

# Town of Apple Valley

*California*

## Adopted Budget

**Fiscal Year July 1, 2011 - June 30, 2012**



# ***Town of Apple Valley***

Fiscal Year 2011/12

## Adopted Budget

### Town Officials

#### Town Council

Scott Nassif  
*Mayor*

Barb Stanton  
*Mayor Pro-Tem*

Ginger Coleman  
*Councilwoman*



Rick Roelle  
*Councilman*

Curt Emick  
*Councilman*

#### Town Staff

Frank Robinson  
*Town Manager*

John Brown, *Town Attorney*

LaVonda Pearson, *CMC, Town Clerk*

Marc Puckett, *Finance Director*

Captain Bart Belknap, *Chief of Police*

Nikki Salas, *Human Resources Director*

Ken Henderson, *Assistant Town Manager*  
*Economic and Community Development/  
Executive Director Redevelopment Agency*

Dennis Cron, *Assistant Town Manager,  
Municipal Operations and Contract Services*

# TOWN MANAGER'S BUDGET MESSAGE



August 9, 2011

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

I am pleased to submit to you the adopted Fiscal Year 2011-12 Operating and Capital Improvement Budget. As adopted, excluding the new transfer to balance the funding of the Parks and Recreation system, this budget represents a balanced budget for the coming fiscal year that continues to provide a high level of service to the community without new or increased taxes. The Town's management team and staff have put together an operating and capital expenditure plan that addresses the Town Council's Vision 2020 priorities within the existing financial constraints to fulfill the service requirements of the people who live, work, and play in our community. The adopted budget demonstrates a sound financial plan for the next twelve months.

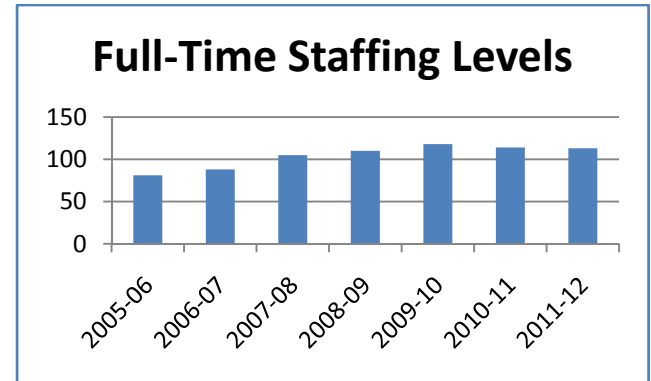
Given the high expectations of Apple Valley residents, businesses and the Town Council, development of the Fiscal Year 2011-12 adopted budget was particularly challenging. The gap between "expectations" and "fiscal reality" has gradually widened over the past several years. When coupled with one of the most significant and far reaching economic downturns since the "Great Depression," the task at hand has been difficult. However, from my professional experience in preparing Operating and Capital budgets for consideration by current and prior Town Councils, I would offer that adverse financial conditions often produce superior plans for managing the public financial resources. I believe this financial plan as adopted is both realistic and responsive.

The objectives used in developing the proposed budget were to submit a balanced budget to the Town Council; 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 well as new construction.

As a quick overview, here is the adopted budget as submitted for Fiscal Year 2011-12 for all funds:

ADOPTED BUDGET - ALL FUNDS				
Appropriations/ All Funds	Adopted	Adopted	Increase (Decrease)	
	FY 11-12	FY 10-11	Amount	Percent
Operating Budget	\$ 52,603,886	\$ 56,829,383	\$(4,225,497)	-7.44%
Transfers Out	23,534,946	27,993,889	(4,458,943)	-15.93%
Capital Budget	50,358,013	42,995,643	7,362,370	17.12%
Total	\$ 126,496,845	\$ 127,818,915	\$(1,322,070)	-1.03%

Management Staff were directed to maintain or reduce current staffing levels when submitting their budget proposals. Below is a graph that illustrates the staffing level for the last 7 years.



## SERVICES PROVIDED BY THE TOWN

The citizens of Apple Valley continue to enjoy an outstanding level of service provided by the Town paid for by local tax dollars: police; recreation programs for the youth, adults and seniors; parks maintenance; street maintenance; transportation; engineering; building safety; street sweeping; housing; planning and development; code enforcement; animal control; and general government. The General Fund is the major funding source for all services. Therefore, the budget discussion herein focuses primarily on the General Fund, as highlighted in the Financial Summaries section following the Budget Message.

This adopted budget represents a significant departure from the format of prior budget submissions to the Town Council. This year, at my direction, staff has embarked upon what will be a multi-year process to increase transparency and understandability of the budget document. You will notice that each departmental budget now includes a

departmental organization chart, summary descriptions for the department and major service programs, summaries of programmatic changes, current year highlights, goals and objectives for Fiscal Year 2011-12 and performance measures. Included in the current year highlights are detailed accomplishments listed under each departmental section of the budget document.

**GENERAL FUND ADOPTED BUDGET**

The total adopted General Fund budget is \$23.8 million, an increase of \$8 million over the adopted budget in FY 10-11. This increase is almost primarily resulting from a change in policy to present inter-departmental transfers separately as revenues and expenditures rather than as contra-expenditures within the departmental budgets as done in prior years. Also, as mentioned earlier, a transfer was adopted to the Parks and Recreation Fund to balance available FY 11-12 funding against the resource requirements of the Park system and Recreational programming. However, it should be noted that a deficit of approximately \$5.2 million remains in the Parks and Recreation Fund that will need to be addressed in the future.

Table 1 below is a summary of the total resources and requirements for the adopted FY 11-12 budget:

Table 1

<b>General Fund Summary</b>	
Estimated Revenues	\$ 17,745,050
Transfers In	5,441,395
Use of Fund Balance	<u>575,298</u>
Total Resources	\$ 23,761,743
Proposed Budget	<u>23,761,743</u>
Balance	<u>\$ -</u>

*\* Accounted for in the General Fund*

A thorough discussion of the details of the proposed budget initially submitted to Council was presented and discussed at four budget workshops.

The discussions at Council’s four budget workshops focused primarily on the proposed budget balancing strategies and the alternative budget balancing strategies presented for Council’s consideration in order to determine what adjustments, if any, were necessary to the proposed budget document as submitted. These adjustments are summarized

herein and the fund totals and departmental appropriations have been adjusted in the adopted budget.

Due to the budgetary pressures existing in the General Fund, Council acknowledged the need to bring back additional proposals in the near term to reduce spending further. Also, Council acknowledged the importance of performing a full review of the Town’s revenue structure and the need to consider new sources of funding to support existing service delivery and any new programs or services that may be contemplated in the future.

Additional discussions occurred with respect to the potential loss of Redevelopment Agency tax increment funding and its impact upon the General Fund.

As a result of discussions at the budget workshops, Council determined that the following budget balancing strategies and adjustments would be made to close the initial General Fund structural imbalance of \$831,000 in the proposed budget and provide for a \$220,000 reduction in the cost allocation transfer from the RDA Fund into the General Fund to help offset the potential loss of tax increment revenue:

- Transfer 1 Deputy position to a grant funded position. \$142,000
- Eliminate funding for IT Blade Server. \$100,000
- Reinstate Emergency Preparedness funding. \$(60,475)
- Reduce Vehicle License Fee estimated revenues. \$(110,366)
- Adjustment to Sheriff’s Contract. \$65,377
- Early Retirement Incentive (based on preliminary indications). \$140,000
- Temporary hiring freeze (Associate Planner & Records Tech). \$142,000
- Eliminate GIS Software funding. \$106,000
- Reduce Charles Abbott contract services. \$240,000
- Adoption of two-tier retirement formula - 1<sup>st</sup> year savings estimate: \$30,000.
- Reduce travel and educational reimbursements by 50%. \$38,500
- Reduce funding for State and Federal lobbyists by 50%. \$50,000
- Contract out Parks Maintenance. \$200,000

- Increase Parks & Recreation User Fees and Charges. \$20,000
- Various miscellaneous other adjustments to individual line items. \$42,000

The total of all adjustments made to the proposed budget as submitted to Council amounted to \$1,145,036.

Adjustments to the Parks & Recreation Fund adopted budget noted above will reduce the General Fund transfer to the fund by \$220,000. The cost allocation transfer from the RDA Funds to the General Fund is proposed to be reduced in a like amount. Further adjustments to the RDA and General Fund budgets may be necessary and will be made as more information regarding pending litigation affecting the RDA tax increment revenues becomes known.

### **FINANCIAL OUTLOOK**

As a result of the recent recession in the economy, most revenue sources are projected to remain flat, with only property tax and sales tax increasing marginally from the prior year projection. However, the cost of services provided to the community continues to rise. Additionally, as with consumers and businesses alike, the Town is facing higher fuel costs, utility costs, insurance premium costs and material costs. The combination of flat revenues and increasing costs of operation is cause for keeping a very close watch on budgetary performance over the course of the year.

While the passage of Proposition 1A has provided some fiscal stability to local agencies, the State's continuing budget dilemma has all Cities and Towns focused on the State's budget deliberations. Cities and Towns must remain vigilant to ensure that the State will not be accessing local revenues in the coming year. Any takeaways from the State will have a direct affect on the Town's budget and its ability to continue to provide the same level of service to the community.

The Town's cash flow position remains healthy. However, any further expansion of programs and services or increases in the Town's commitment to capital improvements in the community will necessitate additional revenues to fund those initiatives. The Town cannot accomplish any expansion of programs and services strictly by economizing, cutting support personnel, contracting for services, and utilizing other "right sizing" tools to cut costs in other areas. These tools have been in

place since the Town's inception and have become a "way of life" for Town operations. However, they cannot support the addition of more programs, more services and most especially the addition of more Town personnel.

### **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.

Below is the calculation of the Town's Adopted Appropriations Limit for FY 11-12:

Step 1 - Appropriations Limit for FY 10-11	\$	27,603,375
Step 2 - Multiply the FY 10-11 Appropriations Limit by the cumulative growth factors for San Bernardino County		1.0335
Appropriations Limit FY 11-12	\$	<u>28,528,249</u>

The estimated proceeds from general tax revenues in FY 11-12 equal \$13.1 million, which is \$15.4 million or 45.96% under the limit.

**SUMMARY**

The adopted Fiscal Year 2011-12 Operating and Capital Improvement budget continues to support a high level of service that the citizens of Apple Valley are accustomed to expect. It also represents a balanced financial plan, using a reduced level of available fund balance. Adequate reserves have been set aside for contingencies, including amounts to meet unforeseen emergencies.

The adopted budget represents a balanced plan designed to ensure that Apple Valley remains an outstanding place to live, work and play. Furthermore, I believe this plan reflects a majority of your priorities, as well as the priorities of the community, within the Town's existing financial resources. However, should the Town Council and the community desire additional/expanded programs and services or additional Capital Projects, it will be necessary to identify exactly what existing programs and services or Capital Projects funded in a similar fashion can be eliminated from the budget. The Town is not in the position – either upon budget adoption or at any point in time throughout the fiscal year absent a major upward shift in the economy – to add expenses without corresponding reductions. This must apply to everyone if we are to successfully work together to implement this budget.

**ACKNOWLEDGEMENT**

The annual development of the adopted budget takes an enormous amount of staff time and efforts, and has to be completed within a compressed timeline. I sincerely appreciate all Assistant Town Managers, Department Directors, Division Managers, and other departmental staff for their contributions. Special recognition is extended to the Finance team, Public Information staff and my Executive Assistant for their contributions. I thank the Town Council for their continued support in making Apple Valley a financially stable and well-balanced community.

Respectfully submitted,



Frank Robinson  
Town Manager

# Town of Apple Valley

## Fiscal Year 2011-2012 Adopted Budget

### Table of Contents

Section	Page
<b>Budget Adoption Resolution</b> .....	<b>1</b>
<b>GANN Limit Resolution</b> .....	<b>4</b>
<b>Organizational Chart</b> .....	<b>5</b>
<b>Master Staffing Plan</b> .....	<b>6</b>
<b>Capital Improvement Program By Funding Source</b> .....	<b>9</b>
<b>Capital Improvement Program – Five Year Plan</b> .....	<b>10</b>
<b>I. Financial Summaries</b>	
A. Summary of All Funds.....	11
B. Summary of General Fund Revenues and Expenditures.....	12
C. Summary of Transfers to Other Funds .....	14
D. General Fund Revenue .....	15
<b>II. General Government</b>	
A. Summary .....	19
B. Town Council .....	20
C. Town Attorney.....	23
D. Town Manager .....	25
E. Town Clerk.....	28
F. Finance .....	32
G. Public Information .....	36
H. Human Resources.....	39
I. Information Systems .....	42
J. General Government.....	45
K. Public Facilities .....	46
<b>III. Public Safety</b>	
A. Summary .....	51
B. Public Safety/Sheriff .....	52
C. Emergency Preparedness.....	55
<b>IV. Public/Municipal Services</b>	
A. Summary .....	57
B. Environmental and Regulatory Compliance.....	59
C. Public Services .....	61
D. Animal Services .....	62
E. Code Enforcement.....	68

<b>V.</b>	<b>Community Development</b>	
	A. Summary .....	71
	B. Planning .....	72
	C. Building & Safety .....	73
	D. Engineering .....	74
<b>VI.</b>	<b>Restricted Funds</b>	
	A. Summary .....	75
	B. Public Works .....	76
	C. Street Maintenance Fund .....	79
	D. Local Transportation Fund .....	82
	E. Capital Improvement Program/Measure I Fund.....	84
	F. General Government Facilities .....	91
	G. Miscellaneous Grant Funds .....	93
	H. Debt Service Fund .....	95
	I. Parks and Recreation .....	96
<b>VII.</b>	<b>Enterprise Funds</b>	
	A. Summary .....	119
	B. Wastewater.....	120
	C. Waste Management .....	123
	D. Golf Course .....	126
<b>VIII.</b>	<b>Redevelopment Agency</b>	
	A. Summary .....	127
	B. RDA Budget Adoption Resolution Number 2011-02 .....	128
	C. RDA Low-Mod Housing Resolution Number 2011-03 .....	130
	D. VVEDA 80% .....	139
	E. Project Area 2 80%.....	140
	F. VVEDA Low-Mod Income Housing.....	141
	G. Project Area 2 Low-Mod Income Housing .....	142
	H. VVEDA Capital Projects .....	143
	I. Project Area 2 Capital Projects .....	145
	J. Community Development Block Grant .....	147
	K. Apple Valley HOME .....	150
	L. PBID .....	153
	M. Neighborhood Stabilization Program .....	154
	N. Apple Valley CalHOME .....	156
	O. HUD ADDI.....	157





**RESOLUTION NO. 2011-25**

**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 2011-12**

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 Director of Finance have heretofore submitted to the Town Council a proposed budget for the Town for Fiscal Year 2011-12, 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 2011-12 is \$28,528,429 (Twenty Eight Million Five Hundred Twenty Eight Thousand Four Hundred Twenty Nine Dollars), and the total annual tax revenues subject to such limitation for Fiscal Year 2011-12 are estimated to be \$13,093,000; 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 2011-12.
- 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 2011-12, 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 2011-12 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 2011-12 Operating and Capital Improvement Budget programs are hereby adopted, establishing the following expenditure levels:

DEPARTMENT	2011-12 ADOPTED BUDGET
1. Town Council	\$ 236,298
2. Town Attorney	325,000
3. Town Manager	568,293
4. Finance	1,088,649
5. Town Clerk	380,663
6. Public Information	414,431
7. Human Resources	473,016
8. Information Systems	531,511
9. General Government	2,074,329
10. Public Facilities	2,415,035
11. Public Safety/Police	10,902,960
12. Emergency Preparedness	6,800
13. Animal Control Services	1,621,718
14. Public Services	514,457
15. Code Enforcement	1,059,476
16. Building & Safety	300,965
17. Engineering Service	353,600
18. Planning Services	808,294

19. Street Maintenance Fund (Gas Tax)	2,159,851
20. Local Transportation Fund	275,394
21. Capital Improvement Projects Fund	23,220,158
22. Waste Management Fund	10,234,484
23. Wastewater Enterprise Fund	6,046,775
24. General Gov't Facilities	60,000
25. Debt Service Fund	1,576,849
26. Golf Course Fund	1,415,860
27. Parks & Recreation	3,806,607

TOTAL OPERATING & CAPITAL EXPENDITURES \$72,871,473

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

1. General Funds	\$23,036,811
2. Street Maintenance Funds (Gas Tax)	2,159,851
3. Transportation Funds	534,936
4. Capital Improvement Projects Funds	19,026,964
5. Waste Management Fund	9,879,500
6. Wastewater Enterprise Fund	4,393,500
7. General Gov't Facilities	30,000
8. Debt Service Fund	1,576,849
9. Golf Course Fund	809,400
10. Parks & Recreation	3,812,607

TOTAL OPERATING AND CAPITAL REVENUES \$65,260,418

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 9<sup>th</sup> day of August, 2011.

  
MAYOR

ATTEST:

  
TOWN CLERK

**RESOLUTION NO. 2011- 26**  
**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF**  
**APPLE VALLEY ESTABLISHING THE 2011-12 FISCAL YEAR**  
**APPROPRIATION LIMIT FOR THE TOWN OF APPLE VALLEY**

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

WHEREAS, the Assistant Town Manager of the Town has heretofore prepared and submitted data and documentation required for and to be used in the determination of an appropriations limit for the Town for Fiscal Year 2011-12 and such data and documentation has been available to the public for at least fifteen days prior to adoption of this Resolution; and

WHEREAS, the Town of Apple Valley established its 2010-11 Fiscal Year Appropriation Limit of \$27,603,375 (Twenty Seven Million, Six Hundred Three Thousand, Three Hundred Seventy Five 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 2011-12 Appropriation Limit:

Per Capita Personal Income Change for Fiscal Year 2011-12: 2.51%

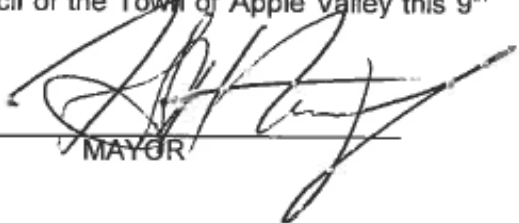
Population Adjustment for 2011: .82%

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 2011-12 Appropriation Limit of the Town of Apple Valley to be \$28,528,249 (and said sum is hereby determined and established as the appropriation limit for the Town of Apple Valley for Fiscal Year 2011-12).

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 9<sup>th</sup> day of August, 2011.

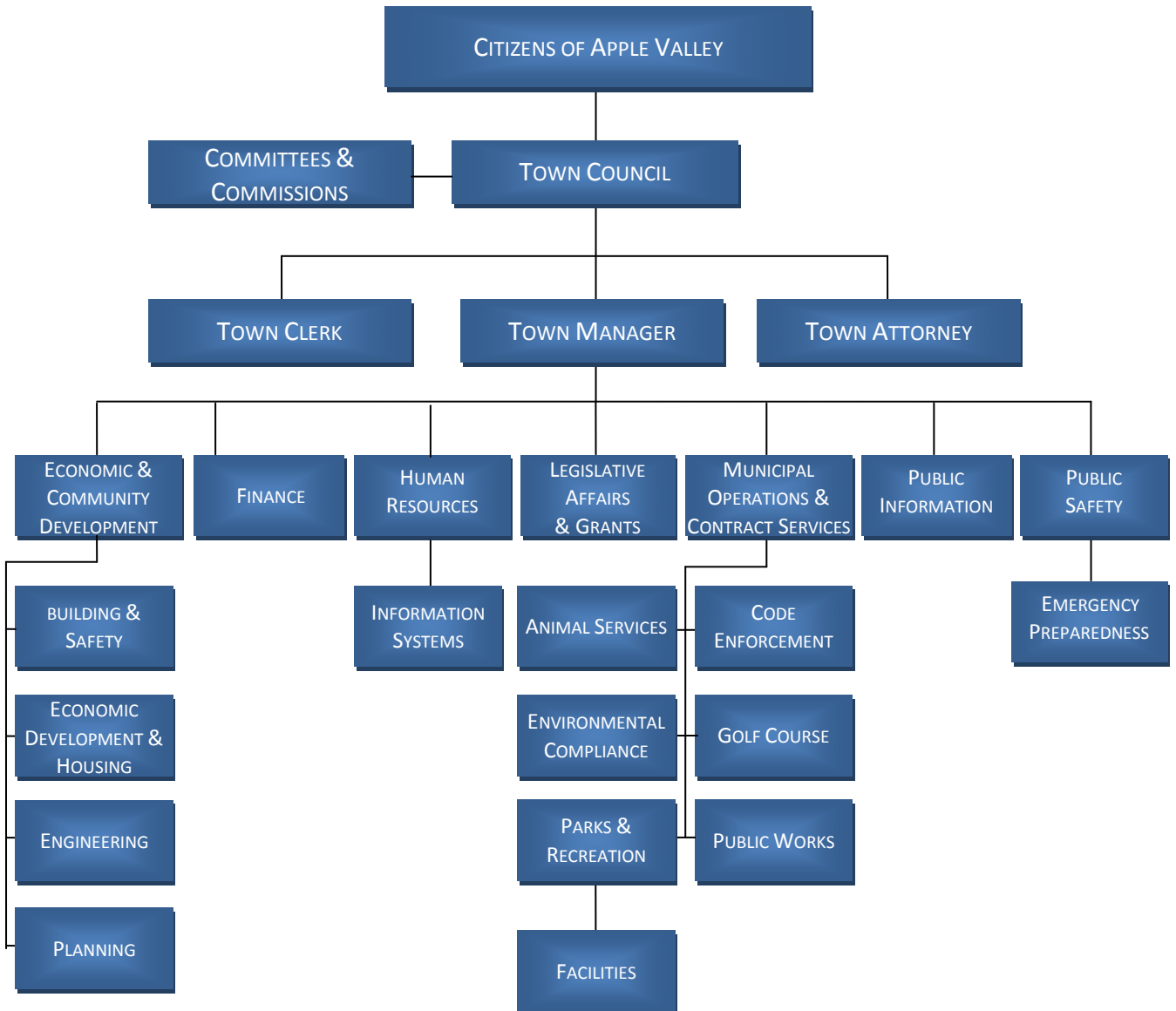
  
\_\_\_\_\_  
MAYOR

ATTEST:

  
\_\_\_\_\_  
TOWN CLERK

# Town of Apple Valley ORGANIZATIONAL CHART

Fiscal Year 2011-2012



**Town of Apple Valley**

<b>Master Staffing Plan FY 2011-2012</b>					
<b>Job Classification</b>	<b># of Positions Budgeted</b>	<b>Position % of FTE</b>	<b>Budgeted FTE's</b>	<b>Actual FTE FTE's</b>	<b>Salary Range</b>
<b>Department: Town Manager</b>					
Town Manager	1	100%	1.00	1	NR
Mgr of Legislative Affairs & Grants	1	100%	1.00	0	70
Executive Secretary	1	100%	1.00	1	52
<b>Department: Public Information</b>					
Public Information Officer	1	100%	1.00	1	74
Public Relations Specialist	1	100%	1.00	1	49
Event Coordinator	1	100%	1.00	1	47
<b>Department: Town Clerk</b>					
Town Clerk	1	100%	1.00	1	75
Deputy Town Clerk	2	100%	2.00	1	49
Records Technician	1	100%	1.00	1	36
<b>Department: Human Resources</b>					
Human Resources Director	1	100%	1.00	1	NR
Human Resources Manager	1	100%	1.00		67
Human Resources Coordinator	1	100%	1.00	1	52
Senior Office Assistant	1	100%	1.00	1	32
<b>Department: Information Systems</b>					
Information System Supervisor	1	100%	1.00	1	60
Information System Specialist	2	100%	2.00	1	52
<b>Department: Finance</b>					
Directory of Finance	1	100%	1.00	1	NR
Assistant Director of Finance	1	100%	1.00	1	71
Accountant II	1	100%	1.00	1	52
Accounting Technician	2	100%	2.00	2	42
Account Clerk II	2	100%	2.00	2	36
Account Clerk I	1	100%	1.00		32
Customer Service Representative	2	100%	2.00	1	34
<b>Department: Economic Development</b>					
Assistant Town Manager: Econ Development & Community Development	1	100%	1.00	1	NR
Assistant Director of Economic Development and Housing	1	100%	1.00	1	74
Economic Development Specialist I/II	3	100%	2.00	1	56/62
Housing and Comm. Dev. Specialist I/II	3	100%	3.00	1	54/60
Economic Development Assistant	1	100%	1.00	1	50
Intern (P/T)	1	100%	1.00	0.75	20
<b>Department: Public Services Administration</b>					
Assistant Town Manager: Public Services	1	100%	1.00	1	NR
Environmental Compliance Manager	1	100%	1.00		NR
Public Services Assistant	1	100%	1.00	1	50
<b>Department: Public Works / Street Maintenance</b>					
Public Works Manager	1	50%	0.50	1	67
Public Works Supervisor	1	50%	0.50		56
Sr. Maintenance Worker	1	100%	1.00		41
Maintenance Worker II	1	100%	1.00	1	37
Maintenance Worker I	3	100%	4.00	3	33

**Town of Apple Valley**

<b>Master Staffing Plan FY 2011-2012</b>					
<b>Job Classification</b>	<b># of Positions Budgeted</b>	<b>Position % of FTE</b>	<b>Budgeted FTE's</b>	<b>Actual FTE FTE's</b>	<b>Salary Range</b>
<b>Department: Public Works / Wastewater</b>					
Public Works Manager	1	50%	0.50	1	67
Public Works Supervisor	1	50%	0.50		56
Public Services Technician	1	100%	1.00	1	39
Maintenance Worker II	2	100%	2.00	0	37
Maintenance Worker I	3	100%	3.00	3	33
<b>Department: Code Enforcement</b>					
Code Enforcement Manager	1	100%	1.00	2	67
Code Enforcement Officer II	7	100%	7.00	7	48
Community Enhancement Officer	0.5	100%	0.50	0.5	40
Code Enforcement Technician	2	100%	2.00	3	38
Code Enforcement Technician (P/T)	2	50%	1.00	1	38
<b>Department: Animal Control</b>					
Animal Services Manager	0.5	100%	0.50	1	67
Animal Control Supervisor	1	100%	1.00	1	52
Animal Control Officer II	1	100%	1.00	2	42
Animal Control Officer I	2	100%	2.00	2	38
Animal Control Technician	2.5	100%	2.50	2.5	36
<b>Department: Animal Shelter</b>					
Animal Services Manager	0.5	100%	0.50	1	67
Animal Shelter Supervisor	1	100%	1.00	1	52
Registered Veterinary Technician	1	100%	1.00	1	42
Animal Control Technician	2.5	100%	2.50	2.5	36
Animal Shelter Attendant	5	50%	2.50	3	33
<b>Department: Planning</b>					
Asst. Dir. of Community Development	1	100%	1.00	1	74
Senior Planner	2	100%	2.00	2	62
Associate Planner (or 1 and Assistant Plan)	2	100%	2.00	2	56
Assistant Planner	1	100%	1.00		50
Administrative Secretary	1	100%	1.00	1	44
Intern (P/T)	2	50%	1.00	0.5	20
Commissioners	5	25%	1.25	0.5	20
<b>Department: Parks &amp; Recreation - Recreation Division</b>					
Parks & Recreation Manager	1	100%	1.00	0	70
Recreation Supervisor	2	100%	2.00	3	46
Recreation Coordinator	1	100%	1.00		40
Administrative Secretary	1	100%	1.00	1	44
Sr Office Assistant	1	100%	1.00		32
Office Assistant	1	100%	1.00	3.5	26
Office Assistant (P/T)	3	50%	1.50		26
Swim Coach (P/T)	1	38%	0.19	0.35	26
Recreation Assistant (P/T)	1	48%	0.48	0	22
Sr. Lifeguard (P/T)	N/A	N/A	0.65		20
Lifeguard (Various P/T)	N/A	N/A	2.87	1.75	16
Recreation Leader II (P/T)	N/A	N/A	5.41	5.5	16
Recreation Leader I (P/T)	N/A	N/A	2.67	3.5	10
Event Assistant (P/T)	2	50%	1.00	1	22
Commissioner	5	0.25	1.25	3.5	10

**Town of Apple Valley**

**Master Staffing Plan FY 2011-2012**

<b>Job Classification</b>	<b># of Positions Budgeted</b>	<b>Position % of FTE</b>	<b>Budgeted FTE's</b>	<b>Actual FTE FTE's</b>	<b>Salary Range</b>
<b>Department: Parks &amp; Recreation - Facilities Division</b>					
Sr. Maintenance Worker	1	100%	1.00	1	41
Maintenance Worker II	1	100%	1.00	1	37
Custodian	4	100%	4.00	3	27
Maintenance Worker I	1	100%	1.00	1	33
Custodian (PT)	1	50%	0.50		27
Maintenance Aide (P/T)	2	50%	1.00	1.5	21
<b>Department: Parks &amp; Recreation - Parks Division</b>					
Parks Supervisor	1	100%	1.00	1	56
Sr. Maintenance Worker	2	100%	2.00	1	41
Maintenance Worker II	6	100%	6.00	1	37
Maintenance Worker I	5	100%	5.00	1	33
Maintenance Aide (P/T)	2	50%	1.00	1.5	21
<b>Totals</b>	<b>143.5</b>		<b>134.77</b>	<b>99.35</b>	



**Town of Apple Valley**  
**Capital Improvement Plan**  
**FY 2011-2012**

Projects 11/12	Measure I	TIF/DIF/STP	P1B/HSIP	PBID/CDBG	RDA	Totals
<b>Road Projects</b>						
<b>Preliminary Design</b>						
Yucca Loma Road-Undergrounding(carry over)			-	-	25,000	25,000
High Desert Corridor	10,000					10,000
Bear Valley Bridge (Mojave River Bridge Re-hab)(carry over)	330,000	-	-	-	-	330,000
Rancherias Road Resurface (SR18 to 1,000' north)	10,000					45,000
<b>Full Design</b>						
Hwy 18 West End Widening (Phase 1, AVR Realignment)(co)	425,000	-	-	-	-	425,000
Yucca Loma Bridge Project		1,300,000 STP				1,300,000
<b>Construction</b>						
PMS - Street Maintenance Funds 2010	300,000					300,000
PMS - Street Maintenance Funds 2020	500,000					500,000
Paving-PMS Priorities (50% Categorical/50% Non-Categorical)	1,000,000					1,000,000
Rancherias Road Resurfacing (SR18 to 1,000' north)	500,000		-	-	-	500,000
Bear Valley Bridge (Mojave River Bridge)	1,200,000		-	-	-	1,200,000
Kiowa Road Widening (Bear Valley to Tussing Ranch Rd)(C-O)		500,000 TIF	-	-	-	500,000
Kasota Road Widening,(SR18 to 400' north, (carry-over)		100,000 TIF	-	-	-	100,000
Master Plan of Drainage Update		350,000 DIF	-	-	-	350,000
Johnson Road, w/o Dale Evans Parkway	200,000	-	-			200,000
Dale Evans resurface, n/o Johnson Road	500,000			-	-	500,000
Central Road resurface, s/o Bear Valley Rd (carry-over)	500,000	-	-	-	-	500,000
Signal, BVR@Deep Creek Rd (carry-over)			300,000 P1B	-	-	300,000
Signal, BVR@Mohawk Rd (carry-over)	350,000		350,000HISP	-	-	350,000
Dry Well Program (annual program)		400,000DIF				400,000
Hwy 18 Median & Landscaping Project, Phase 1 (CDBG+PBID)	600,000	-	-	600,000PBID	-	600,000
Yucca Loma Bridge 2035		-	-	-	12,701,274	12,701,274
Yucca Loma Bridge 4410		15,000,000STP			-	15,000,000
Misc. Storm Damage Repairs and Upgrades, Town-wide		400,000DIF				400,000
<b>CIP Total</b>	<b>6,425,000</b>	<b>18,050,000</b>	<b>650,000</b>	<b>600,000</b>	<b>12,726,274</b>	<b>37,536,274</b>

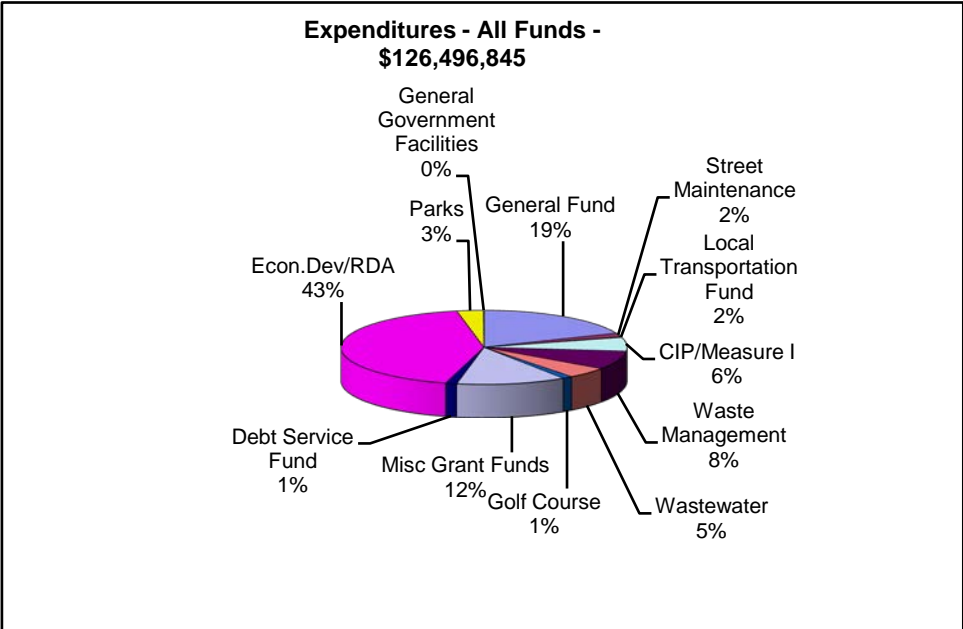
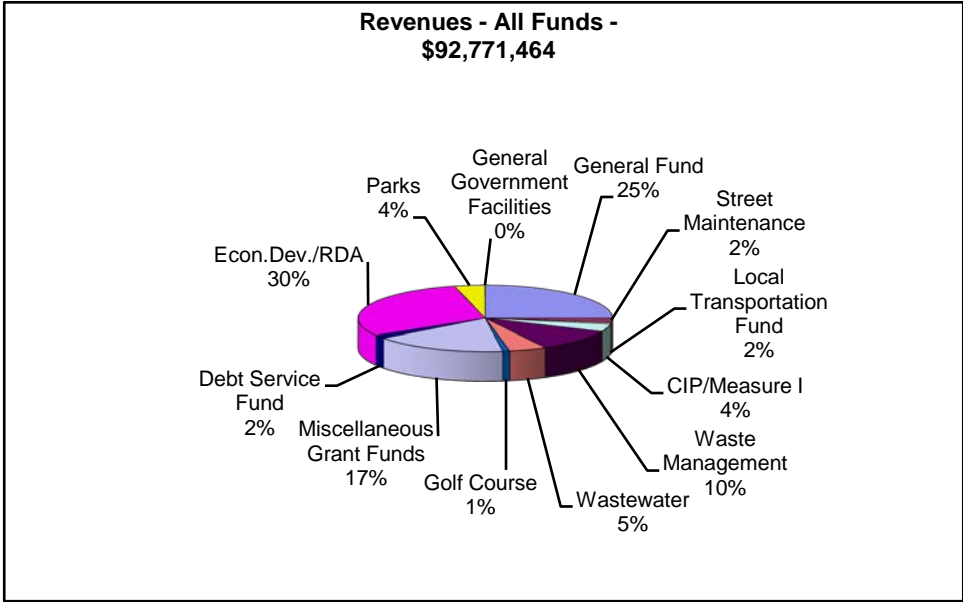
**Town of Apple Valley**  
**Five-Year Capital Improvement Plan**  
**FY 2011-2012 to 2015-2016**

Projects	Page#	11/12	12/13	13/14	14/15	15/16	Totals
<b>Road Projects</b>							
<b>Preliminary Design</b>							
Yucca Loma Road-Undergrounding(carry over)	74	25,000	-	-	-	-	25,000
High Desert Corridor	76	10,000	10,000	10,000	10,000	10,000	50,000
Bear Valley Bridge (Mojave River Bridge Re-hab)(carry over)	76	330,000	-	-	-	-	330,000
Rancherias Road Resurface (SR18 to 1,000' north)		10,000					45,000
<b>Full Design</b>							
Hwy 18 West End Widening (Phase 1, AVR Realignment)(co)	73	425,000	-	-	-	-	425,000
Yucca Loma Bridge Project		1,300,000					1,300,000
<b>Construction</b>							
PMS - Street Maintenance Funds 2010	70	300,000	300,000	300,000	300,000	300,000	1,500,000
PMS - Street Maintenance Funds 2020	75	500,000	500,000	500,000	500,000	500,000	2,500,000
Paving-PMS Priorities (50% Categorical/50% Non-Categorical)		1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	5,000,000
Rancherias Road Resurfacing (SR18 to 1,000' north)	75	500,000		-	-	-	500,000
Bear Valley Bridge (Mojave River Bridge)	78	1,200,000		-	-	-	1,200,000
Kiowa Road Widening (Bear Valley to Tussing Ranch Rd)(C-O)	74	500,000	500,000	-	-	-	1,000,000
Kasota Road Widening,(SR18 to 400' north, (carry-over)	73	200,000	-	-	-	-	200,000
Deep Creek Road, from Bear Valley Road to Tussing Ranch				-	5,400,000	-	5,400,000
Hwy 18 West End Widening (AVR to TAO)		-	-	-		11,000,000	11,000,000
Hwy 18 West End Widening (Phase 1, AVR Realignment)	73	-		3,000,000	-	-	3,000,000
Central Road resurface, s/o Bear Valley Rd (carry-over)	127	500,000	-	-	-	-	500,000
Signal, BVR@Deep Creek Rd (carry-over)	73	300,000	-	-	-	-	300,000
Signal, BVR@Mohawk Rd (carry-over)	73	350,000	-	-	-	-	350,000
Dry Well Program (annual program)	70	400,000	400,000	400,000	400,000	400,000	2,000,000
Hwy 18 Median & Landscaping Project, Phase 1 (CDBG+PBID)	75	600,000	-	-	-	-	600,000
Yucca Loma Bridge 2035	136	12,701,274	-	-	-	-	12,701,274
Yucca Loma Bridge 4410		16,000,000	17,000,000	6,000,000	-	-	39,000,000
Yucca Loma Road - Undergrounding		-	1,300,000	-	-	-	1,300,000
Central Road, from SR18 to Tussing Ranch Road					5,400,000		5,400,000
Misc. Storm Damage Repairs and Upgrades, Town-wide		400,000					400,000
Master Plan of Drainage Update		350,000					350,000
Dale Evans Parkway resurface, n/o Johnson Road		500,000					500,000
Johnson Road resurface, w/o Dale Evans Parkway		200,000					200,000
<b>Road Total</b>		<b>38,601,274</b>	<b>21,010,000</b>	<b>11,210,000</b>	<b>13,010,000</b>	<b>13,210,000</b>	<b>97,076,274</b>

# Town of Apple Valley

## Fiscal Year 2011/12 - Summary of All Funds

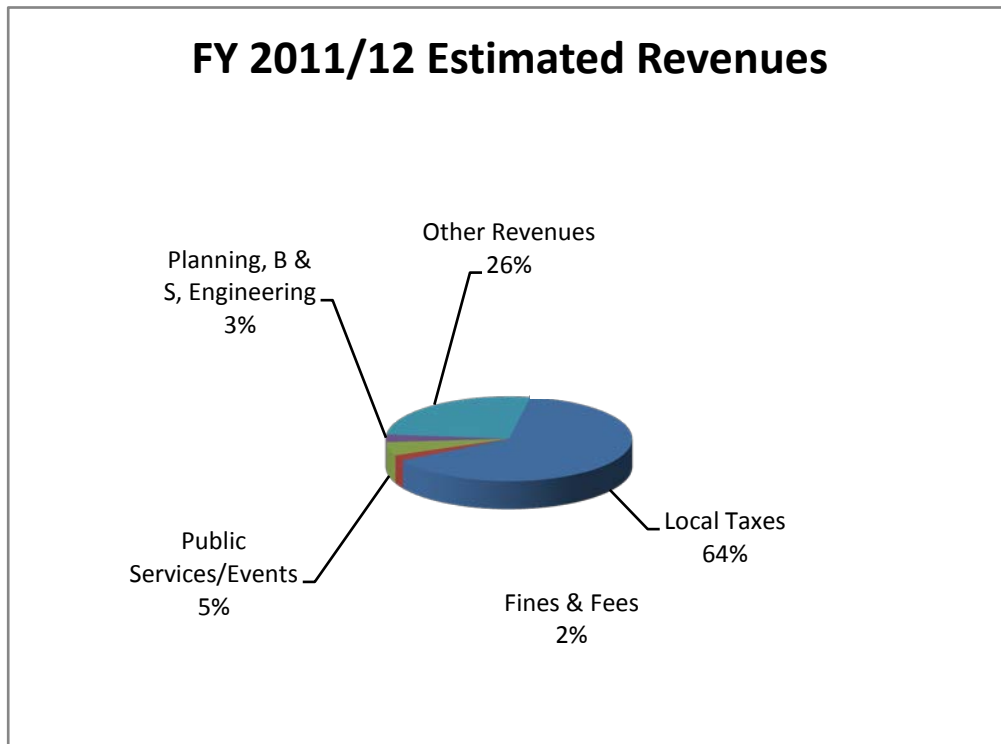
<b>Revenues:</b>		<b>Expenditures:</b>	
General Fund	\$23,186,445	General Fund	\$23,761,743
Street Maintenance	2,159,851	Street Maintenance	2,159,851
Local Transportation Fund	534,936	Local Transportation Fund	275,394
CIP/Measure I	3,387,333	CIP/Measure I	7,550,527
Waste Management	9,879,500	Waste Management	10,234,484
Wastewater	4,393,500	Wastewater	6,046,775
Golf Course	809,400	Golf Course	1,415,860
Miscellaneous Grant Funds	15,669,631	Miscellaneous Grant Funds	15,669,631
Debt Service Fund	1,576,849	Debt Service Fund	1,576,849
Econ.Dev./RDA	27,551,412	Econ.Dev./RDA	53,939,124
Parks	3,592,607	Parks	3,806,607
General Government Facilities	30,000	General Government Facilities	60,000
<b>Total Revenues</b>	<b><u>\$92,771,464</u></b>	<b>Total Expenditures</b>	<b><u>\$126,496,845</u></b>



Town of Apple Valley - Budgeted Revenues & Appropriations

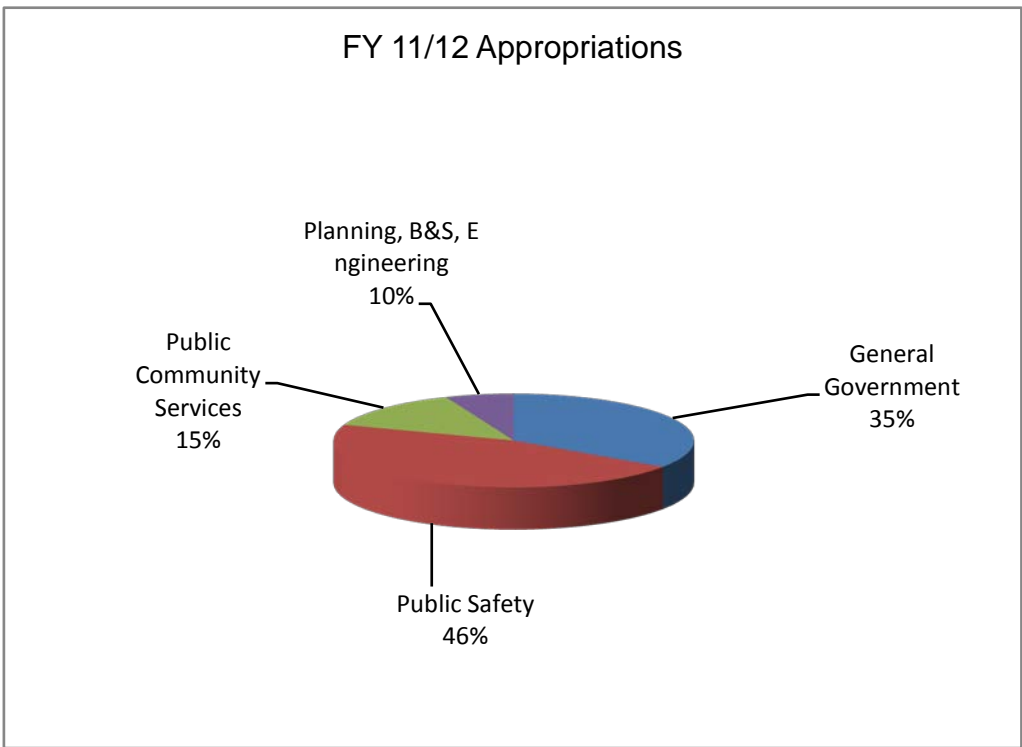
Fiscal Year 2011/12- Summary of General Fund

SOURCE	REVENUES
Local Taxes	14,757,634
Fines & Fees	502,000
Public Services/Events	1,184,000
Planning, B & S, Engineering	677,000
Other Revenues	6,065,811
Total Revenues	<u>23,186,445</u>



**Town of Apple Valley - Budgeted Revenues & Appropriations**  
**Fiscal Year 2011/12 - Summary of General Fund**

FUNDS	Appropriations
General Government	\$8,205,125
Public Safety	10,904,858
Public/Community Services	3,188,901
Planning, B & S, Engineering	1,462,859
<b>Total Expenditures</b>	<b>\$23,761,743</b>



**Town of Apple Valley**

**Cost Allocation Plan**

**Fiscal Year 2011/12**

**Summary of Proposed Transfers**

Fiscal Year 2011/12

<u>Acct</u>	<u>Department</u>	<u>Estimated Expend.</u>	<u>Debit Wastwater</u>		<u>Debit Street</u>		<u>Debit Parks &amp;</u>		<u>Debit Solid</u>		<u>Debit RDA</u>		<u>Budgeted Credit</u>	<u>Net Expense</u>
			<u>Dept.</u>	<u>%</u>	<u>Maint.</u>	<u>%</u>	<u>Rec.</u>	<u>%</u>	<u>Waste</u>	<u>%</u>	<u>VVEDA/PA2</u>	<u>%</u>		
1010	Town Council	236,298	47,260	20%	0	0%	0	0%	35,445	15%	23,630	10%	106,334	129,964
1020	Town Attorney	325,000	32,500	10%	16,250	5%	0	0%	16,250	5%	32,500	10%	97,500	227,500
1030	Town Manager	568,293	113,659	20%	56,829	10%	0	0%	113,659	20%	56,829	10%	340,976	227,317
1050	Finance	1,088,649	272,162	25%	54,432	5%	54,432	5%	435,460	40%	163,297	15%	979,784	108,865
1060	Town Clerk	380,663	76,133	20%	19,033	5%	19,033	5%	57,099	15%	57,099	15%	228,398	152,265
1070	Public Info.	414,431	62,165	15%	41,443	10%	0	0%	62,165	15%	41,443	10%	207,216	207,216
1080	Human Resources	473,016	70,952	15%	70,952	15%	47,302	10%	47,302	10%	47,302	10%	283,810	189,206
1090	Information Systems	531,511	106,302	20%	53,151	10%	26,576	5%	106,302	20%	53,151	10%	345,482	186,029
1200	General Govt.	1,053,639	263,410	25%	158,046	15%	52,682	5%	210,728	20%	105,364	10%	790,229	263,410
1400	Facilities	2,415,035	362,255	15%	241,504	10%	120,752	5%	362,255	15%	362,255	15%	1,449,021	966,014
2010	Public Safety	10,902,960	0	0%	0	0%	0	0%	0	0%	0	0%	0	10,902,960
2020	Emergency Pre.	6,800	0	0%	0	0%	0	0%	0	0%	0	0%	0	6,800
2120	Animal Control	730,157	0	0%	0	0%	0	0%	0	0%	0	0%	0	730,157
2130	Animal Shelter	891,561	0	0%	0	0%	0	0%	0	0%	0	0%	0	891,561
3010	Public Services	514,457	257,229	50%	25,723	5%	25,723	5%	154,337	30%	0	0%	463,011	51,446
3110	Code Enforcement	1,059,476	0	0%	0	0%	0	0%	0	0%	0	0%	0	1,059,476
4010	Build.& Safety	300,965	0	0%	0	0%	0	0%	0	0%	0	0%	0	300,965
4410	Engineering	353,600	0	0%	0	0%	0	0%	0	0%	0	0%	0	353,600
4610	Planning	808,294	0	0%	0	0%	0	0%	0	0%	0	0%	0	808,294
Sub-Total		23,054,805	1,664,026	7%	737,364	3%	346,499	2%	1,601,001	7%	942,871	4%	5,291,761	17,763,044

**\*Note: General Government and Facilities Budgets reflect an expenditure (transfer) to the Debt Service Funds on the 1999,2001 and 2007 Certificates of Participation (COP's) for Town Hall.**

GENERAL FUND REVENUE							
Code	Revenue Classification	Actual Revenue 2008-09	Actual Revenue 2009-10	Amended Budget 2010-11	Estimated Revenue 2010-11	% of Revenue Received	Adopted Budget 2011-12
LOCAL TAXES							
4020	Property Tax	2,513,192	2,189,849	2,200,000	2,200,000	100.0%	2,282,000
4025	Property Tax (Sales Tax Backfil	1,167,513	1,189,135	1,382,000	1,382,000	100.0%	1,217,000
4030	Property Tax (VLF Backfill)	6,444,017	5,734,168	5,169,000	5,169,000	100.0%	5,169,000
4055	Sales & Use Tax	3,668,463	3,689,967	3,665,000	3,665,000	100.0%	3,760,000
4070	VVEDA Reimbursement		62,437				
4134	Tax increment/Pass through	0	109,355	100,000	100,000		100,000
4085	Franchise Taxes	1,461,374	1,565,696	1,750,000	1,750,000	100.0%	1,750,000
4095	Transient Occupancy Tax	10,960	9,823	5,000	5,000	100.0%	10,000
4110	Motor Vehicle In-Lieu	226,187	197,306	200,000	200,000	100.0%	109,634
4142	Business License Fees	226,187	185,438	180,000	180,000	100.0%	200,000
4176	Property Transfer Tax	169,078	164,574	155,000	155,000	100.0%	160,000
Subtotal - Local Taxes		15,886,971	15,097,748	14,806,000	14,806,000	100.0%	14,757,634
FINES & FEES & PUBLIC SAFETY CONTRIBUTIONS							
4355	Police Fines & Forfeitures	125,635	134,562	100,000	100,000	100.0%	125,000
4360	False Alarms				50		
4365	Police Reports & Charges	29,514		10,000	10,000	100.0%	25,000
4377	Tow Release		119,485	46,800	46,800		75,000
6927	Police Grants	136,222	264,043	135,000	135,000	100.0%	277,000
Subtotal - Fines & Fees		291,371	518,090	291,800	291,850	100.0%	502,000
PUBLIC SERVICES							
4145	Debris Recycling	17,000	2,500	2,500	2,500	100.0%	2,500
4160	Microfilming	4,568	4,634	5,000	5,000	100.0%	5,000
4410	Animal Control Citation Fines	9,400	23,987	20,000	20,000	100.0%	20,000
4420	Animal Control Permits	2,290	2,550	2,500	2,500	100.0%	2,500
4430	Animal Licenses	290,522	268,686	225,000	225,000	100.0%	250,000
4440	Field P/U Apprehension	28,560	9,943	10,000	10,000	100.0%	15,000
4450	Field P/U Release	6,255	7,162	6,000	6,000	100.0%	6,000
4460	Impound Boarding Fees	4,240	22,079	15,000	20,000	133.3%	20,000
4465	Lien Fees		2,136		324		
4470	Miscellaneous AC	32,686	20,816	20,000	20,000	100.0%	20,000
4480	Owner Turn in @ Shelter	12,901	13,432	11,000	11,000	100.0%	11,000
4490	Pet Adoptions	58,674	56,600	80,000	80,000	100.0%	65,000
4500	Quarantine Fees	1,615	1,150	1,500	1,500	100.0%	1,500
4510	Rabies Vaccination	3,070	3,852	2,000	5,000	250.0%	5,000
4520	Shelter Donations	354	0	0	5		
4530	Over/Short		140		20		
4540	Spay and Neuter Deposit	3,785	2,540	1,500	1,525	101.7%	1,500
4550	State Mandated Fees AC	6,230	7,705	5,000	5,000		6,000
5580	Short/Over Recreation		146				
6010	Code Enforcement Fees	379,420	219,085				200,000
6050	Code Enforcement Fines	15,307	367,544	518,000	500,000	96.5%	400,000
6070	Property Maint Inspections	114,983	113,981	125,000	120,000	96.0%	120,000
6168	Right-of-Way Permits	31,922	39,799	30,000	30,000	100.0%	33,000
Total - Public Services		1,023,782	1,190,467	1,080,000	1,065,374	98.6%	1,184,000
Building & Safety							
6108	Building Permits	324,292	197,880	280,000	280,000	100.0%	325,000
6114	CSA	2,050	0		1,550		
6120	Electrical	43,544	27,159	30,000	30,000	100.0%	30,000
6130	Grading	6,363	2,970	5,000	5,000	100.0%	5,000
6134	Inspections (Other)	10,364	10,528	12,000	12,000	100.0%	12,000
6148	Mechanical	17,391	28,183	25,000	25,000	100.0%	25,000
6152	Misc Revenue - Building & Safe	3,321	2,690	3,000	3,000	100.0%	3,000
6158	Plan Check	129,973	86,466	92,000	92,000	100.0%	92,000
6162	Plumbing	46,031	36,163	30,000	30,000	100.0%	30,000
6169	SB 1473				505		

GENERAL FUND REVENUE							
Code	Revenue Classification	Actual Revenue 2008-09	Actual Revenue 2009-10	Amended Budget 2010-11	Estimated Revenue 2010-11	% of Revenue Received	Adopted Budget 2011-12
6174	SMI Tax	380	177	1,500	1,500	100.0%	1,500
	<b>Total - Building &amp; Safety</b>	<b>583,709</b>	<b>392,216</b>	<b>478,500</b>	<b>480,555</b>	<b>100.4%</b>	<b>523,500</b>
	<b>Planning &amp; Zoning</b>						
6104	Appeals	1,049	224				500
6110	Certificate of Compliance	3,910	1,733		2,350		2,000
6112	Copies and Reproduction	12,393	3,558	4,000	4,000	100.0%	4,000
6116	Development Agreement Fee	0	0				
6118	Development Permit	12,558	11,506	7,500	7,500	100.0%	10,000
6122	Extension of Time Request	7,189	0				
6128	General Plan Amendment	(528)	11,436	20,000	20,000	100.0%	20,000
6132	Home Occupation Permit	9,403	6,875	5,000	5,000	100.0%	5,000
6138	Landscape Plan Review	0	0				
6142	Lot Line Adjustment	1,833	2,742	2,000	2,000	100.0%	2,000
6144	Lot Merger	7,018	1,168	2,000	2,000	100.0%	2,000
6150	Minor Sub-divisions	0	91				
6156	Miscellaneous Revenue - Plann	7	8,273		2,000		
6165	Open Space	0	613		25		
6167	Refund Processing Fees		88				
6170	Sign Permit	14,016	3,572	3,000	3,000	100.0%	3,000
6172	Site Plan Review	34,401	22,348	25,000	25,000	100.0%	25,000
6176	Special Events	1,823	2,848	4,000	4,000	100.0%	4,000
6178	Specific Plan	0	11,700	11,000	5,000	45.5%	5,000
6180	Tentative Parcel Map	(2,697)	3,801	5,000	5,000	100.0%	5,000
6182	Tentative Tract Map	22,323	0	5,000	5,000	100.0%	5,000
6192	Use Permit	45,092	37,685	35,000	35,000	100.0%	35,000
6195	Variance (Deviations)	227	3,748	6,000	6,000	100.0%	6,000
6197	Zone Change	0	0				
	<b>Total - Planning Fees</b>	<b>170,017</b>	<b>134,009</b>	<b>134,500</b>	<b>132,875</b>	<b>98.8%</b>	<b>133,500</b>
	<b>Engineering</b>						
6154	Miscellaneous p Engineering	7	142	3,000	2000	66.7%	2000
6160	Plan Check	117,833	22,835	10,000	10,000	100.0%	10,000
6184	Transportation Impact Fees		233				
6188	Transportation Permits	7,852	5,711	8,000	8,000	100.0%	8,000
	<b>Total - Engineering</b>	<b>125,692</b>	<b>28,921</b>	<b>21,000</b>	<b>20,000</b>	<b>95.2%</b>	<b>20,000</b>
	<b>Sub Total - Community Develop</b>	<b>879,418</b>	<b>555,146</b>	<b>634,000</b>	<b>633,430</b>	<b>99.9%</b>	<b>677,000</b>
	<b>OTHER REVENUES</b>						
4170	Sale of Cell Easement			350,000	350,000	100.0%	300,000
4148	Donations	190	10				
4165	Miscellaneous Penalties or Fin	3,079	2,150	2,000	2,000	100.0%	2,000
4168	Notary Fees	100	20	500	5,000	1000.0%	5,000
4172	Passport Fees	9,098	16,718	9,000	15,000	166.7%	15,000
4181	Refunds, Reimbursements	(7,177)	7,796	30,000	35,000	116.7%	35,000
4183	Sale of Surplus Furn/Equip	1,900	0				
4184	Short/Over	191	0				
4185	State Mandated Reimbursemen	67,606	19,089	30,000	30,000	100.0%	30,000
4255	Interest Earnings	401,310	232,385	75,000	75,000	100.0%	75,000
4352	Booking Fees	878	1,597	1,000	1,000	100.0%	1,000
4370	Restitution	4,856	5,467	2,500	1,000	40.0%	1,000
5540	Sponsorship Revenue	0	5,600	10,550	10,550	100.0%	10,550
6808	EMPG Grant		11,498	0			18,000
6690	Water Use Fees		28,800		20,000		20,000
6996	Town Store Sales	6,811	1,964	1,500	1,500	100.0%	1,500
6999	Transfer In - Street Maint. Fund 2010						737,364
6999	Transfer In - Parks & Rec. Fund 2510						346,499



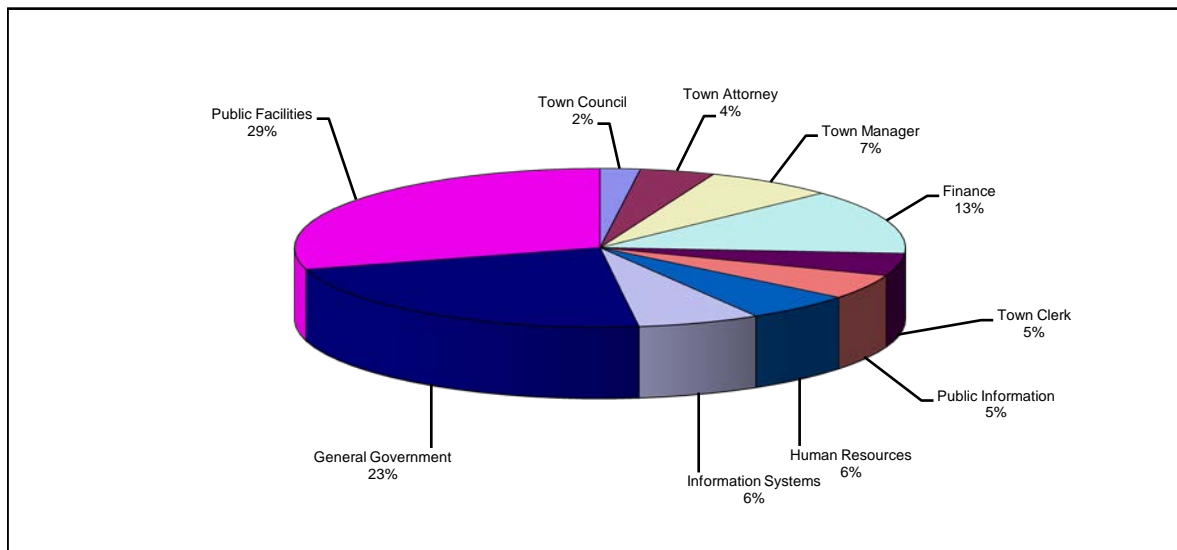
GENERAL FUND REVENUE							
Code	Revenue Classification	Actual Revenue 2008-09	Actual Revenue 2009-10	Amended Budget 2010-11	Estimated Revenue 2010-11	% of Revenue Received	Adopted Budget 2011-12
6999	Transfer In - RDA/VVEDA Fund 4010						361,435
6999	Transfer In - RDA PA No. 2 Fund 4020						361,436
6999	Transfer In - Wastewater Fund 5010						1,664,026
6999	Transfer In - Solid Waste Fund 5510						1,601,001
6999	Transfer In - 5510 Franchise Fee	495,786	480,350	500,000	480,000		480,000
	Subtotal - Other Revenues	984,628	813,444	1,012,050	1,026,050	101.4%	6,065,811
TOTAL - GENERAL FUND REVENUES		19,066,170	18,174,895	17,823,850	17,822,704	100.0%	23,186,445

This page intentionally left blank.

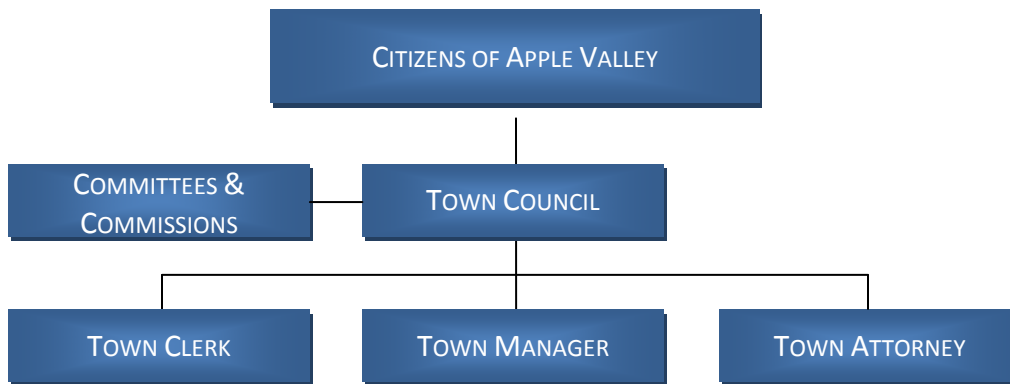


## 2011/12 General Government Appropriations

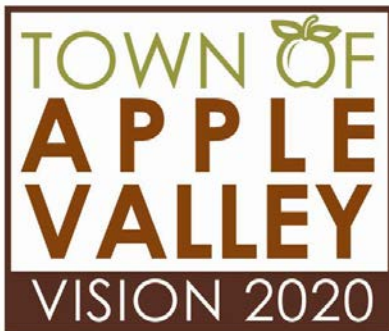
Town Council	\$173,798
Town Attorney	325,000
Town Manager	563,043
Finance	1,084,149
Town Clerk	377,163
Public Information	411,831
Human Resources	469,516
Information Systems	531,261
General Government	1,854,329
Public Facilities	2,415,035
<b>Total-General Government</b>	<b><u><u>\$8,205,125</u></u></b>



# TOWN COUNCIL



## PROGRAM DESCRIPTION



The Town Council is the legislative body of the organization and is comprised of five members elected at-large to four year overlapping terms of office. The Council Members also serve as the Redevelopment Agency Board 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 policy, as well as a Town Attorney that reviews Council actions and policy for legal considerations. The Town Council also appoints a variety of commissions and committees.

### 2010-11 HIGHLIGHTS

- Presented the Mayor’s State of the Town
- Adopted the Development Code Update on April 27, 2010
- Adopted the Climate Action Plan on July 13, 2010
- Celebrated the grand opening of the Development Services/Conference Center Building
- Secured the rights to 709 acre-feet of water for the historic Apple Valley Country Club
- Celebrated the grand opening of the newest and largest playground in the High Desert at Civic Center Park

- Adopted the Mitigated Negative Declaration for the Yucca Loma Bridge project.
- Awarded a contract to begin clearing and tree removal within the Mojave River along the alignment of the proposed Yucca Loma Bridge
- Participated on various regional boards/joint powers authorities/committees and commissions
- Approved moving forward with the renovation and expansion of Three Diamond Skatepark to accommodate BMX freestyle bike use
- Through policy leadership, Apple Valley is continuing to strengthen infrastructure, provide vital services, fortify the Town’s financial health and increase citizen satisfaction.

## 2011-12 GOALS AND OBJECTIVES

The Town Council's Goals continue to be those adopted as Vision 2020 (Feb. 2009)

6. A strong transportation system
7. A thriving economy
8. A safe community
9. Adequate and well-maintained infrastructure
10. Ample parkland and diverse recreational opportunities

1. Highest quality staff
2. A sense of community and civic pride
3. The High Desert's premier destination
4. Respect for environment, economy and equality
5. Higher education opportunities

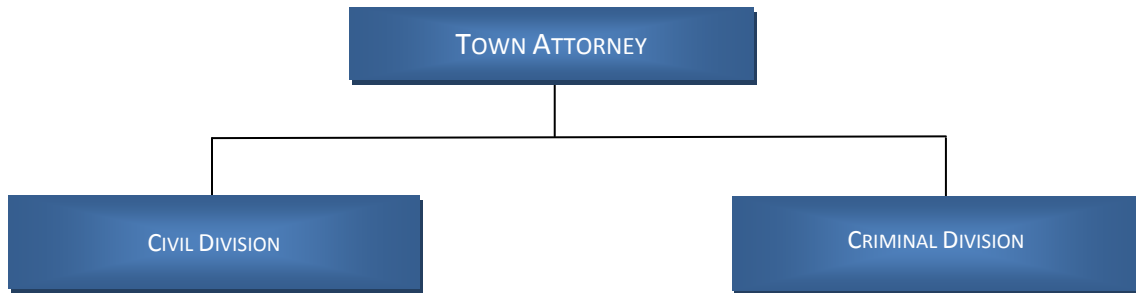
### Department Performance Measures – Town Council

	Est. FY 10-11	Goal FY 11-12
% of residents rating Town services as good or excellent	2009: 85.4	2011: 81
Legislative letters sent	2010: 15	2011: 20



<b>COUNCIL 1001-1010</b>							
<b>Code</b>	<b>Expenditure Classification</b>	<b>Actual Expense 2008-09</b>	<b>Actual Expense 2009-10</b>	<b>Amended Budget 2010-11</b>	<b>Estimated Expense 2010-11</b>	<b>% of Budget Expended</b>	<b>Adopted Budget 2011-12</b>
<b>Personnel Services</b>							
7020	Salaries & Wages, Part-time	49,765	48,660	48,660	50,282	103.3%	48,660
7110	Cafeteria Benefits	16,978	14,958	26,100	29,571	113.3%	45,845
7130	FICA	748		0			0
7150	Medicare	724	718	706	730	103.4%	706
7160	PERS	10,271	9,810	10,462	14,997	143.3%	11,987
<b>Total Personnel</b>		<b>78,486</b>	<b>74,146</b>	<b>85,928</b>	<b>95,580</b>	<b>111.2%</b>	<b>107,198</b>
<b>Operations &amp; Maintenance</b>							
7241	Meetings & Conferences	41,067	27,303	25,000	25,000	100.0%	12,500
7247	Membership & dues	48	210	110	110	100.0%	300
7253	Mileage Exp/Allowance	1,460	360	1,000	1,000	100.0%	1,000
7265	Office Supplies	425	405	500	500	100.0%	500
7277	Printing	2,460	1,840	2,000	2,000	100.0%	2,000
7289	Subscriptions	308	375	300	300		300
7295	Utilities: Phones	0	222		1,200		0
8940	Contracted Services	110,063	110,441	100,000	100,000	100.0%	50,000
<b>Total Operations &amp; Maint.</b>		<b>155,831</b>	<b>141,156</b>	<b>128,910</b>	<b>130,110</b>	<b>100.9%</b>	<b>66,600</b>
9120	Capital Outlay	0	0	0	0	0.0%	0
<b>Sub-Total</b>		<b>234,317</b>	<b>215,302</b>	<b>214,838</b>	<b>225,690</b>	<b>105.1%</b>	<b>173,798</b>
9610	Transfer to Other Funds	(72,668)	(75,355)	(96,677)	(96,677)	100.0%	
<b>Department Total</b>		<b>161,649</b>	<b>139,947</b>	<b>118,161</b>	<b>129,013</b>	<b>109.2%</b>	<b>173,798</b>
Personnel Schedule		Actual 2008-9	Actual 2009-10	Actual 2010-11	Adopted 2011-12		
Mayor & Town Council		5	5	5	5		

# 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 following core services. The Town Attorney functional services are provided on a contracted basis with external law firms.

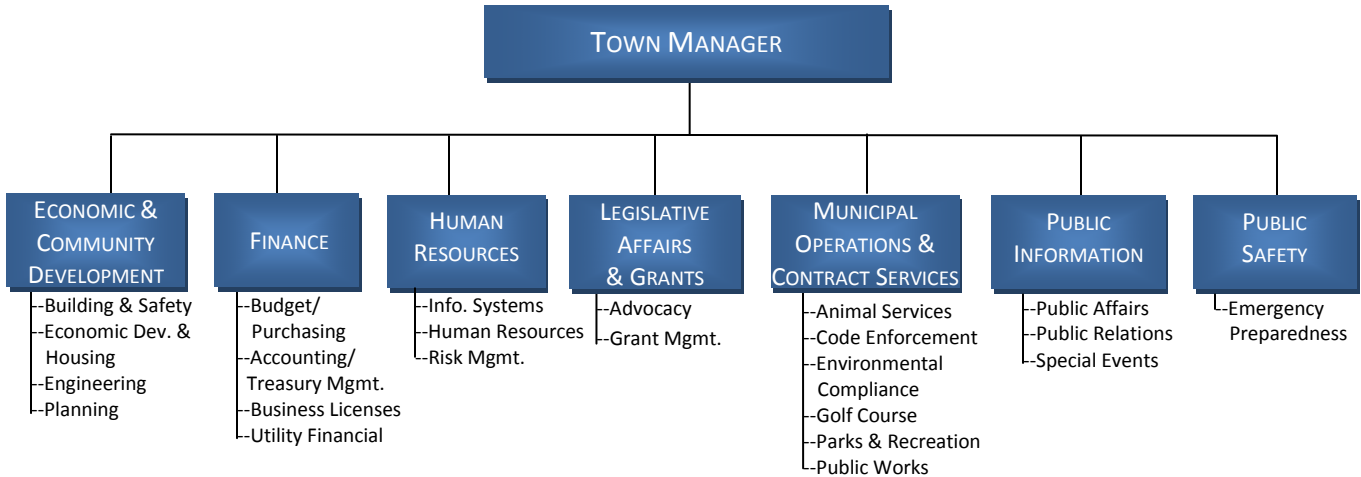
The **Criminal Division** prosecutes misdemeanors and violations of the Town’s Municipal Code. The Criminal Division works in conjunction with the Police department, County Prosecutor’s Office, San Bernardino County Superior Court, and other state and local agencies to develop programs to help reduce 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 Redevelopment Agency 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 2008-09	Actual Expense 2009-10	Amended Budget 2010-11	Estimated Expense 2010-11	% of Budget Expended	Adopted Budget 2011-12
8972	Legal Services - General	19,368	8,597				
8972-0401	Singer & Coffin	36,293	300				
8972-0402	Best, Best & Krieger	568,060	479,265	325,000	325,000	100.0%	325,000
8972-0402	Somach, Simmons & Dunn	1,313					
Total Operations & Maintenance		605,666	488,162	325,000	325,000	100.0%	325,000
9610	Transfer to Other Funds	(151,417)	(286,756)	(97,500)	(97,500)	100.0%	
Department Total		454,250	201,406	227,500	227,500	100.0%	325,000



# TOWN MANAGER



## PROGRAM DESCRIPTION

The Town Manager serves as the Chief Executive Officer of the Town and promotes the effective delivery of municipal services. The Town Manager maintains active communication with federal and state agencies, particularly in the area of economic development, transportation and water reclamation. The Town Manager ensures that Town Council policies and directions are implemented and provides executive level staff support for the Town Council in a variety of functions, including public administration, intergovernmental relations, public information, legislative advocacy, unique challenges/special projects, policy analysis and other items that are necessary to improve the functions of government. The Town Manager is responsible for the efficient and effective operation of all Town/Agency departments, programs and services. Specifically, the Town Manager’s office is responsible for financial oversight, executive level leadership, public information, legislative advocacy, emergency preparedness, grants coordination and response to citizen concerns.

### 2010-11 HIGHLIGHTS

- Improved intergovernmental relations with agencies and organizations serving Apple Valley
- Continued to build relationships with federal and state officials in Sacramento and Washington, D.C.
- Visited Legislators and Agency staff two times in Washington D.C. (US Conference of Mayors and National League of Cities Conferences)
- Continue to maintain a financially sound government

- Monthly conference calls with federal and state lobbyists
- Participated in the League of California Cities Desert Mountain Division

### 2011-12 GOALS AND OBJECTIVES

- Continue to improve services to residents
- Continue to build local and regional partnerships by working with cities and agencies
- Continue to take an active role in the League of California Cities

- Facilitate trips to Sacramento and Washington, D.C. to meet with elected representatives and agencies
- Encourage the Council to attend leadership and training workshops
- Oversee strategic planning and goals as outlined by the Town Council in Vision 2020

- Conduct a workshop to develop and implement strategies based upon the Vision 2020 Strategic Plan
- Maintain effective internal communication through management staff meetings
- Deploy staff to serve as liaisons to various committees and joint power authorities
- Continue to seek alternative funding sources via Federal and State grants

**Department Performance Measures – Town Manager**

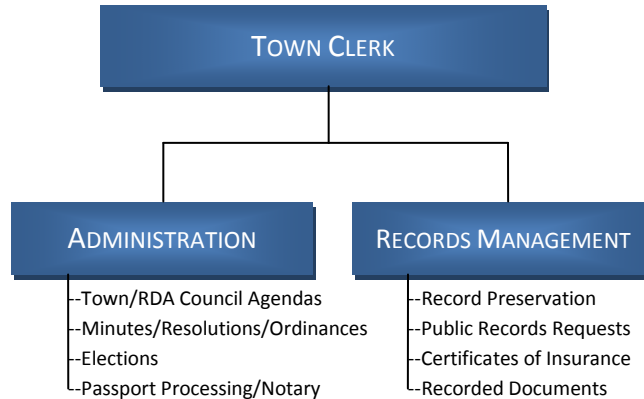
	Est. FY 10-11	Goal FY 11-12
% of residents rating Town services as good or excellent	2009: 85.4	2011: 81
Degree of readiness for emergencies	2010: 77%	2011: n/a
Legislative bills monitored	2010: 40	2011: 50
Legislative letters sent	2010: 15	2011: 20



TOWN MANAGER 1001-1030							
Code	Expenditure Classification	Actual Expense 2008-09	Actual Expense 2009-10	Amended Budget 2010-11	Estimated Expense 2010-11	% of Budget Expended	Adopted Budget 2011-12
Personnel Services							
7010	Salaries & Wages	375,240	377,052	371,072	377,895	102%	393,408
7110	Cafeteria Benefits	25,849	32,710	32,806	34,012	104%	34,246
7120	Deferred Comp	10,863	16,543	13,952	15,516	111%	14,147
7150	Medicare	5,341	5,509	4,236	5,551	131%	5,705
7160	PERS	71,682	81,850	81,933	81,932	100%	94,987
Total Personnel		488,975	513,664	503,999	514,906	102%	542,493
Operations & Maintenance							
7229	Education & Training	810	723	1,000	1,000	100%	250
7241	Meetings & Conferences	23,316	20,949	10,000	10,000	100%	5,000
7247	Memberships & Dues	3,374	3,475	750	750	100%	1,100
7253	Mileage	8,532	8,481	8,500	8,500	100%	8,500
7259	Miscellaneous	249	6				
7265	Office Supplies	1,150	84	500	500	100%	500
7277	Printing	526	26	100	100	100%	100
7289	Subscriptions	0		100	100	100%	100
8940	Contract Services	9,164	15,838	10,000	10,000	0%	5,000
9091	Vehicle Maintenance					0%	
Total Operations & Maint.		47,121	49,582	30,950	30,950	100%	20,550
Sub-Total		536,096	563,246	534,949	545,856	102%	563,043
9610	Transfer to Other Funds	(186,959)	(225,299)	(309,494)	(327,514)	106%	
Department Total		349,137	337,947	225,455	218,342	97%	563,043

	Actual 2008-09	Actual 2009-10	Actual 2010-11	Adopted 2011-12
<b>Personnel Schedule</b>				
Town Manager	1	1	1	1
Executive Secretary	1	1	1	1
MGR of Legislative Affairs & Grants	1	1	1	1
Total	3	3	3	3

# TOWN CLERK



## DEPARTMENT DESCRIPTION



"A Better Way of Life"

The Town Clerk's Office is organized into four main areas that provide services to the Town Council, Town departments and citizens. These areas are: 1) prepare agendas for and attends publicly noticed meetings and maintains minutes of those meetings in compliance with the Ralph M. Brown Act; 2) coordinates and assists with consolidated municipal elections; 3) Responsible for the Records Management for the Town preserving and protecting the Town's records while ensuring accessibility to vital information; and 4) Customer Service fulfilling records requests and providing passport and notarial services for the community.

## DIVISION/MAJOR PROGRAM DESCRIPTION

### Agenda Process

The Town Clerk's Office is responsible for preparing the Town Council/Redevelopment Agency Agendas in accordance with the Ralph M. Brown Act. Agenda packets are prepared by the Department as well as an electronic version of the packet that is made available to the public via the Town of Apple Valley website. Minutes are generated from attendance of the meetings. Follow-up documentation from actions taken at these meetings are also recorded and disseminated from this office including all resolutions and ordinances.

### Administrative Process

The Town Clerk's Office handles the filing of the Fair Political Practices Commission (FPPC) forms for the Council, various Commissions and staff. We also process all claims, subpoenas and other legal notices that are served to the Town of Apple Valley. Tracking of claims and contracts are also processed through the Town Clerk's Office. Passport and Notary Services are also provided to members of the public. The Town Clerk's Office was recently recognized by the Department of State receiving an excellent performance rating for our passport service to the community.

### **Board Administration**

The Town Clerk's Office is responsible for the maintenance and administration of the Town's Boards, Committees and Commissions. This office maintains a list of all members and copies of applications from interested individuals willing to serve on a committee are kept on file in our office for two (2) years.

### **Elections**

The Town Clerk's Office coordinates with the San Bernardino County Registrar of Voters Office to conduct Municipal Consolidates Elections every two years or as needed. As the official filing officer, the Town Clerk's Office responsibilities include preparing candidate handbooks and CD's, creation of various forms, assisting with the determination of polling locations, publication of required notices, processing candidate packets, payments and statement in accordance with all state and federal regulations.

### **Records Management**

The Town Clerk is the custodian of all Town records. The Town Clerk's Office administers a Records Management Program with a record retention program and full retrieval capability of scanned and paper records. Scanned images are housed on a Town server and paper records are stored in the Town's Record Center. The Town Clerk's Office is in the process of separating and compiling all vital records to be stored in the new vital records room. The Records Management Division is also responsible for the destruction of documents in accordance with the Town of Apple Valley Records Retention Schedule.

## **2010-11 HIGHLIGHTS**

- Completed the move and redesign of the Town Clerk's Offices.
- Recognized 35 businesses and individuals with proclamations on behalf of the Town Council.
- Processed 405 Requests for Records.
- Scanned 321,413 documents
- Imported 16,000 documents in tracking software.
- Initiated use of Track-It System for box/records retrieval.
- Processed 650 Passports.
- Received Performance Excellence from Department of State.
- Successfully completed the 2010 consolidated election under the direction of the San Bernardino County Registrar of Voters Office.
- Successfully processed the Initiative Petition regarding the proposed Wal-Mart Supercenter.

## **2011-12 GOALS AND OBJECTIVES**

- Increase the number of Request for Records processed through electronic methods.
- Import all Town of Apple Valley Claims into tracking software.
- Scan and retain all FPPC required documents in electronic format.
- Redesign and simplify the Town of Apple Valley agenda format and process.
- Complete the importing of all Town documents into tracking software.
- Relocate and reorganize all vital records into the new Vital Records Room.
- Code all Town records with the use of a handheld barcode reader.
- Conduct random tracking of the passport applications submitted to the Department of State.

Department Performance Measures – Town Clerk		
	Actual FY 10-11	Goal FY 11-12
<b>Town Clerk</b>		
Paper records requests processed	405	300
Passports processed	650	700
<b>Records Management</b>		
Documents scanned	321,413	340,000
Files stored in tracking system	16,000	20,000

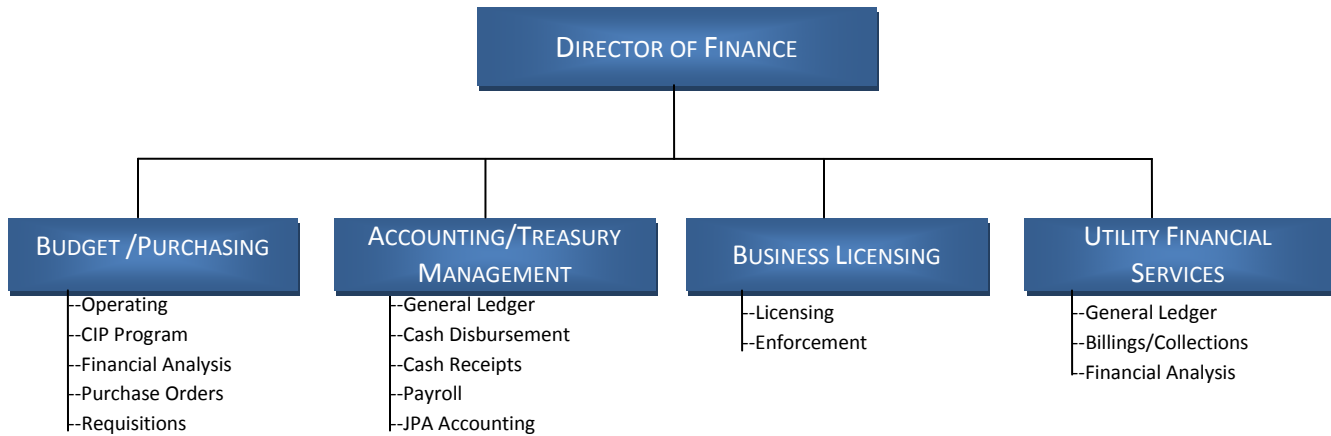


TOWN CLERK 1001-1060							
Code	Expenditure Classification	Actual Expense 2008-09	Actual Expense 2009-10	Amended Budget 2010-11	Estimated Expense 2010-11	% of Budget Expended	Adopted Budget 2011-12
Personnel Services							
7010	Salaries & Wages	231,683	282,385	293,937	293,937	100.0%	243,163
7030	Overtime	216					0
7110	Cafeteria Benefits	31,967	38,935	39,209	36,554	93.2%	27,384
7120	Deferred Compensation	5,225	9,295	7,334	9,237	125.9%	8,481
7150	Medicare	3,603	4,334	3,895	4,626	118.8%	3,526
7160	PERS	52,041	60,429	57,758	62,171	107.6%	58,509
<b>Total Personnel</b>		<b>324,735</b>	<b>395,378</b>	<b>402,133</b>	<b>406,525</b>	<b>101.1%</b>	<b>341,063</b>
Operations & Maintenance							
7205	Advertising	10,785	5,407	12,000	12,000	100.0%	6,000
7229	Education & Training	3,113	797	2,000	2,000		1,000
7241	Meetings & Conferences	3,304	3,638	5,000	5,000	100.0%	2,500
7247	Memberships & Dues	1,021	745	1,200	1,200	100.0%	1,200
7253	Mileage	6,075	5,666	6,600	6,600	100.0%	6,600
7265	Office Supplies	7,983	297	1,000	5,000	500.0%	3,000
7277	Printing	671	702	800	800	100.0%	800
7315	Election	34,046		35,000	35,000	100.0%	0
7330	Hardware/Software Supplies	9,354					0
8940	Contract Services	7,458	10,248	15,000	15,000	100.0%	15,000
<b>Total Operations &amp; Maint.</b>		<b>83,810</b>	<b>27,500</b>	<b>78,600</b>	<b>82,600</b>	<b>105.1%</b>	<b>36,100</b>
9120	Capital Outlay	0	7,063	20,000	15,000	75.0%	
	Additional Storage Shelves						
	Sub-Total	408,545	429,941	500,733	504,125	100.7%	377,163
9610	Transfer to Other Funds	(102,896)	(171,977)	(278,494)	(278,494)	100.0%	
<b>Department Total</b>		<b>305,649</b>	<b>257,964</b>	<b>222,239</b>	<b>225,631</b>	<b>101.5%</b>	<b>377,163</b>

	Actual 2008-09	Actual 2009-10	Actual 2010-11	Adopted 2011-12
<b>Personnel Schedule</b>				
Town Clerk	1	1	1	1
Deputy Town Clerk	1	2	2	2
Records Technician <sup>1</sup>	1	1	1	0
<b>Total</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>3</b>

<sup>1</sup> Authorized unfunded position

# FINANCE DEPARTMENT



## DEPARTMENT DESCRIPTION

The 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 has 10 full-time staff members composed of two management, and 8 professional/clerical positions. The Department is responsible for accounting, preparation and coordination of the Town's annual operating budget and capital improvement programming, business licensing, revenue collections, utilities financial reporting, debt management, prepares and issues 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 issuance of checks to vendors, filing annual reports required by regulatory agencies, reviewing 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 budgets, provides financial analysis in a variety of areas including legislative impacts, provide financial reports for internal and external users and debt management.

**Business License:** is responsible for licensing every type of business conducting business within the Town.

## 2011-12 PROGRAMMATIC CHANGES

The FY 11-12 proposed budget for the Finance Department is \$1,088,649, which reflects a reduction in staffing of one administrative secretary position transferred to the PIO, and reduction of \$6,200 in audit costs and miscellaneous accounts.

## 2010-11 HIGHLIGHTS

- Continued to receive the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association.
- Received Federal, State and private grants totaling approximately \$2,500,000.
- Completed an actuarial valuation of the Town's Other Post Employment Benefits (OPEB) and pension obligations.
- Continued to revise the Town's purchasing ordinance for new purchasing thresholds and other changes to enhance the purchasing function.
- Worked with various departments to update the Town's users fees & charges.
- Enhanced the accounting function for the Apple Valley Community Foundation.
- Renegotiated and reduced account analysis charges on the Town's bank accounts.
- Reconciled tax increment collections for the Town and all members of the JPA.
- Prepared a master grant listing report for grant monitoring purposes.
- Reconciled Assessment District revenue collections.
- Reformatted the operating and capital improvement budget.

- Implemented on-line payment processing for utility payments.

## 2011-12 GOALS AND OBJECTIVES

- Maintain the Town's fiscal health and provide adequate resources to fund Town services to the community.
- Perform financial responsibilities in accordance with statutory regulations and standards promulgated by professional regulatory agencies.
- Account for the Town's fiscal activities in an accurate and timely manner within generally accepted accounting principles (GAAP) and other legal requirements.
- Prepare the Town's financial statements internally in a timely manner.
- 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 to take advantage of volume discounts 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 January each year.

- Implement “Check 21” check processing procedures to greatly reduce check processing time and improve investment earnings from cash float for the Town.
- Continue to improve the formatting of the operating and capital improvement budget

### Department Performance Measures – Finance

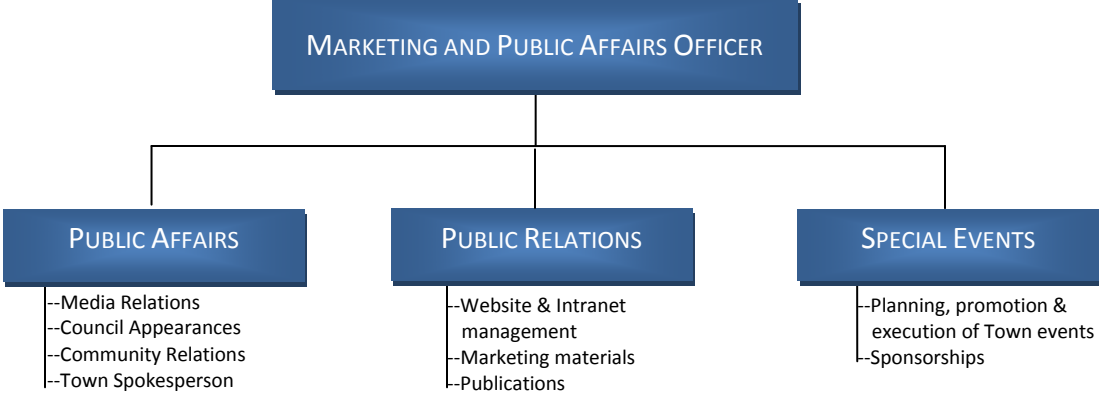
	Actual FY 09—10	Goal FY 10-11	Est. FY 10-11	Goal FY11-12
Number of Audit Adjustments (Auditor Recommended)	2	2	2	0
Years Received GFOA CAFR Award	8	9	9	10
Years Received GFOA Distinguished Budget Award	0	0	0	1
Accuracy Forecasting Expenditures – General Fund	90%	100%	95%	100%
Accuracy Forecasting Revenues – General Fund	88%	100%	95%	100%
Years Received NPI Excellence in Procurement Award	0	0	0	1
Average days to process purchase order (informal bids)	15	5	8	5
City Budgeted Funds Monitored (Millions)	107.7	105.6	105.6	
Number of budget adjustments processed	43	42	46	50
Accounts Payable Checks Issued	7,591	5,740	6,600	6,600
Number of payroll checks issued	4,657	4,100	4,690	4,690
Number of purchase orders issued	134	110	120	150
Number of contracts monitored	99	169	170	75
Number of business licenses processed	1,051	2,509	2,750	2,800
Number of accounts receivable invoices processed	42	73	80	80
Number of Utility invoices processed	149,176	121,061	149,000	149,000
Property Liens Processed	2,831	2,900	2,928	3,000
Property Liens Released	623	410	520	620
Refunds Issued	1,727	980	1,050	1,500



FINANCE 1001-1050							
Code	Expenditure Classification	Actual Expense 2008-09	Actual Expense 2009-10	Amended Budget 2010-11	Estimated Expense 2010-11	% of Budget Expended	Adopted Budget 2011-12
Personnel Services							
7010	Salaries & Wages	617,798	783,286	656,526	656,526	100.0%	685,488
7030	Salaries & Wages - Overtime	6,758	5,607	5,000	5,000	100.0%	5,000
7110	Cafeteria Benefits	86,053	97,077	94,800	91,598	96.6%	94,952
7120	Deferred Comp	12,596	12,910	14,931	5,616	37.6%	12,602
7130	FICA		7,340		7,865		0
7150	Medicare	9,513	11,819	10,487	10,179	97.1%	9,940
7160	PERS	140,216	138,187	115,128	115,128	100.0%	167,467
<b>Total Personnel</b>		<b>872,934</b>	<b>1,056,226</b>	<b>896,872</b>	<b>891,912</b>	<b>99.4%</b>	<b>975,449</b>
Operations & Maintenance							
7229	Education & Training	6,654	4,684	5,000	5,000	100.0%	2,500
7241	Meetings & Conferences	5,396	6,720	4,000	4,000	100.0%	2,000
7247	Memberships & Dues	2,254	1,325	2,200	2,200	100.0%	2,200
7253	Mileage	6,125	6,247	6,000	6,000	100.0%	6,000
7259	Miscellaneous		152		2,700		500
7265	Office Supplies	3,389	3,677	4,000	4,000	100.0%	4,000
7277	Printing	509	1,184	1,000	1,000	100.0%	1,000
7289	Subscriptions		207				0
7330	Hardware/Software Supplies	6,861		0	40	0.0%	500
7370	Special Dept Supplies		877				0
8916	Audit	39,100	35,000	40,000	44,000	110.0%	40,000
8940	Contracted Services	50,842	84,015	50,000	50,000	100.0%	50,000
9610	Transfer - 5040	(1,933)	(1,968)				
9610	Transfer - 5050	(1,933)	(1,968)				
<b>Total Operations &amp; Maint.</b>		<b>117,264</b>	<b>140,152</b>	<b>112,200</b>	<b>118,940</b>	<b>106.0%</b>	<b>108,700</b>
9120	Capital Outlay - Accounting Softw	145,856	6,117				
<b>Department Sub-Total</b>		<b>1,136,054</b>	<b>1,202,495</b>	<b>1,009,072</b>	<b>1,010,852</b>	<b>100.2%</b>	<b>1,084,149</b>
9610	Transfer to Other Funds	(816,185)	(901,871)	(994,359)	(994,359)	100.0%	
<b>Department Total</b>		<b>319,869</b>	<b>300,624</b>	<b>14,713</b>	<b>16,493</b>	<b>112.1%</b>	<b>1,084,149</b>

	Actual 2008-09	Actual 2009-10	Actual 2010-11	Adopted 2011-12
<b>Personnel Schedule</b>				
Finance Director	1	1	1	1
Finance Manager	1	1	1	1
Accountant II	1	1	1	1
Accounting Technician	2	2	2	2
Account Clerk II	2	2	2	2
Account Clerk I	1	1	0	0
Grant Specialist		1	0	0
Administrative Secretary		1	1	0
Office Assistant	0	0	1	1
Customer Service Representative	1	1	2	2
<b>Total</b>	<b>9</b>	<b>9</b>	<b>11</b>	<b>10</b>

# PUBLIC INFORMATION



## DEPARTMENT DESCRIPTION

Oversee external and internal communication programs; manage media relations (inquiries; news releases; public service announcements); produce internal and external newsletters; develop and implement communication plans for Town services, programs and issues; act as liaison to the community; serve as the Public Information Officer during emergencies; provide graphic arts, photography, desktop publishing and design standards support for all departments; prepare speeches and presentations; oversee content management of public website and employee intranet; implement special projects including Adopt-A-Street/Trail and Military Banner Honors program. The Marketing and Public Affairs Officer serves as staff liaison to the Historical Advisory Committee and supports the Town's marketing efforts relative to Economic Development. The Department also includes the Event Coordinator (funded through Parks & Recreation) who organizes an annual calendar of special events.

## 2011-12 PROGRAMMATIC CHANGES

One FTE Administrative Assistant that has been housed in Public Information, though primarily funded and supporting other departments, will be fully funded in and provide support to PIO functions. The State of the Town video previously funded through Contract Services in the Town Council budget is now reflected in PIO.

## 2010-11 HIGHLIGHTS

- Produced 4 issues of the Our Town newsletter, which received an Award of Distinction from the California Association of Public Information Officials in 2010.
- Conducted a town-wide biennial citizen satisfaction survey. 79% were satisfied with the Town's communication efforts.

- Presented a calendar of more than 20 special events, with our Sunset Concert Series voted a "Best of the Desert" event by Daily Press readers.
- Implemented the new employee Intranet, working with Information Services and Human Resources personnel.
- Provided assistance to various departments in marketing and communication plans for town

programs and services, including many press releases, flyers, ads and other means of outreach.

- Launched a YouTube channel to showcase short videos of Town events and programs.
- Started the Town Facebook and Twitter accounts, with more than 2000 and 350 followers, respectively.
- Overhauled the event sponsorship program to include a professional brochure and video.

## 2011-12 GOALS AND OBJECTIVES

- Investigate and implement methods to increase subscribers and users of electronic communication methods, including social media sites and e-Newsletters.

- Further our use of video as a means of promoting Town programs and services.
- Increase sponsorship of Town events and programs.
- Implement consistent methods to solicit feedback from attendees of special events.
- Initiate planning for the Town’s Silver Anniversary in 2013.
- Conduct audit of use of town logos; develop standard templates
- Increase support of marketing and outreach efforts of other departments.

### Department Performance Measures – Public Information

	Actual FY 10-11	Goal FY 11-12
<b>Public Information</b>		
Percentage of news releases resulting in story	Not tracked	90%
News releases issued	Not tracked	N/A
<b>Events</b>		
Total attendance	<b>30,000</b>	<b>32,000</b>

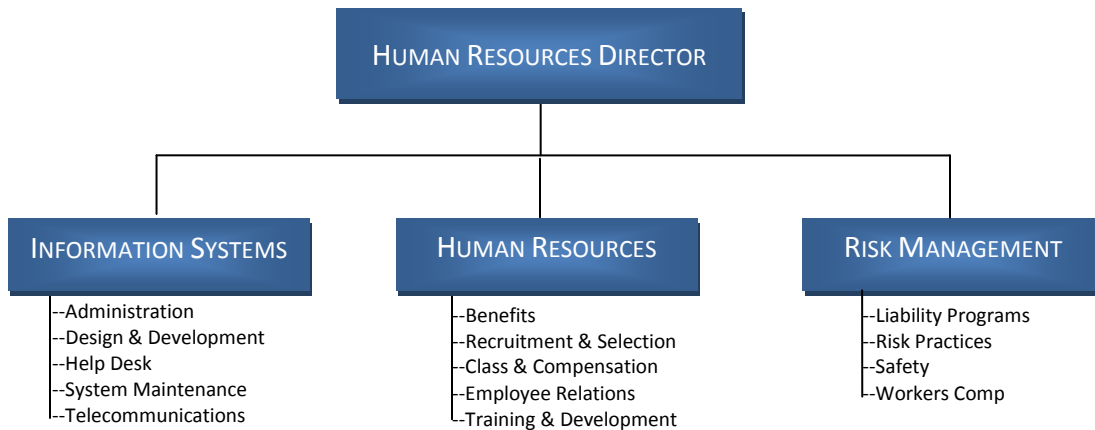


PUBLIC INFORMATION 1001-1070							
Code	Expenditure Classification	Actual Expense 2008-09	Actual Expense 2009-10	Amended Budget 2010-11	Estimate Expense 2010-11	% of Budget Expended	Adopted Budget 2011-12
Personnel Services							
7010	Salaries & Wages	121,172	135,643	136,600	140,316	102.7%	198,008
7030	Salaries, over-time	1,025	1,823	1,000	1,798	179.8%	1,000
7110	Cafeteria Benefits	15,662	15,639	15,780	15,728	99.7%	27,667
7120	Deferred Comp	2,464	4,784	2,675	4,830	180.6%	3,860
7150	Medicare	1,959	2,178	1,985	2,266	114.2%	2,871
7160	PERS	30,955	29,269	29,375	30,493	103.8%	48,775
Total Personnel		173,237	189,336	187,415	195,431	104.3%	282,181
Operations & Maintenance							
7205	Advertising	7,404	9,151	15,000	15,000	100.0%	12,000
7211	Council & Commissions	1,302	682	1,500	1,500		1,500
7229	Education & Training	703	1,412	1,200	1,200	100.0%	600
7241	Meetings & Conferences	3,890	4,381	4,000	4,000	100.0%	2,000
7247	Memberships & Dues	945	2,032	2,000	2,000	100.0%	2,500
7253	Mileage	553	5,095	6,000	6,000	100.0%	5,600
7265	Office Supplies	1,478	1,129	1,500	1,500	100.0%	1,200
7271	Postage	21,900	24,550	20,000	20,000	100.0%	20,000
7277	Printed Materials -	21,638	36,450	30,000	30,000	100.0%	30,000
7289	Subscriptions	469	326	400			250
7330	Hardware/Software Supplies	0	11,185	6,000	6,000	100.0%	5,000
7327	Grand Openings			1,730	1,730	100.0%	2,000
7370	Special Dept. Supplies	12,439	12,729	8,500	8,500	100.0%	8,000
7860	Community Enhancement	3,218	7,197				
7865	Community Support	3,717	6,849	6,000	6,000	100.0%	6,000
7977	Adopt a Street/Trail	3,450	1,982	2,000	2,000	100.0%	1,500
8940	Contract Services	214	10,760	25,000	25,000	100.0%	20,000
9052	Gas, Diesel, Oil	154	154	500	500	100.0%	500
9091	Vehicle Maintenance	965	1,203	2,000	2,000	100.0%	2,000
Total Operations & Maint.		84,439	137,267	133,330	132,930	99.7%	120,650
Special Events							
7805	Anniversary Celebration	15,195					
7810	Community Clean-up	3,573		7,000	7,000	100.0%	6,000
7830	Tree Lighting	300		3,000	3,000	100.0%	3,000
7840	Community Yard Sales	214					
Total Special Events		19,282	0	10,000	10,000	100.0%	9,000
Sub-Total		276,958	326,603	330,745	338,361	102.3%	411,831
9610	Transfer to Other Funds	(115,282)	(114,311)	(164,508)	(164,508)	100.0%	
Department Total		161,676	212,292	166,237	173,853	104.6%	411,831

	Actual 2008-09	Actual 2009-10	Actual 2010-11	Adopted 2011-12
<b>Personnel Schedule</b>				
Public Information Officer	1	1	1	1
Event Coordinator	1	1	1	1
Public Relations Specialist	1	1	1	1
Administrative Secretary	0	0	0	1
Total	3	3	3	4

\* The Event Coordinator works closely with the Public Information Officer and is charged to this account and transferred back to Parks & Recreation for efforts expended in that department

# HUMAN RESOURCES



## DEPARTMENT DESCRIPTION

It is the role of the Human Resources Department to provide quality customer service in the areas of Recruitment and Selection, Classification and Compensation, Benefits Administration, Employee Relations, Employee Training and Development, Workers Compensation, Safety, Liability Programs, Risk Management, and the Information Systems Department. The Human Resources Department is authorized for four full time staff positions to handle all of the Human Resources and Risk Management duties. The Human Resources Department recognizes that employees are the most valuable resource to the Town and strives to treat every employee equally with the respect and dignity that they deserve.

### 2010-11 HIGHLIGHTS

- Updated screening process to provide a multifaceted background check for all newly hired Town staff.
- Implemented the E-Verify system to electronically verify the employment eligibility of newly hired employees with the US Department of Homeland Security, US Citizenship and Immigration Services Standards.
- Successfully completed in-house recruitments for key positions within the Town to include the Director of Finance.
- In conjunction with the CJPIA, successfully rolled out online employee training which reduced the need for travel time to offsite training locations.
- Transitioned over the Town's Volunteer Program and actively marketed the program

to Town Departments to supplement the department's staffing during this challenging economic time.

- Streamlined the New Hire Orientation process for full time employees while developing a separate new hire process for part time and seasonal employees.

### 2011-12 GOALS AND OBJECTIVES:

- Update the Personnel Policy and Procedure Manual and receive approval from Town Council.
- Work with Benefits Broker to negotiate the most cost effective medical benefits for Town staff while striving to keep costs down.
- Streamline Human Resources processes to maximize the efficiency of department staff.

**Department Performance Measures – Human Resources**

	Actual FY 09-10	Actual FY 10-11	Goal FY 11-12
Employee issues resolved prior to appeal	7	4	5
Retirements	2	1	1
Grievances filed	1	0	0
Grievances resolved without appeal	1	0	1
Training hours per employee (average)	7.5	7.5	8
Workplace injury claims filed	13	6	6

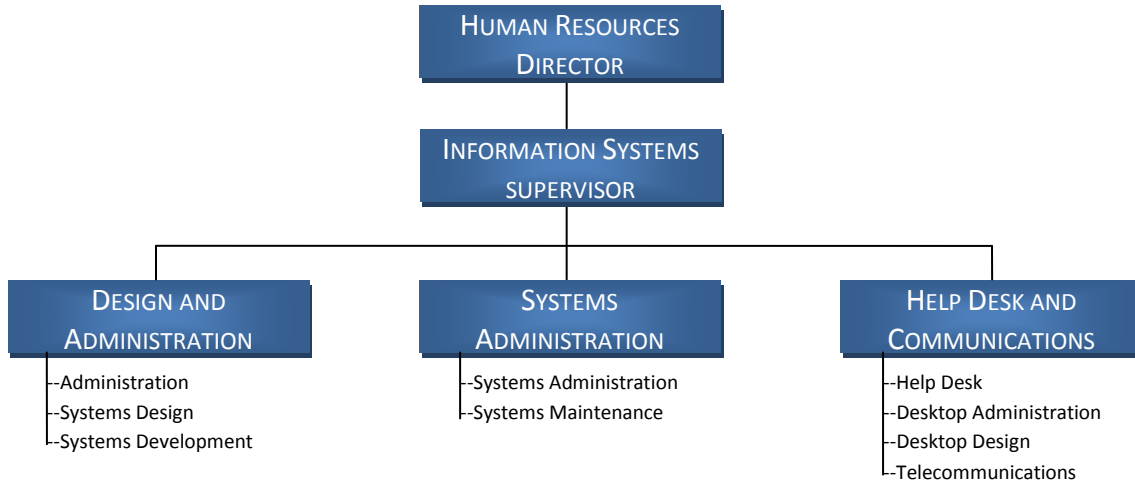




HUMAN RESOURCES 1001-1080							
Code	Expenditure Classification	Actual Expense 2008-09	Actual Expense 2009-10	Amended Budget 2010-11	Estimated Expense 2010-11	% of Budget Expended	Adopted Budget 2011-12
Personnel Services							
7010	Salaries & Wages	404,715	321,263	302,454	302,454	100.0%	313,524
7030	Overtime	6,085	16	0	0	0.0%	0
7110	Cafeteria Benefits	58,684	30,725	37,700	32,702	86.7%	32,939
7120	Deferred Comp	6,197	9,545	9,800	10,521	107.4%	9,997
7140-1	Health/Other Benefits/Retirees		5,000				
7150	Medicare	6,096	5,479	4,500	4,448	98.8%	4,465
7160	PERS	90,923	62,844	69,000	65,381	94.8%	75,841
<b>Total Personnel</b>		<b>572,700</b>	<b>434,872</b>	<b>423,454</b>	<b>415,506</b>	<b>98.1%</b>	<b>436,766</b>
Operations & Maintenance							
7180	Uniforms	1,068	0	0		0.0%	0
7205	Advertising	2,091	2,605	3,000	3,000	100.0%	3,000
7229	Education & Training	11,542	1,937	1,500	1,500	100.0%	1,500
7241	Meetings & Conferences	738	2,914	4,000	4,000	100.0%	2,000
7247	Memberships & Dues	420	979	1,000	1,000	100.0%	1,000
7253	Mileage	156	3,596	5,300	5,300	100.0%	6,000
7259	Miscellaneous Costs	85		0		0.0%	0
7265	Office Supplies	5,954	1,671	2,000	2,000	100.0%	2,000
7277	Printing	496	333	500	500	100.0%	500
7289	Subscriptions	4,761	2,420	1,700	1,700	100.0%	2,000
7330	Hardware/Software Supplies	610,646	33,949	500	500	100.0%	1,000
7370	Special Dept Supplies	793	73	500	500	0.0%	500
8940	Contract Services	22,301	3,689	33,600	33,600	0.0%	12,500
8972	Legal Services	10,106	837	1,500	1,500	100.0%	750
<b>Total Operations &amp; Maint.</b>		<b>671,157</b>	<b>55,003</b>	<b>55,100</b>	<b>55,100</b>	<b>100.0%</b>	<b>32,750</b>
Sub-Total		1,243,857	489,875	478,554	470,606	98.3%	469,516
9610	Transfer to Other Funds	(633,167)	(269,390)	(276,660)	(276,660)	100.0%	
<b>Department Total</b>		<b>610,690</b>	<b>220,485</b>	<b>201,894</b>	<b>193,946</b>	<b>96.1%</b>	<b>469,516</b>

	Actual 2008-09	Actual 2009-10	Actual 2010-11	Adopted 2011-12
<b>Personnel Schedule</b>				
Director of Human Resources			1	1
Admin.Services Manager	1	1	0	0
Human Resources Manager			1	1
Human Resources Coordinator	1	1	0	0
Human Resources Assistant			1	1
Information Systems Technician	2			
Information System Supervisor	1			
Senior Office Assistant	1	1	1	1
<b>Total</b>	<b>6</b>	<b>6</b>	<b>4</b>	<b>4</b>

# INFORMATION SYSTEMS



## PROGRAM INFORMATION

The Information Systems Division works with all other departments throughout the Town to ensure that all technology needs are being met and used effectively to advance the organizational goals of the Town. As such, the IS Division is responsible for the design, development, maintenance and administration of all communications and computer systems. The Information Services Department is authorized for three full time staff positions. IS supports a Wide Area Network with 4 distinct locations, 8 Local Area Networks, 251 computers, 40 servers, 88 databases, and 6 operating systems.

## 2011-12 PROGRAMMATIC CHANGES

Purchase four (4) additional blade servers to replace two (2) seasoned rack mounted servers and to provide additional computing power for both the Town’s Server and Workstations clusters. Doing so frees a significant amount of rack real estate in the datacenter, lowers our carbon footprint (for example, the refrigeration systems work less with less heat to displace and these systems are simply more power efficient) and lowers the operational overhead of IS in support of the Town’s overall charge to reduce operational expenses during this economic downturn.

## 2010-11 HIGHLIGHTS

- Finished organization-wide deployment of energy efficient thin clients.
- Reduced operational costs and improved E-Mail usability by eliminating Blackberry devices and upgrading to Android smart phones.
- Significantly reduced operational costs by migrating to Konica Minolta printing systems.
- Upgraded backup systems to provide better disaster resiliency and improved data recoverability

- Successful design and implementation of network and telephony infrastructures at both the new Animal Shelter and Development Services sites.

## 2011-12 GOALS AND OBJECTIVES

- Improve the Town’s disaster recovery stance, by extending its power run time in response to adverse power conditions from utility.
- Enhance the Town’s desktop and server processing capabilities by adding processing resources to its burdened virtual infrastructure.

- Develop and establish a regular informative technology newsletter for town staff to better empower them with tools and information to perform business in the most efficient manner.

- Continue providing complete operational support to Town departments for its technological needs.

**Department Performance Measures – Information Systems**

	Actual FY 10-11	Goal FY 11-12
TOAV Sites Serviced	4	4
Data backed up nightly (gigabytes)	600	1800
Printing/Copying devices	57	58
Networking equipment managed	19	21
Outgoing emails processed	61,500	65,000
Incoming emails processed	1,650,000	1,750,000
SPAM email blocked (incoming)	1,370,000	1,450,000
<b>Help Desk Statistics</b>		
• Service requests processed	1843	1500
• Average time per request	84	60
Computer systems managed	318	318
• File servers	40	43
• Workstations	251	251
• Laptops	27	27
User accounts managed	302	302

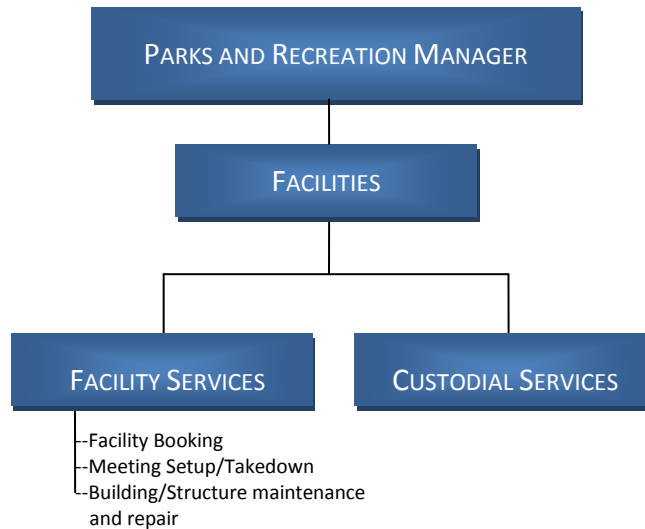


INFORMATION SYSTEMS 1001-1090							
Code	Expenditure Classification	Actual Expense 2008-09	Actual Expense 2009-10	Amended Budget 2010-11	Estimated Expense 2010-11	% of Budget Expended	Adopted Budget 2011-12
Personnel Services							
7010	Salaries & Wages		201,176	196,469	196,469	100.0%	191,900
7030	Overtime		6,494	2,500	2,500	100.0%	2,500
7110	Cafeteria Benefits		32,834	31,950	33,204	103.9%	33,415
7120	Deferred Comp		1,592	1,550	1,606	103.6%	1,612
7150	Medicare		2,968	2,625	2,802	106.7%	2,713
7160	PERS		38,890	40,250	40,005	99.4%	47,271
	<b>Total Personnel</b>	<b>0</b>	<b>283,954</b>	<b>275,344</b>	<b>276,586</b>	<b>100.5%</b>	<b>279,411</b>
Operations & Maintenance							
7180	Uniforms			1,200	1,200	100.0%	750
7229	Education & Training			500	500	100.0%	250
7241	Meetings and Conferences		42				
7253	Mileage			100	100	100.0%	100
7265	Office Supplies			500	500	100.0%	500
7289	Subscriptions		209	250	250	100.0%	250
7330	Hardware/Software Supplies/Exp		213,291	80,000	80,000	100.0%	85,000
8940	Contract Services			165,000	165,000	100.0%	165,000
	<b>Total Operations &amp; Maint.</b>	<b>0</b>	<b>213,542</b>	<b>247,550</b>	<b>247,550</b>	<b>100.0%</b>	<b>251,850</b>
9120	Capital Outlay	0	0	0	0		0
	Sub-Total	0	497,496	522,894	524,136	100.2%	531,261
9610	Transfer to Other Funds	0	(273,623)	(301,519)	(340,688)	113.0%	
	<b>Department Total</b>	<b>0</b>	<b>223,873</b>	<b>221,375</b>	<b>183,448</b>	<b>82.9%</b>	<b>531,261</b>

	Actual 2009-10	Actual 2010-11	Adopted 2011-12
<b>Personnel Schedule</b>			
Information Systems Technician	2	2	2
Information System Supervisor	1	1	1

GENERAL GOVERNMENT 1001-1200							
Code	Expenditure Classification	Actual Expense 2008-09	Actual Expense 2009-10	Amended Budget 2010-11	Estimated Expense 2010-11	% of Budget Expended	Adopted Budget 2011-12
Operations & Maintenance							
7140	Health Benefits - Retirees	7,009	19,037	19,000	19,000	100.0%	19,000
7205	Advertising	370		400	400		400
7217	Credit Card Costs	32,263	36,805	25,000	25,000	100.0%	25,000
7229	Education & Training	514	1,154	1,500	1,500	100.0%	1,500
7235	Insurance	656,876	575,927	785,000	785,000	100.0%	785,000
7247	Memberships & Dues	44,890	42,862	55,000	55,000	100.0%	55,000
7259	Miscellaneous	16,042	7,915	3,000	6,000	200.0%	3,000
7265	Office Supplies	28,395	23,014	28,000	28,000	100.0%	28,000
7271	Postage	41,063	35,517	45,000	45,000	100.0%	45,000
7277	Printing	5,312	3,878	5,000	5,000	100.0%	5,000
7289	Subscriptions	0	0	500	500	100.0%	500
7310	Assessment district Costs	12,224	12,222	12,300	12,300		12,300
7345	Prior Period Adjustment		182,000				
7330	Hardware/Software Supplies	0		0			
7345	Misc Refunds			100,000	100,000		0
7375	Staff Services	719		800	800		800
8916	Audit		1,341	0			
8940	Contract Services	53,263	54,804	50,000	50,000	100.0%	50,000
8972	Legal Services	16,314	4,152	5,000	5,000	100.0%	5,000
9065	Leased Equipment		347		2805		0
9610	Transfer - 8110	75,945		0			
Total Operations & Maintenance		991,199	1,000,975	1,135,500	1,141,305	100.5%	1,035,500
Capital Expenditures							
9120	Capital Outlay	2,908					0
Total Capital Expenditures		2,908	0	0	0	0.0%	0
Debt Service							
9840	Principle	11,669	12,327	15,000	15,000	100.0%	13,694
9860	Interest	6,470	5,812	7,000	7,000	100.0%	4,445
Total Debt Service		18,139	18,139	22,000	22,000	100.0%	18,139
Sub-Total		1,012,246	1,019,114	1,157,500	1,163,305	100.5%	1,053,639
730	Transfer from Other Fund	(585,840)	(662,340)	(755,625)	(755,625)	100.0%	
9999	Transfer Out - Parks & Rec. Fund 2510						800,690
Department Total		426,406	356,774	401,875	407,680	101.4%	1,854,329

# PUBLIC FACILITIES



## DEPARTMENT DESCRIPTION

The Division is responsible for the custodial duties at Town Hall, the Development Services Building, and the Police Department as well as maintenance and minor repair duties at all public buildings. The Division also handles the set up and operations of public meetings in Town facilities as well as all meeting and rental bookings in the new Town Hall Conference Center.

## 2011-12 PROGRAMMATIC CHANGES

The Public Facilities Budget houses General Government expenses for building operations and maintenance. These costs include utilities, copier leases, building maintenance etc. With the new Town Hall Conference Center coming on line, a .5 FTE position is being brought on to coordinate the many meetings and rentals during the year. The realignment of the custodial staff over the last year enables development of a dedicated position without the increased allocation of additional funds. Having a dedicated person coordinating the set-up and uses of the Conference Center on a consistent basis will ensure that the Conference Center is used to its full potential and provides state of the art meeting space for the community.

## 2010-11 HIGHLIGHTS

- Aided in the remodel of Town Hall and the Police Department.
- Worked with various departments to slurry seal front parking lot and secure parking lot at Town Hall.
- Developed protocol, rules and procedures to ensure that meetings and rentals that take place in the new conference center are enjoyable and professionally run.

- The IS Department made a change to the copier services in the Town resulting in a savings of over \$110,000 per year. The payback for the capital outlay will be realized within 14 months.

## 2011-12 GOALS AND OBJECTIVES

- Develop a Track-it work request program for general maintenance requests.
- Slurry seal rear parking lot at Town Hall.
- Develop signage plan throughout the Town Hall complex.

**Department Performance Measures – Public Facilities**

	Actual FY 08-09	Actual FY 09-10	Projected FY 10-11	Goal FY 11-12
<b>Conference Center uses</b>	n/a	n/a	135	250
Square footage of public facilities	51,000	78,000	104,000	123,950



PUBLIC FACILITIES 1001-1400							
Code	Expenditure Classification	Actual Expense 2008-09	Actual Expense 2009-10	Amended Budget 2010-11	Estimated Expense 2010-11	% of Budget Expended	Adopted Budget 2011-12
Personnel Services							
7010	Salaries & Wages	69,802	195,212	219,137	219,137	100.0%	219,322
7010	Salaries/Benefit Allocation	213,015					
7020	Salaries Part-time	2,133	14,381	45,000	45,000	100.0%	45,000
7030	Overtime	446	1,284	1,500	4,585	0.0%	1,500
7110	Cafeteria Benefits	16,077	44,817	54,000	48,611	90.0%	51,019
7120	Deferred Comp	67	229	225	223	99.1%	332
7130	FICA	108	301	850	199	23.4%	351
7150	Medicare	1,073	3,062	4,100	3,501	85.4%	3,561
7160	PERS	15,718	43,946	51,750	48,731	94.2%	59,101
	<b>Total Personnel</b>	<b>318,439</b>	<b>303,232</b>	<b>376,562</b>	<b>369,987</b>	<b>98.3%</b>	<b>380,186</b>
Operations & Maintenance							
7180	Uniform Expense	1,692	1,565	2,500	2,500	100.0%	2,250
7223	Disposal Services		10,547	10,000	10,000	100.0%	18,000
7259	Miscellaneous	1,131	18	500	500	100.0%	500
7265	Office Supplies	2,976	74	250	250	100.0%	150
7277	Printing		129				
7295	Utilities: Phones, internet, etc.	2,516	102,910	1,800	1,800	100.0%	1,800
7295	Utilities	130,635	106,821	226,000	226,000	100.0%	232,000
7360	Safety/Security	3,890	4,082	5,200	5,200	100.0%	4,200
7375	Staff Services	13,409	9,081	12,500	12,500	100.0%	10,000
7655	Building Maintenance	48,703	43,540	75,000	75,000	100.0%	67,500
7755	Grounds Maintenance	8,625	7,549	3,500	3,500	100.0%	2,500
7780	Irrigation Supplies	950	608	800	800	100.0%	700
7970	Small Tools	812	475	800	800	100.0%	600
8940	Contracted Services	1,167	1,579	1,350	1,350	100.0%	1,400
9026	Equipment Maintenance	2,998	600	2,500	2,500	100.0%	2,000
	Misc. Utilities	91,281					0
9039	Equipment Rental	0		500	1,160	232.0%	900
9052	Gasoline, Oil, Etc.	1,596	1,737	2,500	2,500	100.0%	1,800
9065	Leased Equipment	141,020	101,515	200,000	200,000	100.0%	95,000
9078	Safety Equipment	0	696	400	400	0.0%	500
9091	Vehicle Maintenance	333	1,384	2,500	2,500	100.0%	1,200
9370	DSB Water Damage 2010				1,928		
	<b>Total Operations &amp; Maint.</b>	<b>453,734</b>	<b>394,910</b>	<b>548,600</b>	<b>551,188</b>	<b>100.5%</b>	<b>443,000</b>
Capital Expenditures							
9120	Capital Outlay	80,647	11,486				
9300	Capital Projects	6,780		20,000	20,000	0.0%	15,000
	<b>Total Capital Expenditures</b>	<b>87,427</b>	<b>11,486</b>	<b>20,000</b>	<b>20,000</b>	<b>100.0%</b>	<b>15,000</b>
Debt Service - Transfers							
9999-4105	1999 COP	409,709	384,906	502,725	502,725	100.0%	400,000
9999-4106	2001 COP	241,011	268,577	311,491	311,491	100.0%	283,500
9999-4108	2007 COP	943,200	402,339	883,237	883,237	100.0%	893,349
9610-4910				40,000	15,000		
9610-4730			1,435,753				
	<b>Total Debt Service</b>	<b>1,593,920</b>	<b>2,491,575</b>	<b>1,737,453</b>	<b>1,712,453</b>	<b>3</b>	<b>1,576,849</b>
	<b>Sub-Total</b>	<b>2,453,520</b>	<b>3,201,203</b>	<b>2,682,615</b>	<b>2,653,628</b>	<b>98.9%</b>	<b>2,415,035</b>
9610	Transfer to Other Funds	(1,112,023)	(1,856,699)	(1,595,591)	(1,595,591)	100.0%	
	<b>Department Total</b>	<b>1,341,497</b>	<b>1,344,504</b>	<b>1,087,024</b>	<b>1,058,037</b>	<b>97.3%</b>	<b>2,415,035</b>



**PUBLIC FACILITIES 1001-1400**

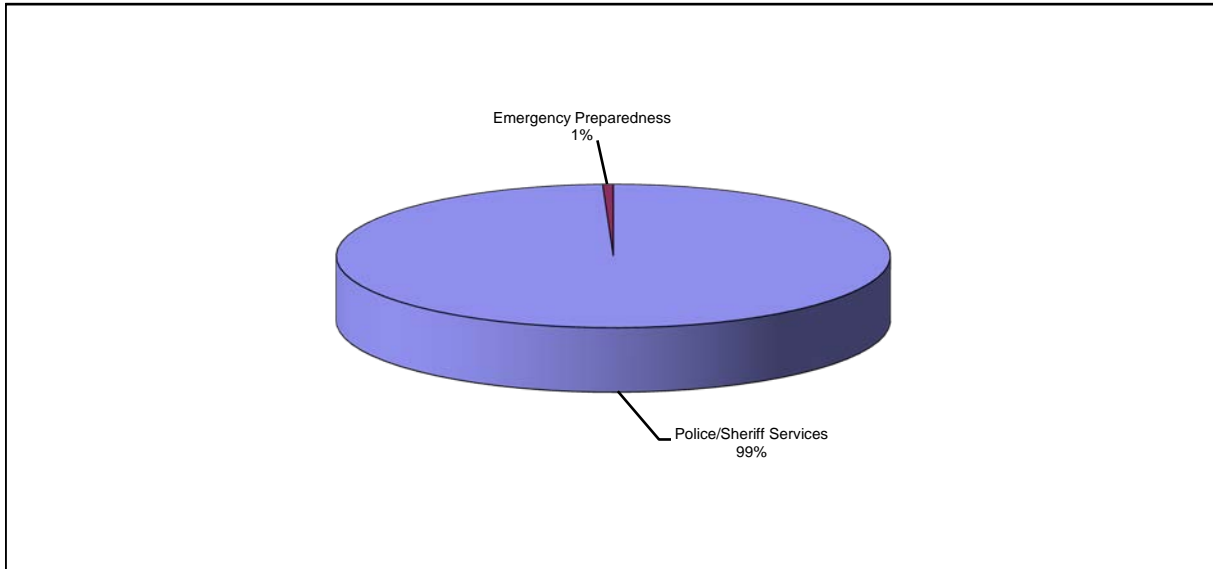
<b>Code</b>	<b>Expenditure Classification</b>	<b>Actual Expense 2008-09</b>	<b>Actual Expense 2009-10</b>	<b>Amended Budget 2010-11</b>	<b>Estimated Expense 2010-11</b>	<b>% of Budget Expended</b>	<b>Adopted Budget 2011-12</b>
	<b>Personnel Schedule</b>	Actual 2008-09	Actual 2009-10	Actual 2010-11	Adopted 2011-12		
	Full Time:						
	Maintenance Worker 1	0.5	0.5	(2) .5	(2) .5		
	Maintenance Worker 2			0.5	0.5		
	Custodian	3	3	3	3		
	Maintenance Aide	0.24	0.24	2	2		
	Totals	3.74	3.74	6.5	6.5		

This page intentionally left blank.

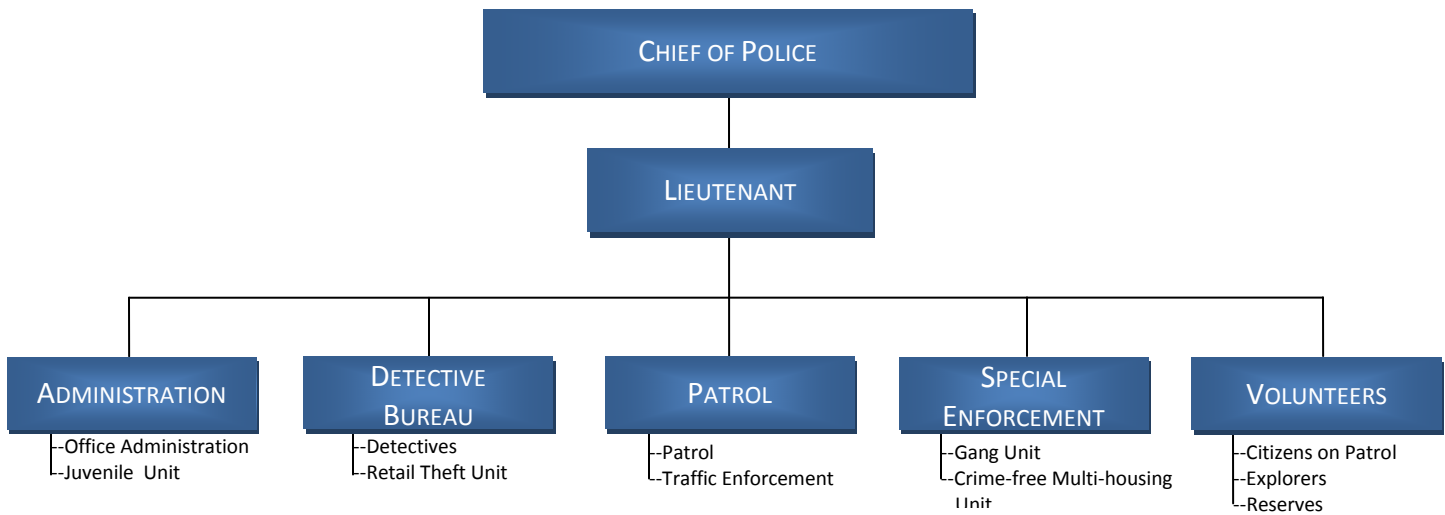


## 2011/12 Public Safety Expenditures

Police/Sheriff Services	\$10,837,583
Emergency Preparedness	67,275
Total-Public Safety	<u><u>\$10,904,858</u></u>



# PUBLIC SAFETY



## DEPARTMENT DESCRIPTION

The Town of Apple Valley contracts with the San Bernardino County Sheriff’s Department for all its law enforcement services. At the local level, the Apple Valley Police Department provides around the clock patrol services, traffic enforcement, investigations, and an operations bureau, which includes crime prevention services.

The crime prevention/community based services include Crime Free Multi-Housing, Crime Free Business, Neighborhood Watch, and the Apple Valley Police Activities League (AVPAL). AVPAL operates a boxing gym and a youth center, providing the area youth a safe haven, tutoring, and activities after school. Some of those activities include opportunities that the area youth might not otherwise engage in, such as fishing, golf, and exposure to music and other arts. AVPAL targets at risk youth in yet another impressive program called S.H.O.C.K. (Self-Discipline-Honor-Obedience-Character-Knowledge). S.H.O.C.K. is a ten-week paramilitary program focused on providing juveniles with the social and decision making skills necessary to deal with the pressures they face. This program is taught alongside the “Parent Project” which gives parents tools to meet the challenges of raising children. AVPAL’s operating budget is entirely funded by grants and donations.

In 2007, the Apple Valley Police Department dedicated a deputy to address gang issues in the area. As the need for gang expertise and enforcement grew so too did the unit. The personnel (a sergeant and five deputies) making up the operations bureau are dedicated to identifying local gangs and their members, preventing local groups from mutating into gangs, and the detection of gang members who have migrated to the Town of Apple Valley. This unit is focused on reducing violent crimes and apprehending the offenders associated with criminal gangs that threaten the community.



Beyond the station level, the Sheriff’s Department provides extensive support during critical incidents and offers an array of specialized services. The specialized services, which include Homicide, Crimes Against Children, Bomb/Arson, Narcotics, SWAT, CSI, Crime Impact, Gang, Aviation, and High-Tech Crimes, offer a level of specific area expertise and logistical support in emergency or critical incident situations.

## 2010-11 HIGHLIGHTS

- Completed the station expansion project.
- Patrol schedule revised to 3x12 for better coverage and cost saving measures.
- Decreased OT expenditures by 16%.
- Operated multiple sobriety and “click it or ticket” checkpoints supported by NHTSA grant funding.
- Supplemented the juvenile officer positions through SLESF-COPS grant funds.
- SJHS, CDBG, and JAG grant funds were dedicated to AVPAL.
- Initiated a calls for service reduction plan, utilizing the Problem Oriented Policing (POP) model, to identify those areas in the community which drain the public safety resources.
- Created an operations bureau dedicated to gang suppression and reducing violent crimes. The operations bureau also provides community based services and outreach to include Crime-Free multi Housing, Crime-Free Business, and Neighborhood Watch programs.
- Deputies recovered property totaling almost \$500,000.00.
- Deputy Bryan Zierdt was awarded the Bronze Medal for Outstanding Performance by the Coupon Information Center Corporation for his investigation of a counterfeit coupon case, which involved \$182,000.00 in the sale of merchandise fraudulently obtained from retail stores in a year’s time. Zierdt is only the second deputy sheriff in the country to receive this award.
- In 2010, Citizens on Patrol (COP) volunteered 15,480 hours, which equates to \$317,340.00 in cost savings.

COPs performed vacation checks, extra patrols, issued handicap parking citations, assisted at DUI checkpoints, crime sweeps, and provided traffic control at traffic accidents. COPs also recorded graffiti sites for abatement, did weekly mail and automotive runs, and assisted at numerous Town functions.

- Explorers volunteered 4,527 hours, a cost savings of \$39,611.00 in 2010. Those hours included training and ride along duties and assisting at Town and County charity and community outreach events.
- The reserve deputies volunteered 2,429 hours in 2010, serving warrants, augmenting patrol, and providing assistance at special events, a cost savings of \$98,375.00.
- Secured Homeland Security Grant Program funds.
- Asset Forfeiture monies procured.

## 2011-12 GOALS AND OBJECTIVES

- Continue providing professional public safety services to the Town of Apple Valley.
- Seek out and secure additional grant funding for AVPAL and other police services.
- Further reductions in overtime.
- Continue promoting police/community partnerships.
- Complete the relocation of AVPAL Youth Center.
- Reduce calls for service to create proactive patrol time.
- Reduce Part I crime stats.
- Provide crime prevention techniques and education to the community at large

### Department Performance Measures – Police Department Station Activity

	2009	2010	09-10	2011
Calls for Service	56,659	55,700	-2%	NA
Deputy Reports	7,969	8,472	6%	NA
Arrests (Adult Booking)	1,749	1,843	5%	2% increase
Traffic Collisions	711	736	4%	NA
Traffic Citations Issued	6,779	6,019	-11%	NA
Residents per Deputy	1,888	1,946	3%	NA
Patrol Deputies	37	36	-3%	37
Part I Crimes	2,348	2,511	7%	3% Reduction
Part II Crimes	5,772	6,071	5%	2% Reduction
Total Crimes	8,120	8,582	6%	2% Reduction

PUBLIC SAFETY - SHERIFF 1001-2010							
Code	Expenditure Classificati	Actual Expense 2008-09	Actual Expense 2009-10	Amended Budget 2010-11	Estimated Expense 2010-11	% of Budget Expendec	Adopted Budget 2011-12
Operations & Maintenance							
7180	Uniform Expenses	4,500	4,500	4,500	4,500	100.0%	4,500
7229	Education & Training	248					
7241	Meetings & conferences	593	873		1,000		
7247	Membership & Dues	718	3,004				
7259	Miscellaneous	2,152	1,524	5,000	1,000	20.0%	1,000
7265	Office Supplies	426	9,803	1,000	6,000	0.0%	6,000
7271	Postage	4,686	4,936	4,000	4,000	0.0%	4,000
7277	Printing	815	1,308	1,500	1,500	0.0%	1,500
7283	Rent	5,100	7,200	5,400	3,000	0.0%	3,000
7289	Subscriptions	146	345	500	580	0.0%	600
7295	Utilities	5,522	8,232	7,000	7,000	100.0%	7,000
7330	Hardware/Software	306	132	200	200		200
7360	Safety & Security	4,323			30	0.0%	
7370	Special Dept Supplies						
7375	Staff Services	190	1,494	1,500	1,500	0.0%	1,500
7720	Sobriety Checkpoint	67,769	44,089	25,000		0.0%	25,000
7710	Click it or Ticket	7,873	7,127	15,000			15,000
7655	Building Maintenance				300		-
7970	Small Tools	341	176	150	150		150
8920	A. V. Road Safety Projec	-		-			-
8928	Booking Fees	-					
8936	Cal-ID Systems	52,723	73,137	75,000	73,350	97.8%	75,000
8940	Contracted Services	1,861	1,366	1,000	1,000	0.0%	1,000
8948	County Sheriff	9,575,392	9,489,221	9,910,000	9,910,000	100.0%	10,288,133
9026	Equipment Maintenance	3,197	272	200	750	0.0%	200
9052	Gasoline, Oil, Etc.	258,024	158,238	200,000	200,000	100.0%	220,000
9065	Leased Equipment		22,094	8,724	8,724		8,800
9091	Vehicle Maintenance	215,839	195,086	175,000	175,000	100.0%	175,000
<b>Total Operations &amp; Maint</b>		<b>10,212,744</b>	<b>10,034,157</b>	<b>10,440,674</b>	<b>10,399,584</b>	<b>99.6%</b>	<b>10,837,583</b>
9120	Capital Outlay	-	-		-	0.0%	
		10,212,744	10,034,157	10,440,674	10,399,584	99.6%	10,837,583

	Actual 2008-09	Actual 2009-10	Actual 2010-11	Adopted 2011-12
<b>Personnel Schedule</b>				
Captain	1	1	1	1
Lieutenant	1	1	1	1
Sergeants	7	7	7	7
Deputies III	5	5	5	5
Deputies II	35	35	37	37
Secretary I	1	1	1	1
Office Specialists	7	7	7	7
Service Specialists	6	6	6	6
<b>Total Personnel</b>	<b>63</b>	<b>63</b>	<b>65</b>	<b>65</b>

EMERGENCY PREPAREDNESS 1001-2020							
Code	Expenditure Classification	Actual Expense 2008-09	Actual Expense 2009-10	Amended Budget 2010-11	Estimated Expense 2010-11	% of Budget Expended	Adopted Budget 2011-12
	Operations & Maintenance						
7229	Education & Training	4,000	1,685	3,000	3,000	100.0%	3,000
7241	Meetings & Conferences	2,000	391	800	800	100.0%	800
7265	Office Supplies	1,000	608	1,500	716	47.7%	1,500
7277	Printing	0				0.0%	
7295	Radios				44		
7350	Public Information	3,000	1,725	1,500	1,500	100.0%	1,500
7370	Special Dept Supplies - Vehicle Maint.	0	1,878				
8940	Contract Services *	58,500	81,993	82,000	82,740	100.9%	60,475
9091	Vehicle Maintenance		165				
	Total Operations & Maint	68,500	88,445	88,800	88,800	100.0%	67,275
9120	Capital Outlay	5,000	0	0	0	0.0%	
	Department Total	73,500	88,445	88,800	88,800	100.0%	67,275

\*Contract with Apple Valley Fire Protection District for the Town's share of the Emergency Preparedness work provided by AVFPD

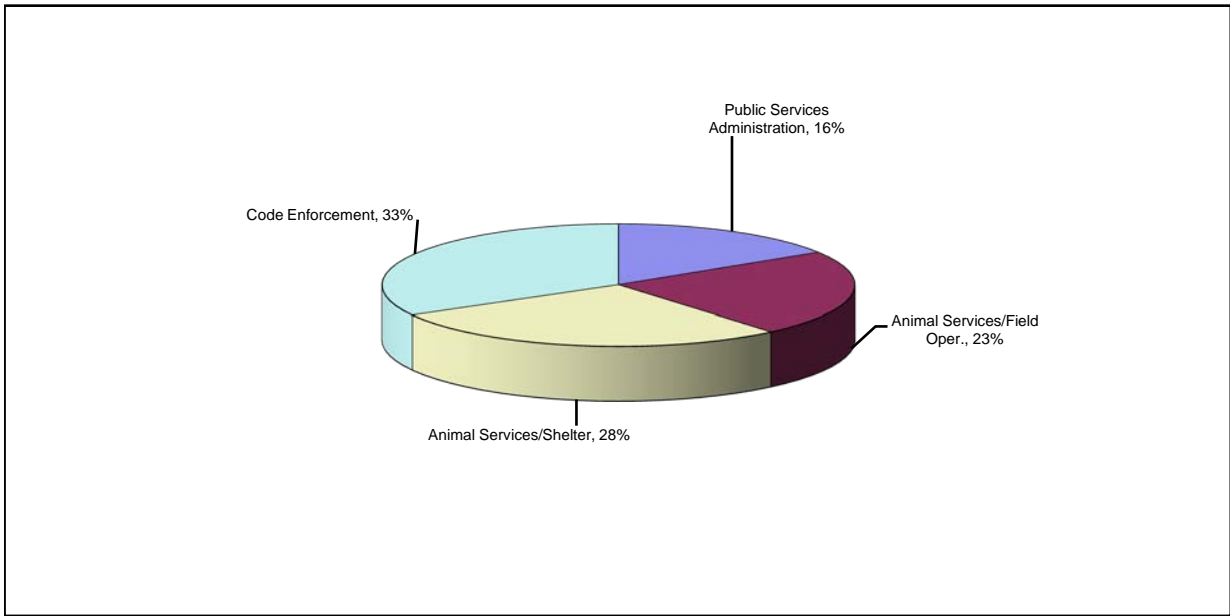
This page intentionally left blank.



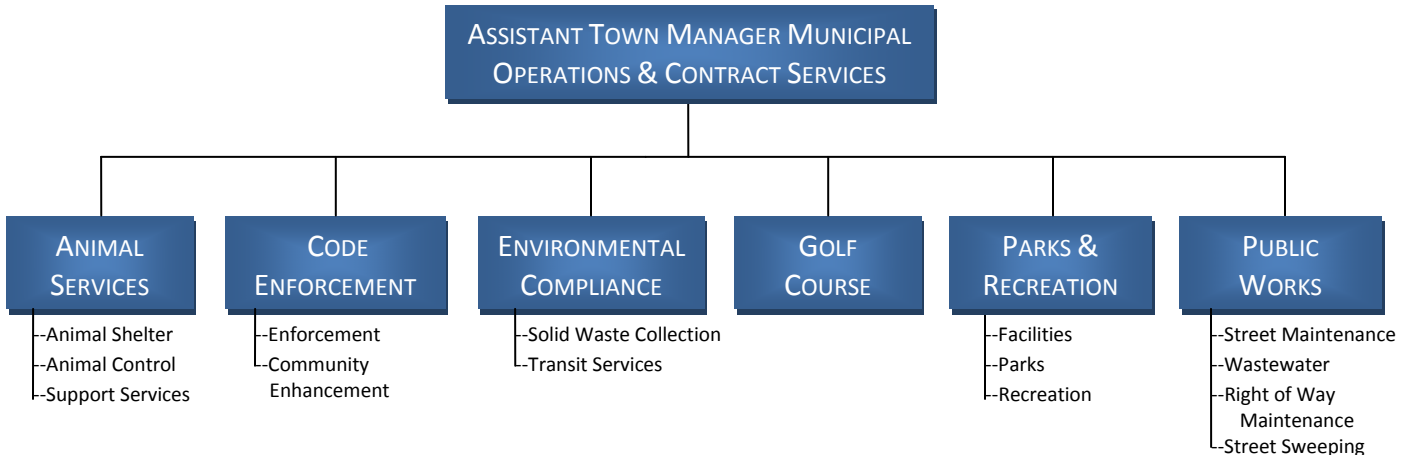


## 2011/12 Public/Municipal Services Expenditures

Public Services Administration	\$511,457
Animal Services/Field Oper.	728,357
Animal Services/Shelter	890,311
Code Enforcement	1,058,776
Total-Public Services	<u><u>\$3,188,901</u></u>



# PUBLIC SERVICES/MUNICIPAL OPERATIONS AND CONTRACT SERVICES



## DEPARTMENT DESCRIPTION

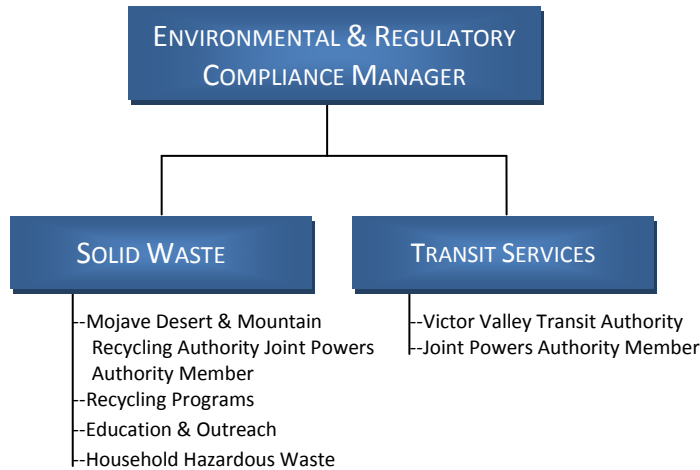
Public Services operates as the administrative head of the Public Works, Street Maintenance, Wastewater, Animal Services, Environmental Compliance, Code Enforcement, Parks and Recreation, Golf Course, Solid Waste Collection and Transit Services. Public Services is responsible for contract administration, budget development and management, developing and administering policies and procedures, managing correspondence, receiving and responding to inquiries and customer services requests, communicating, coordinating and responding to internal departments, external agencies, regulatory bodies and presides over the day-to-day operations of the various department functions. Public Services reviews and updates the public works, wastewater and street maintenance activities and information on the Town’s website. The department also serves as the Town’s liaison to the Victor Valley Wastewater Reclamation Authority (VWRA) for wastewater collection, treatment and disposal and represents its departments at Town Council meetings. The Assistant Town Manager, as the Town’s Public Services Division Head also represents the Town of Apple Valley as a member of the Town’s Disaster preparedness Council, and is an appointed member on the League of California Cities Transportation, Communication & Public Works State Policy Committee, Water Policy Committee and participates in the Desert Mountain Division of the League of California Cities. The Public Services department is an active participant at the VWRA Technical Advisory Committee (TAC), providing technical review and advice to the Town’s appointed Commissioner on VWRA Board of Commissioners.

### Department Performance Measures – Public Services

	Actual FY 09-10	Projected FY 10-11	Projected FY 11-12
Requests for Service	699	650	675



# ENVIRONMENTAL & REGULATORY COMPLIANCE



## DEPARTMENT DESCRIPTION

Overall responsibility for compliance on the part of the Town with environmental regulations and legislation as the same change from time to time. Separate reports on compliance are required by various state agencies on overall waste diversion and recycling activities Town-wide, specific performance by the Household Hazardous Waste (HHW) Collection Center which is mandated by AB 939, volume of HHW collected, volume of electronic waste collected monthly, volume of electronic waste collected July through June (fiscal year), cost of electronic waste collection January through December, cost of operation of HHW and percentage applicable to Oil Payment Program (OPP), application for OPP moneys, quarterly audit of HHW cash box, quarterly submission of oil collection report for state rebate. Ongoing interaction with county, state and federal environmental agencies is important to keep the Town abreast of and in compliance with changing regulatory requirements. To this end, regular meetings are attended with the county’s Solid Waste Advisory Task Force and two of its technical committees, which are required by AB 939. Participation is also important at the county-wide Zero Waste Communities meeting, with HHW county managers and the SoCal HHW Information Exchange, the Mojave Desert & Mountain Recycling JPA Board and its Technical Committee, and quarterly meetings of the League’s Environmental Quality Policy Committee. During monthly meetings with the MRF operations contractor and co-owner City of Victorville the efficiency and cost of operations are reviewed and new technologies are considered. An additional responsibility is interacting with the regional transit agency, Victor Valley Transit Authority (VVTA), to ensure deliverance of good quality transit services to the residents, make the best use of funds designated for transit, and use available grant funds locally to improve bus stops as funding permits. It is also important to coordinate with other departments and assist in preparing applications for grant funding as it becomes available.



## 2010-11 HIGHLIGHTS

- Appointed to League of California Cities' Environmental Quality Policy Committee for third year
- Application accepted as participant in League's "Beacon Award: Local Leadership for Solving Climate Change"
- Appointed to co-chair county's Solid Waste Management Task Force Technical Committee
- Began collecting per gallon rebate for used oil collected through HHW
- Renewed Approved Electronic Waste Collector status with CalRecycle and DTSC
- Completed all RFPs and signed contracts to finish photovoltaic project begun in May 2009

- All required reports submitted timely to Air Resources Board, CalRecycle and Department of Toxic Substances Control
- Town-wide disposal rate remains well below target ceiling

## 2011-12 OBJECTIVES/GOALS:

- Submit draft Environmental Policy to Council for its consideration and approval or direction.
- Ensure completion of three remaining bus stop improvements with Article 3 funds (SANBAG).
- Ensure Council adopts a mandatory commercial recycling program that will comply with new state regulations to be enacted in January 2012.
- Seek to engage appropriate Apple Valley businesses in contributing to the new composting project at the MRF

### Department Performance Measures – Environmental and Regulatory Compliance

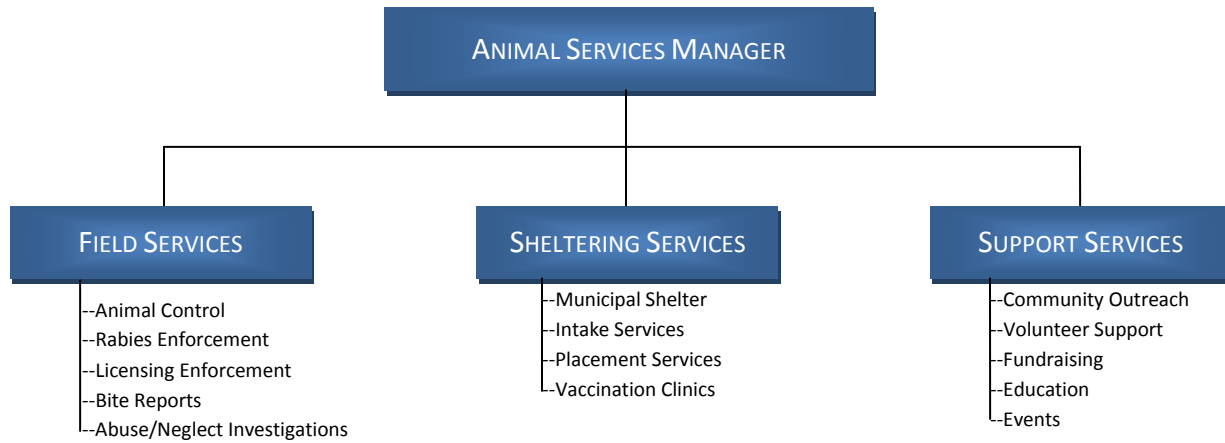
	Actual 2009	Actual FY 10-11	Goal FY 11-12
Increase recycling at MRF by 5%			5932 tons
Implement 3 best practice areas towards the Town's Silver Level Beacon Award*	n/a	n/a	3
Maintain per capita disposal rate well below target ceiling of 6.6 pounds per person per day	3.9	4.3 (est.)	<6.6



PUBLIC SERVICES - ADMINISTRATION 1001-3010							
Code	Expenditure Classification	Actual Expense 2008-09	Actual Expense 2009-10	Amended Budget 2010-11	Estimated Expense 2010-11	% of Budget Expended	Adopted Budget 2011-12
Personnel Services							
7010	Salaries & Wages, Permanent	223,798	349,182	360,932	360,932	100.0%	360,750
7110	Cafeteria Benefits	20,855	31,643	31,675	33,382	105.4%	33,610
7120	Deferred Comp	8,449	14,688	12,515	14,211	113.6%	12,702
7150	Medicare	3,196	5,061	5,065	5,246	103.6%	5,231
7160	PERS	54,192	74,330	75,075	76,706	102.2%	88,864
<b>Total Personnel</b>		<b>310,490</b>	<b>474,904</b>	<b>485,262</b>	<b>490,477</b>	<b>101.1%</b>	<b>501,157</b>
Operations & Maintenance							
7229	Education & Training	840	3,369	2,000	2,000	100.0%	250
7241	Meetings & Conferences	6,250	4,799	3,500	3,500	100.0%	2,750
7247	Memberships & Dues	0	216				300
7253	Mileage	179	234	4,000	4,000	100.0%	1,000
7259	Misc				150		100
7265	Office Supplies	245	151	500	500	100.0%	500
7277	Printing	55	13	100	100	0.0%	0
7289	Subscriptions	0	82	200	200	100.0%	100
7330	Hardware/Software Supplies	528					1,500
7385	Volunteer Program		75				0
8940	Contract Serices						0
9052	Gasoline, Diesel, Oil	285	1,339	1,200	1,200	100.0%	2,500
9091	Vehicle Maintenance	305	646	1,300	1,300	100.0%	1,300
<b>Total Operations &amp; Maint</b>		<b>8,687</b>	<b>10,924</b>	<b>12,800</b>	<b>12,950</b>	<b>101.2%</b>	<b>10,300</b>
<b>Department Sub-Total</b>		<b>319,177</b>	<b>485,828</b>	<b>498,062</b>	<b>503,427</b>	<b>101.1%</b>	<b>511,457</b>
9610	4910		(1,998)				
9610	Transfer to Other Funds	(177,740)	(338,682)	(437,675)	(437,675)	100.0%	
<b>Department Total</b>		<b>141,437</b>	<b>145,148</b>	<b>60,387</b>	<b>65,752</b>	<b>108.9%</b>	<b>511,457</b>

	Actual 2008-09	Actual 2009-10	Actual 2010-11	Adopted 2011-12
<b>Personnel Schedule</b>				
Assistant Town Manager, Munic	1	1	1	1
Environmental/Reg Manager			1	1
Public Services Assistant	1	1	1	1
<b>Totals</b>	<b>2</b>	<b>2</b>	<b>3</b>	<b>3</b>

# ANIMAL SERVICES



## DEPARTMENT DESCRIPTION



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

high quality animal care services that preserve and protect public health and safety and ensures the humane treatment and care of all animals.

## DIVISION/MAJOR PROGRAM DESCRIPTION

**Administration:** Provides overall management of the Animal Services Department’s functions; closely monitors staffing levels, animal legislation, and procedures to ensure efficiency of operations and compliance with applicable laws; facilitates public/private partnerships to provide long-term placement of sheltered animals and identifies and obtains funding for programs supporting the “Save a Life” campaign. The “Save a Life” campaign is designed to reduce intakes, increase return-to-owners, reduce euthanasia, and increase live release rates.

**Field Services Division - Animal Control:** This Division’s primary role is rabies enforcement, which includes the control of animals running at large, bite report and cruelty investigations, enforcement of animal keeping laws, noise complaints, assisting injured animals, and school-site visits.

**Sheltering Services Division – Municipal Shelter:** This Division’s primary role is sheltering, which includes the housing of surrendered, abandoned, and impounded animals within the parameters of the law, permanent placement services, including coordination with rescue organizations and wildlife preserves, conducting low-cost vaccination clinics, and volunteer training.

**Support Services:** Under the direction of the Animal Services Manager, existing staff are assigned to *project support teams* that are tasked with organizing events, training, and activities in the following areas:

**Community Outreach:** Responsible for developing partnerships with local businesses, rescues, foster homes and adoptees to provide access to services provided by the department and establish a network of resources to increase permanent placement of animals.

**Volunteer Support:** Coordinates recruiting, screening and training of Animal Services' volunteers, which supplement staffing levels, strengthen the Department's ability to care for shelter animals and increases staff participation in community events.

**Me & My Shadow Program** – Mentoring program designed to instill responsible pet-ownership at an early age and provide positive work ethics in our future community leaders.

**Transition Partnership Program-** A School-to-Work transition program that provides work experience and helps young people become productive members of society in the future. This is a partnership with the San Bernardino County Superintendent of Schools through the Desert Mountain Special Education Local Plan Area (SELPA).

**CALWorks Program** - A cooperative effort with the Department of Public Social Services (DPSS) that provides job skills training designed to allow participants to become self-sufficient and independent working citizens.

**Fundraising:** Responsible for strengthening social connections and fundraising activities such as, Dining to Donate, Spay Day USA, Adopt-a-Shelter Cat Month, Adopt-a-Shelter Dog Month, etc. Fundraising is an important component to augmenting Animal Services' "Save a Life" program and outreach projects without impacting the general fund.

**Education:** Responsible for coordinating professional training and community education classes/seminars. Providing affordable Humane Education raises community awareness of homelessness, neglect, pet overpopulation, animal bites, and disease.

**Events:** Responsible for the annual planning of the Fur Ball, Cruisin' Fur Critters, Pet Fair, Night at the Shelter, Shelter Tours, etc.,

## 2011-12 PROGRAMMATIC CHANGES

On April 6, 2010, the Town of Apple Valley Animal Services' Department moved into the newly constructed Municipal Shelter. The new 36,000 square foot building, compared to 8,000 square feet in the old, was designed to meet the needs of animals and their potential owners for the next twenty years. This purpose built shelter is a significant upgrade from the old temporary shelter and puts the Town of Apple Valley at the forefront of municipal animal care. With this move, sheltering capacity for animals and office space for personnel increased however, funded staffing levels decreased from 17 FTE's (2009/2010) to 16 FTE's (2010/2011). Even with the staffing decreases, Animal Services provides all of the daily facility maintenance, landscaping care, routine equipment servicing, and janitorial support for the new shelter. Excluding assistance from Information Systems and routine inspections provided by Facilities, Animal Services has remained self-sufficient for operation and maintenance in an effort to control costs.

## 2010-11 HIGHLIGHTS

- Over 21,496 guests have visited the new Municipal Shelter (April 2010 – April 2011)
- Animal Services Technicians handled over 14, 568 phone calls from July 1, 2010 – April 30, 2011
- Rescued the "Mohawk Dogs" – 56 dogs were removed from a home and 4 were born in the shelter. Through successful partnerships with local

businesses, 87% of the animals were placed in permanent loving homes.

- Kicked off participation in the ASPCA 100K challenge by "Letting the Dogs Out." Volunteers walked 60 shelter dogs to draw attention to the shelters efforts. Apple Valley placed 53 out of 95 nationwide, earning an alternate spot in the race for \$300K
- Events such as the Pet Fair, Fur Ball, and Cruisin' Fur Critters were successful in raising awareness of the

“Saving Lives Campaign” and monetary support for animal care. Over \$9000 raised

- Hosted 50 overnight guests for “Night at the Shelter.” The excursion allowed participating Girl Scouts to earn merit badges and learn about pet-owner responsibility first-hand.

## 2011-12 GOALS AND OBJECTIVES

- Promote responsible pet-ownership and offer incentives for voluntary spay/neuter.
- Offer reduced microchip services to all Apple Valley animals to facilitate return-to-owners in the field,
- Identify local animal rescue organizations willing to provide services for residents that need assistance in re-homing their animals.
- Obtain private funding for grants to assist qualifying residents with medical costs and/or licensing fees to assist them in keeping their pets in their homes.

- Formalize animal rescue and adoption organization agreements to reduce transfer fees and permit temporary foster homes by August 2011.
- Conduct offsite adoption events and develop partnerships with other agencies and organizations to increase the number of animals saved via adoption, rescue, foster, etc.
- Identify cost saving measures and begin vaccinating all adoptable animals that enter into the shelter.
- Increase fundraising through events and sponsorships.
- Improve rabies enforcement by increasing the number of stray dogs impounded and the number of houses canvassed.
- Support the expansion of vaccination clinics through collaboration with other agencies.
- Promote low-cost vaccination clinics.

### Department Performance Measures – Animal Services

	FY 09-10	FY 10-11*	Goal FY 11-12
Live Intakes - Cats	1985	1830	Reduce 20%
Live Intakes - Dogs	2678	2630	Reduce 20%
Live Intakes - Other	278	252	N/A
Return-to-Owner - All	514	436	N/A
Return-to-Owner - Field	N/A	N/A	150
Live Releases - Cats	291 (15%)	205 (11%)	30%
Live Releases - Dogs	1156 (43%)	1175 (45%)	60%
Live Releases - Other	36 (7%)	26 (10%)	25%
Service Requests	5693	4906	N/A
Houses Canvassed	3089	980	3500
Stray Dog Impounds	1829	1734	2280
Dogs Licensed	9533	8457	90% of Dogs Identified through canvassing efforts as over 4months
Rescue Agreements	N/A	N/A	3
Transfer Agreements	0	0	10
Re-Homing Agreements	0	0	3
Vaccination Clinics Offered	6	6	8
Revenues from Clinics	\$13,995	\$29,326	N/A
Animals Microchipped	740	801	1100
Clinic Flyers Distributed	N/A	N/A	2000
Vaccinated Dogs	1040	866	1200
Annual Events (Fur Ball, Pet Fair, etc.)	3	5	8
Offsite Adoption/ Events	2	7	10

FY 10-11 = 7/1/10 – 4/30/11



ANIMAL SERVICES - FIELD SERVICES 1001-2120							
Code	Expenditure Classification	Actual Expense 2008-09	Actual Expense 2009-10	Amended Budget 2010-11	Estimated Year End 2010-11	% of Budget Expended	Adopted Budget 2011-12
Personnel Services							
7010	Salaries & Wages - Permanent	373,367	389,193	408,250	402,283	98.5%	410,729
7030	Salaries & Wages - Overtime	7,163	11,249	8,000	12,474	155.9%	8,000
7110	Cafeteria Benefits	67,478	59,178	68,625	68,449	99.7%	70,093
7120	Deferred Comp		2,290	3,485	2,266	65.0%	3,481
7150	Medicare	6,021	5,926	5,975	6,231	104.3%	5,956
7160	PERS	86,164	82,189	88,000	84,106	95.6%	101,175
<b>Total Personnel</b>		<b>540,193</b>	<b>550,025</b>	<b>582,335</b>	<b>575,809</b>	<b>98.9%</b>	<b>599,434</b>
Operations & Maintenance							
7180	Uniform Expense	2,457	2,634	2,500	3,000	120.0%	3,000
7205	Advertising	296	140	1,250	1,250	100.0%	1,000
7223	Disposal Services				388		1,025
7229	Education & Training	1,415	261	2,000	2,000	100.0%	900
7241	Meetings & Conferences	1,038	828	2,000	2,000	100.0%	900
7247	Memberships & Dues	0	205	250	250	100.0%	250
7259	Miscellaneous	368	70				0
7265	Office Supplies	3,396	1,965	1,500	2,250	150.0%	2,250
7277	Printing	1,718	2,230	2,500	2,500	100.0%	2,000
7289	Subscriptions	318	408	400	400	100.0%	300
7295	Utilities	2,008	5,137	26,225	38,246	145.8%	38,000
7310	Assessment District Costs		800		760		1,773
7330	Hardware/Software Supplies	2,054	510	4,500	4,500	100.0%	4,000
7360	Safety and security						675
7370	Special Department Supplies	4,014	572	5,400	5,400	100.0%	5,000
7655	Building maintenance				750		500
8940	Contracted Services	637	1,543	1,200	1,000	83.3%	750
8944	County Public Health	2,500	2,500	2,500	2,500	100.0%	2,500
8956	Drugs/Vaccinations	52	0	0	0		0
8960	Emergency Veterinary Services	0			(68)		0
8972	Legal Services	6,739	826	3,000	500	16.7%	500
8988	Spay/Neuter Program	50,767	48,065	38,000	38,000	100.0%	35,000
8992	Stiles Removal/D&D Removal	5,700	5,825	6,000	6,000	100.0%	6,000
9013	Communications Equipment	374	0	0	0		0
9026	Equipment Maintenance	42	95	500	300	60.0%	300
9052	Gasoline, Diesel and Oil	16,532	13,763	18,000	14,000	77.8%	14,000
9065	Leased Equipment			3,578	3,578	100.0%	4,800
9078	Safety Equipment	64	0	0	0		500
9091	Vehicle Maintenance	4,870	1,348	4,000	4,000	100.0%	3,000
<b>Total Operations &amp; Maint.</b>		<b>107,359</b>	<b>89,725</b>	<b>125,303</b>	<b>133,504</b>	<b>106.5%</b>	<b>128,923</b>
Capital Expenditures							
9120	Capital Outlay	62,514	313	0	0		0
<b>Total Capital Expenditures</b>		<b>62,514</b>	<b>313</b>	<b>0</b>	<b>0</b>		<b>0</b>
<b>Department Total</b>		<b>710,066</b>	<b>640,063</b>	<b>707,638</b>	<b>709,313</b>	<b>100.2%</b>	<b>728,357</b>

	Actual 2008-09	Actual 2009-10	Actual 2010-11	Adopted 2011-12
<b>Personnel Schedule</b>				
Animal Services Manager		0.50	0.50	0.50
Animal Services Supervisor	1	1	1	1
Senior Animal Services Officer	1	0	1	1
Animal Services Officer II	3	2	3	3
Animal Services Officer I	0	2	0	0
Animal Services Technician	2.5	2.5	2.5	2.5
Senior Clerk-Office Assistant	0	0	0	0
<b>Totals</b>	<b>7.5</b>	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>

**ANIMAL SERVICES - SHELTER 1001-2130**

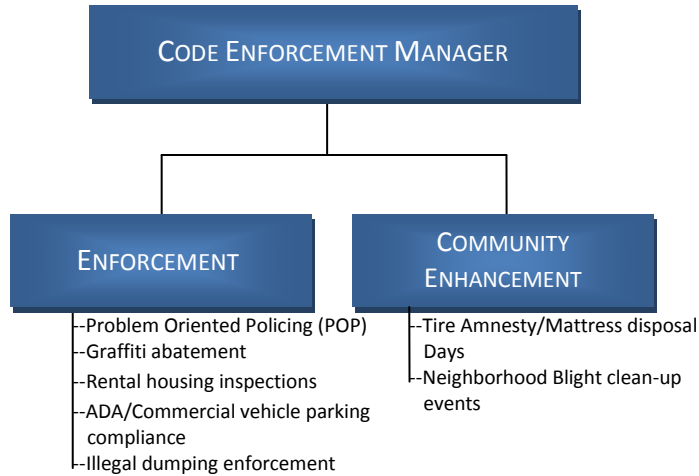
<b>Code</b>	<b>Expenditure Classification</b>	<b>Actual Expense 2008-09</b>	<b>Actual Expense 2009-10</b>	<b>Amended Budget 2010-11</b>	<b>Estimated Year End 2010-11</b>	<b>% of Budget Expended</b>	<b>Adopted Budget 2011-12</b>
<b>Personnel Services</b>							
7010	Salaries & Wages - Permanent	383,255	463,735	445,839	445,839	100.0%	445,408
7020	Salaries & Wages - Part-time	0		25,188	52,000	206.4%	66,173
7030	Salaries & Wages - Overtime	1,839	4,305	1,800	4,000	222.2%	1,800
7110	Cafeteria Benefits	78,021	82,564	75,268	71,237	94.6%	74,687
7120	Deferred Comp		2,290	3,485	2,200	63.1%	3,482
7130	FICA	0		0	1,562		4,103
7150	Medicare	5,778	7,304	6,925	7,486	108.1%	7,418
7160	PERS	80,725	100,607	102,605	95,404	93.0%	109,717
<b>Total Personnel</b>		<b>549,618</b>	<b>660,805</b>	<b>661,110</b>	<b>679,728</b>	<b>102.8%</b>	<b>712,788</b>
<b>Operations &amp; Maintenance</b>							
7180	Uniform Expense	2,328	1,257	3,000	2,000	66.7%	3,000
7205	Advertising	216		1,000	1,000	100.0%	750
7223	Disposal Services		440		1,000		1,400
7229	Education & Training	1,717	678	2,000	2,000	100.0%	750
7241	Meetings and Conferences	845	455	500	500	100.0%	500
7247	Memberships and Dues	125		125	125	100.0%	200
7253	Mileage Exp/Allowance	270			0		0
7259	Miscellaneous	0			5		50
7265	Office Supplies	407	262	1,000	1,250	125.0%	1,000
7277	Printing/Department Supplies	219	704	1,000	1,000	100.0%	1,000
7285	Small Tools	0			0		50
7289	Subscriptions	204	380	150	100	66.7%	150
7295	Utilities		31,920	26,225	38,246	145.8%	38,000
7305	Animal Food Supplies	11,764	11,429	10,000	15,000	150.0%	15,000
7310	Assessment District costs		800				1,773
7330	Hardware/Software	6,030	510	4,000	4,000	100%	3,000
7360	Safety & Security		495		700		700
7370	Special Department Supplies	17,428	16,816	10,000	10,000	100.0%	9,000
7655	Building Maintenance	9,807	9,650	13,500	9,000	66.7%	8,000
8940	Contracted Services	9,601	14,661	10,000	15,000	150.0%	16,200
8956	Drugs and Vaccinations	22,307	20,571	20,000	22,800	114.0%	20,000
8960	Veterinary Services	2,250	695	1,000	5,000	500.0%	4,000
8988	Adoption Spay / Neuter	45,337	41,749	35,000	42,000	120.0%	40,000
8992	Stiles Removal/D&D Removal	5,700	5,825	6,000	5,900	98.3%	6,000
9013	Communications Equipment	166		100	100	0.0%	50
9026	Equipment Maintenance	692	483	1,000	1,000	100.0%	400
9052	Gasoline, Diesel, Oil	670	756	1,000	1,000	100.0%	1,000
9065	Leased Equipment		11,487	3,578	3,578	100.0%	4,800
9091	Vehicle Maintenance	224	34				750
<b>Total Operations &amp; Maint.</b>		<b>138,307</b>	<b>172,057</b>	<b>150,178</b>	<b>182,304</b>	<b>121.4%</b>	<b>177,523</b>
9120	Capital Equipment	35,000	3,237	0			0
<b>Total Operations, Maint. &amp; Capital</b>		<b>173,307</b>	<b>175,294</b>	<b>150,178</b>	<b>182,304</b>	<b>121.4%</b>	<b>177,523</b>
<b>Department Total</b>		<b>722,925</b>	<b>836,099</b>	<b>811,288</b>	<b>862,032</b>	<b>106.3%</b>	<b>890,311</b>

**ANIMAL SERVICES - SHELTER 1001-2130**

<b>Code</b>	<b>Expenditure Classification</b>	<b>Actual Expense 2008-09</b>	<b>Actual Expense 2009-10</b>	<b>Amended Budget 2010-11</b>	<b>Estimated Year End 2010-11</b>	<b>% of Budget Expended</b>	<b>Adopted Budget 2011-12</b>
-------------	-----------------------------------	-------------------------------	-------------------------------	-------------------------------	-----------------------------------	-----------------------------	-------------------------------

	Actual 2008-09	Actual 2009-10	Actual 2010-11	Adopted 2011-12
<b>Personnel Schedule</b>				
Animal Services Manager		0.50	0.50	0.50
Animal Shelter Supervisor	1	1	1	1
Animal Services Technician	2.5	2.5	2.5	2.5
Animal Shelter Specialist	4	4	4	4
Registered Veterinary Tech	1	1	1	1
Part-time Shelter Assistant	0	0	0	0
Senior Office Assistant	0	0	0	0
<b>Total</b>	<b>8.5</b>	<b>9.00</b>	<b>9.00</b>	<b>9.00</b>

# CODE ENFORCEMENT



## PROGRAM INFORMATION



The Code Enforcement Division is tasked with maintaining property values and reducing visual blight in the community. This is accomplished through a combination of proactive and reactive patrol as well as through problem oriented policing (POP). For fiscal year 2011-2012 the POP team consists of two Code Enforcement Officers working and riding part time with two Sheriff's Deputies. The POP team targets properties where there is visual blight coupled with a criminal element. By working together a dramatic change to a neighborhood can be quickly achieved.

Code Enforcement continues to offer monthly clean up programs free of charge to the community. Events consist of four tire amnesty day events, mattress collection day, appliance collection day, and neighborhood clean up projects in various areas throughout town.

The Foreclosure Task Force continues to be a priority. Properties in any stage of foreclosure are targeted for inspection by staff to ensure there are no municipal code violations and are being maintained. Code Enforcement continues to maintain a voluntary property registration program. Many banks and realtors take advantage of this program. By registering a property with Code Enforcement it gives staff a contact person in the event violations are present on a vacant foreclosed property, thus greatly speeding up the clean up process.

## 2010-11 HIGHLIGHTS

- 90% of the 1978 graffiti cases were opened proactively
- Hosted four neighborhood clean up events resulting in the removal of 91.25 tons of trash
- Reduced the number of abatement warrants by over 50% by obtaining more voluntary compliance.



## 2011-12 GOALS AND OBJECTIVES

- Reduce visual blight
- Help maintain property values in Town
- Obtain voluntary compliance from property owners
- Identify and inspect foreclosed properties
- Proactively and reactively address all violations of the Municipal Code

- Enforce the sign code to ensure businesses in Town are in compliance
- Maintain a same day response time for health and safety and time sensitive cases
- Maintain a seventy-two hour response time for all other complaints

### Department Performance Measures – Code Enforcement

	Actual FY 08-09	Actual FY 09-10	Actual FY 10-11	Goal FY 11-12
<b>Mattress/Appliance Day participation</b>	62	59	79	100
<b>Foreclosed property inspections</b>	60	537	567	800
<b>Trash collected at neighborhood clean ups (tons)</b>	36.16	28.17	91.25	100
<b>Recyclables collected (tons)</b>	5.71	3.75	6.93	8
<b>Abatement warrants*</b>	105	113	50	45

\*Fewer Abatement warrants are a good sign. It indicates more voluntary compliance and fewer unmaintained properties.

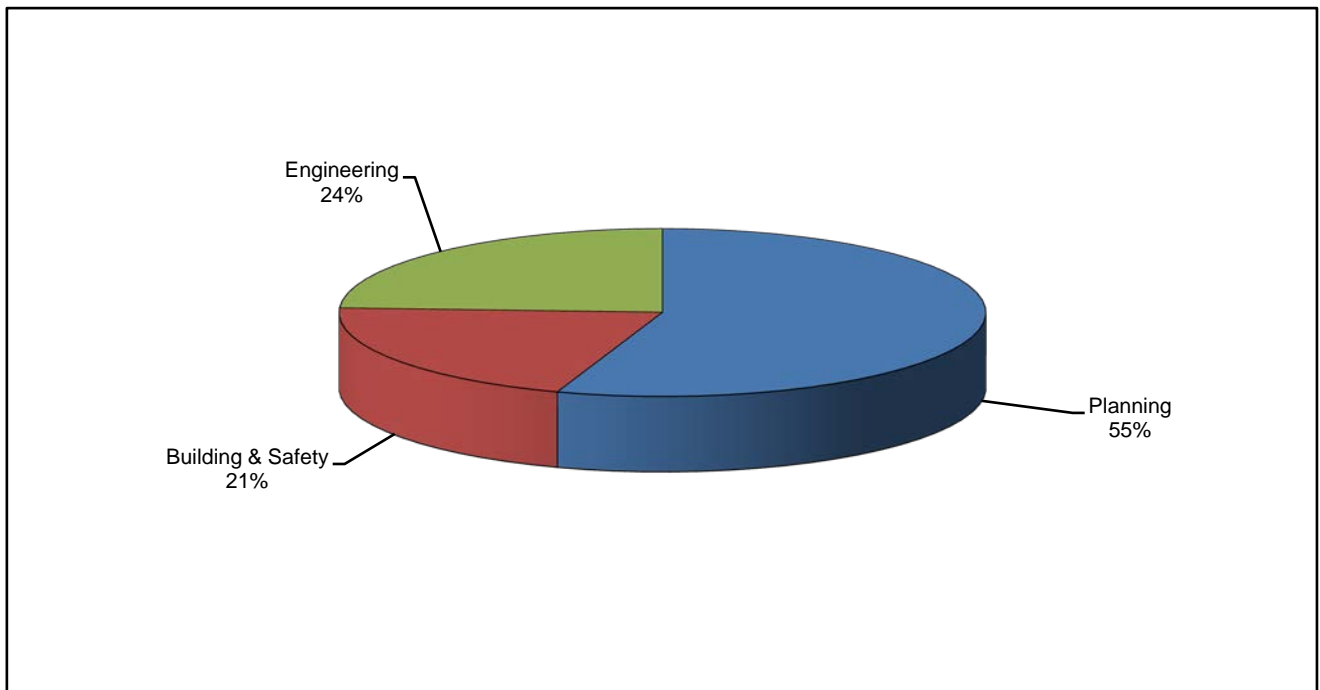


CODE ENFORCEMENT 1001-3110							
Code	Expenditure Classification	Actual Expense 2008-09	Actual Expense 2009-10	Amended Budget 2010-11	Estimated Year End 2010-11	% of Budget Expended	Adopted Budget 2011-12
Personnel Services							
7010	Salaries & Wages - Permanent	632,643	606,926	572,585	572,585	100.0%	575,390
7020	Salaries & Wages - Part-time	58,523	61,242	71,175	61,228	86.0%	66,068
7030	Salaries & Wages - Overtime	2,787	247	2,000	2,000	100.0%	2,000
7110	Cafeteria Benefits	117,748	114,060	105,000	102,902	98.0%	103,173
7120	Deferred Comp		2,474		2,529		2,536
7130	FICA	2,248	2,318	2,785	2,401	86.2%	2,854
7150	Medicare	10,296	9,825	10,175	9,466	93.0%	9,394
7160	PERS	145,672	137,000	136,000	129,198	95.0%	148,246
<b>Total Personnel</b>		<b>969,917</b>	<b>934,092</b>	<b>899,720</b>	<b>882,309</b>	<b>98.1%</b>	<b>909,661</b>
Operations & Maintenance							
7180	Uniform Cleaning	5,000	3,842	4,150	4,150	100.0%	5,000
7205	Advertising	718	775	500	500	100.0%	500
7229	Education & Training	3,122	1,866	1,000	1,000	100.0%	500
7241	Meetings & conferences	0	187	400	400	100.0%	200
7247	Membership & dues	711	831	850	850	100.0%	850
7259	Miscellaneous	3,579					0
7265	Office Supplies	1,038	684	400	400	100.0%	800
7277	Printing	562	492	500	500	100.0%	1,000
7289	Subscriptions	234	634	1,200	1,200	100.0%	1,200
7295	Utilities: Phones				1,782		7,200
7325	Graffiti Supplies & Removal costs	39,007	49,759	60,000	60,000	100.0%	45,000
7330	Hardware/Software Supplies	150	517	500	500	100.0%	2,000
7350	Public Information	0	259	1,500	1,500	100.0%	1,500
7370	Special Dept Supplies/Exp	2,845	3,833	1,000	1,000	100.0%	1,000
7970	Small Tools	179		500	500	100.0%	500
8940	Contracted Services	55,833	99,366	50,000	50,000	100.0%	45,000
8972	Legal Services	20,913	229	5,000	5,000	100.0%	5,000
9013	Communications Equipment	282					0
9026	Equipment Maintenance	0	730	800	800	100.0%	800
9052	Gasoline, Diesel, oil	21,922	19,243	18,000	18,000	100.0%	19,000
9065	Leased Equipment		13,602		381		2,065
9091	Vehicle Maintenance	10,059	8,030	10,000	10,000	100.0%	10,000
9610-4910	Transfer Tire Amnesty Grant		(4,528)				
<b>Total Operations &amp; Maintenance</b>		<b>166,154</b>	<b>200,351</b>	<b>156,300</b>	<b>158,463</b>	<b>101.4%</b>	<b>149,115</b>
Capital Expenditures							
9120	Capital Outlay	0	6,958		0	0.0%	0
<b>Total Capital Expenditures</b>		<b>0</b>	<b>6,958</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>	<b>0</b>
<b>Total Operations, Maint, &amp; Capital</b>		<b>166,154</b>	<b>207,309</b>	<b>156,300</b>	<b>158,463</b>	<b>101.4%</b>	<b>149,115</b>
<b>Department Total</b>		<b>1,136,071</b>	<b>1,141,401</b>	<b>1,056,020</b>	<b>1,040,772</b>	<b>98.6%</b>	<b>1,058,776</b>

	Actual 2008-09	Actual 2009-10	Actual 2010-11	Adopted 2011-12
<b>Personnel Schedule</b>				
Code Enforcement Manager	2	1	1	1
Senior Code Enforcement Ofcr	1	1	0	0
Code Enforcement Officer II	7	7	8	7
Community Enhancement Ofcr	0.5	0.5	0.5	0.5
Code Enforcement Technician	3	3	3	2
Part-time Code Enforcement Tech	1	1	1	1
Senior Office Assistant	0	0	0	0
<b>Total</b>	<b>14.5</b>	<b>13.5</b>	<b>13.5</b>	<b>11.5</b>

## 2011/12 Community Development Expenditures

Planning	\$808,294
Building & Safety	300,965
Engineering	353,600
Total-Econ. & Redevelopment Services	<u><u>\$1,462,859</u></u>



PLANNING 1001-4610							
Code	Expenditure Classification	Actual Expense 2008-09	Actual Expense 2009-10	Amended Budget 2010-11	Estimated Expense 2010-11	% of Budget Expended	Adopted Budget 2011-12
Personnel Services							
7010	Salaries & Wages, Permanent	502,288	499,512	473,876	473,876	100.0%	418,752
7020	Salaries & Wages, Part-time	11,494	6,400	5,000	4,333	86.7%	25,567
7110	Cafeteria Benefits	69,611	64,953	64,065	62,762	98.0%	54,200
7120	Deferred Comp	10,183	11,320	9,365	9,566	102.1%	8,447
7130	FICA	713	397	1,585	269	17.0%	1,585
7150	Medicare	7,302	7,409	7,125	6,907	96.9%	6,442
7160	PERS	114,065	104,533	101,140	102,941	101.8%	103,151
Total Personnel		715,656	694,524	662,156	660,654	99.8%	618,144
Operations & Maintenance							
7205	Advertising	12,825	5,844	3,000	3,000	100.0%	4,000
7211	Commission Expense	56					
7229	Education & Training	3,184	4,145	4,500	4,500	100.0%	5,000
7241	Meetings & Conferences	3,567	3,361	4,000	4,000	100.0%	7,000
7247	Memberships & Dues	1,875	1,575	1,500	1,500	100.0%	1,500
7253	Mileage	418	1,107	500	500	100.0%	1,250
7265	Office Supplies	1,041	1,110	8,226	8,226	100.0%	4,000
7277	Printing	291	503	1,000	1,000	100.0%	500
7289	Subscriptions	168	168	275	275	100.0%	400
7330	Hardware/Software Supplies	0		250	250	100.0%	0
7350	Public Information	0	196	1,000	1,000	100.0%	500
8940	Contracted Services and	593,337	454,120	417,500	417,500	100.0%	136,000
8968	Filing Fees	1,076	2,818	40,000	40,000	100.0%	30,000
8972	Legal Services						
Total Operations & Maint.		617,838	474,947	481,751	481,751	100.0%	190,150
9120	Capital Outlay	0	0	9,994	9,994	0.0%	
Department Total		1,333,494	1,169,471	1,153,901	1,152,399	99.9%	808,294

	Actual 2008-09	Actual 2009-10	Actual 2010-11	Adopted 2011-12
<b>Personnel Schedule</b>				
Assistant Dir/Comm.Development	1	1	1	1
Principal Planner	1	1	1	1
Senior Planner	2	2	2	2
Associate Planner	1	1	1	1
Associate Planner <sup>1</sup>	1	1	1	0
Administrative Secretary	1	1	1	1
Intern (2 Part Time)	1	1	1	1
Total	8	8	8	7

<sup>1</sup> Authorized unfunded position



<b>BUILDING &amp; SAFETY 1001-4010</b>							
<b>Code</b>	<b>Expenditure Classification</b>	<b>Actual Expense 2008-09</b>	<b>Actual Expense 2009-10</b>	<b>Amended Budget 2009-10</b>	<b>Estimated Year Edn 2010-11</b>	<b>% of Budget Expendec</b>	<b>Adopted Budget 2011-12</b>
	Operations & Maintenance						
7247	Memberships & Dues	0	215				215
7265	Office Supplies	557	439	500	500	100.0%	500
7277	Printing	52	343	250	250	100.0%	250
8932	Building & Safety Contractor	589,213	244,085	288,778	288,778	100.0%	300,000
	Total Operations & Maint.	589,822	245,082	289,528	289,528	100.0%	300,965
<b>Department Total</b>		<b>589,822</b>	<b>245,082</b>	<b>289,528</b>	<b>289,528</b>	<b>100.0%</b>	<b>300,965</b>

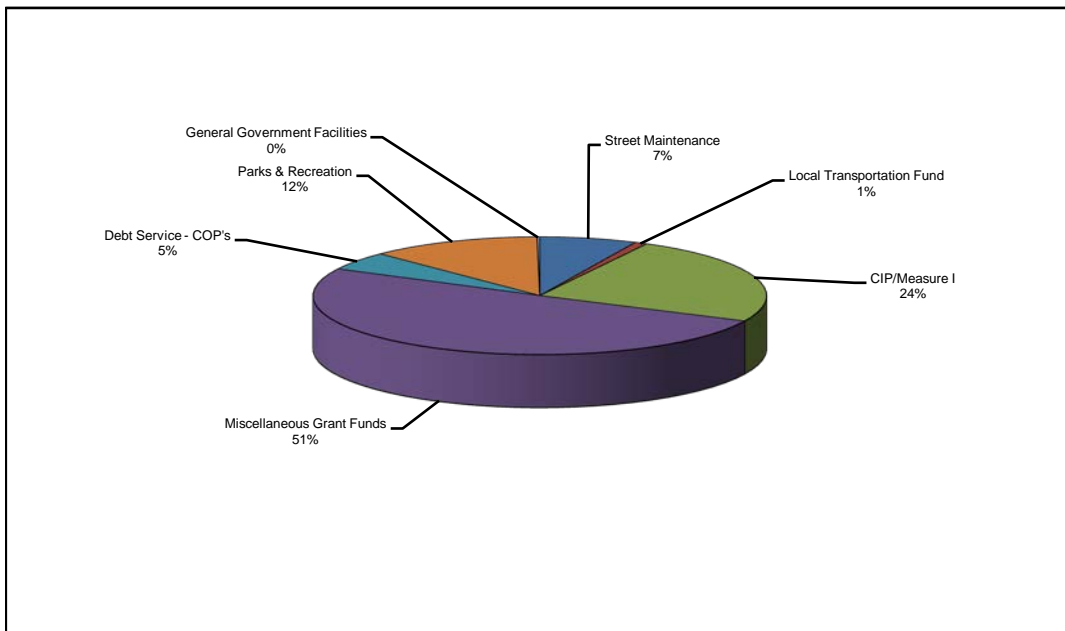
\* Staffing level determined by demand for services.

<b>ENGINEERING 1001-4410</b>						
<b>Code Expenditure Classification</b>	<b>Actual Expense 2008-09</b>	<b>Actual Expense 2009-10</b>	<b>Amended Budget 2010-11</b>	<b>Estimated Expense 2010-11</b>	<b>% of Budget Expended</b>	<b>Adopted Budget 2011-12</b>
Operations & Maintenance						
7265 Office Supplies	544	107	400	400	100.0%	400
7277 Printing	65	329	200	200	100.0%	200
7970 Small Tools				627		
8964 Engineering Contractor	589,212	320,523	346,968	346,968	100.0%	353,000
Total Operations & Maint.	589,821	320,959	347,568	348,195	100.2%	353,600
<b>Department Total</b>	<b>589,821</b>	<b>320,959</b>	<b>347,568</b>	<b>348,195</b>	<b>100.2%</b>	<b>353,600</b>

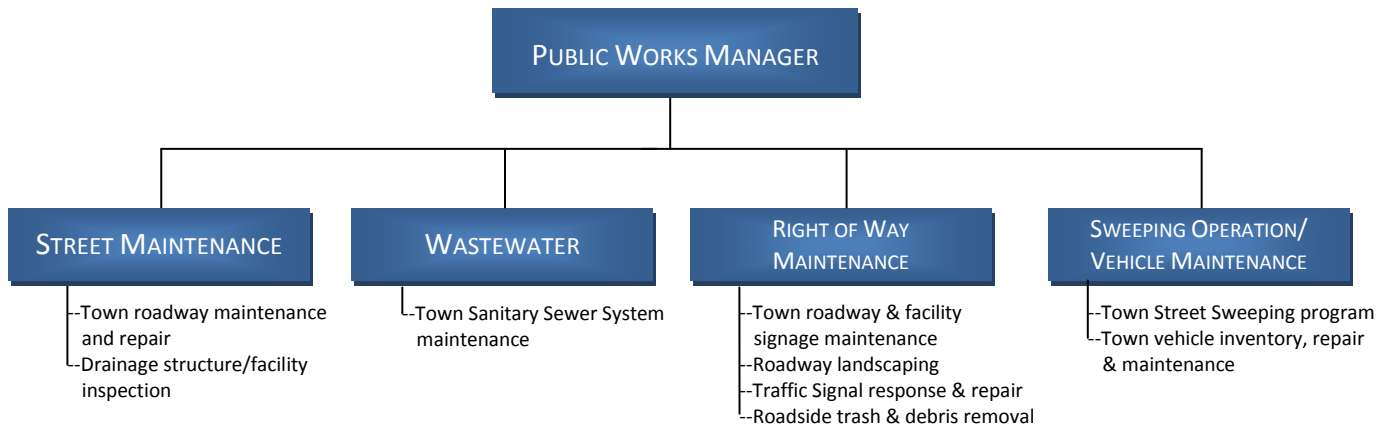
## 2011/12 Restricted Funds Expenditures

Street Maintenance	\$2,159,851
Local Transportation Fund	275,394
CIP/Measure I	7,550,527
Miscellaneous Grant Funds	15,669,631
Debt Service - COP's	1,576,849
Parks & Recreation	3,806,607
General Government Facilities	60,000

Total-Restricted Funds Expenditures \$31,098,859



# PUBLIC WORKS



## DEPARTMENT DESCRIPTION

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

The Street Maintenance Funds are used for the ongoing street maintenance obligation of roadway repair, striping, signing, sweeping, landscaping and signal system maintenance. Roadway improvements consisting of pavement slurry seals, overlays and total reconstruction are also funded based on the Town’s Pavement Management System. Funds are allocated to reflect new traffic loads and patterns resultant from various projects, new school sites and a contingency funding for flood or other emergency damage or repairs. Funds are also allocated in order to comply with the Federal American Disability Act and National Pollution Detection and Elimination System requirements.

The Wastewater Enterprise Funds are used for the ongoing obligation to provide and maintain wastewater collection and transmission systems, perform and provide feasibility studies and design engineering tasks necessary to determine how an area may be best served by a wastewater system, and conform with the Town’s Sanitary Sewer Management Plan as mandated by the California State Water Resources Control Board.

Besides the department Administration, the Public Works Department is comprised of 4 divisions as follows; Wastewater Division, Street Maintenance Division, Right-Of-Way Maintenance Division, and Sweeping Operation/Vehicle Maintenance Division.

## DIVISION/MAJOR PROGRAM DESCRIPTIONS

**Administration:** Directs all facets of the department’s operations, sets priorities, and assigns resources. It is responsible for evaluating services, interpreting policies, developing comprehensive programs tailored to community needs, recommending and prioritizing projects based on anticipated demands, and performing long range planning and strategic programming of projects. Administration represents the Town on various boards and provides legislative representation as required.

**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 systems serve

approximately 11,000 Town customers (residential, commercial and industrial) generating an average daily flow of approximately 1.7 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 also provide emergency response to roadway clearing or closing/diverting.

**Right-Of-Way:** Responsible for the maintenance and repair of Town roadway and facility signage, roadway landscaping, assessment district landscaping and drainage facilities, traffic signal system response and repair, public property graffiti abatement, public bus shelter construction, maintenance and repair, and roadside trash, debris and vegetation removal.

**Sweeping Operation/Vehicle Maintenance:** Responsible for sweeping over 195 lane miles to comply with the Town's NPDES permit and the Federal Clean Air Act, the maintenance, inventory and repair of all vehicles, tools and equipment of the Public Works Department, and the maintenance and repair of the Town's Pool vehicles.

## 2011-12 PROGRAMMATIC CHANGES

**WASTEWATER ENTERPRISE FUND:** Sewage treatment costs remain the same based on the average flows to the VVWRA Treatment Facility. The FY11-12 budget includes capital fund expenditures to make necessary replacements or improvements at lift stations AD2A-2, AD2B, AD3A-1 and AD3A-2. Specifically-

- \$14,000 AD2A-2 Pump Replacement/Modification Phase 2
- \$25,000 AD3A-1/2 Re-Roofing of Facility Buildings
- Additionally, funds are also included for the continuation and completion of carryover FY10-11 projects previously approved-
- \$140,000 AD3A-1 Lift Station Upgrade (grinder pump project)
- \$11,000 AD3A Capacity Analysis Study
- \$250,000 Town Sewer Master Plan Update

**STREET MAINTENANCE FUND:** The FY11-12 budget includes capital fund expenditures associated with an expansion of service and duties for the Street Maintenance and ROW Maintenance Divisions to include sidewalk inventory and repair programs, and the purchase of traffic signal video detection cameras for inventory. Specifically-

- \$6,000 Asphalt/concrete grinder
- \$7,000 3-Traffic signal video cameras



## 2010-11 HIGHLIGHTS

- Prepared and submitted Town's Project Worksheet for department resource reimbursement to

California Emergency Management Agency/Federal Emergency Management Agency designated disaster number 1952-DR (Winter storm disaster of 12/10)

- Completed FY 09-10 project of Lift Station AD3A-1/2 PLC Control Replacement and Upgrades
- Completed FY 09-10 project of SCADA System Upgrade and Replacement
- Design, bid, award and commencement of Lift Station AD3A-1 Comminuter Pump Construction Project
- Bid, award and commencement of Town Sewer System Master Plan Update Project
- Lift Station AD2A-2 replaced/rebuilt pump access facility
- Lift Station Jess Ranch #1 pump rebuild and replacement
- Wet-well bypassing and cleaning at all 8 lift stations
- Recorded 0 sanitary sewer overflows
- 34.5 miles of sewer mainline cleaned
- 11 miles of sewer mainline video inspected
- 96 roadway sectionals removed/replaced
- 43 local drainage structures inspected/cleaned

- 4 sections of roadway sidewalk repaired/replaced
- 29,315LF of roadway marking lanelines replaced/installed
- 113 roadway marking legends replaced/installed
- 190 street name signs replaced/installed
- 88 roadway signs replaced/installed

## 2011-12 GOALS AND OBJECTIVES

- Complete Lift Station AD3A-1 Comminuter Pump Construction Project
- Complete Town Sewer System Master Plan Update
- Complete construction of Public Works Facility and transfer operational activities
- Complete Lift Station AD2A-2 Pump Replacement Project
- Complete Lift Station AD3A-1/2 Building Roof Repair Project
- Complete SCADA Base Station Rebuild Project
- Commence sidewalk inventory, inspection and repair program

### Department Performance Measures – Public Works

	Actual FY 10-11	Goal FY 11-12
Sewer mainline cleaned (miles)	34.5	45
Sewer mainline video inspected	11	15
Local drainage structures inspected and cleaned	43	120
Street name signs replaced	190	260
Roadway signs replaced	88	208
Roadway sections replaced	96	78
Roadway marking lanelines replaced (miles)	29,315	30,000
Roadway marking legends replaced	113	150

# STREET MAINTENANCE FUND

TOTAL BUDGET - \$2,159,851

This budget covers the Town’s street maintenance program including street repairs and street sweeping. Revenue comes from two major sources: Gas Taxes, Proposition 42 Traffic Congestion Relief Funds and Local Transportation Funds. 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. Increased funds have been allocated for Right of Way maintenance to reflect the addition of the Apple Valley Road landscaping improvements.



STREET MAINTENANCE FUND 2010-5010							
Code	Revenue Classification	Actual Revenue 2008-09	Actual Revenue 2009-10	Adopted Budget 2010-11	Estimated Revenue 2010-11	% of Revenue Received	Adopted Budget 2011-12
	BEGINNING FUND BALANCE	0	(70,000)	11	11		0
4181	Refunds, Reimb, Rebates	22,143	43,924	20,000	-	0.0%	0
6800	Section 2103				703,563		778,901
6810	Section 2105	348,632	394,730	370,000	378,160	102.2%	370,639
6811	Section 2106	217,403	248,222	220,000	238,926	108.6%	234,174
6812	Section 2107	295,742	525,582	400,000	503,251	125.8%	493,243
6813	Section 2107.5	7,500	11,133	7,500	7,500	100.0%	7,500
6818	Traffic Congestion Relief (Prop.	753,557	632,208	600,000	-	0.0%	0
6156	Misc. Revenue - Planning	71,000					
6999	Transfer In - Fund 2015						275,394
	<b>Total Revenues</b>	<b>1,715,977</b>	<b>1,855,799</b>	<b>1,617,500</b>	<b>1,831,400</b>	<b>113.2%</b>	<b>2,159,851</b>
	Personnel Services						
7010	Salaries & Wages - Permanent	356,392	325,030	298,405	288,351	96.6%	293,269
7030	Overtime	8,796	11,045	15,000	3,419	22.8%	15,000
7110	Cafeteria Benefits	81,321	70,512	71,450	61,921	86.7%	63,206
7120	Deferred Comp	101	1,184		1,200		1,241
7150	Medicare	5,383	4,848	4,193	4,223	100.7%	4,230
7160	PERS	84,990	69,750	66,000	61,262	92.8%	72,241
	<b>Total Personnel</b>	<b>536,983</b>	<b>482,369</b>	<b>455,048</b>	<b>420,376</b>	<b>92.4%</b>	<b>449,187</b>
	Operations & Maintenance						
7180	Uniform cleaning and replaceme	3,774	3,398	3,700	3,000	81.1%	3,500
7223	Disposal		2,483	3,500	2,000	57.1%	2,100
7229	Education & Training	1,479	1,734	800	1,025	128.1%	750
7241	Meetings & Conferences	248	96	500	100	20.0%	100
7247	Membership & Dues	312		150	180	120.0%	300
7253	Mileage		782	500	-	0.0%	150
7259	Miscellaneous	247	134	300	300	100.0%	1,500
7265	Office Supplies	14		200	100	50.0%	1,500
7277	Printing	70	7				
7295	Utilities	123,078	163,295	140,000	140,000	100.0%	155,000
7335	NPDES - Compliance	13,499	26,543	20,000	18,000	90.0%	20,000
7350	Safety	126	81		420		500
7655	Building Maintenance		1,260	1,000	1,000	100.0%	1,000
7907	Curbs & Sidewalks	1,387	15,000	5,000	4,800	96.0%	0
7914	Drain Maint. & Repair	5,297	5,359	30,000	30,000	100.0%	20,000
7928	Paving & Sealing	535,217	37,331		50,000		
7935	ROW Maintenance	124,929	100,066	120,000	120,000	100.0%	105,000
7956	Signal & Lighting Maint.	101,602	95,380	75,000	60,000	80.0%	75,000
7963	Signing	105,513	86,573	45,000	22,000	48.9%	35,000
7970	Small Tools	1,435	3,632	3,000	2,000	0.0%	2,000
7977	Street Repairs	231,056	152,924	150,000	150,000	100.0%	180,000
7984	Street Striping	29,640	22,287	50,000	23,000	46.0%	50,000
7991	Street Sweeping	45,099	35,807	50,000	35,000	70.0%	40,000
8916	Audit				1,700		1,700
8940	Contracted Services	7,327	5,297		6,000		
8964	Engineering Contractor	139,016	117,408	225,000	225,000	100.0%	225,000
9013	Communications Equipment		536		500		
9026	Equipment & Radio Maintenance	1,709	401	1,000	200	20.0%	1,000
9052	Gasoline, Diesel, Oil	33,515	32,314	35,000	28,000	80.0%	30,000
9065	Leased Equipment		945		700		700
9078	Safety Equipment	136	881	1,000	1,100		1,500
9091	Vehicle Maintenance	6,231	10,141	8,000	6,000	75.0%	7,000
9610	Transfer from 2015	(3,199,507)	(647,387)	(572,306)	(267,198)	46.7%	
9610	Transfer 2910		(1,608)				
9999	Transfer to 1001	1,354,889	1,026,624	736,108	736,108	100.0%	737,364
	<b>Total Operations &amp; Maint</b>	<b>(332,662)</b>	<b>1,299,724</b>	<b>1,132,452</b>	<b>1,401,035</b>	<b>123.7%</b>	<b>1,697,664</b>
9120	Capital Outlay			30,000	10,000		13,000
9417	Capital Projects	410,401	3,695	0			
9860	Interest Expense	55,611					
9525	Paving - PMS Priority	1,115,644		0	-		



**STREET MAINTENANCE FUND 2010-5010**

Code	Revenue Classification	Actual Revenue 2008-09	Actual Revenue 2009-10	Adopted Budget 2010-11	Estimated Revenue 2010-11	% of Revenue Received	Adopted Budget 2011-12
	Total Capital Expenditures	1,581,656	3,695	30,000	10,000	33.3%	13,000
	Total Expenditures	1,785,977	1,785,788	1,617,500	1,831,411	113.2%	2,159,851
	ENDING FUND BALANCE	(70,000)	11	11	-		0

	Actual 2008-2009	Actual 2009-2010	Actual 2010-11	Adopted 2011-12
<b>Personnel Schedule</b>				
Public Works Manager		1	0.5	0.5
Public Works Supervisor			0.5	0.5
Senior Maintenance Worker		1	1	1
Maintenance Worker II		0	1	1
Maintenance Worker I		5	3	3
Public Services Techniciaian		1	0	0
Pubilc Works Inspector		0	0	0
<b>Total Personnel</b>	<b>4.5</b>	<b>8</b>	<b>6</b>	<b>6</b>

# LOCAL TRANSPORTATION FUND

TOTAL BUDGET – \$275,394

All of the expenditures in this budget reflect a transfer of SB325/Article 8 funds to the street maintenance programs. The expected fund balance at the beginning of the budget year is \$343,419 and SB325 funds totaling \$534,936 are expected to be received in fiscal year 2011-12, leaving an expected fund balance at the end of the fiscal year of \$602,961.



**LOCAL TRANSPORTATION FUND 2015-5210**

<b>Code</b>	<b>Revenue Classification</b>	<b>Actual Revenue 2008-09</b>	<b>Actual Revenue 2009-10</b>	<b>Amended Budget 2010-11</b>	<b>Estimated Revenue 2010-11</b>	<b>% of Budget Received</b>	<b>Adopted Budget 2011-12</b>
	BEGINNING FUND BALANCE	2,271,992	(141,196)	169,060	169,060		343,419
4255	Interest Earnings	9,212		6,000	6,000	100.0%	0
6804	Sales Tax - SB 325	831,107	966,108	1,000,000	435,557	43.6%	534,936
	<b>Total Revenues</b>	<b>840,319</b>	<b>966,108</b>	<b>1,006,000</b>	<b>441,557</b>	<b>43.9%</b>	<b>534,936</b>
<b>Code</b>	<b>Expenditure Classification</b>	<b>Actual Expense 2008-09</b>	<b>Actual Expense 2009-10</b>	<b>Amended Budget 2010-11</b>	<b>Estimated Expense 2010-11</b>	<b>% of Budget Expended</b>	<b>Adopted Budget 2011-12</b>
9610	Transfer to Measure I						
9860	Interest Expense		8,465				
9999	Transfer to Street Maint.	3,199,507	647,387	572,306	267,198	46.7%	275,394
	<b>Total Expenditures</b>	<b>0</b>	<b>655,852</b>	<b>572,306</b>	<b>267,198</b>		<b>275,394</b>
	ENDING FUND BALANCE	(141,196)	169,060	602,754	343,419		602,961

# CAPITAL IMPROVEMENT/MEASURE I FUND

TOTAL BUDGET – \$7,550,527

Several projects are planned or in progress from Measure I, TIF Fees, Bond Funds and special grants received by the Town. It is anticipated that the Town will spend over \$2,000,000 on various paving projects throughout the community and the balance on various road enhancements and continuation of the Yucca Loma Bridge connection to Victorville.



**Capital Improvement Program - Infrastructure (TIF) - Account Number 4410-5210**

<b>Code</b>	<b>Revenue Classification</b>	<b>Actual Revenue 2008-09</b>	<b>Actual Revenue 2009-10</b>	<b>Amended Budget 2010-11</b>	<b>Estimated Year End 2010-11</b>	<b>% of Budget Received</b>	<b>Adopted Budget 2011-12</b>
	BEGINNING FUND BALANCE	13,264,116	10,476,562	9,483,693	9,483,693		1,746,439
4181	Refunds, Reimb, Rebates	110			5,750		
4255	Interest	327,611	64,798	200,000	150,000	75%	25,000
6126	General Gov't Facilities	32					
6184	Traffic Impact Fees	762,603	369,517	300,000	300,000	100%	350,000
6816	Grants (HSIP)						350,000
<b>Total Revenue</b>		<b>1,090,356</b>	<b>434,315</b>	<b>500,000</b>	<b>455,750</b>	<b>91%</b>	<b>725,000</b>
<b>Code</b>	<b>Revenue Classification</b>	<b>Actual Expense 2008-09</b>	<b>Actual Expense 2009-10</b>	<b>Amended Budget 2010-11</b>	<b>Estimated Year End 2010-11</b>	<b>% of Budget Expended</b>	<b>Adopted Budget 2011-12</b>
9228	AV Road Phase 1B	17,633					
9250	AV Rd./ Pimlico Signal Upgrade	78,194	1,008				
9283	Bear Valley Rd./Deep Creek Sign	24,383	51,146	300,000	300,000	100%	300,000
9284	Bear Valley Rd./ Mohawk Signal	13,764	4,242	350,000	350,000	100%	350,000
9305	Central Rd (s/o Ottawa)			500,000	500,000	100%	
9327	Corwin Rd		767,598		1,907		
9340	Dale Evans Parkway	362,081	29,087	508,459	456,855	90%	
9410	Hwy 18 West End Widening	-	287,954		1,803		
9420	Jess Rancy Mkpl Ph III BV Rd	160,860					
9424	Kasota Rd Widening			45,000	45,000	100%	100,000
9426	Kiowa Rd	691,286					
9561	Split Phasing Nafajo/Hwy 18	1,617		-			
9440	Kiowa(Van Dusens to Tussing)	211,288					
9442	Kiowa(Bear Valley to Tussing Phase I)		64,627				500,000
9471	Navajo Rd	1,688,120	9,477		(9,102)		
9480	Navajo/Powhatten Signal	172,582					
6140-	Police/Code Retrofit	386,816					
9512	PD - T/I 2010-2011			400,000			
9588	Yucca Loma Bridge	7,078	212,045	6,000,000	6,000,000	100%	
9590	Yucca Loma Undergrounding			546,541	546,541	100%	
9610	Transfer - 4910	62,208					
<b>Total Expenditures</b>		<b>3,877,910</b>	<b>1,427,184</b>	<b>8,650,000</b>	<b>8,193,004</b>	<b>95%</b>	<b>1,250,000</b>
<b>ENDING FUND BALANCE</b>		<b>10,476,562</b>	<b>9,483,693</b>	<b>1,333,693</b>	<b>1,746,439</b>	<b>131%</b>	<b>1,221,439</b>

Capital Improvement Program-Measure I Local - Account Number 2020-5210 (Old)							
Code	Revenue Classification	Actual Revenue 2008-09	Actual Revenue 2009-10	Amended Budget 2010-11	Estimated Revenue 2010-11	% of Budget Received	Adopted Budget 2011-12
	BEGINNING FUND BALANCE	1,811,882	1,877,805	1,045,194	1,045,194		45,194
	Measure I						
4055	Sales Tax - Local (35%)	714,836	639,427				
4181	Refunds, Reimb, Rebates	1,376					
4255	Interest	54,244	9,232				
Total Revenue		770,456	648,659	0	0		0
Code	Expenditure Classification	Actual Expense 2008-09	Actual Expense 2009-10	Amended Budget 2010-11	Estimated Expense 2010-11	% of Budget Expended	Adopted Budget 2011-12
	Capital Projects (Infrastruct						
8940	Contract Services						
9282	Bear Valley Bridge Widening						
9327	Corwin Rd.	74,533	820,365				
9390	High Desert Corridor						
9424	Kasota Road North (Design)						
9453	MSR I - Non Categorial Proj						
9525	Paving - PMS Priorities	630,000	60,905	1,000,000	1,000,000	100.0%	45,194
9546	SanBag Congestion Mgmt Plan						
9573	Transit Bus Shelters						
9575	Waalew		600,000				
Total Expenditures		704,533	1,481,270	1,000,000	1,000,000	100.0%	45,194
ENDING FUND BALANCE		1,877,805	1,045,194	45,194	45,194		0

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

Code	Revenue Classification	Actual Revenue 2008-09	Actual Revenue 2009-10	Amended Budget 2010-11	Estimated Revenue 2010-11	% of Budget Received	Adopted Budget 2011-12
	BEGINNING FUND BALANCE	-	-	104,398	104,398		1,572,558
	Measure I						
4055	Sales Tax - Local (35%)	-	104,398	2,073,300	1,517,660		1,500,000
4181	Refunds, Reimb, Rebates	-		1,500	1,500		
4255	Interest	-	-	14,000	4,000		130,000
<b>Total Revenue</b>		<b>0</b>	<b>104,398</b>	<b>2,088,800</b>	<b>1,523,160</b>	<b>72.9%</b>	<b>1,630,000</b>

Code	Expenditure Classification	Actual Expense 2008-09	Actual Expense 2009-10	Amended Budget 2010-11	Estimated Expense 2010-11	% of Budget Expended	Adopted Budget 2011-12
	Capital Projects (Infrastructure)						
8940	Contract Services			100,000			
9282	Bear Valley Bridge Widening			330,000			
9390	High Desert Corridor			100,000			
9424	Kasota Road North (Design)			545,000	-		
9442	Kiowa Rd (Bear Valley & Tussing)				50,000		
9525	Paving - PMS Priorities						1,500,000
9546	SanBag Congestion Mgmt Plan			5,000	5,000		
9573	Transit Bus Shelters			8,800	-		
	Johnson Road Paving						200,000
	Dale Evans Resurface						500,000
	Central Road Resurface						500,000
	Rancherias Road Resurface						500,000
<b>Total Expenditures</b>		<b>-</b>	<b>-</b>	<b>1,088,800</b>	<b>55,000</b>	<b>5.1%</b>	<b>3,200,000</b>

<b>ENDING FUND BALANCE</b>		<b>0</b>	<b>104,398</b>	<b>1,104,398</b>	<b>1,572,558</b>		<b>2,558</b>
----------------------------	--	----------	----------------	------------------	------------------	--	--------------

Capital Improvement Program-Measure I Regional - Account Number 2025-5210 (Old)							
Code	Revenue Classification	Actual Revenue 2008-09	Actual Revenue 2009-10	Amended Budget 2010-11	Estimated Revenue 2010-11	% of Budget Received	Adopted Budget 2011-12
	BEGINNING FUND BALANCE	1,858,476	1,607,417	2,980,132	2,980,132		1,996,132
	Measure I						
4055	Sales Tax - Regional (65%)	1,548,812	1,385,425				
4255	Interest	32,777	18,176		15,000		10,000
Total Revenue		1,581,589	1,403,601	0	15,000		10,000
Code	Expenditure Classification	Actual Expense 2008-09	Actual Expense 2009-10	Amended Budget 2010-11	Estimated Expense 2010-11	% of Budget Expended	Adopted Budget 2011-12
9237	AV Road Phase 1A	1,650,662					
9282	Bear Valley Bridge Rehab.		686		330,000		1,530,000
9390	High Desert Corridor	56,068	30,200		150,000		10,000
9410	Hwy 18 Widening/Right Turn	107,298					425,000
9424	Kasota Rd. Widening				500,000		
9425	Hwy 18 AV rd. to Corwin	18,620					
9442	Kiowa Rd				14,000		
9546	SANBAG Congestion Mgmt				5,000		
Total Expenditures		1,832,648	30,886	-	999,000		1,965,000
ENDING FUND BALANCE		1,607,417	2,980,132	2,980,132	1,996,132		41,132



Capital Improvement Program-Measure I Transit - Account Number 2030-5210 (Old)							
Code	Revenue Classification	Actual Revenue 2008-09	Actual Revenue 2009-10	Amended Budget 2010-11	Estimated Revenue 2010-11	% of Budget Received	Adopted Budget 2011-12
	BEGINNING FUND BALANCE	252,015	220,357	127,046	127,046		127,046
	Measure I						
4055	Sales Tax - Local (5%)	119,139	106,571	-	-		
4255	Interest	8,003	417	-	2,000		2,000
	<b>Total Revenue</b>	<b>127,142</b>	<b>106,988</b>	<b>0</b>	<b>2,000</b>		<b>2,000</b>
Code	Expenditure Classification	Actual Expense 2008-09	Actual Expense 2009-10	Amended Budget 2010-11	Estimated Expense 2010-11	% of Budget Expended	Adopted Budget 2011-12
8940	Contract Service	150,000	200,000	-	-		
9573	Bus Shelters	8,800	299	-	-		100,000
	<b>Total Expenditures</b>	<b>158,800</b>	<b>200,299</b>	<b>-</b>	<b>-</b>		<b>100,000</b>
	ENDING FUND BALANCE	220,357	127,046	127,046	129,046		29,046

Capital Improvement Program-SANBAG Stimulus - Account Number 2046-5210							
Code	Revenue Classification	Actual Budget 2008-09	Actual Budget 2009-10	Adopted Budget 2010-11	Estimated Revenue 2010-11	% of Budget Received	Adopted Budget 2011-12
BEGINNING FUND BALANCE							
6930	SANBAG Stimulus			1,000,000	-	0.0%	990,333
4255	Interest						
Total Revenue		0	0	1,000,000	0		990,333
Code	Expenditure Classification	Actual Expense 2008-09	Actual Expense 2009-10	Adopted Budget 2010-11	Estimated Expenses 2010-11	% of Budget Expended	Adopted Budget 2011-12
9525	Capital Projects (Infrastructure) Paving - PMS Priorities	-		1,000,000	-	0.0%	990,333
Total Expenditures		-	-	1,000,000	-		990,333
ENDING FUND BALANCE		0	0	0	0		0

# GENERAL GOVERNMENT FACILITIES

TOTAL BUDGET - \$60,000

During the 2007-08 fiscal year the Town Council approved the issuance of Certificates of Participation in the amount of \$11,306,093 to finance and build the Development Services Building and improvements to the existing Town Hall. Construction began in fiscal year 2008-09 and the projects were completed in 2011. This year's budget includes minor facility enhancements.



GENERAL GOVERNMENT - FACILITIES 4730-1500							
Code	Revenue Classification	Actual Revenue 2008-09	Actual Revenue 2009-10	Amended Budget 2010-11	Estimated Year End 2010-11	% Used	Adopted Budget 2011-12
	BEGINNING FUND BALANCE	10,664,623	7,956,410	-	-		30,000
4170	Bond Proceeds						
4174	Prior Period Adjustments						
4255	Interest Earnings	38,070	34,873	20,000			
6126	Gen. Gov't Facilities DI Fee:	25,579	20,648	380,000	30,000		30,000
<b>Total Revenue</b>		<b>63,649</b>	<b>55,521</b>	<b>400,000</b>	<b>30,000</b>	<b>-</b>	<b>30,000</b>
9120	Capital Equipment						60,000
9570	Town Hall Annex	1,963,289					
9571	Town Hall/Police/Code/Parks Retrofit		34,388	400,000	-		-
9610	Transfer - 1001		(1,435,753)		-		-
9610	Transfer - 4108	808,573	483,510				
9610	Transfer - 4110		8,929,786				
<b>Total Expenditures</b>		<b>2,771,862</b>	<b>8,011,931</b>	<b>400,000</b>	<b>-</b>	<b>-</b>	<b>60,000</b>
	ENDING FUND BALANCE	7,956,410	-	-	30,000		-

**Miscellaneous Grant Fund - Account Number 4910**

Code	Revenue Classification	Actual Revenue 2008-09	Actual Revenue 2009-10	Amended Budget 2010-11	Estimated Year End 2010-11	% Used	Adopted Budget 2011-12
	BEGINNING FUND BALANCE	(722,701)	(1,676,792)	(1,067,877)	(1,067,877)		(0)
	REVENUES:						
	Non Departmental						
0000-6816-0000	Grants - County (Mktg & Website	43,169	7,096		242		24,493
0000-6930-9000	STP (SANBAG)						15,000,000
0000-6912-0000	Commercial Recycling Incentive		1,244				
	Civic Center Park						
4806-4170-0000	Other Revenue Sources		10,490				
4806-4181-0000	Refunds, Reimb, Rebates		10,000				
4806-6908-0002	08/09 DOC Recycling			18,441	18,441		
4806-6911-0000	Civic Center Park - Various Revenue			17,831	16,831		1,000
4806-6913-0000	DOC - Non-competitive -Playground CCP			16,762	16,762		
4806-6919-0001	EDI - 05 - Pool		620,000				
4806-6917-0000	EDI - 06 Civic Center Park			374,550	808,391		181,609
	Special Purpose Grants						
4801-6906-0000	DOT - Safe routes to school	0	430,200				
4803-6908-0000	06/07 DOC Recycling		8,047	4,917	4,917		
4804-6907-0000	Waste Tire Amnesty	1,495					
4805-6909-0000	2004 WalMart Christmas			22	22		
4813-6908-0001	DOC - Recycling		142				
4810-6909-5000	California Beverage container Grant			8,700	8,700		
4810-6921-5000	Happy MRF Day		350				
4811-6907-0002	07/08 Waste Tire Amnesty		8,589				
4816-6907-0003	09/10 Waste Tire Amnesty				8,000		4,682
4815-6916-0000	DOT Yucca Loma Grant	504,308	996,238		987,746		453,347
4817-6922-2500	Healthy Cities Sponsorship			29,000	29,000		
4818-6936-0000	Wells Fargo Home Mortgage			4,500	0		4,500
4350-6919-5000	Energy Efficient & Conservation			641,200	641,200		
	<b>Total Revenues</b>	<b>548,972</b>	<b>2,092,396</b>	<b>1,115,923</b>	<b>2,540,010</b>		<b>15,669,631</b>

Code	Expenditure Classification	Actual Expense 2008-09	Actual Expense 2009-10	Amended Budget 2010-11	Estimated Year End 2010-11	% Used	Adopted Budget 2011-12
4213-7259-0000	County Marketing Grant	35,594	2,096		242		12,069
4214-7259-0000	County Website Grant	7,576	5,000		0		12,424
4350-9300-0000	Energy Efficiency & Conserv BI Gr		38,278	691,677	641,200		
	Transfers for EECBG			(120,000)	(38,278)		
4801-9565-0000	Symeron Road Sidewalk	429,795	(54,771)				
	DOC Recycling						
4803-8940-0000	Contract Services		5,605	4,917	4,917		
	Waste Tire Amnesty						
4816-8940-0000	Contract Service	2,435	5,218		8,000		4,682
	Civic Center Park						
4806-9300-0000	Capital Projects	91,303	498,802	427,584	245,674		182,609
	Special Purpose Grants						
4805-7259-0000	WalMart Christmas			22	22		
4810-7705-0000	California Beverage Container Grant			8700	8700		
4810-7715-0000	Happy MRF Day		350				
4810-8940-0000	Contract Services	2,442	1,875				
4814-8940-0000	Civic Center Urban Forest		(690)				
4815-9588-0000	DOT Yucca Loma Bridge	933,919	981,717		572,656		15,453,347

Miscellaneous Grant Fund - Account Number 4910							
Code	Revenue Classification	Actual Revenue 2008-09	Actual Revenue 2009-10	Amended Budget 2010-11	Estimated Year End 2010-11	% Used	Adopted Budget 2011-12
4817-7751-0000	Healthy Communities (Parks Salaries & Supplies)			29,000	29,000		
4818-7561-0000	Wells Fargo Foundation			4,500	0		4,500
	Total Expenditures	1,503,064	1,483,480	1,046,400	1,472,133		15,669,631
	ENDING FUND BALANCE	(1,676,792)	(1,067,877)	(998,354)	(0)	-	(0)

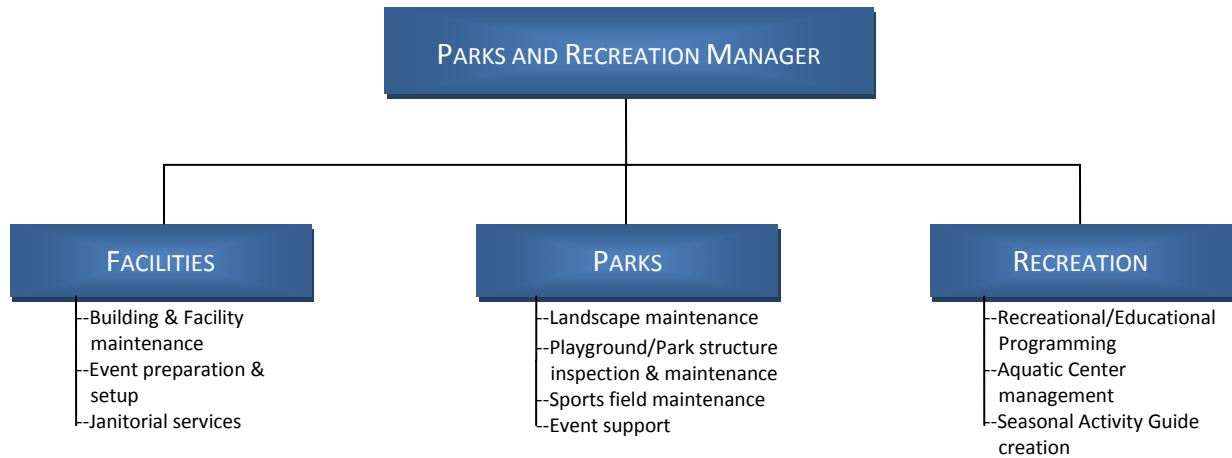
**Debt Service Fund - 1999, 2001 and 207 COP's - Funds 4105-1500, 4106-1500, & 4108-1500**

Code	Revenue Classification	Actual Revenue 2007-08	Actual Revenue 2008-09	Actual Revenue 2009-10	Estimated Year- End 2010-11	% Used	Adopted Budget 2011-12	
4170	Other Revenue Sources 2007 COP's*	4108-0000-4170	355,000					
4255	Interest Earnings							
	1999 COP's	4105-0000-4255	3,961	620	2,448	0	0	
	2001 COP's	4106-0000-4255	6,352	997	1,977	0	0	
	2007 COP's	4108-0000-4255	385	50	0	0	0	
9610	Transfer from General Fund							
	1999 COP's	4105-1500-6999-1001	467,524	409,709	384,906	390,500	400,000	
	2001 COP's	4106-1500-6999-1001	256,672	241,010	268,577	241,290	283,500	
	2007 COP's*	4108-1500-6999-1001			402,339	893,536	893,349	
9610	Transfer from General Government Facilities							
	2007 COP's*	4108-1500-9610-4730	326,959	808,574	483,510			
<b>Total Revenues</b>			<b>1,416,853</b>	<b>1,460,960</b>	<b>1,543,757</b>	<b>1,525,326</b>	<b>0</b>	<b>1,576,849</b>

Code	Expenditure Classification	Actual Expense 2007-08	Actual Expense 2008-09	Actual Expense 2009-10	Estimated Year- End 2010-11	% Used	Adopted Budget 2011-12	
	Debt Service							
9840	1999 COP's Principle	4105-1500-9840-0000	285,000	295,000	300,000	305,000	315,000	
9860	1999 COP's Interest	4105-1500-9860-0000	125,640	55,779	12,028	10,500	10,000	
9840	2001 COP's Principle	4106-1500-9840-0000	176,250	180,000	187,500	195,000	202,500	
9860	2001 COP's Interest	4106-1500-9860-0000	52,158	25,171	10,196	11,290	11,000	
9840	2007 COP's Principle	4108-1500-9840-0000	0	300,000	390,000	405,000	420,000	
9860	2007 COP's Interest	4108-1500-9860-0000	669,844	505,894	493,143	485,831	470,644	
8940	Debt Service Admin	4105-1500-8940-0000	60,845	59,550	75,327	75,000	75,000	
8940	Debt Service Admin	4106-1500-8940-0000	34,617	36,836	72,858	35,000	70,000	
8940	Debt Service Admin	4108-1500-8940-0000	12,500	2,730	2,705	2,705	2,705	
<b>Total Expenditures</b>			<b>1,416,854</b>	<b>1,460,960</b>	<b>1,543,757</b>	<b>1,525,326</b>	<b>0</b>	<b>1,576,849</b>

ENDING FUND BALANCE

# PARKS AND RECREATION



## DEPARTMENT DESCRIPTION



**Facilities:** The Division is responsible for managing the maintenance, operations and renovations and repairs of the buildings located in Town Parks. These include all restroom facilities in the parks, the James A Woody Community Center, Gymnasium, mini-gymnasium and the Civic Center Park Aquatic Center. The Division is also responsible for preparing facilities for programmed services such as classes and rental uses. 2011-12 FTES – 4.

**Parks:** The Division is responsible for all landscaping, turf management and sports field maintenance in the Town’s 13 parks and 142 acres of developed land. The Division is also responsible to maintain and ensure that all playground and recreation use areas in the parks are safe. Lastly, the Division is responsible for event support for many of the various departments throughout the Town. 2011-12 FTEs – 14.5.

**Recreation:** The Division is responsible for the coordination and delivery of a full-service leisure and recreation program. Program areas include but are not limited to: adult and youth sports, liaison to a 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 sites, management of a year-round Aquatic Center. The Recreation Division is also responsible for creating an in-house activity guide three times a year. 2011-12 FTEs – 20.



## 2011-12 PROGRAMMATIC CHANGES

The Parks and Recreation Department like all other Town Departments, is attempting to offer a continued high level of service with little impact to the community in spite of the economic downturn of the last four years. For the most part, this has been accomplished and will continue. However, due to escalating water costs, an aging fleet and equipment maintenance costs, some reductions in services will be required for FY 2011-2012.

Fertilization of turf has been significantly reduced from the operation program for this upcoming year. As a continued practice, this would cause the turf to become nutrient deficient and become thinner, have a yellowish tint, allow for greater weed growth and will use the water less effectively.

Over seeding and topdressing of sports fields has been removed from this year's budget request. This will delay the amendment of the soil profile at the Lenny Brewster Sports Complex and could highlight increased wear and tear on the turf.

A funding request has been placed in playground maintenance funds only where safety surfacing replacement is a requirement. No other funding is requested and could require taking play equipment out of service rather than repair.

Equipment rental funds have been reduced. This, compiled with the increasing costs of maintenance on aging equipment, could inhibit a high level of productivity in the Parks Department.

Some replacement equipment and amenity items have been deferred resulting in a reduction in productivity and sometimes a less than aesthetically pleasing picture. An example of this would be replacement of the smoking urns throughout the Park system has been put on hold and some mildly broken urns are still in use.

Most youth and adult sports programs as well as recreation event programming is designed with a fee structure that covers all of the direct costs associated with the program and sends a contribution to offset some of the Department's indirect costs. This contribution number is 10% for youth programming and 20% for adult programming.

The Town's large scale Special Event Programming is coordinated through the Town's PIO Department but the revenue and expenditures, including the majority of the full-time Event Coordinator, is included in the Parks and Recreation budget allocation.

ADAAG 2004, a law emphasizing ADA guidelines, requires commercial aquatic facilities to have two separate entry features into pools with over 300 lineal feet of pool wall. This requires the purchase of a secondary entry system. An allocation request for the purchase of a portable handicap chair lift is requested to comply with this requirement.



## 2010-11 HIGHLIGHTS

- Demolition and renovation of 12 dugouts at James Woody Park, using CDBG funds. The renovation of the dugouts eliminated a substantial problem area for James Woody Park.
- As a joint project with the Equestrian Advisory Committee, installed irrigation and trees at Horsemen's Center.

- Made significant improvements to Rodeo and Show arenas at Horsemen's Center including modification of the base material and installation of automatic irrigation system.
- Renovated former Park's Office Space in the James Woody Community Center to accommodate new Sheriff's Sub-Station.
- Renovated the restrooms in the gymnasium.

- Installed a variable speed drive in the Aquatic Center, resulting in up to 30% electric savings per year. With S.C.E. rebate, the payback period is less than 3 years.
- Hosted 8 large event scale soccer tournaments at the Lenny Brewster Sports Center.
- Received a grant from Kaiser Permanente to provide over 200 children with swim lessons at no cost.
- Received a grant from San Bernardino County to start Healthy Apple Valley, including healthy eating classes, activities and the first Healthy Apple Valley Health Expo in May 2011.
- Continued development of Civic Center Park with the installation of a massive new playground as well as seating amenities throughout the park.
- Completed the renovation and extension of 3-Diamond Skate Park.
- Assisted in the establishment of a weekly Farmer's Market at Lion's Park.
- Host to an annual youth track meet that has become the largest local level Hershey's track and field meet in Southern California.
- Successfully partnered with HD Events to host the first triathlon in Apple Valley.

- Implement an automated service request system.
- Complete a renovation of the James A. Woody Community Center Kitchen.
- Replace Auditorium doors in James A. Woody Community Center.
- Install an enhanced security camera system at James Woody Park using CDBG allocation.
- Partner with the local Little League program to replace the backstop on Field #1 at James Woody Park.
- Install shelter at Horsemen's Center using the removed shelter structures from Corwin, Mendel and Thunderbird Parks.
- Partner with local service groups to install large picnic shelter at Civic Center Park.
- Continue to expand the Healthy Apple Valley program throughout the Department's offerings.
- Expand teen and senior programming.
- With award of Prop 84 grant, implement phase II of the James Woody Park improvement plan to include BMX Flow Park.
- Continue to evaluate and when applicable partner with outside groups to offer large scale endurance events such as runs, bike tours, triathlons in Apple Valley.
- Promote and increase usage of the New Town Hall Conference Center.
- Increase marketing and attendance at Aquatic Center.

## 2011-12 GOALS AND OBJECTIVES

- Complete Master Plan of Parks and Recreation Services
- Develop and implement an approved cost recovery model for all programs and services.
- Add permanent shade structures to the Aquatic Center.

### Department Performance Measures – Parks and Recreation

	Actual FY 08-09	Actual FY 09-10	Estimated FY 10-11	Goal FY 11-12
Aquatic center participants	22,843	20,494	20,200	21,200
Reportable safety incidents	4	4	6	0
Success rate of classes and programs	80%	83%	88%	92%
Volunteer hours donated	3497	6004	3960	5000
After school participants	4811	4301	4425	4550
Acres of parks maintained per FTE	9.86	10.2	10.5	10.96

PARKS & RECREATION							
Code	Revenue Classification	Actual Revenue 2008-09	Actual Revenue 2009-10	Amended Budget 2010-11	Estimated Revenue 2010-11	% Used	Adopted Budget 2011-12
<b>Parks &amp; Recreation - Revenue</b>							
	BEGINNING FUND BALANCE	(2,267,918)	(2,878,420)	(3,945,669)	(3,945,669)		(5,401,650)
4020	Taxes	1,734,755	1,507,282	1,560,000	1,560,000	100.0%	1,575,600
	Represents approximately 4.6% of the Property Tax Levy						
4131	Tax Increment/Pass Through PA#1	520,608	283,920	242,000	242,000	100.0%	242,000
4134	Tax Increment/Pass Through PA#2	20,045	95,488	70,400	70,400	100.0%	70,400
4181	Refunds, Riemb, Rebates	6,580	18,615	15,000	6,000		15,000
4184	Cash Over/Short	79	52				
4255	Interest Earnings (Expense)	(70,940)	(31,401)		(25,000)		(25,000)
5570	Misc Recreation Revenue	3,117	979				1,000
5700	Rents	160,862	159,995	125,000	125,000	100.0%	135,000
6999	Transfer in - General Fund						800,690
	<b>Sub-Total - General Revenues</b>	<b>2,375,106</b>	<b>2,034,930</b>	<b>2,012,400</b>	<b>1,978,400</b>	<b>98.3%</b>	<b>2,814,690</b>
6610	Adult Sports						
5020	Adult Basketball	5,022	7,265	7,200	7,200	100.0%	7,800
5030	Adult Basketball Tny	237	510	800	0	0.0%	-
5035	Adult Kickball	4,038	1,125	3,150	0	0.0%	3,150
5040	Adult Soccer	0	600	2,570	0	0.0%	3,070
5050	Open Gym	9,991	7,113	9,000	7,650	85.0%	8,300
5060	Softball	13,557	16,655	13,230	13,230	100.0%	17,325
5070	Softball Tny	0	0	1,600	0	0.0%	1,600
5090	Volleyball	0	355	1,380	0	0.0%	-
	<b>Sub-Total - Adult Sports Revenue</b>	<b>32,845</b>	<b>33,623</b>	<b>38,930</b>	<b>28,080</b>	<b>72.1%</b>	<b>41,245</b>
6640	Civic Center Aquatics Complex						
5105	AV Wave	14,167	33,815	42,500	44,000	103.5%	45,500
5125	Concession Sales - Pool	9,948	9,497	8,000	8,250	103.1%	8,250
5130	CPR Challenge Course	663	509	576	500	86.8%	620
5140	Evening Lap Swim	8,877	6,217	7,950	3,400	42.8%	4,500
5145	Evening Rec Swim	2,454	2,552		1,823	0.0%	2,000
5150	Guard Start	575	331	748	748	100.0%	720
5155	Lifeguard Training	2,498	1,568	2,018	2,187	108.4%	2,500
5160	Morning Lap Swim	17,608	16,731	17,000	15,500	91.2%	17,500
5165	Open Dive Water Course	3,012	2,206	4,350	2,100	48.3%	2,500
5170	Open Rec Swim	25,040	17,764	20,000	20,000	100.0%	20,500
5175	Pool Rentals	64,804	60,578	61,350	53,000	86.4%	54,000
5180	Pool Special Events	518	184	750	750	100.0%	1,000
5185	Splash Dance	12,115	11,252	12,500	11,000	88.0%	11,500
5190	Swim Lessons	39,377	43,582	45,000	45,000	100.0%	46,000
5195	Water Aerobics	22,500	19,002	17,310	14,000	80.9%	16,000
6816	Grants		10,000				
	<b>Sub-Total - Civic Center Aquatics</b>	<b>224,156</b>	<b>235,788</b>	<b>240,052</b>	<b>222,258</b>	<b>92.6%</b>	<b>233,090</b>
6670	ASAP						
5510	After School Program	138,782	135,335	128,250	130,000	101.4%	141,100
	<b>Sub-Total - Afterschool Program</b>	<b>138,782</b>	<b>135,335</b>	<b>128,250</b>	<b>130,000</b>	<b>101.4%</b>	<b>141,100</b>
6700	CAVE						
5225	Cave	7,391	16,038	14,864	8,000	53.8%	0
	<b>Sub-Total - CAVE</b>	<b>7,391</b>	<b>16,038</b>	<b>14,864</b>	<b>8,000</b>	<b>53.8%</b>	<b>0</b>
6730	Day Camp						
5255	Day Camp	32,491	31,124	35,962	31,000	86.2%	34,000
	<b>Sub-Total - Day Camp</b>	<b>32,491</b>	<b>31,124</b>	<b>35,962</b>	<b>31,000</b>	<b>86.2%</b>	<b>34,000</b>
6760	Instructor Classes						
5305	Academic Tots	28,227	25,408	26,800	23,000	85.8%	26,000
5310	Adult Tap	1,908	1,129	1,000	-	0.0%	
5315	Archery	30	146				
5320	Arts & Crafts	198	754		0		
5325	Ballet & Tap	416	722	400	1,100	275.0%	1,000
5330	Baton Twirling	1,714	1,971	2,400	3,758	156.6%	3,600
5335	Belly Dancing	2,584	694	650	575	88.5%	550
5345	Cheer-Tumbling	6,562	6,733	5,500	3,700	67.3%	4,400
5350	Child & Babysitting Safety	163	27				

PARKS & RECREATION							
Code	Revenue Classification	Actual Revenue 2008-09	Actual Revenue 2009-10	Amended Budget 2010-11	Estimated Revenue 2010-11	% Used	Adopted Budget 2011-12
5355	CPR & First Aid	4,297	3,025	2,800	2,800	100.0%	2,750
5360	Dog Obedience	4,780	2,977	3,000	2,500	83.3%	2,500
5365	Drivers Ed	2,465	1,675	1,800	1,100	61.1%	1,500
5370	Fencing	11,124	12,193	11,500	9,900	86.1%	10,000
5375	Golf Lessons	1,741	3,978	2,200	6,500	295.5%	6,000
5380	Guitar Lessons	2,613	2,052	2,200	2,150	97.7%	2,200
5390	Hip Hop Dance	0	1,462	2,000	2,850		3,000
5392	Just Baby and Me	153					
5393	Kung Fu	45	1,624		3,000		3,000
5395	Kindermusik	2,862	206				
5405	Low Impact Aerobics	7,665	13,593	13,000	15,000	115.4%	14,000
5410	Painting & Drawing	845	727	500	990	198.0%	550
5415	Parent & Tot	8,623	12,034	12,500	11,000	88.0%	11,500
5425	Preschool Art	462	1,265	900	700	77.8%	500
5430	Rent-A-Santa	835	1,167	1,200	1,160	96.7%	1,200
5432	Road to Creativity	746	564	500	400	80.0%	500
5435	Salsa & Latin Dance	1,300	1,279	1,600	50	3.1%	0
5442	Scrapbooking	20					
5445	Shotakan Karate	5,897	5,620	5,400	4,600	85.2%	4,800
5450	Smart Start Baseball	(375)					
5455	Smart Start Basketball	(265)					
5460	Smart Start Soccer	(125)					
5465	Summer Camps	2,628	4,203	4,500	-	0.0%	1,200
5470	Swing Dance	4,209	1,637	1,500	750	50.0%	780
5475	Tae Kwon Do	16,647	11,016	13,000	2,650	20.4%	0
5480	Tai Chi	4,442	4,981	5,000	5,000	100.0%	5,000
5485	Tennis	4,901	5,180	3,500	5,200	148.6%	5,000
5490	Tiny Tot Dance	2,701	2,928	2,000	3,800	190.0%	3,450
5495	Wrestling	1,541	1,246	1,200	-	0.0%	
5498	Yoga	6,695	7,279	7,000	5,100	72.9%	5,500
5863	Cooking, Kitchen Smarts	304	260				
	<b>Sub-Total - Instructor Classes</b>	<b>141,578</b>	<b>141,755</b>	<b>135,550</b>	<b>119,333</b>	<b>88.0%</b>	<b>120,480</b>
6790	PIO Events						
5505	AV Round-up	0					
5508	Fall Festival	750	2,035	1,500	1,500		1,500
5510	Community Yard Sales	2,743	4,899	5,000	5,000	100.0%	2,000
5515	Craft Fairs	1,320	1,260	1,000	1,000	100.0%	1,000
5525	Freedom Festival	16,505	3,515	6,000	6,000	100.0%	5,000
5535	Concerts in the Park	3,005	9,590	8,000	8,000		5,000
5540	Sponsorship Revenue	2,592	1,000	0	0		
	<b>Sub-Total - PIO Events</b>	<b>26,915</b>	<b>22,299</b>	<b>21,500</b>	<b>21,500</b>	<b>100.0%</b>	<b>14,500</b>
6820	Recreation						
4143	Concession/Vending Sales	85	75	0	22		
4184	Cash over/Short	(30)					
5570	Misc Revenue	175					
	<b>Sub-Total - Recreation</b>	<b>230</b>	<b>75</b>	<b>0</b>	<b>22</b>		<b>0</b>
6850	Rec Dept Events						
5602	Active Adults		1,619	480	580		1,200
5605	AV Idol	592	100	100	100	100.0%	100
5610	AV Most Talented Kid	270	411	405	405	100.0%	405
5620	Bunny Run	2,853	2,745	2,060	2,060	100.0%	2,250
5625	Campfire Programs	118	510	432	250	57.9%	232
5630	Eggstravanga	1,040	1,331	1,300	1,300	100.0%	1,040
5633	Family Olympics	55					
5635	Firecracker Run	2,621	3,257	2,310	2,310	100.0%	2,140
5640	Haunted House	727	1,028	1,040	1,040	100.0%	1,040
5645	Kiddie Carnival	790	997	1,250	1,250	100.0%	1,100
5650	Mothers Day Tea Party	0					300
5654	Parents Night Out	159	24				
5655	MudFest	1,350		1,200	1,200	100.0%	1,200
5660	Fall Festival Run	1,066	755	1,200		0.0%	
5665	Special Apples	601	1,553	1,000	1,000	100.0%	1,080

PARKS & RECREATION							
Code	Revenue Classification	Actual Revenue 2008-09	Actual Revenue 2009-10	Amended Budget 2010-11	Estimated Revenue 2010-11	% Used	Adopted Budget 2011-12
5668	Sponsorship Revenue - Rec Dept	574					
5669	Swing the Town		1,922	2,328	2,328	100.0%	2,385
5670	Teen Events	57	112	500	500	100.0%	250
5680	Turkey 5K Run	1,527	2,871	2,060	2,060	100.0%	1,840
5690	Teen Zone	1,034	483	500	500	100.0%	600
	<b>Sub-Total - Rec Dept Events</b>	<b>15,434</b>	<b>19,718</b>	<b>18,165</b>	<b>16,883</b>	<b>92.9%</b>	<b>17,162</b>
6880	Rentals						
5615	Birthday Party Packages	108	0	600	600	100.0%	540
5700	Rentals	45,209	47,062	55,000	53,000	96.4%	55,000
5710	Lights	18,558	12,178	10,000	10,000	100.0%	10,000
5720	Parking Fee	31,425	28,360	40,000	41,000	102.5%	40,500
	<b>Sub-Total - Rentals</b>	<b>95,300</b>	<b>87,600</b>	<b>105,600</b>	<b>104,600</b>	<b>99.1%</b>	<b>106,040</b>
6900	Skate Park Facilities						
4170	Other Revenue Sources			248,902	248,902	100.0%	
	<b>Sub-Total - Rentals</b>	<b>0</b>	<b>0</b>	<b>248,902</b>	<b>248,902</b>	<b>100.0%</b>	<b>0</b>
6940	User Groups						
5805	User Group Disposal Fees	164	383	300	300		300
5810	Rents	16,460	8,627	13,000	10,000	76.9%	11,000
	<b>Sub-Total - User Groups Revenue</b>	<b>16,624</b>	<b>9,010</b>	<b>13,300</b>	<b>10,300</b>	<b>77.4%</b>	<b>11,300</b>
6970	Youth Sports						
5668	Sponsorship Revenue	1,200	1,100	2,000	550	27.5%	1,000
5852	3 on 3 Soccer Tournament	392	390	750	750	100.0%	1,050
5855	Adventures in PW Sports	2,238	2,240	2,500	2,500	100.0%	2,450
5860	Basketball Tournament	931	1,430	2,790	2,790	100.0%	2,790
5862	Coed Volleyball	0	1,480	2,600	2,600	100.0%	2,600
5865	Father Son Basketball Tournament	547	124	550	550	100.0%	560
5868	Flag Football	87	40	2,500	2,500	100.0%	3,000
5870	Winter Pee Wee/Hot Shots Basketball	4,715	5,150	2,880	2,880	100.0%	3,150
5872	Peewee Soccer	1,761	2,382	2,300	2,562	111.4%	2,975
5874	Summer Peewee/Hotshots Basketball			2,300	2,300		2,450
5875	Summer Youth Basketball	7,082	8,451	7,200	7,200	100.0%	10,000
5885	T-Ball	3,584	2,665	2,880	2,880	100.0%	2,975
5890	Youth Basketball	13,245	14,403	14,000	14,810	105.8%	18,000
	<b>Sub-Total-Youth Sports Revenue</b>	<b>35,782</b>	<b>39,855</b>	<b>45,250</b>	<b>44,872</b>	<b>99.2%</b>	<b>53,000</b>
	<b>Total Revenue - Parks and Rec</b>	<b>3,142,634</b>	<b>2,807,150</b>	<b>2,809,823</b>	<b>2,715,248</b>	<b>96.6%</b>	<b>3,586,607</b>

# PARKS & RECREATION

TOTAL BUDGET –\$3,806,607

The Park and Recreation Department is responsible for managing the operation, maintenance, repairs and renovations of all Town owned parks, Town Hall, Police Department, Municipal Services Department, the James A. Woody Community Center and gymnasiums and the Civic Center Aquatic Center. In addition the department coordinates and implements a vast community recreation program. To better manage departmental expenditures, all Grant and Quimby related funds have been budgeted separately. The Civic Center Park Aquatic Center budget reflects a year-round operating season including operational expenses for winter months, anticipating that the school district will rent the facility during those months as they have done in the past. As in the past expenditures are expected to exceed revenues; this fiscal year the shortfall is expected to be \$1,020,690.



PARKS & RECREATION 2510							
Code	Expenditure Classification	Actual Expense 2008-09	Actual Expense 2009-10	Amended Budget 2010-11	Estimated Expense 2010-11	% Used	Adopted Budget 2011-12
<b>Parks &amp; Recreation - Expenditures</b>							
6110	Brewster Park						
	7010 Salaries & Wages - Permanent	65892	50640	47,550	51,010		156,875
	7020 Salaries & Wages - Part-time	1081	1731	1,000	2,167		3,195
	7030 Overtime		179		152		
	7110 Cafeteria Benefits	3842	10651	9,500	9,419		29,834
	7130 FICA	42	110	55	134		198
	7140 Health/Other Benefits - Retirees		1198				
	7150 Medicare	253	763	750	765		2,321
	7160 PERS	3874	11027	10,950	11,048		38,643
	<b>Sub-Total Personnel</b>	<b>74,984</b>	<b>76,299</b>	<b>69,805</b>	<b>74,695</b>		<b>231,066</b>
	7180 Uniforms				100		-
	7223 Disposal Services	2,295	3,115	2,650	3,100		3,200
7295-0847	Electricity Usage	1,745	1,380	1,750	1,788		1,800
7295-0849	Water Usage	119,517	136,061	114,000	138,000		140,000
	7367 Signing	668	158	0	677		0
	7383 Vandalism Repairs	1,324	333	300	250		250
	7655 Building Maintenance	118					
	7755 Grounds Maintenance	25,852	8,646	9,000	8,000		5,500
7760-2000	Playground Maintenance	1,306	23	600	0		1,200
7765-1000	Sports Field Maintenance	17,587	23,897	12,500	6,000		1,000
	7770 Sports Field Light Maintenance	0	743	700	1,200		700
	7775 Sports Field Lighting Usage	22,254	27,051	22,000	23,000		23,000
	7780 Irrigation Supplies	11,728	5,479	7,000	7,000		3,500
	9039 Equipment Rental	0	277	500	500		500
	9300 Capital Projects	5,234					
	<b>Sub-Total - Brewster Park</b>	<b>284,612</b>	<b>283,462</b>	<b>240,805</b>	<b>264,310</b>	-	<b>411,716</b>
6130	Civic Center Park						
	7010 Salaries & Wages - Permanent	73,661	67,724	67,507	69,455		99,372
	7020 Salaries & Wages - Part-time	1,081	1,731	1,000	2,167		1,966
	7030 Overtime		297		555		
	7110 Cafeteria Benefits	4,557	14,254	13,900	13,966		19,859
	7130 FICA	43	110	55	134		122
	7150 Medicare	352	1,064	1,010	1,109		1,470
	7160 PERS	5,079	14,777	14,740	15,041		24,478
	<b>Sub-Total Personnel</b>	<b>84,773</b>	<b>99,957</b>	<b>98,212</b>	<b>102,427</b>		<b>147,267</b>
	7180 Uniforms				143		0
	7223 Disposal Services	3,584	2,779	2,900	3,900		3,900
7295-0849	Water Usage	53,457	60,706	56,000	66,000		69,000
	7310 Assessment District Costs	13,858	13,856		13,868		13,900
	7367 Signing	968		0	375		250
	7383 Vandalism Repairs	120	42	50	100		100
	7655 Building Maintenance	420	4				0
	7755 Grounds Maintenance	4,074	7,242	5,175	4,000		3,000
	7780 Irrigation Supplies	2,502	1,839	2,500	3,000		1,250
	9039 Equipment Rental	0	155	200	200		500
	<b>Sub-Total - Civic Center Park</b>	<b>163,756</b>	<b>186,580</b>	<b>165,037</b>	<b>194,013</b>	0	<b>239,167</b>
6150	Corwin Park						
	7010 Salaries & Wages - Permanent	44319	31599	29,715	31,813		21,079
	7020 Salaries & Wages - Part-time	1081	1731	1,000	2,167		492
	7030 Overtime		85		54		
	7110 Cafeteria Benefits	2603	7108	6,289	6,119		3,919
	7130 FICA	43	110	55	134		31
	7140 Health/Other Benefits - Retirees		900				
	7150 Medicare	163	483	470	488		313
	7160 PERS	2456	6872	6,772	6,892		5,192
	<b>Sub-Total Personnel</b>	<b>50,665</b>	<b>48,888</b>	<b>44,301</b>	<b>47,667</b>		<b>31,026</b>
	7180 Uniforms				54		
	7223 Disposal Services	344	373	350	1,151		400
7295-0847	Electricity Usage	908	1,066	850	850		850
7295-0849	Water Usage	14,558	18,974	14,500	17,850		18,000

PARKS & RECREATION 2510							
Code	Expenditure Classification	Actual Expense 2008-09	Actual Expense 2009-10	Amended Budget 2010-11	Estimated Expense 2010-11	% Used	Adopted Budget 2011-12
	7367 Signing	226		0			0
	7383 Vandalism Repairs	473	236	200	150		150
	7755 Grounds Maintenance	1,528	1,296	1,800	1,550		1,100
7760-2000	Playground Maintenance	1,271	2,006	800	1,380		3,400
	7780 Irrigation Supplies	569	482	600	600		300
	9039 Equipment Rental		0	0			500
	Sub-Total - Corwin Park	70,542	73,321	63,401	71,252	-	55,726
6170	Ferrarese Park						
	7010 Salaries & Wages - Permanent	14852	0	0			0
	Sub-Total Personnel	14,852	0	0			0
	Sub-Total - Ferrarese Park	14,852	-	-	-	-	-
6190	Parks Grounds Operations						
	Sub-Total Personnel			-			0
	7180 Uniform Expenses	7,949	7,873	8,500	7,250		7,500
	7223 Disposal Services		1,184				
	7229 Education & Training	793	1,568	1,600	900		1,000
	7241 Meetings & Conferences	64	255	300	155		200
	7247 Memberships & Dues	560	315	500	450		500
	7253 Mileage Exp/Allowance		203		40		0
	7259 Misc Costs	776	434	500	350		250
	7265 Office Supplies	229	16				
	7277 Printing	0			3		0
7295-0109	Utilities	8,448	8,448		8,448		8,448
	7360 Safety & Security	231	672	500	475		475
	7383 Vandalism Repairs	20	128				
	7755 Grounds Maint	19	25		244		0
	7970 Small tools	5,944	5,635	5,000	5,000		3,000
	8940 Contract Services	0					
	9013 Communications Equip	857	1,596	1,000	1,500		1,500
	9026 Equipment Maintenance	31,495	20,634	13,000	18,000		20,000
	9039 Rental Equipment	0	44				
	9052 Gasoline, Diesel, Oil	42,662	47,308	42,000	45,000		47,000
	9078 Safety Equipment	785	876	1,200	2,600		1,000
	9091 Vehicle Maintenance	8,378	9,359	11,000	13,000		16,000
	9120 Capital Equipment	0					
	9999 Transfer - 1001	293,050	302,163	355,410	355,410		346,499
	Sub-Total - Parks Grounds Oper	402,260	408,736	440,510	458,825	-	453,372
6210	Horsemen's Center						
	7010 Salaries & Wages - Permanent	63,763	57,344	55,050	59,674		99,208
	7020 Salaries & Wages - Part-time	1,081	1,731	1,000	2,167		1,966
	7030 Overtime	174	174		258		
	7110 Cafeteria Benefits	3,510	10,912	11,800	11,052		19,159
	7130 FICA	43	110	55	134		122
	7150 Medicare	291	862	845	904		1,467
	7160 PERS	4,323	12,411	12,295	12,571		24,438
	Sub-Total Personnel	73,185	83,544	81,045	86,760		146,360
	7180 Uniforms				107		
	7223 Disposal	200			25		
7295-0847	Electricity Usage	8,705	9,148	9,000	5,600		6,000
7295-0849	Water Usage	715	883	810	800		800
	7367 Signing	379		0			
	7383 Vandalism Repairs	379	268	300	100		150
	7655 Building Maintenance						
	7755 Grounds Maintenance	6,540	1,936	4,000	1,800		1,100
7760-2000	Playground Maintenance	5	1,321	2,000	1,500		0
7765-1000	Sports Field Maintenance	11,342	4,888	0	2,901		500
	7770 Sports Field Light Maintenance	0	0	200	220		200
	7780 Irrigation Supplies	6,651	6,379	6,000	15,000		1,000
	9039 Equipment Rental	307	450	500	0		500
	9120 Capital Equipment	0	12,982				
	9300 Capital Project						5,000
	Sub-Total - Horsemen's Center	108,408	121,799	103,855	114,813	-	161,610



PARKS & RECREATION 2510							
Code	Expenditure Classification	Actual Expense 2008-09	Actual Expense 2009-10	Amended Budget 2010-11	Estimated Expense 2010-11	% Used	Adopted Budget 2011-12
6230	James Woody Community Center Park						
7010	Salaries & Wages - Permanent	159,282	130,750	135,724	135,724		147,114
7020	Salaries & Wages - Part-time	1,081	1,731	1,000	2,167		7,128
7130	Overtime		164		147		
7110	Cafeteria Benefits	7,297	22,865	25,750	23,424		25,826
7130	FICA	43	110	55	134		442
7150	Medicare	668	2,021	1,920	2,089		2,237
7160	PERS	9,759	28,457	28,908	28,908		36,238
	<b>Sub-Total Personnel</b>	<b>178,130</b>	<b>186,098</b>	<b>193,357</b>	<b>192,593</b>		<b>218,985</b>
7180	Uniforms				196		0
7223	Disposal Services	11,675	11,955	11,405	11,405		11,400
7295-0847	Electricity Usage	4,785	5,078	3,725	4,800		4,800
7295-0849	Water Usage	30,747	42,726	25,440	30,500		31,500
7310	Assess,emt Dostroct Cpsts		3,502		3,502		3,550
7367	Signing	1,920	190	0	298		250
7383	Vandalism Repairs	1,193	1,053	850	500		500
7655	Building Maintenance		156		381		0
7755	Grounds Maintenance	8,004	7,658	6,750	6,750		3,000
7760-2000	Playground Maintenance	74	5,188	2,000	500		1,800
7765-1000	Sports Field Maintenance	6,811	7,195	10,500	7,200		1,000
7770	Sports Field Lighting Maintenanc	2,361		300	750		1,000
7775	Sports Field Lighting Usage	3,662	2,960	3,250	2,500		2,300
7780	Irrigation Supplies	8,963	9,200	7,500	7,000		4,000
9039	Equipment Rental	165	723	0	1,000		500
9300	Capital Projects	20,086	19,957				
9610-2520	Transfer - Quimby						
	<b>Sub-Total - Community Center P</b>	<b>278,576</b>	<b>303,639</b>	<b>265,077</b>	<b>269,875</b>	-	<b>284,585</b>
6250	Lions Park						
7010	Salaries & Wages - Permanent	44,537	33,366	32,045	34,977		7,767
7020	Salaries & Wages - Part-time	1,080	1,731	880	2,167		492
7030	Overtime		105		108		
7110	Cafeteria Benefits	2,036	6,394	6,750	6,528		1,500
7130	FICA	43	110	55	134		30
7150	Medicare	177	514	500	544		120
7160	PERS	2,551	7,241	7,200	7,358		1,913
	<b>Sub-Total Personnel</b>	<b>50,424</b>	<b>49,461</b>	<b>47,430</b>	<b>51,816</b>	0	<b>11,822</b>
7180	Uniforms				53		
7223	Disposal Services -- New port-		745	660	550		600
7295-0847	Electricity Usage	198	278	215	200		210
7295-0848	Water Usage	8,311	9,420	8,374	9,250		9,500
7367	Signing	139	0	0			0
7383	Vandalsim	9	14	50	50		0
7755	Grounds Maintenance	797	490	400	300		300
7780	Irrigation Supplies	159	240	160	160		160
9300	Capital Projects	0	0				
	<b>Sub-Total - Lions Park</b>	<b>60,037</b>	<b>60,648</b>	<b>57,289</b>	<b>62,379</b>	-	<b>22,592</b>
6270	Mendel Park						
7010	Salaries & Wages - Permanent	61,508	52,783	50,800	55,057		17,651
7020	Salaries & Wages - Part-time	1,238	1,731	1,000	2,167		246
7030	Overtime		172		212		0
7110	Cafeteria Benefits	3,247	10,161	10,550	10,370		3,409
7130	FICA	43	110	55	134		16
7150	Medicare	270	796	780	834		260
7160	PERS	3,990	11,447	11,375	11,607		4,348
	<b>Sub-Total Personnel</b>	<b>70,296</b>	<b>77,200</b>	<b>74,560</b>	<b>80,381</b>	0	<b>25,930</b>
7180	Uniforms				103		
7223	Disposal Services	830	917	792	825		850
7295-0847	Electricity Usage	5,213	5,716	4,950	5,000		5,100
7295-0849	Water Usage	152	245	150	150		100
7367	Signing	276	0	0			0
7383	Vandalism Repairs	363	175	225	300		250
7755	Grounds Maintenance	1,988	833	1,150	750		300

PARKS & RECREATION 2510							
Code	Expenditure Classification	Actual Expense 2008-09	Actual Expense 2009-10	Amended Budget 2010-11	Estimated Expense 2010-11	% Used	Adopted Budget 2011-12
7760-2000	Playground Maintenance	1,901	111	1,650	1,650		3,400
7765-1000	Sports Field Maintenance	0	143	0			0
	7770 Sports Field Light Maintenance		0	0	0		0
	7775 Sports Field Lighting Usage		0	300	0		0
	7780 Irrigation Supplies	2,803	1,656	1,000	1,000		750
	9039 Equipment Rental	11	0	0			250
	9300 Capital Projects	0	0				
9610-2520	Transfer - Quimby		0				
	<b>Sub-Total - Mendel Park</b>	<b>83,833</b>	<b>86,996</b>	<b>84,777</b>	<b>90,159</b>	<b>-</b>	<b>36,930</b>
6290	Cramer Family Park						
	7010 Salaries & Wages - Permanent	37,750	24,556	23,568	24,893		13,783
	7020 Salaries & Wages - Part-time	1,109	1,731	1,000	2,167		492
	7030 Overtime		62		35		0
	7110 Cafeteria Benefits	1,984	5,573	5,050	4,916		2,573
	7130 FICA	43	110	100	134		30
	7140 Health/Other Benefits - Retirees		550				
	7150 Medicare	130	379	375	390		207
	7160 PERS	1,928	5,349	5,300	5,393		3,395
	<b>Sub-Total Personnel</b>	<b>42,944</b>	<b>38,310</b>	<b>35,393</b>	<b>37,928</b>		<b>20,480</b>
	7180 Uniforms				43		
7295-0847	Electricity Usage	327	346	340	340		360
7295-0849	Water Usage	11,811	13,139	12,455	14,000		14,600
	7310 Assesment District Costs	3,454	3,454		3,457		3,460
	7367 Signing	178	669	0			0
	7383 Vandalism Repairs	1,399	534	500	500		500
	7655 Building Maintenance	0					
	7755 Grounds Maintenance	1,004	1,621	850	500		500
7760-2000	Playground Maintenance	762	2	800	800		900
	7780 Irrigation Supplies	1,541	875	1,000	1,000		750
	9039 Equipment Rental	0	0	0			200
	<b>Sub-Total - Cramer Family Park</b>	<b>63,420</b>	<b>58,950</b>	<b>51,338</b>	<b>58,568</b>	<b>0</b>	<b>41,750</b>
6310	Schmidt Park						
	7010 Salaries & Wages - Permanent	54988	45342	43,720	47,344		15,171
	7020 Salaries & Wages - Part-time	1209	1731	1,000	2,167		492
	7030 Overtime		150		169		0
	7110 Cafeteria Benefits	2800	8783	9,025	8,966		2,930
	7130 FICA	43	110	100	134		30
	7150 Medicare	235	688	675	724		227
	7160 PERS	3440	9841	9,775	9,985		3,737
	<b>Sub-Total Personnel</b>	<b>62,715</b>	<b>66,645</b>	<b>64,295</b>	<b>69,489</b>		<b>22,587</b>
	7180 Uniforms				87		-
	7223 Disposal Services		659	792	800		850
7295-0847	Electricity Usage	337	436	340	350		360
7295-0849	Water Usage	3,646	4,438	3,500	3,100		3,250
	7367 Signing	97	0	0			0
	7383 Vandalism Repairs	364	206	200	200		0
	7755 Grounds Maintenance	1,955	715	1,050	800		500
7760-2000	Playground Maintenance	5	4	600	100		0
	7780 Irrigation Supplies	1,401	1,018	500	500		350
	9039 Equipment Rental		0	0			250
	9300 Capital Projects	0	0				
	<b>Sub-Total - Schmidt Park</b>	<b>70,520</b>	<b>74,121</b>	<b>71,277</b>	<b>75,426</b>	<b>-</b>	<b>28,147</b>
6330	Sycamore Rocks Park						
	7010 Salaries & Wages - Permanent	42034	32552	30,772	32,871		44,832
	7020 Salaries & Wages - Part-time	1126	1731	1,000	2,165		492
	7030 Overtime		102		72		0
	7110 Cafeteria Benefits	2587	7174	6,425	6,286		8,658
	7130 FICA	43	109	100	134		30
	7140-1 Health/Other Benefits-Retirees		800				
	7150 Medicare	168	497	485	505		657
	7160 PERS	2526	7089	7,000	7,120		11,044
	<b>Sub-Total Personnel</b>	<b>48,484</b>	<b>50,054</b>	<b>45,782</b>	<b>49,153</b>		<b>65,713</b>

PARKS & RECREATION 2510							
Code	Expenditure Classification	Actual Expense 2008-09	Actual Expense 2009-10	Amended Budget 2010-11	Estimated Expense 2010-11	% Used	Adopted Budget 2011-12
	7180 Uniforms				59		
	7223 Disposal Services	830	917	792	800		815
7295-0849	Water Usage	12,635	587	530	1,400		560
	7367 Signing	163	0	0			0
	7383 Vandalism Repairs	521	1,508	500	750		500
	7755 Grounds Maintenance	2,043	1,501	3,000	2,200		1,500
7760-2000	Playground Maintenance	2,367	1,008	2,000	500		0
	7780 Irrigation Supplies	2,720	1,490	2,000	1,800		350
	9039 Equipment Rental	0	0	0			250
	9300 Capital Projects	0	0				
	<b>Sub-Total - Sycamore Rocks Pa</b>	<b>69,763</b>	<b>57,065</b>	<b>54,604</b>	<b>56,662</b>	<b>-</b>	<b>69,688</b>
6350	3-Diamond Skate Park						
	7010 Salaries & Wages - Permanent	0	0	0	0		3,719
	7020 Salaries & Wages - Part-time	0	0	0	0		492
	7030 Overtime	0	0	0	0		0
	7110 Cafeteria Benefits	0	0	0	0		652
	7130 FICA	0	0	0	0		30
7140-1	Health/Other Benefits-Retirees	0	0	0	0		0
	7150 Medicare	0	0	0	0		61
	7160 PERS	0	0	0	0		916
	<b>Sub-Total Personnel</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>5,870</b>
	7367 Signing	183	0	0	0		250
	7383 Vandalism Repairs	40	390	450	350		200
	7755 Grounds Maintenance	0	108	50	50		50
	8940 Contract Services						
	<b>Sub-Total - 3-Diamond Skate Pa</b>	<b>223</b>	<b>498</b>	<b>500</b>	<b>400</b>	<b>-</b>	<b>6,370</b>
6370	Thunderbird Park						
	7010 Salaries & Wages - Permanent	45,261	32,146	30,225	32,374		24,594
	7020 Salaries & Wages - Part-time	1,122	1,731	1,000	2,167		492
	7030 Overtime		91		61		0
	7110 Cafeteria Benefits	2,632	7,198	6,325	6,210		4,620
	7130 FICA	43	110	100	134		30
	7140 Health/Other Benefits - Retirees		900				0
	7150 Medicare	165	492	480	496		364
	7160 PERS	2,497	7,000	6,895	7,013		6,058
	<b>Sub-Total Personnel</b>	<b>51,720</b>	<b>49,668</b>	<b>45,025</b>	<b>48,455</b>		<b>36,158</b>
	7180 Uniforms				55		
	7223 Disposal Services	830	917	792	810		820
7295-0847	Electricity Usage	193	270	200	200		200
7295-0848	Natural Gas		1,407				
7295-0849	Water Usage	22,281	24,066	23,532	27,000		28,500
	7367 Signing	230	0	0			0
	7383 Vandalism Repairs	143	108	125	75		100
	7755 Grounds Maintenance	1,230	1,661	1,650	1,400		1,000
7760-2000	Playground Maintenance	258	1,018	1,750	0		2,300
	7780 Irrigation Supplies	1,571	1,374	850	750		600
	9039 Equipment Rental		150	150	150		250
	9300 Capital Projects	0	0				
	<b>Sub-Total - Thunderbird Park</b>	<b>78,456</b>	<b>80,639</b>	<b>74,074</b>	<b>78,895</b>	<b>-</b>	<b>69,928</b>
6380	Virginia Park						
	7010 Salaries & Wages - Permanent	36,267	25,511	24,310	25,790		15,317
	7020 Salaries & Wages - Part-time	1,111	1,731	1,000	2,167		492
	7030 Overtime		62		35		0
	7110 Cafeteria Benefits	2,102	5,828	5,200	5,072		2,958
	7130 FICA	43	110	100	134		30
7140-1	Health/Other Benefits-Retirees		650				0
	7150 Medicare	134	394	385	403		229
	7160 PERS	2,001	5,556	5,490	5,588		3,773
	<b>Sub-Total Personnel</b>	<b>41,658</b>	<b>39,842</b>	<b>36,485</b>	<b>39,189</b>		<b>22,799</b>
	7180 Uniforms				43		
	7223 Disposal Services -- New port-	192	916	792	810		820
7295-0849	Water Usage	19,482	20,678	19,500	13,500		14,000

PARKS & RECREATION 2510							
Code	Expenditure Classification	Actual Expense 2008-09	Actual Expense 2009-10	Amended Budget 2010-11	Estimated Expense 2010-11	% Used	Adopted Budget 2011-12
	7367 Signing	226	0	0			0
	7383 Vandalism Repairs	137	103	125	125		75
	7755 Grounds Maintenance	978	623	1,000	1,000		650
7760-2000	Playground Maintenance	0	2	600	600		0
	7780 Irrigation Supplies	467	306	400	400		300
	9039 Equipment Rental		0	0			250
	9300 Capital Projects	0	0				
	<b>Sub-Total - Virginia Park</b>	<b>63,140</b>	<b>62,470</b>	<b>58,902</b>	<b>55,667</b>	<b>-</b>	<b>38,894</b>
6390	Yucca Loma Park						
	7010 Salaries & Wages - Permanent	49,667	39,266	37,805	41,035		7,767
	7020 Salaries & Wages - Part-time	1,184	1,731	1,000	2,167		492
	7030 Overtime		125		141		0
	7110 Cafeteria Benefits	2,416	7,571	7,860	7,705		1,500
	7130 FICA	43	110	100	134		31
	7150 Medicare	205	599	585	633		120
	7160 PERS	2,990	8,518	8,460	8,646		3,030
	<b>Sub-Total Personnel</b>	<b>56,505</b>	<b>57,920</b>	<b>55,810</b>	<b>60,461</b>		<b>12,940</b>
	7180 Uniforms				69		
	7223 Disposal Services		549	660	550		550
7295-0849	Water Usage	6,167	13,338	11,130	7,800		8,000
	7367 Signing	221	0	0			0
	7383 Vandalism Repairs	357	220	300	500		300
	7755 Grounds Maintenance	882	1,007	500	300		350
7760-2000	Playground Maintenance	5	6,367	1,000	1,000		0
	7780 Irrigation Supplies	933	548	300	300		275
	9039 Equipment Rental	11	0	0			250
	9300 Capital Projects	0	0				
	<b>Sub-Total - Yucca Loma Park</b>	<b>65,081</b>	<b>79,949</b>	<b>69,700</b>	<b>70,980</b>	<b>-</b>	<b>22,665</b>
6401	Community Service Facilities Ops						
	7010 Salaries & Wages - Permanent	10,061	8,780	8,710	9,187		12,299
	7030 Overtime	0	0	1,500	0		0
	7110 Cafeteria Benefits	396	1,240	1,250	1,283		1,747
	7120 Deferred Comp	67	229	0	225		301
	7150 Medicare	39	123	130	128		178
	7160 PERS	612	1,870	1,875	1,921		3,030
	<b>Sub-Total Personnel</b>	<b>11,175</b>	<b>12,242</b>	<b>13,465</b>	<b>12,744</b>		<b>17,555</b>
	7180 Uniform Expense	1,814	1,553	1,750	1,600	91.4%	1,550
	7229 Education & Training	734	1,340	1,000	0	0.0%	750
	7253 Mileage Exp/Allowance		167				0
	7259 Miscellaneous	20	0	200	75	37.5%	100
	7330 Hardware/Software Supplies/Ext				251		175
	7360 Safety & Security	59	105	250	25	10.0%	100
	7970 Small Tools	885	855	750	600	80.0%	600
	9013 Communications Equipment	0	0		450		450
	9026 Equipment Maintenance	366	68	250	75	30.0%	100
	9039 Equipment Rental	1,100	0	600	0	0.0%	250
	9052 Gasoline, Diesel, Oil	3,176	4,636	4,000	4,030	100.8%	4,100
	9065 Leased Equipment		3,608				0
	9078 Safety Equipment	452	164	250	125	50.0%	100
	9091 Vehicle Maintenance	565	638	800	900	112.5%	800
	9120 Capital Equipment	23,224	2,333	2,500	1,750	70.0%	0
	9140 Vehicle & Equip Replacement	0					
	<b>Sub-Total - Community Services</b>	<b>43,570</b>	<b>27,709</b>	<b>25,815</b>	<b>22,625</b>	<b>6</b>	<b>26,630</b>
6410	Brewster - Facilities						
	7010 Salaries & Wages - Permanent	3,949	3,235	3,025	3,207		3,320
	7020 Salaries & Wages - Part-time	11	825	700	884		615
	7030 Overtime		50		119		0
	7110 Cafeteria Benefits	190	594	615	613		707
	7150 Medicare	16	61	55	63		57
	7160 PERS	221	839	795	845		969
	<b>Sub-Total Personnel</b>	<b>4,387</b>	<b>5,604</b>	<b>5,190</b>	<b>5,731</b>		<b>5,668</b>
	7180 Uniforms				6		

PARKS & RECREATION 2510							
Code	Expenditure Classification	Actual Expense 2008-09	Actual Expense 2009-10	Amended Budget 2010-11	Estimated Expense 2010-11	% Used	Adopted Budget 2011-12
	7655 Building Maintenance	2,455	1,884	1,000	800		700
	9300 Capital Projects	546	0				
9610-2530	Transfer - Quimby	0	0				
	<b>Sub-Total - Brewster - Facilities</b>	<b>7,388</b>	<b>7,488</b>	<b>6,190</b>	<b>6,537</b>	<b>-</b>	<b>6,368</b>
6430	Civic Center Amphitheater-Facili	48					
	7655 Building Maintenance		830	500	1,750		900
	<b>Sub-Total - Civic Center Amphit</b>	<b>48</b>	<b>830</b>	<b>500</b>	<b>1,750</b>	<b>-</b>	<b>900</b>
6450	Corwin Park - Facilities						
	7010 Salaries & Wages - Permanent	4,738	3,024	2,865	2,973		2,261
	7020 Salaries & Wages - Part-time	206	1,388	1,000	1,070		615
	7030 Overtime		39		102		0
	7110 Cafeteria Benefits	177	555	575	579		501
	7130 FICA	12	35	55	13		0
	7150 Medicare	18	66	65	61		42
	7160 PERS	208	804	760	807		708
	<b>Sub-Total Personnel</b>	<b>5,359</b>	<b>5,911</b>	<b>5,320</b>	<b>5,605</b>		<b>4,127</b>
	7180 Uniforms				7		
	7383 Vandalism Repairs	208	0	250	100		100
	7655 Building Maintenance	729	1,124	500	400		400
	<b>Sub-Total - Corwin Park - Faciliti</b>	<b>6,296</b>	<b>7,035</b>	<b>6,070</b>	<b>6,112</b>	<b>0</b>	<b>4,627</b>
6510	Horsemen's - Facilities						
	7010 Salaries & Wages - Permanent	4,532	2,783	2,630	2,737		1,962
	7020 Salaries & Wages - Part-time	209	1,440	1,500	1,088		615
	7030 Overtime	14	38	0	102		0
	7160 Cafeteria Benefits	165	517	535	540		617
	7110 FICA	13	38	55	13		0
	7150 Medicare	17	62	60	59		49
	7130 PERS	191	753	710	754		833
	<b>Sub-Total Personnel</b>	<b>5,141</b>	<b>5,631</b>	<b>5,490</b>	<b>5,293</b>		<b>4,076</b>
	7180 Uniforms				6		
	7360 Safety and Security	191	0	0			
	7383 Vandalism Repairs	42	40	200	125		125
	7655 Building Maintenance	2,716	1,169	650	450		400
	9300 Capital Projects	2,200					
9610-2520	Transfer - Quimby						
	<b>Sub-Total - Horsemen's - Faciliti</b>	<b>10,290</b>	<b>6,840</b>	<b>6,340</b>	<b>5,874</b>	<b>0</b>	<b>4,601</b>
6531	Community Center						
	7010 Salaries & Wages - Permanent	69,605	52,506	50,475	52,789		45,337
	7020 Salaries & Wages - Part-time	719	3,494	3,715	2,379		4,547
	7030 Overtime		602		1,142		0
	7110 Cafeteria Benefits	3,582	11,238	11,375	11,512		10,405
	7130 FICA	39	114	150	37		0
	7150 Medicare	257	820	790	823		723
	7160 PERS	3,686	11,291	11,140	11,270		12,288
	<b>Sub-Total Personnel</b>	<b>77,888</b>	<b>80,065</b>	<b>77,645</b>	<b>79,952</b>		<b>73,300</b>
	7180 Uniforms				51		
7295-0847	Electricity Usage	9,769	12,283	11,000	10,500		11,000
7295-0848	Natural Gas Usage	5,971	2,732	4,500	3,250		3,300
7295-0849	Water Usage	6,178	496	4,000	1,000		1,750
	7360 Safety & Security	698	1,171	600	750		700
	7383 Vandalism Repairs	0	29	250	50		100
	7655 Building Maintenance	19,174	12,905	12,000	9,000		9,500
	7675 Equipment Maintenance	801	391	850	500		600
	7755 Grounds Maintenance	479					
	9039 Equipment Rental				500		500
	9078 Safety Equipment		65				
	9300 Capital Projects	3,236					
	<b>Sub-Total - Community Center</b>	<b>124,194</b>	<b>110,137</b>	<b>110,845</b>	<b>105,553</b>	<b>-</b>	<b>100,750</b>
6532	Community Center Gymnasiums						
	7010 Salaries & Wages - Permanent	48,123	34,608	32,865	34,853		34,490
	7020 Salaries & Wages - Part-time	828	3,409	3,850	1,987		2,458
	7030 Overtime		479		897		0

PARKS & RECREATION 2510							
Code	Expenditure Classification	Actual Expense 2008-09	Actual Expense 2009-10	Amended Budget 2010-11	Estimated Expense 2010-11	% Used	Adopted Budget 2011-12
	7110 Cafeteria Benefits	2,305	7,229	7,325	7,393		7,877
	7130 FICA	48	140	185	46		0
	7150 Medicare	175	560	535	557		536
	7160 PERS	2,405	7,373	7,265	7,368		9,101
	Sub-Total Personnel	53,884	53,798	52,025	53,101		54,462
	7180 Uniforms				36		
	7223 Disposal Services	211	1,011	1,000	1,050		1,100
7295-0847	Electricity Usage	14,348	16,630	15,000	14,000		14,500
7295-0848	Natural Gas Usage	1,076	4,234	2,500	4,000		4,000
	7360 Safety & Security	215	695	250	125		125
	7383 Vandalism Repairs	0	0	250	0		0
	7655 Building Maintenance	4,063	5,637	10,000	5,000		7,500
	9026 Equipment Maintenance	2,423	0	1,000	250		650
	9039 Equipment Rental				326		400
	9300 Capital Projects	4,700	-		0		
	Sub-Total - Community Center G	80,920	82,005	82,025	77,888	-	82,737
6533	Community Center PAL Center						
	7010 Salaries & Wages - Permanent	6,704	5,237	3,825	5,267		1,358
	7030 Overtime		24		39		0
	7110 Cafeteria Benefits	386	1,212	880	1,237		297
	7150 Medicare	25	75	50	76		20
	7160 PERS	378	1,126	855	1,123		335
	Sub-Total Personnel	7,493	7,674	5,610	7,742		2,010
	7180 Uniforms				2		
7295-0847	Electricity Usage	194	270	275	275		275
	7655 Building Maintenance	326	2446	400	300		100
	Sub-Total - Community Center P	8,013	10,390	6,285	8,319	-	2,385
6534	James Woody Park - Facilities						
	7010 Salaries & Wages - Permanent	11,010	5,502	5,185	5,503		5,171
	7020 Salaries & Wages - Part-time	467	2,157	2,390	1,326		1,598
	7030 Overtime		53		130		0
	7110 Cafeteria Benefits	380	1,192	1,195	1,229		1,206
	7130 FICA	28	83	110	28		0
	7150 Medicare	33	111	110	102		98
	7160 PERS	390	1,342	1,260	1,341		1,667
	Sub-Total Personnel	12,308	10,440	10,250	9,659		9,740
	7180 Uniforms				6		
	7655 Building Maintenance	2,129	1,378	2,250	2,100		1,500
	7755 Grounds Maintenance	350	0				
	Sub-Total - James Woody Park -	14,787	11,818	12,500	11,765	-	11,240
6590	Cramer Family - Facilities						
	7010 Salaries & Wages - Permanent	4,427	2,782	2,630	2,737		3,320
	7020 Salaries & Wages - Part-time	206	1,388	1,395	1,070		615
	7030 Overtime		38		102		0
	7110 Cafeteria Benefits	165	517	535	540		707
	7130 FICA	12	35	50	13		0
	7150 Medicare	16	62	60	59		57
	7160 PERS	191	754	710	755		969
	Sub-Total Personnel	5,017	5,576	5,380	5,276		5,668
	7180 Uniforms						
	7383 Vandalism Repairs	165	63	300	150		150
	7655 Building Maintenance	279	1,186	600	500		400
	Sub-Total - Cramer Family - Faci	5,461	6,825	6,280	5,926	0	6,218
6610	Adult Sports						
	7010 Salaries & Wages - Permanent	28,177	21,967	21,985	22,536		19,883
	7020 Salaries & Wages - Part-time	8,610	9,653	12,150	10,056		12,705
	7030 Overtime		10		35		0
	7110 Cafeteria Benefits	1,199	3,733	3,775	3,729		3,318
	7120 Deferred Compensation	108	354	330	342		276
	7130 FICA	97	96	680	130		595
	7150 Medicare	236	478	530	492		473
	7160 PERS	3,203	6,504	5,470	6,568		5,666

PARKS & RECREATION 2510							
Code	Expenditure Classification	Actual Expense 2008-09	Actual Expense 2009-10	Amended Budget 2010-11	Estimated Expense 2010-11	% Used	Adopted Budget 2011-12
	Sub-Total Personnel	41,630	42,795	44,920	43,888		42,916
	8014 3 on 3 Adult Basketball Tny	80	150	800	800	100.0%	0
	8026 Adult Basketball	2,809	4,355	3,540	3,700	104.5%	4,615
	8030 Adult Kickball	899	1,252	1,650	15	0.9%	2,145
	8038 Adult Soccer	6	0	1,550	0	0.0%	1,500
	8050 Open Gym	78	411	200	175	87.5%	200
	8062 Softball	5,687	6,419	8,459	8,450	99.9%	10,315
	8074 Softball Tny	0	0	635	0	0.0%	635
	8086 Volleyball	0	6	350	225	64.3%	0
	Sub-Total - Adult Sports	51,189	55,388	62,104	57,253		62,326
6640	Civic Center Aquatic Complex						
	7010 Salaries & Wages - Permanent	134,102	109,576	107,785	107,785		87,027
	7020 Salaries & Wages - Part-time	123,964	132,366	100,500	125,000		141,206
	7030 Overtime	324	427	1,000	1,000		1,000
	7110 Cafeteria Benefits	5,970	18,695	19,150	19,150		17,547
	7120 Deferred Compensation	396	1,321	1,225	1,225		350
	7130 FICA	7,197	7,057	4,835	4,835		5,843
	7150 Medicare	1,871	3,574	3,020	3,020		3,309
	7160 PERS	11,555	27,160	28,010	28,010		33,005
	Sub-Total Personnel	285,379	300,176	265,525	290,025		289,287
	7180 Uniform Expenses	2,164	2,716	2,800	2,800	100.0%	2,550
	7205 Advertising	900	0	450	450	100.0%	350
	7241 Meetings & Conferences	613	20	500	535	107.0%	250
	7259 Miscellaneous	0	23	350	200	57.1%	200
	7265 Office Supplies	32	0		0	0.0%	0
	7271 Postage	0	0	100	0	0.0%	0
	7277 Printing	0	0	200	50	25.0%	100
	7295-0847 Electricity Usage	33,496	40,355	34,500	32,700	94.8%	31,000
	7295-0848 Natural Gas Usage	68,264	84,829	77,000	74,500	96.8%	75,000
	7295-0849 Water Usage	5,568	7,973	6,800	6,200	0.0%	6,800
	7313 Concession Items	7,742	8,581	7,300	6,200	84.9%	6,000
	7330 Hardware/Software Supplies Exp	3,159	2,277	1,650	1,500	90.9%	1,500
	7360 Safety & Security	2,000	3,665	4,500	2,800	62.2%	2,500
	7655 Building Maintenance	5,873	5,232	7,000	6,000	85.7%	6,000
	7755 Grounds Maintenance	0	0	500	500	100.0%	350
	7970 Small Tools	103	203	200	150	75.0%	125
	8103 AV Wave	2,327	5,357	4,100	7,250	176.8%	5,500
	8118 Competitive Stroke	0	0			0.0%	
	8128 CPR Challenge Course	296	260	280	300	107.1%	300
	8138 Evening Lap Swim	478	212	350	644	184.0%	250
	8143 Guard Start	54	111	325	300	92.3%	300
	8148 Lifeguard Training	1,346	967	1,550	1,550	100.0%	1,600
	8153 Open Diver Water Course	2,481	1,883	3,600	1,500	41.7%	2,300
	8158 Open Rec Swim	99	462	300	200	66.7%	200
	8163 Pool Chemicals	28,454	31,753	24,000	28,000	116.7%	28,000
	8168 Pool Special Event	624	283	1,350	1,350	100.0%	750
	8178 Splash Dance	7,809	7,678	8,400	8,000	95.2%	8,400
	8183 Swim Lessons	0	221	2,000	1,500	75.0%	1,000
	8185 Swim Fair	300	18	200	200	100.0%	200
	8188 Water Aerobics	14,886	11,190	10,725	10,000	93.2%	11,000
	9026 Equipment Maintenance	14,891	10,805	12,500	10,500	84.0%	9,000
	9065 Leased Equipment	898	768		57		0
	9078 Safety Equipment	2,587	171	750	750	100.0%	500
	9120 Capital Equipment	5,107	0	21,000	21,000	0.0%	10,000
	Sub-Total - Civic Center Aquatic	497,930	528,189	500,805	517,711	96.8%	501,312
6670	ASAP						
	7010 Salaries & Wages - Permanent	65,860	52,815	52,750	45,177		42,192
	7020 Salaries & Wages - Part-time	108,848	98,633	107,500	105,902		91,445
	7030 Overtime		25		139		0
	7110 Cafeteria Benefits	2,828	8,878	10,450	8,370		7,104
	7120 Deferred Compensation	251	839	785	628		582
	7130 FICA	5,750	4,329	5,515	4,788		4,703

PARKS & RECREATION 2510							
Code	Expenditure Classification	Actual Expense 2008-09	Actual Expense 2009-10	Amended Budget 2010-11	Estimated Expense 2010-11	% Used	Adopted Budget 2011-12
7150	Medicare	1,836	2,230	2,315	2,212		1,938
7160	PERS	7,196	17,344	15,200	16,088		14,234
	<b>Sub-Total Personnel</b>	<b>192,569</b>	<b>185,093</b>	<b>194,515</b>	<b>183,304</b>		<b>162,198</b>
8250	Afterschool Program	7,364	8,266	5,000	7,250		6,550
	<b>Sub-Total - ASAP</b>	<b>199,933</b>	<b>193,359</b>	<b>199,515</b>	<b>190,554</b>	-	<b>168,748</b>
6700	CAVE						
7010	Salaries & Wages - Permanent	6,012	4,735	4,735	4,203		0
7020	Salaries & Wages - Part-time	7,555	8,156	9,000	11,070		0
7030	Overtime				13		0
7110	Cafeteria Benefits	248	778	300	784		0
7120	Deferred Compensation	25	82	80	65		0
7130	FICA	334	371	430	364		0
7150	Medicare	133	190	195	223		0
7160	PERS	875	1,492	1,400	2,033		0
	<b>Sub-Total Personnel</b>	<b>15,182</b>	<b>15,804</b>	<b>16,140</b>	<b>18,755</b>		<b>0</b>
8350	CAVE	725	1,332	1,500	900		0
	<b>Sub-Total - CAVE</b>	<b>15,907</b>	<b>17,136</b>	<b>17,640</b>	<b>19,655</b>	-	<b>-</b>
6730	Day Camp						
7010	Salaries & Wages - Permanent	23,251	18,838	18,825	15,143		19,095
7020	Salaries & Wages - Part-time	30,552	28,221	33,000	30,598		13,525
7030	Overtime		8		39		0
7110	Cafeteria Benefits	993	3,124	3,175	2,823		3,096
7120	Deferred Compensation	94	313	295	217		303
7130	FICA	1,716	1,410	1,250	1,530		618
7150	Medicare	535	695	750	672		473
7160	PERS	1,974	5,242	6,755	4,547		5,580
	<b>Sub-Total Personnel</b>	<b>59,115</b>	<b>57,851</b>	<b>64,050</b>	<b>55,569</b>		<b>42,690</b>
8450	Day Camp	2,173	2,601	2,400	2,000		2,000
	<b>Sub-Total - Day Camp</b>	<b>61,288</b>	<b>60,452</b>	<b>66,450</b>	<b>57,569</b>	-	<b>44,690</b>
6760	Instructor Classes						
7010	Salaries & Wages - Permanent	51,346	40,458	40,395	41,266		41,320
7020	Salaries & Wages - Part-time	2,103	6,772	6,900	7,356		5,068
7030	Overtime		25		147		0
7110	Cafeteria Benefits	2,407	7,593	7,675	7,440		7,993
7120	Deferred Compensation	122	410	380	394		211
7130	FICA	37	-	0	0		0
7150	Medicare	225	694	690	711		673
7160	PERS	3,224	10,182	10,170	10,457		11,427
	<b>Sub-Total Personnel</b>	<b>59,464</b>	<b>66,134</b>	<b>66,210</b>	<b>67,771</b>	102%	<b>66,692</b>
8502	Academic Tots	20,065	20,216	21,000	16,000	76%	17,500
8504	Adult Tap	1,315	755	100	0	0%	0
8506	Archery	196					
8508.0512	Arts & Crafts	205	105		343	0%	
8512	Ballet & Tap	669	294	280	750	268%	800
8514	Baton Twirling	1,415	1,481	1,575	2,600	165%	2,800
8516	Belly Dancing	1,681	461	650	330	51%	250
8520	Cheer-Tumbling	3,681	4,266	3,650	2,500	68%	2,600
8522	Child & Babysitting Safety	437					
8524	Cooking		483				
8526	CPR & First Aid	3,074	2,001	1,650	1,550	94%	1,500
8531	Dog Obediance	2,651	2,108	2,050	1,600	78%	1,500
8533	Driver's Ed	1,790	1,228	1,300	800	62%	1,000
8535	ESL/Educational	0	0				
8537	Fencing	7,788	8,771	8,150	7,000	86%	7,500
8539	Golf Lessons	1,084	2,117	1,300	4,500	346%	4,000
8541	Guitar Lessons	1,817	1,518	1,500	1,600	107%	1,600
8547	Hip Hop Dance	0	824	1,300	1,900		2,000
8548	Just Baby and Me	63	0				
8550	Kung Fu		961		2,000		2,000
8551	Kindermusick	2,475	0				
8555	Low Impact Aerobics	3,284	7,076	8,800	10,200	116%	10,500
8557	Painting & Drawing	0	1,137	350	680	194%	700



PARKS & RECREATION 2510							
Code	Expenditure Classification	Actual Expense 2008-09	Actual Expense 2009-10	Amended Budget 2010-11	Estimated Expense 2010-11	% Used	Adopted Budget 2011-12
8559	Parent & Tot	6,040	8,430	8,300	8,000	96%	8,800
8565	Preschool Art	350	853	580	280	48%	350
8567	Rent-A-Santa	1,781	892	800	565	71%	800
8568	Road To Creativity	378	455	350	150	43%	200
8569	Salsa & Latin Dance	767	771	1,200	50	4%	0
8575	Shotakan Karate	4,866	3,919	3,500	3,600	103%	3,750
8576.5000	Summer Camps	3,195	4,712	3,050	0	0%	1,000
8577	Swing Dance	2,346	2,110	1,000	500	50%	500
8579	Tae Kwon Do	11,109	7,535	8,750	1,900	22%	0
8581	Tai Chi	2,816	3,208	3,250	3,600	111%	3,600
8583	Tennis	3,696	3,982	2,600	3,600	138%	3,600
8585	Tiny Tot Dance	1,899	1,999	1,300	2,600	200%	2,600
8587	Women's Wellness	0					
8589	Wrestling	712	832	750	0	0%	0
8591	Yoga	4,372	4,646	4,500	3,500	78%	3,750
	Other	404					
	<b>Sub-Total - Instructor Classes</b>	<b>157,885</b>	<b>166,280</b>	<b>159,795</b>	<b>150,469</b>	<b>94%</b>	<b>151,892</b>
6790	PIO Events						
7010	Salaries & Wages - Permanent	89,216	67,109	79,800	80,574		77,752
7020	Salaries & Wages - Part-time	13,650	15,396	17,100	20,139		31,544
7030	Overtime		1,492		3,161		0
7110	Cafeteria Benefits	11,908	12,705	12,825	12,775		12,512
7120	Deferred Compensation	244	604	355	589		343
7130	FICA	419	223	170	1,073		225
7150	Medicare	1,437	1,382	1,425	1,666		1,585
7160	PERS	15,077	17,141	20,250	18,111		26,028
	<b>Sub-Total Personnel</b>	<b>131,951</b>	<b>116,052</b>	<b>131,925</b>	<b>138,088</b>		<b>149,989</b>
7180	Uniforms				5		
7253	Mileage Exp/Allowance	53	566		263		570
7805	Fall Festival	(220)	25,332	10,000	10,847		10,000
7810	Community Clean Up	700			-		
7825	Jazz Nights	1,231			-		
7830	Tree Lighting	8,652	711		-		
7835	Craft Fairs	705	998	1,000	1,016		1,000
7840	Flea Markets (3)	891	1,343	1,000	1,000		1,000
7845	AV Round Up	-		-	-		
7850	Freedom Festival	27,296	34,324	35,000	35,000		35,000
7855	Concerts in the Park (8)	17,667	12,598	22,141	22,141		20,000
8721	Winter Wonderland	-	5,047	5,000	5,000		5,000
	<b>Sub-Total - PIO Events</b>	<b>188,926</b>	<b>196,971</b>	<b>206,066</b>	<b>213,360</b>	<b>0</b>	<b>222,559</b>
6820	Recreation						
7010	Salaries & Wages - Permanent	50,888	38,738	39,880	39,880		44,311
7020	Salaries & Wages - Part-time	5,113	2,867	1,850	4,117		3,000
7110	Cafeteria Benefits	2,014	5,837	5,850	5,906		6,935
7120	Deferred Compensation	304	890	290	867		808
7130	FICA	193	178	95	256		186
7150	Medicare	259	595	330	626		686
7160	PERS	3,286	8,264	4,515	8,406		10,915
	<b>Sub-Total Personnel</b>	<b>62,057</b>	<b>57,369</b>	<b>52,810</b>	<b>60,058</b>		<b>66,841</b>
7180	Uniforms	210	0				
7205	Advertising	994	793	1,250	800		750
7229	Education & Training	542	840	1,400	600		1,000
7241	Meetings & Conferences	4,467	979	4,000	2,000		3,000
7247	Memberships & Dues	1,415	1,245	1,300	1,250		1,250
7253	Mileage Exp/Allowance	305	218	650	450		400
7259	Miscellaneous	263	59	700	300		350
7265	Office Supplies/Exp	3,643	2,664	4,500	4,500		4,250
7271	Postage	12,102	12,170	13,500	12,200		12,500
7277	Printing	21,154	18,088	23,500	21,000		20,000
7330	Hardware/Software Supplies Exp	2,636	3,757	9,000	6,800		5,000
7360	Safety & Security	0					
7370	Special Dept Supplies/Exp		3,734	5,000	4,500		4,000

PARKS & RECREATION 2510							
Code	Expenditure Classification	Actual Expense 2008-09	Actual Expense 2009-10	Amended Budget 2010-11	Estimated Expense 2010-11	% Used	Adopted Budget 2011-12
	7375 Staff Services	192	289	400	350		350
	8940 Contract Services	640	33,732	110,000	115,000		5,000
	9039 Rental Equipment	239	0	300	0		300
	9052 Gasoline, Diesel, Oil	592	1,282	1,200	850		900
	9091 Vehicle Maintenance	165	674	600	400		500
	<b>Sub-Total - Recreation</b>	<b>111,616</b>	<b>137,893</b>	<b>230,110</b>	<b>231,058</b>	<b>-</b>	<b>126,391</b>
6850	Rec Dept Events						
	7010 Salaries & Wages - Permanent	57,085	40,465	34,993	35,835		39,189
	7020 Salaries & Wages - Part-time	10,891	18,576	18,400	20,605		16,819
	7030 Overtime		20		91		0
	7110 Cafeteria Benefits	2,122	6,650	5,917	6,201		6,325
	7120 Deferred Compensation	213	705	660	563		647
	7130 FICA	501	832	840	908		919
	7150 Medicare	358	886	776	841		812
	7160 PERS	3,504	9,815	8,559	8,995		10,144
	<b>Sub-Total Personnel</b>	<b>74,674</b>	<b>77,949</b>	<b>70,145</b>	<b>74,039</b>	<b>105.6%</b>	<b>74,855</b>
	7180 Uniforms				7		
	8702 Active Adults		769	360	1,500		1,500
	8703 AV Idol	90	318	132	132	100.0%	132
	8706 AV Most Talented Kid	270	235	280	185	66.1%	245
	8712 Birthday Party Packages				100		0
	8715 Bunny Run	1,120	1,231	1,085	1,050	96.8%	1,167
	8718 Campfire Programs	53	371	250	247	98.8%	175
	8727 Community Christmas Caroling	0	57				
	8728 Eggstravaganza	683	909	750	750	100.0%	750
	8733 Firecracker Run	555	316	1,085	900	82.9%	1,050
	8742 Haunted House	358	915	450	385	85.6%	450
	8744 Healthy Apple Valley			8,250	8,250		5,000
	8745 Kiddie Carnival	549	443	550	520	94.5%	550
	8754 Mudfest	2,659	464	400	200	50.0%	175
	8757 Fall Festival Run	402	631	675	16	2.4%	0
	8758 Parents Night Out	35	0				
	8764 Special Apples	382	1,043	150	125	83.3%	240
	8765 Sponsorship Revenue		1,450		120		
8765.5000	Swing the Town	0	238	1,340	1,200	89.6%	1,320
8765-6000	Teen Art Festival						500
	8766 Teen Events	702	307	150	150	100.0%	150
	8778 Triathlon	0					
	8784 Turkey Run	624	1,082	1,050	1,065	101.4%	1,167
	8787 Tween Time Karokee	0					
	8790 Teen Zone	855	373	750	650	86.7%	600
9610-4910	Transfer - 4910	0	(490)	0			
	<b>Sub-Total - Rec Dept Events</b>	<b>84,011</b>	<b>88,611</b>	<b>87,852</b>	<b>91,591</b>	<b>104.3%</b>	<b>90,026</b>
6880	Rentals						
	7010 Salaries & Wages - Permanent	50,179	38,038	38,000	38,636		43,678
	7020 Salaries & Wages - Part-time	3,564	6,975	25,000	4,622		10,833
	7030 Overtime		20		89		0
	7110 Cafeteria Benefits	2,217	6,880	6,950	6,799		7,686
	7120 Deferred Compensation	141	471	440	449		482
	7130 FICA	197	174	355	59		425
	7150 Medicare	257	669	915	641		790
	7160 PERS	3,093	9,382	12,315	9,081		11,739
	<b>Sub-Total Personnel</b>	<b>59,648</b>	<b>62,609</b>	<b>83,975</b>	<b>60,376</b>		<b>75,633</b>
	8600 Parking Fee	12,167	11,686	18,500	17,000		20,000
	8712 Birthday Party Package	94	71	330	175		330
	<b>Sub-Total - Rentals</b>	<b>71,909</b>	<b>74,366</b>	<b>102,805</b>	<b>77,551</b>	<b>-</b>	<b>95,963</b>
6900	Skate Park - Facilities						
	7010 Salaries & Wages - Permanent		195				0
	7030 Overtime		380				0
	7150 Medicare	21	7				0
	7160 PERS		43				0
	<b>Sub-Total Personnel</b>	<b>21</b>	<b>625</b>	<b>0</b>	<b>0</b>		<b>0</b>

PARKS & RECREATION 2510							
Code	Expenditure Classification	Actual Expense 2008-09	Actual Expense 2009-10	Amended Budget 2010-11	Estimated Expense 2010-11	% Used	Adopted Budget 2011-12
7360	Safety & Security	2,465		6,000	5,000		5,000
9120	Capital Equipment		6,958				
9555	Skate Park Renovation			248,902	248,902		
	Sub-Total - Skate Park - Facilitie	2,486	7,583	254,902	253,902	0	5,000
6940	User Groups						
7010	Salaries & Wages - Permanent	38,397	31,453	31,425	32,309		23,065
7020	Salaries & Wages - Part-time	571	1,693	1,720	1,835		879
7030	Overtime		27		46		0
7110	Cafeteria Benefits	1,811	5,680	5,750	5,692		3,820
7120	Deferred Compensation	110	358	335	345		343
7130	FICA	9	0	0	0		0
7140-1	Health/Other Benefits-Retirees		2		0		0
7150	Medicare	167	513	485	527		347
7160	PERS	2,376	7,188	7,145	7,355		5,898
	Sub-Total Personnel	43,441	46,914	46,860	48,109		34,352
	Sub-Total - User Groups	43,441	46,914	46,860	48,109	0	34,352
6970	Youth Sports						
7010	Salaries & Wages - Permanent	55,611	41,943	42,025	43,112		44,427
7020	Salaries & Wages - Part-time	13,179	17,237	23,000	13,927		26,743
7030	Overtime		18		95		0
7110	Cafeteria Benefits	2,264	7,040	7,150	7,083		7,290
7120	Deferred Compensation	213	694	650	670		697
7130	FICA	461	518	1,075	492		1,314
7150	Medicare	410	906	945	871		1,032
7160	PERS	4,415	10,991	10,350	10,569		12,312
	Sub-Total Personnel	76,553	79,347	85,195	76,819		93,815
8769	Teen Night	0				0.0%	
8805	Adventures in PW Sports	765	681	705	430	61.0%	680
8810	Basketball Tournament	654	1,599	1,850	990	0.0%	1,840
8812	Coed Volleyball	0	377	950	500	52.6%	815
8815	Elementary Arts & Smarts	0				0.0%	
8820	Father Son Basketball Tourname	150		275	275	100.0%	260
8825	Peewee Soccer	552	725	850	725	0.0%	860
8830	Winter Peewee/Hotshots Basket	1,334	795	855	550	64.3%	1,140
8850	Sports Camp	48				0.0%	
8858	Summer Peewee/Hotshots Bask	0	600	725	525		940
8860	Summer Youth Basketball	2,500	3,427	2,600	2,600	100.0%	3,600
8865	T-Ball	798	1,086	1,500	1,200	80.0%	1,300
8870	Flag Football	0	0	1,230	0	0.0%	1,230
8880	Winter Youth Basketball	4,358	2,315	4,750	2,200	46.3%	6,500
8885	Youth Track Meet	372	262	500	500	100.0%	400
8887	3 on 3 Soccer Tournament	133	93	365	560	153.4%	372
	Sub-Total - Youth Sports	88,217	91,307	102,350	87,874		113,752
	Total Parks & Rec Expenditures	3,753,136	3,874,399	4,101,250	4,171,229		3,806,607
	Total Parks & Rec Fund Balance	(2,878,420)	(3,945,669)	(5,237,096)	(5,401,650)		(6,430,256)

PARKS & RECREATION 2510							
Code	Expenditure Classification	Actual Expense 2008-09	Actual Expense 2009-10	Amended Budget 2010-11	Estimated Expense 2010-11	% Used	Adopted Budget 2011-12
	<b>Personnel Schedule</b>	Actual 2008-2009	Actual 2009-2010	Actual 2010-11	Adopted 2011-12		
	Full Time:						
	Parks and Recreation Manager	1	1	1	1		
	Administrative Secretary	1	1	1	1		
	Senior Office Assistant	-	-	1	1		
	Office Assistant	1	1	1	1		
	Clerk	1	1	-			
	Recreation Supervisor	3	3	3	2		
	Recreation Coordinator				1		
	Part Time:						
	Recreation Assistant	1,000 hrs	1,000 hrs	1,000 hrs	1750hrs		
	Office Assistant	2,225hrs	2,225hrs	2,040 hrs	1250 hrs		
	Recreation Leader I	11,297hrs	11,297hrs	5,300 hrs	5136 hrs		
	Recreation Leader II	14,377hrs	14,377hrs	8,795 hrs	8180 hrs		
	Pool Manager	742hrs	742hrs	325 hrs	0		
	Assistant Pool Manager	962hrs	962hrs	0	0		
	Swim Coach			1250 hrs	1100 hrs		
	Senior Lifeguard	2,443hrs	2,443hrs	1,937 hrs	917 hrs		
	Lifeguard	7329 hrs	7329 hrs	6885 hrs	8418 hrs		
	Part-Time Event Assistants	(2)	(2)	(2)	(2)		
	Parks & Recreation - Facilities Division						
	<b>Personnel Schedule</b>	Actual 2008-2009	Actual 2009-2010	Actual 2010-11	Adopted 2011-12		
	Full Time:						
	Senior Maintenance Worker			1	1		
	Maintenance Worker II			1	1		
	Maintenance Worker I			0.5	0.5		
	Custodian			1	1		
	TOTAL:			3.5	3.5		
	Part Time:						
	Maintenance Aide	5 FTE	5 FTE	1 FTE	1350 hrs		
	Parks & Recreation - Park's Division						
	<b>Personnel Schedule</b>	Actual 2008-2009	Actual 2009-2010	Actual 2010-11	Adopted 2011-12		
	Full Time:						
	Parks Supervisor	1	1	1	1		
	Senior Maintenance Worker	3	3	2	2		
	Maintenance Worker II	7	7	5.5	5.5		
	Maintenance Worker I	6.5	6.5	5.5	5.5		
	Custodian	1	1	0	0		
	TOTAL:	22.5	22.5	16	14.5		
	Part Time:						
	Maintenance Aide	5 FTE	5 FTE	2 FTE	1000 hrs		

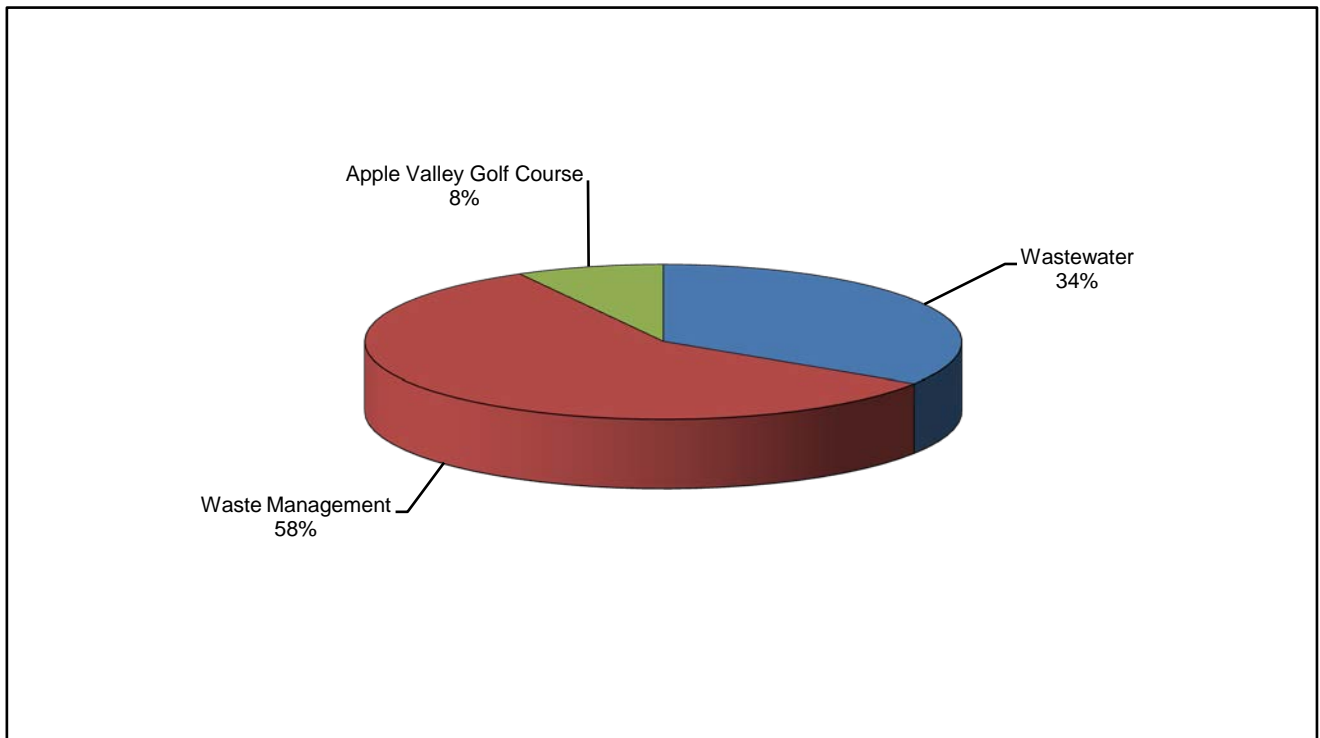
Parks & Recreation Quimby Fund - Account Number 2520-5210							
Code	Revenue Classification	Actual Revenue 2008-09	Actual Revenue 2009-10	Amended Budget 2010-11	Estimate Revenue 2010-11	% Used	Adopted Budget 2011-12
	BEGINNING FUND BALANCE	107,199	103,775	111,005	111,005		118,421
	REVENUES:						
6166	Quimby Fees	(6,293)	6,416	0	6,416		5,000
4255	Interest Earnings	2,869	814	0	1,000		1,000
	<b>Total Revenues</b>	<b>(3,424)</b>	<b>7,230</b>	<b>0</b>	<b>7,416</b>	<b>0</b>	<b>6,000</b>
Code	Expenditure Classification	Actual Expense 2008-09	Actual Expenses 2009-10	Amended Budget 2010-11	Estimate Expense 2010-11	% Used	Adopted Budget 2011-12
	Schmidt Park						
	Virginia Park						
	General Park Improvements						
9610	Transfer to 2510	-	-	-	-		
9610	Transfer to 4910	-	-	-	-		
9300	Other Improvements						
	<b>Total Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>0</b>
	<b>Ending Fund Balance</b>	<b>103,775</b>	<b>111,005</b>	<b>111,005</b>	<b>118,421</b>	<b>0</b>	<b>124,421</b>

This page intentionally left blank.



## 2011/12 Enterprise Funds Expenditures

Wastewater	\$6,046,775
Waste Management	10,234,484
Apple Valley Golf Course	1,415,860
Total - Enterprise Funds	<u><u>\$17,697,119</u></u>



# WASTEWATER ENTERPRISE FUND

TOTAL BUDGET – \$6,046,775

This program operates the Town’s Sewer collection and transmission systems, and performs feasibility studies and design engineering necessary to determine how an area may best receive sewer service. As in past years, the Sewer Replacement Fund has been budgeted to provide necessary improvements to the existing system. The budget also includes capital purchases of \$190,000 for system improvements.





**WASTEWATER FUND 5010-4210**

Code	Revenue Classification	Actual Revenue 2008-09	Actual Revenue 2009-10	Amended Budget 2010-11	Estimated Revenue 2010-11	% of Budget Received	Adopted Budget 2011-12
	BEGINNING FUND BALANCE	36,152,887	34,699,754	33,960,440	33,960,440		31,919,714
4020	Taxes	387	0				0
4255	Interest Earnings	156,315	50,465	125,000	95,000	76.0%	100,000
6124	Feasibility Studies	3,330	0	3,000	0		3,000
6146	Assessment/Lot Splits	1,481	0	1,000	1,167	116.7%	1,000
6510	Administrative Fees	2,393	2,038	18,630	38,000	204.0%	30,000
6520	Buy In Fee	34,499	62,016	50,000	68,000	136.0%	60,000
6530	Inspection Fees	1,639	2,334	5,000	1,000	20.0%	2,000
6540	Local Sewer Connection Fees	162,064	119,532	225,000	125,000	55.6%	160,000
6600	Sanitary Sewer Collection System	9,980	0	25,000	0	0.0%	25,000
6630	Sewer Replacement Revenue	172,237	214,101	160,000	225,000	140.6%	190,000
6650	Sewer Use Fees	2,586,590	3,277,168	3,831,182	3,400,000	88.7%	3,800,000
6670	Storm Drainage Facilities		5,094		500		500
6690	Water Use Fees (Sales)	19,700	9,535	23,000	20,000	87.0%	22,000
	<b>Total Revenues</b>	<b>3,150,615</b>	<b>3,742,283</b>	<b>4,466,812</b>	<b>3,973,667</b>	<b>89.0%</b>	<b>4,393,500</b>
	<b>Personnel Services</b>						
7010	Salaries & Wages - Permanent	406,794	321,559	353,715	353,715	100.0%	346,027
7030	Salaries & Wages - Overtime	14,328	16,601	15,000	17,249	115.0%	15,000
7110	Cafeteria Benefits	62,723	61,776	71,725	77,874	108.6%	77,224
7120	Deferred Comp	101	1,185	1,250	1,229	0.0%	1,241
7140	Health/Other Benefits-Retirees		10,000				
7150	Medicare	6,319	4,995	4,890	5,226	106.9%	4,995
7160	PERS	73,848	63,833	73,425	74,331	101.2%	85,237
	<b>Total Personnel</b>	<b>564,113</b>	<b>479,949</b>	<b>520,005</b>	<b>529,624</b>	<b>101.8%</b>	<b>529,724</b>
	<b>Operations &amp; Maintenance</b>						
7180	Uniforms	2,756	2,503	3,000	3,000	100.0%	3,500
7223	Disposal		2,483	3,500	2,000	57.1%	2,100
7229	Education & Training	2,766	2,680	2,500	865	34.6%	875
7241	Meetings & Conferences	542	3,086	2,000	300	15.0%	500
7247	Memberships & Dues	1,336	2,690	2,000	1,540	77.0%	1,400
7253	Mileage	0	817	500	115	23.0%	150
7259	Miscellaneous	17	0	500	500	100.0%	1,500
7265	Office Supplies	0	79	200	200	100.0%	1,500
7277	Printing	116	817	2,000	200	10.0%	750
7289	Subscriptions	0	0	100	0	0.0%	50
7295	Utilities	51,344	62,914	60,000	62,000	103.3%	70,000
7310	Assessment District Costs		3,028				
7360	Safety & Security	455	81		420		500
7655	Building Maintenance		1,272	1,000	1,000	100.0%	1,000
7942	System Maintenance	45,036	59,692	50,000	57,500	115.0%	70,000
7949	Sewage Treatment	1,130,826	1,355,454	1,500,000	1,300,000	86.7%	1,500,000
7970	Small Tools	1,661	1,999	1,500	600	40.0%	1,000
8908	ACS	5,086	35,718	0	36,000		40,000
8916	Audit	0	0	0	0		2,000
8940	Contracted Services	39,340	36,717	150,000	10,000	6.7%	250,000
8964	Engineering Contractor	36,791	1,551	15,000	5,000	33.3%	8,000
8972	Legal - BB&K	0	0	250,000	250,000	100.0%	250,000
9013	Communications Equip	374	287	500	478	95.6%	500
9026	Equipment Maintenance	245	948	1,200	600	50.0%	1,000
9052	Gasoline, Diesel & oil	19,936	24,485	25,000	25,000	100.0%	32,000
9065	Leased Equipment		1,121		500		700
9078	Safety Equipment	936	1,305	1,500	1,550	103.3%	2,000
9091	Vehicle Maintenance	6,639	4,656	20,000	9,500	47.5%	15,000
9610	Transfer - 4770		9,980				
9610	Transfer - 4910			40,000	15,000	37.5%	
9610	Transfer - 5510	0	(557,210)				
9610	Transfer - 5710	0	0	467,281	467,281		

<b>WASTEWATER FUND 5010-4210</b>							
<b>Code</b>	<b>Revenue Classification</b>	<b>Actual Revenue 2008-09</b>	<b>Actual Revenue 2009-10</b>	<b>Amended Budget 2010-11</b>	<b>Estimated Revenue 2010-11</b>	<b>% of Budget Received</b>	<b>Adopted Budget 2011-12</b>
9999	Transfer out - General Fund	1,271,943	1,506,313	1,652,892	1,652,892	100.0%	1,664,026
	<b>Total Operations &amp; Maint</b>	<b>2,618,145</b>	<b>2,565,466</b>	<b>4,252,173</b>	<b>3,904,041</b>		<b>3,920,051</b>
	Capital Expenditures						
9750	Depreciation	1,395,001	1,422,262	180,000	1,400,000	777.8%	1,400,000
9820	Bond Issue Costs	3,446	3,446				
9120	Capital Outlay	8,047	4,196				7,000
9300	Capital Projects	4,106	1,333	110,000	36,500	33.2%	190,000
9444	Land Acquisition	2,500	0				
9530	Programable Logic Controls				4,228		
9552	Sewer Replacement Fund	0	1,546	160,000	140,000	87.5%	
9860	Interest Expense	8,390	3,399				
	<b>Total Capital Expenditures</b>	<b>1,421,490</b>	<b>1,436,182</b>	<b>450,000</b>	<b>1,580,728</b>	<b>351.3%</b>	<b>1,597,000</b>
	<b>Total Expenditures</b>	<b>4,603,748</b>	<b>4,481,597</b>	<b>5,222,178</b>	<b>6,014,393</b>	<b>115.2%</b>	<b>6,046,775</b>
	<b>ENDING FUND BALANCE</b>	<b>34,699,754</b>	<b>33,960,440</b>	<b>33,205,074</b>	<b>31,919,714</b>		<b>30,266,439</b>
	Less Capital Assets	5,049,296	5,049,296	5,049,296	5,049,296		5,049,296
	<b>TOTAL FUND BALANCE</b>	<b>29,650,458</b>	<b>28,911,144</b>	<b>28,155,778</b>	<b>26,870,418</b>	<b>-</b>	<b>25,217,143</b>

	<b>Actual 2008-09</b>	<b>Actual 2009-10</b>	<b>Actual 2010-11</b>	<b>Adopted 2011-12</b>
<b>Personnel Schedule</b>				
Public Works Manager	0	0	0.5	0.5
Public Works Supervisor	1	1	0.5	0.5
Senior Maintenance Worker	1	1	1	1
Public Services Technician	1.5	1.5	1	1
Senior Office Assistant	0	0	0	0
Maintenance Worker II	1	1	1	1
Maintenance Worker I	3	3	3	3
<b>Total Personnel</b>	<b>7.5</b>	<b>7.5</b>	<b>7</b>	<b>7</b>

# WASTE MANAGEMENT FUND

TOTAL BUDGET – \$10,234,484

With the Solid Waste Disposal agreement with the County, the Council has directed funds be set aside to offset future increase in landfill rates with the balance subsidizing special programs including the Household Hazardous Waste program and CRT Collection Program. Continuing with the direction of Town Council to obtain voluntary involvement from the business community in recycling efforts, staff will be implementing a comprehensive educational program for commercial recycling. Beginning in fiscal year 2007-08, the Public Services Department began offering free “waste audits” to businesses to see if they are missing opportunities to recycle and save money. Staff will contact individual businesses and the Chamber of Commerce to make this service available to the business community.

[need picture/s]

WASTE MANAGEMENT FUND 5510-7510/4460							
Code	Revenue Classification	Actual Revenue 2008-09	Actual Revenue 2009-10	Amended Budget 2010-11	Estimated Revenue 2010-11	% of Budget Received	Adopted Budget 2011-12
	BEGINNING FUND BALANCE	3,027,403	3,632,623	3,760,750	3,760,750		3,237,702
4165	Misc Penalties, Fines	138,420	60,751	50,000	50,000		25,000
4179	Recycling Revenue	15,834	20,696	15,000	15,000	100.0%	28,000
4181	Refunds, Reimb, Rebates	7,236	2,209	0	1,500		1,500
4255	Interest Earnings	99,210	42,850	70,000	35,000	50.0%	35,000
6510	Administration Fees	1,135,842	1,187,096	1,200,000	1,200,000	100.0%	1,200,000
6710	Landfill Fees	2,979,687	2,940,384	3,200,000	3,100,000	96.9%	3,100,000
6720	MRF Operations	115,215	233,481	75,000	83,300	111.1%	100,000
6730	Waste Disposal Agmt Article 19	80,907	67,292	75,000	75,000	100.0%	70,000
6750	State Recycling Fees	1,349,858	1,274,370	1,500,000	1,200,000	80.0%	1,200,000
6770	Trash Collection Fees	3,970,735	3,913,097	4,400,000	4,100,000	93.2%	4,100,000
6780	Trash Liens	(172)	(22,201)	0	0		0
6935	Oil Payment Program - State	34,102	13,526	11,000	11,000	100.0%	20,000
<b>Total Revenues</b>		<b>9,926,874</b>	<b>9,733,551</b>	<b>10,596,000</b>	<b>9,870,800</b>	<b>93.2%</b>	<b>9,879,500</b>
Personnel Services							
7010	Salaries	923	1,113	38,400	37,002	96.4%	9,162
7020	Salaries - Part Time		6,879	8,200	9,655	117.7%	0
7030	Overtime	7,494	4,165	500	2,942	588.4%	0
7110	Cafeteria Benefits			10,200	8,034	78.8%	0
7130	FICA		426		598		568
7150	Medicare	183	180	600	754	125.7%	133
7160	PERS	87	221	8,500	8,041	94.6%	0
<b>Total Personnel</b>		<b>8,687</b>	<b>12,984</b>	<b>66,400</b>	<b>67,026</b>		<b>9,863</b>
Operations & Maintenance							
7205	Advertising						600
7223	Disposal Service		534				
7229	Education & Training	462	481	4,000	4,000	100.0%	1,000
7241	Meetings & Conferences	1,579	2,325	1,000	1,000	100.0%	1,000
7247	Membership & Dues	200	200	100,000	100,000	100.0%	200
7253	Mileage	552	629	750	750	100.0%	750
7259	Miscellaneous	0	0	750	750	100.0%	500
7265	Office Supplies	0	8		25		
7277	Printing	657	321				
7350	Public Information	5,815	1,983	500	500	100.0%	500
8908	ACS Computer Services	158,449	117,599	170,000	170,000	100.0%	110,000
8924	AVCO Disposal	5,263,166	5,223,432	5,941,800	5,400,000	90.9%	5,600,000
8940	Contract Services	63,283	42,695	40,000	40,000		20,000
8952	County Solid Waste	1,763,956	1,507,654	1,775,000	1,775,000	100.0%	1,775,000
8970	Household Hazardous Waste	79,403	78,708	88,000	88,000	100.0%	90,000
8976	MRF Operations	0	0	107,000	107,000		0
8980	Organic Recycling	1,501	100	8,000	8,000	100.0%	10,000
8984	Solid Waste JPA	52,252	48,974	55,000	55,000	100.0%	50,000
8998	Used Oil Facility	546	172				
<b>Total Operations &amp; Maint</b>		<b>7,391,821</b>	<b>7,025,815</b>	<b>8,291,800</b>	<b>7,750,025</b>	<b>93.5%</b>	<b>7,659,550</b>
Debt Service							
9309	Change in Investment in Joint Venture	67,561	67,561				
9820	Bond Issuance Costs	10,180	10,180				
9840	Debt Service - MRF	169,661	175,695	167,917	336,945	200.7%	336,945
9860	Interest Expense	156,602	147,125	98,570	147,125	149.3%	147,125
<b>Total Debt Service</b>		<b>404,004</b>	<b>400,561</b>	<b>266,487</b>	<b>484,070</b>	<b>181.6%</b>	<b>484,070</b>
Transfers							
9610	Transfer - 1001	495,786	480,350	500,000	480,000	96.0%	480,000

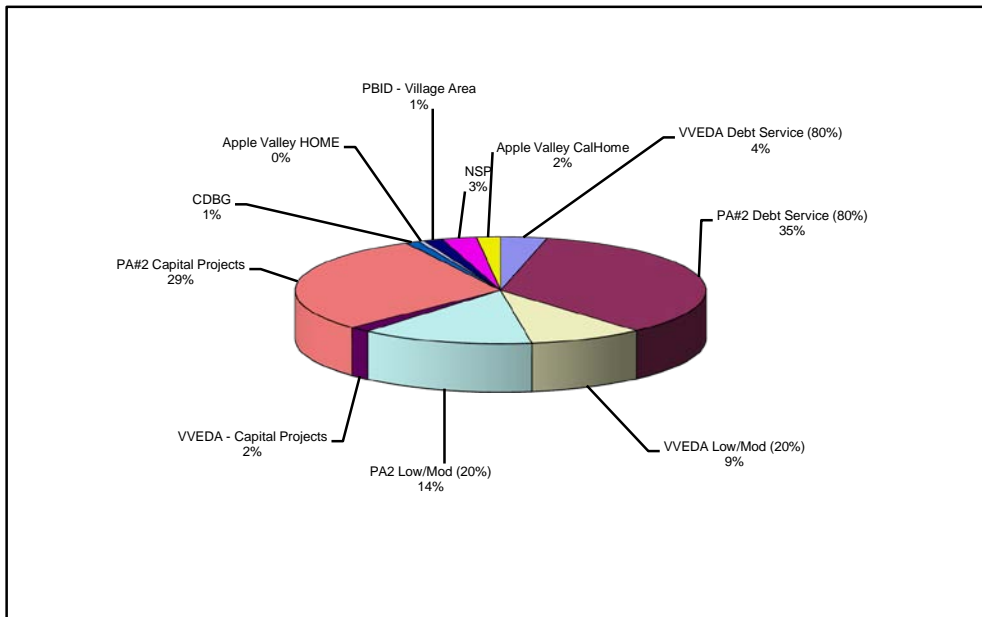
<b>WASTE MANAGEMENT FUND 5510-7510/4460</b>							
<b>Code</b>	<b>Revenue Classification</b>	<b>Actual Revenue 2008-09</b>	<b>Actual Revenue 2009-10</b>	<b>Amended Budget 2010-11</b>	<b>Estimated Revenue 2010-11</b>	<b>% of Budget Received</b>	<b>Adopted Budget 2011-12</b>
9610	Transfer - 4910		(4,992)	15,000	15,000		
9610	Transfer - 5010		557,210				
9999	Transfer out - General Fund	1,021,356	1,133,496	1,597,727	1,597,727	100.0%	1,601,001
	Total Transfers	1,517,142	2,166,064	2,112,727	2,092,727	99.1%	2,081,001
<b>Total Expenditures</b>		<b>9,321,654</b>	<b>9,605,424</b>	<b>10,737,414</b>	<b>10,393,848</b>	<b>96.8%</b>	<b>10,234,484</b>
<b>ENDING FUND BALANCE</b>		<b>3,632,623</b>	<b>3,760,750</b>	<b>3,619,336</b>	<b>3,237,702</b>		<b>2,882,718</b>
					<b>Actual</b>	<b>Adopted</b>	
<b>Personnel Schedule</b>					<b>2010-11</b>	<b>2011-12</b>	
Part-time							
HHW Operator					1.5	1.5	
<b>Total Personnel</b>					<b>1.5</b>	<b>1.5</b>	

GOLF COURSE ENTERPRISE FUND 5710							
Code	Revenue Classification	Actual Revenue 2008-09	Actual Revenue 2009-10	Amended Budget 2010-11	Estimated Revenue 2010-11	% of Budget Received	Adopted Budget 2011-12
	BEGINNING FUND BALANCE	0	(741,331)	(2,645,423)	(2,645,423)		(3,072,912)
6420	Green Fees	265,697	534,972	653,522	653,522	100.0%	735,400
6450	Pro Shop Merchandise Sales	14,142	33,404	85,658	85,658	100.0%	0
6690	Water Use Fees (Sales)		69,440				0
6470	Food & Beverage Sales	173,781	427,671	474,080	174,500	36.8%	0
6490	Other Golf Course Revenue	81,969	123,168	62,623	62,623	100.0%	74,000
	<b>Total Revenues</b>	<b>535,589</b>	<b>1,188,655</b>	<b>1,275,883</b>	<b>976,303</b>		<b>809,400</b>
	<b>Cost of Goods Sold</b>						
7722-7334	Pro Shop - Merchandise Resale	23,963	24,850	55,548	11,316	20.4%	0
7710-7323	Food & Beverage - Resale	125,933	167,900	157,236	56,375	35.9%	0
	<b>Total Cost of Goods Sold</b>	<b>149,896</b>	<b>192,750</b>	<b>212,784</b>	<b>67,691</b>		<b>0</b>
	Gross Profit	385,693	995,905	1,063,099	908,612		809,400
7716-7010	Salaries & Wages - Permanent						4018
7716-7110	Cafeteria Benefits						712
7716-7150	Medicare						58
7716-7160	PERS						990
	<b>Sub-Total Personnel</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5778</b>
	<b>Operations &amp; Maintenance</b>						
0000-7751	General & Administrative	77,268	41,135	22,100	22,100	100.0%	20,330
0000-7205	Advertising - Marketing	3,124	6,500	100,000	103,250	103.3%	54,600
0000-7235	Insurance	22,317	35,247	55,952	55,952	100.0%	31,678
0000-7295	Utilities	141,566	363,754	598,870	400,000	66.8%	361,350
0000-7332	Management Fee	0	0	96,000	0	0.0%	83,494
0000-8940	Outside Golf Services	448,045	682,641	627,630	723,630	115.3%	531,630
0000-9065	Leases	54,908	94,577	93,500	112,460	120.3%	52,000
7710-0000	Food & Beverage	0	0	20,020	0	0	0
7714-7751	Golf Course Maintenance	108,887	632,665	134,290	178,660	133.0%	174,000
7716-7751	Clubhouse	54,196	25,125	62,710	30,000	47.8%	101,000
7722-7751	Pro Shop	105	12,819	10,030	8,320	83.0%	0
7724-7751	Other Services & Supplies	55,381	107,318	0	2,000		0
	<b>Total Operating Expenses</b>	<b>965,797</b>	<b>2,001,781</b>	<b>1,821,102</b>	<b>1,636,372</b>		<b>1,415,860</b>
	Net Income/(Loss)	(580,104)	(1,005,876)	(758,003)	(727,760)		(606,460)
	<b>Non Golf Operational Expenses</b>						
	Well						
0000-9840	Debt Service	115,472	210,546	37,190	150,000	403.3%	0
0000-9860	Interest Expense			157,780		0.0%	0
0000-8972-0402	Legal	14,757	654,853	96,280	10,000	10.4%	0
0000-9610-5010	Legal transfers to 5010			(467,281)	(467,281)	100.0%	0
0000-7377	Property Taxes	30,998	32,817	7,010	7,010	100.0%	0
	<b>Total Other Expenses</b>	<b>161,227</b>	<b>898,216</b>	<b>(169,021)</b>	<b>(300,271)</b>		<b>0</b>
	Net Annual Income (Loss)	(741,331)	(1,904,092)	(588,982)	(427,489)		(606,460)
	Ending Fund Balance Golf Cour	(741,331)	(2,645,423)	(3,234,405)	(3,072,912)		(3,679,372)

## 2011/12 Economic Development/Redevelopment Agency Expenditures

VVEDA Debt Service (80%)	\$1,944,365
PA#2 Debt Service (80%)	18,716,525
VVEDA Low/Mod (20%)	4,833,390
PA2 Low/Mod (20%)	7,280,570
VVEDA - Capital Projects	879,687
PA#2 Capital Projects	15,847,414
CDBG	578,487
Apple Valley HOME	268,739
PBID - Village Area	782,862
NSP	1,464,989
Apple Valley CalHome	1,000,000
Victorville Home	338,095
ADDI	4,001

Total-Redevelopment Agency **\$53,939,124**



**REDEVELOPMENT AGENCY  
RESOLUTION No. RDA 2011-02**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
REDEVELOPMENT AGENCY OF THE TOWN OF APPLE  
VALLEY, CALIFORNIA APPROVING A BUDGET  
APPROPRIATION AND ADOPTING THE AGENCY BUDGET  
FOR FISCAL YEAR 2011-12**

WHEREAS, the Town Manager, Executive Director of the Redevelopment Agency (Agency), and Finance Director have heretofore submitted to the Board of Directors a proposed budget for the Redevelopment Agency for Fiscal Year 2011-12, as the same may have been revised by the Board of Directors, a copy of which is attached, and copies of which are in the possession of and in the office of the Secretary and the Finance Director; and

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

WHEREAS, the Board of Directors has reviewed the proposed budget and made such revisions to the proposed budget as appears to be desirable; and

WHEREAS, the proposed budget, as herein approved, will enable the Board of Directors to make adequate financial plans and will ensure that Agency members and staff can administer their respective functions in accordance with such plans,

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE REDEVELOPMENT AGENCY OF THE TOWN OF APPLE VALLEY AS FOLLOWS:

SECTION 1: The Executive Director, upon approval of the Town Manager, is authorized to transfer Operating Budget Appropriation Balances between functions and/or programs when he deems it necessary to do so.

A. The Executive Director of the Agency and 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, with such mechanisms to be approval by the Town Manager.

B. A monthly status report will be provided to the Agency Board reflecting budget, year-to-date expenditures, and percentage used by each project and fund of the Agency.

SECTION 2: The proposed budget for the Redevelopment Agency of the Town of Apple Valley for the Fiscal Year 2011-12 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 2011-12 Operating and Capital Improvement Budget programs are hereby adopted, establishing the following expenditure levels:

DEPARTMENT	2011-12 ADOPTED BUDGET
Redevelopment Agency/CDBG	\$54,178,823
TOTAL OPERATING & CAPITAL EXPENDITURES	\$54,178,823

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

Redevelopment Agency/CDBG	\$27,323,424
TOTAL OPERATING AND CAPITAL REVENUES	\$27,323,424

SECTION 3: Pursuant to Section 53901 of the California Government Code, within 60 days after the adoption hereof, the Agency 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 Agency Board 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 Board of Directors of the Redevelopment Agency of the Town of Apple Valley this 9<sup>th</sup> day of August, 2011.

  
MAYOR

ATTEST:

  
TOWN CLERK

**REDEVELOPMENT AGENCY  
RESOLUTION No. RDA 2011-03**

**A RESOLUTION OF THE TOWN OF APPLE VALLEY  
REDEVELOPMENT AGENCY DETERMINING THAT THE PLANNING  
AND ADMINISTRATION EXPENSES BUDGETED FOR FISCAL YEAR  
2011-12 BY THE HOUSING FUNDS WERE NECESSARY FOR THE  
PRODUCTION, IMPROVEMENT AND/OR PRESERVATION OF  
AFFORDABLE HOUSING FOR THE LOW AND MODERATE INCOME  
HOUSEHOLDS**

WHEREAS, On October 26, 1993 by Ordinance No.127 of the Town Council of the Town of Apple Valley adopted the redevelopment plan for the Apple Valley Redevelopment Project Area ("The Original Project Area"); and

WHEREAS, The Redevelopment Plan has been amended two (2) times to among other things, add area to the Original Project Area, and eliminate and amend certain time limits; and

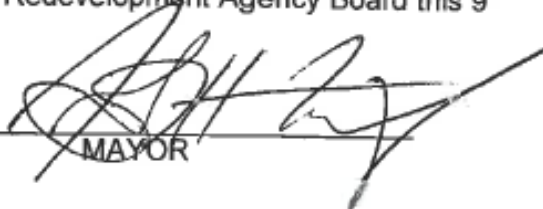
WHEREAS, Under Section 33334.2(a) of the California Community Redevelopment Law (Health and Safety Code Section 33000 et seq.), not less than 20% of all taxes allocated to the Apple Valley Redevelopment Agency ("Agency") must be set aside by the Agency in a Housing Reserve Fund and used for the purpose of increasing, improving and preserving the community's supply of low and moderate income housing available at affordable housing costs to people and families of low and moderate income, and

WHEREAS, Under Section 33334.3(d) of the California Community Redevelopment Law (Health and Safety Section 33000 et seq.), the amount of money spent for planning and general administration from the Housing Reserve Fund must not be disproportionate to the amount actually spent for the cost of production.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

The Agency hereby determines that it is necessary to use a portion of the Housing Fund Budget for planning and administration expenses for the production, improvement, or preservation of low and moderate housing during the 2011-12 Fiscal Year.

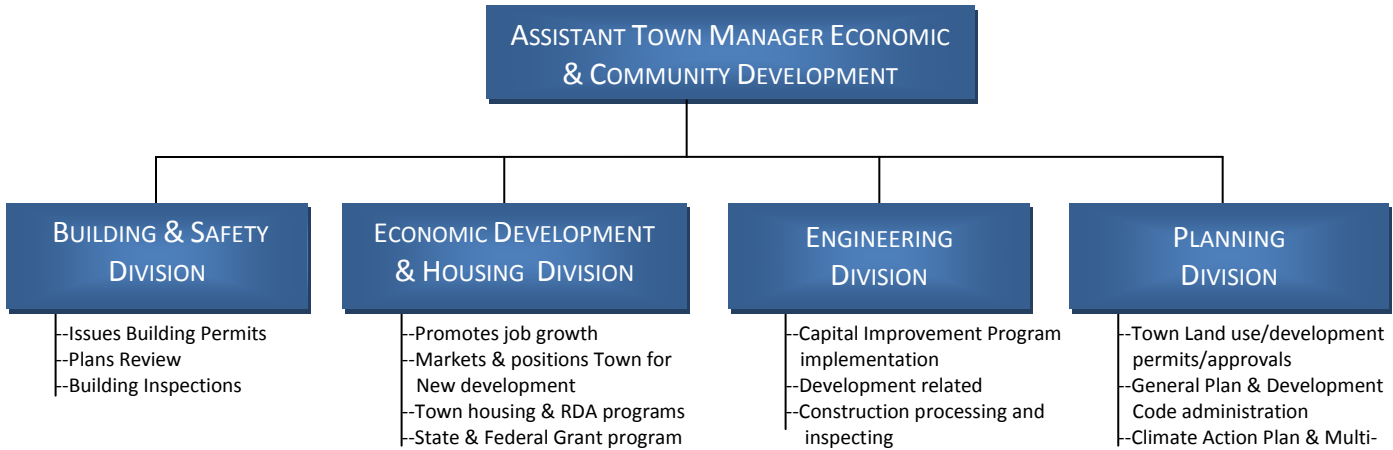
**APPROVED and ADOPTED** by the Apple Valley Redevelopment Agency Board this 9<sup>th</sup> day of August, 2011.

  
\_\_\_\_\_  
MAYOR

ATTEST:

  
\_\_\_\_\_  
TOWN CLERK

# ECONOMIC & COMMUNITY DEVELOPMENT DEPARTMENT



## PROGRAM INFORMATION



The Economic & Community Development Department is the economic engine of the Apple Valley organization. The department is comprised of four divisions, including the Economic Development & Housing Division, the Planning Division, the Engineering Division and the Building & Safety Division. Together, these four divisions are the “face” of the Town of Apple Valley as it relates to developing partnerships with the business and development communities necessary to carry out the Town Council’s Vision 2020 transportation, economic development, environmental and public safety goals.

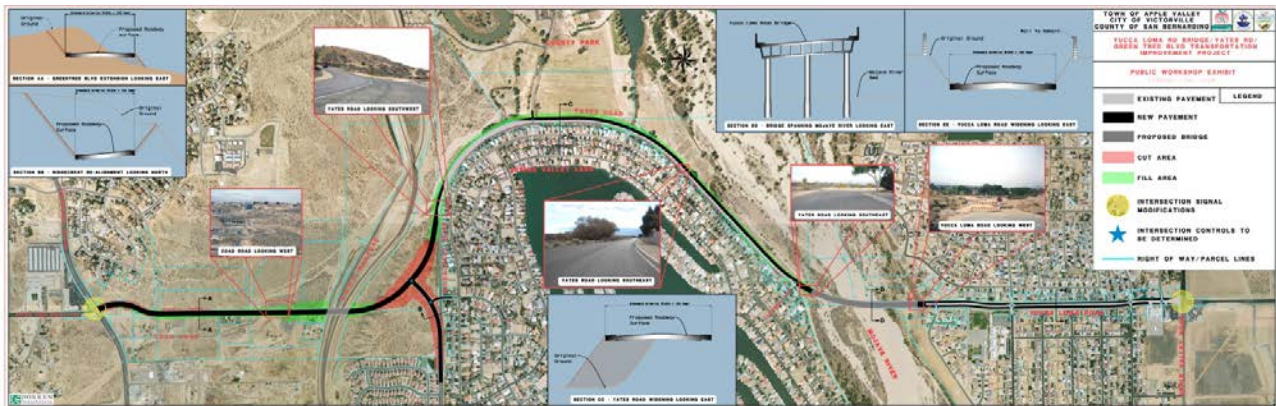
In accomplishing the goals of the Town Council, the department is charged with discharging the following major functions: Implementing the Town business development program through attraction and retention; administering various housing development, rehabilitation and purchase programs (down payment assistance); expediting the Town’s land development and entitlement processes in conformance with its Economic Development Strategy, General Plan, Development Code, Climate Action Plan, Multi-Species Habitat Conservation Plan, the Circulation Element of the General Plan, the Master Plan of Drainage and the Uniform Building Code. Working cooperatively with the Town’s Wastewater Division, 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.

## DEPARTMENT DIVISIONS

**Administration Division (Authorized # of FTEs are 2.0; Budgeted # of FTEs are 2.0):** The Administration Division of the Economic & Community Development Department, comprised of the Assistant Town Manager and Economic Development Assistant, plans, organizes, manages and supervises the work of the Department through management and supervision (through subordinates) of the Economic Development & Housing Division, the Planning Division, the Engineering Division and the Building & Safety Division. Goals and performance measures for the Administration Division are included within the appropriate sections of the Department's four operating Divisions.

**Economic Development & Housing Division (Authorized # of FTEs are 7.0; Budgeted # of FTEs are 7.0):** Cultivates job growth and promotes new development activity, markets and positions Town for new development, manages Redevelopment program, expedites planning and development processes, facilitates infrastructure planning and development, manages Town housing programs, provides a suitable living environment, expands economic opportunities for low to moderate income persons, and manages State and Federal housing and community development grant programs.

**Engineering Division (Authorized # of FTEs are 11.0; Budgeted # of FTEs are 6.8):** Implements CIP as a part of Town Public infrastructure program and Vision 2020, processes, reviews, approves, permits and inspects development related construction as a part of Vision 2020 goal #2 (Econ. Dev.), develops and maintains the Public Safety Standard relating to traffic operations, traffic safety and pedestrian safety, develops local and regional Transportation networks as part of Vision 2020 Goal #1, and develops and maintains Local and Regional storm drain systems.



**Planning Division (Authorized # of FTEs are 9.0; Budgeted # of FTEs are 7.0):** Administers and maintains General Plan and Development Code, develops and maintains Specific Plans, develops and maintains Climate Action Plan (Greenhouse Gas Emissions), serves as lead agency for all Town land use/development approvals, develops and maintains Multi-species Habitat Conservation Plan, implements the Town's Annexation program, provides staff support to the Planning Commission, and coordinates Development Advisory Board and Development Review Committee activities.

**Building & Safety Division (Authorized # of FTEs are 10.5, Budgeted # of FTEs are 4.0):** Implements the Uniform Building Code, including the California Building Code and Residential, Plumbing, Mechanical, and Electrical Codes, implements Disabled Access Regulations, implements Energy and Green Building Regulations, implements Zoning Regulations, serves as project manager for all Town public building construction projects.

### 2010-11 HIGHLIGHTS

- Dissolved County Service Area No. 17, resulting in \$1.6 million infusion for NAVISP infrastructure finance program
- Adopted a comprehensive General Plan Update

- Adopted major updates to the Development Code and Zoning Map
- Adopted the 150-acre Lewis Educational Center Specific Plan

- Adopted the Town's first ever Climate Action Plan ("CAP")
- Obtained all outside agency permits for the Yucca Loma Bridge project
- Approved the 246,000 square foot Walmart Super Center Project
- Awarded \$1,000,000 in Cal Home grant funds competition
- Launched an Economic Development focused website (GetASlice.org)
- Named one of the Top Mid-Sized Cities (nationally) in which to do business
- Named one of the Least Expensive cities in which to do business
- Obtained Town and County approval of Sphere of Influence Memorandum of Understanding
- Approved Owner Participation Agreement for the completion and sale of 34-condominiums
- Recognized by the California Retail Survey for achieving 553% sales tax growth above the State average
- Successful development and submission of a 252-page Enterprise Zone Application
- Attracted Burlington Coat Factory through long-term, intensive site selection process
- Recognized by HUD as #6 out of 307 grantees surveyed for implementation of the Neighborhood Stabilization Program
- Played the most critical role in recruiting Magic Johnson as the keynote speaker for the October 2010 edition of High Desert Opportunity. Many attendees felt this was the best ever HDO event
- Tradeshow Attendance: Attended to MD&M, ICSC, CoreNet, IAMC and Solar International tradeshows. With the exception of ICSC, these shows were focused on industrial development
- Completed feasibility study to develop Community Choice Aggregation Electric Utility
- Designed and constructed Highway 18 Median, Project Phase 1, in the Village Business District.
- Partnered with development partners and AV Ranchos to develop three alternative water infrastructure financing plans
- Successfully provided assistance to 20 low-income individuals and families requiring critical home repair(s) in Apple Valley
- Successful provision of social service assistance to 1,458 low-income residents of Apple Valley
- Financed completion of shade structure and related amenities for Corwin, Mendel and Thunderbird Parks
- Financed completion of one-quarter mile median street improvements along Highway 18 between Navajo and Central Roads
- Completed FY2011-2012, Fifth-Year Action Plan

- Successfully provided down payment and closing cost assistance to 28 low-income individuals and families towards the purchase of their first home in Apple Valley
- As the lead agency in the **Apple Valley – Victorville HOME Consortium**, successfully administered FY 2009/2010 **Home Investment Partnerships Grant (HOME)** in the amount of \$695,537 and the FY 2010-2011 grant in the amount of \$689,961
- **Fannie Mae Foreclosure Workshops:** Apple Valley – Victorville HOME Consortium obtained \$50,000 to host Foreclosure Prevention Workshops. Assisted a total of 1,285 individuals
- Successfully administered the FY 2009-2010 (100% spend down, including audit) and 2010/2011 **Community Development Block Grant** program years, including \$640,161 for FY 2009/2010 and \$690,825 for FY 2010-2011 and public services funding for 25 non-profit entities
- Received a competitive grant in the amount of \$4,500 from Wells Fargo Housing Foundation to be used for our Residential Rehabilitation Loan Program
- CIP Projects Constructed:
  - Corwin Road, from SR-18 to the Airport
  - Waalew Road, from Corwin Road to Ramona Road
  - Dale Evans Parkway, from Otoe Road to Waalew Road
  - Navajo Road, from SR-18 to Waalew Road
  - Animal Shelter Off-site Improvements, Quinault Road construction, south of Powhatan Road
  - On-site grading and paving improvement inspections for Animal Shelter, Public Works Facility, and Town Hall Annex
  - Traffic Signal Inventory
- CIP Projects Awarded, In Progress, or Nearing Completion:
  - Traffic Signal installation, Bear Valley Road at Deep Creek Road
  - Central Road Widening, from north of Ottawa Road to Lucilla Road
  - SR-18 Raised Median and Landscaping Project, from Navajo Road to Pawnee Road
  - Implemented Town-wide Micro-Surface Project
  - Implemented Town-wide Dry Well Installation Project
- CIP Projects in Design:
  - Yucca Loma Bridge
  - High Desert Corridor
  - Kiowa Road, from Bear Valley Road to Tussing Ranch Road
  - Kasota Road widening, immed. north of SR-18

- Apple Valley Road at SR-18 Re-alignment
- Town-wide Slurry Seal and Overlay PMS Project
- Yucca Loma Road Undergrounding, from Apple Valley Road to Rincon Road
- Town/County Cooperative Paving Projects, Johnson Road, Central Road, Dale Evans Parkway, and Joshua Road
- Traffic Signal Installation, Bear Valley Road at Mohawk Road
- Mojave River Bridge, (Bear Valley Road Bridge), Structural Analysis and Rehabilitation
- Updated Master Plan of Drainage
- Additional Public Works Projects:
  - Managed the January/February 2010 Storm related damage and flood related cleanup issues, Town-wide
  - Reconstructed Tamiani Road, north of Sitting Bull Road, (Vineyards Tract Flood Damage)
  - Updated the Flood Damage Report Inventory, Town-wide
  - Obtained funding for Town/County Flood Control District Regional Retention/Detention Basins in Apple Valley
  - Town/CalTrans traffic signal at SR-18 and Rimrock Road/Piute Road
  - Inspection of waterline improvements and related pavement rehabilitation in Spring Valley Lake Equestrian Estates
- Development Related Inspection of Public Improvements:
  - Mana Road, west of Tuscola Road, Tract Map No. 16134
  - Navajo Road, south of Johnson Road
  - Nakash Road, west of Palmero Road
  - Esaws Road, west of Central Road, Tract Map No. 18343
  - Off-site Improvements for America's Tire Company, Thunderbird Road
  - Valdez Eye Center, Tuscola Road improvements
  - Aspen Dental Center, Kamana Road improvements
  - Cambridge Project, improvements on Outer Highway 18, east of Kasota Road
- Completed CEQA and NEPA Scoping meetings for the Town's Multi-Species Habitat Conservation Plan
- Completed environmental review of the Town's Enterprise Zone application
- Completed five Development Code Amendments in 2010-2011 and two amendments to the NAVISP, one of which was the first ever solar farm ordinance
- Completed the Development Services Building and Conference Center on time and under budget

- Completed the remodel of Town Hall and Police Department Buildings on time and under budget
- Managed flood repair to the Development Services building
- Obtained LAFCO approval for the Annexation of Northeast Industrial Area
- Issued 1,505 Miscellaneous building permits comprised of Re-Roofing, Septic Installations, Pools, Room Additions, Patios and Patio Enclosures, Sheds and Detached Garages issued
- 5 New Commercial Building Permits issued
- 31 Residential Photovoltaic Installation permits issued
- 87 Commercial Tenant Improvement Permits issued
- 4 Multi-Family Complex Permits issued
- 3,925 Inspections performed
- 61 Single Family Residence Building Permits issued
- 2 Commercial Photovoltaic Installation Permits issued

## 2011-12 GOALS AND OBJECTIVES

- Market Apple Valley and NAVISP for New Business Development (to include Marketing, Branding and Advertising; Tradeshow Attendance; Associations and Partnerships; Lead Generation and Follow-Up; Professional Development)
- Collaborate with professional marketing consultant to develop a press kit, update and enhance marketing collateral and continue to develop and launch a new economic development website (Getaslice.org) and develop a trademark and logo.
- Expedite Planning and Development Process (to include Customer Service and Liaison; Site Selection Assistance; Property Inventory Management and Demographic Data; Business Retention; Village Business District)
- Facilitate NAVISP Infrastructure Planning and Development (to include Infrastructure Expansion Plan; Financing Alternatives)
- Develop a new Five-Year Consolidated Plan and Analysis of Impediments to Fair Housing
- Respond to inquiries and Requests for Proposals from new business prospects, including professional site selectors and corporate real estate executives. Assist in site selection and

due diligence phase of development, to include assistance in site assemblage, compiling labor statistics and operating costs, estimating Town fees, housing costs, infrastructure costs, and providing selected demographic analyses, including providing customized tours of the Town.

- Update and complete ED suite demographic profile on an annual basis.
- Research and develop trademark for Economic Development logo.
- Continue to work in cooperation with Local, Regional, State and Federal Transportation agencies to develop our local and regional transportation network.
- Develop and maintain the Town Public Safety Standard as it pertains to Traffic Operations, Traffic Safety, and Pedestrian Safety.
- Serve as the Flood Plain Administrator, working with FEMA to manage storm related public hazards within our community.
- Develop Public Infrastructure and completion of the Annual Capital Improvement Program, particularly in the areas of streets, sidewalks, traffic signals, storm drains, dry wells, and traffic management related signage and markings.
- Continue to move forward on the construction of the Yucca Loma Bridge project, which is the Town's #1 transportation project.
- In conjunction with the Yucca Loma Corridor project, work closely with SCE to begin undergrounding utilities along Yucca Loma Road east of Apple Valley Road, to prepare for future street improvements extending as far east as Navajo Road at SR18.
- Continue to pursue the future development of the High Desert Corridor with Caltrans District 7 & 8, Los Angeles and San Bernardino Counties, SANBAG Los Angeles Metro, including environmental clearance, approval, design and anticipated construction commencement in 2013.
- Continue to improve Apple Valley Road at SR18 with plans to develop realignment and re-contour of the intersection, allowing the removal of the split-phase operation, and improve traffic movement in all directions.

- Continue to work with San Bernardino County Flood Control, Zone 4 to begin developing an updated Watershed Management Plan.
- Prepare and issue RFP for structural engineering consultant services to analyze and rehab the existing Bear Valley Road bridge.
- Install new traffic signals along Bear Valley Road and the intersections of Deep Creek and Mohawk Roads.
- Implement CIP projects including pavement management projects.
- Implement the Town's dry well program.
- Adopt Amendment No. 5 of NAVISP
- Adopt the Multi-Species Habitat Conservation Plan
- Annex the Golden Triangle into the Town
- Adopt Development Code for Town Sphere of Influence
- Approve Project Entitlements Faster than any Other Community in California.
- Continue to review, permit and inspect all private and public land development projects faster and more efficiently than any other community in California.
- Maintain a reputation for being the most customer-friendly municipal Building and Safety Division in the High Desert.
- Continue to provide the normal turn-around cycles that are the shortest in the High Desert and also promote "Express Plan Check" services for those projects that qualify.
- Maintain the highest availability of Building Official and Building Inspector access to our customers to ensure that customer questions can be answered as quickly and correctly as possible.
- Maintain the highest level of flexibility when scheduling inspections and field reviews to ensure that all customer needs are met in the quickest and most efficient manner.
- California Building Code updates, including the 2011 revisions have been incorporated into the daily processes of the Building and Safety Division to ensure full compliance in Apple Valley projects.

**Performance and Workload Measures\***

	<i>Actual 2010-2011</i>	<i>Goal 2011-2012</i>	<i>Estimate 2011-2012</i>
Golden Triangle Community Workshops	0	6	6
Annexations	1	1	1
NAVISP projects	?	n/a	3
County Land Use staff meetings for Sphere Overlay Development Code preparation	2	8	8
Community Outreach Mtgs. For Draft Sphere Overlay Development Code	0	2	2
Process project entitlements requiring Planning Commission approval within 6 week of application deemed complete	Not tracked	80%	n/a
Process project entitlements requiring administrative approval within 30 days of application deemed complete	Not tracked	80%	n/a
Staff support of Planning Commission Mtgs.	14	n/a	16
Staff support of Development Advisory Board meetings	10	n/a	20
# of entitlements/permits processed	237	n/a	240
Advertise in industry publications and/or other trade media	Not tracked	n/a	2
Update marketing pieces highlighting various commercial and industrial corridors	Not tracked	n/a	10
Contact & coordinate with brokers to update marketing brochures for specific properties	Not tracked	n/a	30
Attend and display booth at industry trade shows	5	n/a	5
Research and gather intelligence on potential business prospects developers and site selectors in order to book appointments at trade shows	Not tracked	n/a	200
Follow up with leads generated through trade show attendance through correspondence, phone contact and subsequent meetings	Not tracked	n/a	500
Serve on a board or partner as a liaison with economic development organizations	6	n/a	6
Solicit new businesses	Not tracked	n/a	100
Maintain and update property inventory database	Not tracked	n/a	800
Partner with local business organizations to promote business retention	5	n/a	5
Staff support to Village PBID monthly meetings	10	n/a	10
Enter into DA with affordable housing developer to construct senior rental housing projects	0	1	1
Complete the construction and sale of the units in the Happy Trails Villas project for affordable ownership	0	n/a	34
Provide 0% deferred payment loans to homeowners for the purpose of making repairs to their homes	20	25	25
Down Payment Assistance	28	24	24
Conduct Foreclosure Prevention Workshops	6	n/a	4
Provide Fair Housing Services	41	n/a	30
Provide Landlord/Tenant mediation services	425	n/a	300
Serve seniors with home repair and transportation services	Not tracked	n/a	110
Assistance with Resident Utility Services	Not tracked	n/a	61
Rent/Mortgage Assistance programs	25	n/a	25
Assist with Park improvements	3	2	2
Assist with Village Neighborhood Road improvements	1	1	1
CDBG public service programs for youth	275	n/a	200
Provide clothing to school children	400	n/a	200
Provide adult literacy assistance	70	n/a	38
Install traffic signals	0	2	2
Complete CIP projects	5	n/a	7



Complete design phase and bid CIP projects	5	n/a	8
Average # of active, funded CIP projects	6	n/a	8
Represent Town at High Desert Corridor project meetings	5	n/a	5
# of Planning projects reviewed and conditioned	12	n/a	12
# of plan checks or map checks processed	20	n/a	20
First review of engineering plan checks or map checks completed in 10 or less business days	Not tracked	80%	n/a
Revisions to engineering plan checks and map checks reviewed in less than 7 working days	Not tracked	80%	n/a
Process building plan checks through "Express Plan Check"	Not tracked	n/a	150
New residential permits	50	n/a	50
New non-residential permits	60	n/a	60
Average # of inspections per day	15	n/a	15
# of inspections	3,128	n/a	3,100
# of plan checks processed	199	n/a	200
Percentage of building plans checked less than 7 working days on first submittal	Not tracked	80%	n/a
Percentage of building plans checked less than 5 working days after first submittal	Not tracked	80%	n/a
# of RLP inspections	Not tracked	n/a	100

*\*Many of the Goals/Objectives are not quantifiable and, therefore, have been omitted from this table.*



# REDEVELOPMENT AGENCY/CDBG

TOTAL BUDGET – \$54,178,823

In recent years the Town Council approved the issuance of tax allocation bonds in both the VVEDA and PA2 project areas. These bond were issued to construct a new Public Works Facility estimated to cost \$5,000,000 and a new Animal Care/Control Facility. There are also bond proceeds set aside for road projects, \$12,700,000 for the Yucca Loma Bridge project.



**VVEDA RDA Redevelopment Tax Increment (80%) Fund 3010-4710**

<b>Code</b>	<b>Revenue Classification</b>	<b>Actual Revenue 2008-09</b>	<b>Actual Revenue 2009-10</b>	<b>Amended Budget 2010-11</b>	<b>Estimated Revenue 2010-11</b>	<b>% of Budget Received</b>	<b>Adopted Budget 2011-12</b>
	BEGINNING FUND BALANCE	3,414,033	2,261,698	295,046	295,046	0	1,217,438
4131	VVEDA Project Area #1	1,502,845	1,819,945	1,000,000	1,000,000	0.0%	1,300,000
4131-5000	Budgetary Savings		91,559				
	Low/Mod Loan			2,730,574	2,730,574		
4255	Interest Earnings	69,238	39,082				10,000
	<b>Total Revenues</b>	<b>1,572,083</b>	<b>1,950,586</b>	<b>3,730,574</b>	<b>3,730,574</b>	<b>0</b>	<b>1,310,000</b>
<b>Code</b>	<b>Expenditure Classification</b>	<b>Actual Expense 2008-09</b>	<b>Actual Expense 2009-10</b>	<b>Amended Budget 2010-11</b>	<b>Estimated Expense 2010-11</b>	<b>% of Budget Expended</b>	<b>Adopted Budget 2011-12</b>
	7320 ERAF/SERAF		1,953,301	401,767	401,767		
8940-0000	Contract Service	5,650	5,550	6,000	6,000	0.0%	6,000
	9840 Principal	300,000	310,000	320,000	320,000	0.0%	335,000
	9860 Interest	756,343	745,917	732,142	772,142	0.0%	723,678
9999-4010	Transfer - 4010	1,662,425	902,470	1,308,273	1,308,273	0.0%	879,687
	<b>Total Expenditures</b>	<b>2,724,418</b>	<b>3,917,238</b>	<b>2,768,182</b>	<b>2,808,182</b>	<b>0</b>	<b>1,944,365</b>
	<b>ENDING FUND BALANCE</b>	<b>2,261,698</b>	<b>295,046</b>	<b>1,257,438</b>	<b>1,217,438</b>	<b>0</b>	<b>583,073</b>

<b>RDA PROJECT AREA NO. 2 - REDEVELOPMENT TAX INCREMENT (80%) FUND 3020</b>							
<b>Code</b>	<b>Revenue Classification</b>	<b>Actual Revenue 2008-09</b>	<b>Actual Revenue 2009-10</b>	<b>Amended Budget 2010-11</b>	<b>Estimated Revenue 2010-11</b>	<b>% of Budget Received</b>	<b>Adopted Budget 2011-12</b>
	BEGINNING FUND BALANCE	36,493,675	33,632,749	24,125,103	24,125,103		21,117,495
4065	RDA Project Area #2	5,319,222	3,379,850	4,000,000	3,800,000	95.0%	3,800,000
4255	Interest Earnings	316,749	224,333	200,000	50,000	25.0%	50,000
	Low/Mod Loan				2,964,797		
4170	Bond Proceeds						
<b>Total Revenues</b>		<b>5,635,971</b>	<b>3,604,183</b>	<b>4,200,000</b>	<b>6,814,797</b>		<b>3,850,000</b>
<b>Expenditures</b>							
<b>Operations &amp; Maintenance</b>							
7320	ERAF	375,146	1,823,884	364,000	364,000		
7340	Passthrough Agreements	954,660	844,963	1,000,000	775,000	77.5%	775,000
7345	Prior Year Activity						
8940	Contract Services	2,192	2,170		2,000		2,000
9610	Transfer - 3010						
9999	Transfer - 4020	5,074,279	8,349,841	22,000,000	6,590,960	30.0%	15,847,414
<b>Total Operations &amp; Maint</b>		<b>6,406,277</b>	<b>11,020,858</b>	<b>23,364,000</b>	<b>7,731,960</b>		<b>16,624,414</b>
<b>Debt Service</b>							
9820	Cost of Issuance						
9840	Principal	539,317	561,240	665,000	583,164	87.7%	609,472
9860	Interest	1,551,303	1,529,731	1,718,800	1,507,281	87.7%	1,482,639
<b>Total Debt Service</b>		<b>2,090,620</b>	<b>2,090,971</b>	<b>2,383,800</b>	<b>2,090,445</b>		<b>2,092,111</b>
<b>Total Expenditures</b>		<b>8,496,897</b>	<b>13,111,829</b>	<b>25,747,800</b>	<b>9,822,405</b>		<b>18,716,525</b>
<b>ENDING FUND BALANCE</b>		<b>33,632,749</b>	<b>24,125,103</b>	<b>2,577,303</b>	<b>21,117,495</b>		<b>6,250,970</b>

**VVEDA Low and Moderate Income Housing Fund (20% Set-Asides) 2710-4710**

<b>Code</b>	<b>Revenue Classification</b>	<b>Actual Revenue 2008-09</b>	<b>Actual Revenue 2009-10</b>	<b>Amended Budget 2010-11</b>	<b>Estimated Revenue 2010-11</b>	<b>% of Budget Received</b>	<b>Adopted Budget 2011-12</b>
	BEGINNING FUND BALANCE	3,610,688	4,400,455	5,913,035	5,913,035		3,964,246
4065	RDA Project Area #2						
4131	VVEDA Project Area #1	1,286,363	1,476,686	800,000	800,000	100.0%	800,000
4255	Interest Earnings	164,003	73,026	120,000	120,000	100.0%	120,000
	<b>Total Revenues</b>	<b>1,450,366</b>	<b>1,549,712</b>	<b>920,000</b>	<b>920,000</b>		<b>920,000</b>
<b>Code</b>	<b>Expenditure Classification</b>	<b>Actual Expense 2008-09</b>	<b>Actual Expense 2009-10</b>	<b>Amended Budget 2010-11</b>	<b>Estimated Expense 2010-11</b>	<b>% of Budget Expended</b>	<b>Adopted Budget 2011-12</b>
	<b>Personnel Services</b>						
7010	Salaries & Wages - Permanent	53,719	25,758	65,050	67,674	104.0%	151,818
7020	Salaries & Wages - Part Time	2,121		3,000	3,000	100.0%	-
7110	Cafeteria Benefits	6,303	2,579	10,425	8,387	80.5%	17,664
7120	Deferred Comp	914	835	1,785	1,664	93.2%	3,749
7130	FICA	138		100	100	100.0%	-
7150	Medicare	835	356	1,330	960	72.2%	2,201
7160	PERS	4,661	5,401	14,350	14,430	100.6%	37,258
	<b>Total Personnel</b>	<b>68,691</b>	<b>34,929</b>	<b>96,040</b>	<b>96,215</b>	<b>100.2%</b>	<b>212,690</b>
	<b>Operations &amp; Maintenance</b>						
7205	Advertising						2,000
7229	Education & Training						2,000
7241	Meetings and conferences						2,000
7253	Mileage						200
7259	Miscellaneous	230		10,000	5,000	50.0%	10,000
7265	Office Supplies						500
7271	Postage						500
7277	Printing						500
7430-090	Housing Activities			1,500,000		0.0%	3,300,000
7470	HELP Debt Service			195,000	-	0.0%	195,000
8916	Audit						500
8940	Contracted Services		2,203	37,000	37,000	100.0%	95,500
8972	Legal						12,000
9444	Land Acquisition	591,678		1,000,000		0.0%	1,000,000
	Loan to 80% for ERAF/SERAF				2,730,574		-
	<b>Total Operations &amp; Maint</b>	<b>591,908</b>	<b>2,203</b>	<b>2,742,000</b>	<b>2,772,574</b>	<b>100.0%</b>	<b>4,620,700</b>
	<b>Total Expenditures</b>	<b>660,599</b>	<b>37,132</b>	<b>2,838,040</b>	<b>2,868,789</b>		<b>4,833,390</b>
	ENDING FUND BALANCE	4,400,455	5,913,035	3,994,995	3,964,246		50,856
	Less Reserve for Loan Repayment	97,500	113,750	130,000	130,000		146,250
	<b>ENDING FUND BALANCE - Unrestric</b>	<b>4,302,955</b>	<b>5,799,285</b>	<b>3,864,995</b>	<b>3,834,246</b>		<b>(95,394)</b>

**Personnel Schedule**

	<b>Actual 2008-09</b>	<b>Actual 2009-10</b>	<b>Actual 2010-11</b>	<b>Adopted 2011-12</b>
Asst Town Manager Economic Dev	0.1	0.1	0.25	0.1
Assistant Director				0.25
Econ. Dev. Spec. II				0.25
Economic Dev. Spec.				0.25
Econ. Dev. Assistant				0.1
Housing & Community Dev Specialist II	0.2	0.15	0.4	0.15
Housing & Community Dev Specialist I	<u>0.25</u>	<u>0.25</u>	<u>0.25</u>	<u>0.65</u>
<b>Total</b>	<b>0.55</b>	<b>0.5</b>	<b>0.9</b>	<b>1.75</b>

RDA - PA2 LOW-MOD INCOMING HOUSING 2720-4710 (20%)							
Code	Revenue Classification	Actual Revenue 2008-09	Actual Revenue 2009-10	Amended Budget 2010-11	Estimated Revenue 2010-11	% of Budget Received	Adopted Budget 2011-12
	BEGINNING FUND BALANCE	7,528,230	8,602,173	9,075,238	9,075,238		6,489,490
4065	RDA Project Area #2	1,329,806	844,963	800,000	800,000	100.0%	800,000
4170	Bond Proceeds						
4255	Interest Earnings	113,831	55,050		20,000		20,000
	<b>Total Revenues</b>	<b>1,443,637</b>	<b>900,013</b>	<b>800,000</b>	<b>820,000</b>	<b>102.5%</b>	<b>820,000</b>
Code	Expenditure Classification	Actual Expense 2008-09	Actual Expense 2009-10	Amended Budget 2010-11	Estimated Expense 2010-11	% of Budget Expended	Adopted Budget 2011-12
	<b>Personnel Services</b>						
7010	Salaries & Wages	53,617	25,710	65,050	74,315	114.2%	154,658
7020	Salaries & Wages - PT	2,222		3,000	3,000	100.0%	-
7110	Cafeteria Benefits	6,303	2,579	10,425	9,464	90.8%	18,116
7120	Deferred Comp	914	833	1,785	1,790	100.3%	3,806
7130	FICA	138		100	100	100.0%	-
7150	Medicare	835	356	1,330	1,055	79.3%	2,243
7160	PERS	4,660	5,390	14,350	15,872	110.6%	37,958
	<b>Total Personnel</b>	<b>68,689</b>	<b>34,868</b>	<b>96,040</b>	<b>105,596</b>	<b>110.0%</b>	<b>216,781</b>
	<b>Operations &amp; Maintenance</b>						
7205	Advertising			2,000	-	0.0%	2,000
7229	Education & Training						2,000
7241	Meetings & Conferences						2,000
7253	Mileage						200
7259	Miscellaneous	230	140	10,000	5,000	50.0%	10,000
7265	Office Supplies						500
7271	Postage						500
7277	Printing						500
7430	Housing Activities from Bond Proceeds		95,344	4,500,000	-	0.0%	4,500,000
	Housing Activities from Increment						2,008,000
7470	HELP Debt Service			195,000	-	0.0%	195,000
8916	Audit						500
8940	Contract Services	307	3,167	37,000	37,000	100.0%	37,000
8972	Legal	5,588					12,000
9550	Sequoia Senior Apts	1,500					
	Loan to 80% for ERAF/SERAF				2,964,797		
9999	Transfers						
	<b>Total Operations &amp; Maint</b>	<b>7,625</b>	<b>98,651</b>	<b>4,744,000</b>	<b>3,006,797</b>		<b>6,770,200</b>
	<b>Debt Service</b>						
9820	Cost of Issuance						
9840	Principal	75,683	78,760	79,800	81,836	102.6%	85,528
9860	Interest	217,697	214,669	206,256	211,519	102.6%	208,061
	<b>Total Debt Service</b>	<b>293,380</b>	<b>293,429</b>	<b>286,056</b>	<b>293,355</b>		<b>293,589</b>
	<b>Total Expenditures</b>	<b>369,694</b>	<b>426,948</b>	<b>5,126,096</b>	<b>3,405,748</b>		<b>7,280,570</b>
	ENDING FUND BALANCE	8,602,173	9,075,238	4,749,142	6,489,490		28,920
	Less Reserve Loan Repymnt	97,500	113,750	130,000	130,000		146,250
	<b>ENDING BALANCE (Unrestricted)</b>	<b>8,504,673</b>	<b>8,961,488</b>	<b>4,619,142</b>	<b>6,359,490</b>		<b>(117,330)</b>

	Actual 2008-09	Actual 2009-10	Actual 2010-11	Adopted 2011-12
<u>Personnel Schedule</u>				
Asst Town Manager Economic Dev				0.1
Assistant Director Economic Devel	0.1	0.1	0.25	0.25
Econ. Dev. Spec. II				0.25
Econ. Dev. Assistant				0.1
Hsng and Comm Dev Spec II	0.2	0.2	0.4	0.15
Housing and Comm Dev Specialist I				0.7
Dev. Services Specialist	<u>0.25</u>	<u>0.25</u>	<u>0.25</u>	<u>0.25</u>
<b>Total</b>	<b>0.55</b>	<b>0.55</b>	<b>0.9</b>	<b>1.8</b>

**RDA - VVEDA Redevelopment Capital Projects- Account Number 4010-4710**

<b>Code</b>	<b>Revenue Classification</b>	<b>Actual Expense 2008-09</b>	<b>Actual Expense 2009-10</b>	<b>Amended Expense 2010-11</b>	<b>Estimated Expense 2010-11</b>	<b>% of Expense Received</b>	<b>Adopted Budget 2011-12</b>
	BEGINNING FUND BALANCE	1	(195)	0	-		0
4170	Other Revenue Sources						
4181	Refunds, Reimb, Rebates	383,517	24				
4255	Interest Earnings	15,696					
6999	Transfer In - Debt Service Fund 3010						879,687
	<b>Total Revenues</b>	<b>399,213</b>	<b>24</b>	<b>0</b>	<b>0</b>		<b>879,687</b>
<b>Code</b>	<b>Expenditure Classification</b>	<b>Actual Expense 2008-09</b>	<b>Actual Expense 2009-10</b>	<b>Adopted Budget 2010-11</b>	<b>Estimated Expense 2010-11</b>	<b>% Used</b>	<b>Adopted Budget 2011-12</b>
	<b>Personnel Services</b>						
7010	Salaries & Wages - Permanent	222,041	218,684	245,575	251,550	102.4%	222,562
7020	Salaries - Part-time	4,588	8,798	10,000	2,351		
7110	Cafeteria Benefits	22,408	21,896	28,730	25,021	87.1%	19,910
7120	Deferred Comp	7,016	7,490	5,350	7,869		6,392
7130	FICA	191		6,000	6,000		221
7150	Medicare	3,372	3,363	4,000	3,809	95.2%	3,227
7160	PERS	55,743	49,211	54,000	54,814	101.5%	53,390
	<b>Total Personnel</b>	<b>315,359</b>	<b>309,442</b>	<b>353,655</b>	<b>351,414</b>		<b>305,702</b>
	<b>Operations &amp; Maintenance</b>						
7205	Advertising	1,408		7,500	7,500	100.0%	4,500
7229	Education & Training	1,624	246	2,000	2,000	100.0%	1,750
7241	Meetings & Conferences	8,316	3,658	9,000	9,000	100.0%	8,000
7247	Memberships & Dues	4,144	4,524	4,300	4,300	100.0%	4,300
7253	Mileage	3,092	3,191	5,000	5,000	100.0%	4,000
7259	Miscellaneous	208	272	1,000	1,000	100.0%	1,000
7265	Office Supplies	1,288	975	1,500	1,500	100.0%	1,000
7271	Postage	0		500	500	0.0%	500
7277	Printing	100	276	3,000	3,000	100.0%	2,000
7289	Subscriptions	0	4,928	6,500	6,500	100.0%	6,500
7330	Hardware/Software	1,162	221	500	500		500
7350	Public Information	50,255	617				
7515	Marketing		2,232	27,000	12,000	44.4%	50,000
7584	Sponsorships		16,243	43,850	43,850	100.0%	36,500
7640	Tradeshows		11,950	16,000	16,000	100.0%	16,000
8916	Audit	178					4,000
8940	Contracted Services	27,836	32,364	202,500	202,500	100.0%	60,000
8972	Legal			24,000	24,000	100.0%	12,000
9065	Leased Equipment		539				
9610	Transfer - 3010	(1,662,425)	(902,470)	(1,308,273)	(1,308,273)		
9610	Transfer - 4107	1,656	1,640				
9999	Transfer out - 1001	217,255	501,812	482,982	482,982		361,435
	<b>Total Operations and Maintenance</b>	<b>(1,343,903)</b>	<b>(316,782)</b>	<b>(471,141)</b>	<b>(486,141)</b>		<b>573,985</b>
	<b>Capital Projects</b>						
9120	Capital Equipment						
9228	AV Rd. Ph 1B	630,988	3,248				
9255	AV Rd. Signals						
9340	Dale Evans Traffic Signalization	734,692					
9342	Dale Evans Widening Reimbursement	62,273					
9444	Land Acquisition						
9820	Bond Issue Costs						
9860	Interest		3,921			0.0%	
	<b>Total Capital Projects</b>	<b>1,427,953</b>	<b>7,169</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Total Expenditures</b>	<b>399,409</b>	<b>(171)</b>	<b>(117,486)</b>	<b>(134,727)</b>		<b>879,687</b>
	<b>ENDING FUND BALANCE</b>	<b>(195)</b>	<b>-</b>	<b>117,486</b>	<b>134,727</b>		<b>0</b>

	Actual 2008-09	Actual 2009-10	Actual 2010-11	Adopted 2011-12
<b><u>Personnel Schedule</u></b>				
Asst Town Mgr of Economic & Commur Development/Executive Director,RDA	0.50	0.50	0.50	0.40
Asst Dir of Econ Dev & Housing	0.45	0.40	0.25	0.25
Economic Development Specialist II	0.40	0.50	1.00	0.75
Economic Development Specialist Housing and Community Dev Specialist I				0.25
Economic Development Assistant	0.05	0.50	0.50	0.40
Economic Development Intern	<u>0.00</u>	<u>0.00</u>	<u>0.25</u>	<u>0.00</u>
Total	1.40	1.90	2.50	2.05



RDA - PA #2 CAPITAL PROJECTS FUND 4020-4710							
Code	Revenue Classification	Actual Revenue 2008-09	Actual Revenue 2009-10	Amended Budget 2010-11	Estimated Revenue 2010-11	% of Budget Received	Adopted Budget 2011-12
	BEGINNING FUND BALANCE	0	0	0	0		0
	Gains/Loss on disposal of Fixed Assets		1,800				
4181	Refunds, Reimb, Rebates	790	9,955				
6999	Transfer In - Debt Service Fund 3020						15,847,414
	<b>Total Revenues</b>	<b>790</b>	<b>11,755</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>15,847,414</b>
Code	Expenditure Classification	Actual Expense 2008-09	Actual Expense 2009-10	Adopted Budget 2010-11	Estimated Expenses 2010-11	% Used	Adopted Budget 2011-12
	<b>Personnel Services</b>						
7010	Salaries & Wages - Permanent	222,041	218,967	245,575	251,639	102.5%	220,287
7020	Salaries - Part-time	4,588	8,798	10,000	2,351	23.5%	
7110	Cafeteria Benefits	21,320	21,895	28,750	25,021	87.0%	19,911
7120	Deferred Comp	7,016	7,498	7,000	7,874	112.5%	6,392
7130	FICA	193	0	200	200	100.0%	221
7150	Medicare	3,356	3,365	3,700	3,809	102.9%	3,227
7160	PERS	54,357	49,272	54,100	54,833	101.4%	53,390
	<b>Total Personnel</b>	<b>312,871</b>	<b>309,795</b>	<b>349,325</b>	<b>345,727</b>		<b>303,428</b>
	<b>Operations &amp; Maintenance</b>						
7205	Advertising	1,408	0	7,500	7,500	100.0%	4,500
7229	Education & Training	1,624	244	2,000	2,000	100.0%	1,750
7241	Meetings & Conferences	9,375	4,227	9,000	9,000	100.0%	8,000
7247	Memberships & Dues	4,444	4,824	4,300	4,300	100.0%	4,300
7253	Mileage	3,091	3,153	5,000	5,000	100.0%	4,000
7259	Miscellaneous	157	286	1,000	1,000	0.0%	1,000
7265	Office Supplies	1,329	1,054	1,500	1,500	100.0%	1,000
7271	Postage	0	0	500	500	0.0%	500
7277	Printing	100	325	3,000	3,000	100.0%	2,000
7289	Subscriptions	0	4,928	6,500	6,500	100.0%	6,500
7330	Hardware/Software Supplies/Exp	1,162	227	500	500	100.0%	500
7350	Public Information (now "Marketing")	46,869	617				
7515	Marketing	0	2,232	27,000	12,000	44.4%	20,000
7584	Sponsorships	0	16,242	43,850	43,850	100.0%	36,500
7640	Tradeshows	0	11,913	16,000	16,000	100.0%	16,000
8916	Audit	178	-				4,000
8940	Contracted Services	23,976	272,618	202,500	202,500	100.0%	60,000
8972	Legal			24,000	24,000	100.0%	12,000
9065	Leased Equipment		539				
9610	Transfer-3020	(5,074,279)	(8,349,841)	(22,000,000)	(6,590,960)	30.0%	
9610	Transfer-4910	(224,172)	0				
9999	Transfer out - 1001	217,255	501,812	479,751	479,751	100.0%	361,436
	<b>Total Operations and Maint</b>	<b>(4,987,483)</b>	<b>(7,524,600)</b>	<b>(21,166,099)</b>	<b>(5,772,059)</b>		<b>543,986</b>
	<b>Capital Expenditures</b>						
9120	Capital						
9264	Animal Shelter Facility	3,044,818	6,522,080		4,000		
9270	Baseball Stadium Specific Plan		157,068				
9534	Public Works Facility	1,567,169	385,775	4,422,332	4,422,332	100.0%	
9588	Yucca Loma Bridge/Corridor	15,240	121,012	16,000,000	1,000,000	6.3%	15,000,000
9590	Yucca Loma Road Undergrounding		4,101				
9860	Interest Expense	48,175	36,524				
	<b>Total Capital Expenditures</b>	<b>4,675,402</b>	<b>7,226,560</b>	<b>20,422,332</b>	<b>5,426,332</b>		<b>15,000,000</b>
	<b>Total Expenditures</b>	<b>790</b>	<b>11,755</b>	<b>(394,442)</b>	<b>0</b>		<b>15,847,414</b>
	<b>ENDING FUND BALANCE</b>	<b>0</b>	<b>0</b>	<b>394,442</b>	<b>0</b>		<b>0</b>

	Actual 2008-2009	Actual 2009-2010	Actual 2010-2011	Adopted 2011-12
<b><u>Personnel Schedule</u></b>				
Asst Town Mgr of Economic & Commu Development/Executive Director, RD	0.50	0.50	0.50	0.40
Asst Dir of Econ Dev & Housing	0.40	0.40	0.25	0.25
Economic Development Specialist II	0.50	0.50	1.00	0.75
Economic Development Asst.				0.40
Economic Development Intern			0.25	
Econ Development Specialist	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>	<u>0.25</u>
Total	1.90	1.90	2.50	2.05

**COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUND 2120-4210**

Code	Revenue Classification	Actual Revenue 2008-09	Actual Revenue 2009-10	Amended Budget 2010-11	Estimated Year End 2010-11	% Used	Adopted Budget 2011-12
------	------------------------	------------------------	------------------------	------------------------	----------------------------	--------	------------------------

	BEGINNING FUND BALANCE	(426,540)	(119,432)	(17,888)	(17,888)		(0)
	4181 Refunds, Reimb, Rebates				180		
6823	FY 04-05 CDBG Allocation	42,945					
6824	FY 05-06 CDBG Allocation	0	11,514				
6825	FY 06-07 CDBG Allocation	0					
6826	FY 07-08 CDBG Allocation	433,065					
6827	FY 08-09 CDBG Allocation	377,210	246,245	41,287	41,287		
6828	FY 09-10 CDBG Allocation		319,394	429,936	360,516		
6829	FY 10-11 CDBG Allocation			690,825	690,825		
6830	FY 11-12 CDBG Allocation						575,087
6880	Program Income						3,400
<b>Total Revenues</b>		<b>853,220</b>	<b>577,153</b>	<b>1,162,048</b>	<b>1,092,808</b>	<b>0</b>	<b>578,487</b>

Personnel Services							
7010	Salaries & Wages - Permanent	78,625	83,577	93,073	93,073	100.0%	54,965
7110	Cafeteria Benefits	9,819	10,272	10,950	10,950	100.0%	7,271
7120	Deferred Compensation	1,174	1,772	1,875	1,875	0.0%	1,099
7150	Medicare	1,161	1,286	1,350	1,350	100.0%	797
7160	PERS	13,891	18,223	19,975	19,975	100.0%	13,540
<b>Total Personnel</b>		<b>104,670</b>	<b>115,130</b>	<b>127,223</b>	<b>127,223</b>	<b>100.0%</b>	<b>77,672</b>

7205	Advertising	0	0	1,000	1,000		1,000
7229	Education & Training	1,375	-	1,000	1,000		1,000
7241	Meetings & Conferences	98	798	3,000	3,000		345
7247	Memberships & Dues	203	0	0			
7253	Mileage	339	283	3,047	3,047		
7259	Miscellaneous	209		0			
7265	Office Supplies	313	104	1,595	1,595		0
7271	Postage	0		300	300		0
7289	Subscriptions	225	213	0	0		0
7350	Public Information	0	0	1,000	1,000		500
8916	Audit						2,900
8940	Contract Services	911					35,000
8944	Unfunded Loan Costs	162	465				
<b>Total Operations &amp; Maintenance</b>		<b>3,835</b>	<b>1,863</b>	<b>10,942</b>	<b>10,942</b>		<b>40,745</b>

FY 11-12 CDBG Program							
7430-0075	Apple Valley PAL						16,074
7430-0100	Assistance League						10,716
7430-0200	Catholic Charities						10,716
7430-0300	County Library						4,287
7430-0360	Civic Center Park Aquatic Center						76,281
7430-0500	Fair Housing						11,788
7430-0700	High Desert Homeless Services						10,716
7430-0955	James Woody Security						125,000
7430-1000	Landlord/Tenant Mediation						7,500
7430-1450	St. John of God Healthcare						6,429
7430-1480	VV Community Services Council						8,037
7430-1600	Village Road Project						172,526
<b>Subtotal</b>				<b>0</b>	<b>0</b>		<b>460,070</b>

FY 10-11 CDBG Program							
7430-0050	Apple Valley Christian Centers			8,008	8,008		
7430-0075	Apple Valley Police Activities League			15,008	15,008		
7430-0100	Assistance League of Victor Valley			8,008	8,008		
7430-0200	Catholic Charities			7,008	7,008		
7430-0300	County Library			4,008	4,008		

**COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUND 2120-4210**

Code	Revenue Classification	Actual Revenue 2008-09	Actual Revenue 2009-10	Amended Budget 2010-11	Estimated Year End 2010-11	% Used	Adopted Budget 2011-12
7430-0500	Fair Housing			13,032	13,032		
7430-0700	High Desert Homeless Services			15,508	15,508		
7430-0951	James Woody Kitchen Imp			21,000	21,000		
7430-0952	James Woody Dugouts			95,000	95,000		
7430-1000	Landlord Tenant Mediation			8,008	8,008		
7430-1250	Moses House Ministries			4,008	4,008		
7430-1300	One 2 One Mentors			4,008	4,008		
7430-1485	Victor Valley Community Hospital			5,012	5,012		
7430-1500	Victor Valley Domestic Violence			12,008	12,011		
7559-0000	Residential Rehabilitation Loan Prgm			251,499	251,499		
	<b>Subtotal</b>			<b>471,123</b>	<b>471,126</b>		<b>0</b>
FY 09-10 CDBG Program							
7430-0050	Apple Valley Christian Centers		5,425				
7430-0075	Apple Valley Police Activities League		7,889				
7430-0100	Assistance League of Victor Valley		7,889				
7430-0200	Catholic Charities		12,727				
7430-0300	County Library		3,944				
7430-0375	Corwin Park Shade Structure		28,905	30,000	1,095		
7430-0500	Fair Housing		13,681				
7430-0700	High Desert Homeless Services		7,889				
7430-1000	Landlord Tenant Mediation		8,180				
7430-1150	Mendel Park Shade Structure		28,714	30,000	1,286		
7430-1250	Moses House Ministries		3,944				
7430-1300	One 2 One Mentors		3,944				
7430-1400	SB County Sexual Assault Services		4,733				
7430-1450	St. John of God Health Care Srvc		3,944				
7430-1475	Thunderbird Park Shade Structure		28,714	30,000	1,286		
7430-1500	Victor Valley Domestic Violence		11,833	0			
7430-1600	Village Neighborhood Road Improvement		0	287,648	287,648		
7560-0000	Residential Rehabilitation Loan Program		107,828	175,112	175,112		
	<b>Subtotal</b>		<b>290,183</b>	<b>552,760</b>	<b>466,427</b>		<b>0</b>
FY 08-09 CDBG Program							
7430-0100	Assistance League of Victor Valley	10,000					
7430-0300	San Bernardino County Library	5,000					
7430-0500	Fair Housing Mediation	17,431					
7430-0700	High Desert Homeless Services, Inc	15,000					
7430-1000	Landlord/Tenant Mediation	10,336					
7430-1200	Mojave Deaf Services	2,723					
7430-1250	Moses House Ministries	4,753					
7430-1300	One 2 One Mentors	5,000					
7430-1400	SB Co. Sexual Assault Services	6,000					
7430-1450	St. John of God Healthcare Services	4,600					
7430-1500	VV Domestic Violence "A Better Way"	10,000					
7559	Residential Rehab Loans	292,740	68,433		(798)		
	<b>Subtotal</b>	<b>383,583</b>	<b>68,433</b>	<b>0</b>	<b>(798)</b>		<b>0</b>
FY 07-08 CDBG Program							
7430-0400	Dakota Paving Project	36,716					
	<b>Subtotal</b>	<b>36,716</b>	<b>0</b>	<b>0</b>			<b>0</b>
FY 06-07 CDBG Program							
7557	Residential Rehab Loans	(4,277)					
	<b>Subtotal</b>	<b>(4,277)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
FY 04-05 CDBG Program							
	Residential Rehab Loans	21,585					
	<b>Subtotal</b>	<b>21,585</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUND 2120-4210**

Code	Revenue Classification	Actual Revenue 2008-09	Actual Revenue 2009-10	Amended Budget 2010-11	Estimated Year End 2010-11	% Used	Adopted Budget 2011-12
------	------------------------	------------------------	------------------------	------------------------	----------------------------	--------	------------------------

	Total Expenditures	546,112	475,609	1,162,048	1,074,920		578,487
--	--------------------	---------	---------	-----------	-----------	--	---------

	ENDING FUND BALANCE	(119,432)	(17,888)	(17,888)	(0)		(0)
--	---------------------	-----------	----------	----------	-----	--	-----

	Actual 2007-08	Actual 2008-09	Actual 2009-10	Actual 2010-11	Adopted 2011-12
<b><u>Personnel Schedule</u></b>					
Housing & Community Development Specialist II	0.35	0.35	0.35	0.50	0.45
Housing & Community Development Specialist I	<u>0.75</u>	<u>0.75</u>	<u>0.75</u>	<u>0.60</u>	<u>0.35</u>
Total	1.1	1.1	1.1	1.1	0.8

APPLE VALLEY HOME 2320-4210							
Code	Revenue Classification	Actual Revenue 2008-09	Actual Revenue 2009-10	Adopted Budget 2010-11	Estimated Year End 2010-11	% Used	Adopted Budget 2011-12
	BEGINNING FUND BALANCE	(109,354)	(4,150)	0	0		0
6823	AV HOME 2004-05	108,602	0	89,720	0		0
6824	AV HOME 2005-06	0	103,000	297,005	0		0
6825	AV HOME 2006-07	131,685	13,459	0	0		0
6826	AV HOME 2007-08	20,381	24,773	182,983	0		0
6827	AV HOME 2008-09	30,247	12,801	286,006	45,653		0
6828	AV HOME 2009-10		36,544	278,302	48,348		0
6829	AV HOME 2010-11			48,753	244,394		0
6830	AV HOME 2011-12						268,739
	<b>Total Revenues</b>	<b>290,915</b>	<b>190,577</b>	<b>1,182,769</b>	<b>338,395</b>	<b>0</b>	<b>268,739</b>
Code	Expenditure Classification	Actual Expense 2008-09	Actual Expense 2009-10	Adopted Budget 2010-11	Estimated Year End 2010-11	% Used	Adopted Budget 2011-12
	Personnel Services						
7010	Salaries & Wages - Perman	33,289	26,393	56,144	90,155		19,492
7110	Cafeteria Benefits	4,218	3,599	4,060	10,317		2,281
7120	Deferred Comp	409	560	695	1,803		390
7150	Medicare	495	403	520	1,336		283
7160	PERS	6,215	5,766	7,635	18,885		4,801
	<b>Total Personnel</b>	<b>44,626</b>	<b>36,721</b>	<b>69,054</b>	<b>122,496</b>	<b>0</b>	<b>27,247</b>
	Operations & Maintenance						
7205	Advertising			-			2,000
	Audit						500
7229	Education & Training	241	-	1,800	894		1,500
7241	Meetings & Conferences		1,038	-	377		1,500
7253	Mileage	107	377	150	702		1,500
7259	Miscellaneous	390	-	1,086			2,178
7247	Memberships/Dues			200			500
	Public Information						500
7271	Postage				30		500
	Consultant Services						2,954
7265	Office Supplies			350	306		2,000
7289	Subscriptions			200			
7481-0051	HOME Administration 2009-10			49,234			
7440-0004	CHDO 2004-05	108601					-
7441-0005	CHDO 2005-06		103,000	103,000			
7442-0015	CHDO 2006-07			97,569			
7443-0004	CHDO 2007-08			97,057			-
7444-0000	CHDO 2008-09			93,827			-
7444-0010	CHDO 2009-10			104,331			-
	CHDO 2011-12						37,643
7464	DAP 2007-08			4,739			-
7485	Housing Partners I			147,700			-
7557	RRLP 2006-07	20,472	11,857				-
7559	RRLP 2008-09	7,570	-		19,923		-
7560	RRLP 2009-10		33,434	155,890	34,957		-
7561	RRLP 2010-11			256,582	158,710		-
7562	RRLP 2011-12						188,217
8912	Administration	561	-				-
8994	Unfunded Loan Costs	3,143	-				-
	<b>Total Operations &amp; Maint</b>	<b>141,085</b>	<b>149,706</b>	<b>1,113,715</b>	<b>215,899</b>	<b>0</b>	<b>241,492</b>
	<b>Total Expenditures</b>	<b>185,711</b>	<b>186,427</b>	<b>1,182,769</b>	<b>338,395</b>	<b>0</b>	<b>268,739</b>
	<b>ENDING FUND BALANCE</b>	<b>(4,150)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

APPLE VALLEY HOME 2320-4210

Code	Revenue Classification	Actual Revenue 2008-09	Actual Revenue 2009-10	Adopted Budget 2010-11	Estimated Year End 2010-11	% Used	Adopted Budget 2011-12
		Actual 2008-09	Actual 2009-10	Actual 2010-11	Adopted 2011-12		
	<b><u>Personnel Schedule</u></b>						
	Housing & Comm Dev. Spec	0	0.25	0.25	0.25		
	Housing & Comm Dev. Spec	<u>0.2</u>	<u>0.20</u>	<u>0.20</u>	<u>0.00</u>		
	Total	0.2	0.45	0.45	0.25		

VICTORVILLE HOME 2330-4210							
Code	Revenue Classification	Actual Revenue 2008-09	Actual Revenue 2009-10	Amended Budget 2010-11	Estimated Year End 2010-11	% Used	Adopted Budget 2011-12
	BEGINNING FUND BALANCE	(376,162)	(9,953)	-	-		(67,988.00)
6824	HOME 05-06	256,790	-	-	-		-
6825	HOME 06-07	246,695	-	-	-		-
6826	HOME 07-08	260,302	9,953	-	-		-
6827	HOME 08-09	150,867	103,544	-	-		-
6828	HOME 09-10	-	60,320	-	-		-
6829	HOME 10-11	-	-	384,626	384,626		-
6830	HOME 11-12						338,095
	<b>Total Revenues</b>	<b>914,654</b>	<b>173,817</b>	<b>384,626</b>	<b>384,626</b>	<b>-</b>	<b>338,095</b>
Code	Expenditure Classification	Actual Expense 2008-09	Adopted Budget 2009-10	Amended Budget 2010-11	Estimated Year End 2010-11	% Used	Adopted Budget 2011-12
7405	Acq/Rehab/Resale 08-09	0	0	75,000	88241		-
7444-0011	CHDO 10-11				103,494		-
7444-0012	CHDO 11-12						53,383
7481-0013	HOME Administration 07-08	21,900	-	-	-		-
7481-0050	HOME Administration 08-09	21,911	-	-	-		-
7481-0051	HOME Administration 09-10	-	20,320	-	-		-
7481-0052	HOME Administration 10-11	-	-	20,243	0		-
7481-0053	HOME Administration 11-12						17,794
7501-0002	MAP 05-06	(7,189)	-	-	-		-
7502-0003	MAP 06-07	216,133	-	-	-		-
7504-0000	MAP 08-09	60,000	-	-	-		-
7504-0010	MAP 09-10	-	40,000	40,000	0		-
	MAP 10-11				43,729		-
	MAP 11-12						60,000
7525	OOR 08-09	-	0	60,000	60,000		-
	OOR 09-10			20,000	20,000		-
	OOR 10-11						-
	OOR 11-12	-	0				60,000
7598-0011	Senior Repair Program 07-08	137,567	-	-	-		-
7598-0015	Senior Repair Program 08-09	98,123	103,544	103,544	98,123		-
7598-0020	Senior Repair Program 09-10	-	-	230,762	230,762		-
7598-0021	Senior Repair Program 10-11				200,000		-
7598-0022	Senior Repair Program 11-12						146,918
	<b>Total Expenditures</b>	<b>548,445</b>	<b>163,864</b>	<b>549,549</b>	<b>452,614</b>	<b>-</b>	<b>338,095</b>
	<b>ENDING FUND BALANCE</b>	<b>(9,953)</b>	<b>-</b>	<b>(164,923)</b>	<b>(67,988)</b>	<b>-</b>	<b>(67,988)</b>



PBID 8110-4210							
Code	Revenue Classification	Actual Revenue 2008-09	Actual Revenue 2009-10	Adopted Budget 2010-11	Estimated Year End 2010-11	% Used	Adopted Budget 2011-12
	Beginning Balance	0	261,717	536,115	536,115		610,715
6827	Assessment Revenue	288,617	297,128	331,905	300,000		300,000
<b>Total Revenues</b>		<b>288,617</b>	<b>297,128</b>	<b>331,905</b>	<b>300,000</b>		<b>300,000</b>
	Expenditure Classification	Actual Expense 2008-09	Actual Expense 2009-10	Adopted Budget 2010-11	Estimated Year End 2010-11	% Used	Adopted Budget 2011-12
7360	Security Services with Sheriff Dept						30,000
8940	Contract Services (Advance to PBID Assoc)	16,900	15,740	65,400	65,400	100.0%	186,325
9416	Hwy 18 Median Landscape Project	10,000	6,990	305,280	160,000	100.0%	516,537
9527	Road Circulation and Drainage						50,000
<b>Total Expenditures</b>		<b>26,900</b>	<b>22,730</b>	<b>370,680</b>	<b>225,400</b>		<b>782,862</b>
<b>ENDING FUND BALANCE</b>		<b>261,717</b>	<b>536,115</b>	<b>497,340</b>	<b>610,715</b>		<b>127,853</b>

NSP 2130-4210							
Code	Revenue Classification	Actual Revenue 2008-09	Actual Revenue 2009-10	Amended Budget 2010-11	Estimated Year End 2010-11	% Used	Adopted Budget 2011-12
	BEGINNING FUND BALANCE	-	(80,061)	0	0	0	0
6860	NSP 08/09	-	3,034,878	33,942	33,942		1,975
	Total Revenues	-	3,034,878	33,942	33,942	0	1,975

Code	Expenditure Classification	Actual Expense 2008-09	Actual Expense 2009-10	Amended Budget 2010-11	Estimated Year End 2010-11	% Used	Adopted Budget 2011-12
	Personnel Services						
7010	Salaries	42,261	152,752	3,482	3,482		
7020	Salaries & Wages - Part Time	3,369	12,748	-	-		
7110	Cafeteria Benefits	4,732	17,475	713	713		
7120	Deferred Comp	1,088	3,901	147	147		
7130	FICA	127	-	-	-		
7150	Medicare	664	2,407	57	57		
7160	PERS	9,632	35,833	734	734		
	Total Personnel	61,873	225,116	5,133	5,133	-	-
	Operations & Maintenance						
7205	Advertising	676	0		0		
	Education & Training						
7232	Homebuyer Education		400				
7241	Meetings & Conferences	1,128	627		0		1,975
7253	Mileage Exp/Allowance	1,044	-	74	74		
7259	Miscellaneous Expense						
7265	Office Supplies		137				
7350	Public Information						
7520	NSP Admin		60	0	0		
	NSP Acq./Rehab./MFR Uses		1,508,353	0	0		
	NSP Down Payment Assistance	80	1,219,884	28,735	28,735		
	New Const./Acq./MFR Uses						
8940	Contract Services	849	240				
8972	Legal	14,411	-		0		
	Total Operations & Maint	18,188	2,729,701	28,809	28,809	-	1,975
	Total Expenses	80,061	2,954,817	33,942	33,942	-	1,975
	ENDING FUND BALANCE	(80,061)	-	-	-	-	0

Personnel Schedule	Actual 2008-09	Actual 2009-10	Actual 2010-11	Adopted 2011-12
Assistant Town Manager - ED & CD	0	0	0	0
Assistant Dir. Economic Dev. & Housir	0	0	0	0
Housing & Community Dev Spec. I	0	0	0	0
Economic Development Intern	0	0	0	0

NSP 2131-4210							
Code	Revenue Classification	Actual Revenue 2008-09	Actual Revenue 2009-10	Amended Budget 2010-11	Estimated Year End 2010-11	% Used	Adopted Budget 2011-12
	BEGINNING FUND BALANCE	-	-	0	0	0	0
6829	NSP 10/11			33,942	33,942		1,463,014
	Total Revenues			33,942	33,942	0	1,463,014

Code	Expenditure Classification	Actual Expense 2008-09	Actual Expense 2009-10	Amended Budget 2010-11	Estimated Year End 2010-11	% Used	Adopted Budget 2011-12
	Personnel Services						
7010	Salaries			3,482	3,482		23,777
7020	Salaries & Wages - Part Time			-	-		
7110	Cafeteria Benefits			713	713		3,281
7120	Deferred Comp			147	147		476
7130	FICA			-	-		
7150	Medicare			57	57		345
7160	PERS			734	734		5,857
	<b>Total Personnel</b>	-	-	<b>5,133</b>	<b>5,133</b>	-	<b>33,736</b>
	Operations & Maintenance						
7205	Advertising				0		1,000
7229	Education & Training						1,000
7232	Homebuyer Education						
7241	Meetings & Conferences				0		2,000
7253	Mileage Exp/Allowance			74	74		1,000
7259	Miscellaneous Expense						96,065
7265	Office Supplies						1,000
7350	Public Information						500
7520	NSP Admin			0	0		0
7521	NSP Acq./Rehab./MFR Uses			0	0		357,713
7522	NSP Down Payment Assistance			28,735	28,735		105,000
7521	New Const./Acq./MFR Uses						854,000
8940	Contract Services						0
8972	Legal		-		0		10,000
	<b>Total Operations &amp; Maint</b>	<b>0</b>	<b>0</b>	<b>28,809</b>	<b>28,809</b>	-	<b>1,429,278</b>
	<b>Total Expenses</b>	<b>0</b>	<b>0</b>	<b>33,942</b>	<b>33,942</b>	-	<b>1,463,014</b>
	ENDING FUND BALANCE	0	-	-	-	-	0

	Actual 2008-09	Actual 2009-10	Actual 2010-11	Adopted 2011-12
<b>Personnel Schedule</b>				
Assistant Town Manager - ED & CD	0	0	0	0
Assistant Dir. Economic Dev. & Housing	0	0	0	0
Housing & Community Dev Spec. I	0	0	0	0.3
Economic Development Intern	0	0	0	0

Apple Valley CalHome 2410-3210							
Code	Revenue Classification	Actual Revenue 2008-09	Actual Revenue 2009-10	Amended Budget 2010-11	Estimated Year End 2010-11	% Used	Adopted Budget 2011-2012
	BEGINNING FUND BALANCE	29,186					0
6829	10/11 Allocation						1,000,000
4255	Interest Earnings	143					
Total Revenues		143	-	-	-	-	1,000,000
Code	Expenditure Classificatio	Actual Expense 2008-09	Actual Expense 2009-10	Amended Budget 2010-11	Estimated Year End 2010-11	% Used	Adopted Budget 2011-2012
4210-7561	Residential Rehabilitation Loan Program	29,329					280,000
4210-7465	Down Payment Assistance						720,000
Total Expenditures		-	-	-	-	-	1,000,000
	ENDING FUND BALANCE	-	-	-	-	-	-

HUD ADDI 2340-4210							
Code	Revenue Classification	Actual Revenue 2008-09	Actual Revenue 2009-10	Amended Budget 2010-11	Estimated Year End 2010-11	% Used	Adopted Budget 2011-2012
	BEGINNING FUND BALAN	(9,903)	-	-	-		-
6823	04/05 Allocation	9,903					-
6827	08/09 Allocation	-	-	-	-		4,001
Total Revenues		9,903	-	-	-	-	4,001
Code	Expenditure Classificatio	Actual Expense 2008-09	Actual Expense 2009-10	Amended Budget 2010-11	Estimated Year End 2010-11	% Used	Adopted Budget 2011-2012
7411	ADDI 2008-09						4001
Total Expenditures		-	-	-	-	-	4,001
ENDING FUND BALANCE		-	-	-	-	-	-