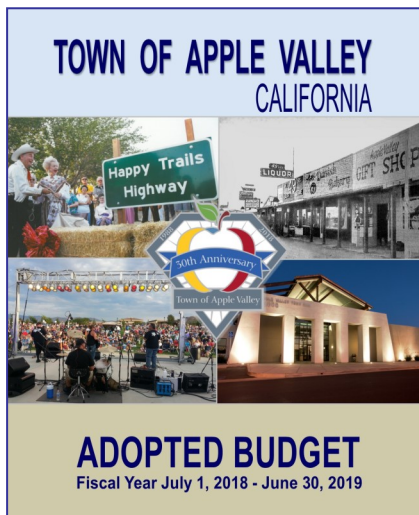


# TOWN OF APPLE VALLEY CALIFORNIA



# ADOPTED BUDGET

Fiscal Year July 1, 2018 - June 30, 2019



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## *About the Cover*

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Apple Valley celebrates 30 years of incorporation. In November 1988, an overwhelming 84% of voters approved the measure to incorporate the Town of Apple Valley. From the early days of grassroots leadership, it is still our citizens that drive this community. Originally a destination resort for Hollywood's elite including its most famous residents, Roy Rogers and Dale Evans, Apple Valley still remains a quality residential community. Today, the Town is home to 73,355 residents who enjoy affordable housing, clean air, low crime rates and open spaces that make Apple Valley the land of opportunity for those seeking a better place to live, work and play.



A Better Way of Life

# Town of Apple Valley Fiscal Year 2018-19 Adopted Budget Table of Contents

Section	Page
<b>I. Table of Contents.....</b>	<b>i</b>
<b>II. GFOA Distinguished Budget Presentation Award.....</b>	<b>v</b>
<b>III. CSMFO Operating Budget Excellence Award.....</b>	<b>vi</b>
<b>IV. Listing of Public Officials.....</b>	<b>vii</b>
<b>V. Town Manager’s Budget Message.....</b>	<b>ix</b>
<b>VI. Budget Overview</b>	
A. Adopted Operating and Capital Improvement Budget Summary .....	1
B. Budget Adoption Resolution.....	9
C. GANN Limit Resolution .....	13
D. Organizational Chart .....	15
E. History of Apple Valley.....	16
F. Vision 2020.....	17
G. Budget Guide .....	18
H. Budget Process.....	20
I. Budget Process Flow Chart .....	22
J. Description of Funds & Fund Types .....	23
K. The Town’s Flow of Funds Structure .....	26
<b>VI. Financial Summaries</b>	
A. Summary of All Funds .....	27
B. Calculation of Projected Fund Balances.....	28
C. Schedule of Interfund Transfers .....	33
D. Budget Comparison By Fund/By Department .....	34
E. Summary of Appropriations By Account – All Funds.....	38
F. Calculation of Legal Debt Margin.....	43
G. Description of Bonded Debt Obligations .....	44
H. Schedule of Bonded Debt Service Requirements to Maturity.....	47
I. Long-Term Debt Outstanding at Fiscal Year End June 30, 2017 .....	48
J. Master Staffing Plan.....	49
K. 4 Year Personnel Summary.....	53
<b>VII. Fund Summaries</b>	
<b>1. General Fund</b>	
A. Summary of General Fund Revenues and Expenditures .....	59
B. General Fund Revenues .....	61
C. Sales & Use Tax .....	65
D. Property Tax.....	66
E. Franchise Fees .....	67

<b>2. Special Revenue Funds</b>	
A. Summary of Special Revenue Funds Revenue and Expenses .....	68
B. Gas Tax – Street Maintenance Fund.....	71
C. SB1 Road Maintenance and Rehabilitation Fund.....	78
D. Article 3 – Local Transportation Fund.....	79
E. Article 8 – Local Transportation Fund.....	80
F. Measure I Fund .....	82
G. Air Pollution Control Fund .....	84
H. Community Development Block Grant Fund .....	85
I. Neighborhood Stabilization Program 3 Fund .....	89
J. Apple Valley HOME Fund.....	90
K. Victorville HOME Fund.....	92
L. Cal HOME Fund .....	93
M. Quimby Fund.....	94
N. Police Grants Fund .....	95
O. Asset Seizure Fund .....	96
P. Drug & Gang Prevention Fund .....	97
Q. Assessment District Lighting and Landscape Fund .....	98
<b>3. Debt Service Funds</b>	
A. Summary of Debt Service Funds Revenue and Expenses .....	99
B. 1999 COPS, 2001 COPS, 2007 Town Hall COPS.....	101
<b>4. Capital Project Funds</b>	
A. Summary of Capital Projects Funds Revenue and Expenses Infrastructure .....	102
B. NAVISP Infrastructure.....	104
C. Capital Improvement Transportation Impact Fees.....	105
D. Animal Control Facilities .....	106
E. Law Enforcement Facilities .....	107
F. General Government Facilities .....	108
G. Public Meeting Facilities .....	110
H. Aquatic Facilities .....	111
I. Storm Drains .....	112
J. Sanitary Sewer Facilities .....	113
K. Miscellaneous Grants.....	114
<b>5. Enterprise Funds</b>	
A. Summary of Enterprise Funds Revenue and Expenses.....	115
B. Wastewater.....	117
C. Waste Management .....	120
D. Apple Valley Golf Course .....	123
E. Apple Valley Choice Energy.....	126
<b>VIII. Department Budget Details</b>	
<b>1. General Government</b>	
A. Summary of General Government Expenditures.....	127
B. Town Council.....	128
C. Town Attorney .....	131
D. Town Manager .....	133

E. Town Clerk/Government Services .....	136
F. Finance .....	140
G. Public Information .....	144
H. Human Resources .....	147
I. Information Systems .....	151
J. General Government .....	154
K. Public Facilities .....	155
<b>2. Public Safety</b>	
A. Summary of Public Safety Expenditures .....	159
B. Public Safety/Sheriff .....	160
C. Emergency Preparedness .....	163
<b>3. Public/Municipal Services</b>	
A. Summary of Public/Municipal Services Expenditures .....	166
B. Public Services .....	167
C. Environmental and Transit Services.....	168
D. Animal Services .....	174
E. Code Enforcement .....	180
F. Building & Safety.....	184
<b>4. Community/Economic Development</b>	
A. Summary of Community/Economic Development Expenditures.....	188
B. Community Development.....	189
C. Engineering .....	194
D. Economic Development .....	198
<b>5. Other</b>	
A. Parks & Recreation.....	201
<b>IX. Capital Improvement Program</b>	
A. Capital Improvement Program By Funding Source.....	219
B. Capital Improvement Program – Seven Year Plan.....	221
C. Fiscal Year 2017-2018 Capital Improvement Project Details.....	223
<b>X. Apple Valley Property and Business Improvement District (PBID)</b>	
A. PBID Fund Summary .....	249
<b>XI. Successor Agency to the former Redevelopment Agency</b>	
A. Summary of RDA Revenue and Expenditures.....	251
B. VVEDA Successor Agency ROR Fund.....	253
C. AV RDA Successor Agency ROR Fund.....	254
<b>XII. Supplemental Information</b>	
A. History of Assessed Valuations Last 10 Fiscal Years .....	257
B. Demographics .....	258
C. Financial Policies .....	260
D. Glossary of Budget Terms .....	262
E. Acronyms .....	268

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Town of Apple Valley



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**Town of Apple Valley  
California**

For the Fiscal Year Beginning

**July 1, 2017**

*Christopher P. Morill*

Executive Director

# California Society of Municipal Finance Officers

*Certificate of Award*

## Operating Budget Excellence Award Fiscal Year 2017-2018

*Presented to the*

**Town of Apple Valley**

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

February 7, 2018



*Drew Corbett*

Drew Corbett  
CSMFO President

*Craig Boyer*

Craig Boyer, Chair  
Professional Standards and  
Recognition Committee

*Dedicated Excellence in Municipal Financial Reporting*



# ***Town of Apple Valley***

## Listing of Public Officials

### *Town Council*

Art Bishop  
*Mayor*

Larry Cusack  
*Mayor Pro-Tem*



Curt Emick  
*Councilmember*

Scott Nassif  
*Councilmember*

A Better Way of Life

Barb Stanton  
*Councilmember*

### *Town Staff*

Douglas B. Robertson  
*Town Manager*

John Brown, *Town Attorney*

Lori Lamson, *Assistant Town Manager*

Kofi Antobam, *Director of Finance*

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

Brad Miller, *Town Engineer*

Captain Manny Mendoza, *Chief of  
Police*

Greg Snyder, *Director of Public Works*

Gina Schwin-Whiteside, *Director of  
Animal Services*

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Town of Apple Valley

# TOWN MANAGER'S BUDGET MESSAGE



June 26, 2018

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

This has been an especially arduous budget season as staff wrestled with difficult decisions and recommendations. As has been well-documented, in my first year as Town Manager we have developed this budget with absolute transparency and ample opportunity for Council and public input. 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. In order to balance the budget, several recommendations were approved by the Town Council, including the closure of Virginia Park and the suspension of several employee benefit programs including 401a and longevity pay. Additionally, all employees are now required to pay the full employee share of PERS contributions and benefits cafeteria plan cash out was capped. The result is a lean but truly balanced budget for the coming fiscal year that continues to provide a high level of service to the community.

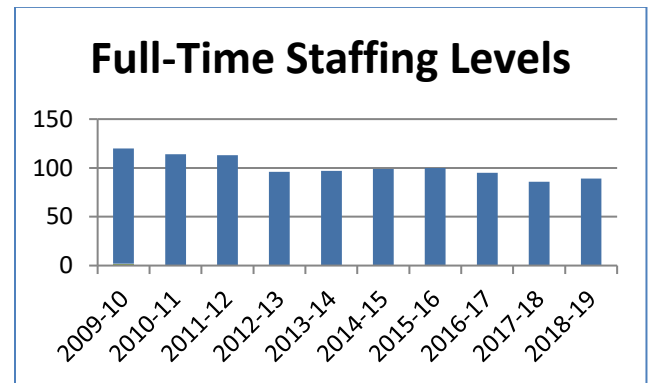
The Town and the region continue to enjoy modest growth in revenues but suffer from cost increases which outpace revenue growth. This is especially true in the public safety sector where costs increased over 6% for the same level of service. Because this service represents approximately half of the Town's General Fund, other service areas have had to cut in order to maintain the same level of public safety.

The objectives used in developing the adopted budget were to submit a balanced budget to the Town Council which continued to address the Council's Vision 2020 priorities; to maintain high levels of service to the community; to be prudent and realistic in estimating revenues and to support a Capital Improvement Program focused both on capital maintenance and repair.

As a quick overview, here is the adopted budget as submitted for Fiscal Year 2018-19 for all funds:

<b>ADOPTED BUDGET - ALL FUNDS</b>				
<b>Appropriations/ All Funds</b>	<b>Adopted FY 18-19</b>	<b>Adopted FY 17-18</b>	<b>Increase (Decrease)</b>	
			<b>Amount</b>	<b>Percent</b>
Operating Budget	\$ 68,416,321	\$ 67,384,197	\$ 1,032,124	1.53%
Transfers Out	7,950,800	8,376,722	(425,922)	-5.08%
Capital Budget	12,104,682	6,035,333	6,069,349	100.56%
<b>Total</b>	<b>\$ 88,471,803</b>	<b>\$ 81,796,252</b>	<b>\$ 6,675,551</b>	<b>8.16%</b>

Management Staff were directed to maintain or reduce current staffing levels when submitting their budget proposals. In addition, management reorganized and consolidated certain work functions resulting in more efficient services provided at a lower cost. Below is a graph that illustrates the staffing levels for full-time positions over the last 10 fiscal years.



## **SERVICES PROVIDED BY THE TOWN**

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

The FY2018-19 adopted budget again represents implementation of a "best practices" approach to continue improvement of the transparency, readability and understandability of the budget document where practicable.

**BUDGET REPORTING AWARDS**

The adopted budget document is in conformity with the award program requirements for the California Society of Municipal Finance Officer's (CSMFO) Operating Budget Excellence Award and the Government Finance Officers Association's (GFOA) Distinguished Budget Presentation Award. The Town has now received the Award for Distinguished Budget Presentation from the GFOA for the past five years. The Town is the first high desert community to receive this award. Nationally, less than 1.4% of eligible public agencies receive this award. We believe that the FY2018-19 adopted budget, as presented, continues to exceed the award program requirements and we will again be submitting the budget to the GFOA and CSMFO for consideration for these awards.

**GENERAL FUND ADOPTED BUDGET**

The total adopted FY2018-19 General Fund budget is \$31.5 million, an increase of \$2.8 million compared to the adopted budget in FY2017-18. This increase in appropriations resulted from consolidation of the Parks and Recreation Fund with the General Fund and reduction and/or reorganization in General Fund operations. In addition, the Town continues to devote a significant amount of resources to efforts to acquire the local water provider through eminent domain actions. The Town filed an eminent domain action against the water purveyor in January 2016. This action was taken after years of excessive rate increases resulting in water rates that are significantly higher than rates charged by neighboring communities. It is anticipated that the Town will spend between \$750,000 - \$2,250,000 on this effort over the course of the next fiscal year.

The following table is a General Fund summary of the total resources and funding requirements necessary for the adopted FY2018-19 General Fund budget:

<b>General Fund Summary</b>	
Estimated Revenues	\$ 28,271,491
Transfers In	3,255,400
Total Resources	<u>\$ 31,526,891</u>
Adopted Budget	<u>31,526,891</u>
Balance	<u>\$ -</u>
<i>* Accounted for in the General Fund</i>	

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

The discussions at the budget workshop focused primarily on the proposed budget for the General Fund and the budget balancing decisions necessary to achieve a balanced budget for submission to Council for consideration. Economic factors affecting preparation of the proposed budget were also discussed. These adjustments are summarized herein.

The Town has adopted financial policies to guide the preparation of the adopted budget and implementation of the financial plan throughout the year. The FY2018-19 adopted budget continues to institutionalize these policies and practices. During preparation of the adopted budget, there was a continuation of the budgetary pressures in the General Fund that were encountered in prior years. This resulted primarily from a slow growth economic environment which hampered revenue growth and excessive increases in the cost of contracted services for Sheriffs and costs to acquire the local water provider. Council has acknowledged the need to implement budget balancing strategies as necessary to proactively address budgetary pressures. Staff continually reviews service delivery methodologies to reduce spending and enhance revenues where possible. Council has again emphasized their continued support for performing a full review of the Town's service delivery methods to ensure efficiencies of operation, and, a review of the Town's revenue structure to determine whether new sources of funding may be needed to adequately fund existing services and/or any new programs or expansion of services that may be contemplated in the future.

Working with staff from every department, a responsible spending plan has been developed. This adopted FY 2018-19 budget represents a balanced budget achieved through the multi-year budget balancing strategies and revenue enhancements that have been implemented in current and prior fiscal years.

**FINANCIAL OUTLOOK**

Apple Valley's economy has continued to show signs of slow sustained growth. Permit activity has continued to increase and building and construction activity has improved. Per local realtors, multiple offers for homes available for sale is becoming more commonplace. This increased real estate activity is an indicator of improved market demand and pricing pressures that will cause home prices to rise in the near future.

However, property tax revenue increases typically lag market activity by about 18 months.

As the economy continues to improve, it is important to consider that the cost of services provided to the community has also continued to rise at a rate greater than the Town's revenue growth. As with consumers and businesses alike, the Town is facing higher fuel costs, utility costs, insurance premium costs and material costs. These cost pressures coupled with excessive increases in the Sheriffs contract and eminent domain costs, increasing costs of operation in other areas, and slow growth in revenues continues to underscore the importance of closely monitoring budgetary performance over the course of the fiscal year.

While the passage of Proposition 1A has provided some measure of fiscal stability to local agencies, the State's budget dilemma over the last several years has created funding gaps for all Cities and Towns from the loss of revenues previously funded from State sources or tax increment revenues from Redevelopment Agencies. The loss of these funding sources due to these State takeaways has continued to have a direct impact on local agencies' abilities to provide basic service delivery. The State has been effective in balancing their budget shortfalls on takeaways from local agencies. Although the State's budget condition has significantly improved, Cities and Towns must remain vigilant to ensure that the State will not be accessing local revenues yet again in the future. Any additional takeaways from local agencies by the State will have a direct impact on the Town's budget and its ability to continue to provide the same level of service delivery to the community.

The Town will continue to adopt financial policies focused on protecting the long term fiscal health of the community. As an example, the Town has adopted a policy that requires the identification of a new funding source and/or offsetting reductions in expenditures prior to consideration of any new or expanded programs. Any further expansion of programs and services or increases in the Town's commitment to capital improvements in the community will not be possible without additional revenues to fund those initiatives.

The Town cannot accomplish any expansion of programs and services strictly by economizing, cutting support personnel, contracting for services, and utilizing other "right sizing" tools to cut costs in other areas. These tools have been in place since the Town's inception and have become a "way of life" for Town operations.

## APPROPRIATIONS LIMIT

Since the addition of Article XIII-B to the Constitution of California in November 1979, the Town has been required to annually establish an Appropriations Limit. The ideology behind establishing an annual appropriation limit is that if an agency's ability to spend tax proceeds each year is controlled, then the growth in tax revenues can be systematically and incrementally managed to lessen the impact or tax burden upon taxpayers throughout the State.

In June 1990, Article XIII-B and its implementing legislation Chapter 1205/80 were modified by Proposition 111 and SB 88. The modifications changed the annual adjustment factors for determining the Appropriations Limit. Beginning with the calculation of the Appropriations Limit for FY 90-91, the Town may choose one of the following factors to use for inflationary adjustment:

- The growth in California per capita income; or
- The growth in the non-residential assessed valuation due to new construction within the Town.

In addition, the Town may choose to use either the population growth of the Town or the population growth within the County. These two adjustment factors, one for inflation and one for population, are both annual elections for the Town in determining its Appropriations Limit.

The following table is the calculation of the Town's adopted Appropriations Limit for FY 18-19:

Step 1 - Appropriations Limit for FY 17-18	\$ 37,263,089
Step 2 - Multiply the FY 17-18 Appropriations Limit by the cumulative growth factors for California Per Capita Income and Town's Population	1.0457
Appropriations Limit FY 18-19	<u>\$ 38,966,012</u>

The estimated proceeds from general tax revenues in FY 18-19 equal \$22,130,220, which is \$16,835,892 or 43.2% under the limit.

## **SUMMARY**

The FY 2018-2019 Budget reflects Town Council priorities as determined in the Vision 20/20 Plan as reviewed on an annual basis. It was developed using the combined expertise of management team with input from the public and Town Council at open, public meetings. Compared to previous years, it is lean but responsive to the needs of our community. It recognizes public safety as the top priority for our organization and emphasizes our ongoing efforts of roadway surface improvements.

Although it was a difficult budget season, the resulting financial plan is responsible and maintains those quality of life efforts the Town of Apple Valley is known for, such as: our public pool being open to all residents year-round, award winning summer programs, concerts, and recreational activities. As a word of caution, if costs continue to increase at a pace greater than revenue growth, the Town will need to consider revenue enhancements if it is to continue to offer or expand this high level of service to its residents.

## **ACKNOWLEDGEMENTS**

The development of the annual budget under normal circumstances is a labor-intensive effort on a short time frame. This budget in particular was especially difficult due to the need to reduce spending significantly across most General Fund departments. I am proud of the efforts made by the staff and management team who worked diligently to get to a point of balance after four months of hard work. I am especially proud that this work was done with a greater level of transparency than previously observed. I am proud of the Town Council for enduring unfair criticism when preliminary budget discussions were reported as budget deficits. These open, public discussions are healthy and appropriate to provide the Council and residents' input as we refine preliminary budget requests into a balanced final budget. I am especially proud of the Director of Finance, Kofi Antobam, and his team in Finance who worked many long hours and long days to ensure this budget is balanced and accurate to the best of our knowledge at the time of adoption.

Respectfully submitted,



Douglas B. Robertson  
Town Manager

**ADOPTED OPERATING & CAPITAL BUDGET SUMMARY**

The Fiscal Year 2018-19 Adopted Budget reflects the operating and capital spending plans for the General Fund, Special Revenue Funds, Capital Project Funds, Debt Service and Enterprise Funds. The total adopted budget for all funds is \$88.4 million, an increase of \$6.6 million or 8.16% compared to the adopted budget for FY 17-18. Table 1 illustrates these changes.

**TABLE 1**

<b>ADOPTED BUDGET - ALL FUNDS</b>					
<b>Appropriations/ All Funds</b>	<b>Adopted FY 18-19</b>	<b>Adopted FY 17-18</b>	<b>Increase (Decrease)</b>		<b>Percent of Total</b>
			<b>Amount</b>	<b>Percent</b>	
Operating Budget	\$ 68,416,321	\$ 67,384,197	\$ 1,032,124	1.53%	77.33%
Transfers Out	7,950,800	8,376,722	(425,922)	-5.08%	8.99%
Capital Budget	12,104,682	6,035,333	6,069,349	100.56%	13.68%
Total	<u>\$ 88,471,803</u>	<u>\$ 81,796,252</u>	<u>\$ 6,675,551</u>	<u>8.16%</u>	<u>100.00%</u>

**OPERATING BUDGET OVERVIEW**

In comparison to the total adopted FY18-19 budget, on an all funds basis the operating budget comprises 77.33% of the total budget. The following discussion will focus primarily on the operating budget. The adopted operating budget is \$68.4 million, a decrease of \$589,772 or .87% compared to the amended budget in FY 17-18. Table 2 below illustrates the components and changes in the adopted operating budget as compared to the prior fiscal year's amended operating budget.

**TABLE 2**

<b>OPERATING BUDGET- ALL FUNDS</b>					
<b>Expenditure Category</b>	<b>Adopted FY 18-19</b>	<b>Amended FY 17-18</b>	<b>Increase (Decrease)</b>		<b>% of Total</b>
			<b>Amount</b>	<b>Percent</b>	
Salaries & Benefits	\$ 9,275,732	\$ 10,827,851	\$ (1,552,119)	-14.33%	13.56%
General Operating	16,363,639	15,904,593	459,046	2.89%	23.92%
Community Development	3,452,652	2,952,157	500,495	16.95%	5.05%
Building Maintenance	150,450	165,835	(15,385)	-9.28%	0.22%
Grounds Maintenance	166,080	170,200	(4,120)	-2.42%	0.24%
PIO Events	43,300	70,800	(27,500)	-38.84%	0.06%
Public Works	3,421,150	3,145,250	275,900	8.77%	5.00%
Culture & Recreation	220,857	225,658	(4,801)	-2.13%	0.32%
Contract & Professional	27,191,667	26,258,661	933,006	3.55%	39.74%
Vehicle & Equipment	904,815	923,935	(19,120)	-2.07%	1.32%
Capital Equipment	244,500	1,196,834	(952,334)	-79.57%	.36%
Depreciation	1,932,561	1,870,975	61,586	3.29%	2.83%
Debt Service	5,048,918	4,113,800	935,118	22.73%	7.38%
Total	<u>\$ 68,416,321</u>	<u>\$ 67,826,549</u>	<u>\$ 589,772</u>	<u>.87%</u>	<u>100.00%</u>

## APPLE VALLEY, CALIFORNIA

**Salaries & Benefits:** Personnel costs decreased by \$1,552,119 or -14.33% in total. This decrease is mainly due to the suspension or elimination of certain employee benefits (longevity pay, deferred compensation, cap on cash out amount of cafeteria benefits, 4% employer paid PERS member contribution for Tier I employees), reduction in number of Assistant Town Managers from three to one, retirement of some long-term employees, and various departmental reorganizations. In addition, there is no Cost of Living Allowance (COLA) included in the adopted budget.

**Maintenance & Operations (M&O):** The maintenance and operations category include such things as: office supplies; office equipment; electricity, gas and water for all Town-owned property including parks, medians, street lights and traffic signals; principal and interest payments on outstanding Town debt. The adopted budget for maintenance and operations accounts is \$59.1 million, a net increase of \$2,141,891 or 3.76% compared to the FY 17-18 amended budget. The major components of the increase are:

- ❑ \$459,046 increase in General operating expenditures relates primarily to \$672,270 increase in various Apple Valley Choice Energy (AVCE) operational costs, \$71,800 decrease in the Town's Worker's Compensation and General Liability insurance, and reductions in other operational cost categories.
- ❑ \$500,495 increase in Community Development expenditures due to increase in various grant revenue and related expenditures.
- ❑ \$275,900 increase in Public Works expenditures primarily due to increase in sewer treatment costs.
- ❑ \$933,006 increase in Contract and Professional expenditures mainly due to \$687,687 increase in the County Sheriff Contract and \$175,000 increase in Engineering contract to reflect actual costs.
- ❑ \$971,454 decrease in Vehicle and Capital Equipment expenditures due to \$885,000 one-time capital equipment costs budgeted for in the 2017-18 fiscal year.
- ❑ \$935,118 increase in Debt Service expenditures mainly due to \$958,000 principal and interest payments for the refunded 2007 Town Hall Annex Lease Revenue Bonds that was deferred in the 2017-18 fiscal year, and various maturity payments.

Also, included in the M&O adopted budget is \$5,048,918 for debt service payments. The major components of this amount include the following (descriptions of the debt can be found in the "Financial Summaries" section of the adopted budget):

- ❑ \$426,837 for Certificates of Participation (COPs).
- ❑ \$3,442,633 for Tax Allocation Bonds (TABs).
- ❑ \$955,335 for 2017 Lease Revenue Bonds
- ❑ \$267,547 for installment purchase agreements.

**Vehicles and Equipment/Fixed Assets:** The adopted budget includes \$1,149,315 funding for vehicles and equipment and fixed assets, or items that are estimated to be greater than \$5,000 in total value and are usually considered one-time or capital in nature. The majority of these capital equipment related costs relate to vehicle and equipment costs which total \$904,815 in the adopted budget.

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

The remaining capital equipment/fixed asset costs of \$244,500 budgeted in the FY 18-19 adopted budget relate primarily to the following: \$28,000 for purchase of a Broom Attachment for Backhoe, \$17,000 for a fence at Norm Schmidt Park, \$149,500 for the purchase of various equipment for Sewer maintenance (1 Skid Loader, 1 Wheel Loader, 1 Equipment Trailer and 2 Message Board and \$50,000 for various equipment for the Golf Course.



## APPLE VALLEY, CALIFORNIA

The total adopted FY 18-19 General Fund estimated revenue is \$28.2 million, an increase of \$3.8 million or 15.74% compared to adopted revenue estimates for FY 17-18. Table 3 illustrates the General Fund revenue sources that fund Town services.

**TABLE 3**

<b>GENERAL FUND ESTIMATED REVENUES</b>					
<u>Revenue Source</u>	<u>Adopted FY 18-19</u>	<u>Adopted FY 17-18</u>	<u>Increase (Decrease)</u>		<u>Percent of Total</u>
			<u>Amount</u>	<u>Percent</u>	
Local Taxes	\$ 22,249,220	\$ 20,078,500	\$ 2,176,720	10.84%	78.70%
Fines & Fees	255,700	261,600	(5,900)	-2.26%	.90%
Public Services	1,569,480	1,601,560	(38,080)	-2.00%	5.55%
Building & Safety Fees	1,385,310	1,217,300	168,010	13.80%	4.90%
Planning Fees	298,400	181,430	116,970	64.47%	1.06%
Engineering Fees	98,300	100,520	(2,220)	-2.21%	0.35%
Parks and Recreation Fees*	1,370,481	-	1,370,481	100.00%	4.85%
Other Revenues	1,044,600	985,000	59,600	6.05%	3.69%
Total	<u>\$ 28,271,491</u>	<u>\$ 24,425,910</u>	<u>\$ 3,845,581</u>	<u>15.74%</u>	<u>100.00%</u>

*Note: Excludes transfers in. \*- Parks and Recreation is consolidated with General*

**Revenues:** As a result of the slow but steady rebound in the economy, most revenue sources are projected to increase slightly. The Town has been experiencing slight increases in Sales Tax, Property Tax, and Franchise Taxes and the expectation is that those increases will continue into FY 18-19. A portion of the increased property tax revenues is resulting from an increase in property tax collections due to the elimination of the Redevelopment Agency and subsequent redistribution of previously captured tax increments. In the near term, the local economy is not generally expected to grow at a comparable rate when compared to the economic growth rates realized prior to FY 07-08. However, most economic indicators appear optimistic and most economic projections are generally calling for a long period of sustained 'slow growth'.

Property Tax is the single largest source of revenue for the Town. The FY 17-18 estimated revenue from property tax is \$11,460,920 or 36.35% of the total General Fund revenues including transfers in. This amount is \$1,880,620 more than the amended FY 17-18 estimated property tax revenues. This increase of approximately 19.63% in revenue is primarily attributed to the consolidation of the Parks and Recreation Fund with the General Fund for fiscal year 2018-19 and the continued slow growth in property values which are anticipated to continue for the foreseeable future. The consolidation accounts for \$1,640,000 or 17.12% of the total increase. In previous years, the declining market values of property in the Town depressed property tax revenues by as much as 40% in some areas. However, over the last year, property values have begun to rise steadily on a month-over-month basis. While market values of property in the Town are still at reduced levels when compared to assessed values prior to the beginning of the recession in 2007, a large portion of the property tax base is still assessed at market values less than the maximum taxable value per Proposition 13 limits. These properties may experience Prop. 8 recoveries or increases in assessed values at a rate above 2% up to the Prop. 13 limit over the next year. As such, there is an expectation that the assessed values of those properties will increase at a rate greater than 2% over the next year thereby increasing property tax revenue collections by the Town.

Sales & Use Tax represents the Town's second largest revenue source estimated at \$6,284,500 or 19.93% of the total General Fund estimated revenues for FY 17-18 inclusive of transfers in. This amount represents an increase of \$133,500 or 2.17% compared to the amended revenue estimate for FY 17-18. The increase is due to the continued slow growth in sales and new developments within the Town.

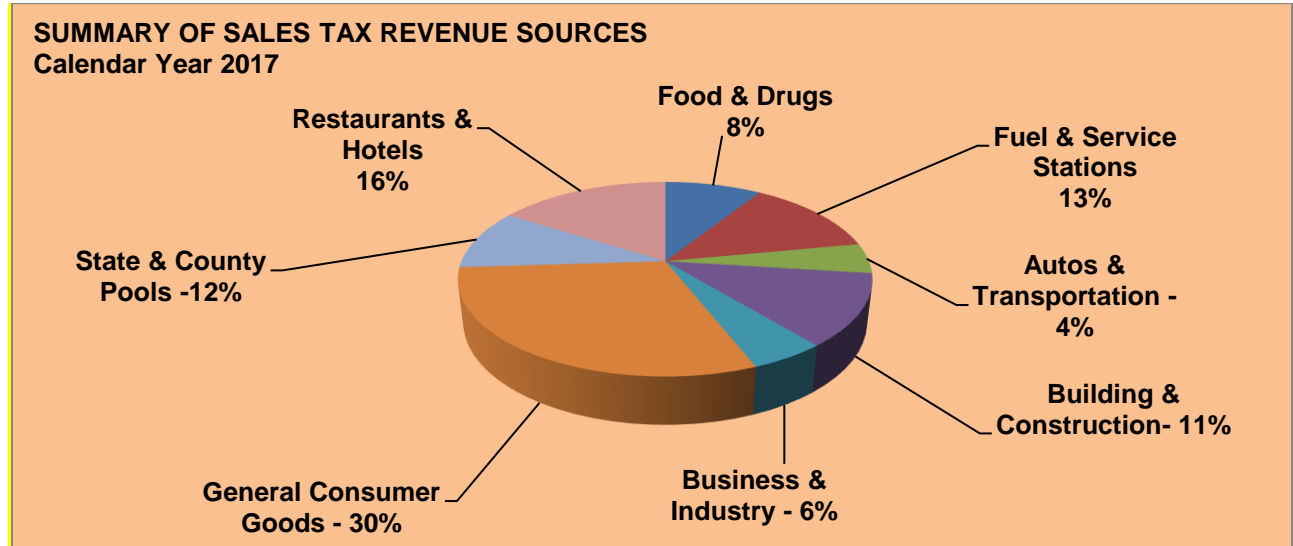
The State Board of Equalization administers the collection of sales and use taxes and remits those collections to local governments. Of those collections, 30% is remitted for the first month of each quarter, another 30% the second month, and 40% at the end of the quarter with a "clean-up" payment for the prior period. Apple Valley's sales tax base has consistently trended upward over the last several years. This predictability of the sales tax

## APPLE VALLEY, CALIFORNIA

revenue source is due to the diversity of the types of businesses and retailers located within the Town. While the sales tax revenue category had been most directly affected by the recession, sales tax revenues have begun to move upward at a slow gradual pace. Staff is estimating that sales tax revenues will increase in fiscal year 2018-19 when compared to the FY 17-18 revised revenue estimates.

Graph 1 below illustrates the types of businesses and industries that generated sales tax revenues for the Town in calendar year 2017 and the percent of the total sales tax revenue collections generated by each sector of the local economy.

**GRAPH 1**



The VLF (Vehicle License Fee) Swap is the result of the State's action in 2003 to permanently reduce the Vehicle License Fee from 2% to 0.65%. In the past, local government received its full share of the revenues from the 2% rate. When the State reduced the rate, the State also promised to make local governments whole by backfilling the lost revenue with a like amount in property tax revenues. This backfill payment is linked directly to the growth in property tax revenues. Apple Valley has experienced some revenue losses from the swap as most property values have fallen since the recession began in May, 2007. The estimated VLF Swap revenue of \$6,252,500 is included in the total Property Tax revenue discussed in the previous page.

Franchise fees represent the Town's third largest source of revenue. Currently, the Town collects electric franchise fees from Southern California Edison, gas franchise fees from Southwest Gas Company, cable franchise fees from Cable providers and Solid Waste Hauler's franchise fees from the Town's waste hauler. For FY 18-19, estimated revenue from all sources of Franchise Fees is \$4,170,100, which represents 13.23% of the total General Fund revenue including transfers in. The estimated revenue reflects a net increase of \$86,100 or 2.11% over the FY 17-18 amended revenue estimate.

Contract payments for animal sheltering services with the County of San Bernardino represent the Town's fourth largest source of revenue. The FY 18-19 revenue estimate from this source is \$487,120, which represents 1.55% of the total General Fund revenues inclusive of transfers in. The County began contracting with the Town for animal sheltering services beginning in January, 2013.

Descriptions, assumptions, and a ten-year historical trend on the General Fund revenue sources by major categories can be found within the "Fund Summaries" section of this document.

**APPLE VALLEY, CALIFORNIA**

**OTHER GOVERNMENTAL FUNDS**

To gain a better understanding of the adopted budget as a whole, the General Fund budget is compared to the entire budget covering all governmental funds. Table 4 illustrates this relationship.

**TABLE 4**

<b><u>GOVERNMENTAL FUNDS ADOPTED BUDGET</u></b>					
<b><u>Fund Types</u></b>	<b><u>Adopted FY 18-19</u></b>	<b><u>Adopted FY 17-18</u></b>	<b><u>Increase/(Decrease)</u></b>		<b><u>Percent of Total</u></b>
			<b><u>Amount</u></b>	<b><u>Percent</u></b>	
General Fund *	\$ 31,526,891	\$ 28,735,371	\$ 2,791,520	9.71%	64.55%
Special Revenue Funds *	13,980,310	14,099,870	(119,560)	(.85%)	28.62%
Capital Projects Funds *	3,333,426	1,427,833	1,905,593	133.46%	6.83%
Total Governmental Funds	<u>\$ 48,840,627</u>	<u>\$ 44,263,074</u>	<u>\$ 4,577,553</u>	<u>10.34%</u>	<u>100.00%</u>

*\*Includes transfers out*

The following Table 5 illustrates the other governmental funds' resources and uses. A brief description of each fund and its budgeted appropriations is listed within the "Fund Summaries" section of the budget. For funds that show appropriations exceeding the estimated revenues available (shown in brackets), undesignated fund balances will be used to cover the projected shortfall.

**TABLE 5**

<b><u>OTHER GOVERNMENTAL FUNDS RESOURCES/APPROPRIATIONS</u></b>				
<b><u>Fund</u></b>	<b><u>Estimated Resources FY 18-19</u></b>	<b><u>Adopted Appropriations FY 18-19</u></b>	<b><u>Revenues Over (Under) Appropriations</u></b>	
Gas Tax*	\$ 2,326,984	\$ 2,271,023	\$	55,961
Road Maintenance Rehabilitation (SB1)	1,302,450	1,302,450		-
Article 8*	524,000	1,227,000		(703,000)
Measure I	5,446,966	5,037,625		409,341
Community Development Block Grant	1,249,122	1,261,423		(12,301)
NSP 3	200,000	200,000		-
Apple Valley Home	1,212,593	1,195,601		16,992
Victorville Home	901,560	901,560		-
Cal Home	60,000	60,000		-
Quimby	150,000	-		150,000
Police Grants	22,779	53,628		(30,849)
Assessment District LL	320,000	470,000		(150,000)
Capital Projects Funds	955,319	3,333,426		(2,378,107)
Total Other Governmental Funds	<u>\$ 14,671,773</u>	<u>\$ 17,313,736</u>	<u>\$</u>	<u>(2,641,963)</u>

*\* Includes transfers in and out*

**APPLE VALLEY, CALIFORNIA**

**CAPITAL IMPROVEMENT PROJECTS**

The Town’s Seven-Year Capital Improvement Program (CIP) is listed within the “Capital Improvement Program” section of the adopted budget. This section provides comprehensive, detailed information on each of the capital projects that the Town plans to undertake in the coming fiscal year and beyond. Twenty-seven capital improvement projects totaling \$12.1 million are adopted for funding in FY 18-19, an increase of \$6.0 million or 100.56% over the adopted CIP in FY 17-18.

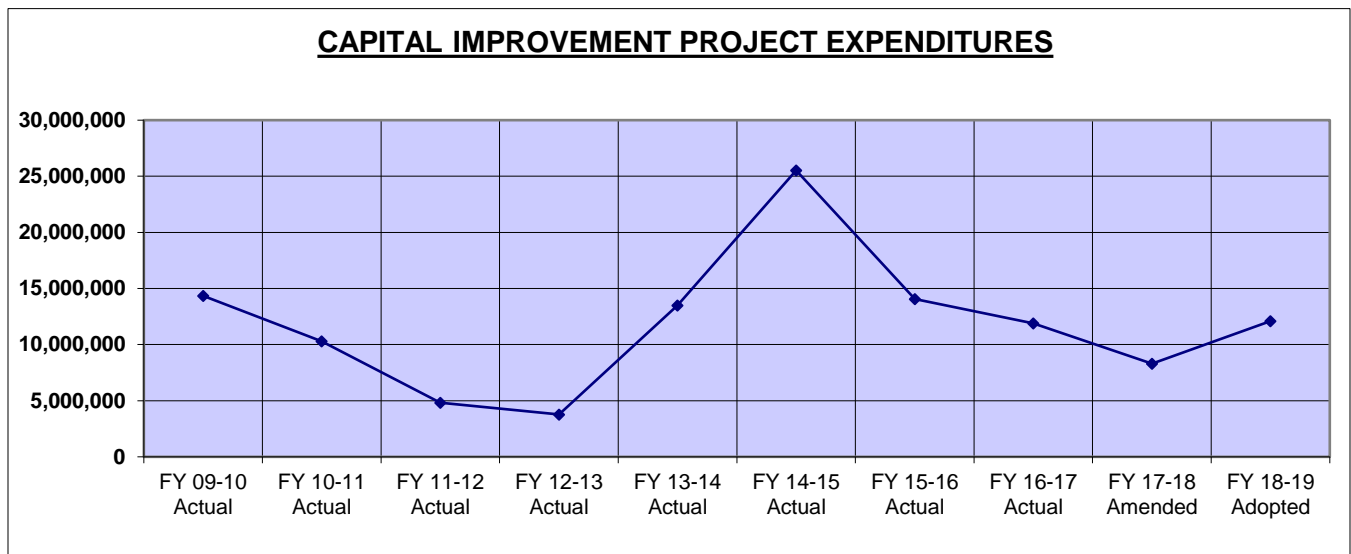
Table 6 is a summary of adopted projects by program category. Further detail of each CIP is included within the “Capital Improvement Program” section of this document.

**TABLE 6**

<b><u>CAPITAL IMPROVEMENT PROJECTS</u></b>	
<b><u>Program Category:</u></b>	<b><u>Adopted FY 18-19</u></b>
Preliminary Design	\$ 97,000
Full Design	2,036,125
Construction	9,971,557
<b>Total</b>	<b><u>\$ 12,104,682</u></b>

The following graph illustrates how much the Town has expended to improve and maintain its infrastructure including streets; curbs and sidewalks; storm drains; traffic operations; parks, parkways, and medians; and buildings and facilities. Over the last 10 years, the Town has spent/appropriated approximately \$118.6 million or an average of \$11.8 million a year for capital improvements.

**GRAPH 2**



APPLE VALLEY, CALIFORNIA

**Use of fund balances:** During times of emergency or due to other needs, the Town may utilize its general operating reserve, which is part of the “committed” and “unassigned” portions of General Fund fund balance, if circumstances warrant. The General Fund fund balance should be distinguished from other fund balances. Special Revenue Funds and Capital Projects Funds fund balances are earmarked for specific uses based upon the criteria for which these funds were established. These types of funds may accumulate monies for future appropriations. For example, when the Town is ready and able to embark upon a capital improvement project or special program that meets the specific requirements for the use of the funds, appropriations from fund balances may be used.

A summary schedule of estimated available fund balances for all funds is found on the “Calculations of Projected Fund Balances” schedule included within the “Financial Summaries” section of this document. Table 7 below lists the estimated fund balances recommended to be used to support the FY 18-19 adopted budget.

**TABLE 7**

<b><u>ESTIMATED FUND BALANCES TO BE USED</u></b>	
<b><u>Fund</u></b>	<b><u>Amount</u></b>
Article 8	\$ 703,000
Community Development Block Grant	12,301
Police Grants	30,849
Assessment District LL	150,000
NAVISP	959,274
Capital Improvement TIF	930,333
Aquatic Facilities	6,500
Storm Drains	482,000
Wastewater	761,934
Total Use of Fund Balances	<u><u>\$ 4,036,191</u></u>

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

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

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Town of Apple Valley

**RESOLUTION NO. 2018-32**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF APPLE VALLEY, CALIFORNIA, APPROVING A BUDGET APPROPRIATION AND ADOPTING THE BUDGET, INCLUDING THE OPERATING AND CAPITAL IMPROVEMENT BUDGET FOR FISCAL YEAR 2018-19**

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

**WHEREAS**, the Town Manager have heretofore submitted to the Town Council a proposed budget for the Town for Fiscal Year 2018-19, 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 2018-19 is \$38,966,012 (Thirty Eight Million Nine Hundred Sixty Six Thousand Twelve Dollars), and the total annual tax revenues subject to such limitation for Fiscal Year 2018-19 are estimated to be \$22,130,220; and

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

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

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

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

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

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

C. The system mentioned above will apply to Operating and Capital Improvement Budget expenditures as intended for use in Fiscal Year 2018-19.

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 2018-19, 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 2018-19 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 2018-19 Operating and Capital Improvement Budget programs are hereby adopted, establishing the following expenditure levels:

<u>DEPARTMENT</u>	<u>2018-19 PROPOSED BUDGET</u>
1. Town Council	\$ 235,298
2. Town Attorney	620,000
3. Town Manager	540,488
4. Finance	831,192
5. Town Clerk	413,859
6. Public Information	312,676
7. Human Resources	211,501
8. Information Systems	296,157
9. General Government	3,213,335
10. Public Facilities	2,136,153
11. Public Safety/Police	14,594,833
12. Emergency Preparedness	141,636
13. Animal Control Services	2,001,229



14. Code Enforcement	816,237
15. Building & Safety	764,515
16. Engineering Service	535,600
17. Planning Services	685,833
18. Economic Development	165,868
19. Parks & Recreation	3,010,481
20. Street Maintenance Fund (Gas Tax)	2,271,023
21. Road Maintenance Rehabilitation Fund (SB1)	1,302,450
22. Local Transportation Fund (Article 8)	1,227,000
23. Measure I	5,037,625
24. CDBG	1,261,423
25. NSP3	200,000
26. Apple Valley Home	1,195,601
27. Victorville Home	901,560
28. Cal Home	60,000
29. Police Grants	53,628
30. Assessment District LL	470,000
31. NAVISP	965,274
32. Capital Improvement TIF Fund	1,680,333
33. Aquatic Facilities	6,500
34. Storm Drains	680,000
35. Project Manager Grants	1,319
36. Wastewater Enterprise Fund	7,632,434
37. Waste Management Enterprise Fund	11,297,438
38. Apple Valley Golf Course	1,064,666
39. Apple Valley Choice Energy	14,569,920
40. Debt Service Funds	1,366,335
41. Successor Agency - RDA	<u>3,700,383</u>

**TOTAL OPERATING & CAPITAL EXPENDITURES** \$ 88,471,803

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

1. General Fund	\$31,526,891
2. Street Maintenance Funds (Gas Tax)	2,326,984
3. Road Maintenance Rehabilitation Fund (SB1)	1,302,450
4. Local Transportation Fund (Article 8)	524,000
5. Measure I	5,446,966
6. CDBG	1,249,122
7. NSP3	200,000
8. Quimby	150,000
9. Apple Valley Home	1,212,593
10. Victorville Home	901,560
11. Cal Home	60,000
12. Police Grants	22,779
13. Assessment District LL	320,000

14. NAVISP	6,000
15. Storm Drains	198,000
16. Project Manager Grants	1,319
17. Capital Improvement Projects Fund	750,000
18. Wastewater Enterprise Fund	6,870,500
19. Waste Management Enterprise Fund	11,841,800
20. Apple Valley Golf Course	1,065,500
21. Apple Valley Choice Energy	16,302,200
22. Debt Service Fund	1,366,335
23. Successor Agency - RDA	<u>3,700,383</u>


**TOTAL OPERATING AND CAPITAL REVENUES** \$87,345,382

**SECTION 3:** As a measure to cut down costs and adopt a balanced budget, suspend the 401a employee benefit for the 2018-19 fiscal year, close Virginia Park and explore other funding sources to fund General Fund operations.


**SECTION 4:** 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 5:** 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 26<sup>th</sup> day of June 2018.

  
 \_\_\_\_\_  
 Art Bishop, Mayor

**ATTEST:**

  
 \_\_\_\_\_  
 La Vonda M-Pearson, Town Clerk

**RESOLUTION NO. 2018-29**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF APPLE VALLEY, CALIFORNIA, ESTABLISHING THE FISCAL YEAR 2018-2019 APPROPRIATION LIMIT FOR THE TOWN OF APPLE VALLEY**

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

**WHEREAS**, the Director of Finance of the Town has heretofore prepared and submitted data and documentation required for and to be used in the determination of an appropriations limit for the Town for Fiscal Year 2018-2019 and such data and documentation has been available to the public for at least fifteen (15) days prior to adoption of this Resolution; and

**WHEREAS**, the Town of Apple Valley established its Fiscal Year 2017-2018 Appropriation Limit of \$37,263,089 (Thirty Seven Million, Two Hundred Sixty-three Thousand, Eighty Nine 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 2018-2019 Appropriation Limit:

Per Capita Personal Income Change for Fiscal Year 2018-2019:	3.67%
Population Adjustment - January 1, 2018:	.87%

**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 2018-2019 Appropriation Limit of the Town of Apple Valley to be \$38,966,012 (and said sum is hereby determined and established as the appropriation limit for the Town of Apple Valley for Fiscal Year 2018-2019).

**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 26<sup>th</sup> day of June 2018.

**ATTEST:**



La Vonda M. Pearson, Town Clerk

  
Art Bishop, Mayor

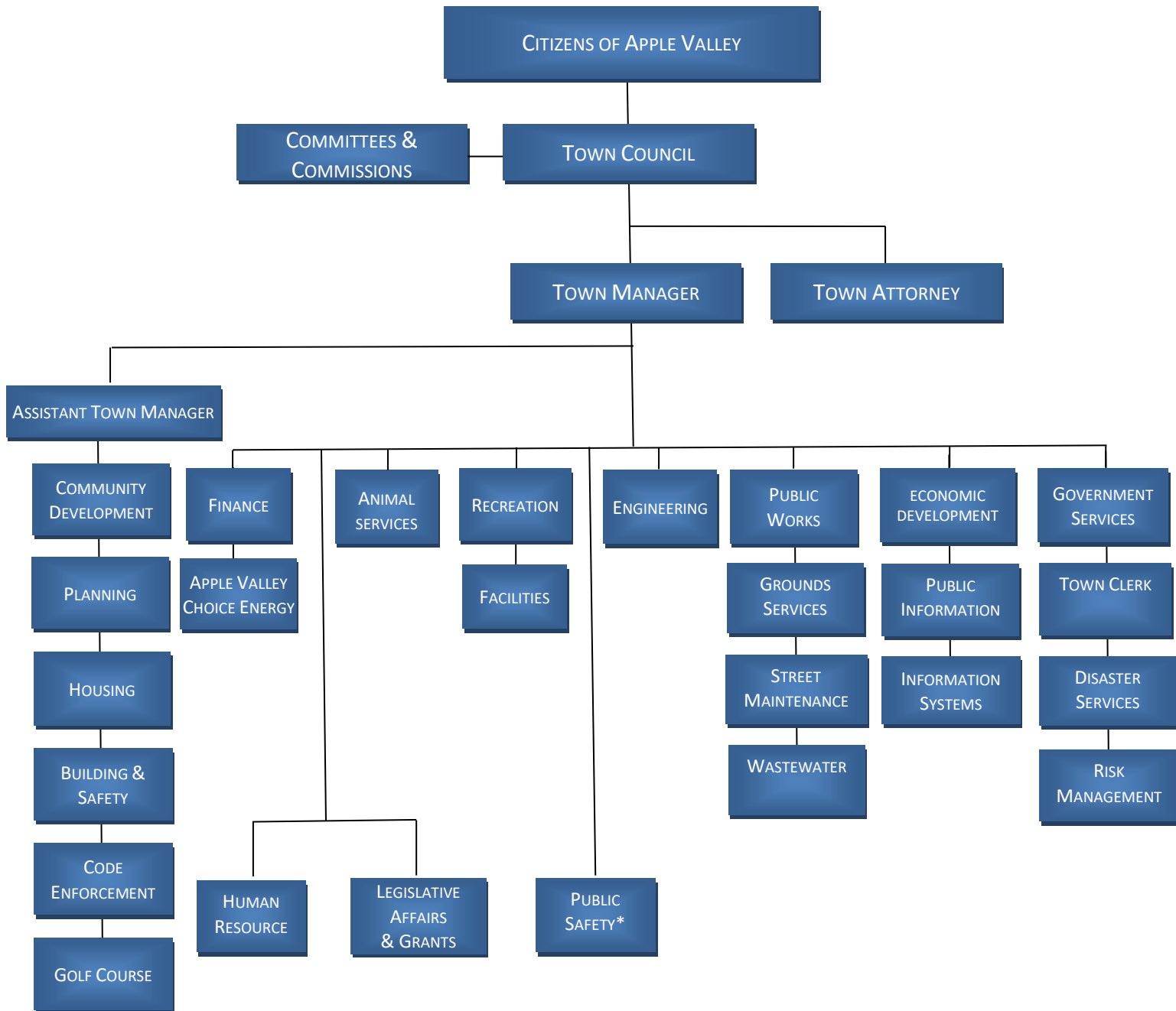
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Town of Apple Valley

# Town of Apple Valley ORGANIZATIONAL CHART

Fiscal Year 2018-2019



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

## A HISTORY OF APPLE VALLEY



Newton Bass and Bud Westlund, circa 1946

While Apple Valley became an official Town when residents voted for incorporation in 1988, the Town's history goes back much further. Local historians have found signs of Serrano Indian camps along the Mojave River in Apple Valley. They were already here when Father Francisco Garces arrived in 1776, as he established the Spanish missions throughout California. In the late 1800s, the Paiute Indians also migrated to this area. The Mojave River Trail hosted trappers, gold prospectors, pack mules and Mormon wagon trains—over 13,000 people passed through here between 1849 and 1859. It was in 1860 that the first cabin was built in Apple Valley by Silas Cox, and the first road was cut the following year.

Contrary to what the Town's name may suggest, there aren't any apple orchards in Apple Valley. There are many stories as to how Apple Valley acquired its name. According to the late Mary Hampton, a local historian, the name arose from the abundance of apple orchards that existed here in the 1920s. Some say the name "Apple Valley" originated from The Appleton Land Company that was based in this area in the early 1900s. Ursula Poates, one of the first settlers in the area, is credited with saying, "There were some apples being raised along the river in those early days, but not by the ton, so I just cut it down and called it Apple Valley!" By 1920, apples were being grown by the ton at award-winning orchards. Unfortunately, with the Great Depression and the cost of pumping water for irrigation, the orchards died off in the 1930s.

With a pleasant climate and lots of land, many types of ranches were built in the area. They touted the dry desert air as a cure for ailments of all sorts, including tuberculosis and asthma. Other ranches provided a haven for shell-shock victims of World War I, while still others developed into guest ranches. People would come to Apple Valley to enjoy the western lifestyle where they could ride horses, attend rodeos and just get away from the big city.

The modern founders of Apple Valley were Newton T. Bass and B.J. "Bud" Westlund, who were partners in the oil and gas industry in Long Beach, CA. Westlund and Bass formed the Apple Valley Ranchos Land Co. in 1946 and marketed the area as a destination resort and quality residential community - "The Golden Land of Apple Valley". They built the Apple Valley Inn and Hilltop House, and invited famous celebrities of Hollywood to come visit. Within ten years there were banks, churches and a school, along with a golf course, hospital and 180 businesses.

Today, the Town is home to 73,355 residents. Apple Valley has emerged as a leader in advanced health care systems, spanning the gamut from pediatric services to radiology, with St. Mary Medical Center as the hub of state-of-the-art medical services. Lifestyle is unique in Apple Valley ranging from affordable housing for the first-time buyer, to affordable equestrian estates and executive manors. A 1,400-acre master planned retirement community offers a wide range of senior housing. Clean air, low crime rates, and open spaces permits Apple Valley to be the land of opportunity for those who are seeking a better place to live, work and play.

## VISION 2020

**Mission Statement:** To provide a better way of life through local control of public safety, development, services and amenities; enhancing our residents' lives and providing for our community's future.



Town of Apple Valley



**Vision Statement:** A premier community, full of first-class amenities, events, and employment opportunities, Apple Valley will lead the High Desert in public safety and environmental stewardship defining "A Better Way of Life."

1. **A SAFE COMMUNITY** – Maintain and enhance the high level of public safety in Apple Valley.
2. **ADEQUATE AND WELL MAINTAINED INFRASTRUCTURE** – Provide the infrastructure necessary for Apple Valley's residents and businesses to live and grow.
3. **A THRIVING ECONOMY** – Enhance and expand the Town's economic base.
4. **A STRONG TRANSPORTATION SYSTEM** – Develop and maintain a comprehensive transportation system.
5. **AMPLE PARKLAND AND DIVERSE RECREATIONAL OPPORTUNITIES** – Maintain the Town's network of parkland and recreational opportunities.
6. **HIGHEST QUALITY STAFF** – Retain the highest quality Town staff.
7. **PROMOTE PARTNERSHIPS** – Develop meaningful partnerships in both the public and private sectors, increasing opportunities for funding projects and supporting economic development.
8. **REVENUE GENERATION** – Explore options for departments to provide revenue-generating services. Identify potential revenue streams in both public and private sectors.



Adopted April 11, 2012

## BUDGET GUIDE

The purpose of the Town of Apple Valley's budget is to serve as a "blueprint" for providing Town services and as a working financial plan for the fiscal year. It also represents the official organizational plan by which, Town policies, priorities, and programs are implemented. It provides the means to communicate to the residents, businesses, and employees how the Town's financial sources are used to provide services to the community. The budget includes both the operating costs to manage the Town and the capital improvement projects that the Town plans to undertake during the fiscal year.

The budget is organized by fund, by department, by division, and by account. A fund is defined as a fiscal accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and balances, which are segregated for the purpose of carrying on specific activities in accordance with special regulations, restrictions, or limitations. A department (e.g., Municipal Operations Department) is an organizational unit with divisions (e.g., Animal Services) and within each division is a specific program (e.g., Animal Shelter). "Line" accounts provide the details of the type of expenditure that each department/division spends – e.g., salaries, benefits, supplies, and so forth.

After the proposed budget is submitted by the Town Manager to the Town Council in May, budget study sessions are held in mid to late May or early June followed by a public hearing at the Council meeting prior to its consideration for adoption. The intent is to adopt the budget by the second Council meeting in June.

**Budget Message:** This section includes the Town Manager's transmittal letter to the Town Council and describes what is in the budget, including budget issues and policies that lead to the development of the budget.

**Budget Overview:** This section provides a summarized narrative of the budget highlights; explanation on variances both on revenues and expenditures; and other pertinent data about the budget.

**General Information:** This section includes the Budget Guide; describes the budget process; and provides the description of each fund. The funds are listed by fund type: Governmental Funds (include the General Fund, Special Revenue Funds, Capital Projects Funds, and Debt Service Funds); and Proprietary Funds (include the Internal Service Funds).

**Summaries of Financial Data:** This section provides a variety of financial analyses such as the beginning and ending fund balances; pie charts of resources and appropriations; multi-year budget comparisons by fund/by expenditure/by category/by program; revenue details/narratives with historical trends; summary of personnel changes by department; a listing of approved fixed assets, new and replacement vehicles, and building modifications and maintenance projects for the fiscal year.

**Departmental Details:** This section divides the document by department. It starts with the Town Council. The reader will find an organization chart; multi-year personnel summary; a narrative of the department describing each division and each program within that department; the accomplishments for the prior year; the objectives for the coming year; and measurements of how the department achieves its objectives from year to year. This section also provides the financial data of each department including multi-year comparisons of expenditures sorted in many ways – by division, by expenditure category, by funding source, by account, and by program. The last department is the "Non-Departmental" which is not an actual department with staff. It is merely a cost center to house expenditures such as debt service payments and transfers outs, which are not attributed to a specific department.

**Capital Improvement Program:** This section provides a summary of the capital improvement projects planned for the year including their descriptions, funding sources, and the estimated cost of each project. The reader will also find what is called a Capital Improvement Project form, which provides details about each project; and finally, a schedule of the Five-Year Capital Improvement Program and a schedule of the Capital Improvement Program by funding source.



## BUDGET GUIDE

**Property and Business Improvement District (PBID):** The PBID budget is presented for informational purposes only. PBID is a separate legal entity and is not a component unit of the Town. It is a separate legal entity consisting of businesses within the District. The Town of Apple Valley's staff provides staff support services to the PBID by accounting for the billing and collection of assessments received and expenditures made within the District.

**Appendix:** This is the final section of the budget document which includes a brief history of the Town; miscellaneous statistics (such as date of incorporation, form of government, population, etc.); community profile (provides demographics information, among other things); financial policies; a glossary of budget terms; a listing of acronyms used throughout the budget document; and a various statistical data about the Town's debt obligations.

## BUDGET PROCESS

The Town's budget process begins in December with a kick-off meeting between Finance department staff and departmental budget liaisons. The Town Manager outlines the goals and directives for the development of the coming year's budget. Finance staff distributes the budget calendar, instruction manuals, forms, and budget worksheets to the departments. Municipal Operations department staff coordinates the departmental building modification and vehicle replacement requests. Engineering department staff coordinates the capital improvement project requests.

After each department submits their budget departmental budget requests, Finance compiles the data and calculates the total amount requested including estimated revenues and projected fund balances for each fund with budgetary activity. The Town Manager holds departmental budget hearings. Subsequently, the Town Manager makes his recommendations and Finance prepares the proposed budget document. The Town Manager transmits the proposed budget to Town Council. The Council conducts budget study sessions; sets a public hearing; and, adopts the budget prior to the beginning of the fiscal year.

After the budget is adopted, Finance staff integrates the budgetary data into the Town's accounting system and reconciles budgeted labor distributions with actual payroll charges during the year. Staff issues the adopted budget document and submits it for both the national and the state distinguished budget presentation awards programs. Month-end reports are distributed to the departments to monitor budget performance throughout the year.

**Capital Improvement Projects Budget Process:** The Town maintains a rolling Five-Year Capital Improvement Program (CIP). In October-November each year, the Engineering Department solicits proposals from the other Town departments for inclusion in the coming year's capital improvement projects budget. Around the same time, the Finance Department provides the Engineering Department the estimated fund balances available for appropriation for CIP. These fund balances usually come from Special Revenues Funds and Capital Projects Funds. Both these fund types are earmarked for specific uses. If and when the General Fund provides funding for CIP, cash is transferred to the specific Capital Project Fund where the project will reside.

Engineering staff then prepares the Capital Improvement Project form, which provides detailed information about the proposed capital improvement project. Typically, a project costing \$25,000 or more (with some exceptions depending on the type of project) is categorized as a capital improvement project. Others, costing less, could be included in what the Town calls Building Modification projects. These are the routine maintenance and/or repairs of Town buildings and facilities.

During the departmental budget hearings, the Town Manager and staff conduct a "walkthrough" of the various proposed projects. After the Town Manager's evaluation of what will be included in the proposed budget, the CIP is reviewed to determine if the projects conform to the General Plan. The proposed CIPs relating to parks are reviewed to determine if the Parks projects conform to the Master Plan of Parks & Recreation.

**User Fees & Charges:** As part of the budget cycle, the Town updates its fees and charges, usually, simultaneous with adoption of the budget. The Town uses, to some extent, a cost allocation method for administrative and overhead charges as part of the calculation. Administrative costs are based on staff's salaries and benefits which are allocated on a pro-rata basis; overhead charges are for maintenance and operations costs which are also allocated in the same manner. Both these charges are added to the cost of personnel who are directly involved in the activity for which a fee is charged, which is determined by the time spent on that activity multiplied by the hourly rate for salaries and benefits. The Town Council conducts a public hearing before adopting the new fees.

**Budget amendments:** Supplemental appropriations, when required during the fiscal year, require approval by the Town Council. Budget changes within each department or between accounts are approved by the Town Manager and Director of Finance.

**Basis of budgeting:** The Town uses the modified accrual basis in budgeting governmental funds. This means that obligations of the Town, including outstanding purchase orders, are budgeted as expenses and revenues are recognized when they are both measurable and available to fund current expenditures.

## BUDGET PROCESS

The Town has three enterprise funds. For enterprise funds, the budget is prepared on a full accrual basis. This means expenses are recognized when incurred and revenues are recognized when due the Town. Depreciation expense is not included in budgeting for enterprise funds but the full purchase price of equipment is included in the budget.

**Basis of accounting:** The Town uses the modified accrual basis of accounting for governmental funds. Revenues are recorded when measurable and available to fund current expenditures. Expenditures are recorded when the services are substantially performed or the goods have been received and the liabilities have been incurred. The Town's enterprise funds use the full accrual basis of accounting; revenues are recorded when earned and expenses are recorded when incurred.

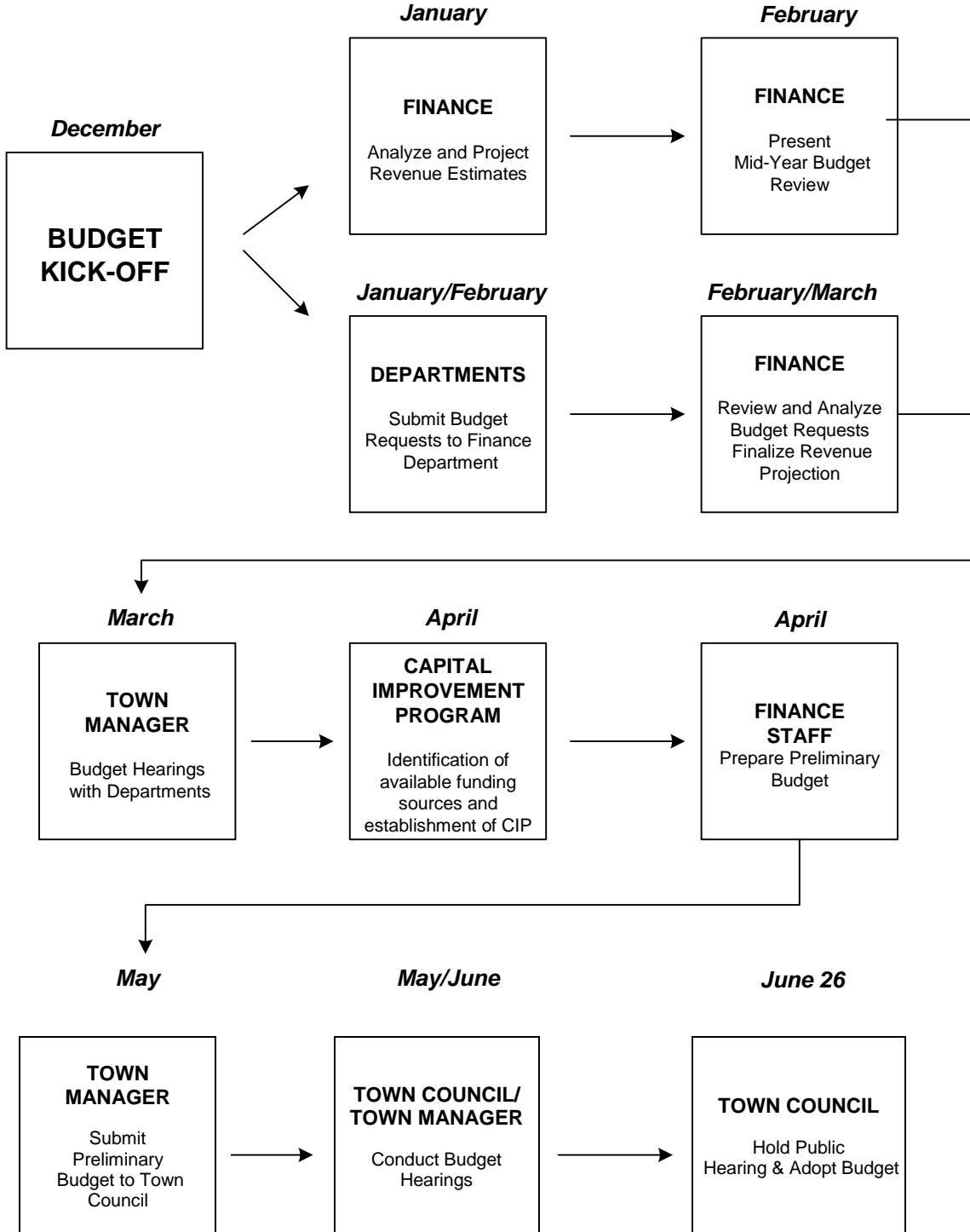
**Budgetary Control:** Budgetary control is maintained at the department level within each fund. The Town also maintains an encumbrance accounting system budgetary control. Estimated purchase amounts are encumbered prior to the release of purchase orders to vendors. At fiscal year end, all operating budget appropriations lapse. Open encumbrances are reported as reservations of fund balances at fiscal year-end.

**Budgetary data:** Annual budgets are legally adopted for all funds on a basis consistent with generally accepted accounting principles.

The following Flow Chart describes the Town's annual budget process.

TOWN OF APPLE VALLEY BUDGET PROCESS

**FLOW CHART**  
**FISCAL YEAR 2018-2019**



## DESCRIPTION OF FUNDS & FUND TYPES

### GOVERNMENTAL FUNDS

Governmental funds are used to account for most, if not all, of a government's tax-supported activities. The general fund, special revenues funds, debt service funds, and capital projects funds are considered governmental funds.

#### GENERAL FUND

**GENERAL FUND - 1001:** The General Fund is the primary operating fund of the Town. All general tax revenues and other receipts that are not allocated by law or contractual agreement to some other fund are accounted for in this fund. It accounts for all financial resources of the general government including parks and recreation, except those required to be accounted for and reported in another fund.

#### SPECIAL REVENUE FUNDS

**Special Revenue Funds are used to account for proceeds of specific sources (other than for major capital projects) that are legally restricted to expenditure for specified purposes.**

**GAS TAX FUND (STREET MAINTENANCE) – 2010:** This fund accounts for the receipts and expenditures of money apportioned by the State Highway Code sections' 2105, 2106, 2107 and 2107.5. Gas tax monies are restricted in use and can only be used to construct and maintain streets and highways.

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

**ARTICLE 3 FUND - 2013:** This fund accounts for the revenues and expenditures of the Town's share of Article 3 monies which are restricted in use for transportation projects/activities.

**ARTICLE 8 FUND - 2015:** This fund accounts for the revenues and expenditures of the Town's share of Article 8 monies which are restricted in use for transit or street repair projects/activities.

**MEASURE I FUND - 2021:** This fund accounts for all capital projects funded with Measure I monies.

**AIR POLLUTION CONTROL DISTRICT FUND – 2040:** This fund accounts for monies received from the Air Pollution Control District which are used to improve air quality.

**COMMUNITY DEVELOPMENT BLOCK GRANT FUND – 2120:** This fund accounts for revenues received from the Department of Housing and Urban Development (HUD) which are to be expended for approved Federal Housing and Community Development Act projects. These revenues must be expended to accomplish one of the following objectives: elimination of slum or blight, benefit low and moderate income persons, or to meet certain urgent community development needs.

**NEIGHBORHOOD STABILIZATION PROGRAM FUND – 2131:** This fund accounts for revenues received from a special CDBG allocation that addresses the problem of abandoned and foreclosed homes.

**HOME FUND – 2320/2330:** This fund accounts for revenue received from the Department of Housing and Urban Development for assisting low and moderate income individuals to purchase homes.

## DESCRIPTION OF FUNDS & FUND TYPES

**CAL HOME – 2410:** This fund accounts for revenue received from two three-year \$1,000,000 grants awarded in 2010 and in 2012 from the State of California Department of Housing and Urban Development for assisting low and moderate income individuals to purchase homes. \$312,590 of the grant is for Residential Rehabilitation Loans and \$972,083 is for Down Payment Assistance.

**QUIMBY FEES FUND – 2520:** This fund accounts for revenues received from developers and restricted for the development of parks.

**POLICE GRANTS – 2610:** This fund is used to account for revenues received for the Department of Justice, the Department of Homeland Security, Cal EMA and other agencies for public safety activities. Annual JAG and JAG AARA Grants are used for the juvenile officer and other Cal Pal programs. Cal EMA funds are used for the Cal Pal program and to supplement costs of a juvenile officer.

**ASSET SEIZURE – 2620:** This fund accounts for revenue received from asset forfeiture/seizure activities. These funds are tracked and reported to the Federal Government based upon case activity. Upon conclusion of a case, assets forfeited or seized are re-distributed to local agencies based upon the assets forfeited or seized within each jurisdiction. These funds are then used for future drug enforcement activities and split 85% to Asset Seizure Fund and 15% to Drug and Gang Prevention Fund.

**ASSET SEIZURE – 2630:** This fund accounts for revenue received from asset forfeiture/seizure activities. These funds are tracked and reported to the Federal Government based upon case activity. Upon conclusion of a case, assets forfeited or seized are re-distributed to local agencies based upon the assets forfeited or seized within each jurisdiction. These funds are then used for future drug enforcement activities and split 85% to Asset Seizure Fund and 15% to Drug and Gang Prevention Fund.

**ASSESSMENT DISTRICT LL FUND – 2810:** This fund accounts for the revenues and expenditures of Assessment District L-1 which provides landscaping and right-of-way maintenance in accordance with the homeowners' agreement.

### ***DEBT SERVICE FUNDS***

**1999 COPS FUND – 4105:** This fund accounts for and reports financial resources restricted for the payment of interest and principal on the 1999 Public Facilities Financing Project Certificates of Participation.

**2001 COPS FUND – 4106:** This fund accounts for and reports financial resources to advance refund and economically defease the \$2,570,000 Certificates of Participation issued on August 1, 1995 and payment of interest and principal on the 2001 Certificate of participation.

**2007 TOWN HALL REVENUE BONDS – 4108:** This fund accounts for and reports financial resources that are restricted for the payment of interest and principal on the 2007 Town Hall Revenue Bonds.

**2017 SITE AND FACILITY LEASE BONDS – 4108:** This fund accounts for and reports financial resources that are restricted for the payment of interest and principal on the lease that refunded the 2007 Town Hall Revenue Bonds.

### ***CAPITAL PROJECTS FUNDS***

**NAVISP FUND – 4050:** This fund accounts for the construction of infrastructure improvement projects related to implementation of the North Apple Valley Industrial Specific Plan (NAVISP).

**CAPITAL PROJECTS FUND - 4410:** This fund was established to account for all of the Town's construction projects that are not being separately accounted for in other capital project funds (with the exception of those funded through nonmajor capital project funds and Enterprise Funds). Financing is provided primarily through transfers in from the General Fund, and from State and Federal grants.

## DESCRIPTION OF FUNDS & FUND TYPES

**DEVELOPMENT IMPACT FEES FUND – 4710/4720/4730/4740/4750/4770:** This fund accounts for funds received to mitigate the impact of new development on the Town's infrastructure

**STORM DRAINS FUND – 4760:** This fund accounts for development impact fees received for acquiring land, engineering, and/or constructing storm drain infrastructure.

**PROJECT MANAGER GRANTS FUND - 4910:** This fund accounts for non-budgeted funds awarded to the Town during the course of the fiscal year mainly for capital related activities.

### ***PROPRIETARY FUNDS***

**SEWER FUND - 5010:** This fund accounts for the costs of providing sewer services to the general public within the Town's service area and the user charges by which these costs are recovered.

**SOLID WASTE MANAGEMENT FUND - 5510:** This fund accounts for the costs of providing trash services to commercial and residential units and the user charges by which these costs are recovered.

**APPLE VALLEY GOLF CLUB FUND - 5710:** This fund accounts for the costs of providing golf to the general public and the user charges by which these costs are covered.

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

### ***TRUST FUNDS***

**REDEVELOPMENT OBLIGATION RETIREMENT FUND (PA1) – 2725:** This fund accounts for the Successor Agency dissolution activities associated with the former Redevelopment Agency project area number 1 (VVEDA).

**REDEVELOPMENT OBLIGATION RETIREMENT FUND (PA2) – 2730:** This fund accounts for the Successor Agency dissolution activities associated with the former Redevelopment Agency project area number 2.

### ***AGENCY FUNDS***

**VILLAGE PBID – 8110:** To account for the assessments received and expenditures made on behalf of the Apple Valley Village Property and Business Improvement District.

## THE TOWN'S FLOW OF FUNDS STRUCTURE

### REVENUE SOURCES:

Property Tax  
Sales Tax  
Transient Occupancy Tax  
Other Taxes  
Licenses & Permits  
Fines & Forfeitures  
Fees & Charges  
Revenues from Other Agencies

Measure "I"  
Traffic Impact Fees  
Development Impact Fees  
HSIP  
PBID/CDBG  
Misc. Grants

Cost Allocation Charges  
Operating Transfers In  
Fees and Charges  
Revenue from Other Agencies  
Grants

**TOWN'S GENERAL FUND**

**CAPITAL FUNDS**

**OTHER FUNDS**

### USES OF FUNDS:

General Operating Expenditures  
(including debt service obligations)

Infrastructure  
Repairs/Maintenance/Improvements  
Permanent facilities  
Environmental facilities

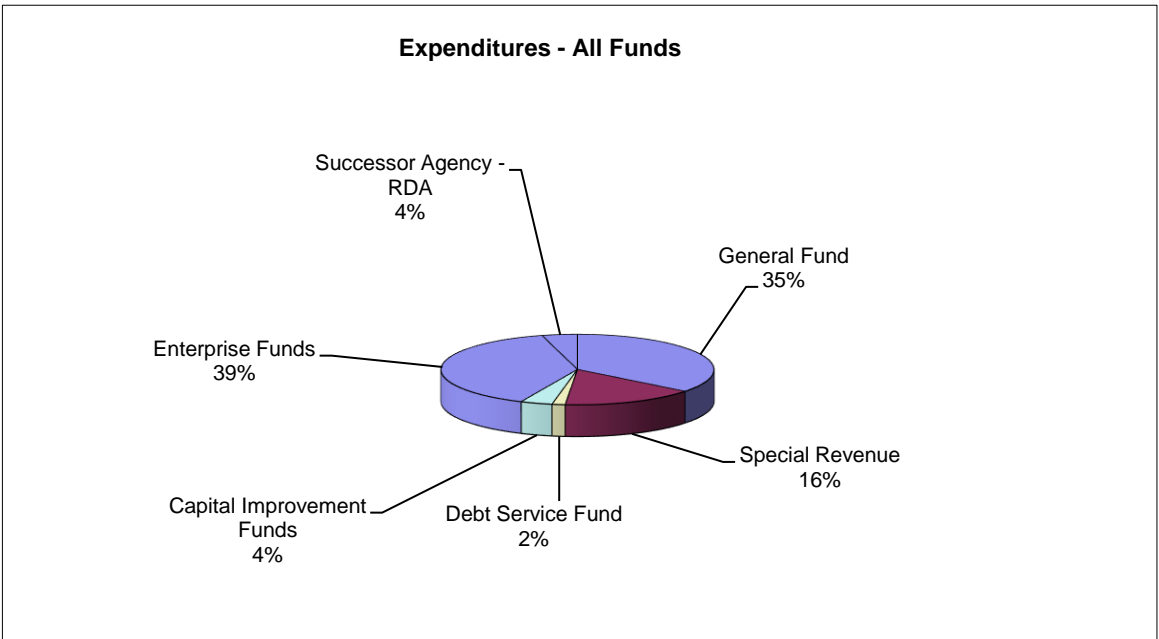
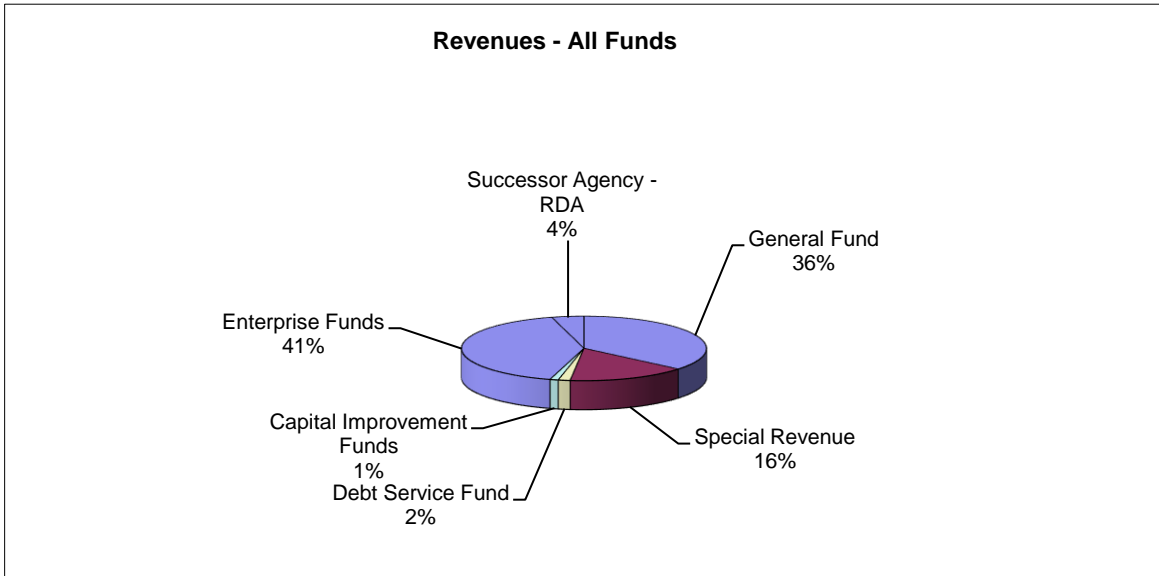
Maintenance & replacement of sewer  
transmission lines  
Solid waste disposal,  
Feasibility studies and design  
engineering



## Town of Apple Valley

### Fiscal Year 2018/2019 - Summary of All Funds

<b>Revenues:</b>			<b>Expenditures:</b>	
General Fund	\$31,526,891		General Fund	\$31,526,891
Special Revenue	13,716,454		Special Revenue	13,980,310
Debt Service	1,366,335		Debt Service	1,366,335
Capital Improvement Funds	955,319		Capital Improvement Funds	3,333,426
Enterprise Funds	36,080,000		Enterprise Funds	34,564,458
Successor Agency - RDA	3,700,383		Successor Agency - RDA	3,700,383
<b>Total Revenues</b>	<b><u>\$87,345,382</u></b>		<b>Total Expenditures</b>	<b><u>\$88,471,803</u></b>



**Town of Apple Valley**  
**CALCULATION OF PROJECTED FUND BALANCES**  
for the Fiscal Year Ending June 30, 2019

Fund No.	Fund Description	Projected* Fund Balances 07/01/18	Estimated Revenues FY 18-19	Adopted Operating Budget FY 18-19
1001	General Fund	-	23,209,910	26,396,110
2510	Parks & Recreation	-	2,706,516	3,010,481
	<b>Subtotal General Funds</b>	<b>-</b>	<b>25,916,426</b>	<b>29,406,591</b>
	<b>Special Revenue Funds:</b>			
2010	Gas Tax Fund	326,280	1,802,984	1,453,423
2011	RMRA	-	1,302,450	
2013	Article 3			
2015	Article 8	1,628,702	524,000	
2021	Measure I Local 2040	6,085,220	5,446,966	
2040	Air Pollution Control	-		
2120	CDBG	(67,163)	1,249,122	1,261,423
2131	NSP 3	3,291	200,000	200,000
2320	Apple Valley Home	26,926	1,212,593	1,195,601
2330	Victorville Home	(399)	901,560	901,560
2410	Cal Home	2,644,121	60,000	60,000
2520	Quimby Funds	475,620	150,000	
2610	Police Grants	15,802	22,779	53,628
2620	Asset Seizure	1,896		
2630	Drug & Gang Prevention	5,997		
2810	Assessment District LL	1,416,653	320,000	470,000
	<b>Subtotal Special Revenue Funds</b>	<b>12,562,946</b>	<b>13,192,454</b>	<b>5,595,635</b>
	<b>Debt Service Funds:</b>			
4105	1999 COPS	-		408,000
4108	2007/2017 Town Hall Refunding	-		958,335
	<b>Subtotal Debt Service Funds</b>	<b>-</b>	<b>-</b>	<b>1,366,335</b>

\*- These represent Unassigned/Unrestricted balances

Adopted Capital Budget FY 18-19	Total Adopted Budget FY 18-19	Estimated Revenues Over (Under) Adopted Budget	Transfers In	Transfers Out	Projected Ending Fund Balances 6/30/2019
-	26,396,110	(3,186,200)	5,306,500	2,120,300	-
	3,010,481	(303,965)	303,965	-	-
-	29,406,591	(3,490,165)	5,610,465	2,120,300	-
	1,453,423	349,561	524,000	817,600	382,241
1,302,450	1,302,450	-	-	-	-
-	-	-	-	-	-
703,000	703,000	(179,000)	-	524,000	925,702
5,037,625	5,037,625	409,341	-	-	6,494,561
-	-	-	-	-	-
-	1,261,423	(12,301)	-	-	(79,464)
-	200,000	-	-	-	3,291
-	1,195,601	16,992	-	-	43,918
-	901,560	-	-	-	(399)
-	60,000	-	-	-	2,644,121
-	-	150,000	-	-	625,620
-	53,628	(30,849)	-	-	(15,047)
-	-	-	-	-	1,896
-	-	-	-	-	5,997
-	470,000	(150,000)	-	-	1,266,653
<b>7,043,075</b>	<b>12,638,710</b>	<b>553,744</b>	<b>524,000</b>	<b>1,341,600</b>	<b>12,299,090</b>
	408,000	(408,000)	408,000	-	-
	958,335	(958,335)	958,335	-	-
-	<b>1,366,335</b>	<b>(1,366,335)</b>	<b>1,366,335</b>	-	-

**Town of Apple Valley**  
**CALCULATION OF PROJECTED FUND BALANCES**  
for the Fiscal Year Ending June 30, 2019

Fund No.	Fund Description	Projected* Fund Balances 07/01/18	Estimated Revenues FY 18-19	Adopted Operating Budget FY 18-19
<b>Capital Improvement Funds:</b>				
4050	NAVISP	1,680,793	6,000	-
4410	Capital Improvement TIF Fund	6,206,633	750,000	-
4710	Animal Control Facilities	139,459	-	-
4720	Law Enforcement Facilities	71,195	-	-
4730	General Government Facilities	245,330	-	-
4740	Public Meeting Facilities	251,322	-	-
4750	Aquatic Facilities	100,710	-	6,500
4760	Storm Drains	2,009,533	198,000	-
4770	Sanitary Sewer Facilities	1,163,959	-	-
4910	Project Manager Grants	(24,013)	1,319	1,319
<b>Subtotal Capital Projects Funds</b>		<b>11,844,921</b>	<b>955,319</b>	<b>7,819</b>
<b>Total Governmental Funds</b>		<b>24,407,867</b>	<b>40,064,199</b>	<b>36,376,380</b>
<b>Enterprise Funds:</b>				
5010	Wastewater	7,814,980	6,870,500	5,148,034
5510	Solid Waste	1,733,405	11,841,800	8,456,938
5710	Apple Valley Golf Course	(3,637,663)	615,500	1,064,666
5810	Apple Valley Choice Energy	446,041	16,302,200	13,669,920
<b>Total Enterprise Funds</b>		<b>6,356,763</b>	<b>35,630,000</b>	<b>28,339,558</b>
<b>Successor Agency - RDA</b>				
2725	VVEDA Successor Agency Fund	1,753,196	1,065,433	1,065,433
2730	AV RDA Successor Agency Fund	119,480	2,634,950	2,634,950
		<b>1,872,676</b>	<b>3,700,383</b>	<b>3,700,383</b>
<b>GRAND TOTAL</b>		<b>32,637,306</b>	<b>79,394,582</b>	<b>68,416,321</b>

\*- These represent Unassigned/Unrestricted balances

<b>Adopted Capital Budget FY 18-19</b>	<b>Total Adopted Budget FY 18-19</b>	<b>Estimated Revenues Over (Under) Adopted Budget</b>	<b>Transfers In</b>	<b>Transfers Out</b>	<b>Projected Ending Fund Balances 6/30/2019</b>
965,274	965,274	(959,274)	-	-	721,519
1,680,333	1,680,333	(930,333)	-	-	5,276,300
-	-	-	-	-	139,459
-	-	-	-	-	71,195
-	-	-	-	-	245,330
-	-	-	-	-	251,322
-	6,500	(6,500)	-	-	94,210
680,000	680,000	(482,000)	-	-	1,527,533
-	-	-	-	-	1,163,959
	1,319	-	-	-	(24,013)
<b>3,325,607</b>	<b>3,333,426</b>	<b>(2,378,107)</b>	-	-	<b>9,466,814</b>
<b>10,368,682</b>	<b>46,745,062</b>	<b>(6,680,863)</b>	<b>7,500,800</b>	<b>3,461,900</b>	<b>21,765,904</b>
1,736,000	6,884,034	(13,534)	-	748,400	7,053,046
	8,456,938	3,384,862	-	2,840,500	2,277,767
-	1,064,666	(449,166)	450,000	-	(3,636,829)
	13,669,920	2,632,280	-	900,000	2,178,321
<b>1,736,000</b>	<b>30,075,558</b>	<b>5,554,442</b>	<b>450,000</b>	<b>4,488,900</b>	<b>7,872,305</b>
-	1,065,433	-	-	-	1,753,196
-	2,634,950	-	-	-	119,480
-	<b>3,700,383</b>	-	-	-	<b>1,872,676</b>
<b>12,104,682</b>	<b>80,521,003</b>	<b>(1,126,421)</b>	<b>7,950,800</b>	<b>7,950,800</b>	<b>31,510,885</b>

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Town of Apple Valley

**SCHEDULE OF INTERFUND TRANSFERS**

FISCAL YEAR 2018-2019

FUND	TRANSFERS IN	TRANSFERS OUT	
Administrative Overhead 2010	\$ 817,600		1
Administrative Overhead 5010	748,400		1
Administrative Overhead 5510	789,400		1
Administrative Overhead 5810	900,000		1
General Fund - 1001	2,051,100		2
General Fund - 1001		1,366,335	4
General Fund - 1001		450,000	5
General Fund - 1001		303,965	6
Street Maintenance - 2010	524,000		3
Street Maintenance - 2010		817,600	1
Local Transportation Fund - 2015		524,000	3
Parks & Recreation - 2510	303,965		6
Debt Service Funds - 4105,4106,4108	1,366,335		4
Administrative Overhead 5010		748,400	1
Administrative Overhead 5510		789,400	1
Waste Management - 5510		2,051,100	2
Apple Valley Golf Course - 5710	450,000		5
Administrative Overhead 5810		900,000	1
Total	<u>\$ 7,950,800</u>	<u>\$ 7,950,800</u>	

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

**BUDGET COMPARISON  
BY FUND/BY DEPARTMENT**

<u>Fund/Department</u>	<u>FY 15-16 Actual</u>	<u>FY 16-17 Actual</u>	<u>FY 17-18 Amended</u>	<u>FY 18-19 Adopted</u>
<b><u>General Fund (1001)</u></b>				
Town Council	250,351	\$ 246,323	\$ 232,127	\$ 235,298
Town Attorney	739,117	1,114,367	620,000	620,000
Town Manager	617,464	527,854	625,310	540,488
Finance	1,317,333	1,168,622	1,140,968	831,192
Town Clerk	484,904	757,184	458,992	413,859
Public Information	573,064	493,979	531,113	312,676
Human Resources	516,533	465,478	433,841	211,501
Information Technology	357,361	307,027	336,000	296,157
General Government	3,948,770	5,329,766	10,896,321	3,213,335
Public Facilities	2,260,382	1,963,573	1,161,624	2,136,153
Public Safety	12,444,942	13,434,956	13,753,922	14,594,833
Emergency Preparedness	77,666	189,464	155,029	141,636
Animal Control	750,826	694,235	757,677	685,948
Animal Shelter	1,291,128	1,228,179	1,300,657	1,315,281
Public Services - Administration	657,040	244,697	150,087	-
Code Enforcement	1,026,505	920,586	963,810	816,237
Building & Safety	601,989	648,586	621,600	764,515
Economic Development	108,409	98,946	114,557	165,868
Engineering	509,832	531,173	360,600	535,600
Community Development	1,005,057	721,893	824,573	685,833
Parks & Recreation	3,513,252	3,720,844	3,479,017	3,010,481
<b>Subtotal Fund 1001</b>	<b>\$ 33,051,925</b>	<b>\$ 34,807,732</b>	<b>\$ 38,917,825</b>	<b>\$ 31,526,891</b>
<b><u>Gas Tax Fund (2010)</u></b>				
Street Maintenance	\$ 2,331,924	\$ 2,342,802	\$ 2,711,939	\$ 2,271,023
Non-Departmental	-	-	-	-
<b>Subtotal Fund 2010</b>	<b>\$ 2,331,924</b>	<b>\$ 2,342,802</b>	<b>\$ 2,711,939</b>	<b>\$ 2,271,023</b>
<b><u>Road Maintenance Rehabilitation Fund (2011)</u></b>				
Street Maintenance				\$ 1,302,450
Non-Departmental	-	-	-	-
<b>Subtotal Fund 2010</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,302,450</b>
<b><u>Article 3 (2013)</u></b>				
Street Capital Projects	\$ 37,545	\$ 722,733	\$ -	\$ -
<b>Subtotal Fund 2015</b>	<b>\$ 37,545</b>	<b>\$ 722,733</b>	<b>\$ -</b>	<b>\$ -</b>
<b><u>Article 8 (2015)</u></b>				
Street Capital Projects	\$ 868,042	\$ 24,849	\$ 535,100	\$ 1,227,000
<b>Subtotal Fund 2015</b>	<b>\$ 868,042</b>	<b>\$ 24,849</b>	<b>\$ 535,100</b>	<b>\$ 1,227,000</b>
<b><u>Measure I - Local (2021)</u></b>				
Street Capital Projects	\$ 1,774,206	\$ 3,013,294	\$ 5,736,317	\$ 5,037,625
<b>Subtotal Fund 2021</b>	<b>\$ 1,774,206</b>	<b>\$ 3,013,294</b>	<b>\$ 5,736,317</b>	<b>\$ 5,037,625</b>
<b><u>Air Pollution Control (2040)</u></b>				
Transit	\$ 51,809	\$ 61,658	\$ 47,320	\$ -
<b>Subtotal Fund 2040</b>	<b>\$ 51,809</b>	<b>\$ 61,658</b>	<b>\$ 47,320</b>	<b>\$ -</b>
<b><u>CDBG (2120)</u></b>				
Community Development	\$ 719,598	\$ 527,970	\$ 968,046	\$ 1,261,423
<b>Subtotal Fund 2120</b>	<b>\$ 719,598</b>	<b>\$ 527,970</b>	<b>\$ 968,046</b>	<b>\$ 1,261,423</b>



**BUDGET COMPARISON  
BY FUND/BY DEPARTMENT**

Fund/Department	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Amended	FY 18-19 Adopted
<b><u>NSP3 (2131)</u></b>				
Community Development	\$ 71,117	\$ 592	\$ 60,000	\$ 200,000
<b>Subtotal Fund 2131</b>	<b>\$ 71,117</b>	<b>\$ 592</b>	<b>\$ 60,000</b>	<b>\$ 200,000</b>
<b><u>Apple Valley Home (2320)</u></b>				
Community Development	\$ 251,914	\$ 211,832	\$ 806,165	\$ 1,195,601
<b>Subtotal Fund 2320</b>	<b>\$ 251,914</b>	<b>\$ 211,832</b>	<b>\$ 806,165</b>	<b>\$ 1,195,601</b>
<b><u>Victorville Home (2330)</u></b>				
Community Development	\$ 321,499	\$ 604,482	\$ 1,060,920	\$ 901,560
<b>Subtotal Fund 2330</b>	<b>\$ 321,499</b>	<b>\$ 604,482</b>	<b>\$ 1,060,920</b>	<b>\$ 901,560</b>
<b><u>Cal Home (2410)</u></b>				
Community Development	\$ 65,958	\$ 113,993	\$ 60,000	\$ 60,000
<b>Subtotal Fund 2410</b>	<b>\$ 65,958</b>	<b>\$ 113,993</b>	<b>\$ 60,000</b>	<b>\$ 60,000</b>
<b><u>Quimby Fund (2520)</u></b>				
Street Capital Projects	\$ -	\$ 8,910	\$ -	\$ -
<b>Subtotal Fund 2520</b>	<b>\$ -</b>	<b>\$ 8,910</b>	<b>\$ -</b>	<b>\$ -</b>
<b><u>Grants Fund (2610)</u></b>				
JAG Grant	\$ -	\$ 20,752	\$ 25,426	\$ -
CALPAL Program	-	-	-	-
Homeland Security	19,767	20,000	15,663	20,267
CAL E M A	113,719	6,625	33,361	33,361
Sobriety Checkpoint	-	-	-	-
<b>Subtotal Fund 2610</b>	<b>\$ 133,486</b>	<b>\$ 47,377</b>	<b>\$ 74,450</b>	<b>\$ 53,628</b>
<b><u>Asset Seizure (2620)</u></b>				
Police	\$ 11,690	\$ -	\$ 12,000	\$ -
<b>Subtotal Fund 2620</b>	<b>\$ 11,690</b>	<b>\$ -</b>	<b>\$ 12,000</b>	<b>\$ -</b>
<b><u>Drug &amp; Gang Prevention (2630)</u></b>				
Police	\$ 3,378	\$ -	\$ -	\$ -
<b>Subtotal Fund 2630</b>	<b>\$ 3,378</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b><u>Lighting &amp; Landscape District (2810)</u></b>				
Right of Way Maintenance	\$ 201,106	\$ 269,313	\$ 460,000	\$ 460,000
Engineering Contractor	7,798	4,200	10,000	10,000
<b>Subtotal Fund 2810</b>	<b>\$ 208,904</b>	<b>\$ 273,513</b>	<b>\$ 470,000</b>	<b>\$ 470,000</b>
<b><u>Blue Cut Fire (2910)</u></b>				
<b>Subtotal Fund 2910</b>	<b>\$ -</b>	<b>\$ 82,787</b>	<b>\$ -</b>	<b>\$ -</b>
<b><u>NAVISP Infrastructure (4050)</u></b>				
NAVISP	\$ 223	\$ -	\$ -	\$ 965,274
<b>Subtotal Fund 4050</b>	<b>\$ 223</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 965,274</b>

**BUDGET COMPARISON  
BY FUND/BY DEPARTMENT**

Fund/Department	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Amended	FY 18-19 Adopted
<b><u>1999 COP's (4105)</u></b>				
Town Hall Debt Service	\$ 389,499	\$ 390,922	\$ 409,000	\$ 408,000
<b>Subtotal Fund 4105</b>	<b>\$ 389,499</b>	<b>\$ 390,922</b>	<b>\$ 409,000</b>	<b>\$ 408,000</b>
<b><u>2001 COP's (4106)</u></b>				
Town Hall Debt Service	\$ 252,068	\$ -	\$ -	\$ -
<b>Subtotal Fund 4106</b>	<b>\$ 252,068</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b><u>2017 Revenue Bonds Refunding (4108)</u></b>				
Town Hall Debt Service	\$ 880,769	\$ 883,156	\$ -	\$ 958,335
<b>Subtotal Fund 4108</b>	<b>\$ 880,769</b>	<b>\$ 883,156</b>	<b>\$ -</b>	<b>\$ 958,335</b>
<b><u>CIP TIF Fund (4410)</u></b>				
Street Capital Projects	\$ 11,776,107	\$ 8,240,508	\$ 2,090,082	\$ 1,680,333
<b>Subtotal Fund 4410</b>	<b>\$ 11,776,107</b>	<b>\$ 8,240,508</b>	<b>\$ 2,090,082</b>	<b>\$ 1,680,333</b>
<b><u>Law Enforcement Facilities (4720)</u></b>				
PD T/I 2014/2015	\$ 29,293	\$ 49,960	\$ 11,000	\$ -
<b>Subtotal Fund 4720</b>	<b>\$ 29,293</b>	<b>\$ 49,960</b>	<b>\$ 11,000</b>	<b>\$ -</b>
<b><u>Aquatic Facilities (4750)</u></b>				
Aquatic Capital Projects	\$ 3,652	\$ -	\$ -	\$ 6,500
<b>Subtotal Fund 4750</b>	<b>\$ 3,652</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 6,500</b>
<b><u>Storm Drains (4760)</u></b>				
Dry Well Projects	\$ 504	\$ -	\$ -	\$ 680,000
Land Acquisition	\$ 40,833	\$ 2,957	\$ 22,500	-
<b>Subtotal Fund 4760</b>	<b>\$ 41,337</b>	<b>\$ 2,957</b>	<b>\$ 22,500</b>	<b>\$ 680,000</b>
<b><u>Project Manager Grants (4910)</u></b>				
DOC Recycling	\$ 10,118	\$ 13,428	\$ -	\$ -
Waste Tire Amnesty	2,506	6,337	-	1,319
MSHCP Plan	-	427,044	-	-
Safe Routes to School	17,297	94,165	-	-
Hwy 18 Village Area Median	-	-	-	-
Special Purpose Grants	228,225	16,956	-	-
<b>Subtotal Fund 4910</b>	<b>\$ 258,146</b>	<b>\$ 557,930</b>	<b>\$ -</b>	<b>\$ 1,319</b>
<b><u>Sewer System Maintenance (5010-5050)</u></b>				
Operations & Maintenance	\$ 4,955,101	\$ 4,054,413	\$ 4,177,459	\$ 3,946,934
Capital Expenditures	1,799,831	1,759,171	1,787,182	3,685,500
<b>Subtotal Fund 5010</b>	<b>\$ 6,754,932</b>	<b>\$ 5,813,584</b>	<b>\$ 5,964,641</b>	<b>\$ 7,632,434</b>

**BUDGET COMPARISON  
BY FUND/BY DEPARTMENT**

<u>Fund/Department</u>	<u>FY 15-16 Actual</u>	<u>FY 16-17 Actual</u>	<u>FY 17-18 Amended</u>	<u>FY 18-19 Adopted</u>
<b><u>Solid Waste (5510)</u></b>				
Waste Management	\$ 9,862,349	\$ 8,061,682	\$ 10,185,838	\$ 10,239,949
Debt Service	202,198	45,912	263,000	268,000
Transfer Out	2,184,783	2,795,042	1,672,540	789,489
<b>Subtotal Fund 5510</b>	<b><u>\$ 12,249,330</u></b>	<b><u>\$ 10,902,636</u></b>	<b><u>\$ 12,121,378</u></b>	<b><u>\$ 11,297,438</u></b>
<b><u>Apple Valley Golf Course (5710)</u></b>				
Non-Departmental	\$ 234,318	\$ 217,017	\$ 145,282	\$ 237,800
Administration	125,807	112,041	233,375	225,875
Food & Beverage	1,727	3,824	-	-
Grounds	594,085	535,603	524,175	447,425
Facilities	72,249	84,835	88,244	86,541
Pro Shop	40,399	74,528	68,525	67,025
<b>Subtotal Fund 5710</b>	<b><u>\$ 1,068,585</u></b>	<b><u>\$ 1,027,848</u></b>	<b><u>\$ 1,059,601</u></b>	<b><u>\$ 1,064,666</u></b>
<b><u>Apple Valley Choice Energy (5810)</u></b>				
Operations & Maintenance	\$ -	\$ 2,906,247	\$ 14,050,906	\$ 14,569,920
<b>Subtotal Fund 5810</b>	<b><u>                    </u></b>	<b><u>\$ 2,906,247</u></b>	<b><u>\$ 14,050,906</u></b>	<b><u>\$ 14,569,920</u></b>
<b><u>Successor Agency - RDA</u></b>				
VVEDA RORF	\$ 1,157,395	\$ 1,149,303	\$ 1,063,251	\$ 1,065,433
PA#2 RORF	6,084,156	2,599,114	2,854,401	2,634,950
<b>Subtotal RDA Funds</b>	<b><u>\$ 7,241,551</u></b>	<b><u>\$ 3,748,417</u></b>	<b><u>\$ 3,917,652</u></b>	<b><u>\$ 3,700,383</u></b>
<b>Grand Total</b>	<b><u>\$ 80,819,194</u></b>	<b><u>\$ 77,368,688</u></b>	<b><u>\$ 91,106,842</u></b>	<b><u>\$ 88,471,803</u></b>

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

Description	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Amended	FY 18-19 Adopted
Salaries & Benefits				
Salaries Regular	7,254,679	6,723,094	6,744,526	5,814,980
Salaries Part-Time	802,473	799,943	872,930	979,883
Part Time Sick Leave	8,981	9,338	500	500
Overtime	28,340	68,808	41,231	31,802
Cafeteria Benefits	1,058,606	966,901	1,022,077	910,358
Deferred Comp	150,960	141,676	161,954	1,698
FICA	-	-	797	-
RHS	-	31,787	33,194	39,105
Health Benefits - Retirees	191,519	150,280	170,000	160,000
Medicare	119,476	112,841	111,242	94,422
PERS	2,032,644	1,590,245	1,547,710	1,271,638
Auto Allowance	-	82,128	85,440	72,139
Direct Housing Loan Costs	(79,253)	(45,707)	-	(137,978)
Blue Cut Fire	-	6,856	-	-
Pension GASB 68	(64,255)	115,080	-	-
Uniform Expenses	35,754	28,933	36,250	37,185
<b>Salaries &amp; Benefits</b>	<b>11,539,924</b>	<b>10,782,203</b>	<b>10,827,851</b>	<b>9,275,732</b>
Advertising/Marketing	155,020	69,452	269,450	100,452
Banking Fees - check 21	3,916	3,745	3,400	3,400
Council & Commissioners	481	-	1,000	1,000
Credit Card Costs	129,857	151,704	124,000	134,500
Disposal Services	47,010	45,087	51,557	47,350
Education & Training	65,667	39,575	55,950	35,425
Insurance	926,323	867,031	1,221,800	1,150,000
Meetings & Conferences	127,269	104,667	143,535	120,255
Membership & Dues	60,691	72,753	98,780	141,200
Mileage Exp/Allowance	92,993	4,919	14,655	16,750
Miscellaneous Costs	12,736	19,030	14,650	15,625
Office Supplies/Exp	39,755	32,886	42,375	38,180
Postage	79,918	72,552	72,700	79,000
Printing	77,501	82,682	110,300	105,750
Rent	-	7,684	-	-
Subscriptions	5,363	-	8,200	7,000
Utilities: Phone, Internet, Cell Phones	156,334	152,062	132,040	163,225
Utilities: Electricity Usage	580,465	549,409	625,375	611,600
Utilities: Natural Gas Usage	101,512	105,924	105,895	102,050
Utilities: Water Usage	650,236	820,803	712,650	682,100
Animal Food Supplies	461	690	1,000	750
Assessment District Costs	5,377	5,377	7,900	6,000
Bad Debt	15,174	76,789	91,000	70,000
Concession (Resale) Costs	3,878	4,841	4,125	4,125
Election	(60)	327,824	-	90,000
Gift Certificates	(136)	1,060	-	-
Graffiti Removal & Supplies	39,045	28,585	23,000	24,000
Grand Openings/Ground Breakings	-	2,619	1,500	1,500
Hardware/Software Supplies/Exp	85,479	31,657	61,950	61,000
License & Fees	568	1,937	1,250	2,000
Management Fee	88,000	96,000	96,000	96,000
NPDES Compliance	130,608	112,178	125,000	130,000
NPDES - CAA	24,234	41,574	30,000	25,000
Public Information	3,268	3,967	10,350	9,100
Range Supplies	8,563	9,397	3,500	3,500

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

Description	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Amended	FY 18-19 Adopted
Safety & Security	13,950	12,864	19,831	21,545
Signing	-	281	400	360
Special Dept Supplies/Exp	44,357	38,195	64,575	42,567
Staff Services	12,107	6,755	11,850	9,500
Vandalism Repairs	917	671	10,350	6,860
Power Procurement	-	2,094,079	11,503,100	11,585,900
NEM True-UP Payments	-	2,146	3,000	100,000
Rate Stabilization	-	-	-	489,070
Required Mailings	-	34,671	26,600	30,000
Prior Period Adjustment	-	(521,279)	-	-
<b>General Operating</b>	<b>3,788,836</b>	<b>5,614,843</b>	<b>15,904,593</b>	<b>16,363,639</b>
CDBG	385,124	392,669	388,169	763,565
CHDO	7,835	409,891	588,497	835,072
Down Payment Assistance	-	-	60,000	60,000
HOME Administration	31,659	-	16,340	16,340
Mortgage Assistance Program	24,900	-	-	-
Marketing	5,275	4,936	9,682	6,000
Neighborhood Stabilization Prog	74,194	-	60,000	200,000
Residential Rehab Loans	237,216	-	695,670	1,033,360
Sponsorships	4,250	2,950	4,000	9,000
Senior Home Repair	249,252	287,107	229,472	473,315
Trade Shows	26,480	18,997	32,000	28,000
Victorville CHDO Project 13/14	-	-	509,756	28,000
Tire Grant Park	-	-	140,520	-
Loan to 80% for ERAF	-	-	218,051	-
<b>Community Development</b>	<b>1,046,185</b>	<b>1,116,550</b>	<b>2,952,157</b>	<b>3,452,652</b>
<b>Building Maintenance</b>	<b>136,548</b>	<b>142,642</b>	<b>165,835</b>	<b>150,450</b>
<b>Grounds Maintenance</b>	<b>150,471</b>	<b>276,313</b>	<b>170,200</b>	<b>166,080</b>
<b>PIO Events</b>	<b>112,275</b>	<b>74,285</b>	<b>70,800</b>	<b>43,300</b>
Drainage Maint. & Repairs	-	150	15,000	15,000
Paving and Sealing - Engineering	68,450	69,904	-	-
Right-of-Way Maintenance	301,709	319,928	555,000	550,000
Sewer System Maintenance	74,399	99,824	75,000	150,000
Sewer Treatment	1,879,614	2,105,791	2,100,000	2,300,000
Signal & Lighting Maint	108,214	99,794	120,000	135,000
Signal & Lighting Maint - Engineering	-	4,991	-	-
Signing	37,812	30,733	30,000	45,000
Small Tools	8,202	9,902	11,250	19,150
Street Repairs	88,795	77,276	150,000	95,000
Street Repairs: Adopt a Street	-	2,583	3,000	3,000
Street Striping	26,430	14,996	50,000	70,000
Street Striping - Engineering	-	683	-	-
Street Sweeping	14,830	11,926	17,000	20,000
Transit Services	4,238	189	19,000	19,000
<b>Public Works</b>	<b>2,612,693</b>	<b>2,848,670</b>	<b>3,145,250</b>	<b>3,421,150</b>
<b>Culture and Recreation</b>	<b>220,631</b>	<b>178,966</b>	<b>225,658</b>	<b>220,857</b>

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

Description	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Amended	FY 18-19 Adopted
ACS	151,093	154,145	175,000	125,000
Audit	37,900	38,168	53,200	51,500
AVCO Disposal	5,715,322	5,861,649	5,900,000	5,916,844
Building & Safety Contractor	600,713	646,810	619,500	762,200
Cal-ID Systems	78,538	84,907	88,095	88,150
Contract Services	2,263,462	2,513,325	2,921,352	2,297,252
County Sheriff	12,043,256	12,947,829	13,209,109	13,986,796
County Solid Waste	1,537,525	1,505,327	1,575,000	1,536,845
Drugs/Vaccinations	49,965	41,083	40,700	38,000
Emergency Vet Service	2,210	16,461	3,545	3,250
Engineering Contractor	616,345	627,295	446,000	621,000
Filing Fees	2,260	-	4,000	2,000
Household Hazardous Waste	85,471	91,339	98,900	100,900
Legal	751,945	1,116,881	621,025	620,250
Acquisition	-	-	-	485,000
MRF Operations/Admin	220,204	125,813	250,000	250,000
Organic Recycling	14,714	14,567	13,000	13,000
Solid Waste JPA	28,261	30,882	50,000	50,000
Spay/Neuter Program	132,738	117,706	113,700	108,000
Stiles Removal/D & D Removal	12,804	12,804	13,680	13,680
PEG	24,156	2,296	62,855	122,000
Unfunded Loan Costs	9,834	19,535	-	-
<b>Contract and Professional Services</b>	<b>24,378,716</b>	<b>25,968,822</b>	<b>26,258,661</b>	<b>27,191,667</b>
Communications Equip	1,836	1,794	4,650	12,200
Equipment Maintenance	61,237	62,439	68,850	67,370
Equipment Rental	479	-	3,450	2,470
Gasoline, Diesel, Oil	304,586	294,711	391,500	415,100
Leased Equipment	209,068	172,450	253,285	173,400
Safety Equipment	2,381	4,130	8,000	9,475
Vehicle Maintenance	179,904	182,770	194,200	224,300
Vehicle Replacement	-	85	-	500
<b>Vehicles &amp; Equipment (non-capital)</b>	<b>759,491</b>	<b>718,379</b>	<b>923,935</b>	<b>904,815</b>
<b>Capital Equipment</b>	<b>49,079</b>	<b>38,524</b>	<b>1,196,834</b>	<b>244,500</b>
AV Desert Water Reuse	-	-	-	1,373,000
AV Village Accessibility	34,754	-	1,607	463,000
AV Village SR18 Corridor Enhancement	-	-	-	87,000
AV Rd/Town Center Imp	-	190,211	160,000	-
AV Rd Rehab-BV to Town Center	2,591	-	-	-
AV Safe Routes to School	159,645	95,706	43,772	2,810,625
VR RD at Tuscola	332,461	-	-	-
Bear Valley Bike Path, Phase I	37,546	439,400	-	-
Bear Valley Bridge Rehab	114,770	190,818	2,204,850	600,000
Bear Valley rd/ Mohawk Signal	7,952	-	-	-
BV Intersection Improvements	-	-	-	50,000
Bear Valley Road Commercial Corridor	-	-	-	250,000
Bus Stop Imp BV to Central	650	24,849	-	240,000
Capital Projects	102,511	51,418	476,000	363,000
Corwin/Tao Signal Design	15,881	-	-	-

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

Description	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Amended	FY 18-19 Adopted
Change in Invest Joint Venture	67,561	-	-	-
Dale Evans Parkway@Waalew Road	-	56,828	22,500	25,000
Dale Evans Improvements	-	-	110,000	-
Dry Wells	-	-	-	380,000
High Desert Corridor	1,654	636	25,000	10,000
Hwy 18 Shoulder Widening	19,102	8,257	56,476	-
Hwy 18 AV Rd Imp	-	-	-	200,000
Hwy 18 Village Area Project	2,244	-	-	-
Lafayette @ Dale Evans	-	-	1,230,333	1,230,333
Kiowa (Bear Valley & Tussing)	29,679	-	-	-
Mojave Riverwalk South	46,400	987,566	-	-
Land Acquisition	353,507	19,611	-	300,000
Navajo Rd Rehab (BV to Hwy 18)	7,029	21,719	960,000	-
NAVISP	223	-	-	965,274
PD - T/I 2014-2015	8,325	-	-	-
Paving-PMS Priorities	753,835	60,629	2,000,000	2,302,450
Powhatan Road Street Imp	277,577	-	-	-
Ramona Road Widening	444,369	588,273	-	-
Rancherias Road Resurface	6,679	198	-	-
Rio Vista Academy Sidewalk Imp	-	-	-	50,000
San Bag Congestion Mgmt Plan Cont	-	-	5,000	5,000
SR25 Rancho Verde Elementary	28,128	426,179	-	-
Standing Rock @ Hwy 18	-	-	95,000	-
Tao Road	-	3,854	-	-
Town Wide Class II Bikeway	12,791	40,544	5,000	-
Wiki Road	-	-	-	200,000
Yucca Loma Bridge	9,615,575	509,136	423,356	200,000
Yucca Loma Elementary School	17,297	541,906	5,000	-
Yucca Loma Road Widening	2,124,549	7,646,519	480,113	-
<b>Capital Projects</b>	<b>14,625,285</b>	<b>11,904,257</b>	<b>8,304,007</b>	<b>12,104,682</b>
<b>Interfund Transfers</b>	<b>14,282,559</b>	<b>10,909,299</b>	<b>14,976,286</b>	<b>7,950,800</b>
<b>Depreciation and Amortization</b>	<b>1,857,867</b>	<b>1,894,314</b>	<b>1,870,975</b>	<b>1,932,561</b>
<b>Debt Service</b>	<b>5,258,635</b>	<b>4,900,621</b>	<b>4,113,800</b>	<b>5,048,918</b>
<b>Total Appropriations - All Funds</b>	<b>80,819,194</b>	<b>77,368,688</b>	<b>91,106,842</b>	<b>88,471,803</b>

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Town of Apple Valley



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

	2010	2011	2012	2013	2014	2015	2016	2017
Assessed valuation	5,048,428,091	4,551,514,104	4,519,225,930	4,490,384,930	4,602,460,138	4,842,129,422	5,110,897,334	5,364,373,761
Conversion percentage	25%	25%	25%	25%	25%	25%	25%	25%
Adjusted assessed valuation	1,262,107,023	1,137,878,526	1,129,806,483	1,122,596,233	1,150,615,035	1,210,532,356	1,277,724,334	1,341,093,440
Debt limit percentage	15%	15%	15%	15%	15%	15%	15%	15%
Debt limit	189,316,053	170,681,779	169,470,972	168,389,435	172,592,255	181,579,853	191,658,650	201,164,016
Total net debt applicable to limit: Certificates of Participation	15,815,000	14,845,000	13,840,000	12,795,000	11,720,000	10,545,526	9,398,456	8,531,386
Legal debt margin	173,501,053	155,836,779	155,630,972	155,594,435	160,872,255	171,034,327	182,260,194	192,632,630
Total debt applicable to the limit as a percentage of debt limit	8.4%	8.7%	8.2%	7.6%	6.8%	5.8%	4.9%	4.2%

Source: San Bernardino County Assessor's Office 2016/2017 Combined Tax Rolls

## ***DESCRIPTION OF THE TOWN'S BONDED DEBT OBLIGATIONS***

**1999 Certificates of Participation** - On September 1, 1999, the Town of Apple Valley sold Certificates of Participation in the principal amount of \$5,895,000. The Certificates were issued to provide funds to finance the construction and equipping of a new Town Hall facility and a new County office building. The Apple Valley Town Hall consists of a 26,000 square foot single-story structure that houses the Town's administrative offices. The County office building consists of a 19,000 square foot single-story structure that houses the San Bernardino County Sheriff office for the purpose of providing law enforcement service to the Town. The Certificates bear an interest rate of approximately 5.5% payable semi-annually on March 1 and September 1 of each year. The Certificates mature annually from September 1, 2001 through September 1, 2019 in amounts ranging from \$245,000 to \$385,000.

**2005 Tax Allocation Bonds** - In May of 2005, the Apple Valley Redevelopment Agency issued \$8,130,000 in Tax Allocation Bonds to finance certain public capital improvements benefiting the portion of the Victor Valley Economic Development Authority (VVEDA) Project Area that is within the Jurisdiction of the Town. The VVEDA is a joint exercise of powers authority established in 1989 of which the Town is a member. The bonds are special obligations of the Agency and are payable exclusively from Pledged Tax Revenues. The bonds mature in amounts from \$130,000 to \$485,000 annually from 2006 to 2035 with interest payments of 3.00% to 4.750% payable semi-annually on June 1 and December 1 of each year.

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

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

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

**Obligation Under Installment Purchase Agreement** - On June 1, 2004, the Town of Apple Valley entered into an installment purchase agreement with the Mojave Desert and Mountain Integrated Waste Management Authority ("Authority"). The agreement was established when the Authority issued \$5,910,000 Project Revenue Refunding Bonds series 2004. The Bonds were issued to refund the \$6,825,000 Project Revenue Bonds, which were originally issued to fund the design and construction of the Victor Valley Materials Recovery Facility. The Town owns one-half undivided interest in the Materials Recovery Facility.

The Town is obligated to make monthly installment purchase payments to the Authority commencing July 1, 2004 equal to the sum of (1) one-twelfth of the next principal payment and (2) one-sixth of the next interest payment. Interest on the installment purchase obligation ranges from 2% to 5.1% and total annual principal installments range from \$135,000 to \$252,500. The Town's installment payments to the Authority are solely from service revenues, which consist primarily of rates and charges imposed by the Town for solid waste management services.

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

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Town of Apple Valley

## SCHEDULE OF BONDED DEBT SERVICE REQUIREMENTS TO MATURITY

The projected annual requirements to amortize bonds payable by the Town as of June 30, 2018, are as follows (excluding loans payable, advances from other funds and other obligations for which minimum annual payments have not been established):

Year Ending June 30	1999 Certificates of Participation	2005		2007		2017		Obligation Under	
		Tax Allocation Bonds	Tax Allocation Bonds	Tax Allocation Bonds	Project Area 2	Site and Facility Lease	Installment Purchase Agreement	Totals	
2019	\$ 426,837	\$ 508,833	\$ 548,800	\$ 2,384,950	\$ 955,335	\$ 267,547	\$ 5,092,302		
2020	427,075	513,903	544,613	2,386,750	978,803	236,210	5,087,354		
2021	-	513,222	544,937	2,381,500	976,327	-	4,415,986		
2022	-	506,725	549,812	2,384,000	983,128	-	4,423,665		
2023	-	510,003	549,013	2,378,750	979,202	-	4,416,968		
2024	-	507,603	552,137	2,386,000	979,625	-	4,425,365		
2025	-	514,753	544,550	2,380,000	979,323	-	4,418,626		
2026	-	511,000	546,725	2,381,250	978,295	-	4,417,270		
2027	-	510,388	548,188	2,384,610	981,470	-	4,424,656		
2028	-	509,038	548,937	2,384,980	973,920	-	4,416,875		
2029	-	511,938	543,975	2,384,420	-	-	3,440,333		
2030	-	513,850	543,538	2,385,500	-	-	3,442,888		
2031	-	509,775	547,387	2,384,750	-	-	3,441,912		
2032	-	509,950	545,288	2,385,000	-	-	3,440,238		
2033	-	514,138	542,475	2,386,000	-	-	3,442,613		
2034	-	512,088	543,950	2,382,500	-	-	3,438,538		
2035	-	509,038	549,475	2,384,500	-	-	3,443,013		
2036	-	-	1,058,813	2,381,500	-	-	3,440,313		
2037	-	-	1,057,975	2,383,500	-	-	3,441,475		
<b>Total Principal and Interest</b>	<b>\$ 853,912</b>	<b>\$ 8,686,245</b>	<b>\$ 11,410,588</b>	<b>\$ 45,290,460</b>	<b>\$ 9,765,428</b>	<b>\$ 503,757</b>	<b>\$ 76,510,390</b>		
<b>Less Interest Payments</b>	<b>(93,912)</b>	<b>(2,876,245)</b>	<b>(4,225,588)</b>	<b>(16,355,460)</b>	<b>(1,290,428)</b>	<b>(36,018)</b>	<b>(24,877,651)</b>		
<b>Outstanding Principal</b>	<b>\$ 760,000</b>	<b>\$ 5,810,000</b>	<b>\$ 7,185,000</b>	<b>\$ 28,935,000</b>	<b>\$ 8,475,000</b>	<b>\$ 467,739</b>	<b>\$ 51,632,739</b>		

## LONG-TERM DEBT OUTSTANDING FISCAL YEAR ENDED JUNE 30, 2018

	Beginning Balance July 1, 2017	Additions	Reductions	Projected Balance June 30, 2018	Due During Fiscal Year 2018-19
<b>Governmental Activities:</b>					
Certificates of Participation:					
1999 Certificates of Participation	\$ 1,125,000	\$ -	\$ (365,000)	\$ 760,000	\$ 375,000
Total Certificates of Participation	<u>1,125,000</u>	<u>-</u>	<u>(365,000)</u>	<u>760,000</u>	<u>375,000</u>
2005 Tax Allocation Bonds	6,035,000		(225,000)	5,810,000	235,000
Unamortized Premium on Tax Allocation Bonds	29,802		(1,664)	28,138	-
2007 Tax Allocation Bonds VVEDA Project Area	7,380,000		(195,000)	7,185,000	210,000
Unamortized Discount on Tax Allocation Bonds VVEDA Project Area	(189,143)		9,497	(179,646)	-
2007 Tax Allocation Bonds Project Area 2	29,855,000		(920,000)	28,935,000	960,000
Unamortized Premium on Tax Allocation Bonds Project Area 2	82,006		(4,101)	77,905	-
Total Tax Allocation Bonds	<u>43,192,665</u>	<u>-</u>	<u>(1,336,268)</u>	<u>41,856,397</u>	<u>1,405,000</u>
2007 Lease Revenue Bonds Series A	7,465,000		(7,465,000)	-	-
Unamortized Discount on Lease Revenue Bonds	(58,614)		58,614	-	-
Total Lease Revenue Bonds	<u>7,406,386</u>	<u>-</u>	<u>(7,406,386)</u>	<u>-</u>	<u>-</u>
2017 Site and Facility Lease	-	8,475,000	-	8,475,000	720,000
Compensated Absences	977,455	*	*	977,455	*
Claims Payable	785,950	*	*	785,950	*
Net Pension Liability	11,239,816	*	*	11,239,816	*
Net OPEB Obligation	2,250,557	*	*	2,250,557	-
Total Governmental Activities	<u>\$ 66,977,829</u>	<u>\$ 8,475,000</u>	<u>\$ (9,107,654)</u>	<u>\$ 66,345,175</u>	<u>\$ 2,500,000</u>
<b>Business-type Activities:</b>					
Net Pension Liability	\$ 923,170	\$ *	\$ *	\$ 923,170	\$ *
Obligation Under Installment Purchase Agreement	698,781		(231,042)	467,739	243,333
Total Business-type Activity	<u>\$ 1,621,951</u>	<u>\$ -</u>	<u>\$ (231,042)</u>	<u>\$ 1,390,909</u>	<u>\$ 243,333</u>

\*= Data not available at this time.

**Town of Apple Valley**

**Master Staffing Plan FY 2018-2019**

Job Classification	# of Positions Authorized	Position % of FTE	Authorized FTE's	Budgeted FTE's	Salary Range
<b>Department: Town Council</b>					
Council Members	5.00	50%	2.50	2.50	NR
<b>Total Council:</b>	<b>5.00</b>		<b>2.50</b>	<b>2.50</b>	
<b>Department: Town Manager</b>					
Town Manager	1.00	90%	0.90	0.90	NR
Special Projects Manager	1.00	100%	1.00	1.00	NR
Executive Assistant	1.00	100%	1.00	1.00	52
<b>Total Town Manager:</b>	<b>3.00</b>		<b>2.90</b>	<b>2.90</b>	
<b>Department: Finance</b>					
Director of Finance	1.00	88%	0.88	0.88	NR
Finance Manager	1.00	94%	0.94	0.94	NR
Administrative Analyst II	1.00	47%	0.47	0.47	58
Executive Secretary	1.00	95%	0.95	0.95	50
Accountant I	1.00	91%	0.91	0.91	46
Account Clerk II	3.00	100%	3.00	3.00	36
<b>Total Finance:</b>	<b>8.00</b>		<b>7.15</b>	<b>7.15</b>	
<b>Department: Town Clerk</b>					
Town Clerk	1.00	96%	0.95	0.95	NR
Deputy Town Clerk	1.00	100%	1.00	1.00	49
Records Technician *	1.00	0%	0.00	0.00	36
<b>Total Town Clerk:</b>	<b>3.00</b>		<b>1.95</b>	<b>1.95</b>	
<b>Department: Public Information</b>					
Public Relations Specialist	2.00	100%	2.00	2.00	49
Administrative Secretary	1.00	25%	0.25	0.25	44
<b>Total Public Information:</b>	<b>3.00</b>		<b>2.25</b>	<b>2.25</b>	
<b>Department: Human Resources</b>					
Administrative Analyst II	1.00	47%	0.47	0.47	58
Administrative Analyst I	1.00	100%	1.00	1.00	52
Program Assistant	1.00	50%	0.50	0.50	15
<b>Total Human Resources/Risk Mngmt:</b>	<b>3.00</b>		<b>1.97</b>	<b>1.97</b>	
<b>Department: Information Systems</b>					
Information Systems Supervisor	1.00	100%	1.00	1.00	60
Information Systems Technician	1.00	100%	1.00	1.00	42
<b>Total Information Systems</b>	<b>2.00</b>		<b>2.00</b>	<b>2.00</b>	
<b>Department: Economic Development</b>					
Assistant Director of Econ Dev & Housing	1.00	70%	0.70	0.70	NR
Town Manager	1.00	10%	0.10	0.10	NR
Town Clerk	1.00	5%	0.05	0.05	NR
Director of Finance	1.00	12%	0.12	0.12	NR
Finance Manager	1.00	6%	0.06	0.06	NR
Administrative Analyst II	1.00	6%	0.06	0.06	58
Executive Secretary	1.00	2%	0.05	0.05	50
Accountant I	1.00	9%	0.09	0.09	46
Administrative Secretary	1.00	75%	0.75	0.75	44
<b>Total Economic Development:</b>	<b>9.00</b>		<b>1.98</b>	<b>1.98</b>	
<b>Department: Emerg. Prepare / Risk Mgmt</b>					
Emergency Services Officer	1.00	100%	1.00	1.00	58
Sr. Office Assistant (PT)	0.60	100%	0.60	0.60	32
<b>Total Emerg. Prepare / Risk Mgmt:</b>	<b>1.60</b>		<b>1.60</b>	<b>1.60</b>	

**Town of Apple Valley**

**Master Staffing Plan FY 2018-2019**

Job Classification	# of Positions Authorized	Position % of FTE	Authorized FTE's	Budgeted FTE's	Salary Range
<b>Department: Community Dev. / Planning</b>					
Assistant Town Manager	1.00	90%	0.90	0.90	NR
Assistant Director of Community Development	1.00	60%	0.60	0.60	68
Associate Planner	1.00	100%	1.00	1.00	56
Assistant Planner*	1.00	0%	0.00	0.00	50
Executive Secretary	1.00	100%	1.00	1.00	50
Program Assistant	1.00	0%	0.00	0.00	11
Commissioners	5.00	25%	1.25	1.25	NR
<b>Total Community Dev. / Planning:</b>	<b>11.00</b>		<b>4.75</b>	<b>4.75</b>	
<b>Department: Community Dev. / Housing</b>					
Assistant Director of Econ Dev & Housing	1.00	30%	0.30	0.30	NR
Assistant Town Manager	1.00	5%	0.05	0.05	NR
Housing Comm.Dev. Specialist II	1.00	100%	1.00	1.00	60
Housing Comm. Dev Specialist I	1.00	62%	0.62	0.62	54
<b>Total Community Dev. / Housing:</b>	<b>4.00</b>		<b>1.97</b>	<b>1.97</b>	
<b>Department: Code Enforcement</b>					
Assistant Director of Community Development	1.00	40%	0.40	0.40	NR
Code Enforcement Supervisor	1.00	100%	1.00	1.00	58
Code Enforcement Officer II	6.00	100%	4.00	4.00	48
Code Enforcement Officer I	1.00	100%	1.00	1.00	42
Community Enhancement Officer	1.00	50%	0.50	0.50	40
Code Enforcement Technician - PT	1.00	50%	0.50	0.50	38
<b>Total Code Enforcement:</b>	<b>11.00</b>		<b>7.40</b>	<b>7.40</b>	
<b>Department: Animal Services</b>					
Director of Animal Services	1.00	100%	1.00	1.00	NR
Animal Services Supervisor	2.00	100%	2.00	2.00	52
Sr. Animal Services Officer	2.00	100%	2.00	2.00	48
Animal Services Officer II	2.00	100%	2.00	2.00	42
Animal Services Technician	6.00	100%	6.00	6.00	36
Animal Health Assistant	1.00	100%	1.00	1.00	35
Senior Animal Services Specialist	1.00	100%	1.00	1.00	35
Office Assistant	1.00	100%	1.00	1.00	26
Animal Services Assistant	3.00	100%	3.00	3.00	24
Animal Services Assistant - PT	2.00	50%	1.00	1.00	24
Program Assistant	6.00	50%	3.00	3.00	11
<b>Total Animal Services /Shelter:</b>	<b>27.00</b>		<b>23.00</b>	<b>23.00</b>	
<b>Department: Police Department</b>					
Sr. Office Assistant (PT)	1.00	50%	0.30	0.30	32
PAL Office Assistant (PT)	1.00	48%	0.48	0.48	NR
PAL Boxing Coach (PT)	1.00	48%	0.48	0.48	NR
<b>Total Police Department:</b>	<b>3.00</b>		<b>1.26</b>	<b>1.26</b>	
<b>Department: Recreation / Maintenance</b>					
Maintenance Supervisor	1.00	100%	0.25	0.25	56
Maintenance Worker II	2.00	100%	0.26	0.26	37
Custodian	1.00	44%	0.44	0.44	27
Custodian (PT)	1.00	44%	0.44	0.44	27
Custodial Aide (PT)	1.00	36%	0.36	0.36	18
<b>Total Recreation / Maintenance:</b>	<b>6.00</b>	<b>3.24</b>	<b>1.75</b>	<b>1.75</b>	

\*Authorized but not funded



**Town of Apple Valley**

**Master Staffing Plan FY 2018-2019**

Job Classification	# of Positions Authorized	Position % of FTE	Authorized FTE's	Budgeted FTE's	Salary Range
<b>Department: Recreation / Recreation</b>					
Parks & Recreation Manager	1.00	78%	0.78	0.78	NR
Recreation Supervisor	2.00	100%	1.00	1.00	48
Administrative Secretary	1.00	91%	0.91	0.91	44
Maintenance Supervisor	1.00	19%	0.19	0.19	56
Maintenance Worker II	1.00	36%	0.36	0.36	37
Sr Office Assistant	1.00	98%	0.98	0.98	32
Recreation Specialist	3.00	100%	3.00	3.00	30
Custodian	1.00	3%	0.03	0.03	27
Office Assistant	1.00	100%	1.00	1.00	26
Recreation Assistant	2.57	100%	2.57	2.57	22
Sr. Lifeguard (PT)	1.00	29%	0.29	0.29	20
Lifeguard (Various PT)	7.40	50%	3.70	3.70	16
Recreation Leader II (PT)	8.90	50%	4.45	4.45	16
Recreation Leader I (PT)	11.63	50%	5.82	5.82	11
Commissioner	5.00	25%	1.25	1.25	NR
<b>Total Recreation / Recreation:</b>	<b>48.50</b>		<b>26.33</b>	<b>26.33</b>	
<b>Department: Public Works / Street Maintenance</b>					
Director of Public Works	1.00	33%	0.33	0.33	NR
Administrative Analyst II	1.00	50%	0.50	0.50	58
Public Works Supervisor	1.00	100%	1.00	1.00	56
Administrative Secretary	1.00	20%	0.20	0.20	44
Senior Maintenance Worker	1.00	50%	0.50	0.50	41
Maintenance Worker II	2.00	100%	2.00	2.00	37
Maintenance Worker I	2.00	100%	2.00	2.00	33
Custodian	1.00	50%	0.50	0.50	27
<b>Total Public Works / Street Maintenance:</b>	<b>10.00</b>		<b>7.03</b>	<b>7.03</b>	
<b>Department: Public Works / Wastewater</b>					
Director of Public Works	1.00	34%	0.34	0.34	NR
Administrative Analyst II	1.00	50%	0.50	0.50	58
Public Works Supervisor	1.00	50%	0.50	0.50	56
Comm & Housing Dev. Specialist I	1.00	50%	0.50	0.50	54
Administrative Secretary	1.00	20%	0.20	0.20	44
Senior Maintenance Worker	1.00	50%	0.50	0.50	41
Maintenance Worker II	2.00	100%	2.00	2.00	37
Maintenance Worker I	1.00	100%	1.00	1.00	33
Custodian	1.00	50%	0.50	0.50	27
<b>Total Public Works / Wastewater:</b>	<b>10.00</b>		<b>6.04</b>	<b>6.04</b>	
<b>Department: Public Works / Grounds</b>					
Director of Public Works	1.00	33%	0.33	0.33	NR
Public Works Supervisor	1.00	46%	0.46	0.46	56
Grounds Services Worker III	1.00	92%	0.92	0.92	33
Grounds Services Worker II	2.67	100%	2.67	2.67	29
Grounds Services Worker I	3.00	100%	3.00	3.00	25
Grounds Services Aide (PT)	8.00	35%	2.77	2.77	16
<b>Total Public Works / Grounds:</b>	<b>16.67</b>		<b>10.15</b>	<b>10.15</b>	
<b>Department: Public Services / Solid Waste</b>					
Asst Director of Engery and Environ Services	1.00	25%	0.25	0.25	NR
Administrative Secretary	1.00	30%	0.30	0.30	44
Account Clerk II	1.00	100%	1.00	1.00	36
Hazardous Water Operator	4.00	15%	0.60	0.60	15
<b>Total Public Services / Solid Waste:</b>	<b>7.00</b>		<b>2.15</b>	<b>2.15</b>	

**Town of Apple Valley**

**Master Staffing Plan FY 2018-2019**

Job Classification	# of Positions Authorized	Position % of FTE	Authorized FTE's	Budgeted FTE's	Salary Range
<b>Department: Facilities</b>					
Parks & Recreation Manager	1.00	22%	0.22	0.22	NR
Public Works Supervisor	1.00	4%	0.04	0.04	56
Administrative Secretary	1.00	9%	0.09	0.09	44
Maintenance Supervisor	1.00	49%	0.49	0.49	41
Maintenance Worker II	1.00	31%	0.31	0.31	37
Grounds Services Worker III	1.00	8%	0.08	0.08	33
Senior Office Assistant	1.00	2%	0.02	0.02	32
Grounds Services Worker II	1.00	33%	0.33	0.33	29
Custodian	2.00	76%	1.53	1.53	27
Custodian (PT)	2.00	44%	0.87	0.87	27
Custodial Aide (PT)	4.00	59%	2.39	2.39	21
Grounds Services Aide (PT)	4.00	40%	1.61	1.61	21
<b>Total Facilities:</b>	<b>20.00</b>		<b>7.98</b>	<b>7.98</b>	
<b>Department: Recreation / Golf Course</b>					
Maintenance Supervisor	1.00	7%	0.07	0.07	56
Maintenance Worker II	1.00	7%	0.07	0.07	37
Custodian	1.00	1%	0.01	0.01	27
<b>Total Recreation / Golf Course:</b>	<b>3.00</b>		<b>0.15</b>	<b>0.15</b>	
<b>Department: Apple Valley Choice Energy</b>					
Public Services Manager	1.00	75%	0.75	0.75	NR
Administrative Analyst I	1.00	100%	1.00	1.00	52
Sr. Office Assistant	1.00	70%	0.30	0.30	32
<b>Total Apple Valley Choice Energy:</b>	<b>3.00</b>		<b>2.05</b>	<b>2.05</b>	
<b>Totals</b>	<b>216.77</b>		<b>125.31</b>	<b>125.31</b>	

**Town of Apple Valley**

**4 Year Personnel Summary**

<b>Job Classification</b>	<b>FY 15-16 Actual FTE</b>	<b>FY 16-17 Actual FTE</b>	<b>FY 17-18 Actual FTE</b>	<b>FY 18-19 Adopted FTE</b>
<b>Department: Council</b>				
Council Member (PT)	2.50	2.50	2.50	2.50
<b>Total Council:</b>	<b>2.50</b>	<b>2.50</b>	<b>2.50</b>	<b>2.50</b>
<b>Department: Town Manager</b>				
Town Manager	0.94	0.94	0.94	0.90
Special Projects Manager	1.00	1.00	1.00	1.00
Executive Secretary	1.00	1.00	1.00	1.00
<b>Total Town Manager:</b>	<b>2.94</b>	<b>2.94</b>	<b>2.94</b>	<b>2.90</b>
<b>Department: Finance</b>				
Assistant Town Manager	0.90	0.90	0.90	0.00
Assistant Director of Finance	0.88	0.88	0.88	0.88
Finance Manager	0.00	0.00	0.00	0.94
Senior Accountant	0.98	0.98	0.98	0.00
Administrative Analyst II	0.00	0.00	0.48	0.47
HR Payroll Coordinator	0.48	0.48	0.00	0.00
Executive Secretary	0.98	0.98	0.98	0.95
Accountant I	0.92	0.92	0.92	0.91
Account Clerk II	3.00	3.00	3.00	3.00
Office Assistant	1.00	0.00	0.00	0.00
<b>Total Finance:</b>	<b>9.14</b>	<b>8.14</b>	<b>8.14</b>	<b>7.15</b>
<b>Department: Town Clerk</b>				
Town Clerk	0.96	0.96	0.96	0.95
Deputy Town Clerk	2.00	2.00	2.00	1.00
Records Technician*	0.00	0.00	0.00	0.00
<b>Total Town Clerk:</b>	<b>2.96</b>	<b>2.96</b>	<b>2.96</b>	<b>1.95</b>
<b>Department: Public Information</b>				
Director of Communications	0.00	0.95	1.00	0.00
Marketing and Public Affairs Officer	0.95	0.00	0.00	0.00
Public Relations Specialist	0.94	0.94	2.00	2.00
Event Coordinator	0.33	0.33	0.00	0.00
Event Coordinator-PT	0.00	0.00	0.01	0.00
Administrative Secretary	1.00	1.00	1.00	0.25
<b>Total Public Information:</b>	<b>3.22</b>	<b>3.22</b>	<b>4.01</b>	<b>2.25</b>
<b>Department: Human Resources</b>				
Assistant Town Manager	0.00	0.00	1.00	0.00
Director of Human Resources & Risk Mgmt	1.00	1.00	0.00	0.00
Human Resources Analyst	1.00	1.00	0.00	0.00
Administrative Analyst II	0.00	0.00	0.48	0.47
HR Payroll Coordinator	0.50	0.50	0.00	0.00
Administrative Analyst I	0.00	0.50	1.00	1.00
Human Resources Assistant	0.00	0.50	0.00	0.00
Senior Office Assistant	0.00	0.00	0.00	0.00
Program Assistant	0.00	0.00	0.50	0.50
<b>Total Human Resources</b>	<b>2.50</b>	<b>3.50</b>	<b>2.98</b>	<b>1.97</b>
<b>Department: Information Systems</b>				
Information Systems Supervisor	0.00	0.00	1.00	1.00
Information Systems Technician	0.00	0.00	1.00	1.00
<b>Total Information Systems:</b>	<b>0.00</b>	<b>0.00</b>	<b>2.00</b>	<b>2.00</b>
<b>Department: Economic Development</b>				
Town Manager	0.06	0.06	0.06	0.10
Assistant Town Manager	0.10	0.10	0.10	0.00
Town Clerk	0.04	0.04	0.04	0.05
Assistant Director of Econ Dev & Housing	0.00	1.00	0.80	0.70
Economic Development Manager	1.00	0.00	0.00	0.00
Director of Finance	0.00	0.00	0.12	0.12
Assistant Director of Finance	0.12	0.12	0.00	0.00
Finance Manager	0.00	0.00	0.02	0.06

**Town of Apple Valley**

**4 Year Personnel Summary**

<b>Job Classification</b>	<b>FY 15-16 Actual FTE</b>	<b>FY 16-17 Actual FTE</b>	<b>FY 17-18 Actual FTE</b>	<b>FY 18-19 Adopted FTE</b>
Senior Accountant	0.02	0.02	0.00	0.00
Administrative Analyst II	0.00	0.00	0.02	0.06
HR Payroll Coordinator	0.02	0.02	0.02	0.02
Executive Secretary	0.02	0.02	0.02	0.05
Accountant I	0.08	0.08	0.08	0.09
Administrative Secretary	0.00	0.00	0.00	0.75
Program Assistant	0.00	0.68	0.00	0.00
Intern (PT)	0.68	0.00	0.00	0.00
<b>Total Economic Development:</b>	<b>2.14</b>	<b>2.14</b>	<b>1.28</b>	<b>2.00</b>
<b>Department: Emerg. Prepare / Risk Mgmt</b>				
Emergency Services Officer	0.40	1.00	1.00	1.00
Senior Office Assistant (PT)	0.25	0.67	0.67	0.60
<b>Total Emerg. Prepare / Risk Mgmt</b>	<b>0.65</b>	<b>1.67</b>	<b>1.67</b>	<b>1.60</b>
<b>Department: Community Development / Planning</b>				
Assistant Town Manager	1.00	0.80	0.50	0.90
Assist Director of Community Development	0.00	0.00	0.55	0.60
Principal Planner	1.00	1.00	0.00	0.00
Senior Planner	1.00	1.00	0.00	0.00
Associate Planner	0.84	1.00	1.00	1.00
Assistant Planner*	0.00	0.00	0.00	0.00
Executive Secretary	1.00	0.90	1.00	1.00
Program Assistant	0.50	0.00	0.00	0.00
Commissioners	1.25	1.25	1.25	1.25
<b>Total Comm. Development / Planning:</b>	<b>6.59</b>	<b>5.95</b>	<b>4.30</b>	<b>4.75</b>
<b>Department: Community Development / Housing</b>				
Assistant Town Manager	0.00	0.10	0.00	0.00
Assistant Director of Econ Dev & Housing	0.00	0.00	0.20	0.20
Associate Planner	0.16	0.00	0.00	0.00
Housing and Comm. Dev. Specialist II	1.00	1.00	1.00	1.00
Housing and Comm. Dev. Specialist I	1.00	2.00	2.00	2.00
Housing and Comm. Dev. Specialist I (PT)	0.50	0.50	0.00	0.00
Executive Secretary	0.00	0.04	0.25	0.25
Program Assistant	0.50	0.00	0.00	0.00
<b>Total Comm. Dev. / Housing:</b>	<b>3.16</b>	<b>3.64</b>	<b>3.45</b>	<b>3.45</b>
<b>Department: Code Enforcement</b>				
Assistant Town Manager	0.00	0.05	0.40	0.00
Assistant Director of Community Development	0.00	0.00	0.45	0.40
Code Enforcement Manager	1.00	0.00	0.00	0.00
Code Enforcement Supervisor	0.00	1.00	1.00	1.00
Executive Secretary	0.00	0.03	0.00	0.00
Senior Code Enforcement Officer	1.00	0.00	0.00	0.00
Code Enforcement Officer II	4.00	4.00	4.00	4.00
Code Enforcement Officer I	1.00	1.00	1.00	1.00
Code Enforcement Technician	2.00	1.00	1.00	0.00
Community Enhancement Officer (PT)	0.50	0.50	0.50	0.50
Code Enforcement Technician (PT)	0.50	0.00	0.00	0.50
<b>Total Code Enforcement:</b>	<b>10.00</b>	<b>7.58</b>	<b>8.35</b>	<b>7.40</b>
<b>Department: Animal Services</b>				
Director of Animal Services	0.000	1.00	1.00	1.00
Animal Services Manager	1.000	0.00	0.00	0.00
Animal Services Supervisor	1.000	1.00	2.00	2.00
Sr. Animal Control Officer	0.000	2.00	2.00	2.00
Administrative Secretary	0.750	0.75	0.00	0.00
Animal Services Officer II	3.000	1.00	2.00	2.00
Animal Services Officer I	1.000	1.00	0.00	0.00
Animal Health Assistant	1.000	1.00	1.00	1.00
Senior Animal Services Specialist	1.000	1.00	1.00	1.00
Animal Services Technician	5.000	5.00	5.00	6.00
Animal Services Assistant	4.000	4.00	4.00	3.00
Office Assistant	5 <sup>6</sup> .000	0.00	1.00	1.00

\*Authorized but not funded

**Town of Apple Valley**

**4 Year Personnel Summary**

<b>Job Classification</b>	<b>FY 15-16</b>	<b>FY 16-17</b>	<b>FY 17-18</b>	<b>FY 18-19</b>
	<b>Actual FTE</b>	<b>Actual FTE</b>	<b>Actual FTE</b>	<b>Adopted FTE</b>
Animal Services Technician (PT)	0.375	0.00	0.00	0.00
Office Assistant (PT)	0.500	0.00	0.00	0.00
Animal Services Assistant (PT)	1.000	1.00	1.00	1.00
Program Assistant (PT)	2.500	2.00	3.00	3.00
<b>Total Animal Services / Shelter:</b>	<b>22.125</b>	<b>20.75</b>	<b>23.00</b>	<b>23.00</b>
<b>Department: Police Department</b>				
Sr. Office Assistant (PT)	0.25	0.50	0.30	0.30
PAL Office Assistant (PT)	0.00	0.48	0.48	0.48
PAL Boxing Coach (PT)	0.00	0.48	0.48	0.48
<b>Total Police Department</b>	<b>0.25</b>	<b>1.46</b>	<b>1.26</b>	<b>1.26</b>
<b>Department: Recreation / Maintenance</b>				
Maintenance Supervisor	0.0000	0.00	0.29	0.25
Sr. Maintenance Worker	0.4800	0.28	0.00	0.00
Maintenance Worker II	0.6800	0.31	0.31	0.26
Maintenance Worker I	0.6700	0.49	0.00	0.00
Custodian	1.0000	1.00	0.44	0.44
Custodian (PT)	0.5568	0.40	0.44	0.44
Custodial Aide (PT)	0.0000	0.00	0.36	0.36
<b>Total Recreation / Maintenance:</b>	<b>3.3868</b>	<b>2.48</b>	<b>1.84</b>	<b>1.75</b>
<b>Department: Recreation / Recreation</b>				
Assistant Town Manager	0.0000	0.05	0.10	0.00
Parks & Recreation Manager	0.7800	0.78	0.78	0.78
Marketing and Public Affairs Officer	0.0500	0.05	0.00	0.00
Emergency Services Officer	0.6000	0.00	0.00	0.00
Executive Secretary	0.0000	0.03	0.00	0.00
Public Relations Specialist	0.0600	0.06	0.00	0.00
Recreation Supervisor	1.0000	2.00	2.00	1.00
Event Coordinator	0.6700	0.67	0.00	0.00
Maintenance Supervisor	0.0000	0.00	0.19	0.19
Sr. Maintenance Worker	0.0000	0.20	0.00	0.00
Maintenance Worker II	0.0000	0.37	0.36	0.36
Maintenance Worker I	0.0000	0.03	0.00	0.00
Administrative Secretary	0.9100	0.91	0.91	0.91
Recreation Coordinator	1.0000	0.00	0.00	0.00
Custodian	0.0000	0.00	0.03	0.03
Recreation Assistant	0.0000	2.00	2.00	2.00
Sr. Office Assistant	1.0000	1.00	0.98	0.98
Recreation Specialist	0.0000	0.00	0.00	3.00
Office Assistant	1.0000	1.00	1.00	1.00
Event Coordinator (PT)	0.0000	0.00	0.65	0.00
Recreation Coordinator (PT)	0.5000	0.63	0.65	0.00
Event Assistant (PT)	1.0000	1.00	1.00	0.00
Recreation Assistant (PT)	0.0000	1.17	0.56	0.57
Senior Lifeguard (PT)	0.5100	0.29	0.29	0.29
Lifeguard (Various PT)	4.0000	4.38	4.35	3.70
Recreation Leader II (PT)	0.4514	3.47	3.22	4.45
Recreation Leader I (PT)	0.4400	6.59	5.92	5.82
Commissioner	1.2500	1.25	1.25	1.25
<b>Total Recreation / Recreation:</b>	<b>15.2214</b>	<b>27.93</b>	<b>26.24</b>	<b>26.33</b>
<b>Department: Public Services / Administration</b>				
Assistant Town Manager	1.00	0.00	0.00	0.00
Public Services Manager	0.00	0.50	0.25	0.25
Environmental & Transit Services Manager	0.50	0.00	0.00	0.00
Administrative Analyst II	0.00	1.00	1.00	0.00
Administrative Analyst I	1.00	0.00	0.00	0.00
Administrative Secretary	0.00	0.00	1.00	0.00
Senior Office Assistant	1.00	1.00	0.00	0.00
<b>Total Public Services / Administration:</b>	<b>3.50</b>	<b>2.50</b>	<b>2.25</b>	<b>0.25</b>

**Town of Apple Valley**

**4 Year Personnel Summary**

<b>Job Classification</b>	<b>FY 15-16 Actual FTE</b>	<b>FY 16-17 Actual FTE</b>	<b>FY 17-18 Actual FTE</b>	<b>FY 18-19 Adopted FTE</b>
<b>Department: Public Works / Street Maintenance</b>				
Director of Public Works	0.33	0.33	0.33	0.33
Public Works Manager	0.34	0.34	0.34	0.00
Administrative Analyst II	0.00	0.00	0.00	0.50
Public Works Supervisor	0.00	0.50	0.50	1.00
Senior Maintenance Worker	2.00	0.50	0.50	0.50
Maintenance Worker II	1.50	2.00	2.00	2.00
Maintenance Worker I	1.50	2.00	2.00	2.00
Administrative Secretary	0.00	0.00	0.00	0.20
Custodian	0.00	0.00	0.00	0.50
<b>Total Public Works / Street Maint.:</b>	<b>5.67</b>	<b>5.67</b>	<b>5.67</b>	<b>7.03</b>
<b>Department: Public Works / Wastewater</b>				
Director of Public Works	0.34	0.34	0.34	0.34
Public Works Manager	0.33	0.33	0.33	0.00
Administrative Analyst II	0.00	0.00	0.00	0.50
Public Works Supervisor	0.00	1.00	1.00	0.50
Housing & Comm Dev. Specialist I	0.00	0.00	0.00	0.50
Public Services Technician	1.00	0.00	0.00	0.00
Senior Maintenance Worker	1.00	0.50	0.50	0.50
Maintenance Worker II	1.50	2.00	2.00	2.00
Maintenance Worker I	2.00	1.00	1.00	1.00
Administrative Secretary	0.00	0.00	0.00	0.20
Custodian	0.00	0.00	0.00	0.50
<b>Total Public Works / Wastewater:</b>	<b>6.17</b>	<b>5.17</b>	<b>5.17</b>	<b>6.04</b>
<b>Department: Public Works / Grounds</b>				
Director of Public Works	0.3300	0.33	0.33	0.33
Public Works Manager	0.3048	0.33	0.33	0.00
Public Works Supervisor	0.0000	0.46	0.46	0.46
Grounds Services Worker III	0.9231	0.92	0.92	0.92
Grounds Services Worker II	2.6700	2.75	2.67	2.67
Grounds Services Worker I	4.0000	2.00	3.00	3.00
Custodian (PT)	0.0000	0.00	0.00	0.00
Grounds Services Aide (PT)	2.0537	1.58	2.57	2.77
<b>Total Public Works / Grounds:</b>	<b>10.2816</b>	<b>8.37</b>	<b>10.28</b>	<b>10.15</b>
<b>Department: Public Services / Solid Waste</b>				
Assistant Director of Energy & Environ Serv	0.00	0.00	0.25	0.25
Environmental & Transit Services Manager	0.50	0.00	0.00	0.00
Public Services Manager	0.00	0.50	0.00	0.00
Account Clerk II	1.00	1.00	1.00	1.00
Administrative Secretary	0.00	0.00	0.50	0.30
Sr. Office Assistant	0.00	0.00	0.00	0.00
Household Hazardous Waste Operator (PT)	0.56	0.56	0.56	0.60
<b>Total Public Services / Solid Waste:</b>	<b>2.06</b>	<b>2.06</b>	<b>2.31</b>	<b>2.15</b>
<b>Department: Facilities</b>				
Parks & Recreation Manager	0.2200	0.22	0.22	0.22
Public Works Supervisor	0.0252	0.04	0.04	0.04
Administrative Secretary	0.0900	0.09	0.09	0.09
Maintenance Supervisor	0.0000	0.00	0.49	0.49
Senior Maintenance Worker	0.5000	0.50	0.00	0.00
Maintenance Worker II	0.3200	0.30	0.31	0.31
Maintenance Worker I	0.3200	0.47	0.52	0.00
Sr Office Assistant	0.0000	0.00	0.02	0.02
Grounds Services Worker III	0.0769	0.08	0.08	0.08
Grounds Services Worker II	0.3269	0.25	0.33	0.33
Custodian	3.0000	1.00	1.53	1.53
Custodian (PT)	1.2050	0.97	0.87	0.87
Custodial Aide (PT)	2.2600	2.26	2.30	2.39
Grounds Services Aide (PT)	0.3244	0.51	1.38	1.61
<b>Total Facilities:</b>	<b>8.6684</b>	<b>6.69</b>	<b>8.18</b>	<b>7.98</b>

\*Authorized but not funded

**Town of Apple Valley**

**4 Year Personnel Summary**

<b>Job Classification</b>	<b>FY 15-16 Actual FTE</b>	<b>FY 16-17 Actual FTE</b>	<b>FY 17-18 Actual FTE</b>	<b>FY 18-19 Adopted FTE</b>
<b>Department: Recreation / Golf Course</b>				
Senior Maintenance Worker	0.02	0.02	0.02	0.07
Maintenance Worker II	0.00	0.02	0.02	0.07
Maintenance Worker I	0.01	0.01	0.00	0.00
Custodian	0.01	0.01	0.01	0.01
<b>Total Recreation / Golf Course:</b>	<b>0.04</b>	<b>0.06</b>	<b>0.05</b>	<b>0.15</b>
<b>Department: Apple Valley Choice Energy</b>				
Assistant Director of Energy & Environ Serv	0.00	0.00	0.75	0.75
Administrative Analyst II	0.00	0.00	1.00	1.00
Sr. Office Assistant	0.00	0.00	0.30	0.30
<b>Total Apple Valley Choice Energy:</b>	<b>0.00</b>	<b>0.00</b>	<b>1.30</b>	<b>1.30</b>
<b>Totals</b>	<b>123.17</b>	<b>127.38</b>	<b>130.13</b>	<b>125.31</b>

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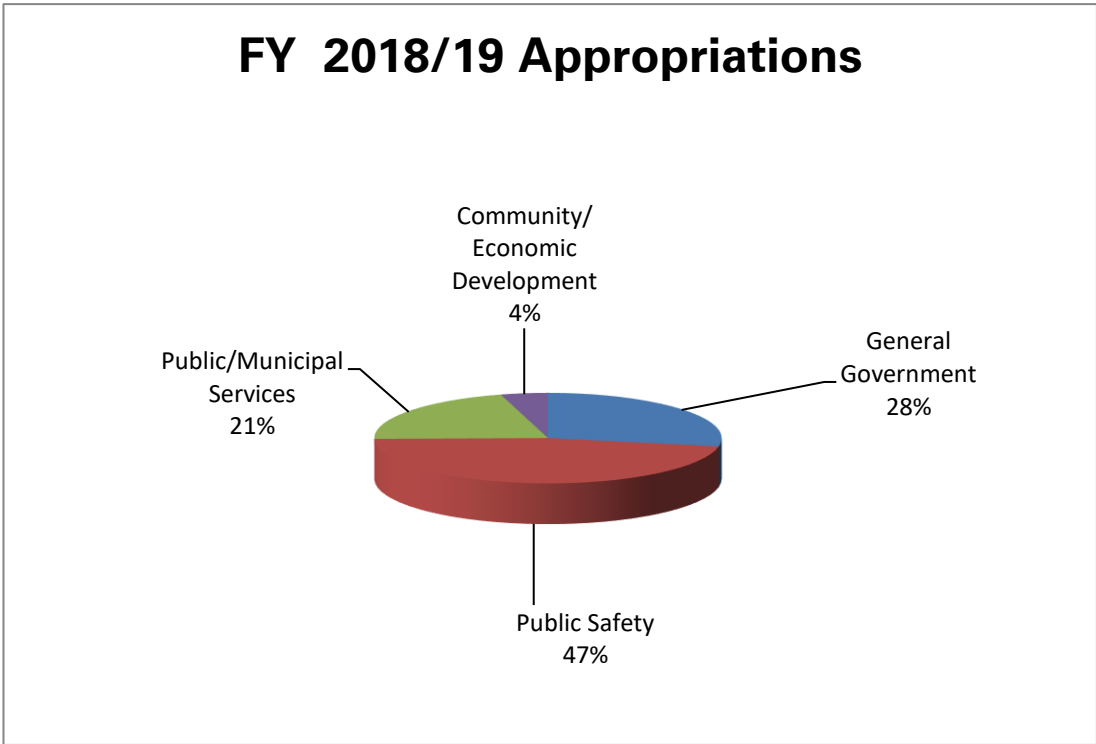


Town of Apple Valley



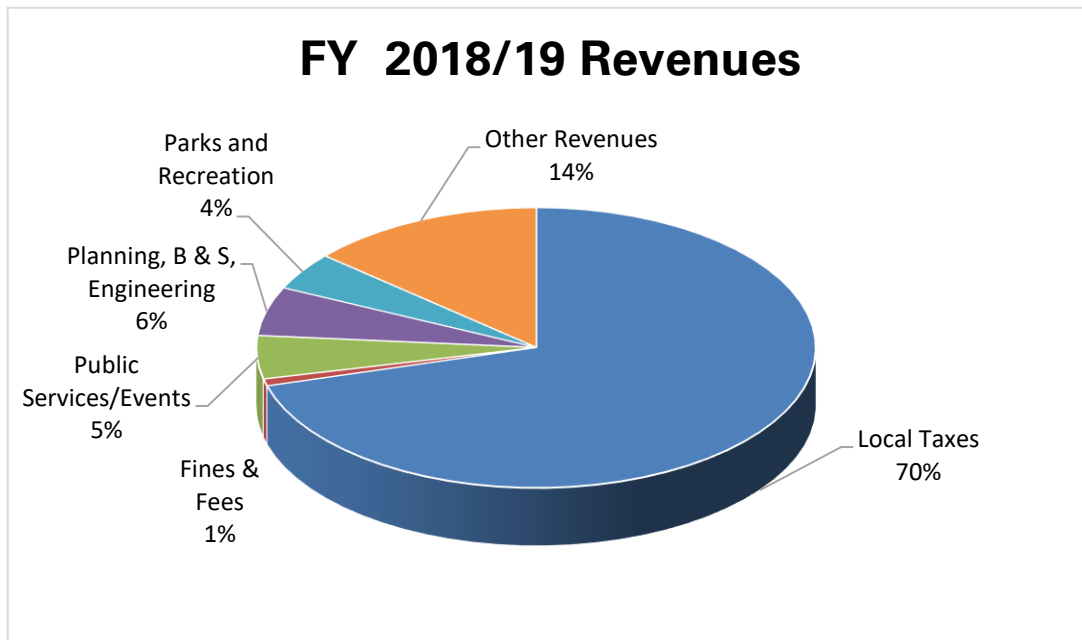
**Town of Apple Valley - Appropriations**  
**Fiscal Year 2018/19 - Summary of General Fund**

FUNDS	Appropriations
General Government	\$8,810,659
Public Safety	14,736,469
Public/Municipal Services	6,592,462
Community/Economic Development	1,387,301
<b>Total Expenditures</b>	<b><u><u>\$31,526,891</u></u></b>



**Town of Apple Valley - Budgeted Revenues**  
**Fiscal Year 2018/19- Summary of General Fund**

SOURCE	REVENUES
Local Taxes	22,249,220
Fines & Fees	255,700
Public Services/Events	1,569,480
Planning, B & S, Engineering	1,782,010
Parks and Recreation	1,370,481
Other Revenues	4,300,000
<b>Total Revenues</b>	<b><u><u>31,526,891</u></u></b>



GENERAL FUND REVENUE 1001							
Code	Revenue Classification	Actual Revenue 2015-16	Actual Revenue 2016-17	Amended Budget 2017-18	Estimated Revenue 2017-18	% of Revenue Received	Adopted Budget 2018-19
<b>LOCAL TAXES</b>							
4020	Property Tax	2,561,451	2,697,531	2,900,000	2,900,000	100.0%	2,951,000
4025	Property Tax (Sales Tax Backfill)	1,036,791	-	-	-	0.0%	-
4030	Property Tax (VLF Backfill)	5,806,584	6,095,614	6,100,000	6,100,000	100.0%	6,252,500
4055	Sales & Use Tax	4,813,996	5,806,008	6,001,000	6,151,000	102.5%	6,284,500
4070	VVEDA Loan Reimbursement	671.55	2,196	-	-	0.0%	-
4085	Franchise Taxes	1,996,951	1,973,977	2,119,000	2,119,000	100.0%	2,119,000
4095	Transient Occupancy Tax	5,923	5,196	7,700	7,700	100.0%	7,700
4096	PEG Fees	52,486	170,131	150,500	150,500	100.0%	122,000
4110	Motor Vehicle In-Lieu	28,807	33,445	60,000	32,000	53.3%	33,000
4134	Tax increment/Pass through	398,336	442,593	383,200	383,200	100.0%	400,000
4142	Business License Fees	164,788	174,154	157,000	157,000	100.0%	170,000
4142-5	CASp-SB1186	1,646	1,733	-	-	0.0%	-
6999	Transfer In - 5510 Franchise Fee	4,085,783	2,005,553	1,965,000	1,965,000	100.0%	2,051,100
4176	Property Transfer Tax	251,710	252,507	197,100	197,100	100.0%	218,420
<b>Subtotal - Local Taxes</b>		<b>21,205,925</b>	<b>19,660,638</b>	<b>20,040,500</b>	<b>20,162,500</b>	<b>100.6%</b>	<b>20,609,220</b>
<b>FINES &amp; FEES &amp; PUBLIC SAFETY CONTRIBUTIONS</b>							
4355	Police Fines & Forfeitures	71,441	70,481	74,900	74,900	100.0%	75,000
4365	Police Reports & Charges	12,312	18,185	13,400	13,400	100.0%	15,000
4377	Tow Release	46,150	35,400	58,900	40,000	67.9%	40,700
6927	Police Grants	127,955	157,057	114,400	114,400	100.0%	125,000
<b>Subtotal - Fines &amp; Fees</b>		<b>257,858</b>	<b>281,123</b>	<b>261,600</b>	<b>242,700</b>	<b>92.8%</b>	<b>255,700</b>
<b>PUBLIC SERVICES</b>							
4145	Debris Recycling	7,500	-	5,300	3,000	56.6%	3,100
4160	Microfilming	6,801	6,257	5,760	5,760	100.0%	5,760
4167	Subordination Fee	-	4,750	-	-	0.0%	-
4410	Animal Control Citation Fines	40,427	40,956	47,100	47,100	100.0%	45,000
4420	Animal Control Permits	6,948	12,144	5,200	5,200	100.0%	5,000
4430	Animal Licenses	255,670	226,374	261,800	261,800	100.0%	250,000
4430-5	Animal Licenses - County	32,843	40,563	-	-	0.0%	-
4435	Animal Services Shelter Contract	69,465	98,692	-	-	0.0%	-
4435-5	Animal Services Sheltering - County	377,790	373,498	478,200	478,200	100.0%	487,120
4440	Field P/U Apprehension	6,372	6,676	6,800	6,800	100.0%	6,500
4450	Field P/U Release	14,906	15,350	14,700	14,700	100.0%	14,000
4450-5	Field P/U Release - County	11,300	11,822	-	-	0.0%	-
4460	Impound Boarding Fees	24,043	35,090	26,200	26,200	100.0%	25,000
4460-5	Impound Boarding Fees - County	5,137	5,316	-	-	0.0%	-
4465	Lien Fees	469	1,095	1,100	1,100	100.0%	1,000
4470	Miscellaneous AC	48,617	44,178	52,300	52,300	100.0%	50,000
4470-5	Miscellaneous - County	1,633	271	-	-	0.0%	-
4480	Owner Turn in @ Shelter	13,485	11,517	20,300	20,300	100.0%	19,400
4480-5	Owner Turn in @ Shelter - County	12,989	13,745	-	-	0.0%	-
4490	Pet Adoptions	105,687	102,094	101,000	101,000	100.0%	96,000
4500	Quarantine Fees	2,500	3,095	2,800	2,800	100.0%	2,700
4510	Rabies Vaccination	14,717	14,011	15,700	15,700	100.0%	15,000
4517	Shelter Cap. Impr. County Payment	-	-	-	-	0.0%	-
4520	Shelter Donations	53	45	-	-	0.0%	-
4530	Over/Short	59	-	-	-	0.0%	-
4540	Spay and Neuter Deposit	6,159	4,925	4,800	4,800	100.0%	4,600
4550	State Mandated Fees AC	6,309	7,804	7,900	7,900	100.0%	7,500
5580	Short/Over Recreation	(5)	36	-	-	0.0%	-
6050	Code Enforcement Fines	241,169	278,298	220,000	150,000	68.2%	160,000
6070	Property Maint Inspections	218,869	207,695	251,300	251,300	100.0%	252,000
6816	Grants	-	-	-	-	0.0%	49,800
6168	Right-of-Way Permits	70,370	81,986	73,300	64,000	87.3%	70,000
<b>Total - Public Services</b>		<b>1,602,281</b>	<b>1,648,283</b>	<b>1,601,560</b>	<b>1,519,960</b>	<b>94.9%</b>	<b>1,569,480</b>
<b>BUILDING AND SAFETY</b>							
6108	Building Permits	421,402	680,609	508,500	508,500	100.0%	580,320
6110	Cer of Compliance	-	1,380	-	-	0.0%	-
6111	COO Fees	15,274	13,984	-	-	0.0%	-
6114	CSA	3,050	-	-	-	0.0%	-
6120	Electrical	180,483	156,632	159,300	159,300	100.0%	180,620
6122	Extension Request	3,085	22,487	-	-	0.0%	-
6130	Grading	12,575	16,378	12,300	12,300	100.0%	14,090
6134	Inspections (Other)	16,673	21,464	30,600	30,600	100.0%	33,800
6138	Landscape Review	-	465	-	-	0.0%	-
6148	Mechanical	45,616	45,808	50,100	50,100	100.0%	56,020
6152	Misc Revenue - Building & Safety	138,904	146,618	179,900	179,900	100.0%	205,100
6158	Plan Check	196,999	199,325	232,000	232,000	100.0%	264,590

GENERAL FUND REVENUE 1001							
Code	Revenue Classification	Actual Revenue 2015-16	Actual Revenue 2016-17	Amended Budget 2017-18	Estimated Revenue 2017-18	% of Revenue Received	Adopted Budget 2018-19
6162	Plumbing	34,442	45,407	44,600	44,600	100.0%	50,770
6169	SB 1473	427	388	-	-	0.0%	-
6174	SMI Tax	239	336	-	-	0.0%	-
<b>Total - Building &amp; Safety</b>		<b>1,069,168</b>	<b>1,351,279</b>	<b>1,217,300</b>	<b>1,217,300</b>	<b>100.0%</b>	<b>1,385,310</b>
<b>PLANNING AND ZONING</b>							
6104	Appeals	-	738	-	250	100.0%	500
6112	Copies and Reproduction	1,859	617	630	630	100.0%	630
6118	Development Permit	10,476	13,045	17,000	39,180	230.5%	65,120
6128	General Plan Amendment	(3,394)	-	-	-	0.0%	-
6132	Home Occupation Permit	8,676	10,699	6,800	10,680	157.1%	10,680
6142	Lot Line Adjustment	2,326	-	-	-	0.0%	-
6150	Minor Sub-divisions	638	155	-	-	0.0%	-
6156	Miscellaneous Revenue - Planning	3,338	3,638	4,300	50,720	1179.5%	57,440
6165	Open Space	132	302	-	-	0.0%	-
6170	Sign Permit	10,064	3,561	5,900	5,700	96.6%	5,700
6172	Site Plan Review	75,153	106,697	92,000	5,490	6.0%	3,660
6176	Special Events	1,496	4,711	3,150	12,600	400.0%	12,600
6178	Specific Plan	-	6,182	1,050	6,350	604.8%	3,650
6180	Tentative Parcel Map	3,079	7,646	8,050	17,990	223.5%	30,130
6182	Tentative Tract Map	(66)	145	-	27,010	0.0%	36,290
6192	Use Permit	29,209	38,856	34,200	61,170	178.9%	66,890
6195	Variance (Deviations)	5,204	4,584	8,350	8,200	98.2%	5,110
6197	Zone Change	-	18,419	-	-	0.0%	-
<b>Total - Planning Fees</b>		<b>148,190</b>	<b>219,995</b>	<b>181,430</b>	<b>245,970</b>	<b>135.6%</b>	<b>298,400</b>
<b>ENGINEERING</b>							
6154	Miscellaneous -Engineering	-	-	520	200	100.0%	300
6160	Plan Check	85,461	41,877	75,000	75,000	100.0%	75,000
6188	Transportation Permits	21,332	19,067	25,000	22,500	90.0%	23,000
<b>Total - Engineering</b>		<b>106,793</b>	<b>60,944</b>	<b>100,520</b>	<b>97,700</b>	<b>97.2%</b>	<b>98,300</b>
<b>Sub Total - Community Development</b>		<b>1,324,151</b>	<b>1,632,218</b>	<b>1,499,250</b>	<b>1,560,970</b>	<b>104.1%</b>	<b>1,782,010</b>
<b>OTHER REVENUES</b>							
4165	Miscellaneous Penalties or Fines	440	1,046	700	700	100.0%	700
4168	Notary Fees	160	110	200	200	100.0%	200
4170	Other Revenue Sources	8,637	170,698	100	100	100.0%	350,100
7000	Bond Proceeds/Line of Credit	-	-	650,000	650,000	0.0%	485,000
4141	Advertising Revenue	21,676	13,035	38,000	3,000	7.9%	5,000
4172	Passport Fees	37,996	42,150	26,600	26,600	100.0%	27,000
4181	Refunds, Reimbursements	210,151	151,520	100,000	100,000	100.0%	90,000
4183	Gain/Loss on Disposal of Fixed Assets	-	-	-	-	0.0%	-
4183-7500	SCE Incentive Payments	25,338	10,714	16,000	-	0.0%	-
4184	Short/Over	66	(45)	-	-	0.0%	-
4185	State Mandated Reimbursements	72,732	26,119	36,800	3,000	8.2%	3,000
4255	Interest Earnings	173,871	31,621	100,000	50,000	50.0%	50,000
4352	Booking Fees	1,102	-	200	200	100.0%	200
4370	Restitution	1,472	2,056	1,000	1,000	100.0%	1,000
5700	Rentals	24,389	17,493	32,700	12,000	36.7%	12,000
6850	Administrative Overhead 5810	-	275,625	946,300	946,300	100.0%	900,000
6808	EMPG Grant	41,539	21,487	20,000	20,000	100.0%	20,000
6996	Town Store Sales	354	600	700	400	57.1%	400
6999	Administrative Overhead 2010	813,743	1,102,006	817,600	817,600	100.0%	817,600
6999	Administrative Overhead 2510	455,148	448,842	-	-	0.0%	-
6999	Administrative Overhead 5010	1,896,510	748,409	748,400	748,400	100.0%	748,400
6999	Administrative Overhead 5510	4,085,783	789,489	1,672,540	789,400	47.2%	789,400
<b>Subtotal - Other Revenues</b>		<b>3,785,323</b>	<b>3,852,974</b>	<b>5,207,840</b>	<b>4,168,900</b>	<b>80.1%</b>	<b>4,300,000</b>
<b>Total Revenue - General</b>		<b>28,175,539</b>	<b>27,075,237</b>	<b>28,610,750</b>	<b>27,655,030</b>	<b>96.7%</b>	<b>28,516,410</b>
<b>PARKS &amp; RECREATION - 2510</b>							
<b>Parks &amp; Recreation - Revenue</b>							
4020	Taxes	1,662,802	1,739,940	1,600,000	1,620,000	101.3%	1,640,000
4181	Refunds, Reimb, Rebates	984	10,684	1,000	580	58.0%	-
5570	Misc Recreation Revenue	1,605	518	1,200	650	54.2%	1,000
5580	Short/Over Recreation	-	2	-	-	0.0%	-
5700	Rents	60,062	105,323	80,000	82,000	102.5%	87,726
6999	Transfer in - General Fund	830,677	913,773	691,181	7,290,745	1054.8%	303,965
<b>Sub-Total - General Revenues</b>		<b>2,556,130</b>	<b>2,770,239</b>	<b>2,373,381</b>	<b>8,993,975</b>	<b>379.0%</b>	<b>2,032,691</b>

GENERAL FUND REVENUE 1001							
Code	Revenue Classification	Actual Revenue 2015-16	Actual Revenue 2016-17	Amended Budget 2017-18	Estimated Revenue 2017-18	% of Revenue Received	Adopted Budget 2018-19
6610	Adult Sports						
5020	Adult Basketball	5,801	7,340	7,700	8,886	115.4%	8,400
5030	Adult Basketball Tny	40	-	-	-	0.0%	-
5035	Adult Kickball	655	625	2,700	-	0.0%	-
5040	Adult Soccer	874	-	-	-	0.0%	-
5050	Open Gym	8,634	9,734	8,867	14,772	166.6%	14,700
5060	Softball	7,405	7,400	8,520	8,510	99.9%	7,000
5090	Volleyball	-	101	-	-	0.0%	-
5580	Short/Over Recreation	4	-	-	-	0.0%	-
	<b>Sub-Total - Adult Sports Revenue</b>	<b>23,413</b>	<b>25,200</b>	<b>27,787</b>	<b>32,168</b>	<b>115.8%</b>	<b>30,100</b>
6640	Civic Center Aquatics Complex						
5120	Apple Valley Swim Club	11,807	11,584	11,602	7,900	68.1%	8,000
5125	Concession Sales - Pool	5,415	5,855	5,500	5,536	100.7%	5,500
5140	Evening Lap Swim	2,059	1,301	1,073	1,527	142.3%	900
5145	Evening Rec Swim	7,113	10,526	7,500	8,471	112.9%	10,080
5150	Guard Start	950	902	1,000	1,000	100.0%	1,040
5155	Lifeguard Training	7,127	3,640	6,000	6,000	100.0%	5,600
5160	Morning Lap Swim	16,230	15,514	17,900	13,558	75.7%	15,375
5165	Open Diver Water Course	-	970	-	-	0.0%	-
5170	Open Rec Swim	34,263	38,814	33,333	38,743	116.2%	39,940
5175	Pool Rentals	58,873	57,194	57,000	57,018	100.0%	56,000
5180	Pool Special Events	6,025	6,990	7,215	7,203	99.8%	7,325
5185	Splash Dance	10,606	3,946	-	-	0.0%	-
5190	Swim Lessons	80,104	76,657	77,500	77,844	100.4%	68,800
5195	Water Aerobics	7,330	8,679	12,000	11,330	94.4%	12,350
5197	Water Polo	737	149	-	-	0.0%	-
5580	Short/Over Recreation	12	(56)	-	-	0.0%	-
	<b>Sub-Total - Civic Center Aquatics</b>	<b>248,651</b>	<b>242,666</b>	<b>237,623</b>	<b>236,130</b>	<b>99.4%</b>	<b>230,910</b>
6670	ASAP						
5510	After School Program	248,446	256,161	280,000	294,873	105.3%	303,000
	<b>Sub-Total - Afterschool Program</b>	<b>248,446</b>	<b>256,161</b>	<b>280,000</b>	<b>294,873</b>	<b>105.3%</b>	<b>303,000</b>
6730	Day Camp						
5255	Day Camp	45,081	47,341	38,500	42,924	111.5%	44,000
	<b>Sub-Total - Day Camp</b>	<b>45,081</b>	<b>47,341</b>	<b>38,500</b>	<b>42,924</b>	<b>111.5%</b>	<b>44,000</b>
6760	Instructor Classes						
5305	Academic Tots	21,592	20,599	21,600	11,000	50.9%	14,500
5315	Archery	690	2,822	-	855.00	0.0%	-
5320	Arts & Crafts	18,239	35,210	25,745	25,000	97.1%	25,000
5325	Ballet & Tap	16,480	8,925	9,000	10,000	111.1%	9,250
5330	Baton Twirling	2,442	4,377	2,128	2,200	103.4%	2,100
5335	Belly Dancing	2,096	1,254	1,650	540	32.7%	500
5345	Cheer-Tumbling	8,574	8,330	6,972	7,900	113.3%	8,000
5350	Child & Babysitting Safety	3,991	-	-	-	0.0%	-
5355	CPR & First Aid	1,887	1,474	2,500	2,140	85.6%	3,000
5360	Dog Obedience	-	464	1,650	580	35.2%	600
5365	Drivers Ed	750	595	600	870	145.0%	600
5370	Fencing	-	-	-	-	0.0%	-
5375	Golf Lessons	1,274	1,540	2,000	1,520	76.0%	500
5380	Guitar Lessons	3,196	3,408	4,250	2,950	69.4%	3,000
5390	Hip Hop Dance	-	99	-	-	0.0%	-
5405	Low Impact Aerobics	10,103	6,115	7,360	4,460	60.6%	5,500
5415	Parent & Tot	17,029	(549)	5,000	3,975	79.5%	5,000
5430	Rent-A-Santa	1,256	-	-	-	0.0%	-
5435	Salsa & Latin Dance	-	-	5,000	-	0.0%	-
5465	Summer Camps	15,605	9,552	3,000	3,950	131.7%	3,575
5475	Tae Kwon Do	16,846	21,272	14,350	17,450	121.6%	18,000
5480	Tai Chi	9,506	10,531	9,850	10,200	103.6%	10,000
5485	Tennis	4,549	7,774	8,280	6,200	74.9%	8,000
5491	Workshops and Clinics	-	20	-	-	0.0%	-
5498	Yoga	7,209	8,491	8,448	8,228	97.4%	8,000
5901	Admin Fee	-	-	-	4,100	0.0%	5,000
5902	SCMAF fee	-	-	-	2,900	0.0%	3,400
5580	Short/Over Recreation	2	2	-	-	0.0%	-
5863	Cooking- Kitchen Smarts	-	112	-	-	0.0%	-
	<b>Sub-Total - Instructor Classes</b>	<b>163,316</b>	<b>152,416</b>	<b>139,383</b>	<b>127,018</b>	<b>91.1%</b>	<b>133,525</b>

GENERAL FUND REVENUE 1001							
Code	Revenue Classification	Actual Revenue 2015-16	Actual Revenue 2016-17	Amended Budget 2017-18	Estimated Revenue 2017-18	% of Revenue Received	Adopted Budget 2018-19
6790	PIO Events						
5510	Community Yard Sales	2,640	2,475	1,000	2,235	223.5%	2,000
5515	Craft Fairs	2,820	2,420	2,000	1,780	89.0%	1,750
5525	Freedom Festival	5,495	5,675	6,000	5,500	91.7%	5,500
5535	Concerts in the Park	2,115	5,419	4,500	5,000	111.1%	4,750
5540	Sponsorship Revenue	8,105	8,915	-	-	0.0%	-
	<b>Sub-Total - PIO Events</b>	<b>21,175</b>	<b>24,904</b>	<b>13,500</b>	<b>14,515</b>	<b>107.5%</b>	<b>14,000</b>
6820	Recreation						
4143	Concession/Vending Sales	-	913.50	-	-	0.0%	-
	<b>Sub-Total - Recreation</b>	<b>-</b>	<b>913.50</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>
6850	Rec Dept Events						
5580	Short/Over Recreation	-	(11)	-	-	0.0%	-
5605	AV Idol	85	10	240	240	100.0%	-
5610	AV Most Talented Kid	600	322	350	-	0.0%	210
5620	Bunny Run	2,434	3,995	3,350	3,200	95.5%	3,600
5627	Cross Country Meet	173	333	350	165	47.1%	265
5630	Eggstravaganza	967	-	-	-	0.0%	-
5635	Firecracker Run	3,639	3,118	3,450	3,457	100.2%	3,325
5644	Healthy Apple Valley	1,212	64	1,000	850	0.0%	1,000
5665	Special Apples	550	1,903	680	578	85.0%	800
5670	Teen Events	164	64	510	500	0.0%	500
5672	Tour de Apple Valley	-	5	-	-	0.0%	-
5691	Toddler Olympics	119	300	630	355	56.3%	600
5680	Turkey 5K Run	3,646	4,300	3,000	3,665	122.2%	3,825
5690	Teen Zone	1,148	259	775	400	51.6%	400
	<b>Sub-Total - Rec Dept Events</b>	<b>14,736</b>	<b>14,663</b>	<b>14,335</b>	<b>13,410</b>	<b>93.5%</b>	<b>14,525</b>
6880	Rentals						
5580	Short/Over Recreation	1	-20.4	-	-	0.0%	-
5700	Rentals	86,376	90,793	86,500	93,500	108.1%	95,000
5710	Lights	51,498	38,353	14,500	18,000	124.1%	18,500
5720	Parking Fee	56,536	11,555	33,000	27,000	81.8%	17,500
	<b>Sub-Total - Rentals</b>	<b>194,411</b>	<b>140,681</b>	<b>134,000</b>	<b>138,500</b>	<b>103.4%</b>	<b>131,000</b>
6900	Skate Park Facilities						
4170	Other Revenue Sources	-	-	-	-	0.0%	-
	<b>Sub-Total - Rentals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
6940	User Groups						
5805	User Group Disposal Fees	3,813	11,655	2,500	2,450	98.0%	2,850
5810	Rents	31,258	22,874	25,000	27,400	109.6%	27,500
	<b>Sub-Total - User Groups Revenue</b>	<b>35,071</b>	<b>34,529</b>	<b>27,500</b>	<b>29,850</b>	<b>108.5%</b>	<b>30,350</b>
6970	Youth Sports						
5855	Adventures in PW Sports	5,237	3,053	3,027	3,020	99.8%	3,000
5862	Coed Volleyball	3,080	5,779	5,000	5,450	109.0%	6,000
5865	Father Son Basketball Tournament	167	265	420	-	0.0%	200
5870	Winter Pee Wee/Hot Shots Basketball	3,936	7,644	4,200	5,480	130.5%	4,320
5872	Peewee Soccer	2,741	2,026	-	-	0.0%	-
5874	Summer Peewee/Hotshots Basketball	-	-	2,800	2,400	85.7%	3,360
5875	Summer Youth Basketball	9,362	9,794	9,600	9,600	100.0%	9,600
5885	T-Ball	3,223	-	-	-	0.0%	-
5890	Youth Basketball	17,973	20,636	20,340	19,500	95.9%	19,800
5895	Youth Track Meet	-	-	100	46	46.0%	100
	<b>Sub-Total-Youth Sports Revenue</b>	<b>45,719</b>	<b>49,198</b>	<b>45,487</b>	<b>45,496</b>	<b>100.0%</b>	<b>46,380</b>
	<b>Total Revenue - Parks and Recreation</b>	<b>3,596,148</b>	<b>3,758,911</b>	<b>3,331,496</b>	<b>9,968,859</b>	<b>299.2%</b>	<b>3,010,481</b>
	<b>TOTAL - GENERAL FUND REVENUES</b>	<b>31,771,686</b>	<b>30,834,147</b>	<b>31,942,246</b>	<b>37,623,889</b>	<b>117.8%</b>	<b>31,526,891</b>

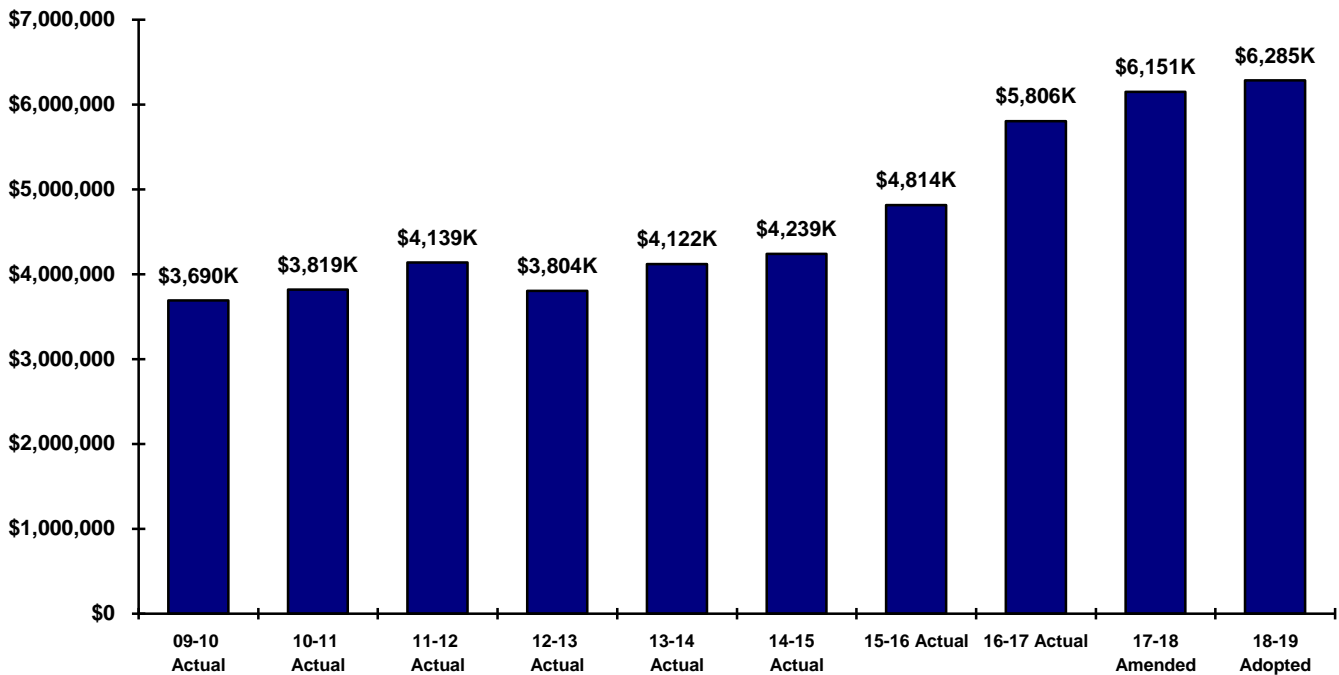
## SALES & USE TAX

Sales Tax is imposed on retailers selling tangible personal property in California. The Use Tax is imposed on the user of a product purchased out-of-state and delivered for use in California. The Sales & Use Tax rate for San Bernardino County is 7.75% and is broken down as follows:

State General Fund	5.00%
City/County Local Tax	1.00%
Countywide Transportation Tax	0.25%
County Mental Health	0.50%
Public Safety Augmentation Fund (Prop 172)	0.50%
County Transactions Tax (Measure I)	<u>0.50%</u>
Total Rate	<u>7.75%</u>

Sales & Use Tax represents a significant revenue source for Apple Valley and is estimated at \$6.2 million or 19.93% of the total General Fund revenues estimated for FY 18-19 including transfers in. This amount represents an increase of \$133,500 from the revised estimate in the FY 17-18 budget. This change in revenue is directly attributed to the Town experiencing consistent increases in Sales Tax revenues over the past four years, starting in the quarter-ended June, 2009 when the recession ended. The Town is anticipating continued “slow, low growth” with respect to revenues typically affected by the regional/national economy such as the Sales & Use Tax.

The State Board of Equalization administers the sales tax and remits to local governments: 30% for the first month of each quarter, another 30% the following month, and 40% at the end of the quarter with a “clean-up” payment. The “triple flip” portion is remitted only twice a year, in January and May. Apple Valley’s sales tax base remains strong with significant diversity across all business types.

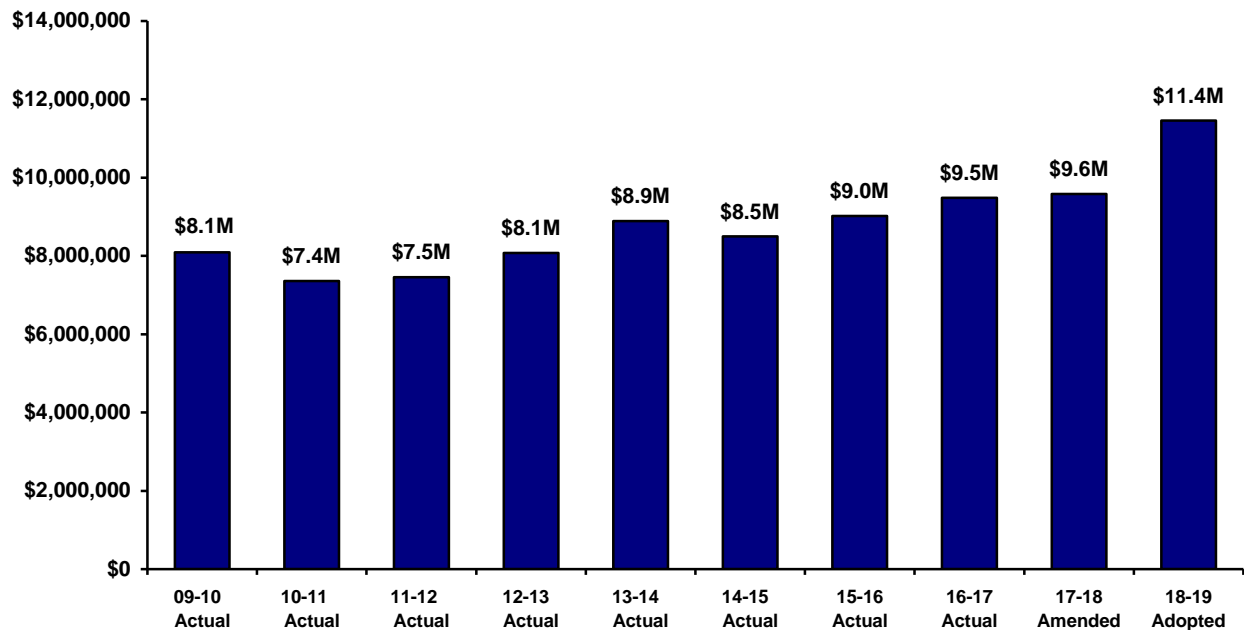


## PROPERTY TAX

Property Tax is imposed on real property (land and permanently attached improvements such as buildings) and tangible personal property (movable property) located within the State, based on the property value rather than on a fixed amount or benefit. Properties are distinguished as secured and unsecured (property for which the value of the lien is not sufficient to assure payment of the tax). Article XIII A of the State Constitution limits the real property tax rate to 1% of the property's assessed value plus rates imposed to fund indebtedness approved by the voters. The Town of Apple Valley's share of the 1% is equivalent to approximately 13 cents for every \$1.00 collected by the County for property taxes. With the passage of Prop 13 in 1978, assessed valuations are limited to a 2% CPI increase each year when the CPI index exceeds 2%.

The Town of Apple Valley's property tax base is made up of commercial, residential and industrial properties. Many residential homes were built during the 1990's and 2000's, and include a large portion of long time residents. Because of this dynamic and the Prop 13 restriction to assessed values, the assessed value of many properties is still far less than market value. Over the last few years as market values have declined, the Town has benefited from positive Prop 13 CPI inflation adjustment factors and Prop. 8 Recoveries to properties where the taxable value was still lower than the Prop. 13 limit. These positive adjustments have offset some of the reductions to properties previously assessed higher than the current market value. The State Board of Equalization is directing county assessors to use 2 percent as the Proposition 13 inflation adjustment factor for FY2018/19. This is equal to the 2 percent that is usually used to index assessed values under the acquisition values assessment and about 1% less than the inflation factor of 2.962% for FY2018/19. Also, the County Assessor's Office is required to review all properties each year, and any adjustment due to Prop. 8 recoveries will likely exceed the inflation adjustment factor and may well exceed revenue assumptions for FY18-19 when Prop. 8 recoveries are included.

For FY 18-19, estimated revenue from Property Taxes is \$11.4 million, which represents 36.35% of the total General Fund revenue including transfers in. This estimate is an increase of \$1,880,920 or 19.63% over the revised revenue estimate in FY 17-18 primarily due to consolidation of the Parks and Recreation Fund with the General Fund. Property tax revenue estimates anticipate a higher adjustment in taxable property values when the inflation adjustment factor and Prop. 8 recoveries are combined. Included in the estimates are Secured Property Tax, Unsecured Taxes, Supplemental Taxes, Homeowner's Exemption (\$7,000 of assessed value is exempt from property tax, which is made up by State subvention), Delinquent Taxes, and Property Transfer Tax (assessed at 55 cents for every \$500 of market value at the time of transfer – half of this amount or 27.5 cents goes to the County).





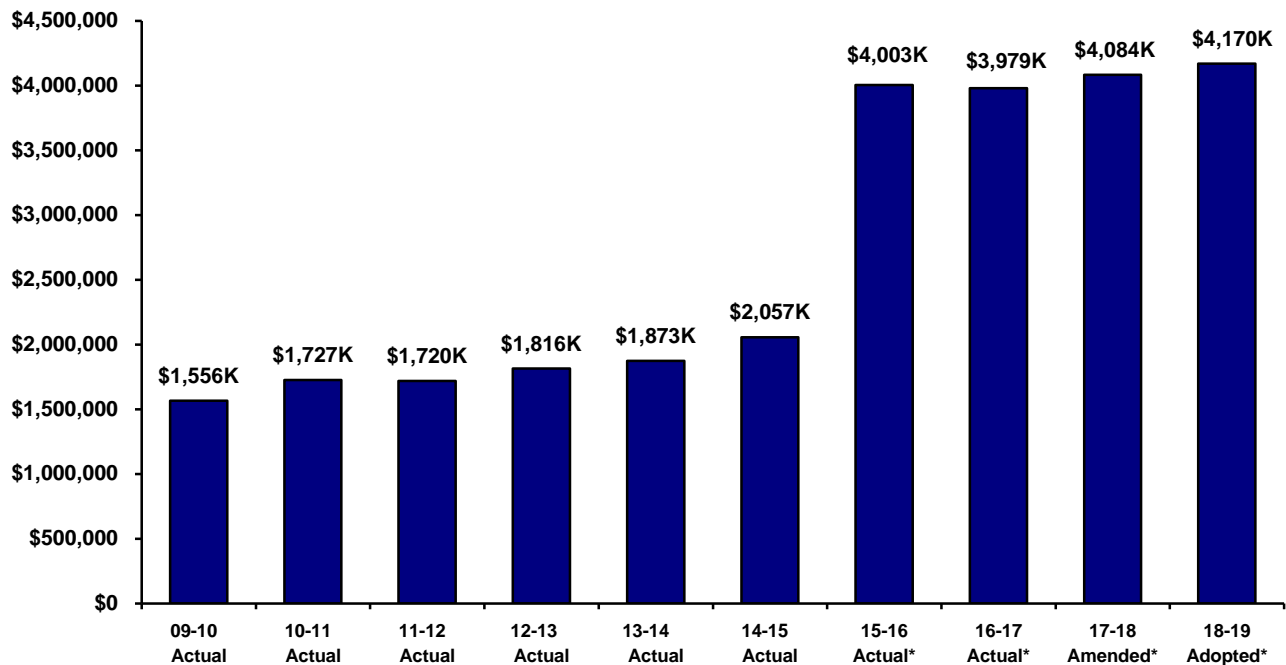
## FRANCHISE FEES

The Town grants a franchise to utility companies for the use of Town streets and rights-of-way. Currently, the Town collects electric franchise fees from Southern California Edison, gas franchise fees from Southwest Gas Company, and water franchise fees from Golden State Water and Liberty Utilities (formerly Apple Valley Ranchos) at the rate of 2% of gross receipts arising from use, operation or possession of the franchise; and, cable franchise fees from Charter and Frontier (formerly Verizon) at the rate of 5% of receipts, net of bad debt. The electric, gas and water franchise fees are paid annually while the cable franchise fees are paid on a quarterly basis. By authority of the Public Utility Commission (PUC), electric, gas and water franchise fees are limited to 2% and cable franchise fees are limited to 5% of gross receipts. Any growth in franchise revenues would be as a result of utility rate increases imposed by the electric, gas, water and cable companies.

On August 15, 1989, the Town Council adopted Ordinance number 34 (subsequently amended by Ordinance number 128 adopted November 9, 1993) to implement Solid Waste Regulations and contract fees to be effective upon adoption. The Town has established contract franchise fees of 18% pursuant to its adopted agreement with its waste hauler. This contract fees increased from 6% to 18% in August, 2014.

For FY 18-19, estimated revenue from all Franchise Fees amounted to \$4.1 million, which represents 13.23% of the total General Fund revenue including transfers in. This total amounts to an increase of \$86,100 from the revised prior fiscal year revenue. Except for the increase in the franchise fee rate with the Town’s waste hauler during the 2014-15 fiscal, this source of revenue has essentially remained flat.

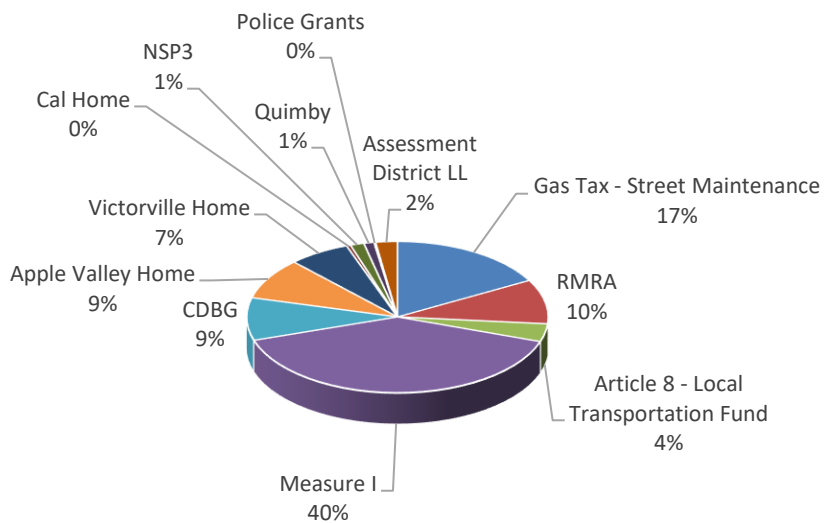
On October 27, 2015, the Town Council adopted Ordinance number 475 to implement a PEG (Public, Education and Government) fee that would be paid by the cable franchisees at a rate of 1% of receipts, net of bad debts. These fees, when collected, are intended to fund programming to help inform or educate the public regarding municipal operations and would also help support the operating costs for any cable television programming or public access programming services provided by the Town. For FY 18-19, estimated revenue for PEG fee is \$122,000, which represents .39% of the total General Fund revenues.



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

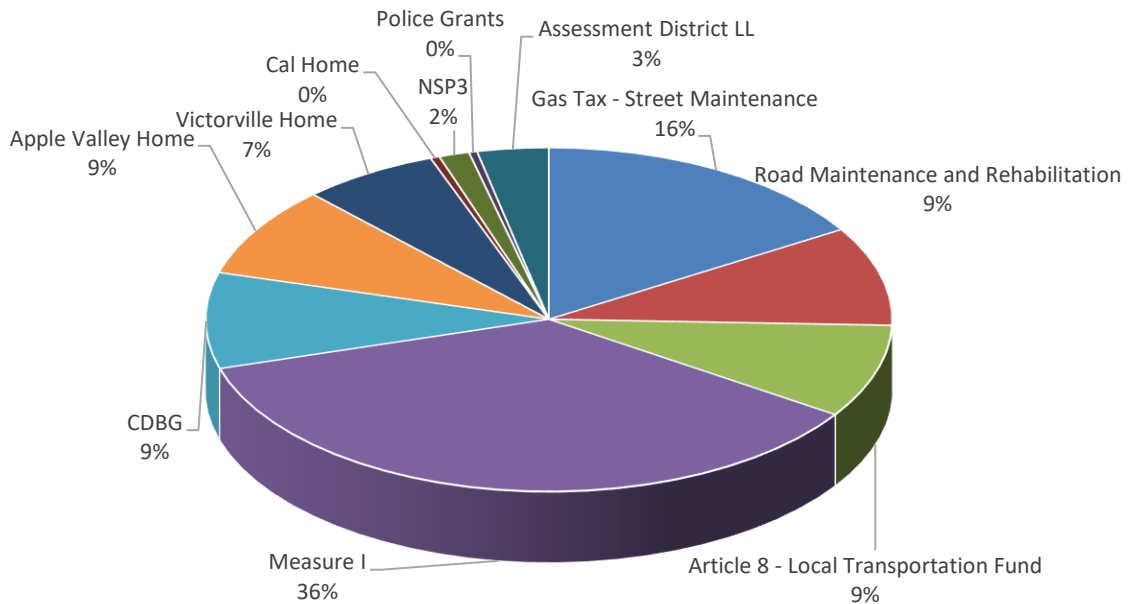
## 2018/19 Special Revenue Funds Revenue

Gas Tax - Street Maintenance	\$2,326,984
RMRA	\$1,302,450
Article 8 - Local Transportation Fund	524,000
Measure I	5,446,966
CDBG	1,249,122
Apple Valley Home	1,212,593
Victorville Home	901,560
Cal Home	60,000
NSP3	200,000
Quimby	150,000
Police Grants	22,779
Assessment District LL	320,000
<b>Total-Special Rev Funds Revenue</b>	<b><u><u>\$13,716,454</u></u></b>



## 2018/19 Special Revenue Funds Expenditures

Gas Tax - Street Maintenance	\$2,271,023
Road Maintenance and Rehabilitation	1,302,450
Article 8 - Local Transportation Fund	1,227,000
Measure I	5,037,625
CDBG	1,261,423
Apple Valley Home	1,195,601
Victorville Home	901,560
Cal Home	60,000
NSP3	200,000
Police Grants	53,628
Assessment District LL	470,000
<b>Total-Special Rev Funds Expenditures</b>	<b><u><u>\$13,980,310</u></u></b>

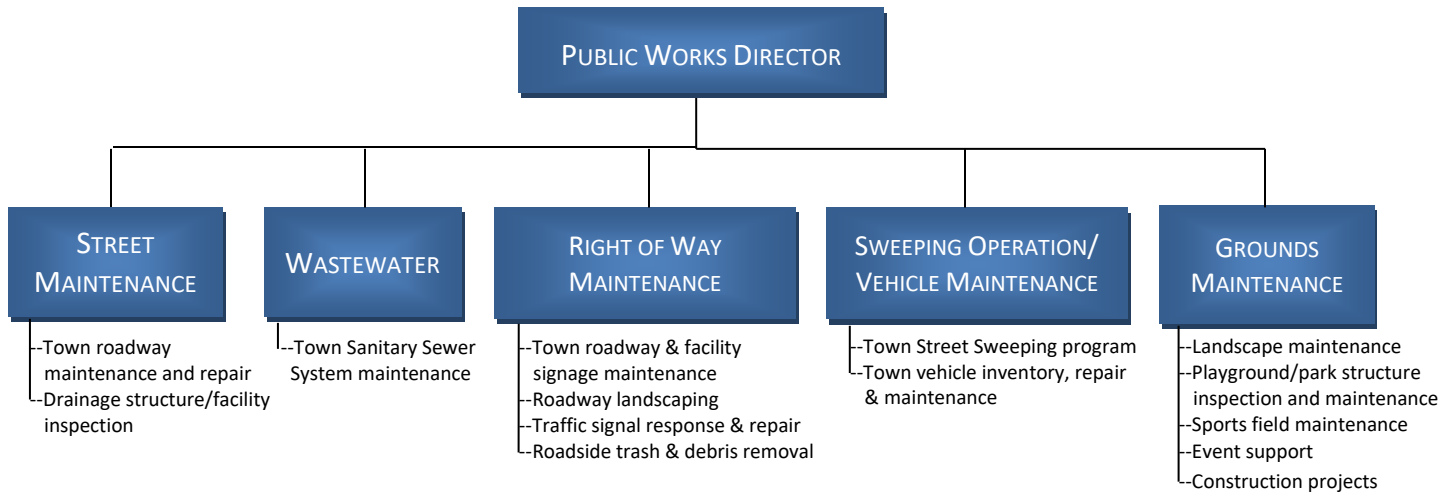


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Town of Apple Valley

# PUBLIC WORKS



## DEPARTMENT DESCRIPTION

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

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

The Wastewater Enterprise Funds are used for the ongoing obligation to provide and maintain wastewater collection and transmission systems and conform to the Town’s Sanitary Sewer Management Plan as mandated by the California State Water Resources Control Board.

The Parks and Recreation Funds are used for the ongoing responsibility for all landscaping, turf management and sports field maintenance in the Town’s 12 parks and 139 acres of developed land, including playground and recreational use areas.

Besides the department Administration, the Public Works Department is comprised of 5 divisions as follows: Wastewater Division, Street Maintenance Division, Right-Of-Way Maintenance Division, Sweeping Operation/Vehicle Maintenance Division and Grounds Maintenance Division.

## DIVISION/MAJOR PROGRAM DESCRIPTIONS

**Administration:** Directs all facets of operations, sets priorities and assigns resources. It is responsible for evaluating services, interpreting policies, developing comprehensive programs tailored to community needs, recommending and prioritizing projects based on anticipated demands and performing long range planning and strategic programming of projects. Administration represents the Town on various boards and provides legislative representation as required. The Director of Public Works is an active participant at the Victor Valley Wastewater Reclamation Authority (VWRA) Board Meetings, providing technical review and advice to the Town’s appointed Commissioner on VWRA Board of

Commissioners. This section ensures compliance with Vision 2020 objectives regarding Safe Community, Adequate and Well-Maintained Infrastructure, A Thriving Economy, A Strong Transportation System, Ample Parkland and Diverse Recreational Opportunities, Highest Quality Staff, and Promotes Partnerships with other Governmental and Private Sector Agencies.

**Wastewater:** Responsible for the maintenance and operation of the Town’s collection and transmission systems, including 145 miles of pipeline, 3,059 manhole structures, 269 clean-out structures and 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. Monitors compliance with Vision 2020 goals of A Safe Community and Adequate and Well-Maintained Infrastructure by making sure that all Town sewer facilities are maintained and overflows are prevented.

**Street Maintenance:** Responsible for the maintenance and repair of all Town paved/improved and some unpaved roads. The division performs various types of pavement preservation and rehabilitation work, sidewalk repair and replacement, local drainage structure/facility inspection and cleaning, traffic signal system response and repair, roadway marking maintenance and replacement, and provides emergency response to roadway clearing or closing/diverting. This Section ensures compliance with Vision 2020 Goals of Adequate and Well-Maintained Infrastructure and a strong transportation system.

**Right-Of-Way:** Responsible for the maintenance and repair of Town roadway and facility signage, roadway landscaping, assessment district landscaping and drainage facilities, traffic signal system response and repair, public property graffiti abatement, public bus shelter construction, maintenance and repair, and roadside trash, debris and vegetation removal. This section ensures compliance with Vision 2020 goals of helping provide a Safe Community and Adequate and Well-Maintained Infrastructure.

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

**Grounds Maintenance:** Responsible for the maintenance, upkeep and repair of the Town’s 12 parks and 139 acres of developed land. The Division is also responsible for event support for many of the various departments within the Town organization. This section ensures compliance with Vision 2020 goals of Adequate and Well-Maintained Infrastructure and Ample Parkland and Diverse Recreational Opportunities.



## 2017-18 HIGHLIGHTS

- Continued sewer manhole rehabilitation project (year 5 of 7)
- Adjusted manholes on Bear Valley Road between Navajo and Central
- Refurbished pump at Jess Ranch Sewer Lift Station #1
- Completed manhole repair on South Outer Highway 18 between Atnah and Mandan
- Maintained newly developed Mojave Riverwalk and Yucca Loma Bridge
- Purchased new paving equipment
- Installed 50 signs that were donated to the Town along bike routes saying to pass with a 3-foot minimum
- Four employees obtained their Class B Driver's License
- Installed tire-derived rubber mulch at 5 parks using a grant from CalRecycle
- Continued to support all Town events

## 2018-19 GOALS AND OBJECTIVES

- Continue sewer manhole rehabilitation project (year 6 of 7)
- Replace sewer manhole covers in Sewer Assessment District #2A (year 1 of 7)
- Sewer main replacement at locations identified by the Town's Sewer System Management Plan
- Protect public health by minimizing the frequency and impact of sewer system overflows
- Increase productivity on pothole repairs utilizing newly purchased paving equipment
- Replace faded street name signs
- Continue with crack sealing program
- Maintain a clean, safe and graffiti-free Town
- Continue to maintain parks efficiently and conscious of water usage
- Provide courteous, effective, and efficient customer service

<b>Department Workload Indicators – Public Works</b>				
	Actual FY 16-17	Goal FY 17-18	Estimated FY 17-18	Goal FY 18-19
Sewer Mainline Cleaned (miles)	23	30	15	30
Sewer Mainline Video Inspected	19	20	7	20
Manholes Epoxy Coated	20	25	26	25
Dry Well Drainage Structures Cleaned	30	75	10	50
Street Name Signs Replaced	219	100	120	100
Roadway Signs Replaced	396	500	400	400
Roadway Marking Lane Lines Refreshed (miles)	1	3	1	2
Trees Trimmed at Parks	211	200	400	200

Trees Planted at Parks	6	15	10	10
Graffiti Removed (locations)	492	350	350	350
Single Family Sewer Permits	228	150	50	100
Single Family Additions Sewer Permits	8	5	5	5
Commercial Sewer Permits	4	10	5	10
Commercial TI Sewer Permits	12	15	15	15
Multi-Family Sewer Permits	5	3	2	3

<b>Department Performance Measures – Public Works</b>				
	Actual FY 16-17	Goal FY 17-18	Estimated FY 17-18	Goal FY 18-19
Increase the number of manholes inspected from 150 to 200	361	450	150	200
Clean the 8-lift station wet wells once per year	8	8	8	8
Increase the number of curb miles swept from 1,000 to 1,500	740	1,500	1,000	1,500
Sweep a minimum of 500 intersections per year	716	1,000	500	600
Increase the number of potholes filled from 28,000 to 30,000	23,092	30,000	28,000	30,000
Dispatch calls for service within 5 minutes of receiving the call	100%	100%	100%	100%
Complete plumbing fixture count plan check within 2-3 business days	100%	100%	100%	100%



## STREET MAINTENANCE FUND

TOTAL BUDGET - \$ 2,271,023

This budget covers the Town's street maintenance program including street repairs, right of way maintenance and street sweeping. Revenue comes from three major sources: Gas Taxes, Proposition 42 Traffic Congestion Relief Funds and Local Transportation Funds. These funds are restricted for street maintenance and repairs. Total expenditures in the fund are offset by a transfer in from the Local Transportation Fund. All items included in the budget reflect a continuation of a similar aggressive level of street maintenance service when compared to the previous fiscal year. Funds have been allocated to reflect new traffic loads and patterns resulting from various projects. Funds and staffing are dedicated to aiding in accomplishing the goals of Vision 2020 of adequate and well maintained infrastructure as well as maintaining a strong transportation system.



## STREET MAINTENANCE FUND

TOTAL BUDGET - \$2,271,023

STREET MAINTENANCE FUND 2010-5010							
Code	Revenue Classification	Actual Revenue 2015-16	Actual Revenue 2016-17	Amended Budget 2017-18	Estimated Revenue 2017-18	% of Revenue Received	Adopted Budget 2018-19
BEGINNING FUND BALANCE		37,035	(6,710)	326,280	326,280		60,000
4170	Other Revenue Sources	-	-	-	165,905		-
4181	Refunds, Reimb, Rebates	1,516	1,387	2,500	-	0.0%	-
4255	Interest Earnings	33	110	-	-	0.0%	-
6809-5000	Section 2103	366,758	199,260	298,907	297,455	99.5%	572,704
6810	Section 2105	400,853	419,486	433,919	432,753	99.7%	430,074
6811	Section 2106	248,075	260,450	266,874	260,729	97.7%	259,112
6812	Section 2107	521,965	531,840	560,561	533,594	95.2%	533,594
6813	Section 2107.5	7,500	7,500	7,500	7,500	100.0%	7,500
6999	Transfer In - Fund 1001	154,842	1,255,758	155,000	155,000	100.0%	-
6999	Transfer In - Fund 2015	586,637	-	535,100	704,438	131.6%	524,700
Total Revenues		2,288,179	2,675,792	2,260,361	2,557,374	113.1%	2,327,684
Code	Expenditure Classification	Actual Expense 2015-16	Actual Expense 2016-17	Amended Budget 2017-18	Estimated Expense 2017-18	% of Budget Expended	Adopted Budget 2018-19
Personnel Services							
7010	Salaries & Wages	378,472	319,539	324,635	384,079	118.3%	408,383
7030	Wages Overtime	4,851	8,836	7,500	10,446	139.3%	7,500
7110	Cafeteria Benefits	68,329	63,050	63,502	73,649	116.0%	76,090
7120	Deferred Comp	3,722	3,435	3,480	3,548	102.0%	-
7140	RHS	1,734	1,505.12	1,606	1,800	112.1%	3,316
7150	Medicare	5,431	4,697	4,707	5,625	119.5%	5,922
7160	PERS	114,516	35,888	64,215	53,277	83.0%	95,562
Total Personnel		577,056	436,950	469,645	532,424	113.4%	596,773
Operations & Maintenance							
7180	Uniform cleaning and replacement	2,912	2,146	4,000	4,600	115%	4,000
7223	Disposal	1,502	1,475	1,900	2,400	126%	1,900
7229	Education & Training	2,037	50	1,700	1,700	100%	3,100
7241	Meetings & Conferences	1,081	423	1,260	1,260	100%	2,000
7247	Membership & Dues	318	380	750	750	100%	900
7253	Mileage	1,594	-	100	-	0%	100
7259	Miscellaneous	39	168	500	500	100%	500
7265	Office Supplies	273	139	300	300	100%	1,000
7277	Printing	31	-	100	100	100%	100
7289	Subscriptions	-	-	-	-	0%	50
7295-0109	Utilities Phones, Internet	6,453	5,850	7,000	7,800	111%	7,000
7295-0847	Utilities Electricity usage	137,672	105,317	130,000	150,000	115%	130,000
7295-0848	Utilities Natural gas usage	1,122	780	1,000	1,000	100%	1,000
7295-0849	Utilities Water usage	39,477	49,360	33,000	37,000	112%	35,000
7335-4951	NPDES - Compliance	130,608	112,178	125,000	125,000	100%	-
7336-4951	NPDES - Compliance - CAA	24,234	41,574	30,000	30,000	100%	-
7360	Safety	267	758	1,000	1,000	100%	2,300
7655	Building Maintenance	3,550	5,452	5,000	5,000	100%	8,000
7755	Grounds Maintenance	1,159	18	700	700	100%	700
7914	Drain Maint. & Repair	68,450	150	15,000	10,000	67%	15,000
7928	Paving & Sealing	100,603	69,904	-	-	-	-
7935	ROW Maintenance	-	50,616	95,000	95,000	100%	90,000
7956	Signal & Lighting Maint.	108,112	99,795	120,000	130,000	108%	125,000

Code	Expenditure Classification	Actual Expense 2015-16	Actual Expense 2016-17	Amended Budget 2017-18	Estimated Expense 2017-18	% of Budget Expended	Adopted Budget 2018-19
7956-0010	Signal & Lighting Maint. - Engineering	101	4,991		2,000	0%	-
7956-0020	Signal & Lighting Maint. - Damages	-	-	-	-	0%	10,000
7963	Signing	37,812	30,733	30,000	30,000	100%	45,000
7963-0010	Signing - Engineering	1,573	-	-	-	0%	-
7970	Small Tools	87,864	1,942	4,000	4,000	100%	10,000
7977	Street Repairs	25,724	77,276	150,000	150,000	100%	95,000
7984	Street Striping	705	14,996	50,000	50,000	100%	70,000
7984-0010	Street Striping - Engineering	14,830	683	-	-	0%	-
7991	Street Sweeping	4,238	11,927	17,000	15,000	88%	20,000
7995-4951	Transit Services	900	189	19,000	19,000	100%	19,000
8916	Audit	-	-	1,700	-	0%	-
8940	Contracted Services	-	-	500	-	0%	500
8964	Engineering Contractor	2,451	79,204	70,000	87,600	125%	70,000
8964-0020	Engineering Contractor - Drainage	-	-	-	2,400	0%	-
9013	Communications Equipment & Maint	95,752	467	1,000	1,500	100%	5,000
9026	Equipment Maintenance	293	3,148	2,500	2,500	100%	3,500
9052	Gasoline, Diesel, Oil	1,426	22,276	34,000	34,000	100%	34,000
9065	Leased Equipment	25,904	462	350	200	57%	5,000
9078	Safety Equipment	443	456	1,000	1,000	100%	2,000
9091	Vehicle Maintenance	266	8,561	9,000	9,000	100%	12,000
9999	Transfer - 5010	9,348	-	-	-	0%	-
9999	Administrative Overhead	813,743	1,102,006	817,600	817,600	100%	817,600
	<b>Total Operations &amp; Maint</b>	<b>1,754,868</b>	<b>1,905,852</b>	<b>1,780,960</b>	<b>1,829,910</b>	<b>102.7%</b>	<b>1,646,250</b>
9120	Capital Outlay	-	-	461,334	461,320	-	28,000
	<b>Total Capital Expenditures</b>	<b>-</b>	<b>-</b>	<b>461,334.00</b>	<b>461,320</b>	<b>0.0%</b>	<b>28,000</b>
	<b>Total Expenditures</b>	<b>2,331,924</b>	<b>2,342,802</b>	<b>2,711,939</b>	<b>2,823,654</b>	<b>104.1%</b>	<b>2,271,023</b>
	<b>ENDING FUND BALANCE</b>	<b>(6,710)</b>	<b>326,280</b>	<b>(125,298)</b>	<b>60,000</b>	<b>-47.9%</b>	<b>116,661</b>

<b>Personnel Schedule</b>	<b>Actual 2015-16</b>	<b>Actual 2016-17</b>	<b>Actual 2017-18</b>	<b>Adopted 2018-19</b>
<b>Full Time:</b>				
Director of Public Works	0.33	0.33	0.33	0.33
Public Works Manager	0.34	0.34	0.34	0.00
Public Works Supervisor	0.00	0.50	0.50	1.00
Administrative Analyst II	0.00	0.00	0.00	0.50
Administrative Secretary	0.00	0.00	0.00	0.20
Senior Maintenance Worker	2.00	0.50	0.50	0.50
Maintenance Worker II	1.50	2.00	2.00	2.00
Maintenance Worker I	2.00	2.00	2.00	2.00
Custodian	0.00	0.00	0.00	0.50
<b>Total FTE's:</b>	<b>6.17</b>	<b>5.67</b>	<b>5.67</b>	<b>7.03</b>

# SB1 ROAD MAINTENANCE and REHABILITATION FUND

TOTAL BUDGET - \$1,302,450

ROAD MAINTENANCE and REHABILITATION FUND 2011							
Code	Revenue Classification	Actual Revenue 2015-16	Actual Revenue 2016-17	Amended Budget 2017-18	Estimated Revenue 2017-18	% of Revenue Received	Adopted Budget 2018-19
	BEGINNING FUND BALANCE	-	-	-	-		-
4255	Interest	-	-	-	-		-
6814	SB1 Funding	-	-	1,282,450	421,813	0.0%	1,302,450
	Total Revenue	-	-	1,282,450	421,813	32.9%	1,302,450
Code	Expenditure Classification	Actual Expense 2015-16	Actual Expense 2016-17	Amended Budget 2017-18	Estimated Expense 2017-18	% of Budget Expended	Adopted Budget 2018-19
	Capital Projects (Infras.)						
9525	Paving - PMS Priorities	-	-	1,282,450	421,813	0.0%	1,302,450
	Total Expenditures	-	-	1,282,450	421,813		1,302,450
	ENDING FUND BALANCE	-	-	-	-	0.0%	-

# ARTICLE 3 FUND

TOTAL BUDGET - \$ 0

SANBAG funding of Transportation Development Act, Article 3 Pedestrian and Bicycle Program, for Bear Valley Road Bike Path Project grant of \$386,370 plus \$42,930 Share of cost from Measure I funds. Total project cost of \$429,300.

ARTICLE 3 FUND 2013-5210							
Code	Revenue Classification	Actual Revenue 2015-16	Actual Revenue 2016-17	Amended Budget 2017-18	Estimated Revenue 2017-18	% of Revenue Received	Adopted Budget 2018-19
	BEGINNING FUND BALANCE	(142,087)	(175,878)	(91,769)	(91,769)		-
4181-0000	Refunds, Reimbursement, Rebates	-	283,333	-	-	0.0%	-
6835-0000	CalTrans Bicycle Facilities	-	386,370	-	91,769	0.0%	-
6999-2021	Transfer In - 2021	3,755	137,140	-	-	0.0%	-
	Total Revenues	3,755	806,843	-	91,769	-	-

Code	Expenditure Classification	Actual Expense 2015-16	Actual Expense 2016-17	Amended Budget 2017-18	Estimated Expense 2017-18	% of Budget Expended	Adopted Budget 2018-19
9271-0000	Bear Valley Bike Path, Phase I	37,546	439,400	-	-	0.0%	-
9536	Ramona Road Widening	-	283,333	-	-	0.0%	-
	Total Expenditures	37,546	722,733	-	-	-	-
	ENDING FUND BALANCE	(175,878)	(91,769)	(91,769)	-	-	-

# LOCAL TRANSPORTATION FUND

TOTAL BUDGET – \$1,227,000

The expenditures in this budget reflect a transfer of funds to the street maintenance programs. Revenue comes from SB325/Article 8 funds which are restricted for transit or street projects/activities. The expected fund balance at the beginning of the budget year is \$3,375,305 and SB325 funds totaling \$524,000 are expected to be received in fiscal year 2018-19, leaving an expected fund balance at the end of the fiscal year of \$2,672,305.



# LOCAL TRANSPORTATION FUND

TOTAL BUDGET - \$ 1,227,000

LOCAL TRANSPORTATION FUND 2015-2019							
Code	Revenue Classification	Actual Revenue 2015-16	Actual Revenue 2016-17	Amended Budget 2017-18	Estimated Revenue 2017-18	% of Revenue Received	Adopted Budget 2018-19
	BEGINNING FUND BALANCE	1,819,013	1,640,971	1,628,703	1,628,703	100.00%	3,375,305
4181-4951	CDBG Funding - Powhatan Rd Imp	31,500	-	-	-	0.0%	-
4181-4951	TDA Art 3 Funding-Powhatan Rd Imp	-	-	-	-	0.0%	-
4181-4951	VVTA Art 3 Match-Powhatan Rd Imp	-	-	-	-	0.0%	-
4255	Interest Earnings	19,297	12,581	-	-	0.0%	-
6804	Sales Tax - SB 325	639,202	-	856,200	2,281,702	266.5%	524,000
	<b>Total Revenues</b>	<b>689,999</b>	<b>12,581</b>	<b>856,200</b>	<b>2,281,702</b>	<b>266.49%</b>	<b>524,000</b>
Code	Expenditure Classification	Actual Expense 2015-16	Actual Expense 2016-17	Amended Budget 2017-18	Estimated Expense 2017-18	% of Budget Expended	Adopted Budget 2018-19
9292-4951	Bus Stop Imp.-Bear Valley and Central	650	24,849	-	-	0.0%	-
9526-4951	Powhatan Road Street Improvements	277,576	-	-	-	0.0%	-
8940	Contract Services (Bike Lane Nwk Rev)	3,178	-	-	-	0.0%	-
9500	Apple Valley Village Accessibility	-	-	-	-	0.0%	463,000
9501	Bear Valley Road Bus Stop Imp	-	-	-	-	0.0%	240,000
9999	Transfer to Street Maint. - 2010	586,637	-	535,100	535,100	100.0%	524,000
	<b>Total Expenditures</b>	<b>868,041</b>	<b>24,849</b>	<b>535,100</b>	<b>535,100</b>	<b>100.00%</b>	<b>1,227,000</b>
	ENDING FUND BALANCE	1,640,971	1,628,703	1,949,803	3,375,305	173.11%	2,672,305

# MEASURE I FUND

## LOCAL PASS-THROUGH FROM SANBAG

TOTAL BUDGET – \$5,037,625

Measure I Local Pass-Through Funds will be used by the Town of Apple Valley for a variety of transportation related projects, including adding capacity to our regional arterial system, reconstruction, regular and periodic maintenance of existing roadways. These Measure I funds allocated for the Town's local street program (68%) are allocated with 50% of these roads identified specifically on our plan (categorical). The balance may be used on streets identified for reconstruction and regular maintenance chosen based on their priority within the Town's Pavement Management Program (non-categorical). Several projects are in various stages, from inception to completion, utilizing Measure I funds.





## MEASURE I

## LOCAL PASS-THROUGH FROM SANBAG - \$5,037,625

Capital Improvement Program-Measure I Local 2040 - Account Number 2021-5210							
Code	Revenue Classification	Actual Revenue 2015-16	Actual Revenue 2016-17	Amended Budget 2017-18	Estimated Revenue 2017-18	% of Revenue Received	Adopted Budget 2018-19
	BEGINNING FUND BALANCE	5,786,420	5,975,110	6,085,220	6,085,220		4,444,430
4181	Reimb from SB County (9307)	-	39,381	52,000	52,000	0.0%	50,000
4055	Sales Tax - Local (35%)	1,832,650	1,914,963	1,750,000	1,750,000	100.0%	1,900,000
4255	Interest	75,130	32,672	70,000	70,000	100.0%	35,000
6816	Grants	55,117	1,136,387	619,710	619,710	100.0%	3,461,966
6816	SB1 Funding	-	-	31,000	31,000	100.0%	-
	Total Revenue	1,962,896	3,123,404	2,522,710	2,522,710	100.0%	5,446,966
Code	Expenditure Classification	Actual Expense 2015-16	Actual Expense 2016-17	Amended Budget 2017-18	Estimated Expense 2017-18	% of Budget Expended	Adopted Budget 2018-19
	Capital Projects (Infras.)						
9248	Dale Evans Parkway @ Waalew Rd	2,591	190,211	-	-	0.0%	-
9260	AV Safe Rts to School Master Plan	159,645	95,706	43,772	35,000	80.0%	2,810,625
9282	Bear Valley Bridge Rehab	114,770	190,818	2,204,849	700,000	31.7%	600,000
9336-5000	D. Evans Pkwy@Waalew Rd Realign	15,881	56,828	22,500	-	0.0%	25,000
9390	High Desert Corridor	1,654	637	25,000	25,000	100.0%	10,000
9410	Hwy 18/AV Rd Int. Imprv.	19,102	8,258	56,476	11,000	0.0%	200,000
9415-5000	Hwy 18 Shoulder Med Imp (Navajo/Ctrl)	-	-	-	22,500	0.0%	-
9440	Kiowa (VanDusen & Tussing)	27,425	-	-	-	0.0%	-
9447	Mojave Riverwalk South	46,400	987,566	-	-	0.0%	-
9471	Navajo Rd Rehab. (BV to Hwy 18)	7,029	21,720	960,000	960,000	0.0%	-
9525	Paving - PMS Priorities	753,835	60,630	2,000,000	2,000,000	100.0%	1,000,000
9536	Ramona Road Widening	444,369	304,940	-	-	0.0%	-
9538	Rancherias Rd Resurface	6,679	198	-	-	0.0%	-
9546	SanBag Congestion Mgmt Plan	-	-	5,000	5,000	100.0%	5,000
9563	SR25 Rancho Verde Elem School	-	416,383	-	-	0.0%	-
9564	Standing Rock @ Hwy 18	-	-	95,000	95,000	100.0%	-
9560	Tao Road	3,755	3,854	-	-	0.0%	-
9561	BV Intersection Improvements	-	-	-	-	0.0%	50,000
9562	Rio Vista Academy Sidewalk Improv	-	-	-	-	0.0%	50,000
9572	Town Wide Class II Bikeway Upgrade	12,791	40,545	5,000	5,000	0.0%	-
9589	Yucca Loma Elem-Safe Rts SRTS	-	447,742	5,000	5,000	100.0%	-
9588	Yucca Loma Bridge	-	-	200,000	200,000	0.0%	200,000
9593	AV Village SR18 Corridor Enhance	-	-	-	-	0.0%	87,000
9595	Yucca Loma Rd Wdng (YLB to AV Rd)	13,535	11,084	13,720	-	0.0%	-
9595-5000	Yucca Loma Rd Wdng (AV Rd-Rinc.)	144,745	39,035	-	-	0.0%	-
9599	Bear Valley Road Commercial Corr	-	-	100,000	100,000	0.0%	-
9999-2013	Transfer out - 2013	-	137,140	-	-	0.0%	-
	Total Expenditures	1,774,206	3,013,294	5,736,317	4,163,500	72.6%	5,037,625
	ENDING FUND BALANCE	5,975,110	6,085,220	2,871,613	4,444,430	154.8%	4,853,771

# AIR POLLUTION CONTROL

## TOTAL BUDGET - \$0

This fund accounts for AB 2766 revenues received from the State Department of Motor Vehicles which are subvned to the South Coast Air Quality Management District for disbursement to local agencies to implement programs that reduce air pollution from motor vehicles. The AB 2766 Subvention Program provides a funding source to meet requirements of federal and state Clean Air Acts, and for implementation of motor vehicle measures in the AQMD Air Quality Management Plan (AQMP) including support of the Victor Valley Transportation Authority (VVTA), carpooling efforts and other clean air mitigation measures. This coincides with the Vision 2020 goals of maintaining a strong transportation system as well as promoting partnerships with the community and other organizations.

Air Pollution Control 2040-5410							
Code	Revenue Classification	Actual Revenue 2015-16	Actual Revenue 2016-17	Amended Budget 2017-18	Estimated Revenue 2017-18	% of Budget Received	Adopted Budget 2018-19
3600	BEGINNING FUND BALANCE	85,187	83,357	73,348	73,348	100.0%	73,348
6802-4951	Air Pollution AB2766	48,995	51,150	47,320	47,320	100.0%	-
4255	Interest	985	408	-	-	0.0%	-
	Total Revenue	49,980	51,558	47,320	47,320		-
Code	Expenditure Classification	Actual Expense 2015-16	Actual Expense 2016-17	Amended Budget 2017-18	Estimated Expense 2017-18	% of Budget Expended	Adopted Budget 2018-19
8940-4951	Contract Services	47,320	47,320	47,320	47,320	100.0%	-
9300-0000	Capital Projects	4,489	14,248	-	-	0.0%	-
	Total Expenditures	51,809	61,568	47,320	47,320	100.00%	-
	ENDING FUND BALANCE	83,357	73,348	73,348	73,348	100.00%	73,348

# COMMUNITY DEVELOPMENT BLOCK GRANT

TOTAL BUDGET - \$1,261,423

This fund accounts for revenues received from the Department of Housing and Urban Development (HUD) which are to be expended for approved Federal Housing and Community Development Act projects. These revenues must be expended to accomplish one of the following objectives: elimination of slum or blight, benefit low and moderate income persons, or to meet certain urgent community development needs.

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUND 2120-4210							
Code	Revenue Classification	Actual Revenue 2015-16	Actual Revenue 2016-17	Amended Budget 2017-18	Estimated Revenue 2017-18	% of Revenue Received	Adopted Budget 2018-19
6832	FY 13-14 CDBG Allocation	-	-	6,936	-	0.0%	6,936
6833	FY 14-15 CDBG Allocation	-	-	58,088	36,088	62.1%	22,000
6834	FY 15-16 CDBG Allocation	-	-	178,767	152,283	85.2%	17,500
6835	FY 16-17 CDBG Allocation	-	-	206,793	29,500	14.3%	107,124
6836	FY 17-18 CDBG Allocation	-	-	418,262	86,824	20.8%	331,438
6837	FY 18-19 CDBG Allocation	-	-	-	-	-	564,460
6880	Prgm. Income (Transfers in 2110)	-	-	-	-	-	199,664
	<b>Total Revenues</b>	-	-	<b>868,846</b>	<b>304,695</b>	<b>35.1%</b>	<b>1,249,122</b>
Code	Expenditure Classification	Actual Expense 2015-16	Actual Expense 2016-17	Amended Budget 2017-18	Estimated Expense 2017-18	% of Budget Expended	Adopted Budget 2018-19
	<b>Personnel Services</b>						
7010	Salaries & Wages	165,421	159,357	220,622	196,850	89.2%	130,891
7020	Wages Part-Time	32,909	4,166	-	-	0.0%	-
7025	Part-Time Sick Leave	88	44	-	-	0.0%	-
7110	Cafeteria Benefits	24,483	26,708	33,044	30,308	91.7%	17,209
7120	Deferred Compensation	2,998	3,491	4,408	4,343	98.5%	-
7140	RHS	817.68	797	1,102	987	89.6%	654
7150	Medicare	2,887	2,317	3,199	2,864	89.5%	1,903
7160	PERS	62,950	34,387	47,169	40,816	86.5%	32,649
7165	Auto Allowance	-	328	-	-	0.0%	342
7170	Direct Housing Delivery Costs	(71,108)	(28,182)	-	(30,000)	0.0%	(37,400)
	<b>Total Personnel</b>	<b>221,446</b>	<b>203,415</b>	<b>309,544</b>	<b>246,168</b>	<b>79.5%</b>	<b>146,248</b>
7205	Advertising	-	-	1,800	1,800	100.0%	1,002
7229	Education & Training	-	-	950	950	100.0%	950
7241	Meetings & Conferences	-	38	1,100	1,100	100.0%	1,100
7247	Membership and Dues	-	-	125	125	100.0%	125
7253	Mileage	-	-	1,000	1,000	100.0%	800
7265	Office Supplies	21	85	650	650	100.0%	800
7289	Subscriptions	-	-	500	500	100.0%	500
7350	Public Information	-	-	500	500	100.0%	900
8916	Audit	-	-	1,500	1,500	100.0%	1,500
8940	Contract Services	-	-	-	-	0.0%	35,000
8994	Unfunded Loan Costs	9,834	-	-	-	0.0%	-
	<b>Total Operations &amp; Maintenance</b>	<b>9,855</b>	<b>122</b>	<b>8,125</b>	<b>8,125</b>	<b>100.0%</b>	<b>42,677</b>

Code	Expenditure Classification	Actual Expense 2015-16	Actual Expense 2016-17	Amended Budget 2017-18	Estimated Expense 2017-18	% of Budget Expended	Adopted Budget 2018-19
FY 18-19 CDBG Program							
7430-0100	Assistance League of Victor Valley	-	-	12,500	-	0.0%	10,000
7430-0250	Church for Whosoever	-	-	4,000	-	0.0%	5,000
7430-0300	CDBG County Library	-	-	6,000	-	0.0%	10,000
7430-0500	Fair Housing	-	-	10,000	-	0.0%	10,000
7430-0525	Family Assistance League	-	-	10,000	-	0.0%	10,000
7430-0700	HD Homless Services	-	-	12,500	-	0.0%	5,000
7430-0701	Lutheran Social Services of So Cal	-	-	5,000	-	0.0%	50,000
7430-0702	Orenda Foundation	-	-	5,169	-	0.0%	50,000
7430-0703	Thunderbird Park Restroom Project	-	-	60,000	-	0.0%	6,936
7430-0704	James Woody Park Gym Floor	-	-	75,000	-	0.0%	54,000
7430-0705	VV Com Svc Council Repairs	-	-	17,000	-	0.0%	86,250
7430-0706	Small Busines Entrepreneur	-	-	25,000	-	0.0%	143,750
7430-0707	Blight & Slum Elimination	-	-	35,000	-	0.0%	115,000
7430-0960	James Woody Sidewalk & Accessibility	-	-	58,000	-	0.0%	30,000
7430-1175	Microenterprise Business Assistance Pgrm.	-	-	22,000	-	0.0%	6,000
7430-1250	Moses House Ministries/Rose of Sharon	-	-	7,500	-	0.0%	7,500
7430-1450	St John of God Health Care Services	-	-	7,000	-	0.0%	10,000
7430-1480	Victor Valley Comm Services Council	-	-	10,000	-	0.0%	7,000
7430-1500	VV Domestic Violence	-	-	6,500	-	0.0%	80,000
7567-0000	Res Rehab Loans	-	-	260,601	-	0.0%	(80,000)
	<b>Subtotal</b>	-	-	<b>648,770</b>	-	<b>0.0%</b>	<b>616,436</b>
FY 17-18 CDBG Program							
7430-0100	Assistance League of Victor Valley	-	-	-	12,500	0.0%	-
7430-0250	Church for Whosoever	-	-	-	4,000	0.0%	-
7430-0500	Inland Fair Hsing & Mediation Bd. - Fair Hsing	-	-	-	10,000	0.0%	-
7430-0525	Family Assistance Program	-	-	-	10,000	0.0%	-
7430-0700	High Desert Homeless Services	-	-	-	12,500	0.0%	-
7430-0701	Lutheran Social Services of So Cal	-	-	-	5,000	0.0%	-
7430-0300	SB County Library	-	-	-	6,000	0.0%	-
7430-0706	AV Small Business Entrepreneur Start Up	-	-	-	-	0.0%	25,000
7430-0707	AV Blight & Slum Elimination Code Enf. Pgrm.	-	-	-	15,000	0.0%	20,000
7430-0703	AV JW Park Playground Equip Replacement	-	-	-	60,000	0.0%	-
7430-0704	AV Small Business ADA Rehab Loan Pgm	-	-	-	-	0.0%	75,000
7430-1250	Moses House Ministries/Rose of Sharon	-	-	-	7,500	0.0%	-
7430-1480	Victor Valley Community Services Council	-	-	-	10,000	0.0%	-
7430-1500	Victor Valley Domestic Violence	-	-	-	6,500	0.0%	-
7568-0000	Residential Rehabilitation Loan Program	-	-	-	-	0.0%	151,438
7568-0000	Rehabilitation Administration	-	-	-	20,000	0.0%	60,000
7568-0000	Salaries included in Personnel above	-	-	-	(92,176)	0.0%	-
	<b>Subtotal</b>	-	-	-	<b>86,824</b>	-	<b>331,438</b>
FY 16-17 CDBG Program							
7430-0075	Apple Valley Police Protective League	-	7,500	-	-	0.0%	-
7430-0100	Assistance League of Victor Valley	-	10,000	-	-	0.0%	-
7430-0250	Church for Whosoever	-	3,980	-	-	0.0%	-
7430-0500	Inland Fair Hsing & Mediation Bd. - Fair Hsing	-	9,162	-	-	0.0%	-
7430-0525	Family Assistance Program	-	5,000	-	-	0.0%	-
7430-0700	High Desert Homeless Services	-	10,000	-	-	0.0%	-
7430-0701	Lutheran Social Services of So Cal	-	643	-	-	0.0%	-
7430-0702	Moses House Ministries	-	4,650	-	-	0.0%	-
7430-0703	AV Thunderbird Park Restroom Prj.	-	100,000	-	-	0.0%	-
7430-0704	AV JW Park Gym Floor/Roof Repair	-	4,039	-	22,500	0.0%	-
7430-0705	Victor Valley Com. Svc. Council Repairs	-	2,420	-	7,000	0.0%	10,000
7430-1200	Mojave Deaf Services	-	1,550	-	-	0.0%	-
7430-1480	Victor Valley Community Services Council	-	10,000	-	-	0.0%	-
7430-1500	Victor Valley Domestic Violence	-	8,691	-	-	0.0%	-
7567-0000	Residential Rehabilitation Loan Program	-	158,503	-	-	0.0%	97,124
7567-0000	Rehabilitation Administration	-	19,535	-	80,000	0.0%	-
7567-0000	Salaries included in Personnel above	-	-	-	(80,000)	0.0%	-
	<b>Subtotal</b>	-	<b>355,673</b>	-	<b>29,500</b>	-	<b>107,124</b>

Code	Expenditure Classification	Actual Expense 2015-16	Actual Expense 2016-17	Amended Budget 2017-18	Estimated Expense 2017-18	% of Budget Expended	Adopted Budget 2018-19
FY 15-16 CDBG Program							
7430-0075	Apple Valley Police Protective League	-	-	-	-	0.0%	-
7430-0100	Assistance League of Victor Valley	-	-	-	-	0.0%	-
7430-0250	Church for Whosoever	-	-	-	-	0.0%	-
7430-0300	San Bernardino County Library	-	-	-	-	0.0%	-
7430-0500	Inland Fair Hsing & Mediation Bd. - Fair Hsing	-	-	-	-	0.0%	-
7430-0525	Family Assistance Program	-	-	-	-	0.0%	-
7430-0700	High Desert Homeless Services	-	-	-	-	0.0%	-
7430-0960	James Woody Sidewalk & Accessibility	-	7,973	-	58,445	0.0%	-
7430-1160	Mendel Park Basketball Ct & Exercise Equip.	-	30,000	-	-	0.0%	-
7430-1175	Microenterprise Business Assistance Pgrm.	1,331	1,566	-	-	0.0%	17,500
7430-1250	Moses House Ministries/Rose of Sharon	6,000	-	-	-	0.0%	-
7430-1450	St John of God Health Care Services	-	-	-	-	0.0%	-
7430-1480	Victor Valley Community Services Council	10,000	-	-	-	0.0%	-
7430-1500	Victor Valley Domestic Violence	7,500	-	-	-	0.0%	-
7566-0000	Residential Rehabilitation Loan Program	193,460	-	-	93,838	0.0%	-
7566-0000	Rehabilitation Administration	-	54,545	-	56,565	0.0%	-
7566-0000	Salaries included in Personnel above	-	-	-	(56,565)	0.0%	-
9202-4951	AV Bus Stop Accessibility (South Hwy 18)	34,754	-	-	-	0.0%	-
	<b>Subtotal</b>	<b>253,046</b>	<b>94,084</b>	<b>-</b>	<b>152,283</b>	<b>-</b>	<b>17,500</b>
FY 14-15 CDBG Program							
7430-0020	AV Bus Stop Accessibility (Powhatan Rd Imp)	35,295	-	1,607	-	0.0%	-
7430-0075	Apple Valley Police Protective League	10,000	-	-	-	0.0%	-
7430-0100	Assistance League of Victor Valley	10,000	-	-	-	0.0%	-
7430-0250	Church for Whosoever	3,623	-	-	-	0.0%	-
7430-0300	San Bernardino County Library	5,169	-	-	-	0.0%	-
7430-0500	Inland Fair Hsing & Mediation Bd. - Fair Hsing	10,000	-	-	-	0.0%	-
7430-0525	Family Assistance Program	5,000	-	-	-	0.0%	-
7430-0550	Feed My Sheep Ministries	-	-	-	-	0.0%	-
7430-0700	High Desert Homeless Services	10,000	-	-	-	0.0%	-
7430-1050	Manufactured Home Repair Prgm.	25,950	-	-	-	0.0%	-
7430-1175	Microenterprise Business Assistance Pgrm.	-	-	-	-	0.0%	-
7430-1250	Moses House Ministries/Rose of Sharon	-	-	-	-	0.0%	-
7430-1480	Victor Valley Community Services Council	-	-	-	-	0.0%	-
7430-1500	Victor Valley Domestic Violence	-	-	-	-	0.0%	-
7565-0000	Residential Rehabilitation Loan Program	120,215	-	-	36,088	0.0%	-
7565-0000	Rehabilitation Administration	-	-	-	-	0.0%	-
7565-0000	Salaries included in Personnel above	-	-	-	-	0.0%	-
	<b>Subtotal</b>	<b>235,252</b>	<b>-</b>	<b>1,607</b>	<b>36,088</b>	<b>2245.7%</b>	<b>-</b>
FY 13-14 CDBG Program							
7430-0060	AV Golf Course Accessibility	-	-	-	-	0.0%	-
7430-0075	Apple Valley Police Protective League	-	-	-	-	0.0%	-
7430-0100	Assistance League of Victor Valley	-	-	-	-	0.0%	-
7430-0250	Church for Whosoever	-	-	-	-	0.0%	-
7430-0300	San Bernardino County Library	-	-	-	-	0.0%	-
7430-0500	Inland Fair Hsing & Mediation Bd. - Fair Hsing	-	-	-	-	0.0%	-
7430-0550	Feed My Sheep Ministries	-	-	-	-	0.0%	-
7430-0700	High Desert Homeless Services	-	-	-	-	0.0%	-
7430-0953	James Woody Picnic Structures	-	10,057	-	-	0.0%	-
7430-1050	Manufactured Home Repair Prgm.	-	-	-	-	0.0%	-
7430-1175	Microent. Bus. Assist Pgrm. (Reprogrammed)	-	-	-	-	0.0%	-
7430-1480	Victor Valley Community Services Council	-	-	-	-	0.0%	-
7564-0000	Residential Rehabilitation Loan Program	-	-	-	-	0.0%	-
7564-0000	Rehabilitation Administration	-	-	-	-	0.0%	-
7564-0000	Salaries included in Personnel above	-	-	-	-	0.0%	-
2110	Closed Housing Loans	-	(135,381)	-	-	0.0%	-
	<b>Subtotal</b>	<b>-</b>	<b>(125,324)</b>	<b>-</b>	<b>-</b>	<b>22</b>	<b>-</b>
<b>Total Expenditures</b>		<b>719,598</b>	<b>527,970</b>	<b>968,046</b>	<b>558,988</b>	<b>57.7%</b>	<b>1,261,423</b>

Code	Expenditure Classification	Actual Expense 2015-16	Actual Expense 2016-17	Amended Budget 2017-18	Estimated Expense 2017-18	% of Budget Expended	Adopted Budget 2018-19
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	<u>Actual 2015-16</u>	<u>Actual 2016-17</u>	<u>Actual 2017-18</u>	<u>Adopted 2018-19</u>
<b><u>Personnel Schedule</u></b>				
<b>Full Time:</b>				
Assistant Town Manager	0.00	0.05	0.00	0.05
Assistant Director of Econ. Dev. & Housing	0.00	0.00	0.20	0.15
Housing & Community Dev. Spec II	0.86	0.85	0.85	0.85
Housing & Community Dev. Spec I	1.38	1.15	1.10	0.25
Associate Planner	0.16	0.00	0.00	0.00
Executive Secretary	0.00	0.04	0.00	0.00
Program Assistant	0.50	0.60	0.00	0.00
<b>Total FTE's:</b>	<b>2.90</b>	<b>2.69</b>	<b>2.15</b>	<b>1.30</b>

# NSP3

TOTAL BUDGET - \$200,000

This fund accounts for grant revenue received from the federal government for neighborhood stabilization program activities. NSP 3 is a 3-year grant for \$1,463,014 in total. 10% of this amount or \$146,301.40 may be used for administrative costs to administer the grant. The remaining amount of \$1,316,712.60 is to be used for housing activities. The three years for this grant expired in 2014.

NSP3 2131-4210							
Code	Revenue Classification	Actual Revenue 2015-16	Actual Revenue 2016-17	Amended Budget 2017-18	Estimated Revenue 2017-18	% of Revenue Received	Adopted Budget 2018-19
6829	NSP 10/11	-	-	-	-	0.0%	-
4255	Interest Earnings	-	878	-	-	0.0%	-
6880	Program Income	-	22,420	60,000	200,000	100.0%	200,000
<b>Total Revenues</b>		<b>0</b>	<b>23,298</b>	<b>60,000.00</b>	<b>200,000</b>		<b>200,000</b>
Code	Expenditure Classification	Actual Expense 2015-16	Actual Expense 2016-17	Amended Budget 2017-18	Estimated Expense 2017-18	% of Budget Expended	Adopted Budget 2018-19
<b>Personnel Services</b>							
7010	Salaries & Wages	-	-	-	-	0.0%	7,895
7110	Cafeteria Benefits	-	-	-	-	0.0%	1,409
7120	Deferred Comp	-	-	-	-	0.0%	-
7140	RHS	-	-	-	-	0.0%	40
7150	Medicare	-	-	-	-	0.0%	114
7160	PERS	-	-	-	-	0.0%	557
7170	Direct Housing Delivery Costs	-	-	-	-	0.0%	(10,015)
<b>Total Personnel</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>
<b>Operations &amp; Maintenance</b>							
7205	Advertising	-	-	-	-	0.0%	-
7229	Education & Training	-	-	-	-	0.0%	-
7241	Meetings & Conferences	-	-	-	-	0.0%	-
7253	Mileage Exp/Allowance	-	-	-	-	0.0%	-
7265	Office Supplies	-	-	-	-	0.0%	-
7350	Public Information	-	-	-	-	0.0%	-
8972	Legal	-	-	-	-	0.0%	-
<b>Total Operations &amp; Maint</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>
<b>NSP Activities</b>							
7520	NSP Admin - Balance/Carry Over	-	-	-	-	0.0%	-
7521	NSP Acq./Rehab./MFR Uses	71,117	592	-	-	0.0%	-
7522	NSP Down Payment Assistance	-	-	-	-	0.0%	-
7523	New Const./Acq./MFR Uses	-	-	-	-	0.0%	-
7524	NSP Acq./Rehab/Sale/SFR Uses	-	-	60,000	200,000	0.0%	200,000
<b>Total NSP Activities</b>		<b>71,117</b>	<b>592</b>	<b>60,000</b>	<b>200,000</b>	<b>0.0%</b>	<b>200,000</b>
<b>Total Expenses</b>		<b>71,117</b>	<b>592</b>	<b>60,000</b>	<b>200,000</b>	<b>0.0%</b>	<b>200,000</b>

<b>Personnel Schedule</b>	<b>Actual 2015-16</b>	<b>Actual 2016-17</b>	<b>Actual 2017-18</b>	<b>Adopted 2018-19</b>
<b>Full Time:</b>				
Community Development Director	0.00	0.00	0.00	0.00
Housing & Comm. Dev. Spec. II	0.00	0.00	0.00	0.00
Housing & Comm. Dev Spec. I	0.00	0.00	0.00	0.12
<b>Total FTE's:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.12</b>

# APPLE VALLEY HOME

TOTAL BUDGET - \$ 1,195,601

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

APPLE VALLEY HOME 2320-4210							
Code	Revenue Classification	Actual Revenue 2015-16	Actual Revenue 2016-17	Amended Budget 2017-18	Estimated Revenue 2017-18	% of Budget Received	Adopted Budget 2018-19
<b>BEGINNING FUND BALANCE</b>							
6828	AV HOME 2009-10	-	3,939	104,331	-	0.0%	104,331
6829	AV HOME 2010-11	12,846	1,436	-	-	0.0%	-
6830	AV HOME 2011-12	-	16,379	-	-	0.0%	-
6831	AV HOME 2012-13	-	7,211	29,968	29,968	100.0%	-
6832	AV HOME 2013-14	87,804	(20,352)	10,073	10,073	100.0%	-
6833	AV HOME 2014-15	160,417	47,327	75,093	47,094	62.7%	27,999
6834	AV HOME 2015-16	3,426	149,500	162,069	19,682	12.1%	142,387
6835	AV HOME 2016-17	-	46,981	381,544	-	0.0%	381,544
6836	AV HOME 2017-18	-	-	236,480	56,628	23.9%	199,852
6837	AV HOME 2018-19	-	-	-	-	0.0%	236,480
6880	Prgm. Income (transfer in 2110)	-	-	-	-	0.0%	120,000
<b>Total Revenues</b>		<b>264,494</b>	<b>252,421</b>	<b>381,534</b>	<b>163,445</b>	<b>42.8%</b>	<b>1,212,593</b>
Code	Expenditure Classification	Actual Expense 2015-16	Actual Expense 2016-17	Amended Budget 2017-18	Estimated Expense 2017-18	% of Budget Expended	Adopted Budget 2018-19
<b>Personnel Services</b>							
7010	Salaries & Wages	22,612	35,812	60,912	48,729	80.0%	42,207
7020	Salaries Part-Time	-	1,525	-	-	0.0%	-
7110	Cafeteria Benefits	2,951	4,631	8,516	6,813	80.0%	5,672
7120	Deferred Comp	452	1,035	1,218	974	80.0%	-
7140	RHS	113	179	305	244	80.0%	211
7150	Medicare	326	532	883	706	80.0%	612
7160	PERS	7,588	8,230	13,437	10,750	80.0%	9,863
7165	Auto Allowance	-	328	-	-	0.0%	-
7170	Direct Housing Delivery Costs	(7,045)	(17,525)	-	(41,058)	0.0%	(40,934)
<b>Total Personnel</b>		<b>26,996</b>	<b>34,747</b>	<b>85,271</b>	<b>27,158</b>	<b>31.8%</b>	<b>17,631</b>
<b>Operations &amp; Maintenance</b>							
7229	Education & Training	765	587	-	-	0.0%	-
7241	Meetings & Conferences	587	-	225	-	0.0%	225
7253	Mileage	446	-	55	-	0.0%	55
7259	Miscellaneous	150	(125)	-	-	0.0%	-
7265	Office Supplies	671	665	500	-	0.0%	225
7350	Public Information	1,712	2,356	400	-	0.0%	-
7430-0018	16/17 Corinna Grimes	-	578	-	-	0.0%	-
8916	Audit	-	-	1,500	-	0.0%	1,500
8940	Contracted Services	-	18,320	-	-	0.0%	-
8994	Unfunded Loan Costs 2130	-	19,705	-	-	0.0%	-
<b>Total Operations &amp; Maint</b>		<b>4,331</b>	<b>42,085</b>	<b>2,680</b>	<b>-</b>	<b>0.0%</b>	<b>2,005</b>



Code	Expenditure Classification	Actual Expense 2015-16	Actual Expense 2016-17	Amended Budget 2017-18	Estimated Expense 2017-18	% of Budget Expended	Adopted Budget 2018-19
7444-0010	CHDO 2009-10	-	-	11,815	-	0.0%	104,331
7444-0014	CHDO 2013-14	-	-	123,507	-	0.0%	-
7444-0015	CHDO 2014-15	-	-	27,999	-	0.0%	27,999
7444-0016	CHDO 2015-16	3,426	-	29,342	-	0.0%	29,342
7444-0017	CHDO 2016-17	-	92,517	30,257	-	0.0%	230,257
7444-0018	CHDO 2017-18	-	-	30,257	-	0.0%	29,619
7444-0019	CHDO 2018-19	-	-	-	-	0.0%	29,619
7563	RRLP 2012-13	-	-	29,968	29,968	100.0%	-
7564	RRLP 2013-14	-	-	-	10,073	0.0%	-
7565	RRLP 2014-15	74,194	-	33,607	47,094	140.1%	-
7566	RRLP 2015-16	142,966	43,717	98,888	-	0.0%	113,045
7567	RRLP 2016-17	-	(1,233)	151,287	-	0.0%	151,287
7568	RRLP 2017-18	-	-	151,287	-	0.0%	170,233
7569	RRLP 2018-19	-	-	-	-	0.0%	290,233
Total HOME Activities		220,586	135,000	718,214	87,135	12.1%	1,175,965
Total Expenditures		251,914	211,832	806,165	114,293	14.2%	1,195,601
ENDING FUND BALANCE		12,580	40,589	(424,631)	49,152	-11.6%	16,992

	Actual 2015-16	Actual 2016-17	Actual 2017-18	Adopted 2018-19
<b>Personnel Schedule</b>				
<b>Full Time:</b>				
Assistant Town Manager	0.00	0.05	0.00	0.00
Asst. Director Economic Develop & Housing	0.00	0.00	0.00	0.15
Housing & Comm Dev. Spec. II	0.14	0.15	0.15	0.15
Housing & Comm Dev. Spec. I	0.12	0.35	0.40	0.13
Executive Secretary	0.00	0.00	0.25	0.00
<b>Total FTE's:</b>	<b>0.26</b>	<b>0.55</b>	<b>0.80</b>	<b>0.43</b>

# VICTORVILLE HOME

TOTAL BUDGET - \$ 901,560

This fund accounts for revenue received from the Department of Housing and Urban Development (HUD) to reimburse the City of Victorville for funds expended assisting low and moderate income individuals to purchase homes. The Town of Apple Valley and the City of Victorville have partnered in the Apple Valley Consortium to acquire HOME funds directly from HUD. The Town is the lead agency in the Consortium and responsible for the administration of the program. The City of Victorville provides expenditure documentation quarterly to the Town. The Town reimburses Victorville and then draws down funds from HUD to reimburse the Town.

VICTORVILLE HOME 2330-4210							
Code	Revenue Classification	Actual Revenue 2015-16	Actual Revenue 2016-17	Amended Budget 2017-18	Estimated Revenue 2017-18	% of Budget Received	Adopted Budget 2018-19
BEGINNING FUND BALANCE		-	30,181	(399)	(399)		(399)
6827	HOME 08-09	-	-	-	-	0%	-
6828	HOME 09-10	11,279	-	-	-	0%	-
6830	HOME 11-12	-	-	-	-	0%	-
6831	HOME 12-13	68,423	(6,637.31)	8,305	8,305	100.0%	-
6832	HOME 13-14	-	20,352.09	254,682	254,682	100.0%	-
6833	HOME 14-15	252,271	21,573.33	47,674	47,674	100.0%	-
6834	HOME 15-16	19,707	522,482.46	1,049,022	816,662	77.8%	232,360
6835	HOME 16-17	-	16,131.65	430,462	300,000	69.7%	130,462
6836	HOME 17-18	-	-	358,090	149,442	41.7%	208,648
6837	HOME 18-19	-	-	-	-	0%	330,090
Total Revenues		351,680	573,902	2,148,235	1,576,765	73.4%	901,560
Code	Expenditure Classification	Actual Expense 2015-16	Actual Expense 2016-17	Amended Budget 2017-18	Estimated Expense 2017-18	% of Budget Expended	Adopted Budget 2018-19
7405-0000	Acquisition, Rehab, and Resale	11,279	-	-	-		-
7444-0013	CHDO 12-13	-	-	8,305	8,305	100%	-
7444-0014	CHDO 13-14	-	-	44,926	44,926	100%	-
7444-0015	CHDO 14-15	-	-	47,674	47,674	100%	-
7444-0016	CHDO 15-16	4,409	317,375	103,949	816,662	786%	232,360
7444-0017	CHDO 16-17	-	-	50,249	-	0%	50,249
7444-0018	CHDO 17-18	-	-	50,249	-	0%	50,648
7444-0019	CHDO 18-19	-	-	-	-	0%	50,648
7481-0059	HOME Administration 17-18	16,361	-	16,340	16,340	100%	-
7481-0060	HOME Administration 18-19	15,298	-	-	-	0%	16,340
7504-0013	MAP 12/13	24,900	-	-	-	0%	-
7598-0023	Senior Repair Program 12-13	-	44,433	-	-	0%	-
7598-0024	Senior Repair Program 13-14	14,872	-	-	-	0%	-
7598-0025	Senior Repair Program 14-15	234,380	3,989	-	-	0%	-
7598-0026	Senior Repair Program 15-16	-	229,472	-	-	0%	-
7598-0027	Senior Repair Program 16-17	-	9,213	-	-	0%	80,213
7598-0028	Senior Repair Program 17-18	-	-	229,472	133,102	58%	130,000
7598-0029	Senior Repair Program 18-19	-	-	-	-	0%	263,102
7645-0000	Victorville CHDO Project 13-14	-	-	209,756	209,756	100%	-
7645-0001	Victorville CHDO Nat Core 16-	-	-	300,000	300,000	100%	-
7645-0002	Victorville CHDO RE Recov. Mission 17-18	-	-	-	-	0%	28,000
Total Expenditures		321,499	604,482	1,060,920	1,576,765	149%	901,560
ENDING FUND BALANCE		30,181	(399)	1,086,916	(399)	0%	(399)

# APPLE VALLEY CalHOME

TOTAL BUDGET - \$60,000

This fund accounts for revenue received from two three-year \$1,000,000 grants awarded in 2010 and in 2012 from the State of California Department of Housing and Urban Development for assisting low and moderate income individuals to purchase homes. \$312,590 of the grant was for Residential Rehabilitation Loans and \$972,083 was for Down Payment Assistance.

Apple Valley CalHome 2410-4210							
Code	Revenue Classification	Actual Revenue 2015-16	Actual Revenue 2016-17	Amended Budget 2017-18	Estimated Revenue 2017-18	% of Budget Received	Adopted Budget 2018-19
BEGINNING FUND BALANCE		(481,656)	477,831	477,831	477,831		-
4255	Interest Earnings	-	-	-	-	0.00%	-
6829	10 Cal Home - 6694	-	-	-	-	0.00%	-
6830	11 Cal Home - 8828	382,572	-	-	-	0.00%	-
6831	12 Cal Home	576,915	-	-	-	0.00%	-
6885	Prgm Income - Cal Home	65,958	113,993	60,000	60,000	0.00%	60,000
Total Revenues		1,025,445	113,993	60,000	60,000	100.0%	60,000
Code	Expenditure Classification	Actual Expense 2015-16	Actual Expense 2016-17	Amended Budget 2017-18	Estimated Expense 2017-18	% of Budget Expended	Adopted Budget 2018-19
7450	Closed Housing Loans	65,958	113,993	-	-	0.00%	-
7465	DAP 2010-2012	-	-	-	-	0.00%	-
7466	DAP 2012-2014	-	-	-	-	0.00%	-
7467	DAP 2014-2015	-	-	60,000	60,000	100.00%	60,000
7563	RRLP - 2012-2013	-	-	-	-	0.00%	-
7564	RRLP - 2013-2014	-	-	-	-	0.00%	-
7565	RRLP - 2014-2015	-	-	-	-	0.00%	-
Total Expenditures		65,958	113,993	60,000	60,000	100.0%	60,000
ENDING FUND BALANCE		477,831	477,831	477,831	-	0.00%	-

# PARKS & RECREATION QUIMBY FUND

TOTAL BUDGET - \$ 0.00

This fund accounts for revenues generated by development and restricted for use in direct park improvements and development as provided under California State Government Code Section 66477.

Parks & Recreation Quimby Fund - Account Number 2520-5210							
Code	Revenue Classification	Actual Revenue 2015-16	Actual Revenue 2016-17	Amended Budget 2017-18	Estimated Revenue 2017-18	% of Budget Received	Adopted Budget 2018-19
	BEGINNING FUND BALANCE	53,535	229,242	378,838	378,838		533,838
6166	Quimby Fees	172,164	155,648	115,000	155,000	134.8%	150,000
4255	Interest	3,543	2,858	-	-	0.0%	-
	Total Revenues	175,707	158,506	115,000	155,000	134.8%	150,000
Code	Expenditure Classification	Actual Expenses 2015-16	Actual Expenses 2016-17	Amended Budget 2017-18	Estimated Expense 2017-18	% of Budget Received	Adopted Budget 2018-19
9300	Capital Projects	-	8910	-	-	0.0%	-
9444	Land Acquisition	-	-	-	-	0.0%	-
9610	Tr to 2510 - Parks Master Plan	-	-	-	-	0.0%	-
	Total Expenditures	-	8,910	-	-	0.0%	-
	ENDING FUND BALANCE	229,242	378,838	493,838	533,838	108.1%	683,838

# POLICE GRANTS

TOTAL BUDGET - \$ 53,628

This fund is used to account for revenues received for the Department of Justice, the Department of Homeland Security, Cal EMA and other agencies for public safety activities. Annual JAG and JAG AARA Grants are used for the juvenile officer and other Cal Pal programs. Cal EMA funds are used for the Cal Pal program and to supplement costs of a juvenile officer.

Police Grants - Account Number 2610							
Code	Revenue Classification	Actual Revenue 2015-16	Actual Revenue 2016-17	Amended Budget 2017-18	Estimated Revenue 2017-18	% of Budget Received	Adopted Budget 2018-19
	BEGINNING FUND BALANCE	(16,643)	31,011	15,802	15,802		(466)
2516-6927	Annual JAG Grant 2015	32,697	15,663	-	-	0.0%	-
2517-6927	Annual JAG Grant	-	-	15,663	15,663	0.0%	-
2519-6927	Homeland Security	19,767	16,505	22,000	16,505	75.0%	22,779
2520-6927	Cal GR	128,676	-	35,000	-	0.0%	-
	<b>Total Revenues</b>	<b>181,140</b>	<b>32,168</b>	<b>72,663</b>	<b>32,168</b>	<b>44.3%</b>	<b>22,779</b>
Code	Expenditure Classification	Actual Expenses 2015-16	Actual Expenses 2016-17	Amended Budget 2017-18	Estimated Expense 2017-18	% of Budget Expended	Adopted Budget 2018-19
7020	Salaries Part-Time	-	6,530	32,884	26,058	79.2%	32,884
7150	Medicare	-	95	477	378	79.2%	477
	<b>Total Personnel</b>	<b>-</b>	<b>6,625</b>	<b>33,361</b>	<b>26,436</b>	<b>79.2%</b>	<b>33,361</b>
2015	JAG Grant 2516						
8940	Contract Services	-	20,752	25,426	-	0.0%	-
	<b>Total Annual JAG Grant</b>	<b>-</b>	<b>20,752</b>	<b>25,426</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>
Homeland Security	2519						
7370	Special Department Supplies	19,767	20,000	15,663	22,000	140.5%	20,267
	<b>Total Homeland Security</b>	<b>19,767</b>	<b>20,000</b>	<b>15,663</b>	<b>22,000</b>	<b>0.0%</b>	<b>20,267</b>
Cal GR	2520						
8940	Contract Services Cal Pal	113,719	-	-	-	0.0%	-
	<b>Total Cal E M A</b>	<b>113,719</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>
	<b>Total Expenditures</b>	<b>133,486</b>	<b>47,377</b>	<b>74,450</b>	<b>48,436</b>	<b>65.06%</b>	<b>53,628</b>
	<b>ENDING FUND BALANCE</b>	<b>31,011</b>	<b>15,802</b>	<b>14,015</b>	<b>(466)</b>		<b>(31,315)</b>

<b>Personnel Schedule</b>	<b>Actual 2015-16</b>	<b>Actual 2016-17</b>	<b>Actual 2017-18</b>	<b>Adopted 2018-19</b>
<b>Part Time:</b>				
Boxing Coach (PAL)	0.00	0.48	0.48	0.48
Senior Office Assistant	0.00	0.48	0.48	0.48
<b>Total FTE's:</b>	<b>0.00</b>	<b>0.96</b>	<b>0.96</b>	<b>0.96</b>

# ASSET SEIZURE

TOTAL BUDGET - \$0

This fund accounts for revenue received from asset forfeiture/seizure activities. These funds are tracked and reported to the Federal Government based upon case activity. Upon conclusion of a case, assets forfeited or seized are re-distributed to local agencies based upon the assets forfeited or seized within each jurisdiction. These funds are then used for future drug enforcement activities and split 85% to Asset Seizure Fund and 15% to Drug and Gang Prevention Fund.

Asset Seizure - Account Number 2620-2010							
Code	Revenue Classification	Actual Revenue 2015-16	Actual Revenue 2016-17	Amended Budget 2017-18	Estimated Revenue 2017-18	% of Budget Received	Adopted Budget 2018-19
BEGINNING FUND BALANCE		12,802	1,884	1,896	1,896		-
4255	Interest	26	12	-	-	0.0%	-
6806	Asset Seizure	746	-	8,000	8,000	100.0%	-
Total Revenues		772	12	8,000	8,000	100.0%	-
Code	Expenditure Classification	Actual Expenses 2015-16	Actual Expenses 2016-17	Amended Budget 2017-18	Estimated Expense 2017-18	% of Budget Expended	Adopted Budget 2018-19
7370	Special Department Supplies	3,365	-	12,000	9,896	82.5%	-
9120	Capital Equipment	-	-	-	-	0.0%	-
9514	P D T/I - 2014-2015	8,325	-	-	-	0.0%	-
9999	Transfer Out - 2610	-	-	-	-	0.0%	-
Total Expenditures		11,690	-	12,000	9,896	82.5%	-
ENDING FUND BALANCE		1,884	1,896.00	(2,104)	-	0.0%	-

# DRUG & GANG PREVENTION

TOTAL BUDGET - \$ 0.00

This fund accounts for revenue received from asset forfeiture/seizure activities. These funds are tracked and reported to the Federal Government based upon case activity. Upon conclusion of a case, assets forfeited or seized are re-distributed to local agencies based upon the assets forfeited or seized within each jurisdiction. These funds are then used for future drug enforcement activities and split 85% to Asset Seizure Fund and 15% to Drug and Gang Prevention Fund.

Drug and Gang Prevention - Account Number 2630-2010							
Code	Revenue Classification	Actual Revenue 2015-16	Actual Revenue 2016-17	Amended Budget 2017-18	Estimated Revenue 2017-18	% of Budget Received	Adopted Budget 2018-19
BEGINNING FUND BALANCE		7,415	5,957	5,997	5,997		5,997
4255	Interest	62	40	-	-	0.0%	-
6806	Asset Seizure	1,859	-	2,000	-	0.0%	-
Total Revenues		1,921	40	2,000	-	0.0%	-
Code	Expenditure Classification	Actual Expenses 2015-16	Actual Expenses 2016-17	Amended Budget 2017-18	Estimated Expense 2017-18	% of Budget Expended	Adopted Budget 2018-19
7370	Special Department Supplies	3,379	-	-	-	0.0%	-
Total Expenditures		3,379	-	-	-	0.0%	-
ENDING FUND BALANCE		5,957	5,997	7,997	5,997	75.0%	5,997

# LIGHTING AND LANDSCAPE DISTRICT

TOTAL BUDGET - \$ 470,000

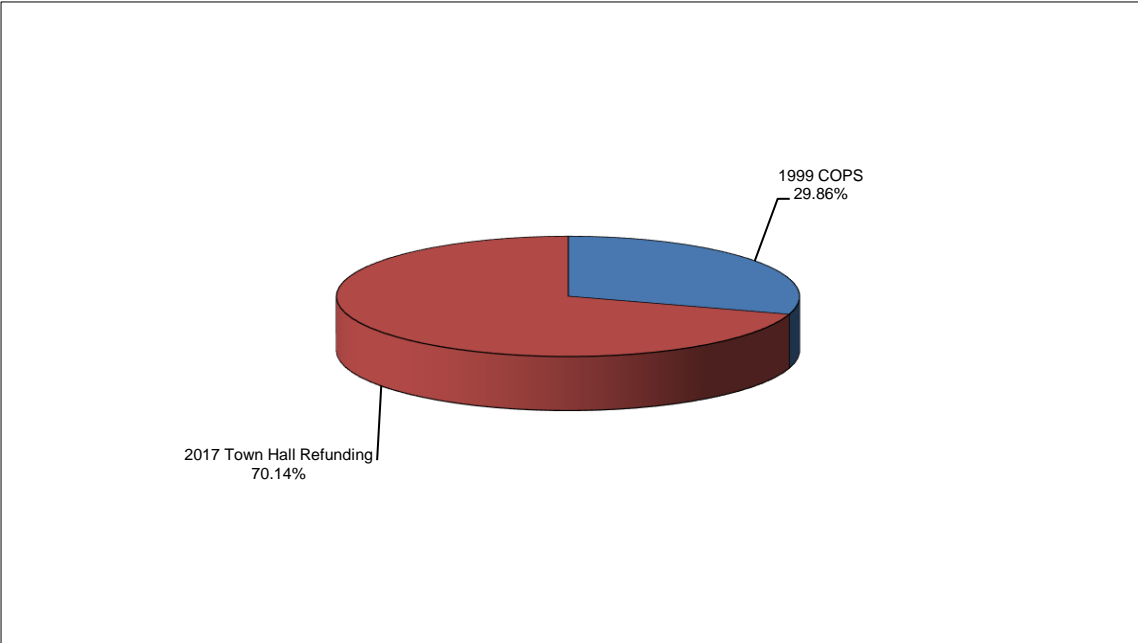
This fund accounts for the revenues and expenditures of all Assessment Districts which provides landscaping and right-of-way maintenance in accordance with the homeowners' agreement.

LL Assess. Dist - Account Number 2810-3310							
Code	Revenue Classification	Actual Revenue 2015-16	Actual Revenue 2016-17	Amended Budget 2017-18	Estimated Revenue 2017-18	% of Budget Received	Adopted Budget 2018-19
	BEGINNING FUND BALANCE	1,232,816	1,362,929	1,416,652	1,416,652		1,253,652
4020	Property Tax	323,299	318,022	320,000	300,000	93.8%	315,000
4255	Interest	15,718	9,214	2,500	7,000	280.0%	5,000
	Total Revenues	339,017	327,236	322,500	307,000	95.2%	320,000
Code	Expenditure Classification	Actual Expenses 2015-16	Actual Expenses 2016-17	Amended Budget 2017-18	Estimated Expense 2017-18	% of Budget Used	Adopted Budget 2018-19
7935	Right of Way Maintenance	201,106	269,312	460,000	460,000	100.0%	460,000
8964	Engineering Contractor	7,799	4,200	10,000	10,000	100.0%	10,000
	Total Expenditures	208,904	273,513	470,000	470,000	100.0%	470,000
	ENDING FUND BALANCE	1,362,929	1,416,652	1,269,152	1,253,652	98.8%	1,103,652



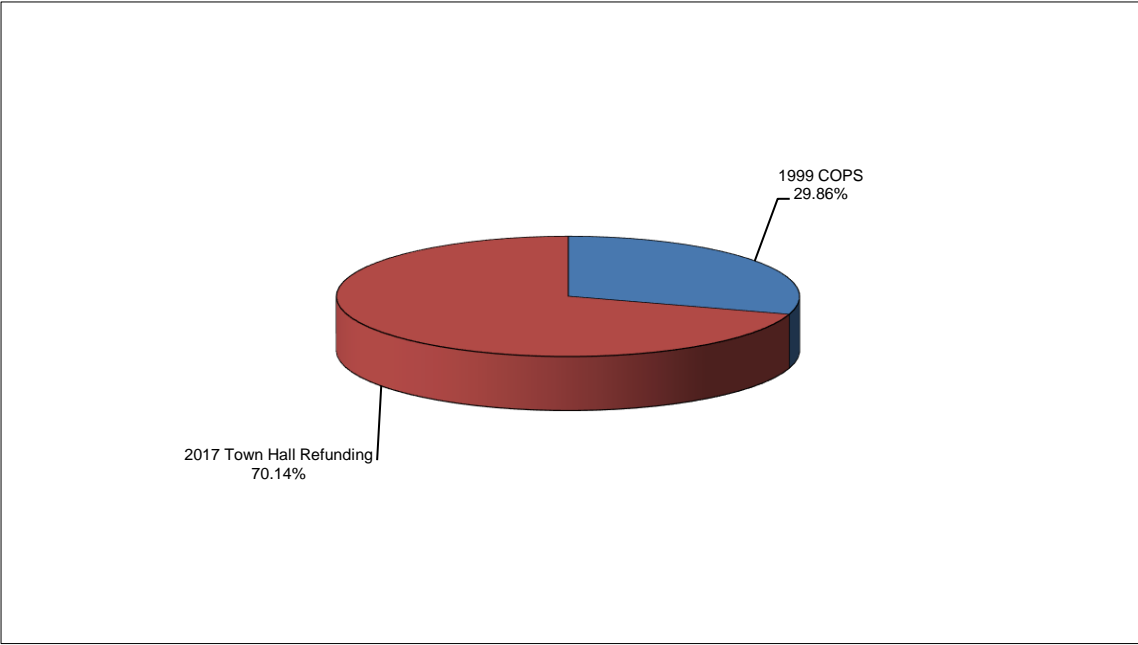
# 2018/19 Debt Service Funds Revenue

1999 COPS	408,000
2017 Town Hall Refunding	958,335
Total Debt Service Funds Expense	<u><u>\$1,366,335</u></u>



# 2018/19 Debt Service Funds Expense

1999 COPS	408,000
2017 Town Hall Refunding	958,335
Total Debt Service Funds Expense	<u><u>\$1,366,335</u></u>



# DEBT SERVICE FUNDS

TOTAL BUDGET - \$1,366,335

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

2007 TOWN HALL REVENUE BONDS – This fund accounts for and report financial resources that are restricted for the payment of interest ar principal on the 2007 Town Hall Revenue Bonds.

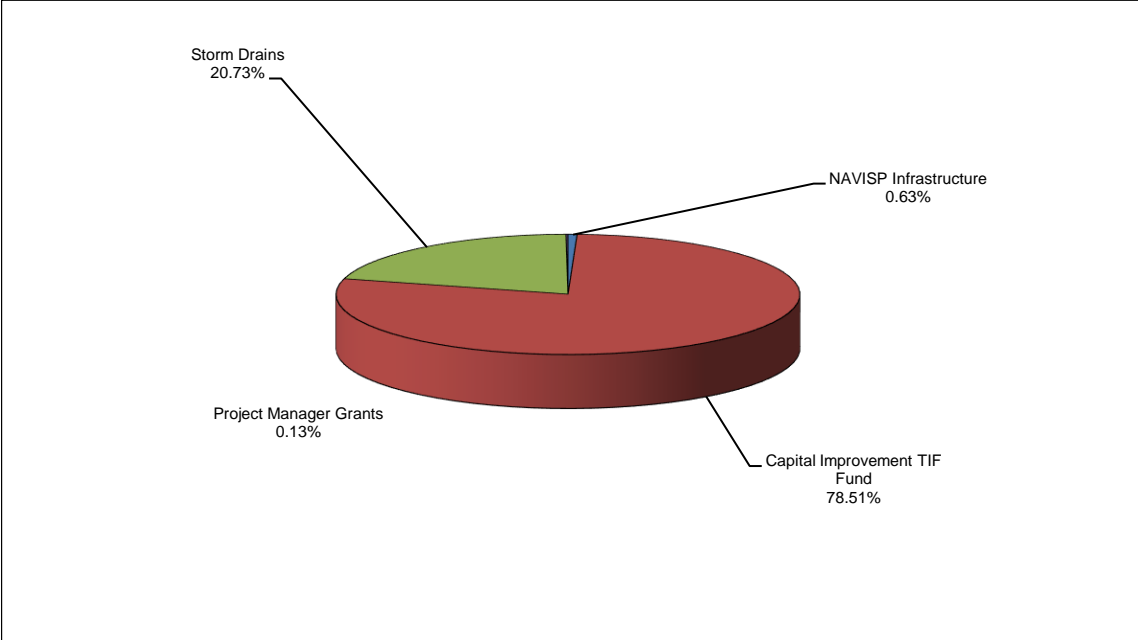
1999 COPS FUND – This fund accounts for and report financial resources restricted for the payment of interest and principal on the 1999 Put Facilities Financing Project Certificates of Participation.

2001 COPS FUND – This fund accounts for and report financial resources to advance refund and economically defease the \$2,570,000 Certif of Participation issued on August 1, 1995 and payment of interest and principal on the 2001 Certificate of participation.

Debt Service Fund - 1999, 2001 and 2007 COP's - Funds 4105-1500, 4106-1500, & 4108-1500							
Code	Revenue Classification	Actual Revenue 2015-16	Actual Revenue 2016-17	Amended Budget 2017-18	Estimated Revenue 2017-18	% of Budget Received	Adopted Budget 2018-19
BEGINNING FUND BALANCE		-	0	(883,104)	(883,104)		(883,104)
9610	Transfer from General Fund						
	1999 COP's 4105-1500-6999-1001	389,499	390,974	409,000	409,000	100.0%	408,000
	2001 COP's 4106-1500-6999-1001	252,068	-	-	-	0.0%	-
	2007 Lease Revenue 4108-1500-6999-1001	880,769	-	-	-	0.0%	-
	2017 Site and Faciltiy Lease 4108-1500-6999-1001	-	-	-	145,417	0.0%	958,335
Total Revenues		1,522,337	390,974	409,000	554,417	135.6%	1,366,335
Code	Expenditure Classification	Actual Expense 2015-16	Actual Expense 2016-17	Amended Budget 2017-18	Estimated Expense 2017-18	% of Budget Expended	Adopted Budget 2018-19
Debt Service							
9840	1999 COP's Principal 4105-1500-9840-0000	350,000	355,000	365,000	365,000	100.0%	375,000
9860	1999 COP's Interest 4105-1500-9860-0000	2,039	8,602	3,000	3,000	100.0%	3,000
9840	2001 COP's Principal 4106-1500-9840-0000	247,000	-	-	-	0.0%	-
9860	2001 COP's Interest 4106-1500-9860-0000	43	-	-	-	0.0%	-
9840	2007 Lease Revenue Principal 4108-1500-9840-0000	490,000	515,000	-	-	0.0%	-
9860	2007 Lease Revenue Interest 4108-1500-9860-0000	388,019	365,406	-	-	0.0%	-
9840	2017 Site and Facility Lease Pri 4108-1500-9840-0000	-	-	-	-	0.0%	720,000
9860	2017 Site and Facility Lease Int 4108-1500-9860-0000	-	-	-	145,417	0.0%	235,335
8940	Debt Service Admin 4105-1500-8940-0000	37,460	27,320	41,000	41,000	100.0%	30,000
8940	Debt Service Admin 4106-1500-8940-0000	5,025	-	-	-	0.0%	-
8940	Debt Service Admin 4108-1500-8940-0000	2,750	2,750	-	-	0.0%	-
8940	Debt Service Admin 4108-1500-8940-0000	-	-	-	-	0.0%	3,000
Total Expenditures		1,522,336	1,274,078	409,000	554,417	135.6%	1,366,335
ENDING FUND BALANCE		0	(883,104)	(883,104)	(883,104)	-	(883,104)

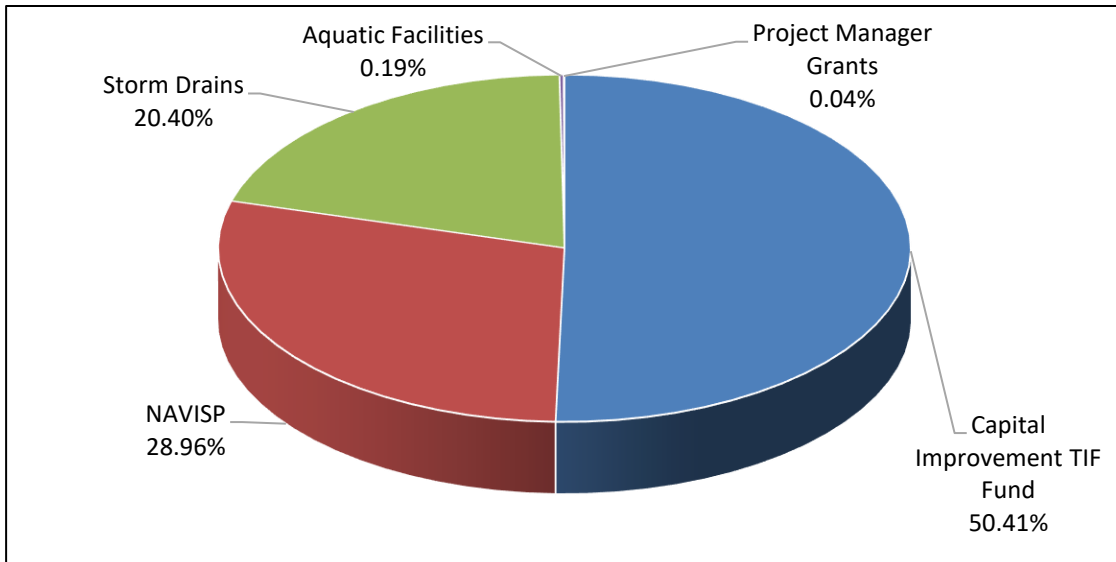
# 2018/19 Capital Improvement Funds Revenue

NAVISP Infrastructure	\$	6,000
Capital Improvement TIF Fund		750,000
Storm Drains		198,000
Project Manager Grants		1,319
Total-CIP Funds Revenue	<u>\$</u>	<u>955,319</u>



## 2018/19 Capital Improvement Funds Expenditures

Capital Improvement TIF Fund	\$	1,680,333
NAVISP		965,274
Storm Drains		680,000
Aquatic Facilities		6,500
Project Manager Grants		1,319
Total-CIP Funds Expenditures	<u>\$</u>	<u>3,333,426</u>



# NAVISP INFRASTRUCTURE

TOTAL BUDGET: \$965,274

This fund accounts for revenues received and expenditures for the construction of infrastructure improvement projects related to implementation of the North Apple Valley Industrial Specific Plan (NAVISP).

NAVISP Infrastructure 4050-4310							
Code	Revenue Classification	Actual Revenue 2015-16	Actual Revenue 2016-17	Amended Budget 2017-18	Estimated Revenue 2017-18	% of Budget Received	Adopted Budget 2018-19
	BEGINNING FUND BALANCE	1,650,527	1,669,681	1,680,792	1,680,792		1,686,792
4255	Interest	19,377	11,111	6,000	6,000	100.0%	6,000
	Total Revenue	19,377	11,111	6,000	6,000	100.0%	6,000
Code	Expenditure Classification	Actual Expense 2015-16	Actual Expense 2016-17	Amended Budget 2017-18	Estimated Expense 2017-18	% of Budget Expended	Adopted Budget 2018-19
9485	NAVISP	223	-	-	-	0.0%	965,274
	Total Expenditures	223	-	-	-	0.0%	965,274
	ENDING FUND BALANCE	1,669,681	1,680,792	1,686,792	1,686,792	100.0%	727,518

## CAPITAL IMPROVEMENT PROGRAM - INFRASTRUCTURE (TIF)

TOTAL BUDGET - \$ 1,680,333

Most of the Town's planned arterials and collectors exist in some form, although not necessarily fully widened to allow for the full number of lanes. Revenues are derived from Traffic Impact Fees, grants and other transportation funding from the State or County. The Traffic Impact Fees are used to finish off these existing, but not yet fully improved, roads and bridges. The collected fees are used to create additional lane miles and bridge lanes increasing carrying capacity. Additionally, this fund is used to complete the system of signals that insures the smooth movement of vehicles through intersections.

Capital Improvement Program - Infrastructure (TIF) - Account Number 4410-5210							
Code	Revenue Classification	Actual Revenue 2015-16	Actual Revenue 2016-17	Amended Budget 2017-18	Estimated Revenue 2017-18	% of Budget Received	Adopted Budget 2018-19
	BEGINNING FUND BALANCE	4,346,594	6,273,785	6,206,632	6,206,632		9,316,132
4181	Refunds, Reimb, Rebates	7,092,633	7,263,220	-	-	0.0%	-
4181	Zone 4 Flood Control Reimb (9595)	-	-	1,700,000	1,700,000	100.0%	-
4181	STP Surface Transportation Program	-	-	375,000	375,000	100.0%	-
4181	ATP - State Only	-	-	547,500	547,500	0.0%	-
4255	Interest	66,482	34,835	12,000	12,000	100.0%	-
6126	General Government Facilities	37	-	-	-	0.0%	-
6184	Traffic Impact Fees	679,254	787,655	650,000	650,000	100.0%	750,000
6816	Grants (HSIP)(9284)	2,524,708	87,645	-	-	0.0%	-
6999	Transfer In - 2730	3,340,185	-	-	-		-
	<b>Total Revenue</b>	<b>13,703,299</b>	<b>8,173,355</b>	<b>3,284,500</b>	<b>3,284,500</b>	<b>100.0%</b>	<b>750,000</b>
Code	Expenditure Classification	Actual Expense 2015-16	Actual Expense 2016-17	Amended Budget 2017-18	Estimated Expense 2017-18	% of Budget Expended	Adopted Budget 2018-19
9253	AV Rd at Tuscola Signal	332,461	-	-	-	0.0%	-
9284	Bear Valley Rd/ Mohawk Signal	7,952	-	-	-	0.0%	-
9442	Kiowa (Bear Valley to Tussing Phase I)	2,254	-	-	-	0.0%	-
9472	Lafayette @ Dale Evans Parkway	-	-	1,230,333	-	0.0%	1,230,333
9473	Wiki Road	-	-	-	-	0.0%	200,000
9598	Dale Evans Median Improvements	-	-	110,000	110,000	100.0%	-
9588	Yucca Loma Bridge	9,467,171	472,866	-	-	0.0%	-
9597	AV Town Center Signal	-	-	60,000	60,000	100.0%	-
9599	Bear Valley Road Commercial Corrido	-	-	-	-	0.0%	250,000
9595	Yucca Loma Rd Widening(YLB-AV Rd)	1,966,269	7,596,400	689,749	5,000	0.7%	-
9999-4910	Transfer Out - 4910	-	171,242	-	-	0.0%	-
	<b>Total Expenditures</b>	<b>11,776,107</b>	<b>8,240,508</b>	<b>2,090,082</b>	<b>175,000</b>	<b>8.4%</b>	<b>1,680,333</b>
	ENDING FUND BALANCE	6,273,785	6,206,632	7,401,050	9,316,132	125.9%	8,385,799

# ANIMAL CONTROL FACILITIES

TOTAL BUDGET - \$0

This fund accounts for revenues received from developers to mitigate the impact of new development on the Town's animal control facilities. These funds are used for future development or maintenance of such facilities.

Animal Control Facilities 4710-1200							
Code	Revenue Classification	Actual Revenue 2015-16	Actual Revenue 2016-17	Amended Budget 2017-18	Estimated Revenue 2017-18	% of Budget Received	Adopted Budget 2018-19
BEGINNING FUND BALANCE		115,272	124,543	139,458	139,458		139,458
4255	Interest	1,429	876	350	-	0%	-
6102	Animal Control Facilities Fee	7,842	14,039	4,300	-	0%	-
Total Revenue		9,271	14,915	4,650	-	0%	-
Code	Expenditure Classification	Actual Expense 2015-16	Actual Expense 2016-17	Amended Budget 2017-18	Estimated Expense 2017-18	% of Budget Expended	Adopted Budget 2018-19
7935	Right of Way Maintenance	-	-	-	-	0.0%	-
8964	Engineering Cont - General	-	-	-	-	0.0%	-
Total Expenditures		-	-	-	-	0.0%	-
ENDING FUND BALANCE		124,543	139,458	144,108	139,458	97%	139,458



# LAW ENFORCEMENT FACILITIES

TOTAL BUDGET - \$0

This fund accounts for revenues received from developers to mitigate the impact of new development on the Town's law enforcement facilities. These funds are used for future development or maintenance of such facilities.

Law Enforcement Facilities 4720-1200							
Code	Revenue Classification	Actual Revenue 2015-16	Actual Revenue 2016-17	Amended Budget 2017-18	Estimated Revenue 2017-18	% of Budget Received	Adopted Budget 2018-19
BEGINNING FUND BALANCE		75,398	72,960	71,195	71,195		97,595
4255	Interest	862	393	200	200	100.0%	-
6140	Law Enforcement Facilities Fee	25,993	47,802	26,200	26,200	100.0%	-
Total Revenue		26,855	48,195	26,400	26,400	100.0%	-
Code	Expenditure Classification	Actual Expense 2015-16	Actual Expense 2016-17	Amended Budget 2017-18	Estimated Expense 2017-18	% of Budget Expended	Adopted Budget 2018-19
9120	Capital Equipment 2014-2015	29,293	21,700	11,000	-	0.0%	-
9300	Capital Projects	-	28,260	-	-	0.0%	-
Total Expenditures		29,293	49,960	11,000	-	0.0%	-
ENDING FUND BALANCE		72,960	71,195	86,595	97,595	112.7%	97,595

# GENERAL GOVERNMENT FACILITIES

TOTAL BUDGET - \$0

This fund accounts for revenue received from developers to mitigate the impact of new development on the Town's general government facilities. During the 2007-08 fiscal year the Town Council approved the issuance of Certificates of Participation in the amount of \$11,306,093 to finance and build the Development Services Building and improvements to the existing Town Hall. Construction began in fiscal year 2008-09 and the projects were completed in 2011.



# GENERAL GOVERNMENT FACILITIES

TOTAL BUDGET - \$0

General Government Facilities 4730-1500							
Code	Revenue Classification	Actual Revenue 2015-16	Actual Revenue 2016-17	Amended Budget 2017-18	Estimated Revenue 2017-18	% of Budget Received	Adopted Budget 2018-19
BEGINNING FUND BALANCE		111,485	171,822	278,768	278,768		315,918
4255	Interest	1,488	1,277	350	350	100.0%	-
6126	General Gov Facilities Fees	58,849	105,669	36,800	36,800	100.0%	-
Total Revenue		60,337	106,946	37,150	37,150	100.0%	-
Code	Expenditure Classification	Actual Expense 2015-16	Actual Expense 2016-17	Amended Budget 2017-18	Estimated Expense 2017-18	% of Budget Expended	Adopted Budget 2018-19
9120	Capital Equipment	-	-	-	-	0.0%	-
9610	Transfer - 4110	-	-	-	-	0.0%	-
Total Expenditures		-	-	-	-	0.0%	-
ENDING FUND BALANCE		171,822	278,768	315,918	315,918	0.0%	315,918

# PUBLIC MEETING FACILITIES

TOTAL BUDGET - \$0

This fund accounts for revenues received from developers to mitigate the impact of new development on the Town's public meeting facilities. These funds are used for future development or maintenance of such facilities.

		Public Meeting Facilities 4740-1200					
Code	Revenue Classification	Actual Revenue 2015-16	Actual Revenue 2016-17	Amended Budget 2017-18	Estimated Revenue 2017-18	% of Budget Received	Adopted Budget 2018-19
BEGINNING FUND BALANCE		144,734	183,314	251,322	251,322		251,322
4255	Interest	2,053	1,442	450	-	0.0%	-
6164	Public Meeting Facilities Fee	36,527	66,566	22,100	-	0.0%	-
Total Revenue		38,580	68,008	22,550	-	0.0%	-
Code	Expenditure Classification	Actual Expense 2015-16	Actual Expense 2016-17	Amended Budget 2017-18	Estimated Expense 2017-18	% of Budget Expended	Adopted Budget 2018-19
9610	Transfer - 4110	-	-	-	-	0.0%	-
Total Expenditures		-	-	-	-	0.0%	-
ENDING FUND BALANCE		183,314	251,322	273,872	251,322	0.0%	251,322

# AQUATIC FACILITIES

TOTAL BUDGET - \$ 6,500

This fund accounts for revenues received from developers to mitigate the impact of new development on the Town's aquatic facilities. These funds are used for future development or maintenance of such facilities.

Aquatic Facilities - 4750-1200							
Code	Revenue Classification	Actual Revenue 2015-16	Actual Revenue 2016-17	Amended Budget 2017-18	Estimated Revenue 2017-18	% of Budget Received	Adopted Budget 2018-19
BEGINNING FUND BALANCE		69,621	78,643	100,710	100,710		107,390
4255	Interest	894	595	180	180	100.0%	-
6106	Aquatic Facilities Fees	11,780	21,472	6,500	6,500	100.0%	-
Total Revenue		12,674	22,067	6,680	6,680	100.0%	-
Code	Expenditure Classification	Actual Expense 2015-16	Actual Expense 2016-17	Amended Budget 2017-18	Estimated Expense 2017-18	% of Budget Expended	Adopted Budget 2018-19
9300	Capital Projects	3,652	-	-	-	0.0%	6,500
Total Expenditures		3,652	-	-	-	0.0%	6,500
ENDING FUND BALANCE		78,643	100,710	107,390	107,390	100.0%	100,890

# STORM DRAINS

TOTAL BUDGET - \$680,000

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

Storm Drains 4760-5210							
Code	Revenue Classification	Actual Revenue 2015-16	Actual Revenue 2016-17	Amended Budget 2017-18	Estimated Revenue 2017-18	% of Budget Received	Adopted Budget 2018-19
BEGINNING FUND BALANCE		1,423,908	1,605,218	2,009,533	2,009,533		2,116,533
4255	Interest	18,193	11,981	3,500	3,500	100.0%	8,000
6670	Storm Drainage Facilities Fees	204,454	395,290	126,000	126,000	100.0%	190,000
Total Revenue		222,647	407,272	129,500	129,500	100.0%	198,000
Code	Expenditure Classification	Actual Expense 2015-16	Actual Expense 2016-17	Amended Budget 2017-18	Estimated Expense 2017-18	% of Budget Expended	Adopted Budget 2018-19
8940	Contract Services	-	412	22,500	22,500	100.0%	-
9300	Capital Projects	-	-	-	-	0.0%	380,000
9367	Dry Wells	503	-	-	-	0.0%	300,000
9444	Land Acquisition	40,833	2,545	-	-	0.0%	-
Total Expenditures		41,337	2,957	22,500	22,500	0.0%	680,000
ENDING FUND BALANCE		1,605,218	2,009,533	2,116,533	2,116,533	100.0%	1,634,533

# SANITARY SEWER FACILITIES

TOTAL BUDGET - \$0

This fund accounts for revenues received from developers to mitigate the impact of new development on the Town's sanitary sewer facilities. These funds are used for future development or maintenance of such facilities.

Sanitary Sewer Facilities 4770-4210							
Code	Revenue Classification	Actual Revenue 2015-16	Actual Revenue 2016-17	Amended Budget 2017-18	Estimated Revenue 2017-18	% of Budget Received	Adopted Budget 2018-19
BEGINNING FUND BALANCE		1,060,583	1,117,192	1,163,959	1,163,959		1,206,259
4255	Interest	12,930	7,614	2,300	2,300	100.0%	2,300
6600	Sanitary Sewer Facilities Fees	43,679	39,152	31,500	40,000	127.0%	50,000
Total Revenue		56,609	46,766	33,800	42,300	125.1%	52,300
Code	Expenditure Classification	Actual Expense 2015-16	Actual Expense 2016-17	Amended Budget 2017-18	Estimated Expense 2017-18	% of Budget Expended	Adopted Budget 2018-19
9610	Transfer - 5010	-	-	-	-	0.0%	-
Total Expenditures		-	-	-	-	0.0%	-
ENDING FUND BALANCE		1,117,192	1,163,959	1,197,759	1,206,259	100.7%	1,258,559

# MISCELLANEOUS GRANT FUND

TOTAL BUDGET - \$1,319

This fund accounts for various grant revenue received by the Town from the State, County and other organizations for capital projects as well as non-capital related activities.

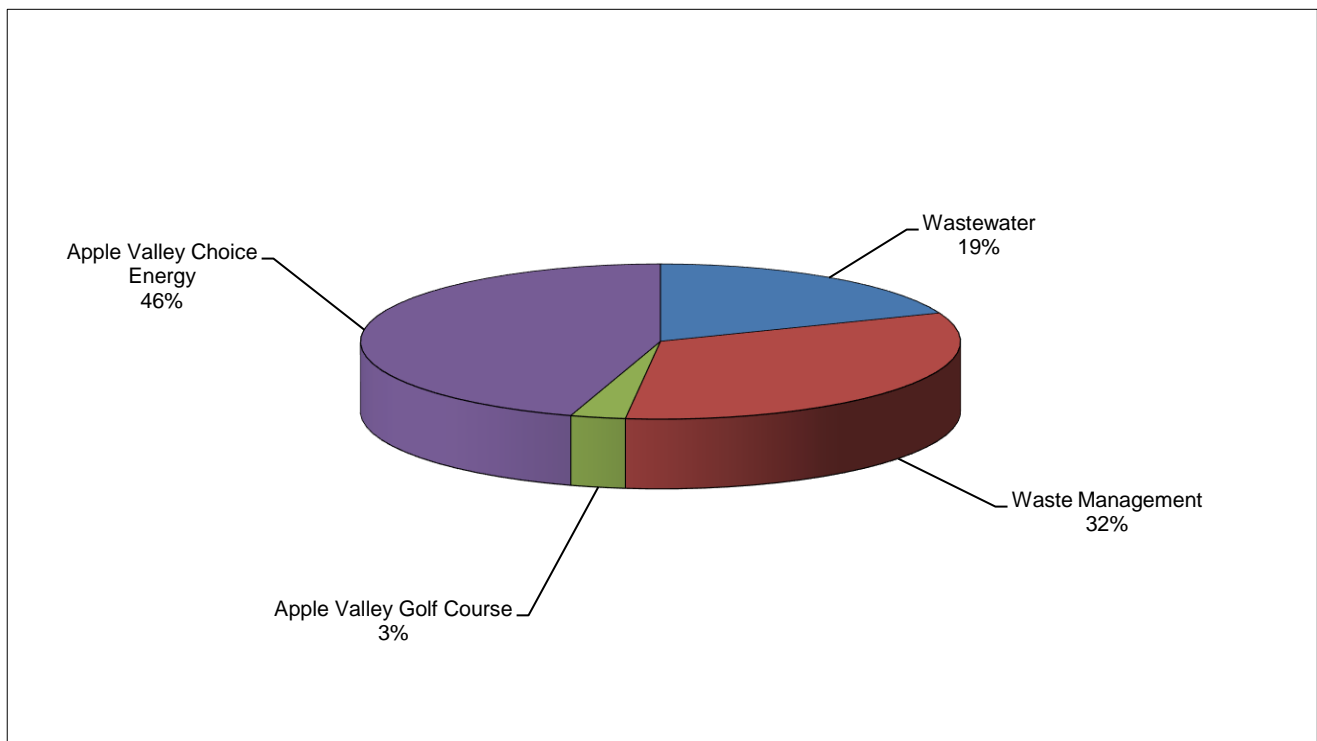
Miscellaneous Grant Fund - Account Number 4910							
Code	Revenue Classification	Actual Revenue 2015-16	Actual Revenue 2016-17	Amended Budget 2017-18	Estimated Revenue 2017-18	% of Budget Received	Adopted Budget 2018-19
BEGINNING FUND BALANCE		(136,593)	(128,174)	(24,012)	(24,012)		(25,317)
<b>Special Purpose Grants</b>							
0000-6999-1001	Transfer In- 1001		366,495		-		-
2521-6816-0000	PetSmart Charities	11,821	-	-	-	0.0%	-
4801-6999-4410	Transfer In- 4410		171,242		-	0.0%	-
4803-6908-0000	DOC Recycling	26,849	18,304	-	-	0.0%	-
4804-6907-0005	12/14 Waste tire Cleanup	9,624	-	-	-	0.0%	-
4816-6907-0003	Waste Tire Amnesty	14,048	-	-	-	0.0%	1,319
4822-6816-0000	MSHCP-Multi-Species Habitat Con Plan	174,299	106,051	-	-	0.0%	-
4824-6816-0000	Illegal Disposal Site Abatement	12,500	-	-	-	0.0%	-
4828-6816-0000	Kaiser Grant	431	-	-	-	0.0%	-
4829-6816-0000	Municipal Spay-Neuter Grant	16,993	-	-	-	0.0%	-
Total Revenues		266,565	662,092	-	-		1,319
Code	Expenditure Classification	Actual Expense 2015-16	Actual Expense 2016-17	Amended Budget 2017-18	Estimated Expense 2017-18	% of Budget Expended	Adopted Budget 2018-19
4801-9589-0000	Yucca Loma Elementary School	17,297	94,165	-	-	0.0%	-
4804-xxxx-xxxx	Waste Tire Cleanup	1,991	1,884	-	-	0.0%	-
<b>DOC Recycling</b>							
4803-8940-0000	Contract Services	10,118	13,428	-	-	0.0%	-
<b>Waste Tire Amnesty</b>							
4816-7030-0000	Overtime	-	-	-	1,288	0.0%	1,300
4816-7150-0000	Medicare	-	-	-	16	0.0%	19
4816-8940-0000	Contract Service	2,506	6,337	-	-	0.0%	-
<b>Special Purpose Grants</b>							
2521-8988-0000	PetSmart Charities	438	5,276	-	-	0.0%	-
4213-7259-0000	Miscellaneous Costs	(3)					
4810-9563-0000	SR25 Rancho Verde Elem.School	28,128	9,796	-	-	0.0%	-
4822-8940-0000	USFWS-CDFG Contract Services	188,410	427,044	-	-	0.0%	-
4824-xxxx-xxxx	Illegal Disposal Site Abatement Gar	180	-	-	-	0.0%	-
4829-xxxx-xxxx	Municipal Spay Neuter	9,688	-	-	-	0.0%	-
4921-xxxx-xxxx	First Five	(607)	-	-	-	0.0%	-
Total Expenditures		258,146	557,930	-	1,304		1,319
ENDING FUND BALANCE		(128,174)	(24,012)	(24,012)	(25,317)	105.4%	(25,317)

	Actual 2015-16	Actual 2016-17	Actual 2017-18	Adopted 2018-19
<b>Personnel Schedule</b>				
4910-4816 Code Enforcement Officer II - Overtir	0.00	0.00	0.00	0.02
<b>Total FTE's:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.02</b>



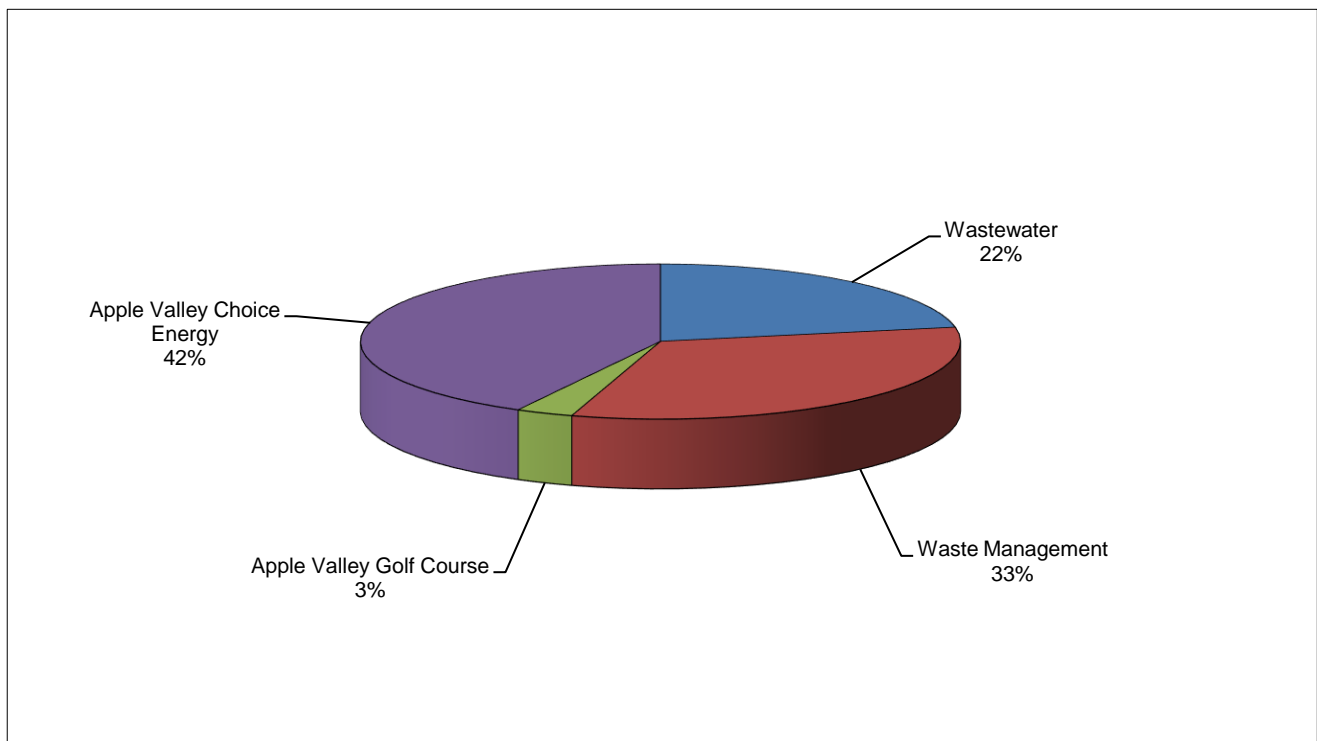
## 2018/19 Enterprise Funds Revenue

Wastewater	\$6,870,500
Waste Management	11,841,800
Apple Valley Golf Course	1,065,500
Apple Valley Choice Energy	16,302,200
Total - Enterprise Funds	<u><u>\$36,080,000</u></u>



## 2018/19 Enterprise Funds Expenditures

Wastewater	\$7,632,434
Waste Management	11,297,438
Apple Valley Golf Course	1,064,666
Apple Valley Choice Energy	14,569,920
Total - Enterprise Funds	<u><u>\$34,564,458</u></u>



## WASTEWATER ENTERPRISE FUND

TOTAL BUDGET – \$7,632,434

This program operates the Town's Sewer collection system and sewer lift stations to ensure the system is properly maintained and that overflows are prevented. Revenues are mainly from user charges and connection fees. This program contributes to the Vision 2020 goals of assisting with providing an adequate and well maintained infrastructure which also contributes to a safer community by eliminating sewer overflows and redirecting storm water runoff. As in past years, the Sewer Replacement Fund has been budgeted to provide necessary improvements to the existing system.



WASTEWATER FUND 5010-4210							
Code	Revenue Classification	Actual Revenue 2015-16	Actual Revenue 2016-17	Amended Budget 2017-18	Estimated Revenue 2017-18	% of Budget Received	Adopted Budget 2018-19
BEGINNING FUND BALANCE		38,031,904	37,590,691	38,527,797	38,527,797		41,625,306
4181	Refunds, Reimb, Rebates	-	23	-	-	0.0%	-
4183	Gain/Loss on Disposal of FA	267,679	-	-	-	0.0%	-
4255	Interest	55,374	41,986	4,000	7,000	175.0%	4,000
6146	Lot Splits	(4,443)	-	4,000	-	0.0%	1,000
6510	Administrative Fees	49,451	75,303	60,000	50,000	83.3%	60,000
6520	Buy In Fee	55,967	17,866	25,000	25,000	100.0%	25,000
6530	Inspection Fees	4,257	3,086	3,000	2,000	66.7%	3,000
6540	Local Sewer Connection Fees	121,050	221,801	110,000	75,000	68.2%	75,000
6630	Sewer Replacement Revenue	357,236	352,834	400,000	400,000	100.0%	400,000
6650	Sewer Use Fees	5,404,596	5,308,952	6,300,000	6,000,000	95.2%	6,300,000
6670	Storm Drainage Facilities	2,552	5,837	5,000	1,000	20.0%	2,500
6999-100	Transfer In- 1001	-	723,000	-	-	0.0%	-
Total Revenues		6,313,719	6,750,690	6,911,000	6,560,000	94.9%	6,870,500
Code	Expenditure Classification	Actual Expense 2015-16	Actual Expense 2016-17	Amended Budget 2017-18	Estimated Expense 2017-18	% of Budget Expended	Adopted Budget 2018-19
Personnel Services							
7010	Salaries & Wages	395,127	365,264	331,195	368,004	111.1%	361,002
7030	Wages Overtime	9,130	21,488	15,000	18,350	122.3%	15,000
7110	Cafeteria Benefits	69,363	56,905	53,420	61,259	114.7%	56,167
7120	Deferred Comp	3,723	3,613	3,480	4,189	120.4%	-
7140	RHS	1,883	1,673	1,625	1,693	104.2%	1,805
7150	Medicare	5,957	5,713	4,802	5,727	119.3%	5,255
7160	PERS	122,495	60,643	81,817	53,479	65.4%	76,355
Total Personnel		607,678	515,298	491,339	512,701	104.3%	515,584
Operations & Maintenance							
7180	Uniforms	2,836	1,771	4,000	4,600	115.0%	4,000
7185	Pension Expense - GASB 68	(54,519)	97,644	-	-	0.0%	-
7207	Banking Fees - Check 21	1,057	1,027	-	-	0.0%	-
7223	Disposal	1,502	1,475	1,800	2,200	122.2%	1,800
7229	Education & Training	1,472	312	2,730	2,500	91.6%	2,900
7241	Meetings & Conferences	837	462	1,260	1,260	100.0%	2,200
7247	Memberships & Dues	2,365	1,826	2,880	2,880	100.0%	3,300
7253	Mileage	1,594	-	100	-	0.0%	100
7259	Miscellaneous	111	124	500	250	50.0%	500
7265	Office Supplies	249	329	500	500	100.0%	1,000
7277	Printing	2,073	-	2,100	4,000	190.5%	2,100
7289	Subscriptions	-	-	-	-	0.0%	50
7295	0109 Utilities phones/ cell phones	6,459	5,816	8,000	10,000	125.0%	8,000
7295	0847 Utilities Electricity usage	53,537	55,793	62,000	76,000	122.6%	65,000
7295	0848 Utilities Natural gas usage	1,122	780	1,000	800	80.0%	1,300
7295	0849 Utilities Water usage	5,807	6,783	5,000	5,500	110.0%	6,000
7312	Bad Debt	11,404	23,602	23,800	-	0.0%	-
7345	Prior Period Adjustment	-	-	-	-	0.0%	-
7360	Safety & Security	244	706	700	700	100.0%	3,000
7655	Building Maintenance	3,361	5,450	7,500	7,500	100.0%	10,000
7755	Grounds Maintenance	611	5	600	600	100.0%	700
7942	System Maintenance	74,399	99,824	75,000	120,000	160.0%	150,000
7949	Sewage Treatment	2,179,614	2,105,791	2,100,000	2,100,000	100.0%	2,300,000
7970	Small Tools	923	1,047	750	2,000	266.7%	3,500
8908	ACS	49,442	53,706	50,000	-	0.0%	-
8940	Contracted Services	17,832	51,393	20,000	50,000	250.0%	50,000

Code	Expenditure Classification	Actual Expense 2015-16	Actual Expense 2016-17	Amended Budget 2017-18	Estimated Expense 2017-18	% of Budget Expended	Adopted Budget 2018-19
8964	Engineering Contractor	2,310	12,970	6,000	6,000	100.0%	6,000
9013	Communications Equip	127	-	1,000	1,000	100.0%	5,000
9026	Equipment Maintenance	222	2,836	2,500	2,500	100.0%	5,000
9052	Gasoline, Diesel & oil	19,172	21,900	27,000	18,000	66.7%	27,000
9065	Leased Equipment	443	462	350	350	100.0%	5,000
9078	Safety Equipment	774	701	1,400	1,400	100.0%	2,500
9091	Vehicle Maintenance	8,717	9,208	15,000	15,000	100.0%	17,000
9610	Transfer to 8310	-	226,965	-	-	0.0%	-
9999	Administrative Overhead	1,896,510	748,409	748,400	-	0.0%	748,400
<b>Total Operations &amp; Maint</b>		<b>4,292,606</b>	<b>3,539,116</b>	<b>3,171,870</b>	<b>2,435,540</b>	<b>76.8%</b>	<b>3,431,350</b>
<b>Capital Expenditures</b>							
9750	Depreciation	1,751,913	1,759,169	1,787,182	-	0.0%	1,800,000
9120	Capital Outlay	6,217	-	70,250	70,250	100.0%	149,500
9300	Capital Projects	96,504	-	444,000	444,000	100.0%	363,000
9502	AV Desert Water Reuse	-	-	-	-	0.0%	1,373,000
9860	Interest Expense	14	-	-	-	0.0%	-
<b>Total Capital Expenditures</b>		<b>1,854,648</b>	<b>1,759,169</b>	<b>2,301,432</b>	<b>514,250</b>	<b>22.3%</b>	<b>3,685,500</b>
<b>Total Expenditures</b>		<b>6,754,932</b>	<b>5,813,584</b>	<b>5,964,641</b>	<b>3,462,491</b>	<b>1</b>	<b>7,632,434</b>
<b>ENDING FUND BALANCE</b>		<b>37,590,691</b>	<b>38,527,797</b>	<b>39,474,156</b>	<b>41,625,306</b>	<b>105.4%</b>	<b>40,863,372</b>
<b>Less Capital Assets</b>		<b>30,110,296</b>	<b>30,110,296</b>	<b>27,280,182</b>	<b>30,624,546</b>	<b>112.3%</b>	<b>29,337,046</b>
<b>TOTAL FUND BALANCE LESS CAPITAL ASSETS</b>		<b>7,480,395</b>	<b>8,417,501</b>	<b>12,193,974</b>	<b>11,000,760</b>	<b>90.2%</b>	<b>11,526,326</b>

<b>Personnel Schedule</b>	<b>Actual 2015-16</b>	<b>Actual 2016-17</b>	<b>Actual 2017-18</b>	<b>Adopted 2018-19</b>
<b>Full Time:</b>				
Director of Public Works	0.34	0.34	0.34	0.34
Public Works Manager	0.33	0.33	0.33	0.00
Public Works Supervisor	0.00	1.00	1.00	1.00
Administrative Analyst II	0.00	0.00	0.00	0.50
Administrative Secretary	0.00	0.00	0.00	0.20
Public Services Technician	1.00	1.00	0.00	0.00
Senior Maintenance Worker	1.00	0.50	0.50	0.50
Maintenance Worker II	1.50	2.00	2.00	2.00
Maintenance Worker I	2.00	1.00	1.00	1.00
Custodian	0.00	0.00	0.00	0.50
<b>Total FTE's:</b>	<b>6.17</b>	<b>6.17</b>	<b>5.17</b>	<b>6.04</b>

# WASTE MANAGEMENT FUND

TOTAL BUDGET – \$11,297,438

The Waste Management Fund subsidizes costs to provide trash services to commercial and residential customers utilizing charges associated with solid waste collection. The Council, in approving a Solid Waste Disposal agreement with the County, has directed funds be set aside to offset future increase in landfill rates with the balance subsidizing special programs including the Household Hazardous Waste program and CRT Collection Program. The Waste Management Fund is also used to offset the operating costs associated with the Material Recycling Facility (MRF) which is jointly owned by the Town and the City of Victorville. Continuing with the direction of Town Council to obtain voluntary involvement from the business community in recycling efforts, staff has implemented a comprehensive educational program for commercial recycling. The Environmental and Transit Services Department offers free “waste audits” to businesses to identify potential opportunities to recycle and save money. Staff with the assistance of Burrtec Waste and Recycling Services actively promotes the availability of this service to the business community. Implementation of the programs within the Waste Management Fund is in line with the Town’s Vision 2020 goals to Promote Partnerships (Vision 7) and to provide Revenue Generation (Vision 8).



WASTE MANAGEMENT FUND (5510-7510/4460)							
Code	Revenue Classification	Actual Revenue 2015-16	Actual Revenue 2016-17	Amended Budget 2017-18	Estimated Revenue 2017-18	% of Budget Received	Adopted Budget 2018-19
BEGINNING FUND BALANCE		3,199,661	2,048,707	2,483,485	2,483,485		1,697,258
4165	Misc Penalties, Fines	80,986	22,158	25,000	25,000	100.0%	25,000
4179-4951	Recycling Revenue	41,418	47,246	40,000	40,000	100.0%	40,000
4181	Refunds, Reimb, Rebates	-	250	-	-	0.0%	-
4255	Interest Earnings	48,592	25,363	45,000	45,000	100.0%	45,000
6510	Administration Fees	2,343,510	2,393,827	2,200,000	2,200,000	100.0%	2,450,000
6710	Landfill Fees	2,910,466	3,026,487	2,900,000	2,900,000	100.0%	3,100,000
6720	MRF Operations	-	-	250,000	250,000	100.0%	250,000
6730	Waste Disposal Agmt Article 19	-	28,527	57,800	57,800	100.0%	57,800
6750	State Recycling Fees	1,341,679	1,365,623	1,375,000	1,375,000	100.0%	1,380,000
6770	Trash Collection Fees	4,326,960	4,356,027	4,400,000	4,400,000	100.0%	4,425,000
6780	Trash Liens	(14,967)	52,077	-	-	0.0%	50,000
6924-4951	Oil Payment Program - State	19,733	19,829	19,000	19,000	100.0%	19,000
Total Revenues		11,098,377	11,337,414	11,311,800	11,311,800	100.0%	11,841,800
Code	Expenditure Classification	Actual Expense 2015-16	Actual Expense 2016-17	Amended Budget 2017-18	Estimated Expense 2017-18	% of Budget Expended	Adopted Budget 2018-19
Personnel Services 5510-7510							
7010	Salaries	95,448	97,054	67,062	50,783	75.7%	41,046
7020	Salaries Part-Time	-	-	-	-	0.0%	-
7030	Overtime	64	52	-	-	0.0%	-
7110	Cafeteria Benefits	15,956	15,002	16,300	11,853	72.7%	14,717
7120	Deferred Comp	2,265	2,287	-	-	0.0%	-
7140	RHS	476	485	335	248	0.0%	286
7150	Medicare	1,404	1,365	972	719	74.0%	829
7160	PERS	21,363	17,037	7,548	4,752	63.0%	7,336
Total Personnel		136,976	133,281	92,217	68,355		64,214
Operations & Maintenance							
7185	Pension Expense - GASB 68	(9,736)	17,437	-	-	0.0%	-
7205-4951	Advertising	150	-	500	500	100.0%	500
7207	Banking Fees - Check 21	2,233	2,169	2,800	2,800	100.0%	2,800
7229-4951	Education & Training	139	-	350	350	0.0%	350
7241-4951	Meetings & Conferences	2,586	660	2,250	2,250	0.0%	2,000
7247-4951	Membership & Dues	377	242	600	600	0.0%	300
7253-4951	Mileage	1,160	1,309	1,500	1,500	100.0%	1,500
7259-4951	Miscellaneous	5	-	200	200	100.0%	200
7277-4951	Printing	42	85	250	250	100.0%	250
7312	Bad Debt	781	53,187	-	-	0.0%	-
7330	Hardware/Software Supplies/Exp	190	-	-	-	0.0%	-
7350-4951	Public Information	659	-	700	700	100.0%	700
8908	ACS Computer Services	101,652	100,440	125,000	125,000	100.0%	125,000
8924	AVCO Disposal	5,715,322	5,861,649	5,900,000	5,900,000	100.0%	5,916,844
8940	Contract Services	36,096	35,696	22,000	22,000	100.0%	40,000
8952	County Solid Waste	1,537,525	1,505,327	1,575,000	1,575,000	100.0%	1,536,845
8970	HH Hazardous Waste-Recycling	-	-	900	900	0.0%	900
8970-4951	Household Hazardous Waste	6,078	11,997	17,000	17,000	100.0%	15,000
8971-4951	Household Hazardous Waste-Co Fire	79,052	79,052	80,000	80,000	100.0%	85,000
8976	MRF Operations/Admin	220,205	125,813	250,000	250,000	0.0%	250,000
8980	Organic Recycling	14,714	14,567	13,000	13,000	100.0%	13,000
8984	Solid Waste JPA	28,261	30,882	50,000	50,000	100.0%	50,000
Total Operations & Maint		7,737,492	7,840,513	8,042,050	8,042,050	100.0%	8,041,189

Code	Expenditure Classification	Actual Expense 2015-16	Actual Expense 2016-17	Amended Budget 2017-18	Estimated Expense 2017-18	% of Budget Expended	Adopted Budget 2018-19
<b>Household Hazardous Waste - Used Oil (5510-4460)</b>							
7010-4951	Salaries Regular	2,515	675	1,000	1,712	100.0%	1,000
7020-4951	Salaries Part-Time	13,146	11,037	14,184	12,471	87.9%	14,267
7025-4951	Part-Time Sick Leave	356	-	-	-	0.0%	-
7030-4951	Overtime	731	6,442	500	1,766	353.2%	500
7150-4951	Medicare	232	252	206	225	109.2%	207
7160-4951	PERS	831	176	-	227.00	0.0%	-
7241-4951	Meetings and Conferences	765	268	1,620	1,620	100.0%	-
7253-4951	Mileage Exp/Allowance	404	1,186	500	500	100.0%	-
8970-4951	Household Hazardous Waste	341	290	1,000	1,000	100.0%	-
<b>Total HHW - Used Oil</b>		<b>19,321</b>	<b>20,327</b>	<b>19,010</b>	<b>19,521</b>	<b>102.7%</b>	<b>15,974</b>
<b>Debt Service</b>							
9309	Change in Investment in Joint Venture	67,561	67,561	67,561	67,561	100.0%	67,561
9840	Debt Service - MRF	144,032	-	210,000	210,000	100.0%	210,000
9860	Interest Expense	58,165	45,912	53,000	53,000	100.0%	58,000
<b>Total Debt Service</b>		<b>269,759</b>	<b>113,473</b>	<b>330,561</b>	<b>330,561</b>	<b>100.0%</b>	<b>335,561</b>
<b>Transfers</b>							
9610	Transfer - 1001 (Franchise Fee)	1,973,526	2,005,553	1,965,000	1,965,000	100.0%	2,051,100
9999	Administrative Overhead	2,112,257	789,489	1,672,540	1,672,540	100.0%	789,400
<b>Total Transfers</b>		<b>4,085,783</b>	<b>2,795,042</b>	<b>3,637,540</b>	<b>3,637,540</b>	<b>100.0%</b>	<b>2,840,500</b>
<b>Total Expenditures</b>		<b>12,249,330</b>	<b>10,902,636</b>	<b>12,121,378</b>	<b>12,098,027</b>	<b>99.8%</b>	<b>11,297,438</b>
<b>ENDING FUND BALANCE</b>		<b>2,048,707</b>	<b>2,483,485</b>	<b>1,673,907</b>	<b>1,697,258</b>	<b>101.4%</b>	<b>2,241,620</b>

<b>Personnel Schedule</b>	<b>Actual 2015-16</b>	<b>Actual 2016-17</b>	<b>Actual 2017-18</b>	<b>Adopted 2018-19</b>
<b>Full Time:</b>				
Assistant Director/Energy/Environm	0.00	0.50	0.00	0.00
Public Services Manager	0.00	0.50	0.00	0.00
Environmental&Transit Serv. Mana	0.50	0.00	0.00	0.00
Administrative Secretary	0.00	0.00	0.30	0.30
Account Clerk II	1.00	1.00	1.00	1.00
<b>Part Time:</b>				
HHW Operator (P/T)	0.56	0.56	0.56	0.56
<b>Total FTE's:</b>	<b>2.06</b>	<b>2.56</b>	<b>1.86</b>	<b>1.86</b>



# GOLF COURSE ENTERPRISE FUND

TOTAL BUDGET - \$ 1,064,666

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

GOLF COURSE ENTERPRISE FUND 5710							
Code	Revenue Classification	Actual Revenue 2015-16	Actual Revenue 2016-17	Amended Budget 2017-18	Estimated Revenue 2017-18	% of Budget Received	Adopted Budget 2018-19
	BEGINNING FUND BALANCE	(1,986,564)	(1,828,501)	(1,893,887)	(1,893,887)		(1,994,357)
4170	Other Revenue Sources	254,000	17,688	-	-	0.0%	-
4184	Cash over/short	(32)	34	-	-	0.0%	-
5700	Cell Tower Rents	21,272	29,818	20,000	30,000	0.0%	33,000
6420	Green Fees	592,008	575,904	600,000	575,000	95.8%	575,000
6485	SGM Food & Beverage 2%	7,934	7,210	3,000	7,500	0.0%	7,500
6490	Other Golf Course Revenue	1,500	(1,939)	-	-	0.0%	-
6999	Transfer - 1001	349,968	333,748	436,601	436,601	100.0%	450,000
	<b>Total Revenues</b>	<b>1,226,649</b>	<b>962,462</b>	<b>1,059,601</b>	<b>1,049,101</b>	<b>99.0%</b>	<b>1,065,500</b>
Code	Expenditure Classification	Actual Expense 2015-16	Actual Expense 2016-17	Amended Budget 2017-18	Estimated Expense 2017-18	% of Budget Expended	Adopted Budget 2018-19
0000	Non-departmental						
7205	Advertising-Marketing	18,953	11,140	20,000	12,000	60.0%	12,000
7217	Credit Card Costs	9,790	9,464	11,000	9,500	86.4%	9,500
7259	Miscellaneous Costs	1,073	3,266	750	1,000	133.3%	1,000
7277	Printing	-	-	500	500	100.0%	500
7295-0849	Utilities: Water Usage	-	1,292	100	100	100.0%	100
7324	Gift Certificates	(136)	1,060	-	-	0.0%	-
7330	Hardware/Software Supplies/Exp	-	-	100	100	0.0%	100
7332	Management Fee	88,000	96,000	96,000	96,000	100.0%	96,000
7360	Safety & Security	-	-	100	100	0.0%	100
8940	Contract Services	4,729	-	500	500	100.0%	500
9065	Leased Equipment	2,305	2,734	-	3,000	0.0%	3,000
9120	Capital Equipment	8,130	-	-	50,000	0.0%	50,000
9750	Depreciation	58,036	67,454	16,232	65,000	400.4%	65,000
9860	Interest Expense	43,437	24,607	-	-	0.0%	-
	<b>Sub-Total Non-departmental</b>	<b>234,318</b>	<b>217,017</b>	<b>145,282</b>	<b>237,800</b>	<b>163.7%</b>	<b>237,800</b>
7700	Golf Club - Administrative						
7205	Advertising-Marketing	50	884	-	-	0.0%	-
7247	Membership & Dues	-	275	-	-	0.0%	-
7253	Mileage Exp/Allowance	-	-	-	-	0.0%	-
7259	Miscellaneous Costs	134	-	100	100	100.0%	100
7265	Office Supplies/Expense	642	644	600	600	100.0%	600
7271	Postage	-	-	100	100	100.0%	100

Code	Expenditure Classification	Actual Expense 2015-16	Actual Expense 2016-17	Amended Budget 2017-18	Estimated Expense 2017-18	% of Budget Expended	Adopted Budget 2018-19
7277	Printing	-	-	75	75	100.0%	75
7295-0109	Utilities:Phone,Internet,Cell Phone	2,415	1,026	6,000	6,000	100.0%	6,000
7331	License & Fees	-	861	500	500	100.0%	500
7655	Building Maintenance	-	8	2,500	2,500	100.0%	1,000
8940	Contract Services	122,566	108,344	126,000	120,000	95.2%	120,000
	<b>Sub-Total Golf Club - Administrat</b>	<b>125,807</b>	<b>112,041</b>	<b>135,875</b>	<b>129,875</b>	<b>95.6%</b>	<b>128,375</b>
7710	Golf Club - Food & Beverage						
7295-0109	Utilities:Phone,Internet,Cell Phone	1,727	812	-	-	0.0%	-
8940	Contract Services	-	3,012	-	-	0.0%	-
	<b>Sub-Total Golf Club -Food &amp; Beve</b>	<b>1,727</b>	<b>3,824</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
7712	Golf Club - Cart Barn						
7655	Building Maintenance	8,530	8	3,000	3,000	100.0%	3,000
8940	Contract Services	25,980	29,605	25,000	25,000	0.0%	25,000
9026	Equipment Maintenance	430	143	-	-	0.0%	-
9065	Leased Equipment	65,254	85,984	69,000	69,000	100.0%	69,000
9140	Vehicle & Equipment Replacemer	-	85	500	500	100.0%	500
	<b>Sub-Total Golf Club - Cart Barn</b>	<b>100,193</b>	<b>115,826</b>	<b>97,500</b>	<b>97,500</b>	<b>100.0%</b>	<b>97,500</b>
7714	Golf Club - Golf Course Grounds						
7180	Uniform Expense	8,664	7,824	6,000	6,000	100.0%	8,000
7223	Disposal Services	(2,506)	438	600	600	100.0%	600
7259	Miscellaneous Costs	12	647	500	500	100.0%	500
7295-0109	Utilities:Phone,Internet,Cell Phone	-	-	1,200	1,200	100.0%	1,200
7295-0847	Utilities: Electricity Usage	60,348	59,656	60,000	60,000	100.0%	65,000
7295-0849	Utilities: Water Usage	89,001	10,585	20,000	20,000	100.0%	20,000
7331	License & Fees	568	937	750	750	100.0%	1,500
7353	Range Supplies	8,563	9,397	3,500	3,500	100.0%	3,500
7360	Safety & Security	1,851	1,338	175	175	100.0%	1,675
7655	Building Maintenance	501	1,655	1,500	1,500	100.0%	1,500
7755	Grounds Maintenance	39,321	87,777	65,000	65,000	100.0%	75,000
7970	Small Tools	421	67	500	500	100.0%	500
8940	Contract Services	179,372	197,680	198,000	198,000	100.0%	200,000
9026	Equipment Maintenance	31,676	24,223	24,000	24,000	100.0%	24,000
9052	Gasoline, Diesel, Oil	10,501	15,332	19,250	19,250	100.0%	19,250
9065	Leased Equipment	65,598	2,104	100,000	100,000	100.0%	10,000
9078	Safety & Security	-	-	200	200	100.0%	200
9091	Vehicle Maintenance	-	116	-	-	0.0%	-
9300	Capital Projects	-	-	22,500	22,500	100.0%	15,000
	<b>Sub-Total Golf Course Grounds</b>	<b>493,892</b>	<b>419,777</b>	<b>523,675</b>	<b>523,675</b>	<b>100.0%</b>	<b>447,425</b>

Code	Expenditure Classification	Actual Expense 2015-16	Actual Expense 2016-17	Amended Budget 2017-18	Estimated Expense 2017-18	% of Budget Expended	Adopted Budget 2018-19
7716	Golf Club - Golf Course Facilities						
7010	Salaries & Wages	1,989	2,520	2,828	2,743	97.0%	9,150
7030	Wages Overtime	-	22	-	136	0.0%	-
7110	Cafeteria and other Benefits	338	405	478	391	81.8%	1,484
7140	RHS	9	12	14	12	85.7%	45
7150	Medicare	29	38	41	42	102.4%	132
7160	PERS	622	595	783	474	60.5%	2,530
	<b>Total Personnel</b>	<b>2,987</b>	<b>3,591</b>	<b>4,144</b>	<b>3,798</b>	<b>91.7%</b>	<b>13,341</b>
	7223 Disposal Services	3,722	3,617	3,500	3,500	100.0%	
7295-0847	Utilities: Electricity Usage	45,667	41,428	48,500	48,500	100.0%	45,000
7295-0848	Utilities: Natural Gas Usage	8,893	7,427	13,000	13,000	100.0%	10,000
7295-0849	Utilities: Water Usage	265	293	1,900	1,900	100.0%	1,500
7360	Safety & Security	748	1,310	2,200	2,200	100.0%	1,700
7383	Vandalism Repairs	-	-	-	-	0.0%	-
7655	Building Maintenance	8,815	27,169	15,000	15,000	100.0%	15,000
8940	Contract Services	-	-	-	-	0.0%	-
	<b>Sub-Total Golf Course Facilities</b>	<b>71,096</b>	<b>84,835</b>	<b>88,244</b>	<b>91,696</b>	<b>103.9%</b>	<b>86,541</b>
7722	Golf Club - Pro Shop						
7180	Uniform Expense	129	27	-	-	0.0%	-
7205	Advertising-Marketing	3,500	-	3,500	3,500	100.0%	3,500
7265	Office Supplies/Expense	172	-	250	250	100.0%	250
7271	Postage	-	17	600	600	100.0%	600
7277	Printing	-	-	200	200	100.0%	200
7295-0109	Utilities:Phone,Internet,Cell Phone	264	40	475	475	100.0%	475
7331	License & Fees	-	140	-	-	0.0%	-
7360	Safety & Security	58	279	-	-	0.0%	-
7655	Building Maintenance	1,588	3,219	5,500	5,500	100.0%	3,500
8940	Contract Services	34,688	54,970	58,000	58,000	100.0%	58,000
	<b>Sub-Total Golf Club - Pro Shop</b>	<b>40,399</b>	<b>58,693</b>	<b>68,525</b>	<b>68,525</b>	<b>100.0%</b>	<b>66,525</b>
7726	Golf Club - Tennis Court						
7295-0109	Utilities:Phone,Internet,Cell Phone	-	-	500	500	100.0%	500
7755	Grounds Maintenance	-	14,916	-	-	0.0%	-
7770	Sports Fields Light Maintenance	1,153	920	-	-	0.0%	-
	<b>Sub-Total Golf Club - Tennis Cour</b>	<b>1,153</b>	<b>15,836</b>	<b>500</b>	<b>500</b>	<b>100.0%</b>	<b>500</b>
	<b>Total Expenditures</b>	<b>1,068,585</b>	<b>1,027,848</b>	<b>1,059,601</b>	<b>1,149,571</b>	<b>108.5%</b>	<b>1,064,666</b>
	<b>ENDING FUND BALANCE</b>	<b>(1,828,501)</b>	<b>(1,893,887)</b>	<b>(1,893,887)</b>	<b>(1,994,357)</b>	<b>105.3%</b>	<b>(1,993,523)</b>
	Less Capital Assets	1,482,440	1,482,440	1,482,440	1,482,440		1,417,440
	<b>TOTAL FUND BALANCE LESS CAPITAL ASSETS</b>	<b>(3,310,941)</b>	<b>(3,376,327)</b>	<b>(3,376,327)</b>	<b>(3,476,797)</b>	<b>103.0%</b>	<b>(3,410,963)</b>

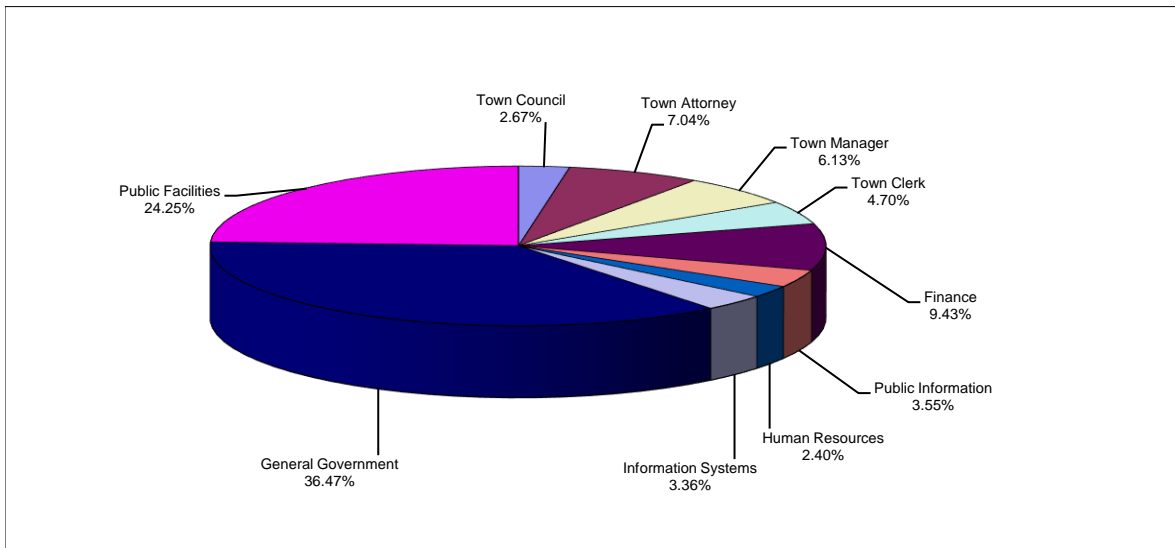
<b>Personnel Schedule</b>	<b>Actual 2015-16</b>	<b>Actual 2016-17</b>	<b>Actual 2017-18</b>	<b>Adopted 2018-19</b>
Maintenance Supervisor	0.00	0.00	0.02	0.07
Sr. Maintenance Worker	0.02	0.02	0.00	0.00
Maintenance Worker II	0.00	0.02	0.02	0.07
Maintenance Worker I	0.01	0.01	0.01	0.01
<b>Total FTE's:</b>	<b>0.03</b>	<b>0.05</b>	<b>0.05</b>	<b>0.15</b>

APPLE VALLEY CHOICE ENERGY (5810)							
Code	Revenue Classification	Actual Revenue 2015-16	Actual Revenue 2016-17	Amended Budget 2017-18	Estimated Revenue 2017-18	% of Budget Received	Adopted Budget 2018-19
BEGINNING FUND BALANCE		-	-	446,041	446,041		3,138,660
4380	AVCE Energy Generation Revenue	-	62	16,568,000	16,568,000	100.0%	16,302,200
4381	AVCE Smart Choice Revenue	-	3,352,028	-	-	0.0%	-
4170	Other Revenue Sources	-	2	-	-	0.0%	-
4181	Miscellaneous Revenue	-	-	-	-	0.0%	-
4255	Interest Earnings	-	197	-	-	0.0%	-
6816	Grants	-	-	-	-	0.0%	-
Total Revenues		-	3,352,288	16,568,000	16,568,000	100.0%	16,302,200
Code	Expenditure Classification	Actual Expense 2015-16	Actual Expense 2016-17	Amended Budget 2017-18	Estimated Expense 2017-18	% of Budget Expended	Adopted Budget 2018-19
Personnel Services 5810							
7010	Salaries	-	-	195,925	161,550	82.5%	81,797
7020	Salaries Part-Time	-	-	-	-	100.0%	-
7030	Overtime	-	-	-	-	100.0%	-
7110	Cafeteria Benefits	-	-	23,908	24,294	101.6%	14,785
7120	Deferred Comp	-	-	4,045	3,204	79.2%	-
7140	RHS	-	-	980	793	80.9%	409
7150	Medicare	-	-	2,841	2,354	82.9%	1,186
7160	PERS	-	-	39,007	22,848	58.6%	9,073
Total Personnel		-	-	266,706	215,043		107,250
Operations & Maintenance							
7205	Advertising	-	3,588	119,500	300	0.3%	25,500
7229	Education & Training	-	-	5,000	500	10.0%	5,000
7241	Meetings & Conferences	-	3,597	33,900	3,600	10.6%	33,000
7247	Membership & Dues	-	16,000	33,000	56,538	171.3%	70,000
7253	Mileage	-	105	1,000	-	0.0%	1,000
7259	Miscellaneous	-	1,046	-	200	0.2%	1,000
7265	Office Supplies/Exp	-	44	-	-	0.0%	500
7277	Printing	-	21,932	19,400	19,400	100.0%	20,500
7312	Bad Debt	-	-	67,200	67,200	100.0%	70,000
7350	Public Information	-	-	7,000	7,000	100.0%	7,000
7390	Power Procurement	-	2,094,079	11,503,100	11,503,100	100.0%	11,585,900
7392	NEM True-Up Payments	-	2,146	3,000	27,000	900.0%	100,000
7393	Open Market Power Purchases	-	-	-	-	0.0%	-
7394	Rate Stabilization	-	-	-	-	0.0%	489,070
7395	Required Mailings	-	34,672	26,600	10,000	37.6%	30,000
8916	Audit Fees	-	-	1,500	1,500	100.0%	1,500
8940	Contract Services	-	440,537	1,017,700	1,017,700	100.0%	1,117,700
9860	Interest	-	12,875	-	12,000	0.0%	5,000
Total Operations & Maint		-	2,630,622	12,837,900	12,714,038	99.0%	13,562,670
Transfers							
9999	Administrative Overhead	-	275,625	946,300	946,300	0.0%	900,000
Total Transfers		-	275,625	946,300	946,300	0.0%	900,000
Total Expenditures		-	2,906,247	14,050,906	13,875,381	1	14,569,920
ENDING FUND BALANCE		-	446,041	2,963,135	3,138,660	105.9%	4,870,940

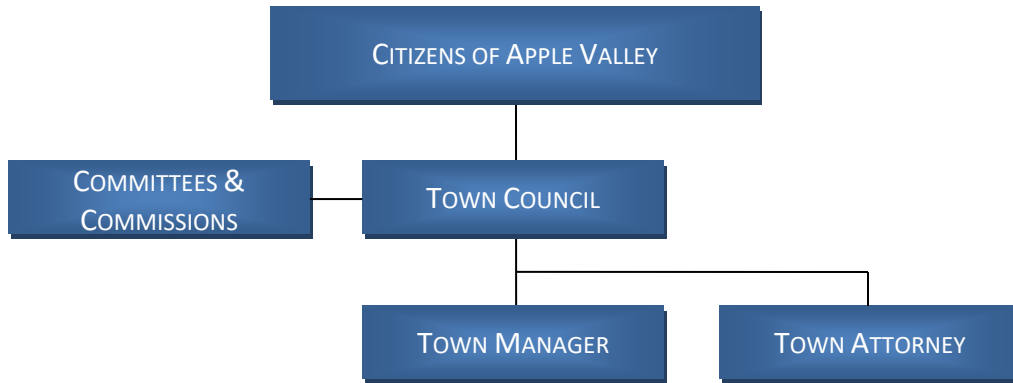
	Actual 2015-16	Actual 2016-17	Actual 2017-18	Adopted 2018-19
<b>Personnel Schedule</b>				
<b>Full Time:</b>				
Asst Director of Energy & Environ Sc	0.00	0.60	0.75	0.00
Administrative Analyst I	0.00	0.75	1.00	1.00
Administrative Secretary	0.00	0.30	0.70	0.30
<b>Part Time:</b>				
	0.00	0.00	0.00	0.00
<b>Total FTE's:</b>	<b>0.00</b>	<b>1.65</b>	<b>2.45</b>	<b>1.30</b>

## 2018/19 General Government Appropriations

Town Council	\$235,298
Town Attorney	620,000
Town Manager	540,488
Town Clerk	413,859
Finance	831,192
Public Information	312,676
Human Resources	211,501
Information Systems	296,157
General Government	3,213,335
Public Facilities	2,136,153
<b>Total-General Government</b>	<b><u><u>\$8,810,659</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 Apple Valley Community Resources Foundation Board. The Town Council formulates policy guidelines to ensure the provision of high quality municipal services for the residents and businesses in Apple Valley. The Town Council appoints a Town Manager charged with the implementation of adopted policies, as well as a Town Attorney that reviews Council actions and policies for legal considerations. The Town Council also appoints a variety of commissions and committees.

### 2017-18 HIGHLIGHTS

- 1,606 ft Yucca Loma Bridge opens; wins Public Works project of the year
- 1.35 million-square-foot Big Lots Distribution Center breaks ground; will employ 400-500 when fully operational in 2019
- Successful recruitment of new Town Manager
- Successful implementation of Apple Valley Choice Energy (AVCE), the Town’s locally-operated, locally-owned electrical power provider
- Presented fourth annual Mayor’s Youth Leadership Summit
- Seventh consecutive year named “Best City to Live In” in Daily Press’ “Best of the Desert” poll

- Construction completed of VVWRA Subregional Wastewater Treatment Plant; anticipated to be operational by Summer 2018
- Presented annual State of the Town address
- Participated on various regional boards/joint powers authorities/committees & commissions
- Presented various proclamations and certificates of recognition to Apple Valley businesses, organizations and individuals
- Active participation in the League of California Cities’, including Board membership, Annual Conference attendance and quarterly Policy Committee meetings
- Continued promotion of transparency in government, fiscal responsibility, vital services and citizen satisfaction

## 2018-19 GOALS AND OBJECTIVES

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

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

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

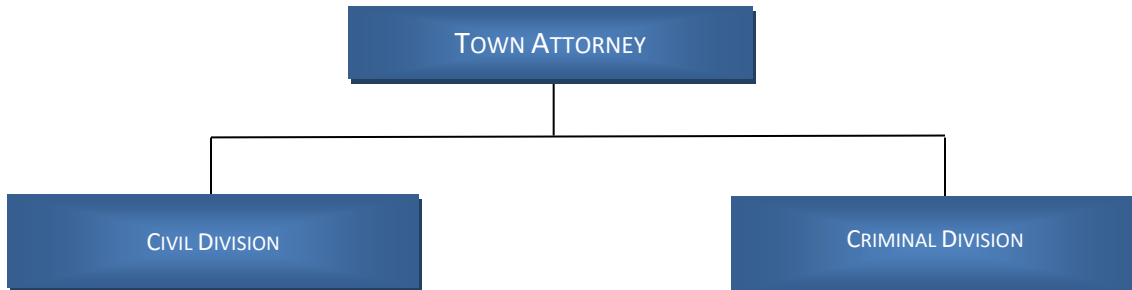


<b>COUNCIL 1001-1010</b>							
<b>Code</b>	<b>Expenditure Classification</b>	<b>Actual Expense 2015-16</b>	<b>Actual Expense 2016-17</b>	<b>Amended Budget 2017-18</b>	<b>Estimated Expense 2017-18</b>	<b>% of Budget Expended</b>	<b>Adopted Budget 2018-19</b>
<b>Personnel Services</b>							
7020	Wages, Part-time	49,015	48,754	48,660	48,660	100.0%	48,660
7110	Cafeteria Benefits	39,511	38,605	38,808	43,101	111.1%	38,199
7150	Medicare	1,019	1,181	1,201	1,201	100.0%	1,201
7160	PERS	10,955	6,296	8,858	6,385	72.1%	8,938
7165	Auto Allowance	-	32,846	34,200	34,404	100.6%	34,200
<b>Total Personnel</b>		<b>100,500</b>	<b>127,683</b>	<b>131,727</b>	<b>133,751</b>	<b>101.5%</b>	<b>131,198</b>
<b>Operations &amp; Maintenance</b>							
7241	Meetings & Conferences	47,700	46,942	33,000	33,000	100.0%	33,000
7247	Membership & dues	250	250	500	500	100.0%	500
7253	Mileage Exp/Allowance	34,471	-	-	-	0.0%	4,000
7259	Miscellaneous Costs	637	-	-	-	0.0%	-
7265	Office Supplies	463	262	800	800	100.0%	500
7277	Printing	4,477	4,279	4,000	4,000	100.0%	4,000
7295	Utilities: Phones	1,253	907	1,500	1,500	100.0%	1,500
7330	Hardware/Software Supplies/Exp	-	500	-	-	0.0%	-
8940	Contracted Services	60,600	65,500	60,600	60,600	100.0%	60,600
<b>Total Operations &amp; Maint.</b>		<b>149,851</b>	<b>118,641</b>	<b>100,400</b>	<b>100,400</b>	<b>100.0%</b>	<b>104,100</b>
<b>Department Total</b>		<b>250,351</b>	<b>246,323</b>	<b>232,127</b>	<b>234,151</b>	<b>100.9%</b>	<b>235,298</b>

<b>Personnel Schedule</b>	<b>Actual 2015-16</b>	<b>Actual 2016-17</b>	<b>Actual 2017-18</b>	<b>Adopted 2018-19</b>
<b>Part Time:</b>				
Mayor & Town Council	2.50	2.50	2.50	2.50
<b>Total FTE's:</b>	<b>2.50</b>	<b>2.50</b>	<b>2.50</b>	<b>2.50</b>



# TOWN ATTORNEY



## PROGRAM DESCRIPTION

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

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

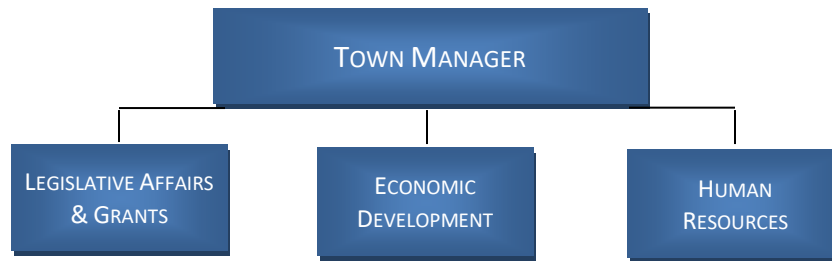
The **Civil Division** provides written and oral opinions to Town Council, the Town Manager, and the entire Town government on issues related to statutory compliance. The Civil Division serves as legal counsel to all of the Town’s boards and committees, including the Successor Agency to the former Town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



**TOWN ATTORNEY 1001-1020**

<b>Code</b>	<b>Expenditure Classification</b>	<b>Actual Expense 2015-16</b>	<b>Actual Expense 2016-17</b>	<b>Amended Budget 2017-18</b>	<b>Estimated Expense 2017-18</b>	<b>% of Budget Expended</b>	<b>Adopted Budget 2018-19</b>
8972	Legal Services - General						
8972-0402	Best, Best & Krieger	739,117	1,114,367	620,000	620,000	100.0%	620,000
	<b>Total Operations &amp; Maintenance</b>	<b>739,117</b>	<b>1,114,367</b>	<b>620,000</b>	<b>620,000</b>	<b>100.0%</b>	<b>620,000</b>
	<b>Department Total</b>	<b>739,117</b>	<b>1,114,367</b>	<b>620,000</b>	<b>620,000</b>	<b>100.0%</b>	<b>620,000</b>

# TOWN MANAGER



## PROGRAM DESCRIPTION

The Town Manager serves as the Chief Executive Officer of the Town, Director of Economic Development and Human Resources Manager. The Town Manager's primary role is to promote the effective delivery of municipal services. The Town Manager maintains active communication with federal, state and regional agencies as well as other local municipalities. The Town Manager ensures that Town Council policies and directives are implemented and provides executive level staff support for the Town Council in a variety of functions, including public administration, intergovernmental relations, public information, legislative advocacy, special projects, policy analysis and other items that are necessary to improve the functions of government. The Town Manager is responsible for the efficient and effective operation of all Town/Agency departments, programs and services. Specifically, the Town Manager's office is responsible for financial oversight, executive level leadership, economic development, legislative advocacy, human resources, grants coordination and response to citizen concerns.

## 2017-18 HIGHLIGHTS

- Reduced over \$2.6 million deficit to balance the FY 18-19 budget.
- Commenced the submission of several State and Federal competitive grant applications resulting in over \$5,083,157 in grant awards.
- Successful Public Education Government (PEG) Channel launch, Apple Valley TV, to promote understanding of local government functions and provide useful information to the citizens of Apple Valley.
- Continued participation in High Desert region's five-city economic development collaboration known as "Opportunity High Desert" (OHD).
- Continued to facilitate partnerships with member cities and towns within the League of California Cities.

- Implemented quarterly employee meetings to encourage enhanced and open communication.
- Completed organizational restructuring to improve efficiencies.
- Participated in League of California Cities Town/City Managers Department Meeting.
- Strengthened and increased joint Town and Chamber business outreach efforts.

**2018-19 GOALS AND OBJECTIVES**

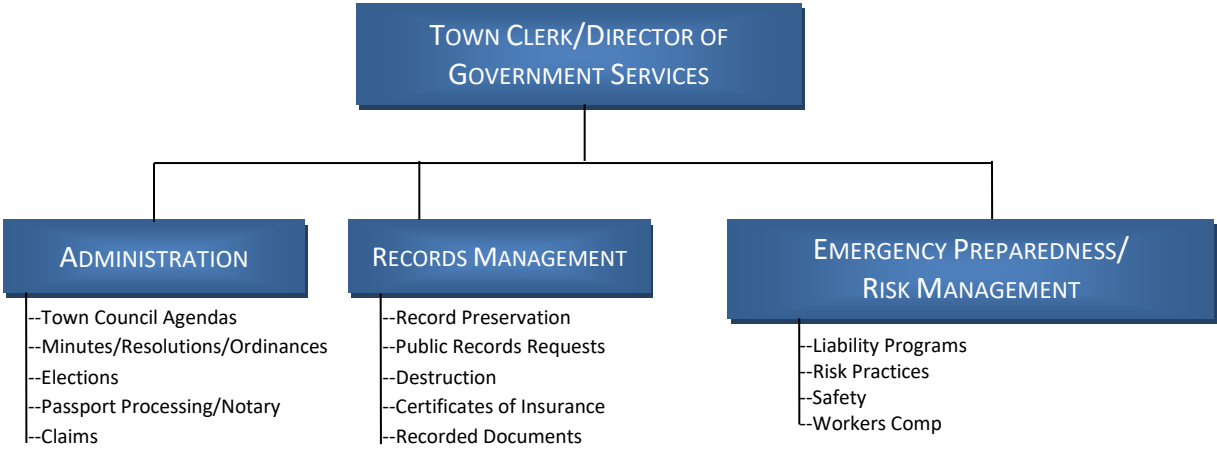
<b>Department Performance Measures – Town Manager</b>	
<b>Objective</b>	<b>Measurement</b>
Continue to develop public agency partnerships and strengthen existing relationships to bolster legislative advocacy efforts and promote regional economic development	Organize and facilitate multi-agency legislative advocacy efforts in Sacramento and Washington DC; Continue to partner with public agencies in hosting informational seminars for the public
Continue to take an active role in the League of California Cities partnership for the promotion and preservation of local control	Develop matrix of legislative actions by the Town Council
Promote and implement cost-saving efficiency measures to further reduce operating expenses while exploring options to provide new revenue-generating services	Ongoing; Hold outreach meetings to encourage Staff to identify potential new revenue sources
Continue to pursue Federal and State grant funding sources for transportation projects, community development and municipal service programs	Increase number of grant applications from previous fiscal year
Continue increasing community event donations and sponsorships to decrease General Fund subsidies	Ongoing



<b>TOWN MANAGER 1001-1030</b>							
<b>Code</b>	<b>Expenditure Classification</b>	<b>Actual Expense 2015-16</b>	<b>Actual Expense 2016-17</b>	<b>Amended Budget 2017-18</b>	<b>Estimated Expense 2017-18</b>	<b>% of Budget Expended</b>	<b>Adopted Budget 2018-19</b>
<b>Personnel Services</b>							
7010	Salaries & Wages	389,271	379,173	407,004	442,441	109%	408,032
7110	Cafeteria Benefits	34,471	32,303	34,996	27,354	78%	22,386
7120	Deferred Comp	19,963	15,958	26,198	10,068	38%	-
7140	RHS	1,964.59	1,905.33	2,035	11,023	542%	10,613
7150	Medicare	5,657	5,616	6,041	5,948	98%	6,010
7160	PERS	115,577	58,282	99,198	55,826	56%	71,337
7165	Auto Allowance	-	9,274	9,588	9,588	100%	9,480
7166	Phone Allowance	-	-	-	564	564%	1,080
<b>Total Personnel</b>		<b>566,902</b>	<b>502,512</b>	<b>585,060</b>	<b>562,812</b>	<b>96%</b>	<b>528,938</b>
<b>Operations &amp; Maintenance</b>							
7229	Education & Training	6,134	2,841	-	-	0%	-
7241	Meetings & Conferences	27,234	17,091	20,000	20,000	100%	10,000
7247	Memberships & Dues	3,215	2,945	1,300	1,300	100%	500
7253	Mileage	9,865	1,054	500	500	100%	700
7259	Miscellaneous Costs	755	550	-	-	0%	-
7265	Office Supplies	551	559	250	250	100%	250
7277	Printing	-	207	100	100	100%	100
7289	Subscriptions	-	95	100	100	100%	-
8940	Contract Services	2,807	-	18,000	18,000	100%	-
<b>Total Operations &amp; Maint.</b>		<b>50,562</b>	<b>25,342</b>	<b>40,250</b>	<b>40,250</b>	<b>100%</b>	<b>11,550</b>
<b>Department Total</b>		<b>617,464</b>	<b>527,854</b>	<b>625,310</b>	<b>603,062</b>	<b>96%</b>	<b>540,488</b>

<b>Personnel Schedule</b>	<b>Actual 2015-16</b>	<b>Actual 2016-17</b>	<b>Actual 2017-18</b>	<b>Adopted 2018-19</b>
<b>Full Time:</b>				
Town Manager	0.94	0.94	0.94	0.90
Executive Assistant	1.00	1.00	1.00	1.00
Special Projects Manager	1.00	1.00	1.00	1.00
<b>Total FTE's:</b>	<b>2.94</b>	<b>2.94</b>	<b>2.94</b>	<b>2.90</b>

# GOVERNMENT SERVICES



## DEPARTMENT DESCRIPTION



Town of Apple Valley

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

## DIVISION/MAJOR PROGRAM DESCRIPTION

### Council Support Services

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

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

### **Administrative Process**

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

### **Board Administration**

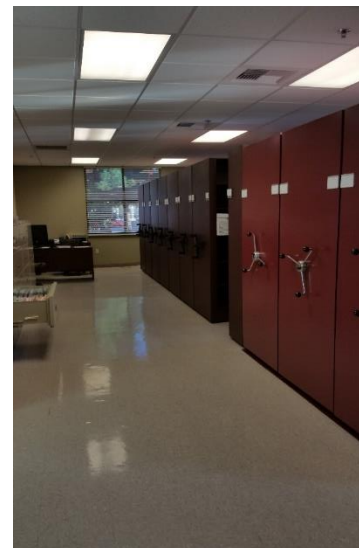
The Town Clerk's Office is responsible for the maintenance and administration of the Town's Boards, Committees and Commissions. This office maintains a list of all active members. In addition, copies of applications from interested individuals willing to serve on a committee are kept on file in our office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

### **Elections**

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

### **Records Management**

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



## 2017-18 HIGHLIGHTS

- Reduced the agenda processing time by 48 hours enabling quicker delivery of documents to elected officials, staff and the public.
- 100% success in minute preparation for approval by the Town Council on the following agenda.
- 100% of staff members certified in Municipal Clerk Training.
- Discovery documentation for legal review provided in electronic format, reducing the amount of paper records.
- Enhanced the data base used to catalog documents stored in the records center.
- 60% of Records Request processed electronically for quicker delivery to requestor.

## 2018-19 GOALS AND OBJECTIVES

- Successful completion of 2018 Election.
- Scan FPPC documentation into database within 24 hours of receipt.
- Increase proficiency of Town Council agenda packets during first review by 30%.
- Maintain proficiency of Town Clerk department website.
- Develop a standardized checklist for office operations under the responsibility of the Town Clerk's Office.
- Increase the number of documents available for review on the Town of Apple Valley website.
- Contracts/Agreements are identified and logged as closed within 5 days of expiration.
- Facilitate timely disposal of records.

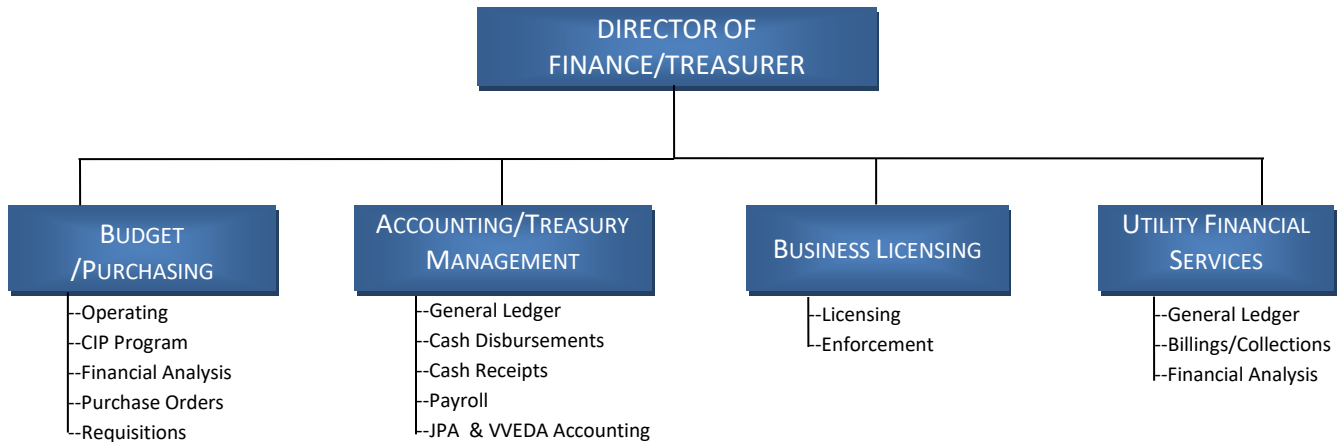
Department Performance Measures – Town Clerk		
	Actual FY 17-18	Goal FY 18-19
<b>Town Clerk</b>		
Accuracy on agenda packet	90%	100%
Percentage of time documents processed within 1 week of meeting.	75%	80%
FPPC documents collected prior to deadline.	80%	90%
Finalize agenda packet by established deadline.	70%	80%
Council/Clerk Website information updated within 48 hours of change	70%	90%
<b>Records Management</b>		
Historical Documents scanned 24 hours after execution.	80%	90%
Purge closed files within 5 days of termination.	60%	70%



<b>TOWN CLERK 1001-1060</b>							
<b>Code</b>	<b>Expenditure Classification</b>	<b>Actual Expense 2015-16</b>	<b>Actual Expense 2016-17</b>	<b>Amended Budget 2017-18</b>	<b>Estimated Expense 2017-18</b>	<b>% of Budget Expended</b>	<b>Adopted Budget 2018-19</b>
<b>Personnel Services</b>							
7010	Salaries & Wages	286,487	288,577	286,957	277,422	96.7%	213,134
7110	Cafeteria Benefits	28,606	25,911	28,161	31,919	113.3%	9,816
7120	Deferred Compensation	17,389	15,834	15,210	22,263	146.4%	-
7140	RHS	1,361	1,297	1,369	1,402	102.4%	1,032
7150	Medicare	4,439	4,467	4,256	4,492	105.5%	3,185
7160	PERS	93,745	54,527	78,988	49,855	63.1%	58,644
7165	Auto Allowance	-	6,306	6,566	6,566	100.0%	6,498
<b>Total Personnel</b>		<b>432,028</b>	<b>396,919</b>	<b>421,507</b>	<b>393,919</b>	<b>93.5%</b>	<b>292,309</b>
<b>Operations &amp; Maintenance</b>							
7205	Advertising	5,615	2,819	5,000	5,000	100.0%	4,000
7229	Education & Training	4,700	3,573	4,000	4,000	100.0%	3,300
7241	Meetings & Conferences	5,141	4,012	3,285	3,285	100.0%	3,900
7247	Memberships & Dues	1,480	1,165	1,000	1,000	100.0%	1,000
7253	Mileage	7,207	-	500	500	100.0%	150
7265	Office Supplies	3,077	1,422	2,500	2,500	100.0%	2,000
7277	Printing	422	508	1,000	1,000	100.0%	1,000
7315	Election	(60)	327,824	-	-	0.0%	90,000
7330	Hardware/Software Supplies	3,635	-	700	700	100.0%	700
8940	Contract Services	17,430	14,451	16,000	16,000	100.0%	12,000
9065	Leased Equipment	4,229	4,490	3,500	3,500	100.0%	3,500
<b>Total Operations &amp; Maint.</b>		<b>52,876</b>	<b>360,265</b>	<b>37,485</b>	<b>37,485</b>	<b>100.0%</b>	<b>121,550</b>
<b>Department Total</b>		<b>484,904</b>	<b>757,184</b>	<b>458,992</b>	<b>431,404</b>	<b>94.0%</b>	<b>413,859</b>

<b>Personnel Schedule</b>	<b>Actual 2015-16</b>	<b>Actual 2016-17</b>	<b>Actual 2017-18</b>	<b>Adopted 2018-19</b>
<b>Full Time:</b>				
Town Clerk	0.96	0.96	0.96	0.95
Deputy Town Clerk	2.00	2.00	2.00	1.00
<b>Total FTE's:</b>	<b>2.96</b>	<b>2.96</b>	<b>2.96</b>	<b>1.95</b>

# FINANCE DEPARTMENT



## DEPARTMENT DESCRIPTION

The Finance departmental operations are part of the administrative operations reporting to the Director of Finance/Treasurer. The Finance department's primary purpose is to act as the financial steward of publicly entrusted resources and to provide a wide variety of support functions generally encompassed by finance. The department provides support throughout the organization, and assists members of the public with accessing town services and information. These functions are critical to the Town's fiscal integrity and fiscal stability, as well as the Town's ability to consistently deliver the high quality of municipal services its residents have grown to expect.

The Finance Department is a General Government Support function. The Department is comprised of eight full-time staff members – two management and six professional/clerical positions. The Department is responsible for all accounting functions, preparation and coordination of the Town's annual operating budget and capital improvement program, business licensing, revenue collections, treasury investing and debt management. Finance is also responsible for the preparation and issuance of financial reports and administers the disbursement of Town funds in accordance with adopted fiscal policies and internal control procedures.

Program activities for the department include: Financial planning and reporting, preparation and coordination of the annual budget, preparation and issuance of the Comprehensive Annual Financial Report (CAFR), coordination of other annual and special audits, processing the Town's employee payroll, filing monthly and annual reports with taxing authorities and regulatory agencies, coordinating employee benefit coverage and reporting with the Human Resources department, processing payments for insurance benefits and payroll taxes withheld, providing payroll statistics to various departments and agencies, processing the Town's accounts payable and issuing checks to vendors, filing annual reports required by regulatory agencies, reviewing and revising internal controls and adhering to established procedures.

## DIVISION/MAJOR PROGRAM DESCRIPTION

**Administration:** provides overall management of the Finance Department's operations, facilitates Town-wide financial planning, coordinates the financing of Town projects and provides Town management with current information concerning economic conditions and legislative impacts to Apple Valley.

**Accounting-Recurring Expenditures:** provides financial services including accounts payable and payroll processing. Included in this function are the bi-weekly processing of payroll, weekly processing of vendor payments, travel and expense reports, reconciliation of procurement card transactions, cash and investments, and reporting requirements to the IRS and is responsible for the preparation of the Comprehensive Annual Financial Report.

**Accounting-General Ledger Maintenance:** provides for the maintenance of the general ledger including account and subsidiary ledger reconciliations, accounts receivable, and fixed assets management. Additionally, reconciles and reports on grants, and CIP and non-CIP projects. Further responsibilities include maintaining the Town's financial systems, providing internal controls over all financial functions, and ensuring grant compliance.

**Budget:** prepares the Town's annual budget. The Budget Division coordinates the development and ongoing monitoring of the Town-wide operating and capital improvement budgets, provides financial analysis in a variety of areas including legislative impacts, provide financial reports for internal and external users and oversees debt management.

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

## 2018-19 PROGRAMMATIC CHANGES

The FY 18-19 adopted budget for the Finance Department is \$831,192, which reflects a 27.15 percent decrease from the previous year primarily due to the elimination of the Assistant Town Manager position and some employee benefits, step increases and cost-sharing of the HR Payroll Coordinator with the Human Resources department.

## 2017-18 HIGHLIGHTS

- Received the Certificate of Achievement Award for Excellence in Financial Reporting from the Government Finance Officers Association (GFOA) for the sixteenth time for Fiscal Year 2017.
- Received the Distinguished Budget Presentation Award from the GFOA for the fifth time for Fiscal Year 2018.
- Received the Operating Budget Excellence Award from the CSMFO for the fourth time for Fiscal Year 2018.
- Continued reformatting the budget document to improve financial reporting practices and public disclosure of financial information.
- Implemented new accounting standards.
- Updated user Fee Schedule Book as part of a master resolution for Council adoption.
- Prepared one Recognized Obligation Payment Schedules (ROPS) for the RDA dissolution process.

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

## 2018-19 GOALS AND OBJECTIVES

- Adopt budget balancing strategies to reduce/eliminate the structural budgetary imbalance in the General Fund.
- Maintain the Town's fiscal health and provide adequate resources to fund Town services to the community.
- Perform financial responsibilities in accordance with statutory regulations and standards promulgated by professional regulatory agencies.
- Account for the Town's fiscal activities in an accurate and timely manner within generally accepted accounting principles (GAAP) and other legal requirements.
- Issue the Town's financial statements by the end of November annually.

- Prepare monthly budget status reports within ten days of month end.
- Provide all departments with on-line access to the financial system for report generation purposes
- Assist the Town Manager in preparation of a balanced budget and maintain established operating reserves for contingencies.
- Safeguard the Town’s assets and invest available cash within the Town’s adopted investment policy.
- Provide financial services such as accounts payable, payroll, cash receipting, to departments.

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

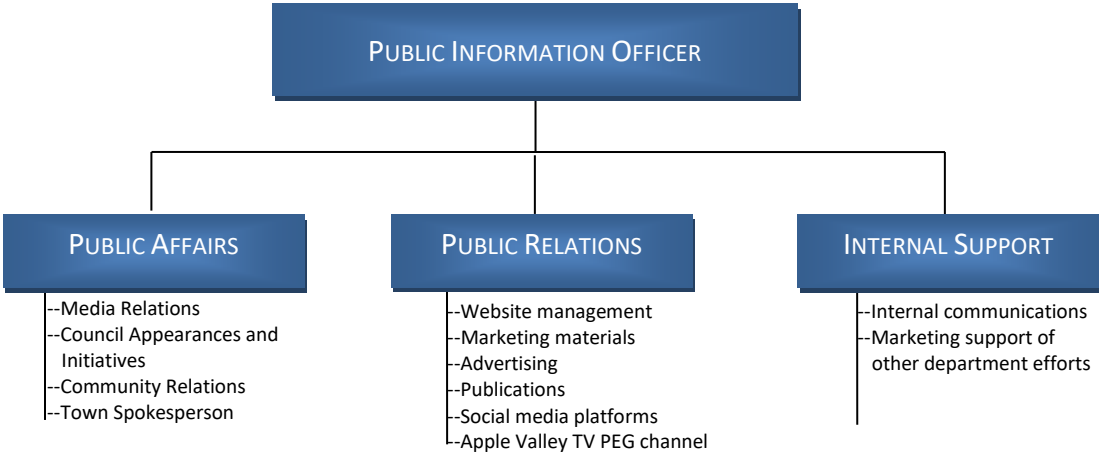
<b>Department Performance Measures – Finance</b>				
	Actual FY 16-17	Goal FY 17-18	Est. FY 17-18	Goal FY 18-19
<b>Number of Audit Adjustments (Auditor Recommended)</b>	0	0	0	0
<b>Years Received GFOA CAFR Award</b>	15	15	16	17
<b>Years Received GFOA Distinguished Budget Award</b>	4	5	5	6
<b>Years Received CSMFO Operating Budget Excellence Award</b>	3	4	4	5
<b>Accuracy Forecasting Expenditures – General Fund</b>	99%	98%	98%	99%
<b>Accuracy Forecasting Revenues – General Fund</b>	93%	98%	98%	99%
<b>Average days to process purchase order (informal bids)</b>	5	5	5	4
<b>Number of budget adjustments processed</b>	18	25	15	15
<b>Accounts Payable Checks Issued</b>	5,383	5400	5,700	5400
<b>Number of payroll checks issued</b>	4,665	4,110	4,476	4,270
<b>Number of purchase orders issued</b>	56	60	60	60
<b>Number of contracts monitored</b>	25	25	24	24
<b>Number of business licenses processed</b>	2,305	2,310	2,310	2,315
<b>Number of accounts receivable invoices processed</b>	120	120	125	120
<b>Number of Utility invoices processed</b>	145,250	144,200	160,000	160,000
<b>Property Liens Processed</b>	2,155	2,350	2,020	2,100
<b>Property Liens Released</b>	2,058	2,450	750	1,200
<b>Refunds Issued</b>	1,240	980	1,150	1,100



FINANCE 1001-1050							
Code	Expenditure Classification	Actual Expense 2015-16	Actual Expense 2016-17	Amended Budget 2017-18	Estimated Expense 2017-18	% of Budget Expended	Adopted Budget 2018-19
Personnel Services							
7010	Salaries & Wages	823,439	788,746	719,894	719,894	100.0%	525,311
7020	Wages Part-Time	6,291	474	-	30,000	-	5,000
7030	Wages - Overtime	343	309	5,000	500	10.0%	-
7110	Cafeteria Benefits	95,458	84,030	81,191	81,191	100.0%	61,931
7120	Deferred Comp	19,038	27,001	26,757	26,757	100.0%	-
7140	RHS	3,838.82	3,677.79	3,554	3,554	100.0%	2,601
7150	Medicare	12,442	11,939	10,528	10,528	100.0%	2,601
7160	PERS	199,737	107,473	128,648	128,648	100.0%	75,624
7165	Auto Allowance	-	5,912	6,156	8,954	145.5%	6,019
<b>Total Personnel</b>		<b>1,160,586</b>	<b>1,029,564</b>	<b>981,728</b>	<b>1,010,026</b>	<b>102.9%</b>	<b>679,087</b>
Operations & Maintenance							
7229	Education & Training	8,201	4,795	6,070	3,500	57.7%	3,500
7241	Meetings & Conferences	14,510	12,638	12,645	11,000	87.0%	10,530
7247	Memberships & Dues	4,951	2,535	3,475	3,475	100.0%	3,475
7253	Mileage	7,130	205	1,200	800	66.7%	800
7259	Miscellaneous	560	(130)	-	-	0.0%	-
7265	Office Supplies	3,298	2,442	5,000	5,000	100.0%	4,000
7277	Printing	270	85	1,100	1,100	100.0%	1,000
7289	Subscriptions	50	-	-	-	0.0%	-
7330	Hardware/Software Supplies	1,566	42	2,000	2,000	100.0%	1,500
7370	Special Dept Supplies	(200)	-	1,000	1,000	100.0%	500
8916	Audit	37,000	38,168	47,000	47,000	100.0%	47,000
8940	Contract Services	79,411	78,279	79,750	79,750	100.0%	79,800
<b>Total Operations &amp; Maint.</b>		<b>156,747</b>	<b>139,058</b>	<b>159,240</b>	<b>154,625</b>	<b>97.1%</b>	<b>152,105</b>
<b>Department Total</b>		<b>1,317,333</b>	<b>1,168,622</b>	<b>1,140,968</b>	<b>1,164,651</b>	<b>102.1%</b>	<b>831,192</b>

<b>Personnel Schedule</b>	<b>Actual 2015-16</b>	<b>Actual 2016-17</b>	<b>Actual 2017-18</b>	<b>Adopted 2018-19</b>
<b>Full Time:</b>				
Assistant Town Manager	0.90	0.90	0.90	0.00
Director of Finance	0.00	0.00	0.00	0.88
Assistant Director of Finance	0.88	0.88	0.88	0.00
Finance Manager	0.00	0.00	0.00	0.94
Senior Accountant	0.98	0.98	0.98	0.00
Accountant I	0.92	0.92	0.92	0.91
HR Payroll Coordinator	0.48	0.48	0.00	0.00
Administrative Analyst II	0.00	0.00	0.50	0.47
Account Clerk II	3.00	3.00	3.00	3.00
Executive Secretary	0.98	0.98	0.98	0.95
Office Assistant	1.00	0.00	0.00	0.00
<b>Total FTE's:</b>	<b>9.14</b>	<b>8.14</b>	<b>8.16</b>	<b>7.15</b>

# PUBLIC INFORMATION



## DEPARTMENT DESCRIPTION

The Stakeholder Engagement and Communications team is responsible for the production and dissemination of internal and external communication to promote multiple Town programs and services to a wide audience. Primary roles include: Serving as the Town spokesperson for emergency communications, media inquiries and special functions such as ground-breakings, grand openings and other occurrences; Media Relations Management through news releases, public service announcements, and media inquiry response; Management of New Media such as the Public Education and Government (PEG) channel, and a variety of social media platforms; Production of external communication devices such as the Our Town newsletter, traditional print and radio advertising; provide graphic arts, photography, desktop publishing and design standards support for departments as needed.

## 2018-19 PROGRAMMATIC CHANGES

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



## 2017-18 HIGHLIGHTS

- Implemented PEG channel programming and branded it as AVTV.
- Launched Pet Match video series, increasing pet adoptions of those featured by 33%.
- Continued producing the popular Our Town newsletter.
- Grew the Shop Local awareness campaign through social media and hands on visits.
- Placed 40 print, radio and online ad campaigns for various programs and services.
- Supported the PBid Village District with its major events.

## 2018-19 GOALS AND OBJECTIVES

- Expand AVTV programming.
- Begin providing live coverage of special events on AVTV.
- Facilitate State of the Town presentation.
- Launch “Friends of Apple Valley” email marketing campaign?
- Expand opportunities for citizen engagement through online collaboration tools and e-news.
- Implement interdepartmental training for staff involved in marketing efforts in their departments.

Department Performance Measures – Public Information				
	Actual FY 16-17	Goal FY 17-18	Estimated FY 17-18	Goal FY 18-19
<b>Public Information</b>				
Percentage of news releases printed in non-town sources	92%	100%	95%	100%
News releases issued	102	N/A	N/A	N/A
Social media followers (all platforms)	38,786	42,000	41,000	45,000
Print/Radio ad campaigns	237	N/A	31	N/A
Videos produced	28	18	18	20
Sponsor money raised (S.A.V.E.)	\$44,250	\$90,000	\$65,000	\$80,000
In-kind sponsor value	\$45,000	\$40,000	\$40,000	\$40,000



PUBLIC INFORMATION 1001-1070							
Code	Expenditure Classification	Actual Expense 2015-16	Actual Expense 2016-17	Amended Budget 2017-18	Estimated Expense 2017-18	% of Budget Expended	Adopted Budget 2018-19
Personnel Services							
7010	Salaries & Wages	284,424	280,056	286,666	358,809	125.2%	149,736
7020	Wages - Part Time	-	8,084	897	4,259.00	0.0%	-
7025	Part-Time Sick Leave	353	549	-	-	0.0%	-
7030	Salaries, over-time	496	1,126	-	156.00	0.0%	-
7110	Cafeteria Benefits	35,621	33,199	33,556	36,566	109.0%	25,553
7120	Deferred Comp	6,378	6,450	6,481	6,584	101.6%	-
7140	RHS	1,385.86	1,343.74	1,365	1,725	126.4%	747
7150	Medicare	4,264	4,187	4,269	6,203	145.3%	2,171
7160	PERS	94,025	52,898	76,479	63,194	82.6%	29,669
7165	Auto Allowance	-	6,241	6,840	4,863	71.1%	-
<b>Total Personnel</b>		<b>426,947</b>	<b>394,132</b>	<b>416,553</b>	<b>482,359</b>	<b>115.8%</b>	<b>207,876</b>
Operations & Maintenance							
7205	Advertising	11,278	11,869	15,000	15,000	100.0%	12,000
7211	Council & Commissions	-	-	1,000	1,000	100.0%	1,000
7229	Education & Training	131	20	100	100	100.0%	100
7241	Meetings & Conferences	2,068	3,449	4,260	4,260	100.0%	3,000
7247	Memberships & Dues	3,222	1,505	1,800	1,800	100.0%	1,800
7253	Mileage	6,676	-	-	-	0.0%	2,500
7259	Miscellaneous	-	-	-	-	0.0%	-
7265	Office Supplies	580	1,007	1,200	1,200	100.0%	1,200
7271	Postage	20,000	20,000	20,000	20,000	100.0%	20,000
7277	Printed Materials	32,378	22,616	37,000	37,000	100.0%	37,000
7289	Subscriptions	670	760	700	700	100.0%	700
7327	Grand Openings/Ground Brea	-	2,619	1,500	1,500	100.0%	1,500
7330	Hardware/Software Supplies	-	-	500	500	100.0%	2,500
7370	Special Dept. Supplies	5,065	4,250	4,500	4,500	100.0%	4,500
7865	Community Support	3,736	4,268	4,000	4,000	100.0%	4,000
7977	Adopt a Street/Trail	930	2,584	3,000	3,000	100.0%	3,000
8940	Contract Services	13,712	12,904	10,000	10,000	100.0%	10,000
9052	Gas, Diesel, Oil	114	52	-	-	0.0%	-
9091	Vehicle Maintenance	45	94	-	-	0.0%	-
<b>Total Operations &amp; Maint.</b>		<b>100,605</b>	<b>87,998</b>	<b>104,560</b>	<b>104,560</b>	<b>100.0%</b>	<b>104,800</b>
Special Events							
7810	Community Clean-up	4,619	3,130	5,000	-	0.0%	-
7830	Tree Lighting	40,892	8,718	5,000	-	0.0%	-
<b>Total Special Events</b>		<b>45,511</b>	<b>11,848</b>	<b>10,000</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>
<b>Department Total</b>		<b>573,064</b>	<b>493,979</b>	<b>531,113</b>	<b>586,919</b>	<b>110.5%</b>	<b>312,676</b>

<b>Personnel Schedule</b>	<b>Actual 2015-16</b>	<b>Actual 2016-17</b>	<b>Actual 2017-18</b>	<b>Adopted 2018-19</b>
<b>Full Time:</b>				
Director of Communication	0.95	0.45	0.00	0.00
Marketing and Public Affairs Officer	0.00	0.50	0.00	0.00
Dir of Stakeholder/Engage/Comm	0.00	0.00	0.50	0.00
Public Relations Specialist	0.94	0.94	2.00	2.00
Event Coordinator	0.33	0.33	0.00	0.00
Administrative Secretary	1.00	1.00	1.00	0.25
<b>Part Time:</b>				
Event Coordinator - PT	0.00	0.00	0.130	0.000
<b>Total FTE's:</b>	<b>3.22</b>	<b>3.22</b>	<b>3.630</b>	<b>2.250</b>



# HUMAN RESOURCES



## DEPARTMENT DESCRIPTION

The Human Resources Department, recognizing that our employees are our most valuable asset, seeks to provide the highest quality customer service to Town staff in the areas of Recruitment and Selection, Classification and Compensation, Benefits Administration, Employee Relations, Employee Training and Development, Disability Management, Workers Compensation, Safety, General Liability, and Risk Management. These goals are consistent with the goal in the Town’s Vision 2020 long-range plan of “recruiting and retaining the highest quality staff.” The Department has two and a half full time staff positions to handle the town’s Human Resources, Risk Management, and Safety duties. The Department treats every applicant and employee with respect and dignity throughout their recruitment, selection, and employment with the Town. For the upcoming year, Human Resources staff will continue to focus on providing employees with up-to-date safety education and tools to maintain a safe working environment, continued access to wellness information, and more diversity in educational training opportunities for staff.

**Recruitment and Selection:** Human Resources staff is responsible for conducting town-wide recruitments and managing the on-boarding process. Staff verifies the applicant data, determines eligibility, coordinates interviews, performs background checks, and coordinates the hiring process.

**Classification and Compensation:** Human Resources staff works with operational departments to develop accurate job descriptions, job titles, and compensation structure town wide. The department works hard to ensure fair and consistent compensation practices for salary recommendations for total compensation in local labor market as well as reasonable internal relationships between classifications. In addition, the Human Resources conducts classification studies, when needed, to establish new job descriptions.

**Benefits Administration:** Human Resources staff works closely with our insurance broker to maintain a cost-effective employee benefits program that helps the Town recruit and retain quality employees. Staff advises employees about the various health, pension, disability, life insurance, and supplemental voluntary benefits.

**Employee Relations:** Staff works with operating departments to interpret Town policies and procedures, provides conflict resolution support, and advises managers on the disciplinary process.

**Training and Development:** Provides comprehensive employee training on a wide variety of topics including mandated instruction in workplace harassment and ethics through a combination of online and classroom trainings.

**Disability/Workers' Compensation/Safety:** Human Resources ensures the Town continues to meet its obligations under all regulatory programs including the American with Disabilities Act (ADA), Family Medical Leave Act (FMLA), and California Family Rights Act (CFRA). Human Resources administers the Workers' Compensation program, which provides income replacement benefits due to illness or injury on the job as well as modified duty program to accommodate employee injuries. Additionally, Human Resources staff complies with mandated legal notice requirements, ensures best practices and legal requirements to provide and maintain a safe and healthy work environment.

### 2017-18 HIGHLIGHTS

- HR staff developed the “Shout Out” Program to provide a mechanism for employees to recognize excellence in their peers.
- HR/Payroll staff introduced the HR/Payroll monthly newsletter designed to provide staff with relevant information on town events, payroll questions, and benefits.
- Continued to enhanced efficiencies with the online benefit enrollment and tracking system. Increased employee use of the e-benefits system.
- Continued to refine the tracking and reporting of the town’s Affordable Care Act compliance.
- Expanded the town’s offerings for web-based training programs in partnership with California Joint Powers Insurance Authority.

- Continued to monitor and support litigation defense efforts for town’s general liability claims.

### 2018-19 GOALS AND OBJECTIVES:

- Continue to evaluate the processes within the Human Resources functions to maximize efficiency of staff and processes.
- Continue to expand employee engagement efforts.
- Provide training and support to expand employees use of online benefits portal.
- Expand participation in online safety training on a variety of work-related topics for all staff.
- Continue to monitor changes in employment law requiring updates to policies and procedures.
- Continue to update the Town’s Safety and ADA plans.



<b>Department Workload Indicators</b>				
	Actual FY 16-17	Goal FY 17-18	Estimated FY 17-18	Goal FY 18-19
Number of Recruitments	20	20	19	20
Number of Retirements	1	1	1	3
Percent of employees utilizing online open enrollment portal	4%	70%	75%	85%
Training hours offered	75	75	75	90
Voluntary Turnover	2.5%	2.5%	2.5%	3%
Number of Workplace Injury Claims	10	6	9	6
Number of Town property damage claims	21	20	28	25

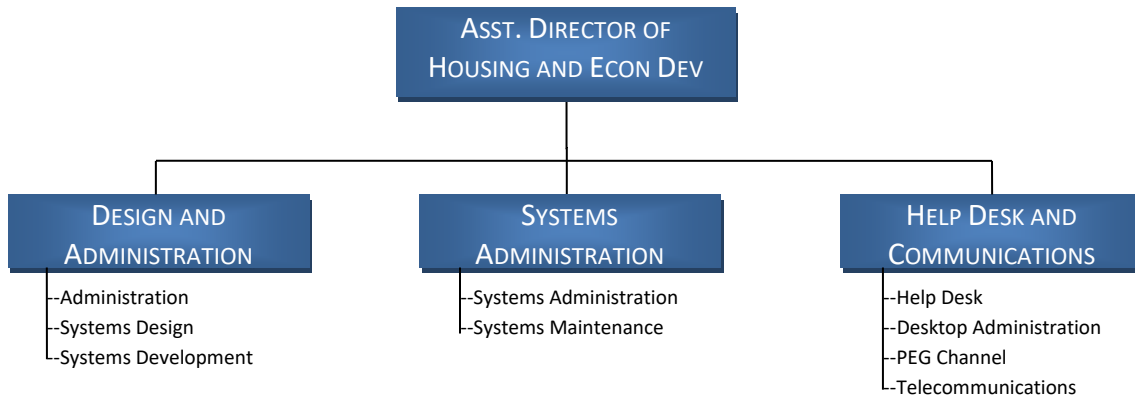
<b>Department Performance Measures</b>				
	Actual FY 16-17	Goal FY 17-18	Estimated FY 17-18	Goal FY 18-19
Average number of days to process training documents after completion of session	2	3.5	1	1
Percent change in voluntary turnover over prior year	(2%)	(2%)	(2%)	(2%)
Percent change in workplace injury claims over prior year	(25%)	(25%)	(10%)	(10%)
Number of calendar days missed from work due to work related injury	72	72	23	20

**HUMAN RESOURCES 1001-1080**

<b>Code</b>	<b>Expenditure Classification</b>	<b>Actual Expense 2015-16</b>	<b>Actual Expense 2016-17</b>	<b>Amended Budget 2017-18</b>	<b>Estimated Expense 2017-18</b>	<b>% of Budget Expended</b>	<b>Adopted Budget 2018-19</b>
<b>Personnel Services</b>							
7010	Salaries & Wages	330,222	337,344	282,142	237,491	84.2%	98,184
7020	Wages Part-Time	1,085	1,468	-	8,270	0.0%	17,323
7030	Wages - Overtime	9.04	-	-	-	0.0%	-
7110	Cafeteria Benefits	43,097	35,957	28,201	17,966	63.7%	13,959
7120	Deferred Comp	18,732	11,571	18,686	18,686	100.0%	-
7140	RHS	1,587.80	1,620.57	1,411	1,081	76.6%	491
7150	Medicare	4,691	4,768	4,190	3,536	84.4%	1,424
7160	PERS	76,877	45,188	65,346	41,442	63.4%	15,670
7165	Auto Allowance	-	6,569	6,840	6,840	100.0%	-
<b>Total Personnel</b>		<b>476,300</b>	<b>444,487</b>	<b>406,816</b>	<b>335,312</b>	<b>82.4%</b>	<b>147,051</b>
<b>Operations &amp; Maintenance</b>							
7205	Advertising	1,730	1,538	1,750	1,750	100.0%	800
7229	Education & Training	11,606	6,464	6,000	6,000	100.0%	2,200
7241	Meetings & Conferences	6,800	2,382	3,800	3,800	100.0%	800
7247	Memberships & Dues	1,830	942	975	975	100.0%	600
7253	Mileage	6,894	-	200	200	100.0%	100
7265	Office Supplies	697	589	750	750	100.0%	750
7277	Printing	282	177	250	250	100.0%	150
7289	Subscriptions	-	-	300	300	100.0%	300
7330	Hardware/Software Supplies	175	304	500	500	100.0%	250
7370	Special Dept Supplies	1,041	711	1,000	1,000	100.0%	500
8940	Contract Services	9,178	5,369	11,000	11,000	100.0%	58,000
8972	Legal Services	-	2,515	500	500	100.0%	-
<b>Total Operations &amp; Maint.</b>		<b>40,233</b>	<b>20,991</b>	<b>27,025</b>	<b>27,025</b>	<b>100.0%</b>	<b>64,450</b>
<b>Department Total</b>		<b>516,533</b>	<b>465,478</b>	<b>433,841</b>	<b>362,337</b>	<b>83.5%</b>	<b>211,501</b>

<b>Personnel Schedule</b>	<b>Actual 2015-16</b>	<b>Actual 2016-17</b>	<b>Actual 2017-18</b>	<b>Adopted 2018-19</b>
<b>Full Time:</b>				
Assistant Town Manager	0.00	1.00	1.00	0.00
Director of HR/Risk Management	1.00	0.00	0.00	0.00
Human Resources Analyst	1.00	1.00	0.00	0.00
Administrative Analyst II	0.00	0.00	0.50	0.47
HR/Payroll Coordinator*	0.50	0.50	0.00	0.00
Administrative Analyst I	0.00	0.50	1.00	1.00
Human Resources Assistant	1.00	0.50	0.00	0.00
Program Assistant - PT	0.00	0.00	0.50	0.67
<b>Total FTE's:</b>	<b>3.50</b>	<b>3.50</b>	<b>3.00</b>	<b>2.14</b>

# INFORMATION SYSTEMS



## PROGRAM INFORMATION

The Town of Apple Valley provides state of the art information systems solutions to town staff through two dedicated IS professionals. The IS staff provides system design, development, administration, maintenance, and help desk support to the town’s users. Additionally, the IS staff provides design and maintenance support for the town’s PEG Channel and telecommunication functions.

## 2018-19 PROGRAMMATIC CHANGES

The Information Systems Department remains committed to identifying opportunities to streamline the town’s information systems while maintaining hardware and software designed to meet the needs of town staff. The Information Systems staff provides personal services to provide operational support to all town departments and for all the town’s technological needs.

## 2017-18 HIGHLIGHTS

- Hired IS Supervisor and IS Technician to provide dedicated support to town departments and users.
- Completed the upgrade of the town’s wi-fi system throughout the town hall complex.
- Completed security upgrades throughout multiple Town facilities.
- Completed an initial audit of the town’s information system structure and to develop a maintenance and support plan.

## 2018-19 GOALS AND OBJECTIVES

- Identify grant opportunities for ongoing security improvements for town facilities and information system infrastructure.
- Continue to provide efficient operational support to Town departments for a variety technological needs.
- Develop a five-year technology plan to maximize town wide operational efficiency.

<b>Department Performance Measures – Information Systems</b>			
	Actual FY 16-17	Estimate FY 17-18	Goal FY 18-19
FTE's supported	125.91	130.37	127.47
Service tickets closed	1425	2387	2000
Average Response Time	25 minutes	25 minutes	20 minutes
Average Resolution Time	7 hours	6 hours	3 hours
IS Capital Improvement per FTE	\$317.68	\$406.53	\$313.79

**INFORMATION SYSTEMS 1001-1090**

<b>Code</b>	<b>Expenditure Classification</b>	<b>Actual Expense 2015-16</b>	<b>Actual Expense 2016-17</b>	<b>Amended Budget 2017-18</b>	<b>Estimated Expense 2017-18</b>	<b>% of Budget Expended</b>	<b>Adopted Budget 2018-19</b>
<b>Personnel Services</b>							
7010	Salaries & Wages	-	-	-	87,822	-	126,519
7030	Overtime	-	-	-	131	-	-
7110	Cafeteria Benefits	-	-	-	14,105	-	22,944
7120	Deferred Comp	-	-	-	1,515	-	-
	RHS	-	-	-	439	-	633
7150	Medicare	-	-	-	1,276	-	1,835
7160	PERS	-	-	-	14,503	-	25,226
<b>Total Personnel</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>119,791</b>	<b>-</b>	<b>177,157</b>
<b>Operations &amp; Maintenance</b>							
7229	Education & Training	-	-	-	-	-	-
7241	Meetings and Conferences	-	41	-	-	-	-
7253	Mileage	-	-	-	-	-	-
7265	Office Supplies	-	-	-	-	-	-
7289	Subscriptions	-	-	-	-	-	-
7330	Hardware/Software Supplies/Exp	65,449	18,880	26,000	26,000	100.0%	40,000
8940	Contract Services	291,912	288,106	310,000	190,209	61.4%	79,000
<b>Total Operations &amp; Maint.</b>		<b>357,361</b>	<b>307,027</b>	<b>336,000</b>	<b>216,209</b>	<b>64.3%</b>	<b>119,000</b>
<b>Department Total</b>		<b>357,361</b>	<b>307,027</b>	<b>336,000</b>	<b>336,000</b>	<b>100.0%</b>	<b>296,157</b>

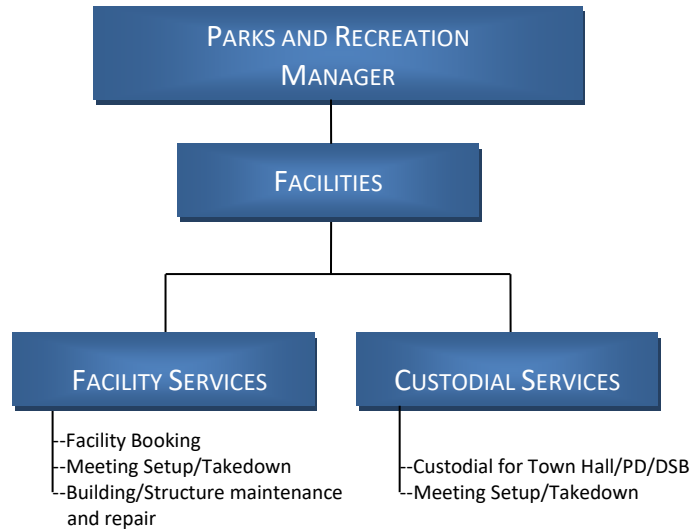
<b>Personnel Schedule</b>	<b>Actual 2015-16</b>	<b>Actual 2016-17</b>	<b>Actual 2017-18</b>	<b>Adopted 2018-19</b>
<b>Full Time:</b>				
Information System Supervisor	0.00	0.00	1.00	1.00
Information Systems Technician	0.00	0.00	1.00	1.00
<b>Total FTE's:</b>	<b>0.00</b>	<b>0.00</b>	<b>2.00</b>	<b>2.00</b>

## GENERAL GOVERNMENT

GENERAL GOVERNMENT 1001-1200							
Code	Expenditure Classification	Actual Expense 2015-16	Actual Expense 2016-17	Amended Budget 2017-18	Estimated Expense 2017-18	% of Budget Expended	Adopted Budget 2018-19
Operations & Maintenance							
9860	Interest	-	82,606	-	-	0.0%	-
7140-1	Health Benefits - Retirees	157,831	150,280	170,000	160,000	94.1%	160,000
7205	Advertising	88,073	4,335	75,000	75,000	100.0%	15,000
7207	Banking Fees - Check 21	626.56	550	600	600	0.0%	600
7217	Credit Card Costs	120,067	142,241	113,000	113,000	100.0%	125,000
7235	Insurance	926,012	867,031	1,221,800	1,221,724	100.0%	1,150,000
7241	Meetings & Conferences	-	3,272	-	-	-	-
7247	Memberships & Dues	33,400	36,049	43,620	43,620	100.0%	47,770
7259	Miscellaneous	8,848	12,527	11,000	11,000	100.0%	11,000
7265	Office Supplies	18,187	16,988	16,000	16,000	100.0%	16,000
7271	Postage	38,834	39,237	33,000	33,000	100.0%	40,000
7277	Printing	10,328	8,477	7,600	7,600	100.0%	7,500
7295	0109-Utilities: Phone, Internet, Cell F	60	296	-	-	0.0%	-
7289	Subscriptions	-	120	500	500	100.0%	500
7310	Assessment district Costs	3,437	3,437	4,000	4,000	100.0%	4,000
7335	NPDES Compliance	-	-	-	-	0.0%	130,000
7336	NPDES-Compliance-CAA	-	-	-	-	0.0%	25,000
8940	Contract Services	870,750	350,183	605,000	605,000	100.0%	120,000
8941	Acquisition	-	-	-	-	0.0%	485,000
9010	PEG Channel Expenses	24,156	2,296	62,855	15,000	0.0%	122,000
9140	Vehicle & Equipment	-	-	650,000	650,000	0.0%	-
9444	Land Acquisition	312,674	17,067	-	-	0.0%	-
<b>Total Operations &amp; Maintenance</b>		<b>2,613,283</b>	<b>1,736,993</b>	<b>3,013,975</b>	<b>2,956,044</b>	<b>98.1%</b>	<b>2,459,370</b>
9999	Transfer out - 2010	154,842	1,255,758	155,000	155,000	-	-
9999	Administrative Overhead 2510	830,677	913,773	7,290,745	691,181	9.5%	303,965
9999	Administrative Overhead 4910	-	366,495	-	-	0.0%	-
9999	Administrative Overhead 5010	-	723,000	-	-	0.0%	-
9999	Administrative Overhead 5710	349,968	333,748	436,601	436,601	100.0%	450,000
<b>Department Total</b>		<b>3,948,770</b>	<b>5,329,766</b>	<b>10,896,321</b>	<b>4,238,826</b>	<b>38.9%</b>	<b>3,213,335</b>



# PUBLIC FACILITIES



## DEPARTMENT DESCRIPTION

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

## 2018-19 PROGRAMMATIC CHANGES

The Public Facilities Budget houses General Government expenses for building operations and maintenance. These costs include utilities, copier leases, building maintenance etc. This Fiscal Year, the division will be responsible for the custodial duties at the Public Works yard.

### 2017-18 HIGHLIGHTS

- Repaired and patched the Town Hall roof.
- Painted the interior walls of Town Hall.

### 2018-19 GOALS AND OBJECTIVES

- Develop signage plan throughout the Town Hall complex.
- Install LED lighting in Town Center parking lots and where available within Town Hall, the Development Services Building and the Police Department.

Department Performance Measures – Public Facilities				
	Actual FY 15-16	Actual FY 16-17	Estimated FY 17-18	Goal FY 18-19
<b>Conference Center uses</b>	313	341	380	400
<b>Recreation Center uses</b>	1179	557	650	750
Square footage of public facilities	123,950	123,950	123,950	123,950



Apple Valley Conference Center



Civic Center Park

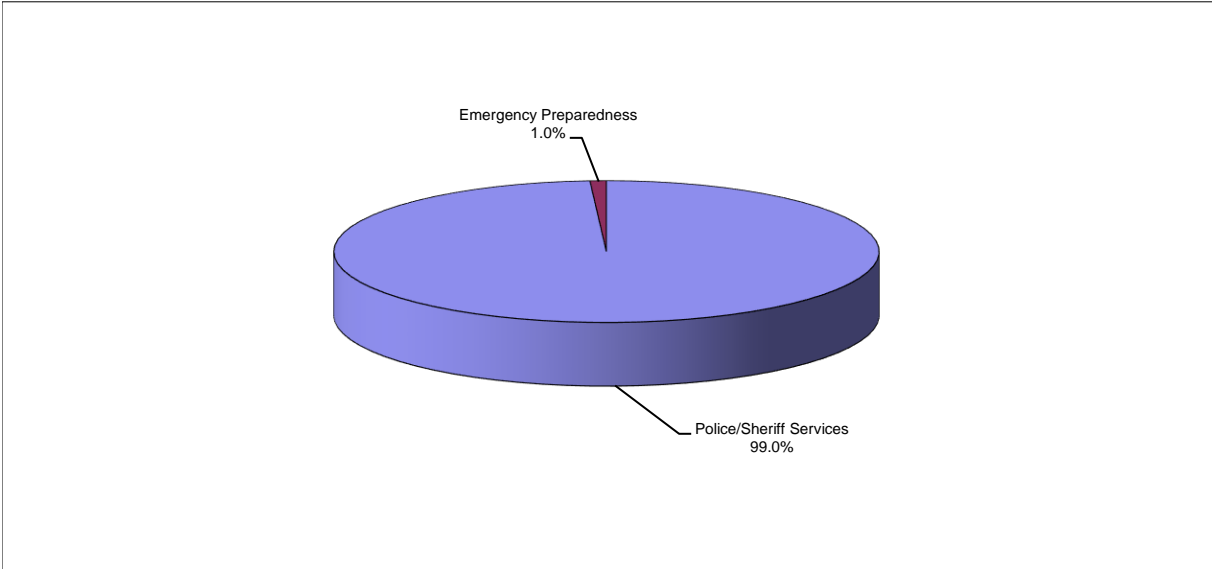
PUBLIC FACILITIES 1001-1400							
Code	Expenditure Classification	Actual Expense 2015-16	Actual Expense 2016-17	Amended Budget 2017-18	Estimated Expense 2017-18	% of Budget Expended	Adopted Budget 2018-19
Personnel Services							
7010	Salaries & Wages	153,775	164,311	157,971	191,097	121.0%	160,948
7020	Wages Part-Time	75,722	90,674	127,336	95,961	75.4%	139,716
7025	Part-Time Sick Leave	1,784	1,425	-	811	0.0%	-
7030	Overtime	1,417	1,378	2,100	2,124	101.1%	-
7110	Cafeteria Benefits	29,699	29,505	30,496	38,431	126.0%	32,588
7120	Deferred Comp	809	823	824	899	109.1%	-
7140	RHS	730	772	782	942	120.5%	801
7150	Medicare	3,390	3,786	4,137	4,617	111.6%	4,360
7160	PERS	48,130	21,001	43,918	36,996	84.2%	44,830
<b>Total Personnel</b>		<b>315,457</b>	<b>313,674</b>	<b>367,564</b>	<b>371,878</b>	<b>101.2%</b>	<b>383,243</b>
Operations & Maintenance							
7180	Uniform Expense	1,093	1,395	1,500	1,350	90.0%	1,400
7223	Disposal Services	7,695	7,562	7,200	7,400	102.8%	7,500
7229	Education & Training	-	-	3,000	1,800	60.0%	2,000
7259	Miscellaneous	177.58	-	200	125	62.5%	150
7265	Office Supplies	36	-	150	65	43.3%	75
7295-0109	Utilities: Phones, internet, etc.	97,090	98,944	70,000	99,500	142.1%	100,000
7295-0847	Utilities: Electricity Usage	112,947	105,435	126,000	111,000	88.1%	116,000
7295-0848	Utilities: Natural Gas Usage	21,961	23,586	18,400	20,500	111.4%	21,000
7295-0849	Utilities: Water Usage	10,438	11,053	13,500	11,464	84.9%	12,500
7330	Hardware/Software Supplies/Exp	-	118	1,000	160	16.0%	500
7360	Safety/Security	4,581	3,090	4,000	3,450	86.3%	3,500
7375	Staff Services	10,414	4,259	10,000	6,550	65.5%	8,250
7383	Vandalism Repairs	-	-	5,000	1,750	0.0%	2,500
7655	Building Maintenance	59,496	41,943	62,810	50,075	79.7%	54,000
7755	Grounds Maintenance	1,780	-	2,000	250	12.5%	500
7780	Irrigation Supplies	-	-	250	190	76.0%	200
7970	Small Tools	411	245	400	225	56.3%	250
8940	Contracted Services	39,848.52	25,312	1,500	1,150	76.7%	1,250
9013	Communications Equip	-	-	150	-	0.0%	-
9026	Equipment Maintenance	157	73	1,000	645	64.5%	800
9039	Equipment Rental	-	-	500	425	85.0%	400
9052	Gasoline, Oil, Etc.	1,270	801	1,000	875	87.5%	900
9065	Leased Equipment	44,736	48,665	53,000	49,000	92.5%	51,000
9078	Safety Equipment	420	201	1,000	420	42.0%	600
9091	Vehicle Maintenance	2,597	1,174	1,500	1,195	79.7%	1,300
<b>Total Operations &amp; Maint.</b>		<b>417,151</b>	<b>373,856</b>	<b>385,060</b>	<b>369,564</b>	<b>96.0%</b>	<b>386,575</b>
Capital Expenditures							
9120	Capital Equipment	5,439	1,965	-	-	0.0%	-
9267	Animal shelter Water Damage 20'	-	-	-	-	0.0%	-
9300	Capital Projects	-	-	-	-	0.0%	-
<b>Total Capital Expenditures</b>		<b>5,439</b>	<b>1,965</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>
Debt Service and Transfers							
9999-4105	1999 COP	389,499	390,922	409,000	409,000	100.0%	408,000
9999-4106	2001 COP	252,068	-	-	-	0.0%	-
9999-4108	2007 COPS/ 2017 Refunding	880,769	883,156	-	252,796	0.0%	958,335
<b>Total Debt Service and Transfers</b>		<b>1,522,336</b>	<b>1,274,078</b>	<b>409,000</b>	<b>661,796</b>	<b>161.8%</b>	<b>1,366,335</b>
<b>Department Total</b>		<b>2,260,382</b>	<b>1,963,573</b>	<b>1,161,624</b>	<b>1,403,238</b>	<b>120.8%</b>	<b>2,136,153</b>

PUBLIC FACILITIES 1001-1400							
Code	Expenditure Classification	Actual Expense 2015-16	Actual Expense 2016-17	Amended Budget 2017-18	Estimated Expense 2017-18	% of Budget Expended	Adopted Budget 2018-19

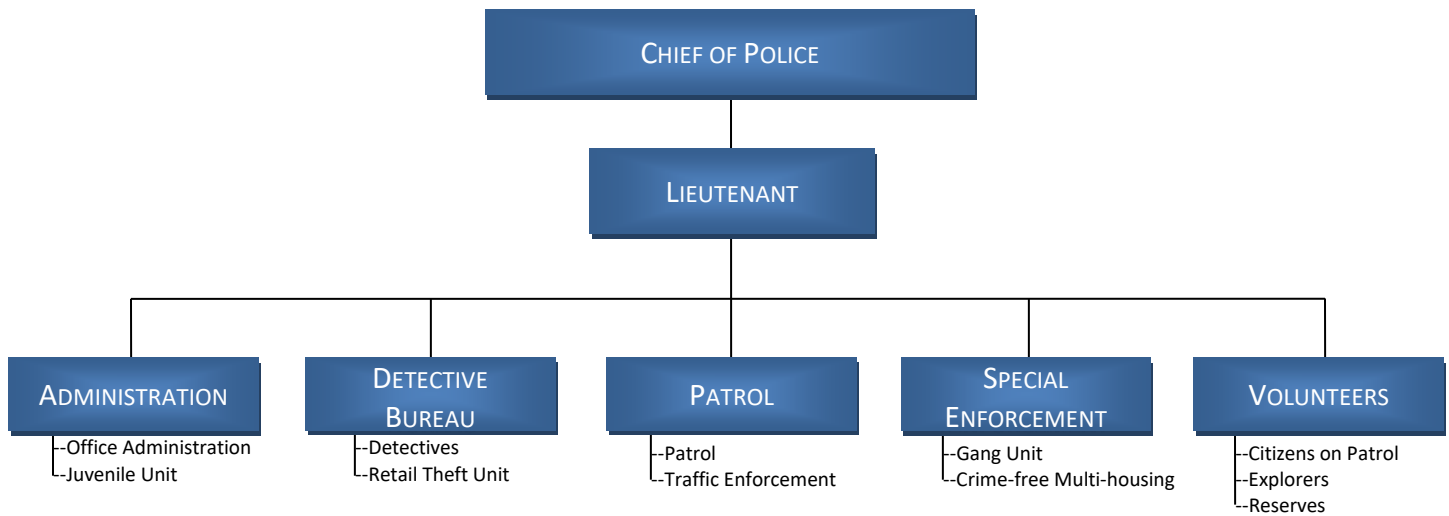
<b>Personnel Schedule</b>	<b>Actual 2015-16</b>	<b>Actual 2016-17</b>	<b>Actual 2017-18</b>	<b>Adopted 2018-19</b>
<b>Full Time:</b>				
Parks & Recreation Manager	0.22	0.22	0.22	0.22
Public Works Supervisor	0.03	0.04	0.04	0.03
Administrative Secretary	0.09	0.09	0.09	0.09
Maintenance Supervisor	0.00	0.00	0.50	0.49
Senior Maintenance Worker	0.50	0.50	0.00	0.00
Maintenance Worker II	0.32	0.30	0.31	0.31
Maintenance Worker I	0.32	0.47	0.00	0.00
Sr. Office Assistant	0.00	0.00	0.02	0.02
Grounds Services Worker III	0.08	0.08	0.08	0.08
Grounds Services Worker II	0.33	0.25	0.33	0.33
Custodian	3.00	1.00	1.00	1.52
<b>Part Time:</b>				
Custodian	1.20	0.97	0.87	0.87
Custodial Aide	0.00	2.26	2.30	2.40
Grounds Services Aide	0.32	0.51	1.38	1.58
<b>Total FTE's:</b>	<b>6.40</b>	<b>6.69</b>	<b>7.14</b>	<b>7.94</b>

## 2018/19 Public Safety Expenditures

Police/Sheriff Services	\$14,594,833
Emergency Preparedness	141,636
Total-Public Safety	<u><u>\$14,736,469</u></u>



# PUBLIC SAFETY



## DEPARTMENT DESCRIPTION

The Town of Apple Valley has contracted with the San Bernardino County Sheriff’s Department for all of its law enforcement services since 1989. In its current configuration, the Apple Valley Police Department is made up of 51 safety/sworn personnel and 13 professional staff members and includes a detective division, a traffic unit, a specialized enforcement unit focused on gangs and problem oriented policing solutions, a juvenile unit, and a deputy specifically assigned to retail theft investigations. Beyond the around the clock patrol functions and other services provided locally, the contract with the San Bernardino County Sheriff’s Department provides the Town of Apple Valley with extensive support from specialized units to include: Homicide, Crimes Against Children, Bomb/Arson, Narcotics, SWAT, Crime Scene Investigations, Gang, Human Trafficking, Rural Crimes Task Force, Auto Theft Task Force, Aviation, High Tech Crimes, Human Resources, Communications, Technical Services, Internal Affairs, Public Affairs, Training, Fleet Management, Criminal Records, Volunteer Forces, and Civil Liabilities.

## 2017-18 HIGHLIGHTS

- Overall crime was reduced in the Town of Apple Valley by 7%. Part I crimes saw a 7% decrease. Of the crimes included in this category, burglaries dropped 28%, Aggravated assaults dropped 30% and Rape dropped 26%. Simple assaults saw a 21% increase and auto theft saw a 10% increase. Part 2 crimes dropped 7.5%. Offenses related to illegal narcotics show a decrease of 32%, due in part to legislative changes reducing many narcotic related felonies & misdemeanors to misdemeanors & infractions.
- Deputies made 16% fewer arrests in 2017 when compared to 2016. The same legislative changes related to narcotics and other crimes contributed to fewer arrests across the board.
- AVPD is participating in a Body Worn Camera Pilot. During the 12 month program, patrol personnel have been equipped with BWC's. The pilot is being conducted at no cost to the Town of Apple Valley.
- The AVPD is participating in the Safe Return Program designed to assist in locating missing persons with special needs.
- Deputies recovered property totaling over \$1,017,516.
- The Apple Valley Watch app was launched with the hope that citizens will be able to relay non-emergency information in a timely manner with greater detail to include photos and GPS coordinates
- Through a CVS grant, a prescription drug disposal box was installed in the AVPD lobby which collected over 100 lbs. of unwanted prescription drugs in its first 2 months.
- In a continuing effort to suppress crime in the Victor Valley, AVPD participated in the "Desert Guardian" regional task force, financed by First District Supervisor Robert Lovingood in conjunction with Victorville, Adelanto, Hesperia, and Apple Valley. Personnel conducted 20 operations, resulting in 834 arrests, 13 recovered stolen vehicles, 21 firearms were seized, along with substantial seizures of illegal drugs.
- The AVPD continues to enhance employee and building safety and security with the installation of 13 surveillance cameras in and around the building
- AVPD volunteers (Reserves, COPs, and Explorers) donated in excess of 14,000 hours, which resulted in an estimated cost savings to the Town of over \$600,000.

## 2018-19 GOALS AND OBJECTIVES

- Increase Traffic and DUI enforcement efforts with a focus on reducing collisions by concentrating on collision frequency, location & collision factors. This data will be used to deploy resources efficiently.
- Actively participate in the Transportation Summit with Supervisor Lovingood's office and several State, County and High Desert officials in an effort to bring additional transportation funding to the High Desert.
- Manage overtime through efficient deployment and maintain full staffing at all levels.
- Secure grant funding to add a third Automatic License Plate Reader (ALPR) to the patrol fleet.
- Further enhance AVPD video surveillance by tying existing holding cell and interview room cameras into the new CCTV system.
- Provide on-going, bi-monthly crime prevention education to the community provided by the Sheriff's Public Affairs division and in cooperation with the surrounding High Desert Stations.
- Enhance and Expand the outreach related to Neighborhood Watch through participating with Supervisor Lovingood's office and the Board of Realtors.
- Increase the number of volunteers and the volunteer hours by 10%.

Department Performance Measures				
	2016*	2017*	% Change	2018 Goal
Calls for Service	69,944	67,133	-4%	NA
Deputy Reports	7,978	7,027	-12%	NA
Arrests	2,844	2,366	-16%	NA
Traffic Collisions	730	731	0%	2% Reduction
Traffic Citations Issued	2,018	1,732	-14%	10% increase
Residents per Deputy	1,922	2,019	1%	NA
Patrol Deputies	37	37	0%	NA
Part I Crimes	2,413	2,239	-7%	2% Reduction
Part II Crimes	3,021	2,795	-7.5%	2% Reduction
Total Crimes	5,415	5,034	-7%	2% Reduction

\*Based upon calendar year data

PUBLIC SAFETY - SHERIFF 1001-2010							
Code	Expenditure Classification	Actual Expense 2015-16	Actual Expense 2016-17	Amended Budget 2017-18	Estimated Expense 2017-18	% of Budget Expended	Adopted Budget 2018-19
Personnel Services							
7020	Salaries Part-Time	6,365	12,970	6,622	12,300	185.7%	12,948
7150	Medicare	92	188	96	180	187.5%	189
<b>Total Personnel</b>		<b>6,457</b>	<b>13,158</b>	<b>6,718</b>	<b>12,480</b>	<b>185.8%</b>	<b>13,137</b>
Operations & Maintenance							
7180	Uniform Expenses	1,000	1,000	1,000	1,000	100.0%	1,500
7223	Disposal Service	2,461	2,418	2,500	2,226	89.0%	2,500
7241	Meetings & conferences	835	144	1,000	600	60.0%	1,000
7247	Membership & Dues	270	411	-	-	0.0%	1,000
7259	Miscellaneous Costs	254	44	-	-	0.0%	-
7265	Office Supplies	1,097	179	1,500	1,000	66.7%	1,500
7271	Postage	3,860	1,303	3,500	500	14.3%	3,500
7277	Printing	1,028	2,033	1,000	500	50.0%	1,000
7289	Subscriptions	111	89	500	-	0.0%	500
7295	Utilities: Phone, Internet, Cell	16,724	19,583	17,000	19,700	115.9%	19,000
7295	Utilities: Electricity Usage	35,262	34,254	40,000	36,833	92.1%	40,000
7295	Utilities: Natural Gas Usage	1,440	1,800	1,500	641	42.7%	1,500
7295	Utilities: Water Usage	4,069	4,474	4,500	3,100	68.9%	4,500
7330	Hardware/Software Supplies/t	-	-	-	-	0.0%	-
7360	Safety & Security	1,464	806	1,000	500	50.0%	750
7370	Special Dept Supplies	358	534	1,000	-	0.0%	500
7375	Staff Services	1,649	2,460	1,500	960	64.0%	1,000
7655	Building Maintenance	5,675	6,315	9,000	2,100	23.3%	9,000
7720	Sobriety Checkpoint	-	-	-	-	0.0%	-
7755	Grounds Maintenance	351	-	1,500	-	0.0%	1,500
7970	Small Tools	-	11	-	-	0.0%	-
8936	Cal-ID Systems	78,538	84,907	88,095	88,094	100.0%	88,150
8940	Contracted Services	5,532	6,155	4,000	3,826	95.7%	4,000
8948	County Sheriff	11,957,812	12,947,830	13,209,109	13,209,109	100.0%	13,776,796
8948-5	County Sheriff - Overtime	-	-	-	-	0.0%	210,000
9026	Equipment Maintenance	491	343	1,000	200	20.0%	500
9052	Gasoline, Oil, Etc.	177,211	164,824	220,000	145,000	65.9%	250,000
9065	Leased Equipment	10,837	11,814	12,000	9,000	75.0%	12,000
9091	Vehicle Maintenance	130,156	128,064	125,000	186,000	148.8%	150,000
<b>Total Operations &amp; Maint</b>		<b>12,438,485</b>	<b>13,421,798</b>	<b>13,747,204</b>	<b>13,710,889</b>	<b>99.7%</b>	<b>14,581,696</b>
<b>Department total</b>		<b>12,444,942</b>	<b>13,434,956</b>	<b>13,753,922</b>	<b>13,723,369</b>	<b>99.8%</b>	<b>14,594,833</b>

<b>Personnel Schedule</b>	<b>Actual 2015-16</b>	<b>Actual 2016-17</b>	<b>Actual 2017-18</b>	<b>Adopted 2018-19</b>
<b>Full Time:</b>				
Captain	1.00	1.00	1.00	1.00
Lieutenant	1.00	1.00	1.00	1.00
Sergeants	7.00	7.00	7.00	7.00
Detectives	5.00	5.00	5.00	5.00
Deputies	37.00	37.00	37.00	37.00
Secretary I	1.00	1.00	1.00	1.00
Office Specialists	6.00	6.00	6.00	6.00
Service Specialists	6.00	6.00	6.00	6.00
<b>Part Time:</b>				
Sr. Office Assistant	0.25	0.50	0.30	0.30
<b>Total FTE's:</b>	<b>64.25</b>	<b>64.50</b>	<b>64.30</b>	<b>64.30</b>



# EMERGENCY PREPAREDNESS



## PROGRAM DESCRIPTION

The Office of Emergency Preparedness (OEP) aims to support the Town’s Vision 2020 goal of “A Safe Community” by maintaining and enhancing a high level of public safety. This is accomplished by coordinating and collaborating with our partners to reduce the impact of emergencies and disasters, through a comprehensive emergency management program. The OEP works with key stakeholders in the community, such as AVUSD, AVFPD, AVPD and non-governmental organizations such as Red Cross and local churches, to ensure that the entire community of Apple Valley is forward leaning in emergency preparedness. The OEP is committed to preparing for, responding to, recovering from and mitigating new and challenging emergencies and/or disasters.

In the event of an emergency, the OEP activates and manages the Apple Valley’s Emergency Operations Center (EOC) which is currently located at the Apple Valley Unified School District’s Administration Campus. When activated the EOC becomes the coordination point for all Apple Valley emergency management activities. Apple Valley’s EOC will report directly to the County Office of Emergency Services (OES) who can then assist the Town with requests for state and federal assistance during a significant emergency or disaster.

OEP is responsible for coordinating emergency management training and exercises to prepare EOC staff to carry out their roles in an activated EOC. Apple Valley is an active member of the San Bernardino County Operational Area Coordinating Council (SBCOA). The SBCOA provides support to the Town through free training opportunities, quarterly meetings, resources and coordination of grant funding.

OEP is responsible for managing the Emergency Management Performance Grant (EMPG) for the Town. EMPG is a federal grant designed to support comprehensive emergency management programs at the local level and to encourage the improvement of mitigation, preparedness, response, and recovery capabilities for all hazards.

OEP manages Apple Valley’s Disaster Service Workers (DSW) Volunteer Program. DSW is an all-risk, all-hazard training. This valuable program is designed to help community members protect themselves, their families, neighbors and our community in an emergency situation. DSW’s include Community Emergency Response Team (CERT) and Emergency Communication Services (ECS).

OEP manages and coordinates the quarterly Disaster Council meetings, which was created by Town Council through Municipal Code 2.40 and has Apple Valley’s current mayor serving as Chairman. Representatives from private and public entities as well as private citizens having an official emergency responsibility are invited to participate.

## 2017-18 HIGHLIGHTS

- Receive FEMA reimbursements for Blue Cut Fire
- CERT/ECS drill- Reverse Triathlon-September 23
- ShakeOut/DSW drill- October 19
- Create evacuation & earthquake drill procedures
- 2<sup>nd</sup> annual Family Safety and Emergency Preparedness Fair
- Completion of LHMP
- Manage HSGP funds in amount of \$18,707
- Manage EMPG funds in amount of \$16,984
- Assist with re-organization of HD COAD

## 2018-19 GOALS AND OBJECTIVES

- Adopt Hazard Mitigation Plan
- Completion of National Emergency Management Advanced Academy
- Use grant funds to secure resources for EOC
- Include section specific training for EOC staff
- Manage EMPG & HSGP Grants
- Reorganization of the DSW program & include annual full-scale exercise
- Work on updating the Town's Emergency Operation Plan
- Create DSW training program to include all Town staff



**Inaugural Emergency Preparedness Fair- May 4, 2017**



**CERT basic training class- January 2018**

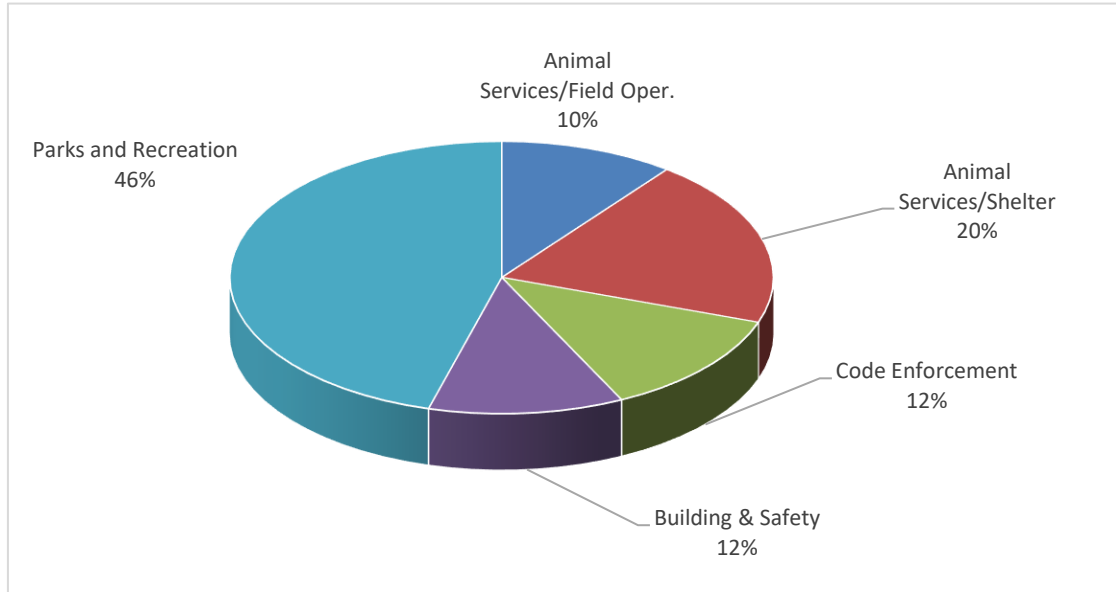
# EMERGENCY PREPAREDNESS

EMERGENCY PREPAREDNESS 1001-2020							
Code	Expenditure Classification	Actual Expense 2015-16	Actual Expense 2016-17	Amended Budget 2017-18	Estimated Expense 2017-18	% of Budget Expended	Adopted Budget 2018-19
Personnel Services							
7010	Salaries & Wages	32,919	82,092	82,845	88,538	106.9%	84,921
7020	Part-time Wages	18,615	16,686	25,711	16,508	64.2%	21,781
	Part-Time Sick Leave	-	81	-	811	0.0%	-
7110	Cafeteria Benefits	3,938	9,209	9,487	10,418	109.8%	3,373
7120	Deferred Comp	634	1,546	1,657	1,770	106.8%	1,698
7140	RHS	156	405	414	442	106.8%	425
7150	Medicare	792	1,522	1,574	1,765	112.1%	1,547
7160	PERS	10,578	20,936	24,491	18,035	73.6%	23,366
	<b>Total Personnel</b>	<b>67,632</b>	<b>132,476</b>	<b>146,179</b>	<b>138,287</b>	<b>94.6%</b>	<b>137,111</b>
Operations & Maintenance							
7229	Education & Training	6,206	2,943	2,400	2,400	100.0%	1,500
7229-500	Training Management	-	-	1,100	1,100	100.0%	700
7241	Meetings & Conferences	399	89	1,000	1,000	100.0%	500
7247	Memberships & Dues	75	140	100	95	95.0%	75
7265	Office Supplies	1,794	1,391	1,500	1,000	66.7%	500
7295-0109	Utilities: Phone, Internet, Cell Phones	662	557	1,500	1,250	83.3%	750
7350	Public Information	897	776	1,250	1,100	88.0%	500
8940	Contract Services	-	-	-	-	0.0%	-
9091	Vehicle Maintenance	-	3,498	-	-	0.0%	-
	<b>Total Operations &amp; Maint</b>	<b>10,033</b>	<b>9,393</b>	<b>8,850</b>	<b>7,945</b>	<b>89.8%</b>	<b>4,525</b>
9999	Transfer Out - 2910	-	47,595	-	-	-	-
	<b>Total Capital Expenditures</b>	<b>-</b>	<b>47,595</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Department Total</b>		<b>77,666</b>	<b>189,464</b>	<b>155,029</b>	<b>146,232</b>	<b>94.3%</b>	<b>141,636</b>

<u>Personnel Schedule</u>	<u>Actual 2015-16</u>	<u>Actual 2016-17</u>	<u>Actual 2017-18</u>	<u>Adopted 2018-19</u>
<b>Full Time:</b>				
Emergency Services Officer	0.40	1.00	1.00	1.00
<b>Part Time:</b>				
Sr. Office Assistant	0.25	0.50	0.67	0.60
<b>Total FTE's:</b>	<b>0.65</b>	<b>1.50</b>	<b>1.67</b>	<b>1.60</b>

## 2018/19 Public/Municipal Services Expenditures

Animal Services/Field Oper.	685,948	10.4%
Animal Services/Shelter	1,315,281	20.0%
Code Enforcement	816,237	12.4%
Building & Safety	764,515	11.6%
Parks and Recreation	3,010,481	45.7%
<b>Total-Public Services</b>	<b><u>\$6,592,462</u></b>	

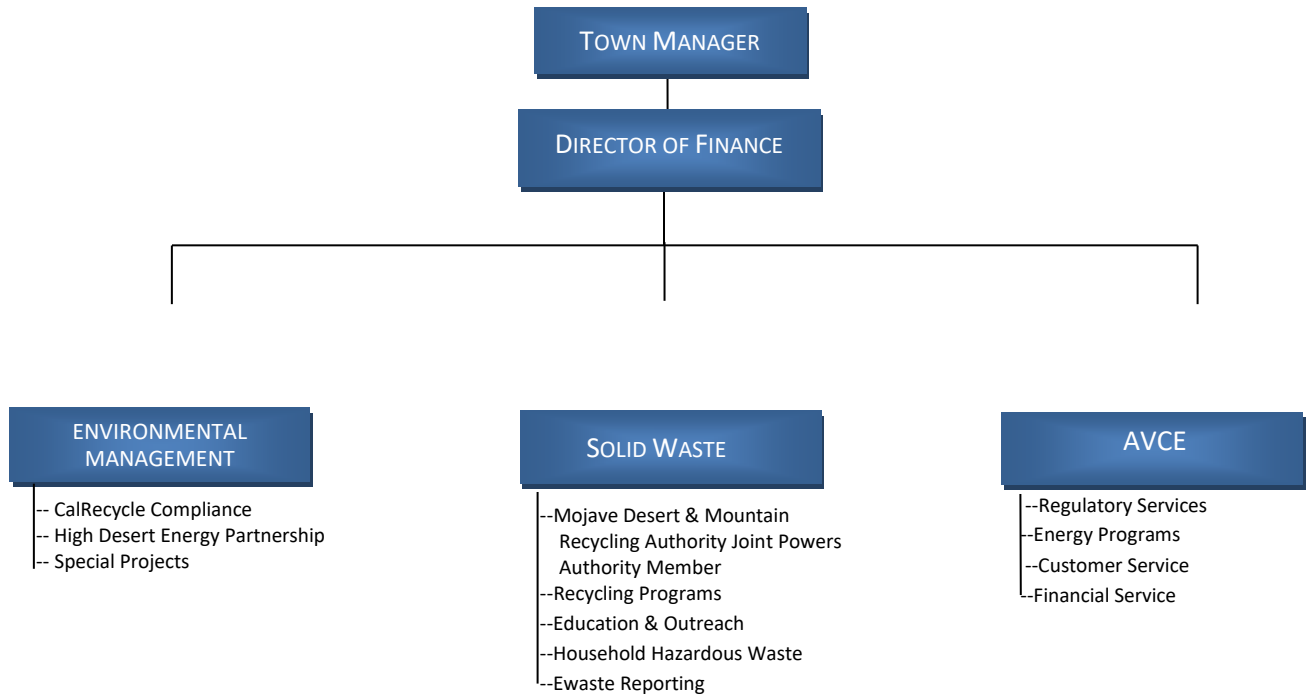


**PUBLIC SERVICES - ADMINISTRATION 1001-3010**

Code	Expenditure Classification	Actual Expense 2015-16	Actual Expense 2016-17	Amended Budget 2017-18	Estimated Expense 2017-18	% of Budget Expended	Adopted Budget 2018-19
<b>Personnel Services</b>							
7010	Salaries & Wages	505,266	182,771	102,775	102,775	100.0%	-
7110	Cafeteria Benefits	31,779	24,961	12,085	12,085	100.0%	-
7120	Deferred Comp	9,641	3,973	2,333	2,482	106.4%	-
7140	RHS	1,423	910	514	562	109.3%	-
7150	Medicare	7,430	2,857	1,490	1,702	114.2%	-
7160	PERS	97,952	27,593	28,290	22,591	79.9%	-
	<b>Total Personnel</b>	<b>653,490</b>	<b>243,065</b>	<b>147,487</b>	<b>142,197</b>	<b>96.4%</b>	<b>-</b>
<b>Operations &amp; Maintenance</b>							
7229	Education & Training	298	-	300	-	0.0%	-
7241	Meetings & Conferences	201	77	-	-	0.0%	-
7253	Mileage	278	45	300	-	0.0%	-
7259	Misc	36	151	100	-	0.0%	-
7265	Office Supplies	228	59	400	-	0.0%	-
7277	Printing	-	13	100	-	0.0%	-
7289	Subscriptions	87	87	100	-	0.0%	-
7330	Hardware/Software Supplies	1,367	1,200	1,300	-	0.0%	-
9052	Gasoline, Diesel, Oil	971	-	-	-	0.0%	-
9091	Vehicle Maintenance	86	-	-	-	0.0%	-
	<b>Total Operations &amp; Maint</b>	<b>3,550</b>	<b>1,632</b>	<b>2,600</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>
	<b>Department Total</b>	<b>657,040</b>	<b>244,697</b>	<b>150,087</b>	<b>142,197</b>	<b>94.7%</b>	<b>-</b>

<b>Personnel Schedule</b>	<b>Actual 2015-16</b>	<b>Actual 2016-17</b>	<b>Actual 2017-18</b>	<b>Adopted 2018-19</b>
<b>Full Time:</b>				
Assistant Town Manager	1.00	0.00	0.00	0.00
Public Services Manager	0.50	0.50	0.25	0.00
Administrative Analyst II	0.00	1.00	1.00	0.00
Administrative Analyst I	1.00	0.00	0.00	0.00
Senior Office Assistant	1.00	1.00	0.00	0.00
<b>Total FTE's:</b>	<b>3.50</b>	<b>2.50</b>	<b>1.25</b>	<b>0.00</b>

# ENERGY AND ENVIRONMENTAL SERVICES



## DEPARTMENT DESCRIPTION

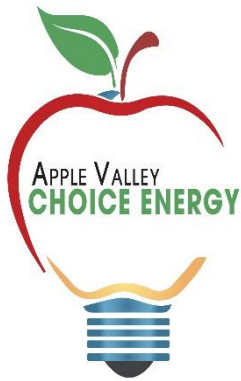


### Green Apple Valley

Energy and Environmental Services EES encompasses three primary areas of responsibility consisting of Apple Valley Choice Energy (AVCE), Solid Waste (collection, recycling and household hazardous waste), and Environmental Management. EES oversees operations, prepares compliance documentation and reports on a monthly, quarterly or yearly basis as required by various state agencies for Energy operations and compliance, and recycling activities. We fulfill these responsibilities by utilizing quality staff as referenced to in Vision 2020 #6 (Highest Quality Staff).

EES Solid Waste oversees implementation of AB 341 pertaining to Commercial and Multi-family recycling mandates and has ongoing interaction with county, state and federal environmental agencies to keep the Town in compliance with changing regulatory requirements. EES Solid Waste responsibilities consist of several areas including the oversight of the Town-wide Household Hazardous Waste (HHW) Collection Center as mandated by AB 939. Oversight includes the collection, documentation, and disbursement of the overall volume of HHW collected and costs associated with the operation of the HHW facility. EES Solid Waste also includes being actively involved in education and outreach with the Material Recycling Facility (MRF) operations contractor and the City of Victorville to discuss efficiency, cost of operations and consideration of new technologies for the jointly owned facility. We fulfill Vision #8 (Revenue Generation) by accepting electronic waste which we in turn recycle and receive payment from our E-waste contractor and Vision 2020 #7 (Promote Partnerships) by working together with other cities and agencies.

EES Environmental Management involves working with regional partners in seeking strategies and funding pertaining to renewable energy, energy alternatives and energy efficiencies responsibility for Town compliance with local, State and Federal environmental regulations and legislation. Environmental Management also includes coordinating with other Town departments to prepare applications for grant funding, doing site inspections, keeping records and preparing reports for CalRecycle compliance and completing other special projects as assigned. We engage regional partners and other Town departments to prepare grant funding applications, thereby fulfilling Vision 2020 #7 (Promote Partnerships) etc



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

AVCE is Apple Valley’s locally operated electrical power generation provider and offers Town residents and businesses a viable alternative to traditional investor-owned utilities. The Apple Valley Town Council sets the rates for electric generation and establishes programs that provide local customers with greater local benefit and energy options. As a municipal service, AVCE offers generation rates that are typically lower than Southern California Edison (SCE), with a higher renewal energy content.

Apple Valley Choice Energy purchases electricity and provides it to Apple Valley customers, with a focus on lower generation rates and increased renewable energy content. There are no duplicate charges between AVCE and SCE because each entity provides unique services. AVCE procures electricity while SCE delivers that energy to the customers, maintains and repairs the infrastructure that carries it, and provides customer services, including a unified bill. AVCE customers receive a single monthly bill from SCE that contains service and transmission charges from SCE and electrical generation charges from AVCE. Customers enrolled in AVCE continue to receive CARE, FERA, and Medical Baseline discounts within their SCE delivery charges. Additionally, AVCE customers with Net Energy Metering (NEM) systems receive credits for future energy service and receive cash back when their systems produce excess energy. Level Pay Plan (LPP), Summer Discount program, and other SCE and state mandated programs remain the same with AVCE. AVCE offers three different rate categories to its customers: Core Choice, More Choice, and Your Choice. Core Choice is the default category and offers the lowest rates with 35% renewable energy content. More Choice is a voluntary “opt-up” category that offers 50% renewable energy content from solar, wind or geo thermal resources. Lastly, Your Choice is for Net Energy Metering (NEM) customers and allows solar owners to earn credits and/or money back for the excess energy that is delivered back into the grid.

## 2017-18 HIGHLIGHTS

- Continued with Sharps Container giveaway and exchange program at AVFPD Headquarters
- Expanded Community Outreach for recycling
- Submitted reports to Air Resources Board, CalRecycle and Department of Toxic Substance Control
- Implemented C & D and Green Waste & Composting programs at MRF
- Expanded Bus Service to Northern Apple Valley
- Continued with Sharps Container giveaway and exchange program at AVFPD Headquarters
- Successfully launched AVCE and secured RA contracts for energy procurement
- Improved the AVCE website and established partnerships with member cities and agencies within CalCCA
- One year of successful operation, now serving 28,276 customers and refined the More Choice program
- Continued to educate AVCE customers to the benefits of being a part of a CCA program

## 2018-19 OBJECTIVES/GOALS:

- Implement CA Mandated Commercial Organics Recycling required by AB 1826
- Implement C & D and Green Waste & Composting programs at MRF
- Expand HHW Hours to be open every Saturday
- Continue with Sharps Container giveaway and exchange program at AVFPD Headquarters
- Apply for additional HHW Grants
- Expand Community Outreach for recycling
- Submit reports to Air Resources Board, CalRecycle and Department of Toxic Substance Control
- Continue to explore Energy Efficiency Programs and funding available through the Public Utilities Commission
- Be well positioned to secure lower energy prices
- Exercise more local options over energy resources
- Increase the percentage of renewables in ~~our~~ the AVCE portfolio
- Increase local Resource Adequacy and optimize our Congestion Revenue Rights options



<b>Department Workload Indicators</b>				
	<b>Actual FY 16-17</b>	<b>Goal FY 17-18</b>	<b>Estimated FY 17-18</b>	<b>Goal FY 18-19</b>
Shred Fest Events	1	2	2	2
E-Waste Revenue	\$41,344	\$40,000	\$44,000	\$48,000
HHW Participants	4367	4500	4500	4725
Community Recycling Outreach Events	4	4	4	4
Household Hazardous Waste OT	\$6,442	\$1,000	\$2,000	\$1,000
AVCE Community Outreach Events	2	6	6	6
AVCE Core Choice Participants	30,133	30,133	30,100	30,000
AVCE More Choice Participants	26	40	37	100
AVCE Your Choice Participants	2,592	3,000	3,000	3,500
Internal Customer Inquiries	4,500	3,500	4,000	3,000

<b>Department Performance Measures</b>				
	Actual FY 16-17	Goal FY 17-18	Estimated FY 17-18	Goal FY 18-19
Maintain Shred Fest Events by	100%	100%	100%	100%
Increase E-Waste Revenue by 5%	10%	15%	15%	20%
Increase HHW Participants by 5%	5%	10%	15%	20%
Maintain Community Outreach for Green Apple Valley Recycling	100%	100%	100%	100%
Reduce Need for Overtime at HHW Facility by 10%	50%	40%	50%	45%
Increase AVCE Community Outreach Events by 2	8	6	6	6
Maintain less than 5% reduction in Core Choice Participants	N/A	5%	1%	1%
Increase More Choice Participation by 5%	N/A	5%	5%	5%
Increase Your Choice Participation by 5%	N/A	5%	3%	5%
Average number of days to process customer inquiries	2	1	.5	.5

**ENERGY AND ENVIRONMENTAL SERVICES**

Code	Revenue Classification	Actual Revenue 2015-16	Actual Revenue 2016-17	Amended Budget 2017-18	Estimated Revenue 2017-18	% of Budget Expended	Adopted Budget 2018-19
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**Household Hazardous Waste - Used Oil**

5510-0000-6924-4951	Oil Payment Program - State	19,714	-	19,000	19,000	100.0%	-
<b>Total Household Hazardous Waste - Used Oil</b>		<b>19,714</b>	<b>-</b>	<b>19,000</b>	<b>19,000</b>	<b>100.0%</b>	<b>-</b>

**Energy & Environmental Services**

5510-0000-4179-4951	Recycling Revenue	41,918	-	42,000	43,000	102.4%	-
<b>Total Environmental and Transit Services</b>		<b>41,918</b>	<b>-</b>	<b>42,000</b>	<b>43,000</b>	<b>102.4%</b>	<b>-</b>

<b>Total Revenue</b>		<b>61,632</b>	<b>-</b>	<b>61,000</b>	<b>62,000</b>	<b>101.6%</b>	<b>-</b>
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Code	Expenditure Classification	Actual Expense 2015-16	Actual Expense 2016-17	Amended Budget 2017-18	Estimated Expense 2017-18	% of Budget Expended	Adopted Budget 2018-19
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**Household Hazardous Waste - Used Oil**

5510-4460-7010-4951	Salaries Regular	2,515	-	1,000	1,712	171.2%	-
5510-4460-7020-4951	Salaries Part-Time	13,146	-	14,184	12,471	87.9%	14,267
5510-4460-7025-4951	Part-Time Sick Leave	356	-	-	-	0.0%	-
5510-4460-7030-4951	Overtime	731	-	500	1,766	353.2%	-
5510-4460-7150-4951	Medicare	232	-	206	225	109.2%	207
5510-4460-7160-4951	PERS	831	-	-	227	100.0%	-
5510-4460-7241-4951	Meetings and Conferences	765	-	1,600	see 7510	0.0%	see 7510
5510-4460-7253-4951	Mileage Exp/Allowance	404	-	500	see 7510	0.0%	see 7510
5510-4460-8970-4951	Household Hazardous Waste	341	-	900	see 7510	0.0%	see 7510
<b>Total HHW - Used Oil</b>		<b>19,321</b>	<b>-</b>	<b>18,890</b>	<b>16,401</b>	<b>86.8%</b>	<b>14,474</b>

**Energy & Environmental Services**

5510-7510-7205-4951	Advertising	150	-	500	150	30.0%	450
5510-7510-7229-4951	Education & Training	139	-	350	-	0.0%	300
5510-7510-7241-4951	Meetings & Conferences	2,586	-	2,250	2,000	88.9%	3,400
5510-7510-7247-4951	Membership & Dues	377	-	600	600	100.0%	642
5510-7510-7253-4951	Mileage	1,160	-	1,500	1,000	66.7%	1,800
5510-7510-7259-4951	Miscellaneous	5	-	200	-	0.0%	180
5510-7510-7277-4951	Printing	42	-	250	-	0.0%	225
5510-7510-7350-4951	Public Information	659	-	700	-	0.0%	600
5510-7510-8970-4951	Household Hazardous Waste	6,078	-	17,000	13,000	76.5%	16,000
5510-7510-8971-4951	Household Hazardous Waste - Co Fir	79,052	-	80,000	81,510	101.9%	80,000
<b>Total Environmental and Transit Services</b>		<b>90,249</b>	<b>-</b>	<b>103,350</b>	<b>98,260</b>	<b>95.1%</b>	<b>103,597</b>

<b>Total Expenses</b>		<b>109,570</b>	<b>-</b>	<b>122,240</b>	<b>114,661</b>	<b>93.8%</b>	<b>118,071</b>
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<b>Revenue over Expenses</b>		<b>(47,938)</b>	<b>-</b>	<b>(61,240)</b>	<b>(52,661)</b>	<b>86.0%</b>	<b>(118,071)</b>
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# ANIMAL SERVICES



## DEPARTMENT DESCRIPTION

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

## DIVISION/MAJOR PROGRAM DESCRIPTION

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

**Sheltering Services Division – Municipal Shelter:** Coordinates sheltering activities, including the housing of surrendered, abandoned, and impounded animals within the parameters of the law, permanent placement services, including coordination with rescue organizations and wildlife preserves, conducting low-cost vaccination clinics, manages the Department’s sheltering contracts, and oversees volunteer training that enhances the level of services provided to housed animals.

**Support Services:** Coordinates public/private partnerships to provide long-term placement of sheltered animals and fundraising for programs supporting the Department’s goals to reduce euthanasia, and increase live release rates. Support Services is tasked with organizing events, training, and activities for both Field and Sheltering Services.



**The AVAS Department is able to provide enhanced animal related services and community support thanks to proceeds from annual fundraising events and strong public/private partnerships**

## 2018-19 PROGRAMMATIC CHANGES

The Animal Sheltering Agreement with the County of San Bernardino will provide a minimum guaranteed revenue of \$487,123 for animal sheltering services provided to the unincorporated Victorville High-Desert County Region in FY 2018-19. Maximizing the 20-year building capacity of the Town's Municipal Animal Shelter allows the AVAS Department to provide revenue generating services in fulfillment of the strategic plan outlined by the Town Council in Vision 2020.

## 2018-2019 HIGHLIGHTS



Clear the Shelter



Hurricane Harvey



Rescue Partner

- Apple Valley Animal Services participated in the **Clear the Shelter Event Day** on August 19, 2017. AVAS did a total of **33 adoptions** and had over **500 guests** sign in at the front desk
- On August 31, 2017, AVAS & Maggie Maddie May asked the public to help send relief to all the animals affected by Hurricane Harvey. AVAS received 24 pallets of dog food from the Wal-Mart Distribution Center and other generous donations from the residents of our community for the four-legged victims of Hurricane
- Over 42,103 people visited the shelter in 2016
- 140 Animal Rescue Organizations updated or renewed their partnership agreements to assist AVAS in finding permanent loving homes for our sheltered animals and help reduce euthanasia

## 2018-2019 GOALS

Animal Services supports the Town's Mission as identified in Vision 2020; offer the highest level of customer service by demonstrating operational excellence and efficiency in animal control and sheltering services. Develop and mentor personnel to ensure they are prepared to lead the department in the future. Continue to pursue funding opportunities and public private partnerships to expand community programs. Ensuring public safety by offering animal-friendly community events to facilitate safe human-animal interactions and promote responsible pet-ownership.

### FIELD SERVICES GOALS

- Canvas 1200 house to increase rabies and licensing compliance.
- Increase hours in the field patrolling for animals at large to address leash law violations.
- Decrease the total number of expired dog licenses by 50%.

### SHELTERING SERVICES GOALS

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

## 2018-2019 OBJECTIVES

- Develop a strategic plan to increase canvassing for rabies and licensing compliance.
- Collect and analyze all daily service log data to calculate total hours AVAS Officers spend in the office completing administrative paperwork.
- Collect and analyze all daily service log data to calculate total hours AVAS Officers spend in the field handling calls for service.
- Collect and analyze all daily service log data to calculate total hours AVAS Officers spend in the field proactively patrolling for animals at large.
- Collect and analyze all canvassing for animal rabies/licensing compliance data.
- Host the 13<sup>th</sup> Annual Paws-n-Claws Pet Fair.
- Provide free microchipping events for Apple Valley residents' dogs to reach 500 microchip goal.
- Continue to partner with Animal Rescue Organizations to transfer animals that need additional time for permanent placement into loving homes.
- Raise 12,000 to provide 500 free microchips and 150 free cat spay/neuter surgeries.

Department Workload Indicators				
	Actual FY 16-17	Goal FY 17-18	Estimated FY 17-18	Goal FY 18-19
Live Intakes - Cats	1630	1300	2000	N/A
Live Intakes - Dog	2232	2300	3000	N/A
Live Releases - Cats	465	440	450	40 % of Intake
Live Releases - Dogs	1597	1500	2000	80% of Intake
Euthanized - Cats	1064	1000	1500	<60% of Intake
Euthanized - Dogs	601	630	900	<20% of Intake
Dogs Licensed (AVAS Only)	10386	10500	10200	13000
Dog Licenses - Expired	16112	15100	15000	
Calls for Service	4828	2800	4200	
Houses Canvassed for Licensing & Rabies Compliance	794	1000	700	1200
Bite Reports	106	10	100	
Rescue Agreements	140	150	155	200
Low-Cost Vaccination Clinics	6	6	6	8
Animals Microchipped	2308	2400	2100	100% of Live Release
Total Vaccines Administered	7500	3022	5180	100% of Live Release
Spay/Neuter Vouchers - Cats	160	250	200	
Spay/Neuter Vouchers - Dogs	473	150	300	

ANIMAL SERVICES - FIELD SERVICES 1001-2120							
Code	Expenditure Classification	Actual Expense 2015-16	Actual Expense 2016-17	Amended Budget 2017-18	Estimated Year End 2017-18	% of Budget Expended	Adopted Budget 2018-19
Personnel Services							
7010	Salaries & Wages	426,005	420,838	431,311	422,285	97.9%	387,322
7020	Wages Part-time	2,843	-	-	-	0.0%	-
7030	Wages Overtime	952	1,092	7,000	54	0.8%	4,000
7110	Cafeteria Benefits	65,769	63,179	68,803	56,070	81.5%	60,247
7120	Deferred Comp	1,825	2,193	3,641	2,413	66.3%	-
7140	RHS	1,989.63	1,955.94	2,085	1,853	88.9%	1,903
7150	Medicare	6,585	6,479	6,279	6,511	103.7%	5,641
7160	PERS	127,094	84,471	109,801	73,146	66.6%	105,305
7165	Auto Allowance	-	1,642	1,710	1,720	100.6%	1,710
<b>Total Personnel</b>		<b>633,063</b>	<b>581,852</b>	<b>630,630</b>	<b>564,052</b>	<b>89.4%</b>	<b>566,128</b>
Operations & Maintenance							
7180	Uniform Expense	3,048	2,069	3,500	3,500	100.0%	2,885
7205	Advertising	464	-	400	400	100.0%	200
7223	Disposal Services	2,263	2,565	2,282	2,282	100.0%	2,350
7229	Education & Training	3,185	675	3,000	3,000	100.0%	1,500
7241	Meetings & Conferences	283	19	500	500	100.0%	400
7247	Memberships & Dues	553	419	535	535	100.0%	535
7253	Mileage Exp/Allowance	1,104	-	500	500	100.0%	400
7265	Office Supplies	661	571	1,000	1,000	100.0%	1,000
7277	Printing	889	1,569	2,250	2,250	100.0%	2,000
7289	Subscriptions	-	-	400	400	100.0%	300
7295	Utilities: Phones, Internet	3,656	3,436	3,800	3,800	100.0%	3,800
7295	Utilities: Electricity	9,585	12,417	11,275	11,275	100.0%	11,400
7295	Utilities: Natural Gas	2,955	3,474	2,460	2,460	100.0%	2,500
7295	Utilities: Water	1,667	1,906	1,600	1,600	100.0%	1,800
7330	Hardware/Software Supplies	2,474	2,816	3,000	3,000	100.0%	2,000
7360	Safety and security	389	265	425	425	100.0%	425
7370	Special Department Supplies	5,616	3,155	2,800	2,800	100.0%	2,500
7655	Building maintenance	801	1,120	2,450	2,450	100.0%	2,450
8940	Contracted Services	1,012	2,986	3,000	3,000	100.0%	3,000
8956	Drugs/Vaccinations	-	859	-	-	0.0%	-
8960	Emergency Vet Service	315	-	545	545	0.0%	250
8972	Legal Services	-	-	525	525	100.0%	250
8988	Spay/Neuter Program	41,578	28,873	39,900	39,900	100.0%	38,000
8992	Stiles Removal/D&D Removal	6,402	6,402	6,900	6,900	100.0%	6,900
9013	Communications Equipment	1,046	21	2,200	2,200	100.0%	2,000
9026	Equipment Maintenance	180	19	800	800	100.0%	750
9052	Gasoline, Diesel and Oil	17,030	15,653	18,000	18,000	100.0%	17,500
9065	Leased Equipment	4,244	3,411	5,000	5,000	100.0%	5,000
9078	Safety Equipment	-	75	800	800	100.0%	725
9091	Vehicle Maintenance	6,364	6,191	7,200	7,200	100.0%	7,000
9120	Capital Equipment	-	11,419	-	-	0.0%	-
<b>Total Operations &amp; Maint.</b>		<b>117,763</b>	<b>112,384</b>	<b>127,047</b>	<b>127,047</b>	<b>100.0%</b>	<b>119,820</b>
<b>Department Total</b>		<b>750,826</b>	<b>694,235</b>	<b>757,677</b>	<b>691,099</b>	<b>91.2%</b>	<b>685,948</b>

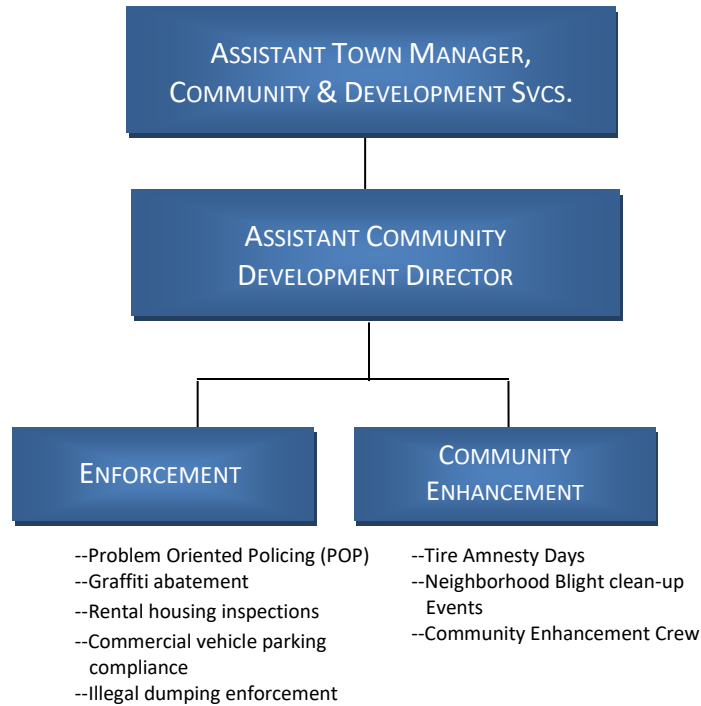
	Actual 2014-15	Actual 2015-16	Actual 2016-17	Actual 2017-18	Adopted 2018-19
<b>Personnel Schedule</b>					
<b>Full Time:</b>					
Director of Animal Services	0.00	0.00	0.25	0.25	0.25
Animal Services Manager	0.25	0.25	0.00	0.00	0.00
Animal Services Supervisor	1.00	1.00	0.00	0.00	0.25
Sr. Animal Services Officer	0.00	0.00	2.00	2.00	2.00
Animal Services Administrative Secretary	0.25	0.25	0.25	0.25	0.00
Animal Services Officer II	3.00	3.00	1.00	2.00	2.00
Animal Services Officer I	0.00	1.00	2.00	0.00	0.00
Animal Services Technician	1.25	1.25	1.25	1.50	1.50
<b>Part Time:</b>					
Animal Services Technician	0.12	0.00	0.00	0.00	0.00
<b>Total FTE's:</b>	<b>5.87</b>	<b>6.75</b>	<b>6.75</b>	<b>6.00</b>	<b>6.00</b>

ANIMAL SERVICES - SHELTER 1001-2130							
Code	Expenditure Classification	Actual Expense 2015-16	Actual Expense 2016-17	Amended Budget 2017-18	Estimated Year End 2017-18	% of Budget Expended	Adopted Budget 2018-19
Personnel Services							
7010	Salaries & Wages	628,069	648,104	666,281	612,542	91.9%	675,334
7020	Wages Part-Time	103,068	66,551	79,273	81,403	102.7%	104,101
7025	Part-Time Sick Leave	1,149	1,187	500	2,609	521.8%	500
7030	Wages Overtime	1,550	1,420	2,000	520	26.0%	1,500
7110	Cafeteria Benefits	120,958	120,420	124,346	122,986	98.9%	132,609
7120	Deferred Comp	5,476	6,578	10,922	4,052	37.1%	-
7140	RHS	3,035.37	3,174.64	3,253	2,996	92.1%	3,345
7150	Medicare	10,749	10,699	10,885	10,410	95.6%	11,376
7160	PERS	169,615	87,500	146,122	96,610	66.1%	149,906
7165	Auto Allowance	-	4,927	5,130	3,043	59.3%	5,130
<b>Total Personnel</b>		<b>1,043,670</b>	<b>950,561</b>	<b>1,048,712</b>	<b>937,171</b>	<b>89.4%</b>	<b>1,083,801</b>
Operations & Maintenance							
7180	Uniform Expense	3,140	2,055	2,500	2,500	100.0%	2,500
7205	Advertising	679.31	381.46	750	750	100.0%	200
7223	Disposal Services	6,788	6,329	6,850	6,850	100.0%	6,850
7229	Education & Training	1,380	5,025	2,500	2,500	100.0%	500
7241	Meetings and Conferences	457	103	200	200	100.0%	200
7247	Memberships and Dues	359	369	600	600	100.0%	500
7253	Mileage Exp./Allowance	3,313	62	1,000	1,000	100.0%	500
7265	Office Supplies	1,926	2,459	2,500	2,500	100.0%	2,000
7277	Printing/Department Supplies	101	178	2,500	2,500	100.0%	750
7289	Subscriptions	84	165	400	400	100.0%	400
7295	Utilities: Phones, Internet	2,013.00	1,770.12	2,065	2,065	100.0%	2,000
7295	Utilities: Electricity	28,756	37,253	36,900	36,900	100.0%	36,000
7295	Utilities: Natural Gas	8,864	10,421	7,135	7,135	100.0%	7,000
7295	Utilities: Water Usage	4,962	5,719	4,600	4,600	100.0%	4,600
7305	Animal Food Supplies	461	690	1,000	1,000	100.0%	750
7330	Hardware/Software	3,573	1,500	4,950	4,950	100.0%	1,500
7360	Safety & Security	899	831	630	630	100.0%	600
7370	Special Department Supplies	4,791	7,678	11,350	11,350	100.0%	9,000
7655	Building Maintenance	15,430	17,884	15,000	15,000	100.0%	14,500
7755	Grounds Maintenance	58	2,487	3,000	3,000	100.0%	2,500
8940	Contracted Services	9,600	9,851	10,800	10,800	100.0%	10,800
8956	Drugs and Vaccinations	49,965	40,224	40,700	40,700	100.0%	38,000
8960	Veterinary Services	1,896	16,461	3,000	3,000	100.0%	3,000
8988	Adoption Spay / Neuter	81,034	83,558	73,800	73,800	100.0%	70,000
8992	Stiles Removal/D&D Removal	6,402	6,402	6,780	6,780	100.0%	6,780
9013	Communications Equipment	243	15	200	200	100.0%	200
9026	Equipment Maintenance	459	6,683	750	750	100.0%	750
9052	Gasoline, Diesel, Oil	611	612	1,000	1,000	100.0%	800
9065	Leased Equipment	8,132	10,233	7,485	7,485	100.0%	7,500
9091	Vehicle Maintenance	1,081	222	1,000	1,000	100.0%	800
<b>Total Operations &amp; Maint.</b>		<b>247,457</b>	<b>277,618</b>	<b>251,945</b>	<b>251,945</b>	<b>100.0%</b>	<b>231,480</b>
<b>Department Total</b>		<b>1,291,128</b>	<b>1,228,179</b>	<b>1,300,657</b>	<b>1,189,116</b>	<b>91.4%</b>	<b>1,315,281</b>



Code	Expenditure Classification	Actual Expense 2015-16	Actual Expense 2016-17	Amended Budget 2017-18	Estimated Year End 2017-18	% of Budget Expended	Adopted Budget 2018-19
	<b>Personnel Schedule</b>	<b>Actual 2014-15</b>	<b>Actual 2015-16</b>	<b>Actual 2016-17</b>	<b>Actual 2017-18</b>	<b>Adopted 2018-19</b>	
	<b>Full Time:</b>						
	Director of Animal Services	0.00	0.00	0.75	0.75	0.75	
	Animal Shelter Supervisor - RVT	1.00	1.00	1.00	1.00	1.00	
	Animal Services Supervisor	0.00	0.00	0.00	0.75	0.75	
	Animal Services Administrative Secretary	0.75	0.75	0.75	0.00	0.00	
	Animal Health Assistant	1.00	1.00	1.00	1.00	1.00	
	Senior Animal Services Specialist	1.00	1.00	1.00	1.00	1.00	
	Office Assistant	0.00	0.00	0.00	1.00	1.00	
	Animal Services Technician	3.75	3.75	3.75	4.50	4.50	
	Animal Shelter Assistant	4.00	4.00	4.00	3.00	3.00	
	<b>Part Time:</b>						
	Animal Services Technician	0.37	0.37	0.00	0.00	0.00	
	Office Assistant	0.50	0.50	0.70	0.00	0.00	
	Animal Shelter Assistant	1.00	1.00	0.50	1.00	1.00	
	Program Assistant	2.50	2.50	2.00	2.18	3.00	
	<b>Total FTE's:</b>	<b>15.87</b>	<b>15.87</b>	<b>15.45</b>	<b>16.18</b>	<b>17.00</b>	

# CODE ENFORCEMENT



## PROGRAM INFORMATION



The Code Enforcement Department is responsible for enforcing state and local laws relating to health and safety, property maintenance standards and land use regulations. Our goal is to maintain consistency with the Town's General Plan and to provide courteous, effective and efficient service which will enhance property values by reducing visual blight in Apple Valley's neighborhoods. This is accomplished through a combination of proactive and reactive patrol as well as through problem-oriented policing (POP). A key component of this goal is educating citizens concerning local, state and federal regulations that affect them. For fiscal year 2018-2019 Code Enforcement will apply for several grants to assist in eliminating blight in the Town of Apple Valley. These grant funds are used to provide tire amnesty day events where residents can drop off tires for free. Tire cleanup grant that will allow Code Enforcement Officers to remove illegally dumped tires from the right of way and public land. Host neighborhood cleanup events throughout the town providing residents an opportunity to dispose of trash and debris for free.

## 2017-18 HIGHLIGHTS

- 2,906 cases opened in 2016-17, 71% proactively opened by officers
- 81% of graffiti was proactively opened by officers
- \$70,307 was received through alternative sources such as grants and city/county payment programs to assist with blight reduction
- 72% of illegal dumping cases were proactively opened by officers
- 125 tons of debris and 13 tons of recyclables were collected during community enhancement events
- 100,660 pounds of trash was removed from the Town by the community enhancement crew
- 3,226 tires were collected using the Tire Amnesty and Tire Clean-up grants
- Partnering with the Sheriff's Department 6 illegal marijuana grows were identified and abated
- Training hours were increased by 566% for staff

## 2018-19 GOALS AND OBJECTIVES

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



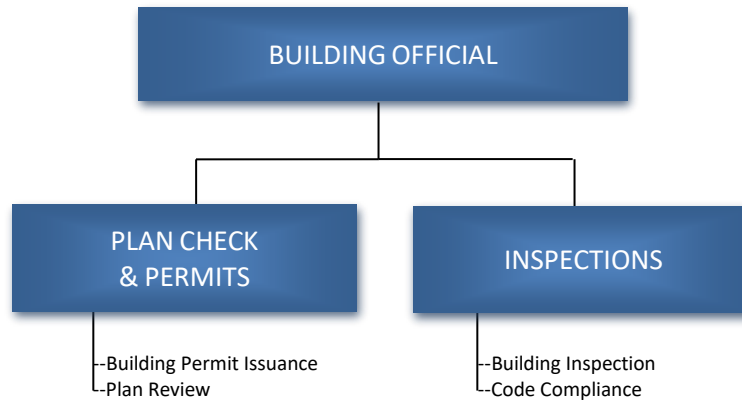
<b>Department Performance Measures</b>				
	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Estimate FY 17-18</b>	<b>Goal FY 18-19</b>
Increase proactive cases to 75% or greater of the total cases	67%	74%	68%	75%
Increase Problem Oriented Policing (POP) cases by 5%	129	130	130	136
Reduce Graffiti by 2.5%	961	770	500	487
Increase participation from citizens by 10% at Community Enhancement Events.	824	979	1,000	1,100
Increase recyclables collected at Community Enhancement Events by 10%. (tons)	7.84	13.47	13	15
Increase debris collected during Community Enhancement Events by 5,000. (tons)	114	139	125	130
Increase tires collected during Tire Amnesty Events by 10%	4,185	3,688	4,344	4,778
Decrease abatement warrants obtained by 2.5%	24	19	1	5
Increase training for Code Enforcement Staff by 50% (hours)	-	6	84	93
Increase alternative funding, grants, city/county payment programs	\$63,000	\$34,190	\$70,307	\$71,000

**CODE ENFORCEMENT 1001-3110**

Code	Expenditure Classification	Actual Expense 2015-16	Actual Expense 2016-17	Amended Budget 2017-18	Estimated Year End 2017-18	% of Budget Expended	Adopted Budget 2018-19
<b>Personnel Services</b>							
7010	Salaries & Wages	598,903	596,985	560,798	584,259	104.2%	500,049
7020	Wages Part-Time	23,444	23,297	30,307	23,430	77.3%	50,668
7030	Wage Overtime	2,028	1,700	2,000	721	36.1%	2,000
7110	Cafeteria Benefits	98,486	85,146	83,179	84,185	101.2%	56,471
7120	Deferred Comp	3,187	2,544	4,145	4,367	105.4%	-
7140	RHS	2,972.81	2,732.16	2,757	2,574	93.4%	2,478
7150	Medicare	9,255	9,168	8,611	9,059	105.2%	7,990
7160	PERS	167,672	89,765	134,877	101,088	74.9%	128,789
7165	Auto Allowance	-	328	2,736	1,975	72.2%	342
	Transfer in from CDBG	-	-	-	-	0.0%	(50,000)
	<b>Total Personnel</b>	<b>905,948</b>	<b>811,666</b>	<b>829,410</b>	<b>811,658</b>	<b>769.8%</b>	<b>698,787</b>
<b>Operations &amp; Maintenance</b>							
7180	Uniform Cleaning	2,753	3,435	3,000	2,800	93.3%	2,500
7205	Advertising	-	-	500	-	0.0%	-
7229	Education & Training	7,228	3,115	6,750	4,000	59.3%	1,600
7241	Meetings & conferences	25	109	450	450	100.0%	250
7247	Membership & dues	59	-	-	-	-	-
7265	Office Supplies	825	554	800	650	81.3%	500
7277	Printing	1,503	169	1,800	1,500	83.3%	500
7289	Subscriptions	1,500	1,500	1,500	1,500	100.0%	1,500
7295-0109	Utilities: Phones	7,744	5,654	7,000	7,000	100.0%	7,000
7325	Graffiti Supplies & Removal costs	39,045	28,585	23,000	21,000	91.3%	24,000
7330	Hardware/Software Supplies	813.90	468.91	11,000	11,000	100.0%	800
7350	Public Information	-	836	500	310	62.0%	-
7370	Special Dept Supplies/Exp	726	918	1,000	1,000	100.0%	800
7970	Small Tools	109	490	500	450	90.0%	400
8940	Contracted Services	35,630	36,226	42,500	40,000	94.1%	40,000
9026	Equipment Maintenance	365	135	800	750	93.8%	800
9052	Gasoline, Diesel, oil	14,677	14,276	15,000	15,000	100.0%	15,000
9065	Leased Equipment	1,936	1,649	2,000	1,800	90.0%	1,800
9091	Vehicle Maintenance	5,619	10,802	16,300	16,000	98.2%	20,000
	<b>Total Operations &amp; Maintenance</b>	<b>120,557</b>	<b>108,921</b>	<b>134,400</b>	<b>125,210</b>	<b>93.2%</b>	<b>117,450</b>
	<b>Department Total</b>	<b>1,026,505</b>	<b>920,586</b>	<b>963,810</b>	<b>936,868</b>	<b>97.2%</b>	<b>816,237</b>

<b>Personnel Schedule</b>	<b>Actual 2014-15</b>	<b>Actual 2015-16</b>	<b>Actual 2016-17</b>	<b>Actual 2017-18</b>	<b>Adopted 2018-19</b>
<b>Full Time:</b>					
Assistant Town Manager	0.00	0.00	0.05	0.40	0.05
Assistant Director Com. Dev.	0.00	0.00	0.00	0.40	0.45
Code Enforcement Manager	1.00	1.00	1.00	0.00	0.00
Code Enforcement Supervisor	0.00	0.00	0.00	1.00	1.00
Executive Secretary	0.00	0.00	0.03	0.00	0.00
Senior Code Enforcement Officer	1.00	1.00	1.00	0.00	0.00
Code Enforcement Officer II	5.00	4.00	4.00	4.00	4.00
Code Enforcement Officer I	1.00	1.00	1.00	1.00	1.00
Code Enforcement Technician	2.00	2.00	2.00	1.00	0.00
<b>Part Time:</b>					
Community Enhancement Officer	0.50	0.50	0.50	0.50	0.50
Code Enforcement Technician	0.50	0.50	0.00	0.00	0.45
<b>Total FTE's:</b>	<b>11.00</b>	<b>10.00</b>	<b>9.58</b>	<b>8.30</b>	<b>7.45</b>

# BUILDING AND SAFETY



## PROGRAM INFORMATION



The Town of Apple Valley Building and Safety Department implements policy and procedure for the construction process by use of the Municipal Code, California Code of Regulations Title 24 and Federal Regulation. Contract services are utilized to cost effectively maintain the highest level of customer service possible, by adjustment of staff levels based on projected workload. The following examples outline some of the many services provided by our department:

- Provide general information regarding building codes, construction methods and materials used within the building environment.
- Thorough evaluation of plan submittal documents to assure all necessary information has been included.
- Rapid plan disbursement to appropriate Departments and Agencies for review.
- Timely plan reviews performed by International Code Council (ICC) certified plan review staff.
- Comprehensive field inspections performed by International Code Council (ICC) certified inspection staff.
- Issuance of Certificates of Occupancy for new businesses within the Town.

The Building Safety Department is committed to advancing public safety in the built environment through training, collaboration and community partnership, which results in safe, accessible and healthy structures.

## 2017-18 HIGHLIGHTS

- Provided International Code Council, training seminars.
- Issued 122 Certificates of Occupancy.
- Issued permits for the Big Lots Distribution Center.
- 56 commercial tenant improvement permits issued.
- 442 residential photovoltaic permits issued.
- Issued over 2200 permits comprised of but not limited to re-roofing, septic installations, pools, room additions, patios, accessory structures etc.
- Staff obtained 7 additional technical certifications demonstrating their experience and growth.

## 2018-19 GOALS AND OBJECTIVES

- Concentrate on effective budget reduction strategies.
- Demonstrate the departments expertise by obtaining additional professional certification.

- Expand local professional training program.
- Focus on updated disaster preparedness training for all staff members.
- Concise and effective review, permitting and inspection of all private and public land development projects.
- Provide ever faster plan review, routing & response to permit applicants.
- Maintain the highest availability of Building Official and Building Inspector access to our customers to ensure that customer questions are answered by a skilled professional
- Provide the highest level of flexibility when scheduling inspections and field reviews to ensure that all customer needs are met in a timely and efficient manner.
- Promote the reputation for being a customer friendly Building and Safety Department.

<b>Department Workload Indicators.</b>				
	Actual FY 16-17	Goal FY 17-18	Estimated FY 17-18	Goal FY 18-19
Express Plan Checks	330	274	354	365
Total Number of Plan Checks	1198	1232	1014	1044
New Single Family Residence Permits	275	152	86	89
Total Applications Received	3400	3360	2866	2952
Number of Inspections Per Day	25	28	28	29
Total Number of Inspections	6206	6000	7064	7276
Certificates Of Occupancy Issued	84	111	122	126



Department Performance Measures				
	Actual FY 16-17	Goal FY 17-18	Estimated FY 17-18	Goal FY 18-19
% Increase of Express Plan Check Total Plan Checks	7%	5%	7%	3%
% of Residential Plan Check < 5 days	99%	99%	99%	99%
% Commercial Plan Check < 10 days	99%	99%	99%	99%
Average Days in Plan Check	2	2	2	2
Revision to engineering plan checks and site plans reviewed in < 7 days	99%	99%	99%	99%
% Increase of Departmental Certifications	7%	5%	3%	5%
Training per person: Technical, Safety, Administrative & Mentoring	30hr	92hr	92hr	92hr



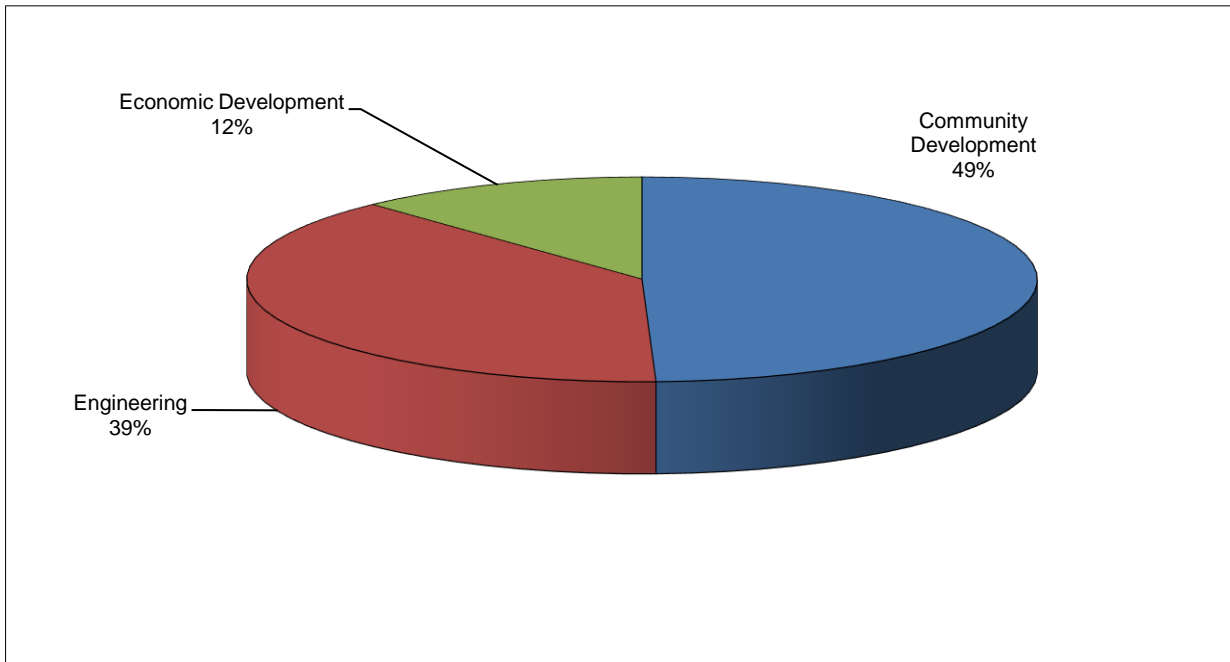


<b>BUILDING &amp; SAFETY 1001-4010</b>							
<b>Code</b>	<b>Expenditure Classification</b>	<b>Actual Expense 2015-16</b>	<b>Actual Expense 2016-17</b>	<b>Amended Budget 2017-18</b>	<b>Estimated Expense 2017-18</b>	<b>% of Budget Expended</b>	<b>Adopted Budget 2018-19</b>
	Operations & Maintenance						
7247	Memberships & Dues	215	-	-	-	0.0%	215
7265	Office Supplies	262	544	675	675	100.0%	675
7277	Printing	799	1,231	1,425	1,425	100.0%	1,425
8932	Building & Safety Contractor	600,713	646,811	619,500	740,000	119.5%	762,200
	<b>Total Operations &amp; Maint.</b>	<b>601,989</b>	<b>648,586</b>	<b>621,600</b>	<b>742,100</b>	<b>119.4%</b>	<b>764,515</b>
	<b>Department Total</b>	<b>601,989</b>	<b>648,586</b>	<b>621,600</b>	<b>742,100</b>	<b>119.4%</b>	<b>764,515</b>

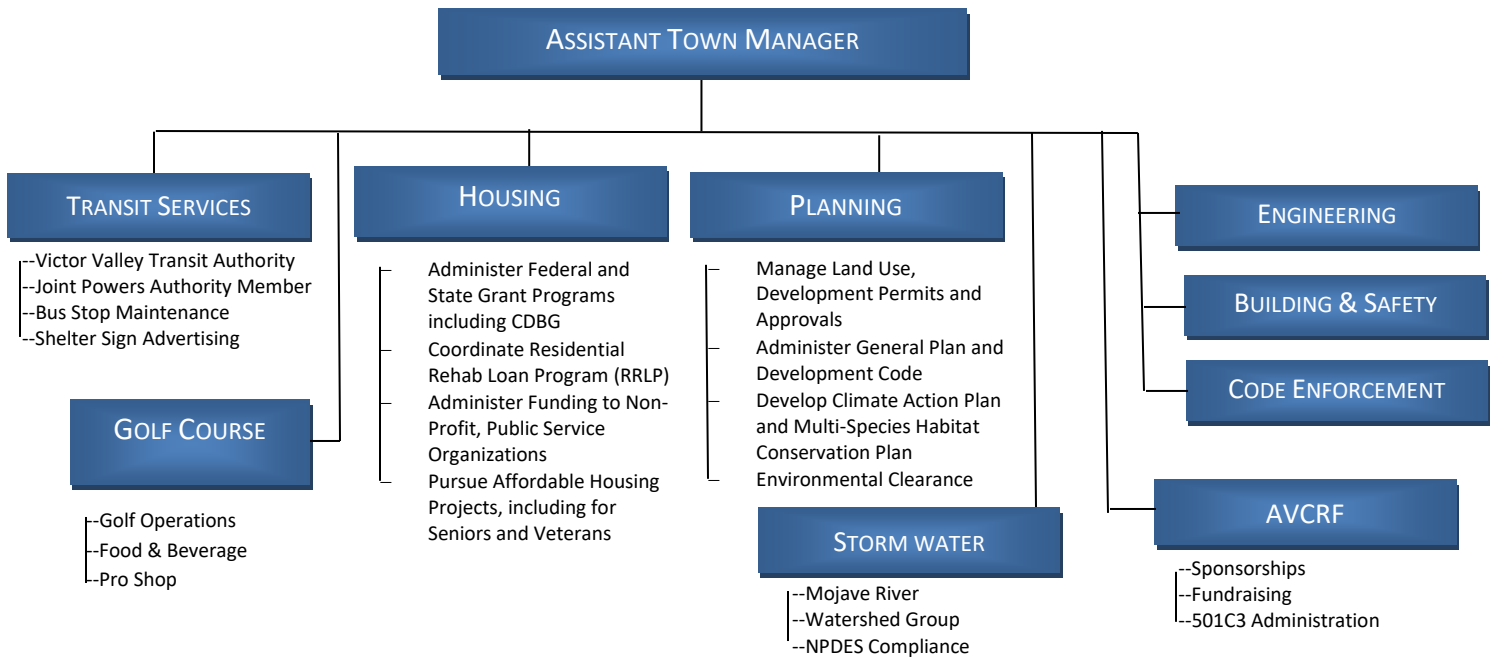
\* Staffing level determined by demand for services.

## 2018/19 Community/Economic Development Expenditures

Community Development	685,833
Engineering	535,600
Economic Development	165,868
Total-Econ. & Community Development Services	<u><u>1,387,301</u></u>



# COMMUNITY DEVELOPMENT DEPARTMENT



## DEPARTMENT DESCRIPTION

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

### Planning Division

Planning implements and maintains the Town’s General Plan, Specific Plans, and Development Code and expedites the Town’s land development and entitlement processes in partnership with the Town’s Economic



Development Strategy. Planning is responsible for implementation and updating of the Climate Action Plan (Greenhouse Gas Emissions), and developing the Multi-Species Habitat Conservation Plan (MSHCP). Planning serves as lead for all Town land use/development approvals and entitlements, including CEQA analysis, implements the Town’s Annexation program, provides staff support to the Planning Commission, Equestrian Advisory Committee and coordinates Development Advisory Board and Development Review Committee activities. The Planning Division also administers the Town’s GIS system. Working cooperatively with the Town’s Wastewater Division, Building Division and Engineering Department, the Development Services

Building, where these functions are housed, serves as a true “one-stop” shop for the Town’s business and development partners and facilitates the fulfillment of the Town Council’s Vision 2020 goals.

**Housing Division** Housing administers Federal and State grant funding for the purpose of building a sustainable community, creating suitable living environments and expanding economic opportunities for the benefit of low and moderate income persons and households. Housing develops five year strategy plans, the Assessment of Fair Housing (AFH) and the Consolidated Plan, as well as annual Action Plans and Consolidated Action Plan/Evaluation Reports (CAPER) that produce and report the goals, strategies, plans and results of implementing short and long term funding actions. Housing is responsible for administering various housing development projects, as well as rehabilitation and home purchase programs. Housing serves as the lead administrator of the regional consortium of both Apple Valley and the City of Victorville for the allocation of HOME funds through the federal Department of Housing and Urban Development (HUD). The administration of the Town’s Federal and State grant programs touches many within the community by providing improved housing opportunities; public facilities and infrastructure; assistance to small businesses; as well as assistance to non-profit programs to fund programs assisting the elderly, at risk youth, homeless and others in need in the community.

**Transit Services** Transit Services coordinates with the regional transit agency, Victor Valley Transit Authority (VFTA), to ensure deliverance of quality transit services to Apple Valley residents. Transit Services with the assistance of Public Works and Engineering ensures bus route efficiency within the Town, provides bus shelter maintenance and implements the bus shelter sign advertising program. This responsibility includes serving as Town representative to the JPA Board Technical Advisory Committee to provide recommendations for the best use of funds and grants for transit activities to improve bus stops and to increase accessibility. In addition, this service fulfills Vision 2020 #4 (Strong Transportation System) and #8 (Revenue Generation).



**Storm Water Administration** Storm Water Administration works in conjunction with the Mojave River Watershed Group to monitor run-off, provide news, information and methods for the prevention and reduction of storm water pollution within the watershed of the Mojave River. Responsibilities include ensuring the Town’s compliance with the National Pollutant Discharge Elimination System (NPDES) Program Phase II Small MS4 General Permit. The NPDES, as authorized by the Clean Water Act, requires the control of water pollution by regulating point sources that discharge pollutants into waters of the United States. The Group consisting of the Town, Cities of Hesperia and Victorville and the County is charged with the protection of the Mojave River, it’s Watershed, plants and wildlife, and the quality of our regularly used High Desert water against the adverse effects of storm water pollution. We fulfill Vision 2020 #7 (Promote Partnerships) by partnering with the County along with the Cities of Hesperia and Victorville and Vision 2020 #1 (A Safe Community).

## PROGRAM UPDATE FOR FY 2018-19

**Planning:** It is anticipated that the final version of the MHSCP will be approved this fiscal year, after a lengthy drafting process. Completion of the Town’s MSHCP will allow the Town to administer the permitting of the Endangered Species Act, which will conserve the desert environment while allowing the Town to maintain local control of future development as provided within the Town’s General Plan. **Housing:** The Consolidated Plan and accompanying annual Action Plan, continued areas of focus include home and neighborhood rehabilitation, transitional housing, homeless services, economic development and employment opportunities, human services including youth, seniors and Veteran’s assistance, and accessibility and mobility. Housing in coordination with Economic Development and Code Enforcement staff will carry forward several pilot



programs funded last year, including 1) an ADA Accessibility and Improvement Loan Program, to help Apple Valley homeowners and business owners with qualified improvements; 2) an Entrepreneurial and Small Business Incubator Program, to offer shared space, equipment, and business development resources, in order to stimulate employment opportunities; and, 3) a Blight and Slum Elimination Program, to focus on home and neighborhood improvements, including ADA accessibility. **Transit:** Functions of transit services have been moved into the Community Development Department and will be administered by the Assistant Director of Economic Development, Housing and Transit. **Storm Water:** Functions of storm water management have been moved into the Community Development Department and will be administered through the Town Engineer under a professional services contract. This includes the administration of the NPDES permit issued to the County of San Bernardino on behalf of the Town. **Apple Valley Community Resources Foundation (AVCRF):** Administration of the Town's 501c3 non-profit foundation has been moved to the Community Development Department. **Apple Valley Golf Course:** Oversight of the operations of the golf course has been moved to Community Development Department.

### 2017-18 HIGHLIGHTS

- Completed an administrative draft of the Multi-Species Habitat Conservation Plan/Natural Communities Conservation Plan and submitted it to USFWS and CDFW
- Entitled a 1.35 million square foot distribution center in the North Apple Valley Industrial Specific Plan
- Provided home rehab assistance to 19 low-income individuals and families
- Administered 6 capital improvement/economic development projects
- Funded 11 non-profit agencies who serve residents in need with sheltering, food, clothing, necessary supplies, counseling and guidance
- Monitoring and servicing of approximately 350 outstanding housing loans, estimated at \$7 million dollars.
- Completed Development Code Amendments modifying multi-family development standards to encourage development of apartments.
- Conducted community workshops to provide education and awareness regarding housing
- Begin the planning and financial strategy, including formation of a community stakeholder group, for the Hilltop House.
- Completed the Assessment of Fair Housing (AFH) and the 2017-2021 Consolidated Plan.



- Continue to improve service that is prompt and professional and that ensures all public information is accurate and timely.
- Award contract and Development Agreement to develop affordable housing on Town owned multi-family zoned vacant land.
- Complete a Development Code and General Plan clean-up.
- Coordinate with Village PBID for development of Village Specific Plan
- Complete the required update of the Climate Action Plan.
- Continue to administer Federal and State grant funds.
- Continue to increase sponsorships of Town events and programs, with a goal to achieve 60% cost recovery for special events.

### 2018-19 GOALS AND OBJECTIVES

- Complete the Multi-Species Habitat Conservation Plan/ Natural Communities Conservation Plan and receive permits from USFWS and CDFW.

<b>Department Workload Indicators</b>			
	Actual FY 17-18	Goal FY 18-19	Estimated FY 18-19
Number of meetings staff conducted Development Advisory Board	6	n/a	20
Number of entitlements/permits processed	260	n/a	275
Provide 0% deferred payment loans to low-income homeowners for the purpose of making repairs to their homes	19	25	25
Help fund shelter services for homeless persons	40	25	25
Provide clothing kits to low income school children	395	400	400
Provide shelter & outreach services to victims of domestic violence	64	50	50
Provide at risk youth with an after school literacy program	24	20	20
Transit/Public Works will install new Simme Seats at bus stops	7	10	10
<b>Department Performance Measures</b>			
	Actual FY 17-18	Goal FY 18-19	Estimated FY 18-19
Process project entitlements requiring Planning Commission approval within 6 week of application being deemed complete	100%	100%	100%
Process project entitlements requiring administrative approval within 30 days of application being deemed complete	100%	100%	100%
Complete Residential Rehabilitation application and construction process within 5 months of intake of application	70%	80%	80%
Complete 80% of the CDBG projects allocated within same fiscal year	60%	80%	80%
Provide loan payoff/reconveyances and refinance subordination services for existing housing loans within 15 days of request	90%	90%	90%
Sponsor money raised (S.A.V.E.)	\$70,000	\$90,000	\$90,000

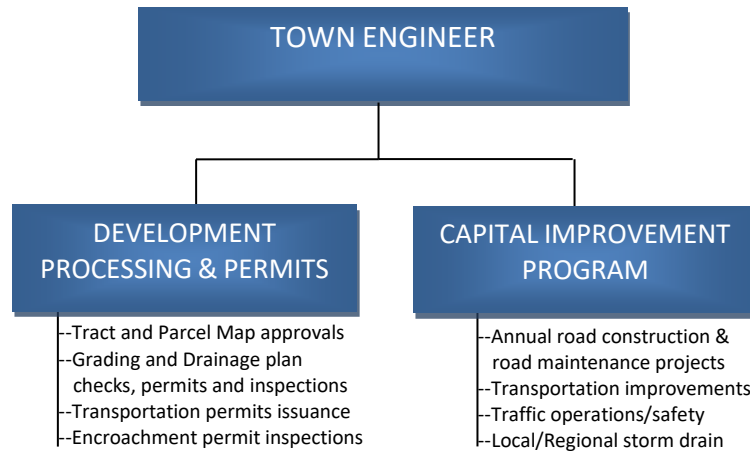


**PLANNING-COMMUNITY DEVELOPMENT 1001-4610**

Code	Expenditure Classification	Actual Expense 2015-16	Actual Expense 2016-17	Amended Budget 2017-18	Estimated Expense 2017-18	% of Budget Expended	Adopted Budget 2018-19
<b>Personnel Services</b>							
7010	Salaries & Wages	629,815	489,931	368,210	260,196	70.7%	423,761
7020	Wages, Part-time	6,200	4,200	12,000	9,300	77.5%	12,000
7110	Cafeteria Benefits	65,904	43,061	36,999	30,703	83.0%	41,875
7120	Deferred Comp	18,640	14,993	11,476	7,027	61.2%	-
7140	RHS	2,880	2,170	1,802	1,209	67.1%	2,099
7150	Medicare	9,170	7,185	5,563	3,835	68.9%	6,408
7160	PERS	181,074	65,651	92,026	48,488	52.7%	103,934
7165	Auto Allowance		5,255	3,420	1,112	32.5%	6,156
<b>Total Personnel</b>		<b>913,683</b>	<b>632,447</b>	<b>531,496</b>	<b>361,870</b>	<b>68.1%</b>	<b>596,233</b>
<b>Operations &amp; Maintenance</b>							
7205	Advertising	4,395	4,365	5,000	5,000	100.0%	4,000
7229	Education & Training	5,443	740	2,900	2,900	100.0%	2,100
7241	Meetings & Conferences	4,462	2,695	9,600	9,600	100.0%	8,500
7247	Memberships & Dues	2,300	1,450	2,500	2,500	100.0%	1,500
7253	Mileage	6,944	49	4,000	4,000	100.0%	2,000
7265	Office Supplies	581	562	1,500	1,500	100.0%	1,500
7277	Printing	-	55	-	-	0.0%	-
7289	Subscriptions	586	634	1,000	1,000	100.0%	1,000
8940	Contracted Services	64,402	78,896	262,577	240,000	91.4%	67,000
8968	Filing Fees	2,260	-	4,000	4,000	100.0%	2,000
<b>Total Operations &amp; Maint.</b>		<b>91,373</b>	<b>89,446</b>	<b>293,077</b>	<b>270,500</b>	<b>92.3%</b>	<b>89,600</b>
<b>Department Total</b>		<b>1,005,057</b>	<b>721,893</b>	<b>824,573</b>	<b>632,370</b>	<b>76.7%</b>	<b>685,833</b>

<b>Personnel Schedule</b>	<b>Actual 2015-16</b>	<b>Actual 2016-17</b>	<b>Actual 2017-18</b>	<b>Adopted 2018-19</b>
<b>Full Time:</b>				
Assistant Town Manager	1.00	0.80	0.50	0.90
Asst Director of Community Dev.	0.00	0.00	0.60	0.55
Principal Planner	1.00	1.00	0.00	0.00
Senior Planner	1.00	1.00	0.50	0.00
Associate Planner	0.84	1.00	0.50	1.00
Executive Secretary	1.00	0.90	0.75	1.00
Program Assistant	0.50	0.40	0.00	0.00
<b>Part Time:</b>				
Planning Commissioners	1.25	1.25	1.25	1.25
<b>Total FTE's:</b>	<b>6.59</b>	<b>6.35</b>	<b>4.10</b>	<b>4.70</b>

# ENGINEERING DEPARTMENT



## PROGRAM INFORMATION



The Town of Apple Valley’s Engineering Services Department plays a vital role in advancing and accomplishing the top four priorities in the Vision 2020 Goals and Objectives. **Public Safety** is Vision 2020 Goal number one, and the Engineering Department plays an important role in developing and maintaining our public safety standard as it pertains to traffic operations, traffic safety, pedestrian and bicycle safety, and any other activities in the public right of way. Working alongside the Federal Emergency Management Agency (FEMA), engineering serves as the Flood Plain Administrator managing storm related public hazards within our community. The Engineering Department is instrumental in developing the town’s **Public Infrastructure** which is Vision 2020 Goal number two. Through the annual Capital Improvement Program, the department manages the planning, design, and construction of projects to include streets, sidewalks, traffic signals, storm drains, dry wells, and traffic management related signage and markings. **Economic Development** is Vision 2020 Goal number three, and the Engineering Department plays a key role in processing, reviewing, approving, permitting and inspecting development related public infrastructure construction and on-site grading in Apple Valley. The Engineering Department works in close cooperation with Local, Regional, State and Federal Transportation agencies to develop and improve our local and regional **Transportation** network in alignment with Vision 2020 goal number 4.





**2017-18 ACCOMPLISHMENTS**

- **Road Resurfacing Projects:** Resurfaced over 50 miles of local roadways as identified in the Pavement Management System (PMS) extending the life of the streets
- **Navajo Road Rehabilitation:** Resurfaced Navajo Road from Bear Valley Road to Highway 18, repaired damaged areas, and improved drainage adjacent to the James A. Woody Community Center
- **Safe Routes to School Masterplan:** Finalized the project resulting in a comprehensive evaluation of the ten K-8 schools in the AVUSD and a list of recommended projects
- **Bear Valley Corridor Signal Study:** Retained an engineering consultant who provided the professional and technical analysis of the current traffic signal operations and overall traffic patterns within the subject corridor
- **Westmont Drive Signal Improvements:** Based on the comprehensive analysis and recommendations of a registered Traffic Engineer, the Town upgraded the Westmont Drive traffic signal leading to the southerly entrance to Lowes and the Apple Valley Towne Center
- **Apple Valley Village SR18 Corridor Enhancement Plan:** Retained a planning/engineering consultant to

provide a comprehensive analysis of accessibility, collect data from property owners and patrons, and prepare preliminary design of the Town’s original business district

- **Apple Valley South Safe Routes to School:** Retained a design engineer to prepare plans and specifications for the construction of access improvements adjacent to Apple Valley High School, Sandia Academy, and Mariana Academy
- **Lafayette @ Dale Evans Parkway Improvements:** Participated in the development of the Big Lots distribution center by improving portions of Lafayette Street at Dale Evans Parkway
- Installed **Detectable Warning Surfaces** to 135 existing ADA ramps to bring them to current standards

**2018-19 GOALS AND OBJECTIVES**

- **Rio Vista Safe Routes to School:** Prepare plans and specifications to close sidewalk gaps leading to the Rio Vista School of Applied Learning along Havasu Road and Cronese Road
- **Apple Valley Road and Highway 18 Realignment:** Continue to work with consultant to obtain Right-of-Way certification and complete the Plans and Specifications to realign the intersection of Apple Valley Road and SR 18

- **Paving Priorities:** Conduct Town-wide resurfacing based on the Town’s Pavement Management System (PMS) prioritizing local roads
- **Bear Valley Bridge:** Continue to work with consultant to obtain environmental certification from Caltrans and design for the bridge rehabilitation and widening
- **Drywell Installation:** Engineering staff will review priority areas and install new drywells to minimize flooding
- Serve as the **Flood Plain Administrator**, working with FEMA to manage storm related public hazards within our community
- **High Desert Corridor:** Continue to pursue the future development of the High Desert Corridor with Caltrans District 7 & 8, Los Angeles and San Bernardino Counties, SBCTA Los Angeles Metro,

including environmental clearance, approval, design and anticipated construction.



<b>Department Workload Indicators</b>			
	Goal FY 17-18	Actual FY 17-18	Goal FY 18-19
1. Capital Improvement Projects Construction completed	3	3	3
2. Design CIPS completed	2	3	3
3. Planning Projects reviewed and conditioned	50	80	100
4. Grading Plans reviewed and approved	60	85	100
5. Improvement Plans reviewed and approved	10	13	15
6. Parcel and Tract Maps reviewed and approved	2	4	5
7. Encroachment Permits processed	600	700	600
8. CRM (Citizen Response Management) requests processed	60	80	70
9. Traffic Collisions Data Reports recorded in database	450	446	450
10. Traffic Surveys performed	15	4	5
<b>Department Performance Measures</b>			
	Goal FY 17-18	Actual FY 17-18	Goal FY 18-19
1. Construction CIPS completed within budget	100%	100%	100%
2. Design CIPS completed within schedule	100%	100%	100%
3. Conditions of approval issued within 10 business days	100%	95%	100%
4. Grading Plans processed within allotted time*	100%	100%	100%
5. Improvement Plans processed within allotted time*	100%	100%	100%
6. Parcel and Tract Maps processed within allotted time*	100%	100%	100%
7. Encroachment Permits processed within 1 business day	100%	99%	100%
8. Responses to CRM requests within two weeks	100%	100%	100%
9. Traffic Collision Data Reports recorded in database within ten days	100%	95%	100%
10. Traffic Surveys completed within 30 days	100%	100%	100%

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

<b>ENGINEERING 1001-4410</b>							
<b>Code</b>	<b>Expenditure Classification</b>	<b>Actual Expense 2015-16</b>	<b>Actual Expense 2016-17</b>	<b>Amended Budget 2017-18</b>	<b>Estimated Expense 2017-18</b>	<b>% of Budget Expended</b>	<b>Adopted Budget 2018-19</b>
	Operations & Maintenance						
7241	Meetings & conferences	1,349	13	-	-	0.0%	-
7265	Office Supplies	156	40	300	300	100.0%	300
7277	Printing	293	199	300	300	100.0%	300
8964	Engineering Contractor	508,033	530,921	360,000	530,000	147.2%	535,000
	<b>Total Operations &amp; Maint.</b>	<b>509,832</b>	<b>531,173</b>	<b>360,600</b>	<b>530,600</b>	<b>147.1%</b>	<b>535,600</b>
	<b>Department Total</b>	<b>509,832</b>	<b>531,173</b>	<b>360,600</b>	<b>530,600</b>	<b>147.1%</b>	<b>535,600</b>

# ECONOMIC DEVELOPMENT



## DESCRIPTION

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

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

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



Big Lots graded site as viewed from Bell Mountain

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

## PROGRAM CHANGES FOR FY 2018-19

Economic Development staff will market the development of the Big Lots Distribution Center, and other recent successes, as proof-positive that Apple Valley is a cost-competitive alternative to the rising costs and declining land availability in the Inland Empire, one of the hottest industrial markets in the nation. Staff will continue to target business and real estate executives, industry professionals and site selection consultants, to expand the awareness of the Town’s available residential, hospitality, commercial and industrial development opportunities. Services will also focus on strategic media placement and direct engagement with targeted job creators. Staff will continue to support small business development opportunities, including administering the Apple Seed Small Business Loan Program, the Shop Apple Valley campaign, and continuing its overall engagement with the local business community.

## 2017-18 HIGHLIGHTS

- Big Lots commences development on 1.3 million sq. ft. distribution center in December 2017
- Town Council approved a Transient Occupancy Tax Reimbursement Agreement, used to attract Apple Valley's first modern-day hotel
- Town Council allowed for the developer of Apple Valley Gateway to extend power lines overhead, thus driving down the cost of offsite infrastructure improvements into north Apple Valley
- Welcomed openings for Wing Stop, Yogurtland, and more
- Helped lead regional Opportunity High Desert (OHD) marketing partnership
- Continued Shop Local Campaign, Business Visitation Program and Small Business Loan Program
- Exhibited, presented, moderated or attended retail and industry association events including High Desert Opportunity, NAIOP, Team California's Meet the Site Selection Consultants Forum, IAMC, ICSC, CBC Real Estate Symposium
- Served as board member or liaison to Team California, High Desert Opportunity and AV Village PBID Association



Town representatives attend retail tradeshow

## 2018-19 GOALS AND OBJECTIVES

- Market Apple Valley as a proven location for business development and cost-effective alternative to Inland Empire and other areas
- Launch Small Business ADA Improvement Program
- Secure partners to develop Entrepreneurs Incubator Program
- Cultivate relationships with site selection consultants and commercial real estate professionals and business owners
  - Advocate for legislation to create and fund state economic development tools and programs
  - Manage lead generation and business development relations, including responses to requests for information from site selectors
  - Update marketing material and grow media placement and advertising efforts including updates to website
  - Support local business community through resource connections, including Shop Local campaign and Apple Seed Small Business Loans
- Partner with educational and workforce development organizations to enhance labor quality
- Pursue professional development and certification, including ongoing formal education

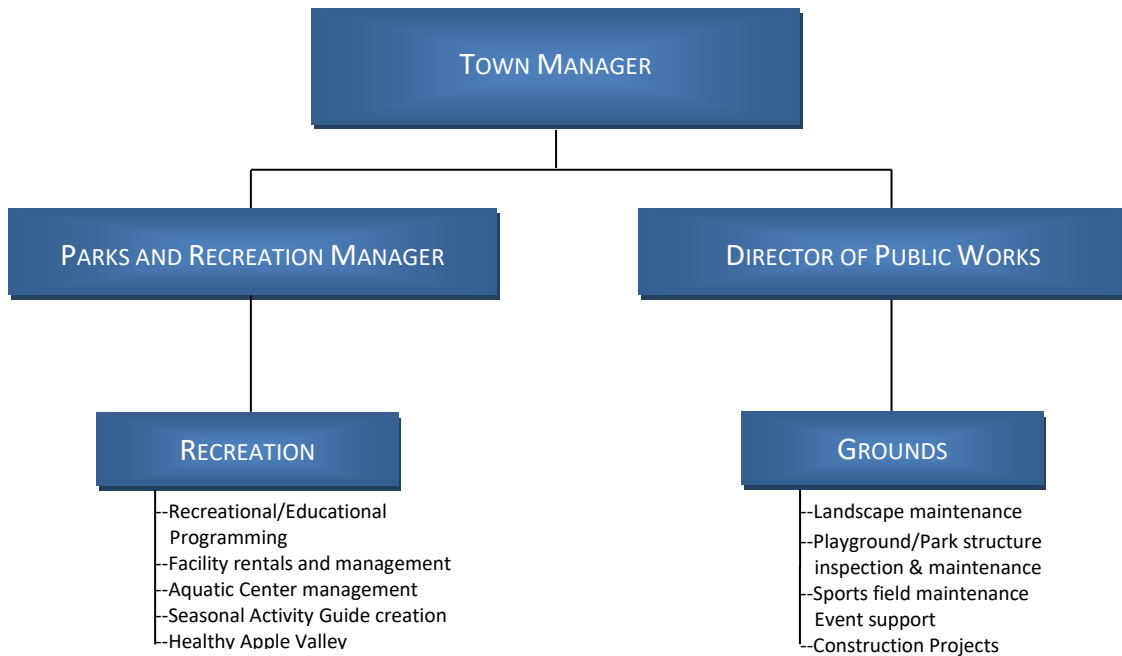
Workload Indicators					
			Actual FY16-17	Estimated FY17-18	Goal FY18-19
Shop Local Business Spotlights			40	40	40
Correspondence with Business Prospects			85	100	100
Business Attraction Meetings and Site Tours			50	40	50
Media Placements in Industry Publications			12	15	15
Industry Conferences and Tradeshows			5	5	5
Create New Initiative, Program or Service			2	1	2
Economic Development Boards/Committees			4	3	2
Speaking Engagements			5	5	12
Fund Apple Seed Small Business Loans			1	1	3
Distribute eNewsletter or Press Releases			1	4	6
Performance Measures					
			Actual FY16-17	Estimated FY17-18	Goal FY17-18
Conduct at least 40 business prospect meetings			100%	100%	100%
Visit at least 40 existing businesses			100%	100%	100%
Respond to Site Selectors by Deadline			100%	100%	100%

**ECONOMIC DEVELOPMENT 1001-4310**

<b>Code</b>	<b>Revenue Classification</b>	<b>Actual Expense 2015-16</b>	<b>Actual Expense 2016-17</b>	<b>Amended Budget 2017-18</b>	<b>Estimated Expense 2017-18</b>	<b>% of Budget Expended</b>	<b>Adopted Budget 2018-19</b>
<b>Personnel Services</b>							
7010	Salaries & Wages	-	-	-	-	0%	47,370
7020	Wages Part-Time	18,325	6,305	-	-	0%	-
7025	Part-Time Sick Leave	77	-	-	-	0%	-
7110	Cafeteria Benefits	-	-	-	-	0%	7,071
7120	Deferred Comp	-	-	-	-	0%	-
7140	RHS	-	-	-	-	0%	231
7150	Medicare	269	91	-	-	0%	687
7160	PERS	457	140	-	-	0%	13,034
7170	Direct Loan Costs	(1,100)	-	-	-	0%	-
<b>Total Personnel</b>		<b>18,028</b>	<b>6,536</b>	<b>-</b>	<b>-</b>	<b>0%</b>	<b>68,393</b>
<b>Operations &amp; Maintenance</b>							
7205	Advertising	17,725	28,193	18,000	18,000	100%	19,250
7229	Education & Training	5,091	8,274	4,000	4,000	100%	1,000
7241	Meetings & Conferences	2,956	3,662	3,000	2,000	67%	3,000
7247	Memberships & Dues	4,095	4,875	3,375	5,000	148%	5,875
7253	Mileage	309	904	2,000	2,000	100%	2,000
7259	Miscellaneous	-	120	-	-	0%	-
7265	Office Supplies	215	124	250	250	100%	250
7271	Postage	-	805	2,000	500	25%	2,000
7277	Printing	6,386	2,118	7,000	5,000	71%	6,000
7289	Subscriptions	2,215	4,330	2,200	4,000	182%	1,200
7330	Hardware/Software	268	212	500	500	100%	500
7515	Marketing	5,275	4,936	9,682	5,000	52%	6,000
7584	Sponsorships	4,250	2,950	4,000	4,000	100%	9,000
7640	Events & Tradeshow	26,481	18,998	32,000	10,000	31%	28,000
8940	Contracted Services	15,115	11,908	26,550	25,000	94%	13,400
<b>Total Operations and Maintenance</b>		<b>90,381</b>	<b>92,410</b>	<b>114,557</b>	<b>85,250</b>	<b>74%</b>	<b>97,475</b>
<b>Department Total</b>		<b>108,409</b>	<b>98,946</b>	<b>114,557</b>	<b>85,250</b>	<b>74%</b>	<b>165,868</b>

	<b>Actual 2015-16</b>	<b>Actual 2016-17</b>	<b>Actual 2017-18</b>	<b>Adopted 2018-19</b>
<b>Personnel Schedule</b>				
<b>Full Time:</b>				
Administrative Secretary	0.00	0.00	0.00	0.75
<b>Part Time:</b>				
Program Assistant	0.68	0.50	0.00	0.00
<b>Total FTE's:</b>	<b>0.68</b>	<b>0.50</b>	<b>0.00</b>	<b>0.75</b>

# PARKS AND RECREATION



## DEPARTMENT DESCRIPTION

**Grounds:** The Division is responsible for all landscaping, turf management, sports field maintenance and small improvement projects in the Town’s 12 parks and 139 acres of developed land. The Division is also responsible to maintain and ensure that all playground and recreation use areas in the parks are safe as well as all other amenities such as our dog park. Lastly, the Division is responsible for event support for many of the various departments throughout the Town. Management of this Division became a function under the Public Works umbrella in 2013. 2018-19 FTEs – 10.28.



**Recreation:** The Division is responsible for the coordination and delivery of full-service leisure and recreation programs. Program areas include but are not limited to: adult and youth sports, liaison to more than a half dozen parent-led sports organizations, a full line of contract classes for toddlers through seniors, operation of an after- school program at seven school campuses, Healthy Apple Valley program and management of a year-round Aquatic Center. The Recreation Division is also responsible for creating an in-house activity guide three times a year. 2018-19 FTEs – 27.31

## 2018-2019 PROGRAMMATIC CHANGES

The Parks and Recreation Department, continues to apply strategies outlined in the Town's Vision 2020 Strategic Plan in an effort to maintain the Town's network of parkland and recreational opportunities. Budgetary constraints continue to limit capital projects and if possible, preventive maintenance is deferred or minimized.

The management of the Ground's Division is a function within the Public Works Department. This was done to take advantage of opportunities to improve the efficiency in the maintenance function because of comparable job duties within the Public Work's Division.

**Maintenance of Parks** – The Park's maintenance budget does not include funding for regular fertilization and over seeding and topdressing of sports fields is again not including in this year's budget request. Due to budgetary constraints as well as efforts and requirements from the State regarding the drought. As a continued practice, this has caused the turf to become nutrient deficient and thinner, have a yellowish tint, increased weed growth and use the water less effectively. This practice has resulted in a greater notice of wear in most of our parks. Additionally, field use is at capacity and does not allow us to take fields out of service on a regular basis for repairs and regular maintenance.

A funding request has been placed in playground maintenance funds where safety surfacing replacement is a requirement. Other than these requests, the allocation request in playgrounds is at a level that allows for minor repairs. Larger expenditure needs could require taking play equipment out of service rather than repair.

**Capital Requests/Fixed Assets** – FY 2018-19 budget requests includes capital project requests for a number of much needed maintenance and improvement projects. There is a request to replace the fence at Norm Schmidt Park, to replace the fence around the well at Mendel Park, to replace the slide at Corwin Park, to purchase an electrical meter control panel for the well at Horsemen's Center and to have SCADA and tank level controls for the well. Additionally, capital projects that are contingent on CDBG allocations include the slurry seal the James Woody Park parking lot, the replacement of the playground at Corwin Park, the installation of a restroom at Mendel Park and the installation of security camera system throughout James Woody.

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

The Town's large scale Special Event Programming continues to provide many events with a goal of 60% cost recovery.

## 2017-2018 HIGHLIGHTS

- Implemented a new recreation management software program called Etrak and included online registration.
- Resurfaced the outdoor basketball court at Brewster Park.
- Replaced the lighting in the Michael H. Martin Gymnasium.
- Installed new front playground at James Woody Park.
- Replaced lighting in front parking lot of James Woody Park.
- Partnered with the AVPAL program to offer our first Trunk or Treat event and had over 1,000 people attend.
- Started pickle ball drop in program and held our first pickle ball league.
- Installed new or replaced concrete pad at James Woody Park-Field #1 and concrete walkways around the front playground.



## 2018-19 GOALS AND OBJECTIVES

- Replacing the playground equipment at Corwin Park.
- Work with partners to reduce consumption and increase efficiency in operations wherever possible.
- Install security camera system at James Woody Park.
- Install a new restroom at Mendel Park.
- Develop a formal cost recovery policy for all programming areas.
- Resurface parking lot at James Woody Community Center.
- Install concrete border around the Yucca Loma playground.

- Reach the capacity of 500 participants at our Reverse Triathlon this year.
- Increase cost recovery of large scale special events to 60%.
- Increase Marketing for our rental facilities.
- Establish a Farmer's Market or fresh vegetable and Fruit alternative.
- Increase marketing and attendance at Aquatic Center.

<b>Department Workload Indicators – Parks and Recreation</b>				
	Actual FY 15-16	Actual FY 16-17	Estimated FY 17-18	Goal FY 18-19
Aquatic Center(AC) participants	78,500	75,413	72,500	75,000
Volunteer hours donated	5,250	4,411.5	4,500	6,000
After School participants	6,200	6608	7,594	8,100
Park and Facility Rentals	11,875	11512	12,000	12,000
Number of participants responding to Customer service surveys	NA	445	500	600

<b>Department Performance Measures – Parks and Recreation</b>				
	Actual FY 15-16	Actual FY 16-17	Estimated FY 17-18	Goal FY 18-19
Success rate of classes and programs	92.8%	91.2%	90%	95%
Instructor Class Program Cost Recovery	94.7%	98.2%	92%	96%
% of Customer Survey Respondents rating our programs as good or better	NA	89.5%	92%	95%
% of Cost Recovery for large scale special events	56%	38%	35%	60%
% of program registrations occurring online	NA	NA	25%	40%
% of on-site evaluations completed	NA	NA	10%	25%
% of Staff Class visits	NA	NA	20%	25%

## PARKS & RECREATION

TOTAL BUDGET - \$3,010,481

The Park and Recreation Department is responsible for scheduling use of all Town parks and facilities. In addition the department coordinates and implements a vast community recreation program including sports, classes, and events that, "Provide a Better Way to Live and Play!" To better manage departmental expenditures, all Grant and Quimby related funds have been budgeted separately. The Civic Center Park Aquatic Center budget reflects a year-round operating season including operational expenses for winter months, anticipating that the school district will rent the facility during those months as they have done in the past.

### Reverse Triathlon 2017



PARKS & RECREATION 2510							
Code	Expenditure Classification	Actual Expense 2015-16	Actual Expense 2016-17	Amended Budget 2017-18	Estimated Expense 2017-18	% of Budget Expended	Adopted Budget 2018-19
<b>Parks &amp; Recreation - Expenditures</b>							
6110	Brewster Park						
7010	Salaries & Wages	32,544	34,534	35,843	37,339	104.2%	3,293
7020	Wages Part-Time	4,784	8,902	9,902	10,030	101.3%	10,122
7030	Wages Overtime	176	191	-	479.00	0.0%	-
7110	Cafeteria Benefits	7,489	7,124	7,549	7,651	101.4%	7,314
7120	Deferred Comp	306	282	286	291	101.7%	-
7140	RHS	159	167	175	174	99.4%	165
7150	Medicare	573	668	663	726	109.5%	629
7160	PERS	4,491	(28,162)	4,557	3,729	81.8%	3,892
	<b>Sub-Total Personnel</b>	<b>50,521</b>	<b>23,706</b>	<b>58,975</b>	<b>60,419</b>	<b>102.4%</b>	<b>25,415</b>
7223	Disposal Services	417	438	500	650	130.0%	500
7253	Mileage Exp/Allowance	131	-	-	-	0.0%	-
7295-0847	Utilities - Electricity Usage	4,194	3,506	4,000	4,000	100.0%	4,000
7295-0849	Utilities - Water Usage	185,820	281,975	210,000	210,000	100.0%	210,000
7367	Signing	-	-	50	-	0.0%	45
7383	Vandalism Repairs	149	5	150	150	100.0%	135
7655	Building Maintenance	14,082	-	-	-	0.0%	-
7755	Grounds Maintenance	4,018	9,603	5,000	15,000	300.0%	4,500
7760-2000	Playground Maintenance	202	-	1,200	1,200	100.0%	1,080
7765-1000	Sports Field Maintenance	6,857	614	3,000	3,000	100.0%	2,700
7770	Sports Field Light Maintenance	2,254	757	1,400	1,500	107.1%	1,500
7775	Sports Field Lighting Usage	-	2,420	10,000	3,800	38.0%	7,000
7780	Irrigation Supplies	948	6,423	4,000	4,000	100.0%	3,600
9039	Equipment Rental	-	-	350	-	0.0%	315
7588	Tire Grant - Park	-	-	140,520	140,520	100.0%	-
9300	Capital Projects	-	-	-	-	0.0%	-
9860	Interest	-	47,109	-	-	0.0%	-
	<b>Sub-Total - Brewster Park</b>	<b>269,594</b>	<b>376,558</b>	<b>439,145</b>	<b>444,239</b>	<b>101.2%</b>	<b>260,790</b>
6130	Civic Center Park						
7010	Salaries & Wages	35,745	66,512	70,390	95,796	136.1%	67,857
7020	Wages Part-Time	3,766	7,009	7,796	7,493	96.1%	7,970
7030	Wages Overtime	111	435	-	1,446	0.0%	-
7110	Cafeteria Benefits	9,924	16,070	17,864	23,173	129.7%	17,649
7120	Deferred Compensation	306	283	286	291	101.7%	-
7140	RHS	175	325	348	452	129.9%	338
7150	Medicare	557	1,129	1,134	1,618	142.7%	1,099
7160	PERS	5,270	6,469	7,237	7,787	107.6%	6,836
	<b>Sub-Total Personnel</b>	<b>55,854</b>	<b>98,231</b>	<b>105,055</b>	<b>138,056</b>	<b>131.4%</b>	<b>101,749</b>
7223	Disposal Services	2,023	2,016	2,200	2,600	118.2%	2,200
7253	Mileage Exp/Allowance	130	-	-	-	0.0%	-
7295-0849	Utilities - Water Usage	73,710	103,441	120,000	135,000	112.5%	120,000
7310	Assessment District Costs	-	-	-	-	0.0%	-
7367	Signing	-	97	50	200	400.0%	45
7383	Vandalism Repairs	-	5	400	400	100.0%	360
7655	Building Maintenance	62	-	-	-	0.0%	-
7755	Grounds Maintenance	7,149	14,577	10,000	17,000	170.0%	9,000
7760-2000	Playground Maintenance	-	-	500	2,500	500.0%	450
7765-1000	Sports Field Maintenance	2,580	-	-	-	0.0%	-
7780	Irrigation Supplies	1,297	2,206	1,500	10,000	666.7%	1,350
9039	Equipment Rental	-	-	250	-	0.0%	225
9120	Capital Equipment	-	-	-	-	0.0%	-
	<b>Sub-Total - Civic Center Park</b>	<b>142,805</b>	<b>220,574</b>	<b>239,955</b>	<b>305,756</b>	<b>127.4%</b>	<b>235,379</b>

PARKS & RECREATION 2510							
Code	Expenditure Classification	Actual Expense 2015-16	Actual Expense 2016-17	Amended Budget 2017-18	Estimated Expense 2017-18	% of Budget Expended	Adopted Budget 2018-19
6150	Corwin Park						
7010	Salaries & Wages	15,614	16,913	18,088	19,079	105.5%	15,046
7020	Wages Part-Time	606	1,127	1,253	1,205	96.2%	1,281
7030	Wages Overtime	27	114	-	155	0.0%	-
7110	Cafeteria Benefits	2,785	2,628	2,872	2,932	102.1%	2,363
7120	Deferred Compensation	306	282	286	291	101.7%	-
7140	RHS	75	80	86	85	98.8%	74
7150	Medicare	240	266	280	301	107.5%	237
7160	PERS	3,011	2,849	3,394	2,526	74.4%	2,610
	<b>Sub-Total Personnel</b>	<b>22,664</b>	<b>24,260</b>	<b>26,259</b>	<b>26,574</b>	<b>101.2%</b>	<b>21,611</b>
7223	Disposal Services	605	604	700	850	121.4%	700
7253	Mileage Exp/Allowance	131	-	-	-	0.0%	-
7295-0847	Utilities - Electricity Usage	1,215	1,104	1,100	1,200	109.1%	1,100
7295-0849	Utilities - Water Usage	21,917	29,186	30,000	35,000	116.7%	30,000
7367	Signing	-	-	-	-	0.0%	-
7383	Vandalism Repairs	1,123	2	100	100	100.0%	90
7655	Building Maintenance	-	-	-	-	0.0%	-
7755	Grounds Maintenance	-	4,982	1,500	6,000	400.0%	1,350
7760-2000	Playground Maintenance	-	-	1,300	1,300	100.0%	1,170
7780	Irrigation Supplies	311	557	500	800	160.0%	450
9039	Equipment Rental	-	-	250	-	0.0%	225
9120	Capital Equipment	-	-	-	-	0.0%	-
	<b>Sub-Total - Corwin Park</b>	<b>47,965</b>	<b>60,695</b>	<b>61,709</b>	<b>71,824</b>	<b>116.4%</b>	<b>56,696</b>
6190	Parks Ground Operations						
7025	Part-Time Sick Leave	104	598	-	1,215	0.0%	-
7150	Medicare	2	9	-	18	0.0%	-
7180	Uniform Expenses	4,309	3,439	5,000	5,000	100.0%	5,000
7229	Education & Training	965	90	-	700	0.0%	700
7241	Meetings & Conferences	286	347	-	200.00	0.0%	-
7247	Memberships & Dues	63	105	-	175	0.0%	150
7253	Mileage Exp/Allowance	-	-	-	-	0.0%	-
7259	Misc Costs	-	398	200	200	100.0%	100
7265	Office Supplies	3	12	-	70.00	0.0%	-
7277	Printing	-	-	-	-	0.0%	-
7295-0109	Utilities-Phones	9,874	7,370	6,000	7,500	125.0%	6,000
7295-0847	Utilities-Electricity Usage	5,227	5,285	5,000	5,000	100.0%	5,000
7330	Hardware/Software Supplies/Exp	-	-	100	0	0.0%	-
7360	Safety & Security	569	1,398	500	750	150.0%	450
7375	Staff Services	-	-	-	-	0.0%	-
7383	Vandalism Repairs	-	-	-	-	0.0%	-
7655	Building Maintenance	-	-	-	-	0.0%	-
7755	Grounds Maint	-	-	-	-	0.0%	-
7780	Sprinkler Supplies	-	-	-	50.00	0.0%	-
7970	Small tools	2,997	5,170	4,000	6,000	150.0%	3,600
8940	Contract Services	-	1,743	5,000	1,200	24.0%	4,500
9013	Communications Equip	127	1,291	-	-	0.0%	-
9026	Equipment Maintenance	3,482	8,477	15,000	15,000	100.0%	13,500
9052	Gasoline, Diesel, Oil	31,015	34,476	50,000	40,000	80.0%	45,000
9078	Safety Equipment	103	1,219	1,500	1,500	100.0%	1,350
9091	Vehicle Maintenance	6,590	10,792	13,000	13,000	100.0%	11,700
9120	Capital Equipment	-	-	3,750	-	0.0%	-
9999	Transfer - 5010	-	-	-	-	0.0%	-
9999	Administrative Overhead	455,148	448,842	-	-	0.0%	-
	<b>Sub-Total - Parks Grounds Operations</b>	<b>520,862</b>	<b>531,060</b>	<b>109,050</b>	<b>97,578</b>	<b>89.5%</b>	<b>97,050</b>

PARKS & RECREATION 2510							
Code	Expenditure Classification	Actual Expense 2015-16	Actual Expense 2016-17	Amended Budget 2017-18	Estimated Expense 2017-18	% of Budget Expended	Adopted Budget 2018-19
6210	Horsemen's Center						
7010	Salaries & Wages	31,484	33,454	34,731	36,160	104.1%	32,100
7020	Wages Part-Time	3,423	6,370	7,086	6,811	96.1%	7,243
7030	Wages Overtime	172	186	-	470	0.0%	-
7110	Cafeteria Benefits	7,111	6,839	7,252	7,350	101.4%	7,017
7120	Deferred Compensation	306	282	286	291	101.7%	-
7140	RHS	153	162	169	169	100.0%	159
7150	Medicare	539	615	606	665	109.7%	465
7160	PERS	4,362	3,925	4,464	3,602	80.7%	3,787
	<b>Sub-Total Personnel</b>	<b>47,550</b>	<b>51,833</b>	<b>54,594</b>	<b>55,518</b>	<b>101.7%</b>	<b>50,771</b>
7180	Uniforms	-	-	-	-	0.0%	-
7223	Disposal	143	1,807	750	750	100.0%	750
7253	Mileage Exp/Allowance	131	-	-	-	0.0%	-
7295-0847	Utilities - Electricity Usage	7,102	9,190	8,000	10,000	125.0%	8,000
7295-0849	Utilities - Water Usage	2,029	757	500	100	20.0%	500
7367	Signing	-	-	100	-	0.0%	90
7383	Vandalism Repairs	-	3	150	150	100.0%	135
7655	Building Maintenance	-	-	500	500	100.0%	450
7755	Grounds Maintenance	7,811	22,259	3,500	3,500	100.0%	3,150
7760-2000	Playground Maintenance	-	231	500	500	100.0%	450
7765-1000	Sports Field Maintenance	-	-	500	500	100.0%	450
7770	Sports Field Light Maintenance	-	19	250	150	60.0%	200
7780	Irrigation Supplies	30,015	42,599	4,000	30,000	750.0%	3,600
9039	Equipment Rental	-	-	350	-	0.0%	315
9300	Capital Projects	-	-	-	-	0.0%	-
	<b>Sub-Total - Horsemen's Center</b>	<b>94,782</b>	<b>128,698</b>	<b>73,694</b>	<b>101,668</b>	<b>138.0%</b>	<b>68,861</b>
6230	James Woody Community Center Park						
7010	Salaries & Wages	41,836	19,643	45,855	15,519	33.8%	43,515
7020	Wages Part-Time	8,336	18,377	22,270	23,784	106.8%	22,763
7030	Wages Overtime	22	109	-	47	0.0%	-
7110	Cafeteria Benefits	10,627	4,620	10,985	2,280	20.8%	10,751
7120	Deferred Compensation	306	282	286	291	101.7%	-
7140	RHS	205	115	225	69	30.7%	216
7150	Medicare	773	577	988	573	58.0%	961
7160	PERS	5,265	3,030	5,194	2,041	39.3%	4,592
	<b>Sub-Total Personnel</b>	<b>67,369</b>	<b>46,753</b>	<b>85,803</b>	<b>44,604</b>	<b>52.0%</b>	<b>82,798</b>
7223	Disposal Services	2,628	2,111	4,900	4,500	91.8%	4,900
7253	Mileage Exp/Allowance	131	-	-	-	0.0%	-
7295-0847	Utilities - Electricity Usage	2,235	4,049	3,300	7,000	212.1%	3,300
7295-0849	Utilities - Water Usage	101,641	150,467	120,000	130,000	108.3%	120,000
7310	Assessment District Costs	1,939	1,939	3,900	1,950	50.0%	2,000
7367	Signing	-	185	100	50	50.0%	90
7383	Vandalism Repairs	-	5	1,000	500	50.0%	900
7655	Building Maintenance	-	-	-	-	0.0%	-
7755	Grounds Maintenance	6,766	23,801	7,500	7,500	100.0%	6,750
7760-2000	Playground Maintenance	306	776	2,200	2,000	90.9%	1,980
7765-1000	Sports Field Maintenance	2,405	2,234	2,500	2,500	100.0%	2,250
7770	Sports Field Lighting Maintenance	1,535	2,155	2,000	2,154	107.7%	2,200
7775	Sports Field Lighting Usage	3,231	2,985	6,500	2,984	45.9%	5,500
7780	Irrigation Supplies	592	4,087	3,200	5,000	156.3%	2,880
9039	Equipment Rental	-	-	250	-	0.0%	225
9300	Capital Equipment	-	-	-	-	0.0%	-
9418-5000	James Woody Park Damage 2013	-	-	-	-	0.0%	-
	<b>Sub-Total - J Woody Comm Center Par</b>	<b>190,781</b>	<b>241,547</b>	<b>243,153</b>	<b>210,742</b>	<b>86.7%</b>	<b>235,773</b>

PARKS & RECREATION 2510							
Code	Expenditure Classification	Actual Expense 2015-16	Actual Expense 2016-17	Amended Budget 2017-18	Estimated Expense 2017-18	% of Budget Expended	Adopted Budget 2018-19
6250	Lions Park						
7010	Salaries & Wages	14,555	15,830	16,975	17,905	105.5%	13,908
7020	Wages Part-Time	266	496	552	530	96.0%	564
7030	Wages Overtime	22	109	-	280	0.0%	-
7110	Cafeteria Benefits	2,409	2,343	2,575	2,632	102.2%	2,339
7120	Deferred Compensation	306	282	286	291	101.7%	-
7140	RHS	69	75	81	80	98.8%	68
7150	Medicare	223	241	254	273	107.5%	210
7160	PERS	2,891	2,758	3,299	2,437	73.9%	2,503
	<b>Sub-Total Personnel</b>	<b>20,742</b>	<b>22,133</b>	<b>24,022</b>	<b>24,428</b>	<b>101.7%</b>	<b>19,592</b>
7223	Disposal Services	683	587	700	1,000	142.9%	700
7253	Mileage Exp/Allowance	131	-	-	-	0.0%	-
7295-0847	Utilities - Electricity Usage	309	291	300	300	100.0%	300
7295-0848	Utilities - Water Usage	7,131	13,495	12,000	20,000	166.7%	12,000
7755	Grounds Maintenance	609	1,677	600	2,500	416.7%	540
7780	Irrigation Supplies	73	214	250	500	200.0%	225
	<b>Sub-Total - Lions Park</b>	<b>29,677</b>	<b>38,397</b>	<b>37,872</b>	<b>48,728</b>	<b>128.7%</b>	<b>33,357</b>
6270	Mendel Park						
7010	Salaries & Wages	27,198	19,438	28,952	17,905	61.8%	24,476
7020	Wages Part-Time	606	1,127	1,253	1,205	96.2%	1,281
7030	Wages Overtime	22	165	-	280	0.0%	-
7110	Cafeteria Benefits	4,820	3,372	5,662	2,632	46.5%	5,423
7120	Deferred Compensation	306	282	286	291	101.7%	-
7140	RHS	128	93	140	78	55.7%	131
7150	Medicare	416	310	438	283	64.6%	355
7160	PERS	6,632	2,997	4,085	2,439	59.7%	3,249
	<b>Sub-Total Personnel</b>	<b>40,126</b>	<b>27,785</b>	<b>40,816</b>	<b>25,113</b>	<b>61.5%</b>	<b>34,915</b>
7223	Disposal Services	935	1,061	900	1,000	111.1%	900
7253	Mileage Exp/Allowance	131	-	-	-	0.0%	-
7295-0847	Utilities - Electricity Usage	6,564	6,614	6,600	9,000	136.4%	6,600
7295-0849	Utilities - Water Usage	419	816	150	150	100.0%	150
7367	Signing	-	-	-	-	0.0%	-
7383	Vandalism Repairs	-	6	150	150	100.0%	135
7755	Grounds Maintenance	4,835	3,616	5,000	5,000	100.0%	4,500
7760-2000	Playground Maintenance	1,786	-	1,250	1,250	100.0%	1,125
7765-1000	Sports Field Maintenance	5	-	500	300	60.0%	450
7770	Sports Fields Light Maintenance	-	-	-	-	0.0%	-
7780	Irrigation Supplies	160	759	750	750	100.0%	675
9039	Equipment Rental	-	-	150	-	0.0%	135
9120	Capital Equipment	-	-	-	-	0.0%	-
9300	Capital Projects	-	-	-	-	0.0%	-
	<b>Sub-Total - Mendel Park</b>	<b>54,961</b>	<b>40,657</b>	<b>56,266</b>	<b>42,713</b>	<b>75.9%</b>	<b>49,585</b>
6290	Cramer Family Park						
7295-0847	Utilities - Electricity Usage	-	-	-	-	0.0%	-
7310	Assessment District Costs	-	-	-	-	0.0%	-
	<b>Sub-Total - Cramer Family Park</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>
6310	Schmidt Park						
7010	Salaries & Wages	27,199	19,033	28,976	17,906	61.8%	24,476
7020	Wages Part-Time	524	977	1,086	1,086	100.0%	1,110
7030	Wages Overtime	22	165	-	280	0.0%	-
7110	Cafeteria Benefits	4,820	3,371	5,662	2,632	46.5%	5,423
7120	Deferred Compensation	306	282	286	291	101.7%	-
7140	RHS	128	93	141	80	56.7%	121
7150	Medicare	414	307	436	281	64.4%	371
7160	PERS	6,631	2,996	4,086	2,437	59.6%	3,249
	<b>Sub-Total Personnel</b>	<b>40,045</b>	<b>27,224</b>	<b>40,673</b>	<b>24,993</b>	<b>61.4%</b>	<b>34,750</b>

PARKS & RECREATION 2510							
Code	Expenditure Classification	Actual Expense 2015-16	Actual Expense 2016-17	Amended Budget 2017-18	Estimated Expense 2017-18	% of Budget Expended	Adopted Budget 2018-19
	7223 Disposal Services	935	809	900	1,000	111.1%	900
	7253 Mileage Exp/Allowance	131	-	-	-	0.0%	-
	7295-0847 Utilities - Electricity Usage	356	324	450	450	100.0%	450
	7295-0849 Utilities - Water Usage	29,318	42,066	34,000	50,000	147.1%	34,000
	7367 Signing	-	-	-	-	0.0%	-
	7383 Vandalism Repairs	427	1	100	100	100.0%	90
	7755 Grounds Maintenance	-	1,184	1,000	1,000	100.0%	900
	7760-2000 Playground Maintenance	-	2,248	1,000	500	50.0%	900
	7780 Irrigation Supplies	139	914	250	600	240.0%	225
	9039 Equipment Rental	-	-	150	-	0.0%	135
	9120 Capital Equipment	-	-	-	-	0.0%	17,000
	9300 Capital Projects	-	-	3,000	-	0.0%	-
	<b>Sub-Total - Schmidt Park</b>	<b>71,351</b>	<b>74,771</b>	<b>81,523</b>	<b>78,643</b>	<b>96.5%</b>	<b>89,350</b>
6330	Sycamore Rocks Park						
	7010 Salaries & Wages	15,614	16,910	18,087	19,084	105.5%	15,046
	7020 Wages Part-Time	1,543	2,869	3,197	3,064	95.8%	3,264
	7030 Wages Overtime	27	114	-	289	0.0%	-
	7110 Cafeteria Benefits	2,785	2,628	2,872	2,931	102.1%	2,636
	7120 Deferred Compensation	306	282	286	291	101.7%	-
	7140 RHS	75	80	86	85	98.8%	74
	7150 Medicare	256	292	309	327	105.8%	266
	7160 PERS	3,020	2,858	3,394	2,530	74.5%	2,610
	<b>Sub-Total Personnel</b>	<b>23,625</b>	<b>26,033</b>	<b>28,231</b>	<b>28,601</b>	<b>101.3%</b>	<b>23,896</b>
	7223 Disposal Services	965	821	950	1,000	105.3%	950
	7253 Mileage Exp/Allowance	131	-	-	-	0.0%	-
	7295-0849 Utilities - Water Usage	280	5,439	700	2,000	285.7%	700
	7383 Vandalism Repairs	-	3	400	200	50.0%	360
	7755 Grounds Maintenance	1,127	2,143	5,000	5,000	100.0%	4,500
	7760-2000 Playground Maintenance	135	-	750	750	100.0%	675
	7780 Irrigation Supplies	257	580	400	1,600	400.0%	360
	9039 Equipment Rental	-	-	250	-	0.0%	225
	<b>Sub-Total - Sycamore Rocks Park</b>	<b>26,519</b>	<b>35,019</b>	<b>36,681</b>	<b>39,151</b>	<b>106.7%</b>	<b>31,666</b>
6350	3-Diamond Skate Park						
	7010 Salaries & Wages	3,031	431	3,287	2,471	75.2%	3,370
	7020 Wages Part-Time	481	821	1,044	770	73.8%	1,068
	7030 Wages Overtime	-	-	-	103	0.0%	-
	7110 Cafeteria Benefits	913	253	935	352	37.6%	935
	7140 RHS	15	4	16	11	68.8%	17
	7150 Medicare	55	20	63	49	77.8%	64
	7160 PERS	264	31	216	396	183.3%	238
	<b>Sub-Total Personnel</b>	<b>4,759.71</b>	<b>1,561.13</b>	<b>5,561</b>	<b>4,152</b>	<b>74.7%</b>	<b>5,692</b>
	7367 Signing	-	-	100	0	0.0%	90
	7383 Vandalism Repairs	73	363	300	300	100.0%	270
	7755 Grounds Maintenance	-	-	-	-	0.0%	-
	<b>Sub-Total - 3-Diamond Skate Park</b>	<b>4,833</b>	<b>1,924</b>	<b>5,961</b>	<b>4,452</b>	<b>74.7%</b>	<b>6,052</b>
6370	Thunderbird Park						
	7010 Salaries & Wages	15,614	16,908	18,087	19,085	105.5%	15,046
	7020 Wages Part-Time	2,019	3,756	4,178	4,016	96.1%	4,271
	7030 Wages Overtime	27	114	-	289	0.0%	-
	7110 Cafeteria Benefits	2,785	2,628	2,872	2,932	102.1%	2,636
	7120 Deferred Compensation	306	282	286	291	101.7%	-
	7140 RHS	75	80	86	85	98.8%	74
	7150 Medicare	263	304	323	341	105.6%	280
	7160 PERS	3,024	2,862	3,394	2,530	74.5%	2,610
	<b>Sub-Total Personnel</b>	<b>24,111</b>	<b>26,934</b>	<b>29,226</b>	<b>29,569</b>	<b>101.2%</b>	<b>24,917</b>

PARKS & RECREATION 2510							
Code	Expenditure Classification	Actual Expense 2015-16	Actual Expense 2016-17	Amended Budget 2017-18	Estimated Expense 2017-18	% of Budget Expended	Adopted Budget 2018-19
	7223 Disposal Services	1,022	766	500	600	120.0%	500
	7253 Mileage Exp/Allowance	131	-	-	-	0.0%	-
	7295-0847 Utilities - Electricity Usage	312	322	750	700	93.3%	750
	7295-0849 Utilities - Water Usage	29,274	44,272	40,000	60,000	150.0%	40,000
	7383 Vandalism Repairs	-	3	100	100	100.0%	90
	7755 Grounds Maintenance	1,029	5,556	1,500	2,000	133.3%	1,350
	7760-2000 Playground Maintenance	-	-	200	200	100.0%	180
	7780 Irrigation Supplies	302	1,338	500	1,200	240.0%	450
	9039 Equipment Rental	-	-	150	-	0.0%	135
	<b>Sub-Total - Thunderbird Park</b>	<b>56,181</b>	<b>79,192</b>	<b>72,926</b>	<b>94,369</b>	<b>129.4%</b>	<b>68,372</b>
6380	Virginia Park						
	7010 Salaries & Wages	15,614	16,913	18,088	19,079	105.5%	15,046
	7020 Wages Part-Time	606	1,127	1,253	1,205	96.2%	1,281
	7030 Wages Overtime	27	114	-	289	0.0%	-
	7110 Cafeteria Benefits	2,785	2,628	2,872	2,932	102.1%	2,636
	7120 Deferred Compensation	306	282	286	291	101.7%	-
	7140 RHS	75	80	86	85	98.8%	74
	7150 Medicare	242	266	280	300	107.1%	237
	7160 PERS	3,012	2,851	3,394	2,530	74.5%	2,610
	<b>Sub-Total Personnel</b>	<b>22,666</b>	<b>24,261</b>	<b>26,259</b>	<b>26,711</b>	<b>101.7%</b>	<b>21,884</b>
	7223 Disposal Services	935	811	900	1,000	111.1%	-
	7253 Mileage Exp/Allowance	131	-	-	-	0.0%	-
	7295-0849 Utilities - Water Usage	21,196	28,548	34,000	50,000	147.1%	-
	7367 Signing	-	-	-	-	0.0%	-
	7383 Vandalism Repairs	-	2	50	50	100.0%	-
	7755 Grounds Maintenance	535	625	1,000	1,000	100.0%	-
	7760-2000 Playground Maintenance	231	133	500	500	100.0%	-
	7780 Irrigation Supplies	305	312	300	600	200.0%	-
	9039 Equipment Rental	-	-	150	0	0.0%	-
	<b>Sub-Total - Virginia Park</b>	<b>45,999</b>	<b>54,693</b>	<b>63,159</b>	<b>79,861</b>	<b>126.4%</b>	<b>21,884</b>
6390	Yucca Loma Park						
	7010 Salaries & Wages	27,604	19,573	29,368	17,934	61.1%	24,823
	7020 Wages Part-Time	243	468	531	522	98.3%	543
	7030 Wages Overtime	22	167	-	280	0.0%	-
	7110 Cafeteria Benefits	4,899	3,408	5,764	2,638	45.8%	5,522
	7120 Deferred Compensation	305	281	286	292	102.1%	-
	7140 RHS	130	93	142	80	56.3%	123
	7150 Medicare	413	301	434	272	62.7%	368
	7160 PERS	6,741	3,007	4,113	2,442	59.4%	3,274
	<b>Sub-Total Personnel</b>	<b>40,358</b>	<b>27,298</b>	<b>40,638</b>	<b>24,460</b>	<b>60.2%</b>	<b>34,653</b>
	7223 Disposal Services	586	644	600	750	125.0%	600
	7253 Mileage Exp/Allowance	131	-	-	-	0.0%	-
	7295-0849 Utilities - Water Usage	9,709	15,324	15,000	17,000	113.3%	15,000
	7383 Vandalism Repairs	-	2	50	50	100.0%	45
	7755 Grounds Maintenance	530	4,677	1,200	1,200	100.0%	1,080
	7760-2000 Playground Maintenance	-	636	1,600	1,600	100.0%	1,440
	7780 Irrigation Supplies	160	295	300	1,500	500.0%	270
	9039 Equipment Rental	-	-	150	300	200.0%	135
	<b>Sub-Total - Yucca Loma Park</b>	<b>51,473</b>	<b>48,875</b>	<b>59,538</b>	<b>46,860</b>	<b>78.7%</b>	<b>53,223</b>
6401	Community Service Facilities Ops						
	7010 Salaries & Wages	10,933	11,363	10,762	11,500	106.9%	11,291
	7110 Cafeteria Benefits	1,301	1,291	1,329	1,320	99.3%	1,333
	7120 Deferred Comp	258	261	262	262	100.0%	-
	7140 RHS	53	54	54	54	100.0%	57
	7150 Medicare	150	160	156	160	102.6%	164
	7160 PERS	3,035	2,357	2,538	2,400	94.6%	2,682
	<b>Sub-Total Personnel</b>	<b>15,728</b>	<b>15,486</b>	<b>15,101</b>	<b>15,696</b>	<b>103.9%</b>	<b>15,527</b>



PARKS & RECREATION 2510							
Code	Expenditure Classification	Actual Expense 2015-16	Actual Expense 2016-17	Amended Budget 2017-18	Estimated Expense 2017-18	% of Budget Expended	Adopted Budget 2018-19
	7180 Uniform Expense	1,333	1,052	1,250	1,150	92.0%	1,250
	7229 Education & Training	685	-	400	400	100.0%	200
	7259 Miscellaneous	1	-	100	100	100.0%	50
	7330 Hardware/Software Supplies/Ext	-	-	-	-	0.0%	-
	7360 Safety & Security	-	-	100	-	0.0%	-
	7970 Small Tools	1,768	924	1,000	900	90.0%	800
	9013 Communications Equipment	-	-	100	-	0.0%	-
	9052 Gasoline, Diesel, Oil	5,422	4,051	5,500	4,200	76.4%	4,900
	9078 Safety Equipment	225	40	100	100.00	150.0%	100
	9091 Vehicle Maintenance	3,838	3,373	4,000	3,250	81.3%	3,500
	<b>Sub-Total - Community Services Facilit</b>	<b>29,000</b>	<b>24,925</b>	<b>27,651</b>	<b>25,796</b>	<b>93.3%</b>	<b>26,327</b>
6410	<b>Brewster - Facilities</b>						
	7010 Salaries & Wages	4,146	3,578	2,879	2,265	78.7%	2,036
	7020 Wages Part-Time	984	724	-	626	0.0%	-
	7030 Wages Overtime	61	42	-	37	0.0%	-
	7110 Cafeteria Benefits	821	620	567	385	67.9%	462
	7140 RHS	19	17	14	11	78.6%	10
	7150 Medicare	75	64	42	44	104.8%	30
	7160 PERS	1,383	918	797	461	57.8%	564
	<b>Sub-Total Personnel</b>	<b>7,489</b>	<b>5,962</b>	<b>4,299</b>	<b>3,829</b>	<b>89.1%</b>	<b>3,102</b>
	7383 Vandalism Repairs	82	-	400	220	55.0%	300
	7655 Building Maintenance	1,117	625	600	495	82.5%	500
	<b>Sub-Total - Brewster - Facilities</b>	<b>8,688</b>	<b>6,587</b>	<b>5,299</b>	<b>4,544</b>	<b>85.8%</b>	<b>3,902</b>
6430	<b>Civic Center -Facilities</b>						
	7010 Salaries & Wages	-	1,411	2,879	2,815	97.8%	2,036
	7030 Wages Overtime	-	15	-	73	0.0%	-
	7110 Cafeteria Benefits	-	231	567	412	0.0%	462
	7140 RHS	-	6	14	13	92.9%	10
	7150 Medicare	-	22	42	44	104.8%	30
	7160 PERS	-	333	797	488	61.2%	564
	<b>Sub-Total Personnel</b>	<b>-</b>	<b>2,018</b>	<b>4,299</b>	<b>3,845</b>	<b>89.4%</b>	<b>3,102</b>
	7383 Vandalism Repairs	613	258	600	450	0.0%	450
	7655 Building Maintenance	1,988	2,881	1,250	1,750	140.0%	1,300
	<b>Sub-Total - Civic Center Amphitheater</b>	<b>2,601</b>	<b>5,157</b>	<b>6,149</b>	<b>6,045</b>	<b>98.3%</b>	<b>4,852</b>
6450	<b>Corwin Park - Facilities</b>						
	7010 Salaries & Wages	2,827	2,362	2,879	1,534	53.3%	2,036
	7020 Wages Part-Time	984	724	-	-	0.0%	-
	7030 Wages Overtime	31	25	-	6	0.0%	-
	7110 Cafeteria Benefits	603	435	567	289	51.0%	462
	7140 RHS	14	11	14	7	50.0%	10
	7150 Medicare	55	46	42	32	76.2%	30
	7160 PERS	977	632	797	337	42.3%	564
	<b>Sub-Total Personnel</b>	<b>5,491</b>	<b>4,235</b>	<b>4,299</b>	<b>2,205</b>	<b>51.3%</b>	<b>3,102</b>
	7383 Vandalism Repairs	-	11	-	-	0.0%	-
	7655 Building Maintenance	1,273	234	500	1,100	220.0%	400
	<b>Sub-Total - Corwin Park - Facilities</b>	<b>6,764</b>	<b>4,480</b>	<b>4,799</b>	<b>3,305</b>	<b>68.9%</b>	<b>3,502</b>
6460	<b>Thunderbird Park - Facilities</b>						
	7010 Salaries & Wages	-	-	1,663	1,064	64.0%	1,251
	7020 Wages Part-Time	-	-	-	-	0.0%	-
	7030 Wages Overtime	-	-	-	35	0.0%	-
	7110 Cafeteria Benefits	-	-	286	135	47.2%	193
	7140 RHS	-	-	8	4	50.0%	6
	7150 Medicare	-	-	24	16	66.7%	19
	7160 PERS	-	-	460	153	33.3%	346
	<b>Sub-Total Personnel</b>	<b>-</b>	<b>-</b>	<b>2,441</b>	<b>1,407</b>	<b>0.0%</b>	<b>1,815</b>
	7383 Vandalism Repairs	-	-	250	240.00	0.0%	250
	7655 Building Maintenance	-	-	250	100	0.0%	150
	<b>Sub-Total - Thunderbird Park - Facilitie</b>	<b>-</b>	<b>-</b>	<b>2,941</b>	<b>1,747</b>	<b>0.0%</b>	<b>2,215</b>

PARKS & RECREATION 2510							
Code	Expenditure Classification	Actual Expense 2015-16	Actual Expense 2016-17	Amended Budget 2017-18	Estimated Expense 2017-18	% of Budget Expended	Adopted Budget 2018-19
6510	Horsemen's - Facilities						
7010	Salaries & Wages	3,460	2,774	2,879	1,805	62.7%	2,036
7020	Wages Part-Time	984	724	-	626	0.0%	951
7030	Wages Overtime	61	37	-	31.00	0.0%	-
7110	Cafeteria Benefits	727	489	567	309	54.5%	462
7140	RHS	16	13	14	9	64.3%	10
7150	Medicare	65	52	42	42	100.0%	44
7130	PERS	1,170	721	797	797	100.0%	652
	<b>Sub-Total Personnel</b>	<b>6,483</b>	<b>4,810</b>	<b>4,299</b>	<b>3,619</b>	<b>84.2%</b>	<b>4,155</b>
7383	Vandalism Repairs	-	-	500	220	44.0%	250
7655	Building Maintenance	550	418	500	480	96.0%	500
	<b>Sub-Total - Horsemen's - Facilities</b>	<b>7,032</b>	<b>5,228</b>	<b>5,299</b>	<b>4,319</b>	<b>81.5%</b>	<b>4,905</b>
6531	Community Center						
7010	Salaries & Wages	47,027	43,864	40,882	38,307	93.7%	31,442
7020	Wages Part-Time	7,421	6,139	7,426	5,846	78.7%	12,536
7030	Wages Overtime	430	353	-	451	0.0%	-
7110	Cafeteria Benefits	10,456	8,057	8,120	6,961	85.7%	4,253
7140	RHS	226	210	203	181	89.2%	94
7150	Medicare	784	744	700	664	94.9%	456
7160	PERS	15,808	11,289	11,951	7,518	62.9%	5,940
	<b>Sub-Total Personnel</b>	<b>82,153</b>	<b>70,657</b>	<b>69,282</b>	<b>59,928</b>	<b>86.5%</b>	<b>54,721</b>
7223	Disposal Services	764	820	-	680.00	0.0%	750
7295-0847	Utilities - Electricity Usage	12,493	12,171	13,500	11,400	84.4%	12,200
7295-0848	Utilities - Natural Gas Usage	4,303	4,009	3,750	3,400	90.7%	3,750
7295-0849	Utilities - Water Usage	473	532	600	550	91.7%	600
7360	Safety & Security	1,237	971	1,300	1,000	76.9%	1,170
7383	Vandalism Repairs	-	-	-	-	0.0%	-
7655	Building Maintenance	14,632	15,466	18,876	13,900	73.6%	14,000
7675	Equipment Maintenance	-	-	500	212	42.4%	250
9026	Equipment Maintenance	-	216	-	-	0.0%	-
9039	Equipment Rental	-	-	250	-	0.0%	-
9078	Safety Equipment	-	61	-	-	0.0%	-
9300	Capital Projects	-	-	-	-	0.0%	-
	<b>Sub-Total - Community Center</b>	<b>116,056</b>	<b>104,904</b>	<b>108,058</b>	<b>91,070</b>	<b>84.3%</b>	<b>87,441</b>
6532	Community Center Gymnasium						
7010	Salaries & Wages	37,406	35,141	35,203	30,420	86.4%	16,174
7020	Wages Part-Time	3,711	3,069	3,713	2,923	78.7%	8,731
7030	Wages Overtime	307	274	-	367.00	0.0%	-
7110	Cafeteria Benefits	8,312	6,502	6,897	5,486	79.5%	3,519
7140	RHS	180	168	174	144	82.8%	80
7150	Medicare	594	570	564	502	89.0%	361
7160	PERS	12,376	8,890	10,063	5,793	57.6%	4,830
	<b>Sub-Total Personnel</b>	<b>62,884</b>	<b>54,615</b>	<b>56,614</b>	<b>45,635</b>	<b>80.6%</b>	<b>33,695</b>
7223	Disposal Services	1,394	1,496	1,425	1,425	100.0%	1,500
7295-0847	Utilities - Electricity Usage	18,135	17,708	21,500	19,500	90.7%	20,500
7295-0848	Utilities - Natural Gas Usage	3,333	2,605	3,650	2,750	75.3%	3,000
7360	Safety & Security	-	32	100	54	54.0%	75
7655	Building Maintenance	1,743	6,301	5,000	2,765	55.3%	3,500
9026	Equipment Maintenance	-	-	300	300	100.0%	270
9078	Safety Equipment	-	346	-	-	0.0%	-
9039	Equipment Rental	479	-	250	-	0.0%	-
9300	Capital Projects	-	-	-	-	0.0%	-
	<b>Sub-Total - CC Gymnasium</b>	<b>87,969</b>	<b>83,103</b>	<b>88,839</b>	<b>72,429</b>	<b>81.5%</b>	<b>62,540</b>
6533	Community Center PAL Center						
7010	Salaries & Wages	1,578	1,836	2,106	2,265	107.5%	1,251
7030	Overtime	-	8	-	37	0.0%	-
7110	Cafeteria Benefits	332	311	380	385	101.3%	193
7140	RHS	8	9	10	11	110.0%	6
7150	Medicare	23	28	31	35	112.9%	18
7160	PERS	515	451	583	408	70.0%	346
	<b>Sub-Total Personnel</b>	<b>2,456</b>	<b>2,643</b>	<b>3,110</b>	<b>3,141</b>	<b>101.0%</b>	<b>1,814</b>

PARKS & RECREATION 2510							
Code	Expenditure Classification	Actual Expense 2015-16	Actual Expense 2016-17	Amended Budget 2017-18	Estimated Expense 2017-18	% of Budget Expended	Adopted Budget 2018-19
7295-0847	Utilities - Electricity Usage	304	286	700	350.00	50.0%	500
7383	Vandalism Repairs	-	-	150	100.00	66.7%	100
7655	Building Maintenance	-	-	2,000	700.00	35.0%	1,000
	<b>Sub-Total - Community Center PAL Ce</b>	<b>2,760</b>	<b>2,928</b>	<b>5,960</b>	<b>4,291</b>	<b>72.0%</b>	<b>3,414</b>
6534	James Woody Park - Facilities						
7010	Salaries & Wages	6,443	6,283	6,458	5,139	79.6%	3,402
7020	Wages Part-Time	2,602	1,922	1,857	1,670	89.9%	1,665
7030	Wages Overtime	61	53	-	43	0.0%	-
7110	Cafeteria Benefits	1,492	1,202	1,321	959	72.6%	829
7140	RHS	31	30	32	25	78.1%	17
7150	Medicare	131	121	121	101	83.5%	73
7160	PERS	2,280	1,690	1,945	1,087	55.9%	1,097
	<b>Sub-Total Personnel</b>	<b>13,040</b>	<b>11,302</b>	<b>11,734</b>	<b>9,024</b>	<b>76.9%</b>	<b>7,083</b>
7383	Vandalism Repairs	-	-	500	350	70.0%	400
7655	Building Maintenance	2,201	870	500	407	81.4%	450
	<b>Sub-Total - James Woody Park - Facilit</b>	<b>15,241</b>	<b>12,172</b>	<b>12,734</b>	<b>9,781</b>	<b>76.8%</b>	<b>7,933</b>
6610	Adult Sports						
7010	Salaries & Wages	13,144	11,330	15,189	14,336	94.4%	13,240
7020	Wages Part-Time	9,882	11,414	8,856	16,269	183.7%	13,069
7030	Wages Overtime	-	10	-	-	0.0%	-
7110	Cafeteria Benefits	2,257	2,851	3,452	3,400	98.5%	2,782
7120	Deferred Compensation	132	101	148	104	70.3%	-
7140	RHS	64	61	76	71	93.4%	66
7150	Medicare	339	332	349	443	126.9%	381
7160	PERS	6,236	4,321	5,113	3,772	73.8%	5,067
	<b>Sub-Total Personnel</b>	<b>32,054</b>	<b>30,419</b>	<b>33,183</b>	<b>38,395</b>	<b>115.7%</b>	<b>34,605</b>
8026	Adult Basketball	3,240	3,760	4,155	4,300	103.5%	4,675
8050	Open Gym	30	5	200	-	0.0%	200
8062	Softball	2,928	3,729	6,000	3,750	62.5%	4,682
8030	Kickball	-	-	2,200	-	0.0%	-
8086	Volleyball	-	-	-	-	0.0%	-
	<b>Sub-Total - Adult Sports</b>	<b>38,252</b>	<b>37,913</b>	<b>45,738</b>	<b>46,445</b>	<b>101.5%</b>	<b>44,162</b>
6640	Civic Center Aquatic Complex						
7010	Salaries & Wages	96,214	92,929	86,072	98,543	114.5%	91,492
7020	Wages Part-Time	125,478	133,189	120,455	127,735	106.0%	109,709
7025	Part-Time Sick Leave	1,604	2,190	-	2,415	0.0%	-
7030	Wages Overtime	1,216	1,492	-	3,831	0.0%	-
7110	Cafeteria Benefits	17,214	16,023	17,888	17,241	96.4%	18,881
7120	Deferred Compensation	368	902	718	932	129.8%	-
7140	RHS	460	437	429	457	106.5%	454
7150	Medicare	3,250	3,333	2,995	3,361	112.2%	2,946
7160	PERS	29,617	20,968	21,235	16,115	75.9%	19,430
	<b>Sub-Total Personnel</b>	<b>275,422</b>	<b>271,460</b>	<b>249,792</b>	<b>270,630</b>	<b>108.3%</b>	<b>242,912</b>
7180	Uniform Expenses	2,475	2,145	3,000	3,000	100.0%	3,000
7205	Advertising	1,246	341	2,000	2,000	100.0%	2,000
7229	Education & Training	-	47	1,550	1,500	96.8%	1,475
7241	Meetings & Conferences	663	8	175	-	0.0%	-
7247	Memberships & Dues	-	-	200	100	0.0%	-
7253	Mileage Exp/Allowance	-	-	-	-	0.0%	-
7259	Miscellaneous	398	156	250	250	100.0%	200
7265	Office Supplies/Exp	232	484	-	-	0.0%	-
7277	Printing	-	-	250	250	100.0%	200
7295-0847	Utilities - Electricity Usage	38,245	37,006	44,000	38,000	86.4%	40,000
7295-0848	Utilities - Natural Gas Usage	47,519	51,043	54,000	49,500	91.7%	51,000
7295-0849	Utilities - Water Usage	11,630	13,020	13,000	12,950	99.6%	13,250
7313	Concession Items	3,878	4,841	4,125	4,175	101.2%	4,125
7330	Hardware/Software Supplies Exp.	1,830	1,783	2,000	2,000	100.0%	1,400
7360	Safety & Security	1,482	1,080	2,100	1,649	78.5%	1,800
7655	Building Maintenance	5,235	5,623	6,600	6,000	90.9%	6,000
7755	Grounds Maintenance	-	-	250	0	0.0%	-
7970	Small Tools	-	6	100	100	100.0%	100
8118	AV Swim Club	57	-	100	50	50.0%	100

PARKS & RECREATION 2510							
Code	Expenditure Classification	Actual Expense 2015-16	Actual Expense 2016-17	Amended Budget 2017-18	Estimated Expense 2017-18	% of Budget Expended	Adopted Budget 2018-19
8128	CPR Challenge Course	57	-	-	-	0.0%	-
8138	Evening Lap Swim	-	-	100	50	50.0%	-
8143	Guard Start	1,630	112	200	400	200.0%	200
8148	Lifeguard Training	-	866	1,330	1,450	109.0%	1,400
8158	Open Rec Swim	18,355	-	490	500	102.0%	500
8163	Pool Chemicals	2,546	19,756	32,000	26,900	84.1%	28,800
8168	Pool Special Event	5,874	4,150	3,125	3,150	100.8%	3,000
8178	Splash Dance	59	2,250	1,000	-	0.0%	1,000
8183	Swim Lessons	-	38	1,000	1,000	100.0%	1,200
8185	Swim Fair	-	172	200	200	100.0%	300
8188	Water Aerobics	3,660	2,031	3,000	500	16.7%	500
8190	Water Polo	396	-	-	-	0.0%	-
8940	Contract Services	-	-	-	-	-	-
9026	Equipment Maintenance	22,262	16,143	18,500	32,500	175.7%	17,500
9039	Equipment Rental	-	-	-	-	0.0%	-
9078	Safety Equipment	593	1,032	2,000	2,000	100.0%	2,000
9120	Capital Equipment	-	3,440	-	-	0.0%	-
9300	Capital Projects	-	-	6,500	6,500	0.0%	-
	<b>Sub-Total - Civic Center Aquatic Comp</b>	<b>445,742</b>	<b>439,034</b>	<b>452,937</b>	<b>460,804</b>	<b>101.7%</b>	<b>423,962</b>
6670	ASAP						
7010	Salaries & Wages	42,649	41,470	65,705	37,804	57.5%	54,484
7020	Wages Part-Time	138,653	144,481	165,181	157,754	95.5%	192,640
7030	Wages Overtime	13	30	-	42	0.0%	2
7110	Cafeteria Benefits	6,790	8,312	12,750	10,408	81.6%	11,900
7120	Deferred Compensation	570	574	812	577	71.1%	-
7140	RHS	210	222	329	254	77.2%	272
7150	Medicare	2,656	2,735	3,348	3,049	91.1%	3,583
7160	PERS	15,965	12,621	17,790	9,178	51.6%	14,736
	<b>Sub-Total Personnel</b>	<b>207,505</b>	<b>210,445</b>	<b>265,915</b>	<b>219,066</b>	<b>82.4%</b>	<b>277,617</b>
8250	Afterschool Program	16,266	16,339	20,000	19,450	97.3%	20,000
8940	Contract Services	-	-	-	-	0.0%	-
	<b>Sub-Total - ASAP</b>	<b>223,771</b>	<b>226,784</b>	<b>285,915</b>	<b>238,516</b>	<b>83.4%</b>	<b>297,617</b>
6730	Day Camp						
7010	Salaries & Wages	20,176	18,766	20,795	11,254	54.1%	16,553
7020	Wages Part-Time	34,111	33,721	28,103	45,381	161.5%	38,879
7030	Wages Overtime	-	6	-	11	0.0%	-
7110	Cafeteria Benefits	2,966	2,624	4,229	1,656	39.2%	3,756
7120	Deferred Compensation	311	313	239	169	70.7%	-
7140	RHS	98	90	104	52	50.0%	83
7150	Medicare	806	779	709	511	72.1%	804
7160	PERS	7,059	4,928	4,879	2,203	45.2%	2,770
	<b>Sub-Total Personnel</b>	<b>65,527</b>	<b>61,227</b>	<b>59,058</b>	<b>61,237</b>	<b>103.7%</b>	<b>62,845</b>
8450	Day Camp	2,987	2,461	4,000	4,200	105.0%	4,200
8940	Contract Services	-	-	-	-	0.0%	-
	<b>Sub-Total - Day Camp</b>	<b>68,513</b>	<b>63,688</b>	<b>63,058</b>	<b>65,437</b>	<b>103.8%</b>	<b>67,045</b>
6760	Instructor Classes						
7010	Salaries & Wages	45,470	32,252	58,550	40,109	68.5%	48,539
7020	Wages Part-Time	1,196	3,780	-	-	0.0%	1,992
7030	Wages Overtime	-	30	-	46	0.0%	-
7110	Cafeteria Benefits	8,725	7,305	12,286	9,272	75.5%	11,522
7120	Deferred Compensation	184	240	187	245	131.0%	-
7140	RHS	225	166	293	198	67.6%	243
7150	Medicare	678	526	849	572	67.4%	733
7160	PERS	12,868	5,607	10,515	4,767	45.3%	6,704
	<b>Sub-Total Personnel</b>	<b>69,346</b>	<b>49,905</b>	<b>82,680</b>	<b>55,209</b>	<b>66.8%</b>	<b>69,733</b>
8502	Academic Tots	16,277	14,810	13,500	7,850	58.1%	10,500
8506	Archery	-	445	-	-	0.0%	-
8508	Music Starz	-	110	-	-	0.0%	-
8508.0512	Arts & Crafts	10,755	21,880	15,500	15,500	100.0%	13,500
8512	Ballet & Tap	9,901	4,986	3,300	4,000	121.2%	5,000
8514	Baton Twirling	1,328	2,513	1,350	1,600	118.5%	1,400
8516	Belly Dancing	1,067	771	1,100	560	50.9%	500

PARKS & RECREATION 2510							
Code	Expenditure Classification	Actual Expense 2015-16	Actual Expense 2016-17	Amended Budget 2017-18	Estimated Expense 2017-18	% of Budget Expended	Adopted Budget 2018-19
	8518 Cheerleading with 19 sports	-	-	-	-	0.0%	-
	8520 Cheer-Tumbling	5,382	5,057	4,500	5,000	111.1%	4,800
	8526 CPR & First Aid	2,657	1,225	2,000	880	44.0%	1,800
	8531 Dog Obedience	1,104	548	1,000	750	75.0%	780
	8533 Driver's Ed	325	433	360	360	100.0%	360
	8537 Fencing	-	-	-	-	0.0%	-
	8539 Golf Lessons	515	968	1,800	350	19.4%	500
	8541 Guitar Lessons	2,065	2,122	2,800	1,900	67.9%	2,500
	8555 Zumba	6,030	3,446	4,500	3,800	84.4%	5,400
	8559 Parent & Tot	9,474	402	5,000	3,200	64.0%	4,000
	8567 Rent-A-Santa	938	26	-	-	0.0%	-
	8568 Road To Creativity	-	-	-	-	0.0%	-
	8576 Ski and Snowboard 101	-	3,620	-	-	0.0%	-
	8576.5 Summer Camps	9,722	4,708	5,000	4,250	85.0%	3,345
	8579 Tae Kwon Do	10,638	12,264	10,000	11,000	110.0%	10,800
	8581 Tai Chi	5,406	6,165	6,200	6,210	100.2%	6,000
	8583 Tennis	2,744	5,125	5,145	5,075	98.6%	5,100
	8585 Tiny Tot Dance	40	-	-	-	0.0%	-
	8592 Workshops and clinics	-	-	500	500	0.0%	500
	8591 Yoga	3,785	4,932	5,000	4,750	95.0%	4,900
	<b>Sub-Total - Instructor Classes</b>	<b>169,500</b>	<b>146,464</b>	<b>171,235</b>	<b>132,744</b>	<b>77.5%</b>	<b>151,418</b>
6790	PIO Events						
	7010 Salaries & Wages	66,475	49,945	10,581	7,885	74.5%	36,239
	7020 Wages Part-Time	24,630	39,166	75,124	58,317	77.6%	5,664
	7030 Wages Overtime	719	1,144	-	41	0.0%	-
	7110 Cafeteria Benefits	9,063	6,302	1,453	1,773	122.0%	10,503
	7120 Deferred Compensation	528	533	246	372	151.2%	-
	7140 RHS	331	243	53	71	134.0%	181
	7150 Medicare	1,433	1,369	1,243	1,069	86.0%	525
	7160 PERS	22,079	16,025	14,707	9,465	64.4%	4,045
	7165 Auto Allowance	-	328	-	-	0.0%	-
	<b>Sub-Total Personnel</b>	<b>125,256</b>	<b>115,055</b>	<b>103,407</b>	<b>78,993</b>	<b>76.4%</b>	<b>57,157</b>
	7209 Commission	481	-	-	-	0.0%	-
	7253 Mileage Exp/Allowance	345	-	-	-	0.0%	-
	7835 Craft Fairs	544	984	1,000	650	65.0%	800
	7840 Flea Markets (2)	949	1,171	800	890	111.3%	1,000
	7850 Freedom Festival	38,975	39,646	40,000	40,000	100.0%	25,000
	7855 Concerts in the Park (7)	22,559	16,366	15,000	15,000	100.0%	12,500
	8721 Winter Wonderland	5,346	40	4,000	3,000	75.0%	3,000
	<b>Sub-Total - PIO Events</b>	<b>194,456</b>	<b>173,263</b>	<b>164,207</b>	<b>138,533</b>	<b>84.4%</b>	<b>99,457</b>
6820	Recreation						
	7010 Salaries & Wages	60,208	66,073	64,287	71,305	110.9%	42,717
	7020 Wages Part-Time	6,144	12,174	3,000	1,000	33.3%	3,000
	7025 Part-Time Sick Leave	3,466	3,225	-	5,002	0.0%	-
	7030 Wages Overtime	-	-	-	-	0.0%	-
	7110 Cafeteria Benefits	8,321	7,977	7,804	8,431	108.0%	6,624
	7120 Deferred Compensation	1,159	1,684	1,874	2,176	116.1%	-
	7140 RHS	290	317	321	357	111.2%	214
	7150 Medicare	1,000	1,176	986	1,175	119.2%	663
	7160 PERS	17,727	14,547	15,173	11,605	76.5%	8,674
	7165 Auto Allowance	-	328	684	688	0.0%	-
	<b>Sub-Total Personnel</b>	<b>98,314</b>	<b>107,501</b>	<b>94,129</b>	<b>101,739</b>	<b>108.1%</b>	<b>61,892</b>
	7180 Uniforms	2,062	575	1,500	600	40.0%	1,150
	7205 Advertising	1,213	-	750	500	66.7%	500
	7229 Education & Training	-	-	1,150	3,000	260.9%	750
	7241 Meetings & Conferences	320	2,148	3,505	2,700	77.0%	2,670
	7247 Memberships & Dues	3,808	1,010	1,445	1,124	77.8%	960
	7253 Mileage Exp/Allowance	1,245	-	200	-	0.0%	100
	7259 Miscellaneous	112	34	250	74	29.6%	125
	7265 Office Supplies/Exp	155	733	2,500	1,250	50.0%	1,250
	7271 Postage	2,858	11,189	13,500	13,000	96.3%	13,100
	7277 Printing	17,225	16,666	20,000	19,200	96.0%	19,000

PARKS & RECREATION 2510							
Code	Expenditure Classification	Actual Expense 2015-16	Actual Expense 2016-17	Amended Budget 2017-18	Estimated Expense 2017-18	% of Budget Expended	Adopted Budget 2018-19
	7330 Hardware/Software Supplies Exp.	16,199	4,238	10,000	9,400	94.0%	9,250
	7370 Special Dept Supplies/Exp	4,031	450	5,000	4,100	82.0%	4,000
	7375 Staff Services	450	36	350	320	91.4%	250
	8742 Haunted house	45	-	-	-	0.0%	-
	8940 Contract Services	500	32,125	7,125	3,250	45.6%	4,200
	9052 Gasoline, Diesel, Oil	688	460	750	500	66.7%	750
	9065 Leased Equipment	911	444	600	600	0.0%	600
	9091 Vehicle Maintenance	5,465	676	1,000	1,000	100.0%	1,000
	<b>Sub-Total - Recreation</b>	<b>155,601</b>	<b>178,286</b>	<b>163,754</b>	<b>162,357</b>	<b>99.1%</b>	<b>121,547</b>
6850	Rec Dept Events						
	7010 Salaries & Wages	41,906	34,925	32,374	27,999	86.5%	30,435
	7020 Wages Part-Time	27,544	9,879	1,723	6,046	350.9%	4,422
	7030 Wages Overtime	-	14	-	33	0.0%	-
	7110 Cafeteria Benefits	5,960	6,572	6,944	7,432	107.0%	7,394
	7120 Deferred Compensation	657	575	346	582	168.2%	-
	7140 RHS	202	186	162	197	121.6%	152
	7150 Medicare	1,049	683	494	695	140.7%	505
	7160 PERS	13,485	8,320	6,069	3,411	56.2%	4,347
	<b>Sub-Total Personnel</b>	<b>90,803</b>	<b>61,154</b>	<b>48,112</b>	<b>46,395</b>	<b>96.4%</b>	<b>47,255</b>
	8702 Active Adults	-	-	-	-	0.0%	-
	8703 AV Idol	39	-	75	75	100.0%	-
	8706 AV Most Talented Kid	179	241	200	75	37.5%	75
	8715 Bunny Run	1,455	1,416	1,950	1,700	87.2%	1,775
	8727 Community Christmas Caroling	58	69	-	-	0.0%	-
8727-5000	Cross Country Meet	-	128	185	120	64.9%	100
	8728 Eggstravaganza	656	-	150	-	0.0%	-
	8729 Farmer's Market	-	-	-	-	0.0%	-
	8733 Firecracker Run	1,460	1,495	1,950	1,650	84.6%	1,775
	8742 Haunted House	-	-	-	-	0.0%	-
	8744 Healthy Apple Valley	1,929	1,427	5,000	2,800	56.0%	3,500
	8745 Kiddie Carnival	-	-	-	-	0.0%	-
	8751 Mothers Day Tea Party	-	-	-	-	0.0%	-
	8754 Mudfest	32	-	-	-	0.0%	-
	8757 Fall Festival Run	-	-	-	-	0.0%	-
	8764 Special Apples	76	12	110	-	0.0%	-
8765-6000	Teen Art Festival	-	-	-	-	0.0%	-
	8766 Teen Events	133	273	-	400	0.0%	1,000
8775-5000	Toddler Olympics	212	148	288	200	69.4%	350
	8784 Turkey Run	1,631	1,810	2,390	2,000	83.7%	2,075
8787-5000	Under Five Classes	18	-	150	-	0.0%	-
	8790 Teen Zone	789	291	500	500	100.0%	-
	8940 Contract Services	-	-	-	-	0.0%	-
	<b>Sub-Total - Rec Dept Events</b>	<b>99,470</b>	<b>68,464</b>	<b>61,060</b>	<b>55,915</b>	<b>91.6%</b>	<b>57,905</b>
6880	Rentals						
	7010 Salaries & Wages	53,997	50,475	39,740	56,679	142.6%	39,829
	7020 Wages Part-Time	6,625	8,644	1,090	986	90.5%	4,837
	7030 Wages Overtime	-	36	-	49	0.0%	-
	7110 Cafeteria Benefits	8,730	10,786	8,023	12,955	161.5%	7,930
	7120 Deferred Compensation	694	664	437	673	154.0%	-
	7140 RHS	263	273	199	307	154.3%	199
	7150 Medicare	-	878	592	931	0.0%	648
	7160 PERS	15,786	10,340	7,827	6,831	87.3%	7,962
	<b>Sub-Total Personnel</b>	<b>86,982</b>	<b>82,096.30</b>	<b>57,908</b>	<b>0.0%</b>	<b>61,405</b>	
	8600 Parking Fee	5,798	4,472	25,000	14,500	58.0%	17,500
	<b>Sub-Total - Rentals</b>	<b>92,780</b>	<b>86,568</b>	<b>82,908</b>	<b>14,500</b>	<b>17.5%</b>	<b>78,905</b>

PARKS & RECREATION 2510							
Code	Expenditure Classification	Actual Expense 2015-16	Actual Expense 2016-17	Amended Budget 2017-18	Estimated Expense 2017-18	% of Budget Expended	Adopted Budget 2018-19
6900	Skate Park - Facilities						
7010	Salaries & Wages	-	-	-	-	0.0%	-
7030	Wages Overtime	-	-	-	-	0.0%	-
7150	Medicare	-	-	-	-	0.0%	-
7160	PERS	-	-	-	-	0.0%	-
	Sub-Total Personnel	-	-	-	-	0.0%	-
7360	Safety & Security	162	-	5,000	3,500	70.0%	4,000
9555	Skate Park Renovation	-	-	-	-	0.0%	-
	Sub-Total - Skate Park - Facilities	162	-	5,000	3,500	70.0%	4,000
6940	User Groups						
7010	Salaries & Wages	18,822	11,973	20,182	15,136	75.0%	20,800
7020	Wages Part-Time	478	1,890	-	-	0.0%	-
7030	Wages Overtime	-	12	-	17	0.0%	-
7110	Cafeteria Benefits	3,003	2,740	3,149	3,363	106.8%	3,155
7120	Deferred Compensation	237	112	374	114	30.5%	-
7140	RHS	91	64	101	74	73.3%	104
7150	Medicare	285	202	293	216	73.7%	302
7160	PERS	5,446	2,177	4,617	1,833	39.7%	4,837
	Sub-Total Personnel	28,363	19,170	28,716	20,753	72.3%	29,198
7223	Disposal Services	9,548	4,416	9,000	7,800	86.7%	8,000
7312	Bad Debt	2,988	-	-	-	0.0%	-
	Sub-Total - User Groups	40,899	23,587	37,716	28,553	75.7%	37,198
6970	Youth Sports						
7010	Salaries & Wages	37,755	32,734	41,585	47,839	115.0%	52,274
7020	Wages Part-Time	24,878	26,966	16,650	7,498	45.0%	17,472
7030	Wages Overtime	-	36	-	41	0.0%	-
7110	Cafeteria Benefits	5,920	9,776	9,682	11,461	118.4%	11,414
7120	Deferred Compensation	543	399	583	409	70.2%	-
7140	RHS	183	208	223	233	104.5%	262
7150	Medicare	916	880	887	811	91.4%	1,012
7160	PERS	13,744	8,733	11,463	6,450	56.3%	12,422
	Sub-Total Personnel	83,938	79,732	81,073	74,742	92.2%	94,856
8805	Adventures in PW Sports	725	739	800	750	93.8%	760
8812	Coed Volleyball	768	1,308	1,300	1,300	100.0%	1,520
8820	Father Son Basketball Tournament	5	-	230	-	0.0%	-
8825	Peewee Soccer	491	460	-	-	0.0%	-
8830	Winter Peewee/Hotshots Basketball	666	761	1,065	850	79.8%	1,065
8858	Summer Peewee/Hotshots Basketball	2,287	474	835	835	100.0%	925
8860	Summer Youth Basketball	3,476	3,690	3,950	3,950	100.0%	3,695
8865	T-Ball	1,357	30	-	-	0.0%	-
8870	Flag Football	-	-	-	-	0.0%	-
8880	Winter Youth Basketball	6,325	7,335	7,600	7,400	97.4%	7,500
8885	Youth Track Meet	175	120	275	275	100.0%	300
8887	3 on 3 Soccer Tournament	-	-	-	-	0.0%	-
8940	Contract Services	-	-	2,941	-	0.0%	3,790
	Sub-Total - Youth Sports	100,213	94,649	100,069	92,117	92.1%	114,411
	Total Parks & Rec Expenditures	3,513,252	3,720,844	3,479,017	3,327,585	95.6%	3,010,481
	ENDING FUND BALANCE	(6,637,632)	(6,599,564)	(7,068,959)	(7,068,959)	100.0%	41,710

PARKS & RECREATION 2510							
Code	Expenditure Classification	Actual Expense 2015-16	Actual Expense 2016-17	Amended Budget 2017-18	Estimated Expense 2017-18	% of Budget Expended	Adopted Budget 2018-19
<b>Parks &amp; Recreation - Recreation Division</b>							
	<b>Personnel Schedule</b>	<b>Actual 2015-16</b>	<b>Actual 2016-17</b>	<b>Actual 2017-18</b>	<b>Adopted 2018-19</b>		
	<b>Full Time:</b>						
	Assistant Town Manager	0.00	0.05	0.10	0.00		
	Parks and Recreation Manager	0.78	0.78	0.78	0.78		
	Marketing and Public Affairs Officer	0.05	0.05	0.00	0.00		
	Emergency Services Officer	0.60	0.00	0.00	0.00		
	Executive Secretary	0.00	0.03	0.00	0.00		
	Public Relations Specialist	0.06	0.06	0.00	0.00		
	Recreation Supervisor	1.00	2.00	2.00	1.00		
	Event Coordinator	0.67	0.67	0.00	0.00		
	Maintenance Supervisor	0.00	0.00	0.19	0.19		
	Sr. Maintenance Worker	0.00	0.20	0.00	0.00		
	Maintenance Worker II	0.00	0.37	0.36	0.36		
	Maintenance Worker I	0.00	0.03	0.00	0.00		
	Custodian	0.00	0.00	0.03	0.03		
	Administrative Secretary	0.91	0.91	0.91	0.91		
	Recreation Coordinator	1.00	0.00	0.00	0.00		
	Recreation Assistant	0.00	2.00	2.00	1.00		
	Recreation Specialist	0.00	0.00	0.00	3.00		
	Senior Office Assistant	1.00	1.00	0.98	0.98		
	Office Assistant	1.00	1.00	1.00	1.00		
	<b>Part Time:</b>						
	Event Coordinator-PT	0.00	0.00	0.65	0.00		
	Recreation Coordinator	0.50	0.63	0.00	0.00		
	Event Assistant	1.00	1.00	1.40	0.60		
	Recreation Assistant	0.60	1.17	0.56	0.66		
	Senior Lifeguard	0.51	0.29	0.29	0.29		
	Lifeguard	4.00	4.38	4.35	3.64		
	Recreation Leader II	0.45	3.47	3.22	4.40		
	Recreation Leader I	0.44	6.15	5.92	5.68		
	Parks and Recreation Commissioners	1.25	1.25	1.25	1.25		
	<b>Sub-Total FTE's:</b>	<b>15.82</b>	<b>27.49</b>	<b>25.99</b>	<b>25.77</b>		
<b>Parks &amp; Recreation - Grounds Division</b>							
	<b>Personnel Schedule</b>	<b>Actual 2015-16</b>	<b>Actual 2016-17</b>	<b>Actual 2017-18</b>	<b>Adopted 2018-19</b>		
	<b>Full Time:</b>						
	Director of Public Works	0.33	0.33	0.33	0.33		
	Public Works Manager	0.30	0.33	0.33	0.00		
	Public Works Supervisor	0.00	0.46	0.46	0.46		
	Grounds Services Worker III	0.92	0.92	0.92	0.92		
	Grounds Services Worker II	2.67	2.75	2.67	2.67		
	Grounds Services Worker I	4.00	2.00	3.00	3.00		
	<b>Part Time:</b>						
	Grounds Services Aide	2.06	1.58	2.57	2.58		
	<b>Sub-Total FTE's:</b>	<b>10.28</b>	<b>8.37</b>	<b>10.28</b>	<b>9.96</b>		
<b>Parks &amp; Recreation - Facilities</b>							
	<b>Personnel Schedule</b>	<b>Actual 2015-16</b>	<b>Actual 2016-17</b>	<b>Actual 2017-18</b>	<b>Adopted 2018-19</b>		
	<b>Full Time:</b>						
	Maintenance Supervisor	0.00	0.00	0.44	0.25		
	Sr. Maintenance Worker	0.48	0.28	0.00	0.00		
	Maintenance Worker II	0.68	0.31	0.62	0.26		
	Maintenance Worker I	0.67	0.49	1.00	0.00		
	Custodian	1.00	1.00	1.00	0.44		
	<b>Part Time:</b>						
	Custodian	0.56	0.40	0.40	0.76		
	<b>Sub-Total FTE's:</b>	<b>3.39</b>	<b>2.48</b>	<b>3.02</b>	<b>1.71</b>		
	<b>Total FTE's:</b>	<b>29.49</b>	<b>38.34</b>	<b>39.29</b>	<b>37.44</b>		



Town of Apple Valley							
Capital Improvement Plan							
FY 2018-2019 Budget by Funding Source							
Measure I	TIF	Grants	Other	DIF	Wastewater	Totals	
<b>Estimated Beginning CIP Resources Available at July 1, 2018</b>							
4,444,432	9,795,286	-	-	2,116,533	43,650,946		
5,446,966	3,000,000	3,409,966	-	-	6,800,000		
<b>9,891,398</b>	<b>12,795,286</b>	<b>3,409,966</b>	<b>-</b>	<b>2,116,533</b>	<b>50,450,946</b>		
<b>Estimated Resources Available</b>							
<b>Total Resources Available</b>							
<b>Preliminary Design</b>							
AV Village SR18 Corridor Enhancement Plan	18,839	68,161	-	8	-	87,000	
High Desert Corridor	10,000	-	-	-	-	10,000	
<b>Full Design</b>							
Apple Valley South Safe Routes to School	-	208,125	-	7	-	208,125	
Bear Valley Bridge (Mojave River Bridge)	68,820	531,180	-	1	-	600,000	
Bear Valley Intersection Improvements @ Navajo Rd and Kiowa	50,000	-	-	-	-	50,000	
Dale Evans Parkway @ Waalew Road Realignment	25,000	-	-	-	-	25,000	
Hwy 18 West End Widening (Phase 1, AVR Realignment)	200,000	-	-	-	-	200,000	
Rio Vista Academy Sidewalk Improvements	50,000	-	-	-	-	50,000	
Apple Valley Village Accessibility Phase 1	-	-	463,000	4, 5	-	463,000	
Bear Valley Road Bus Stop Improvements	-	-	240,000	4	-	240,000	
Wilka Road West End @ SR18 Access Improvements	-	200,000	-	-	-	200,000	
<b>Construction</b>							
Apple Valley South Safe Routes to School	-	2,602,500	-	7	-	2,602,500	
Bear Valley Road Commercial Corridor Signal Improvements	-	250,000	-	-	-	250,000	
Drywell Installation Program	-	-	-	-	300,000	300,000	
Hitt Road Drainage Improvements	-	-	-	-	80,000	80,000	
Lafayette @ Dale Evans Parkway	-	1,230,333	-	-	-	1,230,333	
Navajo Road Drainage	-	-	-	-	300,000	300,000	
NAVISP	-	-	965,274	3	-	965,274	
Paving Priorities (50% Categorical/50% Non-Categorical)	1,000,000	-	1,302,450	2	-	2,302,450	
SBCTA Congestion Management Plan	5,000	-	-	-	-	5,000	
Yucca Loma Bridge	148,000	-	52,000	6	-	200,000	
<b>Road Total</b>	<b>1,575,659</b>	<b>1,680,333</b>	<b>3,022,724</b>	<b>680,000</b>	<b>-</b>	<b>10,368,682</b>	
<b>Grounds Maintenance (Horsemens Center)</b>							
<b>Grounds Maintenance Total</b>							
<b>Wastewater</b>							
Apple Valley Desert Water Reuse	-	-	-	-	1,373,000	1,373,000	
Sewer Manhole Rehab, Various Locations (Year 6 of 7)	-	-	-	-	100,000	100,000	
Sewer Manhole Cover Replacement, ADist. 2A (Year 1 of 7)	-	-	-	-	100,000	100,000	
Sewer Main Replacement, Various Locations	-	-	-	-	100,000	100,000	
Metering Station, NorthEnd of 3A Assessment District	-	-	-	-	25,000	25,000	
Transfer Switch, Assessment Dist. 3A#1 Lift Station	-	-	-	-	11,000	11,000	
Ultrasonic Level Control, Four Lift Stations	-	-	-	-	27,000	27,000	

**Town of Apple Valley**  
**Capital Improvement Plan**  
**FY 2018-2019 Budget by Funding Source**

	Measure I	TIF	Grants	Other	DIF	Wastewater	Totals
<b>Wastewater Total</b>	-	-	-	-	-	1,736,000	1,736,000
<b>Capital Projects Total</b>	1,575,659	1,680,333	3,409,966	3,022,724	680,000	-	12,104,682
<b>Estimated Ending CIP Resources Available June 30, 2019</b>	8,315,739	11,114,953	-	(3,022,724)	1,436,533	50,450,946	68,295,447

**\* Other Funding Sources**

- 1) HBP = Highway Bridge Program - Federal Grant
- 2) Senate Bill 1 (SB1)
- 3) Funds from Dissolution of CSA 17
- 4) LTF
- 5) PBID
- 6) San Bernardino County - Public Works
- 7) ATP - Active Transportation Program - State
- 8) Sustainable Transportation Planning Grant

TIF = Transportation Impact Fees (fund 4410)  
DIF = Storm Drainage Facilities Fees (fund 4760)

**Town of Apple Valley  
Capital Improvement Plan  
7 Year Plan 2018-2025**

Projects	18/19	19/20	20/21	21/22	22/23	23/24	24/25	Totals
<b>Road Projects</b>								
<b>Preliminary Design</b>								
AV Village SR18 Corridor Enhancement Plan	87,000	57,750	-	-	-	-	-	144,750
High Desert Corridor	10,000	10,000	10,000	10,000	10,000	10,000	10,000	70,000
Standing Rock Road Realignment / Hwy 18 Signal	-	150,000	-	-	-	-	-	150,000
<b>Full Design</b>								
Apple Valley South Safe Routes to School	97,000	217,750	10,000	10,000	10,000	10,000	10,000	364,750
Bear Valley Bridge (Mojave River Bridge)	208,125	-	-	-	-	-	-	208,125
Bear Valley Intersection Improvements @ Navajo Rd and Kiowa Rd	600,000	305,000	-	-	-	-	-	905,000
Central Road, from SR18 to Bear Valley Road	50,000	-	100,000	-	-	-	-	150,000
Dale Evans Parkway @ Waalew Road (Realignment)	-	-	-	-	-	-	-	100,000
Hwy 18 West End Widening (Phase 1, AVR Realignment)	25,000	-	-	-	-	-	-	25,000
Rio Vista Academy Sidewalk Improvements	200,000	150,000	-	-	-	-	-	350,000
Standing Rock Road Realignment / Hwy 18 Signal	50,000	-	-	-	-	-	-	50,000
Wika Road West End @ SR18 Access Improvements	200,000	-	350,000	-	-	-	-	700,000
<b>Construction</b>								
Apple Valley Road @ Bear Valley Rd SE Corner Improvements	1,333,125	455,000	450,000	350,000	-	-	-	2,588,125
Apple Valley South Safe Routes to School	-	390,000	-	-	-	-	-	390,000
Bear Valley Bridge (Mojave River Bridge)	2,602,500	534,500	-	-	-	-	-	3,137,000
Bear Valley Intersection Improvements @ Navajo Rd and Kiowa Rd	-	20,000,000	15,791,000	-	-	-	-	35,791,000
Bear Valley Road Commercial Corridor Signal Improvements	250,000	250,000	-	-	-	-	-	500,000
Central Road, from SR18 to Bear Valley Road	-	-	250,000	660,000	660,000	-	-	1,320,000
Dale Evans Parkway @ Waalew Road (Realignment)	-	-	-	1,000,000	1,000,000	-	-	2,000,000
Drywell Installation Program	300,000	-	-	300,000	-	-	300,000	900,000
Hitt Road Drainage Improvements	80,000	-	-	-	-	-	-	80,000
Hwy 18 Shoulder Median (Navajo to Central)	-	1,000,000	-	-	-	-	-	1,000,000
Hwy 18 West End Widening (AVR to TAO)	-	-	11,000,000	-	-	-	-	11,000,000
Hwy 18 West End Widening (Phase 1, AVR Realignment)	-	4,015,000	4,155,600	-	-	-	-	8,170,600
Lafayette @ Dale Evans Parkway	1,230,333	-	-	-	-	-	-	1,230,333
Navajo Road Drainage	300,000	-	-	-	-	-	-	300,000
NAVISP	965,274	-	-	-	-	-	-	965,274
Paving Priorities (50% Categorical/50% Non-Categorical)	2,302,450	2,265,000	2,265,000	2,265,000	2,265,000	2,265,000	2,265,000	15,892,450
Rio Vista Academy Sidewalk Improvements	-	550,000	-	-	-	-	-	550,000
SBCTA Congestion Management Plan	5,000	5,000	5,000	5,000	5,000	5,000	5,000	35,000
Standing Rock Road Realignment / Hwy 18 Signal	-	-	-	1,250,000	1,250,000	-	-	2,500,000
Bear Valley Road Bus Stop Improvements	240,000	-	-	-	-	-	-	240,000
Apple Valley Village Accessibility Phase 1	463,000	-	-	-	-	-	-	463,000
Yucca Loma Bridge	200,000	200,000	-	-	-	-	-	600,000
Yucca Loma Corridor Improvements	-	3,986,859	-	-	-	-	-	3,986,859
Yucca Loma Road Widening (Apple Valley Rd to Rincon Rd)	-	-	-	2,000,000	3,000,000	-	-	5,000,000
<b>Road Total</b>	<b>8,938,557</b>	<b>13,646,359</b>	<b>37,875,600</b>	<b>22,271,000</b>	<b>8,180,000</b>	<b>2,270,000</b>	<b>2,570,000</b>	<b>95,751,516</b>
<b>Totals</b>	<b>10,368,682</b>	<b>14,319,109</b>	<b>38,335,600</b>	<b>22,631,000</b>	<b>8,190,000</b>	<b>2,280,000</b>	<b>2,580,000</b>	<b>98,704,391</b>

**Town of Apple Valley  
Capital Improvement Plan  
7 Year Plan 2018-2025**

Projects	18/19	19/20	20/21	21/22	22/23	23/24	24/25	Totals
<b>Wastewater</b>								
Apple Valley Desert Water Reuse Project	1,373,000	-	-	-	-	-	-	1,373,000
Sewer Manhole Rehabilitation, Various Locations (Year 6 of 7)	100,000	100,000	-	-	-	-	-	200,000
Sewer Manhole Cover Replacement, Assess. Dist. 2A (Year 1 of 7)	100,000	100,000	100,000	100,000	100,000	100,000	100,000	700,000
Sewer Main Replacement, Various Locations	100,000	-	-	-	-	-	-	100,000
Metering Station, NorthEnd of 3A Assessment District	25,000	-	-	-	-	-	-	25,000
Transfer Switch, Assessment Dist. 3A#1 Lift Station	11,000	-	-	-	-	-	-	11,000
Ultrasonic Level Control, Four Lift Stations	27,000	-	-	-	-	-	-	27,000
<b>Wastewater Total</b>	<b>1,736,000</b>	<b>200,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>2,436,000</b>
<b>Total Capital Improvements Projects</b>	<b>12,104,682</b>	<b>14,519,109</b>	<b>38,435,600</b>	<b>22,731,000</b>	<b>8,290,000</b>	<b>2,380,000</b>	<b>2,680,000</b>	<b>101,140,391</b>

**Town of Apple Valley  
Capital Improvement Project  
FY 2018-2019**

**Apple Valley Village SR 18 Corridor Enhancement Plan**

**Project #: 9599**

**Project Cost:** \$285,000

**Previous Cost:** \$140,250

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

**Department:** Engineering

**Location:** State Route 18 from Navajo Rd to Central Road



**Description:**

The Apple Valley Village SR 18 Corridor Enhancement Plan will identify necessary transportation improvements to revitalize a 1.1-mile corridor on State Route 18 through the Village; Apple Valley's first business district. Ultimately, the Plan will lead to "Complete Street" provisions for motorists, pedestrians, bicyclists, storm water, and greening elements that improve the corridor and protect the environment.

Description of Expenditures	FY18-19	FY19-20	FY20-21	FY21-22	FY22-23	5 Year Total
Architect Fees						-
Construction						-
Engineering Fees	87,000	57,750				144,750
Equipment						-
Inspection						-
Land Acquisition						-
Other Costs						-
<b>Total</b>	<b>87,000</b>	<b>57,750</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>144,750</b>

Funding Sources	FY18-19	FY19-20	FY20-21	FY21-22	FY22-23	5 Year Total
SCTP Grant	68,161	51,126				119,287
Town - Measure I	18,839	6,624				25,463
<b>Total</b>	<b>87,000</b>	<b>57,750</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>144,750</b>

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

**Town of Apple Valley  
Capital Improvement Project  
FY 2018-2019**

**Bear Valley Bridge Rehabilitation (Mojave River Bridge)**

**Project #: 9282**

**Project Cost:** \$37,921,000

**Previous Cost:** \$1,225,000

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

**Department:** Engineering

**Location:** Bear Valley Bridge



**Description:**

The Engineering Department has retained a consultant for structural engineering services to help analyze and rehabilitate the existing Bear Valley Road Bridge. The consultant will also prepare engineering design to widen the bridge to address the deficient deck geometry. The ultimate bridge section will consist of: six east/west travel lanes, a center median, shoulders and class 1 bikeway. The Engineering Department has successfully applied for federal funds under the Highway Bridge Program (HBP). Tasks to be completed for this project include environmental clearance, bridge rehabilitation and widening design plans.

Description of Expenditures	FY18-19	FY19-20	FY20-21	FY21-22	FY22-23	5 Year Total
Architect Fees						-
Construction			20,000,000	15,791,000		35,791,000
Engineering Fees	600,000	305,000				905,000
Equipment						-
Inspection						-
Land Acquisition						-
Other Costs						-
<b>Total</b>	<b>600,000</b>	<b>305,000</b>	<b>20,000,000</b>	<b>15,791,000</b>	<b>-</b>	<b>36,696,000</b>

Funding Sources	FY18-19	FY19-20	FY20-21	FY21-22	FY22-23	5 Year Total
Measure I Local	68,820	34,983	2,294,000	1,811,228		4,209,031
HBP	531,180	270,017	17,706,000	13,979,772		32,486,969
<b>Total</b>	<b>600,000</b>	<b>305,000</b>	<b>20,000,000</b>	<b>15,791,000</b>	<b>-</b>	<b>36,696,000</b>

Operating & Maintenance Budget Impact	FY18-19	FY19-20	FY20-21	FY21-22	FY22-23	5 Year Total
Operations						-
Maintenance						-
Capital Outlay						-
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0</b>

**Town of Apple Valley  
Capital Improvement Project  
FY 2018-2019**

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

**Project #: 9410**

**Project Cost:** \$9,500,000

**Previous Cost:** \$979,400

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

**Department:** Engineering

**Location:** Hwy 18 & Apple Valley Road



**Description:**

The Engineering Division is continuing to improve Apple Valley Road at Highway 18 with plans currently being finalized to re-align and re-contour the intersection, allowing the removal of the split-phase operation, and greatly improve traffic movement in all directions. The environmental work for the intersection was completed during fiscal year 13/14. Engineering final plans will be completed in the Fall of 2019. Right of Way acquisition is currently underway. The planned activities for the future of this project are to look for federal and/or state grants for construction of this project, as well as to proactively save unencumbered Measure I funds for future construction.

Description of Expenditures	FY18-19	FY19-20	FY20-21	FY21-22	FY22-23	5 Year Total
Architect Fees						-
Construction		4,000,000	4,140,600			8,140,600
Engineering Fees	200,000	150,000				350,000
Equipment						-
Inspection		15,000	15,000			30,000
Land Acquisition						-
Other Costs						-
<b>Total</b>	<b>200,000</b>	<b>4,165,000</b>	<b>4,155,600</b>	<b>-</b>	<b>-</b>	<b>8,520,600</b>

Funding Sources	FY18-19	FY19-20	FY20-21	FY21-22	FY22-23	5 Year Total
Measure I Local	200,000	4,165,000	4,155,600			8,520,600
<b>Total</b>	<b>200,000</b>	<b>4,165,000</b>	<b>4,155,600</b>	<b>-</b>	<b>-</b>	<b>8,520,600</b>

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

**Town of Apple Valley  
Capital Improvement Project  
FY 2018-2019**

**Dale Evans Parkway @ Waalew Road Realignment**

**Project #: 9336-5000**

**Project Cost:** \$1,145,000

**Previous Cost:** \$120,000

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

**Department:** Engineering

**Location:** Dale Evans Parkway



**Description:**

This project will eliminate the existing offset intersection by realigning Dale Evans Parkway to be consistent with the Town's General Plan's Circulation Element. Proposed tasks include: right-of-way acquisition and construction.

Description of Expenditures	FY18-19	FY19-20	FY20-21	FY21-22	FY22-23	5 Year Total
Architect Fees						-
Construction					990,000	990,000
Engineering Fees					10,000	10,000
Equipment						-
Inspection						-
Land Acquisition	25,000					25,000
Other Costs						-
<b>Total</b>	<b>25,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,000,000</b>	<b>1,025,000</b>

Funding Sources	FY18-19	FY19-20	FY20-21	FY21-22	FY22-23	5 Year Total
Measure I Local	25,000				1,000,000	1,025,000
<b>Total</b>	<b>25,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,000,000</b>	<b>1,025,000</b>

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



**Town of Apple Valley  
Capital Improvement Project  
FY 2018-2019**

**High Desert Corridor**

**Project #: 9390**

**Project Cost:** \$25,000 per year

**Previous Cost:** \$ -

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

**Department:** Engineering

**Location:** High Desert Corridor

**Description:**

This project is a multi-regional and multi-jurisdictional transportation project and the Engineering Department is working closely with Caltrans District 8, Caltrans District 7, SBCTA, San Bernardino County, Los Angeles County, and with Los Angeles Metro to move this project forward with construction of Phase One anticipated to begin in 2016.

Description of Expenditures	FY18-19	FY19-20	FY20-21	FY21-22	FY22-23	5 Year Total
Architect Fees						-
Construction						-
Engineering Fees	10,000	10,000	10,000	10,000	10,000	50,000
Equipment						-
Inspection						-
Land Acquisition						-
Other Costs						-
<b>Total</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>50,000</b>

Funding Sources	FY18-19	FY19-20	FY20-21	FY21-22	FY22-23	5 Year Total
Measure I Local	10,000	10,000	10,000	10,000	10,000	50,000
<b>Total</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>50,000</b>

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



**Town of Apple Valley  
Capital Improvement Project  
FY 2018-2019**

**Highway 18 Shoulder Median Improvement Project, From Navajo Road to Central Road**

**Project #: 9415-5000**

**Project Cost:** \$1,000,000

**Previous Cost:** \$ -

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

**Department:** Engineering

**Location:** Highway 18 between Navajo Rd and Central Rd



**Description:**

Provide professional engineering and design services to improve the median areas along U.S. Highway 18 between Navajo Road on the west and Central Road on the east.

Description of Expenditures	FY18-19	FY19-20	FY20-21	FY21-22	FY22-23	5 Year Total
Construction		1,000,000				1,000,000
Other Costs						-
<b>Total</b>	-	1,000,000	-	-	-	1,000,000

Funding Sources	FY18-19	FY19-20	FY20-21	FY21-22	FY22-23	5 Year Total
Drainage Impact Fee		1,000,000				1,000,000
<b>Total</b>	-	1,000,000	-	-	-	1,000,000

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

**Town of Apple Valley  
Capital Improvement Project  
FY 2018-2019**

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

**Project #: 9525**

**Project Cost:** Annual Project

**Previous Cost:** \$ -

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

**Department:** Engineering

**Location:** Apple Valley



**Description:**

Our annual Town-wide slurry seal paving project is based on information in our Pavement Management System (PMS). The PMS database contains all of the paving history in Town and helps us plan this yearly project.

Description of Expenditures	FY18-19	FY19-20	FY20-21	FY21-22	FY22-23	5 Year Total
Architect Fees						-
Construction	2,292,450	2,255,000	2,255,000	2,255,000	2,255,000	11,312,450
Engineering Fees	5,000	5,000	5,000	5,000	5,000	25,000
Equipment						-
Inspection	5,000	5,000	5,000	5,000	5,000	25,000
Land Acquisition						-
Other Costs						-
<b>Total</b>	<b>2,302,450</b>	<b>2,265,000</b>	<b>2,265,000</b>	<b>2,265,000</b>	<b>2,265,000</b>	<b>11,362,450</b>

Funding Sources	FY18-19	FY19-20	FY20-21	FY21-22	FY22-23	5 Year Total
Measure I Local	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	5,000,000
TDA Article 3	37,450					37,450
Senate Bill 1	1,265,000	1,265,000	1,265,000	1,265,000	1,265,000	6,325,000
<b>Total</b>	<b>2,302,450</b>	<b>2,265,000</b>	<b>2,265,000</b>	<b>2,265,000</b>	<b>2,265,000</b>	<b>11,362,450</b>

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

**Town of Apple Valley  
Capital Improvement Project  
FY 2018-2019**

**SBCTA Congestion Management Plan**

**Project #: 9546**

**Project Cost:** \$5,000 per year

**Previous Cost:** \$ -

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

**Department:** Engineering

**Location:** Town wide



**Description:**

In association with SBCTA, this program is designed to develop methods to alleviate congestion throughout the Town.

Description of Expenditures	FY18-19	FY19-20	FY20-21	FY21-22	FY22-23	5 Year Total
Architect Fees						-
Construction						-
Engineering Fees	5,000	5,000	5,000	5,000	5,000	25,000
Equipment						-
Inspection						-
Land Acquisition						-
Other Costs						-
<b>Total</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>25,000</b>

Funding Sources	FY18-19	FY19-20	FY20-21	FY21-22	FY22-23	5 Year Total
Measure I Local	5,000	5,000	5,000	5,000	5,000	25,000
<b>Total</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>25,000</b>

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

**Town of Apple Valley  
Capital Improvement Project  
FY 2018-2019**

**Standing Rock @ Hwy 18**

**Project #: 9564**

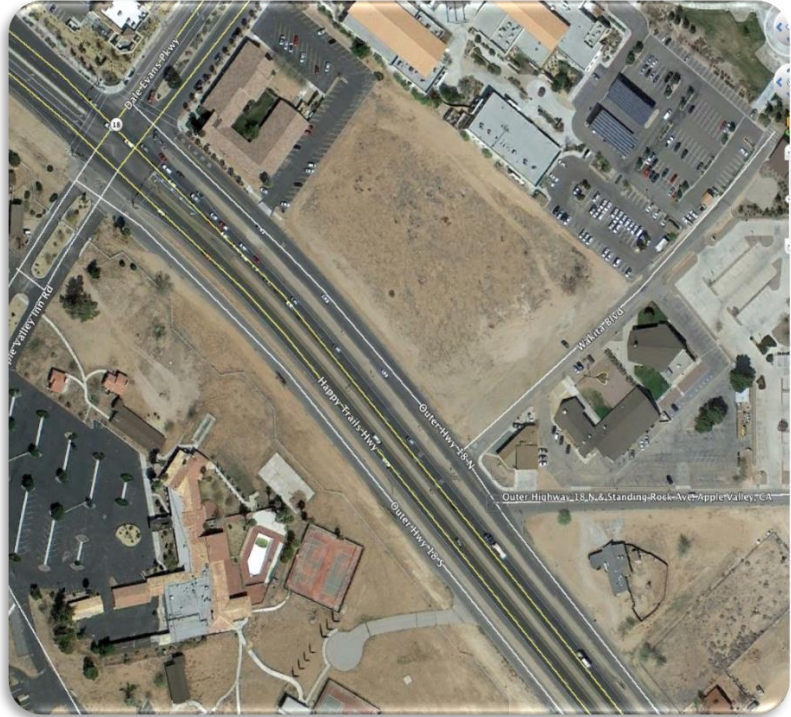
**Project Cost:** \$3,000,000

**Previous Cost:** \$ -

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

**Department:** Engineering

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



**Description:**

This projects entails the realignment of Standing Rock Road and the widening and improvement of Highway 18 between Dale Evans Parkway and Standing Rock Road. The project will also include the improvement of the existing traffic signal at Dale Evans Pkwy and the construction of a new signal at the new intersection of Hwy 18 and Standing Rock Road.

Description of Expenditures	FY18-19	FY19-20	FY20-21	FY21-22	FY22-23	5 Year Total
Architect Fees						-
Construction				1,250,000	1,250,000	2,500,000
Engineering Fees		150,000	350,000	350,000		850,000
Equipment						-
Inspection						-
Land Acquisition						-
Other Costs						-
<b>Total</b>	-	150,000	350,000	1,600,000	1,250,000	3,350,000

Funding Sources	FY18-19	FY19-20	FY20-21	FY21-22	FY22-23	5 Year Total
Measure I Local		150,000	350,000	1,600,000	1,250,000	3,350,000
<b>Total</b>	-	150,000	350,000	1,600,000	1,250,000	3,350,000

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

**Town of Apple Valley  
Capital Improvement Project  
FY 2018-2019**

**Yucca Loma Bridge**

**Project #: 9588**

**Project Cost:** \$42,926,340

**Previous Cost:** \$42,326,340

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

**Department:** Engineering

**Location:** Yucca Loma Bridge



**Description:**

This Engineering Department project is the number one top priority transportation project in the Town of Apple Valley. The bridge structure, as well as Yates Road, is completed and open to traffic. Construction activities are ongoing through the restoration area maintenance for a total of five years.

Description of Expenditures	FY18-19	FY19-20	FY20-21	FY21-22	FY22-23	5 Year Total
Architect Fees						-
Construction	200,000	200,000	200,000			600,000
Engineering Fees						-
Equipment						-
Inspection						-
Land Acquisition						-
Other Costs						-
<b>Total</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>-</b>	<b>-</b>	<b>600,000</b>

Funding Sources	FY18-19	FY19-20	FY20-21	FY21-22	FY22-23	5 Year Total
San Bernardino County	52,000	52,000	52,000			156,000
Measure I	148,000	148,000	148,000			444,000
<b>Total</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>-</b>	<b>-</b>	<b>600,000</b>

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

**Town of Apple Valley  
Capital Improvement Project  
FY 2018-2019**

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

**Project #: 9595**

**Project Cost:** \$2,000,000

**Previous Cost:** \$ -

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

**Department:** Engineering

**Location:** Yucca Loma Road

**Description:**

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

Description of Expenditures	FY18-19	FY19-20	FY20-21	FY21-22	FY22-23	5 Year Total
Architect Fees						-
Construction				1,990,000	2,990,000	4,980,000
Engineering Fees				5,000	5,000	10,000
Equipment						-
Inspection				5,000	5,000	10,000
Land Acquisition						-
Other Costs						-
<b>Total</b>	-	-	-	2,000,000	3,000,000	5,000,000

Funding Sources	FY18-19	FY19-20	FY20-21	FY21-22	FY22-23	5 Year Total
Measure I				2,000,000	3,000,000	5,000,000
<b>Total</b>	-	-	-	2,000,000	3,000,000	5,000,000

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



**Town of Apple Valley  
Capital Improvement Project  
FY 2018-2019**

**Lafayette @ Dale Evans Parkway Improvements**

**Project #: 9596-0000**

**Project Cost:** \$1,230,333

**Previous Cost:** \$ -

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

**Department:** Engineering

**Location:** Lafayette St. between Dale Evans Pkwy and Navajo Rd.



**Description:**

The project includes the design and construction of regional street improvements along Lafayette Street between Dale Evans Parkway and Navajo Road and along Navajo Road from Lafayette Street to Burbank Road.

Description of Expenditures	FY18-19	FY19-20	FY20-21	FY21-22	FY22-23	5 Year Total
Architect Fees						-
Construction	1,230,333					1,230,333
Engineering Fees						-
Equipment						-
Inspection						-
Land Acquisition						-
Other Costs						-
<b>Total</b>	<b>1,230,333</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,230,333</b>

Funding Sources	FY18-19	FY19-20	FY20-21	FY21-22	FY22-23	5 Year Total
Traffic Impact Fees	1,230,333					1,230,333
<b>Total</b>	<b>1,230,333</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,230,333</b>

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



**Town of Apple Valley  
Capital Improvement Project  
FY 2018-2019**

**Sewer Manhole Rehabilitation, Various Locations**

**Project #: 9599-0000**

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

**Previous Cost:** \$400,000

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

**Department:** Public Works - Wastewater

**Location:** Various Locations



**Description:**

The Manhole Rehabilitation Project will provide a protective inner coating for manholes with the highest need annually. This will extend the useful life of the structures and prevent failures to the betterment of the surrounding community. FY 17-18 will be year #5 of a 7-year program.

Description of Expenditures	FY18-19	FY19-20	FY20-21	FY21-22	FY22-23	5 Year Total
Architect Fees						-
Construction	100,000	100,000				200,000
Engineering Fees						-
Equipment						-
Inspection						-
Land Acquisition						-
Other Costs						-
<b>Total</b>	<b>100,000</b>	<b>100,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>200,000</b>

Funding Sources	FY18-19	FY19-20	FY20-21	FY21-22	FY22-23	5 Year Total
Wastewater Fund	100,000	100,000				200,000
<b>Total</b>	<b>100,000</b>	<b>100,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>200,000</b>

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

**Town of Apple Valley  
Capital Improvement Project  
FY 2018-2019**

**Bear Valley Intersection Improvements @ Navajo Rd and Kiowa R**

**Project #: TBD**

**Project Cost:** \$500,000

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

**Department:** Engineering

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



**Description:**

Construct intersection improvements based on the results of traffic signal study for each location.

Description of Expenditures	FY18-19	FY19-20	FY20-21	FY21-22	FY22-23	5 Year Total
Architect Fees						-
Construction		450,000				450,000
Engineering Fees	50,000					50,000
Equipment						-
Inspection						-
Land Acquisition						-
Other Costs						-
<b>Total</b>	<b>50,000</b>	<b>450,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>500,000</b>

Funding Sources	FY18-19	FY19-20	FY20-21	FY21-22	FY22-23	5 Year Total
Measure I Local	50,000	450,000				500,000
<b>Total</b>	<b>50,000</b>	<b>450,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>500,000</b>

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

**Town of Apple Valley  
Capital Improvement Project  
FY 2018-2019**

**Bear Valley Road Commercial Corridor Signal Study**

**Project #: 9599**

**Project Cost:** \$750,000

**Previous Cost:** \$ -

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

**Department:** Engineering

**Location:** Bear Valley Commercial Corridor



**Description:** Based on the recommendations made in the recently completed corridor study, the Town will modify the existing equipment at the six intersections considered the Bear Valley Commercial Corridor.

Description of Expenditures	FY18-19	FY19-20	FY20-21	FY21-22	FY22-23	5 Year Total
Architect Fees						-
Construction						-
Engineering Fees	250,000	250,000	250,000			750,000
Equipment						-
Inspection						-
Land Acquisition						-
Other Costs						-
<b>Total</b>	<b>250,000</b>	<b>250,000</b>	<b>250,000</b>	<b>-</b>	<b>-</b>	<b>750,000</b>

Funding Sources	FY18-19	FY19-20	FY20-21	FY21-22	FY22-23	5 Year Total
Traffic Impact Fees	250,000	250,000	250,000			750,000
<b>Total</b>	<b>250,000</b>	<b>250,000</b>	<b>250,000</b>	<b>-</b>	<b>-</b>	<b>750,000</b>

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

**Town of Apple Valley  
Capital Improvement Project  
FY 2018-2019**

**Apple Valley South Safe Routes to School**

**Project #: TBD**

**Project Cost:** \$3,470,000

**Previous Cost:** \$ 124,875

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

**Department:** Engineering

**Location:** Navajo Road from Bear Valley Road south to Tussing Ranch Road; Tussing Ranch Road to Cochiti Road; Sandia Road from Navajo to Mohawk Road; and Manhasset Road from Tussing Ranch Road to Panoche Road.



**Description:** Design and construct 5,390' of new sidewalk and replace 9,500' of pavement to create a Class 1 bike path, add curb and gutter; signage and striping; ADA ramps; and high visibility crosswalks. As outlined in the Safe Routes to School Master Plan, the project creates non-motorized transportation links for residents in the adjacent community to more safely access their schools, resource centers, parks, and bus transportation to reach medical services, employment centers, and regional shopping.

Description of Expenditures	FY18-19	FY19-20	FY20-21	FY21-22	FY22-23	5 Year Total
Architect Fees						-
Construction	2,602,500	534,500				3,137,000
Engineering Fees	208,125					208,125
Equipment						-
Inspection						-
Land Acquisition						-
Other Costs						-
<b>Total</b>	<b>2,810,625</b>	<b>534,500</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,345,125</b>

Funding Sources	FY18-19	FY19-20	FY20-21	FY21-22	FY22-23	5 Year Total
Active Transportation Grant	2,810,625	534,500				3,345,125
<b>Total</b>	<b>2,810,625</b>	<b>534,500</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,345,125</b>

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

**Town of Apple Valley  
Capital Improvement Project  
FY 2018-2019**

**Apple Valley Road @ Bear Valley Rd SE Corner Improvements**

**Project #: TBD**

**Project Cost:** \$390,000

**Previous Cost:** \$ -

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

**Department:** Engineering

**Location:** Yucca Loma Road

**Description:**

The town will participate in the improvements of this developer-driven project by relocating the existing high-voltage power pole.



Description of Expenditures	FY18-19	FY19-20	FY20-21	FY21-22	FY22-23	5 Year Total
Architect Fees						-
Construction		390,000				390,000
Engineering Fees						-
Equipment						-
Inspection						-
Land Acquisition						-
Other Costs						-
<b>Total</b>	-	390,000	-	-	-	390,000

Funding Sources	FY18-19	FY19-20	FY20-21	FY21-22	FY22-23	5 Year Total
TIF		390,000				390,000
<b>Total</b>	-	390,000	-	-	-	390,000

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

**Town of Apple Valley  
Capital Improvement Project  
FY 2018-2019**

**Central Road from Highway 18 to Bear Valley Road**

**Project #: TBD**

**Project Cost:** \$1,420,000

**Previous Cost:** \$ -

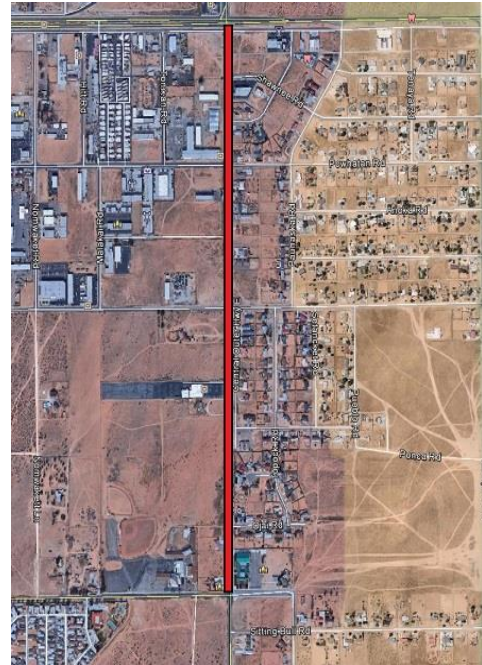
**O&M Impact:** \$ -

**Department:** Engineering

**Location:** Yucca Loma Road

**Description:**

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



Description of Expenditures	FY18-19	FY19-20	FY20-21	FY21-22	FY22-23	5 Year Total
Architect Fees						-
Construction				660,000	660,000	660,000
Engineering Fees			100,000			100,000
Equipment						-
Inspection						-
Land Acquisition						-
Other Costs						-
<b>Total</b>	-	-	100,000	660,000	660,000	1,420,000

Funding Sources	FY18-19	FY19-20	FY20-21	FY21-22	FY22-23	5 Year Total
Measure I			100,000	660,000	660,000	1,420,000
<b>Total</b>	-	-	100,000	660,000	660,000	1,420,000

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

**Town of Apple Valley  
Capital Improvement Project  
FY 2018-2019**

**Drywell Installation**

**Project #: TBD**

**Project Cost:** \$300,000

**Previous Cost:** \$ -

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

**Department:** Engineering

**Location:** Various Locaitons



**Description:** Engineering staff will work alongside Public Works to identify priority areas and install new drywells to alleviate flooded roadways.

Description of Expenditures	FY18-19	FY19-20	FY20-21	FY21-22	FY22-23	5 Year Total
Architect Fees						-
Construction	300,000			300,000		600,000
Engineering Fees						-
Equipment						-
Inspection						-
Land Acquisition						-
Other Costs						-
<b>Total</b>	<b>300,000</b>	<b>-</b>	<b>-</b>	<b>300,000</b>	<b>-</b>	<b>600,000</b>

Funding Sources	FY18-19	FY19-20	FY20-21	FY21-22	FY22-23	5 Year Total
DIF	300,000			300,000		600,000
<b>Total</b>	<b>300,000</b>	<b>-</b>	<b>-</b>	<b>300,000</b>	<b>-</b>	<b>600,000</b>

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

**Town of Apple Valley  
Capital Improvement Project  
FY 2018-2019**

**Hitt Road Drainage Improvements**

**Project #: TBD**

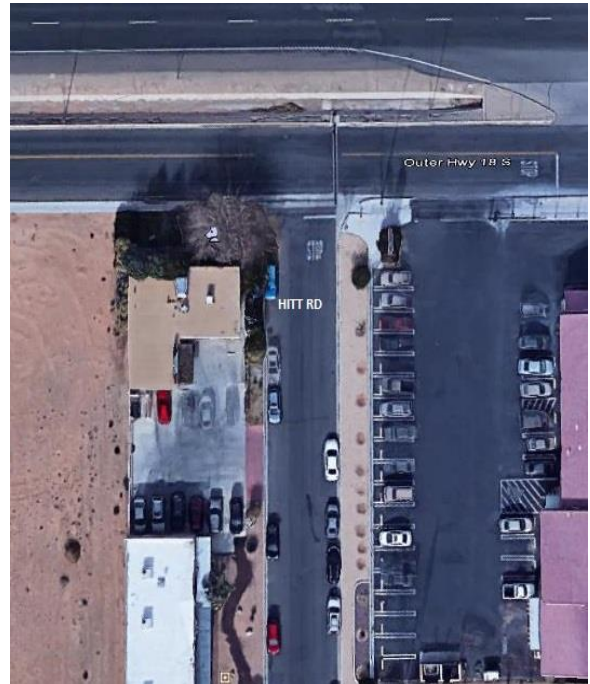
**Project Cost:** \$80,000

**Previous Cost:** \$ -

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

**Department:** Engineering

**Location:** Hitt Road and Outer Highway  
18 South



**Description:** The project will correct drainage issues at the intersection of Hitt Road and Outer Highway 18 South

Description of Expenditures	FY18-19	FY19-20	FY20-21	FY21-22	FY22-23	5 Year Total
Architect Fees						-
Construction	80,000					80,000
Engineering Fees						-
Equipment						-
Inspection						-
Land Acquisition						-
Other Costs						-
<b>Total</b>	<b>80,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>80,000</b>

Funding Sources	FY18-19	FY19-20	FY20-21	FY21-22	FY22-23	5 Year Total
DIF	80,000					80,000
<b>Total</b>	<b>80,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>80,000</b>

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



**Town of Apple Valley  
Capital Improvement Project  
FY 2018-2019**

**Hwy 18 West End Widening (AVR to Tao Rd)**

**Project #: TBD**

**Project Cost:** \$11,000,000

**Previous Cost:** \$ -

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

**Department:** Engineering

**Location:** Hwy 18 between Apple Valley Road and Tao Road



**Description:**

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

Description of Expenditures	FY18-19	FY19-20	FY20-21	FY21-22	FY22-23	5 Year Total
Architect Fees						-
Construction			11,000,000			11,000,000
Engineering Fees						-
Equipment						-
Inspection						-
Land Acquisition						-
Other Costs						-
<b>Total</b>	-	-	11,000,000	-	-	11,000,000

Funding Sources	FY18-19	FY19-20	FY20-21	FY21-22	FY22-23	5 Year Total
Measure I			11,000,000			11,000,000
<b>Total</b>	-	-	11,000,000	-	-	11,000,000

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

**Town of Apple Valley  
Capital Improvement Project  
FY 2018-2019**

**Navajo Road Drainage Improvements**

**Project #: TBD**

**Project Cost:** \$300,000

**Previous Cost:** \$ -

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

**Department:** Engineering

**Location:** Navajo Road south of  
Powhattan Road



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

Description of Expenditures	FY18-19	FY19-20	FY20-21	FY21-22	FY22-23	5 Year Total
Architect Fees						-
Construction	300,000					300,000
Engineering Fees						-
Equipment						-
Inspection						-
Land Acquisition						-
Other Costs						-
<b>Total</b>	<b>300,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>300,000</b>

Funding Sources	FY18-19	FY19-20	FY20-21	FY21-22	FY22-23	5 Year Total
DIF	300,000					300,000
<b>Total</b>	<b>300,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>300,000</b>

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

**Town of Apple Valley  
Capital Improvement Project  
FY 2018-2019**

**Rio Vista Academy Sidewalk Improvements**

**Project #: TBD**

**Project Cost:** \$700,000

**Previous Cost:** \$ -

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

**Department:** Engineering

**Location:** Havasu Rd from Yucca Loma Rd to Ottawa Rd; Cronese Lane from Havasu Rd to Cochise Rd.



**Description:** The project was identified as a priority in the Safe Routes to School Master Plan and will fill sidewalk gaps in the area adjacent to Rio Vista Academy. In addition, it will improve access to Yucca Loma Road which has Class I bike lanes that stretch in both directions for a total of four miles. Yucca Loma Road is a gateway to other Class II bike lanes and walking paths in Apple Valley and beyond. Closing these gaps will encourage residents to leave their car at home and take advantage of destinations available by bicycle or by foot beyond this neighborhood.

Description of Expenditures	FY18-19	FY19-20	FY20-21	FY21-22	FY22-23	5 Year Total
Architect Fees						-
Construction		550,000				550,000
Engineering Fees	50,000					50,000
Equipment						-
Inspection						-
Land Acquisition						-
Other Costs						-
<b>Total</b>	<b>50,000</b>	<b>550,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>600,000</b>

Funding Sources	FY18-19	FY19-20	FY20-21	FY21-22	FY22-23	5 Year Total
Local Measure I	50,000	550,000				600,000
<b>Total</b>	<b>50,000</b>	<b>550,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>600,000</b>

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

**Town of Apple Valley  
Capital Improvement Project  
FY 2018-2019**

**Wika Road West End @ SR 18 Access Improvements**

**Project #: TBD**

**Project Cost:** \$200,000

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

**Department:** Engineering

**Location:** Wika Road west of Apple Valley Road



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

Description of Expenditures	FY18-19	FY19-20	FY20-21	FY21-22	FY22-23	5 Year Total
Architect Fees						-
Construction						-
Engineering Fees	200,000					200,000
Equipment						-
Inspection						-
Land Acquisition						-
Other Costs						-
<b>Total</b>	<b>200,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>200,000</b>

Funding Sources	FY18-19	FY19-20	FY20-21	FY21-22	FY22-23	5 Year Total
TIF	200,000					200,000
<b>Total</b>	<b>200,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>200,000</b>

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

**Town of Apple Valley  
Capital Improvement Project  
FY 2018-2019**

**Yucca Loma Corridor Improvements**

**Project #: TBD**

**Project Cost:** \$3,986,859

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

**Department:** Engineering

**Location:** Nisqually Interchange at Interstate 15



**Description:**

In 2009, a Nexus Study was conducted to determine each agency's share of the Nisqually Interchange project. In lieu of this, the Town of Apple Valley will contribute its portion towards funding the Gree Tree Blvd extension of the Yucca Loma Corridor.

Description of Expenditures	FY18-19	FY19-20	FY20-21	FY21-22	FY22-23	5 Year Total
Architect Fees						-
Construction		3,986,859				3,986,859
Engineering Fees						-
Equipment						-
Inspection						-
Land Acquisition						-
Other Costs						-
<b>Total</b>	-	3,986,859	-	-	-	3,986,859

Funding Sources	FY18-19	FY19-20	FY20-21	FY21-22	FY22-23	5 Year Total
TIF		3,986,859				3,986,859
<b>Total</b>	-	3,986,859	-	-	-	3,986,859

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

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Town of Apple Valley

# PBID

TOTAL BUDGET - \$422,450

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

		PBID 8110-4210					
Code	Revenue Classification	Actual Revenue 2015-16	Actual Revenue 2016-17	Adopted Budget 2017-18	Estimated Revenue 2017-18	% of Budget Received	Adopted Budget 2018-19
	BEGINNING FUND BALANCE	508,394	502,291	527,494	527,494		461,444
4138	Assessment Revenue	203,563	197,989	205,000	205,000	100%	207,000
4255	Interest	5,766	3,303	4,000	4,000	100%	4,000
	<b>Total Revenues</b>	<b>209,329</b>	<b>201,292</b>	<b>209,000</b>	<b>209,000</b>	<b>100%</b>	<b>211,000</b>
Code	Expenditure Classification	Actual Expense 2015-16	Actual Expense 2016-17	Adopted Budget 2017-18	Estimated Expense 2017-18	% of Budget Expended	Adopted Budget 2018-19
7760	Hwy 18 Median Landscape Maintenance	27,898	26,385	170,000	30,000	18%	30,000
7935	Hwy 18 Median Landscape Maint. Rese	-	-	-	-	0%	140,000
8940	Contract Svcss: (Adv.to PBID Assoc) O	154,500	118,851	777,950	215,050	28%	192,450
8948	County Sheriff: Security Services	30,789	30,853	30,000	30,000	100%	60,000
9416	Hwy 18 Median Landscape Project	2,244	-	-	-	0%	-
	<b>Total Expenditures</b>	<b>215,432</b>	<b>176,089</b>	<b>977,950</b>	<b>275,050</b>	<b>28%</b>	<b>422,450</b>
	ENDING FUND BALANCE	502,291	527,494	(241,456)	461,444	-191%	249,994



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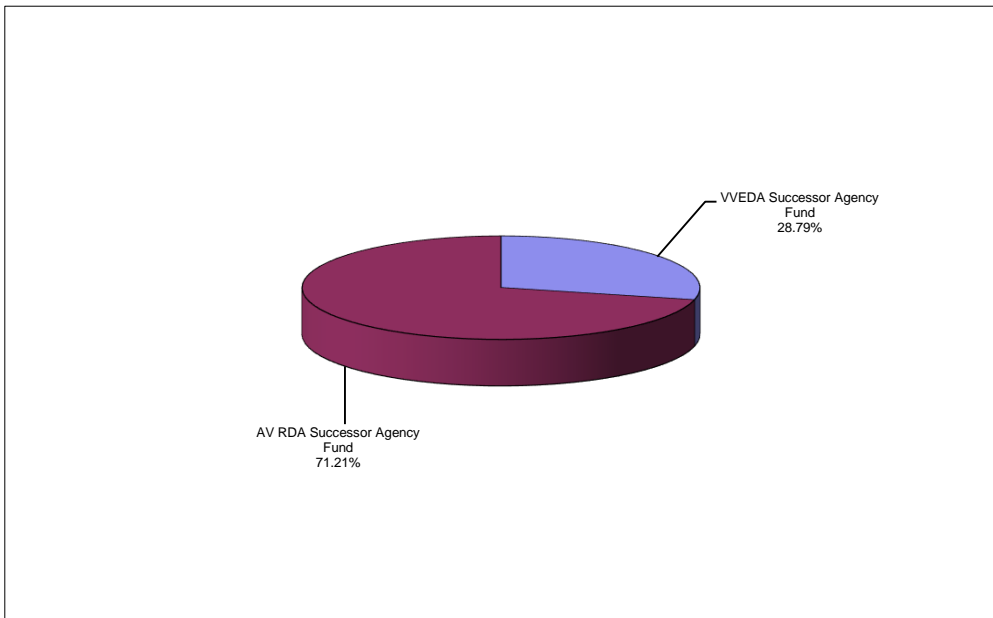


Town of Apple Valley



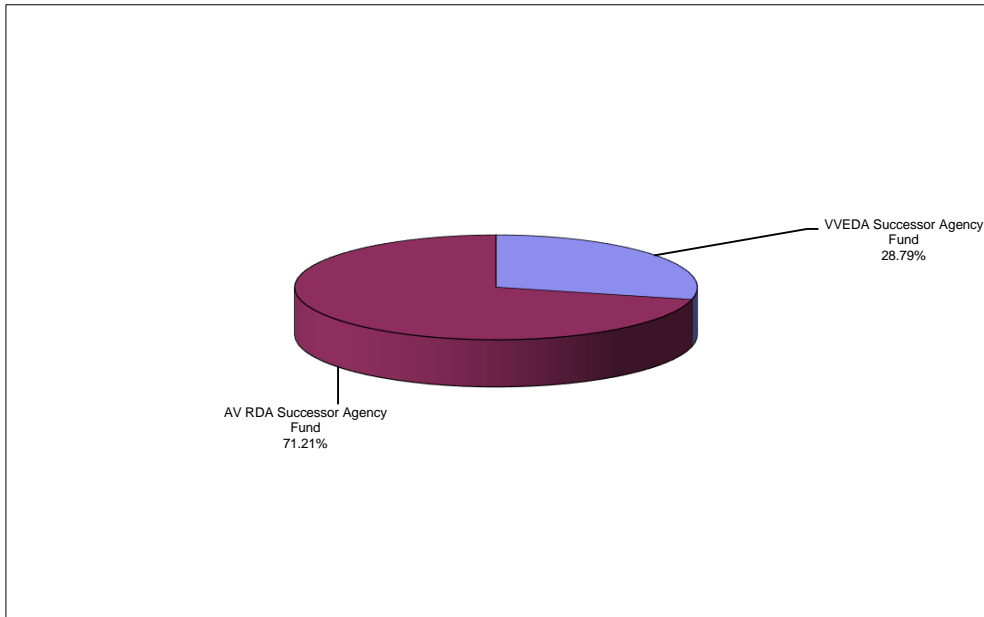
## 2018/19 Successor Agency - RDA Revenue

VVEDA Successor Agency Fund	1,065,433
AV RDA Successor Agency Fund	2,634,950
Total-RDA Revenue	<u><u>3,700,383</u></u>



## 2018/19 Successor Agency - RDA Expenditures

VVEDA Successor Agency Fund	1,065,433
AV RDA Successor Agency Fund	2,634,950
Total-RDA Expenditures	<u><u>3,700,383</u></u>



# VVEDA REDEVELOPMENT OBLIGATION RETIREMENT FUND

TOTAL BUDGET - \$1,065,433

VVEDA REDEVELOPMENT OBLIGATION RETIREMENT FUND 2725-4710							
Code	Revenue Classification	Actual Revenue 2015-16	Actual Revenue 2016-17	Amended Budget 2017-18	Estimated Revenue 2017-18	% of Budget Received	Adopted Budget 2018-19

BEGINNING FUND BALANCE		3,066,590	2,643,814	1,494,511	1,494,511		1,494,511
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4131	Pass Thru - PA#1	724,336	-	1,063,251	1,063,251	0.0%	1,065,433
4255	Interest Earnings	10,282	-	-	-	0.0%	
Total Revenues		734,618	-	1,063,251	1,063,251	-	1,065,433

Code	Expenditure Classification	Actual Expense 2015-16	Actual Expense 2016-17	Amended Budget 2017-18	Estimated Expense 2017-18	% of Budget Expended	Adopted Budget 2018-19
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Personnel Services							
7010	Salaries & Wages	59,204	60,480	-	-	0.0%	-
7020	Wages Part-Time	-	-	-	-	0.0%	-
7110	Cafeteria Benefits	5,743	5,800	-	-	0.0%	-
7120	Deferred Comp	1,679	1,795	-	-	0.0%	-
7140	RHS	283	299	-	-	0.0%	-
7150	Medicare	850	860	-	-	0.0%	-
7160	PERS	18,785	15,291	-	-	0.0%	-
Total Personnel		86,545	84,525	-	-	-	-

Operations & Maintenance							
7229	Education & Training	-	-	-	-	0.0%	-
7241	Meetings & Conferences	-	-	-	-	0.0%	-
7253	Mileage	-	-	-	-	0.0%	-
7265	Office Supplies	-	-	-	-	0.0%	-
7271	Postage	-	-	-	-	0.0%	-
7277	Printing	-	-	-	-	0.0%	-
7289	Subscriptions	-	-	-	-	0.0%	-
7340	Pass Through - County DDR Pay	-	-	-	-	0.0%	-
7470	HELP Debt Service	-	-	-	-	0.0%	-
8916	Audit	-	-	-	-	0.0%	-
8940	Contract Services	5,800	7,223	7,800	7,800	100.0%	7,800
8972-0402	Legal - BB & K	6,377	-	-	-	0.0%	-
9870	Loan to 80% for ERAF	-	-	-	-	0.0%	-
Total Operations & Maint		12,177	7,223	7,800	7,800		7,800

Debt Service							
9840	Principal	390,000	405,000	420,000	420,000	100.0%	440,000
9860	Interest	668,673	652,555	635,451	635,451	100.0%	617,633
Total Debt Service		1,058,673	1,057,555	1,055,451	1,055,451		1,057,633

Total Expenditures		1,157,395	1,149,303	1,063,251	1,063,251		1,065,433
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ENDING FUND BALANCE		2,643,814	1,494,511	1,494,511	1,494,511	-	1,494,511
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Personnel Schedule	Actual 2015-16	Actual 2016-17	Actual 2017-18	Adopted 2018-19
<b>Full Time:</b>				
Economic Development Manage	0.50	0.50	0.50	0.00
<b>Total FTE's:</b>	<b>0.50</b>	<b>0.50</b>	<b>0.50</b>	<b>0.00</b>

## REDEVELOPMENT OBLIGATION RETIREMENT FUND

TOTAL BUDGET - \$2,634,950

REDEVELOPMENT OBLIGATION RETIREMENT FUND PA #2 2730-4710							
Code	Revenue Classification	Actual Revenue 2015-16	Actual Revenue 2016-17	Amended Budget 2017-18	Estimated Revenue 2017-18	% of Budget Received	Adopted Budget 2018-19
BEGINNING FUND BALANCE		3,789,485	634,681	878,277	878,277		1,096,328
4065	Increment PA #2	2,925,618	2,834,201	2,854,401	2,854,401	100%	2,634,950
4181	Refunds, Reimb, Rebates	3,734	-	-	-	0%	-
4255	Interest Earnings	-	8,509	-	-	0%	-
Total Revenues		2,929,352	2,842,710	2,854,401	2,854,401		2,634,950
Code	Expenditure Classification	Actual Expense 2015-16	Actual Expense 2016-17	Amended Budget 2017-18	Estimated Expense 2017-18	% of Budget Expended	Adopted Budget 2018-19
Personnel Services							
7010	Salaries & Wages	131,008	132,839	169,293	169,293	100.0%	155,636
7110	Cafeteria Benefits	11,000	10,598	14,499	14,499	100.0%	13,130
7120	Deferred Comp	5,103	5,806	5,820	5,820	100.0%	-
7140	RHS	619	640	839	839	100.0%	776
7150	Medicare	1,908	1,946	2,478	2,478	100.0%	2,272
7160	PERS	37,839	21,003	42,043	42,043	100.0%	32,802
7165	Auto Allowance	-	1,512	1,570	1,570	100.0%	1,062
7166	Phone Allowance	-	-	-	-	0.0%	120
Total Personnel		187,478	174,345	236,542	236,542		205,798
Operations & Maintenance							
7241	Meetings & Conferences	2,236	-	3,000	3,000	0.0%	2,000
7253	Mileage	1,578	-	-	-	0.0%	-
8940	Contract Services	3,548	2,550	10,458	10,458	100.0%	42,202
8972-0402	Legal-BB & K	6,452	-	-	-	0.0%	-
9870	Loan to 80% for ERAF	-	-	218,051	-	0.0%	-
Total Operations & Maint		13,813	2,550	231,509	13,458		44,202
Debt Service & Capital Projects							
9840	Principal	840,000	880,000	920,000	920,000	100.0%	960,000
9860	Interest	1,554,276	1,505,950	1,466,350	1,466,350	100.0%	1,424,950
9588	Yucca Loma Bridge Constructor	148,404	36,270	-	-	0.0%	-
9590	Yucca Loma Road Undergrounding	-	-	-	-	0.0%	-
9999-4410	Transfer to Fund 4410	3,340,185	-	-	-	0.0%	-
Total Debt Service & Capital Proj		5,882,864	2,422,220	2,386,350	2,386,350		2,384,950
Total Expenditures		6,084,156	2,599,115	2,854,401	2,636,350		2,634,950
ENDING FUND BALANCE		634,681	878,277	878,277	1,096,328		1,096,328

Code	Expenditure Classification	Actual Expense 2015-16	Actual Expense 2016-17	Amended Budget 2017-18	Estimated Expense 2017-18	% of Budget Expended	Adopted Budget 2018-19
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	<u>Actual 2015-16</u>	<u>Actual 2016-17</u>	<u>Actual 2017-18</u>	<u>Adopted 2018-19</u>
<b>Personnel Schedule</b>				
<b>Full Time:</b>				
Town Manager	0.00	0.06	0.06	0.10
Assistant Town Manager	0.00	0.10	0.10	0.00
Town Clerk/Director of Gov Serv	0.00	0.04	0.04	0.05
Asst. Director of Econ Dev/Housi	0.00	0.00	0.50	0.70
Economic Development Manage	0.50	0.50	0.00	0.00
Director of Finance	0.00	0.00	0.12	0.12
Assistant Finance Director	0.00	0.12	0.00	0.00
Finance Manager	0.00	0.02	0.02	0.06
Accountant I	0.00	0.08	0.08	0.09
Administrative Analyst II	0.00	0.00	0.02	0.06
HR Payroll Coordinator	0.00	0.02	0.00	0.00
Executive Secretary	0.00	0.02	0.02	0.05
<b>Total FTE's:</b>	<b>0.50</b>	<b>0.96</b>	<b>0.96</b>	<b>1.23</b>

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Town of Apple Valley

**Town of Apple Valley  
Assessed Value of Taxable Property  
Last Ten Fiscal Years**

<b>Fiscal Year</b>	<b>Secured</b>	<b>Unsecured</b>	<b>Other</b>	<b>Total Taxable Assessed Value</b>	<b>Total Direct Tax Rate</b>
2008	5,245,741,062	129,233,682	71,450,735	5,446,425,479	1.00000%
2009	5,429,704,636	154,190,423	87,406,824	5,671,301,883	1.00000%
2010	4,797,871,946	169,846,550	80,709,595	5,048,428,091	1.00000%
2011	4,295,279,849	173,885,410	82,348,845	4,551,514,104	1.00000%
2012	4,263,856,746	164,165,317	91,203,867	4,519,225,930	1.00000%
2013	4,244,374,760	158,196,900	87,813,270	4,490,384,930	1.00000%
2014	4,383,820,813	144,579,258	74,060,067	4,602,460,138	1.00000%
2015	4,624,316,560	135,086,868	82,725,994	4,842,129,422	1.00000%
2016	4,892,602,092	133,605,042	84,690,200	5,110,897,334	1.00000%
2017	5,145,353,588	131,382,101	87,638,072	5,364,373,761	1.00000%

Source: HdL Coren & Cone, San Bernardino County Assessor 2016/2017 Combined Tax Rolls

# TOWN OF APPLE VALLEY, CALIFORNIA

## DEMOGRAPHICS

Fiscal Year 2018-2019

### General

Date of Incorporation	November 28, 1988
Form of Government	Council-Manager
Classification	General Law
Area	78 square miles
Sphere of Influence	200 square miles
Population	73,355
Average Household Income	\$73,297
Average Household Size	2.91
Number of Full-Time Employees	89

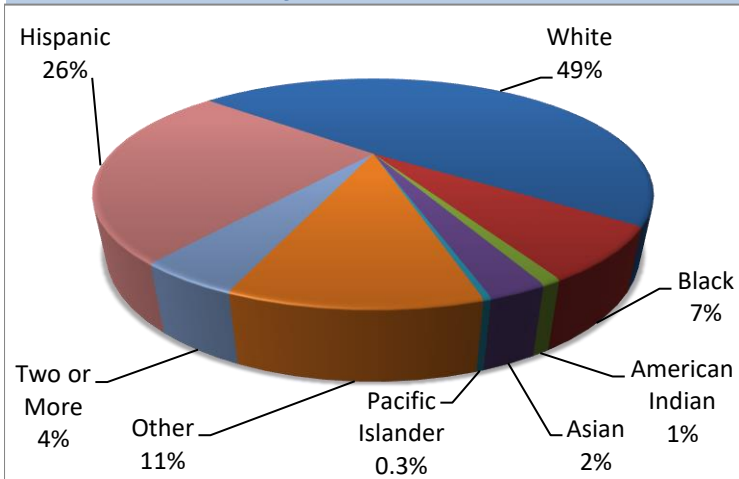
### Fire Protection

Number of Fire Stations	7
Number of Sworn F/T Fire Fighters	50
Number of Paid Call Fire Fighters	10
Fire Insurance Rating	ISO Class 4

### Police Protection

Number of Sworn Sheriff Officers	37
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### Race and Ethnicity



### Education Facilities

Elementary Schools*	13
Junior High (Middle) Schools*	4
High Schools*	4
4-year College	1
Public Libraries	1

\*Including private and charter schools

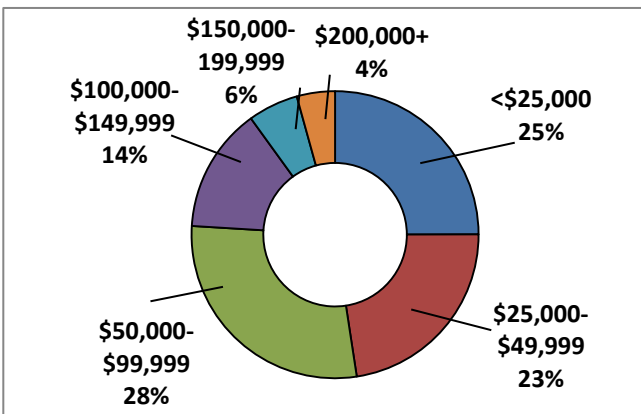
### Outdoor Recreation Facilities

Soccer Field	15
Backstop	12
Playground	12
Baseball/Softball Field	12
Picnic Shelter	4
Basketball Court	3
Tennis Court	2
Amphitheater	1
Campground	1
Dog Park	1
Hard Surface Trail	1
Horseshoe Complex	1
Skate Park	1
Soft Surface Trail	1
Swimming Pool	1

### Streets, Parks and Sanitation

Miles of Streets	423 lane miles
Miles of Sewers	142
Sanitation Pumping Stations	9

### Households by Income



### 2017 Top 5 Employers

St. Mary Medical Center	1,630
Apple Valley School District	1,420
Walmart Distribution Center	883
Target Stores	429
Walmart	235

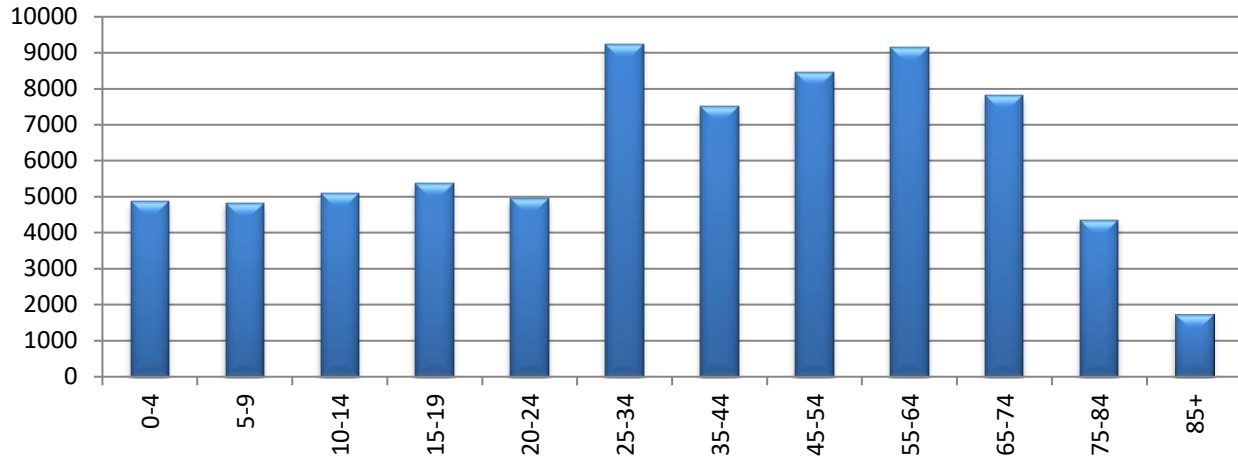


# TOWN OF APPLE VALLEY, CALIFORNIA

## DEMOGRAPHICS

Fiscal Year 2018-2019

### Population by Age



### 2016 Educational Attainment of Population over 25 Years of Age

Years of School Completed	Total	Percentage
Less than High School	6,455	(14.6%)
High School	13,480	(30.5%)
Some College	12,955	(29.3%)
Associate's Degree	4,311	(9.8%)
Bachelor's Degree	3,851	(8.7%)
Graduate Degree or Higher	3,126	(7.1%)

## FINANCIAL POLICIES

### RESERVES:

#### **General Fund**

The Town's intent is to maintain an optimal General Fund Operating Reserve equal to 25% of budgeted appropriations in the General Fund.

#### **Debt Service Funds**

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

### OPERATING BUDGET:

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

#### **General Fund**

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

#### **Special Revenue Funds**

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

#### **Debt Service Funds**

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

## FINANCIAL POLICIES

### REVENUES:

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

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

### ACCOUNTING:

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

### INVESTMENTS:

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

### DEBT:

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

## GLOSSARY OF BUDGET TERMS

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

## GLOSSARY OF BUDGET TERMS

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

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

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

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

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

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

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

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

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

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

**DIVISION:** An organizational subgroup of a department.

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

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

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

## GLOSSARY OF BUDGET TERMS

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

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

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

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

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

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

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

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

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

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

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

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

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

## GLOSSARY OF BUDGET TERMS

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

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

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

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

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

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

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

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

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

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

## GLOSSARY OF BUDGET TERMS

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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



## GLOSSARY OF BUDGET TERMS

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

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

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

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

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

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

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

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

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

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

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

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

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

## TOWN OF APPLE VALLEY, CALIFORNIA

### ACRONYMS

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

ACRONYMS

JPA.....	Joint Powers Authority
JUA.....	Joint Use Agreement
LOS.....	Level of Service
LTD.....	Long-term Disability
M&O.....	Maintenance & Operation
MOU.....	Memorandum of Understanding
NACSLB.....	National Advisory Council on State and Local Budgeting
NEC.....	National Electric Code
NPDES.....	National Pollutant Discharge Elimination System
NPI.....	National Purchasing Institute
OPEB.....	Other Post Employment Benefits
OS.....	Official Statement
OTS.....	Office of Traffic Safety
PC.....	Personal Computer, Penal Code
PERS.....	Public Employees Retirement System
PPE.....	Personal Protective Equipment
PUC.....	Public Utility Commission
RAN.....	Revenue Anticipation Note
RDA.....	Redevelopment Agency
RMS.....	Records Management System
ROR.....	Rate of Return
ROW.....	Right-of-Way
SB.....	Senate Bill
SBOE.....	State Board of Equalization
SEC.....	Security and Exchange Commission
SED.....	Special Enforcement Detail
SEMS.....	Standardized Emergency Management Systems
SLESF.....	Supplemental Law Enforcement Services Fund
SUV.....	Sports Utility Vehicle
SWAT.....	Special Weapons and Tactics (Team)
TAN.....	Tax Anticipation Note
TEA.....	Transportation Enhancement Activities
TMC.....	Turning Movement Count
TOT.....	Transient Occupancy Tax
TPA.....	Third Party Administrator
TRAN.....	Tax and Revenue Anticipation Note
UBC.....	Uniform Building Code
UMC.....	Uniform Mechanical Code
UPC.....	Uniform Plumbing Code
UPS.....	Uninterrupted Power System
UST.....	Underground Storage Tank
VLF.....	Vehicle License Fee

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Town of Apple Valley