

The logo features a stylized apple with a green leaf, colored in a gradient from orange to red. 

# TOWN OF APPLE VALLEY

C A L I F O R N I A



## **ADOPTED BUDGET**

**Fiscal Year July 1, 2013 - June 30, 2014**



# ***Town of Apple Valley***

Fiscal Year 2013/14

## **Adopted Budget**

### Town Officials

#### *Town Council*

Curt Emick  
*Mayor*

Art Bishop  
*Mayor Pro-Tem*



Barb Stanton  
*Councilmember*

Scott Nassif  
*Councilmember*

A Better Way of Life

Larry Cusack  
*Councilmember*

#### *Town Staff*

Frank Robinson  
*Town Manager*

John Brown, *Town Attorney*

LaVonda Pearson, *CMC, Town Clerk*

Nikki Salas, *Human Resources Director*

Captain Lana Tomlin, *Chief of Police*

Marc Puckett, *Assistant Town Manager*  
Finance and Administration

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

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Town of Apple Valley



## TOWN MANAGER'S BUDGET MESSAGE



May 28, 2013

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

I am pleased to transmit to you the adopted Fiscal Year 2013-14 Operating and Capital Improvement Budget. As adopted, including the transfers to balance the funding of the Apple Valley Golf Course and 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 while also, contributing to the Town's emergency operating reserve. 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.

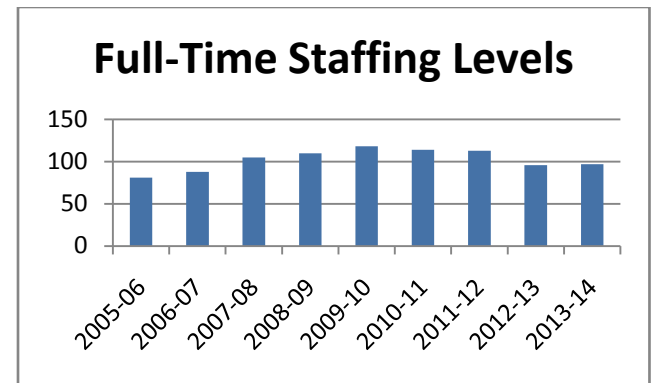
Given the high expectations of Apple Valley residents, businesses and the Town Council, development of the Fiscal Year 2013-14 adopted budget was particularly challenging. The gap between "expectations" and "fiscal reality" has gradually widened over the past several years. When coupled with one of the 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 2013-14 for all funds:

<b>ADOPTED BUDGET - ALL FUNDS</b>				
<b>Appropriations/ All Funds</b>	<b>Adopted</b>	<b>Adopted</b>	<b>Increase (Decrease)</b>	
	<b>FY 13-14</b>	<b>FY 12-13</b>	<b>Amount</b>	<b>Percent</b>
Operating Budget	\$ 49,901,384	\$ 53,088,446	\$ (3,187,062)	-6.00%
Transfers Out	22,279,568	18,392,905	3,886,663	21.13%
Capital Budget	29,720,800	20,876,070	8,844,730	42.37%
<b>Total</b>	<b>\$ 101,901,752</b>	<b>\$ 92,357,421</b>	<b>\$ 9,544,331</b>	<b>10.33%</b>

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 9 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 a series of new documents and financial schedules.

Among these new documents and schedules are a budget summary section, five debt schedules, three revenue summary schedules, and a history of assessed values within the supplemental information section. These additional documents and schedules 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. The adopted budget document is now in conformity with the award program requirements for the Government Finance Officers Association Distinguished Budget Presentation Award and we will be submitting the adopted budget to the GFOA for consideration for this award.

**GENERAL FUND ADOPTED BUDGET**

The total adopted General Fund budget is \$24.6 million, an increase of \$1.2 million over the adopted budget in FY 12-13. This net increase in appropriations resulted from a variety of sources including; a 3.5% wage increase for employees (\$188,000), increases in Sheriff's contract for public safety services (\$228,000), inclusion of a transfer to the Golf Fund to balance the budget for current operations (\$334,000), inclusion of an increase in the transfer to the Parks and Recreation Fund to balance the current operating budget, (\$67,000), increases in the Building and Safety services contract in anticipation of new permitting activity (\$94,000), increased costs of general insurance (\$50,000), funding for an upgrade to the Town's website (\$20,000), and inclusion of funding for a phone system upgrade (\$60,000).

The table below is a summary of the total resources and requirements for the adopted FY 13-14 General Fund budget:

<b>General Fund Summary</b>	
Estimated Revenues	\$ 19,371,251
Transfers In	5,412,641
Total Resources	\$ 24,783,892
Adopted Budget	24,608,985
Approp. To Fund Balance	174,907
Balance	\$ -
<i>* Accounted for in the General Fund</i>	

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

The discussions at the budget workshops will focus primarily on the adopted budget for the General Fund and the budget balancing decisions necessary to achieve a balanced budget for submission to Council for consideration. Economic factors affecting the adopted budget will also be discussed. These adjustments are summarized herein.

During preparation of the adopted budget, there was an apparent easing of the budgetary pressures encountered in prior years and previously existing in the General Fund. This easing resulted primarily from budgetary actions implemented in prior years as Council acknowledged the need to implement a series of budget strategies in the near term to reduce spending. Also, the easing was attributable to improved economic activity as recessionary conditions receded and increased business activity resulted in slight increases in related revenue streams. However, as in prior years, Council has again acknowledged the continued 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.

Working with staff from every department, a spending plan is adopted which is responsible and represents a balanced budget achieved through the multi-year budget balancing strategies that have been implemented in current and prior fiscal years.

**FINANCIAL OUTLOOK**

Apple Valley's economy is beginning to show clear signs that a recovery is well under way. Sales tax revenues, which are a good measure of the volume of retail sales activity, have been up eleven out of the last twelve quarters based upon 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. 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 measure of fiscal stability to local agencies, the State's budget dilemma over the last several years has created funding gaps for all Cities and Towns from the loss of revenues previously funded from State sources or tax increment revenues from Redevelopment Agencies. The loss of these funding sources has continued to have a direct impact on local agencies' abilities to provide basic service delivery. 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 and more services without consideration of new funding sources.

**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 13-14:

Step 1 - Appropriations Limit for FY 12-13	\$	29,861,089
Step 2 - Multiply the FY 12-13 Appropriations Limit by the cumulative growth factors for San Bernardino County		<u>1.0594</u>
Appropriations Limit FY 13-14	\$	<u>31,634,838</u>

The estimated proceeds from general tax revenues in FY 13-14 equal \$16,622,000, which is \$15,012,838 or 47.46% under the limit.

**SUMMARY**

The adopted Fiscal Year 2013-14 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 and contributes \$175,000 to the Town's emergency operating reserves. With this contribution, 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,

A handwritten signature in black ink, appearing to read 'Frank Robinson', with a long horizontal flourish extending to the right.

Frank Robinson  
Town Manager

**ADOPTED OPERATING & CAPITAL BUDGET SUMMARY**

The Fiscal Year 2013-14 Adopted Budget reflects the operating and capital spending plans for the General Fund, Special Revenue Funds, Capital Project Funds, Debt Service and Enterprise Funds. The total adopted budget for all funds is \$101.9 million, an increase of \$9.5 million or 10.33% compared to the adopted budget for FY 12-13. Table 1 illustrates these changes.

**TABLE 1**

<b>ADOPTED BUDGET - ALL FUNDS</b>					
<b>Appropriations/ All Funds</b>	<b>Adopted FY 13-14</b>	<b>Adopted FY 12-13</b>	<b>Increase (Decrease)</b>		<b>Percent of Total</b>
			<b>Amount</b>	<b>Percent</b>	
Operating Budget	\$49,901,384	\$53,088,446	\$ (3,187,062)	(6.00%)	48.97%
Transfers Out	22,279,568	18,392,905	3,886,663	21.13%	21.86%
Capital Budget	29,720,800	20,876,070	8,844,730	42.37%	29.17%
<b>Total</b>	<b>\$101,901,752</b>	<b>\$92,357,421</b>	<b>\$ 9,544,331</b>	<b>10.33%</b>	<b>100.00%</b>

**OPERATING BUDGET OVERVIEW**

In comparison to the total adopted FY13-14 budget, on an all funds basis the operating budget comprises 48.97% of the total budget. The following discussion will focus primarily on the operating budget. The adopted operating budget is \$49.9 million, a decrease of \$3,187,062 or 6.00% compared to the adopted budget in FY 12-13. Table 2 below illustrates the components and the changes of the adopted operating budget as compared to the prior fiscal year's operating budget.

**TABLE 2**

<b>OPERATING BUDGET- ALL FUNDS</b>					
<b>Expenditure Category</b>	<b>Adopted FY 13-14</b>	<b>Adopted FY 12-13</b>	<b>Increase (Decrease)</b>		<b>% of Total</b>
			<b>Amount</b>	<b>Percent</b>	
Salaries & Benefits	\$ 9,975,309	\$ 9,313,411	\$ 661,898	7.11%	19.99%
General Operating	3,619,734	3,088,860	530,874	17.19%	7.25%
Economic Development	4,149,047	4,237,814	(88,767)	(2.09%)	8.31%
Building Maintenance	237,550	293,320	(55,770)	(19.01%)	0.48%
General Fund Grants	63,550	40,000	23,550	58.88%	0.13%
Grounds Maintenance	260,050	496,525	(236,475)	(47.63%)	0.52%
PIO Events	83,000	90,000	(7,000)	(7.78%)	0.17%
Public Works	2,291,050	2,174,900	116,150	5.34%	4.59%
Culture & Recreation	240,077	249,043	(8,966)	(3.60%)	0.48%
Contract & Professional	21,130,166	21,063,557	66,609	.32%	42.34%
Vehicle & Equipment	861,665	810,440	51,225	6.32%	1.73%
Capital Equipment	71,311	2,038,609	(1,967,298)	(96.50%)	.14%
Depreciation	1,439,815	1,400,000	39,815	2.84%	2.89%
Debt Service	5,479,061	6,176,867	(697,806)	(11.30%)	10.98%
<b>Total</b>	<b>\$ 49,901,385</b>	<b>\$ 51,473,346</b>	<b>\$(1,571,961)</b>	<b>(3.05%)</b>	<b>100.00%</b>

## APPLE VALLEY, CALIFORNIA

**Salaries & Benefits:** Personnel costs increased by \$661,898 or 7.11%. Of this increase, \$188,000 is a result of the adopted cost of living adjustment (COLA) of 3.5% for the Town's employees. As a result of the economic downturn, Town employees have not received a COLA since 2008. In addition, employee's flexible benefits allowance is adopted to increase by \$35 per month from \$725 to \$760 at a total annual cost for all employees of \$20,000. The flexible benefit allowance has also not increased since 2008. In addition, personnel costs increased by \$133,000 for operation of the animal shelter. These costs were offset by new revenue from the contract with San Bernardino County for the provision of animal services in county unincorporated areas adjacent to the Town.

**Maintenance & Operations (M&O):** The maintenance and operations category includes such things as: office supplies; office equipment; electricity, gas and water for all Town-owned property including parks, medians, street lights and traffic signals; principal and interest payments on outstanding Town debt. The adopted budget for maintenance and operations accounts is \$39.0 million, a net decrease of \$318,000 or 0.81% compared to the FY 12-13 adopted budget. The major components of the decrease are:

- ❑ \$698,000 decrease in debt service expenditures.
- ❑ \$236,000 decrease in grounds maintenance expenditures.
- ❑ \$89,000 decrease in Economic Development expenditures due to staff reductions.
- ❑ \$56,000 decrease in building maintenance costs.

Also, included in the M&O adopted budget is \$5,479,061 for debt service payments on the following (descriptions of the debt can be found in the "Financial Summaries" section of the adopted budget):

- ❑ \$793,467 for Certificates of Participation (COPs).
- ❑ \$882,143 for lease revenue bonds.
- ❑ \$3,440,531 for Tax Allocation Bonds (TABs).
- ❑ \$266,326 for installment purchase agreements.

**Vehicles and Equipment/Fixed Assets:** The adopted budget includes \$932,976 funding for vehicles and equipment and fixed assets, or items that are estimated to be greater than \$5,000 in total value and are usually considered one-time or capital in nature. The majority of these capital equipment related costs relate to vehicle and equipment costs which total \$861,665 in the adopted budget.

Per the contract with the San Bernardino County Sheriff's department for the provision of public safety services to the Town, the Town is obligated to fund vehicle replacement and maintenance costs for all vehicles utilized by Sheriff's department personnel supporting the County contract with the Town. The Town is charged replacement costs on the Sheriff's department patrol vehicles, support vehicles and command vehicles that are supporting the public safety services provided to the Town. Vehicles are charged out to the Town based upon the Sheriff's established repair and replacement schedules for vehicles.

The remaining capital equipment costs of \$71,311 budgeted in the FY 13-14 adopted budget relate primarily Information Technology purchases. Primarily, fixed asset appropriations included in the adopted budget relate to an appropriation within the IT Division of \$60,000 for a phone system upgrade. In addition, the purchase of a utility cart in the amount of \$10,000 for James Woody Park and pool covers for the aquatic complex in the amount of \$5,000 are adopted within the budget for the Parks & Recreation Fund.



## APPLE VALLEY, CALIFORNIA

The total adopted FY 13-14 General Fund estimated revenue is \$19.4 million, an increase of \$1.2 million or 6.9% compared to adopted estimated revenues for FY 12-13. Table 3 illustrates the General Fund revenue sources that fund City services.

**TABLE 3**

<b>GENERAL FUND ESTIMATED REVENUES</b>					
<b>Revenue Source</b>	<b>Adopted FY 13-14</b>	<b>Adopted FY 12-13</b>	<b>Increase (Decrease)</b>		<b>Percent of Total</b>
			<b>Amount</b>	<b>Percent</b>	
Local Taxes	\$ 16,940,000	\$ 14,975,000	\$ 1,965,000	13.12%	87.45%
Fines & Fees	329,500	440,000	(110,500)	(25.11%)	1.70%
Public Services	1,204,205	1,173,460	30,745	2.62%	6.22%
Building & Safety Fees	450,000	496,000	(46,000)	(9.27%)	2.32%
Planning Fees	101,000	93,300	7,700	8.25%	0.52%
Engineering Fees	25,000	30,000	(5,000)	(16.67%)	0.13%
Other Revenues	321,546	913,250	(591,704)	(64.79%)	1.66%
Total	<u>\$ 19,371,251</u>	<u>\$ 18,121,010</u>	<u>\$ 1,250,241</u>	<u>6.90%</u>	<u>100.00%</u>

*Note: Excludes transfers in.*

**Revenues:** As a result of the slow but steady rebound in the economy, most revenue sources are projected to increase slightly. The Town has been experiencing increases in Sales Tax, Property Tax, and Transient Occupancy Tax (TOT) and expect those increases to continue into FY 13-14. Some of the property tax increase is due to a one-time increase in property tax collections due to the elimination of the Redevelopment Agency and subsequent redistribution of previously captured tax increments. While most economists generally don't expect a dramatic rebound when compared to pre FY 07-08 levels, there is a sense of optimism among most economic projections which are generally calling for a period of sustained 'slow low growth'.

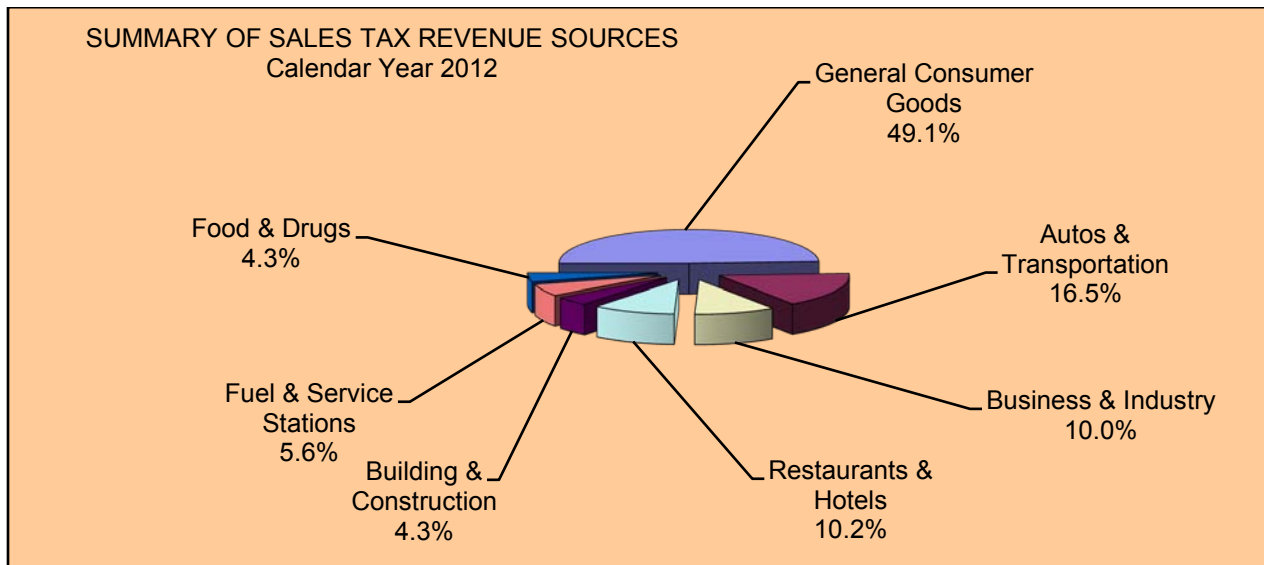
Sales & Use Tax represents the Town's second largest revenue source estimated at \$5,499,000 or 22.18% of the total General Fund estimated revenues for FY 13-14. This amount includes the \$1.4 million sales tax backfill payment from the State in the form of property taxes (accounted for as Sales Tax In-Lieu), and represents an increase of \$22,000 compared to the adopted estimated revenue in FY 12-13. The backfill from the State is the result of the "triple flip" that was approved by the voters in November 2004 under Proposition 57 to finance the State's Economic Recovery Bonds. Under this Proposition, the State took one fourth of the local agencies' sales tax and backfilled it with a like amount in property taxes from the Educational Revenue Augmentation Fund (ERAF). The State estimates the "triple flip" will continue for 13 years or until the bonds are paid off.

The State Board of Equalization administers the collection of sales tax and remits the collections to local governments: 30% for the first month of each quarter, another 30% the second month, and 40% at the end of the quarter with a "clean-up" payment. The sales tax backfill portion of the payment is remitted twice a year, in January and May, and a final "clean-up" payment is made in January of the following fiscal year. Apple Valley's sales tax base has consistently trended upward over the last three years. This reliability of the sales tax revenue source is due to the diversity of the types of businesses and retailers located within the Town. While the sales tax revenue category had been most directly affected by the recession, based upon the last ten consecutive quarters, it appears that Sales Tax revenues have consistently begun to move upward at a slow gradual pace. Staff is estimating that sales tax revenues will remain flat to slightly increasing when compared to both the FY 12-13 adopted and revised revenue estimates.

## APPLE VALLEY, CALIFORNIA

Graph 1 illustrates the types of businesses and industries that generated sales tax revenues for the Town in calendar year 2012.

### GRAPH 1



Property Tax is the single largest source of revenue for the Town. The FY 13-14 estimated revenue from property tax is \$8,198,000 or 33.08% of the total General Fund revenues. This amount is only \$28,000 more than the adopted FY 12-13 estimated property tax revenues. This slight increase of approximately 0.3% in revenue is attributed to the slow growth in property values anticipated to continue for at least the next fiscal year. In previous years, declining market values were depressed property tax revenues by as much as 40% in some areas of the Town. However, over the last year, property values have stabilized and begun to rise on a month-over-month basis. While market values of property in the Town are still at reduced levels when compared to assessed values prior to the recession, there is still a large portion of the property tax base that is assessed less than current market value per Proposition 13. These properties may experience Prop. 8 recoveries or increases in assessed values above 2% up to the Prop. 13 limit over the next year. As such, there is an expectation that the assessed values of those properties will increase at a rate greater than 2% over the next year thereby increasing property tax revenues for the Town.

The VLF (Vehicle License Fee) Swap is the result of the State's action in 2003 to permanently reduce the Vehicle License Fee from 2% to 0.65%. In the past, local government received its full share of the revenues from the 2% rate. When the State reduced the rate, the State also promised to make local governments whole by backfilling the lost revenue with a like amount in property tax revenues. This backfill payment is linked directly to the growth in property tax revenues. Apple Valley has experienced some revenue losses from the swap as most property values have fallen since the recession began in May, 2007. Although the recession ended in June, 2009, property values in the Town have yet to recover losses in property values.

Franchise fees represent the Town's third largest source of revenue. Currently, the Town collects electric franchise fees from Southern California Edison, gas franchise fees from Southwest Gas Company, cable franchise fees from Cable providers and Solid Waste Hauler's franchise fees from the Town's waste hauler. For FY 13-14, estimated revenue for all Franchise Fees is \$1,830,000, which represents 7.38% of the total General Fund revenue. The estimated revenue reflects a net increase of \$130,000 or 7.65% over the FY 12-13 estimate.

Contract payments for animal sheltering services with the County of San Bernardino represent the Town's fourth largest source of revenue. The FY 13-14 revenue estimate from this source is \$303,705, which represents 1.22% of the total General Fund revenues. This revenue is a new revenue source to the Town since the County began contracting with the Town for animal sheltering services beginning in January, 2013.

Descriptions, assumptions, and a ten-year historical trend on the General Fund revenue sources by major categories can be found within the "Financial Summaries" section of this document.



APPLE VALLEY, CALIFORNIA

**OTHER GOVERNMENTAL FUNDS**

To gain a better understanding of the budget as a whole, the General Fund budget is compared to the entire budget covering all governmental funds. Table 4 illustrates this relationship.

**TABLE 4**

<b><u>GOVERNMENTAL FUNDS ADOPTED BUDGET</u></b>					
<b><u>Fund Types</u></b>	<b><u>Adopted FY 13-14</u></b>	<b><u>Adopted FY 12-13</u></b>	<b><u>Increase/(Decrease) Amount      Percent</u></b>		<b><u>Percent of Total</u></b>
General Fund *	\$ 24,608,985	\$ 23,214,010	\$ 1,394,975	6.01%	38.10%
Special Revenue Funds *	14,830,736	13,760,217	1,070,519	7.78%	22.96%
Capital Projects Funds *	25,158,700	14,712,609	10,446,091	71.00%	38.95%
Total Governmental Funds	<u>\$ 64,598,421</u>	<u>\$ 51,686,836</u>	<u>\$12,911,585</u>	<u>24.98%</u>	<u>100.00%</u>

*\*Includes transfers out*

The following Table 5 illustrates the other governmental funds' resources and uses. A brief description of each fund and its budgeted appropriations is listed within the "Fund Summaries" section of the budget. For funds that show appropriations exceeding the estimated revenues available (shown in brackets), undesignated fund balances will be used to cover the projected shortfall.

**TABLE 5**

<b><u>OTHER GOVERNMENTAL FUNDS RESOURCES/APPROPRIATIONS</u></b>			
<b><u>Fund</u></b>	<b><u>Estimated Resources FY 13-14</u></b>	<b><u>Adopted Appropriations FY 13-14</u></b>	<b><u>Revenues Over (Under) Appropriations</u></b>
Gas Tax*	\$ 2,342,305	\$ 2,110,392	\$ 231,913
Article 8*	350,000	420,000	(70,000)
Measure I	2,105,650	4,359,150	(2,253,500)
Air Pollution Control	47,450	47,320	130
Community Development Block Grant	779,661	779,661	-
NSP3	631,233	631,233	-
Apple Valley Home	1,087,893	1,087,893	-
Victorville Home	283,206	283,206	-
Cal Home	1,284,673	1,284,673	-
Parks & Recreation*	3,470,141	3,470,141	-
Quimby	10,500	-	10,500
Police Grants*	196,817	196,817	-
Assessment District LL	325,350	160,250	165,100
Capital Projects Funds*	20,307,000	25,158,700	(4,851,700)
Total Other Governmental Funds	<u>\$ 33,221,879</u>	<u>\$ 39,989,436</u>	<u>(\$ 6,767,557)</u>

*\* Includes transfers in and out*

**APPLE VALLEY, CALIFORNIA**

**CAPITAL IMPROVEMENT PROJECTS**

The Town’s Seven-Year Capital Improvement Program (CIP) is listed within the “Capital Improvement Program” section of the adopted budget. This section provides comprehensive, detailed information on each of the capital projects that the Town plans to undertake in the coming fiscal year and beyond. Twenty-seven capital improvement projects totaling \$29.7 million are adopted for funding in FY 13-14, an increase of \$8.8 million or 42.30% over the adopted CIP in FY 12-13.

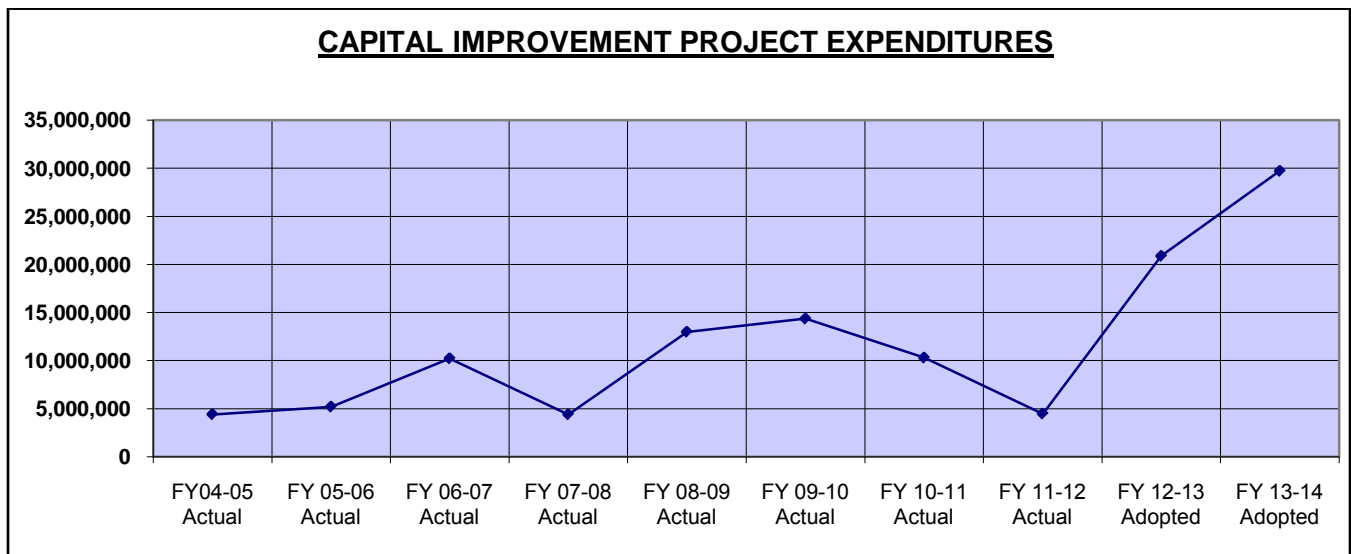
Table 6 is a summary of adopted projects by program category. Further detail of each CIP is included within the “Capital Improvement Program” section of this document.

**TABLE 6**

<b><u>CAPITAL IMPROVEMENT PROJECTS</u></b>	
<b><u>Program Category:</u></b>	<b><u>Adopted FY 13-14</u></b>
Preliminary Design	\$ 922,650
Full Design	846,500
Construction	27,936,700
<b>Total</b>	<b>\$ 29,705,850</b>

The following graph illustrates how much the Town has expended to improve and maintain its infrastructure including streets; curbs and sidewalks; storm drains; traffic operations; parks, parkways, and medians; and buildings and facilities. Over the last 10 years, the Town has spent/appropriated approximately \$117 million or an average of \$11.7 million a year for capital improvements.

**GRAPH 2**



APPLE VALLEY, CALIFORNIA

**Use of fund balances:** During times of emergency or due to other needs, the Town may utilize its general operating reserve, which is part of the “committed” and “unassigned” portions, of General Fund fund balance if circumstances warrant. The General Fund fund balance should be distinguished from other fund balances. Special Revenue Funds and Capital Projects Funds fund balances are earmarked for specific uses based upon the criteria for which these funds were established. These types of funds may accumulate monies for future appropriations. For example, when the Town is ready and able to embark upon a capital improvement project or special program that meets the specific requirements for the use of the funds, appropriations from fund balances may be used.

A summary schedule of estimated available fund balances for all funds is found on the “Calculations of Projected Fund Balances” schedule included within the “Financial Summaries” section of this document. Table 7 below lists the estimated fund balances recommended to be used to support the FY 13-14 adopted budget.

**TABLE 7**

<b><u>ESTIMATED FUND BALANCES TO BE USED</u></b>	
<b><u>Fund</u></b>	<b><u>Amount</u></b>
Article 8	\$ 70,000
Measure I	2,253,500
Capital Improvement TIF Fund	4,928,000
Storm Drains Fund	8,500
Wastewater Fund	246,135
Solid Waste fund	1,038,497
AV RDA Successor Agency Fund	14,000,000
Total Use of Fund Balances	<u>\$ 22,544,632</u>

**Property and Business Improvement District (PBID):** Information on the Apple Valley Village PBID may be found within the “PBID” section of this budget document. The Town acts as trustee and custodian of PBID funds although the Town does not exercise direct control over PBID activities.

**Redevelopment Agency (RDA):** Information on the Successor Agency to the Town’s dissolved Redevelopment Agency may be found within the “RDA” section of this budget document. Although the RDA is a separate legal entity, the Town is considered the “sponsoring entity.”

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Town of Apple Valley



A Better Way of Life

# Town of Apple Valley Fiscal Year 2013-14 Adopted Budget Table of Contents

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Town of Apple Valley



**RESOLUTION NO. 2013-22**

**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 2013-14**

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 Assistant Town Manager of Finance and Administration have heretofore submitted to the Town Council a proposed budget for the Town for Fiscal Year 2013-14, 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 Assistant Town Manager of Finance and Administration; 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 2013-14 is \$31,634,838 (Thirty One Million Six Hundred Thirty Four Thousand Eight Hundred Thirty Eight Dollars), and the total annual tax revenues subject to such limitation for Fiscal Year 2013-14 are estimated to be \$16,622,000; 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 2013-14.

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 Assistant Town Manager of Finance and Administration 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 2013-14, the amount of Total Operating and Capital Budget Appropriation 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 2013-14 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 2013-14 Operating and Capital Improvement Budget programs are hereby adopted, establishing the following expenditure levels:

<b><u>DEPARTMENT</u></b>	<b><u>2013-14 ADOPTED BUDGET</u></b>
1. Town Council	\$ 197,798
2. Town Attorney	250,000
3. Town Manager	504,906
4. Finance	1,163,998
5. Town Clerk	390,312
6. Public Information	477,558
7. Human Resources	394,743
8. Information Systems	542,378
9. General Government	2,111,127
10. Public Facilities	2,392,934
11. Public Safety/Police	11,475,731
12. Emergency Preparedness	39,848
13. Animal Control Services	1,819,102
14. Public Services	433,167
15. Code Enforcement	966,078
16. Building & Safety	282,215
17. Engineering Service	350,600
18. Planning Services	719,950
19. Economic Development	96,540
20. Street Maintenance Fund (Gas Tax)	2,110,392
21. Local Transportation Fund	420,000

22. Measure I	4,359,150
23. Air Pollution Control	47,320
24. CDBG	779,661
25. NSP3	631,233
26. Apple Valley Home	1,087,893
27. Victorville Home	283,206
28. Cal Home	1,284,673
29. Parks & Recreation	3,470,141
30. Police Grants	196,817
31. Assessment District LL	160,250
32. Capital Improvement TIF Fund	24,211,000
33. Storm Drains	100,000
34. Project Manager Grants	847,700
35. Waste Management Fund	11,041,509
36. Wastewater Enterprise Fund	5,452,785
37. Apple Valley Golf Course	1,195,492
38. Debt Service Funds	1,627,150
39. Redevelopment Agency	<u>17,986,395</u>

**TOTAL OPERATING & CAPITAL EXPENDITURES    \$101,901,752**

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

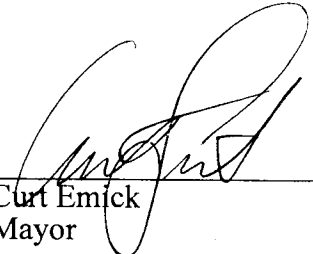
1. General Fund	\$24,783,892
2. Street Maintenance Funds (Gas Tax)	2,342,305
3. Transportation Fund	350,000
4. Measure I	2,105,650
5. Air Pollution Control	47,450
6. CDBG	779,661
7. NSP3	631,233
8. Apple Valley Home	1,087,893
9. Victorville Home	283,206
10. Cal Home	1,284,673
11. Parks & Recreation	3,470,141
12. Quimby	10,500
13. Police Grants	196,817
14. Assessment District LL	325,350
15. Capital Improvement Projects Funds	20,307,000
16. Waste Management Fund	10,003,012
17. Wastewater Enterprise Fund	5,206,650
18. Apple Valley Golf Course	1,195,492
19. Debt Service Fund	1,627,150
20. Redevelopment Agency	<u>3,986,395</u>

**TOTAL OPERATING AND CAPITAL REVENUES    \$80,024,470**

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 by the Town Council of the Town of Apple Valley this 11<sup>th</sup> day of June, 2013.**



---

Curt Emick  
Mayor

ATTEST:



---

La Vonda M. Pearson  
Town Clerk

**RESOLUTION NO. 2013- 23**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF  
APPLE VALLEY ESTABLISHING THE 2013-14 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 2013-14 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 2012-13 Fiscal Year Appropriation Limit of \$29,861,089 (Twenty Nine Million, Eight Hundred Sixty One Thousand, Eighty 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 2013-14 Appropriation Limit:

Per Capita Personal Income Change for Fiscal Year 2013-14: 5.12%

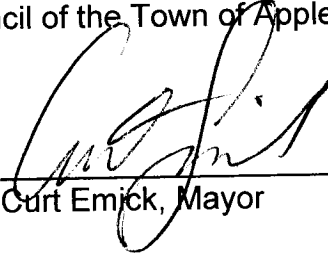
Population Adjustment for 2012: .78%

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 2013-14 Appropriation Limit of the Town of Apple Valley to be \$31,634,838 (and said sum is hereby determined and established as the appropriation limit for the Town of Apple Valley for Fiscal Year 2013-14).

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

**APPROVED** and **ADOPTED** by the Town Council of the Town of Apple Valley this 11<sup>th</sup> day of June, 2013.

  
Curt Emick, Mayor

**ATTEST:**

  
LaVonda M-Pearson, Town Clerk

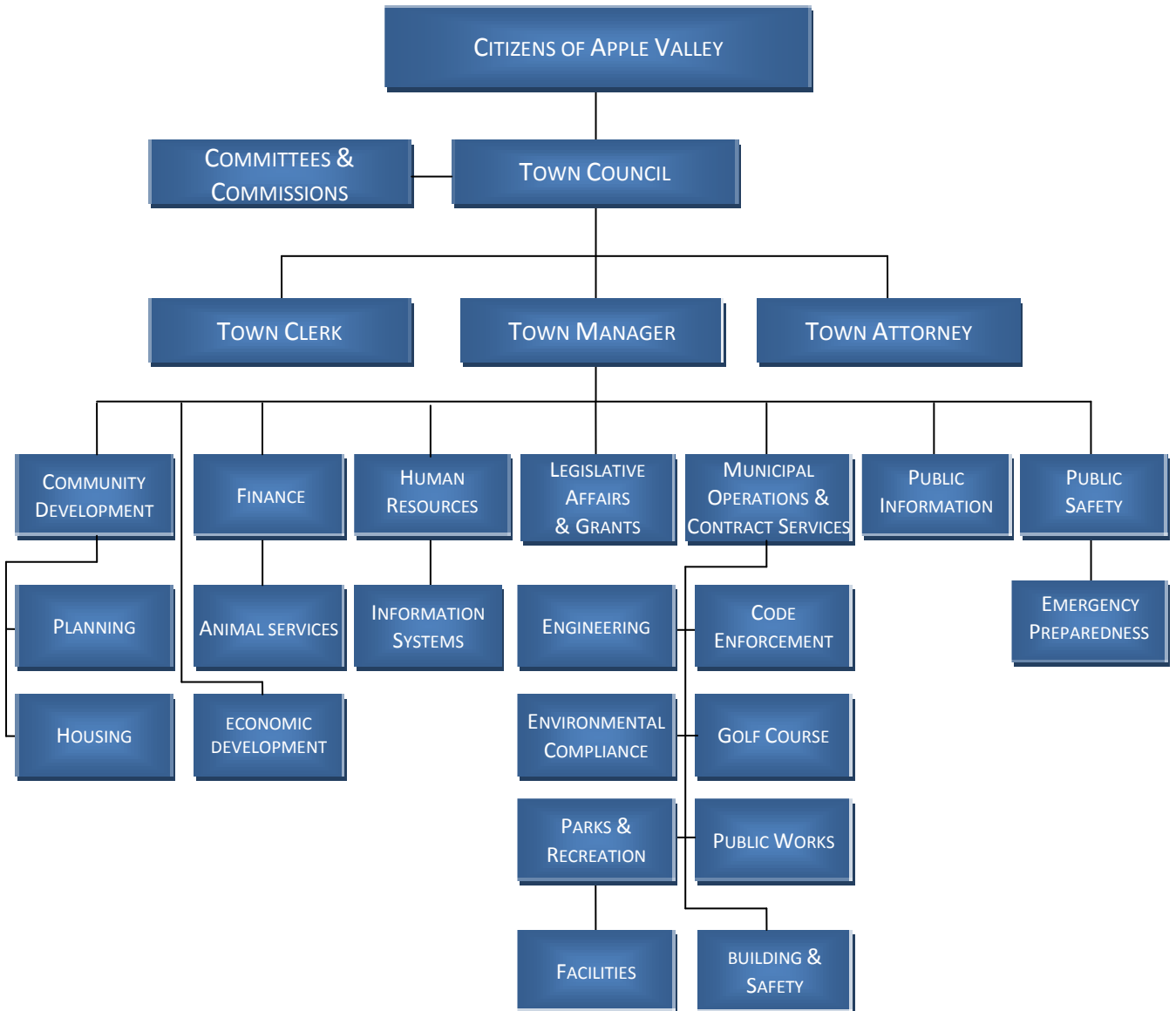
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Town of Apple Valley

# Town of Apple Valley ORGANIZATIONAL CHART

Fiscal Year 2013-2014



## 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.

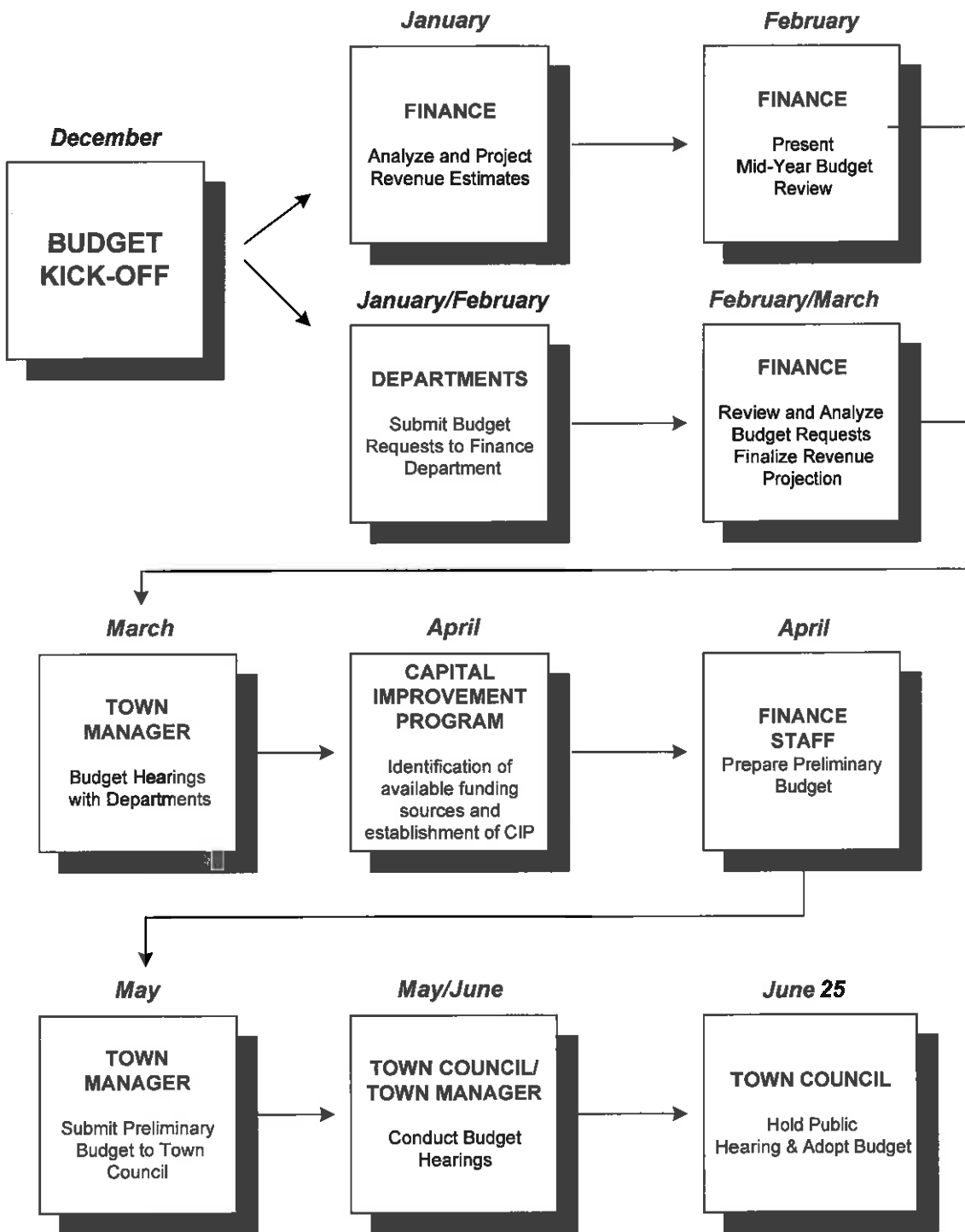
**Basis of accounting:** The Town uses the modified accrual basis of accounting for governmental funds. Revenues are recorded when measurable and available to fund current expenditures. Expenditures are recorded when the services are substantially performed or the goods have been received and the liabilities 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 2013-2014**



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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 (STREET MAINTENANCE) – 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 are restricted in use and 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.

**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.

**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.

## DESCRIPTION OF FUNDS & FUND TYPES

**HOME FUND – 2310/2320/2330:** 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 – 2420:** 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 reports 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 reports 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 reports 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 – 4710/4720/4730/4740/4750/4770:** This fund accounts for funds received to mitigate the impact of new development on the Town's infrastructure.

**CAPITAL PROJECTS FUND - 4410:** 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.



## DESCRIPTION OF FUNDS & FUND TYPES

**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.

### ***TRUST FUNDS***

**REDEVELOPMENT OBLIGATION RETIREMENT FUND (PA1) – 2725:** This fund accounts for the Successor Agency dissolution activities associated with the former Redevelopment Agency project area number 1 (VVEDA).

**REDEVELOPMENT OBLIGATION RETIREMENT FUND (PA2) – 2730:** This fund accounts for the Successor Agency dissolution activities associated with the former Redevelopment Agency project area number 2.

### ***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)

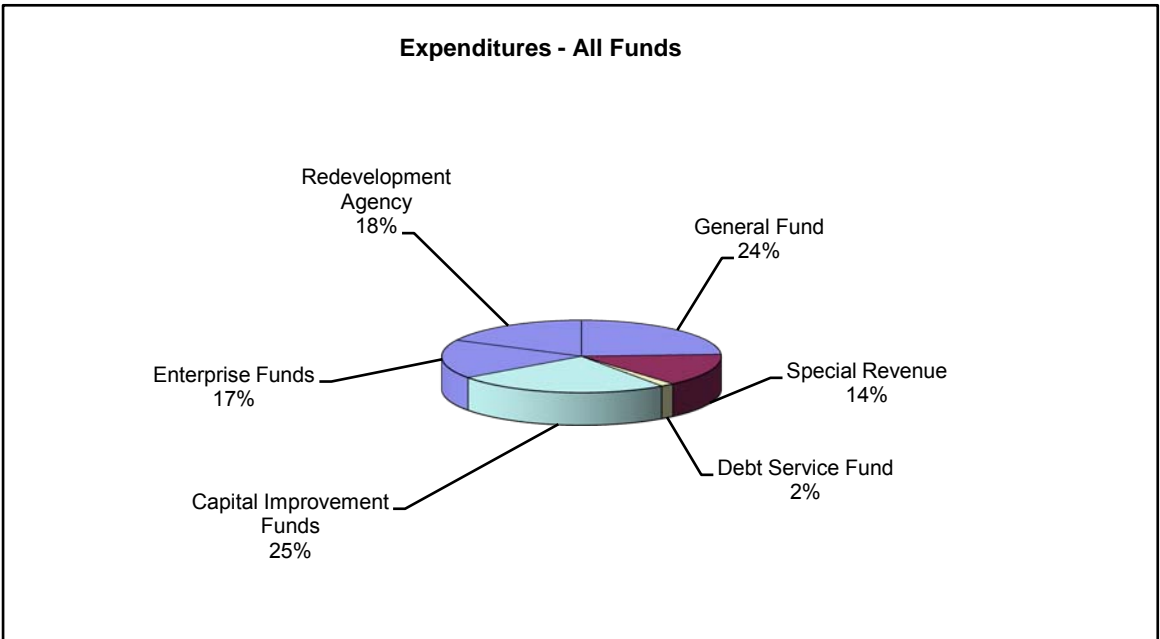
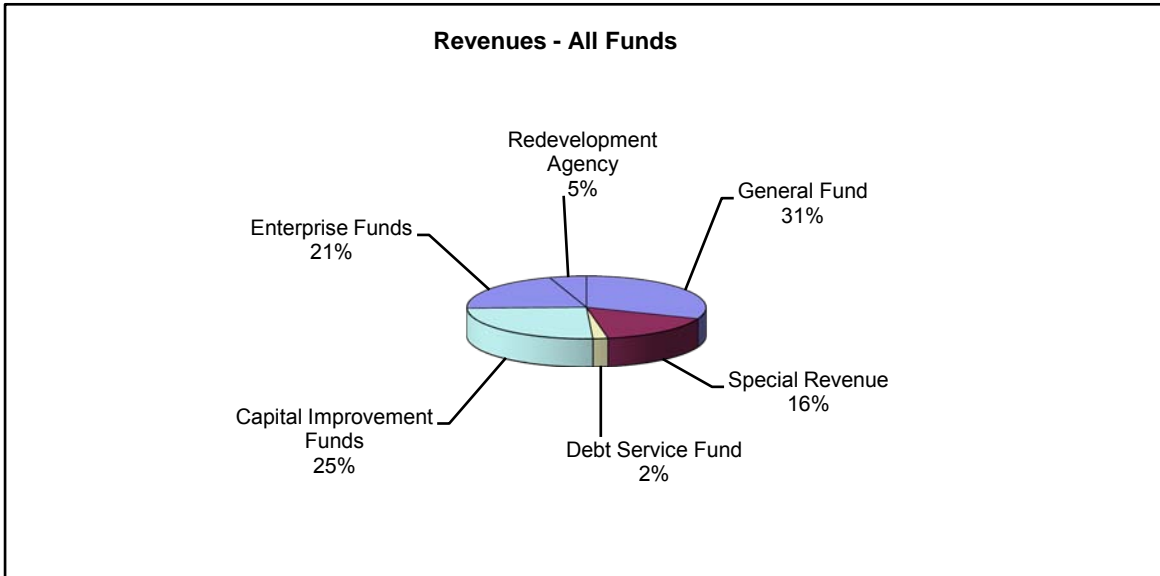
Infrastructure  
Repairs/Maintenance/Improvements  
Permanent facilities  
Environmental facilities

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

## Town of Apple Valley

### Fiscal Year 2013/2014 - Summary of All Funds

<b>Revenues:</b>			<b>Expenditures:</b>	
General Fund	\$24,783,892		General Fund	\$24,608,985
Special Revenue	12,914,879		Special Revenue	14,830,736
Debt Service	1,627,150		Debt Service	1,627,150
Capital Improvement Funds	20,307,000		Capital Improvement Funds	25,158,700
Enterprise Funds	16,405,154		Enterprise Funds	17,689,786
Redevelopment Agency	3,986,395		Redevelopment Agency	17,986,395
<b>Total Revenues</b>	<b><u>\$80,024,470</u></b>		<b>Total Expenditures</b>	<b><u>\$101,901,752</u></b>



**Town of Apple Valley**  
**CALCULATION OF PROJECTED FUND BALANCES**  
for the Fiscal Year Ending June 30, 2014

<b>Fund Description</b>	<b>Projected Fund Balances 07/01/13</b>	<b>Estimated Revenues FY 13-14</b>	<b>Adopted Operating Budget FY 13-14</b>
<b>General Fund</b>	<b>17,759,728</b>	<b>19,371,251</b>	<b>22,074,058</b>
<b>Special Revenue Funds:</b>			
Gas Tax Fund	270,721	2,042,305	1,230,860
Article 8	79,348	350,000	-
Measure I Local 2040	5,831,255	2,045,650	-
Air Pollution Control	85,915	47,450	47,320
CDBG	-	779,661	779,661
NSP 3	-	631,233	631,233
Apple Valley Home	-	1,087,893	1,087,893
Victorville Home	-	283,206	283,206
Cal Home	-	1,284,673	1,284,673
Parks & Recreation	(5,617,761)	2,924,256	3,078,971
Quimby Funds	20,919	10,500	-
Police Grants	-	196,817	196,817
Asset Seizure	18,578	-	-
Drug & Gang Prevention	2,952	-	-
Assessment District LL	1,063,649	325,350	160,250
<b>Subtotal Special Revenue Funds</b>	<b>1,755,576</b>	<b>12,008,994</b>	<b>8,780,884</b>
<b>Debt Service Funds:</b>			
1999 COPS	-		410,000
2001 COPS	-		332,000
2007 Town Hall	-		885,150
<b>Subtotal Debt Service Funds</b>	<b>-</b>	<b>-</b>	<b>1,627,150</b>

<b>Adopted Capital Budget FY 13-14</b>	<b>Total Adopted Budget FY 13-14</b>	<b>Estimated Revenues Over (Under) Proposed Budget</b>	<b>Transfers In</b>	<b>Transfers Out</b>	<b>Projected Ending Fund Balances 06/30/14</b>
<b>28,000</b>	<b>22,102,058</b>	<b>(2,730,807)</b>	<b>5,412,641</b>	<b>2,506,927</b>	<b>17,934,635</b>
-	1,230,860	811,445	300,000	879,532	502,634
60,000	60,000	290,000	-	360,000	9,348
4,359,150	4,359,150	(2,313,500)	60,000		3,577,755
-	47,320	130	-	-	86,045
-	779,661	-	-	-	-
-	631,233	-	-	-	-
-	1,087,893	-	-	-	-
-	283,206	-	-	-	-
-	1,284,673	-	-	-	-
-	3,078,971	(154,715)	545,885	391,170	(5,617,761)
-	-	10,500	-	-	31,419
-	196,817	-	-	-	-
-	-	-	-	-	18,578
-	-	-	-	-	2,952
-	160,250	165,100	-	-	1,228,749
<b>4,419,150</b>	<b>13,200,034</b>	<b>(1,191,040)</b>	<b>905,885</b>	<b>1,630,702</b>	<b>(160,281)</b>
	410,000	(410,000)	410,000		-
	332,000	(332,000)	332,000		-
	885,150	(885,150)	885,150		-
<b>-</b>	<b>1,627,150</b>	<b>(1,627,150)</b>	<b>1,627,150</b>	<b>-</b>	<b>-</b>

**Town of Apple Valley**  
**CALCULATION OF PROJECTED FUND BALANCES**  
for the Fiscal Year Ending June 30, 2014

<b>Fund Description</b>	<b>Projected Fund Balances 07/01/13</b>	<b>Estimated Revenues FY 13-14</b>	<b>Adopted Operating Budget FY 13-14</b>
<b>Capital Improvement Funds:</b>			
NAVISP	1,641,171	4,000	-
Capital Improvement TIF Fund	8,776,009	5,283,000	-
Animal Control Facilities	100,624	3,550	-
Law Enforcement Facilities	29,753	24,100	-
General Government Facilities	62,540	30,000	-
Public Meeting Facilities	75,001	15,150	-
Aquatic Facilities	48,354	5,100	-
Storm Drains	594,511	91,500	-
Sanitary Sewer Facilities	940,805	2,900	-
Project Manager Grants	-	847,700	-
<b>Subtotal Capital Projects Funds</b>	<b>12,268,768</b>	<b>6,307,000</b>	<b>-</b>
<b>Total Governmental Funds</b>	<b>31,784,072</b>	<b>37,687,245</b>	<b>32,482,092</b>
<b>Enterprise Funds:</b>			
Wastewater	29,952,292	5,206,650	3,788,842
Solid Waste	3,467,612	10,003,012	8,463,513
Apple Valley Golf Course	(1,406,381)	861,600	1,195,492
<b>Total Enterprise Funds</b>	<b>32,013,523</b>	<b>16,071,262</b>	<b>13,447,847</b>
<b>Redevelopment Agency</b>			
VVEDA Successor Agency Fund	3,967,938	1,331,163	1,331,163
AV RDA Successor Agency Fund	22,007,405	2,655,232	2,655,232
VVEDA Debt Service (80%)	-		
PA#2 Debt Service (80%)	-		
VVEDA Low/Mod (20%)	-		
PA#2 Low/Mod (20%)	-		
VVEDA - Capital Projects	-		
PA#2 - Capital Projects	-		
	<b>25,975,343</b>	<b>3,986,395</b>	<b>3,986,395</b>
<b>GRAND TOTAL</b>	<b>89,772,938</b>	<b>57,744,902</b>	<b>49,916,334</b>

<b>Adopted Capital Budget FY 13-14</b>	<b>Total Adopted Budget FY 13-14</b>	<b>Estimated Revenues Over (Under) Proposed Budget</b>	<b>Transfers In</b>	<b>Transfers Out</b>	<b>Projected Ending Fund Balances 06/30/14</b>
-	-	4,000	-	-	1,645,171
24,211,000	24,211,000	(18,928,000)	14,000,000	-	3,848,009
-	-	3,550	-	-	104,174
-	-	24,100	-	-	53,853
-	-	30,000	-	-	92,540
-	-	15,150	-	-	90,151
-	-	5,100	-	-	53,454
100,000	100,000	(8,500)	-	-	586,011
-	-	2,900	-	-	943,705
847,700	847,700	-	-	-	-
<b>25,158,700</b>	<b>25,158,700</b>	<b>(18,851,700)</b>	<b>14,000,000</b>	<b>-</b>	<b>7,417,068</b>
<b>29,605,850</b>	<b>62,087,942</b>	<b>(24,400,697)</b>	<b>21,945,676</b>	<b>4,137,629</b>	<b>25,191,422</b>
100,000	3,888,842	1,317,808	-	1,563,943	29,706,157
-	8,463,513	1,539,499	-	2,577,996	2,429,115
-	1,195,492	(333,892)	333,892	-	(1,406,381)
<b>100,000</b>	<b>13,547,847</b>	<b>2,523,415</b>	<b>333,892</b>	<b>4,141,939</b>	<b>30,728,891</b>
-	1,331,163	-	-	-	3,967,938
-	2,655,232	-	-	14,000,000	8,007,405
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	<b>3,986,395</b>	<b>-</b>	<b>-</b>	<b>14,000,000</b>	<b>11,975,343</b>
<b>29,705,850</b>	<b>79,622,184</b>	<b>(21,877,282)</b>	<b>22,279,568</b>	<b>22,279,568</b>	<b>67,895,656</b>

**FOUR-YEAR BUDGET SUMMARY  
ALL FUNDS (INCLUDING TRANSFERS)**

**FISCAL YEARS 2010-2011 THROUGH 2013-2014**

The following is a four-year budget summary that includes all governmental and proprietary funds. This summary presentation **excludes** the Town's Successor Agency to the former Redevelopment Agency. As a result, transfers "in" and transfers "out" do not equal.

<b>Revenues &amp; Other Sources</b>	<b>FY 10-11 Actual</b>	<b>FY 11-12 Actual</b>	<b>FY 12-13 Actual</b>	<b>FY 13-14 Adopted</b>
Taxes	22,402,443	20,472,485	21,010,127	23,303,625
Fines & Fees	14,853,962	14,750,137	16,049,600	16,098,362
Public Services	1,335,973	1,118,926	1,468,957	1,401,022
Community Development	5,053,244	7,091,401	7,312,440	12,083,472
Other Revenue	721,846	1,087,370	934,675	681,946
Rental	121,290	106,699	100,000	60,000
Investment Income	271,848	77,196	156,290	130,080
Transfers In	3,379,096	6,516,700	20,008,005	22,279,568
<b>Total Revenues &amp; Other Sources</b>	<b>\$ 48,139,702</b>	<b>\$ 51,220,914</b>	<b>\$ 67,040,094</b>	<b>\$ 76,038,075</b>
 <b><u>Expenditures &amp; Other Uses</u></b>				
Protection of Persons & Property	12,046,223	12,498,666	12,484,056	12,998,009
Public Services/Municipal Operations	17,667,548	14,759,725	14,372,716	14,504,624
Community Development	4,072,787	2,199,198	5,798,691	5,233,756
Transportation	2,515,604	2,060,012	1,326,260	1,391,110
Leisure & Community Services	5,679,156	4,630,949	4,107,698	4,259,513
General Government Support	6,852,147	6,441,863	5,752,770	5,985,627
Capital Improvement Projects	2,644,502	1,583,950	20,876,070	29,720,800
Debt Service:				
Principal Payments*	918,022	951,257	1,059,600	1,090,400
Interest Payments*	503,534	473,953	470,700	451,950
Transfers Out*	3,379,096	6,516,700	7,608,005	8,279,568
<b>Total Expenditures &amp; Other Uses</b>	<b>\$ 56,278,619</b>	<b>\$ 52,116,273</b>	<b>\$ 73,856,566</b>	<b>\$ 83,915,357</b>
<b>Net Change</b>	<b>\$ (8,138,917)</b>	<b>\$ (895,359)</b>	<b>\$ (6,816,472)</b>	<b>\$ (7,877,282)</b>

\* Included under General Government Support in other presentations in the document.



## SCHEDULE OF INTERFUND TRANSFERS

FISCAL YEAR 2013-2014

FUND	TRANSFERS IN	TRANSFERS OUT
General Fund - 1001	\$ 879,532	
General Fund - 1001	391,170	
General Fund - 1001	1,563,943	
General Fund - 1001	1,797,996	
General Fund - 1001	780,000	
General Fund - 1001		545,885
General Fund - 1001		1,627,150
General Fund - 1001		333,892
Street Maintenance - 2010	300,000	
Street Maintenance - 2010		879,532
Local Transportation Fund - 2015		300,000
Local Transportation Fund - 2015		60,000
Measure I Fund - 2021	60,000	
Parks & Recreation - 2510	545,885	
Parks & Recreation - 2510		391,170
Debt Service Fund - 2730		14,000,000
Debt Service Funds - 4105,4106,4108	1,627,150	
CIP - Transportation Impact Fees - 4410	14,000,000	
Wastewater - 5010		1,563,943
Waste Management - 5510		1,797,996
Waste Management - 5510		780,000
Apple Valley Golf Course - 5710	333,892	
<b>Total</b>	<b>\$ 22,279,568</b>	<b>\$ 22,279,568</b>

- 1 Operating Transfers
- 2 Franchise Fee from Solid Waste
- 3 To Parks & Recreation from General Fund
- 4 Article 8 funds to Street Maintenance
- 5 Bond Proceeds for Yucca Loma Bridge
- 6 Transfer from General Fund Public Facilities to Debt Service Funds
- 7 To AVGC from General Fund
- 8 Transfer from Local Transportation fund to Measure I Fund

**BUDGET COMPARISON  
BY FUND/BY DEPARTMENT**

<u>Fund/Department</u>	<u>FY 10-11 Actual</u>	<u>FY 11-12 Actual</u>	<u>FY 12-13 Adopted</u>	<u>FY 13-14 Adopted</u>
<b><u>General Fund (1001)</u></b>				
Town Council	\$ 140,315	\$ 201,183	\$ 195,715	\$ 197,798
Town Attorney	480,734	586,580	221,800	250,000
Town Manager	216,683	626,958	447,696	504,906
Finance	107,428	1,077,791	1,037,851	1,163,998
Town Clerk	214,863	352,668	388,565	390,312
Public Information	160,416	368,162	431,199	477,558
Human Resources	184,277	458,428	340,900	394,743
Information Technology	183,536	638,607	480,034	542,378
General Government	293,558	1,982,270	1,586,412	2,111,127
Public Facilities	1,429,442	1,504,729	2,390,910	2,392,934
Public Safety	10,589,317	10,961,408	11,120,976	11,475,731
Emergency Preparedness	87,601	72,245	25,275	39,848
Animal Control	673,681	740,726	723,936	755,053
Animal Shelter	850,753	863,885	992,641	1,064,049
Public Services - Administration	49,367	470,658	460,628	433,167
Code Enforcement	1,032,233	1,024,428	916,320	966,078
Building & Safety	262,639	252,632	188,465	282,215
Economic Development	-	145	78,834	96,540
Engineering	329,710	336,052	350,600	350,600
Community Development	965,978	743,198	727,203	719,950
<b>Subtotal Fund 1001</b>	<b><u>\$ 18,252,531</u></b>	<b><u>\$ 23,262,753</u></b>	<b><u>\$ 23,105,960</u></b>	<b><u>\$ 24,608,985</u></b>
<b><u>Gas Tax Fund (2010)</u></b>				
Street Maintenance	\$ 2,340,195	\$ 1,919,555	\$ 1,927,213	\$ 2,110,392
<b>Subtotal Fund 2010</b>	<b><u>\$ 2,340,195</u></b>	<b><u>\$ 1,919,555</u></b>	<b><u>\$ 1,927,213</u></b>	<b><u>\$ 2,110,392</u></b>
<b><u>Article 8 (2015)</u></b>				
Street Capital Projects	\$ 525,269	\$ -	\$ 275,394	\$ 420,000
<b>Subtotal Fund 2015</b>	<b><u>\$ 525,269</u></b>	<b><u>\$ -</u></b>	<b><u>\$ 275,394</u></b>	<b><u>\$ 420,000</u></b>
<b><u>Measure I - Local (2021)</u></b>				
Street Capital Projects	\$ 25,816	\$ 711,817	\$ 3,349,500	\$ 4,359,150
<b>Subtotal Fund 2021</b>	<b><u>\$ 25,816</u></b>	<b><u>\$ 711,817</u></b>	<b><u>\$ 3,349,500</u></b>	<b><u>\$ 4,359,150</u></b>
<b><u>Air Pollution Control (2040)</u></b>				
Transit	\$ 25,000	\$ 70,000	\$ 47,320	\$ 47,320
<b>Subtotal Fund 2040</b>	<b><u>\$ 25,000</u></b>	<b><u>\$ 70,000</u></b>	<b><u>\$ 47,320</u></b>	<b><u>\$ 47,320</u></b>
<b><u>CDBG (2120)</u></b>				
Community Development	\$ 632,282	\$ 449,412	\$ 931,054	\$ 779,661
<b>Subtotal Fund 2120</b>	<b><u>\$ 632,282</u></b>	<b><u>\$ 449,412</u></b>	<b><u>\$ 931,054</u></b>	<b><u>\$ 779,661</u></b>

**BUDGET COMPARISON  
BY FUND/BY DEPARTMENT**

Fund/Department	FY 10-11 Actual	FY 11-12 Actual	FY 12-13 Adopted	FY 13-14 Adopted
<b><u>NSP (2131)</u></b>				
Community Development	\$ 552	\$ 125,417	\$ 1,382,226	\$ 631,233
<b>Subtotal Fund 2131</b>	<b>\$ 552</b>	<b>\$ 125,417</b>	<b>\$ 1,382,226</b>	<b>\$ 631,233</b>
<b><u>Apple Valley Home (2320)</u></b>				
Community Development	\$ 313,190	\$ 360,991	\$ 697,773	\$ 1,087,893
<b>Subtotal Fund 2320</b>	<b>\$ 313,190</b>	<b>\$ 360,991</b>	<b>\$ 697,773</b>	<b>\$ 1,087,893</b>
<b><u>Victorville Home (2330)</u></b>				
Community Development	\$ 368,613	\$ 36,656	\$ 298,112	\$ 283,206
<b>Subtotal Fund 2330</b>	<b>\$ 368,613</b>	<b>\$ 36,656</b>	<b>\$ 298,112</b>	<b>\$ 283,206</b>
<b><u>Cal Home (2410)</u></b>				
Community Development	\$ -	\$ 147,327	\$ 900,000	\$ 1,284,673
<b>Subtotal Fund 2410</b>	<b>\$ -</b>	<b>\$ 147,327</b>	<b>\$ 900,000</b>	<b>\$ 1,284,673</b>
<b><u>Parks &amp; Recreation (2510)</u></b>				
Programs	1,589,819	\$ 1,577,767	\$ 1,520,909	\$ 1,575,726
Parks	1,990,749	1,920,649	1,513,279	1,648,316
Facilities	499,739	244,548	238,412	246,099
<b>Subtotal Fund 2510</b>	<b>\$ 4,080,307</b>	<b>\$ 3,742,964</b>	<b>\$ 3,272,600</b>	<b>\$ 3,470,141</b>
<b><u>Quimby Fund (2520)</u></b>				
Street Capital Projects	\$ 87,824	\$ 41,631	\$ 15,407	\$ -
<b>Subtotal Fund 2520</b>	<b>\$ 87,824</b>	<b>\$ 41,631</b>	<b>\$ 15,407</b>	<b>\$ -</b>
<b><u>Grants Fund (2610)</u></b>				
JAG Grant	\$ 19,823	\$ 77,297	\$ 45,700	\$ 20,000
CALPAL Program	6,550	14,637	-	-
Homeland Security	21,920	19,051	-	-
CAL E M A	-	-	249,797	113,267
Sobriety Checkpoint	-	-	63,550	63,550
<b>Subtotal Fund 2610</b>	<b>\$ 48,293</b>	<b>\$ 110,985</b>	<b>\$ 359,047</b>	<b>\$ 196,817</b>
<b><u>Asset Seizure (2620)</u></b>				
Police	\$ 250	\$ 6,968	\$ -	\$ -
<b>Subtotal Fund 2620</b>	<b>\$ 250</b>	<b>\$ 6,968</b>	<b>\$ -</b>	<b>\$ -</b>
<b><u>Drug &amp; Gang Prevention (2630)</u></b>				
Police	\$ 890	\$ -	\$ -	\$ -
<b>Subtotal Fund 2630</b>	<b>\$ 890</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b><u>Lighting &amp; Landscape District (2810)</u></b>				
Right of Way Maintenance	\$ 144,199	\$ 153,291	\$ 152,250	\$ 152,250
Engineering Contractor	4,054	12,713	8,000	8,000
<b>Subtotal Fund 2810</b>	<b>\$ 148,253</b>	<b>\$ 166,004</b>	<b>\$ 160,250</b>	<b>\$ 160,250</b>

## BUDGET COMPARISON BY FUND/BY DEPARTMENT

Fund/Department	FY 10-11 Actual	FY 11-12 Actual	FY 12-13 Adopted	FY 13-14 Adopted
<b><u>1999 COP's (4105)</u></b>				
Town Hall Debt Service	\$ 382,626	\$ 382,640	\$ 405,000	\$ 410,000
<b>Subtotal Fund 4105</b>	<b>\$ 382,626</b>	<b>\$ 382,640</b>	<b>\$ 405,000</b>	<b>\$ 410,000</b>
<b><u>2001 COP's (4106)</u></b>				
Town Hall Debt Service	\$ 230,446	\$ 225,423	\$ 322,000	\$ 332,000
<b>Subtotal Fund 4106</b>	<b>\$ 230,446</b>	<b>\$ 225,423</b>	<b>\$ 322,000</b>	<b>\$ 332,000</b>
<b><u>2007 Town Hall Revenue Bonds (4108)</u></b>				
Town Hall Debt Service	\$ 885,793	\$ 884,824	\$ 888,100	\$ 885,150
<b>Subtotal Fund 4108</b>	<b>\$ 885,793</b>	<b>\$ 884,824</b>	<b>\$ 888,100</b>	<b>\$ 885,150</b>
<b><u>CIP TIF Fund (4410)</u></b>				
Street Capital Projects	\$ 849,967	\$ 456,623	\$ 13,926,000	\$ 24,211,000
<b>Subtotal Fund 4410</b>	<b>\$ 849,967</b>	<b>\$ 456,623</b>	<b>\$ 13,926,000</b>	<b>\$ 24,211,000</b>
<b><u>Law Enforcement (4720)</u></b>				
PD Tenant Improvements	\$ 463,876	\$ -	\$ -	\$ -
<b>Subtotal Fund 4720</b>	<b>\$ 463,876</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b><u>General Government Facilities (4730)</u></b>				
Town Hall	\$ -	\$ 6,100	\$ -	\$ -
Transfers	\$ 19,880	\$ (19,880)	\$ -	\$ -
<b>Subtotal Fund 4730</b>	<b>\$ 19,880</b>	<b>\$ (13,780)</b>	<b>\$ -</b>	<b>\$ -</b>
<b><u>Public Meeting Facilities (4740)</u></b>				
Transfer - 4110	\$ 62,038	\$ -	\$ -	\$ -
<b>Subtotal Fund 4740</b>	<b>\$ 62,038</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b><u>Storm Drains (4760)</u></b>				
Dry Well Projects	\$ 302,797	\$ 231,110	\$ 400,000	\$ 100,000
<b>Subtotal Fund 4760</b>	<b>\$ 302,797</b>	<b>\$ 231,110</b>	<b>\$ 400,000</b>	<b>\$ 100,000</b>
<b><u>Project Manager Grants (4910)</u></b>				
County Marketing Grant	\$ -	\$ -	\$ -	\$ -
County Website Grant	-	-	-	-
Energy Efficiency & Conservation Block Grant	(38,278)	641,200	-	-
DOC Recycling	4,814	-	18,953	-
Waste Tire Amnesty	4,006	13,048	-	-
Civic Center Park	246,018	2,506	182,609	-
Safe Routes to School	-	13,770	344,800	492,000
Bicycle Transportation	-	17,618	386,365	355,700
Special Purpose Grants	726,747	201,605	2,443,000	-
<b>Subtotal Fund 4910</b>	<b>\$ 943,307</b>	<b>\$ 889,747</b>	<b>\$ 3,375,727</b>	<b>\$ 847,700</b>
<b><u>Sewer System Maintenance (5010)</u></b>				
Operations & Maintenance	\$ 4,764,059	\$ 3,808,311	\$ 4,151,406	\$ 3,927,785
Capital Expenditures	1,444,798	1,448,628	4,478,570	1,525,000
<b>Subtotal Fund 5010</b>	<b>\$ 6,208,857</b>	<b>\$ 5,256,939</b>	<b>\$ 8,629,976</b>	<b>\$ 5,452,785</b>

**BUDGET COMPARISON  
BY FUND/BY DEPARTMENT**

<u>Fund/Department</u>	<u>FY 10-11 Actual</u>	<u>FY 11-12 Actual</u>	<u>FY 12-13 Adopted</u>	<u>FY 13-14 Adopted</u>
<b><u>Solid Waste (5510)</u></b>				
Waste Management	7,167,294	7,074,166	7,830,138	7,899,772
Debt Service	412,671	369,233	430,000	563,741
Transfer Out	2,293,417	2,068,774	2,364,416	2,577,996
<b>Subtotal Fund 5510</b>	<b><u>\$ 9,873,382</u></b>	<b><u>\$ 9,512,173</u></b>	<b><u>\$ 10,624,554</u></b>	<b><u>\$ 11,041,509</u></b>
<b><u>Apple Valley Golf Course (5710)</u></b>				
Non-Departmental	\$ (113,945)	\$ 110,927	\$ 233,500	\$ 248,315
Administration	139,780	144,189	91,850	91,850
Food & Beverage	206,886	4,398	7,250	7,250
Grounds	948,629	837,144	623,300	623,300
Facilities	219,343	248,918	138,100	140,377
Pro Shop	110,332	102,464	84,400	84,400
<b>Subtotal Fund 5710</b>	<b><u>\$ 1,511,025</u></b>	<b><u>\$ 1,448,040</u></b>	<b><u>\$ 1,178,400</u></b>	<b><u>\$ 1,195,492</u></b>
<b><u>Redevelopment Agency</u></b>				
VVEDA RORF	\$ -	\$ -	\$ 1,867,580	\$ 1,331,163
PA#2 RORF	-	-	4,354,975	16,655,232
VVEDA 80%	2,476,223	1,944,365	-	-
PA#2 80%	9,292,809	18,716,525	12,400,000	-
VVEDA 20%	104,659	4,833,390	-	-
PA#2 20%	401,084	243,456	-	-
VVEDA Capital Projects	102,928	879,687	-	-
PA#2 Capital Projects	257,431	16,462,914	-	-
<b>Subtotal RDA Funds</b>	<b><u>\$ 12,635,134</u></b>	<b><u>\$ 43,080,337</u></b>	<b><u>\$ 18,622,555</u></b>	<b><u>\$ 17,986,395</u></b>
<b>Grand Total</b>	<b><u>\$ 61,218,393</u></b>	<b><u>\$ 93,506,556</u></b>	<b><u>\$ 95,094,168</u></b>	<b><u>\$ 101,901,752</u></b>

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

Description	FY 10-11 Actual	FY 11-12 Actual	FY 12-13 Adopted	FY 13-14 Adopted
Salaries & Benefits				
Salaries Regular	7,184,286	7,108,428	5,947,595	6,459,478
Salaries Part-Time	565,635	684,217	760,571	706,442
Overtime	54,654	38,572	54,500	53,500
Cafeteria Benefits	1,130,670	1,016,071	992,843	1,053,079
Deferred Comp	114,329	104,560	92,000	104,289
FICA	26,134	24,661	-	-
Health/Life Insurance Benefits	23	-	-	-
Health Benefits - Retirees	20,126	55,247	50,000	55,000
Medicare	115,657	116,396	97,938	104,710
PERS	1,565,536	1,649,378	1,285,814	1,392,361
Direct Housing Costs	-	(49,786)	-	-
Uniform Expenses	41,923	36,634	32,150	46,450
<b>Salaries &amp; Benefits</b>	<b>10,818,972</b>	<b>10,784,377</b>	<b>9,313,411</b>	<b>9,975,309</b>
Advertising/Marketing	49,712	37,369	86,475	134,300
Banking Fees - check 21	-	2,016	-	3,900
Council & Commissioners	-	13	2,000	500
Credit Card Costs	51,319	55,637	47,000	104,200
Disposal Services	59,031	63,361	21,520	39,720
Education & Training	27,967	20,900	36,621	52,735
Insurance	841,495	885,581	740,600	898,900
Insurance/Workers Compensation	-	-	-	2,300
Meetings & Conferences	96,490	68,051	60,793	93,013
Membership & Dues	63,470	69,861	64,269	72,026
Mileage Exp/Allowance	47,894	56,908	65,640	99,610
Miscellaneous Costs	31,634	22,830	200,337	45,650
Office Supplies/Exp	76,803	52,680	45,600	43,550
Postage	70,803	61,350	69,250	69,400
Printing	65,071	65,775	67,950	78,100
Rent	4,000	-	3,000	-
Subscriptions	16,354	6,467	9,650	8,350
Utilities: Council Phones	-	-	3,000	3,000
Utilities: Phone, Internet, Cell Phones	147,502	148,345	236,600	123,600
Utilities: Electricity Usage	558,370	541,262	443,870	432,450
Utilities: Natural Gas Usage	126,193	101,725	102,600	112,000
Utilities: Water Usage	791,219	594,839	406,610	556,990
Animal Food Supplies	17,134	16,316	18,000	18,000
Assessment District Costs	38,722	43,204	45,935	40,935
AVGC Charges	2,281	6,656	-	28,150
Concession (Resale) Costs	5,861	5,023	6,000	5,000
Election	38,246	-	27,000	-
ERAF/SERAF	777,273	-	-	-
Food and Beverage - Resale	56,375	-	-	-
Graffiti Removal & Supplies	58,799	65,076	75,000	60,000
Grand Openings/Ground Breakings	1,712	1,028	2,000	2,000
Hardware/Software Supplies/Exp	112,448	225,775	41,890	88,250
License & Fees	8,704	4,259	-	20,250
Management Fee	-	-	72,000	72,000
Merchandise - Resale	11,316	-	-	-
NPDES Compliance	13,499	19,285	20,000	65,000
NPDES - CAA	18,493	12,739	-	-
Pass Through Agreements	659,970	384,829	-	-
Prior Period Adjustment	94,703	-	-	-
Public Information	1,521	2,570	6,500	6,050
Range Supplies	91,185	66,716	-	174,450
Safety & Security	12,316	14,027	14,975	19,050

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

Description	FY 10-11 Actual	FY 11-12 Actual	FY 12-13 Adopted	FY 13-14 Adopted
Signing	1,660	-	850	1,150
Special Dept Supplies/Exp	20,793	39,490	28,700	28,080
Staff Services	9,452	10,505	12,900	12,850
Taxes - Property	23,822	11,282	-	-
Vandalism Repairs	6,157	6,053	3,725	4,225
<b>General Operating</b>	<b>5,207,765</b>	<b>3,789,803</b>	<b>3,088,860</b>	<b>3,619,734</b>
Acquisition, Rehab, & Resale	76,962	-	-	-
ADDI 2008-09	4,001	-	-	-
CDBG	404,348	137,191	580,710	417,468
CHDO	-	113,179	312,839	583,333
Down Payment Assistance	-	89,917	738,279	1,013,362
HELP Debt Service	-	-	325,000	325,000
HOME Administration	19,098	17,794	15,690	14,906
Mortgage Assistance Program	60,889	-	35,352	33,584
Marketing	10,910	2,122	13,000	13,000
Neighborhood Stabilization Prog	28,997	105,960	1,334,938	557,916
Owner Occupied Rehab	-	18,861	100,000	95,000
Residential Rehab Loans	339,831	506,841	658,056	956,728
Sponsorships	58,220	-	10,200	9,250
Senior Home Repair	230,762	-	100,000	95,000
Trade Shows	26,159	12,230	13,750	34,500
<b>Economic Development</b>	<b>1,260,177</b>	<b>1,004,095</b>	<b>4,237,814</b>	<b>4,149,047</b>
<b>Building Maintenance</b>	<b>215,563</b>	<b>186,693</b>	<b>293,320</b>	<b>237,550</b>
<b>General Fund Grants</b>	<b>61,534</b>	<b>96,064</b>	<b>40,000</b>	<b>63,550</b>
<b>Grounds Maintenance</b>	<b>170,309</b>	<b>180,210</b>	<b>496,525</b>	<b>260,050</b>
<b>PIO Events</b>	<b>83,953</b>	<b>87,857</b>	<b>90,000</b>	<b>83,000</b>
Curbs and Sidewalks	4,842	126	-	-
Drainage Maint. & Repairs	13,344	4,115	15,000	15,000
Paving and Sealing - Engineering	83,980	77,749	-	-
Right-of-Way Maintenance	232,542	256,210	262,250	262,250
Sewer System Maintenance	78,312	58,174	80,000	80,000
Sewer Treatment	1,345,594	1,379,629	1,500,000	1,600,000
Signal & Lighting Maint	65,602	51,469	75,000	90,000
Signal & Lighting Maint - Engineering	3,199	826	-	-
Signing	24,994	25,163	25,000	25,000
Signing - Engineering	702	-	-	-
Small Tools	13,665	8,282	10,650	11,800
Street Repairs	925,578	69,888	150,000	150,000
Street Repairs: Adopt a Street	1,030	2,278	2,000	2,000
Street Striping	29,875	26,214	35,000	35,000
Street Striping - Engineering	643	6,802	-	-
Street Sweeping	28,513	27,807	20,000	20,000
<b>Public Works</b>	<b>2,852,415</b>	<b>1,994,732</b>	<b>2,174,900</b>	<b>2,291,050</b>
<b>Culture and Recreation</b>	<b>219,566</b>	<b>206,634</b>	<b>249,043</b>	<b>240,077</b>
ACS	136,668	147,785	160,000	160,000
Audit	44,671	41,532	64,600	61,650
AVCO Disposal	5,245,893	5,245,339	5,900,000	5,900,000
Building & Safety Contractor	262,365	251,919	187,500	281,250
Cal-ID Systems	73,354	73,542	75,151	74,000
Contract Services	1,954,831	1,684,474	1,231,037	1,085,435
County Public Health	2,500	2,500	2,500	-

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

Description	FY 10-11 Actual	FY 11-12 Actual	FY 12-13 Adopted	FY 13-14 Adopted
County Sheriff	9,990,487	10,373,449	10,607,725	10,945,731
County Solid Waste	1,611,264	1,494,878	1,500,000	1,500,000
Drugs/Vaccinations	21,939	28,515	29,000	29,000
Emergency Vet Service	4,842	4,265	3,000	3,000
Engineering Contractor	414,209	419,335	441,000	441,000
Filing Fees	18,512	15,501	20,000	5,000
Household Hazardous Waste	79,336	82,595	153,000	152,400
Legal	1,009,232	643,509	507,253	322,600
Organic Recycling	15,064	11,762	13,000	13,000
Solid Waste JPA	36,353	35,697	50,000	50,000
Spay/Neuter Program	101,254	119,287	98,000	93,000
Stiles Removal/D & D Removal	11,570	11,570	12,684	13,100
Unfunded Loan Costs	1,567	6,054	8,107	-
<b>Contract and Professional Services</b>	<b>21,035,911</b>	<b>20,693,509</b>	<b>21,063,557</b>	<b>21,130,166</b>
Communications Equip	3,230	3,185	5,650	4,500
Equipment Maintenance	39,759	95,880	47,175	90,000
Equipment Rental	7,165	1,693	6,000	7,900
Gasoline, Diesel, Oil	388,999	400,709	357,250	398,900
Leased Equipment	351,630	167,907	174,065	153,065
Safety Equipment	7,696	6,320	6,100	5,500
Vehicle Maintenance	209,167	171,157	214,200	201,800
<b>Vehicles &amp; Equipment (non-capital)</b>	<b>1,007,646</b>	<b>846,852</b>	<b>810,440</b>	<b>861,665</b>
<b>Capital Equipment</b>	<b>65,110</b>	<b>60,301</b>	<b>2,038,609</b>	<b>71,311</b>
AV Rd/Town Center Imp	-	-	100,000	490,000
Animal Shelter Facility	153,399	-	-	-
Bear Valley Bike Path, Phase I	-	17,618	-	415,700
Bear Valley Bridge Repair 6/16/10	1,274	27,685	330,000	772,650
Bear Valley Rd/Deep Creek Signal	78,307	207,568	-	-
Bear Valley Rd/Mohawk Signal	29,927	25,257	405,000	405,000
BMX Park	7,194	-	-	-
Capital Projects	302,597	692,586	3,023,570	232,950
Central Rd s/o Ottawa Rd Widening	233,820	-	-	-
Central Road Resurface	-	-	300,000	-
Change in Invest Joint Venture	67,561	67,561	-	-
Corwin Rd	5,517	-	-	-
Dale Evans Parkway@Waalew Road	-	-	-	100,000
Dale Evans Resurface	-	-	1,095,000	-
Dale Evans Rd n/o Otoe Rd Widening	472,229	-	-	-
Dry Wells - 2009-10	302,797	229,884	400,000	100,000
DSB Flood - Nov 2010	250,349	107,765	-	-
Gain/Loss on Disposal of Fixed Assets	18,367	-	-	-
High Desert Corridor	148,122	17,711	25,000	25,000
Hwy 18 West End Widening	39,270	14,467	50,000	350,000
Kasota Rd Widening (SR 18 to 400'	-	1,409	62,500	-
Kiowa (Bear Valley & Tussing)	62,165	642,597	665,000	716,000
Nakash Rd Rehab	-	-	90,000	90,000
Navajo Rd	(9,102)	318	-	600,000
NAVISP	31,860	4,558	-	-
Paving-PMS Priorities	943,640	1,113,299	700,000	1,000,000
Programmable Logic Controller	4,228	-	-	-
Public Works Facility/Yard	4,569,966	729,258	-	-
Ramona Road Widening	-	-	-	66,500
Rancherias Road Resurface	-	42,735	600,000	700,000
Rancho Verde Elementary School -	-	-	-	512,000
San Bag Congestion Mgmt Plan Cont	-	-	5,000	5,000



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

Description	FY 10-11 Actual	FY 11-12 Actual	FY 12-13 Adopted	FY 13-14 Adopted
Skate Park	247,706	-	-	-
Town Hall Annex	575,937	-	-	-
Town Hall & PD Tenant Improvements	784,007	150	-	-
Transit Bus Shelters	197	37,610	-	-
Yucca Loma Bridge	1,326,772	820,407	13,000,000	13,000,000
Yucca Loma Elementary School	-	13,770	-	15,000
Yucca Loma Road Undergrounding	5,197	5,777	25,000	25,000
Yucca Loma Road Widening	-	-	-	10,100,000
<b>Capital Projects</b>	<b>10,653,303</b>	<b>4,819,990</b>	<b>20,876,070</b>	<b>29,720,800</b>
<b>Interfund Transfers</b>	<b>-</b>	<b>5,915,844</b>	<b>20,008,005</b>	<b>22,279,568</b>
<b>Depreciation</b>	<b>1,765,273</b>	<b>1,784,375</b>	<b>1,400,000</b>	<b>1,439,815</b>
<b>Debt Service</b>	<b>5,946,126</b>	<b>5,613,948</b>	<b>6,176,867</b>	<b>5,479,061</b>
<b>Total Appropriations - All Funds</b>	<b>61,363,624</b>	<b>58,065,284</b>	<b>92,357,421</b>	<b>101,901,753</b>

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Town of Apple Valley

**Town of Apple Valley  
Legal Debt Margin Information  
Last Eight Fiscal Years**

	2005	2006	2007	2008	2009	2010	2011	2012
Assessed valuation	3,078,656,762	3,649,295,318	4,610,716,666	5,445,989,305	5,670,597,064	5,048,428,091	4,551,514,104	4,519,225,930
Conversion percentage	25%	25%	25%	25%	25%	25%	25%	25%
Adjusted assessed valuation	769,664,191	912,323,830	1,152,679,167	1,361,497,326	1,417,649,266	1,262,107,023	1,137,878,526	1,129,806,483
Debt limit percentage	15%	15%	15%	15%	15%	15%	15%	15%
Debt limit	115,449,629	136,848,574	172,901,875	204,224,599	212,647,390	189,316,053	170,681,779	169,470,972
Total net debt applicable to limit: Certificates of Participation	7,760,000	7,265,000	6,755,000	17,590,000	16,755,000	15,815,000	14,845,000	13,840,000
Legal debt margin	107,689,629	129,583,574	166,146,875	186,634,599	195,892,390	173,501,053	155,836,779	155,630,972
Total debt applicable to the limit as a percentage of debt limit	6.7%	5.3%	3.9%	8.6%	7.9%	8.4%	8.7%	8.2%

Source: San Bernardino County Assessor's Office 2011/2012 Combined Tax Rolls

## ***DESCRIPTION OF THE TOWN'S BONDED DEBT OBLIGATIONS***

**1999 Certificates of Participation** - On September 1, 1999, the Town of Apple Valley sold Certificates of Participation in the principal amount of \$5,895,000. The Certificates were issued to provide funds to finance the construction and equipping of a new Town Hall facility and a new County office building. The Apple Valley Town Hall consists of a 26,000 square foot single-story structure that houses the Town's administrative offices. The County office building consists of a 19,000 square foot single-story structure that houses the San Bernardino County Sheriff office for the purpose of providing law enforcement service to the Town. The Certificates bear an interest rate of approximately 5.5% payable semi-annually on March 1 and September 1 of each year. The Certificates mature annually from September 1, 2001 through September 1, 2019 in amounts ranging from \$245,000 to \$385,000.

**2001 Certificates of Participation** - On June 1, 2001, the Town of Apple Valley sold Variable Rate Demand Refunding Certificates of Participation (the "Certificates") in the principal amount of \$3,610,000. The Certificates were issued to provide funds to advance refund and economically defease the \$2,570,000 Certificates issued on August 1, 1995 and finance certain capital expenditures of the Town Hall. The 1995 Certificates were issued to provide funds to (1) acquire an 11.8 acre site adjacent to the facilities previously used as the Town Hall, (2) to fund a matching grant to construct additional sewer and road improvements, and (3) to reimburse the Town for certain amounts expended as a result of the Town's settlement of certain outstanding lawsuits. The activities associated with the acquisition of the land and the matching grant were recorded in governmental fund types and the activities associated with the lawsuit settlement were recorded in the sewer enterprise fund. The prior certificates were outstanding in the principal amount of \$2,220,000, which was allocated \$1,332,000 and \$888,000 to governmental activities and business-type activities, respectively. The excess bond proceeds over and above the payment to the refund bond escrow agent was used to acquire furniture, fixtures and equipment for the Town Hall.

The Certificates mature annually from September 1, 2001 through September 1, 2015 in amounts ranging from \$95,000 to \$310,000 with interest payable at an adjustable interest rate, on each Wednesday, or in the event any Wednesday is not a business day then on the next preceding business day (the "Interest Rate Calculation Date"), the Remarketing Agent will establish the adjustable interest rate for the period commencing the Thursday next following the Interest Rate Calculation Date to and including Wednesday of the following week (the "Interest Rate Period"), except that the final Interest Rate Period will end on September 1, 2015.

**2005 Tax Allocation Bonds** - In May of 2005, the Apple Valley Redevelopment Agency issued \$8,130,000 in Tax Allocation Bonds to finance certain public capital improvements benefiting the portion of the Victor Valley Economic Development Authority (VVEDA) Project Area that is within the Jurisdiction of the Town. The VVEDA is a joint exercise of powers authority established in 1989 of which the Town is a member. The bonds are special obligations of the Agency and are payable exclusively from Pledged Tax Revenues. The bonds mature in amounts from \$130,000 to \$485,000 annually from 2006 to 2035 with interest payments of 3.00% to 4.75% payable semi-annually on June 1 and December 1 of each year.

**2007 Tax Allocation Bonds** - In June of 2007, the Apple Valley Redevelopment Agency issued \$8,985,000 in Tax Allocation Bonds to finance certain redevelopment projects benefiting the portion of the Victor Valley Economic Development Authority (VVEDA) Project Area within the jurisdiction of the Town of Apple Valley. The bonds are special obligations of the Agency and are payable exclusively from

Pledged Tax Revenues. The bonds mature in amounts from \$145,000 to \$1,010,000 annually from 2009 to 2037 with interest payments of 4.00% to 4.75% payable semi-annually on June 1 and December 1 of each year.

**2007 Tax Allocation Bonds (Project Area 2)** - In July of 2007, the Apple Valley Redevelopment Agency issued \$37,230,000 in Tax Allocation Bonds to finance certain redevelopment activities benefiting the Apple Valley Redevelopment Project Area 2. The bonds are special obligations of the Agency and are payable exclusively from Pledged Tax Revenues. The bonds mature in amounts from \$615,000 to \$2,270,000 annually from 2008 to 2037 with interest payments of 4.00% to 4.75% payable semi-annually on June 1 and December 1 of each year.

**2007 Lease Revenue Bonds** - In July of 2007 the Town of Apple Valley Public Financing Authority issued \$11,355,000 of 2007 Series A Lease Revenue Bonds to finance certain capital projects of the Town of Apple Valley including the construction of an annex to the Town Hall. The bonds mature in amounts from \$300,000 to \$850,000 annually from 2008 to 2027 with interest payments of 3.625% to 4.500% payable semi-annually on March 1 and September 1 each year.

**Special Assessment No. 2B-R** – In February of 1996, the Town of Apple Valley issued \$7,191,155 of Limited Obligation Improvement Refunding Bonds (Bonds) to advance refund the \$9,110,678 Limited Obligation Improvement Bonds, 1991 Series A that were issued pursuant to the Improvement Bond Act of 1915. The original bonds were issued to finance the cost of acquisition and construction of certain sanitary sewer facilities to serve and benefit properties within Assessment District No. 2-B. The bonds are secured by the unpaid reassessments applicable to all properties within the Assessment District which had not previously prepaid their original assessments levied with respect to the Prior Assessment District, and said unpaid reassessments, together with interest thereon, constitute a trust fund for the redemption and payment of the principal of and interest on the bonds. The bonds mature in amounts from \$236,000 to \$590,000 annually from 1996 to 2015 with interest payments of 4.90% to 6.40% payable semi-annually on March 2 and September 2 each year.

**Obligation Under Installment Purchase Agreement** - On June 1, 2004, the Town of Apple Valley entered into an installment purchase agreement with the Mojave Desert and Mountain Integrated Waste Management Authority (“Authority”). The agreement was established when the Authority issued \$5,910,000 Project Revenue Refunding Bonds series 2004. The Bonds were issued to refund the \$6,825,000 Project Revenue Bonds, which were originally issued to fund the design and construction of the Victor Valley Materials Recovery Facility. The Town owns one-half undivided interest in the Materials Recovery Facility.

The Town is obligated to make monthly installment purchase payments to the Authority commencing July 1, 2004 equal to the sum of (1) one-twelfth of the next principal payment and (2) one-sixth of the next interest payment. Interest on the installment purchase obligation ranges from 2% to 5.1% and total annual principal installments range from \$135,000 to \$252,500. The Town's installment payments to the are solely from service revenues, which consist primarily of rates and charges imposed by the Town for solid waste management services.

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Town of Apple Valley

## SCHEDULE OF BONDED DEBT SERVICE REQUIREMENTS TO MATURITY

The projected annual requirements to amortize bonds payable by the Town as of June 30, 2013, are as follows (excluding loans payable, advances from other funds and other obligations for which minimum annual payments have not been established):

Year Ending June 30	1999 Certificates of Participation	2001 Certificates of Participation	2005 Tax Allocation Bonds	2007 Tax Allocation Bonds	2007 Tax Allocation Bonds Project Area 2	2007 Lease Revenue Bonds	Special Assessment No. 2B-R	Obligation Under Installment Purchase Agreement	Totals
2014	\$ 476,438	\$ 317,029	\$ 510,448	\$ 547,783	\$ 2,382,300	\$ 882,143	\$ 611,600	\$ 266,326	\$ 5,994,067
2015	468,425	313,271	513,270	545,557	2,379,175	883,544	604,685	265,267	5,973,194
2016	460,000	319,362	510,553	548,120	2,383,750	878,018	610,355	268,011	5,978,169
2017	446,025	-	512,297	545,258	2,385,950	880,405	-	267,661	5,037,596
2018	436,638	-	513,363	542,087	2,386,350	876,781	-	266,829	5,022,048
2019	426,837	-	508,832	548,800	2,384,950	877,494	-	267,547	5,014,460
2020	427,075	-	513,903	544,613	2,386,750	877,447	-	239,929	4,989,717
2021	-	-	513,222	544,937	2,381,500	875,925	-	-	4,315,584
2022	-	-	506,725	549,812	2,384,000	877,800	-	-	4,318,337
2023	-	-	510,003	549,013	2,378,750	878,325	-	-	4,316,091
2024	-	-	507,602	552,137	2,386,000	875,750	-	-	4,321,489
2025	-	-	514,753	544,550	2,380,000	874,875	-	-	4,314,178
2026	-	-	511,000	546,725	2,381,250	872,250	-	-	4,311,225
2027	-	-	510,388	548,188	2,384,610	872,750	-	-	4,315,936
2028	-	-	509,037	548,937	2,384,980	871,250	-	-	4,314,204
2029	-	-	511,938	543,975	2,384,420	-	-	-	3,440,333
2030	-	-	513,850	543,538	2,385,500	-	-	-	3,442,888
2031	-	-	509,775	547,387	2,384,750	-	-	-	3,441,912
2032	-	-	509,950	545,288	2,385,000	-	-	-	3,440,238
2033	-	-	514,137	542,475	2,386,000	-	-	-	3,442,612
2034	-	-	512,087	543,950	2,382,500	-	-	-	3,438,537
2035	-	-	509,037	549,475	2,384,500	-	-	-	3,443,012
2036	-	-	-	1,058,813	2,381,500	-	-	-	3,440,313
2037	-	-	-	1,057,975	2,383,500	-	-	-	3,441,475
Total Principal and Interest	\$ 3,141,438	\$ 949,662	\$ 11,246,170	\$ 14,139,393	\$ 57,207,985	\$ 13,154,757	\$ 1,826,640	\$ 1,841,570	\$ 103,507,615
Less Interest Payments	(641,438)	(54,662)	(4,401,170)	(6,039,393)	(24,092,985)	(3,754,757)	(176,640)	(318,237)	(39,479,282)
Outstanding Principal	<u>\$ 2,500,000</u>	<u>\$ 895,000</u>	<u>\$ 6,845,000</u>	<u>\$ 8,100,000</u>	<u>\$ 33,115,000</u>	<u>\$ 9,400,000</u>	<u>\$ 1,650,000</u>	<u>\$ 1,523,333</u>	<u>\$ 64,028,333</u>

## LONG-TERM DEBT OUTSTANDING FISCAL YEAR ENDED JUNE 30, 2013

	Beginning Balance July 1, 2012	Additions	Reductions	Projected Balance June 30, 2013	Due During Fiscal Year 2013-14
<b>Governmental Activities:</b>					
Certificates of Participation:					
1999 Certificates of Participation	\$ 2,825,000	\$	\$ (325,000)	\$ 2,500,000	\$ 330,000
2001 Certificates of Participation	895,750		(210,000)	685,750	217,500
Total Certificates of Participation	3,720,750	-	(535,000)	3,185,750	547,500
2005 Tax Allocation Bonds	7,030,000		(185,000)	6,845,000	190,000
Unamortized Premium on Tax Allocation Bonds	38,122		(1,664)	36,458	-
2007 Tax Allocation Bonds VVEDA Project Area	8,260,000		(160,000)	8,100,000	170,000
Unamortized Discount on Tax Allocation Bonds VVEDA Project Area	(236,628)		9,497	(227,131)	-
2007 Tax Allocation Bonds Project Area 2	33,835,000		(720,000)	33,115,000	750,000
Unamortized Premium on Tax Allocation Bonds Project Area 2	102,511		(4,101)	98,410	-
Total Tax Allocation Bonds	49,029,005	-	(1,061,268)	47,967,737	1,110,000
2007 Lease Revenue Bonds Series A	9,840,000		(440,000)	9,400,000	455,000
Unamortized Discount on Lease Revenue Bonds	(73,264)		2,930	(70,334)	-
Total Lease Revenue Bonds	9,766,736	-	(437,070)	9,329,666	455,000
Capital Lease Payable	72,164		(14,533)	57,631	15,352
California Housing Loan	250,000	*	*	250,000	-
Compensated Absences	836,774	*	*	836,774	*
Claims Payable	45,000	*	*	45,000	40,000
Pension-related Debt	1,712,883		(23,068)	1,689,815	29,920
Net OPEB Obligation	1,178,884	*	*	1,178,884	-
Total Governmental Activities	\$ 66,612,196	\$ -	\$ (2,070,939)	\$ 64,541,257	\$ 2,197,772
<b>Business-type Activities:</b>					
2001 Certificates of Participation	\$ 279,250	\$	\$ (70,000)	\$ 209,250	\$ 72,500
Special Assessment Debt with Government Commitment:					
Special Assessment No. 2B-R	2,130,000		(480,000)	1,650,000	515,000
Obligation Under Installment Purchase Agreement	1,706,458		(183,125)	1,523,333	190,625
Total Business-type Activity	\$ 4,115,708	\$ -	\$ (733,125)	\$ 3,382,583	\$ 778,125

\*= Data not available at this time.



**Town of Apple Valley**

**Master Staffing Plan FY 2013-2014**

Job Classification	# of Positions Authorized	Position % of FTE	Authorized FTE's	Budgeted FTE's	Salary Range
<b>Department: Town Council</b>					
Council Members	5.00	50%	2.50	2.50	NR
<b>Total Council:</b>	<b>5.00</b>		<b>2.50</b>	<b>2.50</b>	
<b>Department: Town Manager</b>					
Town Manager	1.00	100%	1.00	1.00	NR
Administrative Analyst I	1.00	100%	1.00	1.00	52
Executive Secretary	1.00	50%	0.50	0.50	50
<b>Total Town Manager:</b>	<b>3.00</b>		<b>2.50</b>	<b>2.50</b>	
<b>Department: Public Information</b>					
Marketing and Public Affairs Officer	1.00	95%	0.95	0.95	NR
Public Relations Specialist	1.00	94%	0.94	0.94	49
Event Coordinator	1.00	33%	0.33	0.33	47
Administrative Secretary	1.00	100%	1.00	1.00	44
<b>Total Public Information:</b>	<b>4.00</b>		<b>3.22</b>	<b>3.22</b>	
<b>Department: Town Clerk</b>					
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
<b>Total Town Clerk:</b>	<b>4.00</b>		<b>4.00</b>	<b>3.00</b>	
<b>Department: Human Resources</b>					
Director of Human Resources	1.00	100%	1.00	1.00	NR
Human Resources Analyst	1.00	100%	1.00	1.00	58
Human Resources Assistant	1.00	100%	1.00	1.00	46
Sr. Office Assistant *	1.00	100%	1.00	0.00	32
<b>Total Human Resources:</b>	<b>4.00</b>		<b>4.00</b>	<b>3.00</b>	
<b>Department: Information Systems</b>					
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
<b>Total Information Systems:</b>	<b>3.00</b>		<b>3.00</b>	<b>3.00</b>	
<b>Department: Finance</b>					
Assistant Town Manager: Admin & Finance	1.00	100%	1.00	1.00	NR
Assistant Director of Finance	1.00	100%	1.00	1.00	NR
Senior Accountant	1.00	100%	1.00	1.00	58
Executive Secretary	1.00	100%	1.00	1.00	50
Accountant I	1.00	100%	1.00	1.00	46
Accounting Technician	1.00	100%	1.00	1.00	42
Account Clerk II	2.00	100%	2.00	2.00	36
Office Assistant	1.00	100%	1.00	1.00	26
Customer Service Representative	1.00	100%	1.00	1.00	34
<b>Total Finance:</b>	<b>10.00</b>		<b>10.00</b>	<b>10.00</b>	
<b>Department: Economic Development</b>					
Economic Development Manager	1.00	100%	1.00	1.00	NR
Economic Development Intern	1.00	25%	0.25	0.25	20
<b>Total Economic Development:</b>	<b>2.00</b>		<b>1.25</b>	<b>1.25</b>	
<b>Department: Public Services / Administration</b>					
Assistant Town Manager: Municipal Services	1.00	100%	1.00	1.00	NR
Special Projects Manager	1.00	50%	0.50	0.50	NR
Public Services Assistant	1.00	100%	1.00	1.00	50
<b>Total Public Services / Administration:</b>	<b>3.00</b>		<b>2.50</b>	<b>2.50</b>	

**Town of Apple Valley**

**Master Staffing Plan FY 2013-2014**

Job Classification	# of Positions Authorized	Position % of FTE	Authorized FTE's	Budgeted FTE's	Salary Range
<b>Department: Public Services / Solid Waste</b>					
Special Projects Manager	1.00	50%	0.50	0.50	NR
Customer Service Representative	1.00	100%	1.00	1.00	34
Hazardous Water Operator	4.00	14%	0.56	0.56	15
<b>Total Public Services / Solid Waste:</b>	<b>6.00</b>		<b>2.06</b>	<b>2.06</b>	
<b>Department: Public Works / Street Maintenance</b>					
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	2.00	100%	2.00	2.00	41
Maintenance Worker II	1.00	50%	0.50	0.50	37
Maintenance Worker I	2.00	100%	2.00	2.00	33
<b>Total Public Works / Street Maint.:</b>	<b>7.00</b>		<b>5.50</b>	<b>5.50</b>	
<b>Department: Public Works / Wastewater</b>					
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	1.50	100%	1.50	1.50	37
Maintenance Worker I	2.00	100%	2.00	2.00	33
<b>Total Public Works / Wastewater:</b>	<b>7.50</b>		<b>6.50</b>	<b>6.50</b>	
<b>Department: Code Enforcement</b>					
Code Enforcement Manager	1.00	100%	1.00	1.00	NR
Senior Code Enforcement Officer	1.00	100%	1.00	1.00	52
Code Enforcement Officer II	6.00	100%	6.00	5.00	48
Community Enhancement Officer	1.00	50%	0.50	0.50	40
Code Enforcement Technician	1.00	100%	1.00	1.00	38
Code Enforcement Technician (P/T)	2.00	47.5%	0.95	0.95	38
<b>Total Code Enforcement:</b>	<b>12.00</b>		<b>10.45</b>	<b>9.45</b>	
<b>Department: Animal Control</b>					
Animal Services Manager	0.50	100%	0.50	0.50	67
Animal Services Supervisor	1.00	100%	1.00	1.00	52
Animal Services Administrative Secretary	1.00	50%	0.50	0.50	44
Animal Services Officer II	3.00	100%	3.00	3.00	42
Animal Services Officer I	1.00	50%	0.00	0.00	38
Animal Services Technician	2.00	100%	2.00	2.00	36
<b>Total Animal Control:</b>	<b>8.50</b>		<b>7.00</b>	<b>7.00</b>	
<b>Department: Animal Shelter</b>					
Animal Services Manager	0.50	100%	0.50	0.50	67
Animal Services Supervisor	1.00	100%	1.00	1.00	52
Administrative Secretary	1.00	50%	0.50	0.50	44
Registered Veterinary Technician	0.00	100%	0.00	0.00	42
Animal Health Assistant	1.00	100%	1.00	1.00	35
Senior Animal Services Specialist	1.00	100%	1.00	1.00	35
Animal Services Technician	4.00	100%	4.00	4.00	36
Animal Shelter Assistant	2.00	100%	2.00	2.00	24
Animal Shelter Assistant (P/T)	3.00	75%	2.25	2.25	24
Program Assistant (P/T)	3.00	75%	2.25	2.25	13
<b>Total Animal Shelter:</b>	<b>16.50</b>		<b>14.50</b>	<b>14.50</b>	

**Town of Apple Valley**

**Master Staffing Plan FY 2013-2014**

<b>Job Classification</b>	<b># of Positions Authorized</b>	<b>Position % of FTE</b>	<b>Authorized FTE's</b>	<b>Budgeted FTE's</b>	<b>Salary Range</b>
<b>Department: Community Dev. / Planning</b>					
Community Development Director	1.00	82%	0.82	0.82	NR
Senior Planner	2.00	95.5%	1.91	1.91	62
Associate Planner	1.00	85%	0.85	0.85	56
Assistant Planner*	1.00	100%	1.00	0.00	50/56
Executive Secretary	1.00	50%	0.50	0.50	50
Intern (P/T)	1.00	50%	0.50	0.50	20
Commissioners	5.00	25%	1.25	1.25	NR
<b>Total Community Dev. / Planning:</b>	<b>12.00</b>		<b>6.83</b>	<b>5.83</b>	
<b>Department: Community Dev. / Housing</b>					
Community Development Director	1.00	18%	0.18	0.18	NR
Senior Planner	1.00	9%	0.09	0.09	62
Housing Comm.Dev. Specialist II	1.00	100%	1.00	1.00	60
Associate Planner	1.00	15%	0.15	0.15	56
Housing Comm.Dev. Specialist I	1.00	100%	1.00	1.00	54
<b>Total Community Dev. / Housing:</b>	<b>5.00</b>		<b>2.42</b>	<b>2.42</b>	
<b>Department: Parks &amp; Recreation - Recreation Division</b>					
Parks & Recreation Manager	1.00	78%	0.78	0.78	NR
Marketing and Public Affairs Officer	1.00	5%	0.05	0.05	NR
Public Relations Specialist	1.00	6%	0.06	0.06	49
Event Coordinator	1.00	67%	0.67	0.67	47
Recreation Supervisor	2.00	100%	2.00	2.00	46
Recreation Coordinator	1.00	100%	1.00	1.00	40
Recreation Coordinator (P/T)	1.00	50%	0.50	0.50	40
Administrative Secretary	1.00	91%	0.91	0.91	44
Sr Office Assistant	2.00	100%	2.00	2.00	32
Office Assistant (P/T)	1.00	60%	0.60	0.60	26
Event Assistant (P/T)	2.00	50%	1.00	1.00	22
Sr. Lifeguard (P/T)	1.00	34%	0.34	0.34	20
Office Assistant (P/T)	1.00	24%	0.24	0.24	16
Lifeguard (Various P/T)	N/A	N/A	4.50	4.50	16
Recreation Leader II (P/T)	N/A	N/A	4.32	4.32	16
Recreation Leader I (P/T)	N/A	N/A	6.30	6.30	10
Commissioner	5.00	25%	1.25	1.25	NR
<b>Total Parks &amp; Recreation: Rec Division:</b>	<b>21.00</b>		<b>26.52</b>	<b>26.52</b>	
<b>Department: Parks &amp; Recreation - Facilities Division</b>					
Parks & Recreation Manager	1.00	22%	0.22	0.22	NR
Grounds Supervisor	1.00	3%	0.03	0.03	48
Administrative Secretary	1.00	9%	0.09	0.09	44
Sr. Maintenance Worker	1.00	50%	0.50	0.50	41
Maintenance Worker II	1.00	32%	0.32	0.32	37
Maintenance Worker I	1.00	32%	0.32	0.32	33
Grounds Maintenance Worker III	1.00	5%	0.05	0.05	33
Grounds Services Worker II	2.00	14.38%	0.29	0.29	29
Custodian	3.00	100%	3.00	3.00	27
Custodian (P/T)	2.00	46.3%	0.93	0.93	27
Grounds Service Worker I	3.00	4.23%	0.13	0.13	25
Maintenance Aide (P/T)	5.00	5.7%	0.29	0.29	16
Office Assistant (P/T)	1.00	19%	0.19	0.19	16
<b>Total Parks &amp; Rec.: Facilities Division:</b>	<b>23.00</b>		<b>6.35</b>	<b>6.35</b>	

**Town of Apple Valley**

**Master Staffing Plan FY 2013-2014**

Job Classification	# of Positions Authorized	Position % of FTE	Authorized FTE's	Budgeted FTE's	Salary Range
<b>Department: Parks &amp; Recreation - Parks Division</b>					
Grounds Supervisor	1.00	97%	0.97	0.97	48
Sr. Maintenance Worker	1.00	48%	0.48	0.48	41
Maintenance Worker II	1.00	68%	0.68	0.68	37
Maintenance Worker I	1.00	67%	0.67	0.67	33
Grounds Maintenance Worker III	1.00	95%	0.95	0.95	33
Grounds Maintenance Worker II	3.00	90%	2.71	2.71	29
Custodian	1.00	100%	1.00	1.00	27
Custodian (P/T)	1.00	39.4%	0.39	0.39	27
Grounds Maintenance Worker I	5.00	97.4%	4.87	4.87	25
Grounds Services Aide (P/T)	5.00	33%	1.65	1.65	16
<b>Total Parks &amp; Recreation: Park Division:</b>	<b>20.00</b>		<b>14.37</b>	<b>14.37</b>	
<b>Department: Golf Course</b>					
Sr. Maintenance Worker	1.00	2%	0.02	0.02	41
Maintenance Worker I	1.00	1%	0.01	0.01	33
<b>Total Golf Course:</b>	<b>2.00</b>		<b>0.03</b>	<b>0.03</b>	
<b>Totals</b>	<b>178.50</b>		<b>135.50</b>	<b>131.50</b>	

**Town of Apple Valley**

**4 Year Personnel Summary**

<b>Job Classification</b>	<b>FY 10-11 Actual FTE's</b>	<b>FY 11-12 Actual FTE's</b>	<b>FY 12-13 Actual FTE's</b>	<b>FY 13-14 Adopted FTE's</b>
<b>Department: Council</b>				
Council Member (P/T)	2.50	2.50	2.50	2.50
<b>Total Council:</b>	<b>2.50</b>	<b>2.50</b>	<b>2.50</b>	<b>2.50</b>
<b>Department: Town Manager</b>				
Town Manager	1.00	1.00	1.00	1.00
Mgr of Legislative Affairs & Grants	1.00	1.00	0.00	0.00
Mgr of Legislative Affairs & Grants (PT)	0.00	0.00	0.50	0.00
Executive Assistant	1.00	1.00	0.00	0.00
Administrative Analyst I	0.00	0.00	0.50	1.00
Executive Secretary	0.00	0.00	1.00	0.50
<b>Total Town Manager:</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>2.50</b>
<b>Department: Public Information</b>				
Marketing and Public Affairs Officer	0.000	0.000	0.94	0.95
Public Information Officer	0.900	0.900	0.00	0.00
Public Relations Specialist	0.825	0.825	0.92	0.94
Event Coordinator	0.000	0.000	0.33	0.33
Administrative Secretary	0.000	1.000	1.00	1.00
<b>Total Public Information:</b>	<b>1.725</b>	<b>2.725</b>	<b>3.19</b>	<b>3.22</b>
<b>Department: Town Clerk</b>				
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	0.00	0.00	0.00
<b>Total Town Clerk:</b>	<b>4.00</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>
<b>Department: Human Resources</b>				
Director of Human Resources	1.00	1.00	1.00	1.00
Human Resources Manager	1.00	1.00	0.00	0.00
Human Resources Coordinator	1.00	0.00	0.00	0.00
Human Resources Analyst (Seasonal)	0.00	0.00	0.50	0.00
Human Resources Analyst	0.00	0.00	0.50	1.00
Human Resources Assistant	0.00	1.00	1.00	1.00
Senior Office Assistant*	1.00	0.00	0.00	0.00
<b>Total Human Resources:</b>	<b>4.00</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>
<b>Department: Information Systems</b>				
Information Systems Supervisor	1.00	1.00	1.00	1.00
Information Systems Specialist	0.00	0.00	1.00	1.00
Information Systems Technician	2.00	2.00	1.00	1.00
<b>Total Information Systems:</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>
<b>Department: Finance</b>				
Assistant Town Manager: Finance & Admin	0.00	0.00	0.00	1.00
Director of Finance	1.00	1.00	1.00	0.00
Assistant Director of Finance	1.00	1.00	1.00	1.00
Senior Accountant	0.00	0.00	1.00	1.00
Executive Assistant	0.00	0.00	0.00	1.00
Accountant II	1.00	1.00	0.00	0.00
Accountant I	0.00	0.00	1.00	1.00
Accounting Technician	2.00	2.00	1.00	1.00
Account Clerk II	2.00	2.00	2.00	2.00
Administrative Secretary	1.00	0.00	0.00	0.00
Office Assistant	1.00	1.00	1.00	1.00
Customer Service Representative	1.00	1.00	1.00	1.00
<b>Total Finance:</b>	<b>10.00</b>	<b>9.00</b>	<b>9.00</b>	<b>10.00</b>
<b>Department: Economic Development</b>				
Assistant Town Manager: Econ Development & Community Development	1.00	1.00	0.00	0.00
Assistant Director of Economic Development and Housing	1.00	1.00	0.00	0.00
Economic Development Manager	0.00	0.00	1.00	1.00
Economic Development Specialist I/II	2.00	2.00	0.00	0.00
Housing and Comm. Dev. Specialist I/II	3.00	3.00	0.00	0.00
Economic Development Assistant	1.00	1.00	0.00	0.00
Intern (P/T)	0.00	0.00	0.25	0.25
<b>Total Economic Development:</b>	<b>8.00</b>	<b>8.00</b>	<b>1.25</b>	<b>1.25</b>
<b>Department: Public Services / Administration</b>				
Assistant Town Manager: Public Services Operations & Contract Manager	1.00	1.00	1.00	1.00
Environmental/Reg Manager	1.00	0.00	0.00	0.00
Environmental/Reg Manager	0.00	1.00	0.00	0.00
Special Projects Manager	0.00	0.00	1.00	0.50
Public Services Assistant	1.00	1.00	1.00	1.00
<b>Total Public Services / Administration:</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>2.50</b>

Town of Apple Valley

4 Year Personnel Summary

Job Classification	FY 10-11 Actual FTE's	FY 11-12 Actual FTE's	FY 12-13 Actual FTE's	FY 13-14 Adopted FTE's
<b>Department: Public Services / Solid Waste</b>				
Special Projects Manager	0.00	0.00	0.00	0.50
Customer Service Representative	1.00	1.00	1.00	1.00
Household Hazardous Waste Operator (P/T)	1.50	1.50	0.84	0.56
<b>Total Public Services / Solid Waste:</b>	<b>2.50</b>	<b>2.50</b>	<b>1.84</b>	<b>2.06</b>
<b>Department: Public Works / Street Maintenance</b>				
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	0.00	0.00	0.00
Sr. Maintenance Worker	1.00	1.00	1.00	2.00
Maintenance Worker II	1.00	1.00	0.00	0.50
Maintenance Worker I	4.00	4.00	3.00	2.00
<b>Total Public Works / Street Maint.:</b>	<b>8.00</b>	<b>7.00</b>	<b>5.00</b>	<b>5.50</b>
<b>Department: Public Works / Wastewater</b>				
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	1.00	1.00	1.00
Maintenance Worker II	2.00	1.00	1.00	1.50
Maintenance Worker I	2.00	3.00	3.00	2.00
<b>Total Public Works / Wastewater:</b>	<b>6.00</b>	<b>7.00</b>	<b>7.00</b>	<b>6.50</b>
<b>Department: Code Enforcement</b>				
Code Enforcement Manager	1.00	1.00	1.00	1.00
Senior Code Enforcement Officer	0.00	0.00	0.00	1.00
Code Enforcement Officer II	7.00	7.00	6.00	5.00
Community Enhancement Officer	0.50	0.50	0.50	0.50
Code Enforcement Technician	3.00	2.00	1.00	1.00
Code Enforcement Technician (P/T)	1.00	1.00	1.00	0.95
<b>Total Code Enforcement:</b>	<b>12.50</b>	<b>11.50</b>	<b>9.50</b>	<b>9.45</b>
<b>Department: Animal Control</b>				
Animal Services Manager	0.50	0.50	0.50	0.50
Animal Control Supervisor	1.00	1.00	1.00	1.00
Animal Services Administrative Secretary	0.00	0.00	0.00	0.50
Animal Control Officer II	1.00	3.00	1.00	3.00
Animal Control Officer I	1.00	0.00	2.00	0.00
Animal Control Technician	2.50	2.50	2.50	2.00
<b>Total Animal Control:</b>	<b>6.00</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>
<b>Department: Animal Shelter</b>				
Animal Services Manager	0.50	0.50	0.50	0.50
Animal Shelter Supervisor	1.00	1.00	0.00	1.00
Administrative Secretary	0.00	0.00	0.00	0.50
Registered Veterinary Technician	1.00	1.00	1.00	0.00
Animal Health Assistant	0.00	0.00	0.00	1.00
Animal Control Technician	2.50	2.50	2.50	4.00
Sr. Animal Services Specialist	0.00	0.00	0.00	1.00
Animal Shelter Attendant	4.00	2.50	3.00	2.00
Shelter Assistant	0.00	0.00	0.00	0.00
Shelter Assistant (P/T)	0.00	0.00	1.00	2.25
Program Assistant (P/T)	0.00	0.00	5.25	2.25
<b>Total Animal Shelter:</b>	<b>9.00</b>	<b>7.50</b>	<b>13.25</b>	<b>14.50</b>
<b>Department: Comm. Dev. / Planning</b>				
Community Development Director	0.00	0.00	1.00	0.82
Asst. Director of Community Development	1.00	1.00	0.00	0.00
Senior Planner	2.00	2.00	1.92	1.91
Associate Planner	2.00	2.00	0.85	0.85
Assistant Planner*	1.00	1.00	0.00	0.00
Executive Secretary	0.00	0.00	0.00	0.50
Administrative Secretary	1.00	1.00	0.90	0.00
Intern (P/T)	0.00	1.00	0.50	0.50
Commissioners	1.25	1.25	1.25	1.25
<b>Total Comm. Dev. / Planning:</b>	<b>8.25</b>	<b>9.25</b>	<b>6.42</b>	<b>5.83</b>
<b>Department: Comm. Dev. / Housing</b>				
Community Development Director	0.00	0.00	0.00	0.18
Senior Planner	0.00	0.00	0.08	0.09
Associate Planner	0.00	0.00	0.15	0.15
Administrative Secretary	0.00	0.00	0.10	0.00
Housing and Comm. Dev. Specialist II	0.00	0.00	0.00	1.00
Housing and Comm. Dev. Specialist I	0.00	0.00	2.00	1.00
<b>Total Comm. Dev. / Housing:</b>	<b>0.00</b>	<b>0.00</b>	<b>2.33</b>	<b>2.42</b>

**Town of Apple Valley**

**4 Year Personnel Summary**

<b>Job Classification</b>	<b>FY 10-11 Actual FTE's</b>	<b>FY 11-12 Actual FTE's</b>	<b>FY 12-13 Actual FTE's</b>	<b>FY 13-14 Adopted FTE's</b>
<b>Department: Parks &amp; Recreation - Recreation Division</b>				
Parks & Recreation Manager	0.930	0.890	0.85	0.78
Marketing and Public Affairs Officer	0.000	0.000	0.06	0.05
Public Information Officer	0.100	0.100	0.00	0.00
Public Relations Specialist	0.175	0.175	0.08	0.06
Event Coordinator	1.000	1.000	0.67	0.67
Recreation Supervisor	3.000	2.000	2.00	2.00
Recreation Coordinator	0.000	1.000	1.00	1.00
Recreation Coordinator (P/T)	0.000	0.000	0.00	0.50
Administrative Secretary	0.970	0.960	0.96	0.91
Sr Office Assistant	1.000	1.000	1.00	2.00
Office Assistant	1.000	1.000	1.00	0.00
Office Assistant (P/T)	2.000	1.500	0.60	0.84
Swim Coach (P/T)	0.190	0.190	0.00	0.00
Recreation Assistant (P/T)	0.480	0.480	0.48	0.00
Sr. Lifeguard (P/T)	0.650	0.650	0.34	0.34
Lifeguard (Various P/T)	2.870	2.870	4.66	4.50
Recreation Leader II (P/T)	5.410	5.410	4.59	4.32
Recreation Leader I (P/T)	2.670	2.670	2.95	6.30
Event Assistant (P/T)	2.000	1.000	1.00	1.00
Commissioner	1.250	1.250	1.25	1.25
<b>Total Parks &amp; Recreation - Recreation:</b>	<b>25.695</b>	<b>24.145</b>	<b>23.49</b>	<b>26.52</b>
<b>Department: Parks &amp; Recreation - Facilities Division</b>				
Parks & Recreation Manager	0.07	0.11	0.15	0.22
Parks Supervisor	0.07	0.04	0.00	0.00
Grounds Supervisor	0.00	0.00	0.03	0.03
Administrative Secretary	0.03	0.04	0.04	0.09
Sr. Maintenance Worker	0.39	0.48	0.50	0.50
Maintenance Worker II	0.35	0.38	0.32	0.32
Grounds Maintenance Worker III	0.00	0.00	0.05	0.05
Grounds Services Worker II	0.00	0.00	0.29	0.29
Custodian	3.00	3.00	3.00	3.00
Maintenance Worker I	0.35	0.62	0.32	0.32
Custodian (PT)	0.00	0.65	0.65	0.93
Grounds Services Worker I	0.00	0.00	0.51	0.13
Maintenance Aide (P/T)	2.00	2.00	0.80	0.00
Grounds Services Aide (P/T)	0.00	0.00	0.32	0.29
Office Assistant (P/T)	0.00	0.00	0.00	0.19
<b>Total Parks &amp; Recreation - Facilities:</b>	<b>6.26</b>	<b>7.32</b>	<b>6.98</b>	<b>6.35</b>
<b>Department: Parks &amp; Recreation - Parks Division</b>				
Parks Supervisor	0.93	0.96	0.00	0.00
Grounds Supervisor	0.00	0.00	0.97	0.97
Sr. Maintenance Worker	2.00	2.00	0.48	0.48
Grounds Maintenance Worker III	0.00	0.00	0.95	0.95
Maintenance Worker II	5.37	5.92	0.68	0.68
Grounds Maintenance Worker II	0.00	0.00	2.61	2.71
Maintenance Worker I	5.45	4.69	0.67	0.67
Grounds Maintenance Worker I	0.00	0.00	4.49	4.87
Custodian	1.00	1.00	1.00	1.00
Maintenance Aide (P/T)	2.00	1.00	0.00	0.00
Custodian (PT)	0.00	0.00	0.25	0.39
Grounds Services Aide (P/T)	0.00	0.00	0.68	1.65
<b>Total Parks &amp; Recreation - Parks:</b>	<b>16.75</b>	<b>15.57</b>	<b>12.78</b>	<b>14.37</b>
<b>Golf Course</b>				
Parks & Recreation Manager	0.02	0.02	0.00	0.00
Sr. Maintenance Worker	0.20	0.02	0.02	0.02
Maintenance Worker II	0.01	0.01	0.00	0.00
Maintenance Worker I	0.01	0.01	0.01	0.01
<b>Total Golf Course:</b>	<b>0.24</b>	<b>0.06</b>	<b>0.03</b>	<b>0.03</b>
<b>Totals</b>	<b>140.42</b>	<b>136.07</b>	<b>126.56</b>	<b>131.50</b>

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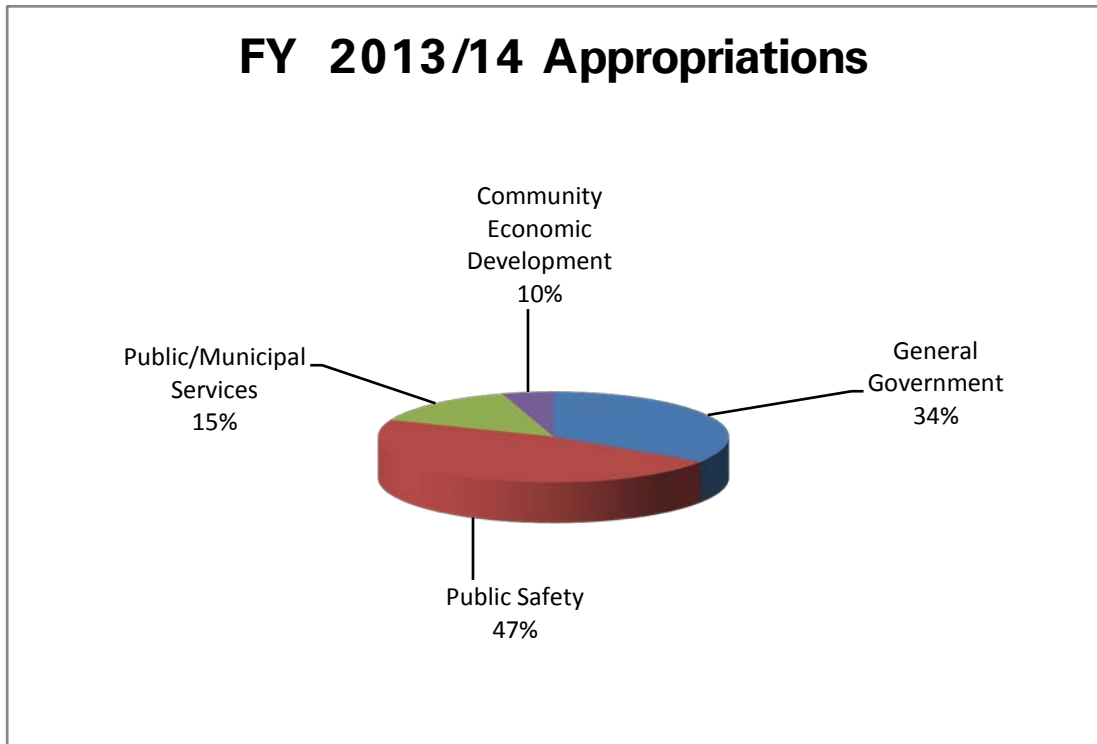


Town of Apple Valley



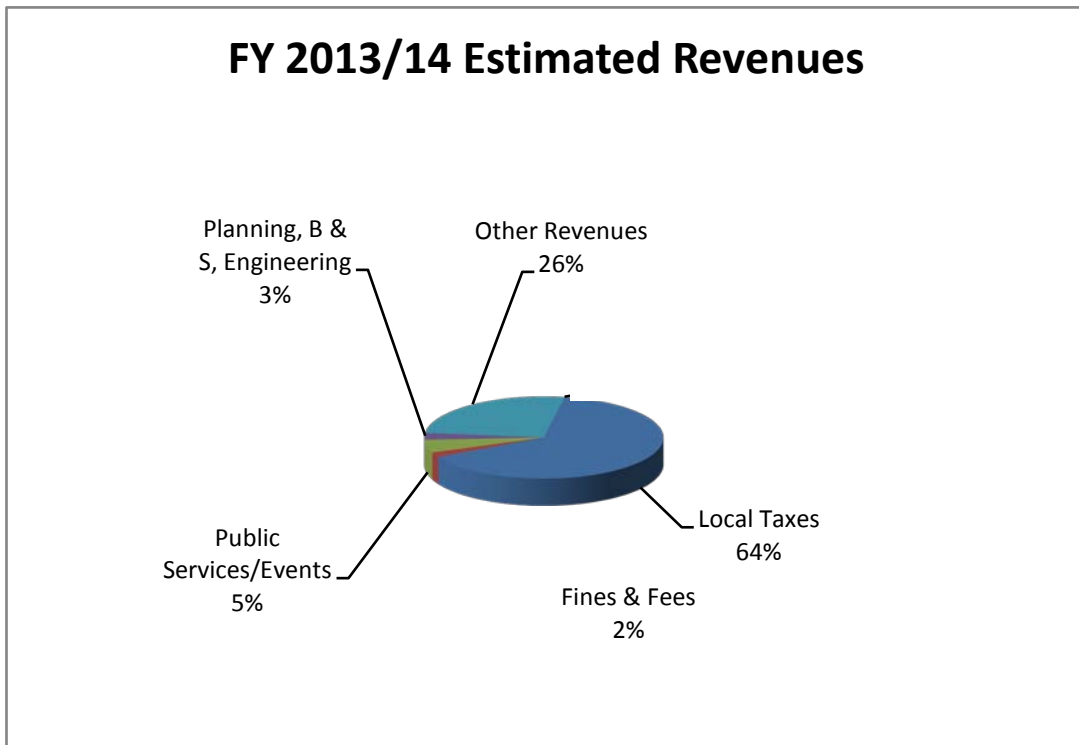
**Town of Apple Valley - Appropriations**  
**Fiscal Year 2013/14 - Summary of General Fund**

FUNDS	Appropriations
General Government	\$8,425,754
Public Safety	11,515,579
Public/Municipal Services	3,500,562
Community/Economic Development	1,167,090
<b>Total Expenditures</b>	<b><u><u>\$24,608,985</u></u></b>



**Town of Apple Valley - Budgeted Revenues**  
**Fiscal Year 2013/14- Summary of General Fund**

SOURCE	REVENUES
Local Taxes	16,940,000
Fines & Fees	329,500
Public Services/Events	1,204,205
Planning, B & S, Engineering	576,000
Other Revenues	5,734,187
<b>Total Revenues</b>	<b><u>24,783,892</u></b>



GENERAL FUND REVENUE							
Code	Revenue Classification	Actual Revenue 2010-11	Actual Revenue 2011-12	Amended Budget 2012-13	Estimated Revenue 2012-13	% of Revenue Received	Adopted Budget 2013-14
LOCAL TAXES							
4020	Property Tax	2,049,373	2,172,489	2,410,300	2,860,700	118.7%	3,218,000
4025	Property Tax (Sales Tax Backfill)	1,382,393	1,267,248	1,409,000	1,409,000	100.0%	1,383,000
4030	Property Tax (VLF Backfill)	5,168,855	5,132,738	5,170,000	5,170,000	100.0%	5,190,000
4055	Sales & Use Tax	3,819,221	4,139,105	4,090,000	4,090,000	100.0%	4,761,300
4085	Franchise Taxes	1,727,194	1,720,033	1,700,000	1,825,748	107.4%	1,875,000
4095	Transient Occupancy Tax	6,051	6,670	8,000	8,000	100.0%	8,000
4110	Motor Vehicle In-Lieu	318,318	34,778	36,040.00	36,040	100.0%	-
4134	Tax increment/Pass through	40,152	132,576	145,700	145,700	100.0%	-
4142	Business License Fees	179,195	168,488	180,000	180,000	100.0%	180,000
4144	CSA 17	1,630,304	-	-	-	-	-
4176	Property Transfer Tax	141,983	150,085	140,000	140,000	100.0%	150,000
Subtotal - Local Taxes		16,463,039	14,924,211	15,289,040	15,865,188	103.8%	16,765,300
FINES & FEES & PUBLIC SAFETY CONTRIBUTIONS							
4355	Police Fines & Forfeitures	127,488	91,423	120,000	94,720	78.9%	100,000
4360	False Alarms	100	-	-	-	-	-
4365	Police Reports & Charges	-	2,197	5,000	5,000	100.0%	5,000
4377	Tow Release	101,800	81,200	75,000	75,000	100.0%	85,000
6925	OTS Sobriety Check Point	32,760	63,920	50,000	50,000	100.0%	-
6927	Police Grants	134,902	119,817	190,000	190,000	100.0%	149,500
6931	Seat Belt Compliance	-	1,749	-	-	-	-
Subtotal - Fines & Fees		397,050	360,306	440,000	414,720	94.3%	339,500
PUBLIC SERVICES							
4145	Debris Recycling	1,500	-	1,000	1,000	100.0%	1,000
4160	Microfilming	4,162	4,731	5,000	5,000	100.0%	5,000
4410	Animal Control Citation Fines	20,851	28,834	20,000	20,000	100.0%	25,000
4420	Animal Control Permits	2,175	3,206	3,000	3,000	100.0%	3,000
4430	Animal Licenses	264,369	275,261	260,000	260,000	100.0%	275,000
4435	Animal Services Sheltering Contract	-	-	132,900	132,900	100.0%	303,705
4440	Field P/U Apprehension	9,001	10,724	10,000	10,000	100.0%	10,000
4450	Field P/U Release	7,304	5,750	6,000	6,000	100.0%	6,000
4460	Impound Boarding Fees	21,075	23,553	20,000	20,000	100.0%	20,000
4465	Lien Fees	701	779	1,000	1,000	100.0%	10,000
4470	Miscellaneous AC	17,358	16,125	22,000	22,000	100.0%	20,000
4480	Owner Turn in @ Shelter	18,090	18,118	15,000	15,000	100.0%	18,000
4490	Pet Adoptions	81,089	80,816	70,000	70,000	100.0%	80,000
4500	Quarantine Fees	1,595	2,000	1,500	1,500	100.0%	2,500
4510	Rabies Vaccination	8,456	8,253	14,000	14,000	100.0%	10,000
4517	Shelter Cap. Impr. County Payment	-	-	35,000	35,000	-	-
4520	Shelter Donations	253	405	-	-	-	50,000
4530	Over/Short	11	62	-	-	-	-
4540	Spay and Neuter Deposit	4,065	3,594	2,500	2,500	100.0%	4,250
4550	State Mandated Fees AC	6,590	6,943	6,000	6,000	100.0%	6,950
5580	Short/Over Recreation	-	95	-	-	-	-
6050	Code Enforcement Fines	639,250	370,186	300,000	300,000	100.0%	300,000
6070	Property Maint Inspections	107,989	99,372	120,000	120,000	100.0%	120,000
6168	Right-of-Way Permits	53,300	42,115	40,000	40,000	100.0%	42,000
Total - Public Services		1,269,184	1,000,922	1,084,900	1,084,900	100.0%	1,312,405
BUILDING AND SAFETY							
6108	Building Permits	220,864	165,677	300,000	240,523	80.2%	233,500
6114	CSA	1,550	2,995	-	-	-	-
6120	Electrical	30,558	46,400	30,000	75,639	252.1%	55,000
6130	Grading	4,150	1,807	2,500	4,058	162.3%	2,500
6134	Inspections (Other)	9,372	10,396	10,000	10,000	100.0%	10,000
6148	Mechanical	26,708	22,853	25,000	25,000	100.0%	25,000
6152	Misc Revenue - Building & Safety	3,453	6,019	3,500	9,239	264.0%	6,000
6158	Plan Check	80,009	113,599	95,000	105,000	110.5%	110,000
6162	Plumbing	36,852	29,730	30,000	30,000	100.0%	30,000
6169	SB 1473	372	(60)	-	-	-	-
6174	SMI Tax	511	(308)	-	-	-	-
Total - Building & Safety		414,399	399,107	496,000	499,459	100.7%	472,000

GENERAL FUND REVENUE							
Code	Revenue Classification	Actual Revenue 2010-11	Actual Revenue 2011-12	Amended Budget 2012-13	Estimated Revenue 2012-13	% of Revenue Received	Adopted Budget 2013-14
<b>PLANNING AND ZONING</b>							
6104	Appeals	468	224	500	500	100.0%	500
6110	Certificate of Compliance	2,346	1,564	1,500	1,500	100.0%	2,500
6112	Copies and Reproduction	4,847	1,533	3,000	3,000	100.0%	2,500
6118	Development Permit	5,942	5,062	12,000	12,000	100.0%	10,000
6128	General Plan Amendment	16,464	(1,455)	12,000	12,000	100.0%	12,000
6132	Home Occupation Permit	8,580	5,885	5,000	5,000	100.0%	5,000
6142	Lot Line Adjustment	1,960	589	2,000	2,000	100.0%	2,000
6144	Lot Merger	584	2,336	2,000	2,000	100.0%	2,000
6150	Minor Sub-divisions	-	626	-	-	-	-
6156	Miscellaneous Revenue - Planning	1,737	2,129	7,800	7,800	-	8,000
6165	Open Space	21	270	-	-	-	-
6170	Sign Permit	2,434	2,162	1,500	1,500	100.0%	1,500
6172	Site Plan Review	23,162	30,961	7,000	34,704	495.8%	34,000
6176	Special Events	1,291	1,372	1,000	1,000	100.0%	1,000
6180	Tentative Parcel Map	-	3,502	3,000	3,000	100.0%	3,000
6182	Tentative Tract Map	8,148	17,857	3,000	3,000	100.0%	3,000
6192	Use Permit	39,783	16,661	30,000	15,675	52.3%	16,500
6195	Variance (Deviations)	2,339	447	2,000	2,000	100.0%	2,000
<b>Total - Planning Fees</b>		<b>120,106</b>	<b>91,726</b>	<b>93,300</b>	<b>106,679</b>	<b>114.3%</b>	<b>105,500</b>
<b>ENGINEERING</b>							
6154	Miscellaneous -Engineering	146	-	-	-	-	-
6160	Plan Check	6,256	67,057	20,000	22,784	113.9%	22,000
6188	Transportation Permits	3,022	43,956	10,000	2,170	21.7%	3,000
<b>Total - Engineering</b>		<b>9,424</b>	<b>111,013</b>	<b>30,000</b>	<b>24,954</b>	<b>83.2%</b>	<b>25,000</b>
<b>Sub Total - Community Development</b>		<b>543,929</b>	<b>601,846</b>	<b>619,300</b>	<b>631,092</b>	<b>101.9%</b>	<b>602,500</b>
<b>OTHER REVENUES</b>							
4165	Miscellaneous Penalties or Fines	2,031	1,203	2,100	2,100	100.0%	2,100
4168	Notary Fees	40	20	-	-	0.0%	-
4170	Other Revenue Sources	345,617	354,330	-	-	0.0%	-
4172	Passport Fees	16,155	15,618	15,000	15,000	100.0%	15,000
4181	Refunds, Reimbursements	273,235	158,847	140,750	140,750	100.0%	160,000
4183-75	SCE Incentive Payments	-	10,005	-	-	-	-
4185	State Mandated Reimbursements	30,166	35,859	36,000	36,000	100.0%	36,000
4255	Interest Earnings	66,935	15,790	88,400	88,400	100.0%	85,000
4352	Booking Fees	2,372	522	600	600	100.0%	600
4370	Restitution	912	1,597	1,000	1,000	0.0%	1,000
5540	Sponsorship Revenue	5,450	-	-	-	0.0%	-
5700	Rentals	1,738	3,525	3,500	15,000	-	41,346
6690	Water Use Fees	-	28,796	20,000	20,000	100.0%	-
6808	EMPG Grant	10,985	18,962	8,900	8,900	100.0%	8,500
6996	Town Store Sales	807	1,560	12,000	550	4.6%	2,000
6999	Transfer In - Street Maint. Fund 2010	-	737,364	761,203	761,203	100.0%	879,532
6999	Transfer In - Parks & Rec. Fund 2510	-	346,499	343,300	343,300	100.0%	391,170
6999	Transfer In - VVEDA RORF PA#1 2725	-	150,598	-	-	0.0%	-
6999	Transfer In - RORF PA#2 2730	-	150,599	-	-	0.0%	-
6999	Transfer In - RDA/VVEDA Fund 4010	-	210,837	-	-	0.0%	-
6999	Transfer In - RDA PA No. 2 Fund 402	-	210,837	-	-	0.0%	-
6999	Transfer In - Wastewater Fund 5010	-	1,664,026	1,668,583	1,668,583	100.0%	1,563,943
6999	Transfer In - Solid Waste Fund 5510	-	1,117,346	1,584,416	1,584,416	100.0%	1,797,996
6999	Transfer In - 5510 Franchise Fee	470,510	483,655	780,000	780,000	100.0%	780,000
<b>Subtotal - Other Revenues</b>		<b>1,226,953</b>	<b>5,718,395</b>	<b>5,465,752</b>	<b>5,465,802</b>	<b>100.0%</b>	<b>5,764,187</b>
<b>TOTAL - GENERAL FUND REVENUES</b>		<b>19,900,154</b>	<b>22,605,680</b>	<b>22,898,992</b>	<b>23,461,702</b>	<b>102.5%</b>	<b>24,783,892</b>

## SALES & USE TAX

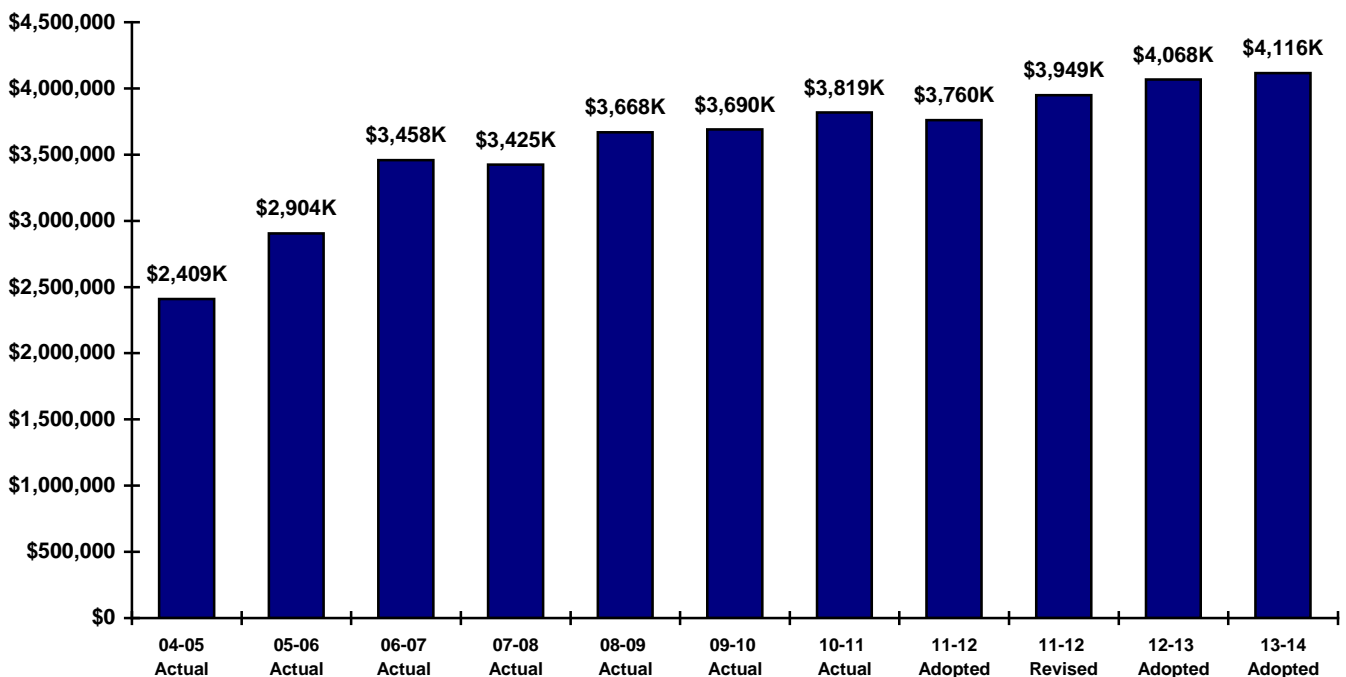
Sales Tax is imposed on retailers selling tangible personal property in California. The Use Tax is imposed on the user of a product purchased out-of-state and delivered for use in California. The Sales & Use Tax rate for San Bernardino County is 8.00% and is broken down as follows:

State General Fund	5.00%
State Education Protection Account	0.25%
City/County Local Tax	1.00%
Countywide Transportation Tax	0.25%
County Mental Health	0.50%
Public Safety Augmentation Fund (Prop 172)	0.50%
County Transactions Tax (Measure I)	<u>0.50%</u>
<b>Total Rate</b>	<b><u>8.00%</u></b>

Sales & Use Tax represents a significant revenue source for Apple Valley and is estimated at \$4.1 million or 16.72% of the total General Fund revenues estimated for FY 13-14. This amount represents an increase of \$48,000 from the adopted estimate in the FY 12-13 budget. This change in revenue is directly attributed to a continued increase in sales activity. The Town has been experiencing increases in Sales Tax revenues for eleven of the last twelve consecutive quarters, starting in the quarter-ended June, 2009 when the recession ended. The Town is anticipating a continued “slow, low growth” with respect to revenues typically affected by the regional/national economy such as the Sales & Use Tax.

Also, in addition to the \$4.1 million sales tax estimate, the Town receives a \$1.4 million sales tax backfill payment from the State in the form of property taxes (accounted for as Sales Tax In-Lieu). This backfill from the State is the result of the “triple flip”, which was approved by the voters in 2004 under Proposition 57 to finance the State’s Fiscal Recovery Bonds. Under this Proposition, the State took one fourth of the local agencies’ sales tax and backfilled it with a like amount in property taxes from the Educational Revenue Augmentation Fund (ERAF). The State estimates the “triple flip” to continue for 13 years or until the bonds are paid off.

The State Board of Equalization administers the sales tax and remits to local governments: 30% for the first month of each quarter, another 30% the following month, and 40% at the end of the quarter with a “clean-up” payment. The “triple flip” portion is remitted only twice a year, in January and May. Apple Valley’s sales tax base remains strong with significant diversity across all business types.

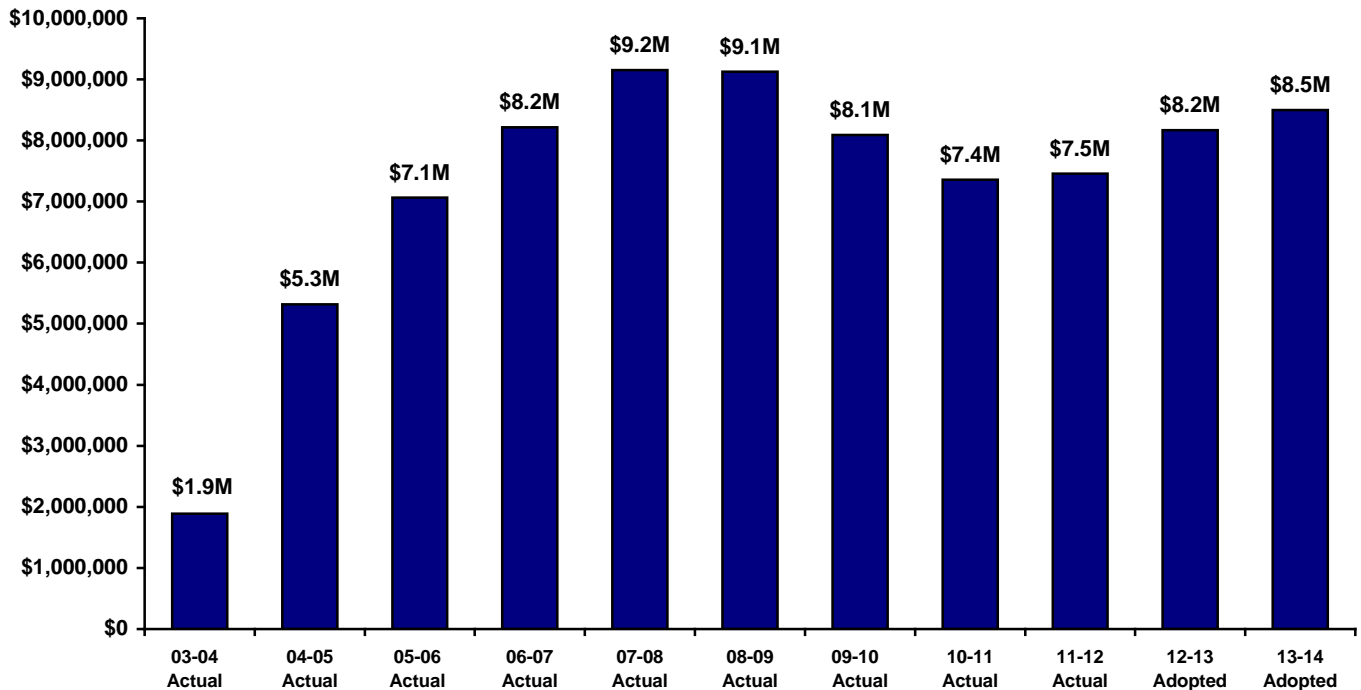


## **PROPERTY TAX**

Property Tax is imposed on real property (land and permanently attached improvements such as buildings) and tangible personal property (movable property) located within the State, based on the property value rather than on a fixed amount or benefit. Properties are distinguished as secured and unsecured (property for which the value of the lien is not sufficient to assure payment of the tax). Article XIII A of the State Constitution limits the real property tax rate to 1% of the property's assessed value plus rates imposed to fund indebtedness approved by the voters. The Town of Apple Valley's share of the 1% is equivalent to approximately 13 cents for every \$1.00 collected by the County for property taxes. With the passage of Prop 13 in 1978, assessed valuations are limited to a 2% CPI increase each year when the CPI index exceeds 2%.

The Town of Apple Valley's property tax base is made up of commercial, residential and industrial properties. Many residential homes were built during the 1990's and 2000's, and include a large portion of long time residents. Because of this dynamic and the Prop 13 restriction to assessed values, the assessed value of many properties is still far less than market value. Over the last few years as market values have declined, the Town has benefited from positive Prop 13 CPI adjustment factors to properties where the assessed value was still lower than the market value. These positive adjustments have balanced some of the reductions to properties previously assessed higher than the current market value. During FY 11-12, the CPI adjustment factor was a negative .0237%. This was the first time since Prop 13 was enacted (35 years ago) where the CPI adjustment factor was negative. For the current fiscal year, the CPI adjustment factor is a positive 0.753%. Based upon discussions with the County Assessor's Office, the CPI adjustment factor for FY 13-14 is expected to be positive and may exceed 3%.

For FY 13-14, estimated revenue from Property Taxes is \$8.5 million, which represents 36.1% of the total General Fund revenue. This estimate is an increase of \$311,000 or 3.63% over the adopted revenue estimate in FY 12-13. Because the CPI adjustment factor is not known but expected to be approximately 3%, the Town is expecting only a slight increase in property tax revenues. Included in the estimates are Secured Property Tax, Unsecured Taxes, Supplemental Taxes, Homeowner's Exemption (\$7,000 of assessed value is exempt from property tax, which is made up by State subvention), Delinquent Taxes, and Property Transfer Tax (assessed at 55 cents for every \$500 of market value at the time of transfer – half of this amount or 27.5 cents goes to the County).



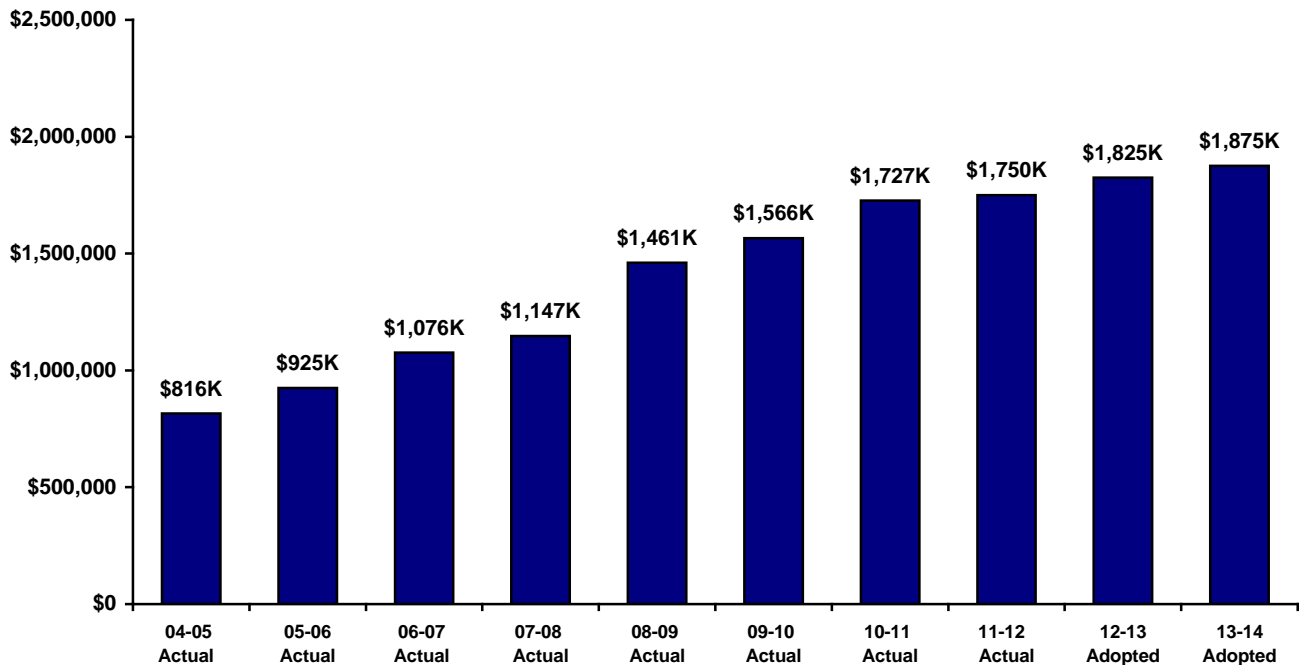
## **FRANCHISE FEES**

The Town grants a franchise to utility companies for the use of Town streets and rights-of-way. Currently, the Town collects electric franchise fees from Southern California Edison, gas franchise fees from Southwest Gas Company, and water franchise fees from Golden State Water and Apple Valley Ranchos at the rate of 2% of gross receipts arising from use, operation or possession of the franchise; and, cable franchise fees from Charter and Verizon at the rate of 5% of receipts, net of bad debt. The electric, gas and water franchise fees are paid annually while the cable franchise fees are paid on a quarterly basis. By authority of the Public Utility Commission (PUC), electric, gas and water franchise fees are limited to 2% and cable franchise fees are limited to 5% of gross receipts. Any growth in franchise revenues would be as a result of utility rate increases imposed by the electric, gas, water and cable companies.

On August 15, 1989, the Town Council adopted Ordinance number 34 (subsequently amended by Ordinance number 128 adopted November 9, 1993) to implement Solid Waste Regulations and contract fees to be effective upon adoption. The Town has established contract franchise fees of 6% pursuant to its adopted agreement with its waste hauler.

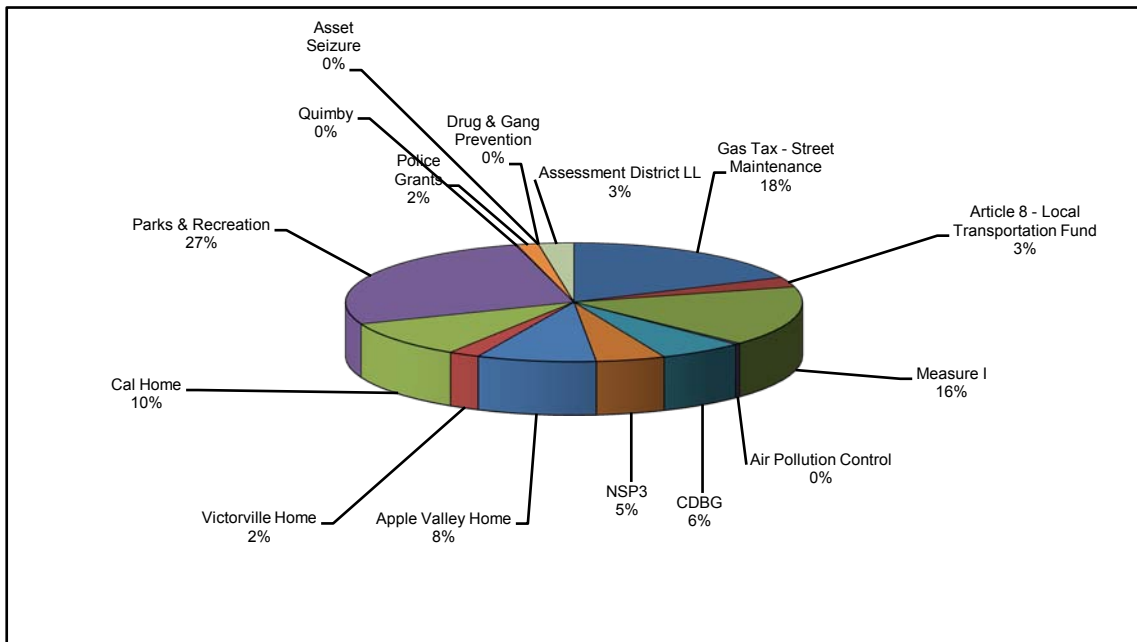
For FY 13-14, estimated revenue from all Franchise Fees amounted to \$1.9 million, which represents 8.1% of the total General Fund revenue. This total amounts to a slight increase of \$50,000 from the prior fiscal year. This source of revenue has essentially remained flat for the past four years.

The Town currently does not collect or receive any revenue from a PEG (Public, Education and Government) fee that would be paid by the cable franchisees. These fees, when collected, are intended to fund programming to help inform or educate the public regarding municipal operations and would also help support the operating costs for any cable television programming or public access programming services provided by the Town.



## 2013/14 Special Revenue Funds Revenue

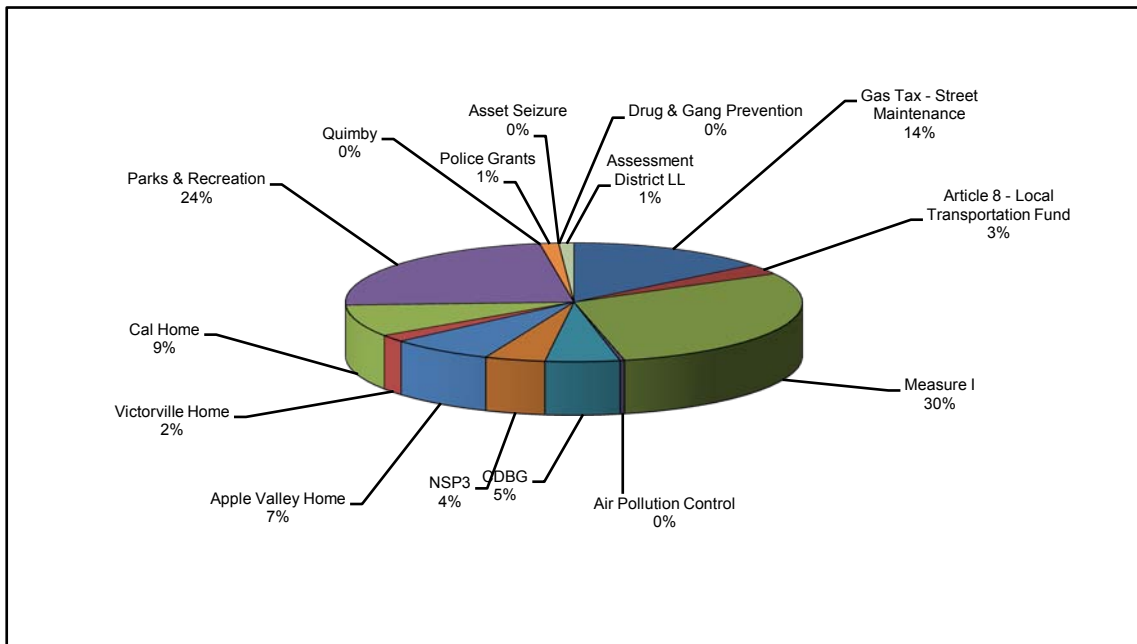
Gas Tax - Street Maintenance	\$2,342,305
Article 8 - Local Transportation Fund	350,000
Measure I	2,105,650
Air Pollution Control	47,450
CDBG	779,661
NSP3	631,233
Apple Valley Home	1,087,893
Victorville Home	283,206
Cal Home	1,284,673
Parks & Recreation	3,470,141
Quimby	10,500
Police Grants	196,817
Asset Seizure	-
Drug & Gang Prevention	-
Assessment District LL	325,350
<b>Total-Special Rev Funds Revenue</b>	<b><u><u>\$12,914,879</u></u></b>





## 2013/14 Special Revenue Funds Expenditures

Gas Tax - Street Maintenance	\$2,110,392
Article 8 - Local Transportation Fund	420,000
Measure I	4,359,150
Air Pollution Control	47,320
CDBG	779,661
NSP3	631,233
Apple Valley Home	1,087,893
Victorville Home	283,206
Cal Home	1,284,673
Parks & Recreation	3,470,141
Quimby	-
Police Grants	196,817
Asset Seizure	-
Drug & Gang Prevention	-
Assessment District LL	160,250
<b>Total-Special Rev Funds Expenditures</b>	<b><u><u>\$14,830,736</u></u></b>

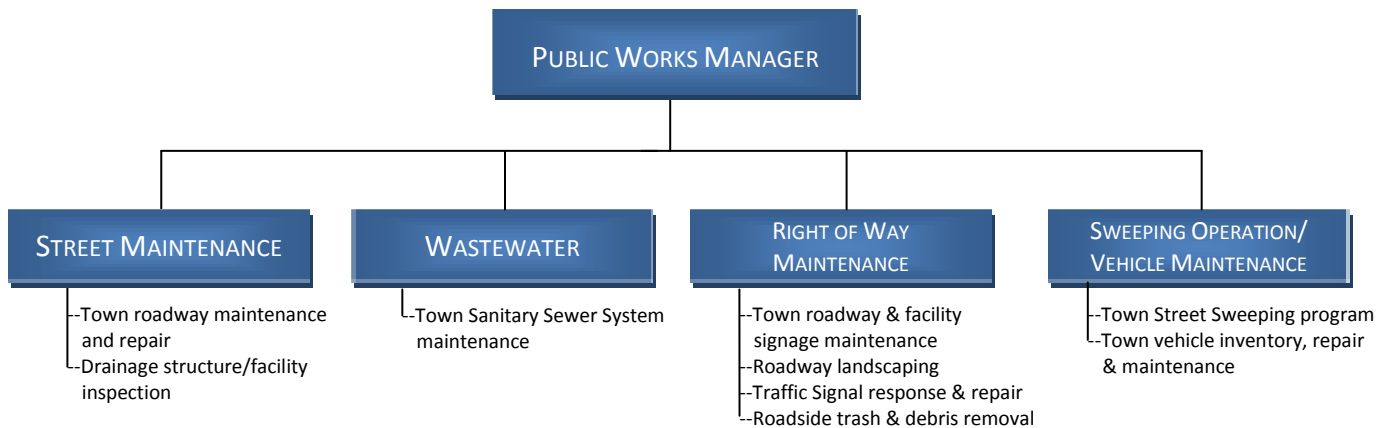


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Town of Apple Valley

# 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.

## 2013-14 PROGRAMMATIC CHANGES

**WASTEWATER ENTERPRISE FUND:** Sewage treatment costs reflect an increase of 6.7% over last year as a result of a fiscal year increase in treatment costs by VVWRA to its member agencies. The FY13-14 budget includes capital fund expenditures to make necessary improvements. Specifically-

- \$234,000 AD2B Lift Station Improvements for additional capacity
- \$132,000 Manhole Rehabilitation, Various Locations

The FY13-14 budget also includes an increase in personnel costs to reflect one internal promotion of a Maintenance Worker I position to a Maintenance Worker II position.

**STREET MAINTENANCE FUND:** The FY13-14 budget includes a freeze on capital fund expenditures.



## 2012-13 HIGHLIGHTS

- Completion of the Town Sewer System Master Plan Update Project
- Completion of Lift Station AD3A-1 improvements for flood protection

- Emergency replacement of 2 AD3A Sewer Manhole Structures
- Commencement of Comprehensive Roadway Pavement Crack Sealing Program
- Wet-well bypassing and cleaning at all 9 lift stations
- Recorded 0 sanitary sewer overflows

- 35.4 miles of sewer mainline cleaned
- 5.4 miles of sewer mainline video inspected
- 32 roadway sectionals removed/replaced
- 26 local drainage structures inspected/cleaned
- 3 sections of roadway sidewalk repaired/replaced
- 20,581LF of roadway marking lanelines replaced/installed

- 44 roadway marking legends replaced/installed
- 163 street name signs replaced/installed
- 142 roadway signs replaced/installed

### 2013-14 GOALS AND OBJECTIVES

- Completion of Sewer Manhole Rehabilitation Project
- Completion of Lift Station AD2B Improvements for capacity

<b>Department Performance Measures – Public Works</b>		
	Actual FY 12-13	Goal FY 13-14
Sewer mainline cleaned (miles)	35.4	45
Sewer mainline video inspected	5.4	10
Local drainage structures inspected and cleaned	26	36
Street name signs replaced	163	200
Roadway signs replaced	142	200
Roadway sections replaced	32	40
Roadway marking lanelines replaced (miles)	20,581	25,000
Roadway marking legends replaced	44	100

## STREET MAINTENANCE FUND

TOTAL BUDGET - \$2,110,392

This budget covers the Town's street maintenance program including street repairs, right of way maintenance, and street sweeping. Revenue comes from three major sources: Gas Taxes, Proposition 42 Traffic Congestion Relief Funds and Local Transportation Funds. These funds are restricted for street maintenance and repairs. 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 - \$2,110,392

STREET MAINTENANCE FUND 2010-5010							
Code	Revenue Classification	Actual Revenue 2010-11	Actual Revenue 2011-12	Amended Budget 2012-13	Estimated Revenue 2012-13	% of Revenue Received	Adopted Budget 2013-14
BEGINNING FUND BALANCE		-	(4,959)	29,752	29,752		270,721
4179	Recycling Revenue	-	195	-	-		-
4181	Refunds, Reimb, Rebates	14,406	1,510	-	700		-
6809	Section 2103	665,562	945,297	763,049	568,000	74.4%	994,987
6810	Section 2105	377,881	319,852	339,778	259,000	76.2%	328,394
6811	Section 2106	237,192	220,814	232,058	189,300	81.6%	222,499
6812	Section 2107	504,899	459,097	487,628	431,700	88.5%	488,925
6813	Section 2107.5	11,367	7,500	7,500	7,500	100.0%	7,500
6999	Transfer In - Fund 2015	523,929	-	275,394	664,988	241.5%	300,000
Total Revenues		2,335,236	1,954,265	2,105,407	2,121,188	100.7%	2,342,305
Code	Expenditure Classification	Actual Expense 2010-11	Actual Expense 2011-12	Adopted Budget 2012-13	Estimated Expense 2012-13	% of Budget Expended	Adopted Budget 2013-14
Personnel Services							
7010	Salaries & Wages - Permanent	289,117	311,344	260,439	260,439	100.0%	306,167
7030	Overtime	2,785	5,747	15,000	15,000	100.0%	15,000
7110	Cafeteria Benefits	62,362	60,880	52,082	52,082	100.0%	59,259
7120	Deferred Comp	1,216	1,304	1,400	1,400	100.0%	1,482
7150	Medicare	4,176	4,594	3,776	3,776	100.0%	4,439
7160	PERS	61,948	72,433	54,973	54,973	100.0%	66,328
Total Personnel		421,604	456,302	387,670	387,670	100.0%	452,675
Operations & Maintenance							
7180	Uniform cleaning and replacement	3,698	2,432	3,000	1,900	63%	2,500
7223	Disposal	1,879	1,605	-	1,060		1,200
7229	Education & Training	1,318	752	650	650	100%	345
7241	Meetings & Conferences	178	58	100	50	50%	100
7247	Membership & Dues	360	460	440	440	100%	440
7253	Mileage	-	-	100	-		100
7259	Miscellaneous	308	1,291	1,500	1,300	87%	800
7265	Office Supplies	87	121	1,000	700	70%	500
7295	0109 Utilities Phones, Internet	153,323	6,519	7,500	4,800	64%	5,000
7295	0847 Utilities Electricity usage	-	127,067	100,000	85,000	85%	95,000
7295	0848 Utilities Natural gas usage	-	808	1,500	750	50%	800
7295	0849 Utilities Water usage	-	22,613	23,000	20,400	89%	25,300
7335	NPDES - Compliance	31,992	32,024	20,000	18,196	91%	65,000
7360	Safety	505	350	500	500	100%	500
7655	Building Maintenance	1,068	1,859	4,550	5,500	121%	2,500
7907	Curbs & Sidewalks	4,842	126	-	-		-
7914	Drain Maint. & Repair	7,334	4,115	15,000	15,000	100%	15,000
7928	Paving & Sealing	83,980	77,749	-	-		-
7935	ROW Maintenance	88,343	102,919	110,000	100,000	91%	110,000
7956	Signal & Lighting Maint.	68,800	52,296	75,000	65,000	87%	90,000
7963	Signing	21,377	25,163	25,000	25,000	100%	25,000
7970	Small Tools	3,491	1,653	5,000	3,000	60%	4,000
7977	Street Repairs	377,764	69,888	150,000	150,000	100%	150,000
7984	Street Striping	30,518	33,017	35,000	35,000	100%	35,000
7991	Street Sweeping	28,513	27,807	20,000	20,000	100%	20,000
8916	Audit	1,700	1,281	1,700	1,700	100%	1,700



Code	Expenditure Classification	Actual Expense 2010-11	Actual Expense 2011-12	Adopted Budget 2012-13	Estimated Expense 2012-13	% of Budget Expended	Adopted Budget 2013-14
8940	Contracted Services	11,032	6,480	3,000	3,000	100%	3,000
8964	Engineering Contractor	73,615	70,898	75,000	75,000	100%	75,000
9013	Communications Equipment	380	-	-	-		-
9026	Equipment & Radio Maintenance	747	1,044	700	7,000	1000%	5,000
9052	Gasoline, Diesel, Oil	33,577	34,074	35,000	29,000	83%	35,000
9065	Leased Equipment	593	342	600	400	67%	600
9078	Safety Equipment	1,099	1,517	1,500	1,000	67%	800
9091	Vehicle Maintenance	6,807	6,784	7,000	5,000	71%	8,000
9999	Operating Transfers	879,363	737,364	761,203	761,203	100%	879,532
	<b>Total Operations &amp; Maint</b>	<b>1,918,591</b>	<b>1,452,473</b>	<b>1,484,543</b>	<b>1,437,549</b>	<b>97%</b>	<b>1,657,717</b>
9120	Capital Outlay	-	10,779	55,000	55,000	100%	-
9417	Capital Projects	-	-	-	-		-
9860	Interest Expense	-	-	-	-		-
9525	Paving - PMS Priority	-	-	-	-		-
	<b>Total Capital Expenditures</b>	<b>-</b>	<b>10,779.31</b>	<b>55,000</b>	<b>55,000</b>	<b>100.0%</b>	<b>-</b>
	<b>Total Expenditures</b>	<b>2,340,195</b>	<b>1,919,555</b>	<b>1,927,213</b>	<b>1,880,219</b>	<b>97.6%</b>	<b>2,110,392</b>
	<b>ENDING FUND BALANCE</b>	<b>(4,959)</b>	<b>29,752</b>	<b>207,946</b>	<b>270,721</b>		<b>502,634</b>

<b>Personnel Schedule</b>	<b>Actual 2010-2011</b>	<b>Actual 2011-12</b>	<b>Actual 2012-13</b>	<b>Adopted 2013-14</b>
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	0.00	0.00	0.00
Senior Maintenance Worker	1.00	1.00	1.00	2.00
Maintenance Worker II	1.00	1.00	0.00	0.50
Maintenance Worker I	4.00	4.00	3.00	2.00
<b>Total FTE's:</b>	<b>8.00</b>	<b>7.00</b>	<b>5.00</b>	<b>5.50</b>



# LOCAL TRANSPORTATION FUND

TOTAL BUDGET – \$420,000

The expenditures in this budget reflect a transfer of funds to the street maintenance programs. Revenue comes from SB325/Article 8 funds which are restricted for transit or street projects/activities. The expected fund balance at the beginning of the budget year is \$79,348 and SB325 funds totaling \$350,000 are expected to be received in fiscal year 2013-14, leaving an expected fund balance at the end of the fiscal year of \$9,348.



# LOCAL TRANSPORTATION FUND

TOTAL BUDGET - \$ 420,000

LOCAL TRANSPORTATION FUND 2015-5210							
Code	Revenue Classification	Actual Revenue 2010-11	Actual Revenue 2011-12	Amended Budget 2012-13	Estimated Revenue 2012-13	% of Revenue Received	Adopted Budget 2013-14
	BEGINNING FUND BALANCE	169,060	79,348	79,348	79,348		79,348
6804	Sales Tax - SB 325	435,557	-	275,394	664,988	241.5%	350,000
	Total Revenues	435,557	-	275,394	664,988	241.5%	350,000
Code	Expenditure Classification	Actual Expense 2010-11	Actual Expense 2011-12	Amended Budget 2012-13	Estimated Expense 2012-13	% of Budget Expended	Adopted Budget 2013-14
8940	Contract Services (Bike Lane Network Review)	-	-	-	-		60,000
9860	Interest Expense	1,340	-	-	-		-
9999	Transfer to Street Maint. - 2010	523,929	-	275,394	664,988	241.5%	300,000
9999	Transfer to Measure I - 2021	-	-	-	-		60,000
	Total Expenditures	525,269	-	275,394	664,988	-	420,000
	ENDING FUND BALANCE	79,348	79,348	79,348	79,348	-	9,348

# MEASURE I FUND

## LOCAL PASS-THROUGH FROM SANBAG

TOTAL BUDGET – \$4,359,150

Measure I Local Pass-Through Funds will be used by the Town of Apple Valley for a variety of transportation related projects, including adding capacity to our regional arterial system, reconstruction, regular and periodic maintenance of existing roadways. These Measure I funds allocated for the Town's local street program (68%) are allocated with 50% of these roads identified specifically on our plan (categorical). The balance may be used on streets identified for reconstruction and regular maintenance chosen based on their priority within the Town's Pavement Management Program (non-categorical). Several projects are in various stages, from inception to completion, utilizing Measure I funds.



# MEASURE I

LOCAL PASS-THROUGH FROM SANBAG

TOTAL BUDGET - \$4,359,150

Capital Improvement Program-Measure I Local 2040 - Account Number 2021-5210							
Code	Revenue Classification	Actual Revenue 2010-11	Actual Revenue 2011-12	Amended Budget 2012-13	Estimated Revenue 2012-13	% of Revenue Received	Adopted Budget 2013-14
BEGINNING FUND BALANCE		104,398	1,762,235	2,758,798	2,758,798		5,831,255
4181	Reimb from SB County (9307)	-	-	107,325	107,325	100.0%	-
4055	Sales Tax - Local (35%)	1,680,074	1,700,596	1,646,000	1,646,000	100.0%	1,600,000
4255	Interest	3,579	7,784	3,000	3,000	100.0%	3,000
6816	Grants	-	-	-	-	0.0%	442,650
6666	Transfer in - 2015	-	-	-	-		60,000
Total Revenue		1,683,653	1,708,379	1,756,325	1,756,325	100.0%	2,105,650
Code	Expenditure Classification	Actual Expense 2010-11	Actual Expense 2011-12	Amended Budget 2012-13	Estimated Expense 2012-13	% of Budget Expended	Adopted Budget 2013-14
Capital Projects (Infrastructure)							
8940	Contract Services - CCParking Lot Imp	-	-	-	-		90,000
9282	Bear Valley Bridge Rehabilitation	-	-	330,000	15,000	100.0%	772,650
9307	Central Road Resurface	-	-	300,000	300,000	100.0%	-
9336-500	Dale Evans Pkwy@Waalew Rd Realign	-	-	-	-		100,000
9337	Dale Evans Resurface	-	-	985,000	400,000	40.6%	-
9390	High Desert Corridor	-	-	25,000	25,000	100.0%	25,000
9410	Hwy 18/AV Rd Intersection Imprv.	-	-	50,000	50,000	100.0%	350,000
9423	Joshua Rd Resurfacing	-	-	-	350,000		-
9424	Kasota Road North	-	1,409	172,500	172,500	100.0%	-
9442	Kiowa Rd (Bear Valley & Tussing)	25,816	595,766	-	10,000		-
9460	Nakash Rd Rehabilitation	-	-	90,000	-		90,000
9471	Navajo Rd Rehabilitation (BV to Hwy 18)	-	-	-	-		600,000
9525	Paving - PMS Priorities	-	70,144	700,000	100,000	14.3%	1,000,000
9536	Ramona Road Widening	-	-	-	-		66,500
9538	Rancherias Road Resurface	-	42,735	600,000	15,000	2.5%	700,000
9546	SanBag Congestion Mgmt Plan	-	-	5,000	5,000	100.0%	5,000
9563	Rancho Verde Elementary School-SR2S	-	-	-	-		20,000
9589	Yucca Loma Elementary-Safe Routes	-	-	-	-		15,000
9590	Yucca Loma Rd Undergrounding	-	-	-	-		25,000
9595	Yucca Loma Rd Widening	-	-	-	-		500,000
9999-491	Transfer out - 4910 BV Safe Routes	-	-	92,000	92,000	100.0%	-
9999-491	Transfer out - 4910 BV Bike Grant	-	1,762	-	41,168		-
Total Expenditures		25,816	711,817	3,349,500	1,575,668	47.0%	4,359,150
Residual Fund Balance Transfer				2,891,800	2,891,800		
ENDING FUND BALANCE		1,762,235	2,758,798	4,057,423	5,831,255		3,577,755

# 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 2010-11	Actual Revenue 2011-12	Amended Budget 2012-13	Estimated Revenue 2012-13	% of Budget Received	Adopted Budget 2013-14
3600	BEGINNING FUND BALANCE	86,267	109,129	85,695	85,785		85,915
6802	DMV Subventions	47,320	46,285	47,320	47,320		47,320
4255	Interest	542	280	90	130		130
	Total Revenue	47,862	46,566	47,410	47,450		47,450
Code	Expenditure Classification	Actual Expense 2010-11	Actual Expense 2011-12	Amended Budget 2012-13	Estimated Expense 2012-13	% of Budget Expended	Adopted Budget 2013-14
8940	Contract Services	25,000	70,000	47,320	47,320		47,320
	Total Expenditures	25,000	70,000	47,320	47,320		47,320
	ENDING FUND BALANCE	109,129	85,695	85,785	85,915		86,045



# COMMUNITY DEVELOPMENT BLOCK GRANT

TOTAL BUDGET - \$779,661

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 2010-11	Actual Revenue 2011-12	Amended Budget 2012-13	Estimated Revenue 2012-13	\$ of Revenue Received	Adopted Budget 2013-14
BEGINNING FUND BALANCE		(17,888)	(28,290)	(63,674)	(63,674)		-
4181	Refunds, Reimb, Rebates	284	-	-	-		-
6827	FY 08-09 CDBG Allocation	669	6,074	-	20,679		-
6828	FY 09-10 CDBG Allocation	100,823	11,401	-	-		-
6829	FY 10-11 CDBG Allocation	520,104	121,930	-	45,322		30,857
6830	FY 11-12 CDBG Allocation	-	274,625	-	83,998		147,856
6831	FY 12-13 CDBG Allocation	-	-	931,054	890,406		49,948
6832	FY 13-14 CDBG Allocation	-	-	-	-		551,000
Total Revenues		621,880	414,029	931,054	#####	-	779,661
Code	Expenditure Classification	Actual Expense 2010-11	Actual Expense 2011-12	Amended Budget 2012-13	Estimated Expense 2012-13	% of Budget Expended	Adopted Budget 2013-14
Personnel Services							
7010	Salaries & Wages - Permanent	78,856	41,747	130,173	130,173	100.0%	107,749
7020	Salaries Part-Time	-	8,063	-	-		
7110	Cafeteria Benefits	9,108	4,197	18,841	18,841	100.0%	14,497
7120	Deferred Compensation	1,577	639	2,490	2,490	100.0%	2,142
7150	Medicare	1,173	728	1,888	1,888	100.0%	1,562
7160	PERS	16,481	7,940	27,477	27,477	100.0%	23,343
Total Personnel		107,195	63,313	180,868	180,868	100.0%	149,293
7205	Advertising	-	468	1,000	1,000	100%	1,500
7229	Education & Training	321	397	1,050	1,050	100%	1,100
7241	Meetings & Conferences	371	928	1,050	1,050	100%	1,100
7253	Mileage	457	856	1,000	1,000	100%	1,000
7259	Misc Costs	-	703	1,399	1,399	100%	-
7265	Office Supplies	834	488	700	700	100%	700
7277	Printing	8	-	-	-		-
7289	Subscriptions	-	-	500	500	100%	500
7350	Public Information	-	151	500	500	100%	500
8916	Audit	-	-	1,450	1,450	100%	1,500
8940	Contract Services	-	24,978	3,000	3,000	100%	-
8994	Unfunded Loan Costs	1,567	6,054	8,107	8,107	100%	-
9610-2510	Transfers - 2510	-	4,330	-	-		-
Total Operations & Maintenance		3,558	39,353	19,756	19,756	100%	7,900
FY 13-14 CDBG Program							
7430-0020	AV Bus Stop Accessibility			-	-		19,818
7430-0060	AV Golf Course Accessibility			-	-		25,000
7430-0075	Apple Valley Police Protective League			-	-		10,000
7430-0100	Assistance League of Victor Valley			-	-		14,000

Code	Expenditure Classification	Actual Expense 2010-11	Actual Expense 2011-12	Amended Budget 2012-13	Estimated Expense 2012-13	% of Budget Expended	Adopted Budget 2013-14
7430-0250	Church for Whosoever			-	-		5,000
7430-0300	San Bernardino County Library			-	-		5,000
7430-0500	Inland Fair Housing & Mediation Board - Fair Housing			-	-		6,500
7430-0550	Feed My Sheep Ministries			-	-		11,000
7430-0700	High Desert Homeless Services			-	-		14,650
7430-0953	James Woody Picnic Structures			-	-		25,000
7430-1000	Landlord Tenant Mediation-Inland Fair Housing & Mediation Board			-	-		6,500
7430-1050	Manufactured Home Repair Prgm.			-	-		120,000
7430-1175	Microenterprise Business Assistance Pgrm.			-	-		20,000
7430-1480	Victor Valley Community Services Council			-	-		10,000
7564-0000	Residential Rehabilitation Loan Program			-	-		120,000
7564-0000	Rehabilitation Administration			-	-		85,000
7564-0000	Salaries included in Personnel above			-	-		-
<b>Subtotal</b>				-	-		<b>497,468</b>
FY 12-13 CDBG Program							
7430-0100	Assistance League of Victor Valley			14,716	14,716	100%	-
7430-0200	Catholic Charities			10,716	10,716	100%	-
7430-0300	San Bernardino County Library			5,000	5,000	100%	-
7430-0360	Civic Center Park Aquatic Center			57,286	57,286	100%	-
7430-0500	Inland Fair Housing & Mediation Board - Fair Housing			13,033	13,033	100%	-
7430-0550	Feed My Sheep Ministries			8,000	8,000	100%	-
7430-0700	High Desert Homeless Services			14,716	14,716	100%	-
7430-0955	James Woody Security			125,000	0	0%	125,000
7430-1000	Inland Fair Housing & Mediation Board - Landlord Tenant			8,008	8,008	100%	-
7430-1475	Thunderbird Park Improvements			54,000	54,000	100%	-
7430-1480	Victor Valley Community Services Council			13,001	13,001	100%	-
7430-1600	Village Neighborhood Street Improvements			306,954	306,954	100%	-
7563-0000	Residential Rehabilitation Loan Program			100,000	100,000	100%	-
7563-0000	Rehabilitation Administration			84,348	21,123	25%	63,261
7563-0000	Salaries included in Personnel above			(84,348)	(21,123)	25%	(63,261)
<b>Subtotal</b>				<b>730,430</b>	<b>605,430</b>		<b>125,000</b>
FY 11-12 CDBG Program							
7430-0075	Apple Valley PAL	-	16,074	-	-		-
7430-0100	Assistance League	-	10,716	-	-		-
7430-0200	Catholic Charities	-	10,716	-	-		-
7430-0300	County Library	-	4,287	-	-		-
7430-0360	Civic Center Park Aquatic Center	-	24,000	-	-		-
7430-0500	Fair Housing	-	11,788	-	-		-
7430-0700	High Desert Homeless Services	-	10,716	-	-		-
7430-0951	James Woody Kitchen Imp	-	16,670	-	-		-
7430-1000	Landlord/Tenant Mediation	-	7,500	-	-		-
7430-1450	St. John of God Healthcare	-	6,429	-	-		-
7430-1480	VV Community Services Council	-	8,037	-	-		-
7430-1600	Village Road Project	-	5,096	-	-		-
7562-0000	RRLP Loans - Program Income	-	214,717	-	170,677		-
<b>Subtotal</b>		-	<b>346,746</b>	-	<b>170,677</b>		-
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	-	-	-		-
7430-0952	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 Prgm	117,202	-	-	-		-
<b>Subtotal</b>		<b>311,100</b>	-	-	-		-

Code	Expenditure Classification	Actual Expense 2010-11	Actual Expense 2011-12	Amended Budget 2012-13	Estimated Expense 2012-13	% of Budget Expended	Adopted Budget 2013-14
FY 09-10 CDBG Program							
7430-0375	Corwin Park Shade Structure	2,984	-	-	-		-
7430-1150	Mendel Park Shade Structure	136	-	-	-		-
7430-1475	Thunderbird Park Shade Structure	81	-	-	-		-
7430-1600	Village Neighborhood Road Improvement	207,247	-	-	-		-
7560-0000	Residential Rehabilitation Loan Program	779	-	-	-		-
	<b>Subtotal</b>	<b>211,227</b>	<b>-</b>	<b>-</b>	<b>-</b>		<b>-</b>
FY 08-09 CDBG Program							
7559	Residential Rehab Loans	(798)	-	-	-		-
	<b>Subtotal</b>	<b>(798)</b>	<b>-</b>	<b>-</b>	<b>-</b>		<b>-</b>
<b>Total Expenditures</b>		<b>632,282</b>	<b>449,412</b>	<b>931,054</b>	<b>976,731</b>	<b>105%</b>	<b>779,661</b>
<b>ENDING FUND BALANCE</b>		<b>(28,290)</b>	<b>(63,674)</b>	<b>(63,674)</b>	<b>-</b>		<b>-</b>

	<b>Actual 2010-11</b>	<b>Actual 2011-12</b>	<b>Actual 2012-13</b>	<b>Adopted 2013-14</b>
<b><u>Personnel Schedule</u></b>				
Housing & Community Dev. Spec II	0.50	0.45	0.00	0.59
Housing & Community Dev. Spec I	0.60	0.35	1.50	0.55
Associate Planner	0.00	0.00	0.15	0.15
Sr. Planner	0.00	0.00	0.08	0.09
Administrative Secretary	<u>0.00</u>	<u>0.00</u>	0.10	0.00
<b>Total FTE's:</b>	<b>1.10</b>	<b>0.80</b>	<b>1.83</b>	<b>1.38</b>



# NSP3

TOTAL BUDGET - \$631,233

This fund accounts for grant revenue 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 2010-11	Actual Revenue 2011-12	Amended Budget 2012-13	Estimated Revenue 2012-13	% of Revenue Received	Adopted Budget 2013-14
BEGINNING FUND BALANCE							
6829	NSP 10/11	552	125,417	1,382,226	705,812	51.1%	631,233
Total Revenues		552	125,417	1,382,226	705,812	51.1%	631,233
Code	Expenditure Classification	Actual Expense 2010-11	Actual Expense 2011-12	Amended Budget 2012-13	Estimated Expense 2012-13	% of Budget Expended	Adopted Budget 2013-14
Personnel Services							
7010	Salaries	-	14,512	22,017	22,017	100.0%	44,022
7110	Cafeteria Benefits	-	2,025	3,215	3,215	100.0%	5,125
7120	Deferred Comp	-	290	440	440	100.0%	1,600
7150	Medicare	-	205	319	319	100.0%	653
7160	PERS	-	3,568	4,647	4,647	100.0%	9,537
Total Personnel		-	20,601	30,638	30,638	100.0%	60,937
Operations & Maintenance							
7205	Advertising	-	-	1,000	200	20.0%	500
7229	Education & Training	-	-	1,050	1,050	100.0%	1,050
7241	Meetings & Conferences	-	135	2,100	200	9.5%	2,100
7253	Mileage Exp/Allowance	138	96	1,000	500	50.0%	2,130
7265	Office Supplies	-	-	1,000	100	10.0%	-
7350	Public Information	-	-	500	-	0.0%	500
8972	Legal	-	-	10,000	-	0.0%	6,100
Total Operations & Maint		138	232	16,650	2,050	12.3%	12,380
NSP Activities							
7520	NSP Admin - Balance/Carry Over	414	-	48,225	-	0.0%	-
7521	NSP Acq./Rehab./MFR Uses	-	-	357,713	132,713	37.1%	225,000
7522	NSP Down Payment Assistance	-	104,585	75,000	18,832	25.1%	495
7523	New Const./Acq./MFR Uses	-	-	854,000	521,579	61.1%	3,421
7524	NSP Acq./Rehab/Sale/SFR Uses	-	-	-	-	-	329,000
Total NSP Activities		414	104,585	1,334,938	673,124	50.4%	557,916
Total Expenses		552	125,417	1,382,226	705,812	51.1%	631,233
ENDING FUND BALANCE							

<u>Personnel Schedule</u>	<u>Actual 2010-11</u>	<u>Actual 2011-12</u>	<u>Actual 2012-13</u>	<u>Adopted 2013-14</u>
Community Development Director	0.00	0.00	0.00	0.18
Housing & Comm. Dev. Spec. II	0.00	0.00	0.00	0.15
Housing & Comm. Dev. Spec. I	0.00	0.30	0.31	0.11
<b>Total FTE's:</b>	<b>0.00</b>	<b>0.30</b>	<b>0.31</b>	<b>0.44</b>

# APPLE VALLEY HOME

TOTAL BUDGET - \$1,087,893

This fund accounts for revenue received from the Department of Housing and Urban Development for assisting low and moderate income individuals to purchase homes through 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 2010-11	Actual Revenue 2011-12	Amended Budget 2012-13	Estimated Revenue 2012-13	% of Budget Received	Adopted Budget 2013-14
	BEGINNING FUND BALANCE	-	(22,168)	(28,661)	(28,661)		-
6825	AV HOME 2006-07	-	97,569	-	-		-
6826	AV HOME 2007-08	-	15,610	58,279	57,192	98.1%	-
6827	AV HOME 2008-09	45,653	-	93,827	11,075	11.8%	82,752
6828	AV HOME 2009-10	114,269	55,875	104,331	-	0.0%	104,330
6829	AV HOME 2010-11	131,100	88,720	-	28,661		58,140
6830	AV HOME 2011-12	-	96,724	225,860	136,791		432,130
6831	AV HOME 2012-13	-	-	215,476	35,669	16.6%	205,839
6832	AV HOME 2013-14	-	-	-	-		204,702
	<b>Total Revenues</b>	<b>291,022</b>	<b>354,497</b>	<b>697,773</b>	<b>269,388</b>	<b>38.6%</b>	<b>1,087,893</b>
Code	Expenditure Classification	Actual Expense 2010-11	Actual Expense 2011-12	Adopted Budget 2012-13	Estimated Expense 2012-13	% of Budget Expended	Adopted Budget 2013-14
	<b>Personnel Services</b>						
7010	Salaries & Wages - Permanent	74,736	17,698	13,525	13,525	100.0%	44,543
7020	Salaries Part-Time	-	2,831	-	-		-
7110	Cafeteria Benefits	8,985	1,423	1,975	1,975	100.0%	6,179
7120	Deferred Comp	1,494	250	270	270	100.0%	891
7150	Medicare	1,106	301	196	196	100.0%	646
7160	PERS	15,829	3,114	2,855	2,855	100.0%	9,650
	<b>Total Personnel</b>	<b>102,150</b>	<b>25,616</b>	<b>18,821</b>	<b>18,821</b>	<b>100.0%</b>	<b>61,909</b>
	<b>Operations &amp; Maintenance</b>						
7205	Advertising	-	-	1,000	1,000	100.0%	-
7229	Education & Training	596	141	1,575	1,575	100.0%	1,500
7241	Meetings & Conferences	251	199	1,575	1,575	100.0%	1,500
7247	Memberships/Dues	-	-	-	-		-
7253	Mileage	401	392	1,500	1,500	100.0%	1,000
7259	Miscellaneous	-	-	4,198	4,198	100.0%	-
7265	Office Supplies	234	-	800	800	100.0%	500
7271	Postage	20	-	250	250	100.0%	-
7350	Public Information	-	162	1,500	1,500	100.0%	1,000
8916	Audit	-	-	1,450	1,450	100.0%	1,450
8940	Consultant Services	-	-	3,000	3,000	100.0%	-
	<b>Total Operations &amp; Maint</b>	<b>1,502</b>	<b>894</b>	<b>16,848</b>	<b>16,848</b>	<b>100.0%</b>	<b>6,950</b>
7442-0015	CHDO 2006-07	-	97,569	-	-		-
7443-0004	CHDO 2007-08	-	15,610	-	57,192		-
7444-0000	CHDO 2008-09	-	-	93,827	11,075	11.8%	82,752
7444-0010	CHDO 2009-10	-	-	104,331	-	0.0%	104,330
7444-0012	CHDO 2011-12	-	-	37,643	12,075	32.1%	293,097
7444-0013	CHDO 2012-13	-	-	29,968	-	0.0%	29,968
7444-0014	CHDO 2013-2014	-	-	-	-		28,470
7464	DAP 07/08	-	-	58,279	17,000	29.2%	41,279
7481-0051	HOME Administration 2009-10	19,098	-	-	-		-

Code	Expenditure Classification	Actual Expense 2010-11	Actual Expense 2011-12	Adopted Budget 2012-13	Estimated Expense 2012-13	% of Budget Expended	Adopted Budget 2013-14
7557	RRLP 2006-07	-	-	-	-		29,947
7559	RRLP 2008-09	19,923	-	-	-		-
7560	RRLP 2009-10	22,394	-	-	-		-
7561	RRLP 2010-11	148,122	90,889	-	-		36,504
7562	RRLP 2011-12	-	130,413	188,217	107,716	57.2%	80,501
7563	RRLP 2012-13	-	-	149,839	-	0.0%	149,839
7564	RRLP 2013-14						142,347
	<b>Total HOME Activities</b>	<b>209,538</b>	<b>334,481</b>	<b>662,104</b>	<b>205,058</b>	<b>31.0%</b>	<b>1,019,034</b>
	<b>Total Expenditures</b>	<b>313,190</b>	<b>360,991</b>	<b>697,773</b>	<b>240,727</b>	<b>34.5%</b>	<b>1,087,893</b>
	<b>ENDING FUND BALANCE</b>	<b>(22,168)</b>	<b>(28,661)</b>	<b>(28,661)</b>	<b>-</b>	<b>-</b>	<b>-</b>

	Actual <u>2010-11</u>	Actual <u>2011-12</u>	Actual <u>2012-13</u>	Adopted <u>2013-14</u>
<b>Personnel Schedule</b>				
Housing & Comm Dev. Spec. II	0.25	0.25	0.00	0.26
Housing & Comm Dev. Spec. I	0.20	0.00	0.19	0.34
<b>Total FTE's:</b>	<b>0.45</b>	<b>0.25</b>	<b>0.19</b>	<b>0.60</b>

# VICTORVILLE HOME

TOTAL BUDGET - \$283,206

This fund accounts for revenue received from the Department of Housing and Urban Development (HUD) 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 2010-11	Actual Revenue 2011-12	Amended Budget 2012-13	Estimated Revenue 2012-13	% of Budget Received	Adopted Budget 2013-14
<b>BEGINNING FUND BALANCE</b>							
		-	-	-	-	-	-
6826	HOME 07-08	-	-	-	-		-
6827	HOME 08-09	-	-	-	-		-
6828	HOME 09-10	-	18,861	-	-		-
6829	HOME 10-11	368,613	1,424	-	-		-
6830	HOME 11-12	-	16,370	-	-		-
6831	HOME 12-13	-	-	298,112	298,112	100.0%	-
6832	HOME 13-14	-	-	-	-		283,206
<b>Total Revenues</b>		<b>368,613</b>	<b>36,656</b>	<b>298,112</b>	<b>298,112</b>		<b>283,206</b>
Code	Expenditure Classification	Actual Expense 2010-11	Actual Expense 2011-12	Amended Budget 2012-13	Estimated Expense 2012-13	% of Budget Expended	Adopted Budget 2013-14
7405	Acq/Rehab/Resale 08-09	76,962	-	-	-		-
7444-0013	CHDO 12-13	-	-	47,070	47,070	100.0%	-
7444-0014	CHDO 13-14	-	-	-	-		44,716
7481-0053	HOME Administration 11-12	-	17,794	-	-		-
7481-0054	HOME Administration 12-13	-	-	15,690	15,690	100.0%	-
7481-0055	HOME Administration 13-14	-	-	-	-		14,906
7504-0010	MAP 09-10	17,160	-	-	-		-
7504-0011	MAP 10-11	43,729	-	-	-		-
7504-0013	MAP 12-13	-	-	35,352	35,352	100.0%	-
	MAP 13-14	-	-	-	-		33,584
7525-0000	OOR 11-12	-	18,861	-	-		-
7526-0000	OOR 12-13	-	-	100,000	100,000	100.0%	-
7527-0000	OOR 13-14	-	-	-	-		95,000
7598-0020	Senior Repair Program 09-10	230,762	-	-	-		-
7598-0022	Senior Repair Program 11-12	-	-	-	-		-
7598-0023	Senior Repair Program 12-13	-	-	100,000	100,000	100.0%	-
7598-0024	Senior Repair Program 13-14	-	-	-	-		95,000
<b>Total Expenditures</b>		<b>368,613</b>	<b>36,656</b>	<b>298,112</b>	<b>298,112</b>	<b>100.0%</b>	<b>283,206</b>
<b>ENDING FUND BALANCE</b>							
		-	-	-	-		-

# APPLE VALLEY CalHOME

TOTAL BUDGET - \$1,284,673

This fund accounts for revenue received from two three-year \$1,000,000 grants awarded in 2010 and in 2012 from the State of California Department of Housing and Urban Development for assisting low and moderate income individuals to purchase homes. \$312,590 of the grant is for Residential Rehabilitation Loans and \$972,083 is for Down Payment Assistance.

Apple Valley CalHome 2410-4210							
Code	Revenue Classification	Actual Revenue 2010-11	Actual Revenue 2011-12	Amended Budget 2012-13	Estimated Revenue 2012-13	% of Budget Received	Adopted Budget 2013-14
BEGINNING FUND BALANCE		-	-	(147,327)	(147,327)		-
6829	10 Cal Home - 6694	-	-	900,000	615,327	68.4%	284,673
6831	11 Cal Home - 8828	-	-	-	-		1,000,000
Total Revenues		-	-	900,000	615,327	68.4%	1,284,673
Code	Expenditure Classification	Actual Expense 2010-11	Actual Expense 2011-12	Amended Budget 2012-13	Estimated Expense 2012-13	% of Budget Expended	Adopted Budget 2013-14
7465	Down Payment Assistance	-	89,917	680,000	338,000	49.7%	252,083
7466	Down Payment Assistance	-	-	-	-		720,000
7562	Residential Rehabilitation	-	57,410	220,000	130,000	59.1%	32,590
7563	Residential Rehabilitation	-	-	-	-		280,000
Total Expenditures		-	147,327	900,000	468,000	52.0%	1,284,673
ENDING FUND BALANCE		-	(147,327)	(147,327)	-	-	-

# PARKS AND RECREATION



## DEPARTMENT DESCRIPTION



**Facilities:** The Division is responsible for managing the maintenance, operations and renovations and repairs of the Town’s buildings. 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. 2013-14 FTEs – 3.62

**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. 2013-14 FTEs – 10.7

**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. 2013-14 FTEs – 20.62

## 2013-14 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. Although there is a slight increase in allocation requests for the upcoming fiscal year, 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 2013-2014.

An additional round of fertilization of turf was requested in this budget cycle but our use of fertilizer is still below recognized standards in the industry. 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.



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.

## 2012-13 HIGHLIGHTS

- Replaced the outdated playground structure at Thunderbird Park with ADA compliant structure. This project was funded with CDBG funds.
- Received a grant from First 5 San Bernardino to implement programming for pre-school aged children. Programming was a huge success.
- Hosted 10 large event scale soccer tournaments at the Lenny Brewster Sports Center. This is the largest number of events held in a given year.
- Held the first water polo tournament at the Aquatic Center.
- Continued to expand Healthy Apple Valley programming, including cooking classes, teen health workshops and a successful HeartGames event.
- Continued partnership for a weekly Farmer's Market at Lion's Park. Market continues to grow and expanded to booths during the Sunset Concert Series.
- Coordinated with the local Little League, Pony baseball and A.A.E. to replace and improve the ballfields at James Woody Park.



- Coordinated the installation two large shade structures at the Aquatic Center. This project was a much needed improvement and funded with CDBG funds.
- Purchased and coordinated the relocation of a restroom in Civic Center Park. The interior was rehabilitated by staff of the Facilities' Division.
- Completed and opened the Civic Center Dog Park. The High Desert's first dog park in September.

- Increased participation the annual Teen Art Festival to include more than 300 entries from throughout the High Desert school system.
- Will have installed exercise equipment and completed signage and designated markings for a walking trail in Civic Center Park. This project was funded with remaining funds from the EDI 06 grant and fundraising proceeds from Healthy Apple Valley.

## 2013-14 GOALS AND OBJECTIVES

- Replace Auditorium doors in James A. Woody Community Center.
- 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.
- Work with partners to reduce consumption and increase efficiency in operations wherever possible.
- Complete the Master Plan of Parks and Recreation Services.
- Partner with local non-profits to host the reverse triathlon.
- Replace fencing at James Woody Park.

- Partner with local non-profits to better provide "Healthy Apple Valley " programming for the community.
- Host at least 6 large scale events at the aquatic center.
- Develop a formal cost recovery policy for all programming areas.
- Expand teen and senior programming.
- 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 10-11	Actual FY 11-12	Estimated FY 12-13	Goal FY 13-14
Aquatic center participants	20,651	20,900	22,000	22,650
Reportable safety incidents	6	7	9	2
Success rate of classes and programs	86%	89%	89%	92%
Volunteer hours donated	3970	4157	4450	5000
After school participants	5021	5244	5731	5800
Acres of parks maintained per FTE	10.2	10.5	12	12.5
Park and Facility Rentals	10,886	10,404	11,417	12,000



PARKS & RECREATION							
Code	Revenue Classification	Actual Revenue 2010-11	Actual Revenue 2011-12	Amended Budget 2012-13	Estimated Revenue 2012-13	% of Revenue Received	Adopted Budget 2013-14
BEGINNING FUND BALANCE		(3,945,669)	(5,275,409)	(5,728,164)	(5,728,164)		(5,617,761)
<b>Parks &amp; Recreation - Revenue</b>							
4020	Taxes	1,409,661	1,395,880	1,600,000	2,000,000	125.0%	2,000,000
	Represents approximately 4.6% of the Property Tax Levy						
4131	Tax Increment/Pass Through PA#1	213,283	113,386	242,000	-	0.0%	-
4134	Tax Increment/Pass Through PA#2	35,060	20,444	70,400	340	0.5%	-
4181	Refunds, Reimb, Rebates	1,353	1,093	1,500	1,500	100.0%	1,500
4255	Interest Earnings (Expense)	(29,919)	(18,365)	(12,000)	(12,000)	100.0%	(12,000)
5540	Sponsorship Revenue	-	143	-	-		
5570	Misc Recreation Revenue	4,916	1,687	1,000	2,700	270.0%	1,250
5700	Rents	121,290	106,699	100,000	58,000	58.0%	60,000
6999	Transfer in - General Fund	-	800,690	430,212	430,212	100.0%	545,885
<b>Sub-Total - General Revenues</b>		<b>1,755,644</b>	<b>2,421,657</b>	<b>2,433,112</b>	<b>2,480,752</b>	<b>102.0%</b>	<b>2,596,635</b>
6610	Adult Sports						
5020	Adult Basketball	6,435	8,350	8,520	8,520	100.0%	8,520
5030	Adult Basketball Tny	-	-	-	-		-
5035	Adult Kickball	-	-	3,500	-	0.0%	3,500
5040	Adult Soccer	-	630.00	3,350	-	0.0%	-
5050	Open Gym	7,095	7,230	7,500	7,600	101.3%	7,900
5060	Softball	18,725	14,116	18,975	15,000	79.1%	17,250
5070	Softball Tny	-	-	1,600	-	0.0%	-
5090	Volleyball	216	100	-	-		-
<b>Sub-Total - Adult Sports Revenue</b>		<b>32,471</b>	<b>30,426</b>	<b>43,445</b>	<b>31,120</b>	<b>71.6%</b>	<b>37,170</b>
6640	Civic Center Aquatics Complex						
4181	Refunds, Reimb, Rebates	-	765	-	-		-
5105	AV Wave	42,660	10,978	-	-		-
5115	Community Water Safety	-	50	-	-		-
5120	Advanced Stroke Development	-	3,250	4,960	12,000	241.9%	12,750
5125	Concession Sales - Pool	7,766	7,451	8,000	5,500	68.8%	6,900
5130	CPR Challenge Course	355	592	660	660	100.0%	400
5140	Evening Lap Swim	2,031	3,094	2,250	2,250	100.0%	2,035
5145	Evening Rec Swim	2,522	4,231	5,000	5,000	100.0%	5,000
5150	Guard Start	609	737	1,100	1,220	110.9%	1,400
5155	Lifeguard Training	2,057	5,131	4,200	4,200	100.0%	6,300
5160	Morning Lap Swim	15,067	16,740	20,500	23,000	112.2%	30,718
5165	Open Dive Water Course	2,030	290	2,000	1,015	50.8%	-
5170	Open Rec Swim	19,394	20,904	27,000	24,000	88.9%	23,750
5175	Pool Rentals	53,743	61,667	65,000	74,000	113.8%	72,100
5180	Pool Special Events	826	2,066	2,500	2,500	100.0%	6,345
5185	Splash Dance	10,485	7,297	13,900	105	0.8%	-
5190	Swim Lessons	38,334	53,658	48,000	51,000	106.3%	55,750
5195	Water Aerobics	14,699	14,386	19,000	22,000	115.8%	22,605
5197	Water Polo	-	-	2,350	3,000	127.7%	4,000
<b>Sub-Total - Civic Center Aquatics</b>		<b>212,578</b>	<b>213,287</b>	<b>226,420</b>	<b>231,450</b>	<b>102.2%</b>	<b>250,053</b>
6670	ASAP						
5510	After School Program	133,448	189,509	165,000	180,000	109.1%	182,880
<b>Sub-Total - Afterschool Program</b>		<b>133,448</b>	<b>189,509</b>	<b>165,000</b>	<b>180,000</b>	<b>109.1%</b>	<b>182,880</b>
6700	CAVE						
5225	Cave	6,753	-	-	-		-
<b>Sub-Total - CAVE</b>		<b>6,753</b>	<b>-</b>	<b>-</b>	<b>-</b>		<b>-</b>
6730	Day Camp						
5255	Day Camp	32,788	33,469	37,500	32,244	86.0%	34,532
<b>Sub-Total - Day Camp</b>		<b>32,788</b>	<b>33,469</b>	<b>37,500</b>	<b>32,244</b>	<b>86.0%</b>	<b>34,532</b>
6760	Instructor Classes						
5305	Academic Tots	20,176	24,660	26,900	22,534	83.8%	24,375
5310	Adult Tap	-	37	-	-		-
5315	Archery	931	-	2,500	-	0.0%	-
5320	Arts & Crafts	-	4,515	-	505		1,236
5325	Ballet & Tap	889	512	1,000	43	4.3%	-

PARKS & RECREATION							
Code	Revenue Classification	Actual Revenue 2010-11	Actual Revenue 2011-12	Amended Budget 2012-13	Estimated Revenue 2012-13	% of Revenue Received	Adopted Budget 2013-14
5330	Baton Twirling	3,508	3,363	4,200	4,200	100.0%	4,950
5335	Belly Dancing	514	870	1,000	1,600	160.0%	1,900
5345	Cheer-Tumbling	3,760	6,457	6,500	4,800	73.8%	5,324
5350	Child & Babysitting Safety	211	-	-	3,600	-	-
5355	CPR & First Aid	2,483	2,251	2,500	2,500	100.0%	4,400
5360	Dog Obedience	2,249	2,033	2,000	2,000	100.0%	1,718
5365	Drivers Ed	1,217	1,787	1,200	840	70.0%	1,164
5370	Fencing	9,517	8,558	9,400	10,500	111.7%	10,875
5375	Golf Lessons	7,077	7,176	6,900	9,500	137.7%	9,692
5380	Guitar Lessons	2,507	2,382	2,500	2,000	80.0%	2,500
5390	Hip Hop Dance	3,120	1,452	3,000	-	-	-
5393	Kenpo	3,262	2,398	-	988	-	-
5405	Zumba	17,153	17,843	19,000	11,000	57.9%	8,247
5410	Painting & Drawing	798	2,614	1,200	1,900	158.3%	1,900
5415	Parent & Tot	10,515	12,391	14,500	13,700	94.5%	15,724
5425	Preschool Art	253	231	250	189	75.6%	-
5430	Rent-A-Santa	550	867	900	900	100.0%	1,500
5432	Road to Creativity	385	210	300	300	100.0%	-
5435	Salsa & Latin Dance	33	42	-	1,600	854.00	-
5445	Shotakan Karate	3,651	84	-	-	-	-
5465	Summer Camps	167	5,993	1,200	10,000	833.3%	11,470
5470	Swing Dance	1,073	924	1,000	-	0.0%	-
5475	Tae Kwon Do	2,680	1,097	3,200	6,900	215.6%	8,000
5480	Tai Chi	5,077	6,009	6,500	5,400	83.1%	6,864
5485	Tennis	4,287	5,230	5,000	4,000	80.0%	4,110
5490	Tiny Tot Dance	4,105	2,290	3,300	1,900	57.6%	2,460
5498	Yoga	5,445	5,576	5,800	5,800	100.0%	5,406
5863	Cooking	205	128	-	-	-	2,320
	<b>Sub-Total - Instructor Classes</b>	<b>117,798</b>	<b>129,979</b>	<b>131,750</b>	<b>129,199</b>	<b>98.1%</b>	<b>136,135</b>
6790	PIO Events						
5508	Fall Festival	1,265	1,940	1,200	-	-	-
5510	Community Yard Sales	1,995	2,060	2,000	2,000	100.0%	2,000
5515	Craft Fairs	1,440	2,140	1,800	1,800	100.0%	2,000
5525	Freedom Festival	3,890	5,208	4,500	4,500	100.0%	6,000
5535	Concerts in the Park	7,995	6,725	5,000	5,000	100.0%	4,500
5540	Sponsorship Revenue	-	-	-	-	-	-
	<b>Sub-Total - PIO Events</b>	<b>16,585</b>	<b>18,073</b>	<b>14,500</b>	<b>13,300</b>	<b>91.7%</b>	<b>14,500</b>
6820	Recreation						
4143	Concession/Vending Sales	22	87	-	-	-	-
6999	Transfer in - Quimby	0	41,631	15,407.00	15,407.00	100.0%	-
	<b>Sub-Total - Recreation</b>	<b>22</b>	<b>41,718</b>	<b>15,407.00</b>	<b>15,407.00</b>		<b>-</b>
6850	Rec Dept Events						
5602	Active Adults	1,014	-	480	480	100.0%	400
5605	AV Idol	50	145	150	150	100.0%	175
5610	AV Most Talented Kid	327	389	675	380	56.3%	325
5620	Bunny Run	2,880	3,039	2,170	2,170	100.0%	2,410
5625	Campfire Programs	216	-	225	-	-	-
5630	Eggstravangza	987	1,117	1,000	1,100	110.0%	-
5635	Firecracker Run	2,509	2,582	2,215	2,215	100.0%	2,445
5640	Haunted House	1,079	811	1,268	1,120	88.3%	1,050
5644	Healthy Apple Valley	41	238	-	50	-	100
644-5000	Heartchase	-	1,134.00	-	-	-	-
5645	Kiddie Carnival	1,096	847	875	1,439	164.5%	1,315
5650	Mothers Day Tea Party	125	65	168	105	62.5%	150
5655	MudFest	-	1,040.00	1,350	800	59.3%	1,125
5665	Special Apples	1,102	386	990	850	85.9%	900
5669	Swing the Town	511	-	-	-	-	-
5670	Teen Events	7	32	500	200	40.0%	150
5672	Tour de Apple Valley	-	4,770.00	6,200	1,050	16.9%	-
5675	Triathlon	175	-	-	-	-	-
5680	Turkey 5K Run	2,325	3,022	2,045	1,359	66.5%	2,125
5690	Volunteen	554	992	750	762	101.6%	750

PARKS & RECREATION							
Code	Revenue Classification	Actual Revenue 2010-11	Actual Revenue 2011-12	Amended Budget 2012-13	Estimated Revenue 2012-13	% of Revenue Received	Adopted Budget 2013-14
5693	Wildflower Golf Tournament	-	-	5,000	-	0.0%	-
	Sub-Total - Rec Dept Events	14,998	20,608	26,061	14,230	54.6%	13,420
6880	Rentals						
5615	Birthday Party Packages	270	135	450	-	0.0%	-
5700	Rentals	63,238	68,859	62,500	64,000	102.4%	65,000
5710	Lights	18,173	17,296	12,000	12,500	104.2%	13,000
5720	Parking Fee	43,955	48,900	42,000	47,000	111.9%	46,000
	Sub-Total - Rentals	125,636	135,190	116,950	123,500	105.6%	124,000
6900	Skate Park Facilities						
4170	Other Revenue Sources	248,902	-	-	-	-	-
	Sub-Total - Rentals	248,902	-	-	-	-	-
6940	User Groups						
5805	User Group Disposal Fees	1,076	1,340	500	1,000	200.0%	1,000
5810	Rents	12,255	9,794	26,000	26,000	100.0%	26,000
	Sub-Total - User Groups Revenue	13,331	11,134	26,500	27,000	101.9%	27,000
6970	Youth Sports						
5852	3 on 3 Soccer Tournament	1,020	837	1,155	760	65.8%	1,056
5855	Adventures in PW Sports	1,885	3,041	2,860	2,860	100.0%	2,860
5860	Basketball Tournament	1,115	2,359	3,400	3,400	100.0%	3,600
5862	Coed Volleyball	1,562	2,100	3,300	2,300	69.7%	2,800
5865	Father Son Basketball Tournament	617	322	630	630	100.0%	630
5868	Flag Football	-	-	2,000	-	-	-
5870	Winter Pee Wee/Hot Shots Basketball	4,417	5,196	4,125	3,700	89.7%	3,740
5872	Peewee Soccer	3,138	2,016	3,520	2,360	67.0%	3,080
5874	Summer Peewee/Hotshots Basketball	-	-	3,080	3,080	100.0%	3,080
5875	Summer Youth Basketball	7,726	9,123	11,000	11,000	100.0%	11,000
5885	T-Ball	2,720	3,400	3,740	3,200	85.6%	3,520
5890	Youth Basketball	15,313	16,764	19,800	18,000	90.9%	18,150
5895	Youth Track Meet	100	-	100	100	100.0%	300
	Sub-Total-Youth Sports Revenue	39,613	45,159	58,710	51,390	87.5%	53,816
	Total Revenue - Parks and Rec	2,750,567	3,290,208	3,295,355	3,329,592	101.0%	3,470,141

## PARKS & RECREATION

TOTAL BUDGET – 3,470,141

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 2010-11	Actual Expense 2011-12	Amended Budget 2012-13	Estimated Expense 2012-13	% of Budget Expended	Adopted Budget 2013-14
<b>Parks &amp; Recreation - Expenditures</b>							
6110	Brewster Park						
7010	Salaries & Wages - Permanent	50966	121,101	54,524	54,524	100.0%	57,988
7020	Salaries & Wages - Part-time	1297	5,140	5,574	5,574	100.0%	5,177
7030	Overtime	70	465	-	-		-
7110	Cafeteria Benefits	9001	20,360	15,180	15,180	100.0%	13,983
7130	FICA	81	58	-	-		-
7150	Medicare	750	1,919	871	871	100.0%	916
7160	PERS	11056	24,252	11,509	11,509	100.0%	11,133
	<b>Sub-Total Personnel</b>	<b>73,221</b>	<b>173,294</b>	<b>87,658</b>	<b>87,658</b>	<b>100.0%</b>	<b>89,197</b>
7180	Uniforms	127	12	-	-		-
7223	Disposal Services	3,788	3,372	800	1,100	137.5%	800
7295-0847	Utilities - Electricity Usage	1,971	1,832	1,850	1,850	100.0%	1,950
7295-0849	Utilities - Water Usage	140,883	122,850	141,000	134,000	95.0%	159,500
7367	Signing	677	-	100	150	150.0%	150
7383	Vandalism Repairs	424	288	250	263	105.2%	250
7655	Building Maintenance	41	-	-	-		-
7755	Grounds Maintenance	2,286	4,619	4,500	4,200	93.3%	5,000
7760-2000	Playground Maintenance	41	850	500	150	30.0%	1,250
7765-1000	Sports Field Maintenance	3,943	1,161	1,000	3,300	330.0%	3,000
7770	Sports Field Light Maintenance	1,276	-	1,000	750	75.0%	1,000
7775	Sports Field Lighting Usage	23,713	22,135	23,000	23,000	100.0%	23,000
7780	Irrigation Supplies	5,951	4,595	4,000	5,000	125.0%	4,000
9039	Equipment Rental	867	-	750	250	33.3%	750
	<b>Sub-Total - Brewster Park</b>	<b>259,209</b>	<b>335,006</b>	<b>266,408</b>	<b>261,671</b>	<b>98.2%</b>	<b>289,847</b>
6130	Civic Center Park						
7010	Salaries & Wages - Permanent	68,130	98,198	83,248	83,248	100.0%	89,055
7020	Salaries & Wages - Part-time	1,297	3,547	3,726	3,726	100.0%	4,076
7030	Overtime	256	330	-	-		-
7110	Cafeteria Benefits	13,884	17,957	23,008	23,008	100.0%	20,553
7130	FICA	81	55	-	-		-
7150	Medicare	1,072	1,597	1,261	1,261	100.0%	1,350
7160	PERS	14,827	21,062	17,572	17,572	100.0%	18,478
	<b>Sub-Total Personnel</b>	<b>99,547</b>	<b>142,746</b>	<b>128,815</b>	<b>128,815</b>	<b>100.0%</b>	<b>133,512</b>
7180	Uniforms	144	-	-	-		-
7223	Disposal Services	4,064	4,778	750	2,500	333.3%	2,000
7295-0849	Utilities - Water Usage	61,004	71,468	65,000	62,000	95.4%	74,800
7310	Assessment District Costs	13,868	13,824	13,900	13,900	100.0%	13,900
7367	Signing	380	-	250	350	140.0%	250
7383	Vandalism Repairs	404	355	100	1,500	1500.0%	500
7755	Grounds Maintenance	5,702	2,834	3,500	3,000	85.7%	4,000
7760-2000	Playground Maintenance	-	43	600	250	41.7%	500
7765-1000	Sports Field Maintenance	-	17	-	-		-
7780	Irrigation Supplies	2,058	1,033	1,250	1,700	136.0%	1,250
9039	Equipment Rental	618	-	500	0	0.0%	500
	<b>Sub-Total - Civic Center Park</b>	<b>187,789</b>	<b>237,098</b>	<b>214,665</b>	<b>214,015</b>	<b>99.7%</b>	<b>231,212</b>
6150	Corwin Park						
7010	Salaries & Wages - Permanent	31582	19,873	8,905	8,905	100.0%	9,496
7020	Salaries & Wages - Part-time	1297	1,438	607	607	100.0%	655
7030	Overtime	26	42	-	-		-
7110	Cafeteria Benefits	6071	3,104	2,296	2,296	100.0%	2,096

**PARKS & RECREATION 2510**

Code	Expenditure Classification	Actual Expense 2010-11	Actual Expense 2011-12	Amended Budget 2012-13	Estimated Expense 2012-13	% of Budget Expended	Adopted Budget 2013-14
7130	FICA	80	52	-	-		-
7150	Medicare	471	314	138	138	100.0%	147
7160	PERS	6857	3,966	1,880	1,880	100.0%	1,894
	<b>Sub-Total Personnel</b>	<b>46,384</b>	<b>28,790</b>	<b>13,826</b>	<b>13,826</b>	<b>100.0%</b>	<b>14,288</b>
7180	Uniforms	77	-	-	-		-
7223	Disposal Services	1,364	426	430	425	98.8%	475
7295-0847	Utilities - Electricity Usage	1,066	968	825	880	106.7%	900
7295-0849	Utilities - Water Usage	18,190	14,641	18,000	18,000	100.0%	22,000
7383	Vandalism Repairs	217	185	150	150	100.0%	150
7655	Building Maintenance	-	12	-	-		-
7755	Grounds Maintenance	939	1,106	900	1,218	135.3%	1,500
7760-2000	Playground Maintenance	1,421	5,298	500	400	80.0%	150
7780	Irrigation Supplies	494	244	500	200	40.0%	400
9039	Equipment Rental	165	-	500	0	0.0%	500
	<b>Sub-Total - Corwin Park</b>	<b>70,317</b>	<b>51,669</b>	<b>35,631</b>	<b>35,099</b>	<b>98.5%</b>	<b>40,363</b>
6190	Parks Grounds Operations						
7180	Uniform Expenses	6,501	6,325	6,600	5,000	75.8%	5,500
7229	Education & Training	489	974	1,000	2,000	200.0%	2,000
7241	Meetings & Conferences	153	-	250	100	40.0%	200
7247	Memberships & Dues	615	320	450	450	100.0%	450
7253	Mileage Exp/Allowance	40	-	50	50	100.0%	50
7259	Misc Costs	208	506	200	250	125.0%	200
7265	Office Supplies	13	79	-	-		-
7277	Printing	3	32	-	-		-
7295-0109	Utilities-Phones	8,410	8,522	8,500	7,800	91.8%	8,250
7295-0847	Utilities-Electricity Usage		1,818	-	-		5,000
7360	Safety & Security	516	643	500	750	150.0%	750
7655	Building Maintenance	-	54	-	-		-
7755	Grounds Maint	244	25	-	-		-
7970	Small tools	5,137	2,966	3,000	3,000	100.0%	3,000
8940	Contract Services	-	-	25,000	15,000	60.0%	15,000
9013	Communications Equip	1,466	1,046	4,000	1,400	35.0%	1,800
9026	Equipment Maintenance	25,527	29,468	25,000	19,600	78.4%	21,000
9052	Gasoline, Diesel, Oil	52,578	54,587	51,000	49,750	97.5%	51,000
9078	Safety Equipment	2,559	941	1,000	1,500	150.0%	1,500
9091	Vehicle Maintenance	13,111	10,223	16,000	11,000	68.8%	12,000
9999	Transfer - 1001	414,153	346,499	343,300	343,300	100.0%	391,170
	<b>Sub-Total - Parks Grounds Operations</b>	<b>531,723</b>	<b>465,030</b>	<b>485,850</b>	<b>460,950</b>	<b>94.9%</b>	<b>518,870</b>
6210	Horsemen's Center						
7010	Salaries & Wages - Permanent	58,799	126,298	29,904	29,904	100.0%	30,936
7020	Salaries & Wages - Part-time	1,297	940	3,388	3,388	100.0%	3,705
7030	Overtime	119	247	-	-		-
7110	Cafeteria Benefits	10,969	23,109	8,650	8,650	100.0%	9,041
7130	FICA	81	55	-	-		-
7150	Medicare	875	1,830	483	483	100.0%	502
7160	PERS	12,581	29,234	6,312	6,312	100.0%	6,067
	<b>Sub-Total Personnel</b>	<b>84,721</b>	<b>181,713</b>	<b>48,737</b>	<b>48,737</b>	<b>100.0%</b>	<b>50,251</b>

**PARKS & RECREATION 2510**

<b>Code</b>	<b>Expenditure Classification</b>	<b>Actual Expense 2010-11</b>	<b>Actual Expense 2011-12</b>	<b>Amended Budget 2012-13</b>	<b>Estimated Expense 2012-13</b>	<b>% of Budget Expended</b>	<b>Adopted Budget 2013-14</b>
7180	Uniforms	163	-	-	-		-
7223	Disposal	25	1,108	-	-		-
7295-0847	Utilities - Electricity Usage	6,684	5,846	5,000	7,400	148.0%	7,000
7295-0849	Utilities - Water Usage	776	591	800	550	68.8%	660
7367	Signing				600		300
7383	Vandalism Repairs	154	200	150	100	66.7%	150
7655	Building Maintenance	27	458	-	-		-
7755	Grounds Maintenance	1,421	2,111	1,100	1,800	163.6%	2,250
7760-2000	Playground Maintenance	822	-	2,900	1,000	34.5%	1,000
7765-1000	Sports Field Maintenance	2,901	112	500	250	50.0%	500
7770	Sports Field Light Maintenance	220	502	250	200	80.0%	250
7780	Irrigation Supplies	14,608	2,803	1,000	650	65.0%	1,000
9039	Equipment Rental	216	775	500	0	0.0%	500
9300	Capital Project	-	-	7,500	0	0.0%	-
	<b>Sub-Total - Horsemen's Center</b>	<b>112,738</b>	<b>196,219</b>	<b>68,437</b>	<b>61,287</b>	<b>89.6%</b>	<b>63,861</b>
6230	James Woody Community Center Park						
7010	Salaries & Wages - Permanent	135,018	133,644	90,493	90,493	100.0%	95,264
7020	Salaries & Wages - Part-time	1,297	895	8,101	8,101	100.0%	17,052
7130	Overtime	364	190	-	-		-
7110	Cafeteria Benefits	23,290	22,942	24,870	24,870	100.0%	25,921
7130	FICA	81	54	-	-		-
7150	Medicare	2,067	2,027	1,430	1,430	100.0%	1,629
7160	PERS	29,024	31,106	19,101	19,101	100.0%	19,943
	<b>Sub-Total Personnel</b>	<b>191,141</b>	<b>190,859</b>	<b>143,995</b>	<b>143,995</b>	<b>100.0%</b>	<b>159,809</b>
7180	Uniforms	237	-	-	-		-
7223	Disposal Services	11,494	14,805	1,550	3,500	225.8%	2,250
7295-0847	Utilities - Electricity Usage	6,117	2,012	5,000	2,900	58.0%	3,250
7295-0849	Utilities - Water Usage	37,973	40,690	35,000	32,750	93.6%	42,350
7310	Assessment District Costs	3,503	3,503	3,560	3,560	100.0%	3,560
7367	Signing	298	-	250	250	100.0%	250
7383	Vandalism Repairs	2,350	1,217	500	1,200	240.0%	1,200
7655	Building Maintenance	413	475	-	-		-
7755	Grounds Maintenance	3,101	6,106	3,500	3,000	85.7%	4,000
7760-2000	Playground Maintenance	771	1,465	1,800	250	13.9%	5,000
7765-1000	Sports Field Maintenance	5,969	1,238	1,000	4,000	400.0%	2,500
7770	Sports Field Lighting Maintenance	2,643	8,375	2,000	1,800	90.0%	2,000
7775	Sports Field Lighting Usage	3,198	3,165	2,500	2,600	104.0%	2,750
7780	Irrigation Supplies	7,659	1,963	4,000	3,900	97.5%	2,500
9039	Equipment Rental	1,174	65	500	200	40.0%	500
9300	Capital Equipment						10,000
9300	Capital Projects	7,193	-	-	-		-
	<b>Sub-Total - Community Center Park</b>	<b>285,234</b>	<b>275,937</b>	<b>205,155</b>	<b>203,905</b>	<b>99.4%</b>	<b>241,919</b>
6250	Lions Park						
7010	Salaries & Wages - Permanent	34,440	7,567	5,366	5,366	100.0%	6,555
7020	Salaries & Wages - Part-time	1,297	850	273	273	100.0%	288
7030	Overtime	50	20	-	-		-
7110	Cafeteria Benefits	6,481	1,499	1,352	1,352	100.0%	1,391
7130	FICA	80	52	-	-		-
7150	Medicare	520	122	82	82	100.0%	86
7160	PERS	7,395	1,840	1,133	1,133	100.0%	1,132
	<b>Sub-Total Personnel</b>	<b>50,263</b>	<b>11,950</b>	<b>8,206</b>	<b>8,206</b>	<b>100.0%</b>	<b>9,452</b>

**PARKS & RECREATION 2510**

Code	Expenditure Classification	Actual Expense 2010-11	Actual Expense 2011-12	Amended Budget 2012-13	Estimated Expense 2012-13	% of Budget Expended	Adopted Budget 2013-14
7180	Uniforms	89	-	-	-		-
7223	Disposal Services	583	588	550	650	118.2%	700
7295-0847	Utilities - Electricity Usage	266	248	210	233	111.0%	250
7295-0848	Utilities - Water Usage	9,138	9,214	9,500	9,250	97.4%	10,450
7383	Vandalism	8	-	-	-		-
7755	Grounds Maintenance	306	348	300	398	132.7%	600
7780	Irrigation Supplies	120	-	175	100	57.1%	150
<b>Sub-Total - Lions Park</b>		<b>60,773</b>	<b>22,348</b>	<b>18,941</b>	<b>18,837</b>	<b>99.5%</b>	<b>21,602</b>
6270	Mendel Park						
7010	Salaries & Wages - Permanent	54,276	17,237	11,177	11,177	100.0%	11,768
7020	Salaries & Wages - Part-time	1,297	850	608	608	100.0%	655
7030	Overtime	98	44	-	-		-
7110	Cafeteria Benefits	10,291	3,387	2,745	2,745	100.0%	2,830
7130	FICA	81	52	-	-		-
7150	Medicare	808	261	171	171	100.0%	180
7160	PERS	11,618	4,161	2,359	2,359	100.0%	2,363
<b>Sub-Total Personnel</b>		<b>78,469</b>	<b>25,991</b>	<b>17,060</b>	<b>17,060</b>	<b>100.0%</b>	<b>17,796</b>
7180	Uniforms	150	-	-	-		-
7223	Disposal Services	860	764	750	880	117.3%	910
7295-0847	Utilities - Electricity Usage	5,600	4,876	5,100	5,000	98.0%	5,100
7295-0849	Utilities - Water Usage	238	200	200	135	67.5%	165
7383	Vandalism Repairs	109	178	350	175	50.0%	200
7755	Grounds Maintenance	6,052	549	500	650	130.0%	1,000
7760-2000	Playground Maintenance	42	-	1,500	0	0.0%	500
7765-1000	Sports Field Maintenance				450		500
7780	Irrigation Supplies	760	6,501	1,000	760	76.0%	1,000
9039	Equipment Rental	-	126	250	250	100.0%	250
9300	Capital Projects	-	-	2,500	-	0.0%	-
<b>Sub-Total - Mendel Park</b>		<b>92,280</b>	<b>39,185</b>	<b>29,210</b>	<b>25,360</b>	<b>86.8%</b>	<b>27,421</b>
6290	Cramer Family Park						
7010	Salaries & Wages - Permanent	24,599	12,896	-	-		-
7020	Salaries & Wages - Part-time	1,297	1,194	-	-		-
7030	Overtime	17	30	-	-		-
7110	Cafeteria Benefits	4,876	2,238	-	-		-
7130	FICA	80	51	-	-		-
7150	Medicare	372	211	-	-		-
7160	PERS	5,343	2,609	-	-		-
<b>Sub-Total Personnel</b>		<b>36,584</b>	<b>19,230</b>	<b>-</b>	<b>-</b>		<b>-</b>
7180	Uniforms	59	-	-	-		-
7295-0847	Utilities - Electricity Usage	390	439	-	-		-
7295-0849	Utilities - Water Usage	13,941	10,628	-	-		-
7310	Assesment District Costs	3,457	3,446	3,475	3,462	99.6%	3,475
7383	Vandalism Repairs	831	959	-	-		-
7755	Grounds Maintenance	614	755	-	-		-
7760-2000	Playground Maintenance	41	733	-	-		-
7780	Irrigation Supplies	705	611	-	-		-
<b>Sub-Total - Cramer Family Park</b>		<b>56,622</b>	<b>36,802</b>	<b>3,475</b>	<b>3,462</b>	<b>99.6%</b>	<b>3,475</b>



**PARKS & RECREATION 2510**

Code	Expenditure Classification	Actual Expense 2010-11	Actual Expense 2011-12	Amended Budget 2012-13	Estimated Expense 2012-13	% of Budget Expended	Adopted Budget 2013-14
6310	Schmidt Park						
7010	Salaries & Wages - Permanent	46669	14,814	7,914	7,914	100.0%	7,984
7020	Salaries & Wages - Part-time	1297	880	526	526	100.0%	568
7030	Overtime	78	38	-	-		-
7110	Cafeteria Benefits	8899	2,911	2,094	2,094	100.0%	2,071
7130	FICA	80	53	-	-		-
7150	Medicare	698	227	122	122	100.0%	124
7160	PERS	9992	3,578	1,671	1,671	100.0%	1,567
	<b>Sub-Total Personnel</b>	<b>67,713</b>	<b>22,501</b>	<b>12,327</b>	<b>12,327</b>	<b>100.0%</b>	<b>12,314</b>
7180	Uniforms	127	-	-	-		-
7223	Disposal Services	859	789	825	865	104.8%	910
7295-0847	Utilities - Electricity Usage	433	389	360	385	106.9%	400
7295-0849	Utilities - Water Usage	5,719	20,428	21,000	18,600	88.6%	23,100
7383	Vandalism Repairs	96	134	50	85	170.0%	100
7755	Grounds Maintenance	512	461	500	699	139.8%	1,000
7760-2000	Playground Maintenance	19	-	150	0	0.0%	150
7780	Irrigation Supplies	399	60	350	125	35.7%	350
9039	Equipment Rental	-	-	250	0	0.0%	250
	<b>Sub-Total - Schmidt Park</b>	<b>75,877</b>	<b>44,762</b>	<b>35,812</b>	<b>33,086</b>	<b>92.4%</b>	<b>38,574</b>
6330	Sycamore Rocks Park						
7010	Salaries & Wages - Permanent	32648	43,361	16,258	16,258	100.0%	17,300
7020	Salaries & Wages - Part-time	1297	1,299	1,533	1,533	100.0%	1,663
7030	Overtime	33	112	-	-		-
7110	Cafeteria Benefits	6234	8,517	4,552	4,552	100.0%	4,178
7130	FICA	80	54	-	-		-
7150	Medicare	488	645	258	258	100.0%	275
7160	PERS	7088	10,487	3,432	3,432	100.0%	3,026
	<b>Sub-Total Personnel</b>	<b>47,868</b>	<b>64,476</b>	<b>26,033</b>	<b>26,033</b>	<b>100.0%</b>	<b>26,442</b>
7180	Uniforms	80	-	-	-		-
7223	Disposal Services	860	809	815	705	86.5%	750
7295-0849	Utilities - Water Usage	1,325	228	560	580	103.6%	660
7383	Vandalism Repairs	597	1,005	750	513	68.4%	700
7755	Grounds Maintenance	544	1,328	1,350	2,000	148.1%	9,000
7760-2000	Playground Maintenance	41	1,285	1,000	750	75.0%	750
7780	Irrigation Supplies	1,756	656	350	303	86.6%	350
9039	Equipment Rental	379	-	250	250	100.0%	2,000
	<b>Sub-Total - Sycamore Rocks Park</b>	<b>53,450</b>	<b>69,787</b>	<b>31,108</b>	<b>31,134</b>	<b>100.1%</b>	<b>40,652</b>
6350	3-Diamond Skate Park						
7010	Salaries & Wages - Permanent	-	3,250	2,408	2,408	100.0%	2,854
7020	Salaries & Wages - Part-time	-	-	245	245	100.0%	281
7030	Overtime	-	6	-	-		-
7110	Cafeteria Benefits	-	584	676	676	100.0%	767
7150	Medicare	-	49	38	38	100.0%	45
7160	PERS	-	761	508	508	100.0%	618
	<b>Sub-Total Personnel</b>	<b>-</b>	<b>4,650.67</b>	<b>3,875</b>	<b>3,875</b>	<b>100.0%</b>	<b>4,565</b>
7367	Signing	305	-	250	125	50.0%	200
7383	Vandalism Repairs	139	206	400	370	92.5%	400
7755	Grounds Maintenance	30	9	50	0	0.0%	0
	<b>Sub-Total - 3-Diamond Skate Park</b>	<b>474</b>	<b>4,866</b>	<b>4,575</b>	<b>4,370</b>	<b>95.5%</b>	<b>5,165</b>

**PARKS & RECREATION 2510**

<b>Code</b>	<b>Expenditure Classification</b>	<b>Actual Expense 2010-11</b>	<b>Actual Expense 2011-12</b>	<b>Amended Budget 2012-13</b>	<b>Estimated Expense 2012-13</b>	<b>% of Budget Expended</b>	<b>Adopted Budget 2013-14</b>
6370	Thunderbird Park						
7010	Salaries & Wages - Permanent	32,148	23,466	10,883	10,883	100.0%	11,592
7020	Salaries & Wages - Part-time	1,297	1,642	1,483	1,483	100.0%	2,184
7030	Overtime	28	60	-	-		-
7110	Cafeteria Benefits	6,160	3,737	2,803	2,803	100.0%	2,568
7130	FICA	80	54	-	-		-
7150	Medicare	480	373	179	179	100.0%	200
7160	PERS	6,980	4,689	2,297	2,297	100.0%	2,337
	<b>Sub-Total Personnel</b>	<b>47,173</b>	<b>34,021</b>	<b>17,645</b>	<b>17,645</b>	<b>100.0%</b>	<b>18,881</b>
7180	Uniforms	79	-	-	-		-
7223	Disposal Services	860	766	725	705	97.2%	725
7295-0847	Utilities - Electricity Usage	267	251	200	237	118.5%	250
7295-0849	Utilities - Water Usage	26,394	27,211	27,250	26,200	96.1%	31,900
7383	Vandalism Repairs	78	44	200	106	53.0%	200
7755	Grounds Maintenance	726	887	900	6,631	736.8%	1,600
7760-2000	Playground Maintenance	41	1,832	500	0	0.0%	200
7780	Irrigation Supplies	699	489	750	450	60.0%	750
9039	Equipment Rental	-	-	250	1,800	720.0%	250
	<b>Sub-Total - Thunderbird Park</b>	<b>76,317</b>	<b>65,501</b>	<b>48,420</b>	<b>53,774</b>	<b>111.1%</b>	<b>54,756</b>
6380	Virginia Park						
7010	Salaries & Wages - Permanent	25,504	14,813	8,553	8,553	100.0%	9,122
7020	Salaries & Wages - Part-time	1,297	1,012	607	607	100.0%	655
7030	Overtime	16	41	-	-		-
7110	Cafeteria Benefits	5,032	2,917	2,199	2,199	100.0%	1,998
7130	FICA	81	52	-	-		-
7150	Medicare	385	228	133	133	100.0%	142
7160	PERS	5,539	3,571	1,805	1,805	100.0%	1,860
	<b>Sub-Total Personnel</b>	<b>37,854</b>	<b>22,633</b>	<b>13,297</b>	<b>13,297</b>	<b>100.0%</b>	<b>13,777</b>
7180	Uniforms	62	-	-	-		-
7223	Disposal Services	854	787	775	705	91.0%	725
7295-0849	Utilities - Water Usage	17,820	28,457	28,000	23,000	82.1%	29,150
7383	Vandalism Repairs	63	41	75	50	66.7%	75
7755	Grounds Maintenance	378	737	600	1,000	166.7%	1,100
7760-2000	Playground Maintenance	204	-	150	0	0.0%	1,200
7780	Irrigation Supplies	329	115	300	250	83.3%	300
9039	Equipment Rental	50	-	250	0	0.0%	250
	<b>Sub-Total - Virginia Park</b>	<b>57,614</b>	<b>52,770</b>	<b>43,447</b>	<b>38,302</b>	<b>88.2%</b>	<b>46,577</b>
6390	Yucca Loma Park						
7010	Salaries & Wages - Permanent	40,399	7,648	5,936	5,936	100.0%	6,337
7020	Salaries & Wages - Part-time	1,297	850	271	271	100.0%	305
7030	Overtime	65	20	-	-		-
7110	Cafeteria Benefits	7,647	1,503	1,345	1,345	100.0%	1,324
7130	FICA	81	52	-	-		-
7150	Medicare	608	122	90	90	100.0%	96
7160	PERS	8,647	1,841	1,253	1,253	100.0%	1,285
	<b>Sub-Total Personnel</b>	<b>58,744</b>	<b>12,035</b>	<b>8,895</b>	<b>8,895</b>	<b>100.0%</b>	<b>9,347</b>

**PARKS & RECREATION 2510**

Code	Expenditure Classification	Actual Expense 2010-11	Actual Expense 2011-12	Amended Budget 2012-13	Estimated Expense 2012-13	% of Budget Expended	Adopted Budget 2013-14
7180	Uniforms	108	-	-	-		
7223	Disposal Services	573	603	650	560	86.2%	625
7295-0849	Utilities - Water Usage	9,808	10,637	9,300	10,300	110.8%	12,100
7383	Vandalism Repairs	502	41	300	85	28.3%	100
7755	Grounds Maintenance	303	353	500	360	72.0%	900
7760-2000	Playground Maintenance	57	-	2,000	350	17.5%	400
7780	Irrigation Supplies	237	-	250	550	220.0%	300
9039	Equipment Rental	-	-	250	0	0.0%	250
	<b>Sub-Total - Yucca Loma Park</b>	<b>70,332</b>	<b>23,668</b>	<b>22,145</b>	<b>21,100</b>	<b>95.3%</b>	<b>24,022</b>
6401	Community Service Facilities Ops						
7010	Salaries & Wages - Permanent	9,169	12,797	10,235	10,235	100.0%	9,980
7110	Cafeteria Benefits	1,275	1,669	1,425	1,425	100.0%	1,260
7120	Deferred Comp	224	308	241	241	100.0%	229
7150	Medicare	128	187	148	148	100.0%	145
7160	PERS	1,919	3,016	2,160	2,160	100.0%	2,162
	<b>Sub-Total Personnel</b>	<b>12,715</b>	<b>17,977</b>	<b>14,209</b>	<b>14,209</b>	<b>100.0%</b>	<b>13,776</b>
7180	Uniform Expense	1,430	1,131	1,200	1,100	91.7%	1,200
7229	Education & Training	-	-	2,500	650	26.0%	800
7247	Memberships & Dues	-	-	450	550	122.2%	1,100
7259	Miscellaneous	39	11	100	65	65.0%	100
7330	Hardware/Software Supplies/Ext	251	46	250	125	50.0%	200
7360	Safety & Security	3	-	100	76	76.0%	100
7970	Small Tools	624	585	550	600	109.1%	600
8940	Contract Services	-	63	-	-		-
9013	Communications Equipment	381	-	450	125	27.8%	250
9026	Equipment Maintenance	17	45	75	0	0.0%	-
9039	Equipment Rental	-	-	250	0	0.0%	250
9052	Gasoline, Diesel, Oil	5,564	8,464	5,000	7,250	145.0%	8,000
9078	Safety Equipment	-	-	100	50	50.0%	100
9091	Vehicle Maintenance	821	1,062	800	1,200	150.0%	1,000
9120	Capital Equipment	1,629	-	-	-		-
	<b>Sub-Total - Community Services Facilit</b>	<b>23,474</b>	<b>29,384</b>	<b>26,034</b>	<b>26,000</b>	<b>99.9%</b>	<b>27,476</b>
6410	Brewster - Facilities						
7010	Salaries & Wages - Permanent	3,212	3,490	3,368	3,368	100.0%	3,521
7020	Salaries & Wages - Part-time	732	939	615	615	100.0%	597
7030	Overtime	103	56	-	-		-
7110	Cafeteria Benefits	611	678	704	704	100.0%	712
7130	FICA	-	3	-	-		-
7150	Medicare	61	66	58	58	100.0%	60
7160	PERS	812	1,033	841	841	100.0%	800
	<b>Sub-Total Personnel</b>	<b>5,531</b>	<b>6,266</b>	<b>5,586</b>	<b>5,586</b>	<b>100.0%</b>	<b>5,690</b>
7180	Uniforms	7	-	-	-		-
7383	Vandalism Repairs	139	693	150	125	83.3%	-
7655	Building Maintenance	502	41	550	500	90.9%	550
	<b>Sub-Total - Brewster - Facilities</b>	<b>6,179</b>	<b>7,000</b>	<b>6,286</b>	<b>6,211</b>	<b>98.8%</b>	<b>6,240</b>
6430	Civic Center -Facilities						
7383	Vandalism Repairs	24	-	-	150		-
7655	Building Maintenance	2,028	401	750	500	66.7%	1,250
	<b>Sub-Total - Civic Center Amphitheater</b>	<b>2,052</b>	<b>401</b>	<b>750</b>	<b>650</b>	<b>86.7%</b>	<b>1,250</b>

**PARKS & RECREATION 2510**

<b>Code</b>	<b>Expenditure Classification</b>	<b>Actual Expense 2010-11</b>	<b>Actual Expense 2011-12</b>	<b>Amended Budget 2012-13</b>	<b>Estimated Expense 2012-13</b>	<b>% of Budget Expended</b>	<b>Adopted Budget 2013-14</b>
6450	Corwin Park - Facilities						
7010	Salaries & Wages - Permanent	3,000	2,395	2,295	2,295	100.0%	2,399
7020	Salaries & Wages - Part-time	876	940	614	614	100.0%	597
7030	Overtime	91	33	-	-		-
7110	Cafeteria Benefits	576	486	506	506	100.0%	510
7130	FICA	7	3	-	-		-
7150	Medicare	59	49	42	42	100.0%	43
7160	PERS	787	777	614	614	100.0%	557
	<b>Sub-Total Personnel</b>	<b>5,396</b>	<b>4,684</b>	<b>4,071</b>	<b>4,071</b>	<b>100.0%</b>	<b>4,106</b>
7180	Uniforms	7	-	-	-		-
7383	Vandalism Repairs	-	-	100	0	0.0%	100
7655	Building Maintenance	365	33	350	250	71.4%	300
	<b>Sub-Total - Corwin Park - Facilities</b>	<b>5,768</b>	<b>4,717</b>	<b>4,521</b>	<b>4,321</b>	<b>95.6%</b>	<b>4,506</b>
6510	Horsemen's - Facilities						
7010	Salaries & Wages - Permanent	2,771	2,937	2,801	2,801	100.0%	2,932
7020	Salaries & Wages - Part-time	941	942	615	615	100.0%	597
7030	Overtime	91	54	-	-		-
7160	Cafeteria Benefits	538	589	614	614	100.0%	618
7110	FICA	8	3	-	-		-
7150	Medicare	56	57	50	50	100.0%	51
7130	PERS	747	896	721	721	100.0%	672
	<b>Sub-Total Personnel</b>	<b>5,152</b>	<b>5,479</b>	<b>4,800</b>	<b>4,800</b>	<b>100.0%</b>	<b>4,870</b>
7180	Uniforms	7	-	-	-		-
7383	Vandalism Repairs	-	-	100	75	75.0%	100
7655	Building Maintenance	324	24	300	160	53.3%	250
	<b>Sub-Total - Horsemen's - Facilities</b>	<b>5,483</b>	<b>5,502</b>	<b>5,200</b>	<b>5,035</b>	<b>96.8%</b>	<b>5,220</b>
6531	Community Center						
7010	Salaries & Wages - Permanent	52,553	48,665	46,125	46,125	100.0%	48,245
7020	Salaries & Wages - Part-time	3,577	4,094	4,916	4,916	100.0%	5,570
7030	Overtime	1,064	650	-	-		-
7110	Cafeteria Benefits	11,461	10,270	10,588	10,588	100.0%	10,703
7130	FICA	30	12	-	-		-
7150	Medicare	836	784	740	740	100.0%	780
7160	PERS	11,595	12,337	10,774	10,774	100.0%	10,800
	<b>Sub-Total Personnel</b>	<b>81,116</b>	<b>76,811</b>	<b>73,143</b>	<b>73,143</b>	<b>100.0%</b>	<b>76,098</b>
7180	Uniforms	51	-	-	-		-
7295-0847	Utilities - Electricity Usage	11,209	9,868	11,100	9,900	89.2%	10,500
7295-0848	Utilities - Natural Gas Usage	3,424	4,716	3,500	3,200	91.4%	3,500
7295-0849	Utilities - Water Usage	596	668	800	715	89.4%	880
7360	Safety & Security	1,101	735	800	550	68.8%	800
7383	Vandalism Repairs	-	-	100	0	0.0%	-
7655	Building Maintenance	6,529	11,560	8,000	6,500	81.3%	7,250
7675	Equipment Maintenance	7	521	700	595	85.0%	600
9039	Equipment Rental	475	-	500	0	0.0%	250
9610-2520	Transfer - Quimby	-	(4,330)	-	-		-
	<b>Sub-Total - Community Center</b>	<b>104,508</b>	<b>100,548</b>	<b>98,643</b>	<b>94,603</b>	<b>95.9%</b>	<b>99,878</b>

**PARKS & RECREATION 2510**

<b>Code</b>	<b>Expenditure Classification</b>	<b>Actual Expense 2010-11</b>	<b>Actual Expense 2011-12</b>	<b>Amended Budget 2012-13</b>	<b>Estimated Expense 2012-13</b>	<b>% of Budget Expended</b>	<b>Adopted Budget 2013-14</b>
6532	Community Center Gymnasium						
7010	Salaries & Wages - Permanent	34,659	36,613	36,039	36,039	100.0%	37,696
7020	Salaries & Wages - Part-time	2,766	2,087	2,458	2,458	100.0%	2,785
7030	Overtime	825	460	-	-		-
7110	Cafeteria Benefits	7,363	7,712	8,243	8,243	100.0%	8,339
7130	FICA	31	6	-	-		-
7150	Medicare	565	577	558	558	100.0%	587
7160	PERS	7,620	9,064	8,126	8,126	100.0%	8,341
	<b>Sub-Total Personnel</b>	<b>53,829</b>	<b>56,518</b>	<b>55,424</b>	<b>55,424</b>	<b>100.0%</b>	<b>57,748</b>
7180	Uniforms	36	-	-	-		-
7223	Disposal Services	1,063	982	1,150	1,025	89.1%	1,100
7295-0847	Utilities - Electricity Usage	16,385	13,183	15,000	17,500	116.7%	18,500
7295-0848	Utilities - Natural Gas Usage	3,890	5,057	4,100	3,568	87.0%	4,000
7360	Safety & Security	-	150	225	125	55.6%	200
7655	Building Maintenance	2,112	1,792	6,000	4,800	80.0%	5,250
9026	Equipment Maintenance	87	32	400	350	87.5%	400
9039	Equipment Rental	326	302	500	100	20.0%	400
	<b>Sub-Total - CC Gymnasium</b>	<b>77,728</b>	<b>78,017</b>	<b>82,799</b>	<b>82,892</b>	<b>100.1%</b>	<b>87,598</b>
6533	Community Center PAL Center						
7010	Salaries & Wages - Permanent	5,222	1,380	1,372	1,372	100.0%	1,423
7030	Overtime	38	2	-	-		-
7110	Cafeteria Benefits	1,231	294	307	307	100.0%	309
7150	Medicare	76	20	20	20	100.0%	21
7160	PERS	1,121	342	290	290	100.0%	308
	<b>Sub-Total Personnel</b>	<b>7,688</b>	<b>2,040</b>	<b>1,989</b>	<b>1,989</b>	<b>100.0%</b>	<b>2,061</b>
7180	Uniforms	2	-	-	-		-
7295-0847	Utilities - Electricity Usage	266	246	225	225	100.0%	250
7655	Building Maintenance	735	51	100	25	25.0%	100
	<b>Sub-Total - Community Center PAL Ce</b>	<b>8,691</b>	<b>2,337</b>	<b>2,314</b>	<b>2,239</b>	<b>96.8%</b>	<b>2,411</b>
6534	James Woody Park - Facilities						
7010	Salaries & Wages - Permanent	5,511	5,476	5,647	5,647	100.0%	5,900
7020	Salaries & Wages - Part-time	1,279	1,597	1,721	1,721	100.0%	1,591
7030	Overtime	115	74	-	-		-
7110	Cafeteria Benefits	1,223	1,174	1,335	1,335	100.0%	1,343
7130	FICA	16	5	-	-		-
7150	Medicare	101	104	107	107	100.0%	109
7160	PERS	1,379	1,653	1,555	1,555	100.0%	1,377
	<b>Sub-Total Personnel</b>	<b>9,624</b>	<b>10,084</b>	<b>10,365</b>	<b>10,365</b>	<b>100.0%</b>	<b>10,320</b>
7180	Uniforms	6	-	-	-		-
7383	Vandalism Repairs	-	24	-	150		-
7655	Building Maintenance	2,225	262	1,500	1,200	80.0%	1,200
	<b>Sub-Total - James Woody Park - Facilit</b>	<b>11,855</b>	<b>10,370</b>	<b>11,865</b>	<b>11,715</b>	<b>98.7%</b>	<b>11,520</b>
6590	Cramer Family - Facilities						
7010	Salaries & Wages - Permanent	2,771	3,494	-	-		-
7020	Salaries & Wages - Part-time	876	940	-	-		-
7030	Overtime	91	56	-	-		-
7110	Cafeteria Benefits	538	679	-	-		-
7130	FICA	7	3	-	-		-
7150	Medicare	55	66	-	-		-
7160	PERS	736	1,033	-	-		-
	<b>Sub-Total Personnel</b>	<b>5,074</b>	<b>6,271</b>	<b>-</b>	<b>-</b>		<b>-</b>

**PARKS & RECREATION 2510**

Code	Expenditure Classification	Actual Expense 2010-11	Actual Expense 2011-12	Amended Budget 2012-13	Estimated Expense 2012-13	% of Budget Expended	Adopted Budget 2013-14
7180	Uniforms	7	-	-	-		-
7383	Vandalism Repairs	-	-	-	-		-
7655	Building Maintenance	388	-	-	-		-
<b>Sub-Total - Cramer Family - Facilities</b>		<b>5,469</b>	<b>6,271</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>	<b>0</b>
6610	Adult Sports						
7010	Salaries & Wages - Permanent	22,603	19,705	18,918	18,918	100.0%	17,694
7020	Salaries & Wages - Part-time	9,159	10,245	10,780	8,500	78.8%	11,224
7030	Overtime	35	9	-	-		-
7110	Cafeteria Benefits	4,057	3,230	3,096	3,096	100.0%	2,861
7120	Deferred Compensation	341	278	269	269	100.0%	216
7130	FICA	207	225	-	-		-
7150	Medicare	480	464	431	431	100.0%	419
7160	PERS	6,112	6,408	4,657	4,657	100.0%	4,655
<b>Sub-Total Personnel</b>		<b>42,994</b>	<b>40,565</b>	<b>38,152</b>	<b>35,872</b>	<b>94.0%</b>	<b>37,069</b>
7180	Uniforms	4	-	-	-		-
8026	Adult Basketball	3,310	4,854	4,650	4,650	100.0%	4,834
8030	Adult Kickball	15	-	2,700	0	0.0%	1,620
8038	Adult Soccer	-	27	2,400	0	0.0%	-
8050	Open Gym	-	-	200	200	100.0%	200
8062	Softball	8,246	6,733	10,400	8,000	76.9%	10,600
8074	Softball Tny	-	-	1,000	0	0.0%	-
8086	Volleyball	224	111	-	-		-
<b>Sub-Total - Adult Sports</b>		<b>54,793</b>	<b>52,289</b>	<b>59,502</b>	<b>48,722</b>	<b>81.9%</b>	<b>54,323</b>
6640	Civic Center Aquatic Complex						
7010	Salaries & Wages - Permanent	104,471	88,263	90,153	90,153	100.0%	86,344
7020	Salaries & Wages - Part-time	128,676	135,563	101,669	114,000	112.1%	108,911
7030	Overtime	1,878	1,019	-	-		-
7110	Cafeteria Benefits	18,089	16,766	17,374	17,374	100.0%	16,287
7120	Deferred Compensation	1,019	357	411	411	100.0%	328
7130	FICA	6,045	7,429	-	-		-
7150	Medicare	3,451	3,297	2,781	2,781	100.0%	2,831
7160	PERS	28,476	24,764	21,984	21,984	100.0%	21,684
<b>Sub-Total Personnel</b>		<b>292,105</b>	<b>277,459</b>	<b>234,372</b>	<b>246,703</b>	<b>105.3%</b>	<b>236,385</b>
7180	Uniform Expenses	2,698	2,548	2,800	2,800	100.0%	3,000
7205	Advertising	47	486	500	500	100.0%	1,000
7229	Education & Training	200	-	1,300	750	57.7%	1,300
7241	Meetings & Conferences	536	500	263	263	100.0%	263
7259	Miscellaneous	350	175	250	250	100.0%	250
7247	Memberships & Dues	-	-	250	250	100.0%	250
7265	Office Supplies	67	-	-	-		-
7277	Printing	34	-	100	0	0.0%	250
7295-0847	Utilities - Electricity Usage	38,081	33,980	33,000	33,000	100.0%	34,500
7295-0848	Utilities - Natural Gas Usage	78,458	53,464	75,000	68,000	90.7%	70,000
7295-0849	Utilities - Water Usage	7,254	7,493	7,200	8,500	118.1%	9,900
7313	Concession Items	5,861	5,023	6,000	6,000	100.0%	5,000
7330	Hardware/Software Supplies Exp.	1,784	2,212	1,500	1,500	100.0%	1,600
7360	Safety & Security	2,269	1,337	2,250	2,250	100.0%	2,250
7383	Vandalism Repairs	-	7	-	-		-
7655	Building Maintenance	4,630	6,094	5,500	5,500	100.0%	5,500
7755	Grounds Maintenance	1,654	12	250	500	200.0%	250

**PARKS & RECREATION 2510**

Code	Expenditure Classification	Actual Expense 2010-11	Actual Expense 2011-12	Amended Budget 2012-13	Estimated Expense 2012-13	% of Budget Expended	Adopted Budget 2013-14
7970	Small Tools	77	54	100	100	100.0%	100
8103	AV Wave	7,335	761	-	-		-
8118	Advanced Stroke Development	-	-	150	100	66.7%	100
8128	CPR Challenge Course	313	132	285	342	120.0%	200
8138	Evening Lap Swim	644	108	100	100	100.0%	100
8143	Guard Start	276	331	295	295	100.0%	450
8148	Lifeguard Training	1,696	1,035	1,500	3,000	200.0%	2,600
8153	Open Diver Water Course	1,305	-	1,500	1,500	100.0%	-
8158	Open Rec Swim	226	33	175	175	100.0%	150
8163	Pool Chemicals	34,544	32,975	33,500	33,000	98.5%	34,500
8168	Pool Special Event	679	596	1,900	1,300	68.4%	1,650
8178	Splash Dance	7,259	6,375	8,700	11,000	126.4%	-
8183	Swim Lessons	615	1,220	1,500	400	26.7%	850
8185	Swim Fair	125	93	250	200	80.0%	350
8188	Water Aerobics	9,965	8,269	11,140	6,000	53.9%	13,200
8190	Water Polo	-	-	2,350	1,400	59.6%	2,400
8940	Contract Services	-	278	-	-		-
9026	Equipment Maintenance	7,197	27,593	15,000	22,000	146.7%	18,000
9065	Leased Equipment	56	-	-	-		-
9078	Safety Equipment	2,112	1,264	1,000	1,000	100.0%	1,000
9120	Capital Equipment	20,088	3,174	-	-		4,950
	<b>Sub-Total - Civic Center Aquatic Comp</b>	<b>530,540</b>	<b>475,079</b>	<b>449,980</b>	<b>458,678</b>	<b>101.9%</b>	<b>452,298</b>
6670	ASAP						
7010	Salaries & Wages - Permanent	44,928	41,347	46,196	46,196	100.0%	49,936
7020	Salaries & Wages - Part-time	104,883	94,924	96,745	96,745	100.0%	112,027
7030	Overtime	132	25	-	-		-
7110	Cafeteria Benefits	7,876	7,002	7,606	7,606	100.0%	7,892
7120	Deferred Compensation	612	586	674	674	100.0%	732
7130	FICA	4,787	4,661	-	-		-
7150	Medicare	2,193	1,990	2,072	2,072	100.0%	2,348
7160	PERS	15,695	14,694	13,022	13,022	100.0%	16,425
	<b>Sub-Total Personnel</b>	<b>181,106</b>	<b>165,229</b>	<b>166,315</b>	<b>166,315</b>	<b>100.0%</b>	<b>189,360</b>
8250	Afterschool Program	6,785	7,921	11,100	13,500	121.6%	11,200
8940	Contract Services	-	336	-	-		-
	<b>Sub-Total - ASAP</b>	<b>187,891</b>	<b>173,487</b>	<b>177,415</b>	<b>179,815</b>	<b>101.4%</b>	<b>200,560</b>
6700	CAVE						
7010	Salaries & Wages - Permanent	4,566	7	-	-		-
7020	Salaries & Wages - Part-time	7,435	49	-	-		-
7030	Overtime	11	-	-	-		-
7110	Cafeteria Benefits	781	1	-	-		-
7120	Deferred Compensation	73	-	-	-		-
7130	FICA	253	5	-	-		-
7150	Medicare	176	1	-	-		-
7160	PERS	1,709	1	-	-		-
	<b>Sub-Total Personnel</b>	<b>15,004</b>	<b>65</b>	<b>-</b>	<b>-</b>		<b>-</b>
8350	CAVE	1,608	-	-	-		-
	<b>Sub-Total - CAVE</b>	<b>16,612</b>	<b>65</b>	<b>-</b>	<b>-</b>		<b>-</b>



**PARKS & RECREATION 2510**

Code	Expenditure Classification	Actual Expense 2010-11	Actual Expense 2011-12	Amended Budget 2012-13	Estimated Expense 2012-13	% of Budget Expended	Adopted Budget 2013-14
6730	Day Camp						
7010	Salaries & Wages - Permanent	14,798	11,863	15,875	15,875	100.0%	17,341
7020	Salaries & Wages - Part-time	26,053	29,207	23,790	23,790	100.0%	24,219
7030	Overtime	38	8	-	-		
7110	Cafeteria Benefits	2,599	1,994	2,596	2,596	100.0%	2,704
7120	Deferred Compensation	210	165	229	229	100.0%	264
7130	FICA	1,253	1,412	-	-		
7150	Medicare	606	596	576	576	100.0%	603
7160	PERS	4,498	4,437	4,110	4,110	100.0%	4,763
	<b>Sub-Total Personnel</b>	<b>50,055</b>	<b>49,680</b>	<b>47,177</b>	<b>47,177</b>	<b>100.0%</b>	<b>49,894</b>
8450	Day Camp	1,210	2,315	2,000	2,000	100.0%	1,960
8940	Contract Services	-	111	-	-		
	<b>Sub-Total - Day Camp</b>	<b>51,265</b>	<b>52,107</b>	<b>49,177</b>	<b>49,177</b>	<b>100.0%</b>	<b>51,854</b>
6760	Instructor Classes						
7010	Salaries & Wages - Permanent	40,426	40,331	41,867	41,867	100.0%	44,695
7020	Salaries & Wages - Part-time	6,068	5,331	6,622	6,622	100.0%	6,969
7030	Overtime	142	70	-	-		
7110	Cafeteria Benefits	7,221	7,655	7,907	7,907	100.0%	8,417
7120	Deferred Compensation	355	216	181	181	100.0%	164
7130	FICA	15	50	-	-		
7150	Medicare	681	710	703	703	100.0%	749
7160	PERS	9,881	10,941	9,795	9,795	100.0%	10,723
	<b>Sub-Total Personnel</b>	<b>64,789</b>	<b>65,303</b>	<b>67,075</b>	<b>67,075</b>	<b>100.0%</b>	<b>71,717</b>
8502	Academic Tots	15,387	17,714	20,000	18,000	90.0%	18,310
8506	Archery	-	-	2,500	-	0.0%	
8508	Music Starz	-	685	-	450		
8508.0512	Arts & Crafts	497	1,807	-	400		750
8512	Ballet & Tap	594	196	500	-	0.0%	
8514	Baton Twirling	2,460	2,313	2,800	2,800	100.0%	3,050
8516	Belly Dancing	248	560	700	1,000	142.9%	1,165
8517	Cardio Kung Fu						2,000
8520	Cheer-Tumbling	2,031	4,096	4,000	4,400	110.0%	3,322
8522	Child & Babysitting Safety	70	-	-	-		
8524	Cooking						2,320
8526	CPR & First Aid	1,707	1,380	1,500	2,500	166.7%	3,422
8531	Dog Obediance	1,627	1,609	1,600	1,200	75.0%	1,105
8533	Driver's Ed	861	1,166	1,200	600	50.0%	715
8537	Fencing	6,404	5,582	6,500	7,000	107.7%	6,950
8539	Golf Lessons	4,695	5,100	5,500	6,500	118.2%	6,141
8541	Guitar Lessons	1,829	1,657	1,800	1,400	77.8%	1,572
8547	Hip Hop Dance	1,955	1,045	2,000	-	0.0%	
8547-5000	Horsemanship						1,500
8550	Kenpo	2,202	1,766	-	-		
8555	Zumba	12,730	12,232	13,000	6,800	52.3%	4,926
8557	Painting & Drawing	655	1,202	700	1,400	200.0%	1,900
8559	Parent & Tot	7,022	9,350	9,000	9,000	100.0%	9,875
8565	Preschool Art	315	-	200	120	60.0%	
8567	Rent-A-Santa	563	830	800	1,169	146.1%	975
8568	Road To Creativity	-	301	225	-	0.0%	
8569	Salsa & Latin Dance	51	-	-	1,000		



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Code	Expenditure Classification	Actual Expense 2010-11	Actual Expense 2011-12	Amended Budget 2012-13	Estimated Expense 2012-13	% of Budget Expended	Adopted Budget 2013-14
8575	Shotakan Karate	2,445	-	-	-		
8576.5000	Summer Camps	-	323	1,000	6,300	630.0%	9,000
8577	Swing Dance	649	666	1,000	-	0.0%	
8579	Tae Kwon Do	1,929	-	2,000	4,500	225.0%	4,592
8581	Tai Chi	3,163	3,973	4,200	3,500	83.3%	4,265
8583	Tennis	3,216	4,319	4,000	3,100	77.5%	2,974
8585	Tiny Tot Dance	2,697	1,667	2,400	1,300	54.2%	1,375
8591	Yoga	3,593	3,554	3,750	3,750	100.0%	3,270
8940	Contrafc	-	357	-	-		
	<b>Sub-Total - Instructor Classes</b>	<b>146,384</b>	<b>150,752</b>	<b>159,950</b>	<b>155,264</b>	<b>97.1%</b>	<b>167,191</b>
6790	PIO Events						
7010	Salaries & Wages - Permanent	80,999	77,720	48,760	48,760	100.0%	51,601
7020	Salaries & Wages - Part-time	17,263	11,595	29,423	29,423	100.0%	31,220
7030	Overtime	1,993	812	-	-		
7110	Cafeteria Benefits	12,905	12,399	7,670	7,670	100.0%	7,981
7120	Deferred Compensation	590	577	194	194	100.0%	311
7130	FICA	806	329	-	-		
7150	Medicare	1,609	1,435	1,134	1,134	100.0%	1,205
7160	PERS	18,550	20,610	13,457	13,457	100.0%	14,587
	<b>Sub-Total Personnel</b>	<b>134,715</b>	<b>125,476</b>	<b>100,638</b>	<b>100,638</b>	<b>100.0%</b>	<b>106,905</b>
7180	Uniforms	10	-	-	-		
7253	Mileage Exp/Allowance	567	565	100	100	100.0%	282
7805	Fall Festival	11,400	7,281	8,000	8,000	100.0%	
7835	Craft Fairs	1,016	725	1,000	1,000	100.0%	1,000
7840	Flea Markets (2)	370	311	1,000	1,000	100.0%	1,000
7850	Freedom Festival	34,502	35,085	35,000	35,000	100.0%	40,000
7855	Concerts in the Park (7)	26,419	32,406	28,000	28,000	100.0%	26,000
8721	Winter Wonderland	6,056	4,399	4,000	4,000	100.0%	4,000
	<b>Sub-Total - PIO Events</b>	<b>215,055</b>	<b>206,247</b>	<b>177,738</b>	<b>177,738</b>	<b>100.0%</b>	<b>179,187</b>
6820	Recreation						
7010	Salaries & Wages - Permanent	39,659	44,418	44,266	44,266	100.0%	54,131
7020	Salaries & Wages - Part-time	2,900	2,800	4,361	4,361	100.0%	4,441
7030	Overtime	5	30	-	-		
7110	Cafeteria Benefits	5,795	6,673	6,778	6,778	100.0%	7,660
7120	Deferred Compensation	848	825	810	810	100.0%	1,010
7130	FICA	180	174	-	-		
7150	Medicare	606	702	707	707	100.0%	849
7160	PERS	8,335	10,587	9,631	9,631	100.0%	12,039
	<b>Sub-Total Personnel</b>	<b>58,328</b>	<b>66,208</b>	<b>66,552</b>	<b>66,552</b>	<b>100.0%</b>	<b>80,130</b>

**PARKS & RECREATION 2510**

Code	Expenditure Classification	Actual Expense 2010-11	Actual Expense 2011-12	Amended Budget 2012-13	Estimated Expense 2012-13	% of Budget Expended	Adopted Budget 2013-14
7205	Advertising	150	373	750	650	86.7%	750
7229	Education & Training	360	22	1,050	1,050	100.0%	1,050
7241	Meetings & Conferences	1,727	2,591	3,150	2,700	85.7%	2,900
7247	Memberships & Dues	1,075	1,270	1,313	1,580	120.3%	1,600
7253	Mileage Exp/Allowance	166	-	300	100	33.3%	200
7259	Miscellaneous	1,194	97	350	200	57.1%	250
7265	Office Supplies/Exp	4,036	2,371	3,000	2,200	73.3%	2,500
7271	Postage	12,962	12,254	13,000	13,000	100.0%	13,000
7277	Printing	20,094	19,970	20,000	19,750	98.8%	20,000
7330	Hardware/Software Supplies Exp.	8,595	5,319	5,000	5,000	100.0%	5,250
7370	Special Dept Supplies/Exp	820	2,402	3,500	3,000	85.7%	3,500
7375	Staff Services	226	188	400	300	75.0%	350
8940	Contract Services	55,981	41,991	5,000	18,000	360.0%	5,000
9052	Gasoline, Diesel, Oil	983	916	1,000	950	95.0%	1,000
9091	Vehicle Maintenance	78	99	450	300	66.7%	400
9610	Transfer - 2520	(88,764)	-	-	-		
	<b>Sub-Total - Recreation</b>	<b>78,011</b>	<b>156,070</b>	<b>124,815</b>	<b>135,332</b>	<b>108.4%</b>	<b>137,880</b>
6850	Rec Dept Events						
7010	Salaries & Wages - Permanent	34,481	39,086	37,285	37,285	100.0%	39,684
7020	Salaries & Wages - Part-time	18,931	16,676	14,866	14,866	100.0%	17,568
7030	Overtime	75	22	-	-		
7110	Cafeteria Benefits	5,774	6,217	5,949	5,949	100.0%	6,144
7120	Deferred Compensation	527	651	599	599	100.0%	638
7130	FICA	885	892	-	-		
7150	Medicare	795	847	757	757	100.0%	830
7160	PERS	8,383	10,111	8,299	8,299	100.0%	9,084
	<b>Sub-Total Personnel</b>	<b>69,851</b>	<b>74,502</b>	<b>67,756</b>	<b>67,756</b>	<b>100.0%</b>	<b>73,948</b>
7180	Uniforms	7	-	-	-		
8702	Active Adults	1,750	281	400	400	100.0%	400
8703	AV Idol	135	36	132	132	100.0%	132
8706	AV Most Talented Kid	284	1,087	245	225	91.8%	260
8712	Birthday Party Packages	154	-	-	-		
8715	Bunny Run	1,183	432	1,135	1,135	100.0%	1,180
8718	Campfire Programs	136	36	130	-	0.0%	
8728	Eggstravaganza	669	710	700	700	100.0%	800
8733	Firecracker Run	1,419	836	1,135	1,135	100.0%	1,180
8742	Haunted House	386	284	425	275	64.7%	425
8744	Healthy Apple Valley	6,784	3,367	5,000	5,000	100.0%	5,000
8744-5000	Heartchase	-	1,140	-	-		
8745	Kiddie Carnival	521	477	500	500	100.0%	700
8751	Mothers Day Tea Party	78	54	150	150	100.0%	150
8754	Mudfest	14	281	200	70	35.0%	175
8757	Fall Festival Run	16	-	-	-		

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Code	Expenditure Classification	Actual Expense 2010-11	Actual Expense 2011-12	Amended Budget 2012-13	Estimated Expense 2012-13	% of Budget Expended	Adopted Budget 2013-14
8764	Special Apples	72	183	225	225	100.0%	275
8765	Sponsorship Revenue	141	48	-	-		
8765.5000	Swing the Town	650	-	-	-		
8765-6000	Teen Art Festival	-	-	450	450	100.0%	500
8766	Teen Events	41	31	200	200	100.0%	100
8776	Tour de Apple Valley	-	3,104	3,000	-	0.0%	
8784	Turkey Run	1,065	1,140	1,120	946	84.5%	1,165
8790	Volunteens	380	696	664	650	97.9%	700
8793	Wildflower Golf Tournament	-	-	5,000	-	0.0%	
8940	Contract Services	-	139	-	-		
	<b>Sub-Total - Rec Dept Events</b>	<b>85,736</b>	<b>88,862</b>	<b>88,567</b>	<b>79,949</b>	<b>90.3%</b>	<b>87,090</b>
6880	Rentals						
7010	Salaries & Wages - Permanent	38,724	42,856	47,298	47,298	100.0%	48,556
7020	Salaries & Wages - Part-time	7,619	8,478	8,519	8,519	100.0%	8,953
7030	Overtime	95	37	-	-		
7110	Cafeteria Benefits	6,722	7,435	8,042	8,042	100.0%	7,896
7120	Deferred Compensation	443	489	577	577	100.0%	570
7130	FICA	216	238	-	-		
7150	Medicare	687	786	811	811	100.0%	834
7160	PERS	9,181	11,480	10,795	10,795	100.0%	11,429
	<b>Sub-Total Personnel</b>	<b>63,687</b>	<b>71,798</b>	<b>76,042</b>	<b>76,042</b>	<b>100.0%</b>	<b>78,238</b>
8600	Parking Fee	17,035	12,094	20,000	20,000	100.0%	21,000
8712	Birthday Party Package	5	42	350	30	8.6%	-
8940	Contract Services	-	389	-	-		
	<b>Sub-Total - Rentals</b>	<b>80,727</b>	<b>84,323</b>	<b>96,392</b>	<b>96,072</b>	<b>99.7%</b>	<b>99,238</b>
6900	Skate Park - Facilities						
7360	Safety & Security	826	1,059	5,000	5,000	100.0%	5,000
9555	Skate Park Renovation	247,706	-	-	-		
	<b>Sub-Total - Skate Park - Facilities</b>	<b>248,532</b>	<b>1,059</b>	<b>5,000</b>	<b>5,000</b>	<b>100.0%</b>	<b>5,000</b>
6940	User Groups						
7010	Salaries & Wages - Permanent	32,389	23,027	21,278	21,278	100.0%	21,992
7020	Salaries & Wages - Part-time	1,514	965	907	907	100.0%	960
7030	Overtime	46	10	-	-		
7110	Cafeteria Benefits	5,671	3,714	3,499	3,499	100.0%	3,489
7120	Deferred Compensation	345	347	300	300	100.0%	294
7130	FICA	4	12	-	-		
7140-1	Health/Other Benefits-Retirees	-	-	-	-		
7150	Medicare	523	378	322	322	100.0%	333
7160	PERS	7,284	5,761	4,683	4,683	100.0%	4,972
	<b>Sub-Total Personnel</b>	<b>47,776</b>	<b>34,214</b>	<b>30,989</b>	<b>30,989</b>	<b>100.0%</b>	<b>32,040</b>
7180	Uniforms	7	-	-	-		
7223	Disposal Services	532	577	350	400	114.3%	400
8940	Contract Services	-	111	-	-		
	<b>Sub-Total - User Groups</b>	<b>48,315</b>	<b>34,902</b>	<b>31,339</b>	<b>31,389</b>	<b>100.2%</b>	<b>32,440</b>

**PARKS & RECREATION 2510**

<b>Code</b>	<b>Expenditure Classification</b>	<b>Actual Expense 2010-11</b>	<b>Actual Expense 2011-12</b>	<b>Amended Budget 2012-13</b>	<b>Estimated Expense 2012-13</b>	<b>% of Budget Expended</b>	<b>Adopted Budget 2013-14</b>
6970	Youth Sports						
7010	Salaries & Wages - Permanent	43,211	44,170	44,915	44,915	100.0%	45,561
7020	Salaries & Wages - Part-time	18,192	18,816	23,261	20,000	86.0%	23,351
7030	Overtime	86	23	-	-		
7110	Cafeteria Benefits	7,056	7,166	7,276	7,276	100.0%	7,107
7120	Deferred Compensation	670	704	709	709	100.0%	699
7130	FICA	603	654	-	-		
7150	Medicare	936	969	990	990	100.0%	999
7160	PERS	11,117	12,737	10,669	10,669	100.0%	11,451
	<b>Sub-Total Personnel</b>	<b>81,871</b>	<b>85,238</b>	<b>87,820</b>	<b>84,559</b>	<b>96.3%</b>	<b>89,168</b>
8805	Adventures in PW Sports	263	586	730	730	100.0%	750
8810	Basketball Tournament	989	1,750	2,100	2,100	100.0%	2,105
8812	Coed Volleyball	238	706	930	930	100.0%	930
8820	Father Son Basketball Tournament	177	149	242	242	100.0%	242
8825	Peewee Soccer	810	417	970	525	54.1%	950
8830	Winter Peewee/Hotshots Basketball	585	962	900	800	88.9%	935
8858	Summer Peewee/Hotshots Basketball	374	139	750	750	100.0%	805
8860	Summer Youth Basketball	3,220	3,716	3,600	3,600	100.0%	4,000
8865	T-Ball	1,104	1,234	1,350	1,100	81.5%	1,340
8870	Flag Football	-	-	1,550	-	0.0%	
8880	Winter Youth Basketball	3,745	6,788	6,500	6,000	92.3%	6,500
8885	Youth Track Meet	534	223	300	300	100.0%	300
8887	3 on 3 Soccer Tournament	579	339	640	400	62.5%	640
8940	Contract Services	-	278	-	-	0.0%	
	<b>Sub-Total - Youth Sports</b>	<b>94,489</b>	<b>102,525</b>	<b>108,382</b>	<b>102,036</b>	<b>94.1%</b>	<b>108,665</b>
	<b>Total Parks &amp; Rec Expenditures</b>	<b>4,080,306</b>	<b>3,742,963</b>	<b>3,279,947</b>	<b>3,219,189</b>	<b>98.1%</b>	<b>3,470,141</b>
	<b>ENDING FUND BALANCE</b>	<b>(5,275,409)</b>	<b>(5,728,164)</b>	<b>(5,712,756)</b>	<b>(5,617,761)</b>		<b>(5,617,761)</b>

**PARKS & RECREATION 2510**

<b>Code</b>	<b>Expenditure Classification</b>	<b>Actual Expense 2010-11</b>	<b>Actual Expense 2011-12</b>	<b>Amended Budget 2012-13</b>	<b>Estimated Expense 2012-13</b>	<b>% of Budget Expended</b>	<b>Adopted Budget 2013-14</b>
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*Parks & Recreation - Recreation Division*

<b>Personnel Schedule</b>	<b>Actual 2010-11</b>	<b>Actual 2011-12</b>	<b>Actual 2012-13</b>	<b>Adopted 2013-14</b>
<b>Full Time:</b>				
Parks and Recreation Manager	0.930	0.890	0.85	0.78
Marketing and Public Affairs Officer	0.000	0.000	0.06	0.05
Public Information Officer	0.100	0.100	0.00	0.00
Public Relations Specialist	0.175	0.175	0.08	0.06
Event Coordinator	1.000	1.000	0.67	0.67
Recreation Supervisor	3.000	2.000	2.00	2.00
Recreation Coordinator	0.000	1.000	1.00	1.00
Administrative Secretary	0.970	0.960	0.96	0.91
Senior Office Assistant	1.000	1.000	1.00	2.00
Office Assistant	1.000	1.000	1.00	0.00
<b>Part Time:</b>				
Recreation Coordinator	0.000	0.000	0.00	0.50
Office Assistant	2.000	1.500	0.60	0.60
Office Assistant	0.000	0.000	0.00	0.24
Event Assistants	2.000	1.000	1.00	1.00
Pool Manager	0.000	0.000	0.00	0.00
Swim Coach	0.190	0.190	0.00	0.00
Recreation Assistant	0.480	0.480	0.48	0.00
Senior Lifeguard	0.650	0.650	0.34	0.34
Lifeguard	2.870	2.870	4.66	4.50
Recreation Leader II	5.410	5.410	4.59	4.32
Recreation Leader I	2.670	2.670	2.95	6.30
Parks and Recreation Commissioners	1.250	1.250	1.25	1.25
<b>Sub-Total FTE's:</b>	<b>25.695</b>	<b>24.145</b>	<b>23.49</b>	<b>26.52</b>

*Parks & Recreation - Park's Division*

<b>Personnel Schedule</b>	<b>Actual 2010-11</b>	<b>Actual 2011-12</b>	<b>Actual 2012-13</b>	<b>Adopted 2013-14</b>
<b>Full Time:</b>				
Parks Supervisor	0.930	0.960		
Grounds Supervisor			0.97	0.97
Senior Maintenance Worker	2.000	2.000	0.48	0.48
Maintenance Worker II	5.370	5.920	0.68	0.68
Maintenance Worker I	5.450	4.690	0.67	0.67
Grounds Maintenance Worker III			0.95	0.95
Grounds Maintenance Worker II			2.61	2.71
Custodian	1.000	1.000	1.00	1.00
Grounds Maintenance Worker I			4.49	4.87
<b>Part Time:</b>				
Maintenance Aide	2.000	1.000	0.00	
Custodian			0.25	0.39
Grounds Services Aide	0.000	0.000	0.68	1.65
<b>Sub-Total FTE's:</b>	<b>16.750</b>	<b>15.570</b>	<b>12.78</b>	<b>14.37</b>
<b>Total FTE's:</b>	<b>42.445</b>	<b>39.715</b>	<b>36.27</b>	<b>40.89</b>

# PARKS & RECREATION QUIMBY FUND

TOTAL BUDGET - \$0

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 2010-11	Actual Revenue 2011-12	Amended Budget 2012-13	Estimate Revenue 2012-13	% of Budget Received	Adopted Budget 2013-14
BEGINNING FUND BALANCE		111,005	33,562	25,826	25,826		20,919
6166	Quimby Fees	9,624	33,799	10,500	10,500	100%	10,500
4255	Interest	757	96	-	-		
Total Revenues		10,381	33,895	10,500	10,500	100%	10,500
Code	Expenditure Classification	Actual Expenses 2010-11	Actual Expenses 2011-12	Amended Budget 2012-13	Estimate Expense 2012-13	% of Budget Received	Adopted Budget 2013-14
9610	Tr to 2510 - Parks Master Plan	88,764	41,631	15,407	15,407	100%	-
9610	Transfer from 4910	(940)		-	-		-
Total Expenditures		87,824	41,631	15,407	15,407	100%	-
ENDING FUND BALANCE		33,562	25,826	20,919	20,919	100%	31,419

# POLICE GRANTS

TOTAL BUDGET - \$196,817

This fund is used to account for revenues received for the Department of Justice, the Department of Homeland Security, Cal EMA and other agencies for public safety activities. 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 2010-11	Actual Revenue 2011-12	Amended Budget 2012-13	Estimate Revenue 2012-13	% of Budget Received	Adopted Budget 2013-14
	BEGINNING FUND BALANCE	961	(302)	6,640	6,640		-
4255	Interest	462	18	-	-		-
2514-6927	JAG AARA Grant	18,401	26,498	26,463	19,823		-
2516-6927	Annual JAG Grant 2010		29,495	-	-		-
2516-6927	Annual JAG Grant 2011	-	21,289	-	-		-
2516-6927	Annual JAG Grant 2012	-	-	19,237	19,237		-
2516-6927	Annual JAG Grant 2013	-	-	-	-		20,000
2518-6927	Cal Pal Program	28,167	-	-	-		-
2519-6927	Homeland Security	-	40,627	-	-		-
2520-6927	Cal GR	-	-	249,797	136,530		113,267
2522-6927	Sobriety Checkpoint	-	-	63,550	63,550		63,550
	<b>Total Revenues</b>	<b>47,030</b>	<b>117,928</b>	<b>359,047</b>	<b>239,140</b>	<b>-</b>	<b>196,817</b>
Code	Expenditure Classification	Actual Expenses 2010-11	Actual Expenses 2011-12	Amended Budget 2012-13	Estimate Expense 2012-13	% of Budget Expended	Adopted Budget 2013-14
JAG AARA Grant 2514							
7265	Office Supplies	437	-	-	-		-
7330	Hardware/Software Supplies Exp	175	-	-	-		-
8940	Contract Services	19,211	26,516	26,463	26,463		-
	<b>Total JAG AARA Grant</b>	<b>19,823</b>	<b>26,516</b>	<b>26,463</b>	<b>26,463</b>		<b>-</b>
2010 JAG Grant 2516							
8940	Contract Services	-	29,495	-	-		-
	<b>Total Annual JAG Grant</b>	<b>-</b>	<b>29,495</b>	<b>-</b>	<b>-</b>		<b>-</b>
2011 JAG Grant 2516							
8940	Contract Services	-	21,289	-	-		-
	<b>Total Annual JAG Grant</b>	<b>-</b>	<b>21,289</b>	<b>-</b>	<b>-</b>		<b>-</b>
2012 JAG Grant 2516							
8940	Contract Services	-	-	19,237	19,237		-
	<b>Total Annual JAG Grant</b>	<b>-</b>	<b>-</b>	<b>19,237</b>	<b>19,237</b>		<b>-</b>
2013 JAG Grant 2516							
8940	Contract Services	-	-	-	-		20,000
	<b>Total Annual JAG Grant</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>		<b>20,000</b>
Cal Pal Program 2518							
7283	Rent	1,000	-	-	-		-
7370	Special Department Supplies	2,777	10,479	-	-		-
8940	Contract Services	2,773	4,159	-	-		-
	<b>Total Cal Pal Program</b>	<b>6,550</b>	<b>14,637</b>	<b>-</b>	<b>-</b>		<b>-</b>
Homeland Security 2519							
7229	Education & Training	-	340	-	-		-
7970	Small Tools	2,467	236	-	-		-
9120	Capital Equipment	-	35,343	-	-		-
9300	Capital Projects	19,452	(16,871)	-	-		-
	<b>Total Homeland Security</b>	<b>21,919</b>	<b>19,048</b>	<b>-</b>	<b>-</b>		<b>-</b>
Cal GR 2520							
8940	Contract Services Cal Pal	-	-	249,797	136,530		113,267
	<b>Total Cal E M A</b>	<b>-</b>	<b>-</b>	<b>249,797</b>	<b>136,530</b>		<b>113,267</b>

Sobriety Checkpoint 2522

7720 Sobriety Checkpoint	-	-	63,550	63,550		63,550
Total Sobriety Checkpoint	-	-	63,550	63,550		63,550
Total Expenditures	48,293	110,985	359,047	245,780	-	196,817
ENDING FUND BALANCE	(302)	6,640	6,640	-	-	-



# ASSET SEIZURE

## TOTAL BUDGET - \$0.00

This fund accounts for revenue received from asset forfeiture/seizure activities. These 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 2010-11	Actual Revenue 2011-12	Amended Budget 2012-13	Estimate Revenue 2012-13	% of Budget Received	Adopted Budget 2013-14
BEGINNING FUND BALANCE		13,137	29,701	22,809	22,809		18,578
4255	Interest	167	76	-	40		-
6806	Asset Seizure	16,647	0	-	-		-
Total Revenues		16,814	76	-	40		-
Code	Expenditure Classification	Actual Expenses 2010-11	Actual Expenses 2011-12	Amended Budget 2012-13	Estimate Expense 2012-13	% of Budget Used	Adopted Budget 2013-14
7229	Education and Training	250	80	-	-		-
7241	Meetings & Conferences	-	480	-	-		-
7253	Mileage	-	155	-	-		-
7370	Special Department Supplies	-	6,253	-	-		-
9120	Capital Equipment	-	-	-	4,271		-
Total Expenditures		250	6,968	-	4,271		-
ENDING FUND BALANCE		29,701	22,809	22,809	18,578	-	18,578

# DRUG & GANG PREVENTION

TOTAL BUDGET - \$0.00

Drug and Gang Prevention - Account Number 2630-2010							
Code	Revenue Classification	Actual Revenue 2010-11	Actual Revenue 2011-12	Amended Budget 2012-13	Estimate Revenue 2012-13	% of Budget Received	Adopted Budget 2013-14
	BEGINNING FUND BALANCE	893	2,947	2,947	2,947		2,952
4255	Interest	7	9	-	5		-
6806	Asset Seizure	2,938	0	-	-		-
	Total Revenues	2,945	9	-	5	-	-
Code	Expenditure Classification	Actual Expenses 2010-11		Amended Budget 2012-13	Estimate Expense 2012-13	% of Budget Used	Adopted Budget 2013-14
7370	Special Department Supplies	890	-	-	-		-
	Total Expenditures	890	-	-	-		-
	ENDING FUND BALANCE	2,947	2,957	2,947	2,952	-	2,952

# LIGHTING AND LANDSCAPE DISTRICT

TOTAL BUDGET - \$160,250

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 2010-11	Actual Revenue 2011-12	Amended Budget 2012-13	Estimate Revenue 2012-13	% of Budget Received	Adopted Budget 2013-14
	BEGINNING FUND BALANCE	565,629	742,881	898,549	898,549		1,063,649
4020	Property Tax	321,548	318,928	324,000	324,000		324,000
4181	Refunds, Reimb, Rebates	95	-	-	-		-
4255	Interest	3,862	2,743	1,200	1,350		1,350
	Total Revenues	325,505	321,671	325,200	325,350	-	325,350
Code	Expenditure Classification	Actual Expenses 2010-11	Actual Expenses 2011-12	Amended Budget 2012-13	Estimate Expense 2012-13	% of Budget Used	Adopted Budget 2013-14
7935	Right of Way Maintenance	144,199	153,291	152,250	152,250		152,250
8964	Engineering Contractor	4,054	12,712	8,000	8,000		8,000
	Total Expenditures	148,253	166,004	160,250	160,250		160,250
	ENDING FUND BALANCE	742,881	898,549	1,063,499	1,063,649	-	1,228,749

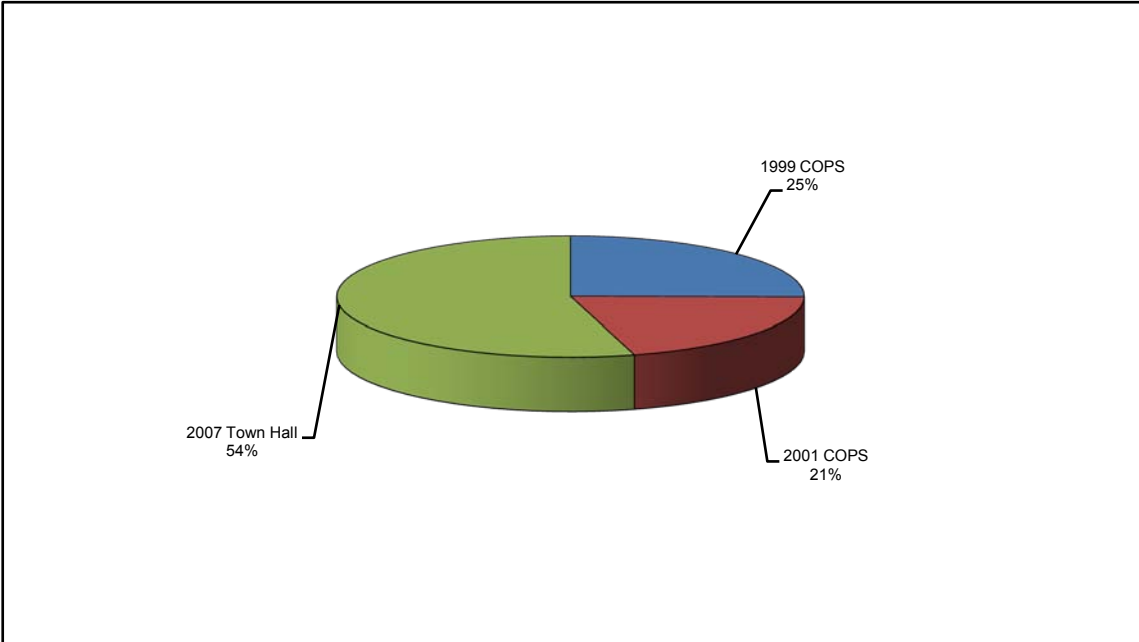
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Town of Apple Valley

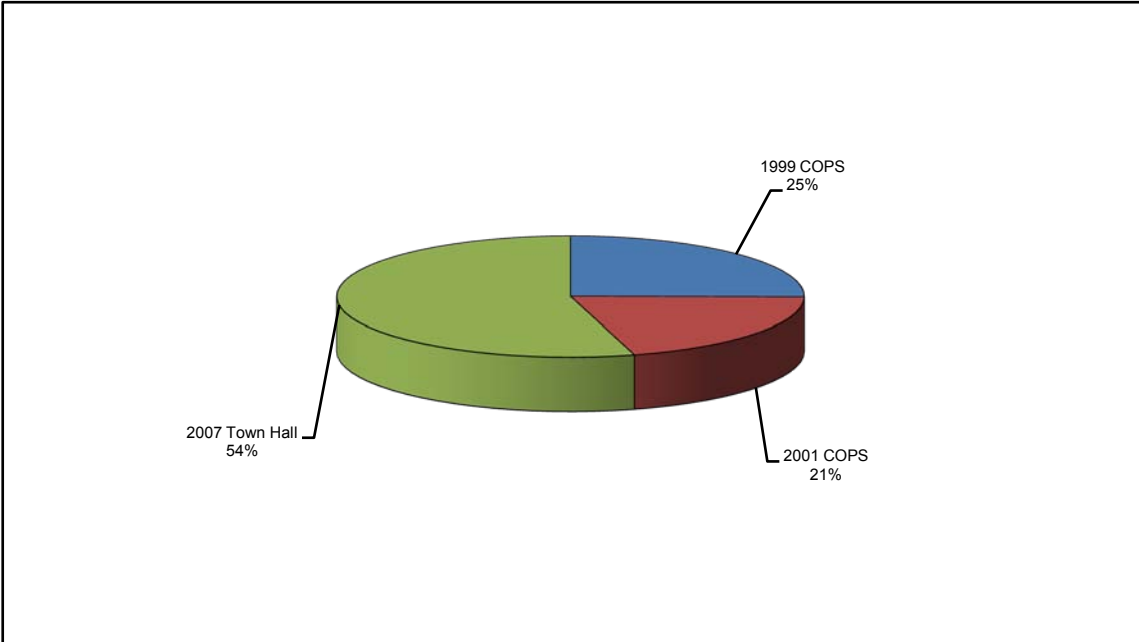
# 2013/14 Debt Service Funds Revenue

1999 COPS	410,000
2001 COPS	332,000
2007 Town Hall	885,150
Total Debt Service Funds Expense	<u><u>\$1,627,150</u></u>



# 2013/14 Debt Service Funds Expense

1999 COPS	410,000
2001 COPS	332,000
2007 Town Hall	885,150
Total Debt Service Funds Expense	<u><u>\$1,627,150</u></u>



# DEBT SERVICE FUNDS

TOTAL BUDGET - \$1,627,150

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 2010-11	Actual Revenue 2011-12	Amended Budget 2012-13	Estimated Revenue 2012-13	% of Budget Received	Adopted Budget 2013-14	
4255	Interest							
	1999 COP's	4105-0000-4255	1	-	-	-	-	
	2001 COP's	4106-0000-4255	2	-	-	-	-	
	2007 COP's	4108-0000-4255	-	-	-	-	-	
9610	Transfer from General Fund							
	1999 COP's	4105-1500-6999-1001	382,626	379,845	405,000	409,474	101.1%	410,000
	2001 COP's	4106-1500-6999-1001	230,446	223,742	322,000	322,000	100.0%	332,000
	2007 COP's*	4108-1500-6999-1001	1,751,705	18,911	888,100	888,100	100.0%	885,150
9610	Transfer from General Government Facilities							
	2007 COP's*	4108-1500-9610-4730	19,880	(19,880)	-	-	-	
Total Revenues			2,384,660	602,618	1,615,100	1,619,574	100.3%	1,627,150
Code	Expenditure Classification	Actual Expense 2010-11	Actual Expense 2011-12	Amended Budget 2012-13	Estimated Expense 2012-13	% of Budget Expended	Adopted Budget 2013-14	
	Debt Service							
9840	1999 COP's Principle	4105-1500-9840-0000	305,000	315,000	325,000	325,000	100.0%	330,000
9860	1999 COP's Interest	4105-1500-9860-0000	9,299	4,925	10,000	10,000	100.0%	10,000
9840	2001 COP's Principle	4106-1500-9840-0000	195,000	202,500	280,000	280,000	100.0%	290,000
9860	2001 COP's Interest	4106-1500-9860-0000	10,880	2,402	12,000	12,000	100.0%	12,000
9840	2007 COP's Principle	4108-1500-9840-0000	405,000	420,000	440,000	440,000	100.0%	455,000
9860	2007 COP's Interest	4108-1500-9860-0000	478,238	462,244	445,100	445,100	100.0%	427,150
8940	Debt Service Admin	4105-1500-8940-0000	68,327	62,715	70,000	70,000	100.0%	70,000
8940	Debt Service Admin	4106-1500-8940-0000	24,566	20,521	30,000	30,000	100.0%	30,000
8940	Debt Service Admin	4108-1500-8940-0000	2,555	2,580	3,000	3,000	100.0%	3,000
Total Expenditures			1,498,865	1,492,887	1,615,100	1,615,100	100.0%	1,627,150
ENDING FUND BALANCE			885,795	(4,474)	(4,474)	-	-	-

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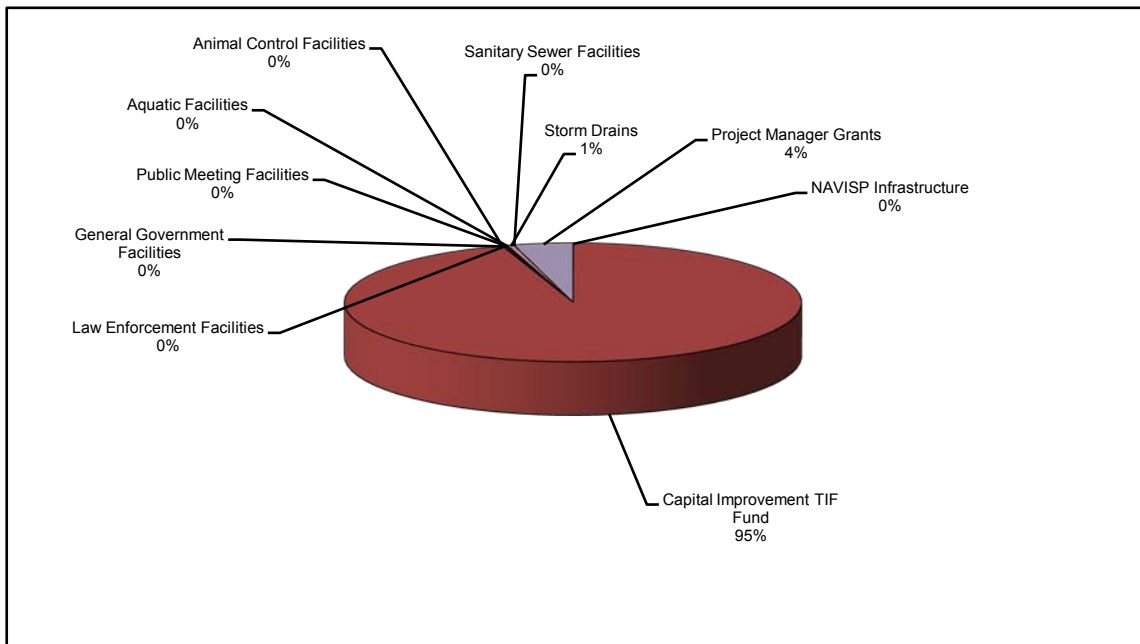


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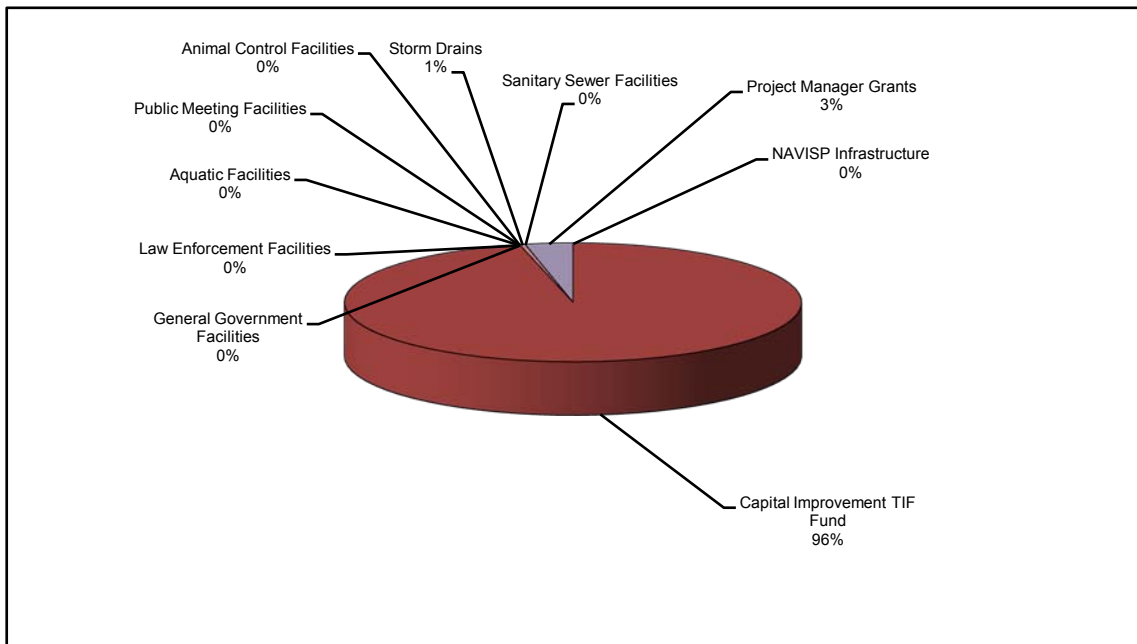
## 2013/14 Capital Improvement Funds Revenue

NAVISP Infrastructure	\$4,000
Capital Improvement TIF Fund	19,283,000
Animal Control Facilities	3,550
Law Enforcement Facilities	24,100
General Government Facilities	30,000
Public Meeting Facilities	15,150
Aquatic Facilities	5,100
Storm Drains	91,500
Sanitary Sewer Facilities	2,900
Project Manager Grants	847,700
Total-CIP Funds Revenue	<u><u>\$20,307,000</u></u>



## 2013/14 Capital Improvement Funds Expenditures

NAVISP Infrastructure	\$0
Capital Improvement TIF Fund	24,211,000
Animal Control Facilities	-
Law Enforcement Facilities	-
General Government Facilities	-
Public Meeting Facilities	-
Aquatic Facilities	-
Storm Drains	100,000
Sanitary Sewer Facilities	-
Project Manager Grants	847,700
<b>Total-CIP Funds Expenditures</b>	<b><u><u>\$25,158,700</u></u></b>



# NAVISP INFRASTRUCTURE

TOTAL BUDGET - \$0

This fund accounts for revenues received and expenditures 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 2010-11	Actual Revenue 2011-12	Amended Budget 2012-13	Estimated Revenue 2012-13	% of Budget Received	Adopted Budget 2013-14
BEGINNING FUND BALANCE		-	1,630,994	1,637,171	1,637,171		1,641,171
4255	Interest	690	6,547	4,000	4,000		4,000
9610	Transfer in - 1001	1,630,304	-	-	-		-
Total Revenue		1,630,994	6,547	4,000	4,000	-	4,000
Code	Expenditure Classification	Actual Expense 2010-11	Actual Expense 2011-12	Amended Budget 2012-13	Estimated Expense 2012-13	% of Budget Expended	Adopted Budget 2013-14
9485	NAVISP	-	370	-	-		-
Total Expenditures		-	370	-	-	-	-
ENDING FUND BALANCE		1,630,994	1,637,171	1,641,171	1,641,171	-	1,645,171

## CAPITAL IMPROVEMENT PROGRAM - INFRASTRUCTURE (TIF)

TOTAL BUDGET - \$24,211,000

Most of the Town's planned arterials and collectors exist in some form, although not necessarily fully widened to allow for the full number of lanes. Revenues are derived from Traffic Impact Fees, grants and other transportation funding from the State or County. The Traffic Impact Fees are used to finish off these existing, but not yet fully improved, roads and bridges. The collected fees are used to create additional lane miles and bridge lanes increasing carrying capacity. Additionally, this fund is used to complete the system of signals that insures the smooth movement of vehicles through intersections.

Capital Improvement Program - Infrastructure (TIF) - Account Number 4410-5210							
Code	Revenue Classification	Actual Revenue 2010-11	Actual Revenue 2011-12	Amended Budget 2012-13	Estimated Revenue 2012-13	% of Budget Received	Adopted Budget 2013-14
	BEGINNING FUND BALANCE	9,483,693	9,104,848	9,299,816	9,299,816		8,776,009
4181	Refunds, Reimb, Rebates	11,568	452,093	-	87,500		-
4181	Zone 4 Flood Control Reimb (9595)	-	-	-	-		4,150,000
4181	State Local Partnership Program	-	-	-	-		358,000
4255	Interest	74,995	28,896	25,000	25,000	100.0%	25,000
6184	Traffic Impact Fees	384,559	170,602	350,000	400,000	114.3%	400,000
6816	Grants (HSIP)	-	-	350,000	-	0.0%	350,000
6999	Transfer In - 2730	-	-	12,400,000	200,000	1.6%	14,000,000
	<b>Total Revenue</b>	<b>471,122</b>	<b>651,591</b>	<b>13,125,000</b>	<b>712,500</b>	<b>5.4%</b>	<b>19,283,000</b>
Code	Expenditure Classification	Actual Expense 2010-11	Actual Expense 2011-12	Amended Budget 2012-13	Estimated Expense 2012-13	% of Budget Expended	Adopted Budget 2013-14
9205	AV Rd/BV Rd SE Corner Imp	-	-	-	-		390,000
9208	AV Rd/Town Center Improvements	-	-	100,000	100,000	100.0%	100,000
9283	Bear Valley Rd/Deep Creek Signal	78,307	207,568	-	-		-
9284	Bear Valley Rd/ Mohawk Signal	29,927	25,257	405,000	405,000	100.0%	405,000
9305	Central Rd (s/o Ottawa)	233,820	-	-	-		-
9327	Corwin Rd	5,517	-	-	-		-
9338	Dale Evans Road Widening n/o Otoe	472,228	-	-	-		-
9410	Hwy 18 West End Widening	39,270	14,467	-	75,000		-
9442	Kiowa (Bear Valley to Tussing Phase I)	-	400	-	-		716,000
9471	Navajo Rd	(9,102)	318	-	-		-
9588	Yucca Loma Bridge	-	208,613	13,000,000	200,000	1.5%	13,000,000
9590	Yucca Loma Rd Pole Undergrouding	-	-	25,000	25,000	100.0%	-
9595	Yucca Loma Rd Widening	-	-	-	-		9,600,000
9610	Transfer - 4910	-	-	396,000	431,307	108.9%	-
	<b>Total Expenditures</b>	<b>849,967</b>	<b>456,623</b>	<b>13,926,000</b>	<b>1,236,307</b>	<b>8.9%</b>	<b>24,211,000</b>
	ENDING FUND BALANCE	9,104,848	9,299,816	8,498,816	8,776,009	103.3%	3,848,009

# ANIMAL CONTROL FACILITIES

TOTAL BUDGET - \$0

This fund accounts for revenues received from developers to mitigate the impact of new development on the Town's animal control facilities. These funds are used for future development or maintenance of such facilities.

Animal Control Facilities 4710-1200							
Code	Revenue Classification	Actual Revenue 2010-11	Actual Revenue 2011-12	Amended Budget 2012-13	Estimated Revenue 2012-13	% of Budget Received	Adopted Budget 2013-14
BEGINNING FUND BALANCE		92,222	96,175	98,874	98,874		100,624
4255	Interest	663	311	650	650		350
6102	Animal Control Facilities Fee	3,290	2,388	1,100	1,100		3,200
Total Revenue		3,953	2,699	1,750	1,750	-	3,550
Code	Expenditure Classification	Actual Expense 2010-11	Actual Expense 2011-12	Amended Budget 2012-13	Estimated Expense 2012-13	% of Budget Expended	Adopted Budget 2013-14
7935	Right of Way Maintenance	-	-	-	-		-
8964	Engineering Cont - General	-	-	-	-		-
Total Expenditures		-	-	-	-	-	-
ENDING FUND BALANCE		96,175	98,874	100,624	100,624		104,174

# LAW ENFORCEMENT FACILITIES

TOTAL BUDGET - \$0

This fund accounts for revenues received from developers to mitigate the impact of new development on the Town's law enforcement facilities. These funds are used for future development or maintenance of such facilities.

Law Enforcement Facilities 4720-1200							
Code	Revenue Classification	Actual Revenue 2010-11	Actual Revenue 2011-12	Amended Budget 2012-13	Estimated Revenue 2012-13	% of Budget Received	Adopted Budget 2013-14
BEGINNING FUND BALANCE		451,950	634	17,653	17,653		29,753
4255	Interest	3,036	(334)	(400)	(400)		100
6140	Law Enforcement Facilities Fee	9,524	17,353	12,500	12,500		24,000
Total Revenue		12,560	17,019	12,100	12,100	-	24,100
Code	Expenditure Classification	Actual Expense 2010-11	Actual Expense 2011-12	Amended Budget 2012-13	Estimated Expense 2012-13	% of Budget Expended	Adopted Budget 2013-14
9512	PD T/I 2010	-	-	-	-		-
9610	Transfer - 4110	463,876	-	-	-		-
Total Expenditures		463,876	-	-	-	-	-
ENDING FUND BALANCE		634	17,653	29,753	29,753		53,853

# GENERAL GOVERNMENT FACILITIES

TOTAL BUDGET - \$0

This fund accounts for revenue received from developers to mitigate the impact of new development on the Town's general government facilities. 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.



# GENERAL GOVERNMENT FACILITIES

TOTAL BUDGET - \$0

General Government Facilities 4730-1500							
Code	Revenue Classification	Actual Revenue 2010-11	Actual Revenue 2011-12	Amended Budget 2012-13	Estimated Revenue 2012-13	% of Budget Received	Adopted Budget 2013-14
BEGINNING FUND BALANCE		-	23	32,540	32,540		62,540
4255	Interest	(4,625)	(22)	-			-
6126	General Gov Facilities Fees	24,528	18,759	30,000	30,000		30,000
Total Revenue		19,903	18,737	30,000	30,000	-	30,000
Code	Expenditure Classification	Actual Expense 2010-11	Actual Expense 2011-12	Amended Budget 2012-13	Estimated Expense 2012-13	% of Budget Expended	Adopted Budget 2013-14
9120	Capital Equipment	-	6,100	-	-	-	-
9610	Transfer - 4108	19,880	(19,880)	-	-	-	-
Total Expenditures		19,880	(13,780)	-	-	-	-
ENDING FUND BALANCE		23	32,540	62,540	62,540		92,540



# PUBLIC MEETING FACILITIES

TOTAL BUDGET - \$0

This fund accounts for revenues received from developers to mitigate the impact of new development on the Town's public meeting facilities. These funds are used for future development or maintenance of such facilities.

Public Meeting Facilities 4740-1200							
Code	Revenue Classification	Actual Revenue 2010-11	Actual Revenue 2011-12	Amended Budget 2012-13	Estimated Revenue 2012-13	% of Budget Received	Adopted Budget 2013-14
BEGINNING FUND BALANCE		104,437	58,829	69,991	69,991		75,001
4255	Interest	738	159	10	10		150
6164	Public Meeting Facilities Fee	15,692	11,004	5,000	5,000		15,000
Total Revenue		16,430	11,162	5,010	5,010	-	15,150
Code	Expenditure Classification	Actual Expense 2010-11	Actual Expense 2011-12	Amended Budget 2012-13	Estimated Expense 2012-13	% of Budget Expended	Adopted Budget 2013-14
9610	Transfer - 4110	62,038	-	-	-		-
Total Expenditures		62,038	-	-	-	-	-
ENDING FUND BALANCE		58,829	69,991	75,001	75,001		90,151

# AQUATIC FACILITIES

TOTAL BUDGET - \$0

This fund accounts for revenues received from developers to mitigate the impact of new development on the Town's aquatic facilities. These funds are used for future development or maintenance of such facilities.

Aquatic Facilities - 4750-1200							
Code	Revenue Classification	Actual Revenue 2010-11	Actual Revenue 2011-12	Amended Budget 2012-13	Estimated Revenue 2012-13	% of Budget Received	Adopted Budget 2013-14
BEGINNING FUND BALANCE		34,858	40,175	45,314	45,314		48,354
4255	Interest	255	141	40	40		100
6106	Aquatic Facilities Fees	5,062	4,999	3,000	3,000		5,000
Total Revenue		5,317	5,139	3,040	3,040	-	5,100
Code	Expenditure Classification	Actual Expense 2010-11	Actual Expense 2011-12	Amended Budget 2012-13	Estimated Expense 2012-13	% of Budget Expended	Adopted Budget 2013-14
Total Expenditures		-	-	-	-	-	-
ENDING FUND BALANCE		40,175	45,314	48,354	48,354		53,454

# STORM DRAINS

TOTAL BUDGET - \$100,000

This fund accounts for revenues received from developers to mitigate the impact of new development on the Town's storm drains. The funds are used to acquire land, engineering and/or constructing storm drain infrastructure.

Storm Drains 4760-5210							
Code	Revenue Classification	Actual Revenue 2010-11	Actual Revenue 2011-12	Amended Budget 2012-13	Estimated Year End 2012-13	% of Budget Received	Adopted Budget 2013-14
BEGINNING FUND BALANCE		1,338,794	1,140,478	969,011	969,011		594,511
4255	Interest	9,569	2,725	500	500		1,500
6670	Storm Drainage Facilities Fees	94,912	56,918	25,000	25,000		90,000
Total Revenue		104,481	59,643	25,500	25,500	-	91,500
Code	Expenditure Classification	Actual Expense 2010-11	Actual Expense 2011-12	Amended Budget 2012-13	Estimated Year End 2012-13	% of Budget Expended	Adopted Budget 2013-14
8940	Contract Services	-	1,226	-			-
9367	Dry Wells	302,797	229,884	400,000	400,000		100,000
Total Expenditures		302,797	231,110	400,000	400,000	-	100,000
ENDING FUND BALANCE		1,140,478	969,011	594,511	594,511		586,011

# SANITARY SEWER FACILITIES

TOTAL BUDGET - \$0

This fund accounts for revenues received from developers to mitigate the impact of new development on the Town's sanitary sewer facilities. These funds are used for future development or maintenance of such facilities.

Sanitary Sewer Facilities 4770-4210							
Code	Revenue Classification	Actual Revenue 2010-11	Actual Revenue 2011-12	Amended Budget 2012-13	Estimated Year End 2012-13	% of Budget Received	Adopted Budget 2013-14
	BEGINNING FUND BALANCE	870,168	899,852	937,505	937,505		940,805
4255	Interest	6,234	2,912	800	800		1,400
6600	Sanitary Sewer Facilities Fees	23,450	34,741	2,500	2,500		1,500
	Total Revenue	29,684	37,653	3,300	3,300	-	2,900
Code	Expenditure Classification	Actual Expense 2010-11	Actual Expense 2011-12	Amended Budget 2012-13	Estimated Year End 2012-13	% of Budget Expended	Adopted Budget 2013-14
9610	Transfer - 5010	-	-	-	-		-
	Total Expenditures	-	-	-	-	-	-
	ENDING FUND BALANCE	899,852	937,505	940,805	940,805		943,705

# MISCELLANEOUS GRANT FUND

TOTAL BUDGET - \$847,700

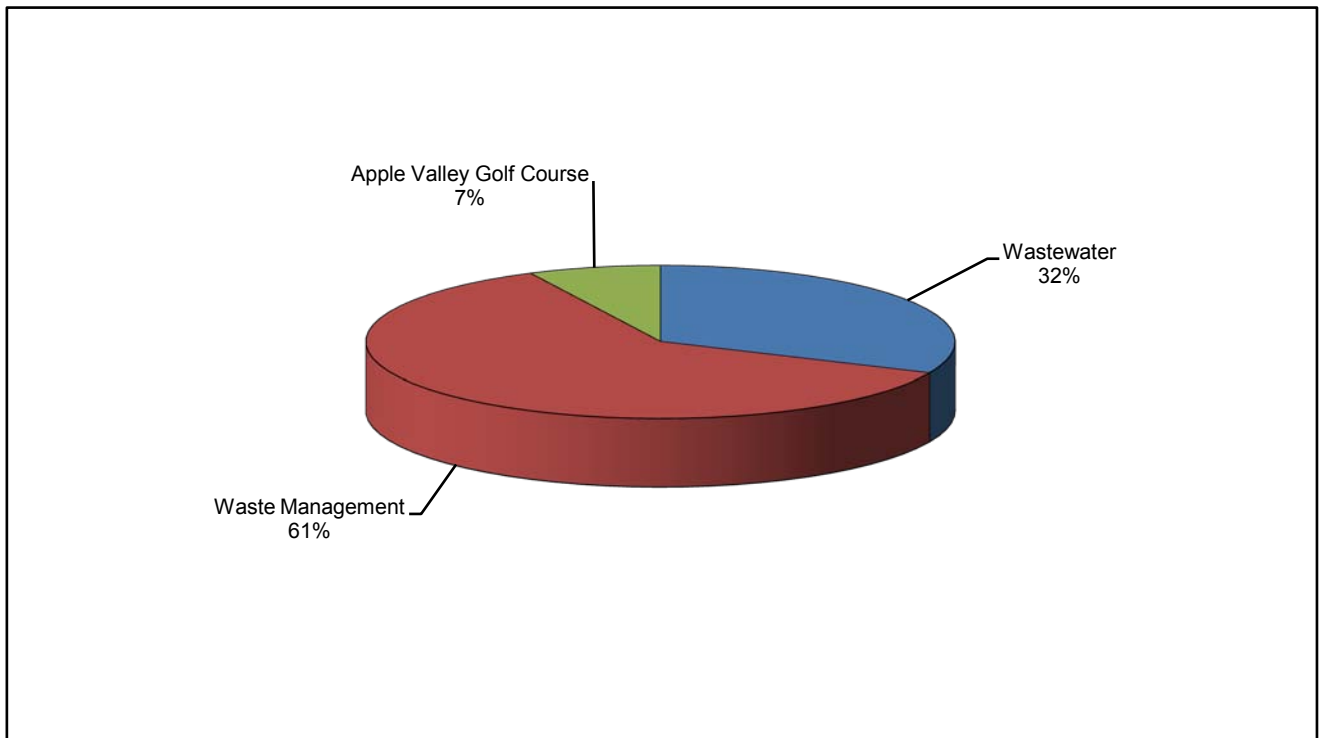
This fund accounts for various grant revenue received by the Town from the State, County and other organizations for capital projects as well as non-capital related activities.

Miscellaneous Grant Fund - Account Number 4910							
Code	Revenue Classification	Actual Revenue 2010-11	Actual Revenue 2011-12	Amended Budget 2012-13	Estimated Revenue 2012-13	% of Budget Received	Adopted Budget 2013-14
BEGINNING FUND BALANCE		(1,067,877)	(642,918)	(468,461)	(468,461)		-
<b>Non Departmental</b>							
0000-6816-0000	Grants - County (Mktg & Website)	-	-	40,000	40,000	100.0%	-
<b>Civic Center Park</b>							
4806-6908-0002	08/09 DOC Recycling	18,441	-	-	-		-
4806-6911-0000	Civic Center Park - Various Revenue	16,831	-	1,000	1,000	100.0%	-
4806-6913-0000	DOC-Non-competitive-Playgrnd CCP	16,762	-	-	-		-
4806-6917-0000	EDI - 06 Civic Center Park	579,615	228,776	181,609	181,609	100.0%	-
<b>Special Purpose Grants</b>							
2521-6816-0000	PetSmart Charities	-	-	-	25,480		-
4350-6930-5000	Renewable Solar Energy	-	641,200	-	-		-
4801-6906-0000	DOT - Safe routes to school	-	-	344,800	344,800	100.0%	-
4803-6908-0000	DOC Recycling	4,917	-	18,953	18,953	100.0%	-
4805-6909-0000	2004 WalMart Christmas	22	-	-	-		-
4810-6909-5000	California Beverage container Grant	8,700	17,220	-	7,800		-
4810-6934-2500	State Funded Safe Routes to School	-	-	440,000	440,000	100.0%	492,000
4810-6934-5000	State Transportation Program Grant	-	-	320,000	320,000	100.0%	-
4810-6999-2021	Transfer in from 2021	-	-	92,000	92,000	100.0%	-
4810-6999-4410	Transfer in from 4410	-	-	396,000	431,307	108.9%	-
4815-6916-0000	DOT Yucca Loma Grant	699,511	153,180	600,000	600,000	100.0%	-
4816-6907-0003	Waste Tire Amnesty	-	12,034	-	12,820		-
4817-6922-2500	Healthy Cities Sponsorship	18,966	10,034	-	-		-
4818-6936-0000	Wells Fargo Home Mortgage	4,500	-	-	-		-
4819-6835-0000	Bicycle Grant	-	-	386,365	30,688	7.9%	355,700
4819-6999-2021	Transfer in from 2021	-	1,762	-	41,168		-
4822-6816-0000	USFWS-CDFG	-	-	555,000	555,000	100.0%	-
4921-6816-0000	First Five	-	-	-	48,628		-
Total Revenues		1,368,265	1,064,204	3,375,727	3,191,253	94.5%	847,700
Code	Expenditure Classification	Actual Expense 2010-11		Amended Budget 2011-12	Estimated Expense 2011-12	% of Budget Expended	Adopted Budget 2013-14
4213-7259-0000	County Marketing Grant	-	-	-	-		-
4214-7259-0000	County Website Grant	-	-	-	-		-
4350-9300-0000	Energy Efficiency & Conserv BI Grt	9,368	-	-	-		-
4350-9610-xxxx	Transfers for EECBG	(47,646)	641,200	-	-		-
4801-9589-0000	Yucca Loma Elementary School	-	13,770	344,800	331,030	96.0%	-
<b>DOC Recycling</b>							
4803-8940-0000	Contract Services	4,814	-	18,953	18,953	100.0%	-
<b>Waste Tire Amnesty</b>							
4816-8940-0000	Contract Service	4,006	13,047	-	7,800		-

Code	Expenditure Classification	Actual Expense 2010-11		Amended Budget 2011-12	Estimated Expense 2011-12	% of Budget Expended	Adopted Budget 2013-14
	<b>Civic Center Park</b>						
4806-9300-0000	Capital Projects	246,018	2,506	182,609	180,101	98.6%	-
	<b>Special Purpose Grants</b>						
2521-8988-0000	PetSmart Charities	-	-	-	25,480		-
4805-7259-0000	WalMart Christmas	22	-	-	-		-
4810-7705-0000	California Beverage Container Grant	8,700	17,220	-	7,800		-
4810-9442-0000	Kiowa Rd(Bear Valley & Tussing)	-	-	716,000	320,000	44.7%	-
4810-9563-0000	SR25 Rancho Verde Elem.School	-	-	532,000	532,000	100.0%	492,000
4815-9588-0000	DOT Yucca Loma Bridge	694,556	174,351	600,000	600,000	100.0%	-
4817-7751-0000	Healthy Communities	18,969	10,034	-	-		-
4818-7561-0000	Wells Fargo Foundation	4,500	-	-	-		-
4819-9271-0000	Bear Valley Bike Path, Phase I	-	17,618	386,365	56,000	14.5%	355,700
4820-xxxx-xxxx	County Supervisor Grant	-	-	40,000	40,000	100.0%	-
4822-8940-0000	USFWS-CDFG Contract Services	-	-	555,000	555,000	100.0%	-
4921-xxxx-xxxx	First Five	-	-	-	48,628		-
	<b>Total Expenditures</b>	<b>943,307</b>	<b>889,747</b>	<b>3,375,727</b>	<b>2,722,792</b>	<b>80.7%</b>	<b>847,700</b>
	<b>ENDING FUND BALANCE</b>	<b>(642,918)</b>	<b>(468,461)</b>	<b>(468,461)</b>	<b>-</b>	<b>-</b>	<b>-</b>

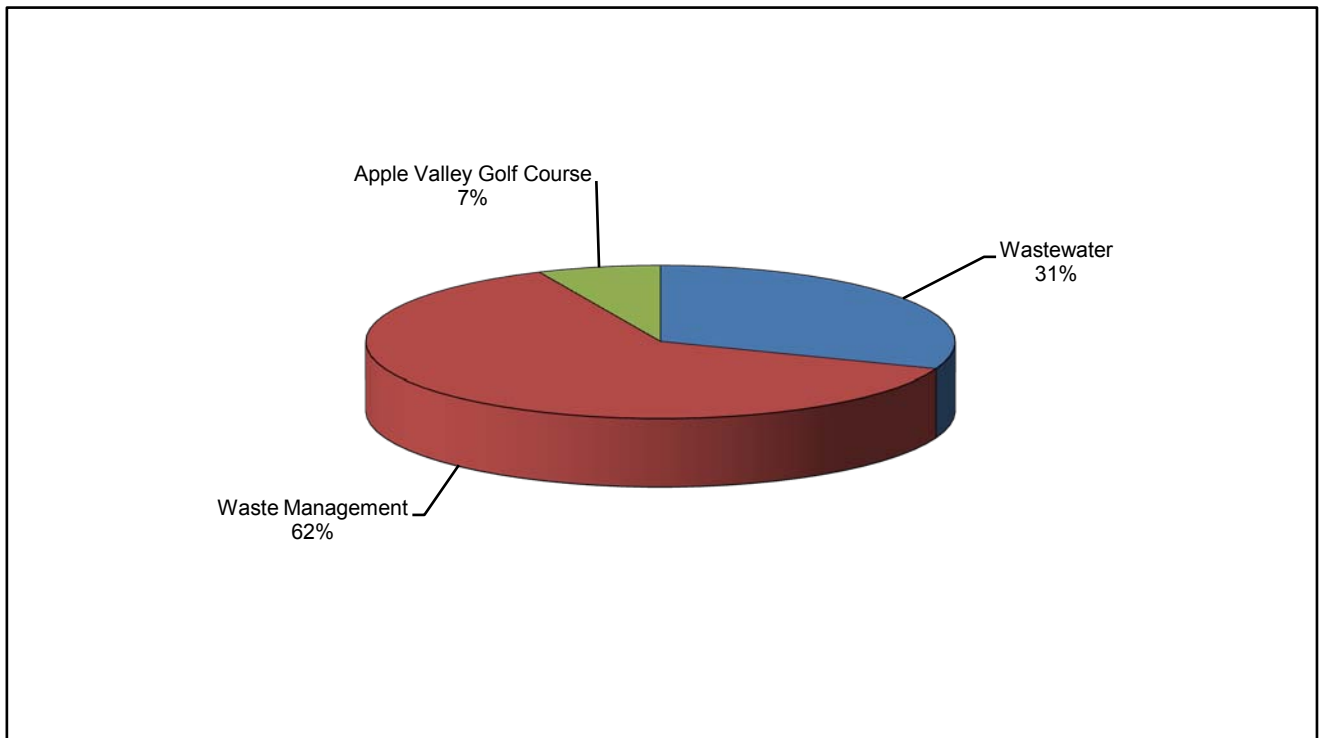
## 2013/14 Enterprise Funds Revenue

Wastewater	\$5,206,650
Waste Management	10,003,012
Apple Valley Golf Course	1,195,492
Total - Enterprise Funds	<u><u>\$16,405,154</u></u>



## 2013/14 Enterprise Funds Expenditures

Wastewater	\$5,452,785
Waste Management	11,041,509
Apple Valley Golf Course	1,195,492
Total - Enterprise Funds	<u><u>\$17,689,786</u></u>





## WASTEWATER ENTERPRISE FUND

TOTAL BUDGET – \$5,452,785

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. Revenues are mainly from user charges and fees. As in past years, the Sewer Replacement Fund has been budgeted to provide necessary improvements to the existing system. The budget also includes \$366,000 for capital improvement projects to the system.



WASTEWATER FUND 5010-4210							
Code	Revenue Classification	Actual Revenue 2010-11	Actual Revenue 2011-12	Amended Budget 2012-13	Estimated Revenue 2012-13	% of Budget Received	Adopted Budget 2013-14
BEGINNING FUND BALANCE		33,960,440	31,811,518	30,844,588	30,844,588		29,952,292
4181	Refunds, Reimb, Rebates	-	118	-	-		
4255	Interest	92,757	4,579	10,000	5,000	50%	5,000
6146	Assessment/Lot Splits	1,854	-	-	-		
6510	Administrative Fees	37,822	22,580	30,000	60,000	200%	50,000
6520	Buy In Fee	72,852	45,525	12,000	75,528	629%	50,000
6530	Inspection Fees	687	1,099	1,000	750	75%	750
6540	Local Sewer Connection Fees	123,595	67,040	40,000	98,018	245%	100,000
6630	Sewer Replacement Revenue	232,216	240,132	200,000	264,964	132%	280,900
6650	Sewer Use Fees	3,497,745	3,622,451	4,000,000	3,990,812	100%	4,360,000
6670	Storm Drainage Facilities	407	6,485	500	19,304	3861%	10,000
6690	Water Use Fees	-	-	-	354,294		350,000
3100	Contributed Capital	-	280,000	-	-		-
Total Revenues		4,059,935	4,290,009	4,293,500	4,868,670	113.4%	5,206,650
Code	Expenditure Classification	Actual Expense 2010-11	Actual Expense 2011-12	Amended Budget 2012-13	Estimated Expense 2012-13	% of Budget Expended	Adopted Budget 2013-14
Personnel Services							
7010	Salaries & Wages - Permanent	349,071	347,152	358,462	358,462	100%	341,856
7030	Salaries & Wages - Overtime	16,426	13,243	15,000	15,000	100%	15,000
7110	Cafeteria Benefits	77,117	68,796	76,635	76,635	100%	70,695
7120	Deferred Comp	1,215	1,304	1,400	1,400	100%	1,482
7150	Medicare	5,159	5,139	5,198	5,198	100%	5,102
7160	PERS	73,758	81,393	75,664	75,664	100%	76,226
Total Personnel		522,746	517,028	532,359	532,359	100%	510,361
Operations & Maintenance							
7180	Uniforms	3,219	2,482	3,000	2,450	82%	3,000
7207	Banking Fees - Check 21	-	578	-	905		1,100
7223	Disposal	1,879	1,605	-	1,060		1,200
7229	Education & Training	865	643	919	919	100%	270
7241	Meetings & Conferences	336	-	525	525	100%	500
7247	Memberships & Dues	1,971	1,862	1,470	1,470	100%	1,686
7253	Mileage	114	4	150	-	0%	100
7259	Miscellaneous	261	1,495	1,500	800	53%	800
7265	Office Supplies	160	530	1,000	500	50%	500
7277	Printing	181	168	500	100	20%	250
7289	Subscriptions	-	-	50	50	100%	50
7295	0109 Utilities phones/ cell phones	61,596	5,408	5,000	3,910	78%	5,500
7295	0847 Utilities Electricity usage	-	49,689	58,000	44,000	76%	45,000
7295	0848 Utilities Natural gas usage	-	808	1,500	750	50%	800
7295	0849 Utilities Water usage	-	3,476	2,500	3,000	120%	3,025
7310	Assessment District Costs	3,028	-	-	-		-
7360	Safety & Security	505	382	500	200	40%	500
7655	Building Maintenance	928	1,643	4,550	4,550	100%	2,500
7942	System Maintenance	68,175	58,174	175,000	155,000	89%	80,000
7949	Sewage Treatment	1,345,594	1,379,629	1,500,000	1,500,000	100%	1,600,000
7970	Small Tools	593	387	1,000	1,000	100%	800
8908	ACS	38,460	36,223	35,000	37,000	106%	35,000
8940	Contracted Services	48,750	49,228	234,000	234,000	100%	10,000
8964	Engineering Contractor	7,786	-	8,000	8,000	100%	8,000
8972	Legal - BB&K	227,970	147	-	-		-
9013	Communications Equip	478	377	500	500	100%	500
9026	Equipment Maintenance	528	161	700	735	105%	4,000
9052	Gasoline, Diesel & oil	31,315	35,219	30,000	32,500	108%	35,000
9065	Leased Equipment	593	342	600	300	50%	600
9078	Safety Equipment	1,557	1,837	1,500	800	53%	800
9091	Vehicle Maintenance	11,004	10,645	12,000	10,000	83%	12,000
9610	Transfer - 4910	15,882	(15,882)	-	-		-
9610	Transfer - 5710	467,281	-	-	-		-

Code	Expenditure Classification	Actual Expense 2010-11	Actual Expense 2011-12	Amended Budget 2012-13	Estimated Expense 2012-13	% of Budget Expended	Adopted Budget 2013-14
9999	Transfer out - General Fund	1,900,304	1,664,026	1,668,583	1,668,583	100%	1,563,943
	<b>Total Operations &amp; Maint</b>	<b>4,241,313</b>	<b>3,291,284</b>	<b>3,748,047</b>	<b>3,713,607</b>		<b>3,417,424</b>
	Capital Expenditures						
9750	Depreciation	1,415,131	1,412,127	1,400,000	1,400,000	100%	1,425,000
9820	Bond Issue Costs	3,446	3,445	-	-		
9120	Capital Outlay	-	4,904	55,000	55,000	100%	-
9300	Capital Projects	-	27,744	2,894,570	60,000	2%	100,000
9375	Gain/Loss on Disposal of FA	18,367	-	-	-		-
9530	Programable Logic Controls	4,228	-	-	-		-
9860	Interest Expense	3,626	407	-	-		-
	<b>Total Capital Expenditures</b>	<b>1,444,798</b>	<b>1,448,628</b>	<b>4,349,570</b>	<b>1,515,000</b>	<b>35%</b>	<b>1,525,000</b>
	<b>Total Expenditures</b>	<b>6,208,857</b>	<b>5,256,939</b>	<b>8,629,976</b>	<b>5,760,966</b>	<b>67%</b>	<b>5,452,785</b>
	<b>ENDING FUND BALANCE</b>	<b>31,811,518</b>	<b>30,844,588</b>	<b>26,508,112</b>	<b>29,952,292</b>		<b>29,706,157</b>
	<b>Less Capital Assets</b>	<b>27,803,492</b>	<b>29,711,265</b>	<b>31,260,835</b>	<b>28,426,265</b>		<b>27,101,265</b>
	<b>TOTAL FUND BALANCE LESS CAPITAL ASSETS</b>	<b>4,008,026</b>	<b>1,133,323</b>	<b>(4,752,723)</b>	<b>1,526,027</b>	<b>-</b>	<b>2,604,892</b>

<b>Personnel Schedule</b>	<b>Actual 2010-11</b>	<b>Actual 2011-12</b>	<b>Actual 2012-13</b>	<b>Adopted 2013-14</b>
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	1.00	1.00	1.00
Maintenance Worker II	2.00	1.00	1.00	1.50
Maintenance Worker I	2.00	3.00	3.00	2.00
<b>Total FTE's:</b>	<b>6.00</b>	<b>7.00</b>	<b>7.00</b>	<b>6.50</b>



# WASTE MANAGEMENT FUND

TOTAL BUDGET – \$11,041,509

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. 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 2010-11	Actual Revenue 2011-12	Amended Budget 2012-13	Estimated Revenue 2012-13	% of Budget Received	Adopted Budget 2013-14
BEGINNING FUND BALANCE		3,760,770	3,843,633	4,108,223	4,108,223		3,467,612
4165	Misc Penalties, Fines	35,128	32,189	25,000	25,000	100.0%	25,000
4179	Recycling Revenue	29,773	27,149	30,000	25,000	83.3%	25,000
4181	Refunds, Reimb, Rebates	2,389	0	1,500	1,500	100.0%	1,500
4255	Interest Earnings	37,152	22,925	35,000	16,500	47.1%	15,000
6510	Administration Fees	1,284,096	1,249,775	1,400,000	1,393,700	99.6%	1,276,400
6710	Landfill Fees	2,938,907	2,902,283	3,400,000	2,888,200	84.9%	2,808,900
6720	MRF Operations	445,799	354,041	100,000	250,000	250.0%	250,000
6730	Waste Disposal Agmt Article 19	61,625	50,326	60,000	30,000	50.0%	57,800
6750	State Recycling Fees	1,196,718	1,208,791	1,350,000	1,281,200	94.9%	1,292,200
6770	Trash Collection Fees	3,877,402	3,931,064	4,500,000	4,133,184	91.8%	4,231,212
6780	Trash Liens	22,190	(22,190)	-	-		-
6924	Oil Payment Program - State	25,066	20,410	20,000	20,000	100.0%	20,000
Total Revenues		9,956,245	9,776,763	10,921,500	10,064,284	92.2%	10,003,012
Code	Expenditure Classification	Actual Expense 2010-11	Actual Expense 2011-12	Amended Budget 2012-13	Estimated Expense 2012-13	% of Budget Expended	Adopted Budget 2013-14

Personnel Services 5510-7510

7010	Salaries	37,188	38,990	39,302	39,302	100.0%	87,721
7020	Salaries - Part Time	8,137	-	-	-		-
7030	Overtime	2,737	236	-	-		-
7110	Cafeteria Benefits	8,500	8,895	8,980	8,980	100.0%	14,128
7120	Deferred Comp	-	-	-	-		921
7130	FICA	504	-	-	-		-
7150	Medicare	737	618	570	570	100.0%	1,272
7160	PERS	8,121	9,481	8,296	8,296	100.0%	19,004
Total Personnel		65,924	58,220	57,148	57,148		123,046

Operations & Maintenance

7205	Advertising	-	270	750	750	100.0%	1,000
7207	Banking Fees - Check 21	-	1,438	-	2,600		2,800
7223	Disposal Service	-	-	-	-		-
7229	Education & Training	2,330	394	1,050	1,050	100.0%	400
7241	Meetings & Conferences	707	2,228	1,050	1,050	100.0%	1,900
7247	Membership & Dues	-	175	210	210	100.0%	210
7253	Mileage	627	731	1,000	1,000	100.0%	1,000
7259	Miscellaneous	-	50	500	500	100.0%	250
7265	Office Supplies	25	-	-	-		-
7277	Printing	-	8	500	500	100.0%	500
7350	Public Information	-	263	500	500	100.0%	300
8908	ACS Computer Services	98,208	111,561	125,000	125,000	100.0%	125,000
8924	AVCO Disposal	5,245,893	5,245,339	5,900,000	5,900,000	100.0%	5,900,000
8940	Contract Services	11,562	11,753	10,000	10,000	100.0%	10,000
8952	County Solid Waste	1,611,264	1,494,878	1,500,000	1,500,000	100.0%	1,500,000
8970	Household Hazardous Waste	79,337	79,052	150,000	150,000	100.0%	150,000
8980	Organic Recycling	15,064	11,762	13,000	13,000	100.0%	13,000
8984	Solid Waste JPA	36,353	35,697	50,000	50,000	100.0%	50,000
Total Operations & Maint		7,101,370	6,995,600	7,753,560	7,756,160	100.0%	7,756,360

Code	Expenditure Classification	Actual Expense 2010-11	Actual Expense 2011-12	Amended Budget 2012-13	Estimated Expense 2012-13	% of Budget Expended	Adopted Budget 2013-14
<b>Household Hazardous Waste - Used Oil/ 5510-4460</b>							
7010	Salaries Regular	-	1,603.25	-	-		1,000
7020	Salaries Part-Time	-	9,832.59	12,253	12,253	100.0%	13,076
7030	Overtime	-	3,170.43	1,500	1,500	100.0%	1,500
7130	FICA	-	568.59	-	-		-
7150	Medicare	-	198.78	178	178	100.0%	190
7160	PERS	-	533.25	299	299	100.0%	-
7223	Disposal Services	-	683.12	-	-		-
7241	Meetings and Conferences	-	36.54	1,200	1,200	100.0%	1,200
7253	Mileage Exp/Allowance	-	176.53	1,000	1,000	100.0%	1,000
8970	Household Hazardous Waste	-	3,543.04	3,000	3,000	100.0%	2,400
<b>Total HHW - Used Oil</b>		<b>-</b>	<b>20,346</b>	<b>19,430</b>	<b>19,430</b>	<b>100.0%</b>	<b>20,366</b>
<b>Debt Service</b>							
9309	Change in Investment in Joint Venture	67,561	67,561	-	67,561		67,561
9820	Bond Issuance Costs	10,180	10,180	-	10,180		10,180
9840	Debt Service - MRF	197,395	172,464	310,000	310,000	100.0%	377,000
9860	Interest Expense	137,535	119,028	120,000	120,000	100.0%	109,000
<b>Total Debt Service</b>		<b>412,671</b>	<b>369,233</b>	<b>430,000</b>	<b>507,741</b>	<b>118.1%</b>	<b>563,741</b>
<b>Transfers</b>							
9610	Transfer - 1001	470,510	483,655	780,000	780,000	100.0%	780,000
9610	Transfer - 4910	15,882	(15,882)	-	-		-
9999	Transfer out - General Fund	1,807,025	1,601,001	1,584,416	1,584,416	100.0%	1,797,996
<b>Total Transfers</b>		<b>2,293,417</b>	<b>2,068,774</b>	<b>2,364,416</b>	<b>2,364,416</b>	<b>100.0%</b>	<b>2,577,996</b>
<b>Total Expenditures</b>		<b>9,873,382</b>	<b>9,512,173</b>	<b>10,624,554</b>	<b>10,704,895</b>	<b>100.8%</b>	<b>11,041,509</b>
<b>ENDING FUND BALANCE</b>		<b>3,843,633</b>	<b>4,108,223</b>	<b>4,405,169</b>	<b>3,467,612</b>		<b>2,429,115</b>

<b>Personnel Schedule</b>	<b>Actual 2010-11</b>	<b>Actual 2011-12</b>	<b>Actual 2012-13</b>	<b>Adopted 2013-14</b>
<b>Full Time:</b>				
Special Projects Manager	0.00	0.00	0.00	0.50
Customer Service Representative	1.00	1.00	1.00	1.00
<b>Part Time:</b>				
HHW Operator (P/T)	1.50	1.50	0.84	0.56
<b>Total FTE's:</b>	<b>2.50</b>	<b>2.50</b>	<b>1.84</b>	<b>2.06</b>

# GOLF COURSE ENTERPRISE FUND

TOTAL BUDGET - \$ 1,195,492

This fund accounts for the costs of providing golf to the general public and the user charges by which these costs are recovered.

GOLF COURSE ENTERPRISE FUND 5710							
Code	Revenue Classification	Actual Revenue 2010-11	Actual Revenue 2011-12	Amended Budget 2012-13	Estimated Revenue 2012-13	% of Budget Received	Adopted Budget 2013-14
	<b>BEGINNING FUND BALANCE</b>	<b>(2,645,422)</b>	<b>(3,292,387)</b>	<b>(1,072,595)</b>	<b>(1,072,595)</b>		<b>(1,406,381)</b>
4181	Refunds, Reimb & Rebates	13,704	83,239	-	-		-
4183-5000	Gain on Purchase of Fixed Asset	-	2,900,000	-	-		-
4184	Cash over/short	283	133	-	-		-
6420	Green Fees	603,142	624,074	821,100	821,100	100.0%	821,100
6450	Pro Shop Merchandise Sales	12,913	-	-	-		-
6470	Food & Beverage Sales	171,033	3,238	6,500	6,500	100.0%	6,500
6480	Golf Course Events	-	6,507	10,000	10,000	100.0%	10,000
6490	Other Golf Course Revenue	62,985	50,640	24,000	24,000	100.0%	24,000
6999	Transfer - 1001	-	-	-	-		333,892
	<b>Total Revenues</b>	<b>864,060</b>	<b>3,667,832</b>	<b>861,600</b>	<b>861,600</b>	<b>100.0%</b>	<b>1,195,492</b>
0000	Non-departmental						
7180	Uniform Expense	845	-	2,700	2,700	100.0%	2,700
7205	Advertising-Marketing	-	-	54,000	54,000	100.0%	54,000
7217	Credit Card Costs	9,497	8,355	56,200	56,200	100.0%	56,200
7235	Insurance	30,469	11,702	2,300	2,300	100.0%	2,300
7253	Mileage Exp/Allowance	-	405	1,300	1,300	100.0%	1,300
7259	Miscellaneous Costs	3,248	268	11,050	11,050	100.0%	11,050
7277	Printing	-	-	500	500	100.0%	500
7295-0849	Utilities:Water Usage	-	520	100	100	100.0%	100
7311	AVGC Charges	2,281	6,656	28,150	28,150	100.0%	28,150
7332	Management Fee	-	-	72,000	72,000	100.0%	72,000
7377	Taxes-Property	23,822	11,282	-	-		-
8940	Contract Services	44,949	41,186	5,200	5,200	100.0%	5,200
8972-0402	Legal-BB&K	44,889	7,145	-	-		-
9065	Leased Equipment	-	642	-	-		-
9610-5010	Transfer - 5010	(467,281)	-	-	-		-
9750	Depreciation	-	14,815	-	14,815		14,815
9840	Principle	37,265	-	-	-		-
9860	Interest Expense	156,070	7,950	-	-		-
	<b>Sub-Total Non-departmental</b>	<b>(113,945)</b>	<b>110,926</b>	<b>233,500</b>	<b>248,315</b>	<b>106.3%</b>	<b>248,315</b>
7700	Golf Club - Administrative						
7205	Advertising-Marketing	839	220	3,300	3,300	100.0%	3,300
7247	Membership & Dues	-	556	1,750	1,750	100.0%	1,750
7253	Mileage Exp/Allowance	3,657	5,665	29,350	29,350	100.0%	29,350
7259	Miscellaneous Costs	2,476	1,769	13,350	13,350	100.0%	13,350
7265	Office Supplies/Expense	-	143	450	450	100.0%	450
7271	Postage	606	425	3,250	3,250	100.0%	3,250

GOLF COURSE ENTERPRISE FUND 5710							
Code	Revenue Classification	Actual Revenue 2010-11	Actual Revenue 2011-12	Amended Budget 2012-13	Estimated Revenue 2012-13	% of Budget Received	Adopted Budget 2013-14
7277	Printing	49	283	550	550	100.0%	550
7295-0109	Utilities:Phone,Internet,Cell Phones	7,875	7,984	2,400	2,400	100.0%	2,400
7331	License & Fees	2,687	1,564	13,400	13,400	100.0%	13,400
7655	Building Maintenance	1,265	992	7,100	7,100	100.0%	7,100
8940	Contract Services	116,313	121,716	14,300	14,300	100.0%	14,300
9065	Leased Equipment	4,011	2,873	2,650	2,650	100.0%	2,650
	<b>Sub-Total Golf Club - Administrative</b>	<b>139,780</b>	<b>144,189</b>	<b>91,850.00</b>	<b>91,850.00</b>	<b>100.0%</b>	<b>91,850.00</b>
7710	Golf Club - Food & Beverage						
7180	Uniform Expense	2,612	-	-	-		-
7205	Advertising-Marketing	5,370	-	-	-		-
7223	Disposal Services	2,026	-	-	-		-
7253	Mileage Exp/Allowance	63	-	-	-		-
7259	Miscellaneous Costs	3,868	1,010	-	-		-
7295-0109	Utilities:Phone,Internet,Cell Phones	421	514	150	150	100.0%	150
7323	Food and Beverage - Resale	56,375	-	-	-		-
7331	License & Fees	1,140	-	-	-		-
7655	Building Maintenance	17,254	2,874	-	-		-
8940	Contract Services	117,758	-	7,100	7,100	100.0%	7,100
	<b>Sub-Total Golf Club -Food &amp; Bever</b>	<b>206,886</b>	<b>4,398</b>	<b>7,250</b>	<b>7,250</b>	<b>100.0%</b>	<b>7,250</b>
7712	Golf Club - Cart Barn						
7655	Building Maintenance	854	2,020	3,200	3,200	100.0%	3,200
9026	Equipment Maintenance	-	16,988	18,750	18,750	100.0%	18,750
9065	Leased Equipment	61,884	54,350	44,950	44,950	100.0%	44,950
9140	Vehicle & Equipment Replacement	3,399	-	3,750	3,750	100.0%	3,750
	<b>Sub-Total Golf Club - Cart Barn</b>	<b>66,137</b>	<b>73,358</b>	<b>70,650</b>	<b>70,650</b>	<b>100.0%</b>	<b>70,650</b>
7714	Golf Club - Golf Course Grounds						
7180	Uniform Expense	4,930	7,658	13,900	13,900	100.0%	13,900
7223	Disposal Services	1,811	2,527	4,800	4,800	100.0%	4,800
7241	Meetings & Conferences	320	700	1,100	1,100	100.0%	1,100
7253	Mileage Exp/Allowance	-	44	50	50	100.0%	50
7259	Miscellaneous Costs	268	594	950	950	100.0%	950
7271	Postage	12	11	50	50	100.0%	50
7295-0109	Utilities:Phone,Internet,Cell Phones	2,661	2,845	850	850	100.0%	850
7295-0847	Utilities:Electricity Usage	41,569	54,185	14,500	14,500	100.0%	14,500
7295-0849	Utilities:Water Usage	391,387	177,261	86,300	86,300	100.0%	86,300
7331	License & Fees	4,173	1,773	6,550	6,550	100.0%	6,550
7353	Range Supplies	91,185	66,716	174,450	174,450	100.0%	174,450
7360	Safety & Security	516	387	1,000	1,000	100.0%	1,000
7655	Building Maintenance	974	652	1,800	1,800	100.0%	1,800
7755	Grounds Maintenance	59,306	87,589	162,450	162,450	100.0%	162,450
7970	Small Tools	-	2,072	2,300	2,300	100.0%	2,300
8940	Contract Services	251,917	305,659	33,500	33,500	100.0%	33,500
9026	Equipment Maintenance	85	16,061	17,850	17,850	100.0%	17,850
9052	Gasoline, Diesel, Oil	-	5,096	5,650	5,650	100.0%	5,650
9065	Leased Equipment	31,377	31,745	24,400	24,400	100.0%	24,400
9091	Vehicle Maintenance	-	211	200	200	100.0%	200
	<b>Sub-Total Golf Course Grounds</b>	<b>882,492</b>	<b>763,786</b>	<b>552,650</b>	<b>552,650</b>	<b>100.0%</b>	<b>552,650</b>
7716	Golf Club - Golf Course Facilities						
7010	Salaries Regular	-	4,231	-	1,550		1,620
7030	Overtime	-	35	-	-		-
7110	Cafeteria and other Benefits	-	630	-	271		282
7120	Deferred Comp	-	62	-	-		-



GOLF COURSE ENTERPRISE FUND 5710							
Code	Revenue Classification	Actual Revenue 2010-11	Actual Revenue 2011-12	Amended Budget 2012-13	Estimated Revenue 2012-13	% of Budget Received	Adopted Budget 2013-14
7150	Medicare	-	63	-	23		24
7160	PERS	-	989	-	327		351
7180	Uniform Expense	610	442	600	600	100.0%	600
7223	Disposal Services	3,531	4,116	4,550	4,550	100.0%	4,550
7295-0847	Utilities:Electricity Usage	43,097	43,461	13,100	13,100	100.0%	13,100
7295-0848	Utilities:Natural Gas Usage	8,600	8,012	2,400	2,400	100.0%	2,400
7295-0849	Utilities:Water Usage	5,716	7,466	2,100	2,100	100.0%	2,100
7360	Safety & Security	648	1,634	1,350	1,350	100.0%	1,350
7655	Building Maintenance	97,194	79,257	104,600	104,600	100.0%	104,600
8940	Contract Services	58,923	96,139	9,300	9,300	100.0%	9,300
	<b>Sub-Total Golf Course Facilities</b>	<b>218,318</b>	<b>246,535</b>	<b>138,000</b>	<b>140,171</b>	<b>101.6%</b>	<b>140,277</b>
7722	Golf Club - Pro Shop						
7180	Uniform Expense	1,013	294	2,000	2,000	100.0%	2,000
7205	Advertising-Marketing	18,155	11,294	44,500	44,500	100.0%	44,500
7241	Meetings & Conferences	34	-	-	-		-
7271	Postage	378	-	600	600	100.0%	600
7277	Printing	1,294	2,021	5,000	5,000	100.0%	5,000
7295-0109	Utilities:Phone,Internet,Cell Phones	1,141	1,152	400	400	100.0%	400
7331	License & Fees	100	110	300	300	100.0%	300
7334	Merchandise-Resale	11,316	-	-	-		-
7360	Safety & Security	408	204	900	900	100.0%	900
7655	Building Maintenance	6,920	7,432	21,700	21,700	100.0%	21,700
8940	Contract Services	69,575	79,956	9,000	9,000	100.0%	9,000
	<b>Sub-Total Golf Club - Pro Shop</b>	<b>110,332</b>	<b>102,464</b>	<b>84,400</b>	<b>84,400</b>	<b>100.0%</b>	<b>84,400</b>
7726	Golf Club - Tennis Court						
7259	Miscellaneous Costs	-	100	-	-		-
7295-0109	Utilities:Phone,Internet,Cell Phones	421	422	100	100	100.0%	100
7331	License & Fees	604	812	-	-		-
7770	Sports Fields Light Maintenance	-	158	-	-		-
9026	Equipment Maintenance	-	892	-	-		-
	<b>Sub-Total Golf Club - Tennis Court</b>	<b>1,025</b>	<b>2,383</b>	<b>100</b>	<b>100</b>	<b>100.0%</b>	<b>100</b>
	<b>Total Expenditures</b>	<b>1,511,025</b>	<b>1,448,040</b>	<b>1,178,400</b>	<b>1,195,386</b>	<b>101.4%</b>	<b>1,195,492</b>
	<b>ENDING FUND BALANCE</b>	<b>(3,292,387)</b>	<b>(1,072,595)</b>	<b>(1,389,395)</b>	<b>(1,406,381)</b>	<b>101.2%</b>	<b>(1,406,381)</b>
	<b>Less Capital Assets</b>	<b>-</b>	<b>1,505,995</b>	<b>1,505,995</b>	<b>1,505,995</b>		<b>1,505,995</b>
	<b>TOTAL FUND BALANCE LESS CAPITAL ASSETS</b>	<b>(3,292,387)</b>	<b>(2,578,590)</b>	<b>(2,895,390)</b>	<b>(2,912,376)</b>	<b>100.6%</b>	<b>(2,912,376)</b>

<u>Personnel Schedule</u>	<u>Actual 2010-11</u>	<u>Actual 2011-12</u>	<u>Actual 2012-13</u>	<u>Adopted 2013-14</u>
Parks & Recreation Manager	0.02	0.02	0.00	0.00
Sr. Maintenance Worker	0.20	0.02	0.02	0.02
Maintenance Worker II	0.01	0.01	0.00	0.00
Maintenance Worker I	0.01	0.01	0.01	0.01
<b>Total FTE's:</b>	<b>0.24</b>	<b>0.06</b>	<b>0.03</b>	<b>0.03</b>

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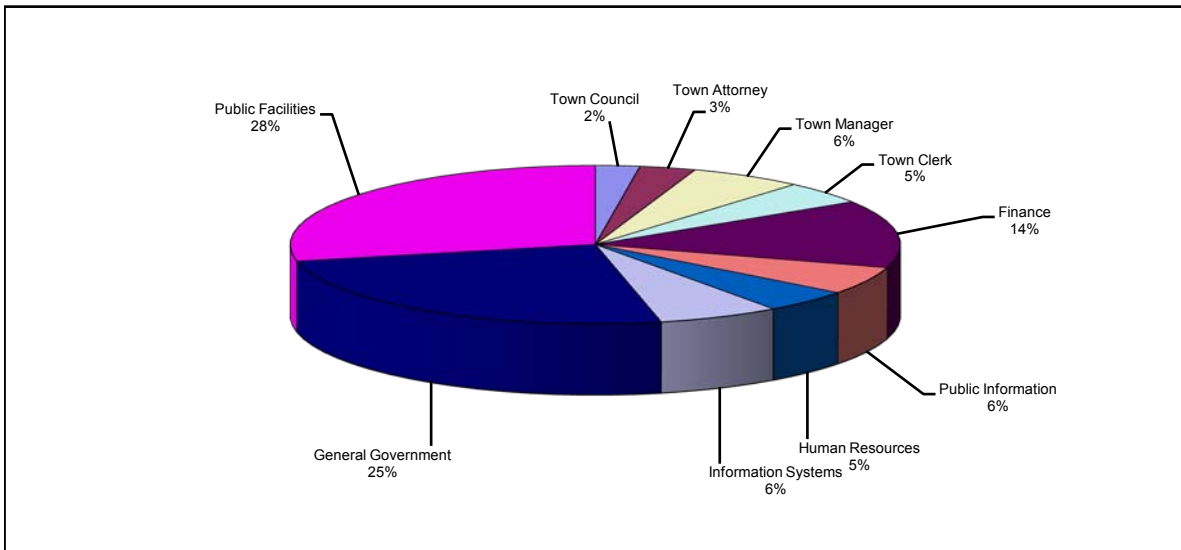


Town of Apple Valley

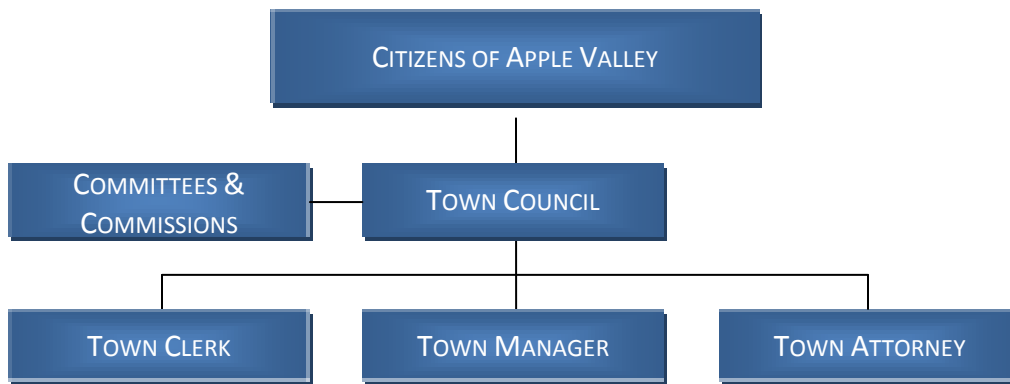
## 2013/14 General Government Appropriations

Town Council	\$197,798
Town Attorney	250,000
Town Manager	504,906
Town Clerk	390,312
Finance	1,163,998
Public Information	477,558
Human Resources	394,743
Information Systems	542,378
General Government	2,111,127
Public Facilities	2,392,934

Total-General Government	<u><u>\$8,425,754</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.

### 2012-13 HIGHLIGHTS

- Completed review, revision and final adoption of the Town’s updated Vision 2020 document
- Appointed Local Preference Ad-Hoc Committee to improve the Town’s Local Preference Policy resulting in increased incentives for local companies competing for business in Apple Valley
- Obtained Yucca Loma Bridge environmental approvals; construction anticipated to commence late 2013
- Presided over the “winding down” of the Town’s former Redevelopment Agency
- Presented Mayor’s State of the Town address

- Presented over 30 proclamations and certificates of recognition to Apple Valley businesses, organizations and individuals
- Participated in the League of California Cities’ Annual Conference and quarterly Policy Committee meetings
- 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.

## 2013-14 GOALS AND OBJECTIVES

The Town Council's Goals are reflected in the updated Vision 2020 strategic planning document adopted in 2012:

- |                                                                                                                                                                                                         |                                                                                                                                                                                                                                                                                                   |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ol style="list-style-type: none"> <li>1. A safe community</li> <li>2. Adequate and well-maintained infrastructure</li> <li>3. A thriving economy</li> <li>4. A strong transportation system</li> </ol> | <ol style="list-style-type: none"> <li>5. Ample parkland and diverse recreational opportunities</li> <li>6. Highest quality staff</li> <li>7. Develop meaningful public/private partnerships</li> <li>8. Exploration of options for departments to provide revenue-generating services</li> </ol> |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

The Town Council continues to work towards creating opportunities for collaboration with other public agencies in the promotion of local economic development and also for the purpose of strengthening our legislative advocacy efforts in matters of local/regional significance.

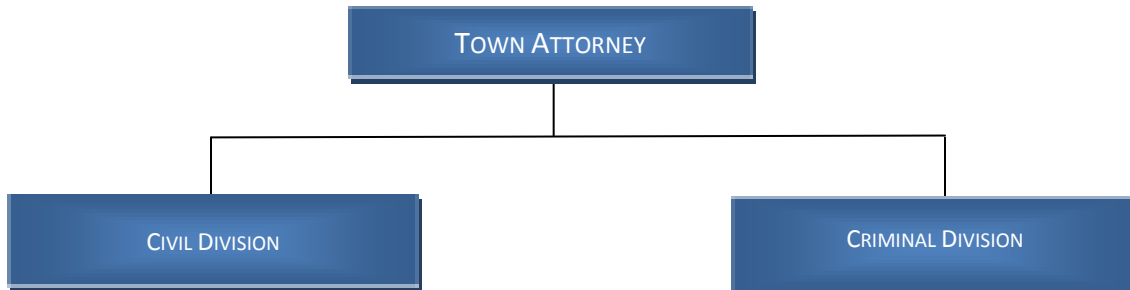
Department Performance Measures – Town Council		
	Est. FY 11-12	Goal FY 13-14
% of residents rating Town services as good or excellent	81%	≥81%



<b>COUNCIL 1001-1010</b>							
<b>Code</b>	<b>Expenditure Classification</b>	<b>Actual Expense 2010-11</b>	<b>Actual Expense 2011-12</b>	<b>Amended Budget 2012-13</b>	<b>Estimated Expense 2012-13</b>	<b>% of Budget Expended</b>	<b>Adopted Budget 2013-14</b>
<b>Personnel Services</b>							
7020	Salaries & Wages, Part-time	49,409	48,660	48,660	48,660	100.0%	48,660
7110	Cafeteria Benefits	37,037	23,565	45,857	45,857	100.0%	50,491
7150	Medicare	721	781	836	836	100.0%	836
7160	PERS	12,671	11,740	10,271	10,271	100.0%	7,271
<b>Total Personnel</b>		<b>99,838</b>	<b>84,746</b>	<b>105,625</b>	<b>105,625</b>	<b>100.0%</b>	<b>107,258</b>
<b>Operations &amp; Maintenance</b>							
7241	Meetings & Conferences	32,811	23,437	24,125	24,175	100.2%	24,125
7247	Membership & dues	160	475	315	315	100.0%	315
7253	Mileage Exp/Allowance	2,421	7,767	9,000	9,000	100.0%	9,000
7265	Office Supplies	514	223	350	350	100.0%	800
7277	Printing	3,472	4,983	3,000	3,000	100.0%	3,000
7289	Subscriptions	316	-	300	300	100.0%	300
7295	Utilities: Phones	2,532	3,770	3,000	3,000	100.0%	3,000
7330	Hardware/Software Supplies/Exp	4,502	-	-	-		-
8940	Contracted Services	108,550	75,782	50,000	50,000	100.0%	50,000
<b>Total Operations &amp; Maint.</b>		<b>155,278</b>	<b>116,437</b>	<b>90,090</b>	<b>90,140</b>	<b>100.1%</b>	<b>90,540</b>
Sub-Total		255,116	201,183	195,715	195,765	100.0%	197,798
9610	Transfer to Other Funds	(114,801)	-	-	-		
<b>Department Total</b>		<b>140,315</b>	<b>201,183</b>	<b>195,715</b>	<b>195,765</b>	<b>100.0%</b>	<b>197,798</b>

<b>Personnel Schedule</b>	<b>Actual 2010-11</b>	<b>Actual 2011-12</b>	<b>Actual 2012-13</b>	<b>Adopted 2013-14</b>
Mayor & Town Council	2.50	2.50	2.50	2.50
<b>Total FTE's:</b>	<b>2.50</b>	<b>2.50</b>	<b>2.50</b>	<b>2.50</b>

# 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.

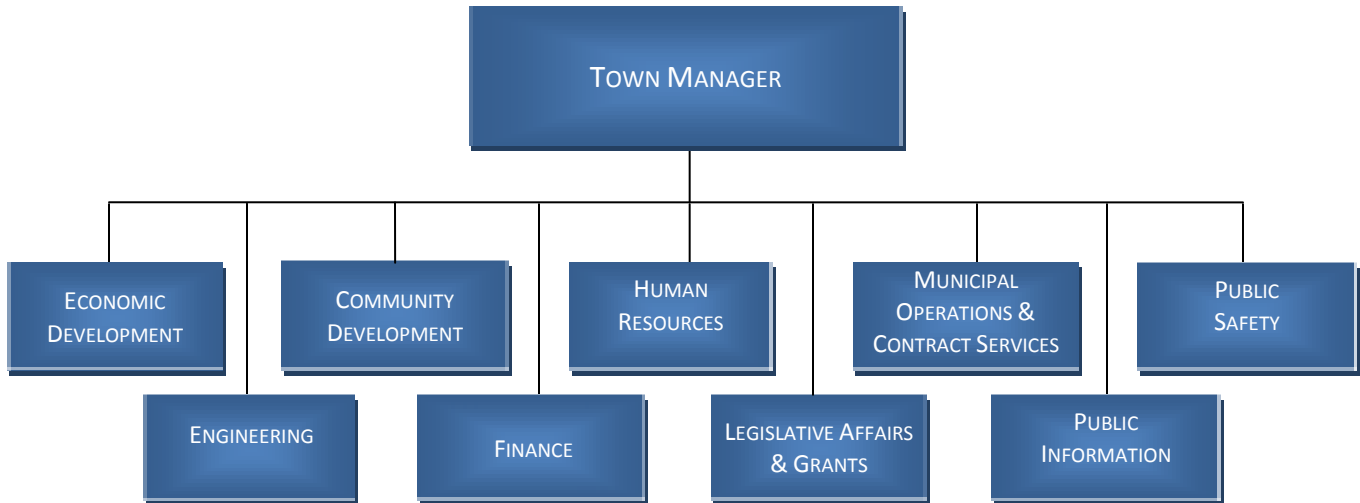


**TOWN ATTORNEY 1001-1020**

<b>Code</b>	<b>Expenditure Classification</b>	<b>Actual Expense 2010-11</b>	<b>Actual Expense 2011-12</b>	<b>Amended Budget 2012-13</b>	<b>Estimated Expense 2012-13</b>	<b>% of Budget Expended</b>	<b>Adopted Budget 2013-14</b>
8972	Legal Services - General	-	-	-	-		
8972-0402	Best, Best & Krieger	686,762	586,580	221,800	221,800	100.0%	250,000
	<b>Total Operations &amp; Maintenance</b>	<b>686,762</b>	<b>586,580</b>	<b>221,800</b>	<b>221,800</b>	<b>100.0%</b>	<b>250,000</b>
9610	Transfer to Other Funds	(206,028)	-	-	-		
	<b>Department Total</b>	<b>480,734</b>	<b>586,580</b>	<b>221,800</b>	<b>221,800</b>	<b>100.0%</b>	<b>250,000</b>



# 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, economic development, public information, legislative advocacy, emergency preparedness, grants coordination and response to citizen concerns.

## 2012-13 HIGHLIGHTS

- Secured \$75,000 County of San Bernardino Economic Development grant to fund the High Desert region's first collaborative participation at the 2013 International Council of Shopping Centers retail convention
- Facilitated necessary spending reductions and resource reorganization resulting in substantial overall cost savings to the agency for the FY 12-13 budget cycle
- Successfully negotiated a 10-year animal sheltering agreement with the County of San Bernardino

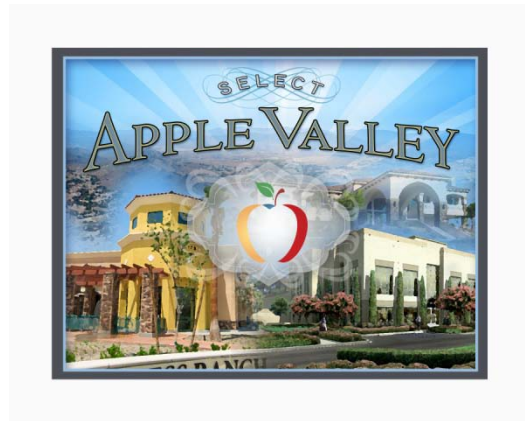
- Secured lease of Town Hall office space for the 8<sup>th</sup> Congressional District offices
- Successfully facilitated "winding down" of the Town's former Redevelopment agency while working in conjunction with the California Department of Finance
- Implemented new internal communication measures resulting in increased levels of overall employee workplace satisfaction
- Increased outreach and strengthened partnerships with member cities and towns within the League of California Cities Desert Mountain Division

**2013-14 GOALS AND OBJECTIVES**

- Continue to develop new public agency partnerships and strengthen existing relationships to bolster legislative advocacy efforts and promote regional economic development
- Continue increasing community event donations and sponsorships to decrease General Fund subsidies.
- Continue to support and promote agency transparency measures
- Promote and implement cost-saving measures to further reduce operating expenses while exploring options to provide new revenue-generating services

- 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
- Host a unique business attraction event and tour to promote Apple Valley as a premier location for commercial and industrial development
- Continue to take an active role in the League of California Cities partnership for the promotion and preservation of local control

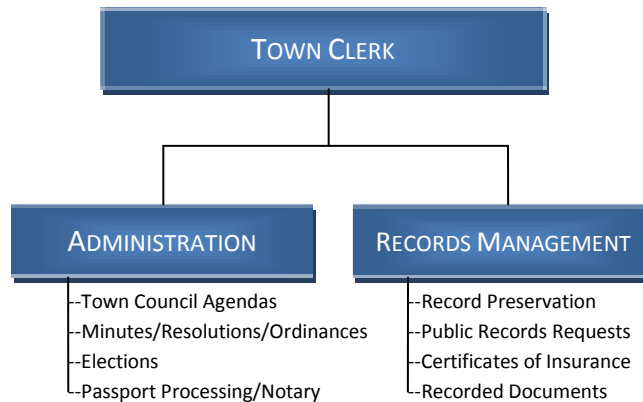
<b>Department Performance Measures – Town Manager</b>		
	<b>Est. FY 12-13</b>	<b>Goal FY 13-14</b>
Town of Apple Valley organizational excellence ranking in comparison with 90 other cities and agencies in Southern California	Top 6%	≥Top 10%



<b>TOWN MANAGER 1001-1030</b>							
<b>Code</b>	<b>Expenditure Classification</b>	<b>Actual Expense 2010-11</b>	<b>Actual Expense 2011-12</b>	<b>Amended Budget 2012-13</b>	<b>Estimated Expense 2012-13</b>	<b>% of Budget Expended</b>	<b>Adopted Budget 2013-14</b>
<b>Personnel Services</b>							
7010	Salaries & Wages	375,553	445,660	314,787	314,787	100%	337,348
7020	Salaries & Wages Part-Time	-	17,326	-	-	0%	
7110	Cafeteria Benefits	33,791	30,048	27,284	27,284	100%	28,162
7120	Deferred Comp	15,390	14,480	12,947	12,947	100%	13,718
7150	Medicare	5,533	6,847	4,678	4,678	100%	5,040
7160	PERS	81,924	87,383	63,382	63,382	100%	73,083
<b>Total Personnel</b>		<b>512,191</b>	<b>601,744</b>	<b>423,078</b>	<b>423,078</b>	<b>100%</b>	<b>457,351</b>
<b>Operations &amp; Maintenance</b>							
7229	Education & Training	199	3,803	263	263	100%	3,500
7241	Meetings & Conferences	17,720	10,211	14,250	14,250	100%	14,250
7247	Memberships & Dues	2,635	2,880	1,155	1,155	100%	1,155
7253	Mileage	8,373	8,234	8,500	8,500	100%	10,200
7265	Office Supplies	763	86	250	250	100%	250
7277	Printing	-	-	100	100	100%	100
7289	Subscriptions	50	-	100	100	100%	100
8940	Contract Services	-	-	-	-	0%	18,000
<b>Total Operations &amp; Maint.</b>		<b>29,740</b>	<b>25,214</b>	<b>24,618</b>	<b>24,618</b>	<b>100%</b>	<b>47,555</b>
<b>Sub-Total</b>		<b>541,931</b>	<b>626,958</b>	<b>447,696</b>	<b>447,696</b>	<b>100%</b>	<b>504,906</b>
9610	Transfer to Other Funds	(325,248)	-	-	-	0%	
<b>Department Total</b>		<b>216,683</b>	<b>626,958</b>	<b>447,696</b>	<b>447,696</b>	<b>100%</b>	<b>504,906</b>

<b>Personnel Schedule</b>	<b>Actual 2010-11</b>	<b>Actual 2011-12</b>	<b>Actual 2012-13</b>	<b>Adopted 2013-14</b>
<b>Full Time:</b>				
Town Manager	1.00	1.00	1.00	1.00
Executive Secretary	0.00	0.00	1.00	0.50
Executive Assistant	1.00	1.00	0.00	0.00
Administrative Analyst I	0.00	0.00	0.50	1.00
Manager of Legislative Affairs & Grants	1.00	1.00	0.00	0.00
<b>Part Time:</b>				
Manager of Legislative Affairs & Grants	0.00	0.00	0.50	0.00
<b>Total FTE's:</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>2.50</b>

# 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 for the Apple Valley Town Council and the Oversight Board. 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. The Town Clerk's Office also processes 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. Last year, the Town Clerk's Office implemented extended passport hours to allow members of the community the ability to process their passport applications after normal business hours. This process has proven to be very successful and will continue throughout the coming year.

### **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. The 2012 Election was held on November 6, 2012 with 25,558 ballots cast in the Town of Apple Valley.

### **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.

## **2012-13 HIGHLIGHTS**

- Successfully conducted the 2012 Municipal Consolidated Election.
- Organized tracking system for all Town of Apple Valley Vital Records.
- Increased the response time for fulfillment of most Records Requests to less than 5 days.
- Successfully passed the re-training exam to remain a Passport Acceptance Agency for the Federal Government.
- Implemented new extended hours for Passport processing resulting in an increase in the number of application received.
- Imported all Town of Apple Valley claims into tracking software.

## **2013-14 GOALS AND OBJECTIVES**

- Implement a new Internship Program in collaboration with local high schools for the Town of Apple Valley Clerk's Office.
- Complete Review/Modification of the Town's Records Retention Schedule.
- Conduct Complete Review of Apple Valley Municipal Code.
- Organize, track and scan all Vital Records
- Purge scanned records that are destroyable, non-vital and non-permanent.
- 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 12-13	Goal FY 13-14
<b>Town Clerk</b>		
Paper records requests processed	375	300
Passports processed	688	750
<b>Records Management</b>		
Documents (pages) scanned	2,015,000	2,050,000
Files stored in tracking system	17,000	17,500

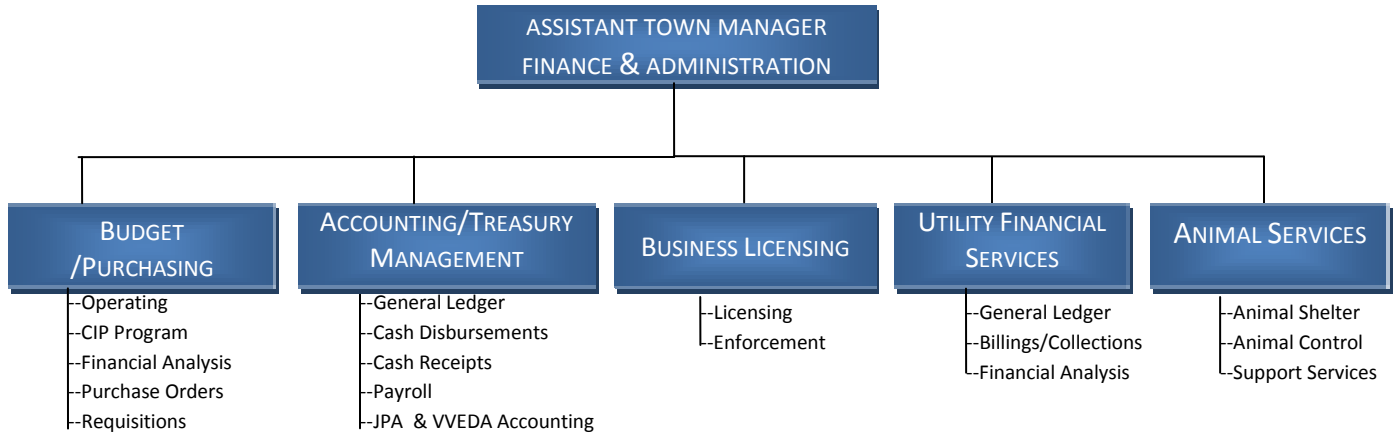




<b>TOWN CLERK 1001-1060</b>							
<b>Code</b>	<b>Expenditure Classification</b>	<b>Actual Expense 2010-11</b>	<b>Actual Expense 2011-12</b>	<b>Amended Budget 2012-13</b>	<b>Estimated Expense 2012-13</b>	<b>% of Budget Expended</b>	<b>Adopted Budget 2013-14</b>
<b>Personnel Services</b>							
7010	Salaries & Wages	328,642	231,057	234,390	234,390	100.0%	259,833
7110	Cafeteria Benefits	35,884	27,043	27,372	27,372	100.0%	28,471
7120	Deferred Compensation	9,943	8,586	8,512	8,512	100.0%	9,199
7150	Medicare	5,137	3,682	3,480	3,480	100.0%	3,849
7160	PERS	61,131	56,137	49,475	49,475	100.0%	56,290
<b>Total Personnel</b>		<b>440,737</b>	<b>326,505</b>	<b>323,230</b>	<b>323,230</b>	<b>100.0%</b>	<b>357,642</b>
<b>Operations &amp; Maintenance</b>							
7205	Advertising	4,017	2,826	6,000	6,000	100.0%	4,000
7229	Education & Training	2,142	629	1,050	1,050	100.0%	4,250
7241	Meetings & Conferences	3,279	1,965	2,625	2,625	100.0%	3,560
7247	Memberships & Dues	429	1,099	1,260	1,260	100.0%	1,260
7253	Mileage	5,684	5,894	6,600	6,600	100.0%	6,600
7265	Office Supplies	5,999	3,398	2,000	2,000	100.0%	2,000
7277	Printing	123	546	800	800	100.0%	1,000
7315	Election	38,246	-	27,000	27,000	100.0%	-
7330	Hardware/Software Supplies	184	-	-	-	-	-
8940	Contract Services	5,121	7,199	15,000	7,000	46.7%	7,000
9065	Leased Equipment	1,127	2,607	3,000	3,000	100.0%	3,000
<b>Total Operations &amp; Maint.</b>		<b>66,351</b>	<b>26,163</b>	<b>65,335</b>	<b>57,335</b>	<b>87.8%</b>	<b>32,670</b>
9120	Capital Outlay Additional Storage Shelves	30,000	-	-	-	-	-
<b>Sub-Total</b>		<b>537,088</b>	<b>352,668</b>	<b>388,565</b>	<b>380,565</b>	<b>97.9%</b>	<b>390,312</b>
9610	Transfer to Other Funds	(322,225)	-	-	-	-	-
<b>Department Total</b>		<b>214,863</b>	<b>352,668</b>	<b>388,565</b>	<b>380,565</b>	<b>97.9%</b>	<b>390,312</b>

<b>Personnel Schedule</b>	<b>Actual 2010-11</b>	<b>Actual 2011-12</b>	<b>Actual 2012-13</b>	<b>Adopted 2013-14</b>
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	0.00	0.00	0.00
<b>Total FTE's:</b>	<b>4.00</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>

# 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.

## 2013-14 PROGRAMMATIC CHANGES

The FY 13-14 proposed budget for the Finance Department is \$1,163,998, which reflects an 12.1 percent increase from the previous year primarily due to the addition of an executive secretary position.

### 2012-13 HIGHLIGHTS

- Adopted budget balancing strategies to reduce/eliminate the structural budgetary imbalance in the General Fund.
- Received the Certificate of Achievement Award for Excellence in Financial Reporting from the Government Finance Officer's Association for the tenth time for Fiscal Year 2012.
- Adopted a policy statement on interfund transfers.
- Implemented new accounting standards.
- Continued reformatting the 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.
- Reconciled tax increment collections for the Town and all members of the JPA.
- Prepared three Recognized Obligation Payment Schedules for the RDA dissolution process.
- Prepared exhibits books and attended five "Meet and Confer" processes with the State Department of Finance
- Reconciled Assessment District revenue collections.

### 2013-14 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.
- Provide all departments with on-line access to the financial system for report generation purposes
- 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.

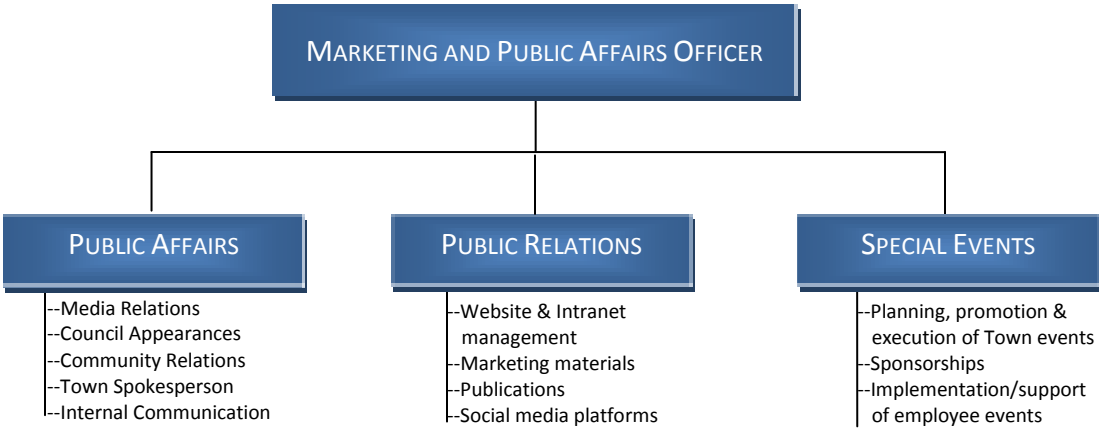
<b>Department Performance Measures – Finance</b>				
	Actual FY 11-12	Goal FY 12-13	Est. FY 12-13	Goal FY13-14
Number of Audit Adjustments (Auditor Recommended)	2	0	0	0
Years Received GFOA CAFR Award	9	10	10	11
Years Received GFOA Distinguished Budget Award	0	0	0	1
Accuracy Forecasting Expenditures – 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
Town 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



<b>FINANCE 1001-1050</b>							
<b>Code</b>	<b>Expenditure Classification</b>	<b>Actual Expense 2010-11</b>	<b>Actual Expense 2011-12</b>	<b>Amended Budget 2012-13</b>	<b>Estimated Expense 2012-13</b>	<b>% of Budget Expended</b>	<b>Adopted Budget 2013-14</b>
<b>Personnel Services</b>							
7010	Salaries & Wages	673,554	669,213	645,256	645,256	100.0%	745,133
7030	Salaries & Wages - Overtime	1,748	2,568	5,000	5,000	100.0%	5,000
7110	Cafeteria Benefits	90,749	78,895	84,357	84,357	100.0%	98,739
7120	Deferred Comp	10,010	13,133	12,813	12,813	100.0%	16,470
7130	FICA	3,585	-	-	-		-
7150	Medicare	10,201	9,957	9,438	9,438	100.0%	10,886
7160	PERS	132,313	152,579	131,952	131,952	100.0%	143,700
<b>Total Personnel</b>		<b>922,160</b>	<b>926,346</b>	<b>888,816</b>	<b>888,816</b>	<b>100.0%</b>	<b>1,019,928</b>
<b>Operations &amp; Maintenance</b>							
7229	Education & Training	9,128	3,025	9,625	9,625	100.0%	9,390
7241	Meetings & Conferences	4,748	2,159	5,100	5,100	100.0%	6,445
7247	Memberships & Dues	1,834	2,932	2,310	2,310	100.0%	3,935
7253	Mileage	6,967	6,331	6,000	6,000	100.0%	6,100
7259	Miscellaneous	5,552	6,522	-	-		-
7265	Office Supplies	4,303	3,935	5,000	5,000	100.0%	5,000
7277	Printing	7,371	2,291	1,000	1,000	100.0%	1,100
7330	Hardware/Software Supplies	9,303	29,965	2,000	2,000	100.0%	2,000
7370	Special Dept Supplies	-	-	1,000	1,000	100.0%	1,000
8916	Audit	40,650	39,299	45,000	45,000	100.0%	45,000
8940	Contract Services	61,515	54,987	72,000	72,000	100.0%	64,100
9026	Equipment Maintenance	770	-	-	-		-
<b>Total Operations &amp; Maint.</b>		<b>152,141</b>	<b>151,445</b>	<b>149,035</b>	<b>149,035</b>	<b>100.0%</b>	<b>144,070</b>
9120	Capital Outlay - Accounting Software	-	-	-	-		-
<b>Sub-Total</b>		<b>1,074,301</b>	<b>1,077,791</b>	<b>1,037,851</b>	<b>1,037,851</b>	<b>100.0%</b>	<b>1,163,998</b>
9610	Transfer to Other Funds	(966,873)	-	-	-		-
<b>Department Total</b>		<b>107,428</b>	<b>1,077,791</b>	<b>1,037,851</b>	<b>1,037,851</b>	<b>100.0%</b>	<b>1,163,998</b>

<b>Personnel Schedule</b>	<b>Actual 2010-11</b>	<b>Actual 2011-12</b>	<b>Actual 2012-13</b>	<b>Adopted 2013-14</b>
Assistant Town Manager: Finance & Admin	0.00	0.00	0.00	1.00
Director of Finance	1.00	1.00	1.00	0.00
Assistant Director of Finance	1.00	1.00	1.00	1.00
Senior Accountant	0.00	0.00	1.00	1.00
Accountant II	1.00	1.00	0.00	0.00
Accountant I	0.00	0.00	1.00	1.00
Accounting Technician	2.00	2.00	1.00	1.00
Account Clerk II	2.00	2.00	2.00	2.00
Account Clerk I	0.00	0.00	0.00	0.00
Executive Secretary	0.00	0.00	0.00	1.00
Administrative Secretary	1.00	0.00	0.00	0.00
Office Assistant	1.00	1.00	1.00	1.00
Customer Service Representative	1.00	1.00	1.00	1.00
<b>Total FTE's:</b>	<b>10.00</b>	<b>9.00</b>	<b>9.00</b>	<b>10.00</b>

# PUBLIC INFORMATION



## DEPARTMENT DESCRIPTION

Oversee external and internal communication programs; manage media relations (inquiries; news releases; public service announcements); produce internal and external communication tools; 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 employee and public special events.

## 2013-14 PROGRAMMATIC CHANGES

**Events:** The decision to eliminate the Fall Festival last year will continue. The Sunset Concert Series will remain at the reduced level of seven nights. The primary department focus is on partnerships, to allow us to continue the remaining event calendar.

**Public Information:** Focus will remain on social media and other ways to leverage low- and no- cost outreach methods. Second focus will be to continue to bring online communication methods current with the mass movement to mobile communication.

## 2012-13 HIGHLIGHTS

- Completed implementation of new logo, including redesign of website and Our Town newsletter.
- Developed logo usage and style guide for agency-wide management of Town brand.

- Issued an average of two press releases per week.
- Produced four issues of the award-winning, Our Town newsletter.

- Produced the State of the Town event, along with the “Coffee with the Mayor” and “Mayor’s Business Roundtable” series’ of meetings.
- Special Events staff presented 30 public events and presented or assisted with 15 employee events.
- Grew our social media outreach by approximately 25%; added separate Facebook page for Recreation; launched Pinterest and Instagram accounts.
- Implemented a one-stop business portal on the Town’s website.
- 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.
- Coordinated two clean up days with Code Enforcement. With 104 adopt-a-street participants covering 106 miles, efforts resulted in the removal of almost 44 tons of trash and recyclables.

- Produced and distributed the “Council Wrap Ups” immediately after each meeting, keeping employees informed of important Council actions.
- Re-launched the Apple Core, the employee newsletter, after an absence of two years.

### 2013-14 GOALS AND OBJECTIVES

- Implement interdepartmental training for staff involved in marketing efforts in their departments.
- Post on average two new YouTube videos per month, as a means of promoting Town programs and services.
- Continue to increase sponsorship of Town events and programs, with an eventual goal of 60% cost recovery for special events.
- Plan for the Town’s Silver Anniversary in 2013.
- Expand opportunities for citizen engagement through online collaboration tools and e-news.

Department Performance Measures – Public Information			
	Goal FY 12-13	Actual FY 12-13	Goal FY 13 - 14
<b>Public Information</b>			
Percentage of news releases printed in non-town sources	100%	95%	100%
News releases issued	N/A	92	N/A
Social media “followers” (across all platforms)	6000	6200	7000
Print ads placed	N/A	86	N/A
<b>Events</b>			
Total attendance	32,000	30,000	30,000
Sponsorships	50,000		65,000



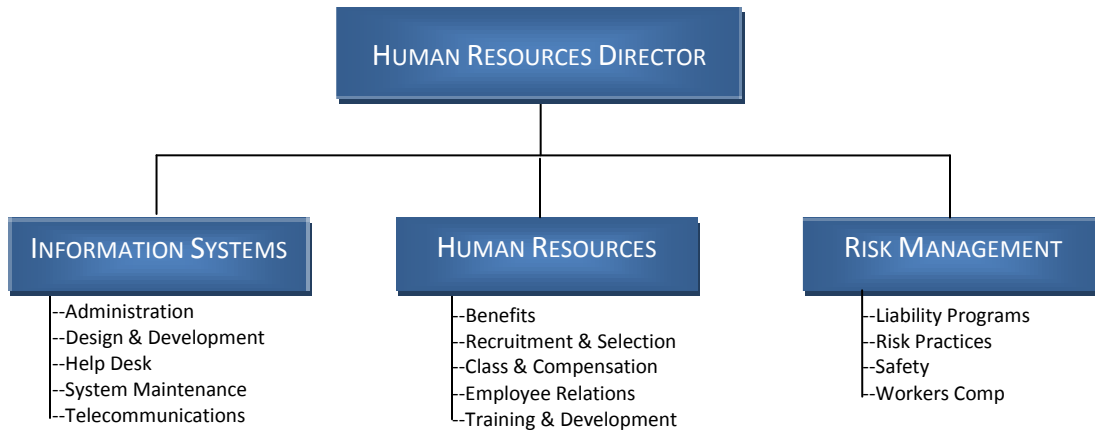
**PUBLIC INFORMATION 1001-1070**

Code	Expenditure Classification	Actual Expense 2010-11	Actual Expense 2011-12	Amended Budget 2012-13	Estimate Expense 2012-13	% of Budget Expended	Adopted Budget 2013-14
Personnel Services							
7010	Salaries & Wages	142,620	194,705	226,454	226,454	100.0%	244,629
7030	Salaries, over-time	1,038	-	-	-		
7110	Cafeteria Benefits	16,539	26,747	33,122	33,122	100.0%	34,321
7120	Deferred Comp	4,823	4,894	2,985	2,985	100.0%	5,149
7150	Medicare	2,264	2,986	3,284	3,284	100.0%	3,625
7160	PERS	30,504	47,657	47,800	47,800	100.0%	52,996
	<b>Total Personnel</b>	<b>197,788</b>	<b>276,987</b>	<b>313,644</b>	<b>313,644</b>	<b>100.0%</b>	<b>340,720</b>
Operations & Maintenance							
7205	Advertising	11,419	14,247	12,000	12,000	100.0%	14,000
7211	Council & Commissions	-	13	2,000	2,000	100.0%	500
7229	Education & Training	2,136	465	630	630	100.0%	630
7241	Meetings & Conferences	4,239	1,814	2,100	2,100	100.0%	4,400
7247	Memberships & Dues	1,865	1,506	2,625	2,625	100.0%	2,200
7253	Mileage	5,210	5,094	5,200	5,200	100.0%	5,358
7265	Office Supplies	1,712	848	1,200	1,200	100.0%	1,200
7271	Postage	18,000	10,000	20,000	20,000	100.0%	20,000
7277	Printed Materials	26,489	25,962	30,000	30,000	100.0%	35,000
7289	Subscriptions	475	279	250	250	100.0%	300
7327	Grand Openings/Ground Breakings	1,712	1,028	2,000	2,000	100.0%	2,000
7330	Hardware/Software Supplies	471	2,307	3,500	3,500	100.0%	500
7370	Special Dept. Supplies	4,200	4,696	7,500	7,500	100.0%	7,000
7865	Community Support	6,288	4,692	6,000	6,000	100.0%	5,000
7977	Adopt a Street/Trail	1,030	2,278	2,000	2,000	100.0%	2,000
8940	Contract Services	33,700	8,400	7,300	7,300	100.0%	24,500
9052	Gas, Diesel, Oil	78	107	250	250	100.0%	250
9091	Vehicle Maintenance	64	81	2,000	2,000	100.0%	2,000
	<b>Total Operations &amp; Maint.</b>	<b>119,088</b>	<b>83,816</b>	<b>106,555</b>	<b>106,555</b>	<b>100.0%</b>	<b>126,838</b>
Special Events							
7810	Community Clean-up	1,090	5,609	6,000	6,000	100.0%	5,000
7830	Tree Lighting	2,868	1,750	5,000	5,000	100.0%	5,000
	<b>Total Special Events</b>	<b>3,958</b>	<b>7,359</b>	<b>11,000</b>	<b>11,000</b>	<b>100.0%</b>	<b>10,000</b>
	<b>Sub-Total</b>	<b>320,834</b>	<b>368,162</b>	<b>431,199</b>	<b>431,199</b>	<b>100.0%</b>	<b>477,558</b>
9610	Transfer to Other Funds	(160,418)	-	-	-		
	<b>Department Total</b>	<b>160,416</b>	<b>368,162</b>	<b>431,199</b>	<b>431,199</b>	<b>100.0%</b>	<b>477,558</b>

	<u>Actual 2010-11</u>	<u>Actual 2011-12</u>	<u>Actual 2012-13</u>	<u>Adopted 2013-14</u>
<b>Personnel Schedule</b>				
Marketing and Public Affairs Office	0.000	0.000	0.00	0.95
Public Information Officer	0.900	0.900	0.94	0.00
Public Relations Specialist	0.825	0.825	0.92	0.94
Event Coordinator	0.000	0.000	0.33	0.33
Administrative Secretary	0.000	1.000	1.00	1.00
<b>Total FTE's:</b>	<b>1.725</b>	<b>2.725</b>	<b>3.19</b>	<b>3.22</b>



# 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 but is currently only funded for three full time positions to handle all of the Human Resources, Risk Management, and Safety 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 more in-house HR training for supervisors and managers as well as continuing to develop a cost effective employee wellness program.

### 2012-13 HIGHLIGHTS

- HR rolled out a new web-based employee performance evaluation program.
- Worked with our Benefits Broker to negotiate a cost savings for Town employees by moving to a new short term disability plan.
- Created an Employee Wellness Committee to provide information on a healthier lifestyle and overall wellness for all employees.
- Audited the Town's Employee Assistance Program and identified a credit owed to the Town.

### 2013-14 GOALS AND OBJECTIVES:

- Develop a training program for Supervisors 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.

Department Performance Measures – Human Resources			
	Actual FY 11-12	Actual FY 12-13	Goal FY 13-14
Recruitments	14	10	13
Retirements	10	4	1
Training hours per employee (average)	9	12	10
Workplace injury claims filed	18	20	10



Home | Calendar | Employee Directory

**Town of Apple Valley Intranet**  
CALIFORNIA

Town Applications | What's Happening | Forms & Resources | Employee Services | Policies | Departments

Departments + Human Resources

### Health and Wellness

Resources to keep you healthy

- [American Heart Assoc. Walking Newsletter](#)
- [Whooping Cough \(Pertussis\) Information](#)
- [Diabetes Awareness](#)
- [Stress at Work and How to Cope](#)
- [Prevention Newsletter on High Metabolism Costs](#)
- [Top Health May Newsletter](#)

**Dental Health**

- [Periodontal & Heart Disease](#)
- [Brushing & Flossing Tips](#)

**Vision Care**

- [Eye Care Flyer](#)

**Misc. Health Topics**

- [Financial wellness newsletter](#)

Apple in the middle will help you in your life. Eat smart. It's the life in your apple.

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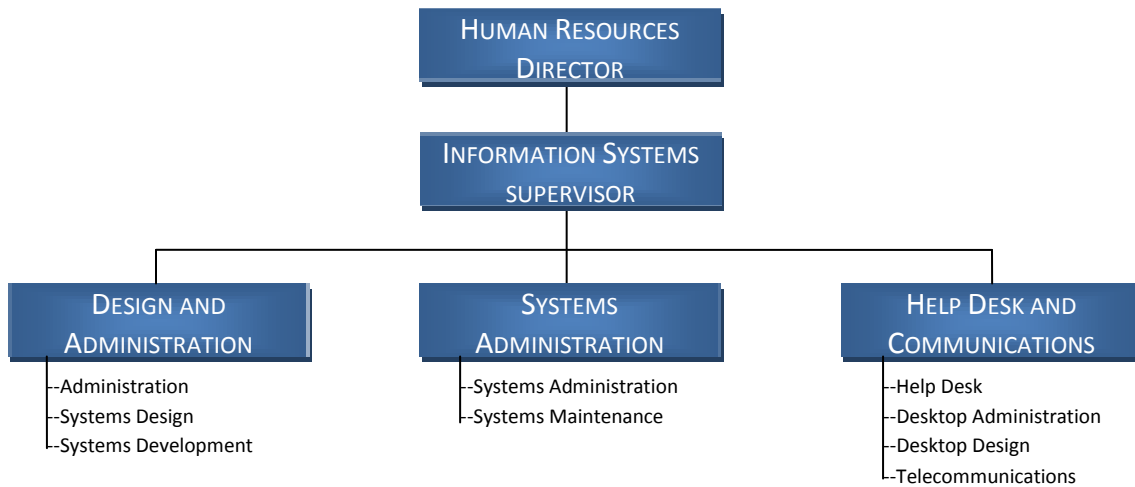
**HUMAN RESOURCES 1001-1080**

<b>Code</b>	<b>Expenditure Classification</b>	<b>Actual Expense 2010-11</b>	<b>Actual Expense 2011-12</b>	<b>Amended Budget 2012-13</b>	<b>Estimated Expense 2012-13</b>	<b>% of Budget Expended</b>	<b>Adopted Budget 2013-14</b>
<b>Personnel Services</b>							
7010	Salaries & Wages	305,849	310,068	220,135	220,135	100.0%	269,915
7020	Wages - Seasonal	-	23,218	18,420	18,420	100.0%	
7030	Overtime	17	-	-	-		
7110	Cafeteria Benefits	32,592	26,708	27,324	27,324	100.0%	32,601
7120	Deferred Comp	10,637	8,665	7,459	7,459	100.0%	8,663
7140-1	Health/Other Benefits/Retirees	-	-	-	-		
7150	Medicare	4,498	4,859	3,541	3,541	100.0%	3,996
7160	PERS	65,897	59,163	42,346	42,346	100.0%	47,018
	<b>Total Personnel</b>	<b>419,490</b>	<b>432,682</b>	<b>319,225</b>	<b>319,225</b>	<b>100.0%</b>	<b>362,193</b>
<b>Operations &amp; Maintenance</b>							
7205	Advertising	3,263	1,413	1,750	1,750	100.0%	1,750
7229	Education & Training	793	1,134	1,575	1,575	100.0%	1,000
7241	Meetings & Conferences	3,076	1,357	2,100	2,100	100.0%	2,100
7247	Memberships & Dues	760	549	1,050	1,050	100.0%	1,050
7253	Mileage	5,512	5,652	5,800	5,800	100.0%	5,800
7265	Office Supplies	1,971	106	800	800	100.0%	800
7277	Printing	13	100	250	250	100.0%	250
7289	Subscriptions	255	668	500	500	100.0%	500
7330	Hardware/Software Supplies	170	204	500	500	100.0%	500
7370	Special Dept Supplies	387	379	500	500	100.0%	500
8940	Contract Services	24,487	6,001	6,100	6,100	100.0%	17,800
8972	Legal Services	518	8,183	750	750	100.0%	500
	<b>Total Operations &amp; Maint.</b>	<b>41,205</b>	<b>25,746</b>	<b>21,675</b>	<b>21,675</b>	<b>100.0%</b>	<b>32,550</b>
	<b>Sub-Total</b>	<b>460,695</b>	<b>458,428</b>	<b>340,900</b>	<b>340,900</b>	<b>100.0%</b>	<b>394,743</b>
9610	Transfer to Other Funds	(276,418)	-	-	-		
	<b>Department Total</b>	<b>184,277</b>	<b>458,428</b>	<b>340,900</b>	<b>340,900</b>	<b>100.0%</b>	<b>394,743</b>

<b>Personnel Schedule</b>	<b>Actual 2010-11</b>	<b>Actual 2011-12</b>	<b>Actual 2012-13</b>	<b>Adopted 2013-14</b>
<b>Full Time:</b>				
Director of Human Resources	1.00	1.00	1.00	1.00
Human Resources Manager	1.00	1.00	0.00	0.00
Human Resources Coordinator	1.00	0.00	0.00	0.00
Human Resources Analyst	0.00	0.00	0.50	1.00
Human Resources Assistant	0.00	1.00	1.00	1.00
Senior Office Assistant*	1.00	0.00	0.00	0.00
<b>Part Time:</b>				
Human Resources Analyst	0.00	0.00	0.50	0.00
<b>Total FTE's:</b>	<b>4.00</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>

\* budgeted but not funded

# 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 IS Division is authorized for three full time staff positions. IS supports a Wide Area Network with 4 distinct locations, 9 Local Area Networks, 278 computers, 39 servers, 89 databases, and 6 operating systems.

## 2013-14 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.

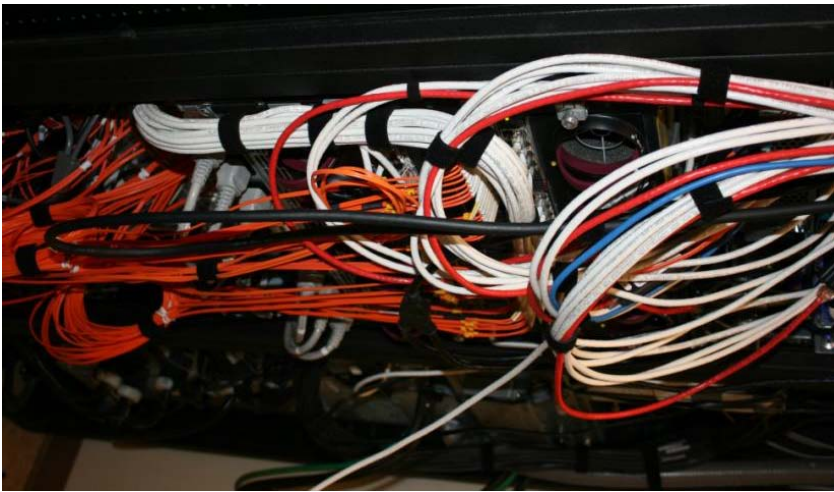
## 2012-13 HIGHLIGHTS

- Enhanced the Town’s desktop and server processing capabilities by adding disk resources to its virtual infrastructure.
- Enhanced the Town's Wi-Fi system at Town Hall and Development Services Buildings to allow employees and visitors wireless Internet access throughout our facility.

## 2013-14 GOALS AND OBJECTIVES

- Upgrade the Town's aging telephony system prior to equipment falling into an unsupported state with the manufacturer.
- Upgrade the unsupportable video presentation systems in the Town Council Chamber to facilitate reliable and higher quality video for the Town Council meetings
- Continue providing complete operational support to Town departments for its technological needs.

Department Performance Measures – Information Systems		
	Actual FY 12-13	Goal FY 13-14
TOAV Sites Serviced	4	4
Data backed up nightly (terabytes)	3.9	4.5
Printing/Copying devices	59	57
Networking equipment managed	22	22
Outgoing emails processed	317,502	380,000
Incoming emails processed	1,849,912	2,500,000
SPAM email blocked (incoming)	1,468,312	2,500,000
Help Desk Statistics		
• Service requests processed	640	600
• Average time per request	23	20
Computer systems managed	320	320
• File servers	46	46
• Workstations	248	248
• Laptops	26	26
User accounts managed	314	314



INFORMATION SYSTEMS 1001-1090							
Code	Expenditure Classification	Actual Expense 2010-11	Actual Expense 2011-12	Amended Budget 2012-13	Estimated Expense 2012-13	% of Budget Expended	Adopted Budget 2013-14
Personnel Services							
7010	Salaries & Wages	198,432	200,327	200,435	200,435	100.0%	213,605
7030	Overtime	2,109	1,053	2,500	2,500	100.0%	2,500
7110	Cafeteria Benefits	33,161	32,071	33,130	33,130	100.0%	33,443
7120	Deferred Comp	1,624	1,726	1,652	1,652	100.0%	1,708
7150	Medicare	2,816	2,847	2,907	2,907	100.0%	3,097
7160	PERS	40,291	46,822	42,346	42,346	100.0%	46,275
<b>Total Personnel</b>		<b>278,433</b>	<b>284,847</b>	<b>282,970</b>	<b>282,970</b>	<b>100.0%</b>	<b>300,628</b>
Operations & Maintenance							
7180	Uniforms	62	233	750	750	100.0%	250
7229	Education & Training	-	-	263	263	100.0%	250
7241	Meetings and Conferences	-	629.66	662	662	100.0%	600
7253	Mileage	-	258.46	250	250	100.0%	250
7265	Office Supplies	254	719	250	250	100.0%	250
7289	Subscriptions	-	246.02	250	250	100.0%	250
7330	Hardware/Software Supplies/Exp	79,654	181,682	19,640	19,640	100.0%	64,900
8940	Contract Services	165,983	169,992	175,000	175,000	100.0%	175,000
<b>Total Operations &amp; Maint.</b>		<b>245,953</b>	<b>353,760</b>	<b>197,065</b>	<b>197,065</b>	<b>100.0%</b>	<b>241,750</b>
<b>Sub-Total</b>		<b>524,386</b>	<b>638,607</b>	<b>480,034</b>	<b>480,034</b>	<b>100.0%</b>	<b>542,378</b>
9610	Transfer to Other Funds	(340,850)	-	-	-		-
<b>Department Total</b>		<b>183,536</b>	<b>638,607</b>	<b>480,034</b>	<b>480,034</b>	<b>100.0%</b>	<b>542,378</b>

<b>Personnel Schedule</b>	<b>Actual 2010-11</b>	<b>Actual 2011-12</b>	<b>Actual 2012-13</b>	<b>Adopted 2013-14</b>
Information System Supervisor	1.00	1.00	1.00	1.00
Information Systems Specialist	0.00	0.00	1.00	1.00
Information Systems Technician	2.00	2.00	1.00	1.00
<b>Total FTE's:</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>

## GENERAL GOVERNMENT

GENERAL GOVERNMENT 1001-1200							
Code	Expenditure Classification	Actual Expense 2010-11	Actual Expense 2011-12	Amended Budget 2012-13	Estimated Expense 2012-13	% of Budget Expended	Adopted Budget 2013-14
Operations & Maintenance							
7140	Health Benefits - Retirees	20,126	55,247	50,000	50,000	100.0%	55,000
7205	Advertising	-	299.75	400	400	100.0%	400
7217	Credit Card Costs	41,822	47,277	47,000	47,000	100.0%	48,000
7235	Insurance	811,026	873,879	848,000	848,000	100.0%	898,900
7247	Memberships & Dues	42,314	47,628	42,300	42,300	100.0%	43,550
7259	Miscellaneous	10,197	7,908	7,800	7,800	100.0%	7,800
7265	Office Supplies	27,106	20,893	15,000	15,000	100.0%	15,000
7271	Postage	35,826	35,214	30,000	30,000	100.0%	27,000
7277	Printing	1,408	3,032	4,000	4,000	100.0%	4,000
7289	Subscriptions	-	59.99	500	500	100.0%	500
7310	Assessment district Costs	14,867	22,431	25,000	25,000	100.0%	20,000
7345	Prior Period Adjustment	94,703	-	-	-		-
8916	Audit	1,783	-	-	-		-
8940	Contract Services	48,794	49,573	68,000	68,000	100.0%	93,000
8972	Legal Services	1,093	-	-	-		-
9065	Leased Equipment	5,025	-	-	-		-
Total Operations & Maintenance		1,156,090	1,163,440	1,138,000	1,138,000	100.0%	1,213,150
Debt Service							
9840	Principle	13,022	13,757	14,600	14,600	100.0%	15,400
9860	Interest	5,117	4,382	3,600	3,600	100.0%	2,800
Total Debt Service		18,139	18,139	18,200	18,200	100.0%	18,200
Sub-Total		1,174,229	1,181,580	1,156,200	1,156,200	100.0%	1,231,350
9610	Operating Transfer	(880,671)	-	-	-		-
9999	Transfer Out - Parks & Rec. Fund 2510	-	800,690	430,212	430,212	100.0%	545,885
9999	Transfer Out - AVGC Fund 5710	-	-	-	-		333,892
Department Total		293,558	1,982,270	1,586,412	1,586,412	100.0%	2,111,127

# 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.

## 2013-14 PROGRAMMATIC CHANGES

The Public Facilities Budget houses General Government expenses for building operations and maintenance. These costs include utilities, copier leases, building maintenance etc.

## 2012-13 HIGHLIGHTS

- Implemented a track-it work request program for general maintenance requests.
- Realized cost savings in leased equipment charges due to diligent work of the IS department.

## 2013-14 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 10-11	Actual FY 11-12	Projected FY 12-13	Goal FY 13-14
<b>Conference Center uses</b>	101	175	235	250
Square footage of public facilities	104,000	123,950	123,950	123,950





PUBLIC FACILITIES 1001-1400							
Code	Expenditure Classification	Actual Expense 2010-11	Actual Expense 2011-12	Amended Budget 2012-13	Estimated Expense 2012-13	% of Budget Expended	Adopted Budget 2013-14
Personnel Services							
7010	Salaries & Wages	221,098	200,536	216,683	216,683	100.0%	234,858
7020	Salaries Part-time	15,199	32,782	42,255	42,255	100.0%	39,254
7030	Overtime	3,391	1,382	1,500	1,500	100.0%	1,500
7110	Cafeteria Benefits	50,583	41,055	50,682	50,682	100.0%	53,497
7120	Deferred Comp	224	339	452	452	100.0%	721
7130	FICA	110	101	-	-		-
7150	Medicare	3,556	3,469	3,755	3,755	100.0%	3,975
7160	PERS	50,481	54,812	54,334	54,334	100.0%	55,579
<b>Total Personnel</b>		<b>344,642</b>	<b>334,476</b>	<b>369,660</b>	<b>369,660</b>	<b>100.0%</b>	<b>389,384</b>
Operations & Maintenance							
7180	Uniform Expense	1,997	1,417	2,000	1,750	87.5%	1,900
7223	Disposal Services	17,543	18,075	6,400	6,200	96.9%	6,400
7259	Miscellaneous	1,172	12	350	250	71.4%	250
7265	Office Supplies	-	-	150	150	100.0%	150
7277	Printing	-	3.21	-	-		-
7295-0109	Utilities: Phones, internet, etc.	93,406	91,105	79,000	80,000	101.3%	81,000
7295-0847	Utilities: Electricity Usage	131,240	105,854	102,000	95,000	93.1%	102,000
7295-0848	Utilities: Natural Gas Usage	13,617	12,583	15,500	14,000	90.3%	15,000
7295-0849	Utilities: Water Usage	11,179	9,263	14,000	9,600	68.6%	12,100
7330	Hardware/Software Supplies	241	-	2,000	2,000	100.0%	2,000
7360	Safety/Security	3,336	6,103	4,200	4,000	95.2%	4,200
7375	Staff Services	7,820	7,859	10,000	8,500	85.0%	10,000
7383	Vandalism Repairs	21	478	-	-		-
7655	Building Maintenance	51,935	52,999	65,500	54,000	82.4%	58,000
7755	Grounds Maintenance	1,201	2,374	2,000	3,000	150.0%	3,000
7780	Irrigation Supplies	655	570	700	600	85.7%	700
7970	Small Tools	620	245	500	345	69.0%	500
8940	Contracted Services	1,004	2,915	1,500	1,500	100.0%	1,500
9013	Communications Equip	123	84	150	200	133.3%	150
9026	Equipment Maintenance	1,315	680	1,500	780	52.0%	1,300
9039	Equipment Rental	942	253	1,000	850	85.0%	1,000
9052	Gasoline, Oil, Etc.	1,922	1,588	2,000	1,865	93.3%	2,000
9065	Leased Equipment	226,051	53,374	76,000	49,000	64.5%	53,000
9078	Safety Equipment	370	727	500	750	150.0%	800
9091	Vehicle Maintenance	1,325	1,656	1,200	1,350	112.5%	1,450
<b>Total Operations &amp; Maint.</b>		<b>569,035</b>	<b>370,219</b>	<b>388,150</b>	<b>335,690</b>	<b>86.5%</b>	<b>358,400</b>
Capital Expenditures							
9300	Capital Projects	19,588	-	18,000	18,000	100.0%	18,000
9370	DSB Water Damage 2010	250,349	107,765	-	-		-
<b>Total Capital Expenditures</b>		<b>269,937</b>	<b>107,765</b>	<b>18,000</b>	<b>18,000</b>	<b>100.0%</b>	<b>18,000</b>
Debt Service							
9999-4105	1999 COP	382,626	379,845	405,000	405,000	100.0%	410,000
9999-4106	2001 COP	230,446	223,742	322,000	322,000	100.0%	332,000
9999-4108	2007 COP	1,751,705	18,911	888,100	888,100	100.0%	885,150
9610-4910	Transfer 4910	15,882	69,770	-	-		-
<b>Total Debt Service</b>		<b>2,380,659</b>	<b>692,268</b>	<b>1,615,100</b>	<b>1,615,100</b>	<b>100.0%</b>	<b>1,627,150</b>
<b>Sub-Total</b>		<b>3,564,273</b>	<b>1,504,729</b>	<b>2,390,910</b>	<b>2,338,450</b>	<b>97.8%</b>	<b>2,392,934</b>
9610	Transfer to Other Funds	(2,134,831)	-	-	-		-
<b>Department Total</b>		<b>1,429,442</b>	<b>1,504,729</b>	<b>2,390,910</b>	<b>2,338,450</b>	<b>97.8%</b>	<b>2,392,934</b>



PUBLIC FACILITIES 1001-1400							
Code	Expenditure Classification	Actual Expense 2010-11	Actual Expense 2011-12	Amended Budget 2012-13	Estimated Expense 2012-13	% of Budget Expended	Adopted Budget 2013-14

	<u>Actual 2010-11</u>	<u>Actual 2011-12</u>	<u>Actual 2012-13</u>	<u>Adopted 2013-14</u>
<b>Personnel Schedule</b>				
<b>Full Time:</b>				
Parks & Recreation Manager	0.07	0.11	0.15	0.22
Administrative Secretary	0.03	0.04	0.04	0.09
Senior Maintenance Worker	0.39	0.48	0.50	0.50
Maintenance Worker II	0.35	0.38	0.32	0.32
Maintenance Worker I	0.35	0.62	0.32	0.32
Custodian	3.00	3.00	3.00	3.00
Parks Supervisor	0.07	0.04	0.00	0.00
Grounds Supervisor	0.00	0.00	0.03	0.03
Grounds Maintenance Worker III	0.00	0.00	0.05	0.05
Grounds Maintenance Worker II	0.00	0.00	0.29	0.29
Grounds Maintenance Worker I	0.00	0.00	0.51	0.13
<b>Part Time:</b>				
Custodian	0.00	0.65	0.65	0.93
Office Assistant	0.00	0.00	0.00	0.19
Grounds Services Aide	0.00	0.00	0.32	0.29
Maintenance Aide	2.00	2.00	0.80	0.00
<b>Total FTE's:</b>	<b>6.26</b>	<b>7.32</b>	<b>6.98</b>	<b>6.35</b>

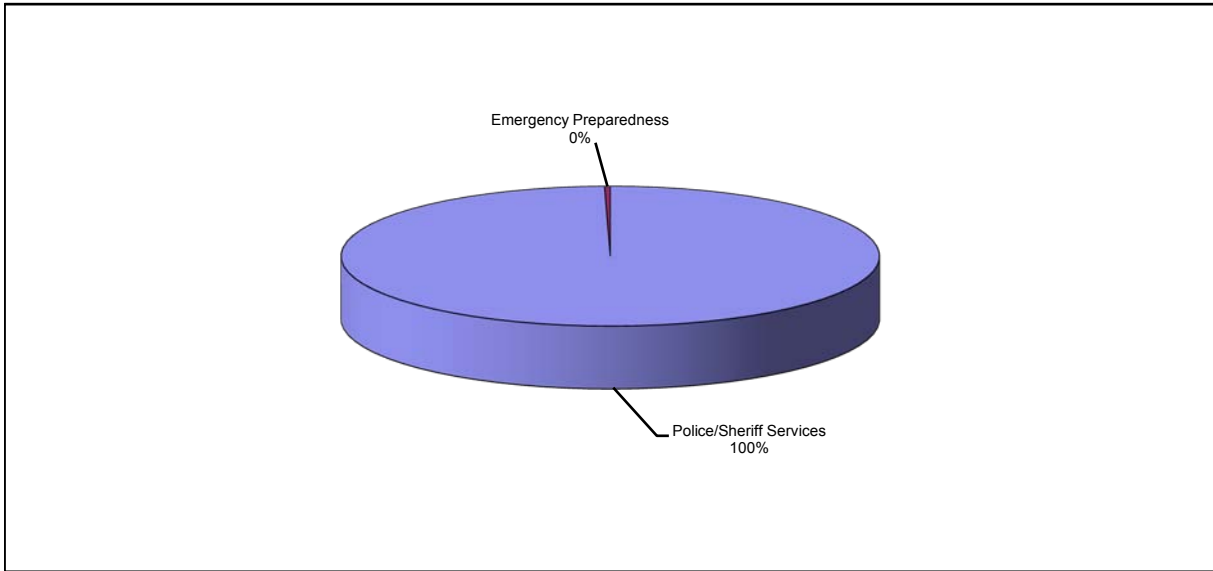
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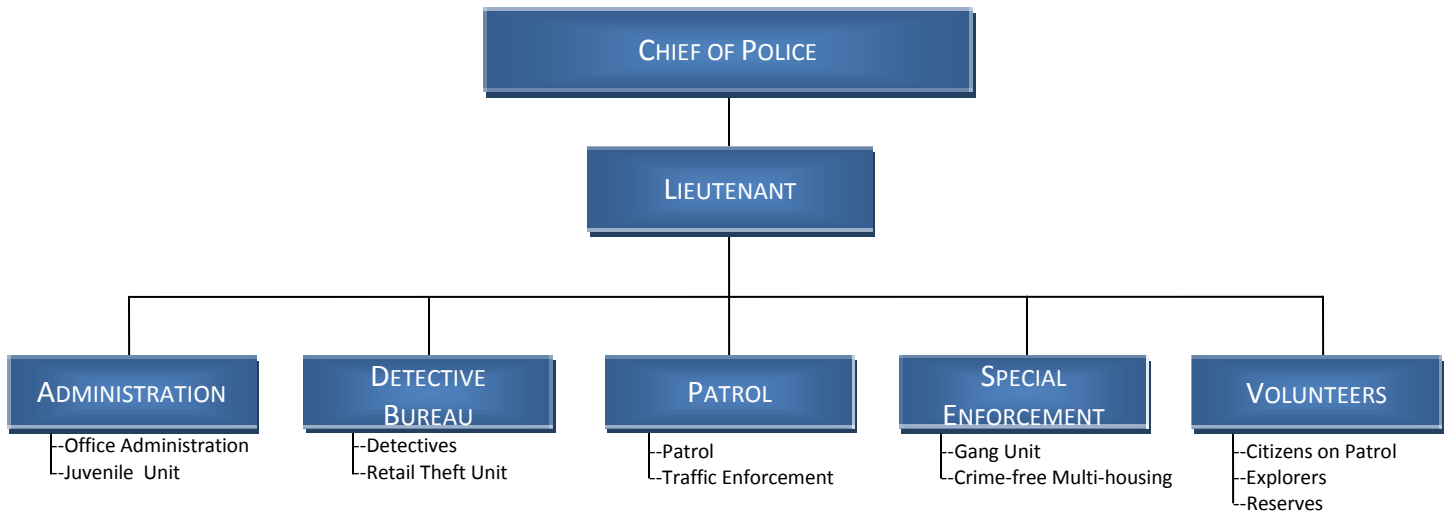
Town of Apple Valley

## 2013/14 Public Safety Expenditures

Police/Sheriff Services	\$11,475,731
Emergency Preparedness	39,848
Total-Public Safety	<u><u>\$11,515,579</u></u>



# PUBLIC SAFETY



## DEPARTMENT DESCRIPTION

The Town of Apple Valley has contracted with the San Bernardino County Sheriff's Department for all of its law enforcement services since 1989. Since that first contract, population and calls for service have almost doubled. Beyond around the clock patrol services, the Apple Valley Police Department (AVPD) provides traffic enforcement, investigations, and a specialized enforcement unit focused on gangs, problem oriented policing solutions, major enforcement and crime prevention. Sheriff's Homicide, Crimes Against Children, Bomb/Arson, Narcotics, SWAT, Crime Scene Investigations, Crime Impact, Gangs, Aviation, and High-Tech units all provide incredible support to the AVPD and the community it serves. Beyond these specialty units, the police department is supported by experienced command staff personnel, Human Resources, Communications, Technical Services, Grant Administration, Internal Affairs, Training, Criminal Records, Fleet Management, Public Affairs, and Volunteer Forces.

Through emerging technologies, the AVPD has streamlined and enhanced operations, cutting overall costs and creating more efficient policing deployment strategies. The Presynct forms-based report writing system has modernized and simplified workflow and created a database for archiving, storage and retrieval with the ultimate goal of a completely paperless system. With its proven track record for increasing the number of stolen vehicles recovered and developing investigative leads, the Automated License Plate Readers (ALPR) are now a viable tool for the AVPD.



Through grant funding, AVPD equipped two patrol units with Automated License Plate Readers.

Thanks to grant funds, two patrol units have already been equipped with this technology which includes two forward facing cameras for moving traffic and two lateral view cameras for stationary target capture. The cameras operate two at a time utilizing infrared technology allowing for license plate capture in light or complete darkness. Each scan is recorded with a GPS coordinate and the data is uploaded to a database for investigative examination.



In addition to Presynct and the ALPR, AVPD has stepped into modern day technology with a handheld electronic citation device. Time spent on traffic stops has been cut in half since the introduction of these devices. Each device has scanning capabilities and comes with a portable printer.

Community outreach and crime prevention remains a priority for AVPD. Many of the services provided by AVPD incorporate community partnerships and employ forward thinking problem-solving techniques to address public safety issues and promote the Town's motto of "A Better Way of Life." The crime prevention and community based programs offered through AVPD include 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. S.H.O.C.K. (Self Discipline-Honor-Obedience-Character-Knowledge), the ten-week paramilitary intervention program for at risk youth is offered twice per year. The program provides juveniles with the social and decision making skills necessary to deal with the pressures they face today. The "Parent Project" runs concurrent with S.H.O.C.K. and provides parents the tools to meet the challenges of raising children. AVPAL's operating budget is entirely funded by grants and donations.



## 2012-13 HIGHLIGHTS

- Overall crime was reduced in the Town of Apple Valley by 16%. Part 1 crimes (murder, rape, robbery, aggravated and simple assaults, manslaughter, burglary, larceny, and grand theft automobile) saw a 1% drop. Part 2 crimes (all others) were reduced by 22%.
- Arrests were up by 21%, which had a direct effect on crime rates.
- Operated multiple sobriety checkpoints supported by NHTSA grant funding.
- Supplemented a deputy position through COPS CHP grant funds.
- JAG grant funds were dedicated to AVPAL.
- With credit off-sets for vacancies and/or long-term leaves, personnel costs were reduced by over \$400,000.
- Calls for service were reduced by 2%, creating proactive patrol time.
- Total crime-free multi housing properties grew to 536 to include apartments and single family rental homes.
- Crime-Free Business is now being offered within the Town, providing training and site inspections.
- Neighborhood Watch is currently in 17 neighborhoods.
- Deputies recovered property totaling more than \$433,000.
- Continued partnership with the FBI in a regional task force to address gang issues in the High Desert.
- Provided community awareness seminars on a number of crime prevention techniques specific to current crime trends.
- In 2012, Citizens on Patrol (COP) volunteered 13,942 hours, which equates to \$285,811 in cost savings. COPs performed vacation checks, extra patrols, issued handicap parking citations, assisted at DUI checkpoints, crime sweeps, provided traffic control at traffic accidents, recorded graffiti sites for abatement, did weekly mail and automotive runs, and assisted at numerous Town functions.
- Explorers volunteered 3,617 hours, a cost savings of \$31,649 in 2012. Those hours included training and ride along duties and assisting at Town and County charity and community outreach events.
- The reserve deputies volunteered 2,287 hours in 2012, serving warrants, augmenting patrol, and providing assistance at special events, a cost savings of \$92,349.

## 2013-14 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.
- Manage overtime through personnel credit offsets.
- Continue promoting police/community partnerships to develop solutions to public safety issues.
- Pursue additional technological advancements to enhance services provided and improve efficiency.
- Reduce calls for service to create proactive patrol time by addressing chronic problem areas.
- Reduce crime through crime analysis and predictive policing strategies.
- Provide crime prevention education to the community at large.

Department Performance Measures – Police Department Station Activity				
	2012	2013	12-13	2014
Calls for Service	51,104	50,019	-2%	NA
Deputy Reports	8,561	8,067	-6%	NA
Arrests (Adult Booking)	1,675	2,025	21%	2% increase
Traffic Collisions	776	659	-15%	NA
Traffic Citations Issued	4,813	3,407	-29%	NA
Residents per Deputy	1,883	1,893	1%	NA
Patrol Deputies	37	37	NA	37
Part I Crimes	2,574	2,540	-1%	2% Reduction
Part II Crimes	6,038	4,706	-22%	2% Reduction
Total Crimes	8,612	7,246	-16%	2% Reduction

PUBLIC SAFETY - SHERIFF 1001-2010							
Code	Expenditure Classification	Actual Expense 2010-11	Actual Expense 2011-12	Amended Budget 2012-13	Estimated Expense 2012-13	% of Budget Expended	Adopted Budget 2013-14
Operations & Maintenance							
7180	Uniform Expenses	3,000	3,056	1,500	1,500	100.0%	1,500
7223	Disposal Service	722	1,732	2,000	2,000	100.0%	1,850
7241	Meetings & conferences	2,917	834	1,500	1,500	100.0%	1,000
7247	Membership & Dues	504	336	-	-		-
7259	Miscellaneous	1,992	235	-	-		-
7265	Office Supplies	12,846	10,710	3,000	3,000	100.0%	3,000
7271	Postage	3,000	3,447	5,000	5,000	100.0%	4,500
7277	Printing	439	1,831	2,000	2,000	100.0%	1,000
7283	Rent	3,000	-	-	-		-
7289	Subscriptions	1,568	2,143	1,000	1,000	100.0%	1,000
7295	Utilities: Phone, Internet, Cell	10,251	8,380	7,000	7,000	100.0%	7,000
7295	Utilities: Electricity Usage	16,764	30,475	30,000	30,000	100.0%	30,000
7295	Utilities: Natural Gas Usage	1,298	1,419	1,500	1,500	100.0%	1,500
7295	Utilities: Water Usage	1,617	3,388	3,500	3,500	100.0%	3,850
7330	Hardware/Software	-	1,056	-	-		-
7360	Safety & Security	788	407	300	300	100.0%	500
7370	Special Dept Supplies	638	3,747	2,600	2,600	100.0%	2,000
7375	Staff Services	1,406	2,457	2,500	2,500	100.0%	2,500
7655	Building Maintenance	2,653	1,507	4,700	4,700	100.0%	4,000
7710	Click it or Ticket	3,814	-	-	-		-
7720	Sobriety Checkpoint	53,317	78,844	-	-		-
7755	Grounds Maintenance	230	84	1,000	1,000	100.0%	2,000
7970	Small Tools	-	-	-	-		-
8936	Cal-ID Systems	73,354	73,542	75,151	75,151	100.0%	74,000
8940	Contracted Services	2,894	2,723	4,000	4,000	100.0%	4,000
8948	County Sheriff	9,990,487	10,373,449	10,607,725	10,607,725	100.0%	10,945,731
9013	Communication Equipment	-	1,679	-	-		-
9026	Equipment Maintenance	1,780	726	1,200	1,200	100.0%	1,000
9039	Equipment Rental	-	173	-	-		-
9052	Gasoline, Oil, Etc.	224,125	212,854	190,000	190,000	100.0%	220,000
9065	Leased Equipment	12,294	12,976	13,800	13,800	100.0%	13,800
9091	Vehicle Maintenance	161,619	127,197	160,000	160,000	100.0%	150,000
<b>Total Operations &amp; Maint</b>		<b>10,589,317</b>	<b>10,961,408</b>	<b>11,120,976</b>	<b>11,120,976</b>	<b>100.0%</b>	<b>11,475,731</b>
<b>Department total</b>		<b>10,589,317</b>	<b>10,961,408</b>	<b>11,120,976</b>	<b>11,120,976</b>	<b>100.0%</b>	<b>11,475,731</b>

<b>Personnel Schedule</b>	<b>Actual 2010-11</b>	<b>Actual 2011-12</b>	<b>Actual 2012-13</b>	<b>Adopted 2013-14</b>
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	37.00	37.00	37.00	37.00
Secretary I	1.00	1.00	1.00	1.00
Office Specialists	7.00	7.00	7.00	6.00
Service Specialists	6.00	6.00	6.00	6.00
<b>Total FTE's:</b>	<b>65.00</b>	<b>65.00</b>	<b>65.00</b>	<b>64.00</b>

Note: The Sobriety Checkpoint and Click It or Ticket expenditures from FY 12-13 and 13-14 were moved to the 2610 Police Grant Fund due to the fact that the expenditures are fully offset by grants.

## EMERGENCY PREPAREDNESS

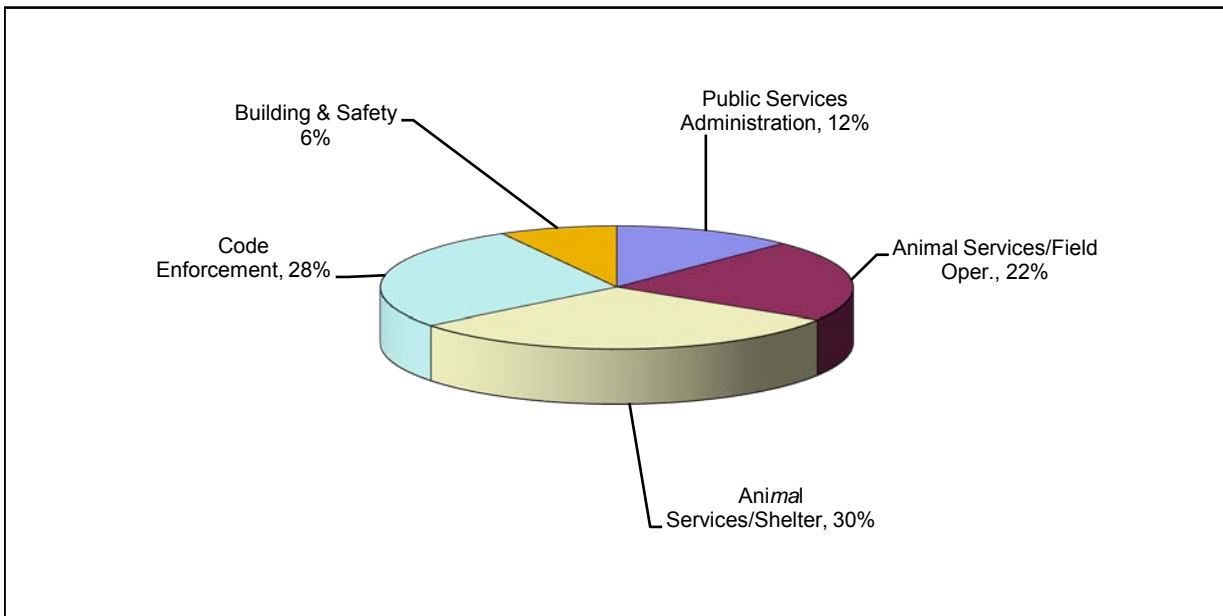
EMERGENCY PREPAREDNESS 1001-2020							
Code	Expenditure Classification	Actual Expense 2010-11	Actual Expense 2011-12	Amended Budget 2012-13	Estimated Expense 2012-13	% of Budget Expended	Adopted Budget 2013-14
	Operations & Maintenance						
7229	Education & Training	1,980	348	3,000	3,000	100.0%	3,000
7241	Meetings & Conferences	-	403	800	800	100.0%	800
7253	Mileage Exp/Allowance	-	423	-	-	0.0%	0
7265	Office Supplies	1,364	356	1,500	1,500	100.0%	1,500
7295	Utilities: Phone, Internet, Cell Phones	402	536	-	-	0.0%	-
7350	Public Information	1,115	756	1,500	1,500	100.0%	1,500
7370	Special Dept Supplies - Vehicle Maint.	-	-	-	-	0.0%	-
8940	Contract Services *	82,740	69,423	18,475	23,048	124.8%	23,048
9091	Vehicle Maintenance	-	-	-	-	0.0%	-
	<b>Total Operations &amp; Maint</b>	<b>87,601</b>	<b>72,245</b>	<b>25,275</b>	<b>29,848</b>	<b>118.1%</b>	<b>29,848</b>
	Capital Expenditures						
9300	Capital Project	0	0	0	0	0.0%	10,000
	<b>Total Capital Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>10,000</b>
	<b>Department Total</b>	<b>87,601</b>	<b>72,245</b>	<b>25,275</b>	<b>29,848</b>		<b>39,848</b>

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



## 2013/14 Public/Municipal Services Expenditures

Public Services Administration	\$433,167
Animal Services/Field Oper.	755,053
Animal Services/Shelter	1,064,049
Code Enforcement	966,078
Building & Safety	282,215
Total-Public Services	<u><u>\$3,500,562</u></u>



# PUBLIC SERVICES/MUNICIPAL OPERATIONS AND CONTRACT SERVICES

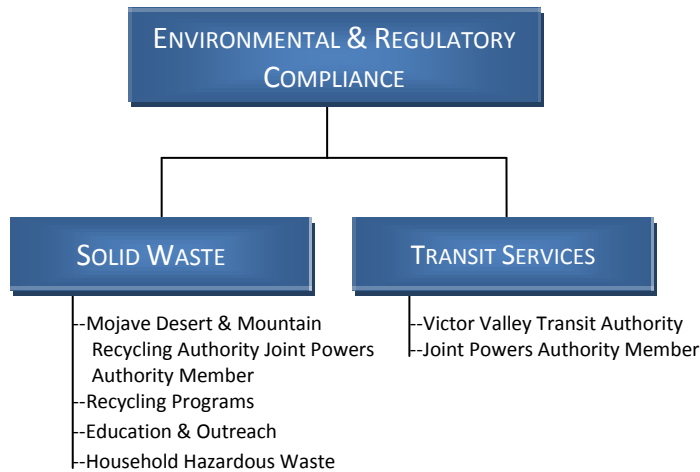


## DEPARTMENT DESCRIPTION

Public Services operate as the administrative head of the Public Works, Street Maintenance, Wastewater, 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 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 11-12	Projected FY 12-13	Projected FY 13-14
Requests for Service	610	685	700
Single Family Sewer Permits	39	100	150
SFR Additions Sewer Permits	5	6	7
Commercial Sewer Permits	6	8	10
Commercial TI Sewer Permits	8	18	28
Multi-Family Sewer Permits	5	4	5

# ENVIRONMENTAL & REGULATORY COMPLIANCE



## DEPARTMENT DESCRIPTION



Environmental and Regulatory Compliance (ERC) is responsible for Town compliance with local, State and Federal environmental regulations and legislation pertaining to Household Hazardous Waste, Recycling and Transit Services. ERC prepares compliance documentation and reports on a monthly, quarterly and yearly basis as required by various state agencies for overall waste diversion and recycling activities. The Division has oversight of the Town-wide Household Hazardous Waste (HHW) Collection Center as mandated by AB 939 relating to the overall volume of HHW collected and costs associated with the operation of the HHW facility. The Division utilizes various grants and funding from the states’ Oil Payment Program (OPP) and prepares quarterly submissions of oil collection reports for state rebates. ERC oversees implementation of AB 341 requirements pertaining to Commercial and Multi-family recycling mandates and has ongoing interaction with county, state and federal environmental agencies to

keep the Town abreast of and in compliance with changing regulatory requirements. Oversight includes 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 Technical Advisory Committee and quarterly meetings of the League’s Environmental Quality Policy Committee. The Division is actively involved in decision making during monthly meetings with the Material Recycling Facility (MRF) operations contractor and the City of Victorville to discuss efficiency, cost of operations and consideration new technologies for the jointly owned facility.

Additional ERC responsibilities include interacting with the regional transit agency, Victor Valley Transit Authority (VFTA), to ensure deliverance of quality transit services to Apple Valley residents. The Division serves as Town representative to the JPA Board Technical Advisory Committee and 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. The ERC also coordinates with other Town departments to assist in preparing applications for grant funding as they become available.

**2012-13 HIGHLIGHTS**

- Renewed Approved Electronic Waste Collector status with CalRecycle and DTSC
- Increased E-Waste collection and revenue
- Completed bus stop improvements at two locations using Article 3 funds (SANBAG)
- Added additional security measures at HHW facility
- Reduced number of full time employees at HHW by utilizing part time employees
- Submitted timely required reports to Air Resources Board, Cal Recycle and Department of Toxic Substances Control

- Successfully awarded Used Oil Grant
- Completed installation of a new bus shelter/stop on Kasota Road and South Outer Highway 18
- Completed a VVTA needs assessment report highlighting improvements necessary to Town bus routes

**2013-14 OBJECTIVES/GOALS:**

- Prioritize and complete projects listed on the VVTA needs assessment report
- Develop an advertising campaign for bus shelters/stops
- Apply for additional grants for the HHW programs

<b>Department Performance Measures – Environmental and Regulatory Compliance</b>			
	Actual FY 11-12	Projected FY 12-13	Projected FY 13-14
Number of Cars at HHW	3152	3200	3250
Number of New Bus Shelters	n/a	2	2
Number of New Bus Stops	1	2	3
Number of New Bus Stop Benches	n/a	3	5

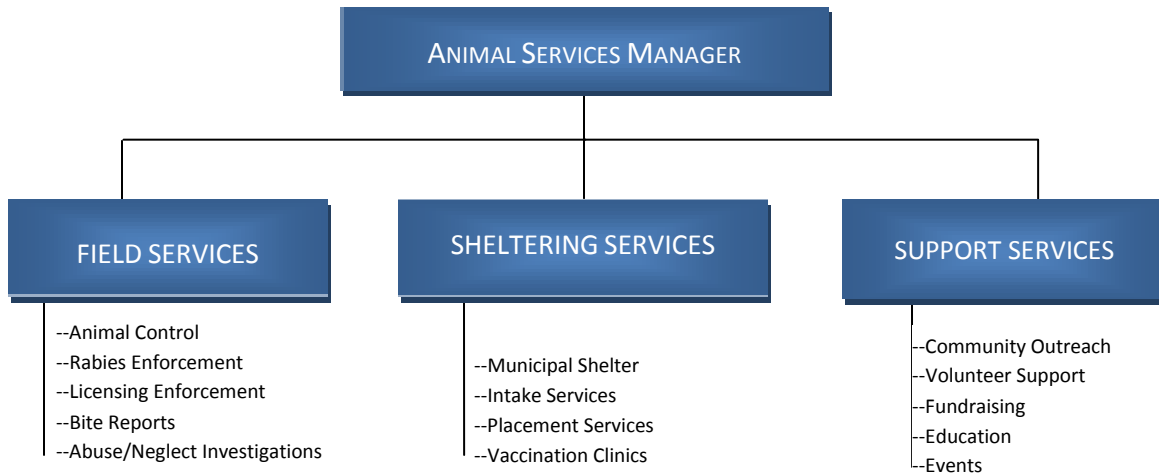


**PUBLIC SERVICES - ADMINISTRATION 1001-3010**

Code	Expenditure Classification	Actual Expense 2010-11	Actual Expense 2011-12	Amended Budget 2012-13	Estimated Expense 2012-13	% of Budget Expended	Adopted Budget 2013-14
Personnel Services							
7010	Salaries & Wages, Permanent	355,702	345,839	336,431	336,431	100.0%	310,719
7110	Cafeteria Benefits	33,195	23,908	27,656	27,656	100.0%	23,932
7120	Deferred Comp	14,095	12,640	11,283	11,283	100.0%	11,046
7150	Medicare	5,187	5,018	4,878	4,878	100.0%	4,505
7160	PERS	76,873	76,439	71,014	71,014	100.0%	67,315
	<b>Total Personnel</b>	<b>485,052</b>	<b>463,844</b>	<b>451,262</b>	<b>451,262</b>	<b>100.0%</b>	<b>417,517</b>
Operations & Maintenance							
7229	Education & Training	562	-	263	263	100.0%	500
7241	Meetings & Conferences	5,116	3,214	2,888	2,888	100.0%	7,000
7247	Memberships & Dues	-	-	315	315	100.0%	-
7253	Mileage	329	249	250	250	100.0%	500
7259	Misc	16	-	100	100	100.0%	100
7265	Office Supplies	510	500	500	500	100.0%	350
7277	Printing	13	48	-	-		150
7289	Subscriptions	82	39	50	50	100.0%	50
7330	Hardware/Software Supplies	-	-	1,500	1,500	100.0%	4,500
9052	Gasoline, Diesel, Oil	1,761	1,810	2,500	2,500	100.0%	1,500
9091	Vehicle Maintenance	228	955	1,000	1,000	100.0%	1,000
	<b>Total Operations &amp; Maint</b>	<b>8,617</b>	<b>6,815</b>	<b>9,366</b>	<b>9,366</b>	<b>100.0%</b>	<b>15,650</b>
	<b>Sub-Total</b>	<b>493,669</b>	<b>470,658</b>	<b>460,628</b>	<b>460,628</b>	<b>100.0%</b>	<b>433,167</b>
9610	Transfer to Other Funds	(444,302)	-	-	-		
	<b>Department Total</b>	<b>49,367</b>	<b>470,658</b>	<b>460,628</b>	<b>460,628</b>	<b>100.0%</b>	<b>433,167</b>

<u>Personnel Schedule</u>	<u>Actual 2010-11</u>	<u>Actual 2011-12</u>	<u>Actual 2012-13</u>	<u>Adopted 2013-14</u>
Assistant Town Manager, Municipal Svcs	1.00	1.00	1.00	1.00
Operations and Contract Services	1.00	0.00	0.00	0.00
Environmental/Reg Manager	0.00	1.00	0.00	0.00
Special Projects Manager	0.00	0.00	1.00	0.50
Public Services Assistant	1.00	1.00	1.00	1.00
<b>Total FTE's:</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>2.50</b>

# 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 Department’s goals to reduce euthanasia, and increase live release rates.

**Field Services Division - Animal Control:** Coordinates 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:** Coordinates sheltering, including 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:





**Fundraising:** Responsible for the annual planning of the Fur Ball, Pancake Breakfast, AVAS Camp, Cruisin’ Fur Critters, Pet Fair, Night at the Shelter, Shelter Tours, etc.

**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.

**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.

**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.



**2012-13 HIGHLIGHTS**

- Entered into a Sheltering Agreement with the County of San Bernardino to provide their agency

animal sheltering services for residents living within the unincorporated High Desert Region of San Bernardino County.

- 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.
- Developed partnerships with local veterinarians to maximize 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.

- Changed days of operation of the Shelter to include Saturdays.

### 2013-14 GOALS AND OBJECTIVES

- 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 and continued cooperative agreements with 501(C)3 animal rescue organizations allowing the transfer of animals to alternative facilities for final placement.
- Decrease Euthanasia through re-homing and off-site adoption efforts.

DEPARTMENT PERFORMANCE MEASUREMENT – ANIMAL SERVICES				
ACTIVITY	FY 10-11	FY 11-12	FY 12-13*	Goal FY 13-14
Live Intakes - Cats	2631	2998	1992	<1536
Live Intakes - Dogs	3403	3212	3479	<2320
Return-to-Owner - All	512	556	636	20%
Live Releases - Cats	391	466	459	70%
Live Releases - Dogs	978	1106	1178	70%
Service Requests	5918	6667	5450	5250
Houses Canvassed	1633	1358	1500	3500
Stray Dog Impounds	2097	2155	2318	2280
Dogs Licensed (Corrected 10-11)	10732	11355	11466	12225
Rescue Agreements	N/A	N/A	3	15
Vaccination Clinics Offered	6	3	7	10
Animals Micro-chipped	945	1157	1161	2500
Vaccinated Dogs	2796	3279	2578	4500
Annual Events (Fur Ball, Pet Fair, etc.)	5	7	7	8
Offsite Adoption/ Events	7	52	52	60

\*FY 12/13 is based on calculating an average from eight (8) months of data only 7/1/12-3/1/13 and two (2) months of statistical data for County Sheltering agreement.



<b>ANIMAL SERVICES - FIELD SERVICES 1001-2120</b>						
<b>Code</b>	<b>Expenditure Classification</b>	<b>Actual Expense 2010-11</b>	<b>Actual Expense 2011-12</b>	<b>Amended Budget 2012-13</b>	<b>Estimated Year End 2012-13</b>	<b>% of Budget Expendec 2013-14</b>
<b>Personnel Services</b>						
7010	Salaries & Wages - Permanent	403,901	417,873	416,935	416,935	100.0%
7030	Salaries & Wages - Overtime	6,650	1,035	7,000	7,000	100.0%
7110	Cafeteria Benefits	69,015	67,952	69,290	69,290	100.0%
7120	Deferred Comp	2,267	2,229	3,333	3,333	100.0%
7150	Medicare	6,132	6,329	6,046	6,046	100.0%
7160	PERS	83,747	99,244	88,007	88,007	100.0%
<b>Total Personnel</b>		<b>571,712</b>	<b>594,664</b>	<b>590,611</b>	<b>590,611</b>	<b>100.0%</b>
<b>Operations &amp; Maintenance</b>						
7180	Uniform Expense	2,270	2,015	2,100	2,100	100.0%
7205	Advertising	1,852	-	600	600	100.0%
7223	Disposal Services	853	931	-	-	0.0%
7229	Education & Training	341	298	645	645	100.0%
7241	Meetings & Conferences	197	360	945	945	100.0%
7247	Memberships & Dues	424	285	600	600	100.0%
7253	Mileage Exp/Allowance	-	-	1,000	1,000	100.0%
7259	Miscellaneous	-	-	4,720	4,720	100.0%
7265	Office Supplies	2,590	3,023	1,725	1,725	100.0%
7277	Printing	2,013	2,380	1,500	1,500	100.0%
7289	Subscriptions	315	296	300	300	100.0%
7295	Utilities: Phones, Internet	686	3,758	3,250	3,250	100.0%
7295	Utilities: Electricity	3,670	27,259	24,000	24,000	100.0%
7295	Utilities: Natural Gas	58	7,774	6,500	6,500	100.0%
7295	Utilities: Water	725	3,796	3,000	3,000	100.0%
7330	Hardware/Software Supplies	3,000	1,485	1,500	1,500	100.0%
7360	Safety and security	289	248	400	400	100.0%
7370	Special Department Supplies	1,969	2,060	4,500	4,500	100.0%
7655	Building maintenance	1,471	1,383	1,060	1,060	100.0%
8940	Contracted Services	1,016	448	1,500	1,500	100.0%
8944	County Public Health	2,500	2,500	-	-	-
8960	Emergency Veterinary Services	(68)	-	-	-	-
8972	Legal Services	-	-	1,000	1,000	100.0%
8988	Spay/Neuter Program	48,993	53,940	44,000	44,000	100.0%
8992	Stiles Removal/D&D Removal	5,700	5,785	6,342	6,342	100.0%
9013	Communications Equipment	-	-	500	500	100.0%
9026	Equipment Maintenance	324	665	300	300	100.0%
9052	Gasoline, Diesel and Oil	13,984	18,679	13,838	13,838	100.0%
9065	Leased Equipment	3,549	3,527	4,000	4,000	100.0%
9078	Safety Equipment	-	34	500	500	100.0%
9091	Vehicle Maintenance	3,248	3,135	3,000	3,000	100.0%
<b>Total Operations &amp; Maint.</b>		<b>101,969</b>	<b>146,063</b>	<b>133,325</b>	<b>133,325</b>	<b>100.0%</b>
<b>Capital Expenditures</b>						
9120	Capital Outlay	-	-	-	-	-
<b>Total Capital Expenditures</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Department Total</b>		<b>673,681</b>	<b>740,726</b>	<b>723,936</b>	<b>723,936</b>	<b>100.0%</b>

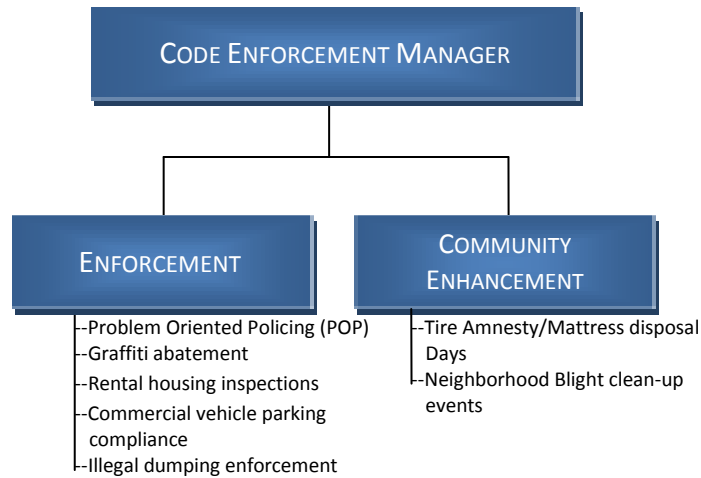
	<b>Actual 2010-11</b>	<b>Actual 2011-12</b>	<b>Actual 2012-13</b>	<b>Adopted 2013-14</b>
<b>Personnel Schedule</b>				
Animal Services Manager	0.50	0.50	0.50	0.50
Animal Services Supervisor	1.00	1.00	1.00	1.00
Animal Services Administrative Secretary	0.00	0.00	0.00	0.50
Animal Services Officer II	1.00	3.00	1.00	3.00
Animal Services Officer I	1.00	0.00	2.00	0.00
Animal Services Technician	2.50	2.50	2.50	2.00
<b>Total FTE's:</b>	<b>6.00</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>

ANIMAL SERVICES - SHELTER 1001-2130							
Code	Expenditure Classification	Actual Expense 2010-11	Actual Expense 2011-12	Amended Budget 2012-13	Estimated Year End 2012-13	% of Budget Expended	Adopted Budget 2013-14
Personnel Services							
7010	Salaries & Wages - Permanent	428,023	388,790	385,771	468,359	121.4%	513,755
7020	Salaries & Wages - Part-time	46,106	86,606	174,182	59,397	34.1%	107,250
7030	Salaries & Wages - Overtime	3,187	2,460	5,000	4,000	80.0%	4,000
7110	Cafeteria Benefits	74,669	68,242	65,502	73,791	112.7%	98,996
7120	Deferred Comp	2,267	2,229	3,383	3,383	100.0%	3,500
7130	FICA	2,869	4,079	-	-		-
7150	Medicare	7,249	7,430	8,119	8,119	100.0%	9,005
7160	PERS	92,146	96,496	95,565	95,565	100.0%	107,038
Total Personnel		656,516	656,333	737,522	712,614	96.6%	843,544
Operations & Maintenance							
7180	Uniform Expense	1,905	2,823	2,600	2,600	100.0%	2,700
7205	Advertising	1,386	998	1,725	1,725	100.0%	1,000
7223	Disposal Services	1,009	931	300	300	100.0%	3,675
7229	Education & Training	749	464	788	788	100.0%	2,000
7241	Meetings and Conferences	403	247	525	525	100.0%	1,000
7247	Memberships and Dues	60	-	547	547	100.0%	400
7253	Mileage Exp./Allowance	-	-	1,000	1,000	100.0%	2,850
7259	Miscellaneous	2	-	4,720	4,720	100.0%	4,750
7265	Office Supplies	1,066	783	1,000	1,000	100.0%	1,000
7277	Printing/Department Supplies	504	51	1,000	1,000	100.0%	1,000
7289	Subscriptions	358	416	150	150	100.0%	400
7295	Utilities: Phones, Internet	165	-	2,250	2,250	100.0%	3,250
7295	Utilities: Electricity	27,529	27,287	24,000	24,000	100.0%	22,500
7295	Utilities: Natural Gas	7,773	7,679	6,500	6,500	100.0%	7,000
7295	Utilities: Water Usage	3,784	2,474	3,000	3,000	100.0%	3,300
7305	Animal Food Supplies	17,134	16,316	18,000	18,000	100.0%	18,000
7330	Hardware/Software	3,397	1,485	1,250	1,250	100.0%	2,250
7360	Safety & Security	606	389	1,000	1,000	100.0%	500
7370	Special Department Supplies	8,323	8,860	7,600	7,600	100.0%	9,580
7655	Building Maintenance	12,731	12,818	8,810	8,810	100.0%	8,000
7755	Grounds Maintenance	441	-	1,963	1,963	100.0%	750
8940	Contracted Services	14,276	14,314	24,000	24,000	100.0%	23,000
8956	Drugs and Vaccinations	21,939	28,515	29,000	29,000	100.0%	29,000
8960	Veterinary Services	4,910	4,265	3,000	3,000	100.0%	3,000
8988	Adoption Spay / Neuter	52,261	65,347	60,000	60,000	100.0%	55,000
8992	Stiles Removal/D&D Removal	5,870	5,785	6,342	6,342	100.0%	6,550
9013	Communications Equipment	403	-	1,500	1,500	100.0%	300
9026	Equipment Maintenance	605	472	300	300	100.0%	1,000
9052	Gasoline, Diesel, Oil	465	933	2,500	2,500	100.0%	2,000
9065	Leased Equipment	3,549	3,527	4,000	4,000	100.0%	4,000
9091	Vehicle Maintenance	634	375	750	750	100.0%	750
Total Operations & Maint.		194,237	207,552	220,120	220,120	100.0%	220,505
9120	Capital Equipment	-	-	35,000	35,000		-
Total Capital		-	-	35,000	35,000		-
Department Total		850,753	863,885	992,641	967,733	97.5%	1,064,049

**ANIMAL SERVICES - SHELTER 1001-2130**

<b>Code</b>	<b>Expenditure Classification</b>	<b>Actual Expense 2010-11</b>	<b>Actual Expense 2011-12</b>	<b>Amended Budget 2012-13</b>	<b>Estimated Year End 2012-13</b>	<b>% of Budget Expended</b>	<b>Adopted Budget 2013-14</b>
		<b>Actual 2010-11</b>	<b>Actual 2011-12</b>	<b>Actual 2012-13</b>	<b>Adopted 2013-14</b>		
	<b><u>Personnel Schedule</u></b>						
	<b>Full Time:</b>						
	Animal Services Manager	0.50	0.50	0.50	0.50		
	Animal Services Supervisor	1.00	1.00	0.00	1.00		
	Animal Services Administrative Secretary	0.00	0.00	0.00	0.50		
	Registered Vet. Technician	1.00	1.00	1.00	0.00		
	Animal Health Assistant	0.00	0.00	0.00	1.00		
	Animal Services Technician	2.50	2.50	2.50	4.00		
	Sr. Animal Services Specialist	0.00	0.00	0.00	1.00		
	Animal Shelter Attendant	4.00	2.50	3.00	2.00		
	<b>Part Time:</b>						
	Animal Shelter Assistant	0.00	0.00	1.00	2.25		
	Program Assistant	0.00	0.00	5.25	2.25		
	<b>Total FTE's:</b>	<b>9.00</b>	<b>7.50</b>	<b>13.25</b>	<b>14.50</b>		

# 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 2013-2014 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 violations of trash and debris, unsecured structures, and 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.

One area Code Enforcement is focusing on in 2013-2014 is identifying all of the new rental properties in Town. In recent years investors have purchased many foreclosed properties and are renting them. Staff is diligently working to keep records updated so all rental properties are included in the Town's rental housing inspection program.

## 2012-13 HIGHLIGHTS

- 48% reduction in graffiti. Resulted in a savings of over \$32,000.
- Hosted three Multiagency sweeps in Apple Valley with Adelanto, Hesperia, and San Bernardino County Code Enforcement.
- Awarded over \$62,000 in Cost Recovery for arrest and conviction of multiple graffiti taggers.
- 86% of the 1492 graffiti cases were opened proactively.

## 2013-14 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
- 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 10-11	Actual FY 11-12	Actual FY 12-13	Goal FY 13-14
Mattress/Appliance Day participation	79	298	156	200
Foreclosed property inspections*	567	1100	600	500
Trash collected at neighborhood clean ups (tons)	91.25	140	160	160
Recyclables collected (tons)	6.93	7	11	12
Abatement warrants**	50	48	40	35

\*There are fewer foreclosed properties. Every foreclosed property in Town has been inspected.

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

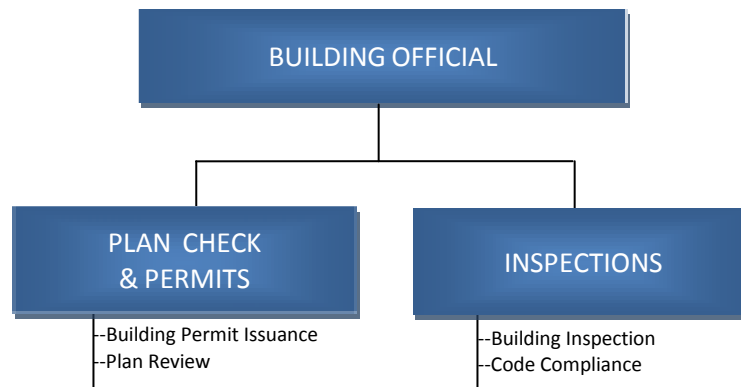


CODE ENFORCEMENT 1001-3110							
Code	Expenditure Classification	Actual Expense 2010-11	Actual Expense 2011-12	Amended Budget 2012-13	Estimated Year End 2012-13	% of Budget Expended	Adopted Budget 2013-14
Personnel Services							
7010	Salaries & Wages - Permanent	570,355	570,338	485,051	485,051	100.0%	520,014
7020	Salaries & Wages - Part-time	59,572	55,755	64,037	64,037	100.0%	67,468
7030	Salaries & Wages - Overtime	1,001	1,669	2,000	2,000	100.0%	2,000
7110	Cafeteria Benefits	102,463	98,299	84,094	84,094	100.0%	84,621
7120	Deferred Comp	2,491	2,635	2,598	2,598	100.0%	2,756
7130	FICA	2,300	2,401	-	-		-
7150	Medicare	9,415	9,357	7,962	7,962	100.0%	8,518
7160	PERS	129,292	142,947	102,385	102,385	100.0%	112,656
<b>Total Personnel</b>		<b>876,889</b>	<b>883,401</b>	<b>748,127</b>	<b>748,127</b>	<b>100.0%</b>	<b>798,033</b>
Operations & Maintenance							
7180	Uniform Cleaning	3,476	3,767	3,600	3,600	100.0%	3,600
7205	Advertising	225	-	500	500	100.0%	500
7229	Education & Training	195	65	525	525	100.0%	600
7241	Meetings & conferences	-	26.00	210	210	100.0%	220
7247	Membership & dues	600	616	893	893	100.0%	860
7265	Office Supplies	572	539	700	700	100.0%	700
7277	Printing	539	847	1,000	1,000	100.0%	1,000
7289	Subscriptions	1,091	1,009	1,200	1,200	100.0%	1,200
7295-0109	Utilities: Phones	7,090	7,192	7,200	7,200	100.0%	7,200
7325	Graffiti Supplies & Removal costs	58,799	65,081	75,000	75,000	100.0%	60,000
7330	Hardware/Software Supplies	-	15.46	2,000	2,000	100.0%	1,800
7350	Public Information	406	1,238	1,500	1,500	100.0%	1,500
7370	Special Dept Supplies/Exp	240	614	500	500	100.0%	500
7970	Small Tools	29	-	500	500	100.0%	500
8940	Contracted Services	46,916	30,660	35,000	35,000	100.0%	50,000
8972	Legal Services	-	-	5,000	5,000	100.0%	5,000
9026	Equipment Maintenance	770	533	800	800	100.0%	800
9052	Gasoline, Diesel, oil	22,647	26,383	20,000	20,000	100.0%	20,000
9065	Leased Equipment	1,520	1,601	2,065	2,065	100.0%	2,065
9091	Vehicle Maintenance	10,229	8,736	10,000	10,000	100.0%	10,000
9610-4910	Transfer Tire Amnesty Grant	-	(7,896)	-	-		-
<b>Total Operations &amp; Maintenance</b>		<b>155,344</b>	<b>141,027</b>	<b>168,193</b>	<b>168,193</b>	<b>100.0%</b>	<b>168,045</b>
Capital Expenditures							
9120	Capital Outlay	-	-	-	-		-
<b>Total Capital Expenditures</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>		<b>-</b>
<b>Department Total</b>		<b>1,032,233</b>	<b>1,024,428</b>	<b>916,320</b>	<b>916,320</b>	<b>100.0%</b>	<b>966,078</b>

	Actual 2010-11	Actual 2011-12	Actual 2012-13	Adopted 2013-14
<b>Personnel Schedule</b>				
<b>Full Time:</b>				
Code Enforcement Manager	1.00	1.00	1.00	1.00
Senior Code Enforcement Officer	0.00	0.00	0.00	1.00
Code Enforcement Officer II	7.00	7.00	6.00	5.00
Code Enforcement Technician	3.00	2.00	1.00	1.00
<b>Part Time:</b>				
Community Enhancement Ofcr	0.50	0.50	0.50	0.50
Part-time Code Enforcement Tech	1.00	1.00	1.00	0.95
<b>Total FTE's:</b>	<b>12.50</b>	<b>11.50</b>	<b>9.50</b>	<b>9.45</b>



# 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. This year (2013) the California Building Standards Commission adopted the 2013 California Code of Regulations, Title 24 that will go into effect on January 1, 2014.

We will continue to serve our Town from the plan review and permit process for construction projects, to the requirements of property maintenance, enforcements of the American Disability Act, structural engineering, fire and life safety requirements for private properties.

## 2012-13 HIGHLIGHTS

- Issued 1323 miscellaneous building permits comprised of re-roofing, septic installations, pools, room additions, patios, sheds and detached garages.
- 157 residential photovoltaic permits issued
- 2 commercial photovoltaic permits issued
- 4 commercial building permits issued
- 54 commercial tenant improvement permits issued
- 3,438 inspections performed

## 2013-14 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 are answered by a skilled professional
- 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**

	<b>Actual 2011-2012</b>	<b>Projected 2012-2013</b>	<b>Goal 2013-2014</b>
Express Plan Checks	150	200	200
New Single Family Residence Permits	32	30	30
Number of Inspections Per Day	14	17	17
Total Number of Inspections	3,438	3,500	3550
Total Number of Plan Checks	347	350	350
% of plan check performed in less than 7 working days (1 <sup>st</sup> submittal)	98%	99%	100%
% of plan check performed in less than 5 working days (2 <sup>nd</sup> submittal)	99%	99%	100%
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%





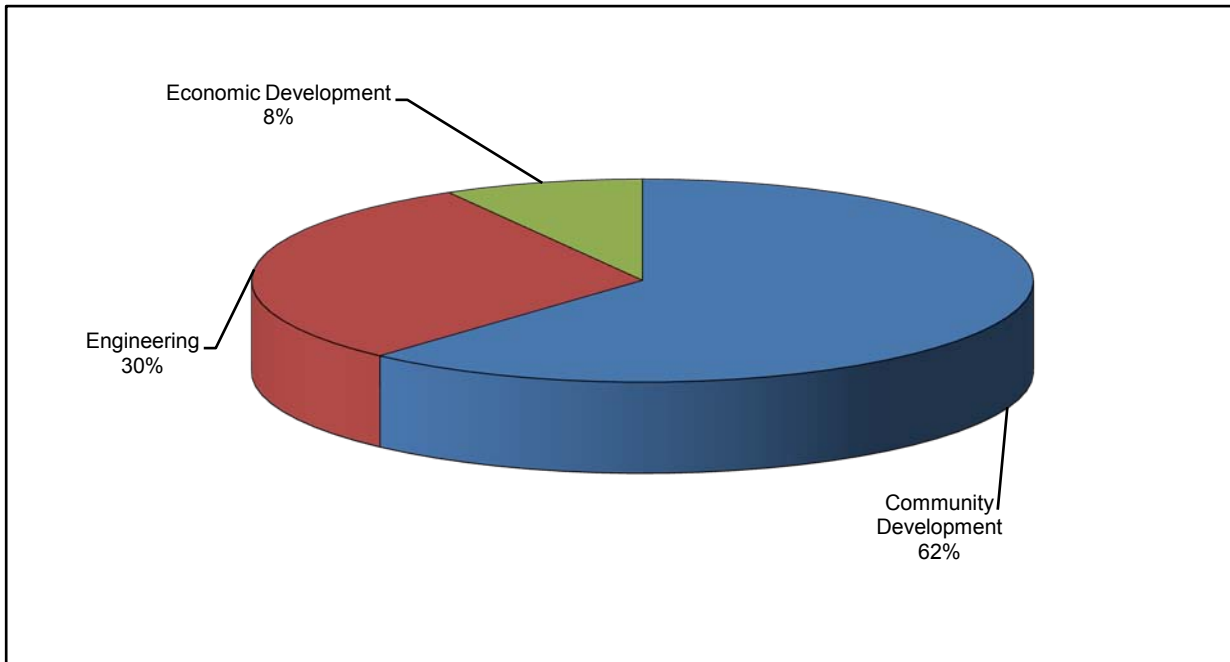
<b>BUILDING &amp; SAFETY 1001-4010</b>							
<b>Code</b>	<b>Expenditure Classification</b>	<b>Actual Expense 2010-11</b>	<b>Actual Expense 2011-12</b>	<b>Amended Budget 2012-13</b>	<b>Estimated Expense 2012-13</b>	<b>% of Budget Expended</b>	<b>Adopted Budget 2013-14</b>
	Operations & Maintenance						
7247	Memberships & Dues	-	-	215	215	100.0%	215
7265	Office Supplies	261	438	500	500	100.0%	500
7277	Printing	13	275	250	250	100.0%	250
8932	Building & Safety Contractor	262,365	251,919	187,500	187,500	100.0%	281,250
	<b>Total Operations &amp; Maint.</b>	<b>262,639</b>	<b>252,632</b>	<b>188,465</b>	<b>188,465</b>	<b>100.0%</b>	<b>282,215</b>
	<b>Department Total</b>	<b>262,639</b>	<b>252,632</b>	<b>188,465</b>	<b>188,465</b>	<b>100.0%</b>	<b>282,215</b>

\* Staffing level determined by demand for services.

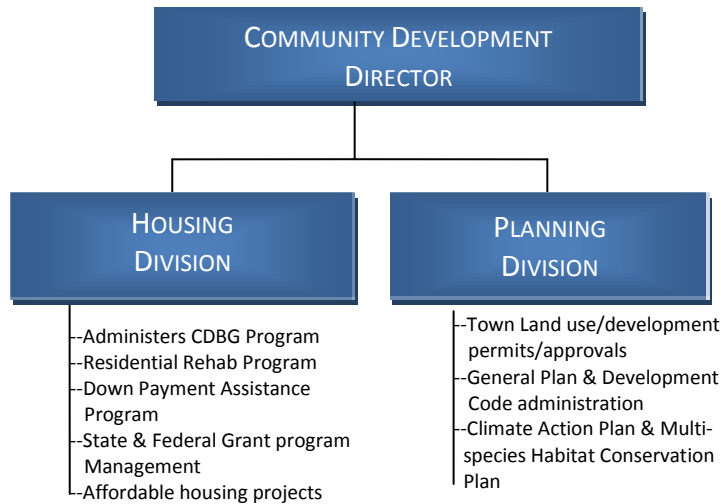
\$281,250 is 62.5% of the projected revenues.

## 2013/14 Community/Economic Development Expenditures

Community Development	719,950
Engineering	350,600
Economic Development	96,540
Total-Econ. & Community Development Services	<u>1,167,090</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 the following major functions: Administering various housing development projects, rehabilitation and purchase programs (down payment assistance); expediting the Town’s land development and entitlement processes in conformance with its Economic Development Strategy, Administering and maintaining the 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

**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. The Housing Division provides staff support to the Community Development Citizens Advisory Committee (CDCAC) which provides recommendations to the Council in regards to administering funds through the Town’s Consolidated Five-Year Action Plan. 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 and a Senior Planner will conduct both Planning and Housing functions.

**Planning Division:** Administers and maintains the General Plan and Development Code, Climate Action Plan (Greenhouse Gas Emissions), develops and maintains Specific Plans, serves as lead for all Town land use/development approvals and entitlements, 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. The Planning Division also administers the Town's GIS system. Due to recent cut backs in staff for the Planning Division some Planning Division staff members provide services to other divisions such as the Housing Division, Town Manager's office and Economic Development.

## 2012-13 HIGHLIGHTS

- Approved over 110,000 square feet of commercial/office space.
- Awarded \$800,000 grant from the US Fish and Wildlife Service for the completion of the Town's Multi-Species Habitat Conservation Plan.
- Processed agreements and Down Payment Assistance for the Happy Trails Villas housing project 34-condominiums
- Successfully provided assistance to 18 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 15 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 2012-2013 Home Investment Partnerships Grant (HOME) in the amount of \$513,588.
- Successfully administered the FY 2012-2013 (100% spend down, including audit) and 2012/2013 Community Development Block Grant program years, including \$581,334 for FY 2012/2013 and \$552,267 for FY 2013-2014 and public services funding for 8 non-profit entities
- Completed grant applications for use towards obtaining additional Cal Home Grant funds.
- Completed 3 Development Code Amendments in 2012-2013.
- Administered the purchase of a 10-acre vacant property for future development of low-income housing through the NSP-3 funds.

## 2013-14 GOALS AND OBJECTIVES

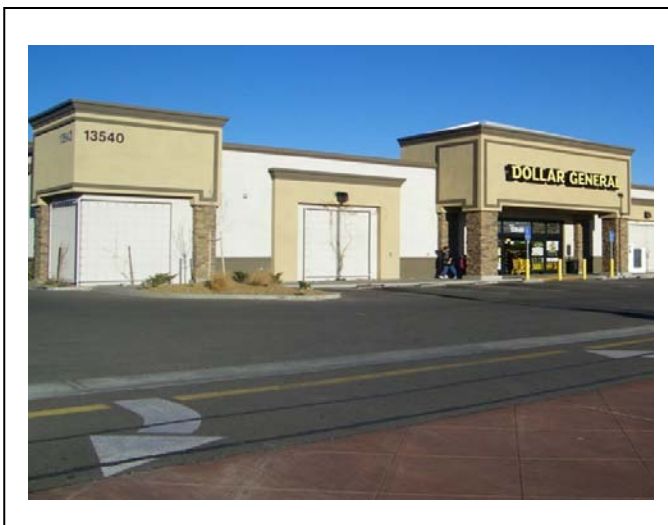
- Complete and Adopt the update to the Housing Element.
- Complete update and inventory of Climate Action Plan.
- Proceed with acquiring additional property or existing rehabilitation through the use of NSP 3 funding for future low income housing projects.
- Facilitate NAVISP Infrastructure Planning and Development (to include Infrastructure Expansion Plan; Financing Alternatives)
- Pursue obtaining additional Cal Home grant funds to continue existing housing programs in upcoming years.
- 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 complete Development Code for the Town's Sphere of Influence
- Approve project entitlements faster than any other community in California
- Continue to administer CDBG, HOME and Cal HOME grant funds.



**Performance and Workload Measures – Community Development\***

	<b>Actual 2012-2013</b>	<b>Goal 2013-2014</b>	<b>Estimate 2013-2014</b>
NAVISP projects	0	n/a	2
County Land Use staff meetings for Sphere Overlay Development Code preparation	3	n/a	6
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	100%	80%	n/a
Process project entitlements requiring administrative approval within 30 days of application deemed complete	93%	80%	n/a
Staff support of Planning Commission Mtgs.	10	n/a	16
Staff support of Development Advisory Board meetings	9	n/a	20
# of entitlements/permits processed	180	n/a	240
Complete the sale of the units in the Happy Trails Villas project for affordable ownership	32	2	2
Provide 0% deferred payment loans to homeowners for the purpose of making repairs to their homes	18	25	25
Down Payment Assistance	15	50	50
Conduct Foreclosure Prevention Workshops	2	n/a	4
Provide Fair Housing Services	30	n/a	30
Provide Landlord/Tenant mediation services	303	n/a	300
Serve seniors with home repair and transportation services	80	n/a	110
Rent/Mortgage Assistance programs	22	n/a	25

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

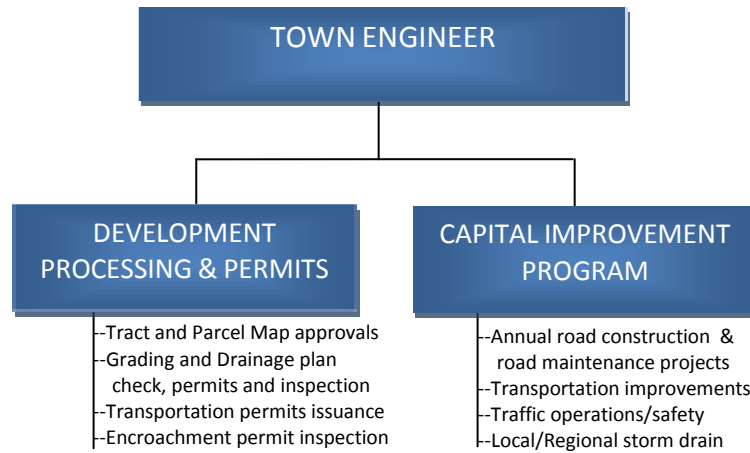


**PLANNING-COMMUNITY DEVELOPMENT 1001-4610**

<b>Code</b>	<b>Expenditure Classification</b>	<b>Actual Expense 2010-11</b>	<b>Actual Expense 2011-12</b>	<b>Amended Budget 2012-13</b>	<b>Estimated Expense 2012-13</b>	<b>% of Budget Expended</b>	<b>Adopted Budget 2013-14</b>
<b>Personnel Services</b>							
7010	Salaries & Wages, Permanent	442,693	420,982	413,763	413,763	100.0%	399,407
7020	Salaries & Wages, Part-time	6,000	12,187	18,194	18,194	100.0%	25,260
7110	Cafeteria Benefits	58,534	53,846	53,021	53,021	100.0%	47,000
7120	Deferred Comp	8,901	8,469	10,947	10,947	100.0%	11,192
7130	FICA	366	700	-	-		-
7150	Medicare	6,463	6,257	6,435	6,435	100.0%	6,225
7160	PERS	96,114	103,456	88,528	88,528	100.0%	87,876
<b>Total Personnel</b>		<b>619,071</b>	<b>605,898</b>	<b>590,888</b>	<b>590,888</b>	<b>100.0%</b>	<b>576,960</b>
<b>Operations &amp; Maintenance</b>							
7205	Advertising	1,094	4,430	3,500	3,500	100.0%	3,500
7229	Education & Training	3,136	5,481	5,250	5,250	100.0%	5,500
7241	Meetings & Conferences	4,127	10,659	7,350	7,350	100.0%	7,700
7247	Memberships & Dues	1,330	1,547	1,575	1,575	100.0%	3,400
7253	Mileage	836	1,820	7,640	7,640	100.0%	8,040
7265	Office Supplies	6,834	1,724	2,000	2,000	100.0%	2,000
7277	Printing	13	419	500	500	100.0%	-
7289	Subscriptions	199	461	1,500	1,500	100.0%	1,100
7350	Public Information	-	-	500	500	100.0%	750
8940	Contracted Services and	300,832	95,259	86,500	86,500	100.0%	106,000
8968	Filing Fees	18,512	15,501	20,000	20,000	100.0%	5,000
<b>Total Operations &amp; Maint.</b>		<b>336,913</b>	<b>137,300</b>	<b>136,315</b>	<b>136,315</b>	<b>100.0%</b>	<b>142,990</b>
9120	Capital Outlay	9,994	-	-	-	0.0%	-
<b>Total Capital Outlay</b>		<b>9,994</b>	<b>-</b>	<b>-</b>	<b>-</b>		<b>-</b>
<b>Department Total</b>		<b>965,978</b>	<b>743,198</b>	<b>727,203</b>	<b>727,203</b>	<b>100.0%</b>	<b>719,950</b>

<b>Personnel Schedule</b>	<b>Actual 2010-11</b>	<b>Actual 2011-12</b>	<b>Actual 2012-13</b>	<b>Adopted 2013-14</b>
<b>Full Time:</b>				
Community Development Director	0.00	0.00	1.00	0.82
Asst. Dir. of Community Development	1.00	1.00	0.00	0.00
Senior Planner	2.00	2.00	1.92	1.91
Associate Planner	2.00	2.00	0.85	0.85
Assistant Planner	1.00	1.00	0.00	0.00
Administrative Secretary	1.00	1.00	0.90	0.50
<b>Part Time:</b>				
Intern	0.00	1.00	0.50	0.50
Planning Commissioners	1.25	1.25	1.25	1.25
<b>Total FTE's:</b>	<b>8.25</b>	<b>9.25</b>	<b>6.42</b>	<b>5.83</b>

# ENGINEERING DEPARTMENT



## PROGRAM INFORMATION

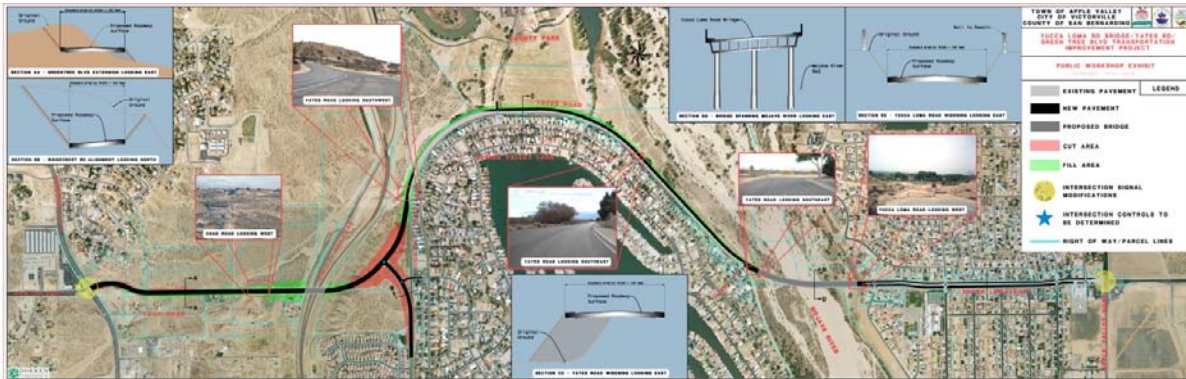


The Engineering Services Department provides services essential toward the advancement and accomplishment of the top four Apple Valley Vision 2020 Priority Goals and Objectives. The first and foremost Vision 2020 Goal is **Transportation**, and the Engineering Department is the Town's lead agency working 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.



## ENGINEERING DEPARTMENT

**Engineering Department (Authorized # of FTEs are 11.0; Budgeted # of FTEs are 6.8):** Implements CIP and develops and constructs Local and Regional storm drain systems as a part of Town Public infrastructure program and Vision 2020 Goal #4, processes, reviews, approves, permits and inspects development related construction as a part of Vision 2020 goal #2, develops and maintains the Public Safety Standard relating to traffic operations, traffic safety and pedestrian safety as a part of Vision 2020 goal #3, develops local and regional Transportation networks as part of Vision 2020 Goal #1.



### 2012-13 HIGHLIGHTS

- Maintained all outside agency permits for the Yucca Loma Bridge project
- Approved the 204,733-square-foot TruBlu Project
- Secured funding for completion of the median street improvements along Highway 18 between Navajo and Central Roads
- Acquired Right of Way certification for the future site of the Yucca Loma Bridge
- CIP Projects Constructed:
  - Designed and constructed Highway 18 Median, Project Phases 2, 3 and 4 in the Village Business District.
  - Completed two Micro-Surface projects totaling 60-miles of Town roads
  - Widen Kasota Road at SR 18 to provide left turn lanes
  - Town/County Cooperative Paving Project of Dale Evans Parkway, from Interstate 15 to Johnson Road
  - Town/County Cooperative Paving Project of Central Road south of Bear Valley Road
  - Town/County Cooperative Paving Project of Joshua Road, from SR18 to Standing Rock Road
  - Constructed bus stop improvements, Outer Highway 18, east of Kasota Road
  - Improved drainage facility at Muni Road at Wato Road
- CIP Projects Awarded, In Progress, or Nearing Completion:
  - Awarded the Yucca Loma Bridge Construction Management contract.
  - Second phase of the Kiowa Road Rehabilitation Project, from Del Oro Road to Tussing Ranch Road
  - Town-wide Micro-Surface Project
  - Yucca Loma Road Undergrounding, from Apple Valley Road to Rincon Road – U.U.D.3
  - Traffic Signal Installation, Bear Valley Road at Mohawk Road
  - Kiowa Road, from Del Oro Road to Tussing Ranch Road
- CIP Projects in Design:
  - Yucca Loma Bridge
  - High Desert Corridor
  - Widen Rancherias Road, north of SR-18 to Zuni Road
  - Yucca Loma Road Undergrounding, from Mohawk Road to Rancherias Road – U.U.D.4
  - Apple Valley Road at SR-18 Re-alignment
  - Town-wide Micro-Surface PMS Project
  - Mojave River Bridge, (Bear Valley Road Bridge), Structural Analysis and Rehabilitation
- 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
  - Navajo Road and Lafayette Road improvements for the TruBlu project

## 2013-14 GOALS AND OBJECTIVES

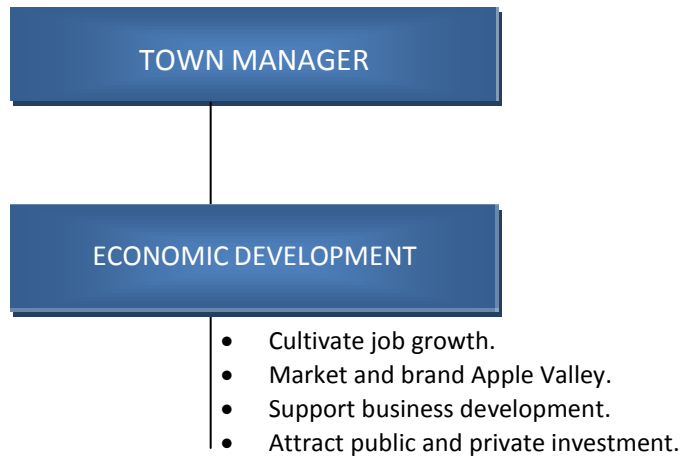
- Begin construction of the Yucca Loma Bridge project, which is the Town's #1 transportation project.
- Serve as the Flood Plain Administrator, working with FEMA to manage storm related public hazards within our community.
- Develop Public Infrastructure and completion of the Annual Capital Improvement Program, particularly in the areas of streets, sidewalks, traffic signals, storm drains, dry wells, and traffic management related signage and markings.
- Continue to work closely with SCE to underground utilities along Yucca Loma Road east of Apple Valley Road, in preparation for the future street improvements of the Yucca Loma corridor project. Project extends as far east as Navajo Rd.
- 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 develop a Regional Retention/Detention facility at Tussing Ranch Road and Juniper Road.
- Receive funding and award contract for structural engineering consultant services to analyze and rehab the existing Bear Valley Road Bridge.
- 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.

<b>Performance and Workload Measures - Engineering</b>			
	<b>Actual 2012-2013</b>	<b>Goal 2012-2013</b>	<b>Goal 2013-2014</b>
Complete CIP projects	9	7	9
Complete design phase and bid CIP projects	9	7	9
Average # of active, funded CIP projects	6	6	6
# of Planning projects reviewed and conditioned	12	15	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	90%	90%	100%
Revisions to engineering plan checks and map checks reviewed in less than 7 working days	80%	80%	100%

<b>ENGINEERING 1001-4410</b>							
<b>Code</b>	<b>Expenditure Classification</b>	<b>Actual Expense 2010-11</b>	<b>Actual Expense 2011-12</b>	<b>Amended Budget 2012-13</b>	<b>Estimated Expense 2012-13</b>	<b>% of Budget Expended</b>	<b>Adopted Budget 2013-14</b>
	Operations & Maintenance						
7265	Office Supplies	209	201	400	400	100.0%	400
7277	Printing	120	125	200	200	100.0%	200
7970	Small Tools	627	-	-	-	0.0%	-
8964	Engineering Contractor	328,754	335,725	350,000	350,000	100.0%	350,000
	<b>Total Operations &amp; Maint.</b>	<b>329,710</b>	<b>336,052</b>	<b>350,600</b>	<b>350,600</b>	<b>100.0%</b>	<b>350,600</b>
	<b>Department Total</b>	<b>329,710</b>	<b>336,052</b>	<b>350,600</b>	<b>350,600</b>	<b>100.0%</b>	<b>350,600</b>

# ECONOMIC DEVELOPMENT



## DESCRIPTION

The Town Manager’s Economic Development Office is the business attraction 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
- Promote “Get a Slice of the Apple” and “Select Apple Valley” brand, marketing literature and [getaslice.org](http://getaslice.org) website
- Attend, exhibit and speak at industry tradeshows, conferences and summits
- Promote acquisition of property for public/private enterprise and to increase housing supply
- 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, funding 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 development services and programs
- Manage the newly formed Successor Agency, including administrative support to the Oversight Board



The Economic Development 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: Promote Apple Valley's safe neighborhoods and low crime rates

## PROGRAM CHANGES FOR 2013-14

Two years since the passage of AB1X 26, Apple Valley continues to unwind the former redevelopment agency programs. The Successor Agency continues to administer enforceable obligations and ongoing contracts related to the Yucca Loma Bridge Corridor Project, disposition of financial assets, and administrative to the Oversight Board.

The Economic Development Office continues to expand its marketing presence, recently updating marketing materials and the getaslice.org website designed specifically to interface with site selection consultants, commercial real estate brokers and developers and tenant representatives. Moreover, the Office is growing its social media presence to quickly and efficiently interact with its target audience in real time, with up-to-date information and activities. During 2013-14, the Office will attend and host key events, engaging targeted industry representatives, in an effort to expand the awareness of its product offerings in residential, commercial and industrial development opportunities. As the commercial real estate market rebounds, Apple Valley will be ready to capture expanding industries entering the High Desert region.

The Office recently joined with the other High Desert cities to create and implement a regional marketing effort, Opportunity High Desert (OHD). Conceived out of the ashes of the former redevelopment agencies, the cities established this collaborative effort to leverage limited staff and financial resources. During 2012-13, the cities, led by their city managers and economic development staff, established a budget and implemented a marketing strategy for ICSC RECon. The first fruits of their labor debuted at ICSC RECon, the world's largest retail tradeshow and conference in Las Vegas in May 2013, and featured one tradeshow booth under one unified logo and banner and provided marketing material for the region. While branding and marketing the broader High Desert for business and job attraction purposes, the cities also showcased their respective available commercial properties. Gaining momentum and a sense of teamwork, the cities pledged an additional level of funding, into 2013-14, for future economic development activities including attendance at upcoming industrial tradeshows and establishing a more comprehensive marketing campaign to potentially include collateral materials, a website, and a social media profile.



## 2012-13 HIGHLIGHTS

- Preserved funding for key capital projects listed on the Recognized Obligation Payment Schedule, including Yucca Loma Bridge Corridor
- Attended Industrial Asset Management Council (IAMC) educational and networking conference
- Attended Team California's Meet the Site Selection Consultants Forum
- Served as Board Member to High Desert Opportunity (HDO); served as Chairman of Program Committee; attracted CoreNet Global marketing partnership
- Served as Board Member to Team California, the state's economic development marketing arm
- Served as liaison to AV Village PBID Association and championed for successful 5-year extension of PBID
- Updated getaslice.org, an economic development focused website
- Supported ongoing Town-wide roll out of new logo, business cards and brand image
- Named one of "least costly cities for doing business" by Kosmont Companies/Rose Institute
- Attended International Council of Shopping Centers (ICSC) tradeshows
- Served on Town's Development Advisory Board and Development Review Committee
- Served on planning committee for County's Regional Job Fair
- Presented on-camera for Economic Summit, hosted by VVC Foundation and American Red Cross
- Hosted High Desert Hispanic Chamber of Commerce Small Business Assistance Day
- Negotiated business-retention agreement with AV Chamber of Commerce; served as Ex-Officio Member
- Presented "post-redevelopment strategies" speech at City County Conference



## 2013-14 GOALS AND OBJECTIVES

- Advocate for legislation to create and fund state economic development tools and programs
- Continue marketing of "Get a Slice of the Apple" and "Select Apple Valley" 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 Opportunity High Desert and other 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 and market reports
- Administer and preserve Successor Agency funding for key capital improvement projects, including Yucca Loma Bridge Corridor project
- Support development of the High Desert Corridor
- Support Apple Valley Chamber of Commerce and Village PBID Association

	<b>Estimated FY 2012-13</b>	<b>Goal FY 2013-14</b>
1. New business openings and license renewals		100
2. Advertise in industry publications and other trade media	5	7
3. Create new economic development initiative, program and/or service	2	3
4. Speak, attend and/or exhibit at industry conferences and tradeshow	10	12
5. Conduct prospective business meetings and site tours	12	20
6. Lead management and ongoing correspondence with key business prospects	25	30
7. Serve on economic development associations boards and committees	6	6
8. Support educational, vocational, trade and skill-training initiatives	3	5
9. Secure funding for capital improvement projects	3	5
10. New single family and multi-family residential permits	45	75



<b>ECONOMIC DEVELOPMENT 1001-4310</b>							
<b>Code</b>	<b>Revenue Classification</b>	<b>Actual Expense 2010-11</b>	<b>Actual Expense 2011-12</b>	<b>Amended Expense 2012-13</b>	<b>Estimated Expense 2012-13</b>	<b>% of Budget Expended</b>	<b>Adopted Budget 2013-14</b>
<b>Personnel Services</b>							
7020	Salaries - Part-time	-	-	6,194	6,194	100%	6,630
7150	Medicare	-	-	90	90	100%	96
7160	PERS	-	-	0	0	0%	414
<b>Total Personnel</b>		-	-	<b>6,284</b>	<b>6,284</b>	<b>100%</b>	<b>7,140</b>
<b>Operations &amp; Maintenance</b>							
7205	Advertising	-	-	2,000	2,000	100%	2,000
7229	Education & Training	-	75	4,300	4,300	100%	4,300
7241	Meetings & Conferences	-	-	6,350	6,350	100%	4,950
7247	Memberships & Dues	-	-	5,200	5,200	100%	5,700
7253	Mileage	-	-	500	500	100%	500
7259	Miscellaneous	-	-	250	250	100%	250
7265	Office Supplies	-	-	500	500	100%	500
7271	Postage	-	-	500	500	100%	500
7277	Printing	-	-	1,250	1,250	100%	1,500
7289	Subscriptions	-	70	4,000	4,000	100%	1,700
7330	Hardware/Software	-	-	750	750	100%	750
7515	Marketing	-	-	13,000	13,000	100%	13,000
7584	Sponsorships	-	-	10,200	10,200	100%	9,250
7640	Events & Tradeshows	-	-	13,750	13,750	100%	34,500
8940	Contracted Services	-	-	10,000	10,000	100%	10,000
<b>Total Operations and Maintenance</b>		-	<b>145</b>	<b>72,550</b>	<b>72,550</b>	<b>100%</b>	<b>89,400</b>
<b>Department Total</b>		-	<b>145</b>	<b>78,834</b>	<b>78,834</b>	<b>100%</b>	<b>96,540</b>

<b>Personnel Schedule</b>	<b>Actual 2010-11</b>	<b>Actual 2011-12</b>	<b>Actual 2012-13</b>	<b>Adopted 2013-14</b>
<b>Part Time:</b>				
Economic Development Intern	0.00	0.00	0.25	0.25
<b>Total FTE's:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.25</b>	<b>0.25</b>

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Town of Apple Valley



**Town of Apple Valley**  
**Capital Improvement Plan**  
**FY 2013-2014 Budget by Funding Source**

	Measure I	TIF/DIF	RDA-Bond	Grants	General Fund	Wastewater	Totals
<b>Estimated Beginning CIP Resources Available</b>							
at July 1, 2013	5,872,423	9,370,520	14,000,000	-			
<b>Estimated Revenues</b>	1,603,000	516,500		6,268,350			
<b>Total Resources Available</b>	7,475,423	9,887,020	14,000,000	6,268,350			
<b>Project # Preliminary Design</b>							
9282 Bear Valley Bridge (Mojave River Bridge)	330,000	-	-	442,650	1		772,650
9336 Dale Evans Parkway @ Waalew Road (Realignment)	100,000	-	-	-			100,000
9390 High Desert Corridor	25,000	-	-	-			25,000
9590 Yucca Loma Road-Undergrounding	25,000	-	-	-			25,000
<b>Full Design</b>							
3 Civic Center Parking Lot Circulation Improvements	15,000	-	-	-			15,000
9410 Hwy 18 West End Widening (Phase 1, AVR Realignment)	250,000	-	-	-			250,000
9536 Ramona Road Widening (Navajo Rd to Central Rd)	66,500	-	-	-			66,500
9442 Yucca Loma Elementary School - SRTS	15,000	-	-	-			15,000
9595 Yucca Loma Road Widening (Apple Valley Rd to Rincon Rd)	500,000	-	-	-			500,000
<b>Construction</b>							
9205 Apple Valley Road @ Bear Valley Rd SE Corner Improvements	-	390,000	TIF	-			390,000
9208 Apple Valley Road @ Town Center Dr Improvements	-	100,000	TIF	-			100,000
Bear Valley Bike Path	-	-	-	355,700	2		
8940 Civic Center Parking Lot Circulation Improvements	75,000	-	-	-			75,000
9410 Hwy 18 West End Widening (Phase 1, AVR Realignment)	100,000	-	-	-			100,000
9442 Kiowa Road Widening (Bear Valley to Tussing Ranch Rd)	-	358,000	TIF	-	358,000	3	716,000
9367 Misc. Storm Damage Repairs, Upgrades & Dry Wells	-	100,000	DIF	-	-		100,000
9460 Nakash Road Resurfacing	90,000	-	-	-			90,000
9475 Navajo Road Rehabilitation (Bear Valley Rd to Hwy 18)	600,000	-	-	-			600,000
9525 Paving Priorities (50% Categorical / 50% Non-Categorical)	1,000,000	-	-	-			1,000,000
9538 Rancherias Road Resurfacing (SR18 to 1,000' north)	640,000	-	-	60,000	4		700,000
9563 Rancho Verde Elementary School - SR2S	20,000	-	-	492,000	5		512,000
8940 Review and upgrade of the exist. bike lane network installation	-	-	-	60,000	4		60,000
6 SANBAG Congestion Management Plan	5,000	-	-	-			5,000
9284 Signal, BVR@Mohawk Rd	-	55,000	TIF	-	350,000	6	405,000
9588 Yucca Loma Bridge	-	600,000	TIF	12,400,000	-		13,000,000
9595 Yucca Loma Road Widening (YLB to Apple Valley Rd)	-	3,850,000	TIF	1,600,000	4,150,000	7,8	9,600,000
<b>Road Total</b>	3,856,500	5,453,000		14,000,000	6,268,350		29,222,150

Town of Apple Valley

Capital Improvement Plan

FY 2013-2014 Budget by Funding Source

Measure I	TIF/DIF	RDA-Bond	Grants	General Fund	Wastewater	Totals
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**General Fund**

Town Hall Rear Parking Lot Paving 18,000

Upgrades in Emergency Operations Center 10,000

**General Fund Total 28,000**

**Wastewater**

Sewer Manhole Rehabilitation, Various Locations 100,000

**Wastewater Total 100,000**

**Capital Projects Total 3,856,500**

5,453,000 14,000,000 6,268,350 28,000 100,000 29,705,850

**Estimated Ending CIP Resources Available June 30, 2014 3,618,923 4,434,020 - -**

- \* Other Funding Sources
- 1) HBP = Highway Bridge Program - Federal Grant
- 2) Caltrans Bicycle Facilities Utility
- 3) SLPP = State Local Partnership Program
- 4) LTF = Local Transportation Funds
- 5) SR2S = State Routes to School
- 6) HSIP = Highway Safety Improvement Program
- 7) Z4 FC = Zone 4 Flood Control - county
- 8) STP = Surface Transportation Program - county
- TIF = Transportation Impact Fees (fund 4410)
- DIF = Storm Drainage Facilities Fees (fund 4760)

**Town of Apple Valley  
Capital Improvement Plan  
7 Year Plan 2013-2020**

Projects	13/14	14/15	15/16	16/17	17/18	18/19	19/20	Totals
<b>Road Projects</b>								
<b>Preliminary Design</b>								
Bear Valley Bridge (Mojave River Bridge)	772,650	-	-	-	-	-	-	772,650
Dale Evans Parkway @ Waalew Road (Realignment)	100,000	100,000	-	-	-	-	-	200,000
High Desert Corridor	25,000	25,000	25,000	25,000	25,000	25,000	25,000	175,000
Yucca Loma Road - Undergrounding	25,000	-	-	-	-	-	-	25,000
<b>Full Design</b>								
Bear Valley Bridge (Mojave River Bridge)	-	1,500,000	-	-	-	-	-	1,500,000
Central Road, from SR18 to Bear Valley Road	-	100,000	-	-	-	-	-	100,000
Civic Center Parking Lot Circulation Improvements	15,000	-	-	-	-	-	-	15,000
Dale Evans Parkway @ Waalew Road (Realignment)	-	300,000	-	-	-	-	-	300,000
Hwy 18 West End Widening (Phase 1, AVR Realignment)(co)	250,000	-	-	-	-	-	-	250,000
Ramona Road Widening (Navajo Rd to Central Rd)	66,500	-	-	-	-	-	-	66,500
Standing Rock Road Realignment / Hwy 18 Signal	-	400,000	-	-	-	-	-	400,000
Yucca Loma Elementary School - SRTS	15,000	-	-	-	-	-	-	15,000
Yucca Loma Road Widening (Apple Valley Rd to Rincon Rd)	500,000	-	-	-	-	-	-	500,000
<b>Construction</b>								
Apple Valley Road @ Bear Valley Rd SE Corner Improvements	390,000	-	-	-	-	-	-	390,000
Apple Valley Road @ Town Center Dr Improvements	100,000	-	-	-	-	-	-	100,000
Bear Valley Bike Path	355,700	-	-	-	-	-	-	355,700
Bear Valley Bridge (Mojave River Bridge)	-	-	-	18,000,000	-	-	-	18,000,000
Central Road, from SR18 to Bear Valley Road	-	-	660,000	660,000	-	-	-	1,320,000
Civic Center Parking Lot Circulation Improvements	75,000	-	-	-	-	-	-	75,000
Dale Evans Parkway @ Waalew Road (Realignment)	-	-	400,000	-	-	-	-	400,000
Deep Creek Road, from Bear Valley Road to Tussing Ranch	-	-	300,000	-	-	-	-	300,000
Hwy 18 West End Widening (AVR to TAO)	-	-	-	-	11,000,000	-	-	11,000,000
Hwy 18 West End Widening (Phase 1, AVR Realignment)	100,000	500,000	1,500,000	3,000,000	-	-	-	5,100,000
Kiowa Road Widening (Bear Valley to Tussing Ranch Rd)(C-O)	716,000	-	-	-	-	-	-	716,000
Misc. Storm Damage Repairs, Upgrades & Dry Wells	100,000	100,000	100,000	100,000	-	-	-	400,000
Nakash Road Resurfacing	90,000	-	-	-	-	-	-	90,000
Navajo Road Rehabilitation (Bear Valley Rd to Hwy 18)	600,000	-	-	-	-	-	-	600,000
Paving Priorities (50% Categorical/50% Non-Categorical)	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	7,000,000
Ramona Road Widening (Navajo Rd to Central Rd)	-	665,000	-	-	-	-	-	665,000
Rancherias Road Resurfacing (SR18 to 1,000' north)	700,000	-	-	-	-	-	-	700,000
Rancho Verde Elementary School - SR2S	512,000	-	-	-	-	-	-	512,000
Review and upgrade of the existing bike lane network installation	60,000	60,000	-	-	-	-	-	120,000
SANBAG Congestion Management Plan	5,000	-	-	-	-	-	-	5,000
Signal, BVR@Mohawk Rd (carry-over)	405,000	-	-	-	-	-	-	405,000
Standing Rock Road Realignment / Hwy 18 Signal	-	-	1,250,000	1,250,000	-	-	-	2,500,000
Yucca Loma Bridge	13,000,000	14,000,000	1,200,000	-	-	-	-	28,200,000
Yucca Loma Elementary School - SRTS	-	350,000	-	-	-	-	-	350,000
Yucca Loma Road Widening (Apple Valley Rd to Rincon Rd)	-	5,500,000	-	-	-	-	-	5,500,000
Yucca Loma Road Widening (YLB to Apple Valley Rd)	9,600,000	-	-	-	-	-	-	9,600,000
<b>Road Total</b>	<b>29,577,850</b>	<b>24,600,000</b>	<b>6,435,000</b>	<b>24,035,000</b>	<b>12,025,000</b>	<b>1,025,000</b>	<b>1,025,000</b>	<b>98,722,850</b>

**Town of Apple Valley  
Capital Improvement Plan  
7 Year Plan 2013-2020**

Projects	13/14	14/15	15/16	16/17	17/18	18/19	19/20	Totals
<b>General Fund Projects</b>								
Town Hall Rear Parking Lot Paving	18,000	-	-	-	-	-	-	18,000
Upgrades in Emergency Operations Center	10,000	-	-	-	-	-	-	10,000
<b>General Fund Total</b>	<b>28,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>28,000</b>
<b>Wastewater Projects</b>								
Sewer Manhole Rehabilitation, Various Locations	100,000	100,000	100,000	100,000	100,000	100,000	100,000	700,000
<b>Wastewater Total</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>700,000</b>
<b>Total Capital Improvements Projects</b>	<b>29,705,850</b>	<b>24,700,000</b>	<b>6,535,000</b>	<b>24,135,000</b>	<b>12,125,000</b>	<b>1,125,000</b>	<b>1,125,000</b>	<b>99,450,850</b>



**Town of Apple Valley  
Capital Improvement Project  
FY 2013-2014**

**Apple Valley Road @ Bear Valley SE Corner Improvements**

**Project #:9205**

**Project Cost:** \$390,000

**Previous Cost:** \$ -

**O&M Impact:** \$ -

**Department:** Engineering

**Location:** Apple Valley Road

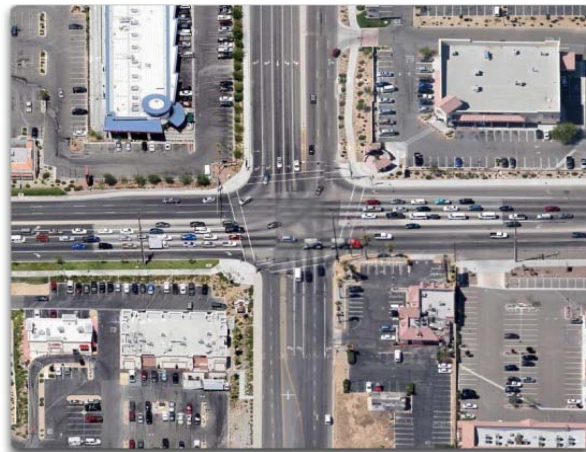
**Description:**

The improvements for this project will be constructed in coordination with the future project developer on the southeast corner of Apple Valley Road and Bear Valley Road. Improvements were 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 SE corner 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	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	5 Year Total
Architect Fees						0
Construction	375,000					375,000
Engineering Fees	2,500					2,500
Equipment	12,500					12,500
Inspection						0
Land Acquisition						0
Other Costs						0
<b>Total</b>	<b>390,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>390,000</b>

Funding Sources	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	5 Year Total
Transportation Impact Fees	390,000					390,000
Developer Payment	(150,000)					(150,000)
<b>Total</b>	<b>240,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>240,000</b>

Operating & Maintenance Budget Impact	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	5 Year Total
Operations						0
Maintenance						0
Capital Outlay						0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>





**Town of Apple Valley  
Capital Improvement Project  
FY 2013-2014**

**Hwy 18 West End Widening (Phase 1, AVR Realignment)**

**Project #: 9410**

**Project Cost:** \$5,350,000

**Previous Cost:** \$ -

**O&M Impact:** \$ -

**Department:** Engineering

**Location:** Hwy 18



**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 were 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	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	5 Year Total
Architect Fees						0
Construction			1,500,000	3,000,000		4,500,000
Engineering Fees	250,000					250,000
Equipment						0
Inspection						0
Land Acquisition	100,000	500,000				600,000
Other Costs						0
<b>Total</b>	<b>350,000</b>	<b>500,000</b>	<b>1,500,000</b>	<b>3,000,000</b>	<b>0</b>	<b>5,350,000</b>

Funding Sources	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	5 Year Total
Measure I Local	350,000	500,000	1,500,000	3,000,000		5,350,000
<b>Total</b>	<b>350,000</b>	<b>500,000</b>	<b>1,500,000</b>	<b>3,000,000</b>	<b>0</b>	<b>5,350,000</b>

Operating & Maintenance Budget Impact	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	5 Year Total
Operations						0
Maintenance						0
Capital Outlay						0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Town of Apple Valley  
Capital Improvement Project  
FY 2013-2014**

**Apple Valley Rd @ Town Center Dr 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	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	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
<b>Total</b>	<b>100,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>100,000</b>

Funding Sources	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	5 Year Total
Transportation Impact Fees	100,000					100,000
<b>Total</b>	<b>100,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>100,000</b>

Operating & Maintenance Budget Impact	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	5 Year Total
Operations						0
Maintenance						0
Capital Outlay						0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



**Town of Apple Valley  
Capital Improvement Project  
FY 2013-2014**

**Bear Valley Bridge Rehabilitation (Mojave River Bridge)**

**Project #: 9282**

**Project Cost:** \$20,272,650

**Previous Cost:** \$ -

**O&M Impact:** \$ -

**Department:** Engineering

**Location:** Bear Valley Bridge

**Description:**

The improvements for this project will be constructed in The Engineering Department has retained a consultant for structural engineering services to help analyze and rehab the existing Bear Valley Road Bridge. The consultant will also prepare engineering design 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. The Engineering Department has successfully applied for federal funds under the Highway Bridge Program (HBP). Tasks to be completed for this project include bridge evaluation and analysis, environmental clearance, bridge rehabilitation and widening design plans.

Description of Expenditures	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	5 Year Total
Architect Fees						0
Construction				18,000,000		18,000,000
Engineering Fees	772,650	1,500,000				2,272,650
Equipment						0
Inspection						0
Land Acquisition						0
Other Costs						0
<b>Total</b>	<b>772,650</b>	<b>1,500,000</b>	<b>0</b>	<b>18,000,000</b>	<b>0</b>	<b>20,272,650</b>

Funding Sources	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	5 Year Total
Measure I Local	330,000	172,050		2,064,600		2,566,650
HBP	442,650	1,327,950		15,935,400		17,706,000
<b>Total</b>	<b>772,650</b>	<b>1,500,000</b>	<b>0</b>	<b>18,000,000</b>	<b>0</b>	<b>20,272,650</b>

Operating & Maintenance Budget Impact	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	5 Year Total
Operations						0
Maintenance						0
Capital Outlay						0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>





**Town of Apple Valley  
Capital Improvement Project  
FY 2013-2014**

**Signal, Bear Valley Rd @ Mohawk Rd**

**Project #: 9284**

**Project Cost:** \$405,000

**Previous Cost:** \$ -

**O&M Impact:** \$ -

**Department:** Engineering

**Location:** Bear Valley Road

**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	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	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
<b>Total</b>	<b>405,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>405,000</b>

Funding Sources	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	5 Year Total
Transportation Impact Fees	55,000					55,000
Highway Safety Imprvmt Fund	350,000					350,000
<b>Total</b>	<b>405,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>405,000</b>

Operating & Maintenance Budget Impact	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	5 Year Total
Operations						0
Maintenance						0
Capital Outlay						0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



**Town of Apple Valley  
Capital Improvement Project  
FY 2013-2014**

**Review & Upgrade Existing Bike Lane Network Installation**

**Project #: 8940**

**Project Cost:** \$120,000

**Previous Cost:** \$ -

**O&M Impact:** \$ -

**Department:** Engineering

**Location:** Apple Valley

**Description:**

This project will ensure that the Town's existing bike lane network meets current standards set by Caltrans' recently updated MUTCD. This will be achieved by changing classifications or adding appropriate signage. The project will consist of reviewing and modifying outdated and deficient existing facilities and revising existing street or road plans to reflect the upgrades to current standards.

Description of Expenditures	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	5 Year Total
Architect Fees						0
Construction	60,000	60,000				120,000
Engineering Fees						0
Equipment						0
Inspection						0
Land Acquisition						0
Other Costs						0
<b>Total</b>	<b>60,000</b>	<b>60,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>120,000</b>

Funding Sources	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	5 Year Total
LTF	60,000	60,000				120,000
<b>Total</b>	<b>60,000</b>	<b>60,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>120,000</b>

Operating & Maintenance Budget Impact	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	5 Year Total
Operations						0
Maintenance						0
Capital Outlay						0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Town of Apple Valley  
Capital Improvement Project  
FY 2013-2014**

**Civic Center Parking Lot Circulation Improvements**

**Project #: 8940**

**Project Cost:** \$90,000

**Previous Cost:** \$ -

**O&M Impact:** \$ -

**Department:** Engineering

**Location:** Civic Center



**Description:**

This project entails the design and construction of improvements to the Civic Center's main entrance and parking lot. The proposed improvements will increase the width of the driveway entrance, modify traffic patterns within the parking lot, and improve pedestrian access. Tasks for this project include: developing engineered construction drawings, relocating a traffic signal pole and a light standard, partial removal of the existing onsite curb, asphalt and landscaping, constructing new curb, sidewalk and asphalt pavement, and associated striping.

Description of Expenditures	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	5 Year Total
Architect Fees						0
Construction	75,000					75,000
Engineering Fees	15,000					15,000
Equipment						0
Inspection						0
Land Acquisition						0
Other Costs						0
<b>Total</b>	<b>90,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>90,000</b>

Funding Sources	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	5 Year Total
Measure I	90,000					90,000
<b>Total</b>	<b>90,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>90,000</b>

Operating & Maintenance Budget Impact	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	5 Year Total
Operations						0
Maintenance						0
Capital Outlay						0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Town of Apple Valley  
Capital Improvement Project  
FY 2013-2014**

**Dale Evans Parkway @ Waalew Road Realignment**

**Project #: 9336-5000**

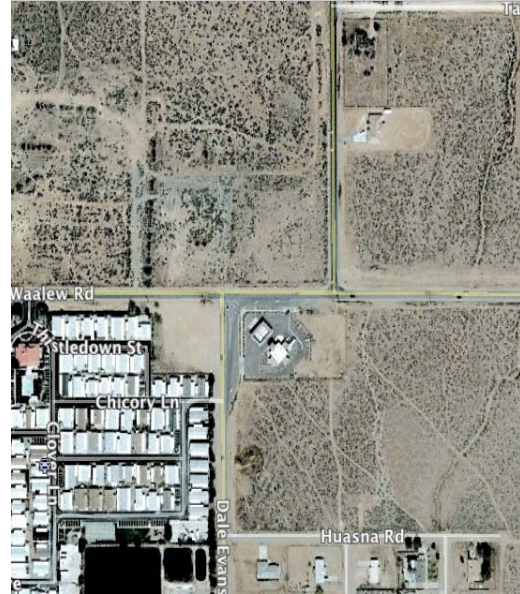
**Project Cost:** \$900,000

**Previous Cost:** \$ -

**O&M Impact:** \$ -

**Department:** Engineering

**Location:** Dale Evans Parkway



**Description:**

This project will eliminate the offset intersection by realigning Dale Evans Parkway to be consistent with the Town's General Plan's Circulation Element. Proposed tasks include: engineered civil drawings, right-of-way acquisition and construction.

Description of Expenditures	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	5 Year Total
Architect Fees						0
Construction		300,000	400,000			700,000
Engineering Fees	100,000	100,000				200,000
Equipment						0
Inspection						0
Land Acquisition						0
Other Costs						0
<b>Total</b>	<b>100,000</b>	<b>400,000</b>	<b>400,000</b>	<b>0</b>	<b>0</b>	<b>900,000</b>

Funding Sources	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	5 Year Total
Measure I Local	100,000	400,000	400,000			900,000
<b>Total</b>	<b>100,000</b>	<b>400,000</b>	<b>400,000</b>	<b>0</b>	<b>0</b>	<b>900,000</b>

Operating & Maintenance Budget Impact	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	5 Year Total
Operations						0
Maintenance						0
Capital Outlay						0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Town of Apple Valley  
Capital Improvement Project  
FY 2013-2014**

**High Desert Corridor**

**Project #: 9390**

**Project Cost:** \$125,000

**Previous Cost:** \$ -

**O&M Impact:** \$ -

**Department:** Engineering

**Location:** High Desert Corridor

**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	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	5 Year Total
Architect Fees						0
Construction						0
Engineering Fees	25,000	25,000	25,000	25,000	25,000	125,000
Equipment						0
Inspection						0
Land Acquisition						0
Other Costs						0
<b>Total</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>125,000</b>

Funding Sources	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	5 Year Total
Measure I Local	25,000	25,000	25,000	25,000	25,000	125,000
<b>Total</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>125,000</b>

Operating & Maintenance Budget Impact	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	5 Year Total
Operations						0
Maintenance						0
Capital Outlay						0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



**Town of Apple Valley  
Capital Improvement Project  
FY 2013-2014**

**Kiowa Road Widening (Bear Valley Rd to Tussing Ranch Rd)**

**Project #: 9442**

**Project Cost:** \$716,000

**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	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	5 Year Total
Architect Fees						0
Construction	651,000					651,000
Engineering Fees	50,000					50,000
Equipment						0
Inspection	15,000					15,000
Land Acquisition						0
Other Costs						0
<b>Total</b>	<b>716,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>716,000</b>

Funding Sources	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	5 Year Total
Traffic Impact Fee	358,000					358,000
SLPP	358,000					358,000
<b>Total</b>	<b>716,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>716,000</b>

Operating & Maintenance Budget Impact	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	5 Year Total
Operations						0
Maintenance						0
Capital Outlay						0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



**Town of Apple Valley  
Capital Improvement Project  
FY 2013-2014**

Misc. Storm Damage Repairs, Upgrades & Dry Wells

Project #: 9367

**Project Cost:** \$400,000

**Previous Cost:** \$ -

**O&M Impact:** \$ -

**Department:** Engineering

**Location:** Apple Valley

**Description:**

This project will provide for miscellaneous storm damage repairs and upgrades. It will also allow Engineering Department to continue to improve areas of poor drainage around the Town of Apple Valley. This may be accomplished either by installing dry-wells which will help low-lying areas percolate water at a faster rate or by improving a few catch basins for water to drain off of our streets faster and into existing dry-wells or storm drains. Improvements may also include shoulder enhancements to minimize erosion damage in the Public Right-of-Way.

Description of Expenditures	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	5 Year Total
Architect Fees						0
Construction	100,000	100,000	100,000	100,000		400,000
Engineering Fees						0
Equipment						0
Inspection						0
Land Acquisition						0
Other Costs						0
<b>Total</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>0</b>	<b>400,000</b>

Funding Sources	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	5 Year Total
DIF	100,000	100,000	100,000	100,000		400,000
<b>Total</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>0</b>	<b>400,000</b>

Operating & Maintenance Budget Impact	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	5 Year Total
Operations						0
Maintenance						0
Capital Outlay						0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Town of Apple Valley  
Capital Improvement Project  
FY 2013-2014**

**Nakash Road Resurfacing**

**Project #: 9460**

**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 include repairs as required and the application of microsurface.

Description of Expenditures	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	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
<b>Total</b>	<b>90,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>90,000</b>

Funding Sources	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	5 Year Total
Measure I Local	90,000					90,000
<b>Total</b>	<b>90,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>90,000</b>

Operating & Maintenance Budget Impact	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	5 Year Total
Operations						0
Maintenance						0
Capital Outlay						0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>





**Town of Apple Valley  
Capital Improvement Project  
FY 2013-2014**

**Navajo Road Rehabilitation (Bear Valley to Hwy 18)**

**Project #: 9475**

**Project Cost:** \$600,000

**Description:**

This project entails pavement resurfacing on Navajo Road, full width between Hwy 18 and Bear Valley Road.

**Previous Cost:** \$ -

**O&M Impact:** \$ -

**Department:** Engineering

**Location:** Navajo Road

Description of Expenditures	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	5 Year Total
Architect Fees						0
Construction	585,000					585,000
Engineering Fees						0
Equipment						0
Inspection	15,000					15,000
Land Acquisition						0
Other Costs						0
<b>Total</b>	<b>600,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>600,000</b>

Funding Sources	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	5 Year Total
Measure I	600,000					600,000
<b>Total</b>	<b>600,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>600,000</b>

Operating & Maintenance Budget Impact	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	5 Year Total
Operations						0
Maintenance						0
Capital Outlay						0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



**Town of Apple Valley  
Capital Improvement Project  
FY 2013-2014**

**Paving Priorities (50% Categorical / 50% Non-Categorical)**

**Project #: 9525**

**Project Cost:** \$5,000,000

**Previous Cost:** \$ -

**O&M Impact:** \$ -

**Department:** Engineering

**Location:** Apple Valley



**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	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	5 Year Total
Architect Fees						0
Construction	975,000	975,000	975,000	975,000	975,000	4,875,000
Engineering Fees	20,000	20,000	20,000	20,000	20,000	100,000
Equipment						0
Inspection	5,000	5,000	5,000	5,000	5,000	25,000
Land Acquisition						0
Other Costs						0
<b>Total</b>	<b>1,000,000</b>	<b>1,000,000</b>	<b>1,000,000</b>	<b>1,000,000</b>	<b>1,000,000</b>	<b>5,000,000</b>

Funding Sources	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	5 Year Total
Measure I Local	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	5,000,000
<b>Total</b>	<b>1,000,000</b>	<b>1,000,000</b>	<b>1,000,000</b>	<b>1,000,000</b>	<b>1,000,000</b>	<b>5,000,000</b>

Operating & Maintenance Budget Impact	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	5 Year Total
Operations						0
Maintenance						0
Capital Outlay						0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Town of Apple Valley  
Capital Improvement Project  
FY 2013-2014**

**Ramona Road Widening (Navajo Rd to Central Rd)**

**Project #: 9536**

**Project Cost:** \$731,500

**Previous Cost:** \$ -

**O&M Impact:** \$ -

**Department:** Engineering

**Location:** Ramona Road

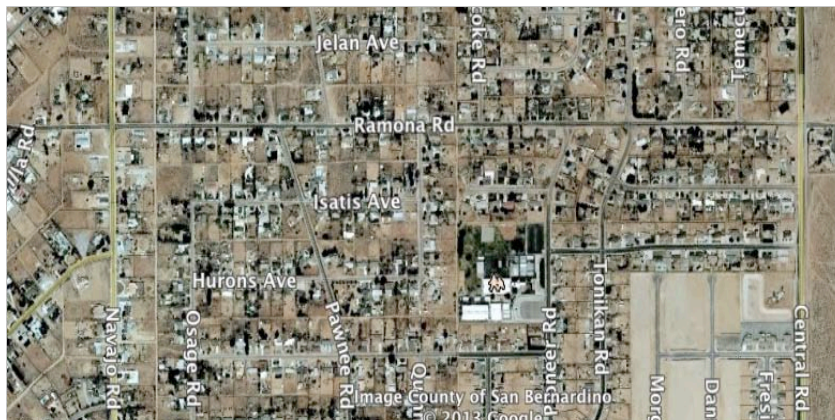
**Description:**

This project will widen Ramona Road to a total asphalt width of 44 feet from Navajo Road to Central Road. Upon completion, Ramona Road will include 2 bike lanes and a continuous center left turn lane. All of the widening will take place within the existing right-of-way.

Description of Expenditures	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	5 Year Total
Architect Fees						0
Construction		650,000				650,000
Engineering Fees	66,500					66,500
Equipment						0
Inspection		15,000				15,000
Land Acquisition						0
Other Costs						0
<b>Total</b>	<b>66,500</b>	<b>665,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>731,500</b>

Funding Sources	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	5 Year Total
Measure I	66,500	665,000				731,500
<b>Total</b>	<b>66,500</b>	<b>665,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>731,500</b>

Operating & Maintenance Budget Impact	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	5 Year Total
Operations						0
Maintenance						0
Capital Outlay						0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



**Town of Apple Valley  
Capital Improvement Project  
FY 2013-2014**

**Rancherías Rd Resurfacing**

**Project #: 9538**

**Project Cost:** \$700,000

**Previous Cost:** \$ -

**O&M Impact:** \$ -

**Department:** Engineering

**Location:** Rancherías Road



**Description:**

This project entails the complete removal and reconstruction of Rancherías 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, segments of Rancherías 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 Rancherías Road, i.e. Thunderbird Road, Serrano Road, Symeron Road, Rimrock Road East, and Zuni Road, will also be reconstructed at their respective connections to Rancherías 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	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	5 Year Total
Architect Fees						0
Construction	670,000					670,000
Engineering Fees	20,000					20,000
Equipment						0
Inspection	10,000					10,000
Land Acquisition						0
Other Costs						0
<b>Total</b>	<b>700,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>700,000</b>

Funding Sources	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	5 Year Total
Measure I Local	640,000					640,000
LTF	60,000					60,000
<b>Total</b>	<b>700,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>700,000</b>

Operating & Maintenance Budget Impact	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	5 Year Total
Operations						0
Maintenance						0
Capital Outlay						0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Town of Apple Valley  
Capital Improvement Project  
FY 2013-2014**

**Rancho Verde Elementary School - SR2S**

**Project #: 9563**

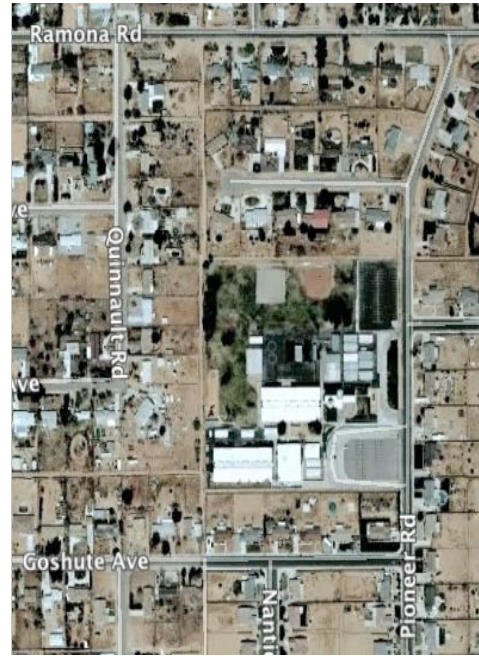
**Project Cost:** \$512,000

**Previous Cost:** \$ -

**O&M Impact:** \$ -

**Department:** Engineering

**Location:** Apple Valley



**Description:**

This project includes the construction of a new concrete sidewalk, curb and gutter along both sides of Pioneer Road between Ramona Road and the school's southerly property line, four commercial driveway approaches on the school property, six residential driveway approaches, four ADA access ramps and updating all existing school signs to current code specifications.

Description of Expenditures	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	5 Year Total
Architect Fees						0
Construction	492,000					492,000
Engineering Fees	15,000					15,000
Equipment						0
Inspection	5,000					5,000
Land Acquisition						0
Other Costs						0
<b>Total</b>	<b>512,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>512,000</b>

Funding Sources	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	5 Year Total
Measure I	20,000					20,000
SR2S	492,000					492,000
<b>Total</b>	<b>512,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>512,000</b>

Operating & Maintenance Budget Impact	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	5 Year Total
Operations						0
Maintenance						0
Capital Outlay						0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



**Town of Apple Valley  
Capital Improvement Project  
FY 2013-2014**

**Yucca Loma Bridge**

**Project #: 9588**

**Project Cost:** \$28,200,000

**Previous Cost:** \$ -

**O&M Impact:** \$ -

**Department:** Engineering

**Location:** Yucca Loma Bridge

**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.

Description of Expenditures	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	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
<b>Total</b>	<b>13,000,000</b>	<b>14,000,000</b>	<b>1,200,000</b>	<b>0</b>	<b>0</b>	<b>28,200,000</b>

Funding Sources	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	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
<b>Total</b>	<b>13,000,000</b>	<b>14,000,000</b>	<b>1,200,000</b>	<b>0</b>	<b>0</b>	<b>28,200,000</b>

Operating & Maintenance Budget Impact	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	5 Year Total
Operations						0
Maintenance						0
Capital Outlay						0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



**Town of Apple Valley  
Capital Improvement Project  
FY 2013-2014**

**Yucca Loma Elementary School - SRTS**

**Project #: 9442**

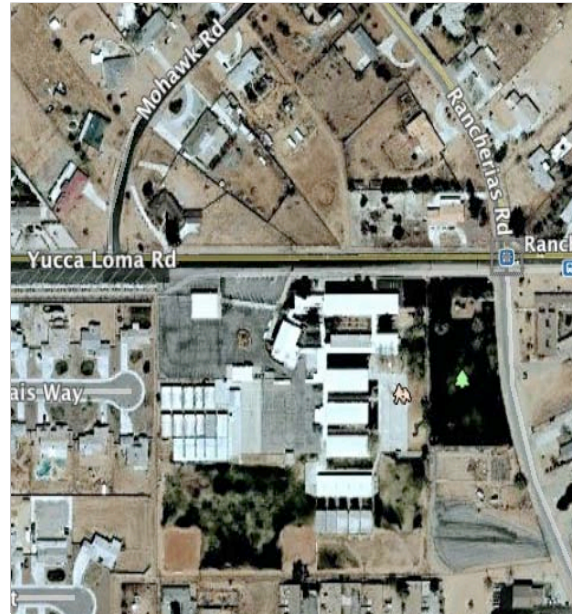
**Project Cost:** \$365,000

**Previous Cost:** \$ -

**O&M Impact:** \$ -

**Department:** Engineering

**Location:** Apple Valley



**Description:**

This project includes the construction of concrete curb, gutter and sidewalk along the entire frontage of both the school and the park; widen Yucca Loma Road and Rancherias Road to the new curb and gutter; construct ADA access ramps and restripe the existing crosswalks; construct two commercial concrete driveway approaches at the school entrances.

Description of Expenditures	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	5 Year Total
Architect Fees						0
Construction		350,000				350,000
Engineering Fees	15,000					15,000
Equipment						0
Inspection						0
Land Acquisition						0
Other Costs						0
<b>Total</b>	<b>15,000</b>	<b>350,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>365,000</b>

Funding Sources	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	5 Year Total
Measure I	15,000	350,000				365,000
<b>Total</b>	<b>15,000</b>	<b>350,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>365,000</b>

Operating & Maintenance Budget Impact	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	5 Year Total
Operations						0
Maintenance						0
Capital Outlay						0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Town of Apple Valley  
Capital Improvement Project  
FY 2013-2014**

**Yucca Loma Road Widening (Apple Valley Rd to Rincon Rd)**

**Project #: 9595**

**Project Cost:** \$6,000,000

**Previous Cost:** \$ -

**O&M Impact:** \$ -

**Department:** Engineering

**Location:** Yucca Loma Road

**Description:**

Rebuild Yucca Loma Road from Apple Valley Road to Rincon Road. The construction element of this project will be to widen Yucca Loma Road to its ultimate 104-width.

Description of Expenditures	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	5 Year Total
Architect Fees						0
Construction		5,500,000				5,500,000
Engineering Fees	500,000					500,000
Equipment						0
Inspection						0
Land Acquisition						0
Other Costs						0
<b>Total</b>	<b>500,000</b>	<b>5,500,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>6,000,000</b>

Funding Sources	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	5 Year Total
Measure I	500,000	5,500,000				6,000,000
<b>Total</b>	<b>500,000</b>	<b>5,500,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>6,000,000</b>

Operating & Maintenance Budget Impact	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	5 Year Total
Operations						0
Maintenance						0
Capital Outlay						0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>





**Town of Apple Valley  
Capital Improvement Project  
FY 2013-2014**

**Yucca Loma Road Widening (YLB to Apple Valley Rd)**

**Project #: 9595**

**Project Cost:** \$9,600,000

**Previous Cost:** \$ -

**O&M Impact:** \$ -

**Department:** Engineering

**Location:** Yucca Loma Road

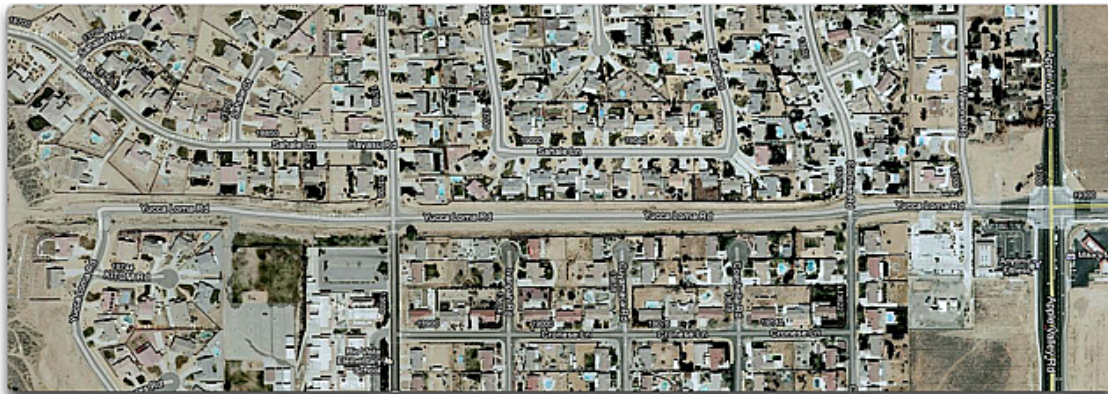
**Description:**

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 and install a new traffic signal at Havasu Road intersection.

Description of Expenditures	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	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
<b>Total</b>	<b>9,600,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>9,600,000</b>

Funding Sources	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	5 Year Total
Traffic Impact Fees	3,850,000					3,850,000
SAFETY-LU STP	750,000					750,000
Zone 4 Flood Control Funds	3,400,000					3,400,000
RDA	1,600,000					1,600,000
<b>Total</b>	<b>9,600,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>9,600,000</b>

Operating & Maintenance Budget Impact	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	5 Year Total
Operations						0
Maintenance						0
Capital Outlay						0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



**Town of Apple Valley  
Capital Improvement Project  
FY 2013-2014**

**Yucca Loma Road - Undergrounding**

**Project #: 9590**

**Project Cost:** \$390,000

**Previous Cost:** \$ -

**O&M Impact:** \$ -

**Department:** Engineering

**Location:** Yucca Loma Road

**Description:**

In conjunction with our Yucca Loma Corridor Project, the Engineering Department is working closely with Southern California Edison undergrounding utilities along Yucca Loma Road, from Apple Valley Road to Rincon Road, to prepare for future street improvements extending as far east as Navajo Road at SR18. The construction costs will be covered by the utility companies having no fiscal impact to the Town's budget.

Description of Expenditures	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	5 Year Total
Architect Fees						0
Construction						0
Engineering Fees	25,000					25,000
Equipment						0
Inspection						0
Land Acquisition						0
Other Costs						0
<b>Total</b>	<b>25,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>25,000</b>

Funding Sources	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	5 Year Total
Measure I	25,000					25,000
<b>Total</b>	<b>25,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>25,000</b>

Operating & Maintenance Budget Impact	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	5 Year Total
Operations						0
Maintenance						0
Capital Outlay						0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



**Town of Apple Valley  
Capital Improvement Project  
FY 2013-2014**

**Lift Station AD#2B Improvements**

**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	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	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
<b>Total</b>	<b>0</b>	<b>234,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>234,000</b>

Funding Sources	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	5 Year Total
Wastewater Fund Balance		234,000				234,000
<b>Total</b>	<b>0</b>	<b>234,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>234,000</b>

Operating & Maintenance Budget Impact	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	5 Year Total
Operations						0
Maintenance						0
Capital Outlay						0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Town of Apple Valley  
Capital Improvement Project  
FY 2013-2014**

**Sewer Manhole Rehabilitation, Various Locations**

**Project Cost:** \$500,000

**Previous Cost:** \$ -

**O&M Impact:** \$ -

**Department:** Engineering

**Location:**

**Description:**

The Manhole Rehabilitation Project will provide a protective inner coating for up to 10 system manholes with the highest need. The purpose is to extend the useful life of the structures and prevent failure, to the betterment of the surrounding community.

Description of Expenditures	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	5 Year Total
Architect Fees						0
Construction	100,000	100,000	100,000	100,000	100,000	500,000
Engineering Fees						0
Equipment						0
Inspection						0
Land Acquisition						0
Other Costs						0
<b>Total</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>500,000</b>

Funding Sources	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	5 Year Total
Wastewater Fund Balance	100,000	100,000	100,000	100,000	100,000	500,000
<b>Total</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>500,000</b>

Operating & Maintenance Budget Impact	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	5 Year Total
Operations						0
Maintenance						0
Capital Outlay						0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Town of Apple Valley  
Capital Improvement Project  
FY 2013-2014**

**Upgrades in Emergency Operations Center**

**Project Cost:** \$10,000

**Previous Cost:** \$ -

**O&M Impact:** \$ -

**Department:** Engineering

**Location:**

**Description:**

Project is to upgrade / install new phone lines, communications equipment, and data drops in the existing Emergency Operations Center. The costs will be split amongst the Apple Valley Fire Protection District, The Apple Valley Unified School District, and The Town of Apple Valley. The Town's portion is estimated to be \$10,000.00.

Description of Expenditures	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	5 Year Total
Architect Fees						0
Construction	10,000					10,000
Engineering Fees						0
Equipment						0
Inspection						0
Land Acquisition						0
Other Costs						0
<b>Total</b>	<b>10,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>10,000</b>

Funding Sources	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	5 Year Total
General Government Fund Balance	10,000					10,000
<b>Total</b>	<b>10,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>10,000</b>

Operating & Maintenance Budget Impact	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	5 Year Total
Operations						0
Maintenance						0
Capital Outlay						0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Town of Apple Valley  
Capital Improvement Project  
FY 2013-2014**

**Rear Parking Lot Paving**

**Project Cost:** \$18,000

**Previous Cost:** \$ -

**O&M Impact:** \$ -

**Department:** Engineering

**Location:**

**Description:**

Parking Lot has not been resurfaced for at least 7 years. The project was budgeted to be completed in FY 12/13 but had to be pushed into the next Fiscal Year. We will attempt to piggyback on a road repaving project being completed by Engineering.

Description of Expenditures	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	5 Year Total
Architect Fees						0
Construction	18,000					18,000
Engineering Fees						0
Equipment						0
Inspection						0
Land Acquisition						0
Other Costs						0
<b>Total</b>	<b>18,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>18,000</b>

Funding Sources	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	5 Year Total
General Government Fund Balance						0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Operating & Maintenance Budget Impact	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	5 Year Total
Operations						0
Maintenance						0
Capital Outlay						0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

# PBID

TOTAL BUDGET - \$580,000

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 2010-11	Actual Revenue 2011-12	Adopted Budget 2012-13	Estimated Revenue 2012-13	% of Budget Received	Adopted Budget 2013-14
BEGINNING FUND BALANCE		650,018	772,042	872,989	872,989		564,835
4138	Assessment Revenue	298,095	336,250	200,000	200,000	100%	205,000
4255	Interest	4,425	2,316	4,000	4,000		4,000
Total Revenues		302,520	338,567	200,000	200,000		209,000
Code	Expenditure Classification	Actual Expense 2010-11	Actual Expense 2011-12	Adopted Budget 2012-13	Estimated Expense 2012-13	% of Budget Expended	Adopted Budget 2013-14
7760	Hwy 18 Median Landscape Maintenance	-	-	150,000	25,000	17%	150,000
7935	Right of Way Maintenance	-	4,299				
8940	Contract Services: (Adv.to PBID Assoc) O&M	27,585	23,019	162,350	162,350	100%	150,000
8948	County Sheriff: Security Services	16,736		30,000	30,000	100%	30,000
8982	General and Administrative	-	182,700				-
9416	Hwy 18 Median Landscape Project	136,175	27,601	390,804	290,804	74%	-
9527	Road Circulation and Drainage	-	-	-	-		250,000
Total Expenditures		180,496	237,620	733,154	508,154		580,000
ENDING FUND BALANCE		772,042	872,989	339,835	564,835		193,835

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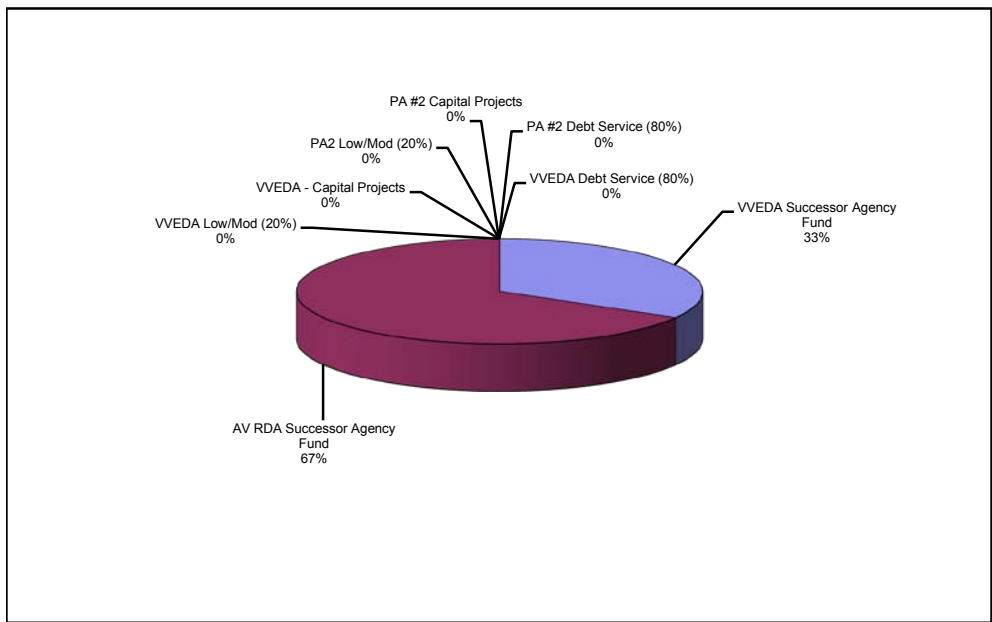


Town of Apple Valley



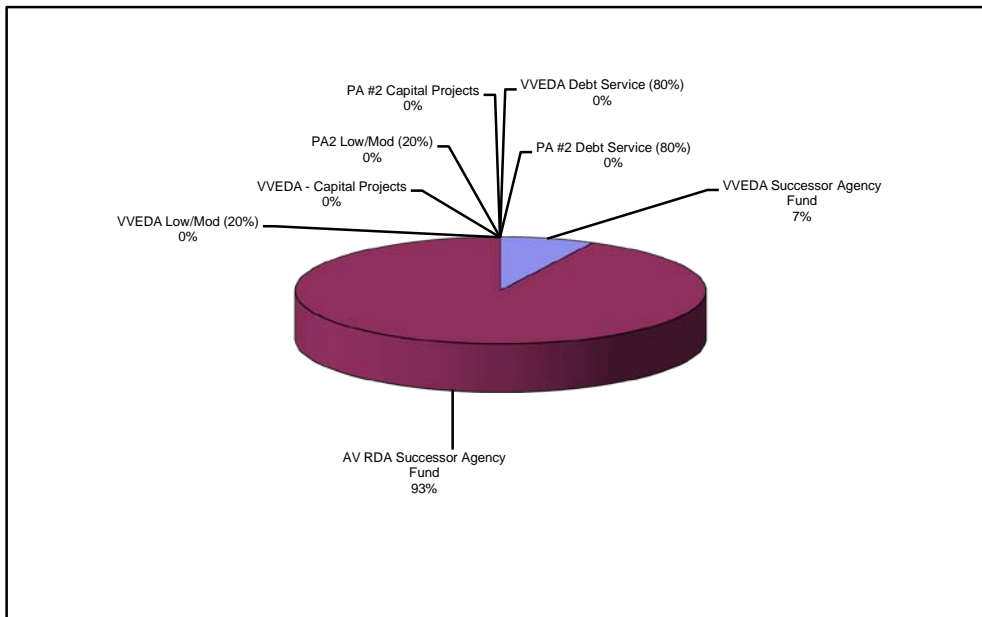
## 2013/14 Redevelopment Agency Revenue

VVEDA Successor Agency Fund	1,331,163
AV RDA Successor Agency Fund	2,655,232
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>3,986,395</u></u>



## 2013/14 Redevelopment Agency Expenditures

VVEDA Successor Agency Fund	1,331,163
AV RDA Successor Agency Fund	16,655,232
VVEDA Debt Service (80%)	-
PA #2 Debt Service (80%)	-
VVEDA Low/Mod (20%)	-
PA2 Low/Mod (20%)	-
VVEDA - Capital Projects	-
PA #2 Capital Projects	-
<b>Total-RDA Expenditures</b>	<u><u>17,986,395</u></u>



## VVEDA REDEVELOPMENT OBLIGATION RETIREMENT FUND

TOTAL BUDGET - \$1,331,163

VVEDA REDEVELOPMENT OBLIGATION RETIREMENT FUND 2725-4710							
Code	Revenue Classification	Actual Revenue 2010-11	Actual Revenue 2011-12	Amended Budget 2012-13	Estimated Revenue 2012-13	% of Budget Received	Proposed Budget 2013-14
BEGINNING FUND BALANCE		-	-	(1,048,614)	(1,048,614)		3,967,938
4131	Pass Thru - PA#1	-	1,594,397	1,867,580	1,328,899		1,331,163
4255	Interest Earnings	-	12,440	-	4,257.00		
Total Revenues		-	1,606,837	1,867,580	1,333,156	-	1,331,163
Code	Expenditure Classification	Actual Expense 2010-11	Actual Expense 2011-12	Amended Budget 2012-13	Estimated Expense 2012-13	% of Budget Expended	Adopted Budget 2013-14
Personnel Services							
7010	Salaries & Wages	-	44,875	22,961	22,961	100.0%	44,886
7020	Salaries Part-Time	-	1,012	-	9,338		
7110	Cafeteria Benefits	-	1,507	-	-		4,824
7120	Deferred Comp	-	451	-	-		1,347
7150	Medicare	-	679	333	413	124.1%	651
7160	PERS	-	3,507	-	-		9,724
Total Personnel		-	52,030	23,294	32,712		61,432
Operations & Maintenance							
7229	Education & Training	-	-	3,000	3,000	100.0%	3,000
7241	Meetings & Conferences	-	-	500	500	100.0%	500
7253	Mileage	-	819	2,000	2,000	100.0%	2,000
7265	Office Supplies	-	13	1,000	1,000	100.0%	1,000
7271	Postage	-	-	250	250	100.0%	250
7277	Printing	-	-	250	250	100.0%	250
7289	Subscriptions	-	210	-	-		-
7430-090	Housing Activities from Bond Proceed	-	-	150,000	-	0.0%	-
7470	HELP Debt Service	-	-	162,500	-	0.0%	162,500
8916	Audit	-	476	6,000	6,000	100.0%	6,000
8940	Contract Services	-	1,155	47,121	8,000	17.0%	6,000
8972-040	Legal - BB & K	-	9,421	13,502	39,391	291.7%	30,000
9485	NAVISP	-	3,073	-	-		-
Total Operations & Maint		-	15,167	386,123	60,391		211,500
Debt Service							
9840	Principal	-	335,000	345,000	345,000	100.0%	360,000
9860	Interest	-	361,838	711,396	711,396	100.0%	698,231
9870	Loan to 80% for ERAF	-	-	401,767	-	0.0%	-
9999	Administration Operating Transfer	-	150,598	-	-		-
Total Debt Service		-	847,436	1,458,163	1,056,396		1,058,231
Total Expenditures		-	914,633	1,867,580	1,149,499		1,331,163
Transfer Fund Balance from 2710 RD.		-	-	-	4,832,894		-
Transfer Fund Balance from 3010 RDA		-	(1,225,241)	-	-		-
Transfer Fund Balance from 4010 RD.		-	(515,577)	-	-		-
ENDING FUND BALANCE		-	(1,048,614)	(1,048,613)	3,967,938	-	3,967,938
<b>Personnel Schedule</b>		<b>Actual 2010-11</b>	<b>Actual 2011-12</b>	<b>Actual 2012-13</b>	<b>Adopted 2013-14</b>		
Economic Development Manager		0.00	0.00	0.00	0.50		
<b>Total FTE's:</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.50</b>		

## REDEVELOPMENT OBLIGATION RETIREMENT FUND

TOTAL BUDGET - \$6,507,405

REDEVELOPMENT OBLIGATION RETIREMENT FUND PA #2 2730-4710							
Code	Revenue Classification	Actual Revenue 2010-11	Actual Revenue 2011-12	Amended Budget 2012-13	Estimated Revenue 2012-13	% of Budget Received	Adopted Budget 2013-14
BEGINNING FUND BALANCE		-	-	15,268,185	15,268,185		22,007,405
4065	Increment PA #2	-	1,056,862	4,354,975	3,215,988		2,655,232
4181	Refunds, Reimb, Rebates	-	3,734	-	-		-
4255	Interest Earnings	-	15,687	-	8,707		-
Total Revenues		-	1,076,283	4,354,975	3,215,988		2,655,232
Code	Expenditure Classification	Actual Expense 2010-11	Actual Expense 2011-12	Amended Budget 2012-13	Estimated Expense 2012-13	% of Budget Expended	Adopted Budget 2013-14
Personnel Services							
7010	Salaries & Wages	-	203,206	104,368	107,945	103.4%	44,886
7020	Salaries Part-Time	-	17,080	17,550	12,450	70.9%	-
7110	Cafeteria Benefits	-	11,257	9,136	9,136	100.0%	4,824
7120	Deferred Comp	-	2,551	2,442	2,442	100.0%	1,347
7150	Medicare	-	3,223	1,768	1,768	100.0%	651
7160	PERS	-	26,644	17,183	17,400	101.3%	9,724
7160	Direct Housing Loan Costs	-	(49,786)	-	-	0.0%	-
Total Personnel		-	214,175	152,447	151,141		61,432
Operations & Maintenance							
7229	Education & Training	-	381	3,000	3,000	100.0%	3,000
7241	Meetings & Conferences	-	-	500	500	100.0%	500
7253	Mileage	-	1,207	2,000	2,000	100.0%	2,000
7265	Office Supplies	-	13	1,000	1,000	100.0%	1,000
7271	Postage	-	-	250	250	100.0%	250
7277	Printing	-	56	250	250	100.0%	250
7289	Subscriptions	-	210	-	-	0.0%	-
7340	Pass Through Agreements	-	384,829	-	-	0.0%	-
7430-0900	Housing Activities from Bond Proceeds	-	-	150,000	-	0.0%	-
7470	HELP Debt Service	-	-	162,500	-	0.0%	162,500
8916	Audit	-	476	9,000	9,000	100.0%	6,000
8940	Contract Services	-	2,462	19,121	5,000	26.1%	6,000
8972-0402	Legal-BB & K	-	9,421	13,501	39,391	291.8%	30,000
Total Operations & Maint		-	399,055	361,122	60,391		211,500
Debt Service & Capital Projects							
9840	Principal	-	695,000	720,000	720,000	100.0%	750,000
9860	Interest	-	845,350	1,662,900	1,662,900	100.0%	1,632,300
9534	Public Works Facility/Yard	-	117,522	-	-	0.0%	-
9588	Yucca Loma Bridge Construction	-	105,404	1,083,000	450,000	41.6%	-
9590	Yucca Loma Road Undergrounding	-	5,269	-	-	0.0%	-
9870	Loan to 80% for ERAF	-	-	375,506	-	0.0%	-
9999	Administration Operating Transfer	-	150,599	-	-	0.0%	-
9999-4410	Transfer to Fund 4410	-	-	-	-	0.0%	14,000,000
Total Debt Service & Capital Projects		-	1,919,144	3,841,406	2,832,900		16,382,300
Total Expenditures		-	2,532,373	4,354,975	3,044,432		16,655,232
Transfer fund balance from 2720 RDA		-	-	-	6,567,665		-
Transfer fund balance from 3020 RDA		-	18,323,020	-	-		-
Transfer fund balance from 4020 RDA		-	(1,598,745)	-	-		-
ENDING FUND BALANCE		-	15,268,185	15,268,184	22,007,405		8,007,405

<u>Personnel Schedule</u>	<u>Actual 2010-11</u>	<u>Actual 2011-12</u>	<u>Actual 2012-13</u>	<u>Adopted 2013-14</u>
Economic Development Manager	0.00	0.00	1.00	0.50
<b>Total FTE's:</b>	<b>0.00</b>	<b>0.00</b>	<b>1.00</b>	<b>0.50</b>

## 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 2010-11	Actual Revenue 2011-12	Amended Budget 2012-13	Estimated Revenue 2012-13	% of Budget Received	Adopted Budget 2013-14
BEGINNING FUND BALANC		295,046	(855,305)	-	-		-
4131	VVEDA Project Area #1	1,355,978	-	-	-		-
4131-5000	Budgetary Savings	(30,106)	-	-	-		-
4255	Interest	-	-	-	-		-
Total Revenues		1,325,872	-	-	-		-
Code	Expenditure Classification	Actual Expense 2010-11	Actual Expense 2011-12	Amended Budget 2012-13	Estimated Expense 2012-13	% of Budget Expended	Adopted Budget 2013-14
7320	ERAF/SERAF	401,767	-	-	-		-
8940-0000	Contract Service	5,450	5,450	-	-		-
9840	Principal	320,000	-	-	-		-
9860	Interest	766,394	364,486	-	-		-
9999-4010	Transfer - 4010	982,612	-	-	-		-
Total Expenditures		2,476,223	369,936	-	-		-
Transfer Fund Balance to RORF 2725		-	1,225,241				
ENDING FUND BALANCE		(855,305)	-	-	-		-

## RDA P. A. NO. 2 - 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.

RDA PROJECT AREA NO. 2 - REDEVELOPMENT TAX INCREMENT (80%) FUND 3020-4710							
Code	Revenue Classification	Actual Revenue 2010-11	Actual Revenue 2011-12	Amended Budget 2012-13	Estimated Revenue 2012-13	% of Budget Received	Adopted Budget 2013-14
BEGINNING FUND BALANCE		24,125,103	17,507,947	-	-	-	-
4065	RDA Project Area #2	2,639,878	1,564,656	-	-	-	-
4255	Interest	35,775	-	-	-	-	-
Total Revenues		2,675,653	1,564,656	-	-	-	-
Code	Expenditure Classification	Actual Expense 2010-11	Actual Expense 2011-12	Amended Budget 2012-13	Estimated Expense 2012-13	\$ of Budget Expended	Adopted Budget 2013-14
Operations & Maintenance							
7320	ERAF	375,506	-	-	-	-	-
7340	Passthrough Agreements	659,970	-	-	-	-	-
8940	Contract Services	2,046	2,061	-	-	-	-
9999	Transfer - 4410	-	-	-	-	-	-
9999	Transfer - 4020	6,164,842	-	-	-	-	-
Total Operations & Maint		7,202,364	2,061	-	-	-	-
Debt Service							
9840	Principal	583,164	-	-	-	-	-
9860	Interest	1,507,281	747,522	-	-	-	-
Total Debt Service		2,090,445	747,522	-	-	-	-
Total Expenditures		9,292,809	749,583	-	-	-	-
Transfer fund balance to RORF 2730			(18,323,020)	-	-	-	-
ENDING FUND BALANCE		17,507,947	-	-	-	-	-

# 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 2010-11	Actual Revenue 2011-12	Amended Budget 2012-13	Estimated Revenue 2012-13	% of Budget Received	Adopted Budget 2013-14

BEGINNING FUND BALANCE		5,913,049	6,878,887	7,287,883	7,287,883		-
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4131	VVEDA Project Area #1	1,032,983	549,426	-	-		-
4255	Interest Earnings	37,514	5,612	-	-		-
Total Revenues		1,070,497	555,038	-	-		-

Code	Expenditure Classification	Actual Expense 2010-11	Actual Expense 2011-12	Amended Budget 2012-13	Estimated Expense 2012-13	% of Budget Expended	Adopted Budget 2013-14
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Personnel Services							
7010	Salaries & Wages - Permanent	68,379	101,355	-	-		-
7020	Salaries & Wages - Part Time	-	1,022	-	-		-
7110	Cafeteria Benefits	8,661	9,936	-	-		-
7120	Deferred Comp	1,681	2,324	-	-		-
7150	Medicare	973	1,499	-	-		-
7160	PERS	14,798	21,290	-	-		-
Total Personnel		94,493	137,425	-	-		-

Operations & Maintenance							
7229	Education & Training	(61)	-	-	-		-
7241	Meetings and conferences	-	41	-	-		-
7253	Mileage	-	353	-	-		-
7259	Miscellaneous	78	24	-	-		-
7430-0900	Housing Activities	-	5,162	-	-		-
7340	Pass Through Agreements	-	-	-	2,454,989		-
8940	Contract Services	10,150	980	-	-		-
8972-0402	Legal- BB & K	-	2,058	-	-		-
Total Operations & Maint		10,166	8,617	-	2,454,989		-

Total Expenditures		104,659	146,042	-	2,454,989		-
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Transfer Fund Balance to 2725 (4,832,894)

ENDING FUND BALANCE		6,878,887	7,287,883	7,287,883	-		-
Less Reserve for Loan Repayment		130,000	146,250	152,500			
ENDING FUND BALANCE - Unrestricted		6,748,887	7,141,633	7,135,383	-		-

	Actual 2010-11	Actual 2011-12	Actual 2012-13	Adopted 2013-14
<b>Personnel Schedule</b>				
Asst Town Manager Economic Dev.	0.25	0.10	0.00	0.00
Assistant Director of Economic Dev.	0.00	0.25	0.00	0.00
Economic Dev. Spec. II	0.00	0.25	0.00	0.00
Economic Dev. Spec. I	0.00	0.25	0.00	0.00
Economic Dev. Assistant	0.00	0.10	0.00	0.00
Housing & Community Dev Specialist II	0.40	0.15	0.00	0.00
Housing & Community Dev Specialist I	0.25	0.65	0.00	0.00
<b>Total FTE's:</b>	<b>0.90</b>	<b>1.75</b>	<b>0.00</b>	<b>0.00</b>



# 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 2010-11	Actual Revenue 2011-12	Amended Budget 2012-13	Estimated Revenue 2012-13	% of Budget Received	Adopted Budget 2013-14
	BEGINNING FUND BALANCE	9,075,252	9,364,931	9,516,341	9,516,341		-
4065	RDA Project Area #2	659,970	391,164	-	-		-
4255	Interest Earnings	30,793	3,717	-	-		-
	Total Revenues	690,763	394,881	-	-		-
Code	Expenditure Classification	Actual Expense 2010-11	Actual Expense 2011-12	Amended Budget 2012-13	Estimated Expense 2012-13	% of Budget Expended	Adopted Budget 2013-14
	Personnel Services						
7010	Salaries & Wages	75,625	100,811	-	-		-
7020	Salaries & Wages - PT	-	1,041	-	-		-
7110	Cafeteria Benefits	9,742	9,845	-	-		-
7120	Deferred Comp	1,822	2,314	-	-		-
7150	Medicare	1,076	1,491	-	-		-
7160	PERS	16,381	21,174	-	-		-
	Total Personnel	104,646	136,676	-	-		-
	Operations & Maintenance						
7229	Education & Training	(61)	-	-	-		-
7241	Meetings & Conferences	-	41	-	-		-
7253	Mileage	-	353	-	-		-
7259	Miscellaneous	78	24	-	-		-
7340	Pass Through Agreements	-	-	-	2,948,676		-
8940	Contract Services	3,067	289	-	-		-
8972	Legal	-	2,058	-	-		-
	Total Operations & Maint	3,083	2,765	-	2,948,676		-
	Debt Service						
9840	Principal	81,836	-	-	-		-
9860	Interest	211,519	104,030	-	-		-
	Total Debt Service	293,355	104,030	-	-		-
	Total Expenditures	401,084	243,471	-	2,948,676		-
	Transfer Fund Balance to 2730	0	0	-	(6,567,665)		-
	ENDING FUND BALANCE	9,364,931	9,516,341	9,516,341	-		-
	Less Reserve for Loan Repayment	130,000	146,250	152,500	-		-
	ENDING BALANCE (Unrestricted)	9,234,931	9,370,091	9,363,841	-		-
	<b>Personnel Schedule</b>	<b>Actual 2010-11</b>	<b>Actual 2011-12</b>	<b>Actual 2012-13</b>	<b>Adopted 2013-14</b>		
	Asst Town Manager Economic Dev.	0.00	0.10	0.00	0.00		
	Assistant Director Economic Dev.	0.25	0.25	0.00	0.00		
	Econ. Dev. Spec. II	0.00	0.25	0.00	0.00		
	Econ. Dev. Assistant	0.00	0.10	0.00	0.00		
	Hsg and Comm Dev Spec II	0.40	0.15	0.00	0.00		
	Housing and Comm Dev Specialist I	0.00	0.70	0.00	0.00		
	Development Services Specialist	0.25	0.25	0.00	0.00		
	<b>Total FTE's:</b>	<b>0.90</b>	<b>1.80</b>	<b>0.00</b>	<b>0.00</b>		

# 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 2010-11	Actual Revenue 2011-12	Amended Budget 2012-13	Estimated Revenue 2012-13	% of Budget Received	Adopted Budget 2013-14
BEGINNING FUND BALANCE		-	(102,928)	0	-	-	-
4181	Refunds, Reimb, Rebates	-	29	-	-	-	-
4255	Interest Earnings	-	528	-	-	-	-
6999	Transfer In - Debt Service Fund 3010	-	-	-	-	-	-
Total Revenues		0	558	-	-	-	-
Code	Expenditure Classification	Actual Expense 2010-11	Actual Expense 2011-12	Amended Budget 2012-13	Estimated Expense 2012-13	\$ of Budget Expended	Adopted Budget 2013-14
Personnel Services							
7010	Salaries & Wages - Permanent	247,844	122,150	-	-	-	-
7020	Salaries - Part-time	2,306	39	-	-	-	-
7110	Cafeteria Benefits	23,749	9,341	-	-	-	-
7120	Deferred Comp	8,057	3,701	-	-	-	-
7130	FICA	-	-	-	-	-	-
7150	Medicare	3,769	1,855	-	-	-	-
7160	PERS	54,333	27,435	-	-	-	-
Total Personnel		340,058	164,521	-	-	-	-
Operations & Maintenance							
7205	Advertising	948	22	-	-	-	-
7229	Education & Training	-	495	-	-	-	-
7241	Meetings & Conferences	6,623	1,399	-	-	-	-
7247	Memberships & Dues	3,268	2,683	-	-	-	-
7253	Mileage	3,165	1,683	-	-	-	-
7259	Miscellaneous	164	18	-	-	-	-
7265	Office Supplies	1,018	221	-	-	-	-
7271	Postage	-	-	-	-	-	-
7277	Printing	439	172	-	-	-	-
7289	Subscriptions	5,823	181	-	-	-	-
7330	Hardware/Software	360	-	-	-	-	-
7515	Marketing	5,455	1,061	-	-	-	-
7584	Sponsorships	29,110	-	-	-	-	-
7640	Tradeshows	13,079	6,115	-	-	-	-
8916	Audit	269	-	-	-	-	-
8940	Contracted Services	29,477	13,436	-	-	-	-
8972	Legal	24,000	9,248	-	-	-	-
9610	Transfer - 3010	(982,612)	-	-	-	-	-
9999	Transfer out - 1001	585,910	210,837	-	-	-	-
Total Operations and Maintenance		(273,505)	247,570	-	-	-	-
Capital Projects							
9485	NAVISP	31,860	1,115	-	-	-	-
9860	Interest	4,515	0	-	-	-	-
Total Capital Projects		36,375	1,115	-	-	-	-
Total Expenditures		102,928	413,207	-	-	-	-
Transfer Fund Balance to RORF 2725		-	515,577	-	-	-	-
ENDING FUND BALANCE		(102,928)	-	-	-	-	-

<b>Personnel Schedule</b>	<b>Actual 2010-11</b>	<b>Actual 2011-12</b>	<b>Actual 2012-13</b>	<b>Adopted 2013-14</b>
Asst Town Mgr of Economic & Community				
Development/Executive Director,RD	0.50	0.40	0.00	0.00
Asst Dir of Econ Dev & Housing	0.25	0.25	0.00	0.00
Economic Development Specialist II	1.00	0.75	0.00	0.00
Economic Development Specialist I		0.25	0.00	0.00
Economic Development Assistant	0.50	0.40	0.00	0.00
Economic Development Intern	0.25	0.00	0.00	0.00
<b>Total FTE's:</b>	<b>2.50</b>	<b>2.05</b>	<b>0.00</b>	<b>0.00</b>

# 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 2010-11	Actual Revenue 2011-12	Amended Budget 2012-13	Estimated Revenue 2012-13	% of Budget Received	Adopted Budget 2013-14
	BEGINNING FUND BALANCE	-	(248,545)	0	0		0
	Gains/Loss on disposal of Fixed Assets	-	-	-	-		-
4181	Refunds, Reimb, Rebates	8,887	1,959	-	-		-
4255	Interest Earnings	-	4,227	-	-		-
6999	Transfer In - Debt Service Fund 3020	-	-	-	-		-
	<b>Total Revenues</b>	<b>8,887</b>	<b>6,187</b>	<b>-</b>	<b>-</b>		<b>-</b>
Code	Expenditure Classification	Actual Expense 2010-11	Actual Expense 2011-12	Amended Budget 2012-13	Estimated Expenses 2012-13	% of Budget Expended	Adopted Budget 2013-14
	Personnel Services						
7010	Salaries & Wages - Permanent	247,886	122,149	-	-		-
7020	Salaries - Part-time	2,306	39	-	-		-
7110	Cafeteria Benefits	23,749	9,341	-	-		-
7120	Deferred Comp	8,059	3,701	-	-		-
7150	Medicare	3,770	1,855	-	-		-
7160	PERS	54,342	27,434	-	-		-
	<b>Total Personnel</b>	<b>340,111</b>	<b>164,520</b>	<b>-</b>	<b>-</b>		<b>-</b>
	Operations & Maintenance						
7205	Advertising	948	22	-	-		-
7229	Education & Training	-	495	-	-		-
7241	Meetings & Conferences	6,623	1,399	-	-		-
7247	Memberships & Dues	3,268	2,683	-	-		-
7253	Mileage	3,165	1,683	-	-		-
7259	Miscellaneous	108	18	-	-		-
7265	Office Supplies	1,018	221	-	-		-
7277	Printing	439	172	-	-		-
7289	Subscriptions	5,823	181	-	-		-
7330	Hardware/Software Supplies/Exp	360	-	-	-		-
7515	Marketing	5,455	1,061	-	-		-
7584	Sponsorships	29,110	-	-	-		-
7640	Tradeshows	13,079	6,115	-	-		-
8916	Audit	269	-	-	-		-
8940	Contracted Services	28,006	13,436	-	-		-
8972	Legal	24,000	9,248	-	-		-
9610	Transfer-3020	(6,164,842)	-	-	-		-
9999	Transfer out - 1001	585,910	210,837	-	-		-
	<b>Total Operations and Maint</b>	<b>(5,457,262)</b>	<b>247,570</b>	<b>-</b>	<b>-</b>		<b>-</b>

**RDA - PA #2 CAPITAL PROJECTS FUND 4020-4710**

Capital Expenditures					
9264	Animal Shelter Facility	153,399	-	-	-
9534	Public Works Facility	4,569,966	611,750	-	-
9588	Yucca Loma Bridge	632,215	332,039	-	-
9590	Yucca Loma Road Undergrounding	5,197	508	-	-
9860	Interest Expense	13,805	-	-	-
<b>Total Capital Expenditures</b>		<b>5,374,582</b>	<b>944,297</b>	<b>-</b>	<b>-</b>
<b>Total Expenditures</b>		<b>257,431</b>	<b>1,356,387</b>	<b>-</b>	<b>-</b>
Transfer fund balance to RORF 2730		-	1,598,745		
<b>ENDING FUND BALANCE</b>		<b>(248,545)</b>	<b>-</b>	<b>-</b>	<b>-</b>

<b>Personnel Schedule</b>	<b>Actual 2010-2011</b>	<b>Actual 2011-12</b>	<b>Actual 2012-13</b>	<b>Adopted 2013-14</b>
Asst Town Mgr of Economic & Community				
Development/Executive Director,RDA	0.50	0.40	0.00	0.00
Asst Dir of Econ Dev & Housing	0.25	0.25	0.00	0.00
Economic Development Specialist II	1.00	0.75	0.00	0.00
Economic Development Asst.	0.00	0.40	0.00	0.00
Economic Development Intern	0.25	0.00	0.00	0.00
Econ Development Specialist	0.50	0.25	0.00	0.00
<b>Total FTE's:</b>	<b>2.50</b>	<b>2.05</b>	<b>0.00</b>	<b>0.00</b>

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Town of Apple Valley

Town of Apple Valley

Cost Allocation Plan

Fiscal Year 2013/14

<u>Acct</u>	<u>Department</u>	<u>Estimated Expend.</u>	<u>Debit Wastwater Dept.</u>	<u>%</u>	<u>Debit Street Maint.</u>	<u>%</u>	<u>Debit Parks &amp; Rec.</u>	<u>%</u>	<u>Debit Solid Waste</u>	<u>%</u>	<u>Total Allocated Costs</u>	<u>Expense Net of Allocation</u>
1010	Town Council	197,798	33,626	17%	0	0%	0	0%	29,670	15%	63,295	134,503
1020	Town Attorney	250,000	20,000	8%	12,500	5%	0	0%	12,500	5%	45,000	205,000
1030	Town Manager	504,906	85,834	17%	50,491	10%	0	0%	100,981	20%	237,306	267,600
1050	Finance	1,163,998	244,440	21%	58,200	5%	58,200	5%	465,599	40%	826,439	337,559
1060	Town Clerk	390,312	66,353	17%	19,516	5%	19,516	5%	58,547	15%	163,931	226,381
1070	Public Info.	477,558	62,083	13%	47,756	10%	0	0%	71,634	15%	181,472	296,086
1080	Human Resources	394,743	51,317	13%	59,211	15%	39,474	10%	39,474	10%	189,477	205,266
1090	Information Systems	542,378	92,204	17%	54,238	10%	27,119	5%	108,476	20%	282,037	260,341
1200	General Govt.	2,111,127	443,337	21%	316,669	15%	105,556	5%	422,225	20%	1,287,787	823,340
1400	Facilities	2,392,934	287,152	12%	239,293	10%	119,647	5%	358,940	15%	1,005,032	1,387,902
2010	Public Safety	11,475,731	0	0%	0	0%	0	0%	0	0%	0	11,475,731
2020	Emergency Pre.	39,848	0	0%	0	0%	0	0%	0	0%	0	39,848
2120	Animal Control	755,053	0	0%	0	0%	0	0%	0	0%	0	755,053
2130	Animal Shelter	1,064,049	0	0%	0	0%	0	0%	0	0%	0	1,064,049
3010	Public Services	433,167	177,598	41%	21,658	5%	21,658	5%	129,950	30%	350,865	82,302
3110	Code Enforcement	966,078	0	0%	0	0%	0	0%	0	0%	0	966,078
4010	Build. & Safety	282,215	0	0%	0	0%	0	0%	0	0%	0	282,215
4310	Economic Dev	96,540	0	0%	0	0%	0	0%	0	0%	0	96,540
4410	Engineering	350,600	0	0%	0	0%	0	0%	0	0%	0	350,600
4610	Planning	719,950	0	0%	0	0%	0	0%	0	0%	0	719,950
	Sub-Total	24,608,985	1,563,943	6%	879,532	4%	391,170	2%	1,797,996	7%	4,632,641	19,976,344

**\*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.**

**Town of Apple Valley  
Assessed Value of Taxable Property  
Last Ten Fiscal Years**

<b>Fiscal Year</b>	<b>Secured</b>	<b>Unsecured</b>	<b>Other</b>	<b>Total Taxable Assessed Value</b>	<b>Total Direct Tax Rate</b>
2003	2,322,082,815	77,948,527	40,474,276	2,440,505,618	0.08355%
2004	2,523,805,625	70,946,145	45,385,216	2,640,136,986	0.09310%
2005	2,945,495,409	84,718,542	48,891,755	3,079,105,706	0.10755%
2006	3,488,163,332	109,822,596	51,850,870	3,649,836,798	0.12947%
2007	4,429,273,399	118,624,490	63,047,232	4,610,945,121	0.16646%
2008	5,245,741,062	129,233,682	71,450,735	5,446,425,479	0.18415%
2009	5,429,704,636	154,190,423	87,406,824	5,671,301,883	0.18399%
2010	4,797,871,946	169,846,550	80,709,595	5,048,428,091	0.16801%
2011	4,295,279,849	173,885,410	82,348,845	4,551,514,104	0.15174%
2012	4,263,856,746	164,165,317	91,203,867	4,519,225,930	0.15036%

Source: HdL Coren & Cone, San Bernardino County Assessor 2011/2012 Combined Tax Rolls



## 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, which 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

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Town of Apple Valley