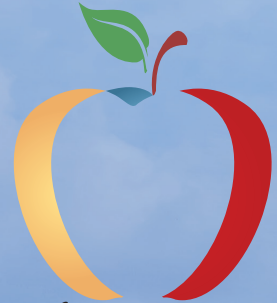
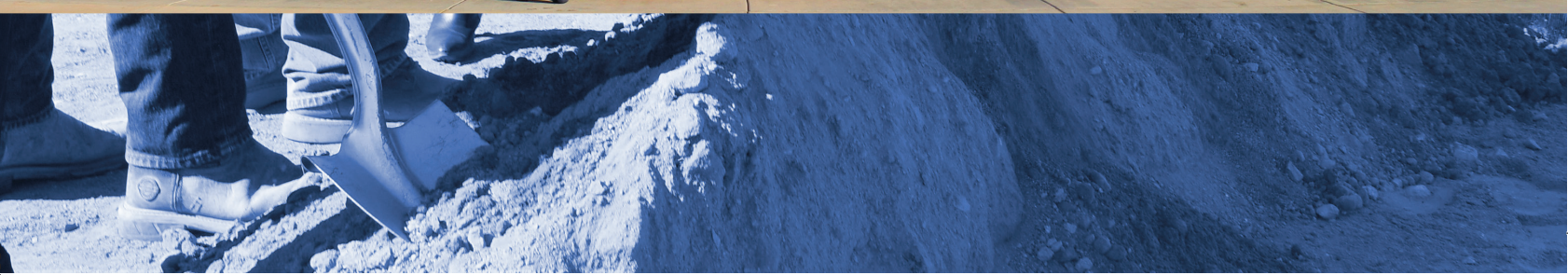


ADOPTED BUDGET



Town of
Apple Valley
California





Town of Apple Valley
Fiscal Year 2020-21 Adopted Budget
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Town of Apple Valley

Listing of Public Officials

Town Council

Scott Nassif
Mayor

Curt Emick
Mayor Pro-Tem



Art Bishop
Councilmember

Larry Cusack
Councilmember

A Better Way of Life

Kari Leon
Councilmember

Town Staff

Douglas B. Robertson
Town Manager

Thomas Rice, *Town Attorney*

Lori Lamson, *Assistant Town Manager*

Sydney Harris, *Director of Finance*

LaVonda Pearson, *CMC, Town Clerk/Director of Government Services*

Brad Miller, *Town Engineer*

Captain Jason Cunningham, *Chief of Police*

Gina Whiteside, *Director of Animal Services*

Orlando Acevedo, *Director of Business Development and Communication*

TOWN MANAGER'S BUDGET MESSAGE



June 23, 2020

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

Year after year the Town strives to enhance the budget process and aims to increase its transparency to make our Town's budget a more inclusive document. This year has proven to be not only an unprecedented year, but a true test of our budget tools. After several years of preparation, one of the Town's biggest priorities, Town ownership of water service, would have likely been decided last mid-fiscal year. With the global impacts of the pandemic and our economic shut down for a short time this spring, we find ourselves concluding the fiscal year with the trial ending just this past June and a final decision still pending. Not only has the Town survived the costly expense of such a trial this fiscal year but with the added weight of unpredictable revenues due to our business closures, this budget includes some assumptions as to the expected decline in revenue but will likely need some adjustment at mid-year when more of the true impacts become known. The Town's management team and staff have put together an operating and capital expenditure plan that addresses the Town Council's Vision 20/20 priorities within the existing financial constraints. This year the Town is presenting a bare bones budget that reflects the necessary spending to continue to provide a high level of service to the community. I look forward to what will hopefully be a transformational year for the Town, as we await the judge's decision on the ownership of the water enterprise.

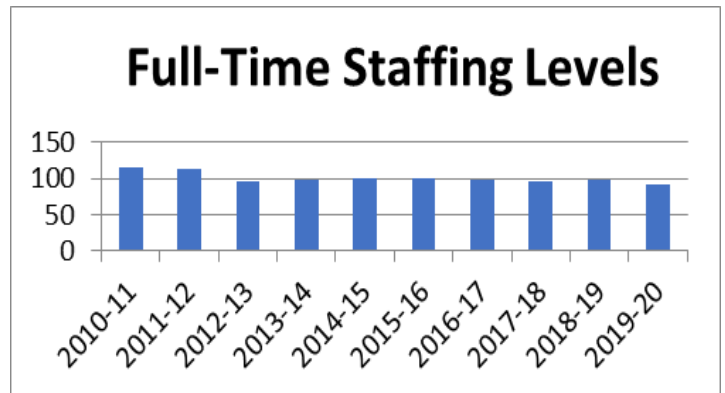
The Town and the region continue to enjoy modest growth in revenues but suffer from cost increases which outpace revenue growth. This is especially true in the public safety sector where costs increased over 4.8% for the same level of service. Because this service represents approximately half of the Town's General Fund, other service areas have had to cut and may potentially be subject to additional cuts at mid-year in order to maintain the same level of public safety.

The objectives used in developing the adopted budget were an attempt to submit a balanced budget to the Town Council which continued to address the Council's Vision 20/20 priorities; to maintain high levels of service to the community; to be prudent and realistic in estimating revenues and to support a Capital Improvement Program focused both on capital maintenance and repair.

As a quick overview, here is the adopted budget as submitted for Fiscal Year 2020-21 for all funds:

ADOPTED BUDGET – ALL FUNDS				
Appropriations/ ALL FUNDS	Adopted	Adopted	Increase (Decrease)	
	FY 20-21	FY 19-20	Amount	Percent
Operating Budget	\$82,054,815	\$77,004,836	\$5,049,979	6.56%
Transfers Out	4,111,560	6,193,589	(2,082,029)	-33.62%
Capital Budget	<u>12,033,595</u>	<u>13,239,810</u>	<u>(1,206,215)</u>	<u>-9.11%</u>
Total	<u>\$98,199,970</u>	<u>\$96,438,235</u>	<u>\$1,761,735</u>	<u>1.83%</u>

Management Staff were directed to maintain or reduce 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

In April of 2012, the Town Council and staff developed and adopted Vision 20/20 as a strategic plan to outline the vision, mission and goals set for by the Town. The Town

had planned to engage the public to update our long-range vision, however, the pandemic prevented this from occurring. Plans are currently underway to begin to address the public in regard to the Town's new Vision statement later this fiscal year.

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.

BUDGET REPORTING AWARDS

The adopted budget document is in conformity with the award program requirements for the California Society of Municipal Finance Officer's (CSMFO) Operating Budget Excellence Award and the Government Finance Officers Association's (GFOA) Distinguished Budget Presentation Award. The Town has now received the Award for Distinguished Budget Presentation from the GFOA for the past six 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 FY2020-21 adopted 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 ADOPTED BUDGET

The total adopted FY2020-21 General Fund budget is \$35.9 million, an increase of \$489,623 compared to the adopted budget in FY2019-20. This increase in appropriations resulted from the Town's continuous 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 \$1,000,000 - \$2,000,000 on this effort finalize the impending trial over the course of the next fiscal year.

The following table is a General Fund summary of the total resources and funding requirements necessary for the adopted FY2020-21 General Fund budget:

General Fund Summary	
Estimated Revenues	\$ 28,815,647
Transfer In	<u>3,641,560</u>
Total Resources	\$ 32,457,207
Adopted Budget	<u>35,983,064</u>
Appropriated from Fund Balance	<u>\$ (3,525,857)</u>
<i>*Accounted for in the General Fund</i>	

A thorough review of the details of the adopted budget were presented to Council and discussed at length during Council's scheduled budget workshop.

The discussions at the budget workshop focused primarily on the proposed budget for the General Fund and the economic impacts to the revenues, urging the necessary budget decisions to maintain service levels and achieve a balanced budget in the next fiscal year that could not be obtained in the current fiscal year. Economic factors affecting preparation of the proposed budget were adjustment for and are summarized herein.

The Town has adopted financial policies to guide the preparation of the adopted budget and implementation of the financial plan throughout the year. The FY2020-21 adopted budget continues to institutionalize these policies and practices. During preparation of the adopted 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 and costs to acquire the local water provider. 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.

In the late spring, 2020 the Town experienced an economic shut down as directed by the state of California due to the national COVID-19 pandemic. As a result of the mandated business closures, several revenue sources for the General

Fund were impacted. Staff has continuously monitored the incoming funds and through forecasting measures has determined an overall decline of approximately 12% in revenues budgeted in the FY2020-21.

Too adjust for the expected decline in revenue, staff has developed a responsible spending plan has in every department. This adopted FY 2020-21 budget represents a forward-looking strategy to achieve a balanced budget in the next fiscal year.

FINANCIAL OUTLOOK

Although Apple Valley’s economy has suffered from impacts due to the national pandemic, it continues 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 utility costs, insurance premium costs and material costs. These cost pressures coupled with continued increases in the Sheriffs contract and eminent domain costs, increasing costs of operation in other areas, and the temporary forecasted decrease in revenues continues to underscore the importance of closely monitoring budgetary performance over the course of the fiscal year.

The Town will continue to adopt financial policies focused on protecting the long-term fiscal health of the community. As an example, 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 not be possible without 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 20-21:

Step 1 – Appropriations Limit for 19-20	\$ 40,785,881
Step 2 – Multiply the FY 19-20 Appropriation Limit by the cumulative growth factors for California Per Capita Income and Town’s Population	1.040826
Appropriations Limit FY 20-21	\$ 42,449,945

The estimated proceeds from general tax revenues in FY 20-21 equal \$19,928,000, which is \$22,521,945 or 46.94% under the limit.

SUMMARY

The FY 2020-2021 Budget reflects Town Council priorities as determined in the Vision 20/20 Plan as reviewed on an annual basis. (Public engagement on a new Vision Plan has been postponed until after we are able to have the public engage in-person.) It was developed using the combined expertise of management team with input from the public and Town Council at open, public meetings. Compared to previous years, it is lean but responsive to the needs of our community. It recognizes public safety as the top priority for our organization and emphasizes our ongoing efforts of roadway surface improvements.

Although it was a difficult budget season, the resulting financial plan is responsible and maintains those quality of life efforts but also compromises such efforts with costs by actions such as allowing our public pool to remain open to all residents with award winning summer programs, concerts, and recreational activities, but closing in off peak seasons to avoid additional maintenance expenses. As a word of caution, if costs continue to increase at a pace greater than revenue growth, and the economic impacts due to the national pandemic continue on, the Town will need to consider revenue enhancements, such as a sales tax measure, if it is to continue to offer or expand this high level of service to its residents.

ACKNOWLEDGEMENTS

The development of the annual budget under normal circumstances is a labor-intensive effort on a short time frame. This budget in particular was especially difficult due to the unknown impact of the COVID-19 pandemic. Ultimately, this budget may undergo significant change at mid-year as these impacts to revenues are continuously monitored and become known. I am especially proud of our new Director of Finance, Sydnie Harris, and her team in Finance who worked many long hours and long days to ensure this budget is balanced and accurate to the best of our knowledge at the time of adoption.

Respectfully submitted,



Douglas B. Robertson
Town Manager

ADOPTED OPERATING & CAPITAL BUDGET SUMMARY

The Fiscal Year 2020-21 Adopted Budget reflects the operating and capital spending plans for the General Fund, Special Revenue Funds, Capital Project Funds, Debt Service and Enterprise Funds. The total adopted budget for all funds is \$98.2 million, an increase of \$1.76 million or 1.83% compared to the adopted budget for FY 19-20. Table 1 illustrates these changes.

TABLE 1

ADOPTED BUDGET - ALL FUNDS					
Appropriations/ All Funds	Adopted FY 20-21	Adopted FY 19-20	Increase (Decrease)		Percent of Total
			Amount	Percent	
Operating Budget	\$ 82,054,815	\$ 77,004,836	\$ 5,049,979	6.56%	83.56%
Transfers Out	4,111,560	6,193,589	(2,082,029)	(33.62%)	4.19%
Capital Budget	12,033,595	13,239,810	(1,206,215)	(9.11%)	12.25%
Total	<u>\$ 98,199,970</u>	<u>\$ 96,438,235</u>	<u>\$ 1,761,735</u>	<u>1.83%</u>	<u>100.00%</u>

OPERATING BUDGET OVERVIEW

In comparison to the total adopted FY 20-21 budget, on an all funds basis the operating budget comprises 83.56% of the total budget. The following discussion will focus primarily on the operating budget. The adopted operating budget is \$82.1 million, an increase of \$1,929,516 or 2.41% compared to the amended budget in FY 19-20. Table 2 below illustrates the components and changes in the adopted operating budget as compared to the prior fiscal year's amended operating budget.

TABLE 2

OPERATING BUDGET- ALL FUNDS					
	Adopted FY 20-21	Amended FY 19-20	Increase (Decrease)		% of Total
			Amount	Percent	
Salaries/Benefits	\$10,748,432	\$10,210,634	\$537,798	5.27%	13.10%
General Operating	4,312,448	3,861,409	451,039	11.68%	5.26%
Community Dev	4,765,607	4,021,052	744,555	18.52%	5.81%
Building Maint	239,450	314,275	(74,825)	-23.81%	0.29%
Grounds Maint	409,350	392,678	16,672	4.25%	0.50%
PIO Events	53,000	49,500	3,500	7.07%	0.06%
Public Works	4,405,900	3,792,700	613,200	16.17%	5.37%
Culture/Recreation	189,806	196,396	(6,590)	-3.36%	0.23%
Contract & Prof	48,470,633	48,124,289	346,344	0.72%	59.07%
Vehicle & Equip	1,081,325	910,735	170,590	18.73%	1.32%
Capital Outlay	591,500	856,940	(265,440)	-30.98%	0.72%
Depreciation	2,143,668	1,960,244	183,424	9.36%	2.61%
Debt Service	4,643,696	5,434,447	(790,751)	14.55%	5.66%
	<u>\$82,054,815</u>	<u>\$80,125,299</u>	<u>\$1,929,516</u>	<u>2.41%</u>	<u>100.00%</u>

Salaries & Benefits: Personnel costs increased by \$537,798 or 5.27% in total. This increase is mainly due to staff annual step increases, pension cost increases, and adding 2 Maintenance Worker I positions to the Solid Waste Fund.

Maintenance & Operations (M&O): The maintenance and operations category include such things as: office supplies; office equipment; electricity, gas and water for all Town-owned property including parks, medians, street lights and traffic signals; principal and interest payments on outstanding Town debt. The adopted budget for maintenance and operations accounts is \$67.5 million, a net increase of \$1,303,144 or 2% compared to the FY 19-20 amended budget. The major components of the increase are:

- ❑ \$272,778 increase in general operating expenditures for general liability and workers compensation insurance and \$110,000 for a sewer work order management system.
- ❑ \$744,555 increase in the CDBG, Neighborhood Stabilization Program 3, Apple Valley Home, Victorville Home and Apple Valley CalHome, due to an increase in various rehabilitation grant program related expenditures.
- ❑ \$613,200 increase in Public Works expenditures primarily due to increase in sewer system maintenance & treatment and signal & right-of-way maintenance.
- ❑ Increase in contract and professional expenditures mainly due to \$904,109 increase in the County Sheriff contract; some of that increase was offset with a decrease in water acquisition legal fees.

Also, included in the M&O adopted budget is \$4,643,696 for debt service payments. The major components of this amount include the following (descriptions of the debt can be found in the “Financial Summaries” section of the adopted budget):

- ❑ \$3,184,662 for Tax Allocation Bonds (TABs).
- ❑ \$976,328 for 2017 Lease Revenue Bonds
- ❑ \$232,706 for 98-1 Sewer Bonds.
- ❑ \$250,000 Revolving Line of Credit Interest

Vehicles and Equipment/Capital Outlay: The adopted budget includes \$1,672,825 funding for vehicles and equipment and capital outlay, 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 \$1,081,325 in the adopted budget.

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

The remaining capital outlay costs of \$591,500 budgeted in the FY 20-21 adopted budget relate primarily to the following: \$448,500 PEG channel audio/visual System upgrade, \$15,000 for a lawnmower, \$25,000 for a wastewater lift station upgrade, and \$103,000 for the purchase of a new fairway mower and tee mower for the golf course.

The total adopted FY 20-21 General Fund estimated revenue is \$32.5 million, a decrease of \$3.0 million or 8.42% compared to adopted revenue estimates for FY 19-20. Table 3 illustrates the General Fund revenue sources that fund Town services.

TABLE 3

GENERAL FUND ESTIMATED REVENUES					
Revenue Source	Adopted FY 20-21	Adopted FY 19-20	Increase (Decrease)		Percent of Total
			Amount	Percent	
Local Taxes	\$ 23,286,150	\$ 22,377,650	\$908,500	4.06%	71.74%
Fines & Fees	262,000	251,000	11,000	4.38%	0.81%
Public Services	1,600,079	1,704,422	(104,343)	-6.12%	4.93%
Building & Safety Fees	1,077,250	1,061,600	15,650	1.47%	3.32%
Planning Fees	173,700	194,600	(20,900)	-10.74%	0.54%
Engineering Fees	90,000	90,150	(150)	-0.17%	0.28%
Parks and Recreation Fees	1,008,725	1,054,455	(45,730)	-4.34%	3.11%
Other Revenues	4,959,303	8,706,876	(3,747,573)	-43.04%	15.27%
Total	\$ 32,457,207	\$ 35,440,753	(\$2,983,546)	-8.42%	100.00%

Revenues: As a result of the COVID-19 pandemic, most General Fund revenue sources are projected to decrease, except for property tax, franchise fees, and a few smaller revenue sources. The revenue sources with the highest projected declines include sales tax revenues and recreation user fees. These revenues are projected to decline due to temporary business shutdowns and social distancing rules.

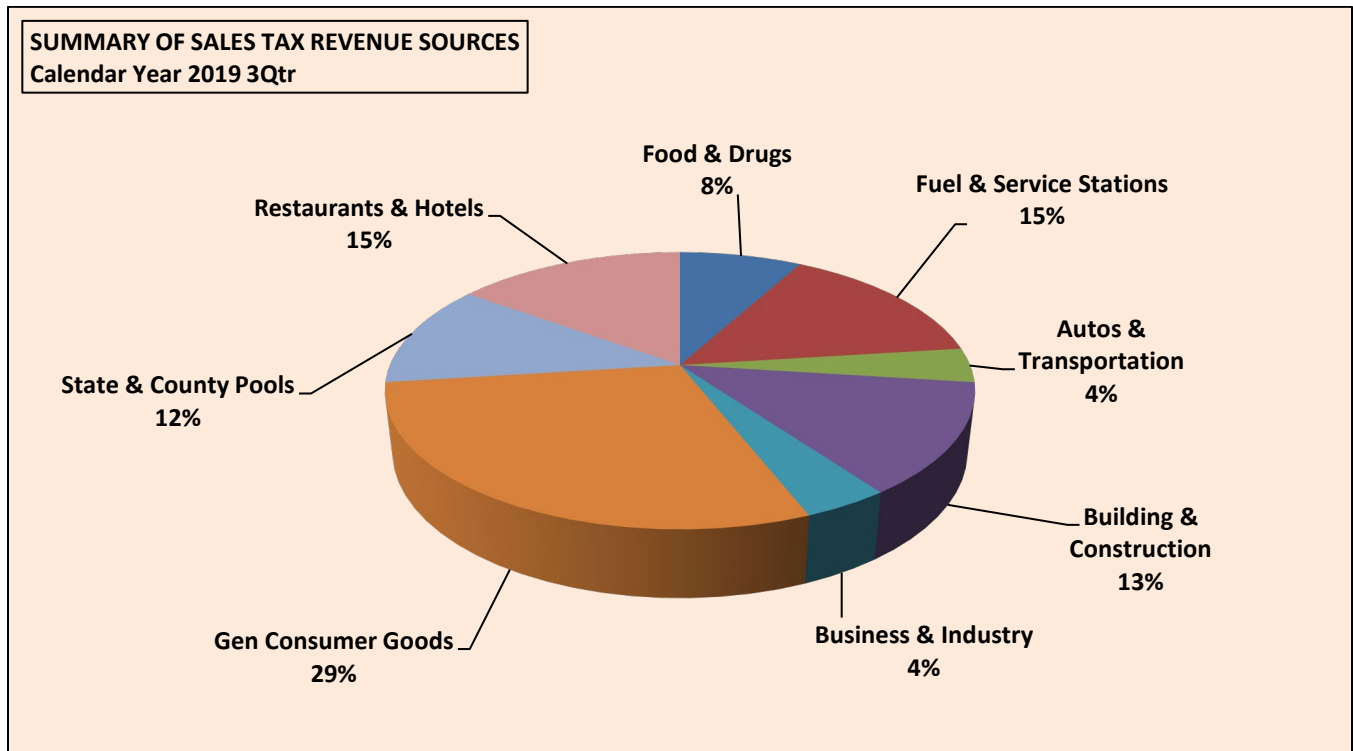
Property Tax is the single largest source of revenue for the Town. The FY 19-20 estimated revenue from property tax is \$12,304,000 or 36.87% of the total General Fund revenues including transfers in. This year, the estimated revenue from property tax is \$12,983,000, or 40.00% of the General Fund revenues, an increase of \$679,000 from the 19-20 fiscal year. This increase in revenue is primarily attributed to the continued growth in property values and new construction, which are anticipated to continue for FY 20-21. 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 few years, property values have begun to rise swiftly. The large increase in values have resulted in Prop. 8 recoveries or increases in assessed values at a rate above 2% up to the Prop. 13 limit, thereby increasing property tax revenue collections by the Town.

Sales & Use Tax represents the Town’s second largest revenue source estimated at \$5,400,000 or 16.18% of the total General Fund estimated revenues for FY 19-20 inclusive of transfers in. For the FY 20-21, the estimated amount represents an increase of \$500,000 or 9.26% compared to the revenue estimate for FY 19-20. Both fiscal years are estimated to decrease compared to the FY 18-19 actuals due to the COVID-19 pandemic. FY 19-20 is estimated to be lower than FY 20-21 due to an economic shut-down of non-essential business at the end of the fiscal year. We are estimating that FY 20-21 will be higher than FY 19-20 with the reopening of the economy.

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 and has a diverse group of businesses and retailers 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 within the last few years. With the COVID-19 pandemic, we are estimating a sharp decrease in FY 19-20 with the economic shut-down followed by a small increase in FY 20-21 as the economy starts to recover.

Graph 1 below illustrates the types of businesses and industries that generated sales tax revenues for the Town in calendar year 2019 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. The estimated VLF Swap revenue of \$7,655,000 is included in the total Property Tax revenue discussed in the previous page.

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 20-21, estimated revenue from all sources of Franchise Fees is \$3,169,950, which represents 9.77% of the total General Fund revenue including transfers in.

Contract payments for animal sheltering services with the County of San Bernardino represent the Town's fourth largest source of revenue. The FY 20-21 revenue estimate from this source is \$464,374, which represents 1.43% of the total General Fund revenues inclusive of transfers in. 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 adopted budget as a whole, the General Fund budget is compared to the entire budget covering all governmental funds. Table 4 illustrates this relationship.

TABLE 4

<u>Fund Types</u>	<u>Adopted</u>	<u>Adopted</u>	<u>Increase/(Decrease)</u>		<u>Percent of Total</u>
	<u>FY 20-21</u>	<u>FY 19-20</u>	<u>Amount</u>	<u>Percent</u>	
General Fund *	\$35,986,394	\$35,439,441	\$546,953	1.54%	64.97%
Special Revenue Funds *	17,637,528	10,667,309	6,970,219	65.34%	31.84%
Capital Projects Funds *	1,765,250	11,727,704	(9,962,454)	-84.95%	3.19%
Total Governmental Funds	<u>\$55,389,172</u>	<u>\$57,834,454</u>	<u>(\$2,445,282)</u>	<u>-4.23%</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

<u>OTHER GOVERNMENTAL FUNDS RESOURCES/APPROPRIATIONS</u>			
<u>Fund</u>	<u>Estimated Resources</u>	<u>Adopted Appropriations</u>	<u>Revenues Over (Under) Appropriations</u>
	<u>FY 20-21</u>	<u>FY 20-21</u>	
Gas Tax*	\$1,730,103	\$1,729,403	\$700
Road Maintenance Rehabilitation (SB1)	1,262,600	1,262,600	0
Article 3	335,392	335,392	0
Article 8	79,000	531,103	(452,103)
Measure I	6,828,141	8,029,250	(1,201,109)
Community Development Block Grant	1,453,605	1,453,605	0
NSP 3	311,000	281,000	30,000
Apple Valley Home	1,648,504	1,648,504	0
Victorville Home	1,483,989	1,483,989	0
Cal Home	30,000	80,000	(50,000)
Quimby	300,000	0	300,000
PEG Channel	165,000	448,500	(283,500)
Police Grants	20,782	20,782	0
Assessment District LL	320,000	333,400	(13,400)
Capital Projects Funds	1,016,000	1,765,250	(749,250)
Total Other Governmental Funds	<u>\$16,984,116</u>	<u>\$19,402,778</u>	<u>(\$2,418,662)</u>

** Includes transfers in and out*

CAPITAL IMPROVEMENT PROJECTS

The Town’s Seven-Year Capital Improvement Program (CIP) is listed within the “Capital Improvement Program” section of the adopted budget. This section provides comprehensive, detailed information on each of the capital projects that the Town plans to undertake in the coming fiscal year and beyond. Twenty-three capital improvement projects totaling \$12.0 million are adopted for funding in FY 20-21, a decrease of \$1.2 million or 9.2% than the adopted CIP in FY 19-20.

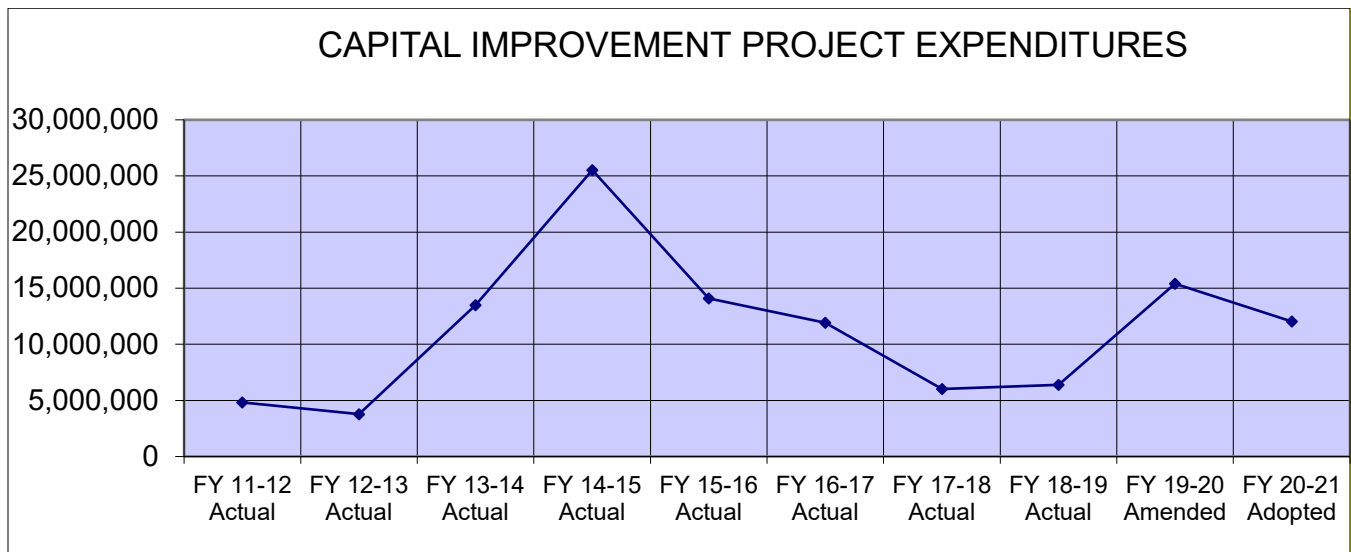
Table 6 is a summary of adopted projects by program category. Further detail of each CIP is included within the “Capital Improvement Program” section of this document.

TABLE 6

<u>CAPITAL IMPROVEMENT PROJECTS</u>	
<u>Program Category:</u>	<u>Adopted FY 20-21</u>
Preliminary Design	\$ 2,500
Full Design	907,000
Construction	11,124,095
Total	<u>\$ 12,033,595</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 \$111.7 million or an average of \$11.2 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 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 20-21 adopted budget.

TABLE 7

<u>ESTIMATED FUND BALANCES TO BE USED</u>	
<u>Fund</u>	<u>Amount</u>
General Fund	\$3,529,187
Article 8	452,103
Measure I	1,201,109
Cal Home	50,000
PEG Channel	283,500
Assessment District LL	13,400
Capital Improvement TIF Fund	181,650
Storm Drains	800,000
Wastewater	186,783
Waste Management	1,036,784
Total Use of Fund Balances	<u>\$ 7,734,516</u>

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

Redevelopment Agency (RDA): Information on the Successor Agency to the Town’s dissolved Redevelopment Agency may be found within the “RDA” section of this budget document. Although the RDA is a separate legal entity, the Town is considered the “sponsoring entity.” As such, the Town is responsible for administering all dissolution activities associated with the former RDA and receives some administrative fee revenues for those activities.

RESOLUTION NO. 2020-33

A 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 2020-21

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 have heretofore submitted to the Town Council a proposed budget for the Town for Fiscal Year 2020-21, as the same may have been revised by the Town Council, a copy of which is attached, and copies of which are in the possession of and in the office of the Town Clerk and the Director of Finance; and

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

WHEREAS, the appropriations limit for the Town for Fiscal Year 2020-21 is \$42,449,945 (Forty-Two Million Four Hundred Forty-Nine Thousand Nine Hundred Forty Five Dollars), and the total annual tax revenues subject to such limitation for Fiscal Year 2020-21 are estimated to be \$23,786,150; 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 2020-21.
- D. The Town Manager is authorized to transfer Operating Budget Appropriation Balances between functions and/or programs when he deems it necessary to do so.
- E. Budget system assumes existing service levels; Council approval will be required for any significant changes involving increased or decreased service levels.
- F. The Director of Finance shall be responsible for constant monitoring of the budget and shall establish and implement appropriate control mechanisms necessary for

said purpose, after approval of the Town Manager.

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

H. A deflator procedure, to be administered by the Town Manager, is hereby established for reducing appropriations in the event that projected revenues are reduced due to a reduction in the State subventions or other revenues that may fluctuate downward due to changes in economic conditions. For Fiscal Year 2020-21, 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 available up request for 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 2020-21 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 2020-21 Operating and Capital Improvement Budget programs are hereby adopted, establishing the following expenditure levels:

<u>DEPARTMENT</u>	<u>2020-21 PROPOSED BUDGET</u>
1. Town Council	\$ 219,917
2. Town Attorney	400,000
3. Town Manager	628,162
4. Finance	1,186,382
5. Town Clerk	598,753
6. Public Information	480,876
7. Human Resources	169,420
8. Information Systems	964,091
9. General Government	4,631,758
10. Public Facilities	1,674,564
11. Public Safety/Police	16,310,988
12. Emergency Preparedness	5,100
13. Animal Control Services	2,180,556
14. Code Enforcement	583,532
15. Building & Safety	676,214
16. Engineering Service	737,600
17. Planning Services	893,849
18. Economic Development	259,673
19. Parks & Recreation	3,384,959
20. Street Maintenance Fund (Gas Tax)	1,729,403

21. Road Maintenance Rehabilitation Fund (SB1)	1,262,600
22. Transportation Development Act (Article 3)	335,392
23. Local Transportation Fund (Article 8)	531,103
24. Measure I	8,029,250
25. CDBG	1,453,605
26. NSP3	281,000
27. Apple Valley Home	1,648,504
28. Victorville Home	1,483,989
29. Cal Home	80,000
30. PEG Channel Fund	448,500
31. Police Grants	20,782
32. Assessment District LL	333,400
33. PBID	530,000
34. Capital Improvement TIF Fund	825,250
35. Storm Drains	940,000
36. Wastewater Enterprise Fund	8,274,451
37. Waste Management Enterprise Fund	13,803,345
38. Apple Valley Golf Course	1,166,233
39. Apple Valley Choice Energy	15,464,946
40. Debt Service Funds	232,706
41. Successor Agency – RDA	<u>3,339,117</u>

TOTAL OPERATING & CAPITAL EXPENDITURES \$98,199,970

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

1. General Fund	\$ 36,080,413
2. Street Maintenance Fund (Gas Tax)	1,730,103
3. Road Maintenance Rehabilitation Fund (SB1)	1,262,600
4. Transportation Development Act (Article 3)	335,392
5. Local Transportation Fund (Article 8)	79,000
6. Measure I	6,828,141
7. CDBG	1,453,605
8. NSP3	311,000
9. Apple Valley Home	1,648,504
10. Victorville Home	1,483,989
11. Cal Home	30,000
12. Quimby	300,000
13. PEG Channel Fund	165,000
14. Police Grants	20,782
15. Assessment District LL	320,000
16. NAVISP	11,000
17. Capital Improvement TIF Fund	643,600
18. Animal Control Facilities	7,200
19. Law Enforcement Facilities	15,500
20. General Government Facilities	40,000


21. Public Meeting Facilities	27,500
22. Aquatic Facilities	9,200
23. Storm Drains	140,000
24. Sanitary Sewer Facilities	122,000
25. Wastewater Enterprise Fund	6,216,000
26. Waste Management Enterprise Fund	12,699,000
27. Apple Valley Golf Course	1,055,000
28. Apple Valley Choice Energy	16,489,000
29. PBID	220,000
30. Debt Service Funds	240,000
31. Successor Agency – RDA	<u>5,016,540</u>

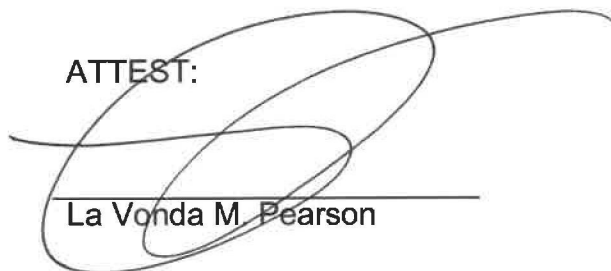
TOTAL OPERATION & CAPITAL REVENUES **\$95,000,069**

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 23rd day of June, 2020.


 Scott Nassif
 Mayor

ATTEST:

 La Vonda M. Pearson

RESOLUTION NO. 2020-34

**A RESOLUTION OF THE TOWN COUNCIL OF THE
TOWN OF APPLE VALLEY, CALIFORNIA,
ESTABLISHING THE FISCAL YEAR 2019-2020
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 Director of Finance 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 2020-2021 and such data and documentation has been available to the public for at least fifteen (15) days prior to adoption of this Resolution; and

WHEREAS, the Town of Apple Valley established its Fiscal Year 2019-2020 Appropriation Limit of \$40,785,881 (Forty Million, Seven Hundred Eighty-five Thousand, Eight Hundred Eighty-one 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 2020-2021 Appropriation Limit:

Per Capita Personal Income Change for Fiscal Year 2020-2021:	3.73%
Population Adjustment - January 1, 2020:	.34%

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 2020-2021 Appropriation Limit of the Town of Apple Valley to be \$42,449,945 (and said sum is hereby determined and established as the appropriation limit for the Town of Apple Valley for Fiscal Year 2020-2021).

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 9th day of June 2020.

A handwritten signature in black ink, appearing to read 'S. Nassif', written over a horizontal line.

Scott Nassif, Mayor

ATTEST:

La Vonda M-Pearson, Town Clerk



STATE OF CALIFORNIA

COUNTY OF SAN BERNARDINO

TOWN OF APPLE VALLEY

I, LA VONDA M-PEARSON, Town Clerk for the Town of Apple Valley, Apple Valley, California, do hereby certify that Resolution No. 2020-34, duly and regularly adopted by the Town Council at a meeting thereof held on the 23th day of June, 2020 by the following vote:

AYES: Council members, Bishop, Cusack, Leon, Mayor Pro-Tem Emick, Mayor Nassif.
NOES: None.
ABSTAIN: None.
ABSENT: None.

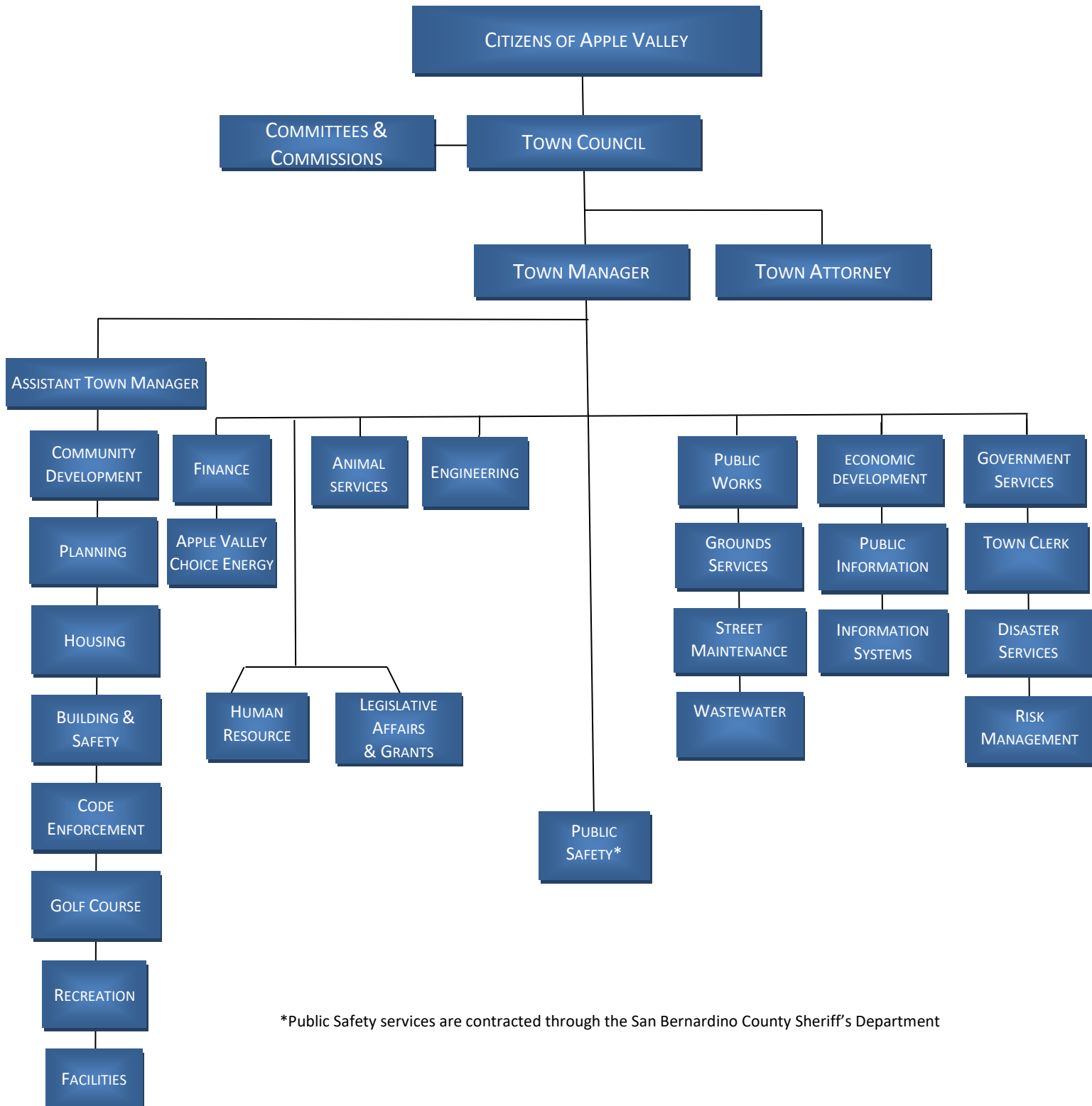
IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the Town of Apple Valley, California, this 23th day of June, 2020.

LA VONDA M-PEARSON, CMC
TOWN CLERK

By: 
Hannah Raleigh, Deputy Town Clerk

Town of Apple Valley ORGANIZATIONAL CHART

Fiscal Year 2020-2021



*Public Safety services are contracted through the San Bernardino County Sheriff's Department

A HISTORY OF APPLE VALLEY



Yucca Loma Ranch, circa 1920

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 74,724 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, a budget workshop public hearing is held in mid to late May or early June 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. It also includes an organizational chart; a brief history of the town; the town's budget vision, guide and process; and provides a 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); Proprietary Funds (Enterprise Funds); and lastly Trust/Agency Funds.

Financial Summaries: This section provides a variety of financial analysis 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; a description and budget figures for bonded debt obligations; and a summary of personnel changes by department.

Fund and Departmental Details: This section divides the document by fund type and department. It provides the reader with fund revenue narratives and historical trends, along with department expenditure trends. Under each department section, the reader will also find an organization chart; 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 and a multi-year personnel summary.

Capital Improvement Program: This section provides a schedule of the Seven-Year Capital Improvement Program and a schedule of the Capital Improvement Program by funding source. It also provides a detailed project sheet for each capital improvement project with the project description, funding sources, and the estimated cost.

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 revenues and expenditures for the District.

Supplemental Information: This is the final section of the budget document which includes miscellaneous statistics (such as history of assessed valuations and demographic); financial policies; a glossary of budget terms; and a listing of acronyms used throughout the budget document.

BUDGET PROCESS

The Town's budget process begins in January with kick-off meetings between the 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. 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 Seven-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 four 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 to the Town. Depreciation expense has also been included in the budgeting for the enterprise funds.

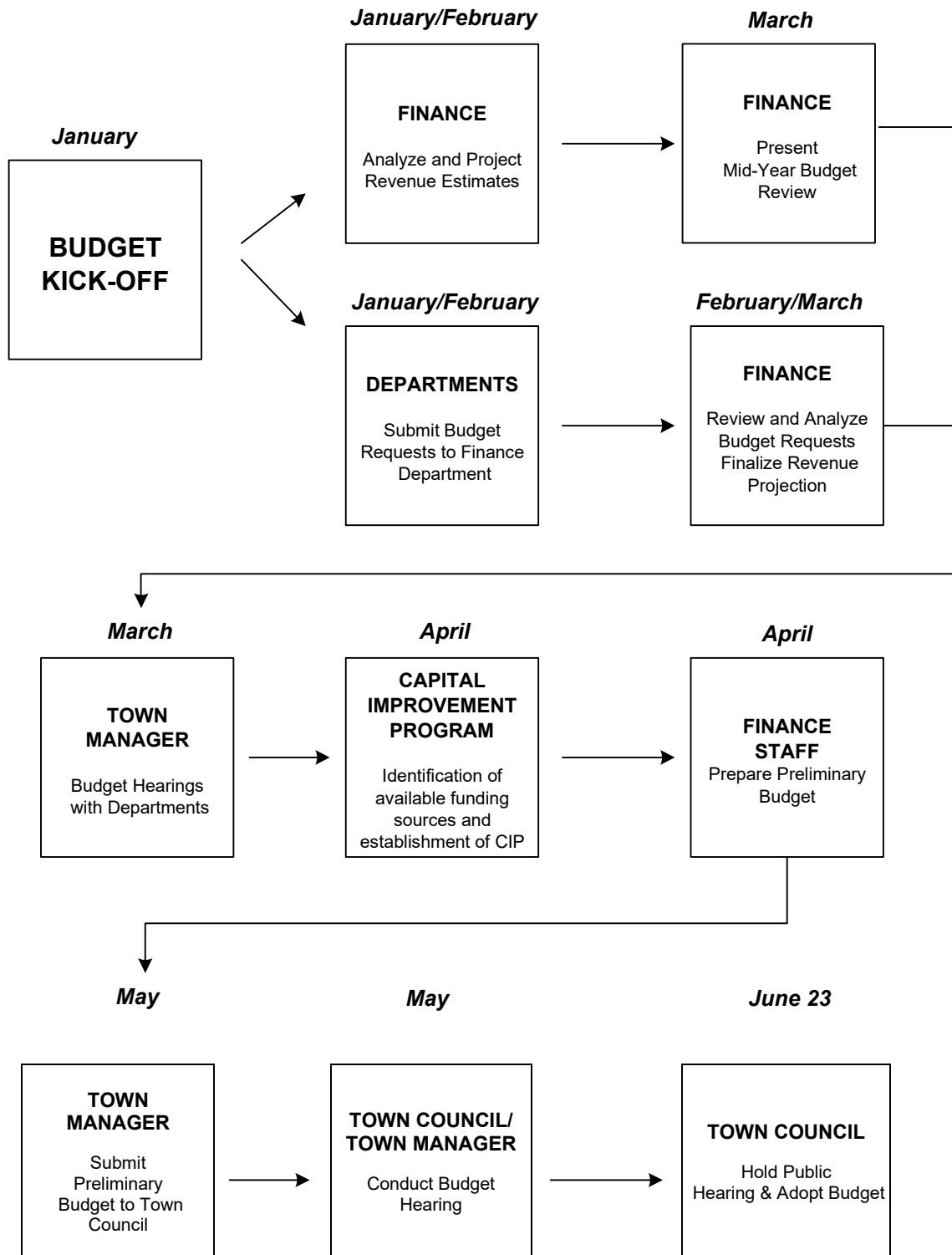
Basis of Accounting: The Town uses the modified accrual basis of accounting for governmental funds. Revenues are recorded when measurable and available to fund current expenditures. Expenditures are recorded when the services are substantially performed, or the goods have been received and the liabilities 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: 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 Flow Chart on the following page describes the Town's annual budget process.

FLOW CHART
FISCAL YEAR 2020-2021



DESCRIPTION OF FUNDS, FUND TYPES, & ACCOUNT CODES

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 including parks and recreation, 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.

ROAD MAINTENANCE AND REHABILITATION FUND (SB1) – 2011: This fund accounts for the receipts and expenditures of money apportioned by Senate Bill 1. SB1 monies are restricted in use and can only be used for local street maintenance and rehabilitation needs.

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.

DESCRIPTION OF FUNDS & FUND TYPES

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.

PEG CHANNEL FUND – 2530: PEG stands for Public, Education, and Government. This fund accounts for revenues received from cable franchisees at a rate of 1% of receipts, net of bad debts. The revenues from this fund are used to fund programming to help inform or educate the public regarding municipal operations and support the cost of any cable television or public access programming services.

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.

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.

2017 SITE AND FACILITY LEASE BONDS – 4108: This fund accounts for and reports financial resources for the payment of interest and principal on the lease that refunded the 2007 Town Hall Revenue Bonds. The budget for the payments was moved to the General Fund starting in fiscal year 2019-2020.

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.

DESCRIPTION OF FUNDS & FUND TYPES

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.

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.

ACCOUNT CODES

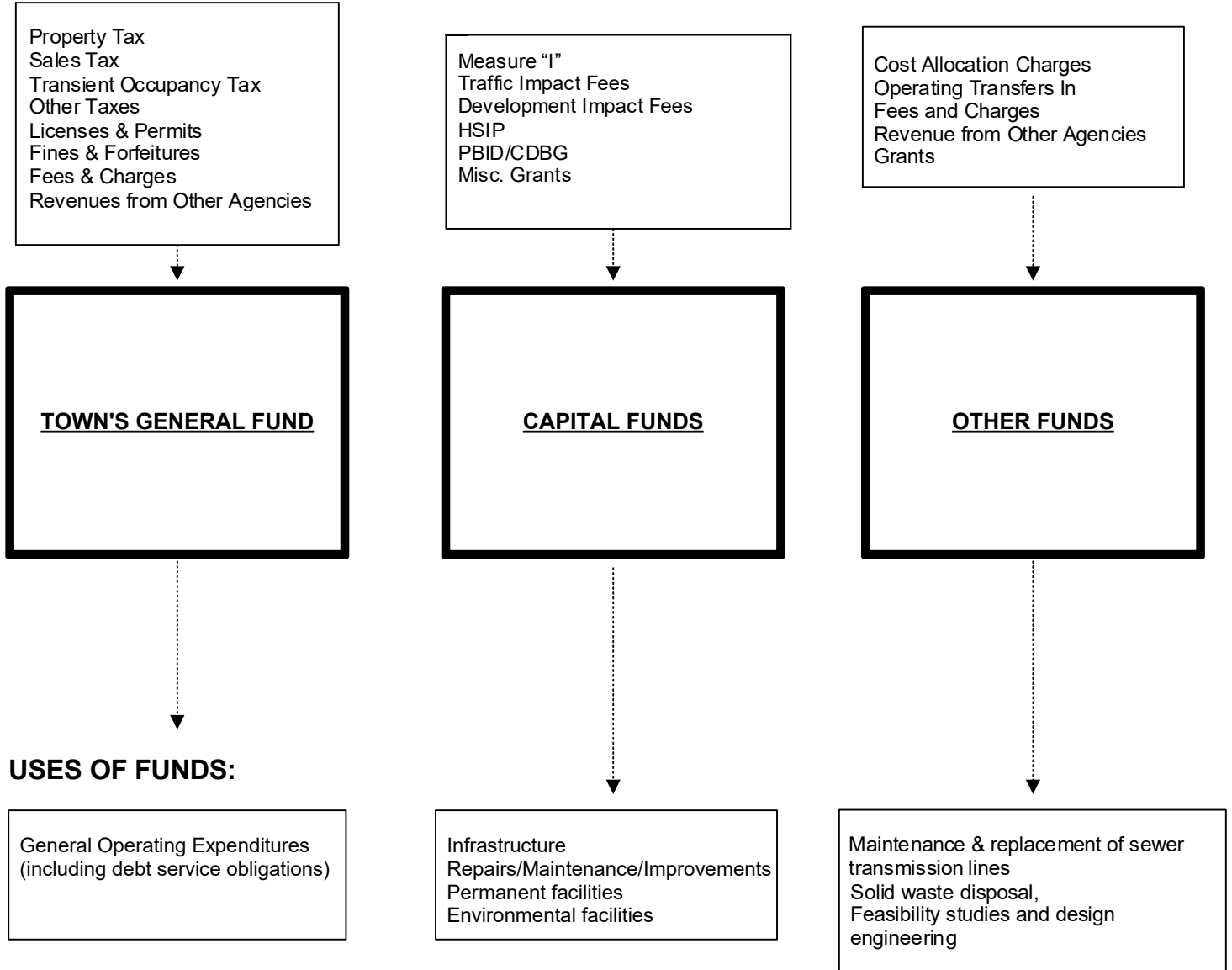
The budget worksheets contain codes that identify the fund, department or division, account type, and/or subfunction of each line within the Town's accounting system. The type of account can be a revenue or an expenditure and is classified with a description. A subfunction identifies if an account is a subaccount to a primary account. This additional subfunction coding helps to further identify transactions for specific projects. In the examples below you will see a revenue and expense account for a fund without a subaccount (a.) and with a subaccount (b.).

(a.) General Fund Revenue: 1001-0000-4020 Property Tax
General Fund Expense: 1001-1010-8940 Town Council – Contracted Services

(b.) Article 8 Fund Revenue: 2015-0000-4181-4951 Refund, Rebate, Reimbursement – Special Project
Article 8 Fund Expense: 2015-5210-9292-4951 Street Capital Projects – Bus Stop Imprv. - Special Project

THE TOWN'S FLOW OF FUNDS STRUCTURE

REVENUE SOURCES:



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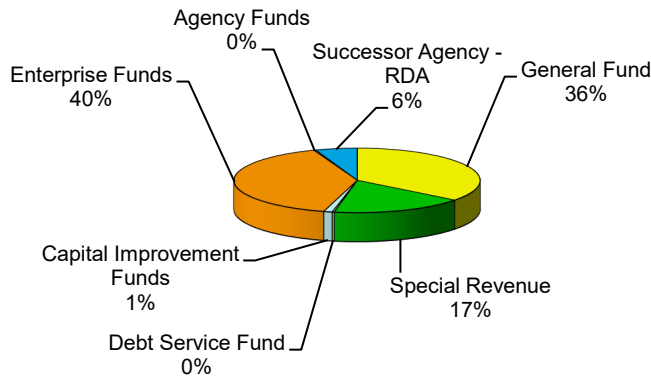
Town of Apple Valley

Town of Apple Valley

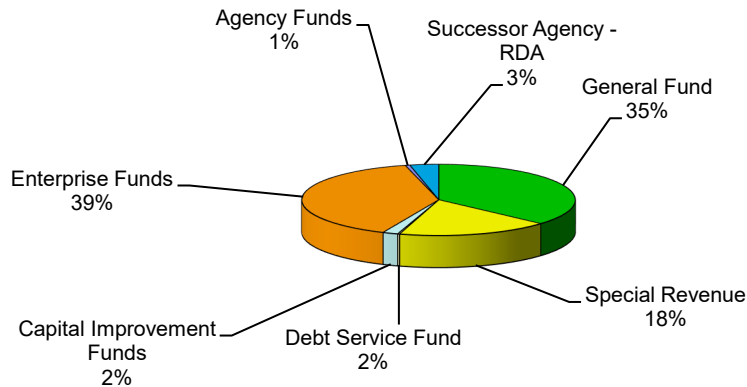
Fiscal Year 2020/2021- Summary of All Funds

Revenues:		Expenditures:	
General Fund	\$32,457,207	General Fund	\$35,986,394
Special Revenue	15,968,116	Special Revenue	17,637,528
Debt Service	240,000	Debt Service	232,706
Capital Improvement Funds	1,016,000	Capital Improvement Funds	1,765,250
Enterprise Funds	36,459,000	Enterprise Funds	38,708,975
Agency Funds	220,000	Agency Funds	530,000
Successor Agency - RDA	5,016,540	Successor Agency - RDA	3,339,117
Total Revenues	\$91,376,863	Total Expenditures	\$98,199,970

Revenues - All Funds

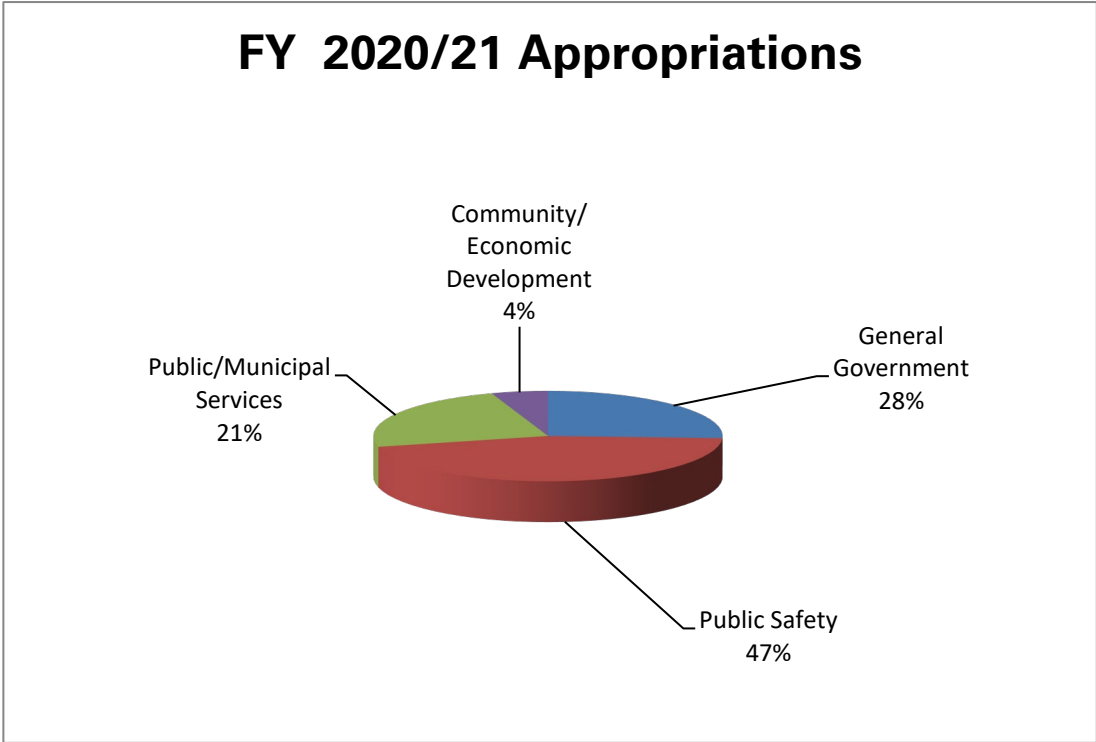


Expenditures - All Funds



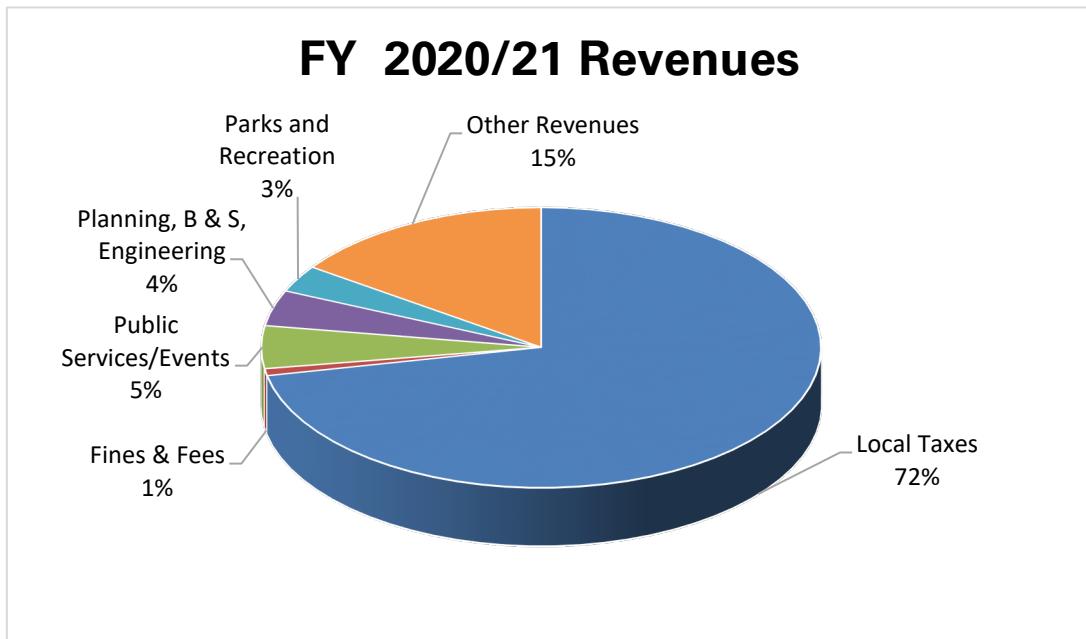
Town of Apple Valley - Appropriations
Fiscal Year 2020/21 - Summary of General Fund

FUNDS	APPROPRIATIONS
General Government	\$9,279,359
Public Safety	16,316,088
Public/Municipal Services	8,499,825
Community/Economic Development	1,891,122
Total Expenditures	\$35,986,394



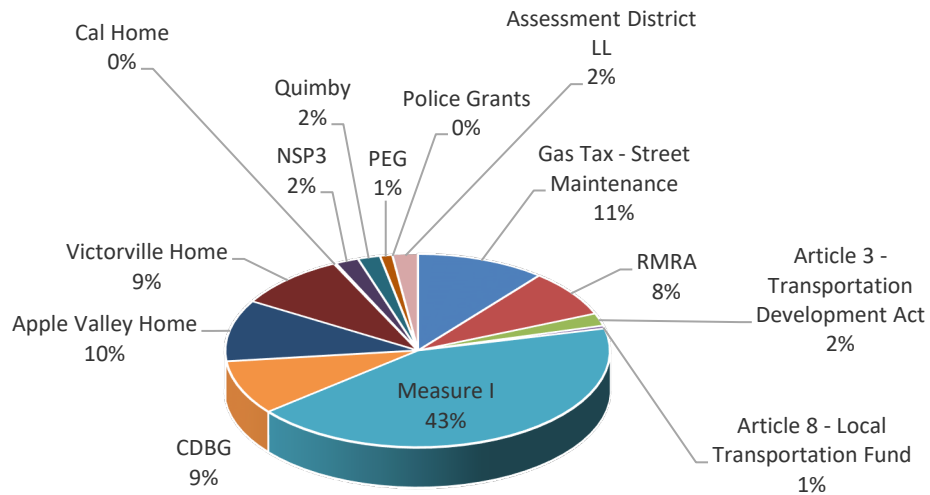
Town of Apple Valley - Budgeted Revenues
Fiscal Year 2020/21- Summary of General Fund

SOURCE	REVENUES
Local Taxes	\$23,286,150
Fines & Fees	262,000
Public Services/Events	1,600,079
Planning, B & S, Engineering	1,340,950
Parks and Recreation	1,008,725
Other Revenues	4,959,303
Total Revenues	\$32,457,207



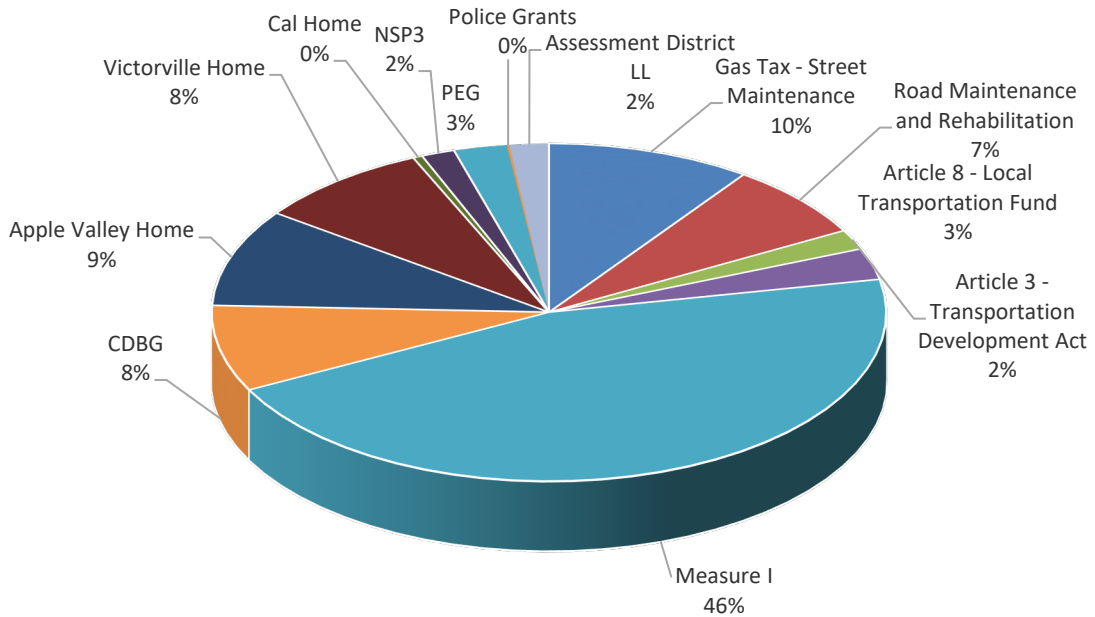
2020/21 Special Revenue Funds Revenue

Gas Tax - Street Maintenance	\$1,730,103
RMRA	1,262,600
Article 3 - Transportation Development Act	335,392
Article 8 - Local Transportation Fund	79,000
Measure I	6,828,141
CDBG	1,453,605
Apple Valley Home	1,648,504
Victorville Home	1,483,989
Cal Home	30,000
NSP3	311,000
Quimby	300,000
PEG	165,000
Police Grants	20,782
Assessment District LL	320,000
Total-Special Rev Funds Revenue	<u><u>\$15,968,116</u></u>



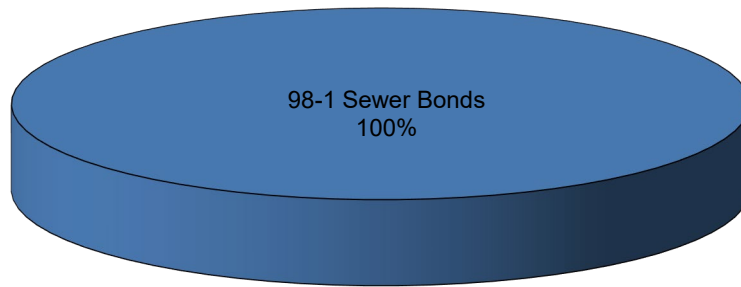
2020/21 Special Revenue Funds Expenditures

Gas Tax - Street Maintenance	\$ 1,729,403
Road Maintenance and Rehabilitation	1,262,600
Article 3 - Transportation Development Act	335,392
Article 8 - Local Transportation Fund	531,103
Measure I	8,029,250
CDBG	1,453,605
Apple Valley Home	1,648,504
Victorville Home	1,483,989
Cal Home	80,000
NSP3	281,000
PEG	448,500
Police Grants	20,782
Assessment District LL	333,400
Total-Special Rev Funds Expenditures	\$ 17,637,528



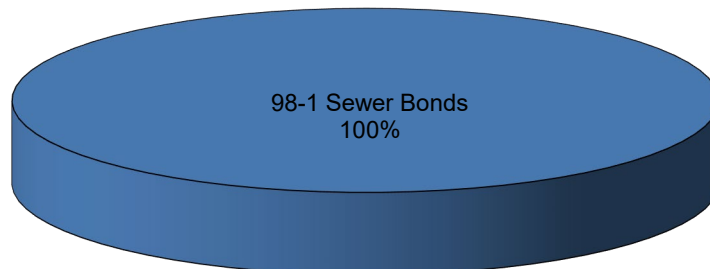
2020/21 Debt Service Funds Revenue

98-1 Sewer Bonds	\$ 240,000
Total Debt Service Funds Revenue	<u>\$ 240,000</u>



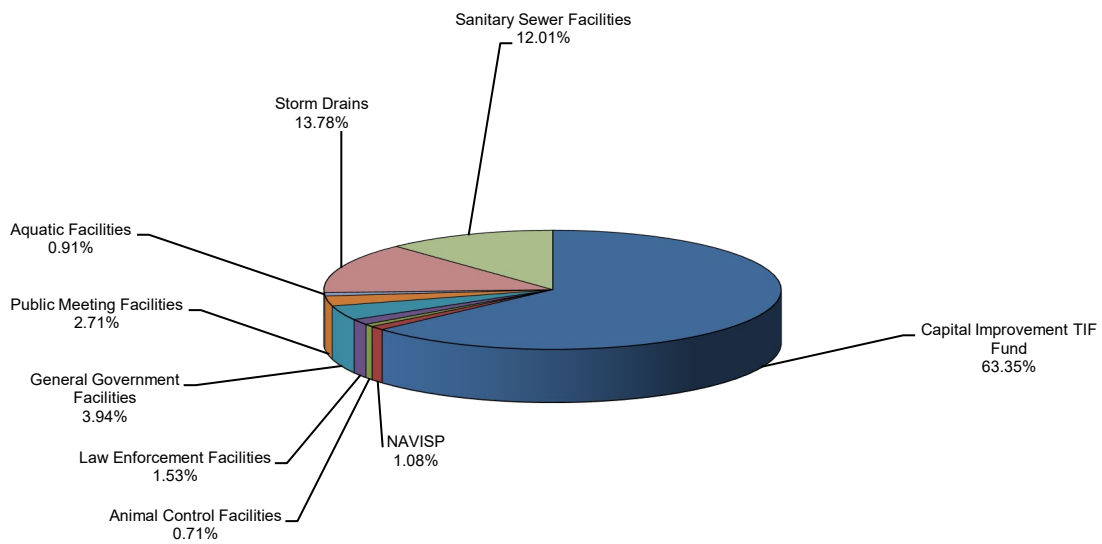
2020/21 Debt Service Funds Expense

98-1 Sewer Bonds	\$ 232,706
Total Debt Service Funds Expense	<u>\$ 232,706</u>



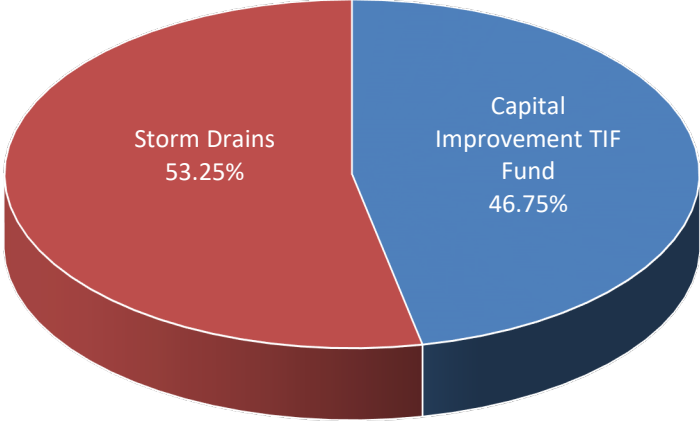
2020/21 Capital Improvement Funds Revenue

Capital Improvement TIF Fund	\$ 643,600
NAVISP	11,000
Animal Control Facilities	7,200
Law Enforcement Facilities	15,500
General Government Facilities	40,000
Public Meeting Facilities	27,500
Aquatic Facilities	9,200
Storm Drains	140,000
Sanitary Sewer Facilities	122,000
Total-CIP Funds Revenue	<u>\$ 1,016,000</u>



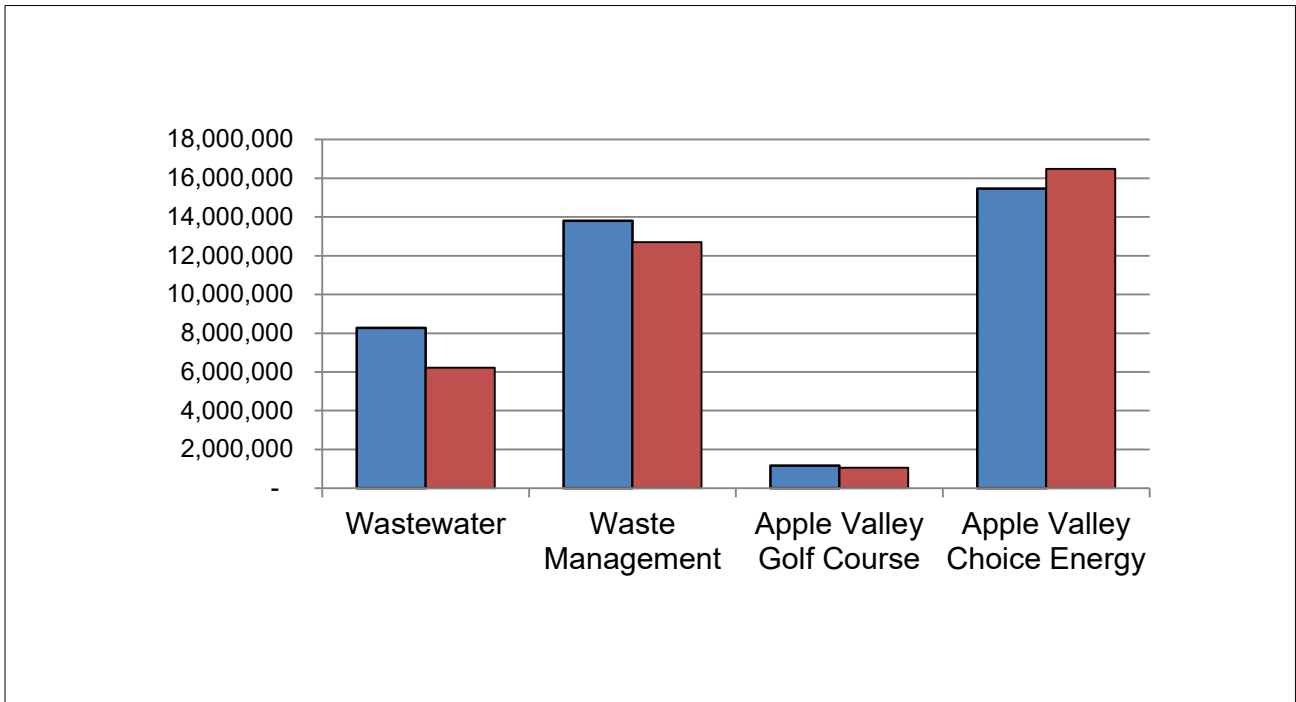
2020/21 Capital Improvement Funds Expenditures

Capital Improvement TIF Fund	\$ 825,250
Storm Drains	940,000
Total-CIP Funds Expenditures	<u>\$ 1,765,250</u>



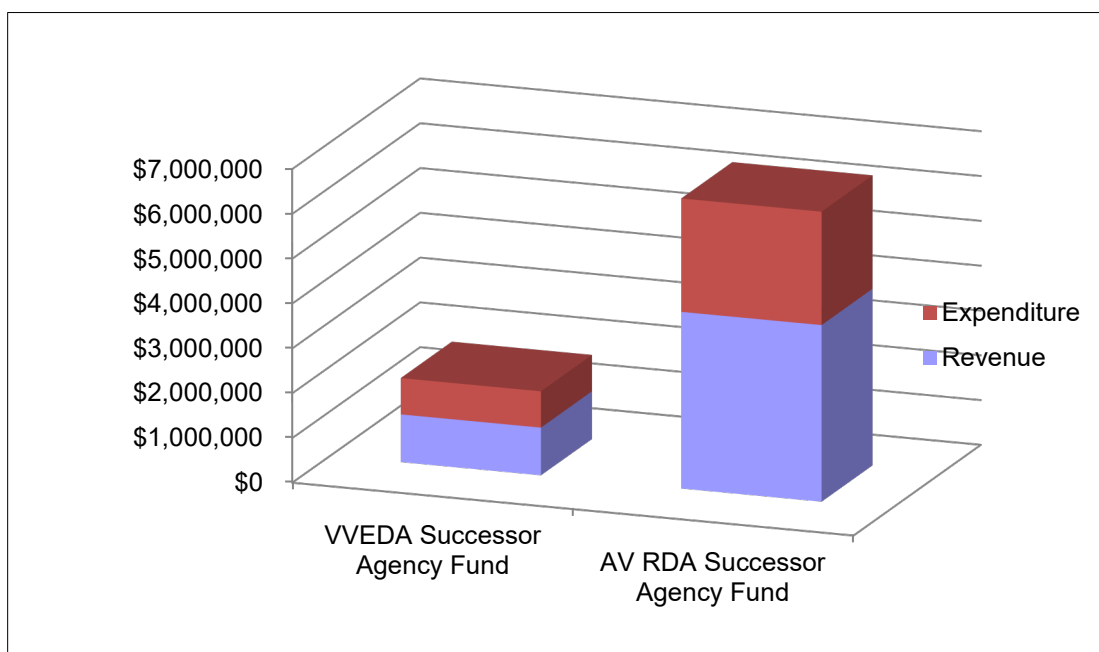
2020/21 Enterprise Funds Revenues & Expenditures

	Revenues	Expenditures
Wastewater	6,216,000	8,274,451
Waste Management	12,699,000	13,803,345
Apple Valley Golf Course	1,055,000	1,166,233
Apple Valley Choice Energy	16,489,000	15,464,946
Total - Enterprise Funds	36,459,000	38,708,975



2020/21 Successor Agency - RDA Revenue & Expenditure

	Revenue	Expenditure
VVEDA Successor Agency Fund	\$1,069,160	\$810,162
AV RDA Successor Agency Fund	3,947,380	2,528,955
Total-RDA	\$5,016,540	\$3,339,117



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Town of Apple Valley

Town of Apple Valley
CALCULATION OF PROJECTED AVAILABLE FUND BALANCES
for the Fiscal Year Ending June 30, 2021

Fund No.	Fund Description	Projected* Available Fund Balances 07/01/20	Estimated Revenues FY 20-21	Adopted Operating Expenditures FY 20-21	Adopted Capital Expenditures FY 20-21
1001	General Fund w/ Parks & Recreation	5,960,972	28,815,647	35,451,394	65,000
	Special Revenue Funds:				
2010	Gas Tax Fund	(884,414)	1,730,103	1,623,693	-
2011	Road Maintenance and Rehabilitation	608,896	1,262,600	-	1,262,600
2013	Article 3	-	335,392	-	335,392
2015	Article 8	1,492,431	79,000	60,000	471,103
2021	Measure I Local 2040	3,784,867	6,828,141	410,000	7,619,250
2035	Prop 1B	4,114	-	-	-
2040	Air Pollution Control	236	-	-	-
2110	CDBG Program Income	1,142,101	-	-	-
2120	CDBG	-	1,453,605	1,453,605	-
2130	NSP	573,269	-	-	-
2131	NSP 3	(7,205)	311,000	281,000	-
2210	HCD State Program Income	747,086	-	-	-
2310	Home Federal Program Income	2,024,087	-	-	-
2320	Apple Valley Home	2,960	1,648,504	1,648,504	-
2330	Victorville Home	(410,850)	1,483,989	1,483,989	-
2410	Cal Home	2,778,937	30,000	80,000	-
2420	Help Down Payment Assistance	185,434	-	-	-
2520	Quimby Funds	1,230,517	300,000	-	-
2530	PEG Channel Fund	403,553	165,000	-	448,500
2610	Police Grants	(27,830)	20,782	20,782	-
2620	Asset Seizure	6,312	-	-	-
2630	Drug & Gang Prevention	6,132	-	-	-
2810	Assessment District LL	1,383,641	320,000	333,400	-
	Subtotal Special Revenue Funds	15,044,273	15,968,116	7,394,973	10,136,845

* The available fund balance equals current assets minus current liabilities, prepaids, and restricted cash; agency funds are excluded.

Total Adopted Expenditures FY 20-21	Estimated Revenues Over (Under) Estimated Expenditures	Transfers In	Transfers Out	Non-Cash Transactions	Projected Ending Available Fund Balances 6/30/2021
35,516,394	(6,700,747)	3,641,560	470,000	-	2,431,785
1,623,693	106,410	-	105,710	-	(883,714)
1,262,600	-	-	-	-	608,896
335,392	-	-	-	-	-
531,103	(452,103)	-	-	-	1,040,328
8,029,250	(1,201,109)	-	-	-	2,583,758
-	-	-	-	-	4,114
-	-	-	-	-	236
-	-	-	-	-	1,142,101
1,453,605	-	-	-	-	-
-	-	-	-	-	573,269
281,000	30,000	-	-	-	22,795
-	-	-	-	-	747,086
-	-	-	-	-	2,024,087
1,648,504	-	-	-	-	2,960
1,483,989	-	-	-	-	(410,850)
80,000	(50,000)	-	-	-	2,728,937
-	-	-	-	-	185,434
-	300,000	-	-	-	1,530,517
448,500	(283,500)	-	-	-	120,053
20,782	-	-	-	-	(27,830)
-	-	-	-	-	6,312
-	-	-	-	-	6,132
333,400	(13,400)	-	-	-	1,370,241
17,531,818	(1,563,702)	-	105,710	-	13,374,861

Town of Apple Valley
CALCULATION OF PROJECTED AVAILABLE FUND BALANCES
for the Fiscal Year Ending June 30, 2021

Fund No.	Fund Description	Projected*	Estimated	Adopted	Adopted
		Available Fund Balances 07/01/20	Revenues FY 20-21	Operating Expenditures FY 20-21	Capital Expenditures FY 20-21
4050	NAVISP	767,659	11,000	-	-
4110	Government Facilities	-	-	-	-
4410	Capital Improvement TIF Fund	3,538,582	643,600	275,000	550,250
4710	Animal Control Facilities	159,342	7,200	-	-
4720	Law Enforcement Facilities	76,237	15,500	-	-
4730	General Government Facilities	395,321	40,000	-	-
4740	Public Meeting Facilities	324,671	27,500	-	-
4750	Aquatic Facilities	125,101	9,200	-	-
4760	Storm Drains	962,416	140,000	240,000	700,000
4770	Sanitary Sewer Facilities	2,329,823	122,000	-	-
4910	Project Manager Grants	(9,823)	-	-	-
	Subtotal Capital Projects Funds	8,669,330	1,016,000	515,000	1,250,250
	Total Governmental Funds	29,674,575	45,799,763	43,361,367	11,452,095
	Enterprise Funds:				
5010	Wastewater	11,728,769	6,216,000	6,601,051	925,000
5510	Solid Waste	1,053,324	12,699,000	11,962,395	-
5710	Apple Valley Golf Course	(3,488,181)	585,000	1,063,233	103,000
5810	Apple Valley Choice Energy	4,759,982	16,489,000	14,518,446	-
	Total Enterprise Funds	14,053,894	35,989,000	34,145,125	1,028,000
	Successor Agency - RDA				
2720	RDA PA 2 Successor Agency Fund	805,880	-	-	-
2725	VVEDA Successor Agency Fund	763,107	1,069,160	810,162	-
2730	AV RDA Successor Agency Fund	(179,169)	3,947,380	2,528,955	-
		1,389,818	5,016,540	3,339,117	-
	GRAND TOTAL	45,118,287	86,805,303	80,845,609	12,480,095

Total Adopted Expenditures FY 20-21	Estimated Revenues Over (Under) Estimated Expenditures	Transfers In	Transfers Out	Non-Cash Transactions	Projected Ending Available Fund Balances 6/30/2021
-	11,000	-	-	-	778,659
-	-	-	-	-	-
825,250	(181,650)	-	-	-	3,356,932
-	7,200	-	-	-	166,542
-	15,500	-	-	-	91,737
-	40,000	-	-	-	435,321
-	27,500	-	-	-	352,171
-	9,200	-	-	-	134,301
940,000	(800,000)	-	-	-	162,416
-	122,000	-	-	-	2,451,823
-	-	-	-	-	(9,823)
1,765,250	(749,250)	-	-	-	7,920,080
54,813,462	(9,013,699)	3,641,560	575,710	-	23,726,726
7,526,051	(1,310,051)	-	748,400	2,028,668	11,698,986
11,962,395	736,605	-	1,840,950	67,561	16,540
1,166,233	(581,233)	470,000	-	115,000	(3,484,414)
14,518,446	1,970,554	-	946,500	-	5,784,036
20,654,679	(1,154,679)	470,000	3,535,850	2,211,229	14,015,148
-	-	-	-	-	805,880
810,162	258,998	-	-	-	1,022,105
2,528,955	1,418,425	-	-	-	1,239,256
3,339,117	1,677,423	-	-	-	3,067,241
78,807,258	(8,490,955)	4,111,560	4,111,560	2,211,229	40,809,115

TOWN OF APPLE VALLEY, CALIFORNIA

SCHEDULE OF INTERFUND TRANSFERS

FISCAL YEAR 2020-2021

FUND	TRANSFERS IN	TRANSFERS OUT	
General Fund Admin Overhead from 2010	\$ 105,710		1
General Fund Admin Overhead from 5010	748,400		1
General Fund Admin Overhead from 5510	790,000		1
General Fund Admin Overhead from 5810	946,500		1
General Fund - 1001	1,050,950		2
Apple Valley Golf Course - 5710	470,000		3
Street Maintenance - 2010		\$ 105,710	1
Administrative Overhead 5010		748,400	1
Administrative Overhead 5510		790,000	1
Administrative Overhead 5810		946,500	1
Waste Management - 5510		1,050,950	2
General Fund - 1001		470,000	3
Total	\$ 4,111,560	\$ 4,111,560	

- 1 Administrative Overhead
- 2 Franchise Fee from Solid Waste
- 3 To AVGC from General Fund

**BUDGET COMPARISON
BY FUND/BY DEPARTMENT**

<u>Fund/Department</u>	<u>FY 17-18 Actual</u>	<u>FY 18-19 Actual</u>	<u>FY 19-20 Amended</u>	<u>FY 20-21 Adopted</u>
<u>General Fund (1001)</u>				
Town Council	\$ 276,807	\$ 248,845	\$ 246,240	\$ 219,917
Town Attorney	1,457,870	819,666	320,000	400,000
Town Manager	602,879	544,420	636,616	628,162
Finance	1,172,234	1,140,687	1,314,257	1,186,382
Town Clerk	379,119	375,411	495,312	598,753
Public Information	619,634	292,654	346,031	480,876
Human Resources	521,057	214,304	164,514	169,420
Innovation and Technology	365,024	338,047	801,611	964,091
General Government	3,885,058	3,079,517	6,467,694	4,631,758
Public Facilities	1,631,393	2,166,200	2,163,824	1,674,564
Public Safety	13,753,922	14,527,351	15,357,631	16,310,988
Emergency Preparedness	150,064	153,059	3,575	5,100
Animal Control	726,863	683,584	668,946	707,633
Animal Shelter	1,273,904	1,376,087	1,346,584	1,472,923
Public Services - Administration	134,695	4,330	-	-
Code Enforcement	910,649	873,235	593,707	583,532
Building & Safety	773,405	689,345	671,799	676,214
Economic Development	51,871	134,926	356,981	259,673
Engineering	556,236	711,673	627,900	737,600
Planning	-	692,638	796,196	893,849
Community Development	657,897	-	-	-
Parks & Recreation	3,175,445	2,920,858	3,014,781	3,384,959
Subtotal Fund 1001	\$ 33,076,026	\$ 31,986,836	\$ 36,394,199	\$ 35,986,394
<u>Gas Tax Fund (2010)</u>				
Street Maintenance	\$ 2,880,347	\$ 2,214,163	\$ 2,387,763	1,729,403
Subtotal Fund 2010	\$ 2,880,347	\$ 2,214,163	\$ 2,387,763	\$ 1,729,403
<u>Road Maintenance Rehabilitation Fund (2011)</u>				
Street Maintenance	\$ -	\$ -	\$ 1,307,998	\$ 1,262,600
Non-Departmental	-	1,256,597	-	-
Subtotal Fund 2010	\$ -	\$ 1,256,597	\$ 1,307,998	\$ 1,262,600
<u>Article 3 (2013)</u>				
Street Capital Projects	\$ -	\$ 37,450	\$ -	335,392
Subtotal Fund 2015	\$ -	\$ 37,450	\$ -	\$ 335,392
<u>Article 8 (2015)</u>				
Street Capital Projects	\$ 570,878	\$ 2,592,029	\$ 40,000	\$ 531,103
Non-Departmental	-	21,178	-	-
Subtotal Fund 2015	\$ 570,878	\$ 2,613,207	\$ 40,000	\$ 531,103
<u>Measure I - Local (2021)</u>				
Street Capital Projects	\$ 5,678,943	\$ 1,778,272	\$ 5,834,591	\$ 8,029,250
Subtotal Fund 2021	\$ 5,678,943	\$ 1,778,272	\$ 5,834,591	\$ 8,029,250

**BUDGET COMPARISON
BY FUND/BY DEPARTMENT**

Fund/Department	FY 17-18 Actual	FY 18-19 Actual	FY 19-20 Amended	FY 20-21 Adopted
<u>Air Pollution Control (2040)</u>				
Transit	\$ 120,180	\$ 9,000	\$ -	-
Subtotal Fund 2040	\$ 120,180	\$ 9,000	\$ -	\$ -
<u>CDBG Program Income (2110)</u>				
Community Development	\$ -	\$ 245,875	\$ -	\$ -
Subtotal Fund 2110	\$ -	\$ 245,875	\$ -	\$ -
<u>CDBG (2120)</u>				
Community Development	\$ 516,789	\$ 910,768	\$ 1,439,625	\$ 1,453,605
Subtotal Fund 2120	\$ 516,789	\$ 910,768	\$ 1,439,625	\$ 1,453,605
<u>NSP (2130)</u>				
Community Development	\$ -	\$ 5,869	\$ -	\$ -
Subtotal Fund 2130	\$ -	\$ 5,869	\$ -	\$ -
<u>NSP3 (2131)</u>				
Community Development	\$ 234	\$ 10,262	\$ 281,000	\$ 281,000
Subtotal Fund 2131	\$ 234	\$ 10,262	\$ 281,000	\$ 281,000
<u>HCD State Program Income (2210)</u>				
Community Development	\$ -	\$ -	\$ -	\$ -
Subtotal Fund 2210	\$ -	\$ -	\$ -	\$ -
<u>HOME Federal Program Income (2310)</u>				
Community Development	\$ -	\$ -	\$ -	\$ -
Subtotal Fund 2310	\$ -	\$ -	\$ -	\$ -
<u>Apple Valley Home (2320)</u>				
Community Development	\$ 112,978	\$ 52,257	\$ 1,404,434	\$ 1,648,504
Subtotal Fund 2320	\$ 112,978	\$ 52,257	\$ 1,404,434	\$ 1,648,504
<u>Victorville Home (2330)</u>				
Community Development	\$ 341,256	\$ 365,121	\$ 1,043,989	\$ 1,483,989
Subtotal Fund 2330	\$ 341,256	\$ 365,121	\$ 1,043,989	\$ 1,483,989
<u>Cal Home (2410)</u>				
Community Development	\$ 97,010	\$ -	\$ 80,000	\$ 80,000
Subtotal Fund 2410	\$ 97,010	\$ -	\$ 80,000	\$ 80,000
<u>Quimby Fund (2520)</u>				
Street Capital Projects	\$ 15,542	\$ -	\$ -	-
Subtotal Fund 2520	\$ 15,542	\$ -	\$ -	\$ -
<u>PEG Channel Fund (2530)</u>				
General Government	\$ -	\$ -	\$ 156,000	448,500
Subtotal Fund 2530	\$ -	\$ -	\$ 156,000	\$ 448,500
<u>Grants Fund (2610)</u>				
JAG Grant	\$ 22,297	\$ 483	\$ -	\$ -
Non Departmental	-	-	33,361	-

**BUDGET COMPARISON
BY FUND/BY DEPARTMENT**

Fund/Department	FY 17-18 Actual	FY 18-19 Actual	FY 19-20 Amended	FY 20-21 Adopted
Homeland Security	48,122	-	20,728	20,782
CAL E M A	26,773	(1,265)	-	-
Sobriety Checkpoint	-	-	-	-
Subtotal Fund 2610	\$ 97,192	\$ (782)	\$ 54,089	\$ 20,782
<u>Lighting & Landscape District (2810)</u>				
Right of Way Maintenance	\$ 212,051	\$ 204,882	\$ 350,000	\$ 313,400
Engineering Contractor	4,783	16,888	10,000	20,000
Capital Expenditures	-	-	300,000	-
Subtotal Fund 2810	\$ 216,834	\$ 221,770	\$ 660,000	\$ 333,400
<u>NAVISP Infrastructure (4050)</u>				
NAVISP	\$ -	\$ 1,149	\$ 965,274	\$ -
Subtotal Fund 4050	\$ -	\$ 1,149	\$ 965,274	\$ -
<u>1999 COP's (4105)</u>				
Town Hall Debt Service	\$ 398,688	\$ 397,094	\$ 415,000	\$ -
Subtotal Fund 4105	\$ 398,688	\$ 397,094	\$ 415,000	\$ -
<u>2017 Revenue Bonds Refunding (4108)</u>				
Town Hall Debt Service	\$ 7,827,913	\$ 1,605,335	\$ 256,168	\$ -
Subtotal Fund 4108	\$ 7,827,913	\$ 1,605,335	\$ 256,168	\$ -
<u>CIP TIF Fund (4410)</u>				
Street Capital Projects	\$ 1,259,029	\$ 179,892	\$ 1,191,631	\$ 825,250
Subtotal Fund 4410	\$ 1,259,029	\$ 179,892	\$ 1,191,631	\$ 825,250
<u>Law Enforcement Facilities (4720)</u>				
PD T/I 2014/2015	\$ 13,121	\$ -	\$ 33,000	\$ -
Subtotal Fund 4720	\$ 13,121	\$ -	\$ 33,000	\$ -
<u>Storm Drains (4760)</u>				
Street Capital Projects	\$ -	\$ 164,818	\$ 1,193,063	\$ 940,000
Land Acquisition	497	-	124,536	-
Subtotal Fund 4760	\$ 497	\$ 164,818	\$ 1,317,599	\$ 940,000
<u>Project Manager Grants (4910)</u>				
DOC Recycling	\$ 17,765	\$ 15,867	\$ 19,926	\$ -
Waste Tire Cleanup	-	798	5,703	-
Waste Tire Amnesty	2,567	6,649	19,790	-
MSHCP Plan	110,055	63,732	-	-
Safe Routes to School	13,630	17,486	-	-
AV Desert Water Reuse	-	31,519	743,979	-
PetSmart Charities	-	1,442	-	-
Municipal Spay-Neuter Grant	-	4,941	-	-
Special Purpose Grants	10,143	4,513	-	-
Subtotal Fund 4910	\$ 154,160	\$ 146,946	\$ 789,398	\$ -

**BUDGET COMPARISON
BY FUND/BY DEPARTMENT**

Fund/Department	FY 17-18 Actual	FY 18-19 Actual	FY 19-20 Amended	FY 20-21 Adopted
<u>Sewer System Maintenance (5010-5050)</u>				
Operations & Maintenance	\$ 4,373,531	\$ 5,982,619	\$ 6,358,729	\$ 7,199,451
Debt Service	228,316	228,326	230,000	232,706
Capital Expenditures	1,946,649	174,051	3,516,750	1,075,000
Subtotal Fund 5010	\$ 6,548,496	\$ 6,384,996	\$ 10,105,479	\$ 8,507,157
<u>Solid Waste (5510)</u>				
Waste Management	\$ 8,110,590	\$ 9,428,438	\$ 12,182,025	\$ 11,962,395
Debt Service	98,182	45,769	265,378	-
Transfer Out	2,998,041	1,834,300	1,840,350	1,840,950
Subtotal Fund 5510	\$ 11,206,813	\$ 11,308,507	\$ 14,287,753	\$ 13,803,345
<u>Apple Valley Golf Course (5710)</u>				
Non-Departmental	\$ 304,783	\$ 216,300	\$ 175,200	\$ 231,400
Administration	117,334	148,066	125,600	136,000
Food & Beverage	(110)	24,224	-	-
Cart Barn	-	116,625	-	-
Grounds	536,580	441,791	875,800	532,000
Facilities	90,470	73,587	152,193	150,333
Pro Shop	57,601	53,394	70,000	115,000
Tennis Court	-	684	1,393	1,500
Subtotal Fund 5710	\$ 1,106,658	\$ 1,074,671	\$ 1,400,186	\$ 1,166,233
<u>Apple Valley Choice Energy (5810)</u>				
Operations & Maintenance	\$ 13,698,906	\$ 17,030,059	\$ 15,001,268	\$ 15,464,946
Subtotal Fund 5810	\$ 13,698,906	\$ 17,030,059	\$ 15,001,268	\$ 15,464,946
<u>Successor Agency - RDA</u>				
VVEDA RORF	\$ 921,982	\$ 1,209,966	\$ 1,074,316	810,162
PA 2 RORF	2,813,161	3,435,517	2,600,668	2,528,955
Subtotal RDA Funds	\$ 3,735,143	\$ 4,645,483	\$ 3,674,984	\$ 3,339,117
<u>PBID</u>				
PBID Capital Projects	\$ 212,062	\$ 503,893	\$ 450,000	530,000
Subtotal PBID Funds	\$ 212,062	\$ 503,893	\$ 450,000	\$ 530,000
Grand Total	\$ 89,885,695	\$ 85,149,508	\$ 100,971,428	\$ 98,199,970

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

Description	FY 17-18 Actual	FY 18-19 Actual	FY 19-20 Amended	FY 20-21 Adopted
Salaries & Benefits				
Salaries Regular	6,962,499	5,874,669	6,341,556	6,501,183
Salaries Part-Time	882,161	779,006	893,630	880,786
Part Time Sick Leave	12,558	11,479	8,361	15,266
Overtime	45,553	52,073	23,261	14,500
Cafeteria Benefits	965,416	932,746	1,017,989	1,073,279
Deferred Comp	121,829	733	-	-
RHS	30,567	26,028	51,307	41,246
Health Benefits - Retirees	131,974	162,708	160,000	170,000
Medicare	115,865	96,813	104,682	106,753
PERS	1,462,148	1,445,455	1,575,959	1,856,727
Auto Allowance	79,677	68,793	72,249	82,375
Phone Allowance	-	2,015	3,330	13,920
Direct Housing Loan Costs	(16,259)	(31,509)	(17,425)	(25,000)
Code Enforcement Program Costs	-	(45,845)	-	-
Pension GASB 68	1,745,782	148,773	-	-
Uniform Expenses	30,286	31,557	38,685	29,397
Salaries & Benefits	12,570,056	9,555,494	10,273,584	10,760,432
Advertising/Marketing	94,806	56,200	144,950	144,100
Banking Fees	-	-	-	20,200
Banking Fees - check 21	3,486	36,797	3,400	7,400
Council & Commissioners	5,854	-	500	-
Credit Card Costs	139,728	167,811	135,000	130,000
Disposal Services	46,145	48,201	48,550	51,650
Education & Training	27,714	16,626	44,375	54,650
Insurance	1,268,692	997,790	1,117,000	1,389,778
Meetings & Conferences	101,867	86,677	115,404	-
Membership & Dues	165,551	100,239	110,980	112,328
Mileage Exp/Allowance	2,767	2,945	8,751	5,850
Miscellaneous Costs	91,302	231,013	13,625	16,150
Office Supplies/Exp	33,604	27,200	40,570	49,875
Postage	70,378	65,350	73,150	81,000
Bus Passes	-	3,668	3,000	3,500
Printing	61,597	60,531	73,060	80,655
Subscriptions	8,308	3,441	7,895	5,145
Utilities	1,669,355	1,531,651	1,638,248	1,662,270
Animal Food Supplies	494	454	750	6,000
Assessment District Costs	5,377	5,645	6,000	6,300
Bad Debt	(1,943)	548,522	70,000	180,000
Concession (Resale) Costs	3,251	2,326	1,817	-
Election	(43,568)	(3,475)	-	60,000
Gift Certificates	(197)	12	-	-
Graffiti Removal & Supplies	19,937	25,774	24,000	15,000
Grand Openings/Ground Breakings	358	1,578	2,000	-
Hardware/Software Supplies/Exp	44,607	165,487	85,340	178,800
License & Fees	2,159	1,563	1,500	3,700
Management Fee	96,000	96,000	99,000	99,000
NPDES Compliance	68,305	50,284	250,000	170,000
NPDES - CAA	49,984	36,931	75,000	60,000
Public Information	1,527	4,611	9,726	4,500
Range Supplies	10,669	5,572	5,000	5,000
Rewards	-	-	1,000	1,000

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

Description	FY 17-18 Actual	FY 18-19 Actual	FY 19-20 Amended	FY 20-21 Adopted
Safety & Security	18,053	6,988	15,770	14,020
Signing	18,458	530	360	300
Special Dept Supplies/Exp	67,343	11,957	41,193	37,112
Staff Services	6,816	8,159	8,250	11,000
Strong Motion Instrument	-	-	-	4,415
Vandalism Repairs	2,157	1,617	9,830	13,250
Damage Claims	-	-	-	10,000
Power Procurement	11,305,002	14,218,196	12,079,700	13,000,000
NEM True-UP Payments	72,461	191,588	100,000	20,000
Rate Stabilization	-	-	489,000	-
Required Mailings	36,898	35,488	61,000	65,000
General Operating	15,575,300	18,851,945	17,014,694	17,778,948
CDBG	190,417	374,910	911,478	835,864
CHDO	93,807	-	629,279	709,339
Housing Administration	360,569	32,119	34,302	58,302
HOME Administration	16,340	-	-	-
Marketing	1,097	5,986	5,000	7,000
Neighborhood Stabilization Prog	234	6,057	271,000	271,000
Residential Rehab Loans	210,321	279,969	1,506,292	1,537,887
Sponsorships	12,000	250	7,500	8,500
Senior Home Repair	231,110	333,002	609,280	955,280
Program Income	-	-	-	126,772
Housing Unprogrammed Dollars	-	-	-	271,163
Trade Shows	14,040	22,968	28,000	28,000
Line of Credit Expenditures	-	174,626	66,450	-
Tire Grant Park	140,210	-	-	-
Loan to 80% for ERAF	218,051	-	-	-
Community Development	1,488,194	1,229,887	4,068,581	4,809,107
Building Maintenance	146,522	191,009	159,275	179,450
Grounds Maintenance	262,073	201,525	212,848	226,100
PIO Events	96,702	26,943	22,325	35,185
Drainage Maint. & Repairs	-	372	500	500
Paving and Sealing - Engineering	171,206	20,810	40,000	40,000
Right-of-Way Maintenance	270,814	297,073	610,000	668,400
Sewer System Maintenance	87,170	120,373	220,000	400,000
Sewer Treatment	2,278,874	2,259,248	2,500,000	2,850,000
Signal & Lighting Maint	120,808	109,588	130,000	150,000
Signal & Lighting Maint - Engineering	109	-	-	-
Signing	20,048	31,104	45,000	60,000
Small Tools	10,893	10,772	12,295	11,650
Street Repairs	129,439	55,859	135,000	100,000
Street Repairs: Adopt a Street	-	2,620	3,000	-
Street Striping	30,413	12,168	70,000	70,000
Street Striping - Engineering	2,369	2,355	-	-
Street Sweeping	10,808	24,783	20,000	25,000
Transit Services	7,568	620	8,000	2,000
Public Works	3,140,519	2,947,746	3,793,795	4,377,550
Culture and Recreation	162,140	160,549	178,071	171,121

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

Description	FY 17-18 Actual	FY 18-19 Actual	FY 19-20 Amended	FY 20-21 Adopted
ACS	170,714	163,458	175,000	178,000
Audit	48,100	43,300	59,000	110,000
AVCO Disposal	6,009,539	6,912,336	7,484,000	7,200,000
Building & Safety Contractor	771,607	686,967	669,484	669,484
Cal-ID Systems	88,366	88,483	88,200	86,688
Contract Services	2,613,559	2,543,463	2,712,083	3,024,070
Acquisition	-	856,717	-	-
County Sheriff	13,154,255	14,007,751	14,868,481	15,773,300
County Solid Waste	1,534,806	1,671,879	1,540,000	1,300,000
Drugs/Vaccinations	38,050	39,628	38,000	38,000
Emergency Vet Service	4,515	4,098	3,250	3,250
Engineering Contractor	681,701	869,857	766,300	1,699,000
Filing Fees	2,381	528	19,000	8,000
Household Hazardous Waste	83,719	87,621	113,000	115,000
Legal	1,463,290	819,666	1,995,250	2,075,250
Acquisition	-	-	3,650,000	2,000,000
MRF Operations/Admin	196,078	367,555	600,000	620,000
Organic Recycling	-	126	34,600	34,600
Solid Waste JPA	47,659	48,470	50,000	60,000
Spay/Neuter Program	107,626	122,150	108,000	108,000
Stiles Removal/D & D Removal	12,804	13,871	13,680	13,680
PEG	83,368	45,709	167,185	448,500
Unfunded Loan Costs	19,882	34,366	59,421	-
Contract and Professional Services	27,132,018	29,427,999	35,213,934	35,564,822
Communications Equip	1,237	1,063	4,200	3,200
Equipment Maintenance	76,277	47,663	58,720	93,000
Equipment Rental	264	400	2,455	4,400
Gasoline, Diesel, Oil	316,123	340,251	351,050	360,550
Leased Equipment	163,110	212,607	96,100	182,100
Safety Equipment	5,119	8,306	7,775	12,125
Vehicle Maintenance	267,495	260,027	220,500	267,800
Vehicle Replacement	-	-	150,000	150,000
Vehicles & Equipment (non-capital)	829,625	870,317	890,800	1,073,175
Capital Equipment	484,488	72,534	216,140	40,000
AV Desert Water Reuse	38,737	31,519	4,014,229	-
AV RD at BV SE Corner Imp	-	-	-	-
AV Village	-	307,468	-	-
AV Village Accessibility	35,536	244,087	-	150,000
AV Village SR18 Corridor Enhancement	-	150,583	25,000	-
AV Rd/Town Center Imp	77,612	2,840	-	-
AV Rd Rehab-BV to Town Center	-	-	-	-
AV Rd Tuscola Signal	-	-	-	-
AV Safe Routes to School	102,972	315,414	2,897,000	-
VR RD at Tuscola	-	-	-	-
Bear Valley Bike Path, Phase I	-	-	-	-
Bear Valley Bridge Rehab	419,819	-	-	-
Bear Valley Bridge Widening	-	458,612	600,000	500,000
Bear Valley rd/ Mohawk Signal	-	-	-	-
BV Intersection Improvements	-	1,194	403,109	327,000
Bear Valley Road Commercial Corridor	73,967	8,591	-	-
Bus Stop Imp BV to Central	241	290,834	-	-
Capital Projects	109,816	247,127	731,300	1,053,000
Corwin/Tao Signal Design	-	-	-	-

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

Description	FY 17-18 Actual	FY 18-19 Actual	FY 19-20 Amended	FY 20-21 Adopted
Change in Invest Joint Venture	67,561	67,561	67,561	67,561
Dale Evans Parkway Waalew Road	15,315	22,737	25,000	25,000
Dale Evans Improvements	-	-	-	-
Deep Creek Rd (BV to Tussing)	-	-	-	-
Dry Wells	-	886	300,000	-
Flood Hazard Mitigation	-	-	-	400,000
High Desert Corridor	106	653	2,500	2,500
Hwy 18 Shoulder Widening	59,538	402,842	-	-
Hwy 18 AV Rd Imp	-	-	-	-
Hwy 18 Median (Navajo/Central)	-	154	1,008,063	-
Hwy 18 Village Area Median	-	11,071	-	-
Hwy 18 West End Widening	-	-	866,891	4,980,000
Infrastructure Capital Project	-	-	-	150,000
James Woody Park Damage	-	-	-	-
John Glen Roadway Imp	-	-	-	-
Joshua Road Resurfacing	-	-	-	-
Lafayette Dale Evans	-	14,453	683,522	-
iowa (Bear Valley & Tussing)	-	-	-	-
Mojave Riverwalk South	113,949	860	-	-
Land Acquisition	34	-	124,536	-
Navajo Road Drainage Improvements	-	-	-	300,000
Navajo Rd Rehab (BV to Hwy 18)	933,299	-	-	-
NAVISP	-	1,149	965,274	-
PD - T/I 2014-2015	-	-	-	-
Paving-PMS Priorities	-	3,663,340	2,207,998	1,762,600
Powhatan Road Street Imp	-	-	-	-
Ramona Road Widening	-	-	-	-
Rancherias Road Resurface	-	-	-	-
Rio Vista Academy Sidewalk Imp	-	-	14,000	-
Rio Vista Safe Routes to School	-	-	-	586,495
San Bag Congestion Mgmt Plan Cont	-	-	5,000	-
SR25 Rancho Verde Elementary	-	4,513	-	-
Standing Rock Hwy 18	-	-	-	-
Stoddard Wells Road Widening	-	-	-	1,325,000
Tao Road	5,480	1,999	-	-
Thunderbird Bus Turnout	-	-	-	150,000
Town Wide Class II Bikeway	763,740	(93,286)	-	-
Town Wide School one Analysis/LRSP	-	-	-	225,000
Traffic Control Device Deployment	-	-	94,200	80,000
Tuscola/ asota Connection	-	16,806	220,000	-
Wika Road	-	-	80,000	-
Yucca Loma Bridge	304,094	228,506	210,000	200,000
Yucca Loma Elementary School	13,630	17,486	-	-
Yucca Loma Road Undergrounding	-	1,517	-	-
Yucca Loma Road Widening	175,039	43,246	-	-
Capital Projects	3,310,487	6,464,761	15,545,183	12,284,156
Interfund Transfers	8,462,399	8,142,179	5,907,507	4,111,560
Depreciation and Amortization	1,896,402	1,862,123	1,960,244	2,143,668
Debt Service	12,302,973	5,144,498	5,514,447	4,644,696
Total Appropriations - All Funds	87,859,898	85,149,509	100,971,428	98,199,970

DESCRIPTION OF THE TOWN'S BONDED DEBT OBLIGATIONS

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

2007 Tax Allocation Bonds - In June of 2007, the Apple Valley Redevelopment Agency issued \$8,985,000 in Tax Allocation Bonds to finance certain redevelopment projects benefiting the portion of the Victor Valley Economic Development Authority (VVEDA) Project Area within the jurisdiction of the Town of Apple Valley. The bonds are special obligations of the Agency and are payable exclusively from Pledged Tax Revenues. The bonds mature in amounts from \$145,000 to \$1,010,000 annually from 2009 to 2037 with interest payments of 4.00% to 4.75% payable semi-annually on June 1 and December 1 of each year.

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

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

2017 Site and Facility Lease - In July of 2017 the Town of Apple Valley Public Financing Authority issued \$8,475,000 to refund its 2007 Lease Revenue Bonds due to prevailing interest rates in the municipal bond market and finance the acquisition of vehicles for the Town. The lease payments mature in amounts from \$720,000 to \$960,000 annually from 2018 to 2027 with interest payments of 2.90% payable semi-annually on March 1 and September 1 each year.

Revolving Line of Credit - The Town has a credit facility agreement with a JPMorgan bank, which provides for a revolving line of credit for \$10,000,000, bearing interest on drawn amounts of 1-month LIBOR 1.675% (Taxable) and 79% of 1-month LIBOR 1.325% (Tax-Exempt). Facility maturity date is October 1, 2021 with the ability to request an extension prior to January 31, 2021. At June 30, 2020, the Town utilized \$6,000,000 of the revolving line of credit.

DEBT SERVICE FUNDS

TOTAL APPROPRIATIONS - \$ 232,706

2017 SITE and FACILITY LEASE BONDS - This bond was issued to refund the 2007 Town Hall Revenue Bonds.

2007 TOWN HALL REVENUE BONDS – This fund accounts for and reports financial resources that are restricted for the payment of interest & 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.

98-1 SEWER BONDS FUND – This fund accounts for financial resources associated with the Jess Ranch sewer acquisition.

Debt Service Fund - 1999, 2007 COP's and AD 98-1 - Funds 4105-1500, 4108-1500, & 8310-3520								
Code	Revenue Classification		Actual Revenue 2017-18	Actual Revenue 2018-19	Amended Budget 2019-20	Estimated Revenue 2019-20	% of Budget Received	Adopted Budget 2020-21
Transfer from Other Funds								
4255	1999 COP's	4105-1500-4255-0000	712	1,969	-	-	0.0%	-
6999	1999 COP's	4105-1500-6999-1001	398,688	393,959	415,000	415,000	100.0%	-
6999	2007 Lease Revenue	4108-1500-6999-1001	252,796	955,335	-	-	0.0%	-
4126	2007 TH Rev Bond/2017 Refur	4108-0000-4126-0000	8,475,000	-	-	-	0.0%	-
4255	2007 TH Rev Bond/2017 Refur	4108-0000-4255-0000	3,283	-	-	-	0.0%	-
4255	98-1 Sewer Bonds	8310-0000-4255-0000	-	4,669	-	-	0.0%	-
6999	98-1 Sewer Bonds	8310-0000-6999-5050	-	226,743	225,000	225,000	100.0%	240,000
9610	98-1 Sewer Bonds	8310-3520-9610-5050	228,813	-	-	-	0.0%	-
Total Revenues			9,359,292	1,582,676	640,000	640,000	100.0%	240,000
Code	Expenditure Classification		Actual Expense 2017-18	Actual Expense 2018-19	Amended Budget 2019-20	Estimated Expense 2019-20	% of Budget Expended	Adopted Budget 2020-21
Debt Service								
9840	1999 COP's Principal	4105-1500-9840-0000	365,000	375,000	385,000	385,000	100.0%	-
9860	1999 COP's Interest	4105-1500-9860-0000	-	7,365	5,000	5,000	100.0%	-
8940	Debt Service Admin	4105-1500-8940-0000	33,688	14,729	25,000	15,000	60.0%	-
9840	2007 Lease Revenue Principal	4108-1500-9840-0000	7,465,000	720,000	-	-	0.0%	-
9860	2007 Lease Revenue Interest	4108-1500-9860-0000	255,533	235,335	-	-	0.0%	-
8940	Debt Service Admin	4108-1500-8940-0000	2,913	-	3,000	-	0.0%	-
9610	Transfer Out - 1001	4108-1500-9610-1001	-	-	253,168	253,167	100.0%	-
9820	Bond Issue Costs	4108-1500-9820-0000	104,467	-	-	-	0.0%	-
9999	Transfer Out - 1001	4108-1500-9999-1001	-	650,000	-	-	0.0%	-
9840	98-1 Sewer Bonds Principal	8310-3520-9840-0000	155,000	165,000	175,000	175,000	100.0%	190,000
9860	98-1 Sewer Bonds Interest	8310-3520-9860-0000	73,316	63,326	55,000	55,000	100.0%	42,706
Total Expenditures			8,454,917	2,230,756	901,168	888,167	98.6%	232,706

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

	2012	2013	2014	2015	2016	2017	2018	2019
Assessed valuation	4,519,225,930	4,490,384,930	4,602,460,138	4,842,129,422	5,110,897,334	5,364,373,761	5,646,246,502	5,976,926,900
Conversion percentage	25%	25%	25%	25%	25%	25%	25%	25%
Adjusted assessed valuation	1,129,806,483	1,122,596,233	1,150,615,035	1,210,532,356	1,277,724,334	1,341,093,440	1,411,561,626	1,494,231,725
Debt limit percentage	15%	15%	15%	15%	15%	15%	15%	15%
Debt limit	169,470,972	168,389,435	172,592,255	181,579,853	191,658,650	201,164,016	211,734,244	224,134,759
Total net debt applicable to limit: Certificates of Participation	13,840,000	12,795,000	11,720,000	10,545,526	9,398,456	8,531,386	760,000	375,000
Legal debt margin	155,630,972	155,594,435	160,872,255	171,034,327	182,260,194	192,632,630	210,974,244	223,759,759
Total debt applicable to the limit as a percentage of debt limit	8.2%	7.6%	6.8%	5.8%	4.9%	4.2%	0.4%	0.2%

Source: Town of Apple Valley Comprehensive Financial Report as of June 30, 2019

Town of Apple Valley

Master Staffing Plan FY 2020-2021

Job Classification	# of Positions Authorized	Position % of FTE	Authorized FTE's	Adopted FTE's	Salary Range
Department: Town Council					
Council Members	5.00	50%	2.50	2.50	NR
Total Council:	5.00		2.50	2.50	
Department: Town Manager					
Town Manager	1.00	90%	0.90	0.90	NR
Special Projects Manager	1.00	100%	1.00	1.00	70
Executive Assistant	1.00	100%	1.00	1.00	52
Total Town Manager:	3.00		2.90	2.90	
Department: Finance					
Director of Finance	1.00	88%	0.88	0.88	84
Finance Analyst	1.00	94%	0.94	0.94	65
Administrative Analyst II	1.00	100%	1.00	1.00	58
Accountant II	1.00	60%	0.60	0.60	52
Accountant I	1.00	92%	0.92	0.92	48
Accounting Technician	1.00	100%	1.00	1.00	42
Account Clerk II	3.00	98%	2.95	2.95	36
Total Finance:	9.00		8.29	8.29	
Department: Town Clerk					
Town Clerk/Director of Gov Svcs	1.00	96%	0.95	0.95	84
Deputy Town Clerk	2.00	100%	2.00	2.00	49
Administrative Assistant, Senior	1.00	100%	1.00	1.00	44
Total Town Clerk:	4.00		3.95	3.95	
Department: Public Information					
Director of Business Dev & Comm	1.00	50%	0.50	0.50	84
Public Relations Specialist, Senior	1.00	100%	1.00	1.00	53
Public Relations Specialist	1.00	100%	1.00	1.00	49
Administrative Assistant, Senior	1.00	50%	0.50	0.50	44
Total Public Information:	4.00		3.00	3.00	
Department: Human Resources					
Human Resources Analyst	1.00	100%	1.00	1.00	58
Human Resources Assistant	1.00	100%	1.00	1.00	46
Total Human Resources	2.00		2.00	2.00	
Department: Innovation and Technology					
Innovation and Technology Officer	1.00	100%	1.00	1.00	73
Innovation and Technology Specialist	1.00	100%	1.00	1.00	52
Innovation and Technology Technician	1.00	100%	1.00	1.00	45
Total Innovation and Technology	3.00		3.00	3.00	
Department: Economic Development					
Town Manager	1.00	10%	0.10	0.10	NR
Director of Business Dev & Comm	1.00	50%	0.50	0.50	84
Director of Finance	1.00	12%	0.12	0.12	84
Town Clerk/Director of Gov Svcs	1.00	5%	0.05	0.05	84
Finance Analyst	1.00	6%	0.06	0.06	65
Accountant I	1.00	8%	0.08	0.08	48
Administrative Assistant, Senior	1.00	50%	0.50	0.50	44
Total Economic Development:	7.00		1.41	1.41	
Department: Community Dev. / Housing					
Housing Comm.Dev. Specialist II	1.00	50%	0.50	0.50	60
Executive Assistant	1.00	25%	0.25	0.25	50
Total Community Dev. / Housing:	2.00		0.75	0.75	

Town of Apple Valley

Master Staffing Plan FY 2020-2021

Job Classification	# of Positions Authorized	Position % of FTE	Authorized FTE's	Adopted FTE's	Salary Range
Department: Community Dev. / Planning					
Assistant Town Manager	1.00	50%	0.50	0.50	NR
Planning Manager	1.00	100%	1.00	1.00	70
Planner, Senior	1.00	100%	1.00	1.00	62
Executive Assistant	1.00	75%	0.75	0.75	50
Commissioners	5.00	25%	1.25	1.25	NR
Total Community Dev. / Planning:	9.00		4.50	4.50	
Department: Code Enforcement					
Assistant Town Manager	1.00	12%	0.12	0.12	NR
Code Enforcement Manager	1.00	40%	0.40	0.40	67
Code Enforcement Officer, Senior	2.00	40%	0.80	0.80	52
Code Enforcement Officer II	2.00	40%	0.80	0.80	48
Code Enforcement Officer I	1.00	40%	0.40	0.40	42
Code Enforcement Technician	1.00	40%	0.40	0.40	38
Total Code Enforcement:	8.00		2.92	2.92	
Department: Animal Services					
Director of Animal Services	1.00	100%	1.00	1.00	84
Animal Services Supervisor	1.00	100%	1.00	1.00	52
Animal Shelter Supervisor	1.00	100%	1.00	1.00	52
Animal Services Officer, Senior	2.00	100%	2.00	2.00	48
Animal Services Officer II	2.00	100%	2.00	2.00	42
Animal Services Technician	6.00	100%	6.00	6.00	36
Animal Health Assistant	1.00	100%	1.00	1.00	35
Animal Services Specialist, Senior	1.00	100%	1.00	1.00	35
Animal Services Assistant	3.00	100%	3.00	3.00	24
Office Assistant	1.00	100%	1.00	1.00	26
Animal Services Assistant - PT	2.00	50%	1.00	1.00	24
Program Assistant - PT	6.00	50%	3.00	3.00	21
Total Animal Services /Shelter:	27.00		23.00	23.00	
Department: Recreation					
Parks & Recreation Manager	1.00	78%	0.78	0.78	70
Maintenance Supervisor	1.00	19%	0.19	0.19	56
Recreation Supervisor	1.00	100%	1.00	1.00	48
Administrative Assistant, Senior	1.00	91%	0.91	0.91	44
Recreation Coordinator	1.00	100%	1.00	1.00	40
Maintenance Worker II	1.00	36%	0.36	0.36	37
Maintenance Worker I	1.00	3%	0.03	0.03	33
Recreation Specialist	2.00	100%	2.00	2.00	33
Office Assistant, Senior	1.00	98%	0.98	0.98	32
Office Assistant	1.00	98%	0.98	0.98	32
Recreation Assistant	2.00	89%	1.78	1.78	27
Assistant Pool Manager (PT)	1.00	35%	0.35	0.35	30
Recreation Assistant (PT)	2.00	37%	0.73	0.73	27
Lifeguard (Various PT)	8.46	50%	4.23	4.23	24
Recreation Leader II (PT)	8.76	50%	4.36	4.36	24
Recreation Leader I (PT)	13.80	50%	6.89	6.89	21
Commissioner	5.00	25%	1.25	1.25	NR
Total Recreation / Recreation:	52.02		27.84	27.84	

Town of Apple Valley

Master Staffing Plan FY 2020-2021

Job Classification	# of Positions Authorized	Position % of FTE	Authorized FTE's	Adopted FTE's	Salary Range
Department: Public Works / Street Maintenance					
Public Works Manager	1.00	20%	0.20	0.20	67
Administrative Analyst II	1.00	50%	0.50	0.50	58
Public Works Supervisor	1.00	100%	1.00	1.00	56
Administrative Analyst I	1.00	50%	0.50	0.50	52
Fleet Mechanic	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
Custodian	1.00	50%	0.50	0.50	27
Total Public Works / Street Maintenance:	10.00		7.20	7.20	
Department: Public Works / Wastewater					
Public Works Manager	1.00	80%	0.80	0.80	67
Code Enforcement Manager	1.00	10%	0.10	0.10	67
Housing & Comm Dev. Specialist II	1.00	50%	0.50	0.50	60
Administrative Analyst II	1.00	50%	0.50	0.50	58
Public Works Supervisor	1.00	25%	0.25	0.25	56
Administrative Analyst I	1.00	50%	0.50	0.50	52
Code Enforcement Officer, Senior	2.00	10%	0.20	0.20	52
Code Enforcement Officer II	2.00	10%	0.20	0.20	48
Code Enforcement Officer I	1.00	10%	0.10	0.10	42
Fleet Mechanic	1.00	50%	0.50	0.50	41
Code Enforcement Technician	1.00	10%	0.10	0.10	38
Maintenance Worker I	4.00	100%	4.00	4.00	33
Custodian	1.00	50%	0.50	0.50	27
Total Public Works / Wastewater:	18.00		8.25	8.25	
Department: Public Works / Grounds					
Public Works Supervisor	1.00	75%	0.75	0.75	56
Grounds Services Worker, Senior	1.00	100%	1.00	1.00	37
Maintenance Worker II	1.00	100%	1.00	1.00	37
Maintenance Worker I	5.00	100%	5.00	5.00	33
Grounds Services Worker I	1.00	100%	1.00	1.00	29
Grounds Services Aide (PT)	8.00	49%	3.96	3.96	21
Total Public Works / Grounds:	17.00		12.71	12.71	
Department: Solid Waste / HHW					
Assistant Town Manager	1.00	38%	0.38	0.38	NR
Code Enforcement Manager	1.00	50%	0.50	0.50	67
Accountant II	1.00	20%	0.20	0.20	52
Code Enforcement Officer, Senior	2.00	50%	1.00	1.00	52
Code Enforcement Officer II	2.00	50%	1.00	1.00	48
Code Enforcement Officer I	1.00	50%	0.50	0.50	42
Code Enforcement Technician	1.00	50%	0.50	0.50	38
Account Clerk II	1.00	100%	1.00	1.00	36
Maintenance Worker I	2.00	100%	2.00	2.00	33
Community Enhancement Officer (PT)	1.00	45%	0.45	0.45	40
Total Solid Waste / HHW:	13.00		7.53	7.53	

Town of Apple Valley

Master Staffing Plan FY 2020-2021

Job Classification	# of Positions Authorized	Position % of FTE	Authorized FTE's	Adopted FTE's	Salary Range
Department: Facilities					
Parks & Recreation Manager	1.00	22%	0.22	0.22	70
Maintenance Supervisor	1.00	74%	0.74	0.74	56
Administrative Assistant, Senior	1.00	9%	0.09	0.09	44
Maintenance Worker II	1.00	57%	0.57	0.57	37
Maintenance Worker I	1.00	96%	0.96	0.96	33
Office Assistant, Senior	1.00	2%	0.02	0.02	32
Custodian	1.00	100%	1.00	1.00	27
Custodian (PT)	2.00	39%	0.77	0.77	27
Custodial Aide (PT)	5.00	59%	2.96	2.96	21
Total Facilities:	14.00		7.33	7.33	
Department: Recreation / Golf Course					
Maintenance Supervisor	1.00	7%	0.07	0.07	56
Maintenance Worker II	1.00	7%	0.07	0.07	37
Maintenance Worker I	1.00	1%	0.01	0.01	33
Total Recreation / Golf Course:	3.00		0.15	0.15	
Department: Apple Valley Choice Energy					
Accountant II	1.00	20%	0.20	0.20	52
Account Clerk II	1.00	5%	0.05	0.05	36
Total Apple Valley Choice Energy:	2.00		0.25	0.25	
Totals	212.02		129.48	129.48	

Town of Apple Valley

4 Year Personnel Summary

Job Classification	FY 17-18	FY 18-19	FY 19-20	FY 20-21
	Actual FTE	Actual FTE	Actual FTE	Adopted FTE
Department: Council				
Council Member (PT)	2.50	2.50	2.50	2.50
Total Council:	2.50	2.50	2.50	2.50
Department: Town Manager				
Town Manager	0.94	0.90	0.90	0.90
Special Projects Manager	1.00	1.00	1.00	1.00
Executive Assistant	1.00	1.00	1.00	1.00
Total Town Manager:	2.94	2.90	2.90	2.90
Department: Finance				
Assistant Town Manager	0.90	0.00	0.00	0.00
Director of Finance	0.88	0.88	0.88	0.88
Finance Manager	0.00	0.94	0.00	0.00
Finance Analyst	0.00	0.00	0.94	0.94
Accountant, Senior	0.98	0.00	0.00	0.00
Administrative Analyst II	0.50	0.47	1.00	1.00
Executive Secretary	0.98	0.00	0.00	0.00
Administrative Analyst I	0.00	0.95	0.00	0.00
Accountant II	0.00	0.91	0.60	0.60
Accountant I	0.92	0.00	0.92	0.92
Accounting Technician	0.00	0.00	1.00	1.00
Account Clerk II	3.00	3.00	2.95	2.95
Office Assistant, Senior-PT	0.00	0.00	0.30	0.00
Total Finance:	8.16	7.15	8.59	8.29
Department: Town Clerk				
Town Clerk/Director of Gov Svcs	0.96	0.95	0.95	0.95
Deputy Town Clerk	2.00	1.00	2.00	2.00
Records Technician	0.00	1.00	0.00	0.00
Administrative Assistant, Senior	0.00	0.00	1.00	1.00
Total Town Clerk:	2.96	2.95	3.95	3.95
Department: Public Information				
Director of Stakeholder/Engage/Comm	0.50	0.00	0.00	0.00
Director of Business Dev & Comm	0.00	0.00	0.15	0.50
Public Relations Specialist, Senior	0.00	0.00	1.00	1.00
Public Relations Specialist	2.00	2.00	1.00	1.00
Event Coordinator-PT	0.13	0.00	0.00	0.00
Administrative Assistant, Senior	0.00	0.00	0.25	0.50
Administrative Secretary	1.00	0.25	0.00	0.00
Total Public Information:	3.63	2.25	2.40	3.00
Department: Human Resources				
Assistant Town Manager	1.00	0.00	0.00	0.00
Human Resources Analyst	0.00	0.00	1.00	1.00
Administrative Analyst II	0.50	0.47	0.00	0.00
Administrative Analyst I	1.00	1.00	0.00	0.00
Human Resources Assistant	0.00	0.00	0.00	1.00
Office Assistant	0.00	0.00	1.00	0.00
Program Assistant	0.50	0.67	0.00	0.00
Total Human Resources	3.00	2.14	2.00	2.00
Department: Innovation and Technology				
Innovation and Technology Officer	0.00	1.00	1.00	1.00
Information Systems Supervisor	1.00	0.00	0.00	0.00
Innovation and Technology Specialist	0.00	1.00	1.00	1.00
Innovation and Technology Technician	1.00	1.00	1.00	1.00
Total Innovation and Technology:	2.00	3.00	3.00	3.00

Town of Apple Valley

4 Year Personnel Summary

Job Classification	FY 17-18 Actual FTE	FY 18-19 Actual FTE	FY 19-20 Actual FTE	FY 20-21 Adopted FTE
Department: Economic Development				
Town Manager	0.06	0.10	0.10	0.10
Assistant Town Manager	0.10	0.00	0.00	0.00
Director of Business Dev & Comm	0.00	0.00	0.85	0.50
Director of Finance	0.12	0.12	0.12	0.12
Town Clerk/Director of Gov Svcs	0.04	0.05	0.05	0.05
Assistant Director of Econ Dev & Housing	0.50	0.70	0.00	0.00
Finance Manager	0.02	0.00	0.00	0.00
Finance Analyst	0.08	0.06	0.06	0.06
Administrative Analyst II	0.02	0.06	0.00	0.00
Administrative Analyst I	0.00	0.05	0.00	0.00
Executive Secretary	0.02	0.00	0.00	0.00
Accountant II	0.00	0.09	0.00	0.00
Accountant I	0.08	0.00	0.08	0.08
Administrative Assistant, Senior	0.00	0.00	0.75	0.50
Administrative Secretary	0.00	0.75	0.00	0.00
Total Economic Development:	1.04	1.98	2.01	1.41
Department: Emerg. Prepare / Risk Mgmt				
Emergency Services Officer	1.00	1.00	0.00	0.00
Office Assistant, Senior (PT)	0.67	0.60	0.00	0.00
Total Emerg. Prepare / Risk Mgmt	1.67	1.60	0.00	0.00
Department: Community Development / Housing				
Assistant Town Manager	0.00	0.05	0.00	0.00
Assistant Director of Econ Dev & Housing	0.35	0.30	0.00	0.00
Housing and Comm. Dev. Specialist II	1.25	1.00	0.50	0.50
Housing and Comm. Dev. Specialist I	1.10	0.25	0.00	0.00
Executive Assistant	0.00	0.25	0.25	0.25
Total Comm. Dev. / Housing:	2.70	1.85	0.75	0.75
Department: Community Development / Planning				
Assistant Town Manager	0.50	0.90	0.80	0.50
Assist Director of Community Development	0.60	0.55	0.50	0.00
Planning Manager	0.00	0.00	0.00	1.00
Planner, Senior	0.50	0.00	1.00	1.00
Associate Planner	0.50	1.00	0.00	0.00
Executive Assistant	0.00	0.00	0.50	0.75
Executive Secretary	0.00	1.00	0.00	0.00
Program Assistant	0.75	0.00	0.00	0.00
Commissioners	1.25	1.25	1.25	1.25
Total Comm. Development / Planning:	4.10	4.70	4.05	4.50
Department: Code Enforcement				
Assistant Town Manager	0.40	0.05	0.07	0.12
Assistant Director of Community Development	0.40	0.45	0.25	0.00
Code Enforcement Manager	0.00	1.00	0.70	0.40
Code Enforcement Supervisor	1.00	0.00	0.00	0.00
Code Enforcement Officer, Senior	0.00	0.00	0.00	0.80
Code Enforcement Officer II	4.00	4.00	2.10	0.80
Code Enforcement Officer I	1.00	1.00	0.70	0.40
Code Enforcement Technician	1.00	0.00	0.70	0.40
Community Enhancement Officer (PT)	0.50	0.50	0.00	0.00
Code Enforcement Technician (PT)	0.00	0.50	0.00	0.00
Total Code Enforcement:	8.30	7.50	4.52	2.92

Town of Apple Valley

4 Year Personnel Summary

Job Classification	FY 17-18 Actual FTE	FY 18-19 Actual FTE	FY 19-20 Actual FTE	FY 20-21 Adopted FTE
Department: Animal Services				
Director of Animal Services	1.00	1.00	1.00	1.00
Animal Services Supervisor	1.00	1.00	1.00	1.00
Animal Shelter Supervisor	1.00	1.00	1.00	1.00
Animal Control Officer, Senior	2.00	2.00	2.00	2.00
Animal Services Officer II	2.00	2.00	2.00	2.00
Animal Services Technician	5.00	6.00	6.00	6.00
Animal Health Assistant	1.00	1.00	1.00	1.00
Animal Services Specialist, Senior	1.00	1.00	1.00	1.00
Animal Services Assistant	4.00	3.00	3.00	3.00
Office Assistant	1.00	1.00	1.00	1.00
Animal Services Assistant (PT)	1.00	1.00	1.00	1.00
Program Assistant (PT)	2.18	3.00	3.00	3.00
Total Animal Services / Shelter:	22.18	23.00	23.00	23.00
Department: Police Department				
Office Assistant, Senior (PT)	0.30	0.30	0.00	0.00
PAL Office Assistant (PT)	0.48	0.48	0.00	0.00
PAL Boxing Coach (PT)	0.48	0.48	0.00	0.00
Total Police Department	1.26	1.26	0.00	0.00
Department: Recreation				
Assistant Town Manager	0.10	0.00	0.00	0.00
Parks & Recreation Manager	0.86	0.88	0.78	0.78
Maintenance Supervisor	0.00	0.19	0.19	0.19
Recreation Supervisor	2.00	1.00	1.00	1.00
Administrative Assistant, Senior	0.00	0.00	0.91	0.91
Administrative Secretary	0.91	0.91	0.00	0.00
Recreation Coordinator	0.00	0.00	1.00	1.00
Maintenance Worker, Senior	0.19	0.00	0.00	0.00
Maintenance Worker II	0.36	0.36	0.36	0.36
Maintenance Worker I	0.03	0.03	0.03	0.03
Recreation Specialist	0.00	3.00	2.00	2.00
Office Assistant, Senior	0.98	0.98	0.98	0.98
Office Assistant	1.00	1.00	1.00	1.00
Recreation Assistant	2.17	2.00	1.78	1.78
Recreation Assistant (PT)	0.96	1.03	0.79	0.73
Assistant Pool Manager (PT)	0.00	0.00	0.28	0.35
Lifeguard, Senior (PT)	0.29	0.29	0.00	0.00
Lifeguard (Various PT)	4.35	3.64	4.14	4.23
Recreation Leader II (PT)	5.92	4.73	4.17	4.36
Recreation Leader I (PT)	3.22	3.12	6.68	6.89
Commissioner	1.25	1.25	1.25	1.25
Total Recreation / Recreation:	24.59	24.41	27.34	27.84
Department: Public Services / Administration				
Public Services Manager	0.25	0.00	0.00	0.00
Administrative Analyst II	1.00	0.00	0.00	0.00
Administrative Secretary	1.00	0.00	0.00	0.00
Total Public Services / Administration:	2.25	0.00	0.00	0.00

Town of Apple Valley

4 Year Personnel Summary

Job Classification	FY 17-18	FY 18-19	FY 19-20	FY 20-21
	Actual FTE	Actual FTE	Actual FTE	Adopted FTE
Department: Public Works / Street Maintenance				
Director of Public Works	0.33	0.33	0.00	0.00
Public Works Manager	0.34	0.20	0.20	0.20
Administrative Analyst II	0.00	0.50	0.50	0.50
Public Works Supervisor	0.50	1.00	1.00	1.00
Administrative Analyst I	0.00	0.00	0.30	0.50
Maintenance Worker, Senior	0.50	0.50	0.00	0.00
Fleet Mechanic	0.00	0.00	0.50	0.50
Maintenance Worker II	2.00	2.00	2.00	2.00
Maintenance Worker I	2.00	2.00	2.00	2.00
Administrative Secretary	0.00	0.20	0.00	0.00
Custodian	0.00	0.50	0.50	0.50
Total Public Works / Street Maint.:	5.67	7.23	7.00	7.20
Department: Public Works / Wastewater				
Director of Public Works	0.34	0.00	0.00	0.00
Public Works Manager	0.33	0.80	0.80	0.80
Code Enforcement Manager	0.00	0.00	0.00	0.10
Housing & Comm Dev. Specialist II	0.00	0.00	0.50	0.50
Administrative Analyst II	0.00	0.50	0.50	0.50
Public Works Supervisor	1.00	0.25	0.25	0.25
Housing & Comm Dev. Specialist I	0.50	0.50	0.00	0.00
Administrative Analyst I	0.00	0.00	0.30	0.50
Code Enforcement Officer, Senior	0.00	0.00	0.00	0.20
Code Enforcement Officer II	0.00	0.00	0.50	0.20
Code Enforcement Officer I	0.00	0.00	0.00	0.10
Maintenance Worker, Senior	0.50	0.50	0.00	0.00
Fleet Mechanic	0.00	0.00	0.50	0.50
Code Enforcement Technician	0.00	0.00	0.00	0.10
Maintenance Worker II	2.00	1.00	0.00	0.00
Maintenance Worker I	1.00	2.00	3.00	4.00
Administrative Secretary	0.00	0.30	0.00	0.00
Custodian	0.00	0.50	0.50	0.50
Total Public Works / Wastewater:	5.67	6.35	6.85	8.25
Department: Public Works / Grounds				
Public Works Supervisor	0.00	0.69	0.69	0.75
Grounds Services Worker, Senior	0.00	0.00	0.92	1.00
Maintenance Worker II	0.00	0.00	1.00	1.00
Maintenance Worker I	0.00	0.00	4.75	5.00
Grounds Services Worker III	0.93	0.93	0.00	0.00
Grounds Services Worker II	2.67	2.67	0.00	0.00
Grounds Services Worker I	3.00	3.00	1.00	1.00
Grounds Services Aide (PT)	3.96	3.96	3.96	3.96
Total Public Works / Grounds:	10.56	11.25	12.32	12.71

Town of Apple Valley

4 Year Personnel Summary

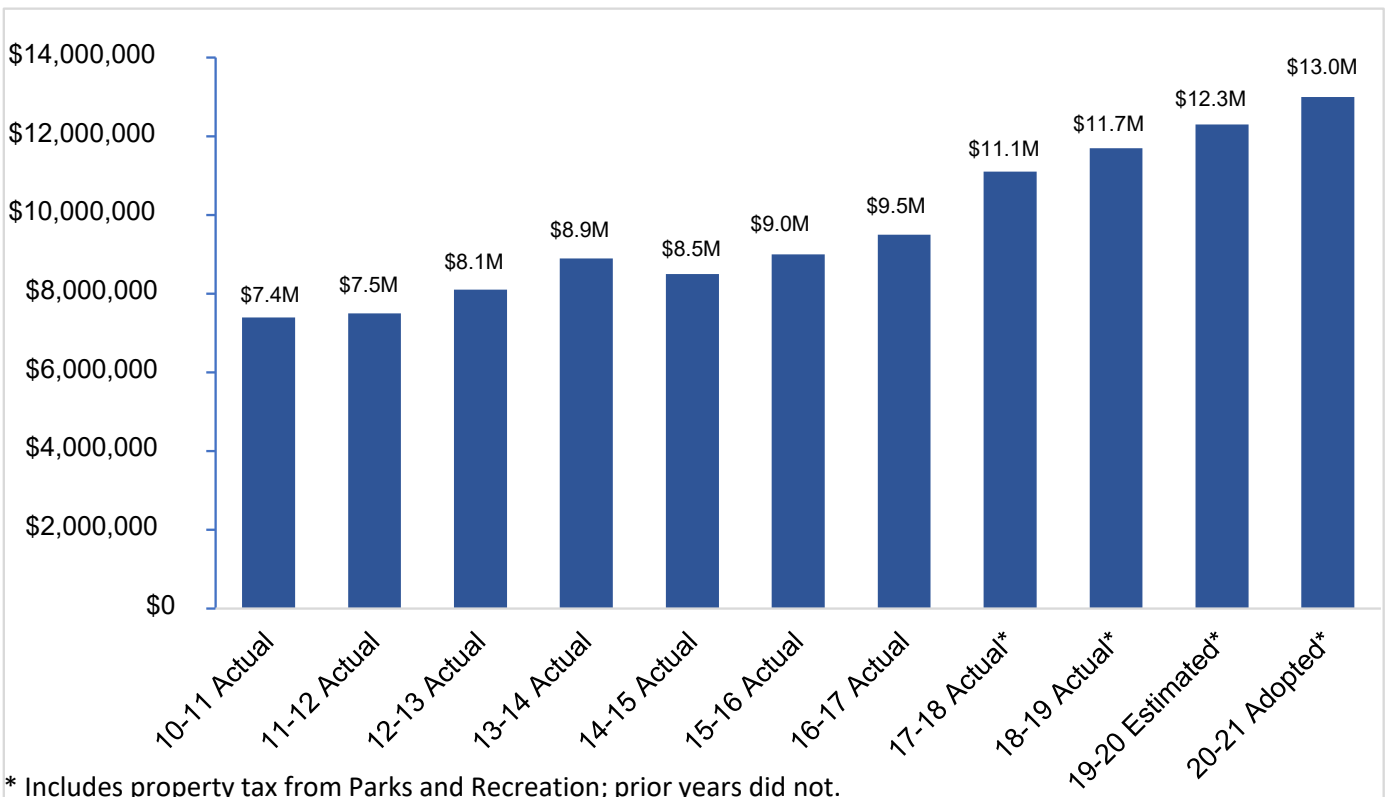
Job Classification	FY 17-18 Actual FTE	FY 18-19 Actual FTE	FY 19-20 Actual FTE	FY 20-21 Adopted FTE
Department: Solid Waste / HHW				
Assistant Town Manager	0.00	0.00	0.13	0.38
Assistant Director of Community Development	0.00	0.00	0.25	0.00
Code Enforcement Manager	0.00	0.00	0.30	0.50
Administrative Analyst I	0.00	0.00	0.40	0.00
Accountant II	0.00	0.00	0.20	0.20
Code Enforcement Officer, Senior	0.00	0.00	0.00	1.00
Code Enforcement Officer II	0.00	0.00	1.40	1.00
Code Enforcement Officer I	0.00	0.00	0.30	0.50
Maintenance Worker I	0.00	0.00	0.01	2.00
Account Clerk II	1.00	1.00	1.00	1.00
Code Enforcement Technician	0.00	0.00	0.30	0.50
Administrative Secretary	0.30	0.30	0.00	0.00
Community Enhancement Officer (PT)	0.00	0.00	0.45	0.45
Household Hazardous Waste Operator (PT)	0.56	0.56	0.00	0.00
Total Solid Waste / HHW:	1.86	1.86	4.74	7.53
Department: Facilities				
Parks & Recreation Manager	0.22	0.22	0.22	0.22
Public Works Supervisor	0.08	0.05	0.06	0.00
Administrative Secretary	0.09	0.09	0.00	0.00
Maintenance Supervisor	0.74	0.74	0.74	0.74
Grounds Services Worker, Senior	0.00	0.00	0.08	0.00
Administrative Assistant, Senior	0.00	0.00	0.09	0.09
Maintenance Worker II	0.57	0.57	0.57	0.57
Maintenance Worker I	0.96	0.96	1.21	0.96
Office Assistant, Senior	0.02	0.02	0.02	0.02
Grounds Services Worker III	0.08	0.08	0.00	0.00
Grounds Services Worker II	0.33	0.33	0.00	0.00
Custodian	1.00	1.00	1.00	1.00
Custodian (PT)	1.17	1.17	0.77	0.77
Custodial Aide (PT)	2.56	2.56	2.96	2.96
Total Facilities:	7.82	7.79	7.72	7.33
Department: Recreation / Golf Course				
Maintenance Supervisor	0.02	0.07	0.07	0.07
Maintenance Worker, Senior	0.00	0.00	0.07	0.00
Maintenance Worker II	0.02	0.07	0.07	0.07
Maintenance Worker I	0.00	0.00	0.01	0.01
Custodian	0.01	0.01	0.00	0.00
Total Recreation / Golf Course:	0.05	0.15	0.22	0.15
Department: Apple Valley Choice Energy				
Assistant Director of Energy & Environ Serv	0.75	0.00	0.00	0.00
Administrative Analyst I	1.00	1.00	0.00	0.00
Accountant II	0.00	0.00	0.20	0.20
Administrative Secretary	0.70	0.30	0.00	0.00
Account Clerk II	0.00	0.00	0.05	0.05
Office Assistant, Senior	0.30	0.00	0.00	0.00
Total Apple Valley Choice Energy:	2.00	1.30	0.25	0.25
Totals	126.91	125.12	126.11	129.48

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. During the Great Recession when market values were declining, the Town 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. This is equal to the 2 percent that is usually used to index assessed values under the acquisition values assessment. 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 FY 20-21 when Prop. 8 recoveries are included.

For FY 20-21, estimated revenue from Property Taxes is \$13.0 million, which represents 40.00% of the total General Fund revenue including transfers in. This estimate is an increase of \$679,000 or 5.52% over the FY 19-20 year-end revenue estimate primarily. 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).



* Includes property tax from Parks and Recreation; prior years did not.

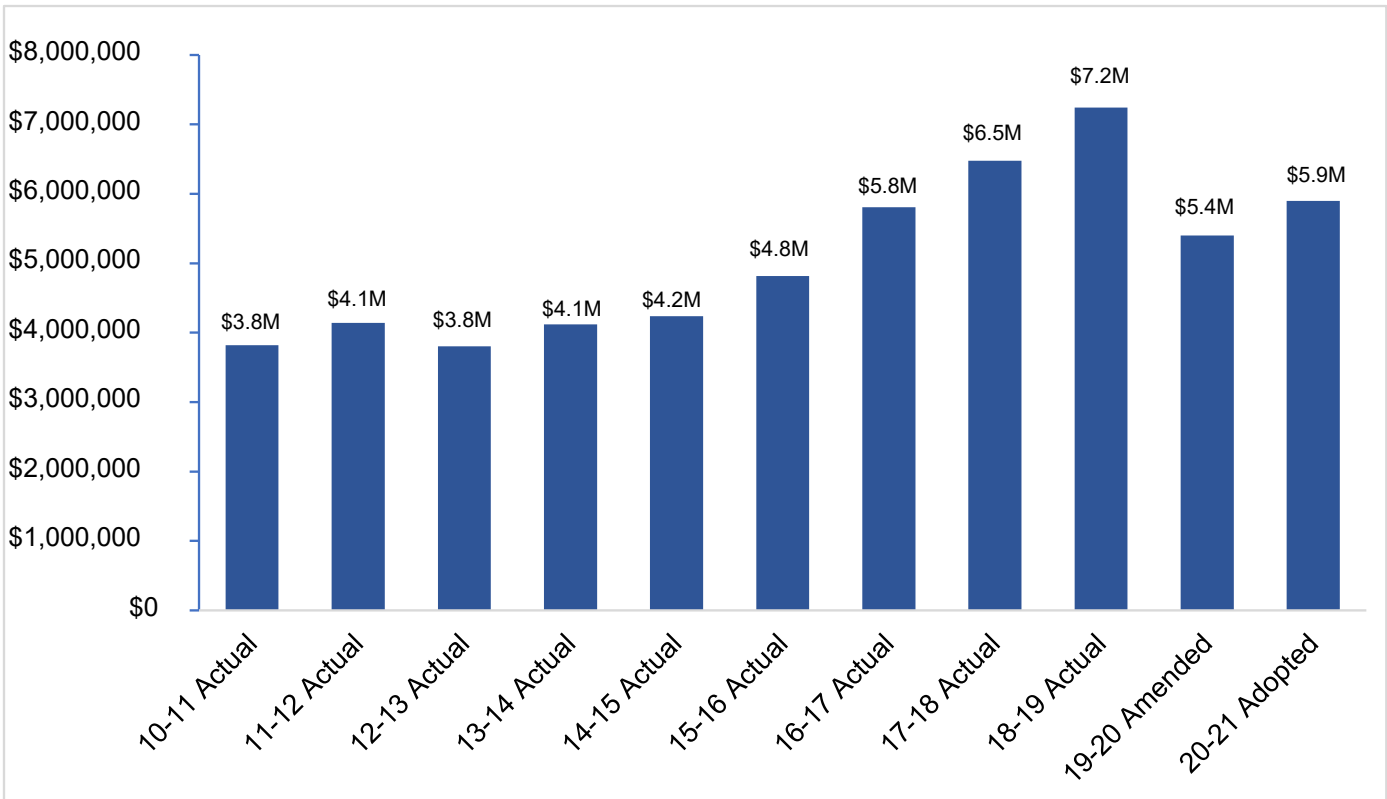
SALES & USE TAX

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 \$5.9 million or 18.18% of the total General Fund revenues estimated for FY 20-21 including transfers in. This amount represents a decrease of \$1.3 million from the FY 18-19 actuals. A decrease of \$1.8 million is also projected for FY 19-20 in comparison to FY 18-19. These change in revenues for both fiscal years is directly attributed to the COVID-19 pandemic. The decrease in FY 19-20 is projected due to the COVID-19 mandatory stay-at-home order and the shutdown of non-essential services towards the end of the fiscal year. The Town is also anticipating a decline in sales tax revenues in FY 20-21 due to a slow re-opening of the economy. As of the end of FY 19-20, the Town Council was considering going to the voters in the fall for approval of a 1% sales tax increase, so that services at minimum can stay at their current level.

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.

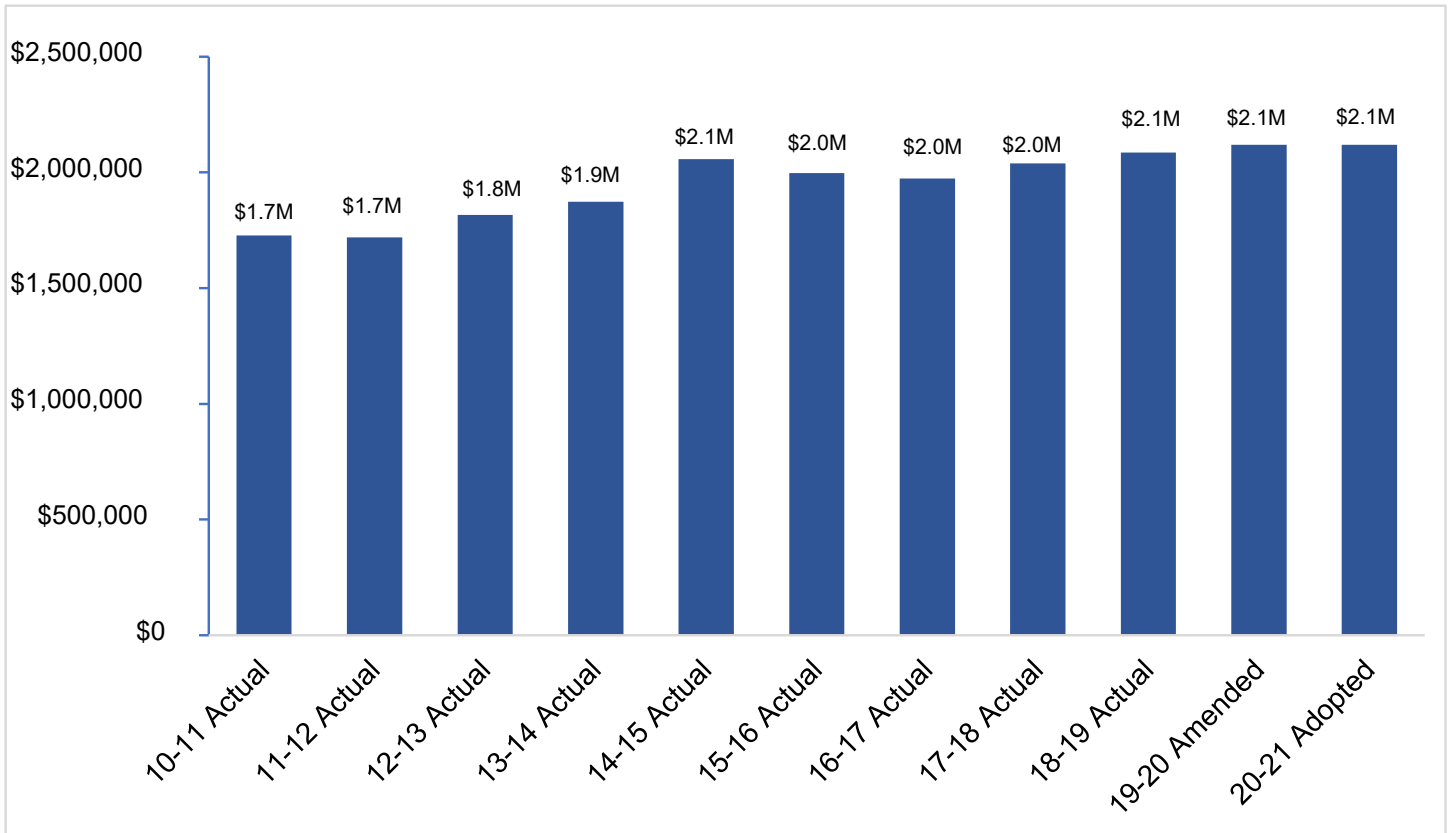


FRANCHISE FEES

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 20-21, revenues for Franchise Fees are estimated to be \$3.2 million, the same as the prior fiscal year. This represents 9.8% of the total General Fund revenue including transfers in.



* The chart above excludes the solid waste contract franchise fees.

GENERAL FUND REVENUE 1001

Code	Revenue Classification	Actual Revenue 2017-18	Actual Revenue 2018-19	Amended Budget 2019-20	Estimated Revenue 2019-20	Adopted Budget 2020-21
	LOCAL TAXES					
4020	Property Tax	2,806,887	2,976,259	3,346,000	3,155,000	3,344,000
4020-5	Property Tax - Parks & Recreation	1,820,206	1,871,274	1,889,500	1,927,000	1,984,000
4030	Property Tax (VLF Backfill)	6,455,212	6,824,235	6,485,500	7,222,000	7,655,000
4055	Sales & Use Tax	6,479,162	7,241,242	6,598,500	5,400,000	5,900,000
4070	VVEDA Loan Reimbursement	2,268	-	-	-	-
4085	Franchise Taxes	2,038,598	2,085,417	2,119,000	2,119,000	2,119,000
4095	Transient Occupancy Tax	9,008	12,288	12,200	12,200	12,200
4096	PEG Fees	152,308	173,216	42,813	42,813	-
4134	Tax increment/Pass through	580,907	799,010	819,529	819,529	820,000
4142	Business License Fees	183,114	188,938	170,000	170,000	165,000
4142-5	CASp-SB1186	5,451	9,968	9,000	11,000	11,000
6999	Transfer In - 5510 Franchise Fee	2,998,041	1,044,900	1,050,950	1,050,950	1,050,950
4176	Property Transfer Tax	307,264	270,711	195,000	250,000	225,000
	Subtotal - Local Taxes	23,838,426	23,497,458	22,737,992	22,179,492	23,286,150
	FINES & FEES & PUBLIC SAFETY CONTRIBUTIONS					
4355	Police Fines & Forfeitures	48,383	58,739	40,000	40,000	41,000
4365	Police Reports & Charges	18,622	12,405	11,000	11,000	11,000
4377	Tow Release	32,250	34,930	30,000	40,000	40,000
6927	Police Grants	160,890	168,564	170,000	170,000	170,000
	Subtotal - Fines & Fees	260,145	274,638	251,000	261,000	262,000
	PUBLIC SERVICES					
4145	Debris Recycling	17,500	7,500	14,000	14,000	14,000
4160	Microfilming	5,923	6,039	5,375	6,000	6,000
4167	Subordination Fee	7,000	4,500	4,000	22,000	3,000
4410	Animal Control Citation Fines	59,310	49,635	45,000	45,000	45,000
4420	Animal Control Permits	8,681	11,497	5,000	10,000	10,000
4430	Animal Licenses	248,381	241,179	250,000	230,000	230,000
4430-5	Animal Licenses - County	44,297	47,021	-	47,000	47,000
4435	Animal Services Shelter Contract	(33,819)	-	-	-	-
4435-5	Animal Services Sheltering - County	451,667	424,488	501,347	425,000	464,374
4440	Field P/U Apprehension	7,803	7,140	6,500	6,500	6,500
4450	Field P/U Release	14,488	18,383	14,000	18,000	14,000
4450-5	Field P/U Release - County	12,055	11,971	-	12,000	12,000
4460	Impound Boarding Fees	27,711	30,269	25,000	28,000	25,000
4460-5	Impound Boarding Fees - County	4,505	8,308	-	8,000	8,000
4465	Lien Fees	2,198	6,269	1,000	3,000	1,000
4470	Miscellaneous AC	44,580	46,185	50,000	46,000	50,000
4470-5	Miscellaneous - County	461	656	-	1,000	1,000
4480	Owner Turn in @ Shelter	17,076	14,565	19,400	13,000	19,400
4480-5	Owner Turn in @ Shelter - County	10,660	12,419	-	11,000	11,000
4490	Pet Adoptions	96,786	100,346	96,000	96,000	96,000
4500	Quarantine Fees	3,615	3,685	2,700	2,700	2,700
4510	Rabies Vaccination	13,288	14,340	15,000	14,000	15,000
4520	Shelter Donations	241	243	-	-	-
4530	Over/Short	24	6	-	-	-
4540	Spay and Neuter Deposit	3,497	3,880	4,600	2,500	4,600
4550	State Mandated Fees AC	6,900	7,975	7,500	7,500	7,500

GENERAL FUND REVENUE 1001

Code	Revenue Classification	Actual Revenue 2017-18	Actual Revenue 2018-19	Amended Budget 2019-20	Estimated Revenue 2019-20	Adopted Budget 2020-21
5580	Short/Over Recreation	(77)	-	-	-	-
6050	Code Enforcement Fines	181,822	165,139	145,500	171,000	145,500
6070	Property Maint Inspections	254,193	250,064	252,000	230,000	225,000
6816	Grants (1001 & 2510)	-	140,210	140,000	-	16,505
6168	Right-of-Way Permits	88,551	131,621	108,000	140,000	120,000
	Total - Public Services	1,599,316	1,765,532	1,711,922	1,609,200	1,600,079
	BUILDING AND SAFETY					
6108	Building Permits	597,522	441,520	401,300	401,300	401,300
6110	Cert of Compliance	-	2,712	3,300	2,700	1,784
6111	COO Fees	20,591	19,738	17,900	20,000	21,927
6120	Electrical	153,160	146,963	125,500	165,000	145,000
6122	Extension Request	25,299	-	-	-	-
6130	Grading	26,039	19,024	18,300	18,000	17,000
6134	Inspections (Other)	31,511	29,792	26,200	32,000	26,000
6138	Landscape Review	621	636	800.00	600	800
6148	Mechanical	46,985	52,819	48,600	40,000	36,744
6152	Misc Revenue - Building & Safety	126,735	153,436	134,700	145,000	140,000
6158	Plan Check	242,938	269,488	246,000	246,000	240,000
6162	Plumbing	50,225	43,462	36,700	36,700	39,619
6163	Pre Application	-	-	-	1,435	-
6169	SB 1473	440	799	900	1,000	2,170
6174	SMI Tax	722	1,295	1,400	2,700	4,906
	Total - Building & Safety	1,322,788	1,181,683	1,061,600	1,112,435	1,077,250
	PLANNING AND ZONING					
6104	Appeals	495	444	500	400	400
6112	Copies and Reproduction	812	608	700	700	700
6118	Development Permit	30,661	36,328	26,200	33,000	31,000
6128	General Plan Amendment	(3,202)	-	-	-	-
6132	Home Occupation Permit	10,235	10,556	8,600	12,000	11,000
6142	Lot Line Adjustment	636	692	-	2,000	600
6144	Lot Merger	664	1,344	1,600	1,600	1,600
6156	Miscellaneous Revenue - Planning	2,181	6,190	3,800	5,000	5,000
6165	Open Space	18	162	200	100	100
6170	Sign Permit	3,854	6,502	6,300	11,500	3,500
6172	Site Plan Review	88,509	78,642	68,900	82,000	70,000
6176	Special Events	1,352	1,435	1,000	2,200	2,000
6178	Specific Plan	-	-	-	13,365	13,000
6180	Tentative Parcel Map	24,957	13,920	11,200	-	-
6182	Tentative Tract Map	4,707	39,526	30,800	-	-
6192	Use Permit	53,646	33,829	30,000	30,000	30,000
6195	Variance (Deviations)	6,194	14,296	4,800	4,800	4,800
6197	Zone Change	-	11,700	-	(5,550)	-
	Total - Planning Fees	225,718	256,173	194,600	193,115	173,700
	ENGINEERING					
6154	Miscellaneous -Engineering	10	-	150	-	-
6160	Plan Check	57,957	106,788	58,000	58,000	58,000
6188	Transportation Permits	31,054	3,487	175,000	180,000	32,000
	Total - Engineering	89,022	110,275	233,150	238,000	90,000

GENERAL FUND REVENUE 1001

Code	Revenue Classification	Actual Revenue 2017-18	Actual Revenue 2018-19	Amended Budget 2019-20	Estimated Revenue 2019-20	Adopted Budget 2020-21
	Sub Total - Community Development	1,637,528	1,548,131	1,489,350	1,543,550	1,340,950
	PARKS & RECREATION - PROGRAMS -6670					
5020	Adult Basketball	8,538	7,064	7,300	4,300	7,000
5050	Open Gym	15,049	12,881	13,000	10,000	11,500
5060	Softball	7,045	6,772	6,390	2,400	6,000
5090	Volleyball	5,220	-	-	-	-
5210	After School Program	301,564	367,273	342,000	272,000	332,000
5255	Day Camp	49,970	50,904	45,500	20,000	45,000
5305	Academic Tots	12,154	(288)	-	-	-
5315	Archery	855	-	-	-	-
5320	Arts & Crafts	31,908	28,282	20,000	18,000	20,000
5325	Ballet & Tap	12,721	14,654	14,000	12,000	13,000
5330	Baton Twirling	2,905	3,603	3,250	1,600	2,000
5335	Belly Dancing	475	-	-	-	-
5345	Cheer-Tumbling	9,730	9,531	8,300	7,800	8,500
5355	CPR & First Aid	878	302	-	-	-
5360	Dog Obedience	768	480	-	700	400
5365	Drivers Ed	956	1,368	1,100	1,000	1,000
5375	Golf Lessons	152	-	-	294	-
5380	Guitar Lessons	3,179	4,172	3,900	3,000	3,700
5405	Low Impact Aerobics	2,620	1,614	3,600	1,600	1,600
5415	Parent & Tot	2,435	9,352	8,000	204	-
5465	Summer Camps	3,959	13,870	3,000	8,000	12,000
5475	Tae Kwon Do	16,210	13,517	13,820	8,000	9,000
5480	Tai Chi	9,431	8,239	7,800	6,000	7,500
5485	Tennis	5,255	1,900	1,340	1,300	1,000
5491	Workshops and Clinics	452	-	-	92	-
5498	Yoga	9,774	8,628	9,200	5,700	6,500
5510	Flea Markets	3,094	2,670	3,400	960	2,600
5515	Craft Fairs	2,780	3,034	3,080	2,000	3,000
5525	Freedom Festival	7,062	6,775	8,550	4,000	5,900
5535	Concerts in the Park	5,170	3,375	2,625	1,500	3,375
5538	PBID Marketing	9,331	8,118	-	5,412	5,000
5540	Sponsorship Revenue	(383)	-	-	-	-
5580	Short/Over Recreation	156	-	-	-	-
5610	AV Most Talented Kid	186	111	210	94	100
5620	Bunny Run	4,268	2,903	3,875	2,056	2,400
5627	Cross Country Meet	165	-	-	-	-
5635	Firecracker Run	3,159	3,116	3,875	2,500	3,740
5644	Healthy Apple Valley	497	144	-	-	-
5665	Special Apples	468	448	-	86	100
5670	Teen Events	222	1,163	-	866	750
5680	Turkey 5K Run	3,665	1,629	3,875	3,788	3,300

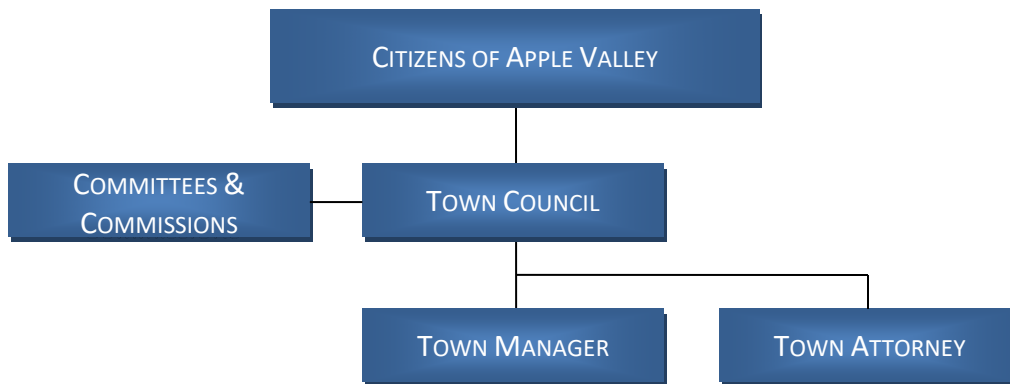
GENERAL FUND REVENUE 1001

Code	Revenue Classification	Actual Revenue 2017-18	Actual Revenue 2018-19	Amended Budget 2019-20	Estimated Revenue 2019-20	Adopted Budget 2020-21
5690	Teen Zone	246	207	-	-	-
5691	Toddler Olympics	295	260	450	65	250
5700	Rentals	110,798	126,219	155,555	140,000	110,000
5710	Lights	36,104	41,934	35,000	11,000	35,000
5720	Parking Fee	30,361	20,683	19,500	14,000	13,000
5805	User Group Disposal Fees	(6,060)	2,511	3,000	1,300	3,000
5810	Rents	39,327	30,135	27,500	17,500	25,000
5855	Adventures in PW Sports	3,214	3,274	3,640	3,000	3,640
5862	Coed Volleyball	731	6,678	6,500	500	6,240
5865	Father Son Basketball Tournament	(140)	-	-	-	-
5870	Winter Pee Wee/Hot Shots Basketball	7,819	7,408	5,500	5,400	4,680
5874	Summer Peewee/Hotshots Basketball	-	-	3,750	-	3,750
5875	Summer Youth Basketball	10,165	8,820	11,300	1,000	8,000
5890	Youth Basketball	18,453	20,846	21,000	22,000	20,000
5895	Youth Track Meet	-	-	50	-	-
5901	Admin Fee	7,077	11,626	8,000	6,500	7,500
5902	SCMAF fee	3,442	3,508	3,000	2,200	3,000
	Sub Total - Parks & Rec - Programs	815,875	881,713	844,735	631,717	761,025
	PARKS & RECREATION - AQUATICS -6640					
5120	Apple Valley Swim Club	7,474	7,844	10,125	4,500	6,000
5125	Concession Sales - Pool	5,586	5,066	5,500	3,700	4,000
5140	Evening Lap Swim	1,738	1,097	1,200	600	800
5145	Evening Rec Swim	3,471	3,896	10,000	6,000	8,000
5150	Guard Start	1,152	5,337	3,000	288	1,500
5155	Lifeguard Training	4,733	5,819	5,600	4,950	5,200
5160	Morning Lap Swim	12,807	11,593	13,000	8,000	12,250
5165	Open Diver Water Course	2,423	861	-	-	-
5170	Open Rec Swim	45,086	52,733	46,000	35,000	49,450
5175	Pool Rentals	58,642	79,969	79,000	79,000	78,500
5180	Pool Special Events	7,609	7,057	7,250	3,000	7,000
5190	Swim Lessons	60,908	66,704	68,000	20,000	64,000
5195	Water Aerobics	13,261	11,382	11,600	7,500	11,000
5580	Short/Over Recreation	(18)	2	-	-	-
	Sub Total - Parks & Rec - Aquatics	224,872	259,360	260,275	172,538	247,700
	Sub Total - Parks & Recreation	1,040,747	1,141,073	1,105,010	804,255	1,008,725
	OTHER REVENUES					
4148	Donations	-	(59)	-	47,085	-
4165	Miscellaneous Penalties or Fines	672	1,075	900	200	500
4168	Notary Fees	80	70	-	100	100
4170	Other Revenue Sources	70,964	30,272	10,000	4,000	4,000
4600	Line of Credit		3,000,000	5,000,000	3,000,000	2,000,000
4141	Advertising Revenue	1,707	5,273	5,300	1,500	3,000
4172	Passport Fees	43,520	41,440	37,450	25,000	25,000
4181	Refunds, Reimbursements	240,622	44,239	371,500	290,000	43,500
4183	Gain/Loss on Disposal of Fixed Assets	-	-	-	10,206	-
4184	Short/Over	627	1,508	-	-	-
4185	State Mandated Reimbursements	22,392	3,152	-	-	-

GENERAL FUND REVENUE 1001

Code	Revenue Classification	Actual Revenue 2017-18	Actual Revenue 2018-19	Amended Budget 2019-20	Estimated Revenue 2019-20	Adopted Budget 2020-21
4255	Interest Earnings	239,129	299,631	180,000	180,000	170,000
4275	Bus Passes	-	470	5,000	3,800	3,000
4370	Restitution	2,370	1,731	40,000	39,000	2,000
5570	Misc Recreation Revenue	(7,270)	(5,108)	1,000	4,200	-
5700	Rentals	91,347	97,845	92,526	375,000	100,000
6808	Emergency Preparedness Grants	16,984	39,703	27,200	27,200	16,893
6996	Town Store Sales	431	733	700	1,000	700
6999	Transfer In - 4108	-	650,000	253,168	253,167	-
6999	Administrative Overhead 5810	946,300	900,000	946,500	946,500	946,500
6999	Administrative Overhead 2010	817,600	817,600	817,600	228,395	105,710
6999	Administrative Overhead 5010	748,400	748,400	748,400	748,400	748,400
6999	Administrative Overhead 5510	-	789,400	789,400	789,400	790,000
6999	Transfer in - General Fund	691,181	-	-	-	-
	Subtotal - Other Revenues	3,927,055	7,467,375	9,326,644	6,974,153	4,959,303
	Total Revenue - General	32,303,217	35,694,207	36,621,918	33,371,650	32,457,207

TOWN COUNCIL



PROGRAM DESCRIPTION



The Town Council is the legislative body of the organization and is comprised of five members elected per District to four year overlapping terms of office. The Council Members also serve as the Successor Agency, Joint Powers Financing Authority 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.

2019-20 HIGHLIGHTS

- Apple Valley selected as the site location for the high-speed train station from Apple Valley to Las Vegas.
- Completion of the 1.35 million-square-foot Big Lots Distribution Center employing 400-500.
- Completed transition to a District-Based Community.
- Presented Sixth Annual Mayor’s Youth Leadership Summit.
- Named “Best City to Live In” in Daily Press’ “Best of the Desert” poll
- Presented 2019 State of the Town address

- 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.

2020-21 GOALS AND OBJECTIVES

The Town Council's Goals are reflected in its 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

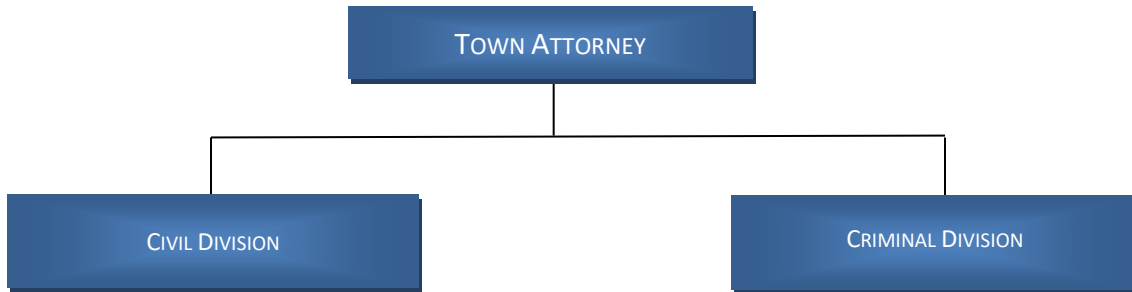
The Town Council will be revisiting and updating its Vision 2020 Strategic Plan to reflect new community goals and visions for the coming years.

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.



COUNCIL 1001-1010							
Code	Expenditure Classification	Actual Expense 2017-18	Actual Expense 2018-19	Amended Budget 2019-20	Estimated Expense 2019-20	% of Budget Expended	Adopted Budget 2020-21
Personnel Services							
7020	Wages, Part-time	48,679	49,493	49,960	48,661	97.4%	48,661
7110	Cafeteria Benefits	41,991	48,924	55,223	52,561	95.2%	52,249
7150	Medicare	1,198	1,149	1,201	1,035	86.2%	1,201
7160	PERS	11,544	11,277	8,056	12,611	156.5%	16,506
7165	Auto Allowance	34,214	34,786	34,200	34,200	100.0%	34,200
Total Personnel		137,627	145,629	148,640	149,068	100.3%	152,817
Operations & Maintenance							
7241	Meetings & Conferences	43,729	36,784	31,000	31,000	100.0%	-
7247	Membership & dues	250	-	500	-	0.0%	500
7253	Mileage Exp/Allowance	-	-	-	154	0.0%	-
7265	Office Supplies	5	-	500	200	40.0%	1,000
7277	Printing	6,234	5,440	4,000	4,000	100.0%	4,000
7295	Utilities: Phones	1,025	116	-	-	0.0%	-
7330	Hardware/Software Supplies/Exp	-	275	-	-	0.0%	-
7355	Rewards	-	-	1,000	1,000	100.0%	1,000
8940	Contracted Services	87,936	60,600	60,600	60,600	100.0%	60,600
Total Operations & Maint.		139,180	103,216	97,600	96,954	99.3%	67,100
Department Total		276,807	248,845	246,240	246,022	99.9%	219,917
Personnel Schedule		Actual 2017-18	Actual 2018-19	Actual 2019-20	Adopted 2020-21		
Part Time:							
Mayor & Town Council		2.50	2.50	2.50	2.50		
Total FTE's:		2.50	2.50	2.50	2.50		

TOWN ATTORNEY



PROGRAM DESCRIPTION

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

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

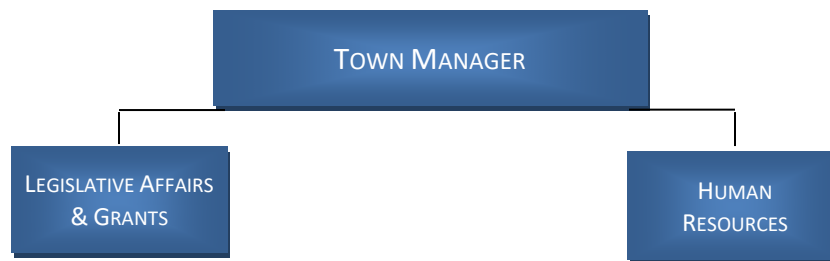
The **Civil Division** provides written and oral opinions to Town Council, the Town Manager, and the entire Town government on issues related to statutory compliance. The Civil Division serves as legal counsel to all of the Town’s boards and committees, including the Successor Agency to the former Town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



TOWN ATTORNEY 1001-1020

Code	Expenditure Classification	Actual Expense 2017-18	Actual Expense 2018-19	Amended Budget 2019-20	Estimated Expense 2019-20	% of Budget Expended	Adopted Budget 2020-21
8972	Legal Services - General	21,308	843	-	-	0.0%	-
8972-0402	Legal Services - Best, Best & Krieger	1,436,562	818,823	320,000	320,000	100.0%	400,000
	Total Operations & Maintenance	1,457,870	819,666	320,000	320,000	100.0%	400,000
	Department Total	1,457,870	819,666	320,000	320,000	100.0%	400,000

TOWN MANAGER



PROGRAM DESCRIPTION

The Town Manager serves as the Chief Executive Officer of the Town and Human Resources Manager. The Town Manager's primary role is to promote the effective delivery of municipal services. The Town Manager maintains active communication with federal, state and regional agencies as well as other local municipalities. The Town Manager ensures that Town Council policies and directives 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, 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, legislative advocacy, human resources, grants coordination and response to citizen concerns.

2019-20 HIGHLIGHTS

- Maintained current fiscal year budget expenditures despite a rise in costs.
- Commenced the submission of several State and Federal competitive grant applications totaling \$4,281,773.
- Continued to facilitate partnerships with member cities and towns within the League of California Cities.
- Implemented quarterly employee meetings to encourage enhanced and open communication.
- Reduced expenses by \$100,000 by transferring grant writing and management services to in-house only and cancelling federal advocacy services.
- Participated in League of California Cities Town/City Managers Department Meeting.
- Strengthened and increased joint Town and Chamber business outreach efforts.
- Continued Customer Service Training.
- Established protocols to maintain Town services during the Covid-19 pandemic.
- Implemented telework procedures for Town staff.
- Developed the Covid-19 Reopening Plan to return staff to Town facilities.
- Executes a variety Executive Orders during the Covid-19 pandemic.

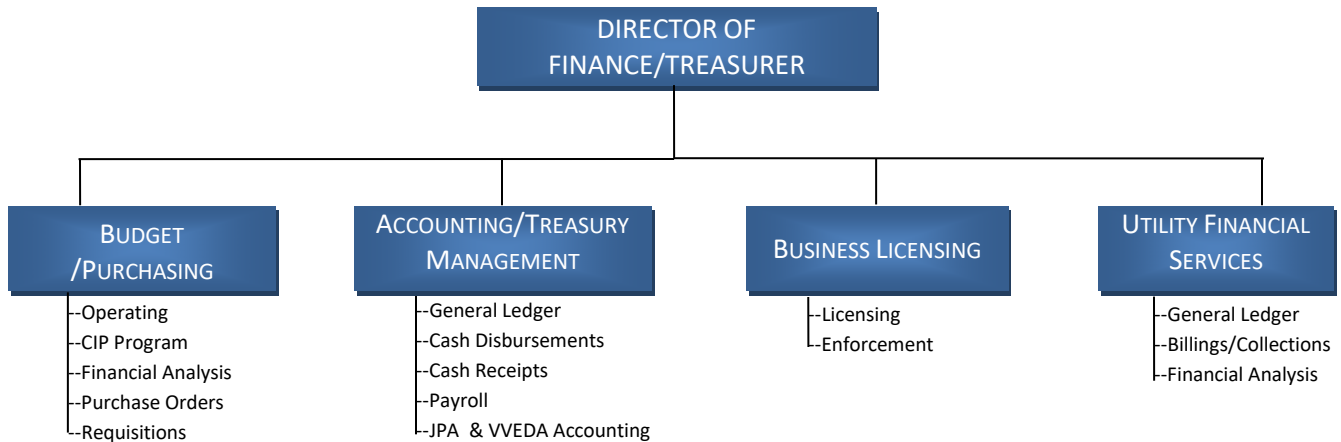
2020-21 GOALS AND OBJECTIVES

Department Performance Measures – Town Manager	
Objective	Measurement
Continue to develop public agency partnerships and strengthen existing relationships to bolster legislative advocacy efforts and promote regional economic development	Organize and facilitate multi-agency legislative advocacy efforts in Sacramento and Washington DC; Continue to partner with public agencies in hosting informational seminars for the public
Continue to take an active role in the League of California Cities partnership for the promotion and preservation of local control	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; Hold outreach meetings to encourage staff to identify potential new revenue sources
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
Establish a Historical Committee to document the Town’s history	Ongoing



TOWN MANAGER 1001-1030							
Code	Expenditure Classification	Actual Expense 2017-18	Actual Expense 2018-19	Amended Budget 2019-20	Estimated Expense 2019-20	% of Budget Expended	Adopted Budget 2020-21
Personnel Services							
7010	Salaries & Wages	447,601	365,995	405,658	402,375	99.2%	415,233
7020	Wages Part-Time	451	4,079	-	-	0.0%	-
7110	Cafeteria Benefits	26,414	25,657	35,191	34,537	98.1%	36,598
7120	Deferred Comp	9,773	39	-	-	0.0%	-
7140	RHS	1,923.86	1,758.40	22,881	24,000	104.9%	11,238
7150	Medicare	6,673	5,264	5,850	5,907	101.0%	6,142
7160	PERS	84,721	88,731	107,876	107,876	100.0%	122,396
7165	Auto Allowance	7,420	6,488	6,480	8,055	124.3%	12,000
7166	Phone Allowance	617	1,083	1,080	1,500	138.9%	3,180
Total Personnel		585,593	499,094	585,016	584,250	99.9%	606,787
Operations & Maintenance							
7229	Education & Training	-	-	-	75	0.0%	-
7241	Meetings & Conferences	14,805	14,611	20,000	20,000	100.0%	-
7247	Memberships & Dues	1,400	1,667	6,500	6,000	92.3%	20,625
7253	Mileage	329	354	2,000	2,000	100.0%	250
7265	Office Supplies	605	941	3,000	3,000	100.0%	500
7277	Printing	148	-	100	54	54.0%	-
8940	Contract Services	-	27,754	20,000	20,000	100.0%	-
Total Operations & Maint.		17,286	45,326	51,600	51,129	99.1%	21,375
Department Total		602,879	544,420	636,616	635,379	99.8%	628,162
Personnel Schedule		Actual 2017-18	Actual 2018-19	Actual 2019-20	Adopted 2020-21		
Full Time:							
	Town Manager	0.94	0.90	0.90	0.90		
	Executive Assistant	1.00	1.00	1.00	1.00		
	Special Projects Manager	1.00	1.00	1.00	1.00		
Total FTE's:		2.94	2.90	2.90	2.90		

FINANCE DEPARTMENT



DEPARTMENT DESCRIPTION

The Finance departmental operations are part of the administrative operations reporting to the Director of Finance/Treasurer. 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.

2020-21 PROGRAMMATIC CHANGES

The FY 20-21 adopted budget for the Finance Department is \$1,195,097, which reflects a 9 percent decrease from the previous year primarily due to the elimination of the onetime fees associated with the initiation of the Letter of Credit financing.

2019-20 HIGHLIGHTS

- Received the Certificate of Achievement Award for Excellence in Financial Reporting from the Government Finance Officers Association (GFOA) for the sixteenth time for Fiscal Year 2018.
- Received the Distinguished Budget Presentation Award from the GFOA for the fifth time for Fiscal Year 2018.
- Received the Operating Budget Excellence Award from the CSMFO for the fourth time for Fiscal Year 2018.
- Continued reformatting the budget document to improve financial reporting practices and public disclosure of financial information.
- Implemented a new cashiering system.
- Updated user Fee Schedule Book as part of a master resolution for Council adoption.
- Prepared one Recognized Obligation Payment Schedules (ROPS) for the RDA dissolution process.

- Revised the Cash Management function and initiated revision of the Town's Cost Allocation Plan (CAP).

2020-21 GOALS AND OBJECTIVES

- Adopt budget balancing strategies to reduce/eliminate the structural budgetary imbalance in the General Fund.
- 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.
- Issue the Town's financial statements by the end of November annually.

- 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.

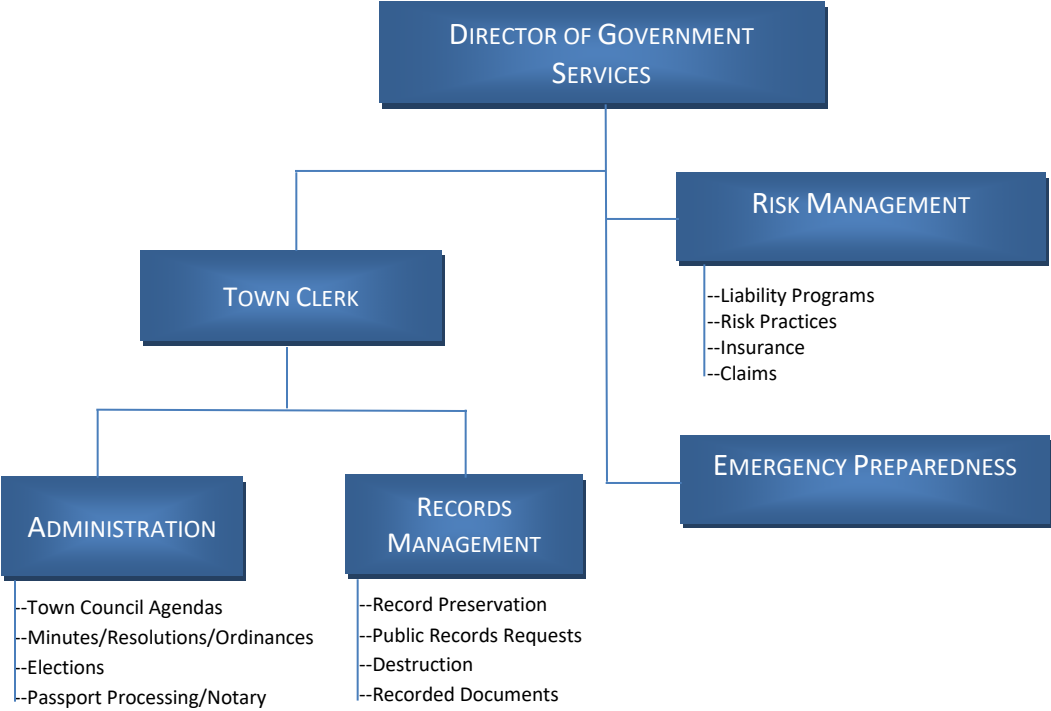
- Efficiently provide purchasing services and coordinate bidding procedures for all departments.
- Assist in implementing automated time sheet reporting.
- Revise purchasing ordinance and implement new purchasing procedures.
- Update user fees as part of a master resolution for Council adoption by the end of May each year.
- Continue to improve the formatting of the operating and capital improvement budget.

Department Performance Measures – Finance				
	Actual FY 18-19	Goal FY 19-20	Est. FY 19-20	Goal FY 20-21
Number of Audit Adjustments (Auditor Recommended)	0	0	0	0
Years Received GFOA CAFR Award	15	15	16	17
Years Received GFOA Distinguished Budget Award	4	5	5	6
Years Received CSMFO Operating Budget Excellence Award	3	4	4	5
Accuracy Forecasting Expenditures – General Fund	99%	98%	98%	99%
Accuracy Forecasting Revenues – General Fund	93%	98%	98%	99%
Average days to process purchase order (informal bids)	5	5	5	4
Number of budget adjustments processed	18	25	15	15
Accounts Payable Checks Issued	5,893	5,400	5,700	5,400
Number of payroll checks issued	4,657	4,110	4,476	4,270
Number of purchase orders issued	46	60	60	60
Number of contracts monitored	25	25	24	24
Number of business licenses processed	2,113	2,310	2,310	2,315
Number of accounts receivable invoices processed	111	120	125	120
Number of Utility invoices processed	145,250	144,200	160,000	160,000
Property Liens Processed	2,155	2,350	2,020	2,100
Property Liens Released	2,058	2,450	750	1,200
Refunds Issued	1,240	980	1,150	1,100



FINANCE 1001-1050							
Code	Expenditure Classification	Actual Expense 2017-18	Actual Expense 2018-19	Amended Budget 2019-20	Estimated Expense 2019-20	% of Budget Expended	Adopted Budget 2020-21
Personnel Services							
7010	Salaries & Wages	769,609	511,903	604,267	614,400	101.7%	593,548
7020	Wages Part-Time	38,696	237	4,880	3,121	64.0%	-
7025	Part Time Sick Leave	339	-	-	-	0.0%	-
7030	Wages - Overtime	170	166	4,000	3,000	75.0%	3,000
7110	Cafeteria Benefits	71,224	51,894	76,687	75,320	98.2%	80,000
7120	Deferred Comp	25,309	110	-	-	0.0%	-
7140	RHS	2,955	1,897	2,792	3,087	110.6%	2,998
7150	Medicare	12,141	7,212	9,118	9,268	101.6%	8,694
7160	PERS	104,727	113,776	148,141	148,141	100.0%	161,007
7165	Auto Allowance	8,752	5,520	4,622	6,020	130.2%	6,020
7166	Phone Allowance	-	-	-	352	0.0%	1,200
Total Personnel		1,033,921	692,716	854,507	862,709	101.0%	856,467
Operations & Maintenance							
7229	Education & Training	687	2,382	6,200	5,366	86.5%	4,375
7241	Meetings & Conferences	10,147	11,102	9,500	6,617	69.7%	-
7247	Memberships & Dues	2,600	1,715	1,500	1,500	100.0%	1,445
7253	Mileage	407	508	500	150	30.0%	400
7259	Miscellaneous	-	943	-	163	0.0%	-
7265	Office Supplies	3,161	2,563	3,000	3,400	113.3%	3,500
7275	Bus Passes	-	3,668	3,000	3,000	100.0%	3,500
7277	Printing	158	249	685	200	29.2%	200
7289	Subscriptions	-	-	195	194	99.5%	195
7330	Hardware/Software Supplies	-	418	120	120	100.0%	300
7370	Special Dept Supplies	119	-	800	500	62.5%	-
7600	Line of Credit Expenditures	-	174,626	66,450	66,450	100.0%	-
8916	Audit	37,900	38,000	44,000	44,000	100.0%	47,000
8940	Contract Services	83,134	121,719	123,800	80,000	64.6%	19,000
9860	Line of Credit-Interest	-	90,076	200,000	210,000	105.0%	250,000
Total Operations & Maint.		138,313	447,970	459,750	421,660	91.7%	329,915
Department Total		1,172,234	1,140,687	1,314,257	1,284,369	97.7%	1,186,382
Personnel Schedule							
		<u>Actual 2017-18</u>	<u>Actual 2018-19</u>	<u>Actual 2019-20</u>	<u>Adopted 2020-21</u>		
Full Time:							
Assistant Town Manager		0.90	0.00	0.00	0.00		
Director of Finance		0.00	0.88	0.88	0.88		
Assistant Director of Finance		0.88	0.00	0.00	0.00		
Finance Analyst		0.00	0.00	0.94	0.94		
Finance Manager		0.00	0.94	0.00	0.00		
Accountant, Senior		0.98	0.00	0.00	0.00		
Accountant II		0.00	0.00	0.60	0.60		
Accountant I		0.92	0.91	0.92	0.92		
Administrative Analyst II		0.50	0.47	1.00	1.00		
Accounting Technician		0.00	0.00	1.00	1.00		
Account Clerk II		3.00	3.00	2.95	2.95		
Executive Secretary		0.98	0.95	0.00	0.00		
Part Time:							
Office Assistant, Senior		0.00	0.00	0.30	0.00		
Total FTE's:		8.16	7.15	8.59	8.29		

GOVERNMENT SERVICES



DEPARTMENT DESCRIPTION



The Government Services Department is staffed with four (4) positions that include the Director/Town Clerk, two Deputy Town Clerks and a Senior Administrative Assistant. The primary responsibilities for this department are Council Support Services, Records Management, Administrative Processing, Board Administration, Election Services, Risk Management and Emergency Preparedness. 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.

Town of Apple Valley

DIVISION/MAJOR PROGRAM DESCRIPTION

Council Support Services

The Government Services Department works closely with the Town Council and is responsible for preparing agendas and transcribing minutes for the Town Council and the Successor Agency. 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.

Administrative Process

The Government Services Department 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 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. Passport and Notary Services are available to the public enhancing our community service to residents.

Elections

As the Elections Official, the Town Clerk, in coordination with the San Bernardino County Elections Office, processes all documents for Council candidates within the timeframe established by the Secretary of State. This process includes 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.

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.

Risk Management

The purpose of the Risk Management Division is to ensure that all Town employees are provided a safe work environment, protected from injury, by ensuring safety training programs are conducted and managing compliance to State safety mandates. The Risk Management Division also provides all necessary coordination and reporting with the Occupation Safety and Health Administration (OSHA) and ensures that the Town continues to meet its obligations under all regulatory programs including the American with Disabilities Act (ADA).



Emergency Preparedness

The Government Services Department is responsible the Town’s Emergency Preparedness Services.

2019-20 HIGHLIGHTS

- Created a more efficient Agenda Management System utilizing existing software.
- Completed Update and Approval of the Records Retention Schedule.
- Discovery documentation for legal review provided in electronic format, reducing the amount of paper records
- Increased the amount of Records Requests provided in electronic format.
- Continued training for new department employees in both Town Clerk and Risk Management functions.

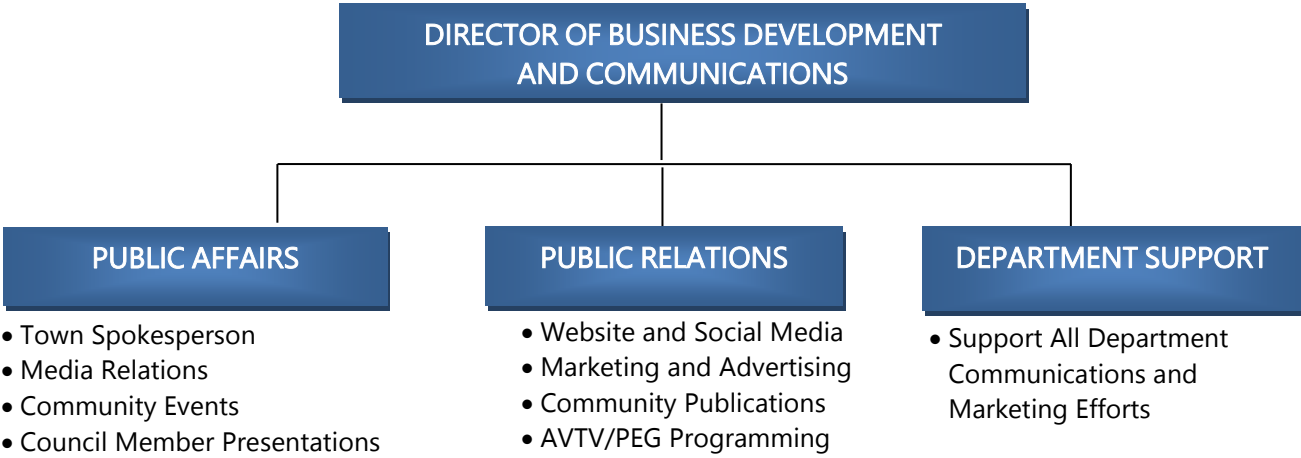
2020-21 GOALS AND OBJECTIVES

- Develop a standardized checklist for office operations under the responsibility of the Government Services Department.
- Assist with the collection of data needed for the 2020 Census.
- Conduct the Town’s first District Election for two Council seats.
- Be more proactive in risk assessment for the Town of Apple Valley.
- Work closely with Department staff to ensure their documentation is processed according to the new retention schedule.

Department Performance Measures		
	Actual FY 19-20	Goal FY 20-21
Government Services		
Accuracy on agenda packet	85%	100%
Process documents within one week of meeting.	90%	100%
FPPC documents collected prior to deadline.	95%	100%
Process subrogation documents within three days of receipt	80%	90%
Input Certificate of Insurance into database upon receipt	---	90%

TOWN CLERK 1001-1060							
Code	Expenditure Classification	Actual Expense 2017-18	Actual Expense 2018-19	Amended Budget 2019-20	Estimated Expense 2019-20	% of Budget Expended	Adopted Budget 2020-21
Personnel Services							
7010	Salaries & Wages	277,570	252,599	331,319	331,319	100.0%	350,060
7110	Cafeteria Benefits	27,721	19,320	37,425	37,425	100.0%	46,573
7120	Deferred Compensation	15,775	79	-	-	0.0%	-
7140	RHS	1,288	1,156	1,550	1,688	108.9%	1,783
7150	Medicare	4,194	3,696	4,590	4,996	108.8%	5,170
7160	PERS	67,410	65,559	95,530	95,534	100.0%	110,469
7165	Auto Allowance	6,569	6,502	4,998	6,500	130.1%	6,498
Total Personnel		400,527	348,912	475,412	477,462	100.4%	520,553
Operations & Maintenance							
7205	Advertising	1,763	5,761	4,000	4,000	100.0%	4,000
7229	Education & Training	1,786	412	2,500	2,000	80.0%	4,000
7241	Meetings & Conferences	3,320	4,206	3,900	3,914	100.4%	-
7247	Memberships & Dues	1,288	560	1,000	500	50.0%	1,500
7253	Mileage	138	479	500	500	100.0%	700
7265	Office Supplies	1,656	1,499	2,000	1,500	75.0%	2,000
7277	Printing	136	-	1,000	200	20.0%	1,000
7315	Election	(43,568)	(3,475)	-	-	0.0%	60,000
7330	Hardware/Software Supplies	-	5,231	-	-	0.0%	-
8940	Contract Services	8,353	6,965	5,000	3,000	60.0%	5,000
9065	Leased Equipment	3,719	4,861	-	(336)	0.0%	-
Total Operations & Maint.		(21,408)	26,499	19,900	15,278	76.8%	78,200
Department Total		379,119	375,411	495,312	492,740	99.5%	598,753
Personnel Schedule		Actual 2017-18	Actual 2018-19	Actual 2019-20	Adopted 2020-21		
Full Time:							
	Town Clerk/Dir of Gov Services	0.96	0.95	0.95	0.95		
	Records Technician	0.00	1.00	0.00	0.00		
	Administrative Assistant, Senior	0.00	0.00	1.00	1.00		
	Deputy Town Clerk	2.00	1.00	2.00	2.00		
Total FTE's:		2.96	2.95	3.95	3.95		

PUBLIC INFORMATION OFFICE



DEPARTMENT DESCRIPTION

The Public Information Office (PIO) is led by the Director of Business Development and Communications and is staffed by two Public Relations Specialists and a Senior Administrative Assistant. The chief duties include Public Affairs, Public Relations and Internal Support, which stem from collaborative engagement with other Town departments to curate accurate and timely information to promote Town services and events.

Public Affairs manages communications during Town policy considerations and changes, at times of emergency or critical public service announcements, directs media relations, and helps produce special events including ground breakings and grand openings. PIO provides support to the Town Council at community events such as Patriot Day, Memorial Day, and serves as a Town representative at community meetings including service clubs, Rotary and Lions.



Public Relations communicates with Town residents, businesses, and stakeholders, via an array of media including news releases, traditional advertising such as print and radio, digital communications such as websites and social media, the Our Town Newsletter (printed and mailed three times per year to every residence and business in Apple Valley); programming content for the AVTV/PEG government access channel; and special projects, such as the annual State of the Town Address, the annual Community Calendar and specialty programs such as Adopt-A-Street volunteer management.

Department Support means PIO is providing marketing and communications expertise and service to other Town departments to assist with promoting their services and products, events and programs, by way of writing, photography, videography, graphic design, and website content development. Examples include support for the Support Apple Valley Events (SAVE) fundraising campaign, coverage of Recreation events and activities, Animal Services adoption awareness and special events, and Code Enforcement community enhancement programs.

PROGRAM CHANGES FOR 2020-21

PIO will increase paid advertising to ensure that more people know about and participate in more of the services and events the Town provides. PIO will continue to enhance digital marketing including social media, which has better engagement results for less cost. PIO will also increase internal marketing support by leveraging the collaboration developed by the newly launched Marketing and Communications Working Group, comprised of representatives from most Town departments, to study and implement best practices and collaborate on marketing campaigns, community messaging, and to increase economies-of-scale opportunities and cost-savings measures.

2019-20 HIGHLIGHTS

- Created new marketing campaign to increase awareness of Code Enforcement beautification programs and services, including Cleanup and Tire Drop Off days as well as HHW Saturdays
- Partnered with Sunset Hills and Academy for Academic Excellence (AAE) to co-host and invite public to Memorial Day and Patriot Day commemorations
- Added monthly digital edition of the tri-annual mailed Our Town newsletter to increase communication frequency
- Produced annual State of the Town Address with AV Chamber of Commerce
- Increased SAVE campaign fundraising by 300% over the previous year's campaign and secured a new presenting sponsor
- Provided paid-for marketing support of the Village PBID District events
- Designed and distributed 5,000 copies of Town community calendar
- Promoted Freedom Festival, Pet Fair, Mayor's Weight Loss Challenge, etc.
- Rebranded video series to "We Serve Apple Valley" to highlight the duties and services of Town staff



2020-21 GOALS AND OBJECTIVES

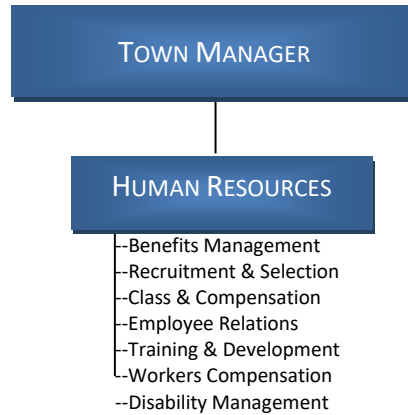
- Manage media relations and inquiries
- Write speeches, press releases, and news briefs
- Increase paid digital and social media advertising of key Town events and services
- Continue "Faces and Places" video series, highlighting the people, culture, spaces and landmarks of
- Increase awareness to residents and business of available community resources and nonprofits serving homeless and panhandlers, including Sheriff's HOPE program
- Expand AVTV/PEG programming and live coverage of special events
- Publish three Our Town community newsletters
- Facilitate State of the Town presentation
- Provide marketing support to departments
- Pursue professional development/best practices

PERFORMANCE MEASURES

	Actual FY16-17	Actual FY17-18	Actual FY18-19	Estimate FY19-20	Goal FY20-21
Press Releases and News Briefs Issued	53	54		52	75
Social Media Followers	38,786	43,241	44,000	50,100	53,000

PUBLIC INFORMATION 1001-1070							
Code	Expenditure Classification	Actual Expense 2017-18	Actual Expense 2018-19	Amended Budget 2019-20	Estimated Expense 2019-20	% of Budget Expended	Adopted Budget 2020-21
Personnel Services							
7010	Salaries & Wages	391,258	155,025	169,138	175,899	104.0%	255,175
7020	Wages - Part Time	3,766	-	-	-	0.0%	-
7030	Wages - Overtime	156	-	-	-	0.0%	-
7110	Cafeteria Benefits	39,664	25,883	25,753	29,317	113.8%	36,476
7120	Deferred Comp	7,179	-	-	-	0.0%	-
7140	RHS	1,573.93	735.58	846	894	105.7%	1,293
7150	Medicare	5,744	2,068	2,453	2,526	103.0%	3,750
7160	PERS	87,440	39,959	49,541	49,327	99.6%	78,812
7165	Auto Allowance	5,879	-	-	1,100	0.0%	3,420
7166	Phone Allowance	-	-	-	750	0.0%	-
Total Personnel		542,659	223,670	247,731	259,813	104.9%	378,926
Operations & Maintenance							
7205	Advertising	9,593	3,748	20,000	8,000	40.0%	20,000
7211	Council & Commissions	-	-	500	-	0.0%	-
7229	Education & Training	100	95	2,750	500	18.2%	4,000
7241	Meetings & Conferences	175	1,713	1,600	84	5.3%	-
7247	Memberships & Dues	1,265	1,005	1,000	1,000	100.0%	1,200
7253	Mileage	-	-	1,000	-	0.0%	1,000
7265	Office Supplies	342	47	500	500	100.0%	500
7271	Postage	20,000	20,000	18,650	18,650	100.0%	19,000
7277	Printed Materials	23,365	24,713	26,500	26,000	98.1%	27,000
7289	Subscriptions	764	600	1,000	600	60.0%	250
7327	Grand Openings/Ground Brea	358	1,578	2,000	2,000	100.0%	-
7330	Hardware/Software Supplies	129	681	800	500	62.5%	500
7370	Special Dept. Supplies	6,637	6,490	5,000	7,500	150.0%	-
7865	Community Activities	2,594	450	4,000	4,000	100.0%	16,500
7977	Adopt a Street/Trail	1,115	2,620	3,000	2,500	83.3%	-
8940	Contract Services	5,087	5,075	10,000	10,000	100.0%	12,000
9052	Gas, Diesel, Oil	86	168	-	-	0.0%	-
9091	Vehicle Maintenance	98	-	-	-	0.0%	-
Total Operations & Maint.		71,709	68,984	98,300	81,834	83.2%	101,950
Special Events							
7810	Community Clean-up	2,477	-	-	-	0.0%	-
7830	Tree Lighting	2,788	-	-	-	0.0%	-
Total Special Events		5,265	-	-	-	0.0%	-
Department Total		619,634	292,654	346,031	341,647	98.7%	480,876
Personnel Schedule		Actual 2017-18	Actual 2018-19	Actual 2019-20	Adopted 2020-21		
Full Time:							
Dir of Stakeholder/Engage/Comm		0.50	0.00	0.00	0.00		
Director of Business Dev & Comm		0.00	0.00	0.15	0.50		
Public Relations Specialist, Senior		0.00	0.00	1.00	1.00		
Public Relations Specialist		2.00	2.00	1.00	1.00		
Administrative Assistant, Senior		0.00	0.00	0.25	0.50		
Administrative Secretary		1.00	0.25	0.00	0.00		
Part Time:							
Event Coordinator - PT		0.13	0.00	0.00	0.00		
Total FTE's:		3.63	2.25	2.40	3.00		

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 Benefits Management, Recruitment and Selection, Classification and Compensation, Employee Relations, Employee Training and Development, Workers Compensation and Disability 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 two full-time staff to handle the Town’s Human Resources duties. The Department treats every applicant and employee with respect and dignity throughout their recruitment, selection, and employment with the Town. For the upcoming year, Human Resources



Resources

staff will continue to focus on finding new methods for boosting employee performance and engagement, providing employees with up-to-date training opportunities and tools to increase employee development, continued access to health and wellness information, and maintaining compliance with state laws and regulations.

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, Human Resources staff conducts classification studies, when needed, to establish new job descriptions.

Benefits Administration: Human Resources staff works closely with our insurance broker and CalPERS Health to maintain a cost-effective employee benefits program 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 through a combination of online and classroom trainings.

Disability/Workers' Compensation/Safety: Human Resources ensures the Town continues to meet its obligations under all regulatory programs including the 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 as well as modified duty program to accommodate employee injuries. 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.

2019-2020 HIGHLIGHTS

- The Employee Shout Out Program continues to provide a mechanism for employees to recognize excellence in their peers
- The revamped monthly HR Newsletter provides staff with relevant information on Town events, FAQ's, department spotlights, and benefit information
- The Walking Club was reinstated with new monthly walking challenges to promote employee health and wellness
- Completed Classification and Compensation Study and implemented final findings and recommendations
- Successfully transitioned the Town to CalPERS Health for medical benefits
- Continues to offer web-based and in-person training programs in partnership with California Joint Powers Insurance Authority
- Increased employee participation and attendance at the annual employee Health & Wellness Fair

2020-2021 GOALS AND OBJECTIVES:

- Review and update the Town's Policy and Procedure Manual
- Update employment application and new hire orientation process
- Continue to evaluate the processes within the Human Resources functions to maximize efficiency of staff and processes
- Continue to expand employee engagement efforts
- Develop new training opportunities for all employees
- Develop Disciplinary Process Handbook for Supervisors and Managers
- Increase participation in online training programs in a variety of work-related topics for all staff
- Continue to monitor changes in employment law requiring updates to policies and procedures.

Department Workload Indicators			
	Actual FY 18-19	Estimated FY 19-20	Goal FY 20-21
Number of Recruitments	32	19	20
Number of Applications Received	715	600	600
Number of Applicants Interviewed	220	200	200
Number of New Hires	49	30	-
Number of Retirements	4	2	1
Number of Promotions	9	5	-
Number of Personnel Action Forms Processed	497	600	500
Average number of days to process personnel action forms (new hires, promotions, status change, enrollments, etc.)	3	3	2
Training Hours Offered	57	45	50
Average number of days to process training documents after completion of session	1	1	1
Number of Workplace Injury Claims	11	4	3

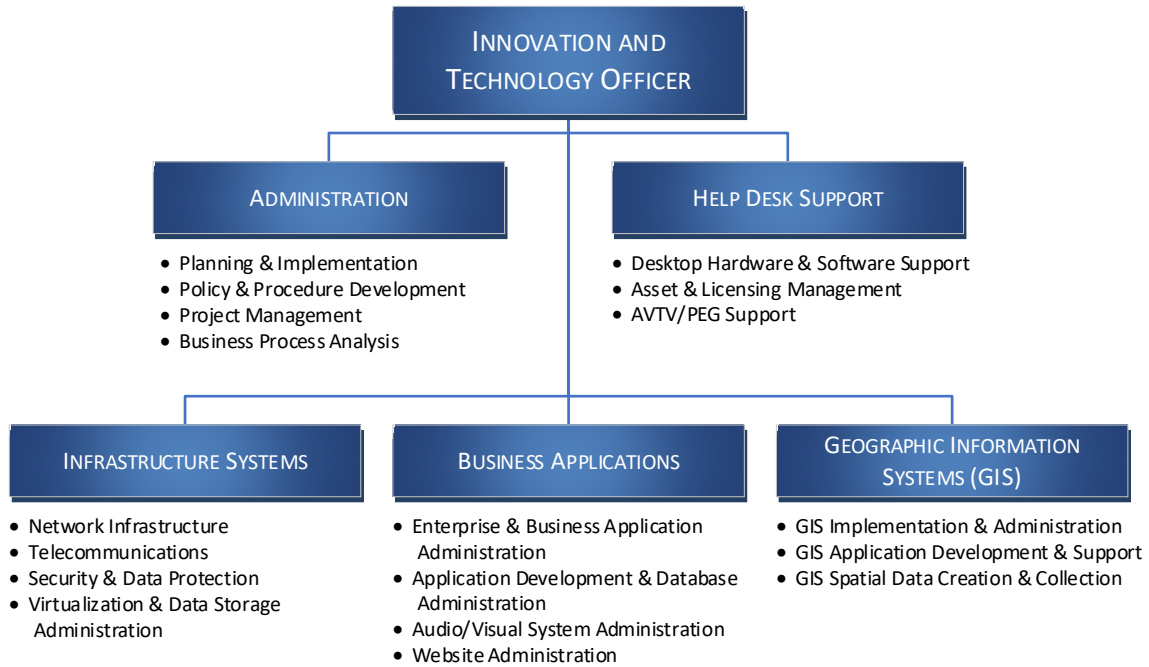


HUMAN RESOURCES 1001-1080

Code	Expenditure Classification	Actual Expense 2017-18	Actual Expense 2018-19	Amended Budget 2019-20	Estimated Expense 2019-20	% of Budget Expended	Adopted Budget 2020-21
Personnel Services							
7010	Salaries & Wages	379,134	97,587	94,610	83,867	88.6%	122,574
7020	Wages Part-Time	10,560	25,872	15,181	14,138	93.1%	-
7025	Part Time Sick Leave	208	377	-	-	0.0%	-
7110	Cafeteria Benefits	26,249	13,948	14,272	18,787	131.6%	12,505
7120	Deferred Comp	9,264	17	-	-	0.0%	-
7140	RHS	1,100.70	481.58	523	489	93.5%	613
7150	Medicare	5,182	1,983	1,751	1,462	83.5%	1,778
7160	PERS	62,682	24,061	17,148	23,315	136.0%	26,967
7165	Auto Allowance	5,714	-	-	-	0.0%	-
7166	Phone Allowance	-	-	-	500	0.0%	-
Total Personnel		500,094	164,326	143,485	142,558	99.4%	164,437
Operations & Maintenance							
7205	Advertising	813	628	800	800	100.0%	800
7229	Education & Training	6,096	1,268	300	300	100.0%	300
7241	Meetings & Conferences	4,789	922	3,429	1,811	52.8%	-
7247	Memberships & Dues	947	502	600	600	100.0%	903
7265	Office Supplies	360	609	750	750	100.0%	1,000
7277	Printing	159	13	150	150	100.0%	150
7289	Subscriptions	229	-	300	500	166.7%	500
7330	Hardware/Software Supplies	142	72	-	-	0.0%	-
7370	Special Dept Supplies	561	348	500	500	100.0%	830
8940	Contract Services	6,867	45,615	14,200	14,750	103.9%	500
Total Operations & Maint.		20,963	49,977	21,029	20,161	95.9%	4,983
Department Total		521,057	214,304	164,514	162,719	98.9%	169,420

Personnel Schedule	Actual 2017-18	Actual 2018-19	Actual 2019-20	Adopted 2020-21
Full Time:				
Assistant Town Manager	1.00	0.00	0.00	0.00
Human Resources Analyst	0.00	0.00	1.00	1.00
Administrative Analyst II	0.50	0.47	0.00	0.00
Administrative Analyst I	1.00	1.00	0.00	0.00
Human Resources Assistant	0.00	0.00	0.00	1.00
Office Assistant	0.00	0.00	1.00	0.00
Part Time:				
Program Assistant	0.50	0.67	0.00	0.00
Total FTE's:	3.00	2.14	2.00	2.00

INNOVATION AND TECHNOLOGY



DEPARTMENT DESCRIPTION

The Department of Innovation and Technology is dedicated to leading, supporting and providing professional and innovative technology solutions. The Department continually monitors critical systems to ensure data integrity and security, and will continue driving the Town’s technology forward, providing technology solutions to meet the needs of Town staff and the public. The Department provides infrastructure and business application analysis, design, implementation, administration, maintenance and support to the Town’s users.

2020-21 PROGRAMMATIC CHANGES

The Department of Innovation and Technology continues to consolidate technology solutions previously budgeted under individual Town Departments, in order to provide a concise technology budget and improved operational oversight. The Department will implement several computer upgrades to provide better information processing and security, and audio visual system upgrades to the Council Chambers and Apple Valley Conference Center to provide improved Town meeting broadcasting quality and modern technical functionality.

2019-20 HIGHLIGHTS

- Increased Internet and Wide Area Network (WAN) connection speeds to improve data communication and processing
- Upgraded the Town’s Virtual Server and Storage solution, providing improved performance of systems
- Rebooted the Town’s Geographic Information Systems (GIS) Implementation, providing internal Departments and staff with access to geospatial data to aid in daily duties and projects
- Upgraded the Town’s Cashiering System to provide better performance and functionality

Ongoing system and security improvements

2020-21 GOALS AND OBJECTIVES

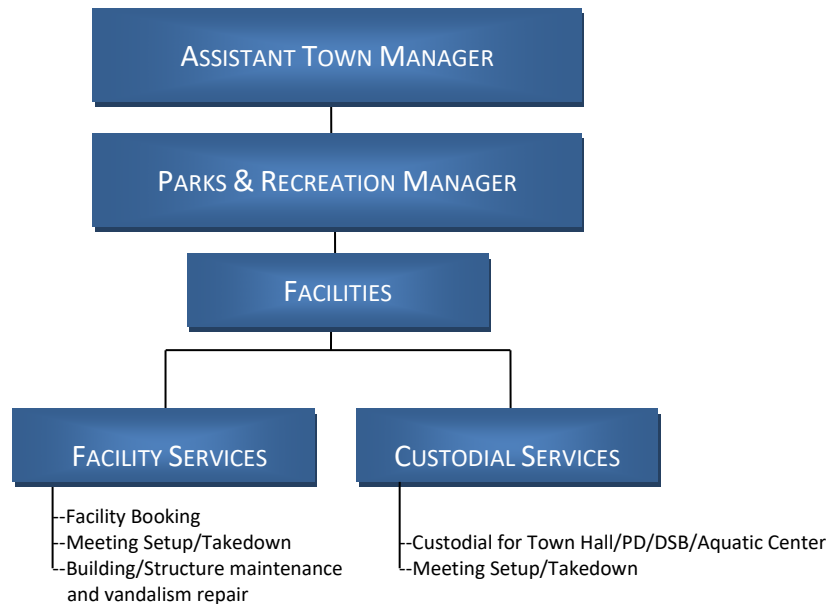
- Continual infrastructure and communication system, and business application improvements and enhancements
- Upgrade the Audio Visual systems in Council Chambers and the Conference Center
- Implement a Sewer System Asset Management and Work Order system
- GIS improvements and further development of web-based maps and apps for Town staff and the public
- Continue to lead technology efforts and provide optimal innovative solutions and support to Town department
- Develop a five-year technology plan to maximize Town wide operational efficiency

INNOVATION & TECHNOLOGY 1001-1090							
Code	Expenditure Classification	Actual Expense 2017-18	Actual Expense 2018-19	Amended Budget 2019-20	Estimated Expense 2019-20	% of Budget Expended	Adopted Budget 2020-21
Personnel Services							
7010	Salaries & Wages	86,818	154,169	225,707	225,674	100.0%	253,448
7030	Overtime	131	524	3,500	3,500	100.0%	6,000
7110	Cafeteria Benefits	13,810	25,792	35,531	34,699	97.7%	36,898
7120	Deferred Comp	1,091	13	-	-	0.0%	-
7140	RHS	429	735	1,243	1,152	92.7%	1,279
7150	Medicare	1,259	2,123	3,624	3,391	93.6%	3,710
7160	PERS	15,710	36,239	57,351	57,351	100.0%	69,118
7165	Auto Allowance	-	-	-	-	0.0%	3,000
7166	Phone Allowance	-	557	1,525	1,525	100.0%	2,460
Total Personnel		119,248	220,152	328,481	327,292	99.6%	375,913
Operations & Maintenance							
7229	Education & Training	-	130	3,000	5,000	166.7%	3,000
7241	Meetings and Conferences	45	-	700	621	88.7%	-
7247	Membership and Dues	-	-	260	300	115.4%	150
7253	Mileage	-	-	-	-	0.0%	900
7265	Office Supplies	-	13	2,000	2,500	125.0%	2,500
7289	Subscriptions	14	144	2,250	2,500	111.1%	2,000
7295	Utilities: Phones, Internet, Cell Pho	-	-	149,650	150,000	100.2%	162,620
7330	Hardware/Software Supplies/Exp	20,215	34,359	58,270	49,650	85.2%	56,850
8940	Contract Services	225,502	83,249	257,000	257,000	100.0%	360,158
Total Operations & Maint.		245,776	117,895	473,130	467,571	98.8%	588,178
Department Total		365,024	338,047	801,611	794,863	99.2%	964,091
Personnel Schedule		Actual 2017-18	Actual 2018-19	Actual 2019-20	Adopted 2020-21		
Full Time:							
	Innovation and Technology Officer	0.00	1.00	1.00	1.00		
	Information Technology Supervisor	1.00	0.00	0.00	0.00		
	Innovation and Technology Specialist	0.00	1.00	1.00	1.00		
	Innovation and Technology Technician	1.00	1.00	1.00	1.00		
Total FTE's:		2.00	3.00	3.00	3.00		

GENERAL GOVERNMENT

GENERAL GOVERNMENT 1001-1200							
Code	Expenditure Classification	Actual Expense 2017-18	Actual Expense 2018-19	Amended Budget 2019-20	Estimated Expense 2019-20	% of Budget Expended	Adopted Budget 2020-21
Operations & Maintenance							
9860	Interest	317,886	44	-	800	0.0%	1,000
7140-1000	Health Benefits - Retirees	131,974	162,708	160,000	160,000	100.0%	170,000
7205	Advertising	99	-	5,000	-	0.0%	-
7206	Banking Fees	-	-	-	20,000	0.0%	20,200
7207	Banking Fees - Check 21	555	33,778	600	3,600	600.0%	3,600
7217	Credit Card Costs	129,575	157,342	125,000	115,000	92.0%	120,000
7229	Education & Training	432	-	-	-	0.0%	-
7235	Insurance	1,230,907	997,790	1,117,000	1,146,000	102.6%	1,389,778
7241	Meetings & Conferences	15	-	-	-	0.0%	-
7247	Memberships & Dues	41,702	65,062	57,770	50,000	86.6%	54,100
7259	Miscellaneous	17,442	229,412	11,000	75,000	681.8%	14,850
7265	Office Supplies	17,836	11,355	12,000	15,000	125.0%	16,000
7271	Postage	35,660	27,488	40,000	35,000	87.5%	40,000
7277	Printing	7,397	6,959	7,500	15,000	200.0%	13,030
7289	Subscriptions	120	217	150	235	156.7%	200
7310	Assessment district Costs	3,437	3,609	4,000	3,790	94.8%	4,000
7335	NPDES Compliance	-	-	130,000	35,000	26.9%	50,000
7336	NPDES-Compliance-CAA	-	-	25,000	-	0.0%	10,000
7384	Damage Claims	-	-	-	10,000	0.0%	10,000
8912	Administration	-	-	-	1,600	0.0%	-
8916	Audit	-	-	-	10,000	0.0%	25,000
8940	Contract Services	137,855	62,347	75,000	60,000	80.0%	70,000
8941	Acquisition	-	856,717	3,650,000	3,650,000	100.0%	2,000,000
9010	PEG Channel Expenses	83,368	-	11,185	11,185	100.0%	-
9052	Gasoline, Diesel, Oil	-	-	-	100	0.0%	-
9091	Vehicle Maintenance	264	45,709	-	-	0.0%	-
9140	Vehicle & Equipment	-	-	150,000	150,000	100.0%	150,000
Total Operations & Maintenance		2,156,525	2,660,536	5,581,205	5,567,310	99.8%	4,161,758
9600	Transfers	-	-	442,553	442,553	100.0%	-
9999	Transfer out - 2010	273,289	-	-	-	0.0%	-
9999	Transfer out - 2120	327,462	-	-	-	0.0%	-
9999	Administrative Overhead 2510	691,181	-	-	-	0.0%	-
9999	Transfer out - 5710	436,601	418,981	443,936	864,936	194.8%	470,000
Department Total		3,885,058	3,079,517	6,467,694	6,874,799	106.3%	4,631,758

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 repair duties at all public facilities. 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 Apple Valley Conference Center and all town facilities.

2020-2021 PROGRAMMATIC CHANGES

The Public Facilities Budget houses General Government expenses for building operations and maintenance. These costs include utilities, leases, building maintenance etc. This Fiscal Year, we are having the facilities staff maintain the cleaning and maintenance at the Aquatic Center. This has been accomplished by the lifeguards in previous years.

2019-2020 HIGHLIGHTS

- Installed two new evaporative coolers at the James Woody Auditorium.
- Christmas Tree Decorations at Civic Center.
- Christmas tree at James Woody Gym.
- Painted the Amphitheater at Civic Center Park.
- Acquired custodial maintenance of the Aquatic Center.
- Replaced ventilation motors at the Aquatic Center.

2020-2021 GOALS AND OBJECTIVES

- Install security cameras at James Woody Community Center.
- Install a permanent restroom at Mendel Park.
- Painting exterior trims on town facilities.
- Replacing the deck at Horsemens Center Park.
- Replacing one pool heater at the Aquatic Center.
- Paint the pool perimeter fence.

Department Performance Measures – Public Facilities				
	Actual FY 17-18	Actual FY 18-19	Estimated FY 19-20	Goal FY 20-21
Conference Center uses	380	400	400	400
Recreation Center uses	650	750	750	750
Square footage of public facilities	123,950	123,950	123,950	123,950

Apple Valley Conference Center

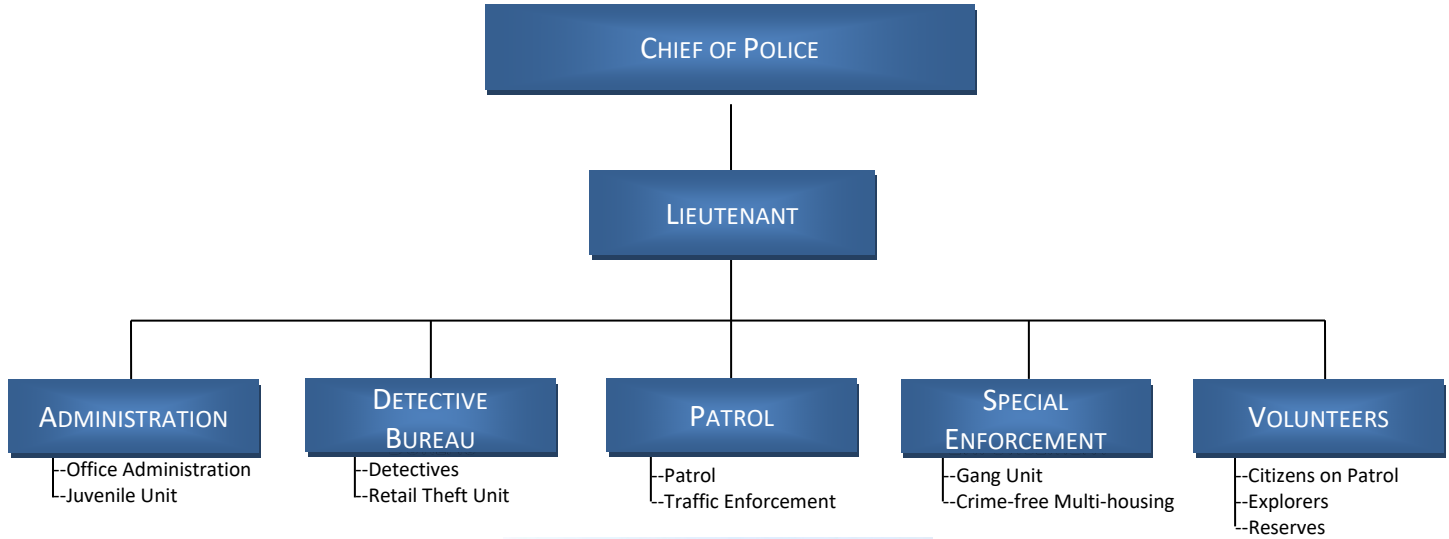


Facilities Staff



PUBLIC FACILITIES 1001-1400							
Code	Expenditure Classification	Actual Expense 2017-18	Actual Expense 2018-19	Amended Budget 2019-20	Estimated Expense 2019-20	% of Budget Expended	Adopted Budget 2020-21
Personnel Services							
7010	Salaries & Wages	284,160	159,712	247,733	247,843	100.0%	181,737
7020	Wages Part-Time	106,346	103,425	114,219	99,489	87.1%	108,548
7025	Part-Time Sick Leave	1,822	2,341	-	500	0.0%	3,619
7030	Wages Overtime	3,770	2,810	-	3,875	0.0%	-
7110	Cafeteria Benefits	53,316	26,318	44,024	38,000	86.3%	33,331
7120	Deferred Comp	1,096	7	-	-	0.0%	-
7140	RHS	1,331	636	1,239	1,005	81.1%	913
7150	Medicare	5,794	3,776	5,248	5,177	98.6%	4,222
7160	PERS	73,911	38,938	58,418	58,418	100.0%	48,718
7166	Phone Allowance	-	-	-	200	0.0%	528
Total Personnel		531,546	337,963	470,881	454,507	96.5%	381,616
Operations & Maintenance							
7180	Uniform Expense	2,186	1,769	2,650	2,650	100.0%	2,650
7223	Disposal Services	9,756	6,434	9,750	9,750	100.0%	9,750
7229	Education & Training	-	-	2,200	395	18.0%	3,025
7235	Insurance	-	-	-	2,359	0.0%	-
7259	Miscellaneous	92	293	200	200	100.0%	200
7265	Office Supplies	42	-	75	375	500.0%	450
7295-0109	Utilities - Phones	113,047	108,218	5,000	1,000	20.0%	5,000
7295-0847	Utilities - Electricity	131,751	107,567	120,000	130,000	108.3%	130,000
7295-0848	Utilities - Natural Gas	26,325	26,544	27,750	35,000	126.1%	25,000
7295-0849	Utilities - Water	11,815	12,215	13,100	12,000	91.6%	13,100
7330	Hardware/Software Supplies/Exp	-	87,051	-	-	0.0%	-
7360	Safety & Security	6,117	3,188	4,745	4,750	100.1%	4,745
7375	Staff Services	5,687	6,723	7,000	7,000	100.0%	7,250
7383	Vandalism Repairs	1,997	530	7,250	5,000	69.0%	10,750
7655	Building Maintenance	78,451	58,086	81,800	81,800	100.0%	81,800
7755	Grounds Maintenance	-	-	500	1,000	200.0%	500
7780	Irrigation Supplies	-	-	200	200	100.0%	200
7970	Small Tools	609	169	1,050	1,050	100.0%	1,050
8940	Contracted Services	2,324	3,250	3,250	3,250	100.0%	3,250
9013	Communications Equip	-	-	-	33	0.0%	-
9026	Equipment Maintenance	228	839	1,520	1,520	100.0%	2,000
9039	Equipment Rental	-	-	400	400	100.0%	2,400
9052	Gasoline, Diesel, Oil	5,027	988	2,000	6,000	300.0%	3,500
9065	Leased Equipment	48,091	52,793	6,000	3,000	50.0%	6,000
9078	Safety Equipment	1,227	1,841	700	2,000	285.7%	2,000
9091	Vehicle Maintenance	3,541	442	2,000	2,000	100.0%	2,000
Total Operations & Maint.		448,311	478,942	299,140	312,732	104.5%	316,620
Capital Expenditures							
9120	Capital Equipment	51	-	-	-	0.0%	-
Total Capital Expenditures		51	-	-	-	0.0%	-
Debt Service and Transfers							
9840	2007 COPS / 2017 Refunding - Principal	-	-	765,000	765,000	0.0%	785,000
9860	2007 COPS / 2017 Refunding - Interest	-	-	213,803	213,803	0.0%	191,328
9999-4105	1999 COP	398,688	393,959	415,000	415,000	100.0%	-
9999-4108	2007 COPS / 2017 Refunding	252,796	955,335	-	-	0.0%	-
Total Debt Service and Transfers		651,485	1,349,294	1,393,803	1,393,803	100.0%	976,328
Department Total		1,631,393	2,166,200	2,163,824	2,161,042	99.9%	1,674,564
Personnel Schedule							
		Actual 2017-18	Actual 2018-19	Actual 2019-20	Adopted 2020-21		
Full Time:							
Parks & Recreation Manager		0.22	0.22	0.22	0.22		
Public Works Supervisor		0.08	0.05	0.06	0.00		
Maintenance Supervisor		0.74	0.74	0.74	0.74		
Grounds Services Worker, Senior		0.00	0.00	0.08	0.00		
Administrative Assistant, Senior		0.00	0.00	0.09	0.09		
Administrative Secretary		0.09	0.09	0.00	0.00		
Maintenance Worker II		0.57	0.57	0.57	0.57		
Maintenance Worker I		0.96	0.96	1.21	0.96		
Grounds Services Worker III		0.08	0.08	0.00	0.00		
Office Assistant, Senior		0.02	0.02	0.02	0.02		
Grounds Services Worker II		0.33	0.33	0.00	0.00		
Custodian		1.00	1.00	1.00	1.00		
Part Time:							
Custodian		1.17	1.17	0.77	0.77		
Custodial Aide		2.56	2.56	2.96	2.96		
Total FTE's:		7.82	7.79	7.72	7.33		

PUBLIC SAFETY



DEPARTMENT DESCRIPTION

The Town of Apple Valley has contracted with the San Bernardino County Sheriff’s Department for all 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 quality of life solutions, a juvenile unit, and retail theft deputy. 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, Human Trafficking, Rural Crimes Task Force, Auto Theft Task Force, Aviation, High Tech Crimes, Human Resources, Communications, Technical Services, Internal Affairs, Public Affairs, Training, Fleet Management, Criminal Records, Volunteer Forces, and Civil Liabilities.

2019-20 HIGHLIGHTS

- Overall crime was reduced in the Town of Apple Valley by 8%. Part I crimes saw a 15% decrease
- Deputies made 3% more arrests in 2019 when compared to 2018.
- In a concerted effort to reduce traffic collisions, Apple Valley participated in regional traffic enforcement operations. The results were a 19% reduction in traffic collisions for 2019 compared to 2018 and a 17% increase in traffic citations in 2019 compared to 2018
- The AVPD is participating in the Safe Return Program designed to assist in locating missing persons with special needs
- Apple Valley Police Department partnered with Apple Valley Town Code Enforcement and Sheriff's HOPE team to reach out to the homeless population. During these operations, staff identified homeless criminal transients. The HOPE team was able to house 18 homeless and at least 50 of these criminal transients were arrested for crimes such as; panhandling, criminal warrants, drug possession and possession of drug paraphernalia
- The Apple Valley Police Activities League received the following grants; \$10,000.00 from the Apple Valley Unified School District, \$10,000.00 from First District Supervisor Lovingood's Office, \$7,000.00 from The California Trucker's Association, and a \$10,000.00 donation from the Apple Valley Rotary. These grants and donations will be used for the SHOCK program and Youth Center remodel/update
- The AVPD continues to enhance working conditions for our employees. Through a grant the station installed gear lockers and weather protection in the employee parking lot
- AVPD volunteers (Reserves, COPs, and Explorers) donated nearly 12,000 hours, which resulted in an estimated cost savings to the Town of over \$382,000.00

2020-21 GOALS AND OBJECTIVES

- Continue to emphasize Traffic and DUI enforcement efforts with a focus on reducing collisions by concentrating on collision frequency, location & collision factors. This data will be used to deploy resources efficiently.
- Continue to focus on quality of life concerns, such as criminal transients and aggressive panhandlers, assuring the community a better way of life
- Manage overtime through efficient deployment and maintain full staffing at all levels
- Provide on-going, bi-monthly crime prevention education to the community provided by the Sheriff's Public Affairs division and in cooperation with the surrounding High Desert Stations
- Secure grant funding to enhance working conditions with innovative equipment and training
- Increase the number of volunteers and the volunteer hours by 10%
- Continue to inform the public on the Sheriff's Safe Return Program

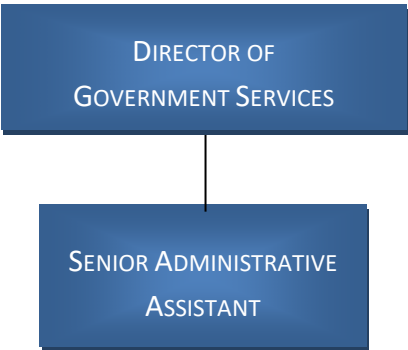
Department Performance Measures				
	2018*	2019*	% Change	2019 Goal
Calls for Service	67,988	70,392	4%	NA
Deputy Reports	6,408	6,514	2%	NA
Arrests	2,161	2,236	3%	NA
Traffic Collisions	528	429	-19%	2% Reduction
Traffic Citations Issued	3,037	3569	17%	5% increase
Residents per Deputy	1,975	1,986	.5%	NA
Patrol Deputies	37	37	0%	NA
Part I Crimes	1,977	1,671	-17%	2% Reduction
Part II Crimes	2,177	2,129	-2%	2% Reduction
Total Crimes	4,154	3,800	-9%	2% Reduction

*Based upon calendar year data

PUBLIC SAFETY - SHERIFF 1001-2010							
Code	Expenditure Classification	Actual Expense 2017-18	Actual Expense 2018-19	Amended Budget 2019-20	Estimated Expense 2019-20	% of Budget Expended	Adopted Budget 2020-21
Personnel Services							
7020	Salaries Part-Time	13,472	9,834	-	-	0.0%	-
7025	Part-Time Sick Leave	499	416	-	-	0.0%	-
7150	Medicare	203	149	-	-	0.0%	-
	Total Personnel	14,174	10,399	-	-	0.0%	-
Operations & Maintenance							
7180	Uniform Expenses	1,015	1,000	1,500	750	50.0%	1,500
7223	Disposal Service	2,412	2,048	2,000	2,500	125.0%	2,500
7229	Education & Training	-	-	-	100	0.0%	-
7241	Meetings & conferences	1,192	153	1,000	1,000	100.0%	-
7247	Membership & Dues	288	925	1,000	1,000	100.0%	1,000
7259	Miscellaneous Costs	-	30	-	-	0.0%	-
7265	Office Supplies	829	592	1,000	500	50.0%	500
7271	Postage	331	2,557	-	2,500	0.0%	2,500
7277	Printing	804	887	1,000	900	90.0%	1,000
7289	Subscriptions	-	-	200	-	0.0%	-
7295	Utilities: Phone, Internet, Cell	21,816	15,718	19,000	11,000	57.9%	19,000
7295	Utilities: Electricity Usage	37,644	38,064	35,000	40,000	114.3%	42,000
7295	Utilities: Natural Gas Usage	1,229	1,632	1,500	1,800	120.0%	2,000
7295	Utilities: Water Usage	3,651	5,136	4,500	4,500	100.0%	4,500
7330	Hardware/Software Supplies/t	-	-	-	-	0.0%	-
7360	Safety & Security	2,289	233	750	300	40.0%	500
7370	Special Dept Supplies	-	-	500	-	0.0%	-
7375	Staff Services	1,100	1,416	1,000	2,000	200.0%	2,000
7655	Building Maintenance	3,809	6,596	8,000	8,000	100.0%	8,500
7720	Sobriety Checkpoint	-	-	-	-	0.0%	-
7755	Grounds Maintenance	-	-	1,000	-	0.0%	-
7970	Small Tools	-	-	-	-	0.0%	-
8936	Cal-ID Systems	88,366	88,483	88,200	88,500	100.3%	86,688
8940	Contracted Services	3,430	3,036	4,000	5,000	125.0%	5,000
8948	County Sheriff	13,154,255	13,708,424	14,613,481	14,613,481	100.0%	15,518,300
8948-5000	County Sheriff - Overtime	-	175,114	210,000	190,000	90.5%	210,000
9026	Equipment Maintenance	529	563	1,000	600	60.0%	1,000
9052	Gasoline, Oil, Etc.	181,692	184,197	200,000	185,000	92.5%	200,000
9065	Leased Equipment	12,647	16,194	12,000	12,000	100.0%	1,500
9078	Safety Equipment	-	-	-	393	0.0%	1,000
9091	Vehicle Maintenance	220,414	191,954	150,000	185,000	123.3%	200,000
	Total Operations & Maint	13,739,742	14,444,952	15,357,631	15,356,824	100.0%	16,310,988
	Department total	13,753,917	14,455,351	15,357,631	15,356,824	100.0%	16,310,988

Personnel Schedule	Actual 2017-18	Actual 2018-19	Actual 2019-20	Adopted 2020-21
Full Time:				
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	6.22
Part Time:				
Sr. Office Assistant	0.30	0.30	0.00	0.00
Total FTE's:	64.30	64.30	64.00	64.22

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, quarterly 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) Volunteer 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.

2019-20 HIGHLIGHTS

- Successfully Managed EMPG and HSGP Grants
- Attended specific training for Emergency Management
- Enhanced evacuation & earthquake drill procedures
- Used grant funds for resources needed in the Emergency Operations Center
- Maintain safety kits in secure areas of Town Hall.

2020-21 GOALS AND OBJECTIVES

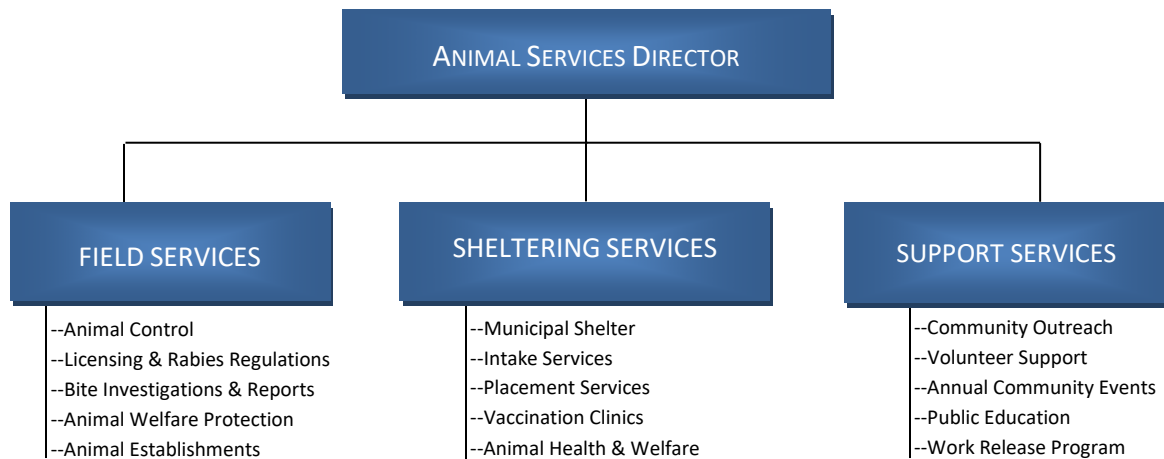
- Update the Emergency Operation Plan
- Establish section specific training for EOC staff
- Continue departmental Safety Training Meetings with Town staff
- Update the Town's Emergency Operation Plan for approval by Town Council
- Create DSW training program to include all Town staff



EMERGENCY PREPAREDNESS

EMERGENCY PREPAREDNESS 1001-2020							
Code	Expenditure Classification	Actual Expense 2017-18	Actual Expense 2018-19	Amended Budget 2019-20	Estimated Expense 2019-20	% of Budget Expended	Adopted Budget 2020-21
Personnel Services							
7010	Salaries & Wages	86,412	99,038	-	-	0.0%	-
7020	Part-time Wages	19,540	240	-	-	0.0%	-
7025	Part-Time Sick Leave	203	83	-	-	0.0%	-
7030	Overtime	-	161	-	-	0.0%	-
7110	Cafeteria Benefits	8,439	11,142	-	-	0.0%	-
7120	Deferred Comp	1,640	14	-	-	0.0%	-
7140	RHS	418	314	-	-	0.0%	-
7150	Medicare	1,634	1,430	-	-	0.0%	-
7160	PERS	25,255	20,048	-	-	0.0%	-
	Total Personnel	143,541	132,471	-	-	0.0%	-
Operations & Maintenance							
7229	Education & Training	2,477	1,284	1,500	1,523	101.5%	1,500
7229-5000	Training Management	390	456	700	500	71.4%	3,000
7241	Meetings & Conferences	1,306	457	500	-	0.0%	-
7247	Memberships & Dues	95	-	75	75	100.0%	100
7265	Office Supplies	520	261	300	300	100.0%	500
7295-0109	Utilities: Phone, Internet, Cell Phones	765	621	-	700	0.0%	-
7330	Hardware/Software Supplies/Exp	411	17,510	-	-	0.0%	-
7350	Public Information	560	-	500	-	0.0%	-
	Total Operations & Maint	6,523	20,588	3,575	3,098	86.7%	5,100
9999	Transfer Out - 2910	-	-	-	-	-	-
	Total Capital Expenditures	-	-	-	-	-	-
Department Total		150,064	153,059	3,575	3,098	86.7%	5,100
Personnel Schedule		Actual 2017-18	Actual 2018-19	Actual 2019-20	Adopted 2020-21		
Full Time:							
Emergency Services Officer		1.00	1.00	0.00	0.00		
Part Time:							
Sr. Office Assistant		0.67	0.60	0.00	0.00		
Total FTE's:		1.67	1.60	0.00	0.00		

ANIMAL SERVICES



DEPARTMENT DESCRIPTION

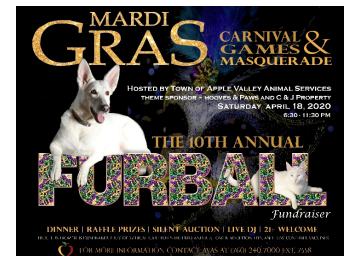
Animal Services is responsible for the enforcement of all California Animal Related Laws and Title 15 of the Town’s Municipal Code. Our philosophy is to promote responsible pet ownership, compassion toward animals and safe human-animal interactions. In order to meet the community’s expectations and to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

DIVISION/MAJOR PROGRAM DESCRIPTION

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

2020-21 PROGRAMMATIC CHANGES

The Animal Sheltering Agreement with the County of San Bernardino will provide a minimum guaranteed revenue of \$511,374 for animal sheltering services provided to the unincorporated Victorville High-Desert County Region in FY 2020-21. 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.

2019-2020 HIGHLIGHTS



The Power of Microchips



Adoption Program



Clear the Shelter Events

- The power of microchip! During the 4th of July Apple Valley Animal Services offers a microchip special to return to owner pets that get scared and lost due to fireworks.
- Over 40,000 people visited the shelter in 2019
- Apple Valley Animal Services offer a free adoption to veterans in our community. Sponsored programs such as Pets 4 Vets offer additional solutions for increasing live release rates
- Apple Valley Animal Services participated in the **Clear the Shelter Event Day** on August 17, 2019. AVAS did a total of **61 live releases** and had over **440 guests** sign in at the front desk
- 174 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

2020-2021 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

- Canvas 1500 house to increase 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 200 fully funded cat spay/neuter vouchers to reduce live cat intakes.
- Microchip 500 Apple Valley dogs for free to increase return-to-owner rates.

2020-2021 OBJECTIVES

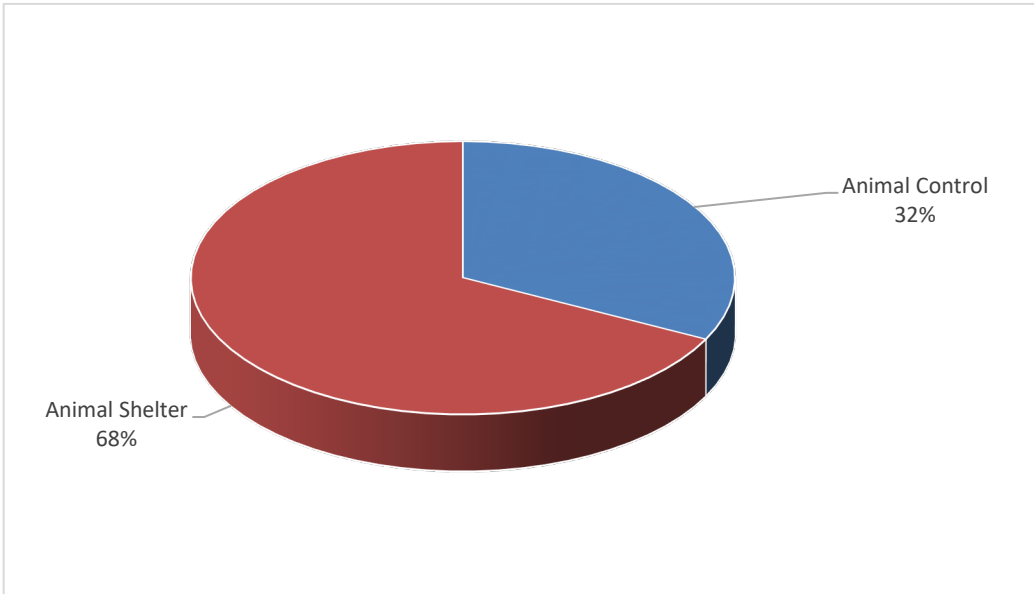
- Continue to work with the Franchise Tax Board to process and close out delinquent enforcement cases.

- Increase participation in the Regional Coalition to provide programs for partnering jurisdictions within the entire San Bernardino County area that increase positive outcomes for community animals.
- Collect and analyze all daily service log data to identify the types of calls AVAS Officers spend time in the field handling and identify proactive programs that can reduce the demand.
- 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 15th 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 18-19	Goal FY 19-20	Estimated FY 19-20	Goal FY 20-21
Live Intakes - Cats	1644	1300	2000	N/A
Live Intakes - Dog	2114	2300	3000	N/A
Live Releases - Cats	468	500	450	40 % of Intake
Live Releases - Dogs	1643	1500	2000	80% of Intake
Euthanized - Cats	1125	1000	1000	<60% of Intake
Euthanized - Dogs	497	600	600	<20% of Intake
Dogs Licensed (AVAS Only)	10235	10500	10200	13000
Dog Licenses - Expired	16512	15100	15000	
Calls for Service	5036	3000	4200	
Houses Canvassed for Licensing & Rabies Compliance	2,123	1800	1500	1500
Bite Reports	129	10	100	
Rescue Agreements	174	180	170	200
Low-Cost Vaccination Clinics	6	6	6	8
Animals Microchipped	1569	2400	2100	100% of Live Release
Total Vaccines Administered	6519	3500	5180	100% of Live Release
Spay/Neuter Vouchers - Cats	200	250	200	
Spay/Neuter Vouchers - Dogs	200	150	300	

2020/21 Animal Services Expenditures

Animal Control	707,633
Animal Shelter	1,472,923
Total Animal Services	<u><u>\$2,180,556</u></u>



ANIMAL SERVICES - ANIMAL CONTROL 1001-2120

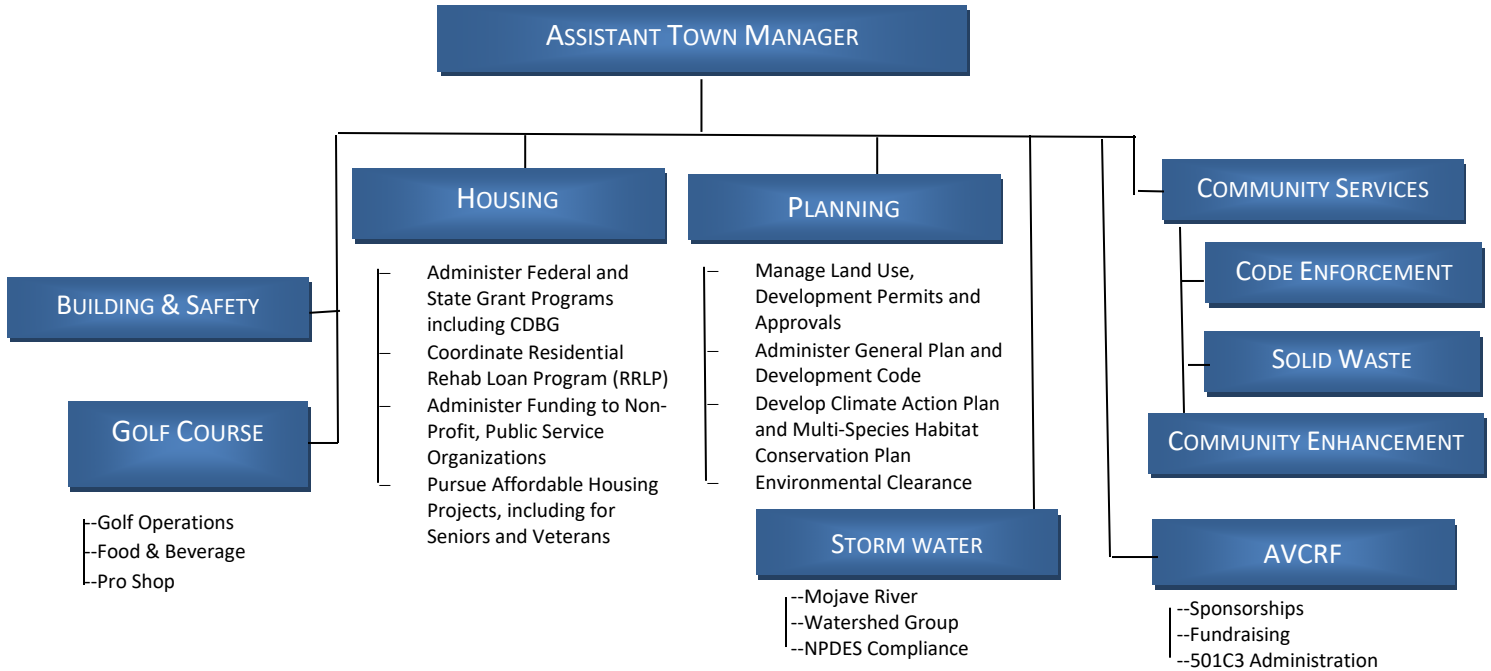
Code	Expenditure Classification	Actual Expense 2017-18	Actual Expense 2018-19	Amended Budget 2019-20	Estimated Year End 2019-20	% of Budget Expended	Adopted Budget 2020-21
Personnel Services							
7010	Salaries & Wages	441,714	402,271	384,076	388,215	101.1%	394,311
7030	Wages Overtime	27	460	-	1,000	0.0%	4,000
7110	Cafeteria Benefits	56,785	54,196	55,322	57,000	103.0%	60,651
7120	Deferred Comp	2,413	19	-	-	0.0%	-
7140	RHS	1,890	1,801	1,644	1,892	115.1%	1,985
7150	Medicare	6,453	6,195	4,793	5,883	122.7%	5,756
7160	PERS	107,254	102,458	110,581	114,480	103.5%	126,800
7165	Auto Allowance	1,711	1,711	1,710	1,700	99.4%	1,710
7166	Phone Allowance	-	-	-	150	0.0%	-
Total Personnel		618,247	569,108	558,126	570,320	102.2%	595,213
Operations & Maintenance							
7180	Uniform Expense	1,339	2,075	2,885	1,450	50.3%	2,885
7205	Advertising	-	-	200	72	36.0%	200
7223	Disposal Services	2,900	2,220	2,350	2,350	100.0%	2,350
7229	Education & Training	-	-	1,500	500	33.3%	1,500
7241	Meetings & Conferences	-	51	400	229	57.3%	-
7247	Memberships & Dues	382	449	535	535	100.0%	535
7253	Mileage Exp/Allowance	-	-	400	-	0.0%	400
7265	Office Supplies	694	550	1,000	700	70.0%	1,000
7277	Printing	1,271	1,063	2,000	1,500	75.0%	2,000
7289	Subscriptions	50	-	300	75	25.0%	300
7295	Utilities: Phones, Internet	4,541	5,601	3,800	5,200	136.8%	3,800
7295	Utilities: Electricity	13,023	11,743	11,400	10,500	92.1%	11,400
7295	Utilities: Natural Gas	2,268	5,468	2,500	4,500	180.0%	2,500
7295	Utilities: Water	2,111	2,854	1,800	1,200	66.7%	1,800
7330	Hardware/Software Supplies	5,281	2,398	-	-	0.0%	-
7360	Safety and Security	1,028	161	425	425	100.0%	425
7370	Special Department Supplies	1,439	1,698	2,500	1,500	60.0%	2,500
7655	Building Maintenance	3,327	4,168	2,450	3,500	142.9%	2,450
8940	Contracted Services	5,803	1,378	3,000	500	16.7%	3,000
8960	Emergency Vet Service	733	231	250	250	100.0%	250
8972	Legal Services	-	-	250	-	0.0%	250
8988	Spay/Neuter Program	25,244	24,942	38,000	24,000	63.2%	38,000
8992	Stiles Removal/D&D Removal	6,402	6,936	6,900	6,900	100.0%	6,900
9013	Communications Equipment	480	539	2,000	600	30.0%	2,000
9026	Equipment Maintenance	761	-	750	-	0.0%	750
9052	Gasoline, Diesel and Oil	16,535	18,184	17,500	18,500	105.7%	17,500
9065	Leased Equipment	3,675	7,215	-	-	0.0%	-
9078	Safety Equipment	75	-	725	124	17.1%	725
9091	Vehicle Maintenance	9,255	14,552	5,000	13,000	260.0%	7,000
Total Operations & Maint.		108,616	114,475	110,820	98,110	88.5%	112,420
Department Total		726,863	683,584	668,946	668,430	99.92%	707,633

Personnel Schedule	Actual 2017-18	Actual 2018-19	Actual 2019-20	Adopted 2020-21
Full Time:				
Director of Animal Services	0.25	0.25	0.25	0.25
Animal Services Supervisor	0.00	0.25	0.25	0.25
Animal Control Officer, Senior	2.00	2.00	2.00	2.00
Animal Services Administrative Secretary	0.25	0.00	0.00	0.00
Animal Services Officer II	2.00	2.00	2.00	2.00
Animal Services Technician	1.50	1.50	1.50	1.50
Total FTE's:	6.00	6.00	6.00	6.00

ANIMAL SERVICES - SHELTER 1001-2130							
Code	Expenditure Classification	Actual Expense 2017-18	Actual Expense 2018-19	Amended Budget 2019-20	Estimated Year End 2019-20	% of Budget Expended	Adopted Budget 2020-21
Personnel Services							
7010	Salaries & Wages	681,743	687,114	681,431	688,608	101.1%	732,147
7020	Wages Part-Time	85,620	85,578	107,376	84,539	78.7%	84,302
7025	Part-Time Sick Leave	2,020	1,934	2,486	508	20.4%	2,810
7030	Wages Overtime	274	1,520	1,500	3,000	200.0%	1,500
7110	Cafeteria Benefits	120,750	151,307	135,345	145,000	107.1%	151,845
7120	Deferred Comp	3,246	56	-	-	0.0%	-
7140	RHS	3,025	3,247	3,407	3,485	102.3%	3,586
7150	Medicare	10,546	11,824	11,548	11,486	99.5%	11,934
7160	PERS	131,261	172,319	176,881	195,595	110.6%	216,139
7165	Auto Allowance	2,425	5,132	5,130	5,000	97.5%	5,130
7166	Phone Allowance	-	-	-	300	0.0%	-
Total Personnel		1,040,908	1,120,031	1,125,104	1,137,521	101.1%	1,209,393
Operations & Maintenance							
7180	Uniform Expense	1,902	2,356	2,500	2,100	84.0%	2,500
7205	Advertising	-	-	200	-	0.0%	200
7223	Disposal Services	5,970	5,292	6,850	6,500	94.9%	6,850
7229	Education & Training	275	275	500	-	0.0%	500
7241	Meetings and Conferences	438	35	200	-	0.0%	-
7247	Memberships and Dues	270	157	500	300	60.0%	500
7253	Mileage Exp./Allowance	-	-	500	-	0.0%	500
7265	Office Supplies	2,318	2,814	2,000	1,500	75.0%	2,000
7277	Printing/Department Supplies	79	-	750	100	13.3%	750
7289	Subscriptions	50	-	400	100	25.0%	400
7295	Utilities: Phones, Internet	1,662	990	1,000	-	0.0%	2,000
7295	Utilities: Electricity	30,873	35,229	36,000	25,000	69.4%	36,000
7295	Utilities: Natural Gas	6,804	16,403	7,000	13,000	185.7%	7,000
7295	Utilities: Water Usage	4,471	4,422	4,600	3,000	65.2%	4,600
7305	Animal Food Supplies	494	454	750	1,000	133.3%	6,000
7330	Hardware/Software	3,380	2,398	-	-	0.0%	-
7360	Safety & Security	1,159	75	600	200	33.3%	600
7370	Special Department Supplies	8,229	2,075	9,000	2,500	27.8%	9,000
7655	Building Maintenance	16,627	14,061	14,500	14,500	100.0%	14,500
7755	Grounds Maintenance	925	187	2,500	2,000	80.0%	2,500
8940	Contracted Services	9,254	10,520	10,800	10,000	92.6%	46,800
8956	Drugs and Vaccinations	38,050	39,628	38,000	38,000	100.0%	38,000
8960	Veterinary Services	3,693	3,867	3,000	3,000	100.0%	3,000
8988	Adoption Spay / Neuter	75,764	90,826	70,000	70,000	100.0%	70,000
8992	Stiles Removal/D&D Removal	6,402	6,936	6,780	6,000	88.5%	6,780
9013	Communications Equipment	-	200	200	200	100.0%	200
9026	Equipment Maintenance	2,903	473	750	750	100.0%	750
9052	Gasoline, Diesel, Oil	618	796	800	800	100.0%	800
9065	Leased Equipment	10,387	15,517	-	-	0.0%	-
9091	Vehicle Maintenance	-	70	800	200	25.0%	800
Total Operations & Maint.		232,996	256,056	221,480	200,750	90.6%	263,530
Department Total		1,273,904	1,376,087	1,346,584	1,338,271	99.4%	1,472,923
Personnel Schedule							
		Actual 2017-18	Actual 2018-19	Actual 2019-20	Adopted 2020-21		
Full Time:							
	Director of Animal Services	0.75	0.75	0.75	0.75		
	Animal Shelter Supervisor - RVT	1.00	1.00	1.00	1.00		
	Animal Services Supervisor	0.75	0.75	0.75	0.75		
	Animal Services Administrative Secretary	0.00	0.00	0.00	0.00		
	Animal Services Technician	4.50	4.50	4.50	4.50		
	Animal Health Assistant	1.00	1.00	1.00	1.00		
	Animal Services Specialist, Senior	1.00	1.00	1.00	1.00		
	Office Assistant	1.00	1.00	1.00	1.00		
	Animal Services Assistant	3.00	3.00	3.00	3.00		
Part Time:							
	Animal Services Assistant	1.00	1.00	1.00	1.00		
	Program Assistant	2.18	3.00	3.00	3.00		
Total FTE's:		16.18	17.00	17.00	17.00		

Code	Expenditure Classification	Actual Expense 2016-17	Actual Expense 2017-18	Amended Budget 2018-19	Estimated Year End 2018-19	% of Budget Expended	Adopted Budget 2019-20
Personnel Schedule			<u>Actual 2016-17</u>	<u>Actual 2017-18</u>	<u>Actual 2018-19</u>		<u>Adopted 2019-20</u>
Full Time:							
	Director of Animal Services		0.75	0.75	0.75		0.75
	Animal Shelter Supervisor - RVT		1.00	1.00	1.00		1.00
	Animal Services Supervisor		0.00	0.75	0.75		0.75
	Animal Services Administrative Secretary		0.75	0.00	0.00		0.00
	Animal Health Assistant		1.00	1.00	1.00		1.00
	Senior Animal Services Specialist		1.00	1.00	1.00		1.00
	Office Assistant		0.00	1.00	1.00		1.00
	Animal Services Technician		3.75	4.50	4.50		4.50
	Animal Shelter Assistant		4.00	3.00	3.00		3.00
Part Time:							
	Animal Services Technician		0.00	0.00	0.00		0.00
	Office Assistant		0.70	0.00	0.00		0.00
	Animal Shelter Assistant		0.50	1.00	1.00		1.00
	Program Assistant		2.00	2.18	3.00		3.00
Total FTE's:			15.45	16.18	17.00		17.00

COMMUNITY DEVELOPMENT DEPARTMENT



DEPARTMENT DESCRIPTION

The multi-discipline Community Development Department has a direct impact on the ability to achieve the Town Council’s Vision 2020 goals. The Department 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 and enforces **Safe Communities**, builds and provides **Ample Parkland, Promotes Partnerships** with other public agencies, non-profits and companies in the private sector, and creates opportunity for development resulting in **Revenue Generation** for the Town. The department has the executive management role for the Apple Valley Community Resources Foundation and conducts fundraising drives, in support of Vision 2020 Goal, **Revenue Generation**.



New Starbucks under construction

Planning Division 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 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 administers Federal and State grant funding for the purpose of building a sustainable community, 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, the 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. Housing is responsible for administering various housing development projects, rehabilitation and home purchase programs, as well as working with public service agencies and overseeing Federally funded Capital Improvement Projects. Housing 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.

Storm Water Administration 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, its 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).

PROGRAM UPDATE FOR FY 2020-21

Planning: Updating the Development Code through the analysis and amendment process, the Planning staff will continue to address issues related to multi-family and single-family housing regulations. Additionally, it is expected that the much anticipated Virgin Train project, will be submitting plans for the station and maintenance facility for entitlements and permits during this fiscal year. The Virgin Train project will be a high speed train from Apple Valley to Las Vegas, Nevada. The final draft of the MSCHP was submitted to the California Department of Fish and Wildlife and the US Fish and Wildlife Agencies for final review in October 2018. It is anticipated that the final version of the MHSCP will be approved by the agencies 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:** The Annual Action Plan continues to focus on 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. Housing in coordination with Code Enforcement and Park & Recreation staff will carry out several projects in James Woody Park, Mendel Park and throughout the community. **Storm Water:** Functions of storm water management have been moved into the Community Development Department and will be administered through the Town Engineer under a professional services contract. This includes the administration of the NPDES permit issued to the County of San Bernardino on behalf of the Town. **Apple Valley Community Resources Foundation (AVCRF):** Administration of the Town's 501c3 non-profit foundation is part of the Community Development Department. **Apple Valley Golf Course:** Oversight of the operations of the golf course and management contract are overseen by the Community Development Department.

2019-20 HIGHLIGHTS

- Oversaw inspections of a 1.3 million square foot distribution center in the North Apple Valley Industrial Specific Plan
- Provided home rehab assistance to 10 low-income individuals and families
- Administered 2 capital improvement/economic development projects
- Funded 12 non-profit agencies who serve residents in need with sheltering, food, clothing, necessary supplies, counseling and guidance
- Monitoring and servicing of approximately 250 outstanding housing loans, estimated at \$6.2 million dollars.
- Conducted community workshops to provide funding opportunities for local non-profits.
- Processed 242 entitlements for new businesses and future development.
- Completed over 20 Development Code Amendments to create flexibility in regulations for commercial and industrial development.
- Conducted a Joint workshop with the Town Council and Planning Commission and multiple discussions to identify updates and changes in the Development Code necessary to encourage development.

2020-21 GOALS AND OBJECTIVES

- Obtain agency approval of the Multi-Species Habitat Conservation Plan/ Natural Communities Conservation Plan and receive permits from USFWS and CDFW.
- Complete the update of the Town's Housing Element within the General Plan and the update to the Climate Action Plan.
- Provide single-family home rehabilitation assistance to 15 low income property owners.
- Award contract and Development Agreement to develop affordable housing on Town owned multi-family zoned vacant land.
- Complete amendments to Development Code regarding housing development regulations.
- Complete the remainder of the "Golden Triangle" Annexation of approximately 1,410 west of Dale Evans Parkway.
- Entitle the Virgin Train station and maintenance facility in north Apple Valley and begin work on a master plan around the station to encourage additional growth around the station.



MSHCP/NCCP will protect Kit Fox found in north Apple Valley

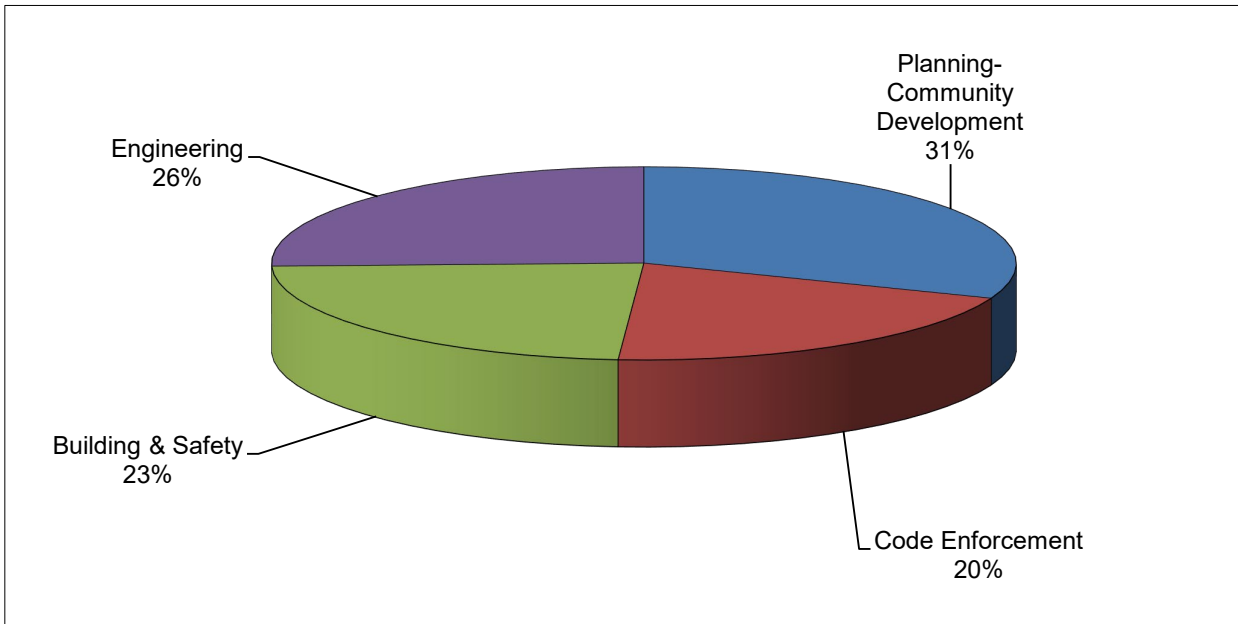
Department Workload Indicators			
	Actual FY 19-20	Goal FY 20-21	Estimated FY 20-21
Number of meetings staff conducted Development Advisory Board	4	n/a	10
Number of entitlements/permits processed	242	n/a	250
Provide 0% deferred payment loans to low-income homeowners for the purpose of making repairs to their homes	10	15	15
Help fund shelter services for homeless persons	60	100	100
Provide clothing kits to low income school children	198	200	200
Provide shelter & outreach services to victims of domestic violence	15	20	20
Provide services to disable adults	65	70	70
Department Performance Measures			
	Actual FY 19-20	Goal FY 20-21	Estimated FY 20-21
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	60%	80%	80%
Complete 80% of the CDBG projects allocated within same fiscal year	70%	90%	90%
Provide loan payoff/reconveyances and refinance subordination services for existing housing loans within 15 days of request	100%	100%	100%
Sponsor money raised (S.A.V.E.)	\$64,200	\$80,000	\$80,000



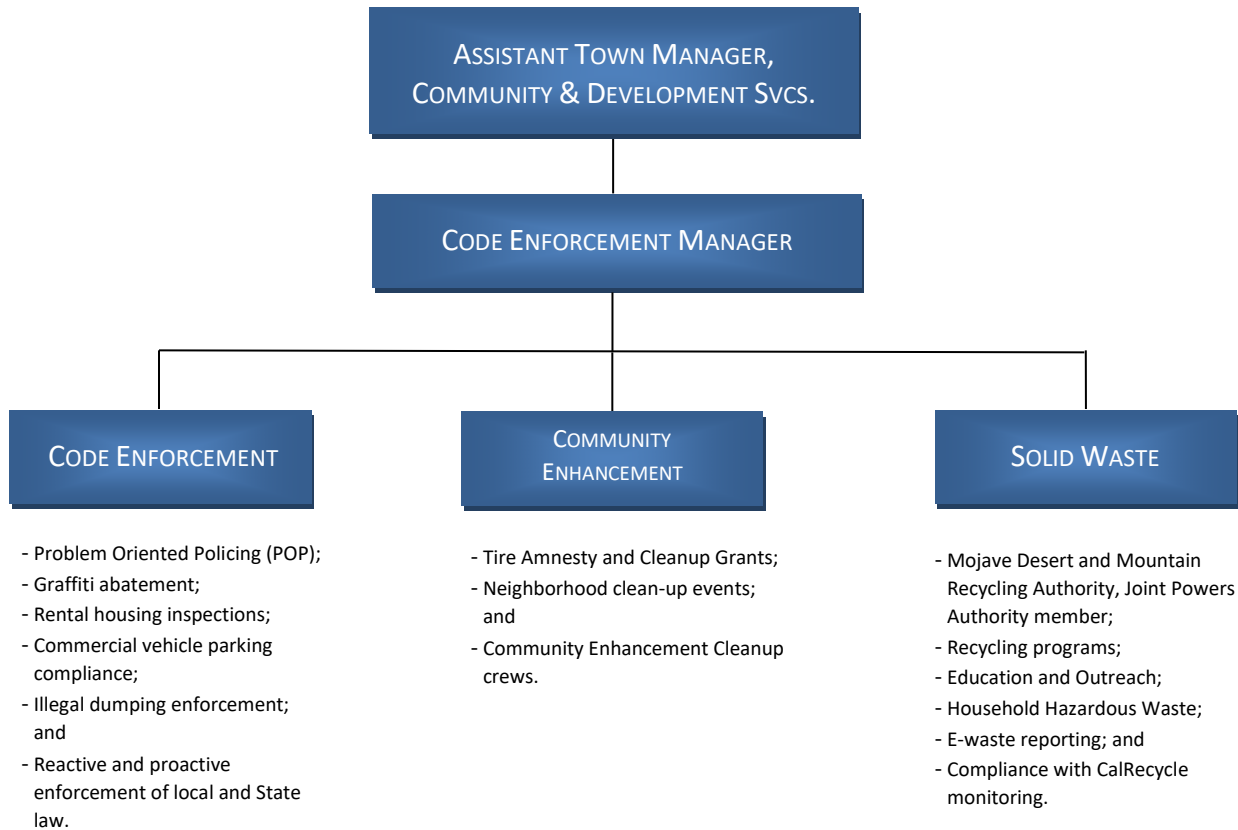
Apple Valley Golf Course

2020/21 Community Development Expenditures

Planning-Community Development	893,849
Code Enforcement	583,532
Building & Safety	676,214
Engineering	737,600
Total Community Development Services	<u><u>2,891,195</u></u>



COMMUNITY SERVICES



PROGRAM INFORMATION



The Code Enforcement Department serves the residents of the Town by ensuring compliance with all adopted Town codes and referenced State and Federal regulations, providing effective public contact and education, building cooperative partnerships throughout the community, and enforcing the law in an equitable and impartial manner. Code Enforcement's goal is to protect and promote the existence of sound and wholesome residential,

commercial and industrial buildings, dwelling units, and neighborhoods through enforcement of such standards, regulations, and procedures that will remedy the existence of, or prevent the development or creation of dangerous, substandard, dilapidated or unsanitary and deficient residential, commercial and industrial buildings, dwelling units, and communities. Code Enforcement strives to be helpful, approachable, knowledgeable, efficient, and of the highest integrity. It partners with residents, neighborhood associations, businesses, and other City, County, State and Federal agencies to ensure the quality of Apple Valley's neighborhoods.

Code Enforcement will apply for several grants in fiscal year 2020-21 to assist in eliminating deteriorating conditions in the Town of Apple Valley. These grant funds will be used to provide residents with opportunities to dispose of their trash and waste tires for free. Additionally, the waste tire cleanup grant will enable personnel to remove illegally dumped tires from the right-of-way and public and private properties. Host neighborhood cleanup events throughout the town providing residents an opportunity to dispose of trash and debris for free.

2019-20 HIGHLIGHTS

- 3,158 cases were opened in 2019 with an average of 26 days to case completion.
- 674,540 pounds of trash was collected during community enhancement events
- 219,890 pounds of trash was removed from the Town by the community enhancement crew
- 3450 waste tires were collected using the Tire Amnesty and Tire Clean-up grants

2020-21 GOALS AND OBJECTIVES

- Reduce deteriorating conditions
- Provide courteous, knowledgeable, and efficient customer service
- Increase community education and outreach
- Increase public education and outreach to residents of the Town
- Promote partnerships with the community, other agencies, and Town departments
- Maintain same day response time for health, safety, and welfare cases



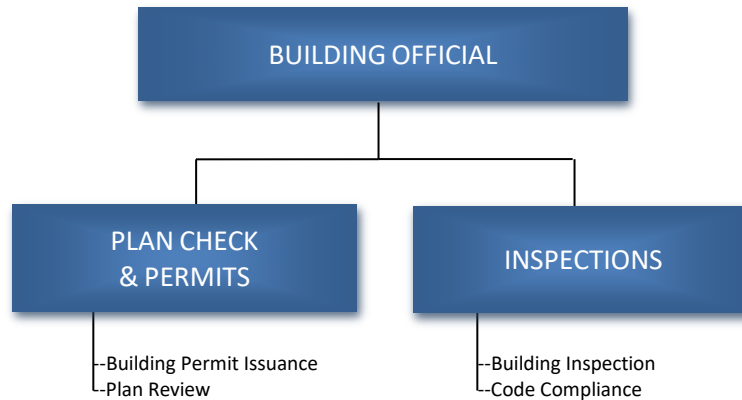
Department Performance Measures				
	Actual FY 17-18	Actual FY 18-19	Estimate FY 19-20	Goal FY 20-21
Increase number of proactive cases by 15%	-	1310	1,436	1650
Increase Problem Oriented Policing (POP) cases by 5%	130	26	28	30
Maintain average of fewer than 45 days to case closure <small>*Changed from 30 to 45 days due to change in case handling procedures.</small>	-	25	26	30
Increase participation from citizens by 10% at Community Enhancement Events.	1,000	1,350	1400	1620
Increase recyclables collected at Community Enhancement Events by 10% (tons)	13	21	18	20
Increase debris collected during Community Enhancement Events by 10% (tons)	125	286	260	265
Increase tires collected during Tire Amnesty Events by 10%	4,344	3,198	3830	4210

CODE ENFORCEMENT 1001-3110

Code	Expenditure Classification	Actual Expense 2017-18	Actual Expense 2018-19	Amended Budget 2019-20	Estimated Year End 2019-20	% of Budget Expended	Adopted Budget 2020-21
Personnel Services							
7010	Salaries & Wages	560,888	516,571	335,354	335,354	100.0%	280,517
7020	Wages Part-Time	29,587	42,140	-	-	0.0%	-
7025	Part-Time Sick Leave	134	134	-	-	0.0%	-
7030	Wage Overtime	1,016	2,225	661	1,200	0.0%	-
7110	Cafeteria Benefits	76,680	56,922	42,132	35,180	83.5%	34,656
7120	Deferred Comp	3,664	50	-	-	0.0%	-
7140	RHS	2,743	2,030	1,536	1,536	100.0%	1,415
7150	Medicare	8,780	7,942	5,003	5,003	100.0%	4,105
7160	PERS	129,464	131,454	94,966	94,966	100.0%	84,638
7165	Auto Allowance	1,453	386	465	465	100.0%	821
7166	Phone Allowance	-	257	600	800	0.0%	480
	Total Personnel	814,409	760,112	480,717	474,504	98.7%	406,632
Operations & Maintenance							
7180	Uniform Expenses	2,936	2,103	3,000	3,000	100.0%	1,200
7205	Advertising	-	240	1,000	1,000	100.0%	5,400
7229	Education & Training	3,290	1,259	6,000	2,000	33.3%	6,000
7241	Meetings & conferences	807	565	450	158	35.1%	-
7247	Membership & dues	-	1,095	800	800	100.0%	800
7253	Mileage Exp/Allowance	110	-	-	-	0.0%	-
7259	Miscellaneous Costs	-	-	-	750	0.0%	-
7265	Office Supplies	282	542	800	800	100.0%	800
7277	Printing	1,395	411	1,500	1,500	100.0%	1,500
7289	Subscriptions	1,524	1,566	-	-	0.0%	-
7295-0109	Utilities: Phones	7,042	7,795	4,640	8,000	172.4%	8,000
7325	Graffiti Supplies & Removal costs	19,937	25,774	24,000	20,000	83.3%	15,000
7330	Hardware/Software Supplies	5,532	6,742	-	-	0.0%	-
7331	Licenses & Fees	-	-	-	2,100	0.0%	2,200
7350	Public Information	-	242	1,000	1,000	100.0%	2,000
7370	Special Dept Supplies/Exp	937	1,256	800	931	116.4%	3,500
7970	Small Tools	428	529	500	500	100.0%	500
8940	Contract Services	25,205	32,693	37,500	33,000	88.0%	100,000
9026	Equipment Maintenance	304	930	1,000	53	5.3%	-
9052	Gasoline, Diesel, oil	14,821	15,492	15,000	18,500	123.3%	20,000
9065	Leased Equipment	1,867	727	-	-	0.0%	-
9091	Vehicle Maintenance	9,823	13,162	15,000	22,000	146.7%	10,000
	Total Operations & Maintenance	96,239	113,124	112,990	116,092	102.7%	176,900
	Department Total	910,649	873,235	593,707	590,596	99.5%	583,532

Personnel Schedule	Actual 2017-18	Actual 2018-19	Actual 2019-20	Adopted 2020-21
Full Time:				
Assistant Town Manager	0.40	0.05	0.07	0.12
Assistant Director Com. Dev.	0.40	0.45	0.25	0.00
Code Enforcement Manager	0.00	1.00	0.70	0.40
Code Enforcement Supervisor	1.00	0.00	0.00	0.00
Senior Code Enforcement Officer	0.00	0.00	0.00	0.80
Code Enforcement Officer II	4.00	4.00	2.10	0.80
Code Enforcement Officer I	1.00	1.00	0.70	0.40
Code Enforcement Technician	1.00	0.00	0.70	0.40
Part Time:				
Community Enhancement Officer	0.50	0.50	0.00	0.00
Code Enforcement Technician	0.00	0.50	0.00	0.00
Total FTE's:	8.30	7.50	4.52	2.92

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.

2019-20 HIGHLIGHTS

- Issued 114 Certificates of Occupancy.
- 58 commercial tenant improvement permits issued.
- 578 residential photovoltaic permits issued.
- Issued over 2,457 permits comprised of but not limited to re-roofing, septic installations, pools, room additions, patios, accessory structures etc.
- Staff obtained 5 additional technical certifications demonstrating their experience and growth.
- Provided International Code Council, training seminars.
- The Big Lots Distribution Center and the Tractor Supply Store were completed.
- Corky's Kitchen tenant improvement underway.
- Permits issued for Towns End Distillery.

- Demonstrate the departments expertise by obtaining additional professional certification.
- Expand local professional training program.
- Focus on updated disaster preparedness training for all staff members.
- Concise and effective review, permitting and inspection of all private and public land development projects.
- Provide ever faster plan review, routing & 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.

2020-21 GOALS AND OBJECTIVES

- Concentrate on effective budget reduction strategies.

Department Workload Indicators.				
	Actual FY 18-19	Goal FY 19-20	Estimated FY 19-20	Goal FY 20-21
Express Plan Checks	433	410	437	420
Total Number of Plan Checks	1159	1080	1232	1183
New Single Family Residence Permits	85	73	108	104
Total Applications Received	3203	3118	3312	3180
Total Number of Inspections	6579	6760	6504	6244
Certificates of Occupancy Issued	214	108	212	204



Department Performance Measures				
	Actual FY 18-19	Goal FY 19-20	Estimated FY 19-20	Goal FY 20-21
% Increase of Express Plan Check Total Plan Checks	16%	1.5%	1.5%	1.5%
% of Residential Plan Check < 5 days	98%	99%	99%	99%
% Commercial Plan Check < 10 days	97%	99%	97%	99%
Average Days in Plan Check	3	2	3	2
Revision to engineering plan checks and site plans reviewed in < 7 days	97%	99%	97%	99%
Number of Departmental Certifications	7	5	10	5
Training per person: Technical, Safety, Administrative & Mentoring	92hr	92hr	92hr	92hr



BUILDING & SAFETY 1001-4010

Code	Expenditure Classification	Actual Expense 2017-18	Actual Expense 2018-19	Amended Budget 2019-20	Estimated Expense 2019-20	% of Budget Expended	Adopted Budget 2020-21
	Operations & Maintenance						
7247	Memberships & Dues	-	-	215	215	100.0%	215
7265	Office Supplies	325	866	675	675	100.0%	675
7277	Printing	1,473	1,512	1,425	1,425	100.0%	1,425
7378	Strong Motion Instrmt/Seismic Ma	-	-	-	3,000	100.0%	4,415
8932	Building & Safety Contractor	771,607	686,967	669,484	666,484	99.6%	669,484
	Total Operations & Maintenance	773,405	689,345	671,799	671,799	100.0%	676,214
	Department Total	773,405	689,345	671,799	671,799	100.0%	676,214

PLANNING-COMMUNITY DEVELOPMENT 1001-4610

Code	Expenditure Classification	Actual Expense 2017-18	Actual Expense 2018-19	Amended Budget 2019-20	Estimated Expense 2019-20	% of Budget Expended	Adopted Budget 2020-21
Personnel Services							
7010	Salaries & Wages	288,244	374,074	391,939	388,198	99.0%	425,148
7020	Wages, Part-time	7,000	5,200	12,000	5,860	48.8%	13,000
7110	Cafeteria Benefits	31,821	37,045	41,702	40,500	97.1%	57,982
7120	Deferred Comp	8,524	91	-	-	0.0%	-
7140	RHS	1,371	1,621	1,530	1,702	111.2%	2,018
7150	Medicare	4,252	4,903	4,665	4,980	106.8%	6,040
7160	PERS	73,011	92,819	91,098	96,740	106.2%	108,441
7165	Auto Allowance	2,120	3,008	5,762	5,500	95.5%	3,420
7166	Phone Allowance	-	-	-	350	0.0%	-
Total Personnel		416,344	518,761	548,696	543,830	99.1%	616,049
Operations & Maintenance							
7205	Advertising	5,685	1,218	7,000	7,662	109.5%	5,000
7229	Education & Training	430	-	500	250	50.0%	6,000
7241	Meetings & Conferences	6,024	1,570	2,500	2,190	87.6%	-
7247	Memberships & Dues	2,443	791	1,500	1,000	66.7%	1,800
7253	Mileage	204	64	-	100	0.0%	500
7265	Office Supplies	1,052	1,107	1,000	1,100	110.0%	1,500
7277	Printing	-	-	-	-	0.0%	-
7289	Subscriptions	-	-	-	-	0.0%	-
8940	Contracted Services	223,335	168,599	216,000	190,000	88.0%	255,000
8968	Filing Fees	2,381	528	19,000	1,000	5.3%	8,000
Total Operations & Maint.		241,553	173,877	247,500	203,302	82.1%	277,800
Department Total		657,897	692,638	796,196	747,132	93.8%	893,849

Personnel Schedule	Actual 2017-18	Actual 2018-19	Actual 2019-20	Adopted 2020-21
Full Time:				
Assistant Town Manager	0.50	0.90	0.80	0.50
Asst Director of Community Dev.	0.60	0.55	0.50	0.00
Planning Manager	0.00	0.00	0.00	1.00
Planner, Senior	0.50	0.00	1.00	1.00
Associate Planner	0.50	1.00	0.00	0.00
Executive Assistant	0.00	0.00	0.50	0.75
Executive Secretary	0.75	1.00	0.00	0.00
Part Time:				
Planning Commissioners	1.25	1.25	1.25	1.25
Total FTE's:	4.10	4.70	4.05	4.50

ECONOMIC AND BUSINESS DEVELOPMENT



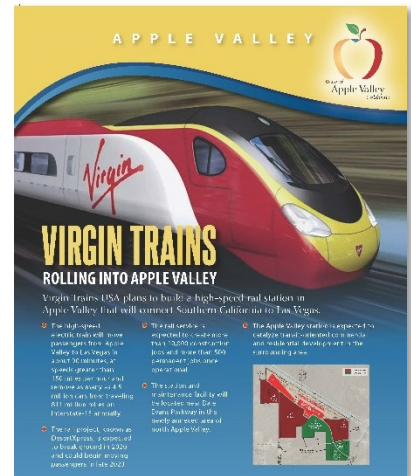
DESCRIPTION

The Economic and Business Development Department carries out the Town Council's *Vision 2020* goals by providing and creating services and programs that cultivate job creation, attract private investment, and spur development in Apple Valley. These activities increase revenues to the Town which fund essential municipal services and enhance the quality of life for Apple Valley residents.

Economic Development staff promotes Apple Valley and builds relationships with industrial site selection consultants and tenant representatives, commercial retailers, real estate brokers and developers, and business owners and decision-makers, through direct communication, tradeshows and conferences, association memberships, and marketing campaigns. Such business development leads to new companies, projects and investment entering Apple Valley.

Staff leverages resources by partnering with local Chambers of Commerce, the Village Property and Business Improvement District (PBID), San Bernardino County Economic Development Agency, Team California, and the Governor's Office of Business and Economic Development.

Staff works to solidify Apple Valley as a pro-business community by serving as a liaison between private and public agencies during a project's due diligence phase. During this stage, staff also provides feasibility studies, market reports and property data to assist a firm's site selection analysis. During the predevelopment design phase, staff advocates for a transparent and streamlined application of land use and development standards. Economic Development staff continues to support businesses throughout their operations in Apple Valley via the Business Visit Program and the award-winning Shop Local, Think Apple Valley campaign, which highlights the benefits of shopping local and the success stories of local entrepreneurs.



PROGRAM CHANGES FOR BUDGET YEAR 2020-21

Economic Development staff will continue to highlight the Big Lots Distribution Center and the coming soon Virgin Trains USA rail station in North Apple Valley, along with other recent successes, as indicators that Apple Valley is a strong location for business development and a cost-competitive alternative to the rising costs and

declining availability of development-ready, large-acre land in Southern California. Staff will continue to target business and real estate executives, industry professionals and site selection consultants, to expand the awareness of the Town's available residential, hospitality, commercial and industrial development opportunities. Services will also focus on strategic media placement and direct engagement with targeted job creators. Staff will continue to support small business development opportunities, including administering the Shop Apple Valley campaign and Village Property and Business Improvement District.

2019-20 HIGHLIGHTS

- Virgin Trains USA high-speed rail line, station and maintenance facility project advocacy and recruitment
- Big Lots continues development of 1.3 million sq. ft. distribution center, adding 400-500 operational jobs
- Region's first Corky's Kitchen and Bakery remodeling former restaurant space (opening 2Q 2020)
- Groundbreaking ceremony for Nico Plaza including Starbucks
- Chase Bank construction at Apple Valley and Bear Valley roads
- Continued to market "Source Local" business-to-business collaborations
- Continued Shop Local Campaign and Business Visitation Program
- Exhibited, presented, or attended retail and industry association events including High Desert Opportunity, NAIOP, IAMC, ICSC, CBC Real Estate Symposium
- Served as board member or liaison to Team California and Apple Valley Village PBID Association
- Town staff member obtained Master of Business Administration (MBA) degree



2020-21 GOALS AND OBJECTIVES

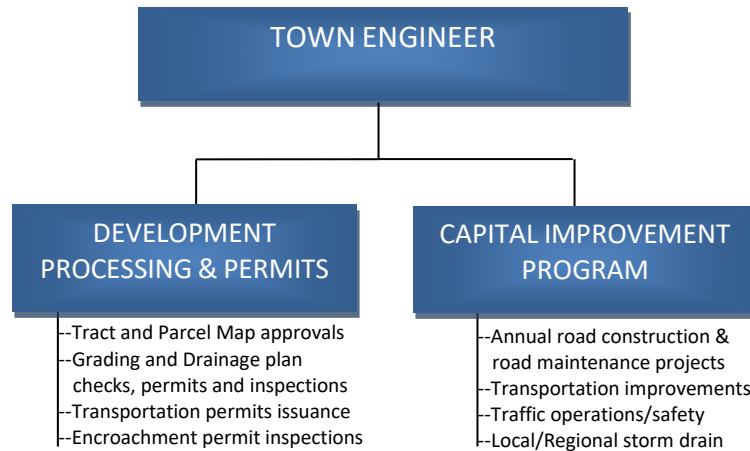
- Promote Apple Valley as a proven and competitive location for business and industry
- Cultivate relationships with site selectors, commercial real estate professionals and business owners
- Manage lead generation and business development relations, including responses to requests for information from site selectors
- Advocate for legislation to create and fund state economic development tools and programs
- Increase paid marketing
- Support local businesses through resource connections, including Shop Local campaign
- Partner with educational and workforce development organizations to enhance labor quality
- Pursue professional development and certification

PERFORMANCE MEASURES

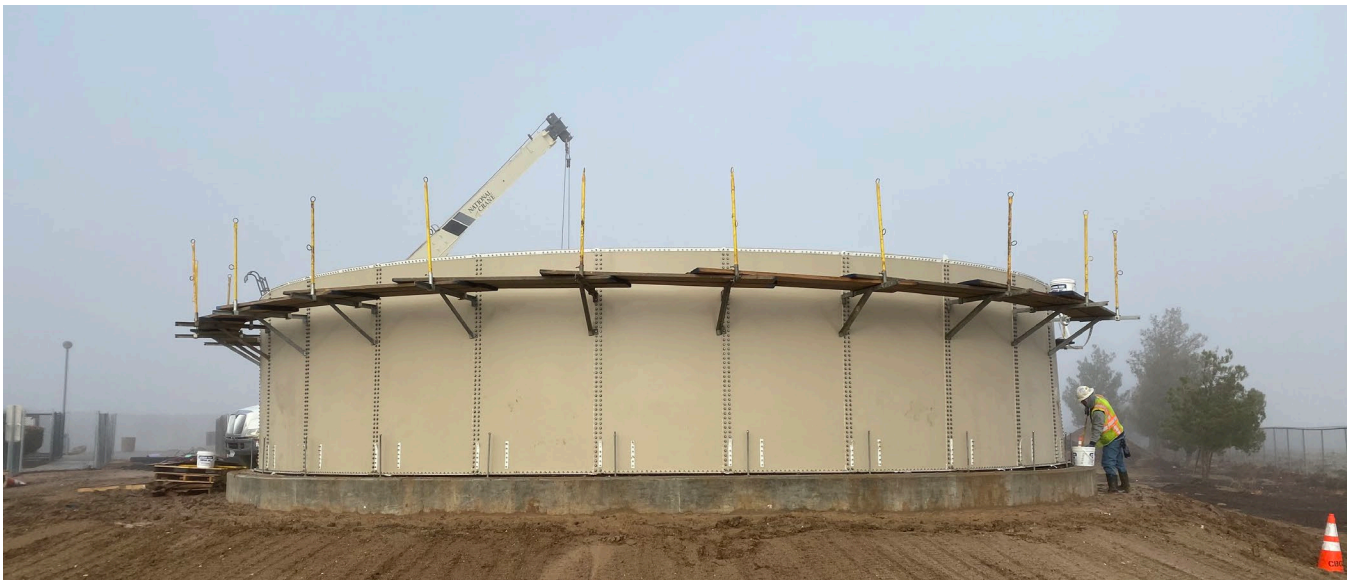
	Actual FY17-18	Actual FY18-19	Estimated FY19-20	Goal FY20-21
Shop Local Business Spotlights	40	40	30	30
Business Introductions and Tours	38	22	15	20
Media Placements in Industry Publications	15	15	5	10
Industry Conferences and Tradeshows	5	5	5	5
Boards/Committees	3	2	1	1
Speaking Engagements	5	12	7	7
Distribute Press Releases	4	5	5	7

ECONOMIC DEVELOPMENT 1001-4310							
Code	Revenue Classification	Actual Expense 2017-18	Actual Expense 2018-19	Amended Budget 2019-20	Estimated Expense 2019-20	% of Budget Expended	Adopted Budget 2020-21
Personnel Services							
7010	Salaries & Wages	-	52,186	188,596	176,345	93.5%	109,866
7110	Cafeteria Benefits	-	6,987	19,722	19,722	100.0%	12,418
7140	RHS	-	243	883	883	100.0%	567
7150	Medicare	-	755	2,622	2,622	100.0%	1,643
7160	PERS	-	13,707	52,758	52,758	100.0%	35,909
7165	Auto Allowance	-	-	4,400	6,000	136.4%	3,420
7166	Phone Allowance	-	-	-	350	0.0%	-
Total Personnel		-	73,878	268,981	258,680	96.2%	163,823
Operations & Maintenance							
7205	Advertising	20,569	13,572	23,000	23,000	100.0%	21,000
7229	Education & Training	1,065	333	2,500	1,000	40.0%	1,000
7241	Meetings & Conferences	1,608	8,220	2,500	1,435	57.4%	-
7247	Memberships & Dues	4,795	5,152	5,000	5,000	100.0%	5,200
7253	Mileage	564	874	2,000	-	0.0%	300
7265	Office Supplies	212	38	1,000	300	30.0%	250
7271	Postage	188	883	500	500	100.0%	1,500
7277	Printing	1,101	66	2,500	500	20.0%	6,000
7289	Subscriptions	5,291	865	3,000	1,500	50.0%	1,200
7330	Hardware/Software	-	-	500	-	0.0%	500
7515	Marketing	1,097	5,986	5,000	7,000	140.0%	7,000
7584	Sponsorships	2,000	250	7,500	2,000	26.7%	8,500
7640	Events & Tradeshows	5,100	22,968	28,000	20,000	71.4%	28,000
8940	Contracted Services	3,725	1,841	5,000	2,500	50.0%	15,400
Total Operations and Maintenance		47,314	61,048	88,000	64,735	73.6%	95,850
Department Total		47,314	134,927	356,981	323,415	90.6%	259,673
Personnel Schedule							
		Actual 2017-18	Actual 2018-19	Actual 2019-20	Adopted 2020-21		
Full Time:							
Director of Business Development and Communications		0.00	0.00	0.85	0.50		
Administrative Assistant, Senior		0.00	0.00	0.75	0.50		
Administrative Secretary		0.00	0.75	0.00	0.00		
Total FTE's:		0.00	0.75	1.60	1.00		

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 is instrumental 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.



2019-20 ACCOMPLISHMENTS

- **Apple Valley Desert Water Reuse Project:** Installed connecting pipelines from the Apple Valley Water Reclamation Plant bringing clean, recycled water suitable for irrigation and groundwater recharge to Brewster Park, Civic Center Park, Thunderbird Park and the Apple Valley Golf Course. New water tanks and booster pumps were constructed at Brewster and Civic Center Parks.
- **Apple Valley South Safe Routes to School:** Awarded a contract and began construction of access improvements adjacent to Apple Valley High School, Sandia Academy, and Mariana Academy.
- **Road Resurfacing Projects:** Resurfaced 44 miles of local roadways as identified in the Pavement Management System (PMS) extending the life of the streets.
- **Apple Valley Road and Highway 18 Realignment:** Completed design and Right of Way acquisition and began the bid and award process for the project that will realign the intersection of Apple Valley Road and SR 18.
- **Jess Ranch Parkway at Marketplace Drive Signal Modification:** Modified the existing signal to include protected left turns in each direction.

- **Kasota-Tuscola Connector Road:** Constructed a new road connecting Kasota Road to Tuscola Road due to the abandonment of the Outer Highway.
- **All Way Stop Installation:** Upon completion of warrant studies, installed all-way stops at the intersections of Apple Valley Road and Jess Ranch Parkway and Flathead Road/Shoshonee Road and Tonawanda Road.
- Installed **Detectable Warning Surfaces** on 35 existing ADA ramps bringing them to current standards

2020-2021 GOALS AND OBJECTIVES

- **Bear Valley Bridge:** Continue to work with consultant to obtain Right-of-way certification from Caltrans and finalize the plans and specifications for the bridge rehabilitation and widening.
- **Town-wide School Zone Analysis:** Retain a Traffic Engineering firm to conduct a comprehensive analysis of the school zones within the Town and provide recommendations for traffic control modifications.
- **Navajo Road Drainage Modification:** Install concrete pipe to redirect storm water from Navajo Road south of the Apple Valley Community Center to a modified retention basin at James Woody Park.
- **Rio Vista Safe Routes to School:** Construct new sidewalk along the west side of Havasu Road between the Rio Vista Academy and Kasanka Trail as well as

new curb, gutter, and sidewalk along Cronese Lane from Havasu Road to Cochise Road.

- **Stoddard Wells Road Widening:** Design and begin construction to widen Stoddard Wells Road from Interstate 15 to Johnson Road.
- **Reata Road Modifications:** Modify the existing traffic signal to include the addition of protected left turns for north and southbound traffic. Construct new ADA accessible ramps.
- **Bear Valley Road Intersection Improvements:** Complete the design of improvements along Bear Valley Road at Kiowa and Navajo Roads.
- **Paving Priorities:** Conduct Town-wide resurfacing based on the Town's Pavement Management System (PMS) prioritizing local roads.
- 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 and Los Angeles Metro, including environmental clearance, approval, design



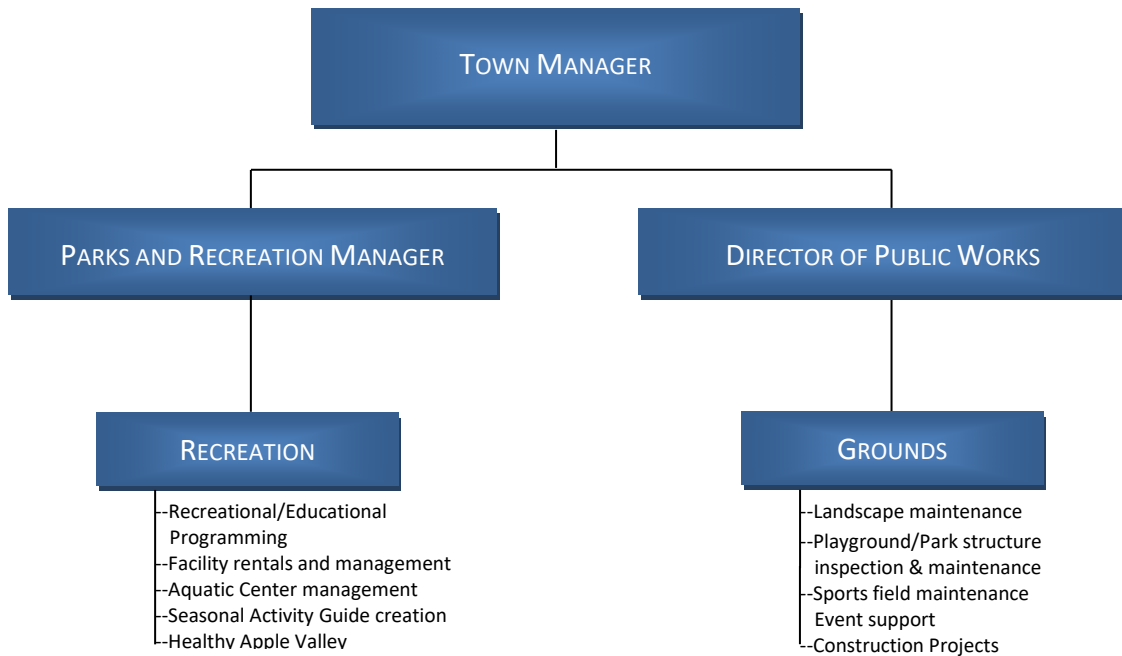
and anticipated construction.

Department Workload Indicators			
	Goal FY 19-20	Actual FY 19-20	Goal FY 20-21
1. Capital Improvement Projects Construction completed	4	5	5
2. Design Projects completed	3	3	3
3. Planning Projects reviewed and conditioned	30	20	30
4. Grading Plans reviewed and approved	100	115	100
5. Improvement Plans reviewed and approved	15	20	20
6. Parcel and Tract Maps reviewed and approved	5	8	8
7. Encroachment Permits processed	600	735	600
8. CRM (Citizen Response Management) requests processed	70	68	70
9. Traffic Collisions Data Reports recorded in database	425	410	425
10. Traffic Surveys performed	5	11	15
Department Performance Measures			
	Goal FY 19-20	Actual FY 19-20	Goal FY 20-21
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%	75%	100%
5. Improvement Plans processed within allotted time*	100%	100%	100%
6. Parcel and Tract Maps processed within allotted time*	100%	100%	100%
7. Encroachment Permits processed within 1 business day	100%	100%	100%
8. Responses to CRM requests within two weeks	100%	100%	100%
9. Traffic Collision Data Reports recorded in database within ten days	100%	100%	100%
10. Traffic Surveys completed within 30 days	100%	70%	100%

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

ENGINEERING 1001-4410							
Code	Expenditure Classification	Actual Expense 2017-18	Actual Expense 2018-19	Amended Budget 2019-20	Estimated Expense 2019-20	% of Budget Expended	Adopted Budget 2020-21
	Operations & Maintenance						
7205	Advertising	80	-	-	-	0.0%	-
7265	Office Supplies	109	63	300	300	100.0%	300
7277	Printing	137	277	300	200	66.7%	300
8964	Engineering Contractor	555,909	711,334	627,300	661,400	105.4%	737,000
	Total Operations & Maint.	556,236	711,673	627,900	661,900	105.4%	737,600
	Department Total	556,236	711,673	627,900	661,900	105.4%	737,600

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 11 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.



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 seven school campuses, special events, yearly running events and a triathlon, 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.

2020-21 PROGRAMMATIC CHANGES

The Parks and Recreation Department, continues to apply strategies outlined in the Recreation Master Plan in an effort to maintain the Town's network of parkland and recreational opportunities. New park amenities financed by Quimby funds will be added during this time at multiple sites throughout the Town.

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—While our field use remained at capacity, the break in activities due to the COVID-19 outbreak allowed sports field turf to strengthen and gave unprecedented opportunity rest and repair.

Capital Requests/Fixed Assets – FY 2020-21 Will see the use of Quimby funds to add features at our parks from shade structures and baseball fields to equestrian features and corn hole courts. Additionally, capital projects that are contingent on CDBG allocations will conclude with the installation of a restroom at Mendel Park and the installation of security camera system throughout James Woody.

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. We will continue to look for and added activities and enhancements to our robust line-up of special events.

2019-20 HIGHLIGHTS

- Added a 5k Hoppy Trails event that quickly sold out.
- Added a "Summer Kick-off" special event that helped showcase recreation classes.
- Expanded "Trunk or Treat" and the Christmas Tree Lighting to festival status.
- Held successful public workshops to gather input for new park amenities.
- Planned public input opportunities at subject specific workshops.
- Added "Stay at Home" features and activities on-line.
- Installed new and efficient pool cover at Civic Center Park Pool.

2020-21 GOALS AND OBJECTIVES

- Host a Bridal Expo at the Conference Center.
- Install family friendly and active use amenities at multiple locations.
- Increase partnerships to offer more programming.
- Increase Facility Rental revenue by 10%
- Develop eSports programming and leagues.
- Complete CDBG projects at Mendel Park and James Woody Park.
- Add park acreage
- Improve the camping experience at Horsemen's Center Park.
- Add on-line reservation ability for camping.
- Attract more triathlon participant with a pre-race camping event.
- Increase Marketing for our rental facilities.
- Increase marketing and attendance at Aquatic Center.
- Enhance and Increase activities at special events

PARKS & RECREATION - GROUNDS 1001-6190							
Code	Expenditure Classification	Actual Expense 2017-18	Actual Expense 2018-19	Amended Budget 2019-20	Estimated Expense 2019-20	% of Budget Expended	Adopted Budget 2020-21
7010	Salaries & Wages	357,978	281,235	293,851	282,800	96.2%	368,238
7020	Wages Part-Time	48,353	48,516	103,335	45,000	43.5%	111,279
7025	Part-Time Sick Leave	775	778	-	734	0.0%	3,709
7030	Wages Overtime	4,934	4,270	-	2,000	0.0%	-
7110	Cafeteria Benefits	71,606	65,869	68,510	59,000	86.1%	85,879
7120	Deferred Comp	3,224	22	-	-	0.0%	-
7140	RHS	1,599	1,295	1,469	1,370	93.3%	1,844
7150	Medicare	5,883	4,855	5,759	5,247	91.1%	6,961
7160	PERS	47,256	65,657	35,876	68,939	192.2%	99,589
	Total Personnel	541,609	472,495	508,800	465,090	91.4%	677,499
7180	Uniforms	3,944	4,214	5,000	3,500	70.0%	524
7223	Disposal Services	12,913	13,306	12,000	15,000	125.0%	15,000
7229	Education & Training	2,139	249	2,000	2,000	100.0%	2,500
7241	Meetings & Conferences	286	24	500	126	0.0%	-
7247	Memberships & Dues	72	195	500	500	100.0%	600
7259	Misc Costs	-	42	100	100	100.0%	100
7265	Office Supplies	70	217	-	75	0.0%	-
7295-0109	Utilities - Phones	8,281	8,639	7,200	8,400	116.7%	9,000
7295-0847	Utilities - Electricity	39,530	38,644	36,800	36,800	100.0%	40,000
7295-0848	Utilities - Natural Gas	624	-	-	-	0.0%	-
7295-0849	Utilities - Water	745,932	574,358	677,050	577,050	85.2%	675,000
7310	Assessment District Costs	1,939	2,036	2,000	2,139	107.0%	2,300
7360	Safety & Security	637	1,486	450	610	135.6%	450
7367	Signing	405	530	360	360	100.0%	300
7383	Vandalism Repairs	160	1,087	2,580	2,000	77.5%	2,500
7655	Building Maintenance	77	319	450	700	155.6%	700
7755	Grounds Maintenance	53,582	35,811	34,150	35,000	102.5%	45,000
7755-1080	Ground Maintenance	5,000	-	-	-	0.0%	-
7760-2000	Playground Maintenance	2,336	404	7,155	7,155	100.0%	7,000
7765-1000	Sports Field Maintenance	2,749	1,132	5,850	3,000	51.3%	6,000
7770	Sports Field Light Maintenance	1,098	6,508	3,900	3,500	89.7%	3,500
7775	Sports Field Lighting Usage	5,456	5,359	12,500	7,000	56.0%	12,000
7780	Sprinkler Supplies	76,196	50,336	32,000	40,000	125.0%	35,000
7970	Small Tools	3,920	2,399	3,600	3,000	83.3%	3,000
8940	Contract Services	1,063	-	-	-	0.0%	-
9013	Communications Equip	-	170	-	-	0.0%	-
9026	Equipment Maintenance	9,557	6,687	13,500	13,500	100.0%	13,500
9039	Equipment Rental	264	400	2,055	1,300	63.3%	2,000
9052	Gasoline, Diesel, Oil	36,276	40,660	45,000	38,000	84.4%	45,000
9078	Safety Equipment	765	975	1,350	1,350	100.0%	1,400
9091	Vehicle Maintenance	7,771	11,948	11,700	11,000	94.0%	12,000
9120	Capital Outlay	3,089	-	7,000	7,700	110.0%	15,000
9300	Capital Projects	-	-	-	-	0.0%	50,000
	Total Operations & Maint.	1,026,132	845,843	926,750	820,865	88.6%	999,374
	Department Total	1,567,742	1,318,338	1,435,550	1,285,955	89.6%	1,676,873
	Personnel Schedule		Actual 2017-18	Actual 2018-19	Actual 2019-20	Adopted 2020-21	
	Full Time:						
	Public Works Supervisor		0.00	0.69	0.69	0.75	
	Grounds Services Worker, Senior		0.00	0.00	0.92	1.00	
	Maintenance Worker II		0.00	0.00	1.00	1.00	
	Maintenance Worker I		0.00	0.00	4.75	5.00	
	Ground Services Worker III		0.93	0.93	0.00	0.00	
	Ground Services Worker II		2.67	2.67	0.00	0.00	
	Ground Services Worker I		3.00	3.00	1.00	1.00	
	Part Time:						
	Grounds Services Aides		3.96	3.96	3.96	3.96	
	Total FTE's:		10.56	11.25	12.32	12.71	

PARKS & RECREATION - AQUATIC CENTER 1001-6640							
Code	Expenditure Classification	Actual Expense 2017-18	Actual Expense 2018-19	Amended Budget 2019-20	Estimated Expense 2019-20	% of Budget Expended	Adopted Budget 2020-21
Personnel Services							
7010	Salaries & Wages	96,829	85,254	82,659	82,074	99.3%	79,714
7020	Wages Part-Time	124,660	131,982	131,006	105,000	80.1%	147,842
7025	Part-Time Sick Leave	1,537	323	875	1,600	182.9%	4,928
7030	Wages Overtime	2,295	967	600	1,400	233.3%	-
7110	Cafeteria Benefits	16,961	16,593	16,453	16,763	101.9%	17,278
7120	Deferred Compensation	926	8	-	-	0.0%	-
7140	RHS	450	380	413	373	90.3%	402
7150	Medicare	3,254	2,958	3,098	3,000	96.8%	3,308
7160	PERS	13,893	7,765	15,591	20,473	131.3%	21,962
7166	Phone Allowance	-	-	5	455	9100.0%	588
Total Personnel		260,804	246,230	250,700	231,138	92.2%	276,022
Operations & Maintenance							
7180	Uniform Expenses	2,921	3,816	3,000	3,000	100.0%	3,000
7205	Advertising	120	496	1,250	1,250	100.0%	2,000
7229	Education & Training	35	2,879	500	-	0.0%	1,400
7247	Memberships & Dues	-	120	30	30	100.0%	200
7259	Miscellaneous	81	15	200	200	100.0%	250
7265	Office Supplies/Exp	-	-	70	70	100.0%	150
7277	Printing	-	-	200	200	100.0%	200
7295-0847	Utilities - Electricity Usage	36,181	36,647	40,000	40,000	100.0%	40,000
7295-0848	Utilities - Natural Gas Usage	41,422	56,783	46,208	60,000	129.8%	45,000
7295-0849	Utilities - Water Usage	12,417	18,554	13,250	13,250	100.0%	13,250
7313	Concession Items	3,251	2,326	1,817	1,817	100.0%	-
7330	Hardware/Software Supplies Exp.	2,662	1,328	1,400	500	35.7%	1,400
7360	Safety & Security	1,377	448	1,800	3,302	183.4%	1,800
7655	Building Maintenance	7,854	13,749	8,575	13,000	151.6%	15,000
7755	Grounds Maintenance	-	123	1,500	750	50.0%	1,500
7970	Small Tools	43	11	100	100	100.0%	100
8118	AV Swim Club	50	141	150	197	131.3%	200
8138	Evening Lap Swim	50	-	-	-	0.0%	-
8143	Guard Start	348	565	285	283	99.3%	315
8148	Lifeguard Training	1,801	1,544	1,400	2,000	142.9%	1,500
8153	Open Water Diver Course	2,070	1,017	-	-	0.0%	-
8158	Open Rec Swim	123	89	500	500	100.0%	500
8163	Pool Chemicals	24,178	23,884	25,300	25,300	100.0%	25,300
8168	Pool Special Event	3,265	3,498	3,000	2,200	73.3%	2,500
8183	Swim Lessons	392	141	2,100	1,000	47.6%	1,000
8185	Swim Fair	22	275	150	150	100.0%	-
8188	Water Aerobics	443	809	1,000	2,000	200.0%	7,200
9026	Equipment Maintenance	33,049	18,807	14,000	11,000	78.6%	50,000
9078	Safety Equipment	1,782	3,334	2,000	1,000	50.0%	3,500
9120	Capital Equipment	-	-	16,640	16,867	101.4%	-
9300	Capital Projects	32	5,707	-	-	0.0%	-
Total Operations & Maint.		175,969	197,105	186,425	199,966	107.3%	217,265
Department Total		436,773	443,335	437,125	431,104	98.6%	493,287
Personnel Schedule		Actual 2017-18	Actual 2018-19	Actual 2019-20	Adopted 2020-21		
Full Time:							
Parks & Recreation Manager		0.05	0.05	0.05	0.05		
Maintenance Supervisor		0.00	0.19	0.19	0.19		
Recreation Supervisor		0.48	0.24	0.20	0.20		
Administrative Assistant, Senior		0.00	0.00	0.09	0.09		
Administrative Secretary		0.09	0.09	0.00	0.00		
Maintenance Worker , Senior		0.19	0.00	0.00	0.00		
Recreation Coordinator		0.00	0.00	0.10	0.10		
Maintenance Worker II		0.36	0.36	0.36	0.36		
Maintenance Worker I		0.03	0.03	0.03	0.03		
Recreation Specialist		0.00	0.66	0.15	0.15		
Office Assistant, Senior		0.12	0.12	0.12	0.12		
Office Assistant		0.12	0.12	0.12	0.12		
Recreation Assistant		0.17	0.00	0.00	0.00		
Part Time:							
Recreation Assistant		0.00	0.07	0.22	0.22		
Assistant Pool Manager		0.00	0.00	0.28	0.35		
Lifeguard, Senior		0.29	0.29	0.00	0.00		
Lifeguard		4.35	3.64	4.14	4.23		
Recreation Leader I		0.00	0.00	0.25	0.00		
Recreation Leader II		0.24	0.26	0.25	0.28		
Sub-Total FTE's:		6.49	6.12	6.55	6.49		

PARKS & RECREATION - PROGRAMS 1001-6670

Code	Expenditure Classification	Actual Expense 2017-18	Actual Expense 2018-19	Amended Budget 2019-20	Estimated Expense 2019-20	% of Budget Expended	Adopted Budget 2020-21
Personnel Services							
7010	Salaries & Wages	270,455	290,376	382,290	312,000	81.6%	378,313
7020	Wages Part-Time	304,632	237,274	281,612	245,000	87.0%	333,664
7030	Wages Overtime	335	1,301	-	2,000	0.0%	-
7110	Cafeteria Benefits	57,442	57,597	84,671	75,000	88.6%	87,633
7120	Deferred Compensation	2,638	15	-	-	0.0%	-
7140	RHS	1,326	1,201	1,911	1,662	87.0%	1,911
7150	Medicare	8,351	7,384	10,642	9,000	84.6%	10,379
7160	PERS	44,172	26,600	76,510	88,120	115.2%	105,231
7165	Auto Allowance	92	-	-	-	0.0%	-
7166	Phone Allowance	-	-	-	1,200	0.0%	3,810
Total Personnel		689,441	621,749	837,636	733,982	87.6%	920,941
Operations & Maintenance							
7180	Uniforms	-	24	-	-	0.0%	-
7223	Disposal Services	5,473	10,863	8,000	10,000	125.0%	8,000
7283	Rent	-	-	-	80	0.0%	-
7360	Safety & Security	1,285	-	4,000	1,000	25.0%	4,000
7835	Craft Fairs	314	394	400	101	25.3%	690
7840	Flea Markets	609	1,086	1,350	-	0.0%	1,420
7850	Freedom Festival	62,541	25,000	5,000	5,000	100.0%	5,000
7855	Concerts in the Park	25,379	13	11,575	2,000	17.3%	11,575
8026	Adult Basketball	4,120	-	4,750	3,000	63.2%	4,750
8062	Softball	2,573	-	4,757	2,000	42.0%	5,165
8250	After School Program	19,564	16,861	30,000	20,000	66.7%	30,000
8450	Day Camp	1,413	3,016	3,575	3,000	83.9%	8,000
8502	Academic Tots	8,626	-	-	-	0.0%	-
8506	Archery	608	-	-	-	0.0%	-
8508	Music Starz	271	-	-	-	0.0%	-
8508	Arts & Crafts	15,617	12,262	13,000	13,170	101.3%	12,600
8512	Ballet & Tap	7,300	9,778	9,800	7,804	79.6%	9,135
8514	Baton Twirling	1,970	2,420	2,000	1,835	91.8%	1,260
8516	Belly Dancing	351	-	-	-	0.0%	-
8520	Cheer-Tumbling	6,665	6,499	5,800	5,514	95.1%	6,570
8526	CPR & First Aid	529	657	-	44	0.0%	-
8531	Dog Obedience	301	461	-	239	0.0%	-
8533	Driver's Ed	616	904	745	665	89.3%	720
8539	Golf Lessons	110	-	-	-	0.0%	-
8541	Guitar Lessons	2,066	2,683	2,500	2,291	91.6%	2,583
8555	Low Impact Aerobics	1,455	946	2,300	938	40.8%	1,008
8559	Parent & Tot	133	4,451	5,200	77	1.5%	-
8576	Ski and Snowboard 101	2,136	6,184	-	-	0.0%	-
8576-5000	Summer Camps	721	8,214	2,100	7,500	357.1%	6,300
8579	Tae Kwon Do	11,035	8,837	7,400	7,146	96.6%	6,000
8581	Tai Chi	6,462	5,426	4,600	4,001	87.0%	4,725
8583	Tennis	3,891	1,328	950	1,500	157.9%	630
8591	Yoga	5,558	5,460	5,229	4,200	80.3%	4,095
8600	Parking Fee	4,280	5,218	17,500	5,000	28.6%	7,000

PARKS & RECREATION - PROGRAMS 1001-6670

Code	Expenditure Classification	Actual Expense 2017-18	Actual Expense 2018-19	Amended Budget 2019-20	Estimated Expense 2019-20	% of Budget Expended	Adopted Budget 2020-21
8706	AV Most Talented Kid	-	-	75	89	118.7%	-
8715	Bunny Run	1,576	1,830	1,850	1,287	69.6%	1,750
8721	Winter Wonderland	2,475	12	-	-	0.0%	-
8727-5000	Cross Country Meet	58	-	-	-	0.0%	-
8728	Eggstravaganza	9	-	-	-	0.0%	-
8729	Farmers Market	-	1	-	-	0.0%	-
8733	Firecracker Run	1,502	2,085	1,850	1,850	100.0%	1,975
8744	Healthy Apple Valley	54	-	-	-	0.0%	-
8764	Special Apples	75	63	-	60	0.0%	-
8766	Teen Events	184	531	-	1,013	0.0%	750
8775-5000	Toddler Olympics	529	255	200	352	176.0%	150
8784	Turkey Run	1,847	960	1,850	1,799	97.2%	1,975
8790	Teen Zone	169	-	-	51	0.0%	-
8805	Adventures in PW Sports	514	797	970	1,500	154.6%	970
8812	Coed Volleyball	1,099	1,549	1,520	-	0.0%	1,496
8830	Winter Peewee/Hotshots Basketball	170	680	1,065	1,065	100.0%	1,065
8858	Summer Peewee/Hotshots Basketball	500	707	925	925	100.0%	940
8860	Summer Youth Basketball	3,752	1,350	3,875	2,000	51.6%	3,575
8880	Winter Youth Basketball	6,325	8,878	7,500	8,000	106.7%	7,419
8885	Youth Track Meet	189	222	300	-	0.0%	-
8940	Contract Services	-	-	-	250	0.0%	-
Total Operations & Maint.		224,997	158,906	174,511	128,346	73.5%	163,291
Department Total		914,438	780,655	1,012,147	862,328	85.2%	1,084,232

Personnel Schedule	Actual 2017-18	Actual 2018-19	Actual 2019-20	Adopted 2020-21
Full Time:				
Parks & Recreation Manager	0.63	0.65	0.58	0.58
Recreation Supervisor	1.40	0.69	0.70	0.70
Administrative Assistant, Senior	0.00	0.00	0.66	0.66
Administrative Secretary	0.66	0.66	0.00	0.00
Recreation Coordinator	0.00	0.00	0.85	0.85
Recreation Specialist	0.00	2.14	1.74	1.74
Office Assistant, Senior	0.86	0.86	0.86	0.86
Office Assistant	0.88	0.88	0.88	0.88
Recreation Assistant	1.96	2.00	1.74	1.74
Part Time:				
Recreation Assistant	0.96	0.96	0.57	0.51
Recreation Leader II	5.68	4.47	3.92	4.08
Recreation Leader I	3.22	3.12	6.43	6.89
Sub-Total FTE's:	16.25	16.43	18.93	19.49

PARKS & RECREATION - ADMIN 1001-6820

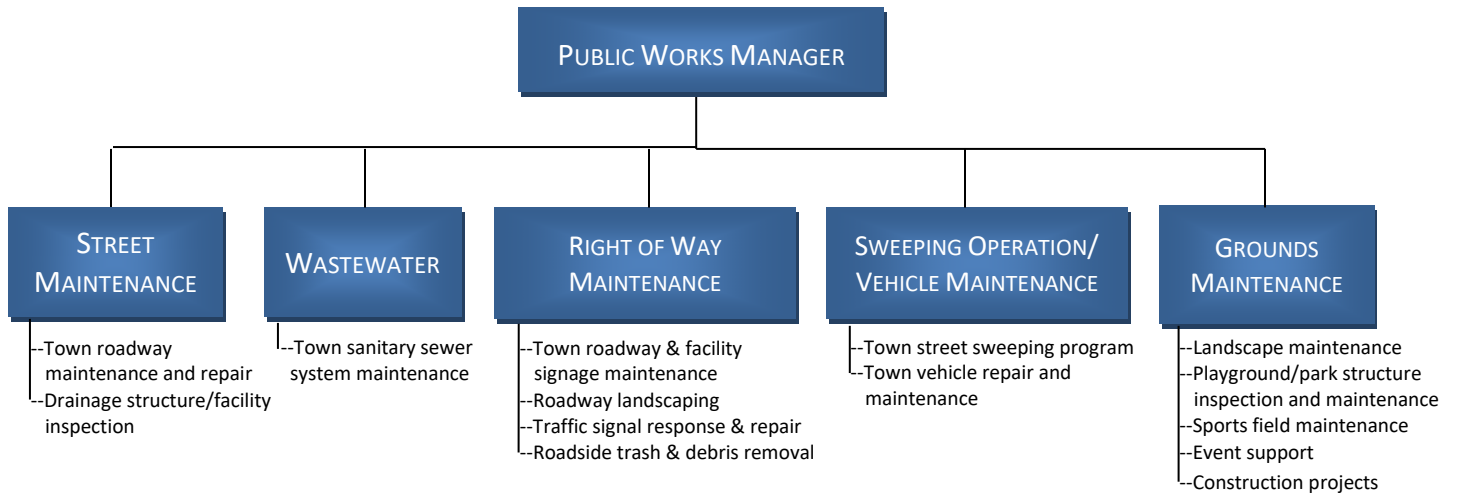
Code	Expenditure Classification	Actual Expense 2017-18	Actual Expense 2018-19	Amended Budget 2019-20	Estimated Expense 2019-20	% of Budget Expended	Adopted Budget 2020-21
Personnel Services							
7010	Salaries & Wages	74,811	44,432	41,049	35,760	87.1%	38,824
7020	Wages Part-Time	2,281	2,094	3,000	6,500	216.7%	6,000
7025	Part-Time Sick Leave	5,022	4,834	5,000	7,000	140.0%	200
7030	Wages Overtime	1	141	-	147	0.0%	-
7110	Cafeteria Benefits	8,023	5,369	6,592	7,088	107.5%	7,149
7120	Deferred Compensation	2,267	18	-	-	0.0%	-
7140	RHS	358	174	205	181	88.3%	197
7150	Medicare	1,180	726	639	679	106.3%	659
7160	PERS	65,250	61,728	9,394	9,344	99.5%	10,914
7165	Auto Allowance	778	(187)	-	-	0.0%	-
7166	Phone Allowance	-	-	-	200	0.0%	594
Total Personnel		159,970	119,329	65,879	66,899	101.5%	64,537

Operations & Maintenance							
7180	Uniforms	-	540	1,150	1,403	122.0%	1,500
7205	Advertising	-	176	2,500	1,500	60.0%	2,500
7223	Disposal Services	-	-	-	450	0.0%	-
7229	Education & Training	3,254	2,558	425	4,194	986.8%	1,550
7241	Meetings & Conferences	846	763	5,025	2,314	46.0%	-
7247	Memberships & Dues	930	510	1,255	1,255	100.0%	1,255
7253	Mileage Exp/Allowance	-	-	-	-	0.0%	125
7259	Miscellaneous	3	12	125	125	100.0%	-
7265	Office Supplies/Exp	1,880	1,496	1,250	1,250	100.0%	1,250
7271	Postage	14,200	14,422	14,000	13,000	92.9%	18,000
7277	Printing	17,570	18,660	21,000	18,000	85.7%	21,000
7289	Subscriptions	266	-	-	-	0.0%	-
7330	Hardware/Software Supplies Exp	6,856	7,023	9,250	7,500	81.1%	9,250
7370	Special Dept Supplies/Exp	478	89	500	500	100.0%	500
7375	Staff Services	29	20	250	200	80.0%	1,750
8940	Contract Services	1,950	-	5,000	7,000	140.0%	5,000
9026	Equipment Maintenance	-	8	-	-	0.0%	-
9052	Gasoline, Diesel, Oil	382	1,418	750	750	100.0%	750
9065	Leased Equipment	411	307	600	500	83.3%	600
9091	Vehicle Maintenance	357	-	1,000	1,300	130.0%	1,000
Total Operations & Maint.		49,413	48,003	64,080	61,241	95.6%	66,030

Department Total		209,383	167,332	129,959	128,140	98.6%	130,567
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Personnel Schedule	Actual 2017-18	Actual 2018-19	Actual 2019-20	Adopted 2020-21
Full Time:				
Assistant Town Manager	0.10	0.00	0.00	0.00
Parks & Recreation Manager	0.18	0.18	0.15	0.15
Recreation Supervisor	0.12	0.07	0.10	0.10
Administrative Assistant, Senior	0.00	0.00	0.16	0.16
Administrative Secretary	0.16	0.16	0.00	0.00
Recreation Coordinator	0.00	0.00	0.05	0.05
Recreation Specialist	0.00	0.20	0.11	0.11
Recreation Assistant	0.04	0.00	0.04	0.04
Part Time:				
Parks & Recreation Commissioners	1.25	1.25	1.25	1.25
Sub-Total FTE's:	1.85	1.86	1.86	1.86

PUBLIC WORKS



DEPARTMENT DESCRIPTION

The Public Works Department is comprised of three main divisions: Wastewater, Street Maintenance and Grounds Maintenance.

The Street Maintenance Division is responsible for the ongoing street maintenance obligation of roadway repair, striping, signing, sweeping, landscaping, right of way maintenance, vehicle maintenance, and traffic signal system maintenance.

The Wastewater Division is responsible 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 Grounds Maintenance Division is responsible for all landscaping, turf management and sports field maintenance in the Town’s 11 parks and 132 acres of developed land, including playground and recreational use areas.

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.

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 8 pumping/lift stations. The system serves approximately 11,000 Town customers (residential, commercial and industrial) generating an average daily flow of approximately 1.9 million gallons.

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

Right-Of-Way: Responsible for the maintenance and repair of Town roadway 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 and weed removal.

Sweeping Operation/Vehicle Maintenance: Responsible for sweeping over 195 lane miles, 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 11 parks and 132 acres of developed land. The Division is also responsible for event support for many of the various departments within the Town organization.



2019-20 HIGHLIGHTS

- Continued sewer manhole rehabilitation project
- Replaced sewer manhole covers in Sewer Assessment District #2-A (year 2 of 7)
- Completed Sewer System Management Plan Update
- Replaced all street name signs at Tract# 14155 (Ochoa Road c/s Rincon)
- Replaced traffic signal cabinet at Central Road and Esaws
- One employee obtained a Class B Driver's License
- Removed restroom building from former Cramer Park
- Removed six trees at James Woody Park due to bark beetle infestation
- Removed one dead tree at Lions Park and at Norm Schmidt Park
- Continued to support all Town events

2020-21 GOALS AND OBJECTIVES

- Continue sewer manhole rehabilitation project
- Continue to replace sewer manhole covers in Sewer Assessment District #2-A (year 3 of 7)
- Sewer main replacement at locations identified by the Town's Sewer System Management Plan
- Protect public health by minimizing the frequency and impact of sewer system overflows
- Continue to replace street name signs
- Maintain a clean, safe and graffiti-free Town
- Continue with fertilization program in the parks
- Complete Urban Forest Renewal and Community Orchard Project
- Replace irrigation system at James Woody Park
- Provide courteous, effective, and efficient customer service

Department Workload Indicators – Public Works				
	Actual FY 17-18	Actual FY 18-19	Estimated FY 19-20	Goal FY 20-21
Sewer Mainline Cleaned (miles)	14	32.91	32	30
Sewer Mainline Video Inspected (miles)	12	1,250ft.	1	5
Manholes Epoxy Coated	26	18	25	25
Dry Well Drainage Structures Cleaned	4	17	20	20
Street Name Signs Replaced	100	210	100	150
Roadway Signs Replaced	360	383	175	300
Roadway Marking Lane Lines Refreshed (miles)	1.14	501ft.	1	1
Trees Trimmed at Parks	466	824	600	600
Trees Planted at Parks	7	9	5	5
Graffiti Removed (Locations)	679	807	800	600
Single Family Sewer Permits	40	32	45	40
Single Family Additions Sewer Permits	7	10	5	10
Commercial Sewer Permits	3	2	2	10
Commercial TI Sewer Permits	16	14	7	15
Multi-Family Sewer Permits	2	3	4	5

Department Performance Measures – Public Works				
	Actual FY 17-18	Actual FY 18-19	Estimated FY 19-20	Goal FY 20-21
Clean the 8-lift station wet wells once per year	8	8	8	8
Sweep a minimum of 900 curb miles per year	1,168	947	900	900
Fill a minimum of 20,000 potholes per year	40,592	24,409	24,000	20,000
Conditions of approval issued within 10 business days	100%	100%	100%	100%
Responses to CRM (Citizen Request Management) requests within two weeks	100%	100%	100%	100%
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%

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Town of Apple Valley

STREET MAINTENANCE FUND

TOTAL BUDGET - \$ 1,729,403

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



STREET MAINTENANCE FUND

TOTAL APPROPRIATIONS - \$1,729,403

STREET MAINTENANCE FUND 2010-5010							
Code	Revenue Classification	Actual Revenue 2017-18	Actual Revenue 2018-19	Amended Budget 2019-20	Estimated Revenue 2019-20	% of Revenue Received	Adopted Budget 2020-21
BEGINNING FUND BALANCE		326,280	(87,327)	(884,413)	(884,413)		(884,413)
4170	Other Revenue Sources	165,905	-	-	-	0.0%	-
	Recycling Revenue	825	589	-	500	0.0%	500
4181	Refunds, Reimb, Rebates	1,525	3,880	-	10,971	0.0%	-
4255	Interest Earnings	35	4	-	-	0.0%	-
6809-5000	Section 2103	290,904	247,161	637,211	540,526	84.8%	620,714
6810	Section 2105	405,378	405,922	410,886	375,048	91.3%	389,401
6811	Section 2106	258,706	241,527	257,561	234,550	91.1%	243,535
6812	Section 2107	527,574	510,492	536,650	468,453	87.3%	468,453
6813	Section 2107.5	7,500	7,500	7,500	7,500	100.0%	7,500
6999	Transfer In - Fund 1001	273,289	-	-	-	0.0%	-
6999	Transfer In - Fund 2015	535,100	-	-	-	0.0%	-
Total Revenues		2,466,741	1,417,076	1,849,808	1,637,548	88.5%	1,730,103
Code	Expenditure Classification	Actual Expense 2017-18	Actual Expense 2018-19	Amended Budget 2019-20	Estimated Expense 2019-20	% of Budget Expended	Adopted Budget 2020-21
Personnel Services							
7010	Salaries & Wages	413,023	409,924	400,256	387,000	96.7%	406,775
7030	Wages Overtime	7,814	13,684	13,000	12,000	0.0%	-
7110	Cafeteria Benefits	68,897	82,693	73,955	70,500	95.3%	69,426
7120	Deferred Comp	3,630	22	-	-	0.0%	-
7140	RHS	1,813.45	1,886.67	1,936	1,982	102.4%	2,039
7150	Medicare	6,156	5,936	5,615	6,027	107.3%	5,919
7160	PERS	75,625	103,949	116,901	115,981	99.2%	127,379
Total Personnel		576,957	618,093	611,663	593,490	97.0%	611,538
Operations & Maintenance							
7180	Uniform cleaning and replacement	2,902	2,692	4,500	2,800	62.2%	1,405
7223	Disposal	1,363	1,362	1,800	1,500	83.3%	1,600
7229	Education & Training	973	1,319	3,800	2,300	60.5%	3,000
7241	Meetings & Conferences	331	165	500	315	63.0%	-
7247	Membership & Dues	457	650	900	1,000	111.1%	1,200
7253	Mileage	20	-	100	-	0.0%	-
7259	Miscellaneous	302	45	500	100	20.0%	300
7265	Office Supplies	221	185	750	150	20.0%	300
7277	Printing	21	14	100	100	100.0%	100
7289	Subscriptions	-	-	50	-	0.0%	-
7295-0109	Utilities Phones, Internet	6,639	6,818	5,200	4,300	82.7%	5,200
7295-0847	Utilities Electricity usage	120,947	141,074	125,000	114,100	91.3%	125,000
7295-0848	Utilities Natural gas usage	917	1,520	600	1,500	250.0%	600
7295-0849	Utilities Water usage	53,487	39,530	46,000	31,600	68.7%	48,000
7335-4951	NPDES - Compliance	68,305	-	-	-	0.0%	-
7336-4951	NPDES - Compliance - CAA	49,984	-	-	-	0.0%	-
7360	Safety & Security	879	269	1,500	200	13.3%	750
7655	Building Maintenance	6,048	7,592	10,000	4,000	40.0%	10,000
7755	Grounds Maintenance	-	1,388	700	4,700	671.4%	700
7914	Drain Maint. & Repair	-	372	500	-	0.0%	500
7928-0010	Paving & Sealing	171,206	20,810	40,000	20,000	50.0%	40,000
7935	ROW Maintenance	58,763	92,191	120,000	120,000	100.0%	180,000
7956	Signal & Lighting Maint.	120,808	109,588	150,000	80,000	53.3%	150,000

Code	Expenditure Classification	Actual Expense 2017-18	Actual Expense 2018-19	Amended Budget 2019-20	Estimated Expense 2019-20	% of Budget Expended	Adopted Budget 2020-21
7956-0010	Signal & Lighting Maint. - Engineering	109	-	-	-	0.0%	-
7963	Signing	18,445	31,104	45,000	35,000	77.8%	60,000
7970	Small Tools	2,208	4,638	3,500	1,500	42.9%	3,500
7977	Street Repairs	128,323	55,859	75,000	85,000	113.3%	100,000
7984	Street Striping	30,413	12,168	70,000	60,000	85.7%	70,000
7984-0010	Street Striping - Engineering	2,369	2,355	-	630	0.0%	-
7991	Street Sweeping	10,808	24,783	20,000	23,900	119.5%	25,000
7995-4951	Transit Services	7,568	620	8,000	1,500	18.8%	2,000
8940	Contract Services	-	10,620	10,000	-	0.0%	5,000
8964	Engineering Contractor	187	-	-	-	0.0%	-
8964-0020	Engineering Contractor - Drainage	3,825	15,712	7,000	7,000	100.0%	7,000
8964-0075	Engineering Contractor - Traffic	116,313	116,729	110,000	110,000	100.0%	120,000
9013	Communications Equipment & Maint	378	153	1,000	500	50.0%	500
9026	Equipment Maintenance	1,151	3,464	2,000	2,040	102.0%	2,000
9052	Gasoline, Diesel, Oil	27,045	30,083	30,000	31,500	105.0%	30,000
9065	Leased Equipment	471	1,580	2,500	-	0.0%	2,000
9078	Safety Equipment	387	544	1,500	900	60.0%	1,500
9091	Vehicle Maintenance	9,898	14,671	15,000	12,500	83.3%	15,000
9999	Administrative Overhead	817,600	817,600	817,600	228,395	27.9%	105,710
	Total Operations & Maint	1,842,071	1,570,271	1,730,600	989,030	57.1%	1,117,865
9120	Capital Outlay	461,320	25,798	45,500	55,028	-	-
	Total Capital Expenditures	461,320	25,798	45,500	55,028	0.0%	-
	Total Expenditures	2,880,347	2,214,163	2,387,763	1,637,548	68.6%	1,729,403
	ENDING FUND BALANCE	(87,327)	(884,413)	(1,422,368)	(884,413)	62.2%	(883,713)

Personnel Schedule	Actual 2017-18	Actual 2018-19	Actual 2019-20	Adopted 2020-21
Full Time:				
Director of Public Works	0.33	0.33	0.00	0.00
Public Works Manager	0.34	0.20	0.20	0.20
Public Works Supervisor	0.50	1.00	1.00	1.00
Administrative Analyst II	0.00	0.50	0.50	0.50
Administrative Analyst I	0.00	0.00	0.30	0.50
Administrative Secretary	0.00	0.20	0.00	0.00
Maintenance Worker, Senior	0.50	0.50	0.00	0.00
Fleet Mechanic	0.00	0.00	0.50	0.50
Maintenance Worker II	2.00	2.00	2.00	2.00
Maintenance Worker I	2.00	2.00	2.00	2.00
Custodian	0.00	0.50	0.50	0.50
Total FTE's:	5.67	7.23	7.00	7.20

SB1 ROAD MAINTENANCE and REHABILITATION FUND

TOTAL APPROPRIATIONS - \$1,262,600

ROAD MAINTENANCE and REHABILITATION FUND 2011							
Code	Revenue Classification	Actual Revenue 2017-18	Actual Revenue 2018-19	Amended Budget 2019-20	Estimated Revenue 2019-20	% of Revenue Received	Adopted Budget 2020-21
	BEGINNING FUND BALANCE	-	522,637	610,701	610,701		608,896
4255	Interest	-	-	-	-		-
6811	Gas Tax 2106	-	19,439	-	-		-
6814	SB1 Funding	437,715	1,241,790	1,215,918	1,223,603	100.6%	1,262,600
6815	SB1 Loan Repayment	84,922	83,432	83,432	82,590	99.0%	-
	Total Revenue	522,637	1,344,661	1,299,350	1,306,193	100.5%	1,262,600
Code	Expenditure Classification	Actual Expense 2017-18	Actual Expense 2018-19	Amended Budget 2019-20	Estimated Expense 2019-20	% of Budget Expended	Adopted Budget 2020-21
	Capital Projects (Infras.)						
9525	Paving - PMS Priorities	-	1,256,597	1,307,998	1,307,998	100.0%	1,262,600
	Total Expenditures	-	1,256,597	1,307,998	1,307,998	100.0%	1,262,600
	ENDING FUND BALANCE	522,637	610,701	602,053	608,896	122.0%	608,896

ARTICLE 3 FUND

TOTAL APPROPRIATIONS - \$335,392

Funding of Transportation Development Act, Article 3 for Rio Vista Safe Routes to School Project grant in the amount of \$281,495 and Thunderbird Bus Turnout Project grant in the amount of \$53,987.

ARTICLE 3 FUND 2013-5210							
Code	Revenue Classification	Actual Revenue 2017-18	Actual Revenue 2018-19	Amended Budget 2019-20	Estimated Revenue 2019-20	% of Revenue Received	Adopted Budget 2020-21
	BEGINNING FUND BALANCE	(91,769)	-	-	-		-
4181-0000	Refunds, Reimbursement, Rebates	91,769	-	-	-	0.0%	335,392
6835-0000	Bicycle Grant	-	37,450	-	-	0.0%	-
	Total Revenues	91,769	37,450	-	-	-	335,392
Code	Expenditure Classification	Actual Expense 2017-18	Actual Expense 2018-19	Amended Budget 2019-20	Estimated Expense 2019-20	% of Budget Expended	Adopted Budget 2020-21
9525	Paving-PMS Priorities	-	37,450	-	-	0.0%	-
9204	Rio Vista Safe Routes to School	-	-	-	-	0.0%	281,495
9206	Thunderbird Bus Turnout	-	-	-	-	0.0%	53,897
	Total Expenditures	-	37,450	-	-		335,392
	ENDING FUND BALANCE	-	-	-	-		-

LOCAL TRANSPORTATION FUND

TOTAL APPROPRIATIONS - \$531,103

LOCAL TRANSPORTATION FUND 2015-2021							
Code	Revenue Classification	Actual Revenue 2017-18	Actual Revenue 2018-19	Amended Budget 2019-20	Estimated Revenue 2019-20	% of Revenue Received	Adopted Budget 2020-21
	BEGINNING FUND BALANCE	1,628,702	3,364,038	1,443,759	1,443,759	100.00%	1,492,431
4255	Interest Earnings	24,511	30,510	-	12,000	0.0%	9,000
6804	Sales Tax - SB 325	2,281,702	662,418	79,095	79,095	100.0%	70,000
	Total Revenues	2,306,213	692,928	79,095	91,095	115.17%	79,000
Code	Expenditure Classification	Actual Expense 2017-18	Actual Expense 2018-19	Amended Budget 2019-20	Estimated Expense 2019-20	% of Budget Expended	Adopted Budget 2020-21
7977	Street Repairs	-	-	40,000	39,420	98.6%	-
8964	Eng Cont - General	-	-	-	-	0.0%	60,000
9292-4951	Bus Stop Imp.-Bear Valley and Central	241	14,526	-	-	0.0%	-
8940	Contract Services (Bike Lane Nwk Rev	-	7,405.00	-	-	0.0%	-
9500	Apple Valley Village Accessibility	35,536	324,610	-	-	0.0%	-
9525	Paving-PMS Priorities	-	1,987,477	-	-	0.0%	-
9575	Local Transit Eng Support	-	2,882	-	3,003	0.0%	-
9501	Bear Valley Road Bus Stop Imp	-	276,308	-	-	0.0%	-
9204	Rio Vista Safe Routes to School	-	-	-	-	0.0%	300,000
9206	Thunderbird Bus Turnout	-	-	-	-	0.0%	96,103
9500-0002	Apple Valley Village Accessibility Phas	-	-	-	-	0.0%	75,000
9999	Transfer to Street Maint. - 2010	535,100	-	-	-	0.0%	-
	Total Expenditures	570,878	2,613,207	40,000	42,423	106.06%	531,103
	ENDING FUND BALANCE	3,364,038	1,443,759	1,482,854	1,492,431	100.65%	1,040,328

MEASURE I

LOCAL PASS-THROUGH FROM SBCTA - \$8,029,250

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

Code	Revenue Classification	Actual Revenue 2017-18	Actual Revenue 2018-19	Amended Budget 2019-20	Estimated Revenue 2019-20	% of Revenue Received	Adopted Budget 2020-21
	BEGINNING FUND BALANCE	6,085,220	3,059,601	4,418,581	4,418,581		3,784,867
4181	Refunds, Reimb, Rebates	62,869	557,004	2,932,000	2,692,000	91.8%	-
4055	Sales Tax - Local (35%)	1,930,948	2,197,493	1,900,000	1,716,384	90.3%	1,628,991
4255	Interest	47,893	30,497	30,000	30,000	100.0%	25,000
6816	Grants	611,613	352,258	3,409,966	275,000	8.1%	5,174,150
	Total Revenue	2,653,323	3,137,252	8,271,966	4,713,384	57.0%	6,828,141
Code	Expenditure Classification	Actual Expense 2017-18	Actual Expense 2018-19	Amended Budget 2019-20	Estimated Expense 2019-20	% of Budget Expended	Adopted Budget 2020-21
	Capital Projects (Infras.)						
8940	Contract Services	7,300	299	-	-	0.0%	-
8964	Eng Cont - General	-	-	-	-	0.0%	410,000
9203	Traffic Control Device Deployment	-	-	54,200	94,200	173.8%	40,000
9260	AV Safe Rts to School Master Plan	20,549	3,575	-	30,000	0.0%	-
9265	AV Safe Rts to School South	82,423	254,624	2,897,000	2,897,000	0.0%	-
9282	Bear Valley Bridge Rehab	419,819	458,612	600,000	400,000	66.7%	500,000
9336-5000	D. Evans Pkwy@Waalew Rd Realign	15,315	22,737	25,000	2,000	8.0%	25,000
9390	High Desert Corridor	106	653	2,500	2,500	100.0%	2,500
9410	Hwy 18 West End Widening	59,538	402,842	866,891	497,000	57.3%	4,819,750
9447	Mojave Riverwalk South	113,949	860	-	(860)	0.0%	-
9471	Navajo Rd Rehab. (BV to Hwy 18)	933,299	-	-	-	0.0%	-
9525	Paving - PMS Priorities	3,764,865	381,817	900,000	950,075	105.6%	500,000
9546	SanBag Congestion Mgmt Plan	-	-	5,000	5,000	100.0%	-
9560	Tao Road	5,480	1,999	-	-	0.0%	-
9561	Bear Valley Intersection Improvements	-	1,194	225,000	200,000	88.9%	177,000
9562	Rio Vista Academy Sidewalk Improvem	-	57,215	14,000	25,000	178.6%	-
9566	SR-18 Tuscola & Kasota Realignment	-	16,806	220,000	220,000	100.0%	-
9572	Town Wide Class II Bikeway Upgrade	64,507	1,518	-	-	0.0%	-
9593	AV Village SR18 Corridor Enhance	102,771	150,583	25,000	15,852	63.4%	-
9595	Yucca Loma Rd Wdng (YLB to AV Rd)	3,935	14,348	-	231	0.0%	-
9595-5000	Yucca Loma Rd Wdng (AV Rd-Rinc.)	11,120	-	-	8,100	0.0%	-
9599	Bear Valley Road Commercial Corr	73,967	8,591	-	1,000	0.0%	-
9204	Rio Vista Safe Routes to School	-	-	-	-	0.0%	5,000
9201	Stoddard Wells Road Widening	-	-	-	-	0.0%	1,325,000
9207	Town Wide School Zone Analysis/LRSP	-	-	-	-	0.0%	225,000
	Total Expenditures	5,678,943	1,778,272	5,834,591	5,347,098	91.6%	8,029,250
	ENDING FUND BALANCE	3,059,601	4,418,581	6,855,956	3,784,867	55.2%	2,583,758

AIR POLLUTION CONTROL

TOTAL BUDGET - \$0

This fund accounts for AB 2766 revenues received from the State Department of Motor Vehicles which are subvned to the South Coast Air Quality Management District for disbursement to local agencies to implement programs that reduce air pollution from motor vehicles. The AB 2766 Subvention Program provides a funding source to meet requirements of federal and state Clean Air Acts, and for implementation of motor vehicle measures in the AQMD Air Quality Management Plan (AQMP) including support of the Victor Valley Transportation Authority (VVTA), carpooling efforts and other clean air mitigation measures. 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 2017-18	Actual Revenue 2018-19	Amended Budget 2019-20	Estimated Revenue 2019-20	% of Budget Received	Adopted Budget 2020-21
3600	BEGINNING FUND BALANCE	73,348	380	236	236	100.0%	236
6802-4951	Air Pollution AB2766	46,608	(144)	-	-	0.0%	-
4255	Interest	604	9,000	-	-	0.0%	-
	Total Revenue	47,212	8,856	-	-	0.0%	-
Code	Expenditure Classification	Actual Expense 2017-18	Actual Expense 2018-19	Amended Budget 2019-20	Estimated Expense 2019-20	% of Budget Expended	Adopted Budget 2020-21
8940-4951	Contract Services	119,424	9,000	-	-	0.0%	-
9300-0000	Capital Projects	756	-	-	-	0.0%	-
	Total Expenditures	120,180	9,000	-	-	0.0%	-
	ENDING FUND BALANCE	380	236	236	236	100.0%	236

COMMUNITY DEVELOPMENT BLOCK GRANT

TOTAL APPROPRIATIONS - \$ 1,453,605

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 2017-18	Actual Revenue 2018-19	Amended Budget 2019-20	Estimated Revenue 2019-20	% of Revenue Received	Adopted Budget 2020-21
6832	FY 13-14 CDBG Allocation	8,526	-	-	-	0.0%	-
6833	FY 14-15 CDBG Allocation	41,665	131,907	-	96,051	0.0%	-
6834	FY 15-16 CDBG Allocation	-	35,596	15,934	96,051	602.8%	-
6836	FY 16-17 CDBG Allocation	74,926	123,807	40,000	85,479	213.7%	-
6837	FY 17-18 CDBG Allocation	94,432	225,630	309,236	309,236	100.0%	-
6838	FY 18-19 CDBG Allocation	-	147,953	404,060	404,060	100.0%	273,354
6839	FY 19-20 CDBG Allocation	-	-	625,395	371,110	59.3%	553,000
6820-0021	FY 20-21 CDBG Allocation	-	-	-	-	0.0%	596,736
6880	Program Income	-	-	15,000	-	0.0%	-
6999-1001	Transfer in 1001	327,462	-	-	-	0.0%	-
6999-2110	Transfer in 2110	36,940	245,875	30,000	-	0.0%	-
6881	Unprogrammed Dollars	-	-	-	-	0.0%	30,515
Total Revenues		583,951	910,768	1,439,625	#####	94.6%	1,453,605
Code	Expenditure Classification	Actual Expense 2017-18	Actual Expense 2018-19	Amended Budget 2019-20	Estimated Expense 2019-20	% of Budget Expended	Adopted Budget 2020-21
Personnel Services							
7010	Salaries & Wages	136,895	151,380	92,496	83,319	90.1%	60,080
7020	Wages Part-Time	-	1,845	-	-	0.0%	-
7110	Cafeteria Benefits	19,560	21,502	10,639	11,833	111.2%	-
7120	Deferred Compensation	2,676	26	-	-	0.0%	-
7140	RHS	646	819	463	451	97.4%	-
7150	Medicare	1,891	2,599	1,366	1,430	104.7%	-
7160	PERS	32,123	47,200	20,708	25,974	125.4%	-
7165	Auto Allowance	21	3,636	1,710	-	0.0%	-
7170	Direct Housing Delivery Costs	(5,767)	(31,509)	(17,425)	(15,000)	86.1%	(15,000)
7170-0707	Code Enf Program Costs	-	(45,845)	-	(47,629)	0.0%	-
Total Personnel		188,045	151,653	109,957	60,378	54.9%	45,080
7205	Advertising	-	679	1,000	2,000	200.0%	2,000
7229	Education & Training	-	-	1,200	1,200	100.0%	1,200
7241	Meetings & Conferences	-	-	1,000	-	0.0%	-
7253	Mileage	58	-	501	501	100.0%	500
7265	Office Supplies	224	337	1,000	1,000	100.0%	1,000
7350	Public Information	780	-	1,000	-	0.0%	-
8940	Contract Services	-	69,170	60,000	60,000	100.0%	69,567
8994	Unfunded Loan Costs	19,882	34,366	59,421	8,087	13.6%	-
Total Operations & Maintenance		20,944	104,552	125,122	72,788	58.2%	74,267

Code	Expenditure Classification	Actual Expense 2017-18	Actual Expense 2018-19	Amended Budget 2019-20	Estimated Expense 2019-20	% of Budget Expended	Adopted Budget 2020-21
FY 20-21CDBG Program							
7430-0100	Assistance League of Victor Valley	-	-	-	-	0.0%	9,920
7430-0550	Feed My Sheep Ministries	-	-	-	-	0.0%	5,822
7430-0225	Christ the Solid Rock	-	-	-	-	0.0%	7,320
7430-0560	Casa of SB	-	-	-	-	0.0%	9,220
7430-0807	Cedar House/Oasis House	-	-	-	-	0.0%	4,000
7430-0075	AV Police Activities League	-	-	-	-	0.0%	9,322
7430-0565	Rolling Start Sanctuary	-	-	-	-	0.0%	9,022
7430-0500	Inland Fair Housing - Fair Housing	-	-	-	-	0.0%	8,022
7430-0525	Family Assistance Program	-	-	-	-	0.0%	9,920
7430-0700	HD Homeless Services	-	-	-	-	0.0%	7,022
7430-1480	VV Community Services Council	-	-	-	-	0.0%	9,920
7430-0065	ADA Handicap Push Buttons	-	-	-	-	0.0%	100,000
7430-0707	Blight & Slum Elimination	-	-	-	-	0.0%	30,000
7570-0000	Residential Rehabilitation Loan 20-21	-	-	-	-	0.0%	257,879
7881-0000	Unprogrammed Dollars	-	-	-	-	0.0%	30,515
Total Operations & Maintenance		-	-	-	-	0.0%	507,904
FY 19-20 CDBG Program							
7430-0075	AV Police Activities League	-	-	6,809	6,809	100.0%	-
7430-0100	Assistance League of Victor Valley	-	-	10,000	10,000	100.0%	-
7430-0310	Cramer Park Demolition	-	-	10,000	-	0.0%	-
7430-0376	Corwin Park Playground & Amenities	-	-	68,000	68,000	100.0%	68,000
7430-0500	Inland Fair Housing - Fair Housing	-	-	30,000	10,000	33.3%	-
7430-0525	Family Assistance Program	-	-	10,000	10,000	100.0%	-
7430-0550	Feed My Sheep Ministries	-	-	4,000	4,000	100.0%	-
7430-0560	Casa of SB	-	-	6,000	6,000	100.0%	-
7430-0565	Rolling Start Sanctuary	-	-	4,000	4,000	100.0%	-
7430-0695	HD Homeless Services Warming Shelter	-	-	61,000	61,000	100.0%	61,000
7430-0700	HD Homeless Services	-	-	10,000	10,000	100.0%	-
7430-0704	James Woody Park Gym Floor & Roof Repair	-	-	120,202	-	0.0%	-
7430-0706	Small Busines Entrepreneuer	-	-	75,000	-	0.0%	-
7430-0707	Blight & Slum Elimination	-	-	63,473	61,629	97.1%	14,000
7430-0801	VVC Foundation	-	-	13,923	-	0.0%	-
7430-0802	James Woody Park Security Cameras Project	-	-	58,387	68,711	117.7%	-
7430-0803	James Woody Park Paving Project	-	-	71,750	105,604	147.2%	-
7430-0805	Mendel Park Restroom Project	-	-	115,000	205,697	178.9%	-
7430-0807	Cedar House/Oasis House	-	-	8,000	8,000	100.0%	-
7430-0956	JW Park Project-Irrigation	-	-	125,000	200,000	160.0%	200,000
7430-1175	Microenterprise Business Asst. Program	-	-	15,934	-	0.0%	-
7430-1250	Moses House Ministries/Rose of Sharon	-	-	7,000	7,000	100.0%	-
7430-1480	VV Community Services Council	-	-	8,000	8,000	100.0%	-
7430-1500	VV Domestic Violence	-	-	10,000	10,000	100.0%	-
7551-0000	Rehabilitation Administration	-	-	40,000	-	0.0%	-
7570-0000	Residential Rehabilitation Loan 16-17	-	-	-	53,108	0.0%	-
7570-0000	Residential Rehabilitation Loan 17-18	-	-	134,561	42,756	31.8%	-
7570-0000	Residential Rehabilitation Loan 19-20	-	-	118,507	268,507	226.6%	210,000
Total Operations & Maintenance		-	-	1,204,546	#####	102.0%	553,000
FY 18-19 CDBG Program							
7430-0100	Assistance League of Victor Valley	-	12,500	-	-	0.0%	-
7430-0250	Church for Whosoever	-	4,400	-	-	0.0%	-
7430-0500	CDBG Fair Housing	-	30,000	-	-	0.0%	-
7430-0525	Family Assistance Program	-	7,979	-	-	0.0%	-
7430-0700	HD Homeless Services	-	15,000	-	-	0.0%	-
7430-0705	VV Community Services Council	-	1,607	-	-	0.0%	-
7430-0707	AV Blight & Slum Elimination Code Enf. Pgrm.	-	45,845	-	-	0.0%	-

Code	Expenditure Classification	Actual Expense 2017-18	Actual Expense 2018-19	Amended Budget 2019-20	Estimated Expense 2019-20	% of Budget Expended	Adopted Budget 2020-21
7430-0802	James Woody Park Security Cameras Project	-	1,395	-	-	0.0%	67,750
7430-0803	JW Park Parking Lot Resurface	-	-	-	-	0.0%	105,604
7430-0805	Mendel Park Restroom Project	-	10,496	-	-	0.0%	100,000
7430-0807	Cedar House/Oasis House	-	5,731	-	-	0.0%	-
7430-0808	Orenda Foundation	-	1,250	-	-	0.0%	-
7430-0809	Jess Ranch Manhole Replacement Project	-	149,809	-	-	0.0%	-
7430-0954	James Woody Playground	-	42,514	-	-	0.0%	-
7430-0960	James Woody Sidewalk & Accessibility	-	26,249	-	-	0.0%	-
7430-1250	Moses House Ministries/Rose of Sharon	-	7,359	-	-	0.0%	-
7430-1480	Victor Valley Comm Services Council	-	9,704	-	-	0.0%	-
7430-1500	VV Domestic Violence	-	3,073	-	-	0.0%	-
7568-0000	Residential Rehabilitation Loan Program 17-18	-	164,296	-	-	0.0%	-
7589-0000	Residential Rehabilitation Loan Program 18-19	-	115,356	-	-	0.0%	-
Subtotal		-	654,563	-	-	0.0%	273,354
FY 17-18 CDBG Program							
7430-0100	Assistance League of Victor Valley	12,500	-	-	-	0.0%	-
7430-0250	Church for Whosoever	3,822	-	-	-	0.0%	-
7430-0300	SB County Library	6,000	-	-	-	0.0%	-
7430-0500	Inland Fair Hsing & Mediation Bd. - Fair Hsing	10,823	-	-	-	0.0%	-
7430-0525	Family Assistance Program	10,000	-	-	-	0.0%	-
7430-0700	High Desert Homeless Services	12,500	-	-	-	0.0%	-
7430-0703	AV Thunderbird Park Restroom Prj.	42,471	-	-	-	0.0%	-
7430-0704	AV JW Park Gym Floor/Roof Repair/Cooling S	3,713	-	-	-	0.0%	-
7430-0705	VV Community Services Council	7,195	-	-	-	0.0%	-
7430-0706	Small Busines Incubator	1,609	-	-	-	0.0%	-
7430-0707	AV Blight & Slum Elimination Code Enf. Pgrm.	149	-	-	-	0.0%	-
7430-0953	James Woody Picnic Structures	2,570	-	-	-	0.0%	-
7430-0960	James Woody Sidewalk & Accessibility	56,023	-	-	-	0.0%	-
7430-1250	Moses House Ministries/Rose of Sharon	4,796	-	-	-	0.0%	-
7430-1480	Victor Valley Community Services Council	9,746	-	-	-	0.0%	-
7430-1500	Victor Valley Domestic Violence	6,500	-	-	-	0.0%	-
7567-0000	Residential Rehabilitation Loan Program 16-17	16,672	-	-	-	0.0%	-
7568-0000	Residential Rehabilitation Loan Program 17-18	87,967	-	-	-	0.0%	-
7551-0000	Rehabilitation Administration	12,744	-	-	-	0.0%	-
Subtotal		307,800	-	-	-	0.0%	-
Total Expenditures		516,789	910,768	1,439,625	1,361,987	94.6%	1,453,605

Personnel Schedule	Actual 2017-18	Actual 2018-19	Actual 2019-20	Adopted 2020-21
Full Time:				
Assistant Town Manager	0.00	0.05	0.00	0.00
Assistant Director of Economic Development & Housing	0.20	0.15	0.00	0.00
Housing & Community Dev. Spec II	0.85	0.85	0.30	0.30
Housing & Community Dev. Spec I	1.10	0.25	0.00	0.00
Executive Secretary	0.00	0.00	0.00	0.00
Part Time:				
Total FTE's:	2.15	1.30	0.30	0.30

NSP3

TOTAL APPROPRIATIONS - \$281,000

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. Budgets after 2014 reflect revenue of program income only.

		NSP3 2131-4210					
Code	Revenue Classification	Actual Revenue 2017-2018	Actual Revenue 2018-2019	Amended Budget 2019-2020	Estimated Revenue 2019-2020	% of Revenue Received	Adopted Budget 2020-21

6880	Program Income 18-19	-	-	181,000	-	0.0%	181,000
6880-5	Program Income 19-20	-	-	100,000	-	0.0%	100,000
6880	Program Income 20-21	-	-	-	-	0.0%	30,000
Total Revenues		-	-	281,000	-		311,000

Code	Expenditure Classification	Actual Expense 2017-2018	Actual Expense 2018-2019	Amended Budget 2019-2020	Estimated Expense 2019-2020	% of Budget Expended	Adopted Budget 2020-21
Personnel Services							
7010	Salaries & Wages	-	7,804	-	2,630	0.0%	-
7110	Cafeteria Benefits	-	1,598	-	668	0.0%	-
7140	RHS	-	38	-	14	0.0%	-
7150	Medicare	-	104	-	39	0.0%	-
7160	PERS	-	531	-	180	0.0%	-
7170	Direct Housing Delivery Costs	-	-	-	(3,531)	0.0%	-
Total Personnel		-	10,075	-	-	0.0%	-
Operations & Maintenance							
8940	Contract Services	-	-	10,000	-	0.0%	10,000
Total Operations & Maint		-	-	10,000	-	0.0%	10,000
NSP Activities							
7520	NSP Admin - Balance/Carry Over	234	188	-	-	0.0%	-
7521	NSP Acq./Rehab./MFR Uses	-	-	-	-	0.0%	-
7524	NSP Acq./Rehab/Sale/SFR Uses	-	-	271,000	-	0.0%	271,000
Total NSP Activities		234	188	271,000	-	0.0%	271,000
Total Expenses		234	10,263	281,000	-	0.0%	281,000

Personnel Schedule	Actual 2017-18	Actual 2018-19	Actual 2019-20	Adopted 2020-21
Full Time:				
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	0.12	0.00
Total FTE's:	0.00	0.00	0.12	0.00

APPLE VALLEY HOME

TOTAL APPROPRIATIONS - \$1,648,504

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 2017-18	Actual Revenue 2018-19	Amended Budget 2019-20	Estimated Revenue 2019-20	% of Budget Received	Adopted Budget 2020-21
6834	AV HOME 2015-16	21,845	-	-	-	0.0%	324,588
6835	AV HOME 2016-17	8,777	4,042	203,266	-	0.0%	67,819
6836	AV HOME 2017-18	10,811	9,018	-	16,883	0.0%	182,792
6837	AV HOME 2018-19	-	-	304,691	67,003	22.0%	230,287
6839	AV HOME 2019-20	-	-	304,691	48,278	15.8%	189,860
6820-0021	AV HOME 2020-21	-	-	-	-	0.0%	285,738
6881	Unprogrammed Dollars	-	-	-	-	0.0%	240,648
6880	Program Income	-	-	596,742	33,341	5.6%	126,772
	Total Revenues	41,433	13,060	1,409,390	165,505	11.7%	1,648,504
Code	Expenditure Classification	Actual Expense 2017-18	Actual Expense 2018-19	Amended Budget 2019-20	Estimated Expense 2019-20	% of Budget Expended	Adopted Budget 2020-21
	Personnel Services						-
7010	Salaries & Wages	23,531	34,174	30,446	30,446	100.0%	30,994
7110	Cafeteria Benefits	3,583	5,183	5,799	5,799	100.0%	-
7120	Deferred Comp	480	5	-	-	0.0%	-
7140	RHS	117	202	152	152	100.0%	-
7150	Medicare	332	579	441	441	100.0%	-
7160	PERS	3,047	3,987	2,350	2,350	100.0%	-
7165	Auto Allowance	21	-	-	-	0.0%	-
7170	Direct Housing Delivery Costs	(10,491)	-	-	-	0.0%	(10,000)
	Total Personnel	20,619	44,130	39,188	39,188	100.0%	20,994
	Operations & Maintenance						
7241	Meetings & Conferences	234	383	-	-	0.0%	-
7253	Mileage	-	-	150	150	100.0%	150
7265	Office Supplies	-	-	500	500	100.0%	500
7350	Public Information	187	-	500	500	100.0%	500
8916	Audit	-	-	2,000	2,000	100.0%	-
8940	Contracted Services	-	7,428	-	6,390	0.0%	30,000
	Total Operations & Maint	421	7,811	3,150	9,540	302.9%	31,150

Code	Expenditure Classification	Actual Expense 2017-18	Actual Expense 2018-19	Amended Budget 2019-20	Estimated Expense 2019-20	% of Budget Expended	Adopted Budget 2020-21
7444-0004	CHDO 2007-08	(1,000)	-	-	-	0.0%	-
7444-0016	CHDO 2016-17	-	-	-	-	0.0%	200,000
7444-0018	CHDO 2017-18	-	-	80,266	-	0.0%	-
7444-0019	CHDO 2018-19	-	-	74,303	-	0.0%	-
7444-0020	CHDO 2019-20	-	-	74,303	-	0.0%	-
7444-0021	CHDO 2020-21	-	-	-	-	0.0%	38,932
7566	RRLP 2015-16	-	-	-	-	0.0%	124,588
7567	RRLP 2016-17	66,971	106	-	-	0.0%	67,819
7568	RRLP 2017-18	25,967	109	123,000	-	0.0%	182,792
7569	RRLP 2018-19	-	101	230,388	30,000	13.0%	230,287
7570	RRLP 2019-20	-	-	779,836	-	0.0%	189,860
7571-0021	RRLP 2020-21	-	-	-	-	0.0%	194,662
7580	Program Income	-	-	-	-	0.0%	126,772
7881	Unprogrammed Dollars	-	-	-	-	0.0%	240,648
Total HOME Activities		91,939	316	1,362,096	30,000	2.2%	1,596,360
Total Expenditures		112,978	52,257	1,404,434	78,728	5.6%	1,648,504

Personnel Schedule	Actual 2017-18	Actual 2018-19	Actual 2019-20	Adopted 2020-21
Full Time:				
Assistant Town Manager	0.00	0.00	0.00	0.00
Asst. Director Economic Develop & Housing	0.15	0.15	0.00	0.00
Housing & Comm Dev. Spec. II	0.40	0.15	0.20	0.20
Executive Secretary	0.00	0.25	0.25	0.25
Total FTE's:	0.55	0.55	0.45	0.45

VICTORVILLE HOME

TOTAL APPROPRIATIONS - \$ 1,483,989

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 2017-18	Actual Revenue 2018-19	Amended Budget 2019-20	Estimated Revenue 2019-20	% of Budget Received	Adopted Budget 2020-21
6832	HOME 13-14	-	-	109,756	-	0.0%	109,756
6834	HOME 15-16	91,777	-	45,894	-	0.0%	45,894
6836	HOME 16-17	204,149	-	50,429	-	0.0%	50,429
6837	HOME 17-18	-	-	50,648	-	0.0%	50,648
6838	HOME 18-19	-	-	347,876	-	0.0%	347,876
6839	HOME 19-20	-	-	439,386	-	0.0%	439,386
6820-0021	HOME 20-21	-	-	-	-	0.0%	440,000
Total Revenues		295,926	-	1,043,989	-	0.0%	1,483,989
Code	Expenditure Classification	Actual Expense 2017-2018	Actual Expense 2018-19	Amended Budget 2019-20	Estimated Expense 2019-20	% of Budget Expended	Adopted Budget 2020-21
7444-0014	CHDO 13-14	-	-	109,756	-	0%	109,756
7444-0016	CHDO 15-16	93,806	-	45,894	-	0%	45,894
7444-0017	CHDO 16-17	-	-	50,429	-	0%	50,429
7444-0018	CHDO 17-18	-	-	50,648	-	0%	50,648
7444-0019	CHDO 18-19	-	-	74,303	-	0%	74,303
7444-0020	CHDO 19-20	-	-	69,377	-	0%	69,377
7444-0021	CHDO 20-21	-	-	-	-	0%	70,000
7481-0058	HOME Administration 16-17	16,340	-	-	-	0%	-
7481-0059	HOME Administration 17-18	-	16,883	-	-	0%	-
7481-0060	HOME Administration 18-19	-	15,236	11,176	-	0%	11,176
7481-0061	HOME Administration 19-20	-	-	23,126	-	0%	23,126
7481-0062	HOME Administration 20-21	-	-	-	-	0%	24,000
7598-0027	Senior Repair Program 16-17	231,110	11,823	-	-	0%	-
7598-0028	Senior Repair Program 17-18	-	225,242	-	-	0%	-
7598-0029	Senior Repair Program 18-19	-	95,937	262,397	-	0%	262,397
7598-0030	Senior Repair Program 19-20	-	-	346,883	-	0%	346,883
7598-0031	Senior Repair Program 20-21	-	-	-	-	0%	346,000
7645-0002	Victorville CHDO Recovery	-	-	-	-	0%	-
Total Expenditures		341,256	365,121	1,043,989	-	0%	1,483,989

APPLE VALLEY CalHOME

TOTAL APPROPRIATIONS - \$80,000

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 2017-18	Actual Revenue 2018-19	Amended Budget 2019-20	Estimated Revenue 2019-20	% of Budget Received	Adopted Budget 2020-21
6885	Prgm Income - Cal Home	121,100	40,726	80,000	70,000	196.4%	30,000
	Total Revenues	121,100	40,726	80,000	70,000	87.5%	30,000
Code	Expenditure Classification	Actual Expense 2017-18	Actual Expense 2018-19	Amended Budget 2019-20	Estimated Expense 2019-20	% of Budget Expended	Adopted Budget 2020-21
7450	Closed Housing Loans	102,355	-	-	-	0.0%	-
7451	New Housing Loans	(5,346)	-	-	-	0.0%	-
7565	Residential Rehab Loan	-	-	80,000	-	0.0%	80,000
	Total Expenditures	97,009	-	80,000	-	0.0%	80,000

PEG CHANNEL FUND

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.

TOTAL APPROPRIATIONS - \$448,500

PEG - 2530-1200							
Code	Revenue Classification	Actual Revenue 2017-18	Actual Revenue 2018-19	Amended Budget 2019-20	Estimated Revenue 2019-20	% of Budget Received	Adopted Budget 2020-21
BEGINNING FUND BALANCE		-	-	-	-		403,553
4096	PEG Fees	-	-	117,000	117,000	100.0%	163,000
4255	Interest Earnings	-	-	-	-	0.0%	2,000
6999-0001	Transfer In - 1001	-	-	-	442,553	0.0%	-
Total Revenue		-	-	117,000	559,553	478.3%	165,000
Code	Expenditure Classification	Actual Expense 2017-18	Actual Expense 2018-19	Amended Budget 2019-20	Estimated Expense 2019-20	% of Budget Expended	Adopted Budget 2020-21
9010	PEG Channel Capital Expenditures	-	-	156,000	156,000	100.0%	448,500
Total Expenditures		-	-	156,000	156,000	100.0%	448,500
ENDING FUND BALANCE		-	-	(39,000)	403,553	-1034.8%	120,053

PARKS & RECREATION QUIMBY FUND

TOTAL APPROPRIATIONS - \$0

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 2017-18	Actual Revenue 2018-19	Amended Budget 2019-20	Estimated Revenue 2019-20	% of Budget Received	Adopted Budget 2020-21
BEGINNING FUND BALANCE		475,620	673,661	980,517	980,517		1,230,517
6166	Quimby Fees	207,612	296,230	200,000	250,000	125.0%	300,000
4255	Interest	5,971	10,625	-	-	0.0%	-
Total Revenues		213,583	306,855	200,000	250,000	125.0%	300,000
Code	Expenditure Classification	Actual Expenses 2017-18	Actual Expenses 2018-19	Amended Budget 2019-20	Estimated Expense 2019-20	% of Budget Received	Adopted Budget 2020-21
9300	Capital Projects	15,508	-	-	-	0.0%	-
9444	Land Acquisition	34	-	-	-	0.0%	-
9610	Tr to 2510 - Parks Master Plan	-	-	-	-	0.0%	-
Total Expenditures		15,542	-	-	-	0.0%	-
ENDING FUND BALANCE		673,661	980,517	1,180,517	1,230,517	104.2%	1,530,517

POLICE GRANTS

TOTAL APPROPRIATIONS - \$20,782

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 2017-18	Actual Revenue 2018-19	Amended Budget 2019-20	Estimated Revenue 2019-20	% of Budget Received	Adopted Budget 2020-21
	BEGINNING FUND BALANCE	15,802	(28,612)	(27,830)	(27,830)		(27,830)
2517-6927	Annual JAG Grant	-	-	-	-	0.0%	-
2519-6927	Homeland Security	25,398	-	20,728	25,684	123.9%	20,782
	Total Revenues	52,778	-	20,728	25,684	123.9%	20,782
Code	Expenditure Classification	Actual Expenses 2017-18	Actual Expenses 2018-19	Amended Budget 2019-20	Estimated Expense 2019-20	% of Budget Expended	Adopted Budget 2020-21
7020	Salaries Part-Time	26,390	(1,265)	32,884	(1,379)	-4.2%	-
7150	Medicare	383	1	477	(17)	-3.6%	-
	Total Personnel	26,773	(1,264)	33,361	(1,396)	-4.2%	-
2015	JAG Grant 2516						
	8940 Contract Services	22,297	483	-	-	0.0%	-
Homeland Security	2519						
	7370 Special Department Supplies	48,122	-	20,728	27,080	130.6%	20,782
	Total Expenditures	97,192	(781)	54,089	25,684	47.48%	20,782
	ENDING FUND BALANCE	(28,612)	(27,830)	(61,191)	(27,830)		(27,830)
Personnel Schedule		Actual 2017-18	Actual 2018-19	Actual 2019-20	Adopted 2020-21		
Part Time:							
	Boxing Coach (PAL)	0.48	0.48	0.00	0.00		
	Senior Office Assistant	0.48	0.48	0.00	0.00		
	Total FTE's:	0.96	0.96	0.00	0.00		

ASSET SEIZURE

TOTAL APPROPRIATIONS - \$0

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 2017-18	Actual Revenue 2018-19	Amended Budget 2019-20	Estimated Revenue 2019-20	% of Budget Received	Adopted Budget 2020-21
BEGINNING FUND BALANCE		1,896	1,915	6,312	6,312		6,312
4255	Interest	19	54	-	-	0.0%	-
6806	Asset Seizure	-	4,343	-	-	0.0%	-
Total Revenues		19	4,397	-	-	-	-
Code	Expenditure Classification	Actual Expenses 2017-18	Actual Expenses 2018-19	Amended Budget 2019-20	Estimated Expense 2019-20	% of Budget Expended	Adopted Budget 2020-21
7370	Special Department Supplies	-	-	-	-	0.0%	-
9120	Capital Equipment	-	-	-	-	0.0%	-
9999	Transfer Out - 2610	-	-	-	-	0.0%	-
Total Expenditures		-	-	-	-	-	-
ENDING FUND BALANCE		1,915	6,312	6,312	6,312	100.0%	6,312

DRUG & GANG PREVENTION

TOTAL APPROPRIATIONS - \$0

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 2017-18	Actual Revenue 2018-19	Amended Budget 2019-20	Estimated Revenue 2019-20	% of Budget Received	Adopted Budget 2020-21
BEGINNING FUND BALANCE		5,997	6,056	6,131	6,131		6,131
4255	Interest	59	75	-	-	0.0%	-
6806	Asset Seizure	-	-	-	-	0.0%	-
Total Revenues		59	75	-	-	0.0%	-
Code	Expenditure Classification	Actual Expenses 2017-18	Actual Expenses 2018-19	Amended Budget 2019-20	Estimated Expense 2019-20	% of Budget Expended	Adopted Budget 2020-21
7370	Special Department Supplies	-	-	-	-	0.0%	-
Total Expenditures		-	-	-	-	0.0%	-
ENDING FUND BALANCE		6,056	6,131	6,131	6,131	100.0%	6,131

LIGHTING AND LANDSCAPE DISTRICT

TOTAL APPROPRIATIONS -\$333,400

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 2017-18	Actual Revenue 2018-19	Amended Budget 2019-20	Estimated Revenue 2019-20	% of Budget Received	Adopted Budget 2020-21
	BEGINNING FUND BALANCE	1,416,653	1,505,860	1,599,641	1,599,641		1,383,641
4020	Property Tax	291,893	296,801	315,000	315,000	100.0%	315,000
4255	Interest	14,149	18,749	5,000	5,000	100.0%	5,000
	Total Revenues	306,042	315,550	320,000	320,000	100.0%	320,000
Code	Expenditure Classification	Actual Expenses 2017-18	Actual Expenses 2018-19	Amended Budget 2019-20	Estimated Expense 2019-20	% of Budget Used	Adopted Budget 2020-21
7935	Right of Way Maintenance	212,051	204,882	350,000	220,000	62.9%	313,400
8964	Engineering Contractor	4,783	16,888	10,000	16,000	160.0%	20,000
9367	Dry Wells	-	-	300,000	300,000	100.0%	-
	Total Expenditures	216,834	221,770	660,000	536,000	81.2%	333,400
	ENDING FUND BALANCE	1,505,860	1,599,641	1,259,641	1,383,641	109.8%	1,370,241

NAVISP INFRASTRUCTURE

TOTAL APPROPRIATIONS: \$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 2017-18	Actual Revenue 2018-19	Amended Budget 2019-20	Estimated Revenue 2019-20	% of Budget Received	Adopted Budget 2020-21
BEGINNING FUND BALANCE		1,680,793	1,697,386	1,717,315	1,717,315		767,659
4255	Interest	16,593	21,078	16,500	16,500	100.0%	11,000
Total Revenue		16,593	21,078	16,500	16,500	100.0%	11,000
Code	Expenditure Classification	Actual Expense 2017-18	Actual Expense 2018-19	Amended Budget 2019-20	Estimated Expense 2019-20	% of Budget Expended	Adopted Budget 2020-21
9485	NAVISP	-	1,149	965,274	966,156	0.0%	-
Total Expenditures		-	1,149	965,274	966,156	0.0%	-
ENDING FUND BALANCE		1,697,386	1,717,315	768,541	767,659	99.9%	778,659

CAPITAL IMPROVEMENT PROGRAM - INFRASTRUCTURE (TIF)

TOTAL APPROPRIATIONS - \$825,250

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 2017-18	Actual Revenue 2018-19	Amended Budget 2019-20	Estimated Revenue 2019-20	% of Budget Received	Adopted Budget 2020-21
	BEGINNING FUND BALANCE	6,206,633	6,695,399	8,113,618	8,113,618		3,538,583
4181	Refunds, Reimb, Rebates	962,667	272,841	200,000	200,000	100.0%	52,000
4255	Interest	67,846	88,230	34,000	60,000	176.5%	60,000
6126	General Government Facilities	-	7,707	-	-	0.0%	-
6184	Traffic Impact Fees	421,668	1,229,333	511,750	465,405	90.9%	465,000
6816	Grants	295,615	-	-	-	0.0%	66,600
	Total Revenue	1,747,795	1,598,111	745,750	725,405	97.3%	643,600
Code	Expenditure Classification	Actual Expense 2017-18	Actual Expense 2018-19	Amended Budget 2019-20	Estimated Expense 2019-20	% of Budget Expended	Adopted Budget 2020-21
8964	Eng Cont - General	-	-	-	-	0.0%	275,000
9203	Traffic Control Device Deployment	-	-	40,000	40,000	100.0%	40,000
9205	AV Road @ BV Road SE Corner Imp	-	-	-	390,000	0.0%	-
9265	Apple Valley South Safe Routes to Sch	-	-	-	-	0.0%	-
9410	Hwy 18 West End Widening	-	-	-	-	0.0%	160,250
9472	Lafayette @ Dale Evans Parkway	-	14,453	683,522	683,581	100.0%	-
9473	Wiki Road	-	-	80,000	-	0.0%	-
9561	Split Phasing Navajo/Hwy 18	-	-	-	-	0.0%	-
9561-0001	Bear Valley Intersection Improvements	-	-	178,109	-	0.0%	150,000
9572	Town Wide Class II Bikeway Upgrade	699,233	(94,804)	-	-	0.0%	-
9588	Yucca Loma Bridge	304,094	228,506	210,000	200,000	95.2%	200,000
9595	Yucca Loma Rd Widening(YLB-AV Rd)	175,039	28,898	-	-	0.0%	-
9597	AV Town Center Signal	77,612	2,840	-	-	0.0%	-
4210-9597	AV Town Center Signal	3,050	-	-	-	0.0%	-
9591	Yucca Loma Corridor	-	-	-	3,986,859	0.0%	-
	Total Expenditures	1,259,029	179,892	1,191,631	5,300,440	444.8%	825,250
	ENDING FUND BALANCE	6,695,399	8,113,618	7,667,737	3,538,583	46.1%	3,356,933

ANIMAL CONTROL FACILITIES

TOTAL APPROPRIATIONS - \$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 2017-18	Actual Revenue 2018-19	Amended Budget 2019-20	Estimated Revenue 2019-20	% of Budget Received	Adopted Budget 2020-21
BEGINNING FUND BALANCE		139,459	144,376	151,142	151,142		159,342
4255	Interest	1,407	1,831	1,200	1,200	0.0%	1,200
6102	Animal Control Facilities Fee	3,510	4,936	7,000	7,000	0.0%	6,000
Total Revenue		4,917	6,767	8,200	8,200	0.0%	7,200
Code	Expenditure Classification	Actual Expense 2017-18	Actual Expense 2018-19	Amended Budget 2019-20	Estimated Expense 2019-20	% of Budget Expended	Adopted Budget 2020-21
7935	Right of Way Maintenance	-	-	-	-	0.0%	-
8964	Engineering Cont - General	-	-	-	-	0.0%	-
Total Expenditures		-	-	-	-	0.0%	-
ENDING FUND BALANCE		144,376	151,142	159,342	159,342	100%	166,542

LAW ENFORCEMENT FACILITIES

TOTAL APPROPRIATIONS - \$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 2017-18	Actual Revenue 2018-19	Amended Budget 2019-20	Estimated Revenue 2019-20	% of Budget Received	Adopted Budget 2020-21
BEGINNING FUND BALANCE		71,195	68,797	93,630	93,630		76,237
4255	Interest	705	1,069	500	500	0.0%	500
6140	Law Enforcement Facilities Fee	10,018	23,764	15,000	15,000	0.0%	15,000
Total Revenue		10,723	24,833	15,500	15,500	100.0%	15,500
Code	Expenditure Classification	Actual Expense 2017-18	Actual Expense 2018-19	Amended Budget 2019-20	Estimated Expense 2019-20	% of Budget Expended	Adopted Budget 2020-21
9120	Capital Equipment	13,121	-	33,000	32,893	0.0%	-
9300	Capital Projects	-	-	-	-	0.0%	-
Total Expenditures		13,121	-	33,000	32,893	0.0%	-
ENDING FUND BALANCE		68,797	93,630	76,130	76,237	100.1%	91,737

GENERAL GOVERNMENT FACILITIES

TOTAL APPROPRIATIONS - \$0

General Government Facilities 4730-1500							
Code	Revenue Classification	Actual Revenue 2017-18	Actual Revenue 2018-19	Amended Budget 2019-20	Estimated Revenue 2019-20	% of Budget Received	Adopted Budget 2020-21
BEGINNING FUND BALANCE		245,330	274,118	360,321	360,321		395,321
4255	Interest	2,650	4,368	-	-	0.0%	5,000
6126	General Gov Facilities Fees	26,138	81,835	-	35,000	0.0%	35,000
Total Revenue		28,788	86,203	-	35,000	0.0%	40,000
Code	Expenditure Classification	Actual Expense 2017-18	Actual Expense 2018-19	Amended Budget 2019-20	Estimated Expense 2019-20	% of Budget Expended	Adopted Budget 2020-21
9120	Capital Equipment	-	-	-	-	0.0%	-
9610	Transfer - 4110	-	-	-	-	0.0%	-
Total Expenditures		-	-	-	-	0.0%	-
ENDING FUND BALANCE		274,118	360,321	360,321	395,321	0.0%	435,321

PUBLIC MEETING FACILITIES

TOTAL APPROPRIATIONS - \$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 2017-18	Actual Revenue 2018-19	Amended Budget 2019-20	Estimated Revenue 2019-20	% of Budget Received	Adopted Budget 2020-21
BEGINNING FUND BALANCE		251,322	270,688	297,671	297,671		324,671
4255	Interest	2,627	3,541	2,000	2,000	0.0%	2,500
6164	Public Meeting Facilities Fee	16,739	23,442	15,000	25,000	0.0%	25,000
Total Revenue		19,366	26,983	17,000	27,000	158.8%	27,500
Code	Expenditure Classification	Actual Expense 2017-18	Actual Expense 2018-19	Amended Budget 2019-20	Estimated Expense 2019-20	% of Budget Expended	Adopted Budget 2020-21
9610	Transfer - 4110	-	-	-	-	0.0%	-
Total Expenditures		-	-	-	-	0.0%	-
ENDING FUND BALANCE		270,688	297,671	314,671	324,671	0.0%	352,171

AQUATIC FACILITIES

TOTAL APPROPRIATIONS - \$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 2017-18	Actual Revenue 2018-19	Amended Budget 2019-20	Estimated Revenue 2019-20	% of Budget Received	Proposed Budget 2020-21
BEGINNING FUND BALANCE		100,710	107,151	116,101	116,101		125,101
4255	Interest	1,041	1,389	1,000	1,000	100.0%	1,200
6106	Aquatic Facilities Fees	5,400	7,562	5,000	8,000	160.0%	8,000
Total Revenue		6,441	8,950	6,000	9,000	150.0%	9,200
Code	Expenditure Classification	Actual Expense 2017-18	Actual Expense 2018-19	Amended Budget 2019-20	Estimated Expense 2019-20	% of Budget Expended	Adopted Budget 2020-21
9300	Capital Projects	-	-	-	-	0.0%	-
Total Expenditures		-	-	-	-	0.0%	-
ENDING FUND BALANCE		107,151	116,101	122,101	125,101	102.5%	134,301

STORM DRAINS

TOTAL APPROPRIATIONS - \$940,000

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

Storm Drains 4760-5210							
Code	Revenue Classification	Actual Revenue 2017-18	Actual Revenue 2018-19	Amended Budget 2019-20	Estimated Revenue 2019-20	% of Budget Received	Adopted Budget 2020-21
BEGINNING FUND BALANCE		2,009,533	2,130,995	2,132,747	2,132,747		962,416
4255	Interest	20,720	26,619	15,000	15,000	100.0%	5,000
6670	Storm Drainage Facilities Fees	101,240	139,951	100,000	135,000	135.0%	135,000
Total Revenue		121,959	166,570	115,000	150,000	130.4%	140,000
Code	Expenditure Classification	Actual Expense 2017-18	Actual Expense 2018-19	Amended Budget 2019-20	Estimated Expense 2019-20	% of Budget Expended	Adopted Budget 2020-21
7335	NPDES Compliance	-	50,284	120,000	120,000	100.0%	120,000
7336	NPDES Compliance - CAA	-	36,931	50,000	40,000	80.0%	50,000
7914	Drainage Maint. & Repairs	-	-	-	7,950	0.0%	-
8940	Contract Services	497	164	15,000	-	0.0%	-
8964	Eng Cont - General	-	-	-	-	0.0%	70,000
9300	Capital Projects	-	76,399	-	7,000	0.0%	-
9367	Dry Wells	-	886	-	-	0.0%	-
9415-5000	Hwy 18 Median (Navajo/Centra	-	154	1,008,063	1,015,903	100.8%	-
9444	Land Acquisition	-	-	124,536	76,942	61.8%	-
9560	Tao Road	-	-	-	52,536	0.0%	-
9211	Flood Hazard Mitigation Progr	-	-	-	-	0.0%	400,000
9209	Navajo Road Drainage Improve	-	-	-	-	0.0%	300,000
Total Expenditures		497	164,818	1,317,599	1,320,331	0.0%	940,000
ENDING FUND BALANCE		2,130,995	2,132,747	930,148	962,416	103.5%	162,416

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 2017-18	Actual Revenue 2018-19	Amended Budget 2019-20	Estimated Revenue 2019-20	% of Budget Received	Adopted Budget 2020-21
BEGINNING FUND BALANCE		1,163,959	1,232,889	2,209,823	2,209,823		2,329,823
4255	Interest	11,897	29,013	11,000	20,000	0.0%	22,000
6600	Sanitary Sewer Facilities Fees	57,034	947,920	50,000	100,000	0.0%	100,000
Total Revenue		68,931	976,934	61,000	120,000	196.7%	122,000
Code	Expenditure Classification	Actual Expense 2017-18	Actual Expense 2018-19	Amended Budget 2019-20	Estimated Expense 2019-20	% of Budget Expended	Adopted Budget 2020-21
9610	Transfer - 5010	-	-	-	-	0.0%	-
Total Expenditures		-	-	-	-	0.0%	-
ENDING FUND BALANCE		1,232,889	2,209,823	2,270,823	2,329,823	102.6%	2,451,823

MISCELLANEOUS GRANT FUND

TOTAL BUDGET - \$0

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 2017-18	Actual Revenue 2018-19	Amended Budget 2019-20	Estimated Revenue 2019-20	% of Revenue Received	Adopted Budget 2020-21
BEGINNING FUND BALANCE		(24,013)	(36,333)	(29,026)	(29,026)		(9,823)
Special Purpose Grants							
2521-6816-0000	PetSmart Charities	-	15,000	-	-	0.0%	-
4803-6908-0000	DOC Recycling	18,860	18,747	18,426	18,426	100.0%	-
4804-6907-xxxx	Waste Tire Clean-Up	-	-	11,582	11,582	100.0%	-
4816-6907-0003	Waste Tire Amnesty	-	-	34,615	34,615	100.0%	-
4822-6816-0000	MSHCP-Multi-Species Habitat Con Plan	122,980	72,938	-	-	0.0%	-
4829-6816-0000	Municipal Spay-Neuter Grant	-	15,000	-	15,000	0.0%	-
4830-6816-0000	AV Desert Water Resuse (CNRA)	-	32,568	444,979	480,000	107.9%	-
4831-6816-0000	AV Desert Water Resuse (BOR)	-	-	299,000	299,000	100.0%	-
Total Revenues		141,840	154,253	808,602	858,623	106.2%	-
Code	Expenditure Classification	Actual Expense 2017-18	Actual Expense 2018-19	Amended Budget 2019-20	Estimated Expense 2019-20	% of Expense Expended	Adopted Budget 2020-21
PetSmart Charities							
2521-8988-0000	Spay/Neuter Program	-	1,442	-	-	0.0%	-
Cycle 3 Safe Routes to School							
4801-9589-0000	Spay/Neuter Program	13,630	17,486	-	15,000	0.0%	-
DOC Recycling							
4803-7010-0000	Salaries	244	-	5,000	5,000	100.0%	-
4803-7030-0000	Overtime	784	-	-	-	0.0%	-
4803-7150-0000	Medicare	13	-	-	-	0.0%	-
4803-7160-0000	PERS	29	-	-	-	0.0%	-
4803-7350-0000	Public Information	-	4,369	1,926	1,926	100.0%	-
4803-8940-0000	Contract Services	16,695	11,498	13,000	13,000	100.0%	-
Waste Tire Cleanup							
4804-7010-0000	Salaries	-	-	5,000	5,000	100.0%	-
4804-7370-0000	Special Dept. Supplies/Exp	-	-	250	250	100.0%	-
4804-8940-0000	Contract Services	1,487	798	453	453	100.0%	-
Waste Tire Amnesty							
4816-7010-0000	Salaries	-	-	11,800	11,800	100.0%	-
4816-7030-0000	Overtime	2,013	322	-	-	0.0%	-
4816-7150-0000	Medicare	25	5	-	-	0.0%	-
4816-7350-0000	Public Information	-	-	2,800	2,800	100.0%	-
4816-7370-0000	Special Dept. Supplies/Exp	-	-	615	615	100.0%	-
4816-7970-0000	Small Tools	-	-	45	45	100.0%	-
4816-8940-0000	Contract Services	2,567	6,322	4,530	4,530	100.0%	-
Special Purpose Grants							
2521-8988-0000	PetSmart Charities	6,618	-	-	-	0.0%	-
4213-7259-0000	Miscellaneous Costs	-	-	-	-	0.0%	-
4810-9563-0000	SR25 Rancho Verde Elem.School	-	4,513	-	-	0.0%	-
4822-8940-0000	MSHCP-Multi Species Habitat	110,055	63,732	-	-	0.0%	-
4829-8988-0000	Municipal Spay Neuter	-	4,941	-	-	0.0%	-
4830-9502-0000	AV Desert Water Resuse (CNRA)	-	31,519	444,979	480,000	107.9%	-
4831-9502-0000	AV Desert Water Resuse (BOR)	-	-	299,000	299,000	100.0%	-
Total Expenditures		154,161	146,946	789,398	839,419	106.34%	-
ENDING FUND BALANCE		(36,333)	(29,026)	(9,822)	(9,823)	100.0%	(9,823)
Personnel Schedule							
		Actual 2017-18	Actual 2018-19	Actual 2019-20	Adopted 2020-21		
4910-4816	Code Enforcement Officer II - Overtime	0.00	0.02	0.00	0.00		
Total FTE's:		0.00	0.02	0.00	0.00		

WASTEWATER ENTERPRISE FUND

TOTAL BUDGET – \$8,274,451

This program operates the Town's Sewer collection system and sewer lift stations to ensure the system is properly maintained and that overflows are prevented. Revenues are mainly from user charges and connection fees. The Wastewater fund helps to provide 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, 5020, 5030, 5040, 5050

Code	Revenue Classification	Actual Revenue 2017-18	Actual Revenue 2018-19	Amended Budget 2019-20	Estimated Revenue 2019-20	% of Budget Received	Adopted Budget 2020-21
BEGINNING FUND BALANCE		39,095,542	38,762,364	39,048,187	39,048,187		35,489,833
4170	Other Revenues Sources	-	3,857	-	3,000	0.0%	3,000
4190	Debt Service Principle - 5040	65,688	16,509	35,000	35,000	100.0%	35,000
4190	Debt Service Principle - 5050	246,009	243,439	225,000	225,000	100.0%	240,000
4255	Interest - 5010	91,411	135,679	50,000	120,000	240.0%	120,000
4255	Interest - 5020	13,872	17,626	-	-	0.0%	15,000
4255	Interest - 5030	5	7	-	-	0.0%	-
4255	Interest - 5040	6,815	8,829	5,000	15,000	300.0%	7,000
4255	Interest - 5050	15,950	27,534	5,000	8,000	160.0%	20,000
4355	Fines - 5050	16	-	-	-	0.0%	-
6146	Lot Splits	-	-	1,000	-	0.0%	-
6510	Administrative Fees	68,984	72,519	65,000	65,000	100.0%	53,000
6520	Buy In Fee	44,561	87,412	25,000	87,000	348.0%	60,000
6530	Inspection Fees	3,537	9,632	3,000	3,000	100.0%	2,000
6540	Local Sewer Connection Fees	56,476	77,846	60,000	75,000	125.0%	60,000
6630	Sewer Replacement Revenue	333,526	340,445	400,000	400,000	100.0%	400,000
6650	Sewer Use Fees	5,039,811	5,121,591	6,000,000	5,100,000	85.0%	5,200,000
6670	Storm Drainage Facilities	342	151,565	2,500	500	20.0%	1,000
Total Revenues		5,987,002	6,314,492	6,876,500	6,136,500	89.2%	6,216,000
Code	Expenditure Classification	Actual Expense 2017-18	Actual Expense 2018-19	Amended Budget 2019-20	Estimated Expense 2019-20	% of Budget Expended	Adopted Budget 2020-21
Personnel Services							
7010	Salaries & Wages	379,969	344,603	412,096	398,000	96.6%	481,623
7030	Wages Overtime	17,779	14,853	-	12,000	0.0%	-
7110	Cafeteria Benefits	53,549	60,004	63,651	60,276	94.7%	74,140
7120	Deferred Comp	4,265	28	-	-	0.0%	-
7140	RHS	1,639	1,588	2,060	1,949	94.6%	2,417
7150	Medicare	6,017	5,084	5,975	5,931	99.3%	7,008
7160	PERS	78,781	85,803	115,753	112,830	97.5%	140,070
7166	Phone Allowance	-	-	-	220	0.0%	240
Total Personnel		541,999	511,962	599,535	591,206	98.6%	705,498
Operations & Maintenance							
7180	Uniforms	2,618	2,354	4,500	2,453	54.5%	2,135
7185	Pension Expense - GASB 68	247,343	-	-	-	0.0%	-
7207	Banking Fees - Check 21	941	970	-	1,000	0.0%	1,000
7223	Disposal	1,353	1,362	1,800	1,500	83.3%	1,600
7229	Education & Training	2,239	1,426	1,800	1,800	100.0%	1,800
7241	Meetings & Conferences	278	34	700	300	42.9%	-
7247	Memberships & Dues	1,242	1,701	3,300	2,000	60.6%	3,000
7253	Mileage	-	-	100	-	0.0%	-
7259	Miscellaneous	44	84	500	100	20.0%	300
7265	Office Supplies	268	326	1,000	400	40.0%	500
7277	Printing	21	14	2,100	100	4.8%	-
7289	Subscriptions	-	49	50	100	200.0%	100
7295	0109 Utilities Phones/ Cell Phones	6,181	4,858	7,000	6,000	85.7%	7,000
7295	0847 Utilities Electricity Usage	34,804	37,606	55,000	38,000	69.1%	40,000
7295	0848 Utilities Natural Gas Usage	1,709	1,520	1,000	2,500	250.0%	1,000
7295	0849 Utilities Water Usage	5,626	5,312	6,000	6,000	100.0%	8,000
7312	Bad Debt	(623)	9,503	-	10,000	0.0%	10,000
7330	Hardware/Software Supplies	-	-	-	-	0.0%	110,000
7360	Safety & Security	1,082	354	1,500	500	33.3%	750
7655	Building Maintenance	10,259	7,693	10,000	6,000	60.0%	10,000
7755	Grounds Maintenance	1,165	1,380	700	6,000	857.1%	700
7942	System Maintenance	87,170	120,373	220,000	140,000	63.6%	400,000
7949	Sewage Treatment	2,278,874	2,259,248	2,500,000	2,300,000	92.0%	2,850,000
7963	Signing	1,603	-	-	-	0.0%	-

Code	Expenditure Classification	Actual Expense 2017-18	Actual Expense 2018-19	Amended Budget 2019-20	Estimated Expense 2019-20	% of Budget Expended	Adopted Budget 2020-21
7970	Small Tools	3,116	1,034	3,500	3,500	100.0%	3,500
8908	ACS	58,936	55,780	58,000	50,000	86.2%	58,000
8940	Contracted Services	69,060	35,215	50,000	35,000	70.0%	50,000
8940	Contracted Services - 5050	8,936	5,328	7,500	10,000	133.3%	10,000
8964	Engineering Contractor	684	6,312	12,000	7,000	58.3%	-
9013	Communications Equip	378	-	1,000	500	50.0%	500
9026	Equipment Maintenance	2,565	135	3,000	3,000	100.0%	3,000
9052	Gasoline, Diesel & oil	19,019	19,731	23,000	22,000	95.7%	23,000
9065	Leased Equipment	471	744	5,000	1,000	20.0%	99,000
9078	Safety Equipment	883	1,612	1,500	2,500	166.7%	2,000
9091	Vehicle Maintenance	6,074	10,608	20,000	20,000	100.0%	20,000
9610	Transfer from 5050 to 8310	228,813	226,743	-	-	0.0%	-
9999	Administrative Overhead	748,400	748,400	748,400	748,400	100.0%	748,400
	Total Operations & Maint	3,831,532	3,567,811	3,749,950	3,427,653	91.4%	4,465,285
	Capital Expenditures						
9750	Depreciation - 5010	1,469,146	1,429,601	1,550,000	1,550,000	100.0%	1,675,000
9750	Depreciation - 5020	63,958	63,958	63,958	63,958	100.0%	63,958
9750	Depreciation - 5030	87,406	87,406	87,405	87,406	0.0%	87,406
9750	Depreciation - 5040	157,304	157,304	157,304	157,304	100.0%	157,304
9750	Depreciation - 5050	36,577	36,577	36,577	36,577	100.0%	45,000
9120	Capital Outlay	-	9,031	114,000	114,000	100.0%	25,000
9300	Capital Projects	93,521	165,020	246,500	246,500	100.0%	1,050,000
9502	AV Desert Water Reuse	38,737	-	3,270,250	3,420,250	104.6%	-
	Total Capital Expenditures	1,946,648	1,948,896	5,525,994	5,675,995	102.7%	3,103,668
	Total Expenditures	6,320,180	6,028,669	9,875,479	9,694,854	98.2%	8,274,451
	ENDING FUND BALANCE	38,762,364	39,048,187	36,049,208	35,489,833	98.4%	33,431,382
	Less Capital Assets	26,522,615	25,272,433	27,007,939	27,245,344	100.9%	26,291,676
	TOTAL FUND BALANCE LESS CAPITAL ASSETS	12,239,749	13,775,754	9,041,269	8,244,489	91.2%	7,139,706
	Personnel Schedule		Actual 2017-18	Actual 2018-19	Actual 2019-20	Adopted 2020-21	
	Full Time:						
	Director of Public Works		0.34	0.00	0.00	0.00	
	Public Works Manager		0.33	0.80	0.80	0.80	
	Code Enforcement Manager		0.00	0.00	0.00	0.10	
	Comm & Housing Dev. Specialist II		0.00	0.00	0.50	0.50	
	Administrative Analyst II		0.00	0.50	0.50	0.50	
	Public Works Supervisor		1.00	0.25	0.25	0.25	
	Administrative Secretary		0.00	0.30	0.00	0.00	
	Comm & Housing Dev. Specialist I		0.50	0.50	0.00	0.00	
	Administrative Analyst I		0.00	0.00	0.30	0.50	
	Code Enforcement Officer, Senior		0.00	0.00	0.00	0.20	
	Code Enforcement Officer II		0.00	0.00	0.50	0.20	
	Code Enforcement Officer I		0.00	0.00	0.00	0.10	
	Maintenance Worker, Senior		0.50	0.50	0.00	0.00	
	Fleet Mechanic		0.00	0.00	0.50	0.50	
	Code Enforcement Technician		0.00	0.00	0.00	0.10	
	Maintenance Worker II		2.00	1.00	0.00	0.00	
	Maintenance Worker I		1.00	2.00	3.00	4.00	
	Custodian		0.00	0.50	0.50	0.50	
	Total FTE's:		5.67	6.35	6.85	8.25	

WASTE MANAGEMENT FUND (5510-7510/4460)							
Code	Revenue Classification	Actual Revenue 2017-18	Actual Revenue 2018-19	Amended Budget 2019-20	Estimated Revenue 2019-20	% of Budget Received	Adopted Budget 2020-21
BEGINNING FUND BALANCE		2,483,485	2,916,896	3,754,841	3,754,841		2,197,491
4165	Misc Penalties, Fines	53,671	106,948	30,000	295,000	983.3%	250,000
4170-4951	Other Revenue Sources	1,375	-	-	-	0.0%	-
4179-4951	Recycling Revenue	44,140	61,866	-	30,000	0.0%	35,000
4181	Refunds, Reimb, Rebates	-	-	-	1,706	0.0%	-
4255	Interest Earnings	78,817	236,859	60,000	40,000	66.7%	40,000
6510	Administration Fees	2,368,363	2,098,510	2,800,000	1,070,000	38.2%	900,000
6550	Solid Waste Franchise Fee	-	348,716	-	1,560,000	0.0%	1,600,000
6710	Landfill Fees	3,119,670	2,795,748	3,300,000	1,735,000	52.6%	1,800,000
6720	MRF Operations	-	114,259	-	273,000	0.0%	300,000
6730	Waste Disposal Agmt Article 19	45,305	59,493	25,000	60,000	240.0%	25,000
6740	HHW & Other Disposal	-	67,131	-	330,000	0.0%	350,000
6750	State Recycling Fees	1,377,287	1,064,630	1,400,000	-	0.0%	-
6770	Trash Collection Fees	4,523,424	5,145,784	4,900,000	7,000,000	142.9%	7,350,000
6780	Trash Liens	(11,398)	4,297	-	(43,068)	0.0%	-
6790	Organic Waste Fees	-	1,214.52	40,800.00	15,000	36.8%	30,000
6924-4951	Oil Payment Program - State	39,569	20,224	19,000	19,000	100.0%	19,000
Total Revenues		11,640,224	12,125,680	12,574,800	12,385,638	98.5%	12,699,000
Code	Expenditure Classification	Actual Expense 2017-18	Actual Expense 2018-19	Amended Budget 2019-20	Estimated Expense 2019-20	% of Budget Expended	Adopted Budget 2020-21
Personnel Services 5510-7510							
7010	Salaries	54,016	57,501	290,352	305,000	105.0%	454,727
7020	Salaries Part-Time	-	-	-	-	0.0%	27,490
7030	Overtime	-	-	-	1,000	0.0%	-
7110	Cafeteria Benefits	13,863	16,173	40,635	43,000	105.8%	71,331
7140	RHS	266	281	1,452	1,332	91.7%	2,296
7150	Medicare	755	799	4,223	4,129	97.8%	7,065
7160	PERS	11,613	12,994	69,032	88,000	127.5%	120,938
7165	Auto Allowance	-	-	889	900	101.2%	889
766	Phone Allowance	-	-	-	400	0.0%	600
Total Personnel		80,513	87,746	406,583	443,761		685,336
Operations & Maintenance 5510-7510							
7180	Uniform Expenses	-	-	-	304	0.0%	2,098
7185	Pension Expense - GASB 68	13,122	-	-	-	0.0%	-
7205-4951	Advertising	-	-	2,000	2,000	100.0%	2,000
7207	Banking Fees - Check 21	1,989	2,049	2,800	1,560	55.7%	2,800
7229-4951	Education & Training	-	300	3,500	300	8.6%	5,000
7241-4951	Meetings & Conferences	1,410	494	2,000	476	23.8%	-
7247-4951	Membership & Dues	242	400	-	-	0.0%	-
7253-4951	Mileage	238	193	-	-	0.0%	-
7259	Miscellaneous	-	-	-	341	0.0%	-
7259-4951	Miscellaneous	26	95	-	-	0.0%	-
7265-0000	Office Supplies	34	-	3,000	9,000	300.0%	10,000
7277-4951	Printing	-	250	250	250	100.0%	1,000
7312	Bad Debt	(1,320)	18,510	-	20,000	0.0%	20,000
7350-4951	Public Information	-	-	2,000	2,000	100.0%	2,000
8908	ACS Computer Services	111,777	107,679	117,000	123,000	105.1%	120,000
8924	AVCO Disposal	6,009,539	6,912,336	7,484,000	7,200,000	96.2%	7,200,000
8940	Contract Services	12,851	13,031	40,000	38,000	95.0%	40,000
8952	County Solid Waste	1,534,806	1,671,879	1,540,000	1,550,000	100.6%	1,300,000
8970	HH Hazardous Waste-Recycling	-	759	1,000	1,000	100.0%	28,000
8970-4951	Household Hazardous Waste	2,209	2,092	27,000	2,500	9.3%	1,000
8971-4951	Household Hazardous Waste-Co Fire	81,510	84,771	85,000	85,000	100.0%	85,000
8972	Legal Services	-	-	1,675,000	1,600,000	95.5%	1,675,000
8976	MRF Operations/Admin	196,078	367,555	600,000	608,000	101.3%	620,000
8980	Organic Recycling	-	126	34,600	6,200	17.9%	34,600
8984	Solid Waste JPA	47,659	48,470	50,000	59,000	118.0%	60,000
Total Operations & Maint		8,012,172	9,230,989	11,669,150	11,308,931	96.9%	11,208,498

Code	Expenditure Classification	Actual Expense 2017-18	Actual Expense 2018-19	Amended Budget 2019-20	Estimated Expense 2019-20	% of Budget Expended	Adopted Budget 2020-21
Household Hazardous Waste - Used Oil (5510-4460)							
7010-4951	Salaries Regular	761	4,038	-	-	0.0%	-
7020-4951	Salaries Part-Time	11,228	8,398	38,177	17,813	46.7%	-
7025-4951	Part-Time Sick Leave	-	257	-	-	0.0%	-
7030-4951	Overtime	3,709	8,007	-	-	0.0%	-
7150-4951	Medicare	222	278	554	259	46.8%	-
7160-4951	PERS	78	392	-	-	0.0%	-
7241-4951	Meetings and Conferences	958	-	-	-	0.0%	-
7253-4951	Mileage Exp/Allowance	599	-	-	-	0.0%	-
8970-4951	Household Hazardous Waste	350	-	-	9	0.0%	1,000
Total HHW - Used Oil		17,905	21,370	38,731	18,081	46.7%	1,000
Debt Service							
9309	Change in Investment in Joint Venture	67,561	67,561	67,561	67,561	0.0%	67,561
9840	Debt Service - MRF	-	-	252,500	252,500	100.0%	-
9860	Interest Expense	30,621	45,769	12,878	11,804	91.7%	-
Total Debt Service		98,182	113,330	332,939	331,865	99.7%	67,561
Transfers							
9610	Transfer - 1001 (Franchise Fee)	2,208,641	1,044,900	1,050,950	1,050,950	100.0%	1,050,950
9999	Administrative Overhead	789,400	789,400	789,400	789,400	100.0%	790,000
Total Transfers		2,998,041	1,834,300	1,840,350	1,840,350	100.0%	1,840,950
Total Expenditures		11,206,813	11,287,735	14,287,753	13,942,988	97.6%	13,803,345
ENDING FUND BALANCE		2,916,896	3,754,841	2,041,888	2,197,491	107.6%	1,093,146

* \$1.2 million of fund balance is reserved for joint ventures net of pension liability.

Personnel Schedule	Actual 2017-18	Actual 2018-19	Actual 2019-20	Adopted 2020-21
Full Time:				
Assistant Town Manager	0.00	0.00	0.13	0.38
Assistant Director of Com. Dev.	0.00	0.00	0.25	0.00
Code Enforcement Manager	0.00	0.00	0.30	0.50
Administrative Analyst I	0.00	0.00	0.40	0.00
Accountant II	0.00	0.00	0.20	0.20
Code Enforcement Officer, Senior	0.00	0.00	0.00	1.00
Code Enforcement Officer II	0.00	0.00	1.40	1.00
Code Enforcement Officer I	0.00	0.00	0.30	0.50
Code Enforcement Technician	0.00	0.00	0.30	0.50
Administrative Secretary	0.30	0.30	0.00	0.00
Account Clerk II	1.00	1.00	1.00	1.00
Maintenance Worker I	0.00	0.00	0.01	2.00
Part Time:				
Community Enhancement Officer	0.00	0.00	0.45	0.45
HHW Operator (P/T)	0.56	0.56	0.00	0.00
Total FTE's:	1.86	1.86	4.74	7.53

GOLF COURSE ENTERPRISE FUND

TOTAL BUDGET - \$1,166,233

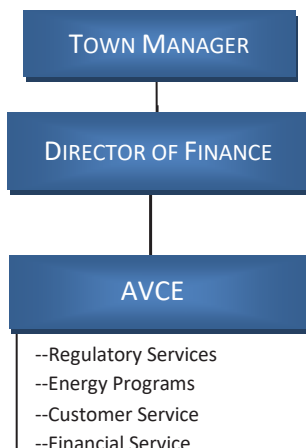
This fund accounts for the costs of providing golf to the general public and the user charges by which these costs are recovered.

GOLF COURSE ENTERPRISE FUND 5710							
Code	Revenue Classification	Actual Revenue 2017-18	Actual Revenue 2018-19	Amended Budget 2019-20	Estimated Revenue 2019-20	% of Budget Received	Adopted Budget 2020-21
	BEGINNING FUND BALANCE	(1,893,885)	(1,864,360)	(1,868,399)	(1,868,399)		(1,978,298)
4170	Other Revenue Sources	100	(100)	-	-	0.0%	-
4184	Cash over/short	(65)	-	-	-	0.0%	-
4255	Interest Earnings	-	10,585	10,000	-	0.0%	-
5700	Cell Tower Rents	30,713	23,699	22,250	22,250	100.0%	21,000
6420	Green Fees	581,686	612,284	615,000	515,000	83.7%	560,000
6485	SGM Food & Beverage 2%	6,422	5,181	-	1,500	0.0%	4,000
6999	Transfer - 1001	436,601	418,981	443,936	864,936	194.8%	470,000
	Total Revenues	1,055,457	1,070,631	1,091,186	1,403,686	128.6%	1,055,000
Code	Expenditure Classification	Actual Expense 2017-18	Actual Expense 2018-19	Amended Budget 2019-20	Estimated Expense 2019-20	% of Budget Expended	Adopted Budget 2020-21
0000	Non-departmental						
7205	Advertising-Marketing	14,976	14,666	-	12,000	0.0%	2,000
7217	Credit Card Costs	10,153	10,470	10,000	10,000	100.0%	10,000
7259	Miscellaneous Costs	37	-	-	-	0.0%	-
7295-0849	Utilities: Water Usage	3,061	3,213	1,200	3,200	266.7%	2,400
7312	Bad Debt	-	2,019	-	3,500	0.0%	-
7324	Gift Certificates	(197)	12	-	300	0.0%	-
7332	Management Fee	96,000	96,000	99,000	96,000	97.0%	99,000
9065	Leased Equipment	2,709	2,643	-	-	0.0%	3,000
9120	Capital Equipment	6,907	-	-	-	0.0%	-
9750	Depreciation	82,012	87,278	65,000	110,000	169.2%	115,000
9860	Interest Expense	36,681	-	-	-	0.0%	-
	Sub-Total Non-departmental	252,339	216,300	175,200	235,000	134.1%	231,400
7700	Golf Club - Administrative						
7259	Miscellaneous Costs	-	-	-	4	0.0%	-
7265	Office Supplies/Expense	533	749	600	600	100.0%	1,000
7655	Building Maintenance	-	11,058	5,000	1,000	20.0%	15,000
8940	Contract Services	116,269	136,258	120,000	124,515	103.8%	120,000
	Sub-Total Golf Club - Administrativ	116,802	148,066	125,600	126,119	100.4%	136,000
7710	Golf Club - Food & Beverage						
7655	Building Maintenance	(110)	103	-	-	0.0%	-
	Sub-Total Golf Club -Food & Bever	(110)	103	-	-	-	-
7712	Golf Club - Cart Barn						
7655	Building Maintenance	-	1,871	-	-	0.0%	-
8940	Contract Services	34,631	39,652	-	-	0.0%	-
9065	Leased Equipment	78,661	75,103	-	-	0.0%	-
	Sub-Total Golf Club - Cart Barn	113,293	116,625	-	-	0.0%	-

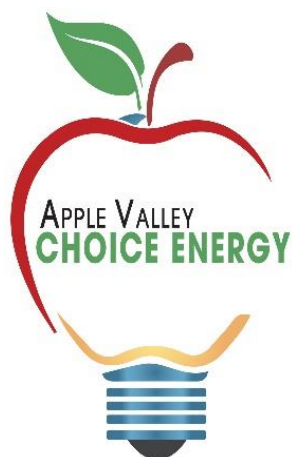
Code	Expenditure Classification	Actual Expense 2017-18	Actual Expense 2018-19	Amended Budget 2019-20	Estimated Expense 2019-20	% of Budget Expended	Adopted Budget 2020-21
7714	Golf Club - Golf Course Grounds						
7180	Uniform Expense	8,523	7,531	8,000	7,000	87.5%	8,000
7241	Meetings & Conferences	100	-	-	-	0.0%	-
7295-0847	Utilities: Electricity Usage	72,068	61,996	65,000	62,000	95.4%	65,000
7295-0849	Utilities: Water Usage	7,776	6,421	8,000	6,500	81.3%	8,000
7331	License & Fees	1,318	1,423	1,500	1,500	100.0%	1,500
7353	Range Supplies	10,669	5,572	5,000	5,000	100.0%	5,000
7360	Safety & Security	135	82	-	200	0.0%	-
7655	Building Maintenance	363	2,225	1,500	1,500	100.0%	1,500
7755	Grounds Maintenance	72,766	79,210	75,000	75,000	100.0%	75,000
7970	Small Tools	569	256	-	-	0.0%	-
8940	Contract Services	187,474	201,972	190,000	196,000	103.2%	225,000
9026	Equipment Maintenance	25,229	15,526	20,000	23,000	115.0%	20,000
9052	Gasoline, Diesel, Oil	14,620	24,656	17,000	14,000	82.4%	20,000
9065	Leased Equipment	-	34,922	-	-	0.0%	-
9300	Capital Projects	-	-	484,800	474,000	97.8%	103,000
	Sub-Total Golf Course Grounds	401,610	441,791	875,800	865,700	98.8%	532,000
7716	Golf Club - Golf Course Facilities						
7010	Salaries & Wages	2,660	7,218	12,206	13,200	108.1%	8,083
7030	Wages Overtime	76	53	-	244	0.0%	-
7110	Cafeteria and other Benefits	381	1,202	2,111	1,497	70.9%	1,508
7140	RHS	12	32	61	41	67.2%	41
7150	Medicare	40	103	177	200	113.0%	117
7160	PERS	7,500	1,792	2,138	2,646	123.8%	2,084
	Total Personnel	10,668	10,399	16,693	17,828	106.8%	11,833
7223	Disposal Services	4,007	3,345	4,000	3,700	92.5%	4,000
7295-0847	Utilities: Electricity Usage	41,915	38,980	40,000	32,000	80.0%	40,000
7295-0848	Utilities: Natural Gas Usage	7,974	9,432	8,000	7,000	87.5%	8,000
7295-0849	Utilities: Water Usage	-	-	1,500	-	0.0%	1,500
7360	Safety & Security	2,066	43	-	-	0.0%	-
7655	Building Maintenance	17,767	11,388	12,000	12,000	100.0%	15,000
9065	Leased Equipment	-	-	70,000	70,000	100.0%	70,000
	Sub-Total Golf Course Facilities	84,397	73,587	152,193	142,528	93.6%	150,333
7722	Golf Club - Pro Shop						
7180	Uniform Expense	-	43	-	-	0.0%	-
7205	Advertising-Marketing	975	325	-	-	0.0%	-
7265	Office Supplies/Expense	11	-	-	-	0.0%	-
7331	License & Fees	704	140	-	-	0.0%	-
7655	Building Maintenance	2,050	3,188	5,000	3,000	60.0%	5,000
8940	Contract Services	51,593	49,698	65,000	140,000	215.4%	110,000
	Sub-Total Golf Club - Pro Shop	55,332	53,394	70,000	143,000	204.3%	115,000
7724	Golf Course - Food and Beverage						
7655	Building Maintenance	-	24,121	-	-	0.0%	-
	Sub-Total Golf Club - Tennis Court	-	24,121	-	-	0.0%	-

Code	Expenditure Classification	Actual Expense 2017-18	Actual Expense 2018-19	Amended Budget 2019-20	Estimated Expense 2019-20	% of Budget Expended	Adopted Budget 2020-21
7726	Golf Club - Tennis Court						
7755	Grounds Maintenance	2,269	684	193	-	0.0%	1,500
9026	Equipment Maintenance	-	-	1,200	1,238	0.0%	-
	Sub-Total Golf Club - Tennis Court	2,269	684	1,393	1,238	0.0%	1,500
	Total Expenditures	1,025,932	1,074,671	1,400,186	1,513,585	108.1%	1,166,233
	ENDING FUND BALANCE	(1,864,360)	(1,868,399)	(2,177,399)	(1,978,298)	90.9%	(2,089,531)
	Less Capital Assets	1,707,159	1,620,078	2,039,878	1,984,078		1,972,078
	TOTAL FUND BALANCE LESS CAPITAL ASSETS	(3,571,519)	(3,488,477)	(4,217,277)	(3,962,376)	94.0%	(4,061,609)
	Personnel Schedule						
		Actual 2017-18	Actual 2018-19	Actual 2019-20	Adopted 2020-21		
	Maintenance Supervisor	0.02	0.07	0.07	0.07		
	Sr. Maintenance Worker	0.00	0.00	0.07	0.00		
	Maintenance Worker II	0.02	0.07	0.07	0.07		
	Maintenance Worker I	0.01	0.01	0.01	0.01		
	Total FTE's:	0.05	0.15	0.22	0.15		

APPLE VALLEY CHOICE ENERGY



DEPARTMENT DESCRIPTION



Apple Valley Choice Energy (AVCE) is a Town of Apple Valley municipal service formed to allow 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 generation 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 and establishes programs that provide local customers with greater local benefit and energy options. As a municipal service, AVCE offers generation rates that are lower than Southern California Edison (SCE), with a higher renewable energy content.

Apple Valley Choice Energy purchases electricity and provides it to Apple Valley customers, with a focus on lower generation rates and increased renewable energy content. There are no duplicate charges between AVCE and SCE because each entity provides unique services. AVCE procures electricity while SCE delivers that energy to the customers, maintains and repairs the

infrastructure that carries it, and provides customer services, including a unified bill. AVCE customers receive a single monthly bill from SCE that contains transmission and delivery charges from SCE and electrical generation charges from AVCE. Customers enrolled in AVCE continue to receive CARE, FERA, and Medical Baseline discounts within their SCE delivery charges. Additionally, AVCE customers with Net Energy Metering (NEM) systems receive credits for future energy service and receive cash back when their systems produce excess energy. Level Pay Plan (LPP), Summer Discount program, and other SCE and state mandated programs remain the same with AVCE. AVCE offers three different rate categories to its customers: Core Choice, More Choice, and Your Choice. Core Choice is the default category and offers the lowest rates with 35% renewable energy content. More Choice is a voluntary “opt-up” category that offers 50% renewable energy content from solar, wind or geo-thermal resources. Lastly, Your Choice is for Net Energy Metering (NEM) customers-and allows solar owners to earn credits and/or money back for the excess energy that is delivered back into the grid.

2019-20 HIGHLIGHTS

- Continued to secured RA contracts for energy procurement
- Joined a JPA partnership with California Choice Energy Authority
- Maintained high customer participation
- Continued to provide a discounted rate on generation rates

2020-21 OBJECTIVES/GOALS:

- Continue to explore Energy Efficiency Programs
- Continue to serve cheaper generation rates than Southern California Edison
- Strengthen More Choice customer participation
- Be more active with the community
- Continue to increase local Resource Adequacy

Department Workload Indicators				
	Actual FY 18-19	Goal FY 19-20	Estimated FY 19-20	Goal FY 20-21
AVCE Community Outreach Events	6	6	6	8
AVCE Core Choice Participants	30,100	30,000	24,934	25,000
AVCE More Choice Participants	32	100	38	75
AVCE Your Choice Participants	2,592	3,500	2,532	3,500
Internal Customer Inquiries	4,00	3,000	3,500	2,500

Department Performance Measures				
	Actual FY 18-19	Goal FY 19-20	Estimated FY 19-20	Goal FY 20-21
Increase AVCE Community Outreach Events by 2	6	6	6	8
Maintain less than 5% reduction in Core Choice Participants	5%	1%	2%	1%
Increase More Choice Participation by 5%	5%	5%	1%	5%
Increase Your Choice Participation by 5%	5%	5%	3%	5%
Average number of days to process customer inquiries	1	.5	1	.5

APPLE VALLEY CHOICE ENERGY

APPLE VALLEY CHOICE ENERGY (5810)							
Code	Revenue Classification	Actual	Actual	Amended	Estimated	% of	Adopted
		Revenue	Revenue	Budget	Revenue	Budget	Budget
		2017-18	2018-19	2019-20	2019-20	Received	2020-21
BEGINNING FUND BALANCE		446,041	2,643,917	2,166,077	2,166,077		4,759,712
4380	AVCE Energy Generation Revenue	78,885	14,950,653	16,298,900	17,000,000	104.3%	16,238,000
4381	AVCE Smart Choice Revenue	15,715,849	928,858	-	1,100	0.0%	1,000
4170	Other Revenue Sources	158	-	-	-	0.0%	-
4181	Miscellaneous Revenue	-	-	-	2,257	0.0%	-
4255	Interest Earnings	4,676	-	-	-	0.0%	-
4382	CRR Revenues	97,215	672,708	-	425,000	0.0%	250,000
6816	Grants	-	-	-	-	0.0%	-
Total Revenues		15,896,782	16,552,219	16,298,900	17,428,357	106.9%	16,489,000
Code	Expenditure Classification	Actual	Actual	Amended	Estimated	% of	Adopted
		Expense	Expense	Budget	Expense	Budget	Budget
		2017-18	2018-19	2019-20	2019-20	Expended	2020-21
Personnel Services							
7010	Salaries	177,998	84,204	67,298	16,356	24.3%	16,585
7110	Cafeteria Benefits	25,238	16,508	13,523	4,012	29.7%	2,311
7120	Deferred Comp	3,376	33	-	-	0.0%	-
7140	RHS	845	390	336	63	18.8%	83
7150	Medicare	2,666	1,092	976	240	24.6%	241
7160	PERS	34,692	18,504	5,195	3,594	69.2%	4,276
Total Personnel		244,815.69	120,730	87,328	24,265	27.8%	23,496
Operations & Maintenance							
7390	Power Procurement	10,921,527	14,218,196	12,079,700	12,400,000	102.7%	13,000,000
7392	NEM True-Up Payments	72,461	191,588	100,000	20,000	20.0%	20,000
7394	Rate Stabilization	-	-	489,000	-	0.0%	-
8940	Contract Services	974,691	1,003,028	1,000,000	1,115,000	111.5%	1,159,000
7205	Advertising & Marketing	273	14,691	77,000	77,000	100.0%	77,000
7229	Education & Training	-	-	1,000	-	0.0%	-
7241	Meetings & Conferences	2,462	4,424	28,000	3,000	10.7%	-
7247	Membership & Dues	99,826	17,584	26,240	15,500	59.1%	15,500
7253	Mileage	54	473	1,000	200	20.0%	250
7259	Miscellaneous	331	35	1,000	-	0.0%	-
7265	Office Supplies/Exp	16	33	500	100	20.0%	200
7277	Printing	127	-	-	-	0.0%	-
7312	Bad Debt	-	518,490	70,000	150,000	214.3%	150,000
7330	Hardware/Software Supplies/Exp	-	-	15,000	14,601	97.3%	-
7393	Open Market Power Purchases	383,475	35,488	-	-	0.0%	-
7395	Required Mailings	36,898	-	61,000	61,000	100.0%	65,000
8916	Audit Fees	-	5,300	13,000	6,000	46.2%	8,000
9860	Interest	15,651	-	5,000	1,556	31.1%	-
Total Operations & Maint		12,507,791	16,009,329	13,967,440	13,863,957	99.3%	14,494,950
Transfers							
9999	Administrative Overhead	946,300	900,000	946,500	946,500	100.0%	946,500
Total Transfers		946,300	900,000	946,500	946,500	100.0%	946,500
Total Expenditures		13,698,906	17,030,059	15,001,268	14,834,722	98.9%	15,464,946
ENDING FUND BALANCE		2,643,917	2,166,077	3,463,709	4,759,712	137.4%	5,783,766
Personnel Schedule			Actual	Actual	Actual	Adopted	
			2017-18	2018-19	2019-20	2020-21	
Full Time:							
Asst Director of Energy & Environ Serv			0.75	0.00	0.00	0.00	
Administrative Analyst I			1.00	1.00	0.00	0.00	
Accountant II			0.00	0.00	0.20	0.20	
Administrative Secretary			0.70	0.30	0.00	0.00	
Account Clerk II			0.00	0.00	0.05	0.05	
Total FTE's:			2.45	1.30	0.25	0.25	

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Town of Apple Valley

Town of Apple Valley
Capital Improvement Plan
FY 2020-2021 Budget by Funding Source

Measure I	TIF	Grants	Other	DIF	Wastewater	Totals
Preliminary Design						
High Desert Corridor	2,500	-	-	-	-	2,500
Full Design						
Apple Valley Village Accessibility Phase 2	-	-	150,000	11,13	-	150,000
Bear Valley Bridge (Mojave River Bridge)	57,350	442,650	-	1	-	500,000
Bear Valley Intersection Improvements	27,000	-	-	-	-	27,000
Dale Evans Parkway Waalew Road (Realignment)	25,000	-	-	-	-	25,000
Rio Vista Safe Routes to School	5,000	-	-	-	-	5,000
Stoddard Wells Road Widening	75,000	-	-	-	-	75,000
Town Wide School one Analysis/LRSP	53,000	72,000	-	9	-	125,000
Construction						
Bear Valley Intersection Improvements	150,000	-	-	-	-	300,000
Flood Hazard Mitigation Program	-	-	-	400,000	-	400,000
Hwy 18 West End Widening (Phase 1, AVR Realignment)	160,250	4,659,500	-	2, 8	-	4,980,000
Navajo Road Drainage Improvements	-	-	-	300,000	-	300,000
Paving Priorities (50% Categorical/50% Non-Categorical)	500,000	-	1,262,600	2	-	1,762,600
Rio Vista Safe Routes to School	-	281,495	300,000	3, 11	-	581,495
Stoddard Wells Road Widening	1,250,000	-	-	-	-	1,250,000
Town Wide School one Analysis/LRSP	100,000	-	-	-	-	100,000
Thunderbird Bus Turnout	-	53,897	96,103	3, 11	-	150,000
Yucca Loma Bridge	-	66,600	52,000	6, 8	-	200,000
Street Maintenance Total	2,405,100	5,576,142	1,860,703	700,000	-	10,933,595
Grounds Maintenance						
James Woody Parking Lot Paving	-	-	50,000	-	-	50,000
Grounds Maintenance Total	-	-	50,000	-	-	50,000
Wastewater						
Jess Ranch Lift Station and Sewer Modifications	-	-	150,000	12	-	150,000
Issil Lift Station Modification	-	-	-	-	100,000	100,000
Nanticoke Pressure Main Conversion	-	-	-	-	100,000	100,000
Replace Cleanouts with Manholes, Jess Ranch Community	-	-	-	-	150,000	150,000
Sewer Main Extension/Housing Element	-	-	-	-	250,000	250,000
Sewer Main/Manhole Replacement, Various Locations	-	-	-	-	100,000	100,000
Sewer Manhole Cover Replacement, Assess. Dist. 2A (Year 3 of 7)	-	-	-	-	100,000	100,000
Sewer Manhole Rehabilitation, Various Locations	-	-	-	-	100,000	100,000
Wastewater Total	-	-	150,000	-	900,000	1,050,000
Capital Projects Total	2,405,100	5,576,142	2,060,703	700,000	900,000	12,033,595

**Town of Apple Valley
Capital Improvement Plan
7 Year Plan 2020-2027**

Projects	20/21	21/22	22/23	23/24	24/25	25/26	26/27	Totals
Road Projects								
Preliminary Design								
High Desert Corridor	2,500	2,500	2,500	2,500	2,500	2,500	2,500	17,500
Johnson Road Widening	-	-	-	-	50,000	-	-	50,000
Rancheritas Plaza Frontage Road Conversion	-	-	-	-	100,000	100,000	-	200,000
Yucca Loma Road Realignment	-	-	100,000	-	-	-	-	100,000
Full Design								
Apple Valley Village Accessibility Phase 2	150,000	-	-	-	-	-	-	150,000
Bear Valley Bridge (Mojave River Bridge)	500,000	130,000	-	-	-	-	-	630,000
Bear Valley Intersection Improvements	27,000	-	-	-	-	-	-	27,000
Central Road, from SR18 to Bear Valley Road	-	-	100,000	-	-	-	-	100,000
Dale Evans Parkway Waalew Road (Realignment)	25,000	10,000	-	-	-	-	-	35,000
Hwy 18 West End Widening (Phase 2, AVR to TAO)	-	-	600,000	500,000	-	-	-	1,100,000
Johnson Road Widening	-	-	-	-	-	200,000	-	200,000
Rio Vista Safe Routes to School	5,000	-	-	-	-	-	-	5,000
Standing Rock Road Realignment / Hwy 18 Signal	-	150,000	350,000	350,000	-	-	-	850,000
Stoddard Wells Road Widening	75,000	-	-	-	-	-	-	75,000
Tao Road South of Highway 18 Extension	-	100,000	-	-	-	-	-	100,000
Town Wide School one Analysis/LRSP	125,000	-	-	-	-	-	-	125,000
Wika Road West End SR18 Access Improvements (Phase 1)	-	30,000	-	-	-	-	-	30,000
Wika Road West End SR18 Access Improvements (Phase 2)	-	170,000	-	-	-	-	-	170,000
Construction								
Apple Valley Village Accessibility Phase 2	-	480,000	-	-	-	-	-	480,000
Bear Valley Bridge (Mojave River Bridge)	-	23,250,000	17,791,000	-	-	-	-	41,041,000
Bear Valley Intersection Improvements	300,000	675,000	-	-	-	-	-	975,000
Central Road, from SR18 to Bear Valley Road	-	-	-	660,000	-	-	-	660,000
Dale Evans Parkway Waalew Road (Realignment)	-	990,000	-	-	-	-	-	990,000
Flood Hazard Mitigation Program	400,000	-	-	-	300,000	-	-	700,000
Hwy 18 West End Widening (Phase 1, AVR Realignment)	4,980,000	4,060,000	-	-	-	-	-	9,040,000
Hwy 18 West End Widening (Phase 2, AVR to TAO)	-	-	-	-	11,000,000	-	-	11,000,000
Johnson Road Widening	-	-	-	-	-	2,400,000	-	2,400,000
Navajo Road Drainage Improvements	300,000	-	-	-	-	-	-	300,000
Paving Priorities (50% Categorical/50% Non-Categorical)	1,762,600	2,387,503	2,387,503	2,387,503	2,387,503	2,387,503	2,387,503	16,087,618
Rio Vista Safe Routes to School	581,495	-	-	-	-	-	-	581,495
Standing Rock Road Realignment / Hwy 18 Signal	1,250,000	-	-	1,250,000	-	-	-	2,500,000
Stoddard Wells Road Widening	-	-	250,000	-	-	-	-	250,000
Tao Road South of Highway 18 Extension	100,000	-	-	-	-	-	-	100,000
Town Wide School one Analysis/LRSP	150,000	-	-	-	-	-	-	150,000
Thunderbird Bus Turnout	-	-	-	-	-	-	-	-
Wika Road West End SR18 Access Improvements (Phase 1)	-	100,000	-	-	-	-	-	100,000
Wika Road West End SR18 Access Improvements (Phase 2)	-	-	-	500,000	-	-	-	500,000
Yucca Loma Bridge	200,000	-	-	-	-	-	-	200,000
Yucca Loma Road Widening (Apple Valley Rd to Rincon Rd)	-	-	-	2,000,000	3,000,000	-	-	5,000,000
Road Total	10,933,595	32,535,003	21,581,003	7,650,003	18,750,003	5,090,003	2,390,003	98,929,613

**Town of Apple Valley
Capital Improvement Plan
7 Year Plan 2020-2027**

Projects	20/21	21/22	22/23	23/24	24/25	25/26	26/27	Totals
Wastewater								
Jess Ranch Lift Station and Sewer Modifications	150,000	200,000	1,000,000	-	-	-	-	1,350,000
Issil Lift Station Modification	100,000	100,000	250,000	-	-	-	-	450,000
Nanticoke Pressure Main Conversion	100,000	100,000	250,000	-	-	-	-	450,000
Replace Cleanouts with Manholes, Jess Ranch Community	150,000	-	-	-	-	-	-	150,000
Sewer Main Extension/Housing Element	250,000	250,000	-	-	-	-	-	500,000
Sewer Main/Manhole Replacement, Various Locations	100,000	-	-	-	-	-	-	100,000
Sewer Manhole Cover Replacement, Assess. Dist. 2A (Year 3 of 7)	100,000	100,000	100,000	100,000	100,000	-	-	500,000
Sewer Manhole Rehabilitation, Various Locations	100,000	-	-	-	-	-	-	100,000
Wastewater Total	1,050,000	750,000	1,600,000	100,000	100,000	-	-	3,600,000

Grounds Maintenance								
James Woody Parking Lot Paving	50,000	-	-	-	-	-	-	50,000
Grounds Maintenance Total	50,000	-	-	-	-	-	-	50,000

Total Capital Improvements Projects	12,033,595	33,285,003	23,181,003	7,750,003	18,850,003	5,090,003	2,390,003	102,579,613
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**Town of Apple Valley
Capital Improvement Project
FY 2020-2021**

High Desert Corridor

Project #: 9390

Project Cost: \$2,500 per year

Previous Cost: \$ -

Department: Engineering

Location: High Desert Corridor

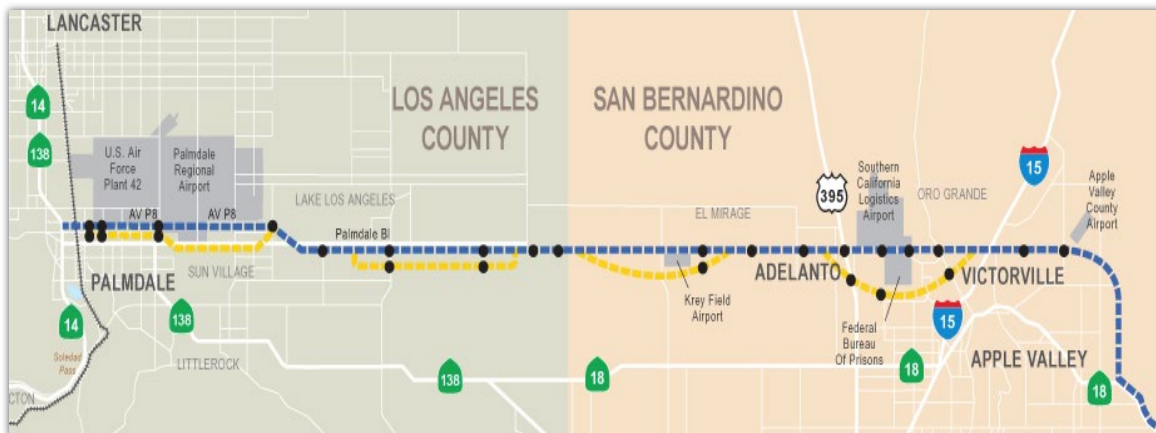
Description:

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, SBCTA, San Bernardino County, Los Angeles County, and with Los Angeles Metro to move this project forward with construction of Phase One.

Description of Expenditures	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Architect Fees						-
Construction						-
Engineering Fees	2,500	2,500	2,500	2,500	2,500	12,500
Equipment						-
Inspection						-
Land Acquisition						-
Other Costs						-
Total	2,500	2,500	2,500	2,500	2,500	12,500

Funding Sources	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Measure I Local	2,500	2,500	2,500	2,500	2,500	12,500
Total	2,500	2,500	2,500	2,500	2,500	12,500

Operating & Maintenance Budget Impact	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Operations						-
Maintenance						-
Capital Outlay						-
Total	-	-	-	-	-	-



**Town of Apple Valley
Capital Improvement Project
FY 2020-2021**

Johnson Road Widening

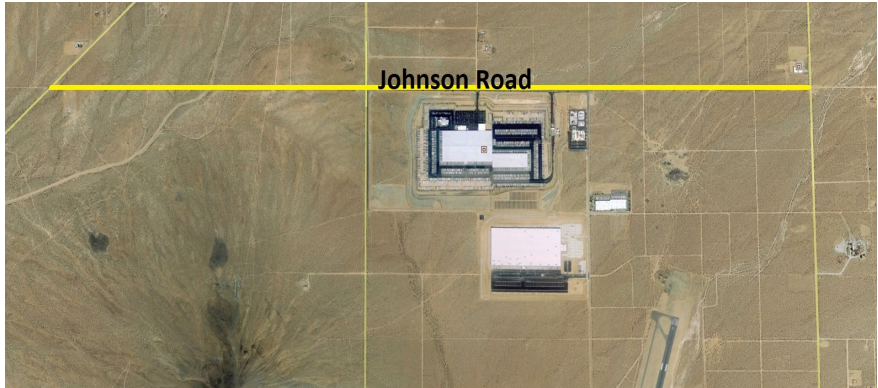
Project #: TBD

Project Cost: \$2,650,000.

Previous Cost: \$ -

Department: Engineering

Location: Johnson Road from Stoddard Wells Road to Navajo Road



Description: The project will design and reconstruct Johnson Road to accommodate higher truck volumes and re-engineer vertical curves.

Description of Expenditures	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Architect Fees						-
Construction						-
Engineering Fees					50,000	50,000
Equipment						-
Inspection						-
Land Acquisition						-
Other Costs						-
Total	-	-	-	-	50,000	50,000

Funding Sources	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Local Measure I					50,000	50,000
Total	-	-	-	-	50,000	50,000

Operating & Maintenance Budget Impact	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Operations						-
Maintenance						-
Capital Outlay						-
Total	-	-	-	-	-	-

**Town of Apple Valley
Capital Improvement Project
FY 2020-2021**

Rancherias Plaza Frontage Road Conversion

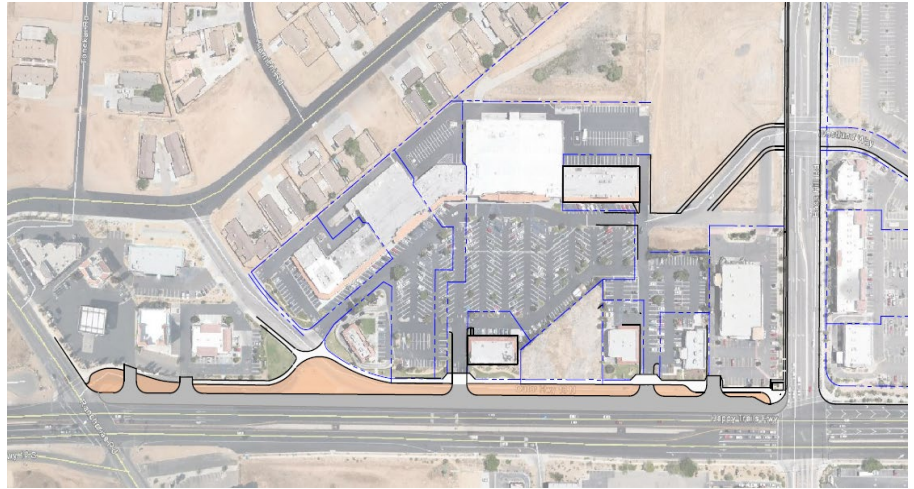
Project #: TBD

Project Cost: \$200,000

Previous Cost: \$ -

Department: Engineering

Location: Outer Highway 18 North from Rancherias Road to Bass Hill Road.



Description: The project will eliminate the outer highway between Rancherias Road and Bass Hill Road north of Highway 18. The first stage of the project will be a feasibility study to determine the best alternatives followed by full design.

Description of Expenditures	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Architect Fees						-
Construction						-
Engineering Fees					100,000	100,000
Equipment						-
Inspection						-
Land Acquisition						-
Other Costs						-
Total	-	-	-	-	100,000	100,000

Funding Sources	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Measure I					100,000	100,000
Total	-	-	-	-	100,000	100,000

Operating & Maintenance Budget Impact	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Operations						-
Maintenance						-
Capital Outlay						-
Total	-	-	-	-	-	-

**Town of Apple Valley
Capital Improvement Project
FY 2020-2021**

Yucca Loma Road Realignment

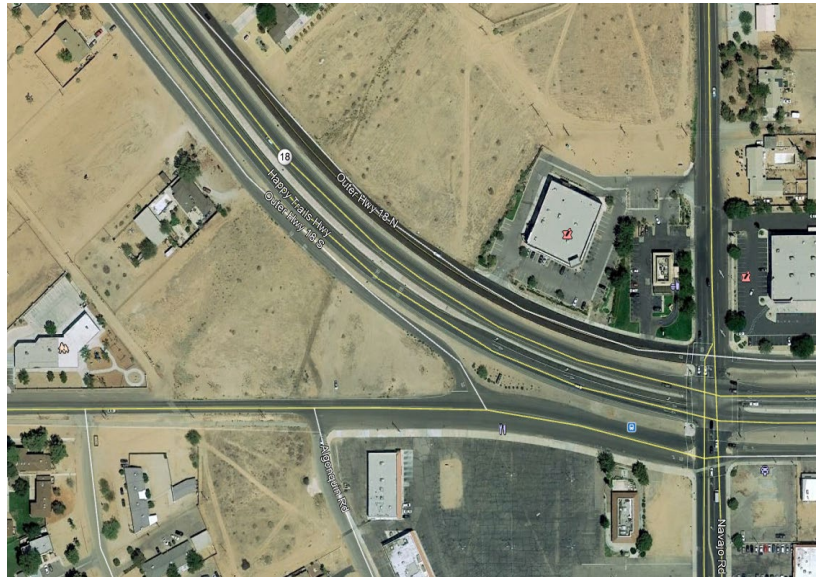
Project #: TBD

Project Cost: \$100,000

Previous Cost: \$ -

Department: Engineering

Location: Yucca Loma Road west of Navajo Road.



Description: As recommended in the SR18 Village Corridor Enhancement Plan, the project will realign Yucca Loma Road creating a new connection to Highway 18 and eliminating the existing connection at Navajo Road.

Description of Expenditures	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Architect Fees						-
Construction						-
Engineering Fees			100,000			100,000
Equipment						-
Inspection						-
Land Acquisition						-
Other Costs						-
Total	-	-	100,000	-	-	100,000

Funding Sources	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
To Be Determined			100,000			100,000
Total	-	-	100,000	-	-	100,000

Operating & Maintenance Budget Impact	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Operations						-
Maintenance						-
Capital Outlay						-
Total	-	-	-	-	-	-

**Town of Apple Valley
Capital Improvement Project
FY 2020-2021**

Apple Valley Village Accessibility Phase 2

Project #: 9500-0002

Project Cost: \$630,000

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

Department: Engineering

Location: Outer Highway 18 North from Navajo Road to Headquarters Drive



Description: Phase 2 of the Apple Valley Village Accessibility project will fill in sidewalk gaps and repair existing sidewalks and vehicular access points along Outer Highway 18 North from Navajo Road to Headquarters Drive improving pedestrian and ADA accessibility.

Description of Expenditures	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Architect Fees						-
Construction		400,000				400,000
Engineering Fees	150,000					150,000
Equipment						-
Inspection		80,000				80,000
Land Acquisition						-
Other Costs						-
Total	150,000	480,000	-	-	-	630,000

Funding Sources	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
LTF	75,000	240,000				315,000
PBID	75,000	240,000				315,000
Total	150,000	480,000	-	-	-	630,000

Operating & Maintenance Budget Impact	FY18-19	FY19-20	FY20-21	FY21-22	FY22-23	5 Year Total
Operations						-
Maintenance						-
Capital Outlay						-
Total	-	-	-	-	-	-

**Town of Apple Valley
Capital Improvement Project
FY 2020-2021**

Bear Valley Bridge Rehabilitation (Mojave River Bridge)

Project #: 9282

Project Cost: \$43,471,000

Previous Cost: \$1,800,000

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, utilities relocation, right-of-way certification, bridge rehabilitation and widening design plans.

Description of Expenditures	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Architect Fees						-
Construction		20,000,000	15,791,000			35,791,000
Engineering Fees	500,000	130,000				630,000
Equipment						-
Inspection		3,250,000	2,000,000			5,250,000
Land Acquisition						-
Other Costs						-
Total	500,000	23,380,000	17,791,000	-	-	41,671,000

Funding Sources	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Measure I Local	57,350	2,681,686	2,040,628			4,779,664
HBP	442,650	20,698,314	15,750,372			36,891,336
Total	500,000	23,380,000	17,791,000	-	-	41,671,000

Operating & Maintenance Budget	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Operations						-
Maintenance						-
Capital Outlay						-
Total	-	-	-	-	-	-

**Town of Apple Valley
Capital Improvement Project
FY 2020-2021**

Bear Valley Intersection Improvements

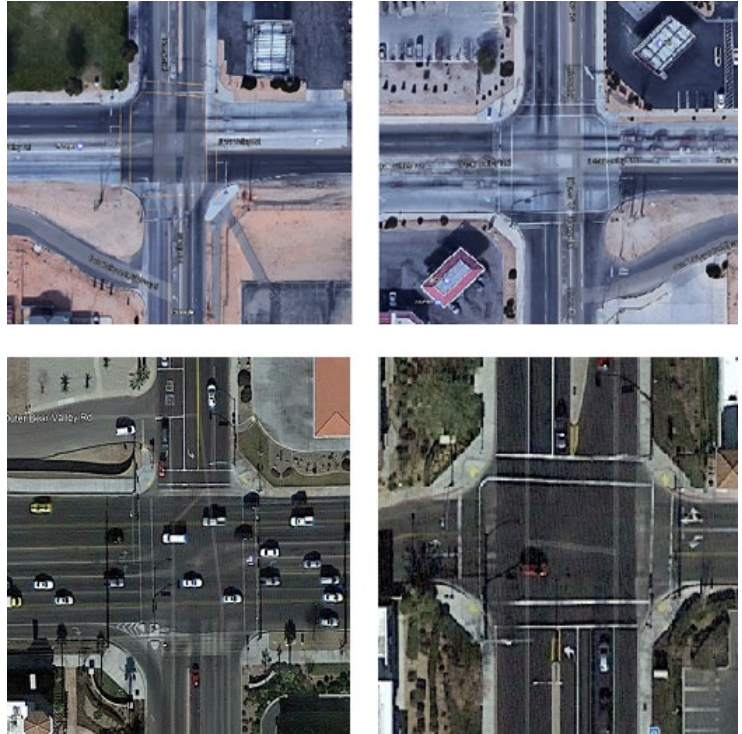
Project #: 9561

Project Cost: \$1,122,000

Previous Cost: \$120,000

Department: Engineering

Location: The intersections of Bear Valley Rd and Navajo Rd, Reata Rd, and Kiowa Rd.



Description:

Construct intersection improvements based on the results of Bear Valley Commercial Corridor Signal Study for each location.

Description of Expenditures	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Architect Fees						-
Construction	300,000	675,000				975,000
Engineering Fees	27,000					27,000
Equipment						-
Inspection						-
Land Acquisition						-
Other Costs						-
Total	327,000	675,000	-	-	-	1,002,000

Funding Sources	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Measure I Local	177,000	300,000				477,000
Traffic Impact Fees	150,000	375,000				525,000
Total	327,000	675,000	-	-	-	1,002,000

Operating & Maintenance Budget Impact	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Operations						-
Maintenance						-
Capital Outlay						-
Total	-	-	-	-	-	-

**Town of Apple Valley
Capital Improvement Project
FY 2020-2021**

Central Road from Highway 18 to Bear Valley Road

Project #: TBD

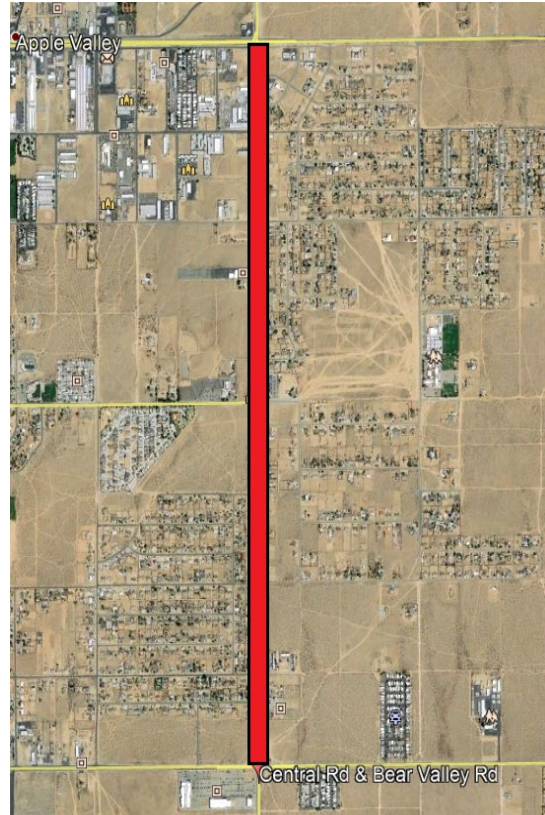
Project Cost: \$1,420,000

Previous Cost: \$ -

Department: Engineering

Location: Central Road from Bear Valley Road from Bear Valley Road to Highway 18

Description: This project will widen Central Road from Highway 18 to Bear Valley Road to the standard 44' width.



Description of Expenditures	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Architect Fees						-
Construction				660,000	660,000	1,320,000
Engineering Fees			100,000			100,000
Equipment						-
Inspection						-
Land Acquisition						-
Other Costs						-
Total	-	-	100,000	660,000	660,000	1,420,000

Funding Sources	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Measure I			100,000	660,000	660,000	1,420,000
Total	-	-	100,000	660,000	660,000	1,420,000

Operating & Maintenance Budget Impact	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Operations						-
Maintenance						-
Capital Outlay						-
Total	-	-	-	-	-	-

**Town of Apple Valley
Capital Improvement Project
FY 2020-2021**

Dale Evans Parkway @ Waalew Road Realignment

Project #: 9336-5000

Project Cost: \$1,145,000

Previous Cost: \$120,000

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: right-of-way acquisition and construction.

Description of Expenditures	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Architect Fees						-
Construction		990,000				990,000
Engineering Fees		10,000				10,000
Equipment						-
Inspection						-
Land Acquisition	25,000					25,000
Other Costs						-
Total	25,000	1,000,000	-	-	-	1,025,000

Funding Sources	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Measure I Local	25,000	1,000,000				1,025,000
Total	25,000	1,000,000	-	-	-	1,025,000

Operating & Maintenance Budget Impact	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Operations						-
Maintenance						-
Capital Outlay						-
Total	-	-	-	-	-	-

**Town of Apple Valley
Capital Improvement Project
FY 2020-2021**

Hwy 18 West End Widening (Phase 2, AVRd to Tao Rd)

Project #: TBD

Project Cost: \$12,100,000

Previous Cost: \$ -

Department: Engineering

Location: Hwy 18 between Apple Valley Road and Tao Road



Description:

The purpose of the project is to widen and improve Highway 18 between Apple Valley Road and Tao Road.

Description of Expenditures	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Architect Fees						-
Construction					11,000,000	11,000,000
Engineering Fees			600,000	500,000		1,100,000
Equipment						-
Inspection						-
Land Acquisition						-
Other Costs						-
Total	-	-	600,000	500,000	11,000,000	12,100,000

Funding Sources	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Measure I			600,000	500,000	11,000,000	12,100,000
Total	-	-	600,000	500,000	11,000,000	12,100,000

Operating & Maintenance Budget Impact	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Operations						-
Maintenance						-
Capital Outlay						-
Total	-	-	-	-	-	-

**Town of Apple Valley
Capital Improvement Project
FY 2020-2021**

Rio Vista Safe Routes to School

Project #: 9204

Project Cost: \$663,595

Previous Cost: \$77,100

Department: Engineering

Location: Havasu Rd from Yucca Loma Rd to Kasanka Trail; Cronese Lane from Havasu Rd to Cochise Rd.



Description: As identified in the Safe Routes to School Master Plan, the project will close sidewalk gaps that, in turn, will provide improved accessibility for students and residents adjacent to Rio Vista School of Applied Learning. Improvements include adding curb, gutters, sidewalks, ADA ramps, signage, striping, and high visibility crosswalks

Description of Expenditures	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Architect Fees						-
Construction	581,495					581,495
Engineering Fees	5,000					5,000
Equipment						-
Inspection						-
Land Acquisition						-
Other Costs						-
Total	586,495	-	-	-	-	586,495

Funding Sources	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Local Measure I	5,000					5,000
LTF	300,000					300,000
TDA Article 3	281,495					281,495
Total	586,495	-	-	-	-	586,495

Operating & Maintenance Budget Impact	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Operations						-
Maintenance						-
Capital Outlay						-
Total	-	-	-	-	-	-

**Town of Apple Valley
Capital Improvement Project
FY 2020-2021**

Standing Rock @ Hwy 18

Project #: 9564

Project Cost: \$3,350,000

Previous Cost: \$ -

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	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Architect Fees						-
Construction				1,250,000	1,250,000	2,500,000
Engineering Fees		150,000	350,000	350,000		850,000
Equipment						-
Inspection						-
Land Acquisition						-
Other Costs						-
Total	-	150,000	350,000	1,600,000	1,250,000	3,350,000

Funding Sources	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Measure I Local		150,000	350,000	1,600,000	1,250,000	3,350,000
Total	-	150,000	350,000	1,600,000	1,250,000	3,350,000

Operating & Maintenance Budget Impact	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Operations						-
Maintenance						-
Capital Outlay						-
Total	-	-	-	-	-	-

**Town of Apple Valley
Capital Improvement Project
FY 2020-2021**

Stoddard Wells Road Widening

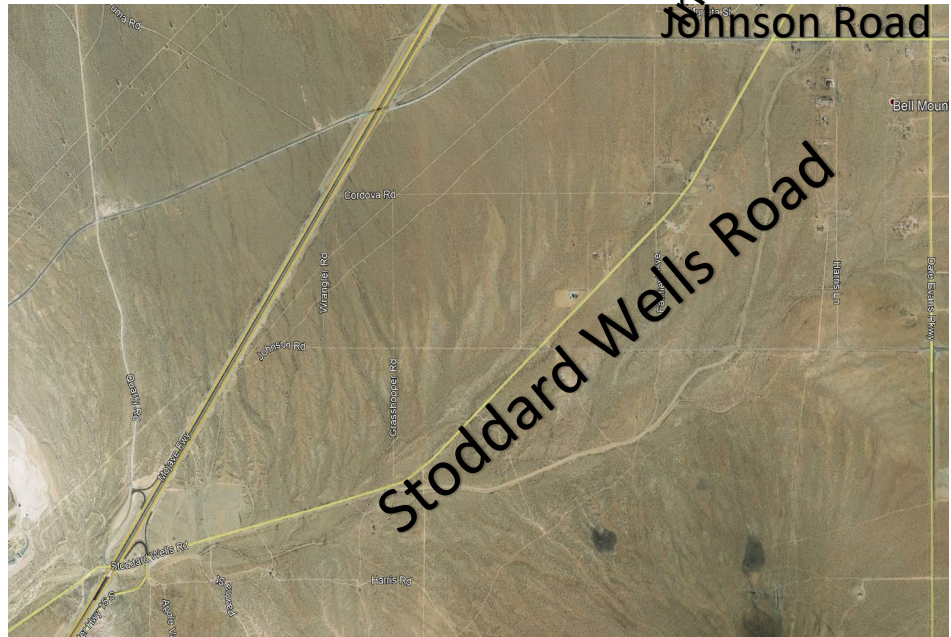
Project #: 9201

Project Cost: \$1,325,000.00

Previous Cost: \$ -

Department: Engineering

Location: Stoddard Wells Road from Interstate 15 to Johnson Road



Description: The project will design and widen Stoddard Wells Road between SR 18 and Johnson Road from 22' to 36'.

Description of Expenditures	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Architect Fees						-
Construction	1,250,000					1,250,000
Engineering Fees	75,000					75,000
Equipment						-
Inspection						-
Land Acquisition						-
Other Costs						-
Total	1,325,000	-	-	-	-	1,325,000

Funding Sources	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Local Measure I	1,325,000					1,325,000
Total	1,325,000	-	-	-	-	1,325,000

Operating & Maintenance Budget Impact	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Operations						-
Maintenance						-
Capital Outlay						-
Total	-	-	-	-	-	-

**Town of Apple Valley
Capital Improvement Project
FY 2020-2021**

Tao Road South of Highway 18 Extension

Project #: 9560-0000

Project Cost: \$402,543

Previous Cost: \$52,543

Department: Engineering

Location: Tao Road and Outer Highway 18 South



Description:

This project includes design and construction to connect Tao Road and realign Outer South Highway 18.

Description of Expenditures	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Architect Fees						-
Construction			250,000			250,000
Engineering Fees		75,000				75,000
Equipment						-
Inspection						-
Land Acquisition		25,000				25,000
Other Costs						-
Total	-	100,000	250,000	-	-	350,000

Funding Sources	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Measure I		100,000	250,000			350,000
Total	-	100,000	250,000	-	-	350,000

Operating & Maintenance Budget Impact	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Operations						-
Maintenance						-
Capital Outlay						-
Total	-	-	-	-	-	-

**Town of Apple Valley
Capital Improvement Project
FY 2020-2021**

Town Wide School Zone Analysis/LRSP

Project #: 9207

Project Cost: \$225,000

Previous Cost: \$ -

Department: Engineering

Location: Apple Valley High School,
Desert Knolls Elementary School,
Granite Hills High School, High Desert
Premier Academy, Mariana Academy,
Phoenix Academy, Sitting Bull
Academy, Sycamore Rocks Elementary
School, Vanguard Preparatory School,
Yucca Loma Elementary School,
Academy for Academic Excellence,
Apple Valley Christian Academy, Apple
Valley County Education Center, Apple
Valley County Early Education Center



Description: A registered traffic engineering firm will be retained to conduct a comprehensive analysis of existing school zones within the Town's jurisdictional boundaries and provide recommendations for implementation of traffic control devices.

Description of Expenditures	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Architect Fees						-
Construction	100,000					100,000
Engineering Fees	125,000					125,000
Equipment						-
Inspection						-
Land Acquisition						-
Other Costs						-
Total	225,000	-	-	-	-	225,000

Funding Sources	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Measure I	153,000					153,000
LRSP Grant	72,000					72,000
Total	225,000	-	-	-	-	225,000

Operating & Maintenance Budget Impact	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Operations						-
Maintenance						-
Capital Outlay						-
Total	-	-	-	-	-	-

**Town of Apple Valley
Capital Improvement Project
FY 2020-2021**

Wika Road West End @ SR 18 Access Improvements (Phase 1)

Project #: TBD

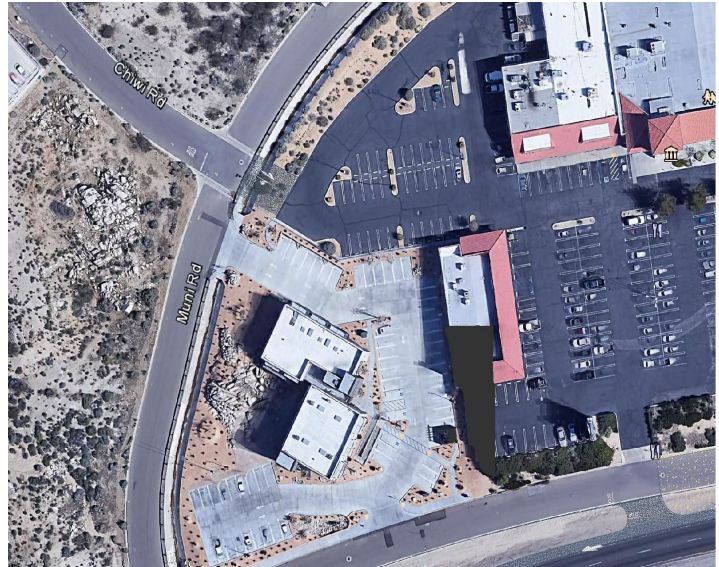
Project Cost: \$130,000

Previous Cost: \$ -

O&M Impact: \$ -

Department: Engineering

Location: Wika Road west of Apple Valley Road



Description: The Highway 18 West End Widening Project (Phase 1) will reduce access to the existing retail center by eliminating the Wika Road connector. The project will create a new access point aligned with Chiwi Road.

Description of Expenditures	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Architect Fees						-
Construction		100,000				100,000
Engineering Fees		30,000				30,000
Equipment						-
Inspection						-
Land Acquisition						-
Other Costs						-
Total		130,000	-	-	-	130,000

Funding Sources	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
TIF		130,000				130,000
Total		130,000	-	-	-	130,000

Operating & Maintenance Budget Impact	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Operations						-
Maintenance						-
Capital Outlay						-
Total		-	-	-	-	-

**Town of Apple Valley
Capital Improvement Project
FY 2020-2021**

Wika Road West End @ SR 18 Access Improvements (Phase 2)

Project #: TBD

Project Cost: \$670,000

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

Department: Engineering

Location: Wika Road west of Apple Valley Road



Description: In alignment with the Highway 18 West End Widening, the project will improve access to Wika Road from west bound Highway 18 and create a westbound access lane to the highway.

Description of Expenditures	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Architect Fees						-
Construction				500,000		500,000
Engineering Fees		170,000				170,000
Equipment						-
Inspection						-
Land Acquisition						-
Other Costs						-
Total	-	170,000	-	500,000	-	670,000

Funding Sources	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
TIF		170,000		500,000		670,000
Total	-	170,000	-	500,000	-	670,000

Operating & Maintenance Budget Impact	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Operations						-
Maintenance						-
Capital Outlay						-
Total	-	-	-	-	-	-

**Town of Apple Valley
Capital Improvement Project
FY 2020-2021**

Flood Hazard Mitigation Program

Project #: 9211

Project Cost: \$700,000

Previous Cost: \$ -

Department: Engineering

Location: Various Locaitons



Description: Engineering staff will work alongside Public Works to identify priority areas and install new infiltration chambers and construct drainage improvements to alleviate flooded roadways.

Description of Expenditures	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Architect Fees						-
Construction	400,000				300,000	700,000
Engineering Fees						-
Equipment						-
Inspection						-
Land Acquisition						-
Other Costs						-
Total	400,000	-	-	-	300,000	700,000

Funding Sources	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
DIF	400,000				300,000	700,000
Total	400,000	-	-	-	300,000	700,000

Operating & Maintenance Budget Impact	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Operations						-
Maintenance						-
Capital Outlay						-
Total	-	-	-	-	-	-

**Town of Apple Valley
Capital Improvement Project
FY 2020-2021**

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

Project #: 9410

Project Cost: \$10,670,000

Previous Cost: \$1,630,000

Department: Engineering

Location: Hwy 18 & Apple Valley Road



Description:

The Engineering Department is continuing to improve Apple Valley Road at Highway 18 with civil plans to re-align and re-contour the intersection, allowing the removal of the split-phase operation, and greatly improve traffic movement in all directions. Project will start construction Summer of 2020 and is expected to be completed by Winter of 2021.

Description of Expenditures	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Architect Fees						-
Construction	4,910,000	4,000,000				8,910,000
Engineering Fees	70,000	60,000				130,000
Equipment						-
Inspection						-
Land Acquisition						-
Other Costs						-
Total	4,980,000	4,060,000				9,040,000

Funding Sources	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Measure I Local	160,250	130,000				290,250
TIF	160,250	130,000				290,250
SB1 (State funds)	2,450,000	2,000,000				4,450,000
SBCTA (Measure I)	2,209,500	1,800,000				4,009,500
Total	4,980,000	4,060,000				9,040,000

Operating & Maintenance Budget Impact	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Operations						-
Maintenance						-
Capital Outlay						-
Total						-

**Town of Apple Valley
Capital Improvement Project
FY 2020-2021**

Navajo Road Drainage Improvements

Project #: 9209

Project Cost: \$300,000

Previous Cost: \$ -

Department: Engineering

Location: Navajo Road south of
Powhattan Road



Description: The purpose of the project is to direct storm water runoff from Navajo Road to James Woody Park.

Description of Expenditures	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Architect Fees						-
Construction	300,000					300,000
Engineering Fees						-
Equipment						-
Inspection						-
Land Acquisition						-
Other Costs						-
Total	300,000	-	-	-	-	300,000

Funding Sources	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
DIF	300,000					300,000
Total	300,000	-	-	-	-	300,000

Operating & Maintenance Budget Impact	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Operations						-
Maintenance						-
Capital Outlay						-
Total	-	-	-	-	-	-

**Town of Apple Valley
Capital Improvement Project
FY 2020-2021**

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

Project #: 9525

Project Cost: Annual Project

Previous Cost: \$ -

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	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Architect Fees						-
Construction	1,752,600	2,377,503	2,377,503	2,377,503	2,377,503	11,262,612
Engineering Fees						-
Equipment						-
Inspection	10,000	10,000	10,000	10,000	10,000	50,000
Land Acquisition						-
Other Costs						-
Total	1,762,600	2,387,503	2,387,503	2,387,503	2,387,503	11,312,612

Funding Sources	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Measure I Local	500,000	1,000,000	1,000,000	1,000,000	1,000,000	4,500,000
Senate Bill 1	1,262,600	1,387,503	1,387,503	1,387,503	1,387,503	6,812,612
Total	1,762,600	2,387,503	2,387,503	2,387,503	2,387,503	11,312,612

Operating & Maintenance Budget Impact	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Operations						-
Maintenance						-
Capital Outlay						-
Total	-	-	-	-	-	-

**Town of Apple Valley
Capital Improvement Project
FY 2020-2021**

Thunderbird Bus Turnout

Project #: 9206

Project Cost: \$150,000

Previous Cost: \$ -

Department: Engineering

Location: The intersections of Thunderbird Road and Wanaque Road



Description:

The project will construct a new VVTA standard bus turnout at the intersection of Thunderbird Road and Wanaque Road creating unobstructed ADA access to the Phoenix Academy, Thunderbird Park, and the Apple Valley Center for Innovation.

Description of Expenditures	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Architect Fees						-
Construction	150,000					150,000
Engineering Fees						-
Equipment						-
Inspection						-
Land Acquisition						-
Other Costs						-
Total	150,000	-	-	-	-	150,000

Funding Sources	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
LTF	96,103					96,103
TDA Article 3	53,897					53,897
Total	150,000	-	-	-	-	150,000

Operating & Maintenance Budget Impact	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Operations						-
Maintenance						-
Capital Outlay						-
Total	-	-	-	-	-	-

**Town of Apple Valley
Capital Improvement Project
FY 2020-2021**

Yucca Loma Bridge

Project #: 9588

Project Cost: \$42,926,340

Previous Cost: \$42,726,340

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 and open to traffic. Construction activities are ongoing through the restoration area maintenance for a total of five years.

Description of Expenditures	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Architect Fees						-
Construction	200,000					200,000
Engineering Fees						-
Equipment						-
Inspection						-
Land Acquisition						-
Other Costs						-
Total	200,000	-	-	-	-	200,000

Funding Sources	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
San Bernardino County	52,000					52,000
TIF	81,400					81,400
SBCTA (Measure I)	66,600					66,600
Total	200,000	-	-	-	-	200,000

Operating & Maintenance Budget Impact	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Operations						-
Maintenance						-
Capital Outlay						-
Total	-	-	-	-	-	-

**Town of Apple Valley
Capital Improvement Project
FY 2020-2021**

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

Project #: 9595

Project Cost: \$5,194,400

Previous Cost: \$194,900

Department: Engineering

Location: Yucca Loma Road

Description:

The construction element of this project will be to widen Yucca Loma Road from Apple Valley Road to Rincon Road and add bicycle lanes, sidewalk, and an equestrian trail.

Description of Expenditures	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Architect Fees						-
Construction				1,990,000	2,990,000	4,980,000
Engineering Fees				5,000	5,000	10,000
Equipment						-
Inspection				5,000	5,000	10,000
Land Acquisition						-
Other Costs						-
Total	-	-	-	2,000,000	3,000,000	5,000,000

Funding Sources	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Measure I				2,000,000	3,000,000	5,000,000
Total	-	-	-	2,000,000	3,000,000	5,000,000

Operating & Maintenance Budget Impact	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Operations						-
Maintenance						-
Capital Outlay						-
Total	-	-	-	-	-	-



**Town of Apple Valley
Capital Improvement Project
FY 2020-2021**

Jess Ranch Lift Station and Sewer Modifications

Project #: TBD

Project Cost: \$1,350,000

Previous Cost: \$ -

Department: Public Works - Wastewater

Location: Various locations within the Jess Ranch Community



Description:

The project will design and construct sewer capacity improvements that will service the Jess Ranch Community as well as the Jess Ranch Marketplace. The first phase of the project will be a feasibility study followed by full design and construction.

Description of Expenditures	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Architect Fees						-
Construction			1,000,000			1,000,000
Engineering Fees	150,000	200,000				350,000
Equipment						-
Inspection						-
Land Acquisition						-
Other Costs						-
Total	150,000	200,000	1,000,000	-	-	1,350,000

Funding Sources	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
98-1 AD Bond	150,000	200,000	1,000,000			1,350,000
Total	150,000	200,000	1,000,000	-	-	1,350,000

Operating & Maintenance Budget Impact	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Operations						-
Maintenance						-
Capital Outlay						-
Total	-	-	-	-	-	-

**Town of Apple Valley
Capital Improvement Project
FY 2020-2021**

Kissil Lift Station Modification

Project #: TBD

Project Cost: \$450,000

Previous Cost: \$ -

Department: Public Works - Wastewater

Location: Hurons Ave west of Central Road



Description:

The project will redirect wastewater from the existing lift station and connect to a downstream gravity flow line. The first phase of the project will be a feasibility study to determine the best alternative.

Description of Expenditures	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Architect Fees						-
Construction						-
Engineering Fees	100,000	100,000	250,000			450,000
Equipment						-
Inspection						-
Land Acquisition						-
Other Costs						-
Total	100,000	100,000	250,000	-	-	450,000

Funding Sources	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Wastewater Fund	100,000	100,000	250,000			450,000
Total	100,000	100,000	250,000	-	-	450,000

Operating & Maintenance Budget Impact	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Operations						-
Maintenance						-
Capital Outlay						-
Total	-	-	-	-	-	-

**Town of Apple Valley
Capital Improvement Project
FY 2020-2021**

Nanticoke Pressure Main Conversion

Project #: TBD

Project Cost: \$450,000

Previous Cost: \$ -

Department: Public Works - Wastewater

Location: Nanticoke Rd and Standing Rock Ave.



Description:

The project will study the feasibility of converting the abandoned Nanticoke Pressure Main line into a gravity sewer main line that will flow back into the Nanticoke trunk line.

Description of Expenditures	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Architect Fees						-
Construction						-
Engineering Fees	100,000	100,000	250,000			450,000
Equipment						-
Inspection						-
Land Acquisition						-
Other Costs						-
Total	100,000	100,000	250,000	-	-	450,000

Funding Sources	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Wastewater Fund	100,000	100,000	250,000			450,000
Total	100,000	100,000	250,000	-	-	450,000

Operating & Maintenance Budget Impact	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Operations						-
Maintenance						-
Capital Outlay						-
Total	-	-	-	-	-	-

**Town of Apple Valley
Capital Improvement Project
FY 2020-2021**

Replace Cleanouts with Manholes, Jess Ranch Community

Project #: TBD

Project Cost: \$150,000

Previous Cost: \$ -

Department: Public Works - Wastewater

Location: Jess Ranch Community



Description:

This project will replace cleanouts with manholes in the northwest section of the Jess Ranch Community. This area currently has sewer cleanouts and Wastewater staff is unable to access the sewer to perform cleaning.

Description of Expenditures	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Architect Fees						-
Construction	150,000					150,000
Engineering Fees						-
Equipment						-
Inspection						-
Land Acquisition						-
Other Costs						-
Total	150,000	-	-	-	-	150,000

Funding Sources	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Wastewater Fund	150,000					150,000
Total	150,000	-	-	-	-	150,000

Operating & Maintenance Budget Impact	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Operations						-
Maintenance						-
Capital Outlay						-
Total	-	-	-	-	-	-

**Town of Apple Valley
Capital Improvement Project
FY 2020-2021**

Sewer Main Extensions/Housing Element

Project #: TBD

Project Cost: \$500,000

Previous Cost: \$ -

Department: Communtiy Development
and Wastewater

Location: Various Locations

Description:

Sewer main extensions in various locations within the Town limits. The project shall include design and construction.

Description of Expenditures	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Architect Fees						-
Construction		250,000				250,000
Engineering Fees	250,000					250,000
Equipment						-
Inspection						-
Land Acquisition						-
Other Costs						-
Total	250,000	250,000	-	-	-	500,000

Funding Sources	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Wastewater Fund	250,000	250,000				500,000
Total	250,000	250,000	-	-	-	500,000

Operating & Maintenance Budget Impact	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Operations						-
Maintenance						-
Capital Outlay						-
Total	-	-	-	-	-	-

**Town of Apple Valley
Capital Improvement Project
FY 2020-2021**

Sewer Main/Manhole Replacement, Various Locations

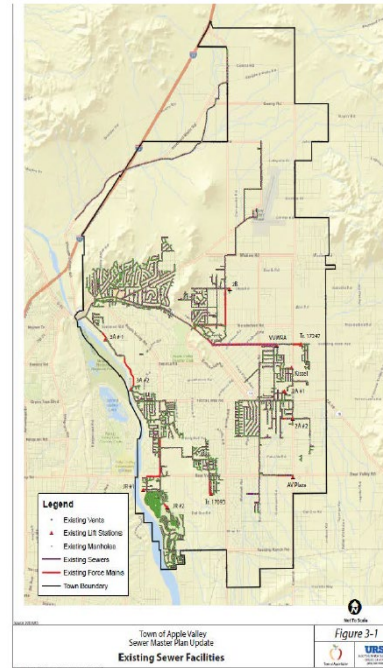
Project #: TBD

Project Cost: \$100,000

Previous Cost: \$ -

Department: Public Works - Wastewater

Location: Various Locations



Description:

The Sewer Main and/or Manhole Replacement Project will provide the repairs needed to sewer lines and/or manholes 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. The budgeted amount will be used for design or construction.

Description of Expenditures	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Architect Fees						-
Construction	100,000					100,000
Engineering Fees						-
Equipment						-
Inspection						-
Land Acquisition						-
Other Costs						-
Total	100,000	-	-	-	-	100,000

Funding Sources	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Wastewater Fund	100,000					100,000
Total	100,000	-	-	-	-	100,000

Operating & Maintenance Budget Impact	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Operations						-
Maintenance						-
Capital Outlay						-
Total	-	-	-	-	-	-

**Town of Apple Valley
Capital Improvement Project
FY 2020-2021**

Sewer Manhole Cover Replacement, Assessment District No. 2-A

Project #: TBD

Project Cost: \$700,000 (\$100,000 per year)

Previous Cost: \$200,000

Department: Public Works - Wastewater

Location: Sewer Assessment Dist. No. 2-A



Description:

The Manhole Cover Replacement Project will provide new manhole covers to the 2-A Sewer Assessment District. The current manholes located within this area are outdated and extremely heavy. The current covers put unnecessary risk of staff getting injured trying to open the manholes in this area. FY 20-21 will be year #3 of a 7-year program.

Description of Expenditures	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Architect Fees						-
Construction	100,000	100,000	100,000	100,000	100,000	500,000
Engineering Fees						-
Equipment						-
Inspection						-
Land Acquisition						-
Other Costs						-
Total	100,000	100,000	100,000	100,000	100,000	500,000

Funding Sources	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Wastewater Fund	100,000	100,000	100,000	100,000	100,000	500,000
Total	100,000	100,000	100,000	100,000	100,000	500,000

Operating & Maintenance Budget Impact	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Operations						-
Maintenance						-
Capital Outlay						-
Total	-	-	-	-	-	-

**Town of Apple Valley
Capital Improvement Project
FY 2020-2021**

Sewer Manhole Rehabilitation, Various Locations

Project #: TBD

Project Cost: \$100,000

Previous Cost: \$ -

Department: Public Works - Wastewater

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.

Description of Expenditures	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Architect Fees						-
Construction	100,000					100,000
Engineering Fees						-
Equipment						-
Inspection						-
Land Acquisition						-
Other Costs						-
Total	100,000	-	-	-	-	100,000

Funding Sources	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Wastewater Fund	100,000					100,000
Total	100,000	-	-	-	-	100,000

Operating & Maintenance Budget Impact	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Operations						-
Maintenance						-
Capital Outlay						-
Total	-	-	-	-	-	-

**Town of Apple Valley
Capital Improvement Project
FY 2020-2021**

James Woody Parking Lot Paving

Project #: TBD

Project Cost: \$50,000

Previous Cost: \$ -

Department: Public Works - Grounds Maint.

Location: 13467 Navajo Road



Description:

This project will re-seal the parking lots at James Woody Park. This will include the front parking lot and pathway (96,925 square feet) and the back parking lot (65,900 square foot).

Description of Expenditures	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Architect Fees						-
Construction	50,000					50,000
Engineering Fees						-
Equipment						-
Inspection						-
Land Acquisition						-
Other Costs						-
Total	50,000	-	-	-	-	50,000

Funding Sources	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Grounds Operations Fund	50,000					50,000
Total	50,000	-	-	-	-	50,000

Operating & Maintenance Budget Impact	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	5 Year Total
Operations						-
Maintenance						-
Capital Outlay						-
Total	-	-	-	-	-	-

PBID

TOTAL APPROPRIATIONS - \$530,000

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

PBID 8110-4210							
Code	Revenue Classification	Actual Revenue 2017-18	Actual Revenue 2018-19	Amended Budget 2019-20	Estimated Revenue 2019-20	% of Budget Received	Adopted Budget 2020-21
	BEGINNING FUND BALANCE	527,494	535,064	482,692	482,692		243,942
4138	Assessment Revenue	214,588	220,055	207,000	207,000	100%	215,000
4181	Refunds, Reimb, Rebates	-	226,946	-	-	0%	-
4255	Interest	5,044	4,521	4,000	2,500	63%	5,000
	Total Revenues	219,632	451,521	211,000	209,500	99%	220,000
Code	Expenditure Classification	Actual Expense 2017-18	Actual Expense 2018-19	Amended Budget 2019-20	Estimated Expense 2019-20	% of Budget Expended	Adopted Budget 2020-21
7760	Hwy 18 Median Landscape Maintenance	40,865	19,002	35,000	25,000	71%	35,000
7935	Hwy 18 Median Landscape Maint. Reserve	-	-	140,000	-	0%	175,000
8940	Contract Svcss: (Adv.to PBID Assoc) O&M	142,422	194,661	230,000	378,250	164%	200,000
8948	County Sheriff: Security Services	28,775	52,213	45,000	45,000	100%	45,000
9416	Hwy 18 Median Landscape Project	-	11,071	-	-	0%	-
9500	Apple Valley Village Accessibility	-	226,946	-	-	0%	75,000
	Total Expenditures	212,062	503,893	450,000	448,250	100%	530,000
	ENDING FUND BALANCE	535,064	482,692	243,692	243,942	100%	(66,058)



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Town of Apple Valley

VVEDA REDEVELOPMENT OBLIGATION RETIREMENT FUND

TOTAL BUDGET - \$810,162

VVEDA REDEVELOPMENT OBLIGATION RETIREMENT FUND 2725-4710							
Code	Revenue Classification	Actual Revenue 2017-18	Actual Revenue 2018-19	Amended Budget 2019-20	Estimated Revenue 2019-20	% of Budget Received	Adopted Budget 2020-21
	BEGINNING FUND BALANCE	1,753,196	1,918,795	1,810,771	1,810,771		1,834,311
4131	Pass Thru - PA#1	1,071,250	1,073,432	1,074,314	1,074,314	0.0%	1,058,160
4255	Interest Earnings	16,331	28,509	-	14,000	0.0%	11,000
	Total Revenues	1,087,581	1,101,942	1,074,314	1,088,314	-	1,069,160
Code	Expenditure Classification	Actual Expense 2017-18	Actual Expense 2018-19	Amended Budget 2019-20	Estimated Expense 2019-20	% of Budget Expended	Adopted Budget 2020-21
	Personnel Services						
7010	Salaries & Wages	3,445	-	-	-	0.0%	-
7110	Cafeteria Benefits	351	-	-	-	0.0%	-
7120	Deferred Comp	103	-	-	-	0.0%	-
7140	RHS	17	-	-	-	0.0%	-
7150	Medicare	49	-	-	-	0.0%	-
7160	PERS	948	-	-	-	0.0%	-
	Total Personnel	4,913	-	-	-	-	-
	Operations & Maintenance						
8940	Contract Services	5,800	6,358	15,800	6,258	39.6%	7,000
9999-2730	Transfer Out - 2730	-	145,976	-	-	0.0%	-
	Total Operations & Maint	5,800	152,333	15,800	6,258		7,000
	Debt Service						
9840	Principal	420,000	440,000	460,000	460,000	100.0%	225,000
9860	Interest	491,269	617,633	598,516	598,516	100.0%	578,162
	Total Debt Service	911,269	1,057,633	1,058,516	1,058,516		803,162
	Total Expenditures	921,982	1,209,966	1,074,316	1,064,774		810,162
	ENDING FUND BALANCE	1,918,795	1,810,771	1,810,769	1,834,311		2,093,309
Personnel Schedule		Actual 2017-18	Actual 2018-19	Actual 2019-20	Adopted 2020-21		
	Full Time:						
	Economic Development Manager	0.50	0.00	0.00	0.00		
	Total FTE's:	0.50	0.00	0.00	0.00		

REDEVELOPMENT OBLIGATION RETIREMENT FUND

TOTAL BUDGET - \$ 2,528,955

REDEVELOPMENT OBLIGATION RETIREMENT FUND PA #2 2730-4710							
Code	Revenue Classification	Actual Revenue 2017-18	Actual Revenue 2018-19	Amended Budget 2019-20	Estimated Revenue 2019-20	% of Budget Received	Adopted Budget 2020-21
	BEGINNING FUND BALANCE	878,276	680,765	(265,726)	(265,726)		(178,998)
4065	Increment PA #2	2,615,650	2,305,230	2,601,750	2,601,750	100.0%	3,938,880
4181	Refunds, Reimb, Rebates	-	21,815	-	-	0.0%	-
4255	Interest Earnings	-	16,005	-	8,500	0.0%	8,500
6999-2725	Transfer In - 2725	-	145,976	-	-	0.0%	-
	Total Revenues	2,615,650	2,489,026	2,601,750	2,610,250		3,947,380
Code	Expenditure Classification	Actual Expense 2017-18	Actual Expense 2018-19	Amended Budget 2019-20	Estimated Expense 2019-20	% of Budget Expended	Adopted Budget 2020-21
	Personnel Services						
7010	Salaries & Wages	188,827	163,146	154,929	65,000	42.0%	63,463
7110	Cafeteria Benefits	14,410	13,702	13,121	4,250	32.4%	4,442
7120	Deferred Comp	6,660	37	-	-	0.0%	-
7140	RHS	833	743	775	3,000	387.1%	328
7150	Medicare	2,732	2,311	2,274	976	42.9%	951
7160	PERS	45,336	40,194	38,166	16,500	43.2%	18,364
7165	Auto Allowance	1,854	1,809	1,883	1,900	100.9%	1,847
7166	Phone Allowance	39	118	120	124	103.3%	240
	Total Personnel	260,690	222,061	211,268	91,750		89,635
	Operations & Maintenance						
7259	Miscellaneous	-	6	-	22	0.0%	25
8940	Contract Services	4,508	21,974	2,650	45,000	1698.1%	57,795
9999-2720	Transfer Out - 2720	-	805,010	-	-	0.0%	-
	Total Operations & Maint	4,508	826,989	2,650	45,022		57,820
	Debt Service & Capital Projects						
9840	Principal	920,000	960,000	1,005,000	1,005,000	100.0%	1,050,000
9860	Interest	1,627,963	1,424,950	1,381,750	1,381,750	100.0%	1,331,500
9590	Yucca Loma Road Undergroundi	-	1,517	-	-	0.0%	-
	Total Debt Service & Capital Proj	2,547,963	2,386,467	2,386,750	2,386,750		2,381,500
	Total Expenditures	2,813,161	3,435,517	2,600,668	2,523,522		2,528,955
	ENDING FUND BALANCE	680,765	(265,726)	(264,644)	(178,998)		1,239,427

Code	Expenditure Classification	Actual Expense 2017-18	Actual Expense 2018-19	Amended Budget 2019-20	Estimated Expense 2019-20	% of Budget Expended	Adopted Budget 2020-21
Personnel Schedule			<u>Actual 2017-18</u>	<u>Actual 2018-19</u>	<u>Actual 2019-20</u>		<u>Adopted 2020-21</u>
Full Time:							
	Town Manager		0.06	0.10	0.10		0.10
	Assistant Town Manager		0.10	0.00	0.00		0.00
	Assistant Director of Economic Dev & Housing		0.50	0.70	0.00		0.00
	Director of Finance		0.12	0.12	0.12		0.12
	Town Clerk/Director of Gov Serv.		0.04	0.05	0.05		0.05
	Finance Manager		0.02	0.00	0.00		0.00
	Finance Analyst		0.08	0.06	0.06		0.06
	Administrative Analyst II		0.02	0.06	0.00		0.00
	Administrative Analyst I		0.00	0.05	0.00		0.00
	Accountant II		0.00	0.09	0.00		0.00
	Accountant I		0.08	0.00	0.08		0.08
	Executive Secretary		0.02	0.75	0.00		0.00
Total FTE's:			1.04	1.98	0.41		0.41

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Town of Apple Valley

THE TOWN OF APPLE VALLEY

ASSESSED VALUE OF TAXABLE PROPERTY

2010/11 - 2019/20 Taxable Property Values

Category	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20
Residential	3,287,296,617	3,266,196,822	3,260,215,571	3,402,497,481	3,663,250,402	3,926,314,702	4,152,888,405	4,386,853,812	4,670,340,484	4,918,431,900
Commercial	465,526,817	489,774,955	501,275,068	497,709,903	489,745,796	498,277,093	525,770,127	555,797,147	580,196,053	593,597,645
Industrial	111,617,208	105,788,103	103,795,831	104,897,941	102,938,558	107,174,307	113,999,673	124,195,778	127,831,854	130,782,537
Dry Farm	1,237,521	1,246,840	1,271,778	1,297,214	1,303,103	1,329,139	1,349,409	1,376,397	607,447	619,596
Govt. Owned	34,822									
Institutional	3,714,718	1,755,061	2,475,520	1,731,820	3,462,660	1,794,411	2,092,806	2,240,083	2,885,474	2,959,498
Irrigated	2,194,833	1,923,904	1,962,382	2,001,540	1,738,601	1,773,338	1,817,984	1,854,209	1,889,050	1,926,832
Miscellaneous	45,102,412	47,151,069	46,304,406	48,570,780	56,830,915	60,028,491	64,988,979	69,049,193	74,643,543	81,480,900
Recreational	29,961,539	29,785,349	27,328,563	20,355,713	19,312,215	19,686,321	17,310,394	17,556,561	17,763,556	18,101,325
Vacant	430,839,207	411,335,510	387,455,911	378,715,488	368,381,804	360,835,990	352,695,383	364,106,504	378,606,032	387,304,997
SBE Nonunitary	103,000	103,000	103,000	103,000	78,500	78,500	78,500	78,500	78,500	211,687
Unsecured	173,885,410	164,165,317	158,196,900	144,579,258	135,086,868	133,605,042	131,382,101	123,138,318	122,084,907	171,794,601
Exempt	[0]	[0]	[0]	[0]	[0]	[0]	[0]	[0]	[0]	[0]
TOTALS	4,551,514,104	4,519,225,930	4,490,384,930	4,602,460,138	4,842,129,422	5,110,897,334	5,364,373,761	5,646,246,502	5,976,926,900	6,307,211,518
Total Direct Rate	0.15174	0.15036	0.15082	0.09426	0.09426	0.09426	0.09425	0.09425	0.09425	0.09425

Notes:

Exempt values are not included in Total.

In 1978 the voters of the State of California passed Proposition 13 which limited taxes to a total maximum rate of 1%, based upon the assessed value of the property being taxed. Each year, the assessed value of property may be increased by an "inflation factor" (limited to a maximum of 2%). With few exceptions, property is only reassessed as a result of new construction activity or at the time it is sold to a new owner. At that point, the property is reassessed based upon the added value of the construction or at the purchase price (market value) or economic value of the property sold. The assessed valuation data shown above represents the only data currently available with respect to the actual market value of taxable property and is subject to the limitations described above.

Data Source: San Bernardino County Assessor 2010/11 - 2019/20 Combined Tax Rolls

This report is not to be used in support of debt issuance or continuing disclosure statements without the written consent of HdL, Coren & Cone

Prepared On 8/5/2020 By MV

TOWN OF APPLE VALLEY, CALIFORNIA

DEMOGRAPHICS FISCAL YEAR 2019-2020

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	74,394
Average Household Income	\$24,682
Average Household Size	
Number of Full-Time Employees	

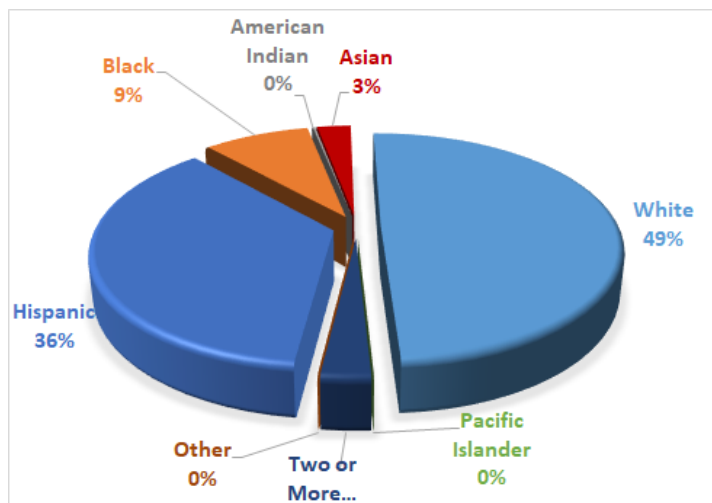
Fire Protection

Number of Fire Stations	7
Number of Firefighter Personnel	48
Fire Insurance Rating	ISO Class 4

Police Protection

Number of Sworn Sheriff Officers	37
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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

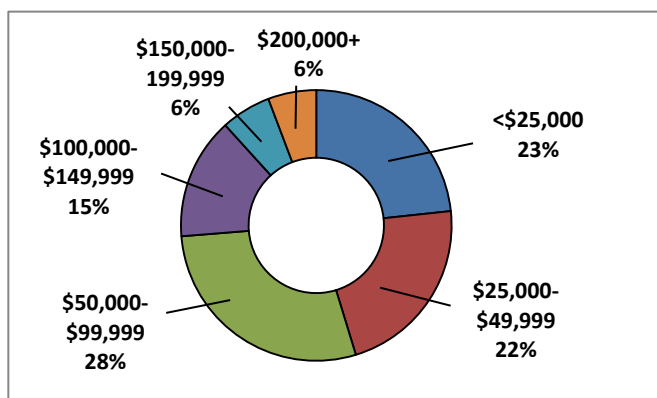
Outdoor Recreation Facilities

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	423.71 lane miles
Miles of Sewers	145
Sanitation Pumping Stations	9

Households by Income



2019 Top 5 Employers

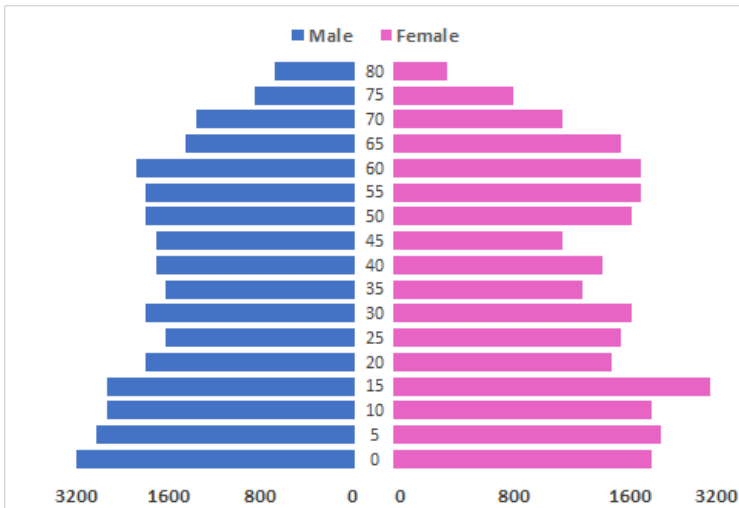
Apple Valley School District	1,574
St. Mary Medical Center	1,501
Walmart Distribution Center	1,201
Target Stores	349
Walmart	250

TOWN OF APPLE VALLEY, CALIFORNIA

DEMOGRAPHICS

FISCAL YEAR 2019-2020

Population by Age



2019 Educational Attainment of Population over 25 Years of Age

Years of School Completed	Total	Percentage
Less than High School	6,685	(14.33%)
High School	14,174	(30.39%)
Some College	13,074	(28.03%)
Associate's Degree	4,788	(10.27%)
Bachelor's Degree	4,872	(10.45%)
Graduate Degree or Higher	3,045	(6.53%)

Sources: June 2020 Southern California Association of Governments Profile of the Town of Apple Valley based on 2019 data;
 2020 ESRI Demographic and Income Comparison Profile of the Town of Apple Valley based on 2019 data;
 Town of Apple Valley Comprehensive Annual Financial Report as of June 30, 2019; US Census 2018

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.

Debt Service Funds

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

OPERATING BUDGET:

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

General Fund

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

Special Revenue Funds

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

Debt Service Funds

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

FINANCIAL POLICIES

REVENUES:

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

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

ACCOUNTING:

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

INVESTMENTS:

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

DEBT:

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

GLOSSARY OF BUDGET TERMS

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

GLOSSARY OF BUDGET TERMS

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

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

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

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

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

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

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

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

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

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

DIVISION: An organizational subgroup of a department.

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

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

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

GLOSSARY OF BUDGET TERMS

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

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

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

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

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

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

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

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

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

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

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

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

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

GLOSSARY OF BUDGET TERMS

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

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

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

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

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

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

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

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

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

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

GLOSSARY OF BUDGET TERMS

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

GLOSSARY OF BUDGET TERMS

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

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

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

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

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

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

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

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

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

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

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

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

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

ACRONYMS

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

ACRONYMS

JPA.....	Joint Powers Authority
JUA.....	Joint Use Agreement
LOS.....	Level of Service
LTD.....	Long-term Disability
M&O.....	Maintenance & Operation
MOU.....	Memorandum of Understanding
NACSLB.....	National Advisory Council on State and Local Budgeting
NEC.....	National Electric Code
NPDES.....	National Pollutant Discharge Elimination System
NPI.....	National Purchasing Institute
OPEB.....	Other Post Employment Benefits
OS.....	Official Statement
OTS.....	Office of Traffic Safety
PC.....	Personal Computer, Penal Code
PEG.....	Public, Education, and Government
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

About the Cover

This past year, Apple Valley welcomed many new businesses, issued 114 Certificates of Occupancy, resurfaced 35 miles of road, replaced 175 road signs, cleaned 32 miles of sewer, swept 900 miles of curbing, and coordinated the adoption of hundreds of animals in its care. In the midst of the national pandemic, the Town welcomed a Starbucks to the newly developed Nico Plaza, engineered new Safe Routes to School projects for students and families, and earned its ninth consecutive first place award as the best place to live in the High Desert by readers of the local newspaper. The future looks bright as Virgin Trains USA has acquired property and will begin construction of a high-speed rail station in the newly annexed area of Apple Valley near Dale Evans Parkway that will connect Southern California to Las Vegas.

