

**TOWN OF  
APPLE VALLEY, CALIFORNIA**

**AGENDA MATTER**

**Subject Item:**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF APPLE VALLEY, CALIFORNIA, AMENDING RESOLUTION 2009-19 APPROVING A BUDGET APPROPRIATION AND ADOPTING THE BUDGET, INCLUDING THE OPERATING AND CAPITAL IMPROVEMENT BUDGET FOR FISCAL YEAR 2010-11**

**SUMMARY STATEMENT:**

On April 27, the Town Council reviewed the proposed budget for Fiscal Year 2010-11. The attached Resolution includes the modifications and adjustments as directed. After adoption of the budget a finalized document will be bound and available for distribution.

Sufficient revenues are available to provide services as outlined in the budget. The budget as presented is a worse case scenario. At the time of preparation of the budget, the Sheriff contract has not been finalized and operating costs and other operational concerns have not been finalized as well.

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

**Recommended Action:**

Adopt Resolution No. 2010-24, approving a budget appropriation and adopting the budget, including the Operating and Capital Improvement Budget for Fiscal Year 2010-11.

**Proposed by:** Kevin N. Smith, Interim Finance Director                      **Item Number** \_\_\_\_\_

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

**RESOLUTION NO. 2010-24**

**RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF APPLE VALLEY, CALIFORNIA AMENDING RESOLUTION 2009-19 APPROVING A BUDGET APPROPRIATION AND ADOPTING THE BUDGET, INCLUDING THE OPERATING AND CAPITAL IMPROVEMENT BUDGET FOR FISCAL YEAR 2010-11**

WHEREAS, the Town has been notified of funding for Capital Projects by the State and by San Bernardino Association of Governments, the following represents current funding levels and adjustments as necessary, and

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

WHEREAS, the Town Manager and Assistant Town Manager have heretofore submitted to the Town Council a proposed budget for the Town for Fiscal Year 2010-11, as the same may have been revised by the Town Council, a copy of which is attached, and copies of which are in the possession of and in the office of the Town Clerk and the Assistant Town Manager; 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 2010-11 is \$27,603,375 (Twenty Seven Million Six Hundred Three Thousand Three Hundred Seventy Five Dollars), and the total annual appropriations subject to such limitation for Fiscal Year 2010-11 is estimated to be \$13,305,000; and

WHEREAS, the Town Council has made such revisions to the proposed budget as appears to be desirable; and

WHEREAS, the proposed budget, as herein approved, will enable the Town Council to make adequate financial plans and will ensure that Town officers can administer their respective functions in accordance with such plans,

NOW THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF APPLE VALLEY AS FOLLOWS:

SECTION 1: That the appropriation-expenditure budgeting system is hereby adopted. The system consists of:

A. Present Personnel Policies and Procedures, including salary schedules and benefits, except as hereinafter changed by resolution or ordinance of the Town Council.

B. An appropriation-expenditure system which will show budgetary categories by department.

C. This system will apply to Operating and Capital Improvement Budget expenditures as intended for use in Fiscal Year 2010-11.

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

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

F. The Assistant Town Manager 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 2010-11, the amount of Total Operating and Capital Budget Appropriation shall be reduced, as determined by the Town Manager based on his assessment of total Town needs.

I. A monthly status report will be provided to the Town Council reflecting budget, year-to-date expenditures, and percentage used by each department and fund of the Town.

SECTION 2: The proposed budget for the Town of Apple Valley for the Fiscal Year 2010-11 is hereby approved and adopted, and the amounts of proposed expenditure as specified are appropriated for the budget programs and units as herein specified.

A. The 2010-11 Operating and Capital Improvement Budget programs are hereby adopted, establishing the following expenditure levels:

DEPARTMENT	2010-11 ADOPTED BUDGET
1. Town Council	\$ 118,161
2. Town Attorney	227,500
3. Town Manager	206,329
4. Finance	110,484
5. Town Clerk	185,662
6. Public Information	164,508

7. Administrative Services	184,440
8. Information Systems	162,356
9. General Government	251,875
10. Public Facilities	1,063,727
11. Public Safety/Police	10,431,950
12. Emergency Preparedness	88,800
13. Animal Control Services	1,507,425
14. Public Services/Administration	48,631
15. Code Enforcement	1,075,435
16. Building & Safety	230,750
17. Engineering Service	300,600
18. Planning Services	1,168,130
19. Street Maintenance Fund (Gas Tax)	1,617,500
20. Local Transportation Fund	572,306
21. Capital Improvement Projects Fund	12,138,800
22. Waste Management Fund	10,722,414
23. Wastewater Enterprise Fund	4,451,182
24. General Gov't Facilities	400,000
25. Debt Service Fund	1,697,453
26. Golf Course Fund	1,847,636
27. Parks & Recreation	3,673,628

TOTAL OPERATING & CAPITAL EXPENDITURES \$ 55,815,812

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

1. General Funds	\$ 17,243,600
2. Street Maintenance Funds (Gas Tax)	1,617,500
3. Transportation Funds	572,306
4. Capital Improvement Projects Funds	12,138,800
5. Waste Management Fund	10,722,414
6. Wastewater Enterprise Fund	4,451,182
7. General Gov't Facilities	400,000
8. Debt Service Fund	1,697,453
9. Golf Course Fund	1,275,883
10. Parks & Recreation	2,852,823

TOTAL OPERATING AND CAPITAL REVENUES \$ 52,971,961

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 8<sup>th</sup> day of June, 2010.

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Mayor

ATTEST:

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Town Clerk