



# TOWN OF APPLE VALLEY CALIFORNIA



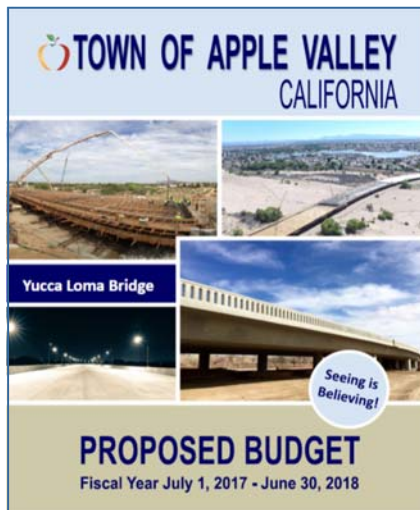
**Yucca Loma Bridge**



*Seeing is  
Believing!*

## PROPOSED BUDGET

Fiscal Year July 1, 2017 - June 30, 2018



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## *About the Cover*

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Decades of planning and more than three years of construction has made a long-awaited vision a reality when the Yucca Loma Bridge opened on May 22, 2017. Appearing on San Bernardino County circulation plans since as early as the 1960s, the bridge was identified as the Town's number one transportation priority in 2006, to relieve traffic on Apple Valley Road and its intersections at Bear Valley and Highway 18. The ground breaking was in January 2014. Measuring 1,606 feet, or three tenths of a mile, it is the longest bridge in the High Desert. It includes two lanes in each direction, barrier-protected pedestrian and bike paths, and Class II bike lanes on each side. The City of Victorville is planning the fourth phase of the project that will extend Yates Road from Park Road, over the BNSF Railroad, to Green Tree Boulevard at Hesperia Road.



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, 2016**

*Jeffrey R. Egan*

Executive Director

# California Society of Municipal Finance Officers

*Certificate of Award*

## Operating Budget Excellence Award Fiscal Year 2016-2017

*Presented to the*

**Town of Apple Valley**

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

January 31, 2017



**John Adams**  
CSMFO President

**Craig Boyer, Chair**  
Professional Standards and  
Recognition Committee

**Dedicated Excellence in Municipal Financial Reporting**



# ***Town of Apple Valley***

## Listing of Public Officials

### *Town Council*

Scott Nassif  
*Mayor*

Art Bishop  
*Mayor Pro-Tem*



Larry Cusack  
*Councilmember*

Curt Emick  
*Councilmember*

A Better Way of Life

Barb Stanton  
*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 Frank Bell, *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, *Director of*  
*Communications*

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



May 26, 2017

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

I am pleased to transmit to you the proposed Fiscal Year 2017-18 Operating and Capital Improvement Budget. As proposed, 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 proposed budget demonstrates a sound financial plan for the next twelve months.

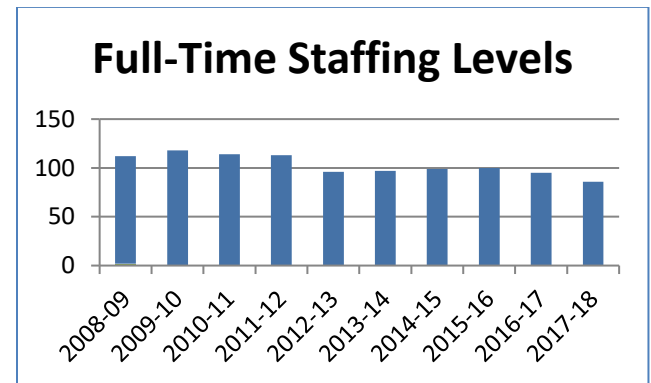
Given the high expectations of Apple Valley residents, businesses and the Town Council, development of the Fiscal Year 2017-18 proposed budget was particularly challenging. The gap between "expectations" and "fiscal reality" has gradually widened over the past several years. The economic rebound from 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 proposed is both realistic and responsive.

The objectives used in developing the proposed 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 proposed budget as submitted for Fiscal Year 2017-18 for all funds:

PROPOSED BUDGET - ALL FUNDS				
Appropriations/ All Funds	Proposed	Proposed	Increase (Decrease)	
	FY 17-18	FY 16-17	Amount	Percent
Operating Budget	\$ 67,384,197	\$ 54,280,442	\$13,103,755	24.14%
Transfers Out	8,376,722	15,472,548	(7,095,826)	-45.86%
Capital Budget	6,035,333	10,915,727	(4,880,394)	-44.71%
Total	<u>\$ 81,796,252</u>	<u>\$ 80,668,717</u>	<u>\$ 1,127,535</u>	<u>1.40%</u>

Management Staff were directed to maintain current staffing levels when submitting their budget proposals. In addition, management reorganized and consolidated certain work functions resulting in more efficient services provided at a lower cost. 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 FY2017-18 proposed budget again represents implementation of a "best practices" approach to continue improvement of the transparency, readability and understandability of the budget document where practicable.

**BUDGET REPORTING AWARDS**

The proposed 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 four years. The Town is the first high desert community to receive this award. Nationally, less than 1.4% of eligible public agencies receive this award. We believe that the FY2017-18 proposed budget, as presented, continues to exceed the award program requirements and we will again be submitting the budget to the GFOA and CSMFO for consideration for these awards.

**GENERAL FUND PROPOSED BUDGET**

The total proposed FY2017-18 General Fund budget is \$28.7 million, a decrease of \$0.9 million less than the adopted budget in FY2016-17. This decrease in appropriations resulted from a variety of sources but was primarily attributable to a reduction in force of a net nine full-time positions. 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 proposed FY2017-18 General Fund budget:

<b>General Fund Summary</b>		
Estimated Revenues	\$	24,425,910
Transfers In		4,184,840
Approp. From Fund Balance		124,621
Total Resources	\$	28,735,371
Proposed Budget		28,735,371
Balance	\$	-

*\* Accounted for in the General Fund*

A thorough review of the details of the proposed budget will be presented to Council and discussed at length during Council’s scheduled budget workshop.

The discussions at the budget workshop will focus primarily on the proposed 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 proposed budget will also be discussed. These adjustments are summarized herein.

The Town has adopted financial policies to guide the preparation of the proposed budget and implementation of the financial plan throughout the year. The FY2017-18 proposed budget continues to institutionalize these policies and practices. During preparation of the proposed budget, there was a 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 and excessive increases in the cost of contracted services for Sheriffs. 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 proposed FY 2017-18 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 revenue increases 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. These cost pressures coupled with excessive increases in the Sheriff's contract, increasing costs of operation in other areas, and slow growth in revenues continues to underscore the importance of closely monitoring 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 17-18:

Step 1 - Appropriations Limit for FY 16-17	\$ 35,563,611
Step 2 - Multiply the FY 16-17 Appropriations Limit by the cumulative growth factors for San Bernardino County	<u>1.047787</u>
Appropriations Limit FY 17-18	<u>\$ 37,263,089</u>

The estimated proceeds from general tax revenues in FY 17-18 equal \$20,078,500, which is \$17,184,589 or 46.1% under the limit.

## **SUMMARY**

The proposed Fiscal Year 2017-18 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

## ***PROPOSED OPERATING & CAPITAL BUDGET SUMMARY***

The Fiscal Year 2017-18 Proposed 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 proposed budget for all funds is \$81.7 million, an increase of \$1.1 million or 1.40% compared to the adopted budget for FY 16-17. Table 1 illustrates these changes.

**TABLE 1**

<b><u>ADOPTED BUDGET - ALL FUNDS</u></b>					
<b><u>Appropriations/ All Funds</u></b>	<b><u>Proposed FY 17-18</u></b>	<b><u>Adopted FY 16-17</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>	
Operating Budget	\$ 67,384,197	\$ 54,280,442	\$ 13,103,755	24.14%	82.38%
Transfers Out	8,376,722	15,472,548	(7,095,826)	-45.86%	10.24%
Capital Budget	6,035,333	10,915,727	(4,880,394)	-44.71%	7.38%
Total	<u>\$ 81,796,252</u>	<u>\$ 80,668,717</u>	<u>\$ 1,127,535</u>	<u>1.40%</u>	<u>100.00%</u>

### **OPERATING BUDGET OVERVIEW**

In comparison to the total proposed FY17-18 budget, on an all funds basis the operating budget comprises 81.28% of the total budget. The following discussion will focus primarily on the operating budget. The proposed operating budget is \$67.3 million, an increase of \$12,447,417 or 22.66% compared to the amended budget in FY 16-17. Table 2 below illustrates the components and changes in the proposed operating budget as compared to the prior fiscal year's amended operating budget.

**TABLE 2**

<b><u>OPERATING BUDGET- ALL FUNDS</u></b>					
<b><u>Expenditure Category</u></b>	<b><u>Proposed FY 17-18</u></b>	<b><u>Amended FY 16-17</u></b>	<b><u>Increase (Decrease)</u></b>		<b><u>% of Total</u></b>
			<b><u>Amount</u></b>	<b><u>Percent</u></b>	
Salaries & Benefits	\$ 10,712,362	\$ 10,528,740	\$ 183,622	1.74%	15.90%
General Operating	15,868,267	3,886,387	11,981,880	308.30%	23.55%
Community Development	2,897,256	3,769,029	(871,773)	-23.13%	4.30%
Building Maintenance	158,650	221,280	(62,630)	-28.30%	0.23%
Grounds Maintenance	169,700	164,170	5,530	3.37%	0.25%
PIO Events	70,800	71,800	(1,000)	-1.39%	0.11%
Public Works	3,145,250	3,063,150	82,100	2.68%	4.67%
Culture & Recreation	225,658	238,287	(12,629)	-5.30%	0.33%
Contract & Professional	26,351,843	25,201,601	1,150,242	4.56%	39.11%
Vehicle & Equipment	935,235	916,850	18,385	2.01%	1.39%
Capital Equipment	908,500	4,500	904,000	20,088.89%	1.35%
Depreciation	1,803,414	1,803,414	-	-	2.67%
Debt Service	4,137,262	5,067,572	(930,310)	-18.36%	6.14%
Total	<u>\$ 67,384,197</u>	<u>\$ 54,936,780</u>	<u>\$ 12,447,417</u>	<u>22.66%</u>	<u>100.00%</u>

**Salaries & Benefits:** Personnel costs increased by \$183,622 or 1.93% in total. This increase is mainly due to \$37,200 increase in deferred compensation costs, as well as various promotions/step increases and the related increases in PERS costs. In addition, there is no Cost of Living Allowance (COLA) included in the proposed 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 proposed budget for maintenance and operations accounts is \$56.6 million, a net increase of \$12,243,795 or 27.57% compared to the FY 16-17 amended budget. The major components of the increase are:

- ❑ \$11,961,880 increase in General operating expenditures relates primarily to the implementation of the Apple Valley Choice Energy (AVCE) and an increase in the Town's Worker's Compensation and General Liability insurance by \$302,400.
- ❑ \$871,773 decrease in Community Development expenditures due to decrease in various grant revenue and related expenditures, and repayment of ERAF loan by the State Department of Finance.
- ❑ \$1,150,242 increase in Contract and Professional expenditures mainly due to \$508,493 increase in the County Sheriff Contract, \$555,493 increase due to AVCE implementation and \$29,500 increase in Building & Safety contract.
- ❑ \$922,385 increase in Vehicle and Capital Equipment expenditures due to a significant increase in capital equipment expenditures.
- ❑ \$930,310 decrease in Debt Service expenditures mainly due to a proposed refunding of the 2007 Town Hall Annex Lease Revenue Bonds deferring the \$879,881 payment due in 2017-18 to the 2018-19 fiscal year, and various maturity payments.

Also, included in the M&O proposed budget is \$4,137,262 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 proposed budget):

- ❑ \$436,638 for Certificates of Participation (COPs).
- ❑ \$3,441,801 for Tax Allocation Bonds (TABs).
- ❑ \$266,829 for installment purchase agreements.

**Vehicles and Equipment/Fixed Assets:** The proposed budget includes \$1,843,735 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 \$935,235 in the proposed 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 \$908,500 budgeted in the FY 17-18 proposed budget relate primarily to the following: \$650,000 for the purchase of 9 vehicles (4 Animal Control trucks, 4 Code Enforcement trucks and 1 Pool Vehicle), \$175,000 for the purchase of a Pothole Truck, \$6,500 for drain at the Civic Center pool, \$6,750 for various park projects, \$60,000 for purchase of a Dump Truck, \$6,500 for a trailer and \$3,750 for purchasing a Pressure Washer.



The total proposed FY 17-18 General Fund estimated revenue is \$24.4 million, an increase of \$2.7 million or 12.85% compared to adopted revenue estimates for FY 16-17. 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>Proposed FY 17-18</b>	<b>Adopted FY 16-17</b>	<b>Increase (Decrease)</b>		<b>Percent of Total</b>
			<b>Amount</b>	<b>Percent</b>	
Local Taxes	\$ 20,078,500	\$ 17,814,464	\$ 2,264,036	12.71%	82.20%
Fines & Fees	261,600	254,861	6,739	2.64%	1.07%
Public Services	1,601,560	1,569,472	32,088	2.04%	6.56%
Building & Safety Fees	1,217,300	1,160,408	56,892	4.90%	4.99%
Planning Fees	181,430	165,787	15,643	9.43%	0.74%
Engineering Fees	100,520	162,927	(62,407)	(38.30)%	0.41%
Other Revenues	985,000	515,767	469,233	90.98%	4.03%
Total	<u>\$ 24,425,910</u>	<u>\$ 21,643,686</u>	<u>\$ 2,782,224</u>	<u>12.85%</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 17-18. 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 17-18 estimated revenue from property tax is \$9,580,300 or 33.48% of the total General Fund revenues. This amount is \$162,000 more than the amended FY 16-17 estimated property tax revenues. This increase of approximately 1.72% 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.

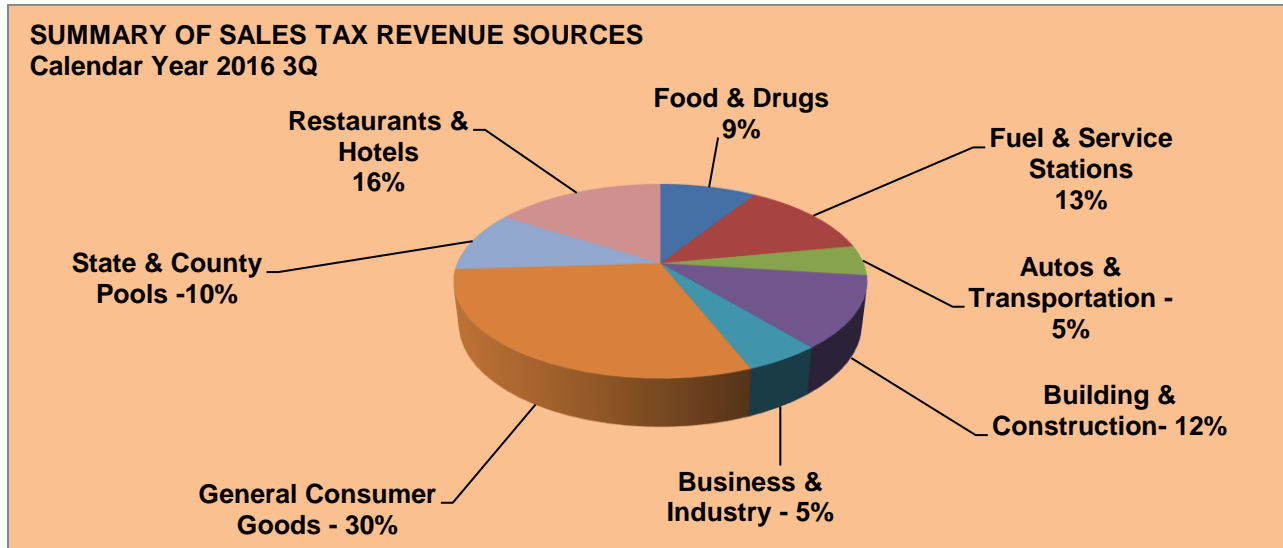
Sales & Use Tax represents the Town’s second largest revenue source estimated at \$6,001,000 or 20.97% of the total General Fund estimated revenues for FY 17-18. This amount represents an increase of \$87,500 or 1.48% compared to the amended revenue estimate for FY 16-17. The increase is due to the continued slow growth in sales and new developments within the Town.

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 (3.49%) when compared to the FY 16-17 revised revenue estimates.

Graph 1 below illustrates the types of businesses and industries that generated sales tax revenues for the Town in calendar year 2016 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.

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 17-18, estimated revenue from all sources of Franchise Fees is \$4,084,000, which represents 14.27% of the total General Fund revenue. The estimated revenue reflects a net decrease of \$41,500 or 1.00% over the FY 16-17 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 17-18 revenue estimate from this source is \$478,200, which represents 1.67% 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.

**OTHER GOVERNMENTAL FUNDS**

To gain a better understanding of the proposed 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 PROPOSED BUDGET</u></b>					
<b><u>Fund Types</u></b>	<b><u>Proposed FY 17-18</u></b>	<b><u>Adopted FY 16-17</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 *	\$ 28,735,371	\$ 29,607,689	\$ (872,318)	(2.95%)	64.92%
Special Revenue Funds *	14,099,870	17,595,881	(3,496,011)	(19.87%)	31.85%
Capital Projects Funds *	1,427,833	7,403,333	(5,975,500)	(80.71%)	3.23%
Total Governmental Funds	<u>\$ 44,263,074</u>	<u>\$ 54,606,903</u>	<u>\$ (10,343,829)</u>	<u>(18.94%)</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 17-18</u></b>	<b><u>Proposed Appropriations FY 17-18</u></b>	<b><u>Revenues Over (Under) Appropriations</u></b>	
Gas Tax*	\$ 3,542,811	\$ 2,425,605	\$ 1,117,206	
Article 3	386,370	-	386,370	
Article 8*	856,200	535,100	321,100	
Measure I	2,522,710	4,163,500	(1,640,790)	
Air Pollution Control	47,320	47,320	-	
Community Development Block Grant	1,056,661	1,056,740	(79)	
NSP 3	60,000	60,000	-	
Apple Valley Home	806,165	806,165	-	
Victorville Home	1,060,920	1,060,920	-	
Cal Home	60,000	60,000	-	
Parks & Recreation*	3,331,996	3,331,496	-	
Quimby	115,000	-	115,000	
Police Grants	72,663	71,024	1,639	
Asset Seizure	8,000	12,000	(4,000)	
Drug & Gang Prevention	2,000	-	2,000	
Assessment District LL	322,500	470,000	(147,500)	
Capital Projects Funds*	3,551,230	1,427,833	2,123,397	
Total Other Governmental Funds	<u>\$ 17,802,046</u>	<u>\$ 15,527,703</u>	<u>\$ 2,274,343</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 proposed 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-three capital improvement projects totaling \$6.0 million are proposed for funding in FY 17-18, a decrease of \$4.8 million or 44.71% over the adopted CIP in FY 16-17.

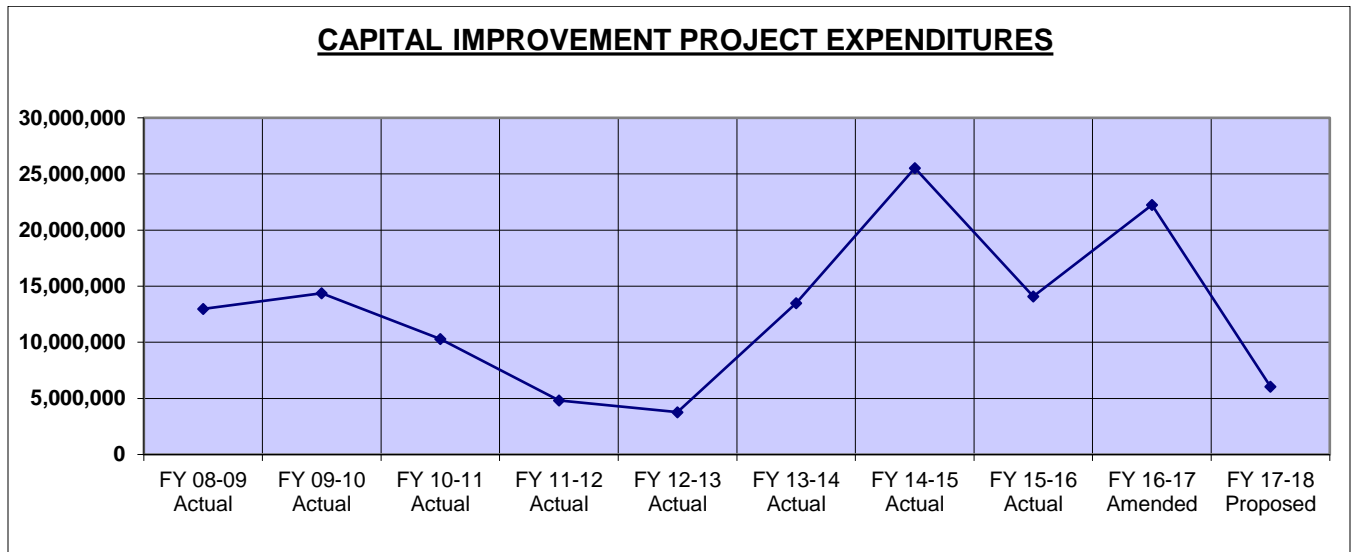
Table 6 is a summary of adopted projects by program category. Further detail of each CIP is included within the “Capital Improvement Program” section of this document.

**TABLE 6**

<b><u>CAPITAL IMPROVEMENT PROJECTS</u></b>	
<b><u>Program Category:</u></b>	<b><u>Adopted FY 17-18</u></b>
Preliminary Design	\$ 120,000
Full Design	878,500
Construction	5,036,833
Total	<u>\$ 6,035,333</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 \$127.6 million or an average of \$12.7 million a year for capital improvements.

**GRAPH 2**



**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 17-18 proposed 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	\$ 124,621
Measure I	1,640,790
Community Development Block Grant	79
Asset Seizure	1,639
Assessment District LL	147,500
Solid Waste fund	809,578
Total Use of Fund Balances	<b>\$ 2,724,207</b>

**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. 2017-\_\_**

**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 2017-18**

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 2017-18, 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 2017-18 is \$37,263,552 (Thirty Seven Million Two Hundred Sixty Three Thousand Five Hundred Fifty-two Dollars), and the total annual tax revenues subject to such limitation for Fiscal Year 2017-18 are estimated to be \$20,078,500; 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 2017-18.
- 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 2017-18, 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 2017-18 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 2017-18 Operating and Capital Improvement Budget programs are hereby proposed, establishing the following expenditure levels:

<b><u>DEPARTMENT</u></b>	<b><u>2017-18 PROPOSED BUDGET</u></b>
1. Town Council	\$ 232,127
2. Town Attorney	620,000
3. Town Manager	625,310
4. Finance	1,140,968
5. Town Clerk	458,992
6. Public Information	521,113
7. Human Resources	433,841
8. Information Systems	336,000
9. General Government	4,234,502
10. Public Facilities	1,158,815
11. Public Safety/Police	13,753,922
12. Emergency Preparedness	155,029
13. Animal Control Services	2,058,334
14. Public Services	150,087
15. Code Enforcement	963,810
16. Building & Safety	621,600
17. Engineering Service	360,600
18. Planning Services	801,996
19. Economic Development	108,325
20. Street Maintenance Fund (Gas Tax)	2,425,605
21. Article 8 Local Transportation Fund	535,100
22. Measure I	4,163,500
23. Air Pollution Control	47,320



24. CDBG	1,056,740
25. Apple Valley Home	806,165
26. Victorville Home	1,060,920
27. Cal Home	60,000
28. NSP3	60,000
29. Parks & Recreation	3,331,496
30. Police Grants	71,024
31. Asset Seizue	12,000
32. Assessment District LL	470,000
33. Capital Improvement TIF Fund	1,405,333
34. Storm Drains	22,500
35. Wastewater Enterprise Fund	5,964,641
36. Waste Management Enterprise Fund	12,121,378
38. Apple Valley Golf Course	1,059,601
39. Apple Valley Choice Energy	14,060,906
40. Debt Service Funds	409,000
41. Successor Agency - RDA	<u>3,917,652</u>

**TOTAL OPERATING & CAPITAL EXPENDITURES** \$ 81,796,252

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

1. General Fund	\$28,610,750
2. Street Maintenance Funds (Gas Tax)	3,542,811
3. Article 3 Pedestrian and Bicycle Fund	386,370
4. Article 8 Local Transportation Fund	856,200
5. Measure I	2,522,710
6. Air Pollution Control	47,320
7. CDBG	1,056,661
8. Apple Valley Home	806,165
9. Victorville Home	1,060,920
10. Cal Home	60,000
11. NSP3	60,000
12. Parks & Recreation	3,331,496
13. Quimby	115,000
14. Police Grants	72,663
15. Asset Seizure	8,000
16. Drug and Gang Prevention	2,000
17. Assessment District LL	322,500
18. Capital Improvement Projects Funds	3,551,230
19. Wastewater Enterprise Fund	6,911,000
20. Waste Management Enterprise Fund	11,311,800
21. Apple Valley Golf Course	1,059,601
22. Apple Valley Choice Energy	16,568,000
23. Debt Service Fund	409,000
24. Successor Agency - RDA	<u>3,917,652</u>

**TOTAL OPERATING AND CAPITAL REVENUES** \$86,589,849

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 27<sup>th</sup> day of June, 2017.**

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Scott Nassif  
Mayor

ATTEST:

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La Vonda M. Pearson  
Town Clerk

**RESOLUTION NO. 2017-\_\_**  
**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF**  
**APPLE VALLEY ESTABLISHING THE 2017-18 FISCAL YEAR**  
**APPROPRIATION LIMIT FOR THE TOWN OF APPLE VALLEY**

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

WHEREAS, the Assistant Town Manager of the Town has heretofore prepared and submitted data and documentation required for and to be used in the determination of an appropriations limit for the Town for Fiscal Year 2017-18 and such data and documentation has been available to the public for at least fifteen days prior to adoption of this Resolution; and

WHEREAS, the Town of Apple Valley established its 2016-17 Fiscal Year Appropriation Limit of \$35,563,611 (Thirty Five Million, Five Hundred Sixty-three Thousand, Six Hundred Eleven 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 2017-18 Appropriation Limit:

Per Capita Personal Income Change for Fiscal Year 2017-18: 3.69%

Population Adjustment - January 1, 2017: 1.05%

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 2017-18 Appropriation Limit of the Town of Apple Valley to be \$37,263,089 (and said sum is hereby determined and established as the appropriation limit for the Town of Apple Valley for Fiscal Year 2017-18).

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 27<sup>th</sup> day of June, 2017.

\_\_\_\_\_  
Scott Nassif  
MAYOR

ATTEST:

\_\_\_\_\_  
LaVonda Pearson  
TOWN CLERK

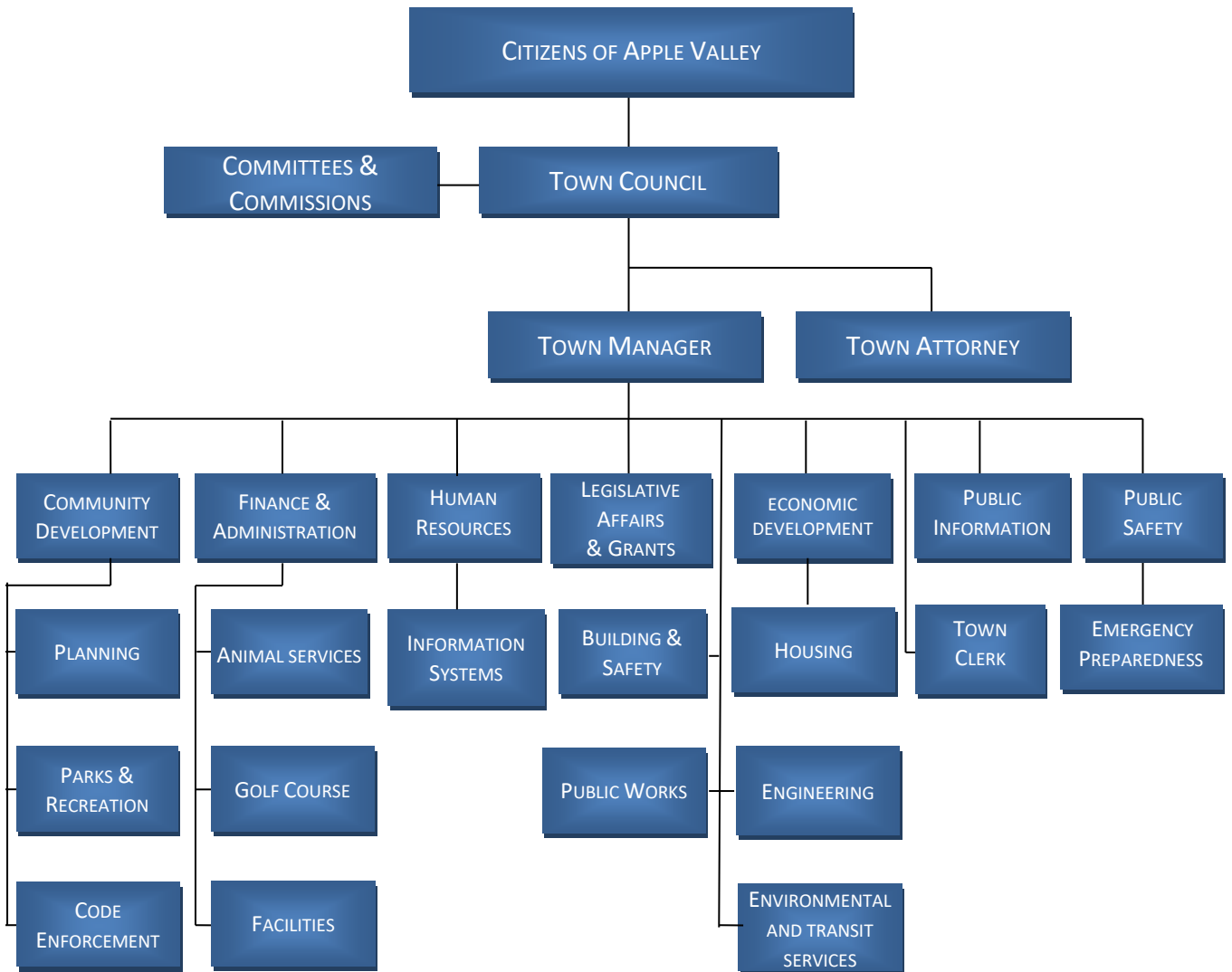
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Town of Apple Valley

# Town of Apple Valley ORGANIZATIONAL CHART

Fiscal Year 2017-2018



## 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 74,701 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.

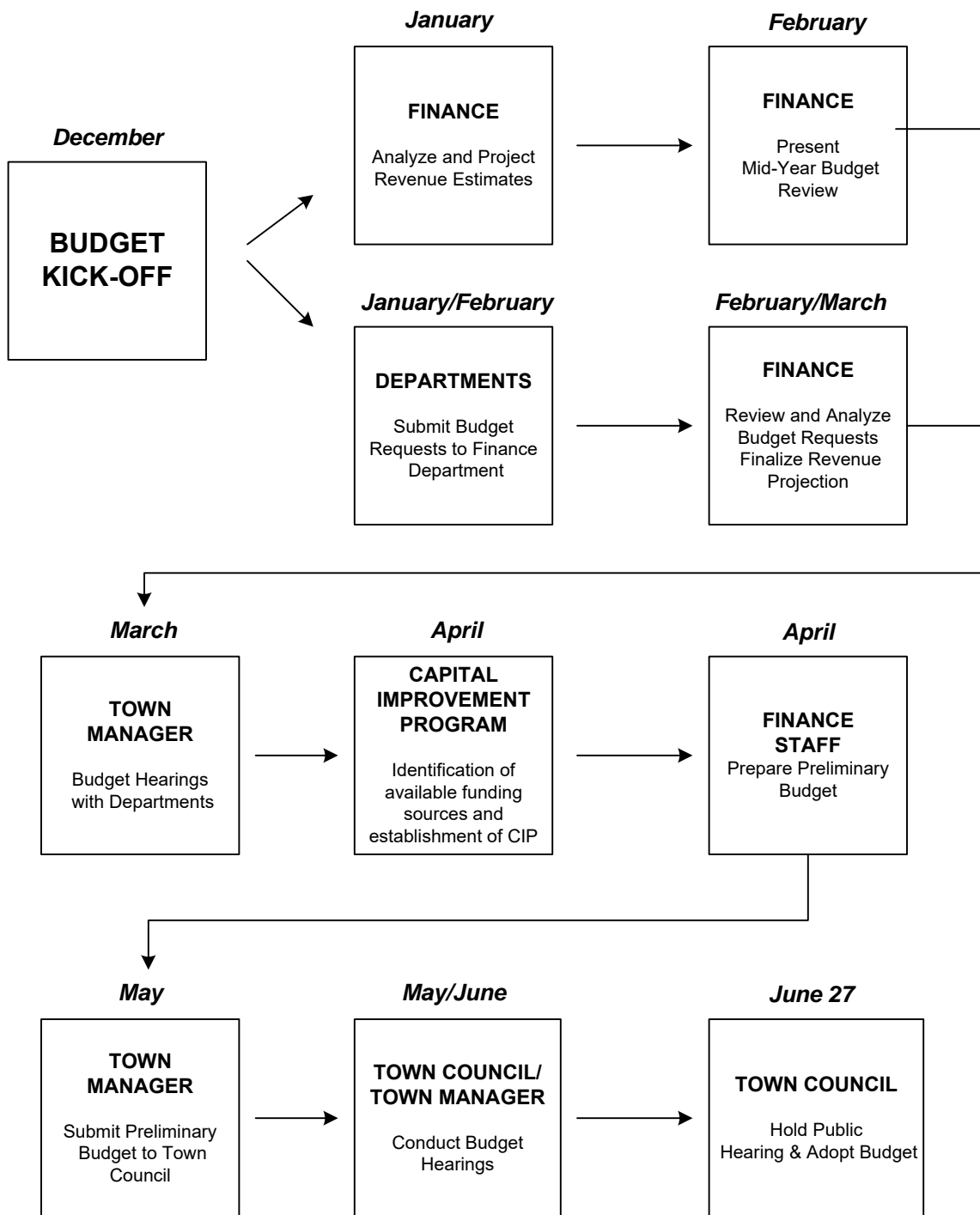
**Basis of accounting:** The Town uses the modified accrual basis of accounting for governmental funds. Revenues are recorded when measurable and available to fund current expenditures. Expenditures are recorded when the services are substantially performed or the goods have been received and the liabilities 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 2017-2018**



## 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.

**APPLE VALLEY CHOICE ENERGY FUND - 5810:** This fund accounts for the costs of providing power to commercial and residential units and the user charges by which these costs are recovered.

### *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

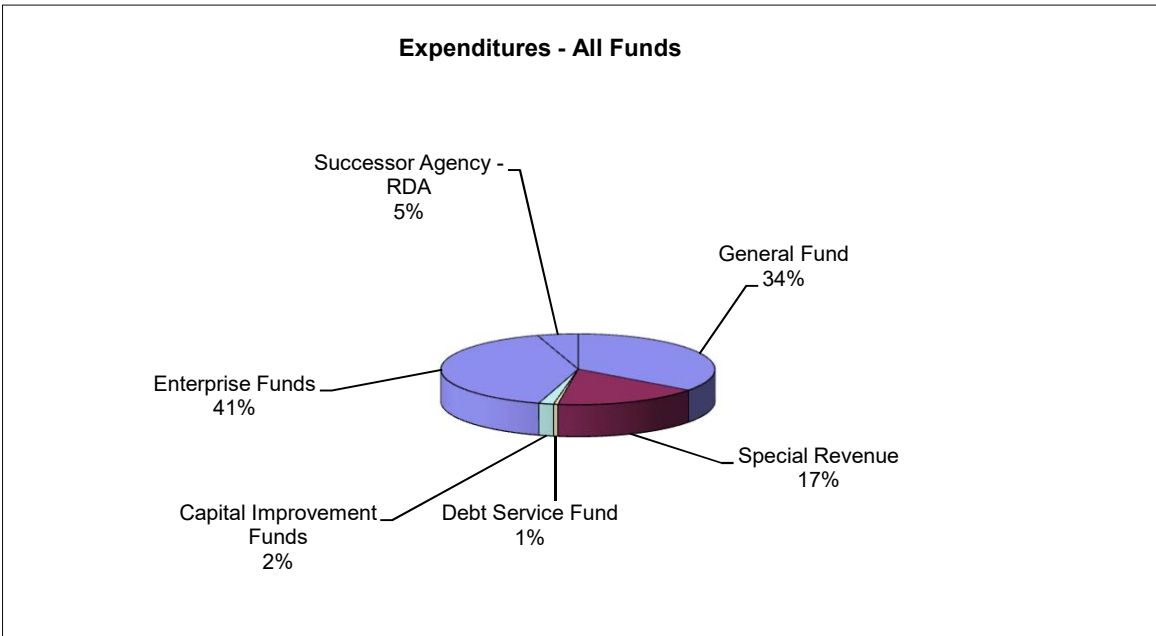
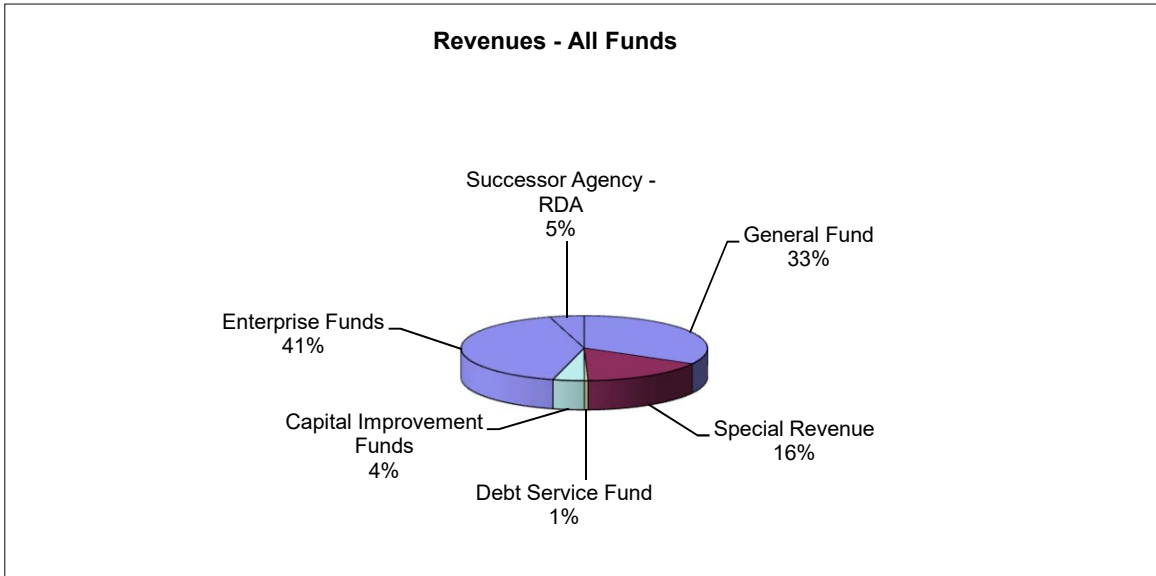
Maintenance & replacement of sewer  
transmission lines  
Solid waste disposal,  
Feasibility studies and design  
engineering



## Town of Apple Valley

### Fiscal Year 2017/2018 - Summary of All Funds

<b>Revenues:</b>			<b>Expenditures:</b>	
General Fund	\$28,610,750		General Fund	\$28,735,371
Special Revenue	14,250,816		Special Revenue	14,099,870
Debt Service	409,000		Debt Service	409,000
Capital Improvement Funds	3,551,230		Capital Improvement Funds	1,427,833
Enterprise Funds	35,850,401		Enterprise Funds	33,206,526
Successor Agency - RDA	3,917,652		Successor Agency - RDA	3,917,652
<b>Total Revenues</b>	<b><u>\$86,589,849</u></b>		<b>Total Expenditures</b>	<b><u>\$81,796,252</u></b>



**Town of Apple Valley**  
**CALCULATION OF PROJECTED FUND BALANCES**  
for the Fiscal Year Ending June 30, 2018

Fund No.	Fund Description	Projected Fund Balances 07/01/17	Estimated Revenues FY 17-18	Proposed Operating Budget FY 17-18
<b>1001</b>	<b>General Fund</b>	<b>16,310,592</b>	<b>22,460,910</b>	<b>27,043,589</b>
	<b>Special Revenue Funds:</b>			
2010	Gas Tax Fund	540,402	2,852,711	1,608,005
2013	Article 3	(386,370)	386,370	-
2015	Article 8	1,855,971	856,200	-
2021	Measure I Local 2040	2,749,520	2,522,710	-
2040	Air Pollution Control	68,358	47,320	47,320
2120	CDBG	(27,605)	1,056,661	1,056,740
2131	NSP 3	-	60,000	60,000
2320	Apple Valley Home	(34,800)	806,165	806,165
2330	Victorville Home	-	1,060,920	1,060,920
2410	Cal Home	-	60,000	60,000
2510	Parks & Recreation	(6,636,333)	2,640,315	3,331,496
2520	Quimby Funds	471,024	115,000	-
2610	Police Grants	4,921	72,663	71,024
2620	Asset Seizure	9,883	8,000	12,000
2630	Drug & Gang Prevention	16,836	2,000	-
2810	Assessment District LL	1,214,930	322,500	470,000
	<b>Subtotal Special Revenue Funds</b>	<b>(153,263)</b>	<b>12,869,535</b>	<b>8,583,670</b>
	<b>Debt Service Funds:</b>			
4105	1999 COPS	-		409,000
4108	2007 Town Hall	-		-
	<b>Subtotal Debt Service Funds</b>	<b>-</b>	<b>-</b>	<b>409,000</b>

<b>Proposed Capital Budget FY 17-18</b>	<b>Total Proposed Budget FY 17-18</b>	<b>Estimated Revenues Over (Under) Proposed Budget</b>	<b>Transfers In</b>	<b>Transfers Out</b>	<b>Projected Ending Fund Balances 06/30/18</b>
-	<b>27,043,589</b>	<b>(4,582,679)</b>	<b>6,149,840</b>	<b>1,691,782</b>	<b>16,185,971</b>
	1,608,005	1,244,706	690,100	817,600	1,657,608
-	-	386,370	-	-	-
-	-	856,200	-	535,100	2,177,071
4,163,500	4,163,500	(1,640,790)	-	-	1,108,730
-	47,320	-	-	-	68,358
-	1,056,740	(79)	-	-	(27,684)
-	60,000	-	-	-	-
-	806,165	-	-	-	(34,800)
-	1,060,920	-	-	-	-
-	60,000	-	-	-	-
	3,331,496	(691,181)	691,181	-	(6,636,333)
-	-	115,000	-	-	586,024
-	71,024	1,639	-	-	6,560
-	12,000	(4,000)	-	-	5,883
-	-	2,000	-	-	18,836
-	470,000	(147,500)	-	-	1,067,430
<b>4,163,500</b>	<b>12,747,170</b>	<b>122,365</b>	<b>1,381,281</b>	<b>1,352,700</b>	<b>(2,317)</b>
	409,000	(409,000)	409,000		-
	-	-	-		-
-	<b>409,000</b>	<b>(409,000)</b>	<b>409,000</b>	-	-

**Town of Apple Valley**  
**CALCULATION OF PROJECTED FUND BALANCES**  
for the Fiscal Year Ending June 30, 2018

Fund No.	Fund Description	Projected Fund Balances 07/01/17	Estimated Revenues FY 17-18	Proposed Operating Budget FY 17-18
<b>Capital Improvement Funds:</b>				
4050	NAVISP	1,660,599	6,000	-
4410	Capital Improvement TIF Fund	7,916,119	3,284,500	-
4710	Animal Control Facilities	130,294	4,650	-
4720	Law Enforcement Facilities	98,159	26,400	-
4730	General Government Facilities	178,935	37,150	-
4740	Public Meeting Facilities	208,733	22,550	-
4750	Aquatic Facilities	90,575	6,680	-
4760	Storm Drains	1,752,717	129,500	22,500
4770	Sanitary Sewer Facilities	1,149,491	33,800	-
4910	Project Manager Grants	(132,677)	-	-
<b>Subtotal Capital Projects Funds</b>		<b>13,052,945</b>	<b>3,551,230</b>	<b>22,500</b>
<b>Total Governmental Funds</b>		<b>29,210,274</b>	<b>38,881,675</b>	<b>36,058,759</b>
<b>Enterprise Funds:</b>				
5010	Wastewater	8,186,832	6,911,000	4,772,241
5510	Solid Waste	850,913	11,311,800	8,483,838
5710	Apple Valley Golf Course	(3,713,030)	623,000	1,037,101
5810	Apple Valley Choice Energy	(100,452)	16,568,000	13,114,606
<b>Total Enterprise Funds</b>		<b>5,224,263</b>	<b>35,413,800</b>	<b>27,407,786</b>
<b>Successor Agency - RDA</b>				
2725	VVEDA Successor Agency Fund	1,830,637	1,063,251	1,063,251
2730	AV RDA Successor Agency Fund	634,681	2,854,401	2,854,401
		<b>2,465,318</b>	<b>3,917,652</b>	<b>3,917,652</b>
<b>GRAND TOTAL</b>		<b>36,899,855</b>	<b>78,213,127</b>	<b>67,384,197</b>

<b>Proposed Capital Budget FY 17-18</b>	<b>Total Proposed Budget FY 17-18</b>	<b>Estimated Revenues Over (Under) Proposed Budget</b>	<b>Transfers In</b>	<b>Transfers Out</b>	<b>Projected Ending Fund Balances 06/30/18</b>
-	-	6,000	-	-	1,666,599
1,405,333	1,405,333	1,879,167	-	-	9,795,286
-	-	4,650	-	-	134,944
-	-	26,400	-	-	124,559
-	-	37,150	-	-	216,085
-	-	22,550	-	-	231,283
-	-	6,680	-	-	97,255
-	22,500	107,000	-	-	1,859,717
-	-	33,800	-	-	1,183,291
-	-	-	-	-	(132,677)
<b>1,405,333</b>	<b>1,427,833</b>	<b>2,123,397</b>	-	-	<b>15,176,342</b>
<b>5,568,833</b>	<b>41,627,592</b>	<b>(2,745,917)</b>	<b>7,940,121</b>	<b>3,044,482</b>	<b>31,359,996</b>
444,000	5,216,241	1,694,759	-	748,400	9,133,191
	8,483,838	2,827,962	-	3,637,540	41,335
22,500	1,059,601	(436,601)	436,601	-	(3,713,030)
	13,114,606	3,453,394	-	946,300	2,406,642
<b>466,500</b>	<b>27,874,286</b>	<b>7,539,514</b>	<b>436,601</b>	<b>5,332,240</b>	<b>7,868,138</b>
-	1,063,251	-	-	-	1,830,637
-	2,854,401	-	-	-	634,681
-	<b>3,917,652</b>	-	-	-	<b>2,465,318</b>
<b>6,035,333</b>	<b>73,419,530</b>	<b>4,793,597</b>	<b>8,376,722</b>	<b>8,376,722</b>	<b>41,693,452</b>

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

**FISCAL YEARS 2014-2015 THROUGH 2017-2018**

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 14-15 Actual</b>	<b>FY 15-16 Actual</b>	<b>FY 16-17 Amended</b>	<b>FY 17-18 Proposed</b>
Taxes	22,831,202	23,153,245	23,463,212	27,502,231
Fines & Fees	17,489,529	18,519,154	19,440,400	36,002,800
Public Services	1,537,720	1,716,587	1,635,277	1,684,223
Community Development	18,513,911	15,128,652	10,142,870	9,802,691
Other Revenue	435,498	1,290,737	3,084,000	941,700
Rental	95,775	60,062	80,000	80,000
Investment Income	151,417	548,403	159,000	246,830
Transfers In	20,035,310	14,047,195	15,472,548	6,411,722
<b>Total Revenues &amp; Other Sources</b>	<b>\$ 81,090,362</b>	<b>\$ 74,464,035</b>	<b>\$ 73,477,307</b>	<b>\$ 82,672,197</b>
 <b>Expenditures &amp; Other Uses</b>				
Protection of Persons & Property	13,916,551	14,346,975	15,095,165	15,624,705
Public Services/Municipal Operations	15,685,960	15,272,792	15,501,319	28,508,856
Community Development	3,836,055	3,098,809	6,034,895	4,314,746
Transportation	1,632,967	1,750,894	1,853,904	2,078,005
Leisure & Community Services	4,189,304	4,212,612	4,314,602	4,388,097
General Government Support	7,214,456	8,252,690	7,580,946	8,522,886
Capital Improvement Projects	25,425,171	14,846,582	19,863,242	6,115,083
Debt Service:				
Principal Payments*	1,030,101	1,087,000	870,000	365,000
Interest Payments*	469,272	390,101	370,406	-
Transfers Out*	9,490,932	10,775,135	14,549,548	7,961,222
<b>Total Expenditures &amp; Other Uses</b>	<b>\$ 82,890,769</b>	<b>\$ 74,033,590</b>	<b>\$ 86,034,027</b>	<b>\$ 77,878,600</b>
<b>Net Change</b>	<b>\$ (1,800,407)</b>	<b>\$ 430,445</b>	<b>\$ (12,556,720)</b>	<b>\$ 4,793,597</b>

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

**SCHEDULE OF INTERFUND TRANSFERS**

FISCAL YEAR 2017-2018

FUND	TRANSFERS IN	TRANSFERS OUT	
Administrative Overhead 2010	\$ 817,600		1
Administrative Overhead 5010	748,400		1
Administrative Overhead 5510	1,672,540		1
Administrative Overhead 5810	946,300		1
General Fund - 1001	1,965,000		2
General Fund - 1001		409,000	6
General Fund - 1001		155,000	4
General Fund - 1001		691,181	3
General Fund - 1001		436,601	7
Street Maintenance - 2010	155,000		4
Street Maintenance - 2010	535,100		5
Street Maintenance - 2010		817,600	1
Local Transportation Fund - 2015		535,100	5
Parks & Recreation - 2510	691,181		3
Debt Service Funds - 4105,4106,4108	409,000		6
Administrative Overhead 5010		748,400	1
Administrative Overhead 5510		1,672,540	1
Waste Management - 5510		1,965,000	2
Apple Valley Golf Course - 5710	436,601		7
Administrative Overhead 5810		946,300	1
<b>Total</b>	<b>\$ 8,376,722</b>	<b>\$ 8,376,722</b>	

- 1 Administrative Overhead
- 2 Franchise Fee from Solid Waste
- 3 To Parks & Recreation from General Fund
- 4 To Street Maintenance Fund for NPDES
- 5 To Street Maintenance from LTF
- 6 Transfer from General Fund Public Facilities to Debt Service Funds
- 7 To AVGC from General Fund

## BUDGET COMPARISON BY FUND/BY DEPARTMENT

Fund/Department	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Amended	FY 17-18 Proposed
<b><u>General Fund (1001)</u></b>				
Town Council	\$ 259,138	250,351	\$ 223,238	\$ 232,127
Town Attorney	854,540	739,117	610,000	620,000
Town Manager	595,889	617,464	578,818	625,310
Finance	1,216,907	1,317,333	1,210,663	1,140,968
Town Clerk	452,274	484,904	533,076	458,992
Public Information	469,482	573,064	529,273	521,113
Human Resources	459,432	516,533	492,232	433,841
Information Technology	508,651	357,361	373,000	336,000
General Government	2,728,714	3,948,770	4,957,266	4,234,502
Public Facilities	2,228,375	2,260,382	2,004,513	1,158,815
Public Safety	12,131,828	12,444,942	13,232,585	13,753,922
Emergency Preparedness	29,782	77,666	133,687	155,029
Animal Control	662,012	750,826	732,394	757,677
Animal Shelter	1,257,797	1,291,128	1,209,128	1,300,657
Public Services - Administration	557,275	657,040	261,058	150,087
Code Enforcement	984,217	1,026,505	1,014,861	963,810
Building & Safety	582,982	601,989	592,175	621,600
Economic Development	88,725	108,409	128,784	108,325
Engineering	444,058	509,832	360,600	360,600
Community Development	828,282	1,005,057	703,694	801,996
<b>Subtotal Fund 1001</b>	<b>\$ 27,340,360</b>	<b>\$ 29,538,673</b>	<b>\$ 29,881,045</b>	<b>\$ 28,735,371</b>
<b><u>Gas Tax Fund (2010)</u></b>				
Street Maintenance	\$ 2,607,964	\$ 2,331,924	\$ 2,485,911	\$ 2,425,605
Non-Departmental	-	-	-	-
<b>Subtotal Fund 2010</b>	<b>\$ 2,607,964</b>	<b>\$ 2,331,924</b>	<b>\$ 2,485,911</b>	<b>\$ 2,425,605</b>
<b><u>Article 3 (2013)</u></b>				
Street Capital Projects	\$ 57,878	\$ 37,545	\$ 193,054	\$ -
<b>Subtotal Fund 2015</b>	<b>\$ 57,878</b>	<b>\$ 37,545</b>	<b>\$ 193,054</b>	<b>\$ -</b>
<b><u>Article 8 (2015)</u></b>				
Street Capital Projects	\$ 76,073	\$ 868,042	\$ 435,000	\$ 535,100
<b>Subtotal Fund 2015</b>	<b>\$ 76,073</b>	<b>\$ 868,042</b>	<b>\$ 435,000</b>	<b>\$ 535,100</b>
<b><u>Measure I - Local (2021)</u></b>				
Street Capital Projects	\$ 1,749,483	\$ 1,774,206	\$ 9,240,377	\$ 4,163,500
<b>Subtotal Fund 2021</b>	<b>\$ 1,749,483</b>	<b>\$ 1,774,206</b>	<b>\$ 9,240,377</b>	<b>\$ 4,163,500</b>
<b><u>Air Pollution Control (2040)</u></b>				
Transit	\$ 47,260	\$ 51,809	\$ 47,320	\$ 47,320
<b>Subtotal Fund 2040</b>	<b>\$ 47,260</b>	<b>\$ 51,809</b>	<b>\$ 47,320</b>	<b>\$ 47,320</b>
<b><u>CDBG (2120)</u></b>				
Community Development	\$ 585,725	\$ 719,598	\$ 1,079,564	\$ 1,056,740
<b>Subtotal Fund 2120</b>	<b>\$ 585,725</b>	<b>\$ 719,598</b>	<b>\$ 1,079,564</b>	<b>\$ 1,056,740</b>



## BUDGET COMPARISON BY FUND/BY DEPARTMENT

Fund/Department	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Amended	FY 17-18 Proposed
<b><u>NSP3 (2131)</u></b>				
Community Development	\$ 51,687	\$ 71,117	\$ 100,000	\$ 60,000
<b>Subtotal Fund 2131</b>	<b>\$ 51,687</b>	<b>\$ 71,117</b>	<b>\$ 100,000</b>	<b>\$ 60,000</b>
<b><u>Apple Valley Home (2320)</u></b>				
Community Development	\$ 93,236	\$ 251,914	\$ 902,698	\$ 806,165
<b>Subtotal Fund 2320</b>	<b>\$ 93,236</b>	<b>\$ 251,914</b>	<b>\$ 902,698</b>	<b>\$ 806,165</b>
<b><u>Victorville Home (2330)</u></b>				
Community Development	\$ 129,081	\$ 321,499	\$ 1,463,753	\$ 1,060,920
<b>Subtotal Fund 2330</b>	<b>\$ 129,081</b>	<b>\$ 321,499</b>	<b>\$ 1,463,753</b>	<b>\$ 1,060,920</b>
<b><u>Cal Home (2410)</u></b>				
Community Development	\$ 1,312,056	\$ 65,958	\$ 40,000	\$ 60,000
<b>Subtotal Fund 2410</b>	<b>\$ 1,312,056</b>	<b>\$ 65,958</b>	<b>\$ 40,000</b>	<b>\$ 60,000</b>
<b><u>Parks &amp; Recreation (2510)</u></b>				
Programs	\$ 1,453,504	\$ 1,629,358	\$ 1,609,313	\$ 1,628,531
Parks	1,747,078	1,607,783	1,750,277	1,440,112
Facilities	236,500	276,111	265,655	262,853
<b>Subtotal Fund 2510</b>	<b>\$ 3,437,082</b>	<b>\$ 3,513,252</b>	<b>\$ 3,625,245</b>	<b>\$ 3,331,496</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	\$ -	\$ -	\$ 13,177	\$ 15,663
CALPAL Program	14,729	-	-	-
Homeland Security	-	19,767	16,000	22,000
CAL E M A	115,273	113,719	33,361	33,361
Sobriety Checkpoint	(7,660)	-	-	-
<b>Subtotal Fund 2610</b>	<b>\$ 122,342</b>	<b>\$ 133,486</b>	<b>\$ 62,538</b>	<b>\$ 71,024</b>
<b><u>Asset Seizure (2620)</u></b>				
Police	\$ 18,140	\$ 11,690	\$ 12,000	\$ 12,000
<b>Subtotal Fund 2620</b>	<b>\$ 18,140</b>	<b>\$ 11,690</b>	<b>\$ 12,000</b>	<b>\$ 12,000</b>
<b><u>Drug &amp; Gang Prevention (2630)</u></b>				
Police	\$ -	\$ 3,378	\$ -	\$ -
<b>Subtotal Fund 2630</b>	<b>\$ -</b>	<b>\$ 3,378</b>	<b>\$ -</b>	<b>\$ -</b>
<b><u>Lighting &amp; Landscape District (2810)</u></b>				
Right of Way Maintenance	\$ 225,804	\$ 201,106	\$ 460,000	\$ 460,000
Engineering Contractor	6,908	7,798	10,000	10,000
<b>Subtotal Fund 2810</b>	<b>\$ 232,712</b>	<b>\$ 208,904</b>	<b>\$ 470,000</b>	<b>\$ 470,000</b>
<b><u>NAVISP Infrastructure (4050)</u></b>				
NAVISP	\$ 555	\$ 223	\$ -	\$ -
<b>Subtotal Fund 4050</b>	<b>\$ 555</b>	<b>\$ 223</b>	<b>\$ -</b>	<b>\$ -</b>

## BUDGET COMPARISON BY FUND/BY DEPARTMENT

Fund/Department	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Amended	FY 17-18 Proposed
<b><u>1999 COP's (4105)</u></b>				
Town Hall Debt Service	\$ 380,984	\$ 389,499	\$ 410,000	\$ 409,000
<b>Subtotal Fund 4105</b>	<b>\$ 380,984</b>	<b>\$ 389,499</b>	<b>\$ 410,000</b>	<b>\$ 409,000</b>
<b><u>2001 COP's (4106)</u></b>				
Town Hall Debt Service	\$ 230,454	\$ 252,068	\$ -	\$ -
<b>Subtotal Fund 4106</b>	<b>\$ 230,454</b>	<b>\$ 252,068</b>	<b>\$ -</b>	<b>\$ -</b>
<b><u>2007 Town Hall Revenue Bonds (4108)</u></b>				
Town Hall Debt Service	\$ 886,294	\$ 880,769	\$ 883,506	-
<b>Subtotal Fund 4108</b>	<b>\$ 886,294</b>	<b>\$ 880,769</b>	<b>\$ 883,506</b>	<b>\$ -</b>
<b><u>CIP TIF Fund (4410)</u></b>				
Street Capital Projects	\$ 23,489,433	\$ 11,776,107	\$ 12,778,938	\$ 1,405,333
<b>Subtotal Fund 4410</b>	<b>\$ 23,489,433</b>	<b>\$ 11,776,107</b>	<b>\$ 12,778,938</b>	<b>\$ 1,405,333</b>
<b><u>Law Enforcement Facilities (4720)</u></b>				
PD T/I 2014/2015	\$ 24,000	\$ 29,293	\$ 69,330	\$ -
<b>Subtotal Fund 4720</b>	<b>\$ 24,000</b>	<b>\$ 29,293</b>	<b>\$ 69,330</b>	<b>\$ -</b>
<b><u>General Government Facilities (4730)</u></b>				
PD T/I 2014/2015	\$ 75,737	\$ -	\$ -	\$ -
<b>Subtotal Fund 4730</b>	<b>\$ 75,737</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b><u>Aquatic Facilities (4750)</u></b>				
Aquatic Capital Projects	\$ -	\$ 3,652	\$ -	\$ -
<b>Subtotal Fund 4750</b>	<b>\$ -</b>	<b>\$ 3,652</b>	<b>\$ -</b>	<b>\$ -</b>
<b><u>Storm Drains (4760)</u></b>				
Dry Well Projects	\$ 412	\$ 503	\$ -	\$ 22,500
Land Acquisition	-	\$ 40,833	-	-
<b>Subtotal Fund 4760</b>	<b>\$ 412</b>	<b>\$ 41,336</b>	<b>\$ -</b>	<b>\$ 22,500</b>
<b><u>Project Manager Grants (4910)</u></b>				
DOC Recycling	\$ 14,191	\$ 10,118	\$ -	\$ -
Waste Tire Amnesty	16,357	2,506	-	-
Civic Center Park	-	-	-	-
Safe Routes to School	21,055	17,297	-	-
Hwy 18 Village Area Median	-	-	-	-
Special Purpose Grants	312,297	228,225	1,255,802	-
<b>Subtotal Fund 4910</b>	<b>\$ 363,900</b>	<b>\$ 258,146</b>	<b>\$ 1,255,802</b>	<b>\$ -</b>
<b><u>Sewer System Maintenance (5010)</u></b>				
Operations & Maintenance	\$ 5,040,236	\$ 4,955,101	\$ 4,846,183	\$ 3,663,209
Capital Expenditures	1,713,225	1,799,831	2,009,182	2,301,432
<b>Subtotal Fund 5010</b>	<b>\$ 6,753,461</b>	<b>\$ 6,754,932</b>	<b>\$ 6,855,365</b>	<b>\$ 5,964,641</b>

**BUDGET COMPARISON  
BY FUND/BY DEPARTMENT**

Fund/Department	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Amended	FY 17-18 Proposed
<b><u>Solid Waste (5510)</u></b>				
Waste Management	\$ 7,810,041	\$ 9,862,349	\$ 8,258,173	\$ 8,153,277
Debt Service	352,390	202,198	263,000	330,561
Transfer Out	3,644,925	2,184,783	4,083,209	3,637,540
<b>Subtotal Fund 5510</b>	<b><u>\$ 11,807,356</u></b>	<b><u>\$ 12,249,330</u></b>	<b><u>\$ 12,604,382</u></b>	<b><u>\$ 12,121,378</u></b>
<b><u>Apple Valley Golf Course (5710)</u></b>				
Non-Departmental	\$ 147,928	\$ 234,318	\$ 179,282	\$ 145,282
Administration	137,727	125,807	135,875	135,875
Food & Beverage	1,586	1,727	-	-
Grounds	642,636	594,085	597,675	621,675
Facilities	85,261	72,249	156,842	88,244
Pro Shop	51,784	40,399	68,525	68,525
<b>Subtotal Fund 5710</b>	<b><u>\$ 1,066,922</u></b>	<b><u>\$ 1,068,585</u></b>	<b><u>\$ 1,138,199</u></b>	<b><u>\$ 1,059,601</u></b>
<b><u>Apple Valley Choice Energy</u></b>				
Operations & Maintenance	\$ -	\$ -	\$ -	\$ 14,060,906
<b>Subtotal Fund 5810</b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ 14,060,906</u></b>
<b><u>Successor Agency - RDA</u></b>				
VVEDA RORF	\$ 1,139,713	\$ 1,157,395	\$ 1,137,499	\$ 1,063,251
PA#2 RORF	13,265,489	6,184,155	3,101,042	2,854,401
<b>Subtotal RDA Funds</b>	<b><u>\$ 14,405,202</u></b>	<b><u>\$ 7,341,550</u></b>	<b><u>\$ 4,238,541</u></b>	<b><u>\$ 3,917,652</u></b>
<b>Grand Total</b>	<b><u>\$ 97,246,052</u></b>	<b><u>\$ 80,919,192</u></b>	<b><u>\$ 90,272,568</u></b>	<b><u>\$ 81,796,252</u></b>

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

Description	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Amended	FY 17-18 Proposed
Salaries & Benefits				
Salaries Regular	6,892,182	7,254,679	6,475,154	6,656,704
Salaries Part-Time	722,057	802,473	857,824	855,232
Part Time Sick Leave	-	8,981		500
Overtime	30,803	28,340	41,100	41,100
Cafeteria Benefits	1,085,147	1,058,606	1,064,164	1,007,972
Deferred Comp	130,200	150,960	122,164	160,439
FICA	-	-	2,472	797
RHS	-		31,891	32,755
Health Benefits - Retirees	98,690	191,519	182,500	170,000
Medicare	112,682	119,476	112,964	131,966
PERS	1,586,554	2,032,644	1,517,672	1,533,207
Auto Allowance		-	83,870	85,440
Direct Housing Loan Costs	-	(79,253)	-	
Uniform Expenses	28,166	35,754	36,965	36,250
<b>Salaries &amp; Benefits</b>	<b>10,686,480</b>	<b>11,604,179</b>	<b>10,528,740</b>	<b>10,712,362</b>
Advertising/Marketing	115,162	181,147	199,650	280,450
Banking Fees - check 21	3,467	6,760	4,400	3,400
Council & Commissioners	1,222	481	2,000	1,000
Credit Card Costs	107,818	129,857	120,000	113,000
Disposal Services	46,785	47,010	43,800	51,557
Education & Training	58,130	71,266	53,994	56,200
Insurance	876,488	959,453	915,000	1,207,400
Meetings & Conferences	151,425	134,340	80,620	140,785
Membership & Dues	59,613	63,321	56,055	98,780
Mileage Exp/Allowance	92,517	92,993	54,188	15,405
Miscellaneous Costs	201,692	150,601	11,900	14,400
Office Supplies/Exp	41,453	39,755	43,475	42,375
Postage	66,188	79,918	72,200	72,700
Printing	69,786	77,501	87,825	109,900
Rent	-	-	-	-
Subscriptions	3,905	5,363	8,450	8,200
Utilities: Phone, Internet, Cell Phones	163,938	156,334	121,075	132,040
Utilities: Electricity Usage	611,674	580,465	619,700	625,375
Utilities: Natural Gas Usage	91,577	101,512	117,500	105,895
Utilities: Water Usage	726,904	650,236	674,000	712,550
Animal Food Supplies	621	461	750	1,000
Assessment District Costs	-	5,377	7,900	7,900
Farmer Market			5,000	-
AVGC Charges	-	-	-	-
Bad Debt	23,592	15,174	23,800	91,000
Concession (Resale) Costs	3,729	3,878	4,000	4,125
Election	17,380	(60)	85,000	-
Gift Certificates	316			100
Graffiti Removal & Supplies	34,627	39,045	32,000	35,000
Grand Openings/Ground Breakings	-	-	3,000	1,500
Hardware/Software Supplies/Exp	108,719	85,479	84,300	54,350
License & Fees	1,009	648	1,250	1,250
Management Fee	96,000	88,000	96,000	96,100
NPDES Compliance	151,509	130,608	125,000	125,000
NPDES - CAA	12,308	24,234	30,000	30,000
Pass Through Agreements	20,854,945	27,068,642	-	-
Public Information	1,839	3,268	4,350	11,350
Range Supplies	3,975	8,563	3,500	3,500
Safety & Security	11,649	13,950	18,105	19,730
Signing	19	12,000	400	400
Special Dept Supplies/Exp	30,142	46,815	54,500	39,650
Staff Services	149,802	158,461	11,850	11,850
Vandalism Repairs	1,377	917	9,850	10,350
Power Procurement	-	-	-	11,503,100
NEM True-UP Payments	-	-	-	3,000
Required Mailings	-	-	-	26,600
Prior Period Adjustment	4,848,326	-		
<b>General Operating</b>	<b>29,841,627</b>	<b>31,233,771</b>	<b>3,886,387</b>	<b>15,868,267</b>

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

Description	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Amended	FY 17-18 Proposed
CDBG	201,780	444,767	304,263	414,589
CHDO	44,103	7,835	639,418	588,497
Down Payment Assistance	1,194,124	263,874	40,000	60,000
HELP Debt Service	-	-	-	-
HOME Administration	1,145	31,659	15,298	16,340
Mortgage Assistance Program	-	24,900	2,464	-
Marketing	5,619	5,275	5,000	5,000
Neighborhood Stabilization Prog	51,687	71,117	-	60,000
Owner Occupied Rehab	-	-	156,601	-
Residential Rehab Loans	199	237,216	946,878	759,551
Sponsorships	47,680	16,246	7,000	4,000
Senior Home Repair	96,404	249,252	1,000,288	229,472
Trade Shows	60,544	30,182	28,000	32,000
Victorville CHDO Project 13/14	-	-	95,000	509,756
Loan to 80% for ERAF	-	-	528,819	218,051
<b>Community Development</b>	<b>1,703,285</b>	<b>1,382,322</b>	<b>3,769,029</b>	<b>2,897,256</b>
<b>Building Maintenance</b>	<b>150,262</b>	<b>136,548</b>	<b>221,280</b>	<b>158,650</b>
<b>General Fund Grants</b>	<b>(7,660)</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Grounds Maintenance</b>	<b>165,487</b>	<b>178,369</b>	<b>164,170</b>	<b>169,700</b>
<b>PIO Events</b>	<b>73,193</b>	<b>112,275</b>	<b>71,800</b>	<b>70,800</b>
Drainage Maint. & Repairs	3,864	-	15,000	15,000
Paving and Sealing - Engineering	35,079	68,450	-	-
Right-of-Way Maintenance	279,448	301,709	555,000	555,000
Sewer System Maintenance	63,254	74,399	75,000	75,000
Sewer Treatment	1,667,281	1,879,614	2,100,000	2,100,000
Signal & Lighting Maint	78,765	108,214	90,000	120,000
Signal & Lighting Maint - Engineering	909	-	-	-
Signing	27,387	37,812	23,000	30,000
Small Tools	10,295	8,202	11,150	11,250
Street Repairs	133,640	88,795	125,000	150,000
Street Repairs: Adopt a Street	478	-	2,000	3,000
Street Striping	19,429	26,430	30,000	50,000
Street Striping - Engineering	484	-	-	-
Street Sweeping	36,867	14,830	17,000	17,000
Transit Services	-	4,238	20,000	19,000
<b>Public Works</b>	<b>2,357,180</b>	<b>2,612,693</b>	<b>3,063,150</b>	<b>3,145,250</b>
<b>Culture and Recreation</b>	<b>267,412</b>	<b>194,322</b>	<b>238,287</b>	<b>225,658</b>
ACS	171,503	150,960	175,000	175,000
Audit	45,400	47,500	51,700	53,200
AVCO Disposal	5,608,860	5,715,322	5,900,000	5,900,000
Building & Safety Contractor	581,971	600,713	590,000	619,500
Cal-ID Systems	74,168	104,847	79,000	88,095
Cal-EMA	-	-	-	-
CalTrans Bicycle Facilities	-	-	-	33,361
Cal Gr	-	-	-	-
Contract Services	4,660,321	5,597,656	2,488,535	3,044,028
County Sheriff	11,679,935	12,074,046	12,700,616	13,209,109
County Solid Waste	1,462,601	1,537,525	1,575,000	1,575,000
Drugs/Vaccinations	47,391	49,965	39,900	40,700
Emergency Vet Service	3,460	2,210	3,500	3,545
Engineering Contractor	536,772	616,345	446,000	446,000
Filing Fees	-	2,260	4,800	4,000
Household Hazardous Waste	82,144	85,471	98,000	98,900
Legal	888,477	798,704	611,250	621,025
MRF Operations/Admin	-	919,144	250,000	250,000

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

Description	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Amended	FY 17-18 Proposed
Organic Recycling	13,040	14,714	13,000	13,000
Solid Waste JPA	275,779	28,261	50,000	50,000
Spay/Neuter Program	122,927	132,738	111,900	113,700
Stiles Removal/D & D Removal	12,804	12,804	13,400	13,680
Unfunded Loan Costs	11,580	9,834	-	-
<b>Contract and Professional Services</b>	<b>26,279,133</b>	<b>28,501,018</b>	<b>25,201,601</b>	<b>26,351,843</b>
Communications Equip	574	25,992	5,550	19,650
Equipment Maintenance	54,989	61,237	66,850	67,150
Equipment Rental	791	479	3,450	3,450
Gasoline, Diesel, Oil	377,535	304,586	399,500	391,500
Leased Equipment	162,922	209,068	253,100	253,285
Safety Equipment	4,801	2,381	6,500	8,000
Vehicle Maintenance	169,056	179,904	181,400	192,200
Vehicle Replacement	-	-	500	-
<b>Vehicles &amp; Equipment (non-capital)</b>	<b>770,668</b>	<b>783,647</b>	<b>916,850</b>	<b>935,235</b>
<b>Capital Equipment</b>	<b>126,526</b>	<b>49,079</b>	<b>4,500</b>	<b>908,500</b>
Contract Service Projects	-	-	-	-
AV Bus Stop Accessibility(S.18)	-	34,754	-	-
AV Rd/BV Rd SE Corner Imp	-	-	-	-
AV Rd/Town Center Imp	-	-	5,000	60,000
AV Rd Rehab-BV to Town Center	-	2,591	319,942	-
AV Rd Tuscola Signal	105,758	-	-	-
AV Safe Routes to School	1,712	159,645	234,167	35,000
VR RD at Tuscola	-	332,461	-	-
Bear Valley Bike Path, Phase I	57,878	37,546	198,054	-
Bear Valley Bridge Rehab	251,084	114,770	1,101,971	700,000
Bear Valley Rd/Deep Creek Signal	1,065	-	-	-
Bear Valley Rd/Mohawk Signal	414,466	7,952	-	-
Bear Valley Road Commercial Corridor	-	-	-	100,000
Bus Stop Imp BV to Central	-	650	24,000	-
Capital Projects	67,636	104,646	326,330	466,500
Corwin/Tao Signal Design	16,134	15,881	-	-
Change in Invest Joint Venture	-	67,561	-	-
Dale Evans Parkway@Waalew Road	-	-	316,918	-
Dale Evans Improvements	-	-	-	110,000
Deep Creek Rd (BV to Tussing)	251,904	-	-	-
Dry Wells	-	-	-	-
High Desert Corridor	4,442	1,654	25,000	25,000
Hwy 18 Shoulder Widening	-	19,102	102,099	-
Hwy 18 AV Rd to Corwin	148,391	-	45,000	11,000
Hwy 18 Village Area Project	3,310	2,244	-	22,500
James Woody Park Damage	-	-	-	-
John Glen Roadway Imp	-	-	-	-
Joshua Road Resurfacing	-	-	-	-
Lafayette @ Dale Evans	-	-	-	1,230,333
Kiowa (Bear Valley & Tussing)	497	29,679	-	-
Mojave Riverwalk South	7,296	46,400	923,000	-
Land Acquisition	77,380	353,507	-	-
Navajo Rd Rehab (BV to Hwy 18)	-	7,029	1,230,333	960,000
NAVISP	555	223	-	-
PD - T/I 2014-2015	31,745	8,325	-	-
Paving-PMS Priorities	28,646	753,835	1,484,908	2,000,000
Powhatan Road Street Imp	32,473	277,577	-	-
Ramona Road Widening	18,756	444,369	354,548	-
Rancherias Road Resurface	829,496	6,679	-	-
San Bag Congestion Mgmt Plan Cont	-	-	5,000	5,000
SR25 Rancho Verde Elementary	12,070	28,128	522,000	-

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

Description	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Amended	FY 17-18 Proposed
Standing Rock @ Hwy 18	-		150,000	95,000
Tao Road			95,000	
Town Wide Class II Bikeway	3,461	12,791	5,000	5,000
Yucca Loma Bridge	23,028,215	9,615,575	764,265	200,000
Yucca Loma Elementary School	21,055	17,297	423,610	5,000
Yucca Loma Road Undergrounding	-	-		
Yucca Loma Road Widening	106,234	2,124,549	11,207,095	5,000
<b>Capital Projects</b>	<b>25,521,660</b>	<b>14,627,420</b>	<b>19,863,240</b>	<b>6,035,333</b>
<b>Interfund Transfers</b>	<b>20,035,106</b>	<b>14,049,767</b>	<b>15,472,548</b>	<b>8,376,722</b>
<b>Depreciation and Amortization</b>	<b>1,803,414</b>	<b>1,857,867</b>	<b>1,803,414</b>	<b>1,803,414</b>
<b>Debt Service</b>	<b>5,908,196</b>	<b>5,782,775</b>	<b>5,067,572</b>	<b>4,137,262</b>
<b>Total Appropriations - All Funds</b>	<b>125,681,969</b>	<b>113,106,052</b>	<b>90,272,568</b>	<b>81,796,252</b>

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Town of Apple Valley



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

	2009	2010	2011	2012	2013	2014	2015	2016
Assessed valuation	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	5,110,897,334
Conversion percentage	25%	25%	25%	25%	25%	25%	25%	25%
Adjusted assessed valuation	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	1,277,724,334
Debt limit percentage	15%	15%	15%	15%	15%	15%	15%	15%
Debt limit	212,647,390	189,316,053	170,681,779	169,470,972	168,389,435	172,592,255	181,579,853	191,658,650
Total net debt applicable to limit: Certificates of Participation	16,755,000	15,815,000	14,845,000	13,840,000	12,795,000	11,720,000	10,545,526	9,398,456
Legal debt margin	195,892,390	173,501,053	155,836,779	155,630,972	155,594,435	160,872,255	171,034,327	182,260,194
Total debt applicable to the limit as a percentage of debt limit	7.9%	8.4%	8.7%	8.2%	7.6%	6.8%	5.8%	4.9%

Source: San Bernardino County Assessor's Office 2015/2016 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, 2017, 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	Tax Allocation Bonds	Lease Revenue Bonds	2007 Bonds	2007 Bonds			
2018	\$ 436,638	\$ 513,363	\$ 542,088	\$ 2,386,350	\$ 876,781	\$ 266,829	\$ 5,022,049				
2019	426,837	508,833	548,800	2,384,950	877,494	267,547	5,014,461				
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	-	507,603	552,137	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	-	509,038	548,937	2,384,980	871,250	-	4,314,205				
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	-	514,138	542,475	2,386,000	-	-	3,442,613				
2034	-	512,088	543,950	2,382,500	-	-	3,438,538				
2035	-	509,038	549,475	2,384,500	-	-	3,443,013				
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>\$ 1,290,550</b>	<b>\$ 9,199,608</b>	<b>\$ 11,952,676</b>	<b>\$ 47,676,810</b>	<b>\$ 9,630,647</b>	<b>\$ 773,680</b>	<b>\$ 80,523,971</b>				
<b>Less Interest Payments</b>	<b>(165,550)</b>	<b>(3,164,608)</b>	<b>(4,572,676)</b>	<b>(17,821,810)</b>	<b>(2,165,647)</b>	<b>(71,805)</b>	<b>(27,962,096)</b>				
<b>Outstanding Principal</b>	<b>\$ 1,125,000</b>	<b>\$ 6,035,000</b>	<b>\$ 7,380,000</b>	<b>\$ 29,855,000</b>	<b>\$ 7,465,000</b>	<b>\$ 701,875</b>	<b>\$ 52,561,875</b>				

## LONG-TERM DEBT OUTSTANDING FISCAL YEAR ENDED JUNE 30, 2017

	Beginning Balance July 1, 2016	Additions	Reductions	Projected Balance June 30, 2017	Due During Fiscal Year 2017-18
<b>Governmental Activities:</b>					
Certificates of Participation:					
1999 Certificates of Participation	\$ 1,480,000	\$ -	\$ (355,000)	\$ 1,125,000	\$ 365,000
Total Certificates of Participation	1,480,000	-	(355,000)	1,125,000	365,000
2005 Tax Allocation Bonds	6,250,000		(215,000)	6,035,000	225,000
Unamortized Premium on Tax Allocation Bonds	31,466		(1,664)	29,802	-
2007 Tax Allocation Bonds VVEDA Project Area	7,570,000		(190,000)	7,380,000	195,000
Unamortized Discount on Tax Allocation Bonds VVEDA Project Area	(198,640)		9,497	(189,143)	-
2007 Tax Allocation Bonds Project Area 2	30,735,000		(880,000)	29,855,000	920,000
Unamortized Premium on Tax Allocation Bonds Project Area 2	86,107		(4,101)	82,006	-
Total Tax Allocation Bonds	44,473,933	-	(1,281,268)	43,192,665	1,340,000
2007 Lease Revenue Bonds Series A	7,980,000		(515,000)	7,465,000	535,000
Unamortized Discount on Lease Revenue Bonds	(61,544)		2,930	(58,614)	-
Total Lease Revenue Bonds	7,918,456	-	(512,070)	7,406,386	535,000
Compensated Absences	935,979	*	*	935,979	*
Claims Payable	550,110	*	*	550,110	40,000
Net Pension Liability	9,430,343	*	*	9,430,343	*
Net OPEB Obligation	2,161,895	*	*	2,161,895	-
Total Governmental Activities	<u>\$ 66,950,716</u>	<u>\$ -</u>	<u>\$ (2,148,338)</u>	<u>\$ 64,802,378</u>	<u>\$ 2,280,000</u>
<b>Business-type Activities:</b>					
Net Pension Liability	\$ 638,218	\$ *	\$ *	\$ 638,218	\$ *
Obligation Under Installment Purchase Agreement	920,448		(218,573)	701,427	231,042
Total Business-type Activity	<u>\$ 1,701,552</u>	<u>\$ -</u>	<u>\$ (218,573)</u>	<u>\$ 1,429,385</u>	<u>\$ 231,042</u>

\*= Data not available at this time.

**Town of Apple Valley**

**Master Staffing Plan FY 2017-2018**

Job Classification	# of Positions Authorized	Position % of FTE	Authorized FTE's	Budgeted FTE's	Salary Range
<b>Department: Town Council</b>					
Council Members	5.00	50%	2.50	2.50	NR
<b>Total Council:</b>	<b>5.00</b>		<b>2.50</b>	<b>2.50</b>	
<b>Department: Town Manager</b>					
Town Manager	1.00	94%	0.94	0.94	NR
Special Projects Manager	1.00	100%	1.00	1.00	NR
Executive Secretary	1.00	100%	1.00	1.00	50
<b>Total Town Manager:</b>	<b>3.00</b>		<b>2.94</b>	<b>2.94</b>	
<b>Department: Finance</b>					
Assistant Town Manager	1.00	90%	0.90	0.90	NR
Assistant Director of Finance	1.00	88%	0.88	0.88	NR
Senior Accountant	1.00	98%	0.98	0.98	58
HR Payroll Coordinator	1.00	48%	0.48	0.48	52
Executive Secretary	1.00	98%	0.98	0.98	50
Accountant I	1.00	92%	0.92	0.92	46
Account Clerk II	3.00	100%	3.00	3.00	36
<b>Total Finance:</b>	<b>9.00</b>		<b>8.14</b>	<b>8.14</b>	
<b>Department: Town Clerk</b>					
Town Clerk	1.00	96%	0.96	0.96	NR
Deputy Town Clerk	2.00	100%	2.00	2.00	49
Records Technician *	1.00	100%	1.00	0.00	36
<b>Total Town Clerk:</b>	<b>4.00</b>		<b>3.96</b>	<b>2.96</b>	
<b>Department: Public Information</b>					
Director of Communications	1.00	100%	1.00	1.00	NR
Public Relations Specialist	1.00	100%	1.00	1.00	49
Administrative Secretary	1.00	100%	1.00	1.00	44
Event Coordinator-PT	1.00	1%	0.01	0.01	47
<b>Total Public Information:</b>	<b>4.00</b>		<b>3.01</b>	<b>3.01</b>	
<b>Department: Human Resources/Risk Mngmt</b>					
Director of Human Resources	1.00	100%	1.00	1.00	NR
HR Payroll Coordinator	1.00	50%	0.50	0.50	52
Administrative Analyst I	1.00	100%	1.00	1.00	52
<b>Total Human Resources/Risk Mngmt:</b>	<b>3.00</b>		<b>2.50</b>	<b>2.50</b>	
<b>Department: Economic Development</b>					
Assistant Director of Econ Dev & Housing	1.00	80%	0.80	0.80	NR
Town Manager	1.00	6%	0.06	0.06	NR
Assistant Town Manager	1.00	10%	0.10	0.10	NR
Town Clerk	1.00	4%	0.04	0.04	NR
Assistant Director of Finance	1.00	12%	0.12	0.12	NR
Senior Accountant	1.00	2%	0.02	0.02	58
HR Payroll Coordinator	1.00	2%	0.02	0.02	52
Executive Secretary	1.00	2%	0.02	0.02	50
Accountant I	1.00	8%	0.08	0.08	46
<b>Total Economic Development:</b>	<b>9.00</b>		<b>1.26</b>	<b>1.26</b>	
<b>Department: Emergency Preparedness</b>					
Emergency Services Officer	1.00	100%	1.00	1.00	58
Sr. Office Assistant (PT)	0.67	100%	0.67	0.67	32
<b>Total Emergency Preparedness:</b>	<b>1.67</b>		<b>1.67</b>	<b>1.67</b>	

\*Authorized but not funded

**Town of Apple Valley**

**Master Staffing Plan FY 2017-2018**

Job Classification	# of Positions Authorized	Position % of FTE	Authorized FTE's	Budgeted FTE's	Salary Range
<b>Department: Community Dev. / Planning</b>					
Assistant Town Manager	1.00	50%	0.50	0.50	NR
Principal Planner	1.00	100%	1.00	1.00	68
Senior Planner	2.00	0%	0.50	0.50	62
Associate Planner	1.00	100%	0.50	0.50	56
Assistant Planner*	1.00	0%	0.00	0.00	50
Executive Secretary	1.00	75%	0.75	0.75	50
Program Assistant	1.00	0%	0.00	0.00	11
Commissioners	5.00	25%	1.25	1.25	NR
<b>Total Community Dev. / Planning:</b>	<b>13.00</b>		<b>4.50</b>	<b>4.50</b>	
<b>Department: Community Dev. / Housing</b>					
Assistant Director of Econ Dev & Housing	1.00	20%	0.20	0.20	NR
Housing Comm.Dev. Specialist II	1.00	100%	1.00	1.00	60
Housing Comm. Dev Specialist I	2.00	100%	2.00	2.00	54
Executive Secretary	1.00	25%	0.25	0.25	50
<b>Total Community Dev. / Housing:</b>	<b>5.00</b>		<b>3.45</b>	<b>3.45</b>	
<b>Department: Code Enforcement</b>					
Assistant Town Manager	1.00	40%	0.40	0.40	NR
Code Enforcement Supervisor	1.00	100%	1.00	1.00	58
Code Enforcement Officer II	6.00	100%	4.00	4.00	48
Code Enforcement Officer I	1.00	100%	1.00	1.00	42
Community Enhancement Officer	0.50	100%	0.50	0.50	40
Code Enforcement Technician	3.00	100%	1.00	1.00	38
<b>Total Code Enforcement:</b>	<b>12.50</b>		<b>7.90</b>	<b>7.90</b>	
<b>Department: Animal Services</b>					
Director of Animal Services	1.00	100%	1.00	1.00	NR
Animal Services Supervisor	2.00	100%	1.00	1.00	52
Sr. Animal Services Officer	2.00	100%	2.00	2.00	48
Animal Services Administrative Secretary	1.00	100%	1.00	1.00	44
Animal Services Officer II	2.00	100%	2.00	2.00	42
Animal Services Officer I	2.00	100%	1.00	1.00	38
Animal Services Technician	6.00	100%	5.00	5.00	36
Animal Health Assistant	1.00	100%	1.00	1.00	35
Senior Animal Services Specialist	1.00	100%	1.00	1.00	35
Animal Services Assistant	5.00	100%	5.00	5.00	24
Program Assistant	4.00	55%	2.18	2.18	11
<b>Total Animal Services /Shelter:</b>	<b>27.00</b>		<b>22.18</b>	<b>22.18</b>	
<b>Department: Police Department</b>					
Sr. Office Assistant (PT)	1.00	50%	0.30	0.30	32
PAL Office Assistant (PT)	1.00	48%	0.48	0.48	NR
PAL Boxing Coach (PT)	1.00	48%	0.48	0.48	NR
<b>Total Police Department:</b>	<b>3.00</b>		<b>1.26</b>	<b>1.26</b>	
<b>Department: Recreation / Maintenance</b>					
Senior Maintenance Worker	1.00	100%	0.29	0.29	NR
Maintenance Woker II	2.00	100%	0.31	0.31	48
Maintenance Worker I	1.00	100%	0.44	0.44	47
Custodian	1.00	100%	1.00	1.00	44
Custodian (PT)	1.00	100%	0.44	0.44	32
<b>Total Recreation / Maintenance:</b>	<b>6.00</b>	<b>5.00</b>	<b>2.48</b>	<b>2.48</b>	

\*Authorized but not funded



**Town of Apple Valley**

**Master Staffing Plan FY 2017-2018**

Job Classification	# of Positions Authorized	Position % of FTE	Authorized FTE's	Budgeted FTE's	Salary Range
<b>Department: Recreation / Recreation</b>					
Assistant Town Manager	1.00	10%	0.10	0.10	NR
Parks & Recreation Manager	1.00	78%	0.78	0.78	NR
Recreation Supervisor	2.00	100%	2.00	2.00	48
Administrative Secretary	1.00	91%	0.91	0.91	44
Senor Maintenance Worker	1.00	19%	0.19	0.19	41
Maintenance Worker II	1.00	36%	0.36	0.36	37
Maintenance Worker I	1.00	3%	0.03	0.03	33
Sr Office Assistant	1.00	98%	0.98	0.98	32
Office Assistant	1.00	100%	1.00	1.00	26
Recreation Assistant	2.56	100%	2.56	2.56	22
Event Coordinator- PT)	1.00	65%	0.65	0.65	47
Event Assistant (PT)	2.00	50%	1.00	1.00	22
Sr. Lifeguard (PT)	1.00	29%	0.29	0.29	20
Lifeguard (Various PT)	8.70	50%	4.35	4.35	16
Recreation Leader II (PT)	6.44	50%	3.22	3.22	16
Recreation Leader I (PT)	11.84	50%	5.92	5.92	11
Commissioner	5.00	25%	1.25	1.25	NR
<b>Total Recreation / Recreation:</b>	<b>48.54</b>		<b>25.59</b>	<b>25.59</b>	
<b>Department: Public Services / Administration</b>					
Public Services Manager	1.00	50%	0.25	0.25	NR
Administrative Analyst II	1.00	100%	1.00	1.00	58
<b>Total Public Services / Administration:</b>	<b>2.00</b>		<b>1.25</b>	<b>1.25</b>	
<b>Department: Public Works / Street Maintenance</b>					
Director of Public Works	1.00	33%	0.33	0.33	NR
Public Works Manager	1.00	34%	0.34	0.34	NR
Public Works Supervisor	1.00	50%	0.50	0.50	56
Senior Maintenance Worker	1.00	50%	0.50	0.50	41
Maintenance Worker II	2.00	100%	2.00	2.00	37
Maintenance Worker I	2.00	100%	2.00	2.00	33
<b>Total Public Works / Street Maintenance:</b>	<b>8.00</b>		<b>5.67</b>	<b>5.67</b>	
<b>Department: Public Works / Wastewater</b>					
Director of Public Works	1.00	34%	0.34	0.34	NR
Public Works Manager	1.00	33%	0.33	0.33	NR
Public Works Supervisor	1.00	100%	1.00	1.00	56
Senior Maintenance Worker	1.00	50%	0.50	0.50	41
Maintenance Worker II	2.00	100%	2.00	2.00	37
Maintenance Worker I	1.00	100%	1.00	1.00	33
<b>Total Public Works / Wastewater:</b>	<b>7.00</b>		<b>5.17</b>	<b>5.17</b>	
<b>Department: Public Works / Grounds</b>					
Director of Public Works	1.00	33%	0.33	0.33	NR
Public Works Manager	1.00	33%	0.33	0.33	NR
Public Works Supervisor	1.00	46%	0.46	0.46	56
Grounds Services Worker III	1.00	92%	0.92	0.92	33
Grounds Services Worker II	2.67	100%	2.67	2.67	29
Grounds Services Worker I	3.00	100%	3.00	3.00	25
Grounds Services Aide	8.00	33%	2.57	2.57	16
<b>Total Public Works / Grounds:</b>	<b>17.67</b>		<b>10.28</b>	<b>10.28</b>	
<b>Department: Public Services / Solid Waste</b>					
Account Clerk II	1.00	100%	1.00	1.00	36
Sr. Office Assistant	1.00	30%	0.30	0.30	32
Hazardous Water Operator	4.00	14%	0.56	0.56	15
<b>Total Public Services / Solid Waste:</b>	<b>6.00</b>		<b>1.86</b>	<b>1.86</b>	

**Town of Apple Valley**

**Master Staffing Plan FY 2017-2018**

Job Classification	# of Positions Authorized	Position % of FTE	Authorized FTE's	Budgeted FTE's	Salary Range
<b>Department: Facilities</b>					
Parks & Recreation Manager	1.00	22%	0.22	0.22	NR
Public Works Supervisor	1.00	4%	0.04	0.04	56
Administrative Secretary	1.00	9%	0.09	0.09	44
Senior Maintenance Worker	1.00	50%	0.50	0.50	41
Maintenance Worker II	1.00	31%	0.31	0.31	37
Maintenance Worker I	1.00	52%	0.52	0.52	33
Grounds Services Worker III	1.00	8%	0.08	0.08	33
Senior Office Assistant	1.00	2%	0.02	0.02	32
Grounds Services Worker II	1.00	33%	0.33	0.33	29
Custodian	2.00	100%	1.00	1.00	27
Custodian (PT)	2.00	44%	0.87	0.87	27
Custodial Aide (PT)	4.00	57%	2.30	2.30	21
Grounds Services Aide (PT)	4.00	34%	1.38	1.38	21
<b>Total Facilities:</b>	<b>21.00</b>		<b>7.66</b>	<b>7.66</b>	
<b>Department: Recreation / Golf Course</b>					
Senior Maintenance Worker	1.00	2%	0.02	0.02	41
Maintenance Worker II	1.00	2%	0.02	0.02	37
Maintenance Worker I	1.00	1%	0.01	0.01	33
<b>Total Recreation / Golf Course:</b>	<b>3.00</b>		<b>0.05</b>	<b>0.05</b>	
<b>Department: Apple Valley Choice Energy</b>					
Public Services Manager	1.00	75%	0.75	0.75	NR
Admin Analyst II	1.00	100%	1.00	1.00	58
Sr. Office Assistant	1.00	70%	0.70	0.70	32
<b>Total Apple Valley Choice Energy:</b>	<b>3.00</b>		<b>2.45</b>	<b>2.45</b>	
<b>Totals</b>	<b>221.38</b>		<b>127.73</b>	<b>126.73</b>	

**Town of Apple Valley**

**4 Year Personnel Summary**

<b>Job Classification</b>	<b>FY 14-15 Actual FTE's</b>	<b>FY 15-16 Actual FTE's</b>	<b>FY 16-17 Actual FTE's</b>	<b>FY 17-18 Proposed 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	0.94	0.94	0.94
Special Projects Manager	1.00	1.00	1.00	1.00
Executive Secretary	1.00	1.00	1.00	1.00
<b>Total Town Manager:</b>	<b>3.00</b>	<b>2.94</b>	<b>2.94</b>	<b>2.94</b>
<b>Department: Finance</b>				
Assistant Town Manager	1.00	0.90	0.90	0.90
Assistant Director of Finance	1.00	0.88	0.88	0.88
Senior Accountant	1.00	0.98	0.98	0.98
HR Payroll Coordinator	0.50	0.48	0.48	0.48
Executive Secretary	1.00	0.98	0.98	0.98
Accountant I	1.00	0.92	0.92	0.92
Account Clerk II	2.00	3.00	3.00	3.00
Office Assistant	1.00	1.00	0.00	0.00
Customer Service Representative	1.00	0.00	0.00	0.00
<b>Total Finance:</b>	<b>9.50</b>	<b>9.14</b>	<b>8.14</b>	<b>8.14</b>
<b>Department: Town Clerk</b>				
Town Clerk	1.00	0.96	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>2.96</b>	<b>2.96</b>	<b>2.96</b>
<b>Department: Public Information</b>				
Director of Communications	0.00	0.00	0.95	1.00
Marketing and Public Affairs Officer	0.95	0.95	0.00	0.00
Public Relations Specialist	0.94	0.94	0.94	1.00
Event Coordinator	0.33	0.33	0.33	0.00
Event Coordinator-PT	0.00	0.00	0.00	0.01
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>3.01</b>
<b>Department: Human Resources/Risk Mgmt</b>				
Director of Human Resources & Risk Mgmt	1.00	1.00	1.00	1.00
Human Resources Analyst	1.00	1.00	1.00	0.00
HR Payroll Coordinator	0.50	0.50	0.50	0.50
Administrative Analyst I	0.00	0.00	0.50	1.00
Human Resources Assistant	0.00	0.00	0.50	0.00
Senior Office Assistant	1.00	1.00	0.00	0.00
<b>Total Human Resources/Risk Mgmt:</b>	<b>3.50</b>	<b>3.50</b>	<b>3.50</b>	<b>2.50</b>
<b>Department: Economic Development</b>				
Town Manager	0.00	0.06	0.06	0.06
Assistant Town Manager	0.00	0.10	0.10	0.10
Town Clerk	0.00	0.04	0.04	0.04
Assistant Director of Econ Dev & Housing	0.00	0.00	1.00	0.80
Economic Development Manager	1.00	1.00	0.00	0.00
Assistant Director of Finance	0.00	0.12	0.12	0.12
Senior Accountant	0.00	0.02	0.02	0.02
HR Payroll Coordinator	0.00	0.02	0.02	0.02
Executive Secretary	0.00	0.02	0.02	0.02
Accountant I	0.00	0.08	0.08	0.08
Program Assistant	0.00	0.00	0.68	0.00
Intern (PT)	0.50	0.68	0.00	0.00
<b>Total Economic Development:</b>	<b>1.50</b>	<b>2.14</b>	<b>2.14</b>	<b>1.26</b>
<b>Department: Emergency Preparedness</b>				
Emergency Services Officer	0.00	0.40	1.00	1.00
Senior Office Assistant (PT)	0.00	0.25	0.67	0.67
<b>Total Emergency Preparedness</b>	<b>0.00</b>	<b>0.65</b>	<b>1.67</b>	<b>1.67</b>

\*Authorized but not funded

**Town of Apple Valley**

**4 Year Personnel Summary**

<b>Job Classification</b>	<b>FY 14-15</b>	<b>FY 15-16</b>	<b>FY 16-17</b>	<b>FY 17-18</b>
	<b>Actual FTE's</b>	<b>Actual FTE's</b>	<b>Actual FTE's</b>	<b>Proposed FTE's</b>
<b>Department: Community Development / Planning</b>				
Assistant Town Manager	1.00	1.00	0.80	0.50
Principal Planner	1.00	1.00	1.00	1.00
Senior Planner	1.00	1.00	0.00	0.50
Associate Planner	0.84	0.84	1.00	0.50
Assistant Planner*	0.00	0.00	0.00	0.00
Executive Secretary	1.00	1.00	0.90	0.75
Program Assistant	0.50	0.50	0.00	0.00
Commissioners	1.25	1.25	1.25	1.25
<b>Total Comm. Development / Planning:</b>	<b>6.59</b>	<b>6.59</b>	<b>4.95</b>	<b>4.50</b>
<b>Department: Community Development / Housing</b>				
Assistant Town Manager	0.00	0.00	0.10	0.00
Assistant Director of Econ Dev & Housing	0.00	0.00	0.00	0.20
Associate Planner	0.16	0.16	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	2.00	2.00
Housing and Comm. Dev. Specialist I (PT)	0.50	0.50	0.50	0.00
Executive Secretary	0.00	0.00	0.04	0.25
Program Assistant	0.50	0.50	0.00	0.00
<b>Total Comm. Dev. / Housing:</b>	<b>3.16</b>	<b>3.16</b>	<b>3.64</b>	<b>3.45</b>
<b>Department: Code Enforcement</b>				
Assistant Town Manager	0.00	0.00	0.05	0.40
Code Enforcement Manager	1.00	1.00	0.00	0.00
Code Enforcement Supervisor	0.00	0.00	1.00	1.00
Executive Secretary	0.00	0.00	0.03	0.00
Senior Code Enforcement Officer	1.00	1.00	0.00	0.00
Code Enforcement Officer II	5.00	4.00	4.00	4.00
Code Enforcement Officer I	1.00	1.00	1.00	1.00
Code Enforcement Technician	2.00	2.00	1.00	1.00
Community Enhancement Officer (PT)	0.50	0.50	0.50	0.50
Code Enforcement Technician (PT)	0.50	0.50	0.00	0.00
<b>Total Code Enforcement:</b>	<b>11.00</b>	<b>10.00</b>	<b>7.58</b>	<b>7.90</b>
<b>Department: Animal Services / Control</b>				
Director of Animal Services	0.000	0.000	0.25	0.25
Animal Services Manager	0.250	0.250	0.00	0.00
Animal Control Supervisor	1.000	0.000	0.00	0.00
Animal Services Administrative Secretary	0.250	0.250	0.25	0.25
Sr. Animal Control Officer	0.000	0.000	2.00	2.00
Animal Control Officer II	3.000	3.000	1.00	2.00
Animal Control Officer I	0.000	1.000	2.00	1.00
Animal Services Technician	1.250	1.250	1.25	1.25
Animal Services Technician (PT)	0.125	0.125	0.00	0.00
<b>Total Animal Services / Control:</b>	<b>5.875</b>	<b>5.875</b>	<b>6.75</b>	<b>6.75</b>
<b>Department: Animal Services / Shelter</b>				
Director of Animal Services	0.000	0.000	0.75	0.75
Animal Services Manager	0.750	0.750	0.00	0.00
Animal Shelter Supervisor	1.000	1.000	1.00	1.00
Administrative Secretary	0.750	0.750	0.75	0.75
Animal Health Assistant	1.000	1.000	1.00	1.00
Senior Animal Services Specialist	1.000	1.000	1.00	1.00
Animal Services Technician	3.750	3.750	3.75	3.75
Animal Services Assistant	4.000	4.000	4.00	4.00
Animal Services Technician (PT)	0.375	0.375	0.00	0.00
Office Assistant (PT)	0.500	0.500	0.00	0.00
Animal Services Assistant (PT)	1.000	1.000	1.00	1.00
Program Assistant (PT)	2.500	2.500	2.00	2.18
<b>Total Animal Services / Shelter:</b>	<b>16.625</b>	<b>16.625</b>	<b>15.25</b>	<b>15.43</b>

\*Authorized but not funded

**Town of Apple Valley**

**4 Year Personnel Summary**

<b>Job Classification</b>	<b>FY 14-15</b>	<b>FY 15-16</b>	<b>FY 16-17</b>	<b>FY 17-18</b>
	<b>Actual FTE's</b>	<b>Actual FTE's</b>	<b>Actual FTE's</b>	<b>Proposed FTE's</b>
<b>Department: Police Department</b>				
Senior Office Assistant (PT)	0.00	0.25	0.50	0.30
PAL Office Assistant (PT)	0.00	0.00	0.48	0.48
PAL Boxing Coach (PT)	0.00	0.00	0.48	0.48
<b>Total Police Department</b>	<b>0.00</b>	<b>0.25</b>	<b>1.46</b>	<b>1.26</b>
<b>Department: Recreation / Maintenance</b>				
Senior Maintenance Worker	0.4800	0.4800	0.28	0.29
Maintenance Worker II	0.6800	0.6800	0.31	0.31
Maintenance Worker I	0.6700	0.6700	0.49	0.44
Custodian	1.0000	1.0000	1.00	1.00
Custodian (PT)	0.3953	0.5568	0.40	0.44
<b>Total Recreation / Maintenance:</b>	<b>3.2253</b>	<b>3.3868</b>	<b>2.48</b>	<b>2.48</b>
<b>Department: Recreation / Recreation</b>				
Assistant Town Manager	0.0000	0.0000	0.05	0.10
Parks & Recreation Manager	0.7800	0.7800	0.78	0.78
Marketing and Public Affairs Officer	0.0500	0.0500	0.05	0.00
Emergency Services Officer	0.0000	0.6000	0.00	0.00
Executive Secretary	0.0000	0.0000	0.03	0.00
Public Relations Specialist	0.0600	0.0600	0.06	0.00
Recreation Supervisor	2.0000	1.0000	2.00	2.00
Event Coordinator	0.6700	0.6700	0.67	0.00
Sr. Maintenance Worker	0.0000	0.0000	0.20	0.19
Maintenance Worker II	0.0000	0.0000	0.37	0.36
Maintenance Worker I	0.0000	0.0000	0.03	0.03
Administrative Secretary	0.9100	0.9100	0.91	0.91
Recreation Coordinator	1.0000	1.0000	0.00	0.00
Recreation Assistant	0.0000	0.0000	2.00	2.00
Senior Office Assistant	2.0000	1.0000	1.00	0.98
Office Assistant	0.0000	1.0000	1.00	1.00
Event Coordinator (PT)	0.0000	0.0000	0.00	0.65
Recreation Coordinator (PT)	0.5000	0.5000	0.63	0.00
Office Assistant (PT)	0.6000	0.0000	0.00	0.00
Event Assistant (PT)	1.0000	1.0000	1.00	1.00
Swim Coach (PT)	0.5000	0.0000	0.00	0.00
Recreation Assistant (PT)	0.0000	0.0000	1.17	0.56
Senior Lifeguard (PT)	0.5100	0.5100	0.29	0.29
Lifeguard (Various PT)	4.0000	4.0000	4.38	4.35
Recreation Leader II (PT)	0.4962	0.4514	3.47	3.22
Recreation Leader I (PT)	0.7439	0.4400	6.59	5.92
Commissioner	1.2500	1.2500	1.25	1.25
<b>Total Recreation / Recreation:</b>	<b>17.0701</b>	<b>15.2214</b>	<b>27.93</b>	<b>25.59</b>
<b>Department: Public Services / Administration</b>				
Assistant Town Manager	1.00	1.00	0.00	0.00
Public Services Manager	0.00	0.00	0.50	0.25
Environmental & Transit Services Manager	0.50	0.50	0.00	0.00
Administrative Analyst II	0.00	0.00	1.00	1.00
Administrative Analyst I	1.00	1.00	0.00	0.00
Senior Office Assistant	1.00	1.00	1.00	0.00
<b>Total Public Services / Administration:</b>	<b>3.50</b>	<b>3.50</b>	<b>2.50</b>	<b>1.25</b>
<b>Department: Public Works / Street Maintenance</b>				
Director of Public Works	0.33	0.33	0.33	0.33
Public Works Manager	0.34	0.34	0.34	0.34
Public Works Supervisor	0.00	0.00	0.50	0.50
Senior Maintenance Worker	2.00	2.00	0.50	0.50
Maintenance Worker II	1.50	1.50	2.00	2.00
Maintenance Worker I	2.00	2.00	2.00	2.00
<b>Total Public Works / Street Maint.:</b>	<b>6.17</b>	<b>6.17</b>	<b>5.67</b>	<b>5.67</b>

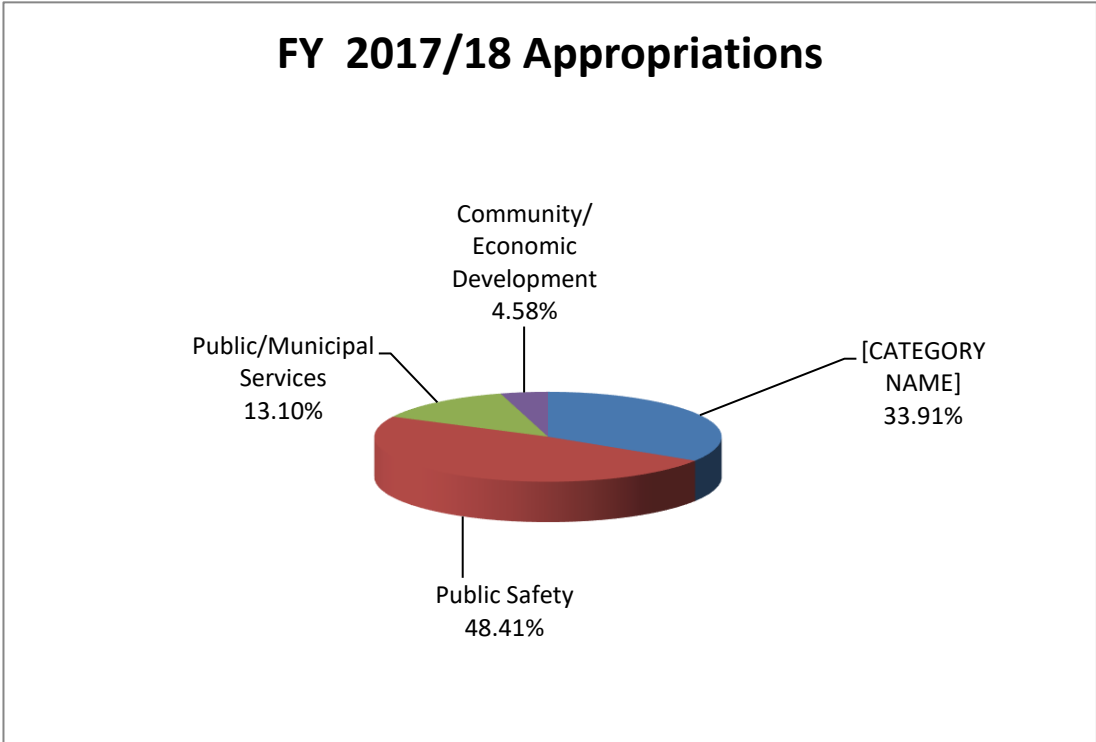
**Town of Apple Valley**

**4 Year Personnel Summary**

<b>Job Classification</b>	<b>FY 14-15 Actual FTE's</b>	<b>FY 15-16 Actual FTE's</b>	<b>FY 16-17 Actual FTE's</b>	<b>FY 17-18 Proposed FTE's</b>
<b>Department: Public Works / Wastewater</b>				
Director of Public Works	0.34	0.34	0.34	0.34
Public Works Manager	0.33	0.33	0.33	0.33
Public Works Supervisor	0.00	0.00	1.00	1.00
Public Services Technician	1.00	1.00	0.00	0.00
Senior Maintenance Worker	1.00	1.00	0.50	0.50
Maintenance Worker II	1.50	1.50	2.00	2.00
Maintenance Worker I	2.00	2.00	1.00	1.00
<b>Total Public Works / Wastewater:</b>	<b>6.17</b>	<b>6.17</b>	<b>5.17</b>	<b>5.17</b>
<b>Department: Public Works / Grounds</b>				
Director of Public Works	0.3300	0.3300	0.33	0.33
Public Works Manager	0.3048	0.3048	0.33	0.33
Public Works Supervisor	0.0000	0.0000	0.46	0.46
Grounds Services Worker III	0.9231	0.9231	0.92	0.92
Grounds Services Worker II	2.9231	2.6700	2.75	2.67
Grounds Services Worker I	4.0000	4.0000	2.00	3.00
Custodian (PT)	0.0000	0.0000	0.00	0.00
Grounds Services Aide (PT)	1.6547	2.0537	1.58	2.57
<b>Total Public Works / Grounds:</b>	<b>10.1357</b>	<b>10.2816</b>	<b>8.37</b>	<b>10.28</b>
<b>Department: Public Services / Solid Waste</b>				
Public Services Manager	0.00	0.00	0.50	0.00
Environmental & Transit Services Manager	0.50	0.50	0.00	0.00
Account Clerk II	1.00	1.00	1.00	1.00
Sr. Office Assistant	0.00	0.00	0.00	0.30
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>1.86</b>
<b>Department: Facilities</b>				
Parks & Recreation Manager	0.2200	0.2200	0.22	0.22
Public Works Supervisor	0.0252	0.0252	0.04	0.04
Administrative Secretary	0.0900	0.0900	0.09	0.09
Senior Maintenance Worker	0.5000	0.5000	0.50	0.50
Maintenance Worker II	0.3200	0.3200	0.30	0.31
Maintenance Worker I	0.3200	0.3200	0.47	0.52
Sr Office Assistant	0.0000	0.0000	0.00	0.02
Grounds Services Worker III	0.0769	0.0769	0.08	0.08
Grounds Services Worker II	0.3269	0.3269	0.25	0.33
Custodian	3.0000	3.0000	1.00	1.00
Custodian (PT)	0.9748	1.2050	0.97	0.87
Custodial Aide (PT)	0.0000	2.2600	2.26	2.30
Grounds Services Aide (PT)	0.2853	0.3244	0.51	1.38
<b>Total Facilities:</b>	<b>6.1391</b>	<b>8.6684</b>	<b>6.69</b>	<b>7.66</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	0.02	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>0.05</b>	<b>0.05</b>
<b>Department: Information Systems</b>				
Information Systems Supervisor	1.00	0.00	0.00	0.00
Information Systems Specialist	1.00	0.00	0.00	0.00
Information Systems Technician	1.00	0.00	0.00	0.00
<b>Total Information Systems:</b>	<b>3.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Department: Apple Valley Choice Energy</b>				
Public Services Manager	0.00	0.00	0.00	0.75
Administrative Analyst II	0.00	0.00	0.00	1.00
Sr. Office Assistant	1.00	0.00	0.00	0.70
<b>Total Apple Valley Choice Energy:</b>	<b>1.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2.45</b>
<b>Totals</b>	<b>127.97</b>	<b>125.04</b>	<b>127.62</b>	<b>126.73</b>

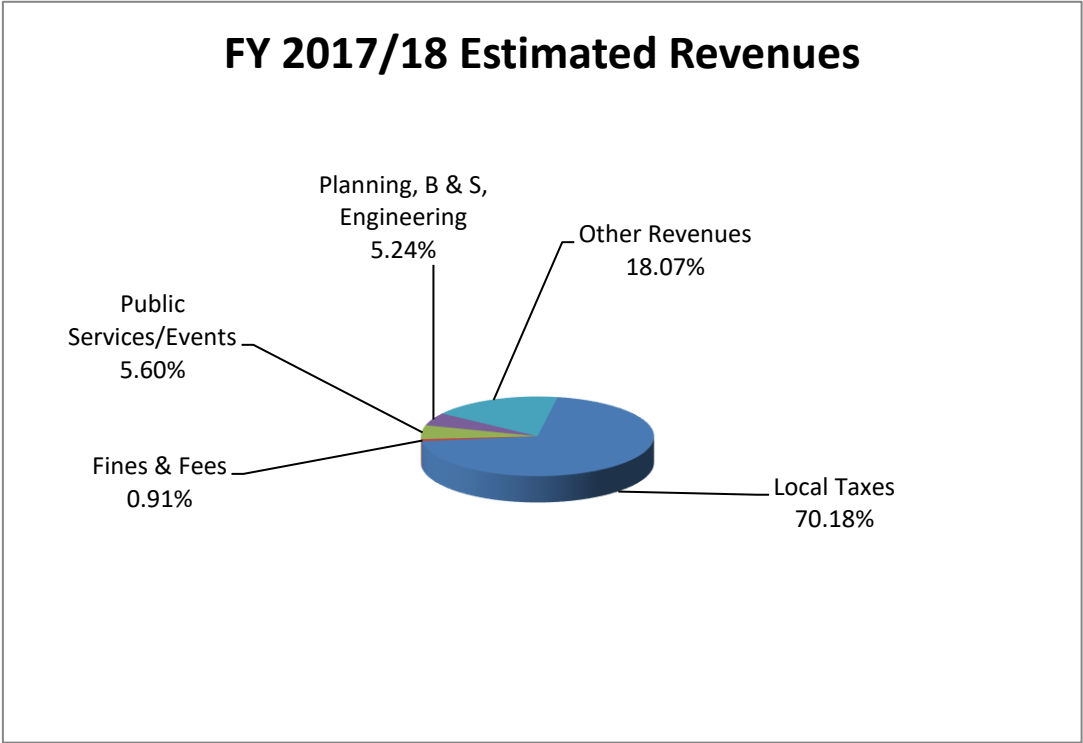
**Town of Apple Valley - Appropriations**  
**Fiscal Year 2017/18 - Summary of General Fund**

FUNDS	Appropriations
General Government	\$9,755,168
Public Safety	13,908,951
Public/Municipal Services	3,793,831
Community/Economic Development	1,270,921
<b>Total Expenditures</b>	<b>\$28,728,871</b>



**Town of Apple Valley - Budgeted Revenues**  
**Fiscal Year 2017/18- Summary of General Fund**

SOURCE	REVENUES
Local Taxes	20,078,500
Fines & Fees	261,600
Public Services/Events	1,601,560
Planning, B & S, Engineering	1,499,250
Other Revenues	5,169,840
<b>Total Revenues</b>	<b><u><u>28,610,750</u></u></b>





GENERAL FUND REVENUE 1001							
Code	Revenue Classification	Actual Revenue 2014-15	Actual Revenue 2015-16	Amended Budget 2016-17	Estimated Revenue 2016-17	% of Revenue Received	Proposed Budget 2017-18
LOCAL TAXES							
4020	Property Tax	2,466,035	2,561,451	2,774,600	2,774,600	100.0%	2,900,000
4025	Property Tax (Sales Tax Backfill)	1,496,120	1,036,791	-	-	0.0%	-
4030	Property Tax (VLF Backfill)	5,500,799	5,806,584	6,079,900	6,079,900	100.0%	6,100,000
4055	Sales & Use Tax	4,239,000	4,813,996	5,913,500	5,798,300	98.1%	6,001,000
4085	Franchise Taxes	2,056,911	1,996,951	2,118,600	2,118,600	100.0%	2,119,000
4095	Transient Occupancy Tax	6,900	5,923	7,700	7,700	100.0%	7,700
4096	PEG Fees	-	52,486	70,000	70,000	100.0%	150,500
4110	Motor Vehicle In-Lieu	28,996	28,807	59,200	59,200	100.0%	60,000
4134	Tax increment/Pass through	369,580	398,336	366,700	366,700	100.0%	383,200
4141	Advertising Revenue	13,055	21,676	38,800	38,800	100.0%	38,000
4142	Business License Fees	171,936	164,788	156,300	156,300	100.0%	157,000
4142-5	CASp-SB1186	1,686	1,646	-	-	-	-
6999	Transfer In - 5510 Franchise Fee	1,708,966	2,006,900	2,006,900	2,006,900	100.0%	1,965,000
4176	Property Transfer Tax	161,515	251,710	197,100	197,100	100.0%	197,100
Subtotal - Local Taxes		18,221,498	19,148,047	19,789,300	19,674,100	99.4%	20,078,500
FINES & FEES & PUBLIC SAFETY CONTRIBUTIONS							
4355	Police Fines & Forfeitures	85,886	71,441	71,500	71,500	100.0%	74,900
4365	Police Reports & Charges	13,638	12,312	12,800	12,800	100.0%	13,400
4377	Tow Release	61,040	46,150	56,200	56,200	100.0%	58,900
6925	OTS Sobriety Check Point	-	0	-	-	-	-
6927	Police Grants	162,517	127,955	114,400	114,400	100.0%	114,400
Subtotal - Fines & Fees		323,081	257,858	254,900	254,900	100.0%	261,600
PUBLIC SERVICES							
4145	Debris Recycling	1,500	7,500	10,200	5,100	50.0%	5,300
4160	Microfilming	5,092	6,801	5,300	5,300	100.0%	5,760
4410	Animal Control Citation Fines	82,636	40,427	48,500	48,500	100.0%	47,100
4420	Animal Control Permits	8,811	6,948	3,000	3,000	100.0%	5,200
4430	Animal Licenses	241,010	255,670	255,400	245,000	95.9%	261,800
4430-5	Animal Licenses - County	31,603	32,843	-	-	-	-
4435-5	Animal Services Sheltering - County	290,739	377,790	483,500	538,200	111.3%	478,200
4440	Field P/U Apprehension	7,035	6,372	3,500	6,050	172.9%	6,800
4450	Field P/U Release	10,867	14,906	10,600	14,000	132.1%	14,700
4450-5	Field P/U Release - County	11,224	11,300	-	-	0.0%	-
4460	Impound Boarding Fees	20,028	24,043	20,400	25,000	122.5%	26,200
4460-5	Impound Boarding Fees - County	3,665	5,137	-	-	-	-
4465	Lien Fees	790	469	1,000	1,000	100.0%	1,100
4470	Miscellaneous AC	50,702	48,617	56,200	42,000	74.7%	52,300
4470-5	Miscellaneous - County	1,003	1,633	-	-	-	-
4480	Owner Turn in @ Shelter	14,125	13,485	19,400	19,400	100.0%	20,300
4480-5	Owner Turn in @ Shelter - County	14,395	12,989	-	-	-	-
4490	Pet Adoptions	94,387	105,687	96,000	95,000	99.0%	101,000
4500	Quarantine Fees	2,450	2,500	27,000	2,500	9.3%	2,800
4510	Rabies Vaccination	14,094	14,717	15,300	15,000	98.0%	15,700
4517	Shelter Cap. Impr. County Payment	-	-	-	-	-	-
4520	Shelter Donations	1,570	53	-	-	-	-
4530	Over/Short	27	59	-	-	-	-
4540	Spay and Neuter Deposit	4,745	6,159	4,600	4,600	100.0%	4,800
4550	State Mandated Fees AC	5,859	6,309	7,700	7,700	100.0%	7,900
5580	Short/Over Recreation	44	(5)	-	-	-	-
6050	Code Enforcement Fines	273,198	241,169	214,500	214,500	100.0%	220,000
6070	Property Maint Inspections	103,784	218,869	245,200	240,000	97.9%	251,300
6168	Right-of-Way Permits	64,036	70,370	63,300	63,300	100.0%	73,300
Total - Public Services		1,359,418	1,532,816	1,590,600	1,595,150	100.3%	1,601,560
BUILDING AND SAFETY							
6108	Building Permits	397,430	421,402	427,900	462,700	108.1%	508,500
6111	COO Fees	24,717	15,274	-	-	-	-
6114	CSA	6,125	3,050	-	-	-	-
6120	Electrical	201,964	180,483	220,000	144,000	65.5%	159,300
6122	Extension Request	3,143	3,085	-	-	-	-
6130	Grading	10,973	12,575	14,300	11,300	79.0%	12,300
6134	Inspections (Other)	18,212	16,673	17,000	27,000	158.8%	30,600
6148	Mechanical	36,975	45,616	55,900	44,700	80.0%	50,100
6152	Misc Revenue - Building & Safety	122,966	138,904	166,200	163,500	98.4%	179,900
6158	Plan Check	446,709	196,999	221,000	211,000	95.5%	232,000
6162	Plumbing	48,852	34,442	28,200	40,500	143.6%	44,600

GENERAL FUND REVENUE 1001							
Code	Revenue Classification	Actual Revenue 2014-15	Actual Revenue 2015-16	Amended Budget 2016-17	Estimated Revenue 2016-17	% of Revenue Received	Proposed Budget 2017-18
6163	Pre-Application	-	0	-	-	-	-
6169	SB 1473	445	427	-	-	-	-
6174	SMI Tax	388	239	-	-	-	-
<b>Total - Building &amp; Safety</b>		<b>1,318,900</b>	<b>1,069,168</b>	<b>1,150,500</b>	<b>1,104,700</b>	<b>96.0%</b>	<b>1,217,300</b>
<b>PLANNING AND ZONING</b>							
6104	Appeals	169	-	-	1,000	-	-
6110	Certificate of Compliance	-	-	-	-	-	-
6112	Copies and Reproduction	1,381	1,859	2,600	500	100.0%	630
6118	Development Permit	20,137	10,476	15,300	15,300	100.0%	17,000
6128	General Plan Amendment	3,235	(3,394)	-	-	-	-
6132	Home Occupation Permit	8,841	8,676	6,100	6,100	100.0%	6,800
6142	Lot Line Adjustment	-	2,326	-	-	-	-
6144	Lot Merger	-	-	-	-	-	-
6150	Minor Sub-divisions	-	638	-	-	-	-
6156	Miscellaneous Revenue - Planning	10,014	3,338	4,100	4,100	100.0%	4,300
6161	Plan Unit Development	718	-	-	-	-	-
6165	Open Space	423	132	-	-	-	-
6170	Sign Permit	3,763	10,064	5,600	5,600	100.0%	5,900
6172	Site Plan Review	110,662	75,153	82,700	82,700	100.0%	92,000
6176	Special Events	6,329	1,496	2,600	3,000	115.4%	3,150
6178	Specific Plan	5,184	-	3,100	1,000	32.3%	1,050
6180	Tentative Parcel Map	18,546	3,079	5,100	7,700	151.0%	8,050
6182	Tentative Tract Map	12,614	(66)	-	-	-	-
6192	Use Permit	44,403	29,209	31,700	31,700	100.0%	34,200
6195	Variance (Deviations)	6,516	5,204	7,000	7,000	100.0%	8,350
<b>Total - Planning Fees</b>		<b>252,935</b>	<b>148,190</b>	<b>165,900</b>	<b>165,700</b>	<b>99.9%</b>	<b>181,430</b>
<b>ENGINEERING</b>							
6138	Landscape Review	-	-	-	-	-	-
6154	Miscellaneous -Engineering	410	0	500	500	100.0%	520
6160	Plan Check	155,064	85,461	140,000	40,000	28.6%	75,000
6188	Transportation Permits	28,220	21,332	22,500	22,500	100.0%	25,000
<b>Total - Engineering</b>		<b>183,694</b>	<b>106,793</b>	<b>163,000</b>	<b>63,000</b>	<b>38.7%</b>	<b>100,520</b>
<b>Sub Total - Community Development</b>		<b>1,755,528</b>	<b>1,324,151</b>	<b>1,479,400</b>	<b>1,333,400</b>	<b>90.1%</b>	<b>1,499,250</b>
<b>OTHER REVENUES</b>							
4165	Miscellaneous Penalties or Fines	1,071	440	500	700	140.0%	700
4168	Notary Fees	200	160	200	200	100.0%	200
4170	Other Revenue Sources	1,445	8,637	5,100	100	2.0%	100
7000	Bond Proceeds	-	0	-	-	0.0%	650,000
4172	Passport Fees	30,196	37,996	26,600	26,600	100.0%	26,600
4181	Refunds, Reimbursements	196,339	210,151	13,400	130,000	970.1%	100,000
4183	Gain/Loss on Disposal of Fixed Assets	-	25,338	-	-	-	-
4183-7500	SCE Incentive Payments	22,866	25,338	15,300	15,300	100.0%	16,000
4184	Short/Over	(43)	66	-	-	-	-
4185	State Mandated Reimbursements	125,501	72,732	36,800	36,800	100.0%	36,800
4255	Interest Earnings	58,570	173,871	110,000	95,886	87.2%	100,000
4352	Booking Fees	1,500	1,102	1,200	200	16.7%	200
4370	Restitution	975	1,472	1,000	1,000	100.0%	1,000
5700	Rentals	40,511	24,389	32,700	32,700	100.0%	32,700
6850	Administrative Overhead 5810	-	-	250,000	250,000	-	946,300
6808	EMPG Grant	18,408	41,539	20,000	20,000	100.0%	20,000
6996	Town Store Sales	550	354	700	700	100.0%	700
6999	Administrative Overhead 2010	974,024	813,743	1,102,007	1,102,007	100.0%	817,600
6999	Administrative Overhead 2510	422,924	455,148	448,842	448,842	100.0%	-
6999	Administrative Overhead 5010	1,707,400	1,896,510	1,855,799	1,855,799	100.0%	748,400
6999	Administrative Overhead 5510	1,935,959	2,076,309	2,076,309	2,076,309	100.0%	1,672,540
<b>Subtotal - Other Revenues</b>		<b>5,538,396</b>	<b>5,865,294</b>	<b>5,996,457</b>	<b>6,093,143</b>	<b>101.6%</b>	<b>5,169,840</b>
<b>TOTAL - GENERAL FUND REVENUES</b>		<b>27,197,922</b>	<b>28,128,166</b>	<b>29,110,657</b>	<b>28,950,693</b>	<b>99.5%</b>	<b>28,610,750</b>

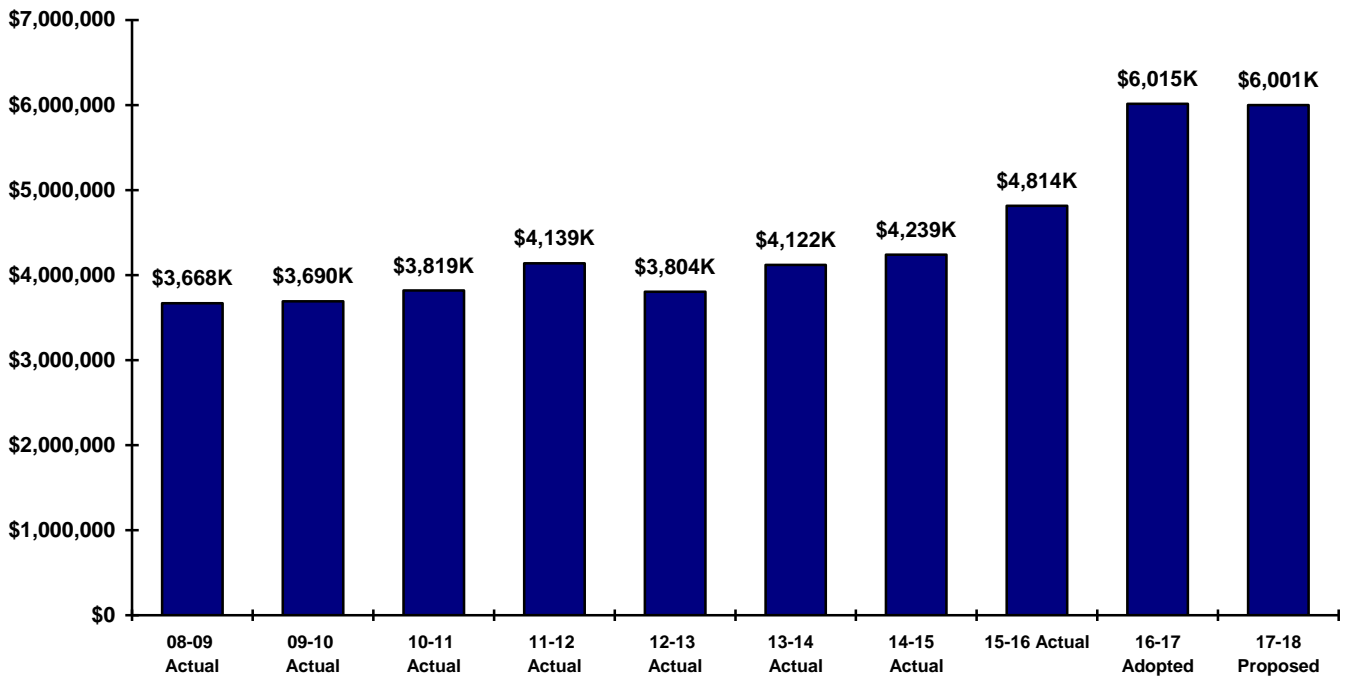
## SALES & USE TAX

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 7.75% and is broken down as follows:

State General Fund	5.00%
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>7.75%</u>

Sales & Use Tax represents a significant revenue source for Apple Valley and is estimated at \$6.0 million or 20.97% of the total General Fund revenues estimated for FY 17-18. This amount represents an increase of \$87,500 from the revised estimate in the FY 16-17 budget. This change in revenue is directly attributed to the Town 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.

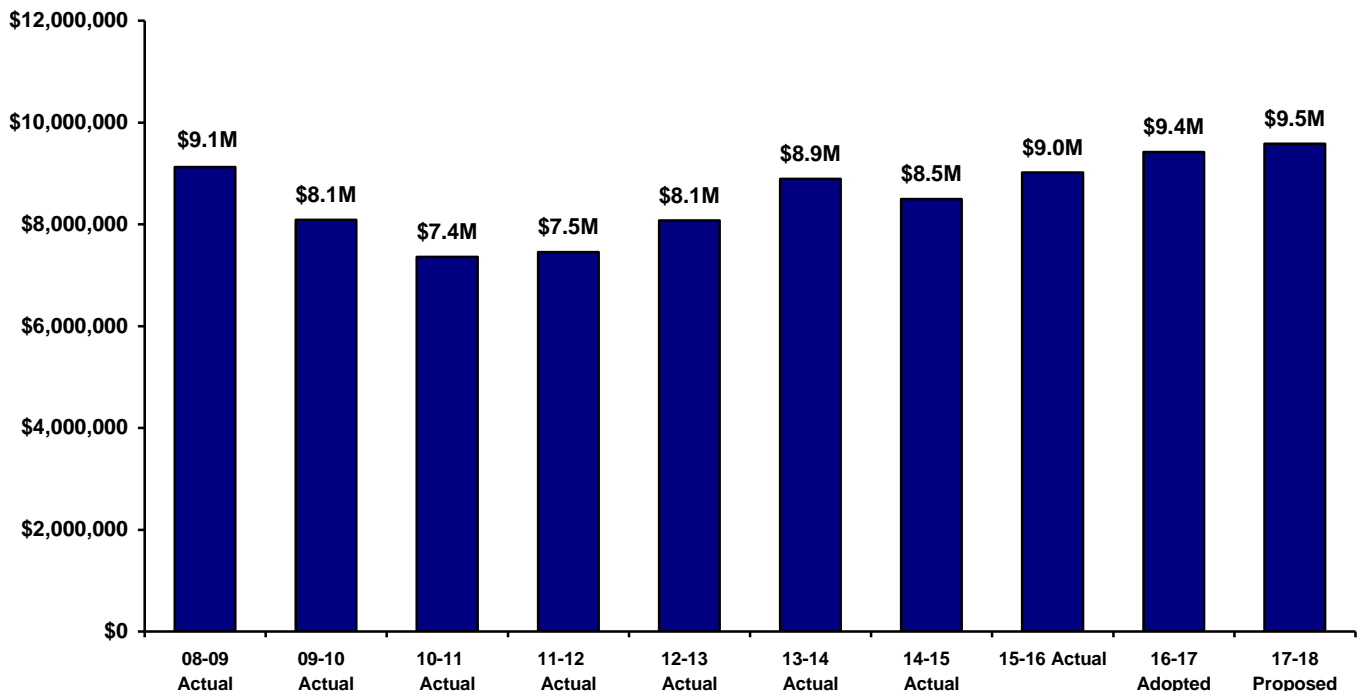


## **PROPERTY TAX**

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 2 percent as the Proposition 13 inflation adjustment factor for FY2017/18. This is equal to the 2 percent that is usually used to index assessed values under the acquisition values assessment and about ½% more than the inflation factor of 1.525% used in FY2016/17. 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 FY17-18 when Prop. 8 recoveries are included.

For FY 17-18, estimated revenue from Property Taxes is \$9.5 million, which represents 33.48% of the total General Fund revenue. This estimate is an increase of \$162,000 or 1.72% over the revised revenue estimate in FY 16-17. 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).



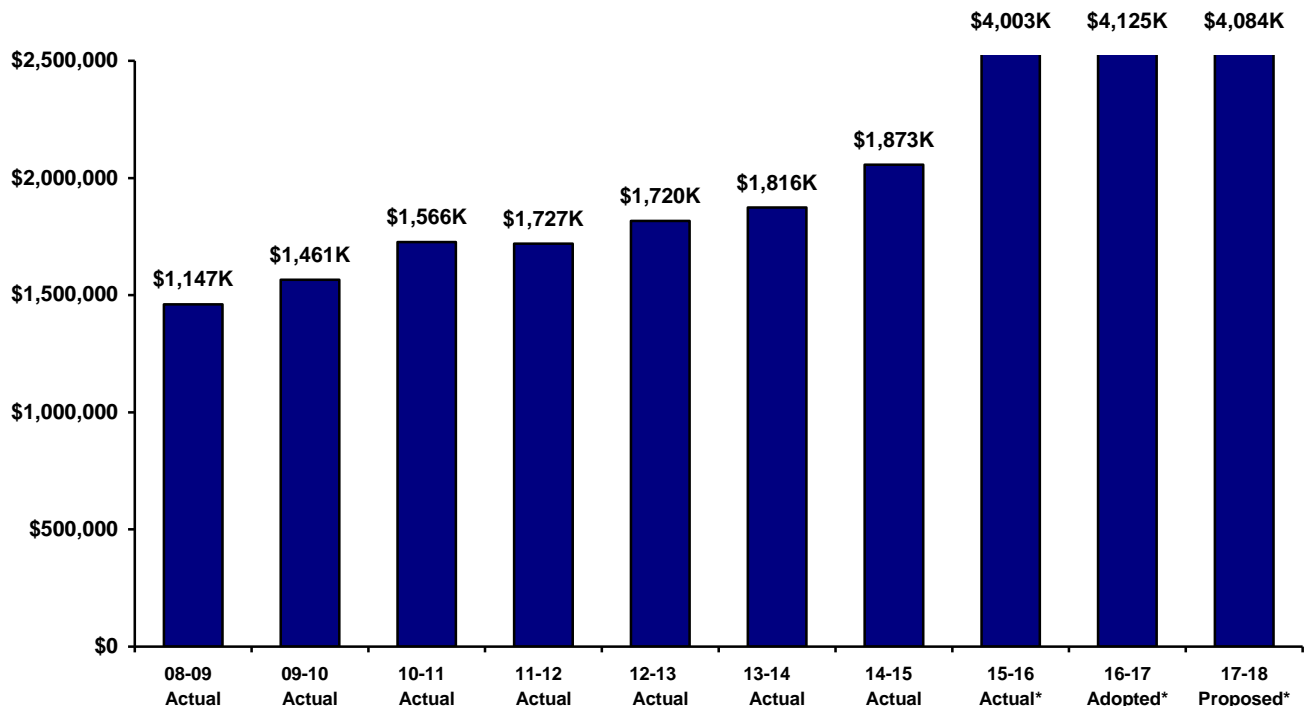
## **FRANCHISE FEES**

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 17-18, estimated revenue from all Franchise Fees amounted to \$4.0 million, which represents 14.27% of the total General Fund revenue. This total amounts to a slight decrease of \$41,500 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.

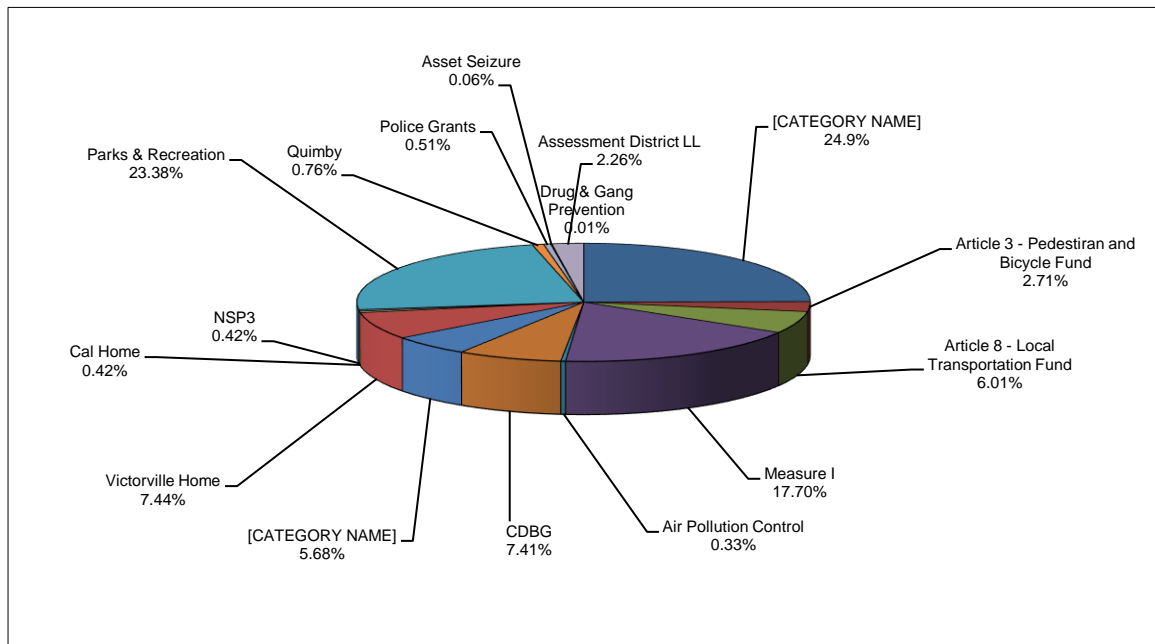
On October 27, 2015, the Town Council adopted Ordinance number 475 to implement a PEG (Public, Education and Government) fee that would be paid by the cable franchisees at a rate of 1% of receipts, net of bad debts. These fees, when collected, are intended to fund programming to help inform or educate 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. For FY 17-18, estimated revenue for PEG fee is \$150,500, which represents .05% of the total General Fund revenues.



\*-includes Franchise fees from waste hauler. Prior years did not.

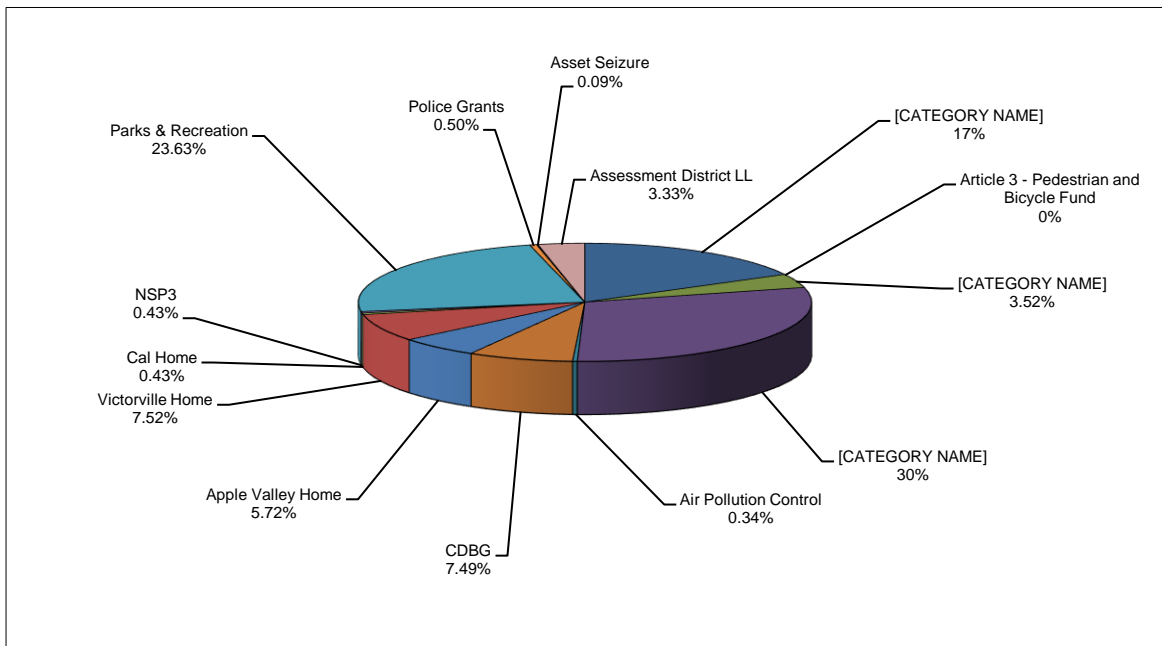
## 2017/18 Special Revenue Funds Revenue

Gas Tax - Street Maintenance	\$3,542,811
Article 3 - Pedestrian and Bicycle Fund	\$386,370
Article 8 - Local Transportation Fund	856,200
Measure I	2,522,710
Air Pollution Control	47,320
CDBG	1,056,661
Apple Valley Home	806,165
Victorville Home	1,060,920
Cal Home	60,000
NSP3	60,000
Parks & Recreation	3,331,496
Quimby	115,000
Police Grants	72,663
Asset Seizure	8,000
Drug & Gang Prevention	2,000
Assessment District LL	322,500
<b>Total-Special Rev Funds Revenue</b>	<b><u><u>\$14,250,816</u></u></b>



## 2017/18 Special Revenue Funds Expenditures

Gas Tax - Street Maintenance	\$2,425,605	17.20%
Article 3 - Pedestrian and Bicycle Fund	-	0.00%
Article 8 - Local Transportation Fund	535,100	3.80%
Measure I	4,163,500	29.53%
Air Pollution Control	47,320	0.34%
CDBG	1,056,740	7.49%
Apple Valley Home	806,165	5.72%
Victorville Home	1,060,920	7.52%
Cal Home	60,000	0.43%
NSP3	60,000	0.43%
Parks & Recreation	3,331,496	23.63%
Police Grants	71,024	0.50%
Asset Seizure	12,000	0.09%
Assessment District LL	470,000	3.33%
<b>Total-Special Rev Funds Expenditures</b>	<b>\$14,099,870</b>	



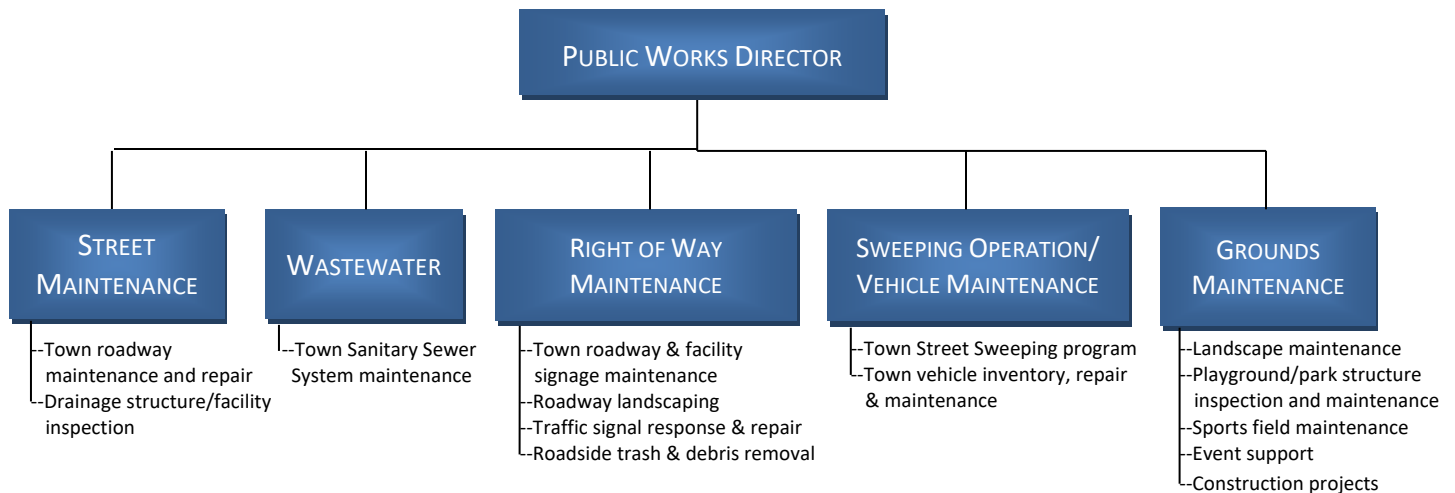
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Town of Apple Valley



# 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 and conform to 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 (VWRA) Board Meetings, providing technical review and advice to the Town’s appointed Commissioner on VWRA 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 HIGHLIGHTS

- Continued sewer manhole rehabilitation project (year 4 of 7)
- Performed wet-well bypassing and cleaning at all 9 sewer lift stations

<b>Department Performance Measures – Public Works</b>				
	Actual FY 15-16	Goal FY 16-17	Estimated FY 16-17	Goal FY 17-18
Continue to have no sewer overflows	1	0	0	0
Increase the number of manholes inspected from 430 to 450	597	150	430	450
Clean the 9 lift station wet wells once per year	9	9	9	9
Increase the number of curb miles swept from 1,200 to 1,500	1,953	2,750	1,200	1,500
Sweep a minimum of 750 intersections per year	1,035	300	986	1,000
Increase the number of potholes filled from 24,000 to 30,000	16,081	45,000	24,000	30,000

## 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.



- Completed 2 sewer main repair projects – on Arapahoe and on Rancherias
- Completed Ramona Avenue sewer repair project
- Removed/replaced 2 roadway sections
- Filled cracks in the roadway in Skyline Ranch Tract# 14846
- Installed 2 bus shelters along with 3 seat test area's at bus shelters
- Installed concrete for basketball court and exercise equipment at Mendel Park
- Continued to support all Town events

## 2017-18 GOALS AND OBJECTIVES

- Continue sewer manhole rehabilitation project (year 5 of 7)
- Have all storm drains and catch basins marked
- Clean 5 storm drains and 5 catch basins monthly
- Create storm drain and catch basin cleaning policy schedule
- Continue with crack sealing program
- Provide courteous, effective, and efficient customer service
- Review policies and procedures to ensure they are in line with current best practices
- Seed and fertilize grass at sports parks
- Replace grass at various parks and facilities with drought tolerant landscaping

Department Workload Indicators – Public Works				
	Actual FY 15-16	Goal FY 16-17	Estimated FY 16-17	Goal FY 17-18
Sewer Mainline Cleaned (miles)	25	30	20	30
Sewer Mainline Video Inspected	15	20	13	20
Manholes Epoxy Coated	22	25	28	25
Dry Well Drainage Structures Cleaned	52	125	30	75
Street Name Signs Replaced	161	100	77	100
Roadway Signs Replaced	1,008	150	400	500
Roadway Marking Lane Lines Refreshed (miles)	6	2	2	3
Trees Trimmed at Parks	N/A	200	250	200
Trees Planted at Parks	N/A	20	12	15
Graffiti Removed (locations)	993	350	390	350

# STREET MAINTENANCE FUND

TOTAL BUDGET - \$2,425,605

STREET MAINTENANCE FUND 2010-5010							
Code	Revenue Classification	Actual Revenue 2014-15	Actual Revenue 2015-16	Amended Budget 2016-17	Estimated Revenue 2016-17	% of Revenue Received	Proposed Budget 2017-18
BEGINNING FUND BALANCE		489,082	37,035	(8,166)	(8,166)		540,402
4181	Refunds, Reimb, Rebates	2,758		2,500	2,500	100.0%	2,500
4255	Interest Earnings	113					
6809-5000	Section 2103	748,665	366,758	168,396	168,396	100.0%	298,907
6810	Section 2105	419,418	400,853	445,916	445,916	100.0%	433,919
6811	Section 2106	263,041	248,075	222,455	222,455	100.0%	266,874
6812	Section 2107	540,106	521,965	619,225	619,225	100.0%	560,561
6813	Section 2107.5	15,000	7,500	7,500	7,500	100.0%	7,500
6814	CA Road Maintenance and Rehabilitation	-	-	-	-	#DIV/0!	1,282,450
6999	Transfer In - Fund 1001	163,817	154,842	1,257,007	1,257,007	100.0%	155,000
6999	Transfer In - Fund 2015	-	586,637	400,000	400,000	100.0%	535,100
6999	Transfer In - Fund 2910	-	-	-	-		
Total Revenues		2,152,917	2,286,630	3,122,999	3,122,999	100.0%	3,542,811
Code	Expenditure Classification	Actual Expense 2014-15	Actual Expense 2015-16	Amended Budget 2016-17	Estimated Expense 2016-17	% of Budget Expended	Proposed Budget 2017-18
Personnel Services							
7010	Salaries & Wages	319,108	378,472	348,493	348,493	100.0%	324,635
7010-4951	Salaries & Wages	2,217		-	-		-
7030	Wages Overtime	4,138	4,851	7,500	7,500	100.0%	7,500
7030-4951	Wages Overtime	67		-	-		-
7110	Cafeteria Benefits	59,025	68,329	66,301	66,301	100.0%	63,502
7120	Deferred Comp	3,106	3,722	3,336	3,336	100.0%	3,480
7140	RHS	-	1,731.17	1,689	1,689	100.0%	1,606
7150	Medicare	4,550	5,341	5,053	5,053	100.0%	4,707
7150-4951	Medicare	26		-	-		-
7160	PERS	82,242	114,516	73,402	73,402	100.0%	64,215
7160-4951	PERS	535		-	-		-
Total Personnel		475,013	576,963	505,774	505,774	100.0%	469,645
Operations & Maintenance							
7180	Uniform cleaning and replacement	2,665	2,912	4,000	4,000	100%	4,000
7223	Disposal	1,472	1,502	1,900	1,900	100%	1,900
7229	Education & Training	1,679	2,037	230	500	217%	1,700
7241	Meetings & Conferences	241	1,081	100	1,000	1000%	1,260
7247	Membership & Dues	455	318	300	500	167%	750
7253	Mileage	2,416	1,594	100	100	100%	100
7259	Miscellaneous	519	39	500	500	100%	500
7265	Office Supplies	192	273	300	300	100%	300
7277	Printing	50	31	100	100	100%	100
7295-0109	Utilities Phones, Internet	6,424	6,453	7,000	7,000	100%	7,000
7295-0847	Utilities Electricity usage	130,551	137,672	130,000	130,000	100%	130,000
7295-0848	Utilities Natural gas usage	701	1,122	1,000	1,000	100%	1,000
7295-0849	Utilities Water usage	41,629	39,477	33,000	33,000	100%	33,000
7335-4951	NPDES - Compliance	151,509	130,608	125,000	125,000	100%	125,000
7336-4951	NPDES - Compliance - CAA	12,308	24,234	30,000	30,000	100%	30,000
7345	Prior Period Adjustment	208,721		-	-	0%	
7360	Safety	526	267	350	1,000	286%	1,000
7655	Building Maintenance	4,001	3,550	5,000	5,000	100%	5,000
7755	Grounds Maintenance	851	1,159	700	700	100%	700
7914	Drain Maint. & Repair	3,864	68,450	15,000	15,000	100%	15,000
7928	Paving & Sealing	35,079	100,603	-	-		
7935	ROW Maintenance	53,567		95,000	95,000	100%	95,000
7956	Signal & Lighting Maint.	78,765	108,112	90,000	120,000	133%	120,000

Code	Expenditure Classification	Actual Expense 2014-15	Actual Expense 2015-16	Amended Budget 2016-17	Estimated Expense 2016-17	% of Budget Expended	Proposed Budget 2017-18
7956-0010	Signal & Lighting Maint. - Engineering	909	101				
7963	Signing	27,388	37,812	23,000	23,000	100%	30,000
7963-0010	Signing - Engineering	-	1,573	-	-	-	
7970	Small Tools	3,034	87,864	4,000	4,000	100%	4,000
7977	Street Repairs	133,640	25,724	125,000	150,000	120%	150,000
7984	Street Striping	19,429	705	30,000	35,000	117%	50,000
7984-0010	Street Striping - Engineering	484	14,830	-	-	0%	
7991	Street Sweeping	36,867	4,238	17,000	17,000	100%	17,000
7995-4951	Transit Services	6,720	900	46,000	46,000	100%	19,000
8916	Audit	900	-	1,700	1,700	100%	1,700
8940	Contracted Services	1,098	-	500	500	100%	500
8964	Engineering Contractor	86,554	2,451	70,000	70,000	100%	70,000
9013	Communications Equipment & Maint	-	95,752	1,000	1,000	100%	1,000
9026	Equipment Maintenance	1,945	293	2,500	2,500	100%	2,500
9052	Gasoline, Diesel, Oil	36,479	1,426	34,000	34,000	100%	34,000
9065	Leased Equipment	186	25,904	350	350	100%	350
9078	Safety Equipment	512	443	500	1,000	200%	1,000
9091	Vehicle Maintenance	12,823	266	9,000	9,000	100%	9,000
9999	Transfer - 5010	21,964	9,348	-	-		
9999	Administrative Overhead	974,024	813,743	1,102,007	1,102,007	100%	817,600
	<b>Total Operations &amp; Maint</b>	<b>2,103,140</b>	<b>1,754,868</b>	<b>2,006,137</b>	<b>2,068,657</b>	<b>103.1%</b>	<b>1,780,960</b>
9120	Capital Outlay	26,811	-	-	-	-	175,000
	<b>Total Capital Expenditures</b>	<b>26,811</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>175,000</b>
	<b>Total Expenditures</b>	<b>2,604,964</b>	<b>2,331,831</b>	<b>2,511,911</b>	<b>2,574,431</b>	<b>102.5%</b>	<b>2,425,605</b>
	<b>ENDING FUND BALANCE</b>	<b>37,035</b>	<b>(8,166)</b>	<b>602,922</b>	<b>540,402</b>	<b>89.6%</b>	<b>1,657,608</b>

<u>Personnel Schedule</u>	<u>Actual 2014-15</u>	<u>Actual 2015-16</u>	<u>Actual 2016-17</u>	<u>Proposed 2017-18</u>
<b>Full Time:</b>				
Director of Public Works	0.33	0.33	0.33	0.33
Public Works Manager	0.34	0.34	0.34	0.34
Public Works Supervisor	0.00	0.00	0.50	0.50
Senior Maintenance Worker	2.00	2.00	0.50	0.50
Maintenance Worker II	1.50	1.50	2.00	2.00
Maintenance Worker I	2.00	2.00	2.00	2.00
<b>Total FTE's:</b>	<b>6.17</b>	<b>6.17</b>	<b>5.67</b>	<b>5.67</b>

# ARTICLE 3 FUND

TOTAL BUDGET - \$ 0

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 2014-15	Actual Revenue 2015-16	Amended Budget 2016-17	Estimated Revenue 2016-17	% of Revenue Received	Proposed Budget 2017-18
	BEGINNING FUND BALANCE	(89,997)	(142,088)	(175,879)	(11,463)		(386,370)
4181-0000	Refunds, Reimbursement, Rebates	-	-	-	283,333	100%	-
6835-0000	CalTrans Bicycle Facilities	-	-	355,700	-	0.0%	386,370
6999-2021	Transfer In - 2021	5,788	3,755	-	119,193	0.0%	-
	<b>Total Revenues</b>	<b>5,788</b>	<b>3,755</b>	<b>355,700</b>	<b>402,526</b>	<b>1</b>	<b>386,370</b>

Code	Expenditure Classification	Actual Expense 2014-15	Actual Expense 2015-16	Amended Budget 2016-17	Estimated Expense 2016-17	% of Budget Expended	Proposed Budget 2017-18
9271-0000	Bear Valley Bike Path, Phase I	57,878	37,546	191,284	777,433	406.4%	
	<b>Total Expenditures</b>	<b>57,878</b>	<b>37,546</b>	<b>191,284</b>	<b>777,433</b>		<b>-</b>

	ENDING FUND BALANCE	(142,088)	(175,879)	(11,463)	(386,370)	-	0
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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 – \$535,100

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 - \$ 535,100

LOCAL TRANSPORTATION FUND 2015-521C							
Code	Revenue Classification	Actual Revenue 2014-15	Actual Revenue 2015-16	Amended Budget 2016-17	Estimated Revenue 2016-17	% of Revenue Received	Proposed Budget 2017-18
	BEGINNING FUND BALANCE	1,355,149	1,819,013	1,640,971	1,640,971	100.00%	1,855,971
4181-4951	CDBG Funding - Powhatan Rd Imp	-	31,500	-	-	0.0%	-
4181-4951	TDA Article 3 Funding-Powhatan Rd Imp	-	-	-	-	0.0%	-
4181-4951	VVTA Article 3 Match-Powhatan Rd Imp	-	-	-	-	0.0%	-
4255	Interest Earnings	7,759	19,297	-	-	0.0%	-
6804	Sales Tax - SB 325	532,178	639,202	650,000	650,000	100.0%	856,200
	Total Revenues	539,937	689,999	650,000	650,000	100.00%	856,200
Code	Expenditure Classification	Actual Expense 2014-15	Actual Expense 2015-16	Amended Budget 2016-17	Estimated Expense 2016-17	% of Budget Expended	Proposed Budget 2017-18
9292-4951	Bus Stop Imp.-Bear Valley and Central	-	650	35,000	35,000	100.0%	-
9526-4951	Powhatan Road Street Improvements	32,473	277,576	-	-	0.0%	-
8940	Contract Services (Bike Lane Nwk Review	43,600	3,178	-	-	0.0%	-
9999	Transfer to Street Maint. - 2010	-	586,637	400,000	400,000	100.0%	535,100
	Total Expenditures	76,073	868,041	435,000	435,000	100.00%	535,100
	ENDING FUND BALANCE	1,819,013	1,640,971	1,855,971	1,855,971	100.00%	2,177,071

# 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 - \$4,163,500

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

Code	Revenue Classification	Actual Revenue 2014-15	Actual Revenue 2015-16	Amended Budget 2016-17	Estimated Revenue 2016-17	% of Revenue Received	Proposed Budget 2017-18
	BEGINNING FUND BALANCE	5,428,844	5,786,420	5,978,869	5,978,869		2,749,520
4181	Reimb from AVUSD (9260)	-	-	12,825	12,825	100.0%	-
4181	Reimb from SB County (9307)	-	-	52,000	52,000	0.0%	52,000
4055	Sales Tax - Local (35%)	1,842,204	1,832,650	1,600,000	1,600,000	100.0%	1,750,000
4255	Interest	24,753	75,130	10,000	10,000	100.0%	70,000
6816	Grants-HBP-Federal Grant	240,102	55,117	424,944	424,944	100.0%	619,710
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	-	-	300,600	300,600	0.0%	-
6816	Grants-Sust. Transp. Planning	-	-	101,850	101,850	100.0%	31,000
6930-9000	SANBAG Stimulus	-	-	-	-	-	-
6666	Transfer in - 4910	-	-	923,000	923,000	100.0%	-
	Total Revenue	2,107,059	1,962,896	3,425,219	3,425,219	100.0%	2,522,710
Code	Expenditure Classification	Actual Expense 2014-15	Actual Expense 2015-16	Amended Budget 2016-17	Estimated Expense 2016-17	% of Budget Expended	Proposed Budget 2017-18
	Capital Projects (Infras.)						-
8940	Contract Svcs - CCParking Lot Imp	112,410	-	-	-	0.0%	-
8940	Contract Svcs - Townwide Rev	3,330	-	-	-	0.0%	-
9248	Dale Evans Parkway @ Waalew Road	-	2,591	5,000	5,000	100.0%	-
9253	AV Road @ Tuscola Signal	-	-	-	-	-	-
9260	AV Safe Rts to School Master Plan	1,712	159,645	127,500	127,500	100.0%	35,000
9282	Bear Valley Bridge Rehab	251,084	114,769	480,000	480,000	100.0%	700,000
9271	Bear Valley Bike Path	-	-	5,000	5,000	0.0%	-
9336-5000	D. Evans Pkwy@Waalew Rd Realign	16,134	15,881	280,000	280,000	100.0%	-
9350	Deep Creek Road (BV to Tussing)	251,904	-	-	-	0.0%	-
9390	High Desert Corridor	4,442	1,654	25,000	25,000	100.0%	25,000
9410	Hwy 18/AV Rd Int. Imprv.	148,391	19,102	20,000	20,000	0.0%	11,000
9415-5000	Hwy 18 Shoulder Med Imp (Navajo/Ctrl)	-	-	45,000	45,000	100.0%	22,500
9440	Kiowa (VanDusen & Tussing)	-	27,425	-	-	-	-
9447	Mojave Riverwalk South	7,296	46,399	923,000	923,000	100.0%	-
9471	Navajo Rd Rehab. (BV to Hwy 18)	63,554	7,028	-	-	-	960,000
9525	Paving - PMS Priorities	25,186	753,835	1,000,000	1,000,000	100.0%	2,000,000
9536	Ramona Road Widening	18,756	444,369	10,000	10,000	100.0%	-
9538	Rancherias Rd Resurface	829,496	6,679	-	-	0.0%	-
9546	SanBag Congestion Mgmt Plan	-	-	5,000	5,000	100.0%	5,000
9563	SR25 Rancho Verde Elem School	-	-	10,000	10,000	100.0%	-
9564	Standing Rock @ Hwy 18	-	-	150,000	150,000	100.0%	95,000
9560	Tao Road	-	-	95,000	95,000	0.0%	-
9572	Town Wide Class II Bikeway Upgrade	3,461	12,791	5,000	5,000	0.0%	5,000
9589	Yucca Loma Elem-Safe Rts SRTS	6,539	-	423,610	423,610	100.0%	5,000
9588	Yucca Loma Bridge	-	-	370,000	370,000	0.0%	200,000
9595	Yucca Loma Rd Wdng (YLB to AV Rd)	-	13,535	-	-	-	-
9595-5000	Yucca Loma Rd Wdng (AV Rd-Rinc.)	-	144,745	-	-	-	-
9599	Bear Valley Road Commercial Corridor	-	-	-	-	-	100,000
9999-2013	Transfer out - 2013	5,788	-	-	-	0.0%	-
9999-4410	Transfer out - 4410 (9595)	-	-	2,675,458	2,675,458	100.0%	-
9999-4910	Transfer out - 4910	-	-	-	-	-	-
	Total Expenditures	1,749,483	1,770,448	6,654,568	6,654,568	100.0%	4,163,500
	ENDING FUND BALANCE	5,786,420	5,978,869	2,749,520	2,749,520	100.0%	1,108,730

# 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 2014-15	Actual Revenue 2015-16	Amended Budget 2016-17	Estimated Revenue 2016-17	% of Budget Received	Proposed Budget 2017-18
3600	BEGINNING FUND BALANCE	84,172	85,188	83,358	83,358	100.0%	68,358
6802-4951	Air Pollution AB2766	47,955	48,995	47,320	47,320	100.0%	47,320
4255	Interest	321	985	130	-	0.0%	-
	Total Revenue	48,276	49,980	47,450	47,320		47,320
Code	Expenditure Classification	Actual Expense 2014-15	Actual Expense 2015-16	Amended Budget 2016-17	Estimated Expense 2016-17	% of Budget Expended	Proposed Budget 2017-18
8940-4951	Contract Services	47,260	47,320	47,320	47,320	100.0%	47,320
9300-0000	Capital Projects	-	4,489		15,000	0.0%	-
	Total Expenditures	47,260	51,809	47,320	62,320	131.70%	47,320
	ENDING FUND BALANCE	85,188	83,358	83,488	68,358	81.88%	68,358

# COMMUNITY DEVELOPMENT BLOCK GRANT

TOTAL BUDGET - \$1,056,740

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 2014-15	Actual Revenue 2015-16	Amended Budget 2016-17	Estimated Revenue 2016-17	% of Revenue Received	Proposed Budget 2017-18
BEGINNING FUND BALANCE		-	-	-	-	0	(27,605)
6830	FY 11-12 CDBG Allocation	13,766		-	-	0.0%	-
6831	FY 12-13 CDBG Allocation	49,056		-	-	0.0%	-
6832	FY 13-14 CDBG Allocation	339,733		68,834	61,898	89.9%	6,936
6833	FY 14-15 CDBG Allocation	183,545		190,540	168,540	88.5%	22,000
6834	FY 15-16 CDBG Allocation	-		269,060	10,088	3.7%	258,972
6835	FY 16-17 CDBG Allocation	-		559,270	354,977	63.5%	204,293
6836	FY 17-18 CDBG Allocation			-	-		564,460
6999	Transfer in -2110	31,731		-	-	0.0%	
	<b>Total Revenues</b>	<b>617,831</b>	<b>0</b>	<b>1,087,704</b>	<b>595,503</b>	<b>54.7%</b>	<b>1,056,661</b>
Code	Expenditure Classification	Actual Expense 2014-15	Actual Expense 2015-16	Amended Budget 2016-17	Estimated Expense 2016-17	% of Budget Expended	Proposed Budget 2017-18
Personnel Services							
7010	Salaries & Wages	172,374	165,421	158,848	158,848	100.0%	220,622
7020	Wages Part-Time	6,586	32,909	30,486	30,486	100.0%	-
7025	Part-Time Sick Leave		88				-
7110	Cafeteria Benefits	22,667	24,483	23,662	23,662	100.0%	33,044
7120	Deferred Compensation	2,785	2,998	3,097	3,097	100.0%	4,408
7140	RHS	-	817.68	794	794	100.0%	1,102
7150	Medicare	2,585	2,887	2,750	2,750	100.0%	3,199
7160	PERS	44,007	62,950	44,816	44,816	100.0%	47,169
7165	Auto Allowance	-		342	342	0.0%	0
7170	Direct Housing Loan Costs	(58,516)	(71,108)	-	-	0.0%	-
	<b>Total Personnel</b>	<b>192,487</b>	<b>221,446</b>	<b>264,795</b>	<b>264,795</b>	<b>100.0%</b>	<b>309,544</b>
7205	Advertising	-		1,800	1,800	100.0%	1,800
7229	Education & Training	752		950	950	100.0%	950
7241	Meetings & Conferences	-		1,100	1,100	100.0%	1,100
7247	Membership and Dues	-		125	125	100.0%	125
7253	Mileage	176		1,000	1,000	100.0%	1,000
7265	Office Supplies	35	21	650	650	100.0%	650
7289	Subscriptions	(250)		500	500	100.0%	500
7350	Public Information	242		500	500	100.0%	500
8916	Audit	-		1,500	1,500	100.0%	1,500
8994	Unfunded Loan Costs	11,101	9,834	-	-	0.0%	
	<b>Total Operations &amp; Maintenance</b>	<b>12,056</b>	<b>9,854</b>	<b>8,125</b>	<b>8,125</b>	<b>100.0%</b>	<b>8,125</b>

Code	Expenditure Classification	Actual Expense 2014-15	Actual Expense 2015-16	Amended Budget 2016-17	Estimated Expense 2016-17	% of Budget Expended	Proposed Budget 2017-18
FY 17-18 CDBG Program							
7430-0100	Assistance League of Victor Valley	-	-	10,000	10,000	100.0%	12,500
7430-0250	Church for Whosoever	-	-	4,000	4,000	100.0%	4,000
7430-0500	Inland Fair Housing & Mediation Board - Fair Hou:	-	-	10,000	10,000	100.0%	10,000
7430-0525	Family Assistance Program	-	-	5,000	5,000	100.0%	10,000
7430-0700	High Desert Homeless Services	-	-	10,000	10,000	100.0%	12,500
7430-0701	Lutheran Social Services of So Cal	-	-	5,000	5,000	0.0%	5,000
7430-0300	SB County Library	-	-	-	-	0.0%	6,000
7430-0706	Town of AV Small Business Entrepreneur Start Up	-	-	-	-	0.0%	25,000
7430-0707	Town of AV Blight & Slum Elimination Code Enf. F	-	-	-	-	0.0%	35,000
7430-0703	Town of AV James Woody Park Playground Equip	-	-	-	-	0.0%	60,000
7430-0704	Town of AV Small Business ADA Rehab Loan Pgi	-	-	-	-	0.0%	75,000
7430-1250	Moses House Ministries/Rose of Sharon	-	-	6,200	6,200	100.0%	7,500
7430-1480	Victor Valley Community Services Council	-	-	10,000	10,000	100.0%	10,000
7430-1500	Victor Valley Domestic Violence	-	-	8,691	8,691	100.0%	6,500
7567-0000	Residential Rehabilitation Loan Program	-	-	162,124	59,446	36.7%	102,678
7567-0000	Rehabilitation Administration	-	-	80,000	-	0.0%	80,000
7567-0000	Salaries included in Personnel above	-	-	-	-	0.0%	(92,176)
Subtotal		-	-	311,015	128,337	41.3%	369,502
FY 16-17 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%	
7430-0500	Inland Fair Housing & Mediation Board - Fair Hou:	-	-	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%	
7430-0701	Lutheran Social Services of So Cal	-	-	5,000	5,000	0.0%	
7430-0702	Orenda Foundation	-	-	5,169	-	0.0%	5,169
7430-0703	Town of AV Thunderbird Park Restroom Project	-	-	100,000	100,000	0.0%	-
7430-0704	Town of AV James Woody Park Gym Floor/Roof F	-	-	22,500	22,500	0.0%	
7430-0705	Victor Valley Com. Svc. Council Repairs	-	-	20,000	3,000	0.0%	17,000
7430-1250	Moses House Ministries/Rose of Sharon	-	-	6,200	6,200	100.0%	
7430-1480	Victor Valley Community Services Council	-	-	10,000	10,000	100.0%	
7430-1500	Victor Valley Domestic Violence	-	-	8,691	8,691	100.0%	
7567-0000	Residential Rehabilitation Loan Program	-	-	162,124	60,000	37.0%	102,124
7567-0000	Rehabilitation Administration	-	80,000.00	-	-	0.0%	80,000
7567-0000	Salaries included in Personnel above	-	-	-	-	0.0%	(92,067)
Subtotal		-	-	378,684	254,391	67.2%	112,226
FY 15-16 CDBG Program							
7430-0075	Apple Valley Police Protective League	-	-	-	-	0.0%	
7430-0100	Assistance League of Victor Valley	-	-	-	-	0.0%	
7430-0250	Church for Whosoever	-	4,000.00	3,263	-	0.0%	377
7430-0300	San Bernardino County Library	-	-	-	-	0.0%	
7430-0500	Inland Fair Housing & Mediation Board - Fair Hou:	-	-	-	-	0.0%	
7430-0525	Family Assistance Program	-	-	-	-	0.0%	
7430-0700	High Desert Homeless Services	-	-	-	-	0.0%	
7430-0960	James Woody Sidewalk & Accessibility	-	65,000.00	7,000	7,000	100.0%	58,000
7430-1160	Mendel Park Basketball Ct & Exercise Equip.	-	-	-	-	0.0%	
7430-1175	Microenterprise Business Assistance Pgrm.	-	1,331	17,500	17,500	100.0%	17,500
7430-1250	Moses House Ministries/Rose of Sharon	-	6,000	-	-	0.0%	
7430-1450	St John of God Health Care Services	-	7,000	7,000	7,000	100.0%	7,000
7430-1480	Victor Valley Community Services Council	-	10,000	-	-	0.0%	
7430-1500	Victor Valley Domestic Violence	-	7,500	-	-	0.0%	
7566-0000	Residential Rehabilitation Loan Program	-	99,223	217,923	60,000	27.5%	157,923
7566-0000	Rehabilitation Administration	-	94,250	56,565	40,000	70.7%	16,565
7566-0000	Salaries included in Personnel above	-	-	(30,565)	(30,565)	100.0%	(30,565)
9202-4951	AV Bus Stop Accessibility (South Hwy 18)	-	34,754	29,806	29,806	100.0%	1,607
Subtotal		-	329,059	308,492	130,741	42.4%	228,407

Code	Expenditure Classification	Actual Expense 2014-15	Actual Expense 2015-16	Amended Budget 2016-17	Estimated Expense 2016-17	% of Budget Expended	Proposed Budget 2017-18
FY 14-15 CDBG Program							
7430-0020	AV Bus Stop Accessibility (Powhatan Road Imp)	6,523	35,295	-	-	0.0%	
7430-0075	Apple Valley Police Protective League	9,225	10,000	775	775	0.0%	
7430-0100	Assistance League of Victor Valley	11,010	10,000	-	-	0.0%	
7430-0250	Church for Whosoever	3,010	3,623	1,419	1,419	0.0%	
7430-0300	San Bernardino County Library	4,588	5,169	-	-	0.0%	
7430-0500	Inland Fair Housing & Mediation Board - Fair Hou:	11,010	10,000	2,764	2,764	0.0%	
7430-0525	Family Assistance Program	5,212	5,000	1,211	1,211	0.0%	
7430-0550	Feed My Sheep Ministries	2,400		1,270	1,270	0.0%	
7430-0700	High Desert Homeless Services	14,682	10,000	6,161	6,161	0.0%	
7430-1050	Manufactured Home Repair Prgm.	29,660	25,950	-	-	0.0%	
7430-1175	Microenterprise Business Assistance Pgm.	22,000.00				0.0%	22,000
7430-1250	Moses House Ministries/Rose of Sharon	6,423		1,606	1,606	0.0%	
7430-1480	Victor Valley Community Services Council	9,175		1,098	1,098	0.0%	
7430-1500	Victor Valley Domestic Violence	9,175		2,294	2,294	0.0%	
7565-0000	Residential Rehabilitation Loan Program	20,477	120,227	120,000	120,000	0.0%	
7565-0000	Rehabilitation Administration	-		9,944	9,944	100.0%	
7565-0000	Salaries included in Personnel above	-		(9,944)	(9,944)	100.0%	
Subtotal		164,570	235,264	138,598	138,598	100.0%	22,000
FY 13-14 CDBG Program							
7430-0060	AV Golf Course Accessibility	25,000		-	-	0.0%	
7430-0075	Apple Valley Police Protective League	-		-	-	0.0%	
7430-0100	Assistance League of Victor Valley	-		-	-	0.0%	
7430-0250	Church for Whosoever	-		-	-	0.0%	
7430-0300	San Bernardino County Library	-		-	-	0.0%	
7430-0500	Inland Fair Housing & Mediation Board - Fair Hou:	-		-	-	0.0%	
7430-0550	Feed My Sheep Ministries	-		-	-	0.0%	
7430-0700	High Desert Homeless Services	-		-	-	0.0%	
7430-0953	James Woody Picnic Structures	87,541		30,683	30,683	0.0%	
7430-1050	Manufactured Home Repair Prgm.	78,577		1,106	1,106	0.0%	
7430-1175	Microenterprise Business Assistance Pgm.	6,936	-	-	-	0.0%	6,936
7430-1480	Victor Valley Community Services Council	-		-	-	0.0%	
7564-0000	Residential Rehabilitation Loan Program	-		49,060	49,060	100.0%	
7564-0000	Rehabilitation Administration	44,891		-	44,891	0.0%	
7564-0000	Salaries included in Personnel above	-		-	(44,891)	0.0%	
Subtotal		242,946	0	80,849	80,849	100.0%	6,936
FY 12-13 CDBG Program							
7430-0360	Civic Center Park Aquatic Center	2,287		-	-	0.0%	-
7563-0000	Residential Rehabilitation Loan Program	315		-	-	0.0%	-
7563-0000	Rehabilitation Administration	-		-	-	0.0%	-
Subtotal		2,602	0	-	-	0.0%	-
Total Expenditures		614,661	795,622	800,859	623,108	77.8%	1,056,740
ENDING FUND BALANCE		3,170	(795,622)	286,845	(27,605)	-9.6%	(27,684)

	Actual 2014-15	Actual 2015-16	Actual 2016-17	Proposed 2017-18
<b>Personnel Schedule</b>				
<b>Full Time:</b>				
Assistant Town Manager	0.00	0.00	0.05	0.00
Asst. Director of ED & Housing	0.00	0.00	0.00	0.20
Housing & Community Dev. Spec II	0.88	0.86	0.85	0.85
Housing & Community Dev. Spec I	1.36	1.38	1.15	1.60
Associate Planner	0.16	0.16	0.00	0.00
Sr. Planner	0.00	0.00	0.00	0.00
Executive Secretary	0.00	0.00	0.04	0.00
Program Assistant	0.50	0.50	0.60	0.00
<b>Total FTE's:</b>	<b>2.90</b>	<b>2.90</b>	<b>2.69</b>	<b>2.65</b>



# NSP3

## TOTAL BUDGET - \$60,000

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 2014-15	Actual Revenue 2015-16	Amended Budget 2016-17	Estimated Revenue 2016-17	% of Revenue Received	Proposed Budget 2017-18
<b>BEGINNING FUND BALANCE</b>							
		-	-	-	-	-	-
6829	NSP 10/11	51,687		-	-		-
6880	Program Income	75,000		100,000	100,000	100.0%	60,000
<b>Total Revenues</b>		<b>126,687</b>	<b>0</b>	<b>100,000.00</b>	<b>100,000</b>		<b>60,000</b>
Code	Expenditure Classification	Actual Expense 2014-15	Actual Expense 2015-16	Amended Budget 2016-17	Estimated Expense 2016-17	% of Budget Expended	Proposed Budget 2017-18
<b>Personnel Services</b>							
7010	Salaries		-	-	-	0.0%	-
7110	Cafeteria Benefits		-	-	-	0.0%	-
7120	Deferred Comp		-	-	-	0.0%	-
7150	Medicare		-	-	-	0.0%	-
7160	PERS		-	-	-	0.0%	-
7170	Direct Housing Loan Costs		-	-	-	0.0%	-
<b>Total Personnel</b>		<b>-</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	-	-	-	-	0.0%	-
7265	Office Supplies	-	-	-	-	0.0%	-
7350	Public Information	-	-	-	-	0.0%	-
8972	Legal	-	-	-	-	0.0%	-
<b>Total Operations &amp; Maint</b>		<b>-</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	51,687	71,117	-	-	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		100,000	100,000	0.0%	60,000
<b>Total NSP Activities</b>		<b>126,687</b>	<b>71,117</b>	<b>100,000</b>	<b>100,000</b>	<b>0.0%</b>	<b>60,000</b>
<b>Total Expenses</b>		<b>126,687</b>	<b>71,117</b>	<b>100,000</b>	<b>100,000</b>	<b>0.0%</b>	<b>60,000</b>
<b>ENDING FUND BALANCE</b>							
		-	(71,117)	-	-	0.0%	-

<u>Personnel Schedule</u>	<u>Actual 2014-15</u>	<u>Actual 2015-16</u>	<u>Actual 2016-17</u>	<u>Proposed 2017-18</u>
<b>Full Time:</b>				
Community Development Director	0.00	0.00	0.00	0.00
Housing & Comm. Dev. Spec. II	0.00	0.00	0.00	0.00
Housing & Comm. Dev Spec. I	0.00	0.00	0.00	0.00
<b>Total FTE's:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

# APPLE VALLEY HOME

TOTAL BUDGET - \$ 806,165

This fund accounts for revenue received from the Department of Housing and Urban Development for assisting low and moderate income individuals to make repairs to their existing homes thru the Residential Rehabilitation Loan Program (RRLP) and to provide assistance for the rehabilitation and/or new construction of affordable housing.

APPLE VALLEY HOME 2320-4210							
Code	Revenue Classification	Actual Revenue 2014-15	Actual Revenue 2015-16	Amended Budget 2016-17	Estimated Revenue 2016-17	% of Budget Received	Proposed Budget 2017-18
BEGINNING FUND BALANCE							
6828	AV HOME 2009-10	-	-	104,331	92,516	88.7%	11,815
6829	AV HOME 2010-11	3,415	-	14,242	14,242	100.0%	-
6830	AV HOME 2011-12	-	-	16,379	16,379	100.0%	-
6831	AV HOME 2012-13	40,906	-	30,419	451	1.5%	29,968
6832	AV HOME 2013-14	51,051	-	133,580	10,073	7.5%	123,507
6833	AV HOME 2014-15	21,040	-	176,577	114,971	65.1%	75,093
6834	AV HOME 2015-16	-	-	210,914	82,684	39.2%	162,069
6835	AV HOME 2016-17	-	-	225,181	43,637	19.4%	185,188
6836	AV HOME 2017-18	-	-	-	-	-	218,525
Total Revenues		116,411	0	686,442	331,316	48.3%	806,165
Code	Expenditure Classification	Actual Expense 2014-15	Actual Expense 2015-16	Adopted Budget 2016-17	Estimated Expense 2016-17	% of Budget Expended	Proposed Budget 2017-18
Personnel Services							
7010	Salaries & Wages	19,091	22,612	49,149	49,149	100.0%	60,912
7020	Salaries Part-Time	585	-	-	-	0.0%	-
7110	Cafeteria Benefits	2,943	2,951	5,897	5,897	100.0%	8,516
7120	Deferred Comp	382	452	1,230	1,230	100.0%	1,218
7140	RHS	-	113	245	245	100.0%	305
7150	Medicare	283	326	718	718	100.0%	883
7160	PERS	4,862	7,588	12,624	12,624	100.0%	13,437
7165	Auto Allowance	-	-	342	342	0.0%	-
7170	Direct Housing Loan Costs	(1,623)	(7,045)	-	-	0.0%	-
Total Personnel		26,524	26,996	70,205	70,205	100.0%	85,271
Operations & Maintenance							
7229	Education & Training	-	765	-	-	100.0%	-
7241	Meetings & Conferences	1,026	587	225	225	100.0%	225
7253	Mileage	261	446	55	55	100.0%	55
7259	Miscellaneous	1,921	150	-	-	0.0%	-
7265	Office Supplies	626	671	500	500	100.0%	500
7350	Public Information	715	1,712	400	400	100.0%	400
8916	Audit	-	-	1,500	1,500	100.0%	1,500
8940	Contracted Services	-	-	40,000	40,000	0.0%	-
8994	Unfunded Loan Costs	479	-	-	-	0.0%	-
Total Operations & Maint		5,028	4,331	42,680	42,680	100.0%	2,680

Code	Expenditure Classification	Actual Expense 2014-15	Actual Expense 2015-16	Adopted Budget 2016-17	Estimated Expense 2016-17	% of Budget Expended	Proposed Budget 2017-18
7443-0004	CHDO 2007-08	-		-	-	0.0%	-
7444-0010	CHDO 2009-10	-		104,331	92,516	88.7%	11,815
7444-0013	CHDO 2012-13	-		29,968	-	0.0%	29,968
7444-0014	CHDO 2013-14	-		123,507	-	0.0%	123,507
7444-0015	CHDO 2014-15	-		27,999	-	0.0%	27,999
7444-0016	CHDO 2015-16	-	3,426	29,342	-	0.0%	29,342
7444-0017	CHDO 2016-17	-		30,257	-	0.0%	30,257
7444-0018	CHDO 2017-18	-					30,257
7464	DAP 07/08	-		-	-	0.0%	
7465	DAP 11/12	-		-	-	0.0%	
7562	RRLP 2011-12	(963)		-	-	0.0%	-
7563	RRLP 2012-13	4,636		-	-	0.0%	
7564	RRLP 2013-14	8,654		10,073	10,073	100.0%	-
7565	RRLP 2014-15	49,358	74,194	131,076	97,469	74.4%	33,607
7566	RRLP 2015-16	-	142,966	146,712	47,824	32.6%	98,888
7567	RRLP 2016-17	-		156,636	5,349	3.4%	151,287
7568	RRLP 2017-18	-					151,287
<b>Total HOME Activities</b>		<b>61,685</b>	<b>220,586</b>	<b>633,265</b>	<b>253,231</b>	<b>40.0%</b>	<b>718,214</b>
<b>Total Expenditures</b>		<b>93,236</b>	<b>251,914</b>	<b>746,150</b>	<b>366,116</b>	<b>49.1%</b>	<b>806,165</b>
<b>ENDING FUND BALANCE</b>		<b>23,175</b>	<b>(251,914)</b>	<b>(59,708)</b>	<b>(34,800)</b>	<b>58.3%</b>	<b>-</b>

	<u>Actual 2014-15</u>	<u>Actual 2015-16</u>	<u>Actual 2016-17</u>	<u>Proposed 2017-18</u>
<b><u>Personnel Schedule</u></b>				
<b>Full Time:</b>				
Assistant Town Manager	0.00	0.00	0.05	0.00
Housing & Comm Dev. Spec. II	0.26	0.14	0.15	0.15
Housing & Comm Dev. Spec. I	0.34	0.12	0.35	0.40
Executive Secretary	0.00	0.00	0.00	0.25
<b>Total FTE's:</b>	<b>0.60</b>	<b>0.26</b>	<b>0.50</b>	<b>0.80</b>

# VICTORVILLE HOME

TOTAL BUDGET - \$ 1,060,920

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 2014-15	Actual Revenue 2015-16	Amended Budget 2016-17	Estimated Revenue 2016-17	% of Budget Received	Proposed Budget 2017-18
BEGINNING FUND BALANCE		-	0	0	0		-
6828	HOME 09-10	1,145	-	-	-	0.0%	-
6830	HOME 11-12	47,357	-	70,318	70,318	100.0%	-
6831	HOME 12-13	80,580	-	206,754	206,754	100.0%	8,305
6832	HOME 13-14	-	-	269,554	269,554	100.0%	254,682
6833	HOME 14-15	-	-	294,496	294,496	100.0%	47,674
6834	HOME 15-16	-	-	275,366	275,366	100.0%	103,949
6835	HOME 16-17	-	-	290,664	290,664	0.0%	350,249
6836	HOME 17-18	-	-	-	-		296,061
Total Revenues		129,082	-	1,407,152	1,407,152	100.0%	1,060,920
Code	Expenditure Classification	Actual Expense 2014-15	Actual Expense 2015-16	Amended Budget 2016-17	Estimated Expense 2016-17	% of Budget Expended	Proposed Budget 2017-18
7444-0012	CHDO 11-12	5,338	-	-	-	0.0%	-
7444-0013	CHDO 12-13	38,765	-	108,305	100,000	92.3%	8,305
7444-0014	CHDO 13-14	-	-	44,926	-	0.0%	44,926
7444-0015	CHDO 14-15	-	-	49,083	1,409	2.9%	47,674
7444-0016	CHDO 15-16	-	-	103,949	-	0.0%	103,949
7444-0017	CHDO 16-17	-	-	50,249	-	0.0%	50,249
7444-0018	CHDO 17-18	-	-	-	-		50,249
7481-0051	HOME Administration 09-10	1,145	-	-	-	0.0%	-
7481-0058	HOME Administration 16-17	-	-	16,340	16,340	100.0%	-
7481-0059	HOME Administration 17-18	-	-	-	-		16,340
7504-0013	MAP 12-13	-	-	2,464	2,464	100.0%	-
7524-5000	OOR 08-09	-	-	56,601	56,601	100.0%	-
7598-0022	Senior Repair Program 11-12	41,519	-	70,318	70,318	100.0%	-
7598-0023	Senior Repair Program 12-13	42,315	-	95,985	95,985	100.0%	-
7598-0024	Senior Repair Program 13-14	-	-	129,628	129,628	100.0%	-
7598-0025	Senior Repair Program 14-15	-	-	245,413	245,413	100.0%	-
7598-0026	Senior Repair Program 15-16	-	-	229,472	229,472	100.0%	-
7598-0027	Senior Repair Program 16-17	-	-	229,472	229,472	100.0%	-
7598-0028	Senior Repair Program 17-18	-	-	-	-	0.0%	229,472
7645-0000	Victorville CHDO Project 13-14	-	-	209,756	-	0.0%	209,756
7645-0001	Victorville CHDO Nat Core 16-17	-	-	300,000	-	0.0%	300,000
Total Expenditures		129,081	-	1,941,961	1,177,102	61%	1,060,920
ENDING FUND BALANCE		0	0	(534,809)	230,050		-

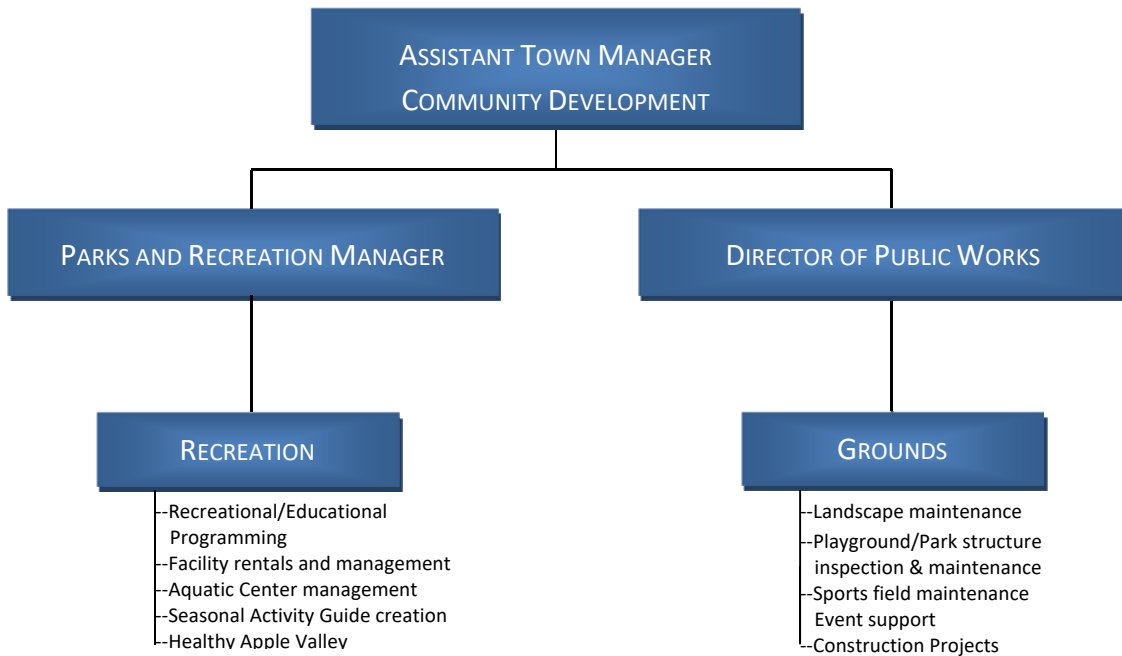
# APPLE VALLEY CalHOME

TOTAL BUDGET - \$60,000

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 was for Residential Rehabilitation Loans and \$972,083 was for Down Payment Assistance.

Apple Valley CalHome 2410-4210							
Code	Revenue Classification	Actual Revenue 2014-15	Actual Revenue 2015-16	Amended Budget 2016-17	Estimated Revenue 2016-17	% of Budget Received	Proposed Budget 2018-17
	BEGINNING FUND BALANCE	(481,656)	(873,973)	151,471	151,471		-
4255	Interest Earnings	(13)		-	-	0.00%	-
6829	10 Cal Home - 6694	110,242		-	-	0.00%	-
6830	11 Cal Home - 8828	649,711	382,572	-	-	0.00%	-
6831	12 Cal Home	-	576,915	-	-	0.00%	-
6885	Reuse - Cal Home	52,728	65,958	40,000	40,000	0.00%	60,000
	Total Revenues	812,668	1,025,445	40,000	40,000	100.0%	60,000
Code	Expenditure Classification	Actual Expense 2014-15	Actual Expense 2015-16	Amended Budget 2016-17	Estimated Expense 2016-17	% of Budget Expended	Proposed Budget 2018-17
7465	DAP 2010-2012			-	-	0.00%	-
7466	DAP 2012-2014	236,288		-	-	0.00%	-
7467	DAP 2014-2015	957,836		40,000	40,000	100.00%	60,000
7563	RRLP - 2012-2013	10,861		-	-	0.00%	-
7564	RRLP - 2013-2014	-	-	-	-	0.00%	-
7565	RRLP - 2014-2015	-	-	-	-	0.00%	-
9610	Transfer - 2411	-	-	-	-	0.00%	-
	Total Expenditures	1,204,985	-	40,000	40,000	100.0%	60,000
	ENDING FUND BALANCE	(873,973)	151,471	151,471	-	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 as well as all other amenities such as our dog park. 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. 2017-18 FTEs – 10.28.

**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. 2017-18 FTEs – 27.31

## 2017-2018 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. Due to budgetary constraints as well as efforts and requirements from the State regarding the drought. As a continued practice, this has caused the turf to become nutrient deficient and thinner, have a yellowish tint, increased weed growth and use the water less effectively. This practice has resulted in a 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 and regular maintenance.

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 2017-18 budget requests includes capital project request for a number of much needed maintenance and improvement projects. They include replacement fencing around the perimeter of Norm Schmidt Park and the Mendel Park well. Two projects at Horsemen's Center including SCADA and tank level controls for the well and replacing the electrical meter for the well. There is a request to slurry seal the James Woody Park parking lot and replacement of the front playground at James Woody. Additionally, there is a request to install a French drain system on the north perimeter of the pool deck. Lastly, there is a request for the design fees for the vehicle access road around the perimeter of Brewster Park.

**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.

Although the Town's large scale Special Event Programming has been a budgeted item within the Parks and Recreation Fund, for FY 17/18, the division will be coordinated within the Parks and Recreation Department as opposed to the PIO Department. The goal of 60% cost recovery for the Special Event program is still in place.

## 2016-2017 HIGHLIGHTS

- Resurfaced and installed new nets and windscreen at the Apple Valley Golf Course tennis Courts.
- Resurfaced the wood floors in the Auditorium at James A. Woody Community Center.
- Replaced lighting in the mini-gym at James A. Woody Community Center.
- Installed Basketball court and outdoor exercise equipment at Mendel Park.
- Resurfaced Basketball courts at Thunderbird Park and James A. Woody Community Center.
- Installed a new restroom at Thunderbird Park.
- Increased the participation for our Reverse Triathlon Event to 473 participants in 2016.
- Replaced and enhanced the lighting for Field #8 at James A. Woody Park.
- Held our 1<sup>st</sup> Annual Cardboard Boat Regatta and the event was a major success.
- Held a Poke-thon event and received over 300 participants. The event was well liked by Apple Valley patrons.

**2017-18 GOALS AND OBJECTIVES**

- Replacing the front playground equipment at James A. Woody Park.
- Work with partners to reduce consumption and increase efficiency in operations wherever possible.
- Start a Pickle Ball program.
- Implement an online registration program.
- Develop a formal cost recovery policy for all programming areas.
- Replace lighting in the Michael H. Martin Gymnasium.

- Install concrete border around the Yucca Loma playground.
- Exceed 500 participants at our Reverse Triathlon this year.
- Expand teen and senior programming.
- Increase Marketing for our rental facilities.
- 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 14-15	Actual FY 15-16	Estimated FY 16-17	Goal FY 17-18
Aquatic Center(AC) participants	77,579	78,500	80,000	80,000
Volunteer hours donated	4,850	5,250	5,750	6,000
After School participants	5,320	6,200	7,000	7,000
Park and Facility Rentals	11,300	11,875	12,000	12,000
Number of participants responding to Customer service surveys	NA	NA	500	600

<b>Department Performance Measures – Parks and Recreation</b>				
	Actual FY 14-15	Actual FY 15-16	Estimated FY 16-17	Goal FY 17-18
Success rate of classes and programs	90%	92.8%	94%	95%
Instructor Class Program Cost Recovery	90%	94.7%	92%	96%
% of Customer Survey Respondents rating our programs as good or better	NA	NA	97%	98.5%
% of Cost Recovery for large scale special events	62%	56%	45%	60%
% of program registrations occurring online	NA	NA	NA	25%
% of on-site evaluations completed	NA	NA	NA	25%
% of Staff Class visits	NA	NA	NA	25%



PARKS & RECREATION							
Code	Revenue Classification	Actual Revenue 2014-15	Actual Revenue 2015-16	Amended Budget 2016-17	Estimated Revenue 2016-17	% of Revenue Received	Proposed Budget 2017-18
BEGINNING FUND BALANCE		(6,435,005)	(6,637,633)	(6,554,612)	(6,554,612)		(6,637,633)
<b>Parks &amp; Recreation - Revenue</b>							
4020	Taxes	1,591,997	1,662,802	1,600,000	1,600,000	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	1,255	984	1,000	1,000	100.0%	1,000
4255	Interest Earnings (Expense)	(31,555)	-	-	-	0.0%	-
5540	Sponsorship Revenue	-	-	-	-	0.0%	-
5570	Misc Recreation Revenue	(484)	1,605	1,000	2,000	200.0%	1,200
5700	Rents	95,775	60,062	80,000	78,000	97.5%	80,000
6999	Transfer in - General Fund	688,530	830,677	1,011,701	1,011,701	100.0%	691,181
	<b>Sub-Total - General Revenues</b>	<b>2,345,517</b>	<b>2,556,130</b>	<b>2,693,701</b>	<b>2,692,701</b>	<b>100.0%</b>	<b>2,373,381</b>
6610	Adult Sports						
5020	Adult Basketball	7,731	5,801	7,200	7,269	101.0%	7,700
5030	Adult Basketball Tny	396.00	40	-	-	0.0%	-
5035	Adult Kickball	224.50	655	-	1,350.00	0.0%	2,700
5040	Adult Soccer	427.00	874	-	-	0.0%	-
5050	Open Gym	10,231	8,634	8,500	8,850	104.1%	8,867
5060	Softball	8,175	7,405	10,650	9,325	87.6%	8,520
	<b>Sub-Total - Adult Sports Revenue</b>	<b>27,184</b>	<b>23,409</b>	<b>26,350</b>	<b>26,794</b>	<b>101.7%</b>	<b>27,787</b>
6640	Civic Center Aquatics Complex						
5120	Apple Valley Swim Club	13,341	11,807	11,438	11,900	104.0%	11,602
5125	Concession Sales - Pool	5,080	5,415	5,500	5,950	108.2%	5,500
5130	CPR Challenge Course	(168)	(168)	-	-	0.0%	-
5140	Evening Lap Swim	2,167	2,059	1,140	1,140	100.0%	1,073
5145	Evening Rec Swim	5,332	7,113	6,750	8,000	118.5%	7,500
5150	Guard Start	727	950	1,000	1,000	100.0%	1,000
5155	Lifeguard Training	6,907	7,127	5,600	5,600	100.0%	6,000
5160	Morning Lap Swim	18,854	16,230	17,882	17,200	96.2%	17,900
5170	Open Rec Swim	29,680	34,263	33,400	35,000	104.8%	33,333
5175	Pool Rentals	58,626	58,873	54,500	56,400	103.5%	57,000
5180	Pool Special Events	5,076	6,025	8,155	7,225	88.6%	7,215
5185	Splash Dance	7,650	10,606	11,500	5,400	47.0%	-
5190	Swim Lessons	73,985	80,104	73,000	75,000	102.7%	77,500
5195	Water Aerobics	9,881	7,330	5,000	7,000	140.0%	12,000
5197	Water Polo	1,270	737	2,500	1,650	66.0%	-
	<b>Sub-Total - Civic Center Aquatics</b>	<b>238,407</b>	<b>248,471</b>	<b>237,365</b>	<b>238,465</b>	<b>100.5%</b>	<b>237,623</b>
6670	ASAP						
5510	After School Program	183,652	248,446	248,000	246,000	99.2%	280,000
	<b>Sub-Total - Afterschool Program</b>	<b>183,652</b>	<b>248,446</b>	<b>248,000</b>	<b>246,000</b>	<b>99.2%</b>	<b>280,000</b>
6730	Day Camp						
5255	Day Camp	41,127	45,081	37,000	31,500	85.1%	38,500
	<b>Sub-Total - Day Camp</b>	<b>41,127</b>	<b>45,081</b>	<b>37,000</b>	<b>31,500</b>	<b>85.1%</b>	<b>38,500</b>
6760	Instructor Classes						
5305	Academic Tots	22,921	21,592	19,000	21,860	115.1%	21,600
5315	Archery	352	690	-	-	0.0%	-
5320	Arts & Crafts	13,591	18,239	15,500	17,000	109.7%	25,745
5325	Ballet & Tap	4,570	16,480	14,500	7,100	49.0%	9,000
5330	Baton Twirling	2,348	2,442	2,000	1,875	93.8%	2,128
5335	Belly Dancing	1,261	2,096	1,400	1,500	107.1%	1,650
5345	Cheer-Tumbling	6,036	8,574	8,500	6,020	70.8%	6,972
5350	Child & Babysitting Safety	919	3,991	-	-	0.0%	-
5355	CPR & First Aid	6,244	1,887	4,500	2,500	55.6%	2,500
5360	Dog Obedience	3,530	-	2,900	1,105	38.1%	1,650

**PARKS & RECREATION**

Code	Revenue Classification	Actual Revenue 2014-15	Actual Revenue 2015-16	Amended Budget 2016-17	Estimated Revenue 2016-17	% of Revenue Received	Proposed Budget 2017-18
5365	Drivers Ed	410	750	720	350	48.6%	600
5370	Fencing	-	-	-	-	0.0%	-
5375	Golf Lessons	1,265	1,274	650	2,400	369.2%	2,000
5380	Guitar Lessons	2,631	3,196	2,500	3,700	148.0%	4,250
5390	Hip Hop Dance	(35)	-	-	-	0.0%	-
5393	Kenpo	-	-	-	-	0.0%	-
5395	Kindermusik	-	-	-	-	0.0%	-
5405	Low Impact Aerobics	11,852	10,103	11,100	7,200	64.9%	7,360
5410	Painting & Drawing	298	0	-	-	0.0%	-
5415	Parent & Tot	23,348	17,029	14,000	0	0.0%	5,000
5425	Preschool Art	187.00	-	-	-	0.0%	-
5430	Rent-A-Santa	1,402	1,256	1,000	0	0.0%	-
5435	Salsa & Latin Dance	-	-	-	-	0.0%	5,000
5465	Summer Camps	17,185	15,605	14,000	11,000	78.6%	3,000
5475	Tae Kwon Do	8,122	16,846	15,000	14,800	98.7%	14,350
5480	Tai Chi	4,853	9,506	8,000	9,100	113.8%	9,850
5485	Tennis	3,554	4,549	4,000	7,100	177.5%	8,280
5490	Tiny Tot Dance	1,616	-	-	-	0.0%	-
5495	Wrestling	-	-	-	-	0.0%	-
5498	Yoga	5,461	7,209	5,000	8,100	162.0%	8,448
5863	Cooking	-	-	-	-	0.0%	-
	<b>Sub-Total - Instructor Classes</b>	<b>143,918</b>	<b>163,314</b>	<b>144,270</b>	<b>122,710</b>	<b>85.1%</b>	<b>139,383</b>
6790	PIO Events						
5510	Community Yard Sales	2,545	2,640	1,000	1,000	100.0%	1,000
5515	Craft Fairs	2,960	2,820	2,000	2,000	100.0%	2,000
5525	Freedom Festival	5,820	5,495	6,000	6,000	100.0%	6,000
5535	Concerts in the Park	4,140	2,115	4,500	4,500	100.0%	4,500
5540	Sponsorship Revenue	5,550	8,105	-	-	0.0%	-
	<b>Sub-Total - PIO Events</b>	<b>21,015</b>	<b>21,175</b>	<b>13,500</b>	<b>13,500</b>	<b>100.0%</b>	<b>13,500</b>
6820	Recreation						
4143	Concession/Vending Sales	3,759.69	-	-	-	0.0%	-
6999	Transfer in - Quimby	-	-	-	-	0.0%	-
	<b>Sub-Total - Recreation</b>	<b>3,760</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>
6850	Rec Dept Events						
5602	Active Adults	-	-	-	-	-	-
5605	AV Idol	115	85	275	200	72.7%	240
5610	AV Most Talented Kid	347	600	400	317	79.3%	350
5620	Bunny Run	3,206	2,434	3,325	3,500	105.3%	3,350
5627	Cross Country Meet	164.00	173	525	333	63.4%	350
5630	Eggstravaganza	1,037	967	1,175	-	0.0%	-
5631	Farmer's Market	-	-	5,000	-	0.0%	-
5635	Firecracker Run	3,931	3,639	3,425	3,425	100.0%	3,450
5640	Haunted House	17	-	-	-	0.0%	-
5644	Healthy Apple Valley	415	1,212	1,000	600	0.0%	1,000
5645	Kiddie Carnival	857	0	-	-	-	-
5650	Mothers Day Tea Party	-	-	-	-	0.0%	-
5655	MudFest	999	40	1,170	0	0.0%	-
5665	Special Apples	407	550	740	458	61.9%	680
5669-5000	Teen Art Festival	-	-	375	-	0.0%	-
5670	Teen Events	260	164	-	-	-	510
5691	Toddler Olympics	-	118.56	480	350	72.9%	630
5680	Turkey 5K Run	2,696	3,646	2,750	4,000	145.5%	3,000
5687	Under Five Classes	-	-	2,880	1,200	41.7%	-
5690	Teen Zone	1,534	1,148	1,050	250	23.8%	775
	<b>Sub-Total - Rec Dept Events</b>	<b>15,985</b>	<b>14,776</b>	<b>24,570</b>	<b>14,633</b>	<b>59.6%</b>	<b>14,335</b>

**PARKS & RECREATION**

<b>Code</b>	<b>Revenue Classification</b>	<b>Actual Revenue 2014-15</b>	<b>Actual Revenue 2015-16</b>	<b>Amended Budget 2016-17</b>	<b>Estimated Revenue 2016-17</b>	<b>% of Revenue Received</b>	<b>Proposed Budget 2017-18</b>
6880	Rentals						
5615	Birthday Party Packages	-	-	-	-	0.0%	-
5700	Rentals	67,636	86,376	72,000	84,000	116.7%	86,500
5710	Lights	32,525	51,498	13,000	14,000	107.7%	14,500
5720	Parking Fee	44,710	56,536	42,000	14,000	33.3%	33,000
	<b>Sub-Total - Rentals</b>	<b>144,871</b>	<b>194,410</b>	<b>127,000</b>	<b>112,000</b>	<b>88.2%</b>	<b>134,000</b>
6940	User Groups						
5805	User Group Disposal Fees	1,469.53	3,813	1,000	2,000	200.0%	2,500
5810	Rents	21,014	31,258	28,500	23,000	80.7%	25,000
	<b>Sub-Total - User Groups Revenue</b>	<b>22,483</b>	<b>35,071</b>	<b>29,500</b>	<b>25,000</b>	<b>84.7%</b>	<b>27,500</b>
6970	Youth Sports						
5852	3 on 3 Soccer Tournament	168	-	-	-	0.0%	-
5855	Adventures in PW Sports	3,189	5,237	3,450	2,100	60.9%	3,027
5860	Basketball Tournament	430.00	-	-	-		-
5862	Coed Volleyball	2,173	3,080	3,420	3,500	102.3%	5,000
5865	Father Son Basketball Tournament	432	167	560	545	97.3%	420
5870	Winter Pee Wee/Hot Shots Basketball	6,757	3,936	3,910	4,235	108.3%	4,200
5872	Peewee Soccer	3,044	2,741	3,325	2,020	60.8%	-
5874	Summer Peewee/Hotshots Basketball	45	-	3,220	3,220	100.0%	2,800
5875	Summer Youth Basketball	7,835	9,362	10,700	10,700	100.0%	9,600
5885	T-Ball	3,420	3,223	3,680	0	0.0%	-
5890	Youth Basketball	19,043	17,973	18,500	21,250	114.9%	20,340
5895	Youth Track Meet	-	-	100	100	100.0%	100
	<b>Sub-Total-Youth Sports Revenue</b>	<b>46,535</b>	<b>45,718</b>	<b>50,865</b>	<b>47,670</b>	<b>93.7%</b>	<b>45,487</b>
	<b>Total Revenue - Parks and Rec</b>	<b>3,234,454</b>	<b>3,596,001</b>	<b>3,632,121</b>	<b>3,570,973</b>	<b>98.3%</b>	<b>3,331,496</b>

## PARKS & RECREATION

TOTAL BUDGET - \$3,331,496

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.

Reverse Triathlon 2016



PARKS & RECREATION 2510							
Code	Expenditure Classification	Actual Expense 2014-15	Actual Expense 2015-16	Amended Budget 2016-17	Estimated Expense 2016-17	% of Budget Expended	Proposed Budget 2017-18
<b>Parks &amp; Recreation - Expenditures</b>							
6110	Brewster Park						
	7010 Salaries & Wages	29,065	32,544	13,276	13,276	100.0%	35,843
	7020 Wages Part-Time	5,317	4,784	5,262	5,262	100.0%	9,902
	7030 Wages Overtime	64	176	-	-	0.0%	-
	7110 Cafeteria Benefits	6,855	7,489	2,115	2,115	100.0%	7,549
	7120 Deferred Comp	255	306	274	274	100.0%	286
	7140 RHS	-	159	65	65	100.0%	175
	7150 Medicare	511	573	269	269	100.0%	663
	7160 PERS	5,902	4,491	1,965	1,965	100.0%	4,557
	<b>Sub-Total Personnel</b>	<b>47,969</b>	<b>50,521</b>	<b>23,226</b>	<b>23,226</b>	<b>100.0%</b>	<b>58,975</b>
	7223 Disposal Services	444	417	500	500	100.0%	500
	7253 Mileage Exp/Allowance	198	131	-	-	#DIV/0!	-
	7295-0847 Utilities - Electricity Usage	4,913	4,194	4,000	4,000	100.0%	4,000
	7295-0849 Utilities - Water Usage	190,843	185,820	192,000	210,000	109.4%	210,000
	7367 Signing	-	-	50	50	100.0%	50
	7383 Vandalism Repairs	47	149	150	150	100.0%	150
	7655 Building Maintenance	-	14,082	-	-	0.0%	-
	7755 Grounds Maintenance	6,588	4,018	5,000	5,000	100.0%	5,000
	7760-2000 Playground Maintenance	834	202	1,200	1,200	100.0%	1,200
	7765-1000 Sports Field Maintenance	180	6,857	3,000	3,000	100.0%	3,000
	7770 Sports Field Light Maintenance	1,702	2,254	1,400	1,400	100.0%	1,400
	7775 Sports Field Lighting Usage	3,891	-	10,000	10,000	100.0%	10,000
	7780 Irrigation Supplies	4,565	948	4,000	4,000	100.0%	4,000
	9039 Equipment Rental	372	-	350	350	100.0%	350
	9300 Capital Projects	-	-	-	-	0.0%	-
	<b>Sub-Total - Brewster Park</b>	<b>262,547</b>	<b>269,594</b>	<b>244,876</b>	<b>262,876</b>	<b>107.4%</b>	<b>298,625</b>
6130	Civic Center Park						
	7010 Salaries & Wages	90,063	35,745	68,477	68,477	100.0%	70,390
	7020 Wages Part-Time	4,186	3,766	4,143	4,143	100.0%	7,796
	7030 Wages Overtime	418	111	-	-	0.0%	-
	7110 Cafeteria Benefits	29,464	9,924	18,653	18,653	100.0%	17,864
	7120 Deferred Compensation	255	306	274	274	100.0%	286
	7140 RHS	-	175	341	341	100.0%	348
	7150 Medicare	1,262	557	1,053	1,053	100.0%	1,134
	7160 PERS	14,110	5,270	5,975	5,975	100.0%	7,237
	<b>Sub-Total Personnel</b>	<b>139,758</b>	<b>55,854</b>	<b>98,916</b>	<b>98,916</b>	<b>100.0%</b>	<b>105,055</b>
	7223 Disposal Services	1,963	2,023	2,200	2,200	100.0%	2,200
	7253 Mileage Exp/Allowance	198	130	-	-	-	-
	7295-0849 Utilities - Water Usage	87,744	73,710	105,000	115,000	109.5%	120,000
	7310 Assessment District Costs	-	-	-	-	-	-
	7367 Signing	19	-	50	50	100.0%	50
	7383 Vandalism Repairs	-	-	400	400	100.0%	400
	7655 Building Maintenance	-	62	-	-	0.0%	-
	7755 Grounds Maintenance	15,249	7,149	10,000	10,000	100.0%	10,000
	7760-2000 Playground Maintenance	188	-	500	500	100.0%	500
	7765-1000 Sports Field Maintenance	-	2,580	-	-	0.0%	-
	7780 Irrigation Supplies	2,011	1,297	1,500	1,500	100.0%	1,500
	9039 Equipment Rental	-	-	250	250	100.0%	250
	9120 Capital Equipment	-	-	-	-	0.0%	-
	<b>Sub-Total - Civic Center Park</b>	<b>247,131</b>	<b>142,805</b>	<b>218,816</b>	<b>228,816</b>	<b>104.6%</b>	<b>239,955</b>

PARKS & RECREATION 2510							
Code	Expenditure Classification	Actual Expense 2014-15	Actual Expense 2015-16	Amended Budget 2016-17	Estimated Expense 2016-17	% of Budget Expended	Proposed Budget 2017-18
6150	Corwin Park						
	7010 Salaries & Wages	13,866	15,614	13,276	13,276	100.0%	18,088
	7020 Wages Part-Time	673	606	666	666	100.0%	1,253
	7030 Wages Overtime	25	27	-	-	0.0%	-
	7110 Cafeteria Benefits	2,577	2,785	2,115	2,115	100.0%	2,872
	7120 Deferred Compensation	255	306	274	274	100.0%	286
	7140 RHS	-	75	65	65	100.0%	86
	7150 Medicare	212	240	202	202	100.0%	280
	7160 PERS	2,727	3,011	1,967	1,967	100.0%	3,394
	<b>Sub-Total Personnel</b>	<b>20,334</b>	<b>22,664</b>	<b>18,565</b>	<b>18,565</b>	<b>100.0%</b>	<b>26,259</b>
	7223 Disposal Services	547	605	700	700	100.0%	700
	7253 Mileage Exp/Allowance	198	131	-	-	-	-
	7295-0847 Utilities - Electricity Usage	1,368	1,215	1,100	1,100	100.0%	1,100
	7295-0849 Utilities - Water Usage	28,709	21,917	30,000	30,000	100.0%	30,000
	7367 Signing	-	-	-	-	0.0%	-
	7383 Vandalism Repairs	-	1,123	100	100	100.0%	100
	7655 Building Maintenance	-	-	-	-	0.0%	-
	7755 Grounds Maintenance	1,328	-	1,500	1,500	100.0%	1,500
	7760-2000 Playground Maintenance	115	-	1,300	1,300	100.0%	1,300
	7780 Irrigation Supplies	312	311	200	500	250.0%	500
	9039 Equipment Rental	-	-	250	250	100.0%	250
	<b>Sub-Total - Corwin Park</b>	<b>52,912</b>	<b>47,965</b>	<b>53,715</b>	<b>54,015</b>	<b>100.6%</b>	<b>61,709</b>
6190	Parks Ground Operations						
	7025 Part-Time Sick Leave	-	104	-	-	-	-
	7150 Medicare	-	2	-	-	-	-
	7180 Uniform Expenses	4,155	4,309	5,000	5,000	100.0%	5,000
	7229 Education & Training	535	965	950	950	100.0%	-
	7241 Meetings & Conferences	425	286	-	-	-	-
	7247 Memberships & Dues	105	63	300	300	100.0%	-
	7253 Mileage Exp/Allowance	-	-	-	-	-	-
	7259 Misc Costs	26	-	200	200	100.0%	200
	7265 Office Supplies	-	3	-	-	0.0%	-
	7277 Printing	-	-	-	-	-	-
	7295-0109 Utilities-Phones	8,543	9,874	6,000	6,000	100.0%	6,000
	7295-0847 Utilities-Electricity Usage	4,921	5,227	5,000	5,000	100.0%	5,000
	7330 Hardware/Software Supplies/Exp	-	-	100	100	100.0%	100
	7360 Safety & Security	970	569	500	500	100.0%	500
	7375 Staff Services	-	-	-	-	0.0%	-
	7383 Vandalism Repairs	-	-	-	-	0.0%	-
	7655 Building Maintenance	-	-	-	-	-	-
	7755 Grounds Maint	-	-	-	-	-	-
	7780 Sprinkler Supplies	-	-	-	-	-	-
	7970 Small tools	4,731	2,997	4,000	4,000	100.0%	4,000
	8940 Contract Services	-	-	5,000	5,000	100.0%	5,000
	9013 Communications Equip	-	127	-	-	-	-
	9026 Equipment Maintenance	10,796	3,482	15,000	15,000	100.0%	15,000
	9052 Gasoline, Diesel, Oil	39,154	31,015	50,000	50,000	100.0%	50,000
	9078 Safety Equipment	548	103	1,000	1,500	150.0%	1,500
	9091 Vehicle Maintenance	10,194	6,590	12,000	12,000	100.0%	13,000
	9120 Capital Equipment	87,238	-	-	-	0.0%	3,750
	9999 Transfer - 5010	21,964	-	-	-	-	-
	9999 Administrative Overhead	422,924	455,148	448,842	448,842	100.0%	-
	<b>Sub-Total - Parks Grounds Operations</b>	<b>617,229</b>	<b>520,862</b>	<b>553,892</b>	<b>554,392</b>	<b>100.1%</b>	<b>109,050</b>
6210	Horsemen's Center						
	7010 Salaries & Wages	28,164	31,484	12,192	12,192	100.0%	34,731
	7020 Wages Part-Time	3,805	3,423	3,765	3,765	100.0%	7,086
	7030 Wages Overtime	62	172	-	-	0.0%	-
	7110 Cafeteria Benefits	6,502	7,111	1,736	1,736	100.0%	7,252
	7120 Deferred Compensation	255	306	274	274	100.0%	286
	7140 RHS	-	153	60	60	100.0%	169
	7150 Medicare	479	539	231	231	100.0%	606
	7160 PERS	5,801	4,362	1,875	1,875	100.0%	4,464
	<b>Sub-Total Personnel</b>	<b>45,068</b>	<b>47,550</b>	<b>20,133</b>	<b>20,133</b>	<b>100.0%</b>	<b>54,594</b>

PARKS & RECREATION 2510							
Code	Expenditure Classification	Actual Expense 2014-15	Actual Expense 2015-16	Amended Budget 2016-17	Estimated Expense 2016-17	% of Budget Expended	Proposed Budget 2017-18
	7180 Uniforms	33		-	-	0.0%	-
	7223 Disposal	572	143	750	750	100.0%	750
	7253 Mileage Exp/Allowance	198	131	-	-		-
	7295-0847 Utilities - Electricity Usage	8,922	7,102	8,000	8,000	100.0%	8,000
	7295-0849 Utilities - Water Usage	2,059	2,029	500	500	100.0%	500
	7367 Signing	-	-	100	100	100.0%	100
	7383 Vandalism Repairs	161	-	150	150	100.0%	150
	7655 Building Maintenance	-	-	500	500	100.0%	500
	7755 Grounds Maintenance	2,890	7,811	3,500	3,500	100.0%	3,500
	7760-2000 Playground Maintenance	1,247		500	500	100.0%	500
	7765-1000 Sports Field Maintenance	-	-	500	500	100.0%	500
	7770 Sports Field Light Maintenance	-	-	250	250	100.0%	250
	7780 Irrigation Supplies	1,762	30,015	1,500	4,000	266.7%	4,000
	9039 Equipment Rental	-	-	350	350	100.0%	350
	9300 Capital Projects	-	-	-	-	0.0%	-
	<b>Sub-Total - Horsemen's Center</b>	<b>62,912</b>	<b>94,782</b>	<b>36,733</b>	<b>39,233</b>	<b>106.8%</b>	<b>73,694</b>
6230	James Woody Community Center Park						
	7010 Salaries & Wages	39,307	41,836	71,435	71,435	100.0%	45,855
	7020 Wages Part-Time	16,848	8,336	17,280	17,280	100.0%	22,270
	7130 Wages Overtime	23	22	-	-	0.0%	-
	7110 Cafeteria Benefits	10,447	10,627	18,561	18,561	100.0%	10,985
	7120 Deferred Compensation	255	306	274	274	100.0%	286
	7140 RHS	-	205	356	356	100.0%	225
	7150 Medicare	848	773	1,286	1,286	100.0%	988
	7160 PERS	4,989	5,265	5,759	5,759	100.0%	5,194
	<b>Sub-Total Personnel</b>	<b>72,717</b>	<b>67,369</b>	<b>114,951</b>	<b>114,951</b>	<b>100.0%</b>	<b>85,803</b>
	7223 Disposal Services	2,296	2,628	4,900	4,900	100.0%	4,900
	7253 Mileage Exp/Allowance	198	131	-	-		-
	7295-0847 Utilities - Electricity Usage	2,750	2,235	3,300	3,300	100.0%	3,300
	7295-0849 Utilities - Water Usage	52,399	101,641	120,000	120,000	100.0%	120,000
	7310 Assessment District Costs	3,547	1,939	3,900	3,900	100.0%	3,900
	7367 Signing	-	-	100	100	100.0%	100
	7383 Vandalism Repairs	32	-	1,000	1,000	100.0%	1,000
	7655 Building Maintenance	-	-	-	-	0.0%	-
	7755 Grounds Maintenance	7,770	6,766	6,250	7,500	120.0%	7,500
	7760-2000 Playground Maintenance	2,369	306	2,200	2,200	100.0%	2,200
	7765-1000 Sports Field Maintenance	891	2,405	2,500	2,500	100.0%	2,500
	7770 Sports Field Lighting Maintenance	8,111	1,535	2,000	2,000	100.0%	2,000
	7775 Sports Field Lighting Usage	6,288	3,231	6,500	6,500	100.0%	6,500
	7780 Irrigation Supplies	3,519	592	3,200	3,200	100.0%	3,200
	9039 Equipment Rental	-	-	250	250	100.0%	250
	9300 Capital Equipment	-	-	-	-	0.0%	-
	9418-5000 James Woody Park Damage 2013	-	-	-	-	0.0%	-
	<b>Sub-Total - J Woody Comm Center Park</b>	<b>162,887</b>	<b>190,781</b>	<b>271,051</b>	<b>272,301</b>	<b>100.5%</b>	<b>243,153</b>
6250	Lions Park						
	7010 Salaries & Wages	12,964	14,555	12,192	12,192	100.0%	16,975
	7020 Wages Part-Time	296	266	293	293	100.0%	552
	7030 Wages Overtime	23	22	-	-	0.0%	-
	7110 Cafeteria Benefits	2,224	2,409	1,736	1,736	100.0%	2,575
	7120 Deferred Compensation	255	306	274	274	100.0%	286
	7140 RHS	-	69	60	60	100.0%	81
	7150 Medicare	195	223	181	181	100.0%	254
	7160 PERS	2,627	2,891	1,875	1,875	100.0%	3,299
	<b>Sub-Total Personnel</b>	<b>18,585</b>	<b>20,742</b>	<b>16,611</b>	<b>16,611</b>	<b>100.0%</b>	<b>24,022</b>

PARKS & RECREATION 2510							
Code	Expenditure Classification	Actual Expense 2014-15	Actual Expense 2015-16	Amended Budget 2016-17	Estimated Expense 2016-17	% of Budget Expended	Proposed Budget 2017-18
	7223 Disposal Services	602	683	700	700	100.0%	700
	7253 Mileage Exp/Allowance	198	131	-	-		-
	7295-0847 Utilities - Electricity Usage	313	309	300	300	100.0%	300
	7295-0848 Utilities - Water Usage	12,272	7,131	12,000	12,000	100.0%	12,000
	7755 Grounds Maintenance	377	609	600	600	100.0%	600
	7780 Irrigation Supplies	40	73	120	250	208.3%	250
	<b>Sub-Total - Lions Park</b>	<b>32,387</b>	<b>29,677</b>	<b>30,331</b>	<b>30,461</b>	<b>100.4%</b>	<b>37,872</b>
6270	Mendel Park						
	7010 Salaries & Wages	25,565	27,198	25,771	25,771	100.0%	28,952
	7020 Wages Part-Time	673	606	666	666	100.0%	1,253
	7030 Wages Overtime	23	22	-	-	0.0%	-
	7110 Cafeteria Benefits	5,330	4,820	4,828	4,828	100.0%	5,662
	7120 Deferred Compensation	255	306	274	274	100.0%	286
	7140 RHS	-	128	128	128	100.0%	140
	7150 Medicare	388	416	383	383	100.0%	438
	7160 PERS	5,600	6,632	5,364	5,364	100.0%	4,085
	<b>Sub-Total Personnel</b>	<b>37,834</b>	<b>40,126</b>	<b>37,414</b>	<b>37,414</b>	<b>100.0%</b>	<b>40,816</b>
	7223 Disposal Services	836	935	900	900	100.0%	900
	7253 Mileage Exp/Allowance	198	131	-	-		-
	7295-0847 Utilities - Electricity Usage	7,694	6,564	6,600	6,600	100.0%	6,600
	7295-0849 Utilities - Water Usage	1,758	419	150	150	100.0%	150
	7367 Signing	-	-	-	-	0.0%	-
	7383 Vandalism Repairs	-	-	150	150	100.0%	150
	7755 Grounds Maintenance	2,298	4,835	5,000	5,000	100.0%	5,000
	7760-2000 Playground Maintenance	262	1,786	1,250	1,250	100.0%	1,250
	7765-1000 Sports Field Maintenance	-	5	500	500	100.0%	500
	7770 Sports Fields Light Maintenance	365	-	-	-	0.0%	-
	7780 Irrigation Supplies	664	160	750	750	100.0%	750
	9039 Equipment Rental	-	-	150	150	100.0%	150
	9300 Capital Projects	-	-	-	-	0.0%	-
	<b>Sub-Total - Mendel Park</b>	<b>51,910</b>	<b>54,961</b>	<b>52,864</b>	<b>52,864</b>	<b>100.0%</b>	<b>56,266</b>
6290	Cramer Family Park						
	7295-0847 Utilities - Electricity Usage	74	-	-	-	0.0%	-
	7310 Assessment District Costs	-	-	-	-	0.0%	-
	<b>Sub-Total - Cramer Family Park</b>	<b>74</b>	<b>0</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>
6310	Schmidt Park						
	7010 Salaries & Wages	25,565	27,199	25,771	25,771	100.0%	28,976
	7020 Wages Part-Time	583	524	577	577	100.0%	1,086
	7030 Wages Overtime	23	22	-	-	0.0%	-
	7110 Cafeteria Benefits	5,330	4,820	4,828	4,828	100.0%	5,662
	7120 Deferred Compensation	255	306	274	274	100.0%	286
	7140 RHS	-	128	128	128	100.0%	141
	7150 Medicare	387	414	382	382	100.0%	436
	7160 PERS	5,600	6,631	5,364	5,364	100.0%	4,086
	<b>Sub-Total Personnel</b>	<b>37,743</b>	<b>40,045</b>	<b>37,324</b>	<b>37,324</b>	<b>100.0%</b>	<b>40,673</b>
	7223 Disposal Services	753	935	900	900	100.0%	900
	7253 Mileage Exp/Allowance	198	131	-	-		-
	7295-0847 Utilities - Electricity Usage	363	356	450	450	100.0%	450
	7295-0849 Utilities - Water Usage	18,432	29,318	34,000	34,000	100.0%	34,000
	7367 Signing	-	-	-	-	0.0%	-
	7383 Vandalism Repairs	-	427	100	100	100.0%	100
	7755 Grounds Maintenance	699	-	1,000	1,000	100.0%	1,000
	7760-2000 Playground Maintenance	12	-	150	2,000	1333.3%	1,000
	7780 Irrigation Supplies	316	139	250	250	100.0%	250
	9039 Equipment Rental	-	-	150	150	100.0%	150
	9300 Capital Projects	-	-	0	0	0.0%	3,000
	<b>Sub-Total - Schmidt Park</b>	<b>58,516</b>	<b>71,351</b>	<b>74,324</b>	<b>76,174</b>	<b>102.5%</b>	<b>81,523</b>



PARKS & RECREATION 2510							
Code	Expenditure Classification	Actual Expense 2014-15	Actual Expense 2015-16	Amended Budget 2016-17	Estimated Expense 2016-17	% of Budget Expended	Proposed Budget 2017-18
6330	Sycamore Rocks Park						
7010	Salaries & Wages	13,866	15,614	13,276	13,276	100.0%	18,087
7020	Wages Part-Time	1,709	1,543	1,691	1,691	100.0%	3,197
7030	Wages Overtime	25	27	-	-	0.0%	
7110	Cafeteria Benefits	2,577	2,785	2,115	2,115	100.0%	2,872
7120	Deferred Compensation	255	306	274	274	100.0%	286
7140	RHS	-	75	65	65	100.0%	86
7150	Medicare	227	256	192	192	100.0%	309
7160	PERS	2,728	3,020	1,967	1,967	100.0%	3,394
	<b>Sub-Total Personnel</b>	<b>21,387</b>	<b>23,625</b>	<b>19,580</b>	<b>19,580</b>	<b>100.0%</b>	<b>28,231</b>
7223	Disposal Services	836	965	950	950	100.0%	950
7253	Mileage Exp/Allowance	198	131	-	-		-
7295-0849	Utilities - Water Usage	333	280	700	700	100.0%	700
7383	Vandalism Repairs	-	-	400	400	100.0%	400
7755	Grounds Maintenance	1,786	1,127	5,000	5,000	100.0%	5,000
7760-2000	Playground Maintenance	23	135	750	750	100.0%	750
7780	Irrigation Supplies	832	257	400	400	100.0%	400
9039	Equipment Rental	-	-	250	250	100.0%	250
	<b>Sub-Total - Sycamore Rocks Park</b>	<b>25,396</b>	<b>26,519</b>	<b>28,030</b>	<b>28,030</b>	<b>100.0%</b>	<b>36,681</b>
6350	3-Diamond Skate Park						
7010	Salaries & Wages	2,927	3,031	6,755	6,755	100.0%	3,287
7020	Wages Part-Time	171	481	149	149	100.0%	1,044
7030	Wages Overtime	-	-	-	-	0.0%	
7110	Cafeteria Benefits	914	913	1,870	1,870	100.0%	935
7140	RHS	-	15	34	34	100.0%	16
7150	Medicare	48	55	100	100	100.0%	63
7160	PERS	191	264	443	443	100.0%	216
	<b>Sub-Total Personnel</b>	<b>4,251</b>	<b>4,759.71</b>	<b>9,351</b>	<b>9,351</b>	<b>100.0%</b>	<b>5,561</b>
7367	Signing	-	-	100	100	100.0%	100
7383	Vandalism Repairs	-	73	300	300	100.0%	300
7755	Grounds Maintenance	-	-	-	-	0.0%	-
	<b>Sub-Total - 3-Diamond Skate Park</b>	<b>4,251</b>	<b>4,833</b>	<b>9,751</b>	<b>9,751</b>	<b>100.0%</b>	<b>5,961</b>
6370	Thunderbird Park						
7010	Salaries & Wages	13,866	15,614	13,276	13,276	100.0%	18,087
7020	Wages Part-Time	2,243	2,019	2,220	2,220	100.0%	4,178
7030	Wages Overtime	25	27	-	-	0.0%	
7110	Cafeteria Benefits	2,577	2,785	2,115	2,115	100.0%	2,872
7120	Deferred Compensation	255	306	274	274	100.0%	286
7140	RHS	-	75	65	65	100.0%	86
7150	Medicare	235	263	225	225	100.0%	323
7160	PERS	2,729	3,024	1,967	1,967	100.0%	3,394
	<b>Sub-Total Personnel</b>	<b>21,930</b>	<b>24,111</b>	<b>20,142</b>	<b>20,142</b>	<b>100.0%</b>	<b>29,226</b>
7223	Disposal Services	836	1,022	1,000	1,000	100.0%	500
7253	Mileage Exp/Allowance	198	131	-	-		-
7295-0847	Utilities - Electricity Usage	380	312	750	750	100.0%	750
7295-0849	Utilities - Water Usage	37,104	29,274	40,000	40,000	100.0%	40,000
7383	Vandalism Repairs	-	-	100	100	100.0%	100
7755	Grounds Maintenance	1,237	1,029	1,000	5,000	500.0%	1,500
7760-2000	Playground Maintenance	114	-	200	200	100.0%	200
7780	Irrigation Supplies	595	302	500	500	100.0%	500
9039	Equipment Rental	-	-	150	150	100.0%	150
	<b>Sub-Total - Thunderbird Park</b>	<b>62,395</b>	<b>56,181</b>	<b>63,842</b>	<b>67,842</b>	<b>106.3%</b>	<b>72,926</b>

PARKS & RECREATION 2510							
Code	Expenditure Classification	Actual Expense 2014-15	Actual Expense 2015-16	Amended Budget 2016-17	Estimated Expense 2016-17	% of Budget Expended	Proposed Budget 2017-18
6380	Virginia Park						
	7010 Salaries & Wages	13,866	15,614	13,276	13,276	100.0%	18,088
	7020 Wages Part-Time	673	606	666	666	100.0%	1,253
	7030 Wages Overtime	25	27	-	-	0.0%	-
	7110 Cafeteria Benefits	2,577	2,785	2,115	2,115	100.0%	2,872
	7120 Deferred Compensation	255	306	274	274	100.0%	286
	7140 RHS	-	75	65	65	100.0%	86
	7150 Medicare	212	242	202	202	100.0%	280
	7160 PERS	2,727	3,012	1,967	1,967	100.0%	3,394
	<b>Sub-Total Personnel</b>	<b>20,334</b>	<b>22,666</b>	<b>18,565</b>	<b>18,565</b>	<b>100.0%</b>	<b>26,259</b>
	7223 Disposal Services	836	935	900	900	100.0%	900
	7253 Mileage Exp/Allowance	198	131	-	-	-	-
	7295-0849 Utilities - Water Usage	32,001	21,196	34,000	34,000	100.0%	34,000
	7367 Signing	-	-	-	-	0.0%	-
	7383 Vandalism Repairs	-	-	50	50	100.0%	50
	7755 Grounds Maintenance	759	535	1,000	1,000	100.0%	1,000
	7760-2000 Playground Maintenance	23	231	500	500	100.0%	500
	7780 Irrigation Supplies	276	305	300	300	100.0%	300
	9039 Equipment Rental	-	-	150	150	100.0%	150
	<b>Sub-Total - Virginia Park</b>	<b>54,429</b>	<b>45,999</b>	<b>55,465</b>	<b>55,465</b>	<b>100.0%</b>	<b>63,159</b>
6390	Yucca Loma Park						
	7010 Salaries & Wages	25,973	27,604	26,194	26,194	100.0%	29,368
	7020 Wages Part-Time	309	243	309	309	100.0%	531
	7030 Wages Overtime	23	22	-	-	0.0%	-
	7110 Cafeteria Benefits	5,431	4,899	4,925	4,925	100.0%	5,764
	7120 Deferred Compensation	255	305	274	274	100.0%	286
	7140 RHS	-	130	130	130	100.0%	142
	7150 Medicare	388	413	384	384	100.0%	434
	7160 PERS	5,694	6,741	5,471	5,471	100.0%	4,113
	<b>Sub-Total Personnel</b>	<b>38,073</b>	<b>40,358</b>	<b>37,687</b>	<b>37,687</b>	<b>100.0%</b>	<b>40,638</b>
	7223 Disposal Services	651	586	600	600	100.0%	600
	7253 Mileage Exp/Allowance	198	131	-	-	-	-
	7295-0849 Utilities - Water Usage	12,176	9,709	15,000	15,000	100.0%	15,000
	7383 Vandalism Repairs	-	-	50	50	100.0%	50
	7755 Grounds Maintenance	714	530	1,200	1,200	100.0%	1,200
	7760-2000 Playground Maintenance	12	-	1,600	1,600	100.0%	1,600
	7780 Irrigation Supplies	276	160	300	300	100.0%	300
	9039 Equipment Rental	-	-	150	150	100.0%	150
	<b>Sub-Total - Yucca Loma Park</b>	<b>52,101</b>	<b>51,473</b>	<b>56,587</b>	<b>56,587</b>	<b>100.0%</b>	<b>59,538</b>
6401	Community Service Facilities Ops						
	7010 Salaries & Wages	10,642	10,933	10,477	10,477	100.0%	10,762
	7110 Cafeteria Benefits	1,423	1,301	1,333	1,333	100.0%	1,329
	7120 Deferred Comp	243	258	256	256	100.0%	262
	7140 RHS	-	53	52	52	100.0%	54
	7150 Medicare	147	150	152	152	100.0%	156
	7160 PERS	2,086	3,035	2,302	2,302	100.0%	2,538
	<b>Sub-Total Personnel</b>	<b>14,540</b>	<b>15,728</b>	<b>14,572</b>	<b>14,572</b>	<b>100.0%</b>	<b>15,101</b>
	7180 Uniform Expense	747	1,333	1,250	1,150	92.0%	1,250
	7229 Education & Training	-	685	279	0	0.0%	400
	7259 Miscellaneous	-	1	100	100	100.0%	100
	7330 Hardware/Software Supplies/Ext	80	-	-	-	-	-
	7360 Safety & Security	-	-	100	100	100.0%	100
	7970 Small Tools	913	1,768	900	900	100.0%	1,000
	9013 Communications Equipment	-	-	100	100	0.0%	100
	9052 Gasoline, Diesel, Oil	4,576	5,422	7,500	5,100	68.0%	5,500
	9078 Safety Equipment	15	225	100.00	100.00	150.0%	100
	9091 Vehicle Maintenance	4,020	3,838	4,000	4,000	100.0%	4,000
	<b>Sub-Total - Community Services Facilities O</b>	<b>24,892</b>	<b>29,000</b>	<b>28,901</b>	<b>26,122</b>	<b>90.4%</b>	<b>27,651</b>

PARKS & RECREATION 2510							
Code	Expenditure Classification	Actual Expense 2014-15	Actual Expense 2015-16	Amended Budget 2016-17	Estimated Expense 2016-17	% of Budget Expended	Proposed Budget 2017-18
6410	Brewster - Facilities						
7010	Salaries & Wages	3,656	4,146	2,830	2,830	100.0%	2,879
7020	Wages Part-Time	757	984	679	679	100.0%	-
7030	Wages Overtime	54	61	-	-	0.0%	-
7110	Cafeteria Benefits	764	821	643	643	100.0%	567
7140	RHS	-	19	14	14	100.0%	14
7150	Medicare	65	75	51	51	100.0%	42
7160	PERS	887	1,383	783	783	100.0%	797
	Sub-Total Personnel	6,182	7,489	5,000	5,000	100.0%	4,299
7383	Vandalism Repairs	270	82	400	400	100.0%	400
7655	Building Maintenance	33	1,117	400	400	100.0%	600
	Sub-Total - Brewster - Facilities	6,484	8,688	5,800	5,800	100.0%	5,299
6430	Civic Center -Facilities						
7010	Salaries & Wages	-	-	1,945	1,945	-	2,879
7030	Wages Overtime	-	-	-	-	-	-
7110	Cafeteria Benefits	-	-	406	406	-	567
7140	RHS	-	-	10	10	-	14
7150	Medicare	-	-	28	28	-	42
7160	PERS	-	-	501	501	-	797
	Sub-Total Personnel	-	-	2,890	2,890	0.0%	4,299
7383	Vandalism Repairs	79	613	600	600	-	600
7655	Building Maintenance	(1,736)	1,988	800	1,200	150.0%	1,250
	Sub-Total - Civic Center Amphitheater	(1,656)	2,601	4,290	4,690	109.3%	6,149
6450	Corwin Park - Facilities						
7010	Salaries & Wages	2,375	2,827	2,830	2,830	100.0%	2,879
7020	Wages Part-Time	757	984	679	679	100.0%	-
7030	Wages Overtime	27	31	-	-	0.0%	-
7110	Cafeteria Benefits	550	603	643	643	100.0%	567
7140	RHS	-	14	14	14	100.0%	14
7150	Medicare	46	55	51	51	100.0%	42
7160	PERS	607	977	783	783	100.0%	797
	Sub-Total Personnel	4,361	5,491	5,000	5,000	100.0%	4,299
7383	Vandalism Repairs	-	-	-	-	0.0%	-
7655	Building Maintenance	-	1,273	250	480	192.0%	500
	Sub-Total - Corwin Park - Facilities	4,361	6,764	5,250	5,480	104.4%	4,799
6460	Thunderbird Park - Facilities						
7010	Salaries & Wages	-	-	-	-	0.0%	1,663
7020	Wages Part-Time	-	-	-	-	0.0%	-
7030	Wages Overtime	-	-	-	-	0.0%	-
7110	Cafeteria Benefits	-	-	-	-	0.0%	286
7140	RHS	-	-	-	-	0.0%	8
7150	Medicare	-	-	-	-	0.0%	24
7160	PERS	-	-	-	-	0.0%	460
	Sub-Total Personnel	0	0	0	0	0.0%	2,441
7383	Vandalism Repairs	-	-	-	-	0.0%	250
7655	Building Maintenance	-	-	0	0	0.0%	250
	Sub-Total - Thunderbird Park - Facilities	0	0	0	0	0.0%	2,941
6510	Horsemen's - Facilities						
7010	Salaries & Wages	2,980	3,460	2,830	2,830	100.0%	2,879
7020	Wages Part-Time	757	984	679	679	100.0%	-
7030	Wages Overtime	54	61	-	-	0.0%	-
7110	Cafeteria Benefits	669	727	643	643	100.0%	567
7140	RHS	-	16	14	14	100.0%	14
7150	Medicare	55	65	51	51	100.0%	42
7130	PERS	739	1,170	783	783	100.0%	797
	Sub-Total Personnel	5,253	6,483	5,000	5,000	100.0%	4,299
7383	Vandalism Repairs	21	-	250	475	190.0%	500
7655	Building Maintenance	799	550	250	400	160.0%	500
	Sub-Total - Horsemen's - Facilities	6,073	7,032	5,500	5,875	106.8%	5,299
6531	Community Center						
7010	Salaries & Wages	44,319	47,027	43,473	43,473	100.0%	40,882
7020	Wages Part-Time	6,468	7,421	6,338	6,338	100.0%	7,426

PARKS & RECREATION 2510							
Code	Expenditure Classification	Actual Expense 2014-15	Actual Expense 2015-16	Amended Budget 2016-17	Estimated Expense 2016-17	% of Budget Expended	Proposed Budget 2017-18
	7030 Wages Overtime	396	430	-	-	0.0%	-
	7110 Cafeteria Benefits	11,523	10,456	10,263	10,263	100.0%	8,120
	7140 RHS	-	226	217	217	100.0%	203
	7150 Medicare	734	784	722	722	100.0%	700
	7160 PERS	10,743	15,808	11,690	11,690	100.0%	11,951
	Sub-Total Personnel	74,183	82,153	72,703	72,703	100.0%	69,282
	7223 Disposal Services	96	764	-	-	0.0%	-
	7295-0847 Utilities - Electricity Usage	11,954	12,493	14,500	13,000	89.7%	13,500
	7295-0848 Utilities - Natural Gas Usage	3,264	4,303	3,700	3,700	100.0%	3,750
	7295-0849 Utilities - Water Usage	736	473	600	560	93.3%	600
	7360 Safety & Security	1,006	1,237	1,100	1,250	113.6%	1,300
	7383 Vandalism Repairs	-	-	-	-	-	-
	7655 Building Maintenance	7,526	14,632	12,250	13,500	110.2%	14,000
	7675 Equipment Maintenance	-	-	500	500	100.0%	500
	9039 Equipment Rental	-	-	250	250	100.0%	250
	9079 Safety Equipment	-	-	-	-	-	-
	9300 Capital Projects	-	-	-	-	-	-
	Sub-Total - Community Center	98,764	116,056	105,603	105,463	99.9%	103,182
6532	Community Center Gymnasium						
	7010 Salaries & Wages	34,426	37,406	35,066	35,066	100.0%	35,203
	7020 Wages Part-Time	3,234	3,711	3,169	3,169	100.0%	3,713
	7030 Wages Overtime	285	307	-	-	0.0%	-
	7110 Cafeteria Benefits	8,964	8,312	8,270	8,270	100.0%	6,897
	7140 RHS	-	180	175	175	100.0%	174
	7150 Medicare	544	594	554	554	100.0%	564
	7160 PERS	8,158	12,376	9,267	9,267	100.0%	10,063
	Sub-Total Personnel	55,611	62,884	56,501	56,501	100.0%	56,614
	7223 Disposal Services	115	1,394	200	1,400	700.0%	1,425
	7295-0847 Utilities - Electricity Usage	17,592	18,135	23,500	20,000	85.1%	21,500
	7295-0848 Utilities - Natural Gas Usage	2,418	3,333	3,500	3,500	100.0%	3,650
	7360 Safety & Security	-	-	100	100	100.0%	100
	7655 Building Maintenance	3,770	1,743	4,000	4,900	122.5%	5,000
	9026 Equipment Maintenance	-	-	300	300	100.0%	300
	9039 Equipment Rental	-	479	250	250	100.0%	250
	9300 Capital Projects	-	-	-	-	-	-
	Sub-Total - CC Gymnasium	79,505	87,969	88,351	86,951	98.4%	88,839
6533	Community Center PAL Center						
	7010 Salaries & Wages	1,557	1,578	2,449	2,449	100.0%	2,106
	7110 Cafeteria Benefits	336	332	585	585	100.0%	380
	7140 RHS	-	8	12	12	100.0%	10
	7150 Medicare	22	23	36	36	100.0%	31
	7160 PERS	357	515	629	629	100.0%	583
	Sub-Total Personnel	2,273	2,456	3,711	3,711	100.0%	3,110
	7295-0847 Utilities - Electricity Usage	307	304	700.00	350.00	50.0%	700
	7383 Vandalism Repairs	-	-	150.00	150.00	100.0%	150
	7655 Building Maintenance	-	-	2,350.00	200.00	8.5%	2,000
	Sub-Total - Community Center PAL Center	2,580	2,760	6,911	4,411	63.8%	5,960
6534	James Woody Park - Facilities						
	7010 Salaries & Wages	5,607	6,443	6,986	6,986	100.0%	6,458
	7020 Wages Part-Time	2,010	2,602	1,811	1,811	100.0%	1,857
	7030 Wages Overtime	55	61	-	-	0.0%	-
	7110 Cafeteria Benefits	1,461	1,492	1,644	1,644	100.0%	1,321
	7140 RHS	-	31	35	35	100.0%	32
	7150 Medicare	109	131	128	128	100.0%	121
	7160 PERS	1,472	2,280	1,945	1,945	100.0%	1,945
	Sub-Total Personnel	10,714	13,040	12,549	12,549	100.0%	11,734
	7383 Vandalism Repairs	-	-	500	500	450.0%	500
	7655 Building Maintenance	4,781	2,201	2,000	2,000	100.0%	500
	Sub-Total - James Woody Park - Facilities	15,496	15,241	15,049	15,049	100.0%	12,734

PARKS & RECREATION 2510							
Code	Expenditure Classification	Actual Expense 2014-15	Actual Expense 2015-16	Amended Budget 2016-17	Estimated Expense 2016-17	% of Budget Expended	Proposed Budget 2017-18
6610	Adult Sports						
7010	Salaries & Wages	15,001	13,144	8,253	8,253	100.0%	15,189
7020	Wages Part-Time	9,907	9,882	10,719	10,719	100.0%	8,856
7030	Wages Overtime	1	-	-	-	0.0%	-
7110	Cafeteria Benefits	2,560	2,257	1,700	1,700	100.0%	3,452
7120	Deferred Compensation	161	132	37	37	100.0%	148
7140	RHS	-	64	41	41	100.0%	76
7150	Medicare	369	339	275	275	100.0%	349
7160	PERS	5,139	6,236	3,208	3,208	100.0%	5,113
	<b>Sub-Total Personnel</b>	<b>33,138</b>	<b>32,054</b>	<b>24,233</b>	<b>24,233</b>	<b>100.0%</b>	<b>33,183</b>
8026	Adult Basketball	4,210	3,240	4,164	4,164	100.0%	4,155
8050	Open Gym	80	30	200	200	100.0%	200
8062	Softball	4,201	2,928	6,484	6,484	100.0%	6,000
8030	Kickball	-	-	-	-	-	2,200
8086	Volleyball	-	-	-	-	0.0%	-
	<b>Sub-Total - Adult Sports</b>	<b>41,629</b>	<b>38,252</b>	<b>35,081</b>	<b>35,081</b>	<b>100.0%</b>	<b>45,738</b>
6640	Civic Center Aquatic Complex						
7010	Salaries & Wages	94,431	96,214	91,591	91,591	100.0%	86,072
7020	Wages Part-Time	123,833	125,478	123,330	123,330	100.0%	120,455
7025	Part-Time Sick Leave	-	1,604	-	-	0.0%	-
7030	Wages Overtime	1,198	1,216	-	-	0.0%	-
7110	Cafeteria Benefits	17,022	17,214	18,090	18,090	100.0%	17,888
7120	Deferred Compensation	347	368	365	365	100.0%	718
7140	RHS	-	460	457	457	100.0%	429
7150	Medicare	3,262	3,250	3,116	3,116	100.0%	2,995
7160	PERS	21,263	29,617	23,134	23,134	100.0%	21,235
	<b>Sub-Total Personnel</b>	<b>261,355</b>	<b>275,422</b>	<b>260,083</b>	<b>260,083</b>	<b>100.0%</b>	<b>249,792</b>
7180	Uniform Expenses	1,703	2,475	3,000	3,000	100.0%	3,000
7205	Advertising	1,492	1,246	2,000	2,000	100.0%	2,000
7229	Education & Training	576	-	1,000	1,000	100.0%	1,550
7241	Meetings & Conferences	194	663	0	0	0.0%	175
7247	Memberships & Dues	150	-	0	0	0.0%	200
7253	Mileage Exp/Allowance	-	-	-	-	0.0%	-
7259	Miscellaneous	77	398	250	250	100.0%	250
7265	Office Supplies/Exp	22	232	-	-	0.0%	-
7277	Printing	250	-	250	250	100.0%	250
7295-0847	Utilities - Electricity Usage	40,276	38,245	44,000	42,000	95.5%	44,000
7295-0848	Utilities - Natural Gas Usage	44,071	47,519	54,000	51,000	94.4%	54,000
7295-0849	Utilities - Water Usage	9,527	11,630	13,000	12,300	94.6%	13,000
7313	Concession Items	3,729	3,878	4,000	4,000	100.0%	4,125
7330	Hardware/Software Supplies Exp.	2,442	1,830	2,000	2,000	100.0%	2,000
7360	Safety & Security	1,441	1,482	2,100	2,100	100.0%	2,100
7655	Building Maintenance	7,452	5,235	6,000	6,000	100.0%	6,600
7755	Grounds Maintenance	162	-	250	250	100.0%	250
7970	Small Tools	(12)	-	100	100	100.0%	100
8118	AV Swim Club	68	57	100	100	100.0%	100
8128	CPR Challenge Course	19	57	-	-	0.0%	-
8138	Evening Lap Swim	68	-	100	100	100.0%	100
8143	Guard Start	845	1,630	170	170	100.0%	200
8148	Lifeguard Training	625	-	1,330	1,330	100.0%	1,330
8158	Open Rec Swim	-	18,355	500	500	100.0%	490
8163	Pool Chemicals	24,451	2,546	32,500	31,000	95.4%	32,000
8168	Pool Special Event	3,079	5,874	3,125	3,125	100.0%	3,125
8178	Splash Dance	7,540	59	6,900	2,250	32.6%	1,000
8183	Swim Lessons	133	-	1,000	1,000	100.0%	1,000
8185	Swim Fair	210	-	200	200	100.0%	200
8188	Water Aerobics	2,139	3,660	3,000	3,000	100.0%	3,000
8190	Water Polo	814	396	500	500	100.0%	-
8940	Contract Services	-	-	-	-	-	-
9026	Equipment Maintenance	17,018	22,262	18,000	18,000	100.0%	18,500
9039	Equipment Rental	-	-	-	-	0.0%	-
9078	Safety Equipment	1,484	593	2,000	2,000	100.0%	2,000
9120	Capital Equipment	12,478	-	4,500	4,500	0.0%	-
9300	Capital Projects	-	-	-	-	-	6,500
	<b>Sub-Total - Civic Center Aquatic Complex</b>	<b>445,877</b>	<b>445,742</b>	<b>465,958</b>	<b>454,108</b>	<b>97.5%</b>	<b>452,937</b>

PARKS & RECREATION 2510							
Code	Expenditure Classification	Actual Expense 2014-15	Actual Expense 2015-16	Amended Budget 2016-17	Estimated Expense 2016-17	% of Budget Expended	Proposed Budget 2017-18
6670	ASAP						
	7010 Salaries & Wages	16,554	42,649	53,549	53,549	100.0%	65,705
	7020 Wages Part-Time	112,698	138,653	160,002	160,002	100.0%	165,181
	7030 Wages Overtime	3	13	-	-	0.0%	-
	7110 Cafeteria Benefits	4,589	6,790	8,348	8,348	100.0%	12,750
	7120 Deferred Compensation	216	570	815	815	100.0%	812
	7140 RHS	-	210	268	268	100.0%	329
	7150 Medicare	1,958	2,656	3,096	3,096	100.0%	3,348
	7160 PERS	11,530	15,695	17,220	17,220	100.0%	17,790
	Sub-Total Personnel	147,547	207,235	243,298	243,298	100.0%	265,915
	8250 Afterschool Program	16,493	16,266	18,700	18,700	100.0%	20,000
	8940 Contract Services						
	Sub-Total - ASAP	164,040	223,501	261,998	261,998	100.0%	285,915
6730	Day Camp						
	7010 Salaries & Wages	15,447	20,176	18,466	18,466	100.0%	20,795
	7020 Wages Part-Time	27,894	34,111	28,121	28,121	100.0%	28,103
	7030 Wages Overtime	1	-	-	-	0.0%	-
	7110 Cafeteria Benefits	2,512	2,966	2,849	2,849	100.0%	4,229
	7120 Deferred Compensation	210	311	291	291	100.0%	239
	7140 RHS	-	98	92	92	100.0%	104
	7150 Medicare	637	806	676	676	100.0%	709
	7160 PERS	4,458	7,059	5,327	5,327	100.0%	4,879
	Sub-Total Personnel	51,158	65,527	55,822	55,822	100.0%	59,058
	8450 Day Camp	2,207	2,987	3,906	3,906	100.0%	4,000
	8940 Contract Services						
	Sub-Total - Day Camp	53,365	68,513	59,728	59,728	100.0%	63,058
6760	Instructor Classes						
	7010 Salaries & Wages	49,005	45,470	45,679	45,679	100.0%	58,550
	7020 Wages Part-Time	3,018	1,196	4,561	4,561	100.0%	-
	7030 Wages Overtime	4	-	-	-	0.0%	-
	7110 Cafeteria Benefits	9,342	8,725	9,797	9,797	100.0%	12,286
	7120 Deferred Compensation	173	184	183	183	100.0%	187
	7140 RHS	-	225	228	228	100.0%	293
	7150 Medicare	771	678	728	728	100.0%	849
	7160 PERS	9,746	12,868	10,192	10,192	100.0%	10,515
	Sub-Total Personnel	72,059	69,346	71,368	71,368	100.0%	82,680
	8502 Academic Tots	15,908	16,277	14,545	14,545	100.0%	13,500
	8506 Archery	-	-	-	-	0.0%	-
	8508 Music Starz	7,677	-	-	-	0.0%	-
	8508.0512 Arts & Crafts	4,905	10,755	9,700	9,700	100.0%	15,500
	8512 Ballet & Tap	1,512	9,901	8,849	8,849	100.0%	3,300
	8514 Baton Twirling	1,708	1,328	1,225	1,225	100.0%	1,350
	8516 Belly Dancing	661	1,067	1,120	1,120	100.0%	1,100
	8518 Cheerleading with 19 sports	5	-	-	-	0.0%	-
	8520 Cheer-Tumbling	3,341	5,382	5,400	5,400	100.0%	4,500
	8526 CPR & First Aid	5,925	2,657	3,375	1,650	48.9%	2,000
	8531 Dog Obedience	1,949	1,104	1,755	1,100	62.7%	1,000
	8533 Driver's Ed	311	325	425	425	100.0%	360
	8537 Fencing	-	-	-	-	0.0%	-
	8539 Golf Lessons	866	515	375	375	100.0%	1,800
	8541 Guitar Lessons	1,572	2,065	1,600	1,600	100.0%	2,800
	8555 Zumba	6,709	6,030	6,200	6,200	100.0%	4,500
	8559 Parent & Tot	13,296	9,474	8,650	8,650	100.0%	5,000
	8567 Rent-A-Santa	820	938	1,000	-	0.0%	-
	8568 Road To Creativity	71	-	-	-	0.0%	-
	8576 Ski and Snowboard 101	20	-	-	-	0.0%	-
	8576.5 Summer Camps	5,768	9,722	10,540	8,000	75.9%	5,000
	8579 Tae Kwon Do	3,765	10,638	9,900	9,900	100.0%	10,000
	8581 Tai Chi	2,794	5,406	5,500	5,500	100.0%	6,200
	8583 Tennis	3,720	2,744	2,800	3,750	133.9%	5,145
	8585 Tiny Tot Dance	1,435	40	-	-	0.0%	-
	8592 Workshops and clinics						500
	8591 Yoga	3,037	3,785	3,000	4,200	140.0%	5,000
	Sub-Total - Instructor Classes	159,835	169,500	167,327	163,557	97.7%	171,235

PARKS & RECREATION 2510							
Code	Expenditure Classification	Actual Expense 2014-15	Actual Expense 2015-16	Amended Budget 2016-17	Estimated Expense 2016-17	% of Budget Expended	Proposed Budget 2017-18
6790	PIO Events						
	7010 Salaries & Wages	54,977	66,475	59,362	59,362	100.0%	10,581
	7020 Wages Part-Time	19,129	24,630	31,547	31,547	100.0%	75,124
	7030 Wages Overtime	752	719	-	-	0.0%	-
	7110 Cafeteria Benefits	8,090	9,063	8,017	8,017	100.0%	1,453
	7120 Deferred Compensation	348	528	360	360	100.0%	246
	7140 RHS	-	331	295	295	100.0%	53
	7150 Medicare	1,173	1,433	1,323	1,323	100.0%	1,243
	7160 PERS	13,261	22,079	15,037	15,037	100.0%	14,707
	7165 Auto Allowance	-	-	342	342	0.0%	-
	Sub-Total Personnel	97,729	125,256	116,283	116,283	100.0%	103,407
	7209 Commission	1,200	481	-	-	0.0%	-
	7253 Mileage Exp/Allowance	344	345	-	-	0.0%	-
	7835 Craft Fairs	790	544	1,000	1,000	100.0%	1,000
	7840 Flea Markets (2)	530	949	800	800	100.0%	800
	7850 Freedom Festival	33,793	38,975	40,000	40,000	100.0%	40,000
	7855 Concerts in the Park (7)	26,012	22,559	15,000	15,000	100.0%	15,000
	8721 Winter Wonderland	4,534	5,346	4,000	4,000	100.0%	4,000
	Sub-Total - PIO Events	164,932	194,456	177,083	177,083	100.0%	164,207
6820	Recreation						
	7010 Salaries & Wages	54,646	60,208	60,215	60,215	100.0%	64,287
	7020 Wages Part-Time	2,433	6,144	4,617	4,617	100.0%	3,000
	7025 Part-Time Sick Leave	-	3,466	-	-	0.0%	-
	7030 Wages Overtime	2	-	-	-	0.0%	-
	7110 Cafeteria Benefits	7,666	8,321	8,900	8,900	100.0%	7,804
	7120 Deferred Compensation	1,073	1,159	1,443	1,443	100.0%	1,874
	7140 RHS	-	290	301	301	100.0%	321
	7150 Medicare	829	1,000	945	945	100.0%	986
	7160 PERS	14,517	17,727	13,720	13,720	100.0%	15,173
	7165 Auto Allowance	-	-	342	342	0.0%	684
	Sub-Total Personnel	81,165	98,314	90,483	90,483	100.0%	94,129
	7180 Uniforms	559	2,062	1,500	1,500	100.0%	1,500
	7205 Advertising	688	1,213	750	750	100.0%	750
	7229 Education & Training	506	-	110	110	100.0%	1,150
	7241 Meetings & Conferences	1,244	320	3,500	3,500	100.0%	3,505
	7247 Memberships & Dues	1,430	3,808	1,650	1,650	100.0%	1,445
	7253 Mileage Exp/Allowance	-	1,245	200	200	100.0%	200
	7259 Miscellaneous	63	112	250	250	100.0%	250
	7265 Office Supplies/Exp	2,210	155	2,500	2,150	86.0%	2,500
	7271 Postage	13,220	2,858	13,500	12,700	94.1%	13,500
	7277 Printing	17,669	17,225	20,000	20,000	100.0%	20,000
	7330 Hardware/Software Supplies Exp.	4,262	16,199	10,000	17,500	175.0%	10,000
	7370 Special Dept Supplies/Exp	1,386	4,031	3,000	3,000	100.0%	5,000
	7375 Staff Services	86	450	350	350	100.0%	350
	8742 Haunted house	-	45	-	-	0.0%	-
	8940 Contract Services	3,330	500	5,000	5,000	100.0%	5,000
	9052 Gasoline, Diesel, Oil	841	688	1,000	600	60.0%	750
	9065 Leased Equipment	1,449	911	600	600	0.0%	600
	9091 Vehicle Maintenance	595	5,465	700	850	121.4%	1,000
	Sub-Total - Recreation	130,705	155,601	155,093	161,193	103.9%	161,629

PARKS & RECREATION 2510							
Code	Expenditure Classification	Actual Expense 2014-15	Actual Expense 2015-16	Amended Budget 2016-17	Estimated Expense 2016-17	% of Budget Expended	Proposed Budget 2017-18
6850	Rec Dept Events						
	7010 Salaries & Wages	31,648	41,906	34,510	34,510	100.0%	32,374
	7020 Wages Part-Time	22,925	27,544	20,986	20,986	100.0%	1,723
	7030 Wages Overtime	1	-	-	-	0.0%	-
	7110 Cafeteria Benefits	4,825	5,960	5,375	5,375	100.0%	6,944
	7120 Deferred Compensation	471	657	537	537	100.0%	346
	7140 RHS	-	202	173	173	100.0%	162
	7150 Medicare	810	1,049	805	805	100.0%	494
	7160 PERS	7,404	13,485	9,915	9,915	100.0%	6,069
	Sub-Total Personnel	68,084	90,803	72,301	72,301	100.0%	48,112
	8702 Active Adults	61	-	-	-	0.0%	-
	8703 AV Idol	37	39	90	-	0.0%	75
	8706 AV Most Talented Kid	125	179	215	242	112.6%	200
	8715 Bunny Run	1,660	1,455	1,520	1,520	100.0%	1,950
	8727 Community Christmas Caroling	203	58	-	-	0.0%	-
	8727-5000 Cross Country Meet	70	-	125	128	102.4%	185
	8728 Eggstravaganza	610	656	900	100	11.1%	150
	8729 Farmer's Market	-	-	5,000	-	0.0%	5,000
	8733 Firecracker Run	1,531	1,460	1,520	1,520	100.0%	1,950
	8742 Haunted House	-	-	-	-	0.0%	-
	8745 Kiddie Carnival	20	-	-	-	0.0%	-
	8751 Mothers Day Tea Party	-	-	-	-	0.0%	-
	8754 Mudfest	212	32	200	-	0.0%	-
	8757 Fall Festival Run	-	-	-	-	-	-
	8764 Special Apples	195	76	200	95	47.5%	110
	8765-6000 Teen Art Festival	100	-	375	-	0.0%	-
	8766 Teen Events	229	133	-	175	0.0%	-
	8775-5000 Toddler Olympics	-	212	240	225	93.8%	288
	8784 Turkey Run	1,630	1,631	1,445	1,184	81.9%	2,390
	8787-5000 Under Five Classes	-	18	150	150	100.0%	150
	8790 Teen Zone	943	789	950	250	26.3%	500
	8940 Contract Services						
	Sub-Total - Rec Dept Events	76,606	99,470	90,231	82,890	91.9%	61,060
6880	Rentals						
	7010 Salaries & Wages	49,803	53,997	39,864	39,864	100.0%	39,740
	7020 Wages Part-Time	6,825	6,625	9,079	9,079	100.0%	1,090
	7030 Wages Overtime	3	-	-	-	0.0%	-
	7110 Cafeteria Benefits	8,364	8,730	7,578	7,578	100.0%	8,023
	7120 Deferred Compensation	570	694	431	431	100.0%	437
	7140 RHS	-	263	199	199	100.0%	199
	7150 Medicare	-	-	-	-	0.0%	592
	7160 PERS	10,063	15,786	9,367	9,367	100.0%	7,827
	Sub-Total Personnel	76,462	86,982	67,228	67,228	100.0%	57,908
	8600 Parking Fee	2,191	5,798	22,000	10,000	45.5%	25,000
	Sub-Total - Rentals	78,653	92,780	89,228	77,228	86.6%	82,908
6900	Skate Park - Facilities						
	7010 Salaries & Wages	-	-	-	-	0.0%	-
	7030 Wages Overtime	-	-	-	-	0.0%	-
	7150 Medicare	-	-	-	-	0.0%	-
	7160 PERS	-	-	-	-	0.0%	-
	Sub-Total Personnel	-	-	-	-	0.0%	-
	7360 Safety & Security	-	162	5,000	5,000	100.0%	5,000
	9555 Skate Park Renovation						
	Sub-Total - Skate Park - Facilities	-	162	5,000	5,000	100.0%	5,000



PARKS & RECREATION 2510							
Code	Expenditure Classification	Actual Expense 2014-15	Actual Expense 2015-16	Amended Budget 2016-17	Estimated Expense 2016-17	% of Budget Expended	Proposed Budget 2017-18
6940	User Groups						
7010	Salaries & Wages	20,584	18,822	12,151	12,151	100.0%	20,182
7020	Wages Part-Time	852	478	678	678	100.0%	-
7030	Wages Overtime	1	-	-	-	0.0%	-
7110	Cafeteria Benefits	3,369	3,003	2,390	2,390	100.0%	3,149
7120	Deferred Compensation	265	237	109	109	100.0%	374
7140	RHS	-	91	61	61	100.0%	101
7150	Medicare	319	285	186	186	100.0%	293
7160	PERS	4,255	5,446	2,589	2,589	100.0%	4,617
	<b>Sub-Total Personnel</b>	<b>29,646</b>	<b>28,363</b>	<b>18,164</b>	<b>18,164</b>	<b>100.0%</b>	<b>28,716</b>
7223	Disposal Services	8,567	9,548	2,000	8,500	425.0%	9,000
7312	Bad Debt	-	2,988	-	-	-	-
	<b>Sub-Total - User Groups</b>	<b>38,214</b>	<b>40,899</b>	<b>20,164</b>	<b>26,664</b>	<b>132.2%</b>	<b>37,716</b>
6970	Youth Sports						
7010	Salaries & Wages	42,959	37,755	22,479	22,479	100.0%	44,526
7020	Wages Part-Time	23,429	24,878	26,255	26,255	100.0%	16,650
7030	Wages Overtime	3	-	-	-	0.0%	-
7110	Cafeteria Benefits	6,840	5,920	4,280	4,280	100.0%	9,682
7120	Deferred Compensation	621	543	256	256	100.0%	583
7140	RHS	-	183	112	112	100.0%	223
7150	Medicare	981	916	707	707	100.0%	887
7160	PERS	10,838	13,744	7,814	7,814	100.0%	11,463
	<b>Sub-Total Personnel</b>	<b>85,670</b>	<b>83,938</b>	<b>61,903</b>	<b>61,903</b>	<b>100.0%</b>	<b>84,014</b>
8805	Adventures in PW Sports	904	725	780	780	100.0%	800
8812	Coed Volleyball	775	768	1,010	1,250	123.8%	1,300
8820	Father Son Basketball Tournament	90	5	230	230	100.0%	230
8825	Peewee Soccer	522	491	929	-	0.0%	-
8830	Winter Peewee/Hotshots Basketball	550	666	985	985	100.0%	1,065
8858	Summer Peewee/Hotshots Basketball	355	2,287	855	855	100.0%	835
8860	Summer Youth Basketball	3,738	3,476	4,150	4,150	100.0%	3,950
8865	T-Ball	1,256	1,357	1,490	-	0.0%	-
8870	Flag Football	-	-	-	-	0.0%	-
8880	Winter Youth Basketball	5,664	6,325	7,500	7,500	100.0%	7,600
8885	Youth Track Meet	123	175	275	275	100.0%	275
8887	3 on 3 Soccer Tournament	-	-	300	300	100.0%	-
8940	Contract Services	-	-	-	-	-	-
	<b>Sub-Total - Youth Sports</b>	<b>99,648</b>	<b>100,212</b>	<b>82,422</b>	<b>80,243</b>	<b>97.4%</b>	<b>100,069</b>
	<b>Total Parks &amp; Rec Expenditures</b>	<b>3,437,081</b>	<b>3,512,981</b>	<b>3,625,245</b>	<b>3,633,421</b>	<b>100.2%</b>	<b>3,331,496</b>
	<b>ENDING FUND BALANCE</b>	<b>(6,637,632)</b>	<b>(6,554,612)</b>	<b>(6,636,333)</b>	<b>(6,636,333)</b>	<b>100.0%</b>	<b>(6,629,833)</b>

PARKS & RECREATION 2510							
Code	Expenditure Classification	Actual Expense 2014-15	Actual Expense 2015-16	Amended Budget 2016-17	Estimated Expense 2016-17	% of Budget Expended	Proposed Budget 2017-18
<b>Parks &amp; Recreation - Recreation Division</b>							
<b>Personnel Schedule</b>		<b>Actual 2014-15</b>	<b>Actual 2015-16</b>	<b>Actual 2016-17</b>	<b>Proposed 2017-18</b>		
<b>Full Time:</b>							
	Assistant Town Manager	0.00	0.00	0.05	0.10		
	Parks and Recreation Manager	0.78	0.78	0.78	0.78		
	Marketing and Public Affairs Officer	0.05	0.05	0.05	0.00		
	Emergency Services Officer	0.00	0.60	0.00	0.00		
	Executive Secretary	0.00	0.00	0.03	0.00		
	Public Relations Specialist	0.06	0.06	0.06	0.00		
	Recreation Supervisor	2.00	1.00	2.00	2.00		
	Event Coordinator	0.67	0.67	0.67	0.00		
	Sr. Maintenance Worker	0.00	0.00	0.20	0.19		
	Maintenance Worker II	0.00	0.00	0.37	0.36		
	Maintenance Worker I	0.00	0.00	0.03	0.03		
	Administrative Secretary	0.91	0.91	0.91	0.91		
	Recreation Coordinator	1.00	1.00	0.00	0.00		
	Recreation Assistant	0.00	0.00	2.00	2.00		
	Senior Office Assistant	2.00	1.00	1.00	0.98		
	Office Assistant	0.00	1.00	1.00	1.00		
<b>Part Time:</b>							
	Event Coordinator-PT	0.00	0.00	0.00	0.65		
	Recreation Coordinator	0.50	0.50	0.63	0.00		
	Office Assistant	0.60	0.00	0.00	0.00		
	Event Assistant	1.00	1.00	1.00	1.00		
	Swim Coach	0.50	0.00	0.00	0.00		
	Recreation Assistant	0.00	0.60	1.17	0.56		
	Senior Lifeguard	0.51	0.51	0.29	0.29		
	Lifeguard	4.00	4.00	4.38	4.35		
	Recreation Leader II	0.49	0.45	3.47	3.22		
	Recreation Leader I	1.22	0.44	6.15	5.92		
	Parks and Recreation Commissioners	1.25	1.25	1.25	1.25		
<b>Sub-Total FTE's:</b>		<b>17.54</b>	<b>15.82</b>	<b>27.49</b>	<b>25.59</b>		
<b>Parks &amp; Recreation - Grounds Division</b>							
<b>Personnel Schedule</b>		<b>Actual 2014-15</b>	<b>Actual 2015-16</b>	<b>Actual 2016-17</b>	<b>Proposed 2017-18</b>		
<b>Full Time:</b>							
	Director of Public Works	0.33	0.33	0.33	0.33		
	Public Works Manager	0.30	0.30	0.33	0.33		
	Public Works Supervisor	0.00	0.00	0.46	0.46		
	Grounds Services Worker III	0.92	0.92	0.92	0.92		
	Grounds Services Worker II	2.03	2.67	2.75	2.67		
	Grounds Services Worker I	4.20	4.00	2.00	3.00		
	Custodian	0.00	0.00	0.00	0.00		
<b>Part Time:</b>							
	Custodian	0.39	0.00	0.00	0.00		
	Grounds Services Aide	1.65	2.06	1.58	2.57		
<b>Sub-Total FTE's:</b>		<b>9.82</b>	<b>10.28</b>	<b>8.37</b>	<b>10.28</b>		
<b>Parks &amp; Recreation - Facilities</b>							
<b>Personnel Schedule</b>		<b>Actual 2014-15</b>	<b>Actual 2015-16</b>	<b>Actual 2016-17</b>	<b>Proposed 2017-18</b>		
<b>Full Time:</b>							
	Sr. Maintenance Worker	0.48	0.48	0.28	0.29		
	Maintenance Worker II	0.68	0.68	0.31	0.31		
	Maintenance Worker I	0.67	0.67	0.49	0.44		
	Custodian	1.00	1.00	1.00	1.00		
<b>Part Time:</b>							
	Custodian	0.56	0.56	0.40	0.40		
<b>Sub-Total FTE's:</b>		<b>3.39</b>	<b>3.39</b>	<b>2.48</b>	<b>2.44</b>		
<b>Total FTE's:</b>		<b>30.75</b>	<b>29.49</b>	<b>38.34</b>	<b>38.31</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 2014-15	Actual Revenue 2015-16	Amended Budget 2016-17	Estimated Revenue 2016-17	% of Budget Received	Proposed Budget 2017-18
	BEGINNING FUND BALANCE	53,535	150,317	326,024	326,024		471,024
6166	Quimby Fees	96,240	172,164	115,000	145,000	126.1%	115,000
4255	Interest	542	3,543	-	-	0.0%	-
	Total Revenues	96,782	175,707	115,000	145,000	126.1%	115,000
Code	Expenditure Classification	Actual Expenses 2014-15	Actual Expenses 2015-16	Amended Budget 2016-17	Estimated Expense 2016-17	% of Budget Received	Proposed Budget 2017-18
9444	Land Acquisition	-	-	-	-	0.0%	-
9610	Tr to 2510 - Parks Master Plan	-	-	-	-	0.0%	-
	Total Expenditures	-	-	-	-	0.0%	-
	ENDING FUND BALANCE	150,317	326,024	441,024	471,024	106.8%	586,024

# POLICE GRANTS

TOTAL BUDGET - \$ 71,024

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 2014-15	Actual Revenue 2015-16	Amended Budget 2016-17	Estimated Revenue 2016-17	% of Budget Received	Proposed Budget 2017-18
	BEGINNING FUND BALANCE	(61,554)	(16,643)	31,011	31,011		4,921
2516-6927	Annual JAG Grant 2013	9,901		-	-	0.0%	-
2516-6927	Annual JAG Grant 2014			-	-	0.0%	-
2516-6927	Annual JAG Grant 2015	-	32,697	13,177	13,177	0.0%	-
2517-6927	Annual JAG Grant 2016	-				0.0%	15,663
2519-6927	Homeland Security	17,727	19,767	16,000	16,000	100.0%	22,000
2520-6927	Cal GR	139,625	128,676	-	-	0.0%	35,000
	<b>Total Revenues</b>	<b>167,253</b>	<b>181,140</b>	<b>29,177</b>	<b>29,177</b>	<b>100.0%</b>	<b>72,663</b>
Code	Expenditure Classification	Actual Expenses 2014-15	Actual Expenses 2015-16	Amended Budget 2016-17	Estimated Expense 2016-17	% of Budget Expended	Proposed Budget 2017-18
7020	Salaries Part-Time	-	-	32,884	21,774	66.2%	32,884
7150	Medicare	-	-	477	316	66.2%	477
	<b>Total Personnel</b>	<b>0</b>	<b>0</b>	<b>33,361</b>	<b>22,090</b>	<b>66.2%</b>	<b>33,361</b>
2012	JAG Grant 2516						
8940	Contract Services	-	-	-	-	0.0%	-
	Total Annual JAG Grant	-	-	-	-	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	-	-	13,177	13,177	100.0%	-
	Total Annual JAG Grant	-	-	13,177	13,177	100.0%	-
2015	JAG Grant 2516						
8940	Contract Services	-	-	-	-	0.0%	15,663
	Total Annual JAG Grant	-	-	-	-	0.0%	15,663
Cal Pal Program 2518							
7370	Special Department Supplies	-	-	-	-	0.0%	-
	Total Cal Pal Program	-	-	-	-	0.0%	-
Homeland Security 2519							
7330	Hardware/Software Supplies/Exp			-	-	0.0%	-
7370	Special Department Supplies		19,767	16,000	20,000	125.0%	22,000
	Total Homeland Security	-	19,767	16,000	20,000	125.0%	22,000
Cal GR 2520							
8940	Contract Services Cal Pal	115,273	113,719	-	-	0.0%	-
	Total Cal E M A	115,273	113,719	-	-	0.0%	-
Sobriety Checkpoint 2522							
7720	Sobriety Checkpoint	(7,660)	-	-	-	0.0%	-
	Total Sobriety Checkpoint	(7,660)	-	-	-	0.0%	-
	<b>Total Expenditures</b>	<b>122,342</b>	<b>133,486</b>	<b>62,538</b>	<b>55,267</b>	<b>88.37%</b>	<b>71,024</b>
	ENDING FUND BALANCE	(16,643)	31,011	(2,350)	4,921		6,560

<u>Personnel Schedule</u>	<u>Actual 2014-15</u>	<u>Actual 2015-16</u>	<u>Actual 2016-17</u>	<u>Proposed 2017-18</u>
<b>Part Time:</b>				
Boxing Coach (PAL)	0.00	0.00	0.48	0.48
Senior Office Assistant	0.00	0.00	0.48	0.48
Total FTE's:	0.00	0.00	0.96	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 2014-15	Actual Revenue 2015-16	Amended Budget 2016-17	Estimated Revenue 2016-17	% of Budget Received	Proposed Budget 2017-18
BEGINNING FUND BALANCE		21,461	12,801	1,883	1,883		9,883
4255	Interest	87	26	-	-	0.0%	-
6806	Asset Seizure	9,392	746	8,000	8,000	100.0%	8,000
Total Revenues		9,480	772	8,000	8,000	100.0%	8,000
Code	Expenditure Classification	Actual Expenses 2014-15	Actual Expenses 2015-16	Amended Budget 2016-17	Estimated Expense 2016-17	% of Budget Expended	Proposed Budget 2017-18
7370	Special Department Supplies	10,395	3,365	12,000	-	0.0%	12,000
9120	Capital Equipment	-	-	-	-	0.0%	-
9514	P D T/I - 2014-2015	7,744	8,325	-	-	0.0%	-
9999	Transfer Out - 2610	-	-	-	-	0.0%	-
Total Expenditures		18,140	11,690	12,000	-	0.0%	12,000
ENDING FUND BALANCE		12,801	1,883	(2,117)	9,883	-466.8%	5,883

# 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 2014-15	Actual Revenue 2015-16	Amended Budget 2016-17	Estimated Revenue 2016-17	% of Budget Received	Proposed Budget 2017-18
BEGINNING FUND BALANCE		5,728	7,415	9,336	9,336		16,836
4255	Interest	30	62	-	-	0.0%	-
6806	Asset Seizure	1,657	1,859	7,500	7,500	100.0%	2,000
Total Revenues		1,687	1,921	7,500	7,500	100.0%	2,000
Code	Expenditure Classification	Actual Expenses 2014-15	Actual Expenses 2015-16	Amended Budget 2016-17	Estimated Expense 2016-17	% of Budget Expended	Proposed Budget 2017-18
7370	Special Department Supplies	-	3,379	-	-	0.0%	-
Total Expenditures		-	-	-	-	0.0%	-
ENDING FUND BALANCE		7,415	9,336	16,836	16,836	100.0%	18,836

# LIGHTING AND LANDSCAPE DISTRICT

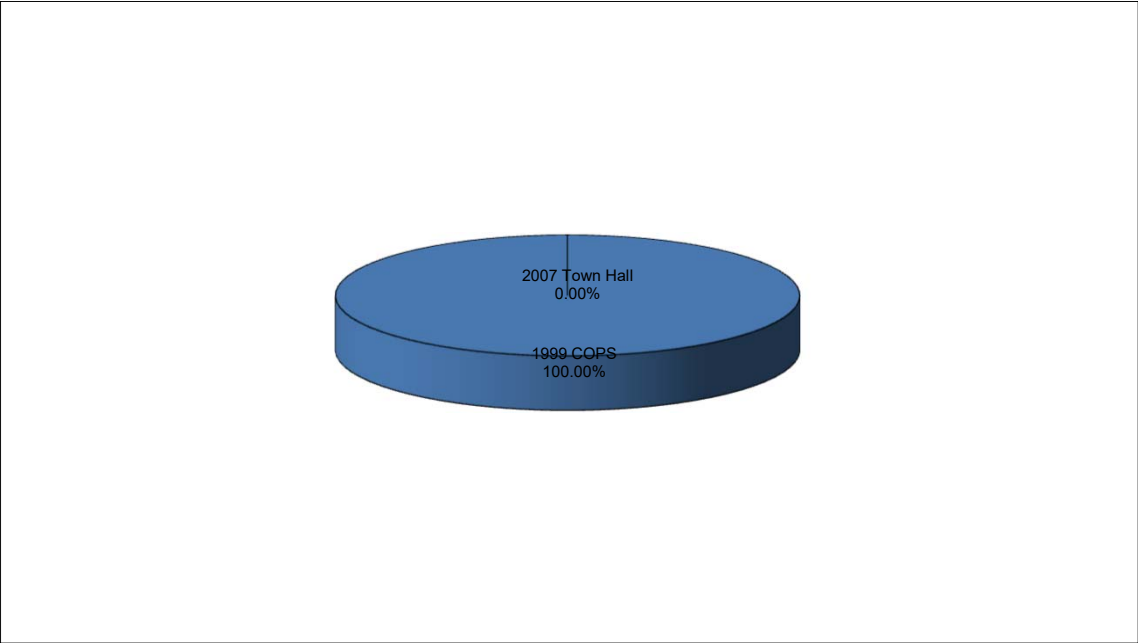
TOTAL BUDGET - \$ 470,000

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 2014-15	Actual Revenue 2015-16	Amended Budget 2016-17	Estimated Revenue 2016-17	% of Budget Received	Proposed Budget 2017-18
	BEGINNING FUND BALANCE	1,142,167	1,232,817	1,362,930	1,362,930		1,214,930
4020	Property Tax	318,108	323,299	320,000	320,000	100.0%	320,000
4255	Interest	5,254	15,718	2,000	2,000	100.0%	2,500
	Total Revenues	323,362	339,017	322,000	322,000	100.0%	322,500
Code	Expenditure Classification	Actual Expenses 2014-15	Actual Expenses 2015-16	Amended Budget 2016-17	Estimated Expense 2016-17	% of Budget Used	Proposed Budget 2017-18
7935	Right of Way Maintenance	225,804	201,106	460,000	460,000	100.0%	460,000
8964	Engineering Contractor	6,908	7,799	10,000	10,000	100.0%	10,000
	Total Expenditures	232,712	208,904	470,000	470,000	100.0%	470,000
	ENDING FUND BALANCE	1,232,817	1,362,930	1,214,930	1,214,930	100.0%	1,067,430

# 2017/18 Debt Service Funds Revenue

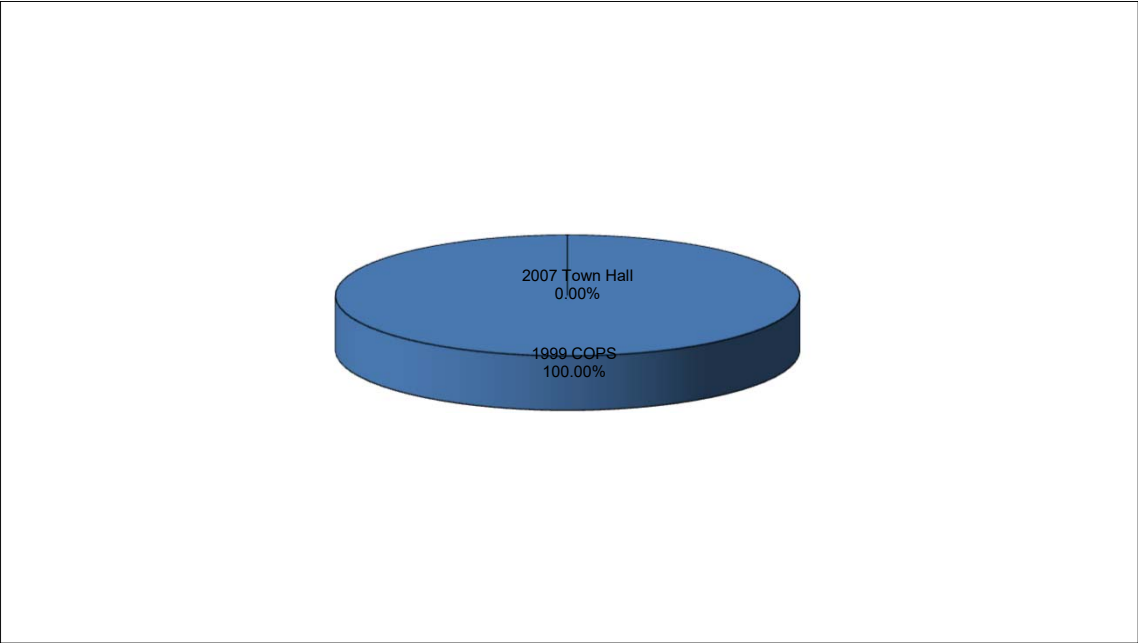
1999 COPS	409,000
2007 Town Hall	
Total Debt Service Funds Expense	<u><u>\$409,000</u></u>





# 2017/18 Debt Service Funds Expense

1999 COPS	409,000
2007 Town Hall	
Total Debt Service Funds Expense	<u><u>\$409,000</u></u>



# DEBT SERVICE FUNDS

TOTAL BUDGET - \$409,000

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.

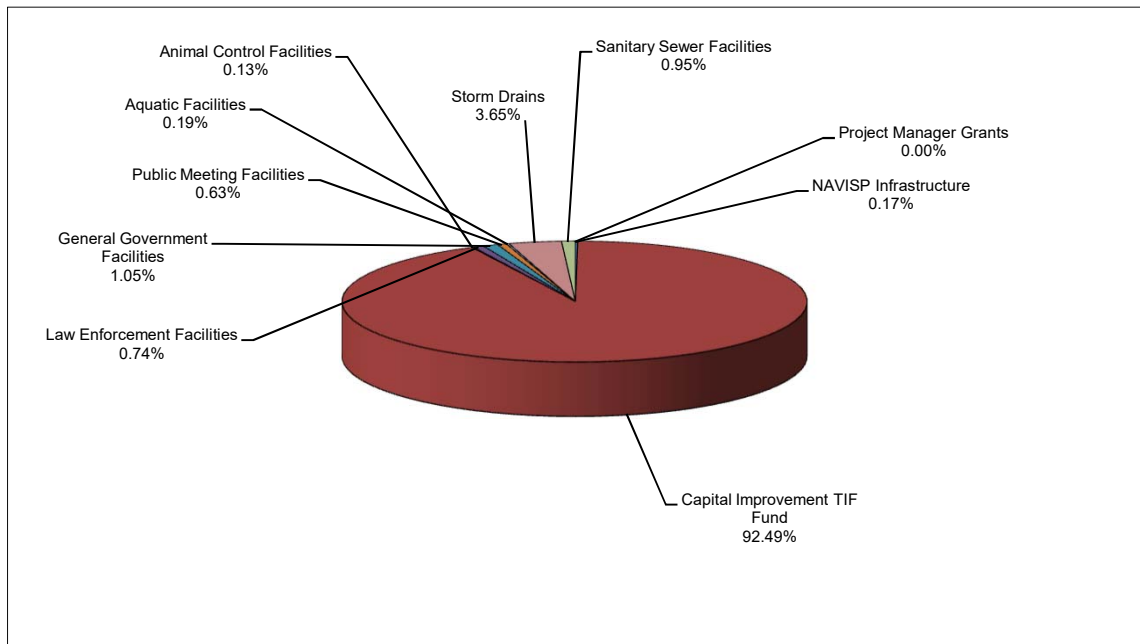
1999 COPS FUND – This fund accounts for and report financial resources restricted for the payment of interest and principal on the 1999 Public Facilities Financing Project Certificates of Participation.

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 2014-15	Actual Revenue 2015-16	Amended Budget 2016-17	Estimated Revenue 2016-17	% of Budget Received	Proposed Budget 2017-18
BEGINNING FUND BALANCE			205	-	-	-		-
9610	Transfer from General Fund							
	1999 COP's	4105-1500-6999-1001	380,778	389,499	410,000	410,000	100.0%	409,000
	2001 COP's	4106-1500-6999-1001	230,454	252,068	-	-	0.0%	-
	2007 COP's*	4108-1500-6999-1001	886,294	880,769	883,506	883,506	100.0%	
Total Revenues			1,497,526	1,522,336	1,293,506	1,293,506	100.0%	409,000
Code	Expenditure Classification		Actual Expense 2014-15	Actual Expense 2015-16	Amended Budget 2016-17	Estimated Expense 2016-17	% of Budget Expended	Proposed Budget 2017-18
Debt Service								
9840	1999 COP's Principle	4105-1500-9840-0000	340,000	350,000	355,000	355,000	100.0%	365,000
9860	1999 COP's Interest	4105-1500-9860-0000	1,485	2,039	5,000	5,000	100.0%	3,000
9840	2001 COP's Principle	4106-1500-9840-0000	221,250	247,000	-	-	0.0%	-
9860	2001 COP's Interest	4106-1500-9860-0000	341	43	-	-	0.0%	-
9840	2007 COP's Principle	4108-1500-9840-0000	475,000	490,000	515,000	515,000	100.0%	
9860	2007 COP's Interest	4108-1500-9860-0000	408,544	388,019	365,406	365,406	100.0%	
8940	Debt Service Admin	4105-1500-8940-0000	39,499	37,460	50,000	50,000	100.0%	41,000
8940	Debt Service Admin	4106-1500-8940-0000	8,862	5,025	-	-	0.0%	-
8940	Debt Service Admin	4108-1500-8940-0000	2,750	2,750	3,100	3,100	100.0%	
Total Expenditures			1,497,731	1,522,336	1,293,506	1,293,506	100.0%	409,000
ENDING FUND BALANCE			-	-	-	-	-	-

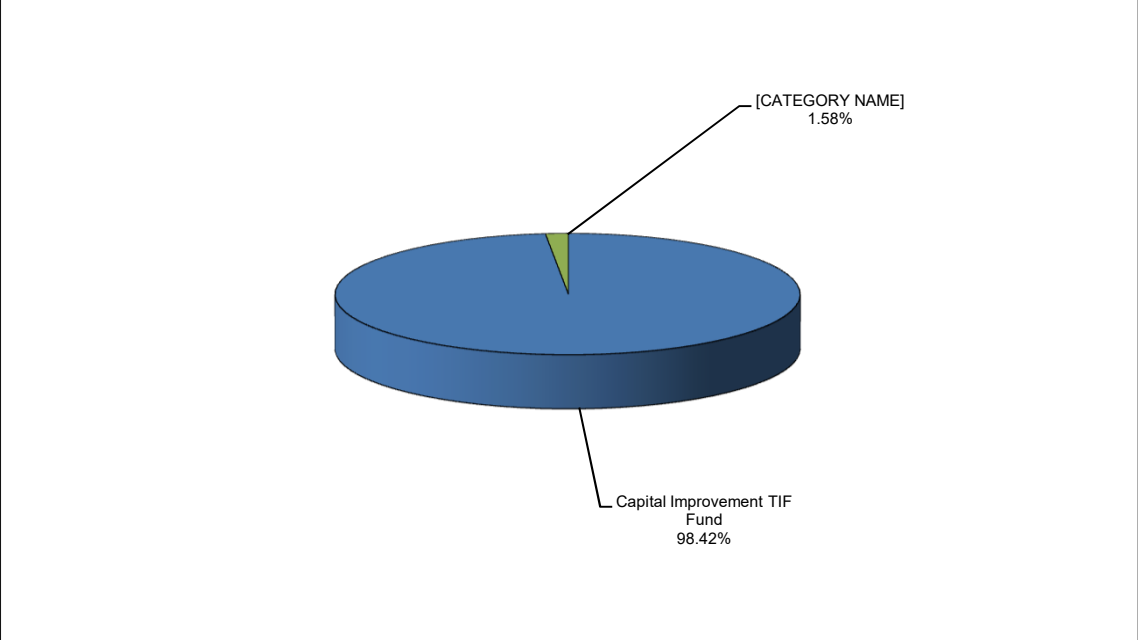
## 2017/18 Capital Improvement Funds Revenue

NAVISP Infrastructure	\$	6,000
Capital Improvement TIF Fund		3,284,500
Animal Control Facilities		4,650
Law Enforcement Facilities		26,400
General Government Facilities		37,150
Public Meeting Facilities		22,550
Aquatic Facilities		6,680
Storm Drains		129,500
Sanitary Sewer Facilities		33,800
Project Manager Grants		-
<b>Total-CIP Funds Revenue</b>	<b>\$</b>	<b><u>3,551,230</u></b>



# 2017/18 Capital Improvement Funds Expenditures

Capital Improvement TIF Fund	\$	1,405,333
Aquatic Facilities		-
Storm Drains		22,500
Project Manager Grants		
Total-CIP Funds Expenditures	<u>\$</u>	<u>1,427,833</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 2014-15	Actual Revenue 2015-16	Amended Budget 2016-17	Estimated Revenue 2016-17	% of Budget Received	Proposed Budget 2017-18
	BEGINNING FUND BALANCE	1,643,789	1,650,528	1,657,599	1,657,599		1,660,599
4255	Interest	7,294	7,294	3,000	3,000	100.0%	6,000
	Total Revenue	7,294	7,294	3,000	3,000	100.0%	6,000
Code	Expenditure Classification	Actual Expense 2014-15	Actual Expense 2015-16	Amended Budget 2016-17	Estimated Expense 2016-17	% of Budget Expended	Proposed Budget 2017-18
9485	NAVISP	555	223	-	-	0.0%	-
	Total Expenditures	555	223	-	-	0.0%	-
	ENDING FUND BALANCE	1,650,528	1,657,599	1,660,599	1,660,599	100.0%	1,666,599

## CAPITAL IMPROVEMENT PROGRAM - INFRASTRUCTURE (TIF)

TOTAL BUDGET - \$ 1,405,333

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 2014-15	Actual Revenue 2015-16	Amended Budget 2016-17	Estimated Revenue 2016-17	% of Budget Received	Proposed Budget 2017-18
	<b>BEGINNING FUND BALANCE</b>	3,872,474	4,346,595	6,273,786	6,273,786		7,916,119
4181	Refunds, Reimb, Rebates	12,861,459	7,092,633	-	-	0.0%	-
4181	Zone 4 Flood Control Reimb (9595)	-	-	1,700,000	1,700,000	100.0%	1,700,000
4181	STP Surface Transportation Program	-	-	375,000	375,000	100.0%	375,000
4181	ATP - State Only	-	-	547,500	547,500	0.0%	547,500
4255	Interest	16,436	66,482	12,000	12,000	100.0%	12,000
6126	General Government Facilities	-	37	-	-	0.0%	-
6184	Traffic Impact Fees	463,700	679,254	400,000	400,000	100.0%	650,000
6816	Grants (HSIP)(9284)	33,780	2,524,708	-	-	0.0%	-
6816	Grants (HSIP)(9572)	-	-	-	-	0.0%	-
6816	Grants SLPP, MLHP & SB Cty(9588)	-	-	1,182,375	1,182,375	100.0%	-
6999	Transfer in - 2021	-	-	2,675,458	2,675,458	0.0%	-
6999	Transfer In - 2730	10,588,179	3,340,185	-	-		-
	<b>Total Revenue</b>	<b>23,963,554</b>	<b>13,703,299</b>	<b>6,892,333</b>	<b>6,892,333</b>	<b>100.0%</b>	<b>3,284,500</b>
Code	Expenditure Classification	Actual Expense 2014-15	Actual Expense 2015-16	Amended Budget 2016-17	Estimated Expense 2016-17	% of Budget Expended	Proposed Budget 2017-18
9208	AV Rd/Town Center Improvements	-	-	-	-	0.0%	-
9253	AV Rd at Tuscola Signal	105,758	332,461	-	-	0.0%	-
9283	Bear Valley Rd/Deep Creek Signal	1,065	-	-	-	0.0%	-
9284	Bear Valley Rd/ Mohawk Signal	414,466	7,952	-	-	0.0%	-
9442	Kiowa (Bear Valley to Tussing Phase I)	497	2,254	-	-	0.0%	-
9471	Navajo Rd	13,827	-	-	-	0.0%	-
9472	Lafayette @ Dale Evans Parkway	-	-	1,230,333	-	0.0%	1,230,333
9525	Paving PMS Priorities	3,460	-	-	-	0.0%	-
9598	Dale Evans Median Improvements	-	-	-	-	0.0%	110,000
9588	Yucca Loma Bridge	22,850,666	9,467,171	-	-	0.0%	-
9597	AV Town Center Signal	-	-	-	-	0.0%	60,000
9595	Yucca Loma Rd Widening(YLB-AV Rd)	99,695	1,966,269	5,250,000	5,250,000	100.0%	5,000
	<b>Total Expenditures</b>	<b>23,489,433</b>	<b>11,776,107</b>	<b>6,480,333</b>	<b>5,250,000</b>	<b>81.0%</b>	<b>1,405,333</b>
	<b>ENDING FUND BALANCE</b>	<b>4,346,595</b>	<b>6,273,786</b>	<b>6,685,786</b>	<b>7,916,119</b>	<b>118.4%</b>	<b>9,795,286</b>

# 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 2014-15	Actual Revenue 2015-16	Amended Budget 2016-17	Estimated Revenue 2016-17	% of Budget Received	Proposed Budget 2017-18
BEGINNING FUND BALANCE		109,396	115,273	124,544	124,544		130,294
4255	Interest	503	1,429	350	350	100%	350
6102	Animal Control Facilities Fee	5,374	7,842	4,100	5,400	132%	4,300
Total Revenue		5,877	9,271	4,450	5,750	129%	4,650
Code	Expenditure Classification	Actual Expense 2014-15	Actual Expense 2015-16	Amended Budget 2016-17	Estimated Expense 2016-17	% of Budget Expended	Proposed Budget 2017-18
7935	Right of Way Maintenance	-	-	-	-	0.0%	-
8964	Engineering Cont - General	-	-	-	-	0.0%	-
Total Expenditures		-	-	-	-	0.0%	-
ENDING FUND BALANCE		115,273	124,544	128,994	130,294	101%	134,944

# 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 2014-15	Actual Revenue 2015-16	Amended Budget 2016-17	Estimated Revenue 2016-17	% of Budget Received	Proposed Budget 2017-18
BEGINNING FUND BALANCE		70,871	75,397	72,959	72,959		98,159
4255	Interest	398	862	200	200	100.0%	200
6140	Law Enforcement Facilities Fee	28,128	25,993	25,000	25,000	100.0%	26,200
Total Revenue		28,526	26,855	25,200	25,200	100.0%	26,400
Code	Expenditure Classification	Actual Expense 2014-15	Actual Expense 2015-16	Amended Budget 2016-17	Estimated Expense 2016-17	% of Budget Expended	Proposed Budget 2017-18
9514	PD T/I 2014-2015	24,000	29,293	-	-	0.0%	-
Total Expenditures		24,000	29,293	-	-	#DIV/0!	-
ENDING FUND BALANCE		75,397	72,959	98,159	98,159	100.0%	124,559



## 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 2014-15	Actual Revenue 2015-16	Amended Budget 2016-17	Estimated Revenue 2016-17	% of Budget Received	Proposed Budget 2017-18
	BEGINNING FUND BALANCE	111,485	78,048	138,385	138,385		178,935
4255	Interest	358	1,488	150	350	233.3%	350
6126	General Gov Facilities Fees	41,942	58,849	35,000	40,200	114.9%	36,800
	Total Revenue	42,300	60,337	35,150	40,550	115.4%	37,150
Code	Expenditure Classification	Actual Expense 2014-15	Actual Expense 2015-16	Amended Budget 2016-17	Estimated Expense 2016-17	% of Budget Expended	Proposed Budget 2017-18
9120	Capital Equipment	-	-	-	-	0.0%	-
9610	Transfer - 4110	75,737	-	-	-	0.0%	-
	Total Expenditures	75,737	-	-	-	0.0%	-
	ENDING FUND BALANCE	78,048	138,385	173,535	178,935	0.0%	216,085

# 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 2014-15	Actual Revenue 2015-16	Amended Budget 2016-17	Estimated Revenue 2016-17	% of Budget Received	Proposed Budget 2017-18
BEGINNING FUND BALANCE		118,494	144,733	183,313	183,313		208,733
4255	Interest	608	2,053	200	420	210.0%	450
6164	Public Meeting Facilities Fee	25,631	36,527	21,000	25,000	119.0%	22,100
Total Revenue		26,239	38,580	21,200	25,420	119.9%	22,550
Code	Expenditure Classification	Actual Expense 2014-15	Actual Expense 2015-16	Amended Budget 2016-17	Estimated Expense 2016-17	% of Budget Expended	Proposed Budget 2017-18
9610	Transfer - 4110	-	-	-	-	0.0%	-
Total Expenditures		-	-	-	-	0.0%	-
ENDING FUND BALANCE		144,733	183,313	204,513	208,733	0.0%	231,283

# 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 2014-15	Actual Revenue 2015-16	Amended Budget 2016-17	Estimated Revenue 2016-17	% of Budget Received	Proposed Budget 2017-18
BEGINNING FUND BALANCE		61,056	69,621	82,295	82,295		90,575
4255	Interest	297	894	100	180	180.0%	180
6106	Aquatic Facilities Fees	8,268	11,780	6,200	8,100	130.6%	6,500
Total Revenue		8,565	12,674	6,300	8,280	131.4%	6,680
Code	Expenditure Classification	Actual Expense 2014-15	Actual Expense 2015-16	Amended Budget 2016-17	Estimated Expense 2016-17	% of Budget Expended	Proposed Budget 2017-18
9300	Capital Projects	-	3,652	-	-	0.0%	-
Total Expenditures		-	-	-	-	0.0%	-
ENDING FUND BALANCE		69,621	82,295	88,595	90,575	102.2%	97,255

# STORM DRAINS

TOTAL BUDGET - \$22,500

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 2014-15	Actual Revenue 2015-16	Amended Budget 2016-17	Estimated Revenue 2016-17	% of Budget Received	Proposed Budget 2017-18
BEGINNING FUND BALANCE		1,263,194	1,423,906	1,605,217	1,605,217		1,752,717
4255	Interest	6,101	18,193	1,500	3,500	233.3%	3,500
6670	Storm Drainage Facilities Fees	155,023	204,454	120,000	144,000	120.0%	126,000
Total Revenue		161,124	222,647	121,500	147,500	121.4%	129,500
Code	Expenditure Classification	Actual Expense 2014-15	Actual Expense 2015-16	Amended Budget 2016-17	Estimated Expense 2016-17	% of Budget Expended	Proposed Budget 2017-18
8940	Contract Services	412	-	-	-		22,500
9367	Dry Wells	-	503	-	-	0.0%	-
9444	Land Acquisition	-	40,833	-	-		
Total Expenditures		412	41,336	-	-	0.0%	22,500
ENDING FUND BALANCE		1,423,906	1,605,217	1,726,717	1,752,717	101.5%	1,859,717

# 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 2014-15	Actual Revenue 2015-16	Amended Budget 2016-17	Estimated Revenue 2016-17	% of Budget Received	Proposed Budget 2017-18
BEGINNING FUND BALANCE		994,014	1,060,582	1,117,191	1,117,191		1,149,491
4255	Interest	4,583	12,930	1,500	2,300	153.3%	2,300
6600	Sanitary Sewer Facilities Fees	61,985	43,679	38,000	30,000	78.9%	31,500
Total Revenue		66,568	56,609	39,500	32,300	81.8%	33,800
Code	Expenditure Classification	Actual Expense 2014-15	Actual Expense 2015-16	Amended Budget 2016-17	Estimated Expense 2016-17	% of Budget Expended	Proposed Budget 2017-18
9610	Transfer - 5010	-	-	-	-	0.0%	-
Total Expenditures		-	-	-	-	0.0%	-
ENDING FUND BALANCE		1,060,582	1,117,191	1,156,691	1,149,491	99.4%	1,183,291

# MISCELLANEOUS GRANT FUND

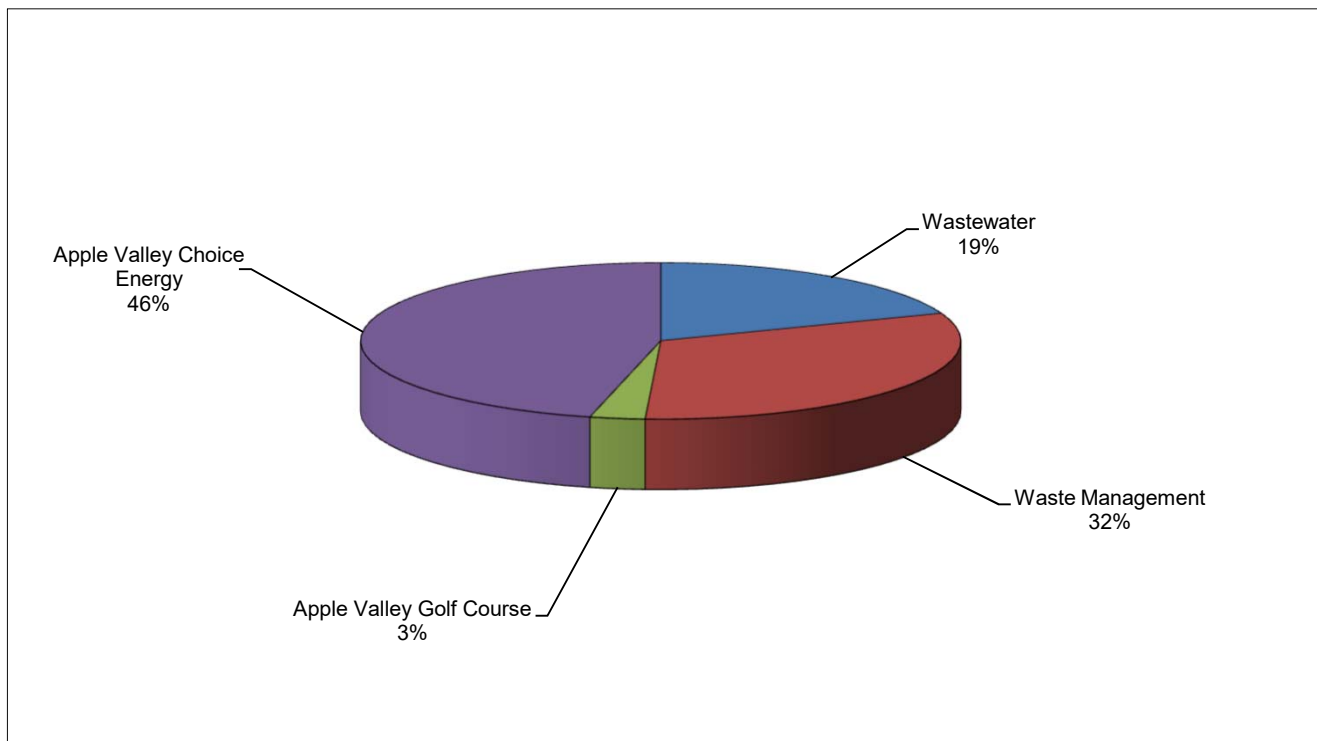
## TOTAL BUDGET - \$

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 2014-15	Actual Revenue 2015-16	Amended Budget 2016-17	Estimated Revenue 2016-17	% of Budget Received	Proposed Budget 2017-18
	BEGINNING FUND BALANCE	(80,195)	(141,093)	(132,677)	(132,677)		(132,677)
	<b>Special Purpose Grants</b>						
2521-6816-0000	PetSmart Charities	99	11,821	-	-	0.0%	-
4810-6816-0000	Active Transportation Program (9447)	-	-	923,000	923,000	100.0%	-
4801-6906-0000	DOT - Safe routes to school	3,761	-	-	-	0.0%	-
4803-6908-0000	DOC Recycling	14,191	26,849	-	-	0.0%	-
4804-6907-0005	12/14 Waste tire Cleanup	10,752	9,624	-	-	0.0%	-
4816-6907-0003	Waste Tire Amnesty	-	14,048	-	-	0.0%	-
4822-6816-0000	MSHCP-Multi-Species Habitat Con Plan	137,180	174,299	-	-	0.0%	-
4824-6816-0000	Illegal Disposal Site Abatement	-	12,500	-	-	0.0%	-
4828-6816-0000	Kaiser Grant	1,972	431	-	-	0.0%	-
4829-6816-0000	Municipal Spay-Neuter Grant	995	16,993	-	-	0.0%	-
4921-6816-0000	First Five	138,553	-	-	-	0.0%	-
	Total Revenues	307,504	266,565	923,000	923,000	100.0%	-
Code	Expenditure Classification	Actual Expense 2014-15	Actual Expense 2015-16	Amended Budget 2016-17	Estimated Expense 2016-17	% of Budget Expended	Proposed Budget 2017-18
4801-9589-0000	Yucca Loma Elementary School	21,055	17,297	-	-	0.0%	-
4804-xxxx-xxxx	Waste Tire Cleanup	10,437	1,991	-	-	0.0%	-
	<b>DOC Recycling</b>						
4803-8940-0000	Contract Services	14,191	10,118	-	-	0.0%	-
	<b>Waste Tire Amnesty</b>						
4816-8940-0000	Contract Service	5,920	2,506	-	-	0.0%	-
	<b>Civic Center Park</b>						
4806-9300-0000	Capital Projects	-	-	-	-	0.0%	-
	<b>Special Purpose Grants</b>						
2521-8988-0000	PetSmart Charities	99	438	-	-	0.0%	-
4810-9563-0000	SR25 Rancho Verde Elem.School	12,070	28,128	-	-	0.0%	-
4810-9999-2021	Tr to 2021 Mojave River Walk (9447)	-	-	923,000	923,000	100.0%	-
4822-8940-0000	USFWS-CDFG Contract Services	168,594	188,410	-	-	0.0%	-
4823-9416-0000	Hwy 18 Village Area Median	-	-	-	-	0.0%	-
4824-xxxx-xxxx	Illegal Disposal Site Abatement Grant	431	180	-	-	0.0%	-
4828-xxxx-xxxx	Kaiser Grant	1,972	-	-	-	0.0%	-
4829-xxxx-xxxx	Municipal Spay Neuter	995	9,688	-	-	0.0%	-
4921-xxxx-xxxx	First Five	132,637	(607)	-	-	0.0%	-
	Total Expenditures	368,401	258,149	923,000	923,000	100.0%	-
	ENDING FUND BALANCE	(141,093)	(132,677)	(132,677)	(132,677)	100.0%	(132,677)

## 2017/18 Enterprise Funds Revenue

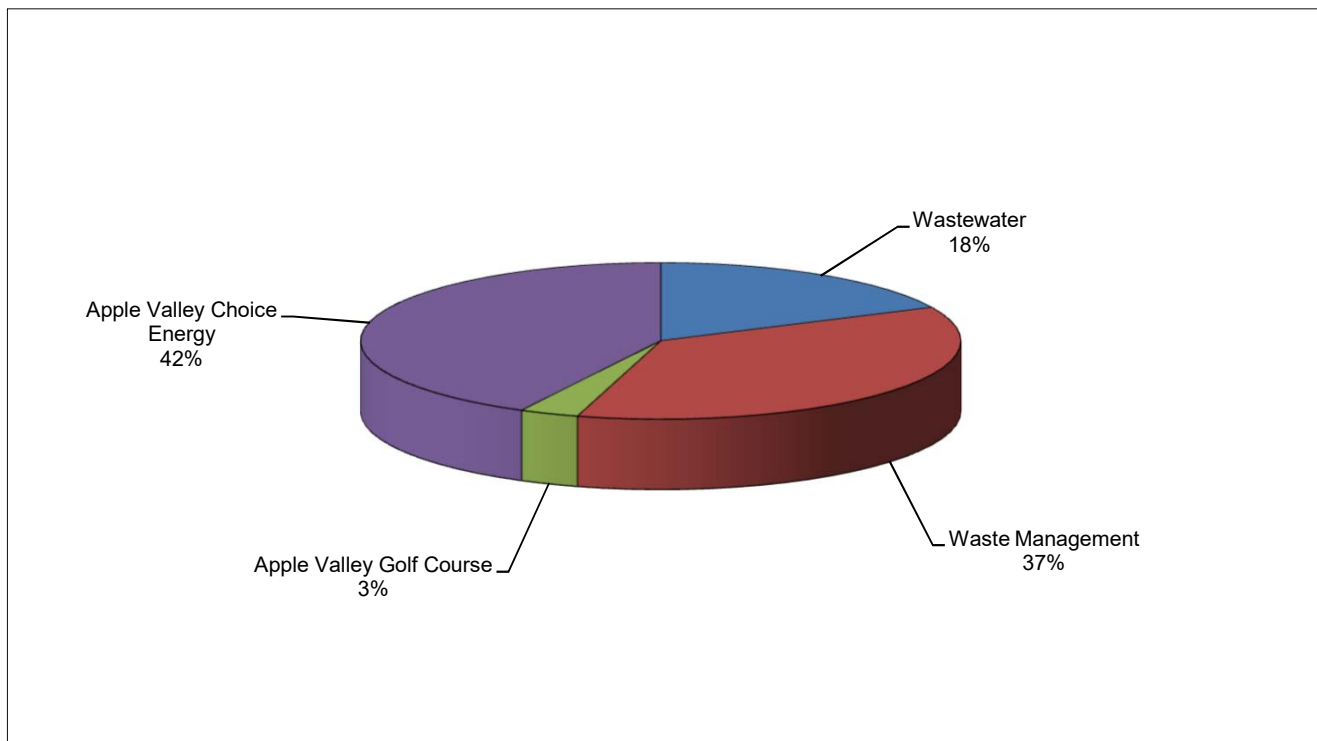
Wastewater	\$6,911,000	19%
Waste Management	11,311,800	32%
Apple Valley Golf Course	1,059,601	3%
Apple Valley Choice Energy	16,568,000	46%
Total - Enterprise Funds	<u><u>\$35,850,401</u></u>	





## 2017/18 Enterprise Funds Expenditures

Wastewater	\$5,964,641	18%
Waste Management	12,121,378	37%
Apple Valley Golf Course	1,059,601	3%
Apple Valley Choice Energy	14,060,906	42%
Total - Enterprise Funds	<u><u>\$33,206,526</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.



**WASTEWATER FUND 5010-4210**

Code	Revenue Classification	Actual Revenue 2014-15	Actual Revenue 2015-16	Amended Budget 2016-17	Estimated Revenue 2016-17	% of Budget Received	Proposed Budget 2017-18
<b>BEGINNING FUND BALANCE</b>		38,031,904	36,791,144	36,686,886	36,686,886		36,739,946
4181	Refunds, Reimb, Rebates	38,575	-	-	-	0.0%	-
4183	Gain/Loss on Disposal of FA	-	267,679	-	-	0.0%	-
4190	Debt Service Principle Received	(8,306)	(8,306)	-	-		-
4255	Interest	24,076	55,374	3,000	4,000	133.3%	4,000
6124	Feasibility Studies	3,000	-	5,000	-	0.0%	-
6146	Lot Splits	-	(4,443)	4,000	4,000	100.0%	4,000
6510	Administrative Fees	49,351	49,451	60,000	60,000	100.0%	60,000
6520	Buy In Fee	54,254	55,967	50,000	25,000	50.0%	25,000
6530	Inspection Fees	8,348	4,257	3,000	3,000	100.0%	3,000
6540	Local Sewer Connection Fees	129,354	121,050	110,000	110,000	100.0%	110,000
6630	Sewer Replacement Revenue	317,722	357,236	400,000	400,000	100.0%	400,000
6650	Sewer Use Fees	4,846,122	5,404,596	6,300,000	6,300,000	100.0%	6,300,000
6670	Storm Drainage Facilities	6,660	2,552	5,000	5,000	100.0%	5,000
6690	Water Use Fees	-	-	-	-		-
6999	Transfer in - 2010	21,964	-	-	-		-
6999	Transfer in - 2510	21,964	-	-	-		-
<b>Total Revenues</b>		<b>5,513,085</b>	<b>6,305,413</b>	<b>6,940,000</b>	<b>6,911,000</b>	<b>99.6%</b>	<b>6,911,000</b>
Code	Expenditure Classification	Actual Expense 2014-15	Actual Expense 2015-16	Amended Budget 2016-17	Estimated Expense 2016-17	% of Budget Expended	Proposed Budget 2017-18
<b>Personnel Services</b>							
7010	Salaries & Wages	399,876	395,127	385,248	385,248	100.0%	331,195
7030	Wages Overtime	9,681	9,130	15,000	15,000	100.0%	15,000
7110	Cafeteria Benefits	79,251	69,363	68,375	68,375	100.0%	53,420
7120	Deferred Comp	3,106	3,723	3,336	3,336	100.0%	3,480
7140	RHS	(16)	1,883	1,861	1,861	100.0%	1,625
7150	Medicare	5,819	5,957	5,586	5,586	100.0%	4,802
7160	PERS	95,961	122,495	90,303	90,303	100.0%	81,817
7165	Auto Allowance	-	-	-	-	0.0%	-
<b>Total Personnel</b>		<b>593,678</b>	<b>607,678</b>	<b>569,709</b>	<b>569,709</b>	<b>100.0%</b>	<b>491,339</b>
<b>Operations &amp; Maintenance</b>							
7180	Uniforms	2,195	2,836	4,000	4,000	100.0%	4,000
7185	Pension Expense - GASB 68	(16,337)	(54,519)	-	-	0.0%	-
7207	Banking Fees - Check 21	1,071	1,057	1,100	1,100	100.0%	-
7223	Disposal	1,415	1,502	1,800	1,800	100.0%	1,800
7229	Education & Training	591	1,472	3,700	1,500	40.5%	2,730
7241	Meetings & Conferences	85	837	175	1,000	571.4%	1,260
7247	Memberships & Dues	2,545	2,365	2,050	2,050	100.0%	2,880
7253	Mileage	2,417	1,594	100	100	100.0%	100
7259	Miscellaneous	38	111	500	500	100.0%	500
7265	Office Supplies	169	249	300	500	166.7%	500
7277	Printing	50	2,073	2,100	2,100	100.0%	2,100
7295	0109 Utilities phones/ cell phones	7,018	6,459	7,000	7,000	100.0%	8,000
7295	0847 Utilities Electricity usage	62,181	53,537	62,000	62,000	100.0%	62,000
7295	0848 Utilities Natural gas usage	701	1,122	1,000	1,000	100.0%	1,000
7295	0849 Utilities Water usage	4,737	5,807	5,000	5,000	100.0%	5,000
7312	Bad Debt	10,271	11,404	23,800	23,800	0.0%	23,800
7345	Prior Period Adjustment	470,984	-	-	-	0.0%	-
7360	Safety & Security	293	244	350	700	200.0%	700
7655	Building Maintenance	4,006	3,361	5,000	7,500	150.0%	7,500
7755	Grounds Maintenance	851	611	600	600	100.0%	600
7942	System Maintenance	63,254	74,399	75,000	75,000	100.0%	75,000
7949	Sewage Treatment	1,667,281	1,879,614	2,100,000	2,100,000	100.0%	2,100,000
7970	Small Tools	969	923	750	750	100.0%	750
8908	ACS	48,725	49,442	50,000	50,000	100.0%	50,000
8940	Contracted Services	38,080	17,832	20,000	20,000	100.0%	20,000

Code	Expenditure Classification	Actual Expense 2014-15	Actual Expense 2015-16	Amended Budget 2016-17	Estimated Expense 2016-17	% of Budget Expended	Proposed Budget 2017-18
8964	Engineering Contractor	2,650	2,310	6,000	6,000	100.0%	6,000
9013	Communications Equip	-	127	1,000	1,000	100.0%	1,000
9026	Equipment Maintenance	1,603	222	2,500	2,500	100.0%	2,500
9052	Gasoline, Diesel & oil	21,070	19,172	27,000	27,000	100.0%	27,000
9065	Leased Equipment	186	443	350	350	100.0%	350
9078	Safety Equipment	1,325	774	500	1,400	280.0%	1,400
9091	Vehicle Maintenance	5,791	8,717	9,000	9,000	100.0%	15,000
9999	Administrative Overhead	1,707,400	1,896,510	1,855,799	1,855,799	100.0%	748,400
	<b>Total Operations &amp; Maint</b>	<b>4,113,614</b>	<b>3,992,606</b>	<b>4,268,474</b>	<b>4,271,049</b>	<b>100.1%</b>	<b>3,171,870</b>
	<b>Capital Expenditures</b>						
9750	Depreciation	1,787,182	1,447,295	1,787,182	1,787,182	100.0%	1,787,182
9820	Bond Issue Costs	-	-	-	-	0.0%	-
9120	Capital Outlay	-	6,217	-	-		70,250
9300	Capital Projects	-	96,504	230,000	230,000	100.0%	444,000
9840	Principle	130,000	130,000	-	-		-
9860	Interest Expense	129,370	129,370	-	-		-
	<b>Total Capital Expenditures</b>	<b>2,046,553</b>	<b>1,809,387</b>	<b>2,017,182</b>	<b>2,017,182</b>	<b>100.0%</b>	<b>2,301,432</b>
	<b>Total Expenditures</b>	<b>6,753,845</b>	<b>6,409,671</b>	<b>6,855,365</b>	<b>6,857,940</b>	<b>100.0%</b>	<b>5,964,641</b>
	<b>ENDING FUND BALANCE</b>	<b>36,791,144</b>	<b>36,686,886</b>	<b>36,771,521</b>	<b>36,739,946</b>	<b>99.9%</b>	<b>37,686,305</b>
	<b>Less Capital Assets</b>	<b>31,762,275</b>	<b>30,110,296</b>	<b>28,553,114</b>	<b>28,553,114</b>	<b>100.0%</b>	<b>27,280,182</b>
	<b>TOTAL FUND BALANCE LESS CAPITAL ASSETS</b>	<b>5,028,869</b>	<b>6,576,590</b>	<b>8,218,407</b>	<b>8,186,832</b>	<b>99.6%</b>	<b>10,406,123</b>

<b>Personnel Schedule</b>	<b>Actual 2014-15</b>	<b>Actual 2015-16</b>	<b>Actual 2016-17</b>	<b>Proposed 2017-18</b>
<b>Full Time:</b>				
Director of Public Works	0.34	0.34	0.34	0.34
Public Works Manager	0.33	0.33	0.33	0.33
Public Works Supervisor	0.00	0.00	1.00	1.00
Public Services Technician	1.00	1.00	1.00	0.00
Senior Maintenance Worker	1.00	1.00	0.50	0.50
Maintenance Worker II	1.50	1.50	2.00	2.00
Maintenance Worker I	2.00	2.00	1.00	1.00
<b>Total FTE's:</b>	<b>6.17</b>	<b>6.17</b>	<b>6.17</b>	<b>5.17</b>

# WASTE MANAGEMENT FUND

TOTAL BUDGET – \$12,121,378

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 2014-15	Actual Revenue 2015-16	Amended Budget 2016-17	Estimated Revenue 2016-17	% of Budget Received	Proposed Budget 2017-18
	<b>BEGINNING FUND BALANCE</b>	4,135,376	3,199,660	2,048,896	2,048,896		850,913
4165	Misc Penalties, Fines	49,938	80,986	25,000	25,000	100.0%	25,000
4179-4951	Recycling Revenue	37,451	41,418	36,000	36,000	100.0%	40,000
4181	Refunds, Reimb, Rebates	-	-	1,500	1,500	100.0%	-
4255	Interest Earnings	24,886	48,592	15,000	15,000	100.0%	45,000
6510	Administration Fees	2,062,677	2,343,510	2,260,000	2,260,000	100.0%	2,200,000
6710	Landfill Fees	2,894,204	2,910,466	3,000,000	3,000,000	100.0%	2,900,000
6720	MRF Operations	0	0	250,000	250,000	100.0%	250,000
6730	Waste Disposal Agmt Article 19	0	0	57,800	57,800	100.0%	57,800
6750	State Recycling Fees	1,323,163	1,341,679	1,332,100	1,332,100	100.0%	1,375,000
6770	Trash Collection Fees	4,434,755	4,326,960	5,400,000	4,390,000	81.3%	4,400,000
6780	Trash Liens	24,853.18	(14,967)				-
6924-4951	Oil Payment Program - State	19,714	19,733	19,000	19,000	100.0%	19,000
	<b>Total Revenues</b>	<b>10,871,640</b>	<b>11,098,377</b>	<b>12,396,400</b>	<b>11,386,400</b>	<b>91.9%</b>	<b>11,311,800</b>
Code	Expenditure Classification	Actual Expense 2014-15	Actual Expense 2015-16	Amended Budget 2016-17	Estimated Expense 2016-17	% of Budget Expended	Proposed Budget 2017-18
	<b>Personnel Services 5510-7510</b>						
7010	Salaries	86,989	95,448	97,287	97,287	100.0%	67,062
7020	Salaries Part-Time	5,429					
7030	Overtime	41	64				
7110	Cafeteria Benefits	13,238	15,956	15,822	15,822	100.0%	16,300
7120	Deferred Comp	1,511	2,265	1,663	1,663	100.0%	0
7140	RHS	-	476	486	486		335
7150	Medicare	1,394	1,404	1,411	1,411	100.0%	972
7160	PERS	15,292	21,363	16,883	16,883	100.0%	7,548
	<b>Total Personnel</b>	<b>123,894</b>	<b>136,976</b>	<b>133,553</b>	<b>133,553</b>		<b>92,217</b>
	<b>Operations &amp; Maintenance</b>						
7185	Pension Expense - GASB 68	(2,917)	(9,736)			0.0%	
7205-4951	Advertising	-	150	600	600	100.0%	500
7207	Banking Fees - Check 21	2,300	2,233	2,800	2,800	100.0%	2,800
7229-4951	Education & Training	44	139	-	-		350
7241-4951	Meetings & Conferences	1,943	2,586	-	-		2,250
7247-4951	Membership & Dues	230	377	-	-		600
7253-4951	Mileage	1,357	1,160	1,500	1,500	100.0%	1,500
7259-4951	Miscellaneous	-	5	200	200	100.0%	200
7277-4951	Printing	42	42	250	250	100.0%	250
7312	Bad Debt	13,321	781				-
7345	Prior Period Adjustment	84,104	-			0.0%	-
7350-4951	Public Information	-	659	700	700	100.0%	700
8908	ACS Computer Services	122,778	101,652	125,000	125,000	100.0%	125,000
8924	AVCO Disposal	5,608,860	5,715,322	5,900,000	5,900,000	100.0%	5,900,000
8940	Contract Services	29,614	36,096	22,000	22,000	100.0%	22,000
8952	County Solid Waste	1,462,601	1,537,525	1,575,000	1,575,000	100.0%	1,575,000
8970	HH Hazardous Waste-Recycling	31	-				900
8970-4951	Household Hazardous Waste	3,061	6,078	17,000	17,000	100.0%	17,000
8971-4951	Household Hazardous Waste-Co Fire	79,052	79,052	80,000	80,000	100.0%	80,000
8976	MRF Operations/Admin	224,789	220,205	250,000	250,000		250,000
8980	Organic Recycling	13,040	14,714	13,000	13,000	100.0%	13,000
8984	Solid Waste JPA	28,935	28,261	50,000	30,000	60.0%	50,000
	<b>Total Operations &amp; Maint</b>	<b>7,673,185</b>	<b>7,737,302</b>	<b>8,038,050</b>	<b>8,018,050</b>	<b>99.8%</b>	<b>8,042,050</b>

Code	Expenditure Classification	Actual Expense 2014-15	Actual Expense 2015-16	Amended Budget 2016-17	Estimated Expense 2016-17	% of Budget Expended	Proposed Budget 2017-18
<b>Household Hazardous Waste - Used Oil (5510-4460)</b>							
7010-4951	Salaries Regular	418	2,515	1,000	1,000	100.0%	1,000
7020-4951	Salaries Part-Time	11,575	13,146	14,184	14,184	100.0%	14,184
7025-4951	Part-Time Sick Leave	-	356				
7030-4951	Overtime	351	731	500	500	100.0%	500
7150-4951	Medicare	177	232	206	206	100.0%	206
7160-4951	PERS	122	831				
7241-4951	Meetings and Conferences	20	765	1,620	1,620	100.0%	1,620
7253-4951	Mileage Exp/Allowance	297	404	500	500	100.0%	500
8970-4951	Household Hazardous Waste	-	341	1,000	1,000	100.0%	1,000
<b>Total HHW - Used Oil</b>		<b>12,961</b>	<b>19,321</b>	<b>19,010</b>	<b>19,010</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	209,853	144,032	210,000	210,000	100.0%	210,000
9860	Interest Expense	74,976	58,165	53,000	53,000	100.0%	53,000
<b>Total Debt Service</b>		<b>352,390</b>	<b>269,759</b>	<b>330,561</b>	<b>330,561</b>	<b>100.0%</b>	<b>330,561</b>
<b>Transfers</b>							
9610	Transfer - 1001 (Franchise Fee)	1,708,966	1,973,526	2,006,900	2,006,900	100.0%	1,965,000
9999	Administrative Overhead	1,935,959	2,112,257	2,076,309	2,076,309	100.0%	1,672,540
<b>Total Transfers</b>		<b>3,644,925</b>	<b>4,085,783</b>	<b>4,083,209</b>	<b>4,083,209</b>	<b>100.0%</b>	<b>3,637,540</b>
<b>Total Expenditures</b>		<b>11,807,356</b>	<b>12,249,141</b>	<b>12,604,383</b>	<b>12,584,383</b>	<b>99.8%</b>	<b>12,121,378</b>
<b>ENDING FUND BALANCE</b>		<b>3,199,660</b>	<b>2,048,896</b>	<b>1,840,913</b>	<b>850,913</b>	<b>46.2%</b>	<b>41,335</b>

<b>Personnel Schedule</b>	<b>Actual 2014-15</b>	<b>Actual 2015-16</b>	<b>Actual 2016-17</b>	<b>Proposed 2017-18</b>
<b>Full Time:</b>				
Public Services Manager	0.00	0.00	0.50	0.00
Environmental&Transit Services Manage	0.50	0.50	0.00	0.00
Sr. Office Assistant	0.00	0.00	0.00	0.30
Account Clerk II	1.00	1.00	1.00	1.00
<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>1.86</b>

# GOLF COURSE ENTERPRISE FUND

TOTAL BUDGET - \$ 1,059,601

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 2014-15	Actual Revenue 2015-16	Amended Budget 2016-17	Estimated Revenue 2016-17	% of Budget Received	Proposed Budget 2017-18
	BEGINNING FUND BALANCE	(1,847,399)	(2,143,967)	(2,242,891)	(2,242,891)		(2,246,822)
4170	Other Revenue Sources	-	254,000	-	-	0.0%	-
4181	Refunds, Reimb & Rebates	-	-	-	-		-
4184	Cash over/short	(69)	(32)	-	-		-
5700	Cell Tower Rents	6,620	21,272	20,000	20,000	0.0%	20,000
6420	Green Fees	621,395	592,008	625,000	625,000	100.0%	600,000
6485	SGM Food & Beverage 2%	8,479	7,934	3,100	3,100		3,000
6490	Other Golf Course Revenue	-	1,500	-	-		-
6999	Transfer - 1001	266,333	349,968	422,019	422,019	100.0%	436,601
	<b>Total Revenues</b>	<b>902,758</b>	<b>972,649</b>	<b>1,070,119</b>	<b>1,070,119</b>	<b>100.0%</b>	<b>1,059,601</b>
Code	Expenditure Classification	Actual Expense 2014-15	Actual Expense 2015-16	Amended Budget 2016-17	Estimated Expense 2016-17	% of Budget Expended	Proposed Budget 2017-18
0000	Non-departmental						
7180	Uniform Expense	-	-	-	-		-
7205	Advertising-Marketing	159	18,953	54,000	54,000	100.0%	20,000
7217	Credit Card Costs	10,685	9,789	11,000	11,000	100.0%	11,000
7235	Insurance	-	-	-	-		-
7241	Meetings & Conferences	-	-	-	-		-
7253	Mileage Exp/Allowance	-	-	-	-		-
7259	Miscellaneous Costs	2,977	1,073	750	750	100.0%	750
7277	Printing	-	-	500	500	100.0%	500
7295-0849	Utilities: Water Usage	677	-	100	100	100.0%	100
7311	AVGC Charges	-	-	-	-		-
7324	Gift Certificates	316	(136)	-	-		-
7330	Hardware/Software Supplies/Exp	36	-	100	100		100
7332	Management Fee	96,000	88,000	96,000	96,000	100.0%	96,000
7360	Safety & Security	-	-	100	100		100
8940	Contract Services	2,672	4,729	500	500	100.0%	500
8972-0402	Legal-BB&K	-	-	-	-		-
9065	Leased Equipment	2,205	2,305	-	-		-
9120	Capital Equipment	-	8,130	-	-		-
9750	Depreciation	16,232	58,036	16,232	16,232	100.0%	16,232
9860	Interest Expense	15,969	43,437	-	-		-
	<b>Sub-Total Non-departmental</b>	<b>147,927</b>	<b>234,317</b>	<b>179,282</b>	<b>179,282</b>	<b>100.0%</b>	<b>145,282</b>
7700	Golf Club - Administrative						
7205	Advertising-Marketing	90	50	-	-	0.0%	-
7247	Membership & Dues	90	-	-	-	0.0%	-
7253	Mileage Exp/Allowance	-	-	-	-	0.0%	-
7259	Miscellaneous Costs	553	134	100	100	100.0%	100
7265	Office Supplies/Expense	701	642	600	600	100.0%	600
7271	Postage	-	-	100	100	100.0%	100

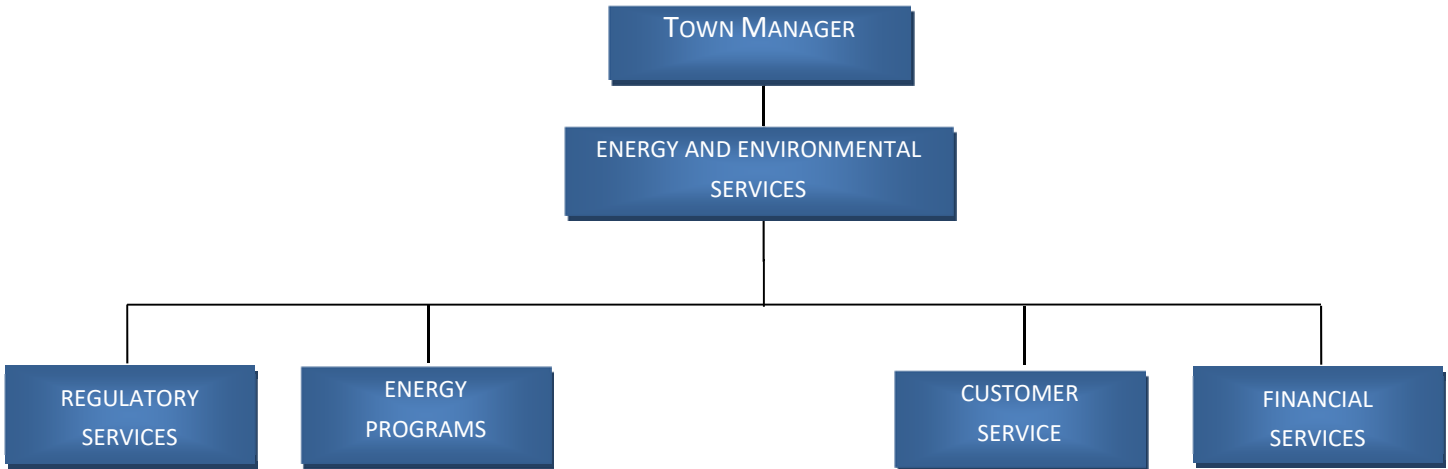


Code	Expenditure Classification	Actual Expense 2014-15	Actual Expense 2015-16	Amended Budget 2016-17	Estimated Expense 2016-17	% of Budget Expended	Proposed Budget 2017-18
	7277 Printing	-	-	75	75	100.0%	75
7295-0109	Utilities:Phone,Internet,Cell Phones	4,246	2,415	6,000	6,000	100.0%	6,000
	7331 License & Fees	-	-	500	500	100.0%	500
	7655 Building Maintenance	194	-	2,500	2,500	100.0%	2,500
	8940 Contract Services	131,852	122,566	126,000	126,000	100.0%	126,000
	9065 Leased Equipment	-	-	-	-	0.0%	-
	<b>Sub-Total Golf Club - Administrative</b>	<b>137,726</b>	<b>125,807</b>	<b>135,875</b>	<b>135,875</b>	<b>100.0%</b>	<b>135,875</b>
7710	Golf Club - Food & Beverage						
	7180 Uniform Expenses	-	-	-	-	-	-
	7205 Advertising - Marketing	(280)	-	-	-	-	-
	7223 Disposal Services	-	-	-	-	-	-
	7259 Miscellaneous Costs	-	-	-	-	-	-
7295-0109	Utilities:Phone,Internet,Cell Phones	1,866	1,727	-	-	-	-
	7323 Food and Beverage - Resale	-	-	-	-	-	-
	7655 Building Maintenance	-	-	-	-	-	-
	8940 Contract Services	-	-	-	-	-	-
	9065 Leased Equipment	-	-	-	-	-	-
	<b>Sub-Total Golf Club -Food &amp; Beverage</b>	<b>1,586</b>	<b>1,727</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
7712	Golf Club - Cart Barn						
	7360 Safety & Security	211	-	-	-	-	-
	7655 Building Maintenance	-	8,530	3,000	3,000	100.0%	3,000
	8940 Contract Services	27,297	25,980	25,000	25,000	-	25,000
	9026 Equipment Maintenance	3	430	-	-	0.0%	-
	9065 Leased Equipment	74,693	65,254	69,000	69,000	100.0%	69,000
	9140 Vehicle & Equipment Replacement	-	-	500	500	100.0%	500
	<b>Sub-Total Golf Club - Cart Barn</b>	<b>102,204</b>	<b>100,193</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	6,311	8,664	6,000	6,000	100.0%	6,000
	7223 Disposal Services	3,404	(2,506)	600	600	100.0%	600
	7241 Meetings & Conferences	-	-	-	-	-	-
	7253 Mileage Exp/Allowance	-	-	-	-	-	-
	7259 Miscellaneous Costs	67	12	500	500	100.0%	500
	7271 Postage	-	-	-	-	-	-
7295-0109	Utilities:Phone,Internet,Cell Phones	645	-	1,200	1,200	100.0%	1,200
7295-0847	Utilities: Electricity Usage	52,519	60,348	54,000	54,000	100.0%	60,000
7295-0849	Utilities: Water Usage	171,000	89,001	25,000	25,000	100.0%	20,000
	7331 License & Fees	799	568	750	750	100.0%	750
	7353 Range Supplies	3,975	8,563	3,500	3,500	100.0%	3,500
	7360 Safety & Security	1,099	1,851	175	175	100.0%	175
	7655 Building Maintenance	364	501	1,500	1,500	100.0%	1,500
	7755 Grounds Maintenance	51,920	39,321	65,000	65,000	100.0%	65,000
	7970 Small Tools	19	421	500	500	100.0%	500
	8940 Contract Services	198,627	179,372	198,000	198,000	100.0%	198,000
	9026 Equipment Maintenance	21,844	31,676	24,000	24,000	100.0%	24,000
	9052 Gasoline, Diesel, Oil	18,714	10,501	19,250	19,250	100.0%	19,250
	9065 Leased Equipment	9,126	65,598	100,000	100,000	100.0%	100,000
	9078 Safety & Security	-	-	200	200	100.0%	200
	9091 Vehicle Maintenance	-	-	-	-	-	-
	9300 Capital Projects	130,189	-	-	-	#DIV/0!	22,500
	<b>Sub-Total Golf Course Grounds</b>	<b>670,621</b>	<b>493,892</b>	<b>500,175</b>	<b>500,175</b>	<b>100.0%</b>	<b>523,675</b>

Code	Expenditure Classification	Actual Expense 2014-15	Actual Expense 2015-16	Amended Budget 2016-17	Estimated Expense 2016-17	% of Budget Expended	Proposed Budget 2017-18
7716	Golf Club - Golf Course Facilities						
7010	Salaries & Wages	1,565	1,989	2,756	2,756	100.0%	2,828
7030	Wages Overtime	1	-	-	-		-
7110	Cafeteria and other Benefits	285	338	530	530	100.0%	478
7140	RHS	-	9	14	14		14
7150	Medicare	23	29	40	40	100.0%	41
7160	PERS	341	622	707	707	100.0%	783
	<b>Total Personnel</b>	<b>2,216</b>	<b>2,987</b>	<b>4,047</b>	<b>4,047</b>	<b>100.0%</b>	<b>4,144</b>
	7223 Disposal Services	3,337	3,722	3,500	3,500	100.0%	3,500
7295-0847	Utilities: Electricity Usage	55,257	45,667	48,500	48,500	100.0%	48,500
7295-0848	Utilities: Natural Gas Usage	10,624	8,893	13,000	13,000	100.0%	13,000
7295-0849	Utilities: Water Usage	111	265	1,900	1,900	100.0%	1,900
7360	Safety & Security	719	748	2,200	2,200	100.0%	2,200
7383	Vandalism Repairs	-	-	-	-		-
7655	Building Maintenance	25,269	8,815	15,000	15,000	100.0%	15,000
8940	Contract Services	(12,802)	-	-	-		-
	<b>Sub-Total Golf Course Facilities</b>	<b>86,947</b>	<b>74,083</b>	<b>92,194</b>	<b>92,194</b>	<b>100.0%</b>	<b>88,244</b>
7718	Golf Course - Parking Lot						
7755	Grounds Maintenance	126	-	-	-		-
	<b>Sub-Total Golf Course - Parking Lot</b>	<b>126</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>
7722	Golf Club - Pro Shop						
7180	Uniform Expense	207	129	-	-		-
7205	Advertising-Marketing	1,321	3,500	3,500	3,500	100.0%	3,500
7265	Office Supplies/Expense	120	172	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	404	264	475	475	100.0%	475
7331	License & Fees	140	-	-	-		-
7360	Safety & Security	29	58	-	-		-
7383	Vandalism Repairs	-	-	-	-		-
7655	Building Maintenance	3,746	1,588	5,500	5,500	100.0%	5,500
8940	Contract Services	45,733	34,688	58,000	58,000	100.0%	58,000
	<b>Sub-Total Golf Club - Pro Shop</b>	<b>51,784</b>	<b>40,399</b>	<b>68,525</b>	<b>68,525</b>	<b>100.0%</b>	<b>68,525</b>
7726	Golf Club - Tennis Court						
7259	Miscellaneous Costs	-	-	-	-		-
7295-0109	Utilities:Phone,Internet,Cell Phones	404	-	500	500	100.0%	500
7770	Sports Fields Light Maintenance	-	1,153	-	-		-
	<b>Sub-Total Golf Club - Tennis Court</b>	<b>404</b>	<b>1,153</b>	<b>500</b>	<b>500</b>	<b>100.0%</b>	<b>500</b>
	<b>Total Expenditures</b>	<b>1,199,326</b>	<b>1,071,572</b>	<b>1,074,051</b>	<b>1,074,051</b>	<b>100.0%</b>	<b>1,059,601</b>
	<b>ENDING FUND BALANCE</b>	<b>(2,143,967)</b>	<b>(2,242,891)</b>	<b>(2,246,822)</b>	<b>(2,246,822)</b>	<b>100.0%</b>	<b>(2,246,822)</b>
	<b>Less Capital Assets</b>	<b>1,482,440</b>	<b>1,482,440</b>	<b>1,466,208</b>	<b>1,466,208</b>		<b>1,449,976</b>
	<b>TOTAL FUND BALANCE LESS CAPITAL ASSETS</b>	<b>(3,626,407)</b>	<b>(3,725,331)</b>	<b>(3,713,030)</b>	<b>(3,713,030)</b>	<b>100.0%</b>	<b>(3,696,798)</b>

	Actual 2014-15	Actual 2015-16	Actual 2016-17	Proposed 2017-18
<b>Personnel Schedule</b>				
Sr. Maintenance Worker	0.02	0.02	0.02	0.02
Maintenance Worker II	0.00	0.00	0.02	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>0.05</b>	<b>0.05</b>

# APPLE VALLEY CHOICE ENERGY



## DEPARTMENT DESCRIPTION



Apple Valley Choice Energy (AVCE) is a Town of Apple Valley municipal service formed to enable customers within its service area to take advantage of the opportunities established by Assembly Bill 117 (AB 117), the Community Choice Aggregation law.

AVCE is Apple Valley's locally operated electrical power provider and offers Town residents and businesses a viable alternative to traditional investor-owned utilities. The Apple Valley Town Council sets the rates for electric generation, providing local customers with greater local benefit. As a municipal service, we offer rates that are typically more affordable than Southern California Edison (SCE), and with a higher renewable energy content.

Customers enrolled in AVCE will continue to receive their CARE, FERA, and Medical Baseline discount within their SCE delivery charges. Additionally, AVCE customers with Net Energy Metering (NEM) systems have the opportunity to receive credits for future energy service and even receive cash back when their systems produce excess energy. Level Pay Plan (LPP), Summer Discount program, and other SCE programs will continue with AVCE.

Apple Valley Choice Energy purchases electricity and provides it to Apple Valley electric customers, focusing on affordable rates and increased renewable energy content. There are no duplicate charges between AVCE and SCE because we each provide unique services. AVCE procures electricity while SCE delivers that energy to your doorstep, maintains and repairs the infrastructure that carries it, and provides you with convenient customer services, including billing. AVCE customers receive a single monthly bill from SCE that contains charges from SCE and AVCE.

## 2016-17 HIGHLIGHTS

- Successful launch of Apple Valley Choice Energy
- Established Apple Valley Choice Energy website
- Launched campaign for More Choice 50% renewable program
- Provided Community Forums to educate our citizen of the benefits of AVCE
- Worked in conjunction with PIO Department staff on advertising and marketing

## 2017-18 OBJECTIVES/GOALS

- Launch programs to increase participation in the More Choice 50% renewable energy program
- Launch programs to increase participation in the Your Choice (NEM) program
- Explore Energy Efficiency Programs and funding available through the Public Utilities Commission
- Develop programs to meet AVCEs energy storage mandate
- Increase local Resource Adequacy in power portfolio

Department Workload Indicators				
	Actual FY 16-17	Goal FY 17-18	Estimated FY 17-18	Goal FY 18-19
Community Outreach Events	4	6	6	
AVCE Core Choice Participants	25800	25800	25800	
AVCE More Choice Participants	5	20		
AVCE Your Choice Participants	2300	2400	2400	
Internal Customer Inquiries	75	162	162	
Social media followers (all platforms)	11,000	11,200	11,200	
Serve on CCA Boards/Committees	3			

Department Performance Measures				
	Actual FY 16-17	Goal FY 17-18	Estimated FY 17-18	Goal FY 18-19
Increase Community Outreach Events by 2	4	6	6	
Maintain less than 5% reduction in Core Choice Participants		5%	5%	
Increase More Choice Participation by 5%		5%	5%	
Increase Your Choice Participation by 5%		5%	5%	
Average number of days to process customer inquiries	2	1	.5	
Increase Social Media followers by 2%		2%		

APPLE VALLEY CHOICE ENERGY (5810)							
Code	Revenue Classification	Actual Revenue 2014-15	Actual Revenue 2015-16	Amended Budget 2016-17	Estimated Revenue 2016-17	% of Budget Received	Proposed Budget 2017-18
BEGINNING FUND BALANCE		-	-	-	-		(100,452)
4380	AVCE Energy Generation Rever	-	-	1,350,000	-	0.0%	16,568,000
4381	AVCE Smart Choice Revenue	-	-	-	-		-
4181	Miscellaneous Revenue	-	-	-	-		-
4255	Interest Earnings	-	-	-	-		-
6816	Grants	-	-	-	-		-
Total Revenues		-	-	1,350,000	-	0.0%	16,568,000
Code	Expenditure Classification	Actual Expense 2014-15	Actual Expense 2015-16	Amended Budget 2016-17	Estimated Expense 2016-17	% of Budget Expended	Proposed Budget 2017-18
Personnel Services 5810							
7010	Salaries	-	-	73,860	73,860	100.0%	195,925
7020	Salaries Part-Time	-	-	-	-	100.0%	-
7030	Overtime	-	-	-	-	100.0%	-
7110	Cafeteria Benefits	-	-	11,088	11,088	100.0%	23,908
7120	Deferred Comp	-	-	1,728	1,728	100.0%	4,045
7140	RHS	-	-	372	372	100.0%	980
7150	Medicare	-	-	1,056	1,056	100.0%	2,841
7160	PERS	-	-	12,348	12,348	100.0%	39,007
Total Personnel		-	-	100,452	100,452		266,706
Operations & Maintenance							
7205	Advertising	-	-	-	-		129,500
7229	Education & Training	-	-	-	-		5,000
7241	Meetings & Conferences	-	-	-	-		33,900
7247	Membership & Dues	-	-	-	-		33,000
7253	Mileage	-	-	-	-		1,000
7259	Miscellaneous	-	-	-	-		-
7277	Printing	-	-	-	-		19,400
7312	Bad Debt	-	-	-	-		67,200
7350	Public Information	-	-	-	-		7,000
7390	Power Procurement	-	-	1,350,000	-	0.0%	11,503,100
7391	AVCE Programs	-	-	-	-		-
7392	NEM True-Up Payments	-	-	-	-		3,000
7393	Open Market Power Purchases	-	-	-	-		-
7394	Rate Stabilization	-	-	-	-		-
7395	Required Mailings	-	-	-	-		26,600
8916	Audit Fees	-	-	-	-		1,500
8940	Contract Services	-	-	-	-		1,017,700
Total Operations & Maint		-	-	1,350,000.00	-	0.0%	12,847,900
Transfers							
9999	Administrative Overhead	-	-	-	-		946,300
Total Transfers		-	-	-	-	0.0%	946,300
Total Expenditures		-	-	1,450,452	100,452	0	14,060,906
ENDING FUND BALANCE		-	-	(100,452)	(100,452)	100.0%	2,406,642

<u>Personnel Schedule</u>	<u>Actual 2014-15</u>	<u>Actual 2015-16</u>	<u>Actual 2016-17</u>	<u>Proposed 2017-18</u>
<b>Full Time:</b>				
Public Services Manager	0.00	0.00	0.60	0.75
Administrative Analyst II	0.00	0.00	0.75	1.00
Sr. Office Assistant	0.00	0.00	0.30	0.70
<b>Part Time:</b>				
	0.00	0.00	0.00	0.00
<b>Total FTE's:</b>	<b>0.00</b>	<b>0.00</b>	<b>1.65</b>	<b>2.45</b>

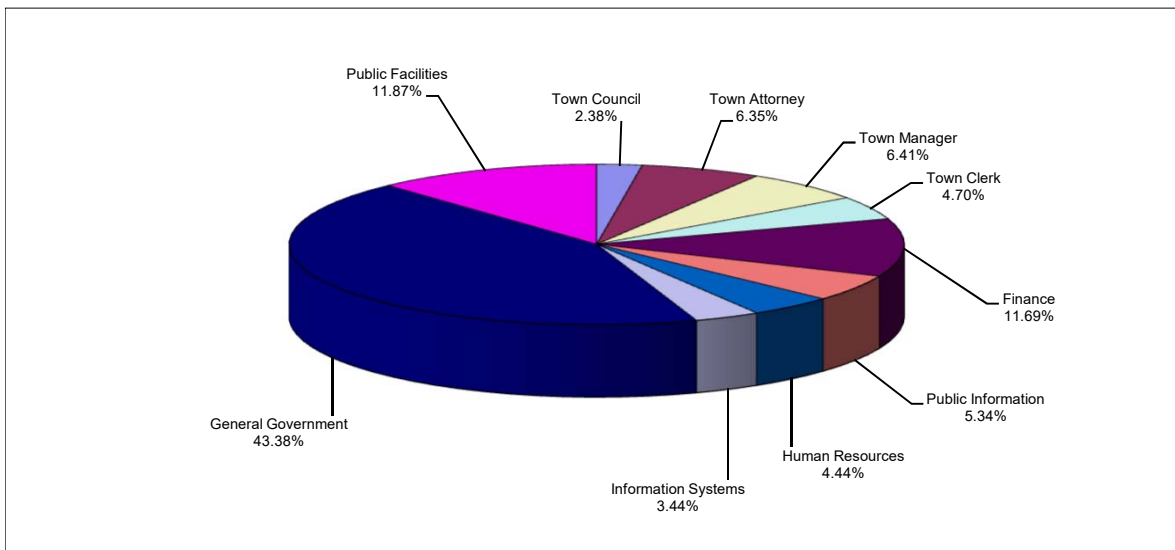
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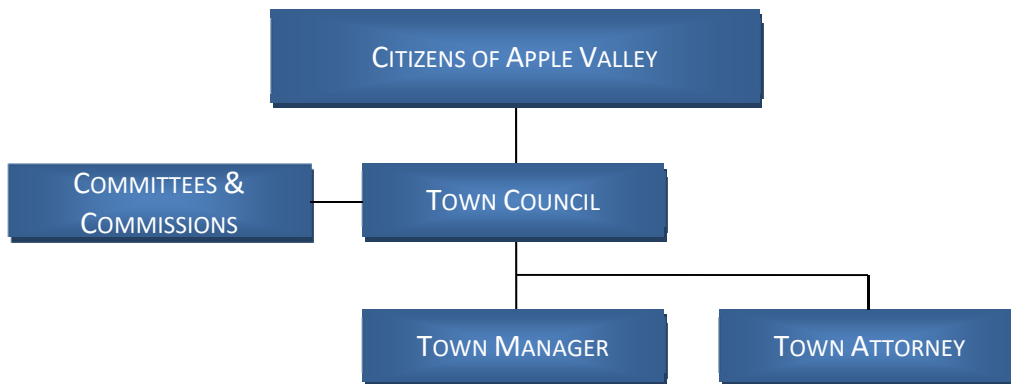
Town of Apple Valley

## 2017/18 General Government Appropriations

Town Council	\$232,127
Town Attorney	620,000
Town Manager	625,310
Town Clerk	458,992
Finance	1,140,968
Public Information	521,113
Human Resources	433,841
Information Systems	336,000
General Government	4,234,502
Public Facilities	1,158,815
<b>Total-General Government</b>	<b><u><u>\$9,761,668</u></u></b>



# 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.

### 2016-17 HIGHLIGHTS

- Yucca Loma Bridge and Yucca Loma Rd. improvements completed; Bridge opening Summer 2017\*
- Successful formation of Apple Valley Choice Energy (AVCE), the Town’s locally-operated, locally-owned electrical power provider
- Acquisition of Town’s legendary “Hilltop House” property with federal grant funding assistance
- Presented third annual Mayor’s Youth Leadership Summit
- Sixth consecutive year named “Best City to Live In” in Daily Press’ “Best of the Desert” poll\*
- Presented State of the Town address

- Construction of VVWRA Subregional Wastewater Treatment Plant to be completed and operational by Fall 2017\*
- Participated on various regional boards/joint powers authorities/committees & commissions
- Presented various proclamations and certificates of recognition to Apple Valley businesses, organizations and individuals
- Active participation in the League of California Cities’, including Board membership, Annual Conference attendance and quarterly Policy Committee meetings
- Continued promotion of transparency in government, fiscal responsibility, vital services and citizen satisfaction



## 2017-18 GOALS AND OBJECTIVES

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

1. A safe community
2. Adequate and well-maintained infrastructure
3. A thriving economy
4. A strong transportation system
5. Ample parkland and diverse recreational opportunities
6. Highest quality staff
7. Develop meaningful public/private partnerships
8. Exploration of options for departments to provide revenue-generating services

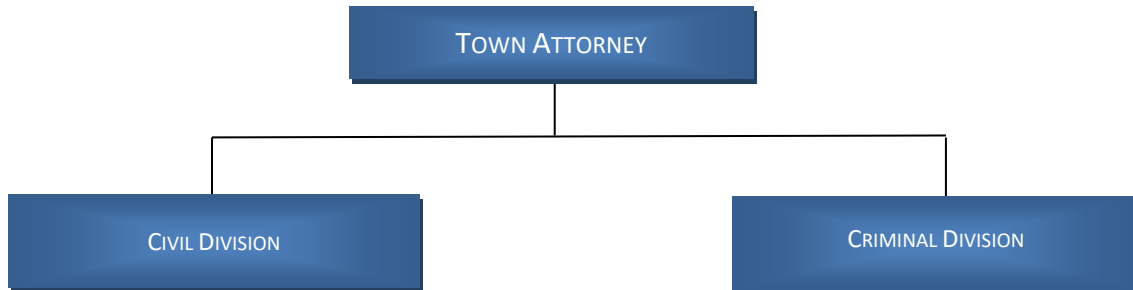
The Town Council continues to work towards creating opportunities for collaboration with other public agencies in the promotion of local economic development and also for the purpose of strengthening our legislative advocacy efforts in matters of local/regional significance.



<b>COUNCIL 1001-1010</b>							
<b>Code</b>	<b>Expenditure Classification</b>	<b>Actual Expense 2014-15</b>	<b>Actual Expense 2015-16</b>	<b>Amended Budget 2016-17</b>	<b>Estimated Expense 2016-17</b>	<b>% of Budget Expended</b>	<b>Proposed Budget 2017-18</b>
<b>Personnel Services</b>							
7020	Salaries & Wages, Part-time	48,885	49,016	48,660	48,660	100.0%	48,660
7110	Cafeteria Benefits	39,169	39,511	53,072	53,072	100.0%	53,072
7140	RHS	-	-	-	-	-	-
7150	Medicare	1,033	1,019	1,201	1,201	100.0%	1,201
7160	PERS	8,597	10,955	8,263	8,263	100.0%	8,263
7165	Auto Allowance	-	-	34,200	34,200	-	34,200
<b>Total Personnel</b>		<b>97,683</b>	<b>100,501</b>	<b>145,396</b>	<b>145,396</b>	<b>100.0%</b>	<b>145,396</b>
<b>Operations &amp; Maintenance</b>							
7241	Meetings & Conferences	52,718	47,700	32,800	32,800	100.0%	33,000
7247	Membership & dues	278	250	300	300	100.0%	500
7253	Mileage Exp/Allowance	34,371	34,471	-	-	-	-
7259	Miscellaneous Costs	210	637	-	-	-	-
7265	Office Supplies	1,204	463	800	800	100.0%	800
7277	Printing	3,915	4,477	4,000	4,000	100.0%	4,000
7289	Subscriptions	-	-	-	-	-	-
7295	Utilities: Phones	1,356	1,253	1,500	1,500	100.0%	1,500
7330	Hardware/Software Supplies/Exp	-	-	-	-	-	-
8940	Contracted Services	67,403	60,600	60,600	60,600	100.0%	60,600
<b>Total Operations &amp; Maint.</b>		<b>161,455</b>	<b>149,851</b>	<b>100,000</b>	<b>100,000</b>	<b>100.0%</b>	<b>100,400</b>
<b>Department Total</b>		<b>259,138</b>	<b>250,352</b>	<b>245,396</b>	<b>245,396</b>	<b>100.0%</b>	<b>245,796</b>

<b>Personnel Schedule</b>	<b>Actual 2014-15</b>	<b>Actual 2015-16</b>	<b>Actual 2016-17</b>	<b>Proposed 2017-18</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.

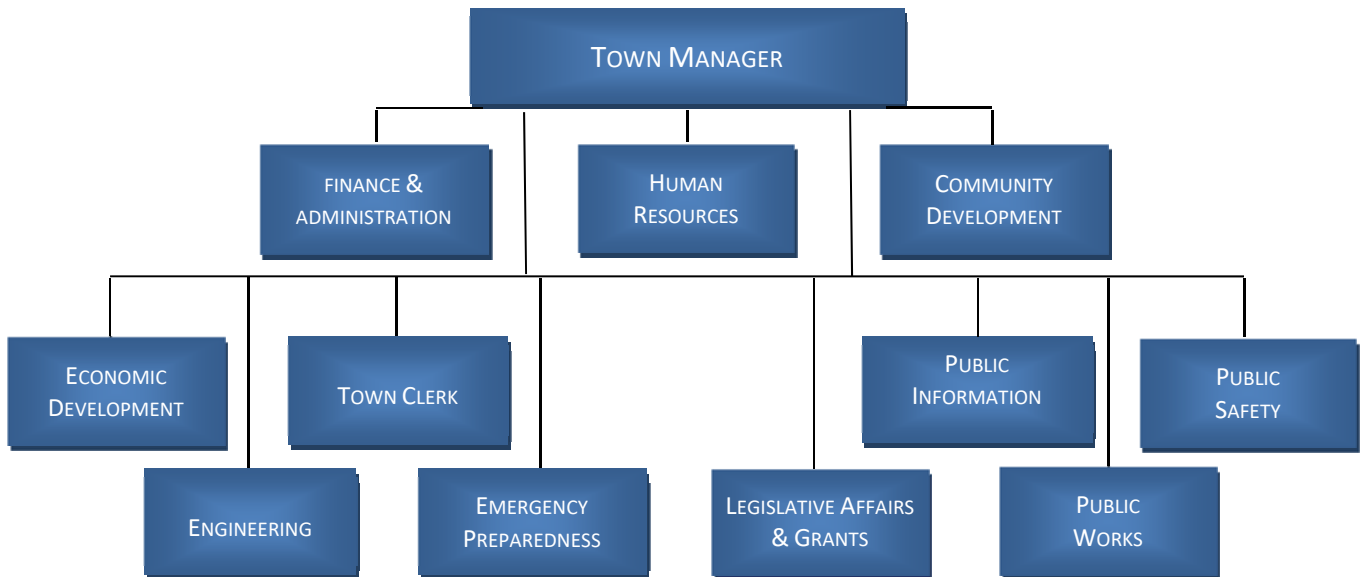
The **Civil Division** provides written and oral opinions to Town Council, the Town Manager, and the entire Town government on issues related to statutory compliance. The Civil Division serves as legal counsel to all of the Town’s boards and committees, including the Successor Agency to the former Town 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 2014-15</b>	<b>Actual Expense 2015-16</b>	<b>Amended Budget 2016-17</b>	<b>Estimated Expense 2016-17</b>	<b>% of Budget Expended</b>	<b>Proposed Budget 2017-18</b>
8972	Legal Services - General				-		
8972-0402	Best, Best & Krieger	854,540	739,117	610,000	610,000	100.0%	620,000
	<b>Total Operations &amp; Maintenance</b>	<b>854,540</b>	<b>739,117</b>	<b>610,000</b>	<b>610,000</b>	<b>100.0%</b>	<b>620,000</b>
	<b>Department Total</b>	<b>854,540</b>	<b>739,117</b>	<b>610,000</b>	<b>610,000</b>	<b>100.0%</b>	<b>620,000</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.

## 2016-17 HIGHLIGHTS

- Introduced concept, developed framework and executed implementation of new Apple Valley Choice Energy (AVCE) utility enterprise
- Continued participation in High Desert region’s five-city economic development collaboration known as “Opportunity High Desert” (OHD)
- Commenced the submission of several State and Federal competitive grant applications resulting in over \$300,000 in grant awards.
- Secured the acquisition of the historic “Hilltop House” property for preservation and the future development of educational and recreational opportunities
- Facilitated the successful installation of first municipal electric vehicle charging stations (2) in Apple Valley (MDAQMD AB 2766 grant funding)
- Submitted multimillion dollar EDA Public Works infrastructure grant for 1.2 million sq. ft. North Apple Valley Industrial Specific Plan area project\*
- Continued to facilitate partnerships with member cities and towns within the League of California Cities
- Hosted the 10<sup>th</sup> Annual League of California Cities Larry Chimbole Awards Dinner

**2017-18 GOALS AND OBJECTIVES**

<b>Department Performance Measures – Town Manager</b>	
<b>Objective</b>	<b>Measurement</b>
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

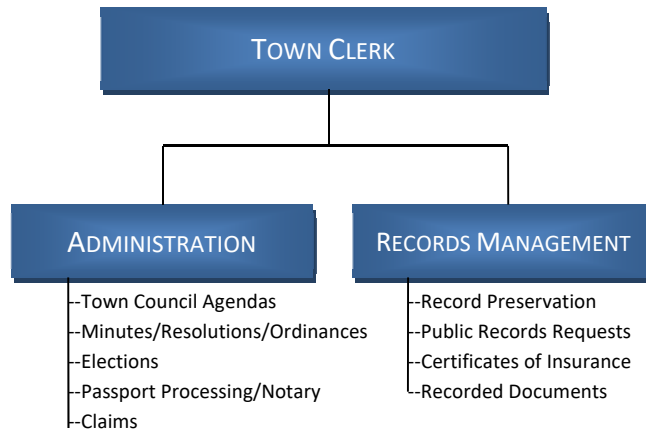


**TOWN MANAGER 1001-1030**

Code	Expenditure Classification	Actual Expense 2014-15	Actual Expense 2015-16	Amended Budget 2016-17	Estimated Expense 2016-17	% of Budget Expended	Proposed Budget 2017-18
Personnel Services							
7010	Salaries & Wages	377,209	389,271	400,621	400,621	100%	400,621
7020	Salaries & Wages Part-Time	-	-			0%	
7110	Cafeteria Benefits	34,502	34,471	33,944	33,944	100%	33,944
7120	Deferred Comp	20,393	19,963	16,288	16,288	100%	16,288
7140	RHS	-	1,964.59	2,003	2,003	100%	2,003
7150	Medicare	5,503	5,657	5,948	5,948	100%	5,948
7160	PERS	86,121	115,577	90,872	90,872	100%	90,872
7165	Auto Allowance	-	-	9,588	9,588		9,588
<b>Total Personnel</b>		<b>523,728</b>	<b>566,902</b>	<b>559,264</b>	<b>559,264</b>	<b>100%</b>	<b>559,264</b>
Operations & Maintenance							
7229	Education & Training	5,660	6,134	3,000	3,000	100%	3,000.00
7241	Meetings & Conferences	31,575	27,234	20,000	20,000	100%	20,000.00
7247	Memberships & Dues	2,708	3,215	980	1,300	133%	1,300.00
7253	Mileage	11,138	9,865	500	500	100%	500.00
7259	Miscellaneous Costs	192	755			-	-
7265	Office Supplies	255	551	250	250	100%	250.00
7277	Printing	42	0	100	100	100%	100.00
7289	Subscriptions	-	-	100	100	100%	100.00
8940	Contract Services	20,590	2,807	18,000	18,000	100%	18,000.00
<b>Total Operations &amp; Maint.</b>		<b>72,161</b>	<b>50,562</b>	<b>42,930</b>	<b>43,250</b>	<b>101%</b>	<b>43,250</b>
<b>Department Total</b>		<b>595,889</b>	<b>617,464</b>	<b>602,194</b>	<b>602,514</b>	<b>100%</b>	<b>602,514</b>

<u>Personnel Schedule</u>	<u>Actual 2014-15</u>	<u>Actual 2015-16</u>	<u>Actual 2016-17</u>	<u>Proposed 2017-18</u>
<b>Full Time:</b>				
Town Manager	1.00	0.94	0.94	0.94
Executive Secretary	0.50	1.00	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>2.94</b>	<b>2.94</b>	<b>2.94</b>

# TOWN CLERK



## DEPARTMENT DESCRIPTION



Town of Apple Valley

The Town Clerk’s Office is staffed with three (3) positions that include the Town Clerk, a Deputy Town Clerk – Administration and a Deputy Town Clerk – Records. The primary responsibilities for this department are Council Support Services, Records Management, Administrative Processing, Board Administration and Election Services. Each of these functions require a collaborative effort between the department staff to ensure that all components within the process are completed from origin to file. As the official records keeper for all Town documents it is imperative that this process be accurate to insure the preservation of our history.

## DIVISION/MAJOR PROGRAM DESCRIPTION

### Council Support Services

The Town Clerk’s Office works closely with the Town Council and is responsible for preparing agendas and transcribing minutes for the Council and the Oversight Board meetings. Agenda packets are prepared by the department and made available via paper, electronic mechanism and the Town of Apple Valley website for the viewing public. Staff has worked hard to complete the agenda processing time as quickly as possible to allow maximum review of these documents prior to the meeting. Minutes are generated from attendance at the meetings and follow-up documentation is executed for recordation and/or dissemination. These documents include resolutions, ordinances, contracts and agreements. The department also coordinates the recruitment of



Commission/Committee applicants and the preparation of proclamations and certificates on behalf of the Council. This department also assists with the preparation and administration of the Town Council budget and maintains their compliance with the Fair Political Practices Commission and the state.

#### **Administrative Process**

The Town Clerk's Office processes all claims, subpoenas and other legal notices that are served to the Town of Apple Valley. Tracking and monitoring of these claims as well as contracts are also processed through this office. FPPC compliance is managed through the preparation of required state forms for designated employee filers. The Clerk's Office responsibly administers the Oath of Office to employees and/or members of the public who are assuming office or as required for employment contracts. Additionally, this office is responsible for the maintenance of the Town of Apple Valley Municipal Code to insure that timely updates are made to this official documents so that the current laws of the Town are accurate. Passport and Notary Services are available to the public enhancing our community services to residents.

#### **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**

As the Elections Official, the Town Clerk's Office in coordination with the San Bernardino County Elections Office processes all documents for Council candidates within the timeframe established by the Secretary of State including assisting with the determination of polling locations, publication of required notices, processing candidate packets, and accepting payments and statements in accordance with all state and federal regulations. In addition the office processes initiatives or referendums filed by citizens, conducts signature verifications and makes recommendations to the Town Council on potential election dates. The department is responsible for the notification of any reorganizational changes to other governmental entities and local agencies. As an impartial department throughout this process we make a continuous effort to increase election participation and voter registration to maximize voting awareness to the public.

#### **Records Management**

The Town Clerk is the custodian of all official Town records. This responsibility requires the department to maintain the legislative history of the Town and the Town's official seal. The Town Clerk maintains custody of deeds, agreements, contracts, annexations records, infrastructure documentation and other vital records of the Town. Research is conducted and information is disseminated from this office to the public in accordance with the California Public Records Act. The Town Clerk's Office oversees its Records Management Program reviewing the adopted retention schedule bi-annually. This office maintains a full service records center that houses documents not stored or easily accessible through the imaging system. Vital records are stored separately in a secured fire proof location and all destruction of documents are handled in accordance with the adopted retention schedule.

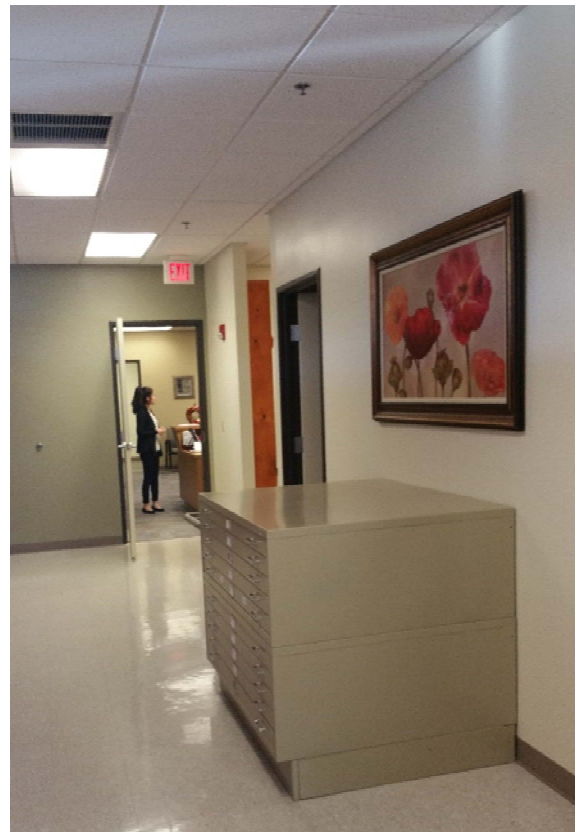
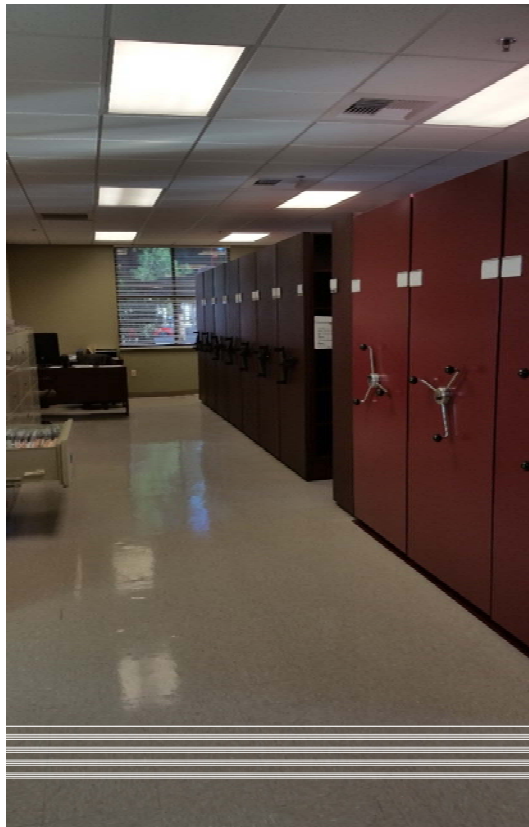
## 2016-17 HIGHLIGHTS

- Successfully completed the 2017 Election season processing documentation for seven candidates, one Town measure and one citizen initiated measure.
- Reduced the agenda processing time by 48 hours enabling quicker delivery of documents to elected officials, staff and the public.
- 100% success in minute preparation for approval by the Town Council on the following agenda.
- 100% of staff members certified in Municipal Clerk Training.
- 80% of Discovery documentation for legal review provided in electronic format, reducing the amount of paper records.
- Enhanced the data base used to catalog documents stored in the records center.
- Legislative history scanned for retrieval within five (5) days of Council Meeting.

## 2017-18 GOALS AND OBJECTIVES

- Distribute FPPC documentation 30 days prior to deadline.
- Scan FPPC documentation into database within 24 hours of receipt.
- Increase proficiency of Town Council agenda packets during first review by 30%.
- Information on website is updated within 48 hours of change.
- Develop a standardized checklist for office operations under the responsibility of the Town Clerk's Office.
- Increase the number of documents available for review on the Town of Apple Valley website.
- Contracts/Agreements are identified and logged as closed within 5 days of expiration.
- Facilitate timely disposal of records.

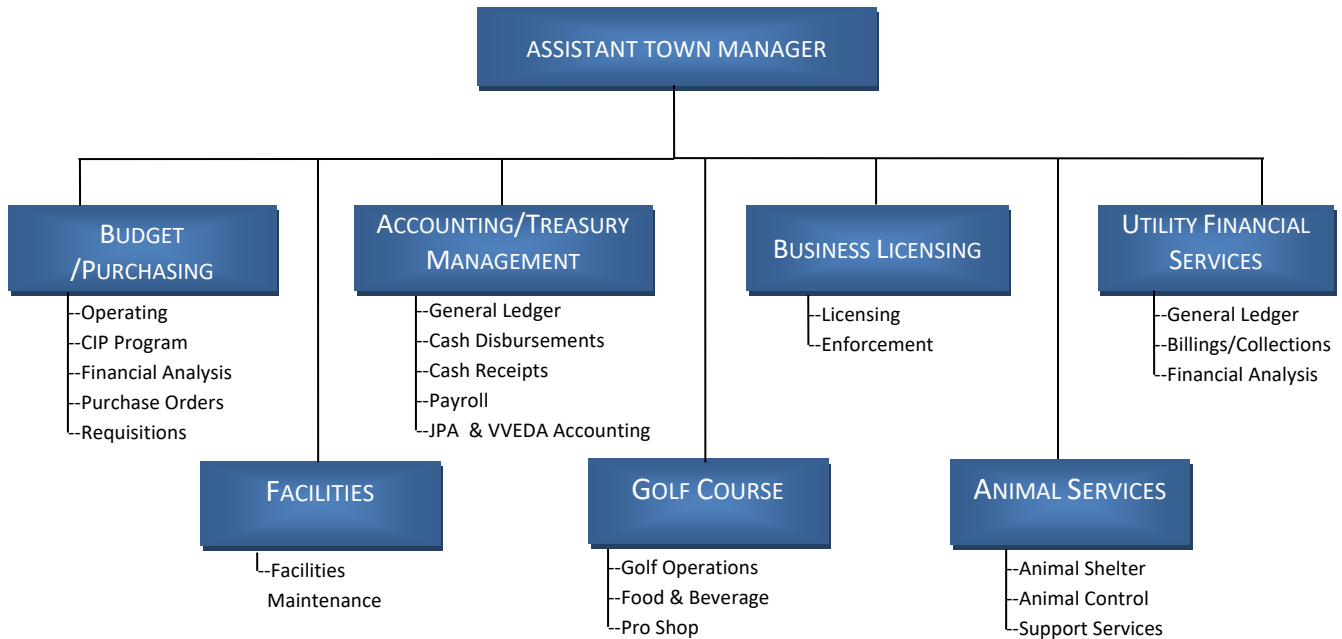
<b>Department Performance Measures – Town Clerk</b>		
	Actual FY 16-17	Goal FY 17-18
<b>Town Clerk</b>		
Accuracy on agenda packet	90%	100%
Percentage of time documents processed within 1 week of meeting.	75%	80%
FPPC documents collected prior to deadline.	80%	90%
Finalize agenda packet by established deadline.	70%	80%
Council/Clerk Website information updated within 48 hours of change	70%	90%
<b>Records Management</b>		
Historical Documents scanned 24 hours after execution.	80%	90%
Purge closed files within 5 days of termination.	60%	70%



TOWN CLERK 1001-1060							
Code	Expenditure Classification	Actual Expense 2014-15	Actual Expense 2015-16	Amended Budget 2016-17	Estimated Expense 2016-17	% of Budget Expended	Proposed Budget 2017-18
Personnel Services							
7010	Salaries & Wages	274,217	286,487	280,211	280,211	100.0%	286,957
7110	Cafeteria Benefits	28,747	28,606	28,149	28,149	100.0%	28,161
7120	Deferred Compensation	10,134	17,389	9,674	9,674	100.0%	15,210
7140	RHS	-	1,361	1,347	1,347	100.0%	1,369
7150	Medicare	4,257	4,439	4,142	4,142	100.0%	4,256
7160	PERS	68,823	93,745	67,881	67,881	100.0%	78,988
7165	Auto Allowance	-	-	-	-		6,566
<b>Total Personnel</b>		<b>386,177</b>	<b>432,028</b>	<b>391,404</b>	<b>391,404</b>	<b>100.0%</b>	<b>421,507</b>
Operations & Maintenance							
7205	Advertising	1,953	5,615	5,000	5,000	100.0%	5,000
7229	Education & Training	10,872	4,700	4,100	4,100	100.0%	4,000
7241	Meetings & Conferences	2,313	5,141	2,700	2,700	100.0%	3,285
7247	Memberships & Dues	794	1,480	1,000	1,000	100.0%	1,000
7253	Mileage	6,778	7,207	900	900	100.0%	500
7265	Office Supplies	2,031	3,077	2,500	2,500	100.0%	2,500
7277	Printing	272	422	1,000	1,000	100.0%	1,000
7315	Election	17,380	(60)	50,000	50,000	0.0%	-
7330	Hardware/Software Supplies	9,586	3,635	700	700	100.0%	700
8940	Contract Services	11,700	17,430	16,000	16,000	100.0%	16,000
9065	Leased Equipment	2,417	4,229	3,500	3,500	100.0%	3,500
<b>Total Operations &amp; Maint.</b>		<b>66,097</b>	<b>52,876</b>	<b>87,400</b>	<b>87,400</b>	<b>100.0%</b>	<b>37,485</b>
<b>Department Total</b>		<b>452,274</b>	<b>484,904</b>	<b>478,804</b>	<b>478,804</b>	<b>100.0%</b>	<b>458,992</b>

<u>Personnel Schedule</u>	<u>Actual 2014-15</u>	<u>Actual 2015-16</u>	<u>Actual 2016-17</u>	<u>Proposed 2017-18</u>
<b>Full Time:</b>				
Town Clerk	1.00	0.96	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>2.96</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.

## 2017-18 PROGRAMMATIC CHANGES

The FY 17-18 adopted budget for the Finance Department is \$1,140,968, which reflects a 7.0 percent decrease from the previous year primarily due to the retirement/resignation of two employees during the 2016-17 fiscal year and wage step increases, increased benefit costs and cost-sharing of the HR Payroll Coordinator with the Human Resources department.

## 2016-17 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 fourteenth time for Fiscal Year 2016.
- Received the Distinguished Budget Presentation Award from the GFOA for the fourth time for Fiscal Year 2017.
- Received the Operating Budget Excellence Award from the CSMFO for the third time for Fiscal Year 2017.
- 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.

## 2017-18 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 15-16	Goal FY 16-17	Est. FY 16-17	Goal FY 17-18
Number of Audit Adjustments (Auditor Recommended)	0	0	0	0
Years Received GFOA CAFR Award	13	14	14	15
Years Received GFOA Distinguished Budget Award	3	4	4	5
Years Received CSMFO Operating Budget Excellence Award	2	3	3	4
Accuracy Forecasting Expenditures – General Fund	98%	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)	103.2	80.6	80.6	
Number of budget adjustments processed	35	30	30	25
Accounts Payable Checks Issued	5,500	5,600	5,600	
Number of payroll checks issued	4,100	4,100	4,100	
Number of purchase orders issued	66	70	70	
Number of contracts monitored	24	30	30	
Number of business licenses processed	2,900	2,900	2,900	
Number of accounts receivable invoices processed	120	125	125	
Number of Utility invoices processed	143,690	144,000	144,000	
Property Liens Processed	2,246	2,300	2,300	
Property Liens Released	2,392	2,400	2,400	
Refunds Issued	1,000	1,000	1,000	



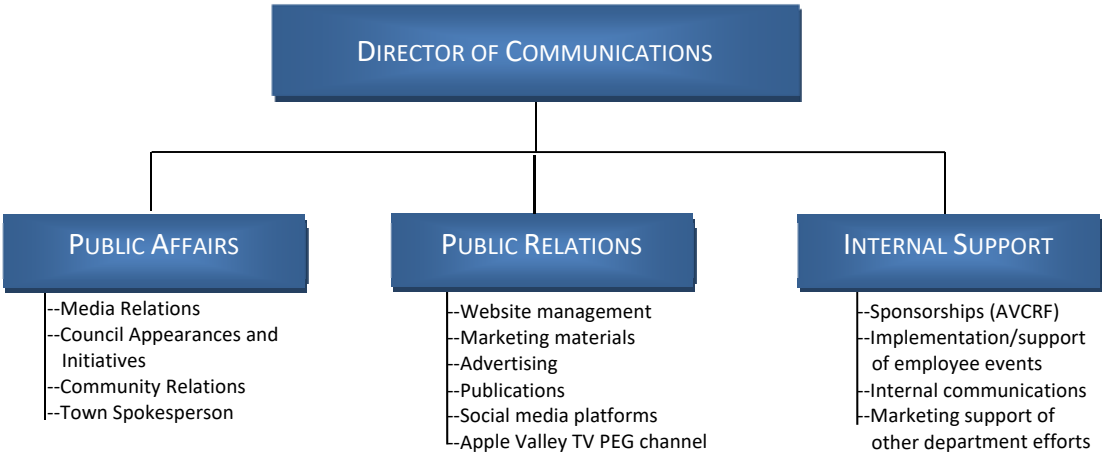
**FINANCE 1001-1050**

Code	Expenditure Classification	Actual Expense 2014-15	Actual Expense 2015-16	Amended Budget 2016-17	Estimated Expense 2016-17	% of Budget Expended	Proposed Budget 2017-18
Personnel Services							
7010	Salaries & Wages	757,849	823,439	783,690	783,690	100.0%	719,894
7020	Wages Part-Time	346	6,291	-	-	-	-
7030	Wages - Overtime	1,412	343	5,000	5,000	100.0%	5,000
7110	Cafeteria Benefits	97,650	95,458	94,891	94,891	100.0%	81,191
7120	Deferred Comp	18,370	19,038	18,799	18,799	100.0%	26,757
7140	RHS	-	3,838.82	3,834	3,834	100.0%	3,554
7150	Medicare	11,382	12,442	11,453	11,453	100.0%	10,528
7160	PERS	165,837	199,737	146,543	146,543	100.0%	128,648
7165	Auto Allowance	-	-	6,156	6,156	100.0%	6,156
<b>Total Personnel</b>		<b>1,052,846</b>	<b>1,160,586</b>	<b>1,070,366</b>	<b>1,070,366</b>	<b>100.0%</b>	<b>981,728</b>
Operations & Maintenance							
7229	Education & Training	6,885	8,201	9,400	9,400	100.0%	6,070
7241	Meetings & Conferences	18,018	14,510	6,500	6,500	100.0%	12,645
7247	Memberships & Dues	4,088	4,951	2,800	2,800	100.0%	3,475
7253	Mileage	7,005	7,130	1,200	1,200	100.0%	1,200
7259	Miscellaneous	1,158	560	-	-	0.0%	-
7265	Office Supplies	4,327	3,298	5,000	5,000	100.0%	5,000
7277	Printing	225	270	1,100	1,100	100.0%	1,100
7289	Subscriptions	-	50	-	-	0.0%	-
7330	Hardware/Software Supplies	2,421	1,566	2,000	2,000	100.0%	2,000
7370	Special Dept Supplies	200	(200)	1,000	1,000	100.0%	1,000
8916	Audit	37,000	37,000	47,000	47,000	100.0%	47,000
8940	Contract Services	82,737	79,411	77,400	77,400	100.0%	79,750
<b>Total Operations &amp; Maint.</b>		<b>164,062</b>	<b>156,747</b>	<b>153,400</b>	<b>153,400</b>	<b>100.0%</b>	<b>159,240</b>
<b>Department Total</b>		<b>1,216,907</b>	<b>1,317,333</b>	<b>1,223,766</b>	<b>1,223,766</b>	<b>100.0%</b>	<b>1,140,968</b>

<b>Personnel Schedule</b>	<b>Actual 2014-15</b>	<b>Actual 2015-16</b>	<b>Actual 2016-17</b>	<b>Proposed 2017-18</b>
<b>Full Time:</b>				
Assistant Town Manager	1.00	0.90	0.90	0.90
Assistant Director of Finance	1.00	0.88	0.88	0.88
Senior Accountant	1.00	0.98	0.98	0.98
Accountant I	1.00	0.92	0.92	0.92
HR Payroll Coordinator	0.50	0.48	0.48	0.48
Account Clerk II	3.00	3.00	3.00	3.00
Executive Secretary	1.00	0.98	0.98	0.98
Office Assistant	1.00	1.00	0.00	0.00
<b>Total FTE's:</b>	<b>9.50</b>	<b>9.14</b>	<b>8.14</b>	<b>8.14</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; assists Town Council with community appearances; oversee content management of public website and employee intranet; develop, implement and manage social media outlets; special projects including Adopt-A-Street/Trail, capital project ground-breakings, programs and facility tours; manage advertising schedule for public information and special events; provide advertising assistance across all departments. The Director of Communications 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 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.

## 2017-18 PROGRAMMATIC CHANGES

**Events:** The events function has been moved to the Recreation Department effective April 10, 2017. Funding has always come from Recreation, but now direct oversight will be provided by that department manager. Public Information will continue to support event marketing, as we do other department activities. **Public Relations:** The Public Information Department will play an active role in marketing the implementation of Apple Valley Choice Energy. Department staff will also develop policy and content for the launch of AVTV, the new Public, Educational and Government (PEG) access channel. **Public Affairs:** A marketing support contract with The Village of Apple Valley will continue, and include support of Village events such as the Street Fair and Parade.

**2016-17**

**HIGHLIGHTS**

- Special Events staff presented 30 public events and presented or assisted with many employee events.
- Grew our social media outreach by 40% from Jan – Dec 2016 (total across all depts.: 34,688).
- Top ten Facebook posts reached over 140,000 people.
- Placed 50 print, radio and online ad campaigns for various programs and services.
- SAVE Campaign raised \$50,000 plus in-kind donations valued at \$40,000, to reduce and recover costs associated with special events.
- Published four Our Town community newsletters.
- Two clean up days resulted in removal of 125 tons of trash/recyclables.

- Adopt A Street participants reported 182 clean-up activities, removing 682 bags of trash.

**2017-18**

**GOALS AND OBJECTIVES**

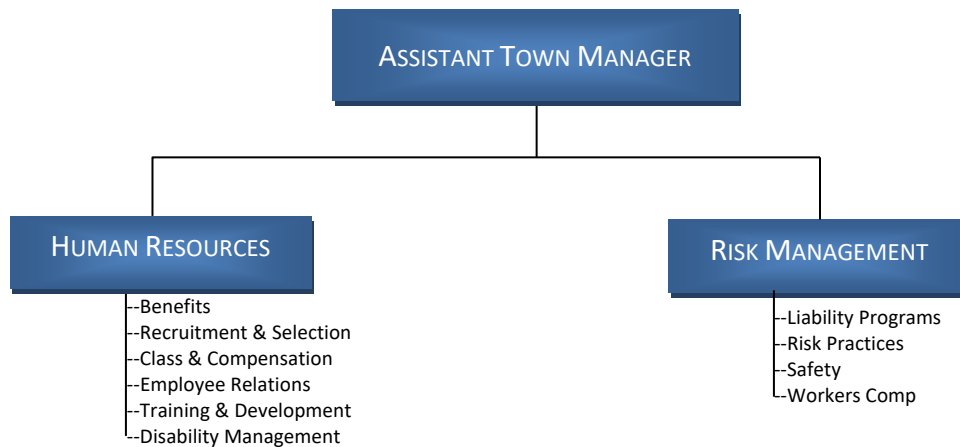
- Implement PEG channel programming.
- Facilitate Mayor’s Healthy Apple Valley Initiative.
- Facilitate Strategic Plan (Vision 2020) update.
- Market implementation of AV Choice Energy.
- Post on average one new video per month, as a means of promoting Town programs and services.
- Continue to increase 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.
- Implement interdepartmental training for staff involved in marketing efforts in their departments.

<b>Department Performance Measures – Public Information</b>				
	Actual FY 15-16	Goal FY 16-17	Estimated FY 16-17	Goal FY 17-18
<b>Public Information</b>				
Percentage of news releases printed in non-town sources	92%	100%	95%	100%
News releases issued	80	N/A	N/A	N/A
Social media followers (all platforms)	24,000	30,000	34,000	38,000
Print/Radio ad campaigns	40	N/A	31	N/A
Videos produced	28	18	18	20
Sponsor money raised (S.A.V.E.)	\$70,000	\$90,000	\$65,000	\$80,000
In-kind sponsor value	\$45,000	\$40,000	\$40,000	\$40,000

PUBLIC INFORMATION 1001-1070							
Code	Expenditure Classification	Actual Expense 2014-15	Actual Expense 2015-16	Amended Budget 2016-17	Estimated Expense 2016-17	% of Budget Expended	Proposed Budget 2017-18
Personnel Services							
7010	Salaries & Wages	261,395	284,424	291,501	291,501	100.0%	286,666
7020	Wages - Part Time	-	-	-	-	0.0%	897
7025	Part-Time Sick Leave	-	353	-	-	0.0%	-
7030	Salaries, over-time	509	496	-	-	0.0%	-
7110	Cafeteria Benefits	35,150	35,621	34,776	34,776	100.0%	33,556
7120	Deferred Comp	5,806	6,378	6,006	6,006	100.0%	6,481
7140	RHS	-	1,385.86	1,406	1,406	100.0%	1,365
7150	Medicare	3,950	4,264	4,321	4,321	100.0%	4,269
7160	PERS	67,641	94,025	72,364	72,364	100.0%	76,479
7165	Auto Allowance	-	-	6,498	6,498	100.0%	6,840
<b>Total Personnel</b>		<b>374,451</b>	<b>426,947</b>	<b>416,872</b>	<b>416,872</b>	<b>100.0%</b>	<b>416,553</b>
Operations & Maintenance							
7205	Advertising	6,000	11,278	15,500	15,500	100.0%	15,000
7211	Council & Commissions	22	-	2,000	2,000	100.0%	1,000
7229	Education & Training	2,867	131	75	75	100.0%	100
7241	Meetings & Conferences	4,413	2,068	1,300	1,300	100.0%	4,260
7247	Memberships & Dues	1,880	3,222	1,800	1,800	100.0%	1,800
7253	Mileage	6,726	6,676	300	300	100.0%	-
7259	Miscellaneous	30	-	-	-	0.0%	-
7265	Office Supplies	578	580	1,200	1,200	100.0%	1,200
7271	Postage	20,000	20,000	20,000	20,000	100.0%	20,000
7277	Printed Materials	28,478	32,378	37,000	37,000	100.0%	37,000
7289	Subscriptions	378	670	700	700	100.0%	700
7327	Grand Openings/Ground Breaking:	-	-	3,000	3,000	100.0%	1,500
7330	Hardware/Software Supplies	1,139	-	600	600	100.0%	500
7370	Special Dept. Supplies	6,772	5,065	6,500	6,500	100.0%	4,500
7865	Community Support	5,445	3,736	5,000	5,000	100.0%	4,000
7977	Adopt a Street/Trail	487	930	2,000	2,000	100.0%	3,000
8940	Contract Services	3,047	13,712	10,000	11,000	110.0%	10,000
9052	Gas, Diesel, Oil	95	114	250	250	100.0%	-
9091	Vehicle Maintenance	51	45	2,000	2,000	100.0%	-
<b>Total Operations &amp; Maint.</b>		<b>88,408</b>	<b>100,605</b>	<b>109,225</b>	<b>110,225</b>	<b>100.9%</b>	<b>104,560</b>
Special Events							
7810	Community Clean-up	4,635	4,619	5,000	5,000	100.0%	-
7830	Tree Lighting	1,988	40,892	5,000	8,000	160.0%	-
<b>Total Special Events</b>		<b>6,623</b>	<b>45,511</b>	<b>10,000</b>	<b>13,000</b>	<b>130.0%</b>	<b>-</b>
<b>Department Total</b>		<b>469,482</b>	<b>573,064</b>	<b>536,097</b>	<b>540,097</b>	<b>100.7%</b>	<b>521,113</b>

<b>Personnel Schedule</b>	<b>Actual 2014-15</b>	<b>Actual 2015-16</b>	<b>Actual 2016-17</b>	<b>Proposed 2017-18</b>
<b>Full Time:</b>				
Director of Communication	0.00	0.00	0.00	1.00
Marketing and Public Affairs Office	0.95	0.95	0.95	0.00
Public Relations Specialist	0.94	0.94	0.94	1.00
Event Coordinator	0.33	0.33	0.33	0.00
Administrative Secretary	1.00	1.00	1.00	1.00
<b>Part Time:</b>				
Event Coordinator - PT	0.00	0.00	0.00	0.013
<b>Total FTE's:</b>	<b>3.22</b>	<b>3.22</b>	<b>3.22</b>	<b>3.013</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 three and a half 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 safety education and tools to maintain a safe working environment, continued access to wellness information, and more diversity in educational training opportunities for staff.

**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, performs background checks, and coordinates the hiring process.

**Classification and Compensation:** Human Resources staff works with operational departments to develop accurate job descriptions, job titles, and compensation structure town wide. The department works hard to ensure fair and consistent compensation practices for salary recommendations for total compensation in local labor market as well as reasonable internal relationships between classifications. In addition, the Human Resources 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 policies and procedures, provides conflict resolution support, 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:** Human Resources ensures the Town continues to meet its obligations under all regulatory programs including the American with Disabilities Act (ADA), Family Medical Leave Act (FMLA), and California Family Rights Act (CFRA). Human Resources administers the Workers' Compensation program, which provides income replacement benefits due to illness or injury on the job. Additionally, Human Resources staff complies with 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.

## 2016-17 HIGHLIGHTS

- HR staff developed an improved user-friendly online application process for recruiting.
- Secured tuition discounts for employees through partnerships with two more colleges: University of La Verne and Azusa Pacific University.
- Expanded the Employee Wellness Program, offering on-site Walking Club, Employee Wellness Newsletter, and expanded Employee Wellness Fair.
- Enhanced HR efficiencies for benefit enrollment and tracking, as well as employee access to products and services through e-benefits system.
- Refined the town's Affordable Care Act tracking and reporting program.
- Brought in a new HMO-PPO carrier with a rate reduction of more than 30%.
- Expanded the town's offerings for web-based training programs in partnership with California Joint Powers Insurance Authority.

## 2017-18 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.
- Continue to expand wellness initiatives and seek opportunities to provide staff's education on maintaining a healthy lifestyle.
- Expand safety training on a variety of work-related topics for all staff.
- Continue to prepare timely updates to policies and procedures to coincide with changes to labor and employment law.
- Continue to update the Town's Safety Policy Manual.
- Update the Town's ADA plan.

<b>Department Workload Indicators</b>				
	Actual FY 15-16	Goal FY 16-17	Estimated FY 16-17	Goal FY 17-18
Number of Recruitments	20	20	20	15
Number of Retirements	3	1	1	1
Number of Personnel Action Forms Processed	550	550	550	470
Number of Promotions	24	24	24	10
Training hours offered	75	75	75	90
Voluntary Turnover	5%	2.5%	2.5%	2.5%
Number of Workplace Injury Claims	10	6	7	6
Number of Town property damage claims	21	20	20	16
<b>Department Performance Measures</b>				



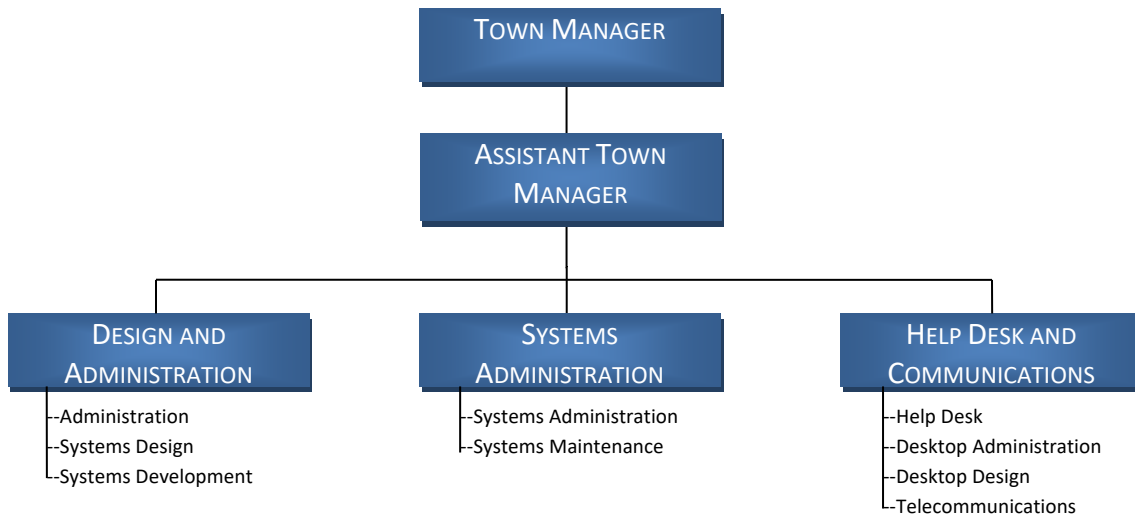
	Actual FY 15-16	Goal FY 16-17	Estimated FY 16-17	Goal FY 17-18
Percent of hourly recruitments processed and closed within 30 days after receipt of requisition	100%	100%	100%	100%
Average number of days to process personnel action forms (New Hire, promotions, status change, enrollments)	3	2	2	2
Average number of days to process retirement documentation	2	1	1	1
Average number of days to process training documents after completion of session	5	4	4	3.5
Percent change in voluntary turnover over prior year	(2%)	(2%)	(2%)	(2%)
Percent change in workplace injury claims over prior year	(25%)	(25%)	(25%)	(25%)
Number of calendar days missed from work due to work related injury	115	72	72	72
Average number of days to process property damage claims	3	2	2	2

**HUMAN RESOURCES 1001-1080**

Code	Expenditure Classification	Actual Expense 2014-15	Actual Expense 2015-16	Amended Budget 2016-17	Estimated Expense 2016-17	% of Budget Expended	Proposed Budget 2017-18
Personnel Services							
7010	Salaries & Wages	310,611	330,222	317,394	317,394	100.0%	282,142
7020	Wages Part-Time	-	1,085	-	-	0.0%	-
7030	Wages - Overtime	-	9.04	-	-	0.0%	-
7110	Cafeteria Benefits	42,743	43,097	42,411	42,411	100.0%	28,201
7120	Deferred Comp	10,315	18,732	10,339	10,339	100.0%	18,686
7140	RHS	-	1,587.80	1,587	1,587	100.0%	1,411
7150	Medicare	4,421	4,691	4,701	4,701	100.0%	4,190
7160	PERS	56,047	76,877	57,671	57,671	100.0%	65,346
7165	Auto Allowance	-	-	6,840	6,840	100.0%	6,840
<b>Total Personnel</b>		<b>424,137</b>	<b>476,300</b>	<b>440,943</b>	<b>440,943</b>	<b>100.0%</b>	<b>406,816</b>
Operations & Maintenance							
7205	Advertising	1,148	1,730	1,750	1,750	100.0%	1,750
7229	Education & Training	10,798	11,606	4,500	4,560	101.3%	6,000
7241	Meetings & Conferences	5,440	6,800	1,900	2,300	121.1%	3,800
7247	Memberships & Dues	1,280	1,830	600	750	125.0%	975
7253	Mileage	6,874	6,894	200	200	100.0%	200
7259	Miscellaneous Costs	30	-	-	-	0.0%	-
7265	Office Supplies	647	697	1,000	1,000	100.0%	750
7277	Printing	63	282	250	250	100.0%	250
7289	Subscriptions	120	-	550	550	100.0%	300
7330	Hardware/Software Supplies	211	175	500	500	100.0%	500
7370	Special Dept Supplies	783	1,041	1,500	1,500	100.0%	1,000
8940	Contract Services	7,899	9,178	49,565	49,565	100.0%	11,000
8972	Legal Services	-	-	500	2,515	503.0%	500
<b>Total Operations &amp; Maint.</b>		<b>35,295</b>	<b>40,233</b>	<b>62,815</b>	<b>65,440</b>	<b>104.2%</b>	<b>27,025</b>
<b>Department Total</b>		<b>459,432</b>	<b>516,533</b>	<b>503,758</b>	<b>506,383</b>	<b>100.5%</b>	<b>433,841</b>

<u>Personnel Schedule</u>	<u>Actual 2014-15</u>	<u>Actual 2015-16</u>	<u>Actual 2016-17</u>	<u>Proposed 2017-18</u>
<b>Full Time:</b>				
Assistant Town Manager	0.00	0.00	1.00	1.00
Director of HR/Risk Management	1.00	1.00	0.00	0.00
Human Resources Analyst	1.00	1.00	1.00	0.00
HR/Payroll Coordinator*	0.50	0.50	0.50	0.50
Administrative Analyst I	0.00	0.00	0.50	1.00
Human Resources Assistant	0.00	1.00	0.50	0.00
Senior Office Assistant	1.00	0.00	0.00	0.00
<b>Total FTE's:</b>	<b>3.50</b>	<b>3.50</b>	<b>3.50</b>	<b>2.50</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, on-site 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.

## 2017-18 PROGRAMMATIC CHANGES

The Information Systems Department is committed to looking 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 continues utilize their vast network of resources as well as onsite personnel to provide complete operational support to all Town departments and for all the Town’s technological needs.

## 2016-17 HIGHLIGHTS

- Completed replacing the town’s aging desktop computers with quality products providing staff with the necessary business tools to meet the needs of the public.
- Completed phase two of the town’s security system upgrades in town-owned facilities to provide improved safety and security.
- Completed phase two of our security upgrades throughout multiple Town facilities.
- Implemented Office 365.

## 2017-18 GOALS AND OBJECTIVES

- Complete the upgrade of the town’s Wi-Fi system in the Town Hall complex.
- Complete phase three 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 15-16	Goal FY 16-17	Goal FY 17-18
FTE's supported	125.91	130.37	129.40
Service tickets closed	1425	1500	2387
Average Response Time	25 minutes	25 minutes	18 minutes
Average Resolution Time	7 hours	6 hours	3 hours
IS Capital Improvement per FTE	\$317.68	\$406.53	200.93

**INFORMATION SYSTEMS 1001-1090**

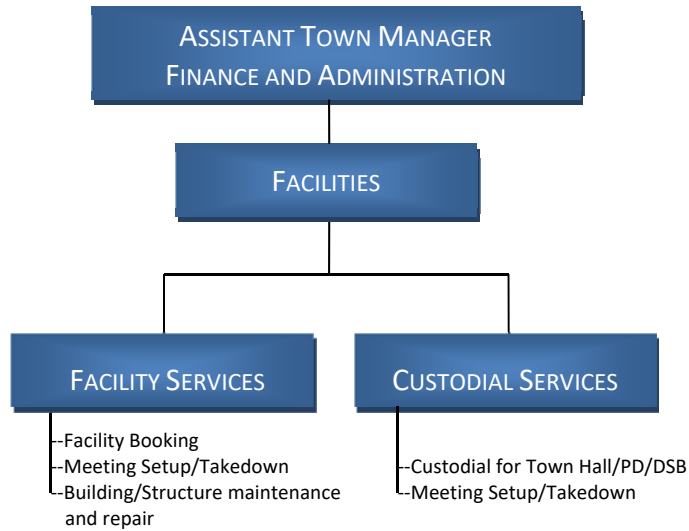
<b>Code</b>	<b>Expenditure Classification</b>	<b>Actual Expense 2014-15</b>	<b>Actual Expense 2015-16</b>	<b>Amended Budget 2016-17</b>	<b>Estimated Expense 2016-17</b>	<b>% of Budget Expended</b>	<b>Proposed Budget 2017-18</b>
<b>Personnel Services</b>							
7010	Salaries & Wages	129,746	-	-	-	-	-
7030	Overtime	-	-	-	-	-	-
7110	Cafeteria Benefits	6,365	-	-	-	-	-
7120	Deferred Comp	652	-	-	-	-	-
7150	Medicare	1,843	-	-	-	-	-
7160	PERS	9,399	-	-	-	-	-
<b>Total Personnel</b>		<b>148,006</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Operations &amp; Maintenance</b>							
7229	Education & Training	-	-	-	-	-	-
7241	Meetings and Conferences	-	-	-	-	-	-
7253	Mileage	-	-	-	-	-	-
7265	Office Supplies	100	-	-	-	-	-
7289	Subscriptions	-	-	-	-	-	-
7330	Hardware/Software Supplies/Exp	82,113	65,449	53,000	53,000	100.0%	26,000
8940	Contract Services	278,433	291,912	320,000	320,000	100.0%	310,000
<b>Total Operations &amp; Maint.</b>		<b>360,646</b>	<b>357,361</b>	<b>373,000</b>	<b>373,000</b>	<b>100.0%</b>	<b>336,000</b>
<b>Department Total</b>		<b>508,652</b>	<b>357,361</b>	<b>373,000</b>	<b>373,000</b>	<b>100.0%</b>	<b>336,000</b>

<b><u>Personnel Schedule</u></b>	<b><u>Actual 2014-15</u></b>	<b><u>Actual 2015-16</u></b>	<b><u>Actual 2016-17</u></b>	<b><u>Proposed 2017-18</u></b>
<b>Full Time:</b>				
Information System Supervisor	1.00	0.00	0.00	0.00
Information Systems Specialist	1.00	0.00	0.00	0.00
Information Systems Technician	1.00	0.00	0.00	0.00
<b>Total FTE's:</b>	<b>3.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

## GENERAL GOVERNMENT

GENERAL GOVERNMENT 1001-1200							
Code	Expenditure Classification	Actual Expense 2014-15	Actual Expense 2015-16	Amended Budget 2016-17	Estimated Expense 2016-17	% of Budget Expended	Proposed Budget 2017-18
Operations & Maintenance							
7140	Health/Life Insurance Benefits	2,013	-	-	-	0.0%	-
7140-1	Health Benefits - Retirees	96,692	157,831	165,000	165,000	100.0%	170,000
7205	Advertising	42,681	88,073	93,000	93,000	100.0%	75,000
7207	Banking Fees - Check 21	96.49	626.56	500	500		600
7217	Credit Card Costs	97,133	120,067	109,000	112,500	103.2%	113,000
7235	Insurance	843,247	926,012	915,000	915,000	100.0%	1,207,400
7241	Meetings & Conferences	-	-	-	-	-	-
7247	Memberships & Dues	38,488	33,400	39,400	42,860	108.8%	43,620
7259	Miscellaneous	7,930	8,848	8,000	11,000	137.5%	11,000
7265	Office Supplies	20,278	18,187	16,000	16,000	100.0%	16,000
7271	Postage	30,165	38,834	33,000	33,000	100.0%	33,000
7277	Printing	12,007	10,328	7,500	7,500	100.0%	7,600
7295	0109-Utilities: Phone, Internet, Cell Phone	67	60	-	-	0.0%	-
7289	Subscriptions	-	-	500	500	100.0%	500
7310	Assessment district Costs	3,437	3,437.14	4,000	4,000	100.0%	4,000
8940	Contract Services	421,949	870,750	630,000	630,000	100.0%	605,000
9010	PEG Channel Expenses	-	24,156	-	2,200	0.0%	15,000
9140	Vehicle & Equipment	-	0	-	-	0.0%	650,000
9444	Land Acquisition	-	312,674	-	-	0.0%	-
Total Operations & Maintenance		1,616,183	2,613,283	2,020,900	2,033,060	100.6%	2,951,720
Debt Service							
9840	Principle	(6,149)	-	-	-	-	-
9860	Interest	-	-	-	-	-	-
Total Debt Service		(6,149)	0	-	-	-	-
Sub-Total		1,610,035	2,613,283	2,020,900	2,033,060	101%	2,951,720
9999	Transfer out - 2010	163,817	154,842	1,257,007	1,257,007	-	155,000
9999	Administrative Overhead 2510	688,530	830,677	1,011,701	1,011,701	100.0%	691,181
9999	Administrative Overhead 5710	266,333	349,968	422,019	422,019	100.0%	436,601
Department Total		2,728,714	3,948,770	4,711,627	4,723,787	100.3%	4,234,502

# 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.

## 2016-17 HIGHLIGHTS

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

## 2017-18 GOALS AND OBJECTIVES

- Develop signage plan throughout the Town Hall complex.

Department Performance Measures – Public Facilities				
	Actual FY 14-15	Actual FY 15-16	Estimated FY 16-17	Goal FY 17-18
<b>Conference Center uses</b>	270	313	221	221
<b>Recreation Center uses</b>	1308	1179	361	361
Square footage of public facilities	123,950	123,950	123,950	123,950



Apple Valley Conference Center



Civic Center Park

**PUBLIC FACILITIES 1001-1400**

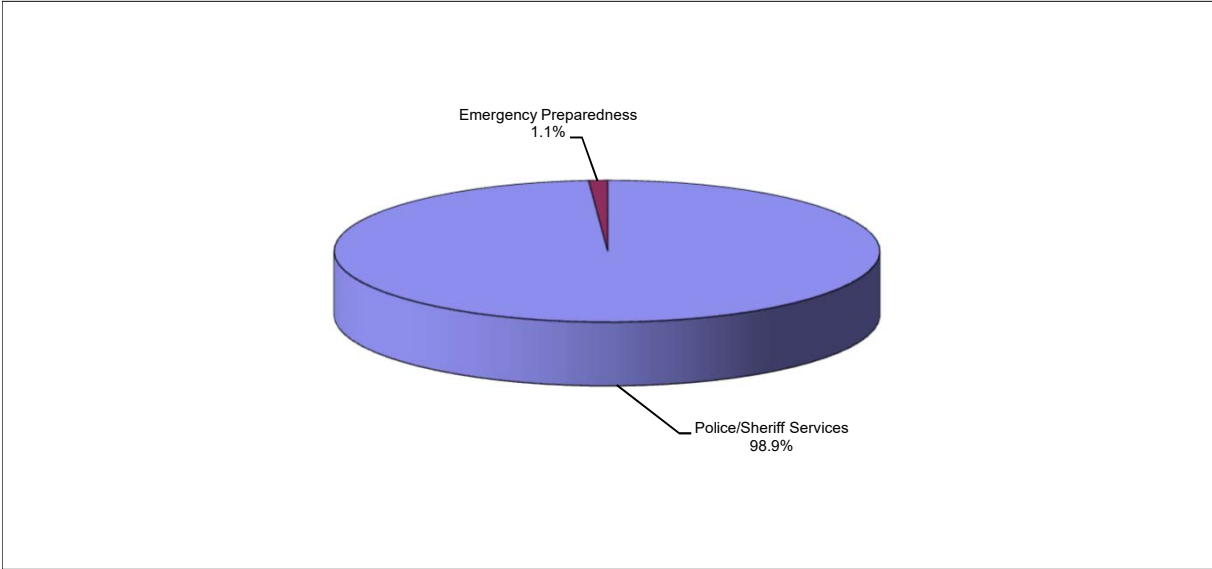
Code	Expenditure Classification	Actual Expense 2014-15	Actual Expense 2015-16	Amended Budget 2016-17	Estimated Expense 2016-17	% of Budget Expended	Proposed Budget 2017-18
<b>Personnel Services</b>							
7010	Salaries & Wages	164,169	153,775	146,792	146,792	100.0%	157,972
7020	Wages Part-Time	60,413	75,722	108,242	108,242	100.0%	127,336
7025	Part-Time Sick Leave	-	1,784	-	-	0.0%	-
7030	Overtime	1,107	1,417	2,100	2,100	100.0%	2,100
7110	Cafeteria Benefits	35,126	29,699	30,288	30,288	100.0%	30,496
7120	Deferred Comp	763	809	804	804	100.0%	824
7140	RHS	-	730	733	733	100.0%	782
7150	Medicare	3,263	3,390	3,698	3,698	100.0%	4,137
7160	PERS	43,959	48,130	38,545	38,545	100.0%	43,918
<b>Total Personnel</b>		<b>308,801</b>	<b>315,457</b>	<b>331,202</b>	<b>331,202</b>	<b>100.0%</b>	<b>367,565</b>
<b>Operations &amp; Maintenance</b>							
7180	Uniform Expense	1,206	1,093	1,500	1,500	100.0%	1,500
7223	Disposal Services	7,147	7,695	7,200	7,200	100.0%	7,200
7229	Education & Training	-	-	3,000	3,000	100.0%	3,000
7259	Miscellaneous	-	177.58	200	200	100.0%	200
7265	Office Supplies	75	36	150	150	100.0%	150
7295-0109	Utilities: Phones, internet, etc.	105,383	97,090	70,000	70,000	100.0%	70,000
7295-0847	Utilities: Electricity Usage	122,222	112,947	126,000	126,000	100.0%	126,000
7295-0848	Utilities: Natural Gas Usage	16,581	21,961	18,400	18,400	100.0%	18,400
7295-0849	Utilities: Water Usage	12,677	10,438	13,500	13,500	100.0%	13,500
7330	Hardware/Software Supplies/Exp	-	-	1,000	1,000	100.0%	1,000
7360	Safety/Security	1,556	4,581	4,000	4,000	100.0%	4,000
7375	Staff Services	6,008	10,414	10,000	10,000	100.0%	10,000
7383	Vandalism Repairs	767	0	5,000	5,000	0.0%	5,000
7655	Building Maintenance	54,095	59,496	60,000	60,000	100.0%	60,000
7755	Grounds Maintenance	-	1,780	2,000	2,000	100.0%	2,000
7780	Irrigation Supplies	80	-	250	250	100.0%	250
7970	Small Tools	0	411	400	400	100.0%	400
8940	Contracted Services	43,536.25	39,848.52	1,500	1,500	100.0%	1,500
9013	Communications Equip	0	0	150	150	100.0%	150
9026	Equipment Maintenance	118	157	1,000	1,000	100.0%	1,000
9039	Equipment Rental	419.19	-	500	500	100.0%	500
9052	Gasoline, Oil, Etc.	1,376	1,270	1,500	1,500	100.0%	1,000
9065	Leased Equipment	46,381	44,736	53,000	53,000	100.0%	53,000
9078	Safety Equipment	812	420	1,200	1,200	100.0%	1,000
9091	Vehicle Maintenance	1,609	2,597	1,500	1,500	100.0%	1,500
<b>Total Operations &amp; Maint.</b>		<b>422,049</b>	<b>417,151</b>	<b>382,950</b>	<b>382,950</b>	<b>100.0%</b>	<b>382,250</b>
<b>Capital Expenditures</b>							
9120	Capital Equipment	-	5,439	-	-	0.0%	-
9267	Animal shelter Water Damage 2013	-	-	-	-	0.0%	-
9300	Capital Projects	-	-	-	-	0.0%	-
<b>Total Capital Expenditures</b>		<b>0</b>	<b>5,439</b>	<b>-</b>	<b>0</b>	<b>0.0%</b>	<b>-</b>
<b>Debt Service and Transfers</b>							
9999-4105	1999 COP	380,778	389,499	410,000	410,000	100.0%	409,000
9999-4106	2001 COP	230,454	252,068	-	-	0.0%	-
9999-4108	2007 COP	886,294	880,769	883,506	883,506	100.0%	883,506
<b>Total Debt Service and Transfers</b>		<b>1,497,526</b>	<b>1,522,336</b>	<b>1,293,506</b>	<b>1,293,506</b>	<b>100.0%</b>	<b>409,000</b>
<b>Department Total</b>		<b>2,228,375</b>	<b>2,260,382</b>	<b>2,007,658</b>	<b>2,007,658</b>	<b>100.0%</b>	<b>1,158,815</b>

**PUBLIC FACILITIES 1001-1400**

<b>Code</b>	<b>Expenditure Classification</b>	<b>Actual Expense 2014-15</b>	<b>Actual Expense 2015-16</b>	<b>Amended Budget 2016-17</b>	<b>Estimated Expense 2016-17</b>	<b>% of Budget Expended</b>	<b>Proposed Budget 2017-18</b>
	<b><u>Personnel Schedule</u></b>	<b><u>Actual 2014-15</u></b>	<b><u>Actual 2015-16</u></b>	<b><u>Actual 2016-17</u></b>	<b><u>Proposed 2017-18</u></b>		
	<b>Full Time:</b>						
	Parks & Recreation Manager	0.22	0.22	0.22	0.22		
	Public Works Supervisor	0.03	0.03	0.04	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	0.30	0.31		
	Maintenance Worker I	0.32	0.32	0.47	0.52		
	Sr. Office Assistant	0.00	0.00	0.00	0.02		
	Grounds Services Worker III	0.08	0.08	0.08	0.08		
	Grounds Services Worker II	0.08	0.33	0.25	0.33		
	Custodian	3.00	3.00	1.00	1.00		
	<b>Part Time:</b>						
	Custodian	0.97	1.20	0.97	0.87		
	Custodial Aide	0.00	0.00	2.26	2.30		
	Grounds Services Aide	0.29	0.32	0.51	1.38		
	<b>Total FTE's:</b>	<b>5.89</b>	<b>6.40</b>	<b>6.69</b>	<b>7.66</b>		

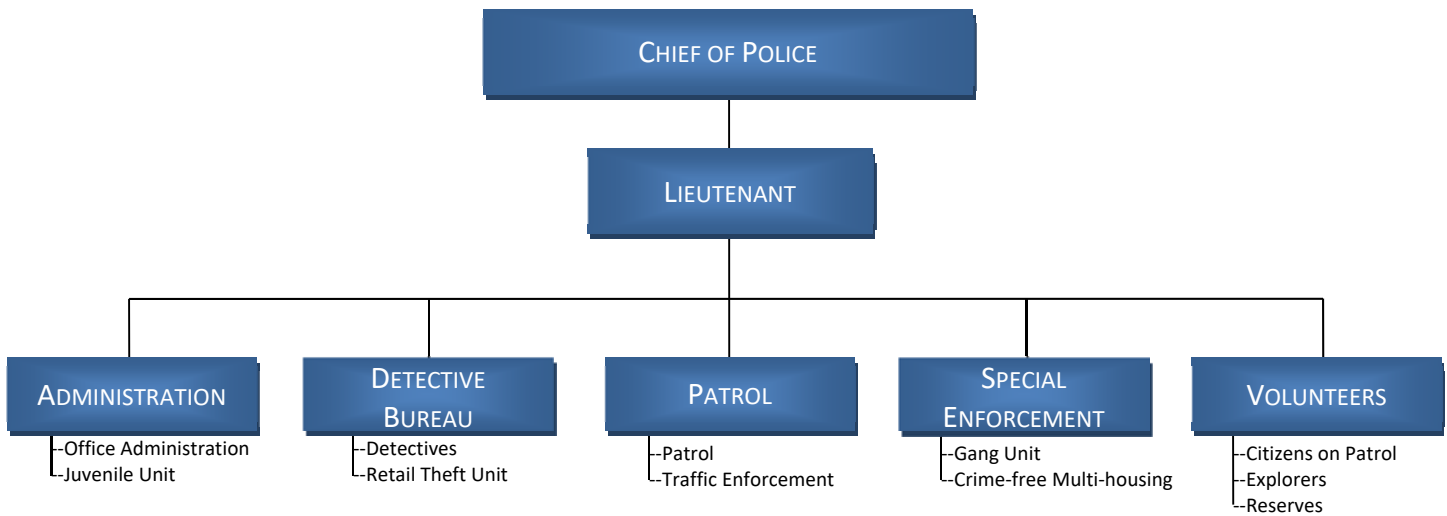
## 2017/18 Public Safety Expenditures

Police/Sheriff Services	\$13,753,922
Emergency Preparedness	155,029
Total-Public Safety	<u><u>\$13,908,951</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.

## 2016-17 HIGHLIGHTS

- Overall crime was reduced in the Town of Apple Valley by 10%. Part I crimes saw a 7% decrease, the largest reductions were seen in Assaults and Thefts. Part II crimes were reduced by 7%. The largest reductions were seen in forgeries and weapons violations.
- Deputies made 7% more arrests overall in the year to year comparison with 2015, with felony arrests increasing by 10%.
- 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. It should be noted, the Governor's 2017 budget does not include funding for CalGRIP.
- The AVPD parking area was enclosed with a block wall and solid steel automatic gates providing enhanced security for the building and vehicles parked in the PD parking lot to include Parks & Recreation and Code Enforcement vehicles.
- AVPD volunteers (Reserves, COPs, and Explorers) donated a total of 14,525 hours, which resulted in an estimated cost savings to the Town of \$615,188.
- Deputies recovered property totaling over \$954,000.
- In an on-going effort to suppress crime in the Victor Valley, AVPD participated in the "Desert Guardian" regional task force, financed by First District Supervisor Robert Lovingood in conjunction with Victorville, Adelanto, and Hesperia, and Apple Valley. Personnel assigned to "Desert Guardian" conducted 8 operations valley wide, resulting in 376 arrests, 31 gang members were documented, 10 firearms were seized, along with a substantial seizures of illegal drugs.
- AVPD continues to use social media to get pertinent safety and other law enforcement related information to the communities within the County. A "Sheriff's Safety Minute" is now broadcast on TV 33. All desert stations will contribute short safety/crime prevention messages.

## 2017-18 GOALS AND OBJECTIVES

- Increase Traffic and DUI enforcement efforts with a focus on reducing pedestrian and traffic related 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.
- Secure grant funding to support bicycle patrol in and around James Woody Park.
- Further enhance AVPD security by installing CCTV system around building.
- Provide on-going crime prevention education to the community while continuing efforts to increase participation in the Owner Applied Number (OAN) program for property identification, recovery, and successful prosecutions.
- Continue efforts to increase Crime Free Business and Multi-Housing participation and Neighborhood Watch programs.
- Reduce crime through crime analysis and predictive policing strategies.
- 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				
	2015*	2016*	% Change	2017 Goal
Calls for Service	69,831	69,944	.16%	NA
Deputy Reports	8,165	7,978	-2%	NA
Arrests	2,591	2,844	10%	NA
Traffic Collisions	738	730	-1%	2% Reduction
Traffic Citations Issued	2,697	2,018	-25%	10% increase
Residents per Deputy	1,922	1,922	0%	NA
Patrol Deputies	37	37	0%	NA
Part I Crimes	2,567	2,386	-7%	2% Reduction
Part II Crimes	3,495	3,029	-13%	2% Reduction
Total Crimes	6,062	5,415	-10%	2% Reduction

Based upon calendar year data.

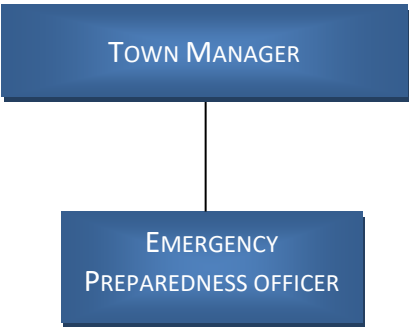
**PUBLIC SAFETY - SHERIFF 1001-2010**

Code	Expenditure Classification	Actual Expense 2014-15	Actual Expense 2015-16	Amended Budget 2016-17	Estimated Expense 2016-17	% of Budget Expended	Proposed Budget 2017-18
Personnel Services							
7020	Salaries Part-Time	83	6,365	10,761	10,761	100.0%	6,622
7150	Medicare	1	92	156	156	100.0%	96
<b>Total Personnel</b>		<b>84</b>	<b>6,457</b>	<b>10,917</b>	<b>10,917</b>		<b>6,718</b>
Operations & Maintenance							
7180	Uniform Expenses	1,000	1,000	1,500	1,500	100.0%	1,000
7223	Disposal Service	2,041	2,461	2,500	2,500	100.0%	2,500
7241	Meetings & conferences	774	835	540	540	100.0%	1,000
7247	Membership & Dues	282	270	-	-		-
7259	Miscellaneous Costs	-	254				-
7265	Office Supplies	651	1,097	1,500	1,500	100.0%	1,500
7271	Postage	2,803	3,860	3,500	3,500	100.0%	3,500
7277	Printing	1,346	1,028	1,000	2,000	200.0%	1,000
7289	Subscriptions	300	111	1,000	1,000	100.0%	500
7295	Utilities: Phone, Internet, Cell	16,528	16,724	7,000	7,000	100.0%	17,000
7295	Utilities: Electricity Usage	37,107	35,262	40,000	40,000	100.0%	40,000
7295	Utilities: Natural Gas Usage	1,387	1,440	1,500	1,500	100.0%	1,500
7295	Utilities: Water Usage	4,455	4,069	4,500	4,500	100.0%	4,500
7330	Hardware/Software Supplies/Exp	68	-	-	-	0.0%	-
7360	Safety & Security	390	1,464	1,000	1,000	100.0%	1,000
7370	Special Dept Supplies	761	358	1,000	1,000	100.0%	1,000
7375	Staff Services	916	1,649	1,500	1,500	100.0%	1,500
7655	Building Maintenance	8,766	5,675	9,000	9,000	100.0%	9,000
7720	Sobriety Checkpoint	-	-	-	-		-
7755	Grounds Maintenance	584	351	1,500	1,500	100.0%	1,500
7970	Small Tools	141	-	-	-	0.0%	-
8936	Cal-ID Systems	74,168	78,538	79,000	84,500	107.0%	88,095
8940	Contracted Services	2,618	5,532	4,000	4,000	100.0%	4,000
8948	County Sheriff	11,626,837	11,957,812	12,388,550	12,388,550	100.0%	13,209,109
9026	Equipment Maintenance	367	491	1,000	1,000	100.0%	1,000
9052	Gasoline, Oil, Etc.	218,231	177,211	220,000	220,000	100.0%	220,000
9065	Leased Equipment	11,749	10,837	12,000	12,000	100.0%	12,000
9091	Vehicle Maintenance	117,476	130,156	125,000	125,000	100.0%	125,000
<b>Total Operations &amp; Maint</b>		<b>12,131,744</b>	<b>12,438,485</b>	<b>12,908,090</b>	<b>12,914,590</b>	<b>100.1%</b>	<b>13,747,204</b>
<b>Department total</b>		<b>12,131,828</b>	<b>12,444,942</b>	<b>12,919,007</b>	<b>12,925,507</b>	<b>100.1%</b>	<b>13,753,922</b>

<u>Personnel Schedule</u>	<u>Actual 2014-15</u>	<u>Actual 2015-16</u>	<u>Actual 2016-17</u>	<u>Proposed 2017-18</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	0.25	0.50	0.30
<b>Total FTE's:</b>	<b>64.00</b>	<b>64.25</b>	<b>64.50</b>	<b>64.30</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, AVFPD, 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, the 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. 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.

## 2016-17 HIGHLIGHTS

- Blue Cut Fire EOC activation- Aug. 17-22
- CERT/ECS activated- Reverse Triathlon- September 24
- DSW annual drill- October 1.
- ShakeOut drill- October 20
- Red Cross Shelter Training- January 14.
- 1<sup>st</sup> annual Family Safety and Emergency Preparedness Fair
- Updating Hazard Mitigation Plan
- Manage Disaster Service Worker program
- Secure \$19,891 from the EMPG grant
- Assist with re-organization of HD COAD

## 2017-18 GOALS AND OBJECTIVES

- Secure grants to enable staff to attend CSTI-Intro to Emergency Management class
- Approve and adopt Hazard Mitigation Plan
- Manage Homeland Security Grant
- Use grant funds to secure resources for EOC
- Continue to keep EOC staff up to date on training specific to emergency preparedness.
- Manage EMPG Grant.
- Larger scale exercise for 2017 ShakeOut.
- Work on updating the Town's Emergency Operation Plan
- Create EOC training program to include all Town staff



**Blue Cut Fire- AV Animal Shelter Donations- August 17-22**



**Disaster Service Worker Annual Drill- October 1**

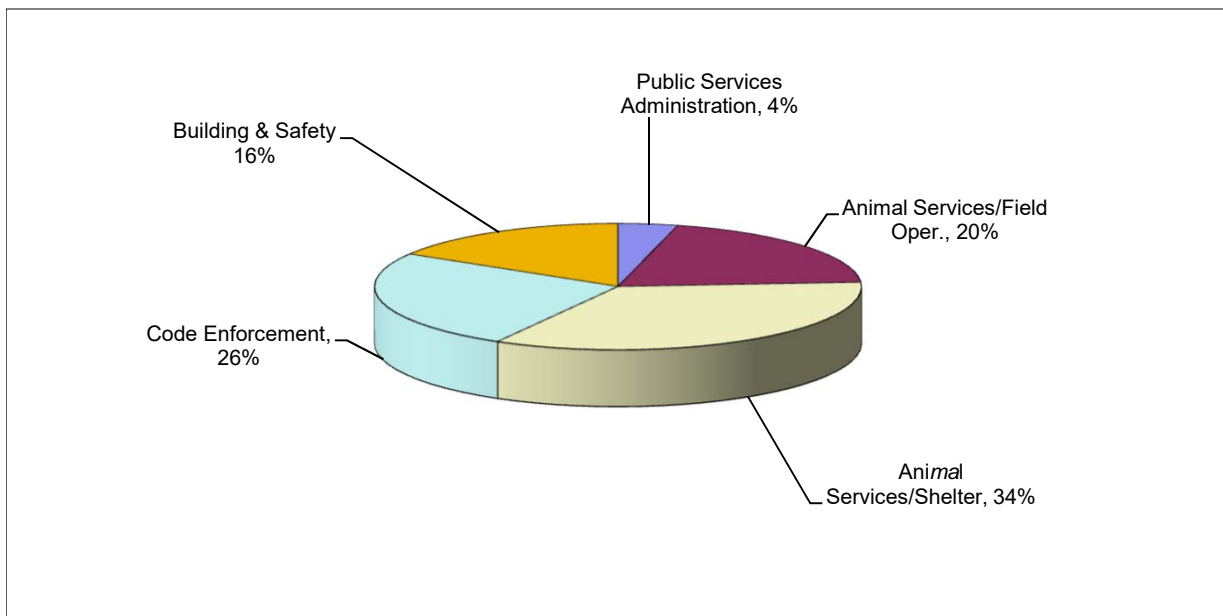
# EMERGENCY PREPAREDNESS

EMERGENCY PREPAREDNESS 1001-2020							
Code	Expenditure Classification	Actual Expense 2014-15	Actual Expense 2015-16	Amended Budget 2016-17	Estimated Expense 2016-17	% of Budget Expended	Proposed Budget 2017-18
Personnel Services							
7010	Salaries & Wages	14,992	32,919	80,831	80,831	100.0%	82,845
7020	Part-time Wages	5,385	18,615	18,707	18,707	100.0%	25,711
7110	Cafeteria Benefits	1,316	3,938	9,481	9,481	100.0%	9,487
7120	Deferred Comp	298	634	1,617	1,617	100.0%	1,657
7140	RHS	-	156	404	404	100.0%	414
7150	Medicare	296	792	1,443	1,443	100.0%	1,574
7160	PERS	3,858	10,578	20,618	20,618	100.0%	24,491
<b>Total Personnel</b>		<b>26,144</b>	<b>67,632</b>	<b>133,101</b>	<b>133,101</b>		<b>146,179</b>
Operations & Maintenance							
7229	Education & Training	1,923	6,206	3,000	3,000	100.0%	2,400
7229-500	Training Management	0	0	0	0		1,100
7241	Meetings & Conferences	847	399	60	60	100.0%	1,000
7247	Memberships & Dues	-	75				100
7265	Office Supplies	313	1,794	2,000	2,000	100.0%	1,500
7295-0109	Utilities: Phone, Internet, Cell Phones	556	662	1,500	1,500	100.0%	1,500
7350	Public Information	-	897	1,250	1,250	100.0%	1,250
8940	Contract Services	-	-			0.0%	-
<b>Total Operations &amp; Maint</b>		<b>3,639</b>	<b>10,033</b>	<b>7,810</b>	<b>7,810</b>	<b>100.0%</b>	<b>8,850</b>
9013	Communication Equipment	-	-	-	-		-
<b>Total Capital Expenditures</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>		<b>-</b>
<b>Department Total</b>		<b>29,782</b>	<b>77,666</b>	<b>140,911</b>	<b>140,911</b>		<b>155,029</b>

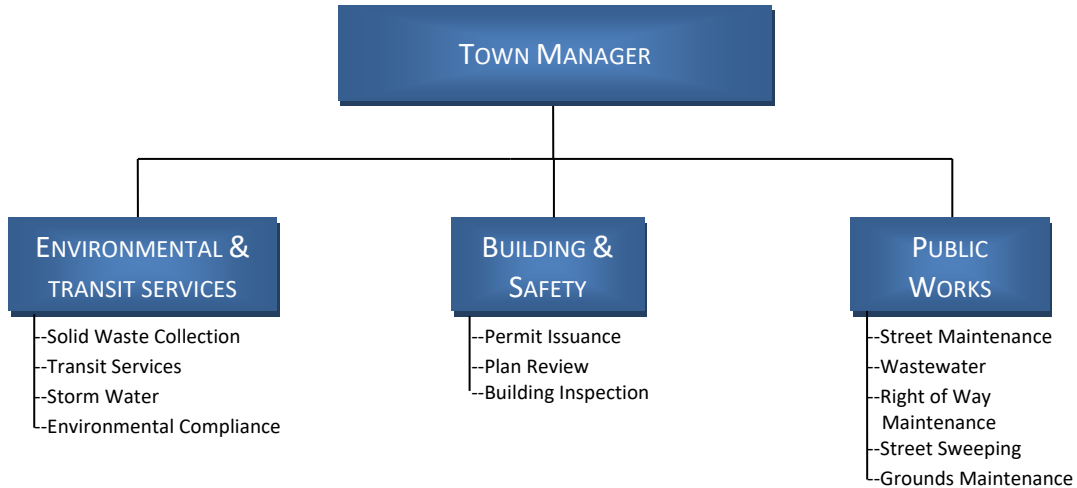
<b>Personnel Schedule</b>	<b>Actual 2014-15</b>	<b>Actual 2015-16</b>	<b>Actual 2016-17</b>	<b>Proposed 2017-18</b>
<b>Full Time:</b>				
Emergency Services Officer	0.00	0.40	1.00	1.00
Recreation Supervisor	0.40	0.00	0.00	0.00
<b>Part Time:</b>				
Sr. Office Assistant	0.25	0.25	0.50	0.67
<b>Total FTE's:</b>	<b>0.65</b>	<b>0.65</b>	<b>1.50</b>	<b>1.67</b>

## 2017/18 Public/Municipal Services Expenditures

Public Services Administration	\$150,087	4.0%
Animal Services/Field Oper.	757,677	20.0%
Animal Services/Shelter	1,300,657	34.3%
Code Enforcement	963,810	25.4%
Building & Safety	621,600	16.4%
Total-Public Services	<u><u>\$3,793,831</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.

<b>Department Workload Indicators – Public Services</b>				
	Actual FY 15-16	Goal FY 16-17	Estimated FY 16-17	Goal FY 17-18
Requests for Service	637	500	575	500
Single Family Sewer Permits	107	115	130	150
Single Family Additions Sewer Permits	5	10	2	5
Commercial Sewer Permits	5	15	5	10
Commercial TI Sewer Permits	11	15	20	15
Multi-Family Sewer Permits	3	2	2	3
Outside Sewer Area Verification	307	250	375	300



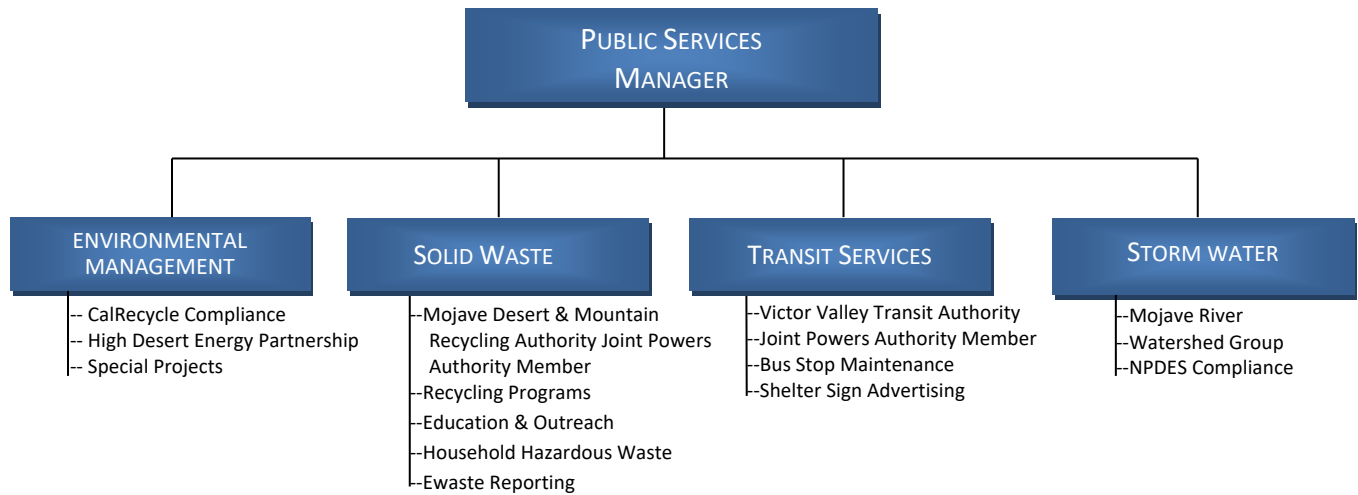
<b>Department Performance Measures – Public Services</b>				
	Actual FY 15-16	Goal FY 16-17	Estimated FY 16-17	Goal FY 17-18
Dispatch calls for service within 5 minutes of receiving the call	100%	100%	100%	100%
Complete plumbing fixture count plan check within 2-3 business days	100%	100%	100%	100%
Increase the number of SFR sewer permits issued from 130 to 150	107	125	130	150
Increase the number of Commercial sewer permits issued from 5 to 10	5	15	5	10
Increase the number of Multi-Family sewer permits issued from 2 to 3	3	2	2	3

**PUBLIC SERVICES - ADMINISTRATION 1001-3010**

Code	Expenditure Classification	Actual Expense 2014-15	Actual Expense 2015-16	Amended Budget 2016-17	Estimated Expense 2016-17	% of Budget Expended	Proposed Budget 2017-18
Personnel Services							
7010	Salaries & Wages	393,544	505,266	178,724	178,724	100.0%	102,775
7110	Cafeteria Benefits	34,936	31,779	27,029	27,029	100.0%	12,085
7120	Deferred Comp	14,090	9,641	3,128	3,128	100.0%	2,333
7140	RHS	-	1,423	894	894	100.0%	514
7150	Medicare	5,853	7,430	2,591	2,591	100.0%	1,490
7160	PERS	100,550	97,952	45,589	45,589	100.0%	28,290
<b>Total Personnel</b>		<b>548,973</b>	<b>653,490</b>	<b>257,955</b>	<b>257,955</b>	<b>100.0%</b>	<b>147,487</b>
Operations & Maintenance							
7229	Education & Training	368	298	500	0	0.0%	300
7241	Meetings & Conferences	4,156	201	700	0	0.0%	-
7253	Mileage	365	278	300	150	50.0%	300
7259	Misc	60	36	100	100	100.0%	100
7265	Office Supplies	109	228	500	350	70.0%	400
7277	Printing	42	-	100	100	100.0%	100
7289	Subscriptions	80	87	100	100	100.0%	100
7330	Hardware/Software Supplies	480	1,367	1,300	800	61.5%	1,300
9052	Gasoline, Diesel, Oil	1,302	971	-	-	0.0%	-
9091	Vehicle Maintenance	1,339	86	-	-	0.0%	-
<b>Total Operations &amp; Maint</b>		<b>8,302</b>	<b>3,550</b>	<b>3,600</b>	<b>1,600</b>	<b>44.4%</b>	<b>2,600</b>
<b>Department Total</b>		<b>557,275</b>	<b>657,040</b>	<b>261,555</b>	<b>259,555</b>	<b>99.2%</b>	<b>150,087</b>

<u>Personnel Schedule</u>	<u>Actual 2014-15</u>	<u>Actual 2015-16</u>	<u>Actual 2016-17</u>	<u>Proposed 2017-18</u>
<b>Full Time:</b>				
Assistant Town Manager	1.00	1.00	0.00	0.00
Public Services Manager	0.50	0.50	0.50	0.25
Administrative Analyst II	0.00	0.00	1.00	1.00
Administrative Analyst I	1.00	1.00	0.00	0.00
Senior Office Assistant	1.00	1.00	1.00	0.00
<b>Total FTE's:</b>	<b>3.50</b>	<b>3.50</b>	<b>2.50</b>	<b>1.25</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 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 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 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.



**2016-17 HIGHLIGHTS**

- Increased Energy Efficiency at Town owned facilities through the High Desert Energy Partnership
- Increased E-Waste drop off tonnage and revenue
- Expanded Community Outreach for recycling
- Installed new bus shelters, lighting and benches at various existing bus stop locations
- Sponsored the Greener Way of Life Program
- Re-established Sharps Container giveaway and exchange program at AVFPD Headquarters
- Operated 2 Shred-Fests for Town Residents
- 
- Submitted reports to Air Resources Board, CalRecycle and Department of Toxic Substance Control
- Completed Bus Shelter/Street Improvements in various locations
- Continued implementation of Year 3 NPDES Phase II Small MSG General Permit Requirements

**2017-18 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
- Continue with 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
- Continuing Implementation of Year 3 NPDES Phase II Small MSG General Permit Requirements

<b>Department Workload Indicators</b>				
	Actual FY 15-16	Goal FY 16-17	Estimated FY 16-17	Goal FY 17-18
Bus Shelter Advertising Revenue	\$10,000	\$12,000	\$12,000	\$12,000
Community Services Bus Shelter Advertisements	10	12	12	12
Bus Route Awareness Kiosk Signs	1	3	1	2
Bus Stop Benches and Lights	7	12	5	8
Shred Fest Events	1	2	2	2
E-Waste Revenue	\$35,000	\$36,000	\$40,000	\$42,000
HHW Participants	3800	3800	3900	4100
Community Recycling Outreach Events	4	5	5	5
Advertisement Installation Days	3	2	2	2
Household Hazardous Waste OT	\$750	\$750	\$750	\$375

<b>Department Performance Measures</b>				
	Actual FY 15-16	Goal FY 16-17	Estimated FY 16-17	Goal FY 17-18
Increase Paid Bus Shelter Revenue by 20%	50%	60%	60%	60%
Increase Community Service/Town Department Bus Shelter Advertisements by 20%	45%	55%	55%	66%
Increase Bus Route Awareness Kiosks by 100%	100%	100%	100%	100%
Increase Number of Newly Installed Benches and Lights by 50%	7.5%	10%	10%	15%
Maintain Shred Fest Events by	100%	200%	200%	100%
Increase E-Waste Revenue by 5%	110%	110%	110%	121%
Increase HHW Participants by 5%	102%	105%	105%	110.25%
Maintain Community Outreach for Green Apple Valley Recycling	110%	132%	132%	100%
Maintain Days to Install Bus Shelter	58%	41%	41%	100%
Reduce Need for Overtime at HHW Facility by 10%	50%	50%	50%	45%

ENVIRONMENTAL AND TRANSIT SERVICES							
Code	Revenue Classification	Actual Revenue 2014-15	Actual Revenue 2015-16	Amended Budget 2016-17	Estimated Revenue 2016-17	% of Budget Expended	Proposed Budget 2017-18
<b>Household Hazardous Waste - Used Oil</b>							
5510-0000-6924-4951	Oil Payment Program - State	19,714	19,714	19,000	19,000	100.0%	19,000
<b>Total Household Hazardous Waste - Used Oil</b>		<b>19,714</b>	<b>19,714</b>	<b>19,000</b>	<b>19,000</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	-	-	-	-	0.0%	-
2015-0000-6804-0000	LTF Funds	115,700	639,202	-	-	0.0%	-
2040-0000-6802-4951	Air Pollution AB2766	47,955	48,995	47,320	47,320	100.0%	47,320
5510-0000-4179-4951	Recycling Revenue	37,451	41,918	36,000	40,000	111.1%	42,000
<b>Total Environmental and Transit Services</b>		<b>201,106</b>	<b>730,114</b>	<b>83,320</b>	<b>87,320</b>	<b>104.8%</b>	<b>89,320</b>
<b>Total Revenue</b>		<b>220,820</b>	<b>749,828</b>	<b>102,320</b>	<b>106,320</b>	<b>103.9%</b>	<b>108,320</b>
Code	Expenditure Classification	Actual Expense 2014-15	Actual Expense 2015-16	Amended Budget 2016-17	Estimated Expense 2016-17	% of Budget Expended	Proposed Budget 2017-18
<b>Household Hazardous Waste - Used Oil</b>							
5510-4460-7010-4951	Salaries Regular	418	2,515	1,000	1,000	100.0%	1,000
5510-4460-7020-4951	Salaries Part-Time	11,575	13,146	14,184	14,184	100.0%	14,184
5510-4460-7025-4951	Part-Time Sick Leave	-	356	-	-	-	-
5510-4460-7030-4951	Overtime	351	731	500	500	100.0%	500
5510-4460-7150-4951	Medicare	177	232	206	206	100.0%	206
5510-4460-7160-4951	PERS	122	831	-	-	100.0%	-
5510-4460-7241-4951	Meetings and Conferences	20	765	1,620	1,620	100.0%	1,600
5510-4460-7253-4951	Mileage Exp/Allowance	297	404	500	500	100.0%	500
5510-4460-8970-4951	Household Hazardous Waste	-	341	1,000	1,000	100.0%	900
<b>Total HHW - Used Oil</b>		<b>12,960</b>	<b>19,321</b>	<b>19,010</b>	<b>19,010</b>	<b>100.0%</b>	<b>18,890</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	151,509	130,608	125,000	125,000	100.0%	125,000
2010-5010-7336-4951	NPDES - Compliance - CAA	12,308	24,234	30,000	30,000	100.0%	30,000
2010-5010-7995-4951	Transit Services	6,720	4,238	20,000	20,000	100.0%	17,000
2015-5210-9292-4951	Bus Stop Improvements - BV/Central	-	-	35,000	35,000	0.0%	-
2015-5210-9526-4951	Powhatan Road Street Imp.	32,473	-	-	-	-	-
2040-5410-8940-4951	Contract Services	47,260	-	47,320	47,320	100.0%	47,320
2120-4210-9202-4951	Accessible Pthwy/Albertsons-AV Inn	-	-	0	0	0.0%	-
5510-7510-7205-4951	Advertising	-	150	600	600	100.0%	500
5510-7510-7229-4951	Education & Training	44	139	400	400	100.0%	350
5510-7510-7241-4951	Meetings & Conferences	1,943	2,586	2,500	2,500	100.0%	2,250
5510-7510-7247-4951	Membership & Dues	230	377	660	660	100.0%	600
5510-7510-7253-4951	Mileage	1,357	1,160	1,500	1,500	100.0%	1,500
5510-7510-7259-4951	Miscellaneous	-	5	200	200	100.0%	200
5510-7510-7277-4951	Printing	42	42	250	250	100.0%	250
5510-7510-7350-4951	Public Information	-	659	700	700	100.0%	700
5510-7510-8970-4951	Household Hazardous Waste	3,061	6,078	17,000	17,000	100.0%	17,000
5510-7510-8971-4951	Household Hazardous Waste - Co Fire	79,052	79,052	80,000	80,000	100.0%	80,000
<b>Total Environmental and Transit Services</b>		<b>338,844</b>	<b>249,329</b>	<b>361,130</b>	<b>361,130</b>	<b>100.0%</b>	<b>322,670</b>
<b>Total Expenses</b>		<b>351,804</b>	<b>268,650</b>	<b>380,140</b>	<b>380,140</b>	<b>100.0%</b>	<b>341,560</b>
<b>Revenue over Expenses</b>		<b>(130,984)</b>	<b>481,179</b>	<b>(277,820)</b>	<b>(273,820)</b>	<b>98.6%</b>	<b>(233,240)</b>

# ANIMAL SERVICES



## DEPARTMENT DESCRIPTION

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

## DIVISION/MAJOR PROGRAM DESCRIPTION

**Field Services Division - Animal Control:** Coordinates State mandated rabies enforcement and licensing compliance, which includes the control of animals running at large, bite reports, cruelty investigations, enforcement of animal keeping laws, noise complaints, assisting injured animals, animal establishment inspections, and school-site visits.

**Sheltering Services Division – Municipal Shelter:** Coordinates sheltering activities, 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, manages the Department’s sheltering contracts, and oversees volunteer training that enhances the level of services provided to housed animals.

**Support Services:** Coordinates 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 for both Field and Sheltering Services.



**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**

## 2017-18 PROGRAMMATIC CHANGES

The Animal Sheltering Agreement with the County of San Bernardino will provide a minimum guaranteed revenue of \$475,473 for animal sheltering services provided to the unincorporated Victorville High-Desert County Region in FY 2017-18. 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.

## 2016-2017 HIGHLIGHTS



**National Publicity**



**Justice for Abused Animals**



**Emergency Sheltering**



**Annual Visitors**

- Ginger's "Great Escape" provided worldwide publicity for AVAS and Facebook coverage of three major networks (ABC7, CBS Los Angeles and NBCLA) went viral with over One-Million views
- Filed Criminal Animal Cruelty Charges in the Buell case with the District Attorney's Office that resulted in a guilty plea for 9 Felony Counts of Animal Abuse – Pursuing Restitution \$11,879
- During the Blue Cut Fire Incident, AVAS accepted 485 animals within the first 72 hours of the incident and returned 431 of the sheltered pets to their owners (89% Return-to-Owner Rate)
- Over 44,700 people visited the shelter in 2016
- 134 Animal Rescue Organizations updated or renewed their partnership agreements to assist AVAS in finding permanent loving homes for our sheltered animals and help reduce euthanasia

## 2017-2018 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

- Increase canvassing to ensure rabies and licensing compliance.
- Increase hours in the field patrolling for animals at large to address leash law violations.
- Decrease the total number of expired dog licenses by 50%.

### SHELTERING SERVICES GOALS

- Partner with a total of 200 animal rescue organizations.
- Issue 150 fully funded cat spay/neuter vouchers to reduce live cat intakes.
- Microchip 500 Apple Valley dogs for free to increase return-to-owner rates.



## 2017-2018 OBJECTIVES

- Develop a strategic plan to increase canvassing for rabies and licensing compliance.
- Collect and analyze all daily service log data to calculate total hours AVAS Officers spend in the office completing administrative paperwork.
- Collect and analyze all daily service log data to calculate total hours AVAS Officers spend in the field handling calls for service.
- Collect and analyze all daily service log data to calculate total hours AVAS Officers spend in the field proactively patrolling for animals at large.
- Collect and analyze all canvassing for animal rabies/licensing compliance data.
- Host the 12<sup>th</sup> Annual Paws-n-Claws Pet Fair.
- Provide free microchipping events for Apple Valley residents' dogs to reach 500 microchip goal.
- Continue to partner with Animal Rescue Organizations to transfer animals that need additional time for permanent placement into loving homes.
- Raise 12,000 to provide 500 free microchips and 150 free cat spay/neuter surgeries.

Department Workload Indicators				
	Actual FY 15-16	Goal FY 16-17	Estimated FY 16-17	Goal FY 17-18
Live Intakes - Cats	2231	1432	2454	N/A
Live Intakes - Dog	3874	2520	4320	N/A
Live Releases - Cats	437	263	450	40 % of Intake
Live Releases - Dogs	1934	1329	2278	80% of Intake
Euthanized - Cats	1561	972	1666	<60% of Intake
Euthanized - Dogs	838	616	1056	<20% of Intake
Dogs Licensed (AVAS Only)	10091	10122	10200	13000
Dog Licenses - Expired	15561	15873	15000	
Calls for Service	4732	2409	4130	
Houses Canvassed for Licensing & Rabies Compliance	1095	142	243	1200
Bite Reports	114	7	100	
Rescue Agreements	134	134	150	200
Low-Cost Vaccination Clinics	6	6	6	8
Animals Microchipped	2261	955	1637	100% of Live Release
Total Vaccines Administered	7817	3022	5180	100% of Live Release
Spay/Neuter Vouchers - Cats	N/A	N/A		
Spay/Neuter Vouchers - Dogs	282	80	300	

**ANIMAL SERVICES - FIELD SERVICES 1001-2120**

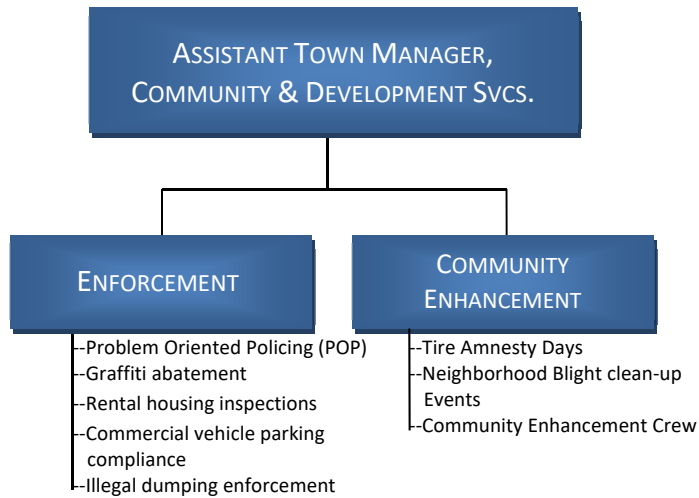
Code	Expenditure Classification	Actual Expense 2014-15	Actual Expense 2015-16	Amended Budget 2016-17	Estimated Year End 2016-17	% of Budget Expended	Proposed Budget 2017-18
<b>Personnel Services</b>							
7010	Salaries & Wages	370,188	426,005	418,033	418,033	100.0%	431,311
7020	Wages Part-time	11,355	2,843	-	-		-
7030	Wages Overtime	3,520	952	7,000	7,000	100.0%	7,000
7110	Cafeteria Benefits	56,811	65,769	68,351	68,351	100.0%	68,803
7120	Deferred Comp	1,194	1,825	1,884	1,884	100.0%	3,641
7140	RHS	-	1,989.63	2,031	2,031	100.0%	2,085
7150	Medicare	5,824	6,585	6,086	6,086	100.0%	6,279
7160	PERS	90,639	127,094	98,793	98,793	100.0%	109,801
7165	Auto Allowance	-	-	1,710	1,710		1,710
<b>Total Personnel</b>		<b>539,530</b>	<b>633,063</b>	<b>603,888</b>	<b>603,888</b>	<b>100.0%</b>	<b>630,630</b>
<b>Operations &amp; Maintenance</b>							
7180	Uniform Expense	1,734	3,048	3,100	3,100	100.0%	3,500.00
7205	Advertising	-	464	500	500	100.0%	400.00
7223	Disposal Services	1,801	2,263	2,250	2,250	100.0%	2,282.00
7229	Education & Training	589	3,185	100	100	100.0%	3,000.00
7241	Meetings & Conferences	148	283	200	200	100.0%	500.00
7247	Memberships & Dues	215	553	550	550	100.0%	535.00
7253	Mileage Exp/Allowance	-	1,104	1,000	1,000	100.0%	500.00
7265	Office Supplies	296	661	1,000	1,000	100.0%	1,000.00
7277	Printing	1,925	889	2,500	2,500	100.0%	2,250.00
7289	Subscriptions	27	-	400	400	100.0%	400.00
7295	Utilities: Phones, Internet	1,996	3,656	3,700	3,700	100.0%	3,800.00
7295	Utilities: Electricity	13,801	9,585	11,000	11,000	100.0%	11,275.00
7295	Utilities: Natural Gas	3,017	2,955	2,400	2,400	100.0%	2,460.00
7295	Utilities: Water	1,381	1,667	1,550	1,550	100.0%	1,600.00
7330	Hardware/Software Supplies	2,116	2,474	3,000	3,000	100.0%	3,000.00
7360	Safety and security	194	389	400	400	100.0%	425.00
7370	Special Department Supplies	767	5,616	3,100	3,100	100.0%	2,800.00
7655	Building maintenance	3,249	801	2,300	2,300	100.0%	2,450.00
8940	Contracted Services	5,316	1,012	2,500	2,500	100.0%	3,000.00
8956	Drugs/Vaccinations	-	-	-	-	0.0%	-
8960	Emergency Vet Service	-	315	-	-	0.0%	545.00
8972	Legal Services	-	-	750	750	100.0%	525.00
8988	Spay/Neuter Program	48,192	41,578	39,900	39,900	100.0%	39,900.00
8992	Stiles Removal/D&D Removal	6,402	6,402	6,900	6,900	100.0%	6,900.00
9013	Communications Equipment	402	1,046	3,000	3,000	100.0%	2,200.00
9026	Equipment Maintenance	149	180	1,000	1,000	100.0%	800.00
9052	Gasoline, Diesel and Oil	16,348	17,030	18,000	18,000	100.0%	18,000.00
9065	Leased Equipment	6,123	4,244	5,000	5,000	100.0%	5,000.00
9078	Safety Equipment	105	-	1,000	1,000	100.0%	800.00
9091	Vehicle Maintenance	6,191	6,364	7,200	7,200	100.0%	7,200.00
9120	Capital Equipment	-	-	0	11,419	0.0%	-
<b>Total Operations &amp; Maint.</b>		<b>122,481</b>	<b>117,763</b>	<b>124,300</b>	<b>135,719</b>	<b>109.2%</b>	<b>127,047</b>
<b>Department Total</b>		<b>662,012</b>	<b>750,826</b>	<b>728,188</b>	<b>739,607</b>	<b>101.6%</b>	<b>757,677</b>

<b>Personnel Schedule</b>	<b>Actual 2014-15</b>	<b>Actual 2015-16</b>	<b>Actual 2016-17</b>	<b>Proposed 2017-18</b>
<b>Full Time:</b>				
Director of Animal Services	0.00	0.00	0.25	0.25
Animal Services Manager	0.25	0.25	0.00	0.00
Animal Services Supervisor	1.00	1.00	0.00	0.00
Sr. Animal Services Officer	0.00	0.00	2.00	2.00
Animal Services Administrative Secretary	0.25	0.25	0.25	0.25
Animal Services Officer II	3.00	3.00	1.00	2.00
Animal Services Officer I	0.00	1.00	2.00	1.00
Animal Services Technician	1.25	1.25	1.25	1.25
<b>Part Time:</b>				
Animal Services Technician	0.12	0.12	0.00	0.00
<b>Total FTE's:</b>	<b>5.87</b>	<b>6.87</b>	<b>6.75</b>	<b>6.75</b>

<b>ANIMAL SERVICES - SHELTER 1001-2130</b>							
<b>Code</b>	<b>Expenditure Classification</b>	<b>Actual Expense 2014-15</b>	<b>Actual Expense 2015-16</b>	<b>Amended Budget 2016-17</b>	<b>Estimated Year End 2016-17</b>	<b>% of Budget Expended</b>	<b>Proposed Budget 2017-18</b>
Personnel Services							
7010	Salaries & Wages	621,976	628,069	643,206	643,206	100.0%	666,281
7020	Wages Part-Time	106,910	103,068	80,314	80,314	100.0%	79,273
7025	Part-Time Sick Leave	0	1,149	500	500		500
7030	Wages Overtime	1,633	1,550	2,000	2,000	100.0%	2,000
7110	Cafeteria Benefits	125,454	120,958	132,470	132,470	100.0%	124,346
7120	Deferred Comp	3,581	5,476	5,651	5,651	100.0%	10,922
7140	RHS	-	3,035.37	3,148	3,148	100.0%	3,253
7150	Medicare	10,745	10,749	10,565	10,565	100.0%	10,885
7160	PERS	131,269	169,615	129,724	129,724	100.0%	146,122
7165	Auto Allowance	-	-	5,130	5,130		5,130
<b>Total Personnel</b>		<b>1,001,568</b>	<b>1,043,670</b>	<b>1,012,708</b>	<b>1,012,708</b>	<b>100.0%</b>	<b>1,048,712</b>
Operations & Maintenance							
7180	Uniform Expense	2,837	3,140	2,500	2,500	100.0%	2,500
7205	Advertising	-	679.31	750	750	100.0%	750
7223	Disposal Services	6,215	6,788	6,850	6,850	100.0%	6,850
7229	Education & Training	2,719	1,380	100	3,000	3000.0%	2,500
7241	Meetings and Conferences	130	457	200	200	100.0%	200
7247	Memberships and Dues	215	359	250	250	100.0%	600
7253	Mileage Exp./Allowance	64	3,313	1,000	1,000	100.0%	1,000
7265	Office Supplies	3,083	1,926	2,500	2,500	100.0%	2,500
7277	Printing/Department Supplies	330	101	2,500	2,500	100.0%	2,500
7289	Subscriptions	106	84	400	400	100.0%	400
7295	Utilities: Phones, Internet	1,752.52	2,013.00	2,000	2,000	100.0%	2,065
7295	Utilities: Electricity	36,211	28,756	36,000	36,000	100.0%	36,900
7295	Utilities: Natural Gas	8,813	8,864	7,000	7,000	100.0%	7,135
7295	Utilities: Water Usage	4,144	4,962	4,500	4,500	100.0%	4,600
7305	Animal Food Supplies	622	461	750	750	100.0%	1,000
7330	Hardware/Software	2,994	3,573	1,500	1,500	100.0%	4,950
7360	Safety & Security	3,215	899	630	630	100.0%	630
7370	Special Department Supplies	6,661	4,791	9,400	9,400	100.0%	11,350
7655	Building Maintenance	23,946	15,430	15,000	15,000	100.0%	15,000
7755	Grounds Maintenance	429	58	3,000	3,000	100.0%	3,000
8940	Contracted Services	13,236	9,600	10,200	10,200	100.0%	10,800
8956	Drugs and Vaccinations	45,371	49,965	39,900	39,900	100.0%	40,700
8960	Veterinary Services	3,460	1,896	3,500	3,500	100.0%	3,000
8988	Adoption Spay / Neuter	73,641	81,034	72,000	80,000	111.1%	73,800
8992	Stiles Removal/D&D Removal	6,402	6,402	6,500	6,500	100.0%	6,780
9013	Communications Equipment	172	243	300	300	100.0%	200
9026	Equipment Maintenance	419	459	750	750	100.0%	750
9052	Gasoline, Diesel, Oil	789	611	1,000	1,000	100.0%	1,000
9065	Leased Equipment	7,761	8,132	7,300	7,300	100.0%	7,485
9091	Vehicle Maintenance	487	1,081	1,000	1,000	100.0%	1,000
<b>Total Operations &amp; Maint.</b>		<b>256,229</b>	<b>247,457</b>	<b>239,280</b>	<b>250,180</b>	<b>104.6%</b>	<b>251,945</b>
9120	Capital Equipment	-	-	-	-	0.0%	-
9300	Capital Projects	-	-	-	-	0.0%	-
<b>Total Capital</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Department Total</b>		<b>1,257,797</b>	<b>1,291,128</b>	<b>1,251,988</b>	<b>1,262,888</b>	<b>100.9%</b>	<b>1,300,657</b>

Code	Expenditure Classification	Actual Expense 2014-15	Actual Expense 2015-16	Amended Budget 2016-17	Estimated Year End 2016-17	% of Budget Expended	Proposed Budget 2017-18
	<b>Personnel Schedule</b>	<b>Actual 2014-15</b>	<b>Actual 2015-16</b>	<b>Actual 2016-17</b>	<b>Proposed 2017-18</b>		
	<b>Full Time:</b>						
	Director of Animal Services	0.00	0.00	0.75	0.75		
	Animal Services Manager	0.75	0.75	0.00	0.00		
	Animal Services Supervisor	1.00	1.00	1.00	1.00		
	Animal Services Administrative Secre	0.75	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	3.75	3.75	3.75	3.75		
	Animal Shelter Assistant	4.00	4.00	4.00	4.00		
	<b>Part Time:</b>						
	Animal Services Technician	0.37	0.37	0.00	0.00		
	Office Assistant	0.50	0.50	0.70	0.00		
	Animal Shelter Assistant	1.00	1.00	0.50	1.00		
	Program Assistant	2.50	2.50	2.00	2.18		
	<b>Total FTE's:</b>	<b>16.62</b>	<b>16.62</b>	<b>15.45</b>	<b>15.43</b>		

# CODE ENFORCEMENT



## PROGRAM INFORMATION



The Code Enforcement Department is responsible for enforcing state and local laws relating to health and safety, property maintenance standards and land use regulations. Our goal is to maintain consistency with the Town's General Plan and to provide courteous, effective and efficient service which will enhance property values by reducing visual blight in Apple Valley's neighborhoods. This is accomplished through a combination of proactive and reactive patrol as well as through problem oriented policing (POP). A key component of this goal is educating citizens concerning local, state and federal regulations that affect them. 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. For fiscal year 2017-2018 Code Enforcement will apply for several grants to assist in eliminating blight in the Town of Apple Valley. These grant funds are used to provide tire amnesty day events where residents can drop off tires for free, tire cleanup grant that will allow Code Enforcement Officers to remove illegally dumped tires from the right of way and public land and 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.

## 2016-17 HIGHLIGHTS

- 2,906 cases opened in 2016-17, 71% proactively opened by officers
- 81% of graffiti was proactively opened by officers
- \$34,527 was received through alternative sources such as grants and city/county payment programs to assist with blight reduction
- 72% of illegal dumping cases were proactively opened by officers
- 60.23 tons of debris and 5.55 tons of recyclables were collected during community enhancement events
- 100,660 pounds of trash was removed from the Town by the community enhancement crew
- 3,226 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
- Training hours were increased by 566% for staff

- Abatement warrants were decreased by 63%, showing that voluntary compliance is being obtained

## 2017-18 GOALS AND OBJECTIVES

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

Department Performance Measures				
	Actual FY 14-15	Actual FY 15-16	Estimate FY 16-17	Goal FY 17-18
Increase proactive cases to 75% or greater of the total cases	67%	74%	72%	75%
Increase Problem Oriented Policing (POP) cases by 5%	129	130	160	168
Reduce Graffiti by 2.5%	961	770	730	711
Increase participation from citizens by 10% at Community Enhancement Events.	824	979	967	1,063

	Actual FY 14-15	Actual FY 15-16	Estimate FY 16-17	Goal FY 17-18
Increase recyclables collected at Community Enhancement Events by 10%. (tons)	7.84	13.47	9.55	10.5
Increase debris collected during Community Enhancement Events by 5,000 pounds. (tons)	114	139	110	115
Increase tires collected during Tire Amnesty Events by 10%	4,185	3,688	4,100	4,510
Decrease abatement warrants obtained by 2.5%	24	19	15	14
Increase training for Code Enforcement Staff by 50% (hours)	-	6	40	60
Increase alternative funding, grants, city/county payment programs	\$63,000	\$34,190	\$34,527	63,961.15



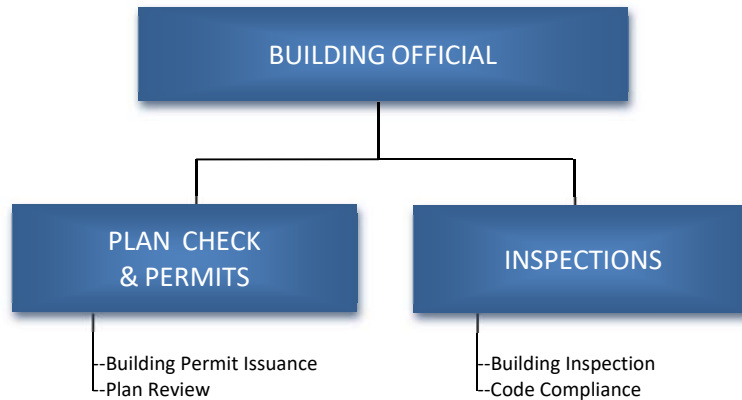
**CODE ENFORCEMENT 1001-3110**

Code	Expenditure Classification	Actual Expense 2014-15	Actual Expense 2015-16	Amended Budget 2016-17	Estimated Year End 2016-17	% of Budget Expended	Proposed Budget 2017-18
<b>Personnel Services</b>							
7010	Salaries & Wages	599,640	598,903	635,669	635,669	100.0%	560,798
7020	Wages Part-Time	36,449	23,444	29,557	29,557	55.0%	30,307
7030	Wage Overtime	2,218	2,028	2,000	2,000	100.0%	2,000
7110	Cafeteria Benefits	106,009	98,486	102,382	102,382	100.0%	83,179
7120	Deferred Comp	2,918	3,187	3,676	3,676	100.0%	4,145
7140	RHS	-	2,972.81	3,109	3,109	-	2,757
7150	Medicare	9,621	9,255	9,651	9,651	100.0%	8,611
7160	PERS	130,595	167,672	135,618	135,618	100.0%	134,877
7165	Auto Allowance	-	-	342	342	-	2,736
	<b>Total Personnel</b>	<b>887,451</b>	<b>905,948</b>	<b>922,004</b>	<b>922,004</b>	<b>100.0%</b>	<b>829,410</b>
<b>Operations &amp; Maintenance</b>							
7180	Uniform Cleaning	2,816	2,753	3,600	3,600	100.0%	3,000
7205	Advertising	-	-	500	500	100.0%	500
7229	Education & Training	3,281	7,228	6,300	6,300	100.0%	7,000
7241	Meetings & conferences	25	25	200	200	100.0%	200
7247	Membership & dues	33	59	50	50	100.0%	-
7253	Mileage Exp/Allowance	-	-	-	-	-	-
7259	Miscellaneous Costs	30	0	-	-	-	-
7265	Office Supplies	698	825	1,000	1,000	100.0%	800
7277	Printing	1,200	1,503	1,500	1,500	100.0%	1,800
7289	Subscriptions	1,500	1,500	1,500	1,500	100.0%	1,500
7295-0109	Utilities: Phones	6,748	7,744	7,200	7,200	100.0%	7,000
7325	Graffiti Supplies & Removal cost	34,627	39,045	32,000	32,000	100.0%	35,000
7330	Hardware/Software Supplies	-	813.90	1,800	1,800	100.0%	1,800
7350	Public Information	882	0	1,500	1,500	100.0%	1,500
7370	Special Dept Supplies/Exp	988	726	1,000	1,000	100.0%	1,000
7970	Small Tools	500	109	500	500	100.0%	500
8940	Contracted Services	25,274	35,630	32,000	32,000	100.0%	40,000
9026	Equipment Maintenance	728	365	800	800	100.0%	800
9052	Gasoline, Diesel, oil	18,560	14,677	20,000	20,000	100.0%	15,000
9065	Leased Equipment	645	1,936	2,000	2,000	100.0%	2,000
9091	Vehicle Maintenance	8,479	5,619	10,000	12,500	125.0%	15,000
9610-4910	Transfer Tire Amnesty Grant	(10,248)	-	-	-	-	-
	<b>Total Operations &amp; Maintenance</b>	<b>96,766</b>	<b>120,557</b>	<b>123,450</b>	<b>125,950</b>	<b>102.0%</b>	<b>134,400</b>
<b>Capital Expenditures</b>							
9120	Capital Equipment	-	-	-	-	-	-
	<b>Total Capital Expenditures</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Department Total</b>		<b>984,217</b>	<b>1,026,505</b>	<b>1,045,454</b>	<b>1,047,954</b>	<b>100.2%</b>	<b>963,810</b>

<b>Personnel Schedule</b>	<b>Actual 2014-15</b>	<b>Actual 2015-16</b>	<b>Actual 2016-17</b>	<b>Proposed 2017-18</b>
<b>Full Time:</b>				
Assistant Town Manager	0.00	0.00	0.05	0.40
Code Enforcement Manager	1.00	1.00	1.00	0.00
Code Enforcement Supervisor	0.00	0.00	0.00	1.00
Executive Secretary	0.00	0.00	0.03	0.00
Senior Code Enforcement Officer	1.00	1.00	1.00	0.00
Code Enforcement Officer II	5.00	4.00	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	1.00
<b>Part Time:</b>				
Community Enhancement Officer	0.50	0.50	0.50	0.50
Code Enforcement Technician	0.50	0.50	0.00	0.00
<b>Total FTE's:</b>	<b>11.00</b>	<b>10.00</b>	<b>9.58</b>	<b>7.90</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.

## 2016-17 HIGHLIGHTS

- Hosted 3 International Code Council, training seminars.
- Issued 103 Certificates of Occupancy.
- 4 commercial building permits issued.
- 70 commercial tenant improvement permits issued.
- 2 commercial photovoltaic projects completed.
- 456 residential photovoltaic permits issued.
- Issued 1383 miscellaneous building permits comprised of re-roofing, septic installations, pools, room additions, patios, accessory structures etc.
- 2 Multi family.
- Staff obtained 5 additional technical certifications demonstrating their experience and growth.

## 2017-18 GOALS AND OBJECTIVES

- Focus on updated disaster preparedness training for all staff members.
- Concentrate on effective budget reduction strategies.

- Demonstrate the departments expertise by obtaining additional professional certification.
- Expand local professional training program.
- Concise and effective review, permitting and inspection of all private and public land development projects.
- 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 15-16	Goal FY 16-17	Estimated FY 16-17	Goal FY 17-18
Express Plan Checks	230	126	261	274
Total Number of Plan Checks	1,000	1026	1173	1232
New Single Family Residence Permits	120	117	144	<b>152</b>
Total Applications Received	NA	3525	3200	3360
Number of Inspections Per Day	25	27	23	<b>28</b>
Total Number of Inspections	6,300	6500	5760	6000
Certificates Of Occupancy Issued	150	147	103	111

<b>Department Performance Measures</b>				
	Actual FY 15-16	Goal FY 16-17	Estimated FY 16-17	Goal FY 17-18
% Increase of Express Plan Check Total Plan Checks	15%	15%	13%	5%
% of Residential Plan Check < 5 days	99%	99%	99%	99%
% Commercial Plan Check < 10 days	99%	99%	99%	99%
Average Days in Plan Check	2	2	2	2
Revision to engineering plan checks and site plans reviewed in < 7 days	100%	99%	99%	99%
% Increase of Departmental Certifications	10%	15%	15%	5%
Training per person: Technical, Safety, Administrative & Mentoring	30hr	92hr	92hr	92hr

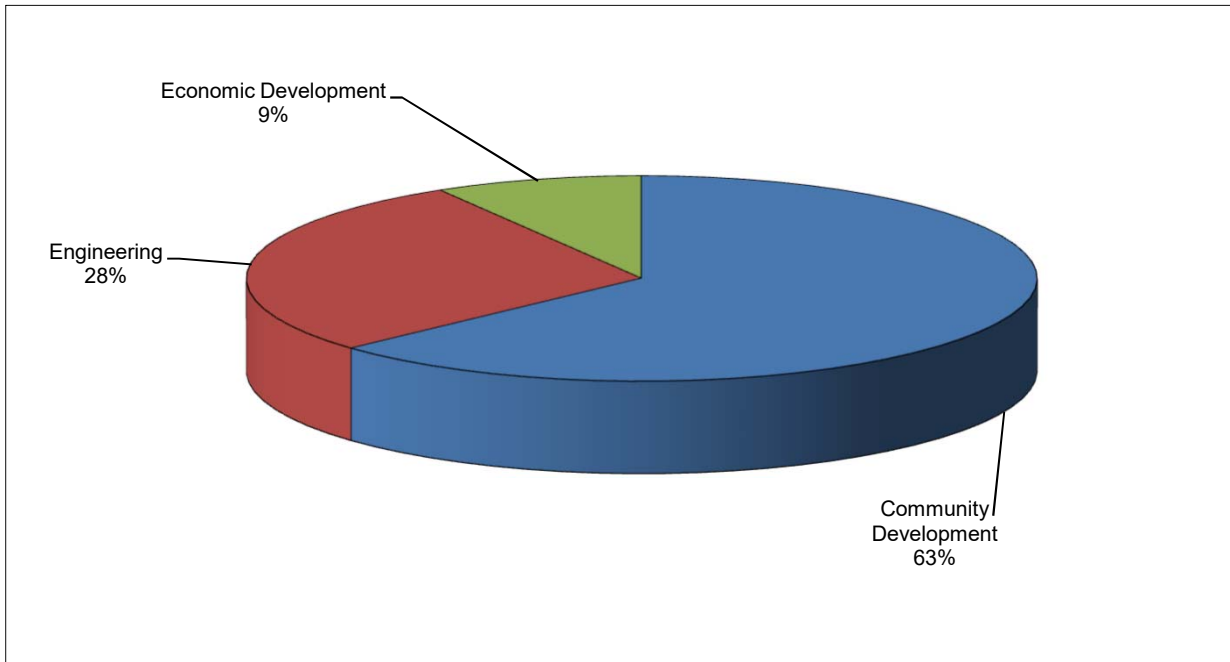


BUILDING & SAFETY 1001-4010							
Code	Expenditure Classification	Actual Expense 2014-15	Actual Expense 2015-16	Amended Budget 2016-17	Estimated Expense 2016-17	% of Budget Expended	Adopted Budget 2017-18
	Operations & Maintenance						
7247	Memberships & Dues	215	215	-	-	0.0%	-
7265	Office Supplies	332	262	675	675	100.0%	675
7277	Printing	464	799	1,500	1,500	100.0%	1,425
8932	Building & Safety Contractor	581,971	600,713	590,000	590,000	100.0%	619,500
	<b>Total Operations &amp; Maint.</b>	<b>582,982</b>	<b>601,989</b>	<b>592,175</b>	<b>592,175</b>	<b>100.0%</b>	<b>621,600</b>
	<b>Department Total</b>	<b>582,982</b>	<b>601,989</b>	<b>592,175</b>	<b>592,175</b>	<b>100.0%</b>	<b>621,600</b>

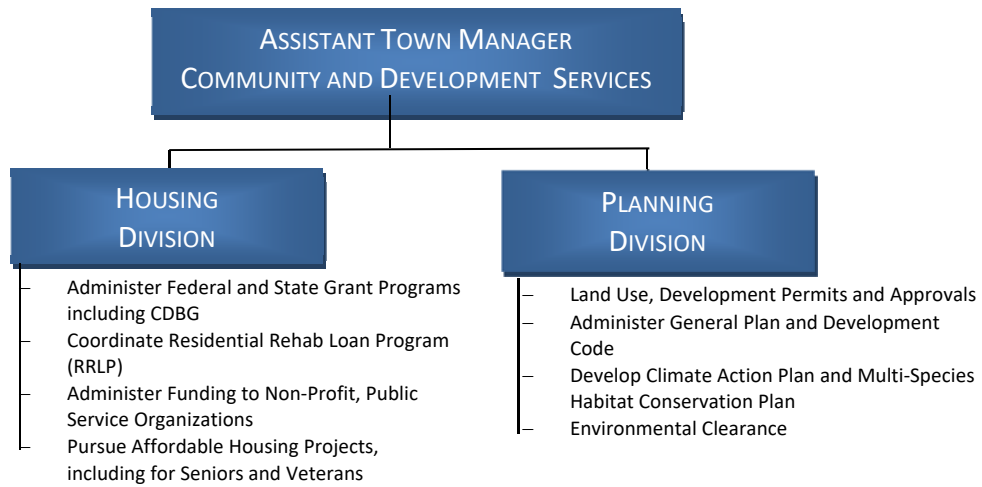
\* Staffing level determined by demand for services.

## 2017/18 Community/Economic Development Expenditures

Community Development	801,996
Engineering	360,600
Economic Development	108,325
Total-Econ. & Community Development Services	<u><u>1,270,921</u></u>



# COMMUNITY DEVELOPMENT DEPARTMENT



## DIVISION DESCRIPTIONS

The two divisions within the Community Development Department have a direct impact on the ability to achieve the Town Council’s Vision 2020 goals. The Planning Division 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.

**Planning Division** Planning implements and maintains the Town’s General Plan, Specific Plans, and Development Code and expedites the Town’s land development and entitlement processes in partnership with the Town’s Economic Development Strategy. Planning is responsible for implementation and updating of the Climate Action Plan (Greenhouse Gas Emissions), and developing the Multi-Species Habitat Conservation Plan (MSHCP). Planning serves as lead for all Town land use/development approvals and entitlements, including CEQA analysis, 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. 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.



**Housing Division** Housing 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 develops five year strategy plans—Assessment of Fair Housing (AFH) 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.

The Housing Division is responsible for administering various housing development projects, as well as rehabilitation and home purchase programs. The Housing Division serves as the lead administrator of the regional consortium of both Apple Valley and the City of Victorville for the allocation of HOME funds through the federal Department of Housing and Urban Development (HUD). 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.



## PROGRAM UPDATE FOR FY 2017-18

**Planning Division** It is anticipated that the final version of the MSHCP will be approved this fiscal year, after a lengthy drafting process. 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.

**Housing Division** With recent HUD changes to the Analysis of Impediments, the Town was one of the first municipalities in the nation to submit an Assessment of Fair Housing (AFH), identifying areas of focus for ongoing funding. Moreover, through the AFH process, the Housing Division conducted multiple community participation workshops and public hearings and identified areas of focus such as home and neighborhood rehabilitation, transitional housing, homeless services, economic development and employment opportunities, human services including youth, seniors and Veteran's assistance, and accessibility and mobility. As a result, Housing in coordination with Economic Development and Code Enforcement staff will create three new pilot programs; 1) an ADA Accessibility and Improvement Loan Program, to help Apple Valley homeowners and business owners with qualified improvements; 2) an Entrepreneurial and Small Business Incubator Program, to offer shared space, equipment, and business development resources, in order to stimulate employment opportunities; and, 3) a Blight and Slum Elimination Program, to focus on home and neighborhood improvements, including ADA accessibility.

### 2016-17 HIGHLIGHTS

- Completed an administrative draft of the Multi-Species Habitat Conservation Plan/Natural Communities Conservation Plan and submitted it to USFWS and CDFW
- Entitled a 1.35 million square foot distribution center in the North Apple Valley Industrial Specific Plan
- Provided home rehab assistance to 19 low-income individuals and families
- Administered 6 capital improvement/economic development projects
- Funded 11 non-profit agencies who serve residents in need with sheltering, food, clothing, necessary supplies, counseling and guidance



- Monitoring and servicing of approximately 350 outstanding housing loans, estimated at \$7 million dollars.
- Conducted community workshops to provide education and awareness regarding housing sustainability, financial management, foreclosure prevention and fair housing issues
  - Completed the Assessment of Fair Housing (AFH) and the 2017-2021 Consolidated Plan.
  - Updated the Development Code as it pertains to setbacks in the Ranchos Overlay Tract to increase flexibility and encourage development.

## 2017-18 GOALS AND OBJECTIVES

- Complete the Multi-Species Habitat Conservation Plan/ Natural Communities Conservation Plan and receive permits from USFWS and CDFW.
- 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.
- Continue to administer Federal and State grant funds.
- Begin the planning and financial strategy, including formation of a community stakeholder group, for the Hilltop House.

- Award contract and Development Agreement to develop affordable housing on Town owned multi-family zoned vacant land.
- Complete a Development Code and General Plan clean-up.
- Coordinate with Village PBID for development of Village Specific Plan
- Complete the required update of the Climate Action Plan.

<b>Department Workload Indicators</b>			
	Actual FY 16-17	Goal FY 17-18	Estimated FY 17-18
Number of meetings staff provided support for the Planning Commission, Equestrian Advisory Committee and the Community Development Citizens Advisory Committee	16	n/a	20
Number of meetings staff conducted Development Advisory Board	6	n/a	20
Number of entitlements/permits processed	260	n/a	275
Provide 0% deferred payment loans to low-income homeowners for the purpose of making repairs to their homes	19	25	25
Help fund shelter services for homeless persons	40	25	25
Provide clothing kits to low income school children	395	400	400
Provide shelter & outreach services to victims of domestic violence	64	50	50
Provide at risk youth with an after school literacy program	24	20	20
<b>Department Performance Measures</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%	100%
Process project entitlements requiring administrative approval within 30 days of application being deemed complete	100%	100%	100%
Complete Residential Rehabilitation application and construction process within 5 months of intake of application	70%	80%	80%
Complete 80% of the CDBG projects allocated within same fiscal year	60%	80%	80%
Provide loan payoff/reconveyances and refinance subordination services for existing housing loans within 15 days of request	90%	90%	90%

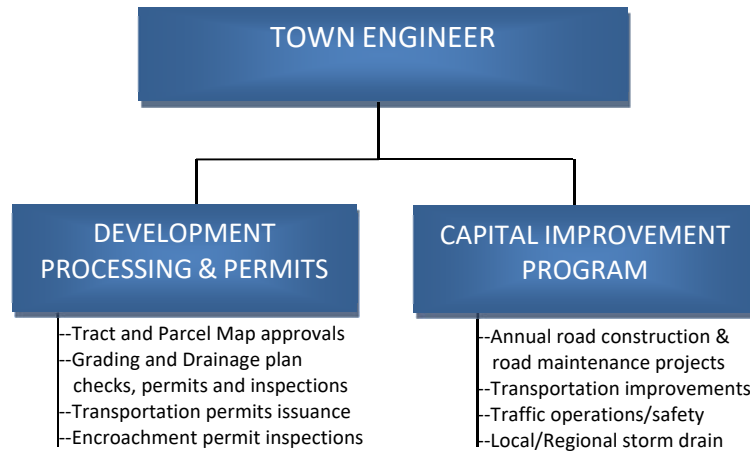


**PLANNING-COMMUNITY DEVELOPMENT 1001-4610**

Code	Expenditure Classification	Actual Expense 2014-15	Actual Expense 2015-16	Amended Budget 2016-17	Estimated Expense 2016-17	% of Budget Expended	Proposed Budget 2017-18
Personnel Services							
7010	Salaries & Wages	541,291	629,815	548,002	548,002	100.0%	368,210
7020	Wages, Part-time	11,569	6,200	12,000	12,000	100.0%	12,000
7110	Cafeteria Benefits	59,730	65,904	62,397	62,397	100.0%	36,999
7120	Deferred Comp	17,597	18,640	16,712	16,712	100.0%	11,476
7140	RHS	-	2,880	2,706	2,706	100.0%	1,802
7150	Medicare	7,915	9,170	8,199	8,199	100.0%	5,563
7160	PERS	138,255	181,074	127,776	127,776	100.0%	92,026
7165	Auto Allowance				5,472		3,420
7170	Direct Housing Loan Costs	(15,077)	-	-	-		0
<b>Total Personnel</b>		<b>761,280</b>	<b>913,683</b>	<b>777,792</b>	<b>783,264</b>	<b>100.7%</b>	<b>531,496</b>
Operations & Maintenance							
7205	Advertising	3,354	4,395	5,000	5,000	100.0%	5,000
7229	Education & Training	2,992	5,443	9,600	9,600	100.0%	2,900
7241	Meetings & Conferences	10,477	4,462	2,900	2,900	100.0%	9,600
7247	Memberships & Dues	725	2,300	1,100	1,100	100.0%	2,500
7253	Mileage	7,969	6,944	8,040	2,568	31.9%	4,000
7259	Miscellaneous Costs	60.00	-	-	-		-
7265	Office Supplies	1,328	581	1,500	1,500	100.0%	1,500
7277	Printing	42	-	-	-		-
7289	Subscriptions	551	586	1,000	1,000	100.0%	1,000
7330	Hardware/Software Supplies/Exp	-	-	6,200	6,200		-
8940	Contracted Services	39,503	64,402	50,000	90,500	181.0%	240,000
8968	Filing Fees	-	2,260	4,800	4,800	100.0%	4,000
<b>Total Operations &amp; Maint.</b>		<b>67,002</b>	<b>91,373</b>	<b>90,140</b>	<b>125,168</b>	<b>138.9%</b>	<b>270,500</b>
<b>Department Total</b>		<b>828,282</b>	<b>1,005,057</b>	<b>867,932</b>	<b>908,432</b>	<b>104.7%</b>	<b>801,996</b>

<u>Personnel Schedule</u>	<u>Actual 2014-15</u>	<u>Actual 2015-16</u>	<u>Actual 2016-17</u>	<u>Proposed 2017-18</u>
<b>Full Time:</b>				
Assistant Town Manager	1.00	1.00	0.80	0.50
Community Development Director	0.00	0.00	0.00	0.00
Principal Planner	1.00	1.00	1.00	1.00
Senior Planner	1.00	1.00	1.00	0.50
Associate Planner	0.84	0.84	1.00	0.50
Executive Secretary	1.00	1.00	0.90	0.75
Program Assistant	0.50	0.50	0.40	0.00
<b>Part Time:</b>				
Intern	0.00	0.00	0.00	0.00
Planning Commissioners	1.25	1.25	1.25	1.25
<b>Total FTE's:</b>	<b>6.59</b>	<b>6.59</b>	<b>6.35</b>	<b>4.50</b>

# ENGINEERING DEPARTMENT



## PROGRAM INFORMATION



The Town of Apple Valley’s Engineering Services Department plays a vital role in advancing and accomplishing the top four priorities in the Vision 2020 Goals and Objectives. **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 other activities in the public right of way. Working alongside the Federal Emergency Management Agency (FEMA), engineering serves as the Flood Plain Administrator managing storm related public hazards within our community. The Engineering Department in developing the town’s **Public Infrastructure** which is Vision 2020 Goal number two. Through the annual Capital Improvement Program, the department manages the planning, design, and construction of projects to include streets, sidewalks, traffic signals, storm drains, dry wells, and traffic management related signage and markings. **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. 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 in alignment with Vision 2020 goal number 4.



**2016-17 ACCOMPLISHMENTS**

- **Yucca Loma Road Widening (Yucca Loma Bridge to Apple Valley Road):** Widened Yucca Loma Road from the bridge landing to Apple Valley Road resulting in 4 lanes of traffic, two new signals, a 6'x10' box culvert, and bike lanes in preparation for the summer 2017 opening of the Yucca Loma Bridge
- **Mojave Riverwalk South:** Constructed a 12' wide multi-use trail along the Mojave River beginning at Bear Valley Road and continuing south to the town boundary
- **Ramona Road Widening:** Reconstructed Ramona Road from Navajo Road to Central Road and added a Class II Bikeway on the north and south sides
- **Rancho Verde Safe Routes to School:** Finalized construction and inspection of the Rancho Verde Elementary School Safe Routes to School Project
- **Yucca Loma Elementary School:** Finalized construction and inspection of the Yucca Loma Elementary School Safe Routes to School Project
- **Microsurface Project:** Microsurfaced over 21 miles of local roadways as identified in the Pavement

- Management System (PMS)expanding the life of the streets
- **Apple Valley Road Rehabilitation:** Reconstructed Apple Valley Road from Bear Valley Road to Town Center Drive
- **Bear Valley Road Bike Path:** Constructed a Class I Bikeway along Bear Valley Road from Reata Road to Jess Ranch Parkway and improved accessibility from the west side of the Bear Valley Bridge to Victor Valley College
- **Safe Routes to School Masterplan:** Completed community outreach activities with each of the K-8 schools in the AVUSD and began final preparation of the Safe Routes to School Masterplan
- **Town-Wide Class II Bikeway:** Updated the Town's Class II Bikeway with pavement resurfacing, striping, and signage bringing it up to date with current standards
- **Dale Evans Parkway at Waalew Realignment:** Completed the realignment design of Dale Evans Parkway and Waalew Road
- **Central Road Bus Stop Improvements:** constructed a bus turnout and installed a shelter on Central Road north of Bear Valley Road

## 2017-18 GOALS AND OBJECTIVES

- **Paving Priorities:** Conduct Town-wide slurry seal based on the Town's Pavement Management System (PMS)
- **Bear Valley Corridor Signal Study:** Retain a traffic-engineering consultant to provide the professional and technical services required to analyze the current traffic signal operations and overall traffic patterns within the subject corridor
- **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 complete final plans, specifications, and engineer's estimate
- 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, SBCTA Los Angeles Metro, including environmental clearance, approval, design and anticipated construction commencement in 2016.



### Department Workload Indicators

	Goal FY 16-17	Actual FY 16-17	Goal FY 17-18
1. Capital Improvement Projects Construction completed	10	10	3
2. Design CIPS completed	2	2	2
3. Planning Projects reviewed and conditioned	58	42	50
4. Grading Plans reviewed and approved	50	62	60
5. Improvement Plans reviewed and approved	8	10	10
6. Parcel and Tract Maps reviewed and approved	2	3	2
7. Encroachment Permits processed	575	750	600
8. CRM (Citizen Response Management) requests processed	50	64	60
9. Traffic Collisions Data Reports recorded in database	490	435	450
10. Traffic Surveys performed	10	25	15

### Department Performance Measures

	Goal FY 16-17	Actual FY 16-17	Goal FY 17-18
1. Construction CIPS completed within budget	100%	100%	100%
2. Design CIPS completed within schedule	100%	100%	100%
3. Conditions of approval issued within 10 business days	100%	100%	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	100%	98%	100%
8. Responses to CRM requests within two weeks	100%	98%	100%
9. Traffic Collision Data Reports recorded in database within ten days	100%	98%	100%
10. Traffic Surveys completed within 30 days	100%	100%	100%

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

**ENGINEERING 1001-4410**

<b>Code</b>	<b>Expenditure Classification</b>	<b>Actual Expense 2014-15</b>	<b>Actual Expense 2015-16</b>	<b>Amended Budget 2016-17</b>	<b>Estimated Expense 2016-17</b>	<b>% of Budget Expended</b>	<b>Proposed Budget 2017-18</b>
	Operations & Maintenance						
7241	Meetings & conferences	1,733	1,349	-	-	0.0%	-
7265	Office Supplies	58	156	300	300	100.0%	300
7277	Printing	164	293	300	300	100.0%	300
8964	Engineering Contractor	442,102	508,033	360,000	360,000	100.0%	360,000
	<b>Total Operations &amp; Maint.</b>	<b>444,058</b>	<b>509,832</b>	<b>360,600</b>	<b>360,600</b>	<b>100.0%</b>	<b>360,600</b>
	<b>Department Total</b>	<b>444,058</b>	<b>509,832</b>	<b>360,600</b>	<b>360,600</b>	<b>100.0%</b>	<b>360,600</b>

# ECONOMIC DEVELOPMENT



## DESCRIPTION

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

The Office interfaces with and develops relationships with target-industry site selection consultants, commercial real estate brokers and developers, business owners and decision-makers, and tenant representatives. The Office accomplishes these purposes via attendance and participation at various industry trade shows and conferences, association memberships, and via strategic marketing and advertisement in print, social and online media platforms. The Office leverages resources by partnering with other Town departments as well as outside agencies and stakeholders including the Apple Valley Chamber of Commerce, Victor Valley Chamber of Commerce, the Apple Valley Village Property and Business Improvement District (PBID) Association, Opportunity High Desert, and Team California.



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; by attracting grants and investments for job-creation and infrastructure-development purposes; serving as a liaison between private and public representatives during the site selection due diligence and predevelopment phases; and, providing economic analysis and facilitate feasibility studies, market reports and property data.

## PROGRAM CHANGES FOR FY 2017-18

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 U.S. 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, hospitality, commercial and industrial inventory 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. The Office will continue to support small business development opportunities, including administering the Apple Seed Small Business Loan Program, the award-winning Shop Local, Think Apple Valley campaign, and continuing its overall engagement with the local business community membership with both the Apple Valley and Victor Valley Chambers of Commerce.

## 2016-17 HIGHLIGHTS

- Awarded CALED Merit Award for Shop Local, Think Apple Valley campaign
- Welcomed Rebel Oil Company, 99 Cents Only Store, Charmed Beauty Bar, The Galley Fish Tacos, Haybird Hotdogs, and more
- Town entitled a 1.35 million square foot distribution center
- Funded first Apple Seed Small Business loan
- Joined Victor Valley Chamber of Commerce
- Helped lead regional Opportunity High Desert (OHD) marketing partnership
- Continued Shop Local Campaign, Business Visitation Program and Small Business Loan Program
- Exhibited, presented, moderated or attended retail and industry association events including High Desert Opportunity, NAIOP, Team California's Meet the Site Selection Consultants Forum, IAMC, ICSC, CBC Real Estate Symposium, Victor Valley Chamber Economic Forum, VVC Economic Summit
- Served as board member or liaison to Team California, the state's economic development marketing arm, High Desert Opportunity, and AV Village PBID Association



## 2017-18 GOALS AND OBJECTIVES

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

### Workload Indicators

	Actual FY14-15	Actual FY15-16	Goal FY16-17	Estimated FY16-17	Goal FY17-18
Business Retention Visits and Business Spotlights	20	77	50	50	50
Correspondence with Business Prospects	20	25	250	200	200
Business Attraction Meetings and Site Tours	50	48	50	40	40
Media Placements in Industry Publications	6	10	12	12	15
Industry Conferences and Tradeshows	5	5	5	5	5
Create New Initiative, Program or Service	4	2	-	2	2
Economic Development Boards/Committees	6	6	6	4	3
Public Speaking Engagements		3	5	5	7

### Performance Measures

	Actual FY14-15	Actual FY15-16	Goal FY16-17	Estimated FY16-17	Goal FY17-18
Conduct 40 Business Prospect Meetings	12	17	25	25	40
Visit 50 Existing Businesses	20	77	50	50	50
Respond to Site Selectors by Deadline	100%	100%	100%	100%	100%
Monthly Industry Articles or Press Releases	2	2	5	5	10
Monthly Constant Contact Email Newsletter	-	7	12	5	6
Fund Three Apple Seed Small Business Loans			-	1	3

ECONOMIC DEVELOPMENT 1001-4310							
Code	Revenue Classification	Actual Expense 2014-15	Actual Expense 2015-16	Amended Budget 2016-17	Estimated Expense 2016-17	% of Budget Expended	Proposed Budget 2017-18
<b>Personnel Services</b>							
7020	Wages Part-Time	10,537	18,325	19,249	10,000	52%	-
7025	Part-Time Sick Leave	-	77	-	-	0%	-
7150	Medicare	142	269	279	279	100%	-
7160	PERS	1,565	457	1,262	1,262	0%	-
7170	Direct Loan Costs	-	(1,100)	-	-	-	-
<b>Total Personnel</b>		<b>12,244</b>	<b>18,028</b>	<b>20,790</b>	<b>11,541</b>	<b>56%</b>	<b>-</b>
<b>Operations &amp; Maintenance</b>							
7205	Advertising	8,293	17,725	15,000	17,700	118%	18,000
7229	Education & Training	2,211	5,091	3,100	5,550	179%	4,000
7241	Meetings & Conferences	2,826	2,956	3,900	3,000	77%	3,000
7247	Memberships & Dues	1,434	4,095	2,800	3,045	109%	3,375
7253	Mileage	754	309	2,500	2,250	90%	2,000
7259	Miscellaneous	30	-	250	250	100%	-
7265	Office Supplies	999	215	500	500	100%	250
7271	Postage	-	-	1,500	1,500	100%	2,000
7277	Printing	1,110	6,386	4,000	4,000	100%	7,000
7289	Subscriptions	1,093	2,215	1,700	3,000	176%	2,200
7330	Hardware/Software	772	268	500	500	100%	500
7515	Marketing	5,619	5,275	5,000	5,000	100%	5,000
7584	Sponsorships	9,495	4,250	7,000	7,000	100%	4,000
7640	Events & Tradeshow	10,236	26,481	28,000	28,000	100%	32,000
8940	Contracted Services	31,609	15,115	30,000	25,000	83%	25,000
<b>Total Operations and Maintenance</b>		<b>76,481</b>	<b>90,381</b>	<b>105,750</b>	<b>106,295</b>	<b>101%</b>	<b>108,325</b>
<b>Department Total</b>		<b>88,725</b>	<b>108,409</b>	<b>126,540</b>	<b>117,836</b>	<b>93%</b>	<b>108,325</b>

<b>Personnel Schedule</b>	<b>Actual 2014-15</b>	<b>Actual 2015-16</b>	<b>Actual 2016-17</b>	<b>Proposed 2017-18</b>
<b>Part Time:</b>				
Program Assistant	0.25	0.68	0.50	0.00
<b>Total FTE's:</b>	<b>0.25</b>	<b>0.68</b>	<b>0.50</b>	<b>0.00</b>



**Town of Apple Valley  
Capital Improvement Plan  
FY 2017-2018 Budget by Funding Source**

	Measure I	TIF	Grants	Other	Storm Drains	Wastewater	Totals
<b>Estimated Beginning CIP Resources Available at July 1, 2017</b>							
Estimated Revenues	2,749,520	7,916,119	-		1,752,717	36,739,946	
<b>Total Resources Available</b>	<b>5,272,230</b>	<b>11,200,619</b>	<b>702,710</b>	<b>22,500</b>	<b>1,878,717</b>	<b>43,650,946</b>	
<b>Preliminary Design</b>							
High Desert Corridor - co	25,000						25,000
Tao Road Analysis - co	95,000						95,000
<b>Full Design</b>							
Apple Valley Safe Routes to School Master Plan - co	4,000		31,000		12,13*		35,000
Bear Valley Bridge (Mojave River Bridge)	80,290		619,710		1		700,000
Bear Valley Road Commercial Corridor Signal Study	100,000						100,000
Hwy 18 Shoulder Median (Navajo to Central) - co	22,500						22,500
AV Town Center Signal		10,000					10,000
Hwy 18 West End Widening (Phase 1, AVR Realignment) - co	11,000						11,000
<b>Construction</b>							
Dale Evans Parkway Median Improvements		110,000					110,000
Lafayette @ Dale Evans Parkway - co		1,230,333					1,230,333
Navajo Road Rehabilitation (Bear Valley Rd to Hwy 18)	960,000						960,000
Paving Priorities (50% Categorical/50% Non-Categorical)	2,000,000						2,000,000
SBCTA Congestion Management Plan	5,000						5,000
Town wide Class II bikeway upgrade - co	5,000						5,000
Yucca Loma Bridge - co	148,000		52,000		8*		200,000
Yucca Loma Elementary School - SRTS - co	5,000						5,000
AV Town Center Signal		50,000					50,000
Yucca Loma Road Widening (YLB to Apple Valley Rd)		5,000					5,000
<b>Road Total</b>	<b>3,460,790</b>	<b>1,405,333</b>	<b>702,710</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5,568,833</b>
<b>Wastewater</b>							
Electrical Upgrades/New Pumps at Jess Ranch Lift Station #1					92,000		92,000
Sewer Main Replacement, Various Locations					100,000		100,000
Sewer Manhole Adjusting, Bear Valley Road					12,000		12,000
Sewer Manhole Rehabilitation, Various Locations					100,000		100,000
Vault Covers for Sewer Lift Stations					140,000		140,000
<b>Wastewater Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>444,000</b>	<b>-</b>	<b>444,000</b>

**Town of Apple Valley  
Capital Improvement Plan  
FY 2017-2018 Budget by Funding Source**

	Measure I	TIF	Grants	Other	Storm Drains	Wastewater	Totals
<b>Golf Course</b>							
AVGC Pond Lining	-	-	22,500	16	-	-	22,500
<b>Golf Course Total</b>	<b>-</b>	<b>-</b>	<b>22,500</b>	<b>16</b>	<b>-</b>	<b>-</b>	<b>22,500</b>
<b>Capital Projects Total</b>	<b>3,460,790</b>	<b>1,405,333</b>	<b>702,710</b>	<b>22,500</b>	<b>444,000</b>	<b>-</b>	<b>6,035,333</b>
<b>Estimated Ending CIP Resources Available June 30, 2018</b>	<b>1,811,440</b>	<b>9,795,286</b>	<b>-</b>	<b>-</b>	<b>1,434,717</b>	<b>43,650,946</b>	<b>56,692,389</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
  - 14) SCAG (923,000) 4910 Fund
  - 15) Safe Routes to School
  - 16) Apple Valley Golf Course
  - 17) Parks and Recreation Fund
  - 18) Street Maintenance Fund
- TIF = Transportation Impact Fees (fund 4410)  
DIF = Storm Drainage Facilities Fees (fund 4760)

**Town of Apple Valley  
Capital Improvement Plan  
7 Year Plan - 2017-2024**

Projects	17/18	18/19	19/20	20/21	21/22	22/23	23/24	Totals
<b>Road Projects</b>								
<b>Preliminary Design</b>								
High Desert Corridor	25,000	25,000	25,000	25,000	25,000	25,000	25,000	175,076
Standing Rock Road Realignment / Hwy 18 Signal - co	-	150,000	-	-	-	-	-	150,074
Tao Road Analysis - co	95,000	-	-	-	-	-	-	95,000
<b>Full Design</b>								
Apple Valley Safe Routes to School Master Plan - co	120,000	175,000	25,000	25,000	25,000	25,000	25,000	420,000
Bear Valley Bridge (Mojave River Bridge)	35,000	-	-	-	-	-	-	35,000
Bear Valley Road Commercial Corridor Signal Study	700,000	665,000	-	-	-	-	-	1,365,000
Bear Valley Intersection Improvements @ Navajo Rd and Kiowa Rd	100,000	-	50,000	-	-	-	-	100,000
Central Road, from SR18 to Bear Valley Road	-	100,000	-	-	-	-	-	50,000
Hwy 18 Shoulder Median (Navajo to Central) - co	22,500	-	-	-	-	-	-	100,000
Hwy 18 West End Widening (Phase 1, AVR Realignment)	11,000	-	-	-	-	-	-	22,500
AV Town Center Signal	10,000	-	-	-	-	-	-	11,000
Standing Rock Road Realignment / Hwy 18 Signal	-	350,000	350,000	-	-	-	-	10,000
<b>Construction</b>	<b>878,500</b>	<b>1,115,000</b>	<b>400,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,393,500</b>
Apple Valley Road @ Bear Valley Rd SE Corner Improvements	-	390,000	-	-	-	-	-	390,000
Bear Valley Bridge (Mojave River Bridge)	-	-	-	35,791,000	-	-	-	35,791,000
Bear Valley Intersection Improvements @ Navajo Rd and Kiowa Rd	-	-	-	450,000	-	-	-	450,000
Central Road, from SR18 to Bear Valley Road	-	-	660,000	-	-	-	-	1,320,000
Dale Evans Parkway @ Waalew Road (Realignment) - co	-	-	-	-	1,000,000	-	-	1,000,000
Dale Evans Parkway Median Improvement	110,000	-	-	-	-	-	-	110,000
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 - co	1,230,333	-	-	-	-	-	-	1,230,333
Navajo Road Rehabilitation (Bear Valley Rd to Hwy 18)	960,000	-	-	-	-	-	-	960,000
Paving Priorities (50% Categorical/50% Non-Categorical)	2,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	8,000,000
SBCTA 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	200,000	200,000	200,000	200,000	-	-	-	800,000
Yucca Loma Corridor Improvements	-	3,986,859	-	-	-	-	-	3,986,859
Yucca Loma Elementary School - SRTS - co	5,000	-	-	-	-	-	-	5,000
AV Town Center Signal	50,000	-	-	-	-	-	-	50,000
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	5,000	-	-	-	-	-	-	5,000
<b>Road Total</b>	<b>4,570,333</b>	<b>7,201,859</b>	<b>16,380,000</b>	<b>41,356,000</b>	<b>3,255,000</b>	<b>1,005,000</b>	<b>1,005,000</b>	<b>74,773,192</b>
<b>Road Total</b>	<b>5,568,833</b>	<b>8,491,859</b>	<b>16,805,000</b>	<b>41,381,000</b>	<b>3,280,000</b>	<b>1,030,000</b>	<b>1,030,000</b>	<b>77,586,692</b>

**Town of Apple Valley  
Capital Improvement Plan  
7 Year Plan 2017-2024**

Projects	17/18	18/19	19/20	20/21	21/22	22/23	23/24	Totals
<b>Wastewater</b>								
Electrical Upgrades/New Pumps at Jess Ranch Lift Station #1	92,000							92,000
Sewer Main Replacement, Various Locations	100,000							100,000
Sewer Manhole Adjusting, Bear Valley Road	12,000							12,000
Sewer Manhole Rehabilitation, Various Locations	100,000	100,000	100,000					300,000
Vault Covers for Sewer Lift Stations	140,000							140,000
<b>Wastewater Total</b>	<b>444,000</b>	<b>100,000</b>	<b>100,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>644,000</b>
<b>Golf Course</b>								
AVGC Pond Lining	22,500							22,500
<b>Golf Course Total</b>	<b>22,500</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>22,500</b>
<b>Total Capital Improvements Projects</b>	<b>6,035,333</b>	<b>8,591,859</b>	<b>16,905,000</b>	<b>41,381,000</b>	<b>3,280,000</b>	<b>1,030,000</b>	<b>1,030,000</b>	<b>78,253,192</b>

**Town of Apple Valley  
Capital Improvement Project  
FY 2017-2018**

**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	FY17-18	FY18-19	FY19-20	FY20-21	FY21-22	5 Year Total
Architect Fees						0
Construction						0
Engineering Fees						0
Equipment						0
Inspection						0
Land Acquisition						0
Other Costs						0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Funding Sources	FY17-18	FY18-19	FY19-20	FY20-21	FY21-22	5 Year Total
Measure 1 Local						0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Operating & Maintenance Budget Impact	FY17-18	FY18-19	FY19-20	FY20-21	FY21-22	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 2017-2018**

**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	FY17-18	FY18-19	FY19-20	FY20-21	FY21-22	5 Year Total
Construction						0
Engineering Fees	35,000					35,000
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	FY17-18	FY18-19	FY19-20	FY20-21	FY21-22	5 Year Total
Sustainable Transportation Planning Grant	35,000					35,000
AVUSD						0
Town - Measure I						0
<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 Impact	FY17-18	FY18-19	FY19-20	FY20-21	FY21-22	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 2017-2018**

**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	FY17-18	FY18-19	FY19-20	FY20-21	FY21-22	5 Year Total
Architect Fees						0
Construction						0
Engineering Fees						0
Equipment						0
Inspection						0
Land Acquisition						0
Other Costs						0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Funding Sources	FY17-18	FY18-19	FY19-20	FY20-21	FY21-22	5 Year Total
Measure 1						0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Operating & Maintenance Budget Impact	FY17-18	FY18-19	FY19-20	FY20-21	FY21-22	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 2017-2018**

**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	FY17-18	FY18-19	FY19-20	FY20-21	FY21-22	5 Year Total
Architect Fees						0
Construction				35,791,000		35,791,000
Engineering Fees	1,200,000					1,200,000
Equipment						0
Inspection						0
Land Acquisition						0
Other Costs						0
<b>Total</b>	<b>1,200,000</b>	<b>0</b>	<b>0</b>	<b>35,791,000</b>	<b>0</b>	<b>36,991,000</b>

Funding Sources	FY17-18	FY18-19	FY19-20	FY20-21	FY21-22	5 Year Total
Measure I Local	137,640			4,105,228		4,242,868
HBP	1,062,360			31,685,772		32,748,132
<b>Total</b>	<b>1,200,000</b>	<b>0</b>	<b>0</b>	<b>35,791,000</b>	<b>0</b>	<b>36,991,000</b>

Operating & Maintenance Budget Impact	FY17-18	FY18-19	FY19-20	FY20-21	FY21-22	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 2017-2018**

**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	FY17-18	FY18-19	FY19-20	FY20-21	FY21-22	5 Year Total
Architect Fees						0
Construction						0
Engineering Fees						0
Equipment						0
Inspection						0
Land Acquisition						0
Other Costs						0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Funding Sources	FY17-18	FY18-19	FY19-20	FY20-21	FY21-22	5 Year Total
Local Transportation Fund						0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Operating & Maintenance Budget Impact	FY17-18	FY18-19	FY19-20	FY20-21	FY21-22	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 2017-2018**

**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	FY17-18	FY18-19	FY19-20	FY20-21	FY21-22	5 Year Total
Architect Fees						0
Construction	500,000					500,000
Engineering Fees						0
Equipment						0
Inspection						0
Land Acquisition						0
Other Costs						0
<b>Total</b>	<b>500,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>500,000</b>

Funding Sources	FY17-18	FY18-19	FY19-20	FY20-21	FY21-22	5 Year Total
Measure I Local	500,000					500,000
<b>Total</b>	<b>500,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>500,000</b>

Operating & Maintenance Budget Impact	FY17-18	FY18-19	FY19-20	FY20-21	FY21-22	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 2017-2018**

High Desert Corridor

Project #: 9390

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

**Previous Cost:** \$ -

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

**Department:** Engineering

**Location:** High Desert Corridor

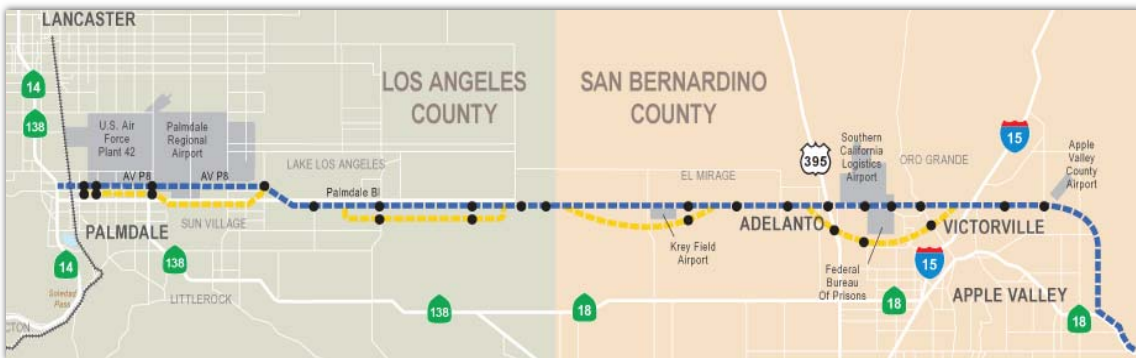
**Description:**

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	FY17-18	FY18-19	FY19-20	FY20-21	FY21-22	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	FY17-18	FY18-19	FY19-20	FY20-21	FY21-22	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	FY17-18	FY18-19	FY19-20	FY20-21	FY21-22	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 2017-2018**

**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	FY17-18	FY18-19	FY19-20	FY20-21	FY21-22	5 Year Total
Architect Fees						0
Construction		1,605,000	3,500,000			5,105,000
Engineering Fees	30,000					30,000
Equipment						0
Inspection		15,000	15,000			30,000
Land Acquisition						0
Other Costs						0
<b>Total</b>	<b>30,000</b>	<b>1,620,000</b>	<b>3,515,000</b>	<b>0</b>	<b>0</b>	<b>5,165,000</b>

Funding Sources	FY17-18	FY18-19	FY19-20	FY20-21	FY21-22	5 Year Total
Measure I Local	30,000	1,620,000	3,515,000			5,165,000
<b>Total</b>	<b>30,000</b>	<b>1,620,000</b>	<b>3,515,000</b>	<b>0</b>	<b>0</b>	<b>5,165,000</b>

Operating & Maintenance Budget Impact	FY17-18	FY18-19	FY19-20	FY20-21	FY21-22	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 2017-2018**

**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	FY17-18	FY18-19	FY19-20	FY20-21	FY21-22	5 Year Total
Engineering and Design						0
Other Costs						0
<b>Total</b>	0	0	0	0	0	0

Funding Sources	FY17-18	FY18-19	FY19-20	FY20-21	FY21-22	5 Year Total
Measure I						0
<b>Total</b>	0	0	0	0	0	0

Operating & Maintenance Budget Impact	FY17-18	FY18-19	FY19-20	FY20-21	FY21-22	5 Year Total
Operations						0
Maintenance						0
Capital Outlay						0
<b>Total</b>	0	0	0	0	0	0

**Town of Apple Valley  
Capital Improvement Project  
FY 2017-2018**

**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.

Description of Expenditures	FY17-18	FY18-19	FY19-20	FY20-21	FY21-22	5 Year Total
Preliminary Engineering and Design						0
Construction						0
Engineering Fees						0
Equipment						0
Inspection						0
Land Acquisition						0
Other Costs						0
<b>Total</b>	0	0	0	0	0	0
Funding Sources	FY17-18	FY18-19	FY19-20	FY20-21	FY21-22	5 Year Total
SCAG						0
<b>Total</b>	0	0	0	0	0	0
Operating & Maintenance Budget Impact	FY17-18	FY18-19	FY19-20	FY20-21	FY21-22	5 Year Total
Operations						0
Maintenance						0
Capital Outlay						0
<b>Total</b>	0	0	0	0	0	0

**Town of Apple Valley  
Capital Improvement Project  
FY 2017-2018**

**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	FY17-18	FY18-19	FY19-20	FY20-21	FY21-22	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	FY17-18	FY18-19	FY19-20	FY20-21	FY21-22	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	FY17-18	FY18-19	FY19-20	FY20-21	FY21-22	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 2017-2018**

**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-way.

Description of Expenditures	FY17-18	FY18-19	FY19-20	FY20-21	FY21-22	5 Year Total
Architect Fees						0
Construction						0
Engineering Fees						0
Equipment						0
Inspection						0
Land Acquisition						0
Other Costs						0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Funding Sources	FY17-18	FY18-19	FY19-20	FY20-21	FY21-22	5 Year Total
Measure I						0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Operating & Maintenance Budget Impact	FY17-18	FY18-19	FY19-20	FY20-21	FY21-22	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 2017-2018**

**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	FY17-18	FY18-19	FY19-20	FY20-21	FY21-22	5 Year Total
Architect Fees						0
Construction						0
Engineering Fees						0
Equipment						0
Inspection						0
Land Acquisition						0
Other Costs						0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Funding Sources	FY17-18	FY18-19	FY19-20	FY20-21	FY21-22	5 Year Total
Measure   Local						0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Operating & Maintenance Budget Impact	FY17-18	FY18-19	FY19-20	FY20-21	FY21-22	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 2017-2018**

**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	FY17-18	FY18-19	FY19-20	FY20-21	FY21-22	5 Year Total
Architect Fees						0
Construction						0
Engineering Fees						0
Equipment						0
Inspection						0
Land Acquisition						0
Other Costs						0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Funding Sources	FY17-18	FY18-19	FY19-20	FY20-21	FY21-22	5 Year Total
Measure 1						0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Operating & Maintenance Budget Impact	FY17-18	FY18-19	FY19-20	FY20-21	FY21-22	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 2017-2018**

**Standing Rock @ Hwy 18**

**Project #: 9564**

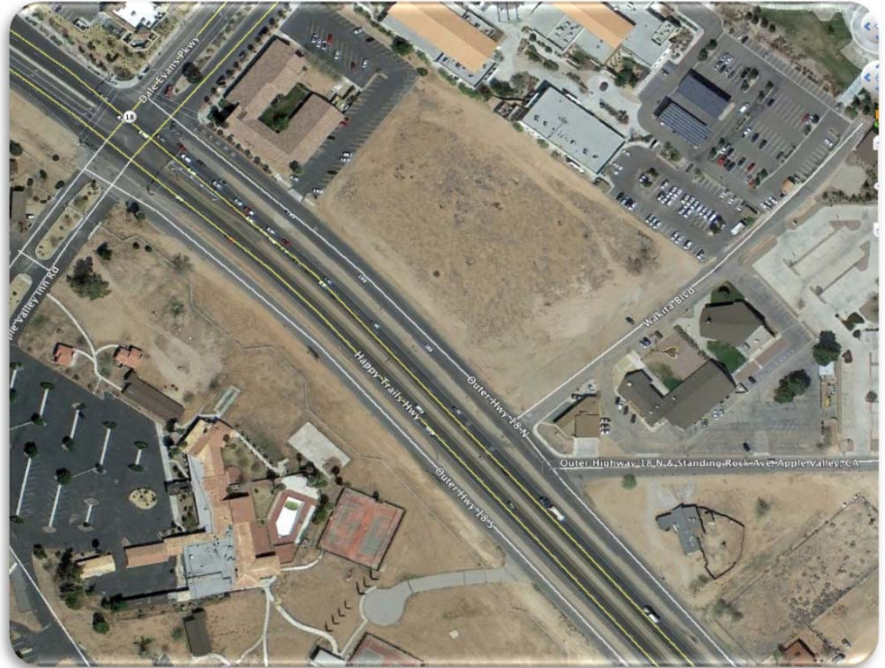
**Project Cost:** \$3,000,000

**Previous Cost:** \$ -

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

**Department:** Engineering

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



**Description:**

This projects 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	FY17-18	FY18-19	FY19-20	FY20-21	FY21-22	5 Year Total
Architect Fees						0
Construction		1,250,000	1,250,000			2,500,000
Engineering Fees	350,000					350,000
Equipment						0
Inspection						0
Land Acquisition						0
Other Costs						0
<b>Total</b>	<b>350,000</b>	<b>1,250,000</b>	<b>1,250,000</b>	<b>0</b>	<b>0</b>	<b>2,850,000</b>

Funding Sources	FY17-18	FY18-19	FY19-20	FY20-21	FY21-22	5 Year Total
Measure I Local	350,000	1,250,000	1,250,000			2,850,000
<b>Total</b>	<b>350,000</b>	<b>1,250,000</b>	<b>1,250,000</b>	<b>0</b>	<b>0</b>	<b>2,850,000</b>

Operating & Maintenance Budget Impact	FY17-18	FY18-19	FY19-20	FY20-21	FY21-22	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 2017-2018**

**Town wide Class II bikeway upgrade**

**Project #: 9572**

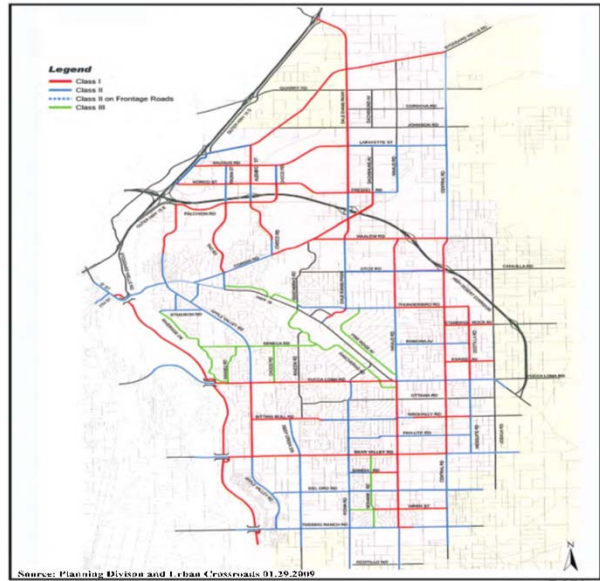
**Project Cost:** \$518,600

**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	FY17-18	FY18-19	FY19-20	FY20-21	FY21-22	5 Year Total
Architect Fees						0
Construction						0
Engineering Fees						0
Equipment						0
Inspection						0
Land Acquisition						0
Other Costs						0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Funding Sources	FY17-18	FY18-19	FY19-20	FY20-21	FY21-22	5 Year Total
HSIP						0
Measure I						0
TIF						0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Operating & Maintenance Budget Impact	FY17-18	FY18-19	FY19-20	FY20-21	FY21-22	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 2017-2018**

**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	FY17-18	FY18-19	FY19-20	FY20-21	FY21-22	5 Year Total
Architect Fees						0
Construction	200,000	200,000	200,000	200,000		800,000
Engineering Fees						0
Equipment						0
Inspection						0
Land Acquisition						0
Other Costs						0
<b>Total</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>0</b>	<b>800,000</b>

Funding Sources	FY17-18	FY18-19	FY19-20	FY20-21	FY21-22	5 Year Total
San Bernardino County	52,000	52,000	52,000	52,000		208,000
Measure I	148,000	148,000	148,000	148,000		592,000
<b>Total</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>0</b>	<b>800,000</b>

Operating & Maintenance Budget Impact	FY17-18	FY18-19	FY19-20	FY20-21	FY21-22	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 2017-2018**

**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 Rancherias Road to the new curb and gutter; construct ADA access ramps and restripe the existing crosswalks; construct two commercial concrete driveway approaches at the school entrances.

Description of Expenditures	FY17-18	FY18-19	FY19-20	FY20-21	FY21-22	5 Year Total
Architect Fees						0
Construction						0
Engineering Fees						0
Equipment						0
Inspection						0
Land Acquisition						0
Other Costs						0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Funding Sources	FY17-18	FY18-19	FY19-20	FY20-21	FY21-22	5 Year Total
Measure I						0
SRTS						0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Operating & Maintenance Budget Impact	FY17-18	FY18-19	FY19-20	FY20-21	FY21-22	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 2017-2018**

**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 Road intersection and

Description of Expenditures	FY17-18	FY18-19	FY19-20	FY20-21	FY21-22	5 Year Total
Architect Fees						0
Construction	2,625,000					2,625,000
Engineering Fees						0
Equipment						0
Inspection						0
Land Acquisition						0
Other Costs						0
<b>Total</b>	<b>2,625,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,625,000</b>

Funding Sources	FY17-18	FY18-19	FY19-20	FY20-21	FY21-22	5 Year Total
Traffic Impact Fees	722,562					722,562
SAFETY-LU STP	187,500					187,500
Zone 4 Flood Control Funds	850,000					850,000
ATP-State Only	273,750					273,750
MLHP Funds	591,188					591,188
<b>Total</b>	<b>2,625,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,625,000</b>

Operating & Maintenance Budget Impact	FY17-18	FY18-19	FY19-20	FY20-21	FY21-22	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 2017-2018**

**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 Pkwy 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	FY17-18	FY18-19	FY19-20	FY20-21	FY21-22	5 Year Total
Architect Fees						0
Construction						0
Engineering Fees						0
Equipment						0
Inspection						0
Land Acquisition						0
Other Costs						0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Funding Sources	FY17-18	FY18-19	FY19-20	FY20-21	FY21-22	5 Year Total
Traffic Impact Fees						0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Operating & Maintenance Budget Impact	FY17-18	FY18-19	FY19-20	FY20-21	FY21-22	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 2017-2018**

**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	FY17-18	FY18-19	FY19-20	FY20-21	FY21-22	5 Year Total
Architect Fees						0
Construction						0
Engineering Fees						0
Equipment						0
Inspection						0
Land Acquisition						0
Other Costs						0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Funding Sources	FY17-18	FY18-19	FY19-20	FY20-21	FY21-22	5 Year Total
Wastewater Fund						0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Operating & Maintenance Budget Impact	FY17-18	FY18-19	FY19-20	FY20-21	FY21-22	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 2017-2018**

**Sewer Main Replacement , Various Locations**

**Project #: 9598-0000**

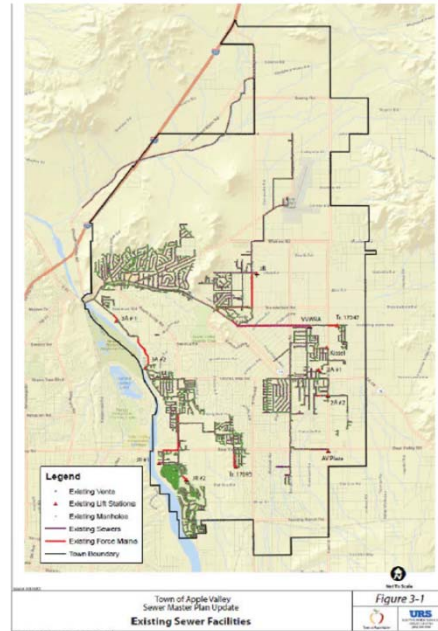
**Project Cost:** \$100,000

**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	FY17-18	FY18-19	FY19-20	FY20-21	FY21-22	5 Year Total
Architect Fees						0
Construction						0
Engineering Fees						0
Equipment						0
Inspection						0
Land Acquisition						0
Other Costs						0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Funding Sources	FY17-18	FY18-19	FY19-20	FY20-21	FY21-22	5 Year Total
Wastewater Fund						0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Operating & Maintenance Budget Impact	FY17-18	FY18-19	FY19-20	FY20-21	FY21-22	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 2017-2018**

**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	FY17-18	FY18-19	FY19-20	FY20-21	FY21-22	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	FY17-18	FY18-19	FY19-20	FY20-21	FY21-22	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	FY17-18	FY18-19	FY19-20	FY20-21	FY21-22	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 2017-2018**

**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	FY17-18	FY18-19	FY19-20	FY20-21	FY21-22	5 Year Total
Architect Fees						0
Construction						0
Engineering Fees						0
Equipment						0
Inspection						0
Land Acquisition						0
Other Costs						0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Funding Sources	FY17-18	FY18-19	FY19-20	FY20-21	FY21-22	5 Year Total
Measure I						0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Operating & Maintenance Budget Impact	FY17-18	FY18-19	FY19-20	FY20-21	FY21-22	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 2017-2018**

**Apple Valley Towne Center Signal Upgrade**

**Project #: 9597**

**Project Cost:** \$60,000

**Previous Cost:** \$ -

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

**Department:** Engineering

**Location:** Apple Valley



**Description:**

This project includes the design and construction of an upgraded traffic signal at the Apple Valley Towne Center's southern entrance which will provide a protected left turn for vehicles entering from eastbound Bear Valley Road.

Description of Expenditures	FY17-18	FY18-19	FY19-20	FY20-21	FY21-22	5 Year Total
Architect Fees						0
Construction	45,000					45,000
Engineering Fees	10,000					10,000
Equipment						0
Inspection	5,000					5,000
Land Acquisition						0
Other Costs						0
<b>Total</b>	<b>60,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>60,000</b>

Funding Sources	FY17-18	FY18-19	FY19-20	FY20-21	FY21-22	5 Year Total
TIF	60,000					60,000
<b>Total</b>	<b>60,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>60,000</b>

Operating & Maintenance Budget Impact	FY17-18	FY18-19	FY19-20	FY20-21	FY21-22	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 - \$0

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 2014-15	Actual Revenue 2015-16	Adopted Budget 2016-17	Estimated Revenue 2016-17	% of Budget Received	Proposed Budget 2017-18
	BEGINNING FUND BALANCE	805,295	508,394	502,291	502,291		106,291
4138	Assessment Revenue	241,301	203,563	205,000	205,000	100%	-
4255	Interest	1,883	5,766	4,000	4,000	100%	-
	Total Revenues	243,184	209,329	209,000	209,000	100%	-
Code	Expenditure Classification	Actual Expense 2014-15	Actual Expense 2015-16	Adopted Budget 2016-17	Estimated Expense 2016-17	% of Budget Expended	Proposed Budget 2017-18
7760	Hwy 18 Median Landscape Maintenance	26,994	27,898	175,000	175,000	100%	-
7935	Right of Way Maintenance	77	-	-	-		-
8940	Contract Svcss: (Adv.to PBID Assoc) O&M	488,650	154,500	400,000	400,000	100%	-
8948	County Sheriff: Security Services	21,054	30,789	30,000	30,000	100%	-
9416	Hwy 18 Median Landscape Project	3,310	2,244	-	-	#DIV/0!	-
	Total Expenditures	540,086	215,432	605,000	605,000		-
	ENDING FUND BALANCE	508,394	502,291	106,291	106,291		106,291



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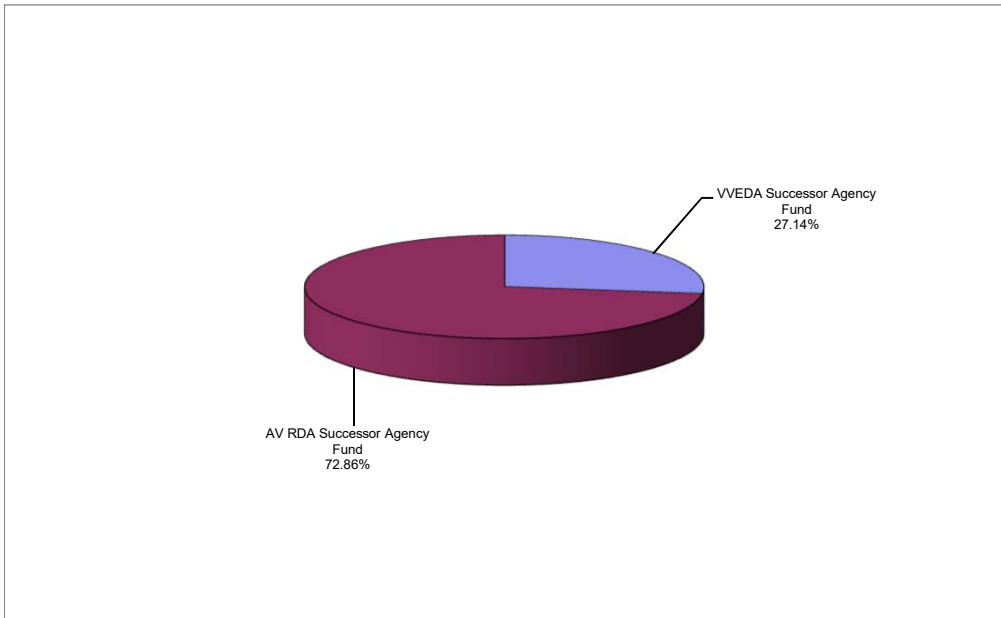


Town of Apple Valley



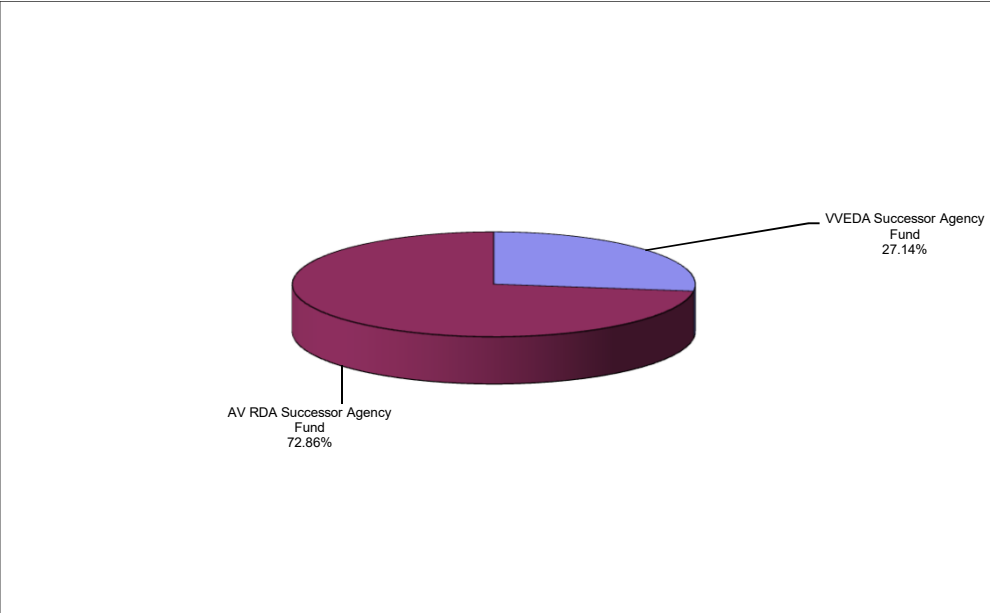
## 2017/18 Successor Agency - RDA Revenue

VVEDA Successor Agency Fund	1,063,251
AV RDA Successor Agency Fund	2,854,401
Total-RDA Revenue	<u><u>3,917,652</u></u>



# 2017/18 Successor Agency - RDA Expenditures

VVEDA Successor Agency Fund	1,063,251
AV RDA Successor Agency Fund	2,854,401
Total-RDA Expenditures	<u><u>3,917,652</u></u>



# VVEDA REDEVELOPMENT OBLIGATION RETIREMENT FUND

TOTAL BUDGET - \$1,063,251

VVEDA REDEVELOPMENT OBLIGATION RETIREMENT FUND 2725-4710							
Code	Revenue Classification	Actual Revenue 2014-15	Actual Revenue 2015-16	Amended Budget 2016-17	Estimated Revenue 2016-17	% of Budget Received	Proposed Budget 2017-18
	BEGINNING FUND BALANCE	3,066,590	2,261,213	1,838,437	1,838,437		1,830,637
4131	Pass Thru - PA#1	334,336	724,336	1,137,499	1,137,499		1,063,251
4255	Interest Earnings	0	10,282	-	-		-
	<b>Total Revenues</b>	<b>334,336</b>	<b>734,618</b>	<b>1,137,499</b>	<b>1,137,499</b>	<b>-</b>	<b>1,063,251</b>
Code	Expenditure Classification	Actual Expense 2014-15	Actual Expense 2015-16	Amended Budget 2016-17	Estimated Expense 2016-17	% of Budget Expended	Proposed Budget 2017-18
	<b>Personnel Services</b>						
7010	Salaries & Wages	51,259	59,204	56,967	56,967	100.0%	-
7020	Wages Part-Time	-	-	-	-		-
7110	Cafeteria Benefits	5,630	5,743	5,626	5,626	100.0%	-
7120	Deferred Comp	1,520	1,679	1,709	1,709	100.0%	-
7140	RHS	-	283	285	285	100.0%	-
7150	Medicare	740	850	826	826	100.0%	-
7160	PERS	12,234	18,785	14,531	14,531	100.0%	-
	<b>Total Personnel</b>	<b>71,384</b>	<b>86,545</b>	<b>79,944</b>	<b>79,944</b>		<b>0</b>
	<b>Operations &amp; Maintenance</b>						
7229	Education & Training	-	-	-	-	0.0%	-
7241	Meetings & Conferences	29	-	-	-	0.0%	-
7253	Mileage	-	-	-	-	0.0%	-
7265	Office Supplies	9	-	-	-	0.0%	-
7271	Postage	-	-	-	-	0.0%	-
7277	Printing	-	-	-	-	0.0%	-
7289	Subscriptions	-	-	-	-	0.0%	-
7340	Pass Through - County DDR Paymer	-	-	-	-	0.0%	-
7470	HELP Debt Service	-	-	-	-	0.0%	-
8916	Audit	-	-	-	-	0.0%	-
8940	Contract Services	7,649	5,800	5,800	7,800	134.5%	7,800
8972-0402	Legal - BB & K	1,680	6,377	-	-	0.0%	-
9870	Loan to 80% for ERAF	-	-	-	-	0.0%	-
	<b>Total Operations &amp; Maint</b>	<b>9,367</b>	<b>12,177</b>	<b>5,800</b>	<b>7,800</b>		<b>7,800</b>
	<b>Debt Service</b>						
9840	Principal	375,000	390,000	405,000	405,000	100.0%	420,000
9860	Interest	683,963	668,673	652,555	652,555	100.0%	635,451
	<b>Total Debt Service</b>	<b>1,058,963</b>	<b>1,058,673</b>	<b>1,057,555</b>	<b>1,057,555</b>		<b>1,055,451</b>
	<b>Total Expenditures</b>	<b>1,139,713</b>	<b>1,157,395</b>	<b>1,143,299</b>	<b>1,145,299</b>		<b>1,063,251</b>
	ENDING FUND BALANCE	2,261,213	1,838,437	1,832,637	1,830,637	-	1,830,637

<u>Personnel Schedule</u>	<u>Actual 2014-15</u>	<u>Actual 2015-16</u>	<u>Actual 2016-17</u>	<u>Proposed 2017-18</u>
<b>Full Time:</b>				
Economic Development Manager	0.50	0.50	0.50	0.00
<b>Total FTE's:</b>	<b>0.50</b>	<b>0.50</b>	<b>0.50</b>	<b>0.00</b>

## REDEVELOPMENT OBLIGATION RETIREMENT FUND

TOTAL BUDGET - \$2,854,401

REDEVELOPMENT OBLIGATION RETIREMENT FUND PA #2 2730-4710							
Code	Revenue Classification	Actual Revenue 2014-15	Actual Revenue 2015-16	Amended Budget 2016-17	Estimated Revenue 2016-17	% of Budget Received	Proposed Budget 2017-18
BEGINNING FUND BALANCE		14,370,012	3,789,485	634,681	634,681		634,681
4065	Increment PA #2	2,681,048	2,925,618	3,101,042	3,101,042		2,854,401
4181	Refunds, Reimb, Rebates	3,734	3,734	-	-		-
4255	Interest Earnings	180	-	-	-		-
Total Revenues		2,684,962	2,929,352	3,101,042	3,101,042		2,854,401
Code	Expenditure Classification	Actual Expense 2014-15	Actual Expense 2015-16	Amended Budget 2016-17	Estimated Expense 2016-17	% of Budget Expended	Proposed Budget 2017-18
Personnel Services							
7010	Salaries & Wages	81,530	131,008	129,163	129,163	100.0%	169,293
7110	Cafeteria Benefits	8,007	11,000	10,983	10,983	100.0%	14,499
7120	Deferred Comp	3,088	5,103	4,608	4,608	100.0%	5,820
7140	RHS	-	619	639	639	100.0%	839
7150	Medicare	1,185	1,908	1,896	1,896	100.0%	2,478
7160	PERS	18,434	37,839	29,784	29,784	100.0%	42,043
7165	Auto Allowance	-	-	-	-		1,570
7160	Direct Housing Loan Costs	-	-	-	-	0.0%	-
Total Personnel		112,244	187,478	177,073	177,073		236,542
Operations & Maintenance							
7229	Education & Training	-	-	-	-	0.0%	-
7241	Meetings & Conferences	3,144	2,236	-	-	0.0%	3,000
7253	Mileage	824	1,578	5,700	5,700	100.0%	-
7265	Office Supplies	9	-	-	-	0.0%	-
7271	Postage	-	-	-	-	0.0%	-
7277	Printing	-	-	-	-	0.0%	-
7340	Pass Through Agreements	-	-	-	-	0.0%	-
7470	HELP Debt Service	-	-	-	-	0.0%	-
8916	Audit	-	-	-	-	0.0%	-
8940	Contract Services	2,686	3,548	3,500	3,500	100.0%	10,458
8972-0402	Legal-BB & K	1,680	6,452	-	-	0.0%	-
9870	Loan to 80% for ERAF	-	-	528,819	528,819	100.0%	218,051
Total Operations & Maint		8,343	13,813	538,019	538,019		231,509
Debt Service & Capital Projects							
9840	Principal	790,000	840,000	880,000	880,000	100.0%	920,000
9860	Interest	1,589,175	1,554,276	1,505,950	1,505,950	100.0%	1,466,350
9588	Yucca Loma Bridge Construction	177,548	148,404	-	-	0.0%	-
9590	Yucca Loma Road Undergrounding	-	-	-	-	0.0%	-
9999-4410	Transfer to Fund 4410	10,588,179	3,340,185	-	-	0.0%	-
Total Debt Service & Capital Projects		13,144,902	5,882,864	2,385,950	2,385,950		2,386,350
Total Expenditures		13,265,489	6,084,156	3,101,042	3,101,042		2,854,401
ENDING FUND BALANCE		3,789,485	634,681	634,681	634,681		634,681

Code	Expenditure Classification	Actual Expense 2014-15	Actual Expense 2015-16	Amended Budget 2016-17	Estimated Expense 2016-17	% of Budget Expended	Proposed Budget 2017-18
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	Actual 2014-15	Actual 2015-16	Actual 2016-17	Proposed 2017-18
<b><u>Personnel Schedule</u></b>				
<b>Full Time:</b>				
Town Manager	0.00	0.06	0.06	0.06
Assistant Town Manager	0.00	0.10	0.10	0.10
Town Clerk	0.00	0.04	0.04	0.04
Economic Development Manager	0.50	0.50	0.50	1.00
Assistant Finance Director	0.00	0.12	0.12	0.12
Senior Accountant	0.00	0.02	0.02	0.02
Accountant I	0.00	0.08	0.08	0.08
HR Payroll Coordinator	0.00	0.02	0.02	0.02
Executive Secretary	0.00	0.02	0.02	0.02
<b>Total FTE's:</b>	<b>0.50</b>	<b>0.96</b>	<b>0.96</b>	<b>1.46</b>

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Town of Apple Valley

**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>
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%
2016	4,892,602,092	133,605,042	84,690,200	5,110,897,334	1.00000%

Source: HdL Coren & Cone, San Bernardino County Assessor 2015/2016 Combined Tax Rolls

# TOWN OF APPLE VALLEY, CALIFORNIA

## DEMOGRAPHICS

Fiscal Year 2017 - 2018

### 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	74,701
Average Household Income	\$62,760
Average Household Size	2.91
Number of Full-Time Employees	96

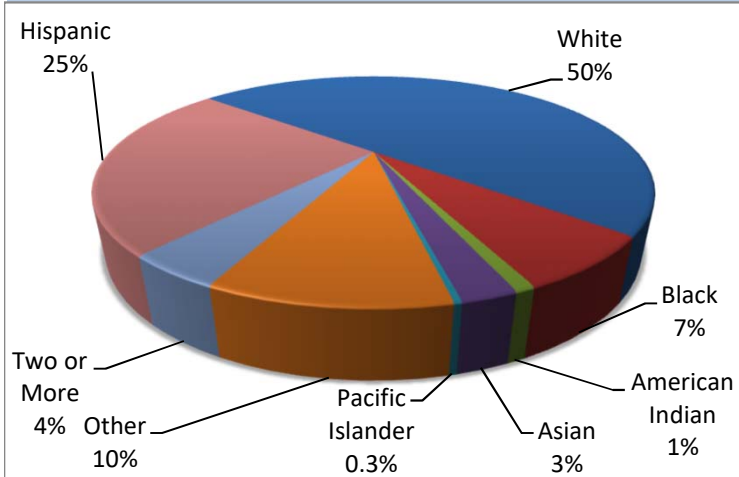
### Fire Protection

Number of Fire Stations	7
Number of Sworn F/T Fire Fighters	32
Number of Paid Call Fire Fighters	15
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

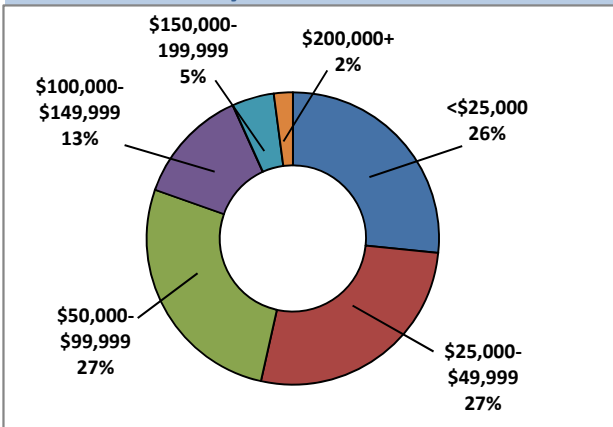
### Outdoor Recreation Facilities

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



### 2016 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

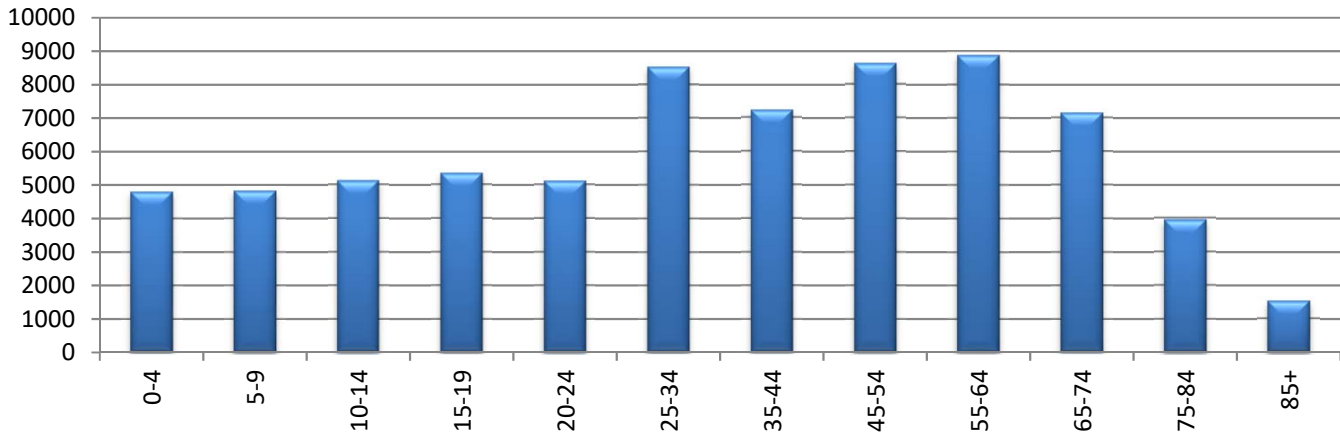


# TOWN OF APPLE VALLEY, CALIFORNIA

## DEMOGRAPHICS

Fiscal Year 2017 - 2018

### Population by Age



### 2016 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

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Town of Apple Valley