

**TOWN OF
APPLE VALLEY, CALIFORNIA**

AGENDA MATTER

Subject Item:

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF APPLE VALLEY, CALIFORNIA, AMENDING RESOLUTION 2007-31 APPROVING A BUDGET APPROPRIATION AND ADOPTING THE BUDGET, INCLUDING THE OPERATING AND CAPITAL IMPROVEMENT BUDGET FOR FISCAL YEAR 2008-09

SUMMARY STATEMENT:

On May 13, 2008, the Town Council reviewed the proposed budget for Fiscal Year 2008-09. The attached Resolution includes the modifications and adjustments as directed. After adoption of the budget a finalized document will be bound and available for distribution.

Sufficient revenues are available to provide services as outlined in the budget, including the Council's goal of adding police officers and other positions as well as other stated goals for a competitive workforce.

Staff would like to express their gratitude to the Town Council for their interest and assistance in the preparation of this document.

Recommended Action:

Adopt Resolution No. 2008-20, approving a budget appropriation and adopting the budget, including the Operating and Capital Improvement Budget for Fiscal Year 2008-09.

Proposed by: William B.Pattison Jr., Finance Director/Treasurer **Item Number** _____

T.M. Approval: _____ **Budgeted Item:** Budgeted Item Yes No N/A

RESOLUTION NO. 2008-20

RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF APPLE VALLEY, CALIFORNIA AMENDING RESOLUTION 2007-31 APPROVING A BUDGET APPROPRIATION AND ADOPTING THE BUDGET, INCLUDING THE OPERATING AND CAPITAL IMPROVEMENT BUDGET FOR FISCAL YEAR 2008-09

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 Council of the Town of Apple Valley adopted a new employee classification plan and to better represent the cost to each department rather than funding all from one fund, and

WHEREAS, the Town Manager and Finance Director have heretofore submitted to the Town Council a proposed budget for the Town for Fiscal Year 2008-09, 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 Finance Director; 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 2008-09 is \$27,946,495 (Twenty Seven Million Nine Hundred Forty Six Thousand Four Hundred Ninty Five Dollars), and the total annual appropriations subject to such limitation for Fiscal Year 2008-09 is estimated to be \$15,672,200; 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. This system will apply to Operating and Capital Improvement Budget expenditures as intended for use in Fiscal Year 2008-09.

D. The Town Manager is authorized to transfer Operating Budget Appropriation Balances between functions and/or programs when he deems it necessary to do so.

E. Budget system assumes existing service levels; Council approval will be required for any significant changes involving increased or decreased service levels.

F. The Director of Finance shall be responsible for constant monitoring of the budget and shall establish and implement appropriate control mechanisms necessary for said purpose, after approval of the Town Manager.

G. A monthly report shall be prepared by each department and/or project indicating any changes in service levels and the progress each entity has achieved or failed to achieve and the reasons for said status, if they have not obtained results. Each manager shall be accountable for achieving results of his/her organization unit based upon the objectives set for each unit by the Town Manager and Town Council and shall be evaluated as to their performance in an annual performance appraisal conducted by the Town Manager.

H. A deflator procedure, to be administered by the Town Manager, is hereby established for reducing appropriations in the event that projected revenues are reduced due to a reduction in the State subventions or other revenues that may fluctuate downward due to changes in economic conditions. For Fiscal Year 2008-09, 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 2008-09 is hereby approved and adopted, and the amounts of proposed expenditure as specified are appropriated for the budget programs and units as herein specified.

A. The 2008-09 Operating and Capital Improvement Budget programs are hereby adopted, establishing the following expenditure levels:

DEPARTMENT	2008-09 ADOPTED BUDGET
1. Town Council	\$ 169,558
2. Public Information	275,347
3. Town Manager	347,210
4. Town Clerk	308,686
5. Town Attorney	164,250
6. Administrative Services	633,168
7. Finance	349,794

8. General Government	390,560
9. Public Facilities	1,474,078
10. Deputy Town Manager	246,643
11. Municipal Services	327,578
12. Public Safety/Police	9,819,630
13. Emergency Preparedness	73,500
14. Public Services/Administration	118,493
15. Animal Control Services	1,363,905
16. Code Enforcement	1,167,353
17. Planning Services	1,894,886
18. Building & Safety	701,000
19. Engineering Services	350,600
20. Street Maintenance Fund (Gas Tax)	1,499,500
21. Local Transit Fund	2,449,868
22. Capital Improvement Projects Fund	8,434,568
23. Waste Management Fund	9,014,700
24. Wastewater Enterprise Fund	3,313,930
25. General Gov't Facilities	11,306,093
26. Debt Service Fund	1,920,587
27. Parks & Recreation	5,244,586

TOTAL OPERATING & CAPITAL EXPENDITURES \$63,360,069

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

1. General Funds	\$20,176,237
2. Street Maintenance Funds (Gas Tax)	1,499,500
3. Local Transportation Funds	1,450,000
4. Capital Improvement Projects Fund	4,088,000
5. Waste Management Funds	9,014,700
6. Wastewater Enterprise Funds	3,313,930
7. General Gov't Facilities	167,000
8. Debt Service Fund	1,920,587
9. Parks & Recreation Funds	4,676,463

TOTAL OPERATING AND CAPITAL REVENUES \$46,306,417

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

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

APPROVED and ADOPTED by the Town Council of the Town of Apple Valley this 27th day of May, 2008.

Mayor

ATTEST:

Town Clerk