

**TOWN OF
APPLE VALLEY, CALIFORNIA**

AGENDA MATTER

Subject Item:

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF APPLE VALLEY, CALIFORNIA, APPROVING A BUDGET APPROPRIATION AND ADOPTING THE GOLF COURSE FUND BUDGET FOR FISCAL YEAR 2011-12

Summary Statement:

On June 7, the Town Council held a budget workshop and reviewed the proposed operating and capital improvement budget for Fiscal Year 2011-12. At a subsequent budget workshop held on June 20, Town Council determined that additional budget workshops were necessary and that a continuing spending resolution would be necessary as a result. Council directed staff to prepare the continuing spending resolution and also, requested that consideration of the Apple Valley Golf Course Fund budget be segmented out for separate consideration by Town Council.

The attached Budget Adoption Resolution has been revised to include the requested segmentation of the Golf Course Fund for separate consideration by Town Council.

Adoption of the attached resolution will approve the operating budget for the Golf Course Fund for Fiscal Year 2011-12.

Recommended Action:

Adopt Resolution No. 2011-30, approving a budget appropriation and adopting the budget for the Apple Valley Golf Course Fund for Fiscal Year 2011-12.

Proposed by: Marc Puckett, Director of Finance **Item Number** _____

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

RESOLUTION NO. 2011-30

RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF APPLE VALLEY, CALIFORNIA APPROVING A BUDGET APPROPRIATION AND ADOPTING THE BUDGET FOR THE GOLF COURSE FUND, AS SEGMENTED FROM THE OPERATING AND CAPITAL IMPROVEMENT BUDGET, FOR FISCAL YEAR 2011-12

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, 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 Town Council is desirous of segmenting the Golf Course Enterprise Fund for separate action by Council; and

WHEREAS, as proposed for the 2011-12 Fiscal Year, estimated revenues for the Golf Course Fund total \$809,400 and appropriations total \$1,415,860; 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 Director of Finance shall be responsible for constant monitoring of the budget and shall establish and implement appropriate control mechanisms necessary for said purpose, after approval of the Town Manager.

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

H. A deflator procedure, to be administered by the Town Manager, is hereby established for reducing appropriations in the event that projected revenues are reduced due to a reduction in the State subventions or other revenues that may fluctuate downward due to changes in economic conditions. For Fiscal Year 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 Golf Course Fund 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
Golf Course Fund	\$1,415,860
TOTAL OPERATING & CAPITAL EXPENDITURES	\$1,415,860

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

Golf Course Fund	\$ 809,400
TOTAL OPERATING AND CAPITAL REVENUES	\$ 809,400

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 28th day of June, 2011.

MAYOR

ATTEST:

TOWN CLERK