	14
Staff support of Development Advisory Board meetings	4	n/a	20
# of entitlements/permits processed	230	n/a	240
Enter into DA with affordable housing developer to construct senior rental housing projects	0	1	1
Complete the construction and sale of the units in the Happy Trails Villas project for affordable ownership	0	34	34
Provide 0% deferred payment loans to homeowners for the purpose of making repairs to their homes	20	25	25
Down Payment Assistance	4	50	50
Conduct Foreclosure Prevention Workshops	1	n/a	4
Provide Fair Housing Services	36	n/a	30
Provide Landlord/Tenant mediation services	500	n/a	300
Serve seniors with home repair and transportation services	32	n/a	110
Assistance with Resident Utility Services	20	n/a	61
Rent/Mortgage Assistance programs	20	n/a	25

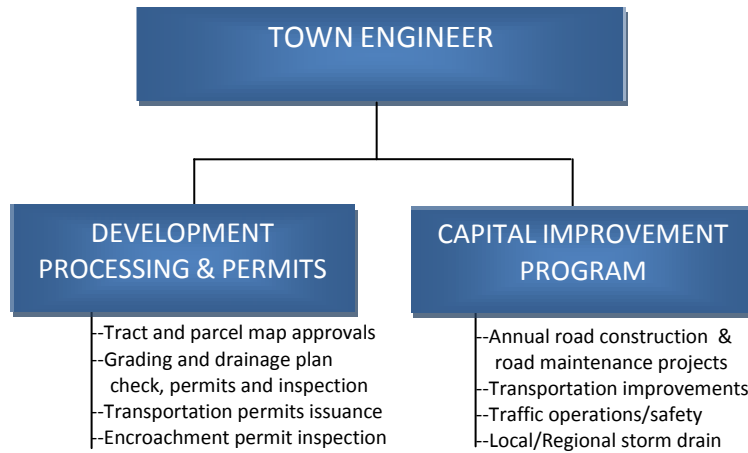
**Many of the Goals/Objectives are not quantifiable and, therefore, have been omitted from this table.*



PLANNING 1001-4610							
Code	Expenditure Classification	Actual Expense 2009-10	Actual Expense 2010-11	Amended Budget 2011-12	Estimated Expense 2011-12	% of Budget Expendec	Adopted Budget 2012-13
Personnel Services							
7010	Salaries & Wages, Permanent	499,512	442,693	418,752	418,752	100.0%	413,763
7020	Salaries & Wages, Part-time	6,400	6,000	25,567	25,567	100.0%	18,194
7110	Cafeteria Benefits	64,953	58,534	54,200	54,200	100.0%	53,021
7120	Deferred Comp	11,320	8,901	8,447	8,447	100.0%	10,947
7130	FICA	397	366	1,585	1,585	100.0%	-
7150	Medicare	7,409	6,463	6,442	6,442	100.0%	6,435
7160	PERS	104,533	96,114	103,151	103,151	100.0%	88,528
Total Personnel		694,524	619,071	618,144	618,144	100.0%	590,888
Operations & Maintenance							
7205	Advertising	5,844	1,094	4,000	4,000	100.0%	3,500
7229	Education & Training	4,145	3,136	5,000	5,000	100.0%	5,250
7241	Meetings & Conferences	3,361	4,127	7,000	7,000	100.0%	7,350
7247	Memberships & Dues	1,575	1,330	1,500	1,500	100.0%	1,575
7253	Mileage	1,107	836	1,250	1,250	100.0%	7,640
7265	Office Supplies	1,110	6,834	4,000	4,000	100.0%	2,000
7277	Printing	503	13	500	500	100.0%	500
7289	Subscriptions	168	199	400	400	100.0%	1,500
7350	Public Information	196	-	500	500	100.0%	500
8940	Contracted Services and	454,120	300,832	136,000	136,000	100.0%	86,500
8968	Filing Fees	2,818	18,512	30,000	30,000	100.0%	20,000
8972	Legal Services						
Total Operations & Maint.		474,947	336,913	190,150	190,150	100.0%	136,315
9120	Capital Outlay	-	9,994	-	-		-
Total Capital Outlay		-	9,994	-	-		-
Department Total		1,169,471	965,978	808,294	808,294	100.0%	727,203

	Actual 2009-10	Actual 2010-11	Actual 2011-12	Adopted 2012-13
Personnel Schedule				
Director Comm.Development	0.00	0.00	0.00	1.00
Assist. Dir. of Community Developm	1.00	1.00	1.00	0.00
Principal Planner	1.00	0.00	0.00	0.00
Senior Planner	2.00	2.00	2.00	1.92
Associate Planner	1.00	2.00	2.00	0.85
Assistant Planner	1.00	0.00	1.00	0.00
Administrative Secretary	1.00	1.00	1.00	0.90
Intern	1.00	0.00	1.00	0.50
Planning Commissioners	1.25	1.25	1.25	1.25
Total FTE's:	9.25	7.25	9.25	6.42

ENGINEERING DEPARTMENT



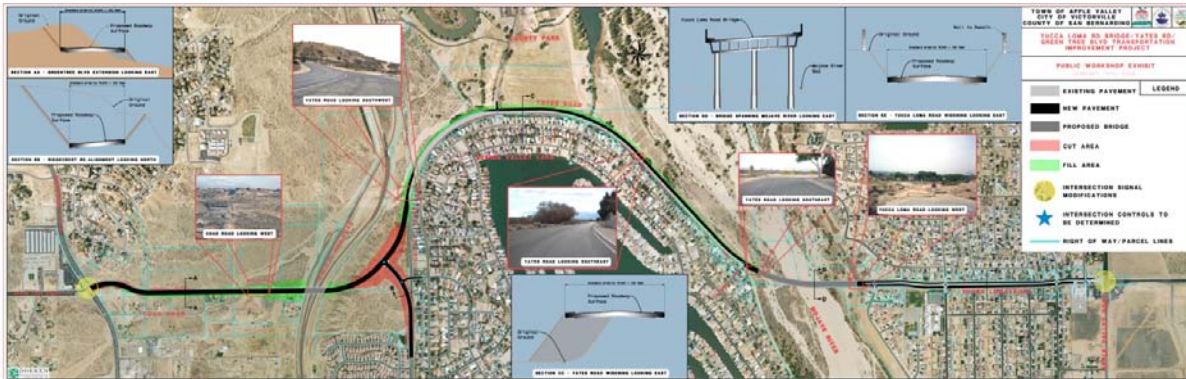
PROGRAM INFORMATION



The Engineering Services Department provides services essential toward the advancement and accomplishment of the top four Apple Valley Vision 2020 Priority Goals and Objectives. The first and foremost Vision 2020 Goal is **Transportation**, and the Engineering Department is the Town's lead agency working in cooperation with Local, Regional, State and Federal Transportation agencies to develop our local and regional transportation network. **Economic Development** is Vision 2020 Goal number two, and the Engineering Department plays a key role in processing, reviewing, approving, permitting and inspecting development related public infrastructure construction in Apple Valley. **Public Safety** is Vision 2020 Goal number three, and the Engineering Department plays an important role in developing and maintaining our Public Safety Standard as it pertains to Traffic Operations, Traffic Safety, and Pedestrian Safety. Engineering also serves as the Flood Plain Administrator, working with FEMA to manage storm related public hazards within our community. **Public Infrastructure** is our Vision 2020 Goal number four, and the Engineering Department serves a leading role in the development of our Public Infrastructure and completion of the Annual Capital Improvement Program, particularly in the areas of streets, sidewalks, traffic signals, storm drains, dry wells, and traffic management related signage and markings.

DEPARTMENT DIVISIONS

Engineering Division (Authorized # of FTEs are 11.0; Budgeted # of FTEs are 6.8): Implements CIP as a part of Town Public infrastructure program and Vision 2020, processes, reviews, approves, permits and inspects development related construction as a part of Vision 2020 goal #2 (Econ. Dev.), develops and maintains the Public Safety Standard relating to traffic operations, traffic safety and pedestrian safety, develops local and regional Transportation networks as part of Vision 2020 Goal #1, and develops and maintains Local and Regional storm drain systems.



2011-12 HIGHLIGHTS

- Obtained all outside agency permits for the Yucca Loma Bridge project
- Approved the 246,000-square-foot Walmart Super Center Project
- Designed and constructed Highway 18 Median, Project Phase 1, in the Village Business District.
- Financed completion of one-quarter mile median street improvements along Highway 18 between Navajo and Central Roads
- CIP Projects Constructed:
 - Graded and cleared all vegetation and debris at the future site of the Yucca Loma Bridge.
 - Completed two slurry projects of 60-miles of Town roads
 - Constructed the Bear Valley Road and Deep Creek Signal
 - Repaved Dale Evans Parkway, from Otoe Road to Waalew Road
 - Completed the first phase of the Kiowa Road Rehabilitation Project, from Bear Valley Road to Del Oro Road
 - Designed the second phase of the Kiowa Road Rehabilitation Project, from Del Oro Road to Tussing Ranch Road
 - Approved the Wal-Mart Supercenter grading and off-site plans
- CIP Projects Awarded, In Progress, or Nearing Completion:
 - Awarded the Yucca Loma Bridge Construction Management contract.
 - Traffic Signal installation, Bear Valley Road at Deep Creek Road
 - Widened Central Road, from north of Ottawa Road to Lucilla Road
 - SR-18 Raised Median and Landscaping Project, from Navajo Road to Pawnee Road
 - Implemented Town-wide Micro-Surface Project
 - Implemented Town-wide Dry Well Installation Project
- CIP Projects in Design:
 - Yucca Loma Bridge
 - High Desert Corridor
 - Kiowa Road, from Del Oro Road to Tussing Ranch Road
 - Kasota Road North, striping improvement
 - Apple Valley Road at SR-18 Re-alignment
 - Town-wide Slurry Seal and Overlay PMS Project
 - Yucca Loma Road Undergrounding, from Apple Valley Road to Rincon Road
 - Town/County Cooperative Paving Project of Central Road south of Bear Valley Road Parkway, and Joshua Road
 - Traffic Signal Installation, Bear Valley Road at Mohawk Road
 - Mojave River Bridge, (Bear Valley Road Bridge), Structural Analysis and Rehabilitation
 - Updated Master Plan of Drainage

- Additional Public Works Projects:
 - Updated the Flood Damage Report Inventory, Town-wide
 - Obtained funding for Town/County Flood Control District Regional Retention/Detention Basins in Apple Valley
- Development Related Inspection of Public Improvements:
 - Navajo Road improvements for the Victor Valley College Eastside Public Safety Training Center
 - Off-site Improvements for the Early Education Center on Nakash Rd and Palmero Rd
 - Happy Trails Villas road improvements at Kiowa Road and Outer Highway 18 North
 - St. Mary's Right-of-Way improvements on Kasota Road for their Administration Building
 - Improvements for the Starbucks on Dale Evans Parkway and Highway 18

2012-13 GOALS AND OBJECTIVES

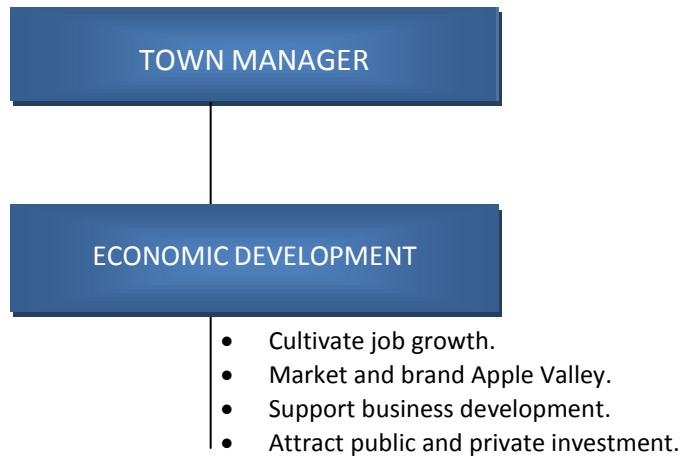
- Begin construction of the Yucca Loma Bridge project, which is the Town's #1 transportation project.
- Serve as the Flood Plain Administrator, working with FEMA to manage storm related public hazards within our community.
- Develop Public Infrastructure and completion of the Annual Capital Improvement Program, particularly in the areas of streets, sidewalks, traffic signals, storm drains, dry wells, and traffic management related signage and markings.
- In conjunction with the Yucca Loma Corridor project, work closely with SCE to begin

- undergrounding utilities along Yucca Loma Road east of Apple Valley Road, to prepare for future street improvements extending as far east as Navajo Road at SR18.
- Continue to pursue the future development of the High Desert Corridor with Caltrans District 7 & 8, Los Angeles and San Bernardino Counties, SANBAG Los Angeles Metro, including environmental clearance, approval, design and anticipated construction commencement in 2015.
- Continue to improve Apple Valley Road at SR18 with plans to develop realignment and re-contour of the intersection, allowing the removal of the split-phase operation, and improve traffic movement in all directions.
- Continue to work with San Bernardino County Flood Control, Zone 4 to begin developing an updated Watershed Management Plan.
- Prepare and issue RFP for structural engineering consultant services to analyze and rehab the existing Bear Valley Road bridge.
- Install new traffic signal along Bear Valley Road and Mohawk Roads.
- Implement CIP projects including pavement management projects.
- Implement the Town's dry well program.
- Approve Project Entitlements faster than any Other Community in California.
- Continue to review, permit and inspect all private and public land development projects faster and more efficiently than any other community in California.

Performance and Workload Measures - Engineering			
	Actual 2011-2012	Goal 2011-2012	Goal 2012-2013
Install traffic signals	1	1	1
Complete CIP projects	5	7	7
Complete design phase and bid CIP projects	5	7	7
Average # of active, funded CIP projects	6	6	6
# of Planning projects reviewed and conditioned	12	12	15
# of plan checks or map checks processed	20	20	20
First review of engineering plan checks or map checks completed in 10 or less business days	80%	80%	100%
Revisions to engineering plan checks and map checks reviewed in less than 7 working days	80%	80%	100%

ENGINEERING 1001-4410							
Code	Expenditure Classification	Actual Expense 2009-10	Actual Expense 2010-11	Amended Budget 2011-12	Estimated Expense 2011-12	% of Budget Expended	Adopted Budget 2012-13
Operations & Maintenance							
7265	Office Supplies	107	209	400	400	100.0%	400
7277	Printing	329	120	200	200	100.0%	200
7970	Small Tools	-	627	-	-		-
8964	Engineering Contractor	320,523	328,754	353,000	353,000	100.0%	350,000
Total Operations & Maint.		320,959	329,710	353,600	353,600	100.0%	350,600
Department Total		320,959	329,710	353,600	353,600	100.0%	350,600

ECONOMIC DEVELOPMENT



DESCRIPTION

The Town Manager’s Office of Economic Development is the business development and place-marketing arm of the Town of Apple Valley. The office serves as the jobs ambassador of Apple Valley, striving to cultivate professional rapport and partnerships with new and existing businesses, development companies and associations, and site selection professionals, in order to carry out the Town Council’s *Vision 2020* economic development goals. **(Authorized # of FTEs is 1.5; Budgeted # of FTEs is 1.5):**

Accordingly, the office is tasked with these chief functions:

- Implement Apple Valley’s business development program through attraction and retention services
- Create and broadcast “Get a Slice of the Apple” brand, marketing literature, and the www.getaslice.org website
- Attend, exhibit and speak at industry tradeshows, conferences and summits
- Acquire property for public/private enterprise and for affordable housing
- Encourage the continued efficiency and expediency of the Town’s entitlement and permit process
- Serve as liaison between private and public representatives during varied development phases
- Serve as liaison to Apple Valley Village Property and Business Improvement District (PBID) Association
- Serve as board or committee member to economic development associations, organizations and events
- Facilitate planning and development of infrastructure and utilities
- Attract grants and investments for job-creation and infrastructure-development purposes
- Advocate for the transparent and streamlined application of environmental regulations on development
- Provide property inventory database for use by commercial brokers and site selection professionals
- Partner with the Apple Valley Chamber of Commerce for business retention services and programs
- Manage the newly formed Successor Agency, including administrative support to the Oversight Board

The office partners with other Town departments to leverage resources and broaden its program purpose, including:



- Planning: Support a transparent and streamlined application of land use and development code standards
- Housing: Promote senior and affordable housing development, and rehabilitation and down-payment programs
- Public Information: Build and accelerate Apple Valley’s brand recognition and bolster marketing presence
- Engineering: Advocate for the transportation and storm drainage demands of new development
- Building and Safety: Advocate for the efficient and transparent application of building standards
- Parks and Recreation: Promote Apple Valley’s high quality of lifestyle, inclusive of amenities, events and activities
- Municipal Services: Promote expansion of sewer and reclaimed water infrastructure to service NAVISP area
- Finance: Attract and manage grants and investments for job-creation and infrastructure-development purposes
- Police: Advertise Apple Valley’s high quality of lifestyle, inclusive of safe neighborhoods and low crime rates

PROGRAM CHANGES FOR 2012-13

As a result of the recent dissolution of the former Apple Valley Redevelopment Agency (AVRDA), economic development staff will additionally perform administrative services and activities pursuant to AB1X 26, including management of the newly established Successor Agency of the former AVRDA, administration of enforceable obligations and disposition of assets, and administration to the Oversight Board of the Successor Agency.

2011-12 HIGHLIGHTS

- Preserved funding for key capital projects listed on the Recognized Obligation Payment Schedule, including Yucca Loma Bridge Corridor and AMCAL Senior Housing project
- Attended Area Development Site Selection Consultant’s Forum
- Attended Team California’s Inaugural Meet the Site Selection Consultants Forum
- Served as Chairman of the High Desert Opportunity Program Committee
- Served as Board Member to the High Desert Opportunity (HDO)
- Served as Board Member to Team California, the state’s economic development marketing arm
- Served as liaison to AV Village PBID Association
- Launched www.getaslice.org, an economic development focused website
- Coordinated Town-wide roll out of new logo, business cards and brand image
- Named one of the nation’s “top mid-sized cities in which to do business” by Boyd Report
- Named one of “least costly cities for doing business” by Kosmont Companies/Rose Institute
- Attended International Council of Shopping Centers (ICSC) tradeshows
- Attended International Asset Management Council (IAMC) conference

- Served on Town’s Development Advisory Board and Development Review Committee
- Served on planning committee for Inaugural Regional Job Fair
- Presented onstage at Economic Summit, hosted by VVC Foundation and American Red Cross
- Presented onstage at InterSolar North America tradeshow, in partnership with Team CA
- Negotiated new business-retention agreement with AV Chamber of Commerce

2012-13 GOALS AND OBJECTIVES



- Advocate creation and funding of state economic development tools and programs

- Continue place-marketing of “Get a Slice of the Apple” brand
- Enhance lead generation and management program, including responses to requests for information
- Cultivate existing and develop new professional relationships with site selection consultants
- Facilitate funding, planning and installation of infrastructure and utility expansion in NAVISP
- Expedite site selection, entitlement and permit processes
- Support regional and state economic development marketing initiatives and partnerships
- Create and manage social media presence for economic development marketing purposes
- Collaborate with Town PIO to leverage and enhance marketing, media and advertising efforts

- Pursue professional development via formal education, and industry and skills training
- Partner with education, vocation and job training associations to improve quality of workforce
- Update demographic data
- Trademark new logo
- Administer and preserve Successor Agency funding for key capital improvement projects, including Yucca Loma Bridge Corridor project and AMCAL Senior Housing project
- Support development of the High Desert Corridor
- Promote five year renewal of AV Village PBID
- Support adoption of the Multi-Species Habitat Conservation Plan

Economic Development Performance and Workload Measures*		
	Estimated FY 2011-12	Goal FY 2012-13
1. New business openings and license renewals	112	150
2. Advertise in industry publications and other trade media	2	5
3. Create new economic development initiative, program and/or service	n/a	3
4. Speak, attend and/or exhibit at industry conferences and tradeshows	5	10
5. Conduct prospective business meetings and site tours	12	25
6. Lead management and ongoing correspondence with key business prospects	65	75
7. Serve on economic development associations boards and committees	6	6
8. Support educational, vocational, trade and skill-training initiatives	n/a	2
9. Secure funding for capital improvement projects	3	5
10. New single family and multi-family residential permits	15	65



ECONOMIC DEVELOPMENT 1001-4310

Code	Revenue Classification	Actual Expense 2009-10	Actual Expense 2010-11	Amended Expense 2011-12	Estimated Expense 2011-12	% of Budget Expended	Adopted Budget 2012-13
Personnel Services							
7020	Salaries - Part-time						6,194
7150	Medicare						90
Total Personnel							6,284
Operations & Maintenance							
7205	Advertising						2,000
7229	Education & Training						4,300
7241	Meetings & Conferences						6,350
7247	Memberships & Dues						5,200
7253	Mileage						500
7259	Miscellaneous						250
7265	Office Supplies						500
7271	Postage						500
7277	Printing						1,250
7289	Subscriptions						4,000
7330	Hardware/Software						750
7515	Marketing						13,000
7584	Sponsorships						10,200
7640	Events & Tradeshow						13,750
8940	Contracted Services						10,000
Total Operations and Maintenance							72,550
Department Total							78,834

Personnel Schedule	Actual 2009-10	Actual 2010-11	Actual 2011-12	Adopted 2012-13
Economic Development Intern	0.00	0.00	0.00	0.25
Total FTE's:	0.00	0.00	0.00	0.25

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Town of Apple Valley

Town of Apple Valley
Capital Improvement Plan
FY 2012-2013 Budget by Funding Source

Projects 12/13	Measure I	TIF/DIF	RDA-Bond	Other	Description	Totals
Estimated Beginning Fund Balance at July 1, 2012	2,222,305	9,164,932	17,942,812	-		29,330,049
Estimated Revenues	1,756,325	750,500				
Total Resources Available	3,978,630	9,915,432	17,942,812	-		29,330,049
Preliminary Design						
High Desert Corridor	25,000					25,000
Yucca Loma Road-Undergrounding(carry over)		25,000 TIF	-	-		25,000
Full Design						
Hwy 18 West End Widening (Phase 1, AVR Realignment)(co)	50,000		-	-		50,000
Bear Valley Bridge (Mojave River Bridge Re-hab)(carry over)	330,000	-	-	-		330,000
Construction						
Apple Valley Road @ Town Center Dr Improvements		100,000 TIF				100,000
Central Road resurface, s/o Bear Valley Rd (carry-over)	192,675	-	-	107,325	SB County	300,000
Dale Evans Parkway resurface, n/o Johnson Road	1,095,000					1,095,000
Dry Well Program (annual program)		400,000 DIF				400,000
Kasota Road Restriping	62,500					62,500
Kiowa Road Widening (Bear Valley to Tussing Ranch Rd)(C-O)	665,000		-	-		665,000
Nakash Road Resurfacing	90,000					90,000
Paving-PMS Priorities (50% Categorical/50% Non-Categorical)	700,000					700,000
Rancherias Road Resurfacing (SR'18 to 1,000' north)	600,000		-	-		600,000
SANBAG Congestion Management Plan	5,000					5,000
Signal, BVR@Mohawk Rd (carry-over)		55,000 TIF		350,000	HISP	405,000
Yucca Loma Bridge		600,000 TIF	12,400,000			13,000,000
Lift Station AD#3A-1 Improvements				60,000	Wastewater	60,000
Lift Station AD#2B Improvements				234,000	Wastewater	234,000
Jess Ranch Lift Station Project				2,729,570	Wastewater	2,729,570
Capital Improvement Program Total	3,815,175	1,180,000	12,400,000	3,480,895		20,876,070
Estimated Ending Fund Balance June 30, 2013	163,455	8,735,432	5,542,812	(3,480,895)		8,453,979

**Town of Apple Valley
Capital Improvement Project
FY 2012-2013**

High Desert Corridor

Project #: 9390

Project Cost: \$25,000

Previous Cost: \$ -

O&M Impact: \$ -

Department: Engineering

Location:

Description:

This project is a multi-regional and multi-jurisdictional transportation project and the Engineering Department is working closely with Caltrans District 8, Caltrans District 7, SANBAG, San Bernardino County, Los Angeles County, and with Los Angeles Metro to move this project forward with construction of Phase One anticipated to begin in 2013.

Description of Expenditures	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17	5 Year Total
Architect Fees						0
Construction						0
Engineering Fees	25,000					25,000
Equipment						0
Inspection						0
Land Acquisition						0
Other Costs						0
Total	25,000	0	0	0	0	25,000

Funding Sources	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17	5 Year Total
Measure I Local	25,000					25,000
Total	25,000	0	0	0	0	25,000

Operating & Maintenance Budget Impact	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17	5 Year Total
Operations						0
Maintenance						0
Capital Outlay						0
Total	0	0	0	0	0	0



**Town of Apple Valley
Capital Improvement Project
FY 2012-2013**

Yucca Loma Bridge Electrical Pole Undergrounding

Project #: 9590

Project Cost: \$25,000

Description:

In conjunction with our Yucca Loma Corridor Project, the Engineering Department is working closely with Southern California Edison to begin undergrounding utilities along Yucca Loma Road, east of Apple Valley Road, to prepare for future street improvements extending as far east as Navajo Road at SR18.

Previous Cost: \$ -

O&M Impact: \$ -

Department: Engineering

Location:

Description of Expenditures	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17	5 Year Total
Architect Fees						0
Construction						0
Engineering Fees	25,000					25,000
Equipment						0
Inspection						0
Land Acquisition						0
Other Costs						0
Total	25,000	0	0	0	0	25,000

Funding Sources	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17	5 Year Total
Transportation Impact Fees	25,000					25,000
Total	25,000	0	0	0	0	25,000

Operating & Maintenance Budget Impact	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17	5 Year Total
Operations						0
Maintenance						0
Capital Outlay						0
Total	0	0	0	0	0	0



**Town of Apple Valley
Capital Improvement Project
FY 2012-2013**

Highway 18 @ Apple Valley Rd Intersection Improvements

Project #: 9410

Project Cost: \$831,284

Previous Cost: \$ -

O&M Impact: \$ -

Department: Engineering

Location: Highway 18 @ Apple Valley Rd



Description:

The Engineering Division is continuing to improve Apple Valley Road at Highway 18 with plans currently in development to re-align and re-contour the intersection, allowing the removal of the split-phase operation, and greatly improve traffic movement in all directions. The environmental work and engineering designs for the intersection are to be completed during fiscal year 12/13. The planned activities for the future of this project are to look for federal and/or state grants for construction of this project, as well as to proactively save unencumbered Measure I funds for future construction.

Description of Expenditures	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17	5 Year Total
Architect Fees						0
Construction		1,500,000	3,000,000			4,500,000
Engineering Fees	200,000	100,000	100,000			400,000
Equipment						0
Inspection						0
Land Acquisition	500,000					500,000
Other Costs						0
Total	700,000	1,600,000	3,100,000	0	0	5,400,000

Funding Sources	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17	5 Year Total
Measure I Local	700,000	1,600,000	3,100,000			5,400,000
Total	700,000	1,600,000	3,100,000	0	0	5,400,000

Operating & Maintenance Budget Impact	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17	5 Year Total
Operations						0
Maintenance						0
Capital Outlay						0
Total	0	0	0	0	0	0

**Town of Apple Valley
Capital Improvement Project
FY 2012-2013**

Bear Valley Bridge Rehabilitation

Project #: 9282

Project Cost: \$330,000

Previous Cost: \$ -

O&M Impact: \$ -

Department: Engineering

Location: Bear Valley Road

Description:

The Engineering Department has retained a consultant for structural engineering services to help analyze and rehab the existing Bear Valley Road Bridge. This analysis will also include providing engineering designs to widen the bridge to address the deficient deck geometry. The ultimate bridge section will consist of: six east/west travel lanes, a center median, shoulders and class 1 bike paths. Tasks to be completed for this project include applying for federal funds under the Highway Bridge Program (HBP), bridge evaluation and analysis, environmental clearance, bridge rehabilitation and widening design plans.

Description of Expenditures	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17	5 Year Total
Architect Fees						0
Construction	300,000					300,000
Engineering Fees	30,000					30,000
Equipment						0
Inspection						0
Land Acquisition						0
Other Costs						0
Total	330,000	0	0	0	0	330,000

Funding Sources	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17	5 Year Total
Measure I Local	330,000					330,000
Total	330,000	0	0	0	0	330,000

Operating & Maintenance Budget Impact	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17	5 Year Total
Operations						0
Maintenance						0
Capital Outlay						0
Total	0	0	0	0	0	0



**Town of Apple Valley
Capital Improvement Project
FY 2012-2013**

Apple Valley Road @ Town Center Improvements

Project #: 9208

Project Cost: \$100,000

Previous Cost: \$ -

O&M Impact: \$ -

Department: Engineering

Location: Apple Valley Road



Description:

The planned improvements for this project include modifying the center median on Apple Valley Road south of Town Center Drive to enhance circulation for motorists traveling northbound on Apple Valley Road. The existing median, that was placed 20-plus years ago, needs to be moved for lane configurations at this intersection to operate at optimum safety level. Currently the lanes on the north and south side of the intersection are lined up slightly askew, and since the north side is correctly configured to the Town's street lane width standards, the south side must be modified. Tasks for this project include: Obtaining engineered construction drawings; Removing the existing curb, gutter and landscaping of the median; Reconstructing the new curb, gutter and landscaping in the ultimate location.

Description of Expenditures	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17	5 Year Total
Architect Fees						0
Construction	80,000					80,000
Engineering Fees	15,000					15,000
Equipment						0
Inspection	5,000					5,000
Land Acquisition						0
Other Costs						0
Total	100,000	0	0	0	0	100,000

Funding Sources	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17	5 Year Total
Transportation Impact Fees	100,000					100,000
Total	100,000	0	0	0	0	100,000

Operating & Maintenance Budget Impact	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17	5 Year Total
Operations						0
Maintenance						0
Capital Outlay						0
Total	0	0	0	0	0	0

**Town of Apple Valley
Capital Improvement Project
FY 2012-2013**

Central Road Resurfacing

Project #: 9307

Project Cost: \$300,000

Previous Cost: \$ -

O&M Impact: \$ -

Department: Engineering

Location: Central Road

Description:

The limits of this Central Road Resurfacing project are between Bear Valley Road and Poppy Road. This 2-mile stretch of road acts as the boundary between the Town of Apple Valley and the County of San Bernardino. In cooperation with the San Bernardino County Public Works, the Town will be the lead agency on this resurfacing project with the County covering the cost of the work on their half of the road. The proposed paving application for this project will be an overlay of SC-3000 asphalt on top of the existing pavement. This stretch of road has few turning movements and a limited amount of traffic which lends itself to this type of treatment.

Description of Expenditures	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17	5 Year Total
Architect Fees						0
Construction	275,000					275,000
Engineering Fees	20,000					20,000
Equipment						0
Inspection	5,000					5,000
Land Acquisition						0
Other Costs						0
Total	300,000	0	0	0	0	300,000

Funding Sources	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17	5 Year Total
Measure I Local	192,400					192,400
San Bernardino County Share	107,600					107,600
Total	300,000	0	0	0	0	300,000

Operating & Maintenance Budget Impact	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17	5 Year Total
Operations						0
Maintenance						0
Capital Outlay						0
Total	0	0	0	0	0	0



**Town of Apple Valley
Capital Improvement Project
FY 2012-2013**

Dale Evans Parkway Resurface - Johnson Road to I-15

Project #: 9337

Project Cost: \$1,095,000

Previous Cost: \$ -

O&M Impact: \$ -

Department: Engineering

Location: Dale Evans Parkway



Description:

The proposed improvement for this 2.5-mile segment is a grind and overlay solution. The existing asphalt will be ground up and recompact to make a solid road base, upon which five new inches of asphalt will be placed on top. With the completion of this project, all of Dale Evans Parkway from Highway 18 to Johnson Road will have been slurried and/or reconstructed in the last ten years.

Description of Expenditures	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17	5 Year Total
Architect Fees						0
Construction	1,050,000					1,050,000
Engineering Fees	30,000					30,000
Equipment						0
Inspection	15,000					15,000
Land Acquisition						0
Other Costs						0
Total	1,095,000	0	0	0	0	1,095,000

Funding Sources	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17	5 Year Total
Transportation Impact Fees	1,095,000					1,095,000
Total	1,095,000	0	0	0	0	1,095,000

Operating & Maintenance Budget Impact	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17	5 Year Total
Operations						0
Maintenance						0
Capital Outlay						0
Total	0	0	0	0	0	0

**Town of Apple Valley
Capital Improvement Project
FY 2012-2013**

Dry-Well

Project #: 9367

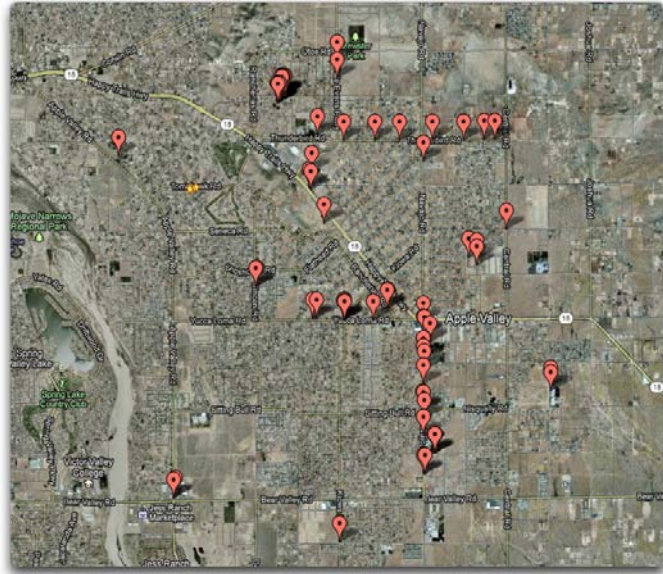
Project Cost: \$400,000

Previous Cost: \$ -

O&M Impact: \$ -

Department: Engineering

Location: Various



Description:

This project will continue the Engineer Department's program to improve areas of poor drainage around the Town of Apple Valley. The majority of this project will be to install dry-wells which will help low-lying areas percolate water at a faster rate. Another part of this project will be to improve a few catch basins for water to drain off of our street faster and into existing dry-wells or storm drains.

Description of Expenditures	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17	5 Year Total
Architect Fees						0
Construction	375,000					375,000
Engineering Fees	17,500					17,500
Equipment						0
Inspection	7,500					7,500
Land Acquisition						0
Other Costs						0
Total	400,000	0	0	0	0	400,000

Funding Sources	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17	5 Year Total
Storm Drain Fund	400,000					400,000
Total	400,000	0	0	0	0	400,000

Operating & Maintenance Budget Impact	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17	5 Year Total
Operations						0
Maintenance						0
Capital Outlay						0
Total	0	0	0	0	0	0

**Town of Apple Valley
Capital Improvement Project
FY 2012-2013**

Kasota Road North

Project #: 9424

Project Cost: \$62,500

Previous Cost: \$ -

O&M Impact: \$ -

Department: Engineering

Location: Kasota Road



Description:

This project will restripe Kasota Road on the north side of State Highway 18. The new striping configuration will provide a dedicated left turn lane and a through lane for southbound traffic utilizing the existing roadway width. This will allow for an improved flow of traffic on Kasota Road adjacent to St. Mary Medical Center. Caltrans is currently designing a project to install pedestrian curb ramps on the west side of the intersection. These projects may coincide.

Description of Expenditures	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17	5 Year Total
Architect Fees						0
Construction	55,000					55,000
Engineering Fees	5,000					5,000
Equipment						0
Inspection	2,500					2,500
Land Acquisition						0
Other Costs						0
Total	62,500	0	0	0	0	62,500

Funding Sources	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17	5 Year Total
Measure I Local	62,500					62,500
Total	62,500	0	0	0	0	62,500

Operating & Maintenance Budget Impact	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17	5 Year Total
Operations						0
Maintenance						0
Capital Outlay						0
Total	0	0	0	0	0	0

**Town of Apple Valley
Capital Improvement Project
FY 2012-2013**

Kiowa Road (Bear Valley Rd to Tussing Ranch Rd Phase II)

Project #: 9442

Project Cost: \$665,000

Previous Cost: \$ -

O&M Impact: \$ -

Department: Engineering

Location: Kiowa Road



Description:

This project will complete the widening of Kiowa Road south of Bear Valley Road. The road will be widened by adding an additional 20 feet of asphalt to the existing west side of Kiowa Road. Upon completion, Kiowa will be a total of 44 feet wide with one travel lane in each direction, center turn lane, and bike lanes. All of the widening will take place within the existing right of way.

Description of Expenditures	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17	5 Year Total
Architect Fees						0
Construction	600,000					600,000
Engineering Fees	50,000					50,000
Equipment						0
Inspection	15,000					15,000
Land Acquisition						0
Other Costs						0
Total	665,000	0	0	0	0	665,000

Funding Sources	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17	5 Year Total
Measure I Local	665,000					665,000
Total	665,000	0	0	0	0	665,000

Operating & Maintenance Budget Impact	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17	5 Year Total
Operations						0
Maintenance						0
Capital Outlay						0
Total	0	0	0	0	0	0

**Town of Apple Valley
Capital Improvement Project
FY 2012-2013**

Nakash Road Rehabilitation

Project #: 6460

Project Cost: \$90,000

Previous Cost: \$ -

O&M Impact: \$ -

Department: Engineering

Location: Nakash Road

Description:

The south side of Nakash was recently repaved as part of the improvements for the County's Early Education Center. It is expected that the Early Education Center will bring additional pedestrian and vehicular traffic to this road segment upon its completion. This project will overlay the existing asphalt on the north side of Nakash Road from Palmero Road to Siskiyou Road that was not a part of the County's improvements. It will include grinding of the existing asphalt, paving with 2 inches of asphalt, and associated striping.

Description of Expenditures	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17	5 Year Total
Architect Fees						0
Construction	75,000					75,000
Engineering Fees	10,000					10,000
Equipment						0
Inspection	5,000					5,000
Land Acquisition						0
Other Costs						0
Total	90,000	0	0	0	0	90,000

Funding Sources	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17	5 Year Total
Measure I Local	90,000					90,000
Total	90,000	0	0	0	0	90,000

Operating & Maintenance Budget Impact	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17	5 Year Total
Operations						0
Maintenance						0
Capital Outlay						0
Total	0	0	0	0	0	0



**Town of Apple Valley
Capital Improvement Project
FY 2012-2013**

Paving - PMS Priorities

Project #: 9525

Project Cost: \$700,000

Previous Cost: \$ -

O&M Impact: \$ -

Department: Engineering

Location:



Description:

Our annual Town-wide slurry seal paving project is based on information in our Pavement Management System (PMS). The PMS database contains all of the paving history in Town and helps us plan this yearly project.

Description of Expenditures	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17	5 Year Total
Architect Fees						0
Construction	675,000					675,000
Engineering Fees	20,000					20,000
Equipment						0
Inspection	5,000					5,000
Land Acquisition						0
Other Costs						0
Total	700,000	0	0	0	0	700,000

Funding Sources	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17	5 Year Total
Measure I Local	700,000					700,000
Total	700,000	0	0	0	0	700,000

Operating & Maintenance Budget Impact	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17	5 Year Total
Operations						0
Maintenance						0
Capital Outlay						0
Total	0	0	0	0	0	0

**Town of Apple Valley
Capital Improvement Project
FY 2012-2013**

Rancherias Road Reconstruction

Project #: 9538

Project Cost: \$600,000

Previous Cost: \$ -

O&M Impact: \$ -

Department: Engineering

Location: Rancherias Road



Description:

This project entails the complete removal and reconstruction of Rancherias Road from the northern edge of the Caltrans right of way at the intersection of State Highway 18 to a point 300 feet north of Zuni Road. As part of the reconstruction, Rancherias Road will be widened to 44 feet to include a center turn lane and bike lanes in addition to the travel lanes. Roads that intersect with Rancherias Road, i.e. Thunderbird Road, Serrano Road, Symeron Road, Rimrock Road East, and Zuni Road, will also be reconstructed at their respective connections to Rancherias Road. The project will also address localized drainage issues by way of installing Class 5 Drywells at specific locations along the right of way.

Description of Expenditures	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17	5 Year Total
Architect Fees						0
Construction	570,000					570,000
Engineering Fees	20,000					20,000
Equipment						0
Inspection	10,000					10,000
Land Acquisition						0
Other Costs						0
Total	600,000	0	0	0	0	600,000

Funding Sources	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17	5 Year Total
Measure I Local	600,000					600,000
Total	600,000	0	0	0	0	600,000

Operating & Maintenance Budget Impact	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17	5 Year Total
Operations						0
Maintenance						0
Capital Outlay						0
Total	0	0	0	0	0	0

Town of Apple Valley
Capital Improvement Project
FY 2012-2013

SANBAG Congestion Management Program

Project #: 9546

Project Cost: \$5,000

Previous Cost: \$ -

O&M Impact: \$ -

Department: Engineering

Location:



Description:

As required by SANBAG, the Congestion Management Program (CMP) defines a network of state highways and arterials, level of service standards and related procedures, a process for mitigation of the impacts of new development on the transportation system, and technical justification for the approach. The policies and technical information contained in this document are subject to ongoing review, with updates required each two years, at a minimum. Opportunities for review are provided through meetings of the SANBAG Transportation Technical Advisory, Committee Plans and Programs Policy Committee, and SANBAG Board of Directors.

Description of Expenditures	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17	5 Year Total
Architect Fees						0
Construction						0
Engineering Fees	5,000					5,000
Equipment						0
Inspection						0
Land Acquisition						0
Other Costs						0
Total	5,000	0	0	0	0	5,000

Funding Sources	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17	5 Year Total
Measure I Local	5,000					5,000
Total	5,000	0	0	0	0	5,000

Operating & Maintenance Budget Impact	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17	5 Year Total
Operations						0
Maintenance						0
Capital Outlay						0
Total	0	0	0	0	0	0

**Town of Apple Valley
Capital Improvement Project
FY 2012-2013**

Bear Valley Road / Mohawk Signal

Project #: 9284

Project Cost: \$405,000

Previous Cost: \$ -

O&M Impact: \$ -

Department: Engineering

Location: Bear Valley @ Mohawk



Description:

This project will install a new traffic signal, associated striping and pedestrian improvements on Bear Valley Road at the intersection with Mohawk Road/Multnomah Road. The traffic signal will provide for a signalized access point to Bear Valley Road that will alleviate some of the congestion at the Kiowa and Navajo intersections. The improvements will include the installation of sidewalk ramps and cross walks at all four corners to improve pedestrian access to local business as well as provide an additional point for pedestrians cross Bear Valley Road between Kiowa and Navajo Roads.

Description of Expenditures	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17	5 Year Total
Architect Fees						0
Construction	350,000					350,000
Engineering Fees	40,000					40,000
Equipment						0
Inspection	15,000					15,000
Land Acquisition						0
Other Costs						0
Total	405,000	0	0	0	0	405,000

Funding Sources	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17	5 Year Total
Transportation Impact Fees	55,000					55,000
Highway Safety Improvement Fund	350,000					350,000
Total	405,000	0	0	0	0	405,000

Operating & Maintenance Budget Impact	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17	5 Year Total
Operations						0
Maintenance						0
Capital Outlay						0
Total	0	0	0	0	0	0

**Town of Apple Valley
Capital Improvement Project
FY 2012-2013**

Yucca Loma Bridge

Project #: 9588

Project Cost: \$28,200,000

Description:

This Engineering Department project is the number one top priority transportation project in the Town of Apple Valley, and is currently moving forward into the right-of-way acquisition and construction phase.

Previous Cost: \$ -

O&M Impact: \$ -

Department: Engineering

Location:

Description of Expenditures	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17	5 Year Total
Architect Fees						0
Construction	12,000,000	13,000,000	1,000,000			26,000,000
Engineering Fees						0
Equipment						0
Inspection	1,000,000	1,000,000	200,000			2,200,000
Land Acquisition						0
Other Costs						0
Total	13,000,000	14,000,000	1,200,000	0	0	28,200,000

Funding Sources	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17	5 Year Total
Major Local Highway Fund	600,000	14,000,000	1,200,000			15,800,000
RDA Bond	12,400,000					12,400,000
Total	13,000,000	14,000,000	1,200,000	0	0	28,200,000

Operating & Maintenance Budget Impact	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17	5 Year Total
Operations						0
Maintenance						0
Capital Outlay						0
Total	0	0	0	0	0	0



**Town of Apple Valley
Capital Improvement Project
FY 2012-2013**

Lift Station AD#3A-1 Improvements

Project #:

Project Cost: \$60,000

Previous Cost: \$ -

O&M Impact: \$ -

Department: Engineering

Location:



Description:

The improvements to Lift Station AD#3A-1 will include the construction of a retaining block wall with decorative iron fencing along the river-facing frontage of the lift station site, as well as the replacement of the existing chainlink security fencing around the balance of the site. The purpose is to provide a safeguard against catastrophic flood damage from high-water river conditions as well improve the aesthetic and security aspects of the site, to the betterment of the surrounding community.

Description of Expenditures	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17	5 Year Total
Architect Fees						0
Construction	45,000					45,000
Engineering Fees	10,000					10,000
Equipment						0
Inspection	5,000					5,000
Land Acquisition						0
Other Costs						0
Total	60,000	0	0	0	0	60,000

Funding Sources	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17	5 Year Total
Wastewater Fund Balance	60,000					60,000
Total	60,000	0	0	0	0	60,000

Operating & Maintenance Budget Impact	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17	5 Year Total
Operations						0
Maintenance						0
Capital Outlay						0
Total	0	0	0	0	0	0

**Town of Apple Valley
Capital Improvement Project
FY 2012-2013**

Lift Station AD#2B Improvements

Project #:

Project Cost: \$234,000

Previous Cost: \$ -

O&M Impact: \$ -

Department: Engineering

Location:



Description:

The planned VVWRA sub-regional treatment plant to be located in proximity to Lift Station AD#2B will require pumping capacity upgrades to the Town's station to accommodate the intended utilization of the recycled treated water. Modifications include the replacing of two of the station pumps with sufficiently-sized larger units and corresponding drive systems, and replacing the existing 20+ year old, obsolete programmed logic control system.

Description of Expenditures	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17	5 Year Total
Architect Fees						0
Construction	225,000					225,000
Engineering Fees	5,500					5,500
Equipment						0
Inspection	3,500					3,500
Land Acquisition						0
Other Costs						0
Total	234,000	0	0	0	0	234,000

Funding Sources	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17	5 Year Total
Wastewater Fund Balance	234,000					234,000
Total	234,000	0	0	0	0	234,000

Operating & Maintenance Budget Impact	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17	5 Year Total
Operations						0
Maintenance						0
Capital Outlay						0
Total	0	0	0	0	0	0

**Town of Apple Valley
Capital Improvement Project
FY 2012-2013**

Jess Ranch Lift Station Project

Project #:

Project Cost: \$2,729,570

Previous Cost: \$ -

O&M Impact: \$ -

Department: Engineering

Location: Jess Ranch



Description:

The construction of the Jess Ranch Lift Station Project, including the lift station facility and flow equalization basin(s), will complete the ultimate build-out design of the Jess Ranch Sewer Assessment District (AD98-1). This permanent facility will replace the undersized, interim facility and allow the final phases of the Jess Ranch Planned Unit Development Project to proceed when desired.

Description of Expenditures	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17	5 Year Total
Architect Fees						0
Construction	2,424,570					2,424,570
Engineering Fees	305,000					305,000
Equipment						0
Inspection						0
Land Acquisition						0
Other Costs						0
Total	2,729,570	0	0	0	0	2,729,570

Funding Sources	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17	5 Year Total
Wastewater Fund Balance	2,729,570					2,729,570
Total	2,729,570	0	0	0	0	2,729,570

Operating & Maintenance Budget Impact	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17	5 Year Total
Operations						0
Maintenance						0
Capital Outlay						0
Total	0	0	0	0	0	0

Town of Apple Valley
Capital Improvement Plan
5 Year Plan 2012-2017

Projects	12/13	13/14	14/15	15/16	16/17	Totals
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Road Projects

Preliminary Design

High Desert Corridor	25,000	25,000	25,000	25,000	25,000	125,000
Yucca Loma Road-Undergrounding(carry over)	25,000	-	-	-	-	25,000

Full Design

Bear Valley Bridge (Mojave River Bridge)	330,000	-	-	-	-	330,000
Hwy 18 West End Widening (Phase 1, AVR Realignment)(co)	200,000	100,000	100,000	-	-	400,000

Construction

Apple Valley Road @ Bear Valley Rd SE Corner Improvements	100,000	390,000	-	-	-	390,000
Apple Valley Road @ Town Center Dr Improvements	-	-	1,200,000	-	-	1,200,000
Bear Valley Bridge (Mojave River Bridge)	300,000	-	-	-	-	300,000
Central Road resurface, s/o Bear Valley Rd (carry-over)	-	-	-	5,400,000	-	5,400,000
Central Road, from SR18 to Bear Valley Road	1,000,000	-	-	5,400,000	-	1,000,000
Dale Evans Parkway resurface, n/o Johnson Road	-	-	-	5,400,000	-	5,400,000
Deep Creek Road, from Bear Valley Road to Tussing Ranch	400,000	-	-	-	-	400,000
Dry Well Program (annual program)	-	600,000	-	-	-	600,000
Hwy 18 Median & Landscaping Project, Phase 1 (CDBG+PBID)	-	-	-	-	11,000,000	11,000,000
Hwy 18 West End Widening (AVR to TAO)	-	-	-	-	-	-
Hwy 18 West End Widening (Phase 1, AVR Realignment)	500,000	1,500,000	3,000,000	-	-	5,000,000
Johnson Road resurface, w/o Dale Evans Parkway	-	-	200,000	-	-	200,000
Kasota Road Restriping	62,500	-	-	-	-	62,500
Kiowa Road Widening (Bear Valley to Tussing Ranch Rd)(C-O)	665,000	-	-	-	-	665,000
Master Plan of Drainage Update	-	350,000	-	-	-	350,000
Misc. Storm Damage Repairs and Upgrades, Town-wide	-	400,000	-	-	-	400,000
Nakash Road Resurfacing	90,000	-	-	-	-	90,000
Paving Priorities (50% Categorical/50% Non-Categorical)	700,000	700,000	700,000	700,000	700,000	3,500,000
Rancherias Road Resurfacing (SR18 to 1,000' north)	600,000	-	-	-	-	600,000

SANBAG Congestion Management Plan	5,000					5,000
Signal, BVR@Mohawk Rd (carry-over)	405,000					405,000
Yucca Loma Bridge	13,000,000	14,000,000	1,200,000			28,200,000
Yucca Loma Bridge Widening	-	9,600,000				9,600,000
Yucca Loma Road - Undergrounding	-	1,300,000				1,300,000
Road Total	18,407,500	28,965,000	6,425,000	11,525,000	11,725,000	77,047,500

Wastewater Projects

Lift Station AD#3A-1 Improvements	60,000					60,000
Lift Station AD#2B Improvements	234,000					234,000
Jess Ranch Lift Station Project	2,729,570					2,729,570
Wastewater Total	3,023,570					3,023,570



**Town of Apple Valley
Capital Improvement Project
FY 2012-2013**

Apple Valley Road @ Bear Valley Road SE Corner Improvements

Project #: 9205

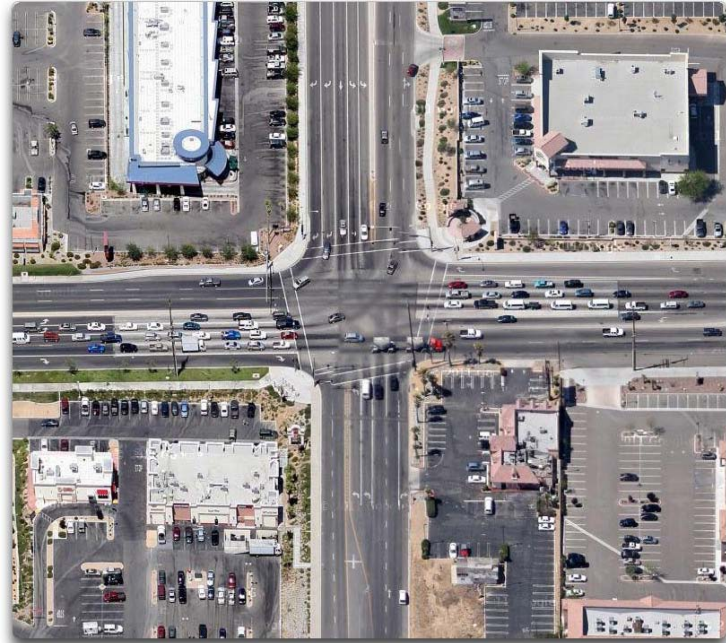
Project Cost: \$390,000

Previous Cost: \$ -

O&M Impact: \$ -

Department: Engineering

Location: Apple Valley Rd @ Bear Valley Rd.



Description:

The improvements for this project are being constructed in coordination with the future Chase Bank project on the southeast corner of Apple Valley Road and Bear Valley Road. With the pending development of Chase Bank, improvements are being planned to improve the circulation for this intersection and corner. Improvements for this project include: Relocating and configuring the signal pole, mast arm and signals on the southeast corner to its ultimate location; Constructing a retaining wall on the Chase Bank property so that a dedicated right-turn lane for northbound Apple Valley Road traffic can be installed. Other related construction tasks include the placing of asphalt, building new curb, gutter, sidewalk and ADA ramps at this corner.

Description of Expenditures	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17	5 Year Total
Architect Fees						0
Construction		375,000				375,000
Engineering Fees		2,500				2,500
Equipment						0
Inspection		12,500				12,500
Land Acquisition						0
Other Costs						0
Total	0	390,000	0	0	0	390,000

Funding Sources	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17	5 Year Total
Transportation Impact Fees		390,000				390,000
Developer Payment		-150,000				
Total	0	240,000	0	0	0	240,000

Operating & Maintenance Budget Impact	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17	5 Year Total
Operations						0
Maintenance						0
Capital Outlay						0
Total	0	0	0	0	0	0

**Town of Apple Valley
Capital Improvement Project
FY 2012-2013**

Yucca Loma Road Widening

Project #:9595

Project Cost: \$9,600,000

Previous Cost: \$ -

O&M Impact: \$ -

Department: Engineering

Location: Yucca Loma Road

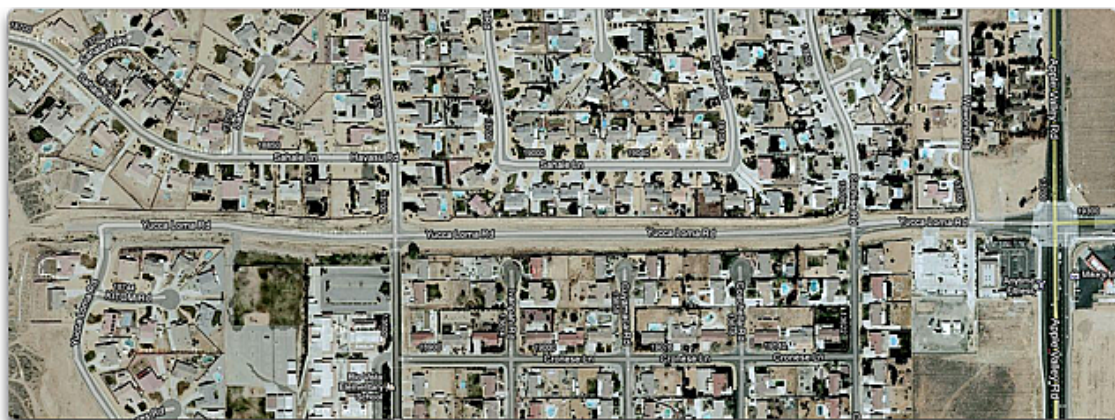
Description:

This portion of the Yucca Loma Bridge project will be to widen and rebuild Yucca Loma Road from the Apple Valley Road to the Yucca Loma Bridge landing. Construction elements of this project will be to widen Yucca Loma Road to its ultimate 104-width, install an 8-foot diameter storm drain and all other utilities under the road.

Description of Expenditures	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17	5 Year Total
Architect Fees						0
Construction		9,600,000				9,600,000
Engineering Fees						0
Equipment						0
Inspection						0
Land Acquisition						0
Other Costs						0
Total	0	9,600,000	0	0	0	9,600,000

Funding Sources	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17	5 Year Total
Traffic Impact Fees		4,600,000				4,600,000
Zone 4 Flood Control Funds		3,400,000				3,400,000
RDA		1,600,000				1,600,000
Total	9,600,000	9,600,000	0	0	0	9,600,000

Operating & Maintenance Budget Impact	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17	5 Year Total
Operations						0
Maintenance						0
Capital Outlay						0
Total	0	0	0	0	0	0



PBID

TOTAL BUDGET - \$733,154

To account for the assessments received and expenditures made on behalf of the Apple Valley Village Property and Business Improvement District.

		PBID 8110-4210					
Code	Revenue Classification	Actual Revenue 2009-10	Actual Revenue 2010-11	Adopted Budget 2011-12	Estimated Revenue 2011-12	% of Budget Received	Adopted Budget 2012-13
BEGINNING FUND BALANCE		550,067	650,018	772,042	772,042		839,342
4138	Assessment Revenue	325,124	298,095	300,000	300,000	100%	200,000
4255	Interest	4,158	4,425	-	-		4,000
Total Revenues		329,282	302,520	300,000	300,000		204,000
Code	Expenditure Classification	Actual Expense 2009-10	Actual Expense 2010-11	Adopted Budget 2011-12	Estimated Expense 2011-12	% of Budget Expended	Adopted Budget 2012-13
7760	Hwy 18 Median Landscape Maintenance	-	-	-	-		150,000
8940	Contract Services: (Adv.to PBID Assoc) O&M	138,300	27,585	186,325	182,700	98%	162,350
8948	County Sheriff: Security Services	-	16,736	30,000	30,000	100%	30,000
9416	Hwy 18 Median Landscape Project	91,031	136,175	516,537	20,000	4%	390,804
9527	Road Circulation and Drainage	-	-	50,000	-	0%	-
Total Expenditures		229,331	180,496	782,862	232,700		733,154
ENDING FUND BALANCE		650,018	772,042	289,180	839,342		310,188

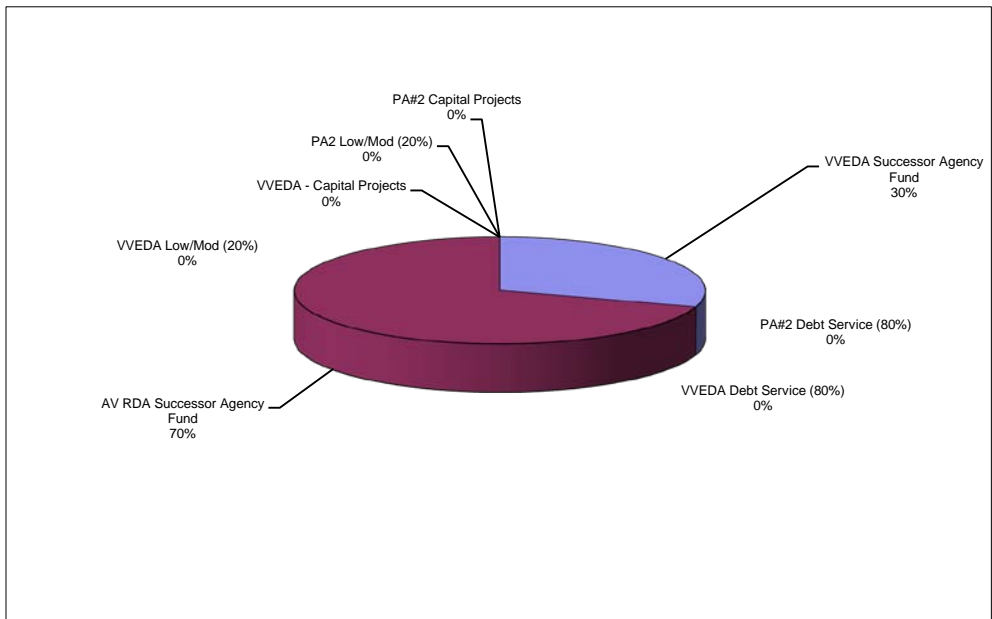
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Town of Apple Valley

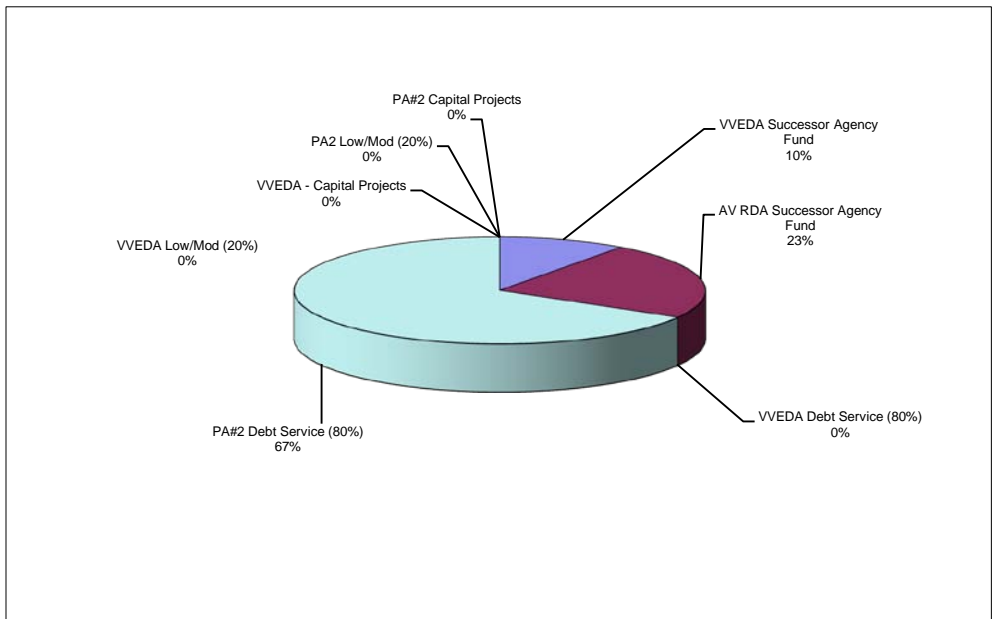
2012/13 Redevelopment Agency Revenue

VVEDA Successor Agency Fund	1,867,580
AV RDA Successor Agency Fund	4,354,975
VVEDA Debt Service (80%)	-
PA#2 Debt Service (80%)	-
VVEDA Low/Mod (20%)	-
PA2 Low/Mod (20%)	-
VVEDA - Capital Projects	-
PA#2 Capital Projects	-
 Total-RDA Revenue	 <u><u>6,222,555</u></u>



2012/13 Redevelopment Agency Expenditures

VVEDA Successor Agency Fund	1,867,580
AV RDA Successor Agency Fund	4,354,975
VVEDA Debt Service (80%)	-
PA#2 Debt Service (80%)	12,400,000
VVEDA Low/Mod (20%)	-
PA2 Low/Mod (20%)	-
VVEDA - Capital Projects	-
PA#2 Capital Projects	-
 Total-RDA Expenditures	 <u><u>18,622,555</u></u>



VVEDA REDEVELOPMENT OBLIGATION RETIREMENT FUND

TOTAL BUDGET - \$1,867,580

VVEDA REDEVELOPMENT OBLIGATION RETIREMENT FUND 2725-4710							
Code	Revenue Classification	Actual Revenue 2009-10	Actual Revenue 2010-11	Amended Budget 2011-12	Estimated Revenue 2011-12	% of Budget Received	Adopted Budget 2012-13
BEGINNING FUND BALANCE		0	0	0	0	-	
4131	Pass Thru - PA#1				1,275,804		1,867,580
Total Revenues		0	0	0	1,275,804	0	1,867,580
Code	Expenditure Classification	Actual Expense 2009-10	Actual Expense 2010-11	Amended Budget 2011-12	Estimated Expense 2011-12	% of Budget Expended	Adopted Budget 2012-13
Personnel Services							
7010	Salaries & Wages	-	-	-	15,306		22,961
7110	Cafeteria Benefits	-	-	-	-		
7120	Deferred Comp	-	-	-	-		
7150	Medicare	-	-	-	222		333
7160	PERS	-	-	-	-		
Total Personnel				0	15,528		23,294
Operations & Maintenance							
7229	Education & Training	-	-	-	3,000		3,000
7241	Meetings & Conferences	-	-	-	500		500
7253	Mileage	-	-	-	2,500		2,000
7259	Miscellaneous	-	-	-	-		
7265	Office Supplies	-	-	-	7,000		1,000
7271	Postage	-	-	-	250		250
7277	Printing	-	-	-	250		250
7430-0900	Housing Activities from Bond Proceeds	-	-	-	-		150,000
7470	HELP Debt Service	-	-	-	-		162,500
8916	Audit	-	-	-	6,000		6,000
8940	Contract Services	-	-	-	19,500		47,121
8972	Legal	-	-	-	12,000		13,502
9999	Transfers	-	-	-	-		
Total Operations & Maint				-	51,000		386,123
Debt Service							
9820	Cost of Issuance	-	-	-	-		
9840	Principal	-	-	-	335,000		345,000
9860	Interest	-	-	-	723,678		711,396
9870	Loan to 80% for ERAF	-	-	-	-		401,767
9610	Administration Operating Transfer	-	-	-	150,598		-
Total Debt Service				-	1,209,276		1,458,163
Total Expenditures		-	-	-	1,275,804		1,867,580
ENDING FUND BALANCE		-	-	-	-	-	-

	<u>Actual</u> 2009-10	<u>Actual</u> 2010-11	<u>Actual</u> 2011-12	<u>Adopted</u> 2012-13
Personnel Schedule				
Economic Development Manager	0.00	0.00	0.00	0.50
Economic Development Specialist	0.00	0.00	0.00	0.00
Total FTE's:	0.00	0.00	0.00	0.50

REDEVELOPMENT OBLIGATION RETIREMENT FUND

TOTAL BUDGET - \$4,354,975

REDEVELOPMENT OBLIGATION RETIREMENT FUND PA#2 2730-4710							
Code	Revenue Classification	Actual Revenue 2009-10	Actual Revenue 2010-11	Amended Budget 2011-12	Estimated Revenue 2011-12	% of Budget Received	Adopted Budget 2012-13
BEGINNING FUND BALANCE							
		-	-	-	-		-
4065	Increment PA#2	-	-	-	2,824,465		4,354,975
Total Revenues		-	-	-	2,824,465		4,354,975
Code	Expenditure Classification	Actual Expense 2009-10	Actual Expense 2010-11	Amended Budget 2011-12	Estimated Expense 2011-12	% of Budget Expended	Adopted Budget 2012-13
Personnel Services							
7010	Salaries & Wages	-	-	-	27,167		104,368
7020	Salaries Part-Time	-	-	-	-		17,550
7110	Cafeteria Benefits	-	-	-	-		9,136
7120	Deferred Comp	-	-	-	-		2,442
7150	Medicare	-	-	-	-		1,768
7160	PERS	-	-	-	-		17,183
Total Personnel		-	-	-	27,167		152,447
Operations & Maintenance							
7229	Education & Training	-	-	-	3,000		3,000
7241	Meetings & Conferences	-	-	-	500		500
7253	Mileage	-	-	-	2,500		2,000
7265	Office Supplies	-	-	-	7,000		1,000
7271	Postage	-	-	-	250		250
7277	Printing	-	-	-	250		250
7430-0900	Housing Activities from Bond Proceeds	-	-	-	-		150,000
7470	HELP Debt Service	-	-	-	-		162,500
8916	Audit	-	-	-	6,000		9,000
8940	Contract Services	-	-	-	19,500		19,121
8972	Legal	-	-	-	12,000		13,501
9999	Transfers	-	-	-	-		-
Total Operations & Maint		-	-	-	51,000		361,122
Debt Service							
9840	Principal	-	-	-	695,000		720,000
9860	Interest	-	-	-	1,690,700		1,662,900
9588	Yucca Loma Bridge Construction	-	-	-	210,000		210,000
9588	Dokken Eng: Yucca Loma Bridge Design	-	-	-	-		623,000
9588	CAA Eng: Yucca Loma Bridge Project Mgmt	-	-	-	-		250,000
9870	Loan to 80% for ERAF	-	-	-	-		375,506
	Administration Operating Transfer	-	-	-	150,598		-
Total Debt Service		-	-	-	2,746,298		3,841,406
Total Expenditures		-	-	-	2,824,465		4,354,975
ENDING FUND BALANCE							
		-	-	-	-		-
Personnel Schedule		Actual 2009-10	Actual 2010-11	Actual 2011-12	Adopted 2012-13		
Economic Development Manager		0.00	0.00	0.00	1.00		
Economic Development Specialist		0.00	0.00	1.00	0.00		
Total FTE's:		0.00	0.00	1.00	1.00		

VVEDA RDA REDEVELOPMENT TAX INCREMENT (80%) FUND

TOTAL BUDGET - \$0.00

This fund accounts for tax increment and other revenues, and expenditures associated with the Town's Redevelopment Agency capital projects.

VVEDA RDA Redevelopment Tax Increment (80%) Fund 3010-4710							
Code	Revenue Classification	Actual Revenue 2009-10	Actual Revenue 2010-11	Amended Budget 2011-12	Estimated Revenue 2011-12	% of Budget Received	Adopted Budget 2012-13
BEGINNING FUND BALANCE		2,261,698	295,046	(855,305)	(855,305)		(502,785)
4131	VVEDA Project Area #1	1,819,945	1,355,978	1,300,000	722,456	55.6%	-
4131-5000	Budgetary Savings	91,559	(30,106)	-	-		-
4255	Interest	39,082	-	10,000	(2,647)	-26.5%	-
Total Revenues		1,950,586	1,325,872	1,310,000	719,809	54.9%	-
Code	Expenditure Classification	Actual Expense 2009-10	Actual Expense 2010-11	Amended Budget 2011-12	Estimated Expense 2011-12	% of Budget Expended	Adopted Budget 2012-13
7320	ERAF/SERAF	1,953,301	401,767	-	-		-
8940-0000	Contract Service	5,550	5,450	6,000	5,450	90.8%	-
9840	Principal	310,000	320,000	335,000	-	0.0%	-
9860	Interest	745,917	766,394	723,678	361,839	50.0%	-
9999-4010	Transfer - 4010	902,470	982,612	879,687	-	0.0%	-
Total Expenditures		3,917,238	2,476,223	1,944,365	367,289	18.9%	-
ENDING FUND BALANCE		295,046	(855,305)	(1,489,670)	(502,785)	33.8%	(502,785)

RDA P. A. NO. 2 - REDEVELOPMENT TAX INCREMENT (80%) FUND

TOTAL BUDGET - \$12,400,000

This fund accounts for tax increment and other revenues, and expenditures associated with the Town's Redevelopment Agency capital projects.

RDA PROJECT AREA NO. 2 - REDEVELOPMENT TAX INCREMENT (80%) FUND 3020-4710							
Code	Revenue Classification	Actual Revenue 2009-10	Actual Revenue 2010-11	Amended Budget 2011-12	Estimated Revenue 2011-12	% of Budget Received	Adopted Budget 2012-13
BEGINNING FUND BALANCE		33,632,749	24,125,103	17,507,947	17,507,947		17,942,812
4065	RDA Project Area #2	3,379,850	2,639,878	3,800,000	1,570,000	41.3%	-
4255	Interest	224,333	35,775	50,000	(6,200)	-12.4%	-
Total Revenues		3,604,183	2,675,653	3,850,000	1,563,800	40.62%	-
Code	Expenditure Classification	Actual Expense 2009-10	Actual Expense 2010-11	Amended Budget 2011-12	Estimated Expense 2011-12	\$ of Budget Expended	Adopted Budget 2012-13
Operations & Maintenance							
7320	ERAF	1,823,884	375,506	-	-		-
7340	Passthrough Agreements	844,963	659,970	775,000	384,830	49.7%	-
8940	Contract Services	2,170	2,046	2,000	2,785	139.3%	-
9999	Transfer - 4410	-	-	-	-		12,400,000
9999	Transfer - 4020	8,349,841	6,164,842	15,847,414	-	0.0%	-
Total Operations & Maint		11,020,858	7,202,364	16,624,414	387,615	2.3%	12,400,000
Debt Service							
9840	Principal	561,240	583,164	609,472	-	0.0%	-
9860	Interest	1,529,731	1,507,281	1,482,639	741,320	50.0%	-
Total Debt Service		2,090,971	2,090,445	2,092,111	741,320	35.4%	-
Total Expenditures		13,111,829	9,292,809	18,716,525	1,128,935	6.0%	12,400,000
ENDING FUND BALANCE		24,125,103	17,507,947	2,641,422	17,942,812		5,542,812

VVEDA LOW & MODERATE INCOME HOUSING FUND

TOTAL BUDGET - \$0.00

This accounts for the 20% set aside of tax increment revenue received from the Redevelopment Agency project area and restricted for low/moderate income housing.

VVEDA Low and Moderate Income Housing Fund (20% Set-Asides) 2710-4710							
Code	Revenue Classification	Actual Revenue 2009-10	Actual Revenue 2010-11	Amended Budget 2011-12	Estimated Revenue 2011-12	% of Budget Received	Adopted Budget 2012-13
	BEGINNING FUND BALANCE	4,400,455	5,913,035	6,878,873	6,878,873		7,287,883
4131	VVEDA Project Area #1	1,476,686	1,032,983	800,000	549,426	68.7%	-
4255	Interest Earnings	73,026	37,514	120,000	5,612	4.7%	-
	Total Revenues	1,549,712	1,070,497	920,000	555,038	60.3%	-
Code	Expenditure Classification	Actual Expense 2009-10	Actual Expense 2010-11	Amended Budget 2011-12	Estimated Expense 2011-12	% of Budget Expended	Adopted Budget 2012/13
	Personnel Services						
7010	Salaries & Wages - Permanent	25,758	68,379	151,818	101,355	66.8%	-
7020	Salaries & Wages - Part Time	-	-	-	1,007		-
7110	Cafeteria Benefits	2,579	8,661	17,664	9,936	56.2%	-
7120	Deferred Comp	835	1,681	3,749	2,324	62.0%	-
7150	Medicare	356	973	2,201	1,499	68.1%	-
7160	PERS	5,401	14,798	37,258	21,290	57.1%	-
	Total Personnel	34,929	94,493	212,690	137,410	64.6%	-
	Operations & Maintenance						
7205	Advertising	-	-	2,000	-	0.0%	-
7229	Education & Training	-	(61)	2,000	-	0.0%	-
7241	Meetings and conferences	-	-	2,000	41	2.0%	-
7253	Mileage	-	-	200	353	176.3%	-
7259	Miscellaneous	-	78	10,000	24	0.2%	-
7265	Office Supplies	-	-	500	-	0.0%	-
7271	Postage	-	-	500	-	0.0%	-
7277	Printing	-	-	500	-	0.0%	-
7430-090	Housing Activities	-	-	3,300,000	5,162	0.2%	-
7470	HELP Debt Service	-	-	195,000	-	0.0%	-
8916	Audit	-	-	500	-	0.0%	-
8940	Contracted Services	2,203	10,150	95,500	980	1.0%	-
8972	Legal	-	-	12,000	2,058	17.2%	-
9444	Land Acquisition	-	-	1,000,000	-	0.0%	-
	Total Operations & Maint	2,203	10,166	4,620,700	8,617	0.2%	-
	Total Expenditures	37,132	104,659	4,833,390	146,027	3.0%	-
	ENDING FUND BALANCE	5,913,035	6,878,873	651,731	7,287,883		7,287,883
	Less Reserve for Loan Repayment	113,750	130,000	146,250	146,250		146,250
	ENDING FUND BALANCE - Unrestrictec	5,799,285	6,748,873	505,481	7,141,633		7,141,633

	Actual 2009-10	Actual 2010-11	Actual 2011-12	Adopted 2012-13
Personnel Schedule				
Asst Town Manager Economic Dev	0.10	0.25	0.10	0.00
Assistant Director of Economic Dev	0.00	0.00	0.25	0.00
Economic Dev. Spec. II	0.00	0.00	0.25	0.00
Economic Dev. Spec. I	0.00	0.00	0.25	0.00
Economic Dev. Assistant	0.00	0.00	0.10	0.00
Housing & Community Dev Specialist II	0.15	0.40	0.15	0.00
Housing & Community Dev Specialist I	0.25	0.25	0.65	0.00
Total FTE's:	0.50	0.90	1.75	0.00

RDA - PA2 LOW/MOD INCOMING HOUSING

TOTAL BUDGET - \$0.00

This accounts for the 20% set aside of tax increment revenue received from the Redevelopment Agency project area and restricted for low/moderate income housing.

RDA - PA2 LOW-MOD INCOMING HOUSING 2720-4710 (20%)							
Code	Revenue Classification	Actual Revenue 2009-10	Actual Revenue 2010-11	Amended Budget 2011-12	Estimated Revenue 2011-12	% of Budget Received	Adopted Budget 2011-12
BEGINNING FUND BALANCE		8,602,173	9,075,238	9,364,917	9,364,917		9,516,342
4065	RDA Project Area #2	844,963	659,970	800,000	391,164	48.9%	-
4255	Interest Earnings	55,050	30,793	20,000	3,717	18.6%	-
Total Revenues		900,013	690,763	820,000	394,881	48.2%	-
Code	Expenditure Classification	Actual Expense 2009-10	Actual Expense 2010-11	Amended Budget 2011-12	Estimated Expense 2011-12	% of Budget Expended	Adopted Budget 2011-12
Personnel Services							
7010	Salaries & Wages	25,710	75,625	154,658	100,811	65.2%	-
7020	Salaries & Wages - PT	-	-	-	1,026	-	-
7110	Cafeteria Benefits	2,579	9,742	18,116	9,845	54.3%	-
7120	Deferred Comp	833	1,822	3,806	2,314	60.8%	-
7150	Medicare	356	1,076	2,243	1,491	66.5%	-
7160	PERS	5,390	16,381	37,958	21,174	55.8%	-
Total Personnel		34,868	104,646	216,781	136,661	63.0%	-
Operations & Maintenance							
7205	Advertising	-	-	2,000	-	0.0%	-
7229	Education & Training	-	(61)	2,000	-	0.0%	-
7241	Meetings & Conferences	-	-	2,000	41	2.0%	-
7253	Mileage	-	-	200	353	176.3%	-
7259	Miscellaneous	140	78	10,000	24	0.2%	-
7265	Office Supplies	-	-	500	-	0.0%	-
7271	Postage	-	-	500	-	0.0%	-
7277	Printing	-	-	500	-	0.0%	-
7430	Housing Activities from Bond Proceed	95,344	-	4,500,000	-	0.0%	-
	Housing Activities from Increment	-	-	2,008,000	-	0.0%	-
7470	HELP Debt Service	-	-	195,000	-	0.0%	-
8916	Audit	-	-	500	-	0.0%	-
8940	Contract Services	3,167	3,067	37,000	289	0.8%	-
8972	Legal	-	-	12,000	2,058	17.2%	-
Total Operations & Maint		98,651	3,083	6,770,200	2,765	0.0%	-
Debt Service							
9840	Principal	78,760	81,836	85,528	-	0.0%	-
9860	Interest	214,669	211,519	208,061	104,030	50.0%	-
Total Debt Service		293,429	293,355	293,589	104,030	35.4%	-
Total Expenditures		426,948	401,084	7,280,570	243,456	3.3%	-
ENDING FUND BALANCE		9,075,238	9,364,917	2,904,347	9,516,342		9,516,342
Less Reserve for Loan Repayment		113,750	130,000	146,250	146,250		146,250
ENDING BALANCE (Unrestricted)		8,961,488	9,234,917	2,758,097	9,370,092		9,370,092

Personnel Schedule	Actual 2009-10	Actual 2010-11	Actual 2011-12	Adopted 2012-13
Asst Town Manager Economic Dev	0.00	0.00	0.10	0.00
Assistant Director Economic Devel	0.10	0.25	0.25	0.00
Econ. Dev. Spec. II	0.00	0.00	0.25	0.00
Econ. Dev. Assistant	0.00	0.00	0.10	0.00
Hsng and Comm Dev Spec II	0.20	0.40	0.15	0.00
Housing and Comm Dev Specialist I	0.00	0.00	0.70	0.00
Development Services Specialist	0.25	0.25	0.25	0.00
Total FTE's:	0.55	0.90	1.80	0.00

RDA-VVEDA REDEVELOPMENT CAPITAL PROJECTS

TOTAL BUDGET - \$0.00

This fund accounts for tax increment and other revenues, and expenditures associated with the Town's Redevelopment Agency capital projects.

RDA - VVEDA Redevelopment Capital Projects- Account Number 4010-4710							
Code	Revenue Classification	Actual Revenue 2009-10	Actual Revenue 2010-11	Amended Budget 2011-12	Estimated Revenue 2011-12	% of Budget Received	Adopted Budget 2012-13
BEGINNING FUND BALANCE		(195)	-	(102,928)	(102,928)		(543,703.12)
4181	Refunds, Reimb, Rebates	24	-	-	29		-
4255	Interest Earnings	-	-	-	528		-
6999	Transfer In - Debt Service Fund 3010	-	-	879,687	-		-
Total Revenues		24	0	879,687	558	0.1%	-
Code	Expenditure Classification	Actual Expense 2009-10	Actual Expense 2010-11	Amended Budget 2011-12	Estimated Expense 2011-12	\$ of Budget Expended	Adopted Budget 2012-13
Personnel Services							
7010	Salaries & Wages - Permanent	218,684	247,844	222,562	136,411	61.3%	-
7020	Salaries - Part-time	8,798	2,306	-	1,151		-
7110	Cafeteria Benefits	21,896	23,749	19,910	10,848	54.5%	-
7120	Deferred Comp	7,490	8,057	6,392	4,152	65.0%	-
7130	FICA	-	-	221	-	0.0%	-
7150	Medicare	3,363	3,769	3,227	2,091	64.8%	-
7160	PERS	49,211	54,333	53,390	30,963	58.0%	-
Total Personnel		309,442	340,058	305,702	185,614	60.7%	-
Operations & Maintenance							
7205	Advertising	-	948	4,500	22	0.5%	-
7229	Education & Training	246	-	1,750	495	28.3%	-
7241	Meetings & Conferences	3,658	6,623	8,000	1,399	17.5%	-
7247	Memberships & Dues	4,524	3,268	4,300	2,683	62.4%	-
7253	Mileage	3,191	3,165	4,000	1,871	46.8%	-
7259	Miscellaneous	272	164	1,000	18	1.8%	-
7265	Office Supplies	975	1,018	1,000	234	23.4%	-
7271	Postage	-	-	500	-	0.0%	-
7277	Printing	276	439	2,000	172	8.6%	-
7289	Subscriptions	4,928	5,823	6,500	250	3.9%	-
7330	Hardware/Software	221	360	500	-	0.0%	-
7350	Public Information	617	-	-	-		-
7515	Marketing	2,232	5,455	50,000	1,061	2.1%	-
7584	Sponsorships	16,243	29,110	36,500	-	0.0%	-
7640	Tradeshows	11,950	13,079	16,000	6,115	38.2%	-
8916	Audit	-	269.37	4,000	476	11.9%	-
8940	Contracted Services	32,364	29,477	60,000	14,591	24.3%	-
8972	Legal	-	24,000	12,000	11,306	94.2%	-
9065	Leased Equipment	539	-	-	-		-
9610	Transfer - 3010	(902,470)	(982,612)	-	-		-
9610	Transfer - 4107	1,640	-	-	-		-
9999	Transfer out - 1001	501,812	585,910	361,435	210,837	58.3%	-
Total Operations and Maintenance		(316,782)	(273,505)	573,985	251,530	43.8%	-
Capital Projects							
9228	AV Rd. Ph 1B	3,248	-	-	-		-
9485	NAVISP	-	31,860	-	4,188		-
9860	Interest	3,921	4,515	-	-		-
Total Capital Projects		7,169	36,375	-	4,188		-
Total Expenditures		(171)	102,928	879,687	441,333	50.2%	-
ENDING FUND BALANCE		-	(102,928)	(102,928)	(543,703)		(543,703)

Personnel Schedule	Actual 2009-10	Actual 2010-11	Actual 2011-12	Adopted 2012-13
Asst Town Mgr of Economic & Community Development/Executive Director,RDA	0.50	0.50	0.40	0.00
Asst Dir of Econ Dev & Housing	0.40	0.25	0.25	0.00
Economic Development Specialist II	0.50	1.00	0.75	0.00
Economic Development Specialist I			0.25	0.00
Economic Development Assistant	0.50	0.50	0.40	0.00
Economic Development Intern	0.00	0.25	0.00	0.00
Total FTE's:	1.90	2.50	2.05	0.00

RDA-PA #2 CAPITAL PROJECTS FUND

TOTAL BUDGET - \$0.00

This fund accounts for tax increment and other revenues, and expenditures associated with the Town's Redevelopment Agency capital projects.

RDA - PA #2 CAPITAL PROJECTS FUND 4020-4710							
Code	Revenue Classification	Actual Revenue 2009-10	Actual Revenue 2010-11	Amended Budget 2011-12	Estimated Revenue 2011-12	% of Budget Received	Adopted Budget 2012-13
	BEGINNING FUND BALANCE	-	-	(248,545)	(248,545)		(1,839,181)
	Gains/Loss on disposal of Fixed Assets	1,800	-	-	-		-
4181	Refunds, Reimb, Rebates	9,955	8,887	-	1,959		-
4255	Interest Earnings	-	-	-	4,227		-
6999	Transfer In - Debt Service Fund 3020	-	-	15,847,414	-		-
	Total Revenues	11,755	8,887	15,847,414	6,187	0.04%	-
Code	Expenditure Classification	Actual Expense 2009-10	Actual Expense 2010-11	Amended Budget 2011-12	Estimated Expenses 2011-12	% of Budget Expended	Adopted Budget 2012-13
	Personnel Services						
7010	Salaries & Wages - Permanent	218,967	247,886	220,287	136,410	61.9%	-
7020	Salaries - Part-time	8,798	2,306	-	1,170		-
7110	Cafeteria Benefits	21,895	23,749	19,911	10,848	54.5%	-
7120	Deferred Comp	7,498	8,059	6,392	4,152	64.9%	-
7130	FICA	-	-	221	-	0.0%	-
7150	Medicare	3,365	3,770	3,227	2,091	64.8%	-
7160	PERS	49,272	54,342	53,390	31,061	58.2%	-
	Total Personnel	309,795	340,111	303,428	185,732	61.2%	-
	Operations & Maintenance						
7205	Advertising	-	948	4,500	22	0.5%	-
7229	Education & Training	244	-	1,750	495	28.3%	-
7241	Meetings & Conferences	4,227	6,623	8,000	1,399	17.5%	-
7247	Memberships & Dues	4,824	3,268	4,300	2,683	62.4%	-
7253	Mileage	3,153	3,165	4,000	1,871	46.8%	-
7259	Miscellaneous	286	108	1,000	18	1.8%	-
7265	Office Supplies	1,054	1,018	1,000	234	23.4%	-
7271	Postage	-	-	500	-	0.0%	-
7277	Printing	325	439	2,000	172	8.6%	-
7289	Subscriptions	4,928	5,823	6,500	250	3.9%	-
7330	Hardware/Software Supplies/Exp	227	360	500	-	0.0%	-
7350	Public Information (now "Marketing")	617	-	-	-		-
7515	Marketing	2,232	5,455	20,000	1,061	5.3%	-
7584	Sponsorships	16,242	29,110	36,500	-	0.0%	-
7640	Tradeshows	11,913	13,079	16,000	6,115	38.2%	-
8916	Audit	-	269	4,000	476	11.9%	-
8940	Contracted Services	272,618	28,006	60,000	14,591	24.3%	-
8972	Legal	-	24,000	12,000	11,306	94.2%	-
9065	Leased Equipment	539	-	-	-		-
9610	Transfer-3020	(8,349,841)	(6,164,842)	-	-		-
9610	Transfer-4910	-	-	-	-		-
9999	Transfer out - 1001	501,812	585,910	361,436	210,837	58.3%	-
	Total Operations and Maint	(7,524,600)	(5,457,262)	543,986	251,531	46.2%	-

RDA - PA #2 CAPITAL PROJECTS FUND 4020-4710

Capital Expenditures						
9264	Animal Shelter Facility	6,522,080	153,399	-	-	-
9270	Baseball Stadium Specific Plan	157,068	-	-	-	-
9534	Public Works Facility	385,775	4,569,966	615,500	729,258	118.5%
9588	Yucca Loma Bridge	121,012	632,215	15,000,000	428,596	2.9%
9590	Yucca Loma Road Undergrounding	4,101	5,197	-	1,707	-
9860	Interest Expense	36,524	13,805	-	-	-
Total Capital Expenditures		7,226,560	5,374,582	15,615,500	1,159,561	7.4%
Total Expenditures		11,755	257,431	16,462,914	1,596,823	9.7%
ENDING FUND BALANCE		0	(248,545)	(864,045)	(1,839,181)	(1,839,181)

Personnel Schedule	Actual 2009-2010	Actual 2010-2011	Actual 2011-12	Adopted 2012-13
Asst Town Mgr of Economic & Community Development/Executive Director,RDA	0.50	0.50	0.40	0.00
Asst Dir of Econ Dev & Housing	0.40	0.25	0.25	0.00
Economic Development Specialist II	0.50	1.00	0.75	0.00
Economic Development Asst.	0.00	0.00	0.40	0.00
Economic Development Intern	0.00	0.25	0.00	0.00
Econ Development Specialist	0.50	0.50	0.25	0.00
Total FTE's:	1.90	2.50	2.05	0.00

Town of Apple Valley
Cost Allocation Plan
Fiscal Year 2012/13

Summary of Proposed Transfers

Fiscal Year 2012/13

Acct	Department	Estimated Expend.	Debit Wastewater Dept.	%	Debit Street Maint.	%	Debit Parks & Rec.	%	Debit Solid Waste	%	Debit RDA	Debit VVEDA/PA2	%	Budgeted Credit	Net Expense
1010	Town Council	184,715	36,943	20%	0	0%	0	0%	27,707	15%	0	0	10%	64,650	120,065
1020	Town Attorney	488,000	48,800	10%	24,400	5%	0	0%	24,400	5%	0	0	10%	97,600	390,400
1030	Town Manager	438,696	87,739	20%	43,870	10%	0	0%	87,739	20%	0	0	10%	219,348	219,348
1050	Finance	1,007,851	251,963	25%	50,393	5%	50,393	5%	403,140	40%	0	0	15%	755,888	251,963
1060	Town Clerk	388,565	77,713	20%	19,428	5%	19,428	5%	58,285	15%	0	0	15%	174,854	213,711
1070	Public Info.	431,199	64,680	15%	43,120	10%	0	0%	64,680	15%	0	0	10%	172,480	258,719
1080	Human Resources	340,900	51,135	15%	51,135	15%	34,090	10%	34,090	10%	0	0	10%	170,450	170,450
1090	Information Systems	480,034	96,007	20%	48,003	10%	24,002	5%	96,007	20%	0	0	10%	264,019	216,015
1200	General Govt.	1,462,212	365,553	25%	219,332	15%	73,111	5%	292,442	20%	0	0	10%	950,438	511,774
1400	Facilities	2,384,910	357,737	15%	238,491	10%	119,246	5%	357,737	15%	0	0	15%	1,073,210	1,311,701
2010	Public Safety	11,401,630	0	0%	0	0%	0	0%	0	0%	0	0	0%	0	11,401,630
2020	Emergency Pre.	67,275	0	0%	0	0%	0	0%	0	0%	0	0	0%	0	67,275
2120	Animal Control	724,436	0	0%	0	0%	0	0%	0	0%	0	0	0%	0	724,436
2130	Animal Shelter	989,641	0	0%	0	0%	0	0%	0	0%	0	0	0%	0	989,641
3010	Public Services	460,628	230,314	50%	23,031	5%	23,031	5%	138,188	30%	0	0	0%	414,565	46,063
3110	Code Enforcement	916,320	0	0%	0	0%	0	0%	0	0%	0	0	0%	0	916,320
4010	Build. & Safety	188,465	0	0%	0	0%	0	0%	0	0%	0	0	0%	0	188,465
4310	Economic Dev	85,118	0	0%	0	0%	0	0%	0	0%	0	0	0%	0	85,118
4410	Engineering	350,600	0	0%	0	0%	0	0%	0	0%	0	0	0%	0	350,600
4610	Planning	727,203	0	0%	0	0%	0	0%	0	0%	0	0	0%	0	727,203
4750	Street Lighting	6,000	0	0%	0	0%	0	0%	0	0%	0	0	0%	0	6,000
	Sub-Total	23,524,398	1,668,583	7%	761,203	3%	343,300	1%	1,584,416	7%	0	0	0%	4,357,502	19,166,896

***Note: General Government and Facilities Budgets reflect an expenditure (transfer) to the Debt Service Funds on the 1999,2001 and 2007 Certificates of Participation (COP's) for Town Hall.**

MISCELLANEOUS STATISTICS

Fiscal Year 2012 - 2013

General

Date of Incorporation	November 28, 1988
Form of Government	Council-Manager
Classification	General Law
Area (in square miles)	78.0
Sphere of Influence (in square miles)	200
Population	70,000
Average Household Income	\$63,770
Average Household Size	2.94
Number of Full-Time Employees	96

Fire Protection

Number of Fire Stations	7
Number of Sworn F/T Fire Fighters	31
Number of Paid Call Fire Fighters	28
Fire Insurance Rating	ISO Class 4

Police Protection

Number of Sworn Sheriff Officers	37
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Streets, Parks and Sanitation

Miles of Streets (in lane miles)	421
Park Sites	15
Skate Park	1
18-hole Public Golf Courses	1
Miles of Sewers	145
Sanitation Pumping Stations	9

Education Facilities

Elementary Schools*	13
Junior High (Middle) Schools*	4
High Schools*	4
4-year College	1
Public Libraries	1

*Including private and charter schools

FINANCIAL POLICIES

RESERVES:

General Fund

The Town's intent is to maintain an optimal General Fund Operating Reserve equal 25% of budgeted appropriations in the General Fund. For FY 12-13, the \$4.2 million unassigned fund balance is equivalent to 17.9% of the General Fund budget or 4.53% of the total operating budget for all funds.

Debt Service Funds

The Debt Service Funds shall maintain reserves as prescribed by the bond covenants adopted at the time of the debt issuance.

OPERATING BUDGET:

The Town will maintain a long-range fiscal perspective through the use of an annual operating budget and a five-year Capital Improvement Program. The Town will develop a long-term revenue and expenditure forecast.

General Fund

The Town will maintain a balanced operating budget. To achieve a balanced budget, current revenues should be sufficient to cover current expenditures. Appropriations of available fund balance will only be permitted for "one time" or non-recurring expenditures.

Special Revenue Funds

Special Revenue Funds will be used for specific programs or projects under the guidelines established for each fund. Appropriations may not exceed the anticipated resources including use of reserves when appropriate.

Debt Service Funds

Adequate funding will be appropriated within the Debt Service Funds to fund debt obligations as they come due. Reserves will be maintained within the Funds as necessary pursuant to bond covenants and/or other legal restrictions.

FINANCIAL POLICIES

REVENUES:

Recurring revenue growth (inflation) will be used to pay for recurring expenditures. Recurring expenditure increases should not be approved which exceed recurring revenue growth. Any new or expanded programs will be required to identify new funding sources and/or offsetting reductions in expenditures. In addition:

- The Town shall use a conservative approach in projecting revenues.
- One-time revenues may be used for one-time expenditures.
- The Town shall update its user fees and charges periodically to recover costs of providing that service for which a fee is charged.

ACCOUNTING:

The Town will comply with the requirements of the Governmental Accounting Standards Board (GASB) and record and maintain its financial transactions based upon Generally Accepted Accounting Principles (GAAP).

INVESTMENTS:

The Town Treasurer shall invest the Town's idle funds in accordance with the guidelines established in the adopted Investment Policy.

DEBT:

- The Town shall issue debt primarily to finance capital improvement projects or for the purchase of large fixed assets.
- The term of the debt should not exceed the life of the asset being financed.
- The Town shall issue debt using the most cost-effective method available at time of debt issuance.
- The debt shall not cause the Town to exceed its legal debt limit.

GLOSSARY OF BUDGET TERMS

ACCRUAL BASIS OF ACCOUNTING: Revenues are recognized when both measurable and available; expenditures are recorded when services have been substantially performed or goods have been received and the liabilities incurred.

ADOPTED BUDGET: The official budget as approved by the Town Council at the start of each fiscal year.

AD VALOREM TAX: (which means “according to its value”) A state or local government tax based on the value of real property as determined by the county tax assessor.

AGENCY FUND: Used to account for assets held by the Town in a fiduciary capacity for individuals, government entities, and others. Such funds are operated by carrying out the specifications of trust indentures, statutes, ordinances, or other governing regulations.

AMENDED BUDGET: The adopted budget as amended by the Town Council through the course of a fiscal year.

APPROPRIATIONS: A legal authorization granted by a legislative body to make expenditures and to incur obligations for specific purposes. An appropriation is usually limited in amount and to the time when it may be expended.

ARBITRAGE: The interest rate differential that exists when proceeds from a municipal bond – which is tax-free and carries a lower yield – are invested in taxable securities with a yield that is higher. The 1986 Tax Reform Act made this practice by municipalities illegal solely as a borrowing tactic, except under certain safe-harbor conditions.

ASSESSED VALUATION: A municipality’s property tax base stated in dollars based on real estate and/or other taxable business property for the purposes of taxation, sometimes expressed as a percent of the full market value of the taxable property within a community.

AUTHORITY OR AGENCY: A state or local unit of government created to perform a single activity or a limited group of functions and authorized by the state legislature to issue bonded debt.

AUTHORIZING ORDINANCE: A law that, when enacted, allows the unit of government to sell a specific bond issue or finance a specific project.

BOND: A security whereby an issuer borrows money from an investor and agrees and promises, by written contract, to pay a fixed principal sum on a specified date (maturity date) and at a specified rate of interest.

BOND PREMIUM: The amount at which a bond or note is bought or sold above its par value or face value without including accrued interest.

BUDGET: A plan of financial operation comprised of estimated expenditures for a given period (usually a single fiscal year) and the proposed means of financing the expenditures (through revenues).

BUDGET MESSAGE: A written discussion of the budget presented by the Town Manager to the Town Council.

CAPITAL BUDGET: A budget which focuses on capital projects to implement the Capital Improvement Program.

CAPITAL IMPROVEMENT PROGRAM: A plan for capital improvements to be implemented each year over a number of years to meet capital needs arising from the assessment of long-term needs. It sets forth the estimated cost for each project and specifies the resources required to finance the projected expenditures.

GLOSSARY OF BUDGET TERMS

CAPITAL IMPROVEMENT PROJECT: The budget unit to group activities and costs necessary to implement a specific capital improvement and/or acquisition. A project can include the construction, acquisition, expansion, replacement, or rehabilitation of a physical facility or improvement. Projects often include planning and design, land acquisition, and project management costs related to such facilities and improvements.

CAPITAL PROJECTS FUNDS: Used to account for financial resources for the acquisition or construction of major capital facilities other than those financed by proprietary and trust funds.

CERTIFICATES OF PARTICIPATION (COPs): A form of lease revenue bond that permits the investor to participate in a stream of lease payments, installment payments or loan payments relating to the acquisition or construction of specific equipment, land, or facilities. COPs have become a popular financing device in California since the passage of Proposition 13. COPs are not viewed legally as “debt” because payment is tied to an annual appropriation by the government body. As a result, COPs are seen by investors as providing weaker security and often carry ratings that are a notch or two below an agency’s general obligation rating.

CONTRACTED SERVICES: Services rendered in support of the Town’s operations and activities by external parties. These may be based upon either formal contracts or ad hoc charges.

COUPON RATE: The specified annual interest rate payable to the bond or note holder as printed on the bond. This term is still used even though there are no coupon bonds anymore.

DEBT LIMIT: The maximum statutory or constitutional amount of debt that the general obligation bond issuer can either issue or have outstanding at any time.

DEBT SERVICE FUNDS: Account for the accumulation of resources set aside to meet current and future debt service requirements (payments) on general long-term debt.

DELINQUENT TAXES: Property Taxes that have been levied but remain unpaid on and after the due date. In California, the due dates are December 10 and April 10. Special taxes and assessments are often due on these dates as well. When tax delinquencies exceed 5%, the Bond Advisor places the issue on its internal Bond Watch.

DEPARTMENT: A major organizational group of the Town with overall management responsibility for an operation or a group of related operations within a functional area.

DISCOUNT: The amount by which market value of a bond is less than par value or face value.

DIVISION: An organizational subgroup of a department.

ENCUMBRANCE: The commitment of appropriated funds to purchase goods, which have not yet been received, or services that has yet to be rendered

EXPENDITURES: Decreases in net financial resources. Expenditures include current operating expenses which require the current or future use of net current assets, debt service and capital outlays.

EXPENSES: Decreases in net total assets. Expenses represent the total cost of operations during a period regardless of the timing of related expenditures.

GLOSSARY OF BUDGET TERMS

FEASIBILITY STUDY: A financial study provided by the issuer of a revenue bond that estimates service needs, construction schedules, and most importantly, future project revenues and expenses used to determine the financial feasibility and creditworthiness of the project to be financed.

FISCAL AGENT: Also known as the Paying Agent, the bank, designated by the issuer, to pay interest and principal to the bondholder.

FISCAL YEAR: A 12-month period to which the annual operating budget applies and at the end of which an entity determines its financial position, the results of its operations, and adopts a budget for the coming year. The Town of Apple Valley's fiscal year is from July 1 to June 30.

FIXED ASSETS: Equipment costing \$5,000 or more, including tax, with a useful life longer than one year, and not qualifying as a capital improvement project. Includes automotive equipment, office equipment, office furniture, acquisitions, landscaping improvements, etc.

FULL FAITH AND CREDIT: The pledge of "the full faith and credit and taxing power without limitation as to rate or amount." A phrase used primarily in conjunction with General Obligation bonds to convey the pledge of utilizing all taxing powers and resources, if necessary, to pay the bond holders.

FULL-TIME EQUIVALENT (FTE): The conversion of part-time employee hours to an equivalent of a full-time position. For example: one person working 20 hours a week for a year would be 0.5 FTE.

FUND: An independent fiscal and accounting entity with a self-balancing set of accounts, recording resources, related liabilities, obligations, reserves and equities segregated for the purpose of carrying out specific activities or attaining certain objectives in accordance with special regulations, restrictions or limitations.

FUND BALANCE: The equity (assets minus liabilities) of governmental fund and fiduciary fund types. However, for budgeting purposes, a working capital definition of current assets minus current liabilities is used for the computation.

GENERAL OBLIGATION (GO) BOND: A bond secured by a pledge of the issuer's taxing powers (limited or unlimited). More commonly the general obligation bonds of local governments are paid from ad valorem property taxes and other general revenues. Considered the most secure of all municipal debt. Limited in California by Proposition 13 to debt authorized by a two-thirds vote in the case of local governments or a simple majority for State issuance.

GENERALLY ACCEPTED ACCOUNTING PRINCIPLES (GAAP): Uniform minimum standards of and guidelines for financial accounting and reporting. They govern the form and content of the basic financial statements of an entity. GAAP encompasses the conventions, rules, and procedures necessary to define accepted accounting practices at a particular time. They include not only broad guidelines of general application, but also detailed practices and procedures. GAAP provides a standard by which to measure financial presentations.

GOVERNMENTAL FUNDS: Typically are used to account for tax-supported (governmental) activities. These include the General Fund, Special Revenue Funds, Capital Projects Funds, and Debt Service Funds.

HOMEOWNERS' SUBVENTION: Owner-occupied properties are eligible for an annual exemption of \$7,000 of the assessed value of the property. This State exemption is reimbursed to the Town through this subvention.

INTERFUND TRANSFERS: Defined as "flows of assets" (such as goods or services) without equivalent flows of assets in return and without requirement for repayment.

GLOSSARY OF BUDGET TERMS

INTERGOVERNMENTAL REVENUE: Revenue collected by one government and distributed (usually through some predetermined formula) to another level of government(s).

INTERNAL SERVICE FUNDS: Account for the goods or services provided by one fund and/or department to another fund and/or department on a cost reimbursement basis.

INVESTMENT GRADE: A rating issued by the three major bond rating agencies, Moody's, Standard & Poor's, and Fitch, rated BBB, Baa or better. Many fiduciaries, trustees, and some mutual fund managers can only invest in securities with an investment grade rating.

ISSUER: A state or local unit of government that borrows money through the sale of bonds and/or notes.

JOINT POWERS AUTHORITY (JPA): The formation of two or more public entities with common powers to consolidate their forces and resources to acquire assets and/or provide services to the public. Their bonding authority and taxing ability is the same as their powers as separate units.

LETTER OF CREDIT: A form of supplement or, in some cases, direct security for a municipal bond under which a commercial bank or private corporation guarantees payment on the bond under certain specified conditions.

LIEN: A claim on revenues, assessments or taxes made for a specific issue of bonds.

MARKS-ROOS BOND: The State Legislature enacted the Marks-Roos (named after its legislative sponsors) Local Bond Pooling Act of 1985 to facilitate the financing of local government facilities by bond bank pools funded by bond proceeds. The pool, formed under a Joint Powers Authority, can buy any type of legally issued debt instrument within or without its geographic area. The idea was to save money through economies of scale by selling one large bond issue to finance several small projects. (Several Marks-Roos issues have defaulted and are under investigation by the Securities and Exchange Commission. Prospective investors should find out what sort of loans the pooled fund will make before buying such deals.)

MELLO-ROOS BOND: The Mello-Roos (named for its legislative sponsors) Community Facilities District Act of 1982 established another method where by almost every municipal subdivision of the state may form a special, separate district to finance a long list of public facilities by the sale of bonds and finance certain public services on a pay-as-you-go basis. These Community Facilities Districts are formed and bond issues authorized by a two-thirds vote of the property owners in the district. Typically, the only voters in a district are one or more real estate developers who own or have an option on all of the land in the district. These land-based financings were nicknamed "dirt bonds" by the Bond Advisor years ago. Bonds are sold to finance facilities that can include school, parks, libraries, public utilities and other forms of infrastructure. The Districts may provide public services that include police and fire protection, recreation programs, area maintenance, library services, flood and storm drainage. Bonded debt service and/or the public services are paid for by special taxes levied on the real property within the district. As the developer subdivides and sells off the land the new property owner assumes the tax burden. (Tax delinquencies can lead to fines and penalties and ultimately foreclosure and sale. The ultimate security for Mello-Roos bonds is the value of the real property being taxed, consequently a provision in the law requires the appraised value of the land be three times the bonded debt. Recent foreclosure sales have cast doubts on the skills of the appraisers and underscore the risk of some of this debt when a severe real estate slump hits developers.)

MODIFIED ACCRUAL BASIS: The accrual basis of accounting where revenues are recognized when they become both "measurable" and "available" to finance expenditures of the current period. All governmental funds and agency funds are accounted for using the modified accrual basis of accounting.

GLOSSARY OF BUDGET TERMS

NET BUDGET: The legally adopted budget less interfund transactions. Those amounts in the budget representing transfers and interfund reimbursements are subtracted from the legally adopted budget amount.

OBJECTIVE: A simply stated, readily measurable statement of aim or expected accomplishment within the fiscal year. A good statement of objective should specify a standard of performance for a given program or stated goal.

OBJECT CODE: The classification of expenditures in terms of what is bought and paid for grouped into categories.

OFFICIAL STATEMENT (OS): A document (prospectus) circulated for an issuer prior to a bond sale with salient facts regarding the proposed financing. There are two OS, the first known as the preliminary, or “red herring” – so named because some of the type on its cover is printed in red – and it is supposed to be available to the investor before the sale. The final OS must be sent to the purchaser before delivery of the bonds.

OPERATING BUDGET: A budget which focuses on everyday operating activities and programs. Usually includes personnel, maintenance and operations and capital equipment.

OVERLAPPING DEBT: The proportionate share of the general obligation bonds of local governments located wholly or in part within the limits of the reporting unit of government, that must be borne by property owners within the unit.

PAR VALUE: The face value or principal amount of a bond, usually \$5,000, due to the holder at maturity. It has no relation to the market value.

PERSONNEL EXPENSES: Compensation paid to or on behalf of Town employees for salaries and wages, overtime and benefits.

PREMIUM: The amount, if any, by which the price exceeds the principal amount (par value) of a bond. Its current yield will be less than its coupon rate.

PRINCIPAL: The face value of a bond, exclusive of interest.

PROFESSIONAL SERVICES: Includes the cost of outside professional and specialized services purchased by the Town, such as consultants for special studies, outside attorneys, architectural and engineering, etc.

PROGRAM BUDGET: A budget organized by a grouping of related activities, projects and services which are similar in purpose. The expenditure focus of a program budget is related to the nature of work and services performed.

PROPERTY TAX: A tax levied on real estate and personal property. The basic rate in San Bernardino County is 1% of assessed value, of which Apple Valley receives approximately 12 cents for every dollar collected.

PROPERTY TRANSFER TAX: An assessment on real property transfers at the current rate of \$.55 per \$500 in market value, and is collected at the time of the transfer with the County receiving half the collected amount. Also known as the Documentary Transfer Tax.

PROPOSED BUDGET: The budget as formulated and proposed by the Town Manager. It is submitted to the Town Council for review and approval.

GLOSSARY OF BUDGET TERMS

RATINGS: Various alphabetical and numerical designations used by institutional investors, underwriters, and commercial rating companies to indicate bond and note creditworthiness. Standard & Poor's and Fitch Investors Service Inc. use the same system, starting with their highest rating of AAA, AA, A, BBB, BB, B, CCC, CC, C, and D for default. Moody's Investors Services uses Aaa, Aa, A, Baa, Ba, B, Caa, Ca, C, and D. Each of the services use + or – or +1 to indicate half steps in between. The top four grades are considered Investment Grade Ratings.

REFUNDING BOND: The issuance of a new bond for the purpose of retiring an already outstanding bond issue.

RETAINED EARNINGS: An equity account reflecting the accumulated earnings of Proprietary Fund types. For budgeting purposes, the working capital definition of fund balance is used.

REVENUE: Moneys that the Town receives as income such as tax payments, fees from specific services, receipts from other governments, fines, forfeitures, grants, shared revenues and interest income.

REVENUE BOND: A municipal bond whose debt service is payable solely from the revenues received from operating the facilities acquired or constructed with the proceeds of the bonds.

SELF-INSURANCE: The retention of liabilities, arising out of the ownership of property or from some other cause, instead of transferring that risk to an independent third party through the purchase of an insurance policy. The Town currently participates in the California Joint Powers Insurance Authority. The Town participates in the all-risk property protection program of the Authority. There is a \$5,000 to \$10,000 per loss deductible depending upon type of claim.

SPECIAL REVENUE FUNDS: Account for the revenue derived from specific taxes or other earmarked revenue sources (other than expendable trusts or for major capital projects) that are restricted by law or administrative action to expenditures for specified purposes.

SUPPLEMENTAL ROLL PROPERTY TAXES: Assessed on property that changes ownership during the year and is based on the difference between the new and old assessed values.

TAX BASE: The total resource of the community that is legally available for taxation.

TAXES: Compulsory charges levied by a government for the purpose of financing services performed for the common benefit. This term does not include specific charges made against particular persons or property for current or permanent benefits such as special assessments. Neither does the term include charges for services rendered only to those paying such charges as, for example, user charges.

TRUSTEE: A bank designated as the custodian of funds and official representative of bondholders. Appointed to ensure compliance with trust indenture.

UNDERWRITER: A financial institution (investment or commercial bank), which purchases a new issue of municipal securities for resale; may acquire the bonds either by negotiated sale or based on competitive bidding.

USER CHARGES: Payments made by users or customers of publicly provided services that benefit specific individuals. These services exhibit "public good" characteristics. Examples of user charges are fees paid for recreational activities, building fees, police fees, etc.

ACRONYMS

AB	Assembly Bill
AC	Air Conditioning
ADA.....	Americans with Disabilities Act
ADT	Average Daily Traffic
APA.....	American Planning Association
A/V.....	Audio/Video
AVL	Automatic Vehicle Location
BAN.....	Bank Anticipation Note
BMP	Best Management Practices
CAFR	Comprehensive Annual Financial Report
CAL OSHA	California Occupational Safety and Health Administration
CalPERS.....	California Public Employees Retirement System
CalTrans.....	California Department of Transportation
CD	Community Design
CDBG	Community Development Block Grant
CEQA.....	California Environmental Quality Act
CIP	Capital Improvement Program
CNG	Compressed Natural Gas
CO	Carbon Monoxide
COP.....	Certificates of Participation
COPS.....	Citizen's Option for Public Safety
CPI	Consumer Price Index
CSMFO.....	California Society of Municipal Finance Officers
CUP.....	Conditional Use Permit
DOJ	Department of Justice
DUI.....	Driving under the Influence
EAP	Employee Assistance Program
EDD.....	Employment Development Department
EIR.....	Environmental Impact Report
EOC.....	Emergency Operations Center
ERAF	Educational Revenue Augmentation Fund
FEMA	Federal Emergency Management Agency
FHWA	Federal Highway Administration
FTE.....	Full-Time Equivalent
FY.....	Fiscal Year
GAAP	Generally Accepted Accounting Practices
GASB.....	Governmental Accounting Standards Board
GFOA	Government Finance Officers' Association
GIS	Geographic Information System
GO	General Obligation
HUD	Housing and Urban Development
HVAC	Heating, Ventilation, Air Conditioning
IPEMA.....	International Playground Equipment Association
IT.....	Information Technology

ACRONYMS

JPA	Joint Powers Authority
JUA	Joint Use Agreement
LOS	Level of Service
LTD	Long-term Disability
M&O	Maintenance & Operation
MOU	Memorandum of Understanding
NACSLB	National Advisory Council on State and Local Budgeting
NEC	National Electric Code
NPDES	National Pollutant Discharge Elimination System
NPI	National Purchasing Institute
OPEB	Other Post Employment Benefits
OS	Official Statement
OTS	Office of Traffic Safety
PC	Personal Computer, Penal Code
PERS	Public Employees Retirement System
PPE	Personal Protective Equipment
PUC	Public Utility Commission
RAN	Revenue Anticipation Note
RDA	Redevelopment Agency
RMS	Records Management System
ROR	Rate of Return
ROW	Right-of-Way
SB	Senate Bill
SBOE	State Board of Equalization
SEC	Security and Exchange Commission
SED	Special Enforcement Detail
SEMS	Standardized Emergency Management Systems
SLESF	Supplemental Law Enforcement Services Fund
SUV	Sports Utility Vehicle
SWAT	Special Weapons and Tactics (Team)
TAN	Tax Anticipation Note
TEA	Transportation Enhancement Activities
TMC	Turning Movement Count
TOT	Transient Occupancy Tax
TPA	Third Party Administrator
TRAN	Tax and Revenue Anticipation Note
UBC	Uniform Building Code
UMC	Uniform Mechanical Code
UPC	Uniform Plumbing Code
UPS	Uninterrupted Power System
UST	Underground Storage Tank
VLF	Vehicle License Fee