

Adopted Budget

Fiscal Year
July 1, 2019–
June 30, 2020



Town of Apple Valley

Fiscal Year 2019-20 Adopted Budget

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**Town of Apple Valley
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For the Fiscal Year Beginning

July 1, 2018

Christopher P. Morill

Executive Director



**The Government Finance Officers Association
of the United States and Canada**

presents this

CERTIFICATE OF RECOGNITION FOR BUDGET PREPARATION

to

**Department of Finance
Town of Apple Valley, California**

The Certificate of Recognition for Budget Preparation is presented by the Government Finance Officers Association to those individuals who have been instrumental in their government unit achieving a Distinguished Budget Presentation Award. The Distinguished Budget Presentation Award, which is the highest award in governmental budgeting, is presented to those government units whose budgets are judged to adhere to program standards.

Executive Director

Christopher P. Mouill

Date

October 02, 2019



Town of Apple Valley

Listing of Public Officials

Town Council

Larry Cusack
Mayor

Scott Nassif
Mayor Pro-Tem

Curt Emick
Councilmember



A Better Way of Life

Art Bishop
Councilmember

Kari Leon
Councilmember

Town Staff

Douglas B. Robertson
Town Manager

Thomas Rice, *Town Attorney*

Sydney Harris, *Director of Finance*

Brad Miller, *Town Engineer*

Gina Whiteside, *Director of Animal Services*

Lori Lamson, *Assistant Town Manager*

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

Captain Manny Mendoza, *Chief of Police*

TOWN MANAGER'S BUDGET MESSAGE



June 25, 2019

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

After an especially arduous budget season last year, this year has been difficult for different reasons. After several years of preparation, one of the Town's biggest priorities, Town ownership of water service, should be decided during this fiscal year as a judge considers the matter in court. As a result, it has been difficult to estimate the total amount of expenditure as the Town Attorney ramps up to trial and argues our case. This budget has some assumptions as to the cost but will likely need some adjustment at mid-year when more of the true costs become known. The Town's management team and staff have put together an operating and capital expenditure plan that addresses the Town Council's Vision 2020 priorities within the existing financial constraints. This is a lean, but balanced budget for the coming fiscal year that continues to provide a high level of service to the community. I look forward to what will hopefully be a transformational year for the Town, as we await the judge's decision on the ownership of the water enterprise.

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

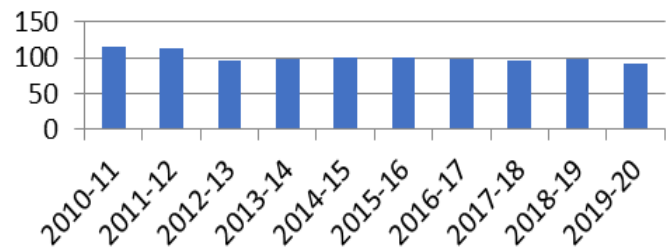
As a quick overview, here is the adopted budget as submitted for Fiscal Year 2019-20 for all funds:

ADOPTED BUDGET – ALL FUNDS

Appropriations/ ALL FUNDS	Adopted FY 19-20	Adopted FY 18-19	Increase (Decrease)	
			Amount	Percent
Operating Budget	\$77,004,836	\$69,052,236	\$ 7,952,600	11.52%
Transfers Out	6,193,589	7,290,635	(1,097,046)	(15.05%)
Capital Budget	<u>13,239,810</u>	<u>13,864,993</u>	<u>(625,183)</u>	<u>(4.51%)</u>
Total	<u>\$96,438,235</u>	<u>\$90,207,864</u>	<u>\$6,230,371</u>	<u>6.91%</u>

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

Full-Time Staffing Levels



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 FY2019-20 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 FY2019-20 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 FY2019-20 General Fund budget is \$35.4 million, an increase of \$3.8 million compared to the adopted budget in FY2018-19. This increase in appropriations resulted from the Town's continuous efforts to acquire the local water provider through eminent domain actions. The Town filed an eminent domain action against the water purveyor in January 2016. This action was taken after years of excessive rate increases resulting in water rates that are significantly higher than rates charged by neighboring communities. It is anticipated that the Town will spend between \$1,000,000 - \$5,000,000 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 FY2019-20 General Fund budget:

General Fund Summary		
Estimated Revenues	\$	31,134,403
Transfer In		<u>4,306,350</u>
Total Resources	\$	35,440,753
Adopted Budget		<u>35,493,441</u>
Balance	\$	<u>1,312</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 FY2019-20 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 2019-20 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 continued 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 19-20:

Step 1 – Appropriations Limit for 18-19	\$	38,966,012
Step 2 – Multiply the FY 18-19 Appropriations Limit by the cumulative growth factors for California Per Capita Income and Town's Population		<u>1.046704</u>
Appropriations Limit FY 19-20	\$	<u>40,785,881</u>

The estimated proceeds from general tax revenues in FY 19-20 equal \$21,583,000, which is \$19,202,881 or 47.08% under the limit.

SUMMARY

The FY 2019-2020 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 unknown cost of the upcoming water lawsuit. Ultimately, this budget may undergo significant change at mid-year as these costs become known. I am especially proud of our new Director of Finance, Sydnie Harris, and her team in Finance who worked many long hours and long days to ensure this budget is balanced and accurate to the best of our knowledge at the time of adoption.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'DRB', is written over a horizontal line.

Douglas B. Robertson
Town Manager

ADOPTED OPERATING & CAPITAL BUDGET SUMMARY

The Fiscal Year 2019-20 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 \$96.4 million, an increase of \$7.96 million or 9% compared to the adopted budget for FY 18-19. Table 1 illustrates these changes.

TABLE 1

<u>ADOPTED BUDGET - ALL FUNDS</u>					
<u>Appropriations/ All Funds</u>	<u>Adopted FY 19-20</u>	<u>Adopted FY 18-19</u>	<u>Increase (Decrease)</u>		<u>Percent of Total</u>
			<u>Amount</u>	<u>Percent</u>	
Operating Budget	\$ 77,004,836	\$ 69,052,236	\$ 7,952,600	11.52%	79.85%
Transfers Out	6,193,589	7,290,635	(1,097,046)	(15.05%)	6.42%
Capital Budget	13,239,810	13,864,993	(625,183)	(4.51%)	13.73%
Total	<u>\$ 96,438,235</u>	<u>\$ 90,207,864</u>	<u>\$ 6,230,371</u>	<u>6.91%</u>	<u>100.00%</u>

OPERATING BUDGET OVERVIEW

In comparison to the total adopted FY19-20 budget, on an all funds basis the operating budget comprises 79.85% of the total budget. The following discussion will focus primarily on the operating budget. The adopted operating budget is \$77 million, an increase of \$6,230,371 or 6.91% compared to the amended budget in FY 18-19. 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

<u>OPERATING BUDGET- ALL FUNDS</u>					
	<u>Adopted FY 19-20</u>	<u>Amended FY 18-19</u>	<u>Increase (Decrease)</u>		<u>% of Total</u>
			<u>Amount</u>	<u>Percent</u>	
Salaries & Benefits	\$ 9,660,489.00	\$9,250,746.00	\$ 409,743.00	4.43%	12.55%
General Operating	16,137,958.00	16,457,731.00	(319,773.00)	-1.94%	20.96%
Community Dev	4,002,131.00	3,628,087.00	374,044.00	10.31%	5.20%
Building Maint	151,700.00	188,821.00	(37,121.00)	-19.66%	0.20%
Grounds Maint	126,243.00	142,620.00	(16,377.00)	-11.48%	0.16%
PIO Events	73,930.00	90,360.00	(16,430.00)	-18.18%	0.10%
Public Works	3,513,795.00	3,420,650.00	93,145.00	2.72%	4.56%
Culture &	297,491.00	197,357.00	100,134.00	50.74%	0.39%
Contract & Prof	34,570,933.00	27,552,981.00	7,017,952.00	25.47%	44.89%
Vehicle & Equip	963,900.00	924,465.00	39,435.00	4.27%	1.25%
Capital Equip	69,500.00	194,500.00	(125,000.00)	-64.27%	0.09%
Depreciation	1,960,244.00	1,865,000.00	95,244.00	5.11%	2.55%
Debt Service	5,476,522.00	5,138,918.00	337,604.00	6.57%	7.11%
	<u>\$77,004,836</u>	<u>\$69,052,236</u>	<u>\$ 7,952,600.00</u>	<u>11.52%</u>	<u>100.00%</u>

Salaries & Benefits: Personnel costs increased by \$409,743 or 4.43% in total. This increase is mainly due to a realignment of personnel in accordance to organization changes within the departments. Due to a prior reduction in number of Assistant Town Managers from three to one, retirement of some long-term employees, and various departmental reorganizations, certain staffing positions were reprogramed to adjust for coverage of higher-level functions. In addition, there have been no increases to benefits and 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 \$67.3 million, a net increase of \$7,542,857 or 12.6% compared to the FY 18-19 amended budget. The major components of the increase are:

- ❑ \$2,266,667 increase in operating expenditures for the Capital Improvement Projects relates directly to the Apple Valley South Safe Routes to School project.
- ❑ \$429,560 increase in the Neighborhood Stabilization Program 3, Apple Valley Home, Victorville Home and Apple Valley CalHome, due to an increase in various rehabilitation grant program related expenditures.
- ❑ \$490,000 increase in Public Works expenditures primarily due to increase in a Storm Drain capital project.
- ❑ \$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.
- ❑ \$1,261,795 increase in Wastewater expenditures due to capital projects costs budgeted for in the 2019-20 fiscal year.
- ❑ \$3,150,000 increase in Solid Waste expenditures due to a legal settlement finalizing in the 2019-20 fiscal year.

Also, included in the M&O adopted budget is \$5,476,522 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):

- ❑ \$390,000 for Certificates of Participation (COPs).
- ❑ \$3,445,266 for Tax Allocation Bonds (TABs).
- ❑ \$981,803 for 2017 Lease Revenue Bonds
- ❑ \$230,000 for 98-1 Sewer Bonds.

Vehicles and Equipment/Fixed Assets: The adopted budget includes \$1,033,400 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 \$963,900 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 \$69,500 budgeted in the FY 19-20 adopted budget relate primarily to the following: \$7,000 for repair of the basketball court at James Woody Park, \$6,500 for a pool vacuum at the Civic Center Park Pool Facility, \$45,500 for the purchase of various equipment for signal & lighting maintenance, and \$10,500 for Wastewater for maintenance of capital equipment.

The total adopted FY 19-20 General Fund estimated revenue is \$35.4 million, an increase of \$7.17 million or 25.36% compared to adopted revenue estimates for FY 18-19. Table 3 illustrates the General Fund revenue sources that fund Town services.

TABLE 3

<u>GENERAL FUND ESTIMATED REVENUES</u>					
<u>Revenue Source</u>	<u>Adopted FY 19-20</u>	<u>Adopted FY 18-19</u>	<u>Increase (Decrease)</u>		<u>Percent of Total</u>
			<u>Amount</u>	<u>Percent</u>	
Local Taxes	\$ 22,377,650	\$ 22,249,220	\$128,430	0.58%	63.14%
Fines & Fees	251,000	255,700	(4,700)	-1.84%	0.71%
Public Services	1,704,422	1,569,480	134,942	8.60%	4.81%
Building & Safety Fees	1,061,600	1,385,310	(323,710)	-23.37%	3.00%
Planning Fees	194,600	298,400	(103,800)	-34.79%	0.55%
Engineering Fees	90,150	98,300	(8,150)	-8.29%	0.25%
Parks and Recreation Fees*	1,054,455	1,370,481	(316,026)	-23.06%	2.98%
Other Revenues	8,706,876	1,044,600	7,662,276	733.51%	24.57%
Total	<u>\$ 35,440,753</u>	<u>\$ 28,271,491</u>	<u>\$7,169,262</u>	<u>25.36%</u>	<u>100.00%</u>
<i>Note: Excludes transfers in. *- Parks and Recreation is consolidated with General</i>					

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 19-20. 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 18-19 estimated revenue from property tax is \$10,843,500 or 32.21% of the total General Fund revenues including transfers in. This year, the estimated revenue from property tax is \$11,721,000, or 33.07% of the General Fund revenues, an increase of \$877,500 from the 18-19 fiscal year. This increase in revenue is primarily attributed to the continued slow growth in property values, which are anticipated to continue for the foreseeable future. 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.

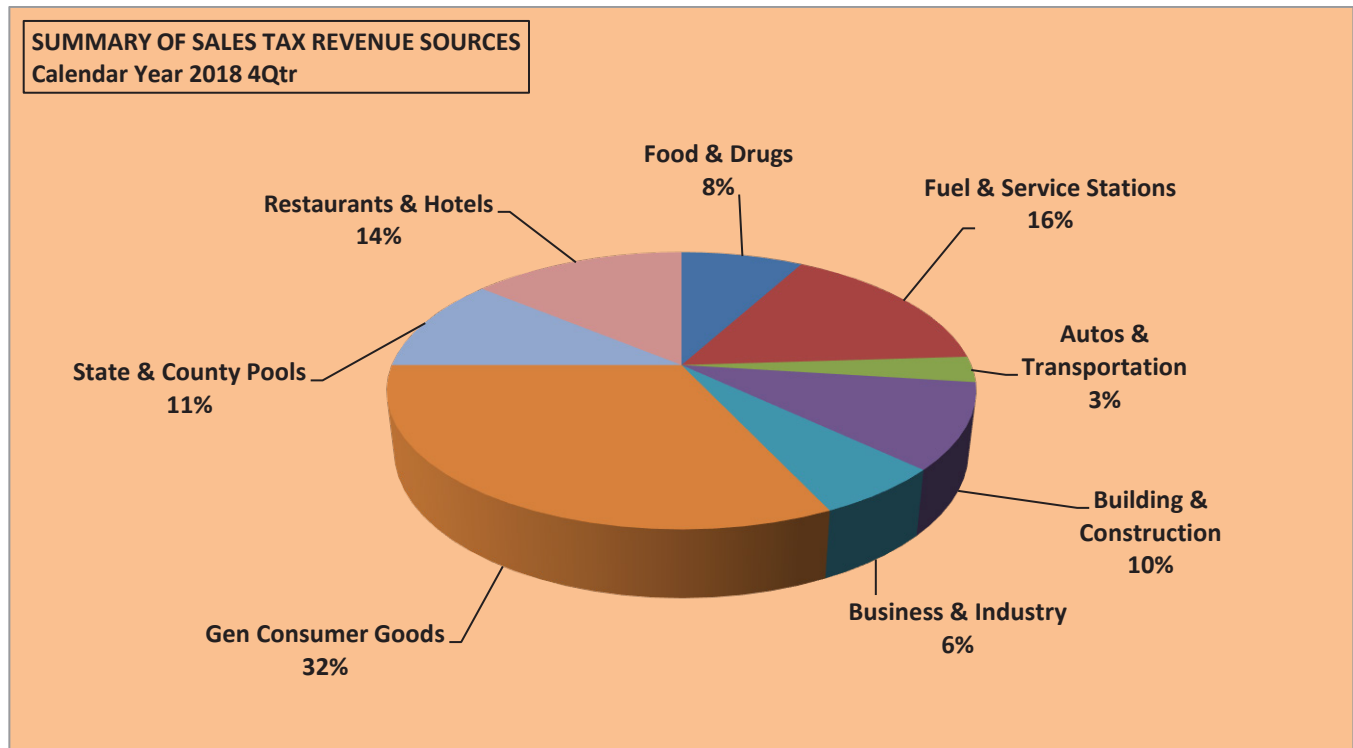
Sales & Use Tax represents the Town's second largest revenue source estimated at \$6,252,500 or 18.58% of the total General Fund estimated revenues for FY 18-19 inclusive of transfers in. For the FY 19-20, the estimated amount represents an increase of \$233,000 or 3.72% compared to the amended revenue estimate for FY 18-19. 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 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.

Graph 1 below illustrates the types of businesses and industries that generated sales tax revenues for the Town in calendar year 2018 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 \$6,485,500 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 19-20, estimated revenue from all sources of Franchise Fees is \$3,169,950, which represents 8.94% of the total General Fund revenue including transfers in.

Contract payments for animal sheltering services with the County of San Bernardino represent the Town's fourth largest source of revenue. The FY 19-20 revenue estimate from this source is \$501,347, which represents 1.41% of the total General Fund revenues inclusive of transfers in. The County began contracting with the Town for animal sheltering services beginning in January 2013.

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

OTHER GOVERNMENTAL FUNDS

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

TABLE 4

<u>Fund Types</u>	<u>Adopted FY 19-20</u>	<u>Adopted FY 18-19</u>	<u>Increase/(Decrease)</u>		<u>Percent of Total</u>
			<u>Amount</u>	<u>Percent</u>	
General Fund *	\$35,439,441	\$31,526,891	\$3,912,550	12.41%	61.28%
Special Revenue Funds *	10,667,309	13,980,310	(\$3,313,001)	-10.51%	18.44%
Capital Projects Funds *	11,727,704	3,333,426	\$8,394,278	26.63%	20.28%
Total Governmental Funds	<u>\$57,834,454</u>	<u>\$48,840,627</u>	<u>\$8,993,827</u>	<u>28.53%</u>	<u>100.00%</u>
<i>*Includes transfers out</i>					

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

TABLE 5

<u>OTHER GOVERNMENTAL FUNDS RESOURCES/APPROPRIATIONS</u>			
<u>Fund</u>	<u>Estimated Resources FY 19-20</u>	<u>Adopted Appropriations FY 19-20</u>	<u>Revenues Over (Under) Appropriations</u>
Gas Tax*	\$1,849,808	\$2,311,763	(\$461,955)
Road Maintenance Rehabilitation (SB1)	1,299,350	1,307,998	(\$8,648)
Article 8*	662,418	0	\$662,418
Measure I	5,634,966	2,511,500	\$3,123,466
Community Development Block Grant	1,439,625	1,439,625	\$0
NSP 3	281,000	281,000	\$0
Apple Valley Home	1,409,390	1,404,434	\$4,956
Victorville Home	1,043,989	1,043,989	\$0
Cal Home	80,000	80,000	\$0
Quimby	200,000	0	\$200,000
Police Grants	20,728	54,089	(\$33,361)
Assessment District LL	320,000	360,000	(\$40,000)
Capital Projects Funds	<u>4,430,552</u>	<u>6,871,672</u>	<u>(\$2,441,120)</u>
Total Other Governmental Funds	\$18,671,826	\$17,666,070	\$1,005,756
<i>* Includes transfers in and out</i>			

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-eight capital improvement projects totaling \$13.2 million are adopted for funding in FY 19-20, an increase of \$1.1 million or 9.4% over the adopted CIP in FY 18-19.

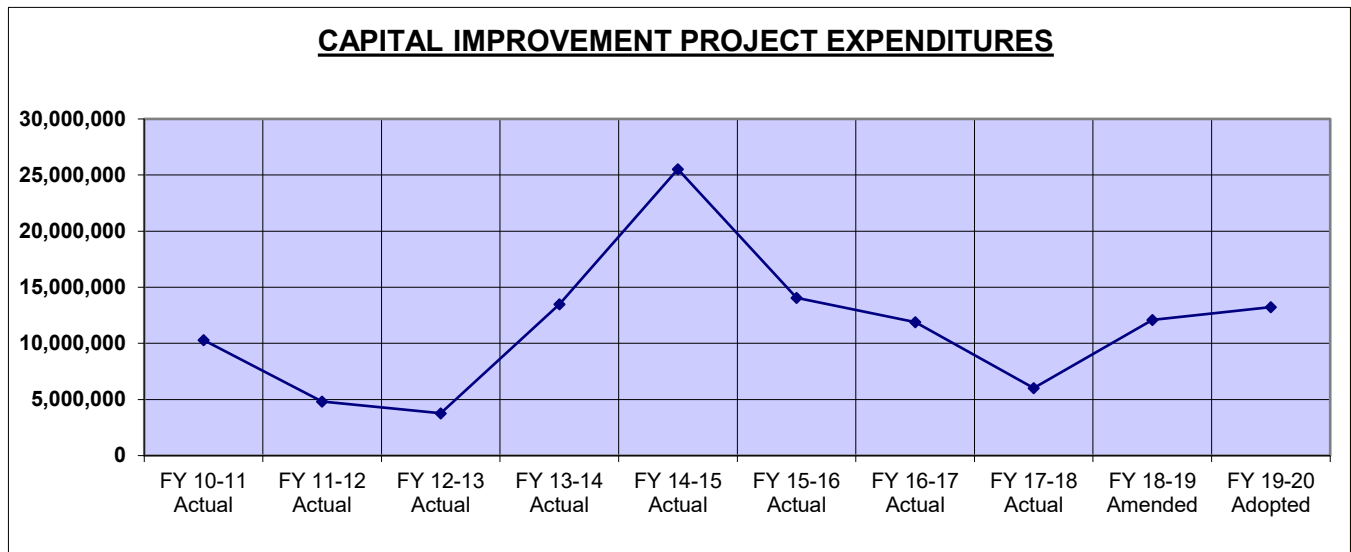
Table 6 is a summary of adopted projects by program category. Further detail of each CIP is included within the "Capital Improvement Program" section of this document.

TABLE 6

<u>CAPITAL IMPROVEMENT PROJECTS</u>	
<u>Program Category:</u>	<u>Adopted FY 19-20</u>
Preliminary Design	\$ 27,500
Full Design	834,000
Construction	12,385,760
Total	<u>\$ 13,247,260</u>

The following graph illustrates how much the Town has expended to improve and maintain its infrastructure including streets; curbs and sidewalks; storm drains; traffic operations; parks, parkways, and medians; and buildings and facilities. Over the last 10 years, the Town has spent/appropriated approximately \$115.3 million or an average of \$11.5 million a year for capital improvements.

GRAPH 2



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

A summary schedule of estimated available fund balances for all funds is found on the “Calculations of Projected Fund Balances” schedule included within the “Financial Summaries” section of this document. Table 7 below lists the estimated fund balances recommended to be used to support the FY 19-20 adopted budget.

TABLE 7

<u>ESTIMATED FUND BALANCES TO BE USED</u>	
<u>Fund</u>	<u>Amount</u>
Gas Tax	\$ 461,955
Road Maintenance Rehabilitation	8,648
Police Grants	33,361
Assessment District LL	40,000
NAVISP	948,774
Capital Improvement TIF	564,250
Storm Drains	1,055,000
Wastewater	2,017,729
Waste Management	1,875,193
Total Use of Fund Balances	<u>\$ 7,004,910</u>

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

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

RESOLUTION NO. 2019-14

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 2019-20

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 has heretofore submitted to the Town Council a proposed budget for the Town for Fiscal Year 2019-20, 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 2019-20 is \$40,785,881 (Forty Million Seven Hundred Eighty-Five Thousand Eight Hundred Eighty One Dollars), and the total annual tax revenues subject to such limitation for Fiscal Year 2019-20 are estimated to be \$21,583,000; and

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

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

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

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

- A. Present Personnel Policies and Procedures, including salary schedules and benefits, except as hereinafter changed by resolution or ordinance of the Town Council.
- B. An appropriation-expenditure system which will show budgetary categories by department.
- C. The system mentioned above will apply to Operating and Capital Improvement Budget expenditures as intended for use in Fiscal Year 2019-20.
- 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 2019-20, 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 2019-20 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 2019-20 Operating and Capital Improvement Budget programs are hereby adopted, establishing the following expenditure levels:

<u>DEPARTMENT</u>	<u>2019-20 PROPOSED BUDGET</u>
1. Town Council	\$ 230,940
2. Town Attorney	620,000
3. Town Manager	565,325
4. Finance	1,005,403
5. Town Clerk	436,027
6. Public Information	337,031
7. Human Resources	170,198
8. Information Systems	776,265
9. General Government	5,692,020
10. Public Facilities	744,825
11. Public Safety/Police	15,222,921
12. Emergency Preparedness	3,575
13. Animal Control Services	2,015,530
14. Code Enforcement	549,016
15. Building & Safety	671,799
16. Engineering Service	535,600
17. Planning Services	757,826

18. Economic Development	192,158
19. Parks & Recreation	3,072,243
20. Street Maintenance Fund (Gas Tax)	2,311,763
21. Road Maintenance Rehabilitation Fund (SB1)	1,307,998
22. Measure I	2,511,500
23. CDBG	1,439,625
24. NSP3	281,000
25. Apple Valley Home	1,404,434
26. Victorville Home	1,043,989
27. Cal Home	80,000
28. Police Grants	54,089
29. Assessment District LL	360,000
30. PBID	435,000
31. Capital Improvement TIF Fund	3,947,000
32. NAVISP	965,274
33. Storm Drains	1,170,000
34. Project Manager Grants	789,398
35. Wastewater Enterprise Fund	8,894,229
36. Waste Management Enterprise Fund	14,449,993
37. Apple Valley Golf Course	1,091,186
38. Apple Valley Choice Energy	15,001,268
39. Debt Service Funds	1,626,803
40. Successor Agency – RDA	<u>3,674,984</u>

TOTAL OPERATING & CAPITAL EXPENDITURES \$96,438,235

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

1. General Fund	\$ 35,440,753
2. Street Maintenance Fund (Gas Tax)	1,849,808
3. Road Maintenance Rehabilitation Fund (SB1)	1,299,350
4. Local Transportation Fund (Article 8)	662,418
5. Measure I	6,734,966
6. CDBG	1,439,625
7. NSP3	281,000
8. Quimby	200,000
9. Apple Valley Home	1,409,390
10. Victorville Home	1,043,989
11. Cal Home	80,000
12. Police Grants	20,728
13. Assessment District LL	320,000
14. NAVISP	16,500
15. Animal Control Facilities	8,200
16. Law Enforcement Facilities	15,500
17. Public Meeting Facilities	17,000

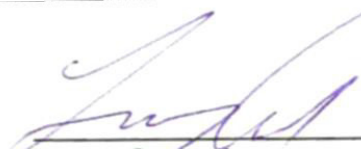
18. Aquatic Facilities	6,000
19. Storm Drains	115,000
20. Sanitary Sewer	61,000
21. Project Manager Grants	808,602
22. Capital Improvement TIF Fund	3,382,750
23. Wastewater Enterprise Fund	6,876,500
24. Waste Management Enterprise Fund	12,574,800
25. Apple Valley Golf Course	1,091,186
26. Apple Valley Choice Energy	16,298,900
27. PBID	211,000
28. Debt Service Funds	1,621,803
29. Successor Agency – RDA	<u>2,601,750</u>

TOTAL OPERATION & CAPITAL REVENUES **\$96,488,518**

SECTION 3: Pursuant to Section 53901 of the California Government Code, within 60 days after the adoption hereof, the Town Clerk shall file a copy of this resolution with the Auditor of the County of San Bernardino.

SECTION 4: Within fifteen days after the adoption of this resolution, the Town Clerk shall certify to the adoption hereof and, as so certified, cause a copy to be posted in at least three public places within the boundaries of the Town.

APPROVED and **ADOPTED** be the Town Council of the Town of Apple Valley this 25th day of June, 2019.



 Larry Cusack
 Mayor

ATTEST:



 La Vonda M. Pearson

RESOLUTION NO. 2019-15

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN
OF APPLE VALLEY, CALIFORNIA, ESTABLISHING THE
FISCAL YEAR 2019-2020 APPROPRIATION LIMIT FOR
THE TOWN OF APPLE VALLEY**

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

WHEREAS, the Director of Finance of the Town has heretofore prepared and submitted data and documentation required for and to be used in the determination of an appropriations limit for the Town for Fiscal Year 2019-2020 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 2018-2019 Appropriation Limit of \$38,966,012 (Thirty-Eight Million, Nine Hundred Sixty-six Thousand, Twelve 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 2019-2020 Appropriation Limit:

Per Capita Personal Income Change for Fiscal Year 2019-2020:	3.85%
Population Adjustment - January 1, 2019:	.79%

**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 2019-2020 Appropriation Limit of the Town of Apple Valley to be \$40,785,881 (and said sum is hereby determined and established as the appropriation limit for the Town of Apple Valley for Fiscal Year 2019-2020).

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 25th day of June 2019.

ATTEST:



La Vonda M-Pearson, Town Clerk

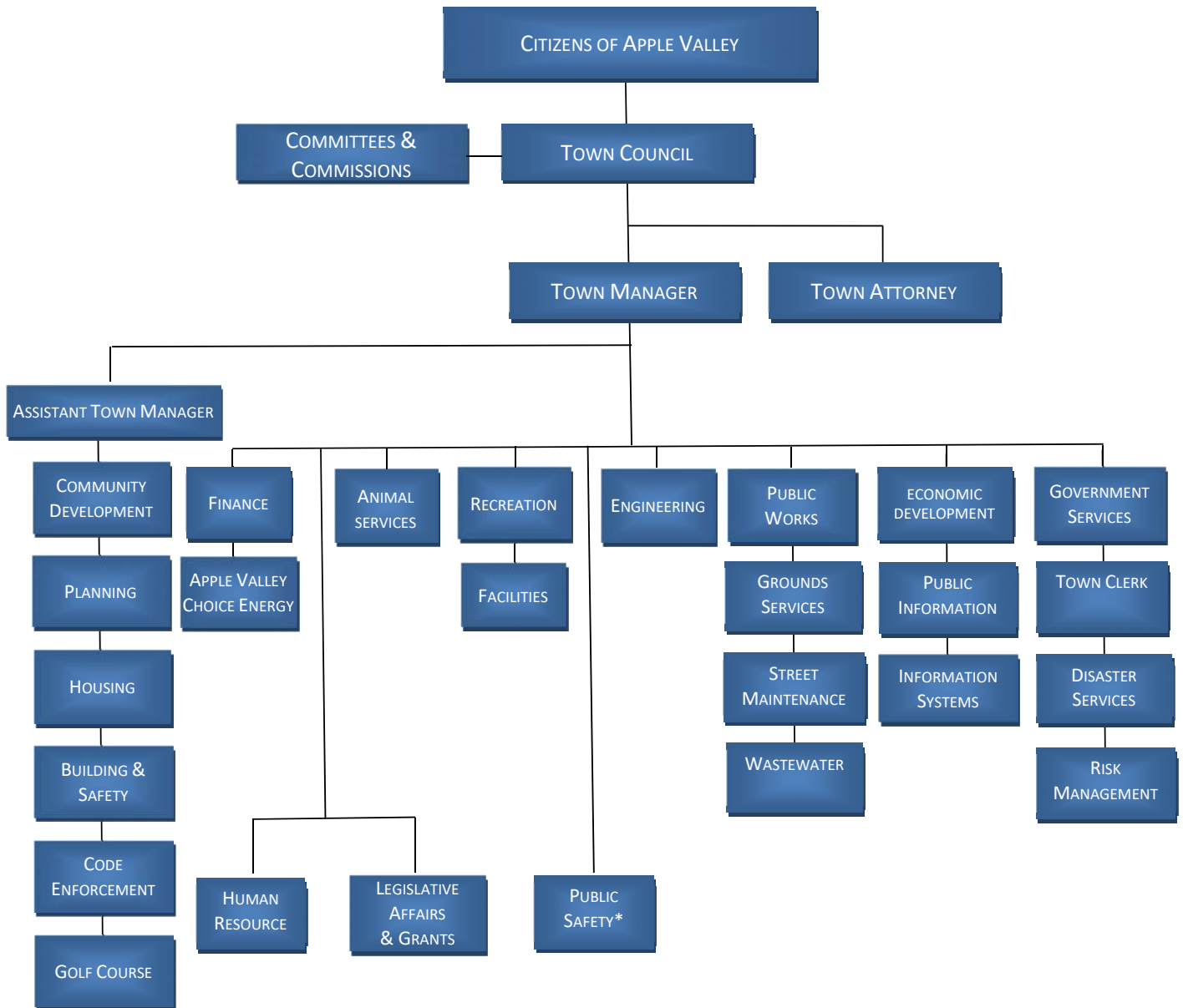


Larry Cusack, Mayor

Town of Apple Valley

ORGANIZATIONAL CHART

Fiscal Year 2019-2020



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

A HISTORY OF APPLE VALLEY



Yucca Loma Ranch, circa 1920

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

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

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

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

Today, the Town is home to 73,984 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 to the Town. Depreciation expense is not included in budgeting for enterprise funds, but the full purchase price of equipment is included in the budget.

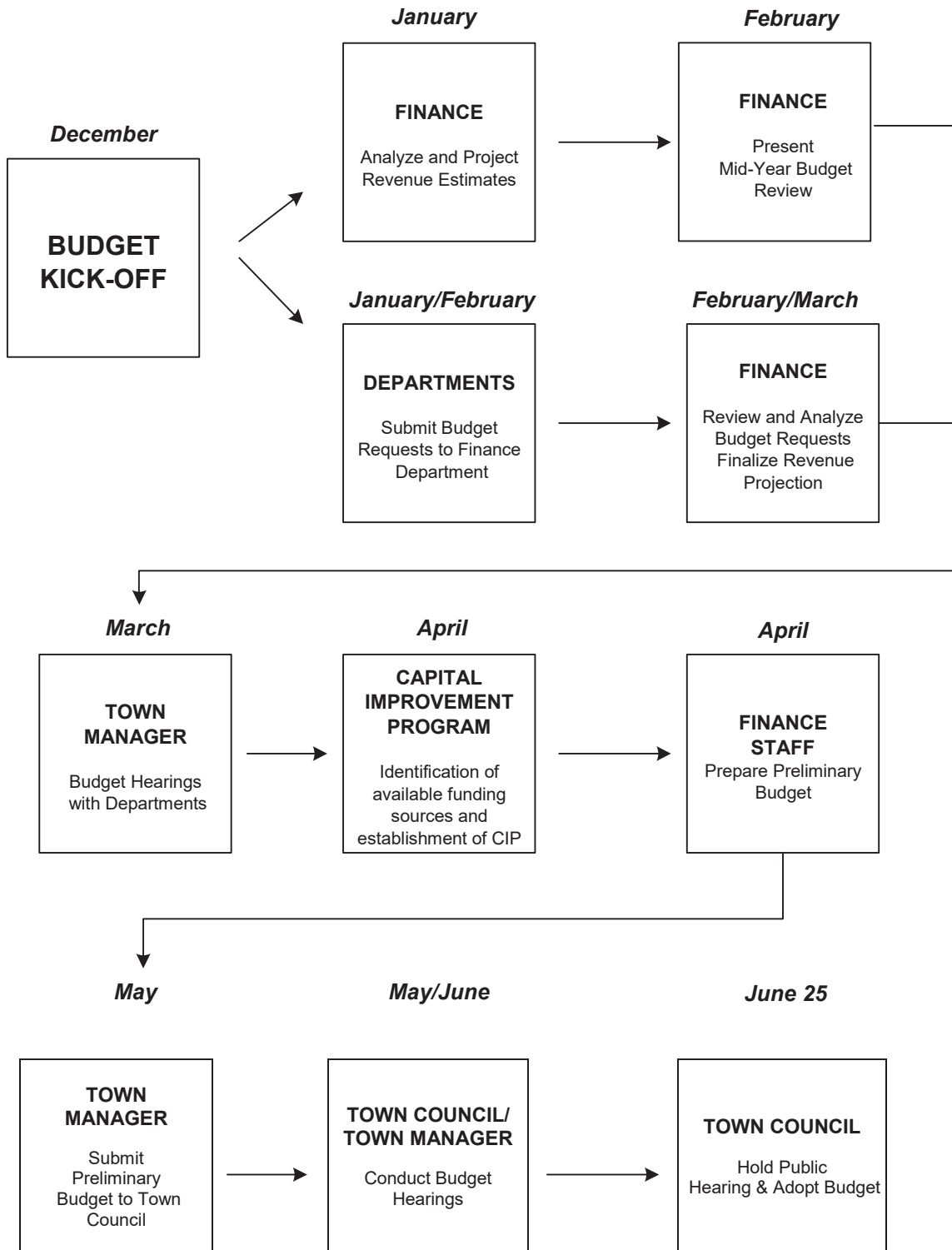
Basis of accounting: The Town uses the modified accrual basis of accounting for governmental funds. Revenues are recorded when measurable and available to fund current expenditures. Expenditures are recorded when the services are substantially performed, or the goods have been received and the liabilities 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.

FLOW CHART **FISCAL YEAR 2019-2020**



DESCRIPTION OF FUNDS, FUND TYPES, & ACCOUNT CODES

GOVERNMENTAL FUNDS

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

GENERAL FUND

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

SPECIAL REVENUE FUNDS

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

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

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

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

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

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

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

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

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

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

DESCRIPTION OF FUNDS & FUND TYPES

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

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.

ACCOUNT CODES

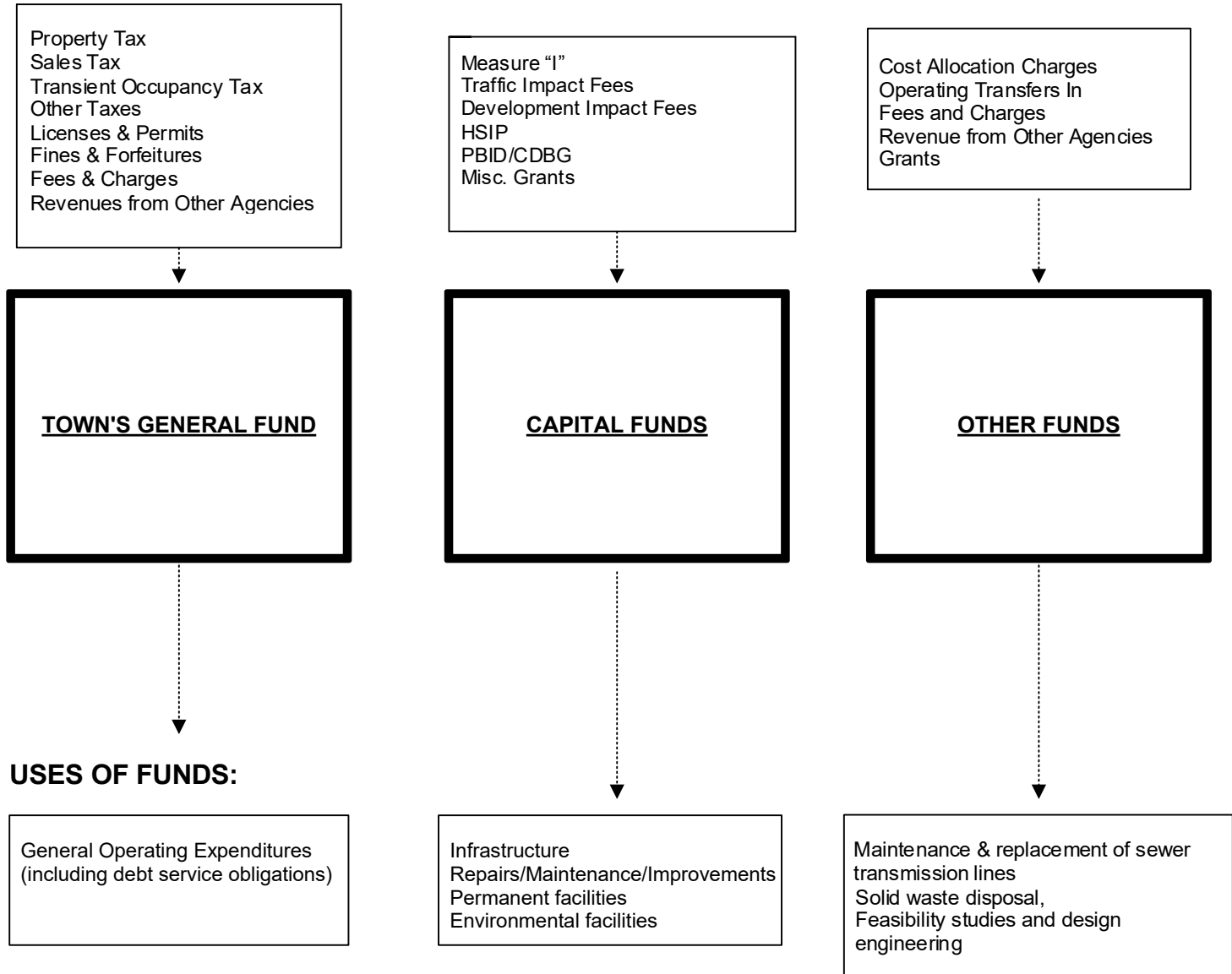
The budget worksheets contain codes that identify the fund, department or division, account type, and/or subfunction of each line within the Town's accounting system. The type of account can be a revenue or an expenditure and is classified with a description. A subfunction identifies if an account is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

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

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

THE TOWN'S FLOW OF FUNDS STRUCTURE

REVENUE SOURCES:



Town of Apple Valley

Fiscal Year 2019/2020 - Summary of All Funds

Revenues:

General Fund	\$35,440,753
Special Revenue	14,241,274
Debt Service	1,621,803
Capital Improvement Funds	4,430,552
Enterprise Funds	36,841,386
Successor Agency - RDA	3,676,064

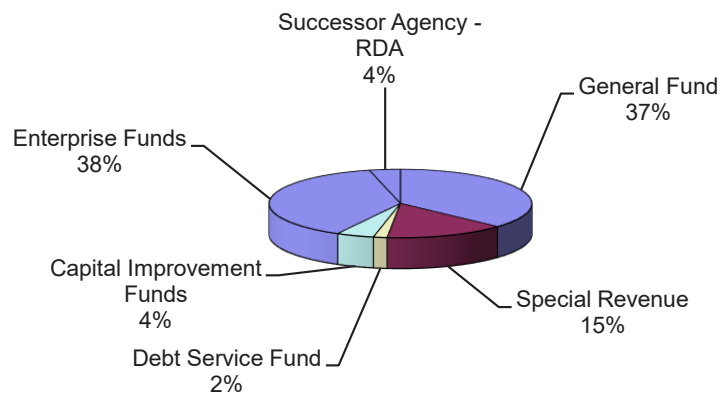
Total Revenues	<u>\$96,251,832</u>
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Expenditures:

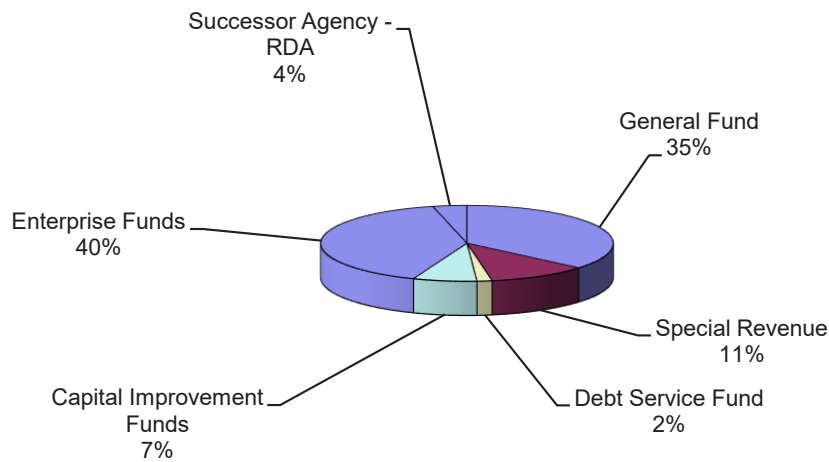
General Fund	\$35,439,441
Special Revenue	10,794,398
Debt Service	1,626,803
Capital Improvement Funds	6,871,672
Enterprise Funds	39,436,676
Successor Agency - RDA	3,674,984

Total Expenditures	<u>\$97,843,974</u>
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Revenues - All Funds

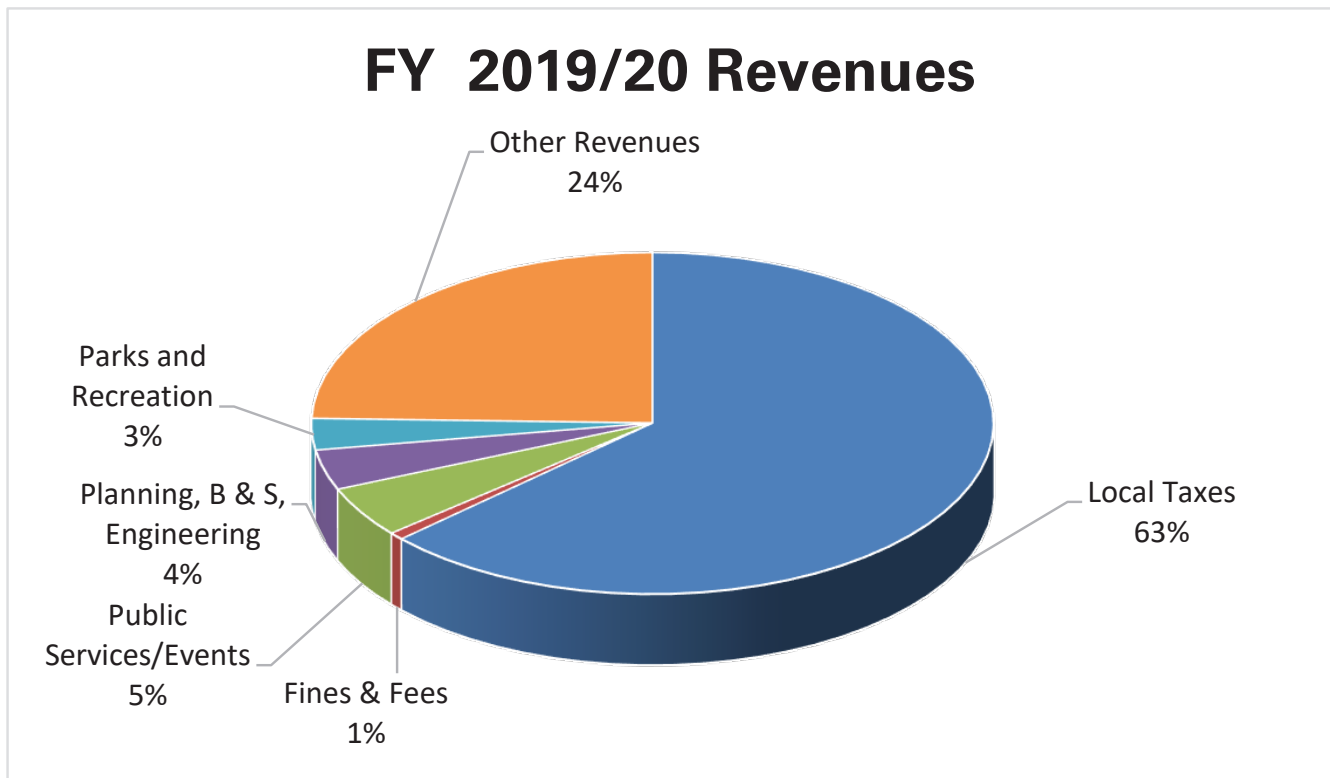


Expenditures - All Funds



Town of Apple Valley - Budgeted Revenues
Fiscal Year 2019/20- Summary of General Fund

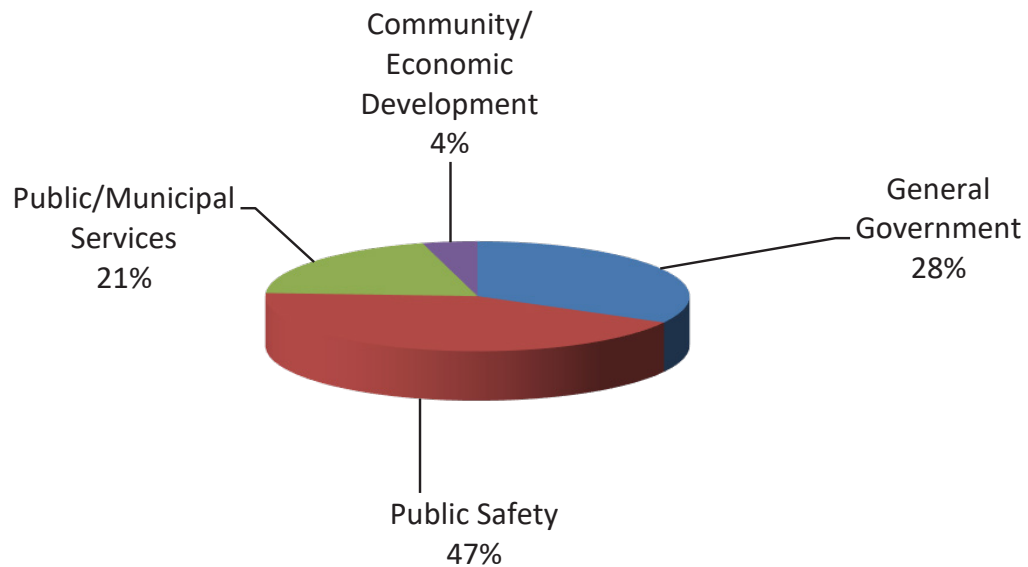
SOURCE	REVENUES
Local Taxes	22,377,650
Fines & Fees	251,000
Public Services/Events	1,704,422
Planning, B & S, Engineering	1,346,350
Parks and Recreation	1,054,455
Other Revenues	8,706,876
Total Revenues	<u><u>35,440,753</u></u>



Town of Apple Valley - Appropriations
Fiscal Year 2019/20 - Summary of General Fund

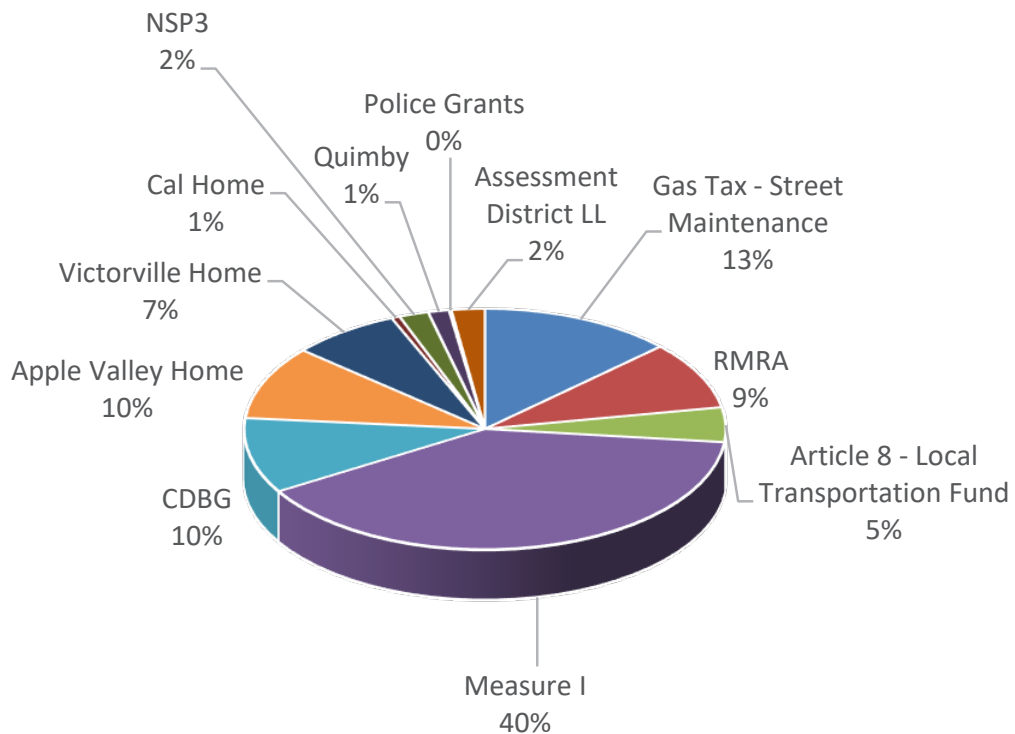
FUNDS	APPROPRIATIONS
General Government	\$11,673,948
Public Safety	15,226,496
Public/Municipal Services	7,053,413
Community/Economic Development	1,485,584
Total Expenditures	<u><u>\$35,439,441</u></u>

FY 2019/20 Appropriations



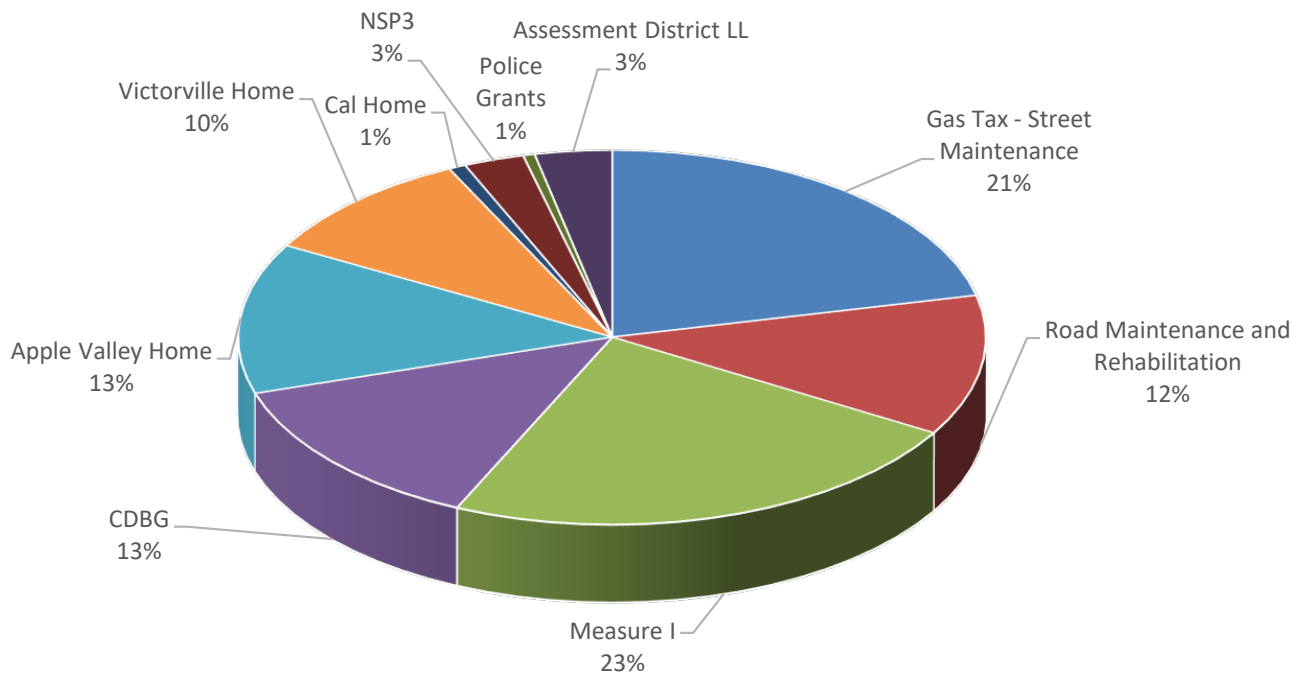
2019/20 Special Revenue Funds Revenue

Gas Tax - Street Maintenance	\$1,849,808
RMRA	1,299,350
Article 8 - Local Transportation Fund	662,418
Measure I	5,634,966
CDBG	1,439,625
Apple Valley Home	1,409,390
Victorville Home	1,043,989
Cal Home	80,000
NSP3	281,000
Quimby	200,000
Police Grants	20,728
Assessment District LL	320,000
Total-Special Rev Funds Revenue	<u><u>\$14,241,274</u></u>



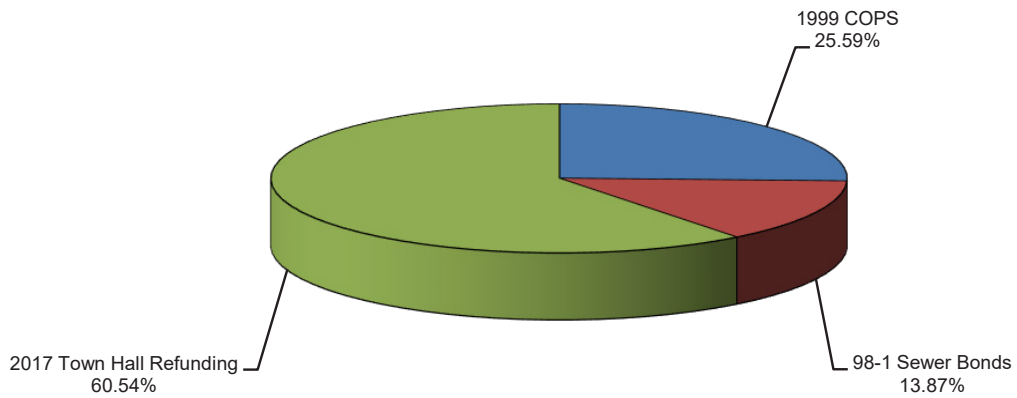
2019/20 Special Revenue Funds Expenditures

Gas Tax - Street Maintenance	\$ 2,311,763
Road Maintenance and Rehabilitation	1,307,998
Measure I	2,511,500
CDBG	1,439,625
Apple Valley Home	1,404,434
Victorville Home	1,043,989
Cal Home	80,000
NSP3	281,000
Police Grants	54,089
Assessment District LL	360,000
Total-Special Rev Funds Expenditures	<u><u>\$ 10,794,398</u></u>



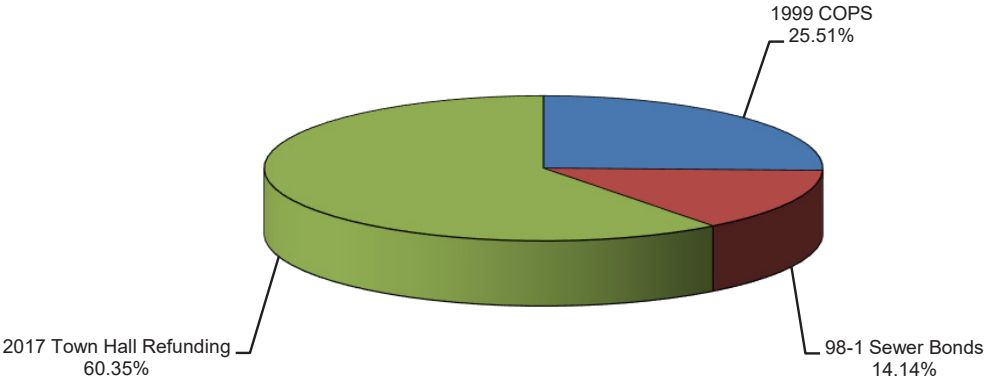
2019/20 Debt Service Funds Revenue

1999 COPS	\$ 415,000
98-1 Sewer Bonds	225,000
2017 Town Hall Refunding	981,803
Total Debt Service Funds Revenue	<u>\$ 1,621,803</u>



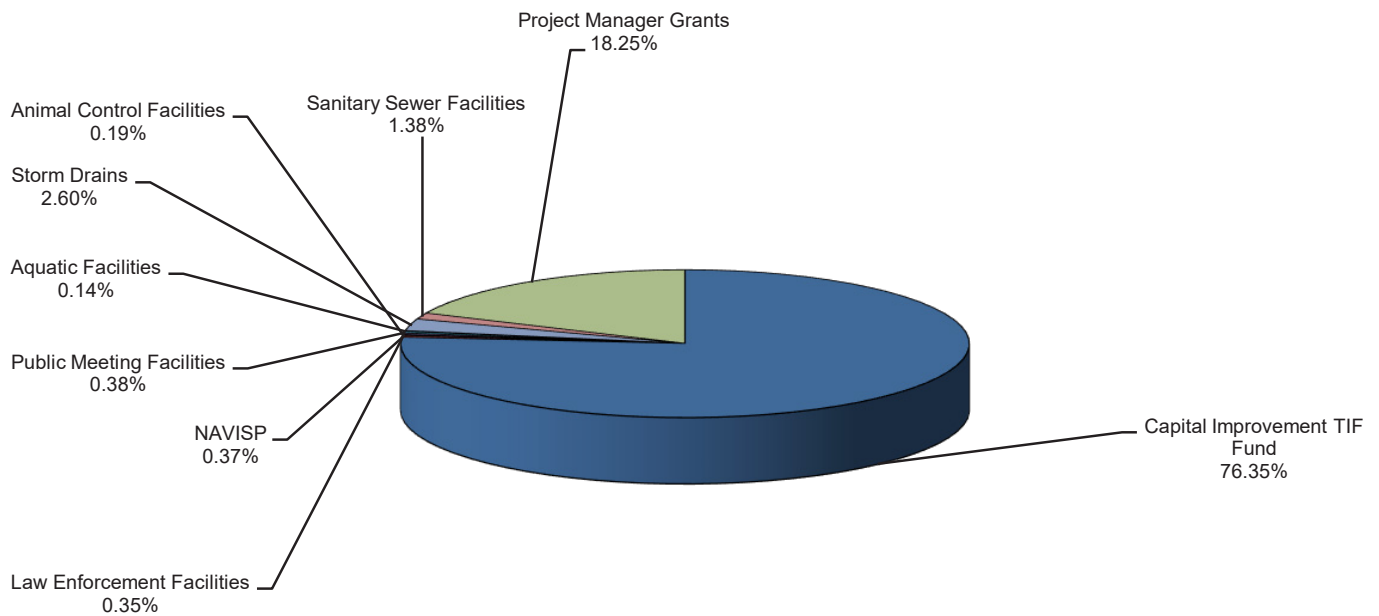
2019/20 Debt Service Funds Expense

1999 COPS	\$ 415,000
98-1 Sewer Bonds	230,000
2017 Town Hall Refunding	981,803
Total Debt Service Funds Expense	<u>\$ 1,626,803</u>



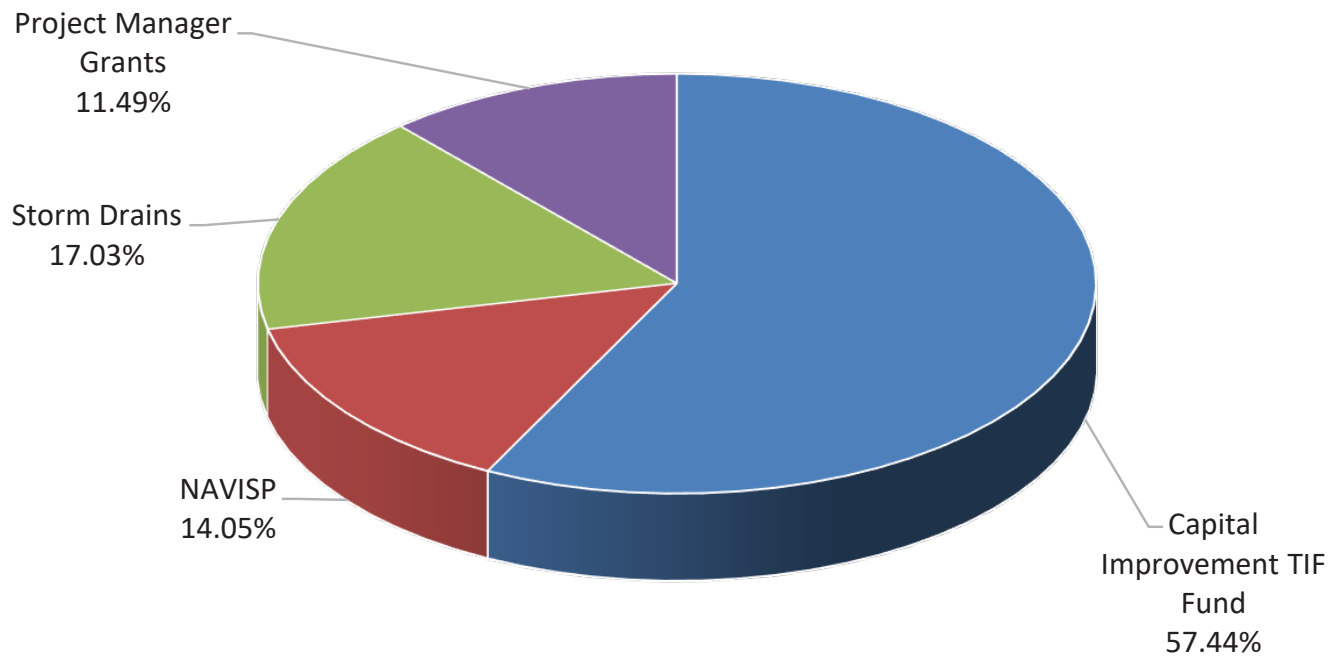
2019/20 Capital Improvement Funds Revenue

Capital Improvement TIF Fund	\$ 3,382,750
NAVISP	16,500
Animal Control Facilities	8,200
Law Enforcement Facilities	15,500
Public Meeting Facilities	17,000
Aquatic Facilities	6,000
Storm Drains	115,000
Sanitary Sewer Facilities	61,000
Project Manager Grants	808,602
Total-CIP Funds Revenue	<u><u>\$ 4,430,552</u></u>



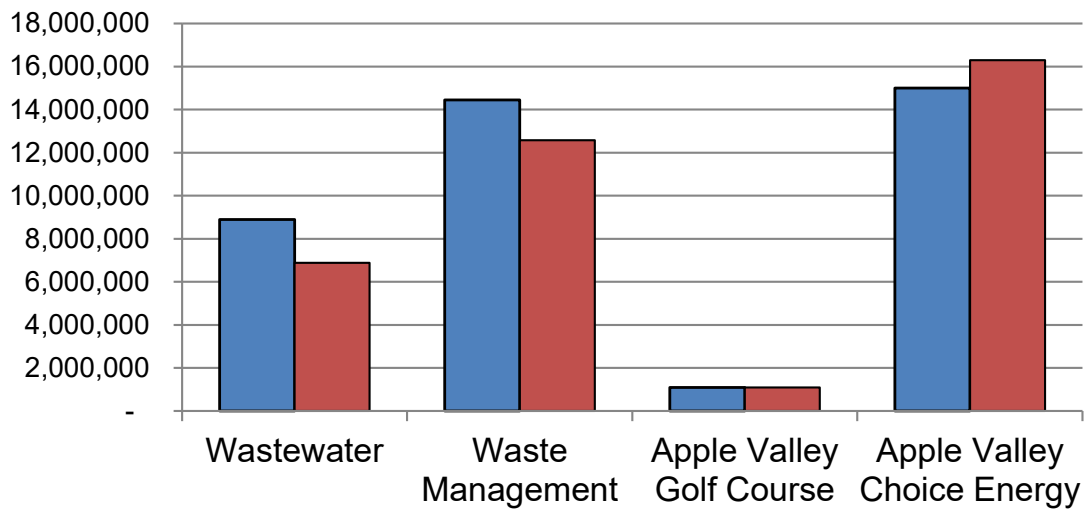
2019/20 Capital Improvement Funds Expenditures

Capital Improvement TIF Fund	\$ 3,947,000
NAVISP	965,274
Storm Drains	1,170,000
Project Manager Grants	789,398
Total-CIP Funds Expenditures	<u>\$ 6,871,672</u>



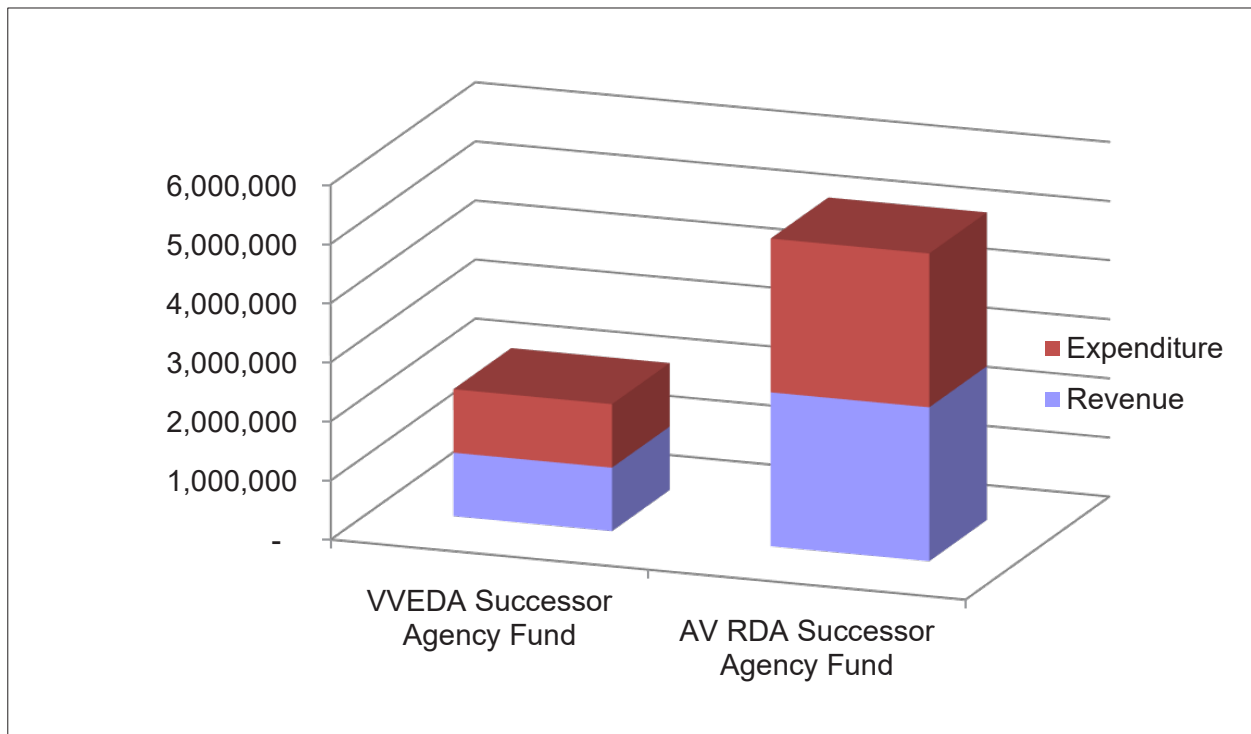
2019/20 Enterprise Funds Revenues & Expenditures

	Revenues	Expenditures
Wastewater	6,876,500	8,894,229
Waste Management	12,574,800	14,449,993
Apple Valley Golf Course	1,091,186	1,091,186
Apple Valley Choice Energy	16,298,900	15,001,268
Total - Enterprise Funds	<u><u>36,841,386</u></u>	<u><u>39,436,676</u></u>



2019/20 Successor Agency - RDA Revenue & Expenditure

	Revenue	Expenditure
VVEDA Successor Agency Fund	1,074,314	1,074,316
AV RDA Successor Agency Fund	2,601,750	2,600,668
Total-RDA	<u>3,676,064</u>	<u>3,674,984</u>



Town of Apple Valley
CALCULATION OF PROJECTED FUND BALANCES
for the Fiscal Year Ending June 30, 2020

Fund No.	Fund Description	Projected*	Estimated	Adopted
		Fund Balances 07/01/19	Revenues FY 19-20	Operating Expenditures FY 19-20
1001	General Fund w/ Parks & Recreation	5,354,530	35,440,753	27,904,318
	Special Revenue Funds:			
2010	Gas Tax Fund	(87,327)	1,849,808	2,266,263
2011	Road Maintenance and Rehabilitation	522,637	1,299,350	
2013	Article 3	-	-	-
2015	Article 8	3,364,038	662,418	-
2021	Measure I Local 2040	4,200,663	5,634,966	-
2040	Air Pollution Control	380	-	-
2120	CDBG	1	1,439,625	1,439,625
2131	NSP 3	3,057	281,000	281,000
2320	Apple Valley Home	(44,619)	1,409,390	1,404,434
2330	Victorville Home	(45,729)	1,043,989	1,043,989
2410	Cal Home	2,728,211	80,000	80,000
2520	Quimby Funds	673,661	200,000	-
2610	Police Grants	(28,611)	20,728	54,089
2620	Asset Seizure	1,915	-	-
2630	Drug & Gang Prevention	6,056	-	-
2810	Assessment District LL	1,519,690	320,000	360,000
	Subtotal Special Revenue Funds	12,814,024	14,241,274	6,929,400
	Debt Service Funds:			
4105	1999 COPS	764	-	415,000
4108	2007 Town Hall	903,167	-	981,803
	Subtotal Debt Service Funds	903,932	-	1,396,803

* Represents Unassigned/Unrestricted balances.

Adopted Capital Expenditures FY 19-20	Total Adopted Expenditures FY 19-20	Estimated Revenues Over (Under) Estimated Expenditures	Transfers In	Transfers Out	Projected Ending Fund Balances 6/30/2020
	27,904,318	7,536,435	4,352,850	1,840,739	15,403,076
45,500	2,311,763	(461,955)	524,700	817,600	(842,182)
1,307,998	1,307,998	(8,648)			513,989
-	-	-	-	-	-
-	-	662,418	-	524,000	3,502,456
2,511,500	2,511,500	3,123,466	-	-	7,324,129
-	-	-	-	-	380
-	1,439,625	-	199,664	-	199,665
-	281,000	-	-	-	3,057
-	1,404,434	4,956	-	-	(39,663)
-	1,043,989	-	-	-	(45,729)
-	80,000	-	-	-	2,728,211
-	-	200,000	-	-	873,661
-	54,089	(33,361)	-	-	(61,972)
-	-	-	-	-	1,915
-	-	-	-	-	6,056
-	360,000	(40,000)	-	-	1,479,690
3,864,998	10,794,398	3,446,876	724,364	1,341,600	15,643,664
	415,000	(415,000)	415,000		764
	981,803	(981,803)	981,803		903,167
-	1,396,803	(1,396,803)	1,396,803	-	903,932

Town of Apple Valley
CALCULATION OF PROJECTED FUND BALANCES
for the Fiscal Year Ending June 30, 2020

		Projected*		Adopted
Fund		Fund	Estimated	Operating
No.	Fund Description	Balances	Revenues	Expenditures
		07/01/19	FY 19-20	FY 19-20
	Capital Improvement Funds:			
4050	NAVISP	1,697,386	16,500	965,274
4110	Government Facilities			
4410	Capital Improvement TIF Fund	7,047,083	3,382,750	-
4710	Animal Control Facilities	144,376	8,200	-
4720	Law Enforcement Facilities	68,797	15,500	-
4730	General Government Facilities	274,118	-	-
4740	Public Meeting Facilities	270,688	17,000	-
4750	Aquatic Facilities	107,151	6,000	-
4760	Storm Drains	2,130,995	115,000	170,000
4770	Sanitary Sewer Facilities	1,232,889	61,000	-
4910	Project Manager Grants	(36,334)	808,602	789,398
	Subtotal Capital Projects Funds	12,937,150	4,430,552	1,924,672
	Total Governmental Funds	32,009,636	54,112,579	38,155,193
	Enterprise Funds:			
5010	Wastewater	7,053,046	6,876,500	4,249,485
5510	Solid Waste	2,916,897	12,574,800	14,449,993
5710	Apple Valley Golf Course	(1,864,360)	1,091,186	926,186
5810	Apple Valley Choice Energy	2,643,917	16,298,900	15,007,268
	Total Enterprise Funds	10,749,499	20,542,486	19,625,664
	Successor Agency - RDA			
2725	VVEDA Successor Agency Fund	1,918,795	1,074,314	1,074,316
2730	AV RDA Successor Agency Fund	680,765	2,601,750	2,600,668
		2,599,560	3,676,064	3,674,984
	GRAND TOTAL	42,759,135	74,655,065	57,780,857

* Represents Unassigned/Unrestricted balances.

Adopted Capital Expenditures FY 19-20	Total Adopted Expenditures FY 19-20	Estimated Revenues Over (Under) Estimated Expenditures	Transfers In	Transfers Out	Projected Ending Fund Balances 6/30/2020
-	965,274	(948,774)	-	-	748,612
-	-	-	-	-	-
3,947,000	3,947,000	(564,250)	-	-	6,482,833
-	-	8,200	-	-	152,576
-	-	15,500	-	-	84,297
-	-	-	-	-	274,118
-	-	17,000	-	-	287,688
-	-	6,000	-	-	113,151
1,000,000	1,170,000	(1,055,000)	-	-	1,075,995
-	-	61,000	-	-	1,293,889
36,187	825,585	(16,983)	-	-	(53,317)
4,983,187	6,907,859	(2,477,307)	-	-	10,459,843
8,848,185	47,003,378	7,109,201	6,474,017	3,182,339	42,410,515
4,644,744	8,894,229	(2,017,729)	-	748,400	4,286,917
-	14,449,993	(1,875,193)	-	1,870,350	(828,646)
165,000	1,091,186	-	443,936	-	(1,420,424)
-	15,007,268	1,291,632	-	946,500	2,989,049
4,809,744	24,435,408	(3,892,922)	443,936	3,565,250	5,026,895
-	1,074,316	(2)	-	-	1,918,793
-	2,600,668	1,082	-	-	681,847
-	3,674,984	1,080	-	-	2,600,640
13,657,929	71,438,786	3,216,279	6,917,953	6,747,589	47,437,410

TOWN OF APPLE VALLEY, CALIFORNIA

SCHEDULE OF INTERFUND TRANSFERS

FISCAL YEAR 2019-2020

FUND	TRANSFERS IN	TRANSFERS OUT	
General Fund Admin Overhead from 2010	\$ 817,600		1
General Fund Admin Overhead from 5010	748,400		1
General Fund Admin Overhead from 5510	789,400		1
General Fund Admin Overhead from 5810	946,500		1
General Fund - 1001	1,050,950		2
Debt Service Funds - 4105,4108	1,396,803		3
Apple Valley Golf Course - 5710	443,936		4
Street Maintenance - 2010		\$ 817,600	1
Administrative Overhead 5010		748,400	1
Administrative Overhead 5510		789,400	1
Administrative Overhead 5810		946,500	1
Waste Management - 5510		1,050,950	2
General Fund - 1001		1,396,803	3
General Fund - 1001		443,936	4
Total	\$ 6,193,589	\$ 6,193,589	

- 1 Administrative Overhead
- 2 Franchise Fee from Solid Waste
- 3 Transfer from General Fund Public Facilities to Debt Service Funds
- 4 To AVGC from General Fund

TOWN OF APPLE VALLEY, CALIFORNIA

**BUDGET COMPARISON
BY FUND/BY DEPARTMENT**

Fund/Department	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Amended	FY 19-20 Adopted
<u>General Fund (1001)</u>				
Town Council	\$ 246,323	\$ 276,807	\$ 235,298	\$ 230,940
Town Attorney	1,114,367	1,457,870	620,000	620,000
Town Manager	527,854	602,879	540,488	565,325
Finance	1,168,622	1,172,234	831,192	1,005,403
Town Clerk	757,184	379,119	413,859	436,027
Public Information	493,979	619,634	312,676	337,031
Human Resources	465,478	521,057	211,501	170,198
Information Technology	307,027	365,024	296,157	776,265
General Government	5,329,766	3,885,058	3,213,335	5,692,020
Public Facilities	2,212,338	1,631,393	2,342,532	744,825
Public Safety	13,434,956	13,753,922	14,594,833	15,222,921
Emergency Preparedness	189,464	150,064	151,403	3,575
Animal Control	694,235	726,863	685,948	668,946
Animal Shelter	1,228,179	1,273,904	1,315,281	1,346,584
Public Services - Administration	244,697	134,695	-	-
Code Enforcement	920,586	910,649	865,674	549,016
Building & Safety	648,586	773,405	764,515	671,799
Economic Development	98,946	51,871	165,868	192,158
Engineering	531,173	556,236	535,600	535,600
Community Development	721,893	657,897	685,833	757,826
Parks & Recreation	3,424,250	3,175,445	3,005,711	3,072,243
Subtotal Fund 1001	\$ 34,759,903	\$ 33,076,026	\$ 31,787,704	\$ 33,598,702
<u>Gas Tax Fund (2010)</u>				
Street Maintenance	\$ 2,342,802	\$ 2,880,347	\$ 2,271,023	2,311,763
Non-Departmental	-	-	-	-
Subtotal Fund 2010	\$ 2,342,802	\$ 2,880,347	\$ 2,271,023	\$ 2,311,763
<u>Road Maintenance Rehabilitation Fund (2011)</u>				
Street Maintenance	-	-	\$ 1,302,450	\$ 1,307,998
Non-Departmental	-	-	-	-
Subtotal Fund 2010	\$ -	\$ -	\$ 1,302,450	\$ 1,307,998
<u>Article 3 (2013)</u>				
Street Capital Projects	\$ 722,733	\$ -	\$ -	-
Subtotal Fund 2015	\$ 722,733	\$ -	\$ -	\$ -
<u>Article 8 (2015)</u>				
Street Capital Projects	\$ 24,849	\$ 570,878	\$ 2,762,524	\$ -
Subtotal Fund 2015	\$ 24,849	\$ 570,878	\$ 2,762,524	\$ -
<u>Measure I - Local (2021)</u>				
Street Capital Projects	\$ 3,013,294	\$ 5,678,943	\$ 5,219,725	\$ 2,511,500
Subtotal Fund 2021	\$ 3,013,294	\$ 5,678,943	\$ 5,219,725	\$ 2,511,500

TOWN OF APPLE VALLEY, CALIFORNIA

**BUDGET COMPARISON
BY FUND/BY DEPARTMENT**

Fund/Department	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Amended	FY 19-20 Adopted
<u>Air Pollution Control (2040)</u>				
Transit	\$ 61,568	\$ 120,180	\$ -	
Subtotal Fund 2040	\$ 61,568	\$ 120,180	\$ -	\$ -
<u>CDBG (2120)</u>				
Community Development	\$ 663,351	\$ 516,789	\$ 1,424,801	\$ 1,439,625
Subtotal Fund 2120	\$ 663,351	\$ 516,789	\$ 1,424,801	\$ 1,439,625
<u>NSP3 (2131)</u>				
Community Development	\$ 592	\$ 234	\$ 200,000	\$ 281,000
Subtotal Fund 2131	\$ 592	\$ 234	\$ 200,000	\$ 281,000
<u>Apple Valley Home (2320)</u>				
Community Development	\$ 192,127	\$ 112,978	\$ 1,195,601	\$ 1,404,434
Subtotal Fund 2320	\$ 192,127	\$ 112,978	\$ 1,195,601	\$ 1,404,434
<u>Victorville Home (2330)</u>				
Community Development	\$ 604,482	\$ 341,256	\$ 901,560	\$ 1,043,989
Subtotal Fund 2330	\$ 604,482	\$ 341,256	\$ 901,560	\$ 1,043,989
<u>Cal Home (2410)</u>				
Community Development	\$ 113,993	\$ 97,010	\$ 60,000	\$ 80,000
Subtotal Fund 2410	\$ 113,993	\$ 97,010	\$ 60,000	\$ 80,000
<u>Quimby Fund (2520)</u>				
Street Capital Projects	\$ 8,910	\$ 15,542	\$ -	-
Subtotal Fund 2520	\$ 8,910	\$ 15,542	\$ -	\$ -
<u>Grants Fund (2610)</u>				
JAG Grant	\$ 20,752	\$ 22,297	\$ -	\$ -
CALPAL Program	-	-	-	-
Homeland Security	20,000	48,122	20,267	20,728
CAL E M A	6,625	26,773	33,361	33,361
Sobriety Checkpoint	-	-	-	-
Subtotal Fund 2610	\$ 47,377	\$ 97,192	\$ 53,628	\$ 54,089
<u>Lighting & Landscape District (2810)</u>				
Right of Way Maintenance	\$ 269,313	\$ 212,051	\$ 460,000	\$ 350,000
Engineering Contractor	4,200	4,783	10,000	10,000
Subtotal Fund 2810	\$ 273,513	\$ 216,834	\$ 470,000	\$ 360,000
<u>Blue Cut Fire (2910)</u>				
	\$ 82,787	\$ -	\$ -	\$ -
Subtotal Fund 2910	\$ 82,787	\$ -	\$ -	\$ -

TOWN OF APPLE VALLEY, CALIFORNIA

**BUDGET COMPARISON
BY FUND/BY DEPARTMENT**

Fund/Department	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Amended	FY 19-20 Adopted
<u>NAVISP Infrastructure (4050)</u>				
NAVISP	\$ -	\$ -	\$ 965,274	\$ 965,274
Subtotal Fund 4050	\$ -	\$ -	\$ 965,274	\$ 965,274
<u>1999 COP's (4105)</u>				
Town Hall Debt Service	\$ 390,922	\$ 398,688	\$ 408,000	\$ 415,000
Subtotal Fund 4105	\$ 390,922	\$ 398,688	\$ 408,000	\$ 415,000
<u>2001 COP's (4106)</u>				
Town Hall Debt Service	\$ -	\$ -	\$ -	\$ -
Subtotal Fund 4106	\$ -	\$ -	\$ -	\$ -
<u>2017 Revenue Bonds Refunding (4108)</u>				
Town Hall Debt Service	\$ 883,156	\$ 7,827,913	\$ 961,335	\$ 981,803
Subtotal Fund 4108	\$ 883,156	\$ 7,827,913	\$ 961,335	\$ 981,803
<u>CIP TIF Fund (4410)</u>				
Street Capital Projects	\$ 8,240,508	\$ 1,259,029	\$ 1,680,333	\$ 3,947,000
Subtotal Fund 4410	\$ 8,240,508	\$ 1,259,029	\$ 1,680,333	\$ 3,947,000
<u>Law Enforcement Facilities (4720)</u>				
PD T/I 2014/2015	\$ 49,960	\$ 13,121	\$ -	\$ -
Subtotal Fund 4720	\$ 49,960	\$ 13,121	\$ -	\$ -
<u>Aquatic Facilities (4750)</u>				
Aquatic Capital Projects	\$ -	\$ -	\$ 6,500	\$ -
Subtotal Fund 4750	\$ -	\$ -	\$ 6,500	\$ -
<u>Storm Drains (4760)</u>				
Dry Well Projects	\$ -	\$ -	\$ 680,000	\$ 1,170,000
Land Acquisition	2,957	497	-	-
Subtotal Fund 4760	\$ 2,957	\$ 497	\$ 680,000	\$ 1,170,000
<u>Project Manager Grants (4910)</u>				
DOC Recycling	\$ 13,428	\$ 17,765	\$ -	\$ 19,926
Waste Tire Amnesty	6,337	2,567	1,319	25,493
MSHCP Plan	427,044	110,055	-	-
Safe Routes to School	94,165	13,630	-	-
Hwy 18 Village Area Median	-	-	-	-
Special Purpose Grants	16,956	10,143	36,187	743,979
Subtotal Fund 4910	\$ 557,930	\$ 154,160	\$ 37,506	\$ 789,398
<u>Sewer System Maintenance (5010-5050)</u>				
Operations & Maintenance	\$ 4,054,413	\$ 4,373,531	\$ 3,946,934	4,249,485
Debt Service	226,851	228,316	-	230,000
Capital Expenditures	1,759,171	1,946,649	3,685,500	4,644,744
Subtotal Fund 5010	\$ 6,040,435	\$ 6,548,496	\$ 7,632,434	\$ 9,124,229

TOWN OF APPLE VALLEY, CALIFORNIA

**BUDGET COMPARISON
BY FUND/BY DEPARTMENT**

Fund/Department	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Amended	FY 19-20 Adopted
<u>Solid Waste (5510)</u>				
Waste Management	\$ 7,994,121	\$ 8,110,590	\$ 8,121,377	\$ 12,276,704
Debt Service	113,473	98,182	335,561	332,939
Transfer Out	2,795,042	2,998,041	1,834,300	1,840,350
Subtotal Fund 5510	\$ 10,902,636	\$ 11,206,813	\$ 10,291,238	\$ 14,449,993
<u>Apple Valley Golf Course (5710)</u>				
Non-Departmental	\$ 259,440	\$ 304,783	\$ 225,700	\$ 190,200
Administration	113,852	117,334	135,279	125,600
Food & Beverage	3,824	(110)	-	-
Grounds	558,259	536,580	559,900	558,000
Facilities	90,055	90,470	102,241	175,386
Pro Shop	74,528	57,601	67,721	42,000
Subtotal Fund 5710	\$ 1,099,958	\$ 1,106,658	\$ 1,090,841	\$ 1,091,186
<u>Apple Valley Choice Energy (5810)</u>				
Operations & Maintenance	\$ 2,906,247	\$ 13,698,906	\$ 14,569,920	\$ 15,001,268
Subtotal Fund 5810	\$ 2,906,247	\$ 13,698,906	\$ 14,569,920	\$ 15,001,268
<u>Successor Agency - RDA</u>				
VVEDA RORF	\$ 1,149,303	\$ 921,982	\$ 1,065,433	1,074,316
PA#2 RORF	2,599,114	2,813,161	2,633,768	2,600,668
Subtotal RDA Funds	\$ 3,748,417	\$ 3,735,143	\$ 3,699,201	\$ 3,674,984
<u>PBID</u>				
PBID Capital Projects	\$ 176,089	\$ 212,062	\$ 649,396	435,000
Subtotal PBID Funds	\$ 176,089	\$ 212,062	\$ 649,396	\$ 435,000
Grand Total	\$ 77,735,407	\$ 89,673,633	\$ 89,671,598	\$ 96,438,235

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

Description	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Amended	FY 19-20 Adopted
Salaries & Benefits				
Salaries Regular	6,723,094	6,962,499	5,704,879	5,988,760
Salaries Part-Time	800,792	882,161	920,676	958,078
Part Time Sick Leave	9,338	12,558	500	7,486
Overtime	68,980	45,553	31,802	1,500
Cafeteria Benefits	966,902	965,416	915,658	950,610
Deferred Comp	141,676	121,829	1,314	-
FICA	-	-	652	-
RHS	31,787	30,567	38,883	38,159
Health Benefits - Retirees	150,280	131,974	160,000	160,000
Medicare	112,855	115,865	98,850	101,453
PERS	1,590,255	1,462,148	1,238,684	1,362,071
Auto Allowance	82,128	79,677	70,957	71,112
Direct Housing Loan Costs	(45,707)	(16,259)	(88,349)	(17,425)
Blue Cut Fire	6,856	-	-	-
Pension GASB 68	(143,677)	1,745,782	-	-
Uniform Expenses	28,933	30,286	36,185	38,685
Salaries & Benefits	10,524,492	12,570,056	9,130,690	9,660,489
Advertising/Marketing	115,856	94,806	151,952	140,200
Banking Fees - check 21	3,746	3,486	3,400	3,400
Council & Commissioners	3,189	5,854	5,000	500
Credit Card Costs	151,705	139,728	134,500	125,450
Disposal Services	45,087	46,145	49,750	47,550
Education & Training	40,187	27,714	40,325	35,375
Insurance	894,945	1,268,692	1,118,000	1,117,000
Meetings & Conferences	108,145	101,867	106,155	108,804
Membership & Dues	183,775	165,551	154,700	107,020
Mileage Exp/Allowance	4,919	2,767	13,805	1,000
Miscellaneous Costs	216,486	91,302	58,825	13,625
Office Supplies/Exp	32,886	33,604	32,375	35,750
Postage	72,552	70,378	78,604	73,150
Bus Passes	-	-	-	2,500
Printing	82,682	61,597	90,950	73,375
Rent	-	-	-	-
Subscriptions	7,685	8,308	7,000	7,950
Utilities	1,628,200	1,669,355	1,550,300	1,482,450
Animal Food Supplies	690	494	750	750
Assessment District Costs	5,377	5,377	6,000	6,000
Bad Debt	76,789	(1,943)	70,000	65,000
Concession (Resale) Costs	4,841	3,251	4,125	4,125
Election	327,824	(43,568)	90,000	80,200
Gift Certificates	1,060	(197)	-	-
Graffiti Removal & Supplies	28,585	19,937	23,247	24,000
Grand Openings/Ground Breakings	2,619	358	2,000	1,500
Hardware/Software Supplies/Exp	31,657	44,607	183,420	61,000
License & Fees	1,937	2,159	1,500	1,500
Management Fee	96,000	96,000	96,000	96,000
NPDES Compliance	112,178	68,305	130,000	130,000
NPDES - CAA	41,574	49,984	25,000	50,000
Public Information	3,967	1,527	9,100	9,100
Range Supplies	9,397	10,669	3,500	1,750

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

Description	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Amended	FY 19-20 Adopted
Safety & Security	12,864	18,053	19,505	15,770
Signing	282	18,458	865	360
Special Dept Supplies/Exp	38,195	67,343	41,002	20,893
Staff Services	6,756	6,816	9,500	8,250
Vandalism Repairs	671	2,157	6,860	6,960
Power Procurement	2,094,079	11,305,002	11,585,900	12,059,700
NEM True-UP Payments	2,146	72,461	100,000	85,000
Rate Stabilization	-	-	489,070	-
Required Mailings	34,671	36,898	45,000	35,000
Prior Period Adjustment	(521,279)	-	-	-
General Operating	6,004,924	15,575,300	16,537,985	16,137,957
CDBG	392,669	190,417	810,795	911,478
CHDO	409,891	93,807	835,072	629,279
Housing Administration	-	360,569	-	-
Down Payment Assistance	-	-	60,000	80,000
HOME Administration	-	16,340	16,340	34,302
Marketing	4,936	1,097	6,000	5,000
Neighborhood Stabilization Prog	-	234	200,000	271,000
Residential Rehab Loans	-	210,321	981,565	1,398,292
Sponsorships	2,950	12,000	9,000	7,500
Senior Home Repair	287,107	231,110	473,315	609,280
Trade Shows	18,997	14,040	28,000	28,000
Line of Credit Expenditures	-	-	180,000	-
Victorville CHDO Project 13/14	-	-	28,000	28,000
Tire Grant Park	-	140,210	-	-
Loan to 80% for ERAF	-	218,051	-	-
Community Development	1,116,550	1,488,194	3,628,087	4,002,131
Building Maintenance	142,642	146,522	189,071	151,700
Grounds Maintenance	276,313	262,073	190,180	126,243
PIO Events	74,285	96,702	42,800	73,930
Drainage Maint. & Repairs	150	-	15,000	500
Paving and Sealing - Engineering	69,904	171,206	-	40,000
Right-of-Way Maintenance	319,928	270,814	550,000	610,000
Sewer System Maintenance	99,824	87,170	150,000	120,000
Sewer Treatment	2,105,791	2,278,874	2,300,000	2,360,000
Signal & Lighting Maint	99,794	120,808	125,000	150,000
Signal & Lighting Maint - Engineering	4,991	109	10,000	-
Signing	30,733	20,048	45,000	45,000
Small Tools	9,902	10,893	18,650	12,295
Street Repairs	77,276	129,439	95,000	75,000
Street Repairs: Adopt a Street	2,583	-	3,000	3,000
Street Striping	14,996	30,413	70,000	70,000
Street Striping - Engineering	683	2,369	-	-
Street Sweeping	11,926	10,808	20,000	20,000
Transit Services	189	7,568	19,000	8,000
Public Works	2,848,670	3,140,519	3,420,650	3,513,795
Culture and Recreation	178,966	162,140	197,357	297,491

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

Description	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Amended	FY 19-20 Adopted
ACS	154,146	170,714	125,000	174,000
Audit	49,002	48,100	63,000	52,000
AVCO Disposal	5,861,649	6,009,539	5,916,844	6,201,240
Building & Safety Contractor	646,810	771,607	762,200	669,484
Cal-ID Systems	84,907	88,366	88,150	88,200
Contract Services	2,513,325	2,613,559	2,525,061	2,284,173
Acquisition	-	-	485,000	3,650,000
County Sheriff	12,916,977	13,154,255	13,986,796	14,675,635
County Solid Waste	1,505,327	1,534,806	1,536,845	1,578,000
Drugs/Vaccinations	41,083	38,050	38,000	38,000
Emergency Vet Service	16,461	4,515	3,250	3,250
Engineering Contractor	627,295	681,701	621,000	624,000
Filing Fees	-	2,381	1,000	14,000
Household Hazardous Waste	91,340	83,719	100,900	111,000
Legal	1,127,320	1,463,290	623,250	620,250
Acquisition	-	-	485,000	3,150,000
MRF Operations/Admin	125,813	196,078	250,000	250,000
Organic Recycling	14,567	-	13,000	34,600
Solid Waste JPA	30,882	47,659	50,000	50,000
Spay/Neuter Program	117,706	107,626	108,000	108,000
Stiles Removal/D & D Removal	12,804	12,804	13,680	13,680
PEG	2,296	83,368	122,000	122,000
Unfunded Loan Costs	19,535	19,882	168,314	59,421
Contract and Professional Services	25,959,243	27,132,018	28,086,290	34,570,933
Communications Equip	1,794	1,237	12,200	4,200
Equipment Maintenance	62,440	76,277	67,370	61,020
Equipment Rental	-	264	2,470	2,455
Gasoline, Diesel, Oil	294,711	316,123	415,100	356,050
Leased Equipment	172,450	163,110	198,300	161,900
Safety Equipment	4,130	5,119	9,475	7,775
Vehicle Maintenance	182,770	267,495	219,300	370,500
Vehicle Replacement	85	-	-	-
Vehicles & Equipment (non-capital)	718,380	829,625	924,215	963,900
Capital Equipment	38,524	484,488	217,083	69,500
AV Desert Water Reuse	-	38,737	1,409,187	3,032,979
AV RD at BV SE Corner Imp	-	-	-	390,000
AV Village Accessibility	-	35,536	463,000	-
AV Village SR18 Corridor Enhancement	-	-	87,000	-
AV Rd/Town Center Imp	190,211	77,612	-	-
AV Rd Rehab-BV to Town Center	-	-	-	-
AV Safe Routes to School	95,706	102,972	2,892,725	2,637,000
VR RD at Tuscola	-	-	-	-
Bear Valley Bike Path, Phase I	439,400	-	-	-
Bear Valley Bridge Rehab	190,818	419,819	600,000	600,000
Bear Valley rd/ Mohawk Signal	-	-	-	-
BV Intersection Improvements	-	-	50,000	1,050,000
Bear Valley Road Commercial Corridor	-	73,967	250,000	-
Bus Stop Imp BV to Central	24,849	241	240,000	-
Capital Projects	51,418	109,816	749,500	1,615,000
Corwin/Tao Signal Design	-	-	-	-

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

Description	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Amended	FY 19-20 Adopted
Change in Invest Joint Venture	-	67,561	67,561	-
Dale Evans Parkway@Waalew Road	56,828	15,315	25,000	25,000
Dale Evans Improvements	-		-	
Dry Wells	-		300,000	
High Desert Corridor	637	106	10,000	2,500
Hwy 18 Shoulder Widening	8,258	59,538	350,000	70,000
Hwy 18 AV Rd Imp	-		-	25,000
Hwy 18 Village Area Project	-		-	
Lafayette @ Dale Evans	-		1,230,333	265,000
Kiowa (Bear Valley & Tussing)	-		-	
Mojave Riverwalk South	987,566	113,949	-	
Land Acquisition	19,612	34	-	
Navajo Rd Rehab (BV to Hwy 18)	21,720	933,299	-	
NAVISP	-		965,274	965,274
PD - T/I 2014-2015	-		-	
Paving-PMS Priorities	60,630		3,837,974	2,307,998
Powhatan Road Street Imp	-		-	
Ramona Road Widening	588,273		-	
Rancherias Road Resurface	198		-	
Rio Vista Academy Sidewalk Imp	-		-	14,000
San Bag Congestion Mgmt Plan Cont	-		5,000	5,000
SR25 Rancho Verde Elementary	426,179		-	
Standing Rock @ Hwy 18	-		-	
Tao Road	3,854	5,480	-	
Town Wide Class II Bikeway	40,545	763,740	-	
Tuscola/Kasota Connection				45,000
Wika Road	-		200,000	130,000
Yucca Loma Bridge	509,136	304,094	200,000	200,000
Yucca Loma Elementary School	541,907	13,630	-	
Yucca Loma Road Widening	7,646,520	175,039	-	-
Capital Projects	11,904,263	3,310,487	13,932,554	13,379,751
Interfund Transfers	10,682,334	8,462,399	7,594,600	6,193,589
Depreciation and Amortization	1,826,624	1,896,402	1,865,000	1,857,379
Debt Service	5,127,473	12,302,973	5,138,918	5,439,447
Total Appropriations - All Funds	77,423,682	87,859,898	91,095,480	96,438,235

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.

DEBT SERVICE FUNDS

TOTAL APPROPRIATIONS - \$ 1,626,803

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

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

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

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

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

Debt Service Fund - 1999, 2001, 2007 COP's and AD 98-1 - Funds 4105-1500, 4106-1500, 4108-1500, & 8310-3520								
Code	Revenue Classification		Actual Revenue 2016-17	Actual Revenue 2017-18	Amended Budget 2018-19	Estimated Revenue 2018-19	% of Budget Received	Adopted Budget 2019-20
9610	Transfer from Other Funds							
	1999 COP's	4105-1500-4255-0000	52	712				
	1999 COP's	4105-1500-6999-1001	390,922	398,688	408,000	409,000	100.2%	415,000
	2007 Lease Revenue	4108-1500-6999-1001	883,156	252,796	-	-	0.0%	-
	2017 Site and Faciltiy Lease	4108-1500-6999-1001	-	-	958,335	958,335	0.0%	981,803
	2007 TH Rev Bond/2017 Refur	4108-0000-4126-0000	-	8,475,000	-	-	0.0%	-
	2007 TH Rev Bond/2017 Refur	4108-0000-4255-0000	-	3,283	-	-	0.0%	-
	98-1 Sewer Bonds	8310-3520-9610-5050	226,966	228,813	-	-	0.0%	-
	98-1 Sewer Bonds	8310-3520-6999-5050	-	-	-	225,000	0.0%	225,000
Total Revenues			1,501,096	9,359,292	1,366,335	1,592,335	116.5%	1,621,803
Code	Expenditure Classification		Actual Expense 2016-17	Actual Expense 2017-18	Amended Budget 2018-19	Estimated Expense 2018-19	% of Budget Expended	Adopted Budget 2019-20
	Debt Service							
9840	1999 COP's Principal	4105-1500-9840-0000	355,000	365,000	375,000	375,000	100.0%	385,000
9860	1999 COP's Interest	4105-1500-9860-0000	8,602	-	3,000	3,000	100.0%	5,000
8940	Debt Service Admin	4105-1500-8940-0000	27,320	33,688	30,000	30,000	100.0%	25,000
9840	2007 Lease Revenue Principal	4108-1500-9840-0000	515,000	7,465,000	-	-	0.0%	-
9860	2007 Lease Revenue Interest	4108-1500-9860-0000	365,406	255,533	-	-	0.0%	-
9840	2017 Site and Facility Lease Pr	4108-1500-9840-0000	-	-	720,000	720,000	0.0%	765,000
9860	2017 Site and Facility Lease Int	4108-1500-9860-0000	-	-	235,335	235,335	0.0%	213,803
8940	Debt Service Admin	4108-1500-8940-0000	2,750	2,913	3,000	3,000	0.0%	3,000
9820	Bond Issue Costs	4108-1500-9820-0000	-	104,467	3,000	-	0.0%	-
9999	Transfer Out - 1001	4108-1500-9999-1001	-	-	650,000	650,000	100.0%	-
9840	98-1 Sewer Bonds Principal	8310-3520-9840-0000	145,000	155,000	-	165,000	0.0%	175,000
9860	98-1 Sewer Bonds Interest	8310-3520-9860-0000	81,851	73,316	-	63,326	0.0%	55,000
Total Expenditures			1,500,929	8,454,917	2,019,335	2,244,661	111.2%	1,626,803

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

	2011	2012	2013	2014	2015	2016	2017
Assessed valuation	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%
Adjusted assessed valuation	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%
Debt limit	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	14,845,000	13,840,000	12,795,000	11,720,000	10,545,526	9,398,456	8,531,386
Legal debt margin	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	8.7%	8.2%	7.6%	6.8%	5.8%	4.9%	4.2%

Source: San Bernardino County Assessor's Office 2017/2018 Combined Tax Rolls

Town of Apple Valley

Master Staffing Plan FY 2019-2020

Job Classification	# of Positions Authorized	Position % of FTE	Authorized FTE's	Proposed FTE's	Salary Range
Department: Town Council					
Council Members	5.00	50%	2.50	2.50	NR
Total Council:	5.00		2.50	2.50	
Department: Town Manager					
Town Manager	1.00	90%	0.90	0.90	NR
Administrative Analyst I	1.00	100%	1.00	1.00	52
Executive Assistant	1.00	100%	1.00	1.00	52
Total Town Manager:	3.00		2.90	2.90	
Department: Finance					
Director of Finance	1.00	88%	0.88	0.88	NR
Finance Analyst	1.00	94%	0.94	0.94	65
Administrative Analyst II	1.00	47%	0.47	0.47	58
Administrative Analyst I	1.00	95%	0.95	0.95	52
Accountant II	1.00	91%	0.91	0.91	52
Account Clerk II	3.00	100%	3.00	3.00	36
Total Finance:	8.00		7.15	7.15	
Department: Town Clerk					
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	100%	1.00	1.00	37
Sr. Office Assistant	1.00	100%	1.00	1.00	32
Total Town Clerk:	4.00		3.95	3.95	
Department: Public Information					
Assist. Director of Econ Dev & Housing	1.00	15%	0.15	0.15	NR
Public Relations Specialist	2.00	100%	2.00	2.00	49
Administrative Secretary	1.00	25%	0.25	0.25	44
Total Public Information:	4.00		2.40	2.40	
Department: Human Resources					
Administrative Analyst II	1.00	47%	0.47	0.47	58
Administrative Analyst I	1.00	100%	1.00	1.00	52
Office Assistant	1.00	50%	0.50	0.50	26
Total Human Resources	3.00		1.97	1.97	
Department: Information Systems					
Information Systems Manager	1.00	100%	1.00	1.00	NR
Information Systems Specialist	0.00	100%	1.00	1.00	52
Information Systems Technician	1.00	100%	1.00	1.00	42
Total Information Systems	2.00		3.00	3.00	
Department: Economic Development					
Town Manager	1.00	10%	0.10	0.10	NR
Town Clerk	1.00	5%	0.05	0.05	NR
Assistant Director of Econ Dev & Housing	1.00	85%	0.85	0.85	NR
Director of Finance	1.00	12%	0.12	0.12	NR
Finance Analyst	1.00	6%	0.06	0.06	65
Administrative Analyst II	1.00	6%	0.06	0.06	58
Administrative Analyst I	1.00	2%	0.05	0.05	52
Accountant II	1.00	9%	0.09	0.09	52
Administrative Secretary	1.00	75%	0.75	0.75	44
Total Economic Development:	9.00		2.13	2.13	
Department: Community Dev. / Housing					
Assistant Town Manager	1.00	25%	0.25	0.25	NR
Housing Comm.Dev. Specialist II	1.00	50%	0.50	0.50	60
Executive Secretary	1.00	50%	0.50	0.50	50
Total Community Dev. / Housing:	3.00		1.25	1.25	

*Authorized but not funded

Town of Apple Valley

Master Staffing Plan FY 2019-2020					
Job Classification	# of Positions Authorized	Position % of FTE	Authorized FTE's	Proposed FTE's	Salary Range
Department: Community Dev. / Planning					
Assistant Town Manager	1.00	65%	0.65	0.65	NR
Assistant Director of Community Development	1.00	50%	0.50	0.50	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	50%	0.50	0.50	50
Program Assistant	1.00	0%	0.00	0.00	11
Commissioners	5.00	25%	1.25	1.25	NR
Total Community Dev. / Planning:	11.00		3.90	3.90	
Department: Code Enforcement					
Assistant Town Manager	1.00	5%	0.05	0.05	NR
Assistant Director of Community Development	1.00	25%	0.25	0.25	NR
Code Enforcement Manager	1.00	70%	0.70	0.70	NR
Code Enforcement Officer II	4.00	70%	2.80	2.80	48
Code Enforcement Officer I	1.00	70%	0.70	0.70	42
Code Enforcement Technician	1.00	70%	0.70	0.70	38
Total Code Enforcement:	9.00		5.20	5.20	
Department: Animal Services					
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
Total Animal Services /Shelter:	27.00		23.00	23.00	
Department: Police Department					
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
Total Police Department:	3.00		1.26	1.26	
Department: Apple Valley Choice Energy					
Administrative Analyst I	1.00	100%	1.00	1.00	52
Total Apple Valley Choice Energy:	1.00		1.00	1.00	
Department: Recreation / Golf Course					
Maintenance Supervisor	1.00	7%	0.07	0.07	56
Sr. Maintenance Worker	1.00	7%	0.07	0.07	41
Maintenance Worker II	1.00	7%	0.07	0.07	37
Maintenance Worker I	1.00	1%	0.01	0.01	27
Total Recreation / Golf Course:	4.00		0.22	0.22	
Department: Public Works / Grounds					
Public Works Supervisor	1.00	69%	0.69	0.69	56
Grounds Services Worker III	1.00	92%	0.92	0.92	33
Grounds Services Worker II	3.00	89%	2.67	2.67	29
Grounds Services Worker I	3.00	100%	3.00	3.00	25
Grounds Services Aide (PT)	8.00	49%	3.96	3.96	16
Total Public Works / Grounds:	16.00		11.24	11.24	

*Authorized but not funded

Town of Apple Valley

Master Staffing Plan FY 2019-2020					
Job Classification	# of Positions Authorized	Position % of FTE	Authorized FTE's	Proposed FTE's	Salary Range
Department: Public Works / Street Maintenance					
Public Works Manager	1.00	20%	0.20	0.20	67
Administrative Analyst II	1.00	50%	0.50	0.50	58
Public Works Supervisor	1.00	100%	1.00	1.00	56
Administrative Secretary	1.00	30%	0.30	0.30	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
Total Public Works / Street Maintenance:	10.00		7.00	7.00	
Department: Public Works / Wastewater					
Public Works Manager	1.00	80%	0.80	0.80	67
Comm & Housing Dev. Specialist II	1.00	50%	0.50	0.50	60
Administrative Analyst II	1.00	50%	0.50	0.50	58
Public Works Supervisor	1.00	25%	0.25	0.25	56
Administrative Secretary	1.00	30%	0.30	0.30	44
Senior Maintenance Worker	1.00	50%	0.50	0.50	41
Maintenance Worker II	1.00	100%	1.00	1.00	37
Maintenance Worker I	2.00	100%	2.00	2.00	33
Custodian	1.00	50%	0.50	0.50	27
Total Public Works / Wastewater:	10.00		6.35	6.35	
Department: Solid Waste / HHW					
Assistant Town Manager	1.00	5%	0.05	0.05	NR
Assistant Director of Community Dev.	1.00	25%	0.25	0.25	NR
Code Enforcement Manager	1.00	30%	0.30	0.30	NR
Code Enforcement Officer II	4.00	30%	1.20	1.20	NR
Administrative Secretary	1.00	40%	0.40	0.40	NR
Code Enforcement Officer I	1.00	30%	0.30	0.30	NR
Community Enhancement Officer	1.00	45%	0.45	0.45	40
Code Enforcement Technician	1.00	30%	0.30	0.30	38
Account Clerk II	1.00	100%	1.00	1.00	36
Hazardous Water Operator	3.00	14%	0.42	0.42	18
Total Solid Waste / HHW:	15.00		4.67	4.67	
Department: Facilities					
Parks & Recreation Manager	1.00	22%	0.22	0.22	NR
Public Works Supervisor	1.00	6%	0.06	0.06	56
Administrative Secretary	1.00	9%	0.09	0.09	44
Maintenance Supervisor	1.00	74%	0.74	0.74	56
Sr. Maintenance Worker	1.00	74%	0.74	0.74	41
Maintenance Worker II	1.00	57%	0.57	0.57	37
Maintenance Worker I	1.00	96%	0.96	0.96	33
Grounds Services Worker III	1.00	7%	0.07	0.07	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	1.00	100%	1.00	1.00	27
Custodian (PT)	2.00	59%	1.17	1.17	27
Custodial Aide (PT)	5.00	51%	2.56	2.56	21
Total Facilities:	18.00		8.53	8.53	

*Authorized but not funded

Town of Apple Valley

Master Staffing Plan FY 2019-2020					
Job Classification	# of Positions Authorized	Position % of FTE	Authorized FTE's	Proposed FTE's	Salary Range
Department: Recreation / Recreation					
Parks & Recreation Manager	1.00	78%	0.78	0.78	NR
Maintenance Supervisor	1.00	19%	0.19	0.19	56
Recreation Supervisor	2.00	100%	1.00	1.00	48
Administrative Secretary	1.00	91%	0.91	0.91	44
Sr. Maintenance Worker	1.00	19%	0.19	0.19	41
Recreation Coordinator	1.00	100%	1.00	1.00	40
Maintenance Worker II	1.00	36%	0.36	0.36	37
Sr Office Assistant	1.00	98%	0.98	0.98	32
Recreation Specialist	2.00	100%	2.00	2.00	30
Office Assistant	1.00	100%	1.00	1.00	26
Recreation Assistant	2.00	100%	2.00	2.00	24
Recreation Assistant (PT)	2.00	53%	1.06	1.06	24
Sr. Lifeguard (PT)	1.00	29%	0.28	0.28	23
Lifeguard (Various PT)	8.33	50%	4.16	4.16	21
Recreation Leader II (PT)	16.38	50%	8.19	8.19	21
Recreation Leader I (PT)	8.33	50%	4.16	4.16	18
Commissioner	5.00	25%	1.25	1.25	NR
Total Recreation / Recreation:	55.04		29.51	29.51	
Totals	219.04		129.13	129.13	

Town of Apple Valley

4 Year Personnel Summary

Job Classification	FY 16-17 Actual FTE	FY 17-18 Actual FTE	FY 18-19 Actual FTE	FY 19-20 Proposed FTE
Department: Council				
Council Member (PT)	2.50	2.50	2.50	2.50
Total Council:	2.50	2.50	2.50	2.50
Department: Town Manager				
Town Manager	0.94	0.94	0.90	0.90
Special Projects Manager	1.00	1.00	1.00	0.00
Administrative Analyst II	0.00	0.00	0.00	1.00
Executive Secretary	1.00	1.00	1.00	1.00
Total Town Manager:	2.94	2.94	2.90	2.90
Department: Finance				
Assistant Town Manager	0.90	0.90	0.00	0.00
Director of Finance	0.00	0.88	0.88	0.88
Assistant Director of Finance	0.88	0.00	0.00	0.00
Finance Manager	0.00	0.00	0.94	0.00
Finance Analyst	0.00	0.00	0.00	0.94
Senior Accountant	0.98	0.98	0.00	0.00
Administrative Analyst II	0.00	0.48	0.47	0.47
Administrative Analyst I	0.00	0.00	0.95	0.95
HR Payroll Coordinator	0.48	0.00	0.00	0.00
Executive Secretary	0.98	0.98	0.00	0.00
Accountant II	0.00	0.00	0.91	0.91
Accountant I	0.92	0.92	0.00	0.00
Account Clerk II	3.00	3.00	3.00	3.00
Total Finance:	8.14	8.14	7.15	7.15
Department: Town Clerk				
Town Clerk	0.96	0.96	0.95	0.95
Deputy Town Clerk	2.00	2.00	1.00	1.00
Records Technician	0.00	0.00	1.00	1.00
Sr. Office Assistant	0.00	0.00	1.00	1.00
Total Town Clerk:	2.96	2.96	3.95	3.95
Department: Public Information				
Assist Director of Econ Dev & Housing	0.00	0.00	0.00	0.15
Director of Communications	0.95	1.00	0.00	0.00
Public Relations Specialist	0.94	2.00	2.00	2.00
Event Coordinator	0.33	0.00	0.00	0.00
Event Coordinator-PT	0.00	0.01	0.00	0.00
Administrative Secretary	1.00	1.00	0.25	0.25
Total Public Information:	3.22	4.01	2.25	2.40
Department: Human Resources				
Assistant Town Manager	0.00	1.00	0.00	0.00
Director of Human Resources & Risk Mgmt	1.00	0.00	0.00	0.00
Human Resources Analyst	1.00	0.00	0.00	0.00
Administrative Analyst II	0.00	0.48	0.47	0.47
HR Payroll Coordinator	0.50	0.00	0.00	0.00
Administrative Analyst I	0.50	1.00	1.00	1.00
Human Resources Assistant	0.50	0.00	0.00	0.00
Office Assistant	0.00	0.00	0.00	0.50
Program Assistant	0.00	0.50	0.50	0.00
Total Human Resources	3.50	2.98	1.97	1.97
Department: Information Systems				
Information Systems Manager	0.00	0.00	1.00	1.00
Information Systems Supervisor	0.00	1.00	0.00	0.00
Information Systems Specialist	0.00	0.00	1.00	1.00
Information Systems Technician	0.00	1.00	1.00	1.00
Total Information Systems:	0.00	2.00	3.00	3.00

Town of Apple Valley

4 Year Personnel Summary

Job Classification	FY 16-17 Actual FTE	FY 17-18 Actual FTE	FY 18-19 Actual FTE	FY 19-20 Proposed FTE
Department: Economic Development				
Town Manager	0.06	0.06	0.10	0.10
Assistant Town Manager	0.10	0.10	0.00	0.00
Town Clerk	0.04	0.04	0.05	0.05
Assistant Director of Econ Dev & Housing	1.00	0.80	0.70	0.85
Director of Finance	0.00	0.12	0.12	0.12
Assistant Director of Finance	0.12	0.00	0.00	0.00
Finance Manager	0.00	0.02	0.00	0.00
Finance Analyst	0.00	0.00	0.00	0.06
Senior Accountant	0.02	0.00	0.00	0.00
Administrative Analyst II	0.00	0.02	0.06	0.06
Administrative Analyst I	0.00	0.00	0.05	0.05
HR Payroll Coordinator	0.02	0.00	0.00	0.00
Executive Secretary	0.02	0.02	0.00	0.00
Accountant II	0.00	0.00	0.09	0.09
Accountant I	0.08	0.08	0.00	0.00
Administrative Secretary	0.00	0.00	0.75	0.75
Total Economic Development:	1.46	1.26	1.92	2.13
Department: Emerg. Prepare / Risk Mgmt				
Emergency Services Officer	1.00	1.00	0.00	0.00
Senior Office Assistant (PT)	0.67	0.67	0.00	0.00
Total Emerg. Prepare / Risk Mgmt	1.67	1.67	0.00	0.00

Town of Apple Valley

4 Year Personnel Summary

Job Classification	FY 16-17 Actual FTE	FY 17-18 Actual FTE	FY 18-19 Actual FTE	FY 19-20 Proposed FTE
Department: Community Development / Planning				
Assistant Town Manager	0.80	0.50	0.90	0.65
Assist Director of Community Development	0.00	0.55	0.60	0.50
Principal Planner	1.00	0.00	0.00	0.00
Senior Planner	1.00	0.00	0.00	0.00
Associate Planner	1.00	1.00	1.00	1.00
Assistant Planner*	0.00	0.00	0.00	0.00
Executive Secretary	0.90	1.00	1.00	0.50
Program Assistant	0.00	0.00	0.00	0.00
Commissioners	1.25	1.25	1.25	1.25
Total Comm. Development / Planning:	5.95	4.30	4.75	3.90
Department: Community Development / Housing				
Assistant Town Manager	0.10	0.00	0.00	0.25
Assistant Director of Econ Dev & Housing	0.00	0.20	0.20	0.00
Housing and Comm. Dev. Specialist II	1.00	1.00	1.00	0.50
Housing and Comm. Dev. Specialist I	2.00	2.00	0.50	0.00
Housing and Comm. Dev. Specialist I (PT)	0.50	0.00	0.00	0.00
Executive Secretary	0.04	0.25	0.25	0.50
Total Comm. Dev. / Housing:	3.64	3.45	1.95	1.25
Department: Code Enforcement				
Assistant Town Manager	0.05	0.40	0.00	0.05
Assistant Director of Community Development	0.00	0.45	0.40	0.25
Code Enforcement Manager	0.00	0.00	1.00	0.70
Code Enforcement Supervisor	1.00	1.00	0.00	0.00
Code Enforcement Officer II	4.00	4.00	4.00	2.80
Code Enforcement Officer I	1.00	1.00	1.00	0.70
Code Enforcement Technician	1.00	1.00	0.00	0.70
Community Enhancement Officer (PT)	0.50	0.50	0.50	0.00
Code Enforcement Technician (PT)	0.00	0.00	0.50	0.00
Total Code Enforcement:	7.55	8.35	7.40	5.20
Department: Animal Services				
Director of Animal Services	1.00	1.00	1.00	1.00
Animal Services Manager	0.00	0.00	0.00	0.00
Animal Services Supervisor	1.00	2.00	2.00	2.00
Sr. Animal Control Officer	2.00	2.00	2.00	2.00
Administrative Secretary	0.75	0.00	0.00	0.00
Animal Services Officer II	1.00	2.00	2.00	2.00
Animal Services Officer I	1.00	0.00	0.00	0.00
Animal Health Assistant	1.00	1.00	1.00	1.00
Senior Animal Services Specialist	1.00	1.00	1.00	1.00
Animal Services Technician	5.00	5.00	6.00	6.00
Animal Services Assistant	4.00	4.00	3.00	3.00
Office Assistant	0.00	1.00	1.00	1.00
Animal Services Technician (PT)	0.00	0.00	0.00	0.00
Office Assistant (PT)	0.00	0.00	0.00	0.00
Animal Services Assistant (PT)	1.00	1.00	1.00	1.00
Program Assistant (PT)	2.00	3.00	3.00	3.00
Total Animal Services / Shelter:	20.75	23.00	23.00	23.00

Town of Apple Valley

4 Year Personnel Summary

Job Classification	FY 16-17 Actual FTE	FY 17-18 Actual FTE	FY 18-19 Actual FTE	FY 19-20 Proposed FTE
Department: Police Department				
Sr. Office Assistant (PT)	0.50	0.30	0.30	0.30
PAL Office Assistant (PT)	0.48	0.48	0.48	0.48
PAL Boxing Coach (PT)	0.48	0.48	0.48	0.48
Total Police Department	1.46	1.26	1.26	1.26
Department: Recreation / Maintenance				
Maintenance Supervisor	0.00	0.29	0.25	0.00
Sr. Maintenance Worker	0.28	0.00	0.00	0.00
Maintenance Worker II	0.31	0.31	0.26	0.00
Maintenance Worker I	0.49	0.00	0.00	0.00
Custodian	1.00	0.44	0.44	0.00
Custodian (PT)	0.40	0.44	0.44	0.00
Custodial Aide (PT)	0.00	0.36	0.36	0.00
Total Recreation / Maintenance:	2.48	1.84	1.75	0.00
Department: Recreation / Recreation				
Assistant Town Manager	0.05	0.10	0.00	0.00
Parks & Recreation Manager	0.78	0.78	0.78	0.78
Marketing and Public Affairs Officer	0.05	0.00	0.00	0.00
Executive Secretary	0.03	0.00	0.00	0.00
Public Relations Specialist	0.06	0.00	0.00	0.00
Maintenance Supervisor	0.00	0.19	0.19	0.19
Recreation Supervisor	2.00	2.00	1.00	1.00
Event Coordinator	0.67	0.00	0.00	0.00
Administrative Secretary	0.91	0.91	0.91	0.91
Sr. Maintenance Worker	0.20	0.00	0.00	0.19
Maintenance Worker II	0.37	0.36	0.36	0.36
Maintenance Worker I	0.03	0.00	0.00	0.00
Recreation Coordinator	0.00	0.00	0.00	1.00
Custodian	0.00	0.03	0.00	0.00
Recreation Assistant	2.00	2.00	2.00	2.00
Sr. Office Assistant	1.00	0.98	0.98	0.98
Recreation Specialist	0.00	0.00	3.00	2.00
Office Assistant	1.00	1.00	1.00	1.00
Recreation Coordinator (PT)	0.63	0.65	0.00	0.00
Event Assistant (PT)	1.00	1.00	0.00	0.00
Recreation Assistant (PT)	1.17	0.56	0.57	1.06
Senior Lifeguard (PT)	0.29	0.29	0.29	0.28
Lifeguard (Various PT)	4.38	4.35	3.70	4.16
Recreation Leader II (PT)	3.47	3.22	4.45	8.19
Recreation Leader I (PT)	6.59	5.92	5.82	4.16
Commissioner	1.25	1.25	1.25	1.25
Total Recreation / Recreation:	27.93	25.59	26.30	29.51
Department: Public Services / Administration				
Public Services Manager	0.50	0.25	0.00	0.00
Administrative Analyst II	1.00	1.00	0.00	0.00
Administrative Secretary	0.00	1.00	0.00	0.00
Senior Office Assistant	1.00	0.00	0.00	0.00
Total Public Services / Administration:	2.50	2.25	0.00	0.00
Department: Public Works / Street Maintenance				
Director of Public Works	0.33	0.33	0.00	0.00
Public Works Manager	0.34	0.34	0.20	0.20
Administrative Analyst II	0.00	0.00	0.50	0.50
Public Works Supervisor	0.50	0.50	1.00	1.00
Senior Maintenance Worker	0.50	0.50	0.50	0.50
Maintenance Worker II	2.00	2.00	2.00	2.00
Maintenance Worker I	2.00	2.00	2.00	2.00
Administrative Secretary	0.00	0.00	0.20	0.30
Custodian	0.00	0.00	0.50	0.50
Total Public Works / Street Maint.:	5.67	5.67	6.90	7.00

*Authorized but not funded

Town of Apple Valley

4 Year Personnel Summary

Job Classification	FY 16-17 Actual FTE	FY 17-18 Actual FTE	FY 18-19 Actual FTE	FY 19-20 Proposed FTE
Department: Public Works / Wastewater				
Director of Public Works	0.34	0.34	0.00	0.00
Public Works Manager	0.33	0.33	0.80	0.80
Administrative Analyst II	0.00	0.00	0.50	0.50
Public Works Supervisor	1.00	1.00	0.25	0.25
Housing & Comm Dev. Specialist II	0.00	0.00	0.00	0.50
Housing & Comm Dev. Specialist I	0.00	0.00	0.50	0.00
Senior Maintenance Worker	0.50	0.50	0.50	0.50
Maintenance Worker II	2.00	2.00	2.00	1.00
Maintenance Worker I	1.00	1.00	1.00	2.00
Administrative Secretary	0.00	0.00	0.20	0.30
Custodian	0.00	0.00	0.50	0.50
Total Public Works / Wastewater:	5.17	5.17	6.25	6.35
Department: Public Works / Grounds				
Director of Public Works	0.33	0.33	0.33	0.00
Public Works Manager	0.33	0.33	0.00	0.00
Public Works Supervisor	0.46	0.46	0.46	0.69
Grounds Services Worker III	0.92	0.92	0.92	0.92
Grounds Services Worker II	2.75	2.67	2.67	2.67
Grounds Services Worker I	2.00	3.00	3.00	3.00
Grounds Services Aide (PT)	1.58	2.57	2.77	3.96
Total Public Works / Grounds:	8.37	10.28	10.15	11.24
Department: Solid Waste / HHW				
Assistant Town Manager	0.00	0.00	0.00	0.05
Assistant Director of Energy & Environ Serv	0.00	0.25	0.00	0.00
Assistant Director of Community Development	0.00	0.00	0.00	0.25
Public Services Manager	0.00	0.00	0.00	0.00
Code Enforcement Manager	0.00	0.00	0.00	0.30
Code Enforcement Officer II	0.00	0.00	0.00	1.20
Code Enforcement Officer I	0.00	0.00	0.00	0.30
Account Clerk II	1.00	1.00	1.00	1.00
Code Enforcement Technician	0.00	0.00	0.00	0.30
Administrative Secretary	0.00	0.50	0.30	0.40
Community Enhancement Officer (PT)	0.00	0.00	0.00	0.45
Household Hazardous Waste Operator (PT)	0.56	0.56	0.42	0.42
Total Solid Waste / HHW:	1.56	2.31	1.72	4.67
Department: Facilities				
Parks & Recreation Manager	0.22	0.22	0.22	0.22
Public Works Supervisor	0.04	0.04	0.04	0.06
Administrative Secretary	0.09	0.09	0.09	0.09
Maintenance Supervisor	0.00	0.49	0.49	0.74
Senior Maintenance Worker	0.50	0.00	0.00	0.74
Maintenance Worker II	0.30	0.31	0.31	0.57
Maintenance Worker I	0.47	0.52	0.00	0.96
Sr Office Assistant	0.00	0.02	0.02	0.02
Grounds Services Worker III	0.08	0.08	0.08	0.07
Grounds Services Worker II	0.25	0.33	0.33	0.33
Custodian	1.00	1.53	1.53	1.00
Custodian (PT)	0.97	0.87	0.87	1.17
Custodial Aide (PT)	2.26	2.30	2.39	2.56
Grounds Services Aide (PT)	0.51	1.38	1.61	0.00
Total Facilities:	6.69	8.18	7.98	8.53
Department: Recreation / Golf Course				
Maintenance Supervisor	0.00	0.02	0.07	0.07
Senior Maintenance Worker	0.02	0.00	0.00	0.07
Maintenance Worker II	0.02	0.02	0.07	0.07
Maintenance Worker I	0.01	0.00	0.00	0.01
Custodian	0.01	0.01	0.01	0.00
Total Recreation / Golf Course:	0.06	0.05	0.15	0.22
Department: Apple Valley Choice Energy				

*Authorized but not funded

Town of Apple Valley

4 Year Personnel Summary

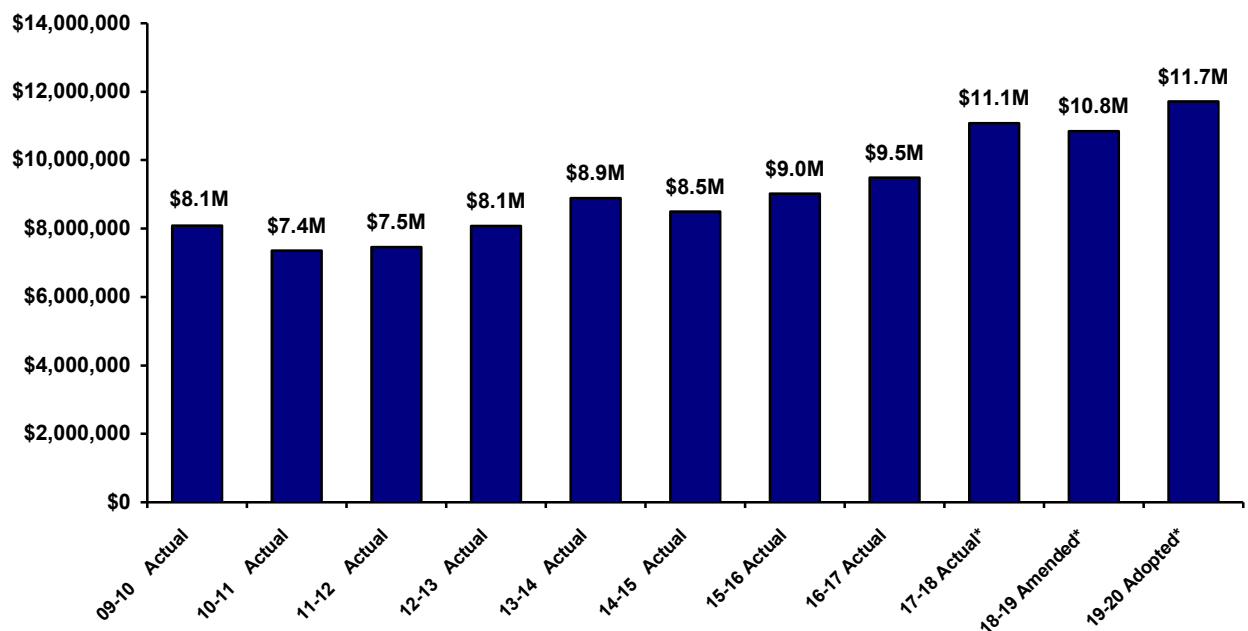
Job Classification	FY 16-17 Actual FTE	FY 17-18 Actual FTE	FY 18-19 Actual FTE	FY 19-20 Proposed FTE
Assistant Director of Energy & Environ Serv	0.00	0.75	0.00	0.00
Administrative Analyst II	0.00	1.00	1.00	1.00
Sr. Office Assistant	0.00	0.30	0.00	0.00
Total Apple Valley Choice Energy:	0.00	1.30	1.00	1.00
Totals	126.17	129.46	123.20	129.13

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 FY2019/20. This is equal to the 2 percent that is usually used to index assessed values under the acquisition values assessment and about .8% less than the inflation factor of 2.8% for FY2019/20. 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 FY19-20 when Prop. 8 recoveries are included.

For FY 19-20, estimated revenue from Property Taxes is \$11.7 million, which represents 33.07% of the total General Fund revenue including transfers in. This estimate is an increase of \$877,500 or 7.49% over the revised revenue estimate in FY 18-19 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).



*Includes Property Tax from Parks & Recreation. Prior years did not.

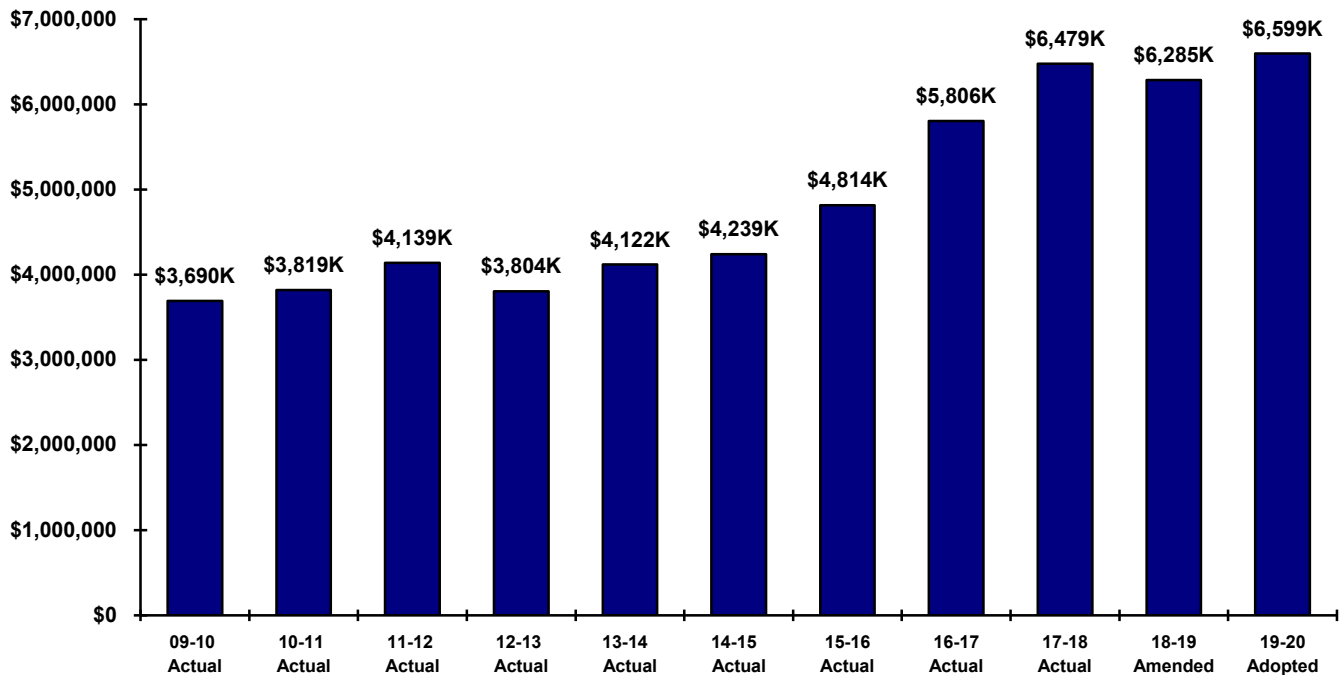
SALES & USE TAX

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

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

Sales & Use Tax represents a significant revenue source for Apple Valley and is estimated at \$6.6 million or 18.62% of the total General Fund revenues estimated for FY 19-20 including transfers in. This amount represents an increase of \$314,000 from the revised estimate in the FY 18-19 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.



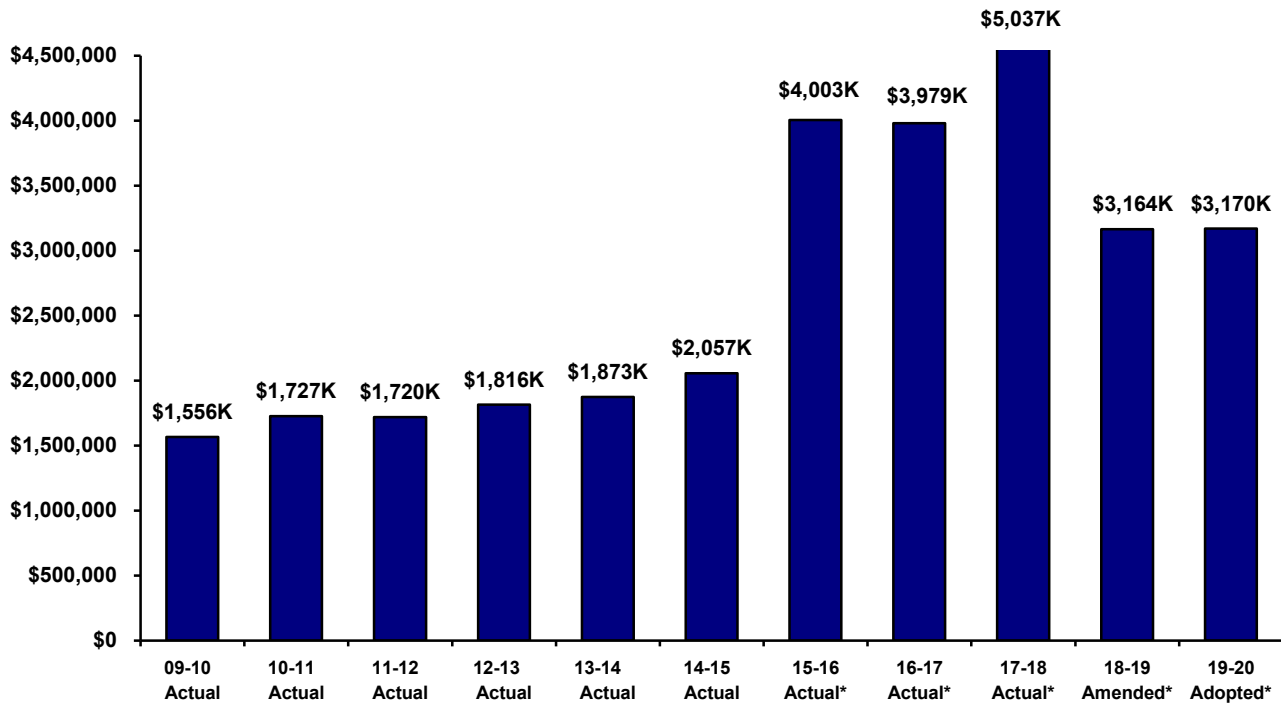
FRANCHISE FEES

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 19-20, estimated revenue from all Franchise Fees amounted to \$3.2 million, which represents 8.94% of the total General Fund revenue including transfers in. This total amounts to an increase of \$6,050 from the revised prior fiscal year revenue.

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 19-20, estimated revenue for PEG fee is \$122,000, which represents .34% of the total General Fund revenues.



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

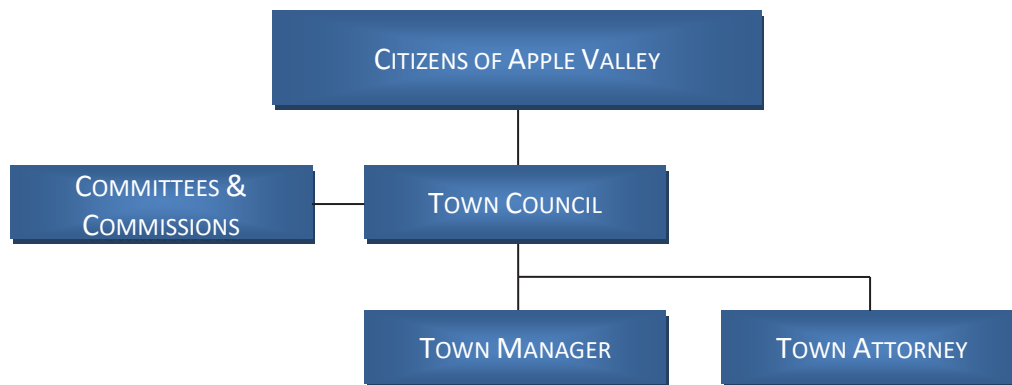
GENERAL FUND REVENUE 1001						
Code	Revenue Classification	Actual Revenue 2016-17	Actual Revenue 2017-18	Amended Budget 2018-19	Estimated Revenue 2018-19	Adopted Budget 2019-20
	LOCAL TAXES					
4020	Property Tax	2,697,531	2,806,887	2,951,000	2,951,000	3,346,000
4020-5	Property Tax - Parks & Recreation	1,739,940	1,820,206	1,640,000	1,640,000	1,889,500
4030	Property Tax (VLF Backfill)	6,095,614	6,455,212	6,252,500	6,252,500	6,485,500
4055	Sales & Use Tax	5,806,008	6,479,162	6,284,500	6,284,500	6,598,500
4070	VVEDA Loan Reimbursement	2,196	2,268	-	-	-
4085	Franchise Taxes	1,973,977	2,038,598	2,119,000	2,119,000	2,119,000
4095	Transient Occupancy Tax	5,196	9,008	7,700	7,700	12,200
4096	PEG Fees	170,131	152,308	122,000	122,000	122,000
4110	Motor Vehicle In-Lieu	33,445	-	-	-	-
4134	Tax increment/Pass through	442,593	580,907	400,000	400,000	380,000
4142	Business License Fees	174,154	183,114	170,000	170,000	170,000
4142-5	CASp-SB1186	1,733	5,451	-	-	9,000
6999	Transfer In - 5510 Franchise Fee	2,005,553	2,998,041	1,044,900	1,044,900	1,050,950
4176	Property Transfer Tax	252,507	307,264	218,420	178,570	195,000
	Subtotal - Local Taxes	21,400,578	23,838,426	21,210,020	21,170,170	22,377,650
	FINES & FEES & PUBLIC SAFETY CONTRIBUTIONS					
4355	Police Fines & Forfeitures	70,481	48,383	75,000	40,086	40,000
4365	Police Reports & Charges	18,185	18,622	15,000	9,668	11,000
4377	Tow Release	35,400	32,250	40,700	29,322	30,000
6927	Police Grants	157,057	160,890	125,000	175,000	170,000
	Subtotal - Fines & Fees	281,123	260,145	255,700	254,076	251,000
	PUBLIC SERVICES					
4145	Debris Recycling	-	17,500	4,500	5,400	6,500
4160	Microfilming	6,257	5,923	5,760	5,170	5,375
4167	Subordination Fee	4,750	7,000	3,250	4,500	4,000
4410	Animal Control Citation Fines	40,956	59,310	45,000	37,772	45,000
4420	Animal Control Permits	12,144	8,681	9,000	11,696	5,000
4430	Animal Licenses	226,374	248,381	250,000	209,787	250,000
4430-5	Animal Licenses - County	40,563	44,297	30,500	42,598	-
4435	Animal Services Shelter Contract	98,692	(33,819)	-	-	-
4435-5	Animal Services Sheltering - County	373,498	416,922	487,120	295,977	501,347
4440	Field P/U Apprehension	6,676	7,803	6,500	6,174	6,500
4450	Field P/U Release	15,350	14,488	14,000	16,564	14,000
4450-5	Field P/U Release - County	11,822	12,055	9,000	11,695	-
4460	Impound Boarding Fees	35,090	27,711	25,000	28,494	25,000
4460-5	Impound Boarding Fees - County	5,316	4,505	-	7,760	-
4465	Lien Fees	1,095	2,198	3,000	4,381	1,000
4470	Miscellaneous AC	44,178	44,580	50,000	40,700	50,000
4470-5	Miscellaneous - County	271	461	-	571	-
4480	Owner Turn in @ Shelter	11,517	17,076	19,400	12,402	19,400
4480-5	Owner Turn in @ Shelter - County	13,745	10,660	-	11,352	-
4490	Pet Adoptions	102,094	96,786	96,000	89,674	96,000
4500	Quarantine Fees	3,095	3,615	2,700	3,432	2,700
4510	Rabies Vaccination	14,011	13,288	15,000	13,055	15,000
4520	Shelter Donations	45	241	-	41	-
4530	Over/Short	-	24	-	7	-
4540	Spay and Neuter Deposit	4,925	3,497	4,600	2,160	4,600
4550	State Mandated Fees AC	7,804	6,900	7,500	7,344	7,500
5580	Short/Over Recreation	36	(77)	-	81	-
6050	Code Enforcement Fines	278,298	181,822	160,000	130,496	145,500
6070	Property Maint Inspections	207,695	254,193	252,000	225,834	252,000
6816	Grants (1001 & 2510)	-	-	49,800	-	140,000
6168	Right-of-Way Permits	81,986	88,551	70,000	107,964	108,000
	Total - Public Services	1,648,283	1,564,571	1,619,630	1,333,081	1,704,422

GENERAL FUND REVENUE 1001						
Code	Revenue Classification	Actual Revenue 2016-17	Actual Revenue 2017-18	Amended Budget 2018-19	Estimated Revenue 2018-19	Adopted Budget 2019-20
	BUILDING AND SAFETY					
6108	Building Permits	680,609	597,522	580,320	401,327	401,300
6110	Cer of Compliance	1,380	-	1,800	3,254	3,300
6111	COO Fees	13,984	20,591	13,000	17,880	17,900
6120	Electrical	156,632	153,160	180,620	125,454	125,500
6122	Extension Request	22,487	25,299	-	-	-
6130	Grading	16,378	26,039	14,090	18,343	18,300
6134	Inspections (Other)	21,464	31,511	33,800	26,218	26,200
6138	Landscape Review	465	621	-	763	800
6148	Mechanical	45,808	46,985	56,020	48,635	48,600
6152	Misc Revenue - Building & Safety	146,618	126,735	205,100	134,674	134,700
6158	Plan Check	199,325	242,938	264,590	246,009	246,000
6162	Plumbing	45,407	50,225	50,770	36,724	36,700
6169	SB 1473	388	440	-	893	900
6174	SMI Tax	336	722	-	1,371	1,400
	Total - Building & Safety	1,351,279	1,322,788	1,400,110	1,061,545	1,061,600
	PLANNING AND ZONING					
6104	Appeals	738	495	500	533	500
6112	Copies and Reproduction	617	812	630	653	700
6118	Development Permit	13,045	30,661	65,120	26,212	26,200
6128	General Plan Amendment	-	(3,202)	-	-	-
6132	Home Occupation Permit	10,699	10,235	10,680	8,627	8,600
6142	Lot Line Adjustment	-	636	-	34	-
6144	Lot Merger	-	-	-	1,613	1,600
6150	Minor Sub-divisions	155	-	-	-	-
6156	Miscellaneous Revenue - Planning	3,638	2,181	3,040	3,763	3,800
6165	Open Space	302	18	-	167	200
6170	Sign Permit	3,561	3,854	5,700	6,254	6,300
6172	Site Plan Review	106,697	88,509	49,000	68,890	68,900
6176	Special Events	4,711	1,352	12,600	956	1,000
6178	Specific Plan	6,182	-	3,650	-	-
6180	Tentative Parcel Map	7,646	24,957	30,130	11,153	11,200
6182	Tentative Tract Map	145	4,707	36,290	30,795	30,800
6192	Use Permit	38,856	53,646	66,890	28,621	30,000
6195	Variance (Deviations)	4,584	6,164	5,110	4,787	4,800
6197	Zone Change	18,419	-	-	-	-
	Total - Planning Fees	219,995	225,024	289,340	193,056	194,600
	ENGINEERING					
6154	Miscellaneous -Engineering	-	10	300	300	150
6160	Plan Check	41,877	57,957	86,000	87,000	58,000
6188	Transportation Permits	19,067	31,054	365,720	365,720	32,000
	Total - Engineering	60,944	89,022	452,020	453,020	90,150
	Sub Total - Community Development	1,632,218	1,636,834	2,141,470	1,707,622	1,346,350
	PARKS & RECREATION - PROGRAMS -6670					
5020	Adult Basketball	7,340	8,538	8,400	6,181	7,300
5035	Adult Kickball	625	-	-	-	-
5050	Open Gym	9,734	15,049	14,700	12,698	13,000
5060	Softball	7,400	7,045	7,000	6,005	6,390
5090	Volleyball	101	5,220	-	-	-
5210	After School Program	256,161	301,564	303,000	360,004	342,000
5255	Day Camp	47,341	49,970	44,000	47,288	45,500
5305	Academic Tots	20,599	12,154	14,500	(288)	-
5315	Archery	2,822	855	-	-	-
5320	Arts & Crafts	35,210	31,908	25,000	11,030	20,000
5325	Ballet & Tap	8,925	12,721	9,250	13,976	14,000
5330	Baton Twirling	4,377	2,905	2,100	3,197	3,250

GENERAL FUND REVENUE 1001						
Code	Revenue Classification	Actual Revenue 2016-17	Actual Revenue 2017-18	Amended Budget 2018-19	Estimated Revenue 2018-19	Adopted Budget 2019-20
5335	Belly Dancing	1,254	475	500	-	-
5345	Cheer-Tumbling	8,330	9,730	8,000	8,346	8,300
5355	CPR & First Aid	1,474	878	3,000	426	-
5360	Dog Obedience	464	768	600	480	-
5365	Drivers Ed	595	956	600	1,060	1,100
5375	Golf Lessons	1,540	152	500	-	-
5380	Guitar Lessons	3,408	3,179	3,000	3,766	3,900
5390	Hip Hop Dance	99	-	-	-	-
5405	Low Impact Aerobics	6,115	2,620	5,500	1,582	3,600
5415	Parent & Tot	(549)	2,435	5,000	7,290	8,000
5465	Summer Camps	9,552	3,959	3,575	5,245	3,000
5475	Tae Kwon Do	21,272	16,210	18,000	13,892	13,820
5480	Tai Chi	10,531	9,431	10,000	7,748	7,800
5485	Tennis	7,774	5,255	8,000	1,951	1,340
5491	Workshops and Clinics	20	452	-	-	-
5498	Yoga	8,491	9,774	16,400	9,782	9,200
5510	Community Yard Sales	2,475	3,094	2,000	2,650	3,400
5515	Craft Fairs	2,420	2,780	1,750	2,060	3,080
5525	Freedom Festival	5,675	7,062	5,500	7,295	8,550
5535	Concerts in the Park	5,419	5,170	4,750	3,525	2,625
5538	PBID Marketing	-	9,331	-	2,706	-
5540	Sponsorship Revenue	8,915	(383)	-	-	-
5580	Short/Over Recreation	(29)	156	-	-	-
5605	AV Idol	10	-	-	-	-
5610	AV Most Talented Kid	322	186	210	101	210
5620	Bunny Run	3,995	4,268	3,600	3,600	3,875
5627	Cross Country Meet	333	165	265	-	-
5635	Firecracker Run	3,118	3,159	3,325	3,278	3,875
5644	Healthy Apple Valley	64	497	1,000	272	-
5665	Special Apples	1,903	468	800	469	-
5670	Teen Events	64	222	500	1,145	-
5672	Tour de Apple Valley	5	-	-	-	-
5680	Turkey 5K Run	4,300	3,665	3,825	2,740	3,875
5690	Teen Zone	259	246	400	207	-
5691	Toddler Olympics	300	295	600	260	450
5700	Rentals	90,793	110,798	95,000	104,870	105,000
5710	Lights	38,353	36,104	18,500	30,008	35,000
5720	Parking Fee	11,555	30,361	17,500	15,921	19,500
5805	User Group Disposal Fees	11,655	(6,060)	2,850	2,917	3,000
5810	Rents	22,874	39,327	27,500	27,500	27,500
5855	Adventures in PW Sports	3,053	3,214	3,000	2,314	3,640
5862	Coed Volleyball	5,779	731	6,000	5,591	6,500
5863	Cooking- Kitchen Smarts	112	-	-	-	-
5865	Father Son Basketball Tournament	265	(140)	200	-	-
5870	Winter Pee Wee/Hot Shots Basketball	7,644	7,819	4,320	4,352	5,500
5872	Peewee Soccer	2,026	-	-	-	-
5874	Summer Peewee/Hotshots Basketball	-	-	3,360	3,500	3,750
5875	Summer Youth Basketball	9,794	10,165	9,600	10,200	11,300
5885	T-Ball	-	-	-	-	-
5890	Youth Basketball	20,636	18,453	19,800	20,641	21,000
5895	Youth Track Meet	-	-	100	-	50
5901	Admin Fee	-	7,077	-	10,165	8,000
5902	SCMAF fee	-	3,442	-	3,483	3,000
Sub Total - Parks & Rec - Programs		745,094	815,875	746,880	793,429	794,180

GENERAL FUND REVENUE 1001						
Code	Revenue Classification	Actual Revenue 2016-17	Actual Revenue 2017-18	Amended Budget 2018-19	Estimated Revenue 2018-19	Adopted Budget 2019-20
	PARKS & RECREATION - AQUATICS -6640					
5120	Apple Valley Swim Club	11,584	7,474	8,000	9,226	10,125
5125	Concession Sales - Pool	5,855	5,586	5,500	5,281	5,500
5140	Evening Lap Swim	1,301	1,738	900	1,365	1,200
5145	Evening Rec Swim	10,526	3,471	10,080	-	10,000
5150	Guard Start	902	1,152	1,040	1,200	3,000
5155	Lifeguard Training	3,640	4,733	5,600	5,825	5,600
5160	Morning Lap Swim	15,514	12,807	15,375	12,439	13,000
5165	Open Diver Water Course	970	2,423	-	861	-
5170	Open Rec Swim	38,814	45,086	39,940	56,244	46,000
5175	Pool Rentals	57,194	58,642	56,000	81,076	79,000
5180	Pool Special Events	6,990	7,609	7,325	7,427	7,250
5185	Splash Dance	3,946	-	-	-	-
5190	Swim Lessons	76,657	60,908	68,800	60,690	68,000
5195	Water Aerobics	8,679	13,261	12,350	12,967	11,600
5197	Water Polo	149	-	-	-	-
5580	Short/Over Recreation	(56)	(18)	-	(56)	-
	Sub Total - Parks & Rec - Aquatics	242,666	224,872	230,910	254,545	260,275
	Sub Total - Parks & Recreation	987,759	1,040,747	977,790	1,047,974	1,054,455
	OTHER REVENUES					
4148	Donations	-	-	-	-	-
4165	Miscellaneous Penalties or Fines	1,046	672	700	936	900
4168	Notary Fees	110	80	200	12	-
4170	Other Revenue Sources	170,698	70,964	9,500	11,075	10,000
4600	Line of Credit	-	-	3,000,000	3,000,000	5,000,000
4141	Advertising Revenue	13,035	1,707	5,000	6,327	5,300
4172	Passport Fees	42,150	43,520	27,000	36,330	37,450
4181	Refunds, Reimbursements	162,204	210,432	8,500	10,517	43,500
4183-7500	SCE Incentive Payments	10,714	-	-	-	-
4184	Short/Over	(45)	627	-	-	-
4185	State Mandated Reimbursements	26,119	22,392	3,000	-	-
4255	Interest Earnings	31,621	239,129	50,000	117,354	180,000
4275	Bus Passes	-	-	-	1,250	5,000
4352	Booking Fees	-	-	200	-	-
4370	Restitution	2,056	2,370	1,000	1,416	1,400
5570	Misc Recreation Revenue	518	(7,270)	1,000	1,000	1,000
5700	Rentals	17,493	12,533	12,000	4,790	4,800
5700	Rentals - Parks	105,323	78,814	87,726	87,726	87,726
6808	Emergency Preparedness Grants	21,487	16,984	40,267	27,235	27,200
6996	Town Store Sales	600	431	400	672	700
6999	Transfer In - 4108	-	-	650,000	650,000	-
6999	Administrative Overhead 5810	275,625	946,300	900,000	900,000	946,500
6999	Administrative Overhead 2010	1,102,006	817,600	817,600	817,600	817,600
6999	Administrative Overhead 2510	448,842	-	-	-	-
6999	Administrative Overhead 5010	748,409	748,400	748,400	748,400	748,400
6999	Administrative Overhead 5510	789,489	789,400	789,400	789,400	789,400
6999	Transfer in - General Fund	913,773	691,181	303,965	303,965	-
	Subtotal - Other Revenues	4,883,271	4,686,266	7,455,858	7,516,005	8,706,876
	Total Revenue - General	30,833,233	33,026,988	33,660,468	33,028,928	35,440,753

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.

2018-19 HIGHLIGHTS

- Celebrated the Town of Apple Valley's 30th Anniversary.
- 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 fifth 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.

2019-20 GOALS AND OBJECTIVES

The Town Council's Goals are reflected in its Vision 2020 strategic planning document adopted in 2012.

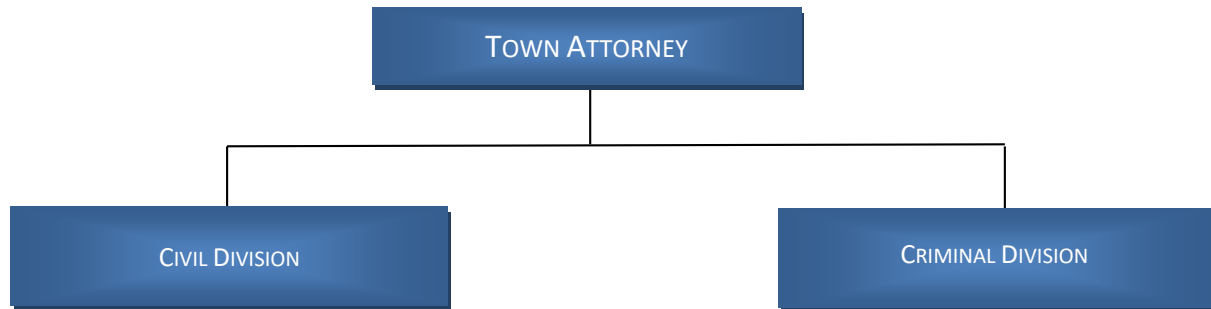
1. A safe community
2. Adequate and well-maintained infrastructure
3. A thriving economy
4. A strong transportation system
5. Ample parkland and diverse recreational opportunities
6. Highest quality staff
7. Develop meaningful public/private partnerships
8. Exploration of options for departments to provide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

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



COUNCIL 1001-1010						
Code	Expenditure Classification	Actual Expense 2016-17	Actual Expense 2017-18	Amended Budget 2018-19	Estimated Expense 2018-19	% of Budget Expended Adopted Budget 2019-20
Personnel Services						
7020	Wages, Part-time	48,754	48,679	48,660	49,471	101.7%
7110	Cafeteria Benefits	38,605	41,991	38,199	39,279	102.8%
7150	Medicare	1,181	1,198	1,201	1,139	94.8%
7160	PERS	6,296	11,544	8,938	9,090	101.7%
7165	Auto Allowance	32,846	34,214	34,200	34,775	101.7%
	Total Personnel	127,683	137,627	131,198	133,754	101.9%
Operations & Maintenance						
7241	Meetings & Conferences	46,942	43,729	33,000	33,000	100.0%
7247	Membership & dues	250	250	500	500	100.0%
7253	Mileage Exp/Allowance	-	-	2,000	2,000	0.0%
7259	Miscellaneous Costs	-	-	-	-	0.0%
7265	Office Supplies	262	5	1,500	1,500	100.0%
7277	Printing	4,279	6,234	5,000	5,000	100.0%
7295	Utilities: Phones	907	1,025	1,500	1,500	100.0%
7330	Hardware/Software Supplies/Exp	500	-	-	-	0.0%
8940	Contracted Services	65,500	87,936	60,600	60,600	100.0%
	Total Operations & Maint.	118,641	139,180	104,100	104,100	100.0%
	Department Total	246,323	276,807	235,298	237,854	101.1%
Personnel Schedule		Actual 2016-17	Actual 2017-18	Actual 2018-19	Adopted 2019-20	
Part Time:						
Mayor & Town Council		2.50	2.50	2.50	2.50	
Total FTE's:		2.50	2.50	2.50	2.50	

TOWN ATTORNEY



PROGRAM DESCRIPTION

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

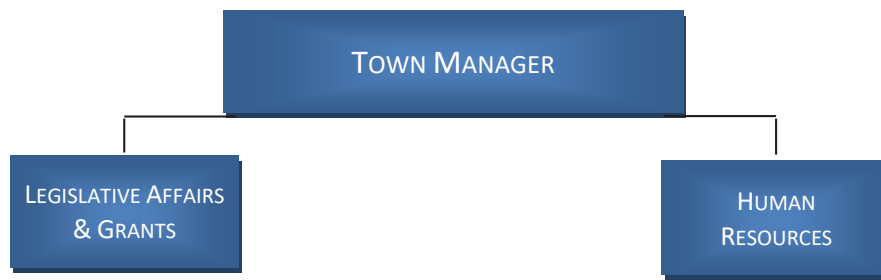
The **Criminal Division** prosecutes misdemeanors and violations of the Town’s Municipal Code. The Criminal Division works in conjunction with the Police department, County Prosecutor’s Office, San Bernardino County Superior Court, and other state and local agencies to develop programs to help reduce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

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



TOWN ATTORNEY 1001-1020							
Code	Expenditure Classification	Actual Expense 2016-17	Actual Expense 2017-18	Amended Budget 2018-19	Estimated Expense 2018-19	% of Budget Expended	Adopted Budget 2019-20
8972	Legal Services - General	47,055	21,308	-	-		-
8972-0402	Best, Best & Krieger	1,067,312	1,436,562	620,000	620,000	100.0%	620,000
	Total Operations & Maintenance	1,114,367	1,457,870	620,000	620,000	100.0%	620,000
	Department Total	1,114,367	1,457,870	620,000	620,000	100.0%	620,000

TOWN MANAGER



PROGRAM DESCRIPTION

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

2018-19 HIGHLIGHTS

- Maintained current fiscal year budget expenditures despite a rise in costs.
- Commenced the submission of several State and Federal competitive grant applications resulting in over \$5,014,074 in grant awards.
- 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.
- Organized Customer Service Training and developed a Credo.
- Coordinated a Town Manager's Town Hall Community Development Workshop to seek feedback on Town's Planning and Development Codes to be more business friendly.
- Completed the North Apple Valley annexation for future retail development.

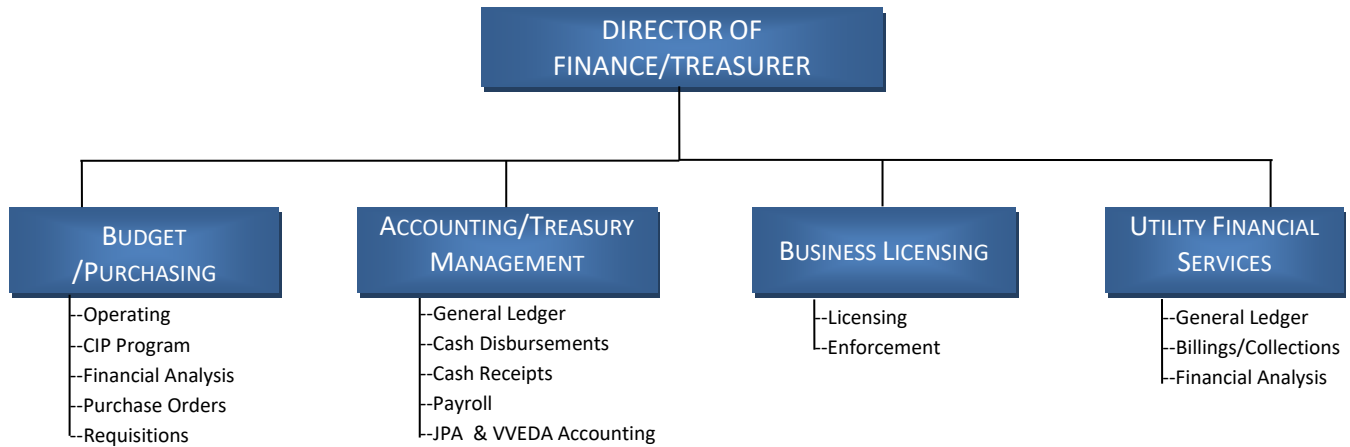
2019-20 GOALS AND OBJECTIVES

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



TOWN MANAGER 1001-1030						
Code	Expenditure Classification	Actual Expense 2016-17	Actual Expense 2017-18	Amended Budget 2018-19	Estimated Expense 2018-19	Adopted Budget 2019-20
Personnel Services						
7010	Salaries & Wages	379,173	447,601	408,032	349,680	361,658
7020	Wages Part-Time	-	451	-	143	35,340
7110	Cafeteria Benefits	32,303	26,414	22,386	24,369	27,191
7120	Deferred Comp	15,958	9,773	-	-	-
7140	RHS	1,905.33	1,923.86	10,613	1,708	10,381
7150	Medicare	5,616	6,673	6,010	5,103	5,850
7160	PERS	58,282	84,721	71,337	61,350	55,795
7165	Auto Allowance	9,274	7,420	9,480	6,480	6,480
7166	Phone Allowance	-	617	1,080	1,080	1,080
Total Personnel		502,512	585,593	528,938	449,913	503,775
Operations & Maintenance						
7229	Education & Training	2,841	-	-	-	-
7241	Meetings & Conferences	17,091	14,805	10,000	7,000	10,000
7247	Memberships & Dues	2,945	1,400	500	2,000	500
7253	Mileage	1,054	329	700	700	700
7259	Miscellaneous Costs	550	-	-	-	-
7265	Office Supplies	559	605	250	250	250
7277	Printing	207	148	100	0	100
7289	Subscriptions	95	-	-	0	-
8940	Contract Services	-	-	-	0	50,000
Total Operations & Maint.		25,342	17,286	11,550	9,950	61,550
Department Total		527,854	602,879	540,488	459,863	565,325
Personnel Schedule		Actual 2016-17	Actual 2017-18	Actual 2018-19	Adopted 2019-20	
Full Time:						
Town Manager		0.94	0.94	0.90	0.90	
Executive Assistant		1.00	1.00	1.00	1.00	
Administrative Analyst I		0.00	0.00	0.00	1.00	
Special Projects Manager						
Part Time:						
Administrative Analyst I		0.00	0.00	0.00	4.00	
Total FTE's:		1.94	1.94	1.90	6.90	

FINANCE DEPARTMENT



DEPARTMENT DESCRIPTION

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

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

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

DIVISION/MAJOR PROGRAM DESCRIPTION

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

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

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

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

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

2019-20 PROGRAMMATIC CHANGES

The FY 19-20 adopted budget for the Finance Department is \$1,005,403, which reflects a 14.7 percent decrease from the previous year primarily due to a reduction of certain expense in a cost-sharing effort with Information Systems for computer expense. In addition, the Finance Department carried a onetime cost for the installation line of credit in the prior year.

2018-19 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).

2019-20 GOALS AND OBJECTIVES

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

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

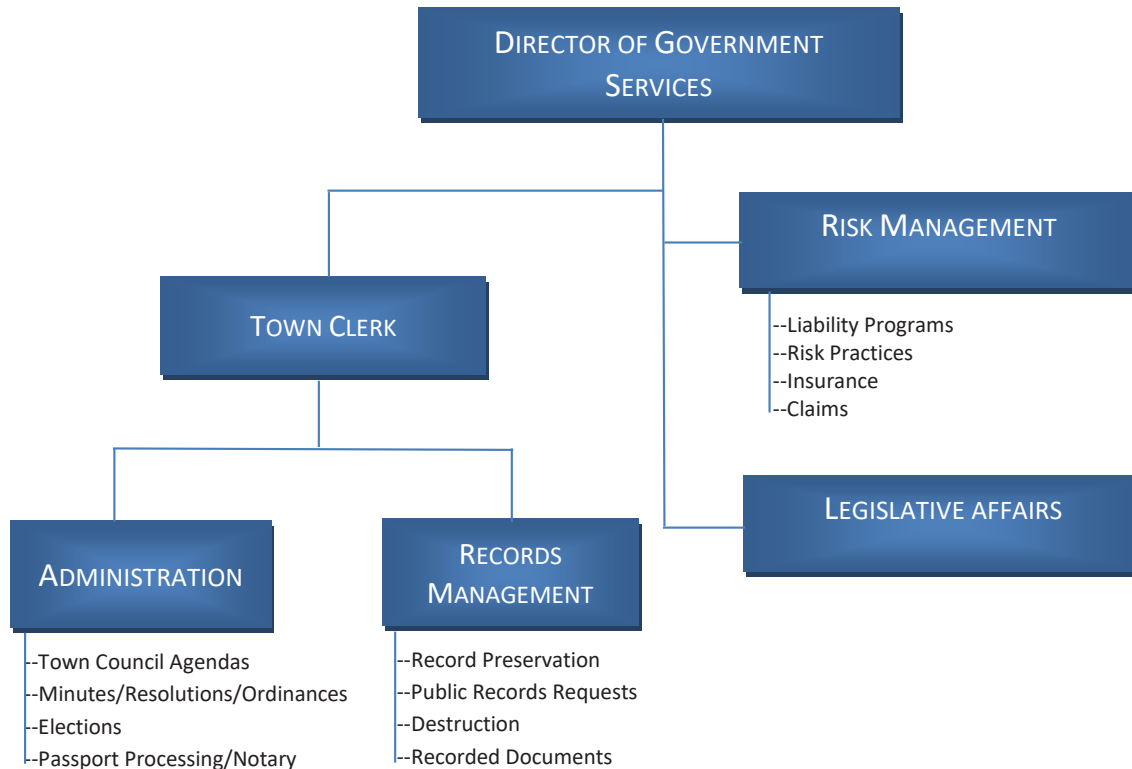
- Efficiently provide purchasing services and coordinate bidding procedures for all departments.
- Assist in implementing automated time sheet reporting.
- Revise purchasing ordinance and implement new purchasing procedures.
- Update user fees as part of a master resolution for Council adoption by the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

Department Performance Measures – Finance				
	Actual FY 17-18	Goal FY 18-19	Est. FY 18-19	Goal FY 19-20
Number of Audit Adjustments (Auditor Recommended)	0	0	0	0
Years Received GFOA CAFR Award	15	16	16	17
Years Received GFOA Distinguished Budget Award	5	6	6	7
Years Received CSMFO Operating Budget Excellence Award	4	5	5	6
Accuracy Forecasting Expenditures – General Fund	98%	98%	98%	99%
Accuracy Forecasting Revenues – General Fund	98%	98%	98%	99%
Average days to process purchase order (informal bids)	5	5	5	5
Number of budget adjustments processed	25			
Accounts Payable Checks Issued	5400	5400	5900	5400
Number of payroll checks issued	4,110	4,110	4,476	4,270
Number of purchase orders issued	60	60	130	150
Number of contracts monitored	25	25	24	24
Number of business licenses processed	2,310	2,310	2,310	2,315
Number of accounts receivable invoices processed	120	120	125	130
Number of Utility invoices processed	144,200	144,200	160,000	160,000
Property Liens Processed	2,350	2,350	1,833	1,800
Property Liens Released	2,450	2,450	980	900
Refunds Issued	980	980	1,150	900



FINANCE 1001-1050						
Code	Expenditure Classification	Actual Expense 2016-17	Actual Expense 2017-18	Amended Budget 2018-19	Estimated Expense 2018-19	% of Budget Expended 2019-20
Personnel Services						
7010	Salaries & Wages	788,746	769,609	525,311	451,508	86.0%
7020	Wages Part-Time	474	38,696	-	-	0.0%
7025	Part Time Sick Leave	-	339	-	-	0.0%
7030	Wages - Overtime	309	170	-	-	0.0%
7110	Cafeteria Benefits	84,030	71,224	61,931	45,408	73.3%
7120	Deferred Comp	27,001	25,309	-	-	0.0%
7140	RHS	3,677.79	2,955	2,601	1,622	62.4%
7150	Medicare	11,939	12,141	7,704	6,406	83.2%
7160	PERS	107,473	104,727	75,624	65,037	86.0%
7165	Auto Allowance	5,912	8,752	6,019	5,518	91.7%
Total Personnel		1,029,564	1,033,921	679,190	575,499	84.7%
Operations & Maintenance						
7229	Education & Training	4,795	687	3,500	3,500	100.0%
7241	Meetings & Conferences	12,638	10,147	10,530	10,000	95.0%
7247	Memberships & Dues	2,535	2,600	3,475	3,000	86.3%
7253	Mileage	205	407	800	800	100.0%
7259	Miscellaneous	(130)	-	-	-	0.0%
7265	Office Supplies	2,442	3,161	4,000	3,000	75.0%
7275	Bus Passes	-	-	-	2,980	0.0%
7277	Printing	85	158	1,000	1,000	100.0%
7330	Hardware/Software Supplies	42	-	1,500	1,500	100.0%
7370	Special Dept Supplies	-	119	500	500	100.0%
7600	Line of Credit Expenditures	-	-	180,000	180,000	0.0%
8916	Audit	38,168	37,900	47,000	47,000	100.0%
8940	Contract Services	78,279	83,134	114,800	114,800	100.0%
9840	Line of Credit-Principal	-	-	-	-	0.0%
9860	Line of Credit-Interest	-	-	90,000	90,000	0.0%
Total Operations & Maint.		139,058	138,313	457,105	458,080	100.2%
Department Total		1,168,622	1,172,234	1,136,295	1,033,579	91.0%
Personnel Schedule						
		Actual 2016-17	Actual 2017-18	Actual 2018-19	Adopted 2019-20	
Full Time:						
Assistant Town Manager		0.90	0.90	0.00	0.00	
Director of Finance		0.00	0.00	0.88	0.88	
Assistant Director of Finance		0.88	0.88	0.00	0.00	
Finance Analyst		0.00	0.00	0.00	0.94	
Finance Manager		0.00	0.00	0.94	0.00	
Senior Accountant		0.98	0.98	0.00	0.00	
Accountant II		0.00	0.00	0.00	0.91	
Accountant I		0.92	0.92	0.91	0.00	
HR Payroll Coordinator		0.48	0.00	0.00	0.00	
Administrative Analyst II		0.00	0.50	0.47	0.47	
Administrative Analyst I		0.00	0.00	0.00	0.95	
Account Clerk II		3.00	3.00	3.00	3.00	
Executive Secretary		0.98	0.98	0.95	0.00	
Total FTE's:		8.14	8.16	7.15	7.15	

GOVERNMENT SERVICES



DEPARTMENT DESCRIPTION



The Government Services Department is staffed with four (4) positions that include the Director/Town Clerk, a Deputy Town Clerk, Records Technician and Senior Office Assistant. The primary responsibilities for this department are Council Support Services, Records Management, Administrative Processing, Board Administration, Election Services, Risk Management and Legislative Affairs. Each of these functions require a collaborative effort between the department staff to ensure that all components within the process are completed from origin to file.

Town of Apple Valley

DIVISION/MAJOR PROGRAM DESCRIPTION

Council Support Services

The 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.

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. Passport and Notary Services are available to the public enhancing our community services to residents.

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.

Records Management

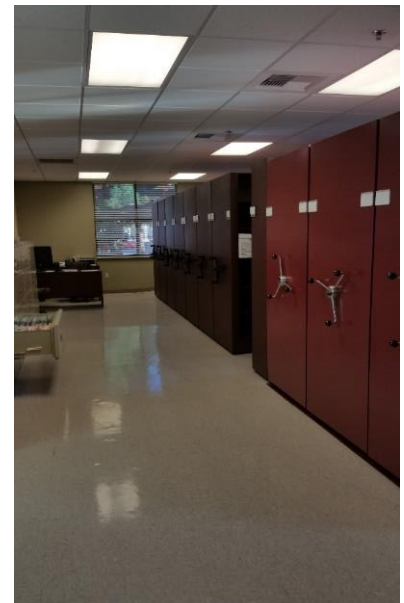
The Town Clerk is the custodian of all official Town records. This responsibility requires the department to maintain the legislative history of the Town and the Town's official seal. The Town Clerk maintains custody of deeds, agreements, contracts, annexations records, infrastructure documentation and other vital records of the Town.

Risk Management

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

Legislative Affairs

The Government Services Department is responsible for monitoring State and federal legislation that may potentially impact the Town's operations.



2018-19 HIGHLIGHTS

- Successful completion of 2018 Election
- Scan FPPC documentation into database within 24 hours of receipt
- Discovery documentation for legal review provided in electronic format, reducing the amount of paper records
- Managed the DMPG and HSGP Grants
- Completed document recording in-house for agreements and notices
- Provided training for new department employees in both Town Clerk and Risk Management functions

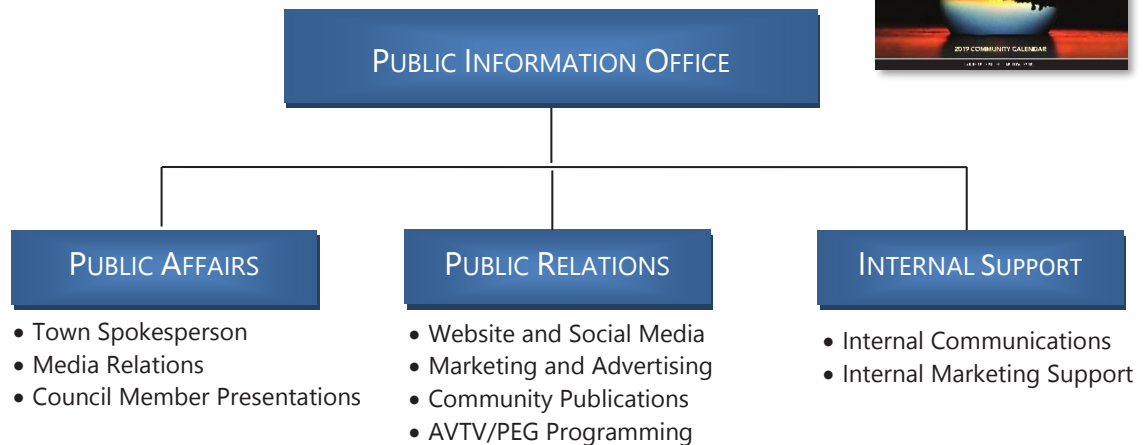
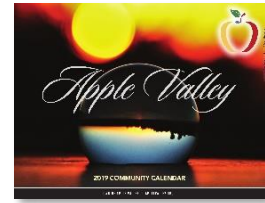
2019-20 GOALS AND OBJECTIVES

- Develop a standardized checklist for office operations under the responsibility of the Government Services Department
- Update the Agenda Management Process for better efficiency within the Town
- Utilize software available for the maintenance and monitoring of all Certificates of Insurance
- Remain apprised of training opportunities for staff
- Update the Records Retention Schedule to reflect new laws that impact how various records are retained

Department Performance Measures		
	Actual FY 18-19	Goal FY 19-20
Government Services		
Accuracy on agenda packet	90%	100%
Process documents within one week of meeting.	85%	90%
FPPC documents collected prior to deadline.	90%	100%
Process subrogation documents within three days of receipt	---	90%
Input Certificate of Insurance into database upon receipt	---	90%

TOWN CLERK 1001-1060							
Code	Expenditure Classification	Actual Expense 2016-17	Actual Expense 2017-18	Amended Budget 2018-19	Estimated Expense 2018-19	% of Budget Expended	Adopted Budget 2019-20
Personnel Services							
7010	Salaries & Wages	288,577	277,570	213,134	230,870	108.3%	310,036
7110	Cafeteria Benefits	25,911	27,721	9,816	16,506	168.2%	32,736
7120	Deferred Compensation	15,834	15,775	-	-	0.0%	-
7140	RHS	1,297	1,288	1,032	1,085	105.1%	1,550
7150	Medicare	4,467	4,194	3,185	3,487	109.5%	4,590
7160	PERS	54,527	67,410	58,644	63,334	108.0%	90,002
7165	Auto Allowance	6,306	6,569	6,498	6,498	100.0%	6,498
Total Personnel		396,919	400,527	292,309	321,780	110.1%	445,412
Operations & Maintenance							
7205	Advertising	2,819	1,763	4,000	4,000	100.0%	4,000
7229	Education & Training	3,573	1,786	2,800	2,800	100.0%	2,500
7241	Meetings & Conferences	4,012	3,320	3,900	3,900	100.0%	3,900
7247	Memberships & Dues	1,165	1,288	1,000	1,000	100.0%	1,000
7253	Mileage	-	138	650	650	100.0%	500
7265	Office Supplies	1,422	1,656	2,000	2,000	100.0%	2,000
7277	Printing	508	136	1,000	1,000	100.0%	1,000
7315	Election	327,824	(43,568)	90,000	90,000	100.0%	-
7330	Hardware/Software Supplies	-	-	700	700	100.0%	-
8940	Contract Services	14,451	8,353	12,000	12,000	100.0%	5,000
9065	Leased Equipment	4,490	3,719	3,500	3,500	100.0%	-
Total Operations & Maint.		360,265	(21,408)	121,550	121,550	100.0%	19,900
Department Total		757,184	379,119	413,859	443,330	107.1%	465,312
Personnel Schedule			Actual 2016-17	Actual 2017-18	Actual 2018-19	Adopted 2019-20	
Full Time:							
Town Clerk/Dir of Gov Services			0.96	0.96	0.95	0.95	
Records Technician			0.00	0.00	1.00	1.00	
Sr. Office Assistant			0.00	0.00	0.00	1.00	
Deputy Town Clerk			2.00	2.00	1.00	1.00	
Total FTE's:			2.96	2.96	2.95	3.95	

PUBLIC INFORMATION



DEPARTMENT DESCRIPTION

The Public Information Office is managed by an Assistant Director, staffed by two Public Relations Specialists, and supported part-time by an Administrative Secretary. The primary responsibilities for this department include Public Affairs, Public Relations and Internal Support. Each of these functions require a collaborative effort with external departments to ensure accurate information is available to promote Town Programs and Services to a wide audience.

Public Affairs This division provides a Town spokesperson for emergency communications, media inquiries and special functions such as ground-breakings, grand openings and other occurrences. Staff serves as public representatives at Town and community events and activities such as Council Meetings, Chamber of Commerce Meetings, and networks with other Public Information Professionals at the regional and statewide level.



Public Relations Staff produces many content deliverables such as news releases, briefs and public service announcements; council speeches and presentations; print and radio advertising content; website and social media updates, monitoring and responses; the Our Town Newsletter, which is published three times per year and mailed to every residence and business in Apple Valley; programing content for the AVTV/PEG Channel; and special projects, such as the Town's 30th Anniversary Reception, the Annual State of the Town Address, the Annual Community Calendar and specialty programs such as Adopt-A-Street volunteer management, periodic blood drives, and more.

Internal Support Staff is available for interdepartmental support for advertising campaigns, photography, videography, graphics and periodic website maintenance assistance. Staff continues to provide assistance for the Support Apple Valley Events campaign, coverage of Recreation events and activities, Code Enforcement Community Enhancement Programs, Public Works Awareness Campaigns and assists other departments as requested.



2019-20 PROGRAM CHANGES

The PIO team will shift more of its outreach efforts and budget from traditional print and radio media to digital marketing including social media, which has better engagement for less cost. The PIO team will also increase internal marketing support by creating a Marketing Task Force comprised of various Town departments representatives to implement best practices and collaborate on marketing campaigns, community messaging, and to increase economies-of-scale opportunities and cost-savings measures.

2018-19 HIGHLIGHTS

- Hosted Town's 30th Anniversary event, highlighting the work and growth of our community. More than 125 people attended including former Town Councilmembers
- Created new video series, "Faces and Places", highlighting the people, culture, spaces and landmarks of Apple Valley
- Produced annual State of the Town Address in partnership with AV Chamber of Commerce
- Restructured Our Town newsletter to increase each issue by four pages and change frequency from four issues per year to three. This change allows more content and other department marketing flyers per publication, saving \$25,000 annually
- Assisted with S.A.V.E. fundraising campaign
- Provided paid-for marketing support of the Village PBID District events
- Redesigned and distributed 5,000 copies of Town Calendar; sponsored by AV Choice Energy
- Promoted Mayor's Weight Loss Challenge



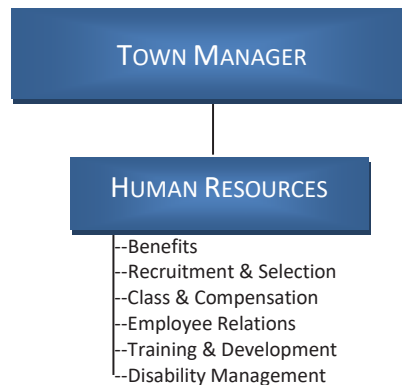
2019-20 GOALS AND OBJECTIVES

- Manage media relations and inquiries
- Manage content deliverables, such as speeches, press releases, and news briefs
- Update marketing material, as well as grow media placement and advertising efforts including updates to website
- Create a new community awareness campaign to promote array of Code Enforcement beautification programs including Clean-Up and Tire Amnesty days, as well as Household Hazard Waste Disposal Saturdays
- Increase marketing for Parks and Recreation's community events
- Expand AVTV/PEG programming and live coverage of special events
- Publish three Our Town community newsletters
- Facilitate State of the Town presentation
- Expand opportunities for citizen engagement through new media chat bot technology
- Provide interdepartmental marketing support
- Pursue professional development/best practices

Performance Measures					
	Actual FY15-16	Actual FY16-17	Actual FY17-18	Estimated FY18-19	Goal FY19-20
Press Releases and News Briefs Issued	80	53	54		52
Social Media Followers	24,000	38,786	43,241	44,000	45,000
Shop Local Features	8	50	25	50	36
Pet Match Series	-	-	47	50	48
Faces and Places	-	-	-	6	12

PUBLIC INFORMATION 1001-1070							
Code	Expenditure Classification	Actual Expense 2016-17	Actual Expense 2017-18	Amended Budget 2018-19	Estimated Expense 2018-19	% of Budget Expended	Adopted Budget 2019-20
Personnel Services							
7010	Salaries & Wages	280,056	391,258	149,736	146,945	98.1%	169,138
7020	Wages - Part Time	8,084	3,766	-	-	0.0%	-
7025	Part-Time Sick Leave	549	-	-	-	0.0%	-
7030	Wages - Overtime	1,126	156	-	-	0.0%	-
7110	Cafeteria Benefits	33,199	39,664	25,553	23,803	93.2%	25,753
7120	Deferred Comp	6,450	7,179	-	-	0.0%	-
7140	RHS	1,343.74	1,573.93	747	714	95.6%	846
7150	Medicare	4,187	5,744	2,171	2,006	92.4%	2,453
7160	PERS	52,898	87,440	29,669	29,105	98.1%	40,541
7165	Auto Allowance	6,241	5,879	-	-	0.0%	-
Total Personnel		394,132	542,659	207,876	202,573	97.4%	238,731
Operations & Maintenance							
7205	Advertising	11,869	9,593	12,000	12,000	100.0%	20,000
7211	Council & Commissions	-	-	1,000	1,000	100.0%	500
7229	Education & Training	20	100	100	100	100.0%	2,750
7241	Meetings & Conferences	3,449	175	3,000	3,000	100.0%	1,600
7247	Memberships & Dues	1,505	1,265	1,800	1,800	100.0%	1,000
7253	Mileage	-	-	2,500	2,500	100.0%	1,000
7265	Office Supplies	1,007	342	1,200	1,200	100.0%	500
7271	Postage	20,000	20,000	20,000	20,000	100.0%	18,650
7277	Printed Materials	22,616	23,365	37,000	35,000	94.6%	26,500
7289	Subscriptions	760	764	700	700	100.0%	1,000
7327	Grand Openings/Ground Brea	2,619	358	2,000	2,000	100.0%	2,000
7330	Hardware/Software Supplies	-	129	2,500	2,500	100.0%	800
7370	Special Dept. Supplies	4,250	6,637	4,500	4,500	100.0%	5,000
7865	Community Support	4,268	2,594	3,500	3,500	100.0%	4,000
7977	Adopt a Street/Trail	2,584	1,115	3,000	3,000	100.0%	3,000
8940	Contract Services	12,904	5,087	10,000	10,000	100.0%	10,000
9052	Gas, Diesel, Oil	52	86	-	81	0.0%	-
9091	Vehicle Maintenance	94	98	-	-	0.0%	-
Total Operations & Maint.		87,998	71,709	104,800	102,881	98.2%	98,300
Special Events							
7810	Community Clean-up	3,130	2,477	-	-	0.0%	-
7830	Tree Lighting	8,718	2,788	-	-	0.0%	-
Total Special Events		11,848	5,265	-	-	0.0%	-
Department Total		493,979	619,634	312,676	305,454	97.7%	337,031
Personnel Schedule		Actual 2016-17	Actual 2017-18	Actual 2018-19	Adopted 2019-20		
Full Time:							
Director of Communication		0.45	0.00	0.00	0.00		
Marketing & Public Affairs Officer		0.50	0.00	0.00	0.00		
Dir of Stakeholder/Engage/Comm		0.00	0.50	0.00	0.00		
Assistant Director of Econ Dev & Housing		0.00	0.00	0.00	0.15		
Public Relations Specialist		0.94	2.00	2.00	2.00		
Event Coordinator		0.33	0.00	0.00	0.00		
Administrative Secretary		1.00	1.00	0.25	0.25		
Part Time:							
Event Coordinator - PT		0.00	0.13	0.00	0.00		
Total FTE's:		3.22	3.63	2.25	2.40		

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, and General Liability. 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 one and a half full time staff positions to handle the town's Human Resources 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.

2018-19 HIGHLIGHTS

- The “Shout Out” Program continues to provide a mechanism for employees to recognize excellence in their peers.
- The HR/Payroll monthly newsletter continues 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.
- Kicked off Classification and Compensation Study.

2019-20 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.
- Develop new training opportunities for employees
- 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.
- Review and update the town’s Policy and Procedure Manual.
- Review Classification and Compensation Study findings.

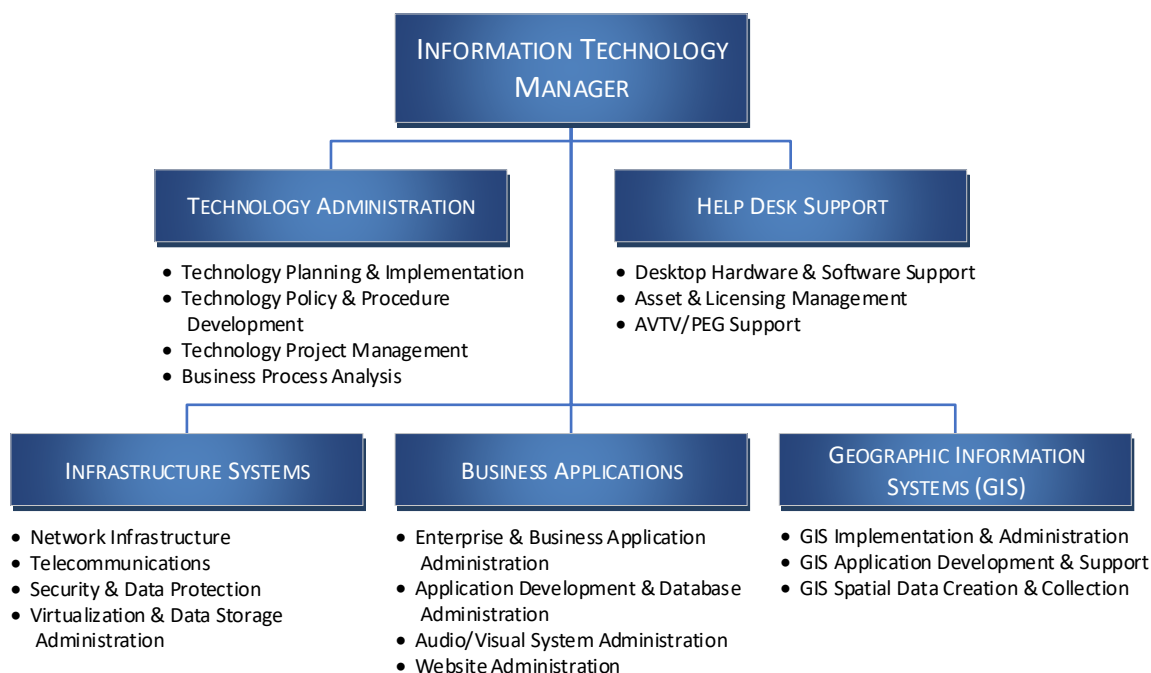


Department Workload Indicators				
	Actual FY 17-18	Goal FY 18-19	Estimated FY 18-19	Goal FY 19-20
Number of Recruitments	22	20	25	20
Number of Retirements	2	1	4	1
Percent of employees utilizing online open enrollment portal	75%	85%	85%	90%
Training hours offered	75	75	75	90
Voluntary Turnover	2.5%	2.5%	2.5%	3%
Number of Workplace Injury Claims	10	6	4	6

Department Performance Measures				
	Actual FY 17-18	Goal FY 18-19	Estimated FY 18-19	Goal FY 19-20
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							
Code	Expenditure Classification	Actual Expense 2016-17	Actual Expense 2017-18	Amended Budget 2018-19	Estimated Expense 2018-19	% of Budget Expended	Adopted Budget 2019-20
Personnel Services							
7010	Salaries & Wages	337,344	379,134	98,184	82,383	83.9%	104,610
7020	Wages Part-Time	1,468	10,560	25,323	29,489	116.5%	16,181
7025	Part Time Sick Leave	-	208	-	177	0.0%	-
7030	Wages - Overtime	-	-	-	-	0.0%	-
7110	Cafeteria Benefits	35,957	26,249	13,959	13,940	99.9%	14,272
7120	Deferred Comp	11,571	9,264	-	-	0.0%	-
7140	RHS	1,620.57	1,100.70	491	490	99.8%	523
7150	Medicare	4,768	5,182	1,424	1,936	136.0%	1,751
7160	PERS	45,188	62,682	15,670	13,946	89.0%	17,148
7165	Auto Allowance	6,569	5,714	-	-	0.0%	-
Total Personnel		444,487	500,094	155,051	142,361	91.8%	154,485
Operations & Maintenance							
7205	Advertising	1,538	813	800	800	100.0%	800
7229	Education & Training	6,464	6,096	2,200	2,200	100.0%	300
7241	Meetings & Conferences	2,382	4,789	800	800	100.0%	2,629
7247	Memberships & Dues	942	947	600	600	100.0%	600
7253	Mileage	-	-	100	0	0.0%	-
7265	Office Supplies	589	360	750	750	100.0%	750
7277	Printing	177	159	150	150	100.0%	150
7289	Subscriptions	-	229	300	300	100.0%	300
7330	Hardware/Software Supplies	304	142	250	250	100.0%	-
7370	Special Dept Supplies	711	561	500	500	100.0%	500
8940	Contract Services	5,369	6,867	50,000	50,000	100.0%	15,000
8972	Legal Services	2,515	-	-	-	0.0%	-
Total Operations & Maint.		20,991	20,963	56,450	56,350	99.8%	21,029
Department Total		465,478	521,057	211,501	198,711	94.0%	175,514
Personnel Schedule			Actual 2016-17	Actual 2017-18	Actual 2018-19	Adopted 2019-20	
Full Time:							
Assistant Town Manager			1.00	1.00	0.00	0.00	
Director of HR/Risk Management			0.00	0.00	0.00	0.00	
Human Resources Analyst			1.00	0.00	0.00	0.00	
Administrative Analyst II			0.00	0.50	0.47	0.47	
HR/Payroll Coordinator*			0.50	0.00	0.00	0.00	
Administrative Analyst I			0.50	1.00	1.00	1.00	
Human Resources Assistant			0.50	0.00	0.00	0.00	
Part Time:							
Office Assistant			0.00	0.00	0.00	0.50	
Program Assistant			0.00	0.50	0.67	0.00	
Total FTE's:			3.50	3.00	2.14	1.97	

INFORMATION TECHNOLOGY



DEPARTMENT DESCRIPTION

The Information Technology (IT) Department is dedicated to leading, supporting and providing professional and innovative technology solutions. IT will continue to rebuild critical systems and improve technology solutions to meet the needs of Town staff and the public. The IT Department provides infrastructure systems and business application analysis, design, implementation, administration, maintenance and support to the town's users. Additionally, the IT Department will continue driving the town's technology forward with updated systems and applications, including the implementation of the town's Geographic Information System (GIS).

2018-19 HIGHLIGHTS

- Hired IT Manager to bolster department capacity and improve IT environment
- Implemented new battery backup systems for the town's core technology infrastructure
- Upgraded the Apple Valley TV (AVTV/PEG) system and enabled broadcasting of Town Meetings and other content via the web at <http://applevalley.tv> and local cable television providers
- Updated the town website's "Notify Me" option, allowing the public to opt-in to notifications for job announcements, newsletters and more

2019-20 GOALS AND OBJECTIVES

- Existing system, application, and business process analysis to provide improvements and enhancements
- Core infrastructure, security, and data communication upgrades
- GIS implementation and development of web-based maps and apps for town staff and the public
- Continue to lead technology efforts and provide optimal innovative solutions and support to Town department
- Develop a five-year technology plan to maximize town wide operational efficiency

- Launched Tech Learning Courses (TLC) to provide staff training on topics most often needing IT assistance, including Cyber Security via email and malware, and OneDrive software use
- Ongoing security improvements throughout multiple Town facilities including cameras and door access restrictions

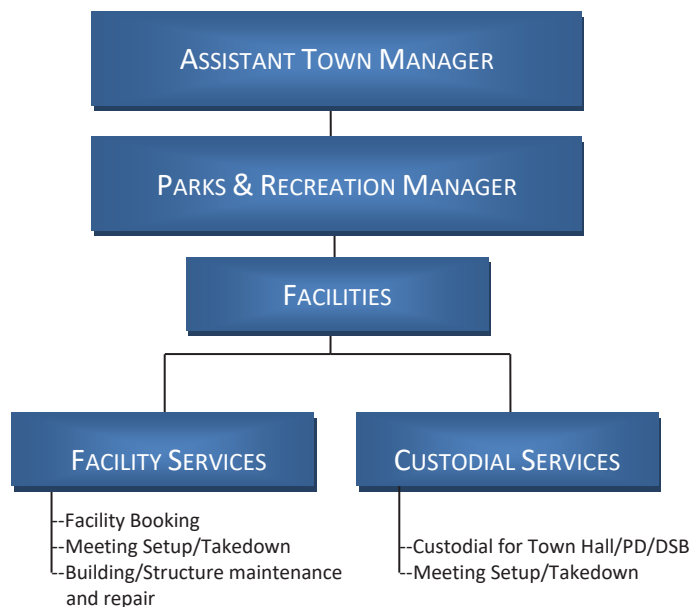
INFORMATION TECHNOLOGY STATISTICS	
Sites	8
User Accounts	~140
Computers	~150
Virtual Servers	28

INFORMATION TECHNOLOGY 1001-1090							
Code	Expenditure Classification	Actual Expense 2016-17	Actual Expense 2017-18	Amended Budget 2018-19	Estimated Expense 2018-19	% of Budget Expended	Adopted Budget 2019-20
Personnel Services							
7010	Salaries & Wages	-	86,818	126,519	129,463	102.3%	248,707
7020	Wages Part Time	-	-	-	-	0.0%	-
7030	Overtime	-	131	-	-	0.0%	-
7110	Cafeteria Benefits	-	13,810	22,944	24,600	107.2%	35,675
7120	Deferred Comp	-	1,091	-	-	0.0%	-
7140	RHS	-	429	633	660	104.3%	1,243
7150	Medicare	-	1,259	1,835	1,732	94.4%	3,624
7160	PERS	-	15,710	25,226	22,212	88.1%	41,032
7166	Phone Allowance	-	-	-	500	0.0%	1,200
Total Personnel		-	119,248	177,157	179,167	101.1%	331,481
Operations & Maintenance							
7205	Advertising	-	-	-	-	#DIV/0!	-
7229	Education & Training	-	-	-	-	0.0%	2,000
7241	Meetings and Conferences	41	45	-	-	0.0%	5,900
7247	Membership and Dues	-	-	-	-	0.0%	300
7253	Mileage	-	-	-	-	0.0%	630
7265	Office Supplies	-	-	-	-	0.0%	2,500
7277	Printing	-	-	-	-	#DIV/0!	-
7289	Subscriptions	-	14	-	-	0.0%	2,500
7295	Utilities: Phones, Internet, Cell Pho	-	-	-	-	0.0%	101,560
7330	Hardware/Software Supplies/Exp	18,880	20,215	40,000	-	0.0%	49,650
7370	Special Department Supplies	-	-	-	-	#DIV/0!	-
8940	Contract Services	288,106	225,502	79,000	-	0.0%	218,290
9065	Leased Equipment	-	-	-	-	0.0%	62,800
Total Operations & Maint.		307,027	245,776	119,000	-	0.0%	446,130
Department Total		307,027	365,024	296,157	179,167	60.5%	777,611
Personnel Schedule			Actual 2016-17	Actual 2017-18	Actual 2018-19	Adopted 2019-20	
Full Time:							
Information Technology Manager			0.00	0.00	0.00	1.00	
Information Technology Supervisor			0.00	1.00	0.00	0.00	
Information Technology Specialist			0.00	0.00	1.00	1.00	
Information Technology Technician			0.00	1.00	1.00	1.00	
Total FTE's:			0.00	2.00	2.00	3.00	

GENERAL GOVERNMENT

GENERAL GOVERNMENT 1001-1200						
Code	Expenditure Classification	Actual Expense 2016-17	Actual Expense 2017-18	Amended Budget 2018-19	Estimated Expense 2018-19	% of Budget Expended 2019-20
Operations & Maintenance						
9860	Interest	82,606	317,886	-		0.0%
7140-1	Health Benefits - Retirees	150,280	131,974	160,000	160,000	100.0%
7205	Advertising	4,335	99	10,000	10,000	100.0%
7207	Banking Fees - Check 21	550	555	600	600	0.0%
7217	Credit Card Costs	142,241	129,575	125,000	113,000	90.4%
7229	Education & Training	-	432			
7235	Insurance	867,031	1,230,907	1,100,000	1,221,724	111.1%
7241	Meetings & Conferences	3,272	15	-	-	-
7247	Memberships & Dues	36,049	41,702	57,770	57,770	100.0%
7259	Miscellaneous	12,527	17,442	56,000	11,000	19.6%
7265	Office Supplies	16,988	17,836	16,000	16,000	100.0%
7271	Postage	39,237	35,660	40,000	40,000	100.0%
7277	Printing	8,477	7,397	7,500	7,500	100.0%
7295	0109-Utilities: Phone, Internet, Cell F	296	0	-	-	0.0%
7289	Subscriptions	120	120	500	500	100.0%
7310	Assessment district Costs	3,437	3,437	4,000	4,000	100.0%
7335	NPDES Compliance	-	-	130,000	130,000	0.0%
7336	NPDES-Compliance-CAA	-	-	25,000	25,000	0.0%
8940	Contract Services	350,183	137,855	120,000	120,000	100.0%
8941	Acquisition	-	-	485,000	485,000	0.0%
9010	PEG Channel Expenses	2,296	83,368	122,000	15,000	0.0%
9091	Vehicle Maintenance	-	264			
9140	Vehicle & Equipment	-	-	-		0.0%
9444	Land Acquisition	17,067	-	-		0.0%
Total Operations & Maintenance		1,736,993	2,156,525	2,459,370	2,417,094	98.3%
9999	Transfer out - 2010	1,255,758	273,289	-		-
9999	Transfer out - 2120	-	327,462	-		-
9999	Administrative Overhead 2510	913,773	691,181	303,965		0.0%
9999	Administrative Overhead 4910	366,495	-	-		0.0%
9999	Administrative Overhead 5010	723,000	-	-		0.0%
9999	Administrative Overhead 5710	333,748	436,601	450,000	450,000	100.0%
Department Total		5,329,766	3,885,058	3,213,335	2,867,094	89.2%

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.

2019-2020 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, we are having the facilities staff maintain the cleaning and maintenance at the Aquatic Center. This has been accomplished by the lifeguards in previous years.

2018-19 HIGHLIGHTS

- Painted the interior walls of the Conference Center and the Recreation Center.
- Install LED lighting in Town Center parking lots and where available within Town Hall, the Development Services Building and the Police Department.

2019-2020 GOALS AND OBJECTIVES

- Install security cameras at James Woody Community Center.
- Install a permanent restroom at Mendel Park

Department Performance Measures – Public Facilities				
	Actual FY 16-17	Actual FY 17-18	Estimated FY 18-19	Goal FY 19-20
Conference Center uses	341	380	400	400
Recreation Center uses	557	650	750	750

Square footage of public facilities	123,950	123,950	123,950	123,950
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Apple Valley Conference Center



Civic Center Park

PUBLIC FACILITIES 1001-1400							
Code	Expenditure Classification	Actual Expense 2016-17	Actual Expense 2017-18	Amended Budget 2018-19	Estimated Expense 2018-19	% of Budget Expended	Adopted Budget 2019-20
Personnel Services							
7010	Salaries & Wages	272,924	284,160	233,903	199,103	85.1%	247,733
7020	Wages Part-Time	103,976	106,346	163,599	112,348	68.7%	114,219
7025	Part-Time Sick Leave	1,425	1,822	-	1,434	0.0%	-
7030	Wages Overtime	2,185	3,770	-	1,817	0.0%	-
7110	Cafeteria Benefits	48,642	53,316	44,756	35,095	78.4%	44,024
7120	Deferred Comp	1,084	1,096	-	-	0.0%	-
7140	RHS	1,289	1,331	1,101	847	76.9%	1,239
7150	Medicare	5,594	5,794	5,585	4,561	81.7%	5,248
7160	PERS	47,562	73,911	61,763	51,761	83.8%	43,628
Total Personnel		484,681	531,546	510,707	406,966	79.7%	456,091
Operations & Maintenance							
7180	Uniform Expense	2,447	2,186	2,650	1,520	57.4%	2,650
7223	Disposal Services	9,878	9,756	9,750	9,750	100.0%	9,750
7229	Education & Training	-	-	2,200	-	0.0%	2,200
7259	Miscellaneous	-	92	200	293	146.5%	200
7265	Office Supplies	-	42	75	75	100.0%	75
7295-0109	Utilities - Phones	98,944	113,047	100,000	100,000	100.0%	5,000
7295-0847	Utilities - Electricity	135,600	131,751	149,200	149,200	100.0%	110,000
7295-0848	Utilities - Natural Gas	30,201	26,325	27,750	27,750	100.0%	27,750
7295-0849	Utilities - Water	11,585	11,815	13,100	13,100	100.0%	13,100
7330	Hardware/Software Supplies/Exp	118	-	500	500	100.0%	-
7360	Safety & Security	4,093	6,117	4,745	4,745	100.0%	4,745
7375	Staff Services	4,259	5,687	8,250	8,250	100.0%	7,000
7383	Vandalism Repairs	269	1,997	4,250	4,250	100.0%	7,250
7655	Building Maintenance	68,740	78,451	75,800	75,800	100.0%	81,800
7675	Equipment Maintenance	-	-	250	250	100.0%	250
7755	Grounds Maintenance	-	-	500	500	100.0%	500
7780	Irrigation Supplies	-	-	200	200	100.0%	200
7970	Small Tools	1,170	609	1,050	478	45.5%	1,050
8940	Contracted Services	25,312	2,324	1,250	3,250	260.0%	3,250
9026	Equipment Maintenance	289	228	1,070	1,270	118.7%	1,270
9039	Equipment Rental	-	-	400	400	100.0%	400
9052	Gasoline, Diesel, Oil	4,851	5,027	5,800	4,413	76.1%	2,000
9065	Leased Equipment	48,665	48,091	51,000	51,000	100.0%	6,000
9078	Safety Equipment	647	1,227	700	600	85.7%	700
9091	Vehicle Maintenance	4,547	3,541	4,800	2,535	52.8%	2,000
Total Operations & Maint.		451,613	448,311	465,490	460,129	98.8%	289,140
Capital Expenditures							
9120	Capital Equipment	1,965	51	-	-	0.0%	-
Total Capital Expenditures		1,965	51	-	-	0.0%	-
Debt Service and Transfers							
9999-4105	1999 COP	390,922	398,688	408,000	409,000	100.2%	415,000
9999-4108	2007 COPS / 2017 Refunding	883,156	252,796	958,335	252,796	26.4%	981,803
Total Debt Service and Transfers		1,274,078	651,485	1,366,335	661,796	48.4%	1,396,803
Department Total		2,212,338	1,631,393	2,342,532	1,528,891	65.3%	2,142,034
Personnel Schedule			Actual 2016-17	Actual 2017-18	Actual 2018-19	Adopted 2019-20	
Full Time:							
Parks & Recreation Manager			0.22	0.22	0.22	0.22	
Public Works Supervisor			0.08	0.08	0.05	0.06	
Maintenance Supervisor			0.00	0.74	0.74	0.74	
Sr. Maintenance Worker			0.74	0.00	0.00	0.74	
Administrative Secretary			0.09	0.09	0.09	0.09	
Maintenance Worker II			0.57	0.57	0.57	0.57	
Maintenance Worker I			0.96	0.96	0.96	0.96	
Grounds Services Worker III			0.08	0.08	0.08	0.08	
Sr. Office Assistant			0.02	0.02	0.02	0.02	
Grounds Services Worker II			0.33	0.33	0.33	0.33	
Custodian			1.00	1.00	1.00	1.00	
Part Time:							
Custodian			1.17	1.17	1.17	1.17	
Custodial Aide			2.56	2.56	2.56	2.56	
Total FTE's:			7.82	7.82	7.79	8.54	

PUBLIC SAFETY



DEPARTMENT DESCRIPTION

The Town of Apple Valley has contracted with the San Bernardino County Sheriff's Department for all its law enforcement services since 1989. In its current configuration, the Apple Valley Police Department is made up of 51 safety/sworn personnel and 13 professional staff members and includes a detective division, a traffic unit, a specialized enforcement unit focused on gangs and 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.

2018-19 HIGHLIGHTS

- Overall crime was reduced in the Town of Apple Valley by 8%. Part I crimes saw a 2% decrease
- Deputies made 2% fewer arrests in 2018 when compared to 2017. This could be due in part to legislative changes related to narcotics and other crimes that contributed to fewer arrests across the board
- In a concerted effort to reduce traffic collisions, Apple Valley participated in regional traffic enforcement operations. The results were a 2% reduction in traffic collisions for 2018 compared to 2017 and a 13% increase in traffic citations in 2018 compared to 2017
- The AVPD is participating in the Safe Return Program designed to assist in locating missing persons with special needs
- Deputies recovered property totaling over \$1,212,759.00
- Apple Valley Police Department partnered with Apple Valley Town Code Enforcement and Sheriff's HOPE team to reach out to the homeless population. During these operations, staff identified criminal transients. 29 of these criminal transients were arrested for crimes such as; panhandling, criminal warrants, drug possession and possession of drug paraphernalia
- Through a Homeland Security grant, an automated license plate reader (ALPR) was purchased. The ALPR was deployed beginning in December 2018
- The Apple Valley Police Activities League received the following grants; \$30,000.00 from the Apple Valley Unified School District, \$10,000.00 from First District Supervisor Lovingood's Office, \$5,000.00 from The California Trucker's Association, and \$2,500.00 from Stater Bros. Corporation. These grants will be used for the SHOCK program, Youth Center and Boxing Gym remodel/update
- The AVPD continues to enhance working conditions for our employees. Through a grant the station will install gear lockers and weather protection in the employee parking lot
- AVPD volunteers (Reserves, COPs, and Explorers) donated more than 13,000 hours, which resulted in an estimated cost savings to the Town of over \$500,000.00
- To enhance community outreach, we have embarked on a public education series on Active Shooters. With an emphasis on safety and injury care

2019-20 GOALS AND OBJECTIVES

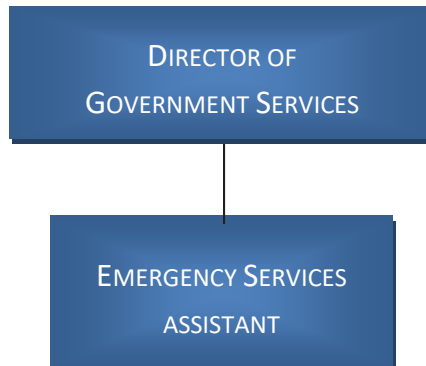
- Continue to emphasize Traffic and DUI enforcement efforts with a focus on reducing collisions by concentrating on collision frequency, location & collision factors. This data will be used to deploy resources efficiently.
- Continue to focus on quality of life concerns, such as criminal transient and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

Department Performance Measures				
	2017*	2018*	% Change	2019 Goal
Calls for Service	67,133	67,988	8%	NA
Deputy Reports	7,027	6,408	-6%	NA
Arrests	2,366	2,161	-2%	NA
Traffic Collisions	731	528	-2%	2% Reduction
Traffic Citations Issued	1,732	3,037	13%	5% increase
Residents per Deputy	2,019	1,975	-.4%	NA
Patrol Deputies	37	37	0%	NA
Part I Crimes	2,239	1,977	-2%	2% Reduction
Part II Crimes	2,795	2,177	-6%	2% Reduction
Total Crimes	5,034	4,154	-8%	2% Reduction

*Based upon calendar year data

PUBLIC SAFETY - SHERIFF 1001-2010							
Code	Expenditure Classification	Actual Expense 2016-17	Actual Expense 2017-18	Amended Budget 2018-19	Estimated Expense 2018-19	% of Budget Expended	Adopted Budget 2019-2020
Personnel Services							
7020	Salaries Part-Time	12,970	13,472	12,948.00	10,666	82.4%	12,948
7025	Part-Time Sick Leave	-	499	-	218	0.0%	-
7150	Medicare	188	203	189.00	160	84.7%	188
	Total Personnel	13,158	14,174	13,137	11,044	84.1%	13,136
Operations & Maintenance							
7180	Uniform Expenses	1,000	1,015	1,500	1,500	100.0%	1,500
7223	Disposal Service	2,418	2,412	2,500	2,000	80.0%	2,000
7241	Meetings & conferences	144	1,192	1,000	1,000	100.0%	1,000
7247	Membership & Dues	411	288	1,000	1,000	100.0%	1,000
7259	Miscellaneous Costs	44	-	-	-	0.0%	-
7265	Office Supplies	179	829	1,500	1,000	66.7%	1,000
7271	Postage	1,303	331	3,500	-	0.0%	-
7277	Printing	2,033	804	1,000	1,000	100.0%	1,000
7289	Subscriptions	89	-	500	500	100.0%	200
7295	Utilities: Phone, Internet, Cell	19,583	21,816	19,000	9,000	47.4%	19,000
7295	Utilities: Electricity Usage	34,254	37,644	40,000	40,000	100.0%	35,000
7295	Utilities: Natural Gas Usage	1,800	1,229	1,500	500	33.3%	1,500
7295	Utilities: Water Usage	4,474	3,651	4,500	4,000	88.9%	4,500
7360	Safety & Security	806	2,289	750	500	66.7%	750
7370	Special Dept Supplies	534	-	500	500	100.0%	500
7375	Staff Services	2,460	1,100	1,000	1,000	100.0%	1,000
7655	Building Maintenance	6,315	3,809	9,000	9,000	100.0%	8,000
7755	Grounds Maintenance	-	-	1,500	1,500	100.0%	1,000
7970	Small Tools	11	-	-	-	0.0%	-
8936	Cal-ID Systems	84,907	88,366	88,150	88,147	100.0%	88,200
8940	Contracted Services	6,155	3,430	4,000	4,700	117.5%	4,000
8948	County Sheriff	12,947,830	13,154,255	13,776,796	13,776,796	100.0%	14,465,635
8948-500	County Sheriff - Overtime	-	-	210,000	210,000	100.0%	210,000
9026	Equipment Maintenance	343	529	500	1,029	205.8%	1,000
9052	Gasoline, Oil, Etc.	164,824	181,692	250,000	200,000	80.0%	200,000
9065	Leased Equipment	11,814	12,647	12,000	10,000	83.3%	12,000
9091	Vehicle Maintenance	128,064	220,414	150,000	150,000	100.0%	150,000
	Total Operations & Maint	13,421,798	13,739,742	14,581,696	14,514,672	99.5%	15,209,785
	Department total	13,434,956	13,753,917	14,594,833	14,525,716	99.5%	15,222,921
Personnel Schedule		Actual 2016-17	Actual 2017-18	Actual 2018-19	Adopted 2019-20		
Full Time:							
Captain		1.00	1.00	1.00	1.00		
Lieutenant		1.00	1.00	1.00	1.00		
Sergeants		7.00	7.00	7.00	7.00		
Detectives		5.00	5.00	5.00	5.00		
Deputies		37.00	37.00	37.00	37.00		
Secretary I		1.00	1.00	1.00	1.00		
Office Specialists		6.00	6.00	6.00	6.00		
Service Specialists		6.00	6.00	6.00	6.00		
Part Time:							
Sr. Office Assistant		0.50	0.30	0.30	0.30		
Total FTE's:		64.50	64.30	64.30	64.30		

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.

2018-19 HIGHLIGHTS

- Successfully Managed EMPG and HSGP Grants
- Attended specific training for Emergency Management
- ShakeOut/DSW drill- October 4
- Enhanced evacuation & earthquake drill procedures
- Held the Family Safety and Emergency Preparedness Fair
- Used grant funds for resources needed in the Emergency Operations Center

2019-20 GOALS AND OBJECTIVES

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



EMERGENCY PREPAREDNESS

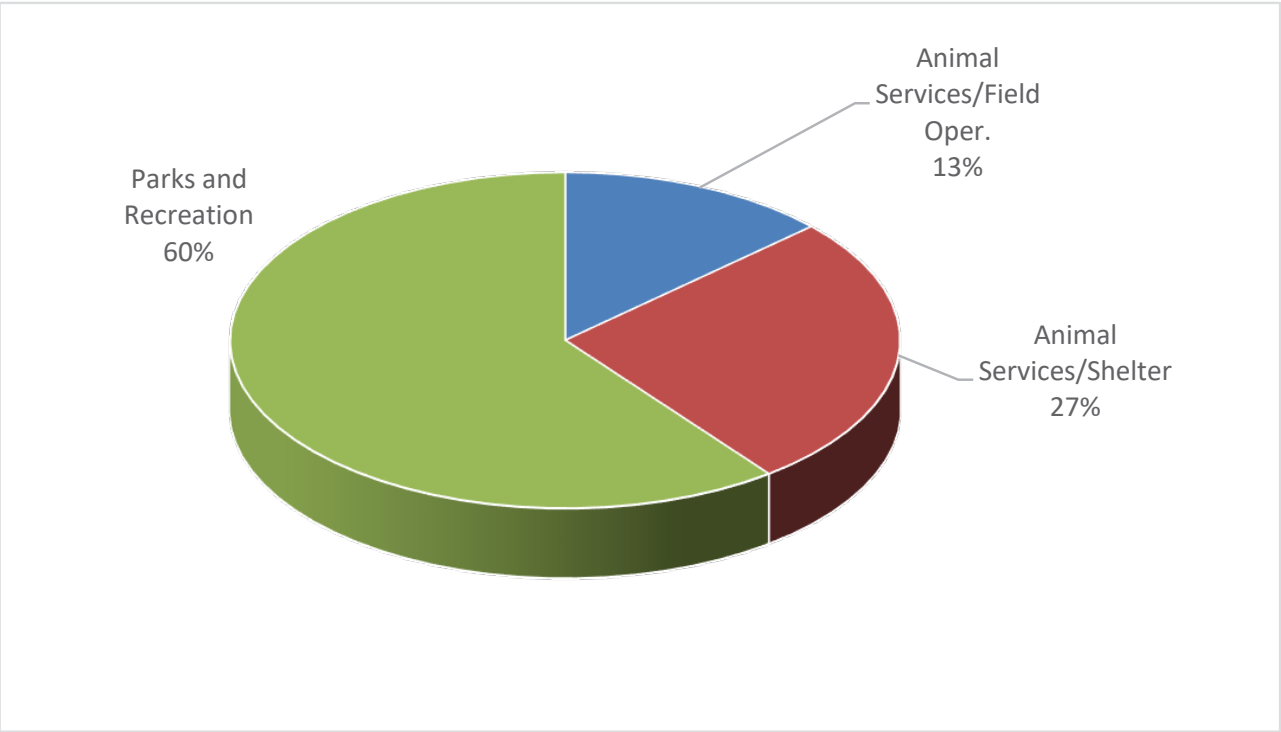
EMERGENCY PREPAREDNESS 1001-2020							
Code	Expenditure Classification	Actual Expense 2016-17	Actual Expense 2017-18	Amended Budget 2018-19	Estimated Expense 2018-19	% of Budget Expended	Adopted Budget 2019-20
Personnel Services							
7010	Salaries & Wages	82,092	86,412	99,921	126,462	126.6%	-
7020	Part-time Wages	16,686	19,540	1,781	240	13.5%	-
7025	Part-Time Sick Leave	81	203	-	83	0.0%	-
7110	Cafeteria Benefits	9,209	8,439	9,373	10,746	114.6%	-
7120	Deferred Comp	1,546	1,640	1,698	-	0.0%	-
7140	RHS	405	418	425	374	88.0%	-
7150	Medicare	1,522	1,634	1,547	1,852	119.7%	-
7160	PERS	20,936	25,255	12,366	19,481	157.5%	-
	Total Personnel	132,476	143,541	127,111	159,238	125.3%	-
Operations & Maintenance							
7229	Education & Training	2,943	2,477	1,500	-	0.0%	1,500
7229-500	Training Management	-	390	700	700	100.0%	700
7241	Meetings & Conferences	89	1,306	500	500	100.0%	500
7247	Memberships & Dues	140	95	75	75	100.0%	75
7265	Office Supplies	1,391	520	-	300	0.0%	300
7295-0109	Utilities: Phone, Internet, Cell Phones	557	765	750	750	100.0%	-
7330	Hardware/Software Supplies/Exp	-	411	20,267	20,267	100.0%	-
7350	Public Information	776	560	500	500	100.0%	500
9091	Vehicle Maintenance	3,498	-	-	-	0.0%	-
	Total Operations & Maint	9,393	6,523	24,292	23,092	95.1%	3,575
9999	Transfer Out - 2910	47,595	-	-	-	-	-
	Total Capital Expenditures	47,595	-	-	-	-	-
Department Total		189,464	150,064	151,403	182,330	120.4%	3,575
Personnel Schedule		Actual 2016-17	Actual 2017-18	Actual 2018-19	Adopted 2019-20		
Full Time:							
Emergency Services Officer		1.00	1.00	1.00	0.00		
Part Time:							
Sr. Office Assistant		0.50	0.67	0.60	0.00		
Total FTE's:		1.50	1.67	1.60	0.00		

PUBLIC SERVICES - ADMINISTRATION 1001-3010							
Code	Expenditure Classification	Actual Expense 2016-17	Actual Expense 2017-18	Amended Budget 2018-19	Estimated Expense 2018-19	% of Budget Expended	Adopted Budget 2019-20
Personnel Services							
7010	Salaries & Wages	182,771	85,909	-	3,399	0.0%	-
7110	Cafeteria Benefits	24,961	16,688	-	170	0.0%	-
7120	Deferred Comp	3,973	2,611	-	20	0.0%	-
7140	RHS	910	597	-	8	0.0%	-
7150	Medicare	2,857	1,849	-	50	0.0%	-
7160	PERS	27,593	27,041	-	188	0.0%	-
	Total Personnel	243,065	134,695	-	3,835	0.0%	-
Operations & Maintenance							
7229	Education & Training	-	-	-	-	0.0%	-
7241	Meetings & Conferences	77	-	-	-	0.0%	-
7253	Mileage	45	-	-	-	0.0%	-
7259	Misc	151	-	-	-	0.0%	-
7265	Office Supplies	59	-	-	-	0.0%	-
7277	Printing	13	-	-	-	0.0%	-
7289	Subscriptions	87	-	-	-	0.0%	-
7330	Hardware/Software Supplies	1,200	-	-	-	0.0%	-
9052	Gasoline, Diesel, Oil	-	-	-	-	0.0%	-
9091	Vehicle Maintenance	-	-	-	-	0.0%	-
	Total Operations & Maint	1,632	-	-	-	0.0%	-
	Department Total	244,697	134,695	-	3,835	0.0%	-

Personnel Schedule	Actual 2016-17	Actual 2017-18	Actual 2018-19	Adopted 2019-20
Full Time:				
Assistant Town Manager	0.00	0.00	0.00	0.00
Public Services Manager	0.50	0.25	0.00	0.00
Administrative Analyst II	1.00	1.00	0.00	0.00
Administrative Analyst I	0.00	0.00	0.00	0.00
Senior Office Assistant	1.00	0.00	0.00	0.00
Total FTE's:	2.50	1.25	0.00	0.00

2019/20 Public/Municipal Services Expenditures

Animal Services/Field Oper.	668,946
Animal Services/Shelter	1,346,584
Parks and Recreation	3,072,243
Total-Public Services	<u><u>\$5,087,773</u></u>



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

2019-20 PROGRAMMATIC CHANGES

The Animal Sheltering Agreement with the County of San Bernardino will provide a minimum guaranteed revenue of \$501,347 for animal sheltering services provided to the unincorporated Victorville High-Desert County Region in FY 2019-20. 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



The Power of Microchips



Foster Program Success



Clear the Shelter Events

- A family was in shock when they received a call from AVAS that their puppy, who had gone missing in Las Vegas four years ago had been found in Apple Valley CA. The power of microchip!
- Over 39,422 people visited the shelter in 2018
- Reese was a very frightened puppy when he arrived at AVAS. With the love and patience of his foster parent Reese received socialization and was able to find his forever home.
- Apple Valley Animal Services participated in the **Clear the Shelter Event Day** on August 18, 2018. AVAS did a total of **40 live releases** and had over **356 guests** sign in at the front desk
- 157 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

2019-2020 GOALS

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

FIELD SERVICES GOALS

- Canvas 1500 house to increase rabies and licensing compliance.
- Increase hours in the field patrolling for animals at large to address leash law violations.
- Decrease the total number of expired dog licenses by 50%.

SHELTERING SERVICES GOALS

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

2019-2020 OBJECTIVES

- Start working with the Franchise Tax Board to process and close out delinquent enforcement cases.

- Increase participation in the Regional Coalition to provide programs for partnering jurisdictions within the entire San Bernardino County area that increase positive outcomes for community animals.
- Collect and analyze all daily service log data to identify the types of calls AVAS Officers spend time in the field handling and identify proactive programs that can reduce the demand.
- Collect and analyze all daily service log data to calculate total hours AVAS Officers spend in the field proactively patrolling for animals at large.
- Collect and analyze all canvassing for animal rabies/licensing compliance data.
- Host the 14th 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 17-18	Goal FY 18-19	Estimated FY 18-19	Goal FY 19-20
Live Intakes - Cats	1790	1300	2000	N/A
Live Intakes - Dog	1995	2300	3000	N/A
Live Releases - Cats	480	500	450	40 % of Intake
Live Releases - Dogs	1417	1500	2000	80% of Intake
Euthanized - Cats	1240	1000	1000	<60% of Intake
Euthanized - Dogs	526	600	600	<20% of Intake
Dogs Licensed (AVAS Only)	10422	10500	10200	13000
Dog Licenses - Expired	16125	15100	15000	
Calls for Service	4764	3000	4200	
Houses Canvassed for Licensing & Rabies Compliance	3,037	1800	1500	1500
Bite Reports	118	10	100	
Rescue Agreements	157	165	160	200
Low-Cost Vaccination Clinics	6	6	6	8
Animals Microchipped	1706	2400	2100	100% of Live Release
Total Vaccines Administered	6908	3500	5180	100% of Live Release
Spay/Neuter Vouchers - Cats	200	250	200	
Spay/Neuter Vouchers - Dogs	300	150	300	

ANIMAL SERVICES - FIELD SERVICES 1001-2120							
Code	Expenditure Classification	Actual Expense 2016-17	Actual Expense 2017-18	Amended Budget 2018-19	Estimated Year End 2018-19	% of Budget Expended	Adopted Budget 2019-20
Personnel Services							
7010	Salaries & Wages	420,838	441,714	387,322	381,104	98.4%	384,076
7030	Wages Overtime	1,092	27	4,000	-	0.0%	-
7110	Cafeteria Benefits	63,179	56,785	60,247	51,622	85.7%	55,322
7120	Deferred Comp	2,193	2,413	-	-	0.0%	-
7140	RHS	1,955.94	1,889.96	1,903	1,728	90.8%	1,644
7150	Medicare	6,479	6,453	5,641	6,197	109.9%	4,793
7160	PERS	84,471	107,254	105,305	104,861	99.6%	110,581
7165	Auto Allowance	1,642	1,711	1,710	1,650	96.5%	1,710
	Total Personnel	581,852	618,247	566,128	547,162	96.6%	558,126
Operations & Maintenance							
7180	Uniform Expense	2,069	1,339	2,885	2,885	100.0%	2,885
7205	Advertising	-	-	200	200	100.0%	200
7223	Disposal Services	2,565	2,900	2,350	2,000	85.1%	2,350
7229	Education & Training	675	-	1,500	1,500	100.0%	1,500
7241	Meetings & Conferences	19	-	400	400	100.0%	400
7247	Memberships & Dues	419	382	535	535	100.0%	535
7253	Mileage Exp/Allowance	-	-	400	400	100.0%	400
7265	Office Supplies	571	694	1,000	750	75.0%	1,000
7277	Printing	1,569	1,271	2,000	2,000	100.0%	2,000
7289	Subscriptions	-	50	300	300	100.0%	300
7295	Utilities: Phones, Internet	3,436	4,541	3,800	4,500	118.4%	3,800
7295	Utilities: Electricity	12,417	13,023	11,400	11,500	100.9%	11,400
7295	Utilities: Natural Gas	3,474	2,268	2,500	2,500	100.0%	2,500
7295	Utilities: Water	1,906	2,111	1,800	1,800	100.0%	1,800
7330	Hardware/Software Supplies	2,816	5,281	2,000	2,000	100.0%	-
7360	Safety and security	265	1,028	425	425	100.0%	425
7370	Special Department Supplies	3,155	1,439	2,500	2,500	100.0%	2,500
7655	Building maintenance	1,120	3,327	2,450	2,450	100.0%	2,450
8940	Contracted Services	2,986	5,803	3,000	3,000	100.0%	3,000
8956	Drugs/Vaccinations	859	-	-	-	0.0%	-
8960	Emergency Vet Service	-	733	250	250	100.0%	250
8972	Legal Services	-	-	250	250	100.0%	250
8988	Spay/Neuter Program	28,873	25,244	38,000	38,000	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	21	480	2,000	2,000	100.0%	2,000
9026	Equipment Maintenance	19	761	750	750	100.0%	750
9052	Gasoline, Diesel and Oil	15,653	16,535	17,500	17,500	100.0%	17,500
9065	Leased Equipment	3,411	3,675	5,000	5,000	100.0%	-
9078	Safety Equipment	75	75	725	725	100.0%	725
9091	Vehicle Maintenance	6,191	9,255	7,000	10,000	142.9%	5,000
9120	Capital Equipment	11,419	-	-	-	0.0%	-
	Total Operations & Maint.	112,384	108,616	119,820	123,020	102.7%	110,820
	Department Total	694,235	726,863	685,948	670,182	97.70%	668,946

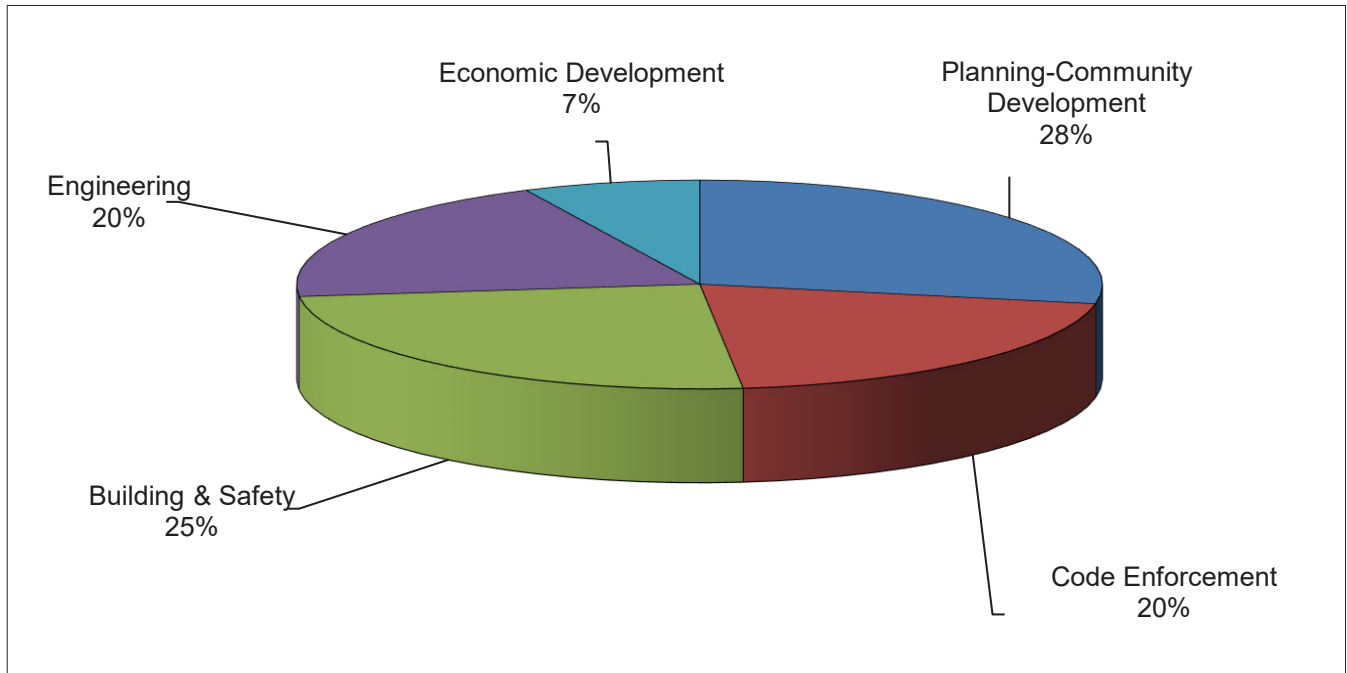
Personnel Schedule	Actual 2016-17	Actual 2017-18	Actual 2018-19	Adopted 2019-20
Full Time:				
Director of Animal Services	0.25	0.25	0.25	0.25
Animal Services Manager	0.00	0.00	0.00	0.00
Animal Services Supervisor	0.00	0.00	0.25	0.25
Sr. Animal Services Officer	2.00	2.00	2.00	2.00
Animal Services Administrative Secretary	0.25	0.25	0.00	0.00
Animal Services Officer II	1.00	2.00	2.00	2.00
Animal Services Officer I	2.00	0.00	0.00	0.00
Animal Services Technician	1.25	1.50	1.50	1.50
Total FTE's:	6.75	6.00	6.00	6.00

ANIMAL SERVICES - SHELTER 1001-2130							
Code	Expenditure Classification	Actual Expense 2016-17	Actual Expense 2017-18	Amended Budget 2018-19	Estimated Year End 2018-19	% of Budget Expended	Adopted Budget 2019-20
Personnel Services							
7010	Salaries & Wages	648,104	681,743	675,334	652,957	96.7%	681,431
7020	Wages Part-Time	66,551	85,620	104,101	80,792	77.6%	107,376
7025	Part-Time Sick Leave	1,187	2,020	500	1,690	338.0%	2,486
7030	Wages Overtime	1,420	274	1,500	63	4.2%	1,500
7110	Cafeteria Benefits	120,420	120,750	132,609	130,758	98.6%	135,345
7120	Deferred Comp	6,578	3,246	-	-	0.0%	-
7140	RHS	3,175	3,025	3,345	3,014	90.1%	3,407
7150	Medicare	10,699	10,546	11,376	12,025	105.7%	11,548
7160	PERS	87,500	131,261	149,906	130,643	87.1%	176,881
7165	Auto Allowance	4,927	2,425	5,130	4,950	96.5%	5,130
Total Personnel		950,561	1,040,908	1,083,801	1,016,892	93.8%	1,125,104
Operations & Maintenance							
7180	Uniform Expense	2,055	1,902	2,500	2,500	100.0%	2,500
7205	Advertising	381.46	-	200	200	100.0%	200
7223	Disposal Services	6,329	5,970	6,850	6,850	100.0%	6,850
7229	Education & Training	5,025	275	500	500	100.0%	500
7241	Meetings and Conferences	103	438	200	200	100.0%	200
7247	Memberships and Dues	369	270	500	500	100.0%	500
7253	Mileage Exp./Allowance	62	-	500	500	100.0%	500
7265	Office Supplies	2,459	2,318	2,000	2,000	100.0%	2,000
7277	Printing/Department Supplies	178	79	750	750	100.0%	750
7289	Subscriptions	165	50	400	400	100.0%	400
7295	Utilities: Phones, Internet	1,770	1,662	2,000	2,000	100.0%	1,000
7295	Utilities: Electricity	37,253	30,873	36,000	36,000	100.0%	36,000
7295	Utilities: Natural Gas	10,421	6,804	7,000	7,000	100.0%	7,000
7295	Utilities: Water Usage	5,719	4,471	4,600	4,600	100.0%	4,600
7305	Animal Food Supplies	690	494	750	750	100.0%	750
7330	Hardware/Software	1,500	3,380	1,500	1,500	100.0%	-
7360	Safety & Security	831	1,159	600	600	100.0%	600
7370	Special Department Supplies	7,678	8,229	9,000	9,000	100.0%	9,000
7655	Building Maintenance	17,884	16,627	14,500	14,500	100.0%	14,500
7755	Grounds Maintenance	2,487	925	2,500	2,500	100.0%	2,500
8940	Contracted Services	9,851	9,254	10,800	10,800	100.0%	10,800
8956	Drugs and Vaccinations	40,224	38,050	38,000	38,000	100.0%	38,000
8960	Veterinary Services	16,461	3,693	3,000	3,000	100.0%	3,000
8988	Adoption Spay / Neuter	83,558	75,764	70,000	70,000	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	15	-	200	200	100.0%	200
9026	Equipment Maintenance	6,683	2,903	750	750	100.0%	750
9052	Gasoline, Diesel, Oil	612	618	800	800	100.0%	800
9065	Leased Equipment	10,233	10,387	7,500	11,500	153.3%	-
9091	Vehicle Maintenance	222	-	800	800	100.0%	800
Total Operations & Maint.		277,618	232,996	231,480	235,480	101.7%	221,480
Department Total		1,228,179	1,273,904	1,315,281	1,252,372	95.2%	1,346,584

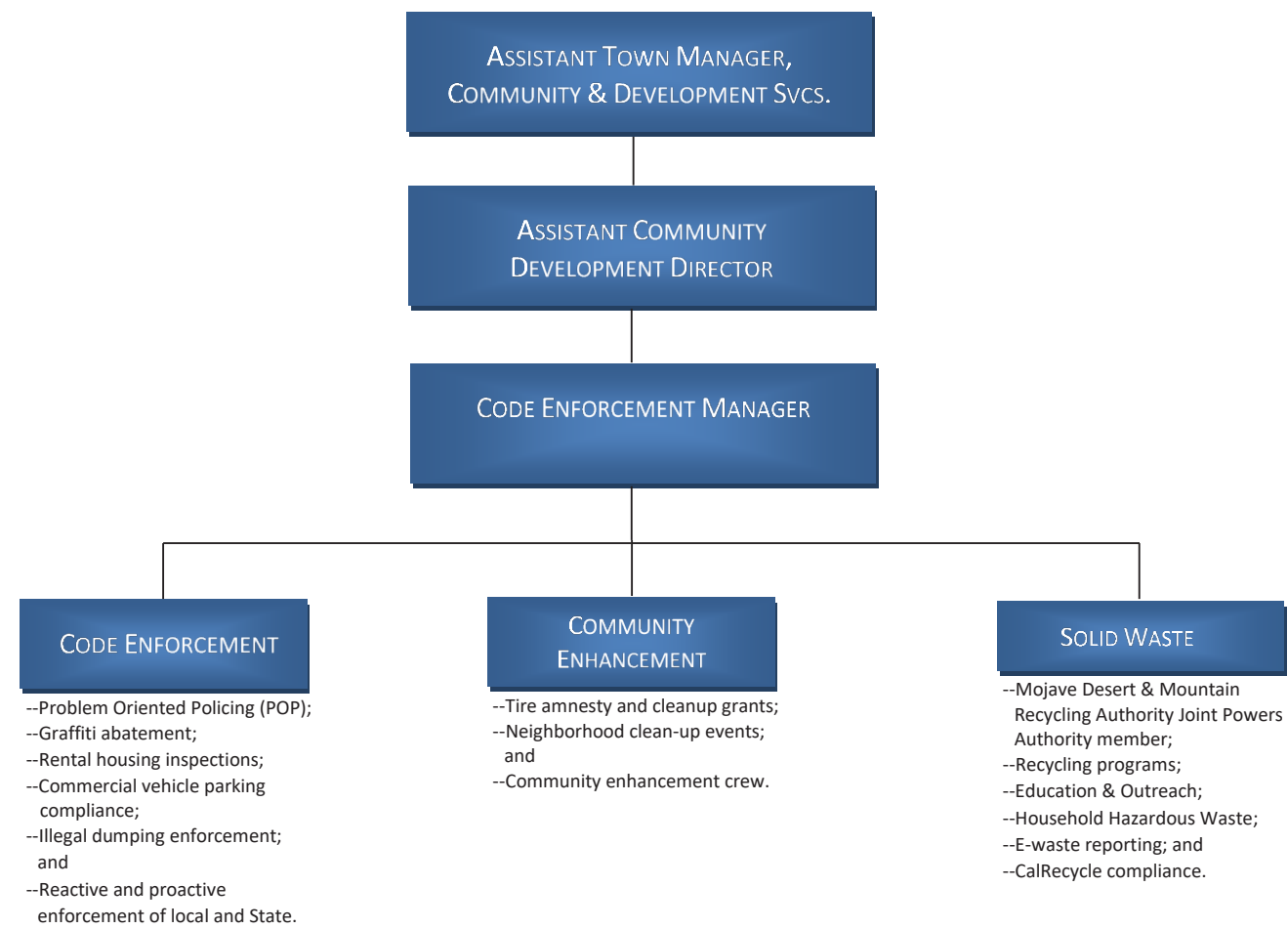
Code	Expenditure Classification	Actual Expense 2016-17	Actual Expense 2017-18	Amended Budget 2018-19	Estimated Year End 2018-19	% of Budget Expended	Adopted Budget 2019-20
Personnel Schedule		<u>Actual 2016-17</u>	<u>Actual 2017-18</u>	<u>Actual 2018-19</u>	<u>Adopted 2019-20</u>		
Full Time:							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

2019/20 Community/Economic Development Expenditures

Planning-Community Development	757,826
Code Enforcement	549,016
Building & Safety	671,799
Engineering	535,600
Economic Development	192,158
Total-Econ. & Community Development Services	<u><u>2,706,399</u></u>



COMMUNITY SERVICES



PROGRAM INFORMATION



The Code Enforcement Department serves the residents of the Town by ensuring compliance with all adopted Town codes and referenced State and Federal regulations, providing effective public contact and education, building cooperative partnerships throughout the community, and enforcing the law in an equitable and impartial

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

Code Enforcement will apply for several grants in fiscal year 2019-20 to assist in eliminating deteriorating conditions in the Town of Apple Valley. These grant funds will be used to provide residents with opportunities to dispose of their trash and waste tires for free. Additionally, the waste tire cleanup grant will enable personnel to remove illegally dumped tires from the right-of-way and public and private properties. Host neighborhood cleanup events throughout the town providing residents an opportunity to dispose of trash and debris for free.

2018-19 HIGHLIGHTS

- 1,884 cases were opened in 2018 with an average of 25 days to case completion.
- 520,000 pounds of trash was collected during community enhancement events
- 154,840 pounds of trash was removed from the Town by the community enhancement crew
- 5,399 waste tires were collected using the Tire Amnesty and Tire Clean-up grants



2019-20 GOALS AND OBJECTIVES

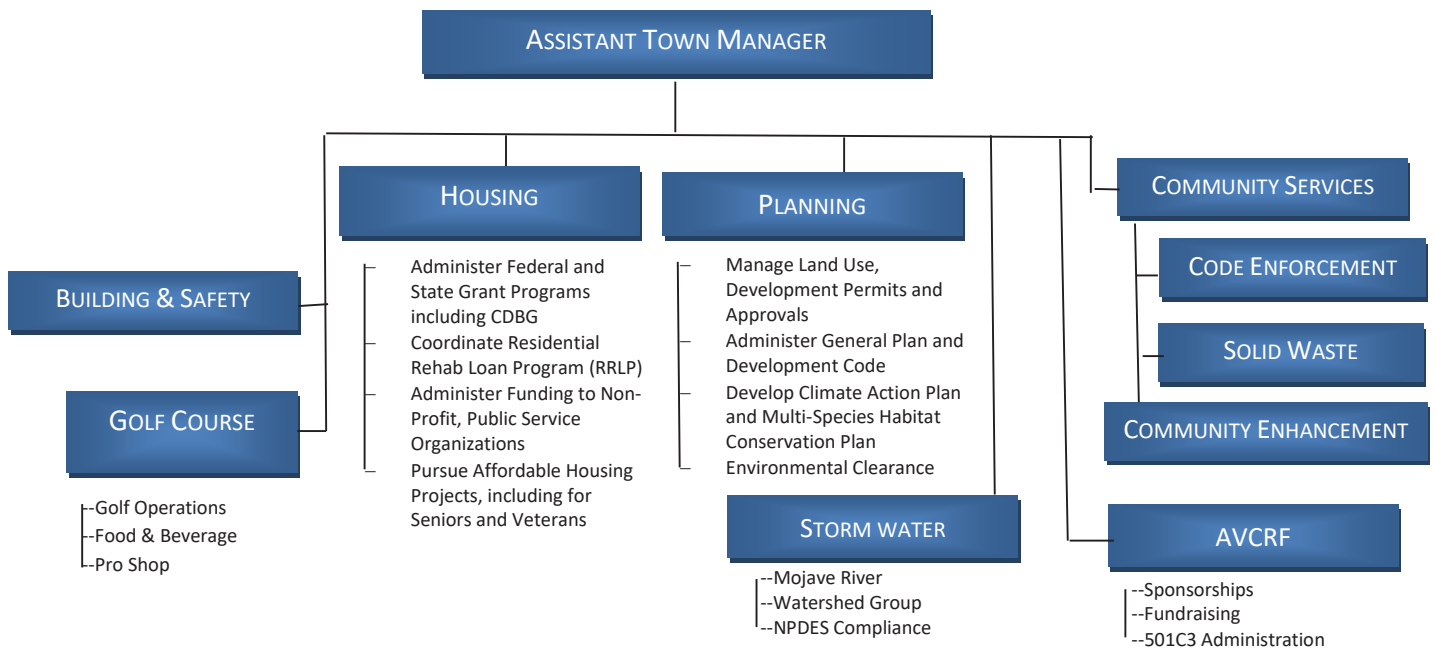
- Reduce deteriorating conditions
- Provide courteous, knowledgeable, and efficient customer service
- Increase community education and outreach
- Increase public education and outreach to residents of the Town
- Promote partnerships with the community, other agencies, and Town departments
- Maintain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



Department Performance Measures				
	Actual FY 16-17	Actual FY 17-18	Estimate FY 18-19	Goal FY 19-20
Increase number of proactive cases by 15%	-	-	-	938
Increase Problem Oriented Policing (POP) cases by 5%	130	130	100	105
Maintain average of fewer than 30 days to case closure	-	-	26	26
Increase participation from citizens by 10% at Community Enhancement Events.	979	1,000		
Increase recyclables collected at Community Enhancement Events by 10%. (tons)	13.47	13		
Increase debris collected during Community Enhancement Events by 5,000. (tons)	139	125		
Increase tires collected during Tire Amnesty Events by 10%	3,688	4,344		

CODE ENFORCEMENT 1001-3110							
Code	Expenditure Classification	Actual Expense 2016-17	Actual Expense 2017-18	Amended Budget 2018-19	Estimated Year End 2018-19	% of Budget Expended	Adopted Budget 2019-20
Personnel Services							
7010	Salaries & Wages	596,985	560,888	500,049	471,970	94.4%	319,445
7020	Wages Part-Time	23,297	29,587	50,668	48,664	96.0%	-
7025	Part-Time Sick Leave	-	134	-	269	0.0%	-
7030	Wage Overtime	1,700	1,016	2,000	849	42.5%	-
7110	Cafeteria Benefits	85,146	76,680	56,471	46,637	82.6%	38,693
7120	Deferred Comp	2,544	3,664	-	-	0.0%	-
7140	RHS	2,732	2,743	1,915	1,940	101.3%	1,580
7150	Medicare	9,168	8,780	7,990	7,548	94.5%	4,588
7160	PERS	89,765	129,464	128,789	117,443	91.2%	71,289
7165	Auto Allowance	328	1,453	342	396	115.8%	431
	Transfer in from CDBG	-	-	-	-	0.0%	-
	Total Personnel	811,666	814,409	748,224	695,716	93.0%	436,026
Operations & Maintenance							
7180	Uniform Expenses	3,435	2,936	2,500	1,044	41.8%	3,000
7205	Advertising	-	-	-	-	0.0%	1,000
7229	Education & Training	3,115	3,290	600	58	9.7%	6,000
7241	Meetings & conferences	109	807	250	24	9.6%	450
7247	Membership & dues	-	-	1,000	1,350	0.0%	800
7253	Mileage Exp/Allowance	-	110	-	-	-	-
7265	Office Supplies	554	282	500	65	13.0%	800
7277	Printing	169	1,395	500	506	101.2%	1,500
7289	Subscriptions	1,500	1,524	1,500	1,300	86.7%	-
7295-0109	Utilities: Phones	5,654	7,042	7,000	5,733	81.9%	4,640
7325	Graffiti Supplies & Removal costs	28,585	19,937	24,000	21,888	91.2%	24,000
7330	Hardware/Software Supplies	469	5,532	800	6,553	819.1%	-
7350	Public Information	836	-	-	485	0.0%	1,000
7370	Special Dept Supplies/Exp	918	937	800	77	9.6%	800
7970	Small Tools	490	428	400	162	40.5%	500
8940	Contracted Services	36,226	25,205	40,000	37,999	95.0%	37,500
9026	Equipment Maintenance	135	304	800	-	0.0%	1,000
9052	Gasoline, Diesel, oil	14,276	14,821	15,000	13,897	92.6%	15,000
9065	Leased Equipment	1,649	1,867	1,800	1,445	80.3%	-
9091	Vehicle Maintenance	10,802	9,823	20,000	11,178	55.9%	15,000
	Total Operations & Maintenance	108,921	96,239	117,450	103,764	88.3%	112,990
	Department Total	920,586	910,649	865,674	799,480	92.4%	549,016
Personnel Schedule			Actual 2016-17	Actual 2017-18	Actual 2018-19	Adopted 2019-20	
Full Time:							
	Assistant Town Manager		0.05	0.40	0.05	0.05	
	Assistant Director Com. Dev.		0.00	0.40	0.45	0.25	
	Code Enforcement Manager		1.00	0.00	1.00	0.70	
	Code Enforcement Supervisor		0.00	1.00	0.00	0.00	
	Executive Secretary		0.03	0.00	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	2.80	
	Code Enforcement Officer I		1.00	1.00	1.00	0.70	
	Code Enforcement Technician		2.00	1.00	0.00	0.70	
Part Time:							
	Community Enhancement Officer		0.50	0.50	0.50	0.00	
	Code Enforcement Technician		0.00	0.00	0.50	0.00	
	Total FTE's:		9.58	8.30	7.50	5.20	

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 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.

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 2019-20

Planning: The final draft of the MSCHP was submitted to the California Department of Fish and Wildlife and the US Fish and Wildlife Agencies for final review in October 2018. It is anticipated that the final version of the MSHCP will be approved by the agencies this fiscal year, after a lengthy drafting process. Completion of the Town's MSHCP will allow the Town to administer the permitting of the Endangered Species Act, which will conserve the desert environment while allowing the Town to maintain local control of future development as provided within the Town's General Plan. **Housing:** The Annual Action Plan continue to be areas of focus, which 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) a Blight and Slum Elimination Program, to focus on home and neighborhood improvements, including ADA accessibility; and, 3) CDBG funded projects at James Woody Park are also planned for this fiscal year. **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 and management contract are overseen by the Community Development Department.



2018-19 HIGHLIGHTS

- Completed the final draft of the Multi-Species Habitat Conservation Plan/Natural Communities Conservation Plan and submitted it to USFWS and CDFW
- Oversaw permit issuance and inspections of a 1.3 million square foot distribution center in the North Apple Valley Industrial Specific Plan
- Provided home rehab assistance to 22 low-income individuals and families
- Administered three capital improvement/economic development projects
- Funded 10 non-profit agencies who serve residents in need with sheltering, food, clothing, necessary supplies, counseling and guidance
- Monitoring and servicing of approximately 254 outstanding housing loans, estimated at \$6.2 million dollars.
- Conducted community workshops to provide education and awareness regarding housing
- Completed a cost/revenue study of all planning fees.
- Annexed 1,365 acres adjacent to the I-15 freeway in North Apple Valley.
- Conducted Joint workshops with the Town Council and Planning Commission to identify updates and changes in the Development Code necessary to encourage development.

2019-20 GOALS AND OBJECTIVES

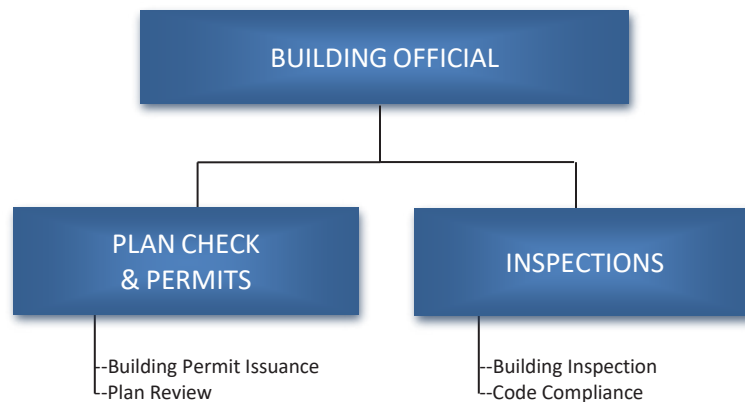
- Obtain agency approval of the Multi-Species Habitat Conservation Plan/ Natural Communities Conservation Plan and receive permits from USFWS and CDFW.
- Implement the modifications to the Planning Fees resulting from the completed 2019 Fee Study.
- Continue to improve service that is prompt and professional 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 comprehensive review.
- Identify funding opportunities and development strategies for a park near the trail accessing the Hilltop House.
- Complete the remainder of the “Golden Triangle” Annexation of approximately 1,410 west of Dale Evans Parkway.
- Continue to promote revenue opportunities for Wireless Cell Tower locations on Town owned property.



Department Workload Indicators			
	Actual FY 18-19	Goal FY 19-20	Estimated FY 19-20
Number of meetings staff conducted Development Advisory Board	9	n/a	20
Number of entitlements/permits processed	249	n/a	240
Provide 0% deferred payment loans to low-income homeowners for the purpose of making repairs to their homes	22	25	25
Help fund shelter services for homeless persons	94	100	100
Provide clothing kits to low income school children	340	400	400
Provide shelter & outreach services to victims of domestic violence	26	50	50
Provide at risk youth with an after school literacy program	25	20	20
Department Performance Measures			
	Actual FY 18-19	Goal FY 19-20	Estimated FY 19-20
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%	90%	80%
Provide loan payoff/reconveyances and refinance subordination services for existing housing loans within 15 days of request	100%	100%	100%
Sponsor money raised (S.A.V.E.)	\$30,000	\$60,000	\$60,000



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.

2018-19 HIGHLIGHTS

- Provided International Code Council, training seminars.
- Issued 105 Certificates of Occupancy.
- The Big Lots Distribution Center nears completion.
- The Tractor Supply Plans were approved and construction nears completion.
- 39 commercial tenant improvement permits issued.
- 417 residential photovoltaic permits issued.
- Issued over 2,316 permits comprised of but not limited to re-roofing, septic installations, pools, room additions, patios, accessory structures etc.
- Staff obtained 10 additional technical certifications demonstrating their experience and growth.

2019-20 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.

Department Workload Indicators.				
	Actual FY 17-18	Goal FY 17-18	Estimated FY 18-19	Goal FY 19-20
Express Plan Checks	372	274	404	410
Total Number of Plan Checks	1086	1232	1064	1080
New Single Family Residence Permits	87	152	72	73
Total Applications Received	3030	3360	3072	3118
Number of Inspections Per Day	28	28	28	28
Total Number of Inspections	7073	6000	6660	6760
Certificates Of Occupancy Issued	121	111	105	108



Department Performance Measures				
	Actual FY 17-18	Goal FY 18-19	Estimated FY 18-19	Goal FY 19-20
% Increase of Express Plan Check Total Plan Checks	5%	5%	3%	1.5%
% of Residential Plan Check < 5 days	99%	99%	99%	99%
% Commercial Plan Check < 10 days	99%	99%	98%	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%
Number of Departmental Certifications	7	5	10	5
Training per person: Technical, Safety, Administrative & Mentoring	30hr	92hr	92hr	92hr



BUILDING & SAFETY 1001-4010							
Code	Expenditure Classification	Actual Expense 2016-17	Actual Expense 2017-18	Amended Budget 2018-19	Estimated Expense 2018-19	% of Budget Expended	Proposed Budget 2019-20
	Operations & Maintenance						
7247	Memberships & Dues	-	-	215	250	116.3%	215
7265	Office Supplies	544	325	675	675	100.0%	675
7277	Printing	1,231	1,473	1,425	1,425	100.0%	1,425
8932	Building & Safety Contractor	646,811	771,607	762,200	659,590	86.5%	669,484
	Total Operations & Maint.	648,586	773,405	764,515	661,940	86.6%	671,799
	Department Total	648,586	773,405	764,515	661,940	86.6%	671,799

* Staffing level determined by demand for services.

PLANNING-COMMUNITY DEVELOPMENT 1001-4610						
Code	Expenditure Classification	Actual Expense 2016-17	Actual Expense 2017-18	Amended Budget 2018-19	Estimated Expense 2018-19	% of Budget Expended 2019-20
Personnel Services						
7010	Salaries & Wages	489,931	288,244	301,061	390,317	129.6%
7020	Wages, Part-time	4,200	7,000	12,000	7,100	59.2%
7110	Cafeteria Benefits	43,061	31,821	41,875	36,221	86.5%
7120	Deferred Comp	14,993	8,524	-	-	0.0%
7140	RHS	2,170	1,371	2,099	1,741	82.9%
7150	Medicare	7,185	4,252	6,408	5,290	82.6%
7160	PERS	65,651	73,011	103,934	134,698	129.6%
7165	Auto Allowance	5,255	2,120	6,156	2,603	42.3%
	Total Personnel	632,447	416,344	473,533	577,970	122.1%
Operations & Maintenance						
7205	Advertising	4,365	5,685	4,000	4,000	100.0%
7229	Education & Training	740	430	500	500	100.0%
7241	Meetings & Conferences	2,695	6,024	1,500	3,000	200.0%
7247	Memberships & Dues	1,450	2,443	1,500	1,500	100.0%
7253	Mileage	49	204	500	500	100.0%
7265	Office Supplies	562	1,052	1,500	1,500	100.0%
7277	Printing	55	-	-	-	0.0%
7289	Subscriptions	634	-	1,000	1,000	100.0%
8940	Contracted Services	78,896	223,335	200,800	161,000	80.2%
8968	Filing Fees	-	2,381	1,000	1,000	100.0%
	Total Operations & Maint.	89,446	241,553	212,300	174,000	82.0%
	Department Total	721,893	657,897	685,833	751,970	109.6%
Personnel Schedule						
		<u>Actual 2016-17</u>	<u>Actual 2017-18</u>	<u>Actual 2018-19</u>	<u>Adopted 2019-20</u>	
	Full Time:					
	Assistant Town Manager	0.80	0.50	0.90	0.65	
	Asst Director of Community Dev.	0.00	0.60	0.55	0.50	
	Principal Planner	1.00	0.00	0.00	0.00	
	Senior Planner	1.00	0.50	0.00	0.00	
	Associate Planner	1.00	0.50	1.00	1.00	
	Executive Secretary	0.90	0.75	1.00	0.50	
	Program Assistant	0.40	0.00	0.00	0.00	
	Part Time:					
	Planning Commissioners	1.25	1.25	1.25	1.25	
	Total FTE's:	6.35	4.10	4.70	3.90	

ECONOMIC DEVELOPMENT



- Support Local and Small Businesses
- Attract New Commercial and Industrial Companies
- Promote and Brand Apple Valley

DESCRIPTION

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



Development of Big Lots Distribution Center

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

Staff works to solidify Apple Valley as a pro-business community by serving as a liaison between private and public agencies during a project's due diligence phase. During this stage, staff also provides feasibility studies, market reports and property data to assist a firm's site selection analysis. During the predevelopment design phase, staff advocates for a transparent and streamlined application of land use and development standards. Economic Development staff continues to support businesses throughout their operations in Apple Valley 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 2019-20

Economic Development staff will continue to 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 and Small Business ADA Accessibility Improvement Grant Program, the Shop Apple Valley campaign, and more.

2018-19 HIGHLIGHTS

- Big Lots continues development of 1.3 million sq. ft. distribution center
- Tractor Supply Company store breaks ground at Bear Valley and Braeburn Street
- Corky's Kitchen and Bakery to locate to former Johnnie D's restaurant space, to open in late 2019
- Welcomed openings for Pasco's Pizza, Los Alazanes and more
- Helped lead regional Opportunity High Desert (OHD) marketing partnership
- Launched marketing piece to highlight "Source Local" business-to-business collaborations
- 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, IAMC, ICSC, CBC Real Estate Symposium
- Served as board member or liaison to Team California and AV Village PBID Association



2019-20 GOALS AND OBJECTIVES

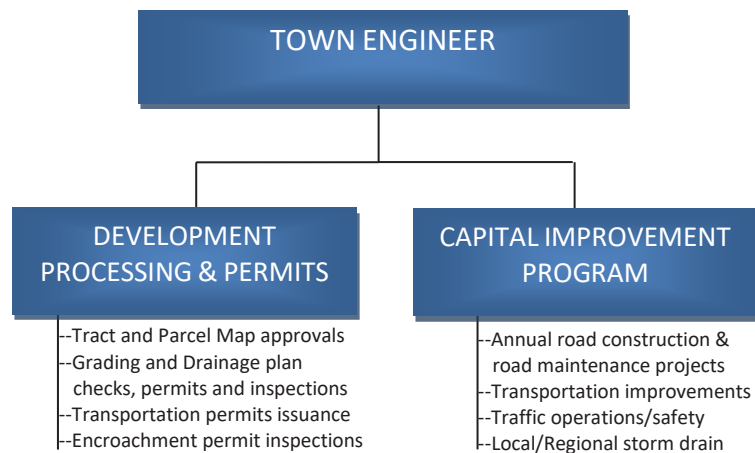
- Promote Apple Valley as a proven location for business development and cost-effective alternative to Inland Empire and other areas
- Expand Small Business Loan/Grant Programs
- Secure partners to develop Entrepreneurs Incubator Program
- Cultivate relationships with site selectors, commercial real 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 businesses through resource connections, including Shop Local campaign
- 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	Actual FY17-18	Estimated FY18-19	Goal FY19-20
Shop Local Business Spotlights		40	40	40	
Business Attraction Meetings and Site Tours		50	38	22	25
Media Placements in Industry Publications		12	15	15	15
Industry Conferences and Tradeshows		5	5	5	7
Create New Initiative, Program or Service		2	1	1	1
Economic Development Boards/Committees		4	3	2	1
Speaking Engagements		5	5	12	7
Fund Apple Seed Small Business Loans		1	0	0	3
Distribute eNewsletter or Press Releases		1	4	5	7

ECONOMIC DEVELOPMENT 1001-4310						
Code	Revenue Classification	Actual Expense 2016-17	Actual Expense 2017-18	Amended Budget 2018-19	Estimated Expense 2018-19	% of Budget Expended Adopted Budget 2019-20
Personnel Services						
7010	Salaries & Wages	-	-	47,370	50,352	106.3%
7020	Wages Part-Time	6,305	-	-	-	0.0%
7025	Part-Time Sick Leave	-	-	-	-	0.0%
7110	Cafeteria Benefits	-	-	7,071	6,656	94.1%
7120	Deferred Comp	-	-	-	-	0.0%
7140	RHS	-	-	231	234	101.3%
7150	Medicare	91	-	687	744	108.3%
7160	PERS	140	-	13,034	13,854	106.3%
7170	Direct Loan Costs	-	-	-	-	-
Total Personnel		6,536		68,393	71,840	105.0%
Operations & Maintenance						
7205	Advertising	28,193	20,569	19,250	19,250	100%
7229	Education & Training	8,274	1,065	1,000	1,000	100%
7241	Meetings & Conferences	3,662	1,608	3,000	3,000	100%
7247	Memberships & Dues	4,875	4,795	5,875	5,875	100%
7253	Mileage	904	564	2,000	2,000	100%
7259	Miscellaneous	120	-	-	-	0%
7265	Office Supplies	124	212	250	250	100%
7271	Postage	805	188	2,000	2,000	100%
7277	Printing	2,118	1,101	6,000	6,000	100%
7289	Subscriptions	4,330	5,291	1,200	1,200	100%
7330	Hardware/Software	212	-	500	500	100%
7515	Marketing	4,936	1,097	6,000	6,000	100%
7584	Sponsorships	2,950	2,000	9,000	9,000	100%
7640	Events & Tradeshow	18,998	5,100	28,000	28,000	100%
8940	Contracted Services	11,908	8,282	13,400	13,400	100%
Total Operations and Maintenance		92,410	51,871	97,475	97,475	100%
Department Total		98,946	51,871	165,868	169,315	102%
Personnel Schedule						
		Actual 2016-17	Actual 2017-18	Actual 2018-19	Adopted 2019-20	
Full Time:						
Assistant Director Economic Development & Housing		0.00	0.00	0.00	0.15	
Administrative Secretary		0.00	0.00	0.75	0.75	
Part Time:						
Program Assistant		0.50	0.00	0.00	0.00	
Total FTE's:		0.50	0.00	0.75	0.90	

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.



2018-19 ACCOMPLISHMENTS

- **Road Resurfacing Projects:** Resurfaced 70 miles of local roadways and bus routes as identified in the Pavement Management System (PMS) extending the life of the streets.
- **Apple Valley Village Accessibility Project:** Reconstructed John Glenn Road and constructed new sidewalk along the John Glenn and Powhattan Roads Creating an accessible path to the Village.
- **Bear Valley Road Bus Stop Improvement Project:** Constructed a new VVTA bus turnout on Bear Valley Road between Kiowa Road and Snapping Turtle Road and closed the existing sidewalk gap improving pedestrian accessibility.
- **Hitt Road Drainage Improvements:** Reconstructed the drainage channel at the intersection of Hitt Road and Outer Highway 18 South.
- **Apple Valley Village SR18 Corridor Enhancement Plan:** Completed a comprehensive preliminary design of the Town's original business district along Highway 18 from Navajo Road to Central Road.
- **Drywell and Drainage Improvements:** Installed drywells at critical locations throughout town and constructed drainage improvements in the Vineyards tract.
- Installed **Detectable Warning Surfaces** on 65 existing ADA ramps bringing them to current standards.

- **Apple Valley South Safe Routes to School:** Completed design and began preparation for construction of access improvements adjacent to Apple Valley High School, Sandia Academy, and Mariana Academy.
- **Bear Valley Road Commercial Corridor Signal Improvements:** Upgraded the existing signal cabinets along the corridor to include installation of GPS time sources at each cabinet.

2019-20 GOALS AND OBJECTIVES

- **Apple Valley Desert Water Reuse Project:** Install connecting pipelines from the Apple Valley Water Reclamation Plant bringing clean, recycled water suitable for irrigation and groundwater recharge to Brewster Park, Civic Center Park, Thunderbird Park and the Apple Valley Golf Course. New water tanks will be built at Brewster and Civic Center Parks.
- **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. Construction is expected to start in the Spring of 2020.
- **Bear Valley Bridge:** Continue to work with consultant to obtain environmental and Right-of-way certification from Caltrans and finalize the plans for the bridge rehabilitation and widening.

- **Apple Valley Safe Routes to School Sidewalk Improvements:** Complete plans and specifications to close sidewalk gaps leading to the Rio Vista School of Applied Learning, Phoenix Academy, and Yucca Loma Elementary School.
- **Bear Valley Road Intersection Improvements:** Complete the design of improvements along Bear Valley Road at Kiowa and Navajo Roads.
- **Paving Priorities:** Conduct Town-wide resurfacing based on the Town's Pavement Management System (PMS) prioritizing local roads.
- Serve as the **Flood Plain Administrator**, working with FEMA to manage storm related public hazards within our community.
- **High Desert Corridor:** Continue to pursue the future development of the High Desert Corridor with Caltrans District 7 & 8, Los Angeles and San Bernardino Counties, SBCTA and Los Angeles Metro, including environmental clearance, approval, design and anticipated construction.

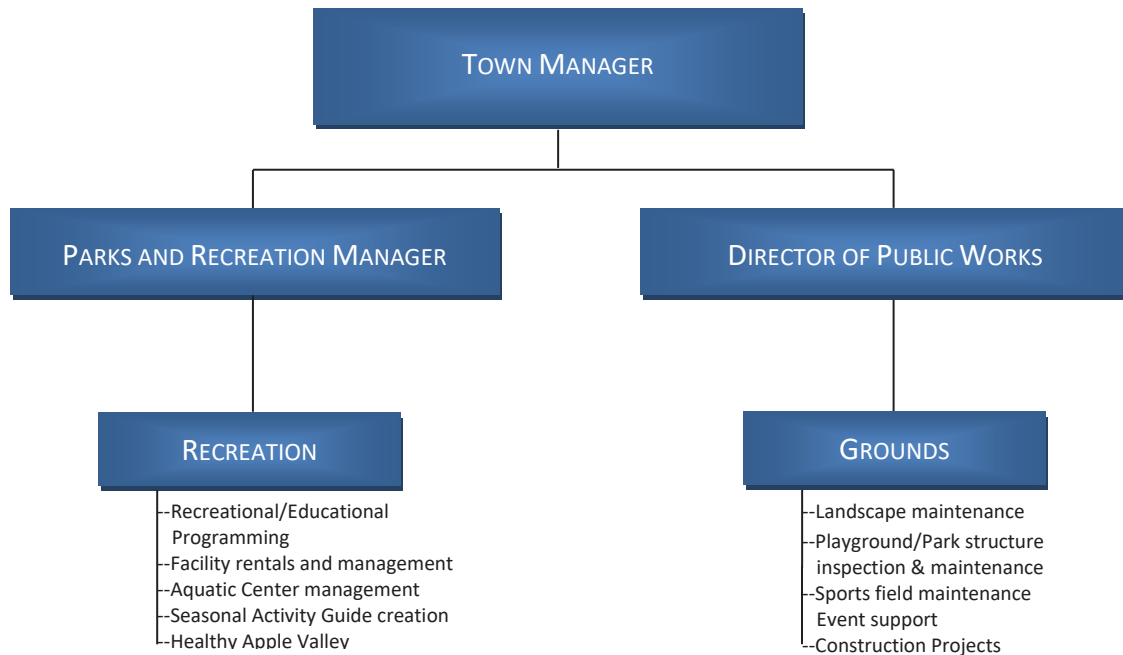


Department Workload Indicators			
	Goal FY 18-19	Actual FY 18-19	Goal FY 19-20
1. Capital Improvement Projects Construction completed	3	7	4
2. Design CIPS completed	3	5	3
3. Planning Projects reviewed and conditioned	100	101	100
4. Grading Plans reviewed and approved	100	154	100
5. Improvement Plans reviewed and approved	15	14	15
6. Parcel and Tract Maps reviewed and approved	5	5	5
7. Encroachment Permits processed	600	720	600
8. CRM (Citizen Response Management) requests processed	70	78	70
9. Traffic Collisions Data Reports recorded in database	450	395	425
10. Traffic Surveys performed	5	2	5
Department Performance Measures			
	Goal FY 18-19	Actual FY 18-19	Goal FY 19-20
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%	98%	100%
5. Improvement Plans processed within allotted time*	100%	98%	100%
6. Parcel and Tract Maps processed within allotted time*	100%	99%	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

ENGINEERING 1001-4410						
Code	Expenditure Classification	Actual Expense 2015-16	Actual Expense 2017-18	Amended Budget 2018-19	Estimated Expense 2018-19	% of Budget Expended Adopted Budget 2019-20
	Operations & Maintenance					
7205	Advertisiting	-	80	-	-	0.0%
7241	Meetings & conferences	13	-	-	-	0.0%
7265	Office Supplies	40	109	300	300	100.0%
7277	Printing	199	137	300	300	100.0%
8964	Engineering Contractor	530,921	555,909	535,000	535,000	100.0%
	Total Operations & Maint.	531,173	556,236	535,600	535,600	100.0%
	Department Total	531,173	556,236	535,600	535,600	100.0%

PARKS AND RECREATION



DEPARTMENT DESCRIPTION

Grounds: The Division is responsible for all landscaping, turf management, sports field maintenance and small improvement projects in the Town's 11 parks and 139 acres of developed land. The Division is also responsible to maintain and ensure that all playground and recreation use areas in the parks are safe as well as all other amenities such as our dog park. Lastly, the Division is responsible for event support for many of the various departments throughout the Town. Management of this Division became a function under the Public Works umbrella in 2013. 2019-20 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. 2019-20 FTEs – 29.51

2019-2020 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 2019-20 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.

2018-2019 HIGHLIGHTS

- Started a new marketing plan for the Apple Valley Conference Center
- 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.
- Installed new or replaced concrete pad at James Woody Park-Field #1 and concrete walkways around the front playground.
- Repaired the outdoor basketball court at Brewster Park.

2019-20 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.

- Install a new restroom at James Woody Community Center
- 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.
- Increase marketing and attendance at Aquatic Center.
- Enhance and Increase activities at special events

Department Workload Indicators – Parks and Recreation

	Actual FY 16-17	Actual FY 17-18	Estimated FY 18-19	Goal FY 19-20
Aquatic Center(AC) participants	75,413	72,500	75,000	75,000
Volunteer hours donated	4,411.5	4,500	6,000	6,000
After School participants	6608	7,594	8,100	8,100
Park and Facility Rentals	11512	12,000	12,000	12,000
Number of participants responding to Customer service surveys	445	500	600	600

Department Performance Measures – Parks and Recreation

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

PARKS & RECREATION - GROUNDS 1001-6190							
Code	Expenditure Classification	Actual Expense 2016-17	Actual Expense 2017-18	Amended Budget 2018-19	Estimated Expense 2018-19	% of Budget Expended	Adopted Budget 2019-20
	7010 Salaries & Wages	296,093	357,978	327,652	286,230	87.4%	293,851
	7020 Wages Part-Time	53,426	48,353	62,761	42,632	67.9%	103,335
	7025 Part-Time Sick Leave	598	775	-	552	0.0%	-
	7030 Wages Overtime	1,982	4,934	-	3,340	0.0%	-
	7110 Cafeteria Benefits	57,912	71,606	72,644	59,369	81.7%	68,510
	7120 Deferred Comp	3,384	3,224	-	-	0.0%	-
	7140 RHS	1,449	1,599	1,634	1,358	83.1%	1,469
	7150 Medicare	5,305	5,883	5,542	4,984	89.9%	5,759
	7160 PERS	8,471	47,256	42,060	36,766	87.4%	35,876
	Total Personnel	428,620	541,609	512,293	435,231	85.0%	508,800
	7180 Uniforms	3,439	3,944	5,000	5,000	100.0%	5,000
	7223 Disposal Services	12,475	12,913	13,675	13,774	100.7%	12,000
	7229 Education & Training	90	2,139	700	-	0.0%	2,000
	7241 Meetings & Conferences	347	286	-	-	0.0%	500
	7247 Memberships & Dues	105	72	150	-	0.0%	500
	7259 Misc Costs	398	-	100	100	100.0%	100
	7265 Office Supplies	12	70	39	39	100.0%	-
	7295-0109 Utilities - Phones	7,370	8,281	6,000	7,200	120.0%	7,200
	7295-0847 Utilities - Electricity	30,686	39,530	29,500	36,800	124.7%	36,800
	7295-0848 Utilities - Natural Gas	-	624	-	-	0.0%	-
	7295-0849 Utilities - Water	715,786	745,932	582,718	677,418	116.3%	677,050
	7310 Assessment District Costs	1,939	1,939	2,000	2,037	101.9%	2,000
	7360 Safety & Security	1,398	637	450	450	100.0%	450
	7367 Signing	282	405	360	360	100.0%	360
	7383 Vandalism Repairs	402	160	2,610	2,710	103.8%	2,580
	7655 Building Maintenance	-	77	450	450	100.0%	450
	7755 Grounds Maintenance	94,701	53,582	37,620	39,270	104.4%	44,150
	7755-1080 Ground Maintenance	-	5,000	-	-	0.0%	-
	7760-2000 Playground Maintenance	4,024	2,336	9,450	9,450	100.0%	7,155
	7765-1000 Sports Field Maintenance	2,848	2,749	5,850	5,850	100.0%	5,850
	7770 Sports Field Light Maintenance	2,931	1,098	3,900	3,900	100.0%	3,900
	7775 Sports Field Lighting Usage	5,405	5,456	12,500	12,500	100.0%	12,500
	7780 Irrigation Supplies	60,284	76,196	14,085	55,020	390.6%	22,000
	7970 Small tools	5,170	3,920	3,600	3,600	100.0%	3,600
	8940 Contract Services	1,743	1,063	4,500	-	0.0%	-
	9013 Communications Equip	1,291	-	-	-	0.0%	-
	9026 Equipment Maintenance	8,477	9,557	13,500	13,500	100.0%	13,500
	9039 Equipment Rental	-	264	2,070	2,155	104.1%	2,055
	9052 Gasoline, Diesel, Oil	34,476	36,276	45,000	45,000	100.0%	45,000
	9078 Safety Equipment	1,219	765	1,350	1,350	100.0%	1,350
	9091 Vehicle Maintenance	10,792	7,771	11,700	11,700	100.0%	11,700
	9120 Capital Outlay	-	3,089	17,000	17,000	100.0%	7,000
	9999 Administrative Overhead	448,842	-	-	-	0.0%	-
	Total Operations & Maint.	1,456,930	1,026,132	825,877	966,632	117.0%	926,750
	Department Total	1,885,550	1,567,742	1,338,170	1,401,863	104.8%	1,435,550
	Personnel Schedule		Actual 2016-17	Actual 2017-18	Actual 2018-19	Adopted 2019-20	
	Full Time:						
	Public Works Supervisor		0.00	0.00	0.69	0.69	
	Ground Services Worker III		0.93	0.93	0.93	0.92	
	Ground Services Worker II		2.67	2.67	2.67	2.67	
	Ground Services Worker I		3.00	3.00	3.00	3.00	
	Part Time:						
	Grounds Services Aides		3.96	3.96	3.96	4.16	
	Total FTE's:		10.56	10.56	11.25	11.44	

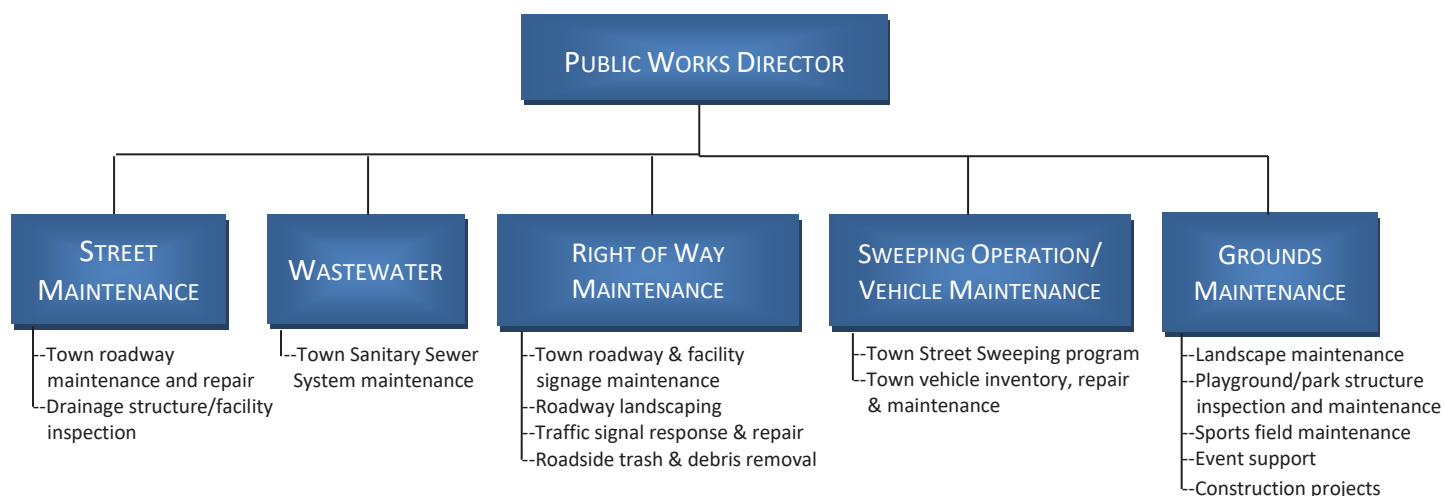
PARKS & RECREATION - AQUATIC CENTER 1001-6640						
Code	Expenditure Classification	Actual Expense 2016-17	Actual Expense 2017-18	Amended Budget 2018-19	Estimated Expense 2018-19	% of Budget Expended 2019-20
Personnel Services						
7010	Salaries & Wages	92,929	96,829	91,492	80,339	87.8%
7020	Wages Part-Time	133,189	124,660	109,709	96,411	87.9%
7025	Part-Time Sick Leave	2,190	1,537	-	210	0.0%
7030	Wages Overtime	1,492	2,295	-	298	0.0%
7110	Cafeteria Benefits	16,023	16,961	18,881	16,032	84.9%
7120	Deferred Compensation	902	926	-	-	0.0%
7140	RHS	437	450	454	369	81.3%
7150	Medicare	3,333	3,254	2,946	2,563	87.0%
7160	PERS	20,968	13,893	19,430	17,079	87.9%
Total Personnel		271,460	260,804	242,912	213,301	87.8%
Operations & Maintenance						
7180	Uniform Expenses	2,145	2,921	3,000	3,000	100.0%
7205	Advertising	341	120	2,000	2,000	100.0%
7229	Education & Training	47	35	1,475	350	23.7%
7241	Meetings & Conferences	8	-	-	-	0.0%
7247	Memberships & Dues	-	-	120	120	100.0%
7259	Miscellaneous	156	81	200	200	100.0%
7265	Office Supplies/Exp	484	-	-	-	0.0%
7277	Printing	-	-	200	200	100.0%
7295-0847	Utilities - Electricity Usage	37,006	36,181	40,000	35,639	89.1%
7295-0848	Utilities - Natural Gas Usage	51,043	41,422	51,000	41,739	81.8%
7295-0849	Utilities - Water Usage	13,020	12,417	13,250	12,529	94.6%
7313	Concession Items	4,841	3,251	4,125	3,759	91.1%
7330	Hardware/Software Supplies Exp.	1,783	2,662	1,400	1,738	124.1%
7360	Safety & Security	1,080	1,377	1,800	1,800	100.0%
7655	Building Maintenance	5,623	7,854	6,000	6,000	100.0%
7755	Grounds Maintenance	-	-	-	1,500	1500.0%
7970	Small Tools	6	43	100	100	100.0%
8118	AV Swim Club	-	50	100	141	141.0%
8138	Evening Lap Swim	-	50	-	-	0.0%
8143	Guard Start	112	348	200	200	100.0%
8148	Lifeguard Training	866	1,801	1,400	3,000	214.3%
8153	Open Water Diver Course	-	2,070	-	-	0.0%
8158	Open Rec Swim	-	123	500	500	100.0%
8163	Pool Chemicals	19,756	24,178	28,800	20,657	71.7%
8168	Pool Special Event	4,150	3,265	3,000	3,091	103.0%
8178	Splash Dance	2,250	-	1,000	-	0.0%
8183	Swim Lessons	38	392	1,200	1,200	100.0%
8185	Swim Fair	172	22	300	150	50.0%
8188	Water Aerobics	2,031	443	500	250	50.0%
9026	Equipment Maintenance	16,143	33,049	17,500	17,500	100.0%
9078	Safety Equipment	1,032	1,782	2,000	2,000	100.0%
9120	Capital Equipment	3,440	-	-	-	0.0%
9300	Capital Projects	-	32	-	-	0.0%
Total Operations & Maint.		167,574	175,969	181,170	159,363	88.0%
Department Total		439,034	436,773	424,082	372,664	87.9%
Personnel Schedule						
		Actual 2016-17	Actual 2017-18	Actual 2018-19	Adopted 2019-20	
Full Time:						
Parks & Recreation Manager		0.10	0.05	0.05	0.05	
Maintenance Supervisor		0.00	0.00	0.19	0.19	
Recreation Supervisor		0.58	0.48	0.24	0.20	
Sr. Maintenance Worker		0.20	0.19	0.00	0.19	
Administrative Secretary		0.09	0.09	0.09	0.09	
Recreation Coordinator		0.00	0.00	0.00	0.10	
Maintenance Worker II		0.37	0.36	0.36	0.36	
Maintenance Worker I		0.03	0.03	0.03	0.03	
Recreation Assistant		0.00	0.17	0.00	0.00	
Sr. Office Assistant		0.12	0.12	0.12	0.12	
Recreation Specialist		0.00	0.00	0.66	0.15	
Office Assistant		0.12	0.12	0.12	0.12	
Part Time:						
Recreation Coordinator		0.03	0.00	0.00	0.00	
Recreation Assistant		0.03	0.00	0.07	0.46	
Sr. Lifeguard		0.29	0.29	0.29	0.28	
Lifeguard		4.38	4.35	3.64	4.16	
Recreation Leader II		0.25	0.24	0.26	0.24	
Sub-Total FTE's:		6.59	6.49	6.12	6.74	

PARKS & RECREATION - PROGRAMS 1001-6670							
Code	Expenditure Classification	Actual Expense 2016-17	Actual Expense 2017-18	Amended Budget 2018-19	Estimated Expense 2018-19	% of Budget Expended	Adopted Budget 2019-20
Personnel Services							
7010	Salaries & Wages	283,871	270,455	312,393	293,551	94.0%	382,290
7020	Wages Part-Time	279,942	304,632	278,975	221,963	79.6%	351,612
7030	Wages Overtime	1,317	335	-	27	0.0%	-
7110	Cafeteria Benefits	57,267	57,442	70,356	56,269	80.0%	84,671
7120	Deferred Compensation	3,512	2,638	-	-	0.0%	-
7140	RHS	1,513	1,326	1,562	1,310	83.9%	1,911
7150	Medicare	8,385	8,351	8,493	7,378	86.9%	10,642
7160	PERS	73,070	44,172	62,890	60,233	95.8%	76,510
7165	Auto Allowance	328	92	-	-	0.0%	-
Total Personnel		709,204	689,441	734,669	640,731	87.2%	907,636
Operations & Maintenance							
7223	Disposal Services	4,416	5,473	8,000	8,000	100.0%	8,000
7360	Safety & Security	-	1,285	4,000	-	0.0%	4,000
7835	Craft Fairs	984	314	800	800	100.0%	400
7840	Flea Markets	1,171	609	1,000	1,000	100.0%	1,350
7850	Freedom Festival	39,646	62,541	25,000	25,000	100.0%	5,000
7855	Concerts in the Park	16,366	25,379	12,500	12,500	100.0%	11,575
8026	Adult Basketball	3,760	4,120	4,675	3,240	69.3%	4,750
8050	Open Gym	5	-	200	100	50.0%	-
8062	Softball	3,729	2,573	4,682	3,436	73.4%	4,757
8250	Afterschool Program	16,339	19,564	20,000	20,000	100.0%	30,000
8350	CAVE	-	-	-	-	0.0%	-
8450	Day Camp	2,461	1,413	4,200	4,200	100.0%	3,575
8502	Academic Tots	14,810	8,626	10,500	-	0.0%	-
8506	Archery	445	608	-	-	0.0%	-
8508	Music Starz	110	271	-	-	0.0%	-
8508	Arts & Crafts	21,880	15,617	13,500	7,725	57.2%	13,000
8512	Ballet & Tap	4,986	7,300	5,000	5,212	104.2%	9,800
8514	Baton Twirling	2,513	1,970	1,400	1,829	130.6%	2,000
8516	Belly Dancing	771	351	500	-	0.0%	-
8520	Cheer-Tumbling	5,057	6,665	4,800	6,333	131.9%	5,800
8526	CPR & First Aid	1,225	529	1,800	255	14.2%	-
8531	Dog Obedience	548	301	780	460	59.0%	-
8533	Driver's Ed	433	616	360	620	172.2%	745
8539	Golf Lessons	968	110	500	-	0.0%	-
8541	Guitar Lessons	2,122	2,066	2,500	2,338	93.5%	2,500
8555	Zumba	3,446	1,455	5,400	915	16.9%	2,300
8559	Parent & Tot	402	133	4,000	3,074	76.9%	5,200
8567	Rent-A-Santa	26	-	-	-	0.0%	-
8576	Ski and Snowboard 101	3,620	2,136	-	-	0.0%	-
8576-5000	Summer Camps	4,708	721	3,345	5,146	153.8%	2,100
8579	Tae Kwon Do	12,264	11,035	10,800	7,812	72.3%	7,400
8581	Tai Chi	6,165	6,462	6,000	4,708	78.5%	4,600
8583	Tennis	5,125	3,891	5,100	1,565	30.7%	950
8591	Yoga	4,932	5,558	4,900	5,992	122.3%	5,229
8592	Workshops and clinics	-	-	500	-	0.0%	-
8600	Parking Fee	4,472	4,280	17,500	13,160	75.2%	17,500

PARKS & RECREATION - PROGRAMS 1001-6670							
Code	Expenditure Classification	Actual Expense 2016-17	Actual Expense 2017-18	Amended Budget 2018-19	Estimated Expense 2018-19	% of Budget Expended	Adopted Budget 2019-20
	8706 AV Most Talented Kid	241	-	75	75	100.0%	75
	8715 Bunny Run	1,416	1,576	1,775	1,700	95.8%	1,850
	8721 Winter Wonderland	40	2,475	3,000	-	0.0%	-
	8727 Community Christmas Caroling	69	-	-	-	0.0%	-
	8728 Eggstravaganza	-	9	-	-	0.0%	-
	8733 Firecracker Run	1,495	1,502	1,775	1,719	96.8%	1,850
	8744 Healthy Apple Valley	1,427	54	3,500	500	14.3%	-
	8764 Special Apples	12	75	-	63	0.0%	-
	8766 Teen Events	273	184	1,000	1,000	100.0%	-
	8784 Turkey Run	1,810	1,847	2,075	1,537	74.1%	1,850
	8790 Teen Zone	291	169	-	-	0.0%	-
	8805 Adventures in PW Sports	739	514	760	760	100.0%	970
	8810 Basketball Tournament	-	-	-	-	0.0%	-
	8812 Coed Volleyball	1,308	1,099	1,520	1,100	72.4%	1,520
	8825 Peewee Soccer	460	-	-	-	0.0%	-
	8830 Winter Peewee/Hotshots Basketball	761	170	1,065	712	66.9%	1,065
	8858 Summer Peewee/Hotshots Basketball	474	500	925	492	53.2%	925
	8860 Summer Youth Basketball	3,690	3,752	3,695	3,585	97.0%	3,875
	8865 T-Ball	30	-	-	-	0.0%	-
	8880 Winter Youth Basketball	7,335	6,325	7,500	7,058	94.1%	7,500
	8885 Youth Track Meet	120	189	300	300	100.0%	300
	8940 Contract Services	-	-	3,790	-	0.0%	-
8727-5000	Cross Country Meet	128	58	100	100	100.0%	-
8775-5000	Toddler Olympics	148	529	350	48	13.7%	200
Total Operations & Maint.		212,176	224,997	217,447	166,169	76.4%	174,511
Department Total		921,380	914,438	952,116	806,900	84.7%	1,082,147
Personnel Schedule			Actual 2016-17	Actual 2017-18	Actual 2018-19	Adopted 2019-20	
Full Time:							
	Parks & Recreation Manager		0.63	0.63	0.65	0.58	
	Recreation Supervisor		1.30	1.40	0.69	0.70	
	Administrative Secretary		0.66	0.66	0.66	0.66	
	Recreation Coordinator		0.00	0.00	0.00	0.85	
	Sr. Office Assistant		0.86	0.86	0.86	0.86	
	Recreation Specialist		0.00	0.00	2.14	1.74	
	Office Assistant		0.76	0.88	0.88	0.88	
	Recreation Assistant		0.00	1.96	2.00	1.96	
Part Time:							
	Recreation Coordinator		0.63	0.00	0.00	0.00	
	Recreation Assistant		0.96	0.96	0.96	0.57	
	Recreation Leader II		3.06	5.68	4.47	3.92	
	Recreation Leader I		6.14	3.22	3.12	6.43	
Sub-Total FTE's:			15.00	16.25	16.43	19.15	

PARKS & RECREATION - ADMIN 1001-6820							
Code	Expenditure Classification	Actual Expense 2016-17	Actual Expense 2017-18	Amended Budget 2018-19	Estimated Expense 2018-19	% of Budget Expended	Adopted Budget 2019-20
Personnel Services							
7010	Salaries & Wages	66,073	74,811	42,717	38,926	91.1%	41,049
7020	Wages Part-Time	12,174	2,281	3,000	1,490	49.7%	3,000
7025	Part-Time Sick Leave	3,225	5,022	5,000	5,390	107.8%	5,000
7030	Wages Overtime	-	1	-	7	0.0%	-
7110	Cafeteria Benefits	7,977	8,023	6,624	5,755	86.9%	6,592
7120	Deferred Compensation	1,684	2,267	-	-	0.0%	-
7140	RHS	317	358	214	196	91.6%	205
7150	Medicare	1,176	1,180	663	676	102.0%	639
7160	PERS	14,547	65,250	8,674	7,902	91.1%	9,394
7165	Auto Allowance	328	778	-	-	0.0%	-
Total Personnel		107,501	159,970	66,892	60,342	90.2%	65,879
Operations & Maintenance							
7180	Uniforms	575	-	1,150	1,150	100.0%	1,150
7205	Advertising	-	-	500	500	100.0%	2,500
7229	Education & Training	-	3,254	750	1,364	181.9%	425
7241	Meetings & Conferences	2,148	846	2,670	2,550	95.5%	5,025
7247	Memberships & Dues	1,010	930	960	960	100.0%	1,255
7253	Mileage Exp/Allowance	-	-	100	-	0.0%	-
7259	Miscellaneous	34	3	125	125	100.0%	125
7265	Office Supplies/Exp	733	1,880	1,250	1,004	80.3%	1,250
7271	Postage	11,189	14,200	13,100	13,100	100.0%	14,000
7277	Printing	16,666	17,570	19,000	19,000	100.0%	21,000
7289	Subscriptions	-	266	-	-	0.0%	-
7330	Hardware/Software Supplies Exp	4,238	6,856	9,250	9,250	100.0%	9,250
7370	Special Dept Supplies/Exp	450	478	4,000	-	0.0%	500
7375	Staff Services	36	29	250	250	100.0%	250
7588	Tire Grant - Park	-	-	140,210	-	0.0%	-
8940	Contract Services	32,125	1,950	4,200	-	0.0%	5,000
9052	Gasoline, Diesel, Oil	460	382	750	750	100.0%	750
9065	Leased Equipment	444	411	600	600	100.0%	600
9091	Vehicle Maintenance	676	357	1,000	1,000	100.0%	1,000
9860	Interest	-	47,109	24,586	-	0.0%	-
Total Operations & Maint.		70,785	96,522	224,451	51,603	23.0%	64,080
Department Total		178,286	256,492	291,343	111,945	38.4%	129,959
Personnel Schedule			Actual 2016-17	Actual 2017-18	Actual 2018-19	Adopted 2019-20	
Full Time:							
Assistant Town Manager			0.05	0.10	0.00	0.00	
Parks & Recreation Manager			0.24	0.18	0.18	0.15	
Recreation Supervisor			0.12	0.12	0.07	0.10	
Executive Secretary			0.03	0.00	0.00	0.00	
Administrative Secretary			0.16	0.16	0.16	0.16	
Recreation Coordinator			0.00	0.00	0.00	0.05	
Office Assistant			0.12	0.00	0.00	0.00	
Recreation Specialist			0.00	0.00	0.20	0.11	
Recreation Assistant			0.00	0.04	0.00	0.04	
Part Time:							
Parks & Recreation Commissioners			1.25	1.25	1.25	1.25	
Recreation Coordinator			0.12	0.00	0.00	0.00	
Recreation Assistant			0.04	0.00	0.00	0.00	
Sub-Total FTE's:			2.13	1.85	1.86	1.86	

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 resulting 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 11 parks and 135 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. 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 1.8 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 signage, roadway landscaping, assessment district landscaping and drainage facilities, traffic signal system response and repair, public property graffiti abatement, public bus shelter construction, maintenance and repair, and roadside trash and weed removal. 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 11 parks and 135 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.



2018-19 HIGHLIGHTS

- Continued sewer manhole rehabilitation project (year 6 of 7)
- Replaced sewer manhole covers in Sewer Assessment District #2A (year 1 of 7)
- Started sewer project in Jess Ranch Community to improve sewer cleaning in that area
- Replaced 1,000 feet of sidewalk on Apple Valley Road
- Purchased equipment to help maintain public right of ways, which reduced rental costs
- One employee obtained a Class B Driver's License
- Replaced damaged fencing at Norm Schmidt Park
- Improved snack bar area at James Woody Park
- Upgraded horse shoe pits to tournament grade at Brewster Park
- Repaired Horsemen's Center Well which improved the aesthetics of the park
- Continued to support all Town events

2019-20 GOALS AND OBJECTIVES

- Continue sewer manhole rehabilitation project (year 7 of 7)
- Continue to replace sewer manhole covers in Sewer Assessment District #2A (year 2 of 7)
- Sewer main replacement at locations identified by the Town's Sewer System Management Plan
- Complete Sewer System Management Plan Update
- Protect public health by minimizing the frequency and impact of sewer system overflows
- Perform storm clean up with in house staff as much as possible to minimize cost with contractor
- Maintain a clean, safe and graffiti-free Town
- Continue to replace turf with decomposed granite to improve aesthetics and decreased water usage
- Continue to maintain parks efficiently and conscious of water usage
- Provide courteous, effective, and efficient customer service

Department Workload Indicators – Public Works				
	Actual FY 16-17	Actual FY 17-18	Estimated FY 18-19	Goal FY 19-20
Sewer Mainline Cleaned (miles)	23	14	25	30
Sewer Mainline Video Inspected	19	12	3	5
Manholes Epoxy Coated	20	26	20	20
Dry Well Drainage Structures Cleaned	30	4	20	20
Street Name Signs Replaced	219	100	100	100
Roadway Signs Replaced	396	360	175	300
Roadway Marking Lane Lines Refreshed (miles)	1	1.14	1	2
Trees Trimmed at Parks	211	466	600	600
Trees Planted at Parks	6	7	5	5
Graffiti Removed (locations)	492	679	800	500
Single Family Sewer Permits	228	40	20	40
Single Family Additions Sewer Permits	8	7	15	10
Commercial Sewer Permits	4	3	5	10
Commercial TI Sewer Permits	12	16	10	15
Multi-Family Sewer Permits	5	2	5	5

Department Performance Measures – Public Works				
	Actual FY 16-17	Actual FY 17-18	Estimated FY 18-19	Goal FY 19-20
Increase the number of manholes inspected from 150 to 200	361	271	300	300
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	1,168.60	1,000	1,000
Sweep a minimum of 500 intersections per year	716	567	400	500
Increase the number of potholes filled from 28,000 to 30,000	23,092	40,592	29,000	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 APPROPRIATIONS - \$2,311,763

STREET MAINTENANCE FUND 2010-5010							
Code	Revenue Classification	Actual Revenue 2016-17	Actual Revenue 2017-18	Amended Budget 2018-19	Estimated Revenue 2018-19	% of Revenue Received	Adopted Budget 2019-20
	BEGINNING FUND BALANCE	(6,710)	326,280	(87,327)	(87,327)		(278,507)
4170	Other Revenue Sources	-	165,905	-	-	0.0%	-
	Recycling Revenue	-	825	-	-	0.0%	-
4181	Refunds, Reimb, Rebates	1,387	1,525	-	-	0.0%	-
4255	Interest Earnings	110	35	-	-	0.0%	-
6809-5000	Section 2103	199,260	290,904	285,883	271,366	94.9%	637,211
6810	Section 2105	419,486	405,378	430,074	410,923	95.5%	410,886
6811	Section 2106	260,450	258,706	259,112	257,584	99.4%	257,561
6812	Section 2107	531,840	527,574	533,594	536,699	100.6%	536,650
6813	Section 2107.5	7,500	7,500	6,800	7,500	110.3%	7,500
6999	Transfer In - Fund 1001	1,255,758	273,289	-	-	0.0%	-
6999	Transfer In - Fund 2015	-	535,100	524,700	524,000	99.9%	-
	Total Revenues	2,675,792	2,466,741	2,040,163	2,008,072	98.4%	1,849,808
Code	Expenditure Classification	Actual Expense 2016-17	Actual Expense 2017-18	Amended Budget 2018-19	Estimated Expense 2018-19	% of Budget Expended	Adopted Budget 2019-20
	Personnel Services						
7010	Salaries & Wages	319,539	413,023	408,383	398,967	97.7%	387,256
7030	Wages Overtime	8,836	7,814	7,500	9,630	128.4%	-
7110	Cafeteria Benefits	63,050	68,897	76,090	71,705	94.2%	73,955
7120	Deferred Comp	3,435	3,630	-	-	0.0%	-
7140	RHS	1,505.12	1,813.45	3,316	1,848	55.7%	1,936
7150	Medicare	4,697	6,156	5,922	5,922	100.0%	5,615
7160	PERS	35,888	75,625	95,562	45,530	47.6%	116,901
	Total Personnel	436,950	576,957	596,773	533,602	89.4%	585,663
	Operations & Maintenance						
7180	Uniform cleaning and replacement	2,146	2,902	4,000	4,000	100%	4,500
7223	Disposal	1,475	1,363	1,900	1,400	74%	1,800
7229	Education & Training	50	973	3,100	3,000	97%	3,800
7241	Meetings & Conferences	423	331	2,000	500	25%	500
7247	Membership & Dues	380	457	900	900	100%	900
7253	Mileage	-	20	100	100	100%	100
7259	Miscellaneous	168	302	500	500	100%	500
7265	Office Supplies	139	221	1,000	500	50%	750
7277	Printing	-	21	100	100	100%	100
7289	Subscriptions	-	-	50	50	100%	50
7295-0109	Utilities Phones, Internet	5,850	6,639	7,000	5,200	74%	5,200
7295-0847	Utilities Electricity usage	105,317	120,947	130,000	125,000	96%	125,000
7295-0848	Utilities Natural gas usage	780	917	1,000	600	60%	600
7295-0849	Utilities Water usage	49,360	53,487	35,000	46,000	131%	46,000
7335-4951	NPDES - Compliance	112,178	68,305	-	-	0%	-
7336-4951	NPDES - Compliance - CAA	41,574	49,984	-	-	0%	-
7360	Safety	758	879	2,300	1,000	43%	1,500
7655	Building Maintenance	5,452	6,048	8,000	10,000	125%	10,000
7755	Grounds Maintenance	18	-	700	700	100%	700
7914	Drain Maint. & Repair	150	-	15,000	500	3%	500
7928-1000	Paving & Sealing	69,904	171,206	-	40,000	0%	40,000
7935	ROW Maintenance	50,616	58,763	90,000	105,000	117%	120,000
7956	Signal & Lighting Maint.	99,795	120,808	125,000	125,000	100%	150,000

Code	Expenditure Classification	Actual Expense 2016-17	Actual Expense 2017-18	Amended Budget 2018-19	Estimated Expense 2018-19	% of Budget Expended	Adopted Budget 2019-20
7956-0010	Signal & Lighting Maint. - Engineering	4,991	109	-	-	0%	-
7956-0020	Signal & Lighting Maint. - Damages	-	-	10,000	-	0%	-
7963	Signing	30,733	18,445	45,000	45,000	100%	45,000
7963-0010	Signing - Engineering	-	-	-	-	0%	-
7970	Small Tools	1,942	2,208	10,000	10,000	100%	3,500
7977	Street Repairs	77,276	128,323	95,000	75,000	79%	75,000
7984	Street Striping	14,996	30,413	70,000	70,000	100%	70,000
7984-0010	Street Striping - Engineering	683	2,369	-	-	0%	-
7991	Street Sweeping	11,927	10,808	20,000	20,000	100%	20,000
7995-4951	Transit Services	189	7,568	19,000	8,000	42%	8,000
8940	Contracted Services	-	-	500	10,000	2000%	10,000
8964	Engineering Contractor	79,204	187	70,000	-	0%	-
8964-0020	Engineering Contractor - Drainage	-	3,825	-	7,000	0%	7,000
8964-0075	Engineering Contractor - Traffic	-	116,313	-	60,000	0%	60,000
9013	Communications Equipment & Maint	467	378	5,000	1,000	20%	1,000
9026	Equipment Maintenance	3,148	1,151	3,500	2,000	57%	2,000
9052	Gasoline, Diesel, Oil	22,276	27,045	34,000	27,000	79%	30,000
9065	Leased Equipment	462	471	5,000	2,000	40%	2,500
9078	Safety Equipment	456	387	2,000	1,000	50%	1,500
9091	Vehicle Maintenance	8,561	9,898	12,000	15,000	125%	15,000
9999	Administrative Overhead	1,102,006	817,600	817,600	817,600	100%	817,600
	Total Operations & Maint	1,905,852	1,842,071	1,646,250	1,640,650	99.7%	1,680,600
9120	Capital Outlay	-	461,320	28,000	25,000	-	45,500
	Total Capital Expenditures	-	461,320	28,000	25,000	0.0%	45,500
	Total Expenditures	2,342,802	2,880,347	2,271,023	2,199,252	96.8%	2,311,763
	ENDING FUND BALANCE	326,280	(87,327)	(318,187)	(278,507)	87.5%	(740,462)

Personnel Schedule	Actual 2016-17	Actual 2017-18	Actual 2018-19	Adopted 2019-20
Full Time:				
Director of Public Works	0.33	0.33	0.33	0.00
Public Works Manager	0.34	0.34	0.20	0.20
Public Works Supervisor	0.00	0.50	1.00	1.00
Administrative Analyst II	0.00	0.00	0.50	0.50
Administrative Secretary	0.00	0.00	0.20	0.30
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	0.50	0.50
Total FTE's:	6.17	5.67	7.23	7.00

SB1 ROAD MAINTENANCE and REHABILITATION FUND

TOTAL APPROPRIATIONS - \$1,307,998

ROAD MAINTENANCE and REHABILITATION FUND 2011							
Code	Revenue Classification	Actual Revenue 2016-17	Actual Revenue 2017-18	Amended Budget 2018-19	Estimated Revenue 2018-19	% of Revenue Received	Adopted Budget 2019-20
	BEGINNING FUND BALANCE	-	-	522,637	522,637		473,863
4255	Interest	-	-	-	-		-
6814	SB1 Funding	-	437,715	1,302,450	1,170,244	0.0%	1,215,918
6815	SB1 Loan Repayment	-	84,922	-	83,432	0.0%	83,432
	Total Revenue	-	522,637	1,302,450	1,253,676	96.3%	1,299,350
Code	Expenditure Classification	Actual Expense 2016-17	Actual Expense 2017-18	Amended Budget 2018-19	Estimated Expense 2018-19	% of Budget Expended	Adopted Budget 2019-20
	Capital Projects (Infras.)						
9525	Paving - PMS Priorities	-	-	1,302,450	1,302,450	0.0%	1,307,998
	Total Expenditures	-	-	1,302,450	1,302,450		1,307,998
	ENDING FUND BALANCE	-	522,636.84	522,636.84	473,862.84	0.0%	465,214.84

ARTICLE 3 FUND

TOTAL APPROPRIATIONS - \$ 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 2016-17	Actual Revenue 2017-18	Amended Budget 2018-19	Estimated Revenue 2018-19	% of Revenue Received	Adopted Budget 2019-20
	BEGINNING FUND BALANCE	(175,878)	(91,769)	0	0		0
4181-0000	Refunds, Reimbursement, Rebates	283,333	91,769	-	-	0.0%	-
6835-0000	CalTrans Bicycle Facilities	386,370	-	-	-	0.0%	-
6999-2021	Transfer In - 2021	137,140	-	-	-	0.0%	-
	Total Revenues	806,843	91,769	-	-	-	-
Code	Expenditure Classification	Actual Expense 2016-17	Actual Expense 2017-18	Amended Budget 2018-19	Estimated Expense 2018-19	% of Budget Expended	Adopted Budget 2019-20
9271-0000	Bear Valley Bike Path, Phase I	439,400	-	-	-	0.0%	-
9536	Ramona Road Widening	283,333	-	-	-	0.0%	-
	Total Expenditures	722,733	-	-	-		-
	ENDING FUND BALANCE	(91,769)	0	0	0	-	0

LOCAL TRANSPORTATION FUND

TOTAL APPROPRIATIONS - \$ 0

LOCAL TRANSPORTATION FUND 2015-2019							
Code	Revenue Classification	Actual Revenue 2016-17	Actual Revenue 2017-18	Amended Budget 2018-19	Estimated Revenue 2018-19	% of Revenue Received	Adopted Budget 2019-20
	BEGINNING FUND BALANCE	1,640,971	1,628,703	3,364,039	3,364,039	100.00%	2,268,661
4181-4951	CDBG Funding - Powhatan Rd Imp	-	-	-	-	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	12,581	24,511	-	13,923	0.0%	-
6804	Sales Tax - SB 325	-	2,281,702	524,000	524,000	100.0%	662,418
	Total Revenues	12,581	2,306,213	524,000	537,923	102.66%	662,418

Code	Expenditure Classification	Actual Expense 2016-17	Actual Expense 2017-18	Amended Budget 2018-19	Estimated Expense 2018-19	% of Budget Expended	Adopted Budget 2019-20
9292-4951	Bus Stop Imp.-Bear Valley and Central	24,849	241	-	14,526	0.0%	-
9526-4951	Powhatan Road Street Improvements	-	-	-	-	0.0%	-
8940	Contract Services (Bike Lane Nwk Rev.)	-	-	-	7,405	0.0%	-
9500	Apple Valley Village Accessibility	-	35,536	463,000	307,468	0.0%	-
9525	Paving-PMS Priorities	-	-	1,535,524	503,153	0.0%	-
9575	Local Transit Eng Support	-	-	-	1,596	-	-
9501	Bear Valley Road Bus Stop Imp	-	-	240,000	275,153	0.0%	-
9999	Transfer to Street Maint. - 2010	-	535,100	524,000	524,000	100.0%	-
	Total Expenditures	24,849	570,878	2,762,524	1,633,301	59.12%	-
	ENDING FUND BALANCE	1,628,703	3,364,039	1,125,515	2,268,661	201.57%	2,931,079

MEASURE I

LOCAL PASS-THROUGH FROM SBCTA - \$ 2,511,500

Capital Improvement Program-Measure I Local 2040 - Account Number 2021-5210							
Code	Revenue Classification	Actual Revenue 2016-17	Actual Revenue 2017-18	Amended Budget 2018-19	Estimated Revenue 2018-19	% of Revenue Received	Adopted Budget 2019-20
	BEGINNING FUND BALANCE	5,975,110	6,085,220	3,059,600	3,059,600		3,647,447
4181	Reimb from SB County (9307)	39,381	62,869	260,600	260,606	0.0%	295,000
4055	Sales Tax - Local (35%)	1,914,963	1,930,948	1,900,000	1,900,000	100.0%	1,900,000
4255	Interest	32,672	47,893	35,000	35,000	100.0%	30,000
6816	Grants	1,136,387	611,613	3,461,966	3,461,966	100.0%	3,409,966
6816	SB1 Funding	-	-	-	-	#DIV/0!	
	Total Revenue	3,123,404	2,653,323	5,657,566	5,657,572	100.0%	5,634,966
Code	Expenditure Classification	Actual Expense 2016-17	Actual Expense 2017-18	Amended Budget 2018-19	Estimated Expense 2018-19	% of Budget Expended	Adopted Budget 2019-20
	Capital Projects (Infras.)						
8940	Contract Svcs - CCParking Lot Imp			-	-	0.0%	
8940	Contract Svcs - Townwide Rev			-	-	0.0%	
8940	Contract Services	-	7,300			0.0%	
9248	Dale Evans Parkway @ Waalew Rd	190,211	-	-	-	0.0%	
9253	AV Road @ Tuscola Signal						
9260	AV Safe Rts to School Master Plan	95,706	20,549	2,810,625	2,810,625	100.0%	
9265	AV Safe Rts to School South	-	82,423				
9282	Bear Valley Bridge Rehab	190,818	419,819	600,000	600,000	100.0%	600,000
9271	Bear Valley Bike Path	-				0.0%	
9336-5000	D. Evans Pkwy@Waalew Rd Realign	56,828	15,315	25,000	25,000	100.0%	25,000
9350	Deep Creek Road (BV to Tussing)					0.0%	
9390	High Desert Corridor	637	106	10,000	10,000	100.0%	2,500
9410	Hwy 18/AV Rd Int. Imprv.	8,258	59,538	350,000	200,000	0.0%	70,000
9415-5000	Hwy 18 Shoulder Med Imp (Navajo/Ctrl)	-	-	-	-	0.0%	
9440	Kiowa (VanDusen & Tussing)	-	-	-	-	0.0%	
9447	Mojave Riverwalk South	987,566	113,949	-	-	0.0%	
9471	Navajo Rd Rehab. (BV to Hwy 18)	21,720	933,299	-	-	0.0%	
9525	Paving - PMS Priorities	60,630	3,764,865	1,000,000	1,000,000	100.0%	1,000,000
9536	Ramona Road Widening	304,940	-	-	-	0.0%	
9538	Rancherias Rd Resurface	198	-	-	-	0.0%	
9546	SanBag Congestion Mgmt Plan	-	-	5,000	5,000	100.0%	5,000
9560	Tao Road	3,854	5,480	-	-	0.0%	
9561	BV Intersection Improvements	-	-	50,000	50,000	0.0%	525,000
9562	AV Safe Routes to School Sidewalk Imp	-	-	82,100	82,100	0.0%	14,000
9563	SR25 Rancho Verde Elem School	416,383	-	-	-	0.0%	
9564	Standing Rock @ Hwy 18	-	-	-	-	0.0%	
9566	SR-18 Tuscola & Kasota Realignment	-	-	-	-	0.0%	45,000
9572	Town Wide Class II Bikeway Upgrade	40,545	64,507	-	-	0.0%	
9588	Yucca Loma Bridge	-	-	200,000	200,000	0.0%	200,000
9589	Yucca Loma Elem-Safe Rts SRTS	447,742	-	-	-	0.0%	
9593	AV Village SR18 Corridor Enhance	-	102,771	87,000	87,000	0.0%	25,000
9595	Yucca Loma Rd Wdng (YLB to AV Rd)	11,084	3,935	-	-	0.0%	
9595-5000	Yucca Loma Rd Wdng (AV Rd-Rinc.)	39,035	11,120	-	-	0.0%	
9599	Bear Valley Road Commercial Corr	-	73,967	-	-	0.0%	
9999-2013	Transfer out - 2013	137,140		-	-	0.0%	
	Total Expenditures	3,013,294	5,678,943	5,219,725	5,069,725	97.1%	2,511,500
	ENDING FUND BALANCE	6,085,220	3,059,600	3,497,441	3,647,447	104.3%	6,770,913

AIR POLLUTION CONTROL

TOTAL APPROPRIATIONS - \$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 2016-17	Actual Revenue 2017-18	Amended Budget 2018-19	Estimated Revenue 2018-19	% of Budget Received	Adopted Budget 2019-20
3600	BEGINNING FUND BALANCE	83,358	73,348	380	380	100.0%	236
6802-4951	Air Pollution AB2766	51,150	46,608	-	9,000	0.0%	-
4255	Interest	408	604	-	(144)	0.0%	-
	Total Revenue	51,558	47,212	0	8,856		-
Code	Expenditure Classification	Actual Expense 2016-17	Actual Expense 2017-18	Amended Budget 2018-19	Estimated Expense 2018-19	% of Budget Expended	Adopted Budget 2019-20
8940-4951	Contract Services	47,320	119,424	-	9,000	0.0%	-
9300-0000	Capital Projects	14,248	756	-	-	0.0%	-
	Total Expenditures	61,568	120,180	-	9,000	0.0%	-
	ENDING FUND BALANCE	73,348	380	380	236	0.0%	236

COMMUNITY DEVELOPMENT BLOCK GRANT

TOTAL APPROPRIATIONS - \$ 1,439,625

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 2016-17	Actual Revenue 2017-18	Amended Budget 2018-19	Estimated Revenue 2018-19	% of Revenue Received	Adopted Budget 2019-20
6832	FY 13-14 CDBG Allocation	35,583	8,526	6,936	2,570	37.1%	-
6833	FY 14-15 CDBG Allocation	163,195	41,665	22,000	-	0.0%	-
6834	FY 15-16 CDBG Allocation	242,770	-	17,500	78,867	450.7%	15,934
6835	FY 16-17 CDBG Allocation	278,408	74,926	107,124	246,699	230.3%	40,000
6836	FY 17-18 CDBG Allocation	-	94,432	331,438	142,187	42.9%	309,236
6837	FY 18-19 CDBG Allocation	-	-	564,460	347,739	61.6%	404,060
6838	FY 19-20 CDBG Allocation	-	-	-	-	0.0%	625,395
6880	Reprogram Income	2,273	-	-	-	0.0%	15,000
6999	Transfer in 1001	-	327,462	-	-	0.0%	-
6999	Transfer in 2110	89,581	36,940	199,664	-	0.0%	30,000
	Total Revenues	811,810	583,951	1,249,122	818,062	65.5%	1,439,625
Code	Expenditure Classification	Actual Expense 2016-17	Actual Expense 2017-18	Amended Budget 2018-19	Estimated Expense 2018-19	% of Budget Expended	Adopted Budget 2019-20
Personnel Services							
7010	Salaries & Wages	159,357	136,895	130,891	102,789	78.5%	92,496
7020	Wages Part-Time	4,166	-	-	1,845	0.0%	-
7025	Part-Time Sick Leave	44	-	-	-	0.0%	-
7110	Cafeteria Benefits	26,708	19,560	17,209	18,050	104.9%	10,639
7120	Deferred Compensation	3,491	2,676	-	-	0.0%	-
7140	RHS	797	646	654	652	99.7%	463
7150	Medicare	2,317	1,891	1,903	2,213	116.3%	1,366
7160	PERS	34,387	32,123	32,649	16,045	49.1%	20,708
7165	Auto Allowance	328	21	342	342	100.0%	1,710
7170	Direct Housing Delivery Costs	(28,182)	(5,767)	(37,400)	(26,152)	69.9%	(17,425)
	Total Personnel	203,413	188,045	146,248	115,784	79.2%	109,957
7205	Advertising	-	-	1,002	-	0.0%	1,000
7229	Education & Training	-	-	950	-	0.0%	1,200
7241	Meetings & Conferences	38	-	1,100	-	0.0%	1,000
7247	Membership and Dues	-	-	125	-	0.0%	-
7253	Mileage	-	58	800	-	0.0%	501
7265	Office Supplies	85	224	800	400	50.0%	1,000
7289	Subscriptions	-	-	500	-	0.0%	-
7350	Public Information	-	780	900	-	0.0%	1,000
8916	Audit	-	-	1,500	1,500	100.0%	-
8940	Contract Services	-	-	35,000	35,000	100.0%	60,000
8994	Unfunded Loan Costs	19,535	19,882	168,314	-	0.0%	59,421
	Total Operations & Maintenance	19,658	20,944	210,991	36,900	17.5%	125,122

Code	Expenditure Classification	Actual Expense 2016-17	Actual Expense 2017-18	Amended Budget 2018-19	Estimated Expense 2018-19	% of Budget Expended	Adopted Budget 2019-20
FY 19-20 CDBG Program							
7430-0100	Assistance League of Victor Valley	-	-	-	-	0.0%	10,000
7430-0550	Feed My Sheep Ministries	-	-	-	-	0.0%	4,000
7430-0560	Casa of SB	-	-	-	-	0.0%	6,000
7430-0807	Cedar House/Oasis House	-	-	-	-	0.0%	8,000
7430-0075	AV Police Activities League	-	-	-	-	0.0%	6,809
7430-0565	Rolling Start Sanctuary	-	-	-	-	0.0%	4,000
7430-0500	Inland Fair Housing - Fair Housing	-	-	-	-	0.0%	10,000
7430-0525	Family Assistance Program	-	-	-	-	0.0%	10,000
7430-0695	HD Homeless Services Warming Shelter	-	-	-	-	0.0%	61,000
7430-0700	HD Homeless Services	-	-	-	-	0.0%	10,000
7430-1250	Moses House Ministries/Rose of Sharon	-	-	-	-	0.0%	7,000
7430-1500	VV Domestic Violence	-	-	-	-	0.0%	10,000
7430-1480	VV Community Services Council	-	-	-	-	0.0%	8,000
7430-0707	Blight & Slum Elimination	-	-	-	-	0.0%	24,000
7430-0376	Corwin Park Playground & Amenities	-	-	-	-	0.0%	68,000
7430-0310	Cramer Park Demolition	-	-	-	-	0.0%	10,000
7430-0956	JW Park Project-Irrigation	-	-	-	-	0.0%	125,000
7570-0000	Residential Rehabilitation Loan 19-20	-	-	-	-	0.0%	118,507
Total Operations & Maintenance						0.0%	500,316
FY 18-19 CDBG Program							
7430-0100	Assistance League of Victor Valley	-	-	12,500	12,500	100.0%	-
7430-0250	Church for Whosoever	-	-	5,000	5,000	100.0%	-
7430-0500	Inland Fair Housing	-	-	10,000	10,000	100.0%	20,000
7430-0525	Family Assistance Program	-	-	10,000	10,000	100.0%	-
7430-0700	HD Homeless Services	-	-	15,000	15,000	100.0%	-
7430-0706	Small Business Incubator	-	-	50,000	-	0.0%	50,000
7430-0707	AV Blight & Slum Elimination Code Enf. Pgrm.	-	-	54,000	34,000	63.0%	20,000
7430-0801	VVC Foundation Public Career Pathway	-	-	50,000	-	0.0%	13,923
7430-0802	James Woody Park Security Cameras Project	-	-	58,387	-	0.0%	58,387
7430-0803	JW Park Parking Lot Resurface	-	-	143,750	-	0.0%	71,750
7430-0805	Mendel Park Restroom Project	-	-	115,000	-	0.0%	115,000
7430-0806	SFR Home Disposition	-	-	30,000	-	0.0%	-
7430-0807	Cedar House/Oasis House	-	-	6,000	6,000	100.0%	-
7430-0808	Orenda Foundation	-	-	5,000	-	0.0%	-
7430-0809	Jess Ranch Manhole Replacement Project	-	-	-	220,000	0.0%	-
7430-1250	Moses House Ministries/Rose of Sharon	-	-	10,739	10,739	100.0%	-
7430-1480	Victor Valley Comm Services Council	-	-	12,500	12,500	100.0%	-
7430-1500	VV Domestic Violence	-	-	7,000	7,000	100.0%	-
7430-1700	Small Business ADA Rehab Loan Program	-	-	70,203	-	0.0%	-
7568-0000	Residential Rehabilitation Loan Program 17/18	-	-	-	-	0.0%	-
7568-0000	Rehabilitation Administration	-	-	-	-	0.0%	-
Subtotal		-	-	665,079	342,739	51.5%	349,060
FY 17-18 CDBG Program							
7430-0100	Assistance League of Victor Valley	-	12,500	-	-	0.0%	-
7430-0250	Church for Whosoever	-	3,822	-	-	0.0%	-
7430-0300	SB County Library	-	6,000	-	-	0.0%	-
7430-0500	Inland Fair Hsing & Mediation Bd. - Fair Hsing	-	10,823	-	-	0.0%	-
7430-0525	Family Assistance Program	-	10,000	-	-	0.0%	-
7430-0700	High Desert Homeless Services	-	12,500	-	-	0.0%	-
7430-0703	AV Thunderbird Park Restroom Prj.	-	42,471	-	-	0.0%	-
7430-0704	AV JW Park Gym Floor/Roof Repair/Cooling S	-	3,713	-	4,798	0.0%	70,202

Code	Expenditure Classification	Actual Expense 2016-17	Actual Expense 2017-18	Amended Budget 2018-19	Estimated Expense 2018-19	% of Budget Expended	Adopted Budget 2019-20
7430-0705	VV Community Services Council	-	7,195	-	-	0.0%	-
7430-0706	Small Busines Incubator	-	1,609	25,000	-	0.0%	25,000
7430-0707	AV Blight & Slum Elimination Code Enf. Pgrm.	-	149	19,474	15,527	79.7%	19,473
7430-0953	James Woody Picnic Structures	-	2,570	-	-	0.0%	-
7430-0954	James Woody Playground	-	-	60,000	84,985	141.6%	-
7430-0960	James Woody Sidewalk & Accessibility	-	56,023	-	-	0.0%	-
7430-1250	Moses House Ministries/Rose of Sharon	-	4,796	-	-	0.0%	-
7430-1480	Victor Valley Community Services Council	-	9,746	-	-	0.0%	-
7430-1500	Victor Valley Domestic Violence	-	6,500	-	-	0.0%	-
7567-0000	Residential Rehabilitation Loan Program 16/17	-	16,672	-	-	0.0%	-
7568-0000	Residential Rehabilitation Loan Program 17/18	-	87,967	134,561	16,877	12.5%	134,561
7551-0000	Rehabilitation Administration	-	12,744	-	20,000	0.0%	40,000
Subtotal		-	307,800	239,035	142,187	59.5%	289,236
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	-	-	100,000	0.0%	-
7430-0704	AV JW Park Gym Floor/Roof Repair/Cooling Sy	4,039	-	18,693	14,500	77.6%	50,000
7430-0705	Victor Valley Com. Svc. Council Repairs	2,420	-	10,385	10,000	0.0%	-
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 16/17	148,503	-	113,885	113,885	100.0%	-
7567-0000	Rehabilitation Administration	-	-	-	8,314	0.0%	-
Subtotal		326,138	-	142,963	246,699	172.6%	50,000
FY 15-16 CDBG Program							
7430-0960	James Woody Sidewalk & Accessibility	7,973	-	12,164	77,301	635.5%	-
7430-1160	Mendel Park Basketball Ct & Exercise Equip.	30,000	-	-	-	0.0%	-
7430-1175	Microenterprise Business Assistance Pgrm.	11,566	-	-	1,566	0.0%	15,934
7566-0000	Residential Rehabilitation Loan Program	-	-	8,321	-	0.0%	-
7566-0000	Rehabilitation Administration	54,545	-	-	-	0.0%	-
Subtotal		104,084	-	20,485	78,867	385.0%	15,934
FY 13-14 CDBG Program							
7430-0953	James Woody Picnic Structures	10,058	-	-	2,570	0.0%	-
Subtotal		10,058	-	-	2,570	0.0%	-
Total Expenditures		663,351	516,789	1,424,801	965,746	67.8%	1,439,625

Personnel Schedule		Actual 2016-17	Actual 2017-18	Actual 2018-19	Adopted 2019-20
Full Time:					
Assistant Town Manager		0.05	0.00	0.05	0.25
Assistant Director of Economic Development & Housing		0.00	0.20	0.15	0.00
Housing & Community Dev. Spec II		0.85	0.85	0.85	0.30
Housing & Community Dev. Spec I		1.15	1.10	0.25	0.00
Associate Planner		0.00	0.00	0.00	0.00
Executive Secretary		0.04	0.00	0.00	0.25
Part Time:					
Program Assistant		0.60	0.00	0.00	0.00
Total FTE's:		2.69	2.15	1.30	0.80

NSP3

TOTAL APPROPRIATIONS - \$281,000

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

		NSP3 2131-4210					
Code	Revenue Classification	Actual Revenue 2016-17	Actual Revenue 2017-18	Amended Budget 2018-19	Estimated Revenue 2018-19	% of Revenue Received	Adopted Budget 2019-20
BEGINNING FUND BALANCE		3,883	3,291	3,057	3,057		3,057
4255	Interest Earnings	-	-	-	-	0.0%	-
6880	Program Income 18-19	-	-	200,000	181,000	90.5%	181,000
6880-5	Program Income 19-20	-	-	-	-	0.0%	100,000
Total Revenues		-	-	200,000	181,000		281,000
Code	Expenditure Classification	Actual Expense 2016-17	Actual Expense 2017-18	Amended Budget 2018-19	Estimated Expense 2018-19	% of Budget Expended	Adopted Budget 2019-20
Personnel Services							
7010	Salaries & Wages	-	-	7,895	7,284	92.3%	-
7110	Cafeteria Benefits	-	-	1,409	1,526	108.3%	-
7120	Deferred Comp	-	-	-	-	0.0%	-
7140	RHS	-	-	40	36	90.0%	-
7150	Medicare	-	-	114	100	87.7%	-
7160	PERS	-	-	557	514	92.3%	-
7170	Direct Housing Delivery Costs	-	-	(10,015)	(9,460.00)	0.0%	-
Total Personnel		-	-	-	-	0.0%	-
Operations & Maintenance							
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%	-
8940	Contract Services	-	-	-	-	0.0%	10,000
8972	Legal	-	-	-	-	0.0%	-
Total Operations & Maint		-	-	-	-	0.0%	10,000
NSP Activities							
7520	NSP Admin - Balance/Carry Over	-	234	-	-	0.0%	-
7521	NSP Acq./Rehab./MFR Uses	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	-	-	200,000	181,000	0.0%	271,000
Total NSP Activities		592	234	200,000	181,000	0.0%	271,000
Total Expenses		592	234	200,000	181,000	0.0%	281,000
ENDING FUND BALANCE		3,291	3,057	3,057	3,057		3,057

Personnel Schedule	Actual 2016-17	Actual 2017-18	Actual 2018-19	Adopted 2019-20
Full Time:				
Community Development Director	0.00	0.00	0.00	0.00
Housing & Comm. Dev. Spec. II	0.00	0.00	0.00	0.00
Housing & Comm. Dev Spec. I	0.00	0.00	0.12	0.00
Total FTE's:	0.00	0.00	0.12	0.00

APPLE VALLEY HOME

TOTAL APPROPRIATIONS - \$1,404,434

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 2016-17	Actual Revenue 2017-18	Amended Budget 2018-19	Estimated Revenue 2018-19	% of Budget Received	Adopted Budget 2019-20
	BEGINNING FUND BALANCE	(33,367)	26,926	(44,619)	(44,619)		(204,268)
6828	AV HOME 2009-10	3,939	-	104,331	104,331	0.0%	-
6829	AV HOME 2010-11	1,436	-	-	-	0.0%	-
6830	AV HOME 2011-12	16,379	-	-	-	0.0%	-
6831	AV HOME 2012-13	7,211	-	-	15,059	0.0%	-
6832	AV HOME 2013-14	(20,352)	-	-	195,963	0.0%	-
6833	AV HOME 2014-15	47,327	-	27,999	225,720	0.0%	-
6834	AV HOME 2015-16	149,500	21,845	142,387	-	0.0%	-
6835	AV HOME 2016-17	46,981	8,777	381,544	85,093	22.3%	203,266
6836	AV HOME 2017-18	-	10,811	199,852	-	0.0%	-
6837	AV HOME 2018-19	-	-	236,480	-	0.0%	304,691
6839	AV HOME 2019-20	-	-	-	-	0.0%	304,691
6880	Program Income	-	-	120,000	80,000	0.0%	596,742
	Total Revenues	252,421	41,433	1,212,593	706,166	58.2%	1,409,390
Code	Expenditure Classification	Actual Expense 2016-17	Actual Expense 2017-18	Amended Budget 2018-19	Estimated Expense 2018-19	% of Budget Expended	Adopted Budget 2019-20
Personnel Services							
7010	Salaries & Wages	35,812	23,531	42,207	30,048	71.2%	30,446
7020	Salaries Part-Time	1,525	-	-	-	0.0%	-
7110	Cafeteria Benefits	4,631	3,583	5,672	4,297	75.8%	5,799
7120	Deferred Comp	1,035	480	-	-	0.0%	-
7140	RHS	179	117	211	196	92.9%	152
7150	Medicare	532	332	612	565	92.3%	441
7160	PERS	8,230	3,047	9,863	8,268	83.8%	2,350
7165	Auto Allowance	328	21	-	-	0.0%	-
7170	Direct Housing Delivery Costs	(17,525)	(10,491)	(40,934)	(69,910)	170.8%	-
	Total Personnel	34,747	20,619	17,631	(26,536)	-150.5%	39,188
Operations & Maintenance							
7229	Education & Training	587	-	-	-	0.0%	-
7241	Meetings & Conferences	-	234	225	-	0.0%	-
7253	Mileage	-	-	55	-	0.0%	150
7259	Miscellaneous	(125)	-	-	-	0.0%	-
7265	Office Supplies	665	-	225	225	100.0%	500
7350	Public Information	2,356	187	-	-	0.0%	500
7430-0018	16/17 Corinna Grimes	578	-	-	-	0.0%	-
8916	Audit	-	-	1,500	1,500	100.0%	2,000
8940	Contracted Services	18,320	-	-	-	0.0%	-
8994	Unfunded Loan Costs 2130	-	-	-	-	0.0%	-
	Total Operations & Maint	22,380	421	2,005	1,725	86.0%	3,150

Code	Expenditure Classification	Actual Expense 2016-17	Actual Expense 2017-18	Amended Budget 2018-19	Estimated Expense 2018-19	% of Budget Expended	Adopted Budget 2019-20
7444-0004	CHDO 2007-08	-	(1,000)	-	104,331	0.0%	-
7444-0010	CHDO 2009-10	-	-	104,331	104,331	100.0%	-
7444-0014	CHDO 2013-14	-	-	-	15,059	0.0%	-
7444-0015	CHDO 2014-15	-	-	27,999	195,963	699.9%	-
7444-0016	CHDO 2015-16	-	-	29,342	225,720	769.3%	-
7444-0017	CHDO 2016-17	92,517	-	230,257	-	0.0%	-
7444-0018	CHDO 2017-18	-	-	29,619	-	0.0%	80,266
7444-0019	CHDO 2018-19	-	-	29,619	-	0.0%	74,303
7444-0020	CHDO 2019-20	-	-	-	-	0.0%	74,303
7566	RRLP 2015-16	43,717	-	113,045	113,045	100.0%	-
7567	RRLP 2016-17	(1,233)	66,971	151,287	151,415	100.1%	-
7568	RRLP 2017-18	-	25,967	170,233	85,093	50.0%	123,000
7569	RRLP 2018-19	-	-	290,233	-	0.0%	230,388
7570	RRLP 2019-20	-	-	-	-	0.0%	779,836
Total HOME Activities		135,001	91,939	1,175,965	890,626	75.7%	1,362,096
Total Expenditures		192,127	112,978	1,195,601	865,815	72.4%	1,404,434
ENDING FUND BALANCE		26,926	(44,619)	(27,627)	(204,268)	739.4%	4,956
Personnel Schedule		Actual 2016-17	Actual 2017-18	Actual 2018-19	Adopted 2019-20		
Full Time:							
Assistant Town Manager		0.05	0.00	0.00	0.00		
Asst. Director Economic Develop & Housing		0.00	0.15	0.15	0.00		
Housing & Comm Dev. Spec. II		0.15	0.40	0.15	0.20		
Housing & Comm Dev. Spec. I		0.35	0.25	0.13	0.00		
Executive Secretary		0.00	0.00	0.25	0.25		
Total FTE's:		0.55	0.80	0.68	0.45		

VICTORVILLE HOME

TOTAL APPROPRIATIONS - \$ 1,043,989

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

VICTORVILLE HOME 2330-4210							
Code	Revenue Classification	Actual Revenue 2016-17	Actual Revenue 2017-18	Amended Budget 2018-19	Estimated Revenue 2018-19	% of Budget Received	Adopted Budget 2019-20
	BEGINNING FUND BALANCE	30,181	(399)	(45,729)	(45,729)		(303,585)
6831	HOME 12-13	(6,637.00)	-	-	-	#DIV/0!	-
6832	HOME 13-14	20,352.00	-	-	14,872	#DIV/0!	109,756
6833	HOME 14-15	21,573.00	-	-	-	#DIV/0!	-
6834	HOME 15-16	522,482.00	91,777	232,360	229,472	98.8%	45,894
6836	HOME 16-17	16,132.00	204,149	339,110	252,146	74.4%	50,429
6837	HOME 17-18	-	-	330,090	242,125	73.4%	50,648
6838	HOME 18-19	-	-	-	122,709	55%	347,876
6839	HOME 19-20	-	-	-	-		439,386
	Total Revenues	573,902	295,926	901,560	861,324	95.5%	1,043,989
Code	Expenditure Classification	Actual Expense 2016-17	Actual Expense 2017-18	Amended Budget 2018-19	Estimated Expense 2018-19	% of Budget Expended	Adopted Budget 2019-20
7444-0014	CHDO 13-14	-	-	-	-	#DIV/0!	109,756
7444-0016	CHDO 15-16	317,375	93,806	232,360	-	0%	45,894
7444-0017	CHDO 16-17	-	-	50,249	-	0%	50,429
7444-0018	CHDO 17-18	-	-	50,648	-	0%	50,648
7444-0019	CHDO 18-19	-	-	50,648	-	0%	74,303
7444-0020	CHDO 19-20	-	-	-	-	#DIV/0!	69,377
7481-0058	HOME Administration 16-17	-	16,340	-	16,340	#DIV/0!	-
7481-0059	HOME Administration 17-18	-	-	-	16,883	#DIV/0!	-
7481-0060	HOME Administration 18-19	-	-	16,340	13,591	83%	11,176
7481-0061	HOME Administration 19-20	-	-	-	-	#DIV/0!	23,126
7598-0023	Senior Repair Program 12-13	44,433	-	-	-	#DIV/0!	-
7598-0024	Senior Repair Program 13-14	-	-	-	14,872	#DIV/0!	-
7598-0025	Senior Repair Program 14-15	3,989	-	-	241,517	#DIV/0!	-
7598-0026	Senior Repair Program 15-16	229,472	-	-	229,472	#DIV/0!	-
7598-0027	Senior Repair Program 16-17	9,213	231,110	80,213	252,146	314%	-
7598-0028	Senior Repair Program 17-18	-	-	130,000	225,242	173%	-
7598-0029	Senior Repair Program 18-19	-	-	263,102	109,118	41%	262,397
7598-0030	Senior Repair Program 19-20	-	-	-	-	#DIV/0!	346,883
7645-0002	Victorville CHDO Recovery	-	-	28,000	-	0%	-
	Total Expenditures	604,482	341,256	901,560	1,119,180	124%	1,043,989

APPLE VALLEY CalHOME

TOTAL APPROPRIATIONS - \$80,000

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

Apple Valley CalHome 2410-4210							
Code	Revenue Classification	Actual Revenue 2016-17	Actual Revenue 2017-18	Amended Budget 2018-19	Estimated Revenue 2018-19	% of Budget Received	Adopted Budget 2019-20
	BEGINNING FUND BALANCE	2,644,121	2,644,121	2,668,211	2,668,211		2,788,211
4255	Interest Earnings	-	-	-	-	0.0%	-
6829	10 Cal Home - 6694	-	-	-	-	0.0%	-
6830	11 Cal Home - 8828	-	-	-	-	0.0%	-
6831	12 Cal Home	-	-	-	-	0.0%	-
6885	Prgm Income - Cal Home	113,993	121,100	60,000	120,000	200.0%	80,000
	Total Revenues	113,993	121,100	60,000	120,000	200.0%	80,000
Code	Expenditure Classification	Actual Expense 2016-17	Actual Expense 2017-18	Amended Budget 2018-19	Estimated Expense 2018-19	% of Budget Expended	Adopted Budget 2019-20
7450	Closed Housing Loans	113,993	102,355	-	-	0.0%	-
7451	New Housing Loans	-	(5,346)	-	-	0.0%	-
7465	DAP 2010-2012	-	-	-	-	0.0%	-
7466	DAP 2012-2014	-	-	-	-	0.0%	-
7467	DAP 2014-2015	-	-	60,000	-	0.0%	-
7563	RRLP - 2012-2013	-	-	-	-	0.0%	-
7564	RRLP - 2013-2014	-	-	-	-	0.0%	-
7565	RRLP - 2014-2015	-	-	-	-	0.0%	80,000
	Total Expenditures	113,993	97,010	60,000	-	0.0%	80,000
	ENDING FUND BALANCE	2,644,121	2,668,211	2,668,211	2,788,211	0.0%	2,788,211

PARKS & RECREATION QUIMBY FUND

TOTAL APPROPRIATIONS - \$0

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

Parks & Recreation Quimby Fund - Account Number 2520-5210							
Code	Revenue Classification	Actual Revenue 2016-17	Actual Revenue 2017-18	Amended Budget 2018-19	Estimated Revenue 2018-19	% of Budget Received	Adopted Budget 2019-20
BEGINNING FUND BALANCE		326,024	475,620	673,661	673,661		883,461
6166	Quimby Fees	155,648	207,612	150,000	200,000	133.3%	200,000
4255	Interest	2,858	5,971	-	9,800	0.0%	-
Total Revenues		158,506	213,583	150,000	209,800	139.9%	200,000
Code	Expenditure Classification	Actual Expenses 2016-17	Actual Expenses 2017-18	Amended Budget 2018-19	Estimated Expense 2018-19	% of Budget Received	Adopted Budget 2019-20
							-
9300	Capital Projects	8,910	15,508	-	-	0.0%	-
9444	Land Acquisition	-	34	-	-	0.0%	-
9610	Tr to 2510 - Parks Master Plan	-	-	-	-	0.0%	-
Total Expenditures		8,910	15,542	-	-	0.0%	-
ENDING FUND BALANCE		475,620	673,661	823,661	883,461	107.3%	1,083,461

POLICE GRANTS

TOTAL APPROPRIATIONS - \$54,089

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 2016-17	Actual Revenue 2017-18	Amended Budget 2018-19	Estimated Revenue 2018-19	% of Budget Received	Adopted Budget 2019-20
	BEGINNING FUND BALANCE	31,011	15,802	(28,612)	(28,612)		(33,751)
2516-6927	Annual JAG Grant 2015	15,663	-	-	-	0.0%	-
2517-6927	Annual JAG Grant	-	-	-	-	0.0%	-
2519-6927	Homeland Security	16,505	25,398	22,779	21,016	92.3%	20,728
2520-4181	Refunds, Reimb, Rebates	-	27,380	-	-	0.0%	-
	Total Revenues	32,168	52,778	22,779	21,016	92.3%	20,728
Code	Expenditure Classification	Actual Expenses 2016-17	Actual Expenses 2017-18	Amended Budget 2018-19	Estimated Expense 2018-19	% of Budget Expended	Adopted Budget 2019-20
7020	Salaries Part-Time	6,530	26,390	32,884	5,311	16.2%	32,884
7150	Medicare	95	383	477	77	16.1%	477
	Total Personnel	6,625	26,773	33,361	5,388	16.2%	33,361
2015 JAG Grant 2516							
8940	Contract Services	20,752	22,297	-	500	0.0%	-
	Total Annual JAG Grant	20,752	22,297	-	500	0.0%	-
Homeland Security 2519							
7370	Special Department Supplies	20,000	48,122	20,267	20,267	100.0%	20,728
	Total Homeland Security	20,000	48,122	20,267	20,267	100.0%	20,728
Cal GR 2520							
8940	Contract Services Cal Pal	-	-	-	-	0.0%	-
	Total Cal E M A	-	-	-	-	0.0%	-
	Total Expenditures	47,377	97,192	53,628	26,155	48.77%	54,089
	ENDING FUND BALANCE	15,802	(28,612)	(59,461)	(33,751)		(67,112)

Personnel Schedule	Actual 2016-17	Actual 2017-18	Actual 2018-19	Adopted 2019-20
Part Time:				
Boxing Coach (PAL)	0.48	0.48	0.48	0.48
Senior Office Assistant	0.48	0.48	0.48	0.48
Total FTE's:	0.96	0.96	0.96	0.96

ASSET SEIZURE

TOTAL APPROPRIATIONS - \$0

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

Asset Seizure - Account Number 2620-2010						
Code	Revenue Classification	Actual Revenue 2016-17	Actual Revenue 2017-18	Amended Budget 2018-19	Estimated Revenue 2018-19	% of Budget Received Adopted Budget 2019-20
BEGINNING FUND BALANCE		1,884	1,896	1,915	1,915	6,330
4255	Interest	12	19	-	15	0.0%
6806	Asset Seizure	-	-	-	4,400	0.0%
Total Revenues		12	19	-	4,415	-
Code	Expenditure Classification	Actual Expenses 2016-17	Actual Expenses 2017-18	Amended Budget 2018-19	Estimated Expense 2018-19	% of Budget Expended Adopted Budget 2019-20
7370	Special Department Supplies	-	-	-	-	0.0%
9120	Capital Equipment	-	-	-	-	0.0%
9514	P D T/I - 2014-2015	-	-	-	-	0.0%
9999	Transfer Out - 2610	-	-	-	-	0.0%
Total Expenditures		-	-	-	-	-
ENDING FUND BALANCE		1,896	1,915	1,915	6,330	330.6%

DRUG & GANG PREVENTION

TOTAL APPROPRIATIONS - \$ 0

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

Drug and Gang Prevention - Account Number 2630-2010						
Code	Revenue Classification	Actual Revenue 2016-17	Actual Revenue 2017-18	Amended Budget 2018-19	Estimated Revenue 2018-19	% of Budget Received Adopted Budget 2019-20
BEGINNING FUND BALANCE		5,957	5,997	6,056	6,056	10,439
4255	Interest	40	59	-	40	0.0%
6806	Asset Seizure	-	-	-	4,343	0.0%
Total Revenues		40	59	-	4,383	0.0%
Code	Expenditure Classification	Actual Expenses 2016-17	Actual Expenses 2017-18	Amended Budget 2018-19	Estimated Expense 2018-19	% of Budget Expended Adopted Budget 2019-20
7370	Special Department Supplies	-	-	-	-	0.0%
Total Expenditures		-	-	-	-	0.0%
ENDING FUND BALANCE		5,997	6,056	6,056	10,439	172.4%

LIGHTING AND LANDSCAPE DISTRICT

TOTAL APPROPRIATIONS -\$360,000

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 2016-17	Actual Revenue 2017-18	Amended Budget 2018-19	Estimated Revenue 2018-19	% of Budget Received	Adopted Budget 2019-20
	BEGINNING FUND BALANCE	1,362,929	1,416,652	1,505,860	1,505,860		1,465,860
4020	Property Tax	318,022	291,893	315,000	315,000	100.0%	315,000
4255	Interest	9,214	14,149	5,000	5,000	100.0%	5,000
	Total Revenues	327,236	306,042	320,000	320,000	100.0%	320,000
Code	Expenditure Classification	Actual Expenses 2016-17	Actual Expenses 2017-18	Amended Budget 2018-19	Estimated Expense 2018-19	% of Budget Used	Adopted Budget 2019-20
7935	Right of Way Maintenance	269,312	212,051	460,000	350,000	76.1%	350,000
8964	Engineering Contractor	4,200	4,783	10,000	10,000	100.0%	10,000
	Total Expenditures	273,513	216,834	470,000	360,000	76.6%	360,000
	ENDING FUND BALANCE	1,416,652	1,505,860	1,355,860	1,465,860	108.1%	1,425,860

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Town of Apple Valley

NAVISP INFRASTRUCTURE

TOTAL APPROPRIATIONS: \$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 2016-17	Actual Revenue 2017-18	Amended Budget 2018-19	Estimated Revenue 2018-19	% of Budget Received Adopted Budget 2019-20
BEGINNING FUND BALANCE		1,669,682	1,680,793	1,697,386	1,697,386	1,712,386
4255	Interest	11,111	16,593	6,000	16,000	266.7% 16,500
Total Revenue		11,111	16,593	6,000	16,000	266.7% 16,500
Code	Expenditure Classification	Actual Expense 2016-17	Actual Expense 2017-18	Amended Budget 2018-19	Estimated Expense 2018-19	% of Budget Expended Adopted Budget 2019-20
9485	NAVISP	-	-	965,274	1,000	0.0% 965,274
Total Expenditures		-	-	965,274	1,000	0.0% 965,274
ENDING FUND BALANCE		1,680,793	1,697,386	738,112	1,712,386	232.0% 763,612

CAPITAL IMPROVEMENT PROGRAM - INFRASTRUCTURE (TIF)

TOTAL APPROPRIATIONS - \$3,947,000

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 2016-17	Actual Revenue 2017-18	Amended Budget 2018-19	Estimated Revenue 2018-19	% of Budget Received	Adopted Budget 2019-20
	BEGINNING FUND BALANCE	6,273,785	6,206,632	6,695,398	6,695,398		7,498,908
4181	Refunds, Reimb, Rebates	7,263,220	962,667	-	273,000	0.0%	200,000
4181	Zone 4 Flood Control Reimb (9595)	-	-	-	-	0.0%	-
4181	STP Surface Transportation Program	-	-	-	-	0.0%	-
4181	ATP - State Only	-	-	-	-	0.0%	2,637,000
4255	Interest	34,835	67,846	-	33,500	0.0%	34,000
6126	General Government Facilities	-	-	-	7,710	0.0%	-
6184	Traffic Impact Fees	787,655	421,668	750,000	700,000	93.3%	511,750
6816	Grants (HSIP)(9284)	87,645	295,615	-	-	0.0%	-
6999	Transfer In - 2730	-	-	-	-	0.0%	-
	Total Revenue	8,173,355	1,747,795	750,000	1,014,210	135.2%	3,382,750
Code	Expenditure Classification	Actual Expense 2016-17	Actual Expense 2017-18	Amended Budget 2018-19	Estimated Expense 2018-19	% of Budget Expended	Adopted Budget 2019-20
9265	Apple Valley South Safe Routes to Sch	-	-	-	-	0.0%	2,637,000
9472	Lafayette @ Dale Evans Parkway	-	-	1,230,333	15,000	1.2%	265,000
9473	Wiki Road	-	-	200,000	-	0.0%	130,000
9561-0001	Bear Valley Intersection Improvements	-	-	-	-	0.0%	525,000
9572	Town Wide Class II Bikeway Upgrade	-	699,233	-	-	0.0%	-
9598	Dale Evans Median Improvements	-	-	-	-	0.0%	-
9588	Yucca Loma Bridge	472,866	304,094	-	185,000	0.0%	-
9595	Yucca Loma Rd Widening(YLB-AV Rd)	7,596,400	175,039	-	7,800	0.0%	-
9597	AV Town Center Signal	-	77,612	-	2,900	0.0%	-
4210-9597	AV Town Center Signal	-	3,050	-	-	0.0%	-
9599	Bear Valley Road Commercial Corridor	-	-	250,000	-	0.0%	-
9591	Yucca Loma Corridor	-	-	-	-	0.0%	-
9205	AV Rd @ Bear Valley Rd SE Corner	-	-	-	-	0.0%	390,000
9999-4910	Transfer Out - 4910	171,242	-	-	-	0.0%	-
	Total Expenditures	8,240,508	1,259,029	1,680,333	210,700	12.5%	3,947,000
	ENDING FUND BALANCE	6,206,632	6,695,398	5,765,065	7,498,908	130.1%	6,934,658

ANIMAL CONTROL FACILITIES

TOTAL APPROPRIATIONS - \$0

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

Animal Control Facilities 4710-1200						
Code	Revenue Classification	Actual Revenue 2016-17	Actual Revenue 2017-18	Amended Budget 2018-19	Estimated Revenue 2018-19	% of Budget Received Adopted Budget 2019-2020
BEGINNING FUND BALANCE		124,543	139,458	144,375	144,375	149,375
4255	Interest	876	1,407	-	1,000	0% 1,200
6102	Animal Control Facilities Fee	14,039	3,510	-	4,000	0% 7,000
Total Revenue		14,915	4,917	-	5,000	0% 8,200
Code	Expenditure Classification	Actual Expense 2016-17	Actual Expense 2017-18	Amended Budget 2018-19	Estimated Expense 2018-19	% of Budget Expended Adopted Budget 2019-2020
7935	Right of Way Maintenance	-	-	-	-	0.0% -
8964	Engineering Cont - General	-	-	-	-	0.0% -
Total Expenditures		-	-	-	-	0.0% -
ENDING FUND BALANCE		139,458	144,375	144,375	149,375	103% 157,575

LAW ENFORCEMENT FACILITIES

TOTAL APPROPRIATIONS - \$0

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

Law Enforcement Facilities 4720-1200						
Code	Revenue Classification	Actual Revenue 2016-17	Actual Revenue 2017-18	Amended Budget 2018-19	Estimated Revenue 2018-19	% of Budget Received Adopted Budget 2019-20
BEGINNING FUND BALANCE		72,960	71,195	68,797	68,797	85,297
4255	Interest	393	705	-	500	0.0% 500
6140	Law Enforcement Facilities Fee	47,802	10,018	-	16,000	0.0% 15,000
Total Revenue		48,195	10,723	-	16,500	#DIV/0! 15,500
Code	Expenditure Classification	Actual Expense 2016-17	Actual Expense 2017-18	Amended Budget 2018-19	Estimated Expense 2018-19	% of Budget Expended Adopted Budget 2019-20
9120	Capital Equipment 2014-2015	21,700	13,121	-	-	0.0% -
9300	Capital Projects	28,260	-	-	-	0.0% -
Total Expenditures		49,960	13,121	-	-	#DIV/0! -
ENDING FUND BALANCE		71,195	68,797	68,797	85,297	124.0% 100,797

GENERAL GOVERNMENT FACILITIES

TOTAL APPROPRIATIONS - \$0

General Government Facilities 4730-1500						
Code	Revenue Classification	Actual Revenue 2016-17	Actual Revenue 2017-18	Amended Budget 2018-19	Estimated Revenue 2018-19	% of Budget Received Adopted Budget 2019-2020
BEGINNING FUND BALANCE		138,385	245,331	274,119	274,119	344,202
4255	Interest	1,277	2,650	-	1,786	0.0%
6126	General Gov Facilities Fees	105,669	26,138	-	68,297	0.0%
Total Revenue		106,946	28,788	-	70,083	#DIV/0!
Code	Expenditure Classification	Actual Expense 2016-17	Actual Expense 2017-18	Amended Budget 2018-19	Estimated Expense 2018-19	% of Budget Expended Adopted Budget 2019-2020
9120	Capital Equipment	-	-	-	-	0.0%
9610	Transfer - 4110	-	-	-	-	0.0%
Total Expenditures		-	-	-	-	0.0%
ENDING FUND BALANCE		245,331	274,119	274,119	344,202	0.0%

PUBLIC MEETING FACILITIES

TOTAL APPROPRIATIONS - \$0

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

Public Meeting Facilities 4740-1200						
Code	Revenue Classification	Actual Revenue 2016-17	Actual Revenue 2017-18	Amended Budget 2018-19	Estimated Revenue 2018-19	% of Budget Received Adopted Budget 2019-20
BEGINNING FUND BALANCE		183,314	251,322	270,688	270,688	287,688
4255	Interest	1,442	2,627	-	2,000	0.0% 2,000
6164	Public Meeting Facilities Fee	66,566	16,739	-	15,000	0.0% 15,000
Total Revenue		68,008	19,366	-	17,000	#DIV/0! 17,000
Code	Expenditure Classification	Actual Expense 2016-17	Actual Expense 2017-18	Amended Budget 2018-19	Estimated Expense 2018-19	% of Budget Expended Adopted Budget 2019-20
9610	Transfer - 4110	-	-	-	-	0.0% -
Total Expenditures		-	-	-	-	0.0% -
ENDING FUND BALANCE		251,322	270,688	270,688	287,688	0.0% 304,688

AQUATIC FACILITIES

TOTAL APPROPRIATIONS - \$0

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

Aquatic Facilities - 4750-1200						
Code	Revenue Classification	Actual Revenue 2016-17	Actual Revenue 2017-18	Amended Budget 2018-19	Estimated Revenue 2018-19	% of Budget Received Adopted Budget 2019-2020
	BEGINNING FUND BALANCE	78,643	100,710	107,151	107,151	106,651
4255	Interest	595	1,041	-	1,000	#DIV/0! 1,000
6106	Aquatic Facilities Fees	21,472	5,400	-	5,000	#DIV/0! 5,000
	Total Revenue	22,067	6,441	-	6,000	#DIV/0! 6,000
Code	Expenditure Classification	Actual Expense 2016-17	Actual Expense 2017-18	Amended Budget 2018-19	Estimated Expense 2018-19	% of Budget Expended Adopted Budget 2019-2020
9300	Capital Projects	-	-	6,500	6,500	100.0% -
	Total Expenditures	-	-	6,500	6,500	0.0% -
	ENDING FUND BALANCE	100,710	107,151	100,651	106,651	106.0% 112,651

STORM DRAINS

TOTAL APPROPRIATIONS - \$1,170,000

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 2016-17	Actual Revenue 2017-18	Amended Budget 2018-19	Estimated Revenue 2018-19	Adopted Budget 2019-20
	BEGINNING FUND BALANCE	1,605,218	2,009,533	2,130,995	2,130,995	1,585,995
4255	Interest	11,981	20,720	8,000	15,000	15,000
6670	Storm Drainage Facilities Fees	395,290	101,240	190,000	120,000	100,000
	Total Revenue	407,272	121,959	198,000	135,000	115,000
Code	Expenditure Classification	Actual Expense 2016-17	Actual Expense 2017-18	Amended Budget 2018-19	Estimated Expense 2018-19	Adopted Budget 2019-20
7335	NPDES Compliance	-	-	-	100,000	120,000
7336	NPDES Compliance - CAA	-	-	-	50,000	50,000
8940	Contract Services	412	497	-	-	-
9300	Capital Projects	-	-	380,000	380,000	1,000,000
9367	Dry Wells	-	-	300,000	300,000	-
9444	Land Acquisition	2,545	-	-	-	-
	Total Expenditures	2,957	497	680,000	680,000	1,170,000
	ENDING FUND BALANCE	2,009,533	2,130,995	1,648,995	1,585,995	530,995

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 2016-17	Actual Revenue 2017-18	Amended Budget 2018-19	Estimated Revenue 2018-19	% of Budget Received	Adopted Budget 2019-20
BEGINNING FUND BALANCE		1,117,192	1,163,959	1,232,889	1,232,889		2,143,889
4255	Interest	7,614	11,897	-	11,000	0.0%	11,000
6600	Sanitary Sewer Facilities Fees	39,152	57,034	-	900,000	0.0%	50,000
Total Revenue		46,766	68,931	-	911,000	#DIV/0!	61,000
Code	Expenditure Classification	Actual Expense 2016-17	Actual Expense 2017-18	Amended Budget 2018-19	Estimated Expense 2018-19	% of Budget Expended	Adopted Budget 2019-20
9610	Transfer - 5010	-	-	-	-	0.0%	-
Total Expenditures		-	-	-	-	0.0%	-
ENDING FUND BALANCE		1,163,959	1,232,889	1,232,889	2,143,889	173.9%	2,204,889

MISCELLANEOUS GRANT FUND

TOTAL BUDGET - \$789,398

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 2016-17	Actual Revenue 2017-18	Amended Budget 2018-19	Estimated Revenue 2018-19	% of Budget Received
BEGINNING FUND BALANCE		(128,175)	(24,013)	(36,334)	(36,334)	
Special Purpose Grants						
0000-6999-1001	Transfer In- 1001	366,495	-	-	-	0.0%
4801-6999-4410	Transfer In- 4410	171,242	-	-	-	0.0%
4803-6908-0000	DOC Recycling	18,304	18,860	-	18,747	0.0%
4804-6907-xxxx	Waste Tire Clean-Up	-	-	-	-	0.0%
4816-6907-0003	Waste Tire Amnesty	-	-	1,319	1,319	0.0%
4822-6816-0000	MSHCP-Multi-Species Habitat Con Plan	106,051	122,980	72,938	72,938	0.0%
4829-6816-0000	Municipal Spay-Neuter Grant	-	-	15,000	15,000	0.0%
4830-6816-0000	AV Desert Water Resuse (CNRA)	-	-	36,187	31,519	0.0%
4831-6816-0000	AV Desert Water Resuse (BOR)	-	-	-	-	0.0%
Total Revenues		662,092	141,840	125,444	139,523	111.2%
Code	Expenditure Classification	Actual Expense 2016-17	Actual Expense 2017-18	Amended Budget 2018-19	Estimated Expense 2018-19	% of Budget Expended
4801-9589-0000	Yucca Loma Elementary School	94,165	13,630	-	-	0.0%
DOC Recycling						
4803-7010-0000	Salaries	-	244	-	1,747	0.0%
4803-7030-0000	Overtime	-	784	-	-	0.0%
4803-7150-0000	Medicare	-	13	-	-	0.0%
4803-7160-0000	PERS	-	29	-	-	0.0%
4803-7350-0000	Public Information	-	-	-	4,000	0.0%
4803-8940-0000	Contract Services	13,428	16,695	-	13,000	0.0%
Waste Tire Cleanup						
4804-7010-0000	Salaries	-	-	-	5,000	0.0%
4804-7370-0000	Special Dept. Supplies/Exp	-	-	-	250	0.0%
4804-8940-0000	Contract Services	1,884	1,487	-	798	0.0%
Waste Tire Amnesty						
4816-7010-0000	Salaries	-	-	-	11,800	0.0%
4816-7030-0000	Overtime	-	2,013	1,300	483	37.2%
4816-7150-0000	Medicare	-	25	19	7	36.8%
4816-7350-0000	Public Information	-	-	-	2,800	0.0%
4816-7370-0000	Special Dept. Supplies/Exp	-	-	-	615	0.0%
4816-7970-0000	Small Tools	-	-	-	45	0.0%
4816-8940-0000	Contract Services	6,337	2,567	-	4,530	0.0%
Special Purpose Grants						
2521-8988-0000	PetSmart Charities	5,276	6,618	-	1,442	0.0%
4213-7259-0000	Miscellaneous Costs	-	-	-	-	0.0%
4810-9563-0000	SR25 Rancho Verde Elem.School	9,796	-	-	11,795	0.0%
4822-8940-0000	USFWS-CDFG Contract Services	427,044	110,055	-	63,732	0.0%
4829-8988-0000	Municipal Spay Neuter	-	-	-	2,184	0.0%
4830-9502-0000	AV Desert Water Resuse (CNRA)	-	-	36,187	31,519	87.1%
4831-9502-0000	AV Desert Water Resuse (BOR)	-	-	-	-	0.0%
Total Expenditures		557,930	154,161	37,506	155,746	415.26%
ENDING FUND BALANCE		(24,013)	(36,334)	51,604	(52,557)	-101.8%
Personnel Schedule		Actual 2016-17	Actual 2017-18	Actual 2018-19	Adopted 2019-20	
4910-4816	Code Enforcement Officer II - Overtime	0.00	0.00	0.02	0.02	
Total FTE's:		0.00	0.00	0.02	0.02	

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, 5020, 5030, 5040, 5050							
Code	Revenue Classification	Actual Revenue 2016-17	Actual Revenue 2017-18	Amended Budget 2018-19	Estimated Revenue 2018-19	% of Budget Received	Adopted Budget 2019-20
	BEGINNING FUND BALANCE	37,803,582	39,095,542	38,762,364	38,762,364		38,279,419
4181	Refunds, Reimb, Rebates	23	-	-	-	0.0%	-
4190	Debt Service Principle - 5040	66,182	65,688	-	35,000	0.0%	35,000
4190	Debt Service Principle - 5050	270,783	246,009	-	225,000	0.0%	225,000
4255	Interest - 5010	41,986	91,411	4,000	75,000	1875.0%	50,000
4255	Interest - 5020	9,290	13,872	-	10,000	0.0%	-
4255	Interest - 5030	4	5	-	-	0.0%	-
4255	Interest - 5040	3,795	6,815	-	5,000	0.0%	5,000
4255	Interest - 5050	4,803	15,950	-	5,000	0.0%	5,000
4355	Fines - 5050	-	16	-	-	0.0%	-
6146	Lot Splits	-	-	1,000	1,000	100.0%	1,000
6510	Administrative Fees	75,303	68,984	60,000	60,000	100.0%	65,000
6520	Buy In Fee	17,866	44,561	25,000	65,000	260.0%	25,000
6530	Inspection Fees	3,086	3,537	3,000	10,000	333.3%	3,000
6540	Local Sewer Connection Fees	221,801	56,476	75,000	75,000	100.0%	60,000
6630	Sewer Replacement Revenue	352,834	333,526	400,000	400,000	100.0%	400,000
6650	Sewer Use Fees	5,308,952	5,039,811	6,300,000	6,300,000	100.0%	6,000,000
6670	Storm Drainage Facilities	5,837	342	2,500	155,000	6200.0%	2,500
6999-1001	Transfer In- 1001	723,000	-	-	-	0.0%	-
	Total Revenues	7,105,546	5,987,002	6,870,500	7,421,000	108.0%	6,876,500
Code	Expenditure Classification	Actual Expense 2016-17	Actual Expense 2017-18	Amended Budget 2018-19	Estimated Expense 2018-19	% of Budget Expended	Adopted Budget 2019-20
	Personnel Services						
7010	Salaries & Wages	365,264	379,969	361,002	324,208	89.8%	412,096
7030	Wages Overtime	21,488	17,779	15,000	15,448	103.0%	-
7110	Cafeteria Benefits	56,905	53,549	56,167	48,664	86.6%	63,651
7120	Deferred Comp	3,613	4,265	-	-	0.0%	-
7140	RHS	1,673	1,639	1,805	1,510	83.7%	2,060
7150	Medicare	5,713	6,017	5,255	4,942	94.0%	5,975
7160	PERS	60,643	78,781	76,355	73,479	96.2%	115,753
	Total Personnel	515,298	541,999	515,584	468,251	90.8%	599,535
	Operations & Maintenance						
7180	Uniforms	1,771	2,618	4,000	4,000	100.0%	4,500
7185	Pension Expense - GASB 68	97,644	247,343	-	-	0.0%	-
7207	Banking Fees - Check 21	1,027	941	-	-	0.0%	-
7223	Disposal	1,475	1,353	1,800	1,400	77.8%	1,800
7229	Education & Training	312	2,239	2,900	1,800	62.1%	1,800
7241	Meetings & Conferences	462	278	2,200	500	22.7%	700
7247	Memberships & Dues	1,826	1,242	3,300	3,000	90.9%	3,300
7253	Mileage	-	-	100	100	100.0%	100
7259	Miscellaneous	124	44	500	500	100.0%	500
7265	Office Supplies	329	268	1,000	700	70.0%	1,000
7277	Printing	-	21	2,100	2,100	100.0%	2,100
7289	Subscriptions	-	-	50	50	100.0%	50
7295	0109 Utilities phones/ cell phones	5,816	6,181	8,000	5,000	62.5%	7,000
7295	0847 Utilities Electricity usage	55,793	34,804	65,000	40,000	61.5%	55,000
7295	0848 Utilities Natural gas usage	780	1,709	1,300	700	53.8%	1,000
7295	0849 Utilities Water usage	6,783	5,626	6,000	6,000	100.0%	6,000
7312	Bad Debt	23,602	(623)	-	-	0.0%	-
7360	Safety & Security	706	1,082	3,000	1,000	33.3%	1,500
7655	Building Maintenance	5,450	10,259	10,000	10,000	100.0%	10,000
7755	Grounds Maintenance	5	1,165	700	700	100.0%	700
7942	System Maintenance	99,824	87,170	150,000	110,000	73.3%	120,000
7949	Sewage Treatment	2,105,791	2,278,874	2,300,000	2,300,000	100.0%	2,500,000
7963	Signing	-	1,603	-	-	0.0%	-
7970	Small Tools	1,047	3,116	3,500	3,500	100.0%	3,500
8908	ACS	53,706	58,936	-	58,000	0.0%	58,000
8940	Contracted Services	30,073	69,060	50,000	50,000	100.0%	50,000
8940	Contracted Services - 5050	21,320	8,936	-	7,500	0.0%	7,500
8964	Engineering Contractor	12,970	684	6,000	12,000	200.0%	12,000
9013	Communications Equip	-	378	5,000	1,000	20.0%	1,000
9026	Equipment Maintenance	2,836	2,565	5,000	2,500	50.0%	3,000
9052	Gasoline, Diesel & oil	21,900	19,019	27,000	20,000	74.1%	23,000

Code	Expenditure Classification	Actual Expense 2016-17	Actual Expense 2017-18	Amended Budget 2018-19	Estimated Expense 2018-19	% of Budget Expended	Adopted Budget 2019-20
9065	Leased Equipment	462	471	5,000	800	16.0%	5,000
9078	Safety Equipment	701	883	2,500	1,200	48.0%	1,500
9091	Vehicle Maintenance	9,208	6,074	17,000	17,000	100.0%	20,000
9610	Transfer from 5050 to 8310	226,966	228,813	-	-	0.0%	-
9999	Administrative Overhead	748,409	748,400	748,400	748,400	100.0%	748,400
	Total Operations & Maint	3,539,118	3,831,532	3,431,350	3,409,450	99.4%	3,649,950
	Capital Expenditures						
9750	Depreciation - 5010	1,413,926	1,469,146	1,800,000	1,800,000	100.0%	1,550,000
9750	Depreciation - 5020	63,958	63,958	-	63,958	0.0%	63,958
9750	Depreciation - 5030	87,406	87,406	-	87,406	0.0%	87,406
9750	Depreciation - 5040	157,304	157,304	-	157,304	0.0%	157,304
9750	Depreciation - 5050	36,577	36,577	-	36,577	0.0%	36,577
9120	Capital Outlay	-	-	149,500	145,000	97.0%	10,500
9300	Capital Projects	-	93,521	363,000	363,000	100.0%	450,000
9502	AV Desert Water Reuse	-	38,737	1,373,000	1,373,000	100.0%	2,289,000
	Total Capital Expenditures	1,759,170	1,946,648	3,685,500	4,026,244	109.2%	4,644,744
	Total Expenditures	5,813,586	6,320,180	7,632,434	7,903,945	103.6%	8,894,229
	ENDING FUND BALANCE	39,095,542	38,762,364	38,000,430	38,279,419	100.7%	36,261,690
	Less Capital Assets	28,189,751	26,522,616	29,337,046	25,244,802	86.1%	24,444,802
	TOTAL FUND BALANCE LESS CAPITAL ASSETS	10,905,791	12,239,748	8,663,384	13,034,617	150.5%	11,816,888
Personnel Schedule		Actual 2016-17	Actual 2017-18	Actual 2018-19	Adopted 2019-20		
Full Time:							
Director of Public Works		0.34	0.34	0.00	0.00		
Public Works Manager		0.33	0.33	0.80	0.80		
Public Works Supervisor		1.00	1.00	0.25	0.25		
Administrative Analyst II		0.00	0.00	0.50	0.50		
Administrative Secretary		0.00	0.00	0.30	0.30		
Comm & Housing Dev. Specialist II		0.00	0.00	0.00	0.50		
Comm & Housing Dev. Specialist I		0.00	0.50	0.50	0.00		
Public Services Technician		1.00	0.00	0.00	0.00		
Senior Maintenance Worker		0.50	0.50	0.50	0.50		
Maintenance Worker II		2.00	2.00	1.00	1.00		
Maintenance Worker I		1.00	1.00	2.00	2.00		
Custodian		0.00	0.00	0.50	0.50		
Total FTE's:		6.17	5.67	6.35	6.35		

WASTE MANAGEMENT FUND (5510-7510/4460)							
Code	Revenue Classification	Actual Revenue 2016-17	Actual Revenue 2017-18	Amended Budget 2018-19	Estimated Revenue 2018-19	% of Budget Received	Adopted Budget 2019-20
	BEGINNING FUND BALANCE	2,048,707	2,483,485	2,916,896	2,916,896		6,203,575
4165	Misc Penalties, Fines	22,158	53,671	25,000	38,688	154.8%	30,000
4170-4951	Other Revenue Sources	-	1,375	-	-		-
4179-4951	Recycling Revenue	47,246	44,140	40,000	-	0.0%	-
4181	Refunds, Reimb, Rebates	250	-	-	53,586	0.0%	-
4255	Interest Earnings	25,363	78,817	45,000	294,802	655.1%	60,000
6510	Administration Fees	2,393,827	2,368,363	2,450,000	2,809,512	114.7%	2,800,000
6710	Landfill Fees	3,026,487	3,119,670	3,100,000	3,646,480	117.6%	3,300,000
6720	MRF Operations	-	-	250,000	-	0.0%	-
6730	Waste Disposal Agmt Article 19	28,527	45,305	57,800	24,894	43.1%	25,000
6750	State Recycling Fees	1,365,623	1,377,287	1,380,000	1,589,704	115.2%	1,400,000
6770	Trash Collection Fees	4,356,027	4,523,424	4,425,000	5,329,305	120.4%	4,900,000
6780	Trash Liens	52,077	(11,398)	50,000	-	0.0%	-
6790	Organic Waste Fees	-	-	-	-	0.0%	40,800
6924-4951	Oil Payment Program - State	19,829	39,569	19,000	19,000	100.0%	19,000
	Total Revenues	11,337,414	11,640,224	11,841,800	13,805,971	116.6%	12,574,800
Code	Expenditure Classification	Actual Expense 2016-17	Actual Expense 2017-18	Amended Budget 2018-19	Estimated Expense 2018-19	% of Budget Expended	Adopted Budget 2019-20
	Personnel Services 5510-7510						
7010	Salaries	97,054	54,016	41,046	54,511	132.8%	290,352
7030	Overtime	52	-	-	-	0.0%	-
7110	Cafeteria Benefits	15,002	13,863	14,717	12,675	86.1%	40,635
7120	Deferred Comp	2,287	-	-	-	0.0%	-
7140	RHS	485	266	286	272	95.1%	1,452
7150	Medicare	1,365	755	829	775	93.5%	4,223
7160	PERS	17,037	11,613	7,336	9,742	132.8%	69,032
7165	Auto Allowance	-	-	-	-	0.0%	889
	Total Personnel	133,281	80,513	64,214	77,975		406,583
	Operations & Maintenance 5510-7510						
7185	Pension Expense - GASB 68	17,437	13,122	-	-	0.0%	-
7205-4951	Advertising	-	-	500	500	100.0%	2,000
7207	Banking Fees - Check 21	2,169	1,989	2,800	2,128	76.0%	2,800
7229-4951	Education & Training	-	-	350	350	0.0%	3,500
7241-4951	Meetings & Conferences	660	1,410	2,000	1,000	0.0%	2,000
7247-4951	Membership & Dues	242	242	300	0	0.0%	-
7253-4951	Mileage	1,309	238	1,500	0	0.0%	-
7265-0000	Office Supplies	-	34	-	-		-
7259-4951	Miscellaneous	-	26	200	200	100.0%	-
7277-4951	Printing	85	-	250	250	100.0%	250
7312	Bad Debt	53,187	(1,320)	-	-	0.0%	-
7330	Hardware/Software Supplies/Exp	-	-	-	-	0.0%	-
7350-4951	Public Information	-	-	700	700	100.0%	2,000
8908	ACS Computer Services	100,440	111,777	125,000	90,000	72.0%	120,000
8924	AVCO Disposal	5,861,649	6,009,539	5,916,844	6,521,240	110.2%	6,521,240
8940	Contract Services	35,696	12,851	40,000	30,000	75.0%	40,000
8952	County Solid Waste	1,505,327	1,534,806	1,536,845	1,321,694	86.0%	1,540,000
8970	HH Hazardous Waste-Recycling	-	-	900	900	0.0%	1,000
8970-4951	Household Hazardous Waste	11,997	2,209	15,000	2,000	13.3%	27,000
8971-4951	Household Hazardous Waste-Co Fire	79,052	81,510	85,000	85,670	100.8%	85,000
8972	Legal Services	-	-	-	-	#DIV/0!	3,150,000
8976	MRF Operations/Admin	125,813	196,078	250,000	120,000	0.0%	250,000
8980	Organic Recycling	14,567	-	13,000	13,000	100.0%	34,600
8984	Solid Waste JPA	30,882	47,659	50,000	48,472	96.9%	50,000
	Total Operations & Maint	7,840,513	8,012,172	8,041,189	8,238,104	102.4%	11,831,390

Code	Expenditure Classification	Actual Expense 2016-17	Actual Expense 2017-18	Amended Budget 2018-19	Estimated Expense 2018-19	% of Budget Expended	Adopted Budget 2019-20
Household Hazardous Waste - Used Oil (5510-4460)							
7010-4951	Salaries Regular	675	761	1,000	5,800	100.0%	-
7020-4951	Salaries Part-Time	11,037	11,228	14,267	8,031	56.3%	38,177
7025-4951	Part-Time Sick Leave	-	-	-	257	0.0%	-
7030-4951	Overtime	6,442	3,709	500	11,339	2267.8%	-
7150-4951	Medicare	252	222	207	337	162.8%	554
7160-4951	PERS	176	78	-	7,588	0.0%	-
7241-4951	Meetings and Conferences	268	958	-	-	0.0%	-
7253-4951	Mileage Exp/Allowance	1,186	599	-	-	0.0%	-
8970-4951	Household Hazardous Waste	290	350	-	-	0.0%	-
Total HHW - Used Oil		20,327	17,905	15,974	33,352	208.8%	38,731
Debt Service							
9309	Change in Investment in Joint Venture	67,561	67,561	67,561	67,561	100.0%	67,561
9840	Debt Service - MRF	-	-	210,000	210,000	100.0%	252,500
9860	Interest Expense	45,912	30,621	58,000	58,000	100.0%	12,878
Total Debt Service		113,473	98,182	335,561	335,561	100.0%	332,939
Transfers							
9610	Transfer - 1001 (Franchise Fee)	2,005,553	2,208,641	1,044,900	1,044,900	100.0%	1,050,950
9999	Administrative Overhead	789,489	789,400	789,400	789,400	100.0%	789,400
Total Transfers		2,795,042	2,998,041	1,834,300	1,834,300	100.0%	1,840,350
Total Expenditures		10,902,636	11,206,813	10,291,238	10,519,292	102.2%	14,449,993
ENDING FUND BALANCE		2,483,485	2,916,896	4,467,458	6,203,575	138.9%	4,328,382
Personnel Schedule		Actual 2016-17	Actual 2017-18	Actual 2018-19	Adopted 2019-20		
Full Time:							
	Assistant Town Manager	0.00	0.00	0.00	0.05		
	Assistant Director/Energy/Environment	0.50	0.00	0.00	0.00		
	Assistant Director of Com. Dev.	0.00	0.00	0.00	0.25		
	Public Services Manager	0.50	0.00	0.00	0.00		
	Code Enforcement Manager	0.00	0.00	0.00	0.30		
	Code Enforcement Officer II	0.00	0.00	0.00	1.20		
	Code Enforcement Officer I	0.00	0.00	0.00	0.30		
	Code Enforcement Technician	0.00	0.00	0.00	0.30		
	Administrative Secretary	0.00	0.30	0.30	0.40		
	Account Clerk II	1.00	1.00	1.00	1.00		
Part Time:							
	Community Enhancement Officer	0.00	0.00	0.00	0.45		
	HHW Operator (P/T)	0.56	0.56	0.56	0.42		
Total FTE's:		2.56	1.86	1.86	4.67		

GOLF COURSE ENTERPRISE FUND

TOTAL BUDGET - \$1,087,650

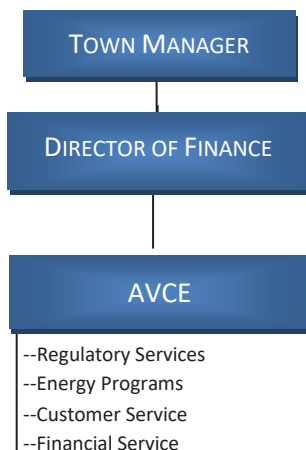
This fund accounts for the costs of providing golf to the general public and the user charges by which these costs are recovered.

GOLF COURSE ENTERPRISE FUND 5710							
Code	Revenue Classification	Actual Revenue 2016-17	Actual Revenue 2017-18	Amended Budget 2018-19	Estimated Revenue 2018-19	% of Budget Received	Adopted Budget 2019-20
	BEGINNING FUND BALANCE	(1,828,501)	(1,965,996)	(2,017,196)	(2,017,196)		(1,877,445)
4170	Other Revenue Sources	17,688	100	-	-	0.0%	-
4184	Cash over/short	34	(65)	-	-	0.0%	-
5700	Cell Tower Rents	29,818	30,713	33,000	33,382	0.0%	22,250
6420	Green Fees	575,904	581,686	575,000	610,000	106.1%	615,000
6485	SGM Food & Beverage 2%	7,210	6,422	7,500	6,000	0.0%	-
6490	Other Golf Course Revenue	(1,939)	-	-	-	0.0%	-
6999	Transfer - 1001	333,748	436,601	450,000	450,000	100.0%	443,936
4255	Interest Earnings	52,811	37,170	-	10,000	#DIV/0!	10,000
	Total Revenues	962,462	1,055,457	1,065,500	1,109,382	104.1%	1,091,186
Code	Expenditure Classification	Actual Expense 2016-17	Actual Expense 2017-18	Amended Budget 2018-19	Estimated Expense 2018-19	% of Budget Expended	Adopted Budget 2019-20
0000	Non-departmental						
7205	Advertising-Marketing	11,140	14,976	12,000	14,000	116.7%	12,000
7217	Credit Card Costs	9,464	10,153	9,500	9,500	100.0%	10,000
7259	Miscellaneous Costs	3,266	37	-	-	0.0%	-
7295-0849	Utilities: Water Usage	1,292	3,061	-	1,200	0.0%	1,200
7324	Gift Certificates	1,060	(197)	-	-	0.0%	-
7332	Management Fee	96,000	96,000	96,000	96,000	100.0%	99,000
7360	Safety & Security	-	-	-	-	0.0%	-
8940	Contract Services	-	-	40,200	-	0.0%	-
9065	Leased Equipment	2,734	2,709	3,000	3,000	0.0%	3,000
9120	Capital Equipment	-	6,907	-	-	0.0%	-
9750	Depreciation	67,454	82,012	65,000	65,000	100.0%	65,000
9860	Interest Expense	24,607	36,681	-	-	0.0%	-
Various	Non-departmental - Other	42,423	52,444	-	-	0.0%	-
	Sub-Total Non-departmental	259,440	304,783	225,700	188,700	83.6%	190,200
7700	Golf Club - Administrative						
7205	Advertising-Marketing	884	-	-	-	0.0%	-
7247	Membership & Dues	275	-	-	-	0.0%	-
7265	Office Supplies/Expense	644	533	600	-	0.0%	600
7295-0109	Utilities: Phone, Internet, Cell Phone	1,026	-	-	-	0.0%	-
7271	Postage	-	-	4	-	0.0%	-
7277	Printing	-	-	75	-	0.0%	-
7331	License & Fees	861	-	-	-	0.0%	-
7655	Building Maintenance	8	-	7,000	11,000	157.1%	5,000
8940	Contract Services	108,344	116,269	120,000	120,000	100.0%	120,000
Various	Golf Club - Administrative - Other	1,811	533	7,600	-	0.0%	-
	Sub-Total Golf Club - Administrative	113,852	117,334	135,279	131,000	96.8%	125,600
7710	Golf Club - Food & Beverage						
7295-0109	Utilities:Phone,Internet,Cell Phones	812	-	-	-	0.0%	-
7655	Building Maintenance	-	(110)	-	-	0.0%	-
8940	Contract Services	3,012	-	-	-	0.0%	-
	Sub-Total Golf Club -Food & Beverage	3,824	(110)	-	-		-
7712	Golf Club - Cart Barn						
7655	Building Maintenance	8	-	-	-	0.0%	-
8940	Contract Services	29,605	34,631	25,000	-	0.0%	-
9026	Equipment Maintenance	143	-	-	-	0.0%	-
9065	Leased Equipment	85,984	78,661	69,000	-	0.0%	-
9140	Vehicle & Equipment Replacement	85	-	-	-	0.0%	-
Various	Golf Club - Cart Barn - Other	236	-	-	-	0.0%	-
	Sub-Total Golf Club - Cart Barn	116,062	113,293	94,000	-	0.0%	-

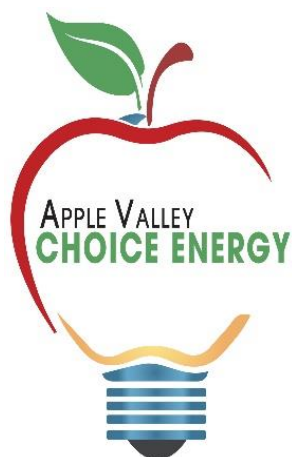
Code	Expenditure Classification	Actual Expense 2016-17	Actual Expense 2017-18	Amended Budget 2018-19	Estimated Expense 2018-19	% of Budget Expended	Adopted Budget 2019-20
7714	Golf Club - Golf Course Grounds						
7180	Uniform Expense	7,824	8,523	7,000	8,000	114.3%	8,000
7223	Disposal Services	438	-	-	-	0.0%	-
7241	Meetings & Conferences	-	100	-	-	0.0%	-
7259	Miscellaneous Costs	647	-	-	-	0.0%	-
7295-0109	Utilities:Phone,Internet,Cell Phones	-	-	-	-	0.0%	-
7295-0847	Utilities: Electricity Usage	59,656	72,068	65,000	65,000	100.0%	65,000
7295-0849	Utilities: Water Usage	10,585	7,776	20,000	10,000	50.0%	8,000
7331	License & Fees	937	1,318	1,500	1,500	100.0%	1,500
7353	Range Supplies	9,397	10,669	3,500	2,000	57.1%	2,000
7360	Safety & Security	1,338	135	175	-	0.0%	-
7655	Building Maintenance	1,655	363	1,500	1,700	113.3%	1,500
7755	Grounds Maintenance	87,777	72,766	75,000	75,000	100.0%	75,000
7970	Small Tools	67	569	-	-	0.0%	-
8940	Contract Services	197,680	187,474	200,000	200,000	100.0%	190,000
9026	Equipment Maintenance	24,223	25,229	24,000	20,000	83.3%	20,000
9052	Gasoline, Diesel, Oil	15,332	14,620	19,250	22,000	114.3%	22,000
9065	Leased Equipment	2,104	-	34,900	-	0.0%	-
9078	Safety & Security	-	-	200	-	0.0%	-
9091	Vehicle Maintenance	116	-	-	-	0.0%	-
9300	Capital Projects	-	-	-	15,000	0.0%	165,000
Various	Golf Course Grounds - Other	22,420	21,677	13,875	-	0.0%	-
	Sub-Total Golf Course Grounds	442,197	423,287	465,900	420,200	90.2%	558,000
7716	Golf Club - Golf Course Facilities						
7010	Salaries & Wages	2,520	2,660	9,150	7,000	76.5%	12,206
7030	Wages Overtime	22	76	-	-	0.0%	-
7110	Cafeteria and other Benefits	405	381	1,484	1,484	100.0%	2,111
7140	RHS	12	12	45	45	100.0%	61
7150	Medicare	38	40	132	132	100.0%	177
7160	PERS	595	7,500	2,530	2,530	100.0%	2,138
	Total Personnel	3,591	10,668	13,341	11,191	83.9%	16,693
7223	Disposal Services	3,617	4,007	3,000	3,000	100.0%	4,000
7295-0109	Utilities: Phone, Internet, Cell Phones	-	-	-	-	0.0%	-
7295-0847	Utilities: Electricity Usage	41,428	41,915	45,000	40,000	88.9%	40,000
7295-0848	Utilities: Natural Gas Usage	7,427	7,974	10,000	8,000	80.0%	8,000
7295-0849	Utilities: Water Usage	293	-	1,500	-	0.0%	1,500
7360	Safety & Security	1,310	2,066	200	-	0.0%	-
7655	Building Maintenance	27,169	17,767	24,500	27,500	112.2%	10,000
7755	Grounds Maintenance - Tennis Ct.	-	-	-	40	0.0%	193
7770	Sports Fields Light Maint. - Tennis Ct.	-	-	-	-	0.0%	-
8940	Contract Services	-	-	-	38,000	0.0%	25,000
9026	Equipment Maintenance	-	-	-	-	0.0%	-
9065	Leased Equipment	-	-	-	60,000	0.0%	70,000
9140	Vehicle & Equipment Replacement	-	-	-	-	0.0%	-
Various	Golf Course Facilities - Other	5,220	6,073	4,700	-	0.0%	-
	Sub-Total Golf Course Facilities	90,055	90,470	102,241	187,731	183.6%	175,386
7718	Golf Course - Parking Lot						
7755	Grounds Maintenance	-	-	-	-	-	-
	Sub-Total Golf Course - Parking Lot	-	-	-	-	0.0%	-
7722	Golf Club - Pro Shop						
7180	Uniform Expense	27	-	-	-	0.0%	-
7205	Advertising-Marketing	-	975	-	-	0.0%	-
7265	Office Supplies/Expense	-	11	-	-	0.0%	-
7271	Postage	17	-	-	-	0.0%	-
7295-0109	Utilities:Phone,Internet,Cell Phones	40	-	-	-	0.0%	-
7331	License & Fees	140	704	-	-	0.0%	-
7360	Safety & Security	279	-	-	-	0.0%	-
7655	Building Maintenance	3,219	2,050	3,500	2,000	57.1%	2,000
8940	Contract Services	54,970	51,593	40,000	40,000	100.0%	40,000
	Sub-Total Golf Club - Pro Shop	58,693	55,332	43,500	42,000	96.6%	42,000
7724	Golf Course - Food and Beverage						
7655	Building Maintenance	-	-	24,121	-	0.0%	-
	Sub-Total Golf Club - Tennis Court	-	-	24,121	-	0.0%	-

Code	Expenditure Classification	Actual Expense 2016-17	Actual Expense 2017-18	Amended Budget 2018-19	Estimated Expense 2018-19	% of Budget Expended	Adopted Budget 2019-20
7726	Golf Club - Tennis Court						
7755	Grounds Maintenance	14,916	2,269	100	-	0.0%	-
7770	Sports Fields Light Maintenance	919	-	-	-	0.0%	-
	Sub-Total Golf Club - Tennis Court	15,835	2,269	100	-	0.0%	-
	Total Expenditures	1,099,958	1,106,658	1,090,841	969,631	88.9%	1,091,186
	ENDING FUND BALANCE	(1,965,996)	(2,017,196)	(2,042,537)	(1,877,445)	91.9%	(1,877,445)
	Less Capital Assets	1,482,440	1,482,440	1,417,440	1,482,440		1,417,440
	TOTAL FUND BALANCE LESS CAPITAL ASSETS	(3,448,436)	(3,499,636)	(3,459,977)	(3,359,885)	97.1%	(3,294,885)
	Personnel Schedule		Actual 2016-17	Actual 2017-18	Actual 2018-19	Adopted 2019-20	
	Maintenance Supervisor		0.00	0.02	0.07	0.07	
	Sr. Maintenance Worker		0.02	0.00	0.00	0.07	
	Maintenance Worker II		0.02	0.02	0.07	0.07	
	Maintenance Worker I		0.01	0.01	0.01	0.01	
	Total FTE's:		0.05	0.05	0.15	0.22	

APPLE VALLEY CHOICE ENERGY



DEPARTMENT DESCRIPTION



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

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

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

2018-19 HIGHLIGHTS

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

2019-20 OBJECTIVES/GOALS:

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

Department Workload Indicators				
	Actual FY 17-18	Goal FY 18-19	Estimated FY 18-19	Goal FY 19-20
AVCE Community Outreach Events	6	6	6	8
AVCE Core Choice Participants	30,100	30,000	24,934	25,000
AVCE More Choice Participants	32	100	38	75
AVCE Your Choice Participants	2,592	3,500	2,532	3,500
Internal Customer Inquiries	4,00	3,000	3,500	2,500

Department Performance Measures				
	Actual FY 17-18	Goal FY 18-19	Estimated FY 18-19	Goal FY 19-20
Increase AVCE Community Outreach Events by 2	6	6	6	8
Maintain less than 5% reduction in Core Choice Participants	5%	1%	2%	1%
Increase More Choice Participation by 5%	5%	5%	1%	5%
Increase Your Choice Participation by 5%	5%	5%	3%	5%
Average number of days to process customer inquiries	1	.5	1	.5

APPLE VALLEY CHOICE ENERGY

APPLE VALLEY CHOICE ENERGY (5810)							
Code	Revenue Classification	Actual Revenue 2016-17	Actual Revenue 2017-18	Amended Budget 2018-19	Estimated Revenue 2018-19	% of Budget Received	Adopted Budget 2019-20
	BEGINNING FUND BALANCE	-	446,041	2,643,917	2,643,917		4,043,527
4380	AVCE Energy Generation Revenue	62	78,885	16,302,200	16,076,900	98.6%	16,298,900
4381	AVCE Smart Choice Revenue	3,352,028	15,715,849	-	-	0.0%	-
4170	Other Revenue Sources	2	158	-	-	0.0%	-
4181	Miscellaneous Revenue	-	-	-	-	0.0%	-
4255	Interest Earnings	197	4,676	-	-	0.0%	-
4382	CRR Revenues		97,215	-	455,923	0.0%	-
6816	Grants	-	-	-	-	0.0%	-
	Total Revenues	3,352,288	15,896,782	16,302,200	16,532,823	101.4%	16,298,900
Code	Expenditure Classification	Actual Expense 2016-17	Actual Expense 2017-18	Amended Budget 2018-19	Estimated Expense 2018-19	% of Budget Expended	Adopted Budget 2019-20
	Personnel Services						
7010	Salaries	-	177,998	81,797	87,942	107.5%	67,298
7110	Cafeteria Benefits	-	25,238	14,785	16,032	108.4%	13,523
7120	Deferred Comp	-	3,376	-	-	0.0%	-
7140	RHS	-	845	409	396	96.8%	336
7150	Medicare	-	2,666	1,186	1,154	97.3%	976
7160	PERS	-	34,692	9,073	6,339	69.9%	5,195
	Total Personnel	-	244,816	107,250	111,863	104.3%	87,328
	Operations & Maintenance						
7390	Power Procurement	2,094,079	10,921,527	11,585,900	12,238,700	105.6%	12,079,700
7392	NEM True-Up Payments	2,146	72,461	100,000	100,000	100.0%	100,000
7394	Rate Stabilization	-	-	489,070	482,300	0.0%	489,000
8940	Contract Services	440,537	974,691	1,117,700	1,117,700	100.0%	1,000,000
7205	Advertising & Marketing	3,588	273	25,500	20,500	100.0%	77,000
7229	Education & Training	-	-	5,000	-	0.0%	1,000
7241	Meetings & Conferences	3,597	2,462	21,500	10,000	46.5%	28,000
7247	Membership & Dues	16,000	99,826	70,000	11,000	15.7%	26,240
7253	Mileage	105	54	1,000	500	50.0%	1,000
7259	Miscellaneous	1,046	331	1,000	150	0.2%	1,000
7265	Office Supplies/Exp	44	16	500	-	0.0%	500
7277	Printing	21,932	127	5,500	5,500	100.0%	-
7312	Bad Debt	-	-	70,000	70,000	100.0%	70,000
7330	Hardware/Software Supplies/Exp	-	-	-	-	0.0%	15,000
7350	Public Information	-	-	7,000	7,000	100.0%	-
7393	Open Market Power Purchases	-	383,475	-	-	0.0%	-
7395	Required Mailings	34,672	36,898	45,000	45,000	100.0%	61,000
8916	Audit Fees	-	-	13,000	13,000	100.0%	13,000
9860	Interest	12,875	15,651	5,000	-	0.0%	5,000
	Total Operations & Maint	2,630,622	12,507,791	13,562,670	14,121,350	104.1%	13,967,440
	Transfers						
9999	Administrative Overhead	275,625	946,300	900,000	900,000	0.0%	946,500
	Total Transfers	275,625	946,300	900,000	900,000	100.0%	946,500
	Total Expenditures	2,906,247	13,698,906	14,569,920	15,133,213	103.9%	15,001,268
	ENDING FUND BALANCE	446,041	2,643,917	4,376,197	4,043,527	92.4%	5,341,159
	Personnel Schedule		Actual 2016-17	Actual 2017-18	Actual 2018-19	Adopted 2019-20	
	Full Time:						
	Asst Director of Energy & Environ Serv		0.60	0.75	0.00	0.00	
	Administrative Analyst I		0.75	1.00	1.00	1.00	
	Administrative Secretary		0.30	0.70	0.30	0.00	
	Part Time:						
			0.00	0.00	0.00	0.00	
	Total FTE's:		1.65	2.45	1.30	1.00	

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Town of Apple Valley

Town of Apple Valley Capital Improvement Plan FY 2019-2020 Budget by Funding Source							
	Measure I	TIF	Grants	Other	DIF	Wastewater	Totals
Preliminary Design							
AV Village SR18 Corridor Enhancement Plan	2,867	-	22,133	-	8	-	25,000
High Desert Corridor	2,500	-	-	-	-	-	2,500
Full Design							
Apple Valley Safe Routes to School Sidewalk Improvements	14,000	-	-	-	-	-	14,000
Bear Valley Bridge (Mojave River Bridge)	68,820	-	531,180	-	1	-	600,000
Bear Valley Intersection Improvements	25,000	25,000	-	-	-	-	50,000
Dale Evans Parkway @ Waalew Road (Realignment)	25,000	-	-	-	-	-	25,000
Hwy 18 West End Widening (Phase 1, AVR Realignment)	70,000	-	-	-	-	-	70,000
SR-18 Realignment Between Tuscola Road and Kasota Road	45,000	-	-	-	-	-	45,000
Wika Road West End @ SR18 Access Improvements (Phase 1)	-	30,000	-	-	-	-	30,000
Construction							
Apple Valley Road @ Bear Valley Rd SE Corner Improvements	-	390,000	-	-	-	-	390,000
Apple Valley South Safe Routes to School	-	-	2,637,000	-	7	-	2,637,000
Bear Valley Intersection Improvements	500,000	500,000	-	-	-	-	1,000,000
Hwy 18 Shoulder Median Improvement Navajo to Central	-	-	-	400,000	10	-	1,000,000
Lafayette @ Dale Evans Parkway Improvements	-	265,059	-	965,274	9	-	1,230,333
Paving Priorities (50% Categorical/50% Non-Categorical)	1,000,000	-	-	1,345,448	2, 3	-	2,345,448
Wika Road West End @ SR18 Access Improvements (Phase 1)	-	100,000	-	-	-	-	100,000
Yucca Loma Bridge	148,000	-	-	52,000	6	-	200,000
Road Total	1,901,187	1,310,059	3,190,313	2,762,722	600,000	-	9,764,281
Grounds Maintenance (Horsemen's Center)							
Grounds Maintenance Total	-	-	-	-	-	-	-
Wastewater							
Apple Valley Desert Water Reuse Project	-	-	-	743,979	4, 5	2,289,000	3,032,979
Sewer Manhole Rehabilitation, Various Locations (Year 7 of 7)	-	-	-	-	-	100,000	100,000
Sewer Main/Manhole Replacement, Various Locations	-	-	-	-	-	250,000	250,000
Sewer Manhole Cover Replacement, Assess. Dist. 2A (Year 2 of 7)	-	-	-	-	-	100,000	100,000
Wastewater Total	-	-	-	-	-	2,739,000	3,482,979
Capital Projects Total	1,901,187	1,310,059	3,190,313	3,506,701	600,000	2,739,000	13,247,260
* Other Funding Sources							
1) HBP = Highway Bridge Program - Federal Grant 2) Senate Bill 1 (SB1) 3) TDA Article 3 Grant 4) Federal Bureau of Reclamation 5) State Water Board/Urban Rivers 6) San Bernardino County - Public Works							

Town of Apple Valley
Capital Improvement Plan
FY 2019-2020 Budget by Funding Source

	Measure I	TIF	Grants	Other	DIF	Wastewater	Totals
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- 7) ATP - Active Transportation Program - State
- 8) Sustainable Transportation Planning Grant
- 9) NAVISP (funds from Dissolution of CSA 17)
- 10) PBID = Property & Business Improvement District

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

Town of Apple Valley Capital Improvement Plan 7 Year Plan 2019-2026								
Projects	19/20	20/21	21/22	22/23	23/24	24/25	25/26	Totals
Road Projects								
Preliminary Design								
AV Village SR18 Corridor Enhancement Plan	25,000	-	-	-	-	-	-	25,000
High Desert Corridor	2,500	2,500	2,500	2,500	2,500	2,500	2,500	17,500
Full Design								
Apple Valley Safe Routes to School Sidewalk Improvements	14,000	-	-	-	-	-	-	14,000
Bear Valley Bridge (Mojave River Bridge)	600,000	130,000	-	-	-	-	-	730,000
Bear Valley Intersection Improvements	50,000	-	-	-	-	-	-	50,000
Central Road, from SR18 to Bear Valley Road	-	-	100,000	-	-	-	-	100,000
Dale Evans Parkway @ Waalew Road (Realignment)	25,000	-	-	-	-	-	-	25,000
Hwy 18 West End Widening (Phase 1, AVR Realignment)	70,000	-	-	-	-	-	-	70,000
SR-18 Realignment Between Tuscola Road and Kasota Road	45,000	-	-	-	-	-	-	45,000
Standing Rock Road Realignment / Hwy 18 Signal	-	150,000	350,000	350,000	-	-	-	850,000
Wika Road West End @ SR18 Access Improvements (Phase 1)	30,000	-	-	-	-	-	-	30,000
Construction								
Apple Valley Road @ Bear Valley Rd SE Corner Improvements	834,000	280,000	450,000	350,000	-	-	-	1,914,000
Apple Valley Safe Routes to School Sidewalk Improvements	390,000	-	-	-	-	-	-	390,000
Apple Valley South Safe Routes to School	-	-	-	1,500,000	-	-	-	1,500,000
Bear Valley Bridge (Mojave River Bridge)	2,637,000	-	-	-	-	-	-	2,637,000
Bear Valley Intersection Improvements	-	20,000,000	15,791,000	-	-	-	-	35,791,000
Bear Valley Road Commercial Corridor Signal Improvements	1,000,000	-	-	-	-	-	-	1,000,000
Central Road, from SR18 to Bear Valley Road	-	250,000	-	-	-	-	-	250,000
Lafayette @ Dale Evans Parkway Improvements	1,230,333	-	-	660,000	660,000	-	-	1,320,000
Dale Evans Parkway @ Waalew Road (Realignment)	-	1,000,000	-	-	-	-	-	1,230,333
Drywell Installation Program	-	-	300,000	-	-	-	-	1,000,000
Hwy 18 Shoulder Median (Navajo to Central)	1,000,000	-	-	-	-	-	-	300,000
Hwy 18 West End Widening (Phase 1, AVR Realignment)	-	4,015,000	4,925,000	-	-	-	-	1,000,000
Hwy 18 West End Widening (Phase 2, AVR to TAO)	-	-	11,000,000	-	-	-	-	8,940,000
Paving Priorities (50% Categorical/50% Non-Categorical)	2,345,448	2,224,556	2,224,556	2,224,556	2,224,556	-	-	11,000,000
SR-18 Realignment Between Tuscola Road and Kasota Road	-	175,000	-	-	-	-	-	11,243,672
Standing Rock Road Realignment / Hwy 18 Signal	-	-	-	1,250,000	1,250,000	-	-	175,000
Wika Road West End @ SR18 Access Improvements (Phase 1)	100,000	-	-	-	-	-	-	2,500,000
Wika Road West End @ SR18 Access Improvements (Phase 2)	-	170,000	-	500,000	-	-	-	100,000
Yucca Loma Bridge	200,000	200,000	-	-	-	-	-	670,000
Yucca Loma Corridor Improvements	-	3,986,859	-	-	-	-	-	400,000
Yucca Loma Road Widening (Apple Valley Rd to Rincon Rd)	-	-	-	2,000,000	3,000,000	-	-	3,986,859
	8,902,781	32,021,415	34,240,556	8,134,556	7,134,556	-	-	5,000,000
								90,433,864
Road Total	9,764,281	32,303,915	34,693,056	8,487,056	7,137,056	2,500	2,500	92,390,364

Town of Apple Valley Capital Improvement Plan 7 Year Plan 2019-2026									
Projects	19/20	20/21	21/22	22/23	23/24	24/25	25/26	Totals	
Wastewater									
Apple Valley Desert Water Reuse Project	3,032,979	-	-	-	-	-	-	-	3,032,979
Sewer Manhole Rehabilitation, Various Locations (Year 7 of 7)	100,000	-	-	-	-	-	-	-	100,000
Sewer Manhole Cover Replacement, Assess. Dist. 2A (Year 2 of 7)	100,000	100,000	100,000	100,000	100,000	100,000	-	-	600,000
Sewer Main/Manhole Replacement, Various Locations	250,000	-	-	-	-	-	-	-	250,000
Wastewater Total	3,482,979	100,000	100,000	100,000	100,000	100,000	-	-	3,982,979
Total Capital Improvements Projects	13,247,260	32,403,915	34,793,056	8,587,056	7,237,056	102,500	2,500		96,373,343

**Town of Apple Valley
Capital Improvement Project
FY 2019-2020**

Apple Valley Village SR 18 Corridor Enhancement Plan

Project #: 9599

Project Cost: \$260,000

Previous Cost: \$235,000

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	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	5 Year Total
Architect Fees						-
Construction						-
Engineering Fees	25,000					25,000
Equipment						-
Inspection						-
Land Acquisition						-
Other Costs						-
Total	25,000	-	-	-	-	25,000

Funding Sources	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	5 Year Total
SCTP Grant	22,133					22,133
Town - Measure I	2,867					2,867
Total	25,000	-	-	-	-	25,000

Operating & Maintenance Budget Impact	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	5 Year Total
Operations						-
Maintenance						-
Capital Outlay						-
Total	-	-	-	-	-	-

**Town of Apple Valley
Capital Improvement Project
FY 2019-2020**

High Desert Corridor

Project #: 9390

Project Cost: \$2,500 per year

Previous Cost: \$ -

Department: Engineering

Location: High Desert Corridor

Description:

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

Description of Expenditures	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	5 Year Total
Architect Fees						-
Construction						-
Engineering Fees	2,500	2,500	2,500	2,500	2,500	12,500
Equipment						-
Inspection						-
Land Acquisition						-
Other Costs						-
Total	2,500	2,500	2,500	2,500	2,500	12,500

Funding Sources	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	5 Year Total
Measure I Local	2,500	2,500	2,500	2,500	2,500	12,500
Total	2,500	2,500	2,500	2,500	2,500	12,500

Operating & Maintenance Budget Impact	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	5 Year Total
Operations						-
Maintenance						-
Capital Outlay						-
Total	-	-	-	-	-	-



**Town of Apple Valley
Capital Improvement Project
FY 2019-2020**

Apple Valley Safe Routes to School Sidewalk Improvements

Project #: 9562

Project Cost: \$1,582,000

Previous Cost: \$68,000

Department: Engineering

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



Description: As identified in the Safe Routes to School Master Plan, the Town of Apple Valley has identified segments at three schools as priorities and, as a result, are planning the Apple Valley Safe Routes to School project. The intent of the project is to close sidewalk gaps that, in turn, will provide improved accessibility for students and residents adjacent to Rio Vista School of Applied Learning, the Phoenix Academy, and Yucca Loma Elementary School. Improvements include adding curb, gutters, sidewalks, ADA ramps, signage, striping, and high visibility crosswalks

Description of Expenditures	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	5 Year Total
Architect Fees						-
Construction				1,500,000		1,500,000
Engineering Fees	14,000					14,000
Equipment						-
Inspection						-
Land Acquisition						-
Other Costs						-
Total	14,000	-	-	1,500,000	-	1,514,000

Funding Sources	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	5 Year Total
Local Measure I	14,000			1,500,000		1,514,000
Total	14,000	-	-	1,500,000	-	1,514,000

Operating & Maintenance Budget Impact	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	5 Year Total
Operations						-
Maintenance						-
Capital Outlay						-
Total	-	-	-	-	-	-

**Town of Apple Valley
Capital Improvement Project
FY 2019-2020**

Bear Valley Bridge Rehabilitation (Mojave River Bridge)

Project #: 9282

Project Cost: \$37,921,000

Previous Cost: \$1,400,000

Department: Engineering

Location: Bear Valley Bridge



Description:

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

Description of Expenditures	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	5 Year Total
Architect Fees						-
Construction		20,000,000	15,791,000			35,791,000
Engineering Fees	600,000	130,000				730,000
Equipment						-
Inspection						-
Land Acquisition						-
Other Costs						-
Total	600,000	20,130,000	15,791,000	-	-	36,521,000

Funding Sources	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	5 Year Total
Measure I Local	68,820	2,308,911	1,811,228			4,188,959
HBP	531,180	17,821,089	13,979,772			32,332,041
Total	600,000	20,130,000	15,791,000	-	-	36,521,000

Operating & Maintenance Budget	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	5 Year Total
Operations						-
Maintenance						-
Capital Outlay						-
Total	-	-	-	-	-	-

**Town of Apple Valley
Capital Improvement Project
FY 2019-2020**

Bear Valley Intersection Improvements

Project #: 9561

Project Cost: \$1,080,000

Previous Cost: \$30,000

Department: Engineering

Location: The intersections of Bear Valley Rd and Navajo Rd, Kiowa Rd, and Reata Rd. Jess Ranch Pkwy at Marketplace Dr.



Description:

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

Description of Expenditures	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	5 Year Total
Architect Fees						-
Construction	1,000,000					1,000,000
Engineering Fees	50,000					50,000
Equipment						-
Inspection						-
Land Acquisition						-
Other Costs						-
Total	1,050,000	-	-	-	-	1,050,000

Funding Sources	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	5 Year Total
Measure I Local	525,000					525,000
Traffic Impact Fees	525,000					525,000
Total	1,050,000	-	-	-	-	1,050,000

Operating & Maintenance Budget Impact	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	5 Year Total
Operations						-
Maintenance						-
Capital Outlay						-
Total	-	-	-	-	-	-

**Town of Apple Valley
Capital Improvement Project
FY 2019-2020**

Dale Evans Parkway @ Waalew Road Realignment

Project #: 9336-5000

Project Cost: \$1,145,000

Previous Cost: \$120,000

Department: Engineering

Location: Dale Evans Parkway



Description:

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

Description of Expenditures	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	5 Year Total
Architect Fees						-
Construction		990,000				990,000
Engineering Fees		10,000				10,000
Equipment						-
Inspection						-
Land Acquisition	25,000					25,000
Other Costs						-
Total	25,000	1,000,000	-	-	-	1,025,000

Funding Sources	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	5 Year Total
Measure I Local	25,000	1,000,000				1,025,000
Total	25,000	1,000,000	-	-	-	1,025,000

Operating & Maintenance Budget Impact	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	5 Year Total
Operations						-
Maintenance						-
Capital Outlay						-
Total	-	-	-	-	-	-

**Town of Apple Valley
Capital Improvement Project
FY 2019-2020**

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

Project #: 9410

Project Cost: \$10,310,000

Previous Cost: \$1,300,000

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.

Description of Expenditures	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	5 Year Total
Architect Fees						-
Construction		4,000,000	4,910,000			8,910,000
Engineering Fees	70,000					70,000
Equipment						-
Inspection		15,000	15,000			30,000
Land Acquisition						-
Other Costs						-
Total	70,000	4,015,000	4,925,000	-	-	9,010,000

Funding Sources	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	5 Year Total
Measure I Local	70,000	107,500	132,750			310,250
TIF		107,500	132,750			240,250
SB1 (State funds)		2,000,000	2,450,000			4,450,000
SBCTA (Measure I)		1,800,000	2,209,500			4,009,500
Total	70,000	4,015,000	4,925,000	-	-	9,010,000

Operating & Maintenance Budget Impact	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	5 Year Total
Operations						-
Maintenance						-
Capital Outlay						-
Total	-	-	-	-	-	-

**Town of Apple Valley
Capital Improvement Project
FY 2019-2020**

SR-18 Realignment Between Tuscola Rd and Kasota Rd

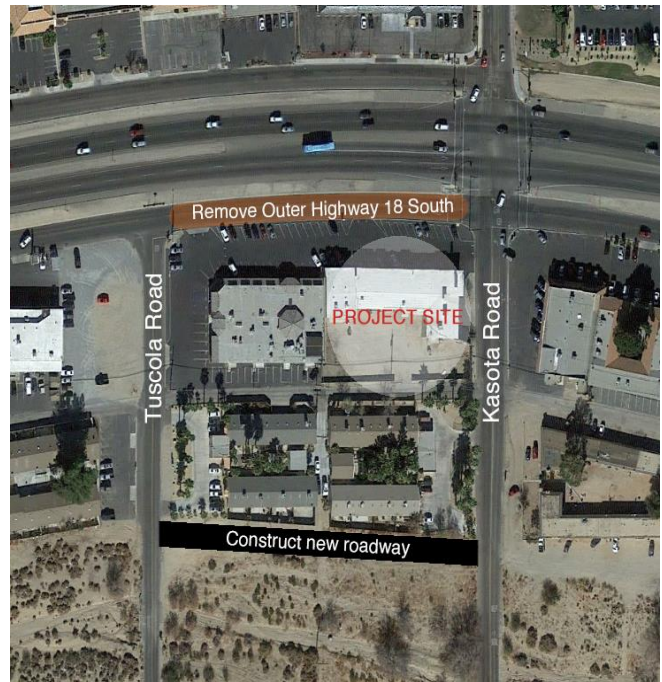
Project #: 9566

Project Cost: \$250,000

Previous Cost: \$30,000

Department: Engineering

Location: Approximately 400' south of Outer Highway 18 South between Tuscola Road and Kasota Road.



Description:

The project will design and construct a new access road between Tuscola Road and Kasota Road south of Outer Highway 18 South

Description of Expenditures	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	5 Year Total
Architect Fees						-
Construction		175,000				175,000
Engineering Fees	25,000					25,000
Equipment						-
Inspection						-
Land Acquisition	20,000					20,000
Other Costs						-
Total	45,000	175,000	-	-	-	220,000

Funding Sources	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	5 Year Total
Measure I	45,000	175,000				220,000
Total	45,000	175,000	-	-	-	220,000

Operating & Maintenance Budget Impact	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	5 Year Total
Operations						-
Maintenance						-
Capital Outlay						-
Total	-	-	-	-	-	-

**Town of Apple Valley
Capital Improvement Project
FY 2019-2020**

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

Project #: 9475

Project Cost: \$130,000

Previous Cost: \$ -

Department: Engineering

Location: Wika Road west of Apple Valley Road



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

Description of Expenditures	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	5 Year Total
Architect Fees						-
Construction	100,000					100,000
Engineering Fees	30,000					30,000
Equipment						-
Inspection						-
Land Acquisition						-
Other Costs						-
Total	130,000	-	-	-	-	130,000

Funding Sources	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	5 Year Total
TIF	130,000					130,000
Total	130,000	-	-	-	-	130,000

Operating & Maintenance Budget Impact	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	5 Year Total
Operations						-
Maintenance						-
Capital Outlay						-
Total	-	-	-	-	-	-

**Town of Apple Valley
Capital Improvement Project
FY 2019-2020**

Apple Valley Road @ Bear Valley Rd SE Corner Improvements

Project #: 9205

Project Cost: \$390,000

Previous Cost: \$ -

Department: Engineering

Location: Yucca Loma Road



Description: This project will widen Bear Valley Road and relocate the affected utilities along the South side of Bear Valley Road East of the intersection.

Description of Expenditures	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	5 Year Total
Architect Fees						-
Construction	390,000					390,000
Engineering Fees						-
Equipment						-
Inspection						-
Land Acquisition						-
Other Costs						-
Total	390,000	-	-	-	-	390,000

Funding Sources	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	5 Year Total
TIF	390,000					390,000
Total	390,000	-	-	-	-	390,000

Operating & Maintenance Budget Impact	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	5 Year Total
Operations						-
Maintenance						-
Capital Outlay						-
Total	-	-	-	-	-	-

**Town of Apple Valley
Capital Improvement Project
FY 2019-2020**

Apple Valley South Safe Routes to School

Project #: 9265

Project Cost: \$3,470,000

Previous Cost: \$ 833,000

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	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	5 Year Total
Architect Fees						-
Construction	2,637,000					2,637,000
Engineering Fees						-
Equipment						-
Inspection						-
Land Acquisition						-
Other Costs						-
Total	2,637,000	-	-	-	-	2,637,000

Funding Sources	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	5 Year Total
Active Transportation Program	2,637,000					2,637,000
Total	2,637,000	-	-	-	-	2,637,000

Operating & Maintenance Budget Impact	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	5 Year Total
Operations						-
Maintenance						-
Capital Outlay						-
Total	-	-	-	-	-	-

**Town of Apple Valley
Capital Improvement Project
FY 2019-2020**

Lafayette @ Dale Evans Parkway Improvements

Project #: 9596-0000

Project Cost: \$1,230,333

Previous Cost: \$ -

Department: Engineering

Location: Lafayette St. between Dale Evans Pkway 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, as well as along Navajo Road from Lafayette Street to Burbank Road.

Description of Expenditures	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	5 Year Total
Architect Fees						-
Construction	1,230,333					1,230,333
Engineering Fees						-
Equipment						-
Inspection						-
Land Acquisition						-
Other Costs						-
Total	1,230,333	-	-	-	-	1,230,333

Funding Sources	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	5 Year Total
Traffic Impact Fees	265,059					265,059
NAVISP (funds from Dissolution of CSA 1	965,274					965,274
Total	1,230,333	-	-	-	-	1,230,333

Operating & Maintenance Budget Impact	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	5 Year Total
Operations						-
Maintenance						-
Capital Outlay						-
Total	-	-	-	-	-	-

**Town of Apple Valley
Capital Improvement Project
FY 2019-2020**

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

Project #: 9415-5000

Project Cost: \$1,000,000

Previous Cost: \$ -

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	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	5 Year Total
Construction	1,000,000					1,000,000
Other Costs						-
Total	1,000,000	-	-	-	-	1,000,000

Funding Sources	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	5 Year Total
Drainage Impact Fee	600,000					600,000
PBID	400,000					400,000
Total	1,000,000	-	-	-	-	1,000,000

Operating & Maintenance Budget Impact	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	5 Year Total
Operations						-
Maintenance						-
Capital Outlay						-
Total	-	-	-	-	-	-

**Town of Apple Valley
Capital Improvement Project
FY 2019-2020**

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

Project #: 9525

Project Cost: Annual Project

Previous Cost: \$ -

Department: Engineering

Location: Apple Valley



Description:

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

Description of Expenditures	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	5 Year Total
Architect Fees						-
Construction	2,335,448	2,214,556	2,214,556	2,214,556	2,214,556	11,193,672
Engineering Fees						-
Equipment						-
Inspection	10,000	10,000	10,000	10,000	10,000	50,000
Land Acquisition						-
Other Costs						-
Total	2,345,448	2,224,556	2,224,556	2,224,556	2,224,556	11,243,672

Funding Sources	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	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	1,307,998	1,224,556	1,224,556	1,224,556	1,224,556	6,206,222
Total	2,345,448	2,224,556	2,224,556	2,224,556	2,224,556	11,243,672

Operating & Maintenance Budget Impact	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	5 Year Total
Operations						-
Maintenance						-
Capital Outlay						-
Total	-	-	-	-	-	-

**Town of Apple Valley
Capital Improvement Project
FY 2019-2020**

Yucca Loma Bridge

Project #: 9588

Project Cost: \$42,926,340

Previous Cost: \$42,526,340

Department: Engineering

Location: Yucca Loma Bridge



Description:

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

Description of Expenditures	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	5 Year Total
Architect Fees						-
Construction	200,000	200,000				400,000
Engineering Fees						-
Equipment						-
Inspection						-
Land Acquisition						-
Other Costs						-
Total	200,000	200,000	-	-	-	400,000

Funding Sources	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	5 Year Total
San Bernardino County	52,000	52,000				104,000
Measure I	148,000	148,000				296,000
Total	200,000	200,000	-	-	-	400,000

Operating & Maintenance Budget Impact	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	5 Year Total
Operations						-
Maintenance						-
Capital Outlay						-
Total	-	-	-	-	-	-

**Town of Apple Valley
Capital Improvement Project
FY 2019-2020**

Apple Valley Desert Water Reuse Project

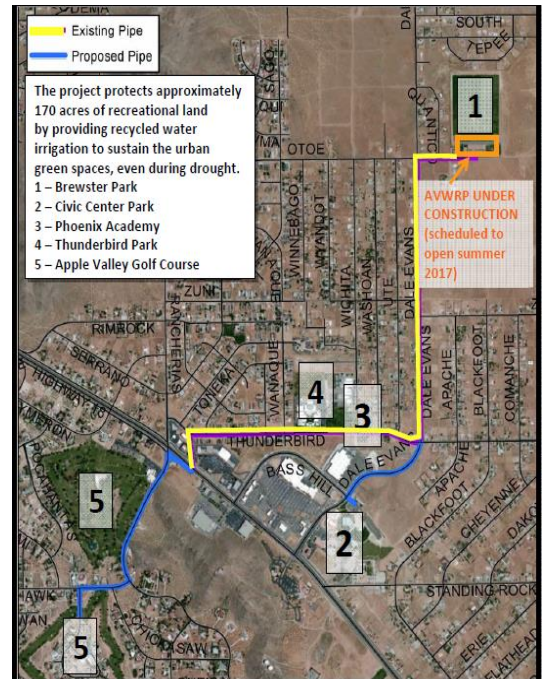
Project #: 9502

Project Cost: \$3,483,000

Previous Cost: \$450,000

Department: Engineering

Location: Various



Description: The AVWRP will provide one million gallons per day of clean, recycled water suitable for irrigation and groundwater recharge. The main recycled water transmission line (yellow) is already installed and ready to receive the recycled water. The project will install connecting pipelines or "interties" to the main line to bring water to Brewster Park, Thunderbird Park, Civic Center Park and Apple Valley Golf Course for irrigation. New water tanks will be built at Brewster and Civic Center Parks.

Description of Expenditures	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	5 Year Total
Architect Fees						-
Construction	2,987,979					2,987,979
Engineering Fees						-
Equipment						-
Inspection	45,000					45,000
Land Acquisition						-
Other Costs						-
Total	3,032,979	-	-	-	-	3,032,979

Funding Sources	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	5 Year Total
Federal Bureau of Reclamation	299,000					299,000
State Water Board/Urban Rivers	444,979					444,979
Waste Water Fund	2,289,000					2,289,000
Total	3,032,979	-	-	-	-	3,032,979

Operating & Maintenance Budget Impact	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	5 Year Total
Operations						-
Maintenance						-
Capital Outlay						-
Total	-	-	-	-	-	-

**Town of Apple Valley
Capital Improvement Project
FY 2019-2020**

Sewer Manhole Rehabilitation, Various Locations

Project #: 95

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

Previous Cost: \$600,000

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 19-20 will be year #7 of a 7-year program.

Description of Expenditures	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	5 Year Total
Architect Fees						
Construction	100,000					100,000
Engineering Fees						
Equipment						
Inspection						
Land Acquisition						
Other Costs						
Total	100,000	-	-	-	-	100,000

Funding Sources	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	5 Year Total
Wastewater Fund	100,000					100,000
Total	100,000	-	-	-	-	100,000

Operating & Maintenance Budget Impact	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	5 Year Total
Operations						
Maintenance						
Capital Outlay						
Total	-	-	-	-	-	-

**Town of Apple Valley
Capital Improvement Project
FY 2019-2020**

Sewer Manhole Cover Replacement, Assessment District No. 2A

Project #: 9552

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

Previous Cost: \$100,000

Department: Public Works - Wastewater

Location: Sewer Assessment District No. 2A



Description:

The Manhole Cover Replacement Project will provide new manhole covers to the 2A Sewer Assessment District. The current manholes located within this area are outdated and extremely heavy. The current covers put unnecessary risk of staff getting injured trying to open the manholes in this area. FY 19-20 will be year #2 of a 7-year program.

Description of Expenditures	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	5 Year Total
Architect Fees						-
Construction	100,000	100,000	100,000	100,000	100,000	500,000
Engineering Fees						-
Equipment						-
Inspection						-
Land Acquisition						-
Other Costs						-
Total	100,000	100,000	100,000	100,000	100,000	500,000

Funding Sources	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	5 Year Total
Wastewater Fund	100,000	100,000	100,000	100,000	100,000	500,000
Total	100,000	100,000	100,000	100,000	100,000	500,000

Operating & Maintenance Budget Impact	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	5 Year Total
Operations						-
Maintenance						-
Capital Outlay						-
Total	-	-	-	-	-	-

**Town of Apple Valley
Capital Improvement Project
FY 2019-2020**

Sewer Main/Manhole Replacement, Various Locations

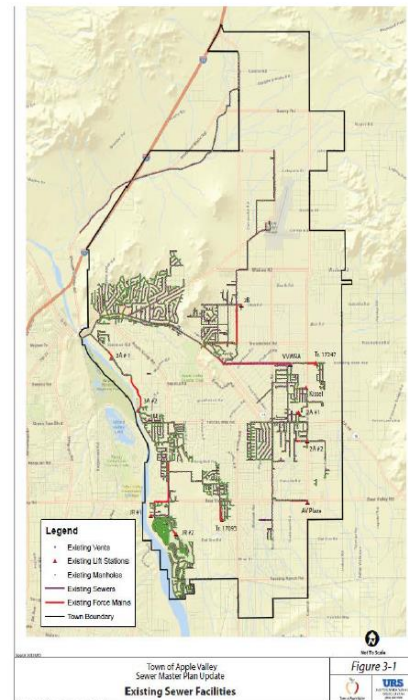
Project #: 9552

Project Cost: \$250,000

Previous Cost: \$ -

Department: Public Works - Wastewater

Location: Various Locations



Description:

The Sewer Main and/or Replacement Project will provide the repairs needed to sewer lines and/or manholes that have been identified by either the Town's Sewer System Master Plan Update or during CCTV inspections. Making these repairs will keep the Town in compliance with the Sewer System Management Plan and will help prevent sewer overflows from occurring. The money budgeted is to help pay for design or construction.

Description of Expenditures	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	5 Year Total
Architect Fees						-
Construction						-
Engineering Fees	250,000					250,000
Equipment						-
Inspection						-
Land Acquisition						-
Other Costs						-
Total	250,000	-	-	-	-	250,000

Funding Sources	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	5 Year Total
Wastewater Fund	250,000					250,000
Total	250,000	-	-	-	-	250,000

Operating & Maintenance Budget Impact	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	5 Year Total
Operations						-
Maintenance						-
Capital Outlay						-
Total	-	-	-	-	-	-

**Town of Apple Valley
Capital Improvement Project
FY 2019-2020**

Standing Rock @ Hwy 18

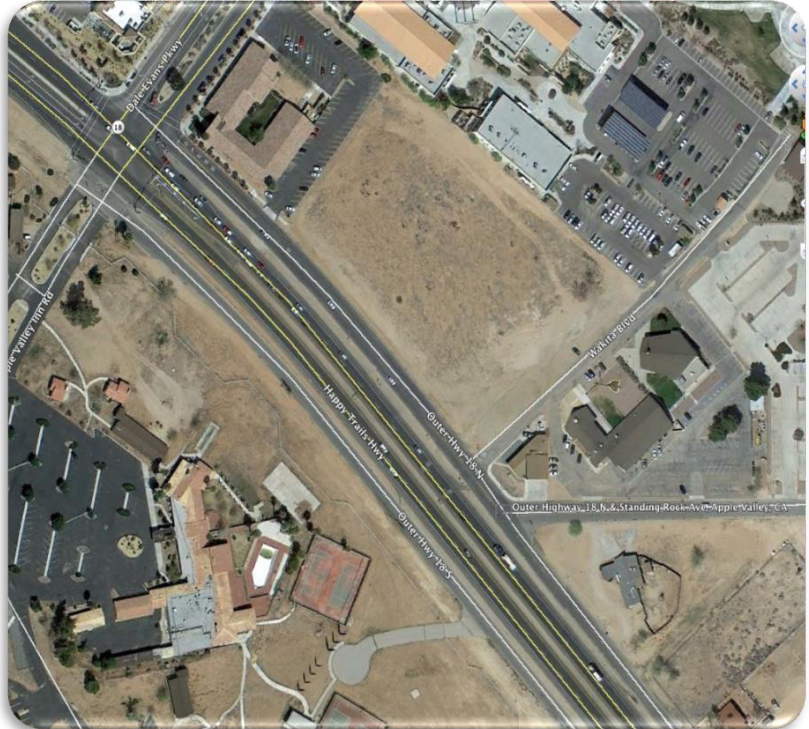
Project #: 9564

Project Cost: \$3,000,000

Previous Cost: \$ -

Department: Engineering

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



Description:

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

Description of Expenditures	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	5 Year Total
Architect Fees						-
Construction				1,250,000	1,250,000	2,500,000
Engineering Fees		150,000	350,000	350,000		850,000
Equipment						-
Inspection						-
Land Acquisition						-
Other Costs						-
Total	-	150,000	350,000	1,600,000	1,250,000	3,350,000

Funding Sources	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	5 Year Total
Measure I Local		150,000	350,000	1,600,000	1,250,000	3,350,000
Total	-	150,000	350,000	1,600,000	1,250,000	3,350,000

Operating & Maintenance Budget Impact	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	5 Year Total
Operations						-
Maintenance						-
Capital Outlay						-
Total	-	-	-	-	-	-

**Town of Apple Valley
Capital Improvement Project
FY 2019-2020**

Bear Valley Road Commercial Corridor Signal Upgrades

Project #: 9599

Project Cost: \$250,000

Previous Cost: \$ -

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 to be the Bear Valley Commercial Corridor.

Description of Expenditures	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	5 Year Total
Architect Fees						-
Construction		250,000				250,000
Engineering Fees						-
Equipment						-
Inspection						-
Land Acquisition						-
Other Costs						-
Total	-	250,000	-	-	-	250,000

Funding Sources	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	5 Year Total
Traffic Impact Fees		250,000				250,000
Total	-	250,000	-	-	-	250,000

Operating & Maintenance Budget Impact	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	5 Year Total
Operations						-
Maintenance						-
Capital Outlay						-
Total	-	-	-	-	-	-

**Town of Apple Valley
Capital Improvement Project
FY 2019-2020**

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

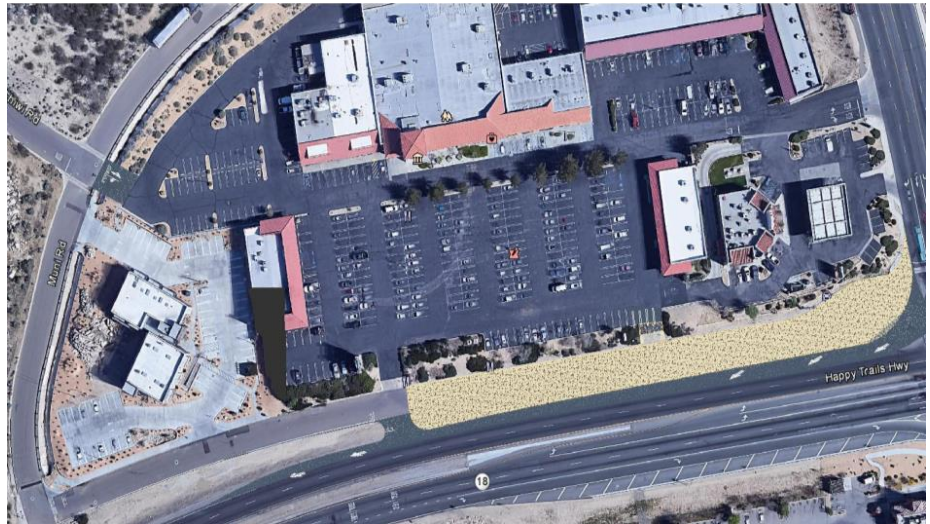
Project #: 9475

Project Cost: \$670,000

Previous Cost: \$ -

Department: Engineering

Location: Wika Road west of Apple Valley Road



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

Description of Expenditures	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	5 Year Total
Architect Fees						-
Construction				500,000		500,000
Engineering Fees		170,000				170,000
Equipment						-
Inspection						-
Land Acquisition						-
Other Costs						-
Total	-	170,000	-	500,000	-	670,000

Funding Sources	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	5 Year Total
TIF		170,000		500,000		670,000
Total	-	170,000	-	500,000	-	670,000

Operating & Maintenance Budget Impact	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	5 Year Total
Operations						-
Maintenance						-
Capital Outlay						-
Total	-	-	-	-	-	-

**Town of Apple Valley
Capital Improvement Project
FY 2019-2029**

Yucca Loma Corridor Improvements

Project #: 9591

Project Cost: \$3,986,859

Previous Cost: \$ -

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 Green Tree Blvd extension of the Yucca Loma Corridor.

Description of Expenditures	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	5 Year Total
Architect Fees						-
Construction		3,986,859				3,986,859
Engineering Fees						-
Equipment						-
Inspection						-
Land Acquisition						-
Other Costs						-
Total	-	3,986,859	-	-	-	3,986,859

Funding Sources	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	5 Year Total
TIF		3,986,859				3,986,859
Total	-	3,986,859	-	-	-	3,986,859

Operating & Maintenance Budget Impact	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	5 Year Total
Operations						-
Maintenance						-
Capital Outlay						-
Total	-	-	-	-	-	-

**Town of Apple Valley
Capital Improvement Project
FY 2019-2020**

Central Road from Highway 18 to Bear Valley Road

Project #: TBD

Project Cost: \$1,420,000

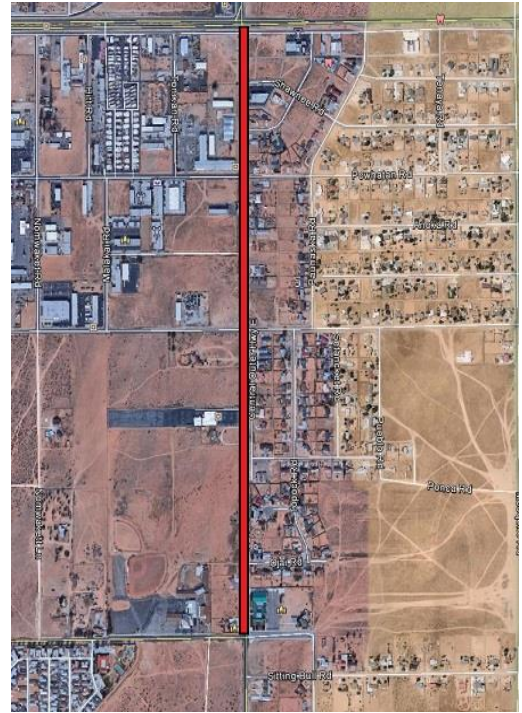
Previous Cost: \$ -

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	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	5 Year Total
Architect Fees						-
Construction				660,000	660,000	1,320,000
Engineering Fees			100,000			100,000
Equipment						-
Inspection						-
Land Acquisition						-
Other Costs						-
Total	-	-	100,000	660,000	660,000	1,420,000

Funding Sources	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	5 Year Total
Measure I			100,000	660,000	660,000	1,420,000
Total	-	-	100,000	660,000	660,000	1,420,000

Operating & Maintenance Budget Impact	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	5 Year Total
Operations						-
Maintenance						-
Capital Outlay						-
Total	-	-	-	-	-	-

**Town of Apple Valley
Capital Improvement Project
FY 2019-2020**

Drywell Installation

Project #: TBD

Project Cost: \$300,000

Previous Cost: \$ -

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	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	5 Year Total
Architect Fees						-
Construction			300,000			300,000
Engineering Fees						-
Equipment						-
Inspection						-
Land Acquisition						-
Other Costs						-
Total	-	-	300,000	-	-	300,000

Funding Sources	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	5 Year Total
DIF			300,000			300,000
Total	-	-	300,000	-	-	300,000

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

**Town of Apple Valley
Capital Improvement Project
FY 2019-2020**

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

Project #: TBD

Project Cost: \$11,000,000

Previous Cost: \$ -

Department: Engineering

Location: Hwy 18 between Apple Valley Road and Tao Road



Description:

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

Description of Expenditures	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	5 Year Total
Architect Fees						-
Construction			11,000,000			11,000,000
Engineering Fees						-
Equipment						-
Inspection						-
Land Acquisition						-
Other Costs						-
Total	-	-	11,000,000	-	-	11,000,000

Funding Sources	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	5 Year Total
Measure I			11,000,000			11,000,000
Total	-	-	11,000,000	-	-	11,000,000

Operating & Maintenance Budget Impact	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	5 Year Total
Operations						-
Maintenance						-
Capital Outlay						-
Total	-	-	-	-	-	-

**Town of Apple Valley
Capital Improvement Project
FY 2019-2020**

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

Project #: 9595

Project Cost: \$2,000,000

Previous Cost: \$ -

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	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	5 Year Total
Architect Fees						-
Construction				1,990,000	2,990,000	4,980,000
Engineering Fees				5,000	5,000	10,000
Equipment						-
Inspection				5,000	5,000	10,000
Land Acquisition						-
Other Costs						-
Total	-	-	-	2,000,000	3,000,000	5,000,000

Funding Sources	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	5 Year Total
Measure I				2,000,000	3,000,000	5,000,000
Total	-	-	-	2,000,000	3,000,000	5,000,000

Operating & Maintenance Budget Impact	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	5 Year Total
Operations						-
Maintenance						-
Capital Outlay						-
Total	-	-	-	-	-	-



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Town of Apple Valley

PBID

TOTAL APPROPRIATIONS - \$ 435,000

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

PBID 8110-4210							
Code	Revenue Classification	Actual Revenue 2016-17	Actual Revenue 2017-18	Amended Budget 2018-19	Estimated Revenue 2018-19	% of Budget Received	Adopted Budget 2019-20
	BEGINNING FUND BALANCE	502,291	527,494	527,494	535,064		318,614
4138	Assessment Revenue	197,989	214,588	207,000	207,000	100%	207,000
4255	Interest	3,303	5,044	4,000	4,000	100%	4,000
	Total Revenues	201,292	219,632	211,000	211,000	100%	211,000
Code	Expenditure Classification	Actual Expense 2016-17	Actual Expense 2017-18	Amended Budget 2018-19	Estimated Expense 2018-19	% of Budget Expended	Adopted Budget 2019-20
7760	Hwy 18 Median Landscape Maintenance	26,385	40,865	30,000	35,000	117%	35,000
7935	Hwy 18 Median Landscape Maint. Reserve	-	-	140,000	140,000	0%	140,000
8940	Contract Svcss: (Adv.to PBID Assoc) O&M	118,851	142,422	192,450	192,450	100%	200,000
8948	County Sheriff: Security Services	30,853	28,775	60,000	60,000	100%	60,000
9416	Hwy 18 Median Landscape Project	-	-	-	-	0%	-
9500	Apple Valley Village Accessibility	-	-	226,946	226,946	100%	-
	Total Expenditures	176,089	212,062	649,396	427,450	66%	435,000
	ENDING FUND BALANCE	527,494	535,064	89,098	318,614	358%	94,614



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Town of Apple Valley

VVEDA REDEVELOPMENT OBLIGATION RETIREMENT FUND

TOTAL BUDGET - \$1,074,316

VVEDA REDEVELOPMENT OBLIGATION RETIREMENT FUND 2725-4710							
Code	Revenue Classification	Actual Revenue 2016-17	Actual Revenue 2017-18	Amended Budget 2018-19	Estimated Revenue 2018-19	% of Budget Received	Adopted Budget 2019-20
	BEGINNING FUND BALANCE	1,838,437	1,753,196	1,918,795	1,918,795		1,918,795
4131	Pass Thru - PA#1	1,057,556	1,071,250	1,065,433	1,065,433	0.0%	1,074,314
4255	Interest Earnings	6,506	16,331	-	-	0.0%	-
	Total Revenues	1,064,062	1,087,581	1,065,433	1,065,433	-	1,074,314
Code	Expenditure Classification	Actual Expense 2016-17	Actual Expense 2017-18	Amended Budget 2018-19	Estimated Expense 2018-19	% of Budget Expended	Adopted Budget 2019-20
	Personnel Services						
7010	Salaries & Wages	60,480	3,445	-	-	0.0%	-
7020	Wages Part-Time	-	-	-	-	0.0%	-
7110	Cafeteria Benefits	5,800	351	-	-	0.0%	-
7120	Deferred Comp	1,795	103	-	-	0.0%	-
7140	RHS	299	17	-	-	0.0%	-
7150	Medicare	860	49	-	-	0.0%	-
7160	PERS	15,291	948	-	-	0.0%	-
	Total Personnel	84,525	4,913	-	-	-	-
	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	7,223	5,800	7,800	7,800	100.0%	15,800
8972-0402	Legal - BB & K	-	-	-	-	0.0%	-
9870	Loan to 80% for ERAF	-	-	-	-	0.0%	-
	Total Operations & Maint	7,223	5,800	7,800	7,800		15,800
	Debt Service						
9840	Principal	405,000	420,000	440,000	440,000	100.0%	460,000
9860	Interest	652,555	491,269	617,633	617,633	100.0%	598,516
	Total Debt Service	1,057,555	911,269	1,057,633	1,057,633		1,058,516
	Total Expenditures	1,149,303	921,982	1,065,433	1,065,433		1,074,316
	ENDING FUND BALANCE	1,753,196	1,918,795	1,918,795	1,918,795		1,918,793
	Personnel Schedule		Actual 2016-17	Actual 2017-18	Actual 2018-19	Adopted 2019-20	
	Full Time:						
	Economic Development Manager		0.50	0.50	0.00	0.00	
	Total FTE's:		0.50	0.50	0.00	0.00	

REDEVELOPMENT OBLIGATION RETIREMENT FUND

TOTAL BUDGET - \$ 2,600,668

REDEVELOPMENT OBLIGATION RETIREMENT FUND PA #2 2730-4710							
Code	Revenue Classification	Actual Revenue 2016-17	Actual Revenue 2017-18	Amended Budget 2018-19	Estimated Revenue 2018-19	% of Budget Received	Adopted Budget 2019-20
BEGINNING FUND BALANCE		634,681	878,276	680,765	680,765		685,611
4065	Increment PA #2	2,834,201	2,615,650	-	2,634,950	100%	2,601,750
4181	Refunds, Reimb, Rebates	-	-	-	-	0%	-
4255	Interest Earnings	8,509	-	-	-	0%	-
Total Revenues		2,842,710	2,615,650	-	2,634,950		2,601,750
Code	Expenditure Classification	Actual Expense 2016-17	Actual Expense 2017-18	Amended Budget 2018-19	Estimated Expense 2018-19	% of Budget Expended	Adopted Budget 2019-20
Personnel Services							
7010	Salaries & Wages	132,839	188,827	155,636	152,955	98.3%	154,929
7110	Cafeteria Benefits	10,598	14,410	13,130	13,648	103.9%	13,121
7120	Deferred Comp	5,806	6,660	-	-	0.0%	-
7140	RHS	640	833	776	703	90.6%	775
7150	Medicare	1,946	2,732	2,272	2,220	97.7%	2,274
7160	PERS	21,003	45,336	32,802	32,244	98.3%	38,166
7165	Auto Allowance	1,512	1,854	-	1,062	0.0%	1,883
7166	Phone Allowance	-	39	-	120	0.0%	120
Total Personnel		174,345	260,690	204,616	202,952		211,268
Operations & Maintenance							
7241	Meetings & Conferences	-	-	2,000	-	0.0%	-
7253	Mileage	-	-	-	-	0.0%	-
8940	Contract Services	2,550	4,508	42,202	42,202	100.0%	2,650
8972-0402	Legal-BB & K	-	-	-	-	0.0%	-
9870	Loan to 80% for ERAF	-	-	-	-	0.0%	-
Total Operations & Maint		2,550	4,508	44,202	42,202		2,650
Debt Service & Capital Projects							
9840	Principal	880,000	920,000	960,000	960,000	100.0%	1,005,000
9860	Interest	1,505,950	1,627,963	1,424,950	1,424,950	100.0%	1,381,750
9588	Yucca Loma Bridge Constructior	36,270	-	-	-	0.0%	-
Total Debt Service & Capital Proj		2,422,220	2,547,963	2,384,950	2,384,950		2,386,750
Total Expenditures		2,599,115	2,813,161	2,633,768	2,630,104		2,600,668
ENDING FUND BALANCE		878,276	680,765	(1,953,003)	685,611		686,693

Code	Expenditure Classification	Actual Expense 2016-17	Actual Expense 2017-18	Amended Budget 2018-19	Estimated Expense 2018-19	% of Budget Expended	Adopted Budget 2019-20
Personnel Schedule		<u>Actual 2016-17</u>	<u>Actual 2017-18</u>	<u>Actual 2018-19</u>	<u>Actual 2018-19</u>	<u>Adopted 2019-20</u>	
Full Time:							
	Town Manager	0.06	0.06	0.10	0.10		
	Assistant Town Manager	0.10	0.10	0.00	0.00		
	Town Clerk/Director of Gov Serv.	0.04	0.04	0.05	0.05		
	Assistant Director of Economic Dev & Housing	0.00	0.50	0.70	0.70		
	Economic Development Manager	0.50	0.00	0.00	0.00		
	Director of Finance	0.00	0.12	0.12	0.12		
	Assistant Finance Director	0.12	0.00	0.00	0.00		
	Finance Manager	0.02	0.02	0.00	0.00		
	Accountant II	0.00	0.00	0.09	0.09		
	Accountant I	0.08	0.08	0.00	0.00		
	Finance Analyst	0.08	0.08	0.06	0.06		
	Administrative Analyst II	0.00	0.02	0.06	0.06		
	Administrative Analyst I	0.00	0.00	0.05	0.05		
	HR Payroll Coordinator	0.02	0.00	0.00	0.00		
	Executive Secretary	0.02	0.02	0.00	0.00		
Total FTE's:		1.04	1.04	1.23	1.23		

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Town of Apple Valley

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

Fiscal Year	Secured	Unsecured	Other	Total Taxable Assessed Value	Total Direct Tax Rate
2010	4,797,871,946	169,846,550	80,709,595	5,048,428,091	1.000000%
2011	4,295,279,849	173,885,410	82,348,845	4,551,514,104	1.000000%
2012	4,263,856,746	164,165,317	91,203,867	4,519,225,930	1.000000%
2013	4,244,374,760	158,196,900	87,813,270	4,490,384,930	1.000000%
2014	4,383,820,813	144,579,258	74,060,067	4,602,460,138	1.000000%
2015	4,624,316,560	135,086,868	82,725,994	4,842,129,422	1.000000%
2016	4,892,602,092	133,605,042	84,690,200	5,110,897,334	1.000000%
2017	5,145,353,588	131,382,101	87,638,072	5,364,373,761	1.000000%
2018	5,420,321,282	141,154,200	84,692,520	5,646,168,002	1.000000%

Source: HdL Coren & Cone, San Bernardino County Assessor 2018/2019 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

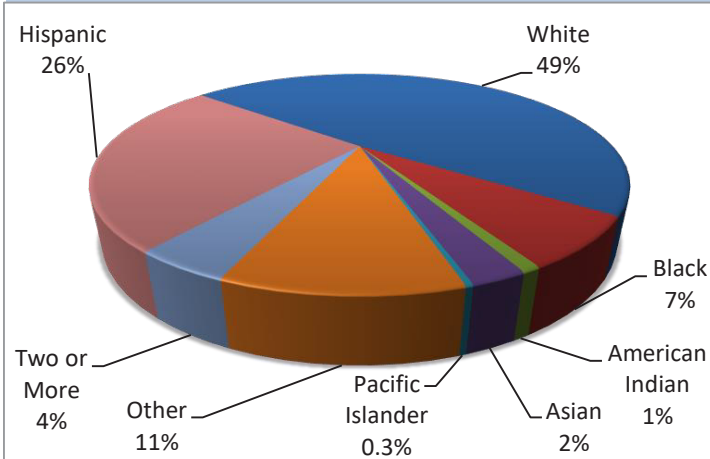
Fire Protection

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

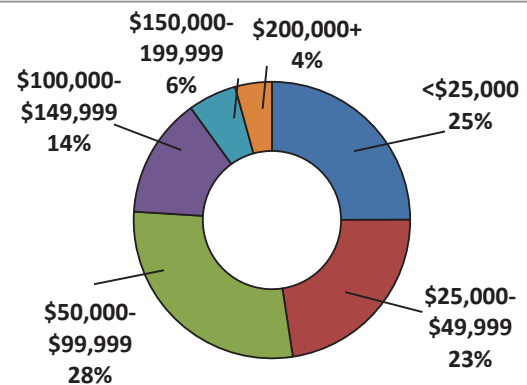
Outdoor Recreation Facilities

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

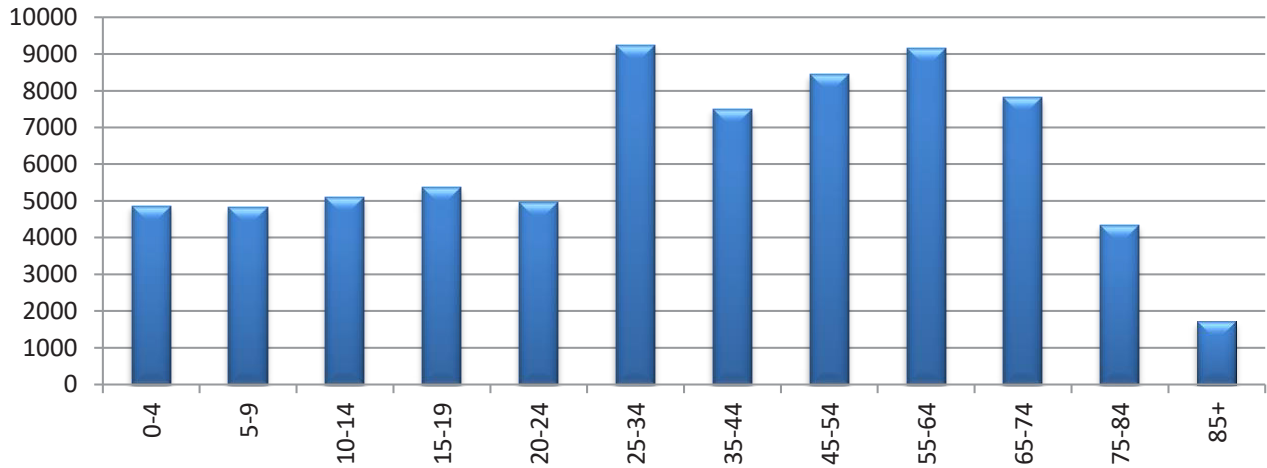
St. Mary Medical Center	1,630
Apple Valley School District	1,420
Walmart Distribution Center	883
Target Stores	429
Walmart	235

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	
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%)

RESERVES:

General Fund

The Town's intent is to maintain an optimal General Fund Operating Reserve equal to 25% of budgeted appropriations in the General Fund.

Debt Service Funds

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

OPERATING BUDGET:

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

General Fund

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

Special Revenue Funds

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

Debt Service Funds

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

FINANCIAL POLICIES

REVENUES:

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

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

ACCOUNTING:

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

INVESTMENTS:

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

DEBT:

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

GLOSSARY OF BUDGET TERMS

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

GLOSSARY OF BUDGET TERMS

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

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

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

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

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

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

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

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

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

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

DIVISION: An organizational subgroup of a department.

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

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

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

GLOSSARY OF BUDGET TERMS

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

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

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

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

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

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

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

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

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

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

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

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

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

GLOSSARY OF BUDGET TERMS

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

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

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

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

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

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

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

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

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

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

GLOSSARY OF BUDGET TERMS

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

GLOSSARY OF BUDGET TERMS

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

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

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

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

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

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

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

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

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

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

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

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

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

ACRONYMS

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

About the Cover

What do super blooms, bears, and Beyonce have in common? They were just a few of the iconic images that were captured in the preceding budget year. Add these to the concerts, commerce and customer service that were provided to residents and visitors and it is easy to see why Apple Valley earned its eighth consecutive first place award as the best place to live in the High Desert by readers of the local newspaper. With 1,365 acres of newly annexed land in North Apple Valley, the Town continues to grow. This freeway frontage real estate is prime acreage for new business and was included in the new voting districts that were approved in 2019.

