Apple Valley

2016 Operating Budget

Adopted 12-10-15

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TO: Mayor and City Council Members

FROM: Tom Lawell, City Administrator

SUBJECT: Preliminary City Budget for 2016 and 2017

DATE: August 5, 2015

It is my honor to present to you the recommended 2016 and 2017 draft budget for the City of Apple Valley. Many hours have gone into the preparation of this document with a focus on providing the high quality public services that our residents, businesses and visitors have come to expect. We will likely spend many more hours in the months ahead discussing with the City Council the details of the budget. Until then, the intent of this memo is to share with you the budgetary highlights and assumptions that went into preparing the document.

Our budget setting process is built on five core fiscal principles that serve us well and continue to guide our work:

1) Focus on the provision of basic City services and fund their provision at adequate levels.
2) Estimate anticipated revenues at realistic levels.
3) Retain adequate reserves to protect against fiscal uncertainty.
4) Anticipate continued community growth and program capital improvements to serve our growing community.
5) Demonstrate strong stewardship of existing infrastructure and plan for its repair/replacement in a proactive manner.

By staying focused on these budgetary principles, our reputation among the financial agencies that monitor and rate governmental entities is rock solid. In 2015 the City again earned the top bond rating possible from not one, but two, bond rating agencies (Moody's Investors Service and Standard and Poor's). This is a clear indication of our financial strength and validates our past financial practices. In fact, having two top bond ratings from two agencies is quite rare—only 12 out of 854 Minnesota cities have earned that distinction.

With two top bond ratings in hand, the City of Apple Valley will achieve the lowest possible borrowing costs when it needs to issue bonds in the financial marketplace. Low borrowing costs translate into ongoing savings for all city taxpayers.

The budget document you hold in your hands outlines the investments we intend to make in 2016 and 2017 to remain a high quality and fiscally strong community. This is the second year that a two-year budget document has been prepared for your review and consideration. Our evolution to a two-year budget has not been easy, but affords us the ability to better forecast revenue and expenditure trends, especially when coupled with our five-year Capital Improvements Program.

In the pages that follow, the following useful information is provided:

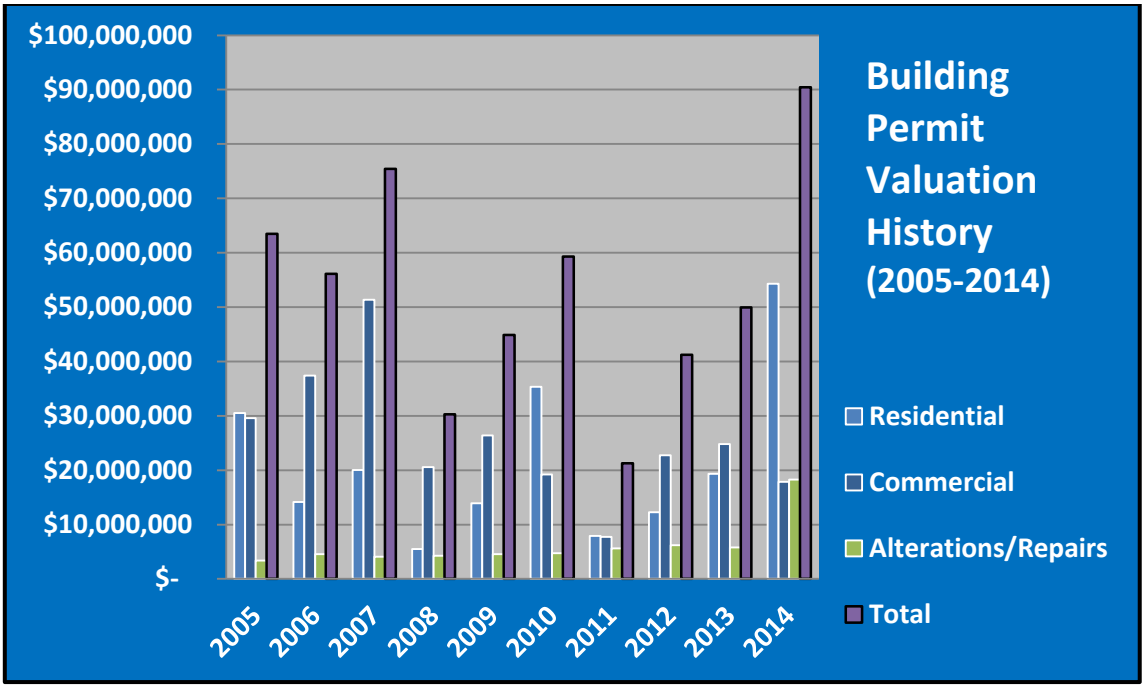
- Discussion of important financial trends being experienced within Apple Valley;
- Description of the current budget environment and important changes in State law;
- Explanation on how the budget document is organized;
- Description of the revenue and expenditure trends associated with the General Fund;
- Summary of the City's various other funds and budget highlights.

COMMUNITY TRENDS

According to the latest estimate from the Metropolitan Council, the population of Apple Valley as of April 1, 2014 was 50,330 living in 19,341 households. This equates to an average household size of approximately 2.59 persons per household.

Building permit activity in the City continues to be strong. In 2014 the City added $90,423,552 in building permit value, compared $49,921,488 in 2013.

The table below shows the permit valuation history in three categories from 2005 through 2014.



Looking at the 2014 data more carefully, the City added approximately $54.3 million in residential permit value, $17.8 million in commercial/industrial permit value, and $18.3 million in other permit valuation (i.e., alterations, repairs, additions, siding and roof replacements) for a total of $90.4 million. Within this total, we added 71 single-family homes, 297 apartment homes and 1,696 other permits for residential property improvements. On the commercial side, we experienced $7.75 million in new construction and another $10.1 million in additions, alterations and repairs through the issuance of 111 permits.

Through July 2015, we have added 52 single-family homes, and have issued 731 permits for residential additions, alterations and repairs. In addition, we are seeing the expansion of the Uponor campus, continued construction on the Parkside Village and Remington Cove projects and have issued 105 permits for commercial additions, alterations and repairs. Total permit valuation added through June 2015 is approximately $40.7 million.

Added growth in the community also equates to an expansion of our City owned and maintained utility infrastructure. The City Engineer has updated our utility infrastructure statistics as follows:

City Apple Valley Utility Infrastructure
Changes from 2014 thru June 2015

Item	2014 Existing	New Additions Through 6-30-15	Total
Sanitary Sewer (miles)	196.27	1.84	198.11
Force Main (miles)	3.65	0	3.65
Sanitary Manholes (each)	5,466	48	5,514
Water Main (miles)	245.49	1.80	247.29
Valves (each)	3,774	38	3,812
Hydrants (each)	2,438	16	2454
Storm Sewer (miles)	167.09	1.94	169.03
Storm Sewer Manholes (each)	8,123	80	8,203
Streets (miles)	174.81	1.95	176.76
Culs de sac (each)	318	4	322
Roundabouts (each)	3	0	3
Water Treatment Plant Capacity (million gallons per day)	18	6	24

The opening of our newly expanded water treatment facility is a major milestone in the development of our City. The recent expansion will allow us to treat 24 million gallons per day, enough for all current and future customers based on the growth envisioned in the City's Comprehensive Plan.

As we still have large tracts of vacant land in the City, we will have infrastructure additions to make in the years to come. Most of the remaining infrastructure additions in the community will occur south of County Road 42 and east of Flagstaff Avenue in the area currently utilized for sand and gravel mining. Major collector streets anticipated in this area include Johnny Cake Ridge Road from County Road 42 to County Road 46, 153rd/155th Street extension from Flagstaff Avenue to Pilot Knob Road, and 157th Street from Finch Avenue to Pilot Knob Road. The latter roadway extension is projected to occur in 2016.

Property values in Apple Valley and across Dakota County are determined annually by the Dakota County Assessor's Office. They report the following valuation trends for Apple Valley comparing 2015 and 2016:

Taxable Market Value Comparison by Property Classification			
	Payable 2015	Preliminary Payable 2016	2015 to 2016 % Change
Residential	**$3,433,970,784**	**$3,664,376,415**	**6.71**
Commercial/Industrial	**$493,716,400**	**$499,922,600**	**1.26**
Utility	**$12,312,400**	**$12,312,400**	**0.00**
Agricultural	**$8,797,900**	**$8,256,400**	**-6.15**
Cabins	**$236,900**	**$256,400**	**8.23**
Apartments	**$239,103,016**	**$253,666,604**	**6.09**
Personal Property	**$40,284,100**	**$40,284,100**	**0.00**
Total	**$4,228,421,500**	**$4,479,074,919**	**5.93**

Both Residential and Commercial/Industrial property values in Apple Valley continue to increase, an indication of a recovering real estate market. Given that the pace of increase is much greater for residential properties relative to commercial/industrial (6.71% vs. 1.26%), the overall tax burden in 2016 will continue to shift from commercial/industrial properties to residential properties.

Dakota County also produces a report that measures the percentage change in estimated market value for residential homestead properties from year to year. Apple Valley experienced a 4.85% increase in median home value from payable 2015 to payable 2016. This compares with a 7.74% increase from 2014 to 2015, a 3.3% increase from 2013 to 2014, a 5.8% decrease from 2012 to 2013 and a 3.1% decrease from 2011 to 2012. The new median residential homestead value in Apple Valley for 2016 is $218,200, compared to $208,100 in 2015, $192,500 in 2014 and $186,000 in 2013.

THE BUDGET PROCESS AND TIMELINE

The timeline for the preparation of the City's 2016 budget follows a timeline established by the State of Minnesota. The timeline varies little from year to year, although in 2014 the legislature extended the deadline for adopting a preliminary property tax levy and preliminary budget from September 15 to September 30 of each year. As such, the first deadline of the budget process this year is September 30, 2015, the date by which the City must adopt its 2016 preliminary property tax levy and preliminary budget. The adoption of the preliminary property tax levy sets the maximum amount permissible. After September 30, the amount may be decreased, but not increased, when the final certified 2016 levy is adopted in December 2015.

State law requires that we also by September 30 announce the time and place of a future City Council meeting at which the budget and levy will be discussed and public input allowed, prior to final budget adoption and levy determination. By State law, this public input meeting must occur after November 24 and must start at or after 6 p.m. By that same September 30 date, the City must provide the County Auditor with the above information, plus a phone number and address where comments and questions about the City's budget can be directed.

It is our intent to have the Council consider adoption of the preliminary levy resolution on September 10, 2015. After adoption, we will forward the City's preliminary levy resolution to Dakota County and they will then prepare parcel specific notices to be sent out to all Apple Valley property taxpayers. Per State law, the County will send the parcel specific notices out between November 11 and November 24.

We are required by State law to adopt our final property tax levy and certify the amount to the County auditor on or before December 28. Apple Valley City Council meetings in December are scheduled for December 10 and 22. Ideally, we would be able to finalize both the budget and tax levy at our December 10 meeting.

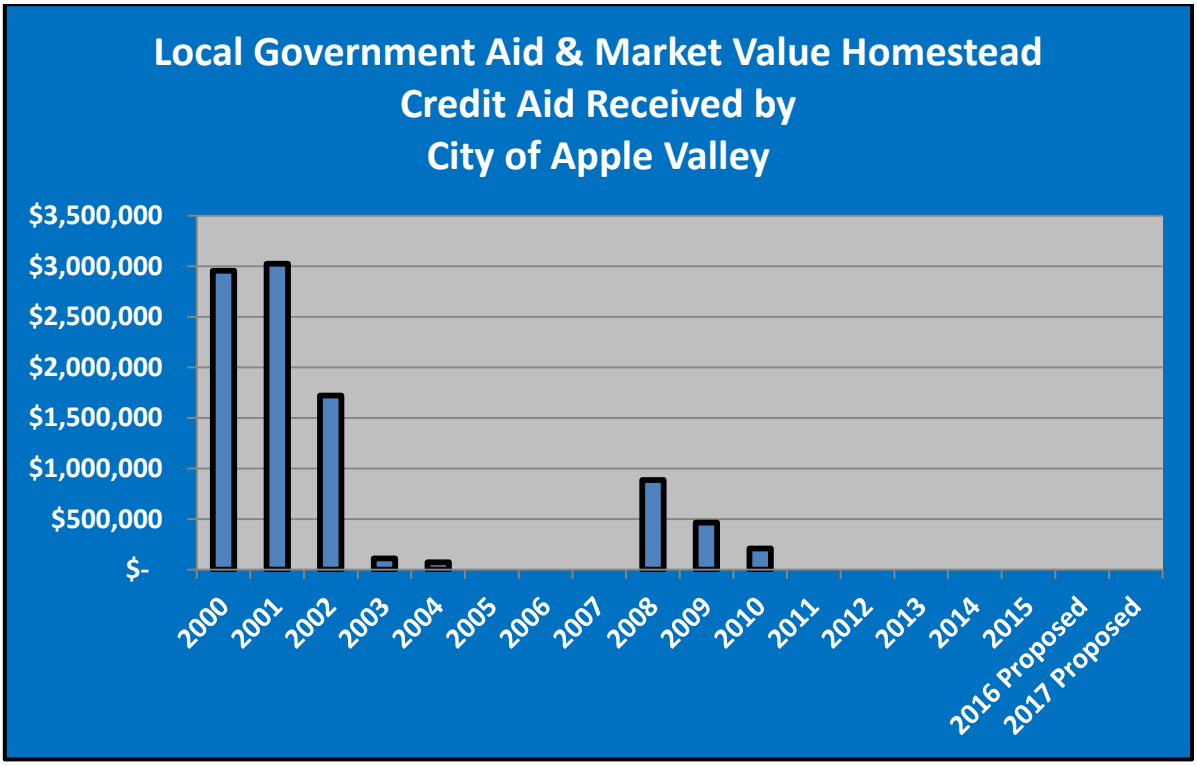
STATE BUDGET CONDITIONS AND AID DISTRIBUTION

The budget outlook for the State of Minnesota is quite favorable going into 2016. The February 2015 Budget & Economic Forecast shows a projected surplus of $1.869 billion. Curiously, even with that surplus, the Governor and Legislature were unable to agree on a state tax bill during the 2015 legislative session. Tax bills from the last session remain alive in the both the House and Senate and negotiations will resume in early 2016 as the next session convenes.

With no tax bill this year, the State's Local Government Aid (LGA) distribution formula to cities remains unchanged. Under the current law, the State will distribute to Minnesota cities over $519 million in 2016. Unfortunately, the LGA distribution formula excludes Apple Valley and many other metropolitan cities from receiving any LGA funds. Media reports will frequently include reference to the new aid distribution to cities, but readers should be clear that Apple Valley is not a benefactor of the LGA program.

Unlike many other States, the vast majority of cities in Minnesota do not receive sales tax revenue from business transactions that occur within their boundaries. Instead, sales tax receipts are collected by the State and are then re-distributed as the State Legislature deems appropriate. This redistribution has taken various forms through the years including the abovementioned LGA program, the Homestead and Agricultural Credit Aid (HACA) program, and the Market Value Homestead Credit (MVHC) program.

As shown in the following chart, suburban cities like Apple Valley have steadily been excluded from such programs. In the late 1990s/early 2000s, the City of Apple Valley routinely received approximately $3 million in annual LGA. With only a few exceptions since, the City's annual distribution is typically nil.



State Mandated PERA Rates

As required by law, eligible employees of the City of Apple Valley participate in the State's Public Employees Retirement Association (PERA). Employee and employer contribution amounts are set by the State. As of January 1, 2016, employee contributions for coordinated members of the General Employees Plan will remain unchanged at 6.50% of salary and employer contributions for coordinated members of the General Plan will remain unchanged at 7.50% of salary.

Certain employees of the City are covered by the PERA Police and Fire (P&F) Plan. As of January 1, 2016, employee contributions for P&F members will remain unchanged at 10.8% of salary and employer contributions for P&F employees will remain unchanged at 16.2% of salary.

Later in 2015, PERA plans to work with its actuary to finalize an analysis of both the PERA General and the PERA Police and Fire Plans. That analysis could show the need for a future contribution increase in 2017. We will need to continue to monitor this issue and adjust the 2017 budget accordingly.

PROPOSED PROPERTY TAX LEVY

The various components of the approved 2015 and proposed 2016 levy are summarized below.

Levy Component	2015	2016	Difference	% Change
General Fund	$18,566,000	$19,389,555	$823,555	4.4%
Street Maintenance Program	$2,940,000	$3,028,200	$88,200	3.0%
Property Tax Delinquencies Allowance	$200,000	$150,000	($50,000)	-25.0%
Ice Arena Support	$121,000	$121,000	-	0.0%
Debt Service – Voter Approved	$910,000	$936,000	$26,000	2.9%
Debt Service – All Other Levy	$397,000	$433,245	$36,245	9.1%
Total	$23,134,000	$24,058,000	$924,000	4.0%

The total levy for 2016 is proposed to be $24,058,000 up 4.0% or $924,000 over 2015. At this levy amount, the median valued home in Apple Valley valued at $218,200 will see the City's share of their property tax bill increase $31 or 3.45% from $901 in 2015 to approximately $932 in 2016. This impact is consistent with the financial analysis presented by Finance Director Ron Hedberg at our annual Goal Setting Session held in April 2015.

The 2016 property tax levy continues the strategy begun in 2013 by increasing the property tax levy to fund the increase in the street maintenance program. The capacity to fund this increase comes from eliminating nearly $1 million in debt service levy and transfers that levy to the annual street maintenance program general levy (see page 271 for more details).

The City's 2012 decision to fund future road reconstruction projects through the General Fund as opposed to levying special assessments against benefitting properties is unique and farsighted. In essence, the City's property tax rate will be higher than many of our neighboring cities going forward, but our citizens will not need to worry about receiving large, unexpected special assessments for road work in the future. It is important that we routinely remind our citizens of unique and affordable approach to road reconstruction.

BUDGET ORGANIZATION

The City currently administers over 74 individual funds in various categories such as general, debt service, capital projects, proprietary funds, and special revenue. The draft 2016/2017 City Budget includes some, but not all, of these funds. While each fund is important, the primary fund that affects many of the City's daily operations is the General Fund. As is our custom, the majority of the budget document, and the majority of this budget message, will focus on revenues and expenditures related to the General Fund.

The City also operates many proprietary or enterprise functions, which are accounted for in their own funds, such as Water, Sewer, Storm Water, Golf Course, Sport Arenas, Cemetery, and Liquor Operations. In addition to the General fund and proprietary funds, the budget includes a number of other funds; Road Improvement Fund, Equipment Certificate Fund, Future Capital Projects Fund, Cable Television Joint Powers, the Municipal Building Fund and the Vehicle and Equipment Replacement Fund (VERF), an internal service fund. Notable changes in these non-General Fund accounts are also included in this budget message.

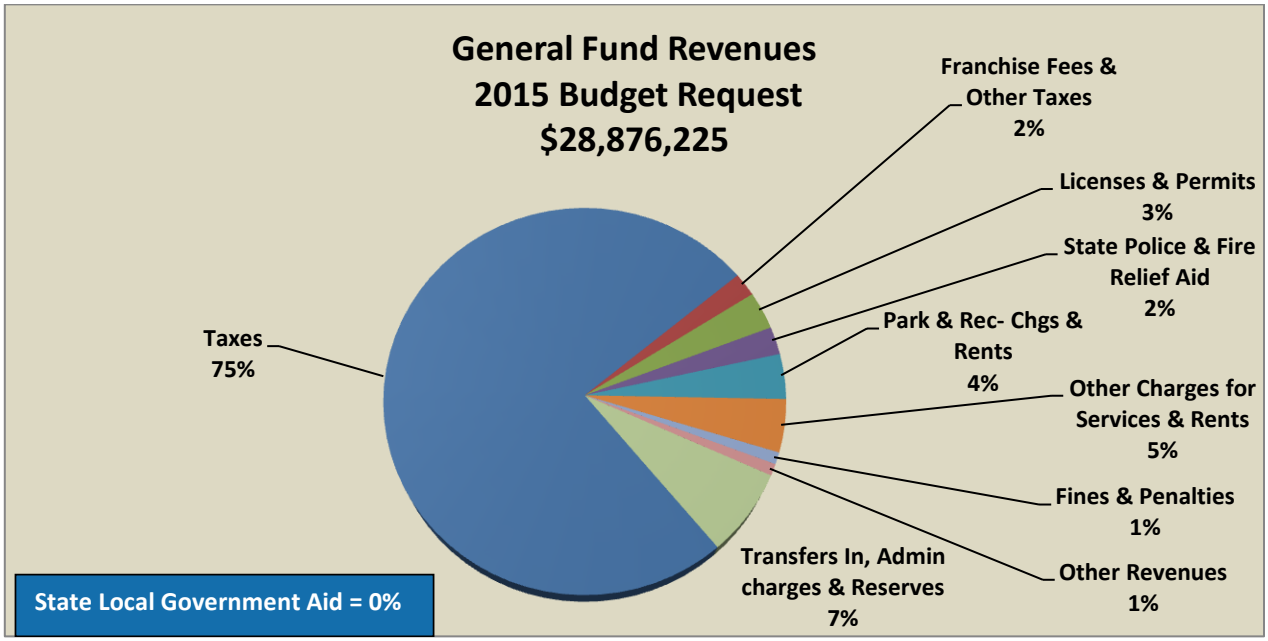
GENERAL FUND OVERVIEW

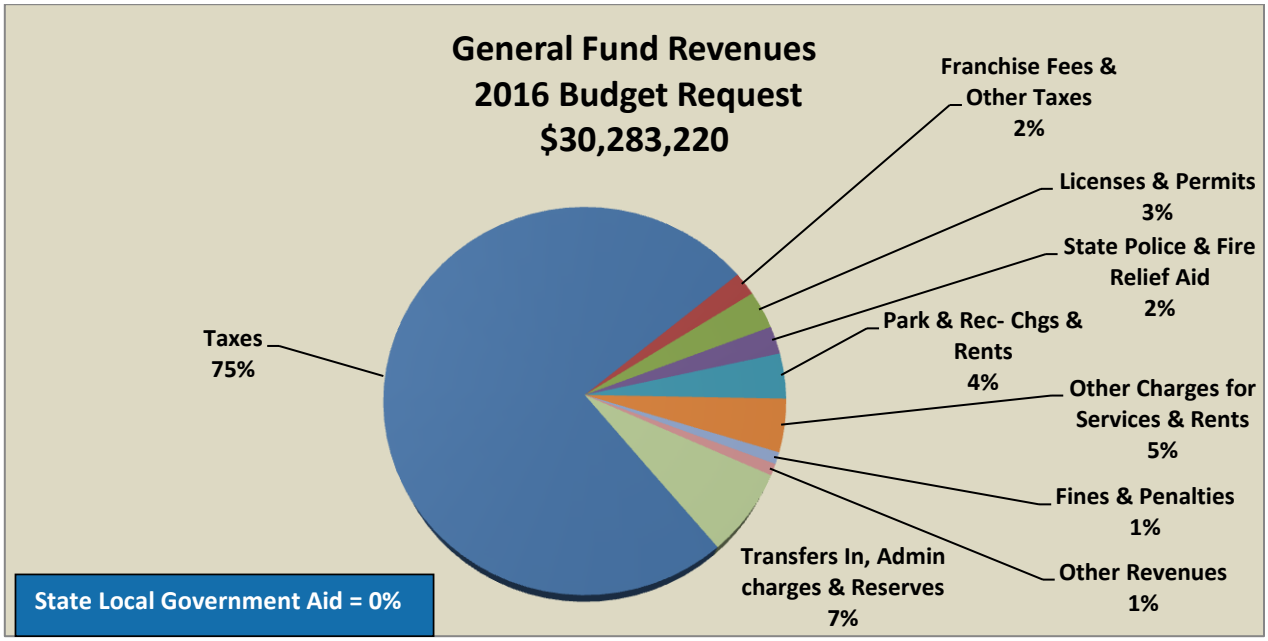
Revenue Estimates

As the largest fund in our financial reporting system, our ability to accurately estimate the yearly revenues of the General Fund is very important. While revenue from the State of Minnesota has been variable and unreliable from year to year, thankfully other revenue components of the General Fund are fairly constant and predictable.

General Fund revenues are depicted in the following pie charts. The first chart shows the various sources of General Fund revenues for 2015. The second chart shows the various sources anticipated in the budget for 2016. We anticipate raising $30,283,220 in General Fund revenue for 2016, which is an increase of approximately 4.87% compared to 2015.

The 2015 revenue amount is comprised of a number of revenue sources. Similar to years past, the largest source of revenue for the General Fund is the property tax, which generates approximately 75% of the revenue base. The remainder of the General Fund revenue is generated by sources such as licenses, lease income, permits, fees, service charges, park operations, transfers and other revenues. As noted above, the General Fund receives no revenue from State programs, such as Local Government Aid.





Expenditure Estimates

Within the General Fund, we can categorize our operations into three broad categories: personnel services, commodities/other, and capital outlay. As the name implies, personnel services accounts for the salaries, insurance costs, Social Security, Medicare, and pension costs of our most important organizational assets, our employees. There are no new full-time employees proposed in the 2016 General Fund proposed budget. Part-time positions are recommended to be funded to support building inspection services (Building Inspections page 147), and on-going building maintenance needs (General Government Buildings page 55 and Fleet Buildings CMF page 163).

Commodities/other department expenditures in the General Fund include expenditures for repairs, utility costs, training, supplies, etc. A significant added cost in 2016 relates to the upcoming primary and general elections. Election judge payments and necessary equipment and supplies are anticipated to cost approximately $81,500 (City Clerk page 39). During 2016, we will also commence the City's Comprehensive Plan update process which we must complete every ten years. General Fund costs to support the Comprehensive Plan process in 2016 will total approximately $65,000 (Community Development page 79 and Public Works Engineering page 139). General Fund transfers to support the Apple Valley Fire Relief Association's will rise approximately $59,000 in 2016 (Fire Relief page 137).

Capital outlay expenditures are for those items deemed more durable and having a life span generally in excess of five years. The personnel services and commodities/other expenses generally represent re-occurring expenses from year to year. The capital outlay costs are more infrequent, and can vary significantly from year to year depending upon capital needs. In 2014, we implemented the Vehicle and Equipment Replacement Fund to help eliminate major peaks and valleys of the capital cycle. In 2016, it is proposed that we do the same for our municipal buildings through the Municipal Building Fund. The purpose and operation of this fund is described on page 11 of this memo.

A summary of the General Fund budgeted expenditures from 2015 to 2016 is as follows:

	2015 Adopted	2016 Proposed	Difference	% Change
Personnel Services	**$18,079,080**	**$18,745,869**	**$666,789**	**3.7%**
Commodities/Other	**$6,982,695**	**$7460,396**	**$477,701**	**6.8%**
Capital Outlay	**$874,450**	**$877,255**	**$2,805**	**0.3%**
Transfer to Road Improvement Fund	**$2,940,000**	**$3,028,200**	**$88,200**	**3.0%**
Transfer to Municipal Building Fund	**-**	**$171,500**	**$171,500**	
General Fund Total	**$28,8776,225**	**$30,282,220**	**$1,406,995**	**4.9%**

General fund expenses are described in detail beginning on page 31 of the budget book.

OTHER GOVERNMENTAL FUNDS/ ENTERPRISE FUNDS OVERVIEW

The City maintains a number of other funds which are essential to our operations. Beginning on page 253 of your budget book, these various funds are described in detail. Highlights from these various funds are provided below.

Equipment Fund

This fund budgets for equipment purchases to be supported by the issuance of equipment certificates. Equipment purchased in this manner is expected to have a lifespan of at least five years.

As Council will recall, over the past few years were have been gradually transitioning away from equipment certificates as we implement the Vehicle and Replacement Fund. In 2015 both the Parks Maintenance division and Public Works Streets division were still using equipment certificates to finance their capital equipment. In 2016 it is proposed that the Parks Maintenance division join the VERF, leaving only the Streets Division utilizing equipment certificates. Capital equipment supported by equipment certificates in 2016 totals $527,000 and in 2017 totals $408,000. Further information is provided on page 253.

Vehicle and Equipment Replacement Fund

The Vehicle and Equipment Replacement Fund (VERF) was created in 2014 to provide a funding mechanism for the systematic replacement of vehicles in the City's fleet. The goal of the fund is to have sufficient cash flow to fund annual equipment purchases without the need to borrow through equipment certificates, and to stabilize budgeting for major equipment purchases. Details on the fund can be found beginning on page 279.

Given the large scope of this endeavor, it is anticipated that it will take several years to fully migrate all departments from equipment certificates to the VERF. The revenue source for the VERF includes an annual inter-fund charge to the participating departments, proceeds from trade-ins and equipment sales for those items covered by the program, and the addition of interest earnings.

In 2016 departments participating in the VERF program include Fire, Police, Code Enforcement/ Community Development, Building Inspections, Engineering, Natural Resources, Fleet and (newly added) Parks Maintenance. Going forward, each of these departments will see a consistent, annual expense in their budget necessary to incrementally accumulate the funds necessary to fund their future vehicle and equipment replacement costs. For 2016, the total

VERF Interfund charges are projected to be $716,355. In order to incorporate the Parks Maintenance division into the VERF, it is recommended that we transfer funds from the Closed General Obligation Debt Fund to the VERF in the amount of $461,000. More information can be found on page 279.

Future Capital Projects Fund

The Future Capital Projects Fund (FCPF) exists to help accumulate funds necessary for the future replacement of City capital assets. Currently the fund is being used to support the City's street reconstruction program by contributing $960,000 per year in property tax levy capacity towards the program. This is accomplished by using resources from the FCPF to make debt service payments on the 2004 Park Bonds thereby freeing up levy capacity to be directed to the street reconstruction program. The use of the FCPF to support these Park Bonds will end with the 2017 budget year. In 2016, interest earnings on the FCPF are proposed to support the Municipal Building Fund to fund needed improvements to our aging facilities (see below). Details on the FCPF are provided beginning on page 267.

Municipal Building Fund

The Municipal Building Fund will provide a financing mechanism for the systematic improvement of municipal buildings and facilities. The goal of the fund is to have sufficient cash flow to fund annual purchases and to stabilize budgeting for these building improvement expenditures. The revenue source for the fund includes an annual transfer from the General Fund and a transfer from the FCPF in an amount equal to the prior year's interest earnings experienced in the FCPF. We anticipate $231,500 in capital facility improvements in 2016, followed by $472,000 in improvements in 2017. Details can be found starting on page 283.

Road Improvement Fund

The Road Improvement Fund provides for a consolidated source of funding for city street improvements. Street improvements under this activity include new street construction, street resurfacing (overlay), pavement preservation (micro surface seal coating), and traffic signal improvements.

Revenue for the fund is primarily derived from a portion of the property tax levy and is anticipated to be $3,028,200 in 2016 and $3,138,100 in 2017. Other funding sources are transfers from the City's utility funds to cover water, sanitary, storm sewer and street light improvements associated with identified road reconstruction projects, the Municipal State Aid (MSA) contribution derived from the State's motor fuel tax, Special Assessments for new road alignments, and revenue from other units of government.

For 2016 out of the Road Improvement Fund, we anticipate approximately $8 million in projects throughout the City, most notably the first phase of a multi-year project to reconstruct roads in the Palomino Hills area. We also anticipate in 2016 the extension of 157th Street between Pilot Knob Road and Finch Avenue.

In 2017 the Road Improvement Fund is proposed to support approximately $7 million in projects including continued work in the Palomino Hills area and the reconstruction of Johnny Cake Ridge Road from McAndrews to 140th Street. Details can be found beginning on page 271.

EDA Operations Fund

The Apple Valley Economic Development Authority Fund exists to support economic and business development activities as they may arise. For 2016 and 2017, the fund is proposed to support our continued involvement with GREATER MSP, the regional economic development organization that fosters business development within the Twin Cities. In addition, the continuation of the Open for Business program sponsored by the Dakota County Community Development Authority and the Metropolitan Consortium of Community Developers is also proposed for both years. In 2016 it is proposed that we continue our collaborative efforts with other Dakota County cities on the development of a broadband network to support our economic development efforts. It is also proposed that we continue to work with Uponor to develop relationships with other Nordic companies to attract them to locate within our business park, creating both jobs and tax-base. Further details are provided on page 275.

Municipal Liquor Operation

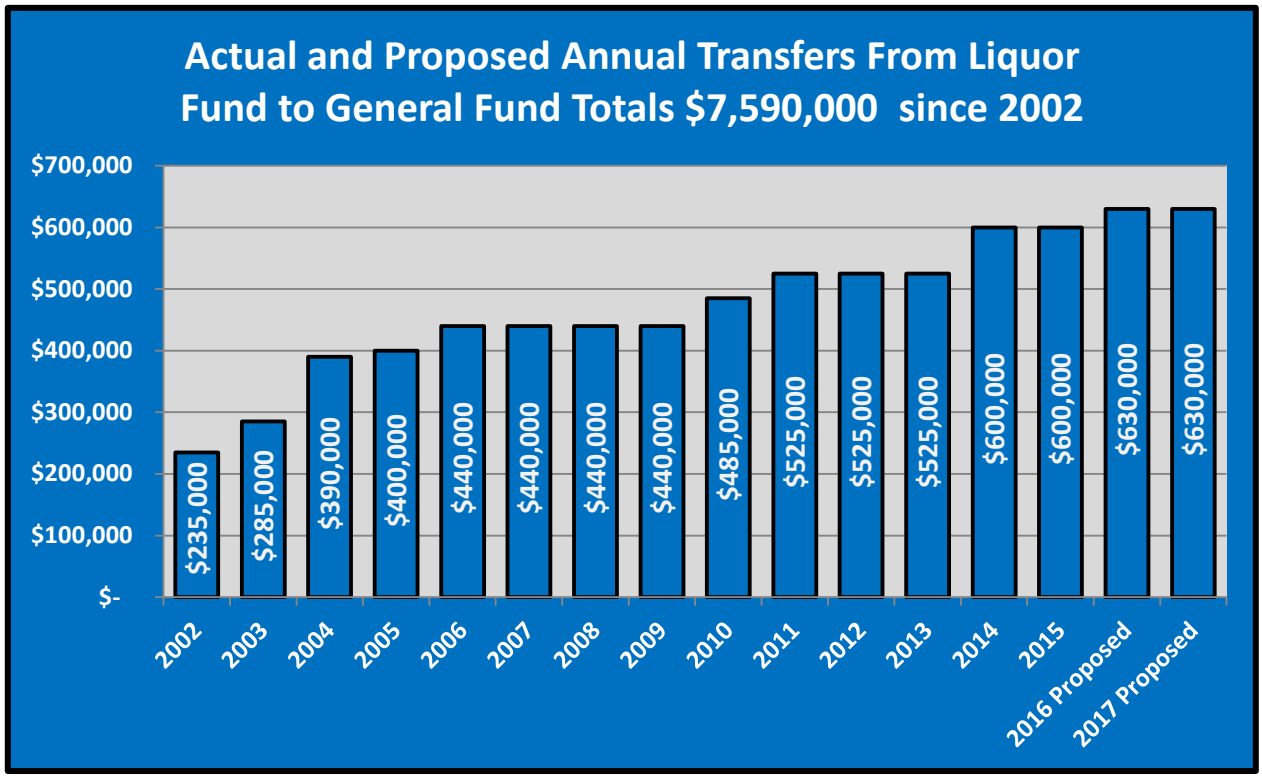
The City's three liquor stores continue to exercise appropriate control over the sale of off-sale liquor within the City. Gross and net profit margins consistently surpass other municipal liquor operations in the metropolitan area, and according to the latest information published by the State Auditor's Office, the Apple Valley Municipal Liquor Operation ranks fifth in in the State in terms of annual gross sales.

The 2016 budget proposes a capital expenditure to further upgrade the digital video recording system at all three stores and an awning upgrade for Store #2. For 2017, it is proposed that Store #3 install a digital sign to attract additional customers. Details regarding the liquor operation budget can be found beginning on page 287.

Our liquor operations also provide a significant transfer to the City's general fund each year, which benefits all taxpayers in the City. Recent and proposed expenditures supported by the liquor fund include:

Annual Municipal Liquor Store Transfers Support the Community		
Year	**Amount**	**Expenditures Supported by Annual Transfer**
2012	**$525,000**	**Five Police Squad Cars and Park & Recreation Activities**
2013	**$525,000**	**Four Police Squad Cars and Park & Recreation Activities**
2014	**$600,000**	**Two Snow Plow Trucks, Five Police Squad Cars and Park & Recreation Activities**
2015	**$600,000**	**Six Police Squad Cars, Snow Plow Truck and Park & Recreation Activities**
2016 Proposed	**$630,000**	**Fire Engine (Pumper), One Police Squad Car and Park & Recreation Activities**
2017 Proposed	**$630,000**	**Fire Department Self Contained Breathing Apparatus, Police K-9 Program, Snow Plow Truck and Park & Recreation Activities**

As our liquor operations expand and prosper, we have been able to steadily increase the amount of the annual transfer to the General Fund. In fact, by the end of 2017 the total amount of the transfer over the 16-year time period will exceed $7.5 million. The history of our recent Liquor Fund transfers is as follows:



<u>Valleywood Golf Course</u>

Valleywood Golf Course continues to attract larger and more profitable outings with the new clubhouse facility. As a weather dependent operation, the number of rounds of play on the course will vary year to year. So far in 2015 we have enjoyed better than average weather and rounds of play are expected to be higher than anytime in recent memory. Clubhouse rentals are less weather dependent and we have seen an increase in non-golf related rentals for various types of events including weddings, corporate rentals, non-golf sports teams and non-profit groups.

Valleywood's ability to expend funds on capital equipment depends greatly on the financial performance of the golf course. Ideally in 2016 we will have sufficient funds on hand to replace a greensmower and workman utility vehicle, install improved parking lot lights, enhance cart paths and replace the outdated entrance sign. In 2017 we anticipate replacing a fairway mower, utility vehicle, and greensmower and purchase a small sprayer unit. A detailed description of the Valleywood operation can be found beginning on page 303.

Sport Arenas
The Sports Arena attached to Apple Valley High School continues to serve as a prime example of joint cooperation between the City and ISD196. The School District pays half of the operating costs associated with the facility. The Hayes Ice Arena continues to build on its summer time ice rentals. Aging system components at both arenas are being repaired or replaced as needed to ensure the long-term viability of our ice facilities. Detailed budget information on the arenas can be found beginning on page 315.

Cable Television
Cable Television services are provided through a joint powers agreement with the cities of Farmington and Rosemount and are detailed beginning on page 257. Cable Television activities specific to Apple Valley are described beginning on page 263. Work on developing a new cable television franchise with Charter Communications is on-going, although progress was slowed in 2015 due to corporate merger discussions occurring in the broader cable television industry. We continue to cooperatively undertake the franchise renewal discussions with our municipal partners in Rosemount and Farmington. Police and Fire cable television programming recently expanded to a multi-city program to more efficiently deliver public safety information to our citizens.

Water Utility Fund
The Water Utility Fund begins on page 331. We recently celebrated the grand opening of the newly expanded water treatment plant. Looking ahead to 2016, we plan to commence a multi-year program to replace water meters throughout the community. We also plan to recommission Well 16 in the Fischer Marketplace area in 2016. Major projects for 2017 include the rehabilitation of Wells 8 and 12, and continued work on the water meter replacement program. One additional full-time employee for the Water Utility division is forecasted for 2017. Consistent with the Council's prior discussions, water rates are proposed to increase by 3 percent in 2016 and 2017.

Sanitary Sewer Fund
The Sanitary Sewer Fund begins on page 343. Notable sanitary sewer projects on the 2016 and 2017 horizon include improvements at Lift Stations 1 and 5 and sanitary sewer work associated with the Palomino Hills street reconstruction project. Consistent with the Council's prior discussions, sewer rates are proposed to increase by 3 percent in 2016 and 2017.

Stormwater Utility
The City continues its work to improve storm water quality in areas lakes and ponds during 2016 and 2017. Federal and State regulations regarding water quality continue to mount and we have adapted accordingly. Staff efforts to address State MS4 permit requirements and various lakes subject to Total Maximum Daily Load (TMDL) requirements is growing. Further details can be found beginning on page 353.

Notable stormwater projects planned for 2016 and 2017 include repair and improvement of various stormwater ponds and lift stations. One additional full-time employee for the Stormwater Utility division is forecasted for 2016. To ensure regional coordination, the City also continues to actively participate in both the Blackdog River Watershed District and the Vermillion River Joint Powers Organization. Consistent with the Council's prior discussions, stormwater utility water rates are proposed to increase by 3 percent in 2016 and 2017.

Street Light Utility

This fund accounts for the more than 3,200 street lights that are in operation within the City. The vast majority of street lights in the City are owned and maintained by Dakota Electric under a fixed rate program with the City. The City owns and maintains a number of street lights in the downtown area and also on the newly opened sections of 147th Street and Flagstaff Avenue. In 2016 we plan to complete the replacement of outdated street lights on County Road 42 in the downtown area. Consistent with the Council's prior discussions, street light utility charges are proposed to increase by 3 percent in 2016 and 2017. Further details can be found beginning on page 363.

SUMMARY AND CONCLUSIONS

The City of Apple Valley is in a unique position as it approaches its 42nd anniversary. We are now old enough to be dealing with aging infrastructure that requires repair, and in many cases, replacement. At the same time, we still have vacant land available for development. These are exciting and challenging times to chart the financial future of the City and hopefully, this budget message has helped to explain trends affecting our fiscal future and our strategy for budgetary success going forward.

Staff looks forward to the opportunity to meet with the City Council in the weeks ahead to provide more information. In fact, we have established a budget review workshop for Thursday, August 27, 2015 beginning at 5:30 p.m. where we will have the chance to present more details and answer any questions you may have.

I wish to thank our staff for the many additional hours/weekends that were spent working on the 2016 and 2017 budget document. I am always impressed by the dedication and teamwork that goes into the budget process each year. A special thank you goes out to our Finance Department staff Ron Hedberg and Cathy Broughten, and Assistant Administrator Charles Grawe for their hard work gathering and verifying data, providing analysis and compiling the data into the professional document before you.

As always, I want to express my appreciation to the City Council for their guidance and direction over the past year. We are fortunate as a community to have a dedicated group of elected officials who understand the need to thoughtfully and consistently invest in the community. In doing so, we will uphold our high quality standards and maintain our attractiveness to current and prospective citizens for years to come.

Respectfully submitted,

Tom Lawell
City Administrator

Notes:

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CITY OF APPLE VALLEY
RESOLUTION NO. 2015-

RESOLUTION ADOPTING 2016 PROPOSED BUDGETS AND TAX LEVY

WHEREAS, the City Council reviewed the proposed 2016 operating budget on August 27th as set forth in Exhibit A of this resolution; and

WHEREAS, the Council desires to adopt the operating budgets for management purposes; and thereby establishing a maximum tax levy for 2016; and

WHEREAS, the Minnesota Statutes require the certification of the Proposed Budget and Tax Levy for taxes payable in 2016 by September 30, 2015, to the County Auditor.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Apple Valley that revenue and expenditure budgets for 2016 shall be as noted in Exhibit A of this Resolution and as supported by the detailed document, as revised.

BE IT FURTHER RESOLVED by the City Council that the 2016 scheduled levy for the 2012 GO Refunding Bonds is hereby reduced by $980,000 and a transfer in the amount of $960,000 is approved from the Future Capital Projects Fund to the 2012 GO Refunding Bond Fund; and

BE IT FURTHER RESOLVED by the City Council that the following proposed sums of money be levied for the current year, collectible in 2016, upon the taxable property in the City of Apple Valley for the following purposes:

General Purposes:	$19,539,555
Annual Street Maintenance Program	3,028,200
Ice Arena support	121,000
Debt Levy:	
Market Value Based Debt Levy:	
GO. Refunding Bonds 2004/2012	-0-
GO Park Bonds 2007 (2013a refunding)	420,000
GO Park Bonds 2008 (2013a refunding)	425,000
GO Park Bonds 2011	91,000
	936,000
Tax Capacity Based Debt Levy:	
GO Equipment Certificates 2015	133,245
GO Equipment Certificates 2012	180,000
GO. Equipment Certificates 2014	120,000
	433,245
	$ 24,058,000

BE IT FURTHER RESOLVED that the City Clerk is hereby instructed to transmit a certified copy of this Resolution to the County Auditor of Dakota County, Minnesota.

ADOPTED this 10th day of September, 2015.

_____
Mary Hamann-Roland, Mayor

ATTEST:

_____
Pamela J. Gackstetter, City Clerk

CERTIFICATE

I, Pamela Gackstetter, City Clerk, hereby certify that the above resolution is a true and correct copy of a resolution adopted by the City Council of the City of Apple Valley, Dakota County, Minnesota, on the date above indicated.

_____
Pamela J. Gackstetter, City Clerk

City of Apple Valley
Property Tax levy History

8/1/15

	2011	2012	2013	2014	2015	2016	2017
GENERAL LEVIES	Final	Final					
General Fund	17,860,000	17,897,000	18,164,570	18,359,496	18,566,000	19,389,555	19,868,070
Annual Street Maintenance Program	1,598,000	1,675,000	2,755,000	2,855,000	2,940,000	3,028,200	3,138,100
MVHC Provided to Residents - Anticipated	1,120,000						
Ice Arena Support					121,000	121,000	121,000
Delinquency allowance	200,000	400,000	200,000	200,000	200,000	150,000	150,000
Fire Relief							
TOTAL GENERAL LEVIES	20,778,000	19,972,000	21,119,570	21,414,496	21,827,000	22,688,755	23,277,170
DEBT LEVIES							
Equipment Certificates:							
Equip cert of 2006 - $860,000	123,000	-	-	-	-	-	
Eq Cert of 2010 Refunding 2010a		117,000	117,000	117,000	118,000	-	
Equip cert of 2012 - $900,000 (Assumed) (5&10 years at 2%)			178,000	178,000	179,000	180,000	181,000
2014 equip cert estimated					100,000	120,000	120,000
2015 Equip Cert 2015B						133,245	130,830
2016 equip cert estimated							85,000
	123,000	117,000	295,000	295,000	397,000	433,245	516,830
Gross Revenue Bonds (Tax Capacity Based)							
Arena Revenue Bond of 2004 $1,015,000	120,000	120,000	121,000	121,000	-	-	0
(refunded Ice Arena Bonds of 1995 -$1,435,000)							
GO IMPROVEMENT BONDS (ASSESSMENTS)							
Eastview Park - 140th Street							
Eastview Park - Storm Sewer	15,000	14,249	12,376	12,504	-	-	
	15,000	14,249	12,376	12,504	-	-	-
General Obligation Bonds (Market Value based)							
GO Refunding Bonds of 2004 $8,040,000 Park	860,000	885,000	redirected				
(refunded 1997 Park Bonds - $8,370,000)			to annual				
GO Refunding Bonds of 2004 $615,000 Cemetery	69,000	70,000	street program				
(Refunded Cemetery Bonds of 1997 - $795,000)							
GO Refunding Bonds of 2012 $4,790,000			redirected				
(refunded 2004 Park & Cemetery Bonds)							
Park Bonds of 2011		87,000	88,000	89,000	90,000	91,000	92,000
Park Bonds of 2007 - $6,400,000	380,000	390,000	395,000	405,000	415,000	425,000	435,000
Park Bonds of 2008 - $6,685,000	355,000	370,000	380,000	390,000	405,000	420,000	435,000
Total G.O. MV Based	1,664,000	1,802,000	863,000	884,000	910,000	936,000	962,000
TOTAL DEBT LEVY	1,922,000	2,053,249	1,291,376	1,312,504	1,307,000	1,369,245	1,478,830
TOTAL LEVY	22,700,000	22,025,249	22,410,946	22,727,000	23,134,000	24,058,000	24,756,000
Increase in Net Levy	-0.611%	-2.972%	1.751%	1.410%	1.79%	4.0%	2.90%

City of Apple Valley
Allocation of Total Property Tax levy
and Property Taxes Available for General Fund

						924000	698000
	2011	2012	2013	2014	2015	2016	2017
Total Gross Levy:	22,700,000	22,025,249	22,410,946	22,727,000	23,134,000	24,058,000	24,756,000
Less Delinquency allowance	(200,000)	(400,000)	(200,000)	(200,000)	(200,000)	(150,000)	(150,000)
Less MVHC provided to residents	(1,120,000)	-	-	-	-	-	-
Property Tax Levy Available for Operations	21,380,000	21,625,249	22,210,946	22,527,000	22,934,000	23,908,000	24,606,000
							-
Less Amounts allocated to other funds							-
Fire Relief	-	-	-	-	-	-	-
Ice Arena Support					(121,000)	(121,000)	(121,000)
Annual Street Maintenance Program	(1,598,000)	(1,675,000)	(2,755,000)				
Less Amounts for Debt Service							
Equipment Certificates;	(123,000)	(117,000)	(295,000)	(295,000)	(397,000)	(433,245)	(516,830)
Ice Arena Bonds	(120,000)	(120,000)	(121,000)	(121,000)			
Special Assessment Bonds	(15,000)	(14,249)	(12,376)	(12,504)	-	-	-
Market Value based Park & Cemetery Bonds	(1,664,000)	(1,802,000)	(863,000)	(884,000)	(910,000)	(936,000)	(962,000)
							-
Amounts of Levy for General Fund	17,860,000	17,897,000	18,164,570	21,214,496	21,506,000	22,417,755	23,006,170

City of Apple Valley
Tax Capacity &
Tax Extension Rate Calculation

UPDATED FOR NEW COUNTY PROPERTY DATA

	2011	2012	2013	2014	2015	2016 Prelim	8/12/2015 2016 -Prelim	12/1/2015 2016 - Dec '15
	Final	Final - Final	Final - Final	Final 2014	FINAL 2015	PRELIM 2016	PRELIM 2016 (w/ fiscal disparity)	December '15 Final
A. REFERENDA Market Value (1000's)	4,432,554	4,323,035	4,068,568	4,163,237	4,470,808	4,701,466	4,701,466	4,694,548
	-7.08%	-2.47%	-5.89%	2.33%	7.39%	12.93%	12.93%	12.76%
B. VALUES								
1. Value	50,538,618	46,491,474	43,625,752	44,699,904	48,086,974	50,716,154	50,716,154	50,612,872
2. Fiscal Disp Loss	(4,742,967)	(4,416,654)	(4,332,386)	(4,093,738)	(4,169,064)	(4,169,064)	(4,188,782)	(4,188,782)
	-0.9%		-1.9%	-5.5%	1.8%	1.8%	2.3%	0.5%
3. Tax Increment	(3,000,191)	(2,624,172)	(1,208,647)	(1,279,173)	(1,287,709)	(940,000)	(940,000)	(946,637)
MV Exclusion								
4. RATE VALUE	42,795,460	39,450,648	38,084,719	39,326,993	42,630,201	45,607,090	45,587,372	45,477,453
5. Fiscal Disp Gain	7,262,899	6,656,688	6,362,806	6,114,780	6,104,802	6,104,802	6,183,653	6,183,653
	-3.6%	-8%	-4%	-4%	-4%	-4%	-3%	-3%
6. Value With FD	50,058,359	46,107,336	44,447,525	45,441,773	48,735,003	51,711,892	51,771,025	51,661,106
	-6.92%	-7.89%	-3.60%	2.24%	6.50%	13.01%	13.13%	12.89%
C. TAX DOLLARS								
1. Fiscal Disp Adjustment	2,895,000	2,821,637	2,806,634	3,009,083	2,923,651	2,923,651	2,799,587	2,799,587
2. HACA Aid								
3. City Levy	18,141,000	17,401,612	18,741,312	18,833,917	19,300,349	20,198,349	20,322,413	20,322,413
4. Tax Levies - Gross	21,036,000	20,223,249	21,547,946	21,843,000	22,224,000	23,122,000	23,122,000	23,122,000
D. RATES								
1. Fiscal (C1/B5)	39.860%	42.388%	44.110%	49.210%	47.891%	47.891%	45.274%	45.274%
2. City Levy (C3/B4)	42.390%	44.110%	49.210%	47.891%	45.274%	44.288%	44.579%	44.687%
E. MARKET VALUE DOLLAR/RATE								
1. City Dollar Levy	1,664,000	1,802,000	863,000	884,000	910,000	936,000	936,000	936,000
2. City Rate (E1/A)	0.037540%	0.04168%	0.02121%	0.02123%	0.02035%	0.01991%	0.01991%	0.01994%
Tax Capacity Levy	21,036,000	20,223,249	21,547,946	21,843,000	22,224,000	23,122,000	23,122,000	23,122,000
MV Levy	1,664,000	1,802,000	863,000	884,000	910,000	936,000	936,000	936,000
	22,700,000	22,025,249	22,410,946	22,727,000	23,134,000	24,058,000	24,058,000	24,058,000
				1.41%	1.79%	3.99%	4.04%	3.99%

RECONCILIATION OF TAX DOLLARS GENERATED - Pay 2016

	tax capacity based	*MV based*	*total*
Tax Dollars Generated			
Target Tax Cap Ext rate	44.687%	0.019938%	
total Tax Capacity (excluded TCV contributed to FD pool & & TIF Captured	45,477,453	4,694,547,629	
Gross tax Dollars generated	20,322,413	936,000	21,258,413
Add Fiscal Disparity distribution rec'd from pool	2,799,587		2,799,587
	23,122,000	936,000	24,058,000

Recap of Fiscal Disparities	2011	2012	2013	2014	2015	2016 Prelim	2016 -Prelim	2016 - Dec '15
Tax Capacity (tax base) Contributed to Pc	4,742,967	4,416,654	4,332,386	4,093,738	4,169,064	4,169,064	4,188,782	4,188,782
Tax Capacity (tax base) Received from P	7,262,899	6,656,688	6,362,806	6,114,780	6,104,802	6,104,802	6,183,653	6,183,653
Net Gain (Loss) of Value from Pool	2,519,932	2,240,034	2,030,420	2,021,042	1,935,738	1,935,738	1,994,871	1,994,871
Tax Dollars Received from Pool	2,895,000	2,821,637	2,806,634	3,009,083	2,923,651	2,923,651	2,799,587	2,799,587
tax dollars as % of tax base contributed	61.0%	63.9%	64.8%	73.5%	70.1%	70.1%	66.8%	66.8%

CITY OF APPLE VALLEY
EST. PROPERTY TAXES - PAYABLE 2016 - IN ISD 196-
CITY PORTION OF TAXES ONLY

UPDATED FOR NEW COUNTY PROPERTY DATA

TAX IMPACT FOR PROPERTY WITH VALUE INCREASING 4.85% (the median increase for AV)

Year	2015	2016		City Change
	New Market Value Exclusion	New Market Value Exclusion		15 to '16
Market Value	208,100	218,000		4.76%
Market Value - Exclusion MV	(18,511)	(17,620)		
Taxable MV	189,589	200,380		5.69%
Tax Capacity	1896	2004		
Tax Capacity Rates:				
City	45.274%	44.687%		
City Ref.	0.0204%	0.01994%		
Total	45.294%	44.707%		
Property Taxes:				
City	858.39	895.52		37.13
City Ref.	42.36	43.46		1.11
Total	900.75	938.98	$	38.24
		Operation		4.12%
		Debt		0.12%
		Total		4.25%

TAX IMPACT FOR PROPERTY WITH VALUE INCREASING 8.36 % (=TMV 10% incr.)

75% of Homes TMV increased < 10%

Year	2015	2016		City Change
	New Market Value Exclusion	New Market Value Exclusion		15 to '16
Market Value	208,100	225,500		8.36%
Market Value - Exclusion MV	(18,511)	(16,945)		
Taxable MV	189,589	208,555		10.00%
Tax Capacity	1896	2086		
Tax Capacity Rates:				
City	45.274%	44.687%		
City Ref.	0.020%	0.01994%		
Total	45.294%	44.707%		
Property Taxes:				
City	858.39	932.17		73.78
City Ref.	42.36	44.96		2.60
Total	900.75	977.13	$	76.38
		Operation		8.19%
		Debt		0.29%
		Total		8.48%

TAX IMPACT FOR PROPERTY WITH ZERO INCREASE IN TAXABLE VALUE

Year	2015	2016		City Change
	New Market Value Exclusion	New Market Value Exclusion		15 to '16
Market Value	208,100	208,100		0.00%
Market Value - Exclusion MV	(18,511)	(18,511)		
Taxable MV	189,589	189,589		0.00%
Tax Capacity	1896	1896		
Tax Capacity Rates:				
City	45.274%	44.687%		
City Ref.	0.020%	0.01994%		
Total	45.294%	44.707%		
Property Taxes:				
City	858.39	847.26		(11.13)
City Ref.	42.36	41.49		(0.87)
Total	900.75	888.75	$	(12.00)
		Operation		-1.24%
		Debt		-0.10%
		Total		-1.33%

Notes:

ALL FUNDS BUDGET SUMMARY

CITY OF APPLE VALLEY, MINNESOTA
2016 Operating Budget Summary

Exhibit A

		Other Funds									
Revenues:	General Fund	Equipment Cert Fund	Cable TV Joint Powers Fund	Cable TV Capital Projects PEG Fund	Future Capital Projects	Road Improvement Fund	EDA Operations Fund	Vehicle Replacement Fund	Municipal Building Fund	Enterprise Funds	Total Budgeted Funds 2016
Property tax- Current & Delinq Net	$ 22,631,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 121,000	$ 22,752,000
MVHC Aid cut expected	-				-	-	-	-	-		-
Franchise & other taxes	589,180	-	71,000	100,000	-	-	-	-	-	-	760,180
Special assessments	14,000	-	-	-	-	792,580	-	-	-	-	806,580
Licenses	162,230	-	-	-	-	-	-	-	-	-	162,230
Permits	934,200	-	-	-	-	-	-	-	-	-	934,200
Intergovernmental	672,925	-	-	-	-	1,869,350	-	-	-	251,000	2,793,275
Charges for services	1,979,285	-	145,026	-	-	-	-	-	-	22,598,250	24,722,561
Fines and penalties	274,000	-	-	-	-	-	-	-	-	-	274,000
Investment earnings	173,000	3,900	2,000	1,910	180,000	-	2,100	9,135	4,875	281,375	658,295
Other Revenues	103,200	65,000	52,026	-	7,491	-	-	76,500	-	156,000	460,217
Rentals	567,700	-	-	-	-	-	-	-	-	-	567,700
Use of Reserves	-	-	-	-	-	-	-	-	-	-	-
Admin Charges to other funds	901,500	-	-	-	-	-	-	716,355	-	-	1,617,855
Subtotal before transfers & debt	29,002,220	68,900	270,052	101,910	187,491	2,661,930	2,100	801,990	4,875	23,407,625	56,509,093
Debt Issued	-	470,000	-	-	-	-	-	-	-	-	470,000
Transfers In	1,281,000	-	20,000	-	-	5,829,200	-	461,000	541,500	-	8,132,700
Total revenues	30,283,220	538,900	290,052	101,910	187,491	8,491,130	2,100	1,262,990	546,375	23,407,625	65,111,793
Expenditures:											
Salaries & Wages	14,044,694		156,947	-						3,219,282	17,420,923
Social Security (FICA & Medicare)	717,800		11,500	-						240,317	969,617
PERA	1,377,240		11,275	-						196,660	1,585,175
Provided Insurance	2,192,280		25,570	-						432,870	2,650,720
Other Benefits (Work Comp,etc)	413,855		410	-						85,321	499,586
Total Personal Service	18,745,869	-	205,702	-	-	-	-	-	-	4,174,450	23,126,021
Supplies	1,468,145	-	3,900	835	-	-	-	-	-	522,017	1,994,897
Contractural Services	2,876,985	-	4,500	37,000	-	460,000	8,900	-	-	795,031	4,182,416
Utilities	651,195	-	-	-	-	-	-	-	-	745,140	1,396,335
Repairs & Maintenance	430,646	-	4,000	300	-	-	-	-	-	511,209	946,155
Travel, Training, Dues	504,285	-	8,250	-	-	-	30,100	-	-	55,710	598,345
Other Expenditures	1,456,590	-	3,500	-	-	-	7,500	-	-	3,478,395	4,945,985
Miscellaneous	-	-	-	-	-	-	-	-	-	175,500	175,500
Items for Resale	72,550	-	-	-	-	-	-	-	-	6,979,950	7,052,500
Capital Outlay	877,255	527,000	60,200	-	-	8,031,130	-	1,108,600	231,500	5,626,000	16,461,685
Depreciation	-	-	-	-	-	-	-	544,000	-	2,648,900	3,192,900
Admin Fees	-	-	-	-	-	-	-	-	-	739,500	739,500
Debt Service	-	-	-	-	-	-	-	-	-	1,060,235	1,060,235
Subtotal before transfers	27,083,520	527,000	290,052	38,135	-	8,491,130	46,500	1,652,600	231,500	27,512,037	65,872,474
Transfers Out	3,199,700	-	-	20,000	1,330,000	-	-	-	-	1,281,000	5,830,700
Total expenditures	30,283,220	527,000	290,052	58,135	1,330,000	8,491,130	46,500	1,652,600	231,500	28,793,037	71,703,174
Revenues over (under) expenditures	-	11,900	-	43,775	(1,142,509)	-	(44,400)	(389,610)	314,875	(5,385,412)	(6,591,381)

CITY OF APPLE VALLEY, MINNESOTA
2016 Operating Budget Summary - Enterprise Funds

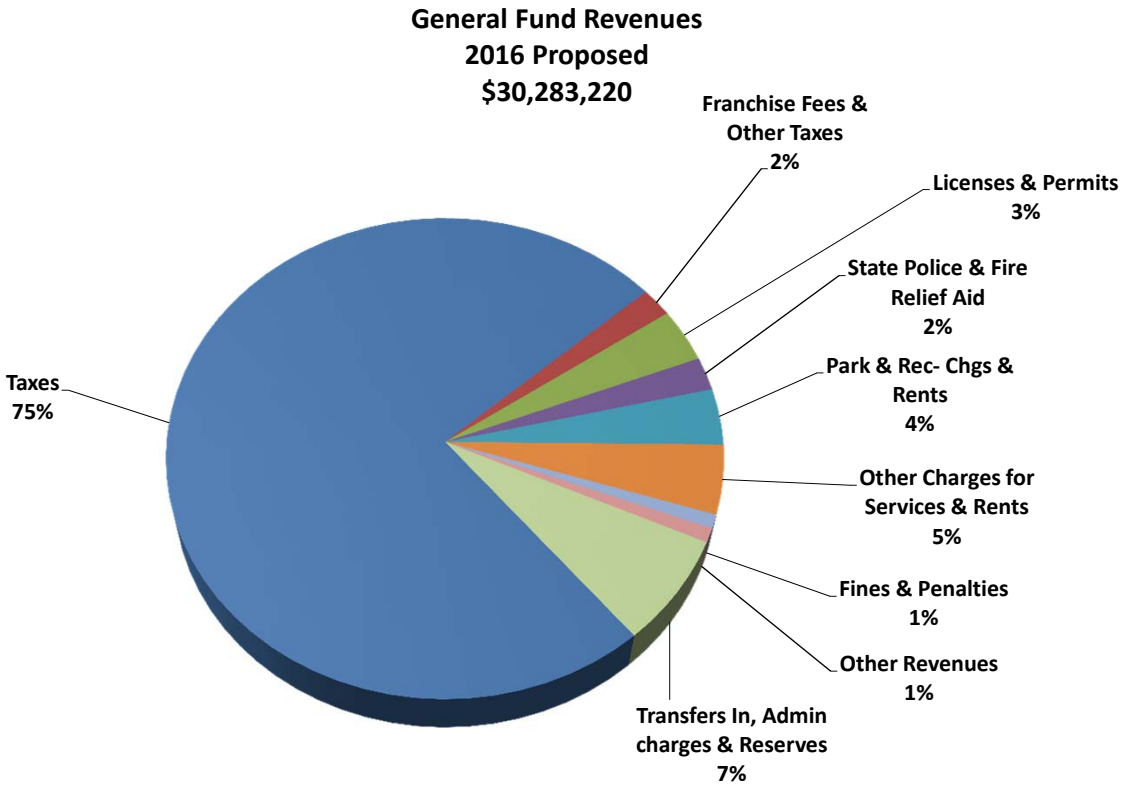
Exhibit A

	Enterprise Funds							2016
Revenues:	Liquor Fund	Valleywood Golf Course Fund	Water & Sewer Fund	Sports Arena Fund	Storm Drainage Fund	Street Light Utility	Cemetery Fund	Total Enterprise Funds
General property tax- Current & Delinq Net	$ -	$ -	$ -	$ 121,000	$ -	$ -	$ -	$ 121,000
MVHC Aid cut expected	-	-	-	-	-	-	-	-
Franchise & other taxes	-	-	-	-	-	-	-	-
Special assessments	-	-	-	-	-	-	-	-
Licenses	-	-	-	-	-	-	-	-
Permits	-	-	-	-	-	-	-	-
Intergovernmental	-	-	-	251,000	-	-	-	251,000
Charges for services	8,420,600	1,539,500	9,944,000	506,300	1,580,000	482,000	125,850	22,598,250
Fines and penalties	-	-	-	-	-	-	-	-
Investment earnings	30,000	-	210,000	-	32,000	375	9,000	281,375
Other Revenues	-	-	135,000	14,000	5,000	-	2,000	156,000
Rentals	-	-	-	-	-	-	-	-
Use of Reserves	-	-	-	-	-	-	-	-
Admin Charges to other funds	-	-	-	-	-	-	-	-
Subtotal before transfers & debt	8,450,600	1,539,500	10,289,000	892,300	1,617,000	482,375	136,850	23,407,625
Debt Issued	-	-	-	-	-	-	-	-
Transfers In	-	-	-	-	-	-	-	-
Total revenues	8,450,600	1,539,500	10,289,000	892,300	1,617,000	482,375	136,850	23,407,625
Expenditures:								
Wages & Salaries	826,305	659,320	1,198,922	338,595	189,890	-	6,250	3,219,282
Social Security (FICA & Medicare)	63,215	50,435	91,380	25,200	9,605	-	482	240,317
PERA	61,215	22,335	87,100	16,130	9,420	-	460	196,660
Provided Insurance	84,255	58,255	237,075	27,740	25,545	-	-	432,870
Other Benefits (Work Comp,etc)	21,240	15,090	40,110	6,365	2,480	-	36	85,321
	1,056,230	805,435	1,654,587	414,030	236,940	-	7,228	4,174,450
Supplies	22,750	127,000	302,032	34,050	21,445	8,000	6,740	522,017
Contractural Services	39,585	44,500	355,686	53,350	246,260	27,000	28,650	795,031
Utilities	64,975	59,000	450,715	155,500	12,800	-	2,150	745,140
Repairs & Maintenance	45,029	25,000	332,985	40,500	66,475	-	1,220	511,209
Travel, Training, Dues	12,050	11,000	25,685	3,950	1,740	-	1,285	55,710
Other Expenditures	267,015	51,520	3,106,975	29,435	7,800	7,700	7,950	3,478,395
Miscellaneous	127,000	18,000	30,000	500	-	-	-	175,500
Items for Resale	6,315,450	182,500	20,000	14,000	-	448,000	-	6,979,950
Capital Outlay	31,000	137,000	4,645,000	28,500	654,500	-	130,000	5,626,000
Depreciation	175,700	162,100	1,640,000	152,100	500,000	-	19,000	2,648,900
Admin Fees	-	-	407,000	-	332,500	-	-	739,500
Debt Service	260,000	12,510	580,125	-	207,600	-	-	1,060,235
Subtotal before transfers	8,416,784	1,635,565	13,550,790	925,915	2,288,060	490,700	204,223	27,512,037
Transfers Out	630,000	-	651,000	-	-	-	-	1,281,000
Total expenditures	9,046,784	1,635,565	14,201,790	925,915	2,288,060	490,700	204,223	28,793,037
Revenues over (under) expenditures	(596,184)	(96,065)	(3,912,790)	(33,615)	(671,060)	(8,325)	(67,373)	(5,385,412)
Addback:								
Principal Portion Debt Service inc above	230,000	-	365,000	-	155,000		-	750,000
Capital outlay above - not an expense	31,000	137,000	4,645,000	28,500	654,500	-	130,000	5,626,000
Net Income	(335,184)	40,935	1,097,210	(5,115)	138,440	(8,325)	62,627	990,588

Notes:

2016 GENERAL FUND
REVENUE BUDGET SUMMARY

	2012 Actual	2013 Actual	2014 Adopted	2014 Actual	2015 Adopted	2016 Proposed	2017 Proposed
Tax Revenue	$ 18,164,799	$ 21,081,786	$ 21,427,496	$ 21,635,155	$ 21,719,000	$ 22,631,000	$ 23,240,200
Other Taxes	78,654	95,909	90,019	103,159	98,805	99,180	101,200
Franchise Fees	450,000	489,083	450,000	450,000	470,000	490,000	499,800
Special Assessments	24,925	11,996	14,000	13,291	14,000	14,000	14,000
Licenses	150,811	173,680	167,275	177,014	164,945	162,230	167,875
Permits	885,815	967,107	671,600	1,467,340	747,600	934,200	972,200
Intergovernmental Revenue	747,384	938,090	701,381	874,473	668,050	672,925	688,730
Charges for Service - Recreation	936,294	882,482	950,000	931,536	929,125	979,550	1,010,100
Charges for Service - General Government	616,242	607,997	615,000	654,761	682,000	770,100	827,210
Charges for Service - Public Safety	227,851	227,308	220,176	220,491	226,700	229,635	234,100
Rentals Park / Rec Facilities	122,172	145,847	130,000	181,531	156,000	161,000	161,000
Rentals Other	357,530	409,475	345,600	453,083	369,000	406,700	414,800
Fines & Penalties	279,089	257,653	284,000	237,014	284,000	274,000	279,500
Other Revenues	350,538	26,533	259,981	440,045	268,000	276,200	290,800
Admin charge to other funds	713,172	785,927	810,000	770,000	859,000	901,500	943,000
Transfer In	1,125,000	1,125,000	1,200,000	1,200,000	1,220,000	1,281,000	1,300,500
Other Use of Reserves	-	-	-	-	-	-	-
	$ 25,230,276	$ 28,225,873	$ 28,336,528	$ 29,808,893	$ 28,876,225	$ 30,283,220	$ 31,145,015
	-						



2015 GENERAL FUND REVENUE
ACCOUNT DETAIL

Object Account	Account Description	2011 Actual	2012 Adopted Budget	2012 Actual	2013 Adopted Budget - as amended	2013 Actual
4010	TAXES-CURRENT AD VALOREM	17,843,197	17,897,000	18,049,843	20,919,570	20,955,029
4010	TAXES-CURRENT AD VALOREM- Fire Relief	-	-	-	-	-
4011	TAXES-DELINQUENT AD VALOREM	158,217	200,000	80,680	200,000	92,539
4013	MV HOMESTEAD CREDIT REVENUE	-	-	-	-	-
4017	EXCESS TIF					
4014	TAXES-MOBILE HOME	7,459	13,000	34,276	13,000	34,218
	Tax Revenue	18,008,873	18,110,000	18,164,799	21,132,570	21,081,786
4015	PILOT - AUGUSTANA	39,249	39,000	42,215	50,019	50,019
4020	GRAVEL TAX	38,666	35,000	36,439	38,000	45,890
	Other Taxes	77,915	74,000	78,654	88,019	95,909
5335	CABLE FRANCHISE FEE	583,782	450,000	450,000	450,000	489,083
5415	FROM WATER/SEWER FUND	-	-	-	-	-
	Franchise Fees	583,782	450,000	450,000	450,000	489,083
5030	ASSESSMENT INTEREST NEXT YEAR	-	-	-	-	-
5045	ASSESSMENT NEW LEVY COLL BY AV	4,008	5,000	4,081	5,000	1,380
5055	SA COLL BY DAK CTY-CURRENT					
5056	SA COLL BY DAK CTY-DELINQUENT	9,310	9,000	22,731	9,000	6,827
5078	ESCROW PROJECT COSTS	5,100	-	(5,100)	-	
5058	SA PEN & INT COLL BY DAK CTY	447	-	3,213	-	3,789
	Special Assessments	18,865	14,000	24,925	14,000	11,996
4030	LICENSE-TOBACCO	11,710	11,440	605	9,000	15,790
4031	LICENSE-TRASH COLLECTION	5,513	5,600	5,300	5,600	5,430
4032	LICENSE-DOG (public safety)	4,596	5,000	5,828	5,000	5,017
4032	LICENSE-KENNEL	-	-	-	-	-
4033	LICENSE-FUEL	12,060	12,660	12,780	12,000	8,550
4034	LICENSE-LIQUOR / WINE	96,590	94,280	97,318	99,000	105,740
4035	LICENSE-BEER ON & OFF	25,230	5,840	6,195	5,800	10,280
4036	LICENSE-TRANSIENT MERCHANT	9,800	8,500	10,675	8,600	6,900
4037	LICENSE-VENDING MACHINES	1,860	1,905	1,815	1,900	1,635
4038	LICENSE-MASSAGE THERAPY	7,800	5,600	7,375	6,000	7,863
4049	LICENSE-OTHER	4,285	2,725	2,920	2,000	6,475
	Licenses	179,444	153,550	150,811	154,900	173,680
4060	PERMIT-BUILDING PERMIT	331,961	400,000	452,119	418,000	461,977
4061	PERMIT-GRADING	4,198	-	9,238	-	7,892
4062	PERMIT-GRAVEL OPERATION	9,750	8,000	9,600	9,600	9,600
4063	PERMIT-HEATING	43,622	44,000	63,819	44,000	96,506
4065	PERMIT-PLUMBING	51,825	55,000	78,175	53,000	92,881
4066	PERMIT-SIGNS & BILLBOARDS	4,235	7,000	4,776	7,000	8,824
4067	PERMIT-UTILITY INSTALLATION	5,812	10,000	11,816	6,000	1,240
4070	PERMIT-SP INSP/REINSP FEE	765	-	537	-	1,075
4071	TEMP CERTIFICATE OF OCCUPANCY	-	-	-	-	-
4072	STATE SURTAX COLLECTED	70	-	3,417	-	184
4073	PERMIT-BUILDING PLAN REVIEW	78,323	-	149,957	-	144,420
4074	PERMIT FEES-ROW	2,301	-	13,584	-	20,531
4075	PERMIT-FIRE ALRM/SPRINKLER	6,963	-	5,968	-	22,930
4099	PERMIT-OTHER	3,135	2,000	3,636	2,000	4,289
4911	WATER SERVICE PERMIT	-		1,385	3,000	1,890
4915	SEWER SERVICE PERMIT	-		1,443	3,000	2,130
4924	ELECTRICAL INSPECTION PERMIT	73,468		76,345	71,200	90,738
4923	COMMCL WTR/SWR PERMIT	444	-	-	-	-
	Permits	616,872	526,000	885,815	616,800	967,107

2015 GENERAL FUND REVENUE ACCOUNT DETAIL

(continued)

Object Account	Account Description	2014 Adopted Budget	2014 Actual	2015 Budget Adopted	2016 Admin Recommended	2017 Recommended
4010	TAXES-CURRENT AD VALOREM	21,214,496	21,289,520	21,506,000	22,418,000	23,006,200
4010	TAXES-CURRENT AD VALOREM- Fire Relief	-	-	-	-	-
4011	TAXES-DELINQUENT AD VALOREM	200,000	258,704	200,000	200,000	200,000
4013	MV HOMESTEAD CREDIT REVENUE	-	-	-	-	-
4017	EXCESS TIF		53,969		-	-
4014	TAXES-MOBILE HOME	13,000	32,962	13,000	13,000	34,000
	Tax Revenue	21,427,496	21,635,155	21,719,000	22,631,000	23,240,200
4015	PILOT - AUGUSTANA	50,019	52,547	53,805	54,180	55,300
4020	GRAVEL TAX	40,000	50,612	45,000	45,000	45,900
	Other Taxes	90,019	103,159	98,805	99,180	101,200
5335	CABLE FRANCHISE FEE	450,000	450,000	470,000	490,000	499,800
5415	FROM WATER/SEWER FUND	-	-	-	-	-
	Franchise Fees	450,000	450,000	470,000	490,000	499,800
5030	ASSESSMENT INTEREST NEXT YEAR	-	-	-	-	-
5045	ASSESSMENT NEW LEVY COLL BY AV	5,000	1,248	5,000	5,000	4,000
5055	SA COLL BY DAK CTY-CURRENT		2,685		-	2,500
5056	SA COLL BY DAK CTY-DELINQUENT	9,000	7,552	9,000	9,000	7,500
5078	ESCROW PROJECT COSTS		1,874		-	-
5058	SA PEN & INT COLL BY DAK CTY	-	(68)	-	-	-
	Special Assessments	14,000	13,291	14,000	14,000	14,000
4030	LICENSE-TOBACCO	12,045	625	11,440	7,500	7,500
4031	LICENSE-TRASH COLLECTION	5,300	6,450	5,610	6,540	6,700
4032	LICENSE-DOG (public safety)	5,000	10,044	5,000	5,200	5,300
4032	LICENSE-KENNEL	-	-	-	60	100
4033	LICENSE-FUEL	12,900	12,805	12,075	12,870	13,100
4034	LICENSE-LIQUOR / WINE	109,520	125,055	110,700	109,150	114,150
4035	LICENSE-BEER ON & OFF	5,650	4,210	6,200	5,800	5,800
4036	LICENSE-TRANSIENT MERCHANT	7,000	7,350	5,350	7,000	7,000
4037	LICENSE-VENDING MACHINES	1,815	1,440	1,635	1,440	1,500
4038	LICENSE-MASSAGE THERAPY	5,200	5,520	3,850	3,525	3,525
4049	LICENSE-OTHER	2,845	3,515	3,085	3,145	3,200
	Licenses	167,275	177,014	164,945	162,230	167,875
4060	PERMIT-BUILDING PERMIT	460,000	814,631	400,000	515,300	545,000
4061	PERMIT-GRADING	-	10,248	-	-	-
4062	PERMIT-GRAVEL OPERATION	9,600	9,600	9,600	11,700	11,900
4063	PERMIT-HEATING	50,000	94,476	50,000	60,600	61,800
4065	PERMIT-PLUMBING	53,000	105,811	53,000	64,400	65,700
4066	PERMIT-SIGNS & BILLBOARDS	7,000	6,337	7,000	7,300	7,400
4067	PERMIT-UTILITY INSTALLATION	6,000	758	6,000	7,300	7,400
4070	PERMIT-SP INSP/REINSP FEE	-	260	-	-	-
4071	TEMP CERTIFICATE OF OCCUPANCY	-	-	-	-	-
4072	STATE SURTAX COLLECTED	-	17	-	-	-
4073	PERMIT-BUILDING PLAN REVIEW	-	287,138	130,000	157,700	160,900
4074	PERMIT FEES-ROW	-	16,360	-	-	-
4075	PERMIT-FIRE ALRM/SPRINKLER	-	17,141	-	-	-
4099	PERMIT-OTHER	2,000	3,603	2,000	2,500	2,600
4911	WATER SERVICE PERMIT		2,371		-	-
4915	SEWER SERVICE PERMIT		2,801		-	-
4924	ELECTRICAL INSPECTION PERMIT	84,000	95,788	90,000	107,400	109,500
4923	COMMCL WTR/SWR PERMIT	-	-	-	-	-
	Permits	671,600	1,467,340	747,600	934,200	972,200

2015 GENERAL FUND REVENUE ACCOUNT DETAIL

Object Account	Account Description	2011 Actual	2012 Adopted Budget	2012 Actual	2013 Adopted Budget - as amended	2013 Actual
4110	STATE GRANTS (PERA & Perf Measurement)	42,967	43,000	36,095	43,000	36,095
4120	AID-LOCAL GOVERNMENT	-	-	-	-	-
4130	AID-FIRE # - see note	179,993	182,389	185,481	179,997	261,396
4140	AID-STATE POLICE	322,628	330,000	310,681	330,000	333,571
4142	STATE GRANTS - OTHER - Fire MBFTE Training	9,133	-	-	6,000	
4143	FED GRANT - POLICE					
4144	FED GRANT - FIRE					
4150	GRANTS - OTHER - Community Development	-	-	25,435	-	200,000
4150	GRANTS - OTHER - General Government	-	-	-	-	-
4150	GRANTS - OTHER - Public Works	-	-	-	-	-
4141	GRANTS - OTHER - Misc Pub Safety	10,606	-	111,432	8,000	
4141	FEES-POST BOARD REIMB CONTINUING ED	18,179	16,000	-	16,000	15,378
4144	FED GRANT - Fire - Training officer					57,203
4150	GRANTS - OTHER - Recreation	250	-	-	-	-
4150	GRANTS-OTHER - Police	-	-	78,260	-	34,447
	Intergovernmental Revenue	583,756	571,389	747,384	582,997	938,090
4310	REDWOOD PUBLIC SWIMMING	26,369	20,000	24,153	25,000	31,071
4311	REDWOOD SWIMMING LESSONS	20,506	15,000	21,965	18,000	16,199
4312	REDWOOD CONCESSIONS	5,882	6,000	9,748	6,000	6,120
4330	SWIM CENTER REVENUE	481,376	534,000	521,602	534,000	471,307
4331	SWIM CENTER CONCESSION	101,156	90,000	87,125	90,000	110,898
4350	SUMMER PLAYGROUND ACTIVITIES	7,507	7,000	7,747	7,000	9,950
4351	PRE SCHOOL PROGRAMS	26,821	20,000	21,130	25,000	19,445
4352	TEEN PROGRAMS	-	2,000	-	1,000	-
4353	PUPPET WAGON	-	-	-	-	-
4354	COACHING CERTIFICATION	-	-	-	-	-
4355	RECREATION USER FEES	53,642	58,000	72,664	52,000	61,279
4356	RECREATION LEAGUE ENTRY FEES	153,237	175,000	156,678	165,000	137,921
4357	JCRP CONCESSIONS	7,268	11,000	6,664	8,000	4,579
4358	VENDING COMMISSIONS	3,023	6,000	2,411	3,000	3,091
4359	REC SENIOR REVENUE-REIMB	386	2,000	(643)	1,000	820
4360	REC-SENIOR PROGRAM REVENUE	11,563	15,000	3,778	15,000	7,691
4361	QUARRY POINT CONCESSIONS	3,212	4,000	1,272	4,000	2,111
	Charges for Service - Recreation	901,948	965,000	936,294	954,000	882,482
4210	FEES-ELECTION FILING	-	-	25	-	-
4211	FEES-MAP SALES	1,690	800	2,445	800	440
4212	FEES-ASSESSMENT SEARCHES	40	-	100	-	120
4213	FEES-BOOK SALES	-	-	-	-	-
4214	FEES-PLAT	4,558	2,000	3,650	2,000	4,164
4215	FEES-SPECIAL USE	260	1,000	1,060	1,000	806
4216	FEES-REZONING	5,190	4,000	3,850	4,000	6,814
4217	FEES-INSPECTIONS NAT RESOURCES	11,470	-	14,297	-	16,927
4218	FEES - CODE ENFORCEMENT	4,700	-	3,400	-	2,550
4219	FEES - ENGINEERING	230,065	528,246	577,880	551,757	572,506
4229	FEES - CONDUIT DEBT FEE	25,000	-	-	-	-
4229	FEES-OTHER	10,568	10,000	9,535	10,000	3,670
	Charges for Service - General Government	293,541	546,046	616,242	569,557	607,997
4250	FEES-ACCIDENT REPORT	1,158	1,000	450	1,000	324
4251	FEES-ANIMAL PICKUP	7,122	6,000	4,763	7,000	5,295
4259	FEES-OTHER PUBLIC SAFETY	13,864	20,000	18,407	10,000	26,119
4259	FEES-DRUG TASK FORCE	-	-	-	-	-
4259	FEES-DARE,LIASON OFFICER	147,702	149,179	149,179	150,670	150,670
4226	FEES-OTHER PUBLIC SAFETY	13,864	-	1,701		1,687
5345	REIMBURSE POLICE SPEC DETAIL	45,920	-	53,351	40,000	43,213
5345	REIMBURSE POLICE SPEC DETAIL	-	-	-	-	-
	Charges for Service - Public Safety	229,630	176,179	227,851	208,670	227,308

2015 GENERAL FUND REVENUE ACCOUNT DETAIL

(continued)

Object Account	Account Description	2014 Adopted Budget	2014 Actual	2015 Budget Adopted	2016 Admin Recommended	2017 Recommended
4110	STATE GRANTS (PERA & Perf Measurement)	36,000	36,710	36,000	36,000	36,000
4120	AID-LOCAL GOVERNMENT	-	-	-	-	-
4130	AID-FIRE # - see note	183,481	259,829	200,000	270,225	281,030
4140	AID-STATE POLICE	330,000	360,490	330,000	335,000	340,000
4142	STATE GRANTS - OTHER - Fire MBFTE Training	6,000		6,000	6,000	6,000
4143	FED GRANT - POLICE		6,029		-	-
4144	FED GRANT - FIRE		178,014		-	-
4150	GRANTS - OTHER - Community Development				-	-
4150	GRANTS - OTHER - General Government				-	-
4150	GRANTS - OTHER - Public Works				-	-
4141	GRANTS - OTHER - Misc Pub Safety	7,700	21,096	4,400	4,400	4,400
4141	FEES-POST BOARD REIMB CONTINUING ED	19,000		19,000	19,000	19,000
4144	FED GRANT - Fire - Training officer	117,800	12,305	69,250	-	-
4150	GRANTS - OTHER - Recreation				-	-
4150	GRANTS-OTHER - Police	1,400		3,400	2,300	2,300
	Intergovernmental Revenue	701,381	874,473	668,050	672,925	688,730
4310	REDWOOD PUBLIC SWIMMING	25,000	29,388	26,000	27,300	28,000
4311	REDWOOD SWIMMING LESSONS	20,000	19,647	19,000	20,000	20,600
4312	REDWOOD CONCESSIONS	7,000	5,433	7,000	7,400	7,600
4330	SWIM CENTER REVENUE	520,000	504,945	520,000	546,000	556,000
4331	SWIM CENTER CONCESSION	90,000	72,673	90,000	94,500	97,300
4350	SUMMER PLAYGROUND ACTIVITIES	7,000	10,535	9,000	10,000	10,300
4351	PRE SCHOOL PROGRAMS	25,000	35,702	20,000	21,000	21,600
4352	TEEN PROGRAMS	1,000	-	1,000	1,100	1,100
4353	PUPPET WAGON	-	-	-	-	-
4354	COACHING CERTIFICATION	-	-	-	-	-
4355	RECREATION USER FEES	65,000	60,860	67,000	70,400	79,000
4356	RECREATION LEAGUE ENTRY FEES	160,000	159,724	153,125	161,250	165,000
4357	JCRP CONCESSIONS	8,000	7,648	5,000	5,300	5,400
4358	VENDING COMMISSIONS	3,000	2,169	3,000	3,200	3,300
4359	REC SENIOR REVENUE-REIMB	1,000	1,086	1,000	1,100	1,100
4360	REC-SENIOR PROGRAM REVENUE	15,000	21,726	8,000	11,000	13,800
4361	QUARRY POINT CONCESSIONS	3,000	-	-	-	-
	Charges for Service - Recreation	950,000	931,536	929,125	979,550	1,010,100
4210	FEES-ELECTION FILING	-	25	-	-	-
4211	FEES-MAP SALES	1,000	337	1,000	1,370	1,180
4212	FEES-ASSESSMENT SEARCHES	-	25	-	-	-
4213	FEES-BOOK SALES	-	-	-	-	-
4214	FEES-PLAT	4,000	6,059	4,000	8,200	8,400
4215	FEES-SPECIAL USE	1,000	416	1,000	2,430	2,430
4216	FEES-REZONING	4,000	14,924	4,000	8,200	8,400
4217	FEES-INSPECTIONS NAT RESOURCES	-	28,603	15,000	15,500	15,800
4218	FEES - CODE ENFORCEMENT	-	3,700	2,000	2,100	2,100
4219	FEES - ENGINEERING	595,000	595,693	645,000	722,000	778,400
4229	FEES - CONDUIT DEBT FEE	-	-	-	-	-
4229	FEES-OTHER	10,000	4,979	10,000	10,300	10,500
	Charges for Service - General Government	615,000	654,761	682,000	770,100	827,210
4250	FEES-ACCIDENT REPORT	1,000	360	1,000	1,000	1,000
4251	FEES-ANIMAL PICKUP	7,000	3,920	7,000	7,000	7,100
4259	FEES-OTHER PUBLIC SAFETY	10,000	21,098	10,000	10,000	10,200
4259	FEES-DRUG TASK FORCE	-	-	-	-	-
4259	FEES-DARE,LIASON OFFICER	152,176	152,178	153,700	155,235	158,300
4226	FEES-OTHER PUBLIC SAFETY			10,000	10,000	10,200
5345	REIMBURSE POLICE SPEC DETAIL	50,000	42,935	45,000	46,400	47,300
5345	REIMBURSE POLICE SPEC DETAIL	-	-	-	-	-
	Charges for Service - Public Safety	220,176	220,491	226,700	229,635	234,100

2015 GENERAL FUND REVENUE ACCOUNT DETAIL

Object Account	Account Description	2011 Actual	2012 Adopted Budget	2012 Actual	2013 Adopted Budget - as amended	2013 Actual
5110	RENTS-REDWOOD	8,634	14,000	10,270	14,000	10,118
5112	RENTS-HAYES	-	-	-	-	-
5115	RENTS-APPLE VALLEY COMM CENTER	30,961	40,000	32,455	40,000	39,431
5116	RENTS-HAYES COMM & SENIOR CTR	33,554	25,000	37,575	35,000	60,794
5120	RENTS-SWIM CENTER	2,730	5,000	7,408	5,000	9,663
5125	RENTS-JOHNNY CAKE RIDGE PARK	-	-	-	-	-
5126	RENTS-FIELDS	22,740	25,000	23,135	25,000	17,514
5130	RENTS-TEEN CENTER	691	2,000	887	1,000	1,891
5199	RENTS-OTHER	6,289	18,000	10,442	7,000	6,436
	Rentals Park / Rec Facilities	105,599	129,000	122,172	127,000	145,847
5197	RENTS-OTHER - Allina Fire Hall Lease	30,558	30,500	30,558	30,600	34,051
5195	RENTS -STREETS	1,000	-	-	-	-
5210	ANTENNA LEASE	286,245	300,000	326,972	310,000	375,424
5215	ANTENNA LEASE- ESCROWS					
5199	RENTS-OTHER - Bonestroo City Hall Rent	8,050	-	-	-	-
5199	RENTS-OTHER	-	-	-	-	-
	Rentals Other	325,853	330,500	357,530	340,600	409,475
4270	COURT FINES	285,046	275,000	275,838	280,000	255,945
4276	SUBPOENA FEES	-	-	176		308
4275	PENALTIES	3,900	4,450	3,075	2,000	1,400
	Fines & Penalties	288,946	279,450	279,089	282,000	257,653
8100	SALE OF PROPERTY	43,281	20,000	100,377	20,000	2,500
5010	INVESTMENT INTEREST	410,341	160,000	171,318	160,000	(122,708)
5310	CONTRIBUTIONS & DONATIONS	900	-	1,276	-	51,125
5320	POP MACHINE _ CITY HALL			960		794
5321	POP MACHINE - CMF			2,899		2,641
5322	WASTE OIL			615		694
5330	FORESTERY REVENUE					
5340	REFUNDS & REIMBURSEMENTS - General Gov	3,496	60,000	58,738	60,000	69,697
5340	REFUNDS & REIMBURSEMENTS - Recreation (JCRF	-				
5340	REFUNDS & REIMBURSEMENTS - Public Works	56,794				
5340	REFUNDS & REIMBURSEMENTS - Public Safety	9,130				
5399	OTHER MISCELLANEOUS REVENUE	32,479	20,000	14,355	20,000	21,790
	Other Revenues	556,421	260,000	350,538	260,000	26,533
5396	ADMIN CHG - SPECIAL ASSESSMENT FUNDS	58,999	41,200	18,172	50,000	15,927
5395	ADMIN CHG -UTILITY FUNDS	670,000	670,000	670,000	670,000	670,000
5397	ADMIN CHG - INVESTMENT FUND	100,000	100,000	25,000	100,000	100,000
5499	ADMIN CHG - LIQUOR FUND	-	-	-	-	-
	Admin charge to other funds	828,999	811,200	713,172	820,000	785,927
5410	FROM LIQUOR FUND	525,000	525,000	525,000	525,000	525,000
5415	TRANSFER FROM WATER & SEWER FUND	600,000	600,000	600,000	600,000	600,000
5425	FROM POLICE RELIEF FUND	-	-	-	-	-
	Transfer In	1,125,000	1,125,000	1,125,000	1,125,000	1,125,000
	Other - Use of reserves	-	-	-	167,546	
	Other Use of Reserves	-	-	-	167,546	
	Grand Total - General Fund	24,725,444	24,521,314	25,230,276	27,893,659	28,225,873

2015 GENERAL FUND REVENUE ACCOUNT DETAIL

(continued)

Object Account	Account Description	2014 Adopted Budget	2014 Actual	2015 Budget Adopted	2016 Admin Recommended	2017 Recommended
5110	RENTS-REDWOOD	10,000	24,934	10,000	10,000	10,000
5112	RENTS-HAYES	-	-	-	-	-
5115	RENTS-APPLE VALLEY COMM CENTER	35,000	50,734	40,000	45,000	45,000
5116	RENTS-HAYES COMM & SENIOR CTR	42,000	70,126	65,000	70,000	70,000
5120	RENTS-SWIM CENTER	5,000	8,612	8,000	8,000	8,000
5125	RENTS-JOHNNY CAKE RIDGE PARK	-	-	-	-	-
5126	RENTS-FIELDS	30,000	18,075	25,000	20,000	20,000
5130	RENTS-TEEN CENTER	1,000	1,319	1,000	1,000	1,000
5199	RENTS-OTHER	7,000	7,731	7,000	7,000	7,000
	Rentals Park / Rec Facilities	130,000	181,531	156,000	161,000	161,000
5197	RENTS-OTHER - Allina Fire Hall Lease	30,600	34,368	34,000	35,000	35,700
5195	RENTS -STREETS	-	-	-	-	-
5210	ANTENNA LEASE	315,000	375,525	335,000	371,700	379,100
5215	ANTENNA LEASE- ESCROWS		43,190		-	-
5199	RENTS-OTHER - Bonestroo City Hall Rent	-	-	-	-	-
5199	RENTS-OTHER	-	-	-	-	-
	Rentals Other	345,600	453,083	369,000	406,700	414,800
4270	COURT FINES	280,000	234,843	280,000	270,000	275,400
4276	SUBPOENA FEES		71		-	-
4275	PENALTIES	4,000	2,100	4,000	4,000	4,100
	Fines & Penalties	284,000	237,014	284,000	274,000	279,500
8100	SALE OF PROPERTY	20,000	46,527	20,000	20,000	20,400
5010	INVESTMENT INTEREST	160,000	288,327	165,000	173,000	185,600
5310	CONTRIBUTIONS & DONATIONS	-	11,176	-	-	-
5320	POP MACHINE _ CITY HALL		644	500	700	700
5321	POP MACHINE - CMF		2,484	2,000	2,000	2,000
5322	WASTE OIL		919	500	500	500
5330	FORESTERY REVENUE		5,764		-	-
5340	REFUNDS & REIMBURSEMENTS - General Gov	60,000	64,386	60,000	60,000	61,200
5340	REFUNDS & REIMBURSEMENTS - Recreation (JCRF				-	-
5340	REFUNDS & REIMBURSEMENTS - Public Works				-	-
5340	REFUNDS & REIMBURSEMENTS - Public Safety				-	-
5399	OTHER MISCELLANEOUS REVENUE	19,981	19,818	20,000	20,000	20,400
	Other Revenues	259,981	440,045	268,000	276,200	290,800
5396	ADMIN CHG - SPECIAL ASSESSMENT FUNDS	40,000		50,000	52,500	69,200
5395	ADMIN CHG -UTILITY FUNDS	670,000	670,000	704,000	739,000	753,800
5397	ADMIN CHG - INVESTMENT FUND	100,000	100,000	105,000	110,000	120,000
5499	ADMIN CHG - LIQUOR FUND	-	-	-	-	-
	Admin charge to other funds	810,000	770,000	859,000	901,500	943,000
5410	FROM LIQUOR FUND	600,000	600,000	600,000	630,000	630,000
5415	TRANSFER FROM WATER & SEWER FUND	600,000	600,000	620,000	651,000	670,500
5425	FROM POLICE RELIEF FUND	-	-	-	-	-
	Transfer In	1,200,000	1,200,000	1,220,000	1,281,000	1,300,500
	Other - Use of reserves					-
	Other Use of Reserves					
	Grand Total - General Fund	28,336,528	29,808,893	28,876,225	30,283,220	31,145,015

Notes:

CITY OF APPLE VALLEY

2016 AND 2017 GENERAL FUND SUMMARY

TOTAL EXPENSES BY DEPARTMENT

Department	2012 Actual	2013 Actual	2014 Actual	2014 Council Adopted	2015 Council Adopted Original	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
01 - MAYOR & CITY COUNCIL	116,244	125,640	132,848	134,343	144,325	146,605	146,605	150,255	150,255
02 - ADMINISTRATION	376,506	394,699	402,955	410,724	426,635	447,090	447,090	525,271	452,261
03 - CITY CLERK/ELECTIONS	296,340	217,522	310,111	344,735	272,230	380,806	380,806	295,900	294,400
04 - HUMAN RESOURCES/FRONT DESK	419,927	400,501	443,559	493,696	501,295	527,905	530,805	553,915	552,265
05 - INFORMATION TECHNOLOGY	559,177	670,997	660,934	704,081	735,290	752,070	745,170	791,505	788,005
16 - GENERAL GOVERNMENT BUILDINGS	355,110	385,656	360,648	343,787	359,830	363,080	363,080	444,472	369,860
	2,123,303	2,195,016	2,311,054	2,431,366	2,439,605	2,617,556	2,613,556	2,761,318	2,607,046
14 - LEGAL SERVICES	478,309	473,863	495,492	484,000	495,800	509,580	509,580	523,772	523,772
08 - FINANCE	529,048	487,135	489,490	571,491	605,260	630,895	630,895	652,580	647,780
09 - DATA PROCESSING	182,211	192,047	198,675	197,709	218,610	258,015	248,015	263,120	263,120
10 - INDEPENDENT AUDIT	15,160	15,491	13,138	15,800	13,000	13,100	13,100	13,600	13,600
	726,418	694,673	701,303	785,000	836,870	902,010	892,010	929,300	924,500
15 - COMMUNITY DEVELOPMENT	591,205	828,889	608,124	612,684	635,445	720,170	685,210	750,740	720,390
06 - CODE ENFORCEMENT	177,388	190,327	187,744	203,741	217,920	272,830	223,560	253,327	232,327
	768,593	1,019,215	795,868	816,425	853,365	993,000	908,770	1,004,067	952,717
20 - POLICE	7,730,674	8,139,328	8,131,398	8,366,482	8,527,780	8,744,414	8,713,414	9,071,984	9,040,984
21 - CIVIL DEFENSE	13,049	17,295	17,550	21,560	17,185	21,585	22,585	21,585	20,585
22 - COMM SERV OFFIC (CSO)	70,242	91,990	87,276	132,364	100,905	102,845	101,845	108,400	107,400
	7,813,965	8,248,613	8,236,224	8,520,406	8,645,870	8,868,844	8,837,844	9,201,969	9,168,969
23 - FIRE	1,417,304	1,492,730	1,708,025	1,718,016	1,848,425	1,936,994	1,886,994	1,968,771	1,918,771
76 - FIRE RELIEF	466,798	566,437	526,217	449,869	400,230	530,055	530,055	551,255	551,255
	1,884,102	2,059,167	2,234,242	2,167,885	2,248,655	2,467,049	2,417,049	2,520,026	2,470,026
27 - PW ENGINEERING	547,247	568,097	570,943	576,225	583,225	652,105	648,605	662,525	659,025
28 - BUILDING INSPECTIONS	489,151	574,788	630,410	558,617	657,320	793,360	753,360	765,305	765,305
29 - PUBLIC WORKS ADMIN/NATURAL RES	566,411	592,126	411,224	468,776	468,410	502,665	492,295	624,675	544,549
30 - FLEET & BUILDINGS-CMF	620,861	615,698	682,866	673,472	683,225	788,965	652,965	852,845	667,845
31 - STREET MAINTENANCE	1,643,515	1,784,856	1,702,721	1,779,869	1,803,165	1,840,422	1,836,422	1,899,577	1,894,576
32 - SNOW & ICE REMOVAL	254,666	469,356	428,115	364,603	390,860	397,765	391,765	407,910	401,910
33 - TRAFFIC SIGNS/SIGNALS/MARKERS	150,022	151,155	190,848	206,596	182,440	215,430	202,430	221,205	208,200
	4,271,872	4,756,074	4,617,129	4,628,158	4,768,645	5,190,712	4,977,842	5,434,042	5,141,410
37 - PARK/RECREATION ADMINISTRATION	796,503	822,031	847,476	875,252	891,250	913,144	911,644	1,038,115	947,115
38 - PARK MAINTENANCE	2,251,971	2,345,951	2,394,540	2,507,290	2,469,720	2,895,050	2,792,050	2,996,930	2,827,930
39 - RECREATION PROGRAMS	176,798	214,062	185,204	190,769	192,315	215,380	196,480	209,740	189,840
40 - REDWOOD POOL	103,838	113,734	119,383	116,593	138,470	129,915	112,365	162,265	137,715
41 - RECREATION SELF-SUPPORTED PROG	192,900	164,950	187,494	207,299	197,465	195,155	184,555	202,060	192,960
42 - AV COMMUNITY CENTER	261,581	313,101	350,926	376,368	329,835	346,335	307,985	904,155	315,805
44 - AQUATIC SWIM CENTER	591,376	602,666	579,349	671,967	669,650	725,740	625,740	929,145	668,145
45 - APPLE VALLEY SENIOR CENTER	271,705	319,172	357,202	310,560	348,120	369,040	345,290	446,165	374,415
43 - CABLE TV	28,076	22,100	27,598	-	-	-	-	-	-
	4,674,746	4,917,767	5,049,172	5,256,098	5,236,825	5,789,759	5,476,109	6,888,575	5,653,925
47 - INSURANCE	269,099	279,909	267,923	268,000	281,100	294,200	294,200	309,200	309,200
48 - CONTINGENCY & TRANSFERS	1,546,842	2,757,233	4,180,000	2,979,190	3,069,490	3,108,770	3,356,260	3,218,670	3,393,450
	1,815,941	3,037,142	4,447,923	3,247,190	3,350,590	3,402,970	3,650,460	3,527,870	3,702,650
Grand Total	24,557,250	27,401,530	28,888,407	28,336,528	28,876,225	30,741,480	30,283,220	32,790,939	31,145,015

City of Apple Valley
2016-2017 Budget Summary
General Fund

Object Account	2012 Actual	2013 Actual	2014 Actual	2014 Council Adopted
6110 - SALARY-REGULAR EMPLOYEES	10,091,790	10,636,408	10,821,349	10,590,594
6111 - SALARY PART-TIME	810,160	843,515	815,646	922,414
6112 - SALARY-SEASONAL TEMP	751,504	704,226	679,437	764,903
6113 - OVERTIME-REGULAR EMPLOYEES	520,656	612,938	631,480	474,930
6114 - OVERTIME PART-TIME EMPLOYEES	3,851	4,224	3,764	7,300
6117 - HOLIDAY PAY	121,665	132,746	150,622	250,563
6121 - INSURANCE CASH BENEFIT	51,259	56,078	44,563	0
6122 - COMP REQUEST	-211,491	-200,267	-245,230	0
6123 - SALARY-OTHER	0	0	0	263,163
6124 - OVERTIME-SEASONAL TEMP	5,971	5,659	5,099	0
6105 - SALARIES AND WAGES	**12,145,366**	**12,795,527**	**12,906,731**	**13,273,867**
6138 - MEDICARE	169,535	176,910	177,007	190,607
6139 - FICA	451,065	464,353	461,393	487,847
6140 - HOSPITAL & LIFE INSURANCE	0	0	0	0
6141 - PENSIONS-PERA	1,096,112	1,164,331	1,239,755	1,263,723
6142 - WORKERS COMPENSATION	312,624	291,060	298,351	326,842
6143 - UNEMPLOYMENT COMPENSATION	8,899	14,909	5,918	6,000
6144 - LONG-TERM DISABILITY INSURANCE	28,437	29,848	28,831	32,046
6145 - MEDICAL INSURANCE	1,379,717	1,486,767	1,600,152	1,913,220
6146 - DENTAL INSURANCE	118,665	129,433	129,409	0
6147 - LIFE INSURANCE-BASIC	1,675	1,707	696	0
6148 - LIFE INSURANCE-SUPP/DEPEND	50,409	48,637	43,553	0
6125 - EMPLOYEE BENEFITS	**3,617,137**	**3,807,955**	**3,985,066**	**4,220,285**
6100 - TOTAL PERSONAL SERVICES	**15,762,503**	**16,603,482**	**16,891,797**	**17,494,152**
6210 - OFFICE SUPPLIES	27,829	33,203	25,065	32,685
6211 - SMALL TOOLS & EQUIPMENT	189,120	149,793	107,737	124,418
6212 - MOTOR FUELS/OILS	369,388	391,878	387,536	400,494
6213 - FERTILIZER	49,772	40,812	46,171	50,000
6214 - CHEMICALS	8,074	7,496	9,435	12,326
6215 - EQUIPMENT-PARTS	189,784	186,223	214,075	176,975
6216 - VEHICLES-TIRES/BATTERIES	35,685	48,185	23,393	36,103
6229 - GENERAL SUPPLIES	530,885	621,091	614,757	573,938
6205 - SUPPLIES	**1,400,538**	**1,478,681**	**1,428,168**	**1,406,939**
6231 - LEGAL SERVICES	480,185	482,367	495,852	484,800
6235 - CONSULTANT SERVICES	219,043	151,482	189,758	193,384
6236 - ELECTION JUDGE PAYMENTS	52,924	0	53,737	59,700
6237 - TELEPHONE/PAGERS	98,392	93,636	89,468	95,457
6238 - POSTAGE/UPS/FEDEX	22,022	31,026	27,012	30,098
6239 - PRINTING	73,763	78,683	67,976	88,810
6240 - CLEANING SERVICE/GARBAGE	57,683	57,761	62,464	77,190
6242 - FIRE ALARM PLAN REVIEWS	150	300	300	413
6243 - ELECTRICAL PERMIT FEES	44,600	61,842	61,964	54,850
6244 - ROW EPERMIT FEES	2,988	925	859	
6249 - OTHER CONTRACTUAL SERVICES	1,665,178	1,885,845	1,622,762	1,698,793
6230 - CONTRACTUAL SERVICES	**2,716,928**	**2,843,867**	**2,672,150**	**2,783,495**
6255 - UTILITIES-ELECTRIC	327,068	338,770	302,292	315,983
6256 - UTILITIES-NATURAL GAS	113,476	160,311	226,148	159,325
6257 - UTILITIES-PROPANE/WATER/SEWER	184,016	123,912	101,667	146,295
6250 - UTILITIES	**624,560**	**622,993**	**630,107**	**621,603**

City of Apple Valley
2016-2017 Budget Summary
General Fund

Object Account	2015 Council Adopted	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6110 - SALARY-REGULAR EMPLOYEES	10,889,685	11,348,930	11,264,450	11,916,642	11,772,020
6111 - SALARY PART-TIME	932,515	938,264	904,764	1,274,220	930,220
6112 - SALARY-SEASONAL TEMP	694,655	781,355	777,855	582,211	794,890
6113 - OVERTIME-REGULAR EMPLOYEES	465,230	511,725	511,725	506,775	506,775
6114 - OVERTIME PART-TIME EMPLOYEES	7,300	7,300	7,300	7,300	7,300
6117 - HOLIDAY PAY	186,520	124,475	124,475	131,470	131,470
6121 - INSURANCE CASH BENEFIT	0				
6122 - COMP REQUEST	0				
6123 - SALARY-OTHER	386,770	454,125	454,125	377,035	377,035
6124 - OVERTIME-SEASONAL TEMP	0				
6105 - SALARIES AND WAGES	**13,562,675**	**14,166,174**	**14,044,694**	**14,795,653**	**14,519,710**
6138 - MEDICARE	197,390	200,385	200,385	207,330	207,330
6139 - FICA	502,835	517,415	517,415	532,075	532,075
6140 - HOSPITAL & LIFE INSURANCE	0				
6141 - PENSIONS-PERA	1,357,940	1,377,240	1,377,240	1,432,315	1,432,315
6142 - WORKERS COMPENSATION	360,280	407,655	407,655	458,895	458,895
6143 - UNEMPLOYMENT COMPENSATION	6,100	6,200	6,200	6,200	6,200
6144 - LONG-TERM DISABILITY INSURANCE	32,620	32,570	32,570	35,132	35,132
6145 - MEDICAL INSURANCE	2,059,240	2,159,710	2,159,710	2,231,826	2,231,826
6146 - DENTAL INSURANCE	0				
6147 - LIFE INSURANCE-BASIC	0				
6148 - LIFE INSURANCE-SUPP/DEPEND	0				
6125 - EMPLOYEE BENEFITS	**4,516,405**	**4,701,175**	**4,701,175**	**4,903,773**	**4,903,773**
6100 - TOTAL PERSONAL SERVICES	**18,079,080**	**18,867,349**	**18,745,869**	**19,699,426**	**19,423,483**
6210 - OFFICE SUPPLIES	29,720	35,408	35,038	33,850	31,670
6211 - SMALL TOOLS & EQUIPMENT	110,010	140,154	142,754	114,178	116,778
6212 - MOTOR FUELS/OILS	411,230	415,830	389,830	433,713	406,213
6213 - FERTILIZER	48,000	48,000	48,000	50,000	50,000
6214 - CHEMICALS	12,145	8,080	9,380	9,480	10,780
6215 - EQUIPMENT-PARTS	185,940	191,006	190,606	194,209	192,809
6216 - VEHICLES-TIRES/BATTERIES	37,935	43,860	38,860	39,922	38,922
6229 - GENERAL SUPPLIES	601,425	625,977	613,677	649,118	628,818
6205 - SUPPLIES	**1,436,405**	**1,508,315**	**1,468,145**	**1,524,470**	**1,475,990**
6231 - LEGAL SERVICES	496,600	510,380	510,380	524,572	524,572
6235 - CONSULTANT SERVICES	167,385	238,004	236,804	291,835	261,135
6236 - ELECTION JUDGE PAYMENTS	0	61,000	61,000		
6237 - TELEPHONE/PAGERS	99,490	115,322	115,322	117,277	116,277
6238 - POSTAGE/UPS/FEDEX	31,270	32,308	35,308	35,315	35,315
6239 - PRINTING	88,610	95,740	85,740	92,796	83,296
6240 - CLEANING SERVICE/GARBAGE	69,025	76,059	66,559	79,495	69,870
6242 - FIRE ALARM PLAN REVIEWS	420	420	420	840	840
6243 - ELECTRICAL PERMIT FEES	64,000	65,500	65,500	67,000	67,000
6244 - ROW EPERMIT FEES	750	825	825	825	825
6249 - OTHER CONTRACTUAL SERVICES	1,663,255	1,756,827	1,699,127	1,819,135	1,726,330
6230 - CONTRACTUAL SERVICES	**2,680,805**	**2,952,385**	**2,876,985**	**3,029,090**	**2,885,460**
6255 - UTILITIES-ELECTRIC	328,035	331,939	323,939	335,154	331,154
6256 - UTILITIES-NATURAL GAS	169,445	176,526	183,526	189,441	186,941
6257 - UTILITIES-PROPANE/WATER/SEWER	139,545	143,730	143,730	157,055	146,055
6250 - UTILITIES	**637,025**	**652,195**	**651,195**	**681,650**	**664,150**

City of Apple Valley
2016-2017 Budget Summary
General Fund

Object Account	2012 Actual	2013 Actual	2014 Actual	2014 Council Adopted
6265 - REPAIRS-EQUIPMENT	195,994	162,658	135,625	168,227
6266 - REPAIRS-BUILDING	127,865	111,501	184,022	132,009
6269 - REPAIRS-OTHER	6,384	10,016	40,573	62,725
6260 - REPAIRS AND MAINTENA	**330,243**	**284,175**	**360,220**	**362,961**
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	73,663	68,799	80,675	103,481
6276 - SCHOOLS/CONFERENCES/EXP OTHER	61,283	58,473	83,274	75,685
6277 - MILEAGE/AUTO ALLOWANCE	32,811	31,445	32,413	35,420
6278 - SUBSISTENCE ALLOWANCE	7,800	6,930	6,125	10,825
6279 - EDUCATION ASSISTANCE	9,645	509	0	0
6280 - DUES & SUBSCRIPTIONS	109,627	111,799	115,847	124,103
6281 - UNIFORM/CLOTHING ALLOWANCE	113,243	158,421	163,629	153,298
6270 - TRAINING/TRAVEL/DUES	**408,072**	**436,377**	**481,963**	**502,812**
6200 - TOTAL OPERATING COSTS	**5,480,340**	**5,666,092**	**5,572,607**	**5,677,810**
6310 - RENTAL EXPENSE	145,729	141,139	142,939	173,456
6311 - INSURANCE-PROPERTY/LIABILITY	260,200	265,000	262,000	262,000
6319 - REIMBURSEMENT OF REV COLL FOR	466,010	564,987	526,217	449,869
6320 - REFUNDS & REIMBURSEMENTS				500
6321 - CASH OVER/SHORT	24	-129	-46	0
6322 - UNCOLLECTIBLE CHECKS/ACCOUNTS	0	0	0	200
6333 - GENERAL-CASH DISCOUNTS	-968	-1,149	-952	0
6349 - LATE FEES/FINANCE CHARGES	3	25	8	0
6350 - BANK FEES/CHARGES	0	251	0	100
6351 - VISA/BANK CHARGES		13,462	19,417	12,950
6355 - ONLINE REGISTRATION FEES	12,242	12,493	21,001	14,000
6399 - OTHER CHARGES	279,431	268,883	276,551	411,149
6300 - TOTAL OTHER EXPENDITURES	**1,162,670**	**1,264,964**	**1,247,135**	**1,324,224**
6425 - VISA/BANK CHARGES	10,443	0	0	0
6400 - TOTAL EXPENDITURES	**10,443**	**0**	**0**	**0**
6540 - TAXABLE MISC FOR RESALE	61,791	60,431	67,084	71,000
6545 - NON-TAXABLE MISC FOR RESALE	5,902	7,044	37	6,200
6500 - TOTAL EXPENDITURES	**67,693**	**67,474**	**67,122**	**77,200**
6600 - TOTAL DEPRECIATION	**0**	**0**	**0**	
6715 - CAPITAL OUTLAY-BUILDINGS	0	182,847	0	0
6720 - CAPITAL OUTLAY-FURNITURE & FIX	0	22,450	4,544	350
6725 - CAPITAL OUTLAY-OFFICE EQUIP	35,047	187,274	109,606	117,900
6730 - CAPITAL OUTLAY-TRANSPORTATION	407,130	347,495	7,364	0
6735 - CAPITAL OUTLAY-OTHER IMPROVEME	78,341	182,083	262,420	235,000
6740 - CAPITAL OUTLAY-MACH/EQ/OTHER	16,022	100,951	48,906	81,400
6745 - VERF CHARGES			473,472	473,492
6700 - TOTAL CAPITAL OUTLAY	**536,540**	**1,023,101**	**906,311**	**908,142**
6900 - TOTAL DEBT SERVICE	**0**	**0**	**0**	
6001 - EXPENDITURES	**23,020,189**	**24,625,113**	**24,684,972**	**25,481,528**
7110 - TRANSFER TO OTHER FUNDS	1,537,061	2,776,417	4,202,838	2,855,000
7100 - TOTAL TRANSFERS	**1,537,061**	**2,776,417**	**4,202,838**	**2,855,000**
	24,557,250	**27,401,530**	**28,887,810**	**28,336,528**

City of Apple Valley
2016-2017 Budget Summary
General Fund

Object Account	2015 Council Adopted	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6265 - REPAIRS-EQUIPMENT	170,105	171,314	166,064	172,007	165,357
6266 - REPAIRS-BUILDING	138,045	163,057	165,057	177,409	169,409
6269 - REPAIRS-OTHER	44,525	114,525	99,525	34,525	34,525
6260 - REPAIRS AND MAINTENA	**352,675**	**448,896**	**430,646**	**383,941**	**369,291**
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	92,785	84,840	85,440	89,015	86,815
6276 - SCHOOLS/CONFERENCES/EXP OTHER	86,605	86,175	86,175	89,202	89,202
6277 - MILEAGE/AUTO ALLOWANCE	36,820	38,150	37,850	37,510	37,210
6278 - SUBSISTENCE ALLOWANCE	10,960	10,722	10,722	10,450	10,450
6279 - EDUCATION ASSISTANCE	2,460				
6280 - DUES & SUBSCRIPTIONS	126,520	133,699	129,199	135,808	131,308
6281 - UNIFORM/CLOTHING ALLOWANCE	148,415	155,199	154,899	158,373	158,073
6270 - TRAINING/TRAVEL/DUES	**504,565**	**508,785**	**504,285**	**520,358**	**513,058**
6200 - TOTAL OPERATING COSTS	**5,611,475**	**6,070,576**	**5,931,256**	**6,139,509**	**5,907,949**
6310 - RENTAL EXPENSE	157,815	111,670	111,170	113,236	107,736
6311 - INSURANCE-PROPERTY/LIABILITY	275,000	288,000	288,000	303,000	303,000
6319 - REIMBURSEMENT OF REV COLL FOR	400,230	530,055	530,055	551,255	551,255
6320 - REFUNDS & REIMBURSEMENTS	200	200	200	200	200
6321 - CASH OVER/SHORT	0				
6322 - UNCOLLECTIBLE CHECKS/ACCOUNTS	0				
6333 - GENERAL-CASH DISCOUNTS	0				
6349 - LATE FEES/FINANCE CHARGES	0				
6350 - BANK FEES/CHARGES	100	100	100	100	100
6351 - VISA/BANK CHARGES	15,650	18,750	18,750	19,050	19,050
6355 - ONLINE REGISTRATION FEES	14,500	14,500	14,500	21,000	21,000
6399 - OTHER CHARGES	433,925	428,275	493,815	435,488	431,817
6300 - TOTAL OTHER EXPENDITURES	**1,297,420**	**1,391,550**	**1,456,590**	**1,443,329**	**1,434,158**
6425 - VISA/BANK CHARGES	0				
6400 - TOTAL EXPENDITURES	**0**				
6540 - TAXABLE MISC FOR RESALE	67,500	70,500	66,500	70,500	66,500
6545 - NON-TAXABLE MISC FOR RESALE	6,300	6,050	6,050	6,125	6,125
6500 - TOTAL EXPENDITURES	**73,800**	**76,550**	**72,550**	**76,625**	**72,625**
6600 - TOTAL DEPRECIATION					
6715 - CAPITAL OUTLAY-BUILDINGS	0			10,000	0
6720 - CAPITAL OUTLAY-FURNITURE & FIX	0	3,500	3,500	500	0
6725 - CAPITAL OUTLAY-OFFICE EQUIP	129,200	166,900	126,900	151,950	149,200
6730 - CAPITAL OUTLAY-TRANSPORTATION	24,500				
6735 - CAPITAL OUTLAY-OTHER IMPROVEME	141,500	280,000	0	1,024,000	72,000
6740 - CAPITAL OUTLAY-MACH/EQ/OTHER	85,000	140,500	30,500	380,000	44,000
6745 - VERF CHARGES	494,250	716,355	716,355	727,500	727,500
6700 - TOTAL CAPITAL OUTLAY	**874,450**	**1,307,255**	**877,255**	**2,293,950**	**992,700**
6900 - TOTAL DEBT SERVICE					
6001 - EXPENDITURES	**25,936,225**	**27,713,280**	**27,083,520**	**29,652,839**	**27,830,915**
7110 - TRANSFER TO OTHER FUNDS	2,940,000	3,028,200	3,199,700	3,138,100	3,314,100
7100 - TOTAL TRANSFERS	**2,940,000**	**3,028,200**	**3,199,700**	**3,138,100**	**3,314,100**
	28,876,225	**30,741,480**	**30,283,220**	**32,790,939**	**31,145,015**

CITY OF APPLE VALLEY

2016 AND 2017 GENERAL FUND SUMMARY

TOTAL EXPENSES BY DEPARTMENT AND TYPE

Department	Object Account	2012 Actual	2013 Actual	2014 Actual	2014 Council Adopted
01 - MAYOR & CITY COUNCIL	PERSONNEL SERVICES	101,304	103,260	110,798	110,498
01 - MAYOR & CITY COUNCIL	OPERATING COSTS	14,887	22,381	22,050	23,845
01 - MAYOR & CITY COUNCIL	OTHER EXPENDITURES	53	-	-	-
01 - MAYOR & CITY COUNCIL		116,244	125,640	132,848	134,343
02 - ADMINISTRATION	PERSONNEL SERVICES	362,119	380,149	388,961	395,434
02 - ADMINISTRATION	OPERATING COSTS	14,150	14,550	13,994	15,290
02 - ADMINISTRATION	OTHER EXPENDITURES	236	-	-	-
02 - ADMINISTRATION		376,506	394,699	402,955	410,724
03 - CITY CLERK/ELECTIONS	PERSONNEL SERVICES	171,853	147,342	181,436	199,233
03 - CITY CLERK/ELECTIONS	OPERATING COSTS	122,070	68,812	126,964	142,802
03 - CITY CLERK/ELECTIONS	OTHER EXPENDITURES	2,417	31	1,711	2,700
03 - CITY CLERK/ELECTIONS	CAPITAL OUTLAY	-	1,337	-	-
03 - CITY CLERK/ELECTIONS		296,340	217,522	310,111	344,735
04 - HUMAN RESOURCES/FRONT DESK	PERSONNEL SERVICES	338,671	358,344	411,042	438,653
04 - HUMAN RESOURCES/FRONT DESK	OPERATING COSTS	78,087	31,528	22,556	42,293
04 - HUMAN RESOURCES/FRONT DESK	OTHER EXPENDITURES	3,169	10,629	9,961	12,750
04 - HUMAN RESOURCES/FRONT DESK	CAPITAL OUTLAY	-	-	-	-
04 - HUMAN RESOURCES/FRONT DESK		419,927	400,501	443,559	493,696
05 - INFORMATION TECHNOLOGY	PERSONNEL SERVICES	302,624	308,799	357,068	384,217
05 - INFORMATION TECHNOLOGY	OPERATING COSTS	210,900	171,077	203,816	195,964
05 - INFORMATION TECHNOLOGY	OTHER EXPENDITURES	10,606	17,815	10,370	11,000
05 - INFORMATION TECHNOLOGY	CAPITAL OUTLAY	35,047	173,307	89,680	112,900
05 - INFORMATION TECHNOLOGY		559,177	670,997	660,934	704,081
16 - GENERAL GOVERNMENT BUILDINGS	PERSONNEL SERVICES	160,380	162,894	171,815	163,077
16 - GENERAL GOVERNMENT BUILDINGS	OPERATING COSTS	167,206	184,103	182,893	175,150
16 - GENERAL GOVERNMENT BUILDINGS	OTHER EXPENDITURES	957	309	196	-
16 - GENERAL GOVERNMENT BUILDINGS	EXPENDITURES	2,783	2,850	3,189	3,000
16 - GENERAL GOVERNMENT BUILDINGS	CAPITAL OUTLAY	23,784	35,500	2,556	2,560
16 - GENERAL GOVERNMENT BUILDINGS		355,110	385,656	360,648	343,787
14 - LEGAL SERVICES	PERSONNEL SERVICES	-	-	-	-
14 - LEGAL SERVICES	OPERATING COSTS	478,309	473,863	495,492	484,000
14 - LEGAL SERVICES		478,309	473,863	495,492	484,000
08 - FINANCE	PERSONNEL SERVICES	487,563	438,337	446,102	520,391
08 - FINANCE	OPERATING COSTS	35,640	43,495	35,120	45,760
08 - FINANCE	OTHER EXPENDITURES	5,196	5,303	8,268	5,340
08 - FINANCE	EXPENDITURES	649	-	-	-
08 - FINANCE	CAPITAL OUTLAY	-	-	-	-
08 - FINANCE		529,048	487,135	489,490	571,491
09 - DATA PROCESSING	OPERATING COSTS	-	-	-	-
09 - DATA PROCESSING	OTHER EXPENDITURES	182,211	192,047	198,675	197,709
09 - DATA PROCESSING		182,211	192,047	198,675	197,709
10 - INDEPENDENT AUDIT	OPERATING COSTS	15,160	15,491	13,138	15,800
10 - INDEPENDENT AUDIT		15,160	15,491	13,138	15,800
15 - COMMUNITY DEVELOPMENT	PERSONNEL SERVICES	531,588	550,425	559,875	556,809
15 - COMMUNITY DEVELOPMENT	OPERATING COSTS	59,019	278,018	47,799	55,875
15 - COMMUNITY DEVELOPMENT	OTHER EXPENDITURES	598	446	450	-
15 - COMMUNITY DEVELOPMENT	CAPITAL OUTLAY	-	-	-	-
15 - COMMUNITY DEVELOPMENT		591,205	828,889	608,124	612,684
06 - CODE ENFORCEMENT	PERSONNEL SERVICES	139,916	155,401	160,907	184,856
06 - CODE ENFORCEMENT	OPERATING COSTS	3,099	23,804	7,691	17,260
06 - CODE ENFORCEMENT	OTHER EXPENDITURES	34,373	198	-	-
06 - CODE ENFORCEMENT	CAPITAL OUTLAY	-	10,925	19,147	1,625
06 - CODE ENFORCEMENT	DEBT SERVICE	-	-	-	-
06 - CODE ENFORCEMENT		177,388	190,327	187,744	203,741
20 - POLICE	PERSONNEL SERVICES	6,028,181	6,454,423	6,538,372	6,767,363
20 - POLICE	OPERATING COSTS	1,429,107	1,386,118	1,307,550	1,350,101
20 - POLICE	OTHER EXPENDITURES	69,723	67,603	69,478	73,418
20 - POLICE	EXPENDITURES	-	-	-	-
20 - POLICE	CAPITAL OUTLAY	203,662	231,184	215,998	175,600
20 - POLICE		7,730,674	8,139,328	8,131,398	8,366,482
21 - CIVIL DEFENSE	PERSONNEL SERVICES				-
21 - CIVIL DEFENSE	OPERATING COSTS	13,049	17,295	17,550	21,560
21 - CIVIL DEFENSE	OTHER EXPENDITURES	-	-	-	-
21 - CIVIL DEFENSE	CAPITAL OUTLAY	-	-	-	-
21 - CIVIL DEFENSE		13,049	17,295	17,550	21,560

CITY OF APPLE VALLEY

2016 AND 2017 GENERAL FUND SUMMARY

TOTAL EXPENSES BY DEPARTMENT AND TYPE

Department	Object Account	2015 Council Adopted Original	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
01 - MAYOR & CITY COUNCIL	PERSONNEL SERVICES	115,225	117,805	117,805	121,175	121,175
01 - MAYOR & CITY COUNCIL	OPERATING COSTS	29,100	28,800	28,800	29,080	29,080
01 - MAYOR & CITY COUNCIL	OTHER EXPENDITURES	-	-	-	-	-
01 - MAYOR & CITY COUNCIL		144,325	146,605	146,605	150,255	150,255
02 - ADMINISTRATION	PERSONNEL SERVICES	411,125	431,365	431,365	509,501	436,491
02 - ADMINISTRATION	OPERATING COSTS	15,510	15,725	15,725	15,770	15,770
02 - ADMINISTRATION	OTHER EXPENDITURES	-	-	-	-	-
02 - ADMINISTRATION		426,635	447,090	447,090	525,271	452,261
03 - CITY CLERK/ELECTIONS	PERSONNEL SERVICES	187,990	226,375	226,375	206,785	206,785
03 - CITY CLERK/ELECTIONS	OPERATING COSTS	84,240	151,631	151,631	88,615	87,615
03 - CITY CLERK/ELECTIONS	OTHER EXPENDITURES	-	2,800	2,800	-	-
03 - CITY CLERK/ELECTIONS	CAPITAL OUTLAY	-	-	-	500	-
03 - CITY CLERK/ELECTIONS		272,230	380,806	380,806	295,900	294,400
04 - HUMAN RESOURCES/FRONT DESK	PERSONNEL SERVICES	453,500	478,330	478,330	498,290	498,290
04 - HUMAN RESOURCES/FRONT DESK	OPERATING COSTS	31,095	31,125	30,925	32,575	32,075
04 - HUMAN RESOURCES/FRONT DESK	OTHER EXPENDITURES	16,700	18,450	21,550	20,300	21,900
04 - HUMAN RESOURCES/FRONT DESK	CAPITAL OUTLAY	-	-	-	2,750	-
04 - HUMAN RESOURCES/FRONT DESK		501,295	527,905	530,805	553,915	552,265
05 - INFORMATION TECHNOLOGY	PERSONNEL SERVICES	399,690	417,970	417,970	431,105	431,105
05 - INFORMATION TECHNOLOGY	OPERATING COSTS	193,400	199,000	192,100	203,000	199,500
05 - INFORMATION TECHNOLOGY	OTHER EXPENDITURES	13,000	8,200	8,200	8,200	8,200
05 - INFORMATION TECHNOLOGY	CAPITAL OUTLAY	129,200	126,900	126,900	149,200	149,200
05 - INFORMATION TECHNOLOGY		735,290	752,070	745,170	791,505	788,005
16 - GENERAL GOVERNMENT BUILDINGS	PERSONNEL SERVICES	169,920	184,855	184,855	251,377	189,765
16 - GENERAL GOVERNMENT BUILDINGS	OPERATING COSTS	184,350	172,905	172,905	177,775	174,775
16 - GENERAL GOVERNMENT BUILDINGS	OTHER EXPENDITURES	-	-	-	-	-
16 - GENERAL GOVERNMENT BUILDINGS	EXPENDITURES	3,000	2,700	2,700	2,700	2,700
16 - GENERAL GOVERNMENT BUILDINGS	CAPITAL OUTLAY	2,560	2,620	2,620	12,620	2,620
16 - GENERAL GOVERNMENT BUILDINGS		359,830	363,080	363,080	444,472	369,860
14 - LEGAL SERVICES	PERSONNEL SERVICES	-	-	-	-	-
14 - LEGAL SERVICES	OPERATING COSTS	495,800	509,580	509,580	523,772	523,772
14 - LEGAL SERVICES		495,800	509,580	509,580	523,772	523,772
08 - FINANCE	PERSONNEL SERVICES	551,630	573,665	573,665	594,345	594,345
08 - FINANCE	OPERATING COSTS	47,870	51,840	51,840	52,825	48,025
08 - FINANCE	OTHER EXPENDITURES	5,760	5,390	5,390	5,410	5,410
08 - FINANCE	EXPENDITURES	-	-	-	-	-
08 - FINANCE	CAPITAL OUTLAY	-	-	-	-	-
08 - FINANCE		605,260	630,895	630,895	652,580	647,780
09 - DATA PROCESSING	OPERATING COSTS	-	-	-	-	-
09 - DATA PROCESSING	OTHER EXPENDITURES	218,610	258,015	248,015	263,120	263,120
09 - DATA PROCESSING		218,610	258,015	248,015	263,120	263,120
10 - INDEPENDENT AUDIT	OPERATING COSTS	13,000	13,100	13,100	13,600	13,600
10 - INDEPENDENT AUDIT		13,000	13,100	13,100	13,600	13,600
15 - COMMUNITY DEVELOPMENT	PERSONNEL SERVICES	574,420	629,145	594,435	609,715	609,715
15 - COMMUNITY DEVELOPMENT	OPERATING COSTS	61,025	91,025	90,775	141,025	110,675
15 - COMMUNITY DEVELOPMENT	OTHER EXPENDITURES	-	-	-	-	-
15 - COMMUNITY DEVELOPMENT	CAPITAL OUTLAY	-	-	-	-	-
15 - COMMUNITY DEVELOPMENT		635,445	720,170	685,210	750,740	720,390
06 - CODE ENFORCEMENT	PERSONNEL SERVICES	198,810	230,130	201,860	210,627	210,627
06 - CODE ENFORCEMENT	OPERATING COSTS	16,630	40,160	19,160	40,160	19,160
06 - CODE ENFORCEMENT	OTHER EXPENDITURES	-	-	-	-	-
06 - CODE ENFORCEMENT	CAPITAL OUTLAY	2,480	2,540	2,540	2,540	2,540
06 - CODE ENFORCEMENT	DEBT SERVICE	-	-	-	-	-
06 - CODE ENFORCEMENT		217,920	272,830	223,560	253,327	232,327
20 - POLICE	PERSONNEL SERVICES	6,907,630	7,135,605	7,135,605	7,451,410	7,451,410
20 - POLICE	OPERATING COSTS	1,354,500	1,378,439	1,349,439	1,390,204	1,361,204
20 - POLICE	OTHER EXPENDITURES	76,020	33,500	31,500	33,500	31,500
20 - POLICE	EXPENDITURES	-	-	-	-	-
20 - POLICE	CAPITAL OUTLAY	189,630	196,870	196,870	196,870	196,870
20 - POLICE		8,527,780	8,744,414	8,713,414	9,071,984	9,040,984
21 - CIVIL DEFENSE	PERSONNEL SERVICES	-				
21 - CIVIL DEFENSE	OPERATING COSTS	17,185	21,585	22,585	21,585	20,585
21 - CIVIL DEFENSE	OTHER EXPENDITURES	-	-	-	-	-
21 - CIVIL DEFENSE	CAPITAL OUTLAY	-	-	-	-	-
21 - CIVIL DEFENSE		17,185	21,585	22,585	21,585	20,585

CITY OF APPLE VALLEY

2016 AND 2017 GENERAL FUND SUMMARY

TOTAL EXPENSES BY DEPARTMENT AND TYPE

Department	Object Account	2012 Actual	2013 Actual	2014 Actual	2014 Council Adopted
22 - COMM SERV OFFIC (CSO)	PERSONNEL SERVICES	54,860	70,979	72,578	115,089
22 - COMM SERV OFFIC (CSO)	OPERATING COSTS	15,382	21,011	14,697	17,275
22 - COMM SERV OFFIC (CSO)	OTHER EXPENDITURES	-	-	-	-
22 - COMM SERV OFFIC (CSO)		70,242	91,990	87,276	132,364
23 - FIRE	PERSONNEL SERVICES	911,302	912,156	1,015,075	1,085,587
23 - FIRE	OPERATING COSTS	426,463	394,922	418,865	358,620
23 - FIRE	OTHER EXPENDITURES	2,357	2,259	2,778	2,500
23 - FIRE	CAPITAL OUTLAY	77,182	183,393	271,308	271,309
23 - FIRE		1,417,304	1,492,730	1,708,025	1,718,016
76 - FIRE RELIEF	PERSONNEL SERVICES	-	-	-	-
76 - FIRE RELIEF	OPERATING COSTS	788	1,449	-	-
76 - FIRE RELIEF	OTHER EXPENDITURES	466,010	564,987	526,217	449,869
76 - FIRE RELIEF		466,798	566,437	526,217	449,869
27 - PW ENGINEERING	PERSONNEL SERVICES	473,425	493,299	509,425	510,185
27 - PW ENGINEERING	OPERATING COSTS	50,037	50,120	54,139	58,305
27 - PW ENGINEERING	OTHER EXPENDITURES	-	-	-	-
27 - PW ENGINEERING	CAPITAL OUTLAY	23,784	24,678	7,380	7,735
27 - PW ENGINEERING		547,247	568,097	570,943	576,225
28 - BUILDING INSPECTIONS	PERSONNEL SERVICES	420,791	451,552	505,228	455,867
28 - BUILDING INSPECTIONS	OPERATING COSTS	66,725	94,907	109,874	92,155
28 - BUILDING INSPECTIONS	OTHER EXPENDITURES	395	5,088	9,332	4,625
28 - BUILDING INSPECTIONS	EXPENDITURES	1,240	-	-	-
28 - BUILDING INSPECTIONS	CAPITAL OUTLAY	-	23,241	5,976	5,970
28 - BUILDING INSPECTIONS		489,151	574,788	630,410	558,617
29 - PUBLIC WORKS ADMIN/NATURAL RES	PERSONNEL SERVICES	524,386	540,443	343,919	391,269
29 - PUBLIC WORKS ADMIN/NATURAL RES	OPERATING COSTS	37,845	46,553	58,534	68,485
29 - PUBLIC WORKS ADMIN/NATURAL RES	OTHER EXPENDITURES	4,180	5,130	4,775	5,023
29 - PUBLIC WORKS ADMIN/NATURAL RES	CAPITAL OUTLAY	-	-	3,996	3,999
29 - PUBLIC WORKS ADMIN/NATURAL RES		566,411	592,126	411,224	468,776
30 - FLEET & BUILDINGS-CMF	PERSONNEL SERVICES	396,265	417,471	434,375	445,883
30 - FLEET & BUILDINGS-CMF	OPERATING COSTS	124,550	145,454	170,425	148,295
30 - FLEET & BUILDINGS-CMF	OTHER EXPENDITURES	2,091	2,749	4,568	6,050
30 - FLEET & BUILDINGS-CMF	EXPENDITURES	3,120	3,702	3,458	3,200
30 - FLEET & BUILDINGS-CMF	CAPITAL OUTLAY	94,835	46,321	70,040	70,044
30 - FLEET & BUILDINGS-CMF		620,861	615,698	682,866	673,472
31 - STREET MAINTENANCE	PERSONNEL SERVICES	1,137,474	1,191,453	1,197,618	1,245,984
31 - STREET MAINTENANCE	OPERATING COSTS	474,776	507,951	499,089	519,085
31 - STREET MAINTENANCE	OTHER EXPENDITURES	(88)	38	(18)	400
31 - STREET MAINTENANCE	CAPITAL OUTLAY	31,353	85,414	6,033	14,400
31 - STREET MAINTENANCE		1,643,515	1,784,856	1,702,721	1,779,869
32 - SNOW & ICE REMOVAL	PERSONNEL SERVICES	90,467	179,554	193,089	163,108
32 - SNOW & ICE REMOVAL	OPERATING COSTS	164,199	289,802	235,031	201,495
32 - SNOW & ICE REMOVAL	OTHER EXPENDITURES	-	-	(5)	-
32 - SNOW & ICE REMOVAL		254,666	469,356	428,115	364,603
33 - TRAFFIC SIGNS/SIGNALS/MARKERS	PERSONNEL SERVICES	71,522	68,706	75,002	79,876
33 - TRAFFIC SIGNS/SIGNALS/MARKERS	OPERATING COSTS	78,500	82,449	115,847	126,220
33 - TRAFFIC SIGNS/SIGNALS/MARKERS	OTHER EXPENDITURES	-	-	-	500
33 - TRAFFIC SIGNS/SIGNALS/MARKERS	CAPITAL OUTLAY	-	-	-	-
33 - TRAFFIC SIGNS/SIGNALS/MARKERS		150,022	151,155	190,848	206,596
37 - PARK/RECREATION ADMINISTRATION	PERSONNEL SERVICES	659,030	696,264	713,103	721,802
37 - PARK/RECREATION ADMINISTRATION	OPERATING COSTS	82,547	71,316	73,161	92,550
37 - PARK/RECREATION ADMINISTRATION	OTHER EXPENDITURES	52,456	54,452	61,212	60,900
37 - PARK/RECREATION ADMINISTRATION	EXPENDITURES	2,469	-	-	-
37 - PARK/RECREATION ADMINISTRATION	CAPITAL OUTLAY	-	-	-	-
37 - PARK/RECREATION ADMINISTRATION		796,503	822,031	847,476	875,252
38 - PARK MAINTENANCE	PERSONNEL SERVICES	1,401,329	1,461,357	1,491,935	1,520,590
38 - PARK MAINTENANCE	OPERATING COSTS	759,970	694,478	711,577	804,700
38 - PARK MAINTENANCE	OTHER EXPENDITURES	51,022	50,241	51,291	75,000
38 - PARK MAINTENANCE	DEPRECIATION	-	-	-	-
38 - PARK MAINTENANCE	CAPITAL OUTLAY	39,650	139,875	139,736	107,000
38 - PARK MAINTENANCE		2,251,971	2,345,951	2,394,540	2,507,290

CITY OF APPLE VALLEY

2016 AND 2017 GENERAL FUND SUMMARY

TOTAL EXPENSES BY DEPARTMENT AND TYPE

Department	Object Account	2015 Council Adopted Original	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
22 - COMM SERV OFFIC (CSO)	PERSONNEL SERVICES	83,635	85,920	85,920	90,075	90,075
22 - COMM SERV OFFIC (CSO)	OPERATING COSTS	17,270	16,925	15,925	18,325	17,325
22 - COMM SERV OFFIC (CSO)	OTHER EXPENDITURES	-	-	-	-	-
22 - COMM SERV OFFIC (CSO)		100,905	102,845	101,845	108,400	107,400
23 - FIRE	PERSONNEL SERVICES	1,150,590	1,198,335	1,148,335	1,234,275	1,184,275
23 - FIRE	OPERATING COSTS	415,535	449,859	449,859	439,896	439,896
23 - FIRE	OTHER EXPENDITURES	2,500	2,500	2,500	2,500	2,500
23 - FIRE	CAPITAL OUTLAY	279,800	286,300	286,300	292,100	292,100
23 - FIRE		1,848,425	1,936,994	1,886,994	1,968,771	1,918,771
76 - FIRE RELIEF	PERSONNEL SERVICES	-	-	-	-	-
76 - FIRE RELIEF	OPERATING COSTS	-	-	-	-	-
76 - FIRE RELIEF	OTHER EXPENDITURES	400,230	530,055	530,055	551,255	551,255
76 - FIRE RELIEF		400,230	530,055	530,055	551,255	551,255
27 - PW ENGINEERING	PERSONNEL SERVICES	524,730	549,015	549,015	563,685	563,685
27 - PW ENGINEERING	OPERATING COSTS	53,855	97,830	94,330	94,080	90,580
27 - PW ENGINEERING	OTHER EXPENDITURES	-	-	-	-	-
27 - PW ENGINEERING	CAPITAL OUTLAY	4,640	5,260	5,260	4,760	4,760
27 - PW ENGINEERING		583,225	652,105	648,605	662,525	659,025
28 - BUILDING INSPECTIONS	PERSONNEL SERVICES	557,320	630,390	630,390	651,725	651,725
28 - BUILDING INSPECTIONS	OPERATING COSTS	87,310	109,920	109,920	100,420	100,420
28 - BUILDING INSPECTIONS	OTHER EXPENDITURES	7,160	7,390	7,390	7,500	7,500
28 - BUILDING INSPECTIONS	EXPENDITURES	-	-	-	-	-
28 - BUILDING INSPECTIONS	CAPITAL OUTLAY	5,530	45,660	5,660	5,660	5,660
28 - BUILDING INSPECTIONS		657,320	793,360	753,360	765,305	765,305
29 - PUBLIC WORKS ADMIN/NATURAL RES	PERSONNEL SERVICES	406,450	410,815	410,815	515,371	445,425
29 - PUBLIC WORKS ADMIN/NATURAL RES	OPERATING COSTS	52,395	82,110	71,740	99,529	89,349
29 - PUBLIC WORKS ADMIN/NATURAL RES	OTHER EXPENDITURES	5,225	5,290	5,290	5,325	5,325
29 - PUBLIC WORKS ADMIN/NATURAL RES	CAPITAL OUTLAY	4,340	4,450	4,450	4,450	4,450
29 - PUBLIC WORKS ADMIN/NATURAL RES		468,410	502,665	492,295	624,675	544,549
30 - FLEET & BUILDINGS-CMF	PERSONNEL SERVICES	460,785	474,355	478,855	486,375	491,000
30 - FLEET & BUILDINGS-CMF	OPERATING COSTS	148,295	163,670	157,170	167,250	159,625
30 - FLEET & BUILDINGS-CMF	OTHER EXPENDITURES	6,075	8,190	8,190	8,245	8,245
30 - FLEET & BUILDINGS-CMF	EXPENDITURES	3,300	3,350	3,350	3,425	3,425
30 - FLEET & BUILDINGS-CMF	CAPITAL OUTLAY	64,770	139,400	5,400	187,550	5,550
30 - FLEET & BUILDINGS-CMF		683,225	788,965	652,965	852,845	667,845
31 - STREET MAINTENANCE	PERSONNEL SERVICES	1,299,580	1,309,505	1,309,505	1,357,305	1,357,305
31 - STREET MAINTENANCE	OPERATING COSTS	490,485	527,317	523,317	538,581	533,581
31 - STREET MAINTENANCE	OTHER EXPENDITURES	3,600	3,600	3,600	3,691	3,690
31 - STREET MAINTENANCE	CAPITAL OUTLAY	9,500	-	-	-	-
31 - STREET MAINTENANCE		1,803,165	1,840,422	1,836,422	1,899,577	1,894,576
32 - SNOW & ICE REMOVAL	PERSONNEL SERVICES	166,710	172,440	172,440	177,655	177,655
32 - SNOW & ICE REMOVAL	OPERATING COSTS	224,150	225,325	219,325	230,255	224,255
32 - SNOW & ICE REMOVAL	OTHER EXPENDITURES	-	-	-	-	-
32 - SNOW & ICE REMOVAL		390,860	397,765	391,765	407,910	401,910
33 - TRAFFIC SIGNS/SIGNALS/MARKERS	PERSONNEL SERVICES	83,535	86,115	86,115	88,655	88,655
33 - TRAFFIC SIGNS/SIGNALS/MARKERS	OPERATING COSTS	98,655	128,815	115,815	132,037	119,032
33 - TRAFFIC SIGNS/SIGNALS/MARKERS	OTHER EXPENDITURES	250	500	500	513	513
33 - TRAFFIC SIGNS/SIGNALS/MARKERS	CAPITAL OUTLAY	-	-	-	-	-
33 - TRAFFIC SIGNS/SIGNALS/MARKERS		182,440	215,430	202,430	221,205	208,200
37 - PARK/RECREATION ADMINISTRATION	PERSONNEL SERVICES	730,850	761,994	761,994	788,665	788,665
37 - PARK/RECREATION ADMINISTRATION	OPERATING COSTS	90,850	91,600	90,600	93,700	93,200
37 - PARK/RECREATION ADMINISTRATION	OTHER EXPENDITURES	59,550	59,550	59,050	65,750	65,250
37 - PARK/RECREATION ADMINISTRATION	EXPENDITURES	-	-	-	-	-
37 - PARK/RECREATION ADMINISTRATION	CAPITAL OUTLAY	10,000	-	-	90,000	-
37 - PARK/RECREATION ADMINISTRATION		891,250	913,144	911,644	1,038,115	947,115
38 - PARK MAINTENANCE	PERSONNEL SERVICES	1,584,800	1,668,355	1,668,355	1,740,030	1,740,030
38 - PARK MAINTENANCE	OPERATING COSTS	782,220	862,440	833,440	837,450	791,450
38 - PARK MAINTENANCE	OTHER EXPENDITURES	53,700	52,000	52,000	56,500	51,500
38 - PARK MAINTENANCE	DEPRECIATION	-	-	-	-	-
38 - PARK MAINTENANCE	CAPITAL OUTLAY	49,000	312,255	238,255	362,950	244,950
38 - PARK MAINTENANCE		2,469,720	2,895,050	2,792,050	2,996,930	2,827,930

CITY OF APPLE VALLEY

2016 AND 2017 GENERAL FUND SUMMARY

TOTAL EXPENSES BY DEPARTMENT AND TYPE

Department	Object Account	2012 Actual	2013 Actual	2014 Actual	2014 Council Adopted
39 - RECREATION PROGRAMS	PERSONNEL SERVICES	144,666	172,547	146,702	146,619
39 - RECREATION PROGRAMS	OPERATING COSTS	26,632	35,764	33,288	35,150
39 - RECREATION PROGRAMS	OTHER EXPENDITURES	3,839	3,355	4,237	6,000
39 - RECREATION PROGRAMS	EXPENDITURES	-	-	-	-
39 - RECREATION PROGRAMS	EXPENDITURES	1,661	2,396	977	3,000
39 - RECREATION PROGRAMS	CAPITAL OUTLAY	-	-	-	-
39 - RECREATION PROGRAMS		176,798	214,062	185,204	190,769
40 - REDWOOD POOL	PERSONNEL SERVICES	63,095	63,873	63,164	64,193
40 - REDWOOD POOL	OPERATING COSTS	35,906	35,715	45,449	37,800
40 - REDWOOD POOL	OTHER EXPENDITURES	99	371	1,117	600
40 - REDWOOD POOL	EXPENDITURES	201	-	-	-
40 - REDWOOD POOL	EXPENDITURES	4,537	5,458	2,697	5,000
40 - REDWOOD POOL	CAPITAL OUTLAY	-	8,317	6,957	9,000
40 - REDWOOD POOL		103,838	113,734	119,383	116,593
41 - RECREATION SELF-SUPPORTED PROG	PERSONNEL SERVICES	71,538	58,964	57,559	71,549
41 - RECREATION SELF-SUPPORTED PROG	OPERATING COSTS	108,840	95,232	122,092	113,750
41 - RECREATION SELF-SUPPORTED PROG	OTHER EXPENDITURES	9,689	7,481	5,356	14,000
41 - RECREATION SELF-SUPPORTED PROG	EXPENDITURES	2,832	3,274	2,487	8,000
41 - RECREATION SELF-SUPPORTED PROG		192,900	164,950	187,494	207,299
42 - AV COMMUNITY CENTER	PERSONNEL SERVICES	170,795	185,689	182,797	198,093
42 - AV COMMUNITY CENTER	OPERATING COSTS	90,783	95,669	105,077	111,925
42 - AV COMMUNITY CENTER	OTHER EXPENDITURES	(6)	1,263	3,233	350
42 - AV COMMUNITY CENTER	EXPENDITURES	8	-	-	-
42 - AV COMMUNITY CENTER	CAPITAL OUTLAY	-	30,480	59,819	66,000
42 - AV COMMUNITY CENTER		261,581	313,101	350,926	376,368
44 - AQUATIC SWIM CENTER	PERSONNEL SERVICES	323,548	313,606	287,169	308,767
44 - AQUATIC SWIM CENTER	OPERATING COSTS	202,265	210,602	226,235	245,900
44 - AQUATIC SWIM CENTER	OTHER EXPENDITURES	26	6,143	6,344	7,300
44 - AQUATIC SWIM CENTER	EXPENDITURES	5,535	-	-	-
44 - AQUATIC SWIM CENTER	EXPENDITURES	52,761	49,794	54,314	55,000
44 - AQUATIC SWIM CENTER	CAPITAL OUTLAY	7,242	22,521	5,287	55,000
44 - AQUATIC SWIM CENTER		591,376	602,666	579,349	671,967
45 - APPLE VALLEY SENIOR CENTER	PERSONNEL SERVICES	214,750	251,897	271,002	243,160
45 - APPLE VALLEY SENIOR CENTER	OPERATING COSTS	55,751	59,981	82,613	60,400
45 - APPLE VALLEY SENIOR CENTER	OTHER EXPENDITURES	863	688	1,187	2,000
45 - APPLE VALLEY SENIOR CENTER	EXPENDITURES	342	-	-	-
45 - APPLE VALLEY SENIOR CENTER	CAPITAL OUTLAY	-	6,607	2,400	5,000
45 - APPLE VALLEY SENIOR CENTER		271,705	319,172	357,202	310,560
43 - CABLE TV	PERSONNEL SERVICES	160	(608)	(240)	-
43 - CABLE TV	OPERATING COSTS	9,854	1,291	-	-
43 - CABLE TV	OTHER EXPENDITURES	-	-	-	-
43 - CABLE TV	CAPITAL OUTLAY	-	-	-	-
43 - CABLE TV	TRANSFERS	18,061	21,417	27,838	-
43 - CABLE TV		28,076	22,100	27,598	-
47 - INSURANCE	PERSONNEL SERVICES	8,899	14,909	5,923	6,000
47 - INSURANCE	OTHER EXPENDITURES	260,200	265,000	262,000	262,000
47 - INSURANCE		269,099	279,909	267,923	268,000
48 - CONTINGENCY & TRANSFERS	OPERATING COSTS	27,842	894	-	
48 - CONTINGENCY & TRANSFERS	OTHER EXPENDITURES	-	1,339	5,000	124,190
48 - CONTINGENCY & TRANSFERS	TRANSFERS	1,519,000	2,755,000	4,175,000	2,855,000
48 - CONTINGENCY & TRANSFERS		1,546,842	2,757,233	4,180,000	2,979,190
Grand Total		24,557,250	27,401,530	28,888,407	28,336,528

CITY OF APPLE VALLEY

2016 AND 2017 GENERAL FUND SUMMARY

TOTAL EXPENSES BY DEPARTMENT AND TYPE

Department	Object Account	2015 Council Adopted Original	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
39 - RECREATION PROGRAMS	PERSONNEL SERVICES	151,515	154,080	154,080	157,690	152,690
39 - RECREATION PROGRAMS	OPERATING COSTS	35,300	35,800	37,200	36,550	31,950
39 - RECREATION PROGRAMS	OTHER EXPENDITURES	4,500	4,500	4,200	4,500	4,200
39 - RECREATION PROGRAMS	EXPENDITURES	-	-	-	-	-
39 - RECREATION PROGRAMS	EXPENDITURES	1,000	1,000	1,000	1,000	1,000
39 - RECREATION PROGRAMS	CAPITAL OUTLAY	-	20,000	-	10,000	-
39 - RECREATION PROGRAMS		192,315	215,380	196,480	209,740	189,840
40 - REDWOOD POOL	PERSONNEL SERVICES	65,470	67,215	67,215	68,565	68,565
40 - REDWOOD POOL	OPERATING COSTS	41,400	41,100	40,650	46,700	44,250
40 - REDWOOD POOL	OTHER EXPENDITURES	600	600	500	1,000	900
40 - REDWOOD POOL	EXPENDITURES	-	-	-	-	-
40 - REDWOOD POOL	EXPENDITURES	6,000	6,000	4,000	6,000	4,000
40 - REDWOOD POOL	CAPITAL OUTLAY	25,000	15,000	-	40,000	20,000
40 - REDWOOD POOL		138,470	129,915	112,365	162,265	137,715
41 - RECREATION SELF-SUPPORTED PROG	PERSONNEL SERVICES	67,790	69,180	61,180	69,885	63,885
41 - RECREATION SELF-SUPPORTED PROG	OPERATING COSTS	113,675	109,975	109,775	116,175	115,975
41 - RECREATION SELF-SUPPORTED PROG	OTHER EXPENDITURES	10,500	10,500	10,100	10,500	9,600
41 - RECREATION SELF-SUPPORTED PROG	EXPENDITURES	5,500	5,500	3,500	5,500	3,500
41 - RECREATION SELF-SUPPORTED PROG		197,465	195,155	184,555	202,060	192,960
42 - AV COMMUNITY CENTER	PERSONNEL SERVICES	192,610	199,010	194,010	202,830	197,830
42 - AV COMMUNITY CENTER	OPERATING COSTS	111,875	110,975	107,875	140,975	109,875
42 - AV COMMUNITY CENTER	OTHER EXPENDITURES	350	3,350	3,100	3,350	3,100
42 - AV COMMUNITY CENTER	EXPENDITURES	-	-	-	-	-
42 - AV COMMUNITY CENTER	CAPITAL OUTLAY	25,000	33,000	3,000	557,000	5,000
42 - AV COMMUNITY CENTER		329,835	346,335	307,985	904,155	315,805
44 - AQUATIC SWIM CENTER	PERSONNEL SERVICES	314,450	326,040	326,040	332,745	322,745
44 - AQUATIC SWIM CENTER	OPERATING COSTS	235,600	240,100	235,100	241,800	236,800
44 - AQUATIC SWIM CENTER	OTHER EXPENDITURES	6,600	6,600	6,600	6,600	6,600
44 - AQUATIC SWIM CENTER	EXPENDITURES	-	-	-	-	-
44 - AQUATIC SWIM CENTER	EXPENDITURES	55,000	58,000	58,000	58,000	58,000
44 - AQUATIC SWIM CENTER	CAPITAL OUTLAY	58,000	95,000	-	290,000	44,000
44 - AQUATIC SWIM CENTER		669,650	725,740	625,740	929,145	668,145
45 - APPLE VALLEY SENIOR CENTER	PERSONNEL SERVICES	262,220	273,140	273,140	283,365	283,365
45 - APPLE VALLEY SENIOR CENTER	OPERATING COSTS	68,900	71,900	70,650	75,800	74,550
45 - APPLE VALLEY SENIOR CENTER	OTHER EXPENDITURES	2,000	2,000	1,500	2,000	1,500
45 - APPLE VALLEY SENIOR CENTER	EXPENDITURES	-	-	-	-	-
45 - APPLE VALLEY SENIOR CENTER	CAPITAL OUTLAY	15,000	22,000	-	85,000	15,000
45 - APPLE VALLEY SENIOR CENTER		348,120	369,040	345,290	446,165	374,415
43 - CABLE TV	PERSONNEL SERVICES	-	-	-	-	-
43 - CABLE TV	OPERATING COSTS	-	-	-	-	-
43 - CABLE TV	OTHER EXPENDITURES	-	-	-	-	-
43 - CABLE TV	CAPITAL OUTLAY	-	-	-	-	-
43 - CABLE TV	TRANSFERS	-	-	-	-	-
43 - CABLE TV		-				
47 - INSURANCE	PERSONNEL SERVICES	6,100	6,200	6,200	6,200	6,200
47 - INSURANCE	OTHER EXPENDITURES	275,000	288,000	288,000	303,000	303,000
47 - INSURANCE		281,100	294,200	294,200	309,200	309,200
48 - CONTINGENCY & TRANSFERS	OPERATING COSTS					
48 - CONTINGENCY & TRANSFERS	OTHER EXPENDITURES	129,490	80,570	156,560	80,570	79,350
48 - CONTINGENCY & TRANSFERS	TRANSFERS	2,940,000	3,028,200	3,199,700	3,138,100	3,314,100
48 - CONTINGENCY & TRANSFERS		3,069,490	3,108,770	3,356,260	3,218,670	3,393,450
Grand Total		28,876,225	30,741,480	30,283,220	32,790,939	31,145,015

Notes:

COMPANY	DEPARTMENT	BUSINESS UNIT	ACTIVITY
1000	01	1005	Mayor & City Council

DESCRIPTION OF ACTIVITY

Mayor and Council reflects the expenses required to operate and maintain the Apple Valley City Council function. The Council is the policy-making body that governs the City and determines the scope of services provided by the City and the price of services to residents and service users. The individual members also represent the City on various joint powers boards and organizations including but not limited to: the League of Minnesota Cities, the National League of Cities, Metro Cities, the Municipal Legislative Commission, Metropolitan Airports Commission Noise Oversight Committee, Minnesota Valley Transit Authority, Dakota Communications Center Board, ALF Ambulance, Metropolitan Council Livable Communities Advisory Committee, Minnesota Mayors Association, and Apple Valley Fire Relief Association.

MAJOR OBJECTIVES FOR 2016

The councilmembers covered under this company consider policy issues throughout the year and provide direction to staff. The Council meets regularly twice per month with special meetings called as needed.

1. Provide policy directives for various issues pertaining to the governance of the City and its residents.
2. Determine appropriate services and taxation levels for each year's budgets.

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Actual 2012	Actual 2013	Actual 2014	Projected 2015	Projected 2016	Projected 2017
Residents represented	49,895	50,326	50,330	Tbd	Tbd	Tbd
City Market Value (in 1000's)	4,323,035	4,068,568	4,163,237	4,470,808	4,701,466	Tbd
Gen Fund Budget overseen	24,521,314	28,006,113	28,422,028	28,876,225	30,283,220	31,143,135
Moody's Bond Rating	Aaa	Aaa	Aaa	Aaa	Aaa	Aaa
Standard & Poor's Bond Rating	-	-	-	AAA	AAA	AAA
Parcels within the City	17,709	17,814	17,865	18,059	17,954	Tbd
# Residential parcels	17,195	17,288	17,358	17,417	17,467	Tbd
# Homesteaded parcels	15,750	15,360	15,310	15,195	14,724	Tbd

	Regular Status Personnel Schedule –FTE's					
Position Title	Adopted 2012	Adopted 2013	Adopted 2014	Adopted 2015	Proposed 2016	Proposed 2017
Councilmember	5	5	5	5	5	5

Summary Budget

Department 01 Mayor & Council

	2012 Actual	2013 Actual	2014 Actual	2014 Adopted	2015 Adopted	2016 Proposed	2017 Proposed
Expenditures:							
Salaries & Wages	43,570	43,493	43,422	43,347	44,435	45,540	46,670
Emp. Benefits	57,734	59,766	67,376	67,151	70,790	72,265	74,505
Supplies	518	389	480	530	655	655	655
Contractual Serv.	188	120	575	240	270	270	270
Training/Travel/Dues	14,180	21,872	20,995	23,075	28,175	27,875	28,155
Other Exp.	53			-	-	-	-
Capital outlay	-		-	-		-	-
Total Exp.	116,243	125,640	132,848	134,343	144,325	146,605	150,255
Net provision to (use of) general revenues	116,243	125,640	132,848	134,343	144,325	146,605	150,255

2016 CAPITAL OUTLAY

None

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
MAYOR & CITY COUNCIL

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6110 - SALARY-REGULAR EMPLOYEES	43,347	43,422	43,350	20,802	44,430	44,430	45,530	45,530
6123 - SALARY-OTHER	0		1,085		1,110	1,110	1,140	1,140
6105 - SALARIES AND WAGES	**43,347**	**43,422**	**44,435**	**20,802**	**45,540**	**45,540**	**46,670**	**46,670**
6138 - MEDICARE	629	531	645	262	660	660	675	675
6139 - FICA	1,692	1,123	1,020	569	1,775	1,775	1,820	1,820
6141 - PENSIONS-PERA	2,348	2,353	2,425	1,136	2,700	2,700	2,765	2,765
6142 - WORKERS COMPENSATION	82	84	100	54	110	110	125	125
6145 - MEDICAL INSURANCE	62,400	55,898	66,600	26,629	67,020	67,020	69,120	69,120
6146 - DENTAL INSURANCE		4,848		2,620				
6147 - LIFE INSURANCE-BASIC		56		15				
6148 - LIFE INSURANCE-SUPP/DEPEND		2,482		1,323				
6125 - EMPLOYEE BENEFITS	**67,151**	**67,376**	**70,790**	**32,608**	**72,265**	**72,265**	**74,505**	**74,505**
6100 - TOTAL PERSONNEL SERVICES	**110,498**	**110,798**	**115,225**	**53,410**	**117,805**	**117,805**	**121,175**	**121,175**
6210 - OFFICE SUPPLIES	145	83	145	256	145	145	145	145
6229 - GENERAL SUPPLIES	385	396	510	1,780	510	510	510	510
6205 - SUPPLIES	**530**	**480**	**655**	**2,035**	**655**	**655**	**655**	**655**
6237 - TELEPHONE/PAGERS	150	0	150	0	150	150	150	150
6238 - POSTAGE/UPS/FEDEX	0	159	0	0				
6239 - PRINTING	90	415	120	0	120	120	120	120
6230 - CONTRACTUAL SERVICES	**240**	**575**	**270**	**0**	**270**	**270**	**270**	**270**
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	1,100	624	1,450	1,210	1,450	1,450	1,450	1,450
6276 - SCHOOLS/CONFERENCES/EXP OTHER	16,800	16,375	21,550	2,028	21,250	21,250	21,500	21,500
6277 - MILEAGE/AUTO ALLOWANCE	1,400	1,438	1,400	0	1,400	1,400	1,400	1,400
6278 - SUBSISTENCE ALLOWANCE	3,700	2,450	3,700	1,350	3,700	3,700	3,700	3,700
6280 - DUES & SUBSCRIPTIONS	75	108	75	53	75	75	105	105
6270 - TRNG/TRAVL/DUES/UNIF	**23,075**	**20,995**	**28,175**	**4,641**	**27,875**	**27,875**	**28,155**	**28,155**
6200 - TOTAL OPERATING COSTS	**23,845**	**22,050**	**29,100**	**6,676**	**28,800**	**28,800**	**29,080**	**29,080**
6310 - RENTAL EXPENSE				337				
6399 - OTHER CHARGES		0		0				
6301 - OTHER EXPENDITURES		**0**		**337**				
6300 - TOTAL OTHER EXPENDITURES		**0**		**337**				
	134,343	**132,848**	**144,325**	**60,423**	**146,605**	**146,605**	**150,255**	**150,255**

CITY OF APPLE VALLEY
2016 BUDGET
ACCOUNT DETAIL

DEPT 01: MAYOR & CITY COUNCIL - 1005

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2013 COUNCIL ADOPTED	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
	SALARIES								
6110	Regular Employees	43,347	43,347	43,350	43,350	44,430	44,430	45,530	45,530
6123	Salary - Other	867	-	1,085	1,085	1,110	1,110	1,140	1,140
6138	Medicare	641	629	645	645	660	660	675	675
6139	FICA	1,726	1,692	1,020	1,020	1,775	1,775	1,820	1,820
6141	Pension - PERA	2,395	2,348	2,425	2,425	2,700	2,700	2,765	2,765
6142	Work Comp Ins	84	82	100	100	110	110	125	125
6145	Hospital & Life Insurance	60,720	62,400	66,600	66,600	67,020	67,020	69,120	69,120
	Total	109,780	110,498	115,225	115,225	117,805	117,805	121,175	121,175
6210	**OFFICE SUPPLIES**								
		50	150	150	90	145	145	145	145
			(5)	(5)					
	Total	50	145	145	90	145	145	145	145
6229	**GENERAL SUPPLIES**								
	Miscellaneous	250	400	400	1,800	385	385	385	385
	Sales tax savings		(15)	(15)					
	Council Shirts			125	130	125	125	125	125
	Total	250	385	510	1,930	510	510	510	510
6237	**TELEPHONE/PAGERS**								
	Mobile Phone	150	150	150	150	150	150	150	150
	Total	150	150	150	150	150	150	150	150
6238	**POSTAGE/UPS/FEDEX**								
	Fed EX	-							
	Total	-	-	-	-	-	-	-	-
6239	**PRINTING/PUBLISHING**								
	Miscellaneous (Business Cards)	100	100	130	120	120	120	120	120
			(10)	(10)					
	Total	100	90	120	120	120	120	120	120
6275	**SCHOOL/CONF/EXP - LOCAL**								
	Includes LMC, AMM, and	450	500	1,000	500	1,000	1,000	1,000	1,000
	other General Conference	550	600	100	100	100	100	100	100
	and Workshop Expenses			350	350	350	350	350	350
	Total	1,000	1,100	1,450	950	1,450	1,450	1,450	1,450
6276	**SCHOOL/CONF/EXP - OTHER**								
	LMC Annual 3 attendees	1,800	2,250	3,000	1,800	3,000	3,000	3,000	3,000
	NLC Spring (DC) 3 attendees	5,400	5,250	6,000	1,750	6,000	6,000	6,000	6,000
	NLC Fall 4 attendees	7,000	7,000	10,000	10,000	10,000	10,000	10,000	10,000
	NLC Board/ Board Committees	1,575	1,750	1,750	2,000	1,750	1,750	2,000	2,000
	Other Conferences	375	300	300					
	Mayor's Association 1 attendee	300	250	500	300	500	500	500	500
	Total	16,450	16,800	21,550	15,850	21,250	21,250	21,500	21,500
6277	**MILEAGE ALLOWANCE**								
	Miscellaneous Mileage	1,400	1,400	1,400	1,400	1,400	1,400	1,400	1,400
	Linked to 6275								
	Total	1,400	1,400	1,400	1,400	1,400	1,400	1,400	1,400
6278	**SUBSISTANCE ALLOWANCE**								
	NLC Spring (DC) 3 @ 500	1,500	1,500	1,500	600	1,500	1,500	1,500	1,500
	NLC Fall 4 @ $250	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
	NLC Board/ Board Committees	550	550	550	550	550	550	550	550
	LMC Annual 3 @ $150	450	450	450	300	600	600	600	600
	Other Conferences	200	200	200	50	50	50	50	50
	Total	3,700	3,700	3,700	2,500	3,700	3,700	3,700	3,700
6280	**DUES & SUBSCRIPTIONS**								
	Mayor Association Dues	20	25	25	25	25	25	25	25
	Misc.	50	50	50	80	50	50	80	80
	Total	70	75	75	105	75	75	105	105
	Total Net of Personnel	23,170	23,845	29,100	23,095	28,800	28,800	29,080	29,080
	TOTAL EXPENSES	$ 132,950	$ 134,343	$ 144,325	$ 138,320	$ 146,605	$ 146,605	$ 150,255	$ 150,255

COMPANY	DEPARTMENT	BUSINESS UNIT	ACTIVITY
1000	02	1010	Administration

DESCRIPTION OF ACTIVITY

Administration reflects the expenses involved in the general administration of the City and its services. In addition to the activities involved in serving the City Council to carry out its directives and providing the ultimate supervisory authority for all of the individual departments, the Administration Department also has direct management responsibilities for information technologies, cable television, general City communications functions, budget development and management, capital improvement planning, website management, physical facility planning, energy management, facility security coordination, airport noise complaint coordination, and generally all issues that do not fall directly into individual departments.

MAJOR OBJECTIVES FOR 2016

1. Develop balanced 2016 budget within financial parameters set by City Council.
2. Administer Council directives for service levels in response to economic conditions.
3. Develop 2017-2021 Capital Improvements Program.
4. Continue integration of City website design and utilities into department operations and activities to enhance customer experience with website.
5. Conclude cable franchise renewal negotiations with Charter Communications.

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Actual 2012	Actual 2013	Actual 2014	Projected 2015	Projected 2016
Full-time employees	177	178	180	185	187
Gen Fund Budget managed	$24,521,314	$28,006,113	$28,326,528	$28,876,225	$30,283,220
Total All Budgeted Funds	$ 54 million	$ 66 million	$64 million	$ 64 million	$ million
Moody's Bond Rating	Aaa	Aaa	Aaa	Aaa	Aaa
Standard & Poor's Bond Rating	-	-	-	AAA	AAA

	Regular Status Personnel Schedule –FTE's				
Position Title	Adopted 2012	Adopted 2013	Adopted 2014	Adopted 2015	Proposed 2016
City Administrator	1	1	1	1	1
Asst. City Administrator	1	1	1	1	1
Dept. Specialist	1	1	1	1	1

	Temporary Status Personnel Schedule				
Position Title	Adopted 2012	Adopted 2013	Adopted 2014	Adopted 2015	Proposed 2016
None					

Summary Budget Department 02 Administration							
	2012 Actual	2013 Actual	2014 Actual	2014 Adopted	2015 Adopted	2016 Proposed	2017 Proposed
Revenue:							
Expenditures:							
Salaries & Wages	273,557	287,813	291,633	297,120	307,070	321,030	321,595
Emp. Benefits	88,562	92,336	97,328	98,314	104,055	110,335	114,896
Supplies	631	107	261	260	260	265	265
Contractual Serv.	1,768	1,578	1,496	1,530	1,580	1,580	1,580
Repairs & Maint.	-	-		-	-	-	-
Training/Travel/Dues	11,752	12,865	12,238	13,500	13,670	13,880	13,925
Other Exp.	236	-		-	-	-	-
Capital outlay	-			-		-	-
Total Exp	376,506	394,699	402,956	410,724	426,635	447,090	452,261
Net provision to (use of) general revenues	(376,506)	(394,699)	(402,956)	(410,724)	(426,635)	(447,090)	(452,261)

2016 CAPITAL OUTLAY

None

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
ADMINISTRATION

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6110 - SALARY-REGULAR EMPLOYEES	287,396	294,045	293,140	146,104	309,055	309,055	386,805	313,795
6113 - OVERTIME-REGULAR EMPLOYEES	0	20	0	0				
6122 - COMP REQUEST		-2,432		-764				
6123 - SALARY-OTHER	9,724		13,930		11,975	11,975	7,800	7,800
6105 - SALARIES AND WAGES	**297,120**	**291,633**	**307,070**	**145,340**	**321,030**	**321,030**	**394,605**	**321,595**
6138 - MEDICARE	4,308	4,091	4,450	2,041	4,655	4,655	4,665	4,665
6139 - FICA	17,119	16,318	17,460	8,725	17,770	17,770	18,385	18,385
6141 - PENSIONS-PERA	21,541	21,182	23,030	10,901	24,080	24,080	24,120	24,120
6142 - WORKERS COMPENSATION	1,564	1,568	1,530	826	1,680	1,680	1,855	1,855
6144 - LONG-TERM DISABILITY INSURANCE	862	772	845	417	880	880	885	885
6145 - MEDICAL INSURANCE	52,920	49,517	56,740	25,444	61,270	61,270	64,986	64,986
6146 - DENTAL INSURANCE		3,270		1,746				
6147 - LIFE INSURANCE-BASIC		34		9				
6148 - LIFE INSURANCE-SUPP/DEPEND		576		268				
6125 - EMPLOYEE BENEFITS	**98,314**	**97,328**	**104,055**	**50,376**	**110,335**	**110,335**	**114,896**	**114,896**
6100 - TOTAL PERSONNEL SERVICES	**395,434**	**388,961**	**411,125**	**195,716**	**431,365**	**431,365**	**509,501**	**436,491**
6210 - OFFICE SUPPLIES	190	0	190	0	190	190	190	190
6211 - SMALL TOOLS & EQUIPMENT		0		0				
6229 - GENERAL SUPPLIES	70	261	70	0	75	75	75	75
6205 - SUPPLIES	**260**	**261**	**260**	**0**	**265**	**265**	**265**	**265**
6237 - TELEPHONE/PAGERS	1,205	1,172	1,245	491	1,245	1,245	1,245	1,245
6239 - PRINTING	325	323	335	755	335	335	335	335
6230 - CONTRACTUAL SERVICES	**1,530**	**1,496**	**1,580**	**1,246**	**1,580**	**1,580**	**1,580**	**1,580**
6260 - REPAIRS AND MAINTENA	**0**	**0**	**0**	**0**				
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	1,260	1,007	1,120	623	1,230	1,230	1,230	1,230
6276 - SCHOOLS/CONFERENCES/EXP OTHER	4,520	3,653	4,820	325	4,920	4,920	4,920	4,920
6277 - MILEAGE/AUTO ALLOWANCE	4,670	4,662	4,670	2,173	4,670	4,670	4,670	4,670
6278 - SUBSISTENCE ALLOWANCE	600	450	600	0	600	600	600	600
6279 - EDUCATION ASSISTANCE			2,460					
6280 - DUES & SUBSCRIPTIONS	2,450	2,465	0	2,291	2,460	2,460	2,505	2,505
6270 - TRNG/TRAVL/DUES/UNIF	**13,500**	**12,238**	**13,670**	**5,412**	**13,880**	**13,880**	**13,925**	**13,925**
6200 - TOTAL OPERATING COSTS	**15,290**	**13,994**	**15,510**	**6,658**	**15,725**	**15,725**	**15,770**	**15,770**
6399 - OTHER CHARGES		0		0				
6301 - OTHER EXPENDITURES		**0**		**0**				
6300 - TOTAL OTHER EXPENDITURES		**0**		**0**				
	410,724	**402,955**	**426,635**	**202,374**	**447,090**	**447,090**	**525,271**	**452,261**

CITY OF APPLE VALLEY
2016 BUDGET
ACCOUNT DETAIL

DEPT 02: ADMINISTRATION - 1010

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2013 COUNCIL ADOPTED	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
	SALARIES								
6110	Regular Employees	281,767	287,396	293,140	293,140	309,055	309,055	313,795	313,795
6113	Overtime - Regular								
	Add Comm Specialist (All Costs)							73,010	
6123	Salaries - Other	11,743	9,724	13,930	13,930	11,975	11,975	7,800	7,800
6138	Medicare	4,256	4,308	4,450	4,450	4,655	4,655	4,665	4,665
6139	FICA	18,198	17,119	17,460	17,460	17,770	17,770	18,385	18,385
6141	Pension - PERA	21,279	21,541	23,030	23,030	24,080	24,080	24,120	24,120
6142	Work Comp Ins	1,543	1,564	1,530	1,530	1,680	1,680	1,855	1,855
6144	Long-term Disability Insurance	851	862	845	845	880	880	885	885
6145	Hospital & Life Insurance	46,752	52,920	56,740	56,740	61,270	61,270	64,986	64,986
	Total	386,389	395,434	411,125	411,125	431,365	431,365	509,501	436,491
6210	**OFFICE SUPPLIES**								
	Miscellaneous	150	200	200	190	190	190	190	190
			(10)	(10)					
	Total	150	190	190	190	190	190	190	190
6229	**GENERAL SUPPLIES**								
	Various	75	75	75	75	75	75	75	75
			(5)	(5)					
	Total	75	70	70	75	75	75	75	75
6237	**TELEPHONE/PAGERS**								
	Mobile Phones	1,400	1,300	1,340	1,245	1,245	1,245	1,245	1,245
			(95)	(95)					
	Total	1,400	1,205	1,245	1,245	1,245	1,245	1,245	1,245
6239	**PRINTING/PUBLISHING**								
	Various	350	350	360	360	335	335	335	335
			(25)	(25)					
	Total	350	325	335	360	335	335	335	335
6275	**SCHOOL/CONF/EXP - LOCAL**								
	Workshops/Meetings	1,100	1,100	1,000	1,000	1,100	1,100	1,100	1,100
	Meetings (Chamber related)	200	160	120	100	130	130	130	130
	Total	1,300	1,260	1,120	1,100	1,230	1,230	1,230	1,230
6276	**SCHOOL/CONF/EXP - OTHER**								
	NLC Fall	1,350	1,350	1,400	1,500	1,500	1,500	1,500	1,500
	LMC	450	500	750	600	750	750	750	750
	ICMA	1,750	1,750	1,750	1,750	1,750	1,750	1,750	1,750
	MCMA (1 attendee @ $880)	880	920	920	-	920	920	920	920
	Total	4,430	4,520	4,820	3,850	4,920	4,920	4,920	4,920
6277	**MILEAGE ALLOWANCE**								
	Car Allowance ($385 per month)	4,620	4,620	4,620	4,620	4,620	4,620	4,620	4,620
	Other Mileage	100	50	50	50	50	50	50	50
	Total	4,720	4,670	4,670	4,670	4,670	4,670	4,670	4,670
6278	**SUBSISTANCE ALLOWANCE**								
	NLC Fall	250	250	250	250	250	250	250	250
	LMC (1 @ $150)	150	150	150	150	150	150	150	150
	ICMA	200	200	200	200	200	200	200	200
	Total	600	600	600	600	600	600	600	600
6280	**DUES & SUBSCRIPTIONS**								
	MAMA	45	45	45	45	45	45	45	45
	MCMA - Administrator	125	160	160	160	160	160	165	165
	MCMA - Assistant	105	130	130	130	130	130	135	135
	ICMA - Administrator	1,035	1,045	1,050	1,060	1,050	1,050	1,070	1,070
	ICMA - Assistant	806	845	850	850	850	850	865	865
	Notary Dues	100							
	MPAL	25	25	25	25	25	25	25	25
	Rotary	200	200	200	200	200	200	200	200
	Total	2,441	2,450	2,460	2,470	2,460	2,460	2,505	2,505
	Total Net of Personnel	15,466	15,290	15,510	14,560	15,725	15,725	15,770	15,770
	TOTAL EXPENSES ABOVE	$ 401,855	$ 410,724	$ 426,635	$ 425,685	$ 447,090	$ 447,090	$ 525,271	$ 452,261

COMPANY	DEPARTMENT	BUSINESS UNIT	ACTIVITY
1000	03	1015	City Clerk/Elections

DESCRIPTION OF ACTIVITY

Carries out the duties of the City Clerk's office, as prescribed by State Statute, and manages all functions of the office, including: serving as the Clerk to the City Council; preparing official meeting agendas and minutes; publishing legal notices; conducting bid openings; processing contracts and agreements; administering issuance of municipal licenses; filing insurance claims; filing certified documents with the County and other agencies; coordinating the election process; coordinating auctions; and maintaining official records and files for the City.

MAJOR OBJECTIVES FOR 2016

In addition to the regular and recurring duties assigned to the City Clerk's office, the major objective for 2016 will be to prepare for and administer the Primary and General Elections; including securing polling sites, recruiting and training judges, training and testing new election equipment, ordering supplies, and coordinating the absentee ballot process.

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Actual 2012	Actual 2013	Actual 2014	Projected 2015	Projected 2016
Agenda Packets & Minutes	26	26	23	24	24
Resolutions	260	198	209	200	200
Ordinances	9	21	22	12	12
Public Hearing Notices	26	29	44	25	25
Legal Ads	54	68	43	50	50
Licenses & Permits	425	352	341	325	325
Insurance Claims	63	84	67	60	60
Agreements/Contracts	156	117	108	90	90
Change Orders	69	31	27	20	20
Bid Openings	10	10	10	10	10
Elections	2	0	0	0	0
Total Voters - Prim./Spec.	2,581	NA	2,537	NA	2,550
Total Voters - Genl.	29,715	NA	19,351	NA	29,000
Election Day Regist. - P/S	116	NA	147	NA	110
Election Day Regist. - G	5,146	NA	1,036	NA	5,000
Absentee Ballots - P/S	133	NA	127	NA	130
Absentee Ballots - G	2,993	NA	2,100	NA	3,000
CUP's/IUP's Filed	9	7	4	4	4
Vacations Filed	0	5	4	2	2
Auctions	6	4	7	4	4
Scanned Documents	13,987	13,832	13,118	12,000	12,000

	Regular Status Personnel Schedule – FTE's				
Position Title	Adopted 2012	Adopted 2013	Adopted 2014	Adopted 2015	Proposed 2016
City Clerk	1	1	1	1	1
Clerical Assistant	0	0	0	0	0
Administrative Specialist	.75	1	1	1	1

Summary Budget
Department 03 - City Clerk / Elections

	2013 Budget	2013 Actual	2014 Budget	2014 Actual	2015 Budget	2016 Proposed	2017 Proposed
Revenue:							
License:							
TOBACCO	9,000	15,790	12,045	625	11,440	7,500	7,500
TRASH COLLECTION	5,600	5,430	5,300	6,450	5,610	6,540	6,700
KENNEL	-	5,017	5,000	10,044	5,000	5,260	5,400
FUEL	12,000	8,550	12,900	12,805	12,075	12,870	13,100
LIQUOR / WINE	99,000	105,740	109,520	125,055	110,700	109,150	114,150
BEER ON & OFF	5,800	10,280	5,650	4,210	6,200	5,800	5,800
TRANSIENT MERCH.	8,600	6,900	7,000	7,350	5,350	7,000	7,000
VENDING MACHINES	1,900	1,635	1,815	1,440	1,635	1,440	1,500
MASSAGE THERAPY	6,000	7,863	5,200	5,520	3,850	3,525	3,525
LICENSE-OTHER	2,000	6,475	2,845	3,515	3,085	3,145	3,200
SALE OF ASSETS/ AUCT.	20,000	2,500	20,000	-	20,000	20,000	20,400
	169,900	176,180	187,275	177,014	184,945	182,230	188,275
Expenditures:							
Salaries & Wages	133,693	111,957	151,958	137,333	139,660	172,695	153,825
Emp. Benefits	46,804	35,384	47,275	44,103	48,330	53,680	52,960
Supplies	900	841	2,800	2,209	950	3,200	950
Contractual Serv.	13,275	7,300	73,875	62,597	10,345	74,750	9,500
Repairs & Maint.	5,550	5,050	5,550	5,050	11,550	11,550	11,550
Training/Travel/Dues	57,807	55,621	60,577	57,109	61,395	62,131	65,615
Other Exp.	-	31	2,700	1,711	-	2,800	
Capital outlay	1,900	1,337	-	-	-	-	-
Total Exp	259,929	217,521	344,735	310,112	272,230	380,806	294,400
Net addition to (use of) general revenues	(90,029)	(41,341)	(157,460)	(133,098)	(87,285)	(198,576)	(106,125)

2016 CAPITAL OUTLAY
none

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
CITY CLERK/ELECTIONS

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6110 - SALARY-REGULAR EMPLOYEES	121,630	123,606	126,910	65,611	139,115	139,115	147,165	147,165
6111 - SALARY PART-TIME	0	0	0	0				
6112 - SALARY-SEASONAL TEMP	13,000	4,434	0	0	13,000	13,000		
6113 - OVERTIME-REGULAR EMPLOYEES	13,000	9,525	3,000	780	14,000	14,000	3,000	3,000
6121 - INSURANCE CASH BENEFIT		724		279				
6122 - COMP REQUEST		-955		-16				
6123 - SALARY-OTHER	4,328		9,750		6,580	6,580	3,660	3,660
6124 - OVERTIME-SEASONAL TEMP		0		0				
6105 - SALARIES AND WAGES	**151,958**	**137,333**	**139,660**	**66,654**	**172,695**	**172,695**	**153,825**	**153,825**
6138 - MEDICARE	2,203	1,850	2,025	884	2,490	2,490	2,330	2,330
6139 - FICA	9,421	7,911	8,660	3,779	10,645	10,645	9,540	9,540
6141 - PENSIONS-PERA	10,074	9,600	10,475	4,978	11,905	11,905	11,535	11,535
6142 - WORKERS COMPENSATION	912	1,040	685	363	880	880	870	870
6144 - LONG-TERM DISABILITY INSURANCE	365	346	385	186	400	400	425	425
6145 - MEDICAL INSURANCE	24,300	21,106	26,100	11,314	27,360	27,360	28,260	28,260
6146 - DENTAL INSURANCE	0	2,180	0	1,164				
6147 - LIFE INSURANCE-BASIC		22		6				
6148 - LIFE INSURANCE-SUPP/DEPEND		47		45				
6125 - EMPLOYEE BENEFITS	**47,275**	**44,103**	**48,330**	**22,720**	**53,680**	**53,680**	**52,960**	**52,960**
6100 - TOTAL PERSONNEL SERVICES	**199,233**	**181,436**	**187,990**	**89,374**	**226,375**	**226,375**	**206,785**	**206,785**
6210 - OFFICE SUPPLIES	1,600	1,500	550	181	1,750	1,750	550	550
6229 - GENERAL SUPPLIES	1,200	708	400	45	1,450	1,450	400	400
6205 - SUPPLIES	**2,800**	**2,209**	**950**	**226**	**3,200**	**3,200**	**950**	**950**
6231 - LEGAL SERVICES		359		0				
6236 - ELECTION JUDGE PAYMENTS	59,700	53,737	0	0	61,000	61,000		
6239 - PRINTING	10,350	5,345	6,600	2,504	9,850	9,850	6,600	6,100
6249 - OTHER CONTRACTUAL SERVICES	3,825	3,156	3,745	495	3,900	3,900	3,900	3,400
6230 - CONTRACTUAL SERVICES	**73,875**	**62,597**	**10,345**	**2,999**	**74,750**	**74,750**	**10,500**	**9,500**
6265 - REPAIRS-EQUIPMENT	5,550	5,050	11,550	0	11,550	11,550	11,550	11,550
6260 - REPAIRS AND MAINTENA	**5,550**	**5,050**	**11,550**	**0**	**11,550**	**11,550**	**11,550**	**11,550**
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	900	248	1,400	530	1,400	1,400	1,400	1,400
6276 - SCHOOLS/CONFERENCES/EXP OTHER	2,400	654	3,100	2,524	900	900	3,200	3,200
6277 - MILEAGE/AUTO ALLOWANCE	1,000	596	375	0	1,125	1,125	375	375
6278 - SUBSISTENCE ALLOWANCE	400	100	400	250	200	200	400	400
6280 - DUES & SUBSCRIPTIONS	55,877	55,511	56,120	27,628	58,506	58,506	60,240	60,240
6270 - TRNG/TRAVL/DUES/UNIF	**60,577**	**57,109**	**61,395**	**30,932**	**62,131**	**62,131**	**65,615**	**65,615**
6200 - TOTAL OPERATING COSTS	**142,802**	**126,964**	**84,240**	**34,157**	**151,631**	**151,631**	**88,615**	**87,615**
6310 - RENTAL EXPENSE	2,700	1,711	0	0	2,800	2,800		
6399 - OTHER CHARGES		0		0				
6301 - OTHER EXPENDITURES	**2,700**	**1,711**	**0**	**0**	**2,800**	**2,800**		
6300 - TOTAL OTHER EXPENDITURES	**2,700**	**1,711**	**0**	**0**	**2,800**	**2,800**		
6720 - CAPITAL OUTLAY-FURNITURE & FIX	0	0	0	0			500	0
6701 - TOTAL CAPITAL OUTLAY	**0**	**0**	**0**	**0**			**500**	**0**
6700 - TOTAL CAPITAL OUTLAY	**0**	**0**	**0**	**0**			**500**	**0**
	344,735	**310,111**	**272,230**	**123,531**	**380,806**	**380,806**	**295,900**	**294,400**

CITY OF APPLE VALLEY
2016 BUDGET
ACCOUNT DETAIL

DEPT 03: CITY CLERK/ELECTIONS - 1015

COMPANY 1000: GENERAL FUND

JDE ACCT	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
6110	**SALARIES**							
	Regular Employees	121,630	126,910	126,910	139,115	139,115	147,165	147,165
6111	Salary-Parttime							
6112	*Salary-Seasonal Temp	13,000	-	-	13,000	13,000		
6113	Overtime - Reg	13,000	3,000	3,000	14,000	14,000	3,000	3,000
6123	Salaries - Other	4,328	9,750	9,750	6,580	6,580	3,660	3,660
6138	Medicare	2,203	2,025	2,025	2,490	2,490	2,330	2,330
6139	FICA	9,421	8,660	8,660	10,645	10,645	9,540	9,540
6141	Pension - PERA	10,074	10,475	10,475	11,905	11,905	11,535	11,535
6142	Work Comp Ins	912	685	685	880	880	870	870
6144	Long-term Disability Insurance	365	385	385	400	400	425	425
6145	Hospital & Life Insurance	24,300	26,100	26,100	27,360	27,360	28,260	28,260
	Total	199,234	187,990	187,990	226,375	226,375	206,785	206,785
6210	**OFFICE SUPPLIES**							
	Miscellaneous	500	550	550	550	550	550	550
	*Polling Place/Election Supplies	1,100			1,200	1,200		
	Total	1,600	550	550	1,750	1,750	550	550
6229	**GENERAL SUPPLIES**							
	Miscellaneous	400	400	400	450	450	400	400
	*Polling Place Supplies & Signs & Various Election Supplies	800			1,000	1,000		
	*Scanner, Label Printer, Hub Switch							
	Total	1,200	400	400	1,450	1,450	400	400
6236	**ELECTION JUDGE PAYMENTS**							
	*Election: Primary & General							
	*Head Judges 1,500 hours @ $11.00	16,500			17,000	17,000		
	*Other Judges 4,800 hours @ $9.00	43,200			44,000	44,000		
	Total	59,700	-	-	61,000	61,000	-	-
6239	**PRINTING/PUBLISHING**							
	Legal Notices	5,000	5,000	5,000	5,000	5,000	5,000	5,000
	Dakota County Filing Fees	1,100	1,100	1,100	1,100	1,100	1,100	1,100
	*Election Judge Manuals	1,000			1,000	1,000		
	*General Election Ballots	2,000			2,000	2,000		
	*Election Postal Verification Cards	750			750	750		
	Business Card Stock, Misc.	500	500	500	500	500	500	500
	Adjust to Trend					(500)		(500)
	Total	10,350	6,600	6,600	10,350	9,850	6,600	6,100
6249	**OTHER CONTRACTUAL SERVICES**							
	Update Codification of Ordinances	3,500	3,250	3,250	3,400	3,400	3,400	3,400
	Host City Code on Web Site	325	495	495	500	500	500	500
	Adjust to Trend							(500)
	Total	3,825	3,745	3,745	3,900	3,900	3,900	3,400
6265	**REPAIRS - EQUIPMENT**							
	Office Equipment Repairs	500	550	550	550	550	550	550
	*Annual Maintenance for							
	Vote Tabulators (19 tabulators)	2,250	5,500	-	5,500	5,500	5,500	5,500
	HAVA Equipment (16 machines)	2,800	5,500	-	5,500	5,500	5,500	5,500
	Total	5,550	11,550	550	11,550	11,550	11,550	11,550
6275	**SCHOOL/CONF/EXP - LOCAL**							
	Workshops (Clerks Institute - Yr. 2)	400	900	900	900	900	900	900
	Meetings	300	300	300	300	300	300	300
	Other	200	200	200	200	200	200	200
	Total	900	1,400	1,400	1,400	1,400	1,400	1,400
6276	**SCHOOL/CONF/EXP - OTHER**							
	MCFOA	900	900	900	900	900	900	900
	IIMC	1,500	2,200	2,065			2,300	2,300
	Total	2,400	3,100	2,965	900	900	3,200	3,200
6277	**MILEAGE ALLOWANCE**							
	Allowance, Clerk	300	375	375	375	375	375	375
	*Mileage, Election Judges & Employees	700			750	750		
	Total	1,000	375	375	1,125	1,125	375	375
6278	**SUBSISTENCE ALLOWANCE**							
	MCFOA, IIMC, LMC	400	400	400	200	200	400	400
	Total	400	400	400	200	200	400	400

CITY OF APPLE VALLEY
2016 BUDGET
ACCOUNT DETAIL

DEPT 03: CITY CLERK/ELECTIONS - 1015

COMPANY 1000: GENERAL FUND

JDE ACCT	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
6280	**DUES & SUBSCRIPTIONS**							
	IIMC	185	185	195	195	195	195	195
	MCFOA	75	75	75	75	75	75	75
	LMC Directory	65	65	65	65	65	65	65
	Other	300	299	299	301	301	300	300
	NLC Dues	3,813	3,927	3,813	4,045	4,045	4,170	4,170
	LMC Dues	27,893	27,984	27,984	30,172	30,172	31,080	31,080
	Metro Cities Dues	12,796	12,835	12,835	12,903	12,903	13,290	13,290
	Municipal Legislative Commission	10,500	10,500	10,500	10,500	10,500	10,815	10,815
	Dakota Co. Historical Society	250	250	250	250	250	250	250
	AV Trademark							
	Total	55,877	56,120	56,016	58,506	58,506	60,240	60,240
6310	**RENTAL EXPENSE**							
	*Polling Places	1,500			1,600	1,600		
	*Van/Trailer for Set-Up	1,200			1,200	1,200		
	Total	2,700	-	-	2,800	2,800	-	-
6720	**CAPITAL OUTLAY - OFFICE FURN**							
	Fire Proof File Cabinet							
	Office Side Chairs (buy out of savings)		-	-			500	
	Total	-	-	-	-	-	500	-
6740	**CAPITAL OUTLAY - MACH EQ**							
	*Voting Tabulators (19 machines)							
	Total		-	-	-	-	-	-
	Total Net of Personnel	145,502	84,240	73,001	154,931	154,431	89,115	87,615
	TOTAL EXPENSES	$ 344,735	$ 272,230	$ 260,991	$ 381,306	$ 380,806	$ 295,900	$ 294,400

* Election-related expenses

Notes:

COMPANY	DEPARTMENT	BUSINESS UNIT	ACTIVITY
1000 – General Fund	04	1020/1021	Human Resources/Front Desk

DESCRIPTION OF ACTIVITY

The Human Resources Department serves as a strategic partner in support of the City's mission to promote a team philosophy within the organization and develop a quality workplace together.

Our core services and competencies include recruitment and staffing, employee relations, organizational and employee development, safety and health programs, compensation and benefits, payroll, policy and procedure development and administration, and regulatory compliance.

MAJOR OBJECTIVES FOR 2016

- Complete job evaluation and market study to replace obsolete job evaluation system
- Update personnel policies
- Work with shared Volunteer Coordinator to expand volunteerism in the City

IMPACT MEASURES / PERFORMANCE INDICATORS

ITEM	Actual 2012	Actual 2013	Actual 2014	Projected 2015	Projected 2016	Projected 2017
PERFORMANCE INDICATORS						
Employment actions processed	560	241	470	440	445	450
New hires	115	155	177	180	185	190
Rehires	192	46	207	200	200	200
Other: promotion, transfer, status change, term	253	40	86	60	60	60
Employment applications processed	2108	2,040	2,310	2,200	2,250	2,300
Checks generated	9,940	10,268	11,135	10,500	10,500	10,500
W-2s generated	653	685	690	700	700	700
Section 125 enrollment savings	$17,063	$23,242	$26,373	$27,000	$25,000	$25,000
Benefit enrollments/changes processed						
Mid-year	49	52	71	52	50	50
New year open enrollment: medical/dental/life	107	39	138	39	40	200
ITEM	Actual 2012	Actual 2013	Actual 2014	Projected 2015	Projected 2016	Projected 2017
OUTCOME MEASURES						
Days to fill vacancies	60	63	67	60	60	60
Turnover rate						
Full-Time Regular	3.91%	4.4%	8.5%	4.5%	4.5%	4.5%
Part-Time Regular	4.26%	8.0%	12.5%	10.0%	10.0%	10.0%
Part-Time Liquor Operations	42.42%	20.7%	43.6%	20.0%	20.0%	20.0%
Paid-on-Call Firefighters	9.33%	12.0%	9.33%	12.0%	12.0%	12.0%
Performance review completion	100%	100%	100%	100%	100%	100%
Health claims experience	75.00%	75.0%	81%	80%	80%	80%
Safety metrics						
Workers' comp. experience modifier	0.8	0.75	0.83	0.83	0.83	0.83
Days away from work	80	25	353	20	20	20
Restricted days	79	50	139	115	100	100
Volunteer Engagement						
City-Wide Volunteer Hours			1,266	1,670	1,720	1,770
Equivalent Wages Saved			$10,000	$16,000	$16,900	$17,700

Regular Status Personnel Schedule –FTE's						
Position Title	Adopted 2012	Adopted 2013	Adopted 2014	Adopted 2015	Proposed 2016	Proposed 2017
HUMAN RESOURCES MGR	1.0	1.0	1.0	1.0	1.0	1.0
HR REPRESENTATIVE	1.0					
DEPARTMENT SPECIALIST		1.0	1.0	1.0	1.0	1.0
HR COORDINATOR	1.0	1.0	1.0	1.0	1.0	1.0
PAYROLL COORDINATOR	1.0	1.0	1.0	1.0	1.0	1.0
BACK-UP RECEPTIONIST	0.25					
RECEPTIONIST	1.0	1.0	1.0	1.0	1.0	1.0

Temporary Status Personnel Schedule – Hours (Part Time)						
Position Title	Adopted 2012	Adopted 2013	Adopted 2014	Adopted 2015	Proposed 2016	Proposed 2017
None						

Summary Budget Department 04 Human Resources							
	2012 Actual	2013 Actual	2014 Actual	2014 Adopted	2015 Adopted	2016 Proposed	2017 Proposed
Expenditures:							
Salaries & Wages	261,674	275,147	312,230	327,935	338,440	357,145	372,915
Emp. Benefits	76,997	83,196	98,813	110,718	115,060	121,185	125,375
Supplies	643	592	993	225	300	300	450
Contractual Serv.	73,127	26,948	14,427	36,354	26,355	25,355	26,355
Training/Travel/Dues	4,317	3,988	7,136	5,714	4,440	5,270	5,270
Other Exp.	3,169	10,630	9,961	12,750	16,700	21,550	21,900
Capital outlay	-	-		-	-	-	-
	419,927	400,501	443,560	493,696	501,295	530,805	552,265
Net addition to (use of) general revenues	(419,927)	(400,501)	(443,560)	(493,696)	(501,295)	(530,805)	(552,265)

2016 CAPITAL OUTLAY: none

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
HUMAN RESOURCES/FRONT DESK

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6110 - SALARY-REGULAR EMPLOYEES	314,238	309,001	317,615	164,060	339,735	339,735	356,505	356,505
6112 - SALARY-SEASONAL TEMP	0	0	0	0				
6113 - OVERTIME-REGULAR EMPLOYEES	3,000	5,313	2,000	1,640	2,000	2,000	4,000	4,000
6121 - INSURANCE CASH BENEFIT		2,614		1,354				
6122 - COMP REQUEST		-4,699		-1,600				
6123 - SALARY-OTHER	10,697		18,825		15,410	15,410	12,410	12,410
6124 - OVERTIME-SEASONAL TEMP		0		0				
6105 - SALARIES AND WAGES	**327,935**	**312,230**	**338,440**	**165,454**	**357,145**	**357,145**	**372,915**	**372,915**
6138 - MEDICARE	4,741	4,470	4,910	2,378	5,180	5,180	5,380	5,380
6139 - FICA	20,270	19,111	20,985	10,168	22,140	22,140	22,995	22,995
6141 - PENSIONS-PERA	23,703	22,489	25,380	12,307	26,785	26,785	27,820	27,820
6142 - WORKERS COMPENSATION	1,962	1,886	1,655	912	1,835	1,835	2,100	2,100
6144 - LONG-TERM DISABILITY INSURANCE	942	839	930	462	985	985	1,020	1,020
6145 - MEDICAL INSURANCE	59,100	43,355	61,200	23,965	64,260	64,260	66,060	66,060
6146 - DENTAL INSURANCE	0	5,058	0	2,911				
6147 - LIFE INSURANCE-BASIC		52		15				
6148 - LIFE INSURANCE-SUPP/DEPEND		1,552		1,167				
6125 - EMPLOYEE BENEFITS	**110,718**	**98,813**	**115,060**	**54,284**	**121,185**	**121,185**	**125,375**	**125,375**
6100 - TOTAL PERSONNEL SERVICES	**438,653**	**411,042**	**453,500**	**219,738**	**478,330**	**478,330**	**498,290**	**498,290**
6210 - OFFICE SUPPLIES	75	909	150	122	150	150	300	300
6215 - EQUIPMENT-PARTS		85		0				
6229 - GENERAL SUPPLIES	150	0	150	201	150	150	150	150
6205 - SUPPLIES	**225**	**993**	**300**	**323**	**300**	**300**	**450**	**450**
6235 - CONSULTANT SERVICES	31,000	13,799	21,000	20,770	21,000	20,000	21,500	21,000
6238 - POSTAGE/UPS/FEDEX	554	101	555	20	555	555	555	555
6239 - PRINTING	1,000	435	1,000	475	1,000	1,000	1,000	1,000
6249 - OTHER CONTRACTUAL SERVICES	3,800	91	3,800	0	3,800	3,800	3,800	3,800
6230 - CONTRACTUAL SERVICES	**36,354**	**14,427**	**26,355**	**21,265**	**26,355**	**25,355**	**26,855**	**26,355**
6260 - REPAIRS AND MAINTENA	**0**	**0**	**0**	**0**				
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	1,950	2,976	1,950	1,770	1,950	2,750	2,750	2,750
6276 - SCHOOLS/CONFERENCES/EXP OTHER	2,575	2,481	800	0	800	800	800	800
6277 - MILEAGE/AUTO ALLOWANCE	50	78	50	0	50	50	50	50
6280 - DUES & SUBSCRIPTIONS	1,139	1,601	1,640	919	1,670	1,670	1,670	1,670
6270 - TRNG/TRAVL/DUES/UNIF	**5,714**	**7,136**	**4,440**	**2,689**	**4,470**	**5,270**	**5,270**	**5,270**
6200 - TOTAL OPERATING COSTS	**42,293**	**22,556**	**31,095**	**24,277**	**31,125**	**30,925**	**32,575**	**32,075**
6399 - OTHER CHARGES	12,750	9,961	16,700	7,172	18,450	21,550	20,300	21,900
6301 - OTHER EXPENDITURES	**12,750**	**9,961**	**16,700**	**7,172**	**18,450**	**21,550**	**20,300**	**21,900**
6300 - TOTAL OTHER EXPENDITURES	**12,750**	**9,961**	**16,700**	**7,172**	**18,450**	**21,550**	**20,300**	**21,900**
6725 - CAPITAL OUTLAY-OFFICE EQUIP	0	0	0	0			2,750	0
6701 - TOTAL CAPITAL OUTLAY	**0**	**0**	**0**	**0**			**2,750**	**0**
6700 - TOTAL CAPITAL OUTLAY	**0**	**0**	**0**	**0**			**2,750**	**0**
	493,696	**443,559**	**501,295**	**251,187**	**527,905**	**530,805**	**553,915**	**552,265**

DEPT 04: HUMAN RESOURCES/FRONT DESK - 1020 & 1021

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 FROM 15-16 BUDGET	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
	SALARIES								
6110	Regular Employees	314,238	317,615	317,615	339,735	339,735	339,735	356,505	356,505
6111	Salary-Parttime								
6112	Salary-Seasonal Temp								
6113	Overtime - Reg	3,000	2,000	4,000	2,000	2,000	2,000	4,000	4,000
6123	Salaries - Other	10,697	18,825	18,825	15,410	15,410	15,410	12,410	12,410
6138	Medicare	4,741	4,910	4,910	5,180	5,180	5,180	5,380	5,380
6139	FICA	20,270	20,985	20,985	22,140	22,140	22,140	22,995	22,995
6141	Pension - PERA	23,703	25,380	25,380	26,785	26,785	26,785	27,820	27,820
6142	Work Comp Ins	1,962	1,655	1,655	1,835	1,835	1,835	2,100	2,100
6144	Long-term Disability Insurance	942	930	930	985	985	985	1,020	1,020
6145	Hospital & Life Insurance	59,100	61,200	61,200	64,260	64,260	64,260	66,060	66,060
	Total	438,653	453,500	455,500	478,330	478,330	478,330	498,290	498,290
6210	**OFFICE SUPPLIES**								
	Miscellaneous	75	150	300	150	150	150	300	300
	Total	75	150	300	150	150	150	300	300
6229	**GENERAL SUPPLIES**								
	Miscellaneous	150	150	50	150	150	150	150	150
	Total	150	150	50	150	150	150	150	150
6235	**CONSULTANT SERVICES**								
	Staff Training and Development	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
	Short-term Disability case manager	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000
	Other (Special Legal)	5,000	5,000	5,000	5,000	5,000	4,000	5,000	4,500
	Other (Special Selection)	5,000	5,000	3,000	5,000	5,000	5,000	5,000	5,000
	Benefits Consultant	-	-	-	-	-	-	-	-
	Job Evaluation Consultant	10,000	-	-	-	-	-	-	-
	Safety Consultant	3,000	3,000	3,500	3,000	3,000	3,000	3,500	3,500
	Negotiations Consultant	-							
	Total	31,000	21,000	19,500	21,000	21,000	20,000	21,500	21,000
6238	**POSTAGE/UPS/FEDEX**								
	City Wide P.O. Box	504	505	505	505	505	505	505	505
	Courier/Other	50	50	50	50	50	50	50	50
	Total	554	555	555	555	555	555	555	555
6239	**PRINTING/PUBLISHING**								
	City Wide Recruitment (Ads etc.)	1,000	1,000	750	1,000	1,000	1,000	1,000	1,000
	General-recruitment brochures, apps		-	-	-	-	-	-	-
	Total	1,000	1,000	750	1,000	1,000	1,000	1,000	1,000
6249	**OTHER CONTRACTUAL SERVICES**								
	NEOGov Software Maint	3,800	3,800	3,800	3,800	3,800	3,800	3,800	3,800
	Scanning licenses MOVED fr 6249								
	On-line benefits enrollment software	-	-	-	-	-	-	-	-
	Total	3,800	3,800	3,800	3,800	3,800	3,800	3,800	3,800
6275	**SCHOOL/CONF/EXP - LOCAL**								
	Staff Training and Development	-	-	-	-	-		-	-
	Misc Workshops	1,200	1,200	2,000	1,200	1,200	2,000	2,000	2,000
	Misc Meetings	750	750	700	750	750	750	750	750
	Total	1,950	1,950	2,700	1,950	1,950	2,750	2,750	2,750
6276	**SCHOOL/CONF/EXP - OTHER**								
	Regional Conf.	1,775	-	-	-	-	-	-	-
	MPELRA Summer Conf	800	800	850	800	800	800	800	800
	Total	2,575	800	850	800	800	800	800	800
6277	**MILEAGE ALLOWANCE**								
	Miscellaneous Mileage	50	50	50	50	50	50	50	50
	Total	50	50	50	50	50	50	50	50
6280	**DUES & SUBSCRIPTIONS**								
	N/MPELRA	175	200	200	200	200	200	200	200
	IPMA-National	140	150	150	150	150	150	150	150
	IPMA-Local chapter	25	25	25	25	25	25	25	25
	APA-National	219	220	220	220	220	220	220	220
	APA-Local chapter	50	50	50	50	50	50	50	50
	SHRM	180	180	180	180	180	180	180	180
	MN Safety Council	-	465	495	465	495	495	495	495
	Misc Publications	350	350	310	350	350	350	350	350
	Total	1,139	1,640	1,630	1,640	1,670	1,670	1,670	1,670
6399	**OTHER CHARGES**								
	Recognition Program (1025-6399)	3,500	3,500	3,550	3,500	3,500	3,500	5,000	3,500
	Recognition Event (1025-6399)		4,000	3,950	4,000	4,000	4,000	4,000	4,000
	Employee Gatherings	250	200	50	200	200	200	200	200
	Volunteer Coordinator Program	6,000	6,000	7,200	6,000	7,750	10,850	8,100	11,200
	Wellness Program (To Self Ins Fund)	-	-	-	-	-	-	-	-
	Safety Committee	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000
	Total	12,750	16,700	17,750	16,700	18,450	21,550	20,300	21,900
6725	**CAPITAL OUTLAY - OFFICE EQUIP**								
	Ergo workstation improvements - PB							750	-
	Chairs (4): Frnt Dsk 2, PB, MT							2,000	-
	Scanning licenses MOVED TO 6249								
	Total	-	-	-	-	-	-	2,750	-
	Total Net of Personnel	55,043	47,795	47,935	47,795	49,575	52,475	55,625	53,975
	TOTAL EXPENSES	493,696	501,295	503,435	526,125	527,905	530,805	553,915	552,265

COMPANY	DEPARTMENT	BUSINESS UNIT	ACTIVITY
1000	05	1030	Information Technology

DESCRIPTION OF ACTIVITY

The Information Technology division is responsible for enabling and enhancing efficient business processes through the adoption and management of technology-related resources. The division's core services include user application support, workstation provisioning and management, wired and wireless network and infrastructure administration, software lifecycle management, security and risk management, telecommunications administration, print and media management, and backup and recovery services.

MAJOR OBJECTIVES FOR 2016

The employees covered under this company provide the daily care and maintenance to the hardware, software, network infrastructure, and user support. In addition to the routine daily assignments, major goals for 2016 include:

1. Implement Office 365 and hosted SharePoint portal.
2. Replace approximately one half of the City's existing 30+ Panasonic Toughbook laptop computers in use within Public Safety vehicles.
3. Upgrade and replace approximately 60 desktop computer workstations as planned in the annual replacement cycle and lifecycle management plan.
4. Explore, test and pilot Windows 10 operating system environment.
5. Assist various departments with line-of-business application implementations and upgrades.

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Actual 2013	Projected 2014	Projected 2015	Projected 2016
Number of user accounts	376	380	380	380
Number of PC's and Laptops supported	263	270	270	278
Number of servers	32	32	32	32
Number of network nodes (firewalls, switches, APs, WLCs, bridges, etc.)	50	54	54	60
Number of sites supported	20	20	20	20
Number of printers, copiers, scanners, fax	92	90	80	80
Number of VoIP phones & devices	330	330	300	275
Number of PC applications supported	130	130	130	130
Number of projects worked on	32	28	30	30
Size of weekly backups (GB)	1800	2200	3000	3300
Number of Web HelpDesk requests	900	840	860	800

Regular Status Personnel Schedule –FTE's					
Position Title	Adopted 2013	Adopted 2014	Adopted 2015	Proposed 2016	Proposed 2017
IT Manager	1	1	1	1	1
IT Network Specialist	1	1	1	1	1
IT PC Specialist	1	1	1	1	1
IT Technician	-	1	1	1	1

Temporary Status Personnel Schedule					
Position Title	Adopted 2013	Adopted 2014	Adopted 2015	Proposed 2016	Proposed 2017
Summer Intern	1	0	0	0	0

BUDGET SUMMARY:

Department 05 Information Technology							
	2012 Actual	2013 Actual	2014 Actual	2014 Adopted	2015 Adopted	2016 Proposed	2017 Proposed
Expenditures:							
Salaries & Wages	233,014	236,924	271,466	287,132	297,435	310,925	320,285
Emp. Benefits	69,610	71,875	85,601	97,085	102,255	107,045	110,820
Supplies	20,189	14,041	10,135	11,500	9,500	12,800	12,500
Contractual Serv.	170,160	139,676	175,781	157,544	153,480	152,480	160,780
Repairs & Maint.	6,587	5,760	6,404	6,800	6,800	7,000	7,000
Training/Travel/Dues	13,965	11,599	11,496	20,120	23,620	19,820	19,220
Other Exp.	10,606	17,815	10,370	11,000	13,000	8,200	8,200
Capital outlay	35,047	173,307	89,680	112,900	129,200	126,900	149,200
Net addition to (use of) general revenues	559,178	670,997	660,933	704,081	735,290	745,170	788,005

CAPITAL OUTLAY:

CAPITAL OUTLAY - OFFICE EQUIP	2013 Adopted	2014 Adopted	2015 Proposed	2016 Proposed	2017 Proposed
Printer Replacements	6,000	6,000	-	-	-
Server/Workstation Hardware Upgrades	30,000	54,000	54,000	59,000	60,000
Server/Workstation Software	1,000	-	-	-	-
Cisco Networking Switch Upgrades/Replacements	70,000	40,000	-	-	11,200
Virtual Desktop Environment	5,000	-	-	-	-
SAN (Storage Area Network)	-	18,000	6,000	-	18,000
AMAG Card Access Software Upgrade	-	-	4,400	-	-
Network Expansion: Ice Arena ('10) /Aquatic Center ('12)	-	-	-	-	-
Cisco Wireless Access Points/Mgmt.	1,200	4,800	4,800	6,400	-
Toughbook Laptop Replacement	6,800	-	60,000	60,000	60,000
Agenda Management Software/Hardware	24,000	-	-	-	-
UPS Replacement Batteries	-	-	-	-	-
Overall Sales Tax Savings	-	(9,900)	-	-	-
Total	144,000	112,900	129,200	125,400	149,200

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
INFORMATION TECHNOLOGY

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6110 - SALARY-REGULAR EMPLOYEES	279,541	269,359	286,155	123,543	297,655	297,655	310,530	310,530
6112 - SALARY-SEASONAL TEMP	0	1,295	0	738				
6113 - OVERTIME-REGULAR EMPLOYEES	2,000	108	2,000	1,297	2,000	2,000	2,000	2,000
6121 - INSURANCE CASH BENEFIT		703		60				
6122 - COMP REQUEST	0	0	0	0				
6123 - SALARY-OTHER	5,591		9,280		11,270	11,270	7,755	7,755
6124 - OVERTIME-SEASONAL TEMP		0		0				
6105 - SALARIES AND WAGES	**287,132**	**271,466**	**297,435**	**125,638**	**310,925**	**310,925**	**320,285**	**320,285**
6138 - MEDICARE	4,163	3,755	4,315	1,701	4,505	4,505	4,645	4,645
6139 - FICA	17,802	16,055	18,440	7,271	19,275	19,275	19,860	19,860
6141 - PENSIONS-PERA	20,817	19,166	22,305	9,363	23,315	23,315	24,020	24,020
6142 - WORKERS COMPENSATION	1,576	1,460	1,475	706	1,615	1,615	1,835	1,835
6144 - LONG-TERM DISABILITY INSURANCE	827	707	820	349	855	855	880	880
6145 - MEDICAL INSURANCE	51,900	40,132	54,900	20,078	57,480	57,480	59,580	59,580
6146 - DENTAL INSURANCE	0	3,720	0	1,821				
6147 - LIFE INSURANCE-BASIC		39		9				
6148 - LIFE INSURANCE-SUPP/DEPEND		568		16				
6125 - EMPLOYEE BENEFITS	**97,085**	**85,601**	**102,255**	**41,315**	**107,045**	**107,045**	**110,820**	**110,820**
6100 - TOTAL PERSONNEL SERVICES	**384,217**	**357,068**	**399,690**	**166,953**	**417,970**	**417,970**	**431,105**	**431,105**
6210 - OFFICE SUPPLIES	1,500	234	1,500	740	1,800	1,800	1,500	1,500
6211 - SMALL TOOLS & EQUIPMENT	8,000	9,013	6,000	1,956	6,000	9,000	6,000	9,000
6215 - EQUIPMENT-PARTS		3		65				
6229 - GENERAL SUPPLIES	2,000	885	2,000	942	6,000	2,000	6,000	2,000
6205 - SUPPLIES	**11,500**	**10,135**	**9,500**	**3,704**	**13,800**	**12,800**	**13,500**	**12,500**
6235 - CONSULTANT SERVICES	0	0	0	709			3,000	3,000
6237 - TELEPHONE/PAGERS	19,200	17,958	18,700	9,139	19,400	19,400	19,500	19,500
6238 - POSTAGE/UPS/FEDEX	100	0	100	0	100	100	100	100
6239 - PRINTING	100	86	0	28				
6240 - CLEANING SERVICE/GARBAGE	400	125	600	0	800	300	800	300
6249 - OTHER CONTRACTUAL SERVICES	137,744	157,611	134,080	81,075	137,680	132,680	137,880	137,880
6230 - CONTRACTUAL SERVICES	**157,544**	**175,781**	**153,480**	**90,950**	**157,980**	**152,480**	**161,280**	**160,780**
6265 - REPAIRS-EQUIPMENT	6,800	6,404	6,800	2,318	7,400	7,000	7,000	7,000
6260 - REPAIRS AND MAINTENA	**6,800**	**6,404**	**6,800**	**2,318**	**7,400**	**7,000**	**7,000**	**7,000**
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	4,000	0	4,400	0	400	400	2,400	400
6276 - SCHOOLS/CONFERENCES/EXP OTHER	11,500	7,788	11,800	0	11,800	11,800	11,800	11,800
6277 - MILEAGE/AUTO ALLOWANCE	4,020	3,557	4,020	1,583	4,020	4,020	4,020	4,020
6278 - SUBSISTENCE ALLOWANCE	600	0	600	0	600	600		
6280 - DUES & SUBSCRIPTIONS	0	150	2,800	0	3,000	3,000	3,000	3,000
6270 - TRNG/TRAVL/DUES/UNIF	**20,120**	**11,496**	**23,620**	**1,583**	**19,820**	**19,820**	**21,220**	**19,220**
6200 - TOTAL OPERATING COSTS	**195,964**	**203,816**	**193,400**	**98,554**	**199,000**	**192,100**	**203,000**	**199,500**
6310 - RENTAL EXPENSE	11,000	9,532	13,000	4,354	8,200	8,200	8,200	8,200
6333 - GENERAL-CASH DISCOUNTS		0		0				
6349 - LATE FEES/FINANCE CHARGES		3		84				
6399 - OTHER CHARGES		835		0				
6301 - OTHER EXPENDITURES	**11,000**	**10,370**	**13,000**	**4,438**	**8,200**	**8,200**	**8,200**	**8,200**
6300 - TOTAL OTHER EXPENDITURES	**11,000**	**10,370**	**13,000**	**4,438**	**8,200**	**8,200**	**8,200**	**8,200**
6720 - CAPITAL OUTLAY-FURNITURE & FIX	0		0					

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
INFORMATION TECHNOLOGY

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6725 - CAPITAL OUTLAY-OFFICE EQUIP	112,900	89,680	129,200	86,018	126,900	126,900	149,200	149,200
6735 - CAPITAL OUTLAY-OTHER IMPROVEME		0		1,700				
6701 - TOTAL CAPITAL OUTLAY	**112,900**	**89,680**	**129,200**	**87,718**	**126,900**	**126,900**	**149,200**	**149,200**
6700 - TOTAL CAPITAL OUTLAY	**112,900**	**89,680**	**129,200**	**87,718**	**126,900**	**126,900**	**149,200**	**149,200**
	704,081	**660,934**	**735,290**	**357,664**	**752,070**	**745,170**	**791,505**	**788,005**

CITY OF APPLE VALLEY
2016 BUDGET
ACCOUNT DETAIL

DEPT 05: INFORMATION TECHNOLOGY - 1030

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
6110	**SALARIES**							
	Regular Employees	279,541	286,155	286,155	297,655	297,655	310,530	310,530
6112	Salary-Seasonal Temp (Intern)	-	-	-	-	-	-	-
6113	Overtime - Reg	2,000	2,000	2,000	2,000	2,000	2,000	2,000
6123	Salaries - Other	5,591	9,280	9,280	11,270	11,270	7,755	7,755
6138	Medicare	4,163	4,315	4,315	4,505	4,505	4,645	4,645
6139	FICA	17,802	18,440	18,440	19,275	19,275	19,860	19,860
6141	Pension - PERA	20,817	22,305	22,305	23,315	23,315	24,020	24,020
6142	Work Comp Ins	1,576	1,475	1,475	1,615	1,615	1,835	1,835
6144	Long-term Disability Insurance	827	820	820	855	855	880	880
6145	Hospital & Life Insurance	51,900	54,900	54,900	57,480	57,480	59,580	59,580
	Total	384,217	399,690	399,690	417,970	417,970	431,105	431,105
6210	**OFFICE SUPPLIES**							
	Miscellaneous Supplies	1,500	1,500	1,800	1,800	1,800	1,500	1,500
	Total	1,500	1,500	1,800	1,800	1,800	1,500	1,500
6211	**SMALL TOOLS & EQUIP.**							
	Miscellaneous Equip.	8,000	6,000	6,000	6,000	9,000	6,000	9,000
	Total	8,000	6,000	6,000	6,000	9,000	6,000	9,000
6229	**GENERAL SUPPLIES**							
	Miscellaneous Technology Items	2,000	2,000	5,000	6,000	2,000	6,000	2,000
	Total	2,000	2,000	5,000	6,000	2,000	6,000	2,000
6235	**CONSULTANT SERVICES**							
	Miscellaneous	-	-	6,000	-	-		
	Sharepoint/Cloud Consultant	-	-		-	-		
	LOGIS	-	-	2,400	-		3,000	3,000
	Total	-	-	8,400	-	-	3,000	3,000
6237	**TELEPHONE/PAGERS**							
	Cellular Phones	2,600	2,600	2,600	2,900	2,900	3,000	3,000
	Mobile Wireless Data	1,000	500	500	500	500	500	500
	Frontier - T1 (Valleywood & Ice Arena)							
	removed T1 s/b in Enterprise funds							
	Primary Interface (Zayo/Frontier)	15,600	15,600	16,000	16,000	16,000	16,000	16,000
	Total	19,200	18,700	19,100	19,400	19,400	19,500	19,500
6238	**POSTAGE/UPS/FEDEX**							
	Shipping	100	100	100	100	100	100	100
	Total	100	100	100	100	100	100	100
6239	**PRINTING/PUBLISHING**							
	Various	100	-	-	-	-	-	-
	Total	100	-	-	-	-	-	-
6240	**CLEANING/GARBAGE SERVICES**							
	Electronics Recycling	400	600	-	800	300	800	300
	Total	400	600	-	800	300	800	300
6249	**OTHER CONTRACTUAL SERVICES**							
	Cisco Smartnet Maintenance	9,500	9,500	10,500	10,500	10,500	10,500	10,500
	Microsoft Software Licensing	48,000	48,000	48,000	48,000	48,000	48,000	48,000
	Laserfiche Annual Maintenance	12,000	12,000	12,000	12,000	12,000	12,000	12,000
	Email Filter Maintenance (3yr begin 2014)	2,500	-	-	-	-	-	-
	Web Filter Maintenance (3yr begin 2014)	7,700	-	-	-	-	-	-
	CommVault Annual Maintenance	7,800	7,800	9,300	7,800	7,800	7,800	7,800
	LANDesk Annual Maintenance	6,000	6,600	4,600	6,600	6,600	6,600	6,600
	AntiVirus (Trend) Annual Maintenance	3,300	3,300	3,300	3,300	3,300	3,300	3,300
	Vmware Annual Maintenance	4,300	4,600	4,600	4,600	4,600	4,600	4,600
	HP SAN Annual Maintenance	7,000	7,000	7,000	7,000	7,000	7,000	7,000
	Server Software Maint. (WebHelpDesk, Nin	800	900	1,500	1,500	1,500	1,500	1,500
	ESRI Software Maintenance (6 license)	3,900	3,400	3,400	3,400	3,400	3,400	3,400
	Fiber Optic Locating Services (ISD196 + MF	9,200	9,200	9,000	9,200	9,200	9,200	9,200
	Wufoo Annual Subscription	360	360	360	360	360	360	360
	MailChimp Email Campaign Subscription	360	360	360	360	360	360	360
	Matrix Phone System Annual Maintenance	10,600	-	6,000	11,000	6,000	11,000	11,000
	Matrix Laser Care - Printer Maint. & Toner	4,000	4,000	4,000	4,000	4,000	4,000	4,000
	Ricoh - Maint. & Toner	1,000	500	300	300	300	300	300
	Adobe Creative Cloud Subscription	360	360	360	360	360	360	360
	Konica Wide Format Prtr Maintenance	600	-	-	-	-	-	-
	MDM Add-on Subscription	2,800	3,000		3,000	3,000	3,000	3,000
	Web Hosting - CivicPlus	3,800	4,200	4,200	4,400	4,400	4,600	4,600
	Agenda Management - NovusAGENDA		9,000	8,700	9,000	9,000	8,000	8,000
	Sales tax savings	(8,136)						
	Total	137,744	134,080	137,480	137,680	132,680	137,880	137,880

CITY OF APPLE VALLEY
2016 BUDGET
ACCOUNT DETAIL

DEPT 05: INFORMATION TECHNOLOGY - 1030

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
6265	**REPAIRS - EQUIPMENT**							
	Ricoh (Color Printers)	-	-					
	Konica-Minolta Service	6,000	6,000	6,600	6,600	6,200	6,600	6,600
	Other Not Contracted	800	800	400	800	800	400	400
	Total	6,800	6,800	7,000	7,400	7,000	7,000	7,000
6275	**SCHOOL/CONF/EXP - LOCAL**							
	IT Technical Training	4,000	4,000	-	-	-	-	-
	Gov't/IT Workshops	-	400	400	400	400	400	400
	End User Training (Office, Windows)	-	-		-	-	2,000	
	Total	4,000	4,400	400	400	400	2,400	400
6276	**SCHOOL/CONF/EXP - OTHER**							
	IT Symposium Gartner Conference	4,500	4,600	4,600	4,600	4,600	4,600	4,600
	WinConnections Training Conference	3,500	3,600	3,600	3,600	3,600	3,600	3,600
	VMworld/InterOp Training Conference	3,500	3,600	3,600	3,600	3,600	3,600	3,600
	Total	11,500	11,800	11,800	11,800	11,800	11,800	11,800
6277	**MILEAGE ALLOWANCE**							
	IT Mgr Car Allowance ($275 Per Month)	3,300	3,300	3,300	3,300	3,300	3,300	3,300
	IT Tech Mileage Reimbursement	240	240	240	240	240	240	240
	IT Tech Mileage Reimbursement	240	240	240	240	240	240	240
	IT Tech/Intern Mileage Reimbursement	240	240	240	240	240	240	240
	Total	4,020	4,020	4,020	4,020	4,020	4,020	4,020
6278	**SUBSISTANCE ALLOWANCE**	600	600		600	600		
	Total	600	600	-	600	600	-	-
6280	**DUES & SUBSCRIPTIONS**							
	CBT Nuggets Subsription		2,800	2,000	3,000	3,000	3,000	3,000
	Total	-	2,800	2,000	3,000	3,000	3,000	3,000
6310	**RENTAL EXPENSE**							
	Multifunction Copiers (Municipal Center)	11,000	13,000	11,000	8,200	8,200	8,200	8,200
	1 KonicaMinolta Color Copier/Printer	-	-		-	-		
	Total	11,000	13,000	11,000	8,200	8,200	8,200	8,200
6725	**CAPITAL OUTLAY - OFFICE EQUIP**							
	Printer Replacements	6,000	-	4,000	-			
	Server/Workstation Hardware Upgrades	54,000	54,000	90,000	59,000	59,000	60,000	60,000
	Server/Workstation Software	-	-		-	-		
	Cisco Networking Switch Upgrades/Replace	40,000	-	15,000	-	-		
	Cisco Ironport Web/Email Appliance	-	-		-	-	11,200	11,200
	Virtual Desktop Environment	-	-		-	-		
	SAN (Storage Area Network)	18,000	6,000	6,000	-	-	18,000	18,000
	AMAG Card Access Software Upgrade	-	4,400	2,500	-	-		
	Cisco Wireless Access Points/Mgmt.	4,800	4,800	4,800	6,400	6,400		
	Toughbook Laptop Replacement	-	60,000	6,000	60,000	60,000	60,000	60,000
	Agenda Management Software/Hardware	-	-		-	-		
	IT Server Racks & Furniture	-	-	2,600	1,500	1,500		
	Phone System Replacement		-		-	-		
	UPS Replacement Batteries	-	-	9,000				
	Sales tax savings	(9,900)						
	Total	112,900	129,200	139,900	126,900	126,900	149,200	149,200
	Total Net Non-Personnel	319,864	335,600	354,000	334,100	327,200	360,400	356,900
	TOTAL EXPENSES	704,081	735,290	753,690	752,070	745,170	791,505	788,005

COMPANY	DEPARTMENT	BUSINESS UNIT	ACTIVITY
1000	16	1060	General Government Buildings

DESCRIPTION OF ACTIVITY

General Government Buildings reflects the expenses required to operate and maintain the Apple Valley Municipal Center, which includes both the City Hall portion and the Police Facility portion of the building. The City Hall portion provides Class A office space for Administration, City Council, City Clerk, Human Resources, Finance, Fire, Information Technology, Building Inspections, Community Development, Engineering, and Cable TV functions. It also serves as the main location for the City's public meetings including the City Council and Planning Commission. The Police Facility portion provides office space for the Patrol, Investigations, Records, and Administration functions. It contains secured spaces for the processing, temporary holding, and questioning of criminal suspects.

MAJOR OBJECTIVES FOR 2016

The employees covered under this company provide the daily care and maintenance to the building and grounds. Contractual services are utilized for tasks that can't be performed by the employees.

1. Evaluate maintenance practices and work assignments for improved efficiency and potential cost savings.
2. Develop duty rotation to provide optimum maintenance.

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Actual 2012	Actual 2013	Actual 2014	Projected 2015	Projected 2016
Number of Buildings	1	1	1	1	1
Number of Total Sq. Ft.	73,500	73,500	73,500	73,500	73,500
Number of Finished Sq. Ft.	66,239	66,239	66,239	66,239	66,239
Number of Restrooms	12	12	12	12	12
Number of Locker/ Shower	4	4	4	4	4
Number of Snow/ Ice Events	29	25		40	40

	Regular Status Personnel Schedule –FTE's				
Position Title	Adopted 2012	Adopted 2013	Adopted 2014	Adopted 2015	Adopted 2016
Maintenance Worker II	2	2	2	2	2

Position Title	Adopted 2012	Adopted 2013	Adopted 2014	Proposed 2015	Proposed 2016
			Temporary Status Personnel Schedule		
None					

Summary Budget Department 16 General Government Buildings	2012 Actual	2013 Actual	2014 Actual	2014 Adopted	2015 Adopted	2016 Proposed	2017 Proposed
Revenue:							
Vending Commissions	960	794	644	-	500	700	700
	960	794	644	-	500	700	700
Expenditures:							
Salaries & Wages	117,887	117,662	124,334	117,105	120,795	133,695	136,655
Emp. Benefits	42,493	45,232	47,481	45,972	49,125	51,160	53,110
Supplies	19,153	22,041	18,080	20,675	24,475	26,650	23,800
Contractual Serv.	7,280	7,052	6,613	12,050	17,150	8,025	8,425
Utilities	93,827	105,318	101,382	98,735	98,735	99,000	100,000
Repairs & Maint.	46,298	46,298	55,974	42,940	43,240	38,480	42,550
Training/Travel/Dues	650	3,395	844	750	750	750	-
Other Exp.	957	309	196	-	-	-	
Items for resale	2,783	2,850	3,189	3,000	3,000	2,700	2,700
Capital outlay	23,798	35,500	2,556	2,560	2,560	2,620	2,620
Total Exp	355,126	385,657	360,649	343,787	359,830	363,080	369,860
Net Surplus (deficit)	(354,166)	(384,863)	(360,005)	(343,787)	(359,330)	(362,380)	(369,160)

2016 CAPITAL OUTLAY

VERF Charges for Pool Vehicle $ 2,620

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
GENERAL GOVERNMENT BUILDINGS

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6110 - SALARY-REGULAR EMPLOYEES	109,907	113,806	112,995	57,253	115,820	115,820	190,312	118,700
6111 - SALARY PART-TIME					10,000	10,000	0	10,000
6113 - OVERTIME-REGULAR EMPLOYEES	5,000	14,484	5,000	6,414	5,000	5,000	5,000	5,000
6121 - INSURANCE CASH BENEFIT		0		0				
6122 - COMP REQUEST		-3,956		-3,174				
6123 - SALARY-OTHER	2,198		2,800		2,875	2,875	2,955	2,955
6105 - SALARIES AND WAGES	**117,105**	**124,334**	**120,795**	**60,493**	**133,695**	**133,695**	**198,267**	**136,655**
6138 - MEDICARE	1,698	1,739	1,750	836	1,795	1,795	1,835	1,835
6139 - FICA	7,261	7,437	7,490	3,574	7,670	7,670	7,850	7,850
6141 - PENSIONS-PERA	8,490	9,030	9,060	4,537	9,275	9,275	9,500	9,500
6142 - WORKERS COMPENSATION	3,898	4,206	4,390	2,425	4,720	4,720	5,315	5,315
6144 - LONG-TERM DISABILITY INSURANCE	325	308	335	158	340	340	350	350
6145 - MEDICAL INSURANCE	24,300	21,999	26,100	11,272	27,360	27,360	28,260	28,260
6146 - DENTAL INSURANCE		1,578		873				
6147 - LIFE INSURANCE-BASIC		22		6				
6148 - LIFE INSURANCE-SUPP/DEPEND		1,162		121				
6125 - EMPLOYEE BENEFITS	**45,972**	**47,481**	**49,125**	**23,802**	**51,160**	**51,160**	**53,110**	**53,110**
6100 - TOTAL PERSONNEL SERVICES	**163,077**	**171,815**	**169,920**	**84,295**	**184,855**	**184,855**	**251,377**	**189,765**
6210 - OFFICE SUPPLIES	0	2	0	15				
6211 - SMALL TOOLS & EQUIPMENT	465	1,750	465	796	500	500	750	750
6212 - MOTOR FUELS/OILS	5,075	696	5,075	292	5,100	5,100	5,000	3,500
6215 - EQUIPMENT-PARTS	235	1,603	235	523	250	250	250	250
6216 - VEHICLES-TIRES/BATTERIES		43		0				
6229 - GENERAL SUPPLIES	14,900	13,986	18,700	9,129	20,800	20,800	20,800	19,300
6205 - SUPPLIES	**20,675**	**18,080**	**24,475**	**10,755**	**26,650**	**26,650**	**26,800**	**23,800**
6235 - CONSULTANT SERVICES	200	104	200	102	125	125	125	125
6237 - TELEPHONE/PAGERS	1,900	1,673	2,000	991	2,100	2,100	2,100	2,100
6239 - PRINTING	0	0	0	0				
6240 - CLEANING SERVICE/GARBAGE	9,950	2,632	14,950	1,191	5,800	5,800	6,200	6,200
6249 - OTHER CONTRACTUAL SERVICES		2,204		2,289				
6230 - CONTRACTUAL SERVICES	**12,050**	**6,613**	**17,150**	**4,572**	**8,025**	**8,025**	**8,425**	**8,425**
6255 - UTILITIES-ELECTRIC	63,300	59,586	63,300	18,470	65,000	65,000	65,000	65,000
6256 - UTILITIES-NATURAL GAS	33,000	38,660	33,000	15,689	32,000	32,000	32,000	32,000
6257 - UTILITIES-PROPANE/WATER/SEWER	2,435	3,136	2,435	464	2,000	2,000	3,000	3,000
6250 - UTILITIES	**98,735**	**101,382**	**98,735**	**34,623**	**99,000**	**99,000**	**100,000**	**100,000**
6265 - REPAIRS-EQUIPMENT	1,000	1,262	1,000	14	900	900	100	100
6266 - REPAIRS-BUILDING	41,940	54,712	42,240	21,484	37,580	37,580	42,450	42,450
6260 - REPAIRS AND MAINTENA	**42,940**	**55,974**	**43,240**	**21,498**	**38,480**	**38,480**	**42,550**	**42,550**
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	0	360	0	0				
6280 - DUES & SUBSCRIPTIONS		0		25				
6281 - UNIFORM/CLOTHING ALLOWANCE	750	484	750	346	750	750		
6270 - TRNG/TRAVL/DUES/UNIF	**750**	**844**	**750**	**371**	**750**	**750**		
6200 - TOTAL OPERATING COSTS	**175,150**	**182,893**	**184,350**	**71,819**	**172,905**	**172,905**	**177,775**	**174,775**
6310 - RENTAL EXPENSE		-14		-243				
6330 - SALES/USE TAX		24		0				
6333 - GENERAL-CASH DISCOUNTS		-54		-9				
6349 - LATE FEES/FINANCE CHARGES		0		0				

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
GENERAL GOVERNMENT BUILDINGS

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6399 - OTHER CHARGES		240		100				
6301 - OTHER EXPENDITURES		**196**		**-152**				
6300 - TOTAL OTHER EXPENDITURES		**196**		**-152**				
6540 - TAXABLE MISC FOR RESALE		3,189		1,093				
6545 - NON-TAXABLE MISC FOR RESALE	3,000	0	3,000	0	2,700	2,700	2,700	2,700
6501 - TAXABLE/NON-TAXABLE MISC RESAL	**3,000**	**3,189**	**3,000**	**1,093**	**2,700**	**2,700**	**2,700**	**2,700**
6500 - TOTAL LIQUOR EXPENDITURES	**3,000**	**3,189**	**3,000**	**1,093**	**2,700**	**2,700**	**2,700**	**2,700**
6715 - CAPITAL OUTLAY-BUILDINGS	0	0	0	0			10,000	0
6730 - CAPITAL OUTLAY-TRANSPORTATION		0		0				
6745 - VERF CHARGES	2,560	2,556	2,560	1,065	2,620	2,620	2,620	2,620
6701 - TOTAL CAPITAL OUTLAY	**2,560**	**2,556**	**2,560**	**1,065**	**2,620**	**2,620**	**12,620**	**2,620**
6700 - TOTAL CAPITAL OUTLAY	**2,560**	**2,556**	**2,560**	**1,065**	**2,620**	**2,620**	**12,620**	**2,620**
	343,787	**360,648**	**359,830**	**158,121**	**363,080**	**363,080**	**444,472**	**369,860**

CITY OF APPLE VALLEY
2016 BUDGET
ACCOUNT DETAIL
DEPT 16: GENERAL GOVERNMENT BUILDINGS - 1060

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
	SALARIES							
6110	Regular Employees	109,907	112,995	112,995	115,820	115,820	128,700	118,700
	Add FT Employee (All Benefits Included)		-	-	-	-	61,612	
6111	Seasonal employee in place of mowing				10,000	10,000	-	10,000
6113	Overtime - Reg	5,000	5,000	5,000	5,000	5,000	5,000	5,000
6123	Salaries - Other	2,198	2,800	2,800	2,875	2,875	2,955	2,955
6138	Medicare	1,698	1,750	1,750	1,795	1,795	1,835	1,835
6139	FICA	7,261	7,490	7,490	7,670	7,670	7,850	7,850
6141	Pension - PERA	8,490	9,060	9,060	9,275	9,275	9,500	9,500
6142	Work Comp Ins	3,898	4,390	4,390	4,720	4,720	5,315	5,315
6144	Long-term Disability Insurance	325	335	335	340	340	350	350
6145	Hospital & Life Insurance	24,300	26,100	26,100	27,360	27,360	28,260	28,260
	Total	163,077	169,920	169,920	184,855	184,855	251,377	189,765
6211	**SMALL TOOL & EQUIPMENT**							
	Miscellaneous	465	465	1,000	500	500	750	750
	Total	465	465	1,000	500	500	750	750
6212	**MOTOR FUELS/OILS**							
	City Hall Van (moved from Comm Dev)	1,075	1,075	1,000	1,100	1,100	1,000	1,000
	Emergency Generator	4,000	4,000	4,000	4,000	4,000	4,000	2,500
	Total	5,075	5,075	5,000	5,100	5,100	5,000	3,500
6215	**EQUIPMENT - PARTS**							
		250	250	750	250	250	250	250
		(15)	(15)					
	Total	235	235	750	250	250	250	250
6229	**GENERAL SUPPLIES**							
	Cleaning supplies, hardware, bulbs,	16,000	16,000	16,000	17,000	17,000	17,000	16,000
	filters, paper products, landscape items,	(1,100)	(1,100)	-				
	Furniture-misc		3,800	3,800	3,800	3,800	3,800	3,300
	Total	14,900	18,700	19,800	20,800	20,800	20,800	19,300
6235	**CONSULTANT SERVICES**							
	Drug & hearing testing, immunizations	200	200	125	125	125	125	125
	Total	200	200	125	125	125	125	125
6237	**TELEPHONE/PAGERS**							
	Mobile	-	-					
	Frontier analog lines	2,050	2,150	1,620	1,720	1,720	1,720	1,720
	Cable boxes			380	380	380	380	380
		(150)	(150)					
	Total	1,900	2,000	2,000	2,100	2,100	2,100	2,100
6240	**C. SERVICE/GARBAGE REMOVAL**							
	Trash Removal	1,800	1,800	2,000	1,850	1,850	2,000	2,000
	Rug Service	650	650	700	450	450	700	700
	Additional Contract Cleaning Support	5,000	10,000	10,000	-			
	Lektreiver Maintenance				1,000	1,000	1,000	1,000
	Fire Alarm Testing/ Monitoring	2,500	2,500	2,500	2,500	2,500	2,500	2,500
	Total	9,950	14,950	15,200	5,800	5,800	6,200	6,200
6255	**UTILITIES - ELECTRIC**							
	Municipal Center	66,700	66,700	64,000	65,000	65,000	65,000	65,000
		(3,400)	(3,400)					
	Total	63,300	63,300	64,000	65,000	65,000	65,000	65,000
6256	**UTILITIES - NATURAL GAS**							
	Municipal Center	35,000	35,000	32,000	32,000	32,000	32,000	32,000
		(2,000)	(2,000)	-	-	-	-	-
	Total	33,000	33,000	32,000	32,000	32,000	32,000	32,000
6257	**UTILITIES - OTHER**							
	Municipal Center	2,575	2,575	3,000	2,000	2,000	3,000	3,000
		(140)	(140)	-	-	-	-	-
	Total	2,435	2,435	3,000	2,000	2,000	3,000	3,000
6265	**REPAIRS - EQUIPMENT**							
	Security, generator, and other repair	1,000	1,000	100	900	900	100	100
		(70)	(70)					
	Total	1,000	1,000	100	900	900	100	100
6266	**REPAIRS / MAINT- BUILDINGS**							
	HVAC Repairs	17,500	17,500	15,000	11,000	11,000	15,000	15,000
	HVAC Routine Maintenance	10,000	10,000	10,000	10,000	10,000	10,000	10,000
	Data/ Security/ Fire Suppression	1,100	1,100	2,450	2,450	2,450	2,450	2,450
	Electrical	1,700	1,700	1,750	2,000	2,000	1,750	1,750
	Elevator	6,000	6,300	6,340	6,530	6,530	6,650	6,650
	General Interior	3,000	3,000	3,000	3,000	3,000	3,000	3,000
	General Exterior and Roof	540	540	900	500	500	1,500	1,500
	Other (includes generator service etc.)	1,000	1,000	1,000	1,000	1,000	1,000	1,000
	Window Cleaning	1,100	1,100	1,100	1,100	1,100	1,100	1,100
	Total	41,940	42,240	41,540	37,580	37,580	42,450	42,450

CITY OF APPLE VALLEY
2016 BUDGET
ACCOUNT DETAIL

DEPT 16: GENERAL GOVERNMENT BUILDINGS - 1060

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
6281	**UNIFORM/CLOTHING ALLOWANCE**							
	Uniform Allowance	750	750		750	750		
	Total	750	750	-	750	750	-	-
6545	**NON - TAXABLE MISC 4 RESALE**							
	Pop and Juice	3,000	3,000	2,700	2,700	2,700	2,700	2,700
	Total	3,000	3,000	2,700	2,700	2,700	2,700	2,700
6715	**CAPITAL OUTLAY - BUILDINGS**							
	Generator EPA retrofit							
	19 Area Chair Replacements		above in 6229					
	Bathroom counter replacement		-				10,000	10,000
	Bathroom counter replacement (to Muni Bldg fund)							(10,000)
	Overlay DC Govt. Center Lot		-					
	Front Desk Security Remodel		-					
	Total	-	-	-	-	-	10,000	-
6745	**VEHICLE REPLACEMENT FUND**							
	VERF	2,560	2,560	2,560	2,620	2,620	2,620	2,620
	Total	2,560	2,560	2,560	2,620	2,620	2,620	2,620
	Total Net of Personnel	180,710	189,910	189,775	178,225	178,225	193,095	180,095
	TOTAL EXPENSES	$ 343,787	$ 359,830	$ 359,695	$ 363,080	$ 363,080	$ 444,472	$ 369,860

COMPANY	DEPARTMENT	BUSINESS UNIT	ACTIVITY
1000	08	1035	Finance

DESCRIPTION OF ACTIVITY

Finance is responsible for processing monetary transactions in accordance with Federal, State and local laws and in compliance with Generally Accepted Accounting Standards. Transactions include accounts payable, accounts receivable, investing, special assessments and financial reporting.

The finance function also accounts for the unallocated costs of office supplies within City Hall, postage and the postage machine.

MAJOR OBJECTIVES FOR 2016/17

- Generate financial policies and procedures and offer guidance to other departments
- Maintain the City's Aaa Bond Rating
- Implement efficiencies in the accounts payable function through A/P automation provided through LOGIS offerings.
- Continued implementation of improvements in the Utility Billing area achieving additional efficiencies.
- Work with other departments in developing business plans.
- Implement the JD Edwards Fixed Assets module for remaining funds
- Pursue the opportunities to accept credit cards without increasing the need to add additional processing time
- Continued monitoring and analysis of outstanding debt
- Monitor TIF Fund status
- Provide the financial support to evaluate funding needs and issue debt instruments as needed
- Participate in the GFOA's Certificate of Achievement program for the Annual Financial report and the Operating Budget

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Actual 2012	Actual 2013	Actual 2014	Projected 2015	Projected 2016	Projected 2017
Accounts payable checks	7276	6682	6894	7000	7000	
Purchase Orders Issued	289	264	270	300	300	300
A/R Invoices Processed	411	462	380	500	500	
Receipts Processed	2380	2281	2315	2300	2300	2300
Investment return	2.29%	(2.03)%	3.3%	1.50%	1.50%	1.5%
Moody's Bond Rating	Aaa	Aaa	Aaa	Aaa	Aaa	Aaa
S & P Rating	-	-	-	AAA	AAA	AAA
General City Hall Office Supplies included within Finance Department	$ 39,160	$ 36,567	$ 37,240	$ 38,960	$ 41,960	42,510$

Regular Status Personnel Schedule –FTE's						
Position Title	Adopted 2012	Adopted 2013	Adopted 2014	Proposed 2015	Proposed 2016	Proposed 2017
Finance Director	1	1	1	1	1	1
Assistant Fin. Director	1	1	1	1	1	1
Finance Analyst	-	-	-	1	1	1
Accountant I	1	1	1	1	1	1
Accounting Technician 2	1	1	1	-	-	-
Accounting Technician 1	1	1	1	1	1	1

Summary Budget Department 08 Finance							
	2012 Actual	2013 Actual	2014 Actual	2014 Adopted	2015 Adopted	2016 Proposed	2017 Proposed
Revenue:							
Investment Mgmt Fee	100,000	100,000	100,000	100,000	105,000	110,000	113,000
Charge to Construction Funds	18,171	15,927	-	40,000	50,000	52,500	53,600
Asssment Searches	25	120		-	-	-	
	118,196	116,047	100,000	140,000	155,000	162,500	166,600
Expenditures:							
Salaries & Wages	378,637	335,062	341,940	390,077	416,425	432,460	447,945
Emp. Benefits	108,925	103,275	104,162	130,314	135,205	141,205	146,400
Supplies	8,668	9,724	7,214	9,970	9,970	11,770	9,620
Contractual Serv.	20,578	27,279	23,051	29,150	30,500	32,050	30,280
Repairs & Maint.	168	198	231	200	200	250	200
Training/Travel/Dues	6,227	6,294	4,624	6,440	7,200	7,770	7,925
Other Exp.	5,196	5,303	8,268	5,340	5,760	5,390	5,410
Visa / bank charges	649	-		0	-	-	
Capital outlay	-			-	-	-	
Total Expenses	529,048	487,135	489,490	571,491	605,260	630,895	647,780
Net addition to (use of) general revenues	(410,852)	(371,088)	(389,490)	(431,491)	(450,260)	(468,395)	(481,180)

2016 CAPITAL OUTLAY

None

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
FINANCE

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6110 - SALARY-REGULAR EMPLOYEES	381,938	342,044	405,780	169,955	420,780	420,780	434,810	434,810
6112 - SALARY-SEASONAL TEMP		36		2,322				
6113 - OVERTIME-REGULAR EMPLOYEES	500	652	500	405	500	500	1,000	1,000
6121 - INSURANCE CASH BENEFIT	0	724	0	339				
6122 - COMP REQUEST	0	-1,516	0	-405				
6123 - SALARY-OTHER	7,639		10,145		11,180	11,180	12,135	12,135
6105 - SALARIES AND WAGES	**390,077**	**341,940**	**416,425**	**172,615**	**432,460**	**432,460**	**447,945**	**447,945**
6138 - MEDICARE	5,656	4,708	6,040	2,370	6,270	6,270	6,495	6,495
6139 - FICA	23,907	20,131	25,450	10,134	26,545	26,545	27,305	27,305
6141 - PENSIONS-PERA	28,281	24,773	31,230	12,921	32,435	32,435	33,595	33,595
6142 - WORKERS COMPENSATION	2,340	2,042	2,040	947	2,225	2,225	2,535	2,535
6144 - LONG-TERM DISABILITY INSURANCE	1,130	938	1,145	481	1,190	1,190	1,230	1,230
6145 - MEDICAL INSURANCE	69,000	48,514	69,300	24,379	72,540	72,540	75,240	75,240
6146 - DENTAL INSURANCE	0	2,555	0	1,180				
6147 - LIFE INSURANCE-BASIC		45		12				
6148 - LIFE INSURANCE-SUPP/DEPEND		456		550				
6125 - EMPLOYEE BENEFITS	**130,314**	**104,162**	**135,205**	**52,974**	**141,205**	**141,205**	**146,400**	**146,400**
6100 - TOTAL PERSONNEL SERVICES	**520,391**	**446,102**	**551,630**	**225,589**	**573,665**	**573,665**	**594,345**	**594,345**
6210 - OFFICE SUPPLIES	9,500	6,074	9,500	3,498	11,300	11,300	11,150	9,150
6211 - SMALL TOOLS & EQUIPMENT	250	298	250	0	250	250	250	250
6215 - EQUIPMENT-PARTS	120	68	120	105	120	120	120	120
6229 - GENERAL SUPPLIES	100	774	100	137	100	100	100	100
6205 - SUPPLIES	**9,970**	**7,214**	**9,970**	**3,740**	**11,770**	**11,770**	**11,620**	**9,620**
6235 - CONSULTANT SERVICES	0	438	0	0				
6238 - POSTAGE/UPS/FEDEX	17,800	12,295	18,800	3,759	19,850	19,850	20,850	17,850
6239 - PRINTING	11,350	10,273	11,700	473	12,200	12,200	12,430	12,430
6240 - CLEANING SERVICE/GARBAGE		45		181				
6249 - OTHER CONTRACTUAL SERVICES	0		0					
6230 - CONTRACTUAL SERVICES	**29,150**	**23,051**	**30,500**	**4,413**	**32,050**	**32,050**	**33,280**	**30,280**
6265 - REPAIRS-EQUIPMENT	200	231	200	0	250	250	0	200
6260 - REPAIRS AND MAINTENA	**200**	**231**	**200**	**0**	**250**	**250**	**0**	**200**
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	830	2,087	850	620	870	870	880	880
6276 - SCHOOLS/CONFERENCES/EXP OTHER	3,950	751	4,300	1,149	4,650	4,650	4,745	4,745
6277 - MILEAGE/AUTO ALLOWANCE	50	452	150	105	200	200	200	200
6278 - SUBSISTENCE ALLOWANCE		0	250	0	250	250	250	250
6280 - DUES & SUBSCRIPTIONS	1,610	1,334	1,650	690	1,800	1,800	1,850	1,850
6270 - TRNG/TRAVL/DUES/UNIF	**6,440**	**4,624**	**7,200**	**2,564**	**7,770**	**7,770**	**7,925**	**7,925**
6200 - TOTAL OPERATING COSTS	**45,760**	**35,120**	**47,870**	**10,716**	**51,840**	**51,840**	**52,825**	**48,025**
6310 - RENTAL EXPENSE	5,240	5,226	5,660	1,235	5,290	5,290	5,310	5,310
6333 - GENERAL-CASH DISCOUNTS		-29		-14				
6350 - BANK FEES/CHARGES	100	0	100	0	100	100	100	100
6399 - OTHER CHARGES		3,071	0	0				
6301 - OTHER EXPENDITURES	**5,340**	**8,268**	**5,760**	**1,221**	**5,390**	**5,390**	**5,410**	**5,410**
6300 - TOTAL OTHER EXPENDITURES	**5,340**	**8,268**	**5,760**	**1,221**	**5,390**	**5,390**	**5,410**	**5,410**
6425 - VISA/BANK CHARGES		0		0				
6401 - EXPENDITURES		**0**		**0**				
6400 - TOTAL GOLF EXPENDITURES		**0**		**0**				

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
FINANCE

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6725 - CAPITAL OUTLAY-OFFICE EQUIP	0	0	0	0				
6740 - CAPITAL OUTLAY-MACH/EQ/OTHER				911				
6701 - TOTAL CAPITAL OUTLAY	**0**	**0**	**0**	**911**				
6700 - TOTAL CAPITAL OUTLAY	**0**	**0**	**0**	**911**				
	571,491	**489,490**	**605,260**	**238,437**	**630,895**	**630,895**	**652,580**	**647,780**

CITY OF APPLE VALLEY
2016 BUDGET
ACCOUNT DETAIL

DEPT 08: FINANCE - 1035

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT REQUEST	2017 ADMIN RECOMMEND
	SALARIES							
6110	Regular Employees	381,938	405,780	372,600	420,780	420,780	434,810	434,810
6111	Salary - Part time			-				
6113	Overtime - Regular	500	500	500	500	500	1,000	1,000
6121	Insurance Cash Benefit			-				
6122	Comp request			-				
6123	Salaries - Other	7,639	10,145	8,900	11,180	11,180	12,135	12,135
6138	Medicare	5,656	6,040	5,500	6,270	6,270	6,495	6,495
6139	FICA	23,907	25,450	23,300	26,545	26,545	27,305	27,305
6141	Pension - PERA	28,281	31,230	28,600	32,435	32,435	33,595	33,595
6142	Work Comp	2,340	2,040	1,900	2,225	2,225	2,535	2,535
6144	Long-term Disability Insurance	1,130	1,145	1,100	1,190	1,190	1,230	1,230
6145	Hospital & Life Insurance	69,000	69,300	63,200	72,540	72,540	75,240	75,240
	Total	520,391	551,630	505,600	573,665	573,665	594,345	594,345
6210	**OFFICE SUPPLIES**							
	General Office Supplies	4,000	3,750	3,750	4,150	4,150	4,000	3,000
	Copier Paper	5,500	5,750	5,750	7,150	7,150	7,150	6,150
	Toner							
	Total	9,500	9,500	9,500	11,300	11,300	11,150	9,150
6211	**Small tools**							
		250	250	250	250	250	250	250
	Total	250	250	250	250	250	250	250
6215	**Equipment - Parts**							
	Phone Equip	120	120	120	120	120	120	120
	Total	120	120	120	120	120	120	120
6229	**GENERAL SUPPLIES**							
	Miscellaneous	100	100	100	100	100	100	100
	Headsets							
	Total	100	100	100	100	100	100	100
6238	**POSTAGE/UPS/FEDEX**							
	Postal Permits	200	200	200	250	250	275	275
	Postage	17,500	18,500	18,500	19,500	19,500	20,475	17,475
	Misc. Postal Charges	100	100	100	100	100	100	100
	Total	17,800	18,800	18,800	19,850	19,850	20,850	17,850
6239	**PRINTING/PUBLISHING**							
	Envelopes and Letterhead	4,800	5,100	5,100	5,200	5,200	5,300	5,300
	Receipts, Requisitions, P.O.'s, etc.	1,100	1,100	1,100	1,200	1,200	1,220	1,220
	Printing ; inserts etc.	350	400	400	500	500	510	510
	County Charge for T in T notices	4,000	4,000	4,000	4,100	4,100	4,180	4,180
	Publish Budget, Fin report	1,100	1,100	1,000	1,200	1,200	1,220	1,220
	Total	11,350	11,700	11,600	12,200	12,200	12,430	12,430
6240	**CLEANING / GARBAGE**							
	Shredding			200			-	-
	Total	-	-	200	-	-	-	-
6265	**REPAIRS - EQUIPMENT**							
	Typewriter Maintenance							
	Copier Maintenance							
	Other Repairs	200	200	200	250	250	-	200
	Total	200	200	200	250	250	-	200
6275	**SCHOOL/CONF/EXP - LOCAL**							
	Municipals	180	200	200	220	220	220	220
	Mileage to local training	200	200	200	200	200	200	200
	Other	50	50	50	50	50	50	50
	State GFOA Confer./ Meetings	400	400	200	400	400	410	410
	Total	830	850	650	870	870	880	880
6276	**SCHOOL/CONF/EXP - OTHER**							
	LMC	50	50	-	50	50	50	50
	GFOA Conf	2,500	2,900	1,150	3,200	3,200	3,265	3,265
	Mn GFOA Conf	1,400	1,350	1,350	1,400	1,400	1,430	1,430
	Total	3,950	4,300	2,500	4,650	4,650	4,745	4,745
6277	**MILEAGE ALLOWANCE**							
	Car Allowance / Mileage							
	Miscellaneous	50	150	250	200	200	200	200
	Total	50	150	250	200	200	200	200
6278	**SUBSISTENCE**							
	National GFOA	-	250	250	250	250	250	250
	Total	-	250	250	250	250	250	250

CITY OF APPLE VALLEY
2016 BUDGET
ACCOUNT DETAIL

DEPT 08: FINANCE - 1035

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT REQUEST	2017 ADMIN RECOMMEND
6280	**Dues and Subscriptions**							
	National GFOA	320	330	330	340	340	370	370
	GFOA - CAFR review	500	510	510	550	550	550	550
	GFOA Subscription service (GASB R	60	60	60	60	60	70	70
	State GFOA	120	120	120	150	150	160	160
	Books	100	100	100	100	100	100	100
	MnCPA	260	275	275	300	300	300	300
	MN CPA license	165	170	170	200	200	200	200
	Sam's Club	85	85	85	100	100	100	100
	Total	1,610	1,650	1,650	1,800	1,800	1,850	1,850
6310	**Rental Expense**							
	Postage Meter Maintenance	340	340	340	350	350	350	350
	Postage Meter Lease	4,900	5,320	5,320	4,940	4,940	4,960	4,960
	Total	5,240	5,660	5,660	5,290	5,290	5,310	5,310
6350	**Bank Charges**							
		100	100	-	100	100	100	100
	Total	100	100	-	100	100	100	100
6349	**Late Fees/ Finance Charges**							
	Total	-	-	-	-	-	-	-
	Total Net of Personnel	51,100	53,630	51,730	57,230	57,230	58,235	53,435
	TOTAL EXPENSES	$ 571,491	$ 605,260	$ 557,330	$ 630,895	$ 630,895	$ 652,580	$ 647,780

COMPANY	DEPARTMENT	BUSINESS UNIT	ACTIVITY
1000	09	1040	Data Processing

DESCRIPTION OF ACTIVITY

This business unit accounts for the unallocated costs associated with the LOGIS consortium and the JD Edwards finance software in use. Portions of the cost are allocated to the enterprise funds based on numbers of system users.

MAJOR OBJECTIVES FOR 2016

- Implementation of the Account Payable Automation Project offering through the LOGIS consortium.
- The LOGIS consortium is in the process of re-implementing the Public Safety Module. The implementation of this new software and the annual maintenance costs for this package are included in the budgeted amounts. The initial down payment for the public safety module was paid for out of one-time monies in the GO Closed Bond Fund in 2013. This strategy eliminated the need to increase the budget over the coming five years.
- Fully implement the JDE fixed assets module for General Fixed Assets.
- The budget increases for 2016 reflect an average increase of 11.9%, the individual modules increased at different rates but the largest increase is in the new public safety module, an increase of 17.2%. LOGIS is projecting increases of approximately 4.9% for 2017.These projected increases were included in the proposed 2016 and 2017 budget.

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Actual 2012	Actual 2013	Actual 2014	Projected 2015	Projected 2016	Projected 2017
Number of JD Edwards Licenses / users	11	11	11	11	11	11
Insight GL Inquiry licenses	10	10	10	10	10	10

Summary Budget
Department 09 Data Processing

	2012 Actual	2013 Actual	2014 Actual	2014 Adopted	2015 Adopted	2016 Proposed	2017 Proposed
Expenditures:							
Contractual Serv.	-						-
Other Exp.	182,211	192,047	198,675	197,709	218,610	248,015	263,120
Capital outlay	-						
Net addition to (use of) general revenues	182,211	192,047	198,675	197,709	218,610	248,015	263,120

2016 CAPITAL OUTLAY
None

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
DATA PROCESSING

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6237 - TELEPHONE/PAGERS	0	0	0	0				
6230 - CONTRACTUAL SERVICES	**0**	**0**	**0**	**0**				
6270 - TRNG/TRAVL/DUES/UNIF		**0**		**0**				
6200 - TOTAL OPERATING COSTS	**0**	**0**	**0**	**0**				
6399 - OTHER CHARGES	197,709	198,675	218,610	79,379	258,015	248,015	263,120	263,120
6301 - OTHER EXPENDITURES	**197,709**	**198,675**	**218,610**	**79,379**	**258,015**	**248,015**	**263,120**	**263,120**
6300 - TOTAL OTHER EXPENDITURES	**197,709**	**198,675**	**218,610**	**79,379**	**258,015**	**248,015**	**263,120**	**263,120**
	197,709	**198,675**	**218,610**	**79,379**	**258,015**	**248,015**	**263,120**	**263,120**

CITY OF APPLE VALLEY
2016 BUDGET
ACCOUNT DETAIL

DEPT 09: DATA PROCESSING - 1040

COMPANY 1000: GENERAL FUND

ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
6237	**TELEPHONE/PAGERS**							
	Phone line to Dakota County for parcel info							
	Total	-	-	-	-	-	-	-
6399	**OTHER CHARGES**							
	LOGIS Charges							
	OPEN GOV - Transparency Software	-			10,000			
	AP Automation (includes 20% annual maint)		2,755					
	AP Automation (scanners & maint)		230		450	450	350	350
	PAY MODE / Wells Fargo Payment Mg	600	1,200	1,200	1,320	1,320	1,400	1,400
	Financial	43,719	43,420	43,420	48,200	48,200	50,285	50,285
	AP AUTOMATION - Docusphere				7,890	7,890	7,930	7,930
	HR / Payroll / ESS	56,293	58,650	58,650	62,460	62,460	64,830	64,830
	utility Billing	78,509	83,830	83,830	86,280	86,280	87,540	87,540
	Police Mobiles	25,050	28,450	28,450	31,755	31,755	35,250	35,250
	Fire Mobiles	3,953	4,255	4,255	4,470	4,470	4,580	4,580
	Police records	67,496	78,605	78,605	93,745	93,745	102,180	102,180
	Permits & Inspections	22,017	23,045	23,045	26,800	26,800	27,600	27,600
	Code Enforcement / ePermits	3,360	3,360	3,360	3,360	3,360	3,480	3,480
	State of MN WAN access	3,960	3,840	3,840	3,840	3,840	4,080	4,080
	internet	14,979	16,305	16,305	17,330	17,330	17,850	17,850
	Additional services by hour	2,482	2,600	2,600	2,700	2,700	2,800	2,800
	System Development	22,906	23,125	23,125	24,500	24,500	25,235	25,235
	Public Safety Project Asmt							
	Allocated to other funds							
	Water Sewer	(136,500)	(143,200)	(143,200)	(153,335)	(153,335)	(157,020)	(157,020)
	Liquor	(8,225)	(8,900)	(8,900)	(10,415)	(10,415)	(11,290)	(11,290)
	Ice Arena	(2,890)	(2,960)	(2,960)	(3,335)	(3,335)	(3,960)	(3,960)
	Total	197,709	218,610	215,625	258,015	248,015	263,120	263,120
	Total Net of Personnel	197,709	218,610	215,625	258,015	248,015	263,120	263,120
	TOTAL EXPENSES	$ 197,709	$ 218,610	$ 215,625	$ 258,015	$ 248,015	$ 263,120	$ 263,120

Notes:

COMPANY	DEPARTMENT	BUSINESS UNIT	ACTIVITY
1000	10	1045	Independent Audit

DESCRIPTION OF ACTIVITY

This business unit accounts for the General Fund's share of the annual audit cost. Portions of the audit costs are also allocated to the enterprise funds. The City currently contracts with Malloy Montague Karnowski Radosevich and Company P.A. (MMKR) from Minneapolis for the annual audit. In 2013, Request for Proposals were solicited and resulted in a lower audit fee for the audit performed of the 2013 annual financial statements. The current 3 year agreement includes the audit services of the 2014 and 2015 financial statements in 2015, and 2016 respectively.

MAJOR OBJECTIVES FOR 2016

Work with the current auditor to address comments received regarding segregation of duties identified in the 2014 audit.

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Actual 2011	Actual 2012	Actual 2013	Actual 2014	Projected 2015

Summary Budget
Department 10 Independent Audit

	2012 Actual	2013 Actual	2014 Actual	2014 Adopted	2015 Adopted	2016 Proposed	2017 Proposed
Expenditures:							
Contractual Serv.	15,160	15,491	13,138	15,800	13,000	13,100	13,600
Repairs & Maint.	-	-	-	-	-	-	-
Training/Travel/Dues	-	-	-	-	-	-	-
Other Exp.	-	-	-	-	-	-	-
Capital outlay	-	-	-	-	-	-	-
Total Exp	15,160	15,491	13,138	15,800	13,000	13,100	13,600
Net addition to (use of) general revenues	15,160	15,491	13,138	15,800	13,000	13,100	13,600

2016 CAPITAL OUTLAY

None

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
INDEPENDENT AUDIT

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6235 - CONSULTANT SERVICES	15,800	13,138	13,000	4,773	13,100	13,100	13,600	13,600
6230 - CONTRACTUAL SERVICES	**15,800**	**13,138**	**13,000**	**4,773**	**13,100**	**13,100**	**13,600**	**13,600**
6200 - TOTAL OPERATING COSTS	**15,800**	**13,138**	**13,000**	**4,773**	**13,100**	**13,100**	**13,600**	**13,600**
	15,800	**13,138**	**13,000**	**4,773**	**13,100**	**13,100**	**13,600**	**13,600**

CITY OF APPLE VALLEY
2016 BUDGET
ACCOUNT DETAIL

DEPT 10: INDEPENDENT AUDIT - 1045

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
6235	**CONSULTANT SERVICES**							
	Audit Fee	15,800	13,000	12,500	13,100	13,100	13,600	13,600
	Total	15,800	13,000	12,500	13,100	13,100	13,600	13,600
	Total Net of Personnel	15,800	13,000	12,500	13,100	13,100	13,600	13,600
	TOTAL EXPENSES	$ 15,800	$ 13,000	$ 12,500	$ 13,100	$ 13,100	$ 13,600	$ 13,600

Notes:

COMPANY	DEPARTMENT	BUSINESS UNIT	ACTIVITY
1000	14	1050 & 1055	Legal Services

DESCRIPTION OF ACTIVITY

Legal covers the City's activities related to civil matters and criminal prosecution. The City utilizes the services of a private law firm for these services. The firm provides a retainer fee for both basic civil work and criminal prosecution. Hourly rates are charged to defend against lawsuits, to prepare special projects where it is appropriate for the project to potentially pay for the legal expense, and to appeal criminal cases. Additional reimbursable expenses are also charged against this account.

MAJOR OBJECTIVES FOR 2016

Provide high quality civil legal counsel and criminal prosecution services.

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Actual 2012	Actual 2013	Actual 2014	Projected 2015	Projected 2016
Number of criminal cases reviewed	n/a	251		261	
Number of formal complaints issued	n/a	187		195	
Number of cases opened		838		872	
n/a – past data not readily available					

Key:

- *Number of criminal cases reviewed* means the number of cases the City forwarded to the City Attorney for review for formal charging.
- *Number of formal complaint issued* means the number of cases reviewed that resulted in a formal complaint charge.
- *Number of cases opened* means a file was opened for any misdemeanor and gross misdemeanor offense. The City Attorney also opens files for petty misdemeanors with court trials.

Summary Budget

Department 14 Legal Services

	2012 Actual	2013 Actual	2014 Actual	2014 Adopted	2015 Adopted	2016 Proposed	2017 Proposed
Revenue:							
Court Fines	275,838	255,945	234,843	280,000	280,000	270,000	275,400
	275,838	255,945	234,843	280,000	280,000	270,000	275,400
Expenditures:							
Contractual Serv.	478,309	473,863	495,492	484,000	495,800	509,580	523,772
Total Exp	478,309	473,863	495,492	484,000	495,800	509,580	523,772
Net provision to (use of) general revenues	(202,471)	(217,918)	(260,649)	(204,000)	(215,800)	(239,580)	(248,372)

2015 CAPITAL OUTLAY

None

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
LEGAL SERVICES

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6105 - SALARIES AND WAGES		**0**		**0**				
6125 - EMPLOYEE BENEFITS		**0**		**0**				
6100 - TOTAL PERSONNEL SERVICES		**0**		**0**				
6231 - LEGAL SERVICES	484,000	495,492	495,800	245,384	509,580	509,580	523,772	523,772
6249 - OTHER CONTRACTUAL SERVICES	0	0	0	0				
6230 - CONTRACTUAL SERVICES	**484,000**	**495,492**	**495,800**	**245,384**	**509,580**	**509,580**	**523,772**	**523,772**
6200 - TOTAL OPERATING COSTS	**484,000**	**495,492**	**495,800**	**245,384**	**509,580**	**509,580**	**523,772**	**523,772**
	484,000	**495,492**	**495,800**	**245,384**	**509,580**	**509,580**	**523,772**	**523,772**

CITY OF APPLE VALLEY
2016 BUDGET
ACCOUNT DETAIL

DEPT 14: LEGAL SERVICES- 1050 / 1055

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 DEPT PROP	2016 ADMIN RECOM	2017 DEPT PROP	2017 ADM RECOM
6231	**CONSULTANT SERVICES**							
	General Legal Retainer ($12,331 per mo)	152,500	156,300	156,600	160,990	160,990	165,820	165,820
	Police Legal Retainer ($23,665 per mo)	295,500	303,000	303,600	312,090	312,090	321,453	321,452
	General Legal-Nonretainer	26,000	26,500	26,500	26,500	26,500	26,500	26,500
	Police Legal-Nonretainer	10,000	10,000	10,000	10,000	10,000	10,000	10,000
	Total	484,000	495,800	496,700	509,580	509,580	523,772	523,772
6249	**OTHER CONTRACTUAL SERVICES (reimburseable expenses)**							
	General							
	Police							
	Total	-	-	-	-	-	-	-
	Total Net of Personnel	484,000	495,800	496,700	509,580	509,580	523,772	523,772
	TOTAL EXPENSES	$ 484,000	$ 495,800	$ 496,700	$ 509,580	$ 509,580	$ 523,772	$ 523,772

Notes:

COMPANY	DEPARTMENT	BUSINESS UNIT	ACTIVITY
1000	15	1100	Community Development

DESCRIPTION OF ACTIVITY

The Community Development Department is responsible for short and long term community and project based planning, the planning and zoning review process, code compliance, and economic development. The department promotes, evaluates and monitors commercial development and redevelopment, primarily in the established downtown; industrial development in areas of the City guided by the Comprehensive Plan for job creation; housing development with a range of densities; and the evaluation of new approaches to development: mixed use and/or transit oriented development that creates value in live, work, shop and recreate environments.

MAJOR OBJECTIVES FOR 2016

- Facilitate planning and development in established and emerging industrial, commercial, mixed use, transit oriented and neighborhood areas.
- Facilitate Economic Development Authority (EDA) opportunities to support development; consideration of job development tax increment tools, public/private partnerships, and business assistance as funds are available.
- Launch the "Great Neighborhood" program that enhances homes and neighborhood livability.
- Foster positive business relationships, outreach, and collaboration.
- Facilitate downtown development and redevelopment; priority areas include the southwest and northwest quadrant of CR42 and Cedar Avenue.
- Recommend and implement communication strategies that emphasize the Apple Valley brand and attract national and global business development interests.
- Review and process subdivision, land use, conditional use, and ordinance modifications and facilitate development opportunities.
- Issue economic development updates weekly.
- Pursue federal, state, and regional resources and state legislative initiatives to support objectives.
- Initiate the 2040 Comprehensive Plan Update.

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Actual 2013	Projected 2014	Actual 2014	Projected 2015	Projected 2016
Land Use Actions	55	60	57	65	60
Comm/Industrial Permits	103	90	114	95	100
Value of Comm/Industrial	$24.6 mill	$25 mill	$17.9 mill	$30 mill	$25 mill
Residential Permits	63	60	71	70	70
Value of Residential	$19.3 mill	$60 mill	$54.3 mill	$60 mill	$60 mill
Closed Sales-Residential	877	900	842	900	900

Regular Status Personnel Schedule –FTE's					
Position Title	Adopted 2012	Adopted 2013	Adopted 2014	Adopted 2015	Proposed 2016
Community Development Dir.	1	1	1	1	1
City Planner	1	1	1	1	1
Planner	2	2	2	2	2
Department Assistant	1	1	1	1	1

Summary Budget Department 15 Community Development							
	2012 Actual	2013 Actual	2014 Actual	2014 Adopted	2015 Adopted	2016 Proposed	2017 Proposed
Revenue:							
FEES-PLAT	3,650	4,164	6,059	4,000	4,000	8,200	8,400
FEES-SPECIAL USE	1,060	806	416	1,000	1,000	2,430	2,430
FEES-REZONING	3,850	6,814	14,924	4,000	4,000	8,200	8,400
	8,560	11,784	21,399	9,000	9,000	18,830	19,230
Expenditures:							
Salaries & Wages	416,493	429,668	433,921	430,084	440,750	455,145	466,465
Emp. Benefits	115,095	120,757	125,954	126,725	133,670	139,290	143,250
Supplies	1,264	3,311	933	900	900	900	900
Contractual Serv.	44,612	256,870	33,118	38,700	42,200	70,800	90,700
Repairs & Maint.	106	-	-	425	425	325	325
Training/Travel/Dues	13,037	17,837	13,748	15,850	17,500	18,750	18,750
Other Exp.	598	446	450	-	-	-	
Capital outlay	-	-		-	-	-	
Total Exp	591,205	828,889	608,124	612,684	635,445	685,210	720,390
Net addition to (use of) general revenues	(582,645)	(817,105)	(586,725)	(603,684)	(626,445)	(666,380)	(701,160)

2016 CAPITAL OUTLAY

None

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
COMMUNITY DEVELOPMENT

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6110 - SALARY-REGULAR EMPLOYEES	418,710	428,415	427,075	212,870	475,915	441,205	452,235	452,235
6113 - OVERTIME-REGULAR EMPLOYEES	3,000	3,376	3,000	2,290	3,000	3,000	3,000	3,000
6121 - INSURANCE CASH BENEFIT		2,130		339				
6123 - SALARY-OTHER	8,374		10,675		10,940	10,940	11,230	11,230
6105 - SALARIES AND WAGES	**430,084**	**433,921**	**440,750**	**215,498**	**489,855**	**455,145**	**466,465**	**466,465**
6138 - MEDICARE	6,236	6,122	6,390	3,025	6,600	6,600	6,765	6,765
6139 - FICA	26,388	25,766	26,955	12,934	27,950	27,950	28,455	28,455
6141 - PENSIONS-PERA	31,181	31,361	33,055	16,137	34,135	34,135	34,985	34,985
6142 - WORKERS COMPENSATION	2,581	2,593	2,160	1,188	2,340	2,340	2,640	2,640
6144 - LONG-TERM DISABILITY INSURANCE	1,239	1,174	1,210	603	1,245	1,245	1,285	1,285
6145 - MEDICAL INSURANCE	59,100	52,892	63,900	27,064	67,020	67,020	69,120	69,120
6146 - DENTAL INSURANCE		4,246		2,329				
6147 - LIFE INSURANCE-BASIC		56		15				
6148 - LIFE INSURANCE-SUPP/DEPEND		1,743		737				
6125 - EMPLOYEE BENEFITS	**126,725**	**125,954**	**133,670**	**64,030**	**139,290**	**139,290**	**143,250**	**143,250**
6100 - TOTAL PERSONNEL SERVICES	**556,809**	**559,875**	**574,420**	**279,528**	**629,145**	**594,435**	**609,715**	**609,715**
6210 - OFFICE SUPPLIES	500	512	500	178	500	500	500	500
6211 - SMALL TOOLS & EQUIPMENT		0		0				
6212 - MOTOR FUELS/OILS	0	0	0	0				
6215 - EQUIPMENT-PARTS	0	0	0	0				
6229 - GENERAL SUPPLIES	400	421	400	43	400	400	400	400
6205 - SUPPLIES	**900**	**933**	**900**	**221**	**900**	**900**	**900**	**900**
6231 - LEGAL SERVICES	0	0	0	671				
6235 - CONSULTANT SERVICES	5,500	2,395	5,500	12,615	35,500	35,500	85,500	55,500
6239 - PRINTING	3,200	1,204	3,200	2,007	3,200	3,200	3,200	3,200
6240 - CLEANING SERVICE/GARBAGE	0	0	0	0				
6249 - OTHER CONTRACTUAL SERVICES	30,000	29,518	33,500	-415	32,000	32,100	32,000	32,000
6230 - CONTRACTUAL SERVICES	**38,700**	**33,118**	**42,200**	**14,878**	**70,700**	**70,800**	**120,700**	**90,700**
6250 - UTILITIES	**0**		**0**					
6265 - REPAIRS-EQUIPMENT	425	0	425	0	425	325	425	325
6260 - REPAIRS AND MAINTENA	**425**	**0**	**425**	**0**	**425**	**325**	**425**	**325**
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	4,900	3,917	4,900	1,642	5,400	5,400	5,400	5,400
6276 - SCHOOLS/CONFERENCES/EXP OTHER	3,000	1,368	3,000	350	3,500	3,500	3,500	3,500
6277 - MILEAGE/AUTO ALLOWANCE	2,150	3,532	3,800	1,552	4,300	4,050	4,300	4,050
6278 - SUBSISTENCE ALLOWANCE	750	0	750	0	750	750	750	750
6280 - DUES & SUBSCRIPTIONS	5,050	4,931	5,050	3,512	5,050	5,050	5,050	5,050
6270 - TRNG/TRAVL/DUES/UNIF	**15,850**	**13,748**	**17,500**	**7,056**	**19,000**	**18,750**	**19,000**	**18,750**
6200 - TOTAL OPERATING COSTS	**55,875**	**47,799**	**61,025**	**22,156**	**91,025**	**90,775**	**141,025**	**110,675**
6310 - RENTAL EXPENSE		450		495				
6399 - OTHER CHARGES		0		0				
6301 - OTHER EXPENDITURES		**450**		**495**				
6300 - TOTAL OTHER EXPENDITURES		**450**		**495**				
6745 - VERF CHARGES		0	0	0				
6701 - TOTAL CAPITAL OUTLAY		**0**	**0**	**0**				
6700 - TOTAL CAPITAL OUTLAY		**0**	**0**	**0**				
	612,684	**608,124**	**635,445**	**302,179**	**720,170**	**685,210**	**750,740**	**720,390**

CITY OF APPLE VALLEY
2016 BUDGET
ACCOUNT DETAIL

DEPT 15: COMM DEVELOPMENT - 1100

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 FROM 15-16 BUDGET	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
6110	**SALARIES**								
	Regular Employees	418,710	427,075		441,205	441,205	441,205	452,235	452,235
	NEW Code / Planner Position					34,710			
6111	Salary-Parttime								
6113	Salaries - Overtime	3,000	3,000		3,000	3,000	3,000	3,000	3,000
6123	Salaries - Other	8,374	10,675		10,945	10,940	10,940	11,230	11,230
6138	Medicare	6,236	6,390		6,600	6,600	6,600	6,765	6,765
6139	FICA	26,388	26,955		27,600	27,950	27,950	28,455	28,455
6141	Pension - PERA	31,181	33,055		34,135	34,135	34,135	34,985	34,985
6142	Work Comp Ins	2,581	2,160		2,340	2,340	2,340	2,640	2,640
6144	Long-term Disability Insurance	1,239	1,210		1,250	1,245	1,245	1,285	1,285
6145	Hospital & Life Insurance	59,100	63,900		67,020	67,020	67,020	69,120	69,120
	Total	556,809	574,420	-	594,095	629,145	594,435	609,715	609,715
6210	**OFFICE SUPPLIES**								
	Project Folders								
	Misc	500	500		500	500	500	500	500
	Total	500	500	-	500	500	500	500	500
6229	**GENERAL SUPPLIES**								
	Name Plates, Pins								
	Drafting Supplies	400	400		400	400	400	400	400
	Total	400	400	-	400	400	400	400	400
6235	**CONSULTANT SERVICES**								
	Co-Star Mkt access	2,500	2,500		2,500	2,500	2,500	2,500	2,500
	Special Studies	3,000	3,000		3,000	3,000	3,000	3,000	3,000
	Comprehensive Plan					30,000	30,000	80,000	50,000
	TOD-Transit Oriented Development								
	Economic Dev. Studies								
	Station area TOD local match (45,000)								
	Total	5,500	5,500	-	5,500	35,500	35,500	85,500	55,500
6239	**PRINTING/PUBLISHING**								
	Promotion Printing	3,000	3,000		3,000	3,000	3,000	3,000	3,000
	Report Printing (Comp Plan),								
	Business Cards	200	200		200	200	200	200	200
	Total	3,200	3,200	-	3,200	3,200	3,200	3,200	3,200
6240	**CLEAN SERVICE/GARBAGE REMOVAL**								
	Annual clean-up day								
	Total	-	-	-	-	-	-	-	-
6249	**OTHER CONTRACTUAL SERVICES**								
	City Promotions - Chamber	5,000	5,000		5,000	5,000	5,100	5,000	5,000
	Economic Development	5,000	5,000		5,000	5,000	5,000	5,000	5,000
	GIS Support Contract - Dakota County	18,500	18,500		18,500	18,500	18,500	18,500	18,500
	Pictometry		3,500		3,500	2,000	2,000	2,000	2,000
	ArcView Maintenance Contract	1,500	1,500		1,500	1,500	1,500	1,500	1,500
	Total	30,000	33,500	-	33,500	32,000	32,100	32,000	32,000
6265	**REPAIRS - EQUIPMENT**								
	Color Printer Maintenance	175	175		175	175	175	175	175
	Misc Repairs (Lectriever)	250	250		250	250	150	250	150
	Total	425	425	-	425	425	325	425	325
6275	**SCHOOL/CONF/EXP - LOCAL**								
	Planning Staff State Conf / Seminars	3,000	3,000		3,000	3,500	3,500	3,500	3,500
	Planning Commission State Conf	600	600		600	600	600	600	600
	Rotary Meetings	500	500		500	500	500	500	500
	SLUC/EDAM/ULI/Chamber	800	800		800	800	800	800	800
	Total	4,900	4,900	-	4,900	5,400	5,400	5,400	5,400
6276	**SCHOOL/CONF/EXP - OTHER**								
	LMC - day								
	APA/ULI/IEDC Conf.	2,000	2,000		2,000	2,500	2,500	2,500	2,500
	NDC - week, local	1,000	1,000		1,000	1,000	1,000	1,000	1,000
	Total	3,000	3,000	-	3,000	3,500	3,500	3,500	3,500
6277	**MILEAGE ALLOWANCE**								
	Mileage Allowance	1,650	3,300		3,300	3,300	3,300	3,300	3,300
	Mileage Reimbursement	500	500		500	1,000	750	1,000	750
	Total	2,150	3,800	-	3,800	4,300	4,050	4,300	4,050
6278	**SUBSISTANCE ALLOWANCE**								
		750	750	-	750	750	750	750	750
	Total	750	750	-	750	750	750	750	750
6280	**DUES & SUBSCRIPTIONS**								
	APA Dues	2,500	2,500		2,500	2,500	2,500	2,500	2,500
	PAS	850	850		850	850	850	850	850
	Other (EDAM, ULI, SLUC, IEDC, Rotary)	1,700	1,700		1,700	1,700	1,700	1,700	1,700
	Positively MN								
	Total	5,050	5,050	-	5,050	5,050	5,050	5,050	5,050
	Total Net of Personnel	55,875	61,025	-	61,025	91,025	90,775	141,025	110,675
	TOTAL EXPENSES	$ 612,684	$ 635,445	$ -	$ 655,120	$ 720,170	$ 685,210	$ 750,740	$ 720,390

COMPANY	DEPARTMENT	BUSINESS UNIT	ACTIVITY
1000	06	1013	Code Enforcement

DESCRIPTION OF ACTIVITY

As Apple Valley grows and ages, the developed commercial and residential property requires monitoring and ordinance compliance to remain properly maintained. Code Enforcement is responsible for general property maintenance concerns, notices of violation to property owners, compliance follow-up, abatement of nuisance conditions, and court assisted compliance when needed. Monitoring of waste hauling, outside parking and vehicle storage, and abatement of general nuisance conditions, such as yard storage, noise complaints and noxious weeds are common activities. Complaints and the need for follow-up actions remain in high volume and complexity. The most complex concerns require a case work approach with property owners.

The maintenance of the housing stock in 2016 requires vigilance with a concern about deferred maintenance and in some instances hoarding. The number of vacant, foreclosed, or poorly maintained housing is significantly declining. The 2016 budget provides resources to proactively promote housing maintenance in neighborhoods.

MAJOR OBJECTIVES FOR 2016

- Respond to complaints, investigate and pursue compliance.
- With repeat offenders, facilitate compliance with further legal action, if necessary.
- Enforce the housing maintenance code using case work strategies that encourage property owner compliance.
- Educate residents to secure voluntary compliance in ordinance requirements: tall grass and weeds, watering restrictions, waste hauling, outside parking and storage of vehicles; outside storage of materials and removal of refuse, exterior and interior maintenance of buildings.
- Proactively encourage property maintenance and recommend resources to assist in remodeling and repair through the “Great Neighborhood” program.

IMPACT MEASURES / PERFORMANCE INDICATORS (N.R. – not reported)

Item	Actual 2013	Projected 2014	Actual 2014	Projected 2015	Projected 2016
Complaints/Investigations	4,125	4,100	3,838	4,100	4,000
Garbage Can/Trash	487	400	491	400	400
Grass/Weeds/Snow	194	300	366	300	300
Residential Alt/Addition/Repair/Roof/ Siding Permits	836	1,200	1696	1,400	1,500
CDA Home Improvement Loans	6[1]	12	6[1]	7	7
Dart’s Senior Maint. Assist.	12	12	19	15	20

[1]6, on average, $20,679 per loan instead of more loans at smaller loan amount

Regular Status Personnel Schedule –FTE's					
Position Title	Adopted 2012	Adopted 2013	Adopted 2014	Adopted 2015	Proposed 2016
Code Compliance Specialist	1	1	1	1	1
Code Enforcement Officer	-	-	-	-	-
Admin Specialist	1	1	1	1	1

Temporary Status Personnel Schedule – Hours (Part Time)					
Position Title	Adopted 2012	Adopted 2013	Adopted 2014	Adopted 2015	Proposed 2016
Code Enforcement Officer	-	1,040	900		

Summary Budget Department 06 Code Enforcement							
	2012 Actual	2013 Actual	2014 Actual	2014 Adopted	2015 Adopted	2016 Proposed	2017 Proposed
Revenue							
Fines - Weed mowing	-	2,550	3,700	-	2,000	2,100	2,100
Expenditures							
Salaries & Wages	105,195	115,967	119,287	140,244	149,035	153,460	157,205
Emp. Benefits	34,722	39,433	41,619	44,612	49,775	48,400	53,422
Supplies	2,873	2,936	2,003	4,720	3,470	3,000	3,000
Contractual Serv.	(514)	20,354	4,998	8,590	9,610	12,560	12,560
Repairs & Maint.	-	-	-	250	250	250	250
Training/Travel/Dues	740	514	689	3,700	3,300	3,350	3,350
Other Exp.	34,373	198	-	-	-	-	-
Capital outlay		10,925	19,147	1,625	2,480	2,540	2,540
Total Exp	177,389	190,327	187,743	203,741	217,920	223,560	232,327
Net addition to (use of) general revenues	(177,389)	(187,777)	(184,043)	(203,741)	(215,920)	(221,460)	(230,227)

2016 CAPITAL OUTLAY
None

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
CODE ENFORCEMENT

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6110 - SALARY-REGULAR EMPLOYEES	112,320	117,729	117,830	60,639	176,065	126,295	129,460	129,460
6111 - SALARY PART-TIME	20,455		20,970		0	21,500	22,000	22,000
6112 - SALARY-SEASONAL TEMP		0		1,476				
6113 - OVERTIME-REGULAR EMPLOYEES	2,500	991	2,500	810	2,500	2,500	2,500	2,500
6121 - INSURANCE CASH BENEFIT		724		339				
6122 - COMP REQUEST		-157		-302				
6123 - SALARY-OTHER	4,969		7,735		3,165	3,165	3,245	3,245
6105 - SALARIES AND WAGES	**140,244**	**119,287**	**149,035**	**62,962**	**181,730**	**153,460**	**157,205**	**157,205**
6138 - MEDICARE	2,039	1,701	2,160	895	1,915	1,915	2,280	2,280
6139 - FICA	8,720	7,273	9,240	3,827	8,180	8,180	9,750	9,750
6141 - PENSIONS-PERA	8,503	8,611	11,180	4,586	9,895	9,895	11,790	11,790
6142 - WORKERS COMPENSATION	710	613	745	351	690	690	910	910
6144 - LONG-TERM DISABILITY INSURANCE	340	323	350	172	360	360	432	432
6145 - MEDICAL INSURANCE	24,300	21,076	26,100	10,733	27,360	27,360	28,260	28,260
6146 - DENTAL INSURANCE		1,578		873				
6147 - LIFE INSURANCE-BASIC		22		6				
6148 - LIFE INSURANCE-SUPP/DEPEND		421		204				
6125 - EMPLOYEE BENEFITS	**44,612**	**41,619**	**49,775**	**21,648**	**48,400**	**48,400**	**53,422**	**53,422**
6100 - TOTAL PERSONNEL SERVICES	**184,856**	**160,907**	**198,810**	**84,610**	**230,130**	**201,860**	**210,627**	**210,627**
6210 - OFFICE SUPPLIES	250	127	100	-65	100	100	100	100
6211 - SMALL TOOLS & EQUIPMENT	100	0	100	0	100	100	100	100
6212 - MOTOR FUELS/OILS	3,570	1,833	2,670	837	3,200	2,200	3,200	2,200
6215 - EQUIPMENT-PARTS	250	44	250	0	250	250	250	250
6216 - VEHICLES-TIRES/BATTERIES	250	0	250	0	250	250	250	250
6229 - GENERAL SUPPLIES	300	0	100	0	100	100	100	100
6205 - SUPPLIES	**4,720**	**2,003**	**3,470**	**772**	**4,000**	**3,000**	**4,000**	**3,000**
6237 - TELEPHONE/PAGERS	1,700	605	1,500	245	1,500	1,500	1,500	1,500
6239 - PRINTING	700	114	400	145	5,200	200	5,200	200
6240 - CLEANING SERVICE/GARBAGE		0		0				
6249 - OTHER CONTRACTUAL SERVICES	6,190	4,279	7,710	1,119	25,860	10,860	25,860	10,860
6230 - CONTRACTUAL SERVICES	**8,590**	**4,998**	**9,610**	**1,509**	**32,560**	**12,560**	**32,560**	**12,560**
6265 - REPAIRS-EQUIPMENT	250	0	250	36	250	250	250	250
6260 - REPAIRS AND MAINTENA	**250**	**0**	**250**	**36**	**250**	**250**	**250**	**250**
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	1,900	225	250	220	250	250	250	250
6276 - SCHOOLS/CONFERENCES/EXP OTHER	1,000	404	1,000	0	1,000	1,000	1,000	1,000
6277 - MILEAGE/AUTO ALLOWANCE	0	0	1,650	0	1,650	1,650	1,650	1,650
6280 - DUES & SUBSCRIPTIONS	100	60	100	60	150	150	150	150
6281 - UNIFORM/CLOTHING ALLOWANCE	700	0	300	0	300	300	300	300
6270 - TRNG/TRAVL/DUES/UNIF	**3,700**	**689**	**3,300**	**280**	**3,350**	**3,350**	**3,350**	**3,350**
6200 - TOTAL OPERATING COSTS	**17,260**	**7,691**	**16,630**	**2,596**	**40,160**	**19,160**	**40,160**	**19,160**
6310 - RENTAL EXPENSE		0		0				
6333 - GENERAL-CASH DISCOUNTS		0		0				
6399 - OTHER CHARGES	0	0	0	0				
6301 - OTHER EXPENDITURES	**0**	**0**	**0**	**0**				
6300 - TOTAL OTHER EXPENDITURES	**0**	**0**	**0**	**0**				
6725 - CAPITAL OUTLAY-OFFICE EQUIP	0	17,527	0	0				
6745 - VERF CHARGES	1,625	1,620	2,480	1,035	2,540	2,540	2,540	2,540

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
CODE ENFORCEMENT

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6701 - TOTAL CAPITAL OUTLAY	1,625	19,147	2,480	1,035	2,540	2,540	2,540	2,540
6700 - TOTAL CAPITAL OUTLAY	1,625	19,147	2,480	1,035	2,540	2,540	2,540	2,540
6901 - TOTAL DEBT SERVICE		0		0				
6900 - TOTAL DEBT SERVICE		0		0				
	203,741	187,744	217,920	88,241	272,830	223,560	253,327	232,327

CITY OF APPLE VALLEY
2016 BUDGET
ACCOUNT DETAIL

DEPT 06: CODE ENFORCEMENT - 1013

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 FROM 15-16 BUDGET	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
	SALARIES								
6110	Regular Employees	112,320	117,830		126,305	126,295	126,295	129,460	129,460
	NEW Code / Planner Position					49,770			
6111	Salary - Part-time	20,455	20,970		21,500		21,500	22,000	22,000
6112	Salary - Seasonal Temp								
6113	Overtime - Reg	2,500	2,500		2,500	2,500	2,500	2,500	2,500
6123	Salaries - Other	4,969	7,735		3,160	3,165	3,165	3,245	3,245
6138	Medicare	2,039	2,160		2,225	1,915	1,915	2,280	2,280
6139	FICA	8,720	9,240		9,515	8,180	8,180	9,750	9,750
6141	Pension - PERA	8,503	11,180		11,510	9,895	9,895	11,790	11,790
6142	Work Comp Ins	710	745		805	690	690	910	910
6144	Long-term Disability Insurance	340	350		360	360	360	432	432
6145	Hospital & Life Insurance	24,300	26,100		27,360	27,360	27,360	28,260	28,260
	Total	184,856	198,810	-	205,240	230,130	201,860	210,627	210,627
6210	**OFFICE SUPPLIES**								
	Miscellaneous	250	100		100	100	100	100	100
	Total	250	100	-	100	100	100	100	100
6211	**SMALL TOOLS & EQUIPMENT**								
	Miscellaneous	100	100		100	100	100	100	100
	Total	100	100	-	100	100	100	100	100
6212	**MOTOR FUELS/OIL**								
	Fuel, oil, etc. for 1 Vehicle	2,670	2,670		2,670	3,200	2,600	3,200	2,600
	Vehicle 2	900	(in Muni Bldg)				(400)		(400)
	Total	3,570	2,670	-	2,670	3,200	2,200	3,200	2,200
6215	**EQUIPMENT - PARTS**								
	Parts for 1 vehicle - Replace 2014								
	Misc	250	250		250	250	250	250	250
	Total	250	250	-	250	250	250	250	250
6216	**TIRES/BATTERIES**								
	Tires for 1 vehicle - Replace 2014								
	Vehicle Replacement	250	250		250	250	250	250	250
	Total	250	250	-	250	250	250	250	250
6229	**GENERAL SUPPLIES**								
	Code Enforcement Supplies	300	100		100	100	100	100	100
	Total	300	100	-	100	100	100	100	100
6237	**TELEPHONE/PAGERS**								
	Mobile Phones - Verizon	1,200	1,000		1,000	1,000	1,000	1,000	1,000
	Mobile Connections - Nextel								
	Mobile Insp # 2	500	500		500	500	500	500	500
	Total	1,700	1,500	-	1,500	1,500	1,500	1,500	1,500
6239	**PRINTING/PUBLISHING**								
	Bus.cards/ door tags	200	200		200	200	200	200	200
	Promotional Plan Book	500	200		200	5,000		5,000	-
	Total	700	400	-	400	5,200	200	5,200	200
6249	**OTHER CONTRACTUAL SERVICES**								
	Software Maintenance - '15 add'l licens	5,190	6,710		6,710	9,860	9,860	9,860	9,860
	Software/Training/Install								
	Remodeling Advisor					15,000		15,000	
	Immediate Abatement	1,000	1,000		1,000	1,000	1,000	1,000	1,000
	Total	6,190	7,710	-	7,710	25,860	10,860	25,860	10,860
6265	**REPAIRS - EQUIPMENT**								
	Car wash	150	150		150	150	150	150	150
	2nd vehicle	100	100		100	100	100	100	100
	Total	250	250	-	250	250	250	250	250
6275	**SCHOOL/CONF/EXP - LOCAL**								
	Workshops/Online Training	250	250		250	250	250	250	250
	Mileage - Allowance	1,650	-		-	-	-	-	-
	Total	1,900	250	-	250	250	250	250	250
6276	**SCHOOL/CONF/EXP - OTHER**								
	Housing/Maintenance Code	1,000	1,000		1,000	1,000	1,000	1,000	1,000
	Housing/Maintenance Code								
	Total	1,000	1,000	-	1,000	1,000	1,000	1,000	1,000
6277	**MILEAGE ALLOWANCE**								
		-	1,650		1,650	1,650	1,650	1,650	1,650
	Total	-	1,650	-	1,650	1,650	1,650	1,650	1,650
6280	**DUES & SUBSCRIPTIONS**								
	International Code Council (2)								
	MAHCO (2)	100	100		100	150	150	150	150
	American Assoc of Code Enforcement								
	Total	100	100		100	150	150	150	150
6281	**UNIFORM/CLOTHING ALLOWANCE**								
	Uniforms (1)	500	200		200	200	200	200	200
	Inspec.	200	100		100	100	100	100	100
	Total	700	300	-	300	300	300	300	300

CITY OF APPLE VALLEY
2016 BUDGET
ACCOUNT DETAIL

DEPT 06: CODE ENFORCEMENT - 1013

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 FROM 15-16 BUDGET	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
6725	**CAPITAL OUTLAY - OFFICE EQUIP**								
	Miscellaneous								
	Total	-	-	-	-	-	-	-	-
6745	**VEHICLE REPLACEMENT**								
	VERF-Vehicle Replacement Charges	1,625	2,480		2,540	2,540	2,540	2,540	2,540
	Total	1,625	2,480	-	2,540	2,540	2,540	2,540	2,540
	Total Net of Personnel	18,885	19,110	-	19,170	42,700	21,700	42,700	21,700
	TOTAL EXPENSES	$ 203,741	$ 217,920	$ -	$ 224,410	$ 272,830	$ 223,560	$ 253,327	$ 232,327

COMPANY	DEPARTMENT	BUSINESS UNIT	ACTIVITY
1000	20	1200	Police

DESCRIPTION OF ACTIVITY

The Police Department encompasses a number of functions and activities in carrying out the department's objectives. The core functions of the department include; Police Administration, Dispatch, Patrol, Investigations and Records. The department also provides other activities which while not mandated by law assist the department in achieving the overall mission of protecting the community and improving its quality of life through service, education and enforcement. These other "value added services and programs" include; Special Enforcement Team, K-9 program, Community Service Officer Program, Dakota County Special Operations Team, Dakota County Multi-agency Assistance Group (DCMAAG), Dakota County Drug Task Force, Neighborhood Collaboration Officer Program, and a county-wide Electronic Crimes Unit.

Following the Police Department budget summary below, is a discussion of the functions and activities of the department.

MAJOR OBJECTIVES FOR 2016

The primary objective for 2016 is to continue providing excellent services to our residents and to be mindful of the expectations placed on law enforcement as a result of high profile incidents in our nation. One particular challenge will be meeting the expectation by the citizens that most if not all officers be equipped with some type of body camera.

Although this seems to be a somewhat daunting and costly objective, the Apple Valley Police Department has been preparing to replace its now outdated squad video system and adding body cameras may be an add-on to a replacement system.

Funding for this product will be obtained from the DWI Forfeiture Fund and the Police Special Projects Fund. By utilizing these sources, an additional funding request in the budget will be avoided.

There are also budget adjustments reflected in the 2016 Budget necessary to support a new camera system. These are reflected by an increase to the ongoing service agreement and an increase for monthly cellular phone services. (As research is being done on the replacement video system, it has become clear that many systems require the use of smartphones for transferring data.)

The 2016 objectives include:

- Maintain adequate preventative patrol of the community and reasonable response times.
- Participation in the Dakota County Drug Task Force with one officer assigned full-time to this unit.
- Participation in Dakota County Electronic Crimes Unit with one full-time officer assigned to the group.
- Participation in the Dakota County Traffic Safety Initiative participating in monthly targeted traffic projects.
- Participation in the Dakota County MAAG Team maintaining our five officer commitment.
- Maintain our commitment to the business community through the Retail Crime Officer Program in which one patrol officer is assigned to be the liaison with businesses in our community and coordinate education and criminal investigations that impact businesses.
- Maintain our commitment to the youth of our community through continued participation in the Police Explorers, Teen Academy and the School Resource Officer Program.
- Maintain our commitment to traffic safety in neighborhoods utilizing two full-time patrol officers, to the Special Enforcement Team (SET), speed display trailers and Car 54.
- Investigate criminal cases in a thorough timely manner.
- Promote safety in the community, educating citizens in crime prevention methods through block watch meetings, City newsletters, the City web site and newspaper articles.
- Continue our efforts to maintain quality multi-family and rental housing in the community, coordinating our effort with other city departments, utilizing the Rental Registration Ordinance, education of tenants and landlords and marketing the Crime Free Multi-Housing program devoting one patrol officer to this program.
- Continue our Crime Prevention programs including maintaining, if not increasing, the number of neighborhood watch groups, Night to Unite, Adult Citizens Academy, Teen Citizens Academy, alcohol server training and the retail crime prevention program.
- We will continue to conserve energy in all reasonable ways possible including turning off computers and lights, minimize idling of squad cars, carpooling and doubling up officers in some squad cars when appropriate and continued utilization of bicycle patrol.

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Actual 2012	Actual 2013	Actual 2014	Projected 2015	Projected 2016
# Calls for Service	39,223	35,000	34,400	36,000	37,000
Traffic Offenses	7,838	6,726	5,557	6,000	6,500
Responses to Accidents	1,059	995	1036	1,000	1,000
Detective Investigations	568	450	512	520	550

Personnel – Authorized Staffing Levels

Position	**2011**	**2012**	**2013**	**2014**	**2015**	**2016**
Chief	1	1	1	1	1	1
Captain	2	2	2	2	2	2
Police Administrative Manager	0	0	0	1	1	1
Department Assistant	1	1	1	0	0	0
Patrol Sergeant	6	6	7	7	7	7
Patrol Officer	24	24	25	25	25	25
K-9 Officer	1	1	1	1	1	1
Special Enforcement Team Officer	2	2	2	2	2	2
School Resource Officer	3	3	3	3	3	3
Community Service Officer	4	4	4	6	4	4
Detective Sergeant	1	1	1	1	1	1
Detective	4	4	4	5	5	5
Drug Task Force Detective	1	1	1	1	1	1
Electronic Crimes Unit Officer	0	0	0	0	1	1
Evidence & Property Technician	1	1	1	1	1	1
NCOP Sergeant	1	1	1	1	1	1
Multi-Family Housing Officer	1	1	1	1	1	1
Retail Crime Officer	1	1	1	1	1	1
Crime Prevention Specialist	1	1	1	1	1	1
Records Unit Supervisor	1	1	1	0	0	0
Lead Records Technician	0	0	0	1	1	1
Records Technicians	6	6	6	5	5	5
Police Records Assistant	1	1	1	1	1	1
Total Sworn Personnel	**48**	**48**	**50**	**51**	**52**	**52**
Total Support Personnel	**15**	**15**	**15**	**16**	**14**	**14**

Volunteer Hours

	Adopted 2012	Adopted 2013	Adopted 2014	Adopted 2015	Proposed 2016
Police Explorers	20	19	19	14	19
Chaplains	5	5	5	5	5

Summary Budget
Department 20 Police

	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2014 Adopted	2015 Proposed	2016 Proposed	2017 Proposed
Revenue:								
FEES-ACCIDENT REPORT	1,158	450	324	360	1,000	1,000	1,000	1,000
FEES-OTHER PUBLIC SAFETY	13,864	19,407	2,500	21,098	10,000	10,000	10,000	10,200
FEES-DARE,LIASON OFFICER	147,702	148,179	171,170	152,178	150,670	153,700	155,235	158,300
FEES-POST BOARD REIMB CONT. ED	18,179	15,608	15,378	14,803	19,000	19,000	19,000	19,000
REIMBURSE POLICE SPEC DETAIL	45,920	53,351	40,000	42,935	40,000	45,000	46,400	47,300
AID-STATE POLICE	322,628	310,681	333,571	360,490	330,000	330,000	335,000	340,000
GRANTS OTHER	19,989	16,100	34,447	6,293	16,000	22,400	4,400	4,400
	569,440	563,776	597,390	598,157	566,670	581,100	571,035	580,200
Expenditures:								
Salaries & Wages	4,592,031	4,597,768	4,940,240	4,941,530	5,065,645	5,103,075	5,275,700	5,504,340
Emp. Benefits	1,423,909	1,430,413	1,514,184	1,596,842	1,701,718	1,804,555	1,859,905	1,947,070
Supplies	221,030	282,061	264,163	225,716	262,320	259,970	243,721	253,296
Contractual Serv.	1,068,452	963,638	916,572	885,000	886,914	896,780	916,115	917,115
Utilities	490	542	673	536	250	560	560	560
Repairs & Maint.	57,601	70,392	70,840	22,460	37,400	36,755	30,175	30,175
Training/Travel/Dues	119,322	112,475	133,870	173,838	163,217	160,435	158,868	160,058
Other Exp.	161,868	69,723	67,603	69,478	73,418	76,020	31,500	31,500
Capital outlay	97,100	203,662	231,184	215,998	175,600	189,630	196,870	196,870
	7,741,803	7,730,674	8,139,329	8,131,398	8,366,482	8,527,780	8,713,414	9,040,984
Net addition to (use of) general revenues	(7,172,363)	(7,166,898)	(7,541,939)	(7,533,241)	(7,799,812)	(7,946,680)	(8,142,379)	(8,460,784)

2016 CAPITAL OUTLAY

The department's vehicle replacements are included in the Vehicle and Equipment Replacement Fund, the annual charge to the Police Department is $196,870 for 2016.

ACTIVITIES AND FUNCTIONS

The following is a discussion of the activities and functions of the Police Department, including estimated costs for performing each function. All of the costs identified in each activity discussion are included in the department-wide budget above or within other departments, for example the Data Processing Department budget includes the costs for the LOGIS system.

POLICE DEPARTMENT BUSINESS UNITS

The majority of the police departments in the United States consist of five distinct business units:

- Administration
- Dispatch
- Patrol
- Investigations
- Records

These business units encompass the activities that must take place for a police department to exist. They will vary in relation to the size of the department. For example, in a very small police department, serving a small population, the demand for service is less and there may not be an investigation division or a records unit. That does not mean that these duties are not performed, rather it means that patrol officers perform these duties. The administrative unit may consist of a single person, the chief of police, who may also work as a patrol officer. With the demands placed upon a department the size of Apple Valley, a certain level of specialization must take place to ensure that we operate efficiently.

Cost Analysis and Assumptions Used

This analysis will capture the majority of the costs involved with and allocated to the various business units and programs in the Department.

While it is fairly easy to capture salary and benefit costs associated with the various business units and programs, it is more difficult to assign costs such as dispatching fees and technology charges to one specific area. Therefore, you will note costs that are assessed against every employee in the Department. This is due in part to the impact that dispatching, records management, field based reporting, and data connections have on every employee. We have grouped these costs under the heading of technology. Some of the major costs captured in this assessment include, but are not limited to:

- Dakota Communication Center Fees
- Cellular Communication Charges
- Criminal Justice Data Network Fees
- Digital Dictation System Fees

Police Administration

Minnesota law requires that each law enforcement agency have a Chief Law Enforcement Officer (CLEO) who is a licensed peace officer. In Apple Valley, the CLEO is the Chief of Police and is responsible for the operation of the department. In a department the size of Apple Valley, there is usually a command structure between that of Police Chief and Police Sergeant. In the Apple Valley Police Department this command rank is that of Captain. There are two Captains. One is in command of Operations, which includes the Patrol Division and Community Service Officers. The second Captain is in command of Support Services, which includes the Investigation Unit, Records Unit and Neighborhood Collaboration Officer (NCOP) Unit.

Police Administration must be responsive to the needs and concerns of the community in the delivery of police services. It is the responsibility of the Police Administration to provide overall direction in the operation of the police department receiving guidance from the Mayor, City Council and City Administrator. Administration is also responsible for budget preparation, internal affairs investigations, developing department policy, making personnel recommendations, preparation of periodic and special reports, department evaluations, community relations, media relations, financial tracking, grant management, department training records and interdepartmental communications. The Police Chief and Captains are on call 24 hours a day and each has a police vehicle assigned to them.

The following chart details the command structure of our department as well as our neighboring law enforcement agencies.

City	Population	Chief	Deputy Chief	Captain	Lieutenant
Apple Valley	52,000	1		2	
Burnsville	59,028	1		2	
Eagan	64,239	1	1		3
Lakeville	57,470	1	1		4

2016 Anticipated Costs – Police Administration

Salary and Benefits		
	Chief	163,530
	Captains - 2	292,656
	Police Administrative Manager	100,464
	Uniforms	3,150
Vehicle Costs		
	Capitalization	11,357
	Fuel	8,148
	Maintenance	2,136
Direct Costs		
	Training	2,702
	Technology	60,213
	Memberships	2,130
Total		**$646,486**

Police Dispatching Services

In December of 2007, the City of Apple Valley, along with all of the Dakota County public safety entities, consolidated their public safety dispatch systems into jointly owned dispatch center, the Dakota Communications Center (DCC). Governance of this entity is in the form of a Joint Powers Agreement (JPA). Each member of the JPA contributes a percentage of the funds needed to operate the center based upon population and the number of Computer Aided Dispatch (CAD) events.

DCC

Direct Costs		
	Membership Fees	845,114
	800 MHz Access	28,483
	LOGIS (RMS & Mobile)	104,600
Total		**$978,197**

Patrol Division

The Patrol Division is responsible for providing the department's frontline services. This division most often provides our first point of contact with the community and provides most of our services. These core services are those most visible on a daily basis. The Patrol Division contains the largest allocation of manpower and the Division is unlike any other division within the police department because of its visibility and the amount of contact they have with the citizens of Apple Valley. The Patrol Division is responsible for 24 hours a day, 7 days a week response to citizen-initiated calls for service, in addition to officer-initiated activity.

The authorized strength of the Patrol Division is 7 Sergeants and 25 Officers. During 2014, the Patrol Division was responsible for handling over 34,000 calls for police service. The patrol officers are the first line of defense against those who represent a threat to public safety. They are highly trained professionals, who at times must unselfishly place themselves at risk in order to protect the community.

Patrol Division Outcome Measures

Year	Calls for service	DUI Arrests	Traffic Crashes	Citations	Total Arrests
2015*	10,616	62	345	1661	424
2014	34,400	152	1,036	5,557	1,096
2013	35,215	160	995	6,726	1,307
2012	39,223	145	1,059	7,838	1,962
2011	39,130	220	1,065	8,981	1,896
2010	37,410	192	1,041	7,468	1,985
2009	41,049	228	1,066	9,353	2,137

*Through 4-30-15

Overtime Hours

We endeavor to keep overtime costs at a minimum within the department. We closely monitor overtime to minimize our costs. It is department policy not to utilize overtime to backfill shifts to allow personnel vacation time off. Overtime is only utilized when we fall below our established minimum staffing levels to ensure continuity of service.

It is important to note that under the labor agreements and the personnel ordinance, employees, with the exception of the Chief of Police and Captains, have the option of selecting compensatory hours in lieu of overtime pay for hours worked.

Some aspects of overtime are administratively uncontrollable. Examples include mandatory court appearances outside of normal work hours, patrol shift extensions due to arrests, or high call for service volumes.

The historical overtime record for all hourly sworn personnel is depicted in the accompanying table.

Year	Officer Hours	Sergeant Hours	Overtime Pay	Compensatory Pay
2015	1,665	331	65,192	55,711
2014	4150	811	152,735	129,000
2013	4,149	714	160,962	108,684
2012	3,689	844	129,780	108,441
2011	3,370	726	98,819	115,826

*2015 through 5-29-15

2016 Anticipated Costs – Patrol Division

Salary and Benefits		
	Sergeants (7)	925,435
	Officers (25)	2,676,440
	Uniforms (32)	33,600
Vehicle Costs		
	Capitalization	121,152
	Fuel	86,912
	Maintenance	22,784
Direct Costs		
	Training	26,816
	Technology	481,696
	General Supplies & Equipment	61,568
Total		**$4,436,403**

Detective Unit

All but the smallest police departments in the United States have a specialized unit that conducts criminal investigations. In Apple Valley, this unit is staffed by Detectives. The Detectives investigate crimes requiring time and expertise beyond the capacity of the generalized investigations that are handled by uniformed patrol officers. They have received specialized training in areas such as:

- Homicide Investigation
- Fraud
- Internet Crimes Against Children
- Sexual Assault
- Child Abuse and Neglect
- Robbery
- Interview and Interrogation
- Surveillance

In addition to conducting criminal investigations, this unit is also responsible for:

- Liquor License background investigations.
- Massage Business/Therapist License background investigations.
- Pre-employment investigations on potential city employees.
- Solicitor permit background investigations.
- Coordination of predatory sexual offender registration compliance.
- Assisting the Fire Department with investigation of suspicious fires.
- Conducting community education in such areas as Internet Safety.

Detective Unit Outcome Measures

Year	Total Cases	Cases per Detective
2015*	362	72
2014	512	102
2013	450	113
2012	568	142
2011	603	151
2010	498	125

* As of 5/31/15

2016 Anticipated Costs – Investigations Unit

Salary and Benefits		
	Sergeants (1)	132,204
	Detectives (5)	587,496
	Property Room Clerk	40,957
	Uniforms (6)	6,300
Vehicle Costs		
	Capitalization	22,716
	Fuel	16,296
	Maintenance	4,272
Direct Costs		
	Training	5,028
	Technology	90,318
	General Supplies & Equipment	11,544
Total		**$917,131**

Records Unit

The police department's role in the criminal justice system is to conduct investigative inquiries and gather facts. Every police department must document information that is obtained during investigations. This information must be maintained, searchable, and retrievable. The vast majority of the information and data created and stored by our agency is considered public data. As such, this data must be retrieved and released to the public upon demand. It is the responsibility of the records unit to process, retain, retrieve and forward this information.

The unit is responsible for data entry concerning missing and wanted persons, stolen vehicles, stolen property and a host of other things that must be entered into the state and federal criminal information systems. These systems are highly controlled and monitored by both the Federal Bureau of Investigation and the Minnesota Bureau of Criminal Apprehension. The data entries are closely monitored for accuracy, and we are subject to an annual audit which not only verifies the accuracy of each entry but also verifies our policies, procedures and practices that provide for the overall security of the system.

Records Unit Outcome Measures

Year	Incident Reports Processed	Data Practices Requests Processed	Permits to Purchase Firearms	Criminal History Entries Processed
2014	7,114	3111	419	1,609
2013	7,624	2,930	564	1,676
2012	7,932	3,488	591	1,482
2011	8,432	2,233	395	1,391
2010	8,927	1,938	370	1,642
2009	8,778	1,627	420	1,816
2008	9,806	1,708	389	2,268

The Records Unit consists of a Lead Records Technician, five Records Technicians and one part-time Records Clerk.

2016 Anticipated Costs – Records Unit

Salary and Benefits		
	Lead Records Technician (1)	81,910
	Records Technicians (5)	397,696
	Records Clerk – Part-time (1)	15,610
	Uniforms	3,000
Direct Costs		
	Training	1,500
	Technology	105,371
	Specialized Equipment	2,250
Total		**$607,337**

VALUE ADDED SERVICES AND PROGRAMS

This section of our analysis addresses the "value added services" delivered by the police department. These services are not mandated by law, but they assist the department in achieving the overall mission of protecting our community and improving its quality of life through service, education and enforcement.

It is important to note that if these programs were eliminated only a portion of their costs would result in a budgetary savings for the City of Apple Valley. For example, if you eliminate the School Resource Officer program, the department would still need to be adequately staffed to handle the requests for police services that come from the students and staff in the various school district facilities located in our community.

Value Added Services and Programs – Patrol Division

Special Enforcement Team Program

Program Purpose

The Special Enforcement Team (SET) has been in existence since it was authorized by the City Council in 2001. At the time of its inception, the focus of SET was traffic law enforcement. This was accomplished through concentrated traffic enforcement in problem areas in our community. These problem areas were identified primarily through citizen complaints and areas with the highest accident rates.

Since that time, the duties of SET have been greatly expanded. SET is responsible for conducting registration verification of predatory offenders living in our community. Predatory offender registration is a requirement under Minnesota Statutes for individuals who have committed violent crimes and have been discharged from correctional facilities. Under the authority granted in Minnesota Statutes, the department is required to verify the status of these individuals through home visits, updating their employment, contact, and other biographical information.

SET also has responsibility for the service of arrest warrants issued by the District Court and state mandated compliance audits for the sale of alcohol and tobacco to minors.

The Patrol Division as a whole could absorb all of the duties currently assigned to the SET. However, if you were to eliminate this program and reassign these duties, it would place additional time constraints on the patrol officers who are responsible for responding to the immediate calls for service from the public. Additionally, because of the current staffing levels and calls for service demands facing our patrol officers, the level of traffic law enforcement in the community would be reduced.

Special Enforcement Team Outcome Measures

Year	Citations Issued	Predatory Offenders Monitored (Quarterly)	Tobacco Sales Compliance Audits	Alcohol Sales Compliance Audits
2014	818	48	128	176
2013	1,314	42	128	172
2012	2025	63	120	166
2011	1677	41	90	167
2010	1229	72	116	168

2016 Anticipated Costs – Special Enforcement Team Program

Salary and Benefits		
	Officers (2)	214,115
	Uniforms	2,100
Vehicle Costs		
	Capitalization	7,572
	Fuel	5,432
	Maintenance	1,424
Direct Costs		
	Training	1,676
	Technology	30,106
Total		**$262,425**

Police K-9 Program

Program Purpose

The safety of the public and police officers is the primary reason for having a K-9 team in our department. Since 2005, our department has been fielding one dog and its officer/handler. This program is assigned to the Patrol Division.

Police departments utilize dogs because of their keen sense of smell that allows them to locate suspects who are hiding. Police dogs are valuable when it comes to searching large buildings due to the speed and thoroughness at which they function. Simply stated, police dogs are a force multiplier that can do the job better and more efficiently than a police officer can do on foot.

Assisting officers to detect crime, including illicit drugs, and locate and apprehend criminals, is part of keeping our community safe. As such, it is in keeping with the department's mission. Conducting K-9 demonstrations is part of the continuous job of building a positive relationship between the police and the public, educating the public, and improving quality of life within the community.

As a part of the overall evaluation of the K-9 program, we need to ascertain if there is another government unit that should be performing this function or if this function should be contracted out to the private sector. Conducting searches for suspects and fugitives and making arrests are the duties of law enforcement. There are private entities that do have specially trained dogs available to assist police departments. Some examples include search and rescue dogs and cadaver dogs. These dogs are available upon request on a fee or free basis and may be utilized, but the dog handlers are prohibited by state statute from practicing law enforcement without a license.

Other law enforcement agencies could provide K-9 services to our department. In fact, they typically do if our K-9 team is not on duty. There is no requirement that a police department have a K-9 team.

K-9 Team Staffing Comparisons

City	K-9 Teams
Apple Valley	1
Burnsville	2
Eagan	2
Lakeville	2

2016 Anticipated Costs – K-9 Program

Salary and Benefits:	Officer	111,865
	Uniforms	1,050
Vehicle Costs:	Capitalization	3,786
	Fuel	2,716
	Maintenance	712
Direct Costs:	Food	2,450
	Memberships	80
	Specialized Equipment	500
	Training	838
	Technology	15,053
	Veterinary Care	3,000
Total		**$142,050**

Dakota County Special Operations Team (SOT)

Program Purpose

The Dakota County Special Operations Team (DCSOT) is a cooperative effort of public safety agencies in Dakota County. This team was developed as a part of our nation's response to the 9-11 terrorist attacks that occurred in 2001. The majority of the funding for the formation of the team was obtained through federal grants. The governing entity for the DCSOT is the Dakota County Domestic Preparedness Committee (DCDPC).

The DCSOT is comprised of firefighters and police officers from various public safety agencies in Dakota County. The members of the DCSOT are highly trained individuals that specialize in various response scenarios that are considered high risk but have a low frequency of occurrence. Some examples of the types of responses the DCSOT is trained for include hazardous materials response, weapons of mass destruction response, technical rope rescue, confined space rescue, and trench rescue. The DCSOT is available to assist agencies within Dakota County with incidents that require additional resources or the specialized skills they possess.

The membership assigned to the DCSOT as of June 1, 2015 by public safety agency and discipline is depicted below:

Agency	**Fire**	**Police**
Apple Valley	2	1
Burnsville	4	1
Dakota County Sheriff	N/A	0
Eagan	3	1
Farmington	2	1
Hastings	4	0
Inver Grove Heights	3	0
Lakeville	3	1
Mendota Heights	0	0
Rosemount	3	1
South Metro Fire	4	0
South Saint Paul	N/A	0
West Saint Paul	N/A	0
Total Membership	**28**	**6**

The DCSOT is also part of the Minnesota Structural Collapse Team, Minnesota Task Force One (MN-TF1). Together with Minneapolis, St. Paul, Edina and Rochester Fire Departments, MN-TF1 responds with specialized equipment and trained personnel to assist with Urban Search and Rescue (USAR) and Structural Collapse Incidents throughout Minnesota.

DCSOT Incident Responses during 2014:

- January –Assist Eagan Fire with hazardous material.
- February-Assist Burnsville PD and Fire with suspected explosive device, phone consult.
- March-Hazardous Materials leak at Flint Hills refinery.
- April- Assist MN BCA and DCSO with a crime scene/dead body.
- June-Assist South Metro Fire with a chemical spill, phone consult.
- June-Assist Eagan Fire with hazardous materials leak at a carwash.
- June- Assist Eagan PD and Eagan Fire with search for a suspect that ran into a confined space (under a freeway).
- August- Assist Lakeville Fire with an unknown chemical found in a mailbox.
- August-Assist DCSO with hazardous materials issue, phone consult.
- October-Assist Lakeville Fire with transformer leak, phone consult.
- November-Assist Burnsville PD and Fire with two mobile methamphetamine labs. One had already blown up and injured two people.

2016 Anticipated Costs – Dakota County Domestic Preparedness Committee (DCDPC) & Dakota County Special Operations Team (SOT)

Salary and Benefits		
	Officer – Training Time (232 Hrs.)*	13,324
	Officer – Overtime	1,034
Direct Costs		
	Memberships	15,410
Total		**$29,768**

* The costs depicted here represent the “lost opportunity” costs associated with this activity. Detective Sean McKnight is assigned to the DCSOT. He attends 160 hours of training to minimally maintain his current levels of certification for the team. He attends this training during his normally scheduled work week. As such, his normal workload in the Investigations Unit goes undone. We do not backfill these hours.

Dakota County Multi Agency Assistance Group (DCMAAG)

Program Purpose

The Dakota County Multi Agency Assistance Group (DCMAAG) is a highly trained police tactical team, which is commonly referred to as a Special Weapons and Tactics Team (SWAT). This team was developed to respond to high risk but low frequency incidents that occur throughout Dakota County. The DCMAAG team responds to approximately 15 incidents per year. These incidents include barricaded suspects, hostage rescue, crisis negotiation, high risk warrant service, and fugitive apprehensions.

Our department contributes three officers and three sergeants to the team. Our personnel undergo intensive specialized training to become members of the team. The team trains a minimum of 160 hours annually to maintain their skills.

Every law enforcement agency in Dakota County, with the exception of Burnsville and Eagan, contribute members to the DCMAAG team. Burnsville and Eagan each field their own SWAT team to handle response situations in their communities.

The DCMAAG team is comprised of 38 officers from its member agencies and three tactical paramedics from Health East.

DCMAAG Team Personnel

Agency	Tactical Officers	Crisis Negotiators	Tactical Paramedics
Apple Valley	5	2	0
Dakota County Sheriff	7	2	0
Farmington	2	1	0
Hastings	2	1	0
Health East	0	0	3
Inver Grove Heights	1	0	0
Lakeville	3	4	0
Mendota Heights	1	0	0
Rosemount	1	0	0
South Saint Paul	3	1	0
West Saint Paul	2	0	0
Total Membership	**27**	**11**	**3**

DCMAAG Team Response Data

Location	2014	2013	2012	2011	2010	2009
Apple Valley	4	5	2	1	2	2
Burnsville	0	2	0	0	0	2
Dakota County	0	2	2	0	1	0
Eagan	0	0	1	0	0	2
Farmington	1	1	0	1	0	0
Hastings	1	2	0	3	1	1
Inver Grove Heights	1	2	1	1	0	4
Lakeville	0	2	2	1	0	1
Mendota Heights	1	0	0	1	0	1
Northfield	0	0	1	0	0	0
Rosemount	1	1	1	1	0	0
South Saint Paul	2	1	2	2	2	2
Washington County	0	0	0	1	0	0
West Saint Paul	1	0	4	1	1	2
Woodbury	0	0	1	0	0	0
Total Responses	**13**	**18**	**17**	**13**	**7**	**17**

It should be noted that during 2014 a partial team deployment occurred eight times when the Bearcat armored vehicle was sent to assist with incidents throughout the service area.

As a part of the overall evaluation of the DCMAAG Team program, we need to ascertain if there is another government unit that should be performing this function or if this function be contracted out to the private sector. Because the very nature of the types of incidents the DCMAAG Team responds to involve law enforcement activities, these activities cannot be outsourced to the private sector.

2016 Anticipated Costs – DCMAAG Team

Salary and Benefits		
	Tactical Negotiator - Training Time*	7,351
	Tactical Negotiator - Overtime	5,515
	Tactical Officer - Training Time*	62,655
	Tactical Officer - Overtime	14,054
	Uniforms	1,000
Direct Costs		
	Ammunition & Supplies	6,600
	Memberships	8,300
	Training	3,400
Total		**$108,875**

*The costs depicted here represent the "lost opportunity" costs associated with this activity. In total, the Officers assigned to the DCMAAG Team spend 1,070 hours in training on an annual basis. They attend this training during their normally scheduled work week. We do not backfill these hours and as such, the normal work activity they would be engaged in is lost.

Value Added Services and Programs – Support Services Division

Dakota County Drug Task Force

Program Purpose

Since 1988, Dakota County law enforcement agencies have effectively addressed illegal drug activity through a multi-jurisdictional task force model. From 1988 through 1999, two multi-jurisdictional drug task forces operated in Dakota County: South Metro Drug Task Force and East Metro Drug Task Force. In 2000, the South Metro Drug Task Force and the East Metro Drug Task Force merged to create the Dakota County Drug Task Force (DCDTF), which is the primary agency assigned to investigate illegal drug activity in Dakota County and surrounding areas.

Since the establishment of the DCDTF, Dakota County's population has grown and population demographics have changed. The growth and change in population, in combination with ever changing trends in illegal drug activity, such as the rise of methamphetamine, has resulted in a significant increase in drug and drug related crimes throughout the county.

Dakota County, like many counties throughout our nation, is not immune from illegal drug activity and its negative effects. The following chart represents the increasing activity the DCDTF has been involved in. In Dakota County, in the last five years, law enforcement authorities have arrested over 3,300 individuals directly involved in the illegal manufacture, distribution, or possession of drugs such as cocaine, marijuana, methamphetamine, and ecstasy.

DCDTF Activity

Incident Type	2014	2013	2012	2011	2010
Arrests	697	638	737	706	591
Search Warrants Executed	166	185	207	226	161
Cash Seizures	$228,771	$190,351	$315,697	$318,023	$295,125
Vehicles Seized	13	13	13	22	23
Firearms Seized	88	65	85	54	21
Amphetamine	330.5	2,206	239	367	19
Cocaine (pounds)	3.04	6.61	2.44	.49	1.17
Ecstasy (doses)	6	2,459.50	503	340	525
Heroin (grams)	552	1,341.17	445.49	21.52	39
Methamphetamine (pounds)	15.68	34.10	8.29	25.20	2.87
Marijuana (pounds)	189.41	183.06	302.16	656.27	118.7
Marijuana Plants	439	1,033	1,492	831	1,776
Oxycodone/Oxycontin (doses)	323	71.75	132.5	195.5	34

In recent years, police investigations have attributed several homicides, assaults, robberies, burglaries, thefts, child endangerment and neglect to illegal drug use. The extent of the presence of drugs in Dakota County is further evidenced by the fact that in the last five years, investigating officers have reported seizing over 13 pounds of cocaine, 2,400 grams of heroin, 1,500 pounds of marijuana, 86 pounds of methamphetamine, and 3,830 dosage units of ecstasy in Dakota County.

Illegal drug activity in Dakota County is often connected to international drug traffickers. According to reports by the United States Department of Justice Drug Enforcement Administration, the majority of cocaine, marijuana and methamphetamine distributed in Minnesota and Dakota County is manufactured and delivered by Mexican drug traffickers. Once in Minnesota, these drugs are sold and distributed to local street gangs and independent dealers who operate and distribute the drugs in their local communities.

Prior to the establishment of multi-jurisdictional drug task forces, individual police agencies in Dakota County were each responsible for drug investigations in their respective jurisdictions. Police agencies with limited and broader public safety responsibilities were slow to adapt to ever changing illegal drug trends and activities. Most of the investigation units ranged from one to seven detectives, many of whom had little, if any, expertise to effectively engage in proactive drug investigations. Valuable intelligence data was not collected, preserved, or shared with neighboring agencies. Cross-jurisdictional drug cases were often referred to an agency with sufficient resources to conduct follow-up investigations.

When cases were passed among agencies, delays often resulted which in turn reduced the likelihood of a successful outcome. Consequently, most drug investigations and enforcement was limited to cases involving the incidental discovery of drugs when officers or detectives were involved in other types of investigations. Little, if any, proactive follow up investigations were conducted to identify the source of the drugs or the extent of involvement the suspect had in other illegal drug activity.

The Dakota County Drug Task Force is comprised of law enforcement officers from the following agencies:

Apple Valley Police Department
Burnsville Police Department
Dakota County Sheriff Office
Eagan Police Department
Farmington Police Department
Hastings Police Department
Inver Grove Heights Police Department
Lakeville Police Department
Mendota Heights Police Department
Rosemount Police Department
Savage Police Department
South St. Paul Police Department
West St. Paul Police Department

2016 Anticipated Costs – Dakota County Drug Task Force

Salary and Benefits:	Detective (1)	117,499
	Over-time Pay (Average)	14,645
	Uniforms	1,050
Vehicle Costs:	Lease	3,600
	Fuel	2,716
	Maintenance	712
Direct Costs:	Training	838
	Technology	15,053
Total		**$156,113**

Dakota County Electronic Crimes Unit

Program Purpose

Beginning with the development of the first computers, technology has become an increasingly important part of our lives and as technology has evolved, so has its role in criminal activities. With the development of the internet and the exponential increase in the power of electronic devices both desktop and handheld, technological devices have become one of the premier focal points of any serious investigation.

As the importance of proper examination of technological devices has become increasingly important it has become apparent that simply purchasing software to occasionally mirror hard-drives is a totally inadequate approach. Developing highly trained examiners and continually updating forensic capabilities is now the expectation from the citizenry, prosecutors, and courts.

Developing this capability within each police agency is impractical and can be cost prohibitive. Based on the successes of cooperative efforts experienced by the law enforcement community in Dakota County with such groups as the Multi-Agency Assistance Group, Dakota County Drug Task Force, Dakota County Special Operations Team, and the Dakota Communications Center, a collaborative approach has been adopted.

A pilot program has been implemented and the Dakota County Electronic Crimes Unit (ECU) began operating in January of 2015. Although the program is new, the results have been excellent with previously existing case backlogs now eliminated and outstanding field support on major cases now being the norm. The ECU reported over 60 cases had been submitted by 6-9-15. Of those cases, 25 were Apple Valley cases.

2016 Anticipated Costs - Technology Crimes Task Force

Salary and Benefits:	Detective (1)	117,499
	Over-time Pay (Average)	14,645
	Uniforms	1,050
Vehicle Costs:	Capitalization	3,786
	Fuel	2,716
	Maintenance	712
Direct Costs:	Training	838
	Technology	15,053
Total		**$156,299**

<u>Neighborhood Collaboration Officer Program (NCOP)</u>
Program Purpose

The Neighborhood Collaboration Officer Program (NCOP) was established in 2007 to increase the department's efforts in the area of problem-oriented policing. Problem-oriented policing is an approach to policing in which we conduct a careful examination of crime issues that are occurring in our community in hopes of discovering a new and more effective strategy for dealing with the issues.

Problem-oriented policing places a high value on responses that are preventive in nature, that are not dependent on the use of the criminal justice system, and that engage other public agencies, the community and the private sector when their involvement has the potential for significantly contributing to the reduction of crime and quality of life issues.

NCOP has responsibility for the following activities:

- Partnering with 102 organized neighborhood watch groups
- Monitoring 1,564 residential rental properties
- Citizen's Police Academy
- Teen Police Academy
- Child Passenger Safety Program
- Safety Camp
- Business Watch

NCOP is staffed by:

- One Sergeant who supervises the program.
- One Officer assigned to multi-family housing issues.

- One Officer assigned to retail crime issues.
- One civilian Crime Prevention Specialist.

The NCOP Sergeant also has supervisory responsibilities for the SRO program.

As a part of the overall evaluation of NCOP, we need to ascertain if there is another government unit that should be performing this function or if it could be contracted out to the private sector.

Because NCOP is entrusted with developing strategies that target not only problem properties but problem chronic offenders, they were charged by the City Council to coordinate and create a unified and collaborative effort on the part of the city departments (police, fire, code enforcement, building inspection, community development and prosecution) to address these issues.

The efforts of the NCOP unit in reducing crime in multi-family and rental housing, educating landlords and tenants, making our schools safe and communicating crime prevention information to our citizens and businesses is in keeping with the department mission of protecting our community and preserving quality of life.

2016 Anticipated Costs – Neighborhood Collaboration Officer Program (NCOP)

Salary and Benefits		
	Sergeant	132,205
	Retail Crime Officer	107,058
	Multi-Housing Officer	107,058
	Crime Prevention Specialist	95,243
	Uniforms (3)	3,150
Vehicle Costs		
	Capitalization	11,358
	Fuel	8,148
	Maintenance	2,136
Direct Costs		
	Crime Prevention Meeting Supplies	1,600
	Crime Prevention Promotional Materials	8,950
	Memberships	310
	Training	3,514
	Technology	62,212
Total		**$542,942**

School Resource Officer Program

Program Purpose

This program assigns police officers to the role of a School Resource Officer (SRO). The SRO works at the various schools in our community in partnership with ISD 196 during the academic year. They are present in the schools to provide for the safety and security needs of the students and staff.

We currently have three SROs partnering with ISD 196: One SRO is assigned to the three middle schools in our community (Falcon Ridge Middle School, Scott Highlands Middle School, and Valley Middle School) which have a combined student enrollment of 3,000; one SRO at Apple Valley High School with a student enrollment of 1,800; and one SRO at Eastview High School with a student enrollment of approximately 2,200. The three SROs have the potential of interacting with over 7,000 students on a daily basis.

The SROs do much more than provide for the security and protection of the students and staff in our schools. The SROs play a significant role in intervening in home situations that are less than ideal and assisting students that are in crisis. They also play an educational role teaching students about the criminal justice system, drug abuse, self-respect, the safe operation of motor vehicles and build a relationship between the police and youth of our community.

The duties of the SROs include:

- Addressing crime and disorder problems affecting and occurring in or around middle and high schools.
- Developing and expanding crime prevention efforts for students.
- Educating students in crime prevention and personal safety.
- Educating students in the area of conflict resolution.
- Assisting school staff in the identification of physical changes in the environment that may reduce crime in or around schools.
- Assisting school staff in developing school policies as they relate to crime and recommending procedural changes.

As a part of the overall evaluation of the SRO program, we need to ascertain if there is another government unit that should be performing this function or if it can be contracted out to the private sector.

In some areas of the United States, school districts have established their own police departments. Examples include:

- Clark County School District Police Department in the Las Vegas Metropolitan Area
- San Diego School District Police in San Diego, California
- Los Angeles School District Police Department in the Los Angeles Metropolitan Area

Currently, Minnesota Statutes Chapter 626 does not authorize school districts in the state to create their own police departments.

ISD 196 does provide funding for counselors, social workers and psychologists who work directly with students. They also have staff members that assist with school security. The

SROs fulfill a unique role in that they have one foot in the community, performing traditional police work, and the other foot in the schools, emphasizing safety and serving as a role model for the students. We do not believe that the private sector could be as effective in this role.

Minnesota has experienced violent incidents in schools in the past. Sometimes they have resulted in deaths. The SRO is first and foremost an armed police officer who is charged with protecting the students and staff.

School Resource Officer Incidents Investigated

Academic Year	Apple Valley High School	Eastview High School	Middle Schools
2014 – 2015*	227	223	251
2013 - 2014	203	254	263
2012 - 2013	267	339	313
2011 - 2012	223	247	228
2010 - 2011	279	315	220
2009 - 2010	391	358	262

*This statistic does not include the 53 calls for service handled by the SROs at the School of Environmental Studies and the Alternative Learning Center.

2016 Anticipated Costs – School Resource Officer Program

Salary and Benefits		
	Officers (3)	352,498
	Uniforms	3,150
Vehicle Costs		
	Capitalization	11,358
	Fuel	8,148
	Maintenance	2,136
Direct Costs		
	Training	2,514
	Technology	45,159
Revenue		
	ISD 196 Reimbursement	(155,237)
Total		**269,726**

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
POLICE

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6110 - SALARY-REGULAR EMPLOYEES	4,502,629	4,582,018	4,552,865	2,293,476	4,697,235	4,697,235	4,976,285	4,976,285
6111 - SALARY PART-TIME	24,495	37,516	25,275	18,582	39,035	39,035	40,010	40,010
6112 - SALARY-SEASONAL TEMP	0	0	0	0				
6113 - OVERTIME-REGULAR EMPLOYEES	180,000	282,991	180,000	144,277	184,500	184,500	184,500	184,500
6114 - OVERTIME PART-TIME EMPLOYEES	0	324	0	345				
6117 - HOLIDAY PAY	250,563	150,622	186,520	36,100	124,475	124,475	131,470	131,470
6121 - INSURANCE CASH BENEFIT	0	19,843	0	8,820				
6122 - COMP REQUEST	0	-131,784	0	-68,210				
6123 - SALARY-OTHER	107,958		158,415		230,455	230,455	172,075	172,075
6105 - SALARIES AND WAGES	**5,065,645**	**4,941,530**	**5,103,075**	**2,433,390**	**5,275,700**	**5,275,700**	**5,504,340**	**5,504,340**
6138 - MEDICARE	70,864	66,002	73,995	32,911	74,865	74,865	78,140	78,140
6139 - FICA	34,616	31,965	38,905	15,891	33,440	33,440	34,280	34,280
6141 - PENSIONS-PERA	730,530	707,752	782,280	366,698	791,690	791,690	827,550	827,550
6142 - WORKERS COMPENSATION	129,211	129,181	123,215	64,701	133,500	133,500	153,455	153,455
6144 - LONG-TERM DISABILITY INSURANCE	14,097	11,958	13,960	6,193	13,890	13,890	15,025	15,025
6145 - MEDICAL INSURANCE	722,400	585,888	772,200	308,869	812,520	812,520	838,620	838,620
6146 - DENTAL INSURANCE	0	48,170	0	25,963				
6147 - LIFE INSURANCE-BASIC	0	615	0	166				
6148 - LIFE INSURANCE-SUPP/DEPEND	0	15,310	0	7,188				
6125 - EMPLOYEE BENEFITS	**1,701,718**	**1,596,842**	**1,804,555**	**828,579**	**1,859,905**	**1,859,905**	**1,947,070**	**1,947,070**
6100 - TOTAL PERSONNEL SERVICES	**6,767,363**	**6,538,372**	**6,907,630**	**3,261,969**	**7,135,605**	**7,135,605**	**7,451,410**	**7,451,410**
6210 - OFFICE SUPPLIES	8,300	7,220	8,300	5,069	8,400	8,400	8,400	8,400
6211 - SMALL TOOLS & EQUIPMENT	29,220	22,388	29,420	12,683	19,920	19,920	20,420	20,420
6212 - MOTOR FUELS/OILS	141,200	120,444	141,200	47,747	141,251	121,251	149,076	129,076
6215 - EQUIPMENT-PARTS	20,000	19,766	19,000	5,286	19,000	19,000	20,000	20,000
6216 - VEHICLES-TIRES/BATTERIES	14,000	5,138	14,000	2,247	14,000	14,000	14,000	14,000
6229 - GENERAL SUPPLIES	49,600	50,760	48,050	27,394	61,150	61,150	61,400	61,400
6205 - SUPPLIES	**262,320**	**225,716**	**259,970**	**100,425**	**263,721**	**243,721**	**273,296**	**253,296**
6235 - CONSULTANT SERVICES	12,500	13,033	8,500	4,078	6,500	6,500	7,500	7,500
6237 - TELEPHONE/PAGERS	31,370	31,342	36,370	14,883	50,050	50,050	50,050	50,050
6238 - POSTAGE/UPS/FEDEX	400	456	300	0	300	300	300	300
6239 - PRINTING	6,950	4,538	6,950	1,651	6,550	5,550	6,550	5,550
6240 - CLEANING SERVICE/GARBAGE	1,000	1,052	1,000	566	1,000	1,000	1,000	1,000
6249 - OTHER CONTRACTUAL SERVICES	834,694	834,580	843,660	535,225	852,715	852,715	852,715	852,715
6230 - CONTRACTUAL SERVICES	**886,914**	**885,000**	**896,780**	**556,403**	**917,115**	**916,115**	**918,115**	**917,115**
6255 - UTILITIES-ELECTRIC	250	536	560	493	560	560	560	560
6250 - UTILITIES	**250**	**536**	**560**	**493**	**560**	**560**	**560**	**560**
6265 - REPAIRS-EQUIPMENT	37,400	22,460	36,755	11,972	34,175	30,175	34,175	30,175
6260 - REPAIRS AND MAINTENA	**37,400**	**22,460**	**36,755**	**11,972**	**34,175**	**30,175**	**34,175**	**30,175**
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	46,300	34,245	36,300	10,556	31,850	31,850	31,850	31,850
6276 - SCHOOLS/CONFERENCES/EXP OTHER	6,600	28,293	9,830	9,557	15,590	15,590	15,780	15,780
6277 - MILEAGE/AUTO ALLOWANCE	0	0	0	117				
6278 - SUBSISTENCE ALLOWANCE	0	25	0	0				
6279 - EDUCATION ASSISTANCE	0	0	0	0				
6280 - DUES & SUBSCRIPTIONS	39,592	30,808	41,855	17,823	42,328	38,328	42,328	38,328
6281 - UNIFORM/CLOTHING ALLOWANCE	70,725	80,468	72,450	53,169	73,100	73,100	74,100	74,100
6270 - TRNG/TRAVL/DUES/UNIF	**163,217**	**173,838**	**160,435**	**91,222**	**162,868**	**158,868**	**164,058**	**160,058**

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
POLICE

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6200 - TOTAL OPERATING COSTS	**1,350,101**	**1,307,550**	**1,354,500**	**760,515**	**1,378,439**	**1,349,439**	**1,390,204**	**1,361,204**
6310 - RENTAL EXPENSE	60,818	62,852	64,920	8,171	22,400	22,400	22,400	22,400
6321 - CASH OVER/SHORT	0	-46	0	0				
6330 - SALES/USE TAX		17		0				
6333 - GENERAL-CASH DISCOUNTS	0	-96	0	-40				
6349 - LATE FEES/FINANCE CHARGES	0	5	0	0				
6399 - OTHER CHARGES	12,600	6,746	11,100	842	11,100	9,100	11,100	9,100
6301 - OTHER EXPENDITURES	**73,418**	**69,478**	**76,020**	**8,973**	**33,500**	**31,500**	**33,500**	**31,500**
6300 - TOTAL OTHER EXPENDITURES	**73,418**	**69,478**	**76,020**	**8,973**	**33,500**	**31,500**	**33,500**	**31,500**
6501 - TAXABLE/NON-TAXABLE MISC RESAL		**0**		**0**				
6500 - TOTAL LIQUOR EXPENDITURES		**0**		**0**				
6720 - CAPITAL OUTLAY-FURNITURE & FIX	0	4,544	0	0				
6730 - CAPITAL OUTLAY-TRANSPORTATION	0	1,681	0	0				
6740 - CAPITAL OUTLAY-MACH/EQ/OTHER	0	34,178	0	12,000				
6745 - VERF CHARGES	175,600	175,596	189,630	80,923	196,870	196,870	196,870	196,870
6701 - TOTAL CAPITAL OUTLAY	**175,600**	**215,998**	**189,630**	**92,923**	**196,870**	**196,870**	**196,870**	**196,870**
6700 - TOTAL CAPITAL OUTLAY	**175,600**	**215,998**	**189,630**	**92,923**	**196,870**	**196,870**	**196,870**	**196,870**
	8,366,482	**8,131,398**	**8,527,780**	**4,124,380**	**8,744,414**	**8,713,414**	**9,071,984**	**9,040,984**

CITY OF APPLE VALLEY
2016 BUDGET
ACCOUNT DETAIL

DEPT 20: POLICE - 1200

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 FROM 15-16 BUDGET	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
	REVENUES:								
4250	Accident reports	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
4259	Other Public Safety fees	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,200
4259	Drug Task Force	-	-	-					
4259	ISD 196 Fees (SRO program)	152,176	153,700	153,700	155,235	155,235	155,235	155,235	158,300
4259	Post Board Training Reimbursement	-	19,000	-				19,000	19,000
5345	Police Special Detail (extra duty)	40,000	45,000	45,000	46,400	46,400	46,400	46,400	47,300
4140	State Aid - Police PERA aid	330,000	330,000	330,000	330,000	330,000	330,000	335,000	340,000
4150	Grants, Dakota County Traffic Safety (Safe & Sc	18,000	18,000	18,000	18,000	18,000	18,000		
	USDOJ and MN Ballastic Vest Reimbursement	7,700	4,400	4,400	3,300	3,300	3,300	4,400	4,400
	TOTAL REVENUES	558,876	581,100	562,100	563,935	563,935	563,935	571,035	580,200
	SALARIES								
6110	Regular Employees	4,502,629	4,552,865	4,552,865	4,751,400	4,697,235	4,697,235	4,976,285	4,976,285
	Holiday/Invest Stipend/Master Pat	250,563	186,520	186,520	200,430	124,475	124,475	131,470	131,470
6111	Salary-Part-time	24,495	25,275	25,275	25,905	39,035	39,035	40,010	40,010
6112	Salary-Seasonal Temp	-	-	-					
6113	Overtime - Regular	180,000	180,000	180,000	180,000	184,500	184,500	184,500	184,500
6123	Salaries - Other	107,958	158,415	158,415	156,180	230,455	230,455	172,075	172,075
6138	Medicare	70,864	73,995	73,995	77,050	74,865	74,865	78,140	78,140
6139	FICA	34,616	38,905	38,905	39,920	33,440	33,440	34,280	34,280
6141	Pension - PERA	730,530	782,280	782,280	815,020	791,690	791,690	827,550	827,550
6142	Work Comp Ins	129,211	123,215	123,215	130,785	133,500	133,500	153,455	153,455
6144	Long-term Disability Insurance	14,097	13,960	13,960	14,615	13,890	13,890	15,025	15,025
6145	Hospital & Life Insurance	722,400	772,200	772,200	809,760	812,520	812,520	838,620	838,620
	Total	6,767,363	6,907,630	6,907,630	7,201,065	7,135,605	7,135,605	7,451,410	7,451,410
6210	**OFFICE SUPPLIES**								
	Paper & Supplies	7,000	7,000	6,200	7,000	7,000	7,000	7,000	7,000
	Ticket Writer Paper	1,300	1,300	1,000	1,400	1,400	1,400	1,400	1,400
	Total	8,300	8,300	7,200	8,400	8,400	8,400	8,400	8,400
6211	**SMALL TOOL & EQUIPMENT**								
	AED Units	2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200
	Chemical Aerosol Replacement	1,000	1,000	970	1,000	1,000	1,000	1,000	1,000
	Clerical Headset Replacements	250	250	250	250	250	250	250	250
	Data Master Mouthpieces	500	500	500	500	500	500	500	500
	Equipment Counsoles	-	-		-	-	-		
	Evidence Bar Code Scanner	-	-		-	-	-		
	Fire Extinguishers/Car Door Openers	2,800	2,000	2,000	2,000	-	-	500	500
	Forensic Computer Supplies	750	750	750	750	750	750	750	750
	Investigation Supplies	6,500	6,500	6,500	7,000	Move to 6229	Move to 6229		
	K-9 Equipment	500	500	500	500	500	500	500	500
	Light Bars and Control Heads	-	-		-	-	-		
	Patrol Supplies	3,000	3,000	3,000	3,500	Move to 6229	Move to 6229		
	Portable Breath Testers	2,120	2,120	2,000	2,120	2,120	2,120	2,120	2,120
	Prisoner Transport Seats	-	-		-	-	-		
	Push Bumpers	-	-		-	-	-		
	Radar Units	8,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
	Side Vehicle Lighting Systems	-	-		-	-	-		
	Siren Speakers	-	-		-	-	-		
	Tasers	3,600	5,600	5,600	5,600	7,600	7,600	7,600	7,600
	Trunk Equipment Mounting Trays	-	-		-	-	-		
	Vehicle Partitions	-	-		-	-	-		
	Weapon Mounting Systems	-	-		-	-	-		
	Sales Tax Savings	(2,000)			-	-	-		
	Total	29,220	29,420	29,270	30,420	19,920	19,920	20,420	20,420
6212	**MOTOR FUELS/OILS**								
	Gas	138,800	138,800	120,000	141,576	138,776	118,775	146,576	126,576
	Oil	2,400	2,400	2,400	2,400	2,475	2,475	2,500	2,500
	Total	141,200	141,200	122,400	143,976	141,251	121,250	149,076	129,076
6215	**EQUIPMENT - PARTS**								
	Batteries (Laptop, AA, AAA, C, D)	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000
	Bike Parts	750	750	750	750	750	750	750	750
	Gun Parts Replacement	1,000	1,000	1,000	1,000	1,000	1,000	1,500	1,500
	Patrol/Inv/Admin Vehicles	14,000	13,000	12,000	13,000	13,000	13,000	13,500	13,500
	Squad License Plates	250	250	250	250	250	250	250	250
	Total	20,000	19,000	18,000	19,000	19,000	19,000	20,000	20,000
6216	**EQUIPMENT - TIRES/BATTERIES**								
	Patrol/Inv/Admin Vehicles	14,000	14,000	10,000	14,000	14,000	14,000	14,000	14,000
	Total	14,000	14,000	10,000	14,000	14,000	14,000	14,000	14,000

CITY OF APPLE VALLEY
2016 BUDGET
ACCOUNT DETAIL

DEPT 20: POLICE - 1200

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 FROM 15-16 BUDGET	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
6229	**GENERAL SUPPLIES**								
	12 Gauge Less Lethal Ammo	1,000	1,000	1,000	1,100	1,100	1,100	1,100	1,100
	AED Batteries/Pads				-	3,000	3,000	3,000	3,000
	Ammunition	17,000	17,500	17,500	18,000	18,000	18,000	18,000	18,000
	Canine Supplies & Food	6,000	2,450	2,450	2,450	2,450	2,450	2,450	2,450
	Cell Phone Batteries/Supplies	350	350	100	350	350	350	350	350
	Coffee / Water / Meeting Supplies	2,750	2,750	2,750	2,750	2,750	2,750	2,750	2,750
	Crime Prevention Meeting Supplies	1,600	1,600	1,600	1,600	1,600	1,600	1,600	1,600
	Crime Prevention Promotional Materials	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000
	Detention Supplies	500	500	500	500	500	500	500	500
	First Aid Supplies	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000
	Flares	250	250	250	250	350	350	500	500
	Flex Cuffs	100	100	100	100	100	100	100	100
	Hearing Protectors	100	100	100	100	-	-	100	100
	Investigation Supplies				-	6,500	6,500	6,500	6,500
	MAAG Supplies	6,600	6,600	6,600	6,600	6,600	6,600	6,600	6,600
	Narcotic Field Testing Kits	450	450	450	450	450	450	450	450
	Photo Supplies	-	-		-	-	-		
	Patrol Supplies				-	3,000	3,000	3,000	3,000
	Shooting Glasses	150	150	150	150	150	150	150	150
	Targets/Gun Cleaning Materials	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
	Taser Cartridges/Batteries	3,250	3,250	3,250	3,250	3,250	3,250	3,250	3,250
	Overall reduction to history								
	Sales Tax Savings	(1,500)							
	Total	49,600	48,050	47,800	48,650	61,150	61,150	61,400	61,400
6235	**CONSULTANT SERVICES**								
	Canine Vet Services	5,000	3,000	2,500	3,000	3,000	3,000	3,000	3,000
	Computer Consulting Services	-	-						
	Mantoux & Hepatitis Test & Inoculations	500	500		500	500	500	500	500
	Master Patrol Fitness Testing	-	-						
	Pre-employment Medicals & Psychologicals	7,000	5,000	4,500	5,000	3,000	3,000	4,000	4,000
	Total	12,500	8,500	7,000	8,500	6,500	6,500	7,500	7,500
6237	**TELEPHONE/PAGERS**								
	Cellular Phone Services	13,600	18,600	18,600	18,600	33,000	33,000	33,000	33,000
	Cellular Phone Service - Drug Task Force	720	720	720	720	-	-		
	Frontier Phone Lines	250	250	250	250	250	250	250	250
	Verizon LTE 4G Wireless Services	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
	Telephone Language Translation Service	1,800	1,800	1,800	1,800	1,800	1,800	1,800	1,800
	Total	31,370	36,370	36,370	36,370	50,050	50,050	50,050	50,050
6238	**POSTAGE/UPS/FEDEX**								
	UPS Expense	400	300	300	300	300	300	300	300
	Total	400	300	300	300	300	300	300	300
6239	**PRINTING/PUBLISHING**								
	Annual Report	500	500	500	500	100	100	100	100
	Business Cards	1,500	1,500	1,250	1,500	1,500	1,500	1,500	1,500
	Crime Prevention Materials	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
	Evidence Labels and Bar Codes	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
	Forms/Stationery/Envelopes	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
	Misc Printing	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
	Night to Unite Yard Signs	950	950	950	950	950	950	950	950
	Trend Reduction						(1,000)		(1,000)
	Total	6,950	6,950	6,700	6,950	6,550	5,550	6,550	5,550
6240	**C. SERVICE/GARBAGE REMOVAL**								
	Blanket Cleaning	-	-						
	Shredding Service	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
	Total	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
6249	**OTHER CONTRACTUAL SERVICES**								
	DCC Debt Service	-	-						
	911 fund balance applied equally over next 5 years t	(76,400)	(79,400)	(79,400)	(79,400)	(79,400)	(79,400)	(79,400)	(79,400)
	DCC Fees (General & Capital Projects)	903,394	915,360	915,360	924,514	924,514	924,514	924,514	924,514
	DCC REBATE credit applied 2010 to 2012	-	-		-	-	-	-	-
	Background Investigation Fees	4,000	4,000	4,000	4,000	2,000	2,000	2,000	2,000
	Consolidated Lead Evaluation and Reporting	1,200	1,200	1,200	1,200	3,101	3,101	3,101	3,101
	Evidentiary Impound & Tow Fees	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500
	Film Processing	-	-		-	-	-	-	-
	Total	834,694	843,660	843,660	852,814	852,715	852,715	852,715	852,715
6255	**UTILITIES - ELECTRIC**								
	Dakota Electric and Excel Energy	550	960	960	960	960	960	960	960
	Reimbursement from Eagan PD for Range	(300)	(400)	(400)	(400)	(400)	(400)	(400)	(400)
	Total	250	560	560	560	560	560	560	560

CITY OF APPLE VALLEY
2016 BUDGET
ACCOUNT DETAIL

DEPT 20: POLICE - 1200

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 FROM 15-16 BUDGET	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
6265	**REPAIRS - EQUIPMENT**								
	***** = Service Contract**								
	*** Booking Photo Imaging Maintenance	500	520	520	535	535	535	535	535
	*** Digital Dictation	5,050	4,305	4,305	4,435	4,435	4,435	4,435	4,435
	*** Konica Copiers Maintenance	1,650	1,650	1,650	1,700	2,400	2,400	2,400	2,400
	*** L-3 Digital ICV/Body Cam Server Maint	4,200	2,465	2,465	2,465	5,000	5,000	5,000	5,000
	*** Motorola Radio Extended Warranty	4,215	4,215	4,215	4,215	4,300	4,300	4,300	4,300
	*** Quetel Software Maintenance	3,000	3,800	3,800	3,925	3,000	3,000	3,000	3,000
	*** Ricoh Copier Maintenance	300	300	300	300	-	-	-	-
	AED Maintenance/Repairs/Pads	3,000	3,000	3,000	3,000	Move to 6229	Move to 6229	-	-
	Bike Service	-	-	-	-	-	-	-	-
	Car Washes	4,000	4,000	3,000	4,000	4,000	4,000	4,000	4,000
	L-3 Digital ICV/Body Cam Repairs	4,500	4,500	4,500	4,500	-	-	-	-
	Canine Visual Pro Software					75	75	75	75
	LOGIS Mobiles Support Maintenance	25,049	28,450	28,450	33,570	31,753	31,753	31,753	31,753
	LOGIS Support is included in Data Processing	(25,049)	(28,450)	(28,450)	(33,570)	(31,753)	(31,753)	(31,753)	(31,753)
	LOGIS RMS Support Maintenance	67,496	78,607	78,607	92,756	96,744	96,744	96,744	96,744
	LOGIS RMS is included in Data Processing	(67,496)	(78,607)	(78,607)	(92,756)	(96,744)	(96,744)	(96,744)	(96,744)
	Misc. Small Equipment Repairs	1,000	1,000	1,000	1,000	1,780	1,780	3,430	3,430
	Radar Recertifications	1,500	-	-	1,650	1,650	1,650	-	-
	Radio Repairs	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
	Squad Car - Not in House	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000
	Squad Graphics - Repair	-	-	-	-	-	-	-	-
	Vehicle Refitting	-	-	-	-	-	-	-	-
	Sales Tax Savings	(2,515)							
	Trend Reduction						(4,000)		(4,000)
	Total	37,400	36,755	35,755	38,725	34,175	30,175	34,175	30,175
6275	**SCHOOL/CONF/EXP - LOCAL**								
	Canine Training School	12,000	1,750	1,750	1,750	1,750	1,750	1,750	1,750
	Canine Training School-Out of 2013 savings								
	Chaplains Training	500	500	500	500	500	500	500	500
	Child Safety Seat	-	-	-	-	-	-		
	Crisis Intervention Training	-	-	-	-	1,000	1,000	1,000	1,000
	Explorer Training/Meeting Expense	100	100	100	100	100	100	100	100
	IACP Conference	3,300	3,500	3,500	3,500	Move to 6276	Move to 6276	-	-
	Meal Expense Reimbursement Training/Court	2,600	2,600	2,600	2,600	2,600	2,600	2,600	2,600
	MILO Training - SCALE Facility	-	-	-	-	-	-		
	MN Chiefs of Police Executive Training Institute	1,900	1,950	1,950	2,000	Move to 6276	Move to 6276	-	-
	Municipals	-	-	-	-	-	-		
	Program Sharing Conference	-	-	-	-	-	-		
	Rotary Meetings	500	500	500	500	500	500	500	500
	Specialty Schools	-	-	-	-	-	-		
	Specialized Training - Crime Prevention/NCOP	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
	Specialized Training - Detectives	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000
	Specialized Training - Firearm Instructors	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
	Specialized Training - Patrol Officers	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000
	Specialized Training - Records Unit	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500
	Specialized Training - Supervisors	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000
	Specialized Training - SRO	900	900	900	900	900	900	900	900
	Specialized Training - Use of Force Instructors	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
	Staff Development Training								
	State Mandated Training	8,000	8,000	8,000	8,000	8,000	8,000	8,000	8,000
	Overall reduction due to history								
	Total	46,300	36,300	36,300	36,350	31,850	31,850	31,850	31,850
6276	**SCHOOL/CONF/EXP - OTHER**								
	Can-Am Narcotics Conference	350	400	400	400	430	430	450	450
	Crime Prevention Training/CPTED	-	-		-	-	-		
	IACP Conference					4,330	4,330	4,500	4,500
	Juvenile Officers Institute	750	750	685	750	750	750	750	750
	K-9 Drug Certification	-	180	180	180	180	180	180	180
	FBI NA NW Chapter Training Conference					1,000	1,000	1,000	1,000
	MAAG - Annual Training Exercise	1,800	1,800	1,800	1,800	1,800	1,800	1,800	1,800
	MN Chiefs of Police Executive Training Institute					2,000	2,000	2,000	2,000
	National Explorer Conference					1,000	1,000	1,000	1,000
	Out State Specialty Training	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500
	Special Operations Training Assn. Conference	1,200	1,200	1,200	1,200	1,600	1,600	1,600	1,600
	FBI National Academy	-	3,000	3,000	-	-	-		
	Total	6,600	9,830	9,765	6,830	15,590	15,590	15,780	15,780
6279	**EDUCATION ASSISTANCE**								
	Tuition Reimbursement.	-	-						
	Total	-	-	-	-	-	-	-	-

CITY OF APPLE VALLEY
2016 BUDGET
ACCOUNT DETAIL

DEPT 20: POLICE - 1200

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 FROM 15-16 BUDGET	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
6280	**DUES & SUBSCRIPTIONS**								
	Association of Training Officers of MN	200	200	200	200	200	200	200	200
	Crime Prevention Officers Association	180	180	180	180	180	180	180	180
	Criminal Code/Law Books	50	50	50	50	50	50	50	50
	Dakota County Chiefs of Police Association	500	700	700	700	600	600	600	600
	DC 800 MHz Access Fee	26,970	27,600	27,600	28,520	28,483	28,485	28,483	28,483
	Explorer Re-charter	250	250	250	250	250	250	250	250
	International Association of Chiefs of Police	400	400	300	400	450	450	450	450
	MAAG Dues	8,300	8,300	8,300	8,300	8,300	8,300	8,300	8,300
	Misc. Books & Publications	500	500	460	500	500	500	500	500
	MN Chiefs of Police Association	402	580	450	580	580	580	580	580
	MN Law Enforcement Explorers Association	60	75	75	75	75	75	75	75
	MN Multi-Housing Assn. Coalition	130	130	130	130	130	130	130	130
	National FBI Academy Association/LEEDA	100	350	170	350	350	350	350	350
	Police License Renewals ($90 each)	1,170	2,160	2,160	1,800	1,800	1,800	1,800	1,800
	Rotary Dues	200	200	200	200	200	200	200	200
	Tri-County Investigators Association	100	100	100	100	100	100	100	100
	U.S. Police Canine Association	80	80	80	80	80	80	80	80
	Trend Reduction						(4,000)		(4,000)
	Total	39,592	41,855	41,405	42,415	42,328	38,330	42,328	38,328
6281	**UNIFORM/CLOTHING ALLOWANCE**								
	Awards/Plaques/Commendation Medals	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000
	Bike Uniforms	1,000	1,000	750	1,000	1,000	1,000	1,000	1,000
	Chaplain/Volunteer Program Clothing	500	500	500	500	500	500	500	500
	MAAG	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
	Patches/Badges	3,000	2,500	2,500	2,500	2,500	2,500	2,500	2,500
	Records Personnel Uniforms	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000
	Replacement Ballastic Vests	7,700	4,400	4,400	3,300	4,000	4,000	5,000	5,000
	Sworn Officers	49,025	53,550	53,550	54,600	54,600	54,600	54,600	54,600
	Sworn Officers New Hires	2,000	3,000	5,882	2,000	3,000	3,000	3,000	3,000
	Uniforms & Badges, Explorer Program	500	500	500	500	500	500	500	500
	Total	70,725	72,450	75,082	71,400	73,100	73,100	74,100	74,100
6310	**RENTAL EXPENSE**								
	CJDN Connection Fees-BCA Desktop Query	5,760	5,760	5,760	5,760	5,760	5,760	5,760	5,760
	CJDN Connection Fees-BCA Mobile Query	5,040	5,040	5,040	5,040	5,040	5,040	5,040	5,040
	CJDN Connection Fees-BCA Submission	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200
	CJIIN	37,193	41,120	41,120	Tri Tech	Tri Tech	Tri Tech	Tri Tech	Tri Tech
	Konica Minolta Copier Leases	8,025	8,200	8,200	8,200	6,800	6,800	6,800	6,800
	Vehicle Lease (Drug Task Force)	3,600	3,600	3,600	3,600	3,600	3,600	3,600	3,600
	Total	60,818	64,920	64,920	23,800	22,400	22,400	22,400	22,400
6399	**OTHER CHARGES**								
	Blood Tests	3,000	1,500	1,000	1,500	1,500	1,500	1,500	1,500
	Outdoor Range Maintenance/Repairs	8,000	8,000	8,000	8,000	8,000	8,000	8,000	8,000
	Scale Calibration Maintenance	500	500	650	500	500	500	500	500
	Subpoena Fees	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100
	Trend Reduction						(2,000)		(2,000)
	Total	12,600	11,100	10,750	11,100	11,100	9,100	11,100	9,100
6730	**CAPITAL OUTLAY - VEHICLES**								
	Sedans (Admin.)			54,000					
	Squad Cars			112,000					
	Van (Detectives)								
	Total	-	-	166,000	-	-	-	-	-
6740	**CAPITAL OUTLAY - OTHER ITEMS**								
	AR-15 Squad Rifle Replacements	23,000							
	(Trade in Value)	(1,800)							
	Out of 12013 Savings	(21,200)							
	Briefing room chairs								
	Cabinet Door Replacement Project								
	Desk Chairs - 3								
	Evidence Inventory & Control Software								
	Lobby furniture (out of '14 savings)		-						
	Total	-	-	-	-	-	-	-	-
6745	**VEHICLE REPLACEMENT**								
	VERF-Vehicle Replacement Charges	175,600	189,630	189,630	196,870	196,870	196,870	196,870	196,870
	Total	175,600	189,630	189,630	196,870	196,870	196,870	196,870	196,870
	Total Net of Personnel	1,599,119	1,620,150	1,759,867	1,598,430	1,608,809	1,577,810	1,620,574	1,589,574
	TOTAL EXPENSES	$ 8,366,482	$ 8,527,780	$ 8,667,497	8,799,495	8,744,414	8,713,414	9,071,984	9,040,984
	TOTAL REVENUES (from Above) :	$ 558,876	$ 581,100	$ 562,100	563,935	563,935	563,935	571,035	580,200
	NET ADDITION TO (USE OF) GENERAL REV	$ (7,807,606)	$ (7,946,680)	$ (8,105,397)	(8,235,560)	(8,180,479)	(8,149,479)	$ (8,500,949)	$ (8,460,784)

Notes:

COMPANY	DEPARTMENT	BUSINESS UNIT	ACTIVITY
1000	21	1290	Civil Defense

DESCRIPTION OF ACTIVITY

Civil Defense

The City Council designates an Emergency Management Director. The Police Chief serves in this capacity. Duties include maintenance of the nine outdoor warning sirens, insuring that the Emergency Operations Center is properly equipped, updating and coordinating the periodic exercising the City's Emergency Operations Plan. The Police Chief works closely with the Fire Chief and the Dakota County Emergency Operations Director in coordinating Civil Defense activities.

MAJOR OBJECTIVES FOR 2016

Continue ongoing maintenance on outdoor warning sirens including monitoring and replacement of DC power supply (batteries) as needed. Members of the Apple Valley Police Department supervisory team will continue to receive training in the National Incident Management System (NIMS) by attending the various NIMS courses provided by the Dakota County Domestic Preparedness Committee.

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Actual 2012	Actual 2013	Actual 2014	Actual 2015	Proposed 2016
Number of Warning Sirens	9	9	9	9	9

Summary Budget
Department 21 Civil Defense

	2012 Actual	2013 Actual	2014 Actual	2014 Adopted	2015 Proposed	2016 Proposed	2017 Proposed
Revenue:							
Expenditures:							
Supplies	1,007	1,089	1,046	2,000	1,000	2,000	2,000
Contractual Serv.	10,888	12,946	15,439	15,410	14,410	16,410	16,410
Utilities	589	589	549	650	675	675	675
Repairs & Maint.	566	2,672	517	3,000	1,000	3,000	1,000
Training/Travel/Dues	-	-	-	500	100	500	500
Capital outlay	-	-	-	-	-	-	-
Total Exp	13,050	17,296	17,551	21,560	17,185	22,585	20,585
Net addition to (use of) general revenues	(13,050)	(17,296)	(17,551)	(21,560)	(17,185)	(22,585)	(20,585)

2016 CAPITAL OUTLAY

None

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
CIVIL DEFENSE

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6105 - SALARIES AND WAGES	**0**		**0**					
6100 - TOTAL PERSONNEL SERVICES	**0**		**0**					
6211 - SMALL TOOLS & EQUIPMENT	2,000	30	1,000	120	2,000	2,000	2,000	2,000
6215 - EQUIPMENT-PARTS		624		574				
6216 - VEHICLES-TIRES/BATTERIES		0		0				
6229 - GENERAL SUPPLIES		392		0				
6205 - SUPPLIES	**2,000**	**1,046**	**1,000**	**694**	**2,000**	**2,000**	**2,000**	**2,000**
6238 - POSTAGE/UPS/FEDEX		29		0				
6249 - OTHER CONTRACTUAL SERVICES	15,410	15,410	14,410	15,410	15,410	16,410	15,410	16,410
6230 - CONTRACTUAL SERVICES	**15,410**	**15,439**	**14,410**	**15,410**	**15,410**	**16,410**	**15,410**	**16,410**
6255 - UTILITIES-ELECTRIC	650	549	675	184	675	675	675	675
6250 - UTILITIES	**650**	**549**	**675**	**184**	**675**	**675**	**675**	**675**
6265 - REPAIRS-EQUIPMENT	3,000	517	1,000	0	3,000	3,000	3,000	1,000
6260 - REPAIRS AND MAINTENA	**3,000**	**517**	**1,000**	**0**	**3,000**	**3,000**	**3,000**	**1,000**
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	400	0	100	0	400	400	400	400
6280 - DUES & SUBSCRIPTIONS	100	0	0	0	100	100	100	100
6270 - TRNG/TRAVL/DUES/UNIF	**500**	**0**	**100**	**0**	**500**	**500**	**500**	**500**
6200 - TOTAL OPERATING COSTS	**21,560**	**17,550**	**17,185**	**16,287**	**21,585**	**22,585**	**21,585**	**20,585**
6301 - OTHER EXPENDITURES		**0**		**0**				
6300 - TOTAL OTHER EXPENDITURES		**0**		**0**				
6701 - TOTAL CAPITAL OUTLAY	**0**	**0**	**0**	**0**				
6700 - TOTAL CAPITAL OUTLAY	**0**	**0**	**0**	**0**				
	21,560	**17,550**	**17,185**	**16,287**	**21,585**	**22,585**	**21,585**	**20,585**

CITY OF APPLE VALLEY
2016 BUDGET
ACCOUNT DETAIL

DEPT 21: CIVIL DEFENSE - 1290

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 FROM 15-16 BUDGET	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
6211	**SMALL TOOL & EQUIPMENT**								
	Siren Maint Supplies	1,000	500	500	500	1,000	1,000	1,000	1,000
	Avian Flu Supplies	1,000	500	500	500	1,000	1,000	1,000	1,000
	Total	2,000	1,000	1,000	1,000	2,000	2,000	2,000	2,000
6249	**OTHER CONTRACTUAL SERVICES**								
	DCDPC Annual Dues	15,410	14,410	14,410	14,410	15,410	16,410	15,410	16,410
	Total	15,410	14,410	14,410	14,410	15,410	16,410	15,410	16,410
6255	**UTILITIES - ELECTRIC**								
	Dakota Electric - Excel Energy	650	675	675	675	675	675	675	675
	Total	650	675	675	675	675	675	675	675
6265	**REPAIRS - EQUIPMENT**								
	Routine Maintenance	3,000	1,000	1,000	1,000	3,000	3,000	3,000	1,000
	Trend Reduction								
	Total	3,000	1,000	1,000	1,000	3,000	3,000	3,000	1,000
6275	**SCHOOL/CONF/EXP - LOCAL**								
	Exercise Expenses	400	100	-	100	400	400	400	400
	Total	400	100	-	100	400	400	400	400
6276	**SCHOOL/CONF/EXP - OTHER**								
	Total	-	-	-	-	-	-	-	-
6280	**DUES & SUBSCRIPTIONS**								
	AMEM	100	-		-	100	100	100	100
	Total	100	-	-	-	100	100	100	100
6740	**CAPITAL OUTLAY - OTHER ITEMS**								
	Siren Radio Replacement								
	Total	-	-	-	-	-	-	-	-
	Total Net of Personnel	21,560	17,185	17,085	17,185	21,585	22,585	21,585	20,585
	TOTAL EXPENSES	$ 21,560	$ 17,185	$ 17,085	$ 17,185	$ 21,585	$ 22,585	$ 21,585	$ 20,585

Notes:

COMPANY	DEPARTMENT	BUSINESS UNIT	ACTIVITY
1000	22	1295	Comm Serv Offic (CSO)

DESCRIPTION OF ACTIVITY

Community Service Officer

A Community Service Officer (CSO) provides support in crime prevention, investigation, and response where full police powers are unnecessary and assists police officers in upholding law and order. CSOs work under the supervision of a patrol sergeant. They perform duties that don't require the level of training or expertise of a police officer, thereby freeing the officer to engage in activities that do require their attention.

The duties of the CSOs include:

- Fingerprinting citizens applying for certain licenses from state agencies or adoption.
- Assisting patrol officers in performing traffic control, such as accident scene traffic control, special events control, and other similar situations.
- Assisting officers in requesting and ensuring vehicle tows are completed at accident scenes and other arrest situations where a vehicle is involved.
- Assisting in booking prisoners at the police station.
- Handling dog bite calls, animal at large calls and injured animal calls.
- Opening locked car doors for citizens.
- Delivering City Council agenda packets.
- Delivering the City Hall mail to the post office each day.
- Deploying the radar display speed trailers as well as "Car 54".
- Enforcing certain ordinance violations including selected parking violations.
- Maintaining department supplies and equipment.
- Shuttling squad cars back and forth from the police station to mechanics at CMF.
- Transporting evidence to and from the Minnesota Bureau of Criminal Apprehension for analysis.
- Monitoring winter sidewalk snow shoveling complaints.

MAJOR OBJECTIVES FOR 2015

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Actual 2012	Actual 2013	Actual 2014	Projected 2015	Projected 2016
Number of Animal Licenses Sold	599	524	503	510	510

Regular Status Personnel Schedule –FTE's					
Position Title	Adopted 2012	Adopted 2013	Adopted 2014	Adopted 2015	Proposed 2016
CSO	2.8	2.8	2.8	2.8	2.8

Temporary Status Personnel Schedule – Hours (Part Time)					
Position Title	Adopted 2012	Adopted 2013	Adopted 2014	Adopted 2015	Proposed 2016
CSO (Additional time)	1356	1381	1381	1381	1381

Summary Budget Department 22 Comm Serv Offic (CSO)							
	2012 Actual	2013 Actual	2014 Actual	2014 Adopted	2015 Adopted	2016 Proposed	2017 Proposed
Revenue:							
FEES-Animal Pickup	4,763	5,295	7,000	7,000	7,000	7,000	7,100
LICENSE-Dog (pub.safety)	5,828	5,017	5,000	5,000	5,000	5,200	5,300
	10,591	10,312	12,000	12,000	12,000	12,200	12,400
Expenditures:							
Salaries & Wages	47,899	62,244	63,291	97,716	71,015	72,870	76,215
Emp. Benefits	6,962	9,347	9,288	17,373	12,620	13,050	13,860
Supplies	6,960	11,290	7,950	6,825	6,970	6,625	7,125
Contractual Serv.	7,997	5,980	5,329	7,950	7,700	6,700	6,700
Repairs & Maint.	-		-	-			
Training/Travel/Dues	504	2,500	1,419	2,500	2,600	2,600	3,500
Other Exp.	-		-	-			
Capital outlay	-		-	-			
	70,321	91,361	87,277	132,364	100,905	101,845	107,400
Net addition to (use of) general revenues	70,321	91,361	87,277	132,364	100,905	101,845	107,400

2016 CAPITAL OUTLAY

None

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
COMM SERV OFFIC (CSO)

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6110 - SALARY-REGULAR EMPLOYEES	0	0	0	0				
6111 - SALARY PART-TIME	94,192	60,296	68,810	33,939	70,625	70,625	74,200	74,200
6112 - SALARY-SEASONAL TEMP	0		0					
6114 - OVERTIME PART-TIME EMPLOYEES		2,994		680				
6123 - SALARY-OTHER	3,524		2,205		2,245	2,245	2,015	2,015
6105 - SALARIES AND WAGES	**97,716**	**63,291**	**71,015**	**34,619**	**72,870**	**72,870**	**76,215**	**76,215**
6138 - MEDICARE	1,417	918	1,030	502	1,055	1,055	1,105	1,105
6139 - FICA	6,058	3,924	4,400	2,146	4,520	4,520	4,725	4,725
6141 - PENSIONS-PERA	7,084	2,649	5,325	1,821	5,465	5,465	5,715	5,715
6142 - WORKERS COMPENSATION	2,814	1,797	1,865	1,015	2,010	2,010	2,315	2,315
6125 - EMPLOYEE BENEFITS	**17,373**	**9,288**	**12,620**	**5,485**	**13,050**	**13,050**	**13,860**	**13,860**
6100 - TOTAL PERSONNEL SERVICES	**115,089**	**72,578**	**83,635**	**40,103**	**85,920**	**85,920**	**90,075**	**90,075**
6211 - SMALL TOOLS & EQUIPMENT	500	358	300	0	300	300	300	300
6212 - MOTOR FUELS/OILS	5,250	7,453	5,595	3,836	5,250	5,250	5,750	5,750
6216 - VEHICLES-TIRES/BATTERIES	750	0	750	0	750	750	750	750
6229 - GENERAL SUPPLIES	325	138	325	0	325	325	325	325
6205 - SUPPLIES	**6,825**	**7,950**	**6,970**	**3,836**	**6,625**	**6,625**	**7,125**	**7,125**
6235 - CONSULTANT SERVICES		0		0				
6239 - PRINTING	500	0	250	0	250	250	250	250
6249 - OTHER CONTRACTUAL SERVICES	7,450	5,329	7,450	1,454	7,450	6,450	7,450	6,450
6230 - CONTRACTUAL SERVICES	**7,950**	**5,329**	**7,700**	**1,454**	**7,700**	**6,700**	**7,700**	**6,700**
6260 - REPAIRS AND MAINTENA		**0**		**0**				
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	500	0	500	0	500	500	500	500
6281 - UNIFORM/CLOTHING ALLOWANCE	2,000	1,419	2,100	75	2,100	2,100	3,000	3,000
6270 - TRNG/TRAVL/DUES/UNIF	**2,500**	**1,419**	**2,600**	**75**	**2,600**	**2,600**	**3,500**	**3,500**
6200 - TOTAL OPERATING COSTS	**17,275**	**14,697**	**17,270**	**5,365**	**16,925**	**15,925**	**18,325**	**17,325**
6333 - GENERAL-CASH DISCOUNTS				0				
6301 - OTHER EXPENDITURES		**0**		**0**				
6300 - TOTAL OTHER EXPENDITURES		**0**		**0**				
	132,364	**87,276**	**100,905**	**45,467**	**102,845**	**101,845**	**108,400**	**107,400**

CITY OF APPLE VALLEY
2016 BUDGET
ACCOUNT DETAIL

DEPT 22: COMM SERV OFFIC (CSO) - 1295

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 FROM 15-16 BUDGET	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
6110	**SALARIES**								
6111	Salary - Part-time	94,192	68,810	68,810	70,625	70,625	70,625	74,200	74,200
6112	Salary-Seasonal Temp								
6123	Salary - Other	3,524	2,205	2,205	2,245	2,245	2,245	2,015	2,015
6138	Medicare	1,417	1,030	1,030	1,055	1,055	1,055	1,105	1,105
6139	FICA	6,058	4,400	4,400	4,520	4,520	4,520	4,725	4,725
6141	PERA	7,084	5,325	5,325	5,465	5,465	5,465	5,715	5,715
6142	Work Comp	2,814	1,865	1,865	2,010	2,010	2,010	2,315	2,315
	Total	115,089	83,635	83,635	85,920	85,920	85,920	90,075	90,075
6211	**SMALL TOOL & EQUIPMENT**								
	Cages, Traps, Repellent, Gloves	500	300	300	300	300	300	300	300
	Total	500	300	300	300	300	300	300	300
6212	**MOTOR FUELS/OILS**								
	Gas	5,000	5,345	5,000	5,000	5,000	5,000	5,500	5,500
	Oil	250	250	250	250	250	250	250	250
	Total	5,250	5,595	5,250	5,250	5,250	5,250	5,750	5,750
6216	**EQUIPMENT - TIRES/BATTERIES**								
	Animal Control Trucks	750	750	750	750	750	750	750	750
	Total	750	750	750	750	750	750	750	750
6229	**GENERAL SUPPLIES**								
	Dog Licenses	175	175	175	175	175	175	175	175
	Dog Nooses/Misc Supplies	150	150	150	150	150	150	150	150
	Total	325	325	325	325	325	325	325	325
6239	**PRINTING/PUBLISHING**								
	Printing	500	250	-	250	250	250	250	250
	Total	500	250	-	250	250	250	250	250
6249	**OTHER CONTRACTUAL SERVICES**								
	Palomino Pet Hospital	7,450	7,450	7,450	7,450	7,450	6,450	7,450	6,450
	Boarding Fees Recapture Credit								
	Wildlife Trapping Service								
	Total	7,450	7,450	7,450	7,450	7,450	6,450	7,450	6,450
6275	**SCHOOL/CONF/EXP - LOCAL**								
	Total	500	500	-	500	500	500	500	500
6281	**UNIFORM/CLOTHING ALLOWANCE**								
	Community Service Officer Uniforms	2,000	2,100	2,100	2,100	2,100	2,100	3,000	3,000
	Total	2,000	2,100	2,100	2,100	2,100	2,100	3,000	3,000
	Total Net of Personnel	17,275	17,270		16,925	16,925	15,925	18,325	17,325
	TOTAL EXPENSES	132,364	100,905	99,810	102,845	102,845	101,845	108,400	107,400

COMPANY	DEPARTMENT	BUSINESS UNIT	ACTIVITY
1000	23	1300	Fire Department

DESCRIPTION OF ACTIVITY

The mission of the Apple Valley Fire Department is to reduce the loss of life and property by providing fire suppression, rescue services, non-emergency services, and fire and life safety education to the public. This is accomplished by training for and providing pre-emergency planning, fire protection, rescue, emergency medical services, hazardous materials response, natural or manmade disaster response, and emergency support when needed during other community crisis.

Our priorities are life safety, property conservation, and environmental protection. These are achieved through our vision to be an innovative, effective, and progressive fire department. We are dedicated to the delivery of effective fire suppression, rescue services, and quality fire and safety education. We strive to offer the best available education and training to our firefighters, in preparation of meeting the needs and expectations of our citizens and visitors.

Our training programs allow firefighters to receive classroom and practical education that is compliant with the National Fire Protection Association (NFPA), the Federal Emergency Management Agency's (FEMA) National Incident Management System (NIMS), and the Insurance Services Office, Inc. (ISO). By striving for the goal of meeting nationally recognized standards of these agencies, the Apple Valley Fire Department is able to provide consistent, systematic, and proactive response to emergent and other public safety needs. We also participate in coordinated county-wide training and response which provide optimum use of resources and personnel across inter- and intra-jurisdictional organizations, should the need arise.

Our goal of ensuring our residential and business communities meet all City Ordinances and Minnesota State Fire Codes is met through our fire prevention program. Fire prevention activities provide multiple fire and life safety educational and training opportunities to the residents, businesses, and visitors of our city. Scheduled fire inspections of new and existing commercial and multi-family properties provide additional and effective safety.

MAJOR OBJECTIVES FOR 2016

- Incorporate into the Vehicle and Equipment Replacement Fund (VERF) large capital reoccurring firefighting equipment purchases (Self-Contained Breathing Apparatus, Thermal Imagers, Hydraulic Rescue Tools, and 800 MHz Radios).
- Begin three year replacement program for VHF fire pagers.
- Install security cameras at all three fire stations.

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Actual 2012	Actual 2013	Actual 2014	Projected 2015	Projected 2016
Fire/Rescue/EMS Calls	1,417	1,454	1,412	1,427	
Response Times (minutes)	7.00 avg	6.50 avg	6.50 avg	6.00 avg	6.00 avg
Fire Inspections	659	596	685	700	
Firefighter Training Hours	6,430	7,512	7,832	7,800	
Fire Safety Education Programs	49	50	55	52	

Regular Status
Personnel Schedule – FTE's

Position Title	Adopted 2012	Adopted 2013	Adopted 2014	Adopted 2015	Proposed 2016
Fire Chief	1	1	1	1	1
Fire Deputy Chief/Training Officer			1	1	1
Fire Marshal	1	1	1	1	1
Fire Inspector	1	1	1	1	1
Department Assistant	1.44	1.44	1.44	1	1

Part-Time Status
Personnel Schedule In Hours

Position Title	Adopted 2012	Adopted 2013	Adopted 2014	Adopted 2015	Proposed 2016
Paid-on-Call Firefighters (74)	29,868	31,030	29,488	27,847	24,347
Firefighter Clerical Assistant (PT)	910	(Included Above)	1,562	1,456	1,450
Custodian (PT)	1,040	1,040	1,040	-	-

Summary Budget
Department 23 Fire

	2012 Actual	2013 Actual	2014 Actual	2014 Adopted	2015 Adopted	2016 Proposed	2017 Proposed
Revenues:							
Lease Allina Space-Fire Station #1	30,588	34,051	34,368	30,600	34,000	35,000	35,700
Grants and Other Revenue	-	57,203	178,014	125,500	73,650	4,400	
	30,588	91,254	212,382	156,100	107,650	39,400	35,700
Expenditures:							
Salaries & Wages	752,286	782,127	850,951	881,299	924,610	902,065	925,545
Employee Benefits	159,016	130,029	164,124	204,288	225,980	246,270	258,730
Supplies & Equipment	155,949	135,256	97,521	99,584	125,625	121,017	114,271
Contractual Services	64,038	68,637	82,497	63,863	72,155	89,230	79,543
Utilities	32,301	33,394	39,557	32,158	38,050	37,200	38,015
Repairs & Maintenance	83,434	70,222	106,492	72,516	90,315	114,711	117,732
Training/Travel/Dues	90,742	87,413	92,798	90,499	89,390	87,701	90,335
Other Expenses	2,357	2,259	2,778	2,500	2,500	2,500	2,500
Vehicle Replacement Charge (VERF)	-	-		271,309	279,800	286,300	292,100
Capital Outlay	77,182	183,393	271,308	-	-	-	
Total Expenditures	1,417,305	1,492,730	1,708,026	1,718,016	1,848,425	1,886,994	1,918,771
Net addition (use) of general revenues	(1,386,717)	(1,401,476)	(1,495,644)	(1,561,916)	(1,740,775)	(1,847,594)	(1,883,071)

2015 CAPITAL OUTLAY:

Vehicle Replacement one (1) Fire Utility Vehicle $30,000
(Included in the Vehicle and Equipment Replacement Fund {VERF})

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
FIRE

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6110 - SALARY-REGULAR EMPLOYEES	405,561	454,023	417,850	207,415	435,030	435,030	445,900	445,900
6111 - SALARY PART-TIME	461,945	390,794	482,270	189,777	489,560	439,560	501,880	451,880
6113 - OVERTIME-REGULAR EMPLOYEES	1,500	5,132	1,500	1,972	5,865	5,865	5,865	5,865
6121 - INSURANCE CASH BENEFIT		1,449		677				
6122 - COMP REQUEST		-447		0				
6123 - SALARY-OTHER	12,293		22,990		21,610	21,610	21,900	21,900
6105 - SALARIES AND WAGES	**881,299**	**850,951**	**924,610**	**399,841**	**952,065**	**902,065**	**975,545**	**925,545**
6138 - MEDICARE	13,834	10,749	13,410	4,978	12,405	12,405	12,710	12,710
6139 - FICA	3,939	4,023	4,035	2,014	4,435	4,435	4,540	4,540
6141 - PENSIONS-PERA	60,298	64,668	64,305	31,059	58,565	58,565	60,015	60,015
6142 - WORKERS COMPENSATION	62,605	19,953	76,445	9,815	99,860	99,860	108,010	108,010
6144 - LONG-TERM DISABILITY INSURANCE	1,212	1,270	1,185	590	1,225	1,225	1,275	1,275
6145 - MEDICAL INSURANCE	62,400	58,734	66,600	27,711	69,780	69,780	72,180	72,180
6146 - DENTAL INSURANCE		4,246		2,329				
6147 - LIFE INSURANCE-BASIC		56		15				
6148 - LIFE INSURANCE-SUPP/DEPEND		424		243				
6125 - EMPLOYEE BENEFITS	**204,288**	**164,124**	**225,980**	**78,754**	**246,270**	**246,270**	**258,730**	**258,730**
6100 - TOTAL PERSONNEL SERVICES	**1,085,587**	**1,015,075**	**1,150,590**	**478,595**	**1,198,335**	**1,148,335**	**1,234,275**	**1,184,275**
6210 - OFFICE SUPPLIES	550	165	425	144	318	318	410	410
6211 - SMALL TOOLS & EQUIPMENT	34,758	32,221	31,975	8,665	42,349	42,349	33,619	33,619
6212 - MOTOR FUELS/OILS	31,544	30,305	32,435	11,616	30,087	30,087	31,968	31,968
6214 - CHEMICALS	2,321	0	2,890	0	2,050	2,050	2,150	2,150
6215 - EQUIPMENT-PARTS	19,915	14,940	22,795	2,521	20,006	20,006	20,006	20,006
6216 - VEHICLES-TIRES/BATTERIES	3,338	2,100	4,295	1,993	4,235	4,235	4,300	4,300
6229 - GENERAL SUPPLIES	7,158	17,790	30,810	5,402	21,972	21,972	21,818	21,818
6205 - SUPPLIES	**99,584**	**97,521**	**125,625**	**30,342**	**121,017**	**121,017**	**114,271**	**114,271**
6235 - CONSULTANT SERVICES	15,614	26,131	22,000	189	29,834	29,834	25,622	25,622
6237 - TELEPHONE/PAGERS	7,837	8,582	8,830	3,744	9,827	9,827	10,075	10,075
6238 - POSTAGE/UPS/FEDEX	189	399	450	-115	433	433	440	440
6239 - PRINTING	620	1,022	650	391	925	925	880	880
6240 - CLEANING SERVICE/GARBAGE	1,940	1,939	1,895	947	1,949	1,949	1,988	1,988
6242 - FIRE ALARM PLAN REVIEWS	413	300	420	450	420	420	840	840
6249 - OTHER CONTRACTUAL SERVICES	37,250	44,125	37,910	14,314	45,842	45,842	39,698	39,698
6230 - CONTRACTUAL SERVICES	**63,863**	**82,497**	**72,155**	**19,919**	**89,230**	**89,230**	**79,543**	**79,543**
6255 - UTILITIES-ELECTRIC	19,113	18,330	20,590	6,392	19,684	19,684	20,078	20,078
6256 - UTILITIES-NATURAL GAS	10,325	17,935	14,495	5,019	14,526	14,526	14,816	14,816
6257 - UTILITIES-PROPANE/WATER/SEWER	2,720	3,293	2,965	699	2,990	2,990	3,121	3,121
6250 - UTILITIES	**32,158**	**39,557**	**38,050**	**12,110**	**37,200**	**37,200**	**38,015**	**38,015**
6265 - REPAIRS-EQUIPMENT	42,747	41,089	48,460	19,585	42,284	42,284	41,698	41,698
6266 - REPAIRS-BUILDING	29,769	65,404	41,855	29,820	72,427	72,427	76,034	76,034
6260 - REPAIRS AND MAINTENA	**72,516**	**106,492**	**90,315**	**49,406**	**114,711**	**114,711**	**117,732**	**117,732**
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	19,386	20,888	21,970	7,876	19,715	19,715	20,725	20,725
6276 - SCHOOLS/CONFERENCES/EXP OTHER	17,000	16,501	19,930	2,918	17,215	17,215	17,357	17,357
6278 - SUBSISTENCE ALLOWANCE	4,075	3,100	3,960	2,250	3,672	3,672	3,800	3,800
6280 - DUES & SUBSCRIPTIONS	4,320	5,119	4,150	2,392	4,210	4,210	4,210	4,210
6281 - UNIFORM/CLOTHING ALLOWANCE	45,718	47,191	39,380	5,081	42,889	42,889	44,243	44,243
6270 - TRNG/TRAVL/DUES/UNIF	**90,499**	**92,798**	**89,390**	**20,516**	**87,701**	**87,701**	**90,335**	**90,335**

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
FIRE

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6200 - TOTAL OPERATING COSTS	**358,620**	**418,865**	**415,535**	**132,293**	**449,859**	**449,859**	**439,896**	**439,896**
6310 - RENTAL EXPENSE		230		0				
6330 - SALES/USE TAX		79		0				
6333 - GENERAL-CASH DISCOUNTS		-123		-115				
6349 - LATE FEES/FINANCE CHARGES		0		0				
6399 - OTHER CHARGES	2,500	2,592	2,500	3,685	2,500	2,500	2,500	2,500
6301 - OTHER EXPENDITURES	**2,500**	**2,778**	**2,500**	**3,570**	**2,500**	**2,500**	**2,500**	**2,500**
6300 - TOTAL OTHER EXPENDITURES	**2,500**	**2,778**	**2,500**	**3,570**	**2,500**	**2,500**	**2,500**	**2,500**
6715 - CAPITAL OUTLAY-BUILDINGS	0	0	0	0				
6730 - CAPITAL OUTLAY-TRANSPORTATION	0	0	0	0				
6745 - VERF CHARGES	271,309	271,308	279,800	116,585	286,300	286,300	292,100	292,100
6701 - TOTAL CAPITAL OUTLAY	**271,309**	**271,308**	**279,800**	**116,585**	**286,300**	**286,300**	**292,100**	**292,100**
6700 - TOTAL CAPITAL OUTLAY	**271,309**	**271,308**	**279,800**	**116,585**	**286,300**	**286,300**	**292,100**	**292,100**
	1,718,016	**1,708,025**	**1,848,425**	**731,043**	**1,936,994**	**1,886,994**	**1,968,771**	**1,918,771**

CITY OF APPLE VALLEY
2016 BUDGET
ACCOUNT DETAIL

DEPT 23: FIRE - 1300

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 From 15/16 BUDGET	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
	SALARIES								
6110	Regular Employees	405,561	417,850	417,850	433,540	435,030	435,030	445,900	445,900
6111	Salary-Part-time	461,945	482,270	482,270	492,880	489,560	489,560	501,880	501,880
6113	Overtime - Regular	1,500	1,500	1,500	1,500	5,865	5,865	5,865	5,865
6123	Salaries - Other	12,293	22,990	22,990	21,525	21,610	21,610	21,900	21,900
6138	Medicare	13,834	13,410	13,410	13,780	12,405	12,405	12,710	12,710
6139	FICA	3,939	4,035	4,035	4,135	4,435	4,435	4,540	4,540
6141	Pension - PERA	60,298	64,305	64,305	66,430	58,565	58,565	60,015	60,015
6142	Work Comp Ins	62,605	76,445	76,445	86,855	99,860	99,860	108,010	108,010
6144	Long-term Disability Insurance	1,212	1,185	1,185	1,225	1,225	1,225	1,275	1,275
6145	Hospital & Life Insurance	62,400	66,600	66,600	72,540	69,780	69,780	72,180	72,180
	Trend Reduction - Parttime						(50,000)		(50,000)
	Total	1,085,587	1,150,590	1,150,590	1,194,410	1,198,335	1,148,335	1,234,275	1,184,275
6210	**OFFICE SUPPLIES**								
	Miscellaneous	550	425	410	430	318	320	410	410
	Total	550	425	410	430	318	320	410	410
6211	**SMALL TOOLS & EQUIPMENT**								
	Fire Fighter Tools and Equipment	1,349	1,376	1,200	1,300	1,000	1,000	1,000	1,000
	Technical Rescue Equipment	-	750	750	776	700	700	700	700
	Vehicle Extrication Equipment	-	1,200	800	18,819	VERF	VERF	VERF	VERF
	Fire Hose (Attack and Supply)	3,449	4,516	5,200	4,756	5,516	5,516	5,626	5,626
	Investigation Equipment	-	230	230	300	200	200	200	200
	Firefighting Nozzles	4,070	1,000	1,000	1,000	1,000	1,000	1,000	1,000
	Flashlights	-	375	375	-	375	375	375	375
	EMS Equipment Non-Expendable	-	-	-	-	-	-	-	-
	Fire Extinguishers/Stat-X First Responder Suppressant	1,400	550	150	250	150	150	150	150
	High Visibility Traffic Vests	2,250	-	-	-	100	100	100	100
	Rescue Saw Equipment and Blades	225	230	230	245	200	200	200	200
	Mops, Brooms, Cleaning Equipment	150	153	153	189	155	155	200	200
	Station Hand Tools and Equipment	225	230	230	245	230	230	245	245
	Water/Ice Rescue Suit (1 per year x7)	1,390	1,600	1,150	1,600	600	600	600	600
	SCBA Epic 3 Voice Emitters (x12)					4,400	4,400	-	-
	SCBA Firefighter Face Mask AV3000HT	20,250	-	492	-	248	248	248	248
	Disposable Single Gas CO Detectors (4 per year)	-	3,047	800	-	800	800	800	800
	Five Gas Monitors (7 @ $1670)	-	-	-	-	-	-	-	-
	Gear Racks (Turnout Gear) Fire Station 1, 2, & 3 replace over 3 years		6,718	6,718	6,000	6,718	6,718	6,718	6,718
	Thermal Imager Camera (Rescue 2)		4,600	8,251	18,000	VERF	VERF	VERF	VERF
	Mobile Computer for Apparatus (Engine 22)		5,400	4,318	-	-	-	-	-
	Technology Upgrades (TVs, Apparatus Display Monitors, etc…)					4,500	4,500	-	-
	VHF Fire Pagers Replacement (Minitor VI)				-	15,457	15,458	15,457	15,457
	Total	34,758	31,975	32,047	53,480	42,349	42,350	33,619	33,619
6212	**MOTOR FUELS/OILS/ADDITIVES**								
	Unleaded	16,859	17,068	17,000	18,000	15,848	15,846	17,068	17,068
	Diesel	12,885	13,587	13,000	14,000	12,409	12,409	13,000	13,000
	Diesel Road Tax	550	530	530	550	530	530	550	550
	Oils & Additives	1,250	1,250	1,250	1,300	1,300	1,300	1,350	1,350
	Total	31,544	32,435	31,780	33,850	30,087	30,085	31,968	31,968
6214	**CHEMICALS**								
	Plug & Dike	-	-	100		100	100	100	100
	Hazmat Absorbents (Absorbent/Pillows/Pads)	200	225	125	550	300	300	400	400
	SCBA Cleaning & Disinfectant	100	150	250	150	350	350	350	350
	Class A Foam	2,021	2,515	4,715	2,515	1,300	1,300	1,300	1,300
	Total	2,321	2,890	5,190	3,215	2,050	2,050	2,150	2,150
6215	**EQUIPMENT - PARTS**								
	Batteries (Rechargeable)	870	3,591	3,591	1,100	1,500	1,500	1,500	1,500
	Batteries (Non-Rechargeable)	689	689	689	700	2,000	2,000	2,000	2,000
	SCBA Equipment & Compressors	900	900	900	900	300	300	300	300
	Firefighting Equipment & Tools	177	200	200	210	350	350	350	350
	General / Miscellaneous	662	775	775	775	1,456	1,455	1,456	1,456
	Apparatus / Vehicle Parts	16,132	16,455	15,240	16,780	13,000	13,000	13,000	13,000
	Atmospheric Monitor Sensor Replacements	485	185	1,400	225	1,400	1,400	1,400	1,400
	Total	19,915	22,795	22,795	20,690	20,006	20,005	20,006	20,006
6216	**TIRES & BATTERIES (VEHICLES)**								
	Tires	2,663	3,410	3,410	3,500	3,340	3,340	3,400	3,400
	Batteries	675	885	885	890	895	895	900	900
	Total	3,338	4,295	4,295	4,390	4,235	4,235	4,300	4,300
6229	**GENERAL SUPPLIES**								
	EMS Supplies Expendable	543	473	473	550	475	475	475	475
	Long Backboard	-	-	-	-	-	-	-	-
	Traffic Control Devices (Fuses, Cones, etc…)	-	333	333	-	250	250	250	250
	Cleaning Supplies and Laundry Soap	-	1,863	1,863	1,863	1,863	1,863	1,863	1,863
	Maps & Preplan Materials	-	350	350	350	-	-	-	-
	Infection Control Supplies	-	1,200	1,200	1,202	1,000	1,000	1,000	1,000
	Fire Line Barrier Tape	120	440	140	400	140	140	140	140
	Hazmat Decontamination Supplies	-	710	710	800	650	650	650	650
	Atmosheric Monitoring Calibration Gas	495	495	1,000	500	1,000	1,000	1,000	1,000
	Smoke Machine Training Replacment		1,600	260	-	-	-	-	-
	Liquid Smoke (Training Smoke Machine)	-	200	200	200	150	150	100	100
	Medical Gloves (Latex Free)	2,430	2,479	2,400	2,500	2,479	2,477	2,500	2,500
	Vehicle Soap	1,245	1,270	1,270	1,300	1,300	1,300	1,300	1,300
	N95 Particulate Respirator Masks	-	4,000	2,000	4,000	1,000	1,000	1,000	1,000
	Fire Box Rekeying (do in 2013)	-	-	-	-	-	-	-	-
	Station Furnishings 1, 2, & 3	-	-		2,200	1,200	1,200	1,200	1,200
	Primary Eye Protection	-	100	50	50	50	50	50	50
	Salvage Tarps	325	332	332	400	350	350	350	350
	Fire Codes and NFPA Standards	-	625	580	700	625	625	500	500
	Training Materials (Books, Curriculum, Videos)	-	1,940	1,000	2,000	1,000	1,000	1,000	1,000
	Fire Prevention Materials	-	6,480	6,480	6,500	6,400	6,400	6,400	6,400
	Food for Emergency Incidents and Standbys	2,000	2,040	2,040	2,100	1,040	1,040	1,040	1,040
	Incident Command Software (moved to 6249)		2,880	2,400	2,880	-	-	-	-
	Volunteer Fire Corp Citizens Program		1,000	1,000	1,200	1,000	1,000	1,000	1,000
	Total	7,158	30,810	26,081	31,695	21,972	21,970	21,818	21,818

CITY OF APPLE VALLEY
2016 BUDGET
ACCOUNT DETAIL

DEPT 23: FIRE - 1300

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 From 15/16 BUDGET	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
6235	**CONSULTANT SERVICES**								
	New Hire Physical/Ability/Psychological Assessment	2,394	8,780	9,360	8,780	8,424	8,425	4,212	4,212
	Annual Physical Exams (78 @ $245)	10,920	10,920	18,564	10,920	19,110	19,110	19,110	19,110
	Tuberculosis (TB) Testing (78 @ $20)	1,560	1,560	1,560	1,560	1,560	1,560	1,560	1,560
	Flu Shots (74 @ $10)	740	740	550	740	740	740	740	740
	Total	15,614	22,000	30,034	22,000	29,834	29,835	25,622	25,622
6237	**TELEPHONE/PAGERS**								
	Cellular Phone Services	2,472	2,687	2,687	2,693	2,820	2,820	2,900	2,900
	Sprint/Verizon Mobile EVDO Wireless Services	5,365	6,143	6,132	6,267	6,132	6,130	6,300	6,300
	Cable Television			245		245	245	245	245
	Active911 Firefighter Notification System			630		630	630	630	630
	Total	7,837	8,830	9,694	8,960	9,827	9,825	10,075	10,075
6238	**POSTAGE/UPS/FEDEX**								
	Miscellaneous	189	450	433	450	433	435	440	440
	Total	189	450	433	450	433	435	440	440
6239	**PRINTING/PUBLISHING**								
	Fire Code Enforcement Forms	75	95	100	100	95	95	100	100
	Business Cards	160	160	125	125	180	180	180	180
	Stationery and Envelopes	385	395	175	395	250	250	400	400
	Recruitment Materials (Flyers, Door Knockers, etc…)			991		400	400	200	200
	Total	620	650	1,391	620	925	925	880	880
6240	**CLEAN SERVICE/WASTE REMOVAL**								
	Garbage Station 1	1,086	1,023	1,002	1,053	1,022	1,025	1,042	1,042
	Garbage Station 2	427	436	428	446	437	435	446	446
	Garbage Station 3	427	436	480	446	490	490	500	500
	Total	1,940	1,895	1,910	1,945	1,949	1,950	1,988	1,988
6242	**FIRE ALARM PLAN REVIEW**								
	Fire Alarm Plan Review Consultant	413	420	370	1,000	420	420	840	840
	Total	413	420	370	1,000	420	420	840	840
6249	**OTHER CONTRACTUAL SERVICES**								
	Online Interactive Training Services	6,240	6,165	6,015	6,400	6,015	6,015	6,015	6,015
	Custodial Services Fire Station 1(Allina), 2, and 3			6,720	-	6,888	6,885	FTE	FTE
	Hazardous Materials Disposal	-	-	-	-	-	-	-	-
	Fire RMS (ImageTrend)	2,834	2,910	2,834	3,000	2,824	2,825	2,908	2,908
	Lawn Care (Fire Stations x 3)	8,615	8,615	7,560	8,700	7,560	7,560	8,200	8,200
	Fire Alarm Panel Monitoring (Fire Stations x 3)	1,001	1,020	936	1,200	955	955	975	975
	800 MHz Radio Subscriber fees (64@$300)	18,560	19,200	19,200	19,200	19,200	19,200	19,200	19,200
	Incident Command Software Subscription (ICx Command)					2,400	2,400	2,400	2,400
	Total	37,250	37,910	43,265	38,500	45,842	45,840	39,698	39,698
6255	**UTILITIES - ELECTRIC**								
	Station 1	11,175	13,200	12,200	13,465	12,437	12,440	12,686	12,686
	Station 2	3,969	3,695	3,000	3,770	3,437	3,440	3,506	3,506
	Station 3	3,969	3,695	3,400	3,770	3,810	3,810	3,886	3,886
	Total	19,113	20,590	18,600	21,005	19,684	19,690	20,078	20,078
6256	**UTILITIES - NATURAL GAS**								
	Station 1	5,879	8,415	8,415	8,585	8,860	8,860	9,037	9,037
	Station 2	2,223	3,040	2,800	3,100	2,956	2,955	3,015	3,015
	Station 3	2,223	3,040	2,600	3,100	2,710	2,710	2,764	2,764
	Total	10,325	14,495	13,815	14,785	14,526	14,525	14,816	14,816
6257	**UTILITIES - OTHER**								
	Station 1	1,090	1,175	1,175	1,200	1,130	1,130	1,224	1,224
	Station 2	815	895	895	915	945	945	964	964
	Station 3	815	895	895	915	915	915	933	933
	Total	2,720	2,965	2,965	3,030	2,990	2,990	3,121	3,121
6265	**REPAIRS - EQUIPMENT**								
	800 MHz Radios and Pager Repair	625	950	1,100	1,100	600	600	600	600
	Apparatus/Vehicle Maintenance and Repairs	20,129	16,500	16,500	16,999	12,500	12,500	16,250	16,250
	Install Automatic Tire Chains on Apparatus (x3)		5,680	6,020	-	3,010	3,010	-	-
	Ladder Board Graphic Replacment		500	500	-	-	-	-	-
	Hydraulic Rescue Tool Maintenance & Coupling Change	1,294	4,845	4,845	1,333	1,333	1,334	1,333	1,333
	SCBA Annual Testing and Maintenance	7,957	5,350	7,500	5,500	7,700	7,700	5,500	5,500
	Boat & Motor Maintenance	200	355	-	400	-	-	400	400
	Annual Apparatus Fire Pump Test (x7)	1,478	1,810	1,810	2,000	5,753	5,753	5,753	5,753
	Annual Ground and Aerial (x2) Ladder Testing	2,266	1,980	2,100	2,200	2,200	2,200	2,244	2,244
	Annual Fire Hose Testing	4,224	4,530	4,200	5,099	4,188	4,188	4,188	4,188
	Fire Hose Repair	2,755	1,755	755	1,999	725	725	700	700
	Turnout Clothing Repairs	564	475	999	480	1,230	1,230	1,230	1,230
	Firefighting Equipment Maintenance	435	1,185	1,185	1,200	500	500	900	900
	EMS Equipment Maintenance	-	180	180	250	180	180	200	200
	General Equipment Maintenance	200	865	865	900	865	865	900	900
	Fire Extinguisher Maintenance	620	1,500	1,125	1,500	1,500	1,500	1,500	1,500
	Total	42,747	48,460	49,684	40,960	42,284	42,285	41,698	41,698
6266	**REPAIRS - BUILDINGS**								
	HVAC Maintenance & Repair (Fire Stations x 3)	7,500	5,890	5,890	6,000	3,873	3,873	4,000	4,000
	Overhead Garage Doors General Maintenance	3,617	1,945	2,000	1,700	1,600	1,600	1,600	1,600
	General Building Maintenance	4,595	14,750	14,750	16,111	9,000	9,000	12,000	12,000
	Plymovent Exhaust Extraction System Third for Station 2					2,000	2,000	-	-
	FS 1 Dayroom Floor Replacement					11,000	11,000		
	FS 2 Dayroom Floor Replacement		10,000	11,450	-	-	-	-	-
	FS 1 Lawn/Landscape Irrigation Addition		1,000	850	-	-	-	-	-
	Annual Fire Sprinkler Testing	570	-	450	-	450	450	475	475
	FS 2 Landscaping	6,635	-	-	-	-	-	-	-
	Landscaping labor done by volunteer program	(5,000)	-	-	-	-	-	-	-
	FS 2 & 3 Parking Lot Maintenance and Chip Seal	9,352	-	-	9,354	-	-	-	-
	Security Camera Installation Fire Stations					25,658	25,657	-	-
	Fire Station 2 and 3 Exterior Maintance and Paint	-	5,770	5,770		-	-	-	-
	Fire Station 1 Apparatus Bay Floor Refinishing				25,000			30,000	30,000
	Replace Fire Station Identification Signs					16,346	16,345	25,459	25,459
	ABLE Fire Training Facility Maintenance	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500
	Total	29,769	41,855	43,660	60,665	72,427	72,425	76,034	76,034

CITY OF APPLE VALLEY
2016 BUDGET
ACCOUNT DETAIL

DEPT 23: FIRE - 1300

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 From 15/16 BUDGET	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
6275	**SCHOOLS/CONF/MEETING EXP - LOCAL**								
	Firefighting Courses and Continuing Education	6,454	6,335	5,900	6,400	3,500	3,500	4,500	4,500
	Fire Service Certifications	1,110	1,765	1,765	1,766	1,765	1,765	1,765	1,765
	EMS Training	2,117	1,200	1,190	1,200	1,190	1,190	1,200	1,200
	Department Assistant Continuing Education	650	675	650	675	650	650	650	650
	Fire Marshall / Inspector Continuing Education	1,490	1,520	1,520	1,520	1,520	1,520	1,520	1,520
	Technical Rescue Training	1,613	2,135	2,135	2,133	1,800	1,800	1,800	1,800
	Blue Card Command CE and Certification					3,440	3,440	3,440	3,440
	Hazardous Materials Training	1,000	2,360	2,360	2,361	1,000	1,000	1,000	1,000
	Emergency Response Driving Course	3,375	4,745	4,745	5,000	3,250	3,250	3,250	3,250
	Refreshments / Meals	1,577	1,235	1,235	1,600	1,600	1,600	1,600	1,600
	Total	19,386	21,970	21,500	22,655	19,715	19,715	20,725	20,725
6276	**SCHOOLS/CONFERENCES EXP - OTHER**								
	MN State Fire Department Conference	1,410	-	-	-	-	-	-	-
	MN State Fire Chiefs Conference	2,910	2,875	2,310	2,900	2,900	2,900	2,900	2,900
	Fire Department Instructors Conference (FDIC)	6,467	6,573	7,050	6,800	7,100	7,100	7,242	7,242
	Fire Rescue International Conference (FRI)	3,998	3,621	3,422	3,999	3,525	3,525	3,525	3,525
	Fire RMS Conference	-	-	-	-	890	890	890	890
	Regional Fire Schools	2,215	3,239	3,239	3,856	2,800	2,800	2,800	2,800
	TriTech TriCON Conference		3,622	-	3,700	-	-	-	-
	Total	17,000	19,930	16,021	21,255	17,215	17,215	17,357	17,357
6278	**SUBSISTENCE ALLOWANCE**								
	Subsistence allowance for out-of-metro area trips	4,075	3,960	3,000	4,000	3,672	3,670	3,800	3,800
	Total	4,075	3,960	3,000	4,000	3,672	3,670	3,800	3,800
6279	**EDUCATION ASSISTANCE**								
	Tuition Reimbursement	-	-	-	-	-	-		
	Total	-	-	-	-	-	-	-	-
6280	**DUES & SUBSCRIPTIONS**								
	Dues	2,081	2,310	2,575	2,311	2,310	2,310	2,310	2,310
	Subscriptions (NFPA Standards and Trade Magazines)	2,239	1,840	1,840	1,844	1,900	1,900	1,900	1,900
	Total	4,320	4,150	4,415	4,155	4,210	4,210	4,210	4,210
6281	**UNIFORM/CLOTHING ALLOWANCE**								
	Fire Fighting Boots	3,639	1,640	2,712	1,500	2,712	2,712	2,712	2,712
	Fire Fighting Gloves	1,684	665	600	703	1,820	1,820	1,820	1,820
	Fire Fighting Coats	14,250	12,315	12,472	13,000	12,472	12,473	12,721	12,721
	Fire Fighting Pants	9,890	12,315	9,585	13,000	8,520	8,520	8,690	8,690
	Fire Fighting Helmets	4,335	870	1,475	1,100	2,360	2,360	2,360	2,360
	Fire Fighting Protective Hoods (Nomex)	-	100	135	125	270	270	270	270
	Volunteer/Paid-on-Call Uniforms(74 @ $108)	7,770	8,030	8,030	8,033	8,030	8,030	8,140	8,140
	T-Shirts, Explorers	100	155	100	154	125	125	125	125
	Badges/Awards/Plaques/Commendation Medals	750	765	2,000	2,500	3,280	3,280	3,280	3,280
	Regular (Full-Time) Uniforms (4 @ $825)	3,300	2,525	2,525	2,525	3,300	3,300	4,125	4,125
	Total	45,718	39,380	39,634	42,640	42,889	42,890	44,243	44,243
6310	**RENTAL EXPENSE**								
	Total	-	-	-	-	-	-	-	-
6399	**OTHER CHARGES**								
	Annual Service Awards Banquet	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500
	Total	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500
6715	**CAPITAL OUTLAY - BUILDINGS**								
	FS 1 - Parking Lot Maintenance and Overlay								
	FS 4 - Land Purchase and Construction								
	Total	-	-	-	-	-	-	-	-
6720	**CAPITAL OUTLAY - OFFICE FURNITURE**								
	Total	-	-	-	-	-	-	-	-
6730	**CAPITAL OUTLAY - VEHICLES**								
	One (1) Fire Marshal Vehicle Replacement								
	One (1) Fire Utility Vehicle - Funded by VERF (2016/17)								
	Command Van Replacement - Funded by VERG (2017)								
	Total	-	-	-	-	-	-	-	-
6740	**CAPITAL OUTLAY - OTHER ITEMS**								
	Self-Contained Breathing Apparatus [SCBA] Replacement (42 each $5,857)					VERF		VERF	VERF
	Thermal Imager Replacement (7 each $8,300)					VERF		VERF	VERF
	Hydraulic Rescue Tool Replacement (3 each $37,000)					VERF		VERF	VERF
	800 MHz Radio Replacement (64 each $5,000)					VERF		VERF	VERF
	Total	-	-	-	-	-	-	-	-
6745	**VEHICLE REPLACEMENT**								
	VERF-Vehicle Replacement Fund Charges	271,309	279,800	279,800	286,300	286,300	286,300	292,100	292,100
	Total	271,309	279,800	279,800	286,300	286,300	286,300	292,100	292,100
	Total Net of Personnel	632,429	697,835	705,289	745,175	738,659	738,660	734,496	734,496
	TOTAL EXPENSES	$ 1,718,016	$ 1,848,425	$ 1,855,879	$ 1,939,585	$ 1,936,994	$ 1,886,994	$ 1,968,771	$ 1,918,771

Notes:

COMPANY	DEPARTMENT	BUSINESS UNIT	ACTIVITY
1000	76	1365	Fire Relief

DESCRIPTION OF ACTIVITY

This business unit accounts for the activity associated with contributions to the Apple Valley Firefighter's Relief Association. The Apple Valley Firefighter's Relief Association is a separate legal entity that receives and manages monies to provide retirement and other benefits to its members (Volunteer/Paid-On-Call Firefighters) and beneficiaries (Retired Volunteer/Paid-On-Call Firefighters).

There are two major sources of revenue in the fund; the first is a pass through whereby Minnesota State Fire Aid is received from the State which then, by statute, is to go to the Firefighters Relief Association; the second is a property tax levy that the City of Apple Valley levies each year to support the Firefighters Relief Association.

MAJOR OBJECTIVES FOR 2016

The Relief Association Special Fund actuarial valuation study completed in April of 2015 shows a decrease in the funding ratio from 90.1% in 2014 to 83.8% in 2015. The largest contributing factor to this decrease was an increase in age in the mortality assumption tables defined by state statue. For 2016 the required municipal contribution as defined by the actuarial is $144,982. In addition there is a request to maintain the past practice, since 1997, of the municipal contribution matching the Minnesota State Fire Aid from the previous year. Keeping with this practice the 2016 municipal contribution requested is $259,829.

The City will also receive a pass through contribution in the form of State Fire Aid estimated to $270,225 in 2016.

Summary Budget
Department 76 Fire Relief

	2012 Actual	2013 Actual	2013 Adopted	2014 Adopted	2015 Adopted	2016 Proposed	2017 Proposed
Revenue:							
State Fire Aid - pass through	$ 183,481	$ 261,396	$ 179,993 estimate	$ 183,481 estimate	$ 200,000	$ 270,225 estimate	$ 281,030 estimate
Total Revenue	183,481	261,396	179,993	183,481	200,000	270,225	281,030
Expenditures:							
Contractual Services	788	1,449	-	-		-	-
State Fire Aid - pass through	183,481	261,396	179,993	183,481	200,000	270,225	281,030
City Contribution to Fire Relief	282,529	303,591	303,591	266,388	200,230	259,830	270,225
Total Expenditures	466,010	564,987	483,584	449,869	400,230	530,055	551,255
Net addition to (use of) general revenues	$ (282,529)	$ (303,591)	(303,591)	(266,388)	(200,230)	(259,830)	(270,225)

2015 CAPITAL OUTLAY: None

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
FIRE RELIEF

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6125 - EMPLOYEE BENEFITS	**0**		**0**					
6100 - TOTAL PERSONNEL SERVICES	**0**		**0**					
6231 - LEGAL SERVICES		0		0				
6235 - CONSULTANT SERVICES				0				
6230 - CONTRACTUAL SERVICES		**0**		**0**				
6200 - TOTAL OPERATING COSTS		**0**		**0**				
6319 - REIMBURSEMENT OF REV COLL FOR	449,869	526,217	400,230	0	530,055	530,055	551,255	551,255
6301 - OTHER EXPENDITURES	**449,869**	**526,217**	**400,230**	**0**	**530,055**	**530,055**	**551,255**	**551,255**
6300 - TOTAL OTHER EXPENDITURES	**449,869**	**526,217**	**400,230**	**0**	**530,055**	**530,055**	**551,255**	**551,255**
	449,869	**526,217**	**400,230**	**0**	**530,055**	**530,055**	**551,255**	**551,255**

CITY OF APPLE VALLEY
2016 BUDGET
ACCOUNT DETAIL

DEPT 76: FIRE RELIEF - 1365

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2014 ACTUAL	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 FROM 15/16 BUDGET	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
	CONTRIBUTION TO FIRE RELIEF ASSOCIATION									
6319	State Fire Aid Pass Through	183,481	259,829	200,000	260,000	225,000	270,225	270,225	281,030	281,030
	City Contribution to Fire Relief Association	266,388	266,388	200,230	200,230	210,000	259,830	259,830	270,225	270,225
	Total	449,869	526,217	400,230	460,230	435,000	530,055	530,055	551,255	551,255
	Total Net of Personnel	449,869	526,217	400,230	460,230	435,000	530,055	530,055	551,255	551,255
	TOTAL EXPENSES	$ 449,869	$ 526,217	$ 400,230	$ 460,230	$ 435,000	$ 530,055	$ 530,055	$ 551,255	$ 551,255

Notes:

COMPANY	DEPARTMENT	BUSINESS UNIT	ACTIVITY
1000	27	1510	**Public Works ENGINEERING**

DESCRIPTION OF ACTIVITY

The Public Works Engineering Division provides engineering design and plan review services for street and utility infrastructure projects and land development projects. Engineering Division staff also responds to inquiries and questions from the City Council, various City departments, land developers, businesses and residents.

SERVICE CATEGORIES

The Engineering Division provides the following internal and external services related to engineering functions for the City of Apple Valley.

1. **Engineering Design and Construction Contracting Services**
   - Prepare engineering plans and specifications for public infrastructure projects
   - Conduct public bidding process for projects in accordance with State Statutes
   - Provide contract administration for projects through completion of construction

2. **Construction Inspections and Surveying Services**
   - Provide field surveys to assist in preparation of construction plans
   - Provide construction field survey staking for projects
   - Conduct field inspections and coordination of construction activities

3. **Traffic and Transportation Engineering Services**
   - Determine traffic forecasts for the City street system to assist with design work
   - Study existing street segments and intersections based on various traffic concerns
   - Review proposed development plans for traffic generation and traffic flow

4. **Development and Site Plan Review Services**
   - Review proposed development plans for compliance with City engineering standards
   - Attend meetings with architects, engineers and land developers to discuss infrastructure coordination for land development projects
   - Determine need and availability of public utility services for proposed development
   - Conduct site inspections during construction for compliance with approved plans

5. **Technical Assistance and Right-of-Way Management**
   - Administer City's right-of-way management ordinance and permit process
   - Assist residents, businesses, staff and Council regarding infrastructure issues
   - Address drainage and flood control issues

MAJOR OBJECTIVES FOR 2016

In addition to recurring annual duties, the following primary projects are scheduled for design and construction over the next year using technical resources within the Public Works Engineering Division business unit.

Project Title	Anticipated Contract Award Timeline
2016 Street & Utility Improvements	Spring 2016
2016 Street Resurfacing	Spring 2016
157th St/JCRR Extension, 157th St Underpass	Spring 2016
Cortland 5th Addition	Summer 2016
CSAH 38/Zoo Blvd. Concrete Rehab	Summer 2016
Quarry Ponds/Regent's Point 3rd Addition	Summer 2016
2016 Microsurfacing Project	Summer 2016

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Actual 2012	Actual 2013	Actual 2014	Projected 2015	Projected 2016
Total Contract Value of Projects Delivered	$13.0M	$7.15M	$9.5M	$7.75M	$8.0M
Number of Right-of-Way Permits Issued	100	112	71	75	75

		Regular Status Personnel Schedule –FTE's		
Position Title	Adopted 2013	Adopted 2014	Adopted 2015	Proposed 2016
City Engineer	1	1	1	1
Assistant City Engineer	1	1	1	1
PW Const. Supervisor	1	1	1	1
Eng / Construction Tech	1	1	1	1

		Temporary Status Personnel Schedule		
Position Title	Adopted 2013	Adopted 2014	Adopted 2015	Proposed 2016
Engineering Intern	1	2	2	2

Summary Budget
Business Unit 1510 Engineering

	2012 Actual	2013 Actual	2014 Actual	2014 Adopted	2015 Adopted	2016 Proposed	2017 Proposed
Revenue							
Engineering Fees	577,880	572,506	595,693	595,000	645,000	722,000	736,400
Expenditures							
Salaries & Wages	375,545	386,282	399,090	398,315	406,400	422,815	433,105
Emp. Benefits	97,880	107,017	110,335	111,870	118,330	126,200	130,580
Supplies	10,499	17,842	11,124	11,305	11,375	14,810	11,060
Contractual Serv.	34,696	28,797	39,446	40,465	37,110	73,075	73,075
Repairs & Maint.	79	359	263	525	540	555	555
Training/Travel/Dues	4,763	3,121	3,305	6,010	4,830	5,890	5,890
Vehicle Replacement Fund	-	-	7,380	7,735	4,640	4,760	4,760
Capital outlay	23,784	24,678		-	-	500	
Total Exp	547,246	568,096	570,943	576,225	583,225	648,605	659,025
Net addition to (use of) general revenues	30,634	4,410	24,750	18,775	61,775	73,395	77,375

2016 Capital Outlay:

Office chair $500

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
PW ENGINEERING

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6110 - SALARY-REGULAR EMPLOYEES	340,897	358,792	347,710	167,780	352,980	352,980	365,975	365,975
6112 - SALARY-SEASONAL TEMP	18,000	14,130	18,000	6,916	18,000	18,000	18,000	18,000
6113 - OVERTIME-REGULAR EMPLOYEES	32,600	39,525	32,000	15,653	40,000	40,000	40,000	40,000
6121 - INSURANCE CASH BENEFIT		724		39				
6122 - COMP REQUEST		-18,219		-9,286				
6123 - SALARY-OTHER	6,818		8,690		11,835	11,835	9,130	9,130
6124 - OVERTIME-SEASONAL TEMP		4,137		2,420				
6105 - SALARIES AND WAGES	**398,315**	**399,090**	**406,400**	**183,521**	**422,815**	**422,815**	**433,105**	**433,105**
6138 - MEDICARE	5,600	5,532	5,900	2,504	6,130	6,130	6,280	6,280
6139 - FICA	23,945	23,653	25,235	10,706	26,215	26,215	26,855	26,855
6140 - HOSPITAL & LIFE INSURANCE	0	0	0	0				
6141 - PENSIONS-PERA	27,529	27,604	29,175	12,809	30,360	30,360	31,135	31,135
6142 - WORKERS COMPENSATION	1,888	1,904	2,050	1,000	2,250	2,250	2,530	2,530
6144 - LONG-TERM DISABILITY INSURANCE	1,008	956	1,070	374	1,005	1,005	1,140	1,140
6145 - MEDICAL INSURANCE	51,900	46,739	54,900	20,595	60,240	60,240	62,640	62,640
6146 - DENTAL INSURANCE		3,758		1,788				
6147 - LIFE INSURANCE-BASIC		45		9				
6148 - LIFE INSURANCE-SUPP/DEPEND		144		15				
6125 - EMPLOYEE BENEFITS	**111,870**	**110,335**	**118,330**	**49,799**	**126,200**	**126,200**	**130,580**	**130,580**
6100 - TOTAL PERSONNEL SERVICES	**510,185**	**509,425**	**524,730**	**233,321**	**549,015**	**549,015**	**563,685**	**563,685**
6210 - OFFICE SUPPLIES	1,300	237	500	175	750	750	750	750
6211 - SMALL TOOLS & EQUIPMENT	6,150	5,478	5,825	3,239	9,600	9,600	5,850	5,850
6212 - MOTOR FUELS/OILS	3,395	3,531	3,400	1,049	5,725	2,725	5,725	2,725
6215 - EQUIPMENT-PARTS		804	650	104	650	650	650	650
6216 - VEHICLES-TIRES/BATTERIES	460	0	450	0	460	460	460	460
6229 - GENERAL SUPPLIES		1,075	550	1,017	625	625	625	625
6205 - SUPPLIES	**11,305**	**11,124**	**11,375**	**5,584**	**17,810**	**14,810**	**14,060**	**11,060**
6231 - LEGAL SERVICES		0		0				
6235 - CONSULTANT SERVICES	34,000	33,409	29,680	1,612	65,400	65,400	65,400	65,400
6237 - TELEPHONE/PAGERS	2,115	2,172	2,100	994	2,140	2,140	2,140	2,140
6239 - PRINTING	4,350	3,006	4,580	28	4,710	4,710	4,710	4,710
6244 - ROW EPERMIT FEES		859	750	19	825	825	825	825
6230 - CONTRACTUAL SERVICES	**40,465**	**39,446**	**37,110**	**2,653**	**73,075**	**73,075**	**73,075**	**73,075**
6265 - REPAIRS-EQUIPMENT	525	263	540	590	555	555	555	555
6260 - REPAIRS AND MAINTENA	**525**	**263**	**540**	**590**	**555**	**555**	**555**	**555**
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	3,865	1,578	2,730	923	3,730	3,730	3,730	3,730
6277 - MILEAGE/AUTO ALLOWANCE	800	356	820	264	840	840	840	840
6280 - DUES & SUBSCRIPTIONS	1,345	800	780	0	1,320	820	1,320	820
6281 - UNIFORM/CLOTHING ALLOWANCE		571	500	425	500	500	500	500
6270 - TRNG/TRAVL/DUES/UNIF	**6,010**	**3,305**	**4,830**	**1,612**	**6,390**	**5,890**	**6,390**	**5,890**
6200 - TOTAL OPERATING COSTS	**58,305**	**54,139**	**53,855**	**10,439**	**97,830**	**94,330**	**94,080**	**90,580**
6301 - OTHER EXPENDITURES	**0**		**0**					
6300 - TOTAL OTHER EXPENDITURES	**0**		**0**					
6720 - CAPITAL OUTLAY-FURNITURE & FIX	350		0		500	500		
6730 - CAPITAL OUTLAY-TRANSPORTATION	0	0	0	0				
6745 - VERF CHARGES	7,385	7,380	4,640	1,935	4,760	4,760	4,760	4,760
6701 - TOTAL CAPITAL OUTLAY	**7,735**	**7,380**	**4,640**	**1,935**	**5,260**	**5,260**	**4,760**	**4,760**

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
PW ENGINEERING

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6700 - TOTAL CAPITAL OUTLAY	7,735	7,380	4,640	1,935	5,260	5,260	4,760	4,760
	576,225	570,943	583,225	245,695	652,105	648,605	662,525	659,025

CITY OF APPLE VALLEY
2016 BUDGET
ACCOUNT DETAIL

DEPT 27: PUBLIC WORKS ENGINEERING - 1510

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
4219	**REVENUE**							
	Water, Sewer, Storm Utility Design Fees	(45,000)	(45,000)	(45,000)	(45,000)	(45,000)	(45,000)	(45,000)
	Development Project Design Fees	(70,000)	(125,000)	(125,000)	(125,000)	(125,000)	(125,000)	(125,000)
	Line Item Increase-Addl Engineering Revenue		(40,000)	(40,000)		(102,000)		(116,400)
	Annual Street Improvement Project	(480,000)	(435,000)	(435,000)	(450,000)	(450,000)	(450,000)	(450,000)
	TIF Proj - Flagstaff and 147th St							
	Total	(595,000)	(645,000)	(645,000)	(620,000)	(722,000)	(620,000)	(736,400)
	SALARIES							
6110	Regular Employees	340,897	347,710	347,710	352,980	352,980	365,975	365,975
6111	Salary-Parttime	-	-	-	-	-		
6112	Salary-Seasonal Temp	18,000	18,000	18,000	18,000	18,000	18,000	18,000
6113	Overtime - Reg	32,600	32,000	32,000	40,000	40,000	40,000	40,000
6114	Overtime - Temp		-	-				
6123	Salaries - Other	6,818	8,690	8,690	11,835	11,835	9,130	9,130
6138	Medicare	5,600	5,900	5,900	6,130	6,130	6,280	6,280
6139	FICA	23,945	25,235	25,235	26,215	26,215	26,855	26,855
6141	Pension - PERA	27,529	29,175	29,175	30,360	30,360	31,135	31,135
6142	Work Comp Ins	1,888	2,050	2,050	2,250	2,250	2,530	2,530
6144	Long-term Disability Insurance	1,008	1,070	1,070	1,005	1,005	1,140	1,140
6145	Hospital & Life Insurance	51,900	54,900	54,900	60,240	60,240	62,640	62,640
	Total	510,186	524,730	524,730	549,015	549,015	563,685	563,685
6210	**OFFICE SUPPLIES**							
	General Supplies	1,300	500	500	750	750	750	750
	Total	1,300	500	500	750	750	750	750
6211	**SMALL TOOL & EQUIPMENT**							
	Survey Level, Tripod, Case and Rod	-	1,150	1,150	-	-		
	AutoCad & Eng Software Maint	3,800	3,925	3,925	4,050	4,050	4,050	4,050
	General Tools	1,050	750	750	500	500	500	500
	Metal Locators	800	-	-	-	-		
	Computer	-	-	-	-	-		
	HydroCad Software	-	-	-	1,300	1,300	1,300	1,300
	Digital Camaras (2)	500	-	-	-	-		
	AutoTurn Software	-	-	-	-	-		
	Laser Level				750	750		
	Safety Tripod				3,000	3,000		
	Total	6,150	5,825	5,825	9,600	9,600	5,850	5,850
6212	**MOTOR FUELS/OILS (#104)**							
	Nolead Fuel	3,195	3,200	3,200	5,500	2,500	5,500	2,500
	Oils	200	200	200	225	225	225	225
	Total	3,395	3,400	3,400	5,725	2,725	5,725	2,725
6215	**EQUIPMENT - PARTS**							
	Fleet Parts	-	650	650	650	650	650	650
		-	650	650	650	650	650	650
6216	**EQUIPMENT - TIRES/BATTERIES**							
	Eng Fleet	460	450	450	460	460	460	460
	Total	460	450	450	460	460	460	460
6229	**GENERAL SUPPLIES**							
	Survey Lath	-	250	250	325	325	325	325
	Marking Paint	-	300	300	300	300	300	300
		-	550	550	625	625	625	625
6235	**CONSULTANT SERVICES**							
	General Consulting Eng Services	14,000	14,280	14,280	14,600	14,600	14,600	14,600
	Traffic Consulting Eng Services	20,000	15,400	15,400	20,800	20,800	20,800	20,800
	Traffic Consulting - Comp Plan Update				30,000	30,000	30,000	30,000
	Total	34,000	29,680	29,680	65,400	65,400	65,400	65,400
6237	**TELEPHONE/PAGERS**							
	Mobile Phones	1,710	2,100	2,100	2,140	2,140	2,140	2,140
	Intern Track Phone minutes	405	-	-	-	-		
	Total	2,115	2,100	2,100	2,140	2,140	2,140	2,140
6239	**PRINTING/PUBLISHING**							
	Printing Plans and Specs Gen Matls	600	250	250	250	250	250	250
	Annual City Street Maps	3,500	4,180	4,180	4,260	4,260	4,260	4,260
	Record Plans	250	150	150	200	200	200	200
	Total	4,350	4,580	4,580	4,710	4,710	4,710	4,710
6244	**ROW PERMIT FEES**							
	Fees paid	-	750	750	825	825	825	825
		-	750	750	825	825	825	825
6265	**REPAIRS - EQUIPMENT**							
	Vehicle # 103	200	205	205	210	210	210	210
	Vehicle # 114	200	205	205	210	210	210	210
	Holdover Field Truck	125	130	130	135	135	135	135
	Total	525	540	540	555	555	555	555

CITY OF APPLE VALLEY
2016 BUDGET
ACCOUNT DETAIL

DEPT 27: PUBLIC WORKS ENGINEERING - 1510

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
6275	**SCHOOL/CONF/EXP - LOCAL**							
	MnDOT / LTAP Training	1,100	550	550	550	550	550	550
	AutoCad Training	750	850	850	850	850	850	850
	CEAM and APWA	1,250	1,200	1,200	1,200	1,200	1,200	1,200
	Management Training	-	350	350	350	350	350	350
	MnDOT Certifications	765	780	780	780	780	780	780
	Line Item Reduction		(1,000)	(1,000)				
	Total	3,865	2,730	2,730	3,730	3,730	3,730	3,730
6277	**MILEAGE ALLOWANCE**							
	Meeting Travel	600	615	615	630	630	630	630
	School/Conf Mileage	200	205	205	210	210	210	210
	Total	800	820	820	840	840	840	840
6280	**DUES & SUBSCRIPTIONS**							
	PE License Renewals	270	275	275	300	300	300	300
	Code Books & Eng Publications	650	575	575	580	580	580	580
	Membership APWA and CEAM	425	430	430	440	440	440	440
	Line Item Reduction		(500)	(500)		(500)		(500)
	Total	1,345	780	780	1,320	820	1,320	820
6281	**UNIFORM/CLOTHING ALLOWANCE**							
	Eng Staff	-	500	500	500	500	500	500
		-	500	500	500	500	500	500
6720	**CAPITAL OUTLAY - OFFICE FURN**							
	Replace Office Chair (to office supplies)	350	-	-	500	500		
	File Cabinet	-	-	-	-	-		
	Total	350	-	-	500	500	-	-
6730	**CAPITAL OUTLAY - VEHICLES**							
	Purchase Inspection Vehicle #114	-	-	-	-	-		
	Replace Vehicle NO. 103	-	-	-	-	-		
	Total	-	-	-	-	-	-	-
6745	**VEHICLE REPLACEMENT**							
	VERF - Vehicle Repl. Charges	7,385	4640	4640	4760	4760	4760	4760
	Total	7,385	4,640	4,640	4,760	4,760	4,760	4,760
	Total Net of Personnel	66,040	58,495	58,495	103,090	99,590	98,840	95,340
	TOTAL EXPENSES	$ 576,225	$ 583,225	$ 583,225	$ 652,105	$ 648,605	$ 662,525	$ 659,025
	Revenue	$ (595,000)	$ (645,000)	$ (645,000)	$ (620,000)	$ (722,000)	$ (620,000)	$ (736,400)
	NET EXPENSES (Revenues)	$ (18,775)	$ (61,775)	$ (61,775)	$ 32,105	$ (73,395)	$ 42,525	$ (77,375)

Notes:

COMPANY	DEPARTMENT	BUSINESS UNIT	ACTIVITY
1000	28	1400	**BUILDING INSPECTIONS** Public Works

DESCRIPTION OF ACTIVITY

The Building Inspections Division of Public Works is responsible for reviewing proposed building plans and performing field inspections to ensure that residential, commercial, institutional and industrial building projects are in compliance with the State Building Code. The City of Apple Valley is responsible for administering and enforcing the 2015 State Building Code, including: the commercial and residential building codes; mechanical codes; electrical codes; plumbing codes; and energy codes. The State of Minnesota administers the elevator codes within the City.

SERVICE CATEGORIES

The Building Inspections Division provides for the local application of the state building code as required by Minnesota Statutes 326B.133. The following internal and external services are provided by the Building Inspections Division.

1. **Building Plan Reviews and Building Permit Services**
   - Review proposed building plans for compliance with Minnesota State Building Codes
   - Issue and monitor building permits in accordance with State requirements
   - Collect Met Council SAC fees and building permit fees and State Surcharge

2. **Building Permit Inspections Services**
   - Schedule inspections with contractors and property owners
   - Conduct inspections during construction for compliance with approved construction plans and building codes
   - Administer special inspections program as required by the State Building Code
   - Issue Certificates of Occupancy upon proper completion of building construction work
   - Provide technical assistance to homeowners during home improvement projects

3. **Electrical Permit Services**
   - Review plans for compliance with state electrical codes
   - Issue electrical permits for approved construction projects
   - Schedule site inspections and collect permit fees

4. **State Building Code Enforcement and Property Damage Services**
   - Issue compliance orders or citations for non-compliant construction activities
   - Investigate existing structures that are non-compliant with State Building Codes
   - Coordinate building assessment efforts following natural disasters, catastrophic events and structure fires

MAJOR OBJECTIVES FOR 2016

Land development and construction activity has undergone substantial recovery in Apple Valley after several years of slow economic growth. The construction of single family homes is forecasted to reach the highest rates in the past five years. Remodeling of existing homes and commercial building projects continue to provide a steady workload for inspections staff. Larger commercial and multi-family projects anticipated for 2015 and 2016 include Parkside Village Apartment Buildings, The Springs of Apple Valley Apartments, Remington Apartments, Uponor Annex, Primrose School and Fischer Marketplace Modifications.

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Actual 2012	Actual 2013	Actual 2014	Projected 2015	Projected 2016
Number of Total Permits	4,440	4,428	5,430	5,800	5,800
Building Valuation	$41M	$49M	$90M	$85M	$80M
New Single Family Homes	33	63	71	85	85

		Regular Status Personnel Schedule –FTE's		
Position Title	Adopted 2013	Adopted 2014	Adopted 2015	Proposed 2016
Building Official	1	1	1	1
Building Inspector	2	2	2	2
Plumbing/Mechanical Spec	0	1	1	1
Dept Specialists/Clerical	2	2	2	2
		Temporary Status Personnel Schedule		
Position Title	Adopted 2013	Adopted 2014	Adopted 2015	Proposed 2016
Seasonal/PT Inspection	1	1	0	2

Summary Budget
Department 28, Business Unit 1400 - Building Inspections

	2012 Actual	2013 Actual	2014 Actual	2014 Adopted	2015 Adopted	2016 Proposed	2017 Proposed
Revenue:							
PERMIT-Building Permit	452,119	461,977	814,631	545,500	400,000	515,300	545,000
PERMIT-Plan Review	149,957	144,420	287,138	-	130,000	157,700	160,900
PERMIT-Electrical	76,345	90,738	95,788	84,000	90,000	107,400	109,500
PERMIT-Heating	63,819	96,506	94,476	50,000	50,000	60,600	61,800
PERMIT-Plumbing	78,175	92,881	105,811	53,000	53,000	64,400	65,700
PERMIT-Utility installation	11,816	1,240	758	6,000	6,000	7,300	7,400
PERMIT-Special & Reinsp.	537	1,075	260	-	-	-	
PERMIT-Other	3,636	4,289	3,603	2,000	2,000	2,500	2,600
	836,404	893,126	1,402,465	740,500	731,000	915,200	952,900
Expenditures:							
Salaries & Wages	326,807	349,056	386,189	344,525	415,545	482,145	498,960
Emp. Benefits	93,984	102,496	119,039	111,342	141,775	148,245	152,765
Supplies	9,325	8,205	11,734	10,350	10,800	30,905	19,700
Contractual Serv.	7,716	19,991	30,113	20,730	6,045	6,850	6,995
Electrical Inspections	44,600	61,842	61,964	54,850	64,000	65,500	67,000
Repairs & Maint.	227	578	927	400	410	420	425
Training/Travel/Dues	4,858	4,290	5,137	5,825	6,055	6,245	6,300
Other Exp.	395	395	9,332	1,625	1,660	7,390	7,500
VISA M/C	1,240	4,693		3,000	5,500	-	
Vehcile Replacement Fund	-	-	5,976	5,970	5,530	5,660	5,660
Capital outlay	-	23,241		-	-	-	
Total Exp	489,152	574,787	630,411	558,617	657,320	753,360	765,305
Net addition to (use of) general revenues	347,252	318,339	772,054	181,883	73,680	161,840	187,595

2016 Capital Outlay:
NONE

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
BUILDING INSPECTIONS

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6110 - SALARY-REGULAR EMPLOYEES	326,593	371,071	402,055	201,341	420,300	420,300	433,140	433,140
6112 - SALARY-SEASONAL TEMP	8,900	6,495	0	13,787	40,000	40,000	45,000	45,000
6113 - OVERTIME-REGULAR EMPLOYEES	2,500	7,160	0	5,953	10,000	10,000	10,000	10,000
6121 - INSURANCE CASH BENEFIT		2,931		677				
6122 - COMP REQUEST		-1,469		-305				
6123 - SALARY-OTHER	6,532		13,490		11,845	11,845	10,820	10,820
6105 - SALARIES AND WAGES	**344,525**	**386,189**	**415,545**	**221,452**	**482,145**	**482,145**	**498,960**	**498,960**
6138 - MEDICARE	4,830	5,558	6,025	3,160	6,265	6,265	6,435	6,435
6139 - FICA	20,654	23,765	25,765	13,510	26,795	26,795	27,525	27,525
6141 - PENSIONS-PERA	24,152	27,662	31,165	15,524	32,410	32,410	33,300	33,300
6142 - WORKERS COMPENSATION	1,640	2,002	2,075	1,227	2,265	2,265	2,565	2,565
6144 - LONG-TERM DISABILITY INSURANCE	966	986	1,145	569	1,190	1,190	1,220	1,220
6145 - MEDICAL INSURANCE	59,100	53,680	75,600	31,836	79,320	79,320	81,720	81,720
6146 - DENTAL INSURANCE		3,842		2,329				
6147 - LIFE INSURANCE-BASIC		60		17				
6148 - LIFE INSURANCE-SUPP/DEPEND		1,484		453				
6125 - EMPLOYEE BENEFITS	**111,342**	**119,039**	**141,775**	**68,625**	**148,245**	**148,245**	**152,765**	**152,765**
6100 - TOTAL PERSONNEL SERVICES	**455,867**	**505,228**	**557,320**	**290,077**	**630,390**	**630,390**	**651,725**	**651,725**
6210 - OFFICE SUPPLIES	725	1,029	475	312	1,875	1,875	1,375	1,375
6211 - SMALL TOOLS & EQUIPMENT	1,065	1,969	1,440	1,321	17,860	17,860	7,150	7,150
6212 - MOTOR FUELS/OILS	6,675	5,834	6,925	2,482	8,430	8,430	8,430	8,430
6215 - EQUIPMENT-PARTS	600	553	600	139	600	600	600	600
6216 - VEHICLES-TIRES/BATTERIES	430	1,213	440	102	700	700	700	700
6229 - GENERAL SUPPLIES	855	1,135	920	1,767	1,440	1,440	1,445	1,445
6205 - SUPPLIES	**10,350**	**11,734**	**10,800**	**6,124**	**30,905**	**30,905**	**19,700**	**19,700**
6231 - LEGAL SERVICES	800	0	800	0	800	800	800	800
6235 - CONSULTANT SERVICES	15,500	25,945	510	19	520	520	520	520
6237 - TELEPHONE/PAGERS	2,900	3,045	3,085	1,305	3,330	3,330	3,375	3,375
6238 - POSTAGE/UPS/FEDEX		0		0				
6239 - PRINTING	1,530	1,122	1,650	320	2,200	2,200	2,300	2,300
6243 - ELECTRICAL PERMIT FEES	54,850	61,964	64,000	27,649	65,500	65,500	67,000	67,000
6249 - OTHER CONTRACTUAL SERVICES		0		0				
6230 - CONTRACTUAL SERVICES	**75,580**	**92,077**	**70,045**	**29,294**	**72,350**	**72,350**	**73,995**	**73,995**
6265 - REPAIRS-EQUIPMENT	400	927	410	237	420	420		
6266 - REPAIRS-BUILDING							425	425
6260 - REPAIRS AND MAINTENA	**400**	**927**	**410**	**237**	**420**	**420**	**425**	**425**
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	3,125	2,591	3,125	1,774	3,125	3,125	3,125	3,125
6276 - SCHOOLS/CONFERENCES/EXP OTHER	540	240	625	0	650	650	650	650
6277 - MILEAGE/AUTO ALLOWANCE	200	0	200	0	200	200	200	200
6278 - SUBSISTENCE ALLOWANCE	100	0	100	0	100	100	100	100
6279 - EDUCATION ASSISTANCE	0	0	0	0				
6280 - DUES & SUBSCRIPTIONS	1,140	1,175	1,270	1,010	1,420	1,420	1,475	1,475
6281 - UNIFORM/CLOTHING ALLOWANCE	720	1,132	735	834	750	750	750	750
6270 - TRNG/TRAVL/DUES/UNIF	**5,825**	**5,137**	**6,055**	**3,618**	**6,245**	**6,245**	**6,300**	**6,300**
6200 - TOTAL OPERATING COSTS	**92,155**	**109,874**	**87,310**	**39,272**	**109,920**	**109,920**	**100,420**	**100,420**
6310 - RENTAL EXPENSE	1,625	450	1,660	536	1,790	1,790	1,800	1,800
6351 - VISA/BANK CHARGES	3,000	8,882	5,500	3,136	5,600	5,600	5,700	5,700
6399 - OTHER CHARGES		0		79				

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
BUILDING INSPECTIONS

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6301 - OTHER EXPENDITURES	**4,625**	**9,332**	**7,160**	**3,750**	**7,390**	**7,390**	**7,500**	**7,500**
6300 - TOTAL OTHER EXPENDITURES	**4,625**	**9,332**	**7,160**	**3,750**	**7,390**	**7,390**	**7,500**	**7,500**
6425 - VISA/BANK CHARGES		0		0				
6401 - EXPENDITURES		**0**		**0**				
6400 - TOTAL GOLF EXPENDITURES		**0**		**0**				
6725 - CAPITAL OUTLAY-OFFICE EQUIP	0	0	0	0	40,000	0		
6730 - CAPITAL OUTLAY-TRANSPORTATION	0	0	0	0				
6745 - VERF CHARGES	5,970	5,976	5,530	2,305	5,660	5,660	5,660	5,660
6701 - TOTAL CAPITAL OUTLAY	**5,970**	**5,976**	**5,530**	**2,305**	**45,660**	**5,660**	**5,660**	**5,660**
6700 - TOTAL CAPITAL OUTLAY	**5,970**	**5,976**	**5,530**	**2,305**	**45,660**	**5,660**	**5,660**	**5,660**
	558,617	**630,410**	**657,320**	**335,405**	**793,360**	**753,360**	**765,305**	**765,305**

CITY OF APPLE VALLEY
2016 BUDGET
ACCOUNT DETAIL

DEPT 28: PUBLIC WORKS BUILDING INSPECTIONS - 1400

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
	REVENUE							
4060	Building Permits	545,500	400,000	445,280	450,000	515,300	450,000	545,000
4073	Plan Review Fee	-	130,000	130,000	150,000	157,700	150,000	160,900
4924	Electrical Permits	84,000	90,000	90,000	91,800	107,400	91,800	109,500
4063	Mechanical Permits	50,000	50,000	50,000	51,000	60,600	51,800	61,800
4065	Plumbing Permits	53,000	53,000	53,000	54,100	64,400	55,000	65,700
4067	Utility Installation	6,000	6,000	6,000	6,150	7,300	6,250	7,400
4099	Other Revenue	2,000	2,000	2,000	2,000	2,500	2,100	2,600
	Total	740,500	731,000	776,280	805,050	915,200	806,950	952,900
	SALARIES							
6110	Regular Employees	326,593	402,055	402,055	420,300	420,300	433,140	433,140
6112	Salary-Seasonal Temp (2)	8,900	-	40,000	40,000	40,000	45,000	45,000
6113	Overtime - Reg	2,500	-	3,000	10,000	10,000	10,000	10,000
6123	Salaries - Other	6,532	13,490	13,490	11,845	11,845	10,820	10,820
6138	Medicare	4,830	6,025	6,025	6,265	6,265	6,435	6,435
6139	FICA	20,654	25,765	25,765	26,795	26,795	27,525	27,525
6141	Pension - PERA	24,152	31,165	31,165	32,410	32,410	33,300	33,300
6142	Work Comp Ins	1,640	2,075	2,075	2,265	2,265	2,565	2,565
6144	Long-term Disability Insurance	966	1,145	1,145	1,190	1,190	1,220	1,220
6145	Hospital & Life Insurance	59,100	75,600	75,600	79,320	79,320	81,720	81,720
	Total	455,867	557,320	600,320	630,390	630,390	651,725	651,725
6210	**OFFICE SUPPLIES**							
	General Supplies	350	100	100	500	500	500	500
	Blueprint hanging mobile storage rack				1,000	1,000	500	500
	Shelving and Office Items	375	375	375	375	375	375	375
	Total	725	475	475	1,875	1,875	1,375	1,375
6211	**SMALL TOOL & EQUIPMENT**							
	General Tools	560	560	910	910	910		
	Computer for scanning				800	800		
	2 Computer Monitors for Plan Review				1,600	1,600	1,600	1,600
	Laserfiche scanner replacement				3,500	3,500		
	Printer for front counter - replacement				500	500		
	Electronic Plan Review Software				10,000	10,000	5,000	5,000
	Replace Office Chair	375	350	350	400	400	400	400
	Metal Detector for monument locates	-	400	400	-	-		
	Hard Hats and Safety Vest	130	130	130	150	150	150	150
	Total	1,065	1,440	1,790	17,860	17,860	7,150	7,150
6212	**MOTOR FUELS/OILS**							
	Vehicle #'s 101, 102, 104, 107							
	Unlead Fuel	6,475	6,700	8,200	8,200	8,200	8,200	8,200
	Oils	200	225	225	230	230	230	230
	Total	6,675	6,925	8,425	8,430	8,430	8,430	8,430
6215	**EQUIPMENT - PARTS**							
	Inspection Vehicles and Equipment	600	600	600	600	600	600	600
	Total	600	600	600	600	600	600	600
6216	**EQUIPMENT - TIRES/BATTERIES**							
	Inspection Vehicles	430	440	690	700	700	700	700
	Total	430	440	690	700	700	700	700
6229	**GENERAL SUPPLIES**							
	Inspection Card Covers	230	235	235	240	240	245	245
	Home and Garden Show Supplies	-	150	150	200	200	200	200
	New code books and electronic download	625	735	735	1,000	1,000	1,000	1,000
	Line item reduction		(200)	(200)				
	Total	855	920	920	1,440	1,440	1,445	1,445
6231	**LEGAL SERVICES**							
	Legal Services from City Attorney	800	800	800	800	800	800	800
	Total	800	800	800	800	800	800	800

CITY OF APPLE VALLEY
2016 BUDGET
ACCOUNT DETAIL

DEPT 28: PUBLIC WORKS BUILDING INSPECTIONS - 1400

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
6235	**CONSULTANT SERVICES**							
	SSTS Plan Reviews and Inspections	500	510	510	520	520	520	520
	Contract Building Inspections	15,000	-	-	-	-		
	Electrical Inspections Services	-	-	-	-	-		
	Trans to 6243 Below							
	Total	15,500	510	510	520	520	520	520
6237	**TELEPHONE/PAGERS**							
	Mobile Phones	1,200	1,350	1,530	1,560	1,560	1,575	1,575
	Mobile Laptops	1,700	1,735	1,735	1,770	1,770	1,800	1,800
	Total	2,900	3,085	3,265	3,330	3,330	3,375	3,375
6239	**PRINTING/PUBLISHING**							
	Forms/ Convert Microfische Plans	1,530	1,650	1,650	2,200	2,200	2,300	2,300
	Total	1,530	1,650	1,650	2,200	2,200	2,300	2,300
6243	**ELECTRICAL PERMIT FEES**							
	Fees for Contract Electrical Inspector	54,850	64,000	64,000	65,500	65,500	67,000	67,000
	See 6235 above + budget amend							
	Total	54,850	64,000	64,000	65,500	65,500	67,000	67,000
6265	**REPAIRS - EQUIPMENT**							
	Vehicles - to 6215	-	-	-	-	-		
	Office Equip	400	410	410	420	420	425	425
	Total	400	410	410	420	420	425	425
6275	**SCHOOL/CONF/EXP - LOCAL**							
	Monthly Meetings - Dakota County	200	200	200	200	200	200	200
	U of M Annual IBO School (Ea. Insp. 2 da	650	650	650	650	650	650	650
	10,000 Lakes Chapter	300	300	300	300	300	300	300
	MAPMO MN Chapter	100	100	100	100	100	100	100
	ICC Seminars	325	325	325	325	325	325	325
	State Dept of Labor and Ind. Seminar	200	200	200	200	200	200	200
	Municipals	150	150	150	150	150	150	150
	ICC Upper Great Plains Institue Sem (ea.	1,200	1,200	1,200	1,200	1,200	1,200	1,200
	See 6279 below							
	Total	3,125	3,125	3,125	3,125	3,125	3,125	3,125
6276	**SCHOOL/CONF/EXP - OTHER**							
	State Conference In-State Only	540	625	625	650	650	650	650
	Total	540	625	625	650	650	650	650
6277	**MILEAGE ALLOWANCE**							
	School/Conf Mileage	200	200	200	200	200	200	200
	Total	200	200	200	200	200	200	200
6278	**SUBSISTENCE ALLOWANCE**							
	Building Official Conf	100	100	100	100	100	100	100
	Total	100	100	100	100	100	100	100
6279	**EDUCATION ASSISTANCE**							
	Tuition Reimbursement	-	-	-	-	-		
	Ending Program, Trans portion to 6275							
	Total	-	-	-	-	-	-	-
6280	**DUES & SUBSCRIPTIONS**							
	License Renewals (State, ICC)	105	105	105	250	250	265	265
	Trade Publication	105	-	-	-	-		
	MBPTA Permit Tech	-	200	200	200	200	210	210
	10,000 Lakes Mn Building Officials	-	160	160	160	160	170	170
	MAPMO - Plumbing & Mechanical	-	150	150	150	150	160	160
	AMBO Membership	400	400	400	400	400	410	410
	ICC Memberships	530	255	255	260	260	260	260
	Total	1,140	1,270	1,270	1,420	1,420	1,475	1,475
6281	**UNIFORM/CLOTHING ALLOWANCE**							
	Building Inspectors	720	735	735	750	750	750	750
	Total	720	735	735	750	750	750	750

CITY OF APPLE VALLEY
2016 BUDGET
ACCOUNT DETAIL

DEPT 28: PUBLIC WORKS BUILDING INSPECTIONS - 1400

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
6310	**RENTAL EXPENSE**							
	Copier	1,225	1,250	1,250	1,275	1,275	1,275	1,275
	Home and Garden Show Booth Rental	400	410	410	515	515	525	525
	Total	1,625	1,660	1,660	1,790	1,790	1,800	1,800
6312	**TAXES/SPECIAL ASSESSMENTS**							
	Electrical State Surcharge	-	-	-	.	.		
	Total	-	-	-	-	-	-	-
6351	**VISA/BANK CHARGES**							
	Credit Card System Fees	3,000	5,500	5,500	5,600	5,600	5,700	5,700
	Total	3,000	5,500	5,500	5,600	5,600	5,700	5,700
6725	**CAPITAL OUTLAY - OFFICE EQUIP**							
	Inspection Office Modifications		-	-	40,000	-		
	Large Format Plotter (Used)	-	-	-	-		-	-
	Total	-	-	-	40,000	-	-	-
6730	**CAPITAL OUTLAY - VEHICLES**							
	Replace Vehicle No. 102	-	-	-	-	-	-	-
	Replace Veh No. 107 ($20,500) 2014	-	-	-	-	-		
	Replace Veh No. 104 ($22,500) 2015	-	VERF	VERF	-	-		
	Total	-	-	-	-	-	-	-
6745	**VEHICLE REPLACEMENT**							
	VERF - Vehicle Repl. Charges	5,970	5,530	5,530	5,660	5,660	5,660	5,660
	Total	5,970	5,530	5,530	5,660	5,660	5,660	5,660
	Total Net of Personnel	102,750	100,000	102,280	162,970	122,970	113,580	113,580
	TOTAL EXPENSES	$ 558,617	$ 657,320	$ 702,600	$ 793,360	$ 753,360	$ 765,305	$ 765,305
	Revenue	$ 740,500	$ 731,000	$ 776,280	$ 805,050	$ 915,200	$ 806,950	$ 952,900
	NET EXPENSES	$ 181,883	$ 73,680	$ 73,680	$ 11,690	$ 161,840	$ 41,645	$ 187,595

COMPANY	DEPARTMENT	BUSINESS UNIT	ACTIVITY
1000	29	1500	**Public Works Administration/ Natural Resources**

DESCRIPTION OF ACTIVITY

The Public Works Administration Division coordinates activities for functions within the Public Works Department, consisting of: Engineering; Building Inspections; Street Maintenance; Snow and Ice Control; Traffic Management; Fleet and Buildings; Water, Sanitary Sewer, Storm Drainage, and Street Light Utilities; Natural Resources; and the Lebanon Cemetery. Natural Resources staff within the Administration Division implements policies and ordinances related to forestry management and surface water quality of lakes, ponds and wetlands.

SERVICE CATEGORIES

The Administration Division of the Public Works Department provides budgetary and overall management for the divisions/business units associated with the department. The following internal and external services are provided by the Public Works Administration and Natural Resources Division.

1. **Department Operating Budget Administration Services:**
   - Prepare and assemble annual operating budget for the Public Works Department
   - Monitor budget performance of Public Works Divisions on a monthly basis
   - Review requisitions for purchases by Public Works Divisions

2. **Department Management Services:**
   - Conduct weekly staff meetings to coordinate work within the department
   - Coordinate Public Works legal issues with City Attorney's Office and LMCIT
   - Develop and deploy Cartegraph software as a primary management platform
   - Manage work orders and citizen requests for services
   - Coordinate Public Works services with Emergency Management Director in response to severe weather, flooding and other natural disasters

3. **Capital Improvement Program Planning Services:**
   - Prepare annual updates to the Capital Improvement Program for City Infrastructure
   - Establish and adjust project priorities and schedules
   - Provide long-term planning and management of available funds for capital projects
   - Coordinate implementation of the Capital Improvement Program

4. **Agency Coordination:**
   - Coordinate long-term planning for expansion of the Trunk Highway 77 corridor
   - Coordinate with Dakota County on planned improvements to County Highways
   - Facilitate inter-community coordination issues with adjacent communities

5. **Forestry Management Services:**
   - Administer diseased tree program for control of tree diseases
   - Identify and coordinate removal of diseased and hazardous trees
   - Provide technical assistance to residents seeking advice on tree issues

- Proactive planning and management of boulevard trees, removal and replacement coordination for EAB devastation.

MAJOR OBJECTIVES FOR 2016

In addition to recurring annual duties, the following major objectives are established for 2016 within this business unit.

- Prepare for the onset of Emerald Ash Borer infestation.
- Provide assistance with boulevard tree removal and replacement as it relates to street improvement projects.
- Develop higher level infrastructure asset management planning using advanced GIS capabilities to forecast future asset conditions based on current investment levels.
- Restructure current intercommunity wastewater flow agreements with the City of Eagan based on metering.
- Provide guidance and support to Building Inspections Division to re-establish delegation agreement with the Minnesota Department of Labor and Industry.
- Improve succession planning efforts to address projected retirements from within the department.

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Actual 2012	Actual 2013	Actual 2014	Projected 2015	Projected 2016
Annual Street & Utility Capital Improvements ($ in millions)	13.0	21.0 (+WTP)	9.5	8.0	8.0
Disease Tree Removals	260	430	382	400	450
Number of Work Orders*	1,259	1,362	1,511	1,600	1,700
Nat Resource Mgt Permits	39	39	49	45	60

* Number of service requests will vary between years due to factors such as snow fall amount.

PERSONNEL / STAFFING

	Regular Status Personnel Schedule –FTE's			
Position Title	Adopted 2013	Adopted 2014	Adopted 2015	Proposed 2016
Public Works Director	1	1	1	1
Public Works Coordinator	1	1	1	1
Natural Resources Coord.	1	1	1	1
Water Quality Tech*	1	0	0	0
Erosion Control Tech *	1	0	0	0
Clerical Assistant	0.6	0.6	0.65	0.65

	Temporary Status Personnel Schedule			
Position Title	Adopted 2013	Adopted 2014	Adopted 2015	Proposed 2016
Tree Inspector	1	1	1	2

* Water Quality Tech & Erosion Control Technician shifted to Storm Drainage Utility in 2014.

Summary Budget Department 29, Business Unit 1500 Public Works Administration/Natural Resources							
	2012 Actual	2013 Actual	2014 Actual	2014 Adopted	2015 Proposed	2016 Proposed	2017 Proposed
Expenditures:							
Salaries & Wages	405,588	420,042	284,956	304,608	314,740	319,000	349,955
Emp. Benefits	118,798	120,400	58,963	86,661	91,710	91,815	95,470
Supplies	9,263	8,751	14,120	11,650	10,440	12,460	11,895
Contractual Serv.	19,934	27,771	30,996	45,290	29,945	47,075	64,869
Repairs & Maint.	1,561	2,288	1,470	1,110	1,460	1,500	1,500
Training/Travel/Dues	7,086	7,744	11,948	10,435	10,550	10,705	11,085
Other Exp.	4,180	5,130	4,775	5,023	5,225	5,290	5,325
Vehcile Replacement Fund	-	-	3,996	3,999	4,340	4,450	4,450
Capital outlay							
Total Exp	566,410	592,126	411,224	468,776	468,410	492,295	544,549
Net addition to (use of) general revenues	(566,410)	(592,126)	(411,224)	(468,776)	(468,410)	(492,295)	(544,549)

2016 Capital Outlay:

None

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
PUBLIC WORKS ADMIN/NATURAL RES

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6110 - SALARY-REGULAR EMPLOYEES	262,741	252,000	261,885	148,522	270,495	270,495	281,180	281,180
6111 - SALARY PART-TIME	18,585	19,203	24,335	7,223	22,370	22,370	24,460	24,460
6112 - SALARY-SEASONAL TEMP	9,055	11,907	9,055	2,240	9,055	9,055	97,111	27,165
6113 - OVERTIME-REGULAR EMPLOYEES	8,600	791	8,600	723	8,600	8,600	8,600	8,600
6114 - OVERTIME PART-TIME EMPLOYEES		178		0				
6121 - INSURANCE CASH BENEFIT		930		639				
6122 - COMP REQUEST		-52		-242				
6123 - SALARY-OTHER	5,627		10,865		8,480	8,480	8,550	8,550
6105 - SALARIES AND WAGES	**304,608**	**284,956**	**314,740**	**159,105**	**319,000**	**319,000**	**419,901**	**349,955**
6138 - MEDICARE	4,417	4,080	4,565	2,297	4,625	4,625	4,810	4,810
6139 - FICA	18,608	16,976	19,145	9,820	19,570	19,570	20,175	20,175
6141 - PENSIONS-PERA	21,428	19,446	22,925	9,292	23,245	23,245	24,210	24,210
6142 - WORKERS COMPENSATION	3,331	2,874	3,800	1,621	3,950	3,950	4,575	4,575
6144 - LONG-TERM DISABILITY INSURANCE	777	616	775	360	765	765	840	840
6145 - MEDICAL INSURANCE	38,100	12,212	40,500	13,756	39,660	39,660	40,860	40,860
6146 - DENTAL INSURANCE	0	2,478	0	1,439				
6147 - LIFE INSURANCE-BASIC		-931		9				
6148 - LIFE INSURANCE-SUPP/DEPEND		1,211		601				
6125 - EMPLOYEE BENEFITS	**86,661**	**58,963**	**91,710**	**39,194**	**91,815**	**91,815**	**95,470**	**95,470**
6100 - TOTAL PERSONNEL SERVICES	**391,269**	**343,919**	**406,450**	**198,299**	**410,815**	**410,815**	**515,371**	**445,425**
6210 - OFFICE SUPPLIES	2,100	2,098	1,730	394	2,370	2,000	2,180	2,000
6211 - SMALL TOOLS & EQUIPMENT	1,735	1,871	1,970	285	3,310	3,310	2,480	2,480
6212 - MOTOR FUELS/OILS	3,825	2,394	3,835	765	3,915	3,915	3,915	3,915
6214 - CHEMICALS	180	0	180	0	0	0		
6215 - EQUIPMENT-PARTS	1,430	67	1,030	0	1,430	1,430	1,430	1,430
6216 - VEHICLES-TIRES/BATTERIES	400	0	210	0	300	300	500	500
6229 - GENERAL SUPPLIES	1,980	7,690	1,485	457	1,505	1,505	1,570	1,570
6205 - SUPPLIES	**11,650**	**14,120**	**10,440**	**1,901**	**12,830**	**12,460**	**12,075**	**11,895**
6235 - CONSULTANT SERVICES	0	40	0	58				
6237 - TELEPHONE/PAGERS	2,240	1,139	2,245	544	2,290	2,290	2,290	2,290
6238 - POSTAGE/UPS/FEDEX	55	153	65	137	70	70	70	70
6239 - PRINTING	945	612	965	68	975	975	975	975
6249 - OTHER CONTRACTUAL SERVICES	42,050	29,052	26,670	2,538	53,740	43,740	71,534	61,534
6230 - CONTRACTUAL SERVICES	**45,290**	**30,996**	**29,945**	**3,345**	**57,075**	**47,075**	**74,869**	**64,869**
6250 - UTILITIES	**0**		**0**					
6265 - REPAIRS-EQUIPMENT	1,110	1,470	1,460	349	1,500	1,500	1,500	1,500
6260 - REPAIRS AND MAINTENA	**1,110**	**1,470**	**1,460**	**349**	**1,500**	**1,500**	**1,500**	**1,500**
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	2,440	1,756	2,465	397	2,520	2,520	2,810	2,810
6276 - SCHOOLS/CONFERENCES/EXP OTHER	1,800	2,589	1,850	75	1,900	1,900	1,950	1,950
6277 - MILEAGE/AUTO ALLOWANCE	3,680	3,545	3,685	1,323	3,690	3,690	3,700	3,700
6278 - SUBSISTENCE ALLOWANCE	100		100		100	100	100	100
6280 - DUES & SUBSCRIPTIONS	1,480	2,783	1,510	187	1,545	1,545	1,575	1,575
6281 - UNIFORM/CLOTHING ALLOWANCE	935	1,275	940	548	950	950	950	950
6270 - TRNG/TRAVL/DUES/UNIF	**10,435**	**11,948**	**10,550**	**2,530**	**10,705**	**10,705**	**11,085**	**11,085**
6200 - TOTAL OPERATING COSTS	**68,485**	**58,534**	**52,395**	**8,125**	**82,110**	**71,740**	**99,529**	**89,349**
6310 - RENTAL EXPENSE	5,023	4,775	5,225	1,583	5,290	5,290	5,325	5,325
6333 - GENERAL-CASH DISCOUNTS		0		0				

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
PUBLIC WORKS ADMIN/NATURAL RES

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6399 - OTHER CHARGES	0	0	0	0				
6301 - OTHER EXPENDITURES	**5,023**	**4,775**	**5,225**	**1,583**	**5,290**	**5,290**	**5,325**	**5,325**
6300 - TOTAL OTHER EXPENDITURES	**5,023**	**4,775**	**5,225**	**1,583**	**5,290**	**5,290**	**5,325**	**5,325**
6745 - VERF CHARGES	3,999	3,996	4,340	1,810	4,450	4,450	4,450	4,450
6701 - TOTAL CAPITAL OUTLAY	**3,999**	**3,996**	**4,340**	**1,810**	**4,450**	**4,450**	**4,450**	**4,450**
6700 - TOTAL CAPITAL OUTLAY	**3,999**	**3,996**	**4,340**	**1,810**	**4,450**	**4,450**	**4,450**	**4,450**
	468,776	**411,224**	**468,410**	**209,817**	**502,665**	**492,295**	**624,675**	**544,549**

CITY OF APPLE VALLEY
2016 BUDGET
ACCOUNT DETAIL

DEPT 29: PUBLIC WORKS ADMINISTRATION/ NATURAL RESOURCES - 1500

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 ADMIN RECOMMEND	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
	SALARIES								
6110	Regular Employees	262,741	261,885	261,885	270,495	270,495	270,495	281,180	281,180
6111	Salary-Parttime	18,585	24,335	24,335	22,370	22,370	22,370	24,460	24,460
6112	Salary-Seasonal Temp (1 Tree Insp)	9,055	9,055	9,055	9,055	9,055	9,055	9,055	9,055
6113	Overtime - Reg	8,600	8,600	8,600	8,600	8,600	8,600	8,600	8,600
6123	Salaries - Other	5,627	10,865	10,865	8,480	8,480	8,480	8,550	8,550
6138	Medicare	4,417	4,565	4,565	4,625	4,625	4,625	4,810	4,810
6139	FICA	18,608	19,145	19,145	19,570	19,570	19,570	20,175	20,175
6141	Pension - PERA	21,428	22,925	22,925	23,245	23,245	23,245	24,210	24,210
6142	Work Comp Ins	3,331	3,800	3,800	3,950	3,950	3,950	4,575	4,575
6144	Long-Term Disability Insurance	777	775	775	765	765	765	840	840
6145	Hospital & Life Insurance	38,100	40,500	40,500	39,660	39,660	39,660	40,860	40,860
6112	Seasonal Temps (2)							18,110	18,110
6110	Add intern/employee							69,946	
	Total	391,269	406,450	406,450	410,815	410,815	410,815	515,371	445,425
6210	**OFFICE SUPPLIES**								
	General Supplies (PW Admin)	1,500	1,530	1,530	1,560	1,560	1,560	1,560	1,560
	General Supplies (Natural Resources)	200	200	200	200	200	200	200	200
	Printer/Copier Supplies	400	400	400	410	410	410	420	420
	Adobe Acrobat 8 Pro. Software	-	-	-	-	200	200		
	Line Item Reduction		(400)	(400)	(400)		(370)		(180)
	Total	2,100	1,730	1,730	1,770	2,370	2,000	2,180	2,000
6211	**SMALL TOOLS & EQUIPMENT**								
	Tools - Tree Inspection	410	420	420	430	430	430	430	430
	Cartegraph/Arcview License	500	1,100	1,100	1,150	1,150	1,150	1,150	1,150
	Graphic Cards & Monitors for 2 PCs	600	-	-		1,300	1,300	650	650
	Telephone Headsets (2)	-	450	450	-	-	-		
	Buckthorn Pullers (2)	225	-	-	230	230	230	250	250
	Storage Cabinet - Files/Equip	-	-	-	-	-	-		
	Paper Cutter					200	200		
	Line Item Reduction								
	Total	1,735	1,970	1,970	1,810	3,310	3,310	2,480	2,480
6212	**MOTOR FUELS/OILS/ADDITIVES**								
	Vehicles 601, 603 and 604								
	Nolead Fuel (1220 gal.)	3,825	3,650	3,650	3,725	3,725	3,725	3,725	3,725
	Oil/Lub	175	185	185	190	190	190	190	190
	Total	3,825	3,835	3,835	3,915	3,915	3,915	3,915	3,915
6214	**CHEMICALS**								
	Propiconazole (oak wilt)(from 5505)	180	180	180	200			-	-
	Total	180	180	180	200	-	-	-	-
6215	**EQUIPMENT - PARTS**								
	Vehicles 601, 603 and 604	1,430	1,430	1,430	1,430	1,430	1,430	1,430	1,430
	Line Item Reduction		(400)	(400)	(400)				
	Total	1,430	1,030	1,030	1,030	1,430	1,430	1,430	1,430
6216	**EQUIPMENT - TIRES/BATTERIES**								
	Vehicles 601, 603 and 604	400	410	410	500	500	500	500	500
	Line Item Reduction		(200)	(200)	(200)	(200)	(200)		
	Total	400	210	210	300	300	300	500	500
6229	**GENERAL SUPPLIES**								
	Manuals	205	210	210	215	215	215	215	215
	*Paint (Paint for Marking Tree Disease)	255	260	260	265	265	265	325	325
	*Personal Protective Equip - Safety	385	395	395	400	400	400	400	400
	*Tree Sale	9,000	9,000	9,000	9,180	9,180	9,180	9,300	9,300
	less offsetting revenue from tree sale	(9,000)	(9,000)	(9,000)	(9,180)	(9,180)	(9,180)	(9,300)	(9,300)
	Large Format Plotter and Misc	510	520	520	525	525	525	530	530
	Wooden Stakes	-	100	100	100	100	100	100	100
	File Cabinets & Office Storage	625	-	-	-	-	-		
	Total	1,980	1,485	1,485	1,505	1,505	1,505	1,570	1,570
6235	**CONSULTANT SERVICES**								
	Consulting Service Expenses	-	-	-	-	-	-		
	Total	-	-	-	-	-	-	-	-
6237	**TELEPHONE/PAGERS**								
	Mobile phone service	2,115	2,115	2,115	2,155	2,155	2,155	2,155	2,155
	Track Phone (Seasonal Tree Insp)	125	130	130	135	135	135	135	135
	Total	2,240	2,245	2,245	2,290	2,290	2,290	2,290	2,290
6238	**POSTAGE/UPS/FEDEX**								
	Postage	55	65	65	70	70	70	70	70
	Total	55	65	65	70	70	70	70	70
6239	**PRINTING/PUBLISHING**								
	Business Cards, PW Poster, Forms	410	420	420	425	425	425	425	425
	Brochures and Forms	535	545	545	550	550	550	550	550
	Door Hangers (stenciling, tree inspec)	-	-	-	-	-	-		
	Total	945	965	965	975	975	975	975	975

CITY OF APPLE VALLEY
2016 BUDGET
ACCOUNT DETAIL

DEPT 29: PUBLIC WORKS ADMINISTRATION/ NATURAL RESOURCES - 1500

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 ADMIN RECOMMEND	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
6249	**OTHER CONTRACTUAL SERVICES**								
	Oak Wilt/DED Cost-Share Program	41,000	38,000	38,000	38,000			-	-
	Shade Tree Management Strategies					50,000	50,000	67,700	67,700
	Cartegraph Maintenance Fee	1,050	3,670	3,670	3,740	3,740	3,740	3,834	3,834
	Line Item Reduction		(15,000)	(15,000)	(14,000)		(10,000)		(10,000)
	Total	42,050	26,670	26,670	27,740	53,740	43,740	71,534	61,534
6265	**REPAIRS - EQUIPMENT**								
	Copier Maintenance	750	1,100	1,100	1,125	1,125	1,125	1,125	1,125
	Fax, Folding Mach., Type.	155	160	160	175	175	175	175	175
	Wash Bay Supplies (car wash tickets)	205	200	200	200	200	200	200	200
	Total	1,110	1,460	1,460	1,500	1,500	1,500	1,500	1,500
6275	**SCHOOL/CONF/EXP - LOCAL**								
	Seminars/Mtgs (CONDAC, PW Mtgs)	995	1,015	1,015	1,035	1,035	1,035	1,050	1,050
	Shade Tree Short Course	210	185	185	190	190	190	400	400
	Forestry Management Workshop (x2)	190	195	195	205	205	205	205	205
	Natural Resources Seminar	210	215	215	220	220	220	230	230
	EAB Pest Control Training	150	150	150	155	155	155	200	200
	APWA Conference - Metro	395	405	405	410	410	410	415	415
	CEAM Conference - Metro	290	300	300	305	305	305	310	310
	Total	2,440	2,465	2,465	2,520	2,520	2,520	2,810	2,810
6276	**SCHOOL/CONF/EXP - OTHER**								
	APWA/AWWA Conference	1,800	1,850	1,850	1,900	1,900	1,900	1,950	1,950
	Total	1,800	1,850	1,850	1,900	1,900	1,900	1,950	1,950
6277	**MILEAGE ALLOWANCE**								
	Car Allowance	3,300	3,300	3,300	3,300	3,300	3,300	3,300	3,300
	Mileage	380	385	385	390	390	390	400	400
	Total	3,680	3,685	3,685	3,690	3,690	3,690	3,700	3,700
6278	**SUBSISTENCE ALLOWANCE**								
	In-state training	100	100	100	100	100	100	100	100
	Total	100	100	100	100	100	100	100	100
6280	**DUES & SUBSCRIPTIONS**								
	Prof Dues (APWA, CEAM)	1,125	1,150	1,150	1,175	1,175	1,175	1,200	1,200
	*Prof Dues (Soc of Arbor, ADF, Pesticide)	230	235	235	240	240	240	240	240
	Arbor Day Foundation, Pest Applicator	125	125	125	130	130	130	135	135
	Total	1,480	1,510	1,510	1,545	1,545	1,545	1,575	1,575
6281	**UNIFORM/CLOTHING ALLOWANCE**								
	Clothing Natural Resources	935	940	940	950	950	950	950	950
	Total	935	940	940	950	950	950	950	950
6310	**RENTAL EXPENSE**								
	*Home & Garden Expo Booth	400	475	475	475	515	515	525	525
	Copier Lease	4,623	4,750	4,750	4,775	4,775	4,775	4,800	4,800
	Total	5,023	5,225	5,225	5,250	5,290	5,290	5,325	5,325
6399	**OTHER CHARGES**								
	**Water Quality Permits (Trans 5505)	-	-	-	-	-	-	-	-
	Total	-	-	-	-	-	-	-	-
6745	**VEHICLE REPLACEMENT**								
	VERF - Vehicle Repl. Charges	3,999	4,340	4,340	4,450	4,450	4,450	4,450	4,450
	Total	3,999	4,340	4,340	4,450	4,450	4,450	4,450	4,450
	Total Net of Personnel	77,507	61,960	61,960	63,510	91,850	81,480	109,304	99,124
	TOTAL EXPENSES	$ 468,776	$ 468,410	$ 468,410	$ 474,325	$ 502,665	$ 492,295	$ 624,675	$ 544,549

Notes:

COMPANY	DEPARTMENT	BUSINESS UNIT	ACTIVITY
1000	30	1530	**FLEET & BUILDINGS Public Works**

DESCRIPTION OF ACTIVITY

The Public Works Central Maintenance Division is responsible for maintaining the City's vehicle fleet consisting of over 250 pieces of equipment and vehicles. Routine preventative maintenance and full-service repair work is performed on City-owned vehicles and equipment by staff mechanics. This division also operates and maintains the central fuel dispensing system located at the Central Maintenance Facility.

The Central Maintenance Division maintains the buildings and grounds for the Central Maintenance Facility (Public Works and Parks Maintenance). Personnel within the division perform building maintenance, cleaning, stocking of general supplies and facility repairs as well as operate the heating, ventilation, and air conditioning (HVAC) systems. This division also supervises HVAC systems and building maintenance personnel at the Municipal Center (City Hall/Police).

SERVICE CATEGORIES

The Public Works Central maintenance Division provides a centralized source for the following services related to fleet and building functions for the City of Apple Valley.

1. City Fleet Repair and Maintenance Services

- Provide repair and preventative maintenance services for City owned vehicles and equipment, ranging from major engine repair to routine oil changes
- Provide initial equipment set-up and supply replacement parts for City fleet
- Track replacement cycles and consolidate replacement costs for City fleet
- Coordinate auto body repair work with vendors for damaged City vehicles

2. Buildings and Grounds Custodial Services

- Provide routine custodial services for the Municipal Center, Police Department and Central Maintenance Facility
- Administer contract services for cleaning (i.e. window cleaning, carpet cleaning, etc.)
- Provide lawn care, landscape maintenance and snow plowing for city facilities

3. Building Maintenance and Repair Services

- Maintain heating, ventilation and air conditioning systems, electrical systems, and plumbing systems for the Municipal Center, Police Department and Central Maintenance Facility
- Provide contract repair of city building structures, such as repairs to roofs, doors, flooring and other building components
- Provide planning and budgeting for building improvements at the Municipal Center, Police Department and Central Maintenance Facility

4. City Fuel Supply Services

- Purchase diesel and unleaded fuel for City fleet, including Police, Fire, Public Works and Parks Department
- Maintain 20,000 gallon central fuel supply system located at the Central Maintenance Facility
- Monitor and report fuel consumption to Finance Department of proper coding to City departments

5. Fleet Acquisition and Disposition Services

- Assist departments with specifications for replacement vehicles
- Coordinate vehicle purchasing process, typically under the State Cooperative Purchasing Program (State Contract)
- Provide for disposition of City vehicles and forfeiture vehicles through auctions

MAJOR OBJECTIVES FOR 2016

In addition to recurring annual duties, the primary 2016 goals for this division include the following items.

- Assist with initial implementation of the central fuel management system for all City-owned vehicles and major equipment items.
- Complete new computer based technology for vehicle diagnostics
- Improve compliance with vehicle maintenance time logging into JetFleet by other divisions and departments.

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Actual 2012	Actual 2013	Actual 2014	Projected 2015	Projected 2016
Number of Equip Items in Fleet	263	262	262	262	262
Number of vehicle/equipment Repair Orders	1,905	1,908	1,268	1,300	1,300
Number of Vehicles Replaced	14	18	18	12	12
Gallons of Fuel Supplied	122,600	127,300	132,000	132,000	132,000
Miles Driven	904,000	872,000	890,393	900,000	900,000

Regular Status Personnel Schedule –FTE's				
Position Title	Adopted 2013	Adopted 2014	Adopted 2015	Proposed 2016
Public Works Supervisor	1	1	1	1
Fleet Maintenance Foreman	1	1	1	1
Fleet Maintenance/Mechanic	2	2	2	2
Building Maintenance	3	3	3	3

Temporary Status Personnel Schedule				
Position Title	Adopted 2013	Adopted 2014	Adopted 2015	Proposed 2016
Seasonal Maintenance	1	1	1	1

Summary Budget Department 30, Business Unit 1530 - Fleet & Buildings-CMF							
	2012 Actual	2013 Actual	2014 Actual	2014 Adopted	2015 Adopted	2016 Proposed	2017 Proposed
Expenditures:							
Salaries & Wages	293,961	309,642	319,802	330,938	336,790	349,885	358,295
Emp. Benefits	102,304	107,829	114,573	114,945	123,995	128,970	132,705
Supplies	30,686	26,730	26,137	35,275	30,460	31,020	30,450
Contractual Serv.	9,155	10,459	10,614	14,640	11,200	13,490	13,840
Utilities	58,837	78,373	92,942	68,880	77,050	82,200	84,225
Repairs & Maint.	19,533	23,131	34,042	21,900	22,300	22,740	23,300
Training/Travel/Dues	6,338	6,761	6,689	7,600	7,285	7,720	7,810
Other Exp.	2,091	2,749	4,568	6,050	6,075	8,190	8,245
Misc for resale	3,120	3,702	3,458	3,200	3,300	3,350	3,425
Vehicle Replacement Fund	-	-	5,040	5,044	5,270	5,400	5,550
Capital outlay	94,835	46,321	65,000	65,000	59,500	-	-
Total Exp	620,860	615,697	682,865	673,472	683,225	652,965	667,845
Net addition to (use of) general revenues	(620,860)	(615,697)	(682,865)	(673,472)	(683,225)	(652,965)	(667,845)

2016 Capital Outlay
Building Capital Outlay requests moved to Muni Bldg Fund
VERF Charges $5,400

2017 Capital Outlay
VERF Changes $5,550

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
FLEET & BUILDINGS-CMF

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6110 - SALARY-REGULAR EMPLOYEES	305,508	318,359	315,940	158,130	323,840	323,840	331,910	331,910
6112 - SALARY-SEASONAL TEMP	16,320	10,871	10,000	6,683	10,500	15,000	10,500	15,125
6113 - OVERTIME-REGULAR EMPLOYEES	3,000	1,387	3,000	1,923	3,000	3,000	3,000	3,000
6121 - INSURANCE CASH BENEFIT		827		776				
6122 - COMP REQUEST		-11,642		-3,648				
6123 - SALARY-OTHER	6,110		7,850		8,045	8,045	8,260	8,260
6105 - SALARIES AND WAGES	**330,938**	**319,802**	**336,790**	**163,863**	**345,385**	**349,885**	**353,670**	**358,295**
6138 - MEDICARE	4,816	4,581	4,995	2,341	5,110	5,110	5,130	5,130
6139 - FICA	20,591	19,586	21,345	10,010	21,845	21,845	21,925	21,925
6141 - PENSIONS-PERA	22,810	22,385	24,510	11,730	25,115	25,115	25,735	25,735
6142 - WORKERS COMPENSATION	6,724	6,887	8,345	4,414	8,960	8,960	9,850	9,850
6144 - LONG-TERM DISABILITY INSURANCE	904	877	900	457	920	920	945	945
6145 - MEDICAL INSURANCE	59,100	53,919	63,900	27,916	67,020	67,020	69,120	69,120
6146 - DENTAL INSURANCE	0	4,868	0	2,395				
6147 - LIFE INSURANCE-BASIC		57		15				
6148 - LIFE INSURANCE-SUPP/DEPEND		1,413		1,573				
6125 - EMPLOYEE BENEFITS	**114,945**	**114,573**	**123,995**	**60,852**	**128,970**	**128,970**	**132,705**	**132,705**
6100 - TOTAL PERSONNEL SERVICES	**445,883**	**434,375**	**460,785**	**224,716**	**474,355**	**478,855**	**486,375**	**491,000**
6210 - OFFICE SUPPLIES	200	269	205	11	210	210	250	250
6211 - SMALL TOOLS & EQUIPMENT	11,400	7,882	6,190	4,288	6,280	6,280	6,345	6,345
6212 - MOTOR FUELS/OILS	5,100	4,097	5,125	862	5,235	5,235	5,185	5,185
6214 - CHEMICALS		499		0				
6215 - EQUIPMENT-PARTS	6,700	4,819	6,750	1,290	6,840	6,840	6,900	5,900
6216 - VEHICLES-TIRES/BATTERIES	375	135	390	-120	410	410	450	450
6229 - GENERAL SUPPLIES	11,500	8,435	11,800	7,272	12,045	12,045	12,320	12,320
6205 - SUPPLIES	**35,275**	**26,137**	**30,460**	**13,603**	**31,020**	**31,020**	**31,450**	**30,450**
6235 - CONSULTANT SERVICES	500	238	500	271	510	510	525	525
6237 - TELEPHONE/PAGERS	1,350	1,210	1,375	547	1,400	1,400	1,425	1,425
6238 - POSTAGE/UPS/FEDEX		0		0				
6239 - PRINTING	200	135	200	0	200	200	200	200
6240 - CLEANING SERVICE/GARBAGE	10,300	8,863	8,985	4,279	15,215	10,715	15,610	10,985
6249 - OTHER CONTRACTUAL SERVICES	2,290	168	140	0	2,665	665	2,705	705
6230 - CONTRACTUAL SERVICES	**14,640**	**10,614**	**11,200**	**5,097**	**19,990**	**13,490**	**20,465**	**13,840**
6255 - UTILITIES-ELECTRIC	28,000	27,187	33,600	8,423	34,200	34,200	35,000	35,000
6256 - UTILITIES-NATURAL GAS	39,500	64,348	41,950	23,008	45,000	45,000	46,125	46,125
6257 - UTILITIES-PROPANE/WATER/SEWER	1,380	1,407	1,500	1,524	3,000	3,000	3,100	3,100
6250 - UTILITIES	**68,880**	**92,942**	**77,050**	**32,955**	**82,200**	**82,200**	**84,225**	**84,225**
6265 - REPAIRS-EQUIPMENT	4,600	4,558	4,600	1,311	4,690	4,690	4,800	4,800
6266 - REPAIRS-BUILDING	17,300	29,484	17,700	14,657	18,050	18,050	18,500	18,500
6260 - REPAIRS AND MAINTENA	**21,900**	**34,042**	**22,300**	**15,967**	**22,740**	**22,740**	**23,300**	**23,300**
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	875	191	500	270	875	875	875	875
6277 - MILEAGE/AUTO ALLOWANCE	3,400	3,320	3,400	1,552	3,405	3,405	3,405	3,405
6280 - DUES & SUBSCRIPTIONS	25	86	25	55	30	30	35	35
6281 - UNIFORM/CLOTHING ALLOWANCE	3,300	3,093	3,360	1,375	3,410	3,410	3,495	3,495
6270 - TRNG/TRAVL/DUES/UNIF	**7,600**	**6,689**	**7,285**	**3,251**	**7,720**	**7,720**	**7,810**	**7,810**
6200 - TOTAL OPERATING COSTS	**148,295**	**170,425**	**148,295**	**70,874**	**163,670**	**157,170**	**167,250**	**159,625**
6310 - RENTAL EXPENSE	0	0	0	0				

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
FLEET & BUILDINGS-CMF

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6330 - SALES/USE TAX		114		0				
6333 - GENERAL-CASH DISCOUNTS		-54		-7				
6349 - LATE FEES/FINANCE CHARGES		0		0				
6399 - OTHER CHARGES	6,050	4,508	6,075	5,292	8,190	8,190	8,245	8,245
6301 - OTHER EXPENDITURES	**6,050**	**4,568**	**6,075**	**5,285**	**8,190**	**8,190**	**8,245**	**8,245**
6300 - TOTAL OTHER EXPENDITURES	**6,050**	**4,568**	**6,075**	**5,285**	**8,190**	**8,190**	**8,245**	**8,245**
6540 - TAXABLE MISC FOR RESALE		3,458		1,019				
6545 - NON-TAXABLE MISC FOR RESALE	3,200	0	3,300	627	3,350	3,350	3,425	3,425
6501 - TAXABLE/NON-TAXABLE MISC RESAL	**3,200**	**3,458**	**3,300**	**1,645**	**3,350**	**3,350**	**3,425**	**3,425**
6500 - TOTAL LIQUOR EXPENDITURES	**3,200**	**3,458**	**3,300**	**1,645**	**3,350**	**3,350**	**3,425**	**3,425**
6720 - CAPITAL OUTLAY-FURNITURE & FIX	0	0	0	0				
6730 - CAPITAL OUTLAY-TRANSPORTATION	0	0	0	0				
6735 - CAPITAL OUTLAY-OTHER IMPROVEME	65,000	65,000	59,500	0	134,000	0	182,000	0
6740 - CAPITAL OUTLAY-MACH/EQ/OTHER	0	0	0	0				
6745 - VERF CHARGES	5,044	5,040	5,270	2,195	5,400	5,400	5,550	5,550
6701 - TOTAL CAPITAL OUTLAY	**70,044**	**70,040**	**64,770**	**2,195**	**139,400**	**5,400**	**187,550**	**5,550**
6700 - TOTAL CAPITAL OUTLAY	**70,044**	**70,040**	**64,770**	**2,195**	**139,400**	**5,400**	**187,550**	**5,550**
	673,472	**682,866**	**683,225**	**304,715**	**788,965**	**652,965**	**852,845**	**667,845**

CITY OF APPLE VALLEY
2016 BUDGET
ACCOUNT DETAIL

DEPT 30: FLEET & BUILDINGS-CMF - 1530
Public Works Department

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 FROM 15-16 BUDGET	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
	SALARIES								
6110	Regular Employees	305,508	315,940	315,940	323,840	323,840	323,840	331,910	331,910
6112	Salary-Seasonal Temp	16,320	10,000	10,000	10,000	10,500	15,000	10,500	15,125
6113	Overtime - Regular	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000
6123	Salaries - Other	6,110	7,850	7,850	8,045	8,045	8,045	8,260	8,260
6138	Medicare	4,816	4,995	4,995	5,110	5,110	5,110	5,130	5,130
6139	FICA	20,591	21,345	21,345	21,845	21,845	21,845	21,925	21,925
6141	Pension - PERA	22,810	24,510	24,510	25,115	25,115	25,115	25,735	25,735
6142	Work Comp Ins	6,724	8,345	8,345	8,960	8,960	8,960	9,850	9,850
6144	Long-Term Disability Insurance	904	900	900	920	920	920	945	945
6145	Hospital & Life Insurance	59,100	63,900	63,900	67,020	67,020	67,020	69,120	69,120
	Total	445,883	460,785	460,785	473,855	474,355	478,855	486,375	491,000
6210	**OFFICE SUPPLIES**								
	General Supplies	200	205	205	210	210	210	250	250
	Total	200	205	205	210	210	210	250	250
6211	**SMALL TOOL & EQUIPMENT**								
	Small Tools	4,300	4,390	4,390	4,480	4,480	4,480	4,500	4,500
	Scan Tool Updates - Heavy Equipment	-	1,100	1,100	1,100	1,100	1,100	1,125	1,125
	Scan Tool Updates- Light Equipment	-	700	700	700	700	700	720	720
	Mechanic Computer System for Shop	7,100	-	-	-	-	-		
	Total	11,400	6,190	6,190	6,280	6,280	6,280	6,345	6,345
6212	**MOTOR FUELS/OILS**								
	Nolead Fuel	2,180	2,180	2,180	2,225	2,225	2,225	2,225	2,225
	Diesel Fuel	1,075	1,050	1,050	1,070	1,070	1,070	1,000	1,000
	Diesel Fuel Tax	95	95	95	100	100	100	100	100
	Antifreeze, Windshield Fluid	1,600	1,600	1,600	1,635	1,635	1,635	1,650	1,650
	Oil and Lubricants	150	200	200	205	205	205	210	210
	Total	5,100	5,125	5,125	5,235	5,235	5,235	5,185	5,185
6215	**EQUIPMENT - PARTS**								
	Small Parts	4,200	4,250	4,250	4,290	4,290	4,290	4,300	3,300
	Building Maintenance Parts	2,500	2,500	2,500	2,550	2,550	2,550	2,600	2,600
	Total	6,700	6,750	6,750	6,840	6,840	6,840	6,900	5,900
6216	**EQUIPMENT - TIRES/BATTERIES**								
	Vehicles #702 and #704	375	390	390	410	410	410	450	450
	Total	375	390	390	410	410	410	450	450
6229	**GENERAL SUPPLIES**								
	Cleaning Supplies, Paper Products	11,220	11,500	11,500	11,740	11,740	11,740	12,000	12,000
	Oxygen - Acetylene	280	300	300	305	305	305	320	320
	Chair Replacement CMF	-	-	-	-	-	-		
	2 - 800 Mhz Radios	-	-	-	-	-	-		
	Total	11,500	11,800	11,800	12,045	12,045	12,045	12,320	12,320
6235	**CONSULTANT SERVICES**								
	Safety (Prescription Safety Glasses, Hepatitis, Respirator, Hearing Test)	500	500	500	510	510	510	525	525
	Total	500	500	500	510	510	510	525	525
6237	**TELEPHONE/PAGERS**								
	Cellular Phones	1,350	1,375	1,375	1,400	1,400	1,400	1,425	1,425
	CMF Radio Line								
	Total	1,350	1,375	1,375	1,400	1,400	1,400	1,425	1,425
6239	**PRINTING/PUBLISHING**								
	Maintenance Req., Bus. Cards, Misc.	200	200	200	200	200	200	200	200
	Total	200	200	200	200	200	200	200	200
6240	**C. SERVICE/GARBAGE REMOVAL**								
	Trash Removal	6,000	6,125	6,125	6,250	6,250	6,250	6,400	6,400
	Rug Service	1,900	1,940	1,940	1,980	1,980	1,980	2,030	2,030
	Fluorescent Light Recycling (DEA)	700	700	700	715	715	715	740	740
	Recycle Floor Dry	800	800	800	815	815	815	835	835
	Tire & Filter Disposal	500	520	520	530	530	530	540	540
	Hazardous Waste Disposal	400	400	400	425	425	425	440	440
	Contractual Cleaning - CMF					4,500		4,625	
	Line Item Reduction		(1,500)	(1,500)	(1,500)				
	Total	10,300	8,985	8,985	9,215	15,215	10,715	15,610	10,985
6249	**OTHER CONTRACTUAL SERVICES**								
	800 Mhz Radio Maint Fee	1,590	1,590	1,590	1,590	1,590	1,590	1,600	1,600
	Weed Control - CMF	700	550	550	560	560	560	575	575
	Fire System Monitoring					340	340	350	350
	Fire System Annual Testing					175	175	180	180
	Line Item Reduction		(2,000)	(2,000)	(2,000)		(2,000)		(2,000)
	Total	2,290	140	140	150	2,665	665	2,705	705
6255	**UTILITIES - ELECTRIC**								
	Electric	28,000	33,600	33,600	34,200	34,200	34,200	35,000	35,000
	Adjusting for historical trends								
	Total	28,000	33,600	33,600	34,200	34,200	34,200	35,000	35,000
6256	**UTILITIES - NATURAL GAS**								
	Natural Gas	39,500	41,950	41,950	42,800	45,000	45,000	46,125	46,125
	Adjusting for historical trends								
	Total	39,500	41,950	41,950	42,800	45,000	45,000	46,125	46,125
6257	**UTILITIES - OTHER**								
	Water & Sewer	1,380	1,500	1,500	1,530	3,000	3,000	3,100	3,100
	CMF irrigation install with WTP								
	Total	1,380	1,500	1,500	1,530	3,000	3,000	3,100	3,100

CITY OF APPLE VALLEY
2016 BUDGET
ACCOUNT DETAIL

DEPT 30: FLEET & BUILDINGS-CMF - 1530
Public Works Department

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 FROM 15-16 BUDGET	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
6265	**REPAIRS - EQUIPMENT**								
	Shop Equipment, etc.	4,600	4,600	4,600	4,690	4,690	4,690	4,800	4,800
	Line Item Reduction								
	Total	4,600	4,600	4,600	4,690	4,690	4,690	4,800	4,800
6266	**REPAIRS - BUILDINGS**								
	Repairs (H.V.A.C., Roof, Doors, Elec.)	17,300	17,700	17,700	18,050	18,050	18,050	18,500	18,500
	Total	17,300	17,700	17,700	18,050	18,050	18,050	18,500	18,500
6275	**SCHOOL/CONF/EXP - LOCAL**								
	Training & ASE Certification	875	875	875	875	875	875	875	875
	Line Item Reduction		(375)	(375)	(375)				
	Total	875	500	500	500	875	875	875	875
6277	**MILEAGE/AUTO ALLOWANCE**								
	Car Allowance - Supervisor	3,300	3,300	3,300	3,300	3,300	3,300	3,300	3,300
	Mileage misc.	100	100	100	105	105	105	105	105
	Total	3,400	3,400	3,400	3,405	3,405	3,405	3,405	3,405
6280	**DUES & SUBSCRIPTIONS**								
	Sams Club Membership - City Supplies	25	25	25	30	30	30	35	35
	Total	25	25	25	30	30	30	35	35
6281	**UNIFORM/CLOTHING ALLOWANCE**								
	Uniform/Boots	1,950	1,990	1,990	2,020	2,020	2,020	2,070	2,070
	Uniform Rental/Rag Cleaning Service	1,350	1,370	1,370	1,390	1,390	1,390	1,425	1,425
	Total	3,300	3,360	3,360	3,410	3,410	3,410	3,495	3,495
6310	**RENTAL EXPENSE**								
	Mowing Equip	-	-	-					
	Total	-	-	-	-	-	-	-	-
6399	**OTHER CHARGES**								
	State Boiler Certificate	75	75	75	80	80	80	80	80
	WinFleet	750	765	765	775	775	775	775	775
	Misc. Dues/Vehicle Inspection Decals	75	80	80	80	80	80	80	80
	Licenses	300	305	305	310	310	310	310	310
	(County Hazardous Waste)								
	(State Tax)								
	(MN Haz. Chem. Inventory Fee)								
	AC Delco & Ford Motorcraft Computer Subscription					2,095	2,095	2,150	2,150
	Mitchel 1 On-line Service Manuals	4,850	4,850	4,850	4,850	4,850	4,850	4,850	4,850
	Total	6,050	6,075	6,075	6,095	8,190	8,190	8,245	8,245
6545	**NON-TAXABLE MISC FOR RESALE**								
	Vending - CMF Pop, Juice, Water	3,200	3,300	3,300	3,350	3,350	3,350	3,425	3,425
	Revenue generated from sales								
	Total	3,200	3,300	3,300	3,350	3,350	3,350	3,425	3,425
6730	**CAPITAL OUTLAY - VEHICLE**								
	JD Z-Turn Mower 50%	-	-	-	-	-	-		
	Total	-	-	-	-	-	-	-	-
6735	**CAPITAL OUTLAY - OTHER IMP**								
	Conversion of Old Wash Bay	15,000	-	-	-	-	-		
	Building Inspections Security Improv	14,000	-	-	-	-	-		
	CMF Security Improvements	16,500	-	-	-	-			
	CMF HVAC Rehabilitation	-	-	-	-	85,000			
	CMF Building Exterior Painting	19,500	27,000	27,000	-	-			
	CMF Facility Sign Replacement	-	-	-	-	10,000			
	Replace City Fuel Dispensing System	-	32,500	32,500	-	-			
	Mechanic Hoist - CMF	-	-	-	-	-		82,000	
	Repab Street Foreman Office Space	-	-	-	-	-		7,500	
	Replace Carpet CMF Training Room	-	-	-	10,000				
	CMF Vehicle Storage Bldg Floor Rehap	-	-	-	-	32,500		32,500	
	CMF Exterior Door Replacement	-	-	-	6,500	6,500			
	Rehab Lunchroom counters/appliance	-	-	-	-	-			
	CMF Building Exterior Rehab/Paint	-	-	-	-	-			
	CMF South Lot Pavement Maintenance	-	-	-	-	-			
6735	**CAPITAL OUTLAY - OTHER IMP cont.**								
	CMF/PD Vehicle Bldg Insulate	-	-	-	-	-	-		
	Radio Upgrade Public Works & Parks	-	-	-	-	-	-		
	Replace Carpet CMF	-	-	-	-	-	-		
	Replace CMF Compressor	-	-	-	-	-	-		
	Office Space Municipal Center								
	Replace Last Roof Section CMF-Duralast							30,000	
	HVAC Control Upgrade-Front Office Area	-	-	-	-	-	-	30,000	
	Total	65,000	59,500	59,500	16,500	134,000	-	182,000	-
6740	**CAPITAL OUTLAY - OTHER ITEMS**								
	CMF Hallway Tile Replacment	-	-	-	-	-	-		
	Total	-	-	-	-	-	-	-	-
6745	**VEHICLE REPLACEMENT**								
	VERF - Vehicle Repl. Charges	5,044	5,270	5,270	5,400	5,400	5,400	5,550	5,550
	Total	5,044	5,270	5,270	5,400	5,400	5,400	5,550	5,550
	Total Net of Personnel	227,589	222,440	222,440	182,455	314,610	174,110	366,470	176,845
	TOTAL EXPENSES	$ 673,472	$ 683,225	$ 683,225	$ 656,310	$ 788,965	$ 652,965	$ 852,845	$ 667,845

Notes:

COMPANY	DEPARTMENT	BUSINESS UNIT	ACTIVITY
1000	31	1600 &1665	**STREETS MAINTENANCE** Public Works

DESCRIPTION OF ACTIVITY

The Public Works Streets Division is responsible for maintaining the local streets system consisting of approximately 416 lane miles of roadway. Duties include repairing street pavement sections; repair and maintenance of storm drainage catch basins and storm water management ponds; and maintenance of sidewalks and on-street pathways throughout the community. This division is also responsible for boulevard maintenance, tree trimming and forestry maintenance work for trees located within the public street right-of-way.

SERVICE CATEGORIES

The Public Works Street Division provides a centralized source for the following internal and external services related to street maintenance functions for the City of Apple Valley.

1. Street Maintenance and Preservation Services

- Repair structural and surface failure of street pavement (patching, pothole repair, etc.)
- Remove and replace sections of damaged curb and valley gutters
- Conduct crack sealing and micro surfacing to preserve street pavements
- Conduct street sweeping on public streets, removing approximately 500 tons of material per year

2. Sidewalk and Trail System Maintenance Services

- Inspect one-third of all sidewalk sections each year to identify repair needs
- Remove and replace concrete sidewalk sections as determined during inspections
- Conduct concrete leveling work to repair uneven concrete joints (trip hazards)
- Repair and maintain segments of trail system located in the right-of-way (excludes segments of public trails located in city parks)

3. Boulevard Tree Maintenance Services

- Trim boulevard trees to maintain minimum vertical clearance for roadways
- Remove dead or diseased trees located within the public right-of-way
- Remove debris from streets following severe storm events

4. Drainage System Maintenance Services:

- Inspect and repair storm sewer catch basins along roadways
- Inspect and clear pond outlets to prevent blockages and associated flooding
- Repair inlet and outlet pipe connections to storm water ponds
- Remove accumulated sediment deltas from ponds
- Contractual work associated with storm drainage system maintenance is funded by the Storm Drainage Utility, see Business Unit 5505

5. Turf Mowing Services

- Mow approximately 76 miles of boulevards along collector streets with adjacent trail systems
- Mow and remove excess vegetation adjacent to storm water ponds
- Provide additional turf mowing along County right-of-ways to maintain community appearance

MAJOR OBJECTIVES FOR 2016

In addition to recurring annual duties, the following major objectives are established for 2016 within this business unit.

- Conduct field evaluation and rating of one-third of the City street system to assist in further development of the pavement management system.
- Initiate comprehensive program for maintaining landscaping and street light system along Cedar Avenue.
- Continue pavement preservation program (microsurfacing/crack sealing) for public streets and trails.
- Conduct an inventory of existing storm water ponds throughout the city to identify and prioritize maintenance needs, including dredging and removal of sand deltas.
- Maintain street sweeping service levels to address State and Federal mandates for water quality improvements.

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Actual 2012	Actual 2013	Actual 2014	Projected 2015	Projected 2016
Number of Lane Miles of Street Maintained	409	410	416	422	424
Number of Blvd Trees Maintained	2,260	1,990	1,175	1,900	1,600
Street Sweeping Tonnage	270	450	520	500	530
Miles of Trails on ROW Maintained	55	56	57	58	59
Miles of Sidewalk Maintained	132	133	134	135	136
Cubic yards of Leaves Collected	450	1,500	930	1,200	1,300

Regular Status Personnel Schedule –FTE's				
Position Title	Adopted 2013	Adopted 2014	Adopted 2015	Proposed 2016
Public Works Superintendent	1	1	1	1
Streets Foreman	2	2	2	2
Technical Specialist	2	3	3	3
Maintenance I/II	10	9	9	10

Temporary Status Personnel Schedule				
Position Title	Adopted 2013	Adopted 2014	Adopted 2015	Proposed 2016
Seasonal Street Maint.	4	4	5	5

Summary Budget
Department 31 Street Maintenance

	2012 Actual	2013 Actual	2014 Actual	2014 Adopted	2015 Adopted	2016 Proposed	2017 Proposed
Expenditures:							
Salaries & Wages	817,152	850,821	845,049	895,957	919,480	926,080	955,700
Emp. Benefits	320,322	340,632	352,569	350,027	380,100	383,425	401,605
Supplies	209,919	242,628	286,043	251,020	230,730	248,412	252,793
Contractual Serv.	229,666	247,701	178,788	231,865	224,145	233,270	239,201
Utilities	759	3,707	2,205	930	4,455	4,560	3,675
Repairs & Maint.	22,468	2,711	21,125	23,770	19,255	24,765	25,384
Training/Travel/Dues	11,963	11,204	10,929	11,500	11,900	12,310	12,528
Other Exp.	(88)	38	(18)	400	3,600	3,600	3,690
Vehcile Replacement Fund	-	-		-	-	-	
Capital outlay	31,353	85,414	6,033	14,400	9,500	-	
Total Exp	1,643,514	1,784,856	1,702,723	1,779,869	1,803,165	1,836,422	1,894,576
Net addition to (use of) general revenues	(1,643,514)	(1,784,856)	(1,702,723)	(1,779,869)	(1,803,165)	(1,836,422)	(1,894,576)

2015 CAPITAL OUTLAY

V-Box Insert for Durapatch Truck $9,500

2016 CAPITAL OUTLAY
See Equipment Certificate Fund for additional PW items not funded in General Fund

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
STREET MAINTENANCE

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6110 - SALARY-REGULAR EMPLOYEES	785,133	794,077	808,980	374,220	813,450	813,450	847,830	847,830
6112 - SALARY-SEASONAL TEMP	55,600	45,792	45,600	29,359	45,600	45,600	45,600	45,600
6113 - OVERTIME-REGULAR EMPLOYEES	36,700	39,905	36,700	17,669	36,700	36,700	36,700	36,700
6121 - INSURANCE CASH BENEFIT		3,763		2,511				
6122 - COMP REQUEST		-38,488		-9,673				
6123 - SALARY-OTHER	18,524		28,200		30,330	30,330	25,570	25,570
6124 - OVERTIME-SEASONAL TEMP		0		0				
6105 - SALARIES AND WAGES	**895,957**	**845,049**	**919,480**	**414,086**	**926,080**	**926,080**	**955,700**	**955,700**
6138 - MEDICARE	12,991	11,897	13,480	5,835	13,430	13,430	13,860	13,860
6139 - FICA	55,549	50,872	57,625	24,948	57,420	57,420	59,255	59,255
6141 - PENSIONS-PERA	60,926	58,555	65,540	28,666	66,035	66,035	68,260	68,260
6142 - WORKERS COMPENSATION	48,130	50,008	55,650	27,046	58,220	58,220	66,030	66,030
6144 - LONG-TERM DISABILITY INSURANCE	2,331	2,295	2,405	1,164	2,320	2,320	2,500	2,500
6145 - MEDICAL INSURANCE	170,100	159,959	185,400	73,823	186,000	186,000	191,700	191,700
6146 - DENTAL INSURANCE		11,213		6,171				
6147 - LIFE INSURANCE-BASIC		164		42				
6148 - LIFE INSURANCE-SUPP/DEPEND		7,606		2,720				
6125 - EMPLOYEE BENEFITS	**350,027**	**352,569**	**380,100**	**170,416**	**383,425**	**383,425**	**401,605**	**401,605**
6100 - TOTAL PERSONNEL SERVICES	**1,245,984**	**1,197,618**	**1,299,580**	**584,502**	**1,309,505**	**1,309,505**	**1,357,305**	**1,357,305**
6210 - OFFICE SUPPLIES		142		52				
6211 - SMALL TOOLS & EQUIPMENT	7,925	4,212	8,175	5,605	9,530	9,530	7,940	7,940
6212 - MOTOR FUELS/OILS	101,675	116,246	109,890	36,484	109,287	109,287	112,030	112,030
6214 - CHEMICALS	4,225	1,453	4,275	39	230	230	230	230
6215 - EQUIPMENT-PARTS	63,700	101,531	66,085	37,355	67,455	67,455	69,135	69,135
6216 - VEHICLES-TIRES/BATTERIES	9,100	8,389	10,050	2,606	10,255	10,255	10,512	10,512
6229 - GENERAL SUPPLIES	64,395	54,071	32,255	27,937	51,655	51,655	52,946	52,946
6205 - SUPPLIES	**251,020**	**286,043**	**230,730**	**110,078**	**248,412**	**248,412**	**252,793**	**252,793**
6235 - CONSULTANT SERVICES	1,070	799	1,095	1,105	1,115	1,115	1,143	1,143
6237 - TELEPHONE/PAGERS	1,490	1,711	1,490	684	1,490	1,490	1,527	1,527
6238 - POSTAGE/UPS/FEDEX		0		0				
6239 - PRINTING	580	509	590	0	600	600	615	615
6240 - CLEANING SERVICE/GARBAGE	24,600	17,002	15,595	1,649	24,095	20,095	24,697	20,697
6249 - OTHER CONTRACTUAL SERVICES	204,125	158,765	205,375	8,456	209,970	209,970	215,219	215,219
6230 - CONTRACTUAL SERVICES	**231,865**	**178,786**	**224,145**	**11,893**	**237,270**	**233,270**	**243,201**	**239,201**
6255 - UTILITIES-ELECTRIC	670	454	810	208	820	820	841	841
6257 - UTILITIES-PROPANE/WATER/SEWER	260	1,751	3,645	21	3,740	3,740	3,834	2,834
6250 - UTILITIES	**930**	**2,205**	**4,455**	**229**	**4,560**	**4,560**	**4,675**	**3,675**
6265 - REPAIRS-EQUIPMENT	23,770	22,223	19,255	8,883	24,765	24,765	25,384	25,384
6269 - REPAIRS-OTHER	0	-1,098	0	425				
6260 - REPAIRS AND MAINTENA	**23,770**	**21,125**	**19,255**	**9,309**	**24,765**	**24,765**	**25,384**	**25,384**
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	1,100	820	500	0	900	900	923	923
6277 - MILEAGE/AUTO ALLOWANCE	3,600	3,307	3,600	1,513	3,600	3,600	3,600	3,600
6280 - DUES & SUBSCRIPTIONS	400	340	400	0	410	410	420	420
6281 - UNIFORM/CLOTHING ALLOWANCE	6,400	6,462	7,400	5,006	7,400	7,400	7,585	7,585
6270 - TRNG/TRAVL/DUES/UNIF	**11,500**	**10,929**	**11,900**	**6,518**	**12,310**	**12,310**	**12,528**	**12,528**
6200 - TOTAL OPERATING COSTS	**519,085**	**499,089**	**490,485**	**138,026**	**527,317**	**523,317**	**538,581**	**533,581**
6310 - RENTAL EXPENSE	300	0	3,500	355	3,500	3,500	3,588	3,588

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
STREET MAINTENANCE

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6333 - GENERAL-CASH DISCOUNTS		-18		-9				
6399 - OTHER CHARGES	100	0	100	0	100	100	103	102
6301 - OTHER EXPENDITURES	**400**	**-18**	**3,600**	**346**	**3,600**	**3,600**	**3,691**	**3,690**
6300 - TOTAL OTHER EXPENDITURES	**400**	**-18**	**3,600**	**346**	**3,600**	**3,600**	**3,691**	**3,690**
6730 - CAPITAL OUTLAY-TRANSPORTATION	0	6,033	9,500	5,170				
6740 - CAPITAL OUTLAY-MACH/EQ/OTHER	14,400	0	0	0				
6745 - VERF CHARGES	0		0					
6701 - TOTAL CAPITAL OUTLAY	**14,400**	**6,033**	**9,500**	**5,170**				
6700 - TOTAL CAPITAL OUTLAY	**14,400**	**6,033**	**9,500**	**5,170**				
	1,779,869	**1,702,721**	**1,803,165**	**728,044**	**1,840,422**	**1,836,422**	**1,899,577**	**1,894,576**

CITY OF APPLE VALLEY
2016 BUDGET
ACCOUNT DETAIL

DEPT 31: STREET MAINTENANCE - 1600
Public Works Department

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 FROM 15-16 BUDGET	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
	SALARIES								
6110	Regular Employees	785,133	808,980	808,980	840,420	813,450	813,450	847,830	847,830
6111	Salary-Parttime	-	-	-					
6112	Salary-Seasonal Temp	55,600	45,600	45,600	45,600	45,600	45,600	45,600	45,600
6113	Overtime - Reg	36,700	36,700	36,700	36,700	36,700	36,700	36,700	36,700
6123	Salaries - Other	18,524	28,200	28,200	31,545	30,330	30,330	25,570	25,570
6138	Medicare	12,991	13,480	13,480	13,980	13,430	13,430	13,860	13,860
6139	FICA	55,549	57,625	57,625	59,785	57,420	57,420	59,255	59,255
6141	Pension - PERA	60,926	65,540	65,540	68,150	66,035	66,035	68,260	68,260
6142	Worker's Compensation	48,130	55,650	55,650	60,620	58,220	58,220	66,030	66,030
6144	Long-Term Disability Insurance	2,331	2,405	2,405	2,500	2,320	2,320	2,500	2,500
6145	Hospital & Life Insurance	170,100	185,400	185,400	194,280	186,000	186,000	191,700	191,700
	Total	1,245,984	1,299,580	1,299,580	1,353,580	1,309,505	1,309,505	1,357,305	1,357,305
6211	**SMALL TOOL & EQUIPMENT**								
	Misc. Tools, Toolbox	3,900	3,980	3,980	4,060	4,000	4,000	4,100	4,100
	Replace Weed Whips	325	325	325	330	330	330	340	340
	Moved Tree Inj Equip-Ash EAB to Nat Res	2,300	800	800	800				
	Chain Saw Replacement	-	870	870	890	550	550	900	900
	Cutoff Saw Replace	-	2,200	2,200	-	-	-		
	Sidewalk Plainer Replace	-	-	-	1,700				
	Pathway Edger					1,650	1,650		
	Hammer Drill Replace	400	-	-	-	-	-	500	500
	Chain Saw MS 660 Replace	1,000	-	-	-	-	-		
	Sidewalk Finger Grabber					3,000	3,000		
	Jackhammer Replace	-	-	-	-	-	-		
	Arrow Board Replace	-	-	-	-	-	-		
	Tommy Lift Replace	-	-	-	-	-	-		
	Hand Grinder Replace	-	-	-	-	-	-		
	Fairmont Pole Saw Replace	-	-	-	-	-	-	2,100	2,100
	Fork Grapple Replacement	-	-	-	-	-	-		
	Asphalt Jackhammer Replacement	-	-	-	-	-	-		
	Plate Compator Replacement	-	-	-	-	-	-		
	Total	7,925	8,175	8,175	7,780	9,530	9,530	7,940	7,940
6212	**MOTOR FUELS/OILS**								
	Gas and Diesel Fuel								
	Nolead Fuel 6,546 gal.	20,360	19,530	19,530	19,940	19,357	19,357	19,840	19,840
	Diesel Fuel 25,000 gal.	73,600	80,170	80,170	81,850	79,500	79,500	81,490	81,490
	Diesel Road Tax	1,965	4,440	4,440	4,530	4,500	4,500	4,620	4,620
	Oil	5,750	5,750	5,750	5,870	5,930	5,930	6,080	6,080
	Total	101,675	109,890	109,890	112,190	109,287	109,287	112,030	112,030
6214	**CHEMICALS**								
	Street Maintenance Products	225	225	225	230	230	230	230	230
	Moved to Nat Res-Ash Tree Inject Chems/E	4,000	4,050	4,050	4,100				
	Total	4,225	4,275	4,275	4,330	230	230	230	230
6215	**EQUIPMENT - PARTS**								
	Sweeper Brooms	8,500	9,000	9,000	9,180	9,180	9,180	9,410	9,410
	Mowers/Tractors	2,800	2,860	2,860	2,920	2,920	2,920	2,990	2,990
	Trucks/Other Vehicles	37,000	38,500	38,500	39,300	39,300	39,300	40,280	40,280
	Sweepers - Repair Parts	13,800	14,090	14,090	14,385	14,385	14,385	14,745	14,745
	Stump Grinder Teeth	1,600	1,635	1,635	1,670	1,670	1,670	1,710	1,710
	Total	63,700	66,085	66,085	67,455	67,455	67,455	69,135	69,135
6216	**EQUIPMENT - TIRES/BATTERIES**								
	Batteries	2,050	2,100	2,100	2,140	2,140	2,140	2,194	2,194
	Tires - Vehicles	4,500	4,850	4,850	4,950	4,950	4,950	5,074	5,074
	Tires - Off Road Tires	2,550	3,100	3,100	3,165	3,165	3,165	3,244	3,244
	Total	9,100	10,050	10,050	10,255	10,255	10,255	10,512	10,512
6229	**GENERAL SUPPLIES**								
	3/8" Granit Chips for Pothole Patching	2,550	2,600	2,600	2,650	2,650	2,650	2,716	2,716
	Bituminous Hot Mix	3,900	3,900	3,900	3,980	3,980	3,980	4,080	4,080
	Bituminous Cold Mix	1,000	1,000	1,000	1,020	1,020	1,020	1,046	1,046
	1" Crushed Limestone	1,825	1,860	1,860	1,900	1,900	1,900	1,948	1,948
	1-1/2" Crushed Rock	1,500	1,530	1,530	1,560	1,560	1,560	1,599	1,599
	Sod/ Black Dirt (Sidewalk Repairs)	6,100	4,900	4,900	5,000	5,000	5,000	5,125	5,125
	Trees for Sidewalk Repair & Ash Replc.	21,000	18,000	18,000	19,500	7,000	7,000	7,175	7,175
	Move trees to Nat Res (Keep $7000),2014 Begin Ash Tree Program - EAB							-	-
	Hardware & Supplies	3,570	3,600	3,600	3,675	3,675	3,675	3,767	3,767
	Hydroseed Mulch	2,000	1,530	1,530	1,560	1,560	1,560	1,599	1,599
	Mulch and Landscape Supplies - Cedar	-	2,000	2,000	1,530	1,530	1,530	1,568	1,568
	Concrete Sealer - Ring Route & Cedar	12,000	12,400	12,400	12,660	12,660	12,660	12,977	12,977
	2014 - Begin Maint on Cedar Ave							-	-
	Asphalt Emulsifier	6,100	6,225	6,225	6,355	6,355	6,355	6,514	6,514
6229	**GENERAL SUPPLIES cont.**								
	Safety Equipment	2,050	2,050	2,050	2,095	2,095	2,095	2,147	2,147
	Grass Seed	800	660	660	670	670	670	687	687
	Line Item Reduction		(30,000)	(30,000)	(30,000)				
	Total	64,395	32,255	32,255	34,155	51,655	51,655	52,946	52,946

CITY OF APPLE VALLEY
2016 BUDGET
ACCOUNT DETAIL

DEPT 31: STREET MAINTENANCE - 1600
Public Works Department

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 FROM 15-16 BUDGET	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
6235	**CONSULTANT SERVICES**								
	Safety (Safety Glasses, hepatitis, respirator, hearing & drug testing)	1,070	1,095	1,095	1,115	1,115	1,115	1,143	1,143
	Total	1,070	1,095	1,095	1,115	1,115	1,115	1,143	1,143
6237	**TELEPHONE/PAGERS**								
	Mobile Phones (3@$41/month)	1,490	1,490	1,490	1,490	1,490	1,490	1,527	1,527
	Total	1,490	1,490	1,490	1,490	1,490	1,490	1,527	1,527
6239	**PRINTING/PUBLISHING**								
	Work Orders, Advertising, Misc	50	50	50	50	50	50	51	51
	Temp No Parking Signs (4th of July)	330	335	335	340	340	340	349	349
	DOT Safety Inspection Books	200	205	205	210	210	210	215	215
	Total	580	590	590	600	600	600	615	615
6240	**C. SERVICE/GARBAGE REMOVAL**								
	Landfill Dumping Fee (SET,rolloff dump, road kill, stump grindings - disposal)	10,250	9,495	9,495	9,700	9,700	9,700	9,943	9,943
								-	-
	Leaves - disposal	2,050	2,050	2,050	2,095	2,095	2,095	2,147	2,147
	Landfill Dumping Fee (street sweepings)	12,300	12,050	12,050	12,300	12,300	12,300	12,608	12,608
	Line Item Reduction		(8,000)	(8,000)	(8,000)		(4,000)		(4,000)
	Total	24,600	15,595	15,595	16,095	24,095	20,095	24,697	20,697
6249	**OTHER CONTRACTUAL SERVICES**								
	Curb,Gutter,Sidewalk Replace/Mud Jack	25,600	26,100	26,100	26,450	26,450	26,450	27,111	27,111
	STS Crews	13,325	13,600	13,600	13,885	13,885	13,885	14,232	14,232
	Ring Route Painting	65,000	66,350	66,350	67,740	67,740	67,740	69,434	69,434
	Colored Concrete Sealing - Ring Route	8,000	15,500	15,500	16,320	16,320	16,320	16,728	16,728
	Colored Concrete Sealing - Cedar Ave	6,500	10,500	10,500	10,720	10,720	10,720	10,988	10,988
	Cedar Avenue Landscape Maint Contract	18,000	7,500	7,500	7,650	7,650	7,650	7,841	7,841
	Cedar Avenue Irrigation System Maint	7,500	3,270	3,270	3,340	3,340	3,340	3,424	3,424
	RR Misc. (Masonry, Trees, Sidewalks)	10,200	11,500	11,500	11,740	11,740	11,740	12,034	12,034
	Repair & Resurface Pathways	45,000	45,950	45,950	46,915	46,915	46,915	48,088	48,088
	Blvd Weed Spraying	5,000	5,105	5,105	5,210	5,210	5,210	5,340	5,340
	Crack Sealing	-	-	-	-	-	-		
	Shift to Road Improvement Fund								
	Total	204,125	205,375	205,375	209,970	209,970	209,970	215,219	215,219
6255	**UTILITIES - ELECTRIC**								
	Galaxie Sprinklers	285	355	355	360	360	360	369	369
	Cedar Avenue	105	100	100	100	100	100	103	103
	Gallavant Sprinklers	280	355	355	360	360	360	369	369
	Total	670	810	810	820	820	820	841	841
6257	**UTILITIES -WATER/SEWER**								
	Gallavant/Galaxie Sprinklers	260	380	380	390	390	390	400	400
	Cedar Avenue	415	3,265	3,265	3,350	3,350	3,350	3,434	2,434
	Total	260	3,645	3,645	3,740	3,740	3,740	3,834	2,834
6265	**REPAIRS - EQUIPMENT**								
	Heavy Equipment	18,500	18,890	18,890	19,290	19,290	19,290	19,772	19,772
	2-Way Radios, Pagers	720	735	735	750	750	750	769	769
	Paint/Repair Truck frame/box	3,000	3,050	3,050	3,115	3,115	3,115	3,193	3,193
	3 Bucket Truck Annual Inspections	1,550	1,580	1,580	1,610	1,610	1,610	1,650	1,650
	Line Item Reduction		(5,000)	(5,000)	(4,000)				
	Total	23,770	19,255	19,255	20,765	24,765	24,765	25,384	25,384
6275	**SCHOOLS/CONF/EXP - LOCAL**								
	MN APWA / T2 / Snow Plow Seminar	750	750	750	765	600	600	615	615
	Supervisor Training	350	350	350	355	300	300	308	308
	Line Item Reduction		(600)	(600)	(620)				
	Total	1,100	500	500	500	900	900	923	923
6277	**MILEAGE/AUTO ALLOWANCE**								
	Car Allowance	3,600	3,600	3,600	3,600	3,600	3,600	3,600	3,600
	Total	3,600	3,600	3,600	3,600	3,600	3,600	3,600	3,600
6280	**DUES & SUBSCRIPTIONS**								
	Superintendent Assoc. & Subscription	400	400	400	410	410	410	420	420
	Total	400	400	400	410	410	410	420	420
6281	**UNIFORM/CLOTHING ALLOWANCE**								
	Uniforms & Boots (14 x $500)	6,400	7,400	7,400	7,400	7,400	7,400	7,585	7,585
	Total	6,400	7,400	7,400	7,400	7,400	7,400	7,585	7,585
6310	**RENTAL EXPENSE**								
	Screener Bucket Attachment		3,500	3,500	3,500	3,500	3,500	3,588	3,588
	See 6740 below								
	Concrete Trailer	300	-	-	-	-	-		
	Total	300	3,500	3,500	3,500	3,500	3,500	3,588	3,588
6399	**OTHER CHARGES**								
	Weather Monitor (Upgraded 2003)	-	-	-					
	Street Waste Hauling License	100	100	100	100	100	100	103	102
	Total	100	100	100	100	100	100	103	102

CITY OF APPLE VALLEY
2016 BUDGET
ACCOUNT DETAIL

DEPT 31: STREET MAINTENANCE - 1600
Public Works Department

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 FROM 15-16 BUDGET	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
6730	**CAPITAL OUTLAY - VEHICLES**								
	Replace Single Axle 307 Plow, $212,000		Equip. fund	Equip. fund					
	Replace Single Axle 327 Plow, $212,000		Equip. fund	Equip. fund					
	Replace Patch Truck (339) with Trailer Unit: $50,000		Equip. fund	Equip. fund					
	Replace F550 Truck 340 $70,000		Equip. fund	Equip. fund					
	Vbox Insert for Dura Patch Truck		9,500	9,500					
	Replace Stump Grinder 345 $47,000		Equip. fund	Equip. fund					
	Replace Crash Attenuator, $15,400				Equip. fund	Equip. fund	Equip. fund		
	Replace Loader 351 $205,000				Equip. fund	Equip. fund	Equip. fund		
	Replace Sign/Aerial Truck 338 $102,500				Equip. fund	Equip. fund	Equip. fund		
	Replace Single Axle 381 Plow, $212,000				Equip. fund	Equip. fund	Equip. fund		
	Replace 3/4 Ton Pickup/Plow 313 $35,700							Equip fund	Equip fund
	Replace F550 Truck /Plow 323 $73,500							Equip fund	Equip fund
	Replace F550 Truck / Plow 325 $73,500							Equip fund	Equip fund
	Replace F550 Bucket Truck 326 $105,000							Equip fund	Equip fund
	Replace Skid Loader 332 $39,000							Equip fund	Equip fund
	Replace JD 997 Mower 335 $16,900							Equip fund	Equip fund
	Replace JD 997 Mower 349 $16,900							Equip fund	Equip fund
	Replace Toolcat 5600 347 $56,200							Equip fund	Equip fund
6730	**CAPITAL OUTLAY - VEHICLES**								
	Replace 3/4 Ton Pickup 337, $34,000	Equip Fund	-	-					
	Replace Single Axle 310 Plow, $200,000	Equip Fund	-	-					
	Replace Single Axle 312 Plow, $200,000	Equip Fund							
	Replace Tool Cat No. 346, $50,000	Equip Fund							
	Loader #350 w/ Versatile Blower Replace	-	-	-					
	520 Loadall #363 w/ Plow Replace	-	-	-					
	Z Turn Mower (2 at $16,000 ea.)	-	-	-					
	Replace Tractor Backhoe #303 ($110,000)	-	-	-					
	Replace Sweeper #331 ($200,000)	-	-	-					
	Replace One Ton Dump Truck #362	-	-	-					
	Replace 3/4 Ton Pickups (311 and 318)	-	-	-					
	Water Truck - Shared with Parks	-	-	-					
	Replace Loader 336 w/ Versatile Blower	-	-	-					
	Move to Equipment Certificate	-	-	-					
	Replace Compressor	-	-	-					
	Total	-	9,500	9,500	-	-	-	-	-
6740	**CAPITAL OUTLAY - OTHER ITEMS**								
	Screener Bucket Attachment (1/3 share)	14,400	-	-	-	-	-		
	Total	14,400	-	-	-	-	-	-	-
6745	**VEHICLE REPLACEMENT**								
	VERF - Vehicle Repl. Charges		-	-	-	-	-		
	Total	-	-	-	-	-	-		
	Total Net of Personnel	533,885	503,585	503,585	506,270	530,917	526,917	542,271	537,271
	TOTAL EXPENSES	$ 1,779,869	$ 1,803,165	$ 1,803,165	$ 1,859,850	$ 1,840,422	$ 1,836,422	$ 1,899,577	$ 1,894,576

COMPANY	DEPARTMENT	BUSINESS UNIT	ACTIVITY
1000	32	1660	**SNOW AND ICE REMOVAL** Public Works

DESCRIPTION OF ACTIVITY

This subsection of the Public Works Streets Division provides for snow plowing and ice control along the public street system. The budget includes funds for overtime expenses when plowing is conducted after hours or weekends. Road salt and ice control materials are also funded through this business unit. The City purchases road salt materials through the cooperative purchasing program administered by the State of Minnesota.

SERVICE CATEGORIES

The Public Works Street Maintenance Division provides the following winter road maintenance services for the City of Apple Valley.

1. **Snow Plowing Services**
   - Conduct snow plowing response to winter storms for 400 lane miles of the City public street system in the most efficient process possible with available resources
   - Provide trained operators to simultaneously deploy equipment within 14 plow districts within the City for winter storm events
   - Maintain plowing vehicle fleet consisting of 2 tandem axel trucks, 10 single axel plow trucks, four large loaders, two midsized loaders, and 15 pick-up trucks with plows.

2. **Snow Removal and Hauling Services**
   - Remove excess snow accumulations at intersections to maintain safe sightlines for vehicle traffic
   - Remove excess snow storage from City facilities and along collector roadways to the extent feasible with available resources
   - Maintain snow loading equipment and use contract truck hauling to transport excess snow material

3. **Ice Control Services**
   - Maintain adequate road salt inventories to provide deicing of public roadways
   - Conduct advanced deicing strategies, including ground speed sensing of salt spreaders, pre-wetting brine injection on all salt trucks, and on-site mixing of specialized brine solutions for road salt wetting liquids
   - Provide anti-icing treatment along selected roadways to preempt ice formation and reduce overall salt usage

MAJOR OBJECTIVES FOR 2016

In addition to recurring annual duties, the Public Works Department continue development of the anti-icing program. An anti-icing program involves pretreatment of streets prior to major snow and ice storm events to proactively inhibit the bonding of ice onto the surface of streets. Anti-icing activities result in an overall reduction in the total salt usage, which translates into cost savings for the City and reduced impacts to the environment.

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Actual 2012	Actual 2013	Actual 2014	Projected 2015	Projected 2016
Number of Lane Miles Maintained	409	410	416	422	424
Number of Snow/Ice Events per Year	24	53	50	40	40
Tons of Salt Material Used	1,380	3,425	2,900	2,300	2,300

		Regular Status Personnel Schedule –FTE's		
Position Title	Adopted 2013	Adopted 2014	Adopted 2015	Proposed 2016
None – Overtime Only	N/A	N/A	N/A	

	Temporary Status Personnel Schedule			
Position Title	Adopted 2013	Adopted 2014	Adopted 2015	Proposed 2016
None				

Summary Budget Department 32 Snow & Ice Removal (Overtime)							
	2012 Actual	2013 Actual	2014 Actual	2014 Adopted	2015 Actual	2016 Proposed	2017 Proposed
Expenditures:							
Salaries & Wages	76,892	152,299	164,182	135,000	138,400	142,000	145,550
Emp. Benefits	13,575	27,255	28,907	28,108	28,310	30,440	32,105
Supplies	160,870	280,693	224,938	184,695	214,975	209,150	213,680
Contractual Serv.	1,630	6,974	8,405	15,150	7,300	8,300	8,658
Training/Travel/Dues	1,699	2,135	1,683	1,650	1,875	1,875	1,917
Total Exp	254,666	469,356	428,115	364,603	390,860	391,765	401,910
Net addition to (use of) general revenues	(254,666)	(469,356)	(428,115)	(364,603)	(390,860)	(391,765)	(401,910)

2015 Capital Outlay:

None

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
SNOW & ICE REMOVAL

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6110 - SALARY-REGULAR EMPLOYEES		0		186				
6113 - OVERTIME-REGULAR EMPLOYEES	135,000	164,182	138,400	53,430	142,000	142,000	145,550	145,550
6122 - COMP REQUEST		0		0				
6123 - SALARY-OTHER	0		0					
6105 - SALARIES AND WAGES	**135,000**	**164,182**	**138,400**	**53,617**	**142,000**	**142,000**	**145,550**	**145,550**
6138 - MEDICARE	1,958	2,320	2,010	760	2,060	2,060	2,110	2,110
6139 - FICA	8,370	9,921	7,255	3,250	8,805	8,805	9,025	9,025
6141 - PENSIONS-PERA	9,788	11,932	10,380	4,021	10,650	10,650	10,915	10,915
6142 - WORKERS COMPENSATION	7,992	4,734	8,285	1,848	8,925	8,925	10,055	10,055
6144 - LONG-TERM DISABILITY INSURANCE			380		0	0		
6125 - EMPLOYEE BENEFITS	**28,108**	**28,907**	**28,310**	**9,878**	**30,440**	**30,440**	**32,105**	**32,105**
6100 - TOTAL PERSONNEL SERVICES	**163,108**	**193,089**	**166,710**	**63,495**	**172,440**	**172,440**	**177,655**	**177,655**
6215 - EQUIPMENT-PARTS	15,725	20,110	23,025	19,272	23,505	23,505	24,093	24,093
6229 - GENERAL SUPPLIES	168,970	204,833	191,950	74,188	185,645	185,645	189,587	189,587
6205 - SUPPLIES	**184,695**	**224,943**	**214,975**	**93,460**	**209,150**	**209,150**	**213,680**	**213,680**
6249 - OTHER CONTRACTUAL SERVICES	15,150	8,405	7,300	-282	14,300	8,300	14,658	8,658
6230 - CONTRACTUAL SERVICES	**15,150**	**8,405**	**7,300**	**-282**	**14,300**	**8,300**	**14,658**	**8,658**
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	1,650	1,600	1,675	0	1,675	1,675	1,717	1,717
6277 - MILEAGE/AUTO ALLOWANCE	0	83	200	70	200	200	200	200
6270 - TRNG/TRAVL/DUES/UNIF	**1,650**	**1,683**	**1,875**	**70**	**1,875**	**1,875**	**1,917**	**1,917**
6200 - TOTAL OPERATING COSTS	**201,495**	**235,031**	**224,150**	**93,248**	**225,325**	**219,325**	**230,255**	**224,255**
6333 - GENERAL-CASH DISCOUNTS		-5		0				
6301 - OTHER EXPENDITURES		**-5**		**0**				
6300 - TOTAL OTHER EXPENDITURES		**-5**		**0**				
	364,603	**428,115**	**390,860**	**156,744**	**397,765**	**391,765**	**407,910**	**401,910**

CITY OF APPLE VALLEY
2016 BUDGET
ACCOUNT DETAIL

DEPT 32: SNOW & ICE REMOVAL - 1660 & 1665
Public Works Department

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 FROM 15-16 BUDGET	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
	SALARIES								
6110	Regular Employees								
6111	Salary-Parttime								
6112	Salary-Seasonal Temp								
6113	Overtime - Regular	135,000	138,400	138,400	142,000	142,000	142,000	145,550	145,550
6114	Overtime - Temp	-	-	-	-	-	-	-	-
6123	Salaries - Other	-	-	-					
6138	Medicare	1,958	2,010	2,010	2,060	2,060	2,060	2,110	2,110
6139	FICA	8,370	7,255	7,255	7,255	8,805	8,805	9,025	9,025
6141	Pension - PERA	9,788	10,380	10,380	10,650	10,650	10,650	10,915	10,915
6142	Work Comp Ins	7,992	8,285	8,285	8,925	8,925	8,925	10,055	10,055
6144	Long-Term Disability Insurance	-	380	380	390	-	-	-	-
6145	Hospital & Life Insurance								
	Total	163,107	166,710	166,710	171,280	172,440	172,440	177,655	177,655
6215	**EQUIPMENT - PARTS**								
	Tire Chains	2,200	1,000	1,000	1,020	1,020	1,020	1,046	1,046
	Plow Cutting Edges	10,000	18,000	18,000	18,375	18,375	18,375	18,834	18,834
	Backup Alarms/Light Bars	1,025	1,025	1,025	1,050	1,050	1,050	1,076	1,076
	Additive Tank	-	3,000	3,000	3,060	3,060	3,060	3,137	3,137
	Connect Salt Brine to new Wash Bay	2,500	-	-					
	Anti-Icing Distributor	-	-	-					
	Total	15,725	23,025	23,025	23,505	23,505	23,505	24,093	24,093
6229	**GENERAL SUPPLIES**								
	Salt, Ice Control ('16 State prices)	101,695	119,800	119,800	122,200	123,400	123,400	126,485	126,485
	less offsetting revenue from salt sale to ISD 196			(8,416)		(12,000)	(12,000)	(13,000)	(13,000)
	Clear Lane	60,775	65,500	65,500	66,810	67,465	67,465	69,152	69,152
	Anti-Icing Additives	6,500	6,650	6,650	6,780	6,780	6,780	6,950	6,950
	Sales Tax (Salt)	-	-	-	-	-	-		
	Total	168,970	191,950	183,534	195,790	185,645	185,645	189,587	189,587
6249	**OTHER CONTRACTUAL SERVICES**								
	Contract Snow Removal Equip	1,000	1,000	1,000	1,000	1,000	1,000	1,025	1,025
	Plow Damage Sod Repairs	7,150	7,300	7,300	7,300	7,300	7,300	7,483	7,483
	Trucking	7,000	6,000	6,000	6,000	6,000	6,000	6,150	6,150
	Line Item Reduction		(7,000)	(7,000)	(7,000)		(6,000)		(6,000)
	Total	15,150	7,300	7,300	7,300	14,300	8,300	14,658	8,658
6275	**SCHOOL/CONF/EXP - LOCAL**								
	Snow Removal School-DCTC	1,650	1,675	1,675	1,675	1,675	1,675	1,717	1,717
	Total	1,650	1,675	1,675	1,675	1,675	1,675	1,717	1,717
6277	**MILEAGE**								
	Snow & Ice Monitoring	-	200	200	200	200	200	200	200
	Total	-	200	200	200	200	200	200	200
	Total Net of Personnel	201,495	224,150	215,734	228,470	225,325	219,325	230,254	224,254
	TOTAL EXPENSES	$ 364,603	$ 390,860	$ 382,444	$ 399,750	$ 397,765	$ 391,765	$ 407,910	$ 401,910

COMPANY	DEPARTMENT	BUSINESS UNIT	ACTIVITY
1000	33	1680	**TRAFFIC SIGNS/ SIGNALS/ MARKERS** Public Works

DESCRIPTION OF ACTIVITY

This subsection of the Public Works Street Maintenance Division provides for the maintenance of all signs, pavement markings and traffic signals located within the City street right-of-way.

SERVICE CATEGORIES

Maintenance for the City's traffic signs along public roadways, traffic control signal systems and pavement markings include the following services provided by Public Works Department staff using city-owned equipment, contractual services from private companies and inter-agency resources through joint powers agreements.

1. **Traffic Sign Maintenance Services**
   - Supply and maintain approximately 4,800 traffic control and street name signs throughout the City using public works staff and equipment
   - Inventory and monitor sign conditions using sign management software
   - Perform routine sign replacement to maintain Federal and State retroreflectivity standards for traffic signs in accordance with adopted City policy
   - Replace damaged signs and knock-downs

2. **Traffic Signal System Maintenance Services**
   - Provide maintenance for 12 city-owned traffic control signal systems through a Joint Powers Agreement with Dakota County, including signal programing, relamping, and minor electrical repairs
   - Contract for major electrical and equipment repair work for city-owned traffic control signal systems through a standing service contract with a private contractor
   - Respond to signal damage incidents and address questions regarding the operation of city-owned traffic control signal systems

3. **Pavement Marking Maintenance Services**
   - Inventory and monitor the condition of pavement markings on public streets in accordance with pending Federal and State standards
   - Provide for the repainting of all pavement markings on a routine basis to maintain compliance with standards

MAJOR OBJECTIVES FOR 2016

In addition to recurring annual duties, the Public Works Department continues to develop the street sign management program to achieve compliance with new Federal mandates for sign retro-reflectivity requirements. Retro-reflectivity is a term that refers to the amount of light reflected from vehicle headlights back toward the vehicle and the driver's eyes, making the signs appear brighter and easier to see at night. Road authorities must establish and implement a sign assessment or management method that will maintain minimum levels of sign retro-reflectivity.

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Actual 2012	Actual 2013	Actual 2014	Projected 2015	Propose 2016
Total Number of Street Signs	4,850	5,580	5,755	5,800	5,850
Number of Signs Replaced	673	411	552	550	575
Feet of Markings Repainted	236,000	244,800	339,800	255,000	340,000

STAFFING

		Regular Status Personnel Schedule –FTE's		
Position Title	Adopted 2013	Adopted 2014	Adopted 2015	Proposed 2016
Technical Specialist Existing position transferred from Streets Division 1600	0.75	1	1	1

		Temporary Status Personnel Schedule		
Position Title	Adopted 2013	Adopted 2014	Adopted 2015	Proposed 2016
None	0	0	0	0

Summary Budget
Department 33 - Traffic Signs/Signals/Markers

	2012 Actual	2013 Actual	2014 Actual	2014 Adopted	2015 Adopted	2016 Proposed	2017 Proposed
Expenditures:							
Salaries & Wages	62,073	56,894	62,151	57,283	59,165	60,650	62,170
Emp. Benefits	9,449	11,812	12,850	22,593	24,370	25,465	26,485
Supplies	59,126	34,675	53,576	49,035	46,430	49,785	51,030
Contractual Serv.	19,299	47,774	63,559	76,335	51,725	65,280	67,232
Repairs & Maint.	75	-	(1,288)	850	500	750	770
Other Exp.	-	-		500	250	500	513
Capital outlay	-	-		-	-	-	
Total Exp	150,022	151,155	190,848	206,596	182,440	202,430	208,200
Net addition to (use of) general revenues	(150,022)	(151,155)	(190,848)	(206,596)	(182,440)	(202,430)	(208,200)

Capital Outlay:
None

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
TRAFFIC SIGNS/SIGNALS/MARKERS

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6110 - SALARY-REGULAR EMPLOYEES	56,160	58,772	57,735	22,378	59,180	59,180	60,670	60,670
6112 - SALARY-SEASONAL TEMP		2,845		90				
6113 - OVERTIME-REGULAR EMPLOYEES		535		0				
6123 - SALARY-OTHER	1,123		1,430		1,470	1,470	1,500	1,500
6105 - SALARIES AND WAGES	**57,283**	**62,151**	**59,165**	**22,468**	**60,650**	**60,650**	**62,170**	**62,170**
6138 - MEDICARE	831	891	860	329	880	880	900	900
6139 - FICA	3,552	3,811	3,670	1,406	3,760	3,760	3,855	3,855
6141 - PENSIONS-PERA	4,153	4,464	4,440	1,678	4,550	4,550	4,665	4,665
6142 - WORKERS COMPENSATION	3,391	3,684	3,540	1,507	3,810	3,810	4,295	4,295
6144 - LONG-TERM DISABILITY INSURANCE	166		160		165	165	170	170
6145 - MEDICAL INSURANCE	10,500		11,700		12,300	12,300	12,600	12,600
6125 - EMPLOYEE BENEFITS	**22,593**	**12,850**	**24,370**	**4,920**	**25,465**	**25,465**	**26,485**	**26,485**
6100 - TOTAL PERSONNEL SERVICES	**79,876**	**75,002**	**83,535**	**27,388**	**86,115**	**86,115**	**88,655**	**88,655**
6211 - SMALL TOOLS & EQUIPMENT	1,650	1,366	1,800	0	2,755	2,755	2,824	2,824
6212 - MOTOR FUELS/OILS	3,185	4,240	3,280	1,426	3,350	3,350	3,434	3,434
6215 - EQUIPMENT-PARTS	3,000	789	1,500	36	3,000	3,000	3,075	3,075
6229 - GENERAL SUPPLIES	41,200	47,181	39,850	5,283	40,680	40,680	41,697	41,697
6205 - SUPPLIES	**49,035**	**53,576**	**46,430**	**6,746**	**49,785**	**49,785**	**51,030**	**51,030**
6238 - POSTAGE/UPS/FEDEX		0		0				
6239 - PRINTING	220	0	220	0	225	225	231	231
6249 - OTHER CONTRACTUAL SERVICES	76,115	63,559	51,505	25,347	78,055	65,055	80,006	67,001
6230 - CONTRACTUAL SERVICES	**76,335**	**63,559**	**51,725**	**25,347**	**78,280**	**65,280**	**80,237**	**67,232**
6265 - REPAIRS-EQUIPMENT	850	0	500	0	750	750	770	770
6269 - REPAIRS-OTHER		-1,288		0				
6260 - REPAIRS AND MAINTENA	**850**	**-1,288**	**500**	**0**	**750**	**750**	**770**	**770**
6200 - TOTAL OPERATING COSTS	**126,220**	**115,847**	**98,655**	**32,093**	**128,815**	**115,815**	**132,037**	**119,032**
6310 - RENTAL EXPENSE	500	0	250	0	500	500	513	513
6333 - GENERAL-CASH DISCOUNTS		0		0				
6301 - OTHER EXPENDITURES	**500**	**0**	**250**	**0**	**500**	**500**	**513**	**513**
6300 - TOTAL OTHER EXPENDITURES	**500**	**0**	**250**	**0**	**500**	**500**	**513**	**513**
6701 - TOTAL CAPITAL OUTLAY		**0**		**0**				
6700 - TOTAL CAPITAL OUTLAY		**0**		**0**				
	206,596	**190,848**	**182,440**	**59,481**	**215,430**	**202,430**	**221,205**	**208,200**

CITY OF APPLE VALLEY
2016 BUDGET
ACCOUNT DETAIL

DEPT 33: TRAFFIC SIGNS/SIGNALS/MARKERS - 1680
Public Works Department

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 FROM 15-16 BUDGET	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
	SALARIES								
6110	Regular Employees	56,160	57,735	57,735	59,180	59,180	59,180	60,670	60,670
6113	Overtime - Reg	-	-	-	-	-	-		
6123	Salaries - Other	1,123	1,430	1,430	1,470	1,470	1,470	1,500	1,500
6138	Medicare	831	860	860	880	880	880	900	900
6139	FICA	3,552	3,670	3,670	3,760	3,760	3,760	3,855	3,855
6141	Pension - PERA	4,153	4,440	4,440	4,550	4,550	4,550	4,665	4,665
6142	Worker's Compensation	3,391	3,540	3,540	3,810	3,810	3,810	4,295	4,295
6144	Long-Term Disability Insurance	166	160	160	165	165	165	170	170
6145	Hospital & Life Insurance	10,500	11,700	11,700	12,300	12,300	12,300	12,600	12,600
	Total	79,876	83,535	83,535	86,115	86,115	86,115	88,655	88,655
6211	**SMALL TOOLS**								
	Replace Power Tool on Sign Truck	400	-	-	2,000	2,000	2,000	2,050	2,050
	Post Puller Replacement	-	1,500	1,500	-	-	-	-	-
	General Tools for Sign Install - Replace	375	300	300	305	305	305	313	313
	Post Pounder Replace	-	-	-	-	-	-	-	-
	Mobile Computer Docking for Vehicle	425	-	-	-	-	-	-	-
	Cartegraph License Purchase	450			450	450	450	461	461
	Labtop Computer	-	-	-	-	-	-	-	-
	Total	1,650	1,800	1,800	2,755	2,755	2,755	2,824	2,824
6212	**MOTOR FUELS/OILS**								
	Nolead Fuel - Unit 338	3,185	3,280	3,280	3,350	3,350	3,350	3,434	3,434
	Total	3,185	3,280	3,280	3,350	3,350	3,350	3,434	3,434
6215	**EQUIPMENT PARTS**								
	Vehicle Parts - Unit 338	800	800	800	800	800	800	820	820
	Signal Parts, Circuit Bds, Loop Detectors	2,200	700	700	700	2,200	2,200	2,255	2,255
	Total	3,000	1,500	1,500	700	3,000	3,000	3,075	3,075
6229	**GENERAL SUPPLIES**								
	Crosswalk Striping Paint	1,200	2,500	2,500	2,550	2,550	2,550	2,614	2,614
	Street Name Plate Replacement	3,100	9,000	9,000	9,190	9,190	9,190	9,420	9,420
	Post - Traffic Signs	3,075	8,000	8,000	8,170	8,170	8,170	8,374	8,374
	Bracket & Misc Hardware	1,525	1,500	1,500	1,530	1,530	1,530	1,568	1,568
	Traffic Control Signs	15,400	8,000	8,000	8,165	8,165	8,165	8,369	8,369
	Project Signs, Brackets, Posts Replace	10,250	9,000	9,000	9,190	9,190	9,190	9,420	9,420
	Replace Traffic Counters	6,000	-	-				-	-
	(22 over 3 yrs @ 1,250 ea)	-						-	-
	Replace Counter Batteries (Resume '15)	-	1,200	1,200	1,225	1,225	1,225	1,256	1,256
	Counter Cover (Resume '15)	-	-	-				-	-
	Traffic Cones and Temp Traffic Control	650	650	650	660	660	660	677	677
	Total	41,200	39,850	39,850	40,680	40,680	40,680	41,697	41,697
6239	**PRINTING**								
	Forms, Temp Signs	220	220	220	225	225	225	231	231
	Total	220	220	220	225	225	225	231	231
6249	**OTHER CONTRACTUAL SERVICES**								
	Street Striping - JPA	27,850	40,000	40,000	40,800	40,800	40,800	41,820	41,820
	Street Striping - Contract	-	-	-				-	-
	Signal Maint - Dakota Co Agreement	19,500	19,725	19,725	20,135	20,135	20,135	20,638	20,638
	Semaphore Painting (2 per year)	15,000	10,000	10,000	10,200	10,200	10,200	10,455	10,455
	Traffic Signal Rehab & Repairs	13,000	5,200	5,200	5,310	5,310	5,310	5,443	5,443
	Cartegraph Maintenance Fee	765	1,580	1,580	1,610	1,610	1,610	1,650	1,650
	Line Item Reduction		(25,000)	(25,000)	(24,000)		(13,000)		(13,005)
	Total	76,115	51,505	51,505	54,055	78,055	65,055	80,006	67,001
6265	**REPAIRS - EQUIPMENT**								
	Traffic Counters (resume exp 2014)	850	500	500	500	750	750	770	770
	Total	850	500	500	500	750	750	770	770
6310	**RENTAL EXPENSE**								
	Coring Drill Rental	500	250	250	250	500	500	513	513
	Total	500	250	250	250	500	500	513	513
6730	**CAPITAL OUTLAY - VEHICLES**								
	None	-	-	-	-	-	-	-	-
	Total	-	-	-	-	-	-	-	-
	Total Net of Personnel	126,720	98,905	98,905	102,515	129,315	116,315	132,550	119,545
	TOTAL EXPENSES	206,596	182,440	182,440	188,630	215,430	202,430	221,205	208,200

COMPANY	DEPARTMENT	BUSINESS UNIT	ACTIVITY
1000	37	1700	Park/Recreation Administration

DESCRIPTION OF ACTIVITY
Expenses related to most full-time Parks & Recreation staff members, along with expenses that are accounted as administrative.

MAJOR OBJECTIVES FOR 2016
Maintain the same level of administrative members and services as previous years. Provide/maintain comprehensive parks and recreation activities, open space, and trail system that residents will utilize and be proud of.

IMPACT MEASURES / PERFORMANCE INDICATORS

	Actual 2013	Actual 2014	Projected 2015	Projected 2016
Manage $14.43 million dollars of park bond projects Neighborhood park upgrades and trail improvements	✓	✓		
Support Community Celebrations:				
• Freedom Days	✓	✓	✓	✓
• Mid-Winter Fest	✓	✓	✓	✓
• Music in the Park	✓	✓	✓	✓
• Winter Concert Series at Valleywood	✓	✓	✓	✓
Support Parks and Recreation Advisory Committee:				
• Number of public meetings:	6	6	6	6
Manage all Parks and Recreation activities to provide outstanding service, facilities, and programs to our residents				
• No. of Parks	50	50	50	50
• No. Athletic Fields	105	105	105	105
• Miles of trails	65	65	65	65
• Aquatic Center & Redwood Pool users	69,973	64,262	70,000	70,000
• Teen center users	15,563	11,567	13,500	13,500
• JCRP users	264,400	268,400	265,000	265,000
• Hours of Community Center use	10,656	11,217	10,500	10,500
• Outdoor Skating Rink users	23,412	21,646	20,000	20,000
• Rounds of Golf played at Valleywood	30,165	32,564	34,000	34,000
Support of local Civic Organizations:				
• Valley Athletic Association	✓	✓	✓	✓
• Eastview Athletic Association	✓	✓	✓	✓
• Apple Valley Hockey Association	✓	✓	✓	✓
• Eastview Hockey Association	✓	✓	✓	✓
• Boy Scouts / Girl Scouts	✓	✓	✓	✓
• Rotary Club	✓	✓	✓	✓
• Chamber of Commerce	✓	✓	✓	✓

	Regular Status Personnel Schedule –FTE's				
Position Title	Actual 2012	Actual 2013	Actual 2014	Proposed 2015	Proposed 2016
Parks and Recreation Director	1	1	1	1	1
Recreation Superintendent	1	1	1	1	1
Recreation Supervisor II	3.25	3.25	3.0	3.0	3.0
Department Assistant	1	1	1	1	1
Department Specialist	1	1	1	1	1
Custodian	.75	.75	.75	.70	.70

	Temporary Status Personnel Schedule –(# hours)				
Position Title	Adopted 2012	Adopted 2013	Adopted 2014	Proposed 2015	Proposed 2016
Seasonal	1560	1560	1560	1560	1560

Summary Budget
Department 37 - Park/Recreation Administration

	2012 Actual	2013 Actual	2014 Actual	2014 Adopted	2015 Adopted	2016 Proposed	2017 Proposed
Expenditures:							
Salaries & Wages	532,727	547,728	554,451	564,328	561,690	586,289	606,540
Emp. Benefits	126,304	148,535	158,653	157,474	169,160	175,705	182,125
Supplies	4,737	3,953	1,816	4,700	4,250	4,750	4,350
Contractual Serv.	59,129	50,613	53,006	65,100	65,500	66,500	69,000
Repairs & Maint.	2,324	3,016	3,806	2,600	2,600	2,600	3,000
Training/Travel/Dues	16,357	13,733	14,533	20,150	18,500	16,750	16,850
Other Exp.	52,456	54,452	61,212	60,900	59,550	59,050	65,250
Capital outlay	-	-	-	-	10,000	-	-
Misc	2,469	-		-	-	-	-
Total Exp	796,503	822,030	847,477	875,252	891,250	911,644	947,115
Net addition (use) of general revenues	(796,503)	(822,030)	(847,477)	(875,252)	(891,250)	(911,644)	(947,115)

2016 CAPITAL OUTLAY
None

2017 CAPITAL OUTLAY
Building Capital Outlay Requests moved to Muni Bldg Fund

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
PARK/RECREATION ADMINISTRATION

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6110 - SALARY-REGULAR EMPLOYEES	475,009	493,267	485,400	244,363	501,035	501,035	518,975	518,975
6111 - SALARY PART-TIME	59,139	58,085	61,450	30,398	70,014	70,014	71,765	71,765
6112 - SALARY-SEASONAL TEMP	15,028		0					
6113 - OVERTIME-REGULAR EMPLOYEES	1,030	947	1,030	527	1,060	1,060	1,060	1,060
6114 - OVERTIME PART-TIME EMPLOYEES		0		0				
6121 - INSURANCE CASH BENEFIT		2,151		677				
6123 - SALARY-OTHER	14,122		13,810		14,180	14,180	14,740	14,740
6105 - SALARIES AND WAGES	**564,328**	**554,451**	**561,690**	**275,966**	**586,289**	**586,289**	**606,540**	**606,540**
6138 - MEDICARE	8,183	7,874	8,360	3,891	8,475	8,475	8,795	8,795
6139 - FICA	34,562	33,670	35,385	16,638	36,040	36,040	37,200	37,200
6141 - PENSIONS-PERA	39,824	40,115	42,130	20,647	43,845	43,845	45,490	45,490
6142 - WORKERS COMPENSATION	3,890	4,013	3,615	1,948	3,860	3,860	4,395	4,395
6144 - LONG-TERM DISABILITY INSURANCE	1,415	1,332	1,370	685	1,405	1,405	1,465	1,465
6145 - MEDICAL INSURANCE	69,600	64,689	78,300	32,825	82,080	82,080	84,780	84,780
6146 - DENTAL INSURANCE	0	4,133	0	2,329				
6147 - LIFE INSURANCE-BASIC	0	67	0	17				
6148 - LIFE INSURANCE-SUPP/DEPEND	0	2,759	0	1,361				
6125 - EMPLOYEE BENEFITS	**157,474**	**158,653**	**169,160**	**80,341**	**175,705**	**175,705**	**182,125**	**182,125**
6100 - TOTAL PERSONNEL SERVICES	**721,802**	**713,103**	**730,850**	**356,307**	**761,994**	**761,994**	**788,665**	**788,665**
6210 - OFFICE SUPPLIES	2,250	1,453	2,300	1,135	2,300	2,300	2,300	2,300
6211 - SMALL TOOLS & EQUIPMENT		106		20			100	100
6215 - EQUIPMENT-PARTS	200	0	200	0	200	200	200	200
6229 - GENERAL SUPPLIES	2,250	257	1,750	119	2,250	2,250	2,250	1,750
6205 - SUPPLIES	**4,700**	**1,816**	**4,250**	**1,274**	**4,750**	**4,750**	**4,850**	**4,350**
6235 - CONSULTANT SERVICES	6,000	1,985	6,000	-5,758	10,000	10,000	10,000	10,000
6237 - TELEPHONE/PAGERS	3,000	2,193	3,000	809	3,000	3,000	2,500	2,500
6238 - POSTAGE/UPS/FEDEX	11,000	13,419	11,000	6,726	11,000	14,000	13,000	16,000
6239 - PRINTING	41,600	35,270	45,000	18,550	43,000	39,000	43,000	40,000
6249 - OTHER CONTRACTUAL SERVICES	3,500	139	500	335	500	500	500	500
6230 - CONTRACTUAL SERVICES	**65,100**	**53,006**	**65,500**	**20,662**	**67,500**	**66,500**	**69,000**	**69,000**
6265 - REPAIRS-EQUIPMENT	2,600	3,806	2,600	1,356	2,600	2,600	3,000	3,000
6260 - REPAIRS AND MAINTENA	**2,600**	**3,806**	**2,600**	**1,356**	**2,600**	**2,600**	**3,000**	**3,000**
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	3,000	2,782	3,000	340	3,000	3,000	3,000	3,000
6276 - SCHOOLS/CONFERENCES/EXP OTHER	4,000	2,177	4,000	140	2,000	2,000	2,000	2,000
6277 - MILEAGE/AUTO ALLOWANCE	8,200	5,189	6,500	1,634	6,500	6,500	6,500	6,500
6278 - SUBSISTENCE ALLOWANCE	500	0	500	0	750	750	750	750
6279 - EDUCATION ASSISTANCE	0	0	0	0				
6280 - DUES & SUBSCRIPTIONS	3,600	3,770	3,600	3,184	3,600	3,600	3,700	3,700
6281 - UNIFORM/CLOTHING ALLOWANCE	850	615	900	100	900	900	900	900
6270 - TRNG/TRAVL/DUES/UNIF	**20,150**	**14,533**	**18,500**	**5,398**	**16,750**	**16,750**	**16,850**	**16,850**
6200 - TOTAL OPERATING COSTS	**92,550**	**73,161**	**90,850**	**28,690**	**91,600**	**90,600**	**93,700**	**93,200**
6310 - RENTAL EXPENSE	6,250	4,775	6,300	2,455	6,300	6,300	6,000	6,000
6333 - GENERAL-CASH DISCOUNTS		-14		-7				
6351 - VISA/BANK CHARGES	2,750	0	2,750	0	2,750	2,750	2,750	2,750
6355 - ONLINE REGISTRATION FEES	14,000	21,001	14,500	8,970	14,500	14,500	21,000	21,000
6399 - OTHER CHARGES	37,900	35,450	36,000	15,726	36,000	35,500	36,000	35,500
6301 - OTHER EXPENDITURES	**60,900**	**61,212**	**59,550**	**27,143**	**59,550**	**59,050**	**65,750**	**65,250**

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
PARK/RECREATION ADMINISTRATION

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6300 - TOTAL OTHER EXPENDITURES	**60,900**	**61,212**	**59,550**	**27,143**	**59,550**	**59,050**	**65,750**	**65,250**
6425 - VISA/BANK CHARGES	0	0	0	0				
6401 - EXPENDITURES	**0**	**0**	**0**	**0**				
6400 - TOTAL GOLF EXPENDITURES	**0**	**0**	**0**	**0**				
6740 - CAPITAL OUTLAY-MACH/EQ/OTHER			10,000				90,000	0
6701 - TOTAL CAPITAL OUTLAY	**0**		**10,000**				**90,000**	**0**
6700 - TOTAL CAPITAL OUTLAY	**0**		**10,000**				**90,000**	**0**
	875,252	**847,476**	**891,250**	**412,140**	**913,144**	**911,644**	**1,038,115**	**947,115**

CITY OF APPLE VALLEY
2016 BUDGET
ACCOUNT DETAIL
DEPT 37: PARK/RECREATION ADMINISTRATION - 1700

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 FROM 15-16 BUDGET	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
	SALARIES								
6110	Regular Employees	475,009	485,400	485,400	499,350	501,035	501,035	520,315	520,315
6111	Salary-Parttime	59,139	61,450	61,450	64,030	70,014	70,014	71,765	71,765
6112	Salary-Seasonal Temp	15,028	-	-					
6113	Overtime - Reg	1,030	1,030	1,030	1,060	1,060	1,060	1,060	1,060
6123	Salaries - Other	14,122	13,810	13,810	14,040	14,180	14,180	14,570	14,570
6138	Medicare	8,183	8,360	8,360	8,605	8,475	8,475	8,690	8,690
6139	FICA	34,562	35,385	35,385	36,235	36,040	36,040	36,745	36,745
6141	Pension - PERA	39,824	42,130	42,130	43,385	43,845	43,845	44,940	44,940
6142	Work Comp Ins	3,890	3,615	3,615	4,400	3,860	3,860	4,355	4,355
6144	Long-term Disability Insurance	1,415	1,370	1,370	1,410	1,405	1,405	1,445	1,445
6145	Hospital & Life Insurance	69,600	78,300	78,300	82,080	82,080	82,080	84,780	84,780
	Total	721,802	730,850	730,850	754,595	761,994	761,994	788,665	788,665
6210	**OFFICE SUPPLIES**								
		2,250	2,300	2,300	2,300	2,300	2,300	2,300	2,300
	Total	2,250	2,300	2,300	2,300	2,300	2,300	2,300	2,300
6211	**SMALL TOOLS & EQUIPMENT**								
								100	100
	Total	-	-	-	-	-	-	100	100
6215	**EQUIPMENT - PARTS**								
		200	200	200	200	200	200	200	200
	Total	200	200	200	200	200	200	200	200
6229	**GENERAL SUPPLIES**								
	Youth Athletic Association	750	500	500	750	750	750	750	750
	Administration	750	500	500	750	750	750	750	750
	Desk & Chairs	750	750	750	750	750	750		
	Other							750	750
	Trend Reduction								(500)
	Total	2,250	1,750	1,750	2,250	2,250	2,250	2,250	1,750
6235	**CONSULTANT SERVICES**								
	Technical Asst. Park Development	6,000	6,000	6,000	6,000	10,000	6,000	10,000	10,000
	Total	6,000	6,000	6,000	6,000	10,000	6,000	10,000	10,000
6237	**TELEPHONE**								
	Miscellaneous	3,000	3,000	3,000	3,000	3,000	3,000	2,500	2,500
	Total	3,000	3,000	3,000	3,000	3,000	3,000	2,500	2,500
6238	**POSTAGE/UPS/FEDEX**								
	Mail Brochures	11,000	11,000	11,000	11,000	11,000	14,000	13,000	16,000
	Total	11,000	11,000	11,000	11,000	11,000	14,000	13,000	16,000
6239	**PRINTING/PUBLISHING**								
	Regular/Annual Publications	41,600	45,000	45,000	45,000	43,000	45,000	43,000	43,000
	Trend Reduction	(3,400)					(4,000)		(3,000)
	Total	38,200	45,000	45,000	45,000	43,000	41,000	43,000	40,000
6249	**OTHER CONTRACTUAL SERVICES**								
	Coaching Certification								
	Facility Access	1,000							
	Arts, Cultural Program	1,000	-	-	-	-	-		
	Disabled Program - Interpreters, Aids	1,500	500	500	500	500	500	500	500
	Total	3,500	500	500	500	500	500	500	500
6265	**REPAIRS - EQUIPMENT**								
	Multi-use	2,600	2,600	2,600	2,600	2,600	2,600	3,000	3,000
	Total	2,600	2,600	2,600	2,600	2,600	2,600	3,000	3,000
6275	**SCHOOL/CONF/EXP - LOCAL**								
		3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000
	Total	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000
6276	**SCHOOL/CONF/EXP - OTHER**								
	Park & Rec Conf. - Director	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000
	Park & Rec Mgmt. School - Director	2,000	2,000	2,000	2,000		2,000		
	Park & Rec Mgmt. School - Rec Supin	2,000			2,000		2,000		
	reduce overall	(2,000)			(2,000)		(2,000)		
	Total	4,000	4,000	4,000	4,000	2,000	4,000	2,000	2,000
6277	**MILEAGE ALLOWANCE**								
	Car Allowance								
	Staff mileage	8,200	6,500	6,500	6,500	6,500	6,500	6,500	6,500
	Total	8,200	6,500	6,500	6,500	6,500	6,500	6,500	6,500
6278	**SUBSISTANCE ALLOWANCE**								
		500	500	500	750	750	750	750	750
	Total	500	500	500	750	750	750	750	750
6279	**EDUCATION ASSISTANCE**								
	Total	-	-	-	-	-	-	-	-

CITY OF APPLE VALLEY
2016 BUDGET
ACCOUNT DETAIL

DEPT 37: PARK/RECREATION ADMINISTRATION - 1700

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 FROM 15-16 BUDGET	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
6280	**DUES & SUBSCRIPTIONS**								
	MRPA, NRPA	3,600	3,600	3,600	3,600	3,600	3,600	3,700	3,700
	Total	3,600	3,600	3,600	3,600	3,600	3,600	3,700	3,700
6281	**UNIFORMS/CLOTHING ALLOWANCE**								
		850	900	900	900	900	900	900	900
	Total	850	900	900	900	900	900	900	900
6310	**RENTAL EXPENSE**								
	Copier	6,250	6,300	6,300	6,300	6,300	6,300	6,000	6,000
	Total	6,250	6,300	6,300	6,300	6,300	6,300	6,000	6,000
6355	**ON-LINE REGISTRATION FEES**								
		14,000	14,500	14,500	14,500	14,500	14,500	21,000	21,000
	Total	14,000	14,500	14,500	14,500	14,500	14,500	21,000	21,000
6399	**OTHER CHARGES**								
	Volunteer Program	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
	4th of July Fireworks	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
	4th of July Parade	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
	4th of July Rental	1,900	-	-	-	-	-		
	Trend Reduction						(500)		(500)
	Total	37,900	36,000	36,000	36,000	36,000	35,500	36,000	35,500
6351	**BANK CHARGE FEES**								
	VISA/Bank charges	2,750	2,750	2,750	2,750	2,750	2,750	2,750	2,750
	Total	2,750	2,750	2,750	2,750	2,750	2,750	2,750	2,750
6740	**CAPITAL OUTLAY - OTHER ITEMS**								
	Registration Software Upgrade		10,000	10,000					
	Add'l Hayes Park Surveillance Equp.								
	Dept. Mobile App							25,000	
	Analog Internal Survelliance Camera Conversion							30,000	
	Replace Hayes Park Electronic Sign							35,000	
	Total	-	10,000	10,000	-	-	-	90,000	-
	Total Net of Personnel	150,050	160,400	160,400	151,150	151,150	149,650	249,450	158,450
	TOTAL EXPENSES	$ 871,852	$ 891,250	$ 891,250	$ 905,745	$ 913,144	$ 911,644	$ 1,038,115	$ 947,115

COMPANY	DEPARTMENT	BUSINESS UNIT	ACTIVITY
1000	38	1710	Park Maintenance

DESCRIPTION OF ACTIVITY

The maintenance, repair and beautification of 675+ acres spread over 50 parks. Business unit includes 300 acres of weekly mowing, 105 athletic fields, 53 playground structures, 2 aquatic facilities, park shelters and buildings, hockey rinks, courts, planting beds, fountains, walking trails and numerous other facilities and qualities.

OBJECTIVES FOR 2016

- Tending to more than 675 acres of parkland and facilities on a daily basis. Our primary goal is to meet the user's needs and expectations by providing a clean, safe, properly prepared and well maintained parks, trails, and facilities. Comprehensive Plan Key 1 – Sustainable, Key 6 - Play and Preserve, and Key 7 - Healthy and Active
- Continue Additions of Wildflowers to Robert L. Erickson Park. - Comprehensive Plan Key 1 – Sustainable, Key 6 – Play and Preserve, and Key 7 – Healthy and Active.
- Replace Hockey Rink at Apple Valley East. - Comprehensive Plan Key 6 – Play and Preserve, and Key 7 – Healthy and Active.
- Microseal Parking Lot at Alimagnet, Delaney, Farquar, Lac Lavon, and Hagemeister Parks. - Comprehensive Plan Key 5 – Safe, Key 6 – Play and Preserve, and Key 7 – Healthy and Active.
- Replace Roofs on Legion Field and Soccer Stadium Press Box/Concessions. - Comprehensive Plan Key 6 – Play and Preserve.

SERVICE CATEGORIES

1. **Park Maintenance Management (1710)**
   The size and complexity of facilities within our system require a person who spends 100% of work time dedicated to maintenance and care of these parks and facilities.

   Park Maintenance must blend and work with Recreation programs created by City staff. This can only be accomplished with good communication between Park Maintenance and Recreation.

   Department Priority 1: To provide consistent quality, it must be performed by City staff.

   Comprehensive Plan Key 2 – Livable, Key 6 – Play and Preserve, Key 7 – Healthy and Active, and Key 11 - Service

2. **Athletic Field Maintenance (1715 & 1780)**
   Thousands of residents both adults and children play on our athletic fields each and every day. They deserve well prepared and safe facilities.

   It is an essential function of Park Maintenance to groom, paint, and provides good turf management to meet this purpose as stated above.

With changes that occur with field size from season to season, and with tournament coverage, and preparation issues with rain, this does not appear to be a lucrative private business.

Department Priority 1: To provide consistent quality, it must be performed by City staff.

Comprehensive Plan Key 1 – Sustainable, Key 6 – Play and Preserve, and Key 7 – Healthy and Active

3. **Park Grounds Maintenance (1720 & 1770 & 1760)**
Well maintained parks and green spaces highlight the quality of living in our community.

The Park Maintenance Division mows up to 300 acres weekly, removes garbage and litter, plants and maintains trees in the park urban forest, and routinely maintains flower and shrub beds with the system.

As we have grown, we have developed working relationships with private vendors for mowing, diseased tree removal, weed spraying, irrigation, and turf maintenance practices such as aeration and overseeding.

Department Priority 2: General Park Operations have positive effect on quality of life.

Comprehensive Plan Key 1 – Sustainable, Key 6 – Play and Preserve, and Key 7 – Healthy and Active

4. **Ice Rink / Ice Sheet Maintenance (1725)**
Winter outdoor sports are a necessity for a high quality of life for all Minnesotans. By providing quality outdoor skating for our residents, we help meet that need.

We in Park Maintenance have the equipment and knowledge to provide this program in the most efficient system possible.

In providing the quality of ice that we can, the private sector would need to purchase and/or construct implements to increase productivity and quality.

Department Priority 3: City staff is best equipped to handle operation. Scope of operation will always be a judgment decision.

Comprehensive Plan Key 6 – Play and Preserve, and Key 7 – Healthy and Active

5. **Park Shelter / Park Building Maintenance (1730)**
We currently have 24 park buildings and picnic shelters that require routine maintenance. They must be presented in a clean, well-maintained condition for users.

This is a natural activity for Park Maintenance to clean, repair, and remove trash from these locations on a daily basis.

Schedules can change fast so the routine prep may lag if this process would be privatized. We contract mechanical maintenance with private contractors.

Department Priority 1: If we are to rent facilities for use, they must be prepared in a first class manner. Under City Council direction, the amount of usable facilities could be lessened.

Comprehensive Plan Key 6 – Play and Preserve, and Key 7 – Healthy and Active

6. **Play Equipment Maintenance (1735)**
Playgrounds (playscapes) have been an essential component of public parks and schools for over 100 years. Government agencies provide 90% of these facilities.

The Park Maintenance Division has two nationally certified playground inspectors. We also have the equipment and supplies for the routine removal of graffiti.

Inspections and follow-up work potentially could be privatized to certified inspectors. Things do break frequently and we are very expedient in making the requested repair.

Department Priority 1: We own the equipment, we must maintain it.

Comprehensive Plan Key 6 – Play and Preserve, and Key 7 – Healthy and Active

7. **Sidewalk, Pathway, Parking Lot Maintenance (1740)**
This is an activity which includes the plowing and surface maintenance of sidewalks, pathways, and park parking lots.

Many people use the walkways in the winter for recreational walking; therefore, it is within the mission of Park Maintenance to provide this service. Parking lots must be plowed to allow use of other facilities.

Sometimes a route must be cleared four or five times during a snow event due to drifting, Street Department widening of the street, etc. Familiarity and constant attention to detail may not be profitable for the private sector.

Department Priority 3: Some municipalities do not plow snow from walkways or apply just a limited amount of plowing effort.

Comprehensive Plan Key 5 – Safe, Key 6 – Play and Preserve, and Key 7 – Healthy and Active

8. **Court and Game Area Maintenance (1745)**
Tennis, basketball, volleyball, pickleball, and disc golf are wholesome pursuits with the Apple Valley park system.

We attempt to provide a multitude of activities for residents to recreate. Providing these types of facilities are key to a well-rounded park and recreation system.

The routine inspection, cleaning, changing of nets is standard practice within the division and we have good control of outcome. Resurfacing of courts is always contractual.

Department Priority 2: These are fundamental park facilities that should be maintained.

Comprehensive Plan Key 6 – Play and Preserve, and Key 7 – Healthy and Active

9. Swimming Pool Maintenance (1750)

We have two well-used swimming facilities within the City of Apple Valley. They enhance a comprehensive recreation program.

Although daily chemical monitoring and pool cleaning have been privatized, the pre and post season set-ups and teardowns are conducted in-house. Daily mechanical checks and bathhouse janitorial are handled in-house.

Department Priority 2: We have several nationally certified pool operators on staff that are extremely efficient problem solvers.

Comprehensive Plan Key 6 – Play and Preserve, and Key 7 – Healthy and Active

10. Rec Support (1755)

This is the labor provided for the Freedom Days Festivities, Mid-Winter Fest, Puppet Wagon Set-up, Breakfast with Santa and the Easter Bunny Etc. Park Maintenance must blend and work with Recreation programs created by City staff. This can only be accomplished with good communication between Park Maintenance and Recreation.

Comprehensive Plan Key 6 – Play and Preserve, and Key 7 – Healthy and Active

11. Other Dept. Support (1785)

This covers during emergency operations, park personnel working for other divisions e.g. snow plowing, flooding etc.

Comprehensive Plan Key 5 – Safe, Key 8– Accessible, and Key 11 – Service

COMPARATIVE BUDGET EXPENDITURES

The following table is the expenses that have been captured over the past three years related to the service categories identified above. The 2014 budget (and past budgets) encompass these services within the department-wide Park Maintenance Budget

Service categories	2012 Actual	% of total Dept	2013 Actual	% of total Dept	2014 Actual	% of total Dept
1710 Park Management	570,893	25.4%	598,612	25.5%	554,511	23.2%
1715 /1780 Athletic Fields	408,512	18.1%	407,446	17.4%	491,198	20.5%
1720/1770/1760 Park Grounds	607,608	27.0%	538,890	23.0%	633,272	26.4%
1725 Ice Rinks	62,861	2.8%	69,457	3.0%	95,452	4.0%
1730 Park Shelter/Bldgs	238,882	10.6%	184,250	7.9%	193,902	8.1%
1735 Playground Structures	17,189	.8%	17,404	0.7%	18,628	0.8%
1740 Sidewalk,Pathway, Lot Maint/Plowing	39,870	1.8%	76,684	3.3%	77,608	3.2%
1745 Court/Game Areas	9,001	0.4%	113,504	4.8%	7,931	0.3%
1750 Swimming Pools	54,288	2.4%	62,581	2.7%	60,829	2.5%
1755 Recreation Support	5,785	0.3%	7,555	0.3%	8,170	0.3%
1765 Equipment	208,834	9.3%	217,081	9.3%	234,190	9.8%
1775 Training	8,498	0.4%	12,437	0.5%	15,643	0.7%
1785 Other Dept. Support	19,749	0.9%	40,050	1.7%	3,203	0.1%
Total Park Maint dept.	**2,251,971**	**100.0%**	**2,221,316**	**100.0%**	**2,394,537**	**100.0%**

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Actual 2012	Actual 2013	Actual 2014	Projected 2015	Projected 2016
Parkland Acres	675	675	675	675	680
Add'l Cortland Acres				5	
Athletic Field Maintenance					
Athletic Fields	105	105	105	105	105
Park Grounds Maintenance					
Managed Turf	300 acres/wk	300 acres/wk	300 acres/wk	300 acres/wk	300 acres/wk
Planting Beds Maintained	39	39	39	39	39
Irrigation Systems	7	7	7	7	7
Ice Rink Maintenance					
Outdoor Sheets of Ice	25	25	25	25	25
Outdoor Hockey Rinks	11	11	11	11	11
Park Shelter/Bldg Maint.					
Park Shelters/Buildings	24	24	24	24	24
Playground Structure Maint.					
Playgrounds	53	53	53	53	53
Certified Playground Inspectors	2	2	2	2	2
Sidewalk,Pathway, Lot Maint.					
Internal Park Paths	15 Miles	15 Miles	15 Miles	15 Miles	15 Miles
Pathway and Sidewalk Plowing	72 Miles	72 Miles	72 Miles	72 Miles	72 Miles
Parking Lots Maintained	31	31	31	31	31
Swimming Facilities	2	2	2	2	2
Outdoor Court & Game Area Maint					
Pickleball Courts	0	6	6	6	6
Tennis Courts	20	20	20	20	20
Basketball Courts	20	20	20	20	20
Volleyball Courts	17	17	17	17	17
Disc Golf Course	1	1	1	1	1
Outdoor Skate Park	1	1	1	1	1
Archery Range	1	1	1	1	1
Swimming Pool Maint.					
Redwood Pool	1	1	1	1	1
Family Aquatic Center	1	1	1	1	1
Certified Pool Operators	3	3	3	3	3

Regular Status
Personnel Schedule –FTE's

Position Title	Actual 2012	Actual 2013	Actual 2014	Adopted 2015	Proposed 2016
Park Mntce Superintendent	1	1	1	1	1
Park Foreman	3	3	3	3	3
Tech Specialist	5	5	5	5	5
Park Maintenance I / II	6	7	6	6.5	7

Summary Budget
Department 38 - Park Maintenance

	2012 Actual	2013 Actual	2014 Actual	2014 Adopted	2015 Adopted	2016 Proposed	2017 Proposed
Expenditures:							
Salaries & Wages	1,045,567	1,096,656	1,106,365	1,106,365	1,165,335	1,222,185	1,272,345
Emp. Benefits	355,763	364,702	385,570	385,570	419,465	446,170	467,685
Supplies	299,367	282,740	305,225	305,225	305,950	314,900	325,600
Contractual Serv.	138,570	155,049	147,562	147,562	169,800	152,240	155,500
Utilities	271,947	214,175	185,012	185,012	221,500	226,000	233,000
Repairs & Maint.	36,934	30,950	59,876	59,876	72,250	125,000	62,000
Training/Travel/Dues	13,152	11,564	13,903	13,903	12,720	15,300	15,350
Other Exp.	51,022	50,241	51,291	51,291	53,700	52,000	51,500
Capital outlay	39,650	139,875	139,736	139,736	49,000	30,500	32,000
VERF						207,755	212,950
Total Exp	2,251,972	2,345,952	2,394,540	2,394,540	2,469,720	2,792,050	2,827,930
Net addition (use) of general revenues	(2,251,972)	(2,345,952)	(2,394,540)	(2,394,540)	(2,469,720)	(2,792,050)	(2,827,930)

2016 CAPITAL OUTLAY	Funded in operating Budget	Funded Object #6269 - Repairs
Replace #260 Sod Cutter	4,500	
Redexim Deep Tine Aerator	26,000	
Replace Playground Tiles Kelley Park		65,000
Micro-seal Alimagnet, Delaney, Farquar, Lac Lavon & Hagemeister Parking Lots		30,000
	30,500-	**95,000**

2017 Capital Outlay	Funded in operating Budget	Funded Object #6269 – Repairs
Fence and Path between fields JCRPW	40,000	
Less School District share	(20,000)	
	20,000	
Replace AV East Hockey Rink	12,000	
Micro-Seal Parking Lots		30,000
	32,000	**30,000**

Building related capital outlay requests moved to Muni Building Fund

Vehicle Capital Outlay now included in the VERF Fund

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
PARK MAINTENANCE

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6110 - SALARY-REGULAR EMPLOYEES	882,270	910,278	924,875	469,037	968,690	968,690	1,008,615	1,008,615
6111 - SALARY PART-TIME		0		0				
6112 - SALARY-SEASONAL TEMP	181,500	167,443	171,500	72,400	176,000	176,000	185,000	185,000
6113 - OVERTIME-REGULAR EMPLOYEES	45,000	54,294	46,000	30,502	51,000	51,000	51,000	51,000
6121 - INSURANCE CASH BENEFIT		3,270		1,693				
6122 - COMP REQUEST		-29,414		-17,390				
6123 - SALARY-OTHER	17,645		22,960		26,495	26,495	27,730	27,730
6124 - OVERTIME-SEASONAL TEMP		494		101				
6105 - SALARIES AND WAGES	**1,126,415**	**1,106,365**	**1,165,335**	**556,343**	**1,222,185**	**1,222,185**	**1,272,345**	**1,272,345**
6138 - MEDICARE	16,333	15,277	17,030	7,631	17,665	17,665	18,450	18,450
6139 - FICA	69,838	65,251	68,810	32,631	75,525	75,525	78,885	78,885
6141 - PENSIONS-PERA	68,506	70,847	74,465	36,097	78,165	78,165	81,550	81,550
6142 - WORKERS COMPENSATION	25,688	30,901	32,330	16,924	35,220	35,220	40,500	40,500
6144 - LONG-TERM DISABILITY INSURANCE	2,610	2,631	2,730	1,351	2,895	2,895	3,500	3,500
6145 - MEDICAL INSURANCE	211,200	182,308	224,100	88,954	236,700	236,700	244,800	244,800
6146 - DENTAL INSURANCE		15,601		8,150				
6147 - LIFE INSURANCE-BASIC		180		47				
6148 - LIFE INSURANCE-SUPP/DEPEND		2,575		1,613				
6125 - EMPLOYEE BENEFITS	**394,175**	**385,570**	**419,465**	**193,398**	**446,170**	**446,170**	**467,685**	**467,685**
6100 - TOTAL PERSONNEL SERVICES	**1,520,590**	**1,491,935**	**1,584,800**	**749,741**	**1,668,355**	**1,668,355**	**1,740,030**	**1,740,030**
6210 - OFFICE SUPPLIES	100	308	100	324	100	100	100	100
6211 - SMALL TOOLS & EQUIPMENT	10,000	13,527	10,000	4,677	14,000	14,000	11,500	11,500
6212 - MOTOR FUELS/OILS	90,000	90,464	91,800	30,469	95,000	93,000	100,000	98,000
6213 - FERTILIZER	50,000	46,171	48,000	27,023	48,000	48,000	50,000	50,000
6214 - CHEMICALS	4,000	4,230	3,000	1,957	4,000	4,000	5,000	5,000
6215 - EQUIPMENT-PARTS	42,200	44,302	40,000	11,587	44,000	44,000	43,000	43,000
6216 - VEHICLES-TIRES/BATTERIES	7,000	6,374	7,100	5,069	12,500	7,500	8,000	7,000
6229 - GENERAL SUPPLIES	101,000	99,849	105,950	58,572	109,300	104,300	121,000	111,000
6205 - SUPPLIES	**304,300**	**305,225**	**305,950**	**139,678**	**326,900**	**314,900**	**338,600**	**325,600**
6235 - CONSULTANT SERVICES	0	930	0	785				
6237 - TELEPHONE/PAGERS	12,000	9,140	11,000	4,436	11,000	10,000	12,000	11,000
6238 - POSTAGE/UPS/FEDEX		0		0				
6239 - PRINTING		55		68				
6240 - CLEANING SERVICE/GARBAGE	19,000	23,313	17,500	5,375	18,000	18,000	20,000	20,000
6249 - OTHER CONTRACTUAL SERVICES	137,000	114,125	141,300	31,515	124,240	124,240	140,000	124,500
6230 - CONTRACTUAL SERVICES	**168,000**	**147,562**	**169,800**	**42,178**	**153,240**	**152,240**	**172,000**	**155,500**
6255 - UTILITIES-ELECTRIC	98,000	98,765	98,500	24,307	100,000	100,000	105,000	105,000
6256 - UTILITIES-NATURAL GAS	10,000	7,313	8,000	2,026	9,000	8,000	10,500	8,000
6257 - UTILITIES-PROPANE/WATER/SEWER	126,000	78,934	115,000	1,049	118,000	118,000	130,000	120,000
6250 - UTILITIES	**234,000**	**185,012**	**221,500**	**27,382**	**227,000**	**226,000**	**245,500**	**233,000**
6265 - REPAIRS-EQUIPMENT	18,700	15,408	20,000	3,717	20,000	20,000	22,000	22,000
6266 - REPAIRS-BUILDING	10,000	6,394	12,250	3,903	10,000	10,000	14,000	10,000
6269 - REPAIRS-OTHER	57,200	38,074	40,000	4,275	110,000	95,000	30,000	30,000
6260 - REPAIRS AND MAINTENA	**85,900**	**59,876**	**72,250**	**11,896**	**140,000**	**125,000**	**66,000**	**62,000**
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	2,000	2,389	2,000	2,135	2,000	2,000	2,000	2,000
6276 - SCHOOLS/CONFERENCES/EXP OTHER	0	0	0	0				
6280 - DUES & SUBSCRIPTIONS	500	353	520	300	550	550	600	600
6281 - UNIFORM/CLOTHING ALLOWANCE	10,000	11,161	10,200	6,688	12,750	12,750	12,750	12,750

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
PARK MAINTENANCE

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6270 - TRNG/TRAVL/DUES/UNIF	**12,500**	**13,903**	**12,720**	**9,123**	**15,300**	**15,300**	**15,350**	**15,350**
6200 - TOTAL OPERATING COSTS	**804,700**	**711,577**	**782,220**	**230,256**	**862,440**	**833,440**	**837,450**	**791,450**
6310 - RENTAL EXPENSE	75,000	49,812	53,700	1,211	52,000	52,000	56,500	51,500
6330 - SALES/USE TAX		94		0				
6333 - GENERAL-CASH DISCOUNTS		-441		-93				
6399 - OTHER CHARGES		1,825		50				
6301 - OTHER EXPENDITURES	**75,000**	**51,291**	**53,700**	**1,168**	**52,000**	**52,000**	**56,500**	**51,500**
6300 - TOTAL OTHER EXPENDITURES	**75,000**	**51,291**	**53,700**	**1,168**	**52,000**	**52,000**	**56,500**	**51,500**
6601 - TOTAL DEPRECIATION		**0**		**0**				
6600 - TOTAL DEPRECIATION		**0**		**0**				
6720 - CAPITAL OUTLAY-FURNITURE & FIX		0		0				
6730 - CAPITAL OUTLAY-TRANSPORTATION	0	-350	0	0				
6735 - CAPITAL OUTLAY-OTHER IMPROVEME	104,000	137,601	42,000	26,600	74,000	0	150,000	32,000
6740 - CAPITAL OUTLAY-MACH/EQ/OTHER	3,000	2,485	7,000	5,669	30,500	30,500		
6745 - VERF CHARGES	0		0		207,755	207,755	212,950	212,950
6701 - TOTAL CAPITAL OUTLAY	**107,000**	**139,736**	**49,000**	**32,269**	**312,255**	**238,255**	**362,950**	**244,950**
6700 - TOTAL CAPITAL OUTLAY	**107,000**	**139,736**	**49,000**	**32,269**	**312,255**	**238,255**	**362,950**	**244,950**
	2,507,290	**2,394,540**	**2,469,720**	**1,013,434**	**2,895,050**	**2,792,050**	**2,996,930**	**2,827,930**

DEPT 38: PARK MAINTENANCE - 1710

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
	SALARIES							
6110	Regular Employees	882,270	924,875	924,875	968,690	968,690	1,008,615	1,008,615
6111	Salary-Parttime							
6112	Salary-Seasonal Temp	181,500	171,500	171,500	176,000	176,000	185,000	185,000
6113	Overtime - Reg	45,000	46,000	46,000	51,000	51,000	51,000	51,000
6114	Overtime - Temp							
6123	Salaries - Other	17,645	22,960	22,960	26,495	26,495	27,730	27,730
6138	Medicare	16,333	17,030	17,030	17,665	17,665	18,450	18,450
6139	FICA	69,838	68,810	68,810	75,525	75,525	78,885	78,885
6141	Pension - PERA	68,506	74,465	74,465	78,165	78,165	81,550	81,550
6142	Work Comp Ins	25,688	32,330	32,330	35,220	35,220	40,500	40,500
6144	Long-term Disability Insurance	2,610	2,730	2,730	2,895	2,895	3,500	3,500
6145	Medical Insurance	211,200	224,100	224,100	236,700	236,700	244,800	244,800
	Total	1,520,590	1,584,800	1,584,800	1,668,355	1,668,355	1,740,030	1,740,030
6210	**OFFICE SUPPLIES**							
	General	100	100	100	100	100	100	100
	Total	100	100	100	100	100	100	100
6211	**SMALL TOOL & EQUIPMENT**							
	Tools & Misc Equip	10,000	10,000	10,000	10,000	10,000	11,500	11,500
	4 Handheld Two-Way Radios				4,000	4,000		
	Total	10,000	10,000	10,000	14,000	14,000	11,500	11,500
6212	**MOTOR FUELS/OILS**							
	Unleaded Gasoline	90,000	91,800	91,800	95,000	93,000	100,000	98,000
	Diesel Fuel							
	Total	90,000	91,800	91,800	95,000	93,000	100,000	98,000
6213	**FERTILIZER**							
		53,000	48,000	48,000	48,000	48,000	50,000	50,000
	Sales tax savings	(3,000)						
	Total	50,000	48,000	48,000	48,000	48,000	50,000	50,000
6214	**CHEMICALS**							
		4,000	3,000	3,000	4,000	4,000	5,000	5,000
	Total	4,000	3,000	3,000	4,000	4,000	5,000	5,000
6215	**EQUIPMENT - PARTS**							
	Vehicle and Equipment Parts	38,000	34,000	34,000	38,000	38,000	35,000	35,000
	Play Equipment Parts	2,000	2,000	2,000	2,000	2,000	3,000	3,000
	Irrigation Parts	5,000	4,000	4,000	4,000	4,000	5,000	5,000
	Sales Tax Savings	(2,800)						
	Total	42,200	40,000	40,000	44,000	44,000	43,000	43,000
6216	**EQUIPMENT - TIRES/BATTERIES**							
		7,000	7,100	7,100	7,500	2,500	8,000	7,000
	Rims and Tires for #202				5,000	5,000		
	Total	7,000	7,100	7,100	12,500	7,500	8,000	7,000
6229	**GENERAL SUPPLIES - ATHLETIC FIELDS/COURTS**							
	Athletic field paint	19,000	18,000	18,000	19,000	19,000	20,000	20,000
	Athletic field chalk	2,500	2,500	2,500	2,500	2,500	2,500	2,500
	Diamond Dry, Turface, Etc.	2,500	2,500	2,500	2,500	2,500	2,500	2,500
	Bases, plates, rubbers	2,500	2,500	2,500	3,000	3,000	3,000	3,000
	Aglime	8,000	7,000	7,000	7,000	7,000	8,000	8,000
	Mound clay	1,000	1,000	1,000	1,000	1,000	1,000	1,000
	Fence Repair Material	2,000	2,000	2,000	1,500	1,500	2,500	2,500
	Volleyball, Soccer, Tennis Nets	1,000	1,000	1,000	1,500	1,500	1,500	1,500
	Archery Bales	1,000	1,000	1,000	1,000	1,000	1,000	1,000
	Pickleball Standards							
		(3,000)	(3,000)	(3,000)	(3,000)	(300)		
	Reduce to trend					(5,000)		(10,000)
	Total	36,500	34,500	34,500	36,000	33,700	42,000	32,000
	GENERAL SUPPLIES - LANDSCAPE							
	Grass seed/seed mat	12,500	12,000	12,000	14,000	14,000	14,500	14,500
	Topsoil/compost	4,000	4,000	4,000	4,000	4,000	4,000	4,000
	Sod	3,000	3,000	3,000	2,000	2,000	2,000	2,000
	Landscape Block/Timbers	6,000	5,000	5,000	6,000	4,000	5,000	5,000
	Tree Trust and Scout Projects		10,000	10,000	10,000	10,000	10,000	10,000
	Trees/shrubs, etc.	10,000	9,000	9,000	9,000	9,000	10,000	10,000
	Sales Tax Savings	(3,000)	(2,000)	(2,000)	(2,000)	(2,000)		
	Total	32,500	41,000	41,000	43,000	41,000	45,500	45,500
	GENERAL SUPPLIES - PAINT							
	Paint, Stain, Varnish	4,000	6,000	6,000	6,000	5,500	6,000	6,000
	Rollers, Brushes, Drop Cloths	4,000	2,000	2,200	2,200	2,000	2,500	2,500
	Total	8,000	8,000	8,200	8,200	7,500	8,500	8,500

DEPT 38: PARK MAINTENANCE - 1710

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
	GENERAL SUPPLIES - BUILDINGS							
	Lumber and Metal for Repair of Rinks, Buildings, Benches, Tables, etc.	10,000	10,200	10,200	10,500	10,500	12,000	12,000
	Reconstruct Hagemeister Park Rink							
	Total	10,000	10,200	10,200	10,500	10,500	12,000	12,000
	GENERAL SUPPLIES - CLEANING							
	Soap, Disinfectants, Brooms, Toilet Scrubbers, Mop Heads, Restroom Paper Products	8,000	8,150	8,150	8,000	8,000	9,000	9,000
	Total	8,000	8,150	8,150	8,000	8,000	9,000	9,000
	GENERAL SUPPLIES - SHOP							
	Fasteners, Light Bulbs, Zip Ties, Garbage Bags, Rags, Tape, Sandpaper, Small Repair Parts, Hardware	4,000	4,100	4,100	3,600	3,600	4,000	4,000
	Total	4,000	4,100	4,100	3,600	3,600	4,000	4,000
6229	TOTLA GENERAL SUPPLIES - All Business U	99,000	105,950	106,150	109,300	104,300	121,000	111,000
6235	**CONSULTANT SERVICES**							
	Total	-	-	-	-	-	-	-
6237	**TELEPHONE/PAGERS**							
	Park buildings, foremen, superintendent	12,000	11,000	11,000	11,000	10,000	12,000	11,000
	Total	12,000	11,000	11,000	11,000	10,000	12,000	11,000
6240	**C. SERVICE/GARBAGE REMOVAL**							
	Buildings - Trash, yard dumpster, landfill fees, and yard waste	19,000	17,500	20,000	18,000	18,000	20,000	20,000
	Total	19,000	17,500	20,000	18,000	18,000	20,000	20,000
6249	**OTHER CONTRACTUAL SERVICES**							
	Sentence to Service Contract Cost	13,000	13,300	13,300	14,000	14,000	14,500	14,500
	Contract Weed Spraying	25,000	22,000	22,000	23,000	23,000	24,000	23,500
	Contract Mowing of smaller parks	42,000	52,000	41,240	41,240	41,240	52,000	42,000
	Diseased Tree Removal	16,000	16,000	16,000	16,000	16,000	17,000	17,000
	Tree Trust	3,000	3,000		3,000	3,000	3,500	3,500
	Irrigation, Maintenance Service for Cobblestone Lake Park	27,000	24,000	24,000	25,000	25,000	27,000	27,000
	Septic Pumping - Quarry Point Park & - Huntington Park	11,000	11,000	2,000	2,000	2,000	2,000	2,000
	Reduce to trend							(5,000)
	Total	137,000	141,300	118,540	124,240	124,240	140,000	124,500
6255	**UTILITIES - ELECTRIC**							
	Building, Athletic Field, Parking Lot, Fountain and Walkway Lights	104,000	98,500	98,500	100,000	100,000	105,000	105,000
	Sales Tax Savings	(6,000)						
	Total	98,000	98,500	98,500	100,000	100,000	105,000	105,000
6256	**UTILITIES - NATURAL GAS**							
		10,000	8,000	8,000	9,000	8,000	10,500	8,000
	Total	10,000	8,000	8,000	9,000	8,000	10,500	8,000
6257	**UTILITIES - OTHER**							
	Water, Sewer	130,000	115,000	125,000	118,000	118,000	130,000	120,000
	Add'l Service Cobblestone, Quarry Pt							
	Sales Tax Savings	(4,000)						
	Total	126,000	115,000	125,000	118,000	118,000	130,000	120,000
6265	**REPAIRS - EQUIPMENT**							
	Larger Outside Repairs	20,000	20,000	20,000	20,000	20,000	22,000	22,000
	Sales Tax Savings	(1,300)						
	Total	18,700	20,000	20,000	20,000	20,000	22,000	22,000
6266	**REPAIRS - BUILDINGS**							
	Outside Trade Contractors - Heating/Cooling, Electrical and other Contractual Repairs	10,000	12,250	10,000	10,000	10,000	14,000	10,000
	Total	10,000	12,250	10,000	10,000	10,000	14,000	10,000
6269	**REPAIRS - OTHER**							
	Repair and Chip Seal Hayes Lots	20,000						
	Overlay West Galaxie Path 160th to 155th	28,700						
	Crack Fill Fog Seal Cobblestone Paths	5,500						
	Crack Fill Fog Seal Diamond Path Paths	2,000						
	Crack Fill and Fog Seal Farquar Park Paths	1,000						
	Crack fill /seal JCRPW lots							
	Re-locate backstop and infield at Greenleaf		10,000	10,000				
	Replace Kelley Playground Tiles				65,000	65,000		
	Repair Storm Sewer Bad Path Diamond Path				15,000			
	Overlay and patch Hayes Lots		-		225,000	-		
	(Request moved to Muni Bldg Fund)				(225,000)			
	Trails Overlay and Seal coating: Micro-Seal Alimagnet, Delaney, Farquar, Lac Lavon, and Hagemeister Parking Lots		30,000	30,000	30,000	30,000	30,000	30,000
	Total	57,200	40,000	40,000	110,000	95,000	30,000	30,000

DEPT 38: PARK MAINTENANCE - 1710

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
6275	**SCHOOL/CONF/EXP - LOCAL**							
		2,000	2,000	2,000	2,000	2,000	2,000	2,000
	Total	2,000	2,000	2,000	2,000	2,000	2,000	2,000
6276	**SCHOOL/CONF/EXP - OTHER**							
	Park Conf. - Superintendent	-						
	Total	-	-	-	-	-	-	-
6280	**DUES & SUBSCRIPTIONS**							
	MPSA, MRPA, STMA, MNLA	500	520	520	550	550	600	600
	Total	500	520	520	550	550	600	600
6281	**UNIFORM/CLOTHING ALLOWANCE**							
	Uniform/Boots/Safety Equip (winter boots)	10,000	10,200	10,200	12,750	12,750	12,750	12,750
	Total	10,000	10,200	10,200	12,750	12,750	12,750	12,750
6310	**RENTAL EXPENSE**							
	Misc. and Portable Commodes	35,000	18,000	18,000	14,000	14,000	18,000	18,000
	Mower Leasing	40,000	35,700	35,700	38,000	38,000	38,500	38,500
	Reduce to trend							(5,000)
	Total	75,000	53,700	53,700	52,000	52,000	56,500	51,500
6730	**CAPITAL OUTLAY - VEHICLES**							
	Replace #215 2002 Toro 580-D Mower							
	Move to Equipment Certicate							
	Replace 231 3/4 Ton Pick-Up							
	Replace 234 1999 GMC Water Truck							
	Move to Equipment Certicate							
	Replace 201 2001 JD 4x4 Tractor							
	Move to Equipment Certicate							
	Replace #222 2003 Holder Sidewalk Unit ($57,000 to Equip Ce		Equip. Fund	Equip. Fund				
	Replace #228 2005 3/4 Ton PU with Plow ($32,000 to Equip C		Equip. Fund	Equip. Fund				
	Additional Tractor / No increase with Q.P.		Equip. Fund	Equip. Fund				
	Total	-	-	-	-	-	-	-
6735	**CAPITAL OUTLAY - OTHER IMP**							
	Sport Court Surface - Farquar Tennis							
	Sport Court Surface - Delaney Tennis							
	Wildwood Picnic Shelter	10,000						
	New Cobblestone Floating Dock	45,000						
	Two Replacement Rinks at JCRPW	25,000						
	Alimagnet Grant Match	20,000	-		-	-		
	Replace AC at Quarry Point Bldg	4,000						
	Kelley Park Parking Lot				Park Ded.	Park Ded.		
	Cortland Development Tennis Court		Park ded.	Park ded.				
	Cortland Development Playstructure		Park ded.	Park ded.				
	Cortland Development Landscape / Seed		Park ded.	Park ded.				
	Fence and Path between fields JCRPW						40,000	40,000
	Cost share of fence with school district							(20,000)
	Replace Galaxie Playstructure						55,000	
	Sanitary Sewer Connection at Quarry Point		Park ded.	Park ded.				
	Roof Dugouts on Two JCRPE SB Fields		10,000	10,000				
	Fencing of Quarry Point Maintenance Yard		20,000	20,000				
	Replace Delaney rink		12,000	12,000				
	Replace A.V.East Rink				12,000			12,000
	Re-roof Valley Middle Building				-	-	55,000	
	Re-roof Teen Center Building				50,000			
	Metal Roof Socer Stadium Concession Bldg				6,000			
	Metal Roof Legion Concession Bldg				6,000			
	Total	104,000	42,000	42,000	74,000	-	150,000	32,000
6740	**CAPITAL OUTLAY - OTHER ITEMS**							
	Replace 2005 Kawasaki Mule							
	Redexim Deep Tine Aerator				26,000	26,000		
	Spare Irrigation Pump for JCRP	3,000						
	Kaivac Machine		4,000	4,000				
	Replace JCRPE Irrigation Pump		3,000	3,000				
	Replace #254 2009 Toro Workman/Rahn Rake ($20,000 to Equ		Equip Fund					
	Replace #216 T Trailer (1989)		-		verf 12000			
	Replace #229 T Trailer (2000)		-		verf 12000			
	Replace #260 Sod Cutter		-		4,500	4,500		
	Total	3,000	7,000	7,000	30,500	30,500	-	-

DEPT 38: PARK MAINTENANCE - 1710

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
6745	**VEHICLE REPLACEMENT-VERF**							
	VERF-Vehicle Replacement Charges				207,755	207,755	212,950	212,950
	Replace #224 2006 F-250 Extended Cab				verf 22,500			
	Replace #233 2003 E-350 Van				verf 22,000			
	Replace #232 2001 Sterling Water Truck				verf 130,000	verf		
	Replace #235 2006 F-150 4x2 Pick-up				verf 18,450	verf		
	Replace # 227 2006 F-250 4x4 Pick-up				verf 27,000	verf		
	Replace # 244 2009 Toro 4700-D Mower				verf 67,650	verf		
	Replace # 238 2006 F-350 One Ton Dump				verf 43,000	verf		
	Replace #246 2007 F-350 4x4 One Ton Dump						verf 42,130	verf 42,130
	Replace #247 2007 F-250 3/4 Ton Pick Up						verf 42,130	verf 42,130
	Replace #209 Holder C-242						verf 26,791	verf 26,791
	Replace #212 2002 JD 110 Backhoe						verf 100,000	verf 100,000
	Replace #216 2002 763 Skid Loader						verf 31,500	verf 31,500
	Replace #217 2005 New Holland Tractor						verf 100,000	verf 100,000
	Replace #251 2005 New Holland Tractor						verf 100,000	verf 100,000
	Replace #253 2011 Kawasaki Mule						verf 14,000	verf 14,000
	Replace #259 2010 Toro Workman						verf 24,160	verf 24,160
	Replace #252 Mule Work Cart				verf	verf		
	Replace # 203R Sweepster Broom ($11,000)				verf	verf		
	Replace #256 1997 Sweepstar ($31,000)				verf	verf		
	Replace #262 2006 CH Sweepstar				verf	verf		
	Replace #272 2004 Toro Rake and Vac				verf	verf		
	Total	-	-	-	207,755	207,755	212,950	212,950
	Total Net of Personnel	984,700	884,920	872,610	1,226,695	1,123,695	1,256,900	1,087,900
	TOTAL EXPENSES	2,505,290	2,469,720	2,457,410	$ 2,895,050	$ 2,792,050	2,996,930	2,827,930

Notes:

COMPANY	DEPARTMENT	BUSINESS UNIT	ACTIVITY
1000	39	1800	Recreation Programs

DESCRIPTION OF ACTIVITY

The recreation programs budget includes a number of general recreation programs, such as Summer Playground, Puppet Theatre, Outdoor Skating/Warminghouses, Teen Center, Youth, Teen, Adult and Family Recreation Programs, etc.

Provide fun, learning situations where parents and children learn and experience together. Some programs focus on adults and/or children as individuals, while other classes provide the opportunity to build close family/parent/child relationships while providing social interactions with folks with similar interests and goals.

Recreation programs provide a service that contributes to the social, physical, educational, mental, emotional, cultural and general well-being of the community and its people. By providing these services the department strives to provide adequate physical facilities and program opportunities, which encourage people of the community to become more self-sustaining in their leisure.

Comprehensive Key 6 – Play and Preserve, Key 7 – Healthy and Active & Key 10 – Learning

OBJECTIVES FOR 2016

Continue to offer a variety of programs for various demographics/population in as cost-effective manner as possible.

PERFORMANCE MEASURES/EFFECTIVENESS/EFFICIENCY:

After Action Reports with attendance, revenue and expenditure figures are completed for each program offered, each season. Recommendations for each program are documented. The program is dropped if it is determined to be less successful. The program is continued if it is very successful, well attended or worthwhile to our mission, or if implemented changes can make it successful.

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Actual 2012	Actual 2013	Actual 2014	Projected 2015	Projected 2016
Playground Program Participants	2,505	2,703	3,527	3,500	3,500
Outdoor Skating Attendance	15,500	23,412	21,646	20,000	20,000
Teen Center Attendance	12,455	15,563	11,567	13,500	13,500
Freedom Days Fun Run Participants (2 & 5 Milers)	397	492	511	500	500
Freedom Days Fun Run Participants (1/2 Milers)	57	98	101	100	100
Puppet Wagon Attendance	4,581	4,656	4,768	5,000	5,000
Aroma Art Attendance	1,545	1,663	1,811	1,800	1,800

Regular Status Personnel Schedule –FTE's					
Position Title	Adopted 2012	Adopted 2013	Adopted 2014	Adopted 2015	Proposed 2016
Program Coordinator	1	1	1	1	1
Teen Center Supervisor	.75	.75	.75	.75	.75
Custodian	.25	.25	.25	.25	.25

Temporary Status Personnel Schedule –(# positions Part Time)					
Position Title	Adopted 2012	Adopted 2013	Adopted 2014	Adopted 2015	Proposed 2016
Warminghouse Attendant	30	30	30	30	30
Lead Puppet Performer	4	4	4	4	4
Rec Program Assistant	4	4	4	4	4
Playground Leader	10	10	10	10	10

Activities of this Business Unit					
Activities within this budget	Adopted 2012	Adopted 2013	Adopted 2014	Adopted 2015	Proposed 2016
Summer Playground Program	✓	✓	✓	✓	✓
Puppet Wagon	✓	✓	✓	✓	✓
Winter Outdoor Ice Skating	✓	✓	✓	✓	✓
Teen Programs	✓	✓	✓	✓	✓
Preschool Open Gym	✓	✓	✓	✓	✓

Summary Budget
Department 39 - Recreation Programs

	2012 Actual	2013 Actual	2014 Actual	2014 Budget	2015 Budget	2016 Proposed	2017 Proposed
Revenue:							
Quarry Pt Concessions	1,272	2,111	-	-	-	-	-
JCRP Concessions	6,664	4,579	7,648	8,000	5,000	5,300	5,400
Summer Playground Activities	7,747	9,950	10,535	7,000	9,000	10,000	10,300
Pre School Programs	21,130	19,445	35,702	25,000	20,000	21,000	21,600
Teen Programs	-		-	1,000	1,000	1,100	1,100
Puppet Wagon	-		-	-	-	-	-
Vending Commissions	2,411	3,091	2,169	3,000	3,000	3,200	3,300
Rentals - Fields	23,135	17,514	18,075	30,000	25,000	20,000	20,000
Rentals - Hayes	-	60,794	70,126	42,000	65,000	65,000	70,000
Rentals - JCRP	-	-	-	-	-	-	-
Rentals - Teen Center	887	1,891	1,319	1,000	1,000	1,000	1,000
Rentals - Other	10,442	6,436	7,731	7,000	7,000	7,000	7,000
	73,688	125,811	153,305	124,000	136,000	133,600	139,700
Expenditures:							
Salaries & Wages	125,789	150,419	127,926	128,254	131,315	134,575	132,270
Emp. Benefits	18,877	22,128	18,776	18,365	20,200	19,505	20,420
Supplies	7,675	12,474	8,864	11,400	13,500	11,200	10,650
Contractual Serv.	15,251	18,948	22,624	14,200	17,100	17,600	17,900
Repairs & Maint.	447	1,711	71	6,000	2,500	6,500	1,500
Training/Travel/Dues	3,258	2,630	1,730	3,550	2,200	1,900	1,900
Other Exp.	3,839	3,355	4,237	6,000	4,500	4,200	4,200
VISA/MC Charges	-					-	-
Items for resale	1,661	2,396	977	3,000	1,000	1,000	1,000
Capital outlay					-	-	-
Total Exp	176,797	214,061	185,205	190,769	192,315	196,480	189,840
Net addition to (use of) general revenues	(103,109)	(88,250)	(31,900)	(66,769)	(56,315)	(62,880)	(50,140)

2016 CAPITAL OUTLAY

Teen Center Interior Painting	$ 5,000
Teen Center Main Room Flooring	$15,000
	$20,000

Building related capital requests included in the Muni Bldg Fund

2017 CAPITAL OUTLAY
None

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
RECREATION PROGRAMS

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6110 - SALARY-REGULAR EMPLOYEES	0	0	0	0				
6111 - SALARY PART-TIME	80,054	61,981	82,950	20,300	66,640	66,640	70,000	65,000
6112 - SALARY-SEASONAL TEMP	46,000	65,945	46,000	42,098	65,200	65,200	65,000	65,000
6114 - OVERTIME PART-TIME EMPLOYEES		0		0				
6123 - SALARY-OTHER	2,200		2,365		2,735	2,735	2,270	2,270
6124 - OVERTIME-SEASONAL TEMP		0		34				
6105 - SALARIES AND WAGES	**128,254**	**127,926**	**131,315**	**62,431**	**134,575**	**134,575**	**137,270**	**132,270**
6138 - MEDICARE	1,860	1,855	1,905	905	1,950	1,950	1,990	1,990
6139 - FICA	7,952	7,931	8,140	3,871	8,345	8,345	8,510	8,510
6141 - PENSIONS-PERA	5,963	5,189	6,400	1,754	5,205	5,205	5,420	5,420
6142 - WORKERS COMPENSATION	2,590	3,801	3,755	2,270	4,005	4,005	4,500	4,500
6125 - EMPLOYEE BENEFITS	**18,365**	**18,776**	**20,200**	**8,800**	**19,505**	**19,505**	**20,420**	**20,420**
6100 - TOTAL PERSONNEL SERVICES	**146,619**	**146,702**	**151,515**	**71,231**	**154,080**	**154,080**	**157,690**	**152,690**
6210 - OFFICE SUPPLIES	200	185	200	325	200	200	400	400
6211 - SMALL TOOLS & EQUIPMENT	1,000	101	500	220	500	300	750	550
6215 - EQUIPMENT-PARTS	200	0	200	0	200	100	200	100
6229 - GENERAL SUPPLIES	10,000	8,578	12,600	1,193	12,600	10,600	12,600	9,600
6205 - SUPPLIES	**11,400**	**8,864**	**13,500**	**1,737**	**13,500**	**11,200**	**13,950**	**10,650**
6235 - CONSULTANT SERVICES		-1		0				
6237 - TELEPHONE/PAGERS		906		524				
6238 - POSTAGE/UPS/FEDEX		0		0				
6239 - PRINTING	600	711	600	286	600	600	600	600
6240 - CLEANING SERVICE/GARBAGE	500	677	300	348	300	300	300	300
6249 - OTHER CONTRACTUAL SERVICES	13,100	20,331	16,200	4,049	16,700	16,700	17,000	17,000
6230 - CONTRACTUAL SERVICES	**14,200**	**22,624**	**17,100**	**5,207**	**17,600**	**17,600**	**17,900**	**17,900**
6265 - REPAIRS-EQUIPMENT	1,000	0	500	0	500	500	500	500
6266 - REPAIRS-BUILDING	5,000	0	2,000	0	2,000	6,000	2,000	1,000
6269 - REPAIRS-OTHER		71		244				
6260 - REPAIRS AND MAINTENA	**6,000**	**71**	**2,500**	**244**	**2,500**	**6,500**	**2,500**	**1,500**
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	300	224	200	0	200	200	200	200
6277 - MILEAGE/AUTO ALLOWANCE	900	851	1,000	28	1,000	1,000	1,000	1,000
6280 - DUES & SUBSCRIPTIONS	350	332	0	0				
6281 - UNIFORM/CLOTHING ALLOWANCE	2,000	323	1,000	0	1,000	700	1,000	700
6270 - TRNG/TRAVL/DUES/UNIF	**3,550**	**1,730**	**2,200**	**28**	**2,200**	**1,900**	**2,200**	**1,900**
6200 - TOTAL OPERATING COSTS	**35,150**	**33,288**	**35,300**	**7,216**	**35,800**	**37,200**	**36,550**	**31,950**
6310 - RENTAL EXPENSE	2,000	1,735	1,500	0	1,500	1,700	1,500	1,700
6330 - SALES/USE TAX		9		0				
6333 - GENERAL-CASH DISCOUNTS		-1		0				
6399 - OTHER CHARGES	4,000	2,494	3,000	550	3,000	2,500	3,000	2,500
6301 - OTHER EXPENDITURES	**6,000**	**4,237**	**4,500**	**550**	**4,500**	**4,200**	**4,500**	**4,200**
6300 - TOTAL OTHER EXPENDITURES	**6,000**	**4,237**	**4,500**	**550**	**4,500**	**4,200**	**4,500**	**4,200**
6401 - EXPENDITURES		**0**		**0**				
6400 - TOTAL GOLF EXPENDITURES		**0**		**0**				
6540 - TAXABLE MISC FOR RESALE	3,000	977	1,000	172	1,000	1,000	1,000	1,000
6545 - NON-TAXABLE MISC FOR RESALE		0		0				
6501 - TAXABLE/NON-TAXABLE MISC RESAL	**3,000**	**977**	**1,000**	**172**	**1,000**	**1,000**	**1,000**	**1,000**

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
RECREATION PROGRAMS

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6500 - TOTAL LIQUOR EXPENDITURES	**3,000**	**977**	**1,000**	**172**	**1,000**	**1,000**	**1,000**	**1,000**
6735 - CAPITAL OUTLAY-OTHER IMPROVEME			0		20,000	0	10,000	0
6701 - TOTAL CAPITAL OUTLAY	**0**		**0**		**20,000**	**0**	**10,000**	**0**
6700 - TOTAL CAPITAL OUTLAY	**0**		**0**		**20,000**	**0**	**10,000**	**0**
	190,769	**185,204**	**192,315**	**79,170**	**215,380**	**196,480**	**209,740**	**189,840**

		CITY OF APPLE VALLEY							
		2016 BUDGET							
		ACCOUNT DETAIL							
DEPT 39: RECREATION PROGRAMS - 1800									
COMPANY 1000: GENERAL FUND									
JDE		2014	2015	2015	2016	2016	2016	2017	2017
ACC'T	DESCRIPTION	COUNCIL	COUNCIL	YEAR END	FROM 15-16	DEPT	ADMIN	DEPT	ADMIN
		ADOPTED	ADOPTED	PROJECTED	BUDGET	PROP	RECOMMEND	PROP	RECOMMEND
	SALARIES								
6110	Regular Employees								
6111	Salary-Parttime	80,054	82,950	82,950	85,795	66,640	66,640	70,000	70,000
6112	Salary-Seasonal Temp	46,000	46,000	46,000	46,000	65,200	65,200	65,000	60,000
6123	Salary-Other	2,200	2,365	2,365	2,555	2,735	2,735	2,270	2,270
6138	Medicare	1,860	1,905	1,905	1,950	1,950	1,950	1,990	1,990
6139	FICA	7,952	8,140	8,140	8,330	8,345	8,345	8,510	8,510
6141	Pension - PERA	5,963	6,400	6,400	6,625	5,205	5,205	5,420	5,420
6142	Work Comp	2,590	3,755	3,755	4,035	4,005	4,005	4,500	4,500
	Total	146,619	151,515	151,515	155,290	154,080	154,080	157,690	152,690
6210	**OFFICE SUPPLIES**								
		200	200	200	200	200	200	400	400
	Total	200	200	200	200	200	200	400	400
6211	**SMALL TOOLS & EQUIPMENT**								
		1,000	500	500	500	500	300	750	550
	Total	1,000	500	500	500	500	300	750	550
6215	**EQUIPMENT/PARTS**								
		200	200	200	200	200	100	200	100
	Total	200	200	200	200	200	100	200	100
6229	**GENERAL SUPPLIES**								
	Quarry Point Park	350	200	200	200	200	200	100	100
	Programs - Puppet Wagon	450	700	700	700	700	700	600	600
	Programs - ADA Interpreter/Aid	200	200	200	200	200	200	100	100
	Programs - Teens	2,000	3,500	3,500	3,500	3,500	3,500	3,000	3,000
	Programs - Cultural	3,500	5,000	5,000	5,000	5,000	5,000	4,000	4,000
	Programs - Summer Playground	2,700	4,000	4,000	4,000	4,000	4,000	4,000	4,000
	Programs - Winter Skating	400	500	500	500	500	500	300	300
	Programs - Preschool Gym	400	500	500	500	500	500	500	500
	Trend Reductions		(2,000)	(2,000)	(2,000)	(2,000)	(4,000)		(3,000)
	Total	10,000	12,600	12,600	12,600	12,600	10,600	12,600	9,600
6239	**PRINTING/PUBLISHING**								
	Flyers and Posters	600	600	600	600	600	600	600	600
	Total	600	600	600	600	600	600	600	600
6240	**GARBAGE/CLEANING SERVICES**								
		500	300	300	300	300	300	300	300
	Total	500	300	300	300	300	300	300	300
6249	**OTHER CONTRACTUAL SERVICES**								
	ADA Interpreter/Aide	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000
	Programs - Fun Run	1,600	2,000	2,000	2,000	2,000	2,000	2,000	2,000
	Programs - Playground Bus	2,600	3,500	3,500	4,000	4,000	4,000	4,000	4,000
	Programs - Teens Bus	800							
	Programs - Other	3,500	6,000	6,000	6,000	6,000	6,000	6,000	6,000
	Teen Center WiFi	600	700	700	700	700	700	1,000	1,000
	Total	13,100	16,200	16,200	16,700	16,700	16,700	17,000	17,000
6265	**REPAIRS - EQUIPMENT**								
	Puppet Wagon	1,000	500	500	500	500	500	500	500
	Total	1,000	500	500	500	500	500	500	500
6266	**REPAIRS - BUILDING**								
		5,000	2,000	2,000	2,000	2,000	6,000	2,000	1,000
	Total	5,000	2,000	2,000	2,000	2,000	6,000	2,000	1,000
6275	**SCHOOL/CONF/EXP - LOCAL**								
	MRPA Summer Lead Workshop	300	200	200	200	200	200	200	200
	Puppetry School								
	Teen Programs								
	Total	300	200	200	200	200	200	200	200
6277	**MILEAGE ALLOWANCE**								
	Summer Playground Staff	900	1,000	1,000	1,000	1,000	1,000	1,000	1,000
	Total	900	1,000	1,000	1,000	1,000	1,000	1,000	1,000
6280	**Dues & Subscriptions**								
	Health Dept License - Quarry Point Park	350	-	-	-	-	-	-	-
	Total	350	-	-	-	-	-	-	-
6281	**UNIFORM/CLOTHING ALLOWANCE**								
	Staff Shirts - Summer Playground/Puppeteers	500	500	500	500	500	300	500	300
	Staff Shirts - Teens	500	400	400	400	400	300	400	300
	Program Staff Apparel	1,000	100	100	100	100	100	100	100
	Total	2,000	1,000	1,000	1,000	1,000	700	1,000	700
6310	**RENTAL EXPENSE**								
	Portable Toilets	2,000	1,500	1,500	1,500	1,500	1,700	1,500	1,700
	Total	2,000	1,500	1,500	1,500	1,500	1,700	1,500	1,700
6399	**OTHER CHARGES**								
	Outing Fees - ADA Interpreter/Aid	500	250	250	250	250	250	250	250
	Outing Fees - Teens	1,250	750	750	750	750	750	750	750
	Outing Fees - Summer Playground	2,250	2,000	2,000	2,000	2,000	2,000	2,000	2,000
	Trend Reduction						(500)		(500)
	Total	4,000	3,000	3,000	3,000	3,000	2,500	3,000	2,500

		CITY OF APPLE VALLEY							
		2016 BUDGET							
		ACCOUNT DETAIL							
DEPT 39: RECREATION PROGRAMS - 1800									
COMPANY 1000: GENERAL FUND									
JDE		2014	2015	2015	2016	2016	2016	2017	2017
ACC'T	DESCRIPTION	COUNCIL	COUNCIL	YEAR END	FROM 15-16	DEPT	ADMIN	DEPT	ADMIN
		ADOPTED	ADOPTED	PROJECTED	BUDGET	PROP	RECOMMEND	PROP	RECOMMEND
6540	**TAXABLE FOR RESALE**								
	Quarry Point Park	2,000							
	Teen Programs	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
	Total	3,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
6735	**CAPITAL OUTLAY - OTHER IMP**								
	Teen Center Interior Painting		-	-	5,000	5,000			
	Teen Center Main Room Flooring		-	-	15,000	15,000			
	Teen Center Skate Park Equipment							5,000	
	Teen Center Entertainment System							5,000	
	Total	-	-	-	20,000	20,000	-	10,000	-
	Total Net of Personnel	44,150	40,800	40,800	61,300	61,300	42,400	52,050	37,150
	TOTAL EXPENSES	$ 190,769	$ 192,315	$ 192,315	$ 216,590	$ 215,380	$ 196,480	$ 209,740	$ 189,840

Notes:

COMPANY	DEPARTMENT	BUSINESS UNIT	ACTIVITY
1000	40	1930	Redwood Pool

DESCRIPTION OF ACTIVITY

The Redwood facility continues to be the heart of summer activity in the Southwest corner of Apple Valley. The Pool performs a vital service to this community, a fun safe place for kids to go each day.

The Redwood Outdoor Pool is located in Redwood Park and is operated by the parks and recreation department as a general fund recreational facility. It contains two pools, a leisure pool with depths running from three to twelve feet and features a diving board and a climbing wall. The smaller wading pool is appropriate for young children, with a water depth of 18 inches. The capacity of the facility is 300 people. Redwood Pool is also the primary teaching facility for the city's American Red Cross "Learn to Swim" program, providing instruction to children and adults in swimming and water safety community wide. During weeknights, after swimming lessons, and during mornings and weekend nights, "exclusive use" rentals are offered to the public. These rentals have become very popular, especially on weekend nights. The newly renovated concession operation serves a variety of snack foods, fountain drinks and treats.

MAJOR OBJECTIVES FOR 2016

We will track low income participation in swimming lessons and develop outreach to advance lesson and program marketing to these populations. An emphasis here will not only improve lesson outreach, and potentially income through development of new markets, but can further our mission and stated mission goals. Learning to swim does "Contribute to the social, physical, educational, mental, emotional, cultural, and general well-being of the community and its people" through the prevention of drowning and "will encourage this community to become more self-sustaining in their leisure" by learning to swim.

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Actual 2012	Actual 2013	Actual 2014	Projected 2015	Projected 2016
Open Swim Attendance	6,522	5460	5,460	5,500	5,500
Swim Lesson Registrations	367	337	327	330	330
Exclusive Use Pool Rentals	113	51	49	50	50
Exclusive Use Room Rentals	64	82	101	85	85

	Regular Status Personnel Schedule –FTE's				
Position Title	Adopted 2012	Adopted 2013	Adopted 2014	Adopted 2015	Proposed 2016
None					

	Temporary Status Personnel Schedule –(# positions Part Time)				
Position Title	Adopted 2012	Adopted 2013	Adopted 2014	Adopted 2015	Proposed 2016
Pool Manager	2	2	2	2	2
WSI	11	11	11	11	11
Head Guard	2	2	2	2	2
Lifeguard	9	9	9	9	9
Concession Attendant	2	2	2	2	2
Maintenance/Janitorial	2	2	2	2	2

Summary Budget
Department 40 - Redwood Pool

	2012 Actual	2013 Actual	2014 Actual	2014 Adopted	2015 Adopted	2016 Proposed	2017 Proposed
Revenue:							
Public Swimming	24,153	31,071	29,388	25,000	26,000	27,300	28,000
Swim Lessons	21,965	16,199	19,647	20,000	19,000	20,000	20,600
Concessions	9,748	6,120	5,433	7,000	7,000	7,400	7,600
Rentals	10,720	10,118	24,934	10,000	10,000	10,000	10,000
	66,586	63,508	79,402	62,000	62,000	64,700	66,200
Expenditures:							
Salaries & Wages	56,281	56,959	56,498	59,300	59,300	60,300	61,300
Emp. Benefits	6,815	6,913	6,665	4,893	6,170	6,915	7,265
Supplies	10,561	5,570	8,014	6,500	8,100	6,600	9,200
Contractual Serv.	13,582	16,411	16,293	16,200	17,700	18,700	17,700
Utilities	4,671	5,979	7,760	6,000	6,000	6,000	7,000
Repairs & Maint.	3,869	4,501	10,908	6,000	6,000	6,000	7,000
Training/Travel/Dues	3,223	3,253	2,474	3,100	3,600	3,350	3,350
Other Exp.	99	-	374	400	100	100	300
VISA / MC Charges	201	371	743	200	400	400	600
Items for Resale	4,537	5,458	2,697	5,000	6,000	4,000	4,000
Capital outlay	-	8,317	6,957	9,000	25,000	-	20,000
Total Exp	103,839	113,732	119,383	116,593	138,370	112,365	137,715
Net addition to (use of) general revenues	(37,253)	(50,224)	(39,981)	(54,593)	(76,370)	(47,665)	(71,515)

2016 CAPITAL OUTLAY

Replace Diving Board Standard 15,000

Building improvement related capital outlay requests moved to municipal building fund

2017 CAPITAL OUTLAY

Community Room Improvements 20,000

First year of two phase project

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
REDWOOD POOL

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6111 - SALARY PART-TIME		253		365				
6112 - SALARY-SEASONAL TEMP	58,000	55,895	58,000	12,399	59,000	59,000	60,000	60,000
6114 - OVERTIME PART-TIME EMPLOYEES	1,300		1,300		1,300	1,300	1,300	1,300
6124 - OVERTIME-SEASONAL TEMP		351		0				
6105 - SALARIES AND WAGES	**59,300**	**56,498**	**59,300**	**12,765**	**60,300**	**60,300**	**61,300**	**61,300**
6138 - MEDICARE	860	819	860	185	875	875	890	890
6139 - FICA	3,677	3,503	3,675	791	3,740	3,740	3,800	3,800
6141 - PENSIONS-PERA	0	463	0	27				
6142 - WORKERS COMPENSATION	356	1,880	1,635	516	2,300	2,300	2,575	2,575
6125 - EMPLOYEE BENEFITS	**4,893**	**6,665**	**6,170**	**1,520**	**6,915**	**6,915**	**7,265**	**7,265**
6100 - TOTAL PERSONNEL SERVICES	**64,193**	**63,164**	**65,470**	**14,284**	**67,215**	**67,215**	**68,565**	**68,565**
6210 - OFFICE SUPPLIES		106		30				
6211 - SMALL TOOLS & EQUIPMENT	800	803	500	330	500	500	800	800
6214 - CHEMICALS	100	131	100	0	100	100	100	100
6215 - EQUIPMENT-PARTS	600	907	1,000	1,110	1,000	1,000	1,300	1,300
6229 - GENERAL SUPPLIES	5,000	6,068	6,500	364	5,000	5,000	7,000	7,000
6205 - SUPPLIES	**6,500**	**8,014**	**8,100**	**1,834**	**6,600**	**6,600**	**9,200**	**9,200**
6235 - CONSULTANT SERVICES	200		200		200	0	200	0
6237 - TELEPHONE/PAGERS		953		244	0	1,000	1,000	1,000
6239 - PRINTING	500	252	300	252	300	300	300	300
6240 - CLEANING SERVICE/GARBAGE	500	405	200	0	400	400	400	400
6249 - OTHER CONTRACTUAL SERVICES	15,000	14,684	17,000	0	18,000	17,000	18,000	16,000
6230 - CONTRACTUAL SERVICES	**16,200**	**16,293**	**17,700**	**495**	**18,900**	**18,700**	**19,900**	**17,700**
6256 - UTILITIES-NATURAL GAS	6,000	7,760	6,000	893	6,000	6,000	7,000	7,000
6250 - UTILITIES	**6,000**	**7,760**	**6,000**	**893**	**6,000**	**6,000**	**7,000**	**7,000**
6265 - REPAIRS-EQUIPMENT	4,000	4,967	5,000	0	5,000	5,000	5,000	5,000
6266 - REPAIRS-BUILDING	2,000	5,941	1,000	0	1,000	1,000	2,000	2,000
6269 - REPAIRS-OTHER		0		20,248				
6260 - REPAIRS AND MAINTENA	**6,000**	**10,908**	**6,000**	**20,248**	**6,000**	**6,000**	**7,000**	**7,000**
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	500	0	500	0	500	300	500	300
6277 - MILEAGE/AUTO ALLOWANCE	100	0	100	0	100	50	100	50
6280 - DUES & SUBSCRIPTIONS	1,500	1,146	1,500	400	1,500	1,500	1,500	1,500
6281 - UNIFORM/CLOTHING ALLOWANCE	1,000	1,328	1,500	0	1,500	1,500	1,500	1,500
6270 - TRNG/TRAVL/DUES/UNIF	**3,100**	**2,474**	**3,600**	**400**	**3,600**	**3,350**	**3,600**	**3,350**
6200 - TOTAL OPERATING COSTS	**37,800**	**45,449**	**41,400**	**23,871**	**41,100**	**40,650**	**46,700**	**44,250**
6310 - RENTAL EXPENSE	300	0	100	0	100	0	100	0
6330 - SALES/USE TAX		13		0				
6333 - GENERAL-CASH DISCOUNTS		-37		-1				
6351 - VISA/BANK CHARGES	200	743	400	210	400	400	600	600
6399 - OTHER CHARGES	100	398	100	0	100	100	300	300
6301 - OTHER EXPENDITURES	**600**	**1,117**	**600**	**209**	**600**	**500**	**1,000**	**900**
6300 - TOTAL OTHER EXPENDITURES	**600**	**1,117**	**600**	**209**	**600**	**500**	**1,000**	**900**
6425 - VISA/BANK CHARGES	0	0	0	0				
6401 - EXPENDITURES	**0**	**0**	**0**	**0**				
6400 - TOTAL GOLF EXPENDITURES	**0**	**0**	**0**	**0**				
6540 - TAXABLE MISC FOR RESALE	5,000	2,697	6,000	0	6,000	4,000	6,000	4,000

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
REDWOOD POOL

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6501 - TAXABLE/NON-TAXABLE MISC RESAL	**5,000**	**2,697**	**6,000**	**0**	**6,000**	**4,000**	**6,000**	**4,000**
6500 - TOTAL LIQUOR EXPENDITURES	**5,000**	**2,697**	**6,000**	**0**	**6,000**	**4,000**	**6,000**	**4,000**
6735 - CAPITAL OUTLAY-OTHER IMPROVEME			15,000				40,000	20,000
6740 - CAPITAL OUTLAY-MACH/EQ/OTHER	9,000	6,957	10,000	0	15,000	0		
6701 - TOTAL CAPITAL OUTLAY	**9,000**	**6,957**	**25,000**	**0**	**15,000**	**0**	**40,000**	**20,000**
6700 - TOTAL CAPITAL OUTLAY	**9,000**	**6,957**	**25,000**	**0**	**15,000**	**0**	**40,000**	**20,000**
	116,593	**119,383**	**138,470**	**38,364**	**129,915**	**112,365**	**162,265**	**137,715**

CITY OF APPLE VALLEY
2016 BUDGET
ACCOUNT DETAIL

DEPT 40: REDWOOD POOL - 1930

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
	SALARIES							
6110	Regular Employees							
6111	Salary-Parttime							
6112	Salary-Seasonal Temp	58,000	58,000	58,000	59,000	59,000	60,000	60,000
6114	Overtime - Temp	1,300	1,300	1,300	1,300	1,300	1,300	1,300
6123	Salary-Other							
6138	Medicare	860	860	860	875	875	890	890
6139	FICA	3,677	3,675	3,675	3,740	3,740	3,800	3,800
6141	Pension - PERA	-	-	-				
6142	Work Comp Ins	356	1,635	1,635	2,300	2,300	2,575	2,575
6145	Hospital & Life Insurance							
	Total	64,193	65,470	65,470	67,215	67,215	68,565	68,565
6211	**SMALL TOOL & EQUIPMENT**							
	Snack Bar Equip.	800	500	500	500	500	800	800
	Total	800	500	500	500	500	800	800
6214	**CHEMICALS**							
	Misc Chemicals	100	100	100	100	100	100	100
	Total	100	100	100	100	100	100	100
6215	**EQUIPMENT - PARTS**							
		600	1,000	1,000	1,000	1,000	1,300	1,300
	Total	600	1,000	1,000	1,000	1,000	1,300	1,300
6229	**GENERAL SUPPLIES**							
	Lifeguard Equipment	5,000	5,000	5,000	5,000	5,000	7,000	7,000
	AEC		1,500	1,500				
	Total	5,000	6,500	6,500	5,000	5,000	7,000	7,000
6235	**CONSULTANT SERVICES**							
	Staff Vaccinations (Blood Borne)	200	200	200	200		200	
	Total	200	200	200	200	-	200	-
6237	**TELEPHONES**							
		-	-	1,000		1,000	1,000	1,000
	Total	-	-	1,000	-	1,000	1,000	1,000
6239	**PRINTING/PUBLISHING**							
	Pool Passes, Flyers	500	300	300	300	300	300	300
	Total	500	300	300	300	300	300	300
6240	**CLEANING/GARBAGE SERVICE**							
		500	200	400	400	400	400	400
	Total	500	200	400	400	400	400	400
6249	**OTHER CONTRACTUAL SERVICES**							
	Water Management Program	14,000	16,000	16,000	17,000	16,000	17,000	15,000
	WiFi	1,000	1,000	1,000	1,000	1,000	1,000	1,000
	Total	15,000	17,000	17,000	18,000	17,000	18,000	16,000
6256	**UTILITIES - NATURAL GAS**							
		6,000	6,000	6,000	6,000	6,000	7,000	7,000
	Total	6,000	6,000	6,000	6,000	6,000	7,000	7,000
6265	**REPAIRS - EQUIPMENT**							
	Pumps, Filters, Wiring and Lights	4,000	5,000	5,000	5,000	5,000	5,000	5,000
	Total	4,000	5,000	5,000	5,000	5,000	5,000	5,000
6266	**REPAIRS - BUILDING**							
	General Items	2,000	1,000	1,000	1,000	1,000	2,000	2,000
	Total	2,000	1,000	1,000	1,000	1,000	2,000	2,000
6275	**SCHOOL/CONF/EXP - LOCAL**							
	First Aid Training, Lifeguard Cert.	500	500	500	500	300	500	300
	Total	500	500	500	500	300	500	300
6277	**MILEAGE ALLOWANCE**							
	Mileage - Pool staff	100	100	100	100	50	100	50
	Total	100	100	100	100	50	100	50
6280	**DUES & SUBSCRIPTIONS**							
	Misc and Red Cross Fees	1,500	1,500	1,500	1,500	1,500	1,500	1,500
	Total	1,500	1,500	1,500	1,500	1,500	1,500	1,500

CITY OF APPLE VALLEY
2016 BUDGET
ACCOUNT DETAIL

DEPT 40: REDWOOD POOL - 1930

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
6281	**UNIFORM/CLOTHING ALLOWANCE**							
	Swim Suits & Attendant/Lifeguard Shirts	1,000	1,500	1,500	1,500	1,500	1,500	1,500
	Redwood Bldg Attendants							
	Total	1,000	1,500	1,500	1,500	1,500	1,500	1,500
6310	**RENTAL EXPENSE**							
	As Needed	300	100	100	100		100	
	Total	300	100	100	100	-	100	-
6399	**OTHER CHARGES**							
		100	100	100	100	100	300	300
	Total	100	100	100	100	100	300	300
6351	**VISA / MC CHARGES**							
		200	400	400	400	400	600	600
	Total	200	400	400	400	400	600	600
6540	**TAXABLE MISC FOR RESALE**							
	Concession Operation Product	5,000	6,000	6,000	6,000	4,000	6,000	4,000
	Total	5,000	6,000	6,000	6,000	4,000	6,000	4,000
6735	**CAPITAL OUTLAY - OTHER IMPROV**							
	Redwood Building Improvements						40,000	20,000
	Lockeroom floor refinish		15,000	15,000	-	-		
	Community Room upgrades		-	-	-	-		
	Total	-	15,000	15,000	-	-	40,000	20,000
6740	**CAPITAL OUTLAY - MACH/EQ/OTHER**							
	Diving Board Standard/Climbing Wall							
	Replace Diving Board Standard		-	-	15,000			
	Handicap Lift	9,000						
	Diamond Brite Wading Pool		10,000	10,000				
	Total	9,000	10,000	10,000	15,000	-	-	-
	Total Net of Personnel	52,400	73,000	74,200	62,700	45,150	93,700	69,150
	TOTAL EXPENSES	$ 116,593	$ 138,470	$ 139,670	$ 129,915	$ 112,365	$ 162,265	$ 137,715

COMPANY	DEPARTMENT	BUSINESS UNIT	ACTIVITY
1000	41	1845	Recreation Self-Supported Programs

DESCRIPTION OF ACTIVITY

The self-supported programs are those that have greater revenue than expenses. Examples include Adult Athletic Leagues, Adult Open Gym Programs, Youth Camps, and Pre-School Programs.

MAJOR OBJECTIVES FOR 2016

Offer additional adult athletic leagues in current trend areas. Continue to offer a variety of the increasingly popular pre-school programs.

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Actual 2012	Actual 2013	Actual 2014	Projected 2015	Projected 2016
Open Volleyball Participants	7,035	7,350	8700	8500	8500
Adult Athletic Softball League Teams	191	146	161	170	175
Adult Athletic Basketball League Teams	14	16	33	35	36
Adult Athletic Volleyball League Teams	326	322	318	325	325
Adult Athletic Whiffleball League Teams	8	10	9	9	10
Adult Athletic Kickball League Teams	28	30	22	24	24

	Regular Status Personnel Schedule –FTE's				
Position Title	Adopted 2012	Adopted 2013	Adopted 2014	Adopted 2015	Proposed 2016
Building Supervisor	.25	.25	.25	.25	.25

	Temporary Status Personnel Schedule –(# positions Part Time)				
Position Title	Adopted 2012	Adopted 2013	Adopted 2014	Adopted 2015	Proposed 2016
Field Supervisor	2	2	2	2	2
Volleyball Attendant	4	4	4	4	4
Preschool Instructor	5	5	5	5	5
Concession Attendant	4	4	4	4	4
Basketball Supervisor	3	3	3	3	3

Summary Budget
Department 41 - Recreation Self-Supported Programs

	2012 Actual	2013 Actual	2014 Actual	2014 Adopted	2015 Adopted	2016 Proposed	2017 Proposed
Revenue:							
Rec User Fees	72,664	61,279	60,861	65,000	67,000	70,400	79,000
Rec League Entry fees	156,678	137,921	159,724	160,000	153,125	161,250	165,000
	229,342	199,200	220,585	225,000	220,125	231,650	244,000
Expenditures:							
Salaries & Wages	62,062	51,217	50,305	65,016	60,960	54,135	56,430
Emp. Benefits	9,477	7,747	7,254	6,533	6,830	7,045	7,455
Supplies	37,273	29,060	38,371	38,700	34,400	34,500	36,300
Contractual Serv.	70,304	65,392	82,025	73,800	78,000	74,000	78,000
Repairs & Maint.	-	-	-	300	300	300	300
Training/Travel/Dues	1,264	780	1,697	950	975	975	1,375
Other Exp.	9,689	7,481	5,356	14,000	10,500	10,100	9,600
Items for resale	2,832	3,274	2,487	8,000	5,500	3,500	3,500
Capital outlay	-	-	-	-	-	-	
Total Exp	192,901	164,951	187,495	207,299	197,465	184,555	192,960
Net addition to (use of) general revenues	36,441	34,249	33,090	17,701	22,660	47,095	51,040

2016 CAPITAL OUTLAY
None

2017 CAPITAL OUTLAY
None

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
RECREATION SELF-SUPPORTED PROG

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6110 - SALARY-REGULAR EMPLOYEES	0	0	0	0				
6111 - SALARY PART-TIME	10,310	5,774	6,300	4	6,470	6,470	8,650	8,650
6112 - SALARY-SEASONAL TEMP	52,000	44,532	52,000	22,596	53,000	45,000	51,000	45,000
6113 - OVERTIME-REGULAR EMPLOYEES		0		0				
6114 - OVERTIME PART-TIME EMPLOYEES	2,500	0	2,500	0	2,500	2,500	2,500	2,500
6123 - SALARY-OTHER	206		160		165	165	280	280
6124 - OVERTIME-SEASONAL TEMP		0		0				
6105 - SALARIES AND WAGES	**65,016**	**50,305**	**60,960**	**22,600**	**62,135**	**54,135**	**62,430**	**56,430**
6138 - MEDICARE	943	730	885	328	900	900	905	905
6139 - FICA	4,031	3,120	3,780	1,401	3,850	3,850	3,870	3,870
6141 - PENSIONS-PERA	944	2,093	485	916	500	500	670	670
6142 - WORKERS COMPENSATION	615	1,311	1,680	695	1,795	1,795	2,010	2,010
6125 - EMPLOYEE BENEFITS	**6,533**	**7,254**	**6,830**	**3,340**	**7,045**	**7,045**	**7,455**	**7,455**
6100 - TOTAL PERSONNEL SERVICES	**71,549**	**57,559**	**67,790**	**25,940**	**69,180**	**61,180**	**69,885**	**63,885**
6211 - SMALL TOOLS & EQUIPMENT	500	34	200	0	500	300	500	300
6229 - GENERAL SUPPLIES	38,200	38,337	34,200	14,591	34,200	34,200	36,000	36,000
6205 - SUPPLIES	**38,700**	**38,371**	**34,400**	**14,591**	**34,700**	**34,500**	**36,500**	**36,300**
6235 - CONSULTANT SERVICES	55,000	57,273	59,000	19,610	54,000	54,000	57,000	57,000
6239 - PRINTING	300	918	1,000	944	1,000	1,000	1,000	1,000
6249 - OTHER CONTRACTUAL SERVICES	18,500	23,834	18,000	11,352	19,000	19,000	20,000	20,000
6230 - CONTRACTUAL SERVICES	**73,800**	**82,025**	**78,000**	**31,906**	**74,000**	**74,000**	**78,000**	**78,000**
6265 - REPAIRS-EQUIPMENT	300	0	300	0	300	300	300	300
6260 - REPAIRS AND MAINTENA	**300**	**0**	**300**	**0**	**300**	**300**	**300**	**300**
6275 - SCHOOLS/CONFERENCES/EXP LOCAL		0		0				
6277 - MILEAGE/AUTO ALLOWANCE	400	661	400	89	400	400	500	500
6280 - DUES & SUBSCRIPTIONS	350	332	375	0	375	375	375	375
6281 - UNIFORM/CLOTHING ALLOWANCE	200	704	200	0	200	200	500	500
6270 - TRNG/TRAVL/DUES/UNIF	**950**	**1,697**	**975**	**89**	**975**	**975**	**1,375**	**1,375**
6200 - TOTAL OPERATING COSTS	**113,750**	**122,092**	**113,675**	**46,586**	**109,975**	**109,775**	**116,175**	**115,975**
6310 - RENTAL EXPENSE	2,000	873	1,500	1,901	1,500	1,100	1,500	1,100
6330 - SALES/USE TAX		6		0				
6333 - GENERAL-CASH DISCOUNTS		0		0				
6399 - OTHER CHARGES	12,000	4,477	9,000	2,974	9,000	9,000	9,000	8,500
6301 - OTHER EXPENDITURES	**14,000**	**5,356**	**10,500**	**4,875**	**10,500**	**10,100**	**10,500**	**9,600**
6300 - TOTAL OTHER EXPENDITURES	**14,000**	**5,356**	**10,500**	**4,875**	**10,500**	**10,100**	**10,500**	**9,600**
6540 - TAXABLE MISC FOR RESALE	8,000	2,487	5,500	1,351	5,500	3,500	5,500	3,500
6501 - TAXABLE/NON-TAXABLE MISC RESAL	**8,000**	**2,487**	**5,500**	**1,351**	**5,500**	**3,500**	**5,500**	**3,500**
6500 - TOTAL LIQUOR EXPENDITURES	**8,000**	**2,487**	**5,500**	**1,351**	**5,500**	**3,500**	**5,500**	**3,500**
	207,299	**187,494**	**197,465**	**78,752**	**195,155**	**184,555**	**202,060**	**192,960**

CITY OF APPLE VALLEY
2016 BUDGET
ACCOUNT DETAIL
DEPT 41: RECREATION SELF-SUPPORTED PROGRAMS - 1845

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 FROM 15-16 BUDGET	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 DEPT PROP
	SALARIES								
6111	Salary-Parttime	10,310	10,515	10,515	6,470	6,470	6,470	8,650	8,650
6112	Salary-Seasonal Temp	52,000	52,000	52,000	53,000	53,000	45,000	51,000	45,000
6114	Overtime - Temp	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500
6123	Salary-Other	206	260	260	165	165	165	280	280
6138	Medicare	943	950	950	900	900	900	905	905
6139	FICA	4,031	4,050	4,050	3,850	3,850	3,850	3,870	3,870
6141	Pension - PERA	944	810	810	500	500	500	670	670
6142	Work Comp Ins	615	2,020	2,020	1,795	1,795	1,795	2,010	2,010
	Total	71,549	73,105	73,105	69,180	69,180	61,180	69,885	63,885
6211	**SMALL TOOL & EQUIPMENT**								
	JCRP Concession Equip	500	200	200	500	500	300	500	300
	Total	500	200	200	500	500	300	500	300
6229	**GENERAL SUPPLIES**								
	Softball Programs	22,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
	Volleyball Programs	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
	Day Camp Programs	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000
	Basketball Programs	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
	Preschool Programs	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000
	Misc Programs	6,000	4,000	4,000	4,000	4,000	4,000	3,000	3,000
	Kickball Programs	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
	sales tax savings	(2,800)	(2,800)	(2,800)	(2,800)	(2,800)	(2,800)		
	Total	38,200	34,200	34,200	34,200	34,200	34,200	36,000	36,000
6235	**CONSULTANT SERVICES**								
	Miscellaneous Instructor	1,000	1,000	1,000	1,000	1,000	1,000		
	Umpires - Softball	48,000	56,000	56,000	56,000	56,000	56,000		
	Officials - Volleyball	3,000	7,500	7,500	7,500	7,500	7,500		
	Officials - Basketball	3,000	4,500	4,500	4,500	4,500	4,500		
	League Officials							57,000	57,000
					(15,000)	(15,000)	(15,000)		
	Total	55,000	69,000	69,000	54,000	54,000	54,000	57,000	57,000
6239	**PRINTING/PUBLISHING**								
	Schedules, Rules - Softball								
	Schedules, Rules - Volleyball								
	Flyers, etc. - Mid Winter Fest	300	1,000	1,000	1,000	1,000	1,000	1,000	1,000
	Total	300	1,000	1,000	1,000	1,000	1,000	1,000	1,000
6249	**OTHER CONTRACTUAL SERVICES**								
	Tot & Family Programs	20,000	18,000	18,000	19,000	19,000	19,000	20,000	20,000
	Sales tax savings	(1,500)							
	Total	18,500	18,000	18,000	19,000	19,000	19,000	20,000	20,000
6265	**REPAIRS EQUIP**								
		300	300	300	300	300	300	300	300
	Total	300	300	300	300	300	300	300	300
6277	**MILEAGE**								
		400	400	400	400	400	400	500	500
	Total	400	400	400	400	400	400	500	500
6280	**DUES & SUBSCRIPTIONS**								
	Health Dept License - JCRP	350	375	375	375	375	375	375	375
	Total	350	375	375	375	375	375	375	375
6281	**UNIFORM/CLOTHING ALLOWANCE**								
	Staff Shirts - Softball	50	50	50	50	50	50	300	300
	Staff Shirts - Program Staff	150	150	150	150	150	150	200	200
	Total	200	200	200	200	200	200	500	500
6310	**RENTAL EXPENSE**								
	Overnight Campsite - Day Camp	800	800	800	800	800	800		
	General Recreation	1,200	700	700	700	700	300	1,500	1,100
	Total	2,000	1,500	1,500	1,500	1,500	1,100	1,500	1,100
6399	**OTHER CHARGES**								
	Team Reg - Softball	4,000	3,000	3,000	3,000	3,000	3,000	2,500	2,500
	Team Tournament - Softball	2,000	2,000	2,000	2,000	2,000	2,000	1,900	1,900
	Team Reg - Volleyball	200	200	200	200	200	200	200	200
	Team Tournament - Volleyball	300	300	300	300	300	300	300	300
	Team Reg - Basketball	200	200	200	200	200	200	200	200
	Team Tournament - Basketball	300	300	300	300	300	300	300	300
	New Activities	2,500	2,000	2,000	2,000	2,000	2,000	1,600	1,600
	Fees Adult Trips	300	300	300	300	300	300	300	300
	Fees Youth Trips	2,200	1,700	1,700	1,700	1,700	1,700	1,700	1,700
					(1,000)	(1,000)	(1,000)		(500)
	Total	12,000	10,000	10,000	9,000	9,000	9,000	9,000	8,500

CITY OF APPLE VALLEY
2016 BUDGET
ACCOUNT DETAIL

DEPT 41: RECREATION SELF-SUPPORTED PROGRAMS - 1845

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 FROM 15-16 BUDGET	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 DEPT PROP
6540	**CONCESSIONS FOR RESALE**								
	JCRP Concession Operation	8,000	5,500	5,500	5,500	5,500	3,500	5,500	3,500
	Total	8,000	5,500	5,500	5,500	5,500	3,500	5,500	3,500
	Total Net of Personnel	135,750	140,675	140,675	125,975	125,975	123,375	132,175	129,075
	TOTAL EXPENSES	$ 207,299	$ 213,780	$ 213,780	$ 195,155	$ 195,155	$ 184,555	$ 202,060	$ 192,960

Notes:

COMPANY	DEPARTMENT	BUSINESS UNIT	ACTIVITY
1000	42	1900	AV Community Center

DESCRIPTION OF ACTIVITY

Expenses associated with the Apple Valley Community Center operations, which serves as the headquarters to the Parks and Recreation Department. It features meeting rooms, gymnasiums (hardwood and sport court flooring), and game room.

MAJOR OBJECTIVES FOR 2016

Utilize the meeting room and gymnasium space in an efficient manner for residents and rental groups.

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Actual 2012	Actual 2013	Actual 2014	Projected 2015	Projected 2016
Rental Revenue	32,455	39,431	50,734	40,000	40,000

	Regular Status Personnel Schedule –FTE's				
Position Title	Adopted 2012	Adopted 2013	Adopted 2014	Adopted 2015	Proposed 2016
Parks Maintenance II	1	1	1	1	1

	Temporary Status Personnel Schedule –(# positions Part Time)				
Position Title	Adopted 2012	Adopted 2013	Adopted 2014	Adopted 2015	Proposed 2016
Bldg Supervisor	2,934	3,000	3,000	3,000	3,000
Bldg Attendant	3,468	3,000	3,000	3,000	3,000
	6,402	6,000	6,000	6,000	6,000

Summary Budget
Department 42 - AV Community Center

	2012 Actual	2013 Actual	2014 Actual	2014 Adopted	2015 Adopted	2016 Proposed	2017 Proposed
Revenue:							
Rentals	32,455	39,431	50,734	35,000	40,000	45,000	45,000
Expenditures:							
Salaries & Wages	145,094	151,083	147,704	159,785	152,445	152,135	155,410
Emp. Benefits	25,701	34,606	35,093	38,308	40,165	41,875	42,420
Supplies	14,855	17,972	18,204	19,000	22,250	18,950	20,950
Contractual Serv.	6,814	12,168	7,102	10,400	10,500	9,800	9,800
Utilities	54,426	57,122	64,486	60,000	60,000	61,000	62,000
Repairs & Maint.	13,018	7,810	13,640	20,525	17,525	16,525	15,525
Training/Travel/Dues	1,671	597	1,643	2,000	1,600	1,600	1,600
Other Exp.	2	1,263	3,233	350	350	3,100	3,100
Capital outlay	-	30,480	59,819	66,000	25,000	3,000	5,000
Total Exp	261,581	313,101	350,924	376,368	329,835	307,985	315,805
Net addition (use) of general revenues	(229,126)	(273,670)	(300,190)	(341,368)	(289,835)	(262,985)	(270,805)

Building improvement capital outlay request moved to muni building fund

2016 CAPITAL OUTLAY

Office Chairs 3,000

2017 CAPITAL OUTLAY

Meeting Room TV's 5,000

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
AV COMMUNITY CENTER

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6110 - SALARY-REGULAR EMPLOYEES	54,954	59,397	56,500	28,767	57,910	57,910	59,350	59,350
6111 - SALARY PART-TIME	91,585	84,901	88,770	34,508	91,810	86,810	91,630	86,630
6112 - SALARY-SEASONAL TEMP	10,000	2,786	3,000	7,328	3,000	3,000	5,000	5,000
6113 - OVERTIME-REGULAR EMPLOYEES	0		0	331				
6114 - OVERTIME PART-TIME EMPLOYEES		268		0				
6121 - INSURANCE CASH BENEFIT		351		0				
6122 - COMP REQUEST				-331				
6123 - SALARY-OTHER	3,246		4,175		4,415	4,415	4,430	4,430
6124 - OVERTIME-SEASONAL TEMP		0		0				
6105 - SALARIES AND WAGES	**159,785**	**147,704**	**152,445**	**70,604**	**157,135**	**152,135**	**160,410**	**155,410**
6138 - MEDICARE	2,317	2,150	2,310	1,027	2,380	2,380	2,325	2,325
6139 - FICA	9,907	9,191	9,885	4,391	10,175	10,175	9,945	9,945
6141 - PENSIONS-PERA	10,859	9,044	11,210	4,352	11,560	11,560	11,655	11,655
6142 - WORKERS COMPENSATION	4,562	4,317	4,900	2,400	5,295	5,295	5,725	5,725
6144 - LONG-TERM DISABILITY INSURANCE	163	154	160	79	165	165	170	170
6145 - MEDICAL INSURANCE	10,500	9,178	11,700	4,883	12,300	12,300	12,600	12,600
6146 - DENTAL INSURANCE		488		291				
6147 - LIFE INSURANCE-BASIC		11		3				
6148 - LIFE INSURANCE-SUPP/DEPEND		559		121				
6125 - EMPLOYEE BENEFITS	**38,308**	**35,093**	**40,165**	**17,548**	**41,875**	**41,875**	**42,420**	**42,420**
6100 - TOTAL PERSONNEL SERVICES	**198,093**	**182,797**	**192,610**	**88,151**	**199,010**	**194,010**	**202,830**	**197,830**
6210 - OFFICE SUPPLIES	2,500	1,479	2,250	353	2,250	2,250	2,250	2,250
6211 - SMALL TOOLS & EQUIPMENT	2,900	619	1,500	894	1,500	1,500	1,500	1,500
6215 - EQUIPMENT-PARTS	600	134	500	40	500	200	500	200
6229 - GENERAL SUPPLIES	13,000	15,973	18,000	6,994	15,000	15,000	17,000	17,000
6205 - SUPPLIES	**19,000**	**18,204**	**22,250**	**8,280**	**19,250**	**18,950**	**21,250**	**20,950**
6235 - CONSULTANT SERVICES	0	53	0	51				
6237 - TELEPHONE/PAGERS	1,000	749	1,000	393	1,000	1,000	1,000	1,000
6239 - PRINTING	300		300		300	300	300	300
6240 - CLEANING SERVICE/GARBAGE	5,500	3,978	5,500	2,147	5,500	5,500	5,500	5,500
6249 - OTHER CONTRACTUAL SERVICES	3,600	2,323	3,700	819	3,800	3,000	26,800	3,000
6230 - CONTRACTUAL SERVICES	**10,400**	**7,102**	**10,500**	**3,410**	**10,600**	**9,800**	**33,600**	**9,800**
6255 - UTILITIES-ELECTRIC	43,000	33,719	43,000	9,680	43,000	35,000	40,000	36,000
6256 - UTILITIES-NATURAL GAS	16,000	29,956	16,000	9,271	17,000	25,000	25,000	25,000
6257 - UTILITIES-PROPANE/WATER/SEWER	1,000	811	1,000	443	1,000	1,000	1,000	1,000
6250 - UTILITIES	**60,000**	**64,486**	**60,000**	**19,394**	**61,000**	**61,000**	**66,000**	**62,000**
6265 - REPAIRS-EQUIPMENT	2,000	1,634	2,000	1,939	3,000	3,000	3,000	3,000
6266 - REPAIRS-BUILDING	18,000	12,008	15,000	4,169	15,000	13,000	15,000	12,000
6269 - REPAIRS-OTHER	525		525	8,462	525	525	525	525
6260 - REPAIRS AND MAINTENA	**20,525**	**13,641**	**17,525**	**14,570**	**18,525**	**16,525**	**18,525**	**15,525**
6277 - MILEAGE/AUTO ALLOWANCE	200	0	100	0	100	100	100	100
6280 - DUES & SUBSCRIPTIONS		25		0				
6281 - UNIFORM/CLOTHING ALLOWANCE	1,800	1,618	1,500	580	1,500	1,500	1,500	1,500
6270 - TRNG/TRAVL/DUES/UNIF	**2,000**	**1,643**	**1,600**	**580**	**1,600**	**1,600**	**1,600**	**1,600**
6200 - TOTAL OPERATING COSTS	**111,925**	**105,077**	**111,875**	**46,236**	**110,975**	**107,875**	**140,975**	**109,875**
6310 - RENTAL EXPENSE	200	0	200	0	200	0	200	0
6330 - SALES/USE TAX		199		-6				

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
AV COMMUNITY CENTER

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6333 - GENERAL-CASH DISCOUNTS		-51		-16				
6350 - BANK FEES/CHARGES		0		0				
6351 - VISA/BANK CHARGES		3,055		1,388	3,000	3,000	3,000	3,000
6399 - OTHER CHARGES	150	30	150	0	150	100	150	100
6301 - OTHER EXPENDITURES	**350**	**3,233**	**350**	**1,367**	**3,350**	**3,100**	**3,350**	**3,100**
6300 - TOTAL OTHER EXPENDITURES	**350**	**3,233**	**350**	**1,367**	**3,350**	**3,100**	**3,350**	**3,100**
6425 - VISA/BANK CHARGES		0		0				
6401 - EXPENDITURES		**0**		**0**				
6400 - TOTAL GOLF EXPENDITURES		**0**		**0**				
6720 - CAPITAL OUTLAY-FURNITURE & FIX	0		0		3,000	3,000		
6735 - CAPITAL OUTLAY-OTHER IMPROVEME	66,000	59,819	25,000	0	30,000	0	557,000	5,000
6701 - TOTAL CAPITAL OUTLAY	**66,000**	**59,819**	**25,000**	**0**	**33,000**	**3,000**	**557,000**	**5,000**
6700 - TOTAL CAPITAL OUTLAY	**66,000**	**59,819**	**25,000**	**0**	**33,000**	**3,000**	**557,000**	**5,000**
	376,368	**350,926**	**329,835**	**135,753**	**346,335**	**307,985**	**904,155**	**315,805**

CITY OF APPLE VALLEY
2016 BUDGET
ACCOUNT DETAIL

DEPT 42: AV COMMUNITY CENTER - 1900

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 FROM 2015-16 BUDGET	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
	SALARIES								
6110	Salaries Full Time	54,954	56,500	56,500	57,910	57,910	57,910	59,350	59,350
6111	Salary-Parttime	91,585	88,770	88,770	91,810	91,810	86,810	91,630	86,630
6112	Salary-Seasonal Temporary	10,000	3,000	3,000	3,000	3,000	3,000	5,000	5,000
6123	Salary-Other	3,246	4,175	4,175	4,415	4,415	4,415	4,430	4,430
6138	Medicare	2,317	2,310	2,310	2,380	2,380	2,380	2,325	2,325
6139	FICA	9,907	9,885	9,885	10,175	10,175	10,175	9,945	9,945
6141	Pension - PERA	10,859	11,210	11,210	11,560	11,560	11,560	11,655	11,655
6142	Work Comp Ins	4,562	4,900	4,900	5,295	5,295	5,295	5,725	5,725
6144	Long-term Disability Insurance	163	160	160	165	165	165	170	170
6145	Hospital & Life Insurance	10,500	11,700	11,700	12,300	12,300	12,300	12,600	12,600
	Total	198,092	192,610	192,610	199,010	199,010	194,010	202,830	197,830
6210	**OFFICE SUPPLIES**								
		2,500	2,250	2,250	2,250	2,250	2,250	2,250	2,250
	Total	2,500	2,250	2,250	2,250	2,250	2,250	2,250	2,250
6211	**SMALL TOOL & EQUIPMENT**								
	Miscellaneous	1,900	1,500	1,500	1,500	1,500	1,500	1,500	1,500
	Computer - for Maintenance staff	1,000							
	Total	2,900	1,500	1,500	1,500	1,500	1,500	1,500	1,500
6215	**SMALL EQUIPMENT PARTS**								
		600	500	500	500	500	200	500	200
	Total	600	500	500	500	500	200	500	200
6229	**GENERAL SUPPLIES**								
	Program Materials								
	Cleaning Chemicals/Paper Products	13,000	15,000	15,000	15,000	15,000	15,000	17,000	17,000
	AEDs		3,000	3,000					
	Total	13,000	18,000	18,000	15,000	15,000	15,000	17,000	17,000
6237	**TELEPHONE**								
	Phones	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
	Total	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
6239	**PRINTING/PUBLISHING**								
	AV Community Center Brochures	300	300	300	300	300	300	300	300
	Total	300	300	300	300	300	300	300	300
6240	**C. SERVICE/GARBAGE REMOVAL**								
	Garbage Removal/Clean Floors	5,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500
	Total	5,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500
6249	**OTHER CONTRACTUAL SERVICES**								
	Other	3,000	3,000	3,000	3,000	3,000	2,200	3,000	2,200
	WiFi	600	700	700	800	800	800	800	800
	Duct Cleaning							23,000	
	Total	3,600	3,700	3,700	3,800	3,800	3,000	26,800	3,000
6255	**UTILITIES - ELECTRIC**								
		43,000	43,000	43,000	43,000	43,000	35,000	40,000	36,000
	Total	43,000	43,000	43,000	43,000	43,000	35,000	40,000	36,000
6256	**UTILITIES - NATURAL GAS**								
		16,000	16,000	16,000	17,000	17,000	25,000	25,000	25,000
	Total	16,000	16,000	16,000	17,000	17,000	25,000	25,000	25,000
6257	**UTILITIES - OTHER**								
	Water/Sewer/Propane	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
	Total	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
6265	**REPAIRS - EQUIPMENT**								
	Miscellaneous	2,000	2,000	2,000	3,000	3,000	3,000	3,000	3,000
	Total	2,000	2,000	2,000	3,000	3,000	3,000	3,000	3,000
6266	**REPAIRS - BUILDING**								
		18,000	15,000	15,000	15,000	15,000	13,000	15,000	12,000
	Total	18,000	15,000	15,000	15,000	15,000	13,000	15,000	12,000
6269	**REPAIRS - OTHER**								
		525	525	525	525	525	525	525	525
	Total	525	525	525	525	525	525	525	525
6277	**MILEAGE ALLOWANCE**								
	Part-Time Staff	200	100	100	100	100	100	100	100
	Total	200	100	100	100	100	100	100	100

CITY OF APPLE VALLEY
2016 BUDGET
ACCOUNT DETAIL

DEPT 42: AV COMMUNITY CENTER - 1900

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 FROM 2015-16 BUDGET	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
6281	**UNIFORM/CLOTHING ALLOWANCE**								
		1,800	1,500	1,500	1,500	1,500	1,500	1,500	1,500
	Total	1,800	1,500	1,500	1,500	1,500	1,500	1,500	1,500
6310	**RENTAL EXPENSE**								
		200	200	200	200	200		200	
	Total	200	200	200	200	200	-	200	-
6351	**VISA/BANK CHARGES**								
				3,000		3,000	3,000	3,000	3,000
	Total	-	-	3,000	-	3,000	3,000	3,000	3,000
6399	**OTHER CHARGES**								
	Misc	150	150	150	150	150	100	150	100
	Total	150	150	150	150	150	100	150	100
6735	**CAPITAL OUTLAY - OTHER IMPROVEMENTS**								
	Restore Hardwood Gym Floor								
	ADA Compliant Exterior Doors		10,000	10,000					
	Replace Ceiling Tiles				5,000	5,000		5,000	
	Building Lobby Improvements				25,000	25,000	25,000		
	Replace Multi-Purpose Rm Divider Wall		15,000	15,000					
	Replace All Purpose Room Floor	20,000							
	Auto Floor Scrubber Machine	10,000							
	Volleyball Standards	15,000							
	Kaivac Machine	6,000							
	Hallways Aggregate Floor Re-Do	15,000							
	Replace Boilers							250,000	
	Replace Office Carpet							50,000	50,000
	Front Counter Glass Enclosure							12,000	12,000
	Lobby/Hallway Lighting							10,000	10,000
	Meeting Room TVs							5,000	5,000
	Replace Sport Court Flooring							100,000	
	Re-Roof Sport Court Gym							100,000	
	Interior Painting							25,000	25,000
	Move to Building Improvement Fund								(97,000)
	Move to Building Improvement Fund						(25,000)		
	Total	66,000	25,000	25,000	30,000	30,000	-	557,000	5,000
6720	**CAPITAL OUTLAY - OFFICE FURN**								
	Office Chairs				3,000	3,000	3,000		
	Total	-	-	-	3,000	3,000	3,000	-	-
	Total Net of Personnel	178,275	137,225	140,225	144,325	147,325	113,975	701,325	117,975
	TOTAL EXPENSES	$ 376,368	$ 329,835	$ 332,835	$ 343,335	$ 346,335	$ 307,985	$ 904,155	$ 315,805

COMPANY	DEPARTMENT	BUSINESS UNIT	ACTIVITY
1000	44	1940	Aquatic Swim Center

DESCRIPTION OF ACTIVITY

The Apple Valley Family Aquatic Center is a child friendly family water park located in Johnny Cake Ridge Park. It is operated by the parks and recreation department as a general fund recreational facility. It contains two pools, a leisure pool and a lazy river pool, both of which has zero depth entries and fully accessible. The capacity of the facility is 1,900 people. The facility operates 12 hours per day typically, weather permitting. Water play features are distributed around a zero depth entry in the leisure pool. The facility has six water slides, two of which require inner tubes and empty into the lazy river. There are additional sand play areas, picnic shelters and a large number of lounge chairs for patrons. The concession operation serves a variety of snack foods, fountain drinks and treats.

MAJOR OBJECTIVES FOR 2016

Department efforts to have our message seen at a facility were 65,000 people walk through the gates each summer will further maximize our information outreach without additional expenditures.

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Actual 2012	Actual 2013	Actual 2014	Projected 2015	Projected 2016
Open Swim Attendance	65,060	64,513	58,802	65,000	65,000
Resident Punch Card Sales	2,267	1,274	1,259	1,300	1,300
Non-Resident Punch Card Sales	252	200	238	200	200
Group Reservations	116	157	141	150	150

	Regular Status Personnel Schedule –FTE's				
Position Title	Adopted 2012	Adopted 2013	Adopted 2014	Adopted 2015	Proposed 2016
None					

	Temporary Status Personnel Schedule –(# positions Part Time)				
Position Title	Adopted 2012	Adopted 2013	Adopted 2014	Adopted 2015	Proposed 2016
Pool Manager	2	2	2	2	2
Concession Supervisor	1	1	1	1	1
Head Guard	13	13	13	13	13
Office Supervisor	1	1	1	1	1
Lifeguard	80	80	80	80	80
Attendant	26	26	26	26	26

Summary Budget
Department 44 - Aquatic Swim Center

	2012 Actual	2013 Actual	2014 Actual	2014 Adopted	2015 Adopted	2016 Proposed	2017 Proposed
Revenue:							
Swim Center Revenues	521,602	471,307	504,945	520,000	520,000	546,000	556,000
Swim Center Concessions	87,125	110,898	72,673	90,000	90,000	94,500	97,300
Swim Center Rentals	7,408	9,663	8,612	5,000	8,000	10,000	10,300
	616,135	591,868	586,230	615,000	618,000	650,500	663,600
Expenditures:							
Salaries & Wages	291,060	281,137	257,734	285,000	285,000	292,500	287,500
Emp. Benefits	32,489	32,468	29,435	23,767	29,450	33,540	35,245
Supplies	23,482	30,696	31,447	32,900	32,800	33,800	35,500
Contractual Serv.	85,393	71,623	71,121	87,500	82,600	77,600	77,600
Utilities	81,437	96,453	105,048	95,000	100,000	103,000	103,000
Repairs & Maint.	3,803	2,741	9,983	20,000	11,000	11,000	11,000
Training/Travel/Dues	8,149	9,090	8,636	10,500	9,200	9,700	9,700
Other Exp.	26	6,143	307	1,300	600	600	600
Credit Card Fees	5,535	-	6,037	6,000	6,000	6,000	6,000
Items for Resale	52,761	49,794	54,314	55,000	55,000	58,000	58,000
Capital Outlay	7,242	22,521	5,287	55,000	58,000	-	44,000
Total Exp	591,377	602,666	579,349	671,967	669,650	625,740	668,145
Net addition to (use of) general revenues	24,758	(10,798)	6,881	(56,967)	(51,650)	24,760	(4,545)

Building improvement capital outlay requests moved to muni building fund

2016 CAPITAL OUTLAY
None

2017 CAPITAL OUTLAY

Cabanas	16,000
Coolers & Freezers	13,000
POS System	15,000
	44,000

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
AQUATIC SWIM CENTER

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6111 - SALARY PART-TIME		12,284		2,351			294,000	0
6112 - SALARY-SEASONAL TEMP	281,500	245,171	281,500	74,116	289,000	289,000	0	284,000
6113 - OVERTIME-REGULAR EMPLOYEES		162		0				
6114 - OVERTIME PART-TIME EMPLOYEES	3,500	0	3,500	0	3,500	3,500	3,500	3,500
6124 - OVERTIME-SEASONAL TEMP		117		1,385				
6105 - SALARIES AND WAGES	**285,000**	**257,734**	**285,000**	**77,852**	**292,500**	**292,500**	**297,500**	**287,500**
6138 - MEDICARE	4,133	3,737	4,135	1,129	4,240	4,240	4,315	4,315
6139 - FICA	17,670	15,978	17,470	4,827	18,135	18,135	18,445	18,445
6141 - PENSIONS-PERA	254	901	0	132				
6142 - WORKERS COMPENSATION	1,710	8,819	7,845	3,093	11,165	11,165	12,485	12,485
6125 - EMPLOYEE BENEFITS	**23,767**	**29,435**	**29,450**	**9,180**	**33,540**	**33,540**	**35,245**	**35,245**
6100 - TOTAL PERSONNEL SERVICES	**308,767**	**287,169**	**314,450**	**87,032**	**326,040**	**326,040**	**332,745**	**322,745**
6210 - OFFICE SUPPLIES	400	625	200	0	200	200	500	500
6211 - SMALL TOOLS & EQUIPMENT	2,000	3,304	1,400	625	1,400	1,400	2,000	2,000
6214 - CHEMICALS	1,500	3,122	1,700	2,163	1,700	3,000	2,000	3,300
6215 - EQUIPMENT-PARTS	1,000	2,503	1,500	476	1,500	1,500	2,000	2,000
6229 - GENERAL SUPPLIES	28,000	21,894	28,000	5,803	29,000	27,700	29,000	27,700
6205 - SUPPLIES	**32,900**	**31,447**	**32,800**	**9,067**	**33,800**	**33,800**	**35,500**	**35,500**
6231 - LEGAL SERVICES		0		0				
6235 - CONSULTANT SERVICES	500	0	200	0	200	200	200	200
6237 - TELEPHONE/PAGERS	6,000	4,916	5,400	1,976	5,400	5,400	5,400	5,400
6239 - PRINTING	1,500	895	1,000	895	1,000	1,000	1,000	1,000
6240 - CLEANING SERVICE/GARBAGE	2,500	2,109	2,000	0	2,000	2,000	2,000	2,000
6249 - OTHER CONTRACTUAL SERVICES	77,000	63,202	74,000	0	74,000	69,000	74,000	69,000
6230 - CONTRACTUAL SERVICES	**87,500**	**71,121**	**82,600**	**2,870**	**82,600**	**77,600**	**82,600**	**77,600**
6255 - UTILITIES-ELECTRIC	45,000	41,279	45,000	1,408	45,000	45,000	45,000	45,000
6256 - UTILITIES-NATURAL GAS	40,000	52,306	45,000	1,267	48,000	48,000	48,000	48,000
6257 - UTILITIES-PROPANE/WATER/SEWER	10,000	11,463	10,000	0	10,000	10,000	10,000	10,000
6250 - UTILITIES	**95,000**	**105,048**	**100,000**	**2,675**	**103,000**	**103,000**	**103,000**	**103,000**
6265 - REPAIRS-EQUIPMENT	10,000	2,824	5,000	13,883	5,000	5,000	5,000	5,000
6266 - REPAIRS-BUILDING	5,000	2,344	2,000	708	2,000	2,000	2,000	2,000
6269 - REPAIRS-OTHER	5,000	4,816	4,000	0	4,000	4,000	4,000	4,000
6260 - REPAIRS AND MAINTENA	**20,000**	**9,983**	**11,000**	**14,591**	**11,000**	**11,000**	**11,000**	**11,000**
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	1,000	0	700	0	700	700	700	700
6277 - MILEAGE/AUTO ALLOWANCE	500	621	500	0	500	500	500	500
6280 - DUES & SUBSCRIPTIONS	3,000	2,589	3,000	100	3,500	3,500	3,500	3,500
6281 - UNIFORM/CLOTHING ALLOWANCE	6,000	5,426	5,000	0	5,000	5,000	5,000	5,000
6270 - TRNG/TRAVL/DUES/UNIF	**10,500**	**8,636**	**9,200**	**100**	**9,700**	**9,700**	**9,700**	**9,700**
6200 - TOTAL OPERATING COSTS	**245,900**	**226,235**	**235,600**	**29,303**	**240,100**	**235,100**	**241,800**	**236,800**
6310 - RENTAL EXPENSE	500	164	300	180	300	300	300	300
6320 - REFUNDS & REIMBURSEMENTS	500		200		200	200	200	200
6322 - UNCOLLECTIBLE CHECKS/ACCOUNTS	200	0	0	0				
6330 - SALES/USE TAX		11		0				
6333 - GENERAL-CASH DISCOUNTS		-9		-7				
6351 - VISA/BANK CHARGES	6,000	6,037	6,000	210	6,000	6,000	6,000	6,000
6399 - OTHER CHARGES	100	140	100	17	100	100	100	100
6301 - OTHER EXPENDITURES	**7,300**	**6,344**	**6,600**	**400**	**6,600**	**6,600**	**6,600**	**6,600**

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
AQUATIC SWIM CENTER

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6300 - TOTAL OTHER EXPENDITURES	**7,300**	**6,344**	**6,600**	**400**	**6,600**	**6,600**	**6,600**	**6,600**
6425 - VISA/BANK CHARGES	0	0	0	0				
6401 - EXPENDITURES	**0**	**0**	**0**	**0**				
6400 - TOTAL GOLF EXPENDITURES	**0**	**0**	**0**	**0**				
6540 - TAXABLE MISC FOR RESALE	55,000	54,276	55,000	1,701	58,000	58,000	58,000	58,000
6545 - NON-TAXABLE MISC FOR RESALE		37		0				
6501 - TAXABLE/NON-TAXABLE MISC RESAL	**55,000**	**54,314**	**55,000**	**1,701**	**58,000**	**58,000**	**58,000**	**58,000**
6500 - TOTAL LIQUOR EXPENDITURES	**55,000**	**54,314**	**55,000**	**1,701**	**58,000**	**58,000**	**58,000**	**58,000**
6740 - CAPITAL OUTLAY-MACH/EQ/OTHER	55,000	5,287	58,000	0	95,000	0	290,000	44,000
6701 - TOTAL CAPITAL OUTLAY	**55,000**	**5,287**	**58,000**	**0**	**95,000**	**0**	**290,000**	**44,000**
6700 - TOTAL CAPITAL OUTLAY	**55,000**	**5,287**	**58,000**	**0**	**95,000**	**0**	**290,000**	**44,000**
	671,967	**579,349**	**669,650**	**118,436**	**725,740**	**625,740**	**929,145**	**668,145**

CITY OF APPLE VALLEY
2016 BUDGET
ACCOUNT DETAIL

DEPT 44: AQUATIC SWIM CENTER - 1940

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 FROM 15-16 BUDGET	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
6111	Salary-Parttime							294,000	
6112	Salary-Seasonal Temp	281,500	281,500	281,500	289,000	289,000	289,000		284,000
6114	Overtime - Temp	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500
6123	Salary-Other								
6138	Medicare	4,133	4,135	4,135	4,240	4,240	4,240	4,315	4,315
6139	FICA	17,670	17,470	17,470	17,470	18,135	18,135	18,445	18,445
6141	Pension - PERA	254							
6142	Work Comp Ins	1,710	7,845	7,845	8,455	11,165	11,165	12,485	12,485
6145	Hospital & Life Insurance								
	Total	308,766	314,450	314,450	322,665	326,040	326,040	332,745	322,745
6210	**OFFICE SUPPLIES**								
		400	200	200	200	200	200	500	500
	Total	400	200	200	200	200	200	500	500
6211	**SMALL TOOL & EQUIPMENT**								
		2,000	1,400	1,400	1,400	1,400	1,400	2,000	2,000
	Total	2,000	1,400	1,400	1,400	1,400	1,400	2,000	2,000
6214	**CHEMICALS**								
	Cleaning Fluid, Chlorine, etc.	1,500	1,700	1,700	1,700	1,700	3,000	2,000	3,300
	Total	1,500	1,700	1,700	1,700	1,700	3,000	2,000	3,300
6215	**EQUIPMENT - PARTS**								
		1,000	1,500	1,500	1,500	1,500	1,500	2,000	2,000
	Total	1,000	1,500	1,500	1,500	1,500	1,500	2,000	2,000
6229	**GENERAL SUPPLIES**								
	Lifeguard Equipment	20,000	20,000	20,000	20,000	20,000	18,700	20,000	18,700
	Chairs, Tubes, Funbrella Canvas	8,000	8,000	8,000	9,000	9,000	9,000	9,000	9,000
	Total	28,000	28,000	28,000	29,000	29,000	27,700	29,000	27,700
6235	**CONSULTANT SERVICES**								
	Staff Vaccinations (Blood Borne)	500	200	200	200	200	200	200	200
	Total	500	200	200	200	200	200	200	200
6237	**TELEPHONE/PAGERS**								
		6,000	5,400	5,400	5,400	5,400	5,400	5,400	5,400
	Total	6,000	5,400	5,400	5,400	5,400	5,400	5,400	5,400
6239	**PRINTING/PUBLISHING**								
	Passes, Flyers	1,500	1,000	1,000	1,000	1,000	1,000	1,000	1,000
	Total	1,500	1,000	1,000	1,000	1,000	1,000	1,000	1,000
6240	**GARBAGE SERVICE**								
		2,500	2,000	2,000	2,000	2,000	2,000	2,000	2,000
	Total	2,500	2,000	2,000	2,000	2,000	2,000	2,000	2,000
6249	**CONTRACTUAL SERVICE**								
	Water Mgmt Program	73,000	70,000	70,000	70,000	70,000	65,000	70,000	65,000
	Floor Resurfacing	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000
	WiFi	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
	Total	77,000	74,000	74,000	74,000	74,000	69,000	74,000	69,000
6255	**UTILITIES - ELECTRIC**								
		45,000	45,000	45,000	45,000	45,000	45,000	45,000	45,000
	Total	45,000	45,000	45,000	45,000	45,000	45,000	45,000	45,000
6256	**UTILITIES - NATURAL GAS**								
		40,000	45,000	45,000	48,000	48,000	48,000	48,000	48,000
	Total	40,000	45,000	45,000	48,000	48,000	48,000	48,000	48,000
6257	**UTILITIES - PROPANE & WATER**								
		10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
	Total	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
6265	**REPAIRS - EQUIPMENT**								
	Pumps, Filters, Wiring and Lights	10,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
	Total	10,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
6266	**REPAIRS - BUILDINGS**								
	Miscellaneous	5,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000
	Total	5,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000
6269	**REPAIRS - OTHER**								
	Miscellaneous	5,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000
	Total	5,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000
6275	**SCHOOL/CONF/EXP - LOCAL**								
	First Aid Training, Lifeguard Cert.	1,000	700	700	700	700	700	700	700
	Total	1,000	700	700	700	700	700	700	700
6277	**MILEAGE ALLOWANCE**								
	Mileage - Pool staff	500	500	500	500	500	500	500	500
	Total	500	500	500	500	500	500	500	500
6280	**DUES & SUBSCRIPTIONS**								
	American Red Cross	3,000	3,000	3,000	3,500	3,500	3,500	3,500	3,500
	Total	3,000	3,000	3,000	3,500	3,500	3,500	3,500	3,500

CITY OF APPLE VALLEY
2016 BUDGET
ACCOUNT DETAIL

DEPT 44: AQUATIC SWIM CENTER - 1940

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 FROM 15-16 BUDGET	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
6281	**UNIFORM/CLOTHING ALLOWANCE**								
	Swim Suits/Staff Apparel	6,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
	Total	6,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
6310	**RENTAL EXPENSE**								
	As Needed								
	Pool rentals for preseason trainings	500	300	300	300	300	300	300	300
	Total	500	300	300	300	300	300	300	300
6320	**REFUNDS & REIMBURSEMENTS**								
		500	200	200	200	200	200	200	200
	Total	500	200	200	200	200	200	200	200
6322	**Uncollectible Checks**								
		200	-	-	-	-	-		
	Total	200	-	-	-	-	-	-	-
6399	**OTHER CHARGES**								
		100	100	100	100	100	100	100	100
	Total	100	100	100	100	100	100	100	100
6351	**VISA/Bank Charges**								
		6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000
	Total	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000
6540	**TAXABLE MISC FOR RESALE**								
	Pop and Concessions	55,000	55,000	55,000	58,000	58,000	58,000	58,000	58,000
	Total	55,000	55,000	55,000	58,000	58,000	58,000	58,000	58,000
6740	**CAPITAL OUTLAY - OTHER ITEMS**								
	Fiberdek Replacement								
	Handicap Lift & Railings	10,000							
	Pool Vacuum	5,000							
	Improvements for Concessions	5,000	-	-	15,000	15,000			
	Diamond Brite Pool Shell - Diving Well	35,000	45,000	45,000					
	Handicap Accessibility Railings		5,000	5,000					
	Funbrella Replacements		-	-	15,000	20,000			
	Tablet-based POS		8,000	8,000					
	Lifeguard Sun Protectors		-	-	15,000	15,000			
	Building ReRoofing		-	-	45,000	45,000			
	Bathhouse Floor Resurfacing				-	-	-	40,000	
	Coolers and Freezers							13,000	13,000
	Diamond Brite Pool Shell Lap Lanes							80,000	
	POS Sysem							15,000	15,000
	Rental Cabanas							22,000	16,000
	Slide Resurfacing							120,000	
	Total	55,000	58,000	58,000	90,000	95,000	-	290,000	44,000
	Total Net of Personnel	363,200	355,200	355,200	394,700	399,700	299,700	596,400	345,400
	TOTAL EXPENSES	$ 671,967	$ 669,650	$ 669,650	$ 717,365	$ 725,740	$ 625,740	$ 929,145	$ 668,145

COMPANY	DEPARTMENT	BUSINESS UNIT	ACTIVITY
1000	45	1920	Apple Valley Senior Center

Expenses related to the operation of the Apple Valley Senior Center. The Senior Center provides modern amenities and areas for meetings and special events with seating for up to 224 in the 21,000 square foot facility.

MAJOR OBJECTIVES FOR 2016

Market the facility to possible rental groups for increased revenue. Also, utilize the facility to serve the recreational interests of our senior population.

2014/2015 Senior Center Members (7/1/14-6/30/15): 954
Individual City Breakdown: Apple Valley – 640; Burnsville – 104; Lakeville – 65; Rosemount – 60; Eagan – 48; Farmington – 16; Bloomington – 15; All Others – 6

Department Priority: 1

Comprehensive Plan: Key 6 – Play and Preserve, Key 7 – Healthy and Active, Key 8 – Accessible.

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Actual 2012	Actual 2013	Actual 2014	Projected 2015	Projected 2016
Senior Center Members	884	904	954	1,000	1,000
Large Event Rentals	80	111	88	90	90
Meeting Room Rentals	60	107	99	100	100

	Regular Status Personnel Schedule –FTE's				
Position Title	Adopted 2012	Adopted 2013	Adopted 2014	Adopted 2015	Proposed 2016
Recreation Supervisor II	1	1	1	1	1
Building Supervisor	2	2	2	2	2
Maintenance II	1	1	1	1	1

	Temporary Status Personnel Schedule –(# hours)				
Position Title	Adopted 2012	Adopted 2013	Adopted 2014	Adopted 2015	Proposed 2016
Building Supervisor	2580	2580	2580	3640	4300

Summary Budget Department 45 - Apple Valley Senior Center							
	2012 Actual	2013 Actual	2014 Actual	2014 Adopted	2015 Adopted	2016 Proposed	2017 Proposed
Revenue:							
Rentals	37,622	60,794	70,126	42,000	65,000	67,000	65,000
Rec Senior Revenue-Reimb.	(643)	820	1,086	1,000	1,000	1,100	1,100
Rec Senior Programs	3,778	7,691	21,726	15,000	8,000	11,000	13,800
	40,757	69,305	92,938	58,000	74,000	79,100	79,900
Expenditures:							
Salaries & Wages	165,958	198,092	213,232	189,481	203,365	207,270	214,250
Emp. Benefits	48,792	53,805	57,770	53,679	58,855	65,870	68,845
Supplies	9,966	10,675	14,011	13,800	15,900	14,000	14,000
Contractual Serv.	15,610	20,242	28,983	17,000	16,800	18,700	21,500
Utilities	25,224	27,210	30,630	25,000	30,000	31,000	32,000
Repairs & Maint.	4,574	1,403	8,267	4,000	5,500	6,250	6,250
Training/Travel/Dues	378	451	722	600	700	700	800
Other Exp.	863	94	487	1,000	1,000	500	500
Credit Card Fees	342	594	700	1,000	1,000	1,000	1,000
Capital outlay	-	6,607	2,400	5,000	15,000	-	15,000
Total Exp	271,707	319,173	357,202	310,560	348,120	345,290	374,145
Net addition to (use of) general revenues	(230,950)	(249,868)	(264,264)	(252,560)	(274,120)	(266,190)	(294,245)

Building improvement capital outlay requests moved to muni building fund

2016 Capital Outlay
None

2017 Capital Outlay

Banquet Chairs $15,000

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
APPLE VALLEY SENIOR CENTER

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6110 - SALARY-REGULAR EMPLOYEES	124,112	127,868	127,040	90,337	130,215	130,215	133,460	133,460
6111 - SALARY PART-TIME	61,654	84,559	71,385	39,906	71,740	71,740	75,625	75,625
6112 - SALARY-SEASONAL TEMP		102		1,147				
6114 - OVERTIME PART-TIME EMPLOYEES		0		0				
6121 - INSURANCE CASH BENEFIT		703		0				
6123 - SALARY-OTHER	3,715		4,940		5,315	5,315	5,435	5,435
6105 - SALARIES AND WAGES	**189,481**	**213,232**	**203,365**	**131,390**	**207,270**	**207,270**	**214,520**	**214,520**
6138 - MEDICARE	2,747	3,070	2,950	1,830	3,005	3,005	3,110	3,110
6139 - FICA	11,748	13,127	12,610	7,824	12,850	12,850	13,300	13,300
6141 - PENSIONS-PERA	13,737	15,421	15,065	8,242	15,355	15,355	15,900	15,900
6142 - WORKERS COMPENSATION	4,080	4,788	4,470	2,710	4,170	4,170	4,840	4,840
6144 - LONG-TERM DISABILITY INSURANCE	367	348	360	192	370	370	375	375
6145 - MEDICAL INSURANCE	21,000	18,356	23,400	11,852	30,120	30,120	31,320	31,320
6146 - DENTAL INSURANCE		1,578		1,048				
6147 - LIFE INSURANCE-BASIC		22		6				
6148 - LIFE INSURANCE-SUPP/DEPEND		1,059		90				
6125 - EMPLOYEE BENEFITS	**53,679**	**57,770**	**58,855**	**33,794**	**65,870**	**65,870**	**68,845**	**68,845**
6100 - TOTAL PERSONNEL SERVICES	**243,160**	**271,002**	**262,220**	**165,184**	**273,140**	**273,140**	**283,365**	**283,365**
6210 - OFFICE SUPPLIES	300	310	400	161	500	500	500	500
6211 - SMALL TOOLS & EQUIPMENT	2,000	408	1,000	181	1,000	1,000	1,000	1,000
6215 - EQUIPMENT-PARTS	500	423	500	859	500	500	500	500
6229 - GENERAL SUPPLIES	11,000	12,869	14,000	3,731	12,000	12,000	12,000	12,000
6205 - SUPPLIES	**13,800**	**14,011**	**15,900**	**4,931**	**14,000**	**14,000**	**14,000**	**14,000**
6235 - CONSULTANT SERVICES		53		51				
6237 - TELEPHONE/PAGERS	0	0	0	17				
6239 - PRINTING	1,000	735	1,000	0	1,000	1,000	1,000	1,000
6240 - CLEANING SERVICE/GARBAGE	1,000	323	500	287	1,000	500	1,000	500
6249 - OTHER CONTRACTUAL SERVICES	15,000	27,872	15,300	13,422	17,200	17,200	20,000	20,000
6230 - CONTRACTUAL SERVICES	**17,000**	**28,983**	**16,800**	**13,777**	**19,200**	**18,700**	**22,000**	**21,500**
6255 - UTILITIES-ELECTRIC	18,000	21,888	22,000	7,636	23,000	23,000	23,000	23,000
6256 - UTILITIES-NATURAL GAS	4,500	7,870	5,000	2,290	5,000	5,000	6,000	6,000
6257 - UTILITIES-PROPANE/WATER/SEWER	2,500	873	3,000	248	3,000	3,000	3,000	3,000
6250 - UTILITIES	**25,000**	**30,630**	**30,000**	**10,174**	**31,000**	**31,000**	**32,000**	**32,000**
6265 - REPAIRS-EQUIPMENT	1,000	532	1,500	142	2,000	1,250	2,000	1,250
6266 - REPAIRS-BUILDING	3,000	7,735	4,000	1,337	5,000	5,000	5,000	5,000
6260 - REPAIRS AND MAINTENA	**4,000**	**8,267**	**5,500**	**1,479**	**7,000**	**6,250**	**7,000**	**6,250**
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	200	168	200	50	200	200	200	200
6277 - MILEAGE/AUTO ALLOWANCE	100	164	200	98	200	200	200	200
6280 - DUES & SUBSCRIPTIONS	100	30	100	25	100	100	100	100
6281 - UNIFORM/CLOTHING ALLOWANCE	200	360	200	30	200	200	300	300
6270 - TRNG/TRAVL/DUES/UNIF	**600**	**722**	**700**	**203**	**700**	**700**	**800**	**800**
6200 - TOTAL OPERATING COSTS	**60,400**	**82,613**	**68,900**	**30,564**	**71,900**	**70,650**	**75,800**	**74,550**
6310 - RENTAL EXPENSE	0	368	0	0				
6330 - SALES/USE TAX		30		0				
6333 - GENERAL-CASH DISCOUNTS		-20		-10				
6351 - VISA/BANK CHARGES	1,000	700	1,000	149	1,000	1,000	1,000	1,000
6399 - OTHER CHARGES	1,000	110	1,000	0	1,000	500	1,000	500

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
APPLE VALLEY SENIOR CENTER

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6301 - OTHER EXPENDITURES	**2,000**	**1,187**	**2,000**	**139**	**2,000**	**1,500**	**2,000**	**1,500**
6300 - TOTAL OTHER EXPENDITURES	**2,000**	**1,187**	**2,000**	**139**	**2,000**	**1,500**	**2,000**	**1,500**
6425 - VISA/BANK CHARGES	0	0	0	0				
6401 - EXPENDITURES	**0**	**0**	**0**	**0**				
6400 - TOTAL GOLF EXPENDITURES	**0**	**0**	**0**	**0**				
6720 - CAPITAL OUTLAY-FURNITURE & FIX	0	0	0	0				
6725 - CAPITAL OUTLAY-OFFICE EQUIP	5,000	2,400	0	0				
6730 - CAPITAL OUTLAY-TRANSPORTATION			15,000					
6735 - CAPITAL OUTLAY-OTHER IMPROVEME					22,000	0	85,000	15,000
6701 - TOTAL CAPITAL OUTLAY	**5,000**	**2,400**	**15,000**	**0**	**22,000**	**0**	**85,000**	**15,000**
6700 - TOTAL CAPITAL OUTLAY	**5,000**	**2,400**	**15,000**	**0**	**22,000**	**0**	**85,000**	**15,000**
	310,560	**357,202**	**348,120**	**195,887**	**369,040**	**345,290**	**446,165**	**374,415**

CITY OF APPLE VALLEY
2016 BUDGET
ACCOUNT DETAIL

DEPT 45: APPLE VALLEY SENIOR CENTER - 1920

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 FROM 15-16 BUDGET	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
6110	**SALARIES**	124,112	127,040	127,040	130,215	130,215	130,215	133,460	133,460
6111	Salary-Parttime	61,654	71,385	71,385	73,400	71,740	71,740	75,625	75,625
6112	Salary-Seasonal Temporary								
6123	Salary-Other	3,715	4,940	4,940	5,060	5,315	5,315	5,435	5,435
6138	Medicare	2,747	2,950	2,950	3,025	3,005	3,005	3,110	3,110
6139	FICA	11,748	12,610	12,610	12,935	12,850	12,850	13,300	13,300
6141	Pension - PERA	13,737	15,065	15,065	15,465	15,355	15,355	15,900	15,900
6142	Work Comp Ins	4,080	4,470	4,470	4,820	4,170	4,170	4,840	4,840
6144	Long-term Disability Insurance	367	360	360	370	370	370	375	375
6145	Hospital & Life Insurance	21,000	23,400	23,400	24,600	30,120	30,120	31,320	31,320
	Total	243,160	262,220	262,220	269,890	273,140	273,140	283,365	283,365
6210	**OFFICE SUPPLIES**								
		300	400	400	500	500	500	500	500
	Total	300	400	400	500	500	500	500	500
6211	**SMALL TOOL & EQUIPMENT**								
		2,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
	Total	2,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
6215	**SMALL EQUIPMENT PARTS**								
		500	500	500	500	500	500	500	500
	Total	500	500	500	500	500	500	500	500
6229	**GENERAL SUPPLIES**								
	Heat Pump Pipes/Fittings/Connectors		3,000	3,000					
	Program Materials	5,500	5,500	5,500	6,000	6,000	6,000	6,000	6,000
	Cleaning Chemicals/Paper Products	5,500	5,500	5,500	6,000	6,000	6,000	6,000	6,000
	Total	11,000	14,000	14,000	12,000	12,000	12,000	12,000	12,000
6237	**TELEPHONE/PAGERS**								
	Phones								
	Total	-	-	-	-	-	-	-	-
6239	**PRINTING/PUBLISHING**								
		1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
	Total	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
6240	**C. SERVICE/GARBAGE REMOVAL**								
	Garbage Removal/Clean Floors								
	Floor/Carpet Cleaning	1,000	500	500	1,000	1,000	500	1,000	500
	Total	1,000	500	500	1,000	1,000	500	1,000	500
6249	**OTHER CONTRACTUAL SERVICES**								
	Outing Fees	10,000	10,000	10,000	11,000	11,000	11,000	13,800	13,800
	Heating/Cooling Prevent. Maintenance	3,400	3,400	3,400	4,000	4,000	4,000	4,000	4,000
	Elevator Inspection	1,100	1,300	1,300	1,500	1,500	1,500	1,500	1,500
	Alarm Monitoring	500	600	600	700	700	700	700	700
	Total	15,000	15,300	15,300	17,200	17,200	17,200	20,000	20,000
6255	**UTILITIES - ELECTRIC**								
		18,000	22,000	22,000	23,000	23,000	23,000	23,000	23,000
	Total	18,000	22,000	22,000	23,000	23,000	23,000	23,000	23,000
6256	**UTILITIES - NATURAL GAS**								
		4,500	5,000	5,000	5,000	5,000	5,000	6,000	6,000
	Total	4,500	5,000	5,000	5,000	5,000	5,000	6,000	6,000
6257	**UTILITIES - OTHER**								
	Water/Sewer/Propane	2,500	3,000	3,000	3,000	3,000	3,000	3,000	3,000
	Total	2,500	3,000	3,000	3,000	3,000	3,000	3,000	3,000
6265	**REPAIRS - EQUIPMENT**								
	Miscellaneous	1,000	1,500	1,500	2,000	2,000	1,250	2,000	1,250
	Total	1,000	1,500	1,500	2,000	2,000	1,250	2,000	1,250
6266	**REPAIRS - BUILDING**								
		3,000	4,000	4,000	5,000	5,000	5,000	5,000	5,000
	Total	3,000	4,000	4,000	5,000	5,000	5,000	5,000	5,000
6275	**SCHOOLS/CONFERENCES**								
		200	200	200	200	200	200	200	200
	Total	200	200	200	200	200	200	200	200
6277	**MILEAGE ALLOWANCE**								
	Part-Time Staff	100	200	200	200	200	200	200	200
	Total	100	200	200	200	200	200	200	200
6280	**DUES & SUBSCRIPTIONS**								
	MASS	100	100	100	100	100	100	100	100
	Total	100	100	100	100	100	100	100	100
6281	**UNIFORM/CLOTHING ALLOWANCE**								
		200	200	200	200	200	200	300	300
	Total	200	200	200	200	200	200	300	300
6399	**OTHER CHARGES**								
	Misc	1,000	1,000	1,000	1,000	1,000	500	1,000	500
	Total	1,000	1,000	1,000	1,000	1,000	500	1,000	500
6351	**VISA/BANK CHARGES**								
		1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
	Total	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000

CITY OF APPLE VALLEY
2016 BUDGET
ACCOUNT DETAIL

DEPT 45: APPLE VALLEY SENIOR CENTER - 1920

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 FROM 15-16 BUDGET	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
6720	**CAPITAL OUTLAY - OFFICE FURN**								
	Industrial Carpet Extractor								
	Total	-	-	-	-	-	-	-	-
6725	**CAPITAL OUTLAY - OFFICE EQUIP**								
	Digital Signage	2,500							
	Computer/ POS System	2,500							
	Total	5,000	-	-	-	-	-	-	-
6735	**CAPITAL OUTLAY - OTHER IMPROV**								
	Add'l Surveillance Cameras		-	-					
	Interior Painting - High Traffic Areas		15,000	15,000					
	Commercial Grade Sinks/Faucets/etc.		-	-					
	Back-Up Boiler w/2 Pumps				15,000	15,000			
	Irrigation System				7,000	7,000			
	Interior Painting - Low Traffic Areas				-	-	-	10,000	
	Audio/Visual Equipment							20,000	
	Banquet Chairs							15,000	15,000
	Lobby Furniture							5,000	
	Plumbing Fixtures							5,000	
	Yellowstone Room Carpet							30,000	
	Total	-	15,000	15,000	22,000	22,000	-	85,000	15,000
	Total Net of Personnel	67,400	85,900	85,900	95,900	95,900	72,150	162,800	91,050
	TOTAL EXPENSES	$ 310,560	$ 348,120	$ 348,120	$ 365,790	$ 369,040	$ 345,290	$ 446,165	$ 374,415

COMPANY	DEPARTMENT	BUSINESS UNIT	ACTIVITY
1000	47	1950	Insurance

DESCRIPTION OF ACTIVITY

This Business Unit accounts for the unallocated property and workers compensation insurance charges for the General Fund. The city participates in the League of MN Cities Insurance Trust (LMCIT).

MAJOR OBJECTIVES FOR 2016/17

Work with staff to lower Worker Compensation Experience Modifier. The trend in the worker compensation experience modifier has declined over the past few years based on a positive experience over the past few years. The LMCIT has restructured the property and workers compensation rates for the 2015 budget year. This restructuring has resulted in a rate increase of 22% for the property and liability insurance and 10% in the worker compensations rates for 2015. This restructuring requires a high up front premium and then potentially increases refunds based on experience. We will monitor these impacts on future insurance rates. Under the restructured rates the premiums for 2016 increased 4.5% for property and 5.4% for worker compensation insurance. The proposed budgets include these rate increases.

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Actual 2012	Actual 2013	Actual 2014	Projected 2015	Projected 2016	Projected 2017
Worker Comp Exp. modifier	.80	.80	.75	.83	.89	.89

Regular Status
Personnel Schedule –FTE's

Position Title	Adopted 2012	Adopted 2013	Adopted 2014	Adopted 2015	Proposed 2016	Proposed 2017
None						

Summary Budget
Department 47 Insurance

	2012 Actual	2013 Actual	2014 Actual	2014 Adopted	2015 Adopted	2016 Proposed	2017 Proposed
Expenditures:							
Salaries & Wages							
Emp. Benefits	8,899	14,909	5,923	6,000	6,100	6,200	6,200
Other Exp.	260,200	265,000	262,000	262,000	275,000	288,000	303,000
Capital outlay							
Net provision to (use of) general revenues	269,099	279,909	267,923	268,000	281,100	294,200	309,200

2016 CAPITAL OUTLAY

none

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
INSURANCE

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6105 - SALARIES AND WAGES	**0**	**0**	**0**	**0**				
6142 - WORKERS COMPENSATION	0	6	0	0				
6143 - UNEMPLOYMENT COMPENSATION	6,000	5,918	6,100	5,513	6,200	6,200	6,200	6,200
6125 - EMPLOYEE BENEFITS	**6,000**	**5,923**	**6,100**	**5,513**	**6,200**	**6,200**	**6,200**	**6,200**
6100 - TOTAL PERSONNEL SERVICES	**6,000**	**5,923**	**6,100**	**5,513**	**6,200**	**6,200**	**6,200**	**6,200**
6311 - INSURANCE-PROPERTY/LIABILITY	262,000	262,000	275,000	137,500	288,000	288,000	303,000	303,000
6301 - OTHER EXPENDITURES	**262,000**	**262,000**	**275,000**	**137,500**	**288,000**	**288,000**	**303,000**	**303,000**
6300 - TOTAL OTHER EXPENDITURES	**262,000**	**262,000**	**275,000**	**137,500**	**288,000**	**288,000**	**303,000**	**303,000**
	268,000	**267,923**	**281,100**	**143,013**	**294,200**	**294,200**	**309,200**	**309,200**

DEPT 47: INSURANCE - 1950

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 FROM 15-16 BUDGET	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP
6142	Workers' Compensation Insurance							
6143	Unemployment Costs	6,000	6,100	9,000	6,200	6,200	6,200	6,200
	Total	6,000	6,100	9,000	6,200	6,200	6,200	6,200
6235	**CONSULTANT SERVICES**							
	Total	-	-	-	-	-	-	-
6311	**INSURANCE**							
	Automobile	35,000	40,000	40,000	42,000	42,000	44,000	44,000
	Property	108,000	107,000	107,000	112,000	112,000	118,000	118,000
	General Liability	63,000	68,000	68,000	71,000	71,000	75,000	75,000
	Boiler and Machinery	12,000	11,000	11,000	12,000	12,000	13,000	13,000
	Umbrella	41,000	46,000	46,000	48,000	48,000	50,000	50,000
	Employee Bonds	3,000	3,000	3,000	3,000	3,000	3,000	3,000
			-	-	-	-	-	-
	Total	262,000	275,000	275,000	288,000	288,000	303,000	303,000
	Total Net of Personnel	262,000	275,000	275,000	288,000	288,000	303,000	303,000
	TOTAL EXPENSES	$ 268,000	$ 281,100	$ 284,000	$ 294,200	$ 294,200	$ 309,200	$ 309,200

Notes:

COMPANY	DEPARTMENT	BUSINESS UNIT	ACTIVITY
1000	48	1960	Contingency & Transfers

DESCRIPTION OF ACTIVITY

The Council Contingency business unit provides the City Council with the financial ability to address unbudgeted items that come up after the levy is adopted.

Fuel costs have the potential to become volatile and could exceed individual department budgets.

Starting with the 2016 budget year this business unit contains a transfer to the Municipal Building Fund to fund a portion of the building improvement requests each budget year.

Starting with the 2013 budget year, the tax levy support of the annual street improvement project will be levied in the General Fund and transferred out to the Road Improvement Fund.

MAJOR OBJECTIVES FOR 2016

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Actual 2013	Actual 2014	Projected 2015	Projected 2016	Projected 2017

Summary Budget
Department 48 Contingency & Transfers

	2012 Actual	2013 Actual	2014 Actual	2014 Adopted	2015 Adopted	2016 Proposed	2017 Proposed
Expenditures:							
Supplies	278						-
Repairs & Maint.	-	894					-
Other Exp.	27,564	1,339	5,000	124,190	129,490	156,560	79,350
Capital outlay	-	-	-	-	-	-	-
Transfer to Cable TV Fund	-	-	27,838	-	-	-	-
Transfers to FCPF	1,519,000	-	1,320,000	-	-	-	-
Trasnefr to Muni Bldg Fund	-	-	-	-	-	171,500	176,000
Transfers to Road Improvement Fund	-	2,755,000	2,855,000	2,855,000	2,940,000	3,028,200	3,138,100
Total	1,546,842	2,757,233	4,207,838	2,979,190	3,069,490	3,356,260	3,393,450

2016 CAPITAL OUTLAY:
none

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
CONTINGENCY & TRANSFERS

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6229 - GENERAL SUPPLIES		0		0				
6205 - SUPPLIES		**0**		**0**				
6249 - OTHER CONTRACTUAL SERVICES		0		0				
6230 - CONTRACTUAL SERVICES		**0**		**0**				
6269 - REPAIRS-OTHER		0		0				
6260 - REPAIRS AND MAINTENA		**0**		**0**				
6200 - TOTAL OPERATING COSTS		**0**		**0**				
6399 - OTHER CHARGES	124,190	5,000	129,490	0	80,570	156,560	80,570	79,350
6301 - OTHER EXPENDITURES	**124,190**	**5,000**	**129,490**	**0**	**80,570**	**156,560**	**80,570**	**79,350**
6300 - TOTAL OTHER EXPENDITURES	**124,190**	**5,000**	**129,490**	**0**	**80,570**	**156,560**	**80,570**	**79,350**
7110 - TRANSFER TO OTHER FUNDS	2,855,000	4,175,000	2,940,000	0	3,028,200	3,199,700	3,138,100	3,314,100
7101 - TOTAL TRANSFERS	**2,855,000**	**4,175,000**	**2,940,000**	**0**	**3,028,200**	**3,199,700**	**3,138,100**	**3,314,100**
7100 - TOTAL TRANSFERS	**2,855,000**	**4,175,000**	**2,940,000**	**0**	**3,028,200**	**3,199,700**	**3,138,100**	**3,314,100**
	2,979,190	**4,180,000**	**3,069,490**	**0**	**3,108,770**	**3,356,260**	**3,218,670**	**3,393,450**

CITY OF APPLE VALLEY
2016 BUDGET
ACCOUNT DETAIL

DEPT 48: CONTINGENCY & TRANSFERS - 1960

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 ADMIN RECOMMEND	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
6399	**OTHER CHARGES**						
	General Contingency	57,190	92,490	87,570	173,560	87,570	96,350
	$.25 per gallon for fuel	60,000	30,000	30,000	30,000	30,000	30,000
	potential Labor Negotiation Consu	7,000	7,000	7,000	7,000	7,000	7,000
	Position Vacancy Factor			(44,000)	(54,000)	(44,000)	(54,000)
	Total	124,190	129,490	80,570	156,560	80,570	79,350
7110	Transfers Out						
	Transfer to Road Improvement Fund		2,940,000	3,028,200	3,028,200	3,138,100	3,138,100
	Transfer to Muni Bldg Fund				171,500		176,000
		-	2,940,000	3,028,200	3,199,700	3,138,100	3,314,100
	Total Net of Personnel	124,190	3,069,490	3,108,770	3,356,260	3,218,670	3,393,450
	TOTAL EXPENSES	$ 124,190	$ 3,069,490	$ 3,108,770	$ 3,356,260	$ 3,218,670	$ 3,393,450

Notes:

COMPANY	DEPARTMENT	BUSINESS UNIT	ACTIVITY
2005	53	2005	LGA/Equipment Certificates

DESCRIPTION OF ACTIVITY

The Equipment Certificates Fund accounts for larger priced pieces of equipment that are financed through the issuance of equipment certificates. The equipment certificates are repaid with a property tax levy in future years. The City is in the process of implementing a Vehicle and Equipment Replacement Fund to (VERF) provide funding for these same types of purchases. The VERF fund is currently being phased in and includes the general government departments except for the Streets and Parks Maintenance Departments.

MAJOR OBJECTIVES FOR 2016

Beginning with the 2016 Operating budget the Equipment Certificates fund will be used only for the purchases for the Streets Department. Starting with 2016 the Parks Maintenance department will be included in the VERF program.

Summary Budget

Department 53 - LGA/Equipment Certificates

	2012 Actual	2013 Actual	2014 Actual	2014 Adopted	2015 Adopted	2016 Proposed	2017 Proposed
Revenue:							
Investment Earnings	7,124	(16,707)	19,120	3,900	3,900	3,900	3,000
Equip. Cert. Issued	1,338,655	-	688,188	691,000	600,000	470,000	350,000
Sale Proceeds		130,476	88,465	122,000	91,500	65,000	71,400
	1,345,779	113,769	795,773	816,900	695,400	538,900	424,400
Expenditures:							
Capital outlay:							
Public Saftey Equip.	-	248,376	247,568	-		-	-
Public Works Equip.	203,569	142,269	442,011	484,000	591,000	527,000	408,000
Parks Equip.	71,685	212,421	437,946	309,500	89,000		-
Other Exp. (bond issuance costs)	18,655	-	20,761	20,000			-
Total	293,909	603,066	1,148,286	813,500	680,000	527,000	408,000
Fund Balance							
Beginning of Year	$ 126,220	$ 1,178,090	$ 688,793	$ 688,793	$ 336,280	$ 351,680	$ 363,580
Revenues	1,345,779	113,769	795,773	816,900	695,400	538,900	424,400
Expenditures	(293,909)	(603,066)	(1,148,286)	(813,500)	(680,000)	(527,000)	(408,000)
End of Year	$ 1,178,090	$ 688,793	$ 336,280	$ 692,193	$ 351,680	$ 363,580	$ 379,980

2016 Capital Outlay:

Public Works:	
Replace 2003 Crash Attenuator,	$ 15,000
Replace 1987 CAT 950B Loader #351	$ 200,000
Replace 2000 Ford F550 Sign/Aerial Truck # 338	$ 100,000
Replace 2002 Sterling Dump Truck Single Axle Plow, #381	$ 212,000
	$ 527,000

2017 Capital Outlay:

Public Works:	
Replace 2007 Chev ¾ Ton PU #313	35,000
Replace 2005 FORD F550 Dump #323	72,000
Replace 2007 FORD F550 Dump #325	72,000
Replace 2002 FORD F550 Dump #326	102,000
Replace 2006 Skid Loader A-300 # 332	38,000
Replace 2012 JD 997 Mower # 335	17,000
Replace 2006 ToolCat 5600 # 347	55,000
Replace JD 997 Mower # 349	17,000
	408,000

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 53: EQUIPMENT CERTIFICATE - 2005

COMPANY 2005: EQUIPMENT CERTIFICATE-CAPITAL OUTLAY

JDE ACC'T	DESCRIPTION	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2016 Request	2017 Request
6740	**CAPITAL OUTLAY - MACHINERY / EQUIP / OTHER**						
	PUBLIC SAFETY						
	Fire Truck	498,000		-	-	-	-
	Fire -Light/Medium Duty Rescue Truck (Fleet Addition)						
	Subtotal Public Safety	498,000	-	-	-	-	-
	PUBLIC WORKS						
	Replace Sterling Dump truck (unit # 310)			200,000			
	Replace Sterling Dump truck (unit # 312)			200,000			
	Replace Chev 3/4 Ton Pickup 4x4 (unit # 337)			34,000			
	Replaced Toolcat 5600 (unit # 346)			50,000			
	Replace Loader # 350 w/Versatile blower	150,000					
	Replace Loadall unit # 363	71,000					
	Replace Loader # 336 w/Versatile blower		143,000				
	Replace Single Axle 307 Plow,				212,000		
	Replace Single Axle 327 Plow,				212,000		
	Replace Patch Truck (339) with Trailer unit				50,000		
	Replace F550 Truck 340				70,000		
	Replace Stump Grinder 345				47,000		
	Replace Crash Attenuator,					15,000	
	Replace Loader 351					200,000	
	Replace Sign/Aerial Truck 338					100,000	
	Replace Single Axle 381 Plow,					212,000	
	Replace 2007 Chev ¾ Ton PU #313						35,000
	Replace 2005 FORD F550 Dump #323						72,000
	Replace 2007 FORD F550 Dump #325						72,000
	Replace 2002 FORD F550 Dump #326						102,000
	Replace 2006 Skid Loader A-300 # 332						38,000
	Replace 2012 JD 997 Mower # 335						17,000
	Replace 2006 ToolCat 5600 # 347						55,000
	Replace JD 997 Mower # 349						17,000
	Subtotal Public Works	221,000	143,000	484,000	591,000	527,000	408,000
	PARKS						
	Replace Dodge ¾ Ton Quad Cab Pickup (unit # 225)			23,000			
	Replace 1 Ton Dump (4-WD) w/ 9'Plow (# 230)			39,000			
	Replace 1 Ton Dump (4-WD) w/9' (unit # 249)			39,000			
	Replace 1 Ton Dump (4-WD) w/9' Plow(# 250)			39,000			
	Replace 2006 Toro GM4700-D Mower (unit # 218)			54,000			
	Replace 2007 Toro GM4700-D Mower (unit # 220)			54,000			
	Replace 2008 Kawasaki 4x4 Mule 3010 (unit # 255)			13,500			
	Replace 1997 Smithco Grass Sweeper (#256)			23,000			
	Replace 2004 Cushman 4-Wheel Truckster(#257)			25,000			
	Replace Toro Mower	77,200	124,000				
	John Deere tractor		45,000				
	Water Truck		135,000				
	Replace #222 2003 Holder Sidewalk Unit				57,000		
	Replace #228 2005 3/4 Ton PU with Plow				32,000		
	Subtotal Parks	77,200	304,000	309,500	89,000	-	-
	Total	796,200	447,000	793,500	680,000	527,000	408,000
	Total Net of Personnel	796,200	447,000	793,500	680,000	527,000	408,000
	TOTAL EXPENSES	$ 796,200	$ 447,000	$ 793,500	$ 680,000	$ 527,000	$ 408,000

Notes:

COMPANY	DEPARTMENT	BUSINESS UNIT	ACTIVITY
2010	70	2012	Cable Joint Powers

DESCRIPTION OF ACTIVITY

The Cable-Joint Powers Department is responsible for carrying out the following duties.

- Televise live and pre-produced programming for the Cities of Apple Valley, Farmington, and Rosemount to cable subscribers and over the internet.
- Monitor the cable company for Franchise Agreement compliance, as well as federal and state cable communications laws and regulations that can affect the cities.
- Design, procure, install, and maintain cable and video production equipment and facilities as determined by the Cable Commission and its Members Cities.
- Operate and program Government Access Channels 180 and 188 and Public Access Channel 187.
- Monitor the use of Educational Access Channel that is granted by the Member Cities to Independent School Districts 192 and 196.
- Monitor video and audio signal quality of the cable access channels and maintain it at a level equal to or better than non-access channels on the cable system.
- Communicate between cable users and the Cable Commission Member Cities, and process complaints that customers have been unable to resolve with the cable company.
- Advise the Commission on cable administrative, operations, programming, and management policies.

MAJOR OBJECTIVES FOR 2016

1. Perform all duties described in the Description of Activities.
2. Assist the member cities in upgrading the video production and editing equipment.
3. Continue monitoring for any changes in franchise compliance or service delivery by the cable company.
4. Televise live and replay city meetings as agreed by the Cable Commission Member Cities.
5. Produce and replay up to six episodes of the Police and/ or combined public safety show.
6. Produce and replay up to six episodes of the Fire and/ or newsmagazine show.
7. Produce and replay the annual State of the City Address for each of the Cable Commission Member Cities.
8. Produce Public Service Announcements (PSAs) that promote public safety and increase awareness of resources and other types of information that is deemed to be in the public interest.
9. Obtain and replay programming from non-city agencies and organizations that promote public safety, and increase awareness of resources and other types of information that is deemed to be in the public interest.
10. Produce and replay other TV programs as directed by the Member Cities.
11. Expand the amount of city cable programming available on the Member Cities websites.
12. Continue involvement with the Minnesota Association of Community Telecommunications Administrators (MACTA), the League of Minnesota Cities

(LMC), the National Association of Telecommunications Officers and Advisors (NATOA), and the Alliance for Community Media (ACM) in order to more effectively understand and engage telecommunications issues that can impact the Member Cities.

13. Monitor ongoing efforts to pass statewide cable franchise legislation, and address and respond as necessary on behalf of the Member Cities best interests.
14. Monitor new movement in the U.S. Congress toward rewriting the federal telecommunications law, and ongoing efforts by the telecommunications industry to undermine local government Right-of-Way authority and consumer protections.
15. Advise the Member Cities staff on methods for improving their presentation of visual materials during televised meetings.
16. Advise the Member Cities staff on methods for improving their use of the technology embedded into the Council Chambers and meeting rooms.
17. Process and work to resolve cable complaints.
18. Continue to explore and employ more effective and efficient ways to deliver and improve services.
19. Continue to monitor and evaluate voice-recognition technology for future application of Closed Captioning to the programming on the Cities cable access channels.
20. Research and evaluate video equipment technology used in live and pre-produced programming for necessary replacement, as well as upgrades needed to produce all cable access programming in High Definition Television.
21. Maintain current service levels with a minimal budget increase, despite obligatory increases in some salaries and benefits and the loss of one part-time position.
22. Prepare and present the proposed 2016 budget to the Cable Commission.

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Projected 2012	Projected 2013	Projected 2014	Projected 2015	Projected 2016
# of Cable Customers	19,500	19,800	19,800	19,800	19,800
# of City Meetings Cablecast	130	130	130	130	130
# of Other 1st Run Programs Cablecast	65	60	60	60	60
Total Hours of Programming Cablecast	5,000	4,500	4,500	4,500	4,500
Estimated # of Bulletin Board Messages	450	500	500	500	500

OUTCOME MEASURES

	Projected 2011	Projected 2012	Projected 2013	Projected 2014	Projected 2015
Cost per household from General Fund	$1.45	$1.45	$1.45	$1.45	$1.45
Cost per Cable Subscriber Annually	$6.00	$6.00	$6.00	$6.00	$6.00

Regular Status Personnel Schedule – FTE's					
Position Title	Adopted 2012	Adopted 2013	Proposed 2014	Proposed 2015	Proposed 2016
Cable Coordinator	1	1	1	1	1
Cable Production Asst.	1	1	1	1	1

	Temporary Status Personnel Schedule – Hours (Part Time)				
Position Title	Adopted 2012	Adopted 2013	Proposed 2014	Proposed 2015	Proposed 2016
Cable Access Prod. Asst.	-0-	-0-	-0-	693	693
Cable Operators	1120	1120	1120	1120	1120

Summary Budget Department 70 Cable TV Joint Powers							
	2012 Actual	2013 Actual	2013 Adopted	2014 Adopted	2015 Proposed	2016 Proposed	2017 Proposed
Revenue:							
PEG Fees	68,396	71,523	71,000	71,000	71,000	71,000	71,000
Other City Shares	86,992	84,120	88,530	90,868	108,450	145,026	116,968
Investment Earnings	2,431	(2,230)	2,000	2,000	2,000	2,000	2,000
Transfer from Other Funds	18,061	21,417	12,800	12,800	20,000	20,000	20,000
Other Misc rev.	547	373	15,879	20,217	14,830	52,026	23,967
	176,427	175,203	190,209	196,885	216,280	290,052	233,935
Expenditures:							
Salaries & Wages	111,509	124,719	125,187	128,902	146,130	156,947	160,170
Emp. Benefits	32,181	35,405	45,322	46,233	46,880	48,755	49,415
Supplies	2,601	1,443	3,100	3,250	3,575	3,900	3,900
Contractual Serv.	5,272	32,220	2,300	2,800	3,800	4,500	4,500
Repairs & Maint.	863	-	3,100	4,000	4,000	4,000	4,000
Training/Travel/Dues	5,056	6,296	7,750	8,200	8,250	8,250	8,250
Other Exp.	3,039	2,640	3,450	3,500	3,500	3,500	3,500
Capital outlay	7,915	-	-		145	60,200	200
	168,436	202,723	190,209	196,885	216,280	290,052	233,935
Net addition to (use of) net assets	7,991	(27,520)	-	-	-	-	-

2016 CAPITAL OUTLAY
High Definition Cameras and HD system $60,200

2017 CAPITAL OUTLAY
Video Library $200

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
CABLE TV JOINT POWERS

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6110 - SALARY-REGULAR EMPLOYEES	107,311	113,815	113,465	56,559	116,855	116,855	119,795	119,795
6111 - SALARY PART-TIME	15,000	11,998	28,125	5,798	35,462	35,462	35,330	35,330
6112 - SALARY-SEASONAL TEMP	0	0	0	0				
6113 - OVERTIME-REGULAR EMPLOYEES	1,000	6,713	1,000	899	1,000	1,000	1,000	1,000
6121 - INSURANCE CASH BENEFIT		1,406		0				
6122 - COMP REQUEST		-5,106		-198				
6123 - SALARY-OTHER	5,591		3,540		3,630	3,630	4,045	4,045
6105 - SALARIES AND WAGES	**128,902**	**128,826**	**146,130**	**63,059**	**156,947**	**156,947**	**160,170**	**160,170**
6138 - MEDICARE	1,852	1,921	2,120	938	2,180	2,180	2,210	2,210
6139 - FICA	7,918	8,212	9,060	4,010	9,320	9,320	9,450	9,450
6140 - HOSPITAL & LIFE INSURANCE	0		0					
6141 - PENSIONS-PERA	9,185	8,538	10,960	4,378	11,275	11,275	11,435	11,435
6142 - WORKERS COMPENSATION	512	462	380	168	410	410	780	780
6143 - UNEMPLOYMENT COMPENSATION		288		138				
6144 - LONG-TERM DISABILITY INSURANCE	327	312	360	160	370	370	340	340
6145 - MEDICAL INSURANCE	26,439	18,356	24,000	9,765	25,200	25,200	25,200	25,200
6146 - DENTAL INSURANCE		976		582				
6147 - LIFE INSURANCE-BASIC		22		6				
6148 - LIFE INSURANCE-SUPP/DEPEND		406		121				
6125 - EMPLOYEE BENEFITS	**46,233**	**39,493**	**46,880**	**20,266**	**48,755**	**48,755**	**49,415**	**49,415**
6210 - OFFICE SUPPLIES	450	406	475	24	500	500	500	500
6211 - SMALL TOOLS & EQUIPMENT	350	1,969	375	0	400	400	400	400
6215 - EQUIPMENT-PARTS	450	563	475	-2	500	500	500	500
6229 - GENERAL SUPPLIES	2,000	1,307	2,250	252	2,500	2,500	2,500	2,500
6205 - SUPPLIES	**3,250**	**4,245**	**3,575**	**274**	**3,900**	**3,900**	**3,900**	**3,900**
6231 - LEGAL SERVICES		0		0				
6235 - CONSULTANT SERVICES	2,000	21,234	3,000	-948	3,500	3,500	3,500	3,500
6237 - TELEPHONE/PAGERS	800	356	800	216	1,000	1,000	1,000	1,000
6238 - POSTAGE/UPS/FEDEX		0		0				
6239 - PRINTING		0		0				
6230 - CONTRACTUAL SERVICES	**2,800**	**21,590**	**3,800**	**-732**	**4,500**	**4,500**	**4,500**	**4,500**
6265 - REPAIRS-EQUIPMENT	4,000	380	4,000	60	4,000	4,000	4,000	4,000
6269 - REPAIRS-OTHER		1,585		2,620				
6260 - REPAIRS AND MAINTENA	**4,000**	**1,965**	**4,000**	**2,680**	**4,000**	**4,000**	**4,000**	**4,000**
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	800	844	850	0	850	850	850	850
6277 - MILEAGE/AUTO ALLOWANCE	4,800	4,019	4,800	1,671	4,800	4,800	4,800	4,800
6280 - DUES & SUBSCRIPTIONS	2,600	2,350	2,600	2,350	2,600	2,600	2,600	2,600
6270 - TRNG/TRAVL/DUES/UNIF	**8,200**	**7,213**	**8,250**	**4,021**	**8,250**	**8,250**	**8,250**	**8,250**
6311 - INSURANCE-PROPERTY/LIABILITY	3,500	5,761	3,500	3,755	3,500	3,500	3,500	3,500
6399 - OTHER CHARGES		46		0				
6301 - OTHER EXPENDITURES	**3,500**	**5,807**	**3,500**	**3,755**	**3,500**	**3,500**	**3,500**	**3,500**
6740 - CAPITAL OUTLAY-MACH/EQ/OTHER	0	7,630	145	0	60,200	60,200	200	200
6701 - TOTAL CAPITAL OUTLAY	**0**	**7,630**	**145**	**0**	**60,200**	**60,200**	**200**	**200**
	196,885	**216,770**	**216,280**	**93,324**	**290,052**	**290,052**	**233,935**	**233,935**

CITY OF APPLE VALLEY
2016 BUDGET
ACCOUNT DETAIL

DEPT 70: CABLE TV JOINT POWERS- 2010

COMPANY 2010: CABLE TV JOINT POWERS

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
	SALARIES							
6110	Cable Coordinator	67,467	69,370	69,370	71,105	71,105	72,890	72,890
6110	Full-Time Employees-Access Asst.	39,844	44,635	44,635	45,750	45,750	46,905	46,905
6111	Part-Time Employees-Access Asst.		12,950	12,950	19,912	19,912	20,400	20,400
6111	PT Employees-Control room operators	15,000	15,175	15,175	15,550	15,550	14,930	14,930
6113	Overtime-Reg	1,000	1,000	1,000	1,000	1,000	1,000	1,000
6123	Salaries - Other	5,591	3,540	3,540	3,630	3,630	4,045	4,045
6138	Medicare	1,852	2,125	2,125	2,180	2,180	2,210	2,210
6139	FICA	7,918	9,095	9,095	9,320	9,320	9,450	9,450
6141	Pension - PERA	9,185	11,000	11,000	11,275	11,275	11,435	11,435
6142	Worker Comp	512	380	380	410	410	780	780
6144	Long-term Disability Insurance	327	360	360	370	370	340	340
6145	Hospital & Life Insurance	26,439	24,000	24,000	25,200	25,200	25,200	25,200
	Total	175,135	193,630	193,630	205,702	205,702	209,585	209,585
6210	**OFFICE SUPPLIES**							
	Misc.	450	475	475	500	500	500	500
	Total	450	475	475	500	500	500	500
6211	**SMALL TOOLS & EQUIPMENT**							
	Misc.	350	375	375	400	400	400	400
	Total	350	375	375	400	400	400	400
6215	**EQUIPMENT-PARTS**							
	Misc	450	475	475	500	500	500	500
	Total	450	475	475	500	500	500	500
6229	**GENERAL SUPPLIES**							
	Misc. Supplies & Recording Media	2,000	2,250	2,250	2,500	2,500	2,500	2,500
	Production Music Library							
	Total	2,000	2,250	2,250	2,500	2,500	2,500	2,500
6235	**CONSULTANT SERVICES**							
	Legal Fees	2,000	3,000	3,000	3,500	3,500	3,500	3,500
	Technical Consulting							
	LMCIT Insurance							
	Total	2,000	3,000	3,000	3,500	3,500	3,500	3,500
6237	**TELEPHONE/POSTAGE**							
	Cell Phone	800	800	800	1,000	1,000	1,000	1,000
	Total	800	800	800	1,000	1,000	1,000	1,000
6265	**REPAIRS-EQUIPMENT**							
	Non-Service Contract Repairs	2,000	2,000	2,000	2,000	2,000	2,000	2,000
	Tightrope System Service Contract	2,000	2,000	2,000	2,000	2,000	2,000	2,000
	Total	4,000	4,000	4,000	4,000	4,000	4,000	4,000
6275	**SCHOOL/CONF/EXP - LOCAL**							
	MACTA Annual	600	600	600	600	600	600	600
	Other local for Coordinator	200	250	250	250	250	250	250
	Misc. Commission Attendance							
	NATOA & NAB Convention							
	Total	800	850	850	850	850	850	850
6277	**MILEAGE ALLOWANCE**							
	Car Allowance/Coordinator ($300 per)	3,600	3,600	3,600	3,600	3,600	3,600	3,600
	Cable Asst. Mileage	1,200	1,200	1,200	1,200	1,200	1,200	1,200
	Total	4,800	4,800	4,800	4,800	4,800	4,800	4,800
6280	**DUES & SUBSCRIPTIONS**							
	MACTA Dues	2,000	2,000	2,000	2,000	2,000	2,000	2,000
	Professional Journals/ Publications							
	NATOA Annual Membership	600	600	600	600	600	600	600
	Total	2,600	2,600	2,600	2,600	2,600	2,600	2,600
6311	**INSURANCE**							
	LMCIT Insurance	3,500	3,500	3,500	3,500	3,500	3,500	3,500
	Total	3,500	3,500	3,500	3,500	3,500	3,500	3,500

CITY OF APPLE VALLEY
2016 BUDGET
ACCOUNT DETAIL

DEPT 70: CABLE TV JOINT POWERS- 2010

COMPANY 2010: CABLE TV JOINT POWERS

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
6740	**CAPITAL OUTLAY - OTHER ITEMS**							
	GY-HM600 Pro HD Video Camera				5,000	5,000		
	GY-HM600 Pro HD Video Camera				5,000	5,000		
	Pro HD Video Camera Accessories				5,000	5,000		
	Pro HD Digital Video Player/Recorder				5,000	5,000		
	Tightrope HD Playback Server				20,000	20,000		
	HD Signal Transmission Encoder & Decoder				20,000	20,000		
	Production Music Library		145	145	200	200	200	200
	Total	-	145	145	60,200	60,200	200	200
	Total Net of Personnel	21,750	23,270	23,270	84,350	84,350	24,350	24,350
	TOTAL EXPENSES	$ 196,885	$ 216,900	$ 216,900	$ 290,052	$ 290,052	$ 233,935	$ 233,935
	Minus AV & Farm Add. Contribution		(26,000)	(26,000)				
	Minus Apple Valley Add. Contribution	(13,150)	-	-	-	-	-	-
	Actual total to be divided by Cities	$ 183,735	$ 190,900	$ 190,900	$ 290,052	$ 290,052	$ 233,935	$ 233,935
	Individual City shares are:							
	Apple Valley	$91,867.50	$95,450.00	$95,450.00	$145,026.00	$145,026.00	$116,967.50	$116,967.50
	Farmington	$45,933.75	$47,725.00	$47,725.00	$72,513.00	$72,513.00	$58,483.75	$58,483.75
	Rosemount	$45,933.75	$47,725.00	$47,725.00	$72,513.00	$72,513.00	$58,483.75	$58,483.75

COMPANY	DEPARTMENT	BUSINESS UNIT	ACTIVITY
4800	81	4802	Cable Capital Equip-PEG

DESCRIPTION OF ACTIVITY

Cable TV represents what was formerly two separate budgets. The former operations budget includes the expenses that related to cable television non-meeting programming and all webcasting that pertains to or benefits primarily exclusively Apple Valley. The majority of the operating expenses relating to cable television are covered jointly by the Cities of Apple Valley, Farmington, and Rosemount. The Cable TV budget covers supplies and equipment used exclusively by Apple Valley for its meeting coverage, cable-related legal expenses, webcasting fees, production costs for two regularly produced programs, and a transfer to the joint powers Commission to fulfill the City's financial obligation for the Commission budget.

That budget was combined with the Cable TV Capital Projects Fund. The Cable TV Capital Projects Fund was created to accumulate funds for the future replacement of the City's cable television and meeting presentation assets. The funding source for this fund is the receipt of any PEG revenues in excess of the annual contribution required to fund the joint powers cable commission and the amounts of Franchise Fee revenues collected in excess of the amount projected in the General Fund for that year.

MAJOR OBJECTIVES FOR 2016

1. Produce 6 episodes of Valley Beat (Police educational program)
2. Produce 6 episodes of Hook & Ladder (Fire educational program)
3. Webcast all produced programming to supplement cable television
4. In 2015, the Apple Valley contribution increased to reflect actual production costs. The other two cities are currently considering participating long-term in program production. If this occurs, Apple Valley's contribution will go down, as will the number of episodes produced at more time will be required for initial production of reformatted programs.

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Actual 2012	Projected 2013	Projected 2014	Projected 2015	Projected 2016
Valley Beat episodes	4	6	6	6	6
Hook & Ladder episodes	4.5	6	6	6	6
Council meetings	26	25	25	25	25
Planning Commission meetings	18	24	24	24	24
Parks Advisory meetings	5	5	5	5	5

	Regular Status Personnel Schedule –FTE's				
Position Title	Adopted 2012	Proposed 2013	Proposed 2014	Proposed 2015	Proposed 2016
None					

Summary Budget
Department 81- Cable Capital Equip-PEG

	2012 Actual	2013 Actual	2014 Actual	2014 Adopted	2015 Proposed	2016 Proposed	2017 Proposed
Revenue:							
Excess PEG Revenues	-	-		-	-	-	-
Excess Franchise Revenues	144,746	140,749	206,269	100,000	100,000	100,000	100,000
Investment Earnings	1,070	(3,743)	7,768	3,750	1,070	1,910	1,910
	145,816	137,006	214,037	103,750	101,070	101,910	101,910
Expenditures:							
Salaries & Wages	-	-	342	-	-	-	-
Emp. Benefits	-	-	8	-	-	-	-
Supplies	-	-	78	840	840	835	3,695
Contractual Serv.	-	-	441	19,950	24,150	37,000	37,000
Repairs & Maint.	-	-	-	380	380	300	300
Capital outlay	-	-	223,501	250,000	-	-	-
Transfers out	-	-	-	20,000	20,000	20,000	20,000
Total	-	-	224,370	291,170	45,370	58,135	60,995

Fund Balance							
Beginning of Year	$ 58,404	$ 204,220	$ 341,226	$ 341,226	$ 330,893	$ 386,593	$ 430,368
Revenues	145,816	137,006	214,037	103,750	101,070	101,910	101,910
Expenditures	-	-	(224,370)	(291,170)	(45,370)	(58,135)	(60,995)
End of Year	204,220	341,226	330,893	153,806	386,593	430,368	471,283

2016 CAPITAL OUTLAY

None

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
CABLE CAPITAL EQUIP-PEG

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6111 - SALARY PART-TIME		342		260				
6105 - SALARIES AND WAGES		**342**		**260**				
6138 - MEDICARE		1		4				
6139 - FICA		6		16				
6125 - EMPLOYEE BENEFITS		**8**		**20**				
6100 - TOTAL PERSONNEL SERVICES		**350**		**280**				
6210 - OFFICE SUPPLIES	350		350		350	350	3,350	3,350
6211 - SMALL TOOLS & EQUIPMENT	70	16	70	0	70	70	70	70
6215 - EQUIPMENT-PARTS	140		140	1,846	140	140		
6229 - GENERAL SUPPLIES	280	62	280	53	275	275	275	275
6205 - SUPPLIES	**840**	**78**	**840**	**1,899**	**835**	**835**	**3,695**	**3,695**
6235 - CONSULTANT SERVICES		6,005		0				
6235 - CONSULTANT SERVICES	19,950	130	24,150	0	37,000	37,000	37,000	37,000
6249 - OTHER CONTRACTUAL SERVICES		311		0				
6230 - CONTRACTUAL SERVICES		**6,005**		**0**				
6230 - CONTRACTUAL SERVICES	**19,950**	**441**	**24,150**	**0**	**37,000**	**37,000**	**37,000**	**37,000**
6265 - REPAIRS-EQUIPMENT	380		380	212	300	300	300	300
6260 - REPAIRS AND MAINTENA	**380**		**380**	**212**	**300**	**300**	**300**	**300**
6200 - TOTAL OPERATING COSTS		**6,005**		**0**				
6200 - TOTAL OPERATING COSTS	**21,170**	**519**	**25,370**	**2,111**	**38,135**	**38,135**	**40,995**	**40,995**
6399 - OTHER CHARGES		32,974		0				
6301 - OTHER EXPENDITURES		**32,974**		**0**				
6300 - TOTAL OTHER EXPENDITURES		**32,974**		**0**				
6715 - CAPITAL OUTLAY-BUILDINGS	0		0					
6740 - CAPITAL OUTLAY-MACH/EQ/OTHER	250,000	223,501	0	0				
6701 - TOTAL CAPITAL OUTLAY	**250,000**	**223,501**	**0**	**0**				
6700 - TOTAL CAPITAL OUTLAY	**250,000**	**223,501**	**0**	**0**				
7110 - TRANSFER TO OTHER FUNDS	20,000		20,000		20,000	20,000	20,000	20,000
7101 - TOTAL TRANSFERS	**20,000**		**20,000**		**20,000**	**20,000**	**20,000**	**20,000**
7100 - TOTAL TRANSFERS	**20,000**		**20,000**		**20,000**	**20,000**	**20,000**	**20,000**
	291,170	**263,349**	**45,370**	**2,391**	**58,135**	**58,135**	**60,995**	**60,995**

CITY OF APPLE VALLEY
2016 BUDGET
ACCOUNT DETAIL

DEPT 81: CABLE CAPITAL EQUIP-PEG - 4800

COMPANY 4800: CABLE TV FRANCHISE FEE FUND

JDE ACC'T	DESCRIPTION	2013 COUNCIL ADOPTED	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP
6210	**OFFICE SUPPLIES**							
	Misc.	375	375	375	350	350	350	3,350
			(25)	(25)				
	Total	375	350	350	350	350	350	3,350
6211	**SMALL TOOLS & EQUIPMENT**							
	Misc.	75	75	75	70	70	70	70
			(5)	(5)				
	Total	75	70	70	70	70	70	70
6215	**EQUIPMENT - PARTS**							
	Misc.	150	150	150		140	140	
			(10)	(10)				
	Total	150	140	140	-	140	140	-
6229	**GENERAL SUPPLIES**							
	Dubbing tapes, cables, etc.	300	300	300	275	275	275	275
			(20)	(20)				
	Total	300	280	280	275	275	275	275
6235	**CONSULTANT SERVICES**							
	Legal Fees (Not Reimbursable)	5,800	5,800	3,000	3,000	3,000	3,000	3,000
	Police Beat Programming	6,575	6,575	6,575	12,500	12,500	12,500	12,500
	Hook & Ladder Programming	6,575	6,575	6,575	12,500	12,500	12,500	12,500
	Park and Rec Comm Meetings	1,000	1,000	1,000	1,000	1,000	1,000	1,000
	Other Programming							
	Webcasting Fee			7,000	8,000	8,000	8,000	8,000
	Award apps/ peer reviews							
	Total	19,950	19,950	24,150	37,000	37,000	37,000	37,000
6265	**REPAIRS - EQUIPMENT**							
		1,000	450	450	300	300	300	300
			(70)	(70)				
	Total	1,000	380	380	300	300	300	300
6740	**CAPITAL OUTLAY - OTHER ITEMS**							
	Control Room Replacement Project	250,000	250,000					
	Total	250,000	250,000	-	-	-	-	-
7110	**TRANSFER TO CABLE TV FUND**							
		12,800	20,000	20,000	20,000	20,000	20,000	20,000
	Total	12,800	20,000	20,000	20,000	20,000	20,000	20,000
	TOTAL EXPENSES	284,650	291,170	45,370	57,995	58,135	58,135	60,995

NOTE: beginning with the 2014 budget the ativities previously accounted for within the General Fund are now inlcuded in this Cable TV Fund. The amounts shown for prior years are for comparison purposes only.

COMPANY	DEPARTMENT	BUSINESS UNIT	ACTIVITY
4930	103	4930	Future Capital Projects

DESCRIPTION OF ACTIVITY

The Future Capital Projects Fund was created to accumulate funds for the future replacement of City assets. The funding source for this fund is the amounts transferred from the General Fund that exceed the amounts established by the Fund Balance Policy at the end of each fiscal year. Prior to 2013, an additional funding source was the receipt of any Market Value Homestead Credits the City received from the State. Recent legislation has been enacted that discontinues the Market Value Homestead Credit program as it has operated in previous years. It is not expected to be collected in future years.

MAJOR OBJECTIVES FOR 2016

During 2012, the City Council provided direction which included using the Future Capital Projects Fund to support the annual street maintenance program until 2017. This 2016 budget provides this support by using resources to make the debt service payments on the 2004 Park Bonds until 2017. This strategy freed up levy capacity that can be directed toward the annual street maintenance program. New for the 2016 Budget is a strategy to use interest earnings from this fund to fund activities in the Municipal Building fund. The Municipal Building Fund will be repurposed to finance the expenditures related to building improvements.

Summary Budget

Department - Future Capital Projects Fund

	2012 Actual	2013 Actual	2014 Actual	2014 Adopted	2015 Adopted	2016 Proposed	2017 Proposed
Revenue:							
Mkt Value Homestead Cr.	8,270	29	-	-	-		-
Investment Earnings	248,612	(244,943)	362,278	174,200	166,000	180,000	187,000
Refunds and reimb.	-	83,361	24,355	-			
Interfund Loan repayment - INTEREST	7,321	7,829	7,661	7,661	7,491	7,341	7,151
Transfer from General Fund	1,519,000		1,320,000	-	-		-
Transfers from other Funds		-	-	-	-		-
	1,783,203	(153,724)	1,714,294	181,861	173,491	187,341	194,151
Expenditures:							
Capital outlay	500,000	7,362	-		-		-
Long Term Interfund Loan		-	-		-	-	-
Consultant Services	85,550						
Transfer out - Ameresco Energy Project		553,194	346,450		-	-	-
Transfer out - CMF - Vehicle Wash bay		810,478	-		-	-	-
Transfer out - Ice Arena Dehumid/Ceiling		103,166	31,018		-	-	-
Transfer out - Muni Bldg Fund						370,000	180,000
Transfer out - Street Maintenance Program	912,381	125,000	-		50,000	-	-
Transfer out - Park Bond Debt Service		960,000	960,000	974,450	960,000	960,000	960,000
Total	1,497,931	2,559,200	1,337,468	974,450	1,010,000	1,330,000	1,140,000
Fund Balance							
Beginning of Year	$ 15,579,566	$ 15,864,838	$ 13,151,914	$ 11,236,764	$ 10,503,764	$ 13,528,740	$ 12,386,081
Revenues	1,783,203	(153,724)	1,714,294	181,861	173,491	187,341	194,151
Expenditures	(1,497,931)	(2,559,200)	(1,337,468)	(974,450)	(1,010,000)	(1,330,000)	(1,140,000)
End of Year	15,864,838	13,151,914	13,528,740	10,444,175	9,667,255	12,386,081	11,440,232

Long Term - Interfund Loan Receivable						
	2012	2013	2014	2015	2016	2017
Beginning Balance	-	1,957,321	1,915,150	1,872,811	1,830,302	1,787,643
Interfund Loan Made	2,000,000	-				
Principal Payment Received	42,679	42,171	42,339	42,509	42,659	42,819
Ending Balance	1,957,321	1,915,150	1,872,811	1,830,302	1,787,643	1,744,824

2015 Capital Outlay
Trail Connection CR 42 to Burnsville $50,000

2016 Capital Outlay:
None

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
FUTURE CAPITAL PROJECTS

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6205 - SUPPLIES		**0**		**0**				
6231 - LEGAL SERVICES		0		0				
6235 - CONSULTANT SERVICES		0		0				
6230 - CONTRACTUAL SERVICES		**0**		**0**				
6200 - TOTAL OPERATING COSTS		**0**		**0**				
6715 - CAPITAL OUTLAY-BUILDINGS		0		0				
6735 - CAPITAL OUTLAY-OTHER IMPROVEME	0	0	50,000	0				
6701 - TOTAL CAPITAL OUTLAY	**0**	**0**	**50,000**	**0**				
6700 - TOTAL CAPITAL OUTLAY	**0**	**0**	**50,000**	**0**				
6801 - TOTAL CONSTRUCTION COSTS		**0**		**0**				
6800 - TOTAL CONSTRUCTION COSTS		**0**		**0**				
7001 - TOTAL INTEREST AND FISCAL FEES		**0**		**0**				
7000 - TOTAL INTEREST AND FISCAL FEES		**0**		**0**				
7110 - TRANSFER TO OTHER FUNDS	960,000	1,337,468	960,000	0	960,000	1,330,000	1,140,000	1,140,000
7101 - TOTAL TRANSFERS	**960,000**	**1,337,468**	**960,000**	**0**	**960,000**	**1,330,000**	**1,140,000**	**1,140,000**
7100 - TOTAL TRANSFERS	**960,000**	**1,337,468**	**960,000**	**0**	**960,000**	**1,330,000**	**1,140,000**	**1,140,000**
	960,000	**1,337,468**	**1,010,000**	**0**	**960,000**	**1,330,000**	**1,140,000**	**1,140,000**

CITY OF APPLE VALLEY
2016 BUDGET
FUTURE CAPITAL PROJECTS

	2014 Actual	2014 COUNCIL ADOPTED	2015 DEPT PROP	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
Revenues:							
Investment Earnings	362,278	177,000	166,000	180,000	180,000	180,000	187,000
Refunds reimbursements	24,355						
Interfund Loan repayment - Principal	42,339		42,509	42,659	42,659	42,659	42,849
Interfund Loan repayment - Interest	7,661		7,491	7,341	7,341	7,341	7,151
Transfer General Fund	1,320,000						
Total	1,756,633	177,000	216,000	230,000	230,000	230,000	237,000
Expenditures							
Capital Outlay:							
Trail Connection CR 42 to Burnsville			50,000				
CMF - Vehicle Wash Bay	14,450						
Transfer to Ice Arena	31,018						
Transfer to Municipal Building Fund	332,000				370,000	180,000	180,000
Transfer to Park Bond fund	960,000	974,450	960,000	960,000	960,000	960,000	960,000
Transfer to Road Imp Fund - 140th Street							
Total	1,337,468	974,450	1,010,000	960,000	1,330,000	1,140,000	1,140,000
Revenues less Expenditures	419,165	(797,450)	(794,000)	(730,000)	(1,100,000)	(910,000)	(903,000)

COMPANY	DEPARTMENT	BUSINESS UNIT	ACTIVITY
2025	74	2027	**ROAD IMPROVEMENT FUND**

DESCRIPTION OF ACTIVITY

The Road Improvement Fund provides for a consolidated source for city street improvements within the City of Apple Valley. Street improvements under this activity include new street construction, street reconstruction, street resurfacing (overlay), pavement preservation (micro surface, crack sealing, seal coating), and traffic signal improvements based on projects identified in the City's Capital Improvement Program. Street improvement practices are guided by the City's pavement management.

Revenue for funding the improvements listed above is derived from several sources, including the Street Improvement Property Tax Levy, the Municipal State Aid Maintenance and Construction Allotments (City's share of state gas tax), revenue from special assessments, funding contributions from the Water, Sewer and Storm Drainage Utilities, and Tax Increment Financing (exclusive for specific TIF funded street projects).

MAJOR OBJECTIVES FOR 2016

The major objective for this business unit is to complete the construction of the following projects in 2016:

Project Title	Anticipated Contract Award Timeline
CSAH 38/Zoo Blvd. Concrete Rehab	Spring 2016
157th St/JCRR Extension	Spring 2016
Longridge 1st/Apple Valley 6,7,8 Reconstruction	Spring 2016
Palomino Hills 3, 4 Reconstruction	Spring 2016
2016 Crack Sealing Program	Spring 2016
2016 Street Resurfacing	Spring 2016
2016 Microsurfacing Roadways	Summer 2016
2016 Trail Maintenance & Resurfacing	Summer 2016

PERSONNEL / STAFFING

		Regular Status Personnel Schedule –FTE's		
Position Title	Adopted 2013	Adopted 2014	Adopted 2015	Proposed 2016
None	NA	NA	NA	NA

		Temporary Status Personnel Schedule		
Position Title	Adopted 2013	Adopted 2014	Adopted 2015	Proposed 2016
None	NA	NA	NA	NA

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
ROAD IMPROVEMENT

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6215 - EQUIPMENT-PARTS		0		0				
6205 - SUPPLIES		**0**		**0**				
6231 - LEGAL SERVICES		0		0				
6234 - CITY ENGINEER CONSULTANT SERV		340,485		0				
6235 - CONSULTANT SERVICES	525,000	85,354	0	33,519	460,000	460,000	440,000	440,000
6239 - PRINTING		1,477		1,635				
6249 - OTHER CONTRACTUAL SERVICES		33,376		9,429				
6230 - CONTRACTUAL SERVICES	**525,000**	**460,692**	**0**	**44,582**	**460,000**	**460,000**	**440,000**	**440,000**
6260 - REPAIRS AND MAINTENA		**0**		**0**				
6200 - TOTAL OPERATING COSTS	**525,000**	**460,692**	**0**	**44,582**	**460,000**	**460,000**	**440,000**	**440,000**
6399 - OTHER CHARGES		0		0				
6301 - OTHER EXPENDITURES		**0**		**0**				
6300 - TOTAL OTHER EXPENDITURES		**0**		**0**				
6735 - CAPITAL OUTLAY-OTHER IMPROVEME	5,993,000	1,871	5,064,000	1,639	8,031,130	8,031,130	7,009,000	7,009,000
6740 - CAPITAL OUTLAY-MACH/EQ/OTHER	0	0	0	0				
6701 - TOTAL CAPITAL OUTLAY	**5,993,000**	**1,871**	**5,064,000**	**1,639**	**8,031,130**	**8,031,130**	**7,009,000**	**7,009,000**
6700 - TOTAL CAPITAL OUTLAY	**5,993,000**	**1,871**	**5,064,000**	**1,639**	**8,031,130**	**8,031,130**	**7,009,000**	**7,009,000**
6810 - CONSTRUCTION IN PROGRESS		6,090,607		1,052,390				
6801 - TOTAL CONSTRUCTION COSTS		**6,090,607**		**1,052,390**				
6800 - TOTAL CONSTRUCTION COSTS		**6,090,607**		**1,052,390**				
7120 - ADMINISTRATIVE FEE-CONSTRUCTIO		0		0				
7101 - TOTAL TRANSFERS		**0**		**0**				
7100 - TOTAL TRANSFERS		**0**		**0**				
	6,518,000	**6,553,170**	**5,064,000**	**1,098,612**	**8,491,130**	**8,491,130**	**7,449,000**	**7,449,000**

DEPT 74: ROAD IMPROVEMENT FUND - 2026 and 2027
Public Works Department

COMPANY 2025: Road Improvement Fund

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
4229	**REVENUE**							
	Road Improvement - Transfer from General Fund	(2,855,000)	(2,940,000)	(2,940,000)	(3,028,200)	(3,028,200)	(3,138,100)	(3,138,100)
	Future Capital Project Fund	-	-	-	-	-		
	Water Utility - Annual Street Improv.	(475,000)	(603,000)	(603,000)	(1,371,000)	(1,371,000)	(831,000)	(831,000)
	Sanitary Utility - Annual Street Improv.	(500,000)	(520,000)	(520,000)	(1,210,000)	(1,210,000)	(839,000)	(839,000)
	Storm Drainage - Annual Street Improv	(250,000)	(395,000)	(395,000)	(195,000)	(195,000)	(310,900)	(310,900)
	Street Light Utility	-	-	-	(25,000)	(25,000)		
	Total Transfers	(4,080,000)	(4,458,000)	(4,458,000)	(5,829,200)	(5,829,200)	(5,119,000)	(5,119,000)
	Special Assessments - Street Improv.	-	-	-	(792,580)	(792,580)		
	County Cost Participation	-	-	-	(40,000)	(40,000)	(90,000)	(90,000)
	MSA Maintenance	(140,000)	(450,000)	(450,000)	(450,000)	(450,000)	(540,000)	(540,000)
	MSA Construction	(1,950,000)	(750,000)	(750,000)	(1,379,350)	(1,379,350)	(1,700,000)	(1,700,000)
	Intergovernmental	(2,090,000)	(1,200,000)	(1,200,000)	(1,869,350)	(1,869,350)	(2,330,000)	(2,330,000)
	TIF - 157th / JCRR Extensions	-	-	-	(600,000)	(600,000)		
	TIF - Flagstaff Construction (per EDA 10/7/10)	-	-	-	-	-		
	TIF - 147th Construction (per EDA 10/7/10)	-	-	-	-	-		
	Tax Increment	-	-	-	(600,000)	(600,000)	-	-
	Subtotal	(6,170,000)	(5,658,000)	(5,658,000)	(9,091,130)	(9,091,130)	(7,449,000)	(7,449,000)
	Less TIF projects direct charged to TIF Funds	-	-	-		600,000	-	-
	Total	(6,170,000)	(5,658,000)	(5,658,000)	(9,091,130)	(8,491,130)	(7,449,000)	(7,449,000)
6235	**CONSULTANT SERVICES**							
	City Street Project Eng, Legal, Testing, Inspection	525,000	435,000	435,000	460,000	460,000	440,000	440,000
	Magellen Pipeline Lowering Design (Note 2)	-	-	-	-	-		
	Flagstaff Eng, Legal, Testing, Inspection (TIF)	-	-	-	-	-		
	147th Street Eng, Legal, Testing, Inspection	-	-	-	-	-		
	Subtotal	525,000	435,000	435,000	460,000	460,000	440,000	440,000
	Less TIF projects direct charged to TIF Funds	-	-	-	-	-	-	-
	Total	525,000	435,000	435,000	460,000	460,000	440,000	440,000
6735	**CAPITAL OUTLAY - IMPROVEMENTS**							
	2017 Projects							
	Palomino Hills 4th Addition				-	-	2,615,000	2,615,000
	JCRR, Lapaz 2nd				-	-	2,707,000	2,707,000
	133rd St Ct/134th St Ct				-	-	1,045,000	1,045,000
	2017 Street Resurfacing/Overlay				-	-	350,000	350,000
	2017 Microsurfacing/Cracksealing Pave. Pres.				-	-	178,000	178,000
	Trail Resurfacing				-	-	114,000	114,000
	2016 Projects							
	Palomino Hills 3rd and 4th Additions				5,547,200	5,547,200		
	Hamberg Ct				106,000	106,000		
	157th Street Extension				1,636,930	1,636,930		
	2016 Street Resurfacing				142,000	142,000		
	Microsurfacing Pavement Preservation				930,000	930,000		
	Crack Sealing				100,000	100,000		
	Trail Maintenance & Resurfacing				169,000	169,000		
	2015 Projects							
	Fountain Court	-	250,000	250,000	-	-		
	Longridge 1st and 2nd Neighborhood Reconstruct	-	1,730,000	1,730,000	-	-		
	Pinecrest/Sunshine Estates Reconstruction	-	1,402,000	1,402,000	-	-		
	East Lot CMF Reconstruct	-	95,000	95,000	-	-		
	2015 Street Resurfacing	-	384,000	384,000	-	-		
	Microsurfacing Pavement Preservation	-	715,000	715,000	-	-		
	Crack Sealing	-	80,000	80,000	-	-		
	Trail Maintenance & Resurfacing	-	32,000	32,000	-	-		
	CSAH 38 Concrete Rehap (City Cost Share)	-	35,000	35,000	-	-		
	2014 Projects							
	132nd Street Reconstruction	1,900,000	-	-	-	-		
	West Cedar Isles Reconstruction	750,000	-	-	-	-		
	Garrett/Glazier Loop Reconstruction	675,000	-	-	-	-		
	Whitney Drive - Pennock to Cedar	475,000	-	-	-	-		
	2014 Pavement Resurfacing	975,000	-	-	-	-		
	Traffic Signal Recon Garden View / CR 42	-	150,000	150,000	-	-		
	Traffic Signal Recon Pennock / CR 42	125,000	150,000	150,000	-	-		
	Traffic Signal Recon Hayes / CR 42	125,000	135,000	135,000	-	-		
	Note: County Shifted Projects to 2015				-	-		
	Traffic Signal Rehab Galaxie at 140th	60,000	65,000	65,000	-	-		
	Microsurfacing Pavement Preservation	830,000	-	-	-	-		
	Crack Sealing	78,000	-	-	-	-		
	2013 Projects		-	-	-	-		
	Greenleaf Neigh Street and Utility Improvement	-	-	-	-	-		
	Whitney Drive Reconstruction	-	-	-	-	-		
	2013 Street Resurfacing	-	-	-	-	-		
	Traffic Signal Rehab Galaxie at 140th	-	-	-	-	-		
	County Road 42 & 46 Resurfacing	-	-	-	-	-		
	Microsurfacing Pavement Preservation	-	-	-	-	-		

DEPT 74: ROAD IMPROVEMENT FUND - 2026 and 2027
Public Works Department

COMPANY 2025: Road Improvement Fund

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
	2012 Projects							
	2012 Street Improvement Project (Note 3)	-	-	-	-	-		
	2012 Street Improvement Project (Note 3)	-	-	-	-	-		
	Annual Resurfacing Street Improvements (Note 3)	-	-	-	-	-		
	Microsurfacing Pavement Preservation	-	-	-	-	-		
	Traffic Signal Rehab - Galaxie at 147th	-	-	-	-	-		
	Flagstaff 140th to 147th - TIF	-	-	-	-	-		
	147th St. Construction (Flagstaff to JCRR) TIF	-	-	-	-	-		
	Magellen Pipeline Lowering for 147th St TIF	-	-	-	-	-		
	Subtotal	5,993,000	5,223,000	5,223,000	8,631,130	8,631,130	7,009,000	7,009,000
	Less TIF projects direct charged to TIF Funds	-	-	-	(600,000)	(600,000)	-	-
	Total	5,993,000	5,223,000	5,223,000	8,031,130	8,031,130	7,009,000	7,009,000
	TOTAL EXPENSES	$ 6,518,000	$ 5,658,000	$ 5,658,000	$ 8,491,130	$ 8,491,130	$ 7,449,000	$ 7,449,000
	Revenue	$ (6,170,000)	$ (5,658,000)	$ (5,658,000)	$ (9,091,130)	$ (8,491,130)	$ (7,449,000)	$ (7,449,000)
	NET EXPENSES	$ 348,000	$ -	$ -	$ (600,000)	$ -	$ -	$ -

COMPANY	DEPARTMENT	BUSINESS UNIT	ACTIVITY
1000	93	3210	EDA Operations Fund

DESCRIPTION OF ACTIVITY

The EDA Operations fund was created many years ago and focused on the activities related to the Valley Business Park development, including a revolving loan program and the development and sale of commercial lots. That activity was completed and the EDA Operations fund assists the EDA in supporting business development opportunities as they arise.

MAJOR OBJECTIVES FOR 2016

- Complete fall 2015/2016 construction of the Central Village parking lot. A County grant in the amount of $83,396 is applied to project costs.
- Continue as a member of GREATER MSP, the regional economic development organization with national and global contacts for local business development.
- Continue the "Open to Business" small business development service with the Dakota County CDA and Metropolitan Consortium of Community Developers.
- Evaluate a development plan for the Hanson property north of County Road 42, facilitate repositioning of properties both southwest and northwest of CR42 and Cedar Avenue development within the Mixed Business Campus.
- Manage City/EDA owned property until development.

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Projected 2012	Projected 2013	Actual 2014	Projected 2015	Projected 2016
Jobs added			600	600	600
Open to Bus./AV Clients Served	4	8	8	12	12

Summary Budget
Department 93 EDA Operations Fund

	2012 Actual	2013 Actual	2014 Actual	2014 Adopted	2015 Adopted	2015 Projected	2016 Proposed	2017 Proposed
Revenue:								
County Grant	-	-	-	-	-	83,396	-	-
Redistribution of TIF	-	-	334,465	-	-	-	-	-
Investment Earnings	17,259	(17,328)	24,888	14,000	13,500	20,000	2,100	1,860
	17,259	(17,328)	359,353	14,000	13,500	103,396	2,100	1,860
Expenditures:								
Salaries & Wages	-	-	110	-	-	-	-	-
Contractual Serv.	-	-	-	-	-	805,243	8,900	-
Training/Travel/Dues	10,000	10,000	11,388	10,000	28,600	11,500	30,100	11,500
Consultant Services/Other	-	7,641	8,294	47,500	47,500	33,740	7,500	7,500
Capital outlay	-	-	-	-	-	356,220	-	-
Net addition to Fund Balance	10,000	17,641	19,792	57,500	76,100	1,206,703	46,500	19,000
Fund Balance								
Beginning	948,004	955,263	920,294	920,294	876,794	1,259,855	156,548	112,148
Ending	955,263	920,294	1,259,855	876,794	814,194	156,548	112,148	95,008

2016 CAPITAL OUTLAY None

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
EDA OPERATIONS

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6111 - SALARY PART-TIME		102		312				
6105 - SALARIES AND WAGES		**102**		**312**				
6138 - MEDICARE		1		5				
6139 - FICA		6		19				
6125 - EMPLOYEE BENEFITS		**8**		**24**				
6100 - TOTAL PERSONNEL SERVICES		**110**		**336**				
6231 - LEGAL SERVICES				13,254				
6235 - CONSULTANT SERVICES	47,500	7,500	47,500	10,380	7,500	7,500	7,500	7,500
6239 - PRINTING				83				
6249 - OTHER CONTRACTUAL SERVICES	0		0	8,603	8,900	8,900		
6230 - CONTRACTUAL SERVICES	**47,500**	**7,500**	**47,500**	**32,320**	**16,400**	**16,400**	**7,500**	**7,500**
6275 - SCHOOLS/CONFERENCES/EXP LOCAL		713		92				
6276 - SCHOOLS/CONFERENCES/EXP OTHER	0		16,500		16,500	16,500		
6278 - SUBSISTENCE ALLOWANCE	0		2,100		2,100	2,100		
6280 - DUES & SUBSCRIPTIONS	10,000	10,675	10,000	10,500	11,500	11,500	11,500	11,500
6270 - TRNG/TRAVL/DUES/UNIF	**10,000**	**11,388**	**28,600**	**10,592**	**30,100**	**30,100**	**11,500**	**11,500**
6200 - TOTAL OPERATING COSTS	**57,500**	**18,888**	**76,100**	**42,913**	**46,500**	**46,500**	**19,000**	**19,000**
6310 - RENTAL EXPENSE		500		0				
6399 - OTHER CHARGES		294		0				
6301 - OTHER EXPENDITURES		**794**		**0**				
6300 - TOTAL OTHER EXPENDITURES		**794**		**0**				
	57,500	**19,792**	**76,100**	**43,248**	**46,500**	**46,500**	**19,000**	**19,000**

CITY OF APPLE VALLEY
2016 BUDGET
ACCOUNT DETAIL

DEPT 93: EDA OPERATIONS FUND -3212

COMPANY 3210: EDA OPERATIONS

ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
6235	**CONSULTANT SERVICES**							
	Miscellaneous - MCCD	7,500	7,500	7,500	7,500	7,500	7,500	7,500
	Ordinance/MB Campus	40,000	40,000	20,000				
	Downtown Plan (CDA Match)							
	Financial Advisor fees			6,240				
	Total	47,500	47,500	33,740	7,500	7,500	7,500	7,500
6249	**OTHER CONTRACTUAL SERVICES**							
	Share of Broadband Access Strudy			5,243	8,900	8,900		
	Forgivable Loan - UPONOR			800,000				
	Total	-	-	805,243	8,900	8,900	-	-
6276	**SCHOOL/CONF/EXP - OTHER**							
	Economic Development-UPONOR Nordic Business Development Trade Mission (3 @ 5500)		16,500		16,500	16,500		
	Total	-	16,500	-	16,500	16,500	-	-
6278	**SUBSISTANCE ALLOWANCE**							
	Economic Development-UPONOR Nordic Business Development Trade Mission (3 for 7 days @ $100)		2,100		2,100	2,100		
	Total	-	2,100	-	2,100	2,100	-	-
6280	**DUES & SUBSCRIPTIONS**							
	Membership in local chapters of nordic Chambers of Commerce			1,500	1,500	1,500	1,500	1,500
	Greater MSP	10,000	10,000	10,000	10,000	10,000	10,000	10,000
	Total	10,000	10,000	11,500	11,500	11,500	11,500	11,500
6740	**Capital Outlay**							
	Central Village Parking Lot			356,220				
	Total	-	-	356,220	-	-	-	-
	Total Net of Personnel	57,500	76,100	1,206,703	46,500	46,500	19,000	19,000
	TOTAL EXPENSES	$ 57,500	$ 76,100	$ 1,206,703	$ 46,500	$ 46,500	$ 19,000	$ 19,000

Note: 2013 is the first year in which the EDA operations Fund has been budgeted.

Notes:

COMPANY	DEPARTMENT	BUSINESS UNIT	ACTIVITY
7400	105	7400”s	Vehicle & Equipment Replacement Fund

DESCRIPTION OF ACTIVITY

The Vehicle and Equipment Replacement Fund (VERF) is being created to provide a financing mechanism for the systematic replacement of vehicles in the City’s Fleet. The goal of the fund is to have sufficient cash flow to fund annual equipment purchases without the need to borrow and to stabilize budgeting for major equipment purchases. The goal is to accumulate funds but it is not planned to have all the resources to fund 100% of the replacement value of the entire fleet at any one time. The revenue source for the fund includes an annual inter-fund charge for vehicles and equipment in the program, proceeds from trade-ins and equipment sales for those items covered by the program, into the addition to interest earnings.

As the program is phased in, initially only the following departments are included in the program; Code Enforcement/Community Development, Building Inspections, Engineering, Police, Fire, and Fleet, in 2016, the Parks Department will be added to the VERF Program and in future (by 2021) the Streets Department will be added.

SCOPE

The Vehicle and Equipment Replacement Fund will apply to vehicles and equipment used by operations accounted for as a governmental fund (i.e. it does not include enterprise funds).

How the VERF Works

The VERF serves as a financing mechanism and each department is responsible for the management of their departments VERF account.

- Vehicles and Equipment not included in the VERF program are not to be replaced through the use of VERF funds.
- The initial funding of the VERF comes from a combination of the existing equipment fund and the Closed GO bond Fund.
- A separate account will be used to maintain a balance by department area for the following departments; Code Enforcement/Community Development, Building Inspections, Engineering, Police, and Fire.
- Replacements are limited to replacement of same kind of equipment, additional costs for upgrades and additional features beyond the replacement equipment are funded by the operating department within the operating budget. If equipment to outfit a vehicle is intended to be funded through the use of the VERF, the cost for the outing should be included in the estimated replacement cost.
- The annual charge is calculated each year and is equal to the estimated replacement cost divided by the replacement cycle of the vehicle.
- The VERF is designed to fund replacements of the vehicle- not the initial purchase for fleet additions.
- Additions to the fleet are intended to be funded in the operating department’s budget, and once purchased the asset are transferred to the VERF.

Budget Process

- The VERF along with the listing of covered vehicles will be included in the annual Capital Improvements Program as well included in the annual operating budget as an internal service fund.
- The vehicles included in the program will be scheduled based on the City Council adopted vehicle replacement schedule. Replacements each year will be based on recommendations provided to the Fleet Manager from each operating department. Each year's vehicle and equipment replacements are subject to the annual budgeting process for inclusion in the City Administrator's recommended budget and will be included as a separate section of the annual Capital Improvements Program.
- The VERF annual budget will include a calculation of the annual charge for each vehicle in the program to be included in each department's operating budget.
- The assets and subsequent depreciation are recorded in the VERF-Internal Service Fund.
- A minimum reserve level in the VERF fund is to be maintained at a minimum level where the 10 year projected balance remains positive at each year. In the event that reserve levels are projected to fall below this minimum the annual charge will be adjusted by a fund shortage factor.

MAJOR OBJECTIVES FOR 2016

The identified replacements that are proposed to be funded from the equipment fund are listed below.

	2013 Adopted	2014 Adopted	2015 Proposed	2016 Proposed	2017 Proposed
Revenue:					
VERF Interfund Charges	$ -	$ 473,492	$ 494,250	$ 716,355	$ 727,500
Sale Proceeds	-	30,000	41,500	76,500	80,500
Investment Earnings	-	1,440	8,120	9,135	7,760
Transfer from Closed GO Debt Fund	-	96,000	-	461,000	-
	-	600,932	543,870	1,262,990	815,760
Expenses					
Depreciation	-	340,500	340,500	544,000	544,000
Capital outlay:					
Code Enforcement	-	24,500	-	-	-
Police	-	170,000	193,000	65,000	114,800
Fire	-	82,000	495,000	530,000	270,600
Parks	-	-	-	513,600	476,300
Bldg Inspections	-	21,250	-	-	-
Total Capital outlay	-	297,750	688,000	1,108,600	861,700
Total	-	638,250	1,028,500	1,652,600	1,405,700
Cash Balance					
Beginning of Year	$ -	$ -	$ 303,182	$ 159,052	$ 313,442
Revenues	-	600,932	543,870	1,262,990	815,760
Expenses	-	(638,250)	(1,028,500)	(1,652,600)	(1,405,700)
Addback Depreciation Exp	-	340,500	340,500	544,000	544,000
End of Year	$ -	$ 303,182	$ 159,052	$ 313,442	$ 267,502

VEHICLES TO BE PURCHASED IN 2016/2017

Unit	Desc	Life Cycle	Acq Date	year added	replace year	Original Price	Purchase Price	Trade Value	Replace Cost
	Police								
963	2008 Chev 1/2 Ton 4-WD Pickup (CSO)	8	Apr-08	2008	2016	2016	28,000	5,000	23,000
909	2010 Ford Crown Victoria	6	Aug-10	2010	2016	2016	37,000	4,000	33,000
							65,000	9,000	56,000
	Fire								
4993	2002 Chev K2500 Crew Cab Pickup	13	Apr-02	2002	2016	26,375	30,000	3,000	27,000
4987	1991 Spartan Fire Pumper 1250 GPM/5	25	Jan-91	1991	2016	500,000	500,000	20,000	480,000
							530,000	23,000	507,000
	Parks								
290	2001 AERA-vator 80" Aerator	15	May-01	2001	2016	8,048	10,500	500	10,000
235	2006 Ford F150 Pickup	10	Mar-06	2006	2016	16,431	18,000	1,500	16,500
227	2006 Ford 3/4 Ton Pickup (4-WD)	10	Apr-06	2006	2016	22,125	22,000	3,000	19,000
224	2006 Ford F250 3/4 Ton Ext. Cab Pickt	10	Mar-06	2006	2016	19,051	22,000	1,500	20,500
233	2003 Ford E-350 Van	12	May-03	2003	2016	18,366	22,000	1,500	20,500
256	1997 Smithco Grass Sweeper 77-100-B	19	Oct-97	1997	2016	18,123	23,000	1,000	22,000
262	2006 Grass/Trash Sweeper	10	Jan-06	2006	2016	26,103	26,000	1,000	25,000
252	2009 Kawasaki 4x4 Mule 4010	7	Feb-09	2009	2016	11,324	27,000	1,500	25,500
272	2004 Toro Rake-O-Vac Turf Sweeper	12	Feb-04	2004	2016	21,879	32,000	1,000	31,000
238	2006 Ford F350 1 Ton Dump Truck (4-'	10	Apr-06	2006	2016	32,252	40,100	7,000	33,100
244	2009 Toro GM 4700-D	7	Jul-09	2009	2016	55,970	66,000	10,000	56,000
210	2007 Trackless Mod. MT5T 3001 Tractc	10	Sep-06	2006	2016	86,600	90,000	5,000	85,000
232	2001 Sterling SC7000 Water Truck (210	15	Jul-01	2001	2016	93,611	115,000	10,000	105,000
							513,600	44,500	469,100
	TOTAL 2016						1,108,600	76,500	1,032,100

Unit	Desc	Life Cycle	Acq Date	year added	replace year	Original Price	Purchase Price	Trade Value	Replace Cost
	Police								
972	1997 Radar Trailer #1	20	Apr-97	1997	2017	2017	18,450	500	17,950
960	2011 GMC 1/2 Ton 4-WD Pickup (CSO)	6	Mar-11	2011	2017	2017	28,700	5,000	23,700
911	2011 Ford Crown Victoria	5	Jun-11	2012	2017	2017	33,825	3,500	30,325
921	2011 Ford Crown Victoria (SRO)	5	Sep-11	2012	2017	2017	33,825	3,500	30,325
							114,800	12,500	102,300
	Fire								
4992	2004 Ford E-350 Club Wagon	13	Apr-04	2004	2017	20,873	24,600	1,500	23,100
4990	1992 Chev Step Van	25	Jan-92	1992	2017	23,932	246,000	3,000	243,000
							270,600	4,500	266,100
	Parks								
253	2011 Kaw 4x4 Mule 3010 & 80 Gal. Fiel	6	Jul-11	2011	2017	10,000	13,500	1,500	12,000
292	2005 Neary Bedknife Grinder	12	Jun-05	2005	2017	10,609	13,200	1,000	12,200
259	2010 Toro Workman	7	Jun-10	2010	2017	21,018	23,000	1,500	21,500
247	2007 Ford F250 ¾ Ton Pickup	10	Jun-07	2007	2017	21,222	25,500	1,500	24,000
216	2002 Bobcat 763 Skid Loader W/Cab	15	Jul-02	2002	2017	20,951	30,000	6,000	24,000
293	2005 Foley Reel Grinder	12	Jun-05	2005	2017	24,747	30,000	2,000	28,000
246	2007 Ford F350 1 Ton Dump Truck (4-'	10	Jun-07	2007	2017	34,252	40,100	7,000	33,100
212	2002 JD 110 (4-WD) Tractor W/Loader	15	Jul-02	2002	2017	48,143	54,000	8,000	46,000
217	2005 New Holland TV145 Bi-directional	12	Nov-05	2005	2017	78,691	80,000	20,000	60,000
251	2005 New Holland TV145 Tractor w/ Sr	12	Jan-05	2005	2017	69,757	77,000	10,000	67,000
209	2005 Holder C-242 Tractor W/ 60" Snov	12	Sep-05	2005	2017	59,481	90,000	5,000	85,000
							476,300	63,500	412,800
	TOTAL 2017						861,700	80,500	781,200

CITY OF APPLE VALLEY
2016 BUDGET
ACCOUNT DETAIL

DEPT 105 - VERF

COMPANY 7400 - VEHICLE & EQUIPMENT REPLACEMENT FUND - INTERNAL SERVICE FUND

JDE ACC'T	DESCRIPTION	2015 ADMIN RECOMMEND	2015 COUNCIL ADOPTED	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
REVENUES							
4225	VERF CHARGES FROM:						
	CODE ENFORCEMENT	2,480	2,480	2,540	2,540	2,540	2,540
	GEN GOVT BUILDINGS	2,560	2,560	2,620	2,620	2,620	2,620
	POLICE	189,630	189,630	196,870	196,870	196,870	196,870
	FIRE	279,800	279,800	278,000	286,300	292,100	292,100
	ENGINEERING	4,640	4,640	4,760	4,760	4,760	4,760
	PUBLIC WORKS	4,340	4,340	4,450	4,450	4,450	4,450
	CMF SHOP	5,270	5,270	5,400	5,400	5,550	5,550
	BLDG INSPECTIONS	5,530	5,530	5,660	5,660	5,660	5,660
	PARK MAINT	-	-		207,755	212,950	212,950
	Total	494,250	494,250	500,300	716,355	727,500	727,500
5010	INTEREST						
	CODE ENFORCEMENT	-	-	-	-	-	-
	GEN GOVT BUILDINGS	-	-	-	-	-	-
	POLICE	-	-	-	1,340	3,500	3,500
	FIRE	-	-	-	3,990	2,200	2,200
	ENGINEERING	-	-	-	90	125	125
	PUBLIC WORKS	-	-	-	70	100	100
	CMF SHOP	-	-	-	75	120	120
	BLDG INSPECTIONS	-	-	-	115	165	165
	PARK MAINT	-	-	-	3,455	1,550	1,550
	Total	-	8,120	10,000	9,135	7,760	7,760
8205	PROCEEDS FROM SALE/TRADE						
	CODE ENFORCEMENT	-	-	-	-	-	-
	GEN GOVT BUILDINGS	-	-	-	-	-	-
	POLICE	-	-	9,000	9,000	12,500	12,500
	FIRE	-	-	23,000	23,000	4,500	4,500
	ENGINEERING	-	-	-	-	-	-
	PUBLIC WORKS	-	-	-	-	-	-
	CMF SHOP	-	-	-	-	-	-
	BLDG INSPECTIONS	-	-	-	-	-	-
	PARK MAINT	-	-	44,500	44,500	63,500	63,500
		36,500	36,500				
	Total	36,500	36,500	76,500	76,500	80,500	80,500
	TOTAL REVENUES	530,750	538,870	586,800	801,990	815,760	815,760
DEPRECIATION							
	CODE ENFORCEMENT				2,170	2,170	2,170
	GEN GOVT BUILDINGS				2,500	2,500	2,500
	POLICE				133,040	133,040	133,040
	FIRE				172,900	172,900	172,900
	ENGINEERING				4,530	4,530	4,530
	PUBLIC WORKS				4,125	4,125	4,125
	CMF SHOP				4,660	4,660	4,660
	BLDG INSPECTIONS				6,975	6,975	6,975
	PARK MAINT				213,100	213,100	213,100
	Total	340,500	340,500	340,500	544,000	544,000	544,000
6730	**CAPITAL OUTLAY - VEHICLES**						
	CODE ENFORCEMENT (BU 7412)	-	-				
	GEN GOVT BUILDINGS	-	-				
	POLICE (BU 7402)	193,000	193,000	130,175	65,000	114,800	114,800
	FIRE (BU 7407)	495,000	495,000	30,750	530,000	270,600	270,600
	ENGINEERING (BU 7412)	-	-				
	CMF SHOP (BU 7435)	-	-				
	BLDG INSPECTIONS (BU 7417)	-	-	23,830	-		
	PARKS MAINTENANCE (BU 7432)	-	-		513,600	476,300	476,300
	Total	688,000	688,000	184,755	1,108,600	861,700	861,700
	TOTAL EXPENSES	$ 1,028,500	$ 1,028,500	$ 525,255	$ 1,652,600	$ 1,405,700	$ 861,700

COMPANY	DEPARTMENT	BUSINESS UNIT	ACTIVITY
4000	71	4002	Municipal Building Fund

DESCRIPTION OF ACTIVITY

The Municipal Building Fund is being created to provide a financing mechanism for the systematic improvements of municipal buildings and facilities. The goal of the fund is to have sufficient cash flow to fund annual purchases and to stabilize budgeting for these building improvement expenditures. The revenue source for the fund includes an annual transfer from the General Fund and a transfer from the Future Capital Project Fund in an amount equal to the prior year's interest earnings experienced in the Future Capital Projects Fund, in the addition to interest earnings.

As the program is phased in, an inventory of long term building needs will be incorporated into the Capital Improvements Plan in order to prioritize these identified needs.

SCOPE

The Municipal Building Fund Vehicle will be used for building and facility needs that extend the usefully life of the building and facility and is not intended to address ongoing maintenance items which will continue to be addressed in the individual operating budgets.

MAJOR OBJECTIVES FOR 2016

The identified replacements that are proposed to be funded from the equipment fund are listed below.

Summary Budget
Department 71 - Municipal Building Fund

	2013 Adopted	2014 Adopted	2015 Proposed	2016 Proposed	2017 Proposed
Revenue:					
Transfer From General Fund	$ -	$ -	$ -	$ 171,500	$ 176,000
Transfer from Future Cap.Proj. Fund	-	-	-	370,000	180,000
Investment Earnings	-	-	-	4,875	4,500
	-	-	-	546,375	360,500
Expenses					
Capital outlay:					
6715- Buildings	-	-	-	206,500	392,000
6740- Capital Outlay Other	-	-	-	25,000	80,000
	-	-	-	-	-
Total	-	-	-	231,500	472,000
Cash Balance					
Beginning of Year	$ -	$ -	$ -	$ -	$ 314,875
Revenues	-	-	-	546,375	360,500
Expenses	-	-	-	(231,500)	(472,000)
Addback Depreciation Exp	-	-	-	-	-
End of Year	$ -	$ -	$ -	$ 314,875	$ 203,375

Capital Outlay:

Description	2016
CMF exterior Door replacement	6,500
CMF HVAC Rehab	85,000
CMF Signage	10,000
CMF HVAC Control Upgrade	30,000
Teen Center Main Room Flooring	15,000
Redwood Remove diving board standard	15,000
AVCC Lobby Improvements	25,000
AVFAC Building ReRoofing	45,000
	$ 231,500

Description	2017
AVFAC bathroom Counter Replacement	10,000
CMF vehicle storage bldg floor rehab	32,500
CMF Rehab Street Forman Offices	7,500
AVCC Lobby / Hallway Lighting	10,000
AVCC Front Counter Glass Enclosure	12,000
Redwood Building Improvements	20,000
AVCC Interior	25,000
CMF Replace Last Roof Section	30,000
AVFAC Bathhouse floor refinish	40,000
AVCC Replace Office Carpet	50,000
Reroof Valley Middle	55,000
AVFAC Diamond Brite Lap Lanes	80,000
AVCC Repl Sport Court Flooring	100,000
	472,000

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
CAPITAL BUILDINGS

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6235 - CONSULTANT SERVICES		6,200		0				
6230 - CONTRACTUAL SERVICES		**6,200**		**0**				
6266 - REPAIRS-BUILDING		6,980		0				
6260 - REPAIRS AND MAINTENA		**6,980**		**0**				
6200 - TOTAL OPERATING COSTS		**13,180**		**0**				
6399 - OTHER CHARGES		670		0				
6301 - OTHER EXPENDITURES		**670**		**0**				
6300 - TOTAL OTHER EXPENDITURES		**670**		**0**				
6715 - CAPITAL OUTLAY-BUILDINGS		13,286		0	523,000	206,500	919,500	392,000
6720 - CAPITAL OUTLAY-FURNITURE & FIX				45,563				
6735 - CAPITAL OUTLAY-OTHER IMPROVEME		6,114		0				
6740 - CAPITAL OUTLAY-MACH/EQ/OTHER		259,617		22,952	25,000	25,000	235,000	80,000
6701 - TOTAL CAPITAL OUTLAY		**279,017**		**68,515**	**548,000**	**231,500**	**1,154,500**	**472,000**
6700 - TOTAL CAPITAL OUTLAY		**279,017**		**68,515**	**548,000**	**231,500**	**1,154,500**	**472,000**
6810 - CONSTRUCTION IN PROGRESS		401,575		22,365				
6801 - TOTAL CONSTRUCTION COSTS		**401,575**		**22,365**				
6800 - TOTAL CONSTRUCTION COSTS		**401,575**		**22,365**				
7001 - TOTAL INTEREST AND FISCAL FEES		**0**		**0**				
7000 - TOTAL INTEREST AND FISCAL FEES		**0**		**0**				
		694,441		**90,879**	**548,000**	**231,500**	**1,154,500**	**472,000**

DEPT: 71 MUNI BLDG (4000)

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2015 YEAR END PROJECTED	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT REQUEST	2017 ADMIN RECOMMEND
	Total	-	-	-	-	-
	Total	-	-	-	-	-
6715	**Capital Outlay Buildings**					
	Muni Center Bathroom Counter Replacement		-	-	10,000	10,000
	AVFAC Bathhouse floor refinish				40,000	40,000
	AVFAC Building ReRoofing		45,000	45,000		
	CMF HVAC Rehab		85,000	85,000		
	CMF exterior Door replacement		6,500	6,500		
	CMF Vehicle hoist				82,500	-
	CMF Rehab Street Forman Offices				7,500	7,500
	CMF vehicle storage bldg floor rehab		32,500	-	32,500	32,500
	CMF Replace Last Roof Section				30,000	30,000
	CMF HVAC Control Upgrade			30,000	30,000	-
	Reroof Valley Middle		-		55,000	55,000
	Parking Lot Community Center		225,000			
	Reroof Teen Center		50,000	-		
	Metal Roof Soccer stadium		6,000	-		-
	Metal Roof Legion Field		6,000	-		-
	Teen Center Interior Painting		5,000	-		
	Teen Center Main Room Flooring		15,000	15,000		
	AVCC Lobby Improvements		25,000	25,000		
	AVCC Replace Boilers				250,000	
	AVCC Replace Office Carpet				50,000	50,000
	AVCC Front Counter Glass Enclosure				12,000	12,000
	AVCC Lobby / Hallway Lighting				10,000	10,000
	AVCC Repl Sport Court Flooring				100,000	100,000
	AVCC Re-Roof Sport Court Gym				100,000	
	AVCC Interior				25,000	25,000
	Senior Center Backup Boiler w/2 pumps		15,000	-		
	Senior Center Irrigation		7,000			
	Senior Center Interior Painting				10,000	-
	Senior Center Plumbing fixtures				5,000	-
	Senior Center Yellowstone Room Carpet Rep				30,000	-
	Redwood Coomunity Room Improvements				40,000	20,000
	Total	-	523,000	206,500	919,500	392,000
6740						
	AVCC Electronic Sign				35,000	-
	CMF Signage		10,000	10,000		
	Redwood Remove diving board standard		15,000	15,000		
	AVFAC Diamond Brite Lap Lanes				80,000	80,000
	AVFAC Slide Resurfacing				120,000	
	Total	-	25,000	25,000	235,000	80,000
	Total Net of Personnel	-	548,000	231,500	1,154,500	472,000
	TOTAL EXPENSES	$ -	$ 548,000	$ 231,500	$ 1,154,500	$ 472,000

COMPANY	DEPARTMENT	BUSINESS UNIT	ACTIVITY
5000	56, 57, 58 and 59	5005, 5025, 5065 5095	Liquor Operations

DESCRIPTION OF ACTIVITY

Liquor Operations exist in order to control the sale and consumption of alcoholic beverages in compliance with Federal and State laws. After control, we strive to provide the community the highest possible profit.

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Actual 2012	Actual 2013	Actual 2014	Proposed 2015	Proposed 2016	Proposed 2017
AV Gross Profit %	27.4*	28.6%*	29.0%	26.0%	25.0%	25.0%
For comparison:						
Metro Average Gross Profit	25.8%*	26.1%*				
AV Net Operating Profit % (before transfers)	9.7%*	9.8%*	11.6%	6.4%	3.5%	3.3%
Metro Avg. Net Op. Profit%	8.1%*	7.8%*				
Sales	9,231,890*	9,380,818*	9,291,547	8,300,000	8,420,600	8,628,700
Transfer to General Fund	525,000*	525,000*	600,000	630,000	630,000	630,000

** Numbers from the State Auditor's Report*

	Regular Status Personnel Schedule – FTE's				
Position Title	Adopted 2012	Adopted 2013	Adopted 2014	Adopted 2015	Proposed 2016
Liquor Operation Director	1	1	1	1	1
Liquor Store Manager	3	3	3	3	3
Assistant Store Manager	3	2	2	2	2
Lead Liquor Clerk	1	1	1		

	Temporary Status Personnel Schedule –(# hours)				
Position Title	Adopted 2012	Adopted 2013	Adopted 2014	Proposed 2015	Proposed 2016
Accounting Clerk PT	1,450	1,450	1,404	1,404	1,350
Lead Clerk PT	2,115	2,115	2,448	4,250	3,650
Cashier / Clerks	20,850	20,850	20,181	17,235	16,700
Supervisor PT	1,820	1,820	2,106	4,580	3,250

Summary Budget Business Unit - Liquor Combined	2013 Actual	2014 Actual	2013 Adopted	2014 Adopted	2015 Adopted	2016 Proposed	2017 Proposed
Sales Revenue	9,380,818	9,292,224	9,400,000	9,395,000	9,000,000	8,420,600	8,628,700
Cost of Goods Sold	6,695,446	6,600,147	6,956,000	6,952,300	6,660,000	6,315,450	6,471,525
Gross Profit	2,685,372	2,692,077	2,444,000	2,442,700	2,340,000	2,105,150	2,157,175
Expenditures							
Salaries and Wages	768,808	760,311	805,594	823,348	801,860	826,305	860,060
Employee Benefits	209,430	200,612	234,001	224,666	221,420	229,925	237,925
Supplies	13,713	22,828	27,600	27,750	25,850	22,750	24,550
Contractual Services	28,838	28,356	37,070	37,553	36,268	39,585	40,025
Utilities	59,974	60,090	58,800	61,450	63,175	64,975	65,775
Repairs and Maint.	14,413	9,285	32,810	38,295	49,720	49,129	40,079
Training/Travel/Dues	9,099	8,169	11,391	11,666	12,050	12,050	12,075
Other Expenditures	229,504	254,097	237,350	242,325	253,900	267,015	272,475
Visa M/C fees	126,952	135,356	151,000	134,500	135,500	127,000	138,500
Depreciation	134,490	133,075	137,000	143,600	165,300	175,700	178,900
Total Exp.	1,595,221	1,612,179	1,732,616	1,745,153	1,765,043	1,814,434	1,870,364
Operating Income - before Transfers & Interest	1,090,151	1,079,898	711,384	697,547	574,957	290,716	286,811
Other Revenue (expense)	1,304	(193)	-	-	-	-	-
Interest Income	(54,549)	94,840	35,000	34,500	31,000	30,000	30,000
Transfers Out	(525,000)	(600,000)	(525,000)	(600,000)	(600,000)	(630,000)	(630,000)
Debt Service Interest	(116,436)	(111,895)	(116,065)	(111,850)	(54,291)	(30,000)	(28,000)
Net Income	395,470	462,650	14,240	20,197	(48,334)	(339,284)	(341,189)
Capital Outlay (net of bond proceeds)	(122,500)	(13,050)	(122,500)	(100,287)	(30,000)	(31,000)	(75,000)
Debt Service Principal	(145,000)	(150,000)	(145,000)	(150,000)	(200,000)	(230,000)	(235,000)

Change in Cash							
Net income above	395,470	462,650	14,240	20,197	(48,334)	(339,284)	(341,189)
Add depreciation	134,490	133,075	137,000	143,600	165,300	175,700	178,900
Less Capital Outlay	(122,500)	(13,050)	(122,500)	(100,287)	(30,000)	(31,000)	(75,000)
Less Debt Service - Princ	(145,000)	(150,000)	(145,000)	(150,000)	(200,000)	(230,000)	(235,000)
Net change in Current Liab /Asset	97,778	(107,679)	(116,260)				
Net Change in Cash	360,238	324,996	(232,520)	(86,490)	(113,034)	(424,584)	(472,289)
Ending Cash Balance	2,760,236	3,085,232	2,527,716	2,673,746	2,414,682	1,990,098	1,517,809

CAPITAL OUTLAY:

2016:

Store # 1	Digital Cameras for CCTV phase 2	$10,000
Store # 2	Digital Cameras for CCTV phase 2	$ 6,000
Store # 2	Awnings	$ 5,000
Store # 3	Digital Cameras for CCTV phase 2	$10,000
		$31,000

2017:

Store #3	Exterior Marquee / Digital Sign	$ 75,000

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
LIQUOR STORE MANAGEMENT

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6110 - SALARY-REGULAR EMPLOYEES	93,309	100,693	98,030	51,258	106,365	106,365	112,480	112,480
6111 - SALARY PART-TIME	25,089	21,199	24,610	11,910	25,225	25,225	25,865	25,865
6118 - VACATION PAY		670		0				
6121 - INSURANCE CASH BENEFIT	0	724	0	339				
6123 - SALARY-OTHER	2,368		7,800		6,550	6,550	3,440	3,440
6105 - SALARIES AND WAGES	**120,766**	**123,286**	**130,440**	**63,507**	**138,140**	**138,140**	**141,785**	**141,785**
6138 - MEDICARE	1,751	1,761	1,890	923	2,005	2,005	2,055	2,055
6139 - FICA	7,488	7,532	8,085	3,947	8,565	8,565	8,790	8,790
6141 - PENSIONS-PERA	8,756	8,853	9,785	4,738	10,360	10,360	10,635	10,635
6142 - WORKERS COMPENSATION	1,819	1,900	2,800	1,347	3,105	3,105	3,525	3,525
6143 - UNEMPLOYMENT COMPENSATION		360		2,094				
6144 - LONG-TERM DISABILITY INSURANCE	276	270	290	145	310	310	320	320
6145 - MEDICAL INSURANCE	10,500	9,533	12,000	4,326	12,600	12,600	12,600	12,600
6146 - DENTAL INSURANCE		488		291				
6147 - LIFE INSURANCE-BASIC		11		3				
6148 - LIFE INSURANCE-SUPP/DEPEND		1,492		1,106				
6125 - EMPLOYEE BENEFITS	**30,590**	**32,199**	**34,850**	**18,919**	**36,945**	**36,945**	**37,925**	**37,925**
6100 - TOTAL PERSONNEL SERVICES	**151,356**	**155,486**	**165,290**	**82,425**	**175,085**	**175,085**	**179,710**	**179,710**
6210 - OFFICE SUPPLIES		17		0				
6229 - GENERAL SUPPLIES		0		16				
6205 - SUPPLIES	**0**	**17**	**0**	**16**				
6231 - LEGAL SERVICES				1,972				
6235 - CONSULTANT SERVICES	14,000	11,646	13,000	4,231	16,000	16,000	16,390	16,390
6239 - PRINTING	13,000	7,215	13,000	1,860	13,000	13,000	13,000	13,000
6230 - CONTRACTUAL SERVICES	**27,000**	**18,861**	**26,000**	**8,063**	**29,000**	**29,000**	**29,390**	**29,390**
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	150	15	150	25	150	150	150	150
6276 - SCHOOLS/CONFERENCES/EXP OTHER	725	514	775	709	775	775	800	800
6277 - MILEAGE/AUTO ALLOWANCE	1,100	811	1,150	354	1,150	1,150	1,150	1,150
6280 - DUES & SUBSCRIPTIONS	5,900	5,906	5,925	0	6,625	6,625	6,625	6,625
6270 - TRNG/TRAVL/DUES/UNIF	**7,875**	**7,246**	**8,000**	**1,088**	**8,700**	**8,700**	**8,725**	**8,725**
6200 - TOTAL OPERATING COSTS	**34,875**	**26,124**	**34,000**	**9,168**	**37,700**	**37,700**	**38,115**	**38,115**
6399 - OTHER CHARGES	8,225	7,708	8,900	4,347	10,415	10,415	11,290	11,290
6301 - OTHER EXPENDITURES	**8,225**	**7,708**	**8,900**	**4,347**	**10,415**	**10,415**	**11,290**	**11,290**
6300 - TOTAL OTHER EXPENDITURES	**8,225**	**7,708**	**8,900**	**4,347**	**10,415**	**10,415**	**11,290**	**11,290**
6701 - TOTAL CAPITAL OUTLAY		**0**		**0**				
6700 - TOTAL CAPITAL OUTLAY		**0**		**0**				
7110 - TRANSFER TO OTHER FUNDS	600,000	600,000	600,000	300,000	630,000	630,000	630,000	630,000
7101 - TOTAL TRANSFERS	**600,000**	**600,000**	**600,000**	**300,000**	**630,000**	**630,000**	**630,000**	**630,000**
7100 - TOTAL TRANSFERS	**600,000**	**600,000**	**600,000**	**300,000**	**630,000**	**630,000**	**630,000**	**630,000**
	794,456	**789,318**	**808,190**	**395,940**	**853,200**	**853,200**	**859,115**	**859,115**

CITY OF APPLE VALLEY
2016 BUDGET
ACCOUNT DETAIL

DEPT 56: LIQUOR STORE MANAGEMENT - 5005

COMPANY 5000: LIQUOR FUND

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 FROM 15-16 BUDGET	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
	SALARIES								
6110	Regular Employees	93,309	98,030	98,030	106,365	106,365	106,365	112,480	112,480
6111	Salaries - Parttime	25,089	24,610	24,610	25,225	25,225	25,225	25,865	25,865
6121	Insurance-Cash Benefit								
6123	Salaries - Other	2,368	7,800	7,800	6,550	6,550	6,550	3,440	3,440
6138	Medicare	1,751	1,890	1,890	2,005	2,005	2,005	2,055	2,055
6139	FICA	7,488	8,085	8,085	8,565	8,565	8,565	8,790	8,790
6141	Pension - PERA	8,756	9,785	9,785	10,360	10,360	10,360	10,635	10,635
6142	Workers Compensation	1,819	2,800	2,800	3,105	3,105	3,105	3,525	3,525
6144	Long-term Disability Insurance	276	290	290	310	310	310	320	320
6145	Hospital & Life Insurance	10,500	12,000	12,000	12,600	12,600	12,600	12,600	12,600
	Total	151,356	165,290	165,290	175,085	175,085	175,085	179,710	179,710
6235	**CONSULTANT SERVICES**								
	Audit	14,000	13,000	13,000	13,000	13,000	13,000	13,390	13,390
	PCI Compliance			8,000		3,000	3,000	3,000	3,000
	Total	14,000	13,000	21,000	13,000	16,000	16,000	16,390	16,390
6239	**PRINTING/PUBLISHING/ADVERTISING**								
	Advertising, Help wanted, etc	13,000	13,000	8,500	13,000	13,000	13,000	13,000	13,000
	Total	13,000	13,000	8,500	13,000	13,000	13,000	13,000	13,000
6275	**SCHOOL/CONF/EXP - LOCAL**								
	Seminars	150	150	85	150	150	150	150	150
	Total	150	150	85	150	150	150	150	150
6276	**SCHOOL/CONF/EXP - OTHER**								
	MMBA conference	725	775	770	775	775	775	800	800
	Total	725	775	770	775	775	775	800	800
6277	**MILEAGE ALLOWANCE**								
		1,100	1,150	1,000	1,150	1,150	1,150	1,150	1,150
	Total	1,100	1,150	1,000	1,150	1,150	1,150	1,150	1,150
6280	**DUES & SUBSCRIPTIONS**								
	MN Municipal Beverage Assn	5,000	5,000	5,500	5,000	5,700	5,700	5,700	5,700
	Chamber Dues Council	900	925	925	925	925	925	925	925
	Total	5,900	5,925	6,425	5,925	6,625	6,625	6,625	6,625
6399	**OTHER CHARGES**								
	LOGIS	8,225	8,900	8,900	9,670	10,415	10,415	11,290	11,290
	Total	8,225	8,900	8,900	9,670	10,415	10,415	11,290	11,290
7110	**TRANSFER TO GENERAL FUND**								
	Operating Transfer	600,000	600,000	600,000	630,000	630,000	630,000	630,000	630,000
	Total	600,000	600,000	600,000	630,000	630,000	630,000	630,000	630,000
	Total Net of Personnel	643,100	642,900	646,680	673,670	678,115	678,115	679,405	679,405
	TOTAL EXPENSES	$ 794,456	$ 808,190	$ 811,970	$ 848,755	$ 853,200	$ 853,200	$ 859,115	$ 859,115

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
LIQUOR STORE #1

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6110 - SALARY-REGULAR EMPLOYEES	150,000	114,549	111,075	57,369	121,350	121,350	133,915	133,915
6111 - SALARY PART-TIME	134,018	126,537	126,705	56,044	133,885	133,885	148,400	148,400
6113 - OVERTIME-REGULAR EMPLOYEES	2,000	492	2,000	263	2,000	2,000	2,000	2,000
6114 - OVERTIME PART-TIME EMPLOYEES	5,000	3,538	5,000	925	5,000	5,000	5,000	5,000
6118 - VACATION PAY		-1,845		0				
6121 - INSURANCE CASH BENEFIT	0	724	0	339				
6122 - COMP REQUEST		0		0				
6123 - SALARY-OTHER	7,770	0	12,445	0	9,935	9,935	6,285	6,285
6105 - SALARIES AND WAGES	**298,788**	**243,996**	**257,225**	**114,938**	**272,170**	**272,170**	**295,600**	**295,600**
6129 - REALLOCATED LABOR		0		0				
6138 - MEDICARE	4,322	3,494	3,730	1,646	3,945	3,945	4,285	4,285
6139 - FICA	18,525	14,940	15,950	7,040	16,875	16,875	18,330	18,330
6141 - PENSIONS-PERA	21,662	17,716	19,290	8,594	20,035	20,035	22,170	22,170
6142 - WORKERS COMPENSATION	5,148	4,318	6,455	2,866	7,175	7,175	8,660	8,660
6144 - LONG-TERM DISABILITY INSURANCE	453	318	345	160	360	360	385	385
6145 - MEDICAL INSURANCE	38,100	25,642	26,400	10,733	27,660	27,660	28,260	28,260
6146 - DENTAL INSURANCE		1,790		873				
6147 - LIFE INSURANCE-BASIC	0	25	0	6				
6148 - LIFE INSURANCE-SUPP/DEPEND		104		67				
6125 - EMPLOYEE BENEFITS	**88,210**	**68,348**	**72,170**	**31,986**	**76,050**	**76,050**	**82,090**	**82,090**
6100 - TOTAL PERSONNEL SERVICES	**386,998**	**312,344**	**329,395**	**146,924**	**348,220**	**348,220**	**377,690**	**377,690**
6210 - OFFICE SUPPLIES	1,000	83	900	76	800	800	800	800
6211 - SMALL TOOLS & EQUIPMENT	3,100	3,673	3,100	52	3,100	3,100	3,100	3,100
6212 - MOTOR FUELS/OILS		0		3				
6215 - EQUIPMENT-PARTS		0		0				
6229 - GENERAL SUPPLIES	8,500	7,579	8,750	4,720	8,000	8,000	8,000	8,000
6205 - SUPPLIES	**12,600**	**11,335**	**12,750**	**4,850**	**11,900**	**11,900**	**11,900**	**11,900**
6231 - LEGAL SERVICES		122		24				
6235 - CONSULTANT SERVICES	0	0	0	0				
6238 - POSTAGE/UPS/FEDEX	50	0	30	0	30	30	30	30
6239 - PRINTING		0		0				
6240 - CLEANING SERVICE/GARBAGE	1,775	1,092	1,775	499	1,725	1,725	1,775	1,775
6249 - OTHER CONTRACTUAL SERVICES	420	675	470	0	510	510	510	510
6230 - CONTRACTUAL SERVICES	**2,245**	**1,890**	**2,275**	**523**	**2,265**	**2,265**	**2,315**	**2,315**
6255 - UTILITIES-ELECTRIC	21,000	19,381	21,500	5,464	21,500	21,500	21,500	21,500
6256 - UTILITIES-NATURAL GAS	3,750	5,159	4,500	1,881	5,400	5,400	5,200	5,200
6257 - UTILITIES-PROPANE/WATER/SEWER	800	262	400	129	600	600	600	600
6250 - UTILITIES	**25,550**	**24,802**	**26,400**	**7,474**	**27,500**	**27,500**	**27,300**	**27,300**
6265 - REPAIRS-EQUIPMENT	4,805	1,170	5,125	4,092	5,884	5,884	5,884	5,884
6266 - REPAIRS-BUILDING	5,685	1,443	5,690	1,525	5,690	5,690	6,190	6,190
6269 - REPAIRS-OTHER	3,300	0	3,300	0	6,000	6,000		
6260 - REPAIRS AND MAINTENA	**13,790**	**2,613**	**14,115**	**5,617**	**17,574**	**17,574**	**12,074**	**12,074**
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	300	0	850	0	200	200	200	200
6276 - SCHOOLS/CONFERENCES/EXP OTHER	0		0	533				
6277 - MILEAGE/AUTO ALLOWANCE	250	178	200	110	200	200	200	200
6280 - DUES & SUBSCRIPTIONS	497	97	450	22	450	450	450	450
6281 - UNIFORM/CLOTHING ALLOWANCE	500	304	500	684	500	500	500	500
6270 - TRNG/TRAVL/DUES/UNIF	**1,547**	**578**	**2,000**	**1,350**	**1,350**	**1,350**	**1,350**	**1,350**

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
LIQUOR STORE #1

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6200 - TOTAL OPERATING COSTS	**55,732**	**41,218**	**57,540**	**19,814**	**60,589**	**60,589**	**54,939**	**54,939**
6310 - RENTAL EXPENSE	180,200	177,295	181,000	82,262	181,500	181,500	182,500	182,500
6311 - INSURANCE-PROPERTY/LIABILITY	23,000	23,000	27,600	13,800	32,500	32,500	34,125	34,125
6321 - CASH OVER/SHORT		0		0				
6330 - SALES/USE TAX		133		0				
6333 - GENERAL-CASH DISCOUNTS		-37		-16				
6351 - VISA/BANK CHARGES	62,000	63,573	63,000	22,153	58,000	58,000	60,000	60,000
6399 - OTHER CHARGES		5		0				
6301 - OTHER EXPENDITURES	**265,200**	**263,970**	**271,600**	**118,200**	**272,000**	**272,000**	**276,625**	**276,625**
6300 - TOTAL OTHER EXPENDITURES	**265,200**	**263,970**	**271,600**	**118,200**	**272,000**	**272,000**	**276,625**	**276,625**
6425 - VISA/BANK CHARGES	0	0	0	0				
6401 - EXPENDITURES	**0**	**0**	**0**	**0**				
6400 - TOTAL GOLF EXPENDITURES	**0**	**0**	**0**	**0**				
6510 - LIQUOR	3,396,600	1,108,028	3,330,000	373,777	3,088,275	3,088,275	3,150,075	3,150,075
6520 - WINE	0	695,491	0	187,421				
6530 - BEER	0	1,411,481	0	412,206				
6540 - TAXABLE MISC FOR RESALE	0	35,122	0	13,357				
6545 - NON-TAXABLE MISC FOR RESALE	0	28,138	0	10,223				
6550 - FREIGHT ON RESALE MDSE	0	24,347	0	7,558				
6501 - TAXABLE/NON-TAXABLE MISC RESAL	**3,396,600**	**3,302,607**	**3,330,000**	**1,004,543**	**3,088,275**	**3,088,275**	**3,150,075**	**3,150,075**
6500 - TOTAL LIQUOR EXPENDITURES	**3,396,600**	**3,302,607**	**3,330,000**	**1,004,543**	**3,088,275**	**3,088,275**	**3,150,075**	**3,150,075**
6610 - DEPRECIATION	16,600	14,612	18,400	7,246	24,800	24,800	26,800	26,800
6601 - TOTAL DEPRECIATION	**16,600**	**14,612**	**18,400**	**7,246**	**24,800**	**24,800**	**26,800**	**26,800**
6600 - TOTAL DEPRECIATION	**16,600**	**14,612**	**18,400**	**7,246**	**24,800**	**24,800**	**26,800**	**26,800**
6740 - CAPITAL OUTLAY-MACH/EQ/OTHER	26,500	3,970	10,000	3,530	10,000	10,000		
6701 - TOTAL CAPITAL OUTLAY	**26,500**	**3,970**	**10,000**	**3,530**	**10,000**	**10,000**		
6700 - TOTAL CAPITAL OUTLAY	**26,500**	**3,970**	**10,000**	**3,530**	**10,000**	**10,000**		
	4,147,630	**3,938,721**	**4,016,935**	**1,300,257**	**3,803,884**	**3,803,884**	**3,886,129**	**3,886,129**

DEPT 57: LIQUOR STORE NO 1 - 5010 & 5025

COMPANY 5000: LIQUOR FUND

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 FROM 15-16 BUDGET	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
	Total Sales - Store # 1	4,590,000	4,500,000	4,076,900	4,600,000	4,117,700	4,117,700	4,200,100	4,200,100
	COST OF GOODS SOLD	3,396,600	3,330,000	3,016,906	3,404,000	3,088,275	3,088,275	3,150,075	3,150,075
	Gross Margin	1,193,400	1,170,000	1,059,994	1,196,000	1,029,425	1,029,425	1,050,025	1,050,025
	SALARIES								
6110	Regular Employees	150,000	111,075	111,075	121,350	121,350	121,350	133,915	133,915
6111	Salary-Parttime	134,018	126,705	126,705	133,885	133,885	133,885	148,400	148,400
6112	Salary-Seasonal Temp								
6113	Overtime - Reg	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000
6114	Overtime - Part time	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
6121	Insurance Cash Benefit								
6123	Salaries - Other	7,770	12,445	12,445	9,935	9,935	9,935	6,285	6,285
6138	Medicare	4,322	3,730	3,730	3,945	3,945	3,945	4,285	4,285
6139	FICA	18,525	15,950	15,950	16,875	16,875	16,875	18,330	18,330
6141	Pension - PERA	21,662	19,290	19,290	20,035	20,035	20,035	22,170	22,170
6142	Workers Compensation	5,148	6,455	6,455	7,175	7,175	7,175	8,660	8,660
6144	Long-term Disability Insurance	453	345	345	360	360	360	385	385
6145	Hospital & Life Insurance	38,100	26,400	26,400	27,660	27,660	27,660	28,260	28,260
	Total	386,998	329,395	329,395	348,220	348,220	348,220	377,690	377,690
6210	**OFFICE SUPPLIES**								
		1,000	900	500	900	800	800	800	800
	Total	1,000	900	500	900	800	800	800	800
6211	**SMALL TOOL & EQUIPMENT**								
	Misc. Exp	1,000	1,000	500	1,000	1,000	1,000	1,000	1,000
	Vacuum	650	650		650	650	650	650	650
	Beer Taps	650	650	500	650	650	650	650	650
	Computers/Register items	800	800	500	800	800	800	800	800
	Total	3,100	3,100	1,000	3,100	3,100	3,100	3,100	3,100
6229	**GENERAL SUPPLIES**								
	Bags, Cleaning Supplies, etc.	8,500	8,750	9,000	8,750	8,000	8,000	8,000	8,000
	Total	8,500	8,750	9,000	8,750	8,000	8,000	8,000	8,000
6238	**POSTAGE/UPS/FEDEX**								
		50	30		30	30	30	30	30
	Total	50	30	-	30	30	30	30	30
6240	**C. SERVICE/GARBAGE REMOVAL**								
	Rubbish Removal	1,000	1,100	900	1,100	1,100	1,100	1,100	1,100
	Rug Service	350	350	260	300	300	300	300	300
	Carpet Cleaning/Tile	300	200	200	250	200	200	250	250
	Window Washing	125	125	125	125	125	125	125	125
	Total	1,775	1,775	1,485	1,775	1,725	1,725	1,775	1,775
6249	**OTHER CONTRACTUAL SERVICES**								
	Alarm Monitoring	220	220	260	220	260	260	260	260
	Misc.	200	250	250	250	250	250	250	250
	Total	420	470	510	470	510	510	510	510
6255	**UTILITIES - ELECTRIC**								
		21,000	21,500	20,000	21,500	21,500	21,500	21,500	21,500
	Total	21,000	21,500	20,000	21,500	21,500	21,500	21,500	21,500
6256	**UTILITIES - NATURAL GAS**								
		3,750	4,500	5,200	4,500	5,400	5,400	5,200	5,200
	Total	3,750	4,500	5,200	4,500	5,400	5,400	5,200	5,200
6257	**UTILITIES - OTHER**								
		800	400	540	400	600	600	600	600
	Total	800	400	540	400	600	600	600	600
6265	**REPAIRS - EQUIPMENT**								
	Copier Maint. Agreement	625	625	625	625	684	684	684	684
	Cash Registers Maint. Agreement	1,680	2,000	4,100	2,000	3,700	3,700	3,700	3,700
	Misc/Baler, Fire ext serv,etc.	1,000	1,000	500	1,000	500	500	500	500
	Computer / Register Systems	1,000	1,000	500	1,000	500	500	500	500
	Alarm repairs	500	500	500	500	500	500	500	500
	Total	4,805	5,125	6,225	5,125	5,884	5,884	5,884	5,884
6266	**REPAIRS - BUILDINGS**								
	Miscellaneous	2,000	2,000	1,600	2,000	2,000	2,000	2,500	2,500
	Annual Fire Spklr test	185	190	190	190	190	190	190	190
	Rooftop heating unit	1,500	1,500		1,500	1,500	1,500	1,500	1,500
	Cooler	2,000	2,000	1,000	2,000	2,000	2,000	2,000	2,000
	Total	5,685	5,690	2,790	5,690	5,690	5,690	6,190	6,190
6269	**REPAIRS - OTHER**								
	Rewire Neon Signs	3,300	3,300		3,300	6,000	6,000		
	Total	3,300	3,300	-	3,300	6,000	6,000	-	-
6275	**SCHOOL/CONF/EXP - LOCAL**								
	Boot Camp		550						

DEPT 57: LIQUOR STORE NO 1 - 5010 & 5025

COMPANY 5000: LIQUOR FUND

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 FROM 15-16 BUDGET	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
	Seminars/Training	300	300	100	300	200	200	200	200
	Total	300	850	100	300	200	200	200	200
6277	**MILEAGE ALLOWANCE**								
	Miscellaneous	250	200	175	200	200	200	200	200
	Total	250	200	175	200	200	200	200	200
6280	**DUES & SUBSCRIPTIONS**								
	Retailers ID Card (Buyers Card)	20	20	20	20	20	20	20	20
	Miscellaneous	150	100	100	100	100	100	100	100
	Chamber Dues	302	305	305	305	305	305	305	305
	ID Checking Guide	25	25	25	25	25	25	25	25
	Total	497	450	450	450	450	450	450	450
6281	**UNIFORM/CLOTHING ALLOWANCE**	500	500	500	500	500	500	500	500
	Total	500	500	500	500	500	500	500	500
6310	**RENTAL EXPENSE**								
	Base Rent	126,000	126,000	126,000	126,000	131,500	131,500	131,500	131,500
	Taxes	31,200	32,000	25,000	32,000	27,000	27,000	28,000	28,000
	Common Mall Area Maint	23,000	23,000	23,000	23,000	23,000	23,000	23,000	23,000
	Total	180,200	181,000	174,000	181,000	181,500	181,500	182,500	182,500
6311	**INSURANCE**	23,000	27,600	27,600	32,500	32,500	32,500	34,125	34,125
	Total	23,000	27,600	27,600	32,500	32,500	32,500	34,125	34,125
6351	**VISA/BANK CHARGES**	62,000	63,000	56,000	64,000	58,000	58,000	60,000	60,000
	Total	62,000	63,000	56,000	64,000	58,000	58,000	60,000	60,000
6610	**DEPRECIATION**	16,600	18,400	18,400	24,800	24,800	24,800	26,800	26,800
	Total	16,600	18,400	18,400	24,800	24,800	24,800	26,800	26,800
6720	**CAPITAL OUTLAY - FURNITURE**								
	Total	-	-	-	-	-	-	-	-
6725	**CAPITAL OUTLAY - OFFICE EQUIP.**								
	Total	-	-	-	-	-	-	-	-
6740	**CAPITAL OUTLAY - MACH/EQ/OTHER**								
	Register software and hardware	20,000							
	Cooler Door Motor & Fan Controls	6,500							
	DVR phase 1		10,000	10,000					
	DVR phase 2					10,000	10,000		
	Signage Upgrades				50,000				
	Total	26,500	10,000	10,000	50,000	10,000	10,000	-	-
	Total Net of Personnel	364,032	357,540	334,475	409,290	367,389	367,389	358,364	358,364
	TOTAL EXPENSES	$ 751,030	686,935	$ 663,870	$ 757,510	$ 715,609	$ 715,609	$ 736,054	$ 736,054

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
LIQUOR STORE #2

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6110 - SALARY-REGULAR EMPLOYEES	76,695	78,423	73,655	37,730	75,495	75,495	77,385	77,385
6111 - SALARY PART-TIME	88,794	79,968	97,445	40,688	103,630	103,630	108,575	108,575
6113 - OVERTIME-REGULAR EMPLOYEES	1,500	0	1,500	0	1,500	1,500	1,500	1,500
6114 - OVERTIME PART-TIME EMPLOYEES	1,800	1,840	1,800	571	1,800	1,800	1,800	1,800
6118 - VACATION PAY		6,968		0				
6121 - INSURANCE CASH BENEFIT	0	0	850	0				
6123 - SALARY-OTHER	3,637		5,285		3,955	3,955	3,375	3,375
6105 - SALARIES AND WAGES	**172,426**	**167,199**	**180,535**	**78,988**	**186,380**	**186,380**	**192,635**	**192,635**
6138 - MEDICARE	2,500	2,214	2,605	1,145	2,705	2,705	2,795	2,795
6139 - FICA	10,690	9,468	11,140	4,897	11,555	11,555	11,945	11,945
6141 - PENSIONS-PERA	12,501	11,639	13,475	5,924	13,840	13,840	14,450	14,450
6142 - WORKERS COMPENSATION	2,980	2,859	4,510	1,978	4,910	4,910	5,645	5,645
6144 - LONG-TERM DISABILITY INSURANCE	227	201	215	103	215	215	220	220
6145 - MEDICAL INSURANCE	13,800	10,308	14,400	4,696	15,060	15,060	12,600	12,600
6146 - DENTAL INSURANCE	0	1,090	0	582				
6147 - LIFE INSURANCE-BASIC		11		3				
6148 - LIFE INSURANCE-SUPP/DEPEND		2		16				
6125 - EMPLOYEE BENEFITS	**42,698**	**37,792**	**46,345**	**19,345**	**48,285**	**48,285**	**47,655**	**47,655**
6100 - TOTAL PERSONNEL SERVICES	**215,124**	**204,991**	**226,880**	**98,333**	**234,665**	**234,665**	**240,290**	**240,290**
6210 - OFFICE SUPPLIES	500	125	0	40	400	400	400	400
6211 - SMALL TOOLS & EQUIPMENT	2,500	1,686	400	435	1,250	1,250	1,900	1,900
6215 - EQUIPMENT-PARTS		16	1,900	0				
6229 - GENERAL SUPPLIES	3,500	2,567	2,600	2,060	3,000	3,000	3,000	3,000
6205 - SUPPLIES	**6,500**	**4,394**	**4,900**	**2,536**	**4,650**	**4,650**	**5,300**	**5,300**
6231 - LEGAL SERVICES		122		24				
6235 - CONSULTANT SERVICES		0	0	0				
6238 - POSTAGE/UPS/FEDEX	30		30		30	30	30	30
6239 - PRINTING		0		270				
6240 - CLEANING SERVICE/GARBAGE	1,850	1,085	1,350	356	1,650	1,650	1,650	1,650
6249 - OTHER CONTRACTUAL SERVICES	2,018	2,073	2,258	0	2,070	2,070	2,070	2,070
6230 - CONTRACTUAL SERVICES	**3,898**	**3,280**	**3,638**	**651**	**3,750**	**3,750**	**3,750**	**3,750**
6255 - UTILITIES-ELECTRIC	10,500	9,323	10,500	2,627	10,500	10,500	11,000	11,000
6256 - UTILITIES-NATURAL GAS	1,200	1,579	1,500	535	1,700	1,700	1,700	1,700
6257 - UTILITIES-PROPANE/WATER/SEWER	300	291	375	140	375	375	375	375
6250 - UTILITIES	**12,000**	**11,192**	**12,375**	**3,303**	**12,575**	**12,575**	**13,075**	**13,075**
6265 - REPAIRS-EQUIPMENT	3,340	1,168	3,375	2,295	4,425	4,425	4,225	4,225
6266 - REPAIRS-BUILDING	3,300	1,359	5,740	2,132	5,940	5,940	5,940	5,940
6269 - REPAIRS-OTHER	1,000		1,000		1,000	1,000	1,000	1,000
6260 - REPAIRS AND MAINTENA	**7,640**	**2,527**	**10,115**	**4,427**	**11,365**	**11,365**	**11,165**	**11,165**
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	200	0	150	0	100	100	100	100
6277 - MILEAGE/AUTO ALLOWANCE	100		50		50	50	50	50
6280 - DUES & SUBSCRIPTIONS	497	97	450	22	450	450	450	450
6281 - UNIFORM/CLOTHING ALLOWANCE	250	0	250	0	250	250	250	250
6270 - TRNG/TRAVL/DUES/UNIF	**1,047**	**97**	**900**	**22**	**850**	**850**	**850**	**850**
6200 - TOTAL OPERATING COSTS	**31,085**	**21,490**	**31,928**	**10,938**	**33,190**	**33,190**	**34,140**	**34,140**
6311 - INSURANCE-PROPERTY/LIABILITY	10,000	10,000	12,000	6,000	14,500	14,500	15,225	15,225
6330 - SALES/USE TAX		72		0				

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
LIQUOR STORE #2

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6333 - GENERAL-CASH DISCOUNTS		-16		-5				
6351 - VISA/BANK CHARGES	27,500	25,428	27,000	9,622	25,000	25,000	26,000	26,000
6301 - OTHER EXPENDITURES	**37,500**	**35,483**	**39,000**	**15,617**	**39,500**	**39,500**	**41,225**	**41,225**
6300 - TOTAL OTHER EXPENDITURES	**37,500**	**35,483**	**39,000**	**15,617**	**39,500**	**39,500**	**41,225**	**41,225**
6425 - VISA/BANK CHARGES	0	0	0	0				
6401 - EXPENDITURES	**0**	**0**	**0**	**0**				
6400 - TOTAL GOLF EXPENDITURES	**0**	**0**	**0**	**0**				
6510 - LIQUOR	1,339,400	363,400	1,221,000	114,159	1,159,575	1,159,575	1,171,050	1,171,050
6520 - WINE	0	275,820	0	82,934				
6530 - BEER	0	526,514	0	151,027				
6540 - TAXABLE MISC FOR RESALE	0	20,463	0	5,795				
6545 - NON-TAXABLE MISC FOR RESALE	0	18,940	0	5,309				
6550 - FREIGHT ON RESALE MDSE	0	9,143	0	2,872				
6501 - TAXABLE/NON-TAXABLE MISC RESAL	**1,339,400**	**1,214,279**	**1,221,000**	**362,096**	**1,159,575**	**1,159,575**	**1,171,050**	**1,171,050**
6500 - TOTAL LIQUOR EXPENDITURES	**1,339,400**	**1,214,279**	**1,221,000**	**362,096**	**1,159,575**	**1,159,575**	**1,171,050**	**1,171,050**
6610 - DEPRECIATION	16,400	10,059	33,600	4,969	35,600	35,600	36,800	36,800
6601 - TOTAL DEPRECIATION	**16,400**	**10,059**	**33,600**	**4,969**	**35,600**	**35,600**	**36,800**	**36,800**
6600 - TOTAL DEPRECIATION	**16,400**	**10,059**	**33,600**	**4,969**	**35,600**	**35,600**	**36,800**	**36,800**
6720 - CAPITAL OUTLAY-FURNITURE & FIX	111,000	0	0	1,005				
6740 - CAPITAL OUTLAY-MACH/EQ/OTHER	10,000	0	10,000	1,745	11,000	11,000		
6701 - TOTAL CAPITAL OUTLAY	**121,000**	**0**	**10,000**	**2,750**	**11,000**	**11,000**		
6700 - TOTAL CAPITAL OUTLAY	**121,000**	**0**	**10,000**	**2,750**	**11,000**	**11,000**		
	1,760,509	**1,486,302**	**1,562,408**	**494,703**	**1,513,530**	**1,513,530**	**1,523,505**	**1,523,505**

CITY OF APPLE VALLEY
2016 BUDGET
ACCOUNT DETAIL

DEPT 58: LIQUOR STORE NO 2 - 5050 & 5065

COMPANY 5000: LIQUOR FUND

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 FROM 15-16 BUDGET	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
	Total Sales - Store # 2	1,810,000	1,650,000	1,530,800	1,670,000	1,546,100	1,546,100	1,561,400	1,561,400
6510/6550	**COST OF GOODS SOLD**	1,339,400	1,221,000	1,132,792	1,235,800	1,159,575	1,159,575	1,171,050	1,171,050
	Gross Margin	470,600	429,000	398,008	434,200	386,525	386,525	390,350	390,350
	SALARIES								
6110	Regular Employees	76,695	73,655	73,655	75,495	75,495	75,495	77,385	77,385
6111	Salary-Parttime	88,794	97,445	97,445	103,630	103,630	103,630	108,575	108,575
6112	Salary-Seasonal Temp								
6113	Overtime - Reg	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500
6114	Overtime - Part time	1,800	1,800	1,800	1,800	1,800	1,800	1,800	1,800
6121	Insurance Cash Benefit		850	850					
6123	Salaries - Other	3,636	5,285	5,285	3,955	3,955	3,955	3,375	3,375
6138	Medicare	2,501	2,605	2,605	2,705	2,705	2,705	2,795	2,795
6139	FICA	10,690	11,140	11,140	11,555	11,555	11,555	11,945	11,945
6141	Pension - PERA	12,501	13,475	13,475	13,840	13,840	13,840	14,450	14,450
6142	Workers Compensation	2,979	4,510	4,510	4,910	4,910	4,910	5,645	5,645
6144	Long-term Disability Insurance	227	215	215	215	215	215	220	220
6145	Hospital & Life Insurance	13,800	14,400	14,400	15,060	15,060	15,060	12,600	12,600
	Total	215,124	226,880	226,880	234,665	234,665	234,665	240,290	240,290
6210	**OFFICE SUPPLIES**								
	Miscellaneous	500	400	200	400	400	400	400	400
	Total	500	400	200	400	400	400	400	400
6211	**SMALL TOOL & EQUIPMENT**								
	Misc. Exp	500	500	500	500	500	500	500	500
	Vacuum	650	650	580	650			650	650
	Beer Taps	250	250	100	250	250	250	250	250
	Computers/Register items	1,100	500	400	500	500	500	500	500
	Total	2,500	1,900	1,580	1,900	1,250	1,250	1,900	1,900
6229	**GENERAL SUPPLIES**								
	Bags, Cleaning Supplies, etc	3,500	2,600	2,600	3,500	3,000	3,000	3,000	3,000
	Total	3,500	2,600	2,600	3,500	3,000	3,000	3,000	3,000
6238	**POSTAGE/UPS/FEDEX**								
		30	30		30	30	30	30	30
	Total	30	30	-	30	30	30	30	30
6240	**C. SERVICE/GARBAGE REMOVAL**								
	Rubbish Removal	1,000	1,000	950	1,000	1,000	1,000	1,000	1,000
	Carpet Cleaning	500			250	500	500	500	500
	Rug Service	250	250	100	100	150	150	150	150
	Window Washing	100	100						
	Total	1,850	1,350	1,050	1,350	1,650	1,650	1,650	1,650
6249	**OTHER CONTRACTUAL SERVICES**								
	Alarm Monitoring	208	208	255	208	260	260	260	260
	Misc	150	150	150	150	150	150	150	150
	Mowing	1,660	1,900	1,660	2,000	1,660	1,660	1,660	1,660
	Total	2,018	2,258	2,065	2,358	2,070	2,070	2,070	2,070
6255	**UTILITIES - ELECTRIC**								
		10,500	10,500	10,000	10,500	10,500	10,500	11,000	11,000
	Total	10,500	10,500	10,000	10,500	10,500	10,500	11,000	11,000
6256	**UTILITIES - NATURAL GAS**								
		1,200	1,500	1,600	1,500	1,700	1,700	1,700	1,700
	Total	1,200	1,500	1,600	1,500	1,700	1,700	1,700	1,700
6257	**UTILITIES - OTHER**								
	Water & Sewer	300	375	300	375	375	375	375	375
	Total	300	375	300	375	375	375	375	375
6265	**REPAIRS - EQUIPMENT**								
	Cash Register Maint Agreement	1,190	1,200	1,700	1,200	1,850	1,850	1,850	1,850
	Misc/Conveyor	500	500	300	500	500	500	300	300
	Computer / Register Systems	1,000	1,000	1,000	1,000	300	300	300	300
	Alarm Repairs	300	300	300	300	300	300	300	300
	Copier Maint. Agreement	350	375	375	375	375	375	375	375
	HVAC Maintenance			600		1,100	1,100	1,100	1,100
	Total	3,340	3,375	4,275	3,375	4,425	4,425	4,225	4,225

CITY OF APPLE VALLEY
2016 BUDGET
ACCOUNT DETAIL

DEPT 58: LIQUOR STORE NO 2 - 5050 & 5065

COMPANY 5000: LIQUOR FUND

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 FROM 15-16 BUDGET	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
6266	**REPAIRS - BUILDINGS**								
	Furnace, Compressor, Cooler etc.	2,000	2,000	2,200	2,000	1,600	1,600	1,600	1,600
	Lawn Sprinkler	300	300	300	300				
	Misc/Electric work	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
	Landscape maintenance		2,000			2,000	2,000	2,000	2,000
	Annual Fire Spklr test	190	190	190	190	190	190	190	190
	Irrigation start up / fall blowout	250	250	250	250	250	250	250	250
	Parking lot striping	900			900	900	900	900	900
	Total	3,300	5,740	3,940	4,640	5,940	5,940	5,940	5,940
6269	**REPAIRS - OTHER**								
	Store Exterior, Paint or Repairs	1,000	1,000		1,000	1,000	1,000	1,000	1,000
	Total	1,000	1,000	-	1,000	1,000	1,000	1,000	1,000
6275	**SCHOOL/CONF/EXP - LOCAL**								
	Seminars/Training	200	150	50	150	100	100	100	100
	Total	200	150	50	150	100	100	100	100
6276	**SCHOOL/CONF/EXP-OTHER**								
	Total	-	-	-	-	-	-	-	-
6277	**MILEAGE ALLOWANCE**								
		100	50		50	50	50	50	50
	Total	100	50	-	50	50	50	50	50
6280	**DUES & SUBSCRIPTIONS**								
	Miscellaneous Subscriptions	150	100	100	100	100	100	100	100
	Retailers ID Card (Buyers Card)	20	20	20	20	20	20	20	20
	ID Checking Guide	25	25	25	25	25	25	25	25
	Chamber Dues	302	305	305	305	305	305	305	305
	Total	497	450	450	450	450	450	450	450
6281	**UNIFORM/CLOTHING ALLOWANCE**								
		250	250	200	250	250	250	250	250
	Total	250	250	200	250	250	250	250	250
6311	**INSURANCE**								
		10,000	12,000	12,000	14,500	14,500	14,500	15,225	15,225
	Total	10,000	12,000	12,000	14,500	14,500	14,500	15,225	15,225
6351	**VISA/BANK CHARGES**								
		27,500	27,000	24,000	27,500	25,000	25,000	26,000	26,000
		27,500	27,000	24,000	27,500	25,000	25,000	26,000	26,000
6610	**DEPRECIATION**								
		16,400	33,600	33,600	35,600	35,600	35,600	36,800	36,800
	Total	16,400	33,600	33,600	35,600	35,600	35,600	36,800	36,800
6720	**CAPITAL OUTLAY - OFFICE FURN**								
	Minor remodel, flooring, millwork, fees,	82,000							
	Fire Sprinkle first floor + replace ceiling	29,000							
	Total	111,000	-	-	-	-	-	-	-
6725	**CAPITAL OUTLAY - OFFICE EQUIP**								
	Total	-	-	-	-	-	-	-	-
6740	**CAPITAL OUTLAY - OTHER ITEMS**								
	Register software and hardware	10,000							
	DVR phase 1		10,000	10,000					
	DVR phase 2					6,000	6,000		
	Signage Upgrade				50,000				
	Awnings					5,000			
	Total	10,000	10,000	10,000	50,000	11,000	6,000	-	-
	Total Net of Personnel	205,985	114,528	107,910	159,428	119,290	114,290	112,165	112,165
	TOTAL EXPENSES	$ 421,109	$ 341,408	$ 334,790	$ 394,093	$ 353,955	$ 348,955	$ 352,455	$ 352,455

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
LIQUOR STORE #3

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6110 - SALARY-REGULAR EMPLOYEES	131,336	135,793	133,430	66,580	137,570	137,570	141,000	141,000
6111 - SALARY PART-TIME	88,242	83,031	88,845	37,767	83,920	83,920	80,080	80,080
6113 - OVERTIME-REGULAR EMPLOYEES	1,500	628	1,500	0	1,500	1,500	1,500	1,500
6114 - OVERTIME PART-TIME EMPLOYEES	3,200	2,871	3,200	766	3,200	3,200	3,200	3,200
6118 - VACATION PAY		2,793		0				
6121 - INSURANCE CASH BENEFIT	0	714	0	169				
6123 - SALARY-OTHER	7,090		6,685		3,425	3,425	4,260	4,260
6105 - SALARIES AND WAGES	**231,368**	**225,830**	**233,660**	**105,282**	**229,615**	**229,615**	**230,040**	**230,040**
6138 - MEDICARE	3,355	3,188	3,390	1,514	3,330	3,330	3,340	3,340
6139 - FICA	14,345	13,632	14,485	6,473	14,235	14,235	14,260	14,260
6141 - PENSIONS-PERA	16,774	16,149	17,525	7,884	16,980	16,980	17,255	17,255
6142 - WORKERS COMPENSATION	3,995	3,959	5,865	2,632	6,050	6,050	6,740	6,740
6144 - LONG-TERM DISABILITY INSURANCE	399	367	390	188	390	390	400	400
6145 - MEDICAL INSURANCE	24,300	23,519	26,400	11,410	27,660	27,660	28,260	28,260
6146 - DENTAL INSURANCE		1,194		582				
6147 - LIFE INSURANCE-BASIC		22		6				
6148 - LIFE INSURANCE-SUPP/DEPEND		241		116				
6125 - EMPLOYEE BENEFITS	**63,168**	**62,272**	**68,055**	**30,805**	**68,645**	**68,645**	**70,255**	**70,255**
6100 - TOTAL PERSONNEL SERVICES	**294,536**	**288,101**	**301,715**	**136,088**	**298,260**	**298,260**	**300,295**	**300,295**
6210 - OFFICE SUPPLIES	1,000	86	900	379	800	800	800	800
6211 - SMALL TOOLS & EQUIPMENT	2,650	3,490	2,050	52	1,400	1,400	2,050	2,050
6212 - MOTOR FUELS/OILS		0		0				
6215 - EQUIPMENT-PARTS		0		0				
6229 - GENERAL SUPPLIES	5,000	3,506	5,250	3,110	4,000	4,000	4,500	4,500
6205 - SUPPLIES	**8,650**	**7,082**	**8,200**	**3,541**	**6,200**	**6,200**	**7,350**	**7,350**
6231 - LEGAL SERVICES		545		198				
6235 - CONSULTANT SERVICES		172		0				
6238 - POSTAGE/UPS/FEDEX	40		30		30	30	30	30
6239 - PRINTING		0		0				
6240 - CLEANING SERVICE/GARBAGE	1,650	1,182	1,775	451	1,725	1,725	1,725	1,725
6249 - OTHER CONTRACTUAL SERVICES	2,720	2,425	2,550	574	2,815	2,815	2,815	2,815
6230 - CONTRACTUAL SERVICES	**4,410**	**4,325**	**4,355**	**1,223**	**4,570**	**4,570**	**4,570**	**4,570**
6255 - UTILITIES-ELECTRIC	23,000	23,457	23,500	7,004	24,000	24,000	24,500	24,500
6257 - UTILITIES-PROPANE/WATER/SEWER	900	639	900	111	900	900	900	900
6250 - UTILITIES	**23,900**	**24,096**	**24,400**	**7,114**	**24,900**	**24,900**	**25,400**	**25,400**
6265 - REPAIRS-EQUIPMENT	8,630	2,051	5,450	3,573	5,650	5,650	6,400	6,400
6266 - REPAIRS-BUILDING	7,235	2,094	5,740	150	7,240	7,240	7,240	7,240
6269 - REPAIRS-OTHER	1,000		14,300		3,200	3,200	7,300	7,300
6260 - REPAIRS AND MAINTENA	**16,865**	**4,145**	**25,490**	**3,723**	**16,090**	**16,090**	**20,940**	**20,940**
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	200	1	200	0	200	200	200	200
6277 - MILEAGE/AUTO ALLOWANCE	200	150	200	17	200	200	200	200
6280 - DUES & SUBSCRIPTIONS	497	97	450	22	450	450	450	450
6281 - UNIFORM/CLOTHING ALLOWANCE	300	0	300	171	300	300	300	300
6270 - TRNG/TRAVL/DUES/UNIF	**1,197**	**248**	**1,150**	**211**	**1,150**	**1,150**	**1,150**	**1,150**
6200 - TOTAL OPERATING COSTS	**55,022**	**39,896**	**63,595**	**15,811**	**52,910**	**52,910**	**59,410**	**59,410**
6310 - RENTAL EXPENSE	3,400	5,100	3,400	1,700	3,400	3,400	3,400	3,400
6311 - INSURANCE-PROPERTY/LIABILITY	17,500	17,500	21,000	10,500	24,700	24,700	25,935	25,935

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
LIQUOR STORE #3

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6330 - SALES/USE TAX		143		0				
6333 - GENERAL-CASH DISCOUNTS		-21		-7				
6351 - VISA/BANK CHARGES	45,000	46,354	45,500	17,450	44,000	44,000	45,000	45,000
6301 - OTHER EXPENDITURES	**65,900**	**69,077**	**69,900**	**29,642**	**72,100**	**72,100**	**74,335**	**74,335**
6300 - TOTAL OTHER EXPENDITURES	**65,900**	**69,077**	**69,900**	**29,642**	**72,100**	**72,100**	**74,335**	**74,335**
6425 - VISA/BANK CHARGES	0	0	0	0				
6401 - EXPENDITURES	**0**	**0**	**0**	**0**				
6400 - TOTAL GOLF EXPENDITURES	**0**	**0**	**0**	**0**				
6510 - LIQUOR	2,216,300	588,851	2,109,000	146,262	2,067,600	2,067,600	2,150,400	2,150,400
6520 - WINE	0	616,187	0	174,301				
6530 - BEER	0	814,637	0	247,361				
6540 - TAXABLE MISC FOR RESALE	0	24,814	0	8,633				
6545 - NON-TAXABLE MISC FOR RESALE	0	22,606	0	7,968				
6550 - FREIGHT ON RESALE MDSE	0	16,165	0	4,262				
6501 - TAXABLE/NON-TAXABLE MISC RESAL	**2,216,300**	**2,083,261**	**2,109,000**	**588,787**	**2,067,600**	**2,067,600**	**2,150,400**	**2,150,400**
6500 - TOTAL LIQUOR EXPENDITURES	**2,216,300**	**2,083,261**	**2,109,000**	**588,787**	**2,067,600**	**2,067,600**	**2,150,400**	**2,150,400**
6610 - DEPRECIATION	110,600	108,404	113,300	53,757	115,300	115,300	115,300	115,300
6601 - TOTAL DEPRECIATION	**110,600**	**108,404**	**113,300**	**53,757**	**115,300**	**115,300**	**115,300**	**115,300**
6600 - TOTAL DEPRECIATION	**110,600**	**108,404**	**113,300**	**53,757**	**115,300**	**115,300**	**115,300**	**115,300**
6740 - CAPITAL OUTLAY-MACH/EQ/OTHER	29,500	9,245	10,000	3,490	10,000	10,000	75,000	75,000
6701 - TOTAL CAPITAL OUTLAY	**29,500**	**9,245**	**10,000**	**3,490**	**10,000**	**10,000**	**75,000**	**75,000**
6700 - TOTAL CAPITAL OUTLAY	**29,500**	**9,245**	**10,000**	**3,490**	**10,000**	**10,000**	**75,000**	**75,000**
6910 - BOND PRINCIPAL	150,000		200,000		230,000	230,000	235,000	235,000
6901 - TOTAL DEBT SERVICE	**150,000**		**200,000**		**230,000**	**230,000**	**235,000**	**235,000**
6900 - TOTAL DEBT SERVICE	**150,000**		**200,000**		**230,000**	**230,000**	**235,000**	**235,000**
7015 - DEBT SERVICE-INTEREST	111,850	0	54,291	0	30,000	30,000	28,000	28,000
7001 - TOTAL INTEREST AND FISCAL FEES	**111,850**	**0**	**54,291**	**0**	**30,000**	**30,000**	**28,000**	**28,000**
7000 - TOTAL INTEREST AND FISCAL FEES	**111,850**	**0**	**54,291**	**0**	**30,000**	**30,000**	**28,000**	**28,000**
	3,033,708	**2,597,985**	**2,921,801**	**827,575**	**2,876,170**	**2,876,170**	**3,037,740**	**3,037,740**

CITY OF APPLE VALLEY
2016 BUDGET
ACCOUNT DETAIL

DEPT 59: LIQUOR STORE NO 3 - 5080 & 5095

COMPANY 5000: LIQUOR FUND

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 FROM 15-16 BUDGET	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
	Total Sales - Store # 3	2,995,000	2,850,000	2,702,800	2,900,000	2,756,800	2,756,800	2,867,200	2,867,200
6510/6550	**COST OF GOODS SOLD**	2,216,300	2,109,000	2,000,072	2,146,000	2,067,600	2,067,600	2,150,400	2,150,400
	Gross Margin	778,700	741,000	702,728	754,000	689,200	689,200	716,800	716,800
6110	**SALARIES**								
	Regular Employees	131,336	133,430	133,430	137,570	137,570	137,570	141,000	141,000
6111	Salary-Parttime	88,242	88,845	88,845	83,920	83,920	83,920	80,080	80,080
6112	Salary-Seasonal Temp								
6113	Overtime - Reg	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500
6114	Overtime - Parttime	3,200	3,200	3,200	3,200	3,200	3,200	3,200	3,200
6121	Insurance Cash Benefit								
6123	Salaries - Other	7,090	6,685	6,685	3,425	3,425	3,425	4,260	4,260
6138	Medicare	3,355	3,390	3,390	3,330	3,330	3,330	3,340	3,340
6139	FICA	14,345	14,485	14,485	14,235	14,235	14,235	14,260	14,260
6141	Pension - PERA	16,775	17,525	17,525	16,980	16,980	16,980	17,255	17,255
6142	Workers Compensation	3,994	5,865	5,865	6,050	6,050	6,050	6,740	6,740
6144	Long-term Disability Insurance	399	390	390	390	390	390	400	400
6145	Hospital & Life Insurance	24,300	26,400	26,400	27,660	27,660	27,660	28,260	28,260
	Total	294,536	301,715	301,715	298,260	298,260	298,260	300,295	300,295
6210	**OFFICE SUPPLIES**								
	Miscellaneous	1,000	900	500	900	800	800	800	800
	Total	1,000	900	500	900	800	800	800	800
6211	**SMALL TOOL & EQUIPMENT**								
	Misc. Expenses	600	600	500	600	600	600	600	600
	Vacuum	650	650	580	650	-	-	650	650
	Computer / Register Systems	800	800	500	800	800	800	800	800
	Shelving	600							
	Total	2,650	2,050	1,580	2,050	1,400	1,400	2,050	2,050
6229	**GENERAL SUPPLIES**								
	Bags, Cleaning Supplies, etc	5,000	5,250	4,000	5,250	4,000	4,500	4,500	4,500
	Total	5,000	5,250	4,000	5,250	4,000	4,500	4,500	4,500
6238	**POSTAGE/UPS/FEDEX**								
		40	30		30	30	30	30	30
	Total	40	30	-	30	30	30	30	30
6240	**C. SERVICE/GARBAGE REMOVAL**								
	Rubbish Removal	800	800	600	800	800	800	800	800
	Carpet Cleaning	350	325		325	325	325	325	325
	Rug Service	350	500	380	500	450	450	450	450
	Window Washing	150	150	150	150	150	150	150	150
	Total	1,650	1,775	1,130	1,775	1,725	1,725	1,725	1,725
6249	**OTHER CONTRACTUAL SERVICES**								
	Alarm Monitoring	200	200	260	200	260	260	260	260
	Misc	100	100	100	100	100	100	100	100
	Music	350	350	385	350	385	385	385	385
	Mowing	2,070	1,900	2,070	2,000	2,070	2,070	2,070	2,070
	Total	2,720	2,550	2,815	2,650	2,815	2,815	2,815	2,815
6255	**UTILITIES - ELECTRIC**								
		23,000	23,500	23,500	23,500	24,000	24,000	24,500	24,500
	Total	23,000	23,500	23,500	23,500	24,000	24,000	24,500	24,500
6257	**UTILITIES - OTHER**								
	Water / Irrigation & Sewer	900	900	900	900	900	900	900	900
	Total	900	900	900	900	900	900	900	900
6265	**REPAIRS - EQUIPMENT**								
	Copier Maint. Agreement	350	350	350	350	350	350	350	350
	Cash Register Maint Agreement	1,680	2,000	3,150	2,000	3,700	3,700	3,700	3,700
	Computer / Register Systems	1,000	1,000	1,000	1,000	500	500	500	500
	Alarm Repairs	500	500	500	500	500	500	500	500
	HVAC Maintenance (filters)	1,000	1,000	750	1,000	-	-	750	750
	2 additional CCTV cameras + relocate	3,500							
	Batteries for Floor machine	600	600		600	600	600	600	600
	Total	8,630	5,450	5,750	5,450	5,650	5,650	6,400	6,400

CITY OF APPLE VALLEY
2016 BUDGET
ACCOUNT DETAIL

DEPT 59: LIQUOR STORE NO 3 - 5080 & 5095

COMPANY 5000: LIQUOR FUND

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 FROM 15-16 BUDGET	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
6266	**REPAIRS - BUILDINGS**								
	Heat Pumps, Compressor, Cooler etc.	2,000	2,000	1,000	2,000	2,000	2,000	2,000	2,000
	Irrigation Maintenance	400	400	350	400	400	400	400	400
	Landscape maintenance	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000
	Parking lot striping	1,500			1,500	1,500	1,500	1,500	1,500
	Annual Fire Sprkl test	185	190	190	190	190	190	190	190
	Annual Irrigation valve test	150	150	150	150	150	150	150	150
	Total	7,235	5,740	4,690	7,240	7,240	7,240	7,240	7,240
6269	**REPAIRS - OTHER**								
	Store Exterior, Paint or Repairs	1,000	1,500	1,500		1,500	1,500	1,500	1,500
	Curb & Sidewalk Repair					4,100	4,100		
	Infiltation basin repair		12,000	12,000					
	Infiltation basin maintenance		800	800	1,700	1,700	1,700	1,700	1,700
	Total	1,000	14,300	14,300	1,700	7,300	7,300	3,200	3,200
6275	**SCHOOL/CONF/EXP - LOCAL**								
	Seminars/Training	200	200	100	200	200	200	200	200
	Total	200	200	100	200	200	200	200	200
6277	**MILEAGE ALLOWANCE**								
		200	200	150	200	200	200	200	200
	Total	200	200	150	200	200	200	200	200
6280	**DUES & SUBSCRIPTIONS**								
	Retailers ID Card (Buyers Card)	20	20	20	20	20	20	20	20
	ID Checking Guide	25	25	25	25	25	25	25	25
	Miscellaneous Subscriptions	150	100	100	100	100	100	100	100
	Chamber Dues	302	305	305	305	305	305	305	305
	Total	497	450	450	450	450	450	450	450
6281	**UNIFORM/CLOTHING ALLOWANCE**								
		300	300	300	300	300	300	300	300
	Total	300	300	300	300	300	300	300	300
6310	**Rental**								
	Cobblestone Maintenance Agreement	3,400	3,400	3,400	3,400	3,400	3,400	3,400	3,400
	Total	3,400	3,400	3,400	3,400	3,400	3,400	3,400	3,400
6311	**INSURANCE**								
		17,500	21,000	2,100	24,700	24,700	24,700	25,935	25,935
	Total	17,500	21,000	2,100	24,700	24,700	24,700	25,935	25,935
6312	**TAXES/SPECIAL ASSMTS**								
	Total	-	-	-	-	-	-	-	-
6351	**VISA/BANK CHARGES**								
		45,000	45,500	42,500	47,000	44,000	44,000	45,000	45,000
		45,000	45,500	42,500	47,000	44,000	44,000	45,000	45,000
6610	**DEPRECIATION**								
		110,600	113,300	113,300	115,300	115,300	115,300	115,300	115,300
	Total	110,600	113,300	113,300	115,300	115,300	115,300	115,300	115,300
6720	**CAPITAL OUTLAY - OFFICE FURN**								
	Total	-	-	-	-	-	-	-	-
6725	**CAPITAL OUTLAY - OFFICE EQUIP**								
	Total	-	-	-	-	-	-	-	-
6740	**CAPITAL OUTLAY - OTHER ITEMS**								
	Cooler Motor and Fan Control	9,500							
	Register Software/Hardware	20,000	-	-	-	-	-	-	-
	DVR phase 1		10,000	10,000					
	DVR phase 2					10,000	10,000		
	Exterior marquee / digital billboard				75,000			75,000	75,000
	Total	29,500	10,000	10,000	75,000	10,000	10,000	75,000	75,000
7015	**DEBT SERVICE INTEREST**								
		111,850	54,291	67,120	41,433	30,000	30,000	28,000	28,000
		111,850	54,291	67,120	41,433	30,000	30,000	28,000	28,000
6910	**DEBT SERVICE PRINCIPAL**								
		150,000	200,000	200,000	210,000	230,000	230,000	235,000	235,000
		150,000	200,000	200,000	210,000	230,000	230,000	235,000	235,000
	Total Net of Personnel	522,872	511,086	498,585	569,428	514,410	514,910	582,945	582,945
	TOTAL EXPENSES	$ 817,408	$ 812,801	$ 800,300	$ 867,688	$ 812,670	$ 813,170	$ 883,240	$ 883,240

COMPANY	DEPARTMENT	BUSINESS UNIT	ACTIVITY
5100	61	5105	Golf Operations

DESCRIPTION OF ACTIVITY

Valleywood offers a wide variety of golf opportunities to all members of the public. First and foremost, our job is to operate a profitable business. Our mission is to offer a high quality golf experience at a competitive rate to the general public while providing the same opportunities to residents of Apple Valley at a discounted price.

Valleywood is a true multi-use facility. In addition to golf activities and banquets, the course plays host to the Eastview and Apple Valley High School golf teams, district 196 Nordic Ski Team, cross country running races, Apple Valley Wine Club, Winter Concert series, Mid-Winter Fest activities and a variety of other Recreation Department programs. It is imperative to the long term viability of the facility that other revenue opportunities be aggressively pursued in order to provide a positive cash flow. To that end we are attracting larger tournaments and events and working to assist in growing those events we already host. These revenue generating events allow us to retain higher quality staff to provide the level of professional service our guests have become accustomed to. This is not without its challenges. Now that we have established high service levels for our guests and as we are continuing to develop our banquet business revenues are growing rapidly while expenses have flattened.

SERVICE CATEGORIES

1 Golf Management Operations

The management team coordinates, promotes, schedules and oversees all Valleywood activities. It is essential to the overall success of this enterprise operation that the city actively participates in its management.

The operation and long range planning for the golf operation requires a high degree of coordination with a variety of city departments. Management's challenge is to provide open access to a number of community groups and a favorable season pass and patron card system for the residents of Apple Valley while promoting outside events and banquet rentals to sustain the operations profitability.

While the new facility provides opportunities for sustained positive cash flow the depreciation caused by the clubhouse and related infrastructure improvements has a significant impact on our budgetary reporting.

Golf Management Operations – Objectives for 2016

- Continued cultivation of cooperative relationship between local schools and Vo-tech's in order to provide opportunities for students in both the clubhouse and maintenance operations.
- Promote the food & Beverage options in the new facility to attract larger (more profitable) outings that are comfortable spending additional dollars to enhance their events as well as our operation.
- Increase rounds through continued targeted marketing, superior service and excellent course conditions.
- Continue to enhance our public exposure events like the holiday buffets, Event and Tournament Showcase and spring open house to bring in additional rental opportunities and assist clients in improving their existing events.

- Continue the recruitment of higher revenue banquet and event opportunities.
- Outreach and development of programs to entice additional players and league members in accordance with our growth of the game commitment.
- Build on the success of our ever-growing social media footprint by keeping information timely and fresh.
-

Regular Status Personnel Schedule –FTE's					
Position Title	Adopted 2013	Adopted 2014	Proposed 2015	Proposed 2016	Proposed 2017
Golf Course Manager	1	1	1	1	1
Recreation Supervisor/Golf	1				
Food & Beverage Coordinator		1	1	1	1
Maintenance Foreman	1.5	2	2	2	2

	Temporary Status Personnel Schedule –(# positions Part Time)				Part Time# Hours
Position Title	Adopted 2013	Adopted 2014	Proposed 2015	Proposed 2016	Proposed 2017
Golf Course Maintenance:					
Seasonal Maintenance II	2,500 hrs	2,500 hrs	2,500 hrs	2,500 hrs	2,500 hrs
Seasonal Maintenance I	7,000 hrs	9,000 hrs	7,000 hrs	7,000 hrs	7,000 hrs
Golf Operations:					
Golf Supervisors & Leads	4	6	3,000	3,000	3,000
Golf Attendants (pro shop)	8	8	4,200	4,200	4,200
Golf Attendants (outside)	16	14	6,300	6,300	6,300
Food & Beverage :					
Food & Bev. Supervisor	2	2	1,500	1,500	1,500
Food & Beverage Lead		6	2,500	2,500	2,500
Food & Bev – Cook			1,500	1,500	1,500
Food & Bev. Attendants	12	26	3,500	3,500	3,500

IMPACT MEASURES / PERFORMANCE INDICATORS	Actual 2012	Actual 2013	Actual 2014	Projected 2015	Projected 2016
# Rounds	32,612	30,165	32,564	33,500	34,000
Following data will be tracked going forward:					
Golf Events-40 to 60 players			25	60	60
Golf Events 60+ Players			12	14	15
Golf Events 100+ Players			2	3	5
Banquet Private (weddings, etc)			18	21	24
Banquet- Corporate (meetings, etc)			4	12	15
Banquet Non-Profits (DCTC,Schools)			4	7	8
Banquet Club Events (league dinners)			6	10	12
Banquet – Public Events (Liquor,event, concerts, Rotary, etc includes 50 Rotary meetings)			64	65	80

Summary Budget
Department 61 - Golf

	2012 Actual	2013 Actual	2014 Actual	2014 Adopted	2015 Proposed	2016 Proposed	2017 Proposed
Revenue:							
Rounds / cart rentals	806,595	780,154	778,535	914,500	928,000	964,000	990,000
Range / Lessons	41,543	55,135	64,344	46,000	67,000	72,500	78,500
Other pro shop sales	99,153	100,353	99,741	106,000	118,000	123,000	131,000
Concessions/ Food /Bev	162,139	223,580	346,102	245,000	325,000	380,000	420,000
Other Inc./donations	21,561	8,928	20,912	-	-	-	-
Investment Earnings	15,012	(1,344)	-	3,000	3,000	-	-
	1,146,003	1,166,806	1,309,634	1,314,500	1,441,000	1,539,500	1,619,500
Expenditures:							
Salaries & Wages	502,066	624,300	652,867	497,343	629,335	659,320	673,300
Emp. Benefits	121,111	134,505	142,920	114,180	137,145	146,115	170,715
Supplies	181,523	130,064	144,825	121,000	123,000	127,000	143,000
Items for resale	189,940	227,882	202,345	175,000	176,500	182,500	221,500
Contractual Serv.	24,101	49,768	44,392	39,500	42,500	44,500	49,500
Utilities	34,811	51,684	56,734	36,000	44,000	59,000	60,000
Repairs & Maint.	30,882	16,251	18,567	19,000	15,000	25,000	18,500
Training/Travel/Dues	12,022	9,982	8,409	12,500	11,750	11,000	11,450
Other Exp.	50,613	60,096	56,780	55,500	49,800	50,200	54,000
Visa/Bank Charges	13,941	16,681	18,543	17,000	17,000	18,000	18,000
Interest- capital leases		1,303	896	-		1,320	1,300
Interest - cart lease		2,919	3,499	2,360	1,780	-	-
Interest - Interfund Loans	7,321	15,184	14,720	14,715	13,595	12,510	13,000
Total Operating Exp	1,168,331	1,340,619	1,365,497	1,104,098	1,261,405	1,336,465	1,434,265
Income (loss) Before Depreciation	(22,328)	(173,813)	(55,863)	210,402	179,595	203,035	185,235
Depreciation	83,491	159,987	175,518	170,100	164,200	162,100	163,000
Net Income (loss)	(105,819)	(333,800)	(231,381)	40,302	15,395	40,935	22,235
Less:							
Capital Outlay	$ (15,000)	$ (314,044)	$ (34,310)	$ (211,000)	$ (89,000)	$ (137,000)	$ (191,000)
Principal on Capital Leases	$ (33,092)	$ (32,357)	$ (51,846)	$ (12,528)	$ -	$ -	$ -
Principal on cart lease		$ (38,898)	$ (22,500)	$ (40,458)	$ (40,458)	$ (97,818)	$ -
Principal on Interfund Loan	$ (42,679)	$ (42,171)	$ (42,339)	$ (42,339)	$ (42,509)	$ (42,659)	$ (42,849)
Principal on Sewer Extension		$ (12,191)	$ (12,191)	$ (12,191)	$ (12,191)	$ (12,191)	$ (12,191)
Principal on Equip certificates		$ (14,797)	$ (15,092)	$ (15,092)	$ (15,394)	$ (15,701)	$ (16,016)
Add:							
Lease Proceeds		$ 218,015					
Depreciation	$ 83,491	$ 159,987	$ 175,518	$ 170,100	$ 164,200	$ 162,100	$ 163,000
Net Change In Cash	(113,099)	(410,256)	(234,141)	(123,206)	(19,957)	(102,334)	(76,821)

COMPANY	DEPARTMENT	BUSINESS UNIT	ACTIVITY
	Parks & Recreation	5150	Golf Course Maintenance

2 Golf Course Maintenance

The Golf Maintenance division provides the beautification of the 190 acre Valleywood Golf Course as well as the building and clubhouse grounds. The Golf Maintenance division maintains the playability and health of the golf course through daily greens mowing, bi-weekly fairway and rough mowing and the ongoing upkeep and maintenance of the irrigation system and all equipment needs for the golf course.

The overall success of the golf operation as a business unit is extremely dependent on the golf course conditions. While the management team can do things through marketing and promotion to attract players, it is mostly the overall course conditions and playability that will bring customers back and turn them into regular, loyal Valleywood Patrons.

Golf Course Maintenance – Objectives for 2016

- Continue to upgrade the overall equipment fleet by replacing outdated equipment before they become a burden on our parts, repair or overall golf budgets.
- Continue to develop methods for proper clubhouse and surrounding grounds maintenance.
- Continue to maintain golf course conditions to the highest level possible.

APPROPRIATELLY ASSIGNED: *If so, should this unit be performing this activity? Does the activity fit the Parks and Recreation Department Mission?*
The Valleywood maintenance division must work very closely with the management team. The ability of maintenance to perform their daily tasks as well as special projects with minimal golf interruption must be closely coordinated with golf operations.

ALTERNATIVES: *If not, is there another government unit that should be performing this function or should it be contracted out to the non-profit or private sector?*
While we do contract out a few tasks (annual mid-summer greens aeration) and occasionally coordinate with Parks Maintenance, due to the highly specialized golf course turf standards the vast majority of the maintenance tasks are best accomplished by in-house staff.
Comprehensive Plan: Key 6 – Play & Preserve; Key 7 – Healthy & Active

Department Priority 2

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Actual 2013	Actual 2014	Proposed 2015	Proposed 2016	Proposed 2017
Fertilizer	13,065	23,111	13,000	14,000	20,000
Chemicals	20,890	20,348	21,000	21,000	20,000
Equipment Parts	23,650	18,865	23,000	25,000	22,000
Equipment repairs	10,284	11,042	20,000	20,000	13,000
Small Tools	9,349	2,522	5,000	5,000	3,000
Fuel (including golf cars)	19,130	16,364	19,000	19,000	19,000

	Regular Status Personnel Schedule –FTE's				
Position Title	Adopted 2013	Adopted 2014	Proposed 2015	Proposed 2016	Proposed 2017
Maintenance Foreman	1.5	2.0	2.0	2.0	2.0

	Seasonal/Temporary Status Personnel Schedule				
Position Title	Adopted 2013	Proposed 2014	Proposed 2015	Proposed 2016	Proposed 2017
Seasonal Maint. II (3 positions)	2,500 Hours	2,500 Hours	2,500 Hours	2,500 Hours	2,500 Hours
Seasonal Maintenance I (10 positions)	6,000 Hours	6,000 Hours	7,000 Hours	7,000 Hours	7,000 Hours

GOLF COURSE MAINTENANCE

2016 CAPITAL OUTLAY

Replace Greensmower	$ 30,000
Parking lot lights	$ 25,000
Cart Paths	$ 15,000
Entrance Marquee sign	$ 35,000
Replace Workman	$ 20,000
	$225,000

2017 CAPITAL OUTLAY

Replace Fairway Mower	$60,000
Replace Utility Vehicle	$20,000
Replace Greensmower	$30,000
Small Sprayer unit	$15,000
	$125,000

COMPANY	DEPARTMENT	BUSINESS UNIT	ACTIVITY
5100	Parks & Recreation	5120	Valleywood Food & Beverage

3 Valleywood Food & Beverage

Daily Food and Beverage operations at Valleywood; including clubhouse bar and grill, tournament menus, Banquet and rental events and on course beverage cart operations.

The Food & Beverage operations are a high revenue and rapidly growing part of the overall golf operation. With the full operation of the new clubhouse this business unit's revenue is exploding, 2014 annual revenues were in excess of $340,000 ($136,000 in 2012), this marks the second year in a row with growth in excess of 50%. We anticipate this number to grow rapidly over the next 3 years

Because of the complexities of the varied food and beverage requirements within the golf operation this business unit requires very close coordination with Golf Operations. During the 2014/15 off season we were able to develop event and tournament menu's reflective of our upgraded food service facilities. We were also able to develop specific meus for graduation parties and have booked 5 for the 2015 season. The revenues from this business unit are a crucial part of the golf courses annual profitability.

Valleywood Food & Beverage – Objectives for 2016

- Continue to expand on our public outreach/exposure programs through the use of the spring event fair and holiday buffets.
- Continue the development/refinement and implementation of comprehensive staff training programs. As our staff has gained experience we will continue to advance their guest service/bartending & cooking/presentation skills.
- Continue to refresh and enhance our daily and banquet/event menus using historical sales information, guest feedback and survey data to expand the offerings. Continue refining our Graduation Party menus and Tournament specific menus.
- Establish food & beverage minimums for small to mid-size tournaments and events.
- Develop/select a customer loyalty program.
- Continue to refine product offerings to better take advantage of volume purchasing discounts.
- Aggressively increase overall food & beverage revenues.

APPROPRIATELLY ASSIGNED: *If so, should this unit be performing this activity? Does the activity fit the Parks and Recreation Department Mission?*
The Valleywood food & beverage division must work very closely with the management team. Due to the high level of dependence on the golf clientele for revenues as well as the golfers demand for service this unit must work in close coordination with the golf operations team.

ALTERNATIVES: *If not, is there another government unit that should be performing this function or should it be contracted out to the non-profit or private sector?*

For this unit (as well as golf operations) there must be close coordination between golf and f & b. Working as a unit and promoting them in coordination is the best way to make both operations successful..

Comprehensive Plan: Key 2 – Livable; Key 3 – Business; Key 6 – Play & Preserve; Key 7 – Healthy & Active; Key 7 - Learning

Department Priority 2

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Actual	Actual	Actual	Budget	Budget
Expenses:	2012	2013	2014	2015	2016
Beer	27,222	25,501	21,421	30,000	32,000
Food	23,786	42,701	75,296	56,000	36,000
Non-Alcoholic Bev.	17,637	13,725	9,394	15,000	17,000
Supplies & other	9,325	25,861	17,121	8,000	8,000
Liquor	8,699	8,384	6,509	8,000	11,000
Wine	579	1040	302	4,000	4,000
F&B payroll	48,786	150,453	189,028	92,000	140,000
Total Expenses	136,034	267,665	319,071	213,000	248,000
Revenues:					
Beer	76,890	61,871	101,727	80,000	85,000
Food & Non-Alcoholic Bev.	69,507	134,499	158,790	120,000	135,000
Liquor & Wine	15,742	15,378	37,789	30,000	30,000
Banquet Rentals	-	11,832	47,802	95,000	130,000
Total F&B Revenue	162,139	223,580	346,102	325,000	380,000
Business unit gross profit (loss)	26,105	(44,085)	27,031	91,000	132,000

	Temporary Status Personnel Schedule –(# positions Part Time)				PT Hours
	Adopted	Adopted	Adopted	Proposed	Proposed
Position Title	2012	2013	2014	2015 – hours	2016 – hours
F&B Supervisor (@ $13/hr)	2	2	6	1,500	2,250
F&B Leads (@ $10/hr)	8	12	24	2,500	3,750
F & B Cooks (@ $13 / hr)				1,500	2,250
F & B Attendants (@9/hr)			24	3,500	5,250

CLUBHOUSE:

2016 CAPITAL OUTLAY

A/V System upgrades	$5,000
Banquet/Bar/Patio Furniture	$7,000
	$12,000

2017 CAPITAL OUTLAY

Dance Floor	$ 4,000
Clubhouse & Patio exterior lighting	$10,000
Banquet/Bar/Patio furniture & Fixtures	$ 7,000
Ceremony chairs	$ 5,000
Building security	$10,000
A/V Equipment	$15,000
	$51,000

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
GOLF

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6110 - SALARY-REGULAR EMPLOYEES	267,983	266,371	258,770	139,096	272,815	272,815	286,355	286,355
6111 - SALARY PART-TIME	0	1,325	0	0				
6112 - SALARY-SEASONAL TEMP	210,000	372,919	347,740	165,399	363,190	363,190	363,190	363,190
6113 - OVERTIME-REGULAR EMPLOYEES	12,000	4,219	12,000	274	12,000	12,000	12,000	12,000
6114 - OVERTIME PART-TIME EMPLOYEES	2,000		2,000		2,000	2,000	2,000	2,000
6118 - VACATION PAY		5,894		0				
6121 - INSURANCE CASH BENEFIT		703		0				
6122 - COMP REQUEST		-178		0				
6123 - SALARY-OTHER	5,360	0	8,825	0	9,315	9,315	9,755	9,755
6124 - OVERTIME-SEASONAL TEMP		1,615		1,088				
6105 - SALARIES AND WAGES	**497,343**	**652,867**	**629,335**	**305,856**	**659,320**	**659,320**	**673,300**	**673,300**
6138 - MEDICARE	7,211	9,256	9,125	4,356	9,560	9,560	9,765	9,765
6139 - FICA	30,835	39,579	39,015	18,628	40,875	40,875	41,745	41,745
6141 - PENSIONS-PERA	20,832	26,125	21,120	12,857	22,335	22,335	41,595	41,595
6142 - WORKERS COMPENSATION	5,909	10,303	12,210	6,222	15,090	15,090	17,185	17,185
6143 - UNEMPLOYMENT COMPENSATION	0	8,838	0	3,208				
6144 - LONG-TERM DISABILITY INSURANCE	793	671	775	368	775	775	845	845
6145 - MEDICAL INSURANCE	48,600	44,425	54,900	22,240	57,480	57,480	59,580	59,580
6146 - DENTAL INSURANCE		3,456		2,038				
6147 - LIFE INSURANCE-BASIC		42		12				
6148 - LIFE INSURANCE-SUPP/DEPEND		225		109				
6125 - EMPLOYEE BENEFITS	**114,180**	**142,920**	**137,145**	**70,036**	**146,115**	**146,115**	**170,715**	**170,715**
6100 - TOTAL PERSONNEL SERVICES	**611,523**	**795,787**	**766,480**	**375,893**	**805,435**	**805,435**	**844,015**	**844,015**
6210 - OFFICE SUPPLIES	3,000	2,113	3,000	1,559	3,000	3,000	3,000	3,000
6211 - SMALL TOOLS & EQUIPMENT	5,000	2,522	5,000	865	5,000	5,000	3,000	3,000
6212 - MOTOR FUELS/OILS	16,000	16,364	18,000	3,087	19,000	19,000	19,000	19,000
6213 - FERTILIZER	13,000	23,411	13,000	12,489	14,000	14,000	20,000	20,000
6214 - CHEMICALS	22,000	20,348	21,000	3,705	21,000	21,000	20,000	20,000
6215 - EQUIPMENT-PARTS	26,000	18,865	24,000	9,057	25,000	25,000	22,000	22,000
6216 - VEHICLES-TIRES/BATTERIES	2,000	1,184	1,000	0	1,000	1,000	1,000	1,000
6229 - GENERAL SUPPLIES	34,000	60,018	38,000	17,260	39,000	39,000	55,000	55,000
6205 - SUPPLIES	**121,000**	**144,825**	**123,000**	**48,022**	**127,000**	**127,000**	**143,000**	**143,000**
6231 - LEGAL SERVICES		0		0				
6235 - CONSULTANT SERVICES	500	339	500	83	500	500	500	500
6237 - TELEPHONE/PAGERS	12,000	14,327	12,000	6,180	12,000	12,000	15,000	15,000
6238 - POSTAGE/UPS/FEDEX		0		0				
6239 - PRINTING	8,000	5,702	8,000	4,703	9,000	9,000	7,000	7,000
6240 - CLEANING SERVICE/GARBAGE	4,000	14,221	8,000	7,349	8,000	8,000	15,000	15,000
6249 - OTHER CONTRACTUAL SERVICES	15,000	9,802	14,000	4,180	15,000	15,000	12,000	12,000
6230 - CONTRACTUAL SERVICES	**39,500**	**44,392**	**42,500**	**22,495**	**44,500**	**44,500**	**49,500**	**49,500**
6255 - UTILITIES-ELECTRIC	21,000	33,000	28,000	10,797	29,000	29,000	33,000	33,000
6256 - UTILITIES-NATURAL GAS		14,346		2,122	14,000	14,000	15,000	15,000
6257 - UTILITIES-PROPANE/WATER/SEWER	15,000	9,389	16,000	3,144	16,000	16,000	12,000	12,000
6250 - UTILITIES	**36,000**	**56,734**	**44,000**	**16,062**	**59,000**	**59,000**	**60,000**	**60,000**
6265 - REPAIRS-EQUIPMENT	11,000	11,042	10,000	29,533	20,000	20,000	13,000	13,000
6266 - REPAIRS-BUILDING	5,000	7,525	4,000	5,532	4,000	4,000	5,000	5,000
6269 - REPAIRS-OTHER	3,000	0	1,000	0	1,000	1,000	500	500
6260 - REPAIRS AND MAINTENA	**19,000**	**18,567**	**15,000**	**35,065**	**25,000**	**25,000**	**18,500**	**18,500**

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
GOLF

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	1,500	1,332	1,000	888	1,000	1,000	1,500	1,500
6276 - SCHOOLS/CONFERENCES/EXP OTHER	0	0	1,500	1,122			1,500	1,500
6277 - MILEAGE/AUTO ALLOWANCE	2,000	992	2,000	246	2,000	2,000	200	200
6278 - SUBSISTENCE ALLOWANCE	0	0	250	200			250	250
6280 - DUES & SUBSCRIPTIONS	4,000	3,577	4,000	1,534	4,000	4,000	4,000	4,000
6281 - UNIFORM/CLOTHING ALLOWANCE	5,000	2,509	3,000	1,575	4,000	4,000	4,000	4,000
6270 - TRNG/TRAVL/DUES/UNIF	**12,500**	**8,409**	**11,750**	**5,564**	**11,000**	**11,000**	**11,450**	**11,450**
6200 - TOTAL OPERATING COSTS	**228,000**	**272,926**	**236,250**	**127,208**	**266,500**	**266,500**	**282,450**	**282,450**
6310 - RENTAL EXPENSE	8,000	8,118	4,500	895	6,000	6,000	9,000	9,000
6311 - INSURANCE-PROPERTY/LIABILITY	37,000	37,000	34,000	17,000	35,700	35,700	36,000	36,000
6323 - INTEREST EXPENSE	2,360	896	1,780	0	1,320	1,320	1,300	1,300
6330 - SALES/USE TAX		981		0				
6333 - GENERAL-CASH DISCOUNTS		-262		-2				
6349 - LATE FEES/FINANCE CHARGES		21		3				
6351 - VISA/BANK CHARGES	17,000	18,543	17,000	4,318	18,000	18,000	18,000	18,000
6399 - OTHER CHARGES	10,500	7,610	11,300	7,716	8,500	8,500	9,000	9,000
6301 - OTHER EXPENDITURES	**74,860**	**72,907**	**68,580**	**29,930**	**69,520**	**69,520**	**73,300**	**73,300**
6300 - TOTAL OTHER EXPENDITURES	**74,860**	**72,907**	**68,580**	**29,930**	**69,520**	**69,520**	**73,300**	**73,300**
6410 - GOLF-RENT POWER CARTS	3,000	1,265	3,000	0	1,000	1,000	1,000	1,000
6411 - GOLF-BAGS & UMBRELLAS	5,000	2,867	3,000	2,399	3,000	3,000	3,500	3,500
6412 - GOLF-BALLS	13,000	11,604	11,000	4,452	11,000	11,000	15,000	15,000
6413 - GOLF-CAPS/HATS/CLOTHING	18,000	17,514	21,000	20,168	22,000	22,000	20,000	20,000
6414 - GOLF-CLUBS	13,000	9,647	12,000	8,195	12,000	12,000	10,000	10,000
6415 - GOLF-GLOVES	5,000	2,074	4,000	6,047	4,000	4,000	6,000	6,000
6416 - GOLF-SHOES	6,000	7,079	6,000	10,370	5,000	5,000	4,000	4,000
6417 - GOLF-CIGARS	2,000	2,029	2,000	289	2,000	2,000	2,500	2,500
6418 - GOLF-PRO SHOP OTHER	8,000	7,558	12,000	6,642	13,000	13,000	12,000	12,000
6419 - GOLF-BEER	30,000	21,421	30,000	12,661	32,000	32,000	27,000	27,000
6420 - GOLF-FOOD	30,000	75,296	34,000	34,408	36,000	36,000	80,000	80,000
6421 - GOLF-NON ALCOHOLIC BEVERAGES	20,000	9,213	16,000	2,567	17,000	17,000	12,000	12,000
6422 - GOLF-KITCHEN SUPPLIES	6,000	17,121	7,000	4,079	8,000	8,000	10,000	10,000
6423 - GOLF-CASH DISCOUNT	-1,000	-1,053	-1,000	-679	-1,000	-1,000	-1,000	-1,000
6424 - GOLF FREIGHT ON RESALE MDSE	3,000	3,304	3,000	2,065	3,000	3,000	3,500	3,500
6425 - VISA/BANK CHARGES	0	0	0	0				
6426 - HANDICAP FEE	2,000	548	1,500	-20	1,500	1,500	1,000	1,000
6427 - GOLF-RENTAL EQUIPMENT		1,210		119				
6428 - GOLF LESSONS		6,834		0				
6429 - GOLF-LIQUOR	8,000	6,509	8,000	987	9,000	9,000	10,000	10,000
6430 - GOLF-WINE	4,000	302	4,000	437	4,000	4,000	5,000	5,000
6401 - EXPENDITURES	**175,000**	**202,345**	**176,500**	**115,186**	**182,500**	**182,500**	**221,500**	**221,500**
6400 - TOTAL GOLF EXPENDITURES	**175,000**	**202,345**	**176,500**	**115,186**	**182,500**	**182,500**	**221,500**	**221,500**
6510 - LIQUOR	0	0	0	0				
6520 - WINE	0	0	0	0				
6501 - TAXABLE/NON-TAXABLE MISC RESAL	**0**	**0**	**0**	**0**				
6500 - TOTAL LIQUOR EXPENDITURES	**0**	**0**	**0**	**0**				
6610 - DEPRECIATION	170,100	175,518	164,200	86,232	162,100	162,100	163,000	163,000
6601 - TOTAL DEPRECIATION	**170,100**	**175,518**	**164,200**	**86,232**	**162,100**	**162,100**	**163,000**	**163,000**

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
GOLF

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6600 - TOTAL DEPRECIATION	**170,100**	**175,518**	**164,200**	**86,232**	**162,100**	**162,100**	**163,000**	**163,000**
6730 - CAPITAL OUTLAY-TRANSPORTATION	50,000	0	50,000	0	50,000	50,000	110,000	110,000
6735 - CAPITAL OUTLAY-OTHER IMPROVEME	100,000		15,000		175,000	75,000	15,000	5,000
6740 - CAPITAL OUTLAY-MACH/EQ/OTHER	61,000	3,313	24,000	0	12,000	12,000	66,000	66,000
6701 - TOTAL CAPITAL OUTLAY	**211,000**	**3,313**	**89,000**	**0**	**237,000**	**137,000**	**191,000**	**181,000**
6700 - TOTAL CAPITAL OUTLAY	**211,000**	**3,313**	**89,000**	**0**	**237,000**	**137,000**	**191,000**	**181,000**
6810 - CONSTRUCTION IN PROGRESS		0		0				
6801 - TOTAL CONSTRUCTION COSTS		**0**		**0**				
6800 - TOTAL CONSTRUCTION COSTS		**0**		**0**				
7015 - DEBT SERVICE-INTEREST		3,499		593				
7016 - INTERFUND LOAN-INTEREST	14,715	14,720	13,595	0	12,510	12,510	13,000	13,000
7001 - TOTAL INTEREST AND FISCAL FEES	**14,715**	**18,219**	**13,595**	**593**	**12,510**	**12,510**	**13,000**	**13,000**
7000 - TOTAL INTEREST AND FISCAL FEES	**14,715**	**18,219**	**13,595**	**593**	**12,510**	**12,510**	**13,000**	**13,000**
	1,485,198	**1,541,015**	**1,514,605**	**735,043**	**1,735,565**	**1,635,565**	**1,788,265**	**1,778,265**

CITY OF APPLE VALLEY
2016 BUDGET
ACCOUNT DETAIL

DEPT: GOLF REVENUES

COMPANY: GOLF 5100

ACC'T	DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
	GOLF REVENUE								
4711 & 4715	9 Hole Fees	165,853	126,105	200,000	180,000	215,000	215,000	215,000	215,000
4710 & 4714	18 Hole Fees	453,955	475,702	530,000	445,000	490,000	490,000	495,000	495,000
4716	Golf League Dues	-	56,069		55,000	55,000	55,000	55,000	55,000
4718	Season Pass Fees	86,419	78,967	90,000	90,000	90,000	90,000	110,000	110,000
4725	Golf Add'l Rounds	3,185	2,535	3,000	3,000	4,000	4,000	5,000	5,000
4721	Practice Range Fees	48,290	56,729	60,000	55,000	65,000	65,000	70,000	70,000
4717	Golf Lessons	6,845	7,615	7,000	7,000	7,500	7,500	8,500	8,500
4722	Power cart rental	67,223	39,157	100,000	95,000	105,000	105,000	105,000	105,000
4723	Pull cart rental	3,519	-	5,000	5,000	5,000	5,000	5,000	5,000
	Total	835,289	842,879	995,000	935,000	1,036,500	1,036,500	1,068,500	1,068,500
	PRO SHOP REVENUE								
4724	Golf club rental	1,690	10,800	3,000	2,500	3,000	3,000	4,000	4,000
4726	handicap fees	1,593	1,011	2,000	1,500	2,000	2,000	2,000	2,000
4727	Club Head Covers	1,436	-						
4728	Clubs	18,665	1,552	20,000	20,000	20,000	20,000	20,000	20,000
4729	Balls	14,179	17,291	19,000	17,000	20,000	20,000	22,000	22,000
4730	Bags & Umbrellas	2,721	1,784	4,000	4,000	4,000	4,000	5,000	5,000
4731	Shoes	6,104	10,068	8,000	7,000	8,000	8,000	8,000	8,000
4732	Gloves	6,616	7,017	7,000	7,000	7,000	7,000	7,500	7,500
4733	Accessories	15,756	13,988	18,000	17,000	20,000	20,000	22,000	22,000
4734	Caps & Hats	5,428	5,516	7,000	6,000	7,000	7,000	7,500	7,500
4735	Clothing	20,728	22,730	24,000	24,000	26,000	26,000	27,000	27,000
4738	Gift Certificates Purchased	30,984	34,904	31,000	32,000	32,000	32,000	33,000	33,000
4739	Gift Certificates Redeemed	(27,536)	(29,270)	(28,000)	(29,000)	(29,000)	(29,000)	(30,000)	(30,000)
4799	Other Revenue	2,377	2,483	3,000	3,000	3,000	3,000	3,000	3,000
4740	Over(Under)	(388)	(133)						
	Total	100,353	99,741	118,000	112,000	123,000	123,000	131,000	131,000
	FOOD & BEVERAGE REVENUE								
4736	Food	94,121	53,349	120,000	100,000	135,000	135,000	145,000	145,000
4737	Beer	61,871	75,942	80,000	80,000	85,000	85,000	90,000	90,000
4741	Liquor	15,379	27,854	30,000	25,000	30,000	30,000	35,000	35,000
4742	Rental/banquet fees	6,625	17,863	95,000	70,000	130,000	130,000	150,000	150,000
4743	Banquet - Beverages	4,123	3,276	-	-	-	-		
4744	Banquet - Food	36,253	77,025	-	-	-	-		
4746	Banquet - Tips	2,500	29,027	-	-	-	-		
4749	Banquet - Liquor / Wine		5,890	-	-	-	-		
4745	Public Events - Food & Bev	2,708	912	-	-	-	-		
4747	Golf -Beverages		13,657						
4760	Bev Cart - Food		2,160						
4763	Bev Cart - Beverages		9,323						
4762	Bev Cart - Liq / Wine		4,040						
4761	Bev Cart - Beer		25,784						
	Total	223,580	346,102	325,000	275,000	380,000	380,000	420,000	420,000
5399	Other Misc Revenues	6,599	368						
5310	Donations	500							
5199/5315	Other Rentals	1,829							
5010	Investment Earnings	(1,344)		-	-	-	-		
8205	Gain on Sale of Assets								
	TOTAL REVENUE	1,166,806	1,289,090	1,438,000	1,322,000	1,539,500	1,539,500	1,619,500	1,619,500

Notes:

COMPANY	DEPARTMENT	BUSINESS UNIT	ACTIVITY
5200	63	5205	Sports Arena

DESCRIPTION OF ACTIVITY

The Sports Arena was built specifically to service the community indoor skating program. The facility is jointly owned and shared with School District 196. It is an excellent example of two government entities sharing resources. The arena services the Apple Valley and Eastview Hockey associations and provides leisure opportunities with public skating sessions. The facility offers an excellent Learn to Skate program which teaches 300-400 young students per year the basics of skating.

Although the City of Apple Valley maintains several outdoor skating rinks, upscale Minnesota communities traditionally provide indoor skating facilities for their communities. Skating is part of our heritage and is an important part of our mission.

There are no non-profit or private sector ice facilities in our area.

Thousands of participants can utilize the facility each week during the winter months. Events include Learn to Skate lessons, hockey practices and games, and public skating sessions. Each of these programs bring spectators and fans. Performance can be measured by the amount of hours rented by our user groups.

The Sports Arena converts from ice to four indoor tennis courts during the summer months (April-September). All city sponsored tennis lessons are run through the arena. The facility is shared with School District 196 which uses it for its programs. Tennis is considered a lifetime sport which fits perfectly into our mission statement by producing adequate physical facilities and program opportunities.

Private facilities do provide tennis lessons, but we do not have any indoor private tennis courts in Apple Valley. We currently share our tennis programs with the VAA. The VAA registers students and hire teaching staff and they rent the courts from the arena.

MAJOR OBJECTIVES FOR 2016

Pursue staffing efficiencies to meet the changing demand of the operation. – Comprehensive Key 3 – Business Oriented

Migrate into a reservation software system that will allow up-to-date information access from multiple locations within the City organization; i.e., Sports Arena, Hayes Park Arena, Parks & Recreation Administration, and Finance. – Comprehensive Key 3 – Business Oriented

Adhere to the new air quality regulations as designated by the Minnesota Department of Health. Under these new laws our facilities will require the minimum air testing and red tape because

we operated electric ice resurfacers and ice edgers. – Comprehensive Key 3 – Business Oriented, Key 5 – Safe

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Adopted 2012	Adopted 2013	Adopted 2014	Projected 2015	Projected 2016
Hours of Ice time rented	1040	1250	1250	1250	1250
# of Skating Lesson Participants	325	329	400	400	400
Hours of Dry Floor Time rented	200	200	200	200	200

Regular Status Personnel Schedule – #hours

Position Title	Adopted 2012	Adopted 2013	Adopted 2014	Projected 2015	Projected 2016
Arena Manager	2080	2080	2080	2080	2080
Arena Office Supervisor	1580	1560	1450	1450	1580
Tech Specialist	1040	1040	1560	0	0
Working Foreman	-	-	-	520	520
Pooled Park Maintenance	1040	2080	1560	1560	1560
Ice Resurfacer Driver	①	①	①	1700	1700
Rec Program Director/Asst	①	①	①	545	545
Lead Instructor	①	①	550	490	490
Instructor I , II	①	①	650	650	650
Supervisor	500	500	880	45	45
Facility Attendant - Lead	①	2,580	1,000	825	825
Facility Attendant	①	①	720	725	725

① *Note: Not budgeted by position in prior years*

Summary Budget Department 63 Business Unit # 5205 (Arena I)							
	2012 Actual	2013 Actual	2014 Actual	2014 Adopted	2015 Adopted	2016 Proposed	2017 Proposed
Revenue:							
Ice Revenue	125,852	135,441	137,987	161,000	161,000	161,000	161,000
Tennis Revenue (Dry Floor)	3,210	2,743	2,414	7,000	7,000	7,000	7,000
School District Share	213,785	204,393	223,285	260,000	242,200	251,000	251,000
Sales / Concession	3,966	3,822	3,443	4,300	4,300	4,300	11,300
Other	18,127	38,791	30,958	12,000	12,000	12,000	12,000
	364,940	385,190	398,087	444,300	426,500	435,300	442,300
Expenditures:							
Salaries & Wages	264,983	248,784	237,906	263,875	272,850	279,195	286,880
Emp. Benefits	55,265	57,008	59,593	58,089	69,760	68,830	72,295
Supplies	17,037	10,961	15,311	22,500	25,250	21,000	21,000
Contractual Serv.	35,539	39,623	41,230	45,740	47,450	47,450	47,450
Utilities	66,649	67,606	63,869	74,500	74,500	74,500	74,500
Repairs & Maint.	6,693	19,507	21,672	19,000	19,500	19,500	19,500
Training/Travel/Dues	2,217	2,546	3,239	2,600	4,950	2,950	3,600
Tax/Non-Tax for Resale	-	-	971	-	-	7,000	7,000
Capital outlay	-	-	10,000	65,000	-	3,500	17,500
Other Exp.	13,241	6,014	6,453	5,890	7,160	17,835	19,160
Depreciation	50,091	54,409	58,588	58,300	60,900	60,900	60,900
Total Exp	511,715	506,458	518,832	615,494	582,320	602,660	629,785
Net Income (loss)	(146,775)	(121,268)	(120,745)	(171,194)	(155,820)	(167,360)	(187,485)

2016 CAPITAL OUTLAY

Edger 7,000 (3,500 school share)

2017 CAPITAL OUTLAY

LED Lighting 35,000 (17,500 school share)

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
ARENA I

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6110 - SALARY-REGULAR EMPLOYEES	160,678	161,503	160,875	67,187	176,880	176,880	183,805	183,805
6111 - SALARY PART-TIME	58,949	46,333	64,520	2,282	0	0	54,870	54,870
6112 - SALARY-SEASONAL TEMP	31,671	44,696	33,000	31,277	89,405	89,405	35,000	35,000
6113 - OVERTIME-REGULAR EMPLOYEES	7,500	6,612	7,500	790	7,500	7,500	7,500	7,500
6114 - OVERTIME PART-TIME EMPLOYEES		0		0				
6118 - VACATION PAY		-20,451		0				
6121 - INSURANCE CASH BENEFIT		343		0				
6122 - COMP REQUEST		-1,129		0				
6123 - SALARY-OTHER	5,077		6,955		5,410	5,410	5,705	5,705
6124 - OVERTIME-SEASONAL TEMP		0		0				
6105 - SALARIES AND WAGES	**263,875**	**237,906**	**272,850**	**101,535**	**279,195**	**279,195**	**286,880**	**286,880**
6138 - MEDICARE	3,728	3,603	3,955	1,394	3,940	3,940	4,160	4,160
6139 - FICA	15,942	15,408	16,915	5,962	16,845	16,845	17,780	17,780
6141 - PENSIONS-PERA	16,299	14,126	15,435	6,097	15,055	15,055	16,195	16,195
6142 - WORKERS COMPENSATION	3,945	3,054	4,175	1,495	5,250	5,250	5,360	5,360
6143 - UNEMPLOYMENT COMPENSATION		0		0				
6144 - LONG-TERM DISABILITY INSURANCE	475	295	480	179	380	380	540	540
6145 - MEDICAL INSURANCE	17,700	21,207	28,800	11,057	27,360	27,360	28,260	28,260
6146 - DENTAL INSURANCE		1,820		1,164				
6147 - LIFE INSURANCE-BASIC		19		6				
6148 - LIFE INSURANCE-SUPP/DEPEND		62		0				
6125 - EMPLOYEE BENEFITS	**58,089**	**59,593**	**69,760**	**27,354**	**68,830**	**68,830**	**72,295**	**72,295**
6100 - TOTAL PERSONNEL SERVICES	**321,964**	**297,499**	**342,610**	**128,889**	**348,025**	**348,025**	**359,175**	**359,175**
6210 - OFFICE SUPPLIES	500	274	550	0	550	550	550	550
6211 - SMALL TOOLS & EQUIPMENT	1,000	1,216	1,100	103	1,100	1,100	1,100	1,100
6212 - MOTOR FUELS/OILS	500	86	500	28	500	500	500	500
6214 - CHEMICALS	5,000	0	8,100	0	5,100	5,100	5,100	5,100
6215 - EQUIPMENT-PARTS	2,500	593	4,000	28	2,750	2,750	2,750	2,750
6229 - GENERAL SUPPLIES	13,000	13,141	11,000	4,877	11,000	11,000	11,000	11,000
6205 - SUPPLIES	**22,500**	**15,311**	**25,250**	**5,035**	**21,000**	**21,000**	**21,000**	**21,000**
6231 - LEGAL SERVICES		1,816		1,636				
6235 - CONSULTANT SERVICES		21		66				
6237 - TELEPHONE/PAGERS	3,500	3,189	4,200	1,758	4,200	4,200	4,200	4,200
6239 - PRINTING	1,440	703	1,450	0	1,450	1,450	1,450	1,450
6240 - CLEANING SERVICE/GARBAGE	40,000	32,427	41,000	0	41,000	41,000	41,000	41,000
6249 - OTHER CONTRACTUAL SERVICES	800	3,076	800	0	800	800	800	800
6230 - CONTRACTUAL SERVICES	**45,740**	**41,230**	**47,450**	**3,459**	**47,450**	**47,450**	**47,450**	**47,450**
6255 - UTILITIES-ELECTRIC	31,500	29,997	31,500	15,476	31,500	31,500	31,500	31,500
6256 - UTILITIES-NATURAL GAS	24,000	19,715	24,000	8,237	24,000	24,000	24,000	24,000
6257 - UTILITIES-PROPANE/WATER/SEWER	19,000	14,157	19,000	3,335	19,000	19,000	19,000	19,000
6250 - UTILITIES	**74,500**	**63,869**	**74,500**	**27,048**	**74,500**	**74,500**	**74,500**	**74,500**
6265 - REPAIRS-EQUIPMENT	7,000	4,603	7,000	123	7,000	7,000	7,000	7,000
6266 - REPAIRS-BUILDING	12,000	17,069	12,500	6,507	12,500	12,500	12,500	12,500
6260 - REPAIRS AND MAINTENA	**19,000**	**21,672**	**19,500**	**6,630**	**19,500**	**19,500**	**19,500**	**19,500**
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	600	100	600	40	600	600	1,500	1,500
6276 - SCHOOLS/CONFERENCES/EXP OTHER	0	1,214	2,000	0				
6277 - MILEAGE/AUTO ALLOWANCE	500	553	600	36	600	600	600	600
6278 - SUBSISTENCE ALLOWANCE		0		0				

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
ARENA I

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6279 - EDUCATION ASSISTANCE	0		0					
6280 - DUES & SUBSCRIPTIONS	500	380	550	180	550	550	300	300
6281 - UNIFORM/CLOTHING ALLOWANCE	1,000	992	1,200	102	1,200	1,200	1,200	1,200
6270 - TRNG/TRAVL/DUES/UNIF	**2,600**	**3,239**	**4,950**	**358**	**2,950**	**2,950**	**3,600**	**3,600**
6200 - TOTAL OPERATING COSTS	**164,340**	**145,321**	**171,650**	**42,531**	**165,400**	**165,400**	**166,050**	**166,050**
6310 - RENTAL EXPENSE	0	0	0	0				
6311 - INSURANCE-PROPERTY/LIABILITY	2,500	2,500	3,700	1,850	14,000	14,000	14,700	14,700
6333 - GENERAL-CASH DISCOUNTS		-120		-24				
6351 - VISA/BANK CHARGES	500	1,122	500	365	500	500	500	500
6399 - OTHER CHARGES	2,890	2,951	2,960	1,376	3,335	3,335	3,960	3,960
6301 - OTHER EXPENDITURES	**5,890**	**6,453**	**7,160**	**3,567**	**17,835**	**17,835**	**19,160**	**19,160**
6300 - TOTAL OTHER EXPENDITURES	**5,890**	**6,453**	**7,160**	**3,567**	**17,835**	**17,835**	**19,160**	**19,160**
6425 - VISA/BANK CHARGES	0	0	0	0				
6401 - EXPENDITURES	**0**	**0**	**0**	**0**				
6400 - TOTAL GOLF EXPENDITURES	**0**	**0**	**0**	**0**				
6540 - TAXABLE MISC FOR RESALE		971		0	7,000	7,000	7,000	7,000
6501 - TAXABLE/NON-TAXABLE MISC RESAL		**971**		**0**	**7,000**	**7,000**	**7,000**	**7,000**
6500 - TOTAL LIQUOR EXPENDITURES		**971**		**0**	**7,000**	**7,000**	**7,000**	**7,000**
6610 - DEPRECIATION	58,300	58,588	60,900	33,217	60,900	60,900	60,900	60,900
6601 - TOTAL DEPRECIATION	**58,300**	**58,588**	**60,900**	**33,217**	**60,900**	**60,900**	**60,900**	**60,900**
6600 - TOTAL DEPRECIATION	**58,300**	**58,588**	**60,900**	**33,217**	**60,900**	**60,900**	**60,900**	**60,900**
6735 - CAPITAL OUTLAY-OTHER IMPROVEME			0					
6740 - CAPITAL OUTLAY-MACH/EQ/OTHER	65,000	10,000	0	0	3,500	3,500	17,500	17,500
6701 - TOTAL CAPITAL OUTLAY	**65,000**	**10,000**	**0**	**0**	**3,500**	**3,500**	**17,500**	**17,500**
6700 - TOTAL CAPITAL OUTLAY	**65,000**	**10,000**	**0**	**0**	**3,500**	**3,500**	**17,500**	**17,500**
	615,494	**518,831**	**582,320**	**208,204**	**602,660**	**602,660**	**629,785**	**629,785**

CITY OF APPLE VALLEY
2016 BUDGET
ACCOUNT DETAIL

DEPT 63: ARENA 1 - 5205

COMPANY 5200: ARENA FUND

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 FROM 15-16 BUDGET	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
	SALARIES								
6110	Regular Employees	160,678	160,876	160,876	168,580	176,880	176,880	183,805	183,805
6111	Salary - Parttime	58,949	64,520	64,520	68,200	-	-	54,870	54,870
6112	Salary - Seasonal Temp	31,671	33,000	33,000	34,000	89,405	89,405	35,000	35,000
6113	Overtime - Regular	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500
6123	Salaries - Other	5,077	6,955	6,955	7,220	5,410	5,410	5,705	5,705
6138	Medicare	3,728	3,955	3,955	4,140	3,940	3,940	4,160	4,160
6139	FICA	15,942	16,915	16,915	17,700	16,845	16,845	17,780	17,780
6141	Pension - PERA	16,299	15,435	15,435	21,415	15,055	15,055	16,195	16,195
6142	Worker's Compensation	3,945	4,175	4,175	5,485	5,250	5,250	5,360	5,360
6144	Long-term Disability Insurance	475	480	480	485	380	380	540	540
6145	Hospital & Life Insurance	17,700	28,800	28,800	30,120	27,360	27,360	28,260	28,260
	Total	321,964	342,611	342,611	364,845	348,025	348,025	359,175	359,175
6210	**OFFICE SUPPLIES**								
		500	550	550	550	550	550	550	550
	Total	500	550	550	550	550	550	550	550
6211	**SMALL TOOL & EQUIPMENT**								
	Miscellaneous Equipment and Tools	1,000	1,100	1,100	1,100	1,100	1,100	1,100	1,100
	Total	1,000	1,100	1,100	1,100	1,100	1,100	1,100	1,100
6212	**MOTOR FUELS/OILS**								
	Propane	500	500	500	500	500	500	500	500
	Total	500	500	500	500	500	500	500	500
6214	**CHEMICALS**								
	Freon for Compressors - Refill R22	5,000	8,100	8,100	5,100	5,100	5,100	5,100	5,100
	Total	5,000	8,100	8,100	5,100	5,100	5,100	5,100	5,100
6215	**EQUIPMENT - PARTS**								
	Resurfacers	2,500	4,000	4,000	2,750	2,750	2,750	2,750	2,750
	Compressors								
	Total	2,500	4,000	4,000	2,750	2,750	2,750	2,750	2,750
6229	**GENERAL SUPPLIES**								
		11,000	11,000	11,000	11,000	11,000	11,000	11,000	11,000
	POS System	2,000							
	Total	13,000	11,000	11,000	11,000	11,000	11,000	11,000	11,000
6237	**TELEPHONE**								
	Phone	3,500	4,200	4,200	4,200	4,200	4,200	4,200	4,200
	Total	3,500	4,200	4,200	4,200	4,200	4,200	4,200	4,200
6239	**PRINTING/PUBLISHING**								
	Ticket Printing, News Ads	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200
	Copier annual maintenance fee	240	250	250	250	250	250	250	250
	Total	1,440	1,450	1,450	1,450	1,450	1,450	1,450	1,450
6240	**C. SERVICE/GARBAGE REMOVAL**								
	Janitor - Furnished by School Dist	40,000	41,000	41,000	41,000	41,000	41,000	41,000	41,000
	Total	40,000	41,000	41,000	41,000	41,000	41,000	41,000	41,000
6249	**OTHER CONTRACTUAL SERVICES**								
	Misc Contractual	500	500	500	500	500	500	500	500
	ASCAP	300	300	300	300	300	300	300	300
	Total	800	800	800	800	800	800	800	800
6255	**UTILITIES - ELECTRIC**								
	Electric	31,500	31,500	31,500	31,500	31,500	31,500	31,500	31,500
	Total	31,500	31,500	31,500	31,500	31,500	31,500	31,500	31,500
6256	**UTILITIES - NATURAL GAS**								
	Natural Gas	24,000	24,000	24,000	24,000	24,000	24,000	24,000	24,000
	Total	24,000	24,000	24,000	24,000	24,000	24,000	24,000	24,000
6257	**UTILITIES - OTHER**								
	Water and Sewer	19,000	19,000	19,000	19,000	19,000	19,000	19,000	19,000
	Total	19,000	19,000	19,000	19,000	19,000	19,000	19,000	19,000
6265	**REPAIRS - EQUIPMENT**								
	Misc Repairs	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000
	Total	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000
6266	**REPAIRS - BUILDINGS**								
	Misc Repairs	12,000	12,500	12,500	12,500	12,500	12,500	12,500	12,500
	Total	12,000	12,500	12,500	12,500	12,500	12,500	12,500	12,500
6275	**SCHOOL/CONF/EXP - LOCAL**								
	MN Ice Arena Managers Conf-Manager	600	600	600	600	600	600	750	750
	MN Ice Arena Managers Conf-Foreman							750	750
	Total	600	600	600	600	600	600	1,500	1,500
6276	**SCHOOL/CONF/EXP - OTHER**								
	National Conference		2,000	2,000					
	Total	-	2,000	2,000	-	-	-	-	-

CITY OF APPLE VALLEY
2016 BUDGET
ACCOUNT DETAIL

DEPT 63: ARENA 1 - 5205

COMPANY 5200: ARENA FUND

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 FROM 15-16 BUDGET	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
6277	**MILEAGE ALLOWANCE**								
	Misc Mileage	500	600	600	600	600	600	600	600
	Total	500	600	600	600	600	600	600	600
6279	**EDUCATION ASSISTANCE**								
	Tuition Rembusement								
	Total	-	-	-	-	-	-	-	-
6280	**DUES & SUBSCRIPTIONS**								
	ISIA & Managers Assoc.	500	550	550	550	550	550	300	300
	Total	500	550	550	550	550	550	300	300
6281	**UNIFORM/CLOTHING ALLOWANCE**								
	Employee ID Jackets, etc.	1,000	1,200	1,200	1,200	1,200	1,200	1,200	1,200
	Total	1,000	1,200	1,200	1,200	1,200	1,200	1,200	1,200
6310	**RENTAL EXPENSE**								
	Copier (City owned in 2013)								
	Total	-	-	-	-	-	-	-	-
6311	**INSURANCE**								
	General Liability	2,500	3,700	3,700	4,900	14,000	14,000	14,700	14,700
	Total	2,500	3,700	3,700	4,900	14,000	14,000	14,700	14,700
6351	**VISA/BANK CHARGES**								
		500	500	500	500	500	500	500	500
	Total	500	500	500	500	500	500	500	500
6399	**OTHER CHARGES**								
	LOGIS	2,890	2,960	2,960	3,060	3,335	3,335	3,960	3,960
	Total	2,890	2,960	2,960	3,060	3,335	3,335	3,960	3,960
6540	**TAXABLE MISC FOR RESALE**								
	Concessions					7,000	7,000	7,000	7,000
	Total	-	-	-	-	7,000	7,000	7,000	7,000
6610	**DEPRECIATION**								
		58,300	60,900	60,900	60,900	60,900	60,900	60,900	60,900
	Total	58,300	60,900	60,900	60,900	60,900	60,900	60,900	60,900
6735	**CAPITAL OUTLAY - OTHER IMPROV**								
	Replace Cooling Tower		completed in 2014						
	Less: School District Share								
	Total	-	-	-	-	-	-	-	-
6740	**CAPITAL OUTLAY - OTHER ITEMS**								
	Replace Ice Resurfacer	130,000							
	Less: School District Share	(65,000)				(3,500)	(3,500)	(17,500)	(17,500)
	Edger					7,000	7,000		
	LED Lighting							35,000	35,000
	Total	65,000	-	-	-	3,500	3,500	17,500	17,500
	Total Net of Personnel	293,530	239,710	239,710	234,760	254,635	254,635	270,610	270,610
	TOTAL EXPENSES	$ 615,494	$ 582,321	$ 582,321	$ 599,605	$ 602,660	$ 602,660	$ 629,785	$ 629,785

Notes:

COMPANY	DEPARTMENT	BUSINESS UNIT	ACTIVITY
5200	64	5260	Hayes Park Arena

DESCRIPTION OF ACTIVITY

The Hayes Park Arena was built in 1995 to supplement the growing needs of the Apple Valley youth boys and girls hockey programs. It is the home of the Apple Valley and Eastview hockey associations which together have over 500 registered participants. The hockey association sponsors several tournaments and hosts playoff games which bring in teams from all over the state. Not only does this benefit the arena but also local merchants in the area.

During approx. six weeks in the spring, artificial turf replaces the ice and it is the home for soccer and lacrosse practices and games. The facility is in high demand early in the season prior to the outdoor fields being ready for use. We have several adult soccer teams that utilize the arena. The dry floor rental provides an important revenue source for the facility.

MAJOR OBJECTIVES FOR 2016

Continue to establish a robust summer ice schedule for the Hayes Park Arena. The season will start in June and the goal will be to sell at least 40 ice hours a week in order to make budget projections. – Comprehensive Key 3 – Business Oriented, Key 6 – Play and Preserve, and Key 7 – Healthy and Active

Migrate into a reservation software system that will allow up-to-date information access from multiple locations within the City organization; i.e., Sports Arena, Hayes Park Arena, Parks & Recreation Administration, and Finance. – Comprehensive Key 3 – Business Oriented

Recruit, reassign and train new staff to fill the summer ice hours. – Comprehensive Key 3 – Business Oriented, Key 6 – Play and Preserve, and Key 7 – Healthy and Active

Adhere to the new air quality regulations as designated by the Minnesota Department of Health. Under these new laws our facilities will require the minimum air testing and red tape because we operated electric ice resurfacers and ice edgers. – Comprehensive Key 3 – Business Oriented, Key 5 – Safe

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Adopted 2013	Adopted 2014	Projected 2015	Projected 2016	Projected 2017
Hours Ice Time Rented	1200	1200	1220	1220	1400
Hours Dry Floor Time Rented	325	325	300	300	300

				Personnel Schedule – #hours	
Position Title	Adopted 2012	Adopted 2013	Adopted 2014	Projected 2015	Projected 2016
Working Foreman	1040	1040	-	1560	1560
Tech Specialist	-	-	1,040	-	-
Pooled Park Maintenance	①	①	520	520	520
Rec Facility Attendant/Asst	①	①	①	520	520
Ice Resurfacer Driver	①	①	①	3000	3000
Facility Attendant -Lead	①	①	1440	0	0
Arena Bldg Supervisor	①	①	500	0	0
Facility Supervisor	①	①	1,000	0	0

① *Note: Not budgeted by position in prior years*

Summary Budget
Department 64 Business Unit # 5260 Hayes Arena II

	2012 Actual	2013 Actual	2014 Actual	2014 Adopted	2015 Adopted	2016 Proposed	2017 Proposed
Revenue:							
Ice Revenue	246,940	220,037	292,606	290,000	290,000	290,000	299,000
Dry Floor/Turf Revenue	32,372	28,948	41,152	26,000	26,000	26,000	26,000
Sales / Concession	3,543	1,590	1,474	2,000	2,000	9,000	9,000
Other	-	8,090	13,032	2,000	2,000	2,000	2,000
	282,855	258,665	348,264	320,000	320,000	327,000	336,000
Expenditures:							
Salaries & Wages	55,451	53,270	82,034	92,111	75,725	59,400	58,995
Emp. Benefits	8,369	8,775	10,326	14,706	24,200	6,605	7,100
Supplies	8,018	9,095	15,453	15,850	17,050	13,050	13,050
Contractual Serv.	4,582	4,933	4,670	5,200	5,800	5,900	5,900
Utilities	54,473	59,528	84,877	60,500	81,000	81,000	81,000
Repairs & Maint.	13,881	3,950	29,606	15,000	21,000	21,000	21,000
Training/Travel/Dues	-	282	-	-	1,000	1,000	1,000
Other Exp.	9,214	9,132	10,539	9,300	11,500	12,100	12,675
Items for Resale	223	621	-	-	-	7,000	7,000
Depreciation	87,125	90,311	90,392	90,200	91,200	91,200	91,200
Bond Principal				115,000			
Capital Outlay					17,500	25,000	72,000
Debt Service - Interest	14,815	10,158	5,060	5,250	-	-	-
Total Exp	256,151	250,055	332,957	423,117	345,975	323,255	370,920
Operating Income(loss)	26,704	8,610	15,307	(103,117)	(25,975)	3,745	(34,920)
Other Income (Expense):							
Property Tax Levy	120,000	121,000	121,000	121,000	121,000	121,000	121,000
Net Income (Loss)	146,704	129,610	136,307	17,883	95,025	124,745	86,080

2016 CAPITAL OUTLAY

Ice Resurfacer Battery Replacement	10,000
Compressor	15,000
	25,000

2017 CAPITAL OUTLAY

Compressor	15,000
ManLift	12,000
	27,000

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
ARENA II

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6110 - SALARY-REGULAR EMPLOYEES	41,818	34,971	29,950	815	14,365	14,365	14,360	14,360
6111 - SALARY PART-TIME	34,790	41,210	30,340	6,175	29,335	29,335	29,335	29,335
6112 - SALARY-SEASONAL TEMP	12,030	5,852	13,000	13,992	14,000	14,000	14,000	14,000
6113 - OVERTIME-REGULAR EMPLOYEES		0		0				
6114 - OVERTIME PART-TIME EMPLOYEES	1,700	0	1,700	0	1,700	1,700	1,300	1,300
6123 - SALARY-OTHER	1,773	0	735	0	0	0		
6105 - SALARIES AND WAGES	**92,111**	**82,034**	**75,725**	**20,982**	**59,400**	**59,400**	**58,995**	**58,995**
6138 - MEDICARE	1,336	1,189	1,100	302	840	840	855	855
6139 - FICA	5,711	5,156	4,695	1,293	3,575	3,575	3,660	3,660
6141 - PENSIONS-PERA	5,788	3,131	2,430	1,429	1,075	1,075	1,175	1,175
6142 - WORKERS COMPENSATION	1,871	708	1,575	419	1,115	1,115	1,410	1,410
6144 - LONG-TERM DISABILITY INSURANCE	0		0					
6145 - MEDICAL INSURANCE	0	142	14,400	0				
6125 - EMPLOYEE BENEFITS	**14,706**	**10,326**	**24,200**	**3,443**	**6,605**	**6,605**	**7,100**	**7,100**
6100 - TOTAL PERSONNEL SERVICES	**106,817**	**92,360**	**99,925**	**24,424**	**66,005**	**66,005**	**66,095**	**66,095**
6210 - OFFICE SUPPLIES	0	137	0	0				
6211 - SMALL TOOLS & EQUIPMENT	2,000	1,526	2,250	155	2,250	2,250	2,250	2,250
6212 - MOTOR FUELS/OILS	100	17	100	0	100	100	100	100
6214 - CHEMICALS	1,000	5,372	1,100	0	1,100	1,100	1,100	1,100
6215 - EQUIPMENT-PARTS	1,500	399	1,500	429	1,500	1,500	1,500	1,500
6216 - VEHICLES-TIRES/BATTERIES		0		0				
6229 - GENERAL SUPPLIES	11,250	8,002	12,100	4,937	8,100	8,100	8,100	8,100
6205 - SUPPLIES	**15,850**	**15,453**	**17,050**	**5,521**	**13,050**	**13,050**	**13,050**	**13,050**
6237 - TELEPHONE/PAGERS	2,800	1,938	2,800	1,152	2,800	2,800	2,800	2,800
6239 - PRINTING	400	353	500	0	600	600	600	600
6240 - CLEANING SERVICE/GARBAGE	1,500	1,877	2,000	965	2,000	2,000	2,000	2,000
6249 - OTHER CONTRACTUAL SERVICES	500	502	500	550	500	500	500	500
6230 - CONTRACTUAL SERVICES	**5,200**	**4,670**	**5,800**	**2,667**	**5,900**	**5,900**	**5,900**	**5,900**
6255 - UTILITIES-ELECTRIC	36,000	54,457	46,000	15,639	46,000	46,000	46,000	46,000
6256 - UTILITIES-NATURAL GAS	22,000	28,136	32,000	7,226	32,000	32,000	32,000	32,000
6257 - UTILITIES-PROPANE/WATER/SEWER	2,500	2,284	3,000	1,344	3,000	3,000	3,000	3,000
6250 - UTILITIES	**60,500**	**84,877**	**81,000**	**24,209**	**81,000**	**81,000**	**81,000**	**81,000**
6265 - REPAIRS-EQUIPMENT	4,000	2,075	5,000	5,718	5,000	5,000	5,000	5,000
6266 - REPAIRS-BUILDING	11,000	27,531	16,000	9,535	16,000	16,000	16,000	16,000
6260 - REPAIRS AND MAINTENA	**15,000**	**29,606**	**21,000**	**15,254**	**21,000**	**21,000**	**21,000**	**21,000**
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	0	0	300	0	300	300	300	300
6276 - SCHOOLS/CONFERENCES/EXP OTHER		0		0				
6277 - MILEAGE/AUTO ALLOWANCE	0		100		100	100	100	100
6278 - SUBSISTENCE ALLOWANCE		0		0				
6280 - DUES & SUBSCRIPTIONS	0	0	0	0				
6281 - UNIFORM/CLOTHING ALLOWANCE	0	0	600	0	600	600	600	600
6270 - TRNG/TRAVL/DUES/UNIF	**0**	**0**	**1,000**	**0**	**1,000**	**1,000**	**1,000**	**1,000**
6200 - TOTAL OPERATING COSTS	**96,550**	**134,606**	**125,850**	**47,650**	**121,950**	**121,950**	**121,950**	**121,950**
6310 - RENTAL EXPENSE	0	1,165	600	0	600	600	600	600
6311 - INSURANCE-PROPERTY/LIABILITY	9,300	9,300	10,900	5,450	11,500	11,500	12,075	12,075
6330 - SALES/USE TAX		160		0				
6333 - GENERAL-CASH DISCOUNTS		-87		-4				

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
ARENA II

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6399 - OTHER CHARGES		0		0				
6301 - OTHER EXPENDITURES	**9,300**	**10,539**	**11,500**	**5,446**	**12,100**	**12,100**	**12,675**	**12,675**
6300 - TOTAL OTHER EXPENDITURES	**9,300**	**10,539**	**11,500**	**5,446**	**12,100**	**12,100**	**12,675**	**12,675**
6540 - TAXABLE MISC FOR RESALE		0		0	7,000	7,000	7,000	7,000
6501 - TAXABLE/NON-TAXABLE MISC RESAL		**0**		**0**	**7,000**	**7,000**	**7,000**	**7,000**
6500 - TOTAL LIQUOR EXPENDITURES		**0**		**0**	**7,000**	**7,000**	**7,000**	**7,000**
6610 - DEPRECIATION	90,200	90,392	91,200	44,927	91,200	91,200	91,200	91,200
6601 - TOTAL DEPRECIATION	**90,200**	**90,392**	**91,200**	**44,927**	**91,200**	**91,200**	**91,200**	**91,200**
6600 - TOTAL DEPRECIATION	**90,200**	**90,392**	**91,200**	**44,927**	**91,200**	**91,200**	**91,200**	**91,200**
6740 - CAPITAL OUTLAY-MACH/EQ/OTHER	0	0	17,500	-560	25,000	25,000	72,000	72,000
6701 - TOTAL CAPITAL OUTLAY	**0**	**0**	**17,500**	**-560**	**25,000**	**25,000**	**72,000**	**72,000**
6700 - TOTAL CAPITAL OUTLAY	**0**	**0**	**17,500**	**-560**	**25,000**	**25,000**	**72,000**	**72,000**
6910 - BOND PRINCIPAL	115,000	0	0	0				
6901 - TOTAL DEBT SERVICE	**115,000**	**0**	**0**	**0**				
6900 - TOTAL DEBT SERVICE	**115,000**	**0**	**0**	**0**				
7015 - DEBT SERVICE-INTEREST	5,250	5,060	0	0				
7001 - TOTAL INTEREST AND FISCAL FEES	**5,250**	**5,060**	**0**	**0**				
7000 - TOTAL INTEREST AND FISCAL FEES	**5,250**	**5,060**	**0**	**0**				
	423,117	**332,957**	**345,975**	**121,886**	**323,255**	**323,255**	**370,920**	**370,920**

CITY OF APPLE VALLEY
2016 BUDGET
ACCOUNT DETAIL

DEPT 64: ARENA II - 5260

COMPANY: ARENA 5200

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 FROM 15-16 BUDGET	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
	SALARIES								
6110	Regular Employees	41,818	29,950	29,950	30,700	14,365	14,365	14,360	14,360
6111	Salary-Parttime	34,790	30,340	30,340	37,625	29,335	29,335	29,335	29,335
6112	Salary-Seasonal Temp	12,030	13,000	13,000	14,000	14,000	14,000	14,000	14,000
6114	Overtime - Temp	1,700	1,700	1,700	1,700	1,700	1,700	1,300	1,300
6123	Salaries - Other	1,773	735	735	1,500	-	-	-	-
6138	Medicare	1,336	1,100	1,100	1,240	840	840	855	855
6139	FICA	5,711	4,695	4,695	5,300	3,575	3,575	3,660	3,660
6141	Pension - PERA	5,788	2,430	2,430	6,415	1,075	1,075	1,175	1,175
6142	Worker's Compensation	1,871	1,575	1,575	2,415	1,115	1,115	1,410	1,410
6144	Long-term Disability Insurance	-							
6145	Hospital & Life Insurance	-	14,400	14,400					
	Total	106,817	99,925	99,925	100,895	66,005	66,005	66,095	66,095
6211	**SMALL TOOL & EQUIPMENT**								
		2,000	2,250	2,250	2,250	2,250	2,250	2,250	2,250
	Total	2,000	2,250	2,250	2,250	2,250	2,250	2,250	2,250
6212	**MOTOR FUELS/OILS**								
	Propane	100	100	100	100	100	100	100	100
	Total	100	100	100	100	100	100	100	100
6214	**CHEMICALS**								
	Freon for Compressors	1,000	1,100	1,100	1,100	1,100	1,100	1,100	1,100
	Total	1,000	1,100	1,100	1,100	1,100	1,100	1,100	1,100
6215	**EQUIPMENT - PARTS**								
	Miscellaneous	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500
	Total	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500
6229	**GENERAL SUPPLIES**								
		8,000	8,100	8,100	8,100	8,100	8,100	8,100	8,100
	POS System	2,250							
	Computer	1,000							
	Rink gates/resurfacer entrance doors		4000	4000					
	Total	11,250	12,100	12,100	8,100	8,100	8,100	8,100	8,100
6237	**TELEPHONE**								
	Phone	2,800	2,800	2,800	2,800	2,800	2,800	2,800	2,800
	Total	2,800	2,800	2,800	2,800	2,800	2,800	2,800	2,800
6239	**PRINTING/PUBLISHING**								
	Ticket Printing, News Ads	400	500	500	600	600	600	600	600
	Total	400	500	500	600	600	600	600	600
6240	**C. SERVICE/GARBAGE REMOVAL**								
		1,500	2,000	2,000	2,000	2,000	2,000	2,000	2,000
	Total	1,500	2,000	2,000	2,000	2,000	2,000	2,000	2,000
6249	**OTHER CONTRACTUAL SERVICES**								
	Miscellaneous	500	500	500	500	500	500	500	500
	Total	500	500	500	500	500	500	500	500
6255	**UTILITIES - ELECTRIC**	*							
		36,000	46000	46000	46,000	46,000	46,000	46,000	46,000
	Total	36,000	46,000	46,000	46,000	46,000	46,000	46,000	46,000
6256	**UTILITIES - NATURAL GAS**	*							
		22,000	32000	32000	32,000	32,000	32,000	32,000	32,000
	Total	22,000	32,000	32,000	32,000	32,000	32,000	32,000	32,000
6257	**UTILITIES - OTHER**								
	Water and Sewer	2,500	3,000	3,000	3,000	3,000	3,000	3,000	3,000
	Total	2,500	3,000	3,000	3,000	3,000	3,000	3,000	3,000
6265	**REPAIRS - EQUIPMENT**								
		4,000	5,000	5,718	5,000	5,000	5,000	5,000	5,000
	Total	4,000	5,000	5,718	5,000	5,000	5,000	5,000	5,000
6266	**REPAIRS - BUILDINGS**	*							
		11,000	16000	15282	16,000	16,000	16,000	16,000	16,000
	Total	11,000	16,000	15,282	16,000	16,000	16,000	16,000	16,000
6275	**SCHOOL/CONF/EXP - LOCAL**								
	MN Ice Arena Managers Conf		300	300	300	300	300	300	300
	Total	-	300	300	300	300	300	300	300

CITY OF APPLE VALLEY
2016 BUDGET
ACCOUNT DETAIL

DEPT 64: ARENA II - 5260

COMPANY: ARENA 5200

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 FROM 15-16 BUDGET	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
6277	**MILEAGE ALLOWANCE**		100	100	100	100	100	100	100
	Total	-	100	100	100	100	100	100	100
6280	**DUES & SUBSCRIPTIONS**								
	ISIA, ASCAP & Managers Assoc.								
	Total	-	-	-	-	-	-	-	-
6281	**UNIFORM/CLOTHING ALLOWANCE**								
	Employee ID Jackets, etc.		600	600	600	600	600	600	600
	Total	-	600	600	600	600	600	600	600
6310	**RENTAL EXPENSE**								
	Various Equipment		600	600	600	600	600	600	600
	Total	-	600	600	600	600	600	600	600
6311	**INSURANCE**								
	General Liability	9,300	10,900	10,900	11,500	11,500	11,500	12,075	12,075
	Total	9,300	10,900	10,900	11,500	11,500	11,500	12,075	12,075
6323	**INTEREST EXPENSES**								
		5,250	-	-	-	-	-		
	Total	5,250	-	-	-	-	-	-	-
6540	**TAXABLE MISC FOR RESALE**								
	Concessions					7,000	7,000	7,000	7,000
	Total	-	-	-	-	7,000	7,000	7,000	7,000
6610	**DEPRECIATION**								
		90,200	91,200	91,200	91,200	91,200	91,200	91,200	91,200
	Total	90,200	91,200	91,200	91,200	91,200	91,200	91,200	91,200
6740	**CAPITAL OUTLAY - OTHER ITEMS**								
	Replace Auto Floor Scrubber								
	Replace Fire Alarm System								
	Scoreboard								
	Arena Floor Scrubber		7,500	7,500					
	Skate Sharpener		10,000	10,000					
	Ice Resurfacer Battery Replacement					10,000	10,000		
	Analog Surveillance Camera Conversion							10,000	-
	Compressor					15,000	15,000	15,000	15,000
	Arena LED Lighting							35,000	35,000
	Arena ManLift							12,000	12,000
	Total	-	17,500	17,500	-	25,000	25,000	72,000	62,000
6910	**BOND PRINCIPAL**								
	(2014 is final payment)	115,000	-	-	-	-	-		
	Total	115,000	-	-	-	-	-	-	-
	Total Net of Personnel	316,300	246,050	246,050	225,250	257,250	257,250	304,825	294,825
	TOTAL EXPENSES	$ 423,117	$ 345,975	$ 345,975	$ 326,145	$ 323,255	$ 323,255	$ 370,920	$ 360,920

CITY OF APPLE VALLEY
2016 BUDGET
ACCOUNT DETAIL

DEPT: ARENA REVENUES
COMPANY: ARENA 5200

JDE ACC'T	DESCRIPTION	2012 ACTUAL	2013 ACTUAL	2014 Actual	2015 COUNCIL ADOPTED	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND	2017 COUNCIL ADOPTED
	ARENA I									
4810	Public Skating	2,712	2,320	3,178	5,000	5,000	5,000	5,000	5,000	
4811	Skate Sharpening	534	420	656	1,000	1,000	1,000	1,000	1,000	
4812/4821	Ice Rental	91,768	117,371	102,911	130,000	130,000	130,000	130,000	130,000	
4813	Skate Instructions	31,372	15,750	31,898	26,000	26,000	26,000	26,000	26,000	
4814	Conc & Commissions	2,510	2,217	1,515	2,000	2,000	9,000	9,000	9,000	
4815	Skate Rental	454	309	881	800	800	800	800	800	
4816	Mdse Sales	468	876	391	500	500	500	500	500	
4817	Tennis Rentals	854	2,170	2,414	5,000	5,000	5,000	5,000	5,000	
4818	Tennis Instructions	2,356	573	-	2,000	2,000	2,000	2,000	2,000	
4899	Other	18,127	38,791	9,802	12,000	12,000	12,000	12,000	12,000	
4358	Vending Commissions	-	-	156						
5340	Refunds and Reimbursements	-	-	21,000						
4820	School Share of Exp	213,785	204,393	223,285	267,100	251,000	251,000	251,000	251,000	
	Total	364,940	385,190	398,087	451,400	435,300	442,300	442,300	442,300	-
	ARENA II									
4810	Public Skating	583	939	-						
4811	Skate Sharpening	308	326	382	500	500	500	500	500	
4812	Ice Rental	246,282	218,503	292,606	290,000	290,000	290,000	290,000	299,000	
4813	Skate Instructions	75	595	-						
4814	Conc & Commissions	2,248	564	391	1,000	1,000	8,000	8,000	8,000	
4815	Skate Rental	379	170	19						
4816	Mdse Sales	608	530	682	500	500	500	500	500	
4817	Dry Floor Rentals	32,372	28,948	41,152	26,000	26,000	26,000	26,000	26,000	
4819	Advertising Rev									
4358	Vending Commissions	-	-	81						
5340	Refunds and Reimbursements			11,000						
4899	Other		8,090	1,951	2,000	2,000	2,000	2,000	2,000	
	Total	282,855	258,665	348,264	320,000	320,000	327,000	327,000	336,000	-
	REVENUE RECAP									
	Ice Revenue	372,792	355,478	430,593	451,000	451,000	451,000	451,000	460,000	-
	School Share of Exp	213,785	204,393	223,285	267,100	251,000	251,000	251,000	251,000	-
	Tennis Revenue	3,210	2,743	2,414	7,000	7,000	7,000	7,000	7,000	-
	Soccer Revenue	32,372	28,948	41,152	26,000	26,000	26,000	26,000	26,000	-
	Merch Sales & Concessions	7,509	5,412	4,917	6,300	6,300	20,300	20,300	20,300	-
	Skate Park Revenue	-	-	-	-	-	-	-	-	-
	Other	18,127	46,881	43,990	14,000	14,000	14,000	14,000	14,000	-
	Vending Commissions									
	Total Operating Revenue	647,795	643,855	746,351	771,400	755,300	769,300	769,300	778,300	-
		-	-	-	-	-	-	-	-	
	REVENUE RECAP (by Arena - I)									
	Ice Revenue	125,852	135,441	137,987	161,000	161,000	161,000	161,000	161,000	-
	School Share of Exp	213,785	204,393	223,285	267,100	251,000	251,000	251,000	251,000	-
	Tennis Revenue	3,210	2,743	2,414	7,000	7,000	7,000	7,000	7,000	-
	Soccer Revenue									-
	Merch Sales & Concessions	3,966	3,822	3,443	4,300	4,300	11,300	11,300	11,300	-
	Skate Park Revenue									-
	Other	18,127	38,791	30,958	12,000	12,000	12,000	12,000	12,000	-
	Total Operating Revenue	364,940	385,190	398,087	451,400	435,300	442,300	442,300	442,300	-
	REVENUE RECAP (by Arena -II)									
	Ice Revenue	246,940	220,037	292,606	290,000	290,000	290,000	290,000	299,000	-
	School Share of Exp	-	-	-	-	-	-	-	-	-
	Tennis Revenue	-	-	-	-	-	-	-	-	-
	Soccer Revenue	32,372	28,948	41,152	26,000	26,000	26,000	26,000	26,000	-
	Merch Sales & Concessions	3,543	1,590	1,474	2,000	2,000	9,000	9,000	9,000	-
	Skate Park Revenue	-	-	-	-	-	-	-	-	-
	Other	-	8,090	13,032	2,000	2,000	2,000	2,000	2,000	-
	Total Operating Revenue	282,855	258,665	348,264	320,000	320,000	327,000	327,000	336,000	-

COMPANY	DEPARTMENT	BUSINESS UNIT	ACTIVITY
5300	65	5305	**WATER OPERATIONS** Public Works

DESCRIPTION OF ACTIVITY

The Public Works Water Utility Division is responsible for providing residents and businesses in the City with high quality, safe, and reliable drinking water. Water is derived from 20 municipal wells and pumped to a central water treatment plant. The water plant has a capacity to treat 24 million gallons per day. Treated water is then pumped into the water distribution system consisting of 247 miles of water main pipe and 5 reservoirs with a total storage capacity of 12.7 million gallons. Average daily consumption is 6.8 million gallons.

SERVICE CATEGORIES

The Water Utility Division produces and delivers potable water to 50,000 customers within the City of Apple Valley. Public water supply operations are highly regulated by the Federal Safe Drinking Water Act, administered locally by the Minnesota Department of Health. The following services are provided within this division.

1. **Water Supply and Distribution Services**
   - Supply an average of 2.5 billion gallons of potable water to residents and businesses within Apple Valley
   - Operate and maintain 20 high capacity municipal wells ranging in depths of 490 to 1,100 feet below ground in the Jordan, Mt. Simon and Prairie Du Chien aquifers
   - Perform maintenance and flushing of 2,169 public water hydrants and 285 private water hydrants to preserve water quality and provide water for fire protection throughout the community
   - Inspect and maintain water storage reservoirs, including rehabilitation of interior and exterior surface coatings
   - Perform leak detection, repair damaged valves and repair water main breaks that occur on the distribution system
   - Provide for water meter reading and maintenance of 15,000 water meters

2. **Water Treatment Plant Services**
   - Operate and maintain the City's water treatment plant to remove elevated levels of iron and manganese, minerals naturally occurring in groundwater
   - Provide central system of chlorinating/disinfecting the water supply system to maintain public health standards
   - Provide central system of adding fluoride to drinking water to prevent tooth decay in compliance with State requirements

3. **Water System Testing and Security Services**
   - Monitor water system for disinfection by performing sampling and testing for total coliform bacteria and chlorine residual at 50 sites throughout the community on a monthly basis in compliance with Department of Health requirements.
   - Perform testing, through the Department of Health, to monitor potential contaminants in compliance with Federal Primary Drinking Water Standards.
   - Provide frequent site inspections and continuously monitor operations and security of the water supply system through the SCADA computer and facility security systems

MAJOR OBJECTIVES FOR 2016

The capacity of the City's water supply system has significant influence on the City's capacity for future economic development. The budget and capital improvement program supports continued rehabilitation of the water infrastructure system, including the recommissioning of Well 16 and a water meter replacement program.

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Actual 2012	Actual 2013	Actual 2014	Projected 2015	Projected 2016
Number of Gallons Supplied (in billions of gallons)*	2.46	2.30	2.09	2.3	2.35
Water Main Leaks/Breaks	10	16	11	12	12
MDH Water Quality Tests Failing to Meet Standards**	0	0	0	0	0

* Annual water demand is highly dependent of precipitation and weather conditions for a given year
**Field Testing conducted by the Minnesota Department of Health for Primary Drinking Water Standards

	Regular Status Personnel Schedule –FTE's			
Position Title	Adopted 2013	Adopted 2014	Adopted 2015	Proposed 2016
Public Works Superintendent	1	1	1	1
Utilities Assistant	1	1	1	1
Accounting Technician	1	1	1	1
Utilities Accountant	1	1	1	1
Utilities Foreman	1	1	2	2
Technical Specialist	2	2	1	1
Maintenance II	4	4	4	4
	Temporary Status Personnel Schedule			
Position Title	Adopted 2013	Adopted 2014	Adopted 2015	Proposed 2016
Seasonal	2.5	2.5	2.5	2.5

Debt Schedule:

CITY OF APPLE VALLEY
WATER UTILITY
Debt Service Requirements

	GO Bonds of 2002		GO Rev. Bonds 2014		Total	
Year	Principal	Interest	Principal	Interest	Principal	Interest
2004	125,000	32,018	-	-	125,000	32,018
2005	110,000	29,643	-	-	110,000	29,643
2006	115,000	27,168	-	-	115,000	27,168
2007	90,000	24,063	-	-	90,000	24,063
2008	95,000	21,363	-	-	95,000	21,363
2009	170,000	18,275	-	-	170,000	18,275
2010	105,000	12,495	-	-	105,000	12,495
2011	120,000	8,820	-	-	120,000	8,820
2012	120,000	4,500	-	-	120,000	4,500
2013	-	-	-	-	-	-
2014	-	-	320,000	129,223	320,000	129,223
2015	-	-	365,000	215,125	365,000	215,125
2016	-	-	370,000	207,825	370,000	207,825
2017	-	-	380,000	200,425	380,000	200,425
2018	-	-	385,000	192,825	385,000	192,825
2019	-	-	395,000	185,125	395,000	185,125
2020	-	-	400,000	177,225	400,000	177,225
2021	-	-	410,000	169,225	410,000	169,225
2022	-	-	420,000	161,025	420,000	161,025
2023	-	-	425,000	151,575	425,000	151,575
2024	-	-	440,000	142,013	440,000	142,013
2025	-	-	450,000	131,013	450,000	131,013

Summary Budget
Department Water Operation

	2013 Actual	2013 Adopted	2014 Actual	2014 Adopted	2015 Proposed	2016 Proposed	2017 Proposed
Revenue:							
Utility Charges	4,141,293	4,372,000	4,041,492	4,495,000	4,675,000	4,815,000	4,958,100
Investment Earnings	(85,668)	106,000	97,680	110,000	105,000	105,000	105,000
Shared Rev w/Sewer	43,413	75,000	50,715	75,000	75,000	75,000	75,000
Assessment	79,808	-	90,895		-	-	-
Transfers in	-		-				
Other Revenue	44,823	-	37,528				
Total	4,223,669	4,553,000	4,318,310	4,680,000	4,855,000	4,995,000	5,138,100
Expenditures:							
Salaries & Wages	666,237	667,004	676,138	680,992	690,150	711,425	826,505
Emp. Benefits	232,413	243,429	241,570	235,623	255,735	266,865	274,090
Supplies	191,593	183,365	244,500	199,600	200,215	214,688	194,637
Contractual Serv.	170,376	170,925	268,380	172,110	203,660	239,806	250,213
Utilities	339,514	383,200	331,643	385,205	387,610	406,215	416,720
Repairs & Maint.	310,444	194,155	313,184	212,160	217,610	223,365	219,455
Training/Travel/Dues	13,137	14,005	10,356	13,935	14,760	17,715	17,200
Other Exp.	262,412	202,425	314,376	203,010	215,540	236,025	244,285
Tax/Non-Tax Resale	26,509	23,000	(4,814)	10,000	10,000	20,000	20,000
Depreciation	1,058,694	960,000	1,070,268	1,098,000	1,104,000	1,104,000	1,131,600
VISA / MC charges	20,757	10,000	24,234	10,000	21,000	15,000	17,500
Debt Service - Interest	-	100,000	133,345	427,800	414,650	215,125	207,825
Transfers / admin fee G/F	485,000	485,000	485,000	485,000	504,250	529,000	542,320
Transfers to other funds	-	603,000		603,000	1,371,000	1,371,000	681,000
Cap. outlay - Non capitalized	1,518	-	13,045	-	-	-	-
Total Exp	3,778,604	4,239,508	4,121,225	4,736,435	5,610,180	5,570,229	5,043,350
Net Income	445,065	313,492	197,085	(56,435)	(755,180)	(575,229)	94,750
Net change in cash							
add: Depreciation	1,058,694	960,000	1,070,268	1,098,000	1,104,000	1,104,000	1,131,600
Debt Service - Principal	-	(150,000)	(320,000)	(333,200)	(346,350)	(365,000)	(370,000)
Capital Outlay	(7,877,324)	(9,347,400)	(7,796,825)	(10,802,300)	(907,800)	(1,949,000)	(2,304,000)
Bonds Issued	-	-	8,830,000	8,854,383		-	-
Contractual Service Capitalized	-	(195,000)				-	-
	(6,373,565)	(8,418,908)	1,980,528	(1,239,552)	(905,330)	(1,785,229)	(1,447,650)

Capital Outlay:

Well 16 Recommission- Pump & Controls	$200,000
Valve Replacement	30,000
Palomino Tower Gate/Curb	20,000
Well 8 Phone to Fiber Upgrade	25,000
Gate Valve replacement	25,000
Water Treatment Plant Storage Rack	4,000
2016 Street & Utility Reconstruction	1,371,000
Wells 5,10 & 14 Rehab	131,000
WTP LZP2 Rehab	14,000
Water Meter Replacement Program	1,500,000
	3,566,000

2017 Capital Outlay:

New Pickup	35,000
Wells 8 & 12 Rehab	130,000
LZP3 Rehab	14,000
2017 Street & utility Project	681,000
Gate Valve replacement	25,000
Water Storage Res. Rehab –Valleywood	600,000
Water Meter replacement Program	1,500,000
	2,985,000

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
WATER OPERATIONS

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6110 - SALARY-REGULAR EMPLOYEES	605,796	615,446	611,845	331,942	628,440	628,440	658,135	743,135
6112 - SALARY-SEASONAL TEMP	14,280	14,314	14,280	9,950	15,000	15,000	15,000	15,000
6113 - OVERTIME-REGULAR EMPLOYEES	48,800	77,757	48,800	35,063	50,300	50,300	52,000	52,000
6118 - VACATION PAY		8,667		0				
6121 - INSURANCE CASH BENEFIT		3,964		2,370				
6122 - COMP REQUEST		-44,011		-17,220				
6123 - SALARY-OTHER	12,116	0	15,225	0	17,685	17,685	16,370	16,370
6105 - SALARIES AND WAGES	**680,992**	**676,138**	**690,150**	**362,106**	**711,425**	**711,425**	**741,505**	**826,505**
6138 - MEDICARE	9,874	9,520	10,010	5,113	10,315	10,315	10,750	10,750
6139 - FICA	42,221	40,707	42,780	21,860	44,115	44,115	45,975	45,975
6141 - PENSIONS-PERA	48,337	47,158	50,690	26,234	52,230	52,230	54,490	54,490
6142 - WORKERS COMPENSATION	16,399	17,327	20,795	10,786	22,450	22,450	25,695	25,695
6143 - UNEMPLOYMENT COMPENSATION		0		583				
6144 - LONG-TERM DISABILITY INSURANCE	1,792	1,685	1,860	861	1,915	1,915	2,000	2,000
6145 - MEDICAL INSURANCE	117,000	109,198	129,600	51,809	135,840	135,840	135,180	135,180
6146 - DENTAL INSURANCE		9,919		5,239				
6147 - LIFE INSURANCE-BASIC		112		29				
6148 - LIFE INSURANCE-SUPP/DEPEND		5,944		3,003				
6125 - EMPLOYEE BENEFITS	**235,623**	**241,570**	**255,735**	**125,517**	**266,865**	**266,865**	**274,090**	**274,090**
6100 - TOTAL PERSONNEL SERVICES	**916,615**	**917,708**	**945,885**	**487,624**	**978,290**	**978,290**	**1,015,595**	**1,100,595**
6210 - OFFICE SUPPLIES	800	353	750	940	750	750	750	750
6211 - SMALL TOOLS & EQUIPMENT	16,420	32,775	17,730	2,512	33,690	33,690	11,255	11,255
6212 - MOTOR FUELS/OILS	34,010	23,209	35,035	7,466	33,773	33,773	34,617	34,617
6214 - CHEMICALS	62,900	39,065	60,500	22,653	57,100	57,100	57,500	57,500
6215 - EQUIPMENT-PARTS	62,225	123,637	64,600	37,131	67,340	67,340	67,905	67,905
6216 - VEHICLES-TIRES/BATTERIES	2,250	3,325	2,475	502	2,515	2,515	2,610	2,610
6229 - GENERAL SUPPLIES	20,995	22,137	19,125	17,048	19,520	19,520	20,000	20,000
6205 - SUPPLIES	**199,600**	**244,500**	**200,215**	**88,252**	**214,688**	**214,688**	**194,637**	**194,637**
6231 - LEGAL SERVICES		0		0				
6234 - CITY ENGINEER CONSULTANT SERV		0		0				
6235 - CONSULTANT SERVICES	48,275	132,556	70,025	152,821	81,790	81,790	93,860	93,860
6237 - TELEPHONE/PAGERS	23,810	20,040	24,315	8,065	24,820	24,820	25,445	25,445
6238 - POSTAGE/UPS/FEDEX	18,250	29,832	18,760	9,740	19,150	19,150	19,615	19,615
6239 - PRINTING	10,415	8,105	17,090	2,095	15,375	15,375	15,830	15,830
6240 - CLEANING SERVICE/GARBAGE	1,800	0	1,000	20	13,000	13,000	13,000	13,000
6249 - OTHER CONTRACTUAL SERVICES	69,560	77,848	72,470	16,549	85,671	85,671	82,463	82,463
6230 - CONTRACTUAL SERVICES	**172,110**	**268,380**	**203,660**	**189,289**	**239,806**	**239,806**	**250,213**	**250,213**
6255 - UTILITIES-ELECTRIC	360,000	316,363	369,000	97,102	378,000	378,000	388,000	388,000
6256 - UTILITIES-NATURAL GAS	25,000	15,221	18,400	12,334	28,000	28,000	28,500	28,500
6257 - UTILITIES-PROPANE/WATER/SEWER	205	59	210	66	215	215	220	220
6250 - UTILITIES	**385,205**	**331,643**	**387,610**	**109,502**	**406,215**	**406,215**	**416,720**	**416,720**
6265 - REPAIRS-EQUIPMENT	91,060	156,251	97,900	66,969	105,565	105,565	98,615	98,615
6266 - REPAIRS-BUILDING	24,500	8,142	21,100	2,747	19,700	19,700	20,300	20,300
6269 - REPAIRS-OTHER	96,600	148,791	98,610	67,836	98,100	98,100	100,540	100,540
6260 - REPAIRS AND MAINTENA	**212,160**	**313,184**	**217,610**	**137,552**	**223,365**	**223,365**	**219,455**	**219,455**
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	3,500	3,026	4,000	1,630	4,000	4,000	2,650	2,650
6276 - SCHOOLS/CONFERENCES/EXP OTHER	2,800	733	2,855	1,459	2,910	2,910	2,950	2,950
6277 - MILEAGE/AUTO ALLOWANCE	2,275	1,929	2,290	917	2,305	2,305	2,310	2,310

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
WATER OPERATIONS

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6278 - SUBSISTENCE ALLOWANCE	615	150	630	450	645	645	660	660
6280 - DUES & SUBSCRIPTIONS	1,095	743	1,235	653	4,030	4,030	4,055	4,055
6281 - UNIFORM/CLOTHING ALLOWANCE	3,650	3,776	3,750	2,274	3,825	3,825	4,575	4,575
6270 - TRNG/TRAVL/DUES/UNIF	**13,935**	**10,356**	**14,760**	**7,383**	**17,715**	**17,715**	**17,200**	**17,200**
6200 - TOTAL OPERATING COSTS	**983,010**	**1,168,063**	**1,023,855**	**531,980**	**1,101,789**	**1,101,789**	**1,098,225**	**1,098,225**
6310 - RENTAL EXPENSE	2,900	1,428	2,570	1,003	1,890	1,890	1,900	1,900
6311 - INSURANCE-PROPERTY/LIABILITY	75,000	75,000	89,000	44,500	104,000	104,000	109,200	109,200
6330 - SALES/USE TAX		36		0				
6333 - GENERAL-CASH DISCOUNTS		-249		-113				
6349 - LATE FEES/FINANCE CHARGES		0		0				
6351 - VISA/BANK CHARGES	10,000	24,234	21,000	13,324	15,000	15,000	17,500	17,500
6399 - OTHER CHARGES	610,110	192,245	123,970	58,540	130,135	130,135	133,185	133,185
6301 - OTHER EXPENDITURES	**698,010**	**292,694**	**236,540**	**117,253**	**251,025**	**251,025**	**261,785**	**261,785**
6300 - TOTAL OTHER EXPENDITURES	**698,010**	**292,694**	**236,540**	**117,253**	**251,025**	**251,025**	**261,785**	**261,785**
6425 - VISA/BANK CHARGES	0	0	0	0				
6401 - EXPENDITURES	**0**	**0**	**0**	**0**				
6400 - TOTAL GOLF EXPENDITURES	**0**	**0**	**0**	**0**				
6540 - TAXABLE MISC FOR RESALE	10,000	-4,814	10,000	14,504	20,000	20,000	20,000	20,000
6545 - NON-TAXABLE MISC FOR RESALE	0	0	0	0				
6501 - TAXABLE/NON-TAXABLE MISC RESAL	**10,000**	**-4,814**	**10,000**	**14,504**	**20,000**	**20,000**	**20,000**	**20,000**
6500 - TOTAL LIQUOR EXPENDITURES	**10,000**	**-4,814**	**10,000**	**14,504**	**20,000**	**20,000**	**20,000**	**20,000**
6610 - DEPRECIATION	1,098,000	1,070,268	1,104,000	0	1,104,000	1,104,000	1,131,600	1,131,600
6601 - TOTAL DEPRECIATION	**1,098,000**	**1,070,268**	**1,104,000**	**0**	**1,104,000**	**1,104,000**	**1,131,600**	**1,131,600**
6600 - TOTAL DEPRECIATION	**1,098,000**	**1,070,268**	**1,104,000**	**0**	**1,104,000**	**1,104,000**	**1,131,600**	**1,131,600**
6730 - CAPITAL OUTLAY-TRANSPORTATION	0	0	35,000	0			35,000	35,000
6735 - CAPITAL OUTLAY-OTHER IMPROVEME	802,300	13,045	872,800	407,279	3,820,000	3,320,000	3,450,000	2,950,000
6701 - TOTAL CAPITAL OUTLAY	**802,300**	**13,045**	**907,800**	**407,279**	**3,820,000**	**3,320,000**	**3,485,000**	**2,985,000**
6700 - TOTAL CAPITAL OUTLAY	**802,300**	**13,045**	**907,800**	**407,279**	**3,820,000**	**3,320,000**	**3,485,000**	**2,985,000**
6801 - TOTAL CONSTRUCTION COSTS		**0**		**0**				
6800 - TOTAL CONSTRUCTION COSTS		**0**		**0**				
6910 - BOND PRINCIPAL	333,200	0	346,350	0	359,000	365,000	368,000	370,000
6915 - DEBT SERVICE-OTHER	0		0					
6901 - TOTAL DEBT SERVICE	**333,200**	**0**	**346,350**	**0**	**359,000**	**365,000**	**368,000**	**370,000**
6900 - TOTAL DEBT SERVICE	**333,200**	**0**	**346,350**	**0**	**359,000**	**365,000**	**368,000**	**370,000**
7002 - BOND ISSUANCE DISCOUNT		45,916		0				
7015 - DEBT SERVICE-INTEREST	427,800	133,345	414,650	107,563	405,000	215,125	400,000	207,825
7001 - TOTAL INTEREST AND FISCAL FEES	**427,800**	**179,261**	**414,650**	**107,563**	**405,000**	**215,125**	**400,000**	**207,825**
7000 - TOTAL INTEREST AND FISCAL FEES	**427,800**	**179,261**	**414,650**	**107,563**	**405,000**	**215,125**	**400,000**	**207,825**
7110 - TRANSFER TO OTHER FUNDS		300,000	310,000	155,000	300,000	325,500	350,000	335,250
7125 - ADMINI CHARGE TO OTHER FUNDS		185,000	194,250	80,938	185,000	203,500	213,675	207,070
7101 - TOTAL TRANSFERS		**485,000**	**504,250**	**235,937**	**485,000**	**529,000**	**563,675**	**542,320**
7100 - TOTAL TRANSFERS		**485,000**	**504,250**	**235,937**	**485,000**	**529,000**	**563,675**	**542,320**
	5,268,935	**4,121,226**	**5,493,330**	**1,902,139**	**8,524,104**	**7,884,229**	**8,343,880**	**7,717,350**

DEPT 65: WATER UTILITY OPERATIONS - 5305
Public Works Department

COMPANY 5300: WATER & SEWER FUND

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
	REVENUE							
4910	Water Charges	4,495,000	4,630,000	4,630,000	4,770,000	4,770,000	4,913,100	4,913,100
4912	Water Connection Charges		45,000	45,000	45,000	45,000	45,000	45,000
4913	Other Water	75,000	75,000	75,000	75,000	75,000	75,000	75,000
5010	Investment Interest	110,000	100,000	100,000	100,000	100,000	100,000	100,000
	Total	4,680,000	4,850,000	4,850,000	4,990,000	4,990,000	5,133,100	5,133,100
	SALARIES							
6110	Regular Employees	605,796	611,845	611,845	628,440	628,440	658,135	743,135
6111	Salary-Parttime	-	-	-				
6112	Salary-Seasonal Temp	14,280	14,280	14,280	15,000	15,000	15,000	15,000
6113	Overtime - Reg	35,000	35,000	35,000	35,000	35,000	36,300	36,300
6114	Overtime - Temp	-	-	-				
6113	Overtime - On Call Program	13,800	13,800	13,800	15,300	15,300	15,700	15,700
6123	Salaries - Other	12,116	15,225	15,225	17,685	17,685	16,370	16,370
6138	Medicare	9,874	10,010	10,010	10,315	10,315	10,750	10,750
6139	FICA	42,221	42,780	42,780	44,115	44,115	45,975	45,975
6141	Pension - PERA	48,337	50,690	50,690	52,230	52,230	54,490	54,490
6142	Worker's Compensation	16,399	20,795	20,795	22,450	22,450	25,695	25,695
6144	Long-Term Disability Insurance	1,792	1,860	1,860	1,915	1,915	2,000	2,000
6145	Hospital & Life Insurance	117,000	129,600	129,600	135,840	135,840	135,180	135,180
	Position Evaluation	-	-	-	-	-		
	Total	916,615	945,885	945,885	978,290	978,290	1,015,595	1,100,595
6210	**OFFICE SUPPLIES**							
	General Office Supplies	750	700	700	700	700	700	700
	Large Printer Paper	50	50	50	50	50	50	50
	Total	800	750	750	750	750	750	750
6211	**SMALL TOOL & EQUIPMENT**							
	Small Tools	3,300	3,350	3,350	3,400	3,400	3,485	3,485
	Electric/Power Tools	720	730	730	740	740	770	770
	SCBA Cabinet Replacement (2)	-	2,000	2,000	-	-		
	Majikist Water Line Thawer Replace	-	3,500	3,500	-	-		
	Well Draw Down Sensor	-	1,000	1,000				
	MetroTech Unit Replacement	5,200	-	-				
	Windmaster Replacement	2,000	-	-				
	Locater Replacement - 2						1,900	1,900
	Harness Replacement (3)	1,350	-	-	1,400	1,400		
	Fisher Locator	-	1,850	1,850				
	Cartegraph License	1,350	1,350	1,350	1,350	1,350	1,400	1,400
	File Storage System (As-Built Sheets)	2,500	-	-				
	Chlorinator Control Replace	-	2,500	2,500			2,600	2,600
	Meter Reading Laptop Replacement	-	1,450	1,450				
	Generator Replacement				1,800	1,800		
	Blower Replacement - Confined Space				500	500		
	Parts Washer				2,500	2,500		
	Sodium Permanganate Replacement Pump				7,000	7,000		
	Floor Scrubber				6,500	6,500		
	Color Printer Replacement - Large Format				5,000	5,000		
	Test Kits - Chlorine/Manganese/Iron				900	900		
	Microsoft Surface Pro3 - Laptop Replacement				1,100	1,100	1,100	1,100
	Office Furniture - Desk, table, chairs				1,500	1,500		
	Line item Budget Adjustment							
	Total	16,420	17,730	17,730	33,690	33,690	11,255	11,255
6212	**MOTOR FUELS/OILS**							
	Nolead Fuel	17,200	17,700	17,700	16,972	16,972	17,396	17,396
	Diesel Fuel	4,985	5,135	5,135	4,128	4,128	4,231	4,231
	Diesel Fuel Tax	75	80	80	313	313	321	321
	Oil (Wells 4 & 5)	2,500	2,575	2,575	2,625	2,625	2,690	2,690
	Diesel - Generators	8,250	8,495	8,495	8,665	8,665	8,882	8,882
	Oil/Lubricants	1,000	1,050	1,050	1,070	1,070	1,097	1,097
	Total	34,010	35,035	35,035	33,773	33,773	34,617	34,617
6214	**CHEMICALS**							
	Treatment Chemicals - Chlorine	11,900	11,500	11,500	11,750	11,750	12,000	12,000
	Treatment Chemicals - Fluoride	33,000	32,000	32,000	28,000	28,000	28,000	28,000
	Potassium Permanganate	18,000	17,000	17,000				
	Sodium Permanganate				17,350	17,350	17,500	17,500
	Polymer (Backwash Tanks)	-	-	-	-	-		
	Total	62,900	60,500	60,500	57,100	57,100	57,500	57,500
6215	**EQUIPMENT - PARTS**							
	Meters & MXU's	9,350	10,000	10,000	10,000	10,000	10,000	10,000
	Mains	4,150	4,500	4,500	4,600	4,600	4,700	4,700
	Hydrants	10,700	11,000	11,000	11,200	11,200	11,480	11,480
	Chemical Pumps	4,130	4,200	4,200	4,290	4,290	4,400	4,400
	Wells & Backflows Preventors	4,700	4,800	4,800	4,900	4,900	5,000	5,000
	Vehicle	4,750	5,000	5,000	5,100	5,100	5,200	5,200
	Solenoids	4,550	4,650	4,650	4,750	4,750	5,000	5,000
	Chlorinator Parts	1,560	2,600	2,600	2,700	2,700	2,800	2,800
	General Equipment Supplies	1,225	1,300	1,300	1,400	1,400	1,500	1,500
	Valves, Air Reliefs	1,560	1,590	1,590	1,625	1,625	1,675	1,675
	WTP Waste Valve	3,100	3,160	3,160	3,225	3,225	3,250	3,250
	Pressure Station	1,050	1,200	1,200	1,250	1,250	1,300	1,300
	Hydrant Top Bonnet Replacement	10,400	10,600	10,600	10,800	10,800	10,000	10,000

DEPT 65: WATER UTILITY OPERATIONS - 5305
Public Works Department

COMPANY 5300: WATER & SEWER FUND

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
	Chlortainer Parts	-	-	-	1,500	1,500	1,600	1,600
	Total	62,225	64,600	64,600	67,340	67,340	67,905	67,905
6216	**EQUIPMENT - TIRES/BATTERIES**							
	Batteries - Generators, Wells 4 & 5	1,000	1,025	1,025	1,050	1,050	1,075	1,075
	Batteries - RTUs, UPSs, Controls	500	750	750	750	750	800	800
	Tires	750	700	700	715	715	735	735
	Total	2,250	2,475	2,475	2,515	2,515	2,610	2,610
6229	**GENERAL SUPPLIES**							
	Flashers, Barricades	1,025	1,040	1,040	1,065	1,065	1,090	1,090
	Safety Equipment/First Aid	3,200	3,260	3,260	3,325	3,325	3,405	3,405
	Sand, Gravel, Fill Material	2,100	2,400	2,400	2,450	2,450	2,510	2,510
	Paint - WTP, Wells, Hydrants	4,175	1,840	1,840	1,880	1,880	1,925	1,925
	Shop Supplies	3,150	3,350	3,350	3,420	3,420	3,505	3,505
	Location - Marking Supplies	2,075	2,125	2,125	2,170	2,170	2,225	2,225
	ArcFlash PPE	1,200	350	350	360	360	370	370
	Prescription Safety Glasses	110	110	110	110	110	120	120
	Reagents for Water Testing	525	535	535	545	545	560	560
	Eroision Control Products	775	800	800	815	815	830	830
	Anodes - Corrosion Protection	1,850	2,500	2,500	2,550	2,550	2,615	2,615
	Grass Seed	310	315	315	320	320	320	320
	Steel	500	500	500	510	510	525	525
	Total	20,995	19,125	19,125	19,520	19,520	20,000	20,000
6235	**CONSULTANT SERVICES**							
	Nordic Warranty Inspection	-	3,500	3,500				
	Valleywood Reservoir Inspection				3,500	3,500		
	Update Comprehensive Water Supply Plan	-	8,000	8,000	20,000	20,000	10,000	10,000
	Vulnerability Assessment EPA	-	-	-				
	Engineering Consulting Firm Costs	18,000	5,000	5,000	10,000	10,000	10,000	10,000
	Well 16 Analysis and Groundwater Study	-	25,000	25,000	20,000	20,000		
	Legal Expenses	1,200	1,500	1,500	1,500	1,500	2,000	2,000
	Audit	10,500	10,700	10,700	10,900	10,900	11,225	11,225
	GIS/Mapping/Cartegraph Development	8,675	6,000	6,000	6,000	6,000	50,180	50,180
	OSHA Required Tests (Hearing, Hep B, etc.)	700	725	725	740	740	755	755
	CCR Report Preparation	700	2,100	2,100	2,150	2,150	2,200	2,200
	Cross Connection Study (add Mandate)	2,500	-	-	7,000	7,000	7,500	7,500
	Spill Resonse Plan - WHP Requirement	4,000	5,500	5,500	-	-		
	Chip Maps	-	-	-	-	-		
	Water Audit	-			-	-		
	Electronic Data Entry for Maint. Tracking	-	-	-	-	-		
	WTP Expansion Plans and Specifications	-	-	-	-	-		
	Arc Flash Hazard Survey	-	-	-	-	-		
	Cartegraph Water Data /Integration SCADA	2,000	2,000	2,000	-	-		
	Total	48,275	70,025	70,025	81,790	81,790	93,860	93,860
6237	**TELEPHONE/PAGERS**							
	Gopher State w/ GSOC Ticket Mgmt.	16,100	16,435	16,435	16,780	16,780	17,200	17,200
	Telephones	4,200	4,300	4,300	4,390	4,390	4,500	4,500
	Cellular Phone/Communications	2,960	3,020	3,020	3,080	3,080	3,160	3,160
	Wireless Air Card Irthnet/Infraseek	550	560	560	570	570	585	585
	Total	23,810	24,315	24,315	24,820	24,820	25,445	25,445
6238	**POSTAGE/UPS/FEDEX**							
	Postage	16,300	15,800	15,800	16,130	16,130	16,535	16,535
	Consumer Confidence Mailing	1,500	2,500	2,500	2,550	2,550	2,600	2,600
	Shipping (SSI/Other)	450	460	460	470	470	480	480
	Total	18,250	18,760	18,760	19,150	19,150	19,615	19,615
6239	**PRINTING/PUBLISHING**							
	Water Bills	5,100	5,200	5,200	5,300	5,300	5,400	5,400
	Educational Materials	1,225	510	510	520	520	530	530
	F-T & P-T Want Ads	815	820	820	835	835	850	850
	Print Chip Books	2,000	2,050	2,050	3,200	3,200	3,500	3,500
	Consumer Confidence Report	765	8,000	8,000	5,000	5,000	5,000	5,000
	Water-Off and Restriction Notices	510	510	510	520	520	550	550
	Line item Budget Adjustment							
	Total	10,415	17,090	17,090	15,375	15,375	15,830	15,830
6240	**C. SERVICE/GARBAGE REMOVAL**							
	Water Break Material Disposal	1,800	1,000	1,000	1,000	1,000	1,000	1,000
	Cleaning Services - WTP/CMF				12,000	12,000	12,000	12,000
	Total	1,800	1,000	1,000	13,000	13,000	13,000	13,000
6249	**OTHER CONTRACTUAL SERVICES**							
	Standard & Coliform Testing	5,380	6,400	6,400	7,000	7,000	8,500	8,500
	Lease Phone Lines	1,100	900	900	900	900	925	925
	Utilities - Contract Street Repairs	-	-	-	-	-		
	2013 Moved to 6735							
	Water Meter Reading	23,000	23,000	23,000	23,450	23,450	18,000	18,000
	Hydrant Painting & Sandblasting	20,000	20,400	20,400	27,000	27,000	28,000	28,000
	Leak Detection Survey	9,150	9,300	9,300	9,485	9,485	9,500	9,500
	Plumbing Repairs	1,050	1,075	1,075	1,100	1,100	1,200	1,200
	Cartegraph Maintenance Fee	2,550	3,100	3,100	3,150	3,150	3,200	3,200
	Trans Alarm Monitoring (Wells 1, 2 & 3)	1,480	1,500	1,500	1,530	1,530	1,550	1,550
	WTP Discharge Samples	950	975	975	995	995	1,000	1,000
	Fire Extinguisher Testing	400	410	410	420	420	430	430
	Overhead Hoist Inspection	420	425	425	500	500	510	510
	Meter Testing	4,000	4,000	4,000	4,080	4,080	4,100	4,100

DEPT 65: WATER UTILITY OPERATIONS - 5305
Public Works Department

COMPANY 5300: WATER & SEWER FUND

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
	WTP Boiler Inspection	80	85	85	85	85	90	90
	Dakota County Aerial Photos JPA	-	900	900	900	900	900	900
	Nordic Reservoir Inspection (inter rehab 2013)	-	-	-	-	-		
	Fire System Monitoring - WTP				340	340	350	350
	Fire System Annual Testing - WTP				300	300		
	CO System Annual Testing				350	350		
	Trane Dehumidifier Mntc Agreement				4,086	4,086	4,208	4,208
	Line item Budget Adjustment							
	Total	69,560	72,470	72,470	85,671	85,671	82,463	82,463
6255	**UTILITIES - ELECTRIC**							
	Wells and Water Treatment Plant	360,000	369,000	369,000	378,000	378,000	388,000	388,000
	Total	360,000	369,000	369,000	378,000	378,000	388,000	388,000
6256	**UTILITIES - NATURAL GAS**							
	WTP, Wells 4 & 5	25,000	18,400	18,400	28,000	28,000	28,500	28,500
	Total	25,000	18,400	18,400	28,000	28,000	28,500	28,500
6257	**UTILITIES - PROPANE**							
	General Use	205	210	210	215	215	220	220
	Total	205	210	210	215	215	220	220
6265	**REPAIRS - EQUIPMENT**							
	MXU Replacements - early meter failure	-	7,000	7,000	7,000	7,000	5,000	5,000
	Well 6 Electrical Controls Upgrade	-	3,900	3,900				
	Well 10 Replace Heater	-	1,400	1,400				
	Quarry Pt Replace three lights w/LED	-	1,700	1,700				
	Nordic, Well 4 & 5 Battery Charger Upgrades	-	3,500	3,500				
	Booster Station - Replace Motor Starter	3,500	-	-	-	-		
	Well 7 - Replace Surge Suppression	1,500	-	-	-	-		
	Well 13 & 18 Replace Capacitor Bank	3,300	-	-	-	-		
	Cathodic Protection - Reservoirs	2,025	-	-	-	-		
	Vehicle Maintenance	4,180	4,250	4,250	4,335	4,335	4,500	4,500
	Flow Meters at Wells	1,050	1,070	1,070	1,090	1,090	1,125	1,125
	WTP Controls - Booster Station, Wells	10,400	10,600	10,600	10,800	10,800	11,200	11,200
	Test and Repair Backflow Preventors	3,650	3,725	3,725	3,800	3,800	3,900	3,900
	Generator Maint. Contract	7,300	7,450	7,450	7,600	7,600	7,800	7,800
	Generator Maintenance/Repairs	7,000	7,150	7,150	7,300	7,300	7,500	7,500
	Elect. Maint. & Repairs (Wells, WTP)/TEGG	18,850	19,200	19,200	25,000	25,000	27,000	27,000
	Commercial Water Meters	1,050	1,070	1,070	1,090	1,090	1,125	1,125
	Check Encoder Maintenance (Utility Billing)	450	460	460	470	470	480	480
	General Repairs	5,225	5,335	5,335	5,450	5,450	5,590	5,590
	SSI Handheld Repairs	1,050	1,070	1,070	1,090	1,090	1,100	1,100
	Portable Radio Repair	830	850	850	870	870	900	900
	Locator Repair	1,560	1,590	1,590	1,625	1,625	1,650	1,650
	Hydrant Seat Machine Seal	520	530	530	540	540	550	550
	Card Reader System Maintenance	2,100	2,140	2,140	2,185	2,185	2,200	2,200
	Well PLC Replacement	2,600	2,650	2,650	2,700	2,700	2,775	2,775
	Well Transducer Replacement	6,780	6,900	6,900	7,040	7,040	7,220	7,220
	Radio Replacement for Wells	5,100	3,300	3,300	3,500	3,500	5,000	5,000
	Security System Maintenance	1,040	1,060	1,060	1,080	1,080	2,000	2,000
	CO Detector Testing & Calibration							
	Well 11 Replace Breaker 250 amp				4,500	4,500		
	Wells 6 & 11 (plus control panel for No. 11)	-	-	-	-	-		
	WTP - High Service Pump (HZP4)	-	-	-	-	-		
	Well 10 generator emissions upgrades	-	-	-	-	-		
	WTP generator emissions upgrade	-	-	-	-	-		
	Well 12 Change from Phone to Radio	-	-	-	-	-		
	Well 4 N.Gas Engine Adjust Valves				1,000	1,000		
	Well 13 Branch Circuit Panel Replace				5,500	5,500		
	Total	91,060	97,900	97,900	105,565	105,565	98,615	98,615
6266	**REPAIRS - BUILDINGS**							
	Heaters, Boilers, Air Cond, etc.	4,500	4,600	4,600	4,700	4,700	4,800	4,800
	WTP/Well Bldgs. (Trim, Doors, Roofs, Etc.)	20,000	16,500	16,500	15,000	15,000	15,500	15,500
	Total	24,500	21,100	21,100	19,700	19,700	20,300	20,300
6269	**REPAIRS - OTHER**							
	Thawing Water Lines	500	510	510	1,000	1,000	1,000	1,000
	Water Main Breaks	67,000	68,400	68,400	69,800	69,800	71,500	71,500
	Landscape Restoration	5,300	5,400	5,400	5,500	5,500	5,640	5,640
	Curb Stop Repairs	16,000	16,300	16,300	13,600	13,600	14,000	14,000
	Misc. (Ex: Hyd. Damage, GV Repair)	7,800	8,000	8,000	8,200	8,200	8,400	8,400
	GV Repair Operating Nuts 2 Locations	-	-	-				
	Hydrant Replacement Porter/Whitney	-	-	-	-	-		
	GV Instalation 137th St Pressure Station	-	-	-	-	-		
	Total	96,600	98,610	98,610	98,100	98,100	100,540	100,540
6275	**SCHOOL/CONF/EXP - LOCAL**							
	School & Certifications/State AWWA	3,000	2,000	2,000	2,000	2,000	2,100	2,100
	Backing Class DCTC	-	-	-	-	-		
	MRWA School	500	500	500	500	500	550	550
	Electrical Safety Classes	-	1,500	1,500	1,500	1,500		
	Total	3,500	4,000	4,000	4,000	4,000	2,650	2,650
6276	**SCHOOL/CONF/EXP - OTHER**							
	AWWA National	1,800	1,835	1,835	1,870	1,870	1,900	1,900
	Maint Employee Training	1,000	1,020	1,020	1,040	1,040	1,050	1,050
	Total	2,800	2,855	2,855	2,910	2,910	2,950	2,950

DEPT 65: WATER UTILITY OPERATIONS - 5305
Public Works Department

COMPANY 5300: WATER & SEWER FUND

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
6277	**MILEAGE/AUTO ALLOWANCE**							
	Supervisor - 50%	1,650	1,650	1,650	1,650	1,650	1,650	1,650
	Billing/Training	625	640	640	655	655	660	660
	Total	2,275	2,290	2,290	2,305	2,305	2,310	2,310
6278	**SUBSISTENCE ALLOWANCE**							
	State AWWA Conference	205	210	210	215	215	220	220
	MRWA School	205	210	210	215	215	220	220
	AWWA National	205	210	210	215	215	220	220
	Total	615	630	630	645	645	660	660
6280	**DUES & SUBSCRIPTIONS**							
	Certification Renewal Fees	325	300	300	300	300	300	300
	MRWA Membership	210	225	225	230	230	250	250
	MGWA Dues	50	50	50	50	50	50	50
	SUSA Dues	110	110	110	110	110	115	115
	AWWA Dues - Utility Membership	400	550	550	3,340	3,340	3,340	3,340
	Total	1,095	1,235	1,235	4,030	4,030	4,055	4,055
6281	**UNIFORM/CLOTHING ALLOWANCE**							
	Utility Employees	3,650	3,750	3,750	3,825	3,825	3,925	3,925
	Add Employee						650	650
	Total	3,650	3,750	3,750	3,825	3,825	4,575	4,575
6310	**RENTAL EXPENSE**							
	Payment Box Rental (Cub, Rainbow, etc)	700	700	700	-	-		
	General Rental	500	500	500	500	500	500	500
	Scaffolding	500	500	500	500	500	500	500
	Home and Garden Show (move from 6229)	1,200	870	870	890	890	900	900
	Total	2,900	2,570	2,570	1,890	1,890	1,900	1,900
6311	**INSURANCE**							
	General, Auto, Property Liability	75,000	89,000	89,000	104,000	104,000	109,200	109,200
	Total	75,000	89,000	89,000	104,000	104,000	109,200	109,200
6399	**OTHER CHARGES**							
	LOGIS	68,250	71,600	71,600	76,700	76,700	78,500	78,500
	General Fund Admin. Fee	300,000			-	-		
	Franchise Fee	185,000			-	-		
	DNR Water Use Permit	40,000	38,800	38,800	39,600	39,600	40,000	40,000
	Hazardous Chemical Inventory Fee	500	500	500	510	510	520	520
	Generator Emission Fee	1,000	1,000	1,000	1,020	1,020	1,040	1,040
	Discharge Permit/Strength Charge	6,500	5,200	5,200	5,300	5,300	5,400	5,400
	Invensys Support	1,400	1,400	1,400	1,430	1,430	1,450	1,450
	Cartegraph Support	7,200	5,200	5,200	5,300	5,300	6,000	6,000
	County Obstruction Permit	260	270	270	275	275	275	275
	JobCal Software Support	-	-	-	-	-		
	ArcView Support(move to IT Budget)	-	-	-	-	-		
	Total	610,110	123,970	123,970	130,135	130,135	133,185	133,185
6351	**CREDIT CARD FEES**							
	Annual Fees	10,000	21,000	21,000	15,000	15,000	17,500	17,500
	Total	10,000	21,000	21,000	15,000	15,000	17,500	17,500
6540	**TAXABLE MISC FOR RESALE**							
	Water Meters	10,000	10,000	10,000	20,000	20,000	20,000	20,000
	Total	10,000	10,000	10,000	20,000	20,000	20,000	20,000
6610	**DEPRECIATION**							
	Depreciation	1,098,000	1,104,000	1,104,000	1,104,000	1,104,000	1,131,600	1,131,600
	Total	1,098,000	1,104,000	1,104,000	1,104,000	1,104,000	1,131,600	1,131,600
6730	**CAPITAL OUTLAY - VEHICLES**							
	Replace 1 Ton Vehicle 404 (toolbox, plow)	-	35,000	35,000	-	-		
	Replace Vehicle 410 (toolbx, plow)	-	-	-	-	-		
	Add vehicle - new employee						35,000	35,000
	Mower (% 50Fleet/25 Water/25 Sewer)	-	-	-	-	-		
	Total	-	35,000	35,000	-	-	35,000	35,000
6735	**CAPITAL OUTLAY - OTHER IMP**							
	Wells 8 & 12 Rehabilitation						130,000	130,000
	Well 16 Recommission - Pump & Control Panel				200,000	200,000		
	LZP3 Rehabilitation						14,000	14,000
	Valve Replacement P.Chamber/Waste/Influent				30,000	30,000		
	Palomino Tower Landscape/Gate/Curb				20,000	20,000		
	Well 8 Phone to Fiber Upgrade				25,000	25,000		
	2017 Street & Utility Recon (Pal Hills 4th, JCRR)						681,000	681,000
	Wells 4, 9, 15 Rehabilitation	125,000	-	-	-	-		
	HZP3 Rehabilitation	12,800	12,800	12,800	-	-		
	132nd Street Reconstruction	590,000	-	-	-	-		
	Well 2 Electric Upgrades/Controls, G.W. Monit.	42,000	-	-	-	-		
	Well 8 Fiber Connection	6,000	-	-	-	-		
	Longridge (actually QP) Reservoir Wash	6,500	-	-	-	-		
	DNR Groundwater Monitoring Well	-	10,000	10,000	-	-		
	Gate Valve Replacement	20,000	25,000	25,000	25,000	25,000	25,000	25,000
	2015 Street & Utility Improvements	-	603,000	603,000	-	-		
	Wells 3, 7, 17 Rehabilitation	-	127,000	127,000	-	-		
	HZP1 Rehabilitation	-	13,500	13,500	-	-		
	Storage Reservoir Tank Maint. (Palomino)		8,500	8,500	-	-		
	WTP Storage Racks	-	15,000	15,000	4,000	4,000		
	147th WM Loop (Pennock) - delay project	-	58,000	58,000	-	-		
	2016 Street & Utility Reconstruction (Pal Hills)	-	-	-	1,371,000	1,371,000		
	Wells 5, 10 and 14 Rehab	-	-	-	131,000	131,000		

DEPT 65: WATER UTILITY OPERATIONS - 5305
Public Works Department

COMPANY 5300: WATER & SEWER FUND

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
	WTP LZP2 Rehabilitation	-	-	-	14,000	14,000		
	Water Storage Res Rehab - Valleywood	-	-	-			600,000	600,000
	Replace Water Meter System Year 1 of 4	-	-	-	2,000,000	1,500,000	2,000,000	1,500,000
	Harwell Corrosion Inspection	-	-	-	-	-		
	Greenleaf Neigh. Street & Utility Reconst	-	-	-	-	-		
	Whitney Drive Street & Utility Reconst	-	-	-	-	-		
	Well Rehabilitation, Nos. 4, 13, 16, HZP2	-	-	-	-	-		
	Well No. 10 Roof Replacement	-	-	-	-	-		
	Water Storage Reserv. Paint Quarry Point	-	-	-	-	-		
	Water Storage Reserv. Paint Nordic	-	-	-	-	-		
	Well No. 16 Abandon and Seal	-	-	-	-	-		
	Water Treatment Plant Expansion	-	-	-	-	-		
	Total	802,300	872,800	872,800	3,820,000	3,320,000	3,450,000	2,950,000
6910	**BOND PRINCIPAL**							
	2013 WTP Bonds ($10.8M)	333,200	346,350	346,350	359,000	365,000	368,000	370,000
	2002 GO Retired 2012	-	-	-				
	Total	333,200	346,350	346,350	359,000	365,000	368,000	370,000
7015	**BOND INTEREST**							
	2013 WTP Bonds	427,800	414,650	414,650	405,000	215,125	400,000	207,825
	2002 GO Retired 2012	-	-	-				
	Total	427,800	414,650	414,650	405,000	215,125	400,000	207,825
7110	**TRANSFER TO OTHER FUNDS**							
	General Fund		310,000	310,000	300,000	325,500	350,000	335,250
	Total	-	310,000	310,000	300,000	325,500	350,000	335,250
7125	**ADMIN CHARGE TO GENERAL FUND**							
			194,250	194,250	185,000	203,500	213,675	207,070
	Total	-	194,250	194,250	185,000	203,500	213,675	207,070
	Total Net of Personnel	4,352,320	4,547,445	4,547,445	7,545,814	6,905,939	7,328,285	6,616,755
	TOTAL EXPENSES	5,268,935	5,493,330	5,493,330	8,524,104	7,884,229	8,343,880	7,717,350
	LESS Capital Outlay	(802,300)	(907,800)	(907,800)	(3,820,000)	(3,320,000)	(3,485,000)	(2,985,000)
	TOTAL EXP WITHOUT CAPITAL OUTLAY	4,466,635	4,585,530	4,585,530	4,704,104	4,564,229	4,858,880	4,732,350

COMPANY	DEPARTMENT	BUSINESS UNIT	ACTIVITY
5300	66	5365	**SEWER OPERATIONS** Public Works

DESCRIPTION OF ACTIVITY

The Sanitary Sewer Utility Division is responsible for operating and maintaining the sanitary sewer conveyance system and piping portion of the storm sewer drainage system. The City's sanitary sewer system includes of 193 miles of sewer pipe; 5,352 manhole structures; and 9 sanitary lift stations. This business unit also provides funding for wastewater treatment charges through the regional wastewater treatment plant system operated by Metropolitan Council Environmental Services.

SERVICE CATEGORIES

The Sanitary Sewer Utility Division provides wastewater service to 50,000 customers within the City of Apple Valley. The following services are provided within this division.

1. **Wastewater Conveyance Services**
   - Safely convey an average annual volume of 1.2 billion gallons of wastewater for customer within the City of Apple Valley
   - Coordinate disposal of wastewater into trunk and interceptor sewers located at the City borders, including the Metropolitan Council Environmental Services system, the City of Burnsville (northwestern portion of Apple Valley) and the City of Eagan (Minnesota Zoo, Lebanon Hills Regional Park and Briar Oaks Development)
   - Wastewater is processed at the regional Empire and Seneca wastewater treatment plants owned and operated by Metropolitan Council Environmental Services

2. **Maintenance, Inspection and Cleaning Services**
   - Conduct inspections of approximately 10 miles of sewers per year using remote control televising inspection equipment to assess pipe condition, detect locations of pipe failure and blockage within the collection system
   - Perform manhole inspections and pipe system cleaning for approximately 65 miles of sanitary sewers per year using City jetting and vacuum equipment to maintain system conveyance capacity and minimize sewer backups
   - Repair damaged or deteriorated segments of the pipe system using cured in place pipe lining or pipe replacement work

3. **Lift Station Operation Services**
   - Maintain sanitary sewer lift stations, including inspection of station controls, testing of alarm systems and review of electrical components to ensure reliability
   - Remove and repair damaged pumps and other station components
   - Continuously monitor alarms and security status with SCADA System

MAJOR OBJECTIVES FOR 2016

In 2016, the budget and capital improvement program includes activities to continue rehabilitation of the wastewater collection system. Improvement projects will continue to involve the replacement of aging and deteriorated sewer systems, including the design of sanitary sewer Lift Station No. 5 for planned replacement in 2017.

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Actual 2012	Actual 2013	Actual 2014	Projected 2015	Projected 2016
Number of Gallons Conveyed (in billions of gallons)	1.22	1.16	1.20	1.25	1.27
Miles of Sewer Cleaned	70	72	65	65	65
Number of Sewer Backups within System per year	1	1	0	0	

		Regular Status Personnel Schedule –FTE's		
Position Title	Adopted 2013	Adopted 2014	Adopted 2015	Proposed 2016
Department Specialist	1	1	1	1
Utilities Foreman	1	1	1	1
Technical Specialist	1	1	1	2
Maintenance II / I	3	3	3	2
Maintenance I	0	0	0	0

		Temporary Status Personnel Schedule		
Position Title	Adopted 2013	Adopted 2014	Adopted 2015	Proposed 2016
Seasonal	2.5	2.5	2.5	2.5

Summary Budget
Department 66 -Sewer Operations

	2012 Actual	2013 Actual	2014 Actual	2014 Proposed	2015 Proposed	2016 Proposed	2017 Proposed
Revenue:							
Utility Charges	4,508,567	4,525,766	4,651,248	4,835,000	4,980,000	5,129,000	5,282,868
Investment Earnings	108,328	(85,669)	97,680	110,000	110,000	105,000	105,000
Shared Rev w/ Water	42,525	43,413	50,715	60,000	60,000	60,000	60,000
Other Revenue	43,692	79,808	-				
transfer from Storm W.	60,000	-	-				
	4,763,112	4,563,318	4,799,643	5,005,000	5,150,000	5,294,000	5,447,868
Expenditures:							
Salaries & Wages	429,996	438,091	477,609	460,064	472,165	487,497	494,050
Emp. Benefits	153,530	156,032	170,419	165,590	181,505	188,800	199,985
Supplies	79,340	54,020	52,700	86,430	94,805	87,344	80,785
Contractual Serv.	38,260	45,177	25,742	65,330	71,505	115,880	78,405
Utilities	21,596	32,809	30,552	46,200	44,200	44,500	44,600
Repairs & Maint.	148,824	222,460	39,899	103,905	108,960	109,620	103,895
Training/Travel/Dues	4,977	6,172	5,868	7,840	7,895	7,970	7,770
MCES Sewer Charges	2,307,948	2,469,698	2,590,200	2,500,000	2,568,700	2,633,000	2,700,000
Other Exp.	149,660	143,299	144,819	199,250	232,670	237,950	247,575
VISA / MC charges	-	-	-	10,000	10,000	15,000	17,500
Depreciation	499,937	531,353	539,072	536,000	536,000	536,000	577,000
Capital Outlay not Capitalize	3,857	4,302	30,240	-	-	-	-
Transfers/admin chg to GF	485,000	485,000	495,000	485,000	504,250	529,000	542,320
Transfers to other funds	500,000	74,450	857,579	-	-	-	-
Total Exp	4,822,925	4,662,863	5,459,699	4,665,609	4,832,655	4,992,561	5,093,885
Net Income	(59,813)	(99,545)	(660,056)	339,391	317,345	301,439	353,983
Change in Cash:							
Less: Capital outlay	(1,066,583)	(804,686)	(497,640)	(1,181,000)	(1,135,000)	(1,325,000)	(1,484,000)
Add: Depreciation	499,937	531,353	539,072	536,000	536,000	536,000	577,000
Net Change in Cash	(626,459)	(372,878)	(618,624)	(305,609)	(281,655)	(487,561)	(553,017)

2016 Capital Outlay:

Palomino Hills Utility Improvements	$1,210,000
List # 1 Grinder & Installation	60,000
CIPP 180ft 146 St Ct	20,000
Intercommunity Flow Metering – Eagan	35,000
	$1,325,000

2017 Capital Outlay:

Lift # 5 Replacement	$ 650,000
Sewer Televising Camera replacement	135,000
2017 Street & Utility Project	689,000
Intercommunity Flow Metering – Eagan	10,000
	$1,484,000

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
SEWER OPERATIONS

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6110 - SALARY-REGULAR EMPLOYEES	391,102	399,355	400,260	157,801	415,472	415,472	421,415	421,415
6112 - SALARY-SEASONAL TEMP	17,340	15,246	17,700	2,577	18,000	18,000	18,000	18,000
6113 - OVERTIME-REGULAR EMPLOYEES	43,800	60,580	43,800	11,002	43,800	43,800	44,150	44,150
6118 - VACATION PAY		19,791		0				
6121 - INSURANCE CASH BENEFIT		1,971		677				
6122 - COMP REQUEST		-19,335		-7,856				
6123 - SALARY-OTHER	7,822		9,975		10,225	10,225	10,485	10,485
6105 - SALARIES AND WAGES	**460,064**	**477,609**	**471,735**	**164,201**	**487,497**	**487,497**	**494,050**	**494,050**
6138 - MEDICARE	6,676	6,430	6,840	2,298	7,005	7,005	7,180	7,180
6139 - FICA	28,546	27,491	29,245	9,827	29,945	29,945	30,695	30,695
6141 - PENSIONS-PERA	32,098	31,997	34,050	12,071	34,870	34,870	35,780	35,780
6142 - WORKERS COMPENSATION	12,513	13,348	16,450	5,191	17,660	17,660	21,520	21,520
6144 - LONG-TERM DISABILITY INSURANCE	1,157	1,097	1,250	534	1,280	1,280	1,310	1,310
6145 - MEDICAL INSURANCE	84,600	81,794	93,600	39,214	98,040	98,040	103,500	103,500
6146 - DENTAL INSURANCE		7,471		3,634				
6147 - LIFE INSURANCE-BASIC		79		20				
6148 - LIFE INSURANCE-SUPP/DEPEND		712		323				
6125 - EMPLOYEE BENEFITS	**165,590**	**170,419**	**181,435**	**73,112**	**188,800**	**188,800**	**199,985**	**199,985**
6100 - TOTAL PERSONNEL SERVICES	**625,654**	**648,028**	**653,170**	**237,313**	**676,297**	**676,297**	**694,035**	**694,035**
6210 - OFFICE SUPPLIES	250	228	250	7	250	250	250	250
6211 - SMALL TOOLS & EQUIPMENT	11,650	7,269	11,655	3,140	22,600	22,600	14,845	14,845
6212 - MOTOR FUELS/OILS	21,700	22,319	22,440	6,691	22,074	22,074	22,925	22,925
6214 - CHEMICALS	100	0	100	0	100	100	100	100
6215 - EQUIPMENT-PARTS	32,630	12,354	39,650	9,295	38,750	28,750	39,500	29,500
6216 - VEHICLES-TIRES/BATTERIES	1,600	3,388	1,760	1,481	1,770	1,770	1,940	1,940
6229 - GENERAL SUPPLIES	18,500	7,142	20,200	1,556	16,800	11,800	16,225	11,225
6205 - SUPPLIES	**86,430**	**52,700**	**96,055**	**22,169**	**102,344**	**87,344**	**95,785**	**80,785**
6234 - CITY ENGINEER CONSULTANT SERV		0		0				
6235 - CONSULTANT SERVICES	23,300	9,023	33,125	12,981	85,150	85,150	47,375	47,375
6237 - TELEPHONE/PAGERS	1,130	276	1,130	126	1,130	1,130	1,130	1,130
6238 - POSTAGE/UPS/FEDEX	15,000	370	13,500	565	13,500	13,500	13,650	13,650
6239 - PRINTING	500	0	500	0	500	500	500	500
6240 - CLEANING SERVICE/GARBAGE	5,200	6,374	4,100	142	6,400	6,400	6,550	6,550
6249 - OTHER CONTRACTUAL SERVICES	20,200	9,700	19,150	534	19,200	9,200	19,200	9,200
6230 - CONTRACTUAL SERVICES	**65,330**	**25,742**	**71,505**	**14,348**	**125,880**	**115,880**	**88,405**	**78,405**
6255 - UTILITIES-ELECTRIC	45,900	29,169	43,900	8,185	43,900	43,900	44,000	44,000
6256 - UTILITIES-NATURAL GAS	300	1,383	300	471	600	600	600	600
6250 - UTILITIES	**46,200**	**30,552**	**44,200**	**8,656**	**44,500**	**44,500**	**44,600**	**44,600**
6265 - REPAIRS-EQUIPMENT	56,905	21,909	59,910	5,447	51,770	51,770	53,695	53,695
6269 - REPAIRS-OTHER	47,000	17,989	49,050	0	57,850	57,850	50,200	50,200
6260 - REPAIRS AND MAINTENA	**103,905**	**39,899**	**108,960**	**5,447**	**109,620**	**109,620**	**103,895**	**103,895**
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	3,275	2,058	3,275	600	3,300	3,300	3,050	3,050
6276 - SCHOOLS/CONFERENCES/EXP OTHER	0	0	0	0				
6277 - MILEAGE/AUTO ALLOWANCE	1,850	1,321	1,850	604	1,850	1,850	1,850	1,850
6278 - SUBSISTENCE ALLOWANCE	100	0	100	0	100	100	100	100
6280 - DUES & SUBSCRIPTIONS	265	168	270	269	270	270	270	270
6281 - UNIFORM/CLOTHING ALLOWANCE	2,350	2,321	2,400	1,211	2,450	2,450	2,500	2,500
6270 - TRNG/TRAVL/DUES/UNIF	**7,840**	**5,868**	**7,895**	**2,684**	**7,970**	**7,970**	**7,770**	**7,770**

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
SEWER OPERATIONS

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6200 - TOTAL OPERATING COSTS	**309,705**	**154,760**	**328,615**	**53,303**	**390,314**	**365,314**	**340,455**	**315,455**
6310 - RENTAL EXPENSE	250	0	250	0	250	250	250	250
6311 - INSURANCE-PROPERTY/LIABILITY	75,000	75,000	89,000	44,500	93,500	93,500	98,175	98,175
6317 - METRO WASTE CONTROL PAYMENT	2,500,000	2,590,200	2,568,700	1,465,509	2,633,000	2,633,000	2,700,000	2,700,000
6318 - BURNSVILLE/EAGAN SWR REIMBURSE	55,750	69,817	61,820	29,930	67,500	67,500	70,650	70,650
6330 - SALES/USE TAX		4		0				
6333 - GENERAL-CASH DISCOUNTS		-3		0				
6351 - VISA/BANK CHARGES	10,000		10,000		15,000	15,000	17,500	17,500
6399 - OTHER CHARGES	553,250	0	71,600	0	76,700	76,700	78,500	78,500
6301 - OTHER EXPENDITURES	**3,194,250**	**2,735,019**	**2,801,370**	**1,539,939**	**2,885,950**	**2,885,950**	**2,965,075**	**2,965,075**
6300 - TOTAL OTHER EXPENDITURES	**3,194,250**	**2,735,019**	**2,801,370**	**1,539,939**	**2,885,950**	**2,885,950**	**2,965,075**	**2,965,075**
6425 - VISA/BANK CHARGES	0		0					
6401 - EXPENDITURES	**0**		**0**					
6400 - TOTAL GOLF EXPENDITURES	**0**		**0**					
6610 - DEPRECIATION	536,000	539,072	536,000	0	536,000	536,000	577,000	577,000
6601 - TOTAL DEPRECIATION	**536,000**	**539,072**	**536,000**	**0**	**536,000**	**536,000**	**577,000**	**577,000**
6600 - TOTAL DEPRECIATION	**536,000**	**539,072**	**536,000**	**0**	**536,000**	**536,000**	**577,000**	**577,000**
6730 - CAPITAL OUTLAY-TRANSPORTATION	109,000	0	0	58,175				
6735 - CAPITAL OUTLAY-OTHER IMPROVEME	1,072,000	18,900	1,135,000	8,325	1,245,000	1,325,000	1,484,000	1,484,000
6701 - TOTAL CAPITAL OUTLAY	**1,181,000**	**18,900**	**1,135,000**	**66,500**	**1,245,000**	**1,325,000**	**1,484,000**	**1,484,000**
6700 - TOTAL CAPITAL OUTLAY	**1,181,000**	**18,900**	**1,135,000**	**66,500**	**1,245,000**	**1,325,000**	**1,484,000**	**1,484,000**
6810 - CONSTRUCTION IN PROGRESS		11,340		0				
6801 - TOTAL CONSTRUCTION COSTS		**11,340**		**0**				
6800 - TOTAL CONSTRUCTION COSTS		**11,340**		**0**				
7110 - TRANSFER TO OTHER FUNDS		1,167,579	310,000	155,000	375,000	325,500	350,000	335,250
7125 - ADMINI CHARGE TO OTHER FUNDS		185,000	194,250	80,938	185,000	203,500	210,000	207,070
7101 - TOTAL TRANSFERS		**1,352,579**	**504,250**	**235,937**	**560,000**	**529,000**	**560,000**	**542,320**
7100 - TOTAL TRANSFERS		**1,352,579**	**504,250**	**235,937**	**560,000**	**529,000**	**560,000**	**542,320**
	5,846,609	**5,459,699**	**5,958,405**	**2,132,993**	**6,293,561**	**6,317,561**	**6,620,565**	**6,577,885**

DEPT 66: SANITARY SEWER UTILITY OPERATIONS - 5365
Public Works Department

COMPANY 5300: WATER & SEWER FUND

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
	REVENUE							
4914	Sewer Charges	4,835,000	4,980,000	4,980,000	5,129,000	5,129,000	5,282,870	5,282,870
4917	Other Sewer	60,000	60,000	60,000	60,000	60,000	600,000	600,000
5010	Investment Earnings	110,000	110,000	110,000	110,000	110,000	110,000	110,000
5499	Trans from Storm Drainage Utility	-	-	-	-	-		
	Total	5,005,000	5,150,000	5,150,000	5,299,000	5,299,000	5,992,870	5,992,870
	SALARIES							
6110	Regular Employees	391,102	400,260	400,260	410,705	410,705	421,415	421,415
6111	Salary-Parttime							
6112	Salary-Seasonal Temp	17,340	17,700	17,700	18,000	18,000	18,000	18,000
6113	Overtime - Reg	30,000	30,000	30,000	30,000	30,000	30,000	30,000
6113	Overtime - On Call Program	13,800	13,800	13,800	13,800	13,800	14,150	14,150
6114	Overtime - Temp	-	-	-	-	-		
6123	Salaries - Other	7,822	9,975	9,975	10,225	10,225	10,485	10,485
6138	Medicare	6,676	6,840	6,840	7,005	7,005	7,180	7,180
6139	FICA	28,546	29,245	29,245	29,945	29,945	30,695	30,695
6141	Pension - PERA	32,098	34,050	34,050	34,870	34,870	35,780	35,780
6142	Worker's Compensation	12,513	16,450	16,450	17,660	17,660	21,520	21,520
6144	Long-Term Disability Insurance	1,157	1,250	1,250	1,280	1,280	1,310	1,310
6145	Hospital & Life Insurance	84,600	93,600	93,600	98,040	98,040	103,500	103,500
	Maintenance II to Tech Spec				1,554	1,554		
	Position Grade Reclass 3 to 4				3,213	3,213		
	Total	625,654	653,170	653,170	676,297	676,297	694,035	694,035
6210	**OFFICE SUPPLIES**							
	General Office Supplies	250	250	250	250	250	250	250
	Total	250	250	250	250	250	250	250
6211	**SMALL TOOL & EQUIPMENT**							
	Small Tools	3,000	3,050	3,050	3,090	3,090	3,170	3,170
	Ice Nozzel Replacement	-	350	350	-	-		
	Davit Arm for LS Pump Removal	-	-	-	5,000	5,000		
	Electric/Air Power Tools	300	305	305	310	310	325	325
	Oxygen Detector Replacement	2,400	2,400	2,400	900	900	950	950
	Sewer Cleaning Nozzle/skid	1,000	-	-	1,000	1,000	2,500	2,500
	MH Basket Screen Tool	800	-	-	-	-		
	Tripod Replacement - Confined Space Ent	1,500	-	-	-	-		
	Harness Replacement - Fall Protection	1,350	1,350	1,350	-	-		
	MH Venting Equipment/Blower	-	3,200	3,200	-	-		
	Arrowboard	-	-	-	-	-		
	Mechanical Root Saw	-	-	-	-	-	3,500	3,500
	Digital Counter - Gap Vax	-	-	-	-	-		
	Chain Hoist, Sling and Strap Eqiup Replace	-	1,000	1,000	-	-	1,000	1,000
	Cartegraph Licence Purchase	1,300	-	-	1,500	1,500	1,500	1,500
	Lift Station No. 1 Flush Valve Installation	-			1,800	1,800	1,900	1,900
	Push Camera Replacement				9,000	9,000		
	Total	11,650	11,655	11,655	22,600	22,600	14,845	14,845
6212	**MOTOR FUELS/OILS**							
	Nolead Fuel 2689 gal.	9,500	9,800	9,800	9,428	9,428	10,000	10,000
	Diesel Fuel 3245 gal.	10,500	10,800	10,800	10,283	10,283	10,500	10,500
	Diesel Fuel Tax	300	400	400	893	893	915	915
	Oil	1,400	1,440	1,440	1,470	1,470	1,510	1,510
	Total	21,700	22,440	22,440	22,074	22,074	22,925	22,925
6214	**CHEMICALS**							
	Lift Station Defoamer	100	100	100	100	100	100	100
	Total	100	100	100	100	100	100	100
6215	**EQUIPMENT - PARTS**							
	Pump Seals, Impellers, Valves, Filters,etc.	24,160	22,000	22,000	22,500	22,500	23,000	23,000
	High Pressure Hoses	4,600	4,100	4,100	4,200	4,200	4,300	4,300
	Vehicles/Sewer Trucks/Parts/Pump	7,140	7,200	7,200	7,200	7,200	7,300	7,300
	Sewer Camera Wheels & Accessories	1,840	1,850	1,850	1,850	1,850	1,900	1,900
	Bolts and Fittings Inventory	500	500	500	500	500	500	500
	Air Relief Valve Parts	2,550	2,500	2,500	2,500	2,500	2,500	2,500
	Versa Vac Hose Replacement	-	1,500	1,500	-	-		
	Portable Blower Duct Hose Replacement	-	-	-	-	-		
	Reduce to trend					(10,000)		(10,000)
	Total	40,790	39,650	39,650	38,750	28,750	39,500	29,500
6216	**EQUIPMENT - TIRES/BATTERIES**							
	Batteries - Vehicles	400	410	410	420	420	440	440
	Batteries - RTUs, UPSs, Controls	200	350	350	350	350	400	400
	Tires	1,000	1,000	1,000	1,000	1,000	1,100	1,100
	Total	1,600	1,760	1,760	1,770	1,770	1,940	1,940

DEPT 66: SANITARY SEWER UTILITY OPERATIONS - 5365
Public Works Department

COMPANY 5300: WATER & SEWER FUND

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
6229	**GENERAL SUPPLIES**							
	Flashers, Barricades	500	500	500	500	500	525	525
	Safety Equipment/First Aid	1,800	1,550	1,550	1,600	1,600	1,650	1,650
	Paint - Lift Stations	450	450	450	450	450	300	300
	Fill Material	1,000	1,000	1,000	1,000	1,000	1,000	1,000
	General Division Supplies	2,000	1,900	1,900	1,900	1,900	1,950	1,950
	Flex-seal/Sealguard	7,000	6,400	6,400	5,000	5,000	5,000	5,000
	Chimney Patch Repair	1,500	1,500	1,500	1,500	1,500	1,600	1,600
	CO2 Canisters - Sewer Camara	400	400	400	400	400	400	400
	Agrotech 2000 - LS4 Grease Control	650	550	550				
	Grates, Covers, Castings, Rings	3,200	3,000	3,000	3,200	3,200	3,300	3,300
	Cherne Ball, Rope & Air Assembly	-	1,700	1,700	-	-		
	Desk for SCADA Computer Upgrade	-	-	-	-	-		
	Install Step Rungs in Air Releaf MH	-	750	750	750	750		
	Internal Chimney Seals	500	500	500	500	500	500	500
	Reduce to trend					(5,000)		(5,000)
	Total	19,000	20,200	20,200	16,800	11,800	16,225	11,225
6235	**CONSULTANT SERVICES**							
	Lift 5 Design and Inspection				45,000	45,000	25,000	25,000
	Engineering Costs Not Assessed	5,000	1,500	1,500	2,500	2,500	3,000	3,000
	Audit	10,500	10,500	10,500	10,500	10,500	11,225	11,225
	GIS/Mapping/Cartegraph Development	7,200	2,500	2,500	2,500	2,500	2,500	2,500
	OSHA Required Tests	600	625	625	650	650	650	650
	San Sewer Comp Plan Update -Shift '15 to '16	-	18,000	18,000	24,000	24,000	5,000	5,000
	Cartegraph Sanitary Data Transfer & Setup	-	-	-	-	-		
	Total	23,300	33,125	33,125	85,150	85,150	47,375	47,375
6237	**TELEPHONES/PAGERS**							
	Cellular Phone	430	430	430	430	430	430	430
	Wireless Air Card	700	700	700	700	700	700	700
	Total	1,130	1,130	1,130	1,130	1,130	1,130	1,130
6238	**POSTAGE/UPS/FEDEX**							
	Postage	15,000	13,500	13,500	13,500	13,500	13,650	13,650
	Total	15,000	13,500	13,500	13,500	13,500	13,650	13,650
6239	**PRINTING/PUBLISHING**							
	Educational Materials	500	500	500	500	500	500	500
	Total	500	500	500	500	500	500	500
6240	**C. SERVICE/GARBAGE REMOVAL**							
	Dumpster Special Waste	5,200	4,100	4,100	6,400	6,400	6,550	6,550
	Total	5,200	4,100	4,100	6,400	6,400	6,550	6,550
6249	**OTHER CONTRACTUAL SERVICES**							
	Utilities - Contract Street Repair (to 6735)	-	-	-	-	-		
	Flow Monitor/Smoke Test - I/I Investigation	12,000	10,000	10,000	10,000	10,000	10,000	10,000
	Contract Tree Removal U136th Easement	-	-	-	-	-		
	Sewer Lateral Repairs	5,500	5,500	5,500	5,500	5,500	5,500	5,500
	Aerial Photography Dakota Co JPA	-	800	800	800	800	800	800
	Cartegraph Maintenance Fee	2,100	2,250	2,250	2,300	2,300	2,300	2,300
	Traffic Control	600	600	600	600	600	600	600
	Trend Reduction					(10,000)		(10,000)
	Total	20,200	19,150	19,150	19,200	9,200	19,200	9,200
6255	**UTILITIES - ELECTRIC**							
	Lift Stations-Sanitary	45,900	43,900	43,900	43,900	43,900	44,000	44,000
	Total	45,900	43,900	43,900	43,900	43,900	44,000	44,000
6256	**UTILITIES - NATURAL GAS**							
	Lift Station Generators	300	300	300	600	600	600	600
	Total	300	300	300	600	600	600	600
6265	**REPAIRS - EQUIPMENT**							
	Vehicle	8,450	8,500	8,500	8,600	8,600	8,800	8,800
	Lift Stations	10,500	10,700	10,700	10,900	10,900	11,120	11,120
	Calibration of Gas Detectors, Sensor Replacemer	1,000	1,020	1,020	1,040	1,040	1,050	1,050
	Electric Repairs/TEGG Inspection	10,000	10,500	10,500	10,500	10,500	11,000	11,000
	Pump Inspection	1,225	1,250	1,250	1,275	1,275	1,325	1,325
	General Misc.	3,100	3,160	3,160	3,225	3,225	3,400	3,400
	Sewer Televising Camera Repair	2,500	2,550	2,550	2,600	2,600	2,700	2,700
	Generator Maintenance	2,630	2,680	2,680	2,730	2,730	2,800	2,800
	Jetter Pump Replacement (sub below)	5,000	5,000	5,000	-	-		
	Root Saw Replacement/Repair	2,000	-	-	-	-		
	Pump Repair for San Lift Stations	10,500	10,700	10,700	10,900	10,900	11,500	11,500
	LS Flush Valve Repair Kit	-	350	350	-	-		
	Jetter Water Tank Replacement	-	3,500	3,500	-	-		
	Camera Reel Rehab	-	-	-	-	-		
	TEGG Inspection	-	-	-	-	-		
	WTP/CMF SCADA Integration	-	-	-	-	-		
	Camera Cable Replacement	-	-	-	-	-		
	Total	56,905	59,910	59,910	51,770	51,770	53,695	53,695

DEPT 66: SANITARY SEWER UTILITY OPERATIONS - 5365
Public Works Department

COMPANY 5300: WATER & SEWER FUND

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
6269	**REPAIRS - OTHER**							
	Repair Sewer Lines - (CIPP or spot repair)	-	7,500	7,500	7,650	7,650	7,700	7,700
	Manholes - Protection I/I	10,000	10,200	10,200	10,400	10,400	10,500	10,500
	Repair/Seal San Manhole Structures	16,000	16,350	16,350	16,700	16,700	17,000	17,000
	WIN911 - SCADA Alarm Replacement	7,800	-	-	-	-		
	LS 1 pump 2&3 Impeller Replacement	8,200	-	-	-	-		
	LS 7 Pump 2 Adaptor Bracket Replacement	2,500	-	-	-	-		
	LS 9 Air Relief - Corrosion Repairs	2,500	-	-	-	-		
	Radio & Control Upgrades (PLCs)	-	15,000	15,000	15,000	15,000	15,000	15,000
	Lift 10 Replace Impeller				1,000	1,000		
	Lift 1 & 4 Panel Roof				3,000	3,000		
	Lift 1 Panel Insulation				1,600	1,600		
	Lift 1 Replace A/C				2,500	2,500		
	Lift 9 Pump 1 Replace Starter	-	-	-	-	-		
	Total	47,000	49,050	49,050	57,850	57,850	50,200	50,200
6275	**SCHOOL/CONF/EXP - LOCAL**							
	School & Certifications	2,275	1,775	1,775	1,800	1,800	1,800	1,800
	MWOA Annual	500	500	500	500	500	500	500
	Task Specific / Electrical Training	500	1,000	1,000	1,000	1,000	750	750
	Total	3,275	3,275	3,275	3,300	3,300	3,050	3,050
6277	**MILEAGE/AUTO ALLOWANCE**							
	50% Supervisor	1,650	1,650	1,650	1,650	1,650	1,650	1,650
	Training	200	200	200	200	200	200	200
	Total	1,850	1,850	1,850	1,850	1,850	1,850	1,850
6278	**SUBSISTENCE ALLOWANCE**							
	MWOA Annual/MWRA	100	100	100	100	100	100	100
	Total	100	100	100	100	100	100	100
6280	**DUES & SUBSCRIPTIONS**							
	MWOA Dues	55	55	55	55	55	55	55
	Certification Renewal Fee	210	215	215	215	215	215	215
	Total	265	270	270	270	270	270	270
6281	**UNIFORM/CLOTHING ALLOWANCE**							
	Uniforms for 5 employees	2,350	2,400	2,400	2,450	2,450	2,500	2,500
	Total	2,350	2,400	2,400	2,450	2,450	2,500	2,500
6310	**RENTAL EXPENSE**							
	General Rental	250	250	250	250	250	250	250
	Total	250	250	250	250	250	250	250
6311	**INSURANCE**							
	General, Auto, Property Liability	75,000	89,000	89,000	93,500	93,500	98,175	98,175
	Total	75,000	89,000	89,000	93,500	93,500	98,175	98,175
6317	**METRO WASTE CONTROL**							
	Metropolitan Council-Environmental Services Waste Water Treatment Charges	2,500,000	2,568,700	2,568,700	2,633,000	2,633,000	2,700,000	2,700,000
	Total	2,500,000	2,568,700	2,568,700	2,633,000	2,633,000	2,700,000	2,700,000
6318	**BURNSVILLE/EAGAN SEWER CHRG**							
	Burnsville	14,450	16,500	16,500	21,000	21,000	22,000	22,000
	Eagan	41,300	45,320	45,320	46,500	46,500	48,650	48,650
	Total	55,750	61,820	61,820	67,500	67,500	70,650	70,650
6399	**OTHER CHARGES**							
	LOGIS	68,250	71,600	71,600	76,700	76,700	78,500	78,500
	General Fund Admin Fee	300,000	-	-	-	-		
	Franchise Fee	185,000	-	-	-	-		
	Total	553,250	71,600	71,600	76,700	76,700	78,500	78,500
6351	**CREDIT CARD FEES**							
	Annual Fee	10,000	10,000	10,000	15,000	15,000	17,500	17,500
	Total	10,000	10,000	10,000	15,000	15,000	17,500	17,500
6610	**DEPRECIATION**							
	Sanitary	536,000	536,000	536,000	536,000	536,000	577,000	577,000
	Total	536,000	536,000	536,000	536,000	536,000	577,000	577,000
6730	**CAPITAL OUTLAY - VEHICLES**							
	Replace 3/4 ton Pickup 411	34,000	-	-	-	-		
	1 Ton Pickup 417 Toolbox, Plow	75,000	-	-	-	-		
	3/4 ton Pickup 429 Toolbox, Plow, Tommy Lift	-	-	-	-	-		
	3/4 Ton Pickup 413 Toolbox, Plow	-	-	-	-	-		
	Replace 3/4 ton Pickup 407	-	-	-	-	-		
	Mower (% 50Fleet/25 Water/25 Sewer)	-	-	-	-	-		
	Easement Machine Replacement	-	-	-	-	-		
	Emergency Backup Pump	-	-	-	-	-		
		109,000	-	-	-	-	-	-

DEPT 66: SANITARY SEWER UTILITY OPERATIONS - 5365
Public Works Department

COMPANY 5300: WATER & SEWER FUND

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
6735	**CAPITAL OUTLAY - OTHER IMP**							
	Lift Station 5 Replacment						650,000	650,000
	Sewer Televising Camera Replacement						135,000	135,000
	2017 Street & Utility Recon (Pal Hills 4th, JCRR)						689,000	689,000
	Lift 1 Rag Grinder & Installation				60,000	60,000		
	CIPP End to End Line180' 146th St Ct				20,000	20,000		
	2014/2015 CIP Items							
	2014: 132nd Street Reconstruction	850,000	-	-	-	-		
	2014: Whitney Drive East	145,000	-	-	-	-		
	2014/2015: Lift Station No. 3 Replacement	35,000	575,000	575,000	-	-		
	Longridge 2nd Neighborhood Recon	-	520,000	520,000	-	-		
	Palomino Hills 3rd and 4th	-	-	-	1,210,000	1,210,000		
	SCADA Wastewater Computer Replace	-	15,000	15,000	-	-		
	Burnsville Echo Valley lift station improvements	-	-	-	-	-		
	Vac Dump Site Relocate	-	-	-	-	-		
	Endicott Way Install Manhole	-	-	-	-	-		
	Repair Pipe Sags	-	-	-	-	-		
	Davit Hoist for Lift Station No. 1	-	-	-	-	-		
	Greenleaf Sewer Repair w/ Street Project	-	-	-	-	-		
	Greenleaf Street and Utility Improvements	-	-	-	-	-		
6735	**CAPITAL OUTLAY - OTHER IMP cont.**							
	San Manhole Recon 2W1206 & 2W171	-	-	-	-	-		
	Replace Radio PLCs for Lift Stations	-	-	-	-	-		
	Rehab VCP Sanitary Sewers CIPP	-	-	-	-	-		
	Lift Sta 11 Switch Gear, Valves, Impeller	-	-	-	-	-		
	Lift Sta 9 Switch Gear	-	-	-	-	-		
	Inter-Community Flow Metering Eagan	42,000	25,000	25,000	35,000	35,000	10,000	10,000
	Total	2,207,000	2,270,000	2,355,000	1,325,000	1,325,000	1,484,000	1,484,000
7110	**TRANSFERS TO OTHER FUNDS**							
	Annual Transfer to General Fund	-	310,000	310,000	375,000	375,000	325,500	335,250
	Total	-	310,000	310,000	375,000	375,000	325,500	335,250
7125	**ADMIN CHARGE TO OTHER FUNDS**							
	Annual Admin Charge to General Fund	-	194,250	194,250	185,000	185,000	203,500	207,070
	Total	-	194,250	194,250	185,000	185,000	203,500	207,070
	Total Net of Personnel	6,364,615	6,440,235	6,525,235	5,697,264	5,672,264	5,895,530	5,883,850
	TOTAL EXPENSES	$ 6,990,269	$ 7,093,405	$ 7,178,405	$ 6,373,561	$ 6,348,561	$ 6,589,565	$ 6,577,885
	LESS CAPITAL OUTLAY	$ (2,316,000)	$ (2,464,250)	$ (2,549,250)	$ (1,510,000)	$ (1,510,000)	$ (1,687,500)	$ (1,691,070)
	Total Exp without Capital Outlay	$ 4,674,269	$ 4,629,155	$ 4,629,155	$ 4,863,561	$ 4,838,561	$ 4,902,065	$ 4,886,815

Notes:

COMPANY	DEPARTMENT	BUSINESS UNIT	ACTIVITY
5500	69	5505	**STORM DRAINAGE UTILITY Public Works**

DESCRIPTION OF ACTIVITY

The Storm Drainage Utility provides funding for the operation and maintenance of the City's storm water drainage system and management of surface water bodies. A majority of expenses for this business unit relate to improvement projects to fulfill State and Federal mandates for pollutant load reductions to lakes, maintenance of the municipal drainage system, drainage costs related to the annual street improvement program, and acquisition of drainage easements.

SERVICE CATEGORIES

The Storm Drainage Utility Division provides for the operation and maintenance of the municipal storm drainage system within the City of Apple Valley. The City's drainage system controls and conveys drainage from an estimated 8.1 billion gallons of precipitation each year. This utility service is provide by City Public Works Department staff using city-owned equipment and contract services for capital improvement projects. The following services are provided within this division.

1. **Drainage System Maintenance Services**
   - Provide repair and maintenance for 8,200 storm sewer manholes/catch basins and 169 miles of storm sewer pipe within the drainage network
   - Inspect and remove accumulated sediment from 230 storm water management ponds located throughout the drainage system within the City.
   - Inspect and maintain 12 storm water pumping stations and associated force main

2. **System Flood Control Services**
   - Monitor water levels in lakes and ponds in response to severe precipitation events
   - Perform drainage analysis to determine solutions to flooding events
   - Review building plans to ensure proper structure elevations above high water levels

3. **System Management and Regulatory Services**
   - Prepare mandatory MS4 permit documents and respond to evolving requirements associated with the Federal Clean Water Act
   - Perform water quality testing for surface water bodies
   - Provide funds for payment of annual dues for required membership to the Black Dog Watershed Management Organization
   - Coordinate storm water management activities with Vermillion River Watershed Management Organization

MAJOR OBJECTIVES FOR 2016

The primary challenge for the Storm Drainage Utility continues to involve the response to substantial increases in Federal and State mandates related to storm water management that continue to evolve at escalating rates. Similar to many other cities, the utility will be financially strained in future years to meet increased regulations and required capital investments for water management demands. Public Works staff will continue to update the City's Capital Improvement Plan and operational budget in response to increasing mandates.

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Actual 2012	Actual 2013	Actual 2014	Projected 2015	Projected 2016
Staff hours to address State MS4 Permit Requirements	2,920	3,200	3,000	3,200	3,300
Number of lake water quality samples	226	222	235	240	240
*Number of Mandated TMDL Studies Active w/in Apple Valley	4	4	4	5	5

*Long & Farquar TMDL
Alimagnet
Keller
East Lake (Lakeville)
Lower Miss Fecal Coliform

	Regular Status Personnel Schedule –FTE's			
Position Title	Adopted 2013	Adopted 2014	Proposed 2015	Proposed 2016
Water Quality Tech Exist Position Shifted from 1500	0	1	1	1
Public Works/GIS Tech Exist Position Shifted from 1500	0	1	1	1

Summary Budget
Department 69 Storm Drainage

	2012 Actual	2013 Actual	2014 Actual	2014 Proposed	2015 Proposed	2016 Proposed	2017 Proposed
Revenue:							
Utility Charges	1,517,090	1,500,729	1,561,406	1,495,000	1,539,000	1,580,000	1,627,400
Grants	40,000	80,707	-				
Other Revenue	5,180	4,407	6,884	5,000	5,000	5,000	5,000
Contributed Rev. (trunk fees)	243,935	145,737	216,043				
Investment Earnings	32,983	(45,633)	81,775	32,000	32,000	32,000	32,000
	1,839,188	1,685,947	1,866,108	1,532,000	1,576,000	1,617,000	1,664,400
Expenditures:							
Salaries & Wages	-	7,029	116,398	119,042	122,505	189,890	194,655
Emp. Benefits	-	1,067	54,239	41,125	45,105	47,050	47,550
Supplies	10,394	21,529	17,752	15,000	21,065	21,445	27,470
Contractual Serv.	75,634	86,966	71,759	113,180	152,190	246,260	249,590
Utilities	-	54,795	60,464	12,800	12,800	12,800	13,300
Repairs & Maint.	66,348	24,782	57,497	55,700	52,515	66,475	52,750
Training/Travel/Dues	490	973	1,125	1,025	1,135	1,740	1,515
Other Exp.	3,045	4,023	5,289	6,500	7,500	7,800	8,000
Depreciation	481,084	488,131	500,774	475,000	475,000	500,000	500,000
Debt Service-Interest	64,149	62,792	58,630	62,000	55,580	52,600	49,480
Capital Outlay not capitalized			10,816		-	-	-
Admin fee to Gen. Fund	300,000	300,000	300,000	250,000	315,500	332,500	339,660
Transfer to other funds	239,328	139,439	114,109	-	-	-	-
Transfer to Sewer Fund	60,000	-	-	-	-	-	-
Total Exp	1,300,472	1,191,526	1,368,852	1,151,372	1,260,895	1,478,560	1,483,970
Net Income	538,716	494,421	497,256	380,628	315,105	138,440	180,430

Net change in cash							
add: Depreciation	481,084	488,131	500,774	475,000	475,000	500,000	500,000
Debt Service - Principal	(225,000)	(230,000)	(240,000)	(240,000)	(150,000)	(155,000)	(160,000)
Capital Outlay	(286,198)	(669,575)	(919,478)	(1,108,000)	(570,500)	(654,500)	(969,000)
Debt Issued	-	-	-				
Net Change in Cash	508,602	82,977	(161,448)	(492,372)	69,605	(171,060)	(448,570)

Debt Service Schedule:

	GO Bonds of 2002 Refunded 1995		Bonds of 2005 Refunded 1999		Bonds of 2011a		Total	
Year	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest
2004	180,000	39,740	-	-	-	-	180,000	39,740
2005	160,000	36,230	-	-	-	-	160,000	36,230
2006	180,000	32,720	-	-	-	-	180,000	32,720
2007	200,000	27,860	90,000	2,313	-	-	290,000	30,173
2008	200,000	21,860	85,000	19,928	-	-	285,000	41,788
2009	215,000	15,360	85,000	17,505	-	-	300,000	32,865
2010	230,000	8,050	85,000	14,955	-	-	315,000	23,005
2011	-	-	85,000	12,320	135,000	33,391	220,000	45,711
2012	-	-	85,000	9,600	140,000	64,082	225,000	73,682
2013	-	-	90,000	6,710	140,000	61,282	230,000	67,992
2014	-	-	95,000	3,515	145,000	58,482	240,000	61,997
2015	-	-	-	-	150,000	55,582	150,000	55,582
2016	-	-	-	-	155,000	52,582	155,000	52,582
2017	-	-	-	-	160,000	49,482	160,000	49,482
2018	-	-	-	-	165,000	46,282	165,000	46,282
2019	-	-	-	-	165,000	42,652	165,000	42,652
2020	-	-	-	-	170,000	38,692	170,000	38,692
2021	-	-	-	-	175,000	34,272	175,000	34,272
2022	-	-	-	-	180,000	29,372	180,000	29,372
2023	-	-	-	-	185,000	24,062	185,000	24,062
2024	-	-	-	-	200,000	18,235	200,000	18,235
2025	-	-	-	-	210,000	11,535	210,000	11,535
2026	-	-	-	-	125,000	4,500	125,000	4,500

2016 Capital Outlay:

New Vehicle	$ 34,500
2016 Street & utility Improvement Project	$480,000
Easement Acquisition – Long & Farquar Lakes	$ 15,000
Sediment Removal from Stormwater Ponds	$ 45,000
CSAH 42/Foliage Abandon Old Structure	$ 20,000
Briar Oaks Storm Lift Easements & Erosion Repair	$ 20,000
Hidden Ponds Inlet & erosion Repair	$ 40,000
	$654,500

2017 Capital Outlay

2017 Street & utility Improvement	$214,000
Easement Acquisition	$ 50,000
Sediment Removal	$ 80,000
Briar Oaks Storm Lift Easements & Erosion Repair	$ 50,000
Farquar Storm Lift Rehab	$575,000
	$969,000

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
STORM DRAINAGE UTILITY

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6110 - SALARY-REGULAR EMPLOYEES	116,708	106,133	119,040	67,046	186,840	186,840	191,515	191,515
6112 - SALARY-SEASONAL TEMP				278				
6113 - OVERTIME-REGULAR EMPLOYEES		2,322		4,646				
6118 - VACATION PAY		8,380		0				
6121 - INSURANCE CASH BENEFIT		1,243		677				
6122 - COMP REQUEST		-1,681		-1,712				
6123 - SALARY-OTHER	2,334		2,975		3,050	3,050	3,140	3,140
6105 - SALARIES AND WAGES	**119,042**	**116,398**	**122,015**	**70,935**	**189,890**	**189,890**	**194,655**	**194,655**
6138 - MEDICARE	1,726	1,551	1,770	1,022	1,820	1,820	1,870	1,870
6139 - FICA	7,381	7,089	7,565	4,368	7,785	7,785	7,980	7,980
6141 - PENSIONS-PERA	8,631	7,754	9,150	5,249	9,420	9,420	9,655	9,655
6142 - WORKERS COMPENSATION	2,042	2,164	2,285	1,866	2,480	2,480	2,490	2,490
6144 - LONG-TERM DISABILITY INSURANCE	345	294	335	155	345	345	355	355
6145 - MEDICAL INSURANCE	21,000	33,436	24,000	8,651	25,200	25,200	25,200	25,200
6146 - DENTAL INSURANCE		868		582				
6147 - LIFE INSURANCE-BASIC		980		6				
6148 - LIFE INSURANCE-SUPP/DEPEND		104		148				
6125 - EMPLOYEE BENEFITS	**41,125**	**54,239**	**45,105**	**22,047**	**47,050**	**47,050**	**47,550**	**47,550**
6100 - TOTAL PERSONNEL SERVICES	**160,167**	**170,637**	**167,120**	**92,982**	**236,940**	**236,940**	**242,205**	**242,205**
6210 - OFFICE SUPPLIES				519				
6211 - SMALL TOOLS & EQUIPMENT	3,400	1,565	3,125	164	5,745	5,745	2,520	2,520
6214 - CHEMICALS	600	605	620	0	2,130	2,130	2,130	2,130
6215 - EQUIPMENT-PARTS	8,800	10,362	12,970	1,310	9,140	9,140	9,360	9,360
6229 - GENERAL SUPPLIES	2,200	5,220	4,350	428	4,430	4,430	13,460	13,460
6205 - SUPPLIES	**15,000**	**17,752**	**21,065**	**2,421**	**21,445**	**21,445**	**27,470**	**27,470**
6231 - LEGAL SERVICES		0		1,206				
6231 - LEGAL SERVICES		310		1,084				
6235 - CONSULTANT SERVICES	37,760	20,774	49,685	1,929	110,200	110,200	137,250	137,250
6235 - CONSULTANT SERVICES		4,318		5,273				
6239 - PRINTING	2,220	588	1,600	118	1,600	1,600	1,600	1,600
6239 - PRINTING		0		77				
6240 - CLEANING SERVICE/GARBAGE	4,500	0	5,000	0	5,100	5,100	6,000	6,000
6249 - OTHER CONTRACTUAL SERVICES	68,700	45,769	95,905	310	129,360	129,360	104,740	104,740
6230 - CONTRACTUAL SERVICES	**113,180**	**67,131**	**152,190**	**3,563**	**246,260**	**246,260**	**249,590**	**249,590**
6230 - CONTRACTUAL SERVICES		**4,628**		**6,435**				
6255 - UTILITIES-ELECTRIC	12,800	60,464	12,800	9,458	12,800	12,800	13,300	13,300
6250 - UTILITIES	**12,800**	**60,464**	**12,800**	**9,458**	**12,800**	**12,800**	**13,300**	**13,300**
6265 - REPAIRS-EQUIPMENT	30,700	10,305	22,015	14,948	22,475	22,475	23,350	23,350
6266 - REPAIRS-BUILDING		0		0				
6269 - REPAIRS-OTHER	25,000	47,192	30,500	7,103	29,000	44,000	29,400	29,400
6260 - REPAIRS AND MAINTENA	**55,700**	**57,497**	**52,515**	**22,051**	**51,475**	**66,475**	**52,750**	**52,750**
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	1,025	775	1,035	0	1,040	1,040	1,215	1,215
6276 - SCHOOLS/CONFERENCES/EXP OTHER		300		395				
6277 - MILEAGE/AUTO ALLOWANCE		0	100	0	100	100		
6280 - DUES & SUBSCRIPTIONS		50		0				
6281 - UNIFORM/CLOTHING ALLOWANCE					600	600	300	300
6270 - TRNG/TRAVL/DUES/UNIF	**1,025**	**1,125**	**1,135**	**395**	**1,740**	**1,740**	**1,515**	**1,515**

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
STORM DRAINAGE UTILITY

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6200 - TOTAL OPERATING COSTS	**197,705**	**203,969**	**239,705**	**37,888**	**333,720**	**348,720**	**344,625**	**344,625**
6200 - TOTAL OPERATING COSTS		**4,628**		**6,435**				
6310 - RENTAL EXPENSE		0		0				
6311 - INSURANCE-PROPERTY/LIABILITY	5,300	5,300	6,300	3,150	6,600	6,600	6,800	6,800
6312 - TAXES/SPECIAL ASSESSMENTS				826				
6333 - GENERAL-CASH DISCOUNTS		-11		-1				
6399 - OTHER CHARGES	1,200	0	1,200	0	1,200	1,200	1,200	1,200
6301 - OTHER EXPENDITURES	**6,500**	**5,289**	**7,500**	**3,149**	**7,800**	**7,800**	**8,000**	**8,000**
6301 - OTHER EXPENDITURES		**0**		**826**				
6300 - TOTAL OTHER EXPENDITURES	**6,500**	**5,289**	**7,500**	**3,149**	**7,800**	**7,800**	**8,000**	**8,000**
6300 - TOTAL OTHER EXPENDITURES		**0**		**826**				
6610 - DEPRECIATION	475,000	500,774	475,000	0	475,000	500,000	475,000	500,000
6601 - TOTAL DEPRECIATION	**475,000**	**500,774**	**475,000**	**0**	**475,000**	**500,000**	**475,000**	**500,000**
6600 - TOTAL DEPRECIATION	**475,000**	**500,774**	**475,000**	**0**	**475,000**	**500,000**	**475,000**	**500,000**
6710 - CAPITAL OUTLAY-LAND		0		100,609				
6725 - CAPITAL OUTLAY-OFFICE EQUIP			195,000					
6730 - CAPITAL OUTLAY-TRANSPORTATION	0	0	0	0	34,500	34,500		
6735 - CAPITAL OUTLAY-OTHER IMPROVEME	1,108,000	10,816	570,500	70	620,000	620,000	969,000	969,000
6740 - CAPITAL OUTLAY-MACH/EQ/OTHER		0		0				
6701 - TOTAL CAPITAL OUTLAY	**1,108,000**	**10,816**	**765,500**	**100,679**	**654,500**	**654,500**	**969,000**	**969,000**
6701 - TOTAL CAPITAL OUTLAY		**0**		**0**				
6700 - TOTAL CAPITAL OUTLAY	**1,108,000**	**10,816**	**765,500**	**100,679**	**654,500**	**654,500**	**969,000**	**969,000**
6700 - TOTAL CAPITAL OUTLAY		**0**		**0**				
6810 - CONSTRUCTION IN PROGRESS		0		153,021				
6801 - TOTAL CONSTRUCTION COSTS		**0**		**0**				
6801 - TOTAL CONSTRUCTION COSTS		**0**		**153,021**				
6800 - TOTAL CONSTRUCTION COSTS		**0**		**0**				
6800 - TOTAL CONSTRUCTION COSTS		**0**		**153,021**				
6910 - BOND PRINCIPAL	240,000	0	150,000	0	155,000	155,000	155,000	160,000
6901 - TOTAL DEBT SERVICE	**240,000**	**0**	**150,000**	**0**	**155,000**	**155,000**	**155,000**	**160,000**
6900 - TOTAL DEBT SERVICE	**240,000**	**0**	**150,000**	**0**	**155,000**	**155,000**	**155,000**	**160,000**
7015 - DEBT SERVICE-INTEREST	62,000	58,135	55,580	27,791	52,600	52,600	52,600	49,480
7020 - BOND PAYING AGENT FEES		495		0				
7001 - TOTAL INTEREST AND FISCAL FEES	**62,000**	**58,630**	**55,580**	**27,791**	**52,600**	**52,600**	**52,600**	**49,480**
7000 - TOTAL INTEREST AND FISCAL FEES	**62,000**	**58,630**	**55,580**	**27,791**	**52,600**	**52,600**	**52,600**	**49,480**
7110 - TRANSFER TO OTHER FUNDS	250,000	0	0	0				
7110 - TRANSFER TO OTHER FUNDS		114,109		0				
7125 - ADMINI CHARGE TO OTHER FUNDS		300,000	315,500	131,458	300,000	332,500	300,000	339,660
7101 - TOTAL TRANSFERS	**250,000**	**300,000**	**315,500**	**131,458**	**300,000**	**332,500**	**300,000**	**339,660**
7101 - TOTAL TRANSFERS		**114,109**		**0**				
7100 - TOTAL TRANSFERS	**250,000**	**300,000**	**315,500**	**131,458**	**300,000**	**332,500**	**300,000**	**339,660**
7100 - TOTAL TRANSFERS		**114,109**		**0**				
	2,499,372	**1,368,851**	**2,175,905**	**554,229**	**2,215,560**	**2,288,060**	**2,546,430**	**2,612,970**

CITY OF APPLE VALLEY
2016 BUDGET
ACCOUNT DETAIL

DEPT 69: STORM DRAINAGE UTILITY - 5505
Public Works Department

COMPANY 5500: STORM DRAIN UTILITY

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 FROM 15-16 BUDGET	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
	REVENUE								
4150	Grants - Other Govt Units	-	-	-	-	-	-		
4918	Storm Drainage Charges	1,495,000	1,539,000	1,539,000	1,580,000	1,580,000	1,580,000	1,627,400	1,627,400
5010	Investment Interest	32,000	32,000	32,000	32,000	32,000	32,000	32,000	32,000
5399	Other Misc Revenue	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
	Total	1,532,000	1,576,000	1,576,000	1,617,000	1,617,000	1,617,000	1,664,400	1,664,400
	SALARIES								
6110	Regular Employees	116,708	119,040	119,040	122,515	122,515	122,515	125,585	125,585
	Add employee					64,325	64,325	65,930	65,930
6113	Overtime - Reg	-	-	-					
6123	Salaries - Other	2,334	2,975	2,975	3,050	3,050	3,050	3,140	3,140
6138	Medicare	1,726	1,770	1,770	1,820	1,820	1,820	1,870	1,870
6139	FICA	7,381	7,565	7,565	7,785	7,785	7,785	7,980	7,980
6141	Pension - PERA	8,631	9,150	9,150	9,420	9,420	9,420	9,655	9,655
6142	Worker's Compensation	2,042	2,285	2,285	2,480	2,480	2,480	2,490	2,490
6144	Long-Term Disability Insurance	345	335	335	345	345	345	355	355
6145	Hospital & Life Insurance	21,000	24,000	24,000	25,200	25,200	25,200	25,200	25,200
	Total	160,167	167,120	167,120	172,615	236,940	236,940	242,205	242,205
6211	**SMALL TOOLS & EQUIPMENT**								
	Small tools for water quality & Rain Barrels	800	850	850	870	870	870	870	870
	Replace Ice Auger Unit	-	675	675	-	-	-		
	Water Sampling Equipment	-	-	-	1,250	1,250	1,250		
	Mud Mats					2,000	2,000		
	Replace Disolved Oxygen Meter	1,500	-	-	-	-	-		
	Cartegraph License Purchase	1,100	1,600	1,600	1,625	1,625	1,625	1,650	1,650
	Total	3,400	3,125	3,125	3,745	5,745	5,745	2,520	2,520
6214	**CHEMICALS**								
	Alum	-	-	-	-	1,500	1,500	1,500	1,500
	Barley Straw	600	620	620	630	630	630	630	630
	Total	600	620	620	630	2,130	2,130	2,130	2,130
6215	**EQUIPMENT - PARTS**								
	Pumps Seals, Impellers, Valves, etc.	8,000	8,150	8,150	8,300	8,300	8,300	8,500	8,500
	Air Relief Valve Parts	800	820	820	840	840	840	860	860
	Ford Pumping/Hose	-	4,000	4,000	-	-	-		
	Total	8,800	12,970	12,970	9,140	9,140	9,140	9,360	9,360
6229	**GENERAL SUPPLIES**								
	Catch Basin Castings, Mortor, Rings, Grates	1,800	4,000	4,000	4,080	4,080	4,080	4,100	4,100
	Water Quality General Supplies	400	350	350	350	350	350	350	350
	Total	2,200	4,350	4,350	4,430	4,430	4,430	13,460	13,460
6235	**CONSULTANT SERVICES**								
	Drainage Modeling /TMDL Assistance	8,200	10,500	10,500	10,500	10,500	10,500	12,000	12,000
	2014 includes Scout Lake & McNamara Pond								
	MN Stormwater Coalition	1,260	1,285	1,285	1,310	1,310	1,310	1,000	1,000
	MS4/Surface Water Mgmt Plan Update (2 yrs)	5,000	15,000	15,000	50,000	75,000	75,000	100,000	100,000
	Blackdog WMO Annual Dues	12,250	14,300	14,300	14,590	14,590	14,590	14,750	14,750
	Eng -Sediment Remove Long/Farq/P170	-	-	-	-	-	-		
	Water Quality Analysis & Testing	8,500	8,600	8,600	8,800	8,800	8,800	9,500	9,500
	Cartegraph Storm Data System	2,550	-	-	-	-	-		
	Total	37,760	49,685	49,685	85,200	110,200	110,200	137,250	137,250
6239	**PRINTING/PUBLISHING**								
	Educational Mtls for MS4/Blue Thumb	1,500	900	900	900	900	900	900	900
	Educational Mtls for TMDL Requirement	720	700	700	700	700	700	700	700
	Total	2,220	1,600	1,600	1,600	1,600	1,600	1,600	1,600
6240	**C. SERVICE/GARBAGE REMOVAL**								
	Sump Catch Basin Matl Disposal	4,500	5,000	5,000	5,100	5,100	5,100	6,000	6,000
	Total	4,500	5,000	5,000	5,100	5,100	5,100	6,000	6,000
6249	**OTHER CONTRACTUAL SERVICES**								
	Lake WQ / TMDL Projects								
	>Alimagnet Projects (Per JPA Burnsville)	9,500	9,500	9,500	9,500	9,500	9,500	9,500	9,500
	>Keller Lake Projects (Per JPA Burnsville)	8,500	8,500	8,500	8,500	8,500	8,500	8,500	8,500
	>LacLavon Projects (Per JPA Burnsville)	5,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500
	>Water Quality CAMP Program	2,600	2,600	2,600	2,600	2,600	2,600	2,600	2,600
	>Raingarden Workshop (w/SWCD)	700	700	700	700	700	700	700	700
	>Blue Thumb Annual Dues	500	510	510	520	520	520	520	520
	>Rain Garden/Shorline Grant Program	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
	>Wetland Health Eval. Program	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000
	>Iron Inhanced Sand Filter Maintenance					2,000	2,000	2,000	2,000
	Long/Farquar TMDL Implement								
	>Fish Stocking	-	2,000	2,000	1,000	1,000	1,000	1,000	1,000
	>Fish Removal	-	8,000	8,000	-	-	-	8,000	8,000
	>Farquar Weed Harvesting	15,000	15,000	15,000	15,000	15,000	15,000	16,000	16,000
	>Long Lake Drawdown	1,800	-	-	-	-	-		
	>Alum Treatment P12 and P170	11,650	16,000	16,000	16,000	3,000	3,000	3,000	3,000
	>Long Lake Weed Management					10,000	10,000	3,000	3,000
	Lac Lavon & Scout Lakes								
	>WQ Monitoring	-	1,500	1,500	1,500	1,500	1,500	1,500	1,500
	Storm System Operations								
	>Cobblestone - Inlet Purge	-	780	780	-	-	-	800	800
	>Trans Alarm Storm L.S. Monitoring	835	410	410	420	420	420		
	>Hanover Lift Station Replace Elec. Breaker	-	700	700	-	-	-		

CITY OF APPLE VALLEY
2016 BUDGET
ACCOUNT DETAIL

DEPT 69: STORM DRAINAGE UTILITY - 5505
Public Works Department

COMPANY 5500: STORM DRAIN UTILITY

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 FROM 15-16 BUDGET	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
	>Pennock Lift Station Replce PLC	-	1,250	1,250	-	-	-		
	>Sump CB Cleaning Contract Work	-	10,000	10,000	10,000	50,000	50,000	50,000	50,000
	80/20 Cost Split County/City					(40,000)	(40,000)	(40,000)	(40,000)
	>Alarm Phone Lines	865	880	880	900	Delete 900	Delete 900		
6249	**OTHER CONTRACTUAL SERVICES cont.**								
	>Pennock Shores LS Pump Rehab	-	-	-	-	-	-		
	>Cartegraph Maintenance Fee	2,050	2,075	2,075	2,120	2,120	2,120	2,120	2,120
	>Aerial Photos/Pictometry Dakota County JPA	-	800	800	800	800	800	800	800
	>Monitoring Equipment	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200
	Farquar Storm Lift Rehab Design & Inspect					40,000	40,000	20,000	20,000
	Cobblestone Storm Structure Pave					3,000	3,000		
	VFC Storm Lift to Lift SCADA					2,500	2,500		
	Hidden Ponds Storm Lift Insulate Panel					1,500	1,500		
	Total	68,700	95,905	95,905	84,260	129,360	129,360	104,740	104,740
6255	**UTILITIES - ELECTRIC**								
	Lift Stations-Storm	12,000	12,000	12,000	12,000	12,000	12,000	12,500	12,500
	Birger Pond - Elect. & Maint. w/Rsmt	800	800	800	800	800	800	800	800
	Total	12,800	12,800	12,800	12,800	12,800	12,800	13,300	13,300
6265	**REPAIRS - EQUIPMENT**								
	Lift Stations	12,000	12,240	12,240	12,500	12,500	12,500	13,000	13,000
	Electric Maintenance & Repair/TEGG	8,000	8,150	8,150	8,300	8,300	8,300	8,500	8,500
	Pump Inspection	1,100	1,125	1,125	1,150	1,150	1,150	1,250	1,250
	Lake Aeriation Equipment	400	500	500	525	525	525	600	600
	Cedar Knolls LS Valve Replacement	2,400	-	-	-	-	-		
	Cedar Knolls Pump 2 Bracket Replacement	2,300	-	-	-	-	-		
	Hannover LS Pump 1 & 2 Wear Ring Replace	3,000	-	-	-	-	-		
	Hidden Ponds Pump 1 Wear Ring Replace	1,500	-	-	-	-	-		
	Briar Oaks Pump Impeller Replace	-	-	-	-	-	-		
	Alimagnet Valve Replacement	-	-	-	-	-	-		
	Alimagnet Replace Wear Rings	-	-	-	-	-	-		
	Alimagnet Upgrade Pump Cooling	-	-	-	-	-	-		
	Start/Stop Delay Timer Programming	-	-	-	-	-	-		
	Belmont Storm Lift Replace Controls/Cabinet	-	-	-	-	-	-		
	Hidden Ponds Pump 2 Repair	-	-	-	-	-	-		
	Total	30,700	22,015	22,015	22,475	22,475	22,475	23,350	23,350
6269	**REPAIRS - OTHER**								
	Repair Storm Sewer Pipes and Structures	10,000	10,200	10,200	10,400	10,400	25,400	10,600	10,600
	Catch Basin Casting Repairs	15,000	15,300	15,300	15,600	15,600	15,600	15,800	15,800
	Farquar Pump & Bearings - Rehab	-	5,000	5,000	-	-	-		
	Sediment Removal from Exist. Storm Ponds	-	-	-	-	-	-		
	Moved to 6735								
	Sediment removal, restoration P-12, P170	-	-	-	-	-	-		
	NPDES/BMP Maintenance Projects					3,000	3,000	3,000	3,000
	Total	25,000	30,500	30,500	26,000	29,000	44,000	29,400	29,400
6275	**SCHOOL/CONF/EXP - LOCAL**								
	Wetland Training	250	255	255	255	255	255	255	255
	MECA Conference	200	200	200	200	200	200	300	300
	Water Resources Conf	250	255	255	260	260	260	260	260
	Erosion Control Training	325	325	325	325	325	325	400	400
	Total	1,025	1,035	1,035	1,040	1,040	1,040	1,215	1,215
6277	**MILEAGE / AUTO**								
	Mileage	-	100	100	100	100	100		
	Total	-	100	100	100	100	100	-	-
6281	**UNIFORM /CLOTHNG ALLOWANCE**								
	Uniforms					600	600	300	300
	Total	-	-	-	-	600	600	300	300
6310	**RENTAL EXPENSE**								
	Rentals	-	-	-	-	-	-		
	Total	-	-	-	-	-	-	-	-
6311	**INSURANCE**								
	Insurance	5,300	6,300	6,300	6,600	6,600	6,600	6,800	6,800
	Total	5,300	6,300	6,300	6,600	6,600	6,600	6,800	6,800
6399	**OTHER CHARGES**								
	Water Quality Permits (aquatic weed removal)	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200
	Total	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200
6610	**DEPRECIATION**								
	Depreciation	475,000	475,000	475,000	475,000	475,000	500,000	475,000	500,000
	Total	475,000	475,000	475,000	475,000	475,000	500,000	475,000	500,000
6725	**CAPITAL OUTLAY - OFFICE EQUIP**								
	None	-	-	-	-	-	-	-	-
	Total	-	-	-	-	-	-	-	-
6730	**CAPITAL OUTLAY - VEHICLES**								
	Replace Elgin Street Sweeper 306	-	195,000	195,000	-	-	-		
	Add vehicle for new staff					34,500	34,500		
	Replace Pick-up No. 601	-	-	-	-	-	-	-	-
	Total	-	195,000	195,000	-	34,500	34,500	-	-
6735	**CAPITAL OUTLAY - OTHER IMP**								
	Salt Brine Mixer Equipment								
	Annual Street Improvement Project	295,000	395,000	395,000	480,000	480,000	480,000	214,000	214,000
	2012 - JCRR and Overlay Areas								
	2013 - Greenleaf Neigh & Whitney Dr								

CITY OF APPLE VALLEY
2016 BUDGET
ACCOUNT DETAIL

DEPT 69: STORM DRAINAGE UTILITY - 5505
Public Works Department

COMPANY 5500: STORM DRAIN UTILITY

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 FROM 15-16 BUDGET	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
	2014 - 132nd Street, Galaxie to JCRR								
	2015 - Longridge 2nd Addition								
	2016 - Longridge 2nd Addition								
	Easement Acquisition	38,000	50,000	50,000	15,000	15,000	15,000	50,000	50,000
	Sediment Removal from Exist. Storm Ponds	26,000	30,000	30,000	45,000	45,000	45,000	80,000	80,000
6735	**CAPITAL OUTLAY - OTHER IMP cont.**								
	Scout Lake Aerator	-	7,000	7,000	-	-	-		
	Alimagnet LS Control Pannel Replace	-	18,500	18,500	-	-	-		
	Belmont Storm Life SCADA	14,000	-	-	-				
	CSAH 42/Foliage Abandon Old Storm Structure	-	20,000	-		20,000	20,000		
	Cobblestone Stormceptor Access Modifications	-	-	25,000	25,000	Moved to 2015	Moved to 2015		
	Holyoke Neighborhood Flood Mitigation	575,000	-	-	-	-	-		
	Shifted forward from 2012 to 2014 in progress		-	-					
	Quarry Ponds WQ Mod (Scope TBD)	50,000	-	-	-	-	-		
	Long Lake Bioretention Retrofits (P8 Filter)	110,000	50,000	160,000	-				
	Storm Sewer Improvements	-	-	-	-	-	-		
	Clean Material - Storage Pad	-	-	-	-	-	-		
	Briar Oaks Storm Lift Easements & Erosion Rpr					20,000	20,000	50,000	50,000
	Hidden Ponds Inlet & Erosion Repair					40,000	40,000		
	Farquar Storm Lift Rehab (move from 2016 to 2017)							575,000	575,000
	Total	1,108,000	570,500	685,500	565,000	620,000	620,000	969,000	969,000
6910	**BOND PRINCIPAL**								
	Principal	240,000	150,000	150,000	155,000	155,000	155,000	155,000	160,000
	Total	240,000	150,000	150,000	155,000	155,000	155,000	155,000	160,000
7015	**BOND INTEREST**								
	Interest	62,000	55,580	55,580	52,600	52,600	52,600	52,600	49,480
	Total	62,000	55,580	55,580	52,600	52,600	52,600	52,600	49,480
7110	**TRANSFER TO OTHER FUNDS**								
	Sewer Fund	-	-	-	-	-	-		
	Total	-	-	-	-	-	-	-	-
7125	**ADMIN FEE TO OTHER FUNDS**								
	General Fund	250,000	315,500	315,500	332,500	300,000	332,500	300,000	339,660
	Total	250,000	315,500	315,500	332,500	300,000	332,500	300,000	339,660
	TOTAL EXPENSES	$ 2,499,372	$ 2,175,905	$ 2,290,905	$ 2,017,035	$ 2,215,560	$ 2,288,060	$ 2,546,430	$ 2,612,970
	LESS CAPITAL OUTLAY	$ (1,108,000)	$ (765,500)	$ (880,500)	$ (565,000)	$ (654,500)	$ (654,500)	$ (969,000)	$ (969,000)
	Total Exp without Capital Outlay	$ 1,391,372	$ 1,410,405	$ 1,410,405	$ 1,452,035	$ 1,561,060	$ 1,633,560	$ 1,577,430	$ 1,643,970

Notes:

COMPANY	DEPARTMENT	BUSINESS UNIT	ACTIVITY
5800	62	5805	**STREET LIGHT UTILITY** Public Works

DESCRIPTION OF ACTIVITY

The Street Light Utility provides funding for the operation and maintenance of the street lights located throughout the City of Apple Valley. Approximately 3,450 street lights are located within the City.

Dakota Electric Association maintains approximately 3,200 lights under a fixed rate program and the City owns and maintains approximately 255 lights, primarily along the downtown ring route area, Cedar Avenue and Founders/153rd Street.

The street light system will continue to expand with future construction of the City's street system.

MAJOR OBJECTIVES FOR 2016

The major objective for 2016 within this business unit includes replacement of aging street lights along County Road 42 from Flagstaff Avenue to Garden View Drive.

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Actual 2012	Actual 2013	Actual 2014	Projected 2015	Projected 2016
Number of DEA Street Lights	3,210	3,220	3,225	3,230	3,235
Number of City Street Lights	182	184	255	255	255

	Regular Status Personnel Schedule –FTE's			
Position Title	Adopted 2013	Adopted 2014	Adopted 2015	Adopted 2016
None	0	0	0	0

Summary Budget Street Light Utility - 5800, Dept 62							
	2012 Actual	**2013 Actual**	**2014 Actual**	**2014 Adopted**	**2015 Adopted**	**2016 Proposed**	**2016 Proposed**
Revenue:							
Utility Charges	454,477	449,885	465,584	454,475	468,000	482,000	494,050
Grants	-	-	-	-	-	-	-
Other Revenue	-	-	-	-	-	-	-
Investment Earnings	658	(521)	1,345	450	375	375	375
	455,135	449,364	466,929	454,925	468,375	482,375	494,425
Expenditures:							
Supplies	386	1,759	15,000	8,000	8,000	8,000	8,180
Contractual Serv.	2,327	10,490	6,500	27,000	32,000	27,000	27,675
Utilities for Resale	443,440	428,451	433,600	452,280	435,000	448,000	459,200
Repairs & Maint.	-	1,505	-	-	-	-	-
Other Exp.	1,800	1,900	1,900	1,900	7,300	7,700	7,893
Capital outlay	-		7,200			-	-
Admin fee to Gen. Fund			-			-	-
Transfer to Sewer Fund			-			-	-
Total	447,953	444,105	464,200	489,180	482,300	490,700	502,948

2016 Capital Outlay:

County Road 42 Street Light Replacement: Project initiated in 2014, with 2016 final completion. Activity accounted for in the Electric Franchise Fee Fund.

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
STREET LIGHT UTILITY

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6110 - SALARY-REGULAR EMPLOYEES				30				
6113 - OVERTIME-REGULAR EMPLOYEES				1,216				
6105 - SALARIES AND WAGES				**1,247**				
6138 - MEDICARE				17				
6139 - FICA				73				
6141 - PENSIONS-PERA				94				
6125 - EMPLOYEE BENEFITS				**184**				
6100 - TOTAL PERSONNEL SERVICES				**1,431**				
6215 - EQUIPMENT-PARTS	8,000	0	8,000	0	8,000	8,000	8,180	8,180
6205 - SUPPLIES	**8,000**	**0**	**8,000**	**0**	**8,000**	**8,000**	**8,180**	**8,180**
6235 - CONSULTANT SERVICES	0	0	5,000	0				
6237 - TELEPHONE/PAGERS		593		299				
6249 - OTHER CONTRACTUAL SERVICES	27,000	12,434	27,000	5,982	27,000	27,000	27,675	27,675
6230 - CONTRACTUAL SERVICES	**27,000**	**13,027**	**32,000**	**6,281**	**27,000**	**27,000**	**27,675**	**27,675**
6255 - UTILITIES-ELECTRIC	48,480	558	0	281				
6250 - UTILITIES	**48,480**	**558**	**0**	**281**				
6269 - REPAIRS-OTHER		0		0				
6260 - REPAIRS AND MAINTENA		**0**		**0**				
6200 - TOTAL OPERATING COSTS	**83,480**	**13,585**	**40,000**	**6,562**	**35,000**	**35,000**	**35,855**	**35,855**
6311 - INSURANCE-PROPERTY/LIABILITY	1,900	1,900	7,300	3,650	7,700	7,700	7,893	7,893
6301 - OTHER EXPENDITURES	**1,900**	**1,900**	**7,300**	**3,650**	**7,700**	**7,700**	**7,893**	**7,893**
6300 - TOTAL OTHER EXPENDITURES	**1,900**	**1,900**	**7,300**	**3,650**	**7,700**	**7,700**	**7,893**	**7,893**
6545 - NON-TAXABLE MISC FOR RESALE	403,800	409,186	435,000	140,446	448,000	448,000	459,200	459,200
6501 - TAXABLE/NON-TAXABLE MISC RESAL	**403,800**	**409,186**	**435,000**	**140,446**	**448,000**	**448,000**	**459,200**	**459,200**
6500 - TOTAL LIQUOR EXPENDITURES	**403,800**	**409,186**	**435,000**	**140,446**	**448,000**	**448,000**	**459,200**	**459,200**
6735 - CAPITAL OUTLAY-OTHER IMPROVEME	0	0	0	0				
6701 - TOTAL CAPITAL OUTLAY	**0**	**0**	**0**	**0**				
6700 - TOTAL CAPITAL OUTLAY	**0**	**0**	**0**	**0**				
	489,180	**424,672**	**482,300**	**152,089**	**490,700**	**490,700**	**502,948**	**502,948**

CITY OF APPLE VALLEY
2016 BUDGET
ACCOUNT DETAIL

DEPT 62: STREET LIGHT UTILITY - 5805
(5801 Revenue, 5805 Expenses)
Public Works Department

COMPANY 5800: STREET LIGHT UTILITY

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 FROM 15-16 BUDGET	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
4919	**REVENUE**								
	Street Light Utility Charges	$ (454,475)	$ (468,000)	$ (468,000)	(482,000)	(472,000)	(482,000)	(494,050)	(494,050)
			-	-					
	Total	$ (454,475)	$ (468,000)	$ (468,000)	$ (482,000)	$ (472,000)	$ (482,000)	$ (494,050)	$ (494,050)
6215	**EQUIPMENT - PARTS**								
	Light Bollards Founders Ln-Damaged Equip	3,500	3,500	3,500	3,500	3,500	3,500	3,580	3,580
	City Owned Street Lights - Damaged Equip	4,500	4,500	4,500	4,500	4,500	4,500	4,600	4,600
	Total	$ 8,000	$ 8,000	$ 8,000	$ 8,000	$ 8,000	$ 8,000	$ 8,180	$ 8,180
6235	**CONSULTANT SERVICES**								
	LED Street Light Pilot Study - Flagstaff Ave								
	Design for CR 42 Street Light Replacement Proj	Elec Fran Fee	5,000	5,000	-	-	-		
	Total	$ -	$ 5,000	$ 5,000	-	-	-	-	-
6249	**OTHER CONTRACTUAL SERVICES**								
	Gopher State One Call Locates City-owned	2,500	2,500	2,500	2,500	2,500	2,500	2,563	2,563
	Electric Locating Service	$ 8,000	$ 8,000	$ 8,000	$ 8,000	$ 8,000	$ 8,000	8,200	8,200
	Electrician - Repair Damaged City-owned Lights	5,000	5,000	5,000	5,000	5,000	5,000	5,125	5,125
	Cedar Ave Street Light Maint Contract	11,500	11,500	11,500	11,500	11,500	11,500	11,788	11,788
	Total	$ 27,000	$ 27,000	$ 27,000	$ 27,000	$ 27,000	$ 27,000	27,675	27,675
6255	**UTILITIES - ELECTRIC**								
	Dakota Electric and Xcel Energy - O&M Lights	-	-	-	-	-	-		
	Operation and Maint of Street Lights								
	Electric for Traffic Signals - City + County	4,040	-	-	-	-	-		
	Total	48,480	-	-	-	-	-	-	-
6311	**INSURANCE**								
	Street Lights (from 5305)	1,900	7,300	7,300	7,700	7,700	7,700	7,893	7,893
	Total	$ 1,900	$ 7,300	$ 7,300	$ 7,700	$ 7,700	$ 7,700	$ 7,893	$ 7,893
6545	**NON-TAXABLE MISC FOR RESALE**								
	Street Light Electric Charges	403,800	435,000	435,000	448,000	448,000	448,000	459,200	459,200
	Total	$ 403,800	$ 435,000	$ 435,000	$ 448,000	$ 448,000	$ 448,000	$ 459,200	$ 459,200
6735	**CAPITAL OUTLAY - OTHER IMP**								
	Street Lights Flagstaff South of CR42	-	-	-					
	County Road 42 Street Light Replacement Proj	Elec Fran Fee	-	-					
	Total	$ -	$ -	$ -	-	-	-	-	-
	TOTAL EXPENSES	$ 489,180	$ 482,300	$ 482,300	$ 490,700	$ 490,700	$ 490,700	$ 502,948	$ 502,948
	REVENUE	$ (454,475)	$ (468,000)	$ (468,000)	$ (482,000)	$ (472,000)	$ (482,000)	$ (494,050)	$ (494,050)

COMPANY	DEPARTMENT	BUSINESS UNIT	ACTIVITY
5600	60	5605	**CEMETERY** Public Works

DESCRIPTION OF ACTIVITY

The Cemetery Fund provides for the operation and maintenance of Lebanon Cemetery located at the intersection of Pilot Knob Road and 150th Street (County Road 42). The City of Apple Valley acquired the 10 acre cemetery in 1998 to ensure the continued operation and general upkeep of the property. Lebanon Cemetery has space for an additional 8,000 burials based on existing vacant land and plans for minor expansion of two acres along Embry Path to provide a main entrance removed from the County Road system.

SERVICE CATEGORIES

Management and operations of the Lebanon Cemetery is provided by Public Works Department staff using city-owned equipment and contractual services from private companies. The following services are provided within this division.

1. **Cemetery Management and Lot Sales**
   - Provide sales of cemetery lots and cremation niches
   - Assist customers with interment service arrangements
   - Manage interment records in accordance with State requirements and industry standards

2. **Interment Services**
   - Provide interments within columbarium structures and cremation boulders
   - Excavate traditional graves through contract with a private excavation contractor
   - Excavate cremation graves by City staff using city-owned equipment
   - Restore lawn turf for interment sites

3. **Maintenance of Grounds**
   - Provide turf mowing and trimming through contract with a commercial lawn maintenance company
   - Repair and maintain lawn sod, trees and landscaping throughout the cemetery grounds
   - Repair and maintain internal driveways, parking lots, boundary fence, entrance monuments, street lights, irrigation, and plow snow during the winter season

MAJOR OBJECTIVES FOR 2016

In 2013, the City acquired an additional three acres of land to the east of the existing cemetery property, extending out to the future centerline alignment for Embry Way. This acquisition established the final boundary for the cemetery site. As early as 2016 staff anticipates that Embry Way will be extended north up to the future intersection with County Road 42. This improvement project will provide access to the easterly boundary of the cemetery property and provide traffic access to 155th Street, the location of a proposed future traffic signal at Pilot Knob Road. A portion of the cost to extend the road will be levied on the cemetery property. In future years, the City anticipates grading the easterly and southerly portions of the cemetery to establish final development grades for the site. The addition of another columbarium is planned for 2016.

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Actual 2012	Actual 2013	Actual 2014	Projected 2015	Projected 2016
Lot / Niche Sales – Resident	47	41	37	44	40
Lot / Niche Sales – Non Resident	23	18	20	15	20
Lot / Niche Sales Total	70	59	57	58	60
Number of Burials	43	45	34	43	40

	Regular Status Personnel Schedule –FTE's			
Position Title	Adopted 2013	Adopted 2014	Proposed 2015	Proposed 2016
None – See Public Works	0	0	0	0

Summary Budget
Department 60 Cemetery

	2012 Actual	2013 Actual	2014 Actual	2014 Adopted	2015 Adopted	2016 Proposed	2017 Proposed
Revenue:							
Sales	127,735	123,197	103,863	88,000	123,925	125,850	128,997
Other Revenues	980		265	2,000	2,000	2,000	2,050
Investment Earnings	12,883	(12,880)	19,433	9,000	9,000	9,000	9,225
	141,598	110,317	123,561	99,000	134,925	136,850	140,272
Expenditures:							
Salaries & Wages	1,770	2,243	2,487	6,120	6,120	6,250	6,406
Emp. Benefits	321	406	458	955	955	978	1,003
Supplies	7,513	1,671	9,119	11,125	5,080	6,740	10,859
Contractual Serv.	29,652	15,441	11,805	30,925	27,835	28,650	29,366
Utilities	856	1,909	1,596	1,610	2,100	2,150	2,204
Repairs & Maint.	3,502	-		1,100	1,185	1,220	1,251
Training/Travel/Dues	418	1,009	964	1,270	1,260	1,285	1,318
Other Exp.	-	9,726	6,153	8,535	7,950	7,950	8,149
Depreciation	19,136	19,064	19,064	19,065	19,000	19,000	19,475
Capital outlay	-			-	85,000	130,000	100,000
Total	63,168	51,469	51,646	80,705	156,485	204,223	180,031

2016 Capital Outlay:

Assessment for the northerly extension of Embry Way to CSAH 42	$ 85,000
Columbarium	$ 45,000
	$130,000

2017 Capital Outlay:

Grading of acquired property	$100,000

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
CEMETERY

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6110 - SALARY-REGULAR EMPLOYEES		55		0				
6113 - OVERTIME-REGULAR EMPLOYEES	6,120	2,432	6,120	1,610	6,250	6,250	6,406	6,406
6123 - SALARY-OTHER	0		0					
6105 - SALARIES AND WAGES	**6,120**	**2,487**	**6,120**	**1,610**	**6,250**	**6,250**	**6,406**	**6,406**
6138 - MEDICARE	90	35	90	23	92	92	94	94
6139 - FICA	380	148	380	99	390	390	400	400
6141 - PENSIONS-PERA	450	180	450	121	460	460	472	472
6142 - WORKERS COMPENSATION	35	96	35	71	36	36	37	37
6125 - EMPLOYEE BENEFITS	**955**	**458**	**955**	**314**	**978**	**978**	**1,003**	**1,003**
6100 - TOTAL PERSONNEL SERVICES	**7,075**	**2,945**	**7,075**	**1,924**	**7,228**	**7,228**	**7,409**	**7,409**
6210 - OFFICE SUPPLIES		68		47				
6211 - SMALL TOOLS & EQUIPMENT	6,825	6,835	710	137	2,320	2,320	6,328	6,328
6229 - GENERAL SUPPLIES	4,300	2,216	4,370	906	4,420	4,420	4,531	4,531
6205 - SUPPLIES	**11,125**	**9,119**	**5,080**	**1,090**	**6,740**	**6,740**	**10,859**	**10,859**
6205 - SUPPLIES		**0**		**0**				
6231 - LEGAL SERVICES	250	0	250	0	250	250	256	256
6235 - CONSULTANT SERVICES	700	0	800	0	850	850	871	871
6235 - CONSULTANT SERVICES		0		0				
6239 - PRINTING	200	0	200	40	200	200	205	205
6240 - CLEANING SERVICE/GARBAGE		0		0				
6249 - OTHER CONTRACTUAL SERVICES	29,775	11,805	26,585	1,380	27,350	27,350	28,034	28,034
6230 - CONTRACTUAL SERVICES	**30,925**	**11,805**	**27,835**	**1,420**	**28,650**	**28,650**	**29,366**	**29,366**
6230 - CONTRACTUAL SERVICES		**0**		**0**				
6255 - UTILITIES-ELECTRIC	1,000	797	1,000	280	1,025	1,025	1,051	1,051
6257 - UTILITIES-PROPANE/WATER/SEWER	610	799	1,100	98	1,125	1,125	1,153	1,153
6250 - UTILITIES	**1,610**	**1,596**	**2,100**	**378**	**2,150**	**2,150**	**2,204**	**2,204**
6265 - REPAIRS-EQUIPMENT	1,100	0	1,185	0	1,220	1,220	1,251	1,251
6269 - REPAIRS-OTHER		0		0				
6260 - REPAIRS AND MAINTENA	**1,100**	**0**	**1,185**	**0**	**1,220**	**1,220**	**1,251**	**1,251**
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	0	0	0	0				
6276 - SCHOOLS/CONFERENCES/EXP OTHER	865	819	880	0	900	900	923	923
6277 - MILEAGE/AUTO ALLOWANCE	275	5	245	0	245	245	251	251
6280 - DUES & SUBSCRIPTIONS	130	141	135	20	140	140	144	144
6270 - TRNG/TRAVL/DUES/UNIF	**1,270**	**964**	**1,260**	**20**	**1,285**	**1,285**	**1,318**	**1,318**
6200 - TOTAL OPERATING COSTS	**46,030**	**23,484**	**37,460**	**2,908**	**40,045**	**40,045**	**44,998**	**44,998**
6200 - TOTAL OPERATING COSTS		**0**		**0**				
6312 - TAXES/SPECIAL ASSESSMENTS		1,732		835				
6324 - CREMATION VAULTS	1,000	910	1,000	0	1,000	1,000	1,025	1,025
6325 - COLUMBARIUM	3,935	3,511	4,350	740	4,350	4,350	4,459	4,459
6326 - CREMATION BOULDER	3,600	0	2,600	0	2,600	2,600	2,665	2,665
6333 - GENERAL-CASH DISCOUNTS		-1		-25				
6301 - OTHER EXPENDITURES	**8,535**	**6,153**	**7,950**	**1,551**	**7,950**	**7,950**	**8,149**	**8,149**
6301 - OTHER EXPENDITURES		**0**		**0**				
6300 - TOTAL OTHER EXPENDITURES	**8,535**	**6,153**	**7,950**	**1,551**	**7,950**	**7,950**	**8,149**	**8,149**
6300 - TOTAL OTHER EXPENDITURES		**0**		**0**				
6610 - DEPRECIATION	19,065	19,064	19,000	9,454	19,000	19,000	19,475	19,475

City of Apple Valley
Department Expense Summary
Budget Years (2016-2017)
CEMETERY

Object Account	2014 Council Adopted Original Budget	2014 Actual	2015 Council Adopted Original Budget	06/30/15 YTD Actual	2016 Dept Proposed	2016 Admin Recommend	2017 Dept Proposed	2017 Admin Recommend
6601 - TOTAL DEPRECIATION	**19,065**	**19,064**	**19,000**	**9,454**	**19,000**	**19,000**	**19,475**	**19,475**
6600 - TOTAL DEPRECIATION	**19,065**	**19,064**	**19,000**	**9,454**	**19,000**	**19,000**	**19,475**	**19,475**
6740 - CAPITAL OUTLAY-MACH/EQ/OTHER	0	0	85,000	0	130,000	130,000	100,000	100,000
6701 - TOTAL CAPITAL OUTLAY	**0**	**0**	**85,000**	**0**	**130,000**	**130,000**	**100,000**	**100,000**
6700 - TOTAL CAPITAL OUTLAY	**0**	**0**	**85,000**	**0**	**130,000**	**130,000**	**100,000**	**100,000**
6801 - TOTAL CONSTRUCTION COSTS		**0**		**0**				
6800 - TOTAL CONSTRUCTION COSTS		**0**		**0**				
7101 - TOTAL TRANSFERS		**0**		**0**				
7100 - TOTAL TRANSFERS		**0**		**0**				
	80,705	**51,647**	**156,485**	**15,837**	**204,223**	**204,223**	**180,031**	**180,031**

CITY OF APPLE VALLEY
2016 BUDGET
ACCOUNT DETAIL

DEPT 60: CEMETERY - 5605
Public Works Department

COMPANY 5600: CEMETERY FUND

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 FROM 15-16 BUDGET	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
	REVENUE								
4610	Lot Sales	88,000	89,700	89,700	91,000	91,000	91,000	93,275	93,275
4612	Grave/urn Digging	-	28,500	28,500	29,000	29,000	29,000	29,725	29,725
4613	Monument/Marker Locating	-	2,450	2,450	2,500	2,500	2,500	2,563	2,563
4614	Cremation Vaults	-	1,225	1,225	1,250	1,250	1,250	1,281	1,281
4615	Holiday/Weekend Fee	-	2,050	2,050	2,100	2,100	2,100	2,153	2,153
5010	Investment Interest	9,000	9,000	9,000	9,000	9,000	9,000	9,225	9,225
5399	Other Misc Revenue	2,000	2,000	2,000	2,000	2,000	2,000	2,050	2,050
	Total	99,000	134,925	134,925	136,850	136,850	136,850	140,272	140,272
	SALARIES								
6110	Regular Employees							-	-
6113	Overtime - Regular	6,120	6,120	6,120	6,250	6,250	6,250	6,406	6,406
6114	Overtime - Temp	-	-	-	-	-	-	-	-
6123	Salaries - Other	-	-	-	-	-	-	-	-
6138	Medicare	90	90	90	92	92	92	94	94
6139	FICA	380	380	380	390	390	390	400	400
6141	Pension - PERA	450	450	450	460	460	460	472	472
6142	Worker's Compensation	35	35	35	36	36	36	37	37
6144	Long-term Disability Insurance	-	-	-	-	-	-	-	-
6145	Hospital & Life Insurance	-	-	-	-	-	-	-	-
	Total	7,075	7,075	7,075	7,228	7,228	7,228	7,409	7,409
6211	**SMALL TOOL & EQUIPMENT**								
	Hand Tools	300	310	310	320	320	320	328	328
	Metal Detector - Monument Locator	-	400	400	-	-	-	-	-
	Blower Vac		-	-	-	-	-	-	-
	Hedge Trimmer		-	-	-	-	-	-	-
	Wheelbarrow		-	-	-	-	-	-	-
	Ground Thawing Equip - Replacement	5,900	-	-	5,900			6,000	6,000
	Cartegraph/GIS License	625	-	-	-	-	-		
	Mud Mats					2,000	2,000		
	Total	6,825	710	710	6,220	2,320	2,320	6,328	6,328
6229	**GENERAL SUPPLIES**								
	Tree/Shrub/Annual Flower Replacement	1,800	1,830	1,830	1,860	1,860	1,860	1,907	1,907
	Pulverized Dirt	500	460	460	470	470	470	482	482
	Seed	500	510	510	520	520	520	533	533
	Flags, Carpet, Wood, etc.	1,000	1,020	1,020	1,020	1,020	1,020	1,046	1,046
	Hydroseed Supplies	500	550	550	550	550	550	564	564
	Bench for central area	-	-	-	-	-	-	-	-
	Total	4,300	4,370	4,370	4,420	4,420	4,420	4,531	4,531
6231	**LEGAL SERVICES**								
	Legal Services Fees	250	250	250	250	250	250	256	256
	Total	250	250	250	250	250	250	256	256
6235	**CONSULTANT SERVICES**							871	871
	General Engineering & Surveying	700	800	800	850	850	850		
	Total	700	800	800	850	850	850	871	871
6239	**PRINTING/PUBLISHING**								
	News Ads, Brochures, Deeds, etc.	200	200	200	200	200	200	205	205
	Total	200	200	200	200	200	200	205	205
6249	**OTHER CONTRACTUAL SERVICES**								
	Grave Excavation	12,250	12,500	12,500	12,750	12,750	12,750	13,069	13,069
	Tree Removal, Clearing of Acquired Prop	4,500	-	-	-	-	-		
	Rehab Planting Areas	650	-	-	-	-	-		
	Cartegraph Maintenance Fee	575	585	585	600	600	600	615	615
	Lawn Service	11,800	13,500	13,500	14,000	14,000	14,000	14,350	14,350
	Total	29,775	26,585	26,585	27,350	27,350	27,350	28,034	28,034
6255	**UTILITIES - ELECTRIC**								
	Lighting	895	895	895	915	915	915	938	938
	Irrigation	105	105	105	110	110	110	113	113
	Total	1,000	1,000	1,000	1,025	1,025	1,025	1,051	1,051
6257	**UTILITIES - OTHER**								
	LP for Thawing Ground	125	200	200	205	205	205	210	210
	Water for Irrigation	485	900	900	920	920	920	943	943
	Total	610	1,100	1,100	1,125	1,125	1,125	1,153	1,153
6265	**REPAIRS - EQUIPMENT**								
	Fencing, Misc.	350	360	360	370	370	370	379	379
	Parking Lot Lights	750	825	825	850	850	850	871	871
	Total	1,100	1,185	1,185	1,220	1,220	1,220	1,251	1,251
6275	**SCHOOL/CONF/EXP - LOCAL**								
	General Training	-	-	-					
	Total	-	-	-	-	-	-	-	-
6276	**SCHOOL/CONF/EXP - OTHER**								
	MAC Conference	865	880	880	900	900	900	923	923
	Total	865	880	880	900	900	900	923	923

CITY OF APPLE VALLEY
2016 BUDGET
ACCOUNT DETAIL

DEPT 60: CEMETERY - 5605
Public Works Department

COMPANY 5600: CEMETERY FUND

JDE ACC'T	DESCRIPTION	2014 COUNCIL ADOPTED	2015 COUNCIL ADOPTED	2015 YEAR END PROJECTED	2016 FROM 15-16 BUDGET	2016 DEPT PROP	2016 ADMIN RECOMMEND	2017 DEPT PROP	2017 ADMIN RECOMMEND
6277	**MILEAGE/AUTO ALLOWANCE**								
	MAC Conference	230	200	200	200	200	200	205	205
	Other	45	45	45	45	45	45	46	46
	Total	275	245	245	245	245	245	251	251
6280	**DUES & SUBSCRIPTIONS**								
	MN Association of Cemeteries	130	135	135	140	140	140	144	144
	Total	130	135	135	140	140	140	144	144
6324	**CREMATION VAULTS**								
	Purchase vaults	1,000	1,000	1,000	1,000	1,000	1,000	1,025	1,025
	Total	1,000	1,000	1,000	1,000	1,000	1,000	1,025	1,025
6325	**COLUMBARIUM**								
	Niche Plaques	2,660	3,000	3,000	3,000	3,000	3,000	3,075	3,075
	Vases	1,275	1,350	1,350	1,350	1,350	1,350	1,384	1,384
	Total	3,935	4,350	4,350	4,350	4,350	4,350	4,459	4,459
6326	**CREMATION BOULDERS**								
	Individual	-	-	-	-	-	-		
	Companion	-	-	-	-	-	-		
	Scrolls	2,500	1,500	1,500	1,500	1,500	1,500	1,538	1,538
	Emblems	600	600	600	600	600	600	615	615
	Portraits	500	500	500	500	500	500	513	513
	Total	3,600	2,600	2,600	2,600	2,600	2,600	2,665	2,665
6610	**DEPRECIATION**								
		19,065	19,000	19,000	19,000	19,000	19,000	19,475	19,475
	Total	19,065	19,000	19,000	19,000	19,000	19,000	19,475	19,475
6740	**CAPITAL OUTLAY - OTHER ITEMS**								
	Tree Removal, Clearing of Acquired Prop	-	-	-	-	-	-		
To 2016	Embry Way Road Special Assessment	-				85,000	85,000		
To 2017	Grading of Acquired Property	-	-	-	100,000			100,000	100,000
	Columbarium					45,000	45,000		
	Rehab Planting Areas	-	-	-	-	-	-		
	Land Acquisition 3 acres	-	-	-	-	-	-		
	Total	-	-	-	100,000	130,000	130,000	100,000	100,000
	Total Net of Personnel	73,630	64,410	64,410	170,895	196,995	196,995	172,621	172,621
	TOTAL EXPENSES	$ 80,705	$ 71,485	$ 71,485	$ 178,123	$ 204,223	$ 204,223	$ 180,031	$ 180,031
	LESS CAPITAL OUTLAY	0	0	0	(100,000)	(130,000)	(130,000)	(100,000)	(100,000)
	Total Exp without Capital Outlay	80,705	71,485	71,485	78,123	74,223	74,223	80,031	80,031