

# TOWN OF APPLE VALLEY CALIFORNIA



**Parks  
Make  
Life  
Better!**

## **ADOPTED BUDGET** Fiscal Year July 1, 2016 - June 30, 2017



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## *About the Cover*

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*The Parks Make Life Better!*<sup>®</sup> branding campaign raises awareness about the benefits of parks and recreation throughout California and raises the status of parks and recreation as an essential community service. The Town of Apple Valley Park and Recreation Department stands by its mission of providing an interconnected and sustainable system of safe, attractive parks, premier recreation facilities, and diverse special events and programs that preserve the community's character, support our health and economy, foster opportunities for all ages, and promote "A Better Way of Life."



A Better Way of Life

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Town of Apple Valley



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**Town of Apple Valley  
California**

For the Fiscal Year Beginning

**July 1, 2015**

Executive Director

# California Society of Municipal Finance Officers

*Certificate of Award*

## *Operating Budget Excellence Award Fiscal Year 2015-2016*

*Presented to the*

*Town of Apple Valley*

For meeting the criteria established to achieve the Operating Budget Excellence Award.

*February 23, 2016*



*Jesse Takahashi*  
CSMFO President

*Michael Gomez*  
Chair  
Professional Standards and  
Recognition Committee

*Dedicated Excellence in Municipal Financial Reporting*



# ***Town of Apple Valley***

## Listing of Public Officials

### *Town Council*

Barb Stanton  
*Mayor*

Scott Nassif  
*Mayor Pro-Tem*



Art Bishop  
*Councilmember*

Larry Cusack  
*Councilmember*

A Better Way of Life

Curt Emick  
*Councilmember*

### *Town Staff*

Frank Robinson  
*Town Manager*

John Brown, *Town Attorney*

LaVonda Pearson, *CMC, Town Clerk*

Nikki Salas, *Assistant Town Manager*  
Human Resources and Risk Management

Captain Lana Tomlin, *Chief of Police*

Marc Puckett, *Assistant Town Manager*  
Finance and Administration

Lori Lamson, *Assistant Town Manager*  
Community and Development Services

Brad Miller, *Town Engineer*

Kathie Martin, *Marketing & Public  
Affairs Officer*

Greg Snyder, *Director of Public Works*

Gina Schwin-Whiteside, *Director of  
Animal Services*

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Town of Apple Valley

**TOWN MANAGER’S BUDGET MESSAGE**



June 14, 2016

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

I am pleased to transmit to you the adopted Fiscal Year 2016-17 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. 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.

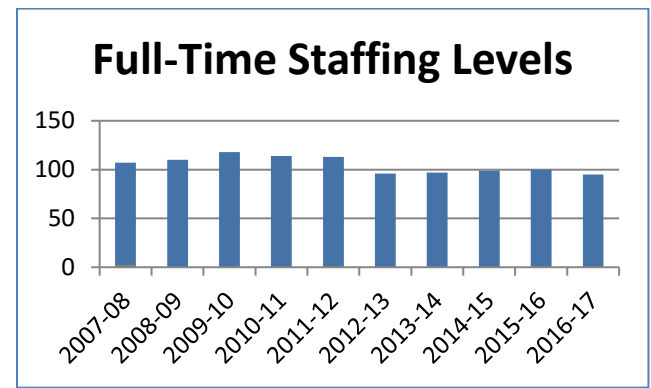
Given the high expectations of Apple Valley residents, businesses and the Town Council, development of the Fiscal Year 2016-17 adopted budget was particularly challenging. The gap between “expectations” and “fiscal reality” has gradually widened over the past several years. The economic rebound from one of the most significant and far reaching economic downturns on record has been slow in the high desert which has made the task at hand more 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 which continued to address the Council’s Vision 2020 priorities; 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 2016-17 for all funds:

<b>ADOPTED BUDGET - ALL FUNDS</b>				
<b>Appropriations/ All Funds</b>	<b>Adopted FY 16-17</b>	<b>Adopted FY 15-16</b>	<b>Increase (Decrease) Amount Percent</b>	
Operating Budget	\$ 54,280,442	\$ 52,801,209	\$ 1,479,233	2.80%
Transfers Out	15,472,548	20,623,779	(5,151,231)	-24.98%
Capital Budget	10,915,727	29,824,920	(18,909,193)	-63.40%
<b>Total</b>	<b>\$ 80,668,717</b>	<b>\$103,249,908</b>	<b>\$(22,581,191)</b>	<b>- 21.87%</b>

Management Staff were directed to maintain current staffing levels when submitting their budget proposals. Below is a graph that illustrates the staffing levels for full-time positions over the last 10 fiscal 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 FY2016-17 adopted budget again represents implementation of a “best practices” approach to improve the transparency, readability and

understandability of the budget document where practicable. The improvements and changes to the budget format are now more subtle than in prior years but are, in fact, improvements nonetheless.

**BUDGET REPORTING AWARDS**

The adopted budget document is in conformity with the award program requirements for the California Society of Municipal Finance Officer’s (CSMFO) Operating Budget Excellence Award and the Government Finance Officers Association’s (GFOA) Distinguished Budget Presentation Award. The Town has now received the Award for Distinguished Budget Presentation from the GFOA for the past three years. The Town is the first high desert community to receive this award. Nationally, less than 1.7% of eligible public agencies receive this award. We believe that the FY16-17 adopted budget, as presented, continues to exceed the award program requirements and we will again be submitting the budget to the GFOA for consideration for this award.

**GENERAL FUND ADOPTED BUDGET**

The total ADOPTED General Fund budget is \$29.6 million, an increase of \$1.5 million over the adopted budget in FY2015-16. This net increase in appropriations resulted from a variety of sources including; increases in Sheriff’s contract for public safety services (\$372,000), inclusion of an increase in the transfer to the Street Fund for street related projects, (\$1,100,000), and an increase in the transfer to the Golf Course Fund for capital improvements at the course, (\$70,000). In addition, the Town continues to devote a significant amount of resources to efforts to acquire the local water provider through eminent domain actions. The Town filed an eminent domain action against the water purveyor in January, 2016. This action was taken after years of excessive rate increases resulting in water rates that are significantly higher than rates charged by neighboring communities. It is anticipated that the Town will spend between \$750,000 - \$1,250,000 on this effort over the course of the next fiscal year.

The following table is a General Fund summary of the total resources and funding requirements necessary for the adopted FY2016-17 General Fund budget:

<b>General Fund Summary</b>	
Estimated Revenues	\$ 21,643,686
Transfers In	7,489,857
Approp. From Fund Balance	<u>474,146</u>
Total Resources	\$ 29,607,689
Adopted Budget	<u>29,607,689</u>
Balance	<u>\$ -</u>
<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 workshop.

The discussions at the budget workshop 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 preparation of the adopted budget will also be discussed. These adjustments are summarized herein.

The Town has adopted financial policies to guide the preparation of the adopted budget and implementation of the financial plan throughout the year. The FY2016-17 adopted budget continues to institutionalize these policies and practices. During preparation of the adopted budget, there was a slight continuation of the budgetary pressures in the General Fund that were encountered in prior years. This resulted primarily from a slow growth economic environment which hampered revenue growth. Council has acknowledged the need to implement budget balancing strategies as necessary to proactively address budgetary pressures. Staff continually reviews service delivery methodologies to reduce spending and enhance revenues where possible. Council has again emphasized their continued support for performing a full review of the Town’s service delivery methods to ensure efficiencies of operation, and, a review of the Town’s revenue structure to determine whether new sources of funding may be needed to adequately fund existing services and/or any new programs or expansion of services that may be contemplated in the future.

Working with staff from every department, a responsible spending plan has been developed. This adopted FY 2016-17 budget represents a balanced budget achieved through the multi-year budget balancing strategies and revenue enhancements that



have been implemented in current and prior fiscal years.

### **FINANCIAL OUTLOOK**

Apple Valley's economy has continued to show signs of slow sustained growth. Permit activity has continued to increase and building and construction activity has improved. Per local realtors, multiple offers for homes available for sale is becoming more commonplace. This increased real estate activity is an indicator of improved 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.

As the economy continues to improve, it is important to consider that the cost of services provided to the community has also continued 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 slow growth in revenues and increasing costs of operation underscore the continued importance of keeping a 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 due to these State takeaways has continued to have a direct impact on local agencies' abilities to provide basic service delivery. The State has been effective in balancing their budget shortfalls on takeaways from local agencies. Although the State's budget condition has significantly improved, Cities and Towns must remain vigilant to ensure that the State will not be accessing local revenues yet again in the future. Any additional takeaways from local agencies by the State will have a direct impact on the Town's budget and its ability to continue to provide the same level of service delivery to the community.

The Town's cash flow position remains healthy. The Town has adopted financial policies focused on protecting the long term fiscal health of the community. As an example of these efforts, the Town has adopted a policy that requires the identification of a new funding source and/or offsetting reductions in expenditures prior to consideration of any new or expanded programs. 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.

### **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.

The following table is the calculation of the Town's adopted Appropriations Limit for FY 16-17:

Step 1 - Appropriations Limit for FY 15-16	\$	33,370,752
Step 2 - Multiply the FY 15-16 Appropriations Limit by the cumulative growth factors for San Bernardino County		<u>1.065712</u>
Appropriations Limit FY 16-17	\$	<u>35,563,611</u>

The estimated proceeds from general tax revenues in FY 16-17 equal \$17,814,400, which is \$17,749,211 or 49.9% under the limit.

**SUMMARY**

The adopted Fiscal Year 2016-17 Operating and Capital Improvement budget continues to support a high level of service that the citizens of Apple Valley are accustomed to expect. In addition, adequate reserves have been set aside for contingencies, including amounts to meet unforeseen emergencies. The adopted budget represents a balanced financial 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 add a new revenue source or, identify which existing programs, services or Capital Projects, that can be eliminated from the adopted 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 or offsetting revenue enhancements. This must apply to everyone if we are to successfully work together to implement this budget.

**ACKNOWLEDGEMENTS**

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 and applaud 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 for their contributions. I thank the Town Council for their continued support in making

Apple Valley a financially stable and well-balanced community.

Respectfully submitted,



Frank Robinson  
Town Manager

**ADOPTED OPERATING & CAPITAL BUDGET SUMMARY**

The Fiscal Year 2016-17 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 \$80.6 million, a decrease of \$22.5 million or 21.87% compared to the adopted budget for FY 15-16. Table 1 illustrates these changes.

**TABLE 1**

<b>ADOPTED BUDGET - ALL FUNDS</b>					
<b>Appropriations/ All Funds</b>	<b>Adopted FY 16-17</b>	<b>Adopted FY 15-16</b>	<b>Increase (Decrease)</b>		<b>Percent of Total</b>
			<b>Amount</b>	<b>Percent</b>	
Operating Budget	\$ 54,280,442	\$ 52,801,209	\$ 1,479,233	2.80%	67.29%
Transfers Out	15,472,548	20,623,779	(5,151,231)	-24.78%	19.18%
Capital Budget	10,915,727	29,824,920	(18,909,193)	-63.40%	13.53%
Total	<u>\$ 80,668,717</u>	<u>\$ 103,249,908</u>	<u>\$(22,581,191)</u>	<u>- 21.87%</u>	<u>100.00%</u>

**OPERATING BUDGET OVERVIEW**

In comparison to the total adopted FY16-17 budget, on an all funds basis the operating budget comprises 67.48% of the total budget. The following discussion will focus primarily on the operating budget. The adopted operating budget is \$54.2 million, an increase of \$381,388 or .71% compared to the amended budget in FY 15-16. Table 2 below illustrates the components and changes in the adopted operating budget as compared to the prior fiscal year's amended operating budget.

**TABLE 2**

<b>OPERATING BUDGET- ALL FUNDS</b>					
<b>Expenditure Category</b>	<b>Adopted FY 16-17</b>	<b>Amended FY 15-16</b>	<b>Increase (Decrease)</b>		<b>% of Total</b>
			<b>Amount</b>	<b>Percent</b>	
Salaries & Benefits	\$ 10,903,514	\$ 11,023,726	\$ (120,212)	-1.09%	20.09%
General Operating	3,856,859	3,802,890	53,969	1.41%	7.11%
Economic Development	3,769,029	3,211,536	557,493	17.35%	6.94%
Building Maintenance	153,100	150,200	2,900	1.93%	0.28%
Grounds Maintenance	164,170	188,145	(23,975)	-12.74%	0.30%
PIO Events	71,800	106,100	(34,300)	-32.33%	0.13%
Public Works	3,089,150	2,242,850	846,300	37.73%	5.69%
Culture & Recreation	238,287	226,349	11,938	5.27%	0.44%
Contract & Professional	24,242,197	24,534,669	(292,472)	-1.19%	44.66%
Vehicle & Equipment	916,850	870,539	46,311	5.32%	1.69%
Capital Equipment	4,500	187,500	(183,000)	-97.60%	.01%
Depreciation	1,803,414	1,798,141	5,273	.29%	3.32%
Debt Service	5,067,572	5,556,409	(488,837)	-8.80%	9.34%
Total	<u>\$ 54,280,442</u>	<u>\$ 53,899,054</u>	<u>\$ 381,388</u>	<u>.71%</u>	<u>100.00%</u>

## APPLE VALLEY, CALIFORNIA

**Salaries & Benefits:** Personnel costs decreased by \$120,212 or 1.09% in total. This decrease is mainly due to three long-term employees retiring during the 2015-16 fiscal year. In addition, there is no Cost of Living Allowance (COLA) included in the adopted budget.

**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 \$43.3 million, a net increase of \$501,600 or 1.17% compared to the FY 15-16 amended budget. The major components of the increase are:

- ❑ \$557,493 increase in Economic Development expenditures due to increase in various grant expenditures.
- ❑ \$846,300 increase in Public Works expenditures due to increase in right-of-way maintenance and sewer treatment costs.
- ❑ \$292,472 decrease in Contract and Professional expenditures mainly due to completion of various projects and expiration of the related contracts.
- ❑ \$136,689 decrease in Vehicle and Capital Equipment expenditures due to a significant decrease in capital equipment expenditures.
- ❑ \$488,837 decrease in Debt Service expenditures mainly due to various maturity payments and paying off of the 2001 Certificates of Participation during the 2015-16 fiscal year.

Also, included in the M&O adopted budget is \$5,067,572 for debt service payments. The major components of this amount include the following (descriptions of the debt can be found in the "Financial Summaries" section of the adopted budget):

- ❑ \$446,025 for Certificates of Participation (COPs).
- ❑ \$880,405 for lease revenue bonds.
- ❑ \$3,443,505 for Tax Allocation Bonds (TABs).
- ❑ \$267,661 for installment purchase agreements.

**Vehicles and Equipment/Fixed Assets:** The adopted budget includes \$921,350 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 \$916,039 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 such vehicles.

The remaining capital equipment/fixed asset costs of \$4,500 budgeted in the FY 16-17 adopted budget relate primarily to the purchase of eight replacement lane lines for the Civic Center pool.



## APPLE VALLEY, CALIFORNIA

The total adopted FY 16-17 General Fund estimated revenue is \$21.6 million, an increase of \$.8 million or 4.22% compared to adopted revenue estimates for FY 15-16. Table 3 illustrates the General Fund revenue sources that fund Town services.

**TABLE 3**

<b>GENERAL FUND ESTIMATED REVENUES</b>					
<b>Revenue Source</b>	<b>Adopted FY 16-17</b>	<b>Adopted FY 15-16</b>	<b>Increase (Decrease)</b>		<b>Percent of Total</b>
			<b>Amount</b>	<b>Percent</b>	
Local Taxes	\$ 17,814,464	\$ 17,084,800	\$ 729,664	4.27%	82.31%
Fines & Fees	254,861	251,000	3,861	1.54%	1.18%
Public Services	1,569,472	1,560,300	9,172	.58%	7.25%
Building & Safety Fees	1,160,408	1,101,000	59,408	5.39%	5.36%
Planning Fees	165,787	180,700	(14,913)	(8.25%)	0.77%
Engineering Fees	162,927	155,500	7,427	4.77%	0.75%
Other Revenues	515,767	434,794	80,973	18.62%	2.38%
Total	<u>\$ 21,643,686</u>	<u>\$ 20,768,094</u>	<u>\$ 875,592</u>	<u>4.22%</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 slight increases in Sales Tax, Property Tax, and Franchise Taxes and the expectation is that those increases will continue into FY 16-17. A portion of the increased property tax revenues is resulting from an increase in property tax collections due to the elimination of the Redevelopment Agency and subsequent redistribution of previously captured tax increments. In the near term, the local economy is not generally expected to grow at a comparable rate when compared to the economic growth rates realized prior to FY 07-08. However, most economic indicators appear optimistic and most economic projections are generally calling for a long period of sustained 'slow growth'.

Property Tax is the single largest source of revenue for the Town. The FY 16-17 estimated revenue from property tax is \$9,418,358 or 32.33% of the total General Fund revenues. This amount is \$423,200 more than the amended FY 15-16 estimated property tax revenues. This increase of approximately 4.71% in revenue is attributed to the continued slow growth in property values which are anticipated to continue for the foreseeable future. In previous years, the declining market values of property in the Town depressed property tax revenues by as much as 40% in some areas. However, over the last year, property values have begun to rise steadily 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 beginning of the recession in 2007, a large portion of the property tax base is still assessed at market values less than the maximum taxable value per Proposition 13 limits. These properties may experience Prop. 8 recoveries or increases in assessed values at a rate 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 revenue collections by the Town.

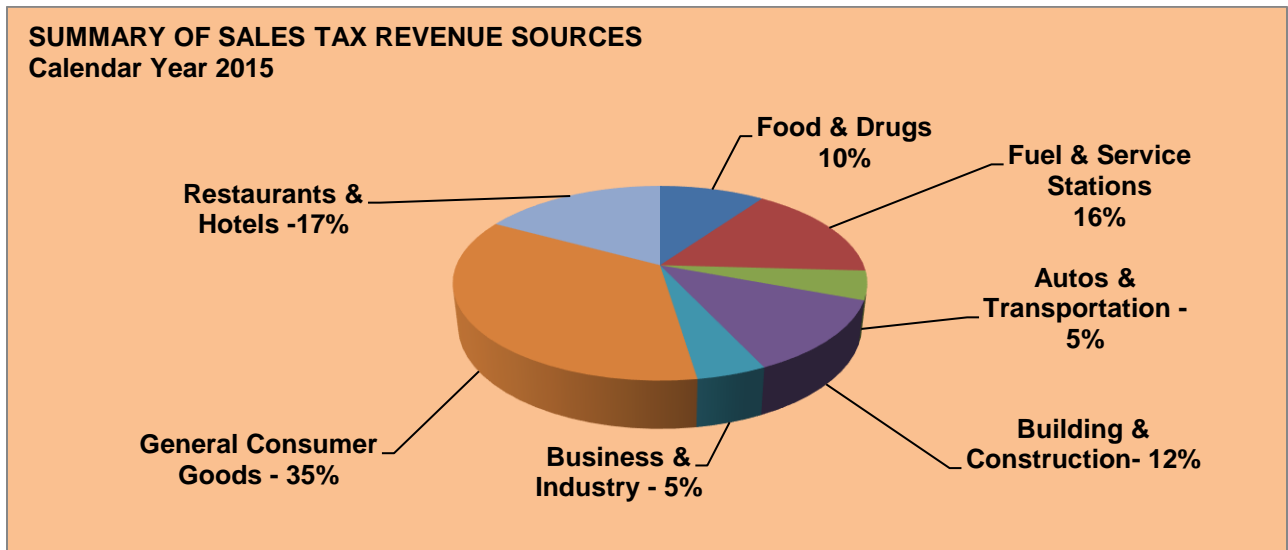
Sales & Use Tax represents the Town's second largest revenue source estimated at \$6,015,500 or 20.65% of the total General Fund estimated revenues for FY 16-17. This amount represents an increase of \$475,600 compared to the amended revenue estimate for FY 15-16. The majority of the increase is due to the expiration of the sales tax backfill payment ("triple flip") that was received from the State in the form of property taxes (accounted for as Sales Tax In-Lieu). The backfill payment from the State was 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 final "clean-up" payment to local governments was made during the first quarter of 2016.

## APPLE VALLEY, CALIFORNIA

The State Board of Equalization administers the collection of sales and use taxes and remits those collections to local governments. Of those collections, 30% is remitted 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 for the prior period. Apple Valley’s sales tax base has consistently trended upward over the last several years. This predictability 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, sales tax revenues have begun to move upward at a slow gradual pace. Staff is estimating that sales tax revenues will increase (8.19%) when compared to the FY 15-16 revised revenue estimates.

Graph 1 below illustrates the types of businesses and industries that generated sales tax revenues for the Town in calendar year 2015 and the percent of the total sales tax revenue collections generated by each sector of the local economy.

**GRAPH 1**



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 fully recover to property values existent in 2007.

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 16-17, estimated revenue from all sources of Franchise Fees is \$2,118,500, which represents 7.30% of the total General Fund revenue. The estimated revenue reflects a net increase of \$45,500 or 2.19% over the FY 15-16 amended revenue estimate.

Contract payments for animal sheltering services with the County of San Bernardino represent the Town’s fourth largest source of revenue. The FY 16-17 revenue estimate from this source is \$483,500, which represents 1.66% 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 “Fund Summaries” section of this document.

**APPLE VALLEY, CALIFORNIA**

**OTHER GOVERNMENTAL FUNDS**

To gain a better understanding of the adopted 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 16-17</u></b>	<b><u>Adopted FY 15-16</u></b>	<b><u>Increase/(Decrease)</u></b>		<b><u>Percent of Total</u></b>
			<b><u>Amount</u></b>	<b><u>Percent</u></b>	
General Fund *	\$ 29,607,689	\$ 28,102,544	\$ 1,505,145	5.36%	54.22%
Special Revenue Funds *	17,595,881	17,654,885	(59,004)	(.33%)	32.22%
Capital Projects Funds *	7,403,333	26,113,570	(18,710,237)	(71.64%)	13.56%
Total Governmental Funds	<u>\$ 54,606,903</u>	<u>\$ 71,870,999</u>	<u>\$ (17,264,096)</u>	<u>(24.02%)</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 16-17</u></b>	<b><u>Adopted Appropriations FY 16-17</u></b>	<b><u>Revenues Over (Under) Appropriations</u></b>
Gas Tax*	\$ 3,122,999	\$ 2,511,911	\$ 611,088
Article 3	355,700	191,284	164,416
Article 8*	650,000	435,000	215,000
Measure I	3,425,219	6,654,568	(3,229,349)
Air Pollution Control	47,320	47,320	-
Community Development Block Grant	1,087,704	1,079,564	8,140
NSP 3	100,000	100,000	-
Apple Valley Home	911,623	902,698	8,925
Victorville Home	1,463,753	1,463,753	-
Cal Home	40,000	40,000	-
Parks & Recreation*	3,632,121	3,625,245	6,876
Quimby	115,000	-	115,000
Police Grants	29,177	62,538	(33,361)
Asset Seizure	8,000	12,000	(4,000)
Drug & Gang Prevention	7,500	-	7,500
Assessment District LL	322,000	470,000	82,000
Capital Projects Funds*	8,071,633	7,403,333	668,300
Total Other Governmental Funds	<u>\$ 23,389,749</u>	<u>\$ 24,999,214</u>	<u>\$ (1,609,465)</u>

*\* Includes transfers in and out*

**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-four capital improvement projects totaling \$10.9 million are adopted for funding in FY 16-17, a decrease of \$18.7 million or 63.15% over the adopted CIP in FY 15-16.

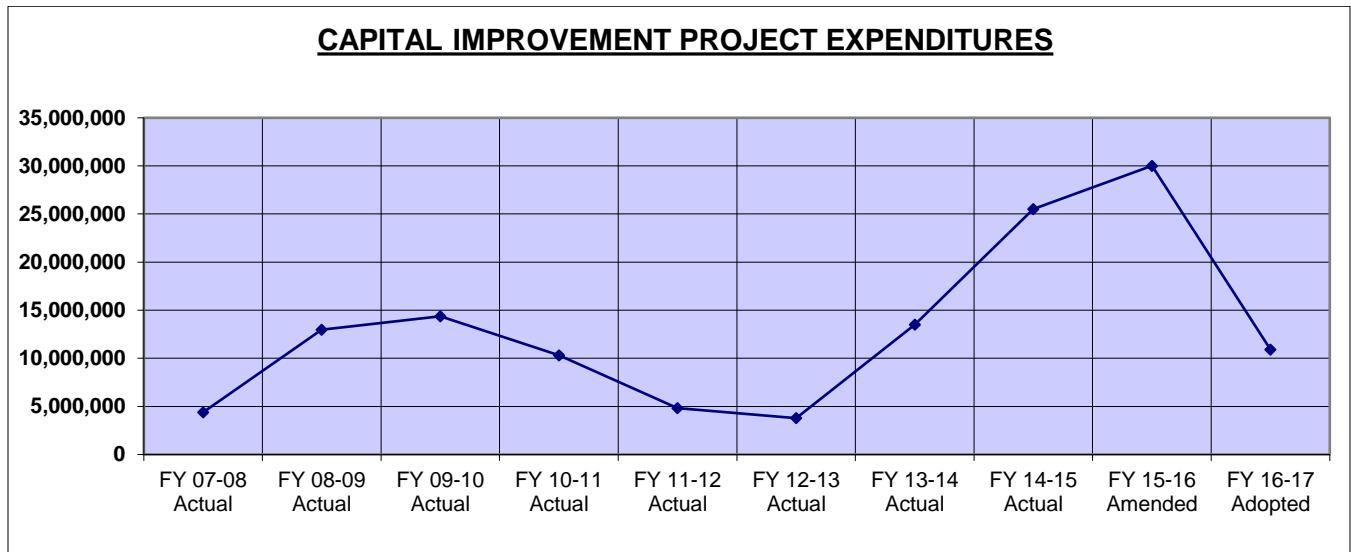
Table 6 is a summary of adopted projects by program category. Further detail of each CIP is included within the “Capital Improvement Program” section of this document.

**TABLE 6**

<b><u>CAPITAL IMPROVEMENT PROJECTS</u></b>	
<b><u>Program Category:</u></b>	<b><u>Adopted FY 16-17</u></b>
Preliminary Design	\$ 750,000
Full Design	484,500
Construction	9,681,227
Total	<u>\$ 10,915,727</u>

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 \$130.5 million or an average of \$13.0 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 16-17 adopted budget.

**TABLE 7**

<b><u>ESTIMATED FUND BALANCES TO BE USED</u></b>	
<b><u>Fund</u></b>	<b><u>Amount</u></b>
General Fund	\$ 474,146
Measure I	3,229,349
Police Grants	33,361
Asset Seizure	4,000
Assessment District LL	148,000
Solid Waste fund	1,084,683
Total Use of Fund Balances	<u>\$ 4,973,539</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 or expenditures.

**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.” As such, the Town is responsible for administering all dissolution activities associated with the former RDA and receives some administrative fee revenues for those activities.

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Town of Apple Valley



**RESOLUTION NO. 2016-14**

**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 2016-2017**

**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 2016-2017, 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 2016-2017 is \$35,563,611 (Thirty Five Million Five Hundred Sixty Three Thousand Six Hundred Eleven Dollars), and the total annual tax revenues subject to such limitation for Fiscal Year 2016-2017 are estimated to be \$17,814,400; 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 2016-2017.
- 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 2016-2017, 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 2016-2017 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 2016-2017 Operating and Capital Improvement Budget programs are hereby adopted, establishing the following expenditure levels:

<u>DEPARTMENT</u>	<u>2016-2017 PROPOSED BUDGET</u>
1. Town Council	\$ 245,396
2. Town Attorney	610,000
3. Town Manager	602,194
4. Finance	1,223,766
5. Town Clerk	499,843
6. Public Information	536,097
7. Human Resources	503,758
8. Information Systems	373,000
9. General Government	4,711,627
10. Public Facilities	2,007,658
11. Public Safety/Police	12,919,007
12. Emergency Preparedness	140,911
13. Animal Control Services	1,980,176
14. Public Services	261,555
15. Code Enforcement	1,045,454
16. Building & Safety	592,175
17. Engineering Service	360,600
18. Planning Services	867,932
19. Economic Development	126,540
20. Street Maintenance Fund (Gas Tax)	2,511,911
21. Pedestrian and Bicycle Fund	191,284

22. Local Transportation Fund	435,000
23. Measure I	6,654,568
24. Air Pollution Control	47,320
25. CDBG	1,079,564
26. Apple Valley Home	902,698
27. Victorville Home	1,463,753
28. Cal Home	40,000
29. NSP3	100,000
30. Parks & Recreation	3,625,245
31. Police Grants	62,538
32. Asset Seizure	12,000
33. Assessment District LL	470,000
34. Capital Improvement TIF Fund	6,480,333
35. Project Manager Grants	923,000
36. Wastewater Enterprise Fund	6,855,365
37. Waste Management Enterprise Fund	12,604,383
38. Apple Valley Golf Course	1,070,019
39. Debt Service Funds	1,293,506
40. Successor Agency - RDA	<u>4,238,541</u>

**TOTAL OPERATING & CAPITAL EXPENDITURES** \$ 80,668,717

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

1. General Fund	\$29,133,543
2. Street Maintenance Funds (Gas Tax)	3,122,999
3. Article 3 Pedestrian and Bicycle Fund	355,700
4. Article 8 Transportation Fund	650,000
5. Measure I	3,425,219
6. Air Pollution Control	47,320
7. CDBG	1,087,704
8. Apple Valley Home	911,623
9. Victorville Home	1,463,753
10. Cal Home	40,000
11. NSP3	100,000
12. Parks & Recreation	3,632,121
13. Quimby	115,000
14. Police Grants	29,177
15. Asset Seizure	8,000
16. Drug & Gang Prevention	7,500
17. Assessment District LL	322,000
18. Capital Improvement Projects Funds	8,071,633
19. Wastewater Enterprise Fund	6,940,000
20. Waste Management Enterprise Fund	11,519,700
21. Apple Valley Golf Course	1,070,119
22. Debt Service Fund	1,293,506
23. Successor Agency - RDA	<u>4,238,541</u>

**TOTAL OPERATING AND CAPITAL REVENUES** \$77,585,158

**SECTION 3:** Pursuant to Section 53901 of the California Government Code, within sixty (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 (15) 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 14<sup>th</sup> day of June, 2016.



\_\_\_\_\_  
Barb Stanton, Mayor

ATTEST:



\_\_\_\_\_  
Debra Thomas, Deputy Town Clerk

**RESOLUTION NO. 2016-15**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF APPLE VALLEY, CALIFORNIA, ESTABLISHING THE FISCAL YEAR 2016-2017 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 2016-2017 and such data and documentation has been available to the public for at least fifteen (15) days prior to adoption of this Resolution; and

**WHEREAS**, the Town of Apple Valley established its Fiscal Year 2015-2016 Appropriation Limit of \$33,370,752 (Thirty Three Million, Three Hundred Seventy Thousand, Seven Hundred Fifty Two 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 2016-2017 Appropriation Limit:

Per Capita Personal Income Change for Fiscal Year 2016-2017:	5.37%
Population Adjustment - January 1, 2016:	1.14%

**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 2016-2017 Appropriation Limit of the Town of Apple Valley to be \$35,563,611 (and said sum is hereby determined and established as the appropriation limit for the Town of Apple Valley for Fiscal Year 2016-2017).

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 14<sup>th</sup> day of June, 2016.



Barb Stanton, Mayor

**ATTEST:**

  
Debra Thomas, Deputy Town Clerk

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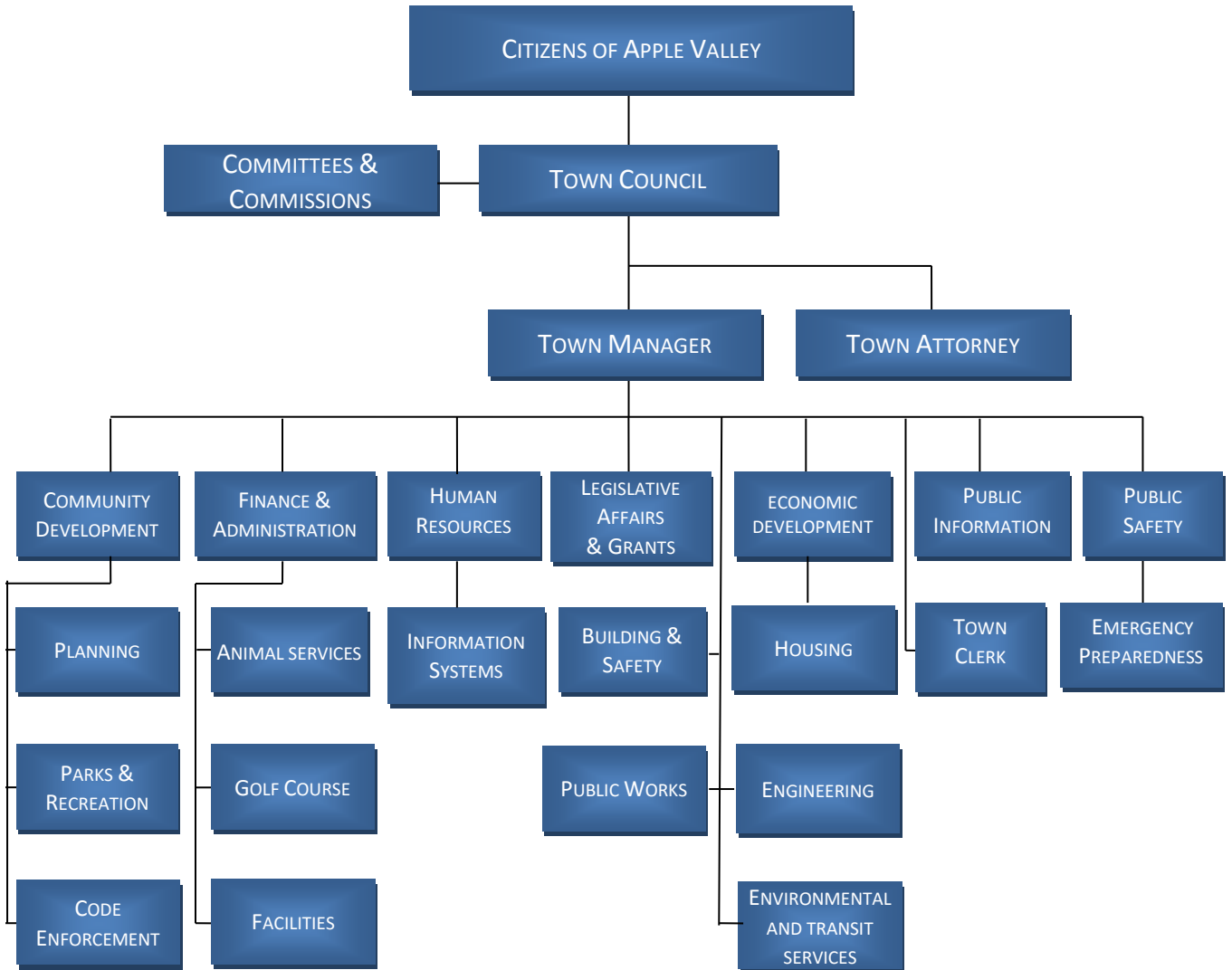


Town of Apple Valley



# Town of Apple Valley ORGANIZATIONAL CHART

Fiscal Year 2016-2017



## 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 71,100 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.

## VISION 2020

**Mission Statement:** To provide a better way of life through local control of public safety, development, services and amenities; enhancing our residents' lives and providing for our community's future.



Town of Apple Valley



**Vision Statement:** A premier community, full of first-class amenities, events, and employment opportunities, Apple Valley will lead the High Desert in public safety and environmental stewardship defining "A Better Way of Life."

1. **A SAFE COMMUNITY** – Maintain and enhance the high level of public safety in Apple Valley.
2. **ADEQUATE AND WELL MAINTAINED INFRASTRUCTURE** – Provide the infrastructure necessary for Apple Valley's residents and businesses to live and grow.
3. **A THRIVING ECONOMY** – Enhance and expand the Town's economic base.
4. **A STRONG TRANSPORTATION SYSTEM** – Develop and maintain a comprehensive transportation system.
5. **AMPLE PARKLAND AND DIVERSE RECREATIONAL OPPORTUNITIES** – Maintain the Town's network of parkland and recreational opportunities.
6. **HIGHEST QUALITY STAFF** – Retain the highest quality Town staff.
7. **PROMOTE PARTNERSHIPS** – Develop meaningful partnerships in both the public and private sectors, increasing opportunities for funding projects and supporting economic development.
8. **REVENUE GENERATION** – Explore options for departments to provide revenue-generating services. Identify potential revenue streams in both public and private sectors.



Adopted April 11, 2012

## 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.

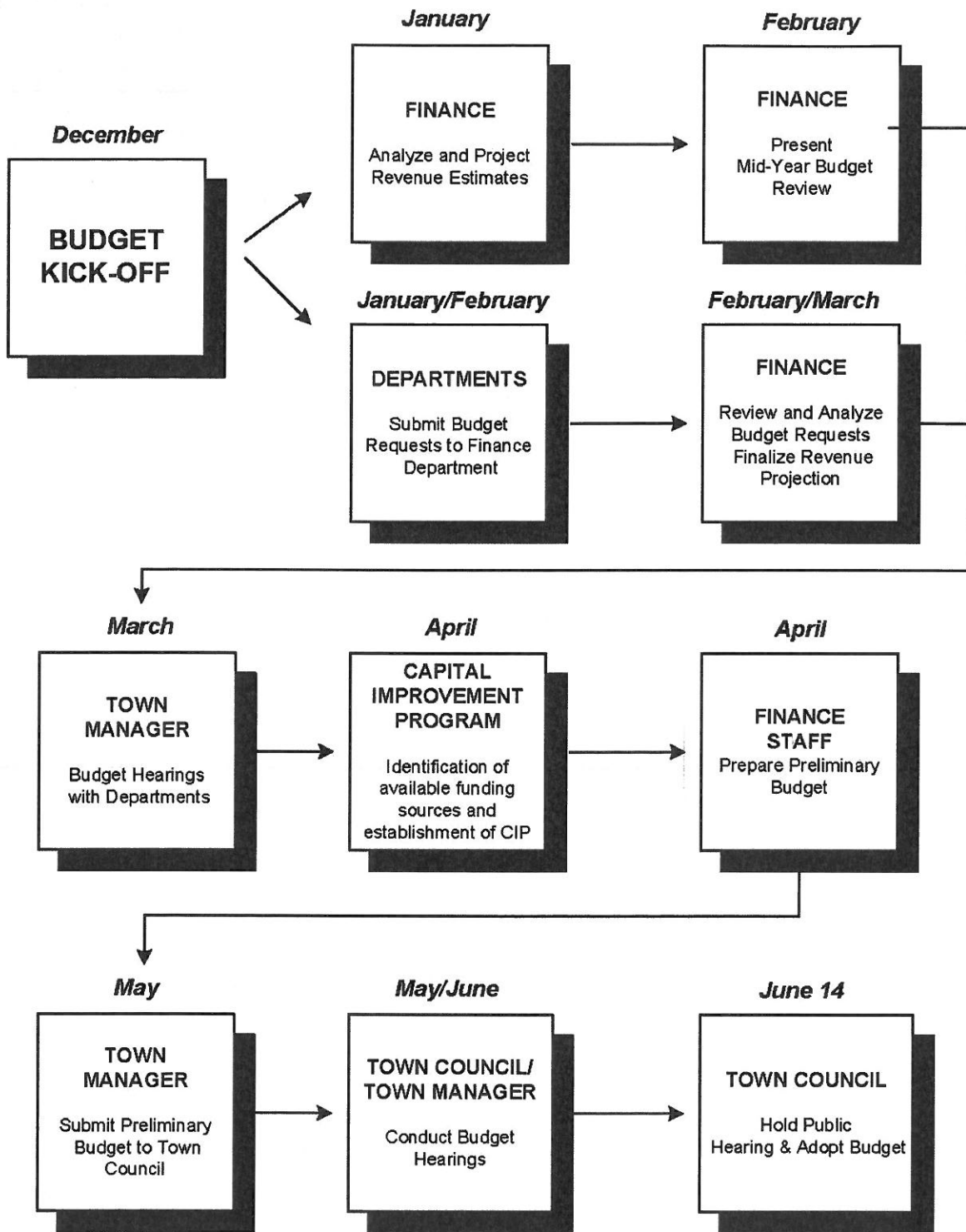
**Basis of accounting:** The Town uses the modified accrual basis of accounting for governmental funds. Revenues are recorded when measurable and available to fund current expenditures. Expenditures are recorded when the services are substantially performed or the goods have been received and the liabilities 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 2016-2017**



## 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 3 FUND - 2013:** This fund accounts for the revenues and expenditures of the Town's share of Article 3 monies which are restricted in use for transportation projects/activities.

**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.

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

**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.

**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.

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

**HOME FUND – 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.

**CAL HOME – 2410:** 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.

## DESCRIPTION OF FUNDS & FUND TYPES

**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.

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

**POLICE GRANTS – 2610:** 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.

**ASSET SEIZURE – 2620:** 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 and split 85% to Asset Seizure Fund and 15% to Drug and Gang Prevention Fund.

**ASSET SEIZURE – 2630:** 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 and split 85% to Asset Seizure Fund and 15% to Drug and Gang Prevention Fund.

**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.

### ***DEBT SERVICE FUNDS***

**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.

**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.

### ***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).

**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.

**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

## DESCRIPTION OF FUNDS & FUND TYPES

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

**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***

**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  
HSIP  
PBID/CDBG  
Misc. 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

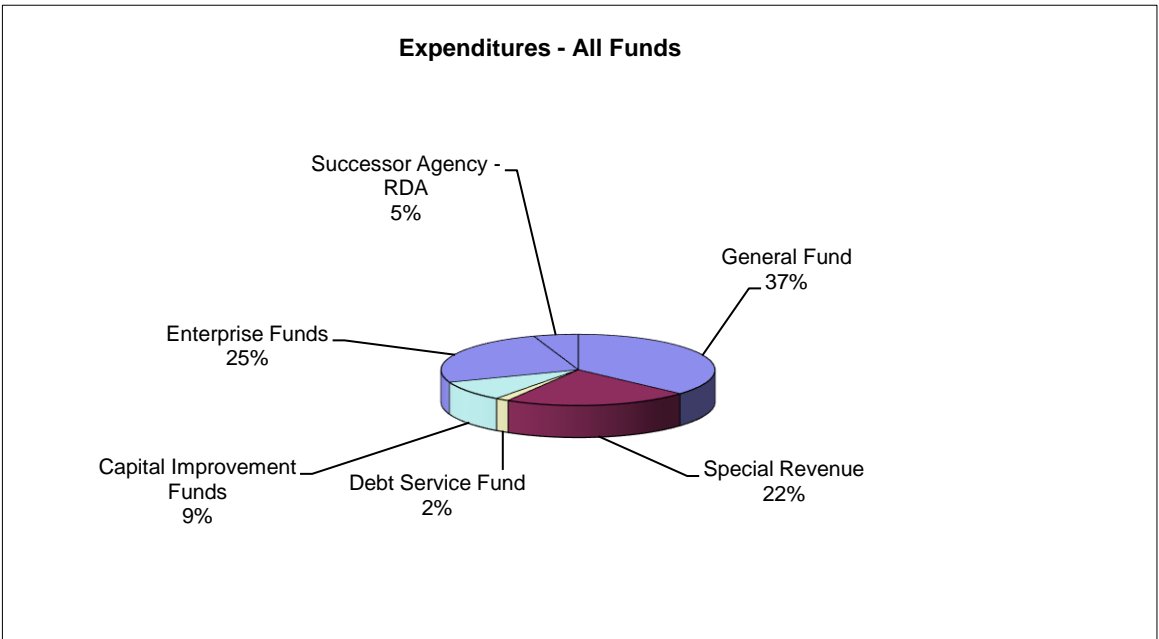
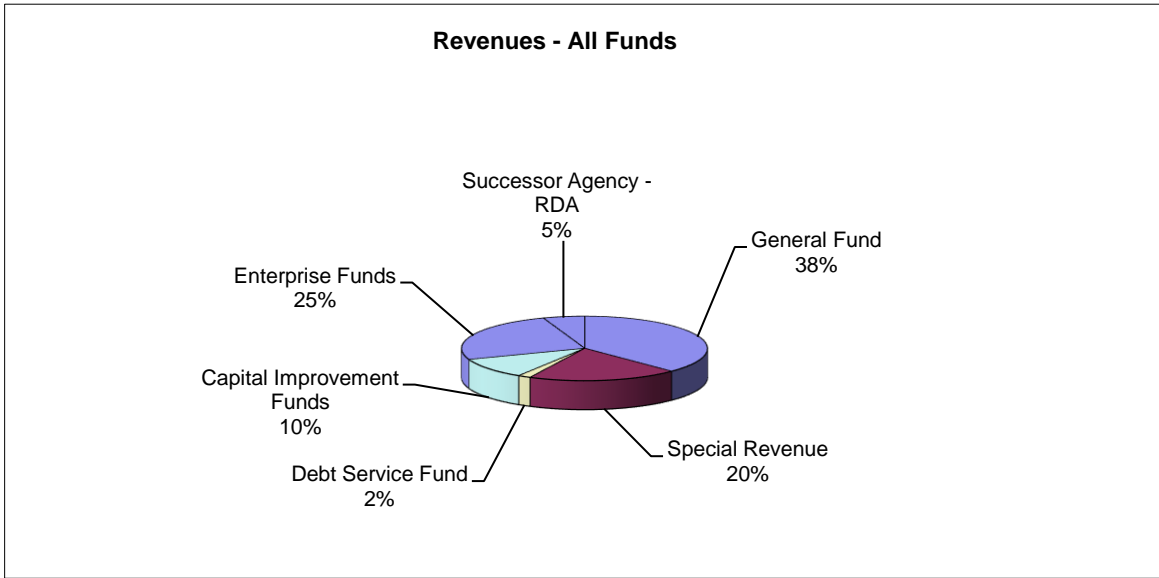
Maintenance & replacement of sewer  
transmission lines  
Solid waste disposal,  
Feasibility studies and design  
engineering



# Town of Apple Valley

## Fiscal Year 2016/2017 - Summary of All Funds

Revenues:		Expenditures:	
General Fund	\$29,133,543	General Fund	\$29,607,689
Special Revenue	15,318,116	Special Revenue	17,595,881
Debt Service	1,293,506	Debt Service	1,293,506
Capital Improvement Funds	8,071,633	Capital Improvement Funds	7,403,333
Enterprise Funds	19,529,819	Enterprise Funds	20,529,767
Successor Agency - RDA	4,238,541	Successor Agency - RDA	4,238,541
<b>Total Revenues</b>	<b>\$77,585,158</b>	<b>Total Expenditures</b>	<b>\$80,668,717</b>



**Town of Apple Valley**  
**CALCULATION OF PROJECTED FUND BALANCES**  
for the Fiscal Year Ending June 30, 2017

Fund No.	Fund Description	Projected Fund Balances 07/01/16	Estimated Revenues FY 16-17	Adopted Operating Budget FY 16-17
<b>1001</b>	<b>General Fund</b>	<b>18,277,099</b>	<b>21,643,686</b>	<b>25,623,456</b>
	<b>Special Revenue Funds:</b>			
2010	Gas Tax Fund	(544,699)	1,465,992	1,409,904
2013	Article 3	(164,416)	355,700	-
2015	Article 8	1,842,415	650,000	-
2021	Measure I Local 2040	7,082,315	2,502,219	-
2040	Air Pollution Control	85,868	47,320	47,320
2120	CDBG	(7,594)	1,087,704	1,079,564
2131	NSP 3	-	100,000	100,000
2320	Apple Valley Home	23,502	911,623	902,698
2330	Victorville Home	-	1,463,753	1,463,753
2410	Cal Home	-	40,000	40,000
2510	Parks & Recreation	(6,628,974)	2,620,420	3,176,403
2520	Quimby Funds	305,517	115,000	-
2610	Police Grants	(1,951)	29,177	62,538
2620	Asset Seizure	6,801	8,000	12,000
2630	Drug & Gang Prevention	6,536	7,500	-
2810	Assessment District LL	1,317,817	322,000	470,000
	<b>Subtotal Special Revenue Funds</b>	<b>3,323,137</b>	<b>11,726,408</b>	<b>8,764,180</b>
	<b>Debt Service Funds:</b>			
4105	1999 COPS	-		410,000
4108	2007 Town Hall	-		883,506
	<b>Subtotal Debt Service Funds</b>	<b>-</b>	<b>-</b>	<b>1,293,506</b>

<b>Adopted Capital Budget FY 16-17</b>	<b>Total Adopted Budget FY 16-17</b>	<b>Estimated Revenues Over (Under) Adopted Budget</b>	<b>Transfers In</b>	<b>Transfers Out</b>	<b>Projected Ending Fund Balances 06/30/17</b>
-	<b>25,623,456</b>	<b>(3,979,770)</b>	<b>7,489,857</b>	<b>3,984,233</b>	<b>17,802,953</b>
	1,409,904	56,088	1,657,007	1,102,007	66,389
191,284	191,284	164,416	-	-	-
35,000	35,000	615,000	-	400,000	2,057,415
3,979,110	3,979,110	(1,476,891)	923,000	2,675,458	3,852,966
-	47,320	-	-	-	85,868
-	1,079,564	8,140	-	-	546
-	100,000	-	-	-	-
-	902,698	8,925	-	-	32,427
-	1,463,753	-	-	-	-
-	40,000	-	-	-	-
-	3,176,403	(555,983)	1,011,701	448,842	(6,622,098)
-	-	115,000	-	-	420,517
-	62,538	(33,361)	-	-	(35,312)
-	12,000	(4,000)	-	-	2,801
-	-	7,500	-	-	14,036
-	470,000	(148,000)	-	-	1,169,817
<b>4,205,394</b>	<b>12,969,574</b>	<b>(1,243,166)</b>	<b>3,591,708</b>	<b>4,626,307</b>	<b>1,045,372</b>
	410,000	(410,000)	410,000		-
	883,506	(883,506)	883,506		-
-	<b>1,293,506</b>	<b>(1,293,506)</b>	<b>1,293,506</b>	-	-

**Town of Apple Valley**  
**CALCULATION OF PROJECTED FUND BALANCES**  
for the Fiscal Year Ending June 30, 2017

Fund No.	Fund Description	Projected Fund Balances 07/01/16	Estimated Revenues FY 16-17	Adopted Operating Budget FY 16-17
<b>Capital Improvement Funds:</b>				
4050	NAVISP	1,653,528	3,000	-
4410	Capital Improvement TIF Fund	5,792,473	4,216,875	-
4710	Animal Control Facilities	119,622	4,450	-
4720	Law Enforcement Facilities	70,347	25,200	-
4730	General Government Facilities	111,198	35,150	-
4740	Public Meeting Facilities	164,983	21,200	-
4750	Aquatic Facilities	71,672	6,300	-
4760	Storm Drains	1,494,507	121,500	-
4770	Sanitary Sewer Facilities	1,098,783	39,500	-
4910	Project Manager Grants	13,289	923,000	-
<b>Subtotal Capital Projects Funds</b>		<b>10,590,402</b>	<b>5,396,175</b>	<b>-</b>
<b>Total Governmental Funds</b>		<b>32,190,638</b>	<b>38,766,269</b>	<b>35,681,142</b>
<b>Enterprise Funds:</b>				
5010	Wastewater	8,776,379	6,940,000	4,769,566
5510	Solid Waste	2,108,701	11,519,700	8,521,174
5710	Apple Valley Golf Course	(3,522,237)	648,100	1,070,019
<b>Total Enterprise Funds</b>		<b>7,362,843</b>	<b>19,107,800</b>	<b>14,360,759</b>
<b>Successor Agency - RDA</b>				
2725	VVEDA Successor Agency Fund	2,343,763	1,137,499	1,137,499
2730	AV RDA Successor Agency Fund	(464,155)	3,101,042	3,101,042
		<b>1,879,608</b>	<b>4,238,541</b>	<b>4,238,541</b>
<b>GRAND TOTAL</b>		<b>41,433,089</b>	<b>62,112,610</b>	<b>54,280,442</b>

<b>Adopted Capital Budget FY 16-17</b>	<b>Total Adopted Budget FY 16-17</b>	<b>Estimated Revenues Over (Under) Adopted Budget</b>	<b>Transfers In</b>	<b>Transfers Out</b>	<b>Projected Ending Fund Balances 06/30/17</b>
-	-	3,000	-	-	1,656,528
6,480,333	6,480,333	(2,263,458)	2,675,458	-	6,204,473
-	-	4,450	-	-	124,072
-	-	25,200	-	-	95,547
-	-	35,150	-	-	146,348
-	-	21,200	-	-	186,183
-	-	6,300	-	-	77,972
-	-	121,500	-	-	1,616,007
-	-	39,500	-	-	1,138,283
-	-	923,000	-	923,000	13,289
<b>6,480,333</b>	<b>6,480,333</b>	<b>(1,084,158)</b>	<b>2,675,458</b>	<b>923,000</b>	<b>11,258,702</b>
<b>10,685,727</b>	<b>46,366,869</b>	<b>(7,600,600)</b>	<b>15,050,529</b>	<b>9,533,540</b>	<b>30,107,027</b>
230,000	4,999,566	1,940,434	-	1,855,799	8,861,014
-	8,521,174	2,998,526	-	4,083,209	1,024,018
-	1,070,019	(421,919)	422,019	-	(3,522,137)
<b>230,000</b>	<b>14,590,759</b>	<b>4,517,041</b>	<b>422,019</b>	<b>5,939,008</b>	<b>6,362,895</b>
-	1,137,499	-	-	-	2,343,763
-	3,101,042	-	-	-	(464,155)
-	<b>4,238,541</b>	-	-	-	<b>1,879,608</b>
<b>10,915,727</b>	<b>65,196,169</b>	<b>(3,083,559)</b>	<b>15,472,548</b>	<b>15,472,548</b>	<b>38,349,530</b>

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

**FISCAL YEARS 2013-2014 THROUGH 2016-2017**

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 13-14 Actual</b>	<b>FY 14-15 Actual</b>	<b>FY 15-16 Amended</b>	<b>FY 16-17 Adopted</b>
Taxes	23,557,257	22,831,202	22,975,930	23,495,276
Fines & Fees	16,114,888	17,489,529	18,504,350	19,440,360
Public Services	1,494,483	1,537,720	1,745,757	1,614,149
Community Development	5,189,830	18,513,911	23,516,132	9,986,192
Other Revenue	4,072,141	435,498	583,319	3,100,336
Rental	83,357	95,775	72,500	80,000
Investment Income	83,537	151,417	140,180	157,756
Transfers In	11,431,384	20,035,310	20,593,779	15,472,548
<b>Total Revenues &amp; Other Sources</b>	<b>\$ 62,026,877</b>	<b>\$ 81,090,362</b>	<b>\$ 88,131,947</b>	<b>\$ 73,346,617</b>
 <b>Expenditures &amp; Other Uses</b>				
Protection of Persons & Property	13,334,221	13,916,551	14,296,064	14,819,405
Public Services/Municipal Operations	14,383,440	15,685,960	15,123,388	15,532,471
Community Development	3,475,979	3,836,055	4,860,327	4,941,087
Transportation	1,433,651	1,632,967	1,698,327	1,879,904
Leisure & Community Services	4,152,575	4,189,304	4,257,244	4,246,422
General Government Support	6,720,090	7,214,456	7,294,785	7,382,206
Capital Improvement Projects	13,232,714	25,425,171	30,167,820	10,915,727
Debt Service:				
Principal Payments*	1,003,866	1,030,101	1,150,000	870,000
Interest Payments*	488,470	469,272	410,019	370,406
Transfers Out*	8,264,544	9,490,932	15,510,029	15,472,548
<b>Total Expenditures &amp; Other Uses</b>	<b>\$ 66,489,550</b>	<b>\$ 82,890,769</b>	<b>\$ 94,768,003</b>	<b>\$ 76,430,176</b>
<b>Net Change</b>	<b>\$ (4,462,673)</b>	<b>\$ (1,800,407)</b>	<b>\$ (6,636,056)</b>	<b>\$ (3,083,559)</b>

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

TOWN OF APPLE VALLEY, CALIFORNIA

**SCHEDULE OF INTERFUND TRANSFERS**

FISCAL YEAR 2016-2017

FUND	TRANSFERS IN	TRANSFERS OUT
General Fund - 1001	\$ 1,102,007	
General Fund - 1001	448,842	
General Fund - 1001	1,855,799	
General Fund - 1001	2,076,309	
General Fund - 1001	2,006,900	
General Fund - 1001		1,011,701
General Fund - 1001		1,293,506
General Fund - 1001		422,019
General Fund - 1002		1,257,007
Street Maintenance - 2010	1,257,007	
Street Maintenance - 2010		1,102,007
Street Maintenance - 2010	400,000	
Local Transportation Fund - 2015		400,000
Measure I Fund - 2021	923,000	
Measure I Fund - 2021		2,675,458
Parks & Recreation - 2510	1,011,701	
Parks & Recreation - 2510		448,842
Parks & Recreation - 2510		-
ROR Fund - 2730		-
Debt Service Funds - 4105,4106,4108	1,293,506	
CIP - Transportation Impact Fees - 4410	-	
CIP - Transportation Impact Fees - 4410	2,675,458	
Miscellaneous Grants - 4910		923,000
Wastewater - 5010		1,855,799
Wastewater - 5010	-	
Waste Management - 5510		2,076,309
Waste Management - 5510		2,006,900
Apple Valley Golf Course - 5710	422,019	
<b>Total</b>	<b>\$ 15,472,548</b>	<b>\$ 15,472,548</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 to Waste Water for purchase of capital equipment
- 9 Transfer to Measure I for Mojave Riverwalk South Project
- 10 Transfer to TIF fund for Yucca Loma Road Widening Project



**BUDGET COMPARISON  
BY FUND/BY DEPARTMENT**

<u>Fund/Department</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Actual</u>	<u>FY 15-16 Amended</u>	<u>FY 16-17 Adopted</u>
<b><u>General Fund (1001)</u></b>				
Town Council	\$ 172,015	259,138	\$ 238,736	\$ 279,961
Town Attorney	591,877	854,540	605,000	610,000
Town Manager	514,098	595,889	569,226	602,194
Finance	1,156,910	1,216,907	1,202,865	1,223,766
Town Clerk	588,891	452,274	437,974	499,843
Public Information	449,295	469,482	552,856	536,097
Human Resources	401,900	459,432	475,531	469,193
Information Technology	523,873	508,651	438,358	373,000
General Government	2,548,890	2,728,714	3,375,670	4,711,627
Public Facilities	2,234,770	2,228,375	2,381,216	2,007,658
Public Safety	11,613,712	12,131,828	12,510,768	12,919,007
Emergency Preparedness	28,504	29,782	58,718	140,911
Animal Control	720,616	662,012	752,132	728,188
Animal Shelter	1,078,679	1,257,797	1,294,820	1,251,988
Public Services - Administration	441,586	557,275	575,129	261,555
Code Enforcement	931,525	984,217	1,018,381	1,045,454
Building & Safety	474,667	582,982	502,015	592,175
Economic Development	57,200	88,725	128,184	126,540
Engineering	465,657	444,058	350,600	360,600
Community Development	667,205	828,282	932,595	867,932
<b>Subtotal Fund 1001</b>	<b>\$ 25,661,870</b>	<b>\$ 27,340,360</b>	<b>\$ 28,400,774</b>	<b>\$ 29,607,689</b>
<b><u>Gas Tax Fund (2010)</u></b>				
Street Maintenance	\$ 2,074,682	\$ 2,607,964	\$ 2,537,414	\$ 2,511,911
Non-Departmental	-	-	-	-
<b>Subtotal Fund 2010</b>	<b>\$ 2,074,682</b>	<b>\$ 2,607,964</b>	<b>\$ 2,537,414</b>	<b>\$ 2,511,911</b>
<b><u>Article 3 (2013)</u></b>				
Street Capital Projects	\$ 44,169	\$ 57,878	\$ 355,700	\$ 191,284
<b>Subtotal Fund 2015</b>	<b>\$ 44,169</b>	<b>\$ 57,878</b>	<b>\$ 355,700</b>	<b>\$ 191,284</b>
<b><u>Article 8 (2015)</u></b>				
Street Capital Projects	\$ 9,100	\$ 76,073	\$ 390,000	\$ 435,000
<b>Subtotal Fund 2015</b>	<b>\$ 9,100</b>	<b>\$ 76,073</b>	<b>\$ 390,000</b>	<b>\$ 435,000</b>
<b><u>Measure I - Local (2021)</u></b>				
Street Capital Projects	\$ 2,162,415	\$ 1,749,483	\$ 7,968,130	\$ 6,654,568
<b>Subtotal Fund 2021</b>	<b>\$ 2,162,415</b>	<b>\$ 1,749,483</b>	<b>\$ 7,968,130</b>	<b>\$ 6,654,568</b>
<b><u>Air Pollution Control (2040)</u></b>				
Transit	\$ 47,320	\$ 47,260	\$ 47,260	\$ 47,320
<b>Subtotal Fund 2040</b>	<b>\$ 47,320</b>	<b>\$ 47,260</b>	<b>\$ 47,260</b>	<b>\$ 47,320</b>
<b><u>CDBG (2120)</u></b>				
Community Development	\$ 302,625	\$ 585,725	\$ 984,122	\$ 1,079,564
<b>Subtotal Fund 2120</b>	<b>\$ 302,625</b>	<b>\$ 585,725</b>	<b>\$ 984,122</b>	<b>\$ 1,079,564</b>

**BUDGET COMPARISON  
BY FUND/BY DEPARTMENT**

Fund/Department	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Amended	FY 16-17 Adopted
<b><u>NSP3 (2131)</u></b>				
Community Development	\$ 453,068	\$ 51,687	\$ 71,200	\$ 100,000
<b>Subtotal Fund 2131</b>	<b>\$ 453,068</b>	<b>\$ 51,687</b>	<b>\$ 71,200</b>	<b>\$ 100,000</b>
<b><u>Apple Valley Home (2320)</u></b>				
Community Development	\$ 200,950	\$ 93,236	\$ 643,511	\$ 902,698
<b>Subtotal Fund 2320</b>	<b>\$ 200,950</b>	<b>\$ 93,236</b>	<b>\$ 643,511</b>	<b>\$ 902,698</b>
<b><u>Victorville Home (2330)</u></b>				
Community Development	\$ 296,276	\$ 129,081	\$ 1,006,365	\$ 1,463,753
<b>Subtotal Fund 2330</b>	<b>\$ 296,276</b>	<b>\$ 129,081</b>	<b>\$ 1,006,365</b>	<b>\$ 1,463,753</b>
<b><u>Cal Home (2410)</u></b>				
Community Development	\$ 815,655	\$ 1,312,056	\$ 50,000	\$ 40,000
<b>Subtotal Fund 2410</b>	<b>\$ 815,655</b>	<b>\$ 1,312,056</b>	<b>\$ 50,000</b>	<b>\$ 40,000</b>
<b><u>Parks &amp; Recreation (2510)</u></b>				
Programs	\$ 1,431,141	\$ 1,453,504	\$ 1,579,641	\$ 1,606,423
Parks	1,718,693	1,747,078	1,796,458	1,750,277
Facilities	261,013	236,500	271,825	268,545
<b>Subtotal Fund 2510</b>	<b>\$ 3,410,847</b>	<b>\$ 3,437,082</b>	<b>\$ 3,647,924</b>	<b>\$ 3,625,245</b>
<b><u>Quimby Fund (2520)</u></b>				
Street Capital Projects	\$ -	\$ -	\$ -	\$ -
<b>Subtotal Fund 2520</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b><u>Grants Fund (2610)</u></b>				
JAG Grant	\$ 4,388	\$ -	\$ 14,692	\$ 13,177
CALPAL Program	739	14,729	-	-
Homeland Security	17,727	-	19,767	16,000
CAL E M A	173,860	115,273	121,098	33,361
Sobriety Checkpoint	15,202	(7,660)	-	-
<b>Subtotal Fund 2610</b>	<b>\$ 211,916</b>	<b>\$ 122,342</b>	<b>\$ 155,557</b>	<b>\$ 62,538</b>
<b><u>Asset Seizure (2620)</u></b>				
Police	\$ 26,577	\$ 18,140	\$ 3,365	\$ 12,000
<b>Subtotal Fund 2620</b>	<b>\$ 26,577</b>	<b>\$ 18,140</b>	<b>\$ 3,365</b>	<b>\$ 12,000</b>
<b><u>Drug &amp; Gang Prevention (2630)</u></b>				
Police	\$ -	\$ -	\$ -	\$ -
<b>Subtotal Fund 2630</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b><u>Lighting &amp; Landscape District (2810)</u></b>				
Right of Way Maintenance	\$ 231,697	\$ 225,804	\$ 230,000	\$ 460,000
Engineering Contractor	6,804	6,908	10,000	10,000
<b>Subtotal Fund 2810</b>	<b>\$ 238,501</b>	<b>\$ 232,712</b>	<b>\$ 240,000</b>	<b>\$ 470,000</b>
<b><u>NAVISP Infrastructure (4050)</u></b>				
NAVISP	\$ -	\$ 555	\$ -	\$ -
<b>Subtotal Fund 4050</b>	<b>\$ -</b>	<b>\$ 555</b>	<b>\$ -</b>	<b>\$ -</b>

**BUDGET COMPARISON  
BY FUND/BY DEPARTMENT**

Fund/Department	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Amended	FY 16-17 Adopted
<b><u>1999 COP's (4105)</u></b>				
Town Hall Debt Service	\$ 344,546	\$ 380,984	\$ 430,000	\$ 410,000
<b>Subtotal Fund 4105</b>	<b>\$ 344,546</b>	<b>\$ 380,984</b>	<b>\$ 430,000</b>	<b>\$ 410,000</b>
<b><u>2001 COP's (4106)</u></b>				
Town Hall Debt Service	\$ 234,928	\$ 230,454	\$ 352,000	\$ -
<b>Subtotal Fund 4106</b>	<b>\$ 234,928</b>	<b>\$ 230,454</b>	<b>\$ 352,000</b>	<b>\$ -</b>
<b><u>2007 Town Hall Revenue Bonds (4108)</u></b>				
Town Hall Debt Service	\$ 884,674	\$ 886,294	\$ 881,019	\$ 883,506
<b>Subtotal Fund 4108</b>	<b>\$ 884,674</b>	<b>\$ 886,294</b>	<b>\$ 881,019</b>	<b>\$ 883,506</b>
<b><u>CIP TIF Fund (4410)</u></b>				
Street Capital Projects	\$ 11,491,376	\$ 23,489,433	\$ 25,078,570	\$ 6,480,333
<b>Subtotal Fund 4410</b>	<b>\$ 11,491,376</b>	<b>\$ 23,489,433</b>	<b>\$ 25,078,570</b>	<b>\$ 6,480,333</b>
<b><u>Law Enforcement Facilities (4720)</u></b>				
PD T/I 2014/2015	\$ -	\$ 24,000	\$ 40,000	\$ -
<b>Subtotal Fund 4720</b>	<b>\$ -</b>	<b>\$ 24,000</b>	<b>\$ 40,000</b>	<b>\$ -</b>
<b><u>General Government Facilities (4730)</u></b>				
PD T/I 2014/2015	\$ -	\$ 75,737	\$ -	\$ -
<b>Subtotal Fund 4730</b>	<b>\$ -</b>	<b>\$ 75,737</b>	<b>\$ -</b>	<b>\$ -</b>
<b><u>Aquatic Facilities (4750)</u></b>				
Aquatic Capital Projects	\$ -	\$ -	\$ 12,000	\$ -
<b>Subtotal Fund 4750</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 12,000</b>	<b>\$ -</b>
<b><u>Storm Drains (4760)</u></b>				
Dry Well Projects	\$ 911	\$ 412	\$ 100,000	\$ -
Land Acquisition	-	-	\$ 40,900	-
<b>Subtotal Fund 4760</b>	<b>\$ 911</b>	<b>\$ 412</b>	<b>\$ 140,900</b>	<b>\$ -</b>
<b><u>Project Manager Grants (4910)</u></b>				
DOC Recycling	\$ 17,208	\$ 14,191	\$ -	\$ -
Waste Tire Amnesty	5,866	16,357	-	-
Civic Center Park	15,892	-	-	-
Safe Routes to School	20,303	21,055	-	-
Hwy 18 Village Area Median	-	-	-	-
Special Purpose Grants	189,956	312,297	1,616,750	923,000
<b>Subtotal Fund 4910</b>	<b>\$ 249,225</b>	<b>\$ 363,900</b>	<b>\$ 1,616,750</b>	<b>\$ 923,000</b>
<b><u>Sewer System Maintenance (5010)</u></b>				
Operations & Maintenance	\$ 4,032,419	\$ 5,040,236	\$ 4,205,663	\$ 4,838,183
Capital Expenditures	2,086,596	1,713,225	1,911,979	2,017,182
<b>Subtotal Fund 5010</b>	<b>\$ 6,119,015</b>	<b>\$ 6,753,461</b>	<b>\$ 6,117,642</b>	<b>\$ 6,855,365</b>

**BUDGET COMPARISON  
BY FUND/BY DEPARTMENT**

<u>Fund/Department</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Actual</u>	<u>FY 15-16 Amended</u>	<u>FY 16-17 Adopted</u>
<b><u>Solid Waste (5510)</u></b>				
Waste Management	\$ 7,226,075	\$ 7,810,041	\$ 7,856,614	\$ 8,190,613
Debt Service	361,412	352,390	553,561	330,561
Transfer Out	2,488,500	3,644,925	4,119,157	4,083,209
<b>Subtotal Fund 5510</b>	<b><u>\$ 10,075,987</u></b>	<b><u>\$ 11,807,356</u></b>	<b><u>\$ 12,529,332</u></b>	<b><u>\$ 12,604,383</u></b>
<b><u>Apple Valley Golf Course (5710)</u></b>				
Non-Departmental	\$ 120,728	\$ 147,928	\$ 179,212	\$ 179,282
Administration	148,565	137,727	135,975	135,875
Food & Beverage	8,362	1,586	-	-
Grounds	615,654	642,636	597,675	597,675
Facilities	175,123	85,261	87,081	88,162
Pro Shop	64,466	51,784	68,525	69,025
<b>Subtotal Fund 5710</b>	<b><u>\$ 1,132,898</u></b>	<b><u>\$ 1,066,922</u></b>	<b><u>\$ 1,068,468</u></b>	<b><u>\$ 1,070,019</u></b>
<b><u>Successor Agency - RDA</u></b>				
VVEDA RORF	\$ 6,757,573	\$ 1,139,713	\$ 1,631,728	\$ 1,137,499
PA#2 RORF	12,366,681	13,265,489	8,138,922	3,101,042
<b>Subtotal RDA Funds</b>	<b><u>\$ 19,124,254</u></b>	<b><u>\$ 14,405,202</u></b>	<b><u>\$ 9,770,650</u></b>	<b><u>\$ 4,238,541</u></b>
<b>Grand Total</b>	<b><u>\$ 85,613,785</u></b>	<b><u>\$ 97,246,052</u></b>	<b><u>\$ 104,538,653</u></b>	<b><u>\$ 80,668,717</u></b>

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

Description	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Amended	FY 16-17 Adopted
Salaries & Benefits				
Salaries Regular	6,390,801	6,892,182	7,075,226	6,842,846
Salaries Part-Time	684,871	722,057	788,001	865,720
Overtime	35,943	30,803	43,100	41,100
Cafeteria Benefits	1,033,918	1,085,147	1,126,067	1,086,322
Deferred Comp	109,706	130,200	128,627	122,164
FICA	-	-	-	2,472
RHS	-	-	34,063	31,891
Health Benefits - Retirees	87,160	98,690	98,000	165,000
Medicare	104,638	112,682	115,734	112,964
PERS	1,323,911	1,586,554	1,580,758	1,517,672
Auto Allowance				78,398
Direct Housing Loan Costs	(65,339)	-	-	-
Uniform Expenses	29,630	28,166	34,150	36,965
<b>Salaries &amp; Benefits</b>	<b>9,735,239</b>	<b>10,686,480</b>	<b>11,023,726</b>	<b>10,903,514</b>
Advertising/Marketing	33,489	115,162	192,850	199,650
Banking Fees - check 21	3,142	3,467	3,900	4,400
Council & Commissioners	1,302	1,222	7,000	2,000
Credit Card Costs	85,482	107,818	116,000	120,000
Disposal Services	35,583	46,785	35,220	43,800
Education & Training	54,880	58,130	79,640	53,994
Insurance	1,092,923	876,488	907,320	915,000
Meetings & Conferences	100,504	151,425	115,375	80,620
Membership & Dues	69,579	59,613	64,102	56,055
Mileage Exp/Allowance	54,481	92,517	109,620	59,660
Miscellaneous Costs	18,131	201,692	12,100	11,900
Office Supplies/Exp	39,038	41,453	47,518	43,475
Postage	67,109	66,188	70,700	72,200
Printing	67,704	69,786	85,525	87,825
Rent	-	-	-	-
Subscriptions	3,352	3,905	8,770	8,450
Utilities: Phone, Internet, Cell Phones	136,783	163,938	91,275	121,075
Utilities: Electricity Usage	580,221	611,674	611,242	619,700
Utilities: Natural Gas Usage	113,788	91,577	99,750	117,500
Utilities: Water Usage	746,181	726,904	591,621	674,000
Animal Food Supplies	1,246	621	1,500	750
Assessment District Costs	-	-	37,900	7,900
Farmer Market				5,000
AVGC Charges	-	-	-	-
Bad Debt	242,250	23,592		23,800
Concession (Resale) Costs	4,967	3,729	4,000	4,000
Election	186,449	17,380	-	50,000
Gift Certificates	(3,253)	316		
Graffiti Removal & Supplies	38,223	34,627	40,000	32,000
Grand Openings/Ground Breakings	2,673	-	2,000	3,000
Hardware/Software Supplies/Exp	82,329	108,719	108,550	84,300
License & Fees	1,210	1,009	1,250	1,250
Management Fee	72,000	96,000	96,000	96,000
NPDES Compliance	77,723	151,509	145,000	125,000
NPDES - CAA	12,593	12,308	23,000	30,000
Pass Through Agreements	11,815,362	20,854,945	-	-
Public Information	1,562	1,839	4,100	4,350
Range Supplies	3,531	3,975	3,500	3,500
Safety & Security	11,537	11,649	19,380	18,105
Signing	1,123	19	500	400
Special Dept Supplies/Exp	46,579	30,142	49,632	54,500
Staff Services	7,134	149,802	11,850	11,850
Vandalism Repairs	31,600	1,377	5,200	9,850
Prior Period Adjustment	-	4,848,326		
<b>General Operating</b>	<b>15,940,510</b>	<b>29,841,627</b>	<b>3,802,890</b>	<b>3,856,859</b>

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

Description	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Amended	FY 16-17 Adopted
Acquisition, Rehab, & Resale	-	-	82,480	-
CDBG	105,537	201,780	249,812	304,263
CHDO	166,269	44,103	368,210	639,418
Down Payment Assistance	758,401	1,194,124	50,000	40,000
HELP Debt Service	307,526	-	-	-
HOME Administration	30,665	1,145	15,298	15,298
Mortgage Assistance Program	7,988	-	27,364	2,464
Marketing	8,511	5,619	5,000	5,000
Neighborhood Stabilization Prog	379,055	51,687	-	-
Owner Occupied Rehab	-	-	66,601	156,601
Residential Rehab Loans	283,713	199	795,134	946,878
Sponsorships	1,085	47,680	6,750	7,000
Senior Home Repair	106,081	96,404	642,614	1,000,288
Trade Shows	28,281	60,544	30,000	28,000
Victorville CHDO Project 13/14	-	-	95,000	95,000
Loan to 80% for ERAF	-	-	777,273	528,819
<b>Economic Development</b>	<b>2,183,112</b>	<b>1,703,285</b>	<b>3,211,536</b>	<b>3,769,029</b>
<b>Building Maintenance</b>	<b>231,688</b>	<b>150,262</b>	<b>150,200</b>	<b>153,100</b>
<b>General Fund Grants</b>	<b>28,965</b>	<b>(7,660)</b>	<b>-</b>	<b>-</b>
<b>Grounds Maintenance</b>	<b>182,396</b>	<b>165,487</b>	<b>188,145</b>	<b>164,170</b>
<b>PIO Events</b>	<b>61,459</b>	<b>73,193</b>	<b>106,100</b>	<b>71,800</b>
Drainage Maint. & Repairs	-	3,864	9,000	15,000
Paving and Sealing - Engineering	45,357	35,079	-	-
Right-of-Way Maintenance	354,666	279,448	305,000	555,000
Sewer System Maintenance	101,020	63,254	72,800	75,000
Sewer Treatment	1,526,636	1,667,281	1,477,500	2,100,000
Signal & Lighting Maint	57,201	78,765	115,000	90,000
Signal & Lighting Maint - Engineering	652	909	-	-
Signing	24,211	27,387	23,000	23,000
Small Tools	11,492	10,295	11,550	11,150
Street Repairs	82,777	133,640	125,000	125,000
Street Repairs: Adopt a Street	1,788	478	2,000	2,000
Street Striping	14,761	19,429	30,000	30,000
Street Striping - Engineering	3,204	484	-	-
Street Sweeping	19,072	36,867	17,000	17,000
Transit Services	-	-	55,000	46,000
<b>Public Works</b>	<b>2,242,837</b>	<b>2,357,180</b>	<b>2,242,850</b>	<b>3,089,150</b>
<b>Culture and Recreation</b>	<b>181,217</b>	<b>267,412</b>	<b>226,349</b>	<b>238,287</b>
ACS	154,724	171,503	164,000	175,000
Audit	28,000	45,400	64,100	51,700
AVCO Disposal	5,266,945	5,608,860	5,900,000	5,900,000
Building & Safety Contractor	473,528	581,971	500,000	590,000
Cal-ID Systems	73,535	74,168	79,000	79,000
Cal-EMA	-	-	33,267	-
Contract Services	1,668,753	4,660,321	2,756,885	1,841,197
County Sheriff	11,052,950	11,679,935	12,104,167	12,388,550
County Solid Waste	1,400,151	1,462,601	1,500,000	1,575,000
Drugs/Vaccinations	47,708	47,391	38,000	39,900
Emergency Vet Service	3,679	3,460	2,000	3,500
Engineering Contractor	537,891	536,772	442,000	446,000
Filing Fees	2,205	-	4,600	4,800
Household Hazardous Waste	82,380	82,144	102,000	98,000
Legal	617,938	888,477	666,250	611,250
MRF Operations/Admin	-	-	-	250,000

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

Description	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Amended	FY 16-17 Adopted
Organic Recycling	9,864	13,040	13,000	13,000
Solid Waste JPA	31,704	275,779	50,000	50,000
Spay/Neuter Program	133,692	122,927	102,000	111,900
Stiles Removal/D & D Removal	12,594	12,804	13,400	13,400
Unfunded Loan Costs	8,940	11,580	-	-
<b>Contract and Professional Services</b>	<b>21,607,181</b>	<b>26,279,133</b>	<b>24,534,669</b>	<b>24,242,197</b>
Communications Equip	929	574	5,600	5,550
Equipment Maintenance	63,473	54,989	63,650	66,850
Equipment Rental	149	791	4,000	3,450
Gasoline, Diesel, Oil	407,663	377,535	381,100	399,500
Leased Equipment	149,461	162,922	250,289	253,100
Safety Equipment	7,303	4,801	5,500	6,500
Vehicle Maintenance	209,344	169,056	159,900	181,400
Vehicle Replacement	-	-	500	500
<b>Vehicles &amp; Equipment (non-capital)</b>	<b>838,322</b>	<b>770,668</b>	<b>870,539</b>	<b>916,850</b>
<b>Capital Equipment</b>	<b>140,572</b>	<b>126,526</b>	<b>187,500</b>	<b>4,500</b>
Contract Service Projects	-	-	-	-
AV Bus Stop Accessibility(S.18)	-	-	30,000	-
AV Rd/BV Rd SE Corner Imp	-	-	-	-
AV Rd/Town Center Imp	94,949	-	-	5,000
AV Rd Rehab-BV to Town Center	-	-	5,000	-
AV Rd Tuscola Signal	-	105,758	380,000	-
AV Save Routes to School	-	1,712	225,000	127,500
Animal Shelter Water Damage	2,208	-	-	-
Bear Valley Bike Path, Phase I	44,169	57,878	355,700	196,284
Bear Valley Bridge Repair 6/16/10	98,938	251,084	1,022,650	480,000
Bear Valley Rd/Deep Creek Signal	503	1,065	-	-
Bear Valley Rd/Mohawk Signal	10,980	414,466	5,000	-
Bus Stop Imp BV to Central	-	-	-	-
Capital Projects	33,133	67,636	35,000	265,000
Corwin/Tao Signal Design	-	16,134	-	-
Change in Invest Joint Venture	-	-	-	-
Dale Evans Parkway@Waalaw Road	4,501	-	300,000	280,000
Dale Evans Resurface	-	-	-	-
Deep Creek Rd (BV to Tussing)	-	251,904	-	-
Dry Wells	-	-	100,000	-
High Desert Corridor	6,953	4,442	25,000	25,000
Hwy 18 Shoulder Widening	-	-	-	20,000
Hwy 18 AV Rd to Corwin	208,693	148,391	45,000	45,000
Hwy 18 Village Area Project	-	3,310	-	-
James Woody Park Damage	45,362	-	-	-
John Glen Roadway Imp	-	-	-	-
Joshua Road Resurfacing	-	-	-	-
Kasota Rd Widening (SR 18 to 400' North)	-	-	-	-
Kiowa (Bear Valley & Tussing)	696,799	497	27,500	-
Mojave Riverwalk South	-	7,296	923,000	923,000
Land Acquisition	2,237	77,380	40,900	-
Navajo Rd Rehab (BV to Hwy 18)	-	-	10,000	1,230,333
NAVISP	-	555	-	-
PD - T/I 2014-2015	-	31,745	-	-
Paving-PMS Priorities	1,241,763	28,646	972,500	1,000,000
Powhatan Road Street Imp	-	32,473	5,000	-
Ramona Road Widening	61,620	18,756	10,000	10,000
Rancherias Road Resurface	27,689	829,496	-	-
San Bag Congestion Mgmt Plan Cont	-	-	5,000	5,000
SR25 Rancho Verde Elementary	12,357	12,070	10,000	10,000



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

Description	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Amended	FY 16-17 Adopted
Standing Rock @ Hwy 18	-	-	150,000	150,000
Tao Road				95,000
Town Wide Class II Bikeway	-	3,461	5,000	5,000
Yucca Loma Bridge	10,888,357	23,028,215	11,829,170	370,000
Yucca Loma Elementary School	7,945	21,055	10,000	423,610
Yucca Loma Road Undergrounding	4,473	-	-	
Yucca Loma Road Widening	4,701	106,234	13,489,400	5,250,000
<b>Capital Projects</b>	<b>13,498,330</b>	<b>25,521,660</b>	<b>30,015,820</b>	<b>10,915,727</b>
<b>Interfund Transfers</b>	<b>11,425,286</b>	<b>20,035,106</b>	<b>20,623,779</b>	<b>15,472,548</b>
<b>Depreciation and Amortization</b>	<b>1,793,033</b>	<b>1,803,414</b>	<b>1,798,141</b>	<b>1,803,414</b>
<b>Debt Service</b>	<b>5,542,598</b>	<b>5,908,196</b>	<b>5,556,409</b>	<b>5,067,572</b>
<b>Total Appropriations - All Funds</b>	<b>85,632,745</b>	<b>125,681,969</b>	<b>104,538,653</b>	<b>80,668,717</b>

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Town of Apple Valley

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

	2008	2009	2010	2011	2012	2013	2014	2015
Assessed valuation	5,445,989,305	5,670,597,064	5,048,428,091	4,551,514,104	4,519,225,930	4,490,384,930	4,602,460,138	4,842,129,422
Conversion percentage	25%	25%	25%	25%	25%	25%	25%	25%
Adjusted assessed valuation	1,361,497,326	1,417,649,266	1,262,107,023	1,137,878,526	1,129,806,483	1,122,596,233	1,150,615,035	1,210,532,356
Debt limit percentage	15%	15%	15%	15%	15%	15%	15%	15%
Debt limit	204,224,599	212,647,390	189,316,053	170,681,779	169,470,972	168,389,435	172,592,255	181,579,853
Total net debt applicable to limit: Certificates of Participation	17,590,000	16,755,000	15,815,000	14,845,000	13,840,000	12,795,000	11,720,000	10,545,526
Legal debt margin	186,634,599	195,892,390	173,501,053	155,836,779	155,630,972	155,594,435	160,872,255	171,034,327
Total debt applicable to the limit as a percentage of debt limit	8.6%	7.9%	8.4%	8.7%	8.2%	7.6%	6.8%	5.8%

Source: San Bernardino County Assessor's Office 2014/2015 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.

**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 4.750% 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.

**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 Authority 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, 2016, 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	2005		2007		2007		2007		Obligation Under Installment Purchase Agreement	Totals
		Tax Allocation	Bonds	Tax Allocation	Bonds	Tax Allocation	Bonds	Lease Revenue	Bonds		
2017	\$ 446,025	\$ 512,297	\$ 545,258	\$ 2,385,950	\$ 880,405	\$ 267,661	\$ 5,037,596				
2018	436,638	513,363	542,088	2,386,350	876,781	266,829	5,022,049				
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	239,304	4,989,092				
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	552,138	2,386,000	875,750	-	4,321,490				
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				
<b>Total Principal and Interest</b>	<b>\$ 1,736,575</b>	<b>\$ 9,711,899</b>	<b>\$ 12,497,935</b>	<b>\$ 50,062,760</b>	<b>\$ 10,511,052</b>	<b>\$ 1,041,341</b>	<b>\$ 85,561,562</b>				
<b>Less Interest Payments</b>	<b>(256,575)</b>	<b>(3,461,899)</b>	<b>(4,927,935)</b>	<b>(19,327,760)</b>	<b>(2,531,052)</b>	<b>(118,633)</b>	<b>(30,623,854)</b>				
<b>Outstanding Principal</b>	<b>\$ 1,480,000</b>	<b>\$ 6,250,000</b>	<b>\$ 7,570,000</b>	<b>\$ 30,735,000</b>	<b>\$ 7,980,000</b>	<b>\$ 922,708</b>	<b>\$ 54,937,708</b>				

## LONG-TERM DEBT OUTSTANDING FISCAL YEAR ENDED JUNE 30, 2016

	Beginning Balance July 1, 2015	Additions	Reductions	Projected Balance June 30, 2016	Due During Fiscal Year 2016-17
<b>Governmental Activities:</b>					
Certificates of Participation:					
1999 Certificates of Participation	\$ 1,830,000	\$	\$ (350,000)	\$ 1,480,000	\$ 355,000
2001 Certificates of Participation	247,000		(247,000)	-	-
Total Certificates of Participation	2,077,000	-	(597,000)	1,480,000	355,000
2005 Tax Allocation Bonds	6,455,000		(205,000)	6,250,000	215,000
Unamortized Premium on Tax Allocation Bonds	33,130		(1,664)	31,466	-
2007 Tax Allocation Bonds VVEDA Project Area	7,755,000		(185,000)	7,570,000	190,000
Unamortized Discount on Tax Allocation Bonds VVEDA Project Area	(208,137)		9,497	(198,640)	-
2007 Tax Allocation Bonds Project Area 2	31,575,000		(840,000)	30,735,000	880,000
Unamortized Premium on Tax Allocation Bonds Project Area 2	90,208		(4,101)	86,107	-
Total Tax Allocation Bonds	45,700,201	-	(1,226,268)	44,473,933	1,285,000
2007 Lease Revenue Bonds Series A	8,470,000		(490,000)	7,980,000	515,000
Unamortized Discount on Lease Revenue Bonds	(64,474)		2,930	(61,544)	-
Total Lease Revenue Bonds	8,405,526	-	(487,070)	7,918,456	515,000
Compensated Absences	1,062,228	*	*	1,062,228	*
Claims Payable	45,000	*	*	45,000	40,000
Net Pension Liability	7,828,804	*	*	7,828,804	*
Net OPEB Obligation	2,183,211	*	*	2,183,211	-
Total Governmental Activities	\$ 67,301,970	\$ -	\$ (2,310,338)	\$ 64,991,632	\$ 2,195,000
<b>Business-type Activities:</b>					
2001 Certificates of Participation	\$ 63,000	\$	\$ (63,000)	\$ -	\$ -
Net Pension Liability	506,677	*	*	506,677	*
Obligation Under Installment Purchase Agreement	1,131,875		(209,167)	922,708	220,833
Total Business-type Activity	\$ 1,701,552	\$ -	\$ (272,167)	\$ 1,429,385	\$ 220,833

\*= Data not available at this time.



**Town of Apple Valley**

**Master Staffing Plan FY 2016-2017**

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	2.5000	NR
<b>Total Council:</b>	<b>5.00</b>		<b>2.50</b>	<b>2.5000</b>	
<b>Department: Town Manager</b>					
Town Manager	1.00	100%	1.00	1.0000	NR
Special Projects Manager	1.00	100%	1.00	1.0000	NR
Executive Secretary	1.00	100%	1.00	1.0000	50
<b>Total Town Manager:</b>	<b>3.00</b>		<b>3.00</b>	<b>3.0000</b>	
<b>Department: Finance</b>					
Assistant Town Manager	1.00	100%	1.00	1.0000	NR
Assistant Director of Finance	1.00	100%	1.00	1.0000	NR
Senior Accountant	1.00	100%	1.00	1.0000	58
Executive Secretary	1.00	100%	1.00	1.0000	50
Accountant I	1.00	100%	1.00	1.0000	46
Account Clerk II	4.00	100%	3.00	3.0000	36
Office Assistant	1.00	100%	1.00	1.0000	26
<b>Total Finance:</b>	<b>10.00</b>		<b>9.00</b>	<b>9.0000</b>	
<b>Department: Town Clerk</b>					
Town Clerk	1.00	100%	1.00	1.0000	NR
Deputy Town Clerk	2.00	100%	2.00	2.0000	49
Records Technician *	1.00	100%	1.00	0.0000	36
<b>Total Town Clerk:</b>	<b>4.00</b>		<b>4.00</b>	<b>3.0000</b>	
<b>Department: Public Information</b>					
Marketing and Public Affairs Officer	1.00	100%	1.00	1.0000	NR
Public Relations Specialist	1.00	100%	1.00	1.0000	49
Event Coordinator	1.00	100%	1.00	1.0000	47
Administrative Secretary	1.00	100%	1.00	1.0000	44
<b>Total Public Information:</b>	<b>4.00</b>		<b>4.00</b>	<b>4.0000</b>	
<b>Department: Human Resources &amp; Risk Mngmt</b>					
Assistant Town Manager	1.00	100%	1.00	1.0000	NR
Human Resources Analyst	1.00	100%	1.00	1.0000	58
HR Payroll Coordinator	1.00	100%	1.00	1.0000	52
Human Resources Assistant	1.00	100%	1.00	1.0000	46
<b>Total Human Resources &amp; Risk Mngmt:</b>	<b>4.00</b>		<b>4.00</b>	<b>4.0000</b>	
<b>Department: Economic Development</b>					
Economic Development Manager	1.00	100%	1.00	1.0000	NR
Economic Development Intern	1.00	68%	0.68	0.6800	20
<b>Total Economic Development:</b>	<b>2.00</b>		<b>1.68</b>	<b>1.6800</b>	
<b>Department: Emergency Preparedness</b>					
Emergency Services Officer	0.40	100%	0.40	1.0000	58
Sr. Office Assistant (PT)	0.50	100%	0.50	0.5000	32
<b>Total Emergency Preparedness:</b>	<b>0.90</b>		<b>0.90</b>	<b>1.5000</b>	
<b>Department: Community Dev. / Planning</b>					
Assistant Town Manager	1.00	100%	1.00	1.0000	NR
Principal Planner	1.00	100%	1.00	1.0000	68
Senior Planner	2.00	100%	2.00	1.0000	62
Associate Planner	1.00	100%	1.00	1.0000	56
Assistant Planner*	1.00	100%	1.00	0.0000	50
Executive Secretary	1.00	100%	1.00	1.0000	50
Program Assistant	1.00	40%	0.40	0.4000	11
Commissioners	5.00	25%	1.25	1.2500	NR
<b>Total Community Dev. / Planning:</b>	<b>13.00</b>		<b>8.65</b>	<b>6.6500</b>	

\*Authorized but not funded

**Town of Apple Valley**

**Master Staffing Plan FY 2016-2017**

Job Classification	# of Positions Authorized	Position % of FTE	Authorized FTE's	Budgeted FTE's	Salary Range
<b>Department: Community Dev. / Housing</b>					
Housing Comm.Dev. Specialist II	1.00	100%	1.00	1.0000	60
Housing Comm. Dev Specialist I	1.50	100%	1.50	1.5000	54
Program Assistant	1.00	60%	0.60	0.6000	11
<b>Total Community Dev. / Housing:</b>	<b>3.50</b>		<b>3.10</b>	<b>3.1000</b>	
<b>Department: Code Enforcement</b>					
Code Enforcement Manager	1.00	100%	1.00	1.0000	NR
Senior Code Enforcement Officer	1.00	100%	1.00	1.0000	52
Code Enforcement Officer II	6.00	100%	5.00	4.0000	48
Code Enforcement Officer I	1.00	100%	1.00	1.0000	42
Community Enhancement Officer	0.50	100%	0.50	0.5000	40
Code Enforcement Technician	3.00	100%	2.00	2.0000	38
<b>Total Code Enforcement:</b>	<b>12.50</b>		<b>10.50</b>	<b>9.5000</b>	
<b>Department: Animal Services</b>					
Director of Animal Services	1.00	100%	1.00	1.0000	NR
Animal Services Supervisor	2.00	100%	2.00	1.0000	52
Sr. Animal Services Officer	2.00	100%	2.00	2.0000	48
Animal Services Administrative Secretary	1.00	100%	1.00	1.0000	44
Animal Services Officer II	2.00	100%	2.00	1.0000	42
Animal Services Officer I	2.00	100%	2.00	2.0000	38
Animal Services Technician	6.00	100%	5.00	5.0000	36
Animal Health Assistant	1.00	100%	1.00	1.0000	35
Senior Animal Services Specialist	1.00	100%	1.00	1.0000	35
Office Assistant (PT)	1.00	70%	1.00	0.7000	26
Animal Services Assistant	4.50	100%	4.50	4.5000	24
Program Assistant	4.00	50%	2.00	2.0000	11
<b>Total Animal Services /Shelter:</b>	<b>27.50</b>		<b>24.50</b>	<b>22.20</b>	
<b>Department: Police Department</b>					
Sr. Office Assistant (PT)	0.50	100%	0.50	0.5000	32
PAL Office Assistant (PT)	0.48	100%	0.48	0.4800	NR
PAL Boxing Coach (PT)	0.48	100%	0.48	0.4800	NR
<b>Total Police Department:</b>	<b>1.4600</b>		<b>1.4600</b>	<b>1.4600</b>	
<b>Department: Recreation / Recreation</b>					
Parks & Recreation Manager	1.00	100%	1.00	1.0000	NR
Emergency Services Officer	0.60	100%	0.60	0.6000	58
Recreation Supervisor	2.00	100%	1.00	1.0000	48
Administrative Secretary	1.00	100%	1.00	1.0000	44
Recreation Coordinator	1.63	100%	1.63	1.6300	40
Sr Office Assistant	1.00	100%	1.00	1.0000	32
Office Assistant	1.00	100%	1.00	1.0000	26
Event Assistant (PT)	2.00	50%	1.00	1.0000	22
Recreation Assistant	2.00	60%	1.20	1.2000	22
Sr. Lifeguard (PT)	1.00	51%	0.51	0.5100	20
Lifeguard (Various PT)	8.76	50%	4.38	4.3800	16
Recreation Leader II (PT)	7.10	50%	3.55	3.5500	16
Recreation Leader I (PT)	12.30	50%	6.15	6.1500	11
Commissioner	5.00	25%	1.25	1.2500	NR
<b>Total Recreation / Recreation:</b>	<b>46.39</b>		<b>25.270</b>	<b>25.2700</b>	
<b>Department: Public Services / Administration</b>					
Assistant Town Manager	1.00	100%	1.00	1.0000	NR
Environmental & Transit Services Manager	0.50	100%	0.50	0.5000	NR
Administrative Analyst II	1.00	100%	1.00	1.0000	58
Sr. Office Assistant	1.00	100%	1.00	1.0000	32
<b>Total Public Services / Administration:</b>	<b>3.50</b>		<b>3.50</b>	<b>3.5000</b>	

**Town of Apple Valley**

**Master Staffing Plan FY 2016-2017**

Job Classification	# of Positions Authorized	Position % of FTE	Authorized FTE's	Budgeted FTE's	Salary Range
<b>Department: Public Works / Street Maintenance</b>					
Public Works Director	1.00	100%	1.000	1.0000	NR
Public Works Manager	1.00	100%	1.000	1.0000	NR
Public Works Supervisor	1.00	100%	1.00	1.0000	56
Sr. Maintenance Worker	1.00	50%	0.50	0.5000	41
Maintenance Worker II	2.00	100%	2.00	2.0000	37
Maintenance Worker I	2.00	100%	2.00	2.0000	33
<b>Total Public Works / Street Maintenance:</b>	<b>8.00</b>		<b>7.50</b>	<b>7.5000</b>	
<b>Department: Public Works / Wastewater</b>					
Public Works Supervisor	1.00	100%	1.00	1.0000	56
Public Services Technician	1.00	100%	1.00	1.0000	39
Sr. Maintenance Worker	1.00	100%	1.00	1.0000	41
Maintenance Worker II	2.00	100%	2.00	2.0000	37
Maintenance Worker I	1.00	100%	1.00	1.0000	33
<b>Total Public Works / Wastewater:</b>	<b>6.00</b>		<b>6.00</b>	<b>6.0000</b>	
<b>Department: Public Works / Grounds</b>					
Grounds Services Worker III	1.00	100%	1.00	1.0000	33
Grounds Services Worker II	3.00	100%	3.00	3.0000	29
Grounds Services Worker I	4.00	100%	4.00	2.0000	25
Grounds Services Aide	3.16	50%	1.58	1.5800	16
<b>Total Public Works / Grounds:</b>	<b>11.16</b>		<b>9.5800</b>	<b>7.5800</b>	
<b>Department: Public Services / Solid Waste</b>					
Environmental & Transit Services Manager	0.50	100%	0.50	0.5000	NR
Hazardous Water Operator	4.00	14%	0.56	0.5600	15
<b>Total Public Services / Solid Waste:</b>	<b>4.50</b>		<b>1.06</b>	<b>1.0600</b>	
<b>Department: Facilities</b>					
Sr. Maintenance Worker	1.00	100%	1.0000	1.0000	41
Maintenance Worker II	1.00	100%	1.0000	1.0000	37
Maintenance Worker I	1.00	100%	1.0000	1.0000	33
Custodian	2.00	100%	2.0000	2.0000	27
Custodian - PT	2.00	50%	1.0000	1.0000	27
Custodial Aide	4.00	50%	2.0000	2.0000	21
<b>Total Recreation / Facilities:</b>	<b>11.00</b>		<b>8.0000</b>	<b>8.0000</b>	
<b>Totals</b>	<b>181.4100</b>		<b>138.2000</b>	<b>130.5000</b>	

**Town of Apple Valley**

**4 Year Personnel Summary**

<b>Job Classification</b>	<b>FY 13-14 Actual FTE's</b>	<b>FY 14-15 Actual FTE's</b>	<b>FY 15-16 Actual FTE's</b>	<b>FY 16-17 Adopted FTE's</b>
<b>Department: Council</b>				
Council Member (PT)	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	0.94	0.94
Special Projects Manager	0.00	1.00	1.00	1.00
Administrative Analyst I	1.00	0.00	0.00	0.00
Executive Secretary	0.50	1.00	1.00	1.00
<b>Total Town Manager:</b>	<b>2.50</b>	<b>3.00</b>	<b>2.94</b>	<b>2.94</b>
<b>Department: Finance</b>				
Assistant Town Manager	1.00	1.00	0.90	0.90
Assistant Director of Finance	1.00	1.00	0.88	0.88
Senior Accountant	1.00	1.00	0.98	0.98
HR Payroll Coordinator	0.50	0.50	0.48	0.48
Executive Secretary	1.00	1.00	0.98	0.98
Accountant I	1.00	1.00	0.92	0.92
Account Clerk II	2.00	2.00	3.00	3.00
Office Assistant	1.00	1.00	1.00	1.00
Customer Service Representative	1.00	1.00	0.00	0.00
<b>Total Finance:</b>	<b>9.50</b>	<b>9.50</b>	<b>9.14</b>	<b>9.14</b>
<b>Department: Town Clerk</b>				
Town Clerk	1.00	1.00	0.96	0.96
Deputy Town Clerk	2.00	2.00	2.00	2.00
Records Technician*	0.00	0.00	0.00	0.00
<b>Total Town Clerk:</b>	<b>3.00</b>	<b>3.00</b>	<b>2.96</b>	<b>2.96</b>
<b>Department: Public Information</b>				
Marketing and Public Affairs Officer	0.95	0.95	0.95	0.95
Public Relations Specialist	0.94	0.94	0.94	0.94
Event Coordinator	0.33	0.33	0.33	0.33
Administrative Secretary	1.00	1.00	1.00	1.00
<b>Total Public Information:</b>	<b>3.22</b>	<b>3.22</b>	<b>3.22</b>	<b>3.22</b>
<b>Department: Human Resources/Risk Mgmt</b>				
Assistant Town Manager	1.00	1.00	1.00	1.00
Director of Human Resources & Risk Mgmt	1.00	1.00	1.00	0.00
Human Resources Analyst	1.00	1.00	1.00	1.00
HR Payroll Coordinator	0.50	0.50	0.50	0.50
Human Resources Assistant *	0.00	0.00	0.00	1.00
Senior Office Assistant	1.00	1.00	1.00	0.00
<b>Total Human Resources/Risk Mgmt:</b>	<b>4.50</b>	<b>4.50</b>	<b>4.50</b>	<b>3.50</b>
<b>Department: Economic Development</b>				
Town Manager	0.00	0.00	0.06	0.06
Assistant Town Manager	0.00	0.00	0.10	0.10
Town Clerk	0.00	0.00	0.04	0.04
Economic Development Manager	1.00	1.00	1.00	1.00
Assistant Director of Finance	0.00	0.00	0.12	0.12
Senior Accountant	0.00	0.00	0.02	0.02
HR Payroll Coordinator	0.00	0.00	0.02	0.02
Executive Secretary	0.00	0.00	0.02	0.02
Accountant I	0.00	0.00	0.08	0.08
Program Assistant	0.00	0.00	0.00	0.68
Intern (PT)	0.25	0.50	0.68	0.00
<b>Total Economic Development:</b>	<b>1.25</b>	<b>1.50</b>	<b>2.14</b>	<b>2.14</b>
<b>Department: Emergency Preparedness</b>				
Emergency Services Officer	0.00	0.00	0.40	1.00
Senior Office Assistant (PT)	0.00	0.00	0.25	0.50
<b>Total Emergency Preparedness</b>	<b>0.00</b>	<b>0.00</b>	<b>0.65</b>	<b>1.50</b>

\*Authorized but not funded

**Town of Apple Valley**

**4 Year Personnel Summary**

<b>Job Classification</b>	<b>FY 13-14</b>	<b>FY 14-15</b>	<b>FY 15-16</b>	<b>FY 16-17</b>
	<b>Actual FTE's</b>	<b>Actual FTE's</b>	<b>Actual FTE's</b>	<b>Adopted FTE's</b>
<b>Department: Community Development / Planning</b>				
Assistant Town Manager	0.00	1.00	1.00	0.80
Community Development Director	0.82	0.00	0.00	0.00
Principal Planner	0.00	1.00	1.00	1.00
Senior Planner	1.91	1.00	1.00	1.00
Associate Planner	0.85	0.84	0.84	1.00
Assistant Planner*	0.00	0.00	0.00	0.00
Executive Secretary	0.50	1.00	1.00	0.90
Program Assistant	0.00	0.50	0.50	0.40
Intern (PT)	0.50	0.00	0.00	0.00
Commissioners	1.25	1.25	1.25	1.25
<b>Total Comm. Development / Planning:</b>	<b>5.83</b>	<b>6.59</b>	<b>6.59</b>	<b>6.35</b>
<b>Department: Community Development / Housing</b>				
Assistant Town Manager	0.00	0.00	0.00	0.10
Community Development Director	0.18	0.00	0.00	0.00
Senior Planner	0.09	0.00	0.00	0.00
Associate Planner	0.15	0.16	0.16	0.00
Administrative Secretary	0.00	0.00	0.00	0.00
Housing and Comm. Dev. Specialist II	1.00	1.00	1.00	1.00
Housing and Comm. Dev. Specialist I	1.00	1.00	1.00	1.00
Housing and Comm. Dev. Specialist I (PT)	0.00	0.50	0.50	0.50
Executive Secretary	0.00	0.00	0.00	0.04
Program Assistant	0.00	0.50	0.50	0.60
<b>Total Comm. Dev. / Housing:</b>	<b>2.42</b>	<b>3.16</b>	<b>3.16</b>	<b>3.24</b>
<b>Department: Code Enforcement</b>				
Assistant Town Manager	0.00	0.00	0.00	0.05
Code Enforcement Manager	1.00	1.00	1.00	1.00
Executive Secretary	0.00	0.00	0.00	0.03
Senior Code Enforcement Officer	1.00	1.00	1.00	1.00
Code Enforcement Officer II	5.00	5.00	4.00	4.00
Code Enforcement Officer I	1.00	1.00	1.00	1.00
Code Enforcement Technician	2.00	2.00	2.00	2.00
Community Enhancement Officer (PT)	0.50	0.50	0.50	0.50
Code Enforcement Technician (PT)	0.50	0.50	0.50	0.00
<b>Total Code Enforcement:</b>	<b>11.00</b>	<b>11.00</b>	<b>10.00</b>	<b>9.58</b>
<b>Department: Animal Services / Control</b>				
Animal Services Director	0.00	0.000	0.000	0.25
Animal Services Manager	0.50	0.250	0.250	0.00
Animal Control Supervisor	1.00	1.000	0.000	0.00
Animal Services Administrative Secretary	0.50	0.250	0.250	0.25
Sr. Animal Control Officer	0.00	0.000	0.000	2.00
Animal Control Officer II	3.00	3.000	3.000	1.00
Animal Control Officer I	0.00	0.000	1.000	2.00
Animal Services Technician	0.00	1.250	1.250	1.25
Animal Services Technician (PT)	1.25	0.125	0.125	0.00
<b>Total Animal Services / Control:</b>	<b>6.25</b>	<b>5.875</b>	<b>5.875</b>	<b>6.75</b>
<b>Department: Animal Services / Shelter</b>				
Animal Services Director	0.00	0.000	0.000	0.75
Animal Services Manager	0.50	0.750	0.750	0.00
Animal Shelter Supervisor	1.00	1.000	1.000	1.00
Administrative Secretary	0.50	0.750	0.750	0.75
Animal Health Assistant	1.00	1.000	1.000	1.00
Senior Animal Services Specialist	1.00	1.000	1.000	1.00
Animal Services Technician	4.00	3.750	3.750	3.75
Animal Services Assistant	2.00	4.000	4.000	4.00
Animal Services Technician (PT)	0.00	0.375	0.375	0.00
Office Assistant (PT)	0.50	0.500	0.500	0.70
Animal Services Assistant (PT)	3.00	1.000	1.000	0.50
Program Assistant (PT)	2.25	2.500	2.500	2.00
<b>Total Animal Services / Shelter:</b>	<b>15.75</b>	<b>16.625</b>	<b>16.625</b>	<b>15.45</b>

\*Authorized but not funded

**Town of Apple Valley**

**4 Year Personnel Summary**

<b>Job Classification</b>	<b>FY 13-14 Actual FTE's</b>	<b>FY 14-15 Actual FTE's</b>	<b>FY 15-16 Actual FTE's</b>	<b>FY 16-17 Adopted FTE's</b>
<b>Department: Police Department</b>				
PAL Office Assistant (PT)	0.00	0.00	0.00	0.48
PAL Boxing Coach (PT)	0.00	0.00	0.00	0.48
Senior Office Assistant (PT)	0.00	0.00	0.25	0.50
<b>Total Police Department</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1.46</b>
<b>Department: Recreation / Maintenance</b>				
Senior Maintenance Worker	0.00	0.4800	0.4800	0.28
Maintenance Worker II	0.00	0.6800	0.6800	0.31
Maintenance Worker I	0.00	0.6700	0.6700	0.49
Custodian	0.00	1.0000	1.0000	1.00
Custodian (PT)	0.00	0.3953	0.5568	0.40
<b>Total Recreation / Maintenance:</b>	<b>0.00</b>	<b>3.2253</b>	<b>3.3868</b>	<b>2.48</b>
<b>Department: Recreation / Recreation</b>				
Assistant Town Manager	0.00	0.0000	0.0000	0.05
Parks & Recreation Manager	0.78	0.7800	0.7800	0.78
Marketing and Public Affairs Officer	0.05	0.0500	0.0500	0.05
Emergency Services Officer	0.00	0.0000	0.6000	0.00
Executive Secretary	0.00	0.0000	0.0000	0.03
Public Relations Specialist	0.06	0.0600	0.0600	0.06
Recreation Supervisor	2.00	2.0000	1.0000	1.00
Event Coordinator	0.67	0.6700	0.6700	0.67
Sr. Maintenance Worker	0.00	0.0000	0.0000	0.20
Maintenance Worker II	0.00	0.0000	0.0000	0.37
Maintenance Worker I	0.00	0.0000	0.0000	0.03
Administrative Secretary	0.91	0.9100	0.9100	0.91
Recreation Coordinator	1.00	1.0000	1.0000	1.00
Senior Office Assistant	2.00	2.0000	1.0000	1.00
Office Assistant	0.00	0.0000	1.0000	1.00
Recreation Coordinator (PT)	0.50	0.5000	0.5000	0.63
Office Assistant (PT)	0.60	0.8400	0.0000	0.00
Event Assistant (PT)	1.00	1.0000	1.0000	1.00
Swim Coach (PT)	0.50	0.5000	0.0000	0.00
Recreation Assistant (PT)	0.00	0.6000	0.6000	1.02
Senior Lifeguard (PT)	0.51	0.5100	0.5100	0.29
Lifeguard (Various PT)	4.00	4.0000	4.0000	4.38
Recreation Leader II (PT)	0.494	0.4962	0.4514	3.47
Recreation Leader I (PT)	1.22	0.7439	0.4400	6.59
Commissioner	1.25	1.2500	1.2500	1.25
<b>Total Recreation / Recreation:</b>	<b>17.544</b>	<b>17.9101</b>	<b>15.8214</b>	<b>25.78</b>
<b>Department: Public Services / Administration</b>				
Assistant Town Manager	1.00	1.00	1.00	0.00
Environmental & Transit Services Manager	0.00	0.50	0.50	0.50
Special Projects Manager	0.50	0.00	0.00	0.00
Administrative Analyst II	0.00	0.00	0.00	1.00
Administrative Analyst I	0.00	1.00	1.00	0.00
Public Services Assistant	1.00	0.00	0.00	0.00
Senior Office Assistant	1.00	1.00	1.00	1.00
<b>Total Public Services / Administration:</b>	<b>3.50</b>	<b>3.50</b>	<b>3.50</b>	<b>2.50</b>
<b>Department: Public Works / Street Maintenance</b>				
Public Works Director	0.00	0.33	0.33	0.33
Public Works Manager	0.50	0.34	0.34	0.34
Public Works Supervisor	0.50	0.00	0.00	0.50
Senior Maintenance Worker	2.00	2.00	2.00	0.50
Maintenance Worker II	0.50	1.50	1.50	2.00
Maintenance Worker I	2.00	2.00	2.00	2.00
<b>Total Public Works / Street Maint.:</b>	<b>5.50</b>	<b>6.17</b>	<b>6.17</b>	<b>5.67</b>



**Town of Apple Valley**

**4 Year Personnel Summary**

Job Classification	FY 13-14 Actual FTE's	FY 14-15 Actual FTE's	FY 15-16 Actual FTE's	FY 16-17 Adopted FTE's
<b>Department: Public Works / Wastewater</b>				
Public Works Director	0.00	0.34	0.34	0.34
Public Works Manager	0.50	0.33	0.33	0.33
Public Works Supervisor	0.50	0.00	0.00	1.00
Public Services Technician	1.00	1.00	1.00	1.00
Senior Maintenance Worker	1.00	1.00	1.00	0.50
Maintenance Worker II	1.50	1.50	1.50	2.00
Maintenance Worker I	2.00	2.00	2.00	1.00
<b>Total Public Works / Wastewater:</b>	<b>6.50</b>	<b>6.17</b>	<b>6.17</b>	<b>6.17</b>
<b>Department: Public Works / Grounds</b>				
Public Works Director	0.0000	0.3300	0.3300	0.33
Public Works Manager	0.3300	0.3048	0.3048	0.33
Public Works Supervisor	0.3048	0.0000	0.0000	0.46
Maintenance Worker II	0.6800	0.0000	0.0000	0.00
Maintenance Worker I	0.6700	0.0000	0.0000	0.00
Grounds Services Worker III	0.9500	0.9231	0.9231	0.92
Grounds Services Worker II	2.7100	2.9231	2.6700	2.75
Grounds Services Worker I	4.8700	4.0000	4.0000	2.00
Custodian	1.0000	0.0000	0.0000	0.00
Custodian (PT)	0.3900	0.0000	0.0000	0.00
Grounds Services Aide (PT)	1.6500	1.6547	2.0537	1.58
<b>Total Public Works / Grounds:</b>	<b>13.5548</b>	<b>10.1357</b>	<b>10.2816</b>	<b>8.37</b>
<b>Department: Public Services / Solid Waste</b>				
Environmental & Transit Services Manager	0.00	0.50	0.50	0.50
Special Projects Manager	0.50	0.00	0.00	0.00
Customer Service Representative	1.00	1.00	1.00	1.00
Household Hazardous Waste Operator (PT)	0.56	0.56	0.56	0.56
<b>Total Public Services / Solid Waste:</b>	<b>2.06</b>	<b>2.06</b>	<b>2.06</b>	<b>2.06</b>
<b>Department: Facilities</b>				
Parks & Recreation Manager	0.22	0.2200	0.2200	0.22
Public Works Supervisor	0.00	0.0252	0.0252	0.04
Administrative Secretary	0.09	0.0900	0.0900	0.09
Senior Maintenance Worker	0.50	0.5000	0.5000	0.50
Maintenance Worker II	0.32	0.3200	0.3200	0.30
Maintenance Worker I	0.32	0.3200	0.3200	0.47
Grounds Maintenance Worker III	0.05	0.0769	0.0769	0.08
Grounds Services Worker II	0.29	0.3269	0.3269	0.25
Custodian	3.00	3.0000	3.0000	1.00
Grounds Supervisor	0.03	0.0000	0.0000	0.00
Custodian (PT)	0.97	0.9748	1.2050	0.97
Custodial Aide (PT)	0.00	0.0000	2.2600	2.26
Grounds Services Aide (PT)	0.29	0.2853	0.3244	0.51
<b>Total Facilities:</b>	<b>6.07</b>	<b>6.1391</b>	<b>8.6684</b>	<b>6.69</b>
<b>Department: Recreation / Golf Course</b>				
Senior Maintenance Worker	0.02	0.02	0.02	0.02
Maintenance Worker II	0.00	0.00	0.00	0.02
Maintenance Worker I	0.01	0.01	0.01	0.01
<b>Total Recreation / Golf Course:</b>	<b>0.03</b>	<b>0.03</b>	<b>0.03</b>	<b>0.05</b>
<b>Department: Information Systems</b>				
Information Systems Supervisor	1.00	1.00	0.00	0.00
Information Systems Specialist	1.00	1.00	0.00	0.00
Information Systems Technician	1.00	1.00	0.00	0.00
<b>Total Information Systems:</b>	<b>3.00</b>	<b>3.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Totals</b>	<b>125.48</b>	<b>128.8102</b>	<b>126.3882</b>	<b>130.50</b>

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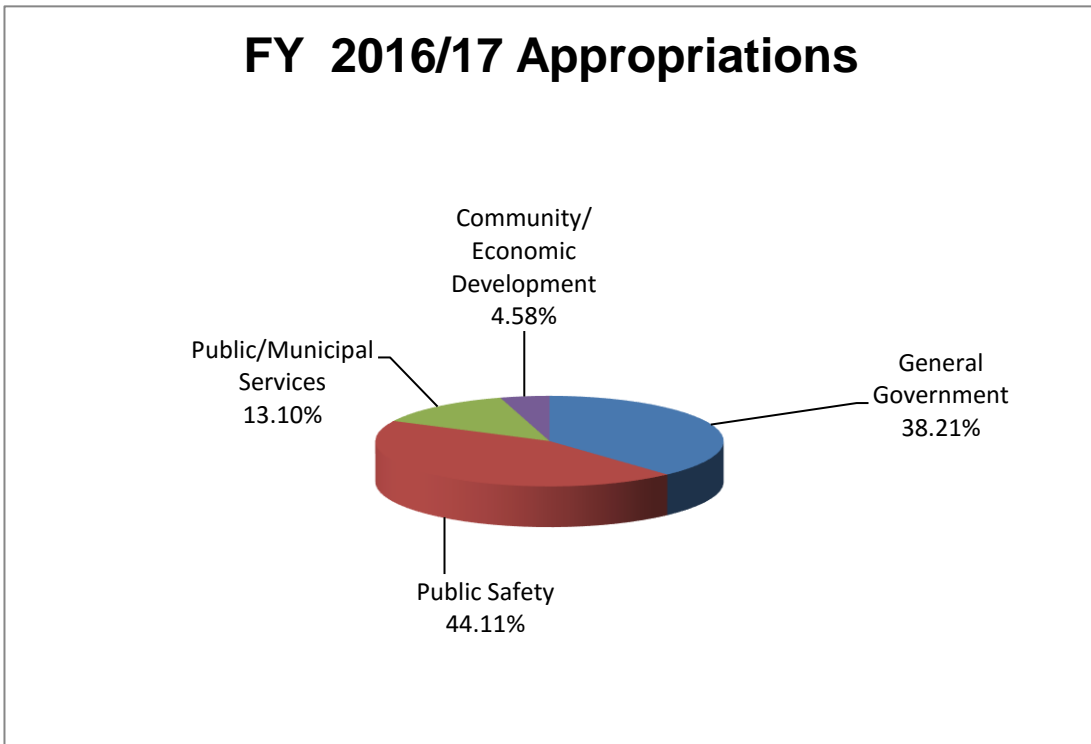


Town of Apple Valley



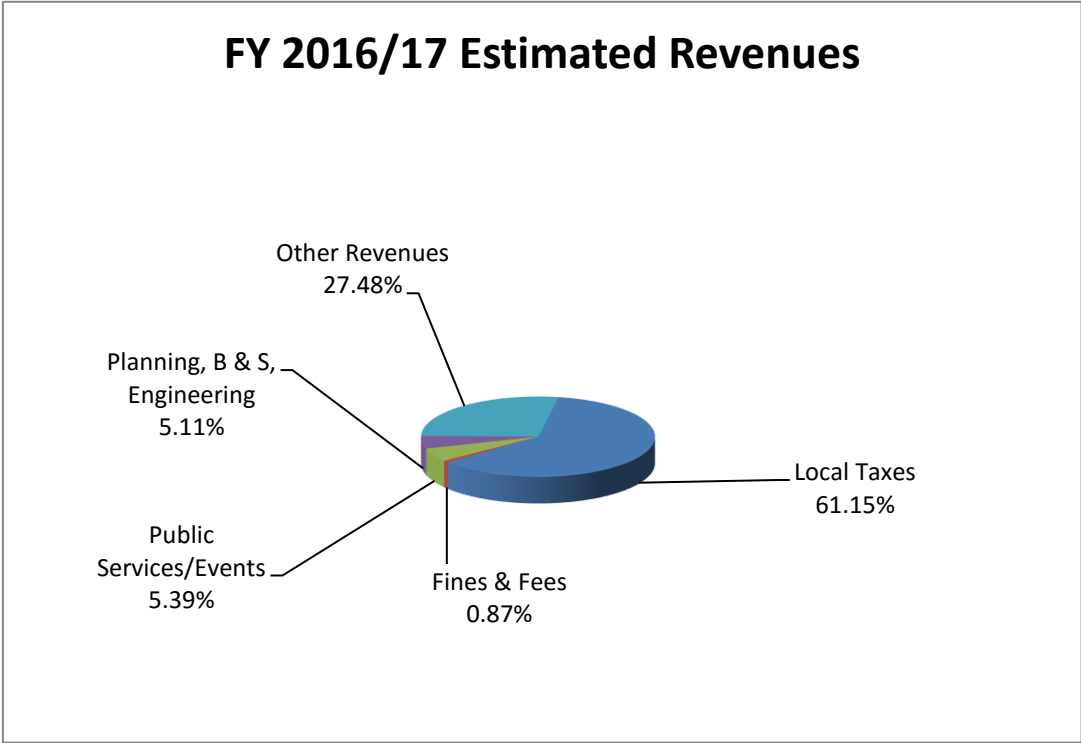
**Town of Apple Valley - Appropriations**  
**Fiscal Year 2016/17 - Summary of General Fund**

FUNDS	Appropriations
General Government	\$11,313,339
Public Safety	13,059,918
Public/Municipal Services	3,879,360
Community/Economic Development	1,355,072
<b>Total Expenditures</b>	<b><u><u>\$29,607,689</u></u></b>



**Town of Apple Valley - Budgeted Revenues**  
**Fiscal Year 2016/17- Summary of General Fund**

SOURCE	REVENUES
Local Taxes	17,814,464
Fines & Fees	254,861
Public Services/Events	1,569,472
Planning, B & S, Engineering	1,489,123
Other Revenues	8,005,623
<b>Total Revenues</b>	<b><u><u>29,133,543</u></u></b>



GENERAL FUND REVENUE 1001							
Code	Revenue Classification	Actual Revenue 2013-14	Actual Revenue 2014-15	Amended Budget 2015-16	Estimated Revenue 2015-16	% of Revenue Received	Adopted Budget 2016-17
LOCAL TAXES							
4020	Property Tax	3,467,996	2,466,035	2,650,000	2,650,000	100.0%	2,774,600
4025	Property Tax (Sales Tax Backfill)	1,275,364	1,496,120	365,200	365,200	100.0%	-
4030	Property Tax (VLF Backfill)	5,227,993	5,500,799	5,806,600	5,806,600	100.0%	6,079,900
4055	Sales & Use Tax	4,122,097	4,239,000	5,539,900	5,539,900	100.0%	6,015,500
4085	Franchise Taxes	1,873,521	2,056,911	2,073,000	2,073,000	100.0%	2,118,600
4095	Transient Occupancy Tax	7,742	6,900	8,000	8,000	100.0%	7,700
4110	Motor Vehicle In-Lieu	29,883	28,996	57,600	57,600	100.0%	59,200
4134	Tax increment/Pass through	328,726	369,580	350,000	350,000	100.0%	366,700
4141	Advertising Revenue	-	13,055	38,700	38,700	100.0%	38,800
4142	Business License Fees	180,564	171,936	153,000	153,000	100.0%	156,300
4142-5	CASp-SB1186	1,782	1,686	-	-	-	-
4176	Property Transfer Tax	192,968	161,515	188,500	188,500	100.0%	197,100
Subtotal - Local Taxes		16,708,635	16,512,531	17,230,500	17,230,500	100.0%	17,814,400
FINES & FEES & PUBLIC SAFETY CONTRIBUTIONS							
4355	Police Fines & Forfeitures	104,634	85,886	52,500	52,500	100.0%	71,500
4365	Police Reports & Charges	2,493	13,638	4,000	12,216	305.4%	12,800
4377	Tow Release	35,823	61,040	55,000	55,000	100.0%	56,200
6925	OTS Sobriety Check Point	(7,114)	-	-	-	-	-
6927	Police Grants	200,574	162,517	112,000	112,000	100.0%	114,400
Subtotal - Fines & Fees		336,410	323,081	223,500	231,716	103.7%	254,900
PUBLIC SERVICES							
4145	Debris Recycling	3,500	1,500	18,000	15,000	83.3%	10,200
4160	Microfilming	6,004	5,092	5,200	5,200	100.0%	5,300
4410	Animal Control Citation Fines	59,992	82,636	91,000	38,500	42.3%	48,500
4420	Animal Control Permits	2,597	8,811	1,600	4,800	300.0%	3,000
4430	Animal Licenses	244,977	241,010	312,000	274,700	88.0%	255,400
4430-5	Animal Licenses - County	20,049	31,603	-	-	-	-
4435-5	Animal Services Sheltering - County	258,924	290,739	408,000	468,672	114.9%	483,500
4440	Field P/U Apprehension	8,929	7,035	10,400	6,400	61.5%	3,500
4450	Field P/U Release	4,783	10,867	6,400	12,500	195.3%	10,600
4450-5	Field P/U Release - County	10,673	11,224	8,000	-	0.0%	-
4460	Impound Boarding Fees	14,048	20,028	13,500	20,000	148.1%	20,400
4460-5	Impound Boarding Fees - County	2,716	3,665	-	-	-	-
4465	Lien Fees	1,166	790	1,000	1,000	100.0%	1,000
4470	Miscellaneous AC	28,270	50,702	52,100	52,100	100.0%	56,200
4470-5	Miscellaneous - County	261	1,003	-	-	-	-
4480	Owner Turn in @ Shelter	16,723	14,125	20,000	18,700	93.5%	19,400
4480-5	Owner Turn in @ Shelter - County	11,331	14,395	-	-	-	-
4490	Pet Adoptions	114,170	94,387	89,500	92,000	102.8%	96,000
4500	Quarantine Fees	2,565	2,450	2,600	2,600	100.0%	27,000
4510	Rabies Vaccination	11,758	14,094	14,800	14,800	100.0%	15,300
4517	Shelter Cap. Impr. County Payment	-	-	-	-	-	-
4520	Shelter Donations	743	1,570	-	-	-	-
4530	Over/Short	(9)	27	-	-	-	-
4540	Spay and Neuter Deposit	4,100	4,745	4,400	4,400	100.0%	4,600
4550	State Mandated Fees AC	6,985	5,859	7,200	7,200	100.0%	7,700
5580	Short/Over Recreation	(9)	44	-	-	-	-
6050	Code Enforcement Fines	216,535	273,198	330,000	220,000	66.7%	214,500
6070	Property Maint Inspections	94,412	103,784	120,000	240,000	200.0%	245,200
6168	Right-of-Way Permits	64,411	64,036	60,000	60,000	100.0%	63,300
Total - Public Services		1,210,604	1,359,418	1,575,700	1,558,572	98.9%	1,590,600
BUILDING AND SAFETY							
6108	Building Permits	394,181	397,430	400,000	395,200	98.8%	427,900
6111	COO Fees	25,392	24,717	-	-	-	-
6114	CSA	-	6,125	-	-	-	-
6120	Electrical	323,538	201,964	205,000	203,100	99.1%	220,000
6122	Extension Request	(74)	3,143	-	-	-	-
6130	Grading	13,647	10,973	10,000	13,200	132.0%	14,300
6134	Inspections (Other)	19,758	18,212	15,000	15,800	105.3%	17,000
6148	Mechanical	53,593	36,975	55,000	51,600	93.8%	55,900
6152	Misc Revenue - Building & Safety	152,869	122,966	140,000	153,500	109.6%	166,200
6158	Plan Check	290,800	446,709	275,000	204,100	74.2%	221,000
6162	Plumbing	43,459	48,852	36,000	35,300	98.1%	28,200
6163	Pre-Application	2,572	-	-	-	-	-
6169	SB 1473	373	445	-	-	-	-
6174	SMI Tax	337	388	-	-	-	-
Total - Building & Safety		1,320,445	1,318,900	1,136,000	1,071,800	94.3%	1,150,500

GENERAL FUND REVENUE 1001							
Code	Revenue Classification	Actual Revenue 2013-14	Actual Revenue 2014-15	Amended Budget 2015-16	Estimated Revenue 2015-16	% of Revenue Received	Adopted Budget 2016-17
<b>PLANNING AND ZONING</b>							
6104	Appeals	402	169	-	-		-
6110	Certificate of Compliance	3,328	-	-	-		-
6112	Copies and Reproduction	2,294	1,381	2,500	2,500	100.0%	2,600
6118	Development Permit	6,864	20,137	15,000	13,000	86.7%	15,300
6128	General Plan Amendment	18,067	3,235	-	-		-
6132	Home Occupation Permit	8,820	8,841	6,000	6,000	100.0%	6,100
6142	Lot Line Adjustment	1,254	0	-	-		-
6144	Lot Merger	1,838	0	-	-		-
6150	Minor Sub-divisions	-	-	-	-		-
6156	Miscellaneous Revenue - Planning	6,094	10,014	9,000	3,500	38.9%	4,100
6161	Plan Unit Development	-	718	-	-		-
6165	Open Space	228	423	-	-		-
6170	Sign Permit	6,607	3,763	5,500	4,500	81.8%	5,600
6172	Site Plan Review	93,300	110,662	80,000	80,000	100.0%	82,700
6176	Special Events	6,741	6,329	4,500	1,500	33.3%	2,600
6178	Specific Plan	5,170	5,184	6,000	-	0.0%	3,100
6180	Tentative Parcel Map	(69)	18,546	13,500	-	0.0%	5,100
6182	Tentative Tract Map	32,564	12,614	-	-		-
6192	Use Permit	38,913	44,403	32,000	32,000	100.0%	31,700
6195	Variance (Deviations)	4,056	6,516	6,700	6,700	100.0%	7,000
<b>Total - Planning Fees</b>		<b>236,471</b>	<b>252,935</b>	<b>180,700</b>	<b>149,700</b>	<b>82.8%</b>	<b>165,900</b>
<b>ENGINEERING</b>							
6138	Landscape Review	587	-	-	-		-
6154	Miscellaneous -Engineering	270	410	500	-	100.0%	500
6160	Plan Check	112,617	155,064	135,000	135,000	100.0%	140,000
6188	Transportation Permits	(33,738)	28,220	20,000	20,000	100.0%	22,500
<b>Total - Engineering</b>		<b>79,736</b>	<b>183,694</b>	<b>155,500</b>	<b>155,000</b>	<b>99.7%</b>	<b>163,000</b>
<b>Sub Total - Community Development</b>		<b>1,636,651</b>	<b>1,755,528</b>	<b>1,472,200</b>	<b>1,376,500</b>	<b>93.5%</b>	<b>1,479,400</b>
<b>OTHER REVENUES</b>							
4165	Miscellaneous Penalties or Fines	861	1,071	1,000	500	50.0%	500
4168	Notary Fees	240	200	150	150	100.0%	200
4170	Other Revenue Sources	12,541	1,445	10,000	5,000	50.0%	5,100
4172	Passport Fees	28,425	30,196	25,200	25,200	100.0%	26,600
4181	Refunds, Reimbursements	814,171	196,339	180,000	180,000	100.0%	13,400
4183	Gain/Loss on Disposal of Fixed Assets	349,865	-	-	-		-
4183-7500	SCE Incentive Payments	22,724	22,866	6,000	15,000	250.0%	15,300
4184	Short/Over	249	(43)	-	-		-
4185	State Mandated Reimbursements	35,065	125,501	42,000	36,000	85.7%	36,800
4255	Interest Earnings	33,874	58,570	102,000	102,000	100.0%	95,886
4352	Booking Fees	-	1,500	1,000	1,200	120.0%	1,200
4370	Restitution	1,723	975	1,000	800	80.0%	1,000
5700	Rentals	48,240	40,511	42,000	32,000	76.2%	32,700
6850	CCA Revenue	-	-	-	-		250,000
6808	EMPG Grant	18,192	18,408	19,644	19,644	100.0%	20,000
6996	Town Store Sales	688	550	2,000	500	25.0%	700
6999	Transfer In - Street Maint. Fund 2010	879,532	974,024	1,075,087	1,075,087	100.0%	1,102,007
6999	Transfer In - Parks & Rec. Fund 2510	391,170	422,924	455,148	455,148	100.0%	448,842
6999	Transfer In - Wastewater Fund 5010	1,563,943	1,707,400	1,896,510	1,896,510	100.0%	1,855,799
6999	Transfer In - Solid Waste Fund 5510	1,797,996	1,935,959	2,112,257	2,112,257	100.0%	2,076,309
6999	Transfer In - 5510 Franchise Fee	690,504	1,708,966	2,006,900	2,006,900	100.0%	2,006,900
<b>Subtotal - Other Revenues</b>		<b>6,690,003</b>	<b>7,247,363</b>	<b>7,977,896</b>	<b>7,963,896</b>	<b>99.8%</b>	<b>7,989,243</b>
<b>TOTAL - GENERAL FUND REVENUES</b>		<b>26,582,303</b>	<b>27,197,922</b>	<b>28,479,796</b>	<b>28,361,184</b>	<b>99.6%</b>	<b>29,128,543</b>

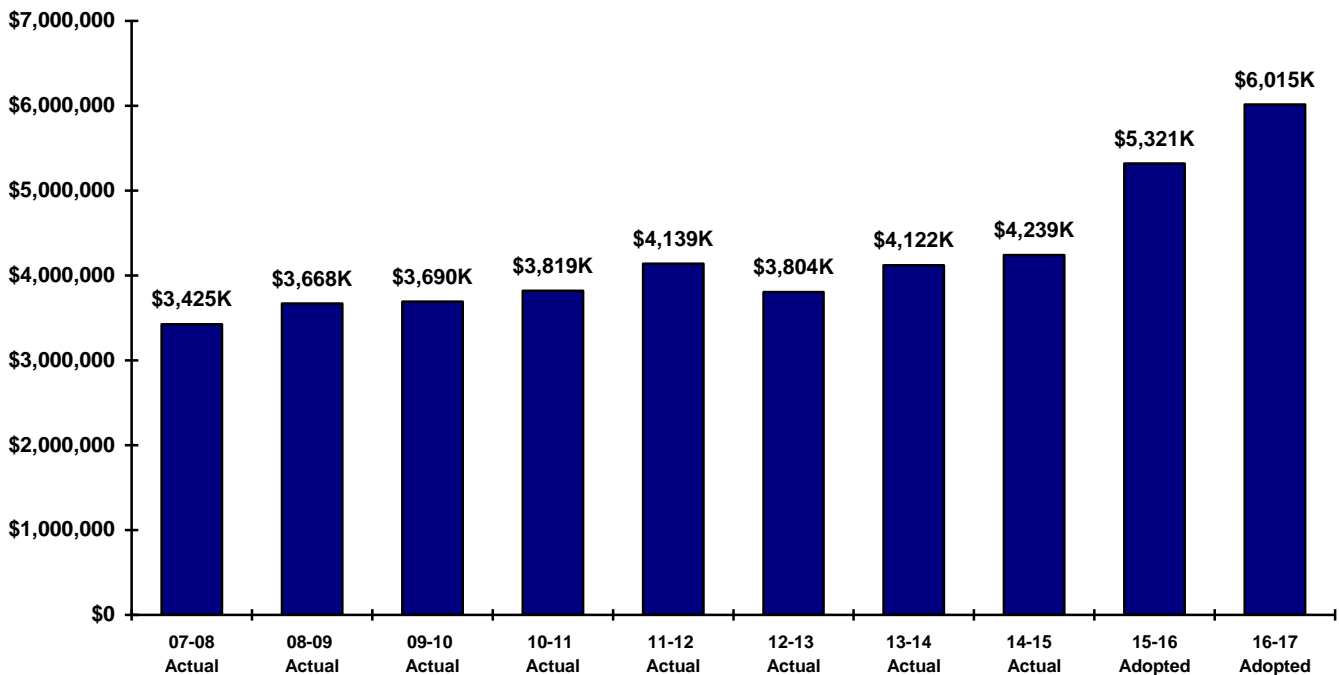
## SALES & USE TAX

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>
Total Rate	<u>8.00%</u>

Sales & Use Tax represents a significant revenue source for Apple Valley and is estimated at \$6.0 million or 20.65% of the total General Fund revenues estimated for FY 16-17. This amount represents an increase of \$475,600 from the revised estimate in the FY 15-16 budget. This change in revenue is directly attributed to the sunset of the “triple flip” sales tax backfill payments that was received from the State under Proposition 57 as approved by the voters in 2004 and a continued increase in sales activity. Under Proposition 57, 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 final “true-up” payment for the “triple flip” was made in March, 2016. Also, the Town has been experiencing consistent increases in Sales Tax revenues over the past three years, starting in the quarter-ended June, 2009 when the recession ended. The Town is anticipating continued “slow, low growth” with respect to revenues typically affected by the regional/national economy such as the Sales & Use Tax.

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.

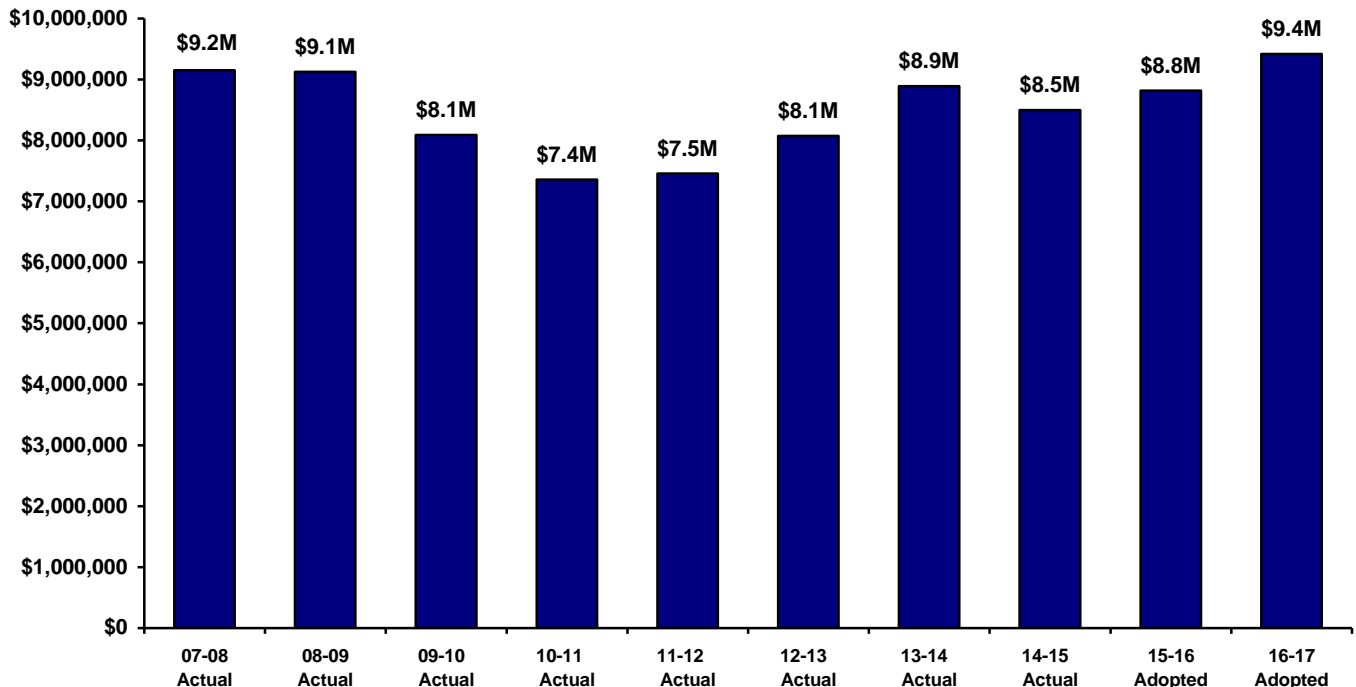


## PROPERTY TAX

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 inflation adjustment factors and Prop. 8 Recoveries to properties where the taxable value was still lower than the Prop. 13 limit. These positive adjustments have offset some of the reductions to properties previously assessed higher than the current market value. The State Board of Equalization is directing county assessors to use 1.525 percent as the Proposition 13 inflation adjustment factor for FY2016/17. This is less than the 2 percent that is usually used to index assessed values under the acquisition values assessment and about ½% less than the inflation factor of 2.349% used in FY2015/16. Also, the County Assessor's Office is required to review all properties each year, and any adjustment due to Prop. 8 recoveries will likely exceed the inflation adjustment factor and may well exceed revenue assumptions for FY16-17 when Prop. 8 recoveries are included.

For FY 16-17, estimated revenue from Property Taxes is \$9.4 million, which represents 32.33% of the total General Fund revenue. This estimate is an increase of \$423,200 or 4.71% over the revised revenue estimate in FY 15-16. Property tax revenue estimates anticipate a higher adjustment in taxable property values when the inflation adjustment factor and Prop. 8 recoveries are combined. 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).



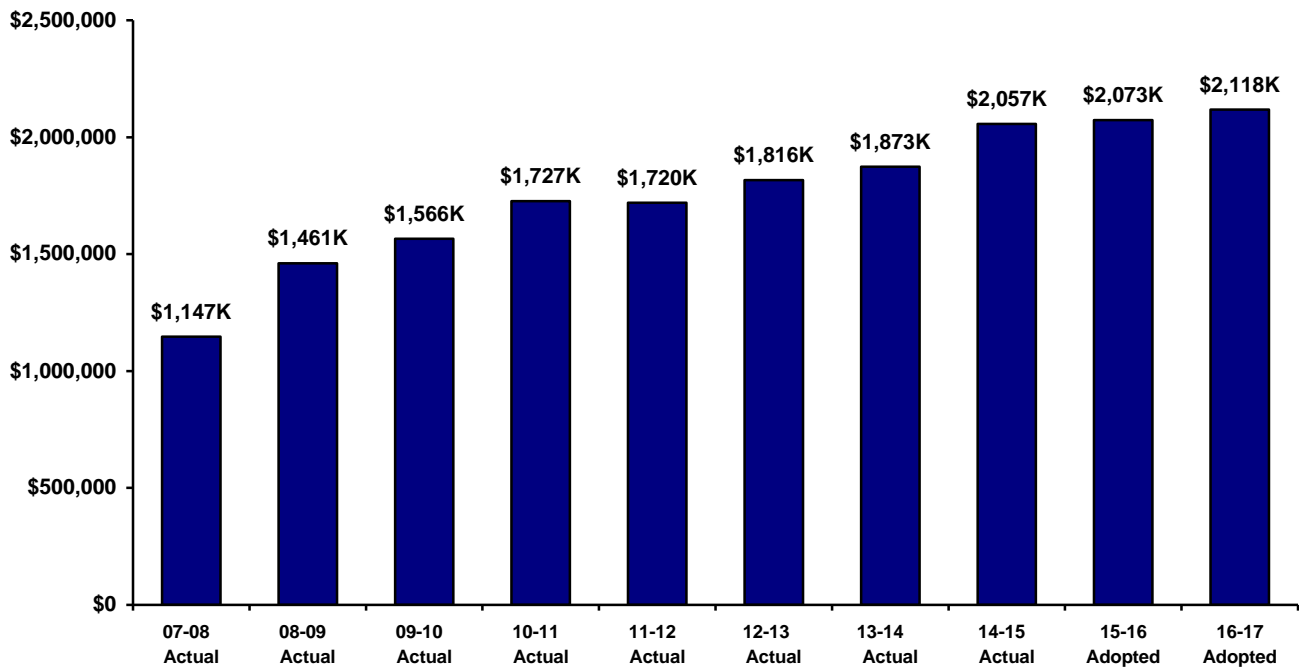
## FRANCHISE FEES

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 Liberty Utilities (formerly 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 Frontier (formerly 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 18% pursuant to its adopted agreement with its waste hauler. This contract fees increased from 6% to 18% in August, 2014.

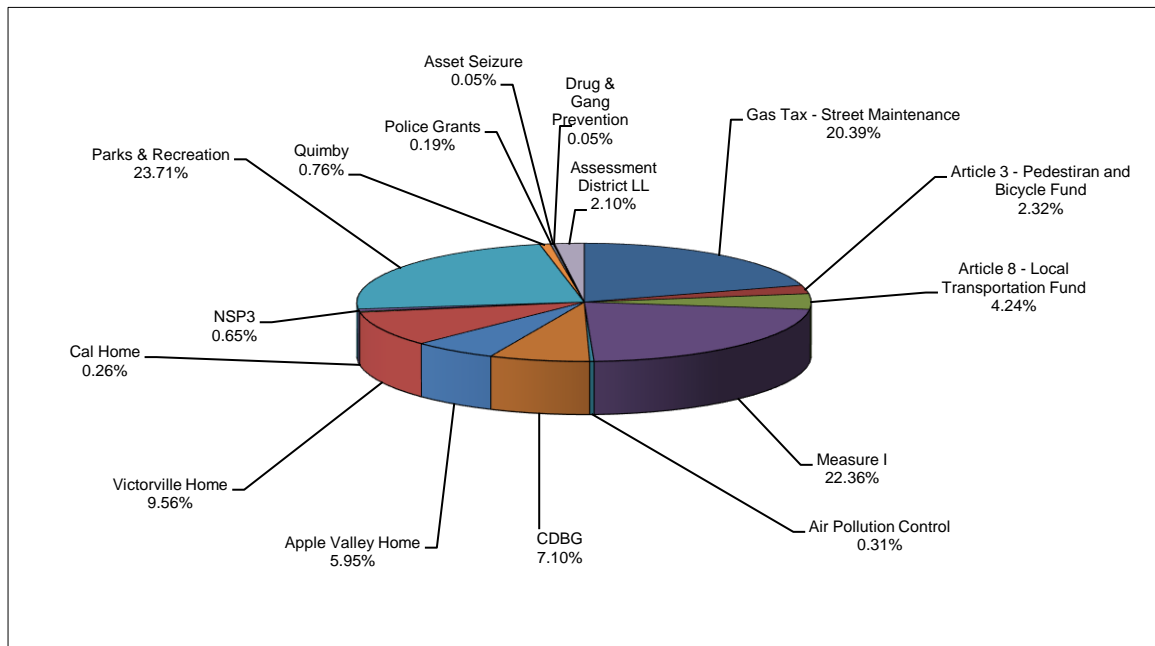
For FY 16-17, estimated revenue from all Franchise Fees amounted to \$2.1 million, which represents 7.3% of the total General Fund revenue. This total amounts to a slight increase of \$45,500 from the revised prior fiscal year revenue. Except for the increase in the franchise fee rate with the Town's waste hauler during the 2014-15 fiscal, this source of revenue has essentially remained flat for the past four years.

On October 27, 2015, the Town Council adopted Ordinance number 475 to implement a PEG (Public, Education and Government) fee that would be paid by the cable franchisees at a rate of 1% of receipts, net of bad debts. 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.



## 2016/17 Special Revenue Funds Revenue

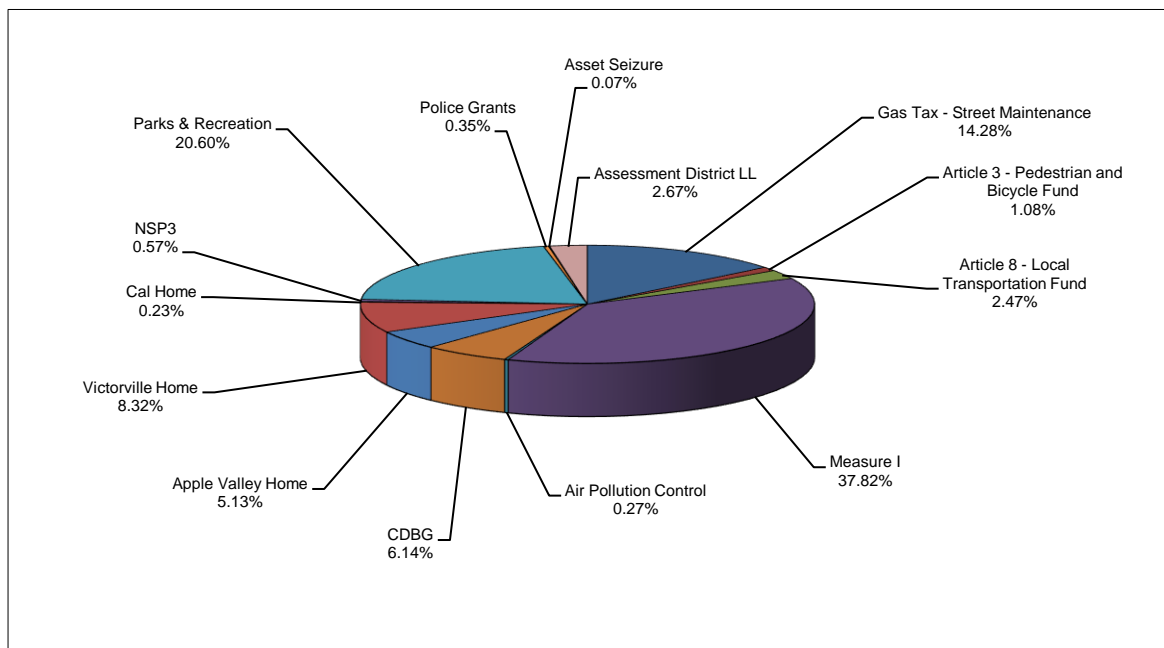
Gas Tax - Street Maintenance	\$3,122,999
Article 3 - Pedestrian and Bicycle Fund	\$355,700
Article 8 - Local Transportation Fund	650,000
Measure I	3,425,219
Air Pollution Control	47,320
CDBG	1,087,704
Apple Valley Home	911,623
Victorville Home	1,463,753
Cal Home	40,000
NSP3	100,000
Parks & Recreation	3,632,121
Quimby	115,000
Police Grants	29,177
Asset Seizure	8,000
Drug & Gang Prevention	7,500
Assessment District LL	322,000
<b>Total-Special Rev Funds Revenue</b>	<b>\$15,318,116</b>





## 2016/17 Special Revenue Funds Expenditures

Gas Tax - Street Maintenance	\$2,511,911
Article 3 - Pedestrian and Bicycle Fund	\$191,284
Article 8 - Local Transportation Fund	435,000
Measure I	6,654,568
Air Pollution Control	47,320
CDBG	1,079,564
Apple Valley Home	902,698
Victorville Home	1,463,753
Cal Home	40,000
NSP3	100,000
Parks & Recreation	3,625,245
Police Grants	62,538
Asset Seizure	12,000
Assessment District LL	470,000
<b>Total-Special Rev Funds Expenditures</b>	<b><u><u>\$17,595,881</u></u></b>

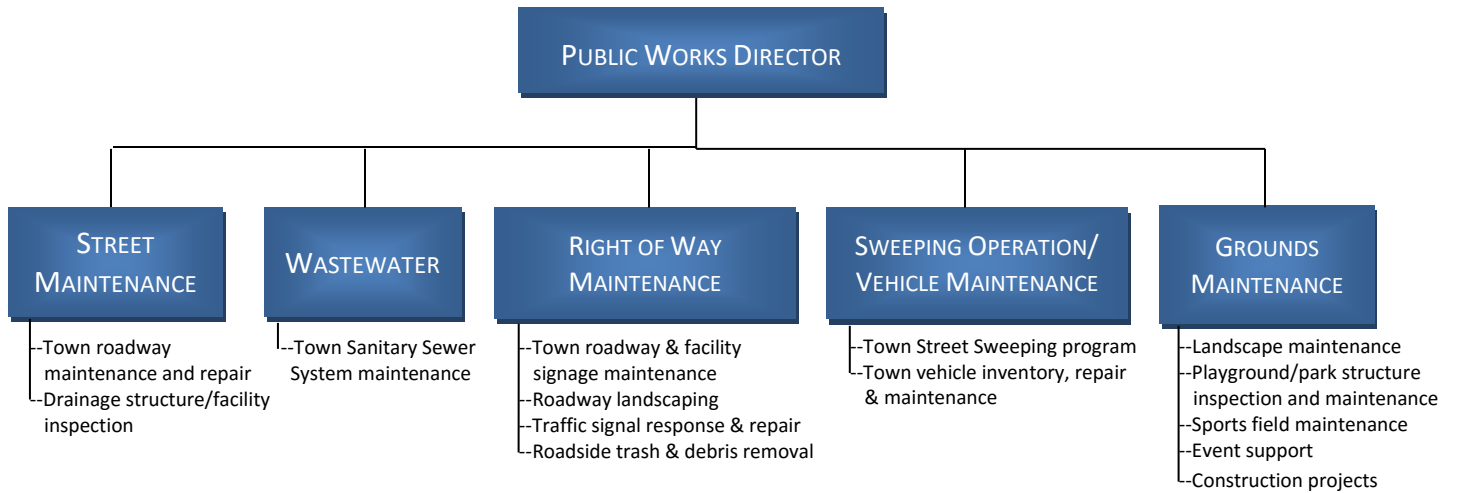


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Town of Apple Valley

# PUBLIC WORKS



## DEPARTMENT DESCRIPTION

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

The Parks and Recreation Funds are used for the ongoing responsibility for all landscaping, turf management and sports field maintenance in the Town’s 12 parks and 139 acres of developed land, including playground and recreational use areas.

Besides the department Administration, the Public Works Department is comprised of 5 divisions as follows: Wastewater Division, Street Maintenance Division, Right-Of-Way Maintenance Division, Sweeping Operation/Vehicle Maintenance Division and Grounds 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. The Director of Public Works is an active participant at the Victor Valley Wastewater Reclamation Authority (VWVRA) Board

Meetings, providing technical review and advice to the Town's appointed Commissioner on VVWRA Board of Commissioners. This section ensures compliance with Vision 2020 objectives regarding Safe Community, Adequate and Well Maintained Infrastructure, A Thriving Economy, A Strong Transportation System, Ample Parkland and Diverse Recreational Opportunities, Highest Quality Staff, and Promotes Partnerships with other Governmental and Private Sector Agencies.

**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. Monitors compliance with Vision 2020 goals of A Safe Community and Adequate and Well Maintained Infrastructure by making sure that all Town sewer facilities are maintained and overflows are prevented.

**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. This Section ensures compliance with Vision 2020 Goals of Adequate and Well Maintained Infrastructure and a strong transportation system.

**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. This section ensures compliance with Vision 2020 goals of helping provide a Safe Community and Adequate and Well Maintained Infrastructure.

**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.

**Grounds Maintenance:** Responsible for the maintenance, upkeep and repair of the Town's 12 parks and 139 acres of developed land. The Division is also responsible for event support for many of the various departments within the Town organization. This section ensures compliance with Vision 2020 goals of Adequate and Well Maintained Infrastructure and Ample Parkland and Diverse Recreational Opportunities.

## 2016-17 PROGRAMMATIC CHANGES

**WASTEWATER ENTERPRISE FUND:** The FY 16-17 budget includes capital fund expenditures to make necessary improvements. Specifically-

- \$100,000 Manhole Rehabilitation, Various Locations, year #4 of a 7-year CIP project plan
- \$100,000 Sewer Main Replacement, Various Locations
- \$30,000 Ramona Avenue Sewer Repair and Laterals

The FY16-17 budget reflects no changes in staffing levels within the Public Works Department.

**PARKS & RECREATION FUND:** FY 16-17 Programmatic Changes for this fund are described within the Parks & Recreation Fund portion of this Budget.



## 2015-16 HIGHLIGHTS

- Continued Sewer Manhole Rehabilitation Project (Year 3 of 7)
- Performed wet-well bypassing and cleaning at all 9 lift stations
- Removed/replaced 6 roadway sections
- Replaced old County street name signs with current Town standard street name signs
- Installed new motor at Kissel sewer lift station
- Installed new motor at AD# 3A2 sewer lift station
- Purchased a shared-use vehicle repair lift for Public Works Facility
- Purchased replacement/repair parts for AD# 3A1 sewer lift station grinder pump
- Conserved water at parks and landscape districts to comply with the State drought mandate
- Continued to support all Town events

## 2016-17 GOALS AND OBJECTIVES

- Continue Sewer Manhole Rehabilitation Project (Year 4 of 7)
- Sewer Main Replacement Project at various locations
- Ramona Avenue Sewer Repair Project
- Purchase dump truck
- Purchase trailer
- Continue to conserve water at parks and landscape districts
- Seed and fertilize grass at sports parks
- Replace grass at various parks and facilities with drought tolerant landscaping
- Continue with crack sealing program
- Develop a monthly Public Works report

<b>Department Workload Indicators – Public Works</b>				
	Actual FY 14-15	Goal FY 15-16	Estimated FY 15-16	Goal FY 16-17
Sewer Mainline Cleaned (miles)	27.08	30	21	30
Sewer Mainline Video Inspected	12.44	12	18	20
Manholes Epoxy Coated	28	28	24	25
Repair Deteriorated Manholes	7	10	15	15
Dry Well Drainage Structures Cleaned	76	100	22	125
Street Name Signs Replaced	80	100	80	100
Roadway Signs Replaced	112	100	125	150
Roadway Marking Lane Lines Refreshed (miles)	1.23	3.78	1.9	2
Trees Trimmed at Parks	132	150	196	200
Trees Planted at Parks	2	20	20	20

<b>Department Performance Measures – Public Works</b>				
	Actual FY 14-15	Goal FY 15-16	Estimated FY 15-16	Goal FY 16-17
Decrease the number of sewer overflows from one to zero	1	0	1	0
Increase the number of manholes inspected from 75 to 150	75	150	150	150
Clean the 9 lift station wet wells once per year	9	9	9	9
Increase the number of freshly painted stop bar legends from 40 to 50	40	45	45	50
Increase the number of sidewalk sections repaired from 3 to 5	3	4	4	5
Distribute completed Public Works monthly report by the 1 <sup>st</sup> of every month	N/A	N/A	N/A	100%
Increase the number of curb miles swept from 2,538 to 2,750	2,538	2600	2600	2,750
Sweep a minimum of 300 intersections per year	415	300	300	300
Increase the number of potholes filled from 43,609 to 45,000	43,609	44,000	44,000	45,000
Conserve water at parks by 28% to comply with state drought mandate	N/A	28%	28%	28%

# STREET MAINTENANCE FUND

TOTAL BUDGET - \$ 2,511,911

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. Funds and staffing are dedicated to aiding in accomplishing the goals of Vision 2020 of adequate and well maintained infrastructure as well as maintaining a strong transportation system.





# STREET MAINTENANCE FUND

TOTAL BUDGET - \$2,511,911

STREET MAINTENANCE FUND 2010-5010							
Code	Revenue Classification	Actual Revenue 2013-14	Actual Revenue 2014-15	Amended Budget 2015-16	Estimated Revenue 2015-16	% of Revenue Received	Adopted Budget 2016-2017
<b>BEGINNING FUND BALANCE</b>		-	489,082	37,035	37,035		(544,699)
4181	Refunds, Reimb, Rebates	274,873	2,758	2,500	2,500	100.0%	2,500
4255	Interest Earnings	-	113	-	-		
6809-5000	Section 2103	972,853	748,665	320,490	332,945	103.9%	168,396
6810	Section 2105	474,880	419,418	404,240	432,521	107.0%	445,916
6811	Section 2106	229,309	263,041	213,210	215,663	101.2%	222,455
6812	Section 2107	508,045	540,106	552,670	599,937	108.6%	619,225
6813	Section 2107.5	7,500	15,000	7,500	7,500	100.0%	7,500
6999	Transfer In - Fund 1001	90,316	163,817	-	-		1,257,007
6999	Transfer In - Fund 2015	-	-	350,000	350,000	100.0%	400,000
6999	Transfer In - Fund 2910	5,988	-	-	-		
<b>Total Revenues</b>		<b>2,563,764</b>	<b>2,152,917</b>	<b>1,850,610</b>	<b>1,941,066</b>	<b>104.9%</b>	<b>3,122,999</b>
Code	Expenditure Classification	Actual Expense 2013-14	Actual Expense 2014-15	Adopted Budget 2015-16	Estimated Expense 2015-16	% of Budget Expended	Adopted Budget 2016-2017
<b>Personnel Services</b>							
7010	Salaries & Wages - Permanent	317,500	319,108	363,329	388,985	107.1%	348,493
7010-4951	Salaries & Wages - Permanent	-	2,217	-	0		0
7030	Overtime	6,125	4,138	7,500	6,013	80.2%	7,500
7030-4951	Overtime	-	67	-	-		-
7110	Cafeteria Benefits	62,506	59,025	69,433	64,777	93.3%	66,301
7120	Deferred Comp	1,646	3,106	3,090	3,264	105.6%	3,336
7140	RHS	-	-	1,803	1,738		1,689
7150	Medicare	4,532	4,550	5,301	5,531	104.3%	5,053
7150-4951	Medicare	-	26	-	-		-
7160	PERS	67,637	82,242	88,571	87,238	98.5%	73,402
7160-4951	PERS	-	535	-	-		-
<b>Total Personnel</b>		<b>459,946</b>	<b>475,013</b>	<b>539,027</b>	<b>557,546</b>	<b>103.4%</b>	<b>505,774</b>
<b>Operations &amp; Maintenance</b>							
7180	Uniform cleaning and replacement	2,529	2,665	2,750	4,000	145%	4,000
7223	Disposal	1,218	1,472	1,200	1,750	146%	1,900
7229	Education & Training	466	1,679	400	1,500	375%	230
7241	Meetings & Conferences	114	241	100	1,000	1000%	100
7247	Membership & Dues	400	455	350	500	143%	300
7253	Mileage	-	2,416	2,300	2,101	91%	100
7259	Miscellaneous	949	519	700	200	29%	500
7265	Office Supplies	81	192	400	400	100%	300
7277	Printing	74	50	100	100	100%	100
7295-0109	Utilities Phones, Internet	5,906	6,424	5,200	7,000	135%	7,000
7295-0847	Utilities Electricity usage	113,532	130,551	120,000	130,000	108%	130,000
7295-0848	Utilities Natural gas usage	589	701	500	1,200	240%	1,000
7295-0849	Utilities Water usage	39,066	41,629	33,000	33,000	100%	33,000
7335-4951	NPDES - Compliance	77,723	151,509	145,000	145,000	100%	125,000
7336-4951	NPDES - Compliance - CAA	12,593	12,308	23,000	23,000	100%	30,000
7345	Prior Period Adjustment	-	208,721	-	-	0%	-
7360	Safety	235	526	400	250	63%	350
7655	Building Maintenance	1,794	4,001	5,000	5,000	100%	5,000
7755	Grounds Maintenance	305	851	350	1,000	286%	700
7914	Drain Maint. & Repair	-	3,864	15,000	15,000	100%	15,000
7928	Paving & Sealing	45,357	35,079	-	-	-	-
7935	ROW Maintenance	122,969	53,567	95,000	95,000	100%	95,000
7956	Signal & Lighting Maint.	57,201	78,765	90,000	100,000	111%	90,000



Code	Expenditure Classification	Actual Expense 2013-14	Actual Expense 2014-15	Adopted Budget 2015-16	Estimated Expense 2015-16	% of Budget Expended	Adopted Budget 2016-2017
7956-0010	Signal & Lighting Maint. - Engineering	652	909	-	-	-	-
7963	Signing	24,044	27,388	23,000	23,000	100%	23,000
7963-0010	Signing - Engineering	167	-	-	-	-	-
7970	Small Tools	4,425	3,034	4,000	3,000	75%	4,000
7977	Street Repairs	82,777	133,640	125,000	125,000	100%	125,000
7984	Street Striping	14,761	19,429	30,000	30,000	100%	30,000
7984-0010	Street Striping - Engineering	3,204	484	-	-	0%	-
7991	Street Sweeping	19,072	36,867	17,000	17,000	100%	17,000
7995-4951	Transit Services	-	6,720	55,000	9,000	16%	46,000
8916	Audit	900	900	1,700	1,700	100%	1,700
8940	Contracted Services	2,118	1,098	1,500	-	0%	500
8964	Engineering Contractor	59,126	86,554	75,000	70,000	93%	70,000
9013	Communications Equipment & Maint	-	-	-	166	100%	1,000
9026	Equipment Maintenance	2,318	1,945	2,500	1,400	56%	2,500
9052	Gasoline, Diesel, Oil	29,334	36,479	34,000	29,000	85%	34,000
9065	Leased Equipment	327	186	350	500	143%	350
9078	Safety Equipment	1,002	512	500	400	80%	500
9091	Vehicle Maintenance	7,874	12,823	9,000	9,000	100%	9,000
9999	Transfer - 5010	-	21,964	4,000	4,000	100%	-
9999	Operating Transfers	879,532	974,024	1,075,087	1,075,087	100%	1,102,007
	<b>Total Operations &amp; Maint</b>	<b>1,614,736</b>	<b>2,103,140</b>	<b>1,998,387</b>	<b>1,965,254</b>	<b>98.3%</b>	<b>2,006,137</b>
9120	Capital Outlay	-	26,811	-	-	-	-
	<b>Total Capital Expenditures</b>	<b>-</b>	<b>26,811</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>
	<b>Total Expenditures</b>	<b>2,074,682</b>	<b>2,604,964</b>	<b>2,537,414</b>	<b>2,522,800</b>	<b>99.4%</b>	<b>2,511,911</b>
	<b>ENDING FUND BALANCE</b>	<b>489,082</b>	<b>37,035</b>	<b>(649,769)</b>	<b>(544,699)</b>	<b>83.8%</b>	<b>66,389</b>

<b>Personnel Schedule</b>	<b>Actual 2013-14</b>	<b>Actual 2014-15</b>	<b>Actual 2015-16</b>	<b>Adopted 2016-17</b>
<b>Full Time:</b>				
Public Works Director	0.00	0.33	0.33	0.33
Public Works Manager	0.50	0.34	0.34	0.34
Public Works Supervisor	0.50	0.00	0.00	0.50
Senior Maintenance Worker	2.00	2.00	2.00	0.50
Maintenance Worker II	0.50	1.50	1.50	2.00
Maintenance Worker I	2.00	2.00	2.00	2.00
<b>Total FTE's:</b>	<b>5.50</b>	<b>6.17</b>	<b>6.17</b>	<b>5.67</b>

# ARTICLE 3 FUND

TOTAL BUDGET - \$ 191,284

SANBAG funding of Transportation Development Act, Article 3 Pedestrial and Bicycle Program, for Bear Valley Road Bike Path Project grant of \$386,370 plus \$42,930 Share of cost from Measure I funds. Total project cost of \$429,300.

ARTICLE 3 FUND 2013-5210							
Code	Revenue Classification	Actual Revenue 2013-14	Actual Revenue 2014-15	Amended Budget 2015-16	Estimated Revenue 2015-16	% of Revenue Received	Adopted Budget 2016-17
	BEGINNING FUND BALANCE	(54,066)	(89,997)	(142,088)	(142,088)		(164,416)
6835-0000	CalTrans Bicycle Facilities	-	-	355,700	-	0.0%	355,700
6999-2021	Transfer In - 2021	8,238	5,788	-	-	0.0%	-
	Total Revenues	8,238	5,788	355,700	-		355,700
Code	Expenditure Classification	Actual Expense 2013-14	Actual Expense 2014-15	Amended Budget 2015-16	Estimated Expense 2015-16	% of Budget Expended	Adopted Budget 2016-17
9271-0000	Bear Valley Bike Path, Phase I	44,169	57,878	355,700	22,328	6.3%	191,284
	Total Expenditures	44,169	57,878	355,700	22,328		191,284
	ENDING FUND BALANCE	(89,997)	(142,088)	(142,088)	(164,416)	-	0

Note: This project was initially in 4910 Misc. Grant fund. Balances transferred to this new Article 3 fund in 2014-2015.

## LOCAL TRANSPORTATION FUND

TOTAL BUDGET – \$435,000

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 \$1,842,415 and SB325 funds totaling \$650,000 are expected to be received in fiscal year 2016-17, leaving an expected fund balance at the end of the fiscal year of \$2,057,415.



# LOCAL TRANSPORTATION FUND

TOTAL BUDGET - \$ 435,000

LOCAL TRANSPORTATION FUND 2015-5210							
Code	Revenue Classification	Actual Revenue 2013-14	Actual Revenue 2014-15	Amended Budget 2015-16	Estimated Revenue 2015-16	% of Revenue Received	Adopted Budget 2016-17
	BEGINNING FUND BALANCE	392,714	1,355,149	1,819,013	1,819,013	100.00%	1,842,415
4181-4951	CDBG Funding - Powhatan Rd Imp	-	-	-	-		-
4181-4951	TDA Article 3 Funding-Powhatan Rd Imp	-	-	-	-		-
4181-4951	VVTA Article 3 Match-Powhatan Rd Imp	-	-	-	31,500	0.0%	-
4255	Interest Earnings	2,039	7,759	-	-		-
6804	Sales Tax - SB 325	969,496	532,178	650,000	639,202	98.3%	650,000
	<b>Total Revenues</b>	<b>971,535</b>	<b>539,937</b>	<b>650,000</b>	<b>670,702</b>	<b>103.18%</b>	<b>650,000</b>

Code	Expenditure Classification	Actual Expense 2013-14	Actual Expense 2014-15	Amended Budget 2015-16	Estimated Expense 2015-16	% of Budget Expended	Adopted Budget 2016-17
9292-4951	Bus Stop Imp.-Bear Valley and Central	-	-	35,000	-		35,000
9526-4951	Powhatan Road Street Improvements	-	32,473	5,000	290,000	5800.0%	-
8940	Contract Services (Bike Lane Nwk Review)	9,100	43,600	-	7,300	0.0%	-
9999	Transfer to Street Maint. - 2010	-	-	350,000	350,000	100.0%	400,000
	<b>Total Expenditures</b>	<b>9,100</b>	<b>76,073</b>	<b>390,000</b>	<b>647,300</b>	<b>165.97%</b>	<b>435,000</b>

	ENDING FUND BALANCE	1,355,149	1,819,013	2,079,013	1,842,415	88.62%	2,057,415
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# MEASURE I FUND

## LOCAL PASS-THROUGH FROM SANBAG

TOTAL BUDGET – \$6,654,568

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

## Capital Improvement Program-Measure I Local 2040 - Account Number 2021-5210

Code	Revenue Classification	Actual Revenue 2013-14	Actual Revenue 2014-15	Amended Budget 2015-16	Estimated Revenue 2015-16	% of Revenue Received	Adopted Budget 2016-17
	<b>BEGINNING FUND BALANCE</b>	5,748,065	5,428,844	5,786,420	5,786,420		7,082,315
4181	Reimb from AVUSD (9260)	-	-	12,825	-	0.0%	12,825
4181	Reimb from SB County (9307)	8,251	-	-	-	0.0%	52,000
4055	Sales Tax - Local (35%)	1,799,356	1,842,204	1,600,000	1,938,965	121.2%	1,600,000
4255	Interest	10,026	24,753	10,000	10,000	100.0%	10,000
6816	Grants-HBP-Federal Grant	25,561	240,102	664,080	644,080	97.0%	424,944
6816	Grants-Sanbag TDA Article 3	-	-	-	-	0.0%	-
6816	Grants-Safe Rts2 School-St SR2S	-	-	-	-	0.0%	-
6816	Grants-Safe Rts 2 School-Fed SRTS	-	-	-	-	0.0%	300,600
6816	Grants-Sust. Transp. Planning	-	-	199,350	62,500	31.4%	101,850
6930-9000	SANBAG Stimulus	-	-	3,597,480	3,597,480	100.0%	-
6666	Transfer in - 4910	-	-	923,000	923,000	100.0%	923,000
	<b>Total Revenue</b>	<b>1,843,194</b>	<b>2,107,059</b>	<b>7,006,735</b>	<b>7,176,025</b>	<b>102.4%</b>	<b>3,425,219</b>
Code	Expenditure Classification	Actual Expense 2013-14	Actual Expense 2014-15	Amended Budget 2015-16	Estimated Expense 2015-16	% of Budget Expended	Adopted Budget 2016-17
	Capital Projects (Infras.)						
8940	Contract Svcs - CCParking Lot Imp	5,058	112,410	-	-	0.0%	-
8940	Contract Svcs - Townwide Rev	-	3,330	-	-	0.0%	-
9248	AV Road Rehab-BV to Town Ctr	-	-	5,000	-	0.0%	5,000
9253	AV Road @ Tuscola Signal	-	-	380,000	380,000	100.0%	-
9260	AV Safe Rts to School Master Plan	-	1,712	225,000	97,500	43.3%	127,500
9282	Bear Valley Bridge Rehab	98,938	251,084	1,022,650	542,650	53.1%	480,000
9271	Bear Valley Bike Path	-	-	-	-	0.0%	5,000
9336-5000	D. Evans Pkwy@Waalew Rd Realign	4,501	16,134	300,000	20,000	6.7%	280,000
9350	Deep Creek Road (BV to Tussing)	-	251,904	-	-	0.0%	-
9390	High Desert Corridor	6,953	4,442	25,000	-	0.0%	25,000
9410	Hwy 18/AV Rd Int. Imprv.	208,693	148,391	-	-	0.0%	20,000
9415-5000	Hwy 18 Shoulder Med Imp (Navajo/Ctrl)	-	-	45,000	-	0.0%	45,000
9440	Kiowa (VanDusen & Tussing)	-	-	27,500	-	0.0%	-
9447	Mojave Riverwalk South	-	7,296	923,000	-	0.0%	923,000
9471	Navajo Rd Rehab. (BV to Hwy 18)	41	63,554	10,000	10,000	100.0%	-
9525	Paving - PMS Priorities	1,241,763	25,186	972,500	972,500	100.0%	1,000,000
9536	Ramona Road Widening	61,620	18,756	10,000	-	0.0%	10,000
9538	Rancherias Rd Resurface	27,689	829,496	-	-	0.0%	-
9546	SanBag Congestion Mgmt Plan	-	-	5,000	-	0.0%	5,000
9563	SR25 Rancho Verde Elem School	-	-	10,000	-	0.0%	10,000
9564	Standing Rock @ Hwy 18	-	-	150,000	-	0.0%	150,000
????	Tao Road	-	-	-	-	0.0%	95,000
9572	Town Wide Class II Bikeway Upgrade	-	3,461	-	-	0.0%	5,000
9589	Yucca Loma Elem-Safe Rts SRTS	-	6,539	10,000	10,000	100.0%	423,610
9588	Yucca Loma Bridge	-	-	-	-	0.0%	370,000
9595-5000	Yucca Loma Rd Wdng (AV Rd-Rinc.)	-	-	250,000	250,000	100.0%	-
9999-2013	Transfer out - 2013	-	5,788	-	-	0.0%	-
9999-4410	Transfer out - 4410 (9595)	498,921	-	3,597,480	3,597,480	100.0%	2,675,458
9999-4910	Transfer out - 4910	8,238	-	-	-	-	-
	<b>Total Expenditures</b>	<b>2,162,415</b>	<b>1,749,483</b>	<b>7,968,130</b>	<b>5,880,130</b>	<b>73.8%</b>	<b>6,654,568</b>
	<b>ENDING FUND BALANCE</b>	<b>5,428,844</b>	<b>5,786,420</b>	<b>4,825,025</b>	<b>7,082,315</b>	<b>146.8%</b>	<b>3,852,966</b>

# AIR POLLUTION CONTROL

TOTAL BUDGET - \$ 47,320

This fund accounts for AB 2766 revenues received from the State Department of Motor Vehicles which are subvended 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. This coincides with the Vision 2020 goals of maintaining a strong transportation system as well as promoting partnerships with the community and other organizations.

Air Pollution Control 2040-5410							
Code	Revenue Classification	Actual Revenue 2013-14	Actual Revenue 2014-15	Amended Budget 2015-16	Estimated Revenue 2015-16	% of Budget Received	Adopted Budget 2016-17
3600	BEGINNING FUND BALANCE	84,573	84,172	85,188	85,188	100.00%	85,868
6802-4951	Air Pollution AB2766	46,778	47,955	47,320	48,000	101.4%	47,320
4255	Interest	141	321	130	-	0.0%	-
	Total Revenue	46,919	48,276	47,450	48,000		47,320
Code	Expenditure Classification	Actual Expense 2013-14	Actual Expense 2014-15	Amended Budget 2015-16	Estimated Expense 2015-16	% of Budget Expended	Adopted Budget 2016-17
8940-4951	Contract Services	47,320	47,260	47,320	47,320	100.0%	47,320
	Total Expenditures	47,320	47,260	47,320	47,320	100.00%	47,320
	ENDING FUND BALANCE	84,172	85,188	85,318	85,868	100.64%	85,868

# COMMUNITY DEVELOPMENT BLOCK GRANT

TOTAL BUDGET - \$ 1,079,564

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 2013-14	Actual Revenue 2014-15	Amended Budget 2015-16	Estimated Revenue 2015-16	% of Revenue Received	Adopted Budget 2016-17
BEGINNING FUND BALANCE		-	(39,700)	(7,594)	(7,594)		(7,594)
6829	FY 10-11 CDBG Allocation	-	-	1,962	-	0.0%	-
6830	FY 11-12 CDBG Allocation	15,049	13,766	-	-	0.0%	-
6831	FY 12-13 CDBG Allocation	71,692	49,056	4,534	-	0.0%	-
6832	FY 13-14 CDBG Allocation	176,021	339,733	174,035	149,743	86.0%	68,834
6833	FY 14-15 CDBG Allocation	-	183,545	213,157	204,716	96.0%	190,540
6834	FY 15-16 CDBG Allocation	-	-	590,434	199,975	33.9%	269,060
6835	FY 16-17 CDBG Allocation	-	-	-	-	0.0%	559,270
6999	Transfer in -2110	163	31,731	-	-	0.0%	-
Total Revenues		262,925	617,831	984,122	554,434	56.3%	1,087,704
Code	Expenditure Classification	Actual Expense 2013-14	Actual Expense 2014-15	Amended Budget 2015-16	Estimated Expense 2015-16	% of Budget Expended	Adopted Budget 2016-17
Personnel Services							
7010	Salaries & Wages - Permanent	110,875	172,374	176,755	287,671	162.8%	158,848
7020	Salaries Part-Time	-	6,586	30,333	-	0.0%	30,486
7110	Cafeteria Benefits	17,328	22,667	26,057	-	0.0%	23,662
7120	Deferred Compensation	2,441	2,785	3,251	-	0.0%	3,097
7140	RHS	-	-	494	-	0.0%	794
7150	Medicare	1,846	2,585	3,003	-	0.0%	2,750
7160	PERS	27,492	44,007	47,778	-	0.0%	44,816
7165	Auto Allowance	-	-	-	-	0.0%	342
7170	Direct Housing Loan Costs	(33,356)	(58,516)	-	-	0.0%	-
Total Personnel		126,626	192,487	287,671	287,671	100.0%	264,795
7205	Advertising	1,349	-	2,000	-	0.0%	1,800
7229	Education & Training	123	752	1,500	500	33.3%	950
7241	Meetings & Conferences	316	-	1,100	500	45.5%	1,100
7247	Membership and Dues	-	-	125	-	0.0%	125
7253	Mileage	327	176	1,000	-	0.0%	1,000
7265	Office Supplies	229	35	793	500	63.1%	650
7289	Subscriptions	250	(250)	500	-	0.0%	500
7350	Public Information	184	242	500	-	0.0%	500
8916	Audit	-	-	1,500	1,500	100.0%	1,500
8994	Unfunded Loan Costs	8,940	11,101	-	-	0.0%	-
Total Operations & Maintenance		11,719	12,056	9,018	3,000	33.3%	8,125



Code	Expenditure Classification	Actual Expense 2013-14	Actual Expense 2014-15	Amended Budget 2015-16	Estimated Expense 2015-16	% of Budget Expended	Adopted Budget 2016-17
FY 16-17 CDBG Program							
7430-0075	Apple Valley Police Protective League			10,000	-	0.0%	10,000
7430-0100	Assistance League of Victor Valley	-	-	10,000	-	0.0%	10,000
7430-0250	Church for Whosoever	-	-	4,000	-	0.0%	4,000
7430-0500	Inland Fair Housing & Mediation Board - Fair	-	-	10,000	-	0.0%	10,000
7430-0525	Family Assistance Program	-	-	5,000	-	0.0%	5,000
7430-0700	High Desert Homeless Services	-	-	10,000	-	0.0%	10,000
7430-0701	Lutheran Social Services of So Cal	-	-	-	-	0.0%	5,000
7430-0702	Orenda Foundation	-	-	-	-	0.0%	5,000
7430-0703	Town of AV Thunderbird Park Restroom Proj	-	-	-	-	0.0%	100,000
7430-0704	Town of AV James Woody Park Gym Floor/R	-	-	-	-	0.0%	22,500
7430-0705	Victor Valley Com. Svc. Council Repairs	-	-	-	-	0.0%	20,000
7430-1250	Moses House Ministries/Rose of Sharon	-	-	6,000	-	0.0%	6,200
7430-1480	Victor Valley Community Services Council	-	-	10,000	-	0.0%	10,000
7430-1500	Victor Valley Domestic Violence	-	-	7,500	-	0.0%	8,691
7567-0000	Residential Rehabilitation Loan Program	-	-	169,060	-	0.0%	162,124
7567-0000	Rehabilitation Administration	-	-	80,000	-	0.0%	80,000
7567-0000	Salaries included in Personnel above	-	-	(80,000)	-	0.0%	(77,863)
	<b>Subtotal</b>	-	-	<b>231,560</b>	-	<b>0.0%</b>	<b>390,652</b>
FY 15-16 CDBG Program							
7430-0075	Apple Valley Police Protective League	-	-	10,000	10,000	100.0%	-
7430-0100	Assistance League of Victor Valley	-	-	10,000	10,000	100.0%	-
7430-0250	Church for Whosoever	-	-	4,000	4,000	100.0%	-
7430-0300	San Bernardino County Library	-	-	5,169	5,169	100.0%	-
7430-0500	Inland Fair Housing & Mediation Board - Fair	-	-	10,000	10,000	100.0%	-
7430-0525	Family Assistance Program	-	-	5,000	5,000	100.0%	-
7430-0700	High Desert Homeless Services	-	-	10,000	10,000	100.0%	-
7430-0960	James Woody Sidewalk & Accessibility	-	-	65,000	65,000	100.0%	-
7430-1160	Mendel Park Basketball Ct & Exercise Equip.	-	-	30,000	3,000	10.0%	-
7430-1175	Microenterprise Business Assistance Pgrm.	-	-	20,000	-	0.0%	17,500
7430-1250	Moses House Ministries/Rose of Sharon	-	-	6,000	6,000	100.0%	-
7430-1450	St John of God Health Care Services	-	-	7,000	7,000	100.0%	-
7430-1480	Victor Valley Community Services Council	-	-	10,000	10,000	100.0%	-
7430-1500	Victor Valley Domestic Violence	-	-	7,500	7,500	100.0%	-
7566-0000	Residential Rehabilitation Loan Program	-	-	169,060	-	0.0%	169,060
7566-0000	Rehabilitation Administration	-	-	80,000	-	0.0%	80,000
7566-0000	Salaries included in Personnel above	-	-	(80,000)	-	0.0%	(80,000)
9202-4951	AV Bus Stop Accessibility (South Hwy 18)	-	-	30,000	30,000	100.0%	-
	<b>Subtotal</b>	-	-	<b>398,729</b>	<b>182,669</b>	<b>45.8%</b>	<b>186,560</b>
FY 14-15 CDBG Program							
7430-0020	AV Bus Stop Accessibility (Powhatan Road Ir	-	6,523	-	-	0.0%	-
7430-0075	Apple Valley Police Protective League	-	9,225	-	8,450	0.0%	775
7430-0100	Assistance League of Victor Valley	-	11,010	-	-	0.0%	-
7430-0250	Church for Whosoever	-	3,010	-	1,591	0.0%	1,419
7430-0300	San Bernardino County Library	-	4,588	-	-	0.0%	-
7430-0500	Inland Fair Housing & Mediation Board - Fair	-	11,010	-	8,246	0.0%	2,764
7430-0525	Family Assistance Program	-	5,212	-	4,001	0.0%	1,211
7430-0550	Feed My Sheep Ministries	-	2,400	-	1,130	0.0%	1,270
7430-0700	High Desert Homeless Services	-	14,682	-	8,521	0.0%	6,161
7430-1050	Manufactured Home Repair Prgm.	-	29,660	-	-	0.0%	-
7430-1175	Microenterprise Business Assistance Pgrm.	-	-	22,000	-	0.0%	22,000
7430-1250	Moses House Ministries/Rose of Sharon	-	6,423	-	4,817	0.0%	1,606
7430-1480	Victor Valley Community Services Council	-	9,175	-	8,077	0.0%	1,098
7430-1500	Victor Valley Domestic Violence	-	9,175	-	6,881	0.0%	2,294
7565-0000	Residential Rehabilitation Loan Program	-	20,477	120,000	-	0.0%	120,000
7565-0000	Rehabilitation Administration	-	-	71,157	62,306	87.6%	8,851
7565-0000	Salaries included in Personnel above	-	-	(71,157)	-	0.0%	(8,851)
	<b>Subtotal</b>		<b>142,570</b>	<b>142,000</b>	<b>114,020</b>	<b>80.3%</b>	<b>160,598</b>

Code	Expenditure Classification	Actual Expense 2013-14	Actual Expense 2014-15	Amended Budget 2015-16	Estimated Expense 2015-16	% of Budget Expended	Adopted Budget 2016-17
FY 13-14 CDBG Program							
7430-0060	AV Golf Course Accessibility	-	25,000	-	-	0.0%	-
7430-0075	Apple Valley Police Protective League	10,000	-	335	-	0.0%	-
7430-0100	Assistance League of Victor Valley	15,502	-	-	-	0.0%	-
7430-0250	Church for Whosoever	5,035	-	133	-	0.0%	-
7430-0300	San Bernardino County Library	5,167	-	-	-	0.0%	-
7430-0500	Inland Fair Housing & Mediation Board - Fair	13,000	-	-	-	0.0%	-
7430-0550	Feed My Sheep Ministries	4,357	-	7,454	-	0.0%	-
7430-0700	High Desert Homeless Services	15,492	-	10	-	0.0%	-
7430-0953	James Woody Picnic Structures	3,917	87,541	-	-	0.0%	-
7430-1050	Manufactured Home Repair Prgm.	10,462	78,577	-	77,471	0.0%	1,106
7430-1175	Microenterprise Business Assistance Prgm.	-	-	20,000	1,332	6.7%	18,668
7430-1480	Victor Valley Community Services Council	10,124	-	211	-	0.0%	-
7564-0000	Residential Rehabilitation Loan Program	6,199	-	120,000	70,940	59.1%	49,060
7564-0000	Rehabilitation Administration	-	44,891	25,892	-	0.0%	-
7564-0000	Salaries included in Personnel above	-	-	(33,827)	-	0.0%	-
Subtotal		99,254	236,010	140,208	149,743	106.8%	68,834
FY 12-13 CDBG Program							
7430-0360	Civic Center Park Aquatic Center	12,481	2,287	-	-	0.0%	-
7563-0000	Residential Rehabilitation Loan Program	-	315	4,534	-	0.0%	-
7563-0000	Rehabilitation Administration	52,545	-	-	-	0.0%	-
Subtotal		65,026	2,602	4,534	-	0.0%	-
FY 10-11 CDBG Program							
7561-0000	Residential Rehabilitation Loan Program	-	-	1,962	-	0.0%	-
Subtotal		-	-	1,962	-	0.0%	-
Total Expenditures		302,625	585,725	984,122	554,434	56.3%	1,079,564
ENDING FUND BALANCE		(39,700)	(7,594)	(7,594)	(7,594)	100.0%	546

	Actual 2013-14	Actual 2014-15	Actual 2015-16	Adopted 2016-17
<b>Personnel Schedule</b>				
<b>Full Time:</b>				
Assistant Town Manager	0.00	0.00	0.00	0.05
Housing & Community Dev. Spec II	0.59	0.88	0.86	0.85
Housing & Community Dev. Spec I	0.55	1.36	1.38	1.15
Associate Planner	0.15	0.16	0.16	0.00
Sr. Planner	0.09	0.00	0.00	0.00
Executive Secretary	0.00	0.00	0.00	0.04
Program Assistant	0.00	0.50	0.50	0.60
<b>Total FTE's:</b>	<b>1.38</b>	<b>2.90</b>	<b>2.90</b>	<b>2.69</b>

# NSP3

## TOTAL BUDGET - \$100,000

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. The three years for this grant expired in 2014.

NSP3 2131-4210							
Code	Revenue Classification	Actual Revenue 2013-14	Actual Revenue 2014-15	Amended Budget 2015-16	Estimated Revenue 2015-16	% of Revenue Received	Adopted Budget 2016-17
<b>BEGINNING FUND BALANCE</b>							
		-	-	-	-	-	-
6829	NSP 10/11	453,068	51,687	-	-		-
6880	Program Income	-	75,000	-	150,000		100,000
<b>Total Revenues</b>		<b>453,068</b>	<b>126,687</b>	<b>-</b>	<b>150,000</b>		<b>100,000</b>
Code	Expenditure Classification	Actual Expense 2013-14	Actual Expense 2014-15	Amended Budget 2015-16	Estimated Expense 2015-16	% of Budget Expended	Adopted Budget 2016-17
<b>Personnel Services</b>							
7010	Salaries	61,745	-	-	-	0.0%	-
7110	Cafeteria Benefits	3,761	-	-	-	0.0%	-
7120	Deferred Comp	1,139	-	-	-	0.0%	-
7150	Medicare	473	-	-	-	0.0%	-
7160	PERS	7,168	-	-	-	0.0%	-
7170	Direct Housing Loan Costs	(103)	-	-	-	0.0%	-
<b>Total Personnel</b>		<b>74,182</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>
<b>Operations &amp; Maintenance</b>							
7205	Advertising	-	-	-	-	0.0%	-
7229	Education & Training	-	-	-	-	0.0%	-
7241	Meetings & Conferences	-	-	-	-	0.0%	-
7253	Mileage Exp/Allowance	(170)	-	-	-	0.0%	-
7265	Office Supplies	-	-	-	-	0.0%	-
7350	Public Information	-	-	-	-	0.0%	-
8972	Legal	-	-	-	-	0.0%	-
<b>Total Operations &amp; Maint</b>		<b>(170)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>
<b>NSP Activities</b>							
7520	NSP Admin - Balance/Carry Over	-	-	-	-	0.0%	-
7521	NSP Acq./Rehab./MFR Uses	379,056	51,687	-	-	0.0%	-
7522	NSP Down Payment Assistance	-	-	-	-	0.0%	-
7523	New Const./Acq./MFR Uses	-	-	-	-	0.0%	-
7524	NSP Acq./Rehab/Sale/SFR Uses	-	75,000	-	150,000	0.0%	100,000
<b>Total NSP Activities</b>		<b>379,056</b>	<b>126,687</b>	<b>-</b>	<b>150,000</b>	<b>0.0%</b>	<b>100,000</b>
<b>Total Expenses</b>		<b>453,068</b>	<b>126,687</b>	<b>-</b>	<b>150,000</b>	<b>0.0%</b>	<b>100,000</b>
<b>ENDING FUND BALANCE</b>							
		-	-	-	-	0.0%	-

<u>Personnel Schedule</u>	<u>Actual 2013-14</u>	<u>Actual 2014-15</u>	<u>Actual 2015-16</u>	<u>Adopted 2016-17</u>
<b>Full Time:</b>				
Community Development Director	0.18	0.00	0.00	0.00
Housing & Comm. Dev. Spec. II	0.15	0.00	0.00	0.00
Housing & Comm. Dev Spec. I	0.11	0.00	0.00	0.00
<b>Total FTE's:</b>	<b>0.44</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

# APPLE VALLEY HOME

TOTAL BUDGET - \$ 902,698

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 2013-14	Actual Revenue 2014-15	Amended Budget 2015-16	Estimated Revenue 2015-16	% of Budget Received	Adopted Budget 2016-17
	BEGINNING FUND BALANCE	(73,071)	(69,122)	(45,948)	(7,308)		23,502
6828	AV HOME 2009-10	-	-	104,331	14,926	14.3%	104,331
6829	AV HOME 2010-11	-	3,415	14,926	7,395	49.5%	14,242
6830	AV HOME 2011-12	47,361	-	7,957	45,114	567.0%	16,379
6831	AV HOME 2012-13	100,234	40,906	36,267	149,839	413.2%	30,419
6832	AV HOME 2013-14	57,304	51,051	133,580	58,364	43.7%	133,580
6833	AV HOME 2014-15	-	21,040	174,176	34,360	19.7%	176,577
6834	AV HOME 2015-16	-	-	210,914	-	0.0%	210,914
6835	AV HOME 2016-17	-	-	-	-	0.0%	225,181
	Total Revenues	204,899	116,411	682,151	309,998	45.4%	911,623
Code	Expenditure Classification	Actual Expense 2013-14	Actual Expense 2014-15	Adopted Budget 2015-16	Estimated Expense 2015-16	% of Budget Expended	Adopted Budget 2016-17
	Personnel Services						
7010	Salaries & Wages - Permanent	20,896	19,091	22,459	22,459	100.0%	49,149
7020	Salaries Part-Time	-	585	-	-	0.0%	-
7110	Cafeteria Benefits	4,906	2,943	2,912	2,912	100.0%	5,897
7120	Deferred Comp	664	382	449	449	100.0%	1,230
7140	RHS	-	-	112	112	100.0%	245
7150	Medicare	485	283	326	326	100.0%	718
7160	PERS	7,200	4,862	5,441	5,441	100.0%	12,624
7165	Auto Allowance	-	-	-	-	0.0%	342
7170	Direct Housing Loan Costs	(1,315)	(1,623)	(950)	(950)	100.0%	-
	Total Personnel	32,836	26,524	30,749	30,749	100.0%	70,205
	Operations & Maintenance						
7229	Education & Training	(78)	-	1,000	1,000	100.0%	-
7241	Meetings & Conferences	660	1,026	500	500	100.0%	225
7253	Mileage	1,236	261	397	397	100.0%	55
7259	Miscellaneous	2,325	1,921	-	-	0.0%	-
7265	Office Supplies	171	626	500	500	100.0%	500
7350	Public Information	319	715	400	400	100.0%	400
8916	Audit	-	-	1,500	1,500	100.0%	1,500
8940	Contracted Services	-	-	-	-	0.0%	40,000
8994	Unfunded Loan Costs	-	479	-	-	0.0%	-
	Total Operations & Maint	4,633	5,028	4,297	4,297	100.0%	42,680

Code	Expenditure Classification	Actual Expense 2013-14	Actual Expense 2014-15	Adopted Budget 2015-16	Estimated Expense 2015-16	% of Budget Expended	Adopted Budget 2016-17
7443-0004	CHDO 2007-08	14,727	-	-	-	0.0%	-
7444-0010	CHDO 2009-10	-	-	104,331	-	0.0%	104,331
7444-0013	CHDO 2012-13	-	-	29,968	-	0.0%	29,968
7444-0014	CHDO 2013-14	-	-	27,535	-	0.0%	123,507
7444-0015	CHDO 2014-15	-	-	28,826	-	0.0%	28,826
7444-0016	CHDO 2015-16	-	-	29,342	-	0.0%	29,342
7444-0017	CHDO 2016-17	-	-	-	-	0.0%	29,342
7464	DAP 07/08	(2,875)	-	-	-	0.0%	-
7465	DAP 11/12	1,077	-	-	-	0.0%	-
7561	RRLP 2010-11	-	-	14,926	14,926	100.0%	-
7562	RRLP 2011-12	(886)	(963)	7,957	7,957	100.0%	-
7563	RRLP 2012-13	67,285	4,636	6,299	149,839	2378.8%	-
7564	RRLP 2013-14	84,153	8,654	68,437	58,364	85.3%	10,073
7565	RRLP 2014-15	-	49,358	144,132	13,056	9.1%	131,076
7566	RRLP 2015-16	-	-	146,712	-	0.0%	146,712
7567	RRLP 2016-17	-	-	-	-	0.0%	156,636
<b>Total HOME Activities</b>		<b>163,481</b>	<b>61,685</b>	<b>608,465</b>	<b>244,142</b>	<b>40.1%</b>	<b>789,813</b>
<b>Total Expenditures</b>		<b>200,950</b>	<b>93,236</b>	<b>643,511</b>	<b>279,188</b>	<b>43.4%</b>	<b>902,698</b>
<b>ENDING FUND BALANCE</b>		<b>(69,122)</b>	<b>(45,948)</b>	<b>(7,308)</b>	<b>23,502</b>	<b>-321.6%</b>	<b>32,427</b>

	<u>Actual</u> <u>2013-14</u>	<u>Actual</u> <u>2014-15</u>	<u>Actual</u> <u>2015-16</u>	<u>Adopted</u> <u>2016-17</u>
<b><u>Personnel Schedule</u></b>				
<b>Full Time:</b>				
Assistant Town Manager	0.00	0.00	0.00	0.05
Housing & Comm Dev. Spec. II	0.26	0.26	0.14	0.15
Housing & Comm Dev. Spec. I	0.34	0.34	0.12	0.35
<b>Total FTE's:</b>	<b>0.60</b>	<b>0.60</b>	<b>0.26</b>	<b>0.55</b>

# VICTORVILLE HOME

TOTAL BUDGET - \$ 1,463,753

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 2013-14	Actual Revenue 2014-15	Amended Budget 2015-16	Estimated Revenue 2015-16	% of Budget Received	Adopted Budget 2016-17
BEGINNING FUND BALANCE		-	-	-	-	-	-
6827	HOME 08-09	-	-	56,601	-	0.0%	56,601
6828	HOME 09-10	-	-	11,280	11,280	100.0%	-
6829	HOME 10-11	103,494	1,145	-	-	0.0%	-
6830	HOME 11-12	154,129	47,357	23,201	147,600	636.2%	70,318
6831	HOME 12-13	23,678	80,580	60,569	166,635	275.1%	206,754
6832	HOME 13-14	14,975	-	269,554	-	0.0%	269,554
6833	HOME 14-15	-	-	294,496	16,361	5.6%	294,496
6834	HOME 15-16	-	-	290,664	15,298	5.3%	275,366
6835	HOME 16-17	-	-	-	-	0.0%	290,664
Total Revenues		296,276	129,081	1,006,365	357,174	35.5%	1,463,753
Code	Expenditure Classification	Actual Expense 2013-14	Actual Expense 2014-15	Amended Budget 2015-16	Estimated Expense 2015-16	% of Budget Expended	Adopted Budget 2016-17
7405-0000	Acq/Rehab/Resale 09-10	-	-	11,280	-	0.0%	-
7444-0011	CHDO 10-11	103,494	-	-	-	0.0%	-
7444-0012	CHDO 11-12	48,048	5,338	-	-	0.0%	-
7444-0013	CHDO 12-13	-	38,765	8,305	-	0.0%	108,305
7444-0014	CHDO 13-14	-	-	44,926	-	0.0%	44,926
7444-0015	CHDO 14-15	-	-	49,083	-	0.0%	49,083
7444-0016	CHDO 15-16	-	-	45,894	-	0.0%	45,894
7444-0017	CHDO 16-17	-	-	-	-	0.0%	45,894
7481-0051	HOME Administration 09-10	-	1,145	-	-	0.0%	-
7481-0054	HOME Administration 12-13	15,690	-	-	-	0.0%	-
7481-0055	HOME Administration 13-14	14,975	-	-	-	0.0%	-
7481-0056	HOME Administration 14-15	-	-	-	16,361	0.0%	-
7481-0057	HOME Administration 15-16	-	-	15,298	15,298	100.0%	-
7481-0058	HOME Administration 16-17	-	-	-	-	0.0%	15,298
7504-0013	MAP 12-13	-	-	27,364	24,900	91.0%	2,464
7504-0014	MAP 13-14	7,988	-	-	-	0.0%	-
7524-5000	OOR 08-09	-	-	56,601	-	0.0%	56,601
7526-0000	OOR 12-13	-	-	10,000	100,000	1000.0%	-

Code	Expenditure Classification	Actual Expense 2013-14	Actual Expense 2014-15	Amended Budget 2015-16	Estimated Expense 2015-16	% of Budget Expended	Adopted Budget 2016-17
7598-0022	Senior Repair Program 11-12	-	41,519	23,201	147,600	636.2%	70,318
7598-0023	Senior Repair Program 12-13	-	42,315	14,900	53,015	355.8%	95,985
7598-0024	Senior Repair Program 13-14	106,081	-	129,628	-	0.0%	129,628
7598-0025	Senior Repair Program 14-15	-	-	245,413	-	0.0%	245,413
7598-0026	Senior Repair Program 15-16	-	-	229,472	-	0.0%	229,472
7598-0027	Senior Repair Program 16-17	-	-	-	-	0.0%	229,472
7645-0000	Victorville CHDO Project 13-14	-	-	95,000	-	0.0%	95,000
	<b>Total Expenditures</b>	<b>296,276</b>	<b>129,081</b>	<b>1,006,365</b>	<b>357,174</b>	<b>35%</b>	<b>1,463,753</b>
	<b>ENDING FUND BALANCE</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>		<b>-</b>

# APPLE VALLEY CalHOME

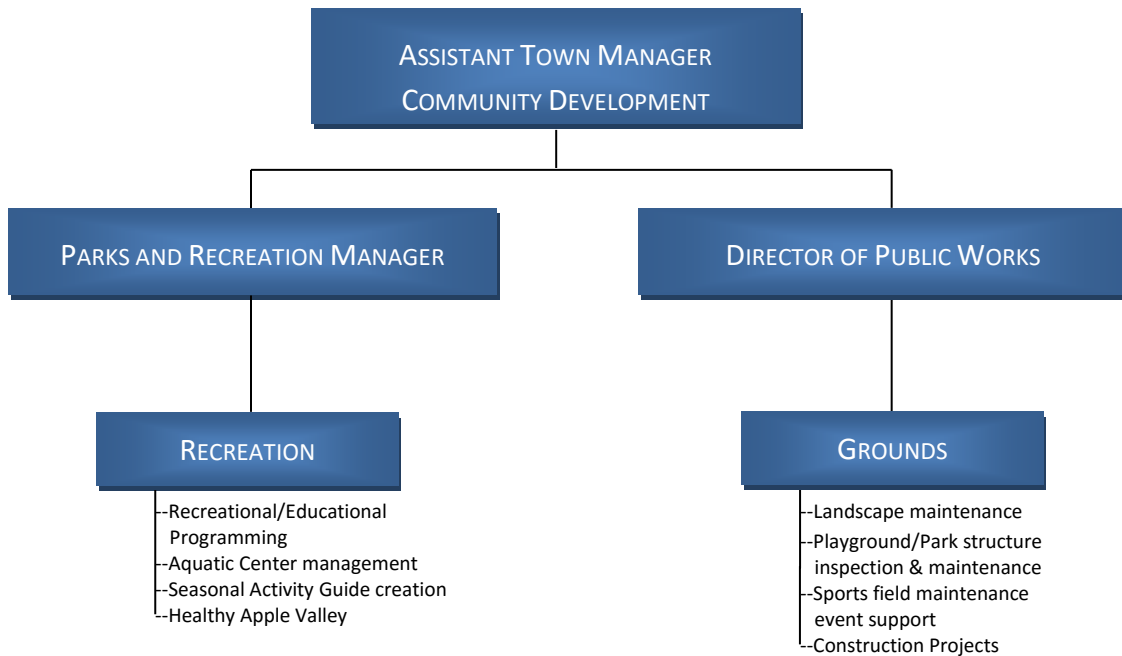
TOTAL BUDGET - \$ 40,000

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 2013-14	Actual Revenue 2014-15	Amended Budget 2015-16	Estimated Revenue 2015-16	% of Budget Received	Adopted Budget 2016-17
BEGINNING FUND BALANCE		16,829	(481,656)	(873,973)	(873,973)		-
4255	Interest Earnings	26	(13)	-	-	0.00%	-
6829	10 Cal Home - 6694	293,939	110,242	-	174,262	0.00%	-
6830	11 Cal Home - 8828	-	649,711	-	649,711	0.00%	-
6831	12 Cal Home	-	-	50,000	50,000	100.00%	-
6885	Reuse - Cal Home	23,205	52,728	-	40,000	0.00%	40,000
Total Revenues		317,170	812,668	50,000	913,973	1827.9%	40,000
Code	Expenditure Classification	Actual Expense 2013-14	Actual Expense 2014-15	Amended Budget 2015-16	Estimated Expense 2015-16	% of Budget Expended	Adopted Budget 2016-17
7465	DAP 2010-2012	90,941	-	-	-	0.00%	-
7466	DAP 2012-2014	669,258	236,288	-	-	0.00%	-
7467	DAP 2014-2015	-	957,836	50,000	40,000	80.00%	40,000
7563	RRLP - 2012-2013	59,011	10,861	-	-	0.00%	-
7564	RRLP - 2013-2014	15,406	-	-	-	0.00%	-
7565	RRLP - 2014-2015	-	-	-	-	0.00%	-
9610	Transfer - 2411	(18,961)	-	-	-	0.00%	-
Total Expenditures		815,655	1,204,985	50,000	40,000	80.0%	40,000
ENDING FUND BALANCE		(481,656)	(873,973)	(873,973)	-	0.00%	-



# PARKS AND RECREATION



## DEPARTMENT DESCRIPTION



**Grounds:** The Division is responsible for all landscaping, turf management, sports field maintenance and small improvement projects 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. Management of this Division became a function under the Public Works umbrella in 2013. 2016-17 FTEs – 8.37.

**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, Healthy Apple Valley program and management of a year-round Aquatic Center. The Recreation Division is also responsible for creating an in-house activity guide three times a year. 2016-17 FTEs – 25.49.

## 2016-17 PROGRAMMATIC CHANGES

The Parks and Recreation Department, continues to apply strategies outlined in the Town's Vision 2020 Strategic Plan in an effort to maintain the Town's network of parkland and recreational opportunities. Budgetary constraints continue to limit capital projects and if possible preventive maintenance is deferred or minimized.

The management of the Ground's Division is a function within the Public Works Department. This was done to take advantage of opportunities to improve the efficiency in the maintenance function because of comparable job duties within the Public Work's Division.

**Maintenance of Parks** – The Park's maintenance budget does not include funding for regular fertilization and over seeding and topdressing of sports fields is again not including in this year's budget request. This is a due to budgetary constraints as well as efforts and requirements from the State regarding the drought. 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 in most of our parks. Additionally, field use is at capacity and does not allow us to take fields out of service on a regular basis for repairs.

A funding request has been placed in playground maintenance funds where safety surfacing replacement is a requirement. Other than these requests, the allocation request in playgrounds is at a level that allows for minor repairs. Larger expenditure needs could require taking play equipment out of service rather than repair.

**Capital requests** – FY 2016-17 budget requests includes a capital equipment request for replacement lane lines at the Aquatic Center. There are also capital request for resurfacing of the James Woody Community Center Auditorium and Gymnasium floors.

**Recreation Programming** - 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 are 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. For the second year in a row, a goal of 60% cost recovery for the Special Event program was met in FY 15/16 and is again the set goal in this program area.

## 2015-16 HIGHLIGHTS

- Hosted six large event scale soccer tournaments at the Lenny Brewster Sports Center.
- Replaced Auditorium doors in James A. Woody Community Center.
- Replaced lighting in mini-gym and main gymnasium.
- Continued the trend of increased participation in the annual Teen Art Festival to include more than 400 entries from throughout the High Desert school system.
- Participation in running and endurance events increased including the success of a cross -country event and Reverse Triathlon.
- Installed outdoor exercise equipment and basketball court at Mendel Park.

**2016-17 GOALS AND OBJECTIVES**

- Reinststitute the racquetball court and make available for public use.
- Work with partners to reduce consumption and increase efficiency in operations wherever possible.
- Partner with local non-profits to host multiple aquatic events.
- Implement an online registration program.
- Develop a formal cost recovery policy for all programming areas.

- Expand teen and senior programming.
- Install a permanent restroom at Thunderbird Park.
- Establish a Farmer’s Market or fresh vegetable and Fruit alternative.
- Increase marketing and attendance at Aquatic Center.

<b>Department Workload Indicators – Parks and Recreation</b>				
	Actual FY 13-14	Actual FY 14-15	Estimated FY 15-16	Goal FY 16-17
Aquatic Center(AC) participants	76,791	77,579	78,500	80,000
Volunteer hours donated	3,986	4,850	5,250	5,750
After School participants	5,747	5,320	6,200	7,000
Park and Facility Rentals	11,691	11,300	11,875	12,000
Number of Customer Survey Respondents responding to surveys	NA	NA	NA	500

<b>Department Performance Measures – Parks and Recreation</b>				
	Actual FY 13-14	Actual FY 14-15	Estimated FY 15-16	Goal FY 16-17
Success rate of classes and programs	90%	90%	92.8%	94%
Instructor Class Program Cost Recovery	85.5%	90%	94.7%	96%
% of Customer Survey Respondents rating our programs as good or better	NA	NA	NA	97.5%
% of Cost Recovery for large scale special events	NA	62%	60%	60%
% of program registrations occurring online	NA	NA	NA	25%

PARKS & RECREATION							
Code	Revenue Classification	Actual Revenue 2013-14	Actual Revenue 2014-15	Amended Budget 2015-16	Estimated Revenue 2015-16	% of Revenue Received	Adopted Budget 2016-17
BEGINNING FUND BALANCE		(6,162,464)	(6,435,005)	(6,637,633)	(6,637,633)		(6,628,974)
<b>Parks &amp; Recreation - Revenue</b>							
4020	Taxes	1,520,279	1,591,997	1,630,000	1,630,000	100.0%	1,600,000
	Represents approximately 4.6% of the Property Tax Levy						
4134	Tax Increment/Pass Through PA#2	-	-	-	-		
4181	Refunds, Reimb, Rebates	72,502	1,255	2,000	2,000	100.0%	1,000
4255	Interest Earnings (Expense)	(12,215)	(31,555)	(12,000)	(12,000)	100.0%	-
5540	Sponsorship Revenue	-	-	-	-	0.0%	-
5570	Misc Recreation Revenue	9,968	(484)	1,250	4,364	349.1%	1,000
5700	Rents	83,357	95,775	72,500	75,000	103.4%	80,000
6999	Transfer in - General Fund	545,885	688,530	1,072,660	1,072,660	100.0%	1,011,701
Sub-Total - General Revenues		2,219,776	2,345,517	2,766,410	2,772,024	100.2%	2,693,701
6610	Adult Sports						
5020	Adult Basketball	6,510	7,731	7,200	6,570	91.3%	7,200
5030	Adult Basketball Tny	-	396.00	-	-	0.0%	-
5035	Adult Kickball	37.00	224.50	-	-	0.0%	-
5040	Adult Soccer	-	427.00	-	-	0.0%	-
5050	Open Gym	10,189	10,231	8,000	8,000	100.0%	8,500
5060	Softball	9,175	8,175	10,500	10,500	100.0%	10,650
Sub-Total - Adult Sports Revenue		25,911	27,184	25,700	25,070	97.5%	26,350
6640	Civic Center Aquatics Complex						
5120	Apple Valley Swim Club	10,644	13,341	16,072	11,500	71.6%	11,438
5125	Concession Sales - Pool	5,474	5,080	5,500	5,500	100.0%	5,500
5130	CPR Challenge Course	40	(168)	-	-	0.0%	-
5140	Evening Lap Swim	1,616	2,167	1,733	1,733	100.0%	1,140
5145	Evening Rec Swim	3,855	5,332	5,425	6,000	110.6%	6,750
5150	Guard Start	670	727	1,400	1,400	100.0%	1,000
5155	Lifeguard Training	5,794	6,907	5,800	5,800	100.0%	5,600
5160	Morning Lap Swim	22,404	18,854	22,800	15,600	68.4%	17,882
5170	Open Rec Swim	23,379	29,680	27,100	32,000	118.1%	33,400
5175	Pool Rentals	78,793	58,626	55,500	55,500	100.0%	54,500
5180	Pool Special Events	4,719	5,076	8,745	8,745	100.0%	8,155
5185	Splash Dance	1,980	7,650	15,000	15,000	100.0%	11,500
5190	Swim Lessons	70,390	73,985	65,715	77,000	117.2%	73,000
5195	Water Aerobics	23,713	9,881	2,500	7,000	280.0%	5,000
5197	Water Polo	1,327	1,270	2,000	2,000	100.0%	2,500
Sub-Total - Civic Center Aquatics		254,798	238,407	235,290	244,778	104.0%	237,365
6670	ASAP						
5510	After School Program	203,349	183,652	205,000	220,755	107.7%	248,000
Sub-Total - Afterschool Program		203,349	183,652	205,000	220,755	107.7%	248,000
6730	Day Camp						
5255	Day Camp	34,062	41,127	34,500	31,900	92.5%	37,000
Sub-Total - Day Camp		34,062	41,127	34,500	31,900	92.5%	37,000
6760	Instructor Classes						
5305	Academic Tots	19,912	22,921	18,925	18,925	100.0%	19,000
5315	Archery	-	352	-	-	0.0%	-
5320	Arts & Crafts	13,662	13,591	14,600	14,600	100.0%	15,500
5325	Ballet & Tap	773	4,570	5,270	15,500	294.1%	14,500
5330	Baton Twirling	2,574	2,348	3,420	1,768	51.7%	2,000
5335	Belly Dancing	617	1,261	1,200	1,500	125.0%	1,400
5345	Cheer-Tumbling	3,684	6,036	5,000	7,200	144.0%	8,500
5350	Child & Babysitting Safety	0	919	-	-	0.0%	-
5355	CPR & First Aid	3,391	6,244	4,250	4,800	112.9%	4,500
5360	Dog Obedience	2,253	3,530	2,909	1,860	63.9%	2,900

PARKS & RECREATION							
Code	Revenue Classification	Actual Revenue 2013-14	Actual Revenue 2014-15	Amended Budget 2015-16	Estimated Revenue 2015-16	% of Revenue Received	Adopted Budget 2016-17
5365	Drivers Ed	670	410	750	500	66.7%	720
5370	Fencing	144	-	-	-	0.0%	-
5375	Golf Lessons	3,837	1,265	3,000	650	21.7%	650
5380	Guitar Lessons	2,789	2,631	3,480	2,600	74.7%	2,500
5390	Hip Hop Dance	240	(35)	-	-	0.0%	-
5393	Kenpo	342	-	-	-	0.0%	-
5395	Kindermusik	(76)	-	-	-	0.0%	-
5405	Low Impact Aerobics	10,639	11,852	13,130	9,600	73.1%	11,100
5410	Painting & Drawing	2,109	298	-	-	0.0%	-
5415	Parent & Tot	22,608	23,348	24,876	15,500	62.3%	14,000
5425	Preschool Art	-	187.00	-	-	0.0%	-
5430	Rent-A-Santa	713	1,402	1,350	1,203	89.1%	1,000
5435	Salsa & Latin Dance	(42)	-	-	-	0.0%	-
5465	Summer Camps	7,240	17,185	10,736	16,000	149.0%	14,000
5475	Tae Kwon Do	1,157	8,122	5,820	16,100	276.6%	15,000
5480	Tai Chi	5,527	4,853	4,720	7,600	161.0%	8,000
5485	Tennis	4,519	3,554	4,752	4,100	86.3%	4,000
5490	Tiny Tot Dance	3,795	1,616	-	-	0.0%	-
5495	Wrestling	60	-	-	-	0.0%	-
5498	Yoga	8,139	5,461	7,548	5,000	66.2%	5,000
5863	Cooking	(147)	-	-	-	0.0%	-
	Sub-Total - Instructor Classes	121,126	143,918	135,736	145,006	106.8%	144,270
6790	PIO Events						
5510	Community Yard Sales	1,850	2,545	1,000	1,100	110.0%	1,000
5515	Craft Fairs	2,750	2,960	2,000	1,820	91.0%	2,000
5525	Freedom Festival	5,700	5,820	6,000	5,800	96.7%	6,000
5535	Concerts in the Park	3,150	4,140	4,500	4,500	100.0%	4,500
5540	Sponsorship Revenue	5,765	5,550	-	5,000	0.0%	-
	Sub-Total - PIO Events	19,215	21,015	13,500	18,220	135.0%	13,500
6820	Recreation						
4143	Concession/Vending Sales	-	3,759.69	-	-	0.0%	-
6999	Transfer in - Quimby	-	-	-	-	0.0%	-
	Sub-Total - Recreation	-	3,759.69	-	-	0.0%	-
6850	Rec Dept Events						
5602	Active Adults	(223)	-	400	-	0.0%	-
5605	AV Idol	100	115	150	150	100.0%	275
5610	AV Most Talented Kid	411	347	425	425	100.0%	400
5620	Bunny Run	2,210	3,206	2,560	2,560	100.0%	3,325
5627	Cross Country Meet	-	164.00	590	175	29.7%	525
5630	Eggstravaganza	1,120	1,037	1,175	1,175	100.0%	1,175
5631	Farmer's Market	-	-	-	-	0.0%	5,000
5635	Firecracker Run	2,744	3,931	2,625	2,800	106.7%	3,425
5640	Haunted House	804	17	-	-	0.0%	-
5644	Healthy Apple Valley	75	415	-	1,166	0.0%	1,000
5645	Kiddie Carnival	818	857	400	-	0.0%	-
5650	Mothers Day Tea Party	182	-	-	-	0.0%	-
5655	MudFest	1,080	999	1,170	-	0.0%	1,170
5665	Special Apples	704	407	740	740	100.0%	740
5669-5000	Teen Art Festival	-	-	510	-	0.0%	375
5670	Teen Events	201	260	500	200	40.0%	-
5691	Toddler Olympics	-	-	320	265	82.8%	480
5680	Turkey 5K Run	1,816	2,696	2,325	3,520	151.4%	2,750
5687	Under Five Classes	-	-	2,500	1,500	60.0%	2,880
5690	Teen Zone	870	1,534	800	1,000	125.0%	1,050
	Sub-Total - Rec Dept Events	12,912	15,985	17,190	15,676	91.2%	24,570

PARKS & RECREATION							
Code	Revenue Classification	Actual Revenue 2013-14	Actual Revenue 2014-15	Amended Budget 2015-16	Estimated Revenue 2015-16	% of Revenue Received	Adopted Budget 2016-17
6880	Rentals						
	5615 Birthday Party Packages	-	-	-	-	0.0%	-
	5700 Rentals	71,819	67,636	71,000	71,500	100.7%	72,000
	5710 Lights	21,083	32,525	13,000	12,000	92.3%	13,000
	5720 Parking Fee	72,654	44,710	48,000	42,000	87.5%	42,000
	Sub-Total - Rentals	165,556	144,871	132,000	125,500	95.1%	127,000
6940	User Groups						
	5805 User Group Disposal Fees	1,304	1,469.53	1,200	-	0.0%	1,000
	5810 Rents	31,577	21,014	28,500	22,000	77.2%	28,500
	Sub-Total - User Groups Revenue	32,881	22,483	29,700	22,000	74.1%	29,500
6970	Youth Sports						
	5852 3 on 3 Soccer Tournament	-	168	-	-	0.0%	-
	5855 Adventures in PW Sports	2,112	3,189	2,925	3,500	119.7%	3,450
	5860 Basketball Tournament	-	430.00	3,150	-	0.0%	-
	5862 Coed Volleyball	2,511	2,173	3,360	3,360	100.0%	3,420
	5865 Father Son Basketball Tournament	362	432	630	630	100.0%	560
	5870 Winter Pee Wee/Hot Shots Basketball	7,493	6,757	3,825	3,818	99.8%	3,910
	5872 Peewee Soccer	3,475	3,044	3,150	3,240	102.9%	3,325
	5874 Summer Peewee/Hotshots Basketball	264	45	3,150	3,150	100.0%	3,220
	5875 Summer Youth Basketball	10,907	7,835	10,528	10,520	99.9%	10,700
	5885 T-Ball	4,095	3,420	3,600	3,600	100.0%	3,680
	5890 Youth Basketball	17,501	19,043	18,480	18,480	100.0%	18,500
	5895 Youth Track Meet	-	-	100	50	50.0%	100
	Sub-Total-Youth Sports Revenue	48,720	46,535	52,898	50,348	95.2%	50,865
	Total Revenue - Parks and Rec	3,138,305	3,234,454	3,647,924	3,671,277	100.6%	3,632,121



## PARKS & RECREATION

TOTAL BUDGET - \$3,625,245

The Park and Recreation Department is responsible for scheduling use of all Town parks and facilities. In addition the department coordinates and implements a vast community recreation program including sports, classes, and events that, "Provide a Better Way to Live and Play!" 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.

**HEART GAMES 2015**



PARKS & RECREATION 2510							
Code	Expenditure Classification	Actual Expense 2013-14	Actual Expense 2014-15	Amended Budget 2015-16	Estimated Expense 2015-16	% of Budget Expended	Adopted Budget 2016-17
<b>Parks &amp; Recreation - Expenditures</b>							
6110	Brewster Park						
7010	Salaries & Wages - Permanent	36,091	29,065	32,726	32,726	100.0%	13,276
7020	Salaries & Wages - Part-time	4,772	5,317	6,712	6,712	100.0%	5,262
7030	Overtime	192	64	-	-	0.0%	-
7110	Cafeteria Benefits	8,930	6,855	7,249	7,249	100.0%	2,115
7120	Deferred Comp	-	255	248	248	100.0%	274
7140	RHS	-	-	160	160	100.0%	65
7150	Medicare	602	511	575	575	100.0%	269
7160	PERS	5,751	5,902	7,285	7,285	100.0%	1,965
	<b>Sub-Total Personnel</b>	<b>56,339</b>	<b>47,969</b>	<b>54,955</b>	<b>54,955</b>	<b>100.0%</b>	<b>23,226</b>
7223	Disposal Services	189	444	400	500	125.0%	500
7253	Mileage Exp/Allowance	-	198	188	100	53.2%	-
7295-0847	Utilities - Electricity Usage	6,381	4,913	3,900	4,000	102.6%	4,000
7295-0849	Utilities - Water Usage	214,617	190,843	192,000	210,000	109.4%	192,000
7367	Signing	253	-	50	50	100.0%	50
7383	Vandalism Repairs	-	47	150	150	100.0%	150
7655	Building Maintenance	257	-	-	-	0.0%	-
7755	Grounds Maintenance	6,624	6,588	5,000	13,000	260.0%	5,000
7760-2000	Playground Maintenance	1,651	834	1,200	4,300	358.3%	1,200
7765-1000	Sports Field Maintenance	1,946	180	3,000	2,000	66.7%	3,000
7770	Sports Field Light Maintenance	1,218	1,702	1,000	1,350	135.0%	1,400
7775	Sports Field Lighting Usage	680	3,891	23,000	10,000	43.5%	10,000
7780	Irrigation Supplies	3,387	4,565	4,000	4,000	100.0%	4,000
9039	Equipment Rental	-	372	500	0	0.0%	350
	<b>Sub-Total - Brewster Park</b>	<b>293,540</b>	<b>262,547</b>	<b>289,343</b>	<b>304,405</b>	<b>105.2%</b>	<b>244,876</b>
6130	Civic Center Park						
7010	Salaries & Wages - Permanent	76,384	90,063	107,027	107,027	100.0%	68,477
7020	Salaries & Wages - Part-time	3,757	4,186	5,310	5,310	100.0%	4,143
7030	Overtime	255	418	-	-	0.0%	-
7110	Cafeteria Benefits	16,387	29,464	34,696	34,696	100.0%	18,653
7120	Deferred Compensation	-	255	248	248	100.0%	274
7140	RHS	-	-	531	531	100.0%	341
7150	Medicare	1,257	1,262	1,629	1,629	100.0%	1,053
7160	PERS	14,207	14,110	16,496	16,496	100.0%	5,975
	<b>Sub-Total Personnel</b>	<b>112,247</b>	<b>139,758</b>	<b>165,937</b>	<b>165,937</b>	<b>100.0%</b>	<b>98,916</b>
7223	Disposal Services	1,801	1,963	2,000	2,200	110.0%	2,200
7253	Mileage Exp/Allowance	-	198	188	100	53.2%	-
7295-0849	Utilities - Water Usage	91,660	87,744	95,000	105,000	110.5%	105,000
7310	Assessment District Costs	-	-	14,000	0	0.0%	-
7367	Signing	13	19	100	0	0.0%	50
7383	Vandalism Repairs	19,848	-	500	100	20.0%	400
7655	Building Maintenance	1,004	-	-	-	0.0%	-
7755	Grounds Maintenance	15,681	15,249	10,000	8,500	85.0%	10,000
7760-2000	Playground Maintenance	575	188	500	500	100.0%	500
7765-1000	Sports Field Maintenance	1,403	-	-	-	0.0%	-
7780	Irrigation Supplies	-	2,011	1,500	1,000	66.7%	1,500
9039	Equipment Rental	50	-	250	0	0.0%	250
9120	Capital Equipment	-	-	-	-	0.0%	-
	<b>Sub-Total - Civic Center Park</b>	<b>244,281</b>	<b>247,131</b>	<b>289,975</b>	<b>283,337</b>	<b>97.7%</b>	<b>218,816</b>



PARKS & RECREATION 2510							
Code	Expenditure Classification	Actual Expense 2013-14	Actual Expense 2014-15	Amended Budget 2015-16	Estimated Expense 2015-16	% of Budget Expended	Adopted Budget 2016-17
6150	Corwin Park						
7010	Salaries & Wages - Permanent	7,201	13,866	14,155	14,155	100.0%	13,276
7020	Salaries & Wages - Part-time	604	673	854	854	100.0%	666
7030	Overtime	36	25	-	-	0.0%	-
7110	Cafeteria Benefits	1,546	2,577	2,569	2,569	100.0%	2,115
7120	Deferred Compensation	-	255	247	247	100.0%	274
7140	RHS	-	-	67	67.00	100.0%	65
7150	Medicare	118	212	220	220	100.0%	202
7160	PERS	1,273	2,727	2,786	2,786	100.0%	1,967
	<b>Sub-Total Personnel</b>	<b>10,778</b>	<b>20,334</b>	<b>20,898</b>	<b>20,898</b>	<b>100.0%</b>	<b>18,565</b>
7223	Disposal Services	501	547	475	700	147.4%	700
7253	Mileage Exp/Allowance	-	198	188	100	53.2%	-
7295-0847	Utilities - Electricity Usage	1,876	1,368	1,100	1,100	100.0%	1,100
7295-0849	Utilities - Water Usage	27,115	28,709	25,000	30,000	120.0%	30,000
7367	Signing	3	-	-	-	0.0%	-
7383	Vandalism Repairs	-	-	100	-	0.0%	100
7655	Building Maintenance	88	-	-	-	0.0%	-
7755	Grounds Maintenance	1,704	1,328	1,500	1,000	66.7%	1,500
7760-2000	Playground Maintenance	2,243	115	1,300	1,000	76.9%	1,300
7780	Irrigation Supplies	544	312	200	200	100.0%	200
9039	Equipment Rental	-	-	250	-	0.0%	250
	<b>Sub-Total - Corwin Park</b>	<b>44,853</b>	<b>52,912</b>	<b>51,011</b>	<b>54,998</b>	<b>107.8%</b>	<b>53,715</b>
6190	Parks Ground Operations						
7180	Uniform Expenses	4,171	4,155	5,000	5,000	100.0%	5,000
7229	Education & Training	2,480	535	660	550	83.3%	950
7241	Meetings & Conferences	-	425	100	100	100.0%	-
7247	Memberships & Dues	300	105	240	240	100.0%	300
7253	Mileage Exp/Allowance	-	-	2,300	-	0.0%	-
7259	Misc Costs	214	26	200	-	0.0%	200
7265	Office Supplies	34	-	-	-	0.0%	-
7295-0109	Utilities-Phones	8,448	8,543	6,000	11,000	183.3%	6,000
7295-0847	Utilities-Electricity Usage	4,455	4,921	4,600	5,400	117.4%	5,000
7330	Hardware/Software Supplies/Exp	71	-	100	-	0.0%	100
7360	Safety & Security	498	970	750	250	33.3%	500
7375	Staff Services	-	-	-	-	0.0%	-
7383	Vandalism Repairs	8,403	-	-	-	0.0%	-
7780	Sprinkler Supplies	59	-	100	-	0.0%	-
7970	Small tools	4,413	4,731	4,500	4,000	88.9%	4,000
8940	Contract Services	3,206	-	10,000	5,000	50.0%	5,000
9013	Communications Equip	860	-	1,700	-	0.0%	-
9026	Equipment Maintenance	16,967	10,796	20,000	15,000	75.0%	15,000
9052	Gasoline, Diesel, Oil	44,425	39,154	50,000	35,000	70.0%	50,000
9078	Safety Equipment	2,273	548	1,500	500	33.3%	1,000
9091	Vehicle Maintenance	9,542	10,194	12,000	12,000	100.0%	12,000
9120	Capital Equipment	5,651	87,238	-	-	0.0%	-
9999	Transfer - 5010	-	21,964	4,000	4,000	100.0%	-
9999	Transfer - 1001	391,170	422,924	455,148	455,148	100.0%	448,842
	<b>Sub-Total - Parks Grounds Operations</b>	<b>507,640</b>	<b>617,229</b>	<b>578,898</b>	<b>553,188</b>	<b>95.6%</b>	<b>553,892</b>
6210	Horsemen's Center						
7010	Salaries & Wages - Permanent	27,450	28,164	31,571	31,571	100.0%	12,192
7020	Salaries & Wages - Part-time	3,415	3,805	4,803	4,803	100.0%	3,765
7030	Overtime	274	62	-	-	0.0%	-
7110	Cafeteria Benefits	8,940	6,502	6,869	6,869	100.0%	1,736
7120	Deferred Compensation	-	255	247	247	100.0%	274
7140	RHS	-	-	154	154	100.0%	60
7150	Medicare	434	479	530	530	100.0%	231
7160	PERS	3,600	5,801	7,172	7,172	100.0%	1,875
	<b>Sub-Total Personnel</b>	<b>44,113</b>	<b>45,068</b>	<b>51,346</b>	<b>51,346</b>	<b>100.0%</b>	<b>20,133</b>

PARKS & RECREATION 2510							
Code	Expenditure Classification	Actual Expense 2013-14	Actual Expense 2014-15	Amended Budget 2015-16	Estimated Expense 2015-16	% of Budget Expended	Adopted Budget 2016-17
7180	Uniforms	-	33	-	-	0.0%	-
7223	Disposal	1,452	572	750	600	80.0%	750
7253	Mileage Exp/Allowance	-	198	188	100	53.2%	-
7295-0847	Utilities - Electricity Usage	6,917	8,922	7,700	8,000	103.9%	8,000
7295-0849	Utilities - Water Usage	491	2,059	750	500	66.7%	500
7367	Signing	292	-	150	0	0.0%	100
7383	Vandalism Repairs	34	161	150	150	100.0%	150
7655	Building Maintenance	1,624	-	500	-	0.0%	500
7755	Grounds Maintenance	5,309	2,890	4,000	3,000	75.0%	3,500
7760-2000	Playground Maintenance	-	1,247	500	500	100.0%	500
7765-1000	Sports Field Maintenance	-	-	500	0	0.0%	500
7770	Sports Field Light Maintenance	-	-	250	200	80.0%	250
7780	Irrigation Supplies	18,289	1,762	1,000	2,000	200.0%	1,500
9039	Equipment Rental	-	-	500	0	0.0%	350
	<b>Sub-Total - Horsemen's Center</b>	<b>78,520</b>	<b>62,912</b>	<b>68,284</b>	<b>66,396</b>	<b>97.2%</b>	<b>36,733</b>
6230	James Woody Community Center Park						
7010	Salaries & Wages - Permanent	86,565	39,307	41,191	41,191	100.0%	71,435
7020	Salaries & Wages - Part-time	15,858	16,848	23,109	23,109	100.0%	17,280
7130	Overtime	554	23	-	-	0.0%	-
7110	Cafeteria Benefits	25,190	10,447	10,598	10,598	100.0%	18,561
7120	Deferred Compensation	-	255	248	248	100.0%	274
7140	RHS	-	-	202	202	100.0%	356
7150	Medicare	1,586	848	935	935	100.0%	1,286
7160	PERS	15,893	4,989	4,456	4,456	100.0%	5,759
	<b>Sub-Total Personnel</b>	<b>145,646</b>	<b>72,717</b>	<b>80,739</b>	<b>80,739</b>	<b>100.0%</b>	<b>114,951</b>
7223	Disposal Services	2,573	2,296	2,000	4,500	225.0%	4,900
7253	Mileage Exp/Allowance	-	198	188	100	53.2%	-
7295-0847	Utilities - Electricity Usage	2,242	2,750	3,300	2,400	72.7%	3,300
7295-0849	Utilities - Water Usage	49,970	52,399	47,500	105,000	221.1%	120,000
7310	Assessment District Costs	-	3,547	3,900	3,900	100.0%	3,900
7367	Signing	552	-	100	-	0.0%	100
7383	Vandalism Repairs	422	32	1,200	250	20.8%	1,000
7655	Building Maintenance	88	-	-	-	0.0%	-
7755	Grounds Maintenance	6,885	7,770	6,250	6,000	96.0%	6,250
7760-2000	Playground Maintenance	5,742	2,369	2,600	1,000	38.5%	2,200
7765-1000	Sports Field Maintenance	459	891	2,500	1,500	60.0%	2,500
7770	Sports Field Lighting Maintenance	1,949	8,111	2,200	1,950	88.6%	2,000
7775	Sports Field Lighting Usage	12,295	6,288	3,000	4,000	133.3%	6,500
7780	Irrigation Supplies	3,333	3,519	3,500	2,500	71.4%	3,200
9039	Equipment Rental	-	-	250	-	0.0%	250
9300	Capital Equipment	18,863	-	-	-	0.0%	-
9418-5000	James Woody Park Damage 2013	45,362	-	-	-	0.0%	-
	<b>Sub-Total - J Woody Comm Center Park</b>	<b>296,381</b>	<b>162,887</b>	<b>159,227</b>	<b>213,839</b>	<b>134.3%</b>	<b>271,051</b>
6250	Lions Park						
7010	Salaries & Wages - Permanent	4,975	12,964	13,135	13,135	100.0%	12,192
7020	Salaries & Wages - Part-time	266	296	374	374	100.0%	293
7030	Overtime	34	23	-	-	0.0%	-
7110	Cafeteria Benefits	1,335	2,224	2,190	2,190	100.0%	1,736
7120	Deferred Compensation	-	255	248	248	100.0%	274
7140	RHS	-	-	62	62	100.0%	60
7150	Medicare	79	195	199	199	100.0%	181
7160	PERS	850	2,627	2,706	2,706	100.0%	1,875
	<b>Sub-Total Personnel</b>	<b>7,539</b>	<b>18,585</b>	<b>18,914</b>	<b>18,914</b>	<b>100.0%</b>	<b>16,611</b>

PARKS & RECREATION 2510							
Code	Expenditure Classification	Actual Expense 2013-14	Actual Expense 2014-15	Amended Budget 2015-16	Estimated Expense 2015-16	% of Budget Expended	Adopted Budget 2016-17
7223	Disposal Services	541	602	600	700	116.7%	700
7253	Mileage Exp/Allowance	-	198	188	100	53.2%	-
7295-0847	Utilities - Electricity Usage	312	313	275	300	109.1%	300
7295-0848	Utilities - Water Usage	13,182	12,272	12,000	12,000	100.0%	12,000
7755	Grounds Maintenance	610	377	600	600	100.0%	600
7780	Irrigation Supplies	61	40	120	120	100.0%	120
	<b>Sub-Total - Lions Park</b>	<b>22,244</b>	<b>32,387</b>	<b>32,697</b>	<b>32,734</b>	<b>100.1%</b>	<b>30,331</b>
6270	Mendel Park						
7010	Salaries & Wages - Permanent	10,152	25,565	26,386	26,386	100.0%	25,771
7020	Salaries & Wages - Part-time	604	673	850	850	100.0%	666
7030	Overtime	75	23	-	-	0.0%	-
7110	Cafeteria Benefits	2,673	5,330	5,281	5,281	100.0%	4,828
7120	Deferred Compensation	-	255	348	348	100.0%	274
7140	RHS	-	-	128	128	100.0%	128
7150	Medicare	157	388	398	398	100.0%	383
7160	PERS	1,658	5,600	5,916	5,916	100.0%	5,364
	<b>Sub-Total Personnel</b>	<b>15,318</b>	<b>37,834</b>	<b>39,307</b>	<b>39,307</b>	<b>100.0%</b>	<b>37,414</b>
7223	Disposal Services	775	836	900	900	100.0%	900
7253	Mileage Exp/Allowance	-	198	188	100	53.2%	-
7295-0847	Utilities - Electricity Usage	6,777	7,694	5,600	6,600	117.9%	6,600
7295-0849	Utilities - Water Usage	165	1,758	150	150	100.0%	150
7367	Signing	5	-	-	-	0.0%	-
7383	Vandalism Repairs	44	-	150	100	66.7%	150
7755	Grounds Maintenance	2,294	2,298	2,500	5,000	200.0%	5,000
7760-2000	Playground Maintenance	1,296	262	1,250	500	40.0%	1,250
7765-1000	Sports Field Maintenance	115	-	500	100	20.0%	500
7770	Sports Fields Light Maintenance	-	365	-	-	0.0%	-
7780	Irrigation Supplies	762	664	750	300	40.0%	750
9039	Equipment Rental	-	-	150	-	0.0%	150
9300	Capital Projects	-	-	-	-	0.0%	-
	<b>Sub-Total - Mendel Park</b>	<b>27,551</b>	<b>51,910</b>	<b>51,445</b>	<b>53,057</b>	<b>103.1%</b>	<b>52,864</b>
6290	Cramer Family Park						
7295-0847	Utilities - Electricity Usage	306	74	-	-	0.0%	-
7310	Assessment District Costs	-	-	-	-	0.0%	-
	<b>Sub-Total - Cramer Family Park</b>	<b>306</b>	<b>74</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>
6310	Schmidt Park						
7010	Salaries & Wages - Permanent	6,957	25,565	26,386	26,386	100.0%	25,771
7020	Salaries & Wages - Part-time	524	583	736	736	100.0%	577
7030	Overtime	54	23	-	-	0.0%	-
7110	Cafeteria Benefits	1,991	5,330	5,281	5,281	100.0%	4,828
7120	Deferred Compensation	-	255	248	248	100.0%	274
7140	RHS	-	-	128	128	100.0%	128
7150	Medicare	110	387	396	396	100.0%	382
7160	PERS	1,094	5,600	5,916	5,916	100.0%	5,364
	<b>Sub-Total Personnel</b>	<b>10,729</b>	<b>37,743</b>	<b>39,091</b>	<b>39,091</b>	<b>100.0%</b>	<b>37,324</b>
7223	Disposal Services	716	753	900	900	100.0%	900
7253	Mileage Exp/Allowance	-	198	188	100	53.2%	-
7295-0847	Utilities - Electricity Usage	795	363	450	400	88.9%	450
7295-0849	Utilities - Water Usage	28,458	18,432	26,000	35,000	134.6%	34,000
7367	Signing	2	-	-	-	0.0%	-
7383	Vandalism Repairs	-	-	100	50	50.0%	100
7755	Grounds Maintenance	634	699	1,000	500	50.0%	1,000
7760-2000	Playground Maintenance	-	12	150	100	66.7%	150
7780	Irrigation Supplies	412	316	250	150	60.0%	250
9039	Equipment Rental	-	-	150	-	0.0%	150
	<b>Sub-Total - Schmidt Park</b>	<b>41,746</b>	<b>58,516</b>	<b>68,279</b>	<b>76,291</b>	<b>111.7%</b>	<b>74,324</b>

PARKS & RECREATION 2510							
Code	Expenditure Classification	Actual Expense 2013-14	Actual Expense 2014-15	Amended Budget 2015-16	Estimated Expense 2015-16	% of Budget Expended	Adopted Budget 2016-17
6330	Sycamore Rocks Park						
7010	Salaries & Wages - Permanent	12,575	13,866	14,167	14,167	100.0%	13,276
7020	Salaries & Wages - Part-time	1,533	1,709	2,156	2,156	100.0%	1,691
7030	Overtime	63	25	-	-	0.0%	-
7110	Cafeteria Benefits	3,118	2,577	2,570	2,570	100.0%	2,115
7120	Deferred Compensation	-	255	248	248	100.0%	274
7140	RHS	-	-	67	67	100.0%	65
7150	Medicare	210	227	239	239	100.0%	192
7160	PERS	2,280	2,728	2,789	2,789	100.0%	1,967
	<b>Sub-Total Personnel</b>	<b>19,779</b>	<b>21,387</b>	<b>22,236</b>	<b>22,236</b>	<b>100.0%</b>	<b>19,580</b>
7223	Disposal Services	716	836	825	950	115.2%	950
7253	Mileage Exp/Allowance	-	198	188	100	53.2%	-
7295-0849	Utilities - Water Usage	338	333	700	500	71.4%	700
7383	Vandalism Repairs	-	-	500	250	50.0%	400
7755	Grounds Maintenance	5,258	1,786	7,000	500	7.1%	5,000
7760-2000	Playground Maintenance	1,210	23	750	-	0.0%	750
7780	Irrigation Supplies	418	832	425	250	58.8%	400
9039	Equipment Rental	-	-	500	-	0.0%	250
	<b>Sub-Total - Sycamore Rocks Park</b>	<b>27,719</b>	<b>25,396</b>	<b>33,124</b>	<b>24,786</b>	<b>74.8%</b>	<b>28,030</b>
6350	3-Diamond Skate Park						
7010	Salaries & Wages - Permanent	2,504	2,927	3,117	3,117	100.0%	6,755
7020	Salaries & Wages - Part-time	129	171	156	156	100.0%	149
7030	Overtime	16	-	-	-	0.0%	-
7110	Cafeteria Benefits	713	914	934	934	100.0%	1,870
7140	RHS	-	-	16	16.00	100.0%	34
7150	Medicare	41	48	47	47	100.0%	100
7160	PERS	450	191	194	194	100.0%	443
	<b>Sub-Total Personnel</b>	<b>3,852.88</b>	<b>4,250.77</b>	<b>4,464</b>	<b>4,464</b>	<b>100.0%</b>	<b>9,351</b>
7367	Signing	-	-	100	-	0.0%	100
7383	Vandalism Repairs	18	-	300	150	50.0%	300
7755	Grounds Maintenance	73	-	-	-	0.0%	-
	<b>Sub-Total - 3-Diamond Skate Park</b>	<b>3,944</b>	<b>4,251</b>	<b>4,864</b>	<b>4,614</b>	<b>94.9%</b>	<b>9,751</b>
6370	Thunderbird Park						
7010	Salaries & Wages - Permanent	8,266	13,866	14,167	14,167	100.0%	13,276
7020	Salaries & Wages - Part-time	2,014	2,243	2,832	2,832	100.0%	2,220
7030	Overtime	41	25	-	-	0.0%	-
7110	Cafeteria Benefits	1,790	2,577	2,570	2,570	100.0%	2,115
7120	Deferred Compensation	-	255	248	248	100.0%	274
7140	RHS	-	-	67	67	100.0%	65
7150	Medicare	154	235	249	249	100.0%	225
7160	PERS	1,379	2,729	2,789	2,789	100.0%	1,967
	<b>Sub-Total Personnel</b>	<b>13,644</b>	<b>21,930</b>	<b>22,922</b>	<b>22,922</b>	<b>100.0%</b>	<b>20,142</b>
7223	Disposal Services	823	836	825	1,000	121.2%	1,000
7253	Mileage Exp/Allowance	-	198	188	100	53.2%	-
7295-0847	Utilities - Electricity Usage	1,930	380	1,000	400	40.0%	750
7295-0849	Utilities - Water Usage	37,974	37,104	37,000	40,000	108.1%	40,000
7383	Vandalism Repairs	17	-	100	50	50.0%	100
7755	Grounds Maintenance	2,501	1,237	1,500	750	50.0%	1,000
7760-2000	Playground Maintenance	-	114	200	200	100.0%	200
7780	Irrigation Supplies	678	595	500	250	50.0%	500
9039	Equipment Rental	-	-	150	-	0.0%	150
	<b>Sub-Total - Thunderbird Park</b>	<b>57,566</b>	<b>62,395</b>	<b>64,385</b>	<b>65,672</b>	<b>102.0%</b>	<b>63,842</b>

PARKS & RECREATION 2510							
Code	Expenditure Classification	Actual Expense 2013-14	Actual Expense 2014-15	Amended Budget 2015-16	Estimated Expense 2015-16	% of Budget Expended	Adopted Budget 2016-17
6380	Virginia Park						
7010	Salaries & Wages - Permanent	6,849	13,866	14,167	14,167	100.0%	13,276
7020	Salaries & Wages - Part-time	604	673	850	850	100.0%	666
7030	Overtime	35	25	-	-	0.0%	-
7110	Cafeteria Benefits	1,444	2,577	2,570	2,570	100.0%	2,115
7120	Deferred Compensation	-	255	248	248	100.0%	274
7140	RHS	-	-	67	67	100.0%	65
7150	Medicare	112	212	220	220	100.0%	202
7160	PERS	1,197	2,727	2,789	2,789	100.0%	1,967
	<b>Sub-Total Personnel</b>	<b>10,241</b>	<b>20,334</b>	<b>20,911</b>	<b>20,911</b>	<b>100.0%</b>	<b>18,565</b>
7223	Disposal Services	764	836	825	900	109.1%	900
7253	Mileage Exp/Allowance	-	198	188	100	53.2%	-
7295-0849	Utilities - Water Usage	33,788	32,001	34,000	25,000	73.5%	34,000
7367	Signing	3	-	-	-	0.0%	-
7383	Vandalism Repairs	-	-	50	-	0.0%	50
7755	Grounds Maintenance	1,755	759	1,500	500	33.3%	1,000
7760-2000	Playground Maintenance	1,134	23	500	250	50.0%	500
7780	Irrigation Supplies	225	276	300	200	66.7%	300
9039	Equipment Rental	-	-	150	-	0.0%	150
	<b>Sub-Total - Virginia Park</b>	<b>47,911</b>	<b>54,429</b>	<b>58,424</b>	<b>47,861</b>	<b>81.9%</b>	<b>55,465</b>
6390	Yucca Loma Park						
7010	Salaries & Wages - Permanent	5,357	25,973	26,815	26,815	100.0%	26,194
7020	Salaries & Wages - Part-time	281	309	400	400	100.0%	309
7030	Overtime	27	23	-	-	0.0%	-
7110	Cafeteria Benefits	1,196	5,431	5,381	5,381	100.0%	4,925
7120	Deferred Compensation	-	255	248	248	100.0%	274
7140	RHS	-	-	130	130	100.0%	130
7150	Medicare	83	388	397	397	100.0%	384
7160	PERS	991	5,694	6,018	6,018	100.0%	5,471
	<b>Sub-Total Personnel</b>	<b>7,935</b>	<b>38,073</b>	<b>39,389</b>	<b>39,389</b>	<b>100.0%</b>	<b>37,687</b>
7223	Disposal Services	601	651	625	600	96.0%	600
7253	Mileage Exp/Allowance	-	198	188	100	53.2%	-
7295-0849	Utilities - Water Usage	14,142	12,176	15,000	11,000	73.3%	15,000
7383	Vandalism Repairs	17	-	50	-	0.0%	50
7755	Grounds Maintenance	592	714	1,200	1,000	83.3%	1,200
7760-2000	Playground Maintenance	997	12	1,600	500	31.3%	1,600
7780	Irrigation Supplies	207	276	300	150	50.0%	300
9039	Equipment Rental	-	-	150	-	0.0%	150
	<b>Sub-Total - Yucca Loma Park</b>	<b>24,492</b>	<b>52,101</b>	<b>58,502</b>	<b>52,739</b>	<b>90.1%</b>	<b>56,587</b>
6401	Community Service Facilities Ops						
7010	Salaries & Wages - Permanent	10,133	10,642	10,816	10,816	100.0%	10,477
7110	Cafeteria Benefits	1,295	1,423	1,423	1,423	100.0%	1,333
7120	Deferred Comp	232	243	256	256	100.0%	256
7140	RHS	-	-	54	54.00	100.0%	52
7150	Medicare	142	147	157	157	100.0%	152
7160	PERS	1,922	2,086	2,208	2,208	100.0%	2,302
	<b>Sub-Total Personnel</b>	<b>13,725</b>	<b>14,540</b>	<b>14,914</b>	<b>14,914</b>	<b>100.0%</b>	<b>14,572</b>
7180	Uniform Expense	1,581	747	1,000	1,200	120.0%	1,250
7229	Education & Training	208	-	800	800	100.0%	279
7259	Miscellaneous	3	-	100	65	65.0%	100
7330	Hardware/Software Supplies/Ext	-	80	200	-	0.0%	-
7360	Safety & Security	-	-	100	100	100.0%	100
7970	Small Tools	1,251	913	800	900	112.5%	900
9013	Communications Equipment	-	-	150	-	0.0%	100
9052	Gasoline, Diesel, Oil	8,214	4,576	8,500	6,750	79.4%	7,500
9078	Safety Equipment	-	15	-	150	150.0%	100.00
9091	Vehicle Maintenance	4,909	4,020	1,250	3,750	300.0%	4,000
	<b>Sub-Total - Community Services Facilities</b>	<b>29,890</b>	<b>24,892</b>	<b>27,814</b>	<b>28,629</b>	<b>102.9%</b>	<b>28,901</b>

PARKS & RECREATION 2510							
Code	Expenditure Classification	Actual Expense 2013-14	Actual Expense 2014-15	Amended Budget 2015-16	Estimated Expense 2015-16	% of Budget Expended	Adopted Budget 2016-17
6410	Brewster - Facilities						
7010	Salaries & Wages - Permanent	3,777	3,656	3,759	3,759	100.0%	2,830
7020	Salaries & Wages - Part-time	502	757	492	492	100.0%	679
7030	Overtime	99	54	-	-	0.0%	-
7110	Cafeteria Benefits	747	764	758	758	100.0%	643
7140	RHS	-	-	19	19.00	100.0%	14
7150	Medicare	64	65	62	62	100.0%	51
7160	PERS	807	887	950	950	100.0%	783
	Sub-Total Personnel	5,996	6,182	6,040	6,040	100.0%	5,000
7383	Vandalism Repairs	303	270	400	320	80.0%	400
7655	Building Maintenance	719	33	400	378	94.5%	400
	Sub-Total - Brewster - Facilities	7,019	6,484	6,840	6,738	98.5%	5,800
6430	Civic Center -Facilities						
7010	Salaries & Wages - Permanent	-	-	-	-	-	1,945
7030	Overtime	-	-	-	-	-	-
7110	Cafeteria Benefits	-	-	-	-	-	406
7140	RHS	-	-	-	-	-	10
7150	Medicare	-	-	-	-	-	28
7160	PERS	-	-	-	-	-	501
	Sub-Total Personnel	-	-	-	-	0.0%	2,890
7383	Vandalism Repairs	978	79	600	580		600
7655	Building Maintenance	4,804	(1,736)	700	850	121.4%	800
	Sub-Total - Civic Center Amphitheater	5,782	(1,656)	1,300	1,430	110.0%	4,290
6450	Corwin Park - Facilities						
7010	Salaries & Wages - Permanent	2,558	2,375	2,568	2,568	100.0%	2,830
7020	Salaries & Wages - Part-time	502	757	492	492	100.0%	679
7030	Overtime	59	27	-	-	0.0%	-
7110	Cafeteria Benefits	536	550	546	546	100.0%	643
7140	RHS	-	-	13	13.00	100.0%	14
7150	Medicare	45	46	44	44	100.0%	51
7160	PERS	560	607	661	661	100.0%	783
	Sub-Total Personnel	4,260	4,361	4,324	4,324	100.0%	5,000
7383	Vandalism Repairs	84	-	-	-	0.0%	-
7655	Building Maintenance	740	-	250	550	220.0%	250
	Sub-Total - Corwin Park - Facilities	5,085	4,361	4,574	4,874	106.6%	5,250
6510	Horsemen's - Facilities						
7010	Salaries & Wages - Permanent	3,176	2,980	3,134	3,134	100.0%	2,830
7020	Salaries & Wages - Part-time	502	757	492	492	100.0%	679
7030	Overtime	99	54	-	-	0.0%	-
7110	Cafeteria Benefits	653	669	664	664	100.0%	643
7140	RHS	-	-	16	16.00	100.0%	14
7150	Medicare	54	55	52	52	100.0%	51
7130	PERS	678	739	799	799	100.0%	783
	Sub-Total Personnel	5,163	5,253	5,157	5,157	100.0%	5,000
7383	Vandalism Repairs	57	21	250	175	70.0%	250
7655	Building Maintenance	369	799	250	200	80.0%	250
	Sub-Total - Horsemen's - Facilities	5,589	6,073	5,657	5,532	97.8%	5,500
6531	Community Center						
7010	Salaries & Wages - Permanent	51,486	44,319	51,919	51,919	100.0%	43,473
7020	Salaries & Wages - Part-time	4,685	6,468	4,588	4,588	100.0%	6,338
7030	Overtime	1,143	396	-	-	0.0%	-
7110	Cafeteria Benefits	11,196	11,523	11,448	11,448	100.0%	10,263
7140	RHS	-	-	260	260.00	100.0%	217
7150	Medicare	830	734	819	819	100.0%	722
7160	PERS	10,889	10,743	12,945	12,945	100.0%	11,690
	Sub-Total Personnel	80,229	74,183	81,979	81,979	100.0%	72,703



PARKS & RECREATION 2510							
Code	Expenditure Classification	Actual Expense 2013-14	Actual Expense 2014-15	Amended Budget 2015-16	Estimated Expense 2015-16	% of Budget Expended	Adopted Budget 2016-17
	7223 Disposal Services	-	96	-	-	0.0%	-
	7295-0847 Utilities - Electricity Usage	3,984	11,954	13,000	13,900	106.9%	14,500
	7295-0848 Utilities - Natural Gas Usage	4,384	3,264	4,500	3,350	74.4%	3,700
	7295-0849 Utilities - Water Usage	805	736	900	500	55.6%	600
	7360 Safety & Security	656	1,006	725	1,025	141.4%	1,100
	7655 Building Maintenance	9,889	7,526	7,250	12,000	165.5%	12,250
	7675 Equipment Maintenance	1,079	-	600	300	50.0%	500
	9039 Equipment Rental	-	-	250	250	100.0%	250
	9079 Safety Equipment	-	-	-	-	-	-
	9300 Capital Projects	-	-	-	-	-	-
	<b>Sub-Total - Community Center</b>	<b>101,025</b>	<b>98,764</b>	<b>109,204</b>	<b>113,304</b>	<b>103.8%</b>	<b>105,603</b>
6532	Community Center Gymnasium						
	7010 Salaries & Wages - Permanent	40,198	34,426	40,585	40,585	100.0%	35,066
	7020 Salaries & Wages - Part-time	2,342	3,234	2,294	2,294	100.0%	3,169
	7030 Overtime	870	285	-	-	0.0%	-
	7110 Cafeteria Benefits	8,712	8,964	8,905	8,905	100.0%	8,270
	7140 RHS	-	-	203	203.00	100.0%	175
	7150 Medicare	629	544	622	622	100.0%	554
	7160 PERS	8,419	8,158	10,015	10,015	100.0%	9,267
	<b>Sub-Total Personnel</b>	<b>61,171</b>	<b>55,611</b>	<b>62,624</b>	<b>62,624</b>	<b>100.0%</b>	<b>56,501</b>
	7223 Disposal Services	412	115	500	115	23.0%	200
	7295-0847 Utilities - Electricity Usage	22,178	17,592	23,500	21,500	91.5%	23,500
	7295-0848 Utilities - Natural Gas Usage	4,335	2,418	4,250	2,950	69.4%	3,500
	7360 Safety & Security	59	-	100	100	100.0%	100
	7655 Building Maintenance	2,719	3,770	5,000	2,400	48.0%	4,000
	9026 Equipment Maintenance	86	-	300	300	100.0%	300
	9039 Equipment Rental	-	-	250	250	100.0%	250
	9300 Capital Projects	-	-	-	-	-	-
	<b>Sub-Total - CC Gymnasium</b>	<b>90,960</b>	<b>79,505</b>	<b>96,524</b>	<b>90,239</b>	<b>93.5%</b>	<b>88,351</b>
6533	Community Center PAL Center						
	7010 Salaries & Wages - Permanent	1,496	1,557	1,509	1,509	100.0%	2,449
	7110 Cafeteria Benefits	324	336	334	334	100.0%	585
	7140 RHS	-	-	8	8.00	100.0%	12
	7150 Medicare	21	22	22	22	100.0%	36
	7160 PERS	314	357	366	366	100.0%	629
	<b>Sub-Total Personnel</b>	<b>2,154</b>	<b>2,273</b>	<b>2,239</b>	<b>2,239</b>	<b>100.0%</b>	<b>3,711</b>
	7295-0847 Utilities - Electricity Usage	306	307	350	300	85.7%	700.00
	7383 Vandalism Repairs	143	-	100	125	125.0%	150.00
	7655 Building Maintenance	21	-	100	35	35.0%	2,350.00
	<b>Sub-Total - Community Center PAL Centi</b>	<b>2,623</b>	<b>2,580</b>	<b>2,789</b>	<b>2,699</b>	<b>96.8%</b>	<b>6,911</b>
6534	James Woody Park - Facilities						
	7010 Salaries & Wages - Permanent	6,275	5,607	6,330	6,330	100.0%	6,986
	7020 Salaries & Wages - Part-time	1,339	2,010	1,311	1,311	100.0%	1,811
	7030 Overtime	137	55	-	-	0.0%	-
	7110 Cafeteria Benefits	1,414	1,461	1,451	1,451	100.0%	1,644
	7140 RHS	-	-	32	32.00	100.0%	35
	7150 Medicare	110	109	111	111	100.0%	128
	7160 PERS	1,384	1,472	1,638	1,638	100.0%	1,945
	<b>Sub-Total Personnel</b>	<b>10,658</b>	<b>10,714</b>	<b>10,873</b>	<b>10,873</b>	<b>100.0%</b>	<b>12,549</b>
	7383 Vandalism Repairs	118	-	-	450	450.0%	500
	7655 Building Maintenance	2,264	4,781	1,250	1,400	112.0%	2,000
	<b>Sub-Total - James Woody Park - Facilitie</b>	<b>13,040</b>	<b>15,496</b>	<b>12,123</b>	<b>12,723</b>	<b>104.9%</b>	<b>15,049</b>

PARKS & RECREATION 2510							
Code	Expenditure Classification	Actual Expense 2013-14	Actual Expense 2014-15	Amended Budget 2015-16	Estimated Expense 2015-16	% of Budget Expended	Adopted Budget 2016-17
6610	Adult Sports						
7010	Salaries & Wages - Permanent	16,795	15,001	12,983	12,983	100.0%	8,253
7020	Salaries & Wages - Part-time	9,190	9,907	9,876	9,876	100.0%	10,719
7030	Overtime	24	1	-	-	0.0%	-
7110	Cafeteria Benefits	2,886	2,560	2,367	2,367	100.0%	1,700
7120	Deferred Compensation	218	161	124	124	100.0%	37
7140	RHS	-	-	65	65.00	100.0%	41
7150	Medicare	386	369	331	331	100.0%	275
7160	PERS	5,048	5,139	3,199	3,199	100.0%	3,208
	<b>Sub-Total Personnel</b>	<b>34,548</b>	<b>33,138</b>	<b>28,945</b>	<b>28,945</b>	<b>100.0%</b>	<b>24,233</b>
8026	Adult Basketball	2,787	4,210	4,354	4,000	91.9%	4,164
8050	Open Gym	-	80	200	200	100.0%	200
8062	Softball	3,439	4,201	6,484	6,484	100.0%	6,484
8086	Volleyball	-	-	-	-	0.0%	-
	<b>Sub-Total - Adult Sports</b>	<b>40,773</b>	<b>41,629</b>	<b>39,983</b>	<b>39,629</b>	<b>99.1%</b>	<b>35,081</b>
6640	Civic Center Aquatic Complex						
7010	Salaries & Wages - Permanent	89,774	94,431	92,573	92,573	100.0%	91,591
7020	Salaries & Wages - Part-time	132,675	123,833	107,550	107,550	100.0%	123,330
7030	Overtime	2,059	1,198	-	-	0.0%	-
7110	Cafeteria Benefits	17,255	17,022	17,179	17,179	100.0%	18,090
7120	Deferred Compensation	331	347	365	365	100.0%	365
7140	RHS	-	-	463	463.00	100.0%	457
7150	Medicare	3,256	3,262	2,902	2,902	100.0%	3,116
7160	PERS	18,424	21,263	22,060	22,060	100.0%	23,134
	<b>Sub-Total Personnel</b>	<b>263,774</b>	<b>261,355</b>	<b>243,092</b>	<b>243,092</b>	<b>100.0%</b>	<b>260,083</b>
7180	Uniform Expenses	2,857	1,703	3,000	2,500	83.3%	3,000
7205	Advertising	791	1,492	2,000	2,000	100.0%	2,000
7229	Education & Training	880	576	4,000	1,000	25.0%	1,000
7241	Meetings & Conferences	87	194	105	105	100.0%	0
7247	Memberships & Dues	170	150	200	200	100.0%	0
7253	Mileage Exp/Allowance	83	-	-	-	0.0%	-
7259	Miscellaneous	200	77	250	398	159.2%	250
7265	Office Supplies/Exp	-	22	-	-	0.0%	-
7277	Printing	-	250	250	-	0.0%	250
7295-0847	Utilities - Electricity Usage	40,317	40,276	44,000	41,500	94.3%	44,000
7295-0848	Utilities - Natural Gas Usage	58,541	44,071	58,500	50,000	85.5%	54,000
7295-0849	Utilities - Water Usage	12,011	9,527	12,500	12,000	96.0%	13,000
7313	Concession Items	4,967	3,729	4,000	3,950	98.8%	4,000
7330	Hardware/Software Supplies Exp.	1,513	2,442	1,600	1,850	115.6%	2,000
7360	Safety & Security	1,660	1,441	2,100	2,000	95.2%	2,100
7655	Building Maintenance	5,504	7,452	5,500	6,000	109.1%	6,000
7755	Grounds Maintenance	297	162	250	250	100.0%	250
7970	Small Tools	63	(12)	100	100	100.0%	100
8118	AV Swim Club	-	68	100	100	100.0%	100
8128	CPR Challenge Course	165	19	-	-	0.0%	-
8138	Evening Lap Swim	-	68	100	100	100.0%	100



PARKS & RECREATION 2510							
Code	Expenditure Classification	Actual Expense 2013-14	Actual Expense 2014-15	Amended Budget 2015-16	Estimated Expense 2015-16	% of Budget Expended	Adopted Budget 2016-17
	8143 Guard Start	448	845	260	260	100.0%	170
	8148 Lifeguard Training	1,882	625	1,350	1,350	100.0%	1,330
	8158 Open Rec Swim	148	-	500	500	100.0%	500
	8163 Pool Chemicals	34,454	24,451	36,000	31,000	86.1%	32,500
	8168 Pool Special Event	2,841	3,079	3,375	3,375	100.0%	3,125
	8178 Splash Dance	8,085	7,540	9,000	9,000	100.0%	6,900
	8183 Swim Lessons	1,411	133	800	500	62.5%	1,000
	8185 Swim Fair	1,592	210	200	200	100.0%	200
	8188 Water Aerobics	4,994	2,139	2,500	3,600	144.0%	3,000
	8190 Water Polo	415	814	1,010	400	39.6%	500
	9026 Equipment Maintenance	15,155	17,018	17,500	23,500	134.3%	18,000
	9039 Equipment Rental	100	-	-	-	0.0%	-
	9078 Safety Equipment	1,020	1,484	1,500	1,250	83.3%	2,000
	9120 Capital Equipment	4,518	12,478	-	-	0.0%	4,500
	Sub-Total - Civic Center Aquatic Comple	470,940	445,877	455,642	442,080	97.0%	465,958
6670	ASAP						
	7010 Salaries & Wages - Permanent	20,400	16,554	41,282	41,282	100.0%	53,549
	7020 Salaries & Wages - Part-time	123,240	112,698	126,165	126,165	100.0%	160,002
	7030 Overtime	151	3	-	-	0.0%	-
	7110 Cafeteria Benefits	4,095	4,589	6,816	6,816	100.0%	8,348
	7120 Deferred Compensation	206	216	565	565	100.0%	815
	7140 RHS	-	-	206	206.00	100.0%	268
	7150 Medicare	2,085	1,958	2,428	2,428	100.0%	3,096
	7160 PERS	8,059	11,530	13,210	13,210	100.0%	17,220
	Sub-Total Personnel	158,236	147,547	190,672	190,672	100.0%	243,298
	8250 Afterschool Program	8,705	16,493	16,000	17,000	106.3%	18,700
	Sub-Total - ASAP	166,942	164,040	206,672	207,672	100.5%	261,998
6730	Day Camp						
	7010 Salaries & Wages - Permanent	13,146	15,447	19,301	19,301	100.0%	18,466
	7020 Salaries & Wages - Part-time	29,302	27,894	27,234	27,234	100.0%	28,121
	7030 Overtime	21	1	-	-	0.0%	-
	7110 Cafeteria Benefits	2,336	2,512	2,978	2,978	100.0%	2,849
	7120 Deferred Compensation	200	210	305	305	100.0%	291
	7140 RHS	-	-	96	96.00	100.0%	92
	7150 Medicare	615	637	675	675	100.0%	676
	7160 PERS	4,085	4,458	5,105	5,105	100.0%	5,327
	Sub-Total Personnel	49,704	51,158	55,694	55,694	100.0%	55,822
	8450 Day Camp	1,990	2,207	2,250	2,250	100.0%	3,906
	Sub-Total - Day Camp	51,693	53,365	57,944	57,944	100.0%	59,728

PARKS & RECREATION 2510							
Code	Expenditure Classification	Actual Expense 2013-14	Actual Expense 2014-15	Amended Budget 2015-16	Estimated Expense 2015-16	% of Budget Expended	Adopted Budget 2016-17
6760	Instructor Classes						
7010	Salaries & Wages - Permanent	40,865	49,005	46,705	46,705	100.0%	45,679
7020	Salaries & Wages - Part-time	5,738	3,018	3,552	3,552	100.0%	4,561
7030	Overtime	267	4	-	-	0.0%	-
7110	Cafeteria Benefits	8,410	9,342	9,237	9,237	100.0%	9,797
7120	Deferred Compensation	167	173	183	183	100.0%	183
7140	RHS	-	-	233	233.00	100.0%	228
7150	Medicare	689	771	729	729	100.0%	728
7160	PERS	8,673	9,746	9,577	9,577	100.0%	10,192
	<b>Sub-Total Personnel</b>	<b>64,809</b>	<b>72,059</b>	<b>70,216</b>	<b>70,216</b>	<b>100.0%</b>	<b>71,368</b>
8502	Academic Tots	13,890	15,908	13,600	13,600	100.0%	14,545
8508	Music Starz	5,531	7,677	-	-	0.0%	-
8508.0512	Arts & Crafts	2,834	4,905	6,900	8,900	129.0%	9,700
8512	Ballet & Tap	-	1,512	3,100	8,700	280.6%	8,849
8514	Baton Twirling	1,668	1,708	2,000	1,025	51.3%	1,225
8516	Belly Dancing	346	661	700	880	125.7%	1,120
8518	Cheerleading with 19 sports	-	5	-	-	0.0%	-
8520	Cheer-Tumbling	2,310	3,341	3,000	4,400	146.7%	5,400
8526	CPR & First Aid	2,306	5,925	2,025	2,700	133.3%	3,375
8531	Dog Obedience	1,791	1,949	1,750	1,100	62.9%	1,755
8533	Driver's Ed	396	311	600	420	70.0%	425
8537	Fencing	199	-	-	-	0.0%	-
8539	Golf Lessons	2,116	866	1,800	372	20.7%	375
8541	Guitar Lessons	2,046	1,572	2,100	1,600	76.2%	1,600
8555	Zumba	6,426	6,709	7,272	5,300	72.9%	6,200
8559	Parent & Tot	12,885	13,296	14,750	9,100	61.7%	8,650
8567	Rent-A-Santa	701	820	990	990	100.0%	1,000
8568	Road To Creativity	1,005	71	-	-	0.0%	-
8576	Ski and Snowboard 101	-	20	-	-	0.0%	-
8576.5000	Summer Camps	5,279	5,768	6,400	9,400	146.9%	10,540
8579	Tae Kwon Do	1,001	3,765	3,520	9,600	272.7%	9,900
8581	Tai Chi	3,437	2,794	2,800	4,400	157.1%	5,500
8583	Tennis	3,340	3,720	3,250	2,800	86.2%	2,800
8585	Tiny Tot Dance	2,491	1,435	-	-	0.0%	-
8591	Yoga	4,865	3,037	4,400	2,700	61.4%	3,000
	<b>Sub-Total - Instructor Classes</b>	<b>141,667</b>	<b>159,835</b>	<b>151,173</b>	<b>158,203</b>	<b>104.7%</b>	<b>167,327</b>
6790	PIO Events						
7010	Salaries & Wages - Permanent	50,891	54,977	65,083	65,083	100.0%	59,362
7020	Salaries & Wages - Part-time	16,381	19,129	31,207	31,207	100.0%	31,547
7030	Overtime	543	752	-	-	0.0%	-
7110	Cafeteria Benefits	8,057	8,090	8,941	8,941	100.0%	8,017
7120	Deferred Compensation	320	348	488	488	100.0%	360
7140	RHS	-	-	324	324	100.0%	295
7150	Medicare	1,067	1,173	1,401	1,401	100.0%	1,323
7160	PERS	10,989	13,261	15,687	15,687	100.0%	15,037
7165	Auto Allowance	-	-	-	-	0.0%	342
	<b>Sub-Total Personnel</b>	<b>88,248</b>	<b>97,729</b>	<b>123,131</b>	<b>123,131</b>	<b>100.0%</b>	<b>116,283</b>

PARKS & RECREATION 2510							
Code	Expenditure Classification	Actual Expense 2013-14	Actual Expense 2014-15	Amended Budget 2015-16	Estimated Expense 2015-16	% of Budget Expended	Adopted Budget 2016-17
	7209 Commission	1,273	1,200	-	-	0.0%	-
	7253 Mileage Exp/Allowance	287	344	342	342	100.0%	-
	7835 Craft Fairs	23	790	1,000	1,000	100.0%	1,000
	7840 Flea Markets (2)	697	530	800	800	100.0%	800
	7850 Freedom Festival	40,102	33,793	40,000	40,000	100.0%	40,000
	7855 Concerts in the Park (7)	7,560	26,012	15,000	15,000	100.0%	15,000
	8721 Winter Wonderland	4,268	4,534	4,000	4,000	100.0%	4,000
	<b>Sub-Total - PIO Events</b>	<b>142,458</b>	<b>164,932</b>	<b>184,273</b>	<b>184,273</b>	<b>100.0%</b>	<b>177,083</b>
6820	Recreation						
	7010 Salaries & Wages - Permanent	54,713	54,646	58,710	58,710	100.0%	60,215
	7020 Salaries & Wages - Part-time	2,791	2,433	4,042	4,042	100.0%	4,617
	7030 Overtime	84	2	-	-	0.0%	-
	7110 Cafeteria Benefits	8,521	7,666	8,690	8,690	100.0%	8,900
	7120 Deferred Compensation	1,020	1,073	1,140	1,140	100.0%	1,443
	7140 RHS	-	-	294	294	100.0%	301
	7150 Medicare	836	829	910	910	100.0%	945
	7160 PERS	11,245	14,517	12,637	12,637	100.0%	13,720
	7165 Auto Allowance	-	-	-	-	0.0%	342
	<b>Sub-Total Personnel</b>	<b>79,209</b>	<b>81,165</b>	<b>86,423</b>	<b>86,423</b>	<b>100.0%</b>	<b>90,483</b>
	7180 Uniforms	-	559	250	1,500	600.0%	1,500
	7205 Advertising	350	688	750	750	100.0%	750
	7229 Education & Training	3,614	506	940	1,010	107.4%	110
	7241 Meetings & Conferences	1,771	1,244	3,115	3,115	100.0%	3,500
	7247 Memberships & Dues	1,494	1,430	1,650	1,500	90.9%	1,650
	7253 Mileage Exp/Allowance	58	-	200	200	100.0%	200
	7259 Miscellaneous	145	63	250	250	100.0%	250
	7265 Office Supplies/Exp	1,753	2,210	2,500	2,425	97.0%	2,500
	7271 Postage	13,381	13,220	13,000	13,200	101.5%	13,500
	7277 Printing	20,322	17,669	20,000	19,000	95.0%	20,000
	7330 Hardware/Software Supplies Exp.	4,829	4,262	5,000	8,900	178.0%	10,000
	7370 Special Dept Supplies/Exp	291	1,386	3,000	2,890	96.3%	3,000
	7375 Staff Services	250	86	350	300	85.7%	350
	8742 Haunted house	75	-	-	-	0.0%	-
	8940 Contract Services	336	3,330	5,000	3,800	76.0%	5,000
	9052 Gasoline, Diesel, Oil	881	841	1,000	900	90.0%	1,000
	9065 Leased Equipment	1,163	1,449	-	1,000	0.0%	600
	9091 Vehicle Maintenance	571	595	700	625	89.3%	700
	<b>Sub-Total - Recreation</b>	<b>130,492</b>	<b>130,705</b>	<b>144,128</b>	<b>147,788</b>	<b>102.5%</b>	<b>155,093</b>
6850	Rec Dept Events						
	7010 Salaries & Wages - Permanent	29,323	31,648	39,676	39,676	100.0%	34,510
	7020 Salaries & Wages - Part-time	23,846	22,925	19,950	19,950	100.0%	20,986
	7030 Overtime	63	1	-	-	0.0%	-
	7110 Cafeteria Benefits	5,029	4,825	5,931	5,931	100.0%	5,375
	7120 Deferred Compensation	444	471	638	638	100.0%	537
	7140 RHS	-	-	198	198	100.0%	173
	7150 Medicare	775	810	865	865	100.0%	805
	7160 PERS	6,654	7,404	9,596	9,596	100.0%	9,915
	<b>Sub-Total Personnel</b>	<b>66,133</b>	<b>68,084</b>	<b>76,854</b>	<b>76,854</b>	<b>100.0%</b>	<b>72,301</b>

PARKS & RECREATION 2510							
Code	Expenditure Classification	Actual Expense 2013-14	Actual Expense 2014-15	Amended Budget 2015-16	Estimated Expense 2015-16	% of Budget Expended	Adopted Budget 2016-17
8702	Active Adults	229	61	400	-	0.0%	
8703	AV Idol	99	37	120	120	100.0%	90
8706	AV Most Talented Kid	355	125	325	200	61.5%	215
8715	Bunny Run	643	1,660	1,355	1,355	100.0%	1,520
8727	Community Christmas Caroling	-	203	-	-	0.0%	-
8727-5000	Cross Country Meet	-	70	125	60	48.0%	125
8728	Eggstravaganza	542	610	900	900	100.0%	900
8729	Farmer's Market	-	-	-	-	0.0%	5,000
8733	Firecracker Run	1,075	1,531	1,320	1,320	100.0%	1,520
8742	Haunted House	94	-	-	-	0.0%	-
8744	Healthy Apple Valley	960	895	5,000	5,000	100.0%	5,000
8745	Kiddie Carnival	179	20	300	-	0.0%	-
8751	Mothers Day Tea Party	149	-	-	-	0.0%	-
8754	Mudfest	56	212	150	-	0.0%	200
8764	Special Apples	173	195	350	350	100.0%	200
8765-6000	Teen Art Festival	-	100	510	500	98.0%	375
8766	Teen Events	138	229	500	500	100.0%	-
8775-5000	Toddler Olympics	-	-	160	140	87.5%	240
8784	Turkey Run	1,069	1,630	1,330	900	67.7%	1,445
8787-5000	Under Five Classes	-	-	1,250	1,250	100.0%	150
8790	Teen Zone	745	943	800	800	100.0%	950
	<b>Sub-Total - Rec Dept Events</b>	<b>72,639</b>	<b>76,606</b>	<b>91,749</b>	<b>90,249</b>	<b>98.4%</b>	<b>90,231</b>
6880	Rentals						
7010	Salaries & Wages - Permanent	45,177	49,803	53,429	53,429	100.0%	39,864
7020	Salaries & Wages - Part-time	10,677	6,825	9,128	9,128	100.0%	9,079
7030	Overtime	98	3	-	-	0.0%	-
7110	Cafeteria Benefits	7,956	8,364	9,091	9,091	100.0%	7,578
7120	Deferred Compensation	576	570	680	680	100.0%	431
7140	RHS	-	-	267	267	100.0%	199
7150	Medicare	817	834	907	907	100.0%	710
7160	PERS	9,583	10,063	11,643	11,643	100.0%	9,367
	<b>Sub-Total Personnel</b>	<b>74,884</b>	<b>76,462</b>	<b>85,145</b>	<b>85,145</b>	<b>100.0%</b>	<b>67,228</b>
8600	Parking Fee	3,915	2,191	25,000	22,000	88.0%	22,000
	<b>Sub-Total - Rentals</b>	<b>78,800</b>	<b>78,653</b>	<b>110,145</b>	<b>107,145</b>	<b>97.3%</b>	<b>89,228</b>
6900	Skate Park - Facilities						
7030	Overtime	-	-	-	-	0.0%	-
7150	Medicare	-	-	-	-	0.0%	-
7160	PERS	-	-	-	-	0.0%	-
	<b>Sub-Total Personnel</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>
7360	Safety & Security	-	-	5,000	4,000	80.0%	5,000
	<b>Sub-Total - Skate Park - Facilities</b>	<b>-</b>	<b>-</b>	<b>5,000</b>	<b>4,000</b>	<b>80.0%</b>	<b>5,000</b>

PARKS & RECREATION 2510							
Code	Expenditure Classification	Actual Expense 2013-14	Actual Expense 2014-15	Amended Budget 2015-16	Estimated Expense 2015-16	% of Budget Expended	Adopted Budget 2016-17
6940	User Groups						
7010	Salaries & Wages - Permanent	20,457	20,584	18,397	18,397	100.0%	12,151
7020	Salaries & Wages - Part-time	994	852	710	710	100.0%	678
7030	Overtime	24	1	-	-	0.0%	-
7110	Cafeteria Benefits	3,377	3,369	3,134	3,134	100.0%	2,390
7120	Deferred Compensation	297	265	226	226	100.0%	109
7140	RHS	-	-	92	92	100.0%	61
7150	Medicare	320	319	277	277	100.0%	186
7160	PERS	4,266	4,255	3,882	3,882	100.0%	2,589
	Sub-Total Personnel	29,736	29,646	26,718	26,718	100.0%	18,164
7223	Disposal Services	1,877	8,567	1,500	1,950	130.0%	2,000
	Sub-Total - User Groups	31,612	38,214	28,218	28,668	101.6%	20,164
6970	Youth Sports						
7010	Salaries & Wages - Permanent	44,240	42,959	35,940	35,940	100.0%	22,479
7020	Salaries & Wages - Part-time	22,584	23,429	24,496	24,496	100.0%	26,255
7030	Overtime	60	3	-	-	0.0%	-
7110	Cafeteria Benefits	7,284	6,840	5,951	5,951	100.0%	4,280
7120	Deferred Compensation	705	621	518	518	100.0%	256
7140	RHS	-	-	180	180	100.0%	112
7150	Medicare	984	981	876	876	100.0%	707
7160	PERS	11,027	10,838	9,239	9,239	100.0%	7,814
	Sub-Total Personnel	86,884	85,670	77,200	77,200	100.0%	61,903
8805	Adventures in PW Sports	436	904	775	900	116.1%	780
8810	Basketball Tournament	-	-	2,015	-	0.0%	2,015
8812	Coed Volleyball	732	775	880	880	100.0%	1,010
8820	Father Son Basketball Tournament	23	90	242	200	82.6%	230
8825	Peewee Soccer	494	522	930	600	64.5%	929
8830	Winter Peewee/Hotshots Basketball	917	550	985	900	91.4%	985
8858	Summer Peewee/Hotshots Basketball	570	355	985	900	91.4%	855
8860	Summer Youth Basketball	3,707	3,738	4,115	4,115	100.0%	4,150
8865	T-Ball	1,451	1,256	1,487	1,487	100.0%	1,490
8870	Flag Football	36	-	-	-	0.0%	-
8880	Winter Youth Basketball	7,673	5,664	7,500	7,500	100.0%	7,500
8885	Youth Track Meet	201	123	300	200	66.7%	275
8887	3 on 3 Soccer Tournament	-	-	300	-	0.0%	300
	Sub-Total - Youth Sports	103,124	99,648	97,714	94,882	97.1%	82,422
	Total Parks & Rec Expenditures	3,410,846	3,437,081	3,647,924	3,662,618	100.4%	3,625,245
	ENDING FUND BALANCE	(6,435,005)	(6,637,632)	(6,637,633)	(6,628,974)	99.9%	(6,622,098)

PARKS & RECREATION 2510							
Code	Expenditure Classification	Actual Expense 2013-14	Actual Expense 2014-15	Amended Budget 2015-16	Estimated Expense 2015-16	% of Budget Expended	Adopted Budget 2016-17

**Parks & Recreation - Recreation Division**

<u>Personnel Schedule</u>	<u>Actual 2013-14</u>	<u>Actual 2014-15</u>	<u>Actual 2015-16</u>	<u>Adopted 2016-17</u>
<b>Full Time:</b>				
Assistant Town Manager	0.00	0.00	0.00	0.05
Parks and Recreation Manager	0.78	0.78	0.78	0.78
Marketing and Public Affairs Officer	0.05	0.05	0.05	0.05
Emergency Services Officer	0.00	0.00	0.60	0.00
Executive Secretary	0.00	0.00	0.00	0.03
Public Relations Specialist	0.06	0.06	0.06	0.06
Recreation Supervisor	2.00	2.00	1.00	1.00
Event Coordinator	0.67	0.67	0.67	0.67
Sr. Maintenance Worker	0.00	0.00	0.00	0.20
Maintenance Worker II	0.00	0.00	0.00	0.37
Maintenance Worker I	0.00	0.00	0.00	0.03
Administrative Secretary	0.91	0.91	0.91	0.91
Recreation Coordinator	1.00	1.00	1.00	1.00
Senior Office Assistant	2.00	2.00	1.00	1.00
Office Assistant	0.00	0.00	1.00	1.00
<b>Part Time:</b>				
Recreation Coordinator	0.50	0.50	0.50	0.63
Office Assistant	0.60	0.60	0.00	0.00
Event Assistant	1.00	1.00	1.00	1.00
Swim Coach	0.50	0.50	0.00	0.00
Recreation Assistant	0.00	0.00	0.60	1.17
Senior Lifeguard	0.51	0.51	0.51	0.29
Lifeguard	4.00	4.00	4.00	4.38
Recreation Leader II	0.49	0.49	0.45	3.47
Recreation Leader I	1.22	1.22	0.44	6.15
Parks and Recreation Commissioners	1.25	1.25	1.25	1.25
<b>Sub-Total FTE's:</b>	<b>17.54</b>	<b>17.54</b>	<b>15.82</b>	<b>25.49</b>

**Parks & Recreation - Grounds Division**

<u>Personnel Schedule</u>	<u>Actual 2013-14</u>	<u>Actual 2014-15</u>	<u>Actual 2015-16</u>	<u>Adopted 2016-17</u>
<b>Full Time:</b>				
Public Works Director	0.00	0.33	0.33	0.33
Public Works Manager	0.33	0.30	0.30	0.33
Public Works Supervisor	0.30	0.00	0.00	0.46
Maintenance Worker II	0.68	0.00	0.00	0.00
Maintenance Worker I	0.67	0.00	0.00	0.00
Grounds Maintenance Worker III	0.95	0.92	0.92	0.92
Grounds Maintenance Worker II	2.71	2.03	2.67	2.75
Grounds Maintenance Worker I	4.87	4.20	4.00	2.00
Custodian	1.00	0.00	0.00	0.00
<b>Part Time:</b>				
Custodian	0.39	0.39	0.00	0.00
Grounds Services Aide	1.65	1.65	2.06	1.58
<b>Sub-Total FTE's:</b>	<b>13.55</b>	<b>9.82</b>	<b>10.28</b>	<b>8.37</b>

**Parks & Recreation - Facilities**

<u>Personnel Schedule</u>	<u>Actual 2013-14</u>	<u>Actual 2014-15</u>	<u>Actual 2015-16</u>	<u>Adopted 2016-17</u>
<b>Full Time:</b>				
Sr. Maintenance Worker	0.00	0.48	0.48	0.28
Maintenance Worker II	0.00	0.68	0.68	0.31
Maintenance Worker I	0.00	0.67	0.67	0.49
Custodian	0.00	1.00	1.00	1.00
<b>Part Time:</b>				
Custodian	0.00	0.56	0.56	0.40
<b>Sub-Total FTE's:</b>	<b>0.00</b>	<b>3.39</b>	<b>3.39</b>	<b>2.48</b>
<b>Total FTE's:</b>	<b>31.10</b>	<b>30.75</b>	<b>29.49</b>	<b>36.35</b>

# PARKS & RECREATION QUIMBY FUND

TOTAL BUDGET - \$ 0.00

This fund accounts for revenues generated by development and restricted for use in direct park improvements and development as provided under California State Government Code Section 66477.

Parks & Recreation Quimby Fund - Account Number 2520-5210							
Code	Revenue Classification	Actual Revenue 2013-14	Actual Revenue 2014-15	Amended Budget 2015-16	Estimated Revenue 2015-16	% of Budget Received	Adopted Budget 2016/17
	BEGINNING FUND BALANCE	14,971	53,535	150,317	190,517		305,517
6166	Quimby Fees	38,496	96,240	40,000	115,000	287.5%	115,000
4255	Interest	68	542	200	-	0.0%	-
	Total Revenues	38,564	96,782	40,200	115,000	286.1%	115,000
Code	Expenditure Classification	Actual Expenses 2013-14	Actual Expenses 2014-15	Amended Budget 2015-16	Estimated Expense 2015-16	% of Budget Received	Adopted Budget 2016/17
9444	Land Acquisition	-	-	-	-	0.0%	-
9610	Tr to 2510 - Parks Master Plan	-	-	-	-	0.0%	-
	Total Expenditures	-	-	-	-	0.0%	-
	ENDING FUND BALANCE	53,535	150,317	190,517	305,517	160.4%	420,517

# POLICE GRANTS

TOTAL BUDGET - \$ 62,538

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 2013-14	Actual Revenue 2014-15	Amended Budget 2015-16	Estimated Revenue 2015-16	% of Budget Received	Adopted Budget 2016-17
	BEGINNING FUND BALANCE	(131,282)	(61,554)	(16,643)	(16,643)		(1,951)
2516-6927	Annual JAG Grant 2012	4,388	-	-	-	0.0%	-
2516-6927	Annual JAG Grant 2013	-	9,901	-	-	0.0%	-
2516-6927	Annual JAG Grant 2014	-	-	14,692	14,692	100.0%	-
2517-6927	Annual JAG Grant 2015	-	-	-	-	0.0%	13,177
2519-6927	Homeland Security	4,321	17,727	19,767	19,767	100.0%	16,000
2520-6927	Cal GR	211,764	139,625	121,098	121,098	100.0%	-
2522-6927	Sobriety Checkpoint	61,171	-	-	-	0.0%	-
	<b>Total Revenues</b>	<b>281,644</b>	<b>167,253</b>	<b>155,557</b>	<b>155,557</b>	<b>100.0%</b>	<b>29,177</b>
Code	Expenditure Classification	Actual Expenses 2013-14	Actual Expenses 2014-15	Amended Budget 2015-16	Estimated Expense 2015-16	% of Budget Expended	Adopted Budget 2016-17
2012	JAG Grant 2516						
	8940 Contract Services	4,388	-	-	-	0.0%	-
	Total Annual JAG Grant	4,388	-	-	-	0.0%	-
2013	JAG Grant 2516						
	8940 Contract Services	-	14,729	-	-	0.0%	-
	Total Annual JAG Grant	-	14,729	-	-	0.0%	-
2014	JAG Grant 2516						
	8940 Contract Services	-	-	14,692	14,692	100.0%	13,177
	Total Annual JAG Grant	-	-	14,692	14,692	100.0%	13,177
	Cal Pal Program 2518						
	7370 Special Department Supplies	739	-	-	-	0.0%	-
	Total Cal Pal Program	739	-	-	-	0.0%	-
	Homeland Security 2519						
	7330 Hardware/Software Supplies/Exp	-	-	-	-	0.0%	-
	7370 Special Department Supplies	17,727	-	19,767	19,767	100.0%	16,000
	Total Homeland Security	17,727	-	19,767	19,767	100.0%	16,000
	Cal GR 2520						
	7020 Salaries & Wages Part-Time	-	-	-	-	0.0%	32,884
	7150 Medicare	-	-	-	-	0.0%	477
	8940 Contract Services Cal Pal	173,860	115,273	-	121,098	0.0%	-
	Total Cal E M A	173,860	115,273	-	121,098	0.0%	33,361
	Sobriety Checkpoint 2522						
	7720 Sobriety Checkpoint	15,202	(7,660)	-	-	0.0%	-
	Total Sobriety Checkpoint	15,202	(7,660)	-	-	0.0%	-
	<b>Total Expenditures</b>	<b>211,916</b>	<b>122,342</b>	<b>34,459</b>	<b>140,865</b>	<b>408.79%</b>	<b>62,538</b>
	ENDING FUND BALANCE	(61,554)	(16,643)	104,455	(1,951)		(35,312)



Code	Expenditure Classification	Actual Expenses 2013-14	Actual Expenses 2014-15	Amended Budget 2015-16	Estimated Expense 2015-16	% of Budget Expended	Adopted Budget 2016-17
	<b>Personnel Schedule</b>	<b>Actual 2013-14</b>	<b>Actual 2014-15</b>	<b>Adopted 2015-16</b>	<b>Adopted 2016-17</b>		
	<b>Part Time:</b>						
	Boxing Coach (PAL)	0.00	0.00	0.00	0.48		
	Senior Office Assistant	0.00	0.00	0.00	0.48		
	Total FTE's:	0.00	0.00	0.00	0.96		

# ASSET SEIZURE

TOTAL BUDGET - \$12,000

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 and split 85% to Asset Seizure Fund and 15% to Drug and Gang Prevention Fund.

Asset Seizure - Account Number 2620-2010							
Code	Revenue Classification	Actual Revenue 2013-14	Actual Revenue 2014-15	Amended Budget 2015-16	Estimated Revenue 2015-16	% of Budget Received	Adopted Budget 2016-17
BEGINNING FUND BALANCE		46,084	21,461	12,801	12,801		6,801
4255	Interest	54	87	-	-	0.0%	-
6806	Asset Seizure	1,900	9,392	9,500	6,000	63.2%	8,000
Total Revenues		1,954	9,480	9,500	6,000	63.2%	8,000
Code	Expenditure Classification	Actual Expenses 2013-14	Actual Expenses 2014-15	Amended Budget 2015-16	Estimated Expense 2015-16	% of Budget Expended	Adopted Budget 2016-17
7370	Special Department Supplies	11,765	10,395	12,000	12,000	100.0%	12,000
9120	Capital Equipment	14,760	-	-	-	0.0%	-
9514	P D T/I - 2014-2015	-	7,744	-	-	0.0%	-
9999	Transfer Out - 2610	52	-	-	-	0.0%	-
Total Expenditures		26,577	18,140	12,000	12,000	100.0%	12,000
ENDING FUND BALANCE		21,461	12,801	10,301	6,801	66.0%	2,801

# DRUG & GANG PREVENTION

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 and split 85% to Asset Seizure Fund and 15% to Drug and Gang Prevention Fund.

Drug and Gang Prevention - Account Number 2630-2010							
Code	Revenue Classification	Actual Revenue 2013-14	Actual Revenue 2014-15	Amended Budget 2015-16	Estimated Revenue 2015-16	% of Budget Received	Adopted Budget 2016-17
BEGINNING FUND BALANCE		5,383	5,728	7,415	7,415		6,536
4255	Interest	9	30	-	-	0.0%	-
6806	Asset Seizure	335	1,657	5,000	2,500	50.0%	7,500
Total Revenues		345	1,687	5,000.00	2,500	50.0%	7,500
Code	Expenditure Classification	Actual Expenses 2013-14	Actual Expenses 2014-15	Amended Budget 2015-16	Estimated Expense 2015-16	% of Budget Expended	Adopted Budget 2016-17
7370	Special Department Supplies	-	-	-	3,379	0.0%	-
Total Expenditures		-	-	-	3,379	0.0%	-
ENDING FUND BALANCE		5,728	7,415	12,415	6,536	52.6%	14,036

# LIGHTING AND LANDSCAPE DISTRICT

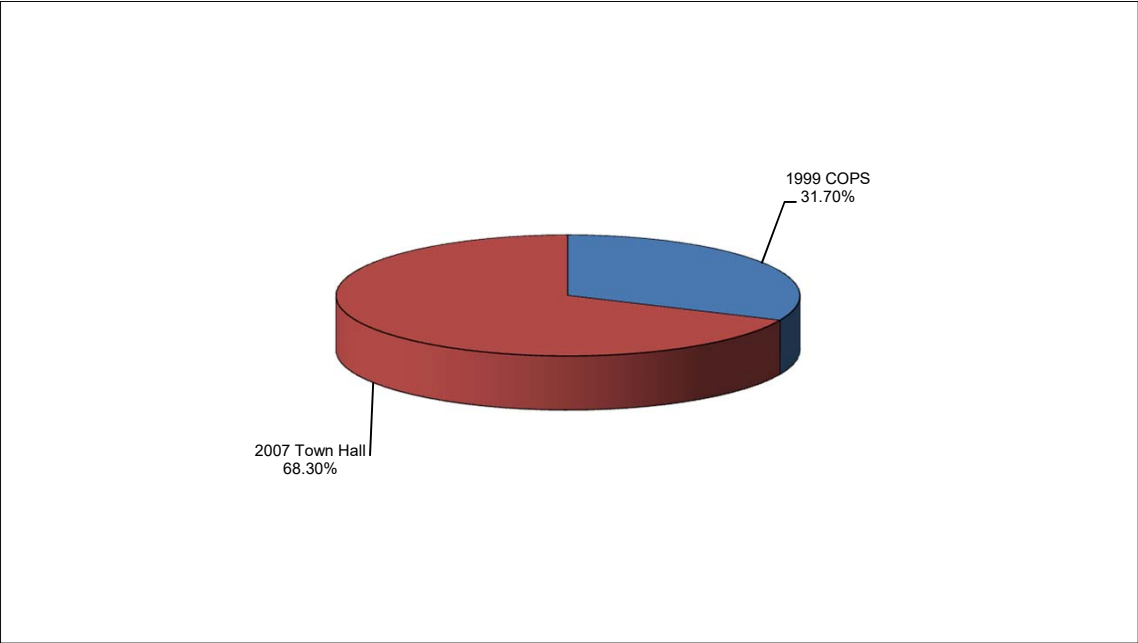
TOTAL BUDGET - \$ 470,000

This fund accounts for the revenues and expenditures of all Assessment Districts 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 2013-14	Actual Revenue 2014-15	Amended Budget 2015-16	Estimate Revenue 2015-16	% of Budget Received	Adopted Budget 2016-17
	BEGINNING FUND BALANCE	1,058,527	1,142,167	1,232,817	1,232,817		1,317,817
4020	Property Tax	320,126	318,108	320,000	320,000	100.0%	320,000
4255	Interest	2,015	5,254	2,000	2,000	100.0%	2,000
	Total Revenues	322,141	323,362	322,000	322,000	100.0%	322,000
Code	Expenditure Classification	Actual Expenses 2013-14	Actual Expenses 2014-15	Amended Budget 2015-16	Estimate Expense 2015-16	% of Budget Used	Adopted Budget 2016-17
7935	Right of Way Maintenance	231,697	225,804	230,000	230,000	100.0%	460,000
8964	Engineering Contractor	6,804	6,908	10,000	7,000	70.0%	10,000
	Total Expenditures	238,501	232,712	240,000	237,000	98.8%	470,000
	ENDING FUND BALANCE	1,142,167	1,232,817	1,314,817	1,317,817	100.2%	1,169,817

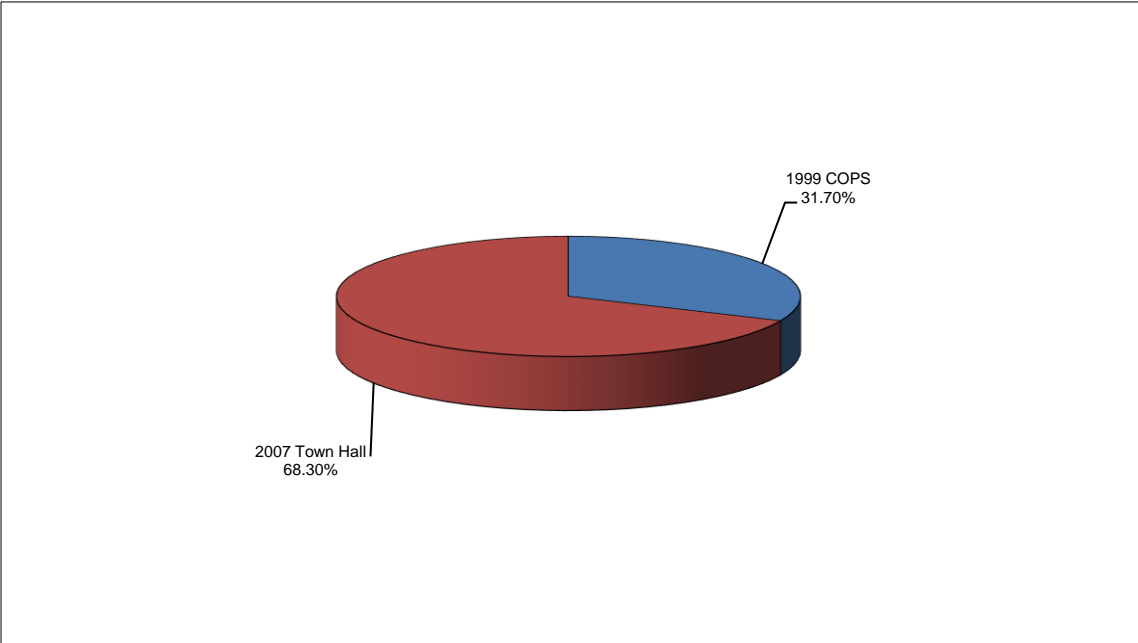
# 2016/17 Debt Service Funds Revenue

1999 COPS	410,000
2007 Town Hall	883,506
Total Debt Service Funds Expense	<u><u>\$1,293,506</u></u>



# 2016/17 Debt Service Funds Expense

1999 COPS	410,000
2007 Town Hall	883,506
Total Debt Service Funds Expense	<u><u>\$1,293,506</u></u>



# DEBT SERVICE FUNDS

TOTAL BUDGET - \$1,293,506

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 2013-14	Actual Revenue 2014-15	Amended Budget 2015-16	Estimated Revenue 2015-16	% of Budget Received	Adopted Budget 2016-17
BEGINNING FUND BALANCE			205	205	-	-		-
9610	Transfer from General Fund							
	1999 COP's	4105-1500-6999-1001	344,546	380,778	430,000	430,000	100.0%	410,000
	2001 COP's	4106-1500-6999-1001	234,928	230,454	352,000	352,000	100.0%	-
	2007 COP's*	4108-1500-6999-1001	844,674	886,294	881,019	881,019	100.0%	883,506
9610	Transfer from General Government Facilities							
	2007 COP's*	4108-1500-9610-1001	40,000		-	-	0.0%	-
Total Revenues			1,464,147	1,497,526	1,663,019	1,663,019	100.0%	1,293,506
Code	Expenditure Classification		Actual Expense 2013-14	Actual Expense 2014-15	Amended Budget 2015-16	Estimated Expense 2015-16	% of Budget Expended	Adopted Budget 2016-17
Debt Service								
9840	1999 COP's Principle	4105-1500-9840-0000	330,000	340,000	350,000	350,000	100.0%	355,000
9860	1999 COP's Interest	4105-1500-9860-0000	1,955	1,485	10,000	10,000	100.0%	5,000
9840	2001 COP's Principle	4106-1500-9840-0000	217,500	221,250	310,000	310,000	100.0%	-
9860	2001 COP's Interest	4106-1500-9860-0000	469	341	12,000	12,000	100.0%	-
9840	2007 COP's Principle	4108-1500-9840-0000	455,000	475,000	490,000	490,000	100.0%	515,000
9860	2007 COP's Interest	4108-1500-9860-0000	427,144	408,544	388,019	388,019	100.0%	365,406
8940	Debt Service Admin	4105-1500-8940-0000	12,591	39,499	70,000	70,000	100.0%	50,000
8940	Debt Service Admin	4106-1500-8940-0000	16,959	8,862	30,000	30,000	100.0%	-
8940	Debt Service Admin	4108-1500-8940-0000	2,530	2,750	3,000	3,000	100.0%	3,100
Total Expenditures			1,464,147	1,497,731	1,663,019	1,663,019	100.0%	1,293,506
ENDING FUND BALANCE			205	-	-	-	0.0%	-

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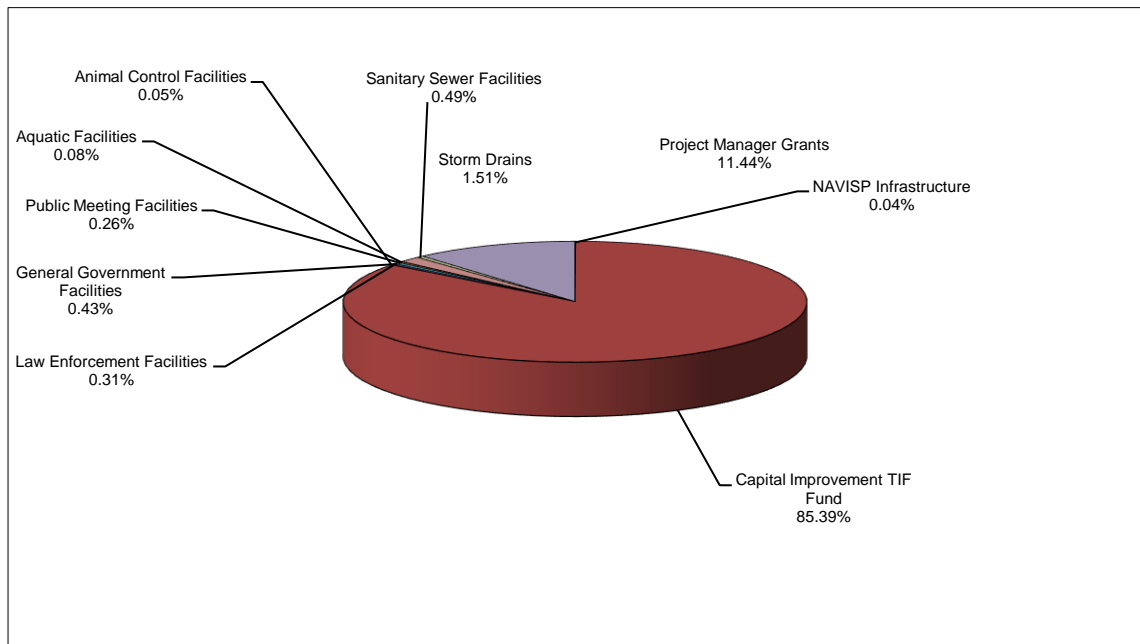


Town of Apple Valley



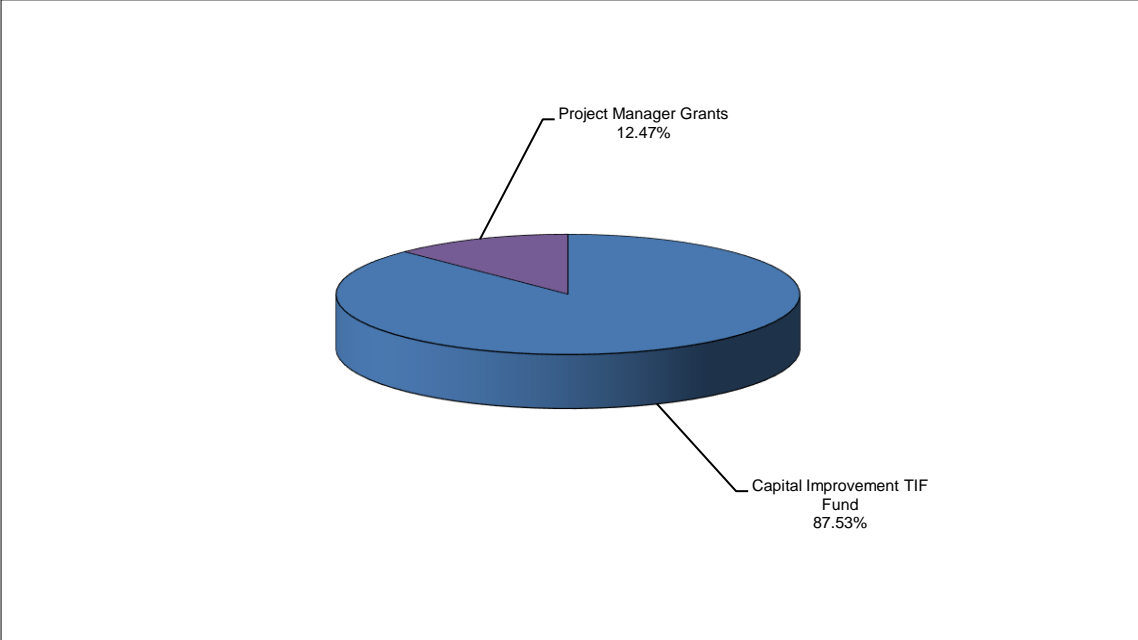
## 2016/17 Capital Improvement Funds Revenue

NAVISP Infrastructure	\$	3,000
Capital Improvement TIF Fund		6,892,333
Animal Control Facilities		4,450
Law Enforcement Facilities		25,200
General Government Facilities		35,150
Public Meeting Facilities		21,200
Aquatic Facilities		6,300
Storm Drains		121,500
Sanitary Sewer Facilities		39,500
Project Manager Grants		923,000
Total-CIP Funds Revenue	<u>\$</u>	<u>8,071,633</u>



# 2016/17 Capital Improvement Funds Expenditures

Capital Improvement TIF Fund	\$ 6,480,333
Aquatic Facilities	-
Storm Drains	-
Project Manager Grants	923,000
Total-CIP Funds Expenditures	<u>\$ 7,403,333</u>



# 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 2013-14	Actual Revenue 2014-15	Amended Budget 2015-16	Estimated Revenue 2015-16	% of Budget Received	Adopted Budget 2016-17
BEGINNING FUND BALANCE		1,640,775	1,643,789	1,650,528	1,650,528		1,653,528
4255	Interest	3,014	7,294	3,000	3,000	100.0%	3,000
Total Revenue		3,014	7,294	3,000	3,000	100.0%	3,000
Code	Expenditure Classification	Actual Expense 2013-14	Actual Expense 2014-15	Amended Budget 2015-16	Estimated Expense 2015-16	% of Budget Expended	Adopted Budget 2016-17
9485	NAVISP	-	555	-	-	0.0%	-
Total Expenditures		-	555	-	-	0.0%	-
ENDING FUND BALANCE		1,643,789	1,650,528	1,653,528	1,653,528	100.0%	1,656,528

## CAPITAL IMPROVEMENT PROGRAM - INFRASTRUCTURE (TIF)

TOTAL BUDGET - \$ 6,480,333

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 2013-14	Actual Revenue 2014-15	Amended Budget 2015-16	Estimated Revenue 2015-16	% of Budget Received	Adopted Budget 2016-17
	BEGINNING FUND BALANCE	9,027,926	3,872,474	4,346,595	4,346,595		5,792,473
4181	Refunds, Reimb, Rebates	2,165,389	12,861,459	-	6,296,833	0.0%	-
4181	Zone 4 Flood Control Reimb (9595)	-	-	3,400,000	-	0.0%	1,700,000
4181	STP Surface Transportation Program	-	-	750,000	-	0.0%	375,000
4181	ATP - State Only	-	-	1,095,000	-	0.0%	547,500
4255	Interest	13,382	16,436	12,000	(1,922)	-16.0%	12,000
6126	General Government Facilities	24	-	-	37	0.0%	-
6184	Traffic Impact Fees	497,520	463,700	400,000	533,777	133.4%	400,000
6816	Grants (HSIP)(9284)	-	33,780	-	-	0.0%	-
6816	Grants (HSIP)(9572)	-	-	-	-	0.0%	-
6816	Grants SLPP, MLHP & SB Cty(9588)	-	-	6,715,420	1,701,055	25.3%	1,182,375
6999	Transfer in - 2021	498,921	-	3,597,480	3,597,480	0.0%	2,675,458
6999	Transfer In - 2730	3,160,689	10,588,179	5,113,750	5,113,750	100.0%	-
	Total Revenue	6,335,924	23,963,554	21,083,650	17,241,011	81.8%	6,892,333
Code	Expenditure Classification	Actual Expense 2013-14	Actual Expense 2014-15	Amended Budget 2015-16	Estimated Expense 2015-16	% of Budget Expended	Adopted Budget 2016-17
9208	AV Rd/Town Center Improvements	94,949	-	-	-	0.0%	-
9253	AV Rd at Tuscola Signal	-	105,758	-	332,461	0.0%	-
9283	Bear Valley Rd/Deep Creek Signal	503	1,065	-	-	0.0%	-
9284	Bear Valley Rd/ Mohawk Signal	10,980	414,466	5,000	(192,938)	-3858.8%	-
9442	Kiowa (Bear Valley to Tussing Phase I)	701,112	497	-	2,254	0.0%	-
9471	Navajo Rd	2,196	13,827	-	-	0.0%	-
9472	Lafayette @ Dale Evans Parkway	-	-	-	-	0.0%	1,230,333
9525	Paving PMS Priorities	-	3,460	-	-	0.0%	-
9572	Townwide Class II Bikeway Upgrade	-	-	5,000	-	0.0%	-
9588	Yucca Loma Bridge	10,676,935	22,850,666	11,829,170	13,028,356	110.1%	-
9595	Yucca Loma Rd Widening(YLB-AV Rd)	4,700	99,695	13,239,400	2,625,000	19.8%	5,250,000
	Total Expenditures	11,491,376	23,489,433	25,078,570	15,795,133	63.0%	6,480,333
	ENDING FUND BALANCE	3,872,474	4,346,595	351,675	5,792,473	1647.1%	6,204,473

# 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 2013-14	Actual Revenue 2014-15	Amended Budget 2015-16	Estimated Revenue 2015-16	% of Budget Received	Adopted Budget 2016-17
BEGINNING FUND BALANCE		103,661	109,396	115,273	115,273		119,623
4255	Interest	196	503	350	350	100%	350
6102	Animal Control Facilities Fee	5,539	5,374	4,000	4,000	100%	4,100
Total Revenue		5,735	5,877	4,350	4,350	100%	4,450
Code	Expenditure Classification	Actual Expense 2013-14	Actual Expense 2014-15	Amended Budget 2015-16	Estimated Expense 2015-16	% of Budget Expended	Adopted Budget 2016-17
7935	Right of Way Maintenance	-	-	-	-	0.0%	-
8964	Engineering Cont - General	-	-	-	-	0.0%	-
Total Expenditures		-	-	-	-	0.0%	-
ENDING FUND BALANCE		109,396	115,273	119,623	119,623	100%	124,073

# 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 2013-14	Actual Revenue 2014-15	Amended Budget 2015-16	Estimated Revenue 2015-16	% of Budget Received	Adopted Budget 2016-17
BEGINNING FUND BALANCE		47,763	70,871	75,397	75,397		70,347
4255	Interest	112	398	250	250	100.0%	200
6140	Law Enforcement Facilities Fee	22,996	28,128	24,000	24,000	100.0%	25,000
Total Revenue		23,108	28,526	24,250	24,250	100.0%	25,200
Code	Expenditure Classification	Actual Expense 2013-14	Actual Expense 2014-15	Amended Budget 2015-16	Estimated Expense 2015-16	% of Budget Expended	Adopted Budget 2016-17
9514	PD T/I 2014-2015	-	24,000	40,000	29,300	73.3%	-
Total Expenditures		-	24,000	40,000	29,300	73.3%	-
ENDING FUND BALANCE		70,871	75,397	59,647	70,347	117.9%	95,547

## 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 2013-14	Actual Revenue 2014-15	Amended Budget 2015-16	Estimated Revenue 2015-16	% of Budget Received	Adopted Budget 2016-17
	BEGINNING FUND BALANCE	69,110	111,485	78,048	78,048		111,198
4255	Interest	36	358	150	150	100.0%	150
6126	General Gov Facilities Fees	42,339	41,942	33,000	33,000	100.0%	35,000
	Total Revenue	42,375	42,300	33,150	33,150	100.0%	35,150
Code	Expenditure Classification	Actual Expense 2013-14	Actual Expense 2014-15	Amended Budget 2015-16	Estimated Expense 2015-16	% of Budget Expended	Adopted Budget 2016-17
9120	Capital Equipment	-	-	-	-	0.0%	-
9610	Transfer - 4110	-	75,737	-	-	0.0%	-
	Total Expenditures	-	75,737	-	-	0.0%	-
	ENDING FUND BALANCE	111,485	78,048	111,198	111,198	0.0%	146,348



# 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 2013-14	Actual Revenue 2014-15	Amended Budget 2015-16	Estimated Revenue 2015-16	% of Budget Received	Adopted Budget 2016-17
BEGINNING FUND BALANCE		91,884	118,494	144,733	144,733		164,983
4255	Interest	195	608	250	250	100.0%	200
6164	Public Meeting Facilities Fee	26,416	25,631	20,000	20,000	100.0%	21,000
Total Revenue		26,610	26,239	20,250	20,250	100.0%	21,200
Code	Expenditure Classification	Actual Expense 2013-14	Actual Expense 2014-15	Amended Budget 2015-16	Estimated Expense 2015-16	% of Budget Expended	Adopted Budget 2016-17
9610	Transfer - 4110	-	-	-	-	0.0%	-
Total Expenditures		-	-	-	-	0.0%	-
ENDING FUND BALANCE		118,494	144,733	164,983	164,983	0.0%	186,183

# 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 2013-14	Actual Revenue 2014-15	Amended Budget 2015-16	Estimated Revenue 2015-16	% of Budget Received	Adopted Budget 2016-17
BEGINNING FUND BALANCE		52,430	61,056	69,622	69,622		71,672
4255	Interest	105	297	150	150	100.0%	100
6106	Aquatic Facilities Fees	8,521	8,268	5,900	5,900	100.0%	6,200
Total Revenue		8,626	8,566	6,050	6,050	100.0%	6,300
Code	Expenditure Classification	Actual Expense 2013-14	Actual Expense 2014-15	Amended Budget 2015-16	Estimated Expense 2015-16	% of Budget Expended	Adopted Budget 2016-17
9300	Capital Projects	-	-	12,000	4,000	33.3%	-
Total Expenditures		-	-	12,000	4,000	33.3%	-
ENDING FUND BALANCE		61,056	69,622	63,672	71,672	112.6%	77,972

# STORM DRAINS

TOTAL BUDGET - \$0

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 2013-14	Actual Revenue 2014-15	Amended Budget 2015-16	Estimated Revenue 2015-16	% of Budget Received	Adopted Budget 2016-17
BEGINNING FUND BALANCE		1,102,156	1,263,194	1,423,907	1,423,907		1,494,507
4255	Interest	2,181	6,101	2,500	2,000	80.0%	1,500
6670	Storm Drainage Facilities Fees	159,769	155,023	110,000	110,000	100.0%	120,000
Total Revenue		161,949	161,125	112,500	112,000	99.6%	121,500
Code	Expenditure Classification	Actual Expense 2013-14	Actual Expense 2014-15	Amended Budget 2015-16	Estimated Expense 2015-16	% of Budget Expended	Adopted Budget 2016-17
8940	Contract Services	911	412	-	-		-
9367	Dry Wells	-	-	140,900	41,400	29.4%	-
Total Expenditures		911	412	140,900	41,400	29.4%	-
ENDING FUND BALANCE		1,263,194	1,423,907	1,395,507	1,494,507	107.1%	1,616,007

# 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 2013-14	Actual Revenue 2014-15	Amended Budget 2015-16	Estimated Expense 2015-16	% of Budget Received	Adopted Budget 2016-17
	BEGINNING FUND BALANCE	947,490	994,014	1,060,583	1,060,583		1,098,583
4255	Interest	1,785	4,583	2,200	2,000	90.9%	1,500
6600	Sanitary Sewer Facilities Fees	44,740	61,985	36,000	36,000	100.0%	38,000
	Total Revenue	46,524	66,568	38,200	38,000	99.5%	39,500
Code	Expenditure Classification	Actual Expense 2013-14	Actual Expense 2014-15	Amended Budget 2015-16	Estimated Expense 2015-16	% of Budget Expended	Adopted Budget 2016-17
9610	Transfer - 5010	-	-	-	-	0.0%	-
	Total Expenditures	-	-	-	-	0.0%	-
	ENDING FUND BALANCE	994,014	1,060,583	1,098,783	1,098,583	100.0%	1,138,083

# MISCELLANEOUS GRANT FUND

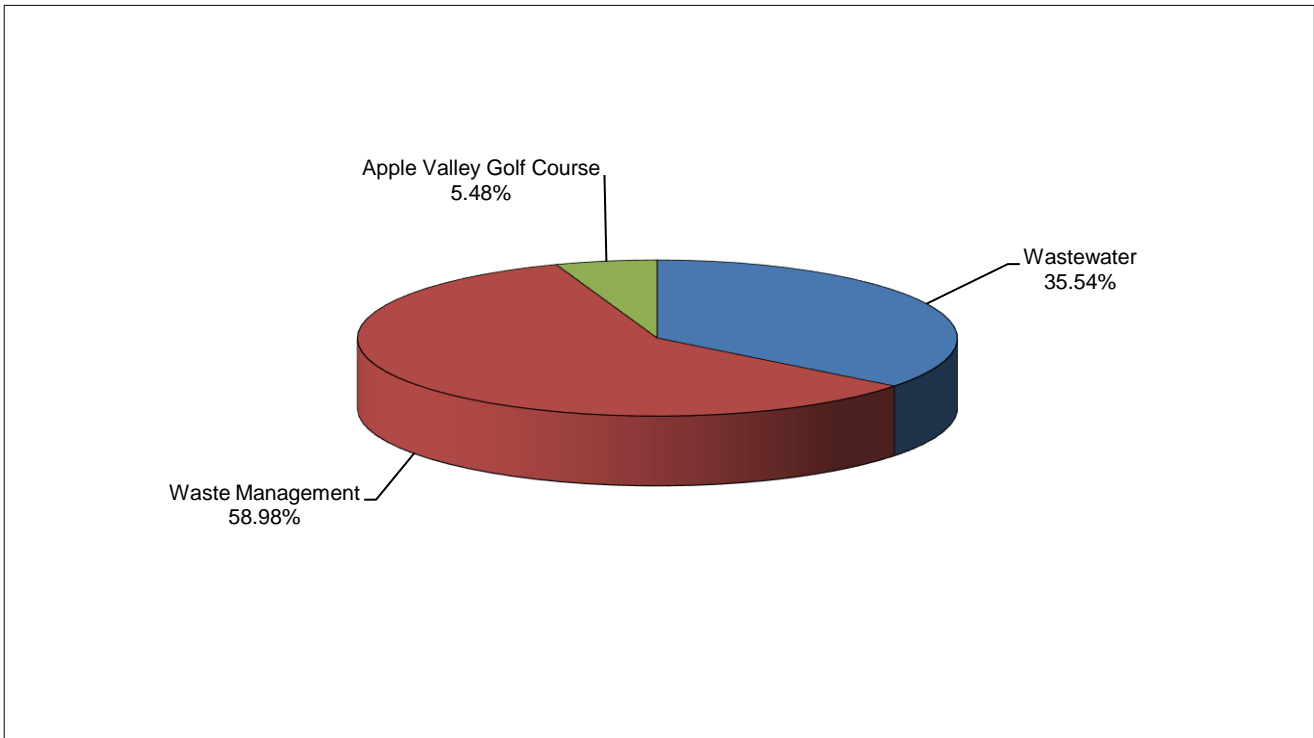
TOTAL BUDGET - \$ 923,000

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 2013-14	Actual Revenue 2014-15	Amended Budget 2015-16	Estimated Revenue 2015-16	% of Budget Received	Adopted Budget 2016-17
BEGINNING FUND BALANCE		(215,135)	(80,195)	(141,093)	(141,093)		13,289
<b>Non Departmental</b>							
0000-6816-0000	Grants - County (Mktg & Website)	-	-	-	144,468	0.0%	-
<b>Civic Center Park</b>							
4806-6917-0000	EDI - 06 Civic Center Park	181,609	-	-	-	0.0%	-
<b>Special Purpose Grants</b>							
2521-6816-0000	PetSmart Charities	-	99	-	-	0.0%	-
4810-6816-0000	Active Transportation Program (9447)	-	-	923,000	-	0.0%	923,000
4801-6906-0000	DOT - Safe routes to school	4,270	3,761	-	-	0.0%	-
4803-6908-0000	DOC Recycling	17,208	14,191	-	26,849	0.0%	-
4804-6907-0005	12/14 Waste tire Cleanup	-	10,752	-	14,048	0.0%	-
4820-6816-0000	County Supervisor Grant	7,415	-	-	-	0.0%	-
4822-6816-0000	MSHCP-Multi-Species Habitat Con Plan	80,302	137,180	-	-	0.0%	-
4828-6816-0000	Kaiser Grant	17,597	1,972	-	-	0.0%	-
4829-6816-0000	Municipal Spay-Neuter Grant	1,786	995	-	-	0.0%	-
4921-6816-0000	First Five	73,979	138,553	-	-	0.0%	-
Total Revenues		384,165	307,504	923,000	185,364	20.1%	923,000
Code	Expenditure Classification	Actual Expense 2013-14	Actual Expense 2014-15	Amended Budget 2015-16	Estimated Expense 2015-16	% of Budget Expended	Adopted Budget 2016-17
4213-7259-0000	County Marketing Grant	-	-	-	-	0.0%	-
4214-7259-0000	County Website Grant	-	-	-	-	0.0%	-
4801-9589-0000	Yucca Loma Elementary School	7,946	21,055	-	11,601	0.0%	-
4804-xxxx-xxxx	Waste Tire Cleanup	316	10,437	-	-	0.0%	-
<b>DOC Recycling</b>							
4803-8940-0000	Contract Services	17,208	14,191	-	-	0.0%	-
<b>Waste Tire Amnesty</b>							
4816-8940-0000	Contract Service	5,866	5,920	-	-	0.0%	-
<b>Civic Center Park</b>							
4806-9300-0000	Capital Projects	15,892	-	-	-	0.0%	-
<b>Special Purpose Grants</b>							
2521-8988-0000	PetSmart Charities	-	99	-	-	0.0%	-
4810-9442-0000	Kiowa Rd(Bear Valley & Tussing)	(4,313)	-	-	-	0.0%	-
4810-9563-0000	SR25 Rancho Verde Elem.School	12,357	12,070	-	19,382	0.0%	-
4810-9999-2021	Tr to 2021 Mojave River Walk (9447)	-	-	923,000	-	0.0%	923,000
4820-xxxx-xxxx	County Supervisor Grant	7,415	-	-	-	0.0%	-
4822-8940-0000	USFWS-CDFG Contract Services	80,302	168,594	474,700	-	0.0%	-
4823-9416-0000	Hwy 18 Village Area Median	-	-	-	-	0.0%	-
4824-xxxx-xxxx	Illegal Disposal Site Abatement Gran	6,958	431	-	-	0.0%	-
4828-xxxx-xxxx	Kaiser Grant	17,597	1,972	-	-	0.0%	-
4829-xxxx-xxxx	Municipal Spay Neuter	1,786	995	-	-	0.0%	-
4921-xxxx-xxxx	First Five	79,896	132,637	-	-	0.0%	-
Total Expenditures		249,225	368,401	1,397,700	30,983	2.2%	923,000
ENDING FUND BALANCE		(80,195)	(141,093)	(615,793)	13,289	-2.2%	13,289

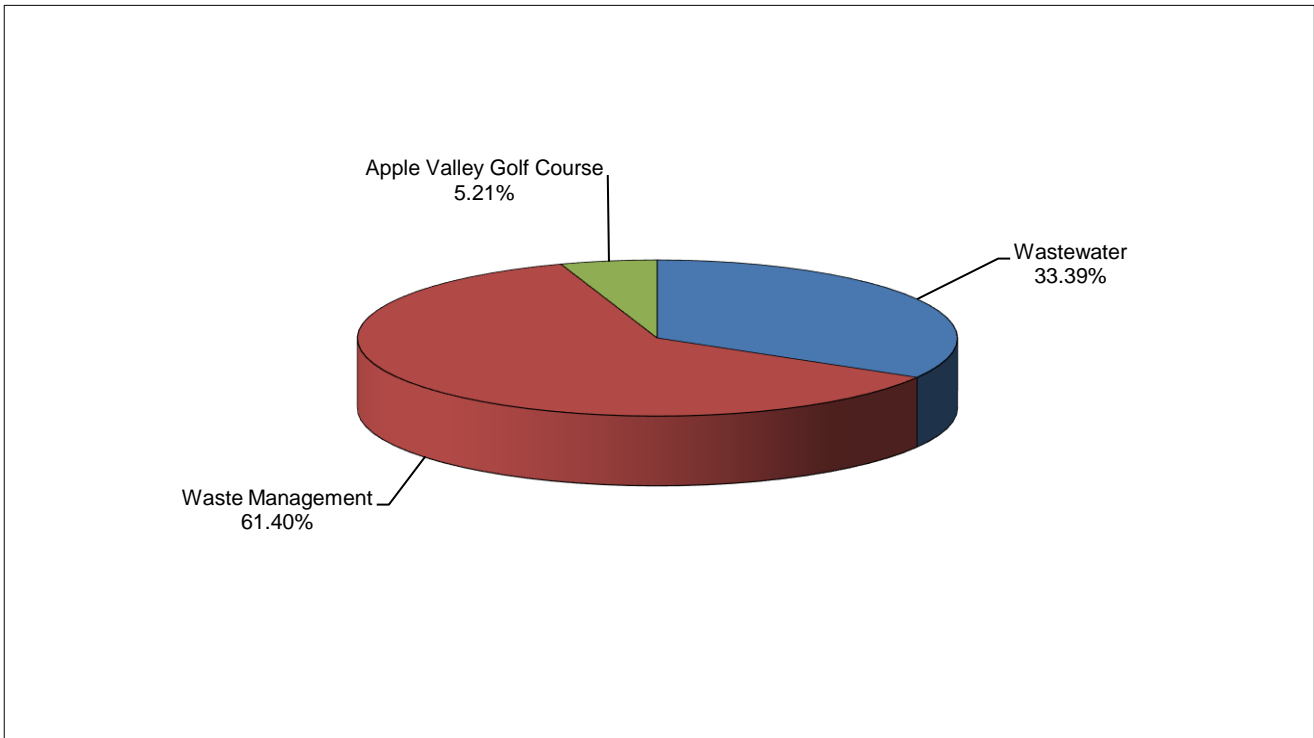
## 2016/17 Enterprise Funds Revenue

Wastewater	\$6,940,000
Waste Management	11,519,700
Apple Valley Golf Course	1,070,119
Total - Enterprise Funds	<u><u>\$19,529,819</u></u>



## 2016/17 Enterprise Funds Expenditures

Wastewater	\$6,855,365
Waste Management	12,604,383
Apple Valley Golf Course	1,070,019
Total - Enterprise Funds	<u><u>\$20,529,767</u></u>



# WASTEWATER ENTERPRISE FUND

TOTAL BUDGET – \$6,855,365

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. This program contributes to the Vision 2020 goals of assisting with providing an adequate and well maintained infrastructure which also contributes to a safer community by eliminating sewer overflows and redirecting storm water runoff. As in past years, the Sewer Replacement Fund has been budgeted to provide necessary improvements to the existing system. The budget also includes \$230,000 for capital improvement projects.





WASTEWATER FUND 5010-4210							
Code	Revenue Classification	Actual Revenue 2013-14	Actual Revenue 2014-15	Amended Budget 2015-16	Estimated Revenue 2015-16	% of Budget Received	Adopted Budget 2016-17
BEGINNING FUND BALANCE		39,011,496	38,031,904	36,791,144	36,791,144		37,234,695
4181	Refunds, Reimb, Rebates	717	38,575	-	-	0.0%	-
4183	Gain/Loss on Disposal of FA	1,370	-	-	-	0.0%	-
4190	Debt Service Principle Received	218,142	(8,306)	236,000	-	0.0%	-
4255	Interest	8,514	24,076	2,000	2,000	100.0%	3,000
6124	Feasibility Studies	5,825	3,000	10,000	2,000	20.0%	5,000
6146	Lot Splits	4,443	-	9,000	1,000	11.1%	4,000
6510	Administrative Fees	41,382	49,351	47,000	60,000	127.7%	60,000
6520	Buy In Fee	85,335	54,254	55,000	45,000	81.8%	50,000
6530	Inspection Fees	4,482	8,348	6,000	1,500	25.0%	3,000
6540	Local Sewer Connection Fees	129,458	129,354	105,000	110,000	104.8%	110,000
6630	Sewer Replacement Revenue	286,764	317,722	330,000	400,000	121.2%	400,000
6650	Sewer Use Fees	4,327,084	4,846,122	5,519,250	6,000,000	108.7%	6,300,000
6670	Storm Drainage Facilities	4,871	6,660	4,000	5,000	125.0%	5,000
6690	Water Use Fees	21,038	-	45,000	45,000	100.0%	-
6999	Transfer in - 2010	-	21,964	4,000	4,000	100.0%	-
6999	Transfer in - 2510	-	21,964	4,000	4,000	100.0%	-
Total Revenues		5,139,423	5,513,085	6,376,250	6,679,500	104.8%	6,940,000
Code	Expenditure Classification	Actual Expense 2013-14	Actual Expense 2014-15	Amended Budget 2015-16	Estimated Expense 2015-16	% of Budget Expended	Adopted Budget 2016-17
Personnel Services							
7010	Salaries & Wages - Permanent	370,719	399,876	371,110	369,568	99.6%	385,248
7030	Salaries & Wages - Overtime	13,191	9,681	15,000	11,988	79.9%	15,000
7110	Cafeteria Benefits	74,563	79,251	74,104	62,683	84.6%	68,375
7120	Deferred Comp	1,647	3,106	3,085	3,265	105.8%	3,336
7140	RHS	-	(16)	1,802	1,751	97.2%	1,861
7150	Medicare	5,368	5,819	5,414	5,615	103.7%	5,586
7160	PERS	77,873	95,961	89,901	87,480	97.3%	90,303
7165	Auto Allowance	-	-	-	-	0.0%	-
Total Personnel		543,360	593,678	560,416	542,350	96.8%	569,709
Operations & Maintenance							
7180	Uniforms	2,645	2,195	3,000	4,000	133.3%	4,000
7185	Pension Expense - GASB 68	-	(16,337)	-	-	0.0%	-
7207	Banking Fees - Check 21	913	1,071	1,100	1,100	100.0%	1,100
7223	Disposal	1,218	1,415	1,200	1,650	137.5%	1,800
7229	Education & Training	736	591	700	900	128.6%	3,700
7241	Meetings & Conferences	228	85	100	1,000	1000.0%	175
7247	Memberships & Dues	2,139	2,545	2,380	2,000	84.0%	2,050
7253	Mileage	-	2,417	2,300	1,594	69.3%	100
7259	Miscellaneous	88	38	500	300	60.0%	500
7265	Office Supplies	257	169	400	400	100.0%	300
7277	Printing	164	50	2,100	2,100	100.0%	2,100
7295	0109 Utilities phones/ cell phones	5,906	7,018	5,400	7,000	129.6%	7,000
7295	0847 Utilities Electricity usage	57,841	62,181	60,000	62,000	103.3%	62,000
7295	0848 Utilities Natural gas usage	589	701	500	1,200	240.0%	1,000
7295	0849 Utilities Water usage	4,644	4,737	4,000	5,400	135.0%	5,000
7312	Bad Debt	73,973	10,271	-	4,116	0.0%	23,800
7345	Prior Period Adjustment	-	470,984	-	-	0.0%	-
7360	Safety & Security	290	293	400	250	62.5%	350
7655	Building Maintenance	1,662	4,006	5,000	5,000	100.0%	5,000
7755	Grounds Maintenance	305	851	550	600	109.1%	600
7942	System Maintenance	101,020	63,254	72,800	75,000	103.0%	75,000
7949	Sewage Treatment	1,526,636	1,667,281	1,477,500	1,600,000	108.3%	2,100,000
7970	Small Tools	862	969	750	750	100.0%	750
8908	ACS	43,383	48,725	39,000	50,000	128.2%	50,000
8940	Contracted Services	43,206	38,080	22,000	22,000	100.0%	20,000

Code	Expenditure Classification	Actual Expense 2013-14	Actual Expense 2014-15	Amended Budget 2015-16	Estimated Expense 2015-16	% of Budget Expended	Adopted Budget 2016-17
8964	Engineering Contractor	7,276	2,650	7,000	5,000	71.4%	6,000
9013	Communications Equip	-	-	300	-	0.0%	1,000
9026	Equipment Maintenance	574	1,603	2,500	2,000	80.0%	2,500
9052	Gasoline, Diesel & oil	36,607	21,070	27,000	20,000	74.1%	27,000
9065	Leased Equipment	327	186	350	500	142.9%	350
9078	Safety Equipment	1,318	1,325	500	250	50.0%	500
9091	Vehicle Maintenance	10,310	5,791	9,000	9,000	100.0%	9,000
9999	Transfer out - General Fund	1,563,943	1,707,400	1,896,510	1,896,510	100.0%	1,855,799
	<b>Total Operations &amp; Maint</b>	<b>3,489,060</b>	<b>4,113,614</b>	<b>3,644,840</b>	<b>3,781,620</b>	<b>103.8%</b>	<b>4,268,474</b>
	<b>Capital Expenditures</b>						
9750	Depreciation	1,776,871	1,787,182	1,781,979	1,781,979	100.0%	1,787,182
9820	Bond Issue Costs	-	-	-	-	0.0%	-
9120	Capital Outlay	-	-	30,000	30,000	100.0%	-
9300	Capital Projects	-	-	100,000	100,000	100.0%	230,000
9840	Principle	120,000	130,000	140,000	-	0.0%	-
9860	Interest Expense	189,725	129,370	90,205	-	0.0%	-
	<b>Total Capital Expenditures</b>	<b>2,086,596</b>	<b>2,046,553</b>	<b>2,142,184</b>	<b>1,911,979</b>	<b>89.3%</b>	<b>2,017,182</b>
	<b>Total Expenditures</b>	<b>6,119,015</b>	<b>6,753,845</b>	<b>6,347,440</b>	<b>6,235,949</b>	<b>98.2%</b>	<b>6,855,365</b>
	<b>ENDING FUND BALANCE</b>	<b>38,031,904</b>	<b>36,791,144</b>	<b>36,819,954</b>	<b>37,234,695</b>	<b>101.1%</b>	<b>37,319,330</b>
	<b>Less Capital Assets</b>	<b>32,579,259</b>	<b>31,762,275</b>	<b>30,110,296</b>	<b>28,458,317</b>	<b>94.5%</b>	<b>26,901,135</b>
	<b>TOTAL FUND BALANCE LESS CAPITAL ASSETS</b>	<b>5,452,645</b>	<b>5,028,869</b>	<b>6,709,658</b>	<b>8,776,379</b>	<b>130.8%</b>	<b>10,418,196</b>

<b>Personnel Schedule</b>	<b>Actual 2013-14</b>	<b>Actual 2014-15</b>	<b>Actual 2015-16</b>	<b>Adopted 2016-17</b>
<b>Full Time:</b>				
Public Works Director	0.00	0.34	0.34	0.34
Public Works Manager	0.50	0.33	0.33	0.33
Public Works Supervisor	0.50	0.00	0.00	1.00
Public Services Technician	1.00	1.00	1.00	1.00
Senior Maintenance Worker	1.00	1.00	1.00	0.50
Maintenance Worker II	1.50	1.50	1.50	2.00
Maintenance Worker I	2.00	2.00	2.00	1.00
<b>Total FTE's:</b>	<b>6.50</b>	<b>6.17</b>	<b>6.17</b>	<b>6.17</b>

# WASTE MANAGEMENT FUND

TOTAL BUDGET – \$12,604,383

The Waste Management Fund subsidizes costs to provide trash services to commercial and residential customers utilizing charges associated with solid waste collection. The Council, in approving a Solid Waste Disposal agreement with the County, 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. The Waste Management Fund is also used to offset the operating costs associated with the Material Recycling Facility (MRF) which is jointly owned by the Town and the City of Victorville. Continuing with the direction of Town Council to obtain voluntary involvement from the business community in recycling efforts, staff has implemented a comprehensive educational program for commercial recycling. The Environmental and Transit Services Department offers free “waste audits” to businesses to identify potential opportunities to recycle and save money. Staff with the assistance of Burrtec Waste and Recycling Services actively promotes the availability of this service to the business community. Implementation of the programs within the Waste Management Fund is in line with the Town’s Vision 2020 goals to Promote Partnerships (Vision 7) and to provide Revenue Generation (Vision 8).



WASTE MANAGEMENT FUND (5510-7510/4460)							
Code	Revenue Classification	Actual Revenue 2013-14	Actual Revenue 2014-15	Amended Budget 2015-16	Estimated Revenue 2015-16	% of Budget Received	Adopted Budget 2016-17
BEGINNING FUND BALANCE		4,153,963	4,135,376	3,199,661	3,199,661		2,108,701
4165	Misc Penalties, Fines	54,731	49,938	25,000	25,000	100.0%	25,000
4179-4951	Recycling Revenue	29,650	37,451	28,000	28,000	100.0%	36,000
4181	Refunds, Reimb, Rebates	-	-	1,500	1,500	100.0%	1,500
4255	Interest Earnings	17,979	24,886	15,000	15,000	100.0%	15,000
6510	Administration Fees	1,395,565	2,062,677	1,486,400	1,486,400	100.0%	1,486,400
6710	Landfill Fees	2,872,900	2,894,204	2,896,900	2,896,900	100.0%	2,896,900
6720	MRF Operations	107,873	0	250,000	250,000	100.0%	250,000
6730	Waste Disposal Agmt Article 19	14,288	0	57,800	57,800	100.0%	57,800
6750	State Recycling Fees	1,308,572	1,323,163	1,332,100	1,332,100	100.0%	1,332,100
6770	Trash Collection Fees	4,235,772	4,434,755	5,400,000	5,400,000	100.0%	5,400,000
6780	Trash Liens	-	24,853				
6924-4951	Oil Payment Program - State	20,070	19,714	20,000	20,000	100.0%	19,000
Total Revenues		10,057,401	10,871,640	11,512,700	11,512,700	100.0%	11,519,700
Code	Expenditure Classification	Actual Expense 2013-14	Actual Expense 2014-15	Amended Budget 2015-16	Estimated Expense 2015-16	% of Budget Expended	Adopted Budget 2016-17
Personnel Services 5510-7510							
7010	Salaries	87,936	86,989	94,642	94,642	100.0%	97,287
7020	Salaries Part-Time	2,439	5,429	-	-		
7030	Overtime	55	41	-	-		
7110	Cafeteria Benefits	14,185	13,238	14,148	14,148	100.0%	15,822
7120	Deferred Comp	1,435	1,511	1,623	1,623	100.0%	1,663
7140	RHS	-	-	473	473		486
7150	Medicare	1,346	1,394	1,372	1,372	100.0%	1,411
7160	PERS	18,912	15,292	15,632	15,632	100.0%	16,883
Total Personnel		126,307	123,894	127,890	127,890		133,553
Operations & Maintenance							
7185	Pension Expense - GASB 68	-	(2,917)	-		0.0%	
7205-4951	Advertising	412	-	600	600	100.0%	600
7207	Banking Fees - Check 21	2,229	2,300	2,800	2,800	100.0%	2,800
7229-4951	Education & Training	202	44	400	400	100.0%	-
7241-4951	Meetings & Conferences	598	1,943	2,500	2,500	100.0%	-
7247-4951	Membership & Dues	225	230	500	500	100.0%	-
7253-4951	Mileage	740	1,357	1,500	1,500	100.0%	1,500
7259-4951	Miscellaneous	108	-	200	200	100.0%	200
7277-4951	Printing	42	42	500	500	100.0%	250
7312	Bad Debt	168,277	13,321				
7345	Prior Period Adjustment	-	84,104	-		0.0%	
7350-4951	Public Information	-	-	700	700	100.0%	700
8908	ACS Computer Services	111,341	122,778	125,000	125,000	100.0%	125,000
8924	AVCO Disposal	5,266,945	5,608,860	5,900,000	5,900,000	100.0%	5,900,000
8940	Contract Services	11,436	29,614	10,000	16,712	167.1%	22,000
8952	County Solid Waste	1,400,151	1,462,601	1,500,000	1,500,000	100.0%	1,575,000
8970	HH Hazardous Waste-Recycling	-	31				
8970-4951	Household Hazardous Waste	80,107	3,061	20,000	20,000	100.0%	17,000
8971-4951	Household Hazardous Waste-Co Fire		79,052	80,000	80,000	100.0%	80,000
8976	MRF Operations/Admin	-	224,789		67,616		250,000
8980	Organic Recycling	9,864	13,040	13,000	13,000	100.0%	13,000
8984	Solid Waste JPA	31,704	28,935	50,000	50,000	100.0%	50,000
Total Operations & Maint		7,084,381	7,673,185	7,707,700	7,782,028	101.0%	8,038,050

Code	Expenditure Classification	Actual Expense 2013-14	Actual Expense 2014-15	Amended Budget 2015-16	Estimated Expense 2015-16	% of Budget Expended	Adopted Budget 2016-17
<b>Household Hazardous Waste - Used Oil (5510-4460)</b>							
7010-4951	Salaries Regular	896	418	1,500	1,500	100.0%	1,000
7020-4951	Salaries Part-Time	11,329	11,575	14,316	14,316	100.0%	14,184
7030-4951	Overtime	377	351	1,500	1,500	100.0%	500
7150-4951	Medicare	180	177	208	208	100.0%	206
7160-4951	PERS	194	122	-	-		
7241-4951	Meetings and Conferences	35	20	1,000	1,000	100.0%	1,620
7253-4951	Mileage Exp/Allowance	103	297	500	500	100.0%	500
8970-4951	Household Hazardous Waste	2,273	-	2,000	2,000	100.0%	1,000
<b>Total HHW - Used Oil</b>		<b>15,387</b>	<b>12,961</b>	<b>21,024</b>	<b>21,024</b>	<b>100.0%</b>	<b>19,010</b>
<b>Debt Service</b>							
9309	Change in Investment in Joint Venture	67,561	67,561	67,561	67,561	100.0%	67,561
9840	Debt Service - MRF	202,646	209,853	377,000	377,000	100.0%	210,000
9860	Interest Expense	91,205	74,976	109,000	109,000	100.0%	53,000
<b>Total Debt Service</b>		<b>361,412</b>	<b>352,390</b>	<b>553,561</b>	<b>553,561</b>	<b>100.0%</b>	<b>330,561</b>
<b>Transfers</b>							
9610	Transfer - 1001 (Franchise Fee)	690,504	1,708,966	2,006,900	2,006,900	100.0%	2,006,900
9999	Transfer out - General Fund	1,797,996	1,935,959	2,112,257	2,112,257	100.0%	2,076,309
<b>Total Transfers</b>		<b>2,488,500</b>	<b>3,644,925</b>	<b>4,119,157</b>	<b>4,119,157</b>	<b>100.0%</b>	<b>4,083,209</b>
<b>Total Expenditures</b>		<b>10,075,987</b>	<b>11,807,356</b>	<b>12,529,332</b>	<b>12,603,660</b>	<b>100.6%</b>	<b>12,604,383</b>
<b>ENDING FUND BALANCE</b>		<b>4,135,376</b>	<b>3,199,661</b>	<b>2,183,029</b>	<b>2,108,701</b>	<b>96.6%</b>	<b>1,024,018</b>

<u>Personnel Schedule</u>	<u>Actual 2013-14</u>	<u>Actual 2014-15</u>	<u>Actual 2015-16</u>	<u>Adopted 2016-17</u>
<b>Full Time:</b>				
Environmental&Transit Services Man	0.00	0.50	0.50	0.50
Special Projects Manager	0.50	0.00	0.00	
Account Clerk II	0.00	0.00	1.00	1.00
Customer Service Representative	1.00	1.00	0.00	
<b>Part Time:</b>				
HHW Operator (P/T)	0.56	0.56	0.56	0.56
<b>Total FTE's:</b>	<b>2.06</b>	<b>2.06</b>	<b>2.06</b>	<b>2.06</b>



# GOLF COURSE ENTERPRISE FUND

TOTAL BUDGET - \$ 1,070,019

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 2013-14	Actual Revenue 2014-15	Amended Budget 2015-16	Estimated Revenue 2015-16	% of Budget Received	Adopted Budget 2016-17
	BEGINNING FUND BALANCE	(1,709,130)	(1,847,399)	(2,141,752)	(2,141,752)		(2,072,121)
4170	Other Revenue Sources	-	-	-	254,000	0.0%	-
4181	Refunds, Reimb & Rebates	1,310	-	-	-		-
4184	Cash over/short	(419)	(69)	-	-		-
5700	Cell Tower Rents	-	6,620	27,000	27,000	0.0%	20,000
6420	Green Fees	658,012	621,395	685,000	685,000	100.0%	625,000
6485	SGM Food & Beverage 2%	-	8,479	6,500	6,500		3,100
6490	Other Golf Course Revenue	1,834	-	-	-		-
6999	Transfer - 1001	333,892	266,333	349,968	349,968	100.0%	422,019
	<b>Total Revenues</b>	<b>994,629</b>	<b>902,758</b>	<b>1,068,468</b>	<b>1,322,468</b>	<b>123.8%</b>	<b>1,070,119</b>
Code	Expenditure Classification	Actual Expense 2013-14	Actual Expense 2014-15	Amended Budget 2015-16	Estimated Expense 2015-16	% of Budget Expended	Adopted Budget 2016-17
0000	Non-departmental						
7180	Uniform Expense	-	-	-	-		-
7205	Advertising-Marketing	-	159	54,000	54,000	100.0%	54,000
7217	Credit Card Costs	10,116	10,685	11,000	11,000	100.0%	11,000
7235	Insurance	-	-	-	-		-
7241	Meetings & Conferences	43	-	-	-		-
7253	Mileage Exp/Allowance	-	-	-	-		-
7259	Miscellaneous Costs	203	2,977	750	750	100.0%	750
7277	Printing	-	-	500	500	100.0%	500
7295-0849	Utilities: Water Usage	385	677	100	100	100.0%	100
7311	AVGC Charges	-	-	-	-		-
7324	Gift Certificates	(3,277)	316	-	-		-
7330	Hardware/Software Supplies/Exp	270	36	100	100		100
7332	Management Fee	72,000	96,000	96,000	96,000	100.0%	96,000
7360	Safety & Security	-	-	100	100		100
8940	Contract Services	3,884	2,672	500	7,100	1420.0%	500
8972-0402	Legal-BB&K	12,729	-	-	-		-
9065	Leased Equipment	2,054	2,205	-	2,100		-
9750	Depreciation	16,162	16,232	16,162	16,162	100.0%	16,232
9860	Interest Expense	6,158	15,969	-	-		-
	<b>Sub-Total Non-departmental</b>	<b>120,727</b>	<b>147,927</b>	<b>179,212</b>	<b>187,912</b>	<b>104.9%</b>	<b>179,282</b>
7700	Golf Club - Administrative						
7205	Advertising-Marketing	-	90	-	3,500	#DIV/0!	-
7247	Membership & Dues	50	90	100	100	100.0%	-
7253	Mileage Exp/Allowance	-	-	-	-	0.0%	-
7259	Miscellaneous Costs	23	553	100	100	100.0%	100
7265	Office Supplies/Expense	571	701	600	600	100.0%	600
7271	Postage	28	-	100	100	100.0%	100

Code	Expenditure Classification	Actual Expense 2013-14	Actual Expense 2014-15	Amended Budget 2015-16	Estimated Expense 2015-16	% of Budget Expended	Adopted Budget 2016-17
7277	Printing	-	-	75	75	100.0%	75
7295-0109	Utilities:Phone,Internet,Cell Phones	3,654	4,246	6,000	6,000	100.0%	6,000
7331	License & Fees	-	-	500	500	100.0%	500
7655	Building Maintenance	2,277	194	2,500	2,500	100.0%	2,500
8940	Contract Services	141,962	131,852	126,000	126,000	100.0%	126,000
9065	Leased Equipment	-	-	-	-	0.0%	-
	<b>Sub-Total Golf Club - Administrative</b>	<b>148,565</b>	<b>137,726</b>	<b>135,975</b>	<b>139,475</b>	<b>102.6%</b>	<b>135,875</b>
7710	Golf Club - Food & Beverage						
7180	Uniform Expenses	106	-	-	-		-
7205	Advertising - Marketing	630	(280)	-	-		-
7223	Disposal Services	-	-	-	-		-
7259	Miscellaneous Costs	35	-	-	-		-
7295-0109	Utilities:Phone,Internet,Cell Phones	1,743	1,866	-	-		-
7323	Food and Beverage - Resale	24	-	-	-		-
7655	Building Maintenance	5,478	-	-	-		-
8940	Contract Services	346	-	-	-		-
9065	Leased Equipment	-	-	-	-		-
	<b>Sub-Total Golf Club -Food &amp; Beverage</b>	<b>8,362</b>	<b>1,586</b>	<b>-</b>	<b>-</b>		<b>-</b>
7712	Golf Club - Cart Barn						
7360	Safety & Security	-	211	-	-		-
7655	Building Maintenance	335	-	3,000	3,000	100.0%	3,000
8940	Contract Services	24,661	27,297	25,000	25,000		25,000
9026	Equipment Maintenance	56	3	-	-	0.0%	-
9065	Leased Equipment	73,824	74,693	69,000	69,000	100.0%	69,000
9140	Vehicle & Equipment Replacement	1,620	-	500	500	100.0%	500
	<b>Sub-Total Golf Club - Cart Barn</b>	<b>100,496</b>	<b>102,204</b>	<b>97,500</b>	<b>97,500</b>	<b>100.0%</b>	<b>97,500</b>
7714	Golf Club - Golf Course Grounds						
7180	Uniform Expense	5,969	6,311	6,000	6,000	100.0%	6,000
7223	Disposal Services	557	3,404	600	600	100.0%	600
7241	Meetings & Conferences	-	-	-	-		-
7253	Mileage Exp/Allowance	-	-	-	-		-
7259	Miscellaneous Costs	-	67	500	500	100.0%	500
7271	Postage	-	-	-	-		-
7295-0109	Utilities:Phone,Internet,Cell Phones	1,596	645	1,200	1,200	100.0%	1,200
7295-0847	Utilities: Electricity Usage	53,546	52,519	54,000	54,000	100.0%	54,000
7295-0849	Utilities: Water Usage	154,050	171,000	25,000	115,000	460.0%	25,000
7331	License & Fees	1,210	799	750	750	100.0%	750
7353	Range Supplies	3,531	3,975	3,500	3,500	100.0%	3,500
7360	Safety & Security	176	1,099	175	1,300	742.9%	175
7655	Building Maintenance	1,803	364	1,500	1,500	100.0%	1,500
7755	Grounds Maintenance	64,325	51,920	65,000	65,000	100.0%	65,000
7970	Small Tools	306	19	500	500	100.0%	500
8940	Contract Services	183,608	198,627	198,000	198,000	100.0%	198,000
9026	Equipment Maintenance	24,068	21,844	24,000	24,000	100.0%	24,000
9052	Gasoline, Diesel, Oil	18,781	18,714	19,250	19,250	100.0%	19,250
9065	Leased Equipment	1,404	9,126	100,000	100,000	100.0%	100,000
9078	Safety & Security	231	-	200	200	100.0%	200
9091	Vehicle Maintenance	-	-	-	-		-
9300	Capital Projects	-	130,189	-	76,368	#DIV/0!	-
	<b>Sub-Total Golf Course Grounds</b>	<b>515,158</b>	<b>670,621</b>	<b>500,175</b>	<b>667,668</b>	<b>133.5%</b>	<b>500,175</b>

Code	Expenditure Classification	Actual Expense 2013-14	Actual Expense 2014-15	Amended Budget 2015-16	Estimated Expense 2015-16	% of Budget Expended	Adopted Budget 2016-17
7716	Golf Club - Golf Course Facilities						
7010	Salaries Regular	1,700	1,565	1,743	1,743	100.0%	2,756
7030	Overtime	19	1	-	-		-
7110	Cafeteria and other Benefits	283	285	282	282	100.0%	530
7140	RHS	-	-	9	9		14
7150	Medicare	26	23	25	25	100.0%	40
7160	PERS	355	341	422	422	100.0%	707
7180	Uniform Expense	7	-	-	-		15
7223	Disposal Services	3,266	3,337	3,500	3,500	100.0%	3,500
7295-0847	Utilities: Electricity Usage	47,495	55,257	48,500	48,500	100.0%	48,500
7295-0848	Utilities: Natural Gas Usage	12,752	10,624	13,000	13,000	100.0%	13,000
7295-0849	Utilities: Water Usage	324	111	1,900	1,900	100.0%	1,900
7360	Safety & Security	2,193	719	2,200	2,200	100.0%	2,200
7383	Vandalism Repairs	43	-	-	-		-
7655	Building Maintenance	88,731	25,269	15,000	15,000	100.0%	15,000
8940	Contract Services	15,898	(12,802)	-	-		-
	<b>Sub-Total Golf Course Facilities</b>	<b>173,092</b>	<b>84,731</b>	<b>86,581</b>	<b>86,581</b>	<b>100.0%</b>	<b>88,162</b>
7718	Golf Course - Parking Lot						
7755	Grounds Maintenance	802	126	-	-		-
	<b>Sub-Total Golf Course - Parking Lot</b>	<b>802</b>	<b>126</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>
7722	Golf Club - Pro Shop						
7180	Uniform Expense	-	207	-	-		-
7205	Advertising-Marketing	3,227	1,321	3,500	8,177	233.6%	3,500
7265	Office Supplies/Expense	161	120	250	250	100.0%	250
7271	Postage	-	-	600	600	100.0%	600
7277	Printing	-	84	200	200	100.0%	200
7295-0109	Utilities:Phone,Internet,Cell Phones	455	404	475	475	100.0%	475
7331	License & Fees	-	140	-	-		-
7360	Safety & Security	574	29	-	-		-
7383	Vandalism Repairs	359	-	-	-		-
7655	Building Maintenance	5,336	3,746	5,500	5,500	100.0%	5,500
8940	Contract Services	54,354	45,733	58,000	58,000	100.0%	58,000
	<b>Sub-Total Golf Club - Pro Shop</b>	<b>64,466</b>	<b>51,784</b>	<b>68,525</b>	<b>73,202</b>	<b>106.8%</b>	<b>68,525</b>
7726	Golf Club - Tennis Court						
7259	Miscellaneous Costs	-	-	-	-		-
7295-0109	Utilities:Phone,Internet,Cell Phones	455	404	500	500	100.0%	500
7770	Sports Fields Light Maintenance	774	-	-	-		-
	<b>Sub-Total Golf Club - Tennis Court</b>	<b>1,229</b>	<b>404</b>	<b>500</b>	<b>500</b>	<b>100.0%</b>	<b>500</b>
	<b>Total Expenditures</b>	<b>1,132,898</b>	<b>1,197,111</b>	<b>1,068,468</b>	<b>1,252,838</b>	<b>117.3%</b>	<b>1,070,019</b>
	<b>ENDING FUND BALANCE</b>	<b>(1,847,399)</b>	<b>(2,141,752)</b>	<b>(2,141,752)</b>	<b>(2,072,121)</b>	<b>96.7%</b>	<b>(2,072,021)</b>
	<b>Less Capital Assets</b>	<b>1,473,671</b>	<b>1,482,440</b>	<b>1,466,278</b>	<b>1,450,116</b>		<b>1,433,884</b>
	<b>TOTAL FUND BALANCE LESS CAPITAL ASSETS</b>	<b>(3,321,070)</b>	<b>(3,624,192)</b>	<b>(3,608,030)</b>	<b>(3,522,237)</b>	<b>97.6%</b>	<b>(3,505,905)</b>

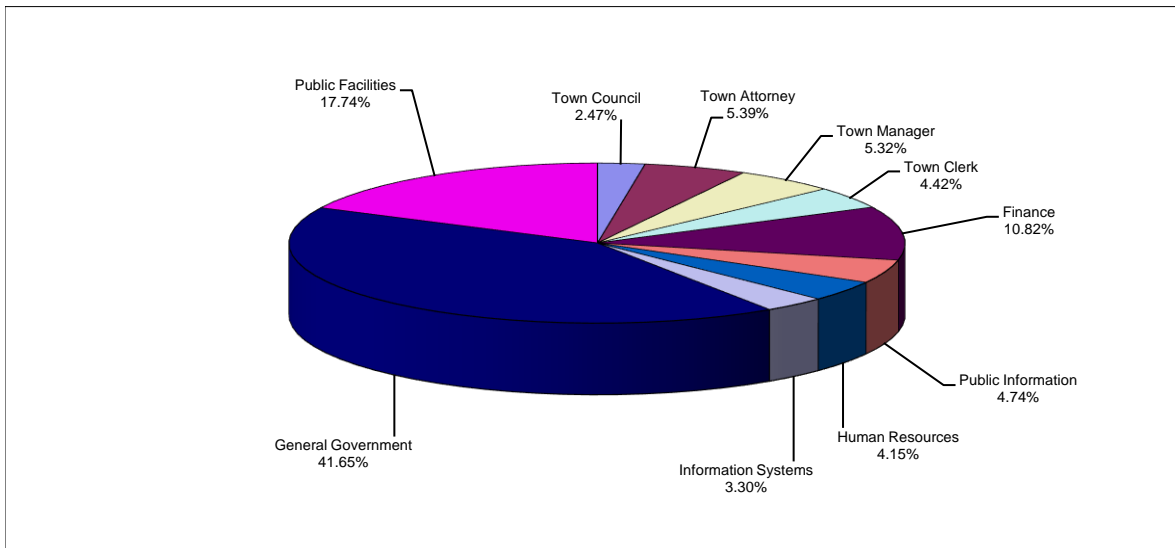
<u>Personnel Schedule</u>	<u>Actual 2013-14</u>	<u>Actual 2014-15</u>	<u>Actual 2015-16</u>	<u>Adopted 2016-17</u>
Sr. Maintenance Worker	0.02	0.02	0.02	0.02
Maintenance Worker II	0.00	0.00	0.00	0.02
Maintenance Worker I	0.01	0.01	0.01	0.01
<b>Total FTE's:</b>	<b>0.03</b>	<b>0.03</b>	<b>0.03</b>	<b>0.05</b>



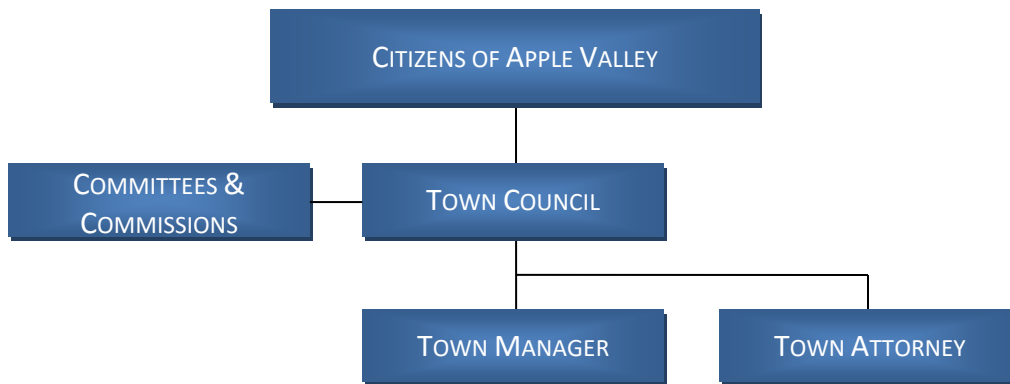
## 2016/17 General Government Appropriations

Town Council	\$279,961
Town Attorney	610,000
Town Manager	602,194
Town Clerk	499,843
Finance	1,223,766
Public Information	536,097
Human Resources	469,193
Information Systems	373,000
General Government	4,711,627
Public Facilities	2,007,658

Total-General Government	<u><u>\$11,313,339</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.

### 2015-16 HIGHLIGHTS

- Yucca Loma Bridge heavy construction completed; estimated opening date – Fall 2017
- Successful in securing federal grant funding towards the acquisition of the Town’s legendary “Hilltop House” property
- Participated in third multi-agency federal legislative advocacy collaboration
- Presented second annual Mayor’s Youth Leadership Summit
- Fifth consecutive year named “Best City to Live In” in Daily Press’ “Best of the Desert” poll
- Construction continues on VVWRA Subregional Wastewater Treatment Plant; will supply reclaimed water for park irrigation

- Participated on various regional boards/joint powers authorities/committees & commissions
- Presented Mayor’s State of the Town address
- Presented various 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
- Through policy leadership, Apple Valley continues to promote transparency in government, practice fiscal responsibility, provide vital services, and increase citizen satisfaction

## 2016-17 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> |
|--|--|

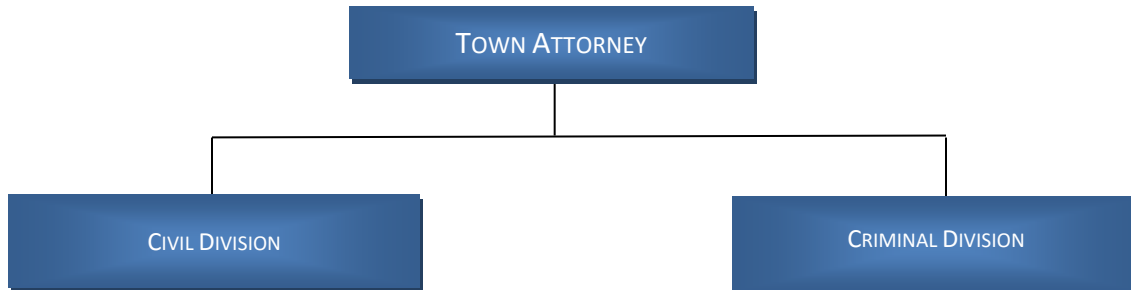
The Town Council continues to work towards creating opportunities for collaboration with other public agencies in the promotion of local economic development and also for the purpose of strengthening our legislative advocacy efforts in matters of local/regional significance.



<b>COUNCIL 1001-1010</b>							
<b>Code</b>	<b>Expenditure Classification</b>	<b>Actual Expense 2013-14</b>	<b>Actual Expense 2014-15</b>	<b>Amended Budget 2015-16</b>	<b>Estimated Expense 2015-16</b>	<b>% of Budget Expended</b>	<b>Adopted Budget 2016-17</b>
<b>Personnel Services</b>							
7020	Salaries & Wages, Part-time	49,016	48,885	56,160	48,660	86.6%	48,660
7110	Cafeteria Benefits	15,377	39,169	53,093	36,385	68.5%	53,072
7140	RHS	-	-	281	-	-	-
7150	Medicare	692	1,033	1,310	974	74.4%	1,201
7160	PERS	7,385	8,597	9,062	7,851	86.6%	8,263
7165	Auto Allowance	-	-	-	-	-	34,200
<b>Total Personnel</b>		<b>72,470</b>	<b>97,683</b>	<b>119,906</b>	<b>93,870</b>	<b>78.3%</b>	<b>145,396</b>
<b>Operations &amp; Maintenance</b>							
7241	Meetings & Conferences	35,157	52,718	28,000	36,362	129.9%	32,800
7247	Membership & dues	250	278	315	245	77.8%	300
7253	Mileage Exp/Allowance	10,321	34,371	34,565	31,350	90.7%	-
7259	Miscellaneous Costs	-	210	-	450	-	-
7265	Office Supplies	1,014	1,204	800	700	87.5%	800
7277	Printing	2,724	3,915	3,000	4,000	133.3%	4,000
7289	Subscriptions	-	-	150	-	0.0%	-
7295	Utilities: Phones	1,479	1,356	2,000	1,200	60.0%	1,500
7330	Hardware/Software Supplies/Exp	-	-	-	-	-	-
8940	Contracted Services	48,600	67,403	50,000	60,600	121.2%	60,600
<b>Total Operations &amp; Maint.</b>		<b>99,544</b>	<b>161,455</b>	<b>118,830</b>	<b>134,907</b>	<b>113.5%</b>	<b>100,000</b>
<b>Department Total</b>		<b>172,015</b>	<b>259,138</b>	<b>238,736</b>	<b>228,777</b>	<b>95.8%</b>	<b>245,396</b>

<b>Personnel Schedule</b>	<b>Actual 2013-14</b>	<b>Actual 2014-15</b>	<b>Actual 2015-16</b>	<b>Adopted 2016-17</b>
<b>Part Time:</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.

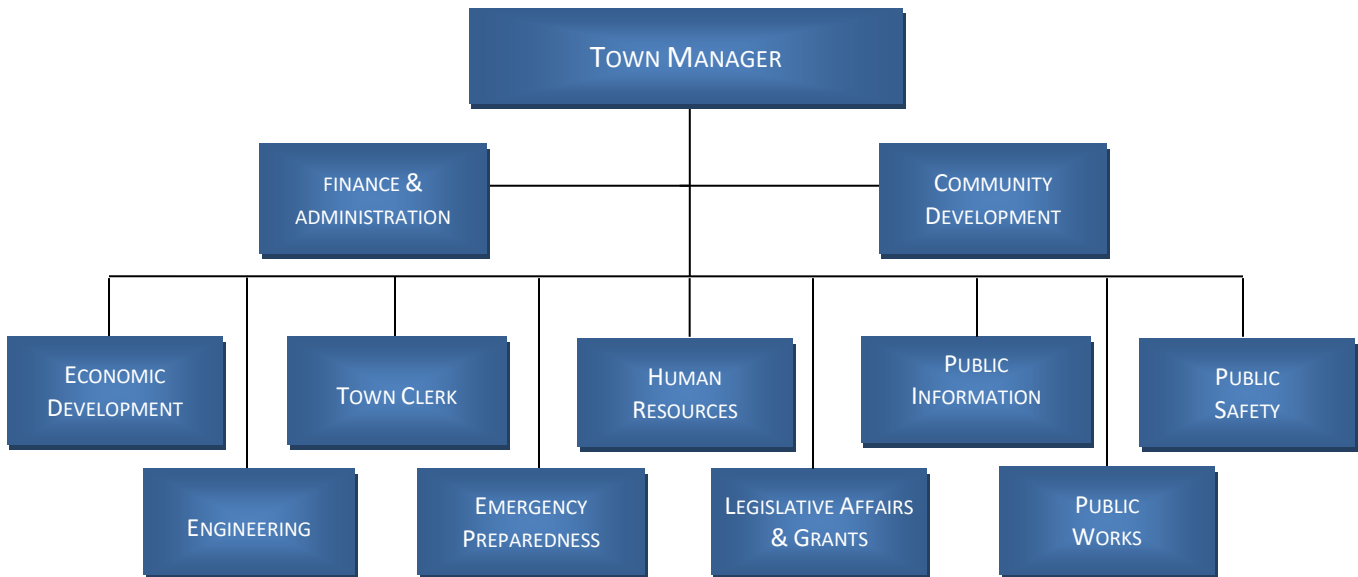
The **Civil Division** provides written and oral opinions to Town Council, the Town Manager, and the entire Town government on issues related to statutory compliance. The Civil Division serves as legal counsel to all of the Town’s boards and committees, including the Successor Agency to the former Town 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 2013-14</b>	<b>Actual Expense 2014-15</b>	<b>Amended Budget 2015-16</b>	<b>Estimated Expense 2015-16</b>	<b>% of Budget Expended</b>	<b>Adopted Budget 2016-17</b>
8972	Legal Services - General				-		
8972-0402	Best, Best & Krieger	591,877	854,540	556,000	605,000	108.8%	610,000
	<b>Total Operations &amp; Maintenance</b>	<b>591,877</b>	<b>854,540</b>	<b>556,000</b>	<b>605,000</b>	<b>108.8%</b>	<b>610,000</b>
	<b>Department Total</b>	<b>591,877</b>	<b>854,540</b>	<b>556,000</b>	<b>605,000</b>	<b>108.8%</b>	<b>610,000</b>

# TOWN MANAGER



## PROGRAM DESCRIPTION

The Town Manager serves as the Chief Executive Officer of the Town, Director of Economic Development and Emergency Operations Center Manager. 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.

## 2015-16 HIGHLIGHTS

- Secured third, \$75,000 County of San Bernardino Economic Development grant for continued funding of the High Desert region’s economic development collaboration known as “Opportunity High Desert” (OHD)
- Commenced the submission of several State and Federal competitive grant applications resulting in over \$2,436,594 in grant awards
- Secured the acquisition of the historic “Hilltop House” property for preservation and the future development of educational and recreational opportunities

- Completed agency succession planning effort resulting in subsequent reorganization of Town departments and divisions
- Successfully organized multi-agency legislative advocacy effort in Washington DC
- Participated in the first annual High Desert Leadership Academy mentorship program
- Continued to facilitate partnerships with member cities and towns within the League of California Cities
- Received the League of California Cities - Desert Mountain Division Larry Chimbole Lifetime Achievement award



## 2016-17 GOALS AND OBJECTIVES

Department Performance Measures – Town Manager	
Objective	Measurement
Continue to develop public agency partnerships and strengthen existing relationships to bolster legislative advocacy efforts and promote regional economic development	Organize and facilitate multi-agency legislative advocacy efforts in Sacramento and Washington DC; Continue to partner with public agencies in hosting informational seminars for the public
Continue to take an active role in the League of California Cities partnership for the promotion and preservation of local control	Attend Legislative Action Day; Develop matrix of legislative actions by the Town Council
Promote and implement cost-saving efficiency measures to further reduce operating expenses while exploring options to provide new revenue-generating services	Ongoing; Organize Council and Staff workshop to identify potential new revenue sources
Continue to support and promote educational opportunities in the High Desert	Ongoing
Continue to pursue Federal and State grant funding sources for transportation projects, community development and municipal service programs	Increase number of grant applications from previous fiscal year
Continue increasing community event donations and sponsorships to decrease General Fund subsidies	Ongoing

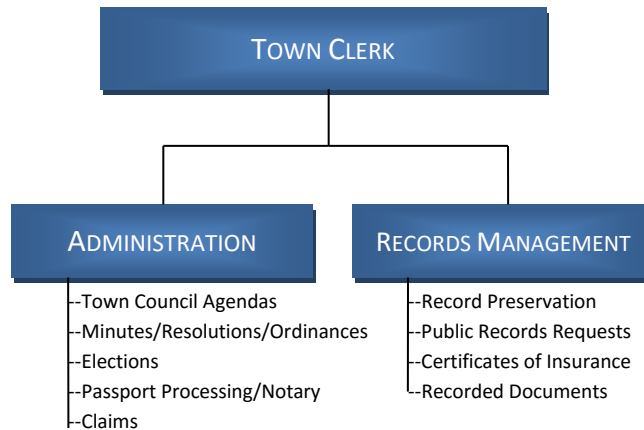




<b>TOWN MANAGER 1001-1030</b>							
<b>Code</b>	<b>Expenditure Classification</b>	<b>Actual Expense 2013-14</b>	<b>Actual Expense 2014-15</b>	<b>Amended Budget 2015-16</b>	<b>Estimated Expense 2015-16</b>	<b>% of Budget Expended</b>	<b>Adopted Budget 2016-17</b>
Personnel Services							
7010	Salaries & Wages	341,751	377,209	388,711	388,711	100%	400,621
7020	Salaries & Wages Part-Time	39	-	-	-	0%	-
7110	Cafeteria Benefits	28,150	34,502	32,133	32,133	100%	33,944
7120	Deferred Comp	14,360	20,393	15,829	15,829	100%	16,288
7140	RHS	-	-	1,944	1,944	100%	2,003
7150	Medicare	5,087	5,503	5,775	5,775	100%	5,948
7160	PERS	73,093	86,121	83,684	83,684	100%	90,872
7165	Auto Allowance	-	-	-	-	-	9,588
<b>Total Personnel</b>		<b>462,479</b>	<b>523,728</b>	<b>528,076</b>	<b>528,076</b>	<b>100%</b>	<b>559,264</b>
Operations & Maintenance							
7229	Education & Training	3,000	5,660	6,000	6,000	100%	3,000
7241	Meetings & Conferences	22,170	31,575	15,000	15,000	100%	20,000
7247	Memberships & Dues	4,285	2,708	1,500	1,820	121%	980
7253	Mileage	10,283	11,138	10,200	10,200	100%	500
7259	Miscellaneous Costs	-	192	-	755	-	-
7265	Office Supplies	364	255	250	250	100%	250
7277	Printing	159	42	100	100	100%	100
7289	Subscriptions	-	-	100	100	100%	100
8940	Contract Services	11,359	20,590	18,000	18,000	100%	18,000
<b>Total Operations &amp; Maint.</b>		<b>51,620</b>	<b>72,161</b>	<b>51,150</b>	<b>52,225</b>	<b>102%</b>	<b>42,930</b>
<b>Department Total</b>		<b>514,098</b>	<b>595,889</b>	<b>579,226</b>	<b>580,301</b>	<b>100%</b>	<b>602,194</b>

<b>Personnel Schedule</b>	<b>Actual 2013-14</b>	<b>Actual 2014-15</b>	<b>Actual 2015-16</b>	<b>Adopted 2016-17</b>
<b>Full Time:</b>				
Town Manager	1.00	1.00	0.94	0.94
Executive Secretary	0.50	0.50	1.00	1.00
Special Projects Manager	1.00	1.00	1.00	1.00
<b>Total FTE's:</b>	<b>2.50</b>	<b>2.50</b>	<b>2.94</b>	<b>2.94</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. In addition, Passport and Notary Services are provided to members of the public in an effort to enhance our community services to our residents. The Town Clerk's Office also offers extended passport hours to allow members of the community the ability to process their

passport applications after normal business hours. This service continues 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 Elections Office of the Registrar of Voters 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.

### **Records Management**

The Town Clerk is the custodian of all official Town records and all documents that certify Council actions are preserved and maintained in protective custody. The Town Clerk also maintains custody of deeds, agreements, contracts, annexations records, infrastructure documentation and other vital documents for the Town. 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 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.

## **2015-16 HIGHLIGHTS**

- All meetings/agendas were posted in a timely manner and in compliance with the Ralph M. Brown Act.
- Codified 100% of the Municipal Code within 30 days after adoption by the Town Council.
- Continued to enhance relationships with local high schools to provide assistance with area competitions for students.
- Purged scanned records that were destroyable per the Town approved Records Retention Schedule.
- Completed all records request in accordance with state law.
- Created a viewing station for members of the public to view records manually and electronically.

## **2016-17 GOALS AND OBJECTIVES**

- Prepare for successful Primary and General Elections in coordination with the San Bernardino County Elections Office.
- Upgrade Town Clerk's website to allow for electronic submittal of forms.
- Participate as Early Voting Site for upcoming Elections.
- Enhance usability of Records Management Program to quickly identify records stored in Records Center.
- Ensure that 90% of citizen's Records Requests are responded to within 5 working days or by the requested deadline.
- Increase the number of documents available for review on the Town of Apple Valley website.

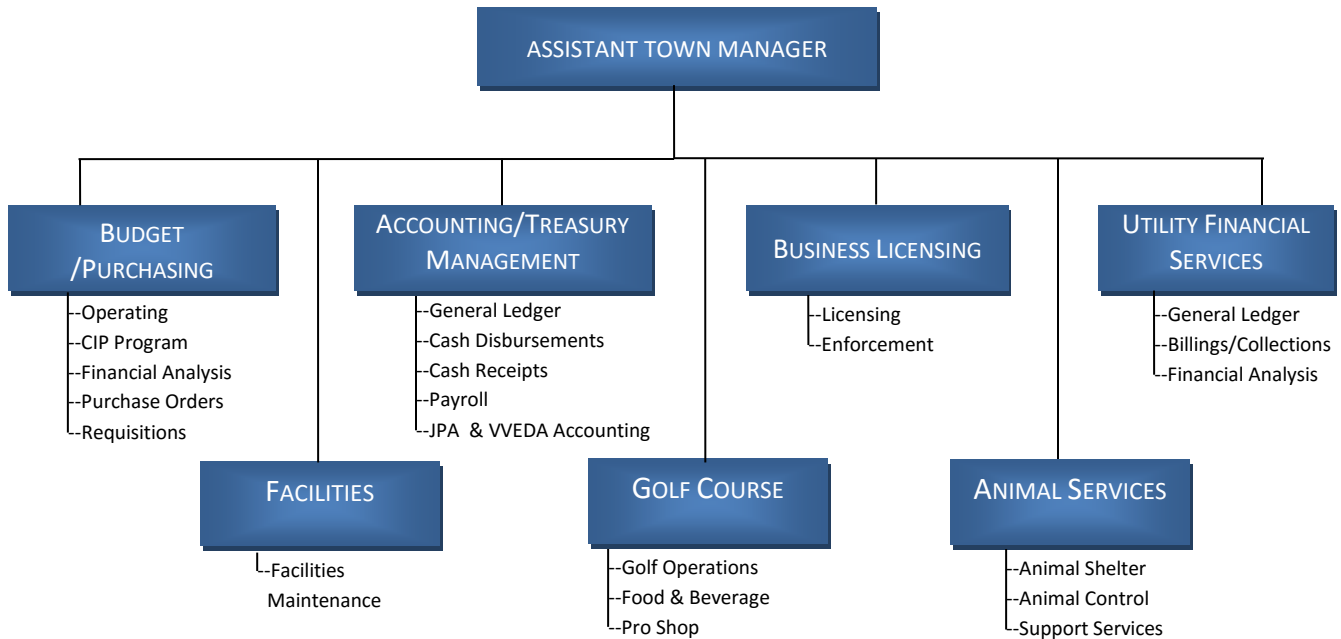
Department Performance Measures – Town Clerk		
	Actual FY 15-16	Goal FY 16-17
<b>Town Clerk</b>		
Paper records requests processed	355	300
Passports processed	1250	1300
<b>Records Management</b>		
Documents (pages) scanned	2,123,000	2,150,000
Files stored in tracking system	99,740	105,000



TOWN CLERK 1001-1060							
Code	Expenditure Classification	Actual Expense 2013-14	Actual Expense 2014-15	Amended Budget 2015-16	Estimated Expense 2015-16	% of Budget Expended	Adopted Budget 2016-17
Personnel Services							
7010	Salaries & Wages	266,154	274,217	280,211	280,211	100.0%	288,539
7110	Cafeteria Benefits	28,581	28,747	28,149	28,149	100.0%	28,167
7120	Deferred Compensation	9,825	10,134	9,674	9,674	100.0%	9,910
7140	RHS	-	-	1,347	1,347	100.0%	1,380
7150	Medicare	4,135	4,257	4,142	4,142	100.0%	4,279
7160	PERS	56,224	68,823	67,881	67,881	100.0%	73,602
7165	Auto Allowance	-	-	-	-		6,566
<b>Total Personnel</b>		<b>364,919</b>	<b>386,177</b>	<b>391,404</b>	<b>391,404</b>	<b>100.0%</b>	<b>412,443</b>
Operations & Maintenance							
7205	Advertising	5,119	1,953	4,000	5,500	137.5%	5,000
7229	Education & Training	8,071	10,872	7,250	7,000	96.6%	4,100
7241	Meetings & Conferences	3,235	2,313	3,860	3,800	98.4%	2,700
7247	Memberships & Dues	931	794	1,260	1,250	99.2%	1,000
7253	Mileage	5,837	6,778	7,500	7,500	100.0%	900
7265	Office Supplies	2,786	2,031	2,000	2,000	100.0%	2,500
7277	Printing	97	272	1,000	1,000	100.0%	1,000
7315	Election	186,449	17,380	-	(200)	0.0%	50,000
7330	Hardware/Software Supplies	100	9,586	700	3,000	428.6%	700
8940	Contract Services	8,425	11,700	16,000	16,000	100.0%	16,000
9065	Leased Equipment	2,922	2,417	3,000	3,500	116.7%	3,500
<b>Total Operations &amp; Maint.</b>		<b>223,971</b>	<b>66,097</b>	<b>46,570</b>	<b>50,350</b>	<b>108.1%</b>	<b>87,400</b>
<b>Department Total</b>		<b>588,891</b>	<b>452,274</b>	<b>437,974</b>	<b>441,754</b>	<b>100.9%</b>	<b>499,843</b>

<u>Personnel Schedule</u>	<u>Actual 2013-14</u>	<u>Actual 2014-15</u>	<u>Actual 2015-16</u>	<u>Adopted 2016-17</u>
<b>Full Time:</b>				
Town Clerk	1.00	1.00	0.96	0.96
Deputy Town Clerk	2.00	2.00	2.00	2.00
<b>Total FTE's:</b>	<b>3.00</b>	<b>3.00</b>	<b>2.96</b>	<b>2.96</b>

# FINANCE DEPARTMENT



## DEPARTMENT DESCRIPTION

The Finance departmental operations are part of the administrative operations reporting to the Assistant Town Manager responsible for Finance and Administration functions. The Finance 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 ten full-time staff members – two management and eight 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.

## 2016-17 PROGRAMMATIC CHANGES

The FY 16-17 adopted budget for the Finance Department is \$1,223,766, which reflects a 1.7 percent increase from the previous year primarily due to wage step increases, increased benefit costs and cost-sharing of the HR Payroll Coordinator with the Human Resources department.

## 2015-16 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 Officers Association (GFOA) for the thirteenth time for Fiscal Year 2015.
- Received the Distinguished Budget Presentation Award from the GFOA for the third time for Fiscal Year 2016.
- Received the Operating Budget Excellence Award from the CSMFO for the second time for Fiscal Year 2016.
- Continued reformatting the budget document to improve financial reporting practices and public disclosure of financial information.
- Implemented new accounting standards.
- Updated user Fee Schedule Book as part of a master resolution for Council adoption.

- Prepared two Recognized Obligation Payment Schedules for the RDA dissolution process.
- Prepared exhibits books and attended one "Meet and Confer" processes with the State Department of Finance
- Revised the Cash Management function and initiated reformatting of the Treasurer's Report.

## 2016-17 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 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 14-15	Goal FY 15-16	Est. FY 15-16	Goal FY16-17
Number of Audit Adjustments (Auditor Recommended)	0	0	0	0
Years Received GFOA CAFR Award	12	13	13	14
Years Received GFOA Distinguished Budget Award	2	3	3	4
Years Received CSMFO Operating Budget Excellence Award	1	2	2	3
Accuracy Forecasting Expenditures – General Fund	96%	98%	98%	98%
Accuracy Forecasting Revenues – General Fund	98%	98%	98%	98%
Average days to process purchase order (informal bids)	5	5	5	5
Town Budgeted Funds Monitored (Millions)	105.7	103.2	103.2	80.6
Number of budget adjustments processed	46	30	35	30
Accounts Payable Checks Issued	5,238	6,500	5,500	5,600
Number of payroll checks issued	3,971	4,300	4,100	4,100
Number of purchase orders issued	80	100	66	70
Number of contracts monitored	22	80	24	30
Number of business licenses processed	2,943	2,800	2,900	2,900
Number of accounts receivable invoices processed	129	80	120	125
Number of Utility invoices processed	142,650	149,000	143,690	144,000
Property Liens Processed	2,944	2,900	2,246	2,300
Property Liens Released	2,117	500	2,392	2,400
Refunds Issued	1,106	800	1,000	1,000





FINANCE 1001-1050							
Code	Expenditure Classification	Actual Expense 2013-14	Actual Expense 2014-15	Amended Budget 2015-16	Estimated Expense 2015-16	% of Budget Expended	Adopted Budget 2016-17
Personnel Services							
7010	Salaries & Wages	723,373	757,849	759,653	759,653	100.0%	783,690
7020	Salaries Part-Time	5,446	346	-	-	-	
7030	Salaries & Wages - Overtime	360	1,412	5,000	5,000	100.0%	5,000
7110	Cafeteria Benefits	95,698	97,650	94,669	94,669	100.0%	94,891
7120	Deferred Comp	17,380	18,370	17,969	17,969	100.0%	18,799
7140	RHS	-	-	3,734	3,734	100.0%	3,834
7150	Medicare	10,919	11,382	11,104	11,104	100.0%	11,453
7160	PERS	137,247	165,837	158,516	158,516	100.0%	146,543
7165	Auto Allowance	-	-	-	-		6,156
<b>Total Personnel</b>		<b>990,423</b>	<b>1,052,846</b>	<b>1,050,645</b>	<b>1,050,645</b>	<b>100.0%</b>	<b>1,070,366</b>
Operations & Maintenance							
7229	Education & Training	10,924	6,885	9,390	9,390	100.0%	9,400
7241	Meetings & Conferences	8,013	18,018	12,645	12,645	100.0%	6,500
7247	Memberships & Dues	3,430	4,088	4,135	4,135	100.0%	2,800
7253	Mileage	6,182	7,005	7,350	7,350	100.0%	1,200
7259	Miscellaneous	4,998	1,158	-	-	-	-
7265	Office Supplies	4,695	4,327	5,000	5,000	100.0%	5,000
7277	Printing	179	225	1,100	1,100	100.0%	1,100
7289	Subscriptions	100	-	-	-	-	-
7330	Hardware/Software Supplies	142	2,421	2,000	2,000	100.0%	2,000
7370	Special Dept Supplies	550	200	1,000	1,000	100.0%	1,000
8916	Audit	27,100	37,000	47,000	47,000	100.0%	47,000
8940	Contract Services	100,175	82,737	62,600	72,000	115.0%	77,400
<b>Total Operations &amp; Maint.</b>		<b>166,488</b>	<b>164,062</b>	<b>152,220</b>	<b>161,620</b>	<b>106.2%</b>	<b>153,400</b>
<b>Department Total</b>		<b>1,156,910</b>	<b>1,216,907</b>	<b>1,202,865</b>	<b>1,212,265</b>	<b>100.8%</b>	<b>1,223,766</b>

<b>Personnel Schedule</b>	<b>Actual 2013-14</b>	<b>Actual 2014-15</b>	<b>Actual 2015-16</b>	<b>Adopted 2016-17</b>
<b>Full Time:</b>				
Assistant Town Manager	1.00	1.00	0.90	0.90
Assistant Director of Finance	1.00	1.00	0.88	0.88
Senior Accountant	1.00	1.00	0.98	0.98
Accountant I	1.00	1.00	0.92	0.92
HR Payroll Coordinator	0.50	0.50	0.48	0.48
Account Clerk II	2.00	2.00	3.00	3.00
Executive Secretary	1.00	1.00	0.98	0.98
Office Assistant	1.00	1.00	1.00	1.00
Customer Service Representative	1.00	1.00	0.00	0.00
<b>Total FTE's:</b>	<b>9.50</b>	<b>9.50</b>	<b>9.14</b>	<b>9.14</b>

# PUBLIC INFORMATION



## DEPARTMENT DESCRIPTION

In support of Vision 2020 Goals 1 (Public Safety), 2, (Infrastructure) 4 (Transportation) and 5 (Parks and Recreation), this department promotes awareness and understanding of multiple Town programs and services. Primary roles: Oversee external and internal communication programs (Goal 6 – Quality Staff); 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 departments as needed; produce original videos for the Town video channel; prepare speeches and presentations; oversee content management of public website and employee intranet; develop, implement and manage social media outlets; special projects including Adopt-A-Street/Trail, volunteer recognition, capital project ground-breakings, programs and facility tours; manage robust advertising schedule for public information and special events; provide advertising assistance across all departments. The Marketing and Public Affairs Officer serves as staff liaison to the Historical Advisory Committee and per Vision 2020 Goal 3, supports the Town's marketing efforts relative to Economic Development. The Department also includes the Event Coordinator (funded partially through Parks & Recreation) who organizes employee and public special events, in support of Vision 2020 Core Value – Sense of Community and Civic Pride. The department has the executive management role for the Apple Valley Community Resources Foundation and conducts annual fundraising drives, in support of Vision 2020 Goal 8, Revenue Generation.

## 2016-17 PROGRAMMATIC CHANGES

**Events:** The Sunset Concert Series remains at seven nights. The live theater performance took a hiatus for 2016 as we shift focus to a capital campaign for amphitheater improvements. A primary department focus continues to be on partnerships, to find private dollars to recover the costs of special events. **Public Information:** Focus will continue 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. **Public Affairs:** In late 2015 we entered into a contract to provide marketing support services to The Village of Apple Valley. The cost is borne by the price of the contract, and the work dovetails with our own expanded Shop Apple Valley efforts.

## 2015-16 HIGHLIGHTS

- Launched redesigned and upgraded Town website.
- Special Events staff presented 30 public events and presented or assisted with many employee events.
- Grew our social media outreach by 109% from Jan – Dec 2015 (total across all platforms – 31,554).
- Top ten Facebook posts reached over 122,000 people.
- Placed 40 print, radio and online ad campaigns for various programs and services.
- SAVE Campaign raised \$70,000 plus in-kind donations valued at \$45,000, to reduce and recover costs associated with special events.
- Managed “H2Ours” outreach campaign for water system acquisition, reaching 70% approval rating in citizen surveys.
- Published four Our Town community newsletters, and two special edition H2Ours newsletters.

- Two clean up days resulted in removal of 71 tons of trash/recyclables.
- Entered into contract with The Apple Valley Village to provide marketing services.

## 2016-17 GOALS AND OBJECTIVES

- Launch capital campaign for amphitheater improvements.
- Implement PEG channel programming.
- Make use of new live video opportunities such as Periscope and Facebook Live.
- Implement interdepartmental training for staff involved in marketing efforts in their departments.
- Post on average one new YouTube video per month, as a means of promoting Town programs and services.
- Continue to increase sponsorship of Town events and programs, with a goal of 60% cost recovery for special events.
- Expand opportunities for citizen engagement through online collaboration tools and e-news.

Department Performance Measures – Public Information				
	Actual FY 14-15	Goal FY 15-16	Estimated FY 15-16	Goal FY 16-17
<b>Public Information</b>				
Percentage of news releases printed in non-town sources	95%	100%	92%	100%
News releases issued	50	N/A	80	N/A
Social media followers (all platforms)	15,095	17,500	35,000	40,000
Print/Radio ad campaigns	30	N/A	40	N/A
Videos produced	12	18	28	18
<b>Events</b>				
Total attendance	35,000	35,000	39,000	39,000
Sponsor money raised (S.A.V.E.)	\$70,000	\$80,000	\$70,000	\$90,000
In-kind sponsor value	\$32,000	\$40,000	\$45,000	\$40,000

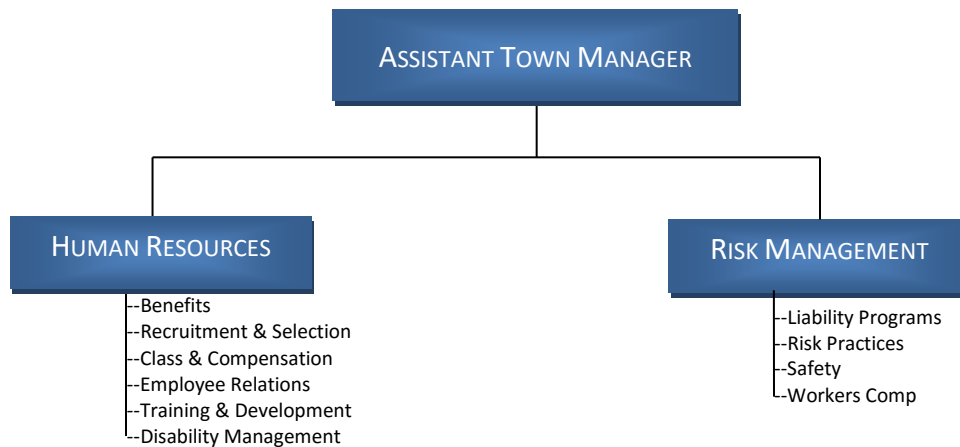


**PUBLIC INFORMATION 1001-1070**

<b>Code</b>	<b>Expenditure Classification</b>	<b>Actual Expense 2013-14</b>	<b>Actual Expense 2014-15</b>	<b>Amended Budget 2015-16</b>	<b>Estimated Expense 2015-16</b>	<b>% of Budget Expended</b>	<b>Adopted Budget 2016-17</b>
<b>Personnel Services</b>							
7010	Salaries & Wages	240,127	261,395	276,496	282,360	102.1%	291,501
7025	Part-Time Sick Leave	-	-	-	360	0.0%	-
7030	Salaries, over-time	396	509	-	400	0.0%	-
7110	Cafeteria Benefits	34,495	35,150	34,746	34,776	100.1%	34,776
7120	Deferred Comp	5,323	5,806	5,627	5,627	100.0%	6,006
7140	RHS	-	-	1,352	1,352		1,406
7150	Medicare	3,641	3,950	4,103	4,103	100.0%	4,321
7160	PERS	51,355	67,641	65,482	65,482	100.0%	72,364
7165	Auto Allowance	-	-	-	-	0.0%	6,498
<b>Total Personnel</b>		<b>335,336</b>	<b>374,451</b>	<b>387,806</b>	<b>394,460</b>	<b>101.7%</b>	<b>416,872</b>
<b>Operations &amp; Maintenance</b>							
7205	Advertising	11,969	6,000	15,500	15,500	100.0%	15,500
7211	Council & Commissions	29	22	2,000	-	0.0%	2,000
7229	Education & Training	201	2,867	1,000	1,000	100.0%	75
7241	Meetings & Conferences	3,119	4,413	5,000	5,000	100.0%	1,300
7247	Memberships & Dues	2,637	1,880	2,200	2,200	100.0%	1,800
7253	Mileage	5,457	6,726	6,800	6,800	100.0%	300
7259	Miscellaneous	1	30	-	-	-	-
7265	Office Supplies	840	578	1,200	600	50.0%	1,200
7271	Postage	18,400	20,000	20,000	20,000	100.0%	20,000
7277	Printed Materials	31,111	28,478	37,000	32,000	86.5%	37,000
7289	Subscriptions	674	378	700	700	100.0%	700
7327	Grand Openings/Ground Breakings	2,673	0	2,000	-	0.0%	3,000
7330	Hardware/Software Supplies	2,257	1,139	600	-	0.0%	600
7370	Special Dept. Supplies	6,753	6,772	7,500	5,000	66.7%	6,500
7865	Community Support	4,467	5,445	5,000	5,000	100.0%	5,000
7977	Adopt a Street/Trail	1,788	487	2,000	1,000	50.0%	2,000
8940	Contract Services	12,787	3,047	10,000	14,000	140.0%	10,000
9052	Gas, Diesel, Oil	147	95	250	250	100.0%	250
9091	Vehicle Maintenance	40	51	2,000	500	25.0%	2,000
<b>Total Operations &amp; Maint.</b>		<b>105,350</b>	<b>88,408</b>	<b>120,750</b>	<b>109,550</b>	<b>90.7%</b>	<b>109,225</b>
<b>Special Events</b>							
7810	Community Clean-up	3,853	4,635	5,000	5,000	100.0%	5,000
7830	Tree Lighting	4,757	1,988	39,300	40,900	104.1%	5,000
<b>Total Special Events</b>		<b>8,610</b>	<b>6,623</b>	<b>44,300</b>	<b>45,900</b>	<b>103.6%</b>	<b>10,000</b>
<b>Department Total</b>		<b>449,295</b>	<b>469,482</b>	<b>552,856</b>	<b>549,910</b>	<b>99.5%</b>	<b>536,097</b>

<b>Personnel Schedule</b>	<b>Actual 2013-14</b>	<b>Actual 2014-15</b>	<b>Actual 2015-16</b>	<b>Adopted 2016-17</b>
<b>Full Time:</b>				
Marketing and Public Affairs Officer	0.95	0.95	0.95	0.95
Public Information Officer	0.00	0.00	0.00	0.00
Public Relations Specialist	0.94	0.94	0.94	0.94
Event Coordinator	0.33	0.33	0.33	0.33
Administrative Secretary	1.00	1.00	1.00	1.00
<b>Total FTE's:</b>	<b>3.22</b>	<b>3.22</b>	<b>3.22</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, Disability Management, Workers Compensation, Safety, Liability Programs, and Risk Management. These goals are consistent with the goal in the Town’s Vision 2020 long-range plan of “recruiting and retaining the highest quality staff.” The Department has four full time staff positions to handle all of the Human Resources, Risk Management, and Safety duties. The Department strives to treat every applicant and employee with respect and dignity throughout their recruitment, selection, and employment with the Town. For the upcoming year, Human Resources staff will be focusing on providing employees with additional education and development resources, enhanced tools for wellness engagement, and education on safe work practices and worksite injury prevention.

**Recruitment and Selection:** Human Resources staff is responsible for conducting town-wide recruitments and managing the on-boarding process. Staff verifies the applicant data, determines eligibility, coordinates interviews, and ultimately coordinates the hiring process.

**Classification and Compensation:** Human Resources staff works with operational departments to develop accurate job descriptions and job titles. The department is also responsible for ensuring fair and consistent compensation practices for salary recommendations, reviewing salary competitiveness in the local labor market as well as reasonable internal relationships between classifications. In addition, the department conducts classification studies, when needed, to establish new job descriptions.

**Benefits Administration:** Human Resources staff works closely with our insurance broker to create a cost effective program of employee benefits that helps the Town recruit and retain quality employees. Staff advises employees about the various health, pension, disability, life insurance, and supplemental voluntary benefits.

**Employee Relations:** Staff works with operating departments to interpret Town policy, resolves employee conflict, and advises managers on the disciplinary process.

**Training and Development:** Provides comprehensive employee training on a wide variety of topics including mandated instruction in workplace harassment and ethics.

**Disability/Workers' Compensation/Safety:** Ensures the Town continues to meet its obligations under the American with Disabilities Act (ADA); Administers the Workers' Compensation program which provides income replacement benefits due to illness or injury on the job; Administration of Family Medical Leave Act(FMLA) and California Family Rights Act (CFRA) processes, and compliance of mandated legal notice requirements; Ensures best practices and legal requirements to provide and maintain a safe and healthy work environment.

**Risk Management:** The Human Resources staff runs an award winning Risk Management program. Staff works diligently to minimize the Town's general liability risk exposure by actively managing existing claims and working with town staff to prevent new claims.

## 2015-16 HIGHLIGHTS

- Healthy workforce initiatives contributed to decreased liability for health insurance premiums through JPIA.
- Secured tuition discounts for employees through partnerships with Brandman University and Redlands University.
- Expanded the Employee Wellness Program, offering on-site stress therapy, Lunch & Learn sessions, Walking Club, Employee Wellness Newsletter, and Wellness Fair.
- Implemented a new Retirement Health Savings benefit for full time employees.
- Maximized HR efficiencies for recruiting through utilization of on-line applicant and tracking software.
- Enhanced HR efficiencies for benefit enrollment and tracking, as well as employee access to products and services through e-benefits system.
- Achieved a significant reduction in workplace injuries resulting from increased safety training and employees' dedication to safe work practices.
- Developed the town's Affordable Care Act tracking and reporting program.

- Collaborated with the San Bernardino County Sheriff's Department to facilitate on-site Active Shooter Training.
- Developed and adopted the town's part time paid sick leave program.

## 2016-17 GOALS AND OBJECTIVES:

- Continue to evaluate the processes within the Human Resources Department and look for ways to improve processes and maximize efficiency of department staff.
- Expand wellness initiatives and seek opportunities to provide incentives for healthy lifestyle adjustments.
- Expand the focus on educating employees on safe work practices and preventing workplace injuries to continue to decrease overall OSHA reportable injury rate.
- Prepare timely updates to policies and procedures to coincide with changes to labor and employment law.
- Complete a complete review of the Town's Safety Policy Manual.
- Research, develop, and provide relevant, cost effective training and development opportunities to all employees.



<b>Department Workload Indicators</b>				
	Actual FY 14-15	Goal FY 15-16	Estimated FY 15-16	Goal FY 16-17
Number of Recruitments	17	20	31	20
Number of Retirements	3	3	4	1
Number of Personnel Action Forms Processed	564	550	546	550
Number of Promotions	24	24	18	24
Training hours offered	55	75	33	75
Voluntary Turnover	5%	5%		
Number of Workplace Injury Claims	10	10	6	6
Number of Town property damage claims	21	21	20	20



<b>Department Performance Measures</b>				
	Actual FY 14-15	Goal FY 15-16	Estimated FY 15-16	Goal FY 16-17
Percent of hourly recruitments processed and closed within 30 days after receipt of requisition	100%	100%	100%	100%
Average number of days to process personnel action forms (New Hire, promotions, status change, enrollments)	3	3	3	2
Average number of days to process retirement documentation	2	2	2	1
Average number of days to process training documents after completion of session	5	5	5	4
Percent change in voluntary turnover over prior year	(2%)	(2%)	(2%)	(2%)
Percent change in workplace injury claims over prior year	(23%)	(25%)	(40%)	(25%)
Number of calendar days missed from work due to work related injury	143	115	80	72
Average number of days to process property damage claims	3	3	2	2

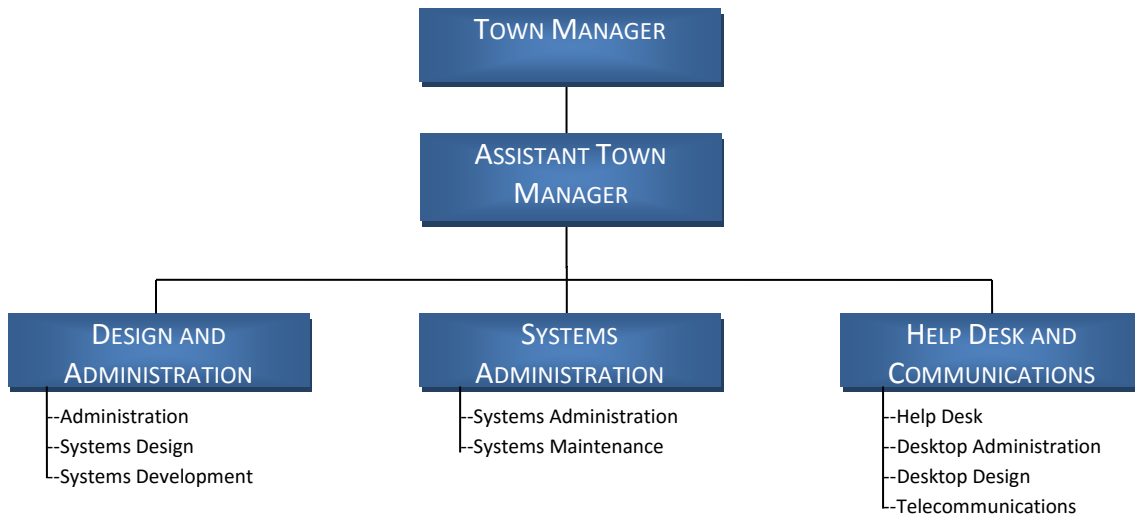
**HUMAN RESOURCES 1001-1080**

<b>Code</b>	<b>Expenditure Classification</b>	<b>Actual Expense 2013-14</b>	<b>Actual Expense 2014-15</b>	<b>Amended Budget 2015-16</b>	<b>Estimated Expense 2015-16</b>	<b>% of Budget Expended</b>	<b>Adopted Budget 2016-17</b>
<b>Personnel Services</b>							
7010	Salaries & Wages	263,115	310,611	314,932	314,932	100.0%	317,394
7020	Salaries Part-Time	6,295	-	-	-	-	
7110	Cafeteria Benefits	35,120	42,743	42,232	42,232	100.0%	42,411
7120	Deferred Comp	9,391	10,315	10,280	10,280	100.0%	10,339
7140	RHS	-	-	1,575	1,575.00	100.0%	1,587
7150	Medicare	3,867	4,421	4,666	4,666	100.0%	4,701
7160	PERS	42,281	56,047	54,471	54,471	100.0%	57,671
7165	Auto Allowance	-	-	-	-		6,840
<b>Total Personnel</b>		<b>360,069</b>	<b>424,137</b>	<b>428,156</b>	<b>428,156</b>	<b>100.0%</b>	<b>440,943</b>
<b>Operations &amp; Maintenance</b>							
7205	Advertising	1,583	1,148	1,750	1,750	100.0%	1,750
7229	Education & Training	3,855	10,798	8,500	8,500	100.0%	4,500
7241	Meetings & Conferences	2,698	5,440	6,000	6,000	100.0%	1,900
7247	Memberships & Dues	1,010	1,280	1,800	1,800	100.0%	600
7253	Mileage	5,744	6,874	7,000	7,000	100.0%	200
7259	Miscellaneous Costs	-	30	-	-	0.0%	-
7265	Office Supplies	2,099	647	1,000	1,000	100.0%	1,000
7277	Printing	218	63	250	250	100.0%	250
7289	Subscriptions	213	120	575	575	100.0%	550
7330	Hardware/Software Supplies	287	211	500	500	100.0%	500
7370	Special Dept Supplies	261	783	1,500	1,500	100.0%	1,500
8940	Contract Services	23,861	7,899	18,000	18,000	100.0%	49,565
8972	Legal Services	-	-	500	500	100.0%	500
<b>Total Operations &amp; Maint.</b>		<b>41,831</b>	<b>35,295</b>	<b>47,375</b>	<b>47,375</b>	<b>100.0%</b>	<b>62,815</b>
<b>Department Total</b>		<b>401,900</b>	<b>459,432</b>	<b>475,531</b>	<b>475,531</b>	<b>100.0%</b>	<b>503,758</b>

<b>Personnel Schedule</b>	<b>Actual 2013-14</b>	<b>Actual 2014-15</b>	<b>Actual 2015-16</b>	<b>Adopted 2016-17</b>
<b>Full Time:</b>				
Assistant Town Manager	0.00	0.00	0.00	1.00
Director of HR/Risk Management	1.00	1.00	1.00	0.00
Human Resources Analyst	1.00	1.00	1.00	1.00
HR/Payroll Coordinator*	0.50	0.50	0.50	0.50
Human Resources Assistant	0.00	0.00	1.00	1.00
Senior Office Assistant	1.00	1.00	0.00	0.00
<b>Total FTE's:</b>	<b>3.50</b>	<b>3.50</b>	<b>3.50</b>	<b>3.50</b>



# INFORMATION SYSTEMS



## PROGRAM INFORMATION

The Town of Apple Valley continues to outsource the Information Systems Department to Top Notch Networking. TNN provides state of the art information systems operations, service, and support for the town’s IT needs. The Town realizes a substantial savings and continues to invest part of the savings into infrastructure upgrades.

## 2016-17 PROGRAMMATIC CHANGES

The Information Systems Department will continue to look for opportunities to streamline the Town’s information systems while upgrading the computer hardware and software to meet the needs of town staff. The Information Systems contractor will continue utilize their vast network of resources to provide complete operational support to all Town departments and for all the Town’s technological needs.

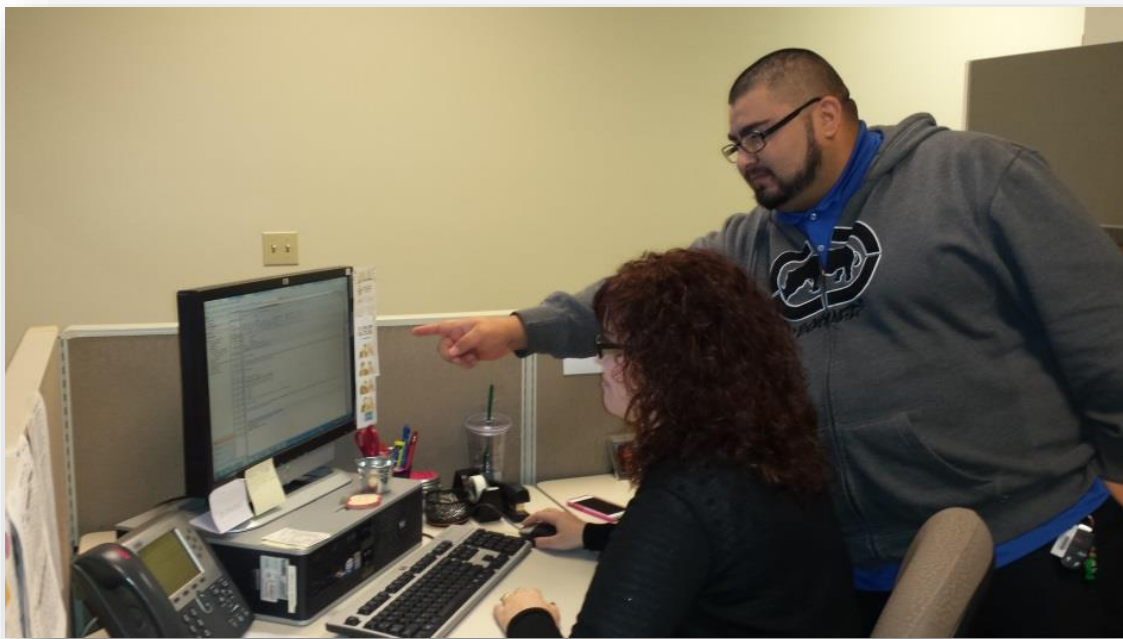
## 2015-16 HIGHLIGHTS

- Replaced the remainder of the virtual desktop infrastructure town wide to meet the town’s business and provide efficient workstations to staff.
- Completed an upgrade to the video systems in the Town Council Chambers to provide higher quality reliable delivery of video to citizens and constituents.
- Completed phase one of our security upgrades throughout multiple Town facilities.
- Reduced response time for help desk requests by 1 hour.

## 2016-17 GOALS AND OBJECTIVES

- Complete desktop conversion and IT infrastructure upgrade for the remainder of town staff to improve efficiency, lower operation expenses and to provide accessible high quality equipment and business tools for staff.
- Complete phase two of our security upgrades throughout Town owned facilities.
- Provide efficient and expert operational support to Town departments for its technological needs.

<b>Department Performance Measures – Information Systems</b>			
	Actual FY 14-15	Goal FY 15-16	Goal FY 16-17
FTE's supported	123.21	125.91	130.37
Service tickets closed	1450	1425	1500
Average Response Time	30 minutes	25 minutes	25 minutes
Average Resolution Time	8 hours	7 hours	6 hours
IS Capital Improvement per FTE	\$202.91	\$317.68	\$406.53



**INFORMATION SYSTEMS 1001-1090**

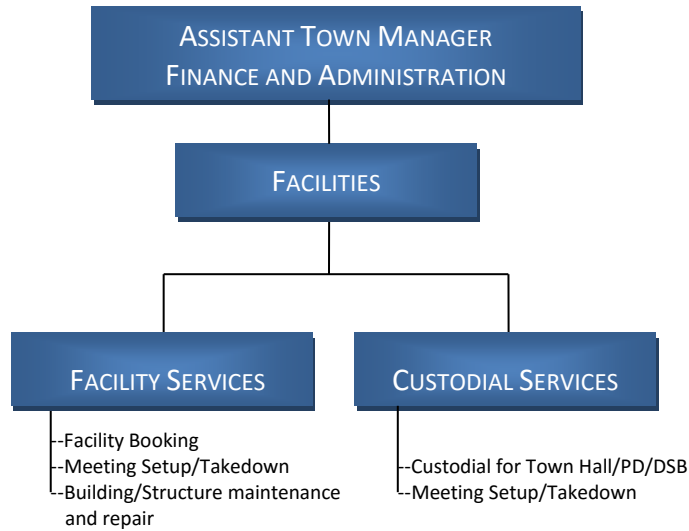
<b>Code</b>	<b>Expenditure Classification</b>	<b>Actual Expense 2013-14</b>	<b>Actual Expense 2014-15</b>	<b>Amended Budget 2015-16</b>	<b>Estimated Expense 2015-16</b>	<b>% of Budget Expended</b>	<b>Adopted Budget 2016-17</b>
Personnel Services							
7010	Salaries & Wages	219,477	129,746	-	-	-	-
7030	Overtime	85	-	-	-	-	-
7110	Cafeteria Benefits	34,574	6,365	-	-	-	-
7120	Deferred Comp	3,839	652	-	-	-	-
7150	Medicare	3,050	1,843	-	-	-	-
7160	PERS	46,147	9,399	-	-	-	-
<b>Total Personnel</b>		<b>307,172</b>	<b>148,006</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Operations & Maintenance							
7229	Education & Training	3,000	-	-	-	-	-
7241	Meetings and Conferences	224	-	-	-	-	-
7253	Mileage	105	-	-	-	-	-
7265	Office Supplies	321	100	-	-	-	-
7289	Subscriptions	100	-	-	-	-	-
7330	Hardware/Software Supplies/Exp	59,822	82,113	76,500	76,500	100.0%	53,000
8940	Contract Services	153,130	278,433	361,858	361,858	100.0%	320,000
<b>Total Operations &amp; Maint.</b>		<b>216,701</b>	<b>360,645</b>	<b>438,358</b>	<b>438,358</b>	<b>100.0%</b>	<b>373,000</b>
<b>Department Total</b>		<b>523,873</b>	<b>508,651</b>	<b>438,358</b>	<b>438,358</b>	<b>100.0%</b>	<b>373,000</b>

<b>Personnel Schedule</b>	<b>Actual 2013-14</b>	<b>Actual 2014-15</b>	<b>Actual 2015-16</b>	<b>Adopted 2016-17</b>
<b>Full Time:</b>				
Information System Supervisor	1.00	1.00	0.00	0.00
Information Systems Specialist	1.00	1.00	0.00	0.00
Information Systems Technician	1.00	1.00	0.00	0.00
<b>Total FTE's:</b>	<b>3.00</b>	<b>3.00</b>	<b>0.00</b>	<b>0.00</b>

## GENERAL GOVERNMENT

GENERAL GOVERNMENT 1001-1200							
Code	Expenditure Classification	Actual Expense 2013-14	Actual Expense 2014-15	Amended Budget 2015-16	Estimated Expense 2015-16	% of Budget Expended	Adopted Budget 2016-17
Operations & Maintenance							
7140	Health/Life Insurance Benefits	-	2,013	-	-	0.0%	-
7140-1	Health Benefits - Retirees	87,160	96,692	98,000	160,000	163.3%	165,000
7205	Advertising	-	42,681	90,000	90,000	100.0%	93,000
7207	Banking Fees - Check 21	-	96.49	-	500	-	500
7217	Credit Card Costs	75,366	97,133	105,000	108,000	102.9%	109,000
7235	Insurance	1,092,923	843,247	907,320	920,000	101.4%	915,000
7241	Meetings & Conferences	405	-	-	-	-	-
7247	Memberships & Dues	48,599	38,488	38,722	38,722	100.0%	39,400
7259	Miscellaneous	8,589	7,930	8,000	8,000	100.0%	8,000
7265	Office Supplies	15,893	20,278	16,000	16,000	100.0%	16,000
7271	Postage	32,789	30,165	32,000	32,000	100.0%	33,000
7277	Printing	7,549	12,007	7,500	7,500	100.0%	7,500
7295	0109-Utilities: Phone, Internet, Cell Phone	-	67	-	-	0.0%	0
7289	Subscriptions	-	-	500	500	100.0%	500
7310	Assessment district Costs	-	3,437.14	20,000	4,000	20.0%	4,000
8940	Contract Services	149,255	421,949	630,000	630,000	100.0%	630,000
Total Operations & Maintenance		1,518,528	1,616,183	1,953,042	2,015,222	103.2%	2,020,900
Debt Service							
9840	Principle	1,366	(6,149)	-	-	-	-
9860	Interest	58,902	-	-	-	-	-
Total Debt Service		60,269	(6,149)	-	-	-	-
Sub-Total		1,578,797	1,610,035	1,953,042	2,015,222	1.03	2,020,900
9999	Transfer Out - Street Fund 2010	90,316	163,817	-	168,000	-	1,257,007
9999	Transfer Out - Parks & Rec. Fund 2510	545,885	688,530	1,072,660	1,072,660	100.0%	1,011,701
9999	Transfer Out - AVGC Fund 5710	333,892	266,333	349,968	349,968	100.0%	422,019
Department Total		2,548,890	2,728,714	3,375,670	3,437,850	101.8%	4,711,627

# PUBLIC FACILITIES



## DEPARTMENT DESCRIPTION

The Division is responsible for the custodial duties at Town Hall, the Development Services Building, Police Department, James Woody Community Center, Civic Center Park Aquatic Center 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.

## 2016-17 PROGRAMMATIC CHANGES

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

## 2015-16 HIGHLIGHTS

- Fully implemented a maintenance notification and tracking system significantly improving the communication process.
- Completed improvements to the Police Department Work Space.

## 2016-17 GOALS AND OBJECTIVES

- Develop signage plan throughout the Town Hall complex.

### Department Performance Measures – Public Facilities

	Actual FY 13-14	Actual FY 14-15	Estimated FY 15-16	Goal FY 16-17
<b>Conference Center uses</b>	279	280	300	300
Square footage of public facilities	123,950	123,950	123,950	123,950





Apple Valley Conference Center



Civic Center Park

PUBLIC FACILITIES 1001-1400							
Code	Expenditure Classification	Actual Expense 2013-14	Actual Expense 2014-15	Amended Budget 2015-16	Estimated Expense 2015-16	% of Budget Expended	Adopted Budget 2016-17
Personnel Services							
7010	Salaries & Wages	237,178	164,169	218,917	149,520	68.3%	146,792
7020	Salaries Part-time	36,349	60,413	48,703	65,996	135.5%	108,242
7025	Part-Time Sick Leave	-	-	-	1,170	0.0%	-
7030	Overtime	2,044	1,107	2,100	1,455	69.3%	2,100
7110	Cafeteria Benefits	55,519	35,126	48,632	25,390	52.2%	30,288
7120	Deferred Comp	728	763	870	804	92.4%	804
7140	RHS	-	-	1,091	689	63.2%	733
7150	Medicare	3,947	3,263	3,881	3,468	89.4%	3,698
7160	PERS	54,563	43,959	42,653	37,431	87.8%	38,545
Total Personnel		390,329	308,801	366,847	285,923	77.9%	331,202
Operations & Maintenance							
7180	Uniform Expense	1,797	1,206	1,500	1,325	88.3%	1,500
7223	Disposal Services	6,243	7,147	6,400	7,200	112.5%	7,200
7229	Education & Training	2,256	-	3,000	-	0.0%	3,000
7259	Miscellaneous	-	-	200	100	50.0%	200
7265	Office Supplies	42	75	150	150	100.0%	150
7295-0109	Utilities: Phones, internet, etc.	84,985	105,383	45,000	81,283	180.6%	70,000
7295-0847	Utilities: Electricity Usage	111,041	122,222	124,000	120,000	96.8%	126,000
7295-0848	Utilities: Natural Gas Usage	18,155	16,581	16,000	17,000	106.3%	18,400
7295-0849	Utilities: Water Usage	12,103	12,677	13,500	13,000	96.3%	13,500
7330	Hardware/Software Supplies/Exp	84	-	1,000	500	50.0%	1,000
7360	Safety/Security	2,933	1,556	5,000	3,950	79.0%	4,000
7375	Staff Services	5,268	6,008	10,000	10,000	100.0%	10,000
7383	Vandalism Repairs	712	767	500	500	0.0%	5,000
7655	Building Maintenance	68,062	54,095	60,000	58,000	96.7%	60,000
7755	Grounds Maintenance	375	-	2,000	2,000	100.0%	2,000
7780	Irrigation Supplies	-	80	500	250	50.0%	250
7970	Small Tools	138	0	400	375	93.8%	400
8940	Contracted Services	-	43,536.25	1,500	41,100	2740.0%	1,500
9013	Communications Equip	69	0	150	100	66.7%	150
9026	Equipment Maintenance	98	118	1,200	900	75.0%	1,000
9039	Equipment Rental	-	419.19	500	650	130.0%	500
9052	Gasoline, Oil, Etc.	1,459	1,376	1,600	1,300	81.3%	1,500
9065	Leased Equipment	45,730	46,381	49,000	36,200	73.9%	53,000
9078	Safety Equipment	1,357	812	1,300	850	65.4%	1,200
9091	Vehicle Maintenance	909	1,609	1,450	1,450	100.0%	1,500
Total Operations & Maint.		363,816	422,049	345,850	398,183	115.1%	382,950
Capital Expenditures							
9120	Capital Equipment	-	-	15,000	-	0.0%	-
9267	Animal shelter Water Damage 2013	2,208	-	-	-	0.0%	-
9300	Capital Projects	14,270	-	-	-	0.0%	-
Total Capital Expenditures		16,478	-	15,000.00	0	0.0%	-
Debt Service and Transfers							
9999-4105	1999 COP	344,546	380,778	430,000	430,000	100.0%	410,000
9999-4106	2001 COP	234,928	230,454	352,000	352,000	100.0%	-
9999-4108	2007 COP	884,674	886,294	881,019	881,019	100.0%	883,506
Total Debt Service and Transfers		1,464,147	1,497,526	1,663,019	1,663,019	100.0%	1,293,506
Department Total		2,234,770	2,228,375	2,390,716	2,347,125	98.2%	2,007,658

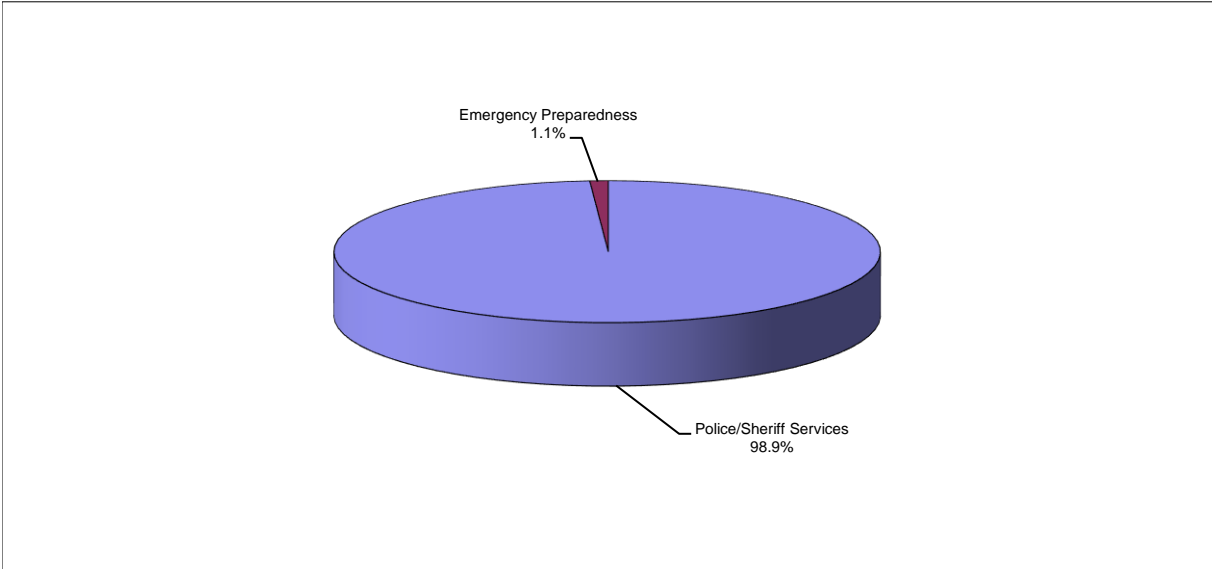
PUBLIC FACILITIES 1001-1400							
Code	Expenditure Classification	Actual Expense 2013-14	Actual Expense 2014-15	Amended Budget 2015-16	Estimated Expense 2015-16	% of Budget Expended	Adopted Budget 2016-17

<u>Personnel Schedule</u>	<u>Actual 2013-14</u>	<u>Actual 2014-15</u>	<u>Actual 2015-16</u>	<u>Adopted 2016-17</u>
<b>Full Time:</b>				
Parks & Recreation Manager	0.22	0.22	0.22	0.22
Public Works Supervisor	0.00	0.03	0.03	0.04
Administrative Secretary	0.09	0.09	0.09	0.09
Senior Maintenance Worker	0.50	0.50	0.50	0.50
Maintenance Worker II	0.32	0.32	0.32	0.30
Maintenance Worker I	0.32	0.32	0.32	0.47
Grounds Maintenance Worker III	0.05	0.08	0.08	0.08
Grounds Maintenance Worker II	0.29	0.08	0.33	0.25
Custodian	3.00	3.00	3.00	1.00
Grounds Supervisor	0.03	0.00	0.00	0.00
<b>Part Time:</b>				
Custodian	0.97	0.97	1.20	0.97
Custodial Aide	0.00	0.00	0.00	2.26
Grounds Services Aide	0.29	0.29	0.32	0.51
<b>Total FTE's:</b>	<b>6.07</b>	<b>5.89</b>	<b>6.40</b>	<b>6.69</b>

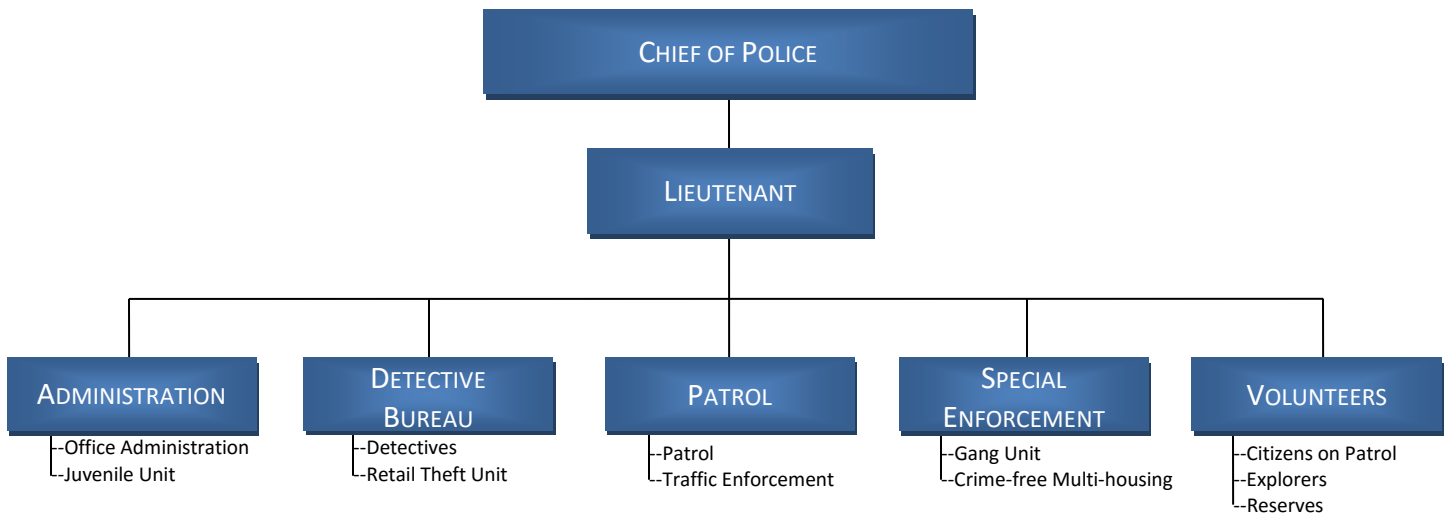


## 2016/17 Public Safety Expenditures

Police/Sheriff Services	\$12,919,007
Emergency Preparedness	140,911
Total-Public Safety	<u><u>\$13,059,918</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. In its current configuration, the Apple Valley Police Department is made up of 51 safety/sworn personnel and 13 professional staff members and includes a detective division, a traffic unit, a specialized enforcement unit focused on gangs and problem oriented policing solutions, a juvenile unit, and a deputy specifically assigned to retail theft investigations. Beyond the around the clock patrol functions and other services provided locally, the contract with the San Bernardino County Sheriff’s Department provides the Town of Apple Valley with extensive support from specialized units to include: Homicide, Crimes Against Children, Bomb/Arson, Narcotics, SWAT, Crime Scene Investigations, Gang, Aviation, High Tech Crimes, Human Resources, Communications, Technical Services, Internal Affairs, Public Affairs, Training, Fleet Management, Criminal Records, Volunteer Forces, and Civil Liabilities

## 2015-16 HIGHLIGHTS

- Overall crime was reduced in the Town of Apple Valley by 7%. Although Part I crimes saw a 5% increase, the Town experienced reductions in murder, rape, and robbery. The increase in Part I crimes is directly related to an upturn in assaults and thefts. Part II crimes were reduced by 14%.
- Deputies made 13% more arrests in the year to year comparison with 2014.
- Operated multiple DUI saturation patrols supported by grant funding from the Office of Traffic and Safety (OTS) grant funding, resulting in a 16.5% increase in detected DUI offenses.
- Grant funding through the California Gang Reduction, Intervention, and Prevention (CalGRIP) program continued to support local efforts to reduce juvenile gang crimes and involvement through gang awareness programs.
- AVPD volunteers (Reserves, COPs, and Explorers) donated a total of 13,796 hours, which resulted in an estimated cost savings to the Town of \$584,313.
- Deputies recovered property totaling over \$880,000.
- In an on-going effort to suppress crime in the Victor Valley, First District Supervisor Robert Lovingood in conjunction with the cities of Victorville, Adelanto, and Hesperia, and the Town of Apple Valley again financed the “Desert Guardian” regional task force. Personnel assigned to “Desert Guardian” conducted 16 operations valley wide, resulting in 321 arrests, 35 gang cards documenting gang members, and substantial seizures of drugs and weapons.
- AVPD’s continued social media campaign by utilizing Facebook and Twitter as the primary vehicles to get pertinent safety and other law enforcement related information to the communities within the County

## 2016-17 GOALS AND OBJECTIVES

- Increase safety staffing levels to support traffic and DUI enforcement with a focus on reducing traffic collisions.
- Proactively seek out and secure additional grant funding for AVPAL and other police services.
- Pursue additional technological advancements to enhance services provided and improve efficiency.
- Manage overtime through personnel credit offsets.
- Deploy bicycle patrol for TOAV special events.
- Utilize Problem Oriented Policing (POP) projects and Community Oriented Policing (COP) solutions to address crime trends and/or public safety concerns.
- Increase participation in the Owner Applied Number (OAN) program for property identification, recovery, and successful prosecutions.
- Increase Crime Free Business and Multi-Housing participation and Neighborhood Watch programs.
- Reduce crime through crime analysis and predictive policing strategies.
- Provide on-going crime prevention education to the community at large.
- Increase the number of volunteers and the volunteer hours by 10%.
- Increase gang contacts by 20% to ensure proper documentation and prosecution.

Department Performance Measures				
	2014*	2015*	% Change	2016 Goal
Calls for Service	48,083	48,016	0%	NA
Deputy Reports	7,567	8,256	9%	NA
Arrests	2,296	2,591	13%	NA
Traffic Collisions	691	738	7%	2% Reduction
Traffic Citations Issued	3,169	2,697	-15%	NA
Residents per Deputy	1,912	1,927	0%	NA
Patrol Deputies	37	37	0%	NA
Part I Crimes	2,274	2,382	5%	2% Reduction
Part II Crimes	4,225	3,643	-14%	2% Reduction
Total Crimes	6,499	6,025	-7%	2% Reduction

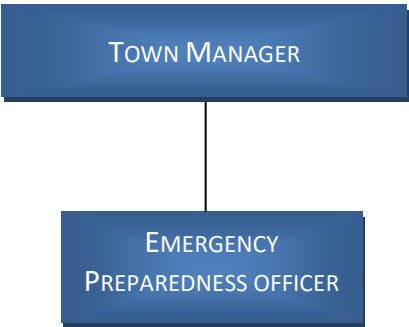
\*Based upon calendar year data.

PUBLIC SAFETY - SHERIFF 1001-2010							
Code	Expenditure Classification	Actual Expense 2013-14	Actual Expense 2014-15	Amended Budget 2015-16	Estimated Expense 2015-16	% of Budget Expended	Adopted Budget 2016-17
Personnel Services							
7020	Salaries Part-Time	-	83	10,283	10,283	100.0%	10,761
7150	Medicare	-	1	149	149	100.0%	156
	<b>Total Personnel</b>	-	84	10,432	10,432		10,917
Operations & Maintenance							
7180	Uniform Expenses	1,542	1,000	1,500	1,000	66.7%	1,500
7223	Disposal Service	1,830	2,041	2,000	2,400	120.0%	2,500
7241	Meetings & conferences	1,904	774	1,000	1,000	100.0%	540
7247	Membership & Dues	270	282		-		-
7265	Office Supplies	1,155	651	1,500	1,000	66.7%	1,500
7271	Postage	2,511	2,803	3,500	3,500	100.0%	3,500
7277	Printing	547	1,346	500	500	100.0%	1,000
7289	Subscriptions	-	300	1,000	500	50.0%	1,000
7295	Utilities: Phone, Internet, Cell	10,540	16,528	7,000	7,000	100.0%	7,000
7295	Utilities: Electricity Usage	36,935	37,107	40,000	40,000	100.0%	40,000
7295	Utilities: Natural Gas Usage	1,771	1,387	1,500	1,500	100.0%	1,500
7295	Utilities: Water Usage	3,896	4,455	4,500	4,500	100.0%	4,500
7330	Hardware/Software Supplies/Ex	-	68	-	-	0.0%	-
7360	Safety & Security	698	390	500	500	100.0%	1,000
7370	Special Dept Supplies	710	761	1,000	850	85.0%	1,000
7375	Staff Services	1,616	916	1,500	1,500	100.0%	1,500
7655	Building Maintenance	11,561	8,766	9,000	9,000	100.0%	9,000
7720	Sobriety Checkpoint	13,763	-		-		-
7755	Grounds Maintenance	686	584	1,500	500	33.3%	1,500
7970	Small Tools	-	141	-	-	0.0%	-
8936	Cal-ID Systems	73,535	74,168	79,000	79,000	100.0%	79,000
8940	Contracted Services	3,687	2,618	3,500	3,850	110.0%	4,000
8948	County Sheriff	11,052,950	11,626,837	12,016,336	12,016,336	100.0%	12,388,550
9026	Equipment Maintenance	861	367	1,000	1,000	100.0%	1,000
9052	Gasoline, Oil, Etc.	225,146	218,231	250,000	225,000	90.0%	220,000
9065	Leased Equipment	9,618	11,749	13,000	11,000	84.6%	12,000
9091	Vehicle Maintenance	155,982	117,476	160,000	150,000	93.8%	125,000
	<b>Total Operations &amp; Maint</b>	<b>11,613,712</b>	<b>12,131,744</b>	<b>12,600,336</b>	<b>12,561,436</b>	<b>99.7%</b>	<b>12,908,090</b>
	<b>Department total</b>	<b>11,613,712</b>	<b>12,131,828</b>	<b>12,610,768</b>	<b>12,571,868</b>	<b>99.7%</b>	<b>12,919,007</b>

<u>Personnel Schedule</u>	<u>Actual 2013-14</u>	<u>Actual 2014-15</u>	<u>Actual 2015-16</u>	<u>Adopted 2016-17</u>
<b>Full Time:</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
Detectives	5.00	5.00	5.00	5.00
Deputies	37.00	37.00	37.00	37.00
Secretary I	1.00	1.00	1.00	1.00
Office Specialists	6.00	6.00	6.00	6.00
Service Specialists	6.00	6.00	6.00	6.00
<b>Part Time:</b>				
Sr. Office Assistant	0.00	0.00	0.25	0.50
<b>Total FTE's:</b>	<b>64.00</b>	<b>64.00</b>	<b>64.25</b>	<b>64.50</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



## PROGRAM DESCRIPTION

The Office of Emergency Preparedness (OEP) aims to support the Town’s Vision 2020 goal of “A Safe Community” by maintaining and enhancing a high level of public safety. This is accomplished by coordinating and collaborating with our partners to reduce the impact of emergencies and disasters, through a comprehensive emergency management program. The OEP works with key stakeholders in the community, such as AVUSD, AVFD, AVPD and non-governmental organizations such as Red Cross and local churches, to ensure that the entire community of Apple Valley is forward leaning in emergency preparedness. The OEP is committed to preparing for, responding to, recovering from and mitigating new and challenging emergencies and/or disasters.

In the event of an emergency, OEP activates and manages the Apple Valley’s Emergency Operations Center (EOC) which is currently located at the Apple Valley Unified School District’s Administration Campus. When activated the EOC becomes the coordination point for all Apple Valley emergency management activities. Apple Valley’s EOC will report directly to the County Office of Emergency Services (OES) who can then assist the Town with requests for state and federal assistance during a significant emergency or disaster.

OEP is responsible for coordinating emergency management training and exercises to prepare EOC staff to carry out their roles in an activated EOC. Apple Valley is an active member of the San Bernardino County Operational Area Coordinating Council (SBCOA). The SBCOA provides support to the Town through free training opportunities, monthly meetings, resources and coordination of grant funding.

OEP is responsible for managing the Emergency Management Performance Grant (EMPG) for the Town. This year our grant allocation is \$19,627. EMPG is a federal grant designed to support comprehensive emergency management programs at the local level and to encourage the improvement of mitigation, preparedness, response, and recovery capabilities for all hazards.

OEP manages Apple Valley’s Disaster Service Workers (DSW) Program. DSW is an all-risk, all-hazard training. This valuable program is designed to help community members protect themselves, their families, neighbors and our community in an emergency situation. DSW’s include Community Emergency Response Team (CERT) and Emergency Communication Services (ECS).

OEP manages and coordinates the quarterly Disaster Council meetings, which was created by Town Council through Municipal Code 2.40 and has Apple Valley’s current mayor serving as Chairman. Representatives from

private and public entities as well as private citizens having an official emergency responsibility are invited to participate.

### 2015-16 HIGHLIGHTS

- DSW annual drill- October 3.
- EOC activation drill- October 29.
- Participate in ShakeOut drill- October 15
- Intro to SEMS/ICS training- January 14.
- Conduct CERT classes and monthly meetings
- Oversee the volunteer Disaster Service Worker program
- Secure UASI- grants for staff to attend CSTI training
- Secure \$19,627 from the EMPG grant
- Secured Mass Care Trailer from SBC-OES

### 2016-17 GOALS AND OBJECTIVES

- Secure grants to enable staff to attend CSTI-Intro to Emergency Management class
- Continue developing and securing resources for the Town's EOC
- Continue to keep Town, Fire and AVPD staff up to date on training specific to emergency preparedness.
- Continue to secure federal grant money from EMPG.
- Work on updating the Town's Emergency Operation Plan
- Create EOC training program to include all Town staff



National Night Out- August 4





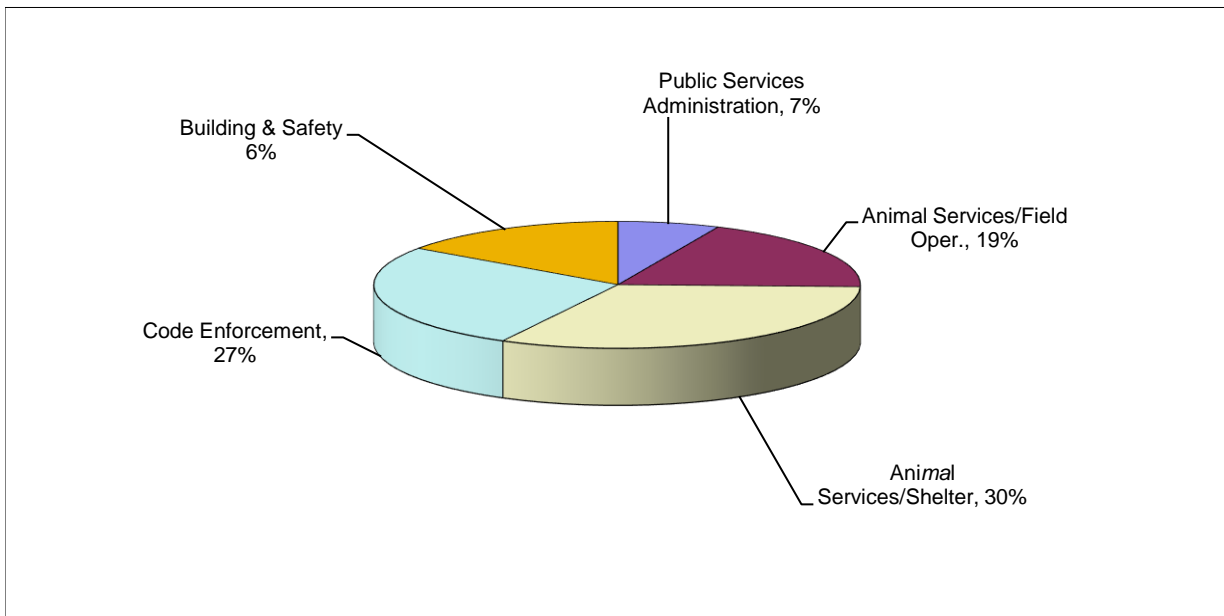
# EMERGENCY PREPAREDNESS

EMERGENCY PREPAREDNESS 1001-2020							
Code	Expenditure Classification	Actual Expense 2014-15	Actual Expense 2014-15	Amended Budget 2015-16	Estimated Expense 2015-16	% of Budget Expended	Adopted Budget 2016-17
Personnel Services							
7010	Salaries & Wages - Permanent	-	14,991.76	29,103	31,251	107.4%	80,831
7020	Salaries & Wages - Part-time	-	5,384.54	10,283	17,692	172.1%	18,707
7110	Cafeteria Benefits	-	1,315.56	3,783	3,480	92.0%	9,481
7120	Deferred Comp	-	297.63	582	610	104.8%	1,617
7140	RHS	-	-	146	147	100.7%	404
7150	Medicare	-	295.91	571	749	131.2%	1,443
7160	PERS	-	3,858.11	7,050	7,032	99.7%	20,618
<b>Total Personnel</b>		-	<b>26,144</b>	<b>51,518</b>	<b>60,961</b>		<b>133,101</b>
Operations & Maintenance							
7229	Education & Training	5,509	1,923	2,500	3,000	120.0%	3,000
7241	Meetings & Conferences	215	847	1,000	1,500	150.0%	60
7265	Office Supplies	161	313	1,500	2,000	133.3%	2,000
7295-0109	Utilities: Phone, Internet, Cell Phones	528	556	1,200	1,200	100.0%	1,500
7350	Public Information	59	-	1,000	1,250	125.0%	1,250
8940	Contract Services *	22,032	-	-	-	0.0%	-
<b>Total Operations &amp; Maint</b>		<b>28,504</b>	<b>3,639</b>	<b>7,200</b>	<b>8,950</b>	<b>124.3%</b>	<b>7,810</b>
9013	Communication Equipment	-	-	-	-	-	-
<b>Total Capital Expenditures</b>		-	-	-	-	-	-
<b>Department Total</b>		<b>28,504</b>	<b>29,782</b>	<b>58,718</b>	<b>69,911</b>		<b>140,911</b>

<b>Personnel Schedule</b>	<b>Actual 2013-14</b>	<b>Actual 2014-15</b>	<b>Actual 2015-16</b>	<b>Adopted 2016-17</b>
<b>Full Time:</b>				
Emergency Services Officer	0.00	0.00	0.40	1.00
Recreation Supervisor	0.00	0.40	0.00	0.00
<b>Part Time:</b>				
Sr. Office Assistant	0.00	0.25	0.25	0.50
<b>Total FTE's:</b>	<b>0.00</b>	<b>0.65</b>	<b>0.65</b>	<b>1.50</b>

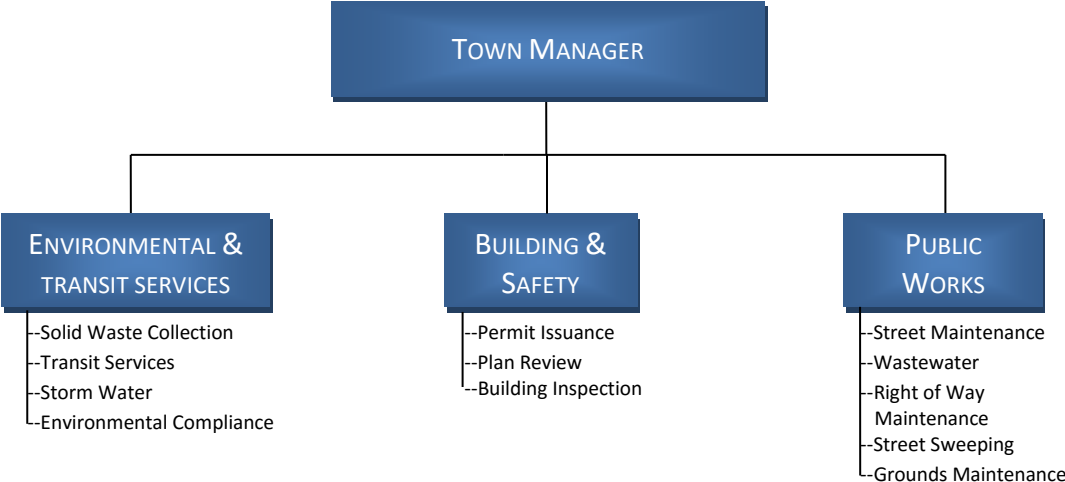
## 2016/17 Public/Municipal Services Expenditures

Public Services Administration	\$261,555
Animal Services/Field Oper.	728,188
Animal Services/Shelter	1,251,988
Code Enforcement	1,045,454
Building & Safety	592,175
Total-Public Services	<u><u>\$3,879,360</u></u>





# PUBLIC SERVICES/MUNICIPAL OPERATIONS AND CONTRACT SERVICES



## DEPARTMENT DESCRIPTION

Public Services operates as the administrative head of the Public Works, Street Maintenance, Wastewater, Environmental Management, Building and Safety, Solid Waste Collection and Transit Services Departments. 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.

Department Workload Indicators – Public Services				
	Actual FY 14-15	Goal FY 15-16	Estimated FY 15-16	Goal FY 16-17
Requests for Service	493	500	600	600
Single Family Sewer Permits	112	115	100	115
Single Family Additions Sewer Permits	3	10	10	10
Commercial Sewer Permits	4	15	15	15
Commercial TI Sewer Permits	13	15	16	15
Multi-Family Sewer Permits	1	2	2	2
Outside Sewer Area Verification	297	250	250	250

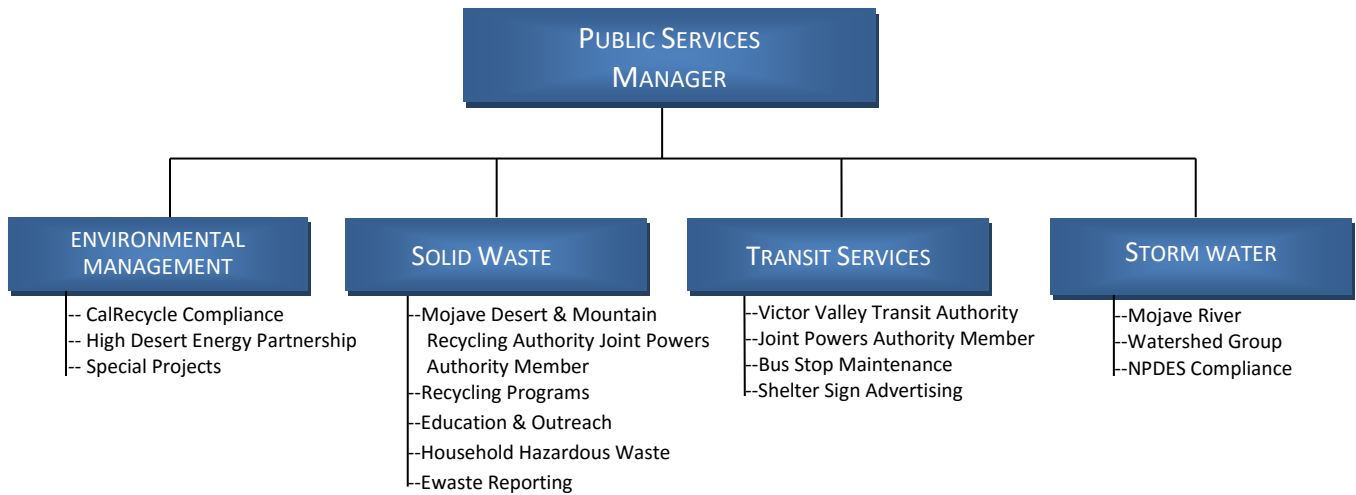
<b>Department Performance Measures – Public Services</b>				
	Actual FY 14-15	Goal FY 15-16	Estimated FY 15-16	Goal FY 16-17
Dispatch calls for service within 5 minutes of receiving the call	100%	100%	100%	100%
Complete plumbing fixture count plan check within 2-3 business days	100%	100%	100%	100%
Increase the number of SFR sewer permits issued from 115 to 125	115	125	110	125
Increase the number of Commercial sewer permits issued from 17 to 30	17	30	31	30
Increase the number of Multi-Family sewer permits issued from 1 to 2	1	2	2	2

**PUBLIC SERVICES - ADMINISTRATION 1001-3010**

Code	Expenditure Classification	Actual Expense 2013-14	Actual Expense 2014-15	Amended Budget 2015-16	Estimated Expense 2015-16	% of Budget Expended	Adopted Budget 2016-17
Personnel Services							
7010	Salaries & Wages, Permanent	320,387	393,544	408,355	500,707	122.6%	178,724
7110	Cafeteria Benefits	24,053	34,936	33,660	30,042	89.3%	27,029
7120	Deferred Comp	12,877	14,090	13,231	8,992	68.0%	3,128
7140	RHS	-	-	1,888	1,345.00		894
7150	Medicare	4,740	5,853	5,921	7,353	124.2%	2,591
7160	PERS	67,716	100,550	98,924	69,771	70.5%	45,589
	<b>Total Personnel</b>	<b>429,772</b>	<b>548,973</b>	<b>561,979</b>	<b>618,210</b>	<b>110.0%</b>	<b>257,955</b>
Operations & Maintenance							
7229	Education & Training	469	368	1,000	1,500	150.0%	500
7241	Meetings & Conferences	4,872	4,156	5,000	500	10.0%	700
7253	Mileage	691	365	300	300	100.0%	300
7259	Misc	-	60	100	100	100.0%	100
7265	Office Supplies	400	109	500	500	100.0%	500
7277	Printing	-	42	150	100	66.7%	100
7289	Subscriptions	70	80	100	100	100.0%	100
7330	Hardware/Software Supplies	2,394	480	2,000	1,500	75.0%	1,300
9052	Gasoline, Diesel, Oil	1,802	1,302	2,000	500	25.0%	0
9091	Vehicle Maintenance	1,116	1,339	2,000	100	5.0%	0
	<b>Total Operations &amp; Maint</b>	<b>11,815</b>	<b>8,302</b>	<b>13,150</b>	<b>5,200</b>	<b>39.5%</b>	<b>3,600</b>
	<b>Department Total</b>	<b>441,586</b>	<b>557,275</b>	<b>575,129</b>	<b>623,410</b>	<b>108.4%</b>	<b>261,555</b>

<u>Personnel Schedule</u>	<u>Actual 2013-14</u>	<u>Actual 2014-15</u>	<u>Actual 2015-16</u>	<u>Adopted 2016-17</u>
<b>Full Time:</b>				
Assistant Town Manager	1.00	1.00	1.00	0.00
Environmental and Transit Services Manager	0.00	0.50	0.50	0.50
Special Projects Manager	0.50	0.00	0.00	0.00
Administrative Analyst II	0.00	0.00	0.00	1.00
Administrative Analyst I	0.00	1.00	1.00	0.00
Senior Office Assistant	0.00	1.00	1.00	1.00
Public Services Assistant	1.00	0.00	0.00	0.00
<b>Total FTE's:</b>	<b>2.50</b>	<b>3.50</b>	<b>3.50</b>	<b>2.50</b>

# ENVIRONMENTAL & TRANSIT SERVICES



## DEPARTMENT DESCRIPTION



Environmental and Transit Services (ETS) entails four primary areas of responsibility consisting of Solid Waste (collection, recycling and household hazardous waste), Storm water regulation, Transit Services and Environmental Management. ETS oversees operations, prepares compliance documentation and reports on a monthly, quarterly or yearly basis as required by various state agencies for environmental compliance, storm water management, waste diversion and recycling activities. We fulfill these responsibilities by utilizing quality staff as referenced to in Vision 2020 #6 (Highest Quality Staff).

### Green Apple Valley

ETS Transit Services coordinates with the regional transit agency, Victor Valley Transit Authority (VVTA), to ensure deliverance of quality transit services to Apple Valley residents. Transit Services with the assistance of Public Works and Engineering ensures bus route efficiency within the Town, provides bus shelter maintenance and implements the bus shelter sign advertising program. This responsibility includes serving as Town representative to the JPA Board Technical Advisory Committee to provide recommendations for the best use of funds and grants for transit activities to improve bus stops and to increase accessibility. In addition, this service fulfills Vision 2020 #4 (Strong Transportation System) and #8 (Revenue Generation).

ETS Solid Waste oversees implementation of AB 341 pertaining to Commercial and Multi-family recycling mandates and has ongoing interaction with county, state and federal environmental agencies to keep the Town in compliance with changing regulatory requirements. ETS Solid Waste responsibilities consist of several areas including the oversight of the Town-wide Household Hazardous Waste (HHW) Collection Center as mandated by AB 939. Oversight includes the collection, documentation, and disbursement of the overall volume of HHW collected and costs associated with the operation of the HHW facility. ETS Solid Waste also includes being actively involved in education and outreach with the Material Recycling Facility (MRF) operations contractor and the City of Victorville to discuss efficiency, cost of operations and consideration of new technologies for the jointly owned facility. We fulfill Vision #8 (Revenue Generation) by accepting electronic waste

which we in turn recycle and receive payment from our E-waste contractor and Vision 2020 #7 (Promote Partnerships) by working together with other cities and agencies.

ETS Storm Water works in conjunction with the Mojave River Watershed Group to monitor run-off, provide news, information and methods for the prevention and reduction of storm water pollution within the watershed of the Mojave River. Responsibilities include ensuring the Town’s compliance with the National Pollutant Discharge Elimination System (NPDES) Program Phase II Small MS4 General Permit. The NPDES, as authorized by the Clean Water Act, requires the control of water pollution by regulating point sources that discharge pollutants into waters of the United States. The Group consisting of the Town, Cities of Hesperia and Victorville and the County is charged with the protection of the Mojave River, it’s Watershed, plants and wildlife, and the quality of our regularly used High Desert water against the adverse effects of storm water pollution. We fulfill Vision 2020 #7 (Promote Partnerships) by partnering with the County along with the Cities of Hesperia and Victorville and Vision 2020 #1 (A Safe Community).



ETS Environmental Management involves working with regional partners in seeking strategies and funding pertaining to renewable energy, energy alternatives and energy efficiencies responsibility for Town compliance with local, State and Federal environmental regulations and legislation. Environmental Management also includes coordinating with other Town departments to prepare applications for grant funding, doing site inspections, keeping records and preparing reports for CalRecycle compliance and completing other special projects as assigned. We engage regional partners and other Town departments to prepare grant funding applications, thereby fulfilling Vision 2020 #7 (Promote Partnerships) etc.

**2015-16 HIGHLIGHTS**

- Increased Energy Efficiency at Town owned facilities through the High Desert Energy Partnership
- Increased E-Waste drop off tonnage and revenue
- Installed 4 security cameras at HHW Facility
- Installed new bus shelters, lighting and benches at various existing bus stop locations
- Sponsored the Greener Way of Life Program
- Enhanced Bus Shelter Advertising Program and sought additional advertising revenue
- Operated a Shred-Fest for Town Residents serving 148 households and shredded 384 boxes of documents
- Recognized 2 TOAV Business for a Green Spirit Award
- Hired 2 PT HHW Operators which eliminated the need for Full Time Employee OT
- Completed Bus Shelter/Street Improvements in various locations

**2016-17 OBJECTIVES/GOALS:**

- Implement CA Mandated Commercial Organics Recycling required by AB 1826
- Implement C & D and Green Waste & Composting programs at MRF
- Expand Bus Service to Northern Apple Valley
- Expand HHW Hours to be open every Saturday
- Seek additional energy efficiency programs for the Town
- Re-establish Sharps Container giveaway and exchange program at AVFPD Headquarters
- Apply for additional HHW Grants
- Expand Community Outreach for recycling
- Submit reports to Air Resources Board, CalRecycle and Department of Toxic Substance Control
- Implement Year 3 NPDES Phase II Small MSG General Permit Requirements

<b>Department Workload Indicators</b>				
	Actual FY 14-15	Goal FY 15-16	Estimated FY 15-16	Goal FY 16-17
Bus Shelter Advertising Revenue	\$5025	\$10,000	\$19,300	\$12,000
Community Services Bus Shelter Advertisements	7	10	14	12
Bus Route Awareness Kiosk Signs	0	1	2	3
Bus Stop Benches and Lights	6	7	7	12
Shred Fest Events	0	1	1	2
E-Waste Revenue	\$31,053	\$35,000	\$38,000	\$36,000
HHW Participants	3750	3800	3796	3800
Community Recycling Outreach Events	2	4	4	5
Advertisement Installation Days	7	3	2	2
Household Hazardous Waste OT	\$1,500	\$750	\$440	\$750

<b>Department Performance Measures</b>				
	Actual FY 14-15	Goal FY 15-16	Estimated FY 15-16	Goal FY 16-17
Increase Paid Bus Shelter Revenue by 20%	20%	50%	64%	60%
Increase Community Service/Town Department Bus Shelter Advertisements by 20%	32%	45%	64%	55%
Increase Bus Route Awareness Kiosks by 100%	0	100%	200%	100%
Increase Number of Newly Installed Benches and Lights by 50%	5%	7.5%	7.5%	10%
Increase Shred Fest Events by 100%	0	100%	100%	200%
Increase E-Waste Revenue by 10%	100%	110%	120%	110%
Increase HHW Participants by 5%	100%	102%	101%	105%
Increase Community Outreach for Green Apple Valley Recycling by 20%	100%	110%	200%	132%
Reduce Days to Install Bus Shelter Advertisements by 30%	100%	58%	34%	41%
Reduce Need for Overtime at HHW Facility by 50%	100%	50%	71%	50%

**ENVIRONMENTAL AND TRANSIT SERVICES**

Code	Revenue Classification	Actual Revenue 2013-14	Actual Revenue 2014-15	Amended Budget 2015-16	Estimated Revenue 2015-16	% of Budget Expended	Adopted Budget 2016-17
<b>Household Hazardous Waste - Used Oil</b>							
5510-0000-6924-4951	Oil Payment Program - State	20,070	19,714	20,000	20,000	100.0%	19,000
<b>Total Household Hazardous Waste - Used Oil</b>		<b>20,070</b>	<b>19,714</b>	<b>20,000</b>	<b>20,000</b>	<b>100.0%</b>	<b>19,000</b>

<b>Environmental and Transit Services</b>							
2015-0000-4181-4951	CDBG Funding - Powhatan Rd Imp	-	-	-	-	0.0%	-
2015-0000-4181-4951	TDA Art. 3 Funding-Powhatan Rd Imp	-	-	-	-	0.0%	-
2015-0000-4181-4951	VVTA Art. 3 Match-Powhatan Rd Imp	-	-	-	31,500	0.0%	-
2015-0000-6804-0000	LTF Funds	-	115,700	-	-	0.0%	-
2040-0000-6802-4951	Air Polution AB2766	46,778	47,955	47,320	47,320	100.0%	47,320
5510-0000-4179-4951	Recycling Revenue	29,650	37,451	28,000	36,000	128.6%	36,000
<b>Total Environmental and Transit Services</b>		<b>76,428</b>	<b>201,106</b>	<b>75,320</b>	<b>114,820</b>	<b>152.4%</b>	<b>83,320</b>

<b>Total Revenue</b>		<b>96,498</b>	<b>220,820</b>	<b>95,320</b>	<b>134,820</b>	<b>141.4%</b>	<b>102,320</b>
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Code	Expenditure Classification	Actual Expenditure 2013-14	Actual Expenditure 2014-15	Amended Budget 2015-16	Estimated Expense 2015-16	% of Budget Expended	Adopted Budget 2016-17
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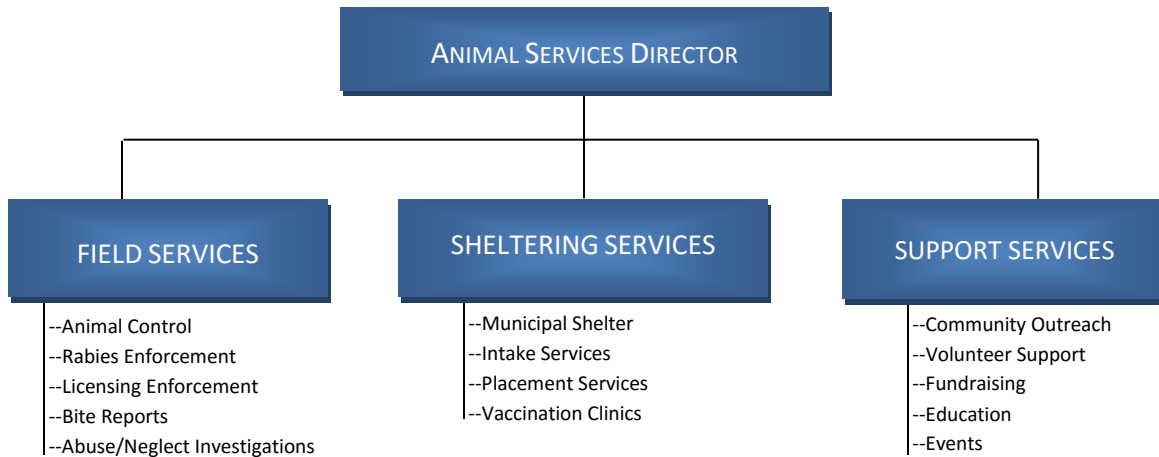
<b>Household Hazardous Waste - Used Oil</b>							
5510-4460-7010-4951	Salaries Regular	896	418	1,500	376	25.1%	1,000
5510-4460-7020-4951	Salaries Part-Time	11,329	11,575	14,316	11,332	79.2%	14,184
5510-4460-7030-4951	Overtime	377	351	1,500	868	57.9%	500
5510-4460-7150-4951	Medicare	180	177	208	182	87.5%	206
5510-4460-7160-4951	PERS	194	122	-	28	100.0%	-
5510-4460-7241-4951	Meetings and Conferences	35	20	1,000	1,000	100.0%	1,620
5510-4460-7253-4951	Mileage Exp/Allowance	103	297	500	500	100.0%	500
5510-4460-8970-4951	Household Hazardous Waste	2,273	-	2,000	2,000	100.0%	1,000
<b>Total HHW - Used Oil</b>		<b>15,387</b>	<b>12,960</b>	<b>21,024</b>	<b>16,286</b>	<b>77.5%</b>	<b>19,010</b>

<b>Environmental and Transit Services</b>							
2010-5010-7010-4951	Salaries Regular	-	2,217	-	-	0.0%	-
2010-5010-7030-4951	Overtime	-	67	-	-	0.0%	-
2010-5010-7150-4951	Medicare	-	26	-	-	0.0%	-
2010-5010-7160-4951	PERS	-	535	-	-	0.0%	-
2010-5010-7335-4951	NPDES - Compliance	77,723	151,509	145,000	125,000	86.2%	125,000
2010-5010-7336-4951	NPDES - Compliance - CAA	12,593	12,308	23,000	30,000	130.4%	30,000
2010-5010-7995-4951	Transit Services	-	6,720	55,000	6,000	10.9%	20,000
2015-5210-9292-4951	Bus Stop Improvements - BV/Central	-	-	35,000	35,000	0.0%	35,000
2015-5210-9526-4951	Powhatan Road Street Imp.	-	32,473	5,000	5,000	100.0%	-
2040-5410-8940-4951	Contract Services	47,320	47,260	47,320	47,320	0.0%	47,320
2120-4210-9202-4951	Accessible Pthwy/Albertsons-AV Inn	-	-	30,000	30,000	0.0%	0
5510-7510-7205-4951	Advertising	412	-	600	600	100.0%	600
5510-7510-7229-4951	Education & Training	202	44	400	400	100.0%	400
5510-7510-7241-4951	Meetings & Conferences	598	1,943	2,500	2,500	100.0%	2,500
5510-7510-7247-4951	Membership & Dues	225	230	500	500	100.0%	660
5510-7510-7253-4951	Mileage	740	1,357	1,500	1,500	100.0%	1,500
5510-7510-7259-4951	Miscellaneous	108	-	200	200	100.0%	200
5510-7510-7277-4951	Printing	42	42	500	250	50.0%	250
5510-7510-7350-4951	Public Information	-	-	700	350	50.0%	700
5510-7510-8970-4951	Household Hazardous Waste	80,107	3,061	20,000	17,000	85.0%	17,000
5510-7510-8971-4951	Household Hazardous Waste - Co Fire	-	79,052	80,000	80,000	100.0%	80,000
<b>Total Environmental and Transit Services</b>		<b>220,070</b>	<b>338,844</b>	<b>447,220</b>	<b>381,620</b>	<b>85.3%</b>	<b>361,130</b>

<b>Total Expenses</b>		<b>235,457</b>	<b>351,804</b>	<b>468,244</b>	<b>397,906</b>	<b>85.0%</b>	<b>380,140</b>
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<b>Revenue over Expenses</b>		<b>(138,959)</b>	<b>(130,984)</b>	<b>(372,924)</b>	<b>(263,086)</b>	<b>70.5%</b>	<b>(277,820)</b>
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# 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

**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, facilitates public/private partnerships to provide long-term placement of sheltered animals and fundraising for programs supporting the Department’s goals to reduce euthanasia, and increase live release rates. Support Services is tasked with organizing events, training, and activities.



**The AVAS Department is able to provide enhanced animal related services and community support thanks to proceeds from annual fundraising events and strong public/private partnerships**

## 2015-16 PROGRAMMATIC CHANGES

The renegotiated Animal Sheltering Agreement with the County of San Bernardino will provide a minimum guaranteed revenue of \$468,672 for animal sheltering services provided to the unincorporated Victorville High-Desert County Region in



FY 2015-16. Maximizing the 20-year building capacity of the Town’s Municipal Animal Shelter allows the AVAS Department to provide revenue generating services in fulfillment of the strategic plan outlined by the Town Council in Vision 2020.

## 2015-2016 HIGHLIGHTS



Providing Animal Care



Partnerships



Pets & Patriots Month

- Renegotiated the Animal Sheltering Services Agreement with the County of San Bernardino to ensure cost for services based on the proportionate use-share of the Town’s Municipal Animal Shelter - \$383,111 Revenue FY14/15
- Took over the annual inspection/permitting process for Animal Related Businesses – 136 Animal Keeping Permits Issued; including FFA and animal keeping permits in residential zones
- During the first seven-months of FY14/15 received 75,417 pounds of pet food from the Wal-Mart Distribution Center. This generous donation saved the department over \$26,449
- Partnered with local businesses and participating veterinarians to “Save Lives” by helping low-income owners with spaying/neutering services and emergency medical assistance funds - \$21,397 (July 14-Feb 15)
- Over 75 Animal Rescue Organizations updated or renewed their partnership agreements to assist AVAS in finding permanent loving homes for our sheltered animals and reduce euthanasia.

## 2016-2017 GOALS

Animal Services supports the Town’s Mission as identified in Vision 2020; offer the highest level of customer service by demonstrating operational excellence and efficiency in animal control and sheltering services. Develop and mentor personnel to ensure they are prepared to lead the department in the future. Continue to pursue funding opportunities and public private partnerships to expand community programs. Ensuring public safety by offering animal-friendly community events to facilitate safe human-animal interactions and promote responsible pet-ownership.

### FIELD SERVICES GOALS

- Provide the highest level of after-hours emergency response without impacting cost-efficiency
- Benchmark and measure performance in key services areas.
- Increase proactive patrol for animals at large and canvassing for rabies/licensing enforcement to reduce animal related crimes.

### SHELTERING SERVICES GOALS

- Continue providing quality animal sheltering services for Town residents and contracting agencies.
- Maintain a quality Municipal Animal Shelter that provides a safe and humane environment for housed animals and a physically attractive facility to welcome public visitors and showcase animals.
- Expand animal outreach and placement efforts.

## 2016-2017 OBJECTIVES

- Collect and analyze all after-hours emergency calls for services.
- Develop alternatives for after-hours emergency response that best meets the needs of Apple Valley residents.
- Collect and analyze all calls for service data to develop “critical calls for service” list.
- Collect and analyze current response time performance for critical calls for service.
- Collect and analyze all proactive patrolling data for animal service officers.
- Collect and analyze all canvassing for all animal rabies/licensing compliance data.
- Propose a staffing plan to implement a proactive enforcement program.
- Host the 10<sup>th</sup> Annual Paws-n-Claws Pet Fair.
- Establish an in-house professional training program.
- Continue to partner with Animal Rescue Organizations to transfer animals that need additional time for permanent placement into loving homes.
- Develop a long-term facility maintenance plan for the Town’s Municipal Animal Shelter.
- Offer at least one late-hour animal adoption event.

DEPARTMENT PERFORMANCE MEASUREMENT – ANIMAL SERVICES (Fiscal Year)				
ACTIVITY	2013-14*	2014-15	2015-16**	Goal FY 16-17
Live Intakes - Cats	2621	2260	1260	N/A
Live Intakes - Dogs	4294	3868	2307	N/A
Live Releases - Cats	498	543	363	40% of Intake
Live Releases - Dogs	2696	1707	1733	80% of Intake
Euthanized Cats	2071	1596	935	<60% of Intake
Euthanized Dog	1493	1002	553	<20% of Intake
Dogs Licensed (AVAS Only)	11326	10365	10197	13000
Rescue Agreements	80	102	102	150
Low-Cost Vaccination Clinics Offered	8	6	8	8
Animals Microchipped	1939	2290	979	100% of Live Release
Total Number of Vaccines Administered	6620	7798	3188	100% of Live Release

\* FY2014-15 is the total using twelve(12) months of data from 7/1/14-6/30/15 and includes County Sheltering Data

\*\*FY2015-16 is the total using seven (7) months of data from 7/1/15-1/31/16 and includes County Sheltering Data -

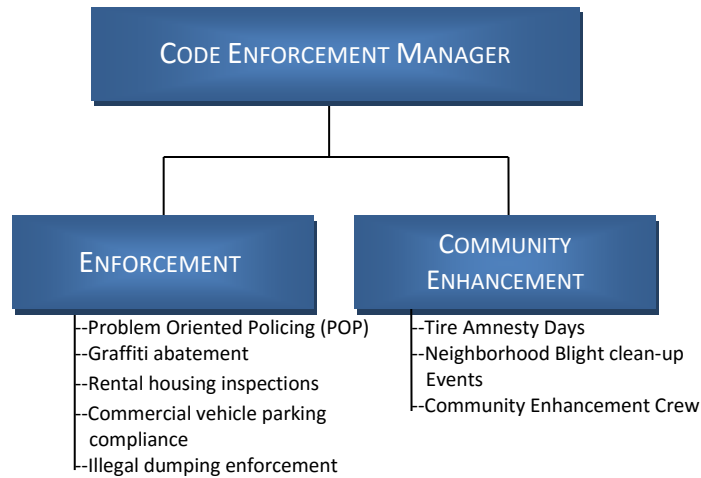
ANIMAL SERVICES - FIELD SERVICES 1001-2120							
Code	Expenditure Classification	Actual Expense 2013-14	Actual Expense 2014-15	Amended Budget 2015-16	Estimated Year End 2015-16	% of Budget Expended	Adopted Budget 2016-17
Personnel Services							
7010	Salaries & Wages - Permanent	410,428	370,188	435,240	435,240	100.0%	418,033
7020	Salaries & Wages - Part-time	85	11,355	4,862	4,862		-
7030	Overtime	1,819	3,520	7,000	7,000	100.0%	7,000
7110	Cafeteria Benefits	63,117	56,811	68,307	68,307	100.0%	68,351
7120	Deferred Comp	1,986	1,194	1,903	1,903	100.0%	1,884
7140	RHS	-	-	2,135	2,135.00	100.0%	2,031
7150	Medicare	6,208	5,824	6,381	6,381	100.0%	6,086
7160	PERS	85,349	90,639	98,857	98,857	100.0%	98,793
7165	Auto Allowance	-	-	-	-		1,710
Total Personnel		568,992	539,530	624,685	624,685	100.0%	603,888
Operations & Maintenance							
7180	Uniform Expense	1,764	1,734	2,550	2,550	100.0%	3,100
7205	Advertising	-	-	500	500	100.0%	500
7223	Disposal Services	3,213	1,801	1,929	1,929	0.0%	2,250
7229	Education & Training	1,547	589	3,500	3,500	100.0%	100
7241	Meetings & Conferences	683	148	1,000	1,000	100.0%	200
7247	Memberships & Dues	422	215	500	500	100.0%	550
7253	Mileage Exp/Allowance	306	-	1,000	2,000	200.0%	1,000
7265	Office Supplies	1,769	296	1,000	1,000	100.0%	1,000
7277	Printing	1,317	1,925	2,500	2,500	100.0%	2,500
7289	Subscriptions	52	27	400	400	100.0%	400
7295	Utilities: Phones, Internet	3,960	1,996	2,000	2,000	100.0%	3,700
7295	Utilities: Electricity	23,795	13,801	13,967	13,967	100.0%	11,000
7295	Utilities: Natural Gas	5,498	3,017	1,000	1,000	100.0%	2,400
7295	Utilities: Water	2,713	1,381	3,721	3,721	100.0%	1,550
7330	Hardware/Software Supplies	7,777	2,116	3,000	3,000	100.0%	3,000
7360	Safety and security	683	194	230	230	100.0%	400
7370	Special Department Supplies	1,178	767	3,000	3,000	100.0%	3,100
7655	Building maintenance	1,785	3,249	2,500	2,500	100.0%	2,300
8940	Contracted Services	3,090	5,316	3,000	3,000	100.0%	2,500
8956	Drugs/Vaccinations	1,615	-	-	-		-
8972	Legal Services	-	-	750	750	100.0%	750
8988	Spay/Neuter Program	49,574	48,192	38,000	38,000	100.0%	39,900
8992	Stiles Removal/D&D Removal	6,552	6,402	6,900	6,900	100.0%	6,900
9013	Communications Equipment	-	402	3,000	3,000	100.0%	3,000
9026	Equipment Maintenance	876	149	1,000	1,000	100.0%	1,000
9052	Gasoline, Diesel and Oil	18,549	16,348	16,500	16,500	100.0%	18,000
9065	Leased Equipment	5,448	6,123	6,500	6,500	100.0%	5,000
9078	Safety Equipment	105	105	1,000	1,000	100.0%	1,000
9091	Vehicle Maintenance	7,354	6,191	6,500	6,500	100.0%	7,200
Total Operations & Maint.		151,624	122,481	127,447	128,447	100.8%	124,300
Department Total		720,616	662,012	752,132	753,132	100.1%	728,188

Code	Expenditure Classification	Actual Expense 2013-14	Actual Expense 2014-15	Amended Budget 2015-16	Estimated Year End 2015-16	% of Budget Expended	Adopted Budget 2016-17
	<b><u>Personnel Schedule</u></b>	<b><u>Actual 2013-14</u></b>	<b><u>Actual 2014-15</u></b>	<b><u>Actual 2015-16</u></b>	<b><u>Adopted 2016-17</u></b>		
	<b>Full Time:</b>						
	Animal Services Director	0.00	0.00	0.00	0.25		
	Animal Services Manager	0.50	0.25	0.25	0.00		
	Animal Services Supervisor	1.00	1.00	1.00	0.00		
	Sr. Animal Services Officer	0.00	0.00	0.00	2.00		
	Animal Services Administrative Secretary	0.50	0.25	0.25	0.25		
	Animal Services Officer II	3.00	3.00	3.00	1.00		
	Animal Services Officer I	0.00	0.00	1.00	2.00		
	Animal Services Technician	1.25	1.25	1.25	1.25		
	<b>Part Time:</b>						
	Animal Services Technician	0.00	0.12	0.12	0.00		
	<b>Total FTE's:</b>	<b>6.25</b>	<b>5.87</b>	<b>6.87</b>	<b>6.75</b>		

ANIMAL SERVICES - SHELTER 1001-2130							
Code	Expenditure Classification	Actual Expense 2013-14	Actual Expense 2014-15	Amended Budget 2015-16	Estimated Year End 2015-16	% of Budget Expended	Adopted Budget 2016-17
Personnel Services							
7010	Salaries & Wages - Permanent	524,274	621,976	674,132	674,132	100.0%	643,206
7020	Salaries & Wages - Part-time	79,050	106,910	96,556	96,556	100.0%	80,314
7025	Part-time Sick Leave				371		500
7030	Overtime	3,291	1,633	3,000	3,000	100.0%	2,000
7110	Cafeteria Benefits	114,190	125,454	129,034	129,034	100.0%	132,470
7120	Deferred Comp	2,619	3,581	5,709	5,709	100.0%	5,651
7140	RHS	-	-	2,447	2,447.00	100.0%	3,148
7150	Medicare	9,124	10,745	11,175	11,175	100.0%	10,565
7160	PERS	100,106	131,269	138,287	138,287	100.0%	129,724
7165	Auto Allowance	-	-	-	-		5,130
<b>Total Personnel</b>		<b>832,655</b>	<b>1,001,568</b>	<b>1,060,340</b>	<b>1,060,711</b>	<b>100.0%</b>	<b>1,012,708</b>
Operations & Maintenance							
7180	Uniform Expense	2,310	2,837	2,500	2,500	100.0%	2,500
7205	Advertising	-	-	750	750	100.0%	750
7223	Disposal Services	4,297	6,215	5,266	5,266	100.0%	6,850
7229	Education & Training	165	2,719	2,000	2,000	100.0%	100
7241	Meetings and Conferences	528	130	1,000	1,000	100.0%	200
7247	Memberships and Dues	297	215	600	500	83.3%	250
7253	Mileage Exp./Allowance	149	64	1,000	1,000	100.0%	1,000
7265	Office Supplies	1,674	3,083	2,500	2,500	100.0%	2,500
7277	Printing/Department Supplies	804	330	2,500	2,500	100.0%	2,500
7289	Subscriptions	148	106	400	200	50.0%	400
7295	Utilities: Phones, Internet	-	1,752.52	2,000	2,000	100.0%	2,000
7295	Utilities: Electricity	37,260	36,211	42,000	42,000	100.0%	36,000
7295	Utilities: Natural Gas	7,174	8,813	3,500	3,500	100.0%	7,000
7295	Utilities: Water Usage	4,284	4,144	7,500	7,500	100.0%	4,500
7305	Animal Food Supplies	1,246	622	1,500	750	50.0%	750
7330	Hardware/Software	2,273	2,994	1,500	1,500	100.0%	1,500
7360	Safety & Security	882	3,215	600	600	100.0%	630
7370	Special Department Supplies	5,379	6,661	8,500	8,500	100.0%	9,400
7655	Building Maintenance	11,972	23,946	15,000	15,000	100.0%	15,000
7755	Grounds Maintenance	2,125	429	3,000	3,000	100.0%	3,000
8940	Contracted Services	14,638	13,236	10,225	10,225	100.0%	10,200
8956	Drugs and Vaccinations	46,093	45,371	38,000	38,000	100.0%	39,900
8960	Veterinary Services	3,679	3,460	2,000	2,235	111.8%	3,500
8988	Adoption Spay / Neuter	84,118	73,641	64,000	64,000	100.0%	72,000
8992	Stiles Removal/D&D Removal	6,042	6,402	6,500	6,500	100.0%	6,500
9013	Communications Equipment	-	172	300	300	100.0%	300
9026	Equipment Maintenance	306	419	750	750	100.0%	750
9052	Gasoline, Diesel, Oil	593	789	1,000	1,000	100.0%	1,000
9065	Leased Equipment	5,448	7,761	7,089	7,089	100.0%	7,300
9091	Vehicle Maintenance	1,023	487	1,000	1,000	100.0%	1,000
<b>Total Operations &amp; Maint.</b>		<b>244,908</b>	<b>256,229</b>	<b>234,480</b>	<b>233,665</b>	<b>99.7%</b>	<b>239,280</b>
9120	Capital Equipment	1,082	-	-	-	0.0%	-
9300	Capital Projects	34	-	-	-	0.0%	-
<b>Total Capital</b>		<b>1,116</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Department Total</b>		<b>1,078,679</b>	<b>1,257,797</b>	<b>1,294,820</b>	<b>1,294,376</b>	<b>100.0%</b>	<b>1,251,988</b>

Code	Expenditure Classification	Actual Expense 2013-14	Actual Expense 2014-15	Amended Budget 2015-16	Estimated Year End 2015-16	% of Budget Expended	Adopted Budget 2016-17
	<b><u>Personnel Schedule</u></b>	<b><u>Actual</u></b>	<b><u>Actual</u></b>	<b><u>Actual</u></b>	<b><u>Adopted</u></b>		
	<b>Full Time:</b>						
	Animal Services Director	0.00	0.00	0.00	0.75		
	Animal Services Manager	0.50	0.75	0.75	0.00		
	Animal Services Supervisor	1.00	1.00	1.00	1.00		
	Animal Services Administrative Secretary	0.50	0.75	0.75	0.75		
	Animal Health Assistant	1.00	1.00	1.00	1.00		
	Senior Animal Services Specialist	1.00	1.00	1.00	1.00		
	Animal Services Technician	4.00	3.75	3.75	3.75		
	Animal Shelter Assistant	2.00	4.00	4.00	4.00		
	<b>Part Time:</b>						
	Animal Services Technician	0.00	0.37	0.37	0.00		
	Office Assistant	0.50	0.50	0.50	0.70		
	Animal Shelter Assistant	3.00	1.00	1.00	0.50		
	Program Assistant	2.25	2.50	2.50	2.00		
	<b>Total FTE's:</b>	<b>15.75</b>	<b>16.62</b>	<b>16.62</b>	<b>15.45</b>		

# CODE ENFORCEMENT



## PROGRAM INFORMATION



The Code Enforcement Department is tasked with maintaining the health safety and welfare in the community, maintaining property values, and reducing visual blight. This is accomplished through a combination of proactive and reactive patrol as well as through problem oriented policing (POP). Reducing visual blight public safety issues is part of the Town's Vision 2020 Goal #1 Public Safety. The Code Enforcement Department is continually looking for ways to become more efficient by streamlining processes and reducing the amount of times each person has to handle a case for actions to be completed. As part of this process, Code Enforcement is now paperless. Rather than housing and managing several thousand file folders, each Code Enforcement Officer is deployed to the field with an iPad. They are able to complete all of the inspections, photographs, and reports using an iPad in the field. Information is immediately transferred to Code Enforcement Technicians who can process the paperwork and send any necessary letters to property owners and property managers. Redundancy has been eliminated and the amount of printing has been reduced by 65,000-75,000 pieces of paper per year. For fiscal year 2016-2017 Code Enforcement will apply for several grants to be able to better eliminate blight in the Town of Apple Valley. These grant funds are used to clean-up illegal dump sites out of the desert, provide tire amnesty day events where residents can drop off tires for free, and Code Enforcement Officers will host neighborhood cleanup events throughout the town providing residents an opportunity to dispose of trash and debris for free. Code Enforcement has



been very proactive in handling cases, last year 73% of all Code Enforcement cases were opened proactively by Officers and 78% of all graffiti cases were opened proactively by Code Enforcement before residents called in to complain about it. It is a priority for Code Enforcement to eliminate blight conditions before residents become concerned enough about it to call in a complaint.

**2015-16 HIGHLIGHTS**

- 5,600 cases opened in 2015-16, 73% proactively opened by officers
- 72% decrease in graffiti in the past five years
- 319% increase in funding received through alternative sources such as grants and city/county payment programs
- Code Enforcement has gone paperless reducing printing by 65,000-75,000 pages annually
- 139.5 tons of debris and 12.93 tons of recyclables were collected during community enhancement events
- 170,138 pounds of trash was removed from the Town by the community enhancement crew
- 3,688 tires were collected using the Tire Amnesty and Tire Clean-up grants
- Partnering with the Sheriff’s Department 6 illegal marijuana grows were identified and abated
- Of the 2151 rental housing inspections, 89% passed the first time

**2016-17 GOALS AND OBJECTIVES**

- Reduce visual blight
- Help maintain property values in Town
- Obtain alternative funding sources for community enhancement events
- Promote partnerships with the community, other agencies, and Town departments
- Increase public education and outreach to residents of the Town
- Promote quality staff
- Use technology to enhance operations
- Maintain same day response time for health, safety, and welfare cases
- Provide courteous, effective, and efficient customer service
- Review policies and procedures to ensure they are in line with current best practices

<b>Department Performance Measures</b>				
	<b>Actual FY 13-14</b>	<b>Actual FY 14-15</b>	<b>Actual FY 15-16</b>	<b>Goal FY 16-17</b>
Increase proactive cases to 75% or greater of the total cases	69%	70%	73%	75%
Increase Problem Oriented Policing (POP) cases by 20%	110	129	130	156
Reduce Graffiti by 5%	1,011	894	860	817
Increase participation from citizens by 10% at Community Enhancement Events.	823	824	950	1,045



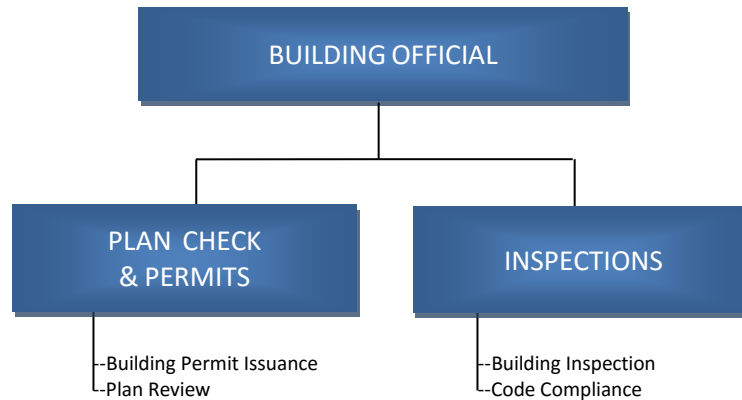
	Actual FY 13-14	Actual FY 14-15	Actual FY 15-16	Goal FY 16-17
Increase recyclables collected at Community Enhancement Events by 10%. (tons)	10.63	7.84	12.93	14.22
Increase debris collected during Community Enhancement Events by 5,000 pounds. (tons)	144	114	139.5	142
Increase tires collected during Tire Amnesty Events by 15%	4,157	4,185	2,954	3,397
Decrease abatement warrants obtained by 10%	24	18	18	16
Increase training for Code Enforcement Staff by 50% (hours)	13	33	49	73
Increase alternative funding, grants, city/county payment programs	\$58,186	\$55,901	\$44,061	\$70,749



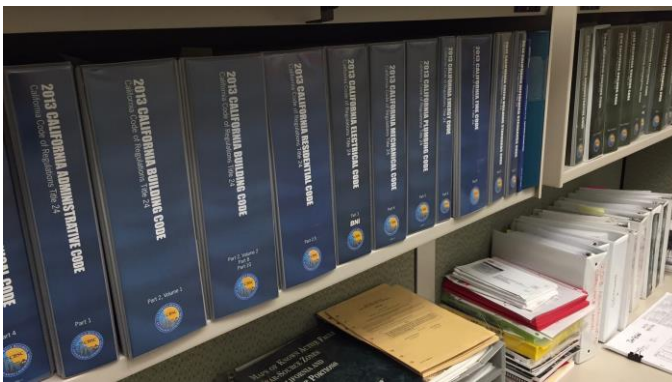
CODE ENFORCEMENT 1001-3110							
Code	Expenditure Classification	Actual Expense 2013-14	Actual Expense 2014-15	Amended Budget 2015-16	Estimated Year End 2015-16	% of Budget Expended	Adopted Budget 2016-17
Personnel Services							
7010	Salaries & Wages - Permanent	521,541	599,640	594,852	594,852	100.0%	635,669
7020	Salaries & Wages - Part-time	52,761	36,449	49,140	49,140	55.0%	29,557
7030	Overtime	724	2,218	2,000	2,000	100.0%	2,000
7110	Cafeteria Benefits	91,185	106,009	97,182	97,182	100.0%	102,382
7120	Deferred Comp	2,782	2,918	3,073	3,073	100.0%	3,676
7140	RHS	-	-	2,941	2,941	-	3,109
7150	Medicare	8,636	9,621	9,338	9,338	100.0%	9,651
7160	PERS	110,535	130,595	119,695	119,695	100.0%	135,618
7165	Auto Allowance	-	-	-	-	-	342
<b>Total Personnel</b>		<b>788,165</b>	<b>887,451</b>	<b>878,221</b>	<b>878,221</b>	<b>100.0%</b>	<b>922,004</b>
Operations & Maintenance							
7180	Uniform Cleaning	2,352	2,816	3,600	3,600	100.0%	3,600
7205	Advertising	-	-	500	500	50.0%	500
7229	Education & Training	2,411	3,281	5,600	5,600	100.0%	6,300
7241	Meetings & conferences	125	25	800	800	100.0%	200
7247	Membership & dues	131	33	860	860	1	50
7253	Mileage Exp/Allowance	-	-	-	-	-	-
7259	Miscellaneous Costs	-	30	-	-	-	-
7265	Office Supplies	381	698	1,000	1,000	100.0%	1,000
7277	Printing	1,238	1,200	1,500	1,500	100.0%	1,500
7289	Subscriptions	1,169	1,500	1,500	1,500	100.0%	1,500
7295-0109	Utilities: Phones	7,128	6,748	7,200	7,200	100.0%	7,200
7325	Graffiti Supplies & Removal costs	38,223	34,627	40,000	40,000	100.0%	32,000
7330	Hardware/Software Supplies	-	-	1,800	1,800	50.0%	1,800
7350	Public Information	1,000	882	1,500	1,500	100.0%	1,500
7370	Special Dept Supplies/Exp	1,226	988	1,000	1,000	100.0%	1,000
7970	Small Tools	34	500	500	500	100.0%	500
8940	Contracted Services	24,820	25,274	40,000	40,000	100.0%	32,000
9026	Equipment Maintenance	1,029	728	800	800	100.0%	800
9052	Gasoline, Diesel, oil	21,725	18,560	20,000	20,000	100.0%	20,000
9065	Leased Equipment	1,196	645	2,000	2,000	100.0%	2,000
9091	Vehicle Maintenance	9,720	8,479	10,000	10,000	100.0%	10,000
9610-4910	Transfer Tire Amnesty Grant	-	(10,248)	-	-	-	-
<b>Total Operations &amp; Maintenance</b>		<b>113,907</b>	<b>96,766</b>	<b>140,160</b>	<b>140,160</b>	<b>100.0%</b>	<b>123,450</b>
Capital Expenditures							
9120	Capital Equipment	29,454	-	-	-	-	-
<b>Total Capital Expenditures</b>		<b>29,454</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Department Total</b>		<b>931,525</b>	<b>984,217</b>	<b>1,018,381</b>	<b>1,018,381</b>	<b>100.0%</b>	<b>1,045,454</b>

<b>Personnel Schedule</b>	<b>Actual 2013-14</b>	<b>Actual 2014-15</b>	<b>Actual 2015-16</b>	<b>Adopted 2016-17</b>
<b>Full Time:</b>				
Assistant Town Manager	0.00	0.00	0.00	0.05
Code Enforcement Manager	1.00	1.00	1.00	1.00
Executive Secretary	0.00	0.00	0.00	0.03
Senior Code Enforcement Officer	1.00	1.00	1.00	1.00
Code Enforcement Officer II	5.00	5.00	4.00	4.00
Code Enforcement Officer I	1.00	1.00	1.00	1.00
Code Enforcement Technician	2.00	2.00	2.00	2.00
<b>Part Time:</b>				
Community Enhancement Officer	0.50	0.50	0.50	0.50
Code Enforcement Technician	0.50	0.50	0.50	0.00
<b>Total FTE's:</b>	<b>11.00</b>	<b>11.00</b>	<b>10.00</b>	<b>9.58</b>

# BUILDING AND SAFETY



## PROGRAM INFORMATION



The Town of Apple Valley Building and Safety Department implements policy and procedure for the construction process by use of the Municipal Code, California Code of Regulations Title 24 and Federal Regulation. Contract services are utilized to cost effectively maintain the highest level of customer service possible, by adjustment of staff levels based on projected workload. The following examples outline some of the many services provided by our department:

- Provide general information regarding building codes, construction methods and materials used within the building environment.
- Thorough evaluation of plan submittal documents to assure all necessary information has been included.
- Rapid plan disbursement to appropriate Departments and Agencies for review.
- Timely plan reviews performed by International Code Council (ICC) certified plan review staff.
- Comprehensive field inspections performed by International Code Council (ICC) certified inspection staff.
- Issuance of Certificates of Occupancy for new businesses within the Town.

The Building Safety Department is committed to advancing public safety in the built environment through training, collaboration and community partnership, which results in safe, accessible and healthy structures.

### 2015-16 HIGHLIGHTS

- Staff obtained 3 additional technical certifications demonstrating their experience and growth.
- Reduced plan review turnaround time and total number of onsite inspections for complying small residential rooftop solar installations.
- Limited maximum permit fees on small residential rooftop solar.
- Reduced fees for permits normally requiring only one inspection, such as water heaters, septic tanks, pits, and the connection to existing gas and electric meters.
- Review of existing Certificate of Occupancy issuance procedure, to reconcile regulation with interdepartmental notification objective.

### 2016-17 GOALS AND OBJECTIVES

- Demonstrate the departments expertise by obtaining additional professional certification.
- Provide training opportunities that motivate staff toward career advancement, responsibility and community service.

- Implement efficient Certificate of Occupancy procedure in conformance with the Municipal Code and California Statute.
- Concise and effective review, permitting and inspection of all private and public land development projects.
- Promote and provide “Express Plan Check” services for projects and can be approved over-the-counter
- Provide ever faster plan review, routing and response to permit applicants.
- 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
- Provide the highest level of flexibility when scheduling inspections and field reviews to ensure that all customer needs are met in a timely and efficient manner.
- Promote the reputation for being a customer friendly Building and Safety Department.

<b>Department Workload Indicators.</b>				
	Actual FY 14-15	Goal FY 15-16	Estimated FY 15-16	Goal FY 16-17
Express Plan Checks	108	230	117	126
Total Number of Plan Checks	1,172	1,000	950	1026
New Single Family Residence Permits	108	120	114	117
Total Applications Received	3040	NA	3264	3525
Number of Inspections Per Day	23	25	25	27
Total Number of Inspections	5822	6,300	6,100	6500
Certificates Of Occupancy Issued	137	150	136	147

<b>Department Performance Measures</b>				
	Actual FY 14-15	Goal FY 15-16	Estimated FY 15-16	Goal FY 16-17
% Increase of Express Plan Check Total Plan Checks	13%	15%	10%	15%
% of Residential Plan Check < 5 days	97%	99%	98%	99%
% Commercial Plan Check < 10 days	92%	99%	96%	99%
Average Days in Plan Check	3	2	2.5	2
Revision to engineering plan checks and site plans reviewed in < 7 days	94%	100%	96%	99%
% Increase of Departmental Certifications	4%	10%	11%	15%
Training per person: Technical, Safety, Administrative & Mentoring	15hr	30hr	46hr	92hr

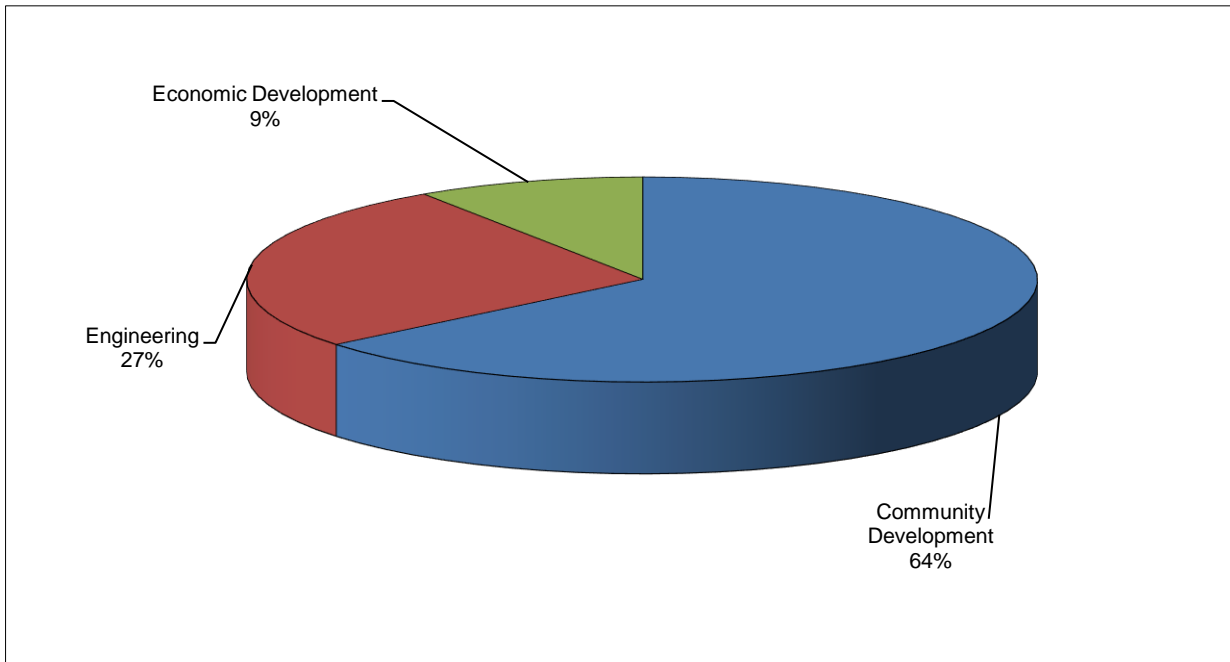


<b>BUILDING &amp; SAFETY 1001-4010</b>							
<b>Code</b>	<b>Expenditure Classification</b>	<b>Actual Expense 2013-14</b>	<b>Actual Expense 2014-15</b>	<b>Amended Budget 2015-16</b>	<b>Estimated Expense 2015-16</b>	<b>% of Budget Expended</b>	<b>Adopted Budget 2016-17</b>
	Operations & Maintenance						
7247	Memberships & Dues	215	215	440	440	100.0%	0
7265	Office Supplies	355	332	675	675	100.0%	675
7277	Printing	569	464	900	900	100.0%	1,500
8932	Building & Safety Contractor	473,529	581,971	500,000	560,000	112.0%	590,000
	<b>Total Operations &amp; Maint.</b>	<b>474,667</b>	<b>582,982</b>	<b>502,015</b>	<b>562,015</b>	<b>112.0%</b>	<b>592,175</b>
	<b>Department Total</b>	<b>474,667</b>	<b>582,982</b>	<b>502,015</b>	<b>562,015</b>	<b>112.0%</b>	<b>592,175</b>

\* Staffing level determined by demand for services.

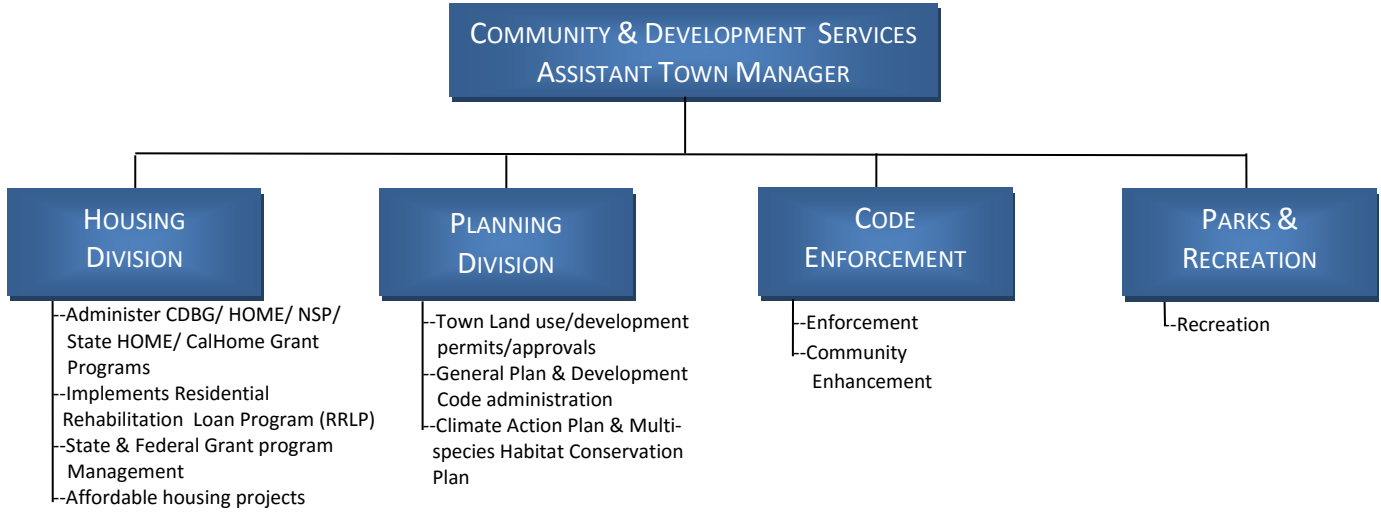
## 2016/17 Community/Economic Development Expenditures

Community Development	867,932
Engineering	360,600
Economic Development	126,540
Total-Econ. & Community Development Services	<u><u>1,355,072</u></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 Federal and State grant programs, various housing development projects, rehabilitation and home purchase programs; 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 (MSHCP).

The functions within the Community Development Department have a direct impact on the ability to achieve the Town Council’s Vision 2020 goals. The administration of the Town’s Federal and State grant programs touches many within the community by providing improved housing opportunities; public facilities and infrastructure; assistance to small businesses; as well as assistance to non-profit programs to fund programs assisting the elderly, at risk youth, homeless and others in need in the community. The Planning Division serves as the lead on all development proposals ensuring adherence to the General Plan, Development Code, Specific Plans, and Climate Action Plan (Greenhouse Gas Emissions). Planning staff implements the Town’s high quality development strategy, which promotes and provides for a **Thriving Economy**, builds **Adequate and Well Maintained Infrastructure** and a **Strong Transportation System**, designs **Safe Communities**, builds and provides **Ample Parkland** and creates a **Revenue Generation** for the Town. Completion of the Town’s MSHCP will allow the Town to administer the permitting of the Endangered Species Act, which will conserve the desert environment while allowing the Town to maintain local control of future development as provided within the Town’s General 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:** Administers Federal and State grant funding for the purpose of building sustainable communities, creating suitable living environments and expanding economic opportunities for the benefit of low and moderate income persons and households. Housing Management develops five year strategy plans (Affirmatively Furthering Fair Housing (AFFH) and the Consolidated Plan) as well as annual Action Plans and Consolidated Action Plan/Evaluation Reports (CAPER) that produce and report the goals, strategies, plans and results of implementing short and long term funding actions.

**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, including CEQA analysis, develops and maintains Multi-species Habitat Conservation Plan, implements the Town’s Annexation program, provides staff support to the Planning Commission, Equestrian Advisory Committee and coordinates Development Advisory Board and Development Review Committee activities. The Planning Division also administers the Town’s GIS system.

## 2015-16 HIGHLIGHTS

- Completed a comprehensive Sign Code update.
- Completed an amendment to the Water Conservation/Landscaping Requirements Ordinance to include the State's Water Efficient Landscape Ordinance and addressed the need for landscape provision specific to single family infill development.
- Completed an amendment to Residential Design Standards as it relates to single family infill and subdivision development.
- Provided assistance to 20 low-income individuals and families requiring critical home repair(s) in Apple Valley.
- Administered 4 capital improvement/economic development projects.
- Provided funding to 11 non-profit agencies who serve residents in need with sheltering, food, clothing, necessary supplies, counseling and guidance.
- Administered the servicing of 350 housing loans that assisted low income residents with home purchases and rehabilitation of their owner occupied residences.
- Provided/supported community workshops and trainings that provide education and awareness regarding housing sustainability, financial management, foreclosure prevention and fair housing issues.
- Initiated planning and development of new construction for affordable multi-family and senior housing.

### Multi-Species Habitat Conservation Plan *Protected Species*



## 2015-16 GOALS AND OBJECTIVES

- Complete the Multi-Species Habitat Conservation Plan and receive permits from US Fish and Wildlife and the state Department of Fish and Wildlife.
- Facilitate NAVISP Infrastructure Planning and Development (to include Infrastructure Expansion Plan; Financing Alternatives)
- Continue to improve service that is prompt and professional and that ensures all public information is accurate and timely.
- Ensure that Code and process allow for land use review and approval of all business licenses.

- Award contract and begin construction to develop affordable housing on Town owned multi-family zoned vacant land.
- Complete a Development Code clean-up.
- Complete amendments to the General Plan.
- Continue to review and approve project entitlements faster than any other community in California.
- Continue to administer Federal and State grant funds.
- Complete the Affirmatively Furthering Fair Housing (AFFH), 2017-2021 Five Year Consolidated Plan and 2017-18 First Year Action Plan.

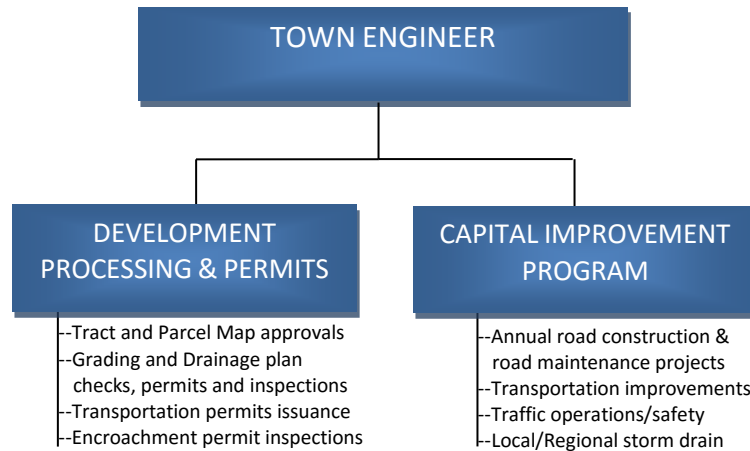
<b>Workload Indicators – Community Development</b>			
	Actual FY 15-16	Goal FY 15-16	Estimated FY 16-17
# of meetings staff provided support for the Planning Commission, Equestrian Advisory Committee and the Community Development Citizens Advisory Committee	20	n/a	20
# of meetings staff provided support of the Development Advisory Board meetings	20	n/a	20
# of entitlements/permits processed	200	n/a	250
Conduct Fair Housing Workshops	1	1	2
Provide 0% deferred payment loans to homeowners for the purpose of making repairs to their homes	25	25	25
Provide shelter services for homeless persons	25	25	25
Provide clothing kits to low income school children	400	400	400
Provide pantry services to low income households	250	250	250
Provide shelter and outreach services to victims of domestic violence	50	50	50
Provide at risk youth with an after school literacy program	20	20	20
<b>Performance Measures – Community Development</b>			
	Actual FY 15-16	Goal FY 15-16	Estimated FY 16-17
Process project entitlements requiring Planning Commission approval within 6 week of application being deemed complete	100%	100%	n/a
Process project entitlements requiring administrative approval within 30 days of application being deemed complete	99%	100%	n/a
Complete Residential Rehabilitation application and construction process within 5 months of intake of application	x	80%	80%
Respond to phone and email inquiries within 24 hours	n/a	90%	90%
Complete 80% of the CDBG projects allocated within the 16/17 fiscal year.	n/a	80%	80%
Provide loan payoff/reconveyances and refinance subordination services for existing housing loans within 15 days of request	x	90%	90%

**PLANNING-COMMUNITY DEVELOPMENT 1001-4610**

<b>Code</b>	<b>Expenditure Classification</b>	<b>Actual Expense 2013-14</b>	<b>Actual Expense 2014-15</b>	<b>Amended Budget 2015-16</b>	<b>Estimated Expense 2015-16</b>	<b>% of Budget Expended</b>	<b>Adopted Budget 2016-17</b>
<b>Personnel Services</b>							
7010	Salaries & Wages, Permanent	418,477	541,291	570,167	570,167	100.0%	548,002
7020	Salaries & Wages, Part-time	19,266	11,569	12,000	12,000	100.0%	12,000
7110	Cafeteria Benefits	50,269	59,730	62,481	62,481	100.0%	62,397
7120	Deferred Comp	12,069	17,597	17,924	17,924	100.0%	16,712
7140	RHS	-	-	2,827	2,827	100.0%	2,706
7150	Medicare	6,270	7,915	8,541	8,541	100.0%	8,199
7160	PERS	90,837	138,255	136,315	136,315	100.0%	127,776
7170	Direct Housing Loan Costs	(30,382)	(15,077)	-	-		
<b>Total Personnel</b>		<b>566,805</b>	<b>761,280</b>	<b>810,255</b>	<b>810,255</b>	<b>100.0%</b>	<b>777,792</b>
<b>Operations &amp; Maintenance</b>							
7205	Advertising	3,564	3,354	5,000	5,000	100.0%	5,000
7229	Education & Training	3,910	2,992	11,000	7,000	63.6%	9,600
7241	Meetings & Conferences	8,895	10,477	12,500	8,500	68.0%	2,900
7247	Memberships & Dues	1,630	725	3,000	3,000	100.0%	1,100
7253	Mileage	5,557	7,969	8,040	8,040	100.0%	8,040
7259	Miscellaneous Costs	-	60				
7265	Office Supplies	1,083	1,328	2,000	1,500	75.0%	1,500
7277	Printing	42	42	-			
7289	Subscriptions	517	551	1,100	1,000	90.9%	1,000
7330	Hardware/Software Supplies/Exp	260	0	6,200	0		6,200
8940	Contracted Services and	72,736	39,503	100,000	80,000	80.0%	50,000
8968	Filing Fees	2,206	0	3,500	3,500	100.0%	4,800
<b>Total Operations &amp; Maint.</b>		<b>100,400</b>	<b>67,002</b>	<b>152,340</b>	<b>117,540</b>	<b>77.2%</b>	<b>90,140</b>
<b>Department Total</b>		<b>667,205</b>	<b>828,282</b>	<b>962,595</b>	<b>927,795</b>	<b>96.4%</b>	<b>867,932</b>

<b>Personnel Schedule</b>	<b>Actual 2013-14</b>	<b>Actual 2014-15</b>	<b>Actual 2015-16</b>	<b>Adopted 2016-17</b>
<b>Full Time:</b>				
Assistant Town Manager	0.00	1.00	1.00	0.80
Community Development Director	0.82	0.00	0.00	0.00
Principal Planner	0.00	1.00	1.00	1.00
Senior Planner	1.91	1.00	1.00	1.00
Associate Planner	0.85	0.84	0.84	1.00
Executive Secretary	0.50	1.00	1.00	0.90
Program Assistant	0.00	0.50	0.50	0.40
<b>Part Time:</b>				
Intern	0.50	0.00	0.00	0.00
Planning Commissioners	1.25	1.25	1.25	1.25
<b>Total FTE's:</b>	<b>5.83</b>	<b>6.59</b>	<b>6.59</b>	<b>6.35</b>

# ENGINEERING DEPARTMENT



## PROGRAM INFORMATION



Many of the Engineering Services Department functions are essential toward the advancement and accomplishment of the top four Apple Valley Vision 2020 Priority Goals and Objectives. The Vision 2020 Goal number four is **Transportation**, and the Engineering Department works in close cooperation with Local, Regional, State and Federal Transportation agencies to develop and improve our local and regional transportation network. **Economic Development** is Vision 2020 Goal number three, and the Engineering Department plays a key role in processing, reviewing, approving, permitting and inspecting development related public infrastructure construction and on-site grading in Apple Valley. **Public Infrastructure** is our Vision 2020 Goal number two, 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. **Public Safety** is Vision 2020 Goal number one, and the Engineering Department plays an important role in developing and maintaining our Public Safety Standard as it pertains to Traffic Operations, Traffic Safety, Pedestrian and Bicycle Safety, and any activities in the Public Right of Way. Engineering serves as the Flood Plain Administrator, working with FEMA to manage storm related public hazards within our community.





**2015-16 ACCOMPLISHMENTS**

- **Yucca Loma Bridge:** Construction of the bridge has been completed in preparation of its concurrent opening after completion of the next phase of the project--Yucca Loma Road Widening from the bridge to Apple Valley Road
- **Yucca Loma Road Widening (Yucca Loma Bridge to Apple Valley Road):** Awarded a contract and began construction of the Yucca Loma Road Widening Project from the Yucca Loma Bridge to Apple Valley Road
- **Yucca Loma Road Widening (Apple Valley Road to Rincon Road):** Completed the design of the Yucca Loma Road Widening Project from Apple Valley Road to Rincon Road
- **Powhattan Road Improvements:** Completed improvements along Powhattan Road in front of James Woody Park
- **Safe Routes to School Masterplan:** Awarded a contract and began preparing a Safe Routes to School Masterplan for the K-8 Schools in the AVUSD
- **Bear Valley Road Bike Path:** Completed the design of a Class I Bikeway along Bear Valley Road (Reata Road to Victor Valley College) and awarded a construction contract

- **Town-Wide Class II Bikeway:** Completed Design of the Town-Wide Class II Bikeway upgrades project and awarded a construction contract
- **Accessible Pathway (Albertsons to Apple Valley Inn):** Constructed an accessible pathway from the terminus of the sidewalk in front of Albertsons to the Apple Valley Inn along Hwy 18
- **Bear Valley Road and Mohawk Road Traffic Signal:** Installed a traffic signal and ADA improvements at the intersection Bear Valley Road at Mohawk Road
- **Apple Valley Road and Tuscola Road Traffic Signal:** Installed a traffic signal and ADA improvements at the intersection Apple Valley Road at Tuscola Road

**2016-17 GOALS AND OBJECTIVES**

- **Yucca Loma Elementary School:** Finalize construction of the Yucca Loma Elementary School Safe Routes to School Project
- **Ramona Road Widening:** Finalize construction and inspection of the Ramona Avenue Widening project from Navajo Road to Central Avenue
- **Rancho Verde Safe Routes to School:** Finalize construction and inspection of the Rancho Verde Elementary School Safe Routes to School Project

- **Apple Valley Road Rehabilitation:** Finalize construction of the Apple Valley Road Rehabilitation Project from Bear Valley Road to Town Center Drive
- **Bear Valley Bridge:** Continue to work with consultant to obtain environmental certification from Caltrans and prepare preliminary design for the bridge rehabilitation and widening
- **Apple Valley Road and Highway 18 Realignment:** Continue to work with consultant to obtain Caltrans right-of-way certification and prepare final plans, specifications, and engineer's estimate
- **Paving Priorities:** Conduct Town-wide slurry seal based on the Town's Pavement Management System (PMS)
- **Dale Evans Parkway at Waalew Realignment:** Continue to work with consultant to complete plans, specifications, and engineer's estimate and obtain right-of-way clearance
- Serve as the **Flood Plain Administrator**, working with FEMA to manage storm related public hazards within our community
- **High Desert Corridor:** 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 2016.



<b>Department Workload Indicators</b>			
	Goal 2015-2016	Actual 2015-2016	Goal 2016-2017
1. Construction CIPS completed	13	5	10
2. Design CIPS completed	1	7	2
3. Planning Projects reviewed and conditioned	25	48	58
4. Grading Plans reviewed and approved	N/A	42	50
5. Improvement Plans reviewed and approved	N/A	6	8
6. Parcel and Tract Maps reviewed and approved	N/A	1	2
7. Encroachment Permits processed	N/A	575	575
8. CRM (Citizen Response Management) requests processed	N/A	32	50
9. Traffic Collisions Data Reports recorded in database	N/A	555	490
10. Traffic Surveys performed	N/A	10	10
<b>Department Performance Measures</b>			
	Goal 2015-2016	Actual 2015-2016	Goal 2016-2017
1. Construction CIPS completed within budget	N/A	60%	100%
2. Design CIPS completed within schedule	N/A	57%	100%
3. Conditions of approval issued within 10 business days	N/A	95%	100%
4. Grading Plans processed within allotted time*	100%	95%	100%
5. Improvement Plans processed within allotted time*	100%	95%	100%
6. Parcel and Tract Maps processed within allotted time*	100%	95%	100%
7. Encroachment Permits processed within 1 business day	N/A	100%	100%
8. Responses to CRM requests within two weeks	N/A	97%	100%
9. Traffic Collision Data Reports recorded in database within ten days	N/A	100%	100%
10. Traffic Surveys completed within 30 days	N/A	90%	100%

\* 10 business days for 1st review and 7 business days for 2nd review

ENGINEERING 1001-4410							
Code	Expenditure Classification	Actual Expense 2013-14	Actual Expense 2014-15	Amended Budget 2015-16	Estimated Expense 2015-16	% of Budget Expended	Adopted Budget 2016-17
Operations & Maintenance							
7241	Meetings & conferences	-	1,733	-	1,500	0.0%	0
7265	Office Supplies	563	58	300	300	100.0%	300
7277	Printing	409	164	300	300	100.0%	300
8964	Engineering Contractor	464,685	442,102	350,000	350,000	100.0%	360,000
Total Operations & Maint.		465,657	444,058	350,600	352,100	100.4%	360,600
Department Total		465,657	444,058	350,600	352,100	100.4%	360,600

# ECONOMIC DEVELOPMENT



Apple Valley, CA  
Economic Development

- Cultivate economic and job growth
- Support business retention and expansion
- Attract investment and development
- Market and brand Apple Valley

## DESCRIPTION

The Town Manager’s Economic Development Office (“Office” or “EDO”) creates and implements job retention, expansion and attraction programs and services in order to carry out the Town Council’s *Vision 2020* goals and to market Apple Valley as a pro-business community. These activities subsequently help to increase the quality of life for Apple Valley residents.

The Office accomplishes its purposes via attendance and participation at various industry trade shows and conferences, association memberships, strategic marketing and advertisement in print, social and online media platforms. The Office interfaces and develop relationships with target-industry site selection consultants, commercial real estate brokers and developers, business owners and decision-makers, and tenant representatives. Other key activities include serving as liaison between private and public representatives during site selection due diligence and predevelopment stage; to facilitate planning, funding and development of infrastructure and utilities; to provide economic analysis and facilitate feasibility studies, market reports and property data; to attract grants and investments for job creation and infrastructure development; and to represent the Town in the business community.



The Office leverages resources by partnering with other Town departments as well as outside agencies including the Apple Valley Chamber of Commerce, the Apple Valley Village Property and Business Improvement District (PBID) Association, High Desert Opportunity, Team California, and other stakeholders. In this capacity the Office works to provide a pro-business climate by: supporting educational, vocational, trade and skill-training initiatives; ensuring transparent and streamlined application of land use and development code standards; advocating for the transportation and storm drainage demands of new development and the efficient and transparent application of building standards; encouraging the expansion of sewer and reclaimed water infrastructure to service the NAVISP area; and by attracting grants and investments for job-creation and infrastructure-development purposes.

## PROGRAM CHANGES FOR FY 2016-17

The Office will focus on backfilling vacant retail space and capitalizing on the growing industrial sector stemming from the Inland Empire, one of the hottest markets in the nation. The Office will continue to target business and real estate executives, industry professionals and site selection consultants in an effort to expand the awareness of its available residential, commercial and industrial space and development opportunities. Services will also focus on strategic media placement and direct engagement with targeted job creators. The Office will continue to leverage its resources and services via Opportunity High Desert (OHD), the regional economic development marketing partnership of the High Desert cities, as well as the Governor’s Office of Economic and Business Development, and Team California, at the state level.





## 2015-16 HIGHLIGHTS

- Competed successfully to attract 1.3 million square foot distribution center
- Approved funding agreement for regional street improvements adjacent to planned distribution center
- Welcomed Jimmy John's Subs, Off the Grid Brewing Company, Salon 18 Suites, et al
- Helped lead marketing partnership Opportunity High Desert (OHD) cities
- Advanced Shop Local Campaign, Business Visitation Program and Small Business Loan Program
- Exhibited, presented and/or attended retail and industry association events including NAIOP, Team California's Meet the Site Selection Consultants Forum, IAMC, ICSC, CBC Real Estate Symposium
- Served as board member or liaison to Team California, the state's economic development marketing arm, High Desert Opportunity (HDO), and AV Village PBID Association



## 2016-17 GOALS AND OBJECTIVES

- Advocate for legislation to create and fund state economic development tools and programs
- Market Apple Valley as a proven pro-business community and cost-effective alternative to Inland Empire and other areas
  - Manage lead generation and relations, including responses to requests for information
  - Cultivate existing and develop new relationships with site selection consultants and commercial real estate professionals and business owners
  - Update marketing material and grow media placement and advertising efforts including updates to website
- Pursue professional development via formal education, and industry and skills training
- Partner with education, vocation and job training associations to improve quality of workforce
- Support local business community through resource connection, Shop Local campaign, Small Business Loan Program, et al

### Workload Indicators

	Actual FY 14-15	Goal FY 15-16	Estimated FY 15-16	Goal FY 16-17
Business Visits	20	25	77	50
Serve on Economic Development Boards/Committees	6	6	6	6
Lead management and correspondence with key business prospects	50	60	50	50
Create new economic development initiative, program and/or service	4	15	15	15
Ad placements in industry publications and media	6	10	10	12
Speak, attend and/or exhibit at industry conferences and tradeshows	5	9	2	2
Conduct prospective business meetings and site tours	20	25	250	250

### Performance Measures

	Actual FY 14-15	Goal FY 15-16	Estimated FY 15-16	Goal FY 16-17
Meet 25 new target audience representatives	12	15	17	25
Visit 50 Businesses	20	25	77	50
Respond to Site Selectors by Deadline	100%	100%	100%	100%
Generate five industry news articles/press releases	2	2	2	5
Email monthly Constant Contact feature		6	7	12
Advertise in 12 industry publications	6	10	10	12

<b>ECONOMIC DEVELOPMENT 1001-4310</b>							
<b>Code</b>	<b>Revenue Classification</b>	<b>Actual Expense 2013-14</b>	<b>Actual Expense 2014-15</b>	<b>Amended Budget 2015-16</b>	<b>Estimated Expense 2015-16</b>	<b>% of Budget Expended</b>	<b>Adopted Budget 2016-17</b>
<b>Personnel Services</b>							
7020	Salaries - Part-time	1,145	10,537	18,644	18,644	100%	19,249
7150	Medicare	17	142	270	270	100%	279
7160	PERS	72	1,565	0		0%	1,262
<b>Total Personnel</b>		<b>1,234</b>	<b>12,244</b>	<b>18,914</b>	<b>18,914</b>	<b>100%</b>	<b>20,790</b>
<b>Operations &amp; Maintenance</b>							
7205	Advertising	4,495	8,293	12,000	15,000	125%	15,000
7229	Education & Training	931	2,211	4,000	4,000	100%	3,100
7241	Meetings & Conferences	2,566	2,826	3,950	3,950	100%	3,900
7247	Memberships & Dues	695	1,434	4,325	4,325	100%	2,800
7253	Mileage	1,185	754	3,000	2,500	83%	2,500
7259	Miscellaneous	250	30	250	50	20%	250
7265	Office Supplies	186	999	500	375	75%	500
7271	Postage	-	-	500	500	100%	1,500
7277	Printing	139	1,110	2,000	2,000	100%	4,000
7289	Subscriptions	59	1,093	1,745	1,745	100%	1,700
7330	Hardware/Software	250	772	750	500	67%	500
7515	Marketing	8,511	5,619	5,000	5,000	100%	5,000
7584	Sponsorships	1,085	9,495	6,750	6,750	100%	7,000
7640	Events & Tradeshow	28,281	10,236	30,000	28,000	93%	28,000
8940	Contracted Services	7,333	31,609	34,500	33,250	96%	30,000
<b>Total Operations and Maintenance</b>		<b>55,966</b>	<b>76,481</b>	<b>109,270</b>	<b>107,945</b>	<b>99%</b>	<b>105,750</b>
<b>Department Total</b>		<b>57,200</b>	<b>88,725</b>	<b>128,184</b>	<b>126,859</b>	<b>99%</b>	<b>126,540</b>

<b>Personnel Schedule</b>	<b>Actual 2013-14</b>	<b>Actual 2014-15</b>	<b>Actual 2015-16</b>	<b>Adopted 2016-17</b>
<b>Part Time:</b>				
Economic Development Intern	0.25	0.25	0.68	0.68
<b>Total FTE's:</b>	<b>0.25</b>	<b>0.25</b>	<b>0.68</b>	<b>0.68</b>

**Town of Apple Valley  
Capital Improvement Plan  
FY 2016-2017 Budget by Funding Source**

	Measure I	TIF	Grants	Storm Drains	Wastewater	Totals
<b>Estimated Beginning CIP Resources Available</b>						
at July 1, 2016	7,082,315	5,792,473	-	1,494,507	40,913,184	
<b>Estimated Revenues</b>	1,610,000	412,000	5,655,094	121,500	6,940,000	
<b>Total Resources Available</b>	8,692,315	6,204,473	5,655,094	1,616,007	47,853,184	
<b>Preliminary Design</b>						
Bear Valley Bridge (Mojave River Bridge)	55,056		424,944			480,000
High Desert Corridor	25,000					25,000
Standing Rock Road Realignment / Hwy 18 Signal - co	150,000					150,000
Tao Road Analysis	95,000					95,000
<b>Full Design</b>						
Apple Valley Safe Routes to School Master Plan - co	12,825		114,675	12, 13*		127,500
Dale Evans Parkway @ Waalew Road (Realignment) - co	280,000					280,000
Hwy 18 Shoulder Median (Navajo to Central) - co	45,000					45,000
Hwy 18 West End Widening (Phase 1, AVR Realignment) - co	20,000					20,000
Lafayette @ Dale Evans Parkway		12,000				12,000
<b>Construction</b>						
Apple Valley Road Rehabilitation (Bear Valley to Town Center) - co	5,000					5,000
Bear Valley Bike Path - co	5,000		191,284	2*		196,284
Bus Stop Improvements (Bear Valley & Central) - co			35,000	4*		35,000
Lafayette @ Dale Evans Parkway		1,218,333				1,218,333
Mojave Riverwalk South - co			923,000	14*		923,000
Paving Priorities (50% Categorical/50% Non-Categorical)	1,000,000					1,000,000
Ramona Road Widening (Navajo Rd to Central Rd) - co	10,000					10,000
Rancho Verde Elementary School - SR2S - co	10,000					10,000
SANBAG Congestion Management Plan	5,000					5,000
Town wide Class II bikeway upgrade - co	5,000					5,000
Yucca Loma Bridge - co	318,000		52,000	8*		370,000
Yucca Loma Elementary School - SRTS - co	123,010		300,600	15*		423,610
Yucca Loma Road Widening (YLB to Apple Valley Rd)		1,445,125	3,804,875	5, 6, 10, 11*		5,250,000
<b>Road Total</b>	2,163,891	2,675,458	5,846,378			9,451,227

**Town of Apple Valley  
Capital Improvement Plan  
FY 2016-2017 Budget by Funding Source**

	Measure I	TIF	Grants	Storm Drains	Wastewater	Totals
<b>Storm Drains Fund</b>						
<b>Storm Drains Fund Total</b>						
<b>Wastewater</b>						
Ramona Avenue Sewer Repair and Laterals				30,000		30,000
Sewer Manhole Rehabilitation, Various Locations				100,000		100,000
Sewer Main Replacement, Various Locations				100,000		100,000
<b>Wastewater Total</b>	-	-	-	230,000	-	230,000
<b>Capital Projects Total</b>	2,163,891	2,675,458	5,846,378	230,000	-	10,915,727
<b>Estimated Ending CIP Resources Available June 30, 2017</b>	<b>6,528,424</b>	<b>3,529,015</b>	<b>(191,284.00)</b>	<b>1,616,007</b>	<b>47,853,184</b>	

**\* Other Funding Sources**

- 1) HBP = Highway Bridge Program - Federal Grant
  - 2) Caltrans Bicycle Facilities Utility (2013 Fund)
  - 3) SLPP = State Local Partnership Program
  - 4) LTF = Local Transportation Funds (2015 Fund)
  - 5) Z4 FC = Zone 4 Flood Control - county (3,400,000)
  - 6) STP = Surface Transportation Program (750,000)
  - 7) MLHP = Major Local Highway Program
  - 8) San Bernardino County - Public Works
  - 9) CDBG (Public Services)
  - 10) ATP - Active Transportation Program - State (4910 1,095,000)
  - 11) SANBAG - Measure I 2010-2040 - MHLF
  - 12) Sustainable Transportation Planning Grant
  - 13) 50% Share of cost reimbursement from AVUSD (12,825)
  - 14) SCAG (923,000) 4910 Fund
  - 15) Safe Routes to School
- TIF = Transportation Impact Fees (fund 4410)  
DIF = Storm Drainage Facilities Fees (fund 4760)

**Town of Apple Valley  
Capital Improvement Plan  
7 Year Plan 2016-2023**

Projects	16/17	17/18	18/19	19/20	20/21	21/22	22/23	Totals
<b>Road Projects</b>								
<b>Preliminary Design</b>								
Bear Valley Bridge (Mojave River Bridge) - co	480,000	-	-	-	-	-	-	480,000
High Desert Corridor	25,000	25,000	25,000	25,000	25,000	25,000	25,000	175,000
Standing Rock Road Realignment / Hwy 18 Signal - co	150,000	-	-	-	-	-	-	150,000
Tao Road Analysis	95,000	-	-	-	-	-	-	95,000
<b>Full Design</b>								
Apple Valley Safe Routes to School Master Plan - co	750,000	25,000	25,000	25,000	25,000	25,000	25,000	900,000
Bear Valley Bridge (Mojave River Bridge)	127,500	35,000	-	-	-	-	-	162,500
Central Road, from SR18 to Bear Valley Road	-	1,200,000	100,000	-	-	-	-	1,200,000
Dale Evans Parkway @ Waalew Road (Realignment) - co	280,000	-	-	-	-	-	-	280,000
Hwy 18 Shoulder Median (Navajo to Central) - co	45,000	-	-	-	-	-	-	45,000
Hwy 18 West End Widening (Phase 1, AVR Realignment)	20,000	30,000	-	-	-	-	-	50,000
Lafayette @ Dale Evans Parkway	12,000	-	-	-	-	-	-	-
Standing Rock Road Realignment / Hwy 18 Signal	-	350,000	-	-	-	-	-	350,000
<b>Construction</b>								
Apple Valley Road @ Bear Valley Rd SE Corner Improvements	484,500	1,615,000	100,000	-	-	-	-	2,187,500
Apple Valley Road Rehabilitation (Bear Valley to Town Center) - co	390,000	-	-	-	-	-	-	390,000
Bear Valley Bike Path - co	5,000	-	-	-	-	-	-	5,000
Bear Valley Bridge (Mojave River Bridge)	196,284	-	-	-	-	-	-	196,284
Bus Stop Improvements (Bear Valley & Central) - co	-	-	-	35,791,000	-	-	-	35,791,000
Central Road, from SR18 to Bear Valley Road	35,000	-	-	-	-	-	-	35,000
Dale Evans Parkway @ Waalew Road (Realignment)	-	500,000	660,000	660,000	660,000	-	-	1,320,000
Hwy 18 West End Widening (AVR to TAO)	-	-	11,000,000	-	-	-	-	11,000,000
Hwy 18 West End Widening (Phase 1, AVR Realignment)	-	-	1,620,000	3,515,000	-	-	-	5,135,000
Lafayette @ Dale Evans Parkway	1,218,333	-	-	-	-	-	-	1,218,333
Mojave Riverwalk South - co	923,000	-	-	-	-	-	-	923,000
Navajo Road Rehabilitation (Bear Valley Rd to Hwy 18)	-	2,200,000	-	-	-	-	-	2,200,000
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) - co	10,000	-	-	-	-	-	-	10,000
Rancho Verde Elementary School - SR2S - co	10,000	-	-	-	-	-	-	10,000
SANBAG Congestion Management Plan	5,000	5,000	5,000	5,000	5,000	5,000	5,000	35,000
Standing Rock Road Realignment / Hwy 18 Signal	-	-	1,250,000	1,250,000	-	-	-	2,500,000
Town wide Class II bikeway upgrade - co	5,000	-	-	-	-	-	-	5,000
Yucca Loma Bridge - co	370,000	200,000	200,000	200,000	200,000	-	-	1,170,000
Yucca Loma Elementary School - SRTS - co	423,610	-	-	-	-	-	-	423,610
Yucca Loma Road Widening (Apple Valley Rd to Rincon Rd)	-	2,000,000	-	-	-	-	-	2,000,000
Yucca Loma Road Widening (YLB to Apple Valley Rd) - co	5,250,000	2,625,000	-	-	-	-	-	7,875,000
<b>Road Total</b>	<b>9,451,227</b>	<b>6,720,000</b>	<b>6,275,000</b>	<b>17,630,000</b>	<b>37,656,000</b>	<b>1,005,000</b>	<b>1,005,000</b>	<b>79,742,227</b>
<b>Ramona Avenue Sewer Repair and Laterals</b>	<b>10,685,727</b>	<b>8,360,000</b>	<b>6,400,000</b>	<b>17,655,000</b>	<b>37,681,000</b>	<b>1,030,000</b>	<b>1,030,000</b>	<b>82,829,727</b>
<b>Sewer Main Replacement, Various Locations</b>	<b>30,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>30,000</b>
<b>Sewer Manhole Reahabilitation, Various Locations</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>10,915,727</b>	<b>8,460,000</b>	<b>6,500,000</b>	<b>17,755,000</b>	<b>37,781,000</b>	<b>1,130,000</b>	<b>1,130,000</b>	<b>83,659,727</b>

**Town of Apple Valley  
Capital Improvement Project  
FY 2016-2017**

**Apple Valley Road Rehabilitation (Bear Valley to Town Center)**

**Project #: 9248**

**Project Cost:** \$410,000

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

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

**Department:** Engineering

**Location:** Apple Valley Road between  
Bear Valley Road and Town Center Drive



**Description:**

This project entails spot repairs, pavement resurfacing, and restriping on Apple Valley Road, full width between Town Center Drive and Bear Valley Road.

Description of Expenditures	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	5 Year Total
Architect Fees						0
Construction						0
Engineering Fees						0
Equipment						0
Inspection	5,000					5,000
Land Acquisition						0
Other Costs						0
<b>Total</b>	<b>5,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5,000</b>

Funding Sources	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	5 Year Total
Measure I Local	5,000					5,000
<b>Total</b>	<b>5,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5,000</b>

Operating & Maintenance Budget Impact	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	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 2016-2017**

**Apple Valley Safe Routes To Schools Master Plan**

**Project #: 9260**

**Project Cost:** \$225,000  
**Previous Cost:** \$ 62,500

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

**Department:** Engineering

**Location:** Town wide



**Description:**

The proposed project will result in a prioritized Master Plan for improving the highest risk school routes, enabling more students to walk or ride a bike to school. The planning process will include comprehensive evaluation of conditions at 10 K-8 schools, risk analyses, community workshops, and developing a Safe Routes to Schools Coalition. A qualified planning consultant will oversee the planning process in which the Town and School District will achieve a united vision for addressing the most serious risks and opportunities for improving school routes.

Description of Expenditures	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	5 Year Total
Construction						0
Engineering Fees	127,500	35,000				162,500
Equipment						0
Inspection						0
Land Acquisition						0
Other Costs						0
<b>Total</b>	<b>127,500</b>	<b>35,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>162,500</b>

Funding Sources	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	5 Year Total
Sustainable Transportation Planning Grant	101,850	35,000				136,850
AVUSD	12,825					12,825
Town - Measure I	12,825					12,825
<b>Total</b>	<b>127,500</b>	<b>35,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>162,500</b>

Operating & Maintenance Budget Impact	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	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 2016-2017**

**Bear Valley Bike Path**

**Project #: 9271**

**Project Cost:** \$733,644

**Previous Cost:** \$728,644

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

**Department:** Engineering

**Location:** Along Bear Valley Road between Reata Road and the Mojave River Bridge and between the Mojave River Bridge and Victor Valley College



**Description:**

The Engineering Department has retained a consultant for engineering services to design the Class I Bike Path along Bear Valley Road from Reata Road to the Mojave River Bridge and from the Mojave River Bridge to the College. Tasks for this project include the design and construction of the Class I Bike Path.

Description of Expenditures	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	5 Year Total
Architect Fees						0
Construction	191,284					191,284
Engineering Fees						0
Equipment						0
Inspection	5,000					5,000
Land Acquisition						0
Other Costs						0
<b>Total</b>	<b>196,284</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>196,284</b>

Funding Sources	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	5 Year Total
Measure I	5,000					5,000
<b>Total</b>	<b>5,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5,000</b>

Operating & Maintenance Budget Impact	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	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 2016-2017**

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

**Project #: 9282**

**Project Cost:** \$37,921,000

**Previous Cost:** \$450,000

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

**Department:** Engineering

**Location:** Bear Valley Bridge



**Description:**

The Engineering Department has retained a consultant for structural engineering services to help analyze and rehabilitate 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 bikeway. The Engineering Department has successfully applied for federal funds under the Highway Bridge Program (HBP). Tasks to be completed for this project include environmental clearance, bridge rehabilitation and widening design plans.

Description of Expenditures	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	5 Year Total
Architect Fees						0
Construction					35,791,000	35,791,000
Engineering Fees	480,000	1,200,000				1,680,000
Equipment						0
Inspection						0
Land Acquisition						0
Other Costs						0
<b>Total</b>	<b>480,000</b>	<b>1,200,000</b>	<b>0</b>	<b>0</b>	<b>35,791,000</b>	<b>37,471,000</b>

Funding Sources	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	5 Year Total
Measure I Local	55,056	137,640			4,105,228	4,297,924
HBP	424,944	1,062,360			31,685,772	33,173,076
<b>Total</b>	<b>480,000</b>	<b>1,200,000</b>	<b>0</b>	<b>0</b>	<b>35,791,000</b>	<b>37,471,000</b>

Operating & Maintenance Budget Impact	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	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 2016-2017**

**Bus Stop Improvements - Bear Valley/Central Road** **Project #: 9292-4951**

**Project Cost:** \$ 35,000

**Previous Cost:** \$ -

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

**Department:** Environmental and Transit Services

**Location:** Central Road



**Description:**

This project consists of adding a bus turnout, bus shelter and accessibility pathway on the west side of Central Road, approximately 200 feet north of the intersection of Bear Valley Road and Central Road. The accessibility pathway is proposed to extend from the bus shelter, south to the existing west crosswalk on Bear Valley Road. Improvements will be located within the existing right-of-way in a manner to conform with the future widening of Central Road.

Description of Expenditures	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	5 Year Total
Architect Fees						0
Construction	35,000					35,000
Engineering Fees						0
Equipment						0
Inspection						0
Land Acquisition						0
Other Costs						0
<b>Total</b>	<b>35,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>35,000</b>

Funding Sources	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	5 Year Total
Local Transportation Fund	35,000					35,000
<b>Total</b>	<b>35,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>35,000</b>

Operating & Maintenance Budget I	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	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 2016-2017**

**Dale Evans Parkway @ Waalew Road Realignment**

**Project #: 9336-5000**

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

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

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

**Department:** Engineering

**Location:** Dale Evans Parkway



**Description:**

This project will eliminate the existing 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	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	5 Year Total
Architect Fees						0
Construction		500,000				500,000
Engineering Fees	280,000					280,000
Equipment						0
Inspection						0
Land Acquisition						0
Other Costs						0
<b>Total</b>	<b>280,000</b>	<b>500,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>780,000</b>

Funding Sources	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	5 Year Total
Measure I Local	280,000	500,000				780,000
<b>Total</b>	<b>280,000</b>	<b>500,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>780,000</b>

Operating & Maintenance Budget Impact	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	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 2016-2017**

**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 2016.

Description of Expenditures	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	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	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	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	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	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 2016-2017**

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

**Project #: 9410**

**Project Cost:** \$6,075,000

**Previous Cost:** \$890,000

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

**Department:** Engineering

**Location:** Hwy 18 & Apple Valley Road



**Description:**

The Engineering Division is continuing to improve Apple Valley Road at Highway 18 with plans currently finalized 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 for the intersection were completed during fiscal year 13/14. Engineering final plans were completed in 14/15. Right of Way acquisition is currently underway. 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	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	5 Year Total
Architect Fees						0
Construction			1,605,000	3,500,000		5,105,000
Engineering Fees	20,000	30,000				50,000
Equipment						0
Inspection			15,000	15,000		30,000
Land Acquisition						0
Other Costs						0
<b>Total</b>	<b>20,000</b>	<b>30,000</b>	<b>1,620,000</b>	<b>3,515,000</b>	<b>0</b>	<b>5,185,000</b>

Funding Sources	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	5 Year Total
Measure I Local	20,000	30,000	1,620,000	3,515,000		5,185,000
<b>Total</b>	<b>20,000</b>	<b>30,000</b>	<b>1,620,000</b>	<b>3,515,000</b>	<b>0</b>	<b>5,185,000</b>

Operating & Maintenance Budget Impact	FY15-16	FY16-17	FY17-18	FY18-19	FY19-20	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 2016-2017**

**Highway 18 Shoulder Median Improvement Project, From Navajo Road to Central Road**

**Project #: 9415-5000**

**Project Cost:** \$45,000

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

**Department:** Engineering

**Location:** Highway 18 between Navajo Rd and Central Rd



**Description:**

Provide professional engineering and design services to improve the median areas along U.S. Highway 18 between Navajo Road on the west and Central Road on the east.

Description of Expenditures	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	5 Year Total
Engineering and Design	45,000					45,000
Other Costs						0
<b>Total</b>	<b>45,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>45,000</b>

Funding Sources	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	5 Year Total
Measure I	45,000					45,000
<b>Total</b>	<b>45,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>45,000</b>

Operating & Maintenance Budget Impact	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	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 2016-2017**

**Mojave Riverwalk South**

**Project #: 9447**

**Project Cost:** \$963,000

**Previous Cost:** \$40,000

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

**Department:** Engineering

**Location:** East side of the Mojave River south of Bear Valley Road.



**Description:**

Construct 12' wide concrete multi-use trail between Bear Valley Road and Tussing Ranch Road. The project runs 2.18 miles along the Mojave River beginning adjacent to the southern portion of Bear Valley Road at the north and continuing south to Tussing Ranch Road.

<b>Description of Expenditures</b>	<b>FY16-17</b>	<b>FY17-18</b>	<b>FY18-19</b>	<b>FY19-20</b>	<b>FY20-21</b>	<b>5 Year Total</b>
Preliminary Engineering and Design						0
Construction	923,000					923,000
Engineering Fees						0
Equipment						0
Inspection						0
Land Acquisition						0
Other Costs						0
<b>Total</b>	<b>923,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>923,000</b>

<b>Funding Sources</b>	<b>FY16-17</b>	<b>FY17-18</b>	<b>FY18-19</b>	<b>FY19-20</b>	<b>FY20-21</b>	<b>5 Year Total</b>
SCAG	923,000					923,000
<b>Total</b>	<b>923,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>923,000</b>

<b>Operating &amp; Maintenance Budget Impact</b>	<b>FY16-17</b>	<b>FY17-18</b>	<b>FY18-19</b>	<b>FY19-20</b>	<b>FY20-21</b>	<b>5 Year Total</b>
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 2016-2017**

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

**Project #: 9525**

**Project Cost:** \$5,000,000  
(\$1,000,000/year)

**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	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	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	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	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	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	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 2016-2017**

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

**Project #: 9536**

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

**Previous Cost:** \$721,500

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

**Department:** Engineering

**Location:** Ramona Road



**Description:**

This project will widen Ramona Road to a total asphalt width of 36 feet from Navajo Road to Central Road. Upon completion, Ramona Road widening will include the addition of 2 bike lanes. All of the widening takes place within the existing right-of-

Description of Expenditures	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	5 Year Total
Architect Fees						0
Construction						0
Engineering Fees						0
Equipment						0
Inspection	10,000					10,000
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	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	5 Year Total
Measure I	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	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	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 2016-2017**

**SANBAG Congestion Management Plan**

**Project #: 9546**

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

**Previous Cost:** \$ -

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

**Department:** Engineering

**Location:** Town wide



**Description:**

In association with SANBAG, this program is designed to develop methods to alleviate congestion throughout the Town.

Description of Expenditures	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	5 Year Total
Architect Fees						0
Construction						0
Engineering Fees	5,000					5,000
Equipment						0
Inspection						0
Land Acquisition						0
Other Costs						0
<b>Total</b>	<b>5,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5,000</b>

Funding Sources	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	5 Year Total
Measure I Local	5,000					5,000
<b>Total</b>	<b>5,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5,000</b>

Operating & Maintenance Budget Impact	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	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 2016-2017**

**Rancho Verde Elementary School - SR2S**

**Project #: 9563**

**Project Cost:** \$512,000  
**Previous Cost:** \$502,000  
**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	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	5 Year Total
Architect Fees						0
Construction						0
Engineering Fees						0
Equipment						0
Inspection	10,000					10,000
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	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	5 Year Total
Measure I	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	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	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 2016-2017**

**Standing Rock @ Hwy 18**

**Project #: 9564**

**Project Cost:** \$3,000,000

**Previous Cost:** \$ -

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

**Department:** Engineering

**Location:** Highway 18 between Dale Evans Parkway and Standing Rock Road



**Description:**

This project entails the realignment of Standing Rock Road and the widening and improvement of Highway 18 between Dale Evans Parkway and Standing Rock Road. The project will also include the improvement of the existing traffic signal at Dale Evans Pkwy and the construction of a new signal at the new intersection of Hwy 18 and Standing Rock Road.

Description of Expenditures	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	5 Year Total
Architect Fees						0
Construction			1,250,000	1,250,000		2,500,000
Engineering Fees	150,000	350,000				500,000
Equipment						0
Inspection						0
Land Acquisition						0
Other Costs						0
<b>Total</b>	<b>150,000</b>	<b>350,000</b>	<b>1,250,000</b>	<b>1,250,000</b>	<b>0</b>	<b>3,000,000</b>

Funding Sources	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	5 Year Total
Measure I Local	150,000	350,000	1,250,000	1,250,000		3,000,000
<b>Total</b>	<b>150,000</b>	<b>350,000</b>	<b>1,250,000</b>	<b>1,250,000</b>	<b>0</b>	<b>3,000,000</b>

Operating & Maintenance Budget Impact	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	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 2016-2017**

**Town wide Class II bikeway upgrade**

**Project #: 9572**

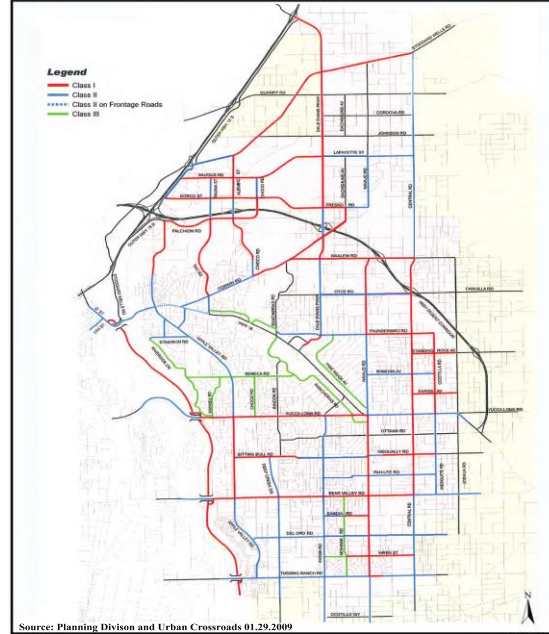
**Project Cost:** \$518,600

**Previous Cost:** \$513,600

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

**Department:** Engineering

**Location:** Apple Valley



**Description:**

This project will update the Town's existing bike lane network to meet 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	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	5 Year Total
Architect Fees						0
Construction						0
Engineering Fees						0
Equipment						0
Inspection	5,000					5,000
Land Acquisition						0
Other Costs						0
<b>Total</b>	<b>5,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5,000</b>
Funding Sources	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	5 Year Total
HSIP						0
Measure I	5,000					5,000
TIF						0
<b>Total</b>	<b>5,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5,000</b>
Operating & Maintenance Budget Impact	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	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 2016-2017**

**Yucca Loma Bridge**

**Project #: 9588**

**Project Cost:** \$42,926,340

**Previous Cost:** \$41,756,340

**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. The bridge structure, as well as Yates Road, is completed. Construction activities are ongoing through the restoration area maintenance for a total of five years. Also ongoing is the bridge's art work construction and installation.



Description of Expenditures	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	5 Year Total
Architect Fees						0
Construction	370,000	200,000	200,000	200,000	200,000	1,170,000
Engineering Fees						0
Equipment						0
Inspection						0
Land Acquisition						0
Other Costs						0
<b>Total</b>	<b>370,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>1,170,000</b>

Funding Sources	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	5 Year Total
San Bernardino County	52,000	52,000	52,000	52,000	52,000	260,000
Measure I	318,000	148,000	148,000	148,000	148,000	910,000
<b>Total</b>	<b>370,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>1,170,000</b>

Operating & Maintenance Budget Impact	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	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 2016-2017**

**Yucca Loma Elementary School - SRTS**

**Project #: 9589**

**Project Cost:** \$508,610

**Previous Cost:** \$85,000

**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 adjacent park; widen Yucca Loma Road and Rancherías 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	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	5 Year Total
Architect Fees						0
Construction	413,610					413,610
Engineering Fees						0
Equipment						0
Inspection	10,000					10,000
Land Acquisition						0
Other Costs						0
<b>Total</b>	<b>423,610</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>423,610</b>

Funding Sources	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	5 Year Total
Measure I	123,010					123,010
SRTS	300,600					300,600
<b>Total</b>	<b>423,610</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>423,610</b>

Operating & Maintenance Budget Impact	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	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 2016-2017**

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

**Project #: 9595-0000**

**Project Cost:** \$10,500,000

**Previous Cost:** \$2,625,000

**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 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 a 6'x10' box culvert storm drain and all other utilities under the road and install new traffic signals at the Havasu

Description of Expenditures	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	5 Year Total
Architect Fees						0
Construction	5,250,000	2,625,000				7,875,000
Engineering Fees						0
Equipment						0
Inspection						0
Land Acquisition						0
Other Costs						0
<b>Total</b>	<b>5,250,000</b>	<b>2,625,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>7,875,000</b>

Funding Sources	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	5 Year Total
Traffic Impact Fees	1,445,125	722,562				2,167,687
SAFETY-LU STP	375,000	187,500				562,500
Zone 4 Flood Control Funds	1,700,000	850,000				2,550,000
ATP-State Only	547,500	273,750				821,250
MLHP Funds	1,182,375	591,188				1,773,563
<b>Total</b>	<b>5,250,000</b>	<b>2,625,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>7,875,000</b>

Operating & Maintenance Budget Impact	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	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 2016-2017**

**Lafayette @ Dale Evans Parkway Improvements**

**Project #: 9596-0000**

**Project Cost:** \$1,230,333

**Previous Cost:** \$ -

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

**Department:** Engineering

**Location:** Lafayette St. between Dale Evans Pkway and Navajo Rd.



**Description:**

The project includes the design and construction of regional street improvements along Lafayette Street between Dale Evans Parkway and Navajo Road and along Navajo Road from Lafayette Street to Burbank Road.

Description of Expenditures	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	5 Year Total
Architect Fees						0
Construction	1,218,333					1,218,333
Engineering Fees	12,000					12,000
Equipment						0
Inspection						0
Land Acquisition						0
Other Costs						0
<b>Total</b>	<b>1,230,333</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,230,333</b>

Funding Sources	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	5 Year Total
Traffic Impact Fees	1,230,333					1,230,333
<b>Total</b>	<b>1,230,333</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,230,333</b>

Operating & Maintenance Budget Impact	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	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 2016-2017**

**Ramona Avenue Sewer Repair and Laterals**

**Project #: 9597-0000**

**Project Cost:** \$30,000

**Previous Cost:** \$ -

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

**Department:** Public Works

**Location:** Ramona Avenue



**Description:**

This project will be done in conjunction with the Ramona Road Widening. This portion of work will include repairing the sewer line and installing sewer laterals connecting to two properties that don't currently have them. Installing the laterals simultaneously with the street improvement will prevent any additional cutting of the newly installed road.

Description of Expenditures	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	5 Year Total
Architect Fees						0
Construction	30,000					30,000
Engineering Fees						0
Equipment						0
Inspection						0
Land Acquisition						0
Other Costs						0
<b>Total</b>	<b>30,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>30,000</b>

Funding Sources	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	5 Year Total
Wastewater Fund	30,000					30,000
<b>Total</b>	<b>30,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>30,000</b>

Operating & Maintenance Budget Impact	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	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 2016-2017**

**Sewer Main Replacement , Various Locations**

**Project #: 9598-0000**

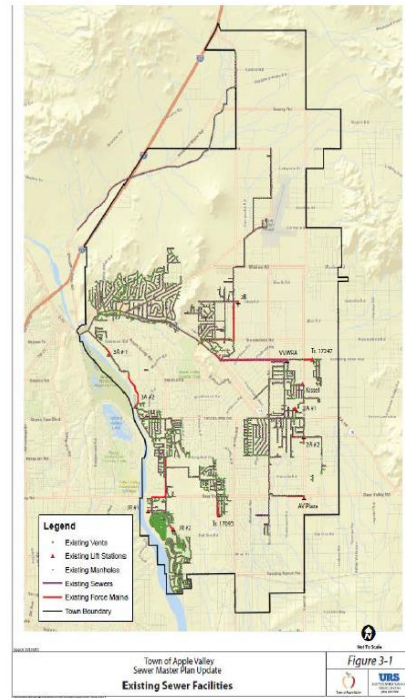
**Project Cost:** \$100,000

**Previous Cost:** \$ -

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

**Department:** Public Works

**Location:** Various Locations



**Description:**

The Sewer Main Replacement Project will provide the repairs needed to sewer lines that have been identified by either the Town's Sewer System Master Plan Update or during CCTV inspections. Making these repairs will keep the Town in compliance with the Sewer System Management Plan and will help prevent sewer overflows from occurring.

Description of Expenditures	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	5 Year Total
Architect Fees						0
Construction	100,000					100,000
Engineering Fees						0
Equipment						0
Inspection						0
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	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	5 Year Total
Wastewater Fund	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	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	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 2016-2017**

**Sewer Manhole Rehabilitation, Various Locations**

**Project #: 9599-0000**

**Project Cost:** \$500,000 (100,000 per year)

**Previous Cost:** \$ -

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

**Department:** Public Works

**Location:** Various Locations



**Description:**

The Manhole Rehabilitation Project will provide a protective inner coating for manholes with the highest need annually. This will extend the useful life of the structures and prevent failures to the betterment of the surrounding community. FY 16-17 will be year #4 of a 7-year program.

Description of Expenditures	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	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	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	5 Year Total
Wastewater Fund	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	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	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 2016-2017**

**Tao Road South of Highway 18 Extension**

**Project #: 9560-0000**

**Project Cost:** \$95,000

**Previous Cost:** \$ -

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

**Department:** Engineering

**Location:** Tao Road and Outer Highway 18 South



**Description:**

This project includes retaining a Traffic Engineer to evaluate the current traffic conditions on Tao Road South of State Route 18 and the adjacent outer roadway to develop potential solutions that would extend the road south to Symeron Road and realign the outer highway on the South East corner.

Description of Expenditures	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	5 Year Total
Architect Fees						0
Construction						0
Engineering Fees	95,000					95,000
Equipment						0
Inspection						0
Land Acquisition						0
Other Costs						0
<b>Total</b>	<b>95,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>95,000</b>

Funding Sources	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	5 Year Total
Measure I	95,000					95,000
<b>Total</b>	<b>95,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>95,000</b>

Operating & Maintenance Budget Impact	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	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>

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Town of Apple Valley



# PBID

TOTAL BUDGET - \$605,000

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 2013-14	Actual Revenue 2014-15	Adopted Budget 2015-16	Estimated Revenue 2015-16	% of Budget Received	Adopted Budget 2016-17
BEGINNING FUND BALANCE		600,740	805,295	508,393	508,393		492,893
4138	Assessment Revenue	280,166	241,301	205,000	205,000	100%	205,000
4255	Interest	1,312	1,883	4,000	4,000	100%	4,000
Total Revenues		281,478	243,184	209,000	209,000	100%	209,000
Code	Expenditure Classification	Actual Expense 2013-14	Actual Expense 2014-15	Adopted Budget 2015-16	Estimated Expense 2015-16	% of Budget Expended	Adopted Budget 2016-17
7760	Hwy 18 Median Landscape Maintenance	27,147	26,994	170,000	30,000	18%	175,000
7935	Right of Way Maintenance	-	77	-	-		-
8940	Contract Svcss: (Adv.to PBID Assoc) O	-	488,650	200,000	154,500	77%	400,000
8948	County Sheriff: Security Services	24,650	21,054	30,000	30,000	100%	30,000
9416	Hwy 18 Median Landscape Project	25,126	3,310	250,000	10,000	4%	-
Total Expenditures		76,923	540,086	650,000	224,500		605,000
ENDING FUND BALANCE		805,295	508,393	67,393	492,893		96,893



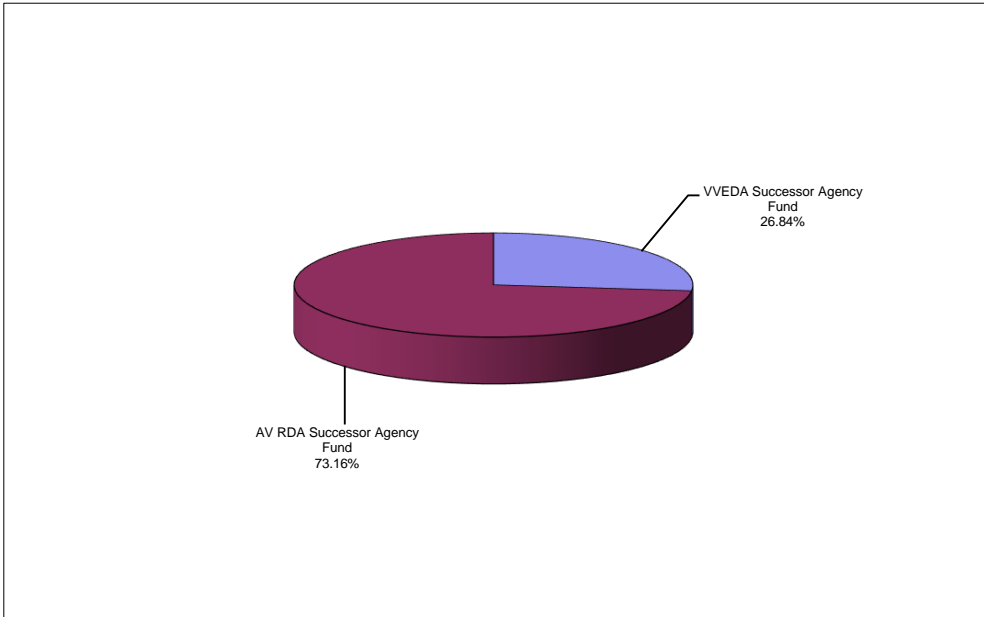
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Town of Apple Valley

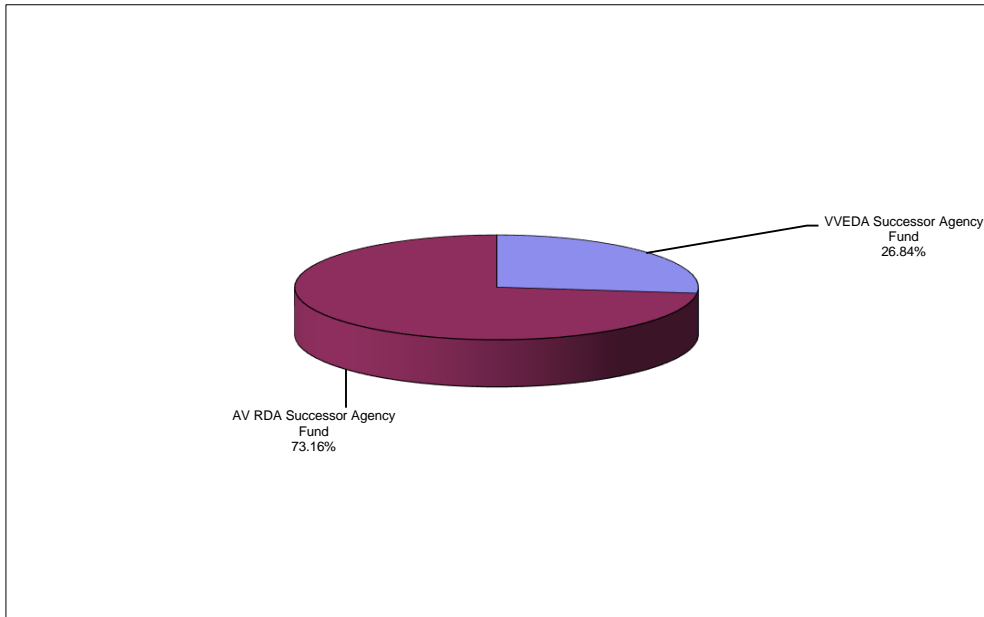
## 2016/17 Successor Agency - RDA Revenue

VVEDA Successor Agency Fund	1,137,499
AV RDA Successor Agency Fund	3,101,042
Total-RDA Revenue	<u><u>4,238,541</u></u>



## 2016/17 Successor Agency - RDA Expenditures

VVEDA Successor Agency Fund	1,137,499
AV RDA Successor Agency Fund	3,101,042
Total-RDA Expenditures	<u><u>4,238,541</u></u>



# VVEDA REDEVELOPMENT OBLIGATION RETIREMENT FUND

TOTAL BUDGET - \$1,137,499

VVEDA REDEVELOPMENT OBLIGATION RETIREMENT FUND 2725-4710							
Code	Revenue Classification	Actual Revenue 2013-14	Actual Revenue 2014-15	Amended Budget 2015-16	Estimated Revenue 2015-16	% of Budget Received	Adopted Budget 2016-17
BEGINNING FUND BALANCE		7,534,472	3,066,590	2,261,213	2,261,213		2,343,763
4131	Pass Thru - PA#1	2,288,782	334,336	1,629,518	1,229,861		1,137,499
4255	Interest Earnings	909	0	-	-		-
Total Revenues		2,289,691	334,336	1,629,518	1,229,861	-	1,137,499
Code	Expenditure Classification	Actual Expense 2013-14	Actual Expense 2014-15	Amended Budget 2015-16	Estimated Expense 2015-16	% of Budget Expended	Adopted Budget 2016-17
Personnel Services							
7010	Salaries & Wages	48,023	51,259	51,942	51,942	100.0%	56,967
7020	Salaries Part-Time	-	-	-	-		-
7110	Cafeteria Benefits	4,706	5,630	5,543	5,543	100.0%	5,626
7120	Deferred Comp	1,419	1,520	1,558	1,558	100.0%	1,709
7140	RHS	-	-	260	260	100.0%	285
7150	Medicare	678	740	753	753	100.0%	826
7160	PERS	10,260	12,234	12,583	12,583	100.0%	14,531
Total Personnel		65,087	71,384	72,639	72,639		79,944
Operations & Maintenance							
7229	Education & Training	-	-	2,250	-	0.0%	-
7241	Meetings & Conferences	-	29	5,000	-	0.0%	-
7253	Mileage	-	-	4,100	-	0.0%	-
7265	Office Supplies	-	9	2,100	-	0.0%	-
7271	Postage	-	-	500	-	0.0%	-
7277	Printing	-	-	500	-	0.0%	-
7289	Subscriptions	-	-	-	-	0.0%	-
7340	Pass Through - County DDR Payment	5,453,377	-	-	-	0.0%	-
7470	HELP Debt Service	153,763	-	-	-	0.0%	-
8916	Audit	-	-	6,200	-	0.0%	-
8940	Contract Services	20,450	7,649	48,000	6,000	12.5%	-
8972-0402	Legal - BB & K	6,666	1,680	30,000	10,000	33.3%	-
9870	Loan to 80% for ERAF	-	-	401,767	-	0.0%	-
Total Operations & Maint		5,634,256	9,367	500,417	16,000		-
Debt Service							
9840	Principal	360,000	375,000	390,000	390,000	100.0%	405,000
9860	Interest	698,230	683,963	668,672	668,672	100.0%	652,555
Total Debt Service		1,058,230	1,058,963	1,058,672	1,058,672		1,057,555
Total Expenditures		6,757,573	1,139,713	1,631,728	1,147,311		1,137,499
ENDING FUND BALANCE		3,066,590	2,261,213	2,259,003	2,343,763	-	2,343,763

Personnel Schedule	Actual 2013-14	Actual 2014-15	Actual 2015-16	Adopted 2016-17
Full Time:				
Economic Development Manager	0.50	0.50	0.50	0.50
<b>Total FTE's:</b>	<b>0.50</b>	<b>0.50</b>	<b>0.50</b>	<b>0.50</b>

## REDEVELOPMENT OBLIGATION RETIREMENT FUND

TOTAL BUDGET - \$3,101,042

REDEVELOPMENT OBLIGATION RETIREMENT FUND PA #2 2730-4710							
Code	Revenue Classification	Actual Revenue 2013-14	Actual Revenue 2014-15	Amended Budget 2015-16	Estimated Revenue 2015-16	% of Budget Received	Adopted Budget 2016-17
	BEGINNING FUND BALANCE	24,297,820	14,370,012	3,789,485	3,789,485		(464,155)
4065	Increment PA #2	2,429,584	2,681,048	2,383,750	1,738,875		3,101,042
4181	Refunds, Reimb, Rebates	3,734	3,734	-	-		-
4255	Interest Earnings	5,555	180	-	2,958		-
	Total Revenues	2,438,873	2,684,962	2,383,750	1,741,833		3,101,042
Code	Expenditure Classification	Actual Expense 2013-14	Actual Expense 2014-15	Amended Budget 2015-16	Estimated Expense 2015-16	% of Budget Expended	Adopted Budget 2016-17
	Personnel Services						
7010	Salaries & Wages	48,023	81,530	121,268	121,268	100.0%	129,163
7110	Cafeteria Benefits	6,016	8,007	10,885	10,885	100.0%	10,983
7120	Deferred Comp	1,420	3,088	4,338	4,338	100.0%	4,608
7140	RHS	-	-	600	600	100.0%	639
7150	Medicare	703	1,185	1,781	1,781	100.0%	1,896
7160	PERS	10,260	18,434	26,824	26,824	100.0%	29,784
7160	Direct Housing Loan Costs	(183)	-	-	-	0.0%	-
	Total Personnel	66,238	112,244	165,696	165,696		177,073
	Operations & Maintenance						
7229	Education & Training	-	-	2,250	-	0.0%	-
7241	Meetings & Conferences	1,844	3,144	5,000	3,000	60.0%	-
7253	Mileage	-	824	5,670	5,670	100.0%	5,700
7265	Office Supplies	-	9	2,100	-	0.0%	-
7271	Postage	-	-	500	-	0.0%	-
7277	Printing	-	-	500	-	0.0%	-
7340	Pass Through Agreements	6,361,985	-	-	-	0.0%	-
7470	HELP Debt Service	153,763	-	-	-	0.0%	-
8916	Audit	-	-	6,200	-	0.0%	-
8940	Contract Services	17,300	2,686	48,000	3,000	6.3%	3,500
8972-0402	Legal-BB & K	6,666	1,680	30,000	10,000	33.3%	-
9870	Loan to 80% for ERAF	-	-	375,506	-	-	528,819
	Total Operations & Maint	6,541,559	8,343	475,726	21,670		538,019
	Debt Service & Capital Projects						
9840	Principal	750,000	790,000	840,000	840,000	100.0%	880,000
9860	Interest	1,632,300	1,589,175	1,543,750	1,543,750	100.0%	1,505,950
9588	Yucca Loma Bridge Construction	211,422	177,548	-	-	-	-
9590	Yucca Loma Road Undergrounding	4,473	-	-	-	0.0%	-
9999-4410	Transfer to Fund 4410	3,160,689	10,588,179	5,113,750	3,424,357	0.0%	-
	Total Debt Service & Capital Projects	5,758,884	13,144,902	7,497,500	5,808,107		2,385,950
	Total Expenditures	12,366,681	13,265,489	8,138,922	5,995,473		3,101,042
	ENDING FUND BALANCE	14,370,012	3,789,485	(1,965,687)	(464,155)		(464,155)

Code	Expenditure Classification	Actual Expense 2013-14	Actual Expense 2014-15	Amended Budget 2015-16	Estimated Expense 2015-16	% of Budget Expended	Adopted Budget 2016-17
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	<u>Actual</u> <u>2013-14</u>	<u>Actual</u> <u>2014-15</u>	<u>Adopted</u> <u>2015-16</u>	<u>Adopted</u> <u>2016-17</u>
<b><u>Personnel Schedule</u></b>				
<b>Full Time:</b>				
Town Manager	0.00	0.00	0.06	0.06
Assistant Town Manager	0.00	0.00	0.10	0.10
Town Clerk	0.00	0.00	0.04	0.04
Economic Development Manager	0.50	0.50	0.50	0.50
Assistant Finance Director	0.00	0.00	0.12	0.12
Senior Accountant	0.00	0.00	0.02	0.02
Accountant I	0.00	0.00	0.08	0.08
HR Payroll Coordinator	0.00	0.00	0.02	0.02
Executive Secretary	0.00	0.00	0.02	0.02
<b>Total FTE's:</b>	<b>0.50</b>	<b>0.50</b>	<b>0.96</b>	<b>0.96</b>



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Town of Apple Valley

Town of Apple Valley

Cost Allocation Plan

Fiscal Year 2016/17

Acct	Department	Estimated Expend.	Debit Wastewater Dept.	%	Debit Street Maint.	%	Debit Parks & Rec.	%	Debit Solid Waste	%	Total Allocated Costs	Expense Net of Allocation
1010	Town Council	282,661	48,052	17%	0	0%	0	0%	42,399	15%	90,452	192,209
1020	Town Attorney	610,000	48,800	8%	30,500	5%	0	0%	30,500	5%	109,800	500,200
1030	Town Manager	611,514	103,957	17%	61,151	10%	0	0%	122,303	20%	287,412	324,102
1050	Finance	1,230,710	258,449	21%	61,536	5%	61,536	5%	492,284	40%	873,804	356,906
1060	Town Clerk	504,187	85,712	17%	25,209	5%	25,209	5%	75,628	15%	211,759	292,428
1070	Public Info.	540,624	70,281	13%	54,062	10%	0	0%	81,094	15%	205,437	335,187
1080	Human Resources	474,703	61,711	13%	71,205	15%	47,470	10%	47,470	10%	227,857	246,846
1090	Information Systems	373,000	63,410	17%	37,300	10%	18,650	5%	74,600	20%	193,960	179,040
1200	General Govt.	3,646,829	765,834	21%	547,024	15%	182,341	5%	729,366	20%	2,224,566	1,422,263
1400	Facilities	2,007,658	240,919	12%	200,766	10%	100,383	5%	301,149	15%	843,216	1,164,442
2010	Public Safety	12,964,050	0	0%	0	0%	0	0%	0	0%	0	12,964,050
2020	Emergency Pre.	132,863	0	0%	0	0%	0	0%	0	0%	0	132,863
2120	Animal Control	732,654	0	0%	0	0%	0	0%	0	0%	0	732,654
2130	Animal Shelter	1,255,467	0	0%	0	0%	0	0%	0	0%	0	1,255,467
3010	Public Services	265,055	108,673	41%	13,253	5%	13,253	5%	79,517	30%	214,695	50,360
3110	Code Enforcement	1,065,664	0	0%	0	0%	0	0%	0	0%	0	1,065,664
4010	Build. & Safety	592,615	0	0%	0	0%	0	0%	0	0%	0	592,615
4310	Economic Dev	128,960	0	0%	0	0%	0	0%	0	0%	0	128,960
4410	Engineering	360,600	0	0%	0	0%	0	0%	0	0%	0	360,600
4610	Planning	932,764	0	0%	0	0%	0	0%	0	0%	0	932,764
	Sub-Total	28,712,578	1,855,799	6%	1,102,007	4%	448,842	2%	2,076,309	7%	5,482,957	23,229,621

\*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>
2006	3,488,163,332	109,822,596	51,850,870	3,649,836,798	1.00000%
2007	4,429,273,399	118,624,490	63,047,232	4,610,945,121	1.00000%
2008	5,245,741,062	129,233,682	71,450,735	5,446,425,479	1.00000%
2009	5,429,704,636	154,190,423	87,406,824	5,671,301,883	1.00000%
2010	4,797,871,946	169,846,550	80,709,595	5,048,428,091	1.00000%
2011	4,295,279,849	173,885,410	82,348,845	4,551,514,104	1.00000%
2012	4,263,856,746	164,165,317	91,203,867	4,519,225,930	1.00000%
2013	4,244,374,760	158,196,900	87,813,270	4,490,384,930	1.00000%
2014	4,383,820,813	144,579,258	74,060,067	4,602,460,138	1.00000%
2015	4,624,316,560	135,086,868	82,725,994	4,842,129,422	1.00000%

Source: HdL Coren & Cone, San Bernardino County Assessor 2014/2015 Combined Tax Rolls

# TOWN OF APPLE VALLEY, CALIFORNIA

## DEMOGRAPHICS

Fiscal Year 2016 - 2017

### General

Date of Incorporation	November 28, 1988
Form of Government	Council-Manager
Classification	General Law
Area	78 square miles
Sphere of Influence	200 square miles
Population	71,107
Average Household Income	\$62,760
Average Household Size	2.91
Number of Full-Time Employees	99

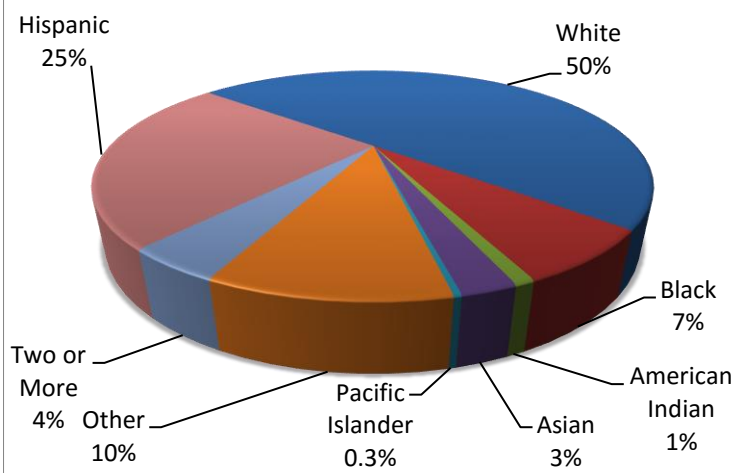
### Fire Protection

Number of Fire Stations	7
Number of Sworn F/T Fire Fighters	28
Number of Paid Call Fire Fighters	18
Fire Insurance Rating	ISO Class 4

### Police Protection

Number of Sworn Sheriff Officers	37
----------------------------------	----

### Race and Ethnicity



### 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

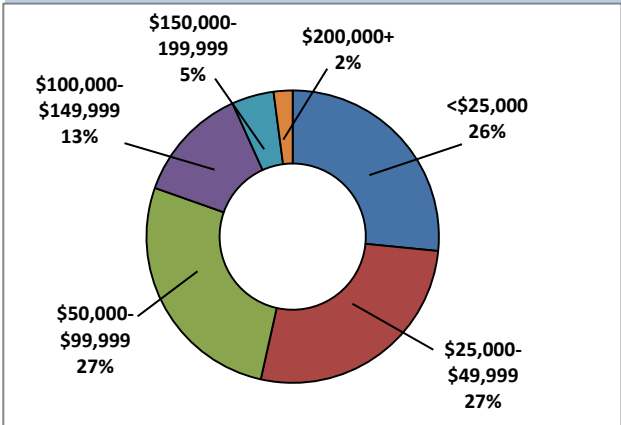
### Outdoor Recreation Facilities

Soccer Field	15
Backstop	12
Playground	12
Baseball/Softball Field	12
Picnic Shelter	4
Basketball Court	3
Tennis Court	2
Amphitheater	1
Campground	1
Dog Park	1
Hard Surface Trail	1
Horseshoe Complex	1
Skate Park	1
Soft Surface Trail	1
Swimming Pool	1

### Streets, Parks and Sanitation

Miles of Streets	423 lane miles
Miles of Sewers	142
Sanitation Pumping Stations	9

### Households by Income



### 2015 Top 5 Employers

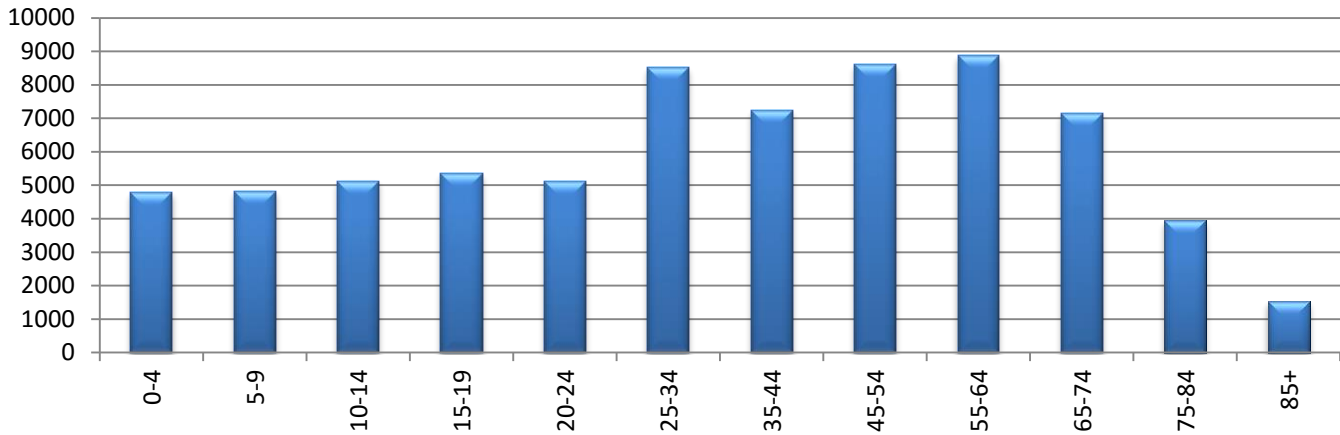
Apple Valley Unified School	1,800
St. Mary Medical Center	1,660
Walmart Distribution Center	1,001
Target Stores	547
Walmart	210

# TOWN OF APPLE VALLEY, CALIFORNIA

## DEMOGRAPHICS

Fiscal Year 2016 - 2017

### Population by Age



### 2015 Educational Attainment of Population over 25 Years of Age

Years of School Completed	Total	Percentage
Less than High School	6,455	(14.6%)
High School	13,480	(30.5%)
Some College	12,955	(29.3%)
Associate's Degree	4,311	(9.8%)
Bachelor's Degree	3,851	(8.7%)
Graduate Degree or Higher	3,126	(7.1%)

## FINANCIAL POLICIES

### RESERVES:

#### **General Fund**

The Town's intent is to maintain an optimal General Fund Operating Reserve equal to 25% of budgeted appropriations in the General Fund. For FY 15-16, the \$4.4 million unassigned fund balance is equivalent to 15.86% of the General Fund budget or 4.32% 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.

## TOWN OF APPLE VALLEY, CALIFORNIA

### 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



TOWN OF APPLE VALLEY, CALIFORNIA

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