2014 Adopted Operating Budget

City Council Meeting
December 12, 2013

Notes:

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TO: Mayor and City Council Members

FROM: Tom Lawell, City Administrator

SUBJECT: Preliminary City Budget for 2014

DATE: August 14, 2013

It is my pleasure to present to you the recommended 2014 draft budget for the City of Apple Valley. This budget represents a fiscal plan that will allow us to continue the delivery of the high quality public services that our residents, businesses and visitors have come to expect. In the months ahead, staff looks forward to being able to meet with the City Council to discuss in more detail the specifics included within this budget.

Our annual budget setting process is built on four long-standing fiscal principles. These time-tested fiscal principles have served 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.

By staying focused on these budgetary goals, we have built a solid reputation among the financial agencies that monitor and rate governmental entities. Moody's Investors Service has recognized our solid financial position with their highest possible bond rating, Aaa. Of the 854 cities in Minnesota, there are only 17 rated Aaa by Moody's Investors Service. Nationally, less than 7 percent of municipalities receive Moody's Aaa rating.

In addition, the City has consistently enjoyed favorable reviews from CNN/Money Magazine as it determines America's Best Places to Live. Just this week, CNN/Money Magazine released its 2013 list and Apple Valley was ranked as the 17th Best Place to Live in America. This is up from 20th in 2010, 24th in 2008 and 28th in 2007. For 2013, Apple Valley was one of three Minnesota cities recognized, and the only one in Dakota County.

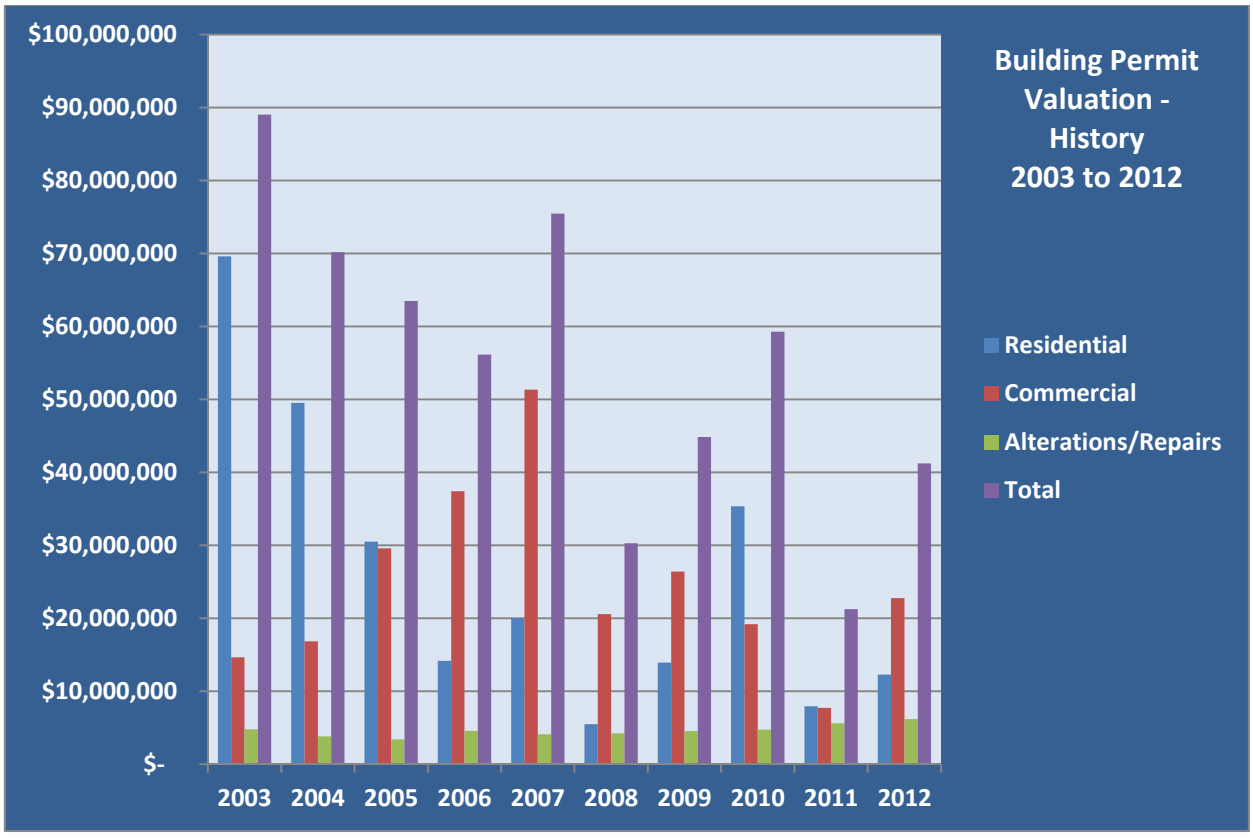
Our community's quality of life and fiscal strength are the focus of the document you hold in your hand. The budget sets forth our community priorities for 2014 as we seek continuous improvement in the delivery of public services. The goal of this budget message is to

- Summarize important trends being experienced in Apple Valley;
- Describe the current budget environment and important changes in State law;
- Explain how the budget document is organized;
- Describe the revenue and expenditure trends of the General Fund;
- Summarize the City's various other funds and budget highlights for 2014.

COMMUNITY TRENDS

According to the latest estimate from the Metropolitan Council, the population of Apple Valley as of April 1, 2012 was 49,895 living in 19,190 households. This equates to an average household size of approximately 2.6 persons per household. Since April 2012, the City has issued over 50 building permits for new single-family homes which means that Apple Valley's population has likely now exceeded 50,000.

Building permit activity in the City has definitely seen a rebound from the low point in 2011. The table below shows the permit valuation history in three categories from 2003 through 2012.



In 2012 the City added approximately $12.3 million in residential permit value, $22.7 million in commercial/industrial permit value, and $6.2 million in other permit valuation (i.e., alterations, repairs, additions, siding and roof replacements) for a total of $41.2 million. Within this total we added 41 single family homes, and 1,254 other permits for residential property improvements. On the commercial side, we experienced $15.2 million in new construction and another $7.5 million in additions, alterations and repairs through the issuance of 96 permits.

Through July 2013, we have added 33 single-family homes, and have issued 482 permits for residential additions, alterations and repairs. In addition, we have seen another significant addition to the Uponor headquarters facility, the addition of four new commercial buildings (Kwik Trip, Chick-Fil-A, the Crooked Pint Ale House and a multi-tenant retail building near Cub), and have issued 58 permits for commercial additions, alterations and repairs. Total permit valuation added through July 2013 is approximately $34.6 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 2012 thru 2013			
Item	Unit	2012	2013
Sanitary Sewer	Miles	194.9	195.93
Force Main	Miles	3.65	3.65
Sanitary Manholes	Each	5,405	5,455
Water Main	Miles	243.81	245.13
Valves	Each	3,751	3,770
Hydrants	Each	2,423	2,435
Storm Sewer	Miles	165.33	166.70
Storm Sewer Manholes	Each	8,016	8,095
Streets	Miles	173.29	174.46
Roundabouts	Each	3	3
Cul-de-sacs	Each	315	318

Property values in Apple Valley and across Dakota County are annually determined by the Dakota County Assessor's Office. They report the following valuation trends for Apple Valley comparing 2012, 2013 and 2014:

Taxable Market Value Comparison by Property Classification				
	Payable 2012	Payable 2013	Payable 2014	2013 to 2014 Change
Residential	$3,286,217,506	$3,026,238,584	$3,127,359,036	+3.34%
Commercial/ Industrial	$506,624,400	$501,793,400	$492,558,400	-1.84%
Utility	$13,428,800	$13,428,800	$11,482,300	-14.49%
Agricultural	$11,895,500	$11,640,100	$9,022,500	-22.49%
Cabins	$231,600	$215,900	$219,400	+1.62%
Apartments	$203,976,351	$225,529,619	$226,842,614	+0.58%
Personal Property	$39,388,400	$39,480,800	$38,519,200	-2.44%
Total	$4,061,762,557	$3,818,327,203	$3,906,003,450	+2.30%

For the first time in five years, residential property values in Apple Valley have increased for 2014. At the same time, Dakota County has determined that commercial/industrial values in Apple Valley continue to fall. Recognizing how the property taxation system works in Minnesota, this means that the tax burden in 2014 will shift away from commercial/industrial properties onto residential properties.

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

THE BUDGET PROCESS AND TIMELINE

The timeline for the preparation of the City's 2014 budget is established by the State of Minnesota. This year there were no major changes to the State mandated truth-in-taxation requirements we must follow, so the timeline is very similar to last year. The first deadline in the process is September 15, 2013, the date by which the City must adopt its 2013 preliminary property tax levy and preliminary budget. The adoption of the preliminary property tax levy sets the maximum amount permissible. After September 15th, the amount may be decreased, but not increased, when the final certified 2014 levy is adopted in December 2013.

State law requires that we also by September 15th 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 and levy determination. By State law this public input meeting must occur after November 24th and must start at or after 6 p.m. By that same September 15th 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.

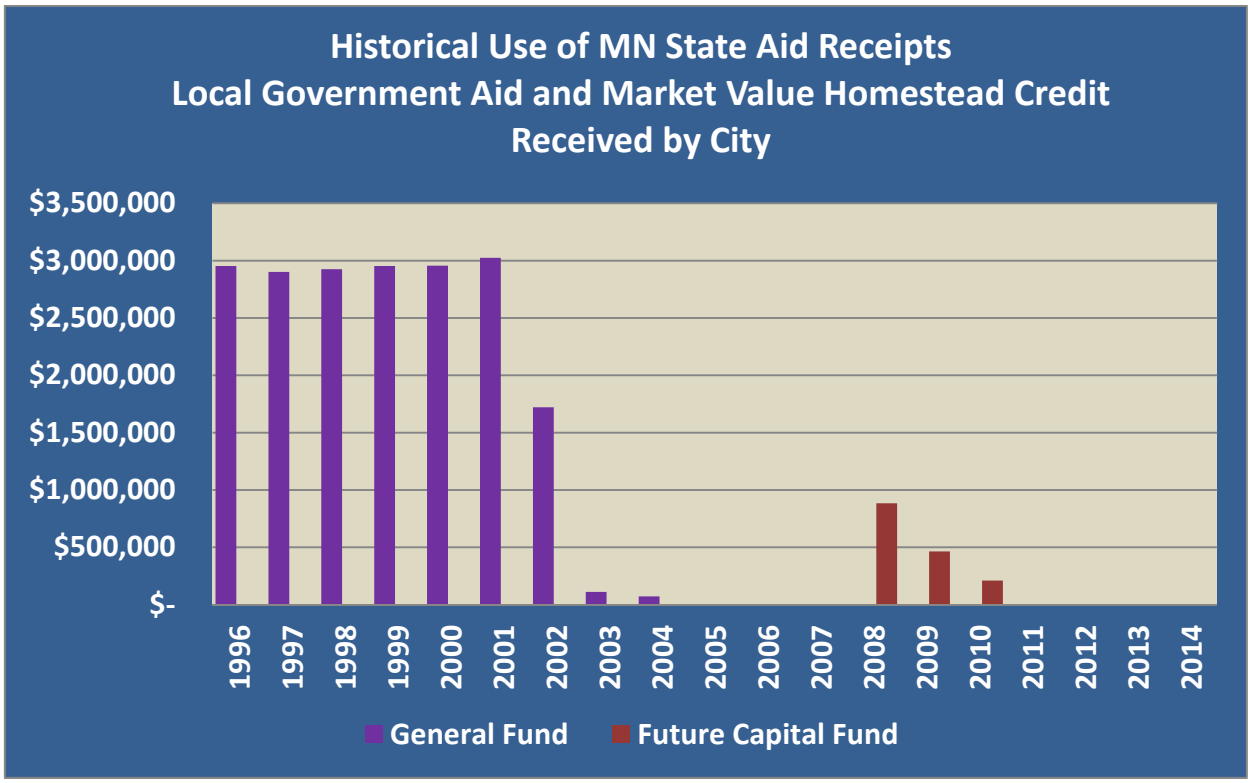
At the public input meeting, the City must discuss the estimated savings realized as a result of the newly enacted sales tax exemption that will apply to some City purchases beginning in January 2014. The Minnesota Department of Revenue is currently developing regulations intended to guide local governments on the types of purchases that are now sales tax exempt.

It is our intent to have the Council consider adoption of the preliminary levy resolution on September 12, 2013. 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 11th and November 23rd. 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 30th. Apple Valley City Council meetings in December are scheduled for December 12th and 26th. Ideally it would be preferable that we plan to finalize both the budget and tax levy at our December 12th meeting.

STATE BUDGET DEFICIT AND AID DISTRIBUTION

Based on the state's February 2013 forecast, the 2014 state legislature will be confronted with a projected $627 million deficit for FY 2014-2015. If inflation is included, the State's budget deficit will be $1.5 billion. We will need to monitor carefully the state's response to their deficit during the 2013 legislative session to ensure that the City and its taxpayers are not adversely affected.

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 (Local Government Aid (LGA), Homestead and Agricultural Credit Aid (HACA), Market Value Homestead Credit (MVHC), but as shown in the following chart, the trend has been for the state to eliminate payments to suburban cities like the City of Apple Valley.



The Minnesota Legislature made significant changes in the State's Local Government Aid (LGA) distribution formula for 2014. These major changes are the first since 2003. The State's distribution of LGA to cities will total $506 million in 2014, an $80 million increase over the 2013 level. Unfortunately, the City of Apple Valley still does not receive LGA from the State. Even with changes made to the distribution formula, our revenue realized from LGA is still zero. 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 this revenue.

HOMESTEAD CREDIT PROPERTY TAX REFUND PROGRAM

One new legislative change that might benefit Apple Valley property taxpayers is the expansion of the State's homestead credit property tax refund (PTR) program. Several changes to the program will improve its effectiveness in 2014. These include:

1) The State has dedicated an additional $120 million to the program for 2014. This represents a 35 percent increase in program funding, the largest single year increase in nearly four decades.
2) The PTR program requires taxpayers to file a separate form with the State. The Minnesota Department of Revenue has been instructed by the Legislature to undertake a focused promotional effort to make sure eligible taxpayers are aware of the PTR program.
3) Eligibility for assistance from the program will increase as contributions to voluntary retirement plans (up to $5,500) are now excluded from income for PTR purposes.
4) Eligibility for assistance from the program will increase due to a reduction in the "income threshold" associated with the program. As a result, the new homestead credit PTR will allow more homeowners with household income between $19,530 and $105,500 to qualify for a refund and will increase the size of the refund they receive.

Due to the structure of the PTR program, the tax benefits of the PTR program will not be reflected in the parcel specific notices that are sent out in November 2013. Again, taxpayers will need to file separately with the State to receive any property tax refund they may be entitled to receive.

PROPOSED 2014 PROPERTY TAX LEVY

The various components of the proposed 2014 levy are summarized below.

Levy Component	2013	2014	Difference	% Change
General Fund	**$ 18,164,570**	**$ 18,359,496**	**$194,926**	**1.07%**
Street Maintenance Program	**2,755,000**	**2,855,000**	**$100,000**	**3.63%**
Property Tax Delinquencies	**200,000**	**200,000**	**$ 0**	**0%**
Debt Service – Voter Approved	**863,000**	**884,000**	**$ 21,000**	**2.43%**
Debt Service – All Other Levy	**428,376**	**428,504**	**$128**	**0.02%**
	$ 22,410,946	**$ 22,727,000**	**$316,054**	**1.41%**

The total levy for 2014 is proposed to be $22,727,000 up 1.41% or $316,054 over 2013. At this levy amount, the median valued home in Apple Valley valued at $192,100 will see the City's share of their property tax bill increase $10 or 1.13% from $854 in 2013 to approximately $864 in 2014.

These projections are based on preliminary fiscal disparities figures for 2014. The fiscal disparities program was enacted in 1971 and applies to all cities in the seven-county metropolitan area. The program shares 40 percent of all new commercial/industrial valuation growth across the metropolitan area. The value distribution for 2014 is still being determined and in the weeks ahead, we will learn more about how it might affect property taxes for properties in Apple Valley. The latest information will be shared at the September 12th City Council budget workshop.

The 2014 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 3 for more details).

The City's 2012 decision to fund future road reconstruction work through the General Fund as opposed to levying special assessments against benefitting properties is unique and profound. This is an important decision that will influence our budget process for decades to come. 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.

BUDGET ORGANIZATION

As Council will recall from the recently completed independent financial audit, 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 2014 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. 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 that 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 and new this year is the Vehicle and Equipment Replacement Fund, an internal service fund. Notable changes in these non-General Fund accounts are also included in this budget message.

This year's budget document continues to expand our presentation of the activities and outcomes associated with each budget area. Specifically, you will see a narrative description of the activity, a recap of the major objectives for the year, a number of impact measures or performance indicators, a summary of the staff resources assigned to the area, and a recap of the major anticipated capital expenditures. This information is intended to help identify the costs and benefits of the various services the City provides to the community.

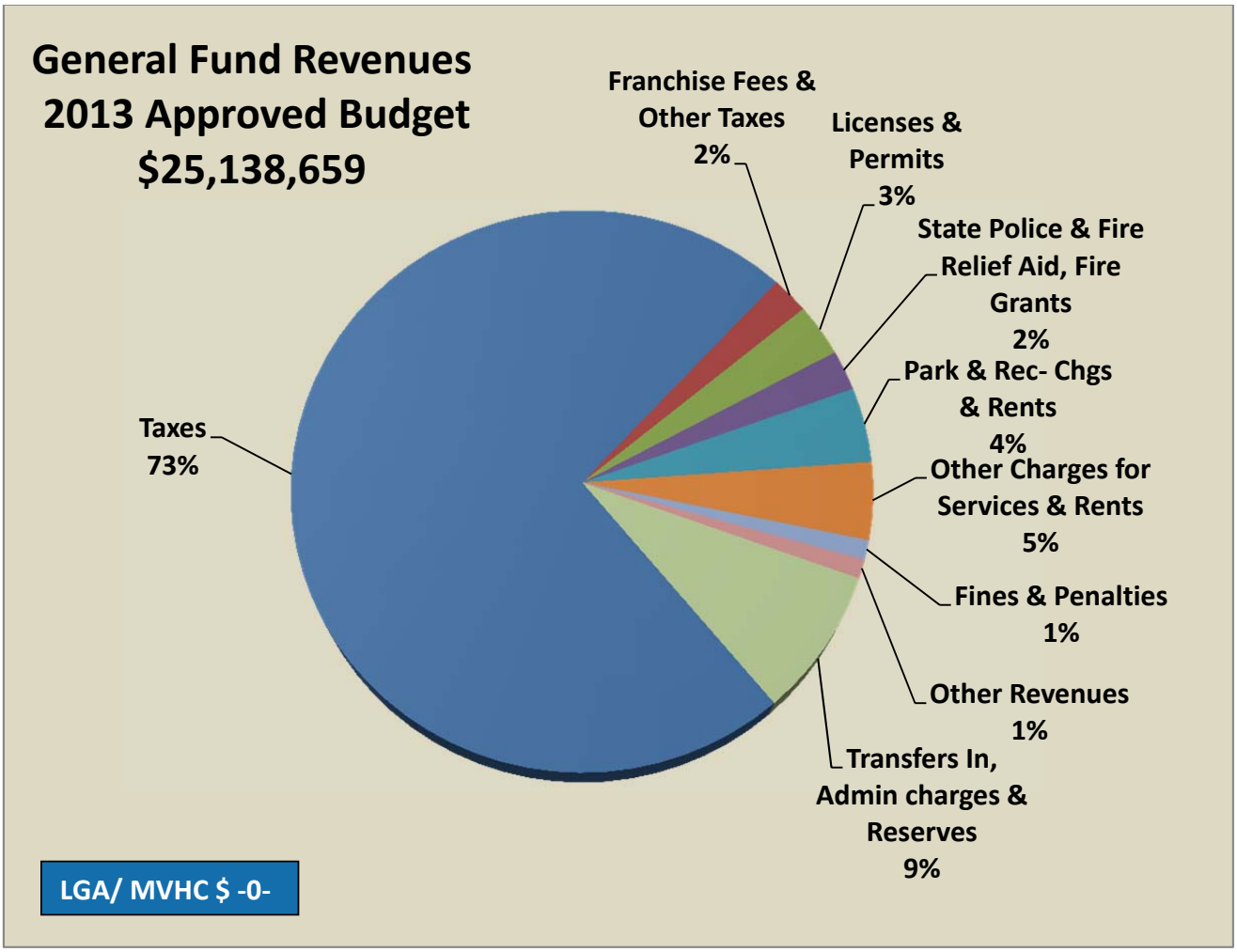
GENERAL FUND OVERVIEW

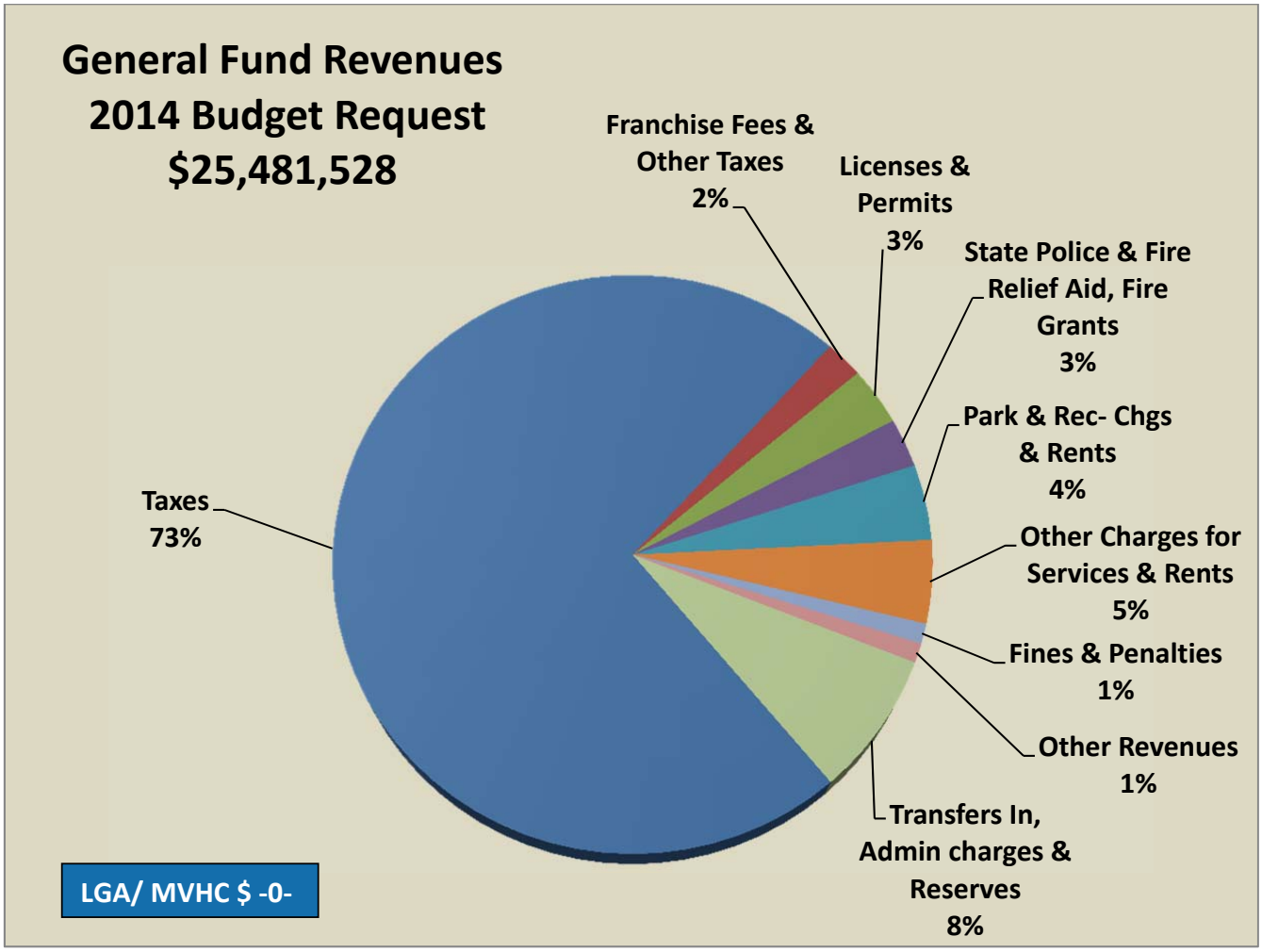
Revenue Estimates

As the largest fund in our accounting 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.

The General Fund revenue picture is explained in the following pie charts. The first chart shows the various sources of General Fund revenues for 2013. The second chart shows the various sources anticipated in the budget for 2014. We anticipate raising $25,481,528 in General Fund revenue for 2014, which is an increase of approximately 1.36% compared to 2013.

The 2014 revenue amount is comprised of a number of revenue sources. Approximately 73% is expected to be raised via the property tax, which is consistent with 2013. 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.





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. Commodities/other department expenditures in the General Fund include expenditures for repairs, utility costs, training, postage, supplies, etc. Capital outlay expenditures are for those items deemed to be 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.

A summary of the General Fund budgeted expenditures from 2013 to 2014 is as follows:

	2013 Adopted Budget	2014 Admin Recommended	Difference
Personnel Services	**$ 17,145,784**	**$ 17,494,152**	**2.03%**
Commodities/Other	**$ 7,209,904**	**7,079,234**	**<1.81%>**
Capital Outlay	**$ 895,425**	**$ 908,142**	**1.42%**
General Fund Total	**$ 25,251,113**	**$ 25,481,528**	**0.91%**

General fund expenses are described in detail beginning on page 13 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 234 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.

In 2014 it is proposed that replacement equipment be purchased for the Streets and Park Maintenance divisions in the amount of $793,500. This includes two large plow trucks, a pickup truck and a Toolcat utility vehicle in the Streets division, and two mowers, four trucks with plows and three utility vehicles in the Park Maintenance division. Further information is provided on page 263.

Vehicle and Equipment Replacement Fund

New for 2014, the Vehicle and Equipment Replacement Fund (VERF) was created 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, and to stabilize budgeting for major equipment purchases. Details on the fund can be found beginning on page 289

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.

For 2014, those departments migrating to the VERF include Fire, Police, Code Enforcement/ Community Development, Building Inspections, Engineering, Natural Resources and Fleet. Each of those departments have a VERF contribution included in their 2014 budgets. In total, the VERF contribution for 2014 is $473,492.

In future years' 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.

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. This practice is recommended to continue for 2014. In 2014, the FCPF is also proposed to fund the completion of the vehicle wash bay at the Central Maintenance Facility. Details on the FCPF are provided beginning on page 277.

Road Improvement Fund
Over the past few years we have been slowly evolving our approach to roadway maintenance and rehabilitation in response to our aging infrastructure. The Road Improvement Fund provides for a consolidated source 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 based on projects identified in the City's Capital Improvement Program.

Revenue for the fund is primarily derived from a special road improvement tax levy which is anticipated to increase $100,000 in 2014 to $2,855,000. Other funding sources are the Municipal State Aid contribution derived from the State's motor fuel tax and transfers from the City's utility funds to cover water, sanitary and storm sewer improvements associated with identified road reconstruction projects.

For 2014, we anticipate approximately $5.9 million in projects throughout the City, most notably the reconstruction of 132nd Street between Galaxie Avenue and Johnny Cake Ridge Road, Whitney Drive east of Pennock Lane, the westerly portion of the Cedar Isles neighborhood, and the Garrett/Glazier loop in the downtown area. Traffic signal reconstruction work is also anticipated at several intersections including Galaxie Avenue/140th Street, Pennock Avenue/ County Road 42 and Hayes Road/County Road 42. Details can be found beginning on page 281.

EDA Operations Fund
The Apple Valley Economic Development Authority Fund exists to support economic and business development activities as they may arise. For 2014, 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. Continued work in the Mixed Business Campus and Central Village is also anticipated for 2014. Further details are provided on page 285.

Municipal Liquor Operation
The City's three liquor stores remain healthy and 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 terms of annual gross sales. Details regarding the liquor operation budget can be found beginning on page 293.

Our liquor operations also provide a significant transfer to the City's general fund each year. In 2012 the Liquor Fund transferred $525,000 to the General Fund to purchase five replacement squad cars and also support Park and Recreation activities in the community. In 2013 the Liquor Fund transferred $525,000 from the Liquor Fund to the General Fund to purchase four replacement squad cars and support Park and Recreation activities in the community. In 2014, the transfer from the Liquor Fund to the General Fund is proposed to increase to $600,000 to help fund the purchase of two new snow plow trucks, five replacement squad cars and support for the Park and Recreation activities in the community. Since 2002, the Liquor Fund has provided the General Fund with over $5.7 million. The history of our recent Liquor Fund transfers is as follows:

Valleywood Golf Course
Valleywood Golf Course is mid-way through its first full season with the new clubhouse facility in operation. Weather conditions in the spring of the year were less than ideal, so we are hoping for a pleasant and extended fall to maximize the use of the course and facility.

The clubhouse facility has proven very popular for golfers and non-golfers alike. As residents become more aware of the facility, we have seen more rental activity and greater food and beverage sales.

The 2014 budget for Valleywood forecasts an increase in rounds of play and added food and beverage revenue as a result of the new clubhouse facility. The purchase of additional golf course maintenance equipment and kitchen equipment is anticipated in 2014. A detailed description of the Valleywood operation for 2014 can be found beginning on page 311.

Sport Arenas
During the past year, the City Council was presented with a business plan for our two sport arenas, one adjacent to Apple Valley High School and the other located in Hayes Park. Based on the outcome of our discussion with area youth hockey organizations, a decision was made to move forward with providing summer ice opportunities at the Hayes Arena. Installation of the necessary dehumidification equipment and low emissivity ceiling is being scheduled for later this year. We anticipate a levy amount of $121,000 in support of the arena for 2014.

During the ice season both arenas see heavy use. During the remainder of the year the facilities see a variety of different uses, including soccer, lacrosse and tennis.

The Sports Arena attached to Apple Valley High School continues to serve as a prime example of joint cooperation between the City and Independent School District 196. The School District pays half of the operating costs associated with the facility. In 2014, we are planning to replace the aging ice resurfacing machine in use at the Sports Arena.

Detailed budget information for our two Sport Arenas can be found beginning on page 323.

Cable Television
Cable Television services that are provided through a joint powers agreement with the cities of Farmington and Rosemount and are detailed beginning on page 267. Cable Television activities specific to Apple Valley are described beginning on page 273. Through the remainder of 2013 and into early 2014, the City will work towards the development of a new cable television franchise agreement with Charter Communications. This negotiation is being undertaken as a joint project with Rosemount and Farmington to more efficiently complete the process.

Water Utility Fund
The Water Utility Fund begins on page 339. As Council is aware, the expansion of the City's water treatment plant is well underway. Anticipated completion of the project is mid-2014. Other major drinking water improvements anticipated during 2014 include well and water reservoir rehabilitation projects. Consistent with the Council's prior discussions, water rates are proposed to be increased by 3 percent in 2014.

Sanitary Sewer Fund
The Sanitary Sewer Fund begins on page 351. Notable sanitary sewer projects on the 2014 horizon include the 132nd Street and Utility replacement project, an inter-community flow metering project between the cities of Apple Valley and Eagan, and the design phase of the Lift Station 3 reconstruction project. Consistent with the Council's prior discussions, sewer rates are proposed to be increased by 3.0 percent in 2014.

Stormwater
The City continues its work to improve storm water quality in area lakes and ponds during 2014. Further details can be found beginning on page 361. Federal and State regulations regarding water quality have evolved where we have two employees devoting the majority of their time to these efforts. As such, these two positions which were formerly included in the Public Works Administration budget have been transferred to the Stormwater Utility. Notable stormwater project planned for 2014 include the 132nd Street and Utility replacement project, sediment removal from ponds, stormwater basin modification in the Quarry Ponds area, and flood mitigation efforts in the Holyoke area. 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 be increased by 3.0 percent in 2014.

Street Light Utility
This fund accounts for the more than 3,300 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 2014 we plan to begin work on 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 be increased by 3.0 percent in 2014. Further details can be found beginning on page 369.

Cemetery
The Cemetery Fund provides for the operation costs of running Lebanon Cemetery. The City recently acquired the land east of the cemetery along the alignment of future Embry Path. During 2014, the process of preparing the land for incorporation into the cemetery will begin. Budget details on the Cemetery operation can be found on page 373.

STAFFING

For 2014, it is recommended that we add two positions to the General Fund budget. Within the Information Technologies (IT) division, we have identified the need for an entry-level IT Technician position to provide end-user support. Within the Police Department, we have identified the need for an additional Detective in the investigative division. Detailed justification reports for both positions are included as an appendix to this budget message.

SUMMARY AND CONCLUSIONS

It is my hope that this budget message has helped to highlight the most important aspects of the 2014 budget. We have established a budget review workshop for Thursday, August 22, 2013 beginning at 5:00 p.m. where we will have the chance to present more details and answer any questions you may have.

In closing, I wish to thank the many City staff members responsible for preparing their portions of this proposed budget. Delivering the budget this year was again a group effort from beginning to end. Special thanks go to Ron Hedberg, Cathy Broughten and Charles Grawe who helped to pull the budget pieces together into a fiscally balanced whole.

I would also like to thank the City Council for its guidance and wisdom over the past year. We have a great team, and it shows. I look forward to reviewing the proposed budget with you at our upcoming meetings as we work together to chart a prosperous and hopeful future for our community.

Respectfully submitted,

Tom Lawell
City Administrator

M E M O R A N D U M

TO: Tom Lawell, City Administrator

FROM: Jon Rechtzigel, Police Chief
Michael Marben, Captain, Support Services Division
Mitchell Scott, Captain, Patrol Division

DATE: August 8, 2013

SUBJECT: Detective Position Justification – 2014 Proposed Budget

In the 2014 budget request, the Police Department is submitting for the Council's consideration additional funding to staff one additional Detective position in the department.

The Detective Unit has been operating at its current staffing level since 1992. The current staffing consists of 1 Detective Sergeant and 4 Detectives. In 1996, the Detective Unit began keeping independent statistics regarding the number of cases that were referred to them for investigation. In 1996, a total of 409 cases were investigated. In 2012, that number had risen to 512 cases, an increase of 25% without any corresponding increase in the staffing level of the unit.

In our Police Department, 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.
- Solicitors 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.

Apple Valley operates its Detective Unit with a smaller staff compared to our neighboring agencies. The following chart details the 2013 staffing levels of our surrounding agencies and provides the number of cases referred to and investigated by each agency's Detective Unit during 2012.

Detective Unit Staffing Comparisons - 2012

City	Population	Detectives	Supervisors	Total Cases	Cases per Detective
Apple Valley	49,463	4	1	568	142
Burnsville	59,028	10	2	821	82
Eagan	64,239	8	2	650	81
Lakeville	57,470	6	1	855	143

Detective Unit Outcome Measures

Year	Total Cases	Cases per Detective
2013*	372	93
2012	568	142
2011	603	151
2010	498	125
2009	430	108
2008	519	130

* As of 6/30/13

As shown, the Detectives in our agency investigate a large number of cases when compared to our peer agencies. When compared to Burnsville and Eagan, on a per Detective basis, our Detectives are handling 42% more investigations than either of these communities and we do this with a higher clearance rate.

Like many other communities, Apple Valley is faced with a complex environment consisting of fiscal constraints, rapid change, changing technology, added demands for service, increased litigation and the need for cultural sensitivity.

These challenges, and more, have required our Department to reassess its role in the community and its methods of delivering police services.

This analysis began on the premise that the community is the key element in our attempt to curb crime and resolve neighborhood problems. This approach resulted in our development of the Neighborhood Collaborative Officer Program (NCOP) that works with stake holders and officers in identifying and resolving neighborhood concerns. Our experience with NCOP has proven very successful and has improved the overall satisfaction of both the community and officers.
Problem solving is the backbone of our community policing efforts.

We believe Community Policing is the future of policing and an evolution of our past efforts. It holds the greatest potential for effectively dealing with our current environment and future challenges.

One of the most common criticisms of policing relates to its basic strategy for providing service. Traditionally, the police have responded to calls for service (CFS) as separate incidents. This practice is referred to as incident-driven policing and has been criticized as reactive and resulting in short-term solutions. Problem Oriented Policing (POP) teaches officers how to group incidents and identify the underlying causal factors that are often associated incidents in hopes of providing long-term solutions.

Detectives have traditionally directed their efforts towards reactive law enforcement. Problem solving, for the most part, was concentrated on crime solving. However, while crime solving is and will continue to be a very important component of our overall problem solving mandate, it cannot stand alone.

The suppression of crime is a formidable and frustrating task. If we are to achieve any significant measure of success we must look beyond the arrest of offenders. The utilization of the criminal justice system as the sole means of problem solving does not work. Our Department must become more resilient and innovative in our efforts to maintain the security and safety in Apple Valley.

Detectives are now looking beyond the courts, and working in partnership with the community to seek crime solutions. Problem recognition and elimination is becoming the order of the day. By focusing on individuals only after crimes have been committed - by being reactive – we are missing significant opportunities for crime prevention and reduction. We have been unable to progress in our problem

solving methodology because of staffing constraints and increases in not only the cases being investigated, but also in the complexity of the cases.

We have a number of challenges facing us in the near term that will impact our effectiveness. These challenges include:

- The need to respond in a timely and coordinated manner to multi-jurisdictional crimes.
- Policing in an increasingly multi-cultural community.
- Issues with electronic crime and its anonymity of users, the speed of transactions, the volatility of evidence and the potential for criminals to exploit jurisdictional issues.
- Internet crime issues; fraud, computer hacking, and child porn.
- The re-tasking of Federal law enforcement organizations from domestic crime to terrorism issues and national security concerns which severely limits the resources available to local law enforcement agencies.

With the addition of this position, it would increase our total authorized staffing level for sworn Officers to 51. Using the population estimate of 49,463 for our community this would bring our staffing ratio to 1.03 Officers per 1,000 residents. According to the Department of Public Safety's 2012 Uniform Crime Reports for the State of Minnesota, the average staffing ratio for communities our size in the State of Minnesota is 1.2 Officers per 1,000 residents. This report also states that the state-wide staffing average

for all Departments is 1.5 Officers per 1,000 residents. Apple Valley falls below both of these average rates.

In a 2009 report (most recently available) issued by the Federal Bureau of Investigation (FBI), the average rate of sworn officers in the nation was 2.4 Officers per 1,000 residents. At 1.03 per 1,000 our community is far below this average.

Through the increase in our staffing level, we will be able to devote more of our resources to proactive policing instead of reactive policing, and to investigations that resolve cases and improve clearance rates. This paradigm shift—which stresses preventing crime and increasing the likelihood of apprehension and conviction when a crime is committed—should reduce costs for our citizens.

While our goal can never be to eliminate crime, we believe we can substantially reduce crime through this strategy. The addition of a Detective to this Unit will increase our effectiveness, efficiency, victim advocacy, and offender accountability.

JH/MM/MS/pyj

CITY OF
APPLE VALLEY

MEMO
Administration Department

TO: Mayor and City Council of Apple Valley
Tom Lawell, City Administrator

FROM: Charles Grawe, Assistant City Administrator

DATE: August 7, 2013

SUBJECT: Justification for Requested Additional IT Position for 2014

The IT Division is requesting a new entry-level IT position in the 2014 proposed budget. This memo is intended to justify the request and explain how the City's growing needs for IT services are no longer adequately met with the existing staff. IT is an internal service provider that meets the needs and demands of the city's other departments. As fiscal conditions have tightened over the past five years and as technology continues to make enormous advancements each year, departments have increasingly turned to technology as a strategy to increase productivity and to accomplish more work with less human resources. As the city continues to adopt more technologies, the needs for staff to maintain and plan for those technologies increase.

Summary

The IT Division reached its current full-time staffing level in January of 2003. Since then, the city has added more technology users, more technology devices, more software and operating systems, more networking infrastructure, more technology systems, and an increasing societal expectation to share information publicly through a wide variety of technologies. These are explained in more detail in the remainder of this memo.

IT staff time is primarily spent among three major activities—1) maintaining and servicing existing technology tools, 2) implementing new technology tools, and 3) planning strategically for adoption and integration of new technologies. As more technologies and devices have been added, there has been increasing demand on staff time to provide maintenance and service of these existing technology tools (see table below). As a result, IT staff has had less time to plan for or implement new technology tools that could create greater efficiencies for the city.

Departments continue to request new technologies to help them better provide their services. We have reached the point where the city simply does not have the adequate IT staffing to support new technologies as so much time is required supporting the existing technologies. If IT is not provided additional staffing resources, we will have to address policy choices of either not adopting technologies that improve operational efficiencies due to lack of support capacity or we will have to discontinue support to some existing technologies. Staff recommends we provide additional IT support to meet the growing technology demands of all the city departments.

Technology Growth Metrics 2003-2013

Pre-Existing Technology Growth

Technology Metric	2003 Level	2013 Level	Increase
IT Support Positions	3	3 plus intern	5%
PC's Supported	150	190	27%
Laptops Supported	34	73	115%
Servers Supported	16	32	100%
Network Switches Supported	8	22	175%
City Sites with Major IT Assets/ Operations	6	10	67%
Fixed AV Presentation Systems	2	9	350%
Sites w Electronic Security Access	1	10	900%
Sites w Automated Building Controls	1	9	800%
Significant Stand-Alone Computerized Systems	9	38	322%

New Technology Added Since 2003

Technology Metric	2003 Level	2013 Level
City-Owned Tablet Devices	0	7
City-Owned Smart Phone Devices	0	18
City-Owned Fiber Network Sites	0	14
Sites with Networked Digital Security Recording Systems	0	7
Wireless Access Points in Wireless Network	0	33
City-Owned Phone System Handset Devices	0	300
City-Owned Phone Extensions	0	720
City-Owned Voice Mail System Mailboxes	0	260

Current Staffing

Since 2005, the IT Division has consisted of three full-time employees and one seasonal intern. The intern position has proved to be a valuable asset for providing additional support service. The intern has been especially beneficial for assisting in projects that involve configuration or installation of large numbers of similar technologies, such as desktop workstation replacements and squad car mobile laptop replacements. Unfortunately, due to many unique and specialized devices and software used to provide municipal service, the seasonal intern positions have not been able to provide assistance in these areas where a higher level of mastery of such technologies is required and isn't feasible to develop within a single summer season. Assistance is needed for the technologies and software that may be rather unique to municipal governments and is used by our employees throughout the year.

Increases to Technology Users

As the city has adopted more technologies, the number of users of these technologies has increased, thus increasing the demands to solve user-related problems such as managing user login accounts, user access, and user software/ applications. While the total number of full-time staff has not changed much over the past decade, the percentage of employees using technologies has increased significantly. At one time, supported technologies were primarily limited to employees with a computer at their desk. Now, IT provides support to maintenance employees, firefighters, seasonal employees, and anyone who has a phone in their work area. Almost every full-time employee and all 75 plus volunteer firefighters now use a technology supported by the IT staff. As a measure of this increasing demand, when the city introduced an

on-line help desk system in 2009, there were 682 requests for service. In 2013, we are on track for 900, or an increase of about 32 percent in direct user service requests. The average open time for each ticket is 31 minutes, 29 seconds. This does not include calls for service over the phone or walk-in, over nights, or on weekends.

Increases to Technology Devices

As the city has adopted more technologies, the number and variety of supported technology devices has increased, increasing the demands on IT staff to learn and understand how each operates for maintenance and support. Not long ago, the supported technology user devices were almost exclusively limited to desktop pcs. Now, IT is called upon to support PCs, mobile laptops, tablets, smart phones, conference projection systems, VOIP phones, digital audio recorders, and surveillance camera recorders. As the number of supported devices increases, the time required for maintenance also increases, particularly for mobile or portable devices which are more prone to accidental damage or breakage. IT currently supports 190 PCs, 73 laptops, seven tablets, 18 city-issued smart phones, nine fixed AV projection systems, 300 telephone handsets, 720 phone extensions, 57 digital audio recorders, ten surveillance camera recorders, 22 squad card video recorders, and one robotic sewer video unit.

In addition to the plethora of city-owned devices and systems, employees increasingly are reliant on personally owned devices, such as smart phones and tablets, to connect into the city's Exchange email server using the City's Wi-Fi network. Recent growth in personally-owned device use now accounts for more than 60 smart phones and tablets securely connected into the City's resources.

Software and Operating Systems

As the city has adopted more technology devices, the number and variety of supported operating systems, software, and applications has increased, increasing the demands on IT staff to learn and understand how each functions for support. Not long ago, user software was largely limited to Microsoft products such as Windows, Word, Excel, and PowerPoint. Now each device listed above has its own operating system and many devices support scores of additional applications. The variety of new software includes publishing software, media playback software, security software, point-of-sales systems, video editing systems, web streaming software, website management software, social media software, and numerous line-of-business applications. Each year, the IT staff is asked to support an ever-broadening array of software products.

Network Infrastructure

Technologies rely on often hidden, but none-the-less essential infrastructure to work effectively. In the late 1990's, the city's network infrastructure primarily consisted of four file servers, a mail server, five switches, and four sites connected by three leased T-1 lines. Currently, the city maintains three server clusters with 21 host virtual machine servers, an additional 11 physical servers, an eight Terabyte Storage Area Network (SAN), 22 network switches, 14 facilities connected through a city-owned and maintained fiber optic network, three additional facilities connected through leased infrastructure, 33 wireless access points, and three wireless LAN controllers. In addition, an increasing array of software that benefits the entire organization (firewall, anti-virus, data-back-up, SPAM filter, web filter, asset management, etc.) must be managed, patched, upgraded, and monitored. Not only has the number of infrastructure devices increased, but the number of facilities and the distances between them has also greatly increased. Maintaining and supporting infrastructure at more remote locations further requires additional time spent traveling between sites, which was not required when fewer facilities were involved.

Growth of Technology Systems

Perhaps the biggest growth in technology over the past decade has been in smaller stand-alone systems generally used for very specific purposes by a limited number of staff members. These systems often consist of some form of input device(s), user interface software, some form of connectivity, and a processing or storage device. They may or may not interface with the city's computer network. IT is typically expected to provide some portion of maintenance on these systems and is thus required to obtain a certain level of competency and training on each in order to successfully help resolve issues. As the number of systems used by the city expands, the time required by IT staff, not only to maintain, but to learn and understand these systems, and interface with vendors or providers, increases greatly. Below are some of the systems that have been added to the city's toolbox in the last decade and a brief discussion of how each has increased demands on IT.

VOIP Phone System and Voice Mail System

In 2007, the city transitioned from a leased telephone and voice mail system to an internally owned and managed VOIP and Voice Mail System. This transition saved the city tens of thousands of dollars for phone services. However, it also transferred the burden for maintaining the system from an external vendor to internal IT staff. With over 300 handsets, 720 phone extensions, and 260 voice mail accounts IT staff spend an average of approximately four hours per week in management of this system.

LOGIS Systems

For many years, the city has participated in a joint powers organization called LOGIS that provides shared computer applications, processing, and storage. The IT staff maintains the devices and connectivity that link our employees to LOGIS. When the city adds a new LOGIS service, such as property maintenance in 2008, or when LOGIS transitions to a new software product, such as the Premier One public safety mobile system, city IT staff can spend significant amounts of time implementing a LOGIS hosted solution.

For example, in the 1990's, the city used mobile data terminals for squad car applications. These were relatively simple devices with a singular application and one connection with the state. There was relatively little maintenance or configuration required by IT. In 1998, these terminals were replaced with much more powerful laptop computers that could run a greater variety of law enforcement applications and had far more options and complexity for communications connectivity. While the laptops provide the officers in the field with much greater access to information, they also require far more time for configuration and maintenance. For another example, more recently, the Fire Department added mobile laptops for their operating trucks and support staff. IT staff spends approximately four additional hours per week administering these laptops and their applications.

Cartegraph and Engineering Data

In the past several years, the city transitioned from consultant engineering services to in-house engineering services, saving the city thousands of dollars in engineering costs. However, this transition did not only include staff, but also included the need to host and administer public works, engineering, and planning data that was maintained by the previous consultant on the consultant's servers. IT added two SQL databases and a virtual server infrastructure utilizing Cartegraph applications to accomplish this transition. IT staff spends approximately four additional hours per week administering these servers and applications.

Integrated Copying, Printing, and Scanning
In 2001, the copier machines were stand-alone copying units maintained on a service contract. Technology has evolved considerably so that the larger copying machines are also the workhorse printers, scanners, and fax units for employees. These machines are no longer stand-alone units, but essential parts of the city's business asset network. As a result, while mechanical maintenance is still provided by a service vendor, there are many day-to-day problems, configuration issues, and connectivity/ networking issues where IT staff provides front-line service.

Laserfiche Document Imaging
In the mid-2000's, the city began the process of digitally archiving data through the Laserfiche system. This system will ultimately allow the city to replace its paper files with digital files that can be accessed via the network. Five departments have scanning stations and the archive server has numerous sections, some available only to employees and others available to the public. IT is responsible for providing front-line support for the scanning stations and administering the server and database.

Point of Sales Systems
The city runs a variety of operations that make cash transactions. Long gone are the days of the traditional cash register. Instead, many of these operations use a computerized point of sales system with stations that function like a cash register. The city's fiber optic network allows more business units to add point of sales systems that are tied back to the Municipal Center. For example, the Liquor operation uses four stations at Store 1, two stations at Store 2, and four stations were added at Store 3 when it was built in 2008. Valleywood also added a point of sales system during this time. IT is responsible for providing front-line support to the stations and the servers and providing connectivity to these critical systems.

Video Production and Editing
In the 1990's and early 2000's, video production and editing was done with analog machines and video tapes. None of the equipment was IT supported because it wasn't done with computers. Technology has revolutionized video production and now video production, recording, editing, programming, and playback is all done almost entirely through a variety of computerized systems, all of which are maintained to some degree by IT staff. The city hosts the production and playback facilities for the three-city joint powers cable commission.

Wireless Access System
Just a few short years ago, the city had no wireless access. Now, internal and external demands for staff and public access to the Internet have led to a rapidly expanding wireless access system with 33 access points at 14 sites. As more departments utilize smart phones, tablets, and other wireless devices, the need for a more robust wireless access system will continue to grow. IT is responsible for implementing and maintaining this rapidly growing system.

Building Security and Surveillance Systems
In 2001, the only building with a computerized access system was the Police Facility. Today, ten facilities have card access systems linked to the server in the Municipal Center. In 2001, any video surveillance systems within the city were analog and were not maintained by IT. Today, seven facilities have video surveillance systems that utilize digital servers for recording and playback and two new sites are about to come on-line. Both of these systems are maintained to some degree by IT staff.

Automated Building Control Systems and Fire Alarm Controls
In 2001, the only building with computerized automated mechanical HVAC controls was the Municipal Center (City Hall portion). Today, six facilities have automated controls with three more scheduled to come on-line this fall. Most of the larger facilities also have fire alarm panels. These systems are accessed via the Internet and rely on IT for connectivity. Building automation is a rapidly growing field, but it is entirely dependent on connectivity to function. While IT staff does not maintain the end devices of such systems, they do maintain the communications network the systems rely upon. As a result, in most cases, when a vendor is contacted for a service call, they require assistance from IT staff if communications or connectivity is any part of the troubleshooting or solution.

Water and Sewer SCADA System
Public Works remotely monitors the water and sewer system through a SCADA system. IT provides support for two SCADA stations.

These are just some of the many computerized systems that the city has added in recent years that require IT support. Unfortunately, the decision to purchase and funding for the initial purchase is often made by individual departments. However, it is the IT staff which is responsible for providing the hours and human resources to maintain these systems and often to replace key elements of the system. The end result is that existing IT staff is increasingly overwhelmed by requests for service that it can't meet.

Sharing Information Publicly Through Wide Variety of Technologies
In mid-2001, the city was still using overhead slides and an overhead projector for Council meetings, committee meetings, and most staff meetings. Societal understanding of data sharing has been completely transformed since then. People now expect to be able to share and present digital information through a wide variety of mobile devices, mobile application, and Internet applications. Connecting this variety of devices and software with the city's presentation infrastructure often requires IT assistance. The city now has nine fixed expanded view presentation systems (either with projectors or large screen television monitors) with two more scheduled for implementation in the near future. The first call for assistance for any of these systems is to IT.

As society has changed its expectations regarding presentations, city staff has responded by incorporating more digital presentation media. Departments are no longer just doing simple text PowerPoint presentations, but are adding customized graphics, edited photos, video clips, and audio clips to their presentations. Many times, specialized non-standard software and the knowledge of that software are required to put these presentations together. It would be very costly and inefficient to have all staff members purchase the software licensing and train on the specialized software required for these tasks. IT has served as a central processing service, providing the software and expertise to meet these demands for the departments. The time spent meeting these types of requests is increasing rapidly.

More organizations are now turning to web-based seminars, conferencing, and meeting as a cost effective means to reach a large audience without incurring travel expense. A wide variety of applications and software are used to allow staff to participate in these on-line experiences. However, IT assistance is often required to install client software or create a login to make this happen.

The previous discussion was largely centered on the time required to provide on-going maintenance and support of existing assets. However, it is also important to consider the time required to implement and plan for new technology assets.

Delayed Project Implementation
As IT staff has struggled to keep up with the support and maintenance of existing technology, implementation of new technology has often been delayed. It is very difficult to prioritize an asset which is not currently in use by the organization when customers are making demands for assets which are already in use. A number of important new implementation projects have been delayed or are on-hold because IT has not had adequate staffing resources to keep up with demands. These include upgrading the VMWARE infrastructure operating system, the Sharepoint 2013 upgrade, the Exchange 2013 e-mail server replacement, and LAN/WAN infrastructure and hardware maintenance.

Each of these products has been identified because it offers an efficiency or benefit to the organization. However, without the adequate resources to devote to implementation, the city will not receive the benefit of the purchases it has made.

Foregone Strategic Planning
Good IT management requires strategic planning and collaboration to assist departments in identifying emerging technology tools that may create efficiencies and benefit the organization. In many cases, adoption of a new technology also requires modification to existing work processes or staffing assignments. Thus, it is important for IT management to have the time not only to research emerging technologies, but to work with the department heads to discuss the consequences and necessary operational changes needed to get the most from the new technology. This is not dissimilar to the community development function which is not only responsible for processing land use requests as they come in, but also for creating and maintaining the long-term zoning and comprehensive planning for the community as a whole. As the day-to-day support and maintenance requests have increased, IT staff has had little time to devote to strategic planning. This service has essentially disappeared. If a new position is added and the burden of day-to-day support can be removed from the manager position, the strategic planning can resume.

Staffing Model
The IT Division believes that a full-time position would best address the problems described above. As mentioned previously, the division currently uses a seasonal intern. Our interns have had relatively high skill general levels, but the scope of work the interns can do is generally limited by the fact that they simply can't learn enough of our unique systems in a single summer season. Our seasonal help has been mostly college students and one educator and several have left our employment early in order to accept full-time positions elsewhere.

Part-time labor has been considered, but staff does not believe it will yield the desired results. The city's needs equate to the work provided by a full-time position, not a single part-time position. In the Division's organizational structure, this position is planned to be the primary support for Help Desk and more general "break fix" response to the city's many users. The position would also help provide the on-call support for nights and weekends. This will free up existing staff to concentrate more on their planning, project implementation, and areas of specialization and expertise. Providing part-time help desk support for certain hours of the day or certain days of the week would not create the desired relief from general support responsibilities for the existing staff.

Staff does not believe a combination of part-time positions would adequately meet our needs. As described above, the city uses many specialized applications and systems. A "generic" IT

professional, even with much IT experience and knowledge, still requires a significant learning time to develop the necessary understanding of our systems and design. Staff believes we will not be successful in attracting the desired qualified applicants with the necessary skill levels who are interested in long-term part-time work. A fair amount of time will be needed to bring any new person up to speed with the city's unique mix of technologies. We can't afford to be investing large amounts of time into familiarization only to lose the person after a short period of time to a full-time job opportunity.

Staff has considered if this is an opportunity for a joint or shared service model, but does not believe that would provide the necessary level of support for our departments. The concept of joint IT services was explored in the High Performance Partnership (HiPP) project in 2004. While there are opportunities for joint efforts within IT, shared operational support staff was not an area that the HiPP proposed to pursue further. There are a number of significant challenges that do not make shared operational support efficient. Sharing cities would need to have closely aligned needs in order to mutually benefit from the shared employee. While cities may provide similar services, the ways in which this is accomplished can be slightly different or radically different. As the recent LOGIS software transition demonstrated, two cities can use the same public safety application, but if they provide it on different types of laptops connected with different communications hardware and use different communications services, the types of problems encountered and solutions to those problems can be vastly different. In addition, the challenges of prioritizing and sharing a single resource with on-call and fast response expectations can be significant.

Comparable Staffing Models

IT staff has surveyed other similar-sized and neighboring cities to compare their IT staffing levels with Apple Valley. It is important to keep in mind that no two cities have identical IT needs for a number of reasons. The scope of IT services and technologies supported can vary significantly from community to community. Some cities rely more on externally hosted or shared services in which support may be provided externally. Some communities provide IT services to on-call firefighters and some part-time or seasonal employees, while others may only provide IT services to full-time employees. However, Apple Valley appears to have a smaller IT staff than most other Metro cities to which we typically compare ourselves. The table below provides a rough metric of login users to IT staff members.

Year-Round IT Support Staff for Selected Metropolitan Communities

City	IT Staff	Login Users	User/IT Ratio
Blaine	6	226	37.7
Burnsville	7	400	57.1
Woodbury	6	360	60.0
Maple Grove	6	375	62.5
Edina	6	480	80.0
Minnetonka	4	350	87.5
Eagan	5	450	90.0
Lakeville	3	275	91.7
Apple Valley	3	314	104.7

Future Provision of Service if Additional Staff is not Provided

We are rapidly approaching a break point, where the city will need to make conscious decisions on how it will reduce its IT service levels in an effort to manage the increasing demand for IT services.

The short-term default option has been to essentially eliminate strategic planning and delay implementation of new projects. While this may be acceptable in the short-term, it will be very harmful to the city in the long-term. Technology is evolving rapidly and nearly as rapidly has the potential to revolutionize our operations with efficiency if we have the opportunity to harness it correctly. However, this takes time and resources to identify and implement. For our long-term success, we need to devote necessary time and resources to new means of increasing efficiency.

Another option is to place a moratorium on all new department purchases of systems maintained by IT. This option would prioritize our existing technologies at the expense of gaining greater efficiencies from new technology. Again, this too is a short-term solution that will hurt the city in the long-term.

A third option is to prioritize the assets which we currently maintain and essentially stop providing maintenance on older technology assets that we want to phase out. This is not dissimilar to what software companies do with support of older products. However, there will most definitely be a cost to the city in terms of lost productivity and lost staff time as departments are no longer able to receive support for technologies which may be dated, but are still a functional and important part of our operations. This may include decentralizing support of those products so that individual departments train and make their own department members responsible for maintenance. This would be inefficient as the necessary skill sets are not found in most other department staffs and would likely become problematic in that non-IT staff usually has insufficient resources required to maintain technology-related systems.

Conclusion

The city is growing increasingly dependent on technology to help make operations in all departments more efficient and to help us continue to offer services with reduced staffing resources. But for us to best use that technology for the benefit of all, we need to invest in critical staffing to plan, implement, and maintain the technology.

The IT staff levels have remained constant for the past decade, while user demands and supported technologies have increased at a very rapid rate. IT staff has made its best efforts to accommodate the growing needs, but is no longer able to make the accommodation without a significant reduction in service to another area. The city needs to decide if it wants to continue to invest in new technologies and efficiencies or if it prefers to devote its resources to maintaining and supporting older technologies which are still in use by departments, but may not provide the types of efficiencies that could be gained with new technology.

The IT Division recommends that the city continue to support existing technologies as needed while also planning and embracing new technologies that can increase efficiency by adding an additional support position.

CITY OF APPLE VALLEY
RESOLUTION NO. 2013-

RESOLUTION ADOPTING 2014 PROPOSED BUDGETS AND TAX LEVY

WHEREAS, the City Council reviewed the proposed 2014 operating budget on August 22nd and on November 7, 2013 as set forth in Exhibit A of this resolution; and

WHEREAS, the Council desires to adopt the operating budgets for management purposes; and

WHEREAS, the Minnesota Statutes require the certification of the Proposed Budget and Tax Levy for taxes payable in 2014 by December 30, 2013, 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 2014 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 2014 scheduled levy for the 2012 GO Refunding Bonds is hereby reduced by $975,000 and a transfer in the amount of $960,000 is approved from the Future Capital Projects Fund to the 2004/2012 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 2014, upon the taxable property in the City of Apple Valley for the following purposes:

General Purposes:	$18,559,496
Annual Street Maintenance Program	2,855,000
Debt Levy:	
Market Value Based:	
GO. Refunding Bonds 2004/2012	-0-
GO Park Bonds 2007 (2013a refunding)	405,000
GO Park Bonds 2008 (2013a refunding)	390,000
GO Park Bonds 2011	89,000
	884,000
Tax Capacity Based:	
GO Equipment Certificates 2010	117,000
GO Equipment Certificates 2012	178,000
Rec facility Bonds of 2004	121,000
Special Assessments – Eastview Storm Sewer	12,504
	428,504
	$ 22,727,000

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 12th day of December, 2013.

_____
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

8/12/13

	2009	2010 Final	2011 Final	2012 Final	2013	2014
GENERAL LEVIES						
General Fund	19,839,050	18,127,177	17,860,000	17,897,000	18,164,570	18,359,496
Annual Street Maintenance Program		1,660,000	1,598,000	1,675,000	2,755,000	2,855,000
MVHC Provided to Residents - Anticipated	540,266	1,050,000	1,120,000			
Ice Arena Support						
Delinquency allowance	22,000	122,000	200,000	400,000	200,000	200,000
Fire Relief	254,153	-				
TOTAL GENERAL LEVIES	20,655,469	20,959,177	20,778,000	19,972,000	21,119,570	21,414,496
DEBT LEVIES						
Equipment Certificates:						
Equip cert of 2005 - $400,000	112,500	-	-	-	-	-
Equip cert of 2006 - $860,000	123,000	123,000	123,000	-	-	-
Eq Cert of 2010 Refunding 2010a				117,000	117,000	117,000
Equip cert of 2012 - $900,000 (Assumed) (5&10 years at 2%)					178,000	178,000
	235,500	123,000	123,000	117,000	295,000	295,000
Gross Revenue Bonds (Tax Capacity Based)						
Arena Revenue Bond of 2004 $1,015,000	120,000	125,000	120,000	120,000	121,000	121,000
(refunded Ice Arena Bonds of 1995 -$1,435,000)						
GO IMPROVEMENT BONDS (ASSESSMENTS)						
Eastview Park - 140th Street	8,896	8,384				
Eastview Park - Storm Sewer	16,866	15,993	15,000	14,249	12,376	12,504
	25,762	24,377	15,000	14,249	12,376	12,504
General Obligation Bonds (Market Value based)						
GO Refunding Bonds of 2004 $8,040,000 Park	-	835,000	860,000	885,000	redirected	
(refunded 1997 Park Bonds - $8,370,000)					to annual	
GO Refunding Bonds of 2004 $615,000 Cemetery	-	68,000	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 1997 - $8,370,000	860,000	-				
Cemetery Bonds of 1997 - $795,000	71,000	-				
Park Bonds of 2011				87,000	88,000	89,000
Park Bonds of 2007 - $6,400,000	335,000	365,000	380,000	390,000	395,000	405,000
Park Bonds of 2008 - $6,685,000	325,000	340,000	355,000	370,000	380,000	390,000
Total G.O. MV Based	1,591,000	1,608,000	1,664,000	1,802,000	863,000	884,000
TOTAL DEBT LEVY	1,972,262	1,880,377	1,922,000	2,053,249	1,291,376	1,312,504
TOTAL LEVY	22,627,731	22,839,554	22,700,000	22,025,249	22,410,946	22,727,000
Increase in Net Levy	7.8%	0.936%	-0.611%	-2.972%	1.8%	1.4%

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

	2009	2010	2011	2012	2013	2014
Total Gross Levy:	22,627,731	22,839,554	22,700,000	22,025,249	22,410,946	22,727,000
Less Delinquency allowance	(22,000)	(122,000)	(200,000)	(400,000)	(200,000)	(200,000)
Less MVHC provided to residents	(540,266)	(1,050,000)	(1,120,000)	-	-	-
Property Tax Levy Available for Operations	22,065,465	21,667,554	21,380,000	21,625,249	22,210,946	22,527,000
Less Amounts allocated to other funds						
Fire Relief	(254,153)	-	-	-	-	-
Ice Arena Support						
Annual Street Maintenance Program		(1,660,000)	(1,598,000)	(1,675,000)	(2,755,000)	(2,855,000)
Less Amounts for Debt Service						
Equipment Certificates;	(235,500)	(123,000)	(123,000)	(117,000)	(295,000)	(295,000)
Ice Arena Bonds	(120,000)	(125,000)	(120,000)	(120,000)	(121,000)	(121,000)
Special Assessment Bonds	(25,762)	(24,377)	(15,000)	(14,249)	(12,376)	(12,504)
Market Value based Park & Cemetery Bonds	(1,591,000)	(1,608,000)	(1,664,000)	(1,802,000)	(863,000)	(884,000)
Amounts of Levy for General Fund	19,839,050	18,127,177	17,860,000	17,897,000	18,164,570	18,359,496
increase (decrease) from prior year		(1,711,873)	(267,177)	37,000	267,570	194,926

Apple Valley

Notes:

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City of Apple Valley
Tax Capacity &
Tax Extension Rate Calculation

With Updated Fiscal Disparities Distribution Amounts

				2/19/2013	8/12/2013	8/15/2013
	2010	2011	2012	2013	2014	2014
	Final	Final	Final - Final	Final - Final	Prelim 2014	Prelim 2014 with Fiscal Disparity
A. REFERENDA Market Value (1000's)	4,770,160	4,432,554	4,323,035	4,068,568	4,163,700	4,163,700
		-7.08%	-2.47%	-5.89%	1.82%	2.34%
B. VALUES						
1. Value	54,306,053	50,538,618	46,491,474	43,625,752	44,795,570	44,795,570
2. Fiscal Disp Loss	(4,786,935)	(4,742,967)	(4,416,654)	(4,332,386)	(4,093,738)	(4,093,738)
		-0.9%		-1.9%	-5.5%	-5.5%
3. Tax Increment	(3,269,773)	(3,000,191)	(2,624,172)	(1,208,647)	(1,304,000)	(1,304,000)
MV Exclusion						
4. RATE VALUE	46,249,345	42,795,460	39,450,648	38,084,719	39,397,832	39,397,832
5. Fiscal Disp Gain	7,532,285	7,262,899	6,656,688	6,362,806	6,362,806	6,362,806
		-3.6%	-8%	-4%	-4%	0%
6. Value With FD	53,781,630	50,058,359	46,107,336	44,447,525	45,760,638	45,760,638
		-6.92%	-7.89%	-3.60%	2.20%	2.95%
C. TAX DOLLARS						
1. Fiscal Disp Adjustment	2,793,422	2,895,000	2,821,637	2,806,634	2,660,634	3,009,083
2. HACA Aid						
3. City Levy	18,438,132	18,141,000	17,401,612	18,741,312	19,182,366	18,833,917
4. Tax Levies - Gross	21,231,554	21,036,000	20,223,249	21,547,946	21,843,000	21,843,000
D. RATES						
1. Fiscal (C1/B5)	37.086%	39.860%	42.388%	44.110%	41.815%	47.292%
2. City Levy (C3/B4)	39.86680%	42.39001%	44.10983%	49.2095%	48.68889%	47.80445%
E. MARKET VALUE DOLLAR/RATE						
1. City Dollar Levy	1,608,000	1,664,000	1,802,000	863,000	884,000	884,000
2. City Rate (E1/A)	0.033710%	0.037540%	0.04168%	0.02121%	0.02123%	0.02123%
Tax Capacity Levy	21,231,554	21,036,000	20,223,249	21,547,946	21,843,000	21,843,000
MV Levy	1,608,000	1,664,000	1,802,000	863,000	884,000	884,000
	22,839,554	22,700,000	22,025,249	22,410,946	22,727,000	22,727,000
					1.41%	1.41%

RECONCILIATION OF TAX DOLLARS GENERATED - Pay 2014

	tax capacity based	*MV based*	*total*
Tax Dollars Generated			
Target Tax Cap Ext rate	47.804%	0.021231%	
total Tax Capacity (excluded TCV contributed to FD pool & & TIF Captured	39,397,832	4,163,700,000	
Gross tax Dollars generated	18,833,917	884,000	19,717,917
Add Fiscal Disparity distribution rec'd from pool	3,009,083		3,009,083
	21,843,000	884,000	22,727,000

Recap of Fiscal Disparities	2010	2011	2012	2013	2014	2014
Tax Capacity (tax base) Contributed to P(	4,786,935	4,742,967	4,416,654	4,332,386	4,093,738	4,093,738
FD Distribution Dollars Received from Po	2,793,422	2,895,000	2,821,637	2,806,634	2,660,634	3,009,083
tax dollars as % of tax base contributed	58.4%	61.0%	63.9%	64.8%	65.0%	73.5%

TAX IMPACT FOR PROPERTY WITH VALUE INCREASING 3.28% (the median increase for AV)

Year	2013	2014	City Change
	New Market Value Exclusion	New Market Value Exclusion	13 to '14
Market Value	186,000	192,100	3.28%
Market Value - Exclusion MV	(20,500)	(19,951)	
Taxable MV	165,500	172,149	
Tax Capacity	1655	1721	
Tax Capacity Rates:			
City	49.210%	47.804%	
City Ref.	0.021%	0.02123%	
Total	49.231%	47.826%	
Property Taxes:			
City	814.42	822.71	8.29
City Ref.	39.45	40.78	1.33
M V Homestead Cr		-	-
Total	853.87	863.49 $	9.62
		Operation	0.97%
		Debt	0.16%
		Total	1.13%

TAX IMPACT FOR PROPERTY WITH MEDIAN VALUE INCREASING 6 %

Year	2013	2014	City Change
	New Market Value Exclusion	New Market Value Exclusion	13 to '14
Market Value	186,000	197,160	6.00%
Market Value - Exclusion MV	(20,500)	(19,496)	
Taxable MV	165,500	177,664	
Tax Capacity	1655	1777	
Tax Capacity Rates:			
City	49.210%	47.804%	
City Ref.	0.021%	0.02123%	
Total	49.231%	47.826%	
Property Taxes:			
City	814.42	849.49	35.07
City Ref.	39.45	41.86	2.41
M V Homestead Cr			-
Total	853.87	891.35 $	37.48
		Operation	4.11%
		Debt	0.28%
		Total	4.39%

TAX IMPACT FOR PROPERTY WITH SPECIFIC VALUE CHANGES (230,000 home value that INCREASED 3.28%

Year	2013	2014	City Change
	New Market Value Exclusion	New Market Value Exclusion	13 to '14
Market Value	222,700	230,000	3.28%
Market Value - Exclusion MV	(17,197)	(16,540)	
Taxable MV	205,503	213,460	
Tax Capacity	2055	2135	
Tax Capacity Rates:			
City	49.210%	47.804%	
City Ref.	0.021%	0.02123%	
Total	49.231%	47.826%	
Property Taxes:			
City	1,011.26	1,020.63	9.37
City Ref.	47.24	48.83	1.59
M V Homestead Cr			-
Total	1,058.50	1,069.46	$ 10.96
		Operation	0.89%
		Debt	0.15%
		Total	1.04%

TAX IMPACT FOR PROPERTY WITH SPECIFIC VALUE CHANGES (230,000 home value that increased 6%)

Year	2013	2014	City Change
	New Market Value Exclusion	New Market Value Exclusion	13 to '14
Market Value	**216,990**	**230,000**	6.00%
Market Value - Exclusion MV	(17,711)	(16,540)	
Taxable MV	199,279	213,460	
Tax Capacity	1993	2135	
Tax Capacity Rates:			
City	49.210%	47.804%	
City Ref.	0.021%	0.02123%	
Total	49.231%	47.826%	
Property Taxes:			
City	980.75	1,020.63	39.88
City Ref.	46.03	48.83	2.80
M V Homestead Cr			-
Total	1,026.78	1,069.46	$ 42.68
		Operation	3.88%
		Debt	0.27%
		Total	4.16%

Apple Valley

Notes:

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ALL FUNDS BUDGET SUMMARY

CITY OF APPLE VALLEY, MINNESOTA
2014 Operating Budget Summary

Exhibit A

Revenues:	General Fund	Other Funds: Equipment Cert Fund	Other Funds: Cable TV Joint Powers Fund	Other Funds: Cable TV Capital Projects PEG Fund	Other Funds: EDA Operations Fund	Other Funds: Road Improvement Fund	Other Funds: Future Capital Projects	Other Funds: Vehicle Replacement Fund	Enterprise Funds	Total Budgeted Funds 2014
Property tax- Current & Delinq Net	$ 18,572,496	$ -	$ -	$ -	$ -	$ 2,855,000	$ -	$ -	$ 121,000	$ 21,548,496
Franchise & other taxes	450,000	-	71,000	100,000	-	-	-	-	-	621,000
Special assessments	14,000	-	-	-	-	-	-	-	-	14,000
Licenses	167,275	-	-	-	-	-	-	-	-	167,275
Permits	671,600	-	-	-	-	-	-	-	-	671,600
Intergovernmental	701,381	-	-	-	-	2,090,000	-	-	260,000	3,051,381
Charges for services	1,785,176	-	90,868	-	-	-	-	-	22,589,400	24,465,444
Fines and penalties	284,000	-	-	-	-	-	-	-	-	284,000
Investment earnings	160,000	3,900	2,000	3,750	14,200	-	174,200	1,440	298,950	658,440
Other Revenues	190,000	122,000	13,017	-	-	-	50,000	30,000	156,000	561,017
Rentals	475,600	-	-	-	-	-	-	-	-	475,600
Use of Reserves	-	-	-	-	-	-	-	-	-	-
Admin Charges to other funds	810,000	-	-	-	-	-	-	470,932	-	1,280,932
Subtotal before transfers & debt	24,281,528	125,900	176,885	103,750	14,200	4,945,000	224,200	502,372	23,425,350	53,799,185
Debt Issued	-	691,000	-	-	-	-	-	-	-	691,000
Transfers In	1,200,000	-	20,000	-	-	1,225,000	-	96,000	-	2,541,000
Total revenues	25,481,528	816,900	196,885	103,750	14,200	6,170,000	224,200	598,372	23,425,350	57,031,185
Expenditures:										
Salaries & Wages	13,273,867		128,902	-					2,835,269	16,238,038
Social Security (FICA & Medicare)	678,454		9,770	-					216,410	904,634
PERA	1,263,723		9,185	-					184,325	1,457,233
Provided Insurance	1,945,266		26,766	-					382,417	2,354,449
Other Benefits (Work Comp,etc)	332,842		512	-					54,848	388,202
Total Personal Service	17,494,152	-	175,135	-	-	-	-	-	3,673,269	21,342,556
Supplies	1,406,939	-	3,250	840	-	-	-	-	507,255	1,918,284
Contractural Services	2,783,495	-	2,800	19,950	-	525,000	-	-	536,538	3,867,783
Utilities	621,603	-	-	-	-	-	-	-	726,745	1,348,348
Repairs & Maintenance	362,961	-	4,000	380	-	-	-	-	464,160	831,501
Travel, Training, Dues	502,812	-	8,200	-	30,100	-	-	-	50,836	591,948
Other Expenditures	1,324,224	20,000	3,500	-	52,500	-	-	-	3,234,570	4,634,794
Miscellaneous	-	-	-	-	-	-	-	-	171,500	171,500
Items for Resale	77,200	-	-	-	-	-	-	-	7,541,100	7,618,300
Capital Outlay	908,142	793,500	-	250,000	-	5,993,000	-	297,750	3,544,300	11,786,692
Depreciation	-	-	-	-	-	-	-	340,500	2,590,265	2,930,765
Admin Fees	-	-	-	-	-	-	-	-	370,000	370,000
Debt Service	-	-	-	-	-	-	-	-	1,459,815	1,459,815
Subtotal before transfers	25,481,528	813,500	196,885	271,170	82,600	6,518,000	-	638,250	24,870,353	58,872,286
Transfers Out	-	-	-	20,000	-	-	960,000	-	1,450,000	2,430,000
Total expenditures	25,481,528	813,500	196,885	291,170	82,600	6,518,000	960,000	638,250	26,320,353	61,302,286
Revenues over (under) expenditures	-	3,400	-	(187,420)	(68,400)	(348,000)	(735,800)	(39,878)	(2,895,003)	(4,271,101)

CITY OF APPLE VALLEY, MINNESOTA
2014 Operating Budget Summary - Enterprise Funds

Exhibit A

	Enterprise Funds							2014
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
Franchise & other taxes	-	-	-	-	-	-	-	-
Special assessments	-	-	-	-	-	-	-	-
Licenses	-	-	-	-	-	-	-	-
Permits	-	-	-	-	-	-	-	-
Intergovernmental	-	-	-	260,000	-	-	-	260,000
Charges for services	9,395,000	1,311,500	9,330,000	490,300	1,495,000	479,600	88,000	22,589,400
Fines and penalties	-	-	-	-	-	-	-	-
Investment earnings	34,500	3,000	220,000	-	32,000	450	9,000	298,950
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	9,429,500	1,314,500	9,685,000	885,300	1,532,000	480,050	99,000	23,425,350
Debt Issued	-	-	-	-	-	-	-	-
Transfers In	-	-	-	-	-	-	-	-
Total revenues	9,429,500	1,314,500	9,685,000	885,300	1,532,000	480,050	99,000	23,425,350
Expenditures:								
Wages & Salaries	715,722	497,343	1,141,056	355,986	119,042	-	6,120	2,835,269
Social Security (FICA & Medicare)	54,753	38,046	87,317	26,717	9,107	-	470	216,410
PERA	51,890	20,832	80,435	22,087	8,631	-	450	184,325
Provided Insurance	88,955	49,393	204,549	18,175	21,345	-	-	382,417
Other Benefits (Work Comp,etc)	12,134	5,909	28,912	5,816	2,042	-	35	54,848
	923,454	611,523	1,542,269	428,781	160,167	-	7,075	3,673,269
Supplies	27,750	121,000	286,030	38,350	15,000	8,000	11,125	507,255
Contractural Services	37,553	39,500	237,440	50,940	113,180	27,000	30,925	536,538
Utilities	61,450	36,000	431,405	135,000	12,800	48,480	1,610	726,745
Repairs & Maintenance	38,295	19,000	316,065	34,000	55,700	-	1,100	464,160
Travel, Training, Dues	11,666	12,500	21,775	2,600	1,025	-	1,270	50,836
Other Expenditures	242,325	57,860	2,902,260	15,190	6,500	1,900	8,535	3,234,570
Miscellaneous	134,500	17,000	20,000	-	-	-	-	171,500
Items for Resale	6,952,300	175,000	10,000	-	-	403,800	-	7,541,100
Capital Outlay	177,000	211,000	1,983,300	65,000	1,108,000	-	-	3,544,300
Depreciation	143,600	170,100	1,634,000	148,500	475,000	-	19,065	2,590,265
Admin Fees	-	-	370,000	-		-	-	370,000
Debt Service	261,850	14,715	761,000	120,250	302,000	-	-	1,459,815
Subtotal before transfers	9,011,743	1,485,198	10,515,544	1,038,611	2,249,372	489,180	80,705	24,870,353
Transfers Out	600,000	-	600,000	-	250,000	-	-	1,450,000
Total expenditures	9,611,743	1,485,198	11,115,544	1,038,611	2,499,372	489,180	80,705	26,320,353
Revenues over (under) expenditures	(182,243)	(170,698)	(1,430,544)	(153,311)	(967,372)	(9,130)	18,295	(2,895,003)
Addback:								
Principal Portion Debt Service inc above	150,000	-	333,200	115,000	230,000			828,200
Capital outlay above - not an expense	177,000	211,000	1,983,300	65,000	1,108,000	-	-	3,544,300
Net Income	144,757	40,302	885,956	26,689	370,628	(9,130)	18,295	1,477,497

Apple Valley

Notes:

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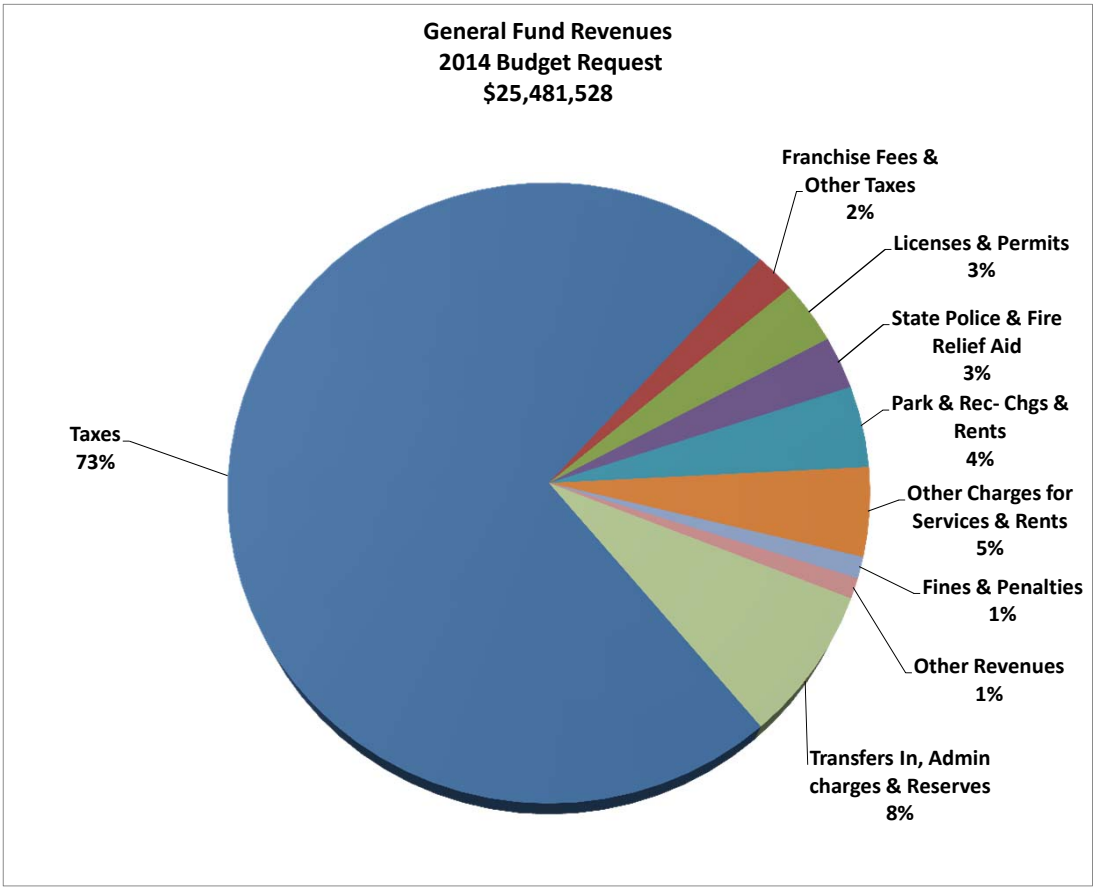
2013 GENERAL FUND
REVENUE BUDGET SUMMARY

	2010 Actual	2011 Orig. Budget as Amended	2011 Actual	2012 Actual	2012 Adopted Budget	2013 Recommended / Preliminary Budget	2013 Adopted Budget	2014 Preliminary
Tax Revenue	$ 18,293,749	$ 18,073,000	$ 18,008,873	$ 18,164,799	$ 18,110,000	$ 18,657,570	$ 18,377,570	$ 18,572,496
Other Taxes	36,314	35,000	77,915	78,654	74,000	88,019	88,019	90,019
Franchise Fees	564,663	450,000	583,782	450,000	450,000	450,000	450,000	450,000
Special Assessments	15,637	5,000	18,865	24,925	14,000	14,000	14,000	14,000
Licenses	143,840	149,520	179,444	150,811	153,550	154,900	154,900	167,275
Permits	875,007	452,000	616,872	885,815	526,000	616,800	616,800	671,600
Intergovernmental Revenue	575,967	528,831	583,756	669,124	571,389	582,997	582,997	701,381
Charges for Service - Recreation	919,928	931,000	901,948	936,294	965,000	954,000	954,000	950,000
Charges for Service - General Government	45,321	286,925	293,541	616,242	546,046	569,557	569,557	615,000
Charges for Service - Public Safety	223,669	206,700	215,766	227,851	176,179	208,670	208,670	220,176
Rentals Park / Rec Facilities	114,278	119,000	105,599	122,172	129,000	127,000	127,000	130,000
Rentals Other	398,553	340,700	325,853	357,530	330,500	340,600	340,600	345,600
Fines & Penalties	268,374	315,000	288,946	279,089	279,450	282,000	282,000	284,000
Other Revenues	583,853	300,000	556,421	350,538	260,000	260,000	260,000	259,981
Admin charge to other funds	770,000	811,200	828,999	713,172	811,200	820,000	820,000	810,000
Transfer In	1,085,000	1,125,000	1,125,000	1,125,000	1,125,000	1,125,000	1,125,000	1,200,000
Other Use of Reserves	-	-	-	-	-	-	167,546	-
	$ 24,914,153	$ 24,128,876	$ 24,711,580	$ 25,152,016	$ 24,521,314	$ 25,251,113	$ 25,138,659	$ 25,481,528
	-	-		-				



2013 GENERAL FUND REVENUE ACCOUNT DETAIL

Company	Business Unit	Object Account	Account Description	2010 Actual	2011 Orig. Budget as Amended	2011 Actual	2012 Adopted Budget
01000	1001	4010	TAXES-CURRENT AD VALOREM	17,972,204	17,860,000	17,843,197	17,897,000
01000	1001	4010	TAXES-CURRENT AD VALOREM- Fire Relief	-	-	-	-
01000	1001	4011	TAXES-DELINQUENT AD VALOREM	305,349	200,000	158,217	200,000
01000	1001	4013	MV HOMESTEAD CREDIT REVENUE	-	-	-	-
01000	1001	4014	TAXES-MOBILE HOME	16,196	13,000	7,459	13,000
			Tax Revenue	18,293,749	18,073,000	18,008,873	18,110,000
1000	1001	4015	PILOT - AUGUSTANA			39,249	39,000
01000	1001	4020	GRAVEL TAX	36,314	35,000	38,666	35,000
			Other Taxes	36,314	35,000	77,915	74,000
01000	1001	5335	CABLE FRANCHISE FEE	564,663	450,000	583,782	450,000
01000	1001	5415	FROM WATER/SEWER FUND	-	-	-	-
			Franchise Fees	564,663	450,000	583,782	450,000
01000	1001	5030	ASSESSMENT INTEREST NEXT YEAR	-	-	-	-
01000	1001	5045	ASSESSMENT NEW LEVY COLL BY AV	5,920	5,000	4,008	5,000
01000	1001	5056	SA COLL BY DAK CTY-DELINQUENT	9,226	-	9,310	9,000
01000	1001	5078	ESCROW PROJECT COSTS	-	-	5,100	-
01000	1001	5058	SA PEN & INT COLL BY DAK CTY	491	-	447	-
			Special Assessments	15,637	5,000	18,865	14,000
01000	1001	4030	LICENSE-TOBACCO	1,675	8,000	11,710	11,440
01000	1001	4031	LICENSE-TRASH COLLECTION	6,250	4,700	5,513	5,600
01000	1001	4032	LICENSE-DOG (public safety)	5,075	7,000	4,596	5,000
01000	1001	4032	LICENSE-KENNEL	120	120	-	-
01000	1001	4033	LICENSE-FUEL	11,400	12,000	12,060	12,660
01000	1001	4034	LICENSE-LIQUOR / WINE	94,755	103,000	96,590	94,280
01000	1001	4035	LICENSE-BEER ON & OFF	9,735	6,000	25,230	5,840
01000	1001	4036	LICENSE-TRANSIENT MERCHANT	9,675	4,000	9,800	8,500
01000	1001	4037	LICENSE-VENDING MACHINES	2,190	2,000	1,860	1,905
01000	1001	4038	LICENSE-MASSAGE THERAPY			7,800	5,600
01000	1001	4049	LICENSE-OTHER	2,965	2,700	4,285	2,725
			Licenses	143,840	149,520	179,444	153,550
01000	1001	4060	PERMIT-BUILDING PERMIT	479,110	340,000	331,961	400,000
01000	1001	4061	PERMIT-GRADING	4,125	-	4,198	-
01000	1001	4062	PERMIT-GRAVEL OPERATION	9,600	8,000	9,750	8,000
01000	1001	4063	PERMIT-HEATING	77,931	40,000	43,622	44,000
01000	1001	4065	PERMIT-PLUMBING	82,923	45,000	51,825	55,000
01000	1001	4066	PERMIT-SIGNS & BILLBOARDS	5,352	7,000	4,235	7,000
01000	1001	4067	PERMIT-UTILITY INSTALLATION	12,619	10,000	5,812	10,000
01000	1001	4070	PERMIT-SP INSP/REINSP FEE	280	-	765	-
01000	1001	4071	TEMP CERTIFICATE OF OCCUPANCY	-	-	-	-
01000	1001	4072	STATE SURTAX COLLECTED	(2)	-	70	-
01000	1001	4073	PERMIT-BUILDING PLAN REVIEW	176,716	-	78,323	-
01000	1001	4074	PERMIT FEES-ROW	2,255	-	2,301	-
01000	1001	4075	PERMIT-FIRE ALRM/SPRINKLER	14,271	-	6,963	-
01000	1001	4099	PERMIT-OTHER	2,729	2,000	3,135	2,000
01000	1001	4911	WATER SERVICE PERMIT			-	
01000	1001	4915	SEWER SERVICE PERMIT			-	
01000	1001	4924	ELECTRICAL INSPECTION PERMIT			73,468	
01000	1001	4923	COMMCL WTR/SWR PERMIT	7,098	-	444	-

2013 GENERAL FUND REVENUE ACCOUNT DETAIL

(continued)

Object Account	Account Description	2012 Actual	2013 Adopted Budget	2013 Year End Projected	2014 Budget Request	2014 Budget Recommend
4010	TAXES-CURRENT AD VALOREM	18,049,843	18,164,570	18,164,570	18,301,496	18,359,496
4010	TAXES-CURRENT AD VALOREM- Fire Relief	-	-	-	-	-
4011	TAXES-DELINQUENT AD VALOREM	80,680	200,000	200,000	200,000	200,000
4013	MV HOMESTEAD CREDIT REVENUE	-	-	-	-	-
4014	TAXES-MOBILE HOME	34,276	13,000	13,000	13,000	13,000
	Tax Revenue	18,164,799	18,377,570	18,377,570	18,514,496	18,572,496
4015	PILOT - AUGUSTANA	42,215	50,019	50,019	50,019	50,019
4020	GRAVEL TAX	36,439	38,000	38,000	40,000	40,000
	Other Taxes	78,654	88,019	88,019	90,019	90,019
5335	CABLE FRANCHISE FEE	450,000	450,000	450,000	455,000	450,000
5415	FROM WATER/SEWER FUND	-	-	-	-	-
	Franchise Fees	450,000	450,000	450,000	455,000	450,000
5030	ASSESSMENT INTEREST NEXT YEAR	-	-	-	-	-
5045	ASSESSMENT NEW LEVY COLL BY AV	4,081	5,000	5,000	5,000	5,000
5056	SA COLL BY DAK CTY-DELINQUENT	22,731	9,000	9,000	9,000	9,000
5078	ESCROW PROJECT COSTS	(5,100)	-			
5058	SA PEN & INT COLL BY DAK CTY	3,213	-	-	-	-
	Special Assessments	24,925	14,000	14,000	14,000	14,000
4030	LICENSE-TOBACCO	605	9,000	110	12,045	12,045
4031	LICENSE-TRASH COLLECTION	5,300	5,600	5,300	5,300	5,300
4032	LICENSE-DOG (public safety)	5,828	5,000	5,000	5,000	5,000
4032	LICENSE-KENNEL	-	-	-	-	-
4033	LICENSE-FUEL	12,780	12,000	12,900	12,900	12,900
4034	LICENSE-LIQUOR / WINE	97,318	99,000	112,920	109,520	109,520
4035	LICENSE-BEER ON & OFF	6,195	5,800	5,650	5,650	5,650
4036	LICENSE-TRANSIENT MERCHANT	10,675	8,600	7,000	7,000	7,000
4037	LICENSE-VENDING MACHINES	1,815	1,900	1,815	1,815	1,815
4038	LICENSE-MASSAGE THERAPY	7,375	6,000	5,200	5,200	5,200
4049	LICENSE-OTHER	2,920	2,000	2,805	2,845	2,845
	Licenses	150,811	154,900	158,700	167,275	167,275
4060	PERMIT-BUILDING PERMIT	452,119	418,000	465,000	430,000	460,000
4061	PERMIT-GRADING	9,238	-	-	-	-
4062	PERMIT-GRAVEL OPERATION	9,600	9,600	-	9,600	9,600
4063	PERMIT-HEATING	63,819	44,000	50,000	44,000	50,000
4065	PERMIT-PLUMBING	78,175	53,000	60,000	53,000	53,000
4066	PERMIT-SIGNS & BILLBOARDS	4,776	7,000	-	7,000	7,000
4067	PERMIT-UTILITY INSTALLATION	11,816	6,000	6,000	6,000	6,000
4070	PERMIT-SP INSP/REINSP FEE	537	-	-	-	-
4071	TEMP CERTIFICATE OF OCCUPANCY	-	-	-	-	-
4072	STATE SURTAX COLLECTED	3,417	-	-	-	-
4073	PERMIT-BUILDING PLAN REVIEW	149,957	-	-	-	-
4074	PERMIT FEES-ROW	13,584	-	-	-	-
4075	PERMIT-FIRE ALRM/SPRINKLER	5,968	-	-	-	-
4099	PERMIT-OTHER	3,636	2,000	2,000	2,000	2,000
4911	WATER SERVICE PERMIT	1,385	3,000	-		
4915	SEWER SERVICE PERMIT	1,443	3,000	-		
4924	ELECTRICAL INSPECTION PERMIT	76,345	71,200	95,000	71,200	84,000
4923	COMMCL WTR/SWR PERMIT	-	-	-	-	-

2013 GENERAL FUND REVENUE ACCOUNT DETAIL

Company	Business Unit	Object Account	Account Description	2010 Actual	2011 Orig. Budget as Amended	2011 Actual	2012 Adopted Budget
			Permits	875,007	452,000	616,872	526,000
01000	1001	4110	STATE GRANTS (PERA & Perf Measurement)	36,095		42,967	43,000
01000	1001	4120	AID-LOCAL GOVERNMENT	-	-	-	-
01000	1001	4130	AID-FIRE # - see note	182,389	178,831	179,993	182,389
01000	1001	4140	AID-STATE POLICE	330,917	330,000	322,628	330,000
01000	1001	4150	GRANTS - OTHER - Fire MBFTE Training	4,000	-	9,133	-
01000	1001	4150	GRANTS - OTHER - Community Development	5,000	-	-	-
01000	1001	4150	GRANTS - OTHER - General Government	-	-	-	-
01000	1001	4150	GRANTS - OTHER - Public Works	-	-	-	-
01000	1001	4141	GRANTS - OTHER - Misc Pub Safety	-	-	10,606	-
01000	1001	4141	GRANT - Fire - Training officer				
01000	1001	4150	GRANTS - OTHER - Recreation	-	-	250	-
01000	1001	4150	GRANTS-OTHER GOVT UNITS (Post board Aid)	17,566	20,000	18,179	16,000
			Intergovernmental Revenue	575,967	528,831	583,756	571,389
01000	1001	4310	REDWOOD PUBLIC SWIMMING	27,258	20,000	26,369	20,000
01000	1001	4311	REDWOOD SWIMMING LESSONS	16,954	15,000	20,506	15,000
01000	1001	4312	REDWOOD CONCESSIONS	6,545	6,000	5,882	6,000
01000	1001	4330	SWIM CENTER REVENUE	521,769	500,000	481,376	534,000
01000	1001	4331	SWIM CENTER CONCESSION	87,056	90,000	101,156	90,000
01000	1001	4350	SUMMER PLAYGROUND ACTIVITIES	6,425	7,000	7,507	7,000
01000	1001	4351	PRE SCHOOL PROGRAMS	22,430	20,000	26,821	20,000
01000	1001	4352	TEEN PROGRAMS	-	2,000	-	2,000
01000	1001	4353	PUPPET WAGON	-	-	-	-
01000	1001	4354	COACHING CERTIFICATION	-	-	-	-
01000	1001	4355	RECREATION USER FEES	41,369	58,000	53,642	58,000
01000	1001	4356	RECREATION LEAGUE ENTRY FEES	160,796	175,000	153,237	175,000
01000	1001	4357	JCRP CONCESSIONS	7,520	11,000	7,268	11,000
01000	1001	4358	VENDING COMMISSIONS	3,781	6,000	3,023	6,000
01000	1001	4359	REC SENIOR REVENUE-REIMB	703	2,000	386	2,000
01000	1001	4360	REC-SENIOR PROGRAM REVENUE	15,011	15,000	11,563	15,000
01000	1001	4361	QUARRY POINT CONCESSIONS	2,311	4,000	3,212	4,000
			Charges for Service - Recreation	919,928	931,000	901,948	965,000
01000	1001	4210	FEES-ELECTION FILING	55	-	-	-
01000	1001	4211	FEES-MAP SALES	472	800	1,690	800
01000	1001	4212	FEES-ASSESSMENT SEARCHES	120	-	40	-
01000	1001	4213	FEES-BOOK SALES	-	-	-	-
01000	1001	4214	FEES-PLAT	2,128	2,000	4,558	2,000
01000	1001	4215	FEES-SPECIAL USE	1,060	1,000	260	1,000
01000	1001	4216	FEES-REZONING	3,590	4,000	5,190	4,000
01000	1001	4217	FEES-INSPECTIONS NAT RESOURCES	8,600	-	11,470	-
01000	1001	4218	FEES - CODE ENFORCEMENT	-	-	4,700	-
01000	1001	4219	FEES - ENGINEERING		269,125	230,065	528,246
01000	1001	4229	FEES - CONDUIT DEBT FEE	25,000	-	25,000	-
01000	1001	4229	FEES-OTHER	4,296	10,000	10,568	10,000
			Charges for Service - General Government	45,321	286,925	293,541	546,046
01000	1001	4250	FEES-ACCIDENT REPORT	436	1,000	1,158	1,000
01000	1001	4251	FEES-ANIMAL PICKUP	6,631	5,000	7,122	6,000
01000	1001	4259	FEES-OTHER PUBLIC SAFETY	11,523	20,000	13,864	20,000
01000	1001	4259	FEES-DRUG TASK FORCE		14,000	-	-
01000	1001	4259	FEES-DARE,LIASON OFFICER	160,208	147,700	147,702	149,179
01000	1001	4259	FEES-POST BOARD REIMB CONTINUING ED	-	19,000	-	-
01000	1270	5345	REIMBURSE POLICE SPEC DETAIL	44,871	-	45,920	-
01000	1271	5345	REIMBURSE POLICE SPEC DETAIL	-	-	-	-

2013 GENERAL FUND REVENUE ACCOUNT DETAIL

(continued)

Object Account	Account Description	2012 Actual	2013 Adopted Budget	2013 Year End Projected	2014 Budget Request	2014 Budget Recommend
	Permits	885,815	616,800	678,000	622,800	671,600
4110	STATE GRANTS (PERA & Perf Measurement)	36,095	43,000	36,000	36,000	36,000
4120	AID-LOCAL GOVERNMENT	-	-	-	-	-
4130	AID-FIRE # - see note	185,481	179,997	183,481	183,481	183,481
4140	AID-STATE POLICE	310,681	330,000	310,000	330,000	330,000
4150	GRANTS - OTHER - Fire MBFTE Training	-	6,000	6,000	6,000	6,000
4150	GRANTS - OTHER - Community Development	25,435	-	-		
4150	GRANTS - OTHER - General Government	-	-	-		
4150	GRANTS - OTHER - Public Works	-	-	-		
4141	GRANTS - OTHER - Misc Pub Safety	111,432	8,000	17,038	7,700	7,700
4141	GRANT - Fire - Training officer				117,800	117,800
4150	GRANTS - OTHER - Recreation	-	-	-		
4150	GRANTS-OTHER GOVT UNITS (Post board Aid)		16,000	102,000	20,400	20,400
	Intergovernmental Revenue	669,124	582,997	654,519	701,381	701,381
4310	REDWOOD PUBLIC SWIMMING	24,153	25,000	25,000	25,000	25,000
4311	REDWOOD SWIMMING LESSONS	21,965	18,000	18,000	20,000	20,000
4312	REDWOOD CONCESSIONS	9,748	6,000	6,000	7,000	7,000
4330	SWIM CENTER REVENUE	521,602	534,000	534,000	520,000	520,000
4331	SWIM CENTER CONCESSION	87,125	90,000	90,000	90,000	90,000
4350	SUMMER PLAYGROUND ACTIVITIES	7,747	7,000	7,000	7,000	7,000
4351	PRE SCHOOL PROGRAMS	21,130	25,000	25,000	25,000	25,000
4352	TEEN PROGRAMS	-	1,000	1,000	1,000	1,000
4353	PUPPET WAGON	-	-	-	-	-
4354	COACHING CERTIFICATION	-	-	-	-	-
4355	RECREATION USER FEES	72,664	52,000	52,000	65,000	65,000
4356	RECREATION LEAGUE ENTRY FEES	156,678	165,000	165,000	160,000	160,000
4357	JCRP CONCESSIONS	6,664	8,000	8,000	8,000	8,000
4358	VENDING COMMISSIONS	2,411	3,000	3,000	3,000	3,000
4359	REC SENIOR REVENUE-REIMB	(643)	1,000	1,000	1,000	1,000
4360	REC-SENIOR PROGRAM REVENUE	3,778	15,000	15,000	15,000	15,000
4361	QUARRY POINT CONCESSIONS	1,272	4,000	4,000	3,000	3,000
	Charges for Service - Recreation	936,294	954,000	954,000	950,000	950,000
4210	FEES-ELECTION FILING	25	-	-	-	-
4211	FEES-MAP SALES	2,445	800	800	1,000	1,000
4212	FEES-ASSESSMENT SEARCHES	100	-	-	-	-
4213	FEES-BOOK SALES	-	-	-	-	-
4214	FEES-PLAT	3,650	2,000	2,000	4,000	4,000
4215	FEES-SPECIAL USE	1,060	1,000	1,000	1,000	1,000
4216	FEES-REZONING	3,850	4,000	4,000	4,000	4,000
4217	FEES-INSPECTIONS NAT RESOURCES	14,297	-	-	-	-
4218	FEES - CODE ENFORCEMENT	3,400	-	-	-	-
4219	FEES - ENGINEERING	577,880	551,757	551,757	564,180	595,000
4229	FEES - CONDUIT DEBT FEE	-	-	-	-	-
4229	FEES-OTHER	9,535	10,000	10,000	10,000	10,000
	Charges for Service - General Government	616,242	569,557	569,557	584,180	615,000
4250	FEES-ACCIDENT REPORT	450	1,000	1,000	1,000	1,000
4251	FEES-ANIMAL PICKUP	4,763	7,000	7,000	7,000	7,000
4259	FEES-OTHER PUBLIC SAFETY	1,701	10,000	2,500	10,000	10,000
4259	FEES-DRUG TASK FORCE	-	-	-	-	-
4259	FEES-DARE,LIASON OFFICER	167,586	150,670	150,670	150,670	152,176
4259	FEES-POST BOARD REIMB CONTINUING ED	-	-	-	-	-
5345	REIMBURSE POLICE SPEC DETAIL	53,351	40,000	50,000	50,000	50,000
5345	REIMBURSE POLICE SPEC DETAIL	-	-	-	-	-

2013 GENERAL FUND REVENUE ACCOUNT DETAIL

Company	Business Unit	Object Account	Account Description	2010 Actual	2011 Orig. Budget as Amended	2011 Actual	2012 Adopted Budget
			Charges for Service - Public Safety	223,669	206,700	215,766	176,179
01000	1001	5110	RENTS-REDWOOD	12,367	14,000	8,634	14,000
01000	1001	5112	RENTS-HAYES	-	-	-	-
01000	1001	5115	RENTS-APPLE VALLEY COMM CENTER	39,897	35,000	30,961	40,000
01000	1001	5116	RENTS-HAYES COMM & SENIOR CTR	26,027	20,000	33,554	25,000
01000	1001	5120	RENTS-SWIM CENTER	3,564	5,000	2,730	5,000
01000	1001	5125	RENTS-JOHNNY CAKE RIDGE PARK	-	-	-	-
01000	1001	5126	RENTS-FIELDS	24,187	25,000	22,740	25,000
01000	1001	5130	RENTS-TEEN CENTER	1,497	2,000	691	2,000
01000	1001	5199	RENTS-OTHER	6,739	18,000	6,289	18,000
			Rentals Park / Rec Facilities	114,278	119,000	105,599	129,000
01000	1001	5199	RENTS-OTHER - Allina Fire Hall Lease	30,558	30,500	30,558	30,500
01000	1001	5195	RENTS -STREETS	-	-	1,000	-
01000	1001	5210	ANTENNA LEASE	356,833	298,000	286,245	300,000
01000	1001	5199	RENTS-OTHER - Bonestroo City Hall Rent	11,162	12,200	8,050	-
01000	1001	5199	RENTS-OTHER	-	-	-	-
			Rentals Other	398,553	340,700	325,853	330,500
01000	1001	4270	COURT FINES	263,924	315,000	285,046	275,000
01000	1001	4276	SUBPOENA FEES	-	-	-	-
01000	1001	4275	PENALTIES	4,450	-	3,900	4,450
			Fines & Penalties	268,374	315,000	288,946	279,450
01000	1001	8100	SALE OF PROPERTY	23,317	20,000	43,281	20,000
01000	1001	5010	INVESTMENT INTEREST	190,854	200,000	410,341	160,000
01000	1001	5310	CONTRIBUTIONS & DONATIONS	1,045	-	900	-
01000	1001	5340	REFUNDS & REIMBURSEMENTS - General Gov	2,670	60,000	3,496	60,000
01000	1001	5340	REFUNDS & REIMBURSEMENTS - Recreation (JCR	41,522		-	
01000	1001	5340	REFUNDS & REIMBURSEMENTS - Public Works	67,643		56,794	
01000	1001	5340	REFUNDS & REIMBURSEMENTS - Public Safety	215,766		9,130	
01000	1001	5399	OTHER MISCELLANEOUS REVENUE	41,036	20,000	32,479	20,000
			Other Revenues	583,853	300,000	556,421	260,000
01000	1001	5396	ADMIN CHG - SPECIAL ASSESSMENT FUNDS	-	41,200	58,999	41,200
01000	1001	5395	ADMIN CHG -UTILITY FUNDS	670,000	670,000	670,000	670,000
01000	1001	5397	ADMIN CHG - INVESTMENT FUND	100,000	100,000	100,000	100,000
01000	1001	5499	ADMIN CHG - LIQUOR FUND	-	-	-	-
			Admin charge to other funds	770,000	811,200	828,999	811,200
01000	1001	5410	FROM LIQUOR FUND	485,000	525,000	525,000	525,000
01000	1001	5415	TRANSFER FROM WATER & SEWER FUND	600,000	600,000	600,000	600,000
01000	1001	5425	FROM POLICE RELIEF FUND	-	-	-	-
			Transfer In	1,085,000	1,125,000	1,125,000	1,125,000
			Other - Use of reserves	-	-	-	-
			Other Use of Reserves	-	-	-	-
			Grand Total - General Fund	24,914,153	24,128,876	24,711,580	24,521,314

2013 GENERAL FUND REVENUE ACCOUNT DETAIL

(continued)

Object Account	Account Description	2012 Actual	2013 Adopted Budget	2013 Year End Projected	2014 Budget Request	2014 Budget Recommend
	Charges for Service - Public Safety	227,851	208,670	211,170	218,670	220,176
5110	RENTS-REDWOOD	10,270	14,000	14,000	10,000	10,000
5112	RENTS-HAYES	-	-	-	-	-
5115	RENTS-APPLE VALLEY COMM CENTER	32,455	40,000	40,000	35,000	35,000
5116	RENTS-HAYES COMM & SENIOR CTR	37,575	35,000	35,000	37,000	42,000
5120	RENTS-SWIM CENTER	7,408	5,000	5,000	5,000	5,000
5125	RENTS-JOHNNY CAKE RIDGE PARK	-	-	-	-	-
5126	RENTS-FIELDS	23,135	25,000	25,000	30,000	30,000
5130	RENTS-TEEN CENTER	887	1,000	1,000	1,000	1,000
5199	RENTS-OTHER	10,442	7,000	7,000	7,000	7,000
	Rentals Park / Rec Facilities	122,172	127,000	127,000	125,000	130,000
5199	RENTS-OTHER - Allina Fire Hall Lease	30,558	30,600	30,600	30,600	30,600
5195	RENTS -STREETS	-	-	-	-	-
5210	ANTENNA LEASE	326,972	310,000	310,000	315,000	315,000
5199	RENTS-OTHER - Bonestroo City Hall Rent	-	-	-	-	-
5199	RENTS-OTHER	-	-	-	-	-
	Rentals Other	357,530	340,600	340,600	345,600	345,600
4270	COURT FINES	275,838	280,000	280,000	280,000	280,000
4276	SUBPOENA FEES	176				
4275	PENALTIES	3,075	2,000	2,000	4,000	4,000
	Fines & Penalties	279,089	282,000	282,000	284,000	284,000
8100	SALE OF PROPERTY	100,377	20,000	20,000	20,000	20,000
5010	INVESTMENT INTEREST	171,318	160,000	160,000	160,000	160,000
5310	CONTRIBUTIONS & DONATIONS	1,276	-	-	-	-
5340	REFUNDS & REIMBURSEMENTS - General Gov	59,698	60,000	60,000	60,000	60,000
5340	REFUNDS & REIMBURSEMENTS - Recreation (JCR					
5340	REFUNDS & REIMBURSEMENTS - Public Works	3,514				
5340	REFUNDS & REIMBURSEMENTS - Public Safety					
5399	OTHER MISCELLANEOUS REVENUE	14,355	20,000	20,000	20,000	19,981
	Other Revenues	350,538	260,000	260,000	260,000	259,981
5396	ADMIN CHG - SPECIAL ASSESSMENT FUNDS	18,172	50,000	50,000	50,000	40,000
5395	ADMIN CHG -UTILITY FUNDS	670,000	670,000	670,000	670,000	670,000
5397	ADMIN CHG - INVESTMENT FUND	25,000	100,000	100,000	100,000	100,000
5499	ADMIN CHG - LIQUOR FUND	-	-	-	-	-
	Admin charge to other funds	713,172	820,000	820,000	820,000	810,000
5410	FROM LIQUOR FUND	525,000	525,000	525,000	550,000	600,000
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	1,150,000	1,200,000
	Other - Use of reserves	-	167,546			
	Other Use of Reserves	-	167,546			
	Grand Total - General Fund	25,152,016	25,138,659	25,110,135	25,302,421	25,481,528

Apple Valley

Notes:

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CITY OF APPLE VALLEY
2014 GENERAL FUND SUMMARY
TOTAL EXPENSES BY DEPARTMENT

Department	2010 Actual	2011 Actual	2012 Actual	2012 Council Adopted	2013 Council Adopted Original	2014 Dept Proposed	2014 Admin Recommended
General Government							
01 - MAYOR & CITY COUNCIL	121,520	116,829	116,244	136,168	132,950	134,943	134,343
02 - ADMINISTRATION	372,918	363,355	376,506	388,371	401,855	410,724	410,724
03 - CITY CLERK/ELECTIONS	256,536	209,389	296,340	316,193	259,929	345,035	344,735
04 - HUMAN RESOURCES/FRONT DESK	525,948	549,243	419,927	554,332	497,687	495,596	493,696
05 - INFORMATION TECHNOLOGY	584,638	637,510	559,177	635,690	642,195	723,055	704,081
16 - GENERAL GOVERNMENT BUILDINGS	409,942	336,649	355,110	377,007	312,235	384,087	343,787
	2,271,502	2,212,976	2,123,303	2,407,761	2,246,851	2,493,440	2,431,366
Legal							
14 - LEGAL SERVICES	453,002	462,879	478,309	468,745	470,732	484,000	484,000
Finance							
08 - FINANCE	545,114	549,927	529,048	558,657	572,757	571,491	571,491
09 - DATA PROCESSING	173,315	196,330	182,211	197,685	205,000	249,634	197,709
10 - INDEPENDENT AUDIT	13,849	15,538	15,160	15,500	15,800	15,800	15,800
	732,278	761,794	726,418	771,842	793,557	836,925	785,000
Community Development							
06 - CODE ENFORCEMENT	169,691	137,706	177,388	299,381	200,722	201,841	203,741
15 - COMMUNITY DEVELOPMENT	580,014	596,589	591,205	604,434	636,025	663,584	612,684
	749,705	734,295	768,593	903,815	836,747	865,425	816,425
Police							
20 - POLICE	7,548,748	7,641,803	7,730,674	8,027,729	8,229,535	8,429,505	8,366,482
21 - CIVIL DEFENSE	9,863	21,047	13,049	18,038	20,096	23,560	21,560
22 - COMM SERV OFFIC (CSO)	95,130	53,575	70,242	133,222	137,140	146,399	132,364
	7,653,740	7,716,426	7,813,965	8,178,989	8,386,771	8,599,464	8,520,406
Fire							
23 - FIRE	1,175,838	1,302,133	1,417,304	1,530,625	1,476,916	1,758,616	1,718,016
76 - FIRE RELIEF	474,550	480,344	466,798	462,918	483,584	449,869	449,869
	1,650,388	1,782,477	1,884,102	1,993,543	1,960,500	2,208,485	2,167,885
Public Works							
27 - PW ENGINEERING	8,528	331,692	547,247	528,246	544,776	571,565	576,225
28 - BUILDING INSPECTIONS	451,500	471,762	489,151	447,526	541,362	559,517	558,617
29 - PUBLIC WORKS ADMIN/NATURAL RES	817,193	618,196	566,411	613,924	621,424	546,383	468,776
30 - FLEET & BUILDINGS-CMF	570,306	615,307	620,861	722,957	659,828	676,872	673,472
31 - STREET MAINTENANCE	1,779,226	1,752,623	1,643,515	1,876,463	1,903,699	2,126,899	1,779,869
32 - SNOW & ICE REMOVAL	401,738	319,706	254,666	390,555	377,051	363,394	364,603
33 - TRAFFIC SIGNS/SIGNALS/MARKERS	105,439	130,696	150,022	133,364	179,095	206,896	206,596
	4,133,930	4,239,982	4,271,872	4,713,035	4,827,235	5,051,526	4,628,158
Park & Recreation							
37 - PARK/RECREATION ADMINISTRATION	811,099	831,856	796,503	868,491	869,367	887,602	875,252
38 - PARK MAINTENANCE	2,259,751	2,364,709	2,251,971	2,225,781	2,443,635	3,037,642	2,507,290
39 - RECREATION PROGRAMS	194,152	179,208	176,798	212,769	213,013	198,769	190,769
40 - REDWOOD POOL	76,114	84,176	103,838	111,350	120,537	124,366	116,593
41 - RECREATION SELF-SUPPORTED PROG	190,698	215,864	192,900	226,513	223,263	219,599	207,299
42 - AV COMMUNITY CENTER	219,011	226,073	261,581	338,526	355,452	398,668	376,368
44 - AQUATIC SWIM CENTER	571,016	555,525	591,376	628,443	619,336	662,675	671,967
45 - APPLE VALLEY SENIOR CENTER	249,964	285,033	271,705	287,889	301,013	317,160	310,560
43 - CABLE TV	21,126	17,194	28,076	34,625	34,650	41,170	0
	4,592,931	4,759,638	4,674,746	4,934,387	5,180,266	5,887,651	5,256,098
Unallocated							
47 - INSURANCE	261,195	274,285	269,099	266,200	271,000	273,000	268,000
48 - CONTINGENCY	1,996,000	1,748,007	1,546,842	165,791	165,000	160,000	124,190
	2,257,195	2,022,292	1,815,941	431,991	436,000	433,000	392,190
	24,494,671	24,692,760	24,557,250	24,804,108	25,138,659	26,859,916	25,481,528

City of Apple Valley
2014 Budget Summary
General Fund

Object Account	2010 Actual	2011 Actual	2012 Actual	2012 Council Adopted	2013 Council Adopted Original	2014 Dept Proposed	2014 Admin Recommended
6110 - SALARY-REGULAR EMPLOYEES	10,006,539	10,070,402	10,091,790	10,203,115	10,582,980	10,669,565	10,590,594
6111 - SALARY PART-TIME	719,331	765,576	810,160	818,465	881,612	940,414	922,414
6112 - SALARY-SEASONAL TEMP	715,999	698,783	751,504	839,383	816,855	769,503	764,903
6113 - OVERTIME-REGULAR EMPLOYEES	530,411	462,857	520,656	439,030	430,830	474,930	474,930
6114 - OVERTIME PART-TIME EMPLOYEES	4,136	2,570	3,851	7,300	3,800	7,300	7,300
6117 - HOLIDAY PAY	135,063	114,867	121,665	0	0	250,563	250,563
6119 - ANNUAL LEAVE	448	0	0	0	0	0	0
6121 - INSURANCE CASH BENEFIT	63,070	43,263	51,259	0	1,100	0	0
6122 - COMP REQUEST	-229,495	-200,649	-211,491	0	-500	0	0
6123 - SALARY-OTHER	0	0	0	243,268	268,401	263,984	263,163
6124 - OVERTIME-SEASONAL TEMP	2,689	5,558	5,971	0	0	0	0
6105 - SALARIES AND WAGES	**11,948,191**	**11,963,228**	**12,145,366**	**12,550,561**	**12,985,078**	**13,376,259**	**13,273,867**
6138 - MEDICARE	161,454	161,940	169,535	178,466	181,962	193,328	190,607
6139 - FICA	434,087	432,346	451,065	508,469	498,889	479,607	487,847
6140 - HOSPITAL & LIFE INSURANCE		0	0	24,103	0	0	0
6141 - PENSIONS-PERA	1,051,138	1,072,870	1,096,112	1,091,920	1,127,192	1,247,457	1,263,723
6142 - WORKERS COMPENSATION	284,139	328,547	312,624	321,125	314,883	326,880	326,842
6143 - UNEMPLOYMENT COMPENSATION	4,195	6,286	8,899	0	6,000	6,000	6,000
6144 - LONG-TERM DISABILITY INSURANCE	28,387	28,433	28,437	30,058	30,934	32,059	32,046
6145 - MEDICAL INSURANCE	1,355,237	1,438,074	1,379,717	1,900,220	1,888,392	1,932,420	1,913,220
6146 - DENTAL INSURANCE	115,375	111,440	118,665	0	0	0	0
6147 - LIFE INSURANCE-BASIC	1,721	1,697	1,675	0	0	0	0
6148 - LIFE INSURANCE-SUPP/DEPEND	49,082	46,364	50,409	0	0	0	0
6125 - EMPLOYEE BENEFITS	**3,484,814**	**3,627,996**	**3,617,137**	**4,054,361**	**4,048,252**	**4,217,751**	**4,220,285**
6100 - TOTAL PERSONAL SERVICES	**15,433,005**	**15,591,224**	**15,762,503**	**16,604,922**	**17,033,330**	**17,594,010**	**17,494,152**
6210 - OFFICE SUPPLIES	45,162	32,836	27,829	42,325	34,950	34,535	32,685
6211 - SMALL TOOLS & EQUIPMENT	134,667	100,353	189,120	198,305	145,547	129,688	124,418
6212 - MOTOR FUELS/OILS	314,344	391,934	369,388	377,313	397,196	404,594	400,494
6213 - FERTILIZER	55,169	49,315	49,772	55,000	57,510	53,000	50,000
6214 - CHEMICALS	4,088	5,575	8,074	10,180	7,930	12,326	12,326
6215 - EQUIPMENT-PARTS	178,794	171,683	189,784	204,385	189,852	180,165	176,975
6216 - VEHICLES-TIRES/BATTERIES	35,761	46,496	35,685	32,348	36,374	35,853	36,103
6229 - GENERAL SUPPLIES	525,633	562,643	530,885	618,733	595,195	627,518	573,938
6205 - SUPPLIES	**1,293,620**	**1,360,834**	**1,400,538**	**1,538,589**	**1,464,554**	**1,477,679**	**1,406,939**
6231 - LEGAL SERVICES		468,699	480,185	463,945	470,732	484,800	484,800
6235 - CONSULTANT SERVICES	792,513	281,185	219,043	242,100	311,100	277,334	193,384
6236 - ELECTION JUDGE PAYMENTS	45,567	0	52,924	56,550	0	59,700	59,700
6237 - TELEPHONE/PAGERS	98,872	93,674	98,392	107,220	100,077	99,957	95,457
6238 - POSTAGE/UPS/FEDEX	30,577	31,263	22,022	31,550	32,040	30,098	30,098
6239 - PRINTING	80,865	81,557	73,763	95,425	98,605	98,210	88,810
6240 - CLEANING SERVICE/GARBAGE	58,206	65,404	57,683	73,541	70,721	77,190	77,190
6241 - BUCKTHORN COSTS	2,178	0	0	0	0	0	0
6242 - FIRE ALARM PLAN REVIEWS	150	475	150	625	525	413	413
6243 - ELECTRICAL PERMIT FEES		31,461	44,600		0	54,850	54,850
6244 - ROW EPERMIT FEES			2,988				
6249 - OTHER CONTRACTUAL SERVICES	1,845,309	1,710,873	1,665,178	1,784,776	1,728,128	1,716,479	1,698,793
6230 - CONTRACTUAL SERVICES	**2,954,237**	**2,764,592**	**2,716,928**	**2,855,732**	**2,811,928**	**2,899,031**	**2,783,495**
6255 - UTILITIES-ELECTRIC	318,210	321,804	327,068	312,770	306,059	324,983	315,983
6256 - UTILITIES-NATURAL GAS	135,240	158,084	113,476	197,935	186,210	172,325	159,325
6257 - UTILITIES-PROPANE/WATER/SEWER	120,223	122,521	184,016	126,865	125,274	150,795	146,295
6250 - UTILITIES	**573,672**	**602,410**	**624,560**	**637,570**	**617,543**	**648,103**	**621,603**
6265 - REPAIRS-EQUIPMENT	147,877	217,192	195,994	199,729	195,845	176,822	168,227
6266 - REPAIRS-BUILDING	123,031	137,945	127,865	183,834	140,150	147,009	132,009
6269 - REPAIRS-OTHER	14,920	6,797	6,384	3,525	20,525	62,725	62,725
6260 - REPAIRS AND MAINTENA	**285,828**	**361,935**	**330,243**	**387,088**	**356,520**	**386,556**	**362,961**
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	82,146	86,075	73,663	109,212	95,492	103,981	103,481
6276 - SCHOOLS/CONFERENCES/EXP OTHER	56,610	49,701	61,283	78,600	72,024	77,685	75,685
6277 - MILEAGE/AUTO ALLOWANCE	28,878	29,349	32,811	32,910	34,960	35,920	35,420
6278 - SUBSISTENCE ALLOWANCE	8,750	7,450	7,800	12,200	11,450	11,075	10,825
6279 - EDUCATION ASSISTANCE	40,207	18,615	9,645	13,250	4,250	0	0
6280 - DUES & SUBSCRIPTIONS	103,921	105,574	109,627	122,425	123,009	124,603	124,103
6281 - UNIFORM/CLOTHING ALLOWANCE	100,860	145,250	113,243	125,364	140,745	161,098	153,298
6270 - TRAINING/TRAVEL/DUES	**421,371**	**442,014**	**408,072**	**493,961**	**481,930**	**514,362**	**502,812**
6200 - TOTAL OPERATING COSTS	**5,528,729**	**5,531,784**	**5,480,340**	**5,912,940**	**5,732,475**	**5,925,731**	**5,677,810**
6310 - RENTAL EXPENSE	173,191	163,369	145,729	171,280	173,795	173,456	173,456
6311 - INSURANCE-PROPERTY/LIABILITY	257,000	268,000	260,200	260,200	265,000	267,000	262,000
6312 - TAXES/SPECIAL ASSESSMENTS					0	0	0
6319 - REIMBURSEMENT OF REV COLL FOR	474,550	480,250	466,010	462,918	483,584	449,869	449,869
6320 - REFUNDS & REIMBURSEMENTS				500	500	500	500
6321 - CASH OVER/SHORT	85	7	24	0	0	0	0
6322 - UNCOLLECTIBLE CHECKS/ACCOUNTS	648	0	0	500	500	200	200
6333 - GENERAL-CASH DISCOUNTS	-1,099	-1,225	-968	0	0	0	0
6349 - LATE FEES/FINANCE CHARGES	391	0	3	0	0	0	0
6350 - BANK FEES/CHARGES	0	0	0			100	100
6351 - VISA/BANK CHARGES						12,950	12,950
6355 - ONLINE REGISTRATION FEES		2,589	12,242			14,000	14,000
6399 - OTHER CHARGES	246,832	276,227	279,431	538,772	454,350	493,884	411,149
6300 - TOTAL OTHER EXPENDITURES	**1,151,598**	**1,189,216**	**1,162,670**	**1,434,170**	**1,377,729**	**1,411,959**	**1,324,224**
6425 - VISA/BANK CHARGES	14,519	13,253	10,443	13,500	13,700	0	0
6400 - TOTAL EXPENDITURES	**14,519**	**13,253**	**10,443**	**13,500**	**13,700**	**0**	**0**
6540 - TAXABLE MISC FOR RESALE	62,465	59,459	61,791	65,000	67,000	71,000	71,000

City of Apple Valley
2014 Budget Summary
General Fund

Object Account	2010 Actual	2011 Actual	2012 Actual	2012 Council Adopted	2013 Council Adopted Original	2014 Dept Proposed	2014 Admin Recommended
6545 - NON-TAXABLE MISC FOR RESALE	7,000	6,802	5,902	6,200	6,200	6,200	6,200
6500 - TOTAL EXPENDITURES	69,465	66,262	67,693	71,200	73,200	77,200	77,200
6600 - TOTAL DEPRECIATION		0	0				
6715 - CAPITAL OUTLAY-BUILDINGS	0	0	0	107,640	98,700	40,000	0
6720 - CAPITAL OUTLAY-FURNITURE & FIX	0	2,807	0	139,600	8,775	350	350
6725 - CAPITAL OUTLAY-OFFICE EQUIP	55,693	185,452	35,047	0	146,900	127,800	117,900
6730 - CAPITAL OUTLAY-TRANSPORTATION	175,889	258,151	407,130	366,436	353,800	0	0
6735 - CAPITAL OUTLAY-OTHER IMPROVEME	26,075	10,464	78,341	126,000	206,750	560,000	235,000
6740 - CAPITAL OUTLAY-MACH/EQ/OTHER	31,459	80,666	16,022	14,900	80,500	102,600	81,400
6745 - VERF CHARGES						1,000,266	473,492
6700 - TOTAL CAPITAL OUTLAY	289,116	537,541	536,540	754,576	895,425	1,831,016	908,142
6900 - TOTAL DEBT SERVICE	0	0	0				
6001 - EXPENDITURES	22,486,431	22,929,280	23,020,189	24,791,308	25,125,859	26,839,916	25,481,528
7110 - TRANSFER TO OTHER FUNDS	2,008,241	1,763,480	1,537,061	12,800	12,800	20,000	0
7100 - TOTAL TRANSFERS	2,008,241	1,763,480	1,537,061	12,800	12,800	20,000	0
	24,494,671	24,692,760	24,557,250	24,804,108	25,138,659	26,859,916	25,481,528

CITY OF APPLE VALLEY
2014 GENERAL FUND SUMMARY
TOTAL EXPENSES BY DEPARTMENT

Department	Object Account	2010 Actual	2011 Actual	2012 Actual	2012 Council Adopted	2013 Council Adopted Original	2014 Dept Proposed	2014 Admin Recommended
01 - MAYOR & CITY COUNCIL	PERSONNEL SERVICES	99,539	99,064	101,304	111,798	109,780	111,098	110,498
01 - MAYOR & CITY COUNCIL	OPERATING COSTS	19,819	17,733	14,887	24,370	23,170	23,845	23,845
01 - MAYOR & CITY COUNCIL	OTHER EXPENDITURES	2,162	32	53				
		121,520	116,829	116,244	136,168	132,950	134,943	134,343
02 - ADMINISTRATION	PERSONNEL SERVICES	358,962	350,226	362,119	372,711	386,389	395,434	395,434
02 - ADMINISTRATION	OPERATING COSTS	13,956	13,130	14,150	15,660	15,466	15,290	15,290
02 - ADMINISTRATION	OTHER EXPENDITURES	0	0	236				
		372,918	363,355	376,506	388,371	401,855	410,724	410,724
03 - CITY CLERK/ELECTIONS	PERSONNEL SERVICES	136,341	141,992	171,853	172,934	180,497	199,533	199,233
03 - CITY CLERK/ELECTIONS	OPERATING COSTS	118,653	67,398	122,070	141,059	77,532	142,802	142,802
03 - CITY CLERK/ELECTIONS	OTHER EXPENDITURES	1,542	0	2,417	2,200	0	2,700	2,700
03 - CITY CLERK/ELECTIONS	CAPITAL OUTLAY				0	1,900	0	0
		256,536	209,389	296,340	316,193	259,929	345,035	344,735
04 - HUMAN RESOURCES/FRT DSK	PERSONNEL SERVICES	476,778	459,143	338,671	482,587	426,087	439,553	438,653
04 - HUMAN RESOURCES/FRT DSK	OPERATING COSTS	43,608	81,935	78,087	58,245	61,100	49,293	42,293
04 - HUMAN RESOURCES/FRT DSK	OTHER EXPENDITURES	5,562	7,492	3,169	13,500	10,500	6,750	12,750
04 - HUMAN RESOURCES/FRT DSK	CAPITAL OUTLAY	0	673	0	0	0	0	0
		525,948	549,243	419,927	554,332	497,687	495,596	493,696
05 - INFORMATION TECHNOLOGY	PERSONNEL SERVICES	288,030	295,167	302,624	305,590	309,715	385,155	384,217
05 - INFORMATION TECHNOLOGY	OPERATING COSTS	225,799	150,648	210,900	175,300	172,480	204,100	195,964
05 - INFORMATION TECHNOLOGY	OTHER EXPENDITURES	11,465	8,832	10,606	17,200	16,000	11,000	11,000
05 - INFORMATION TECHNOLOGY	CAPITAL OUTLAY	59,343	182,864	35,047	137,600	144,000	122,800	112,900
		584,638	637,510	559,177	635,690	642,195	723,055	704,081
06 - CODE ENFORCEMENT	PERSONNEL SERVICES	162,693	136,486	139,916	193,481	187,522	185,156	184,856
06 - CODE ENFORCEMENT	OPERATING COSTS	6,997	1,153	3,099	15,900	13,200	15,060	17,260
06 - CODE ENFORCEMENT	OTHER EXPENDITURES	0	66	34,373	90,000	0	0	0
06 - CODE ENFORCEMENT	CAPITAL OUTLAY					0	1,625	1,625
		169,691	137,706	177,388	299,381	200,722	201,841	203,741
08 - FINANCE	PERSONNEL SERVICES	481,137	490,933	487,563	505,642	518,557	520,391	520,391
08 - FINANCE	OPERATING COSTS	57,133	53,554	35,640	47,355	48,640	45,760	45,760
08 - FINANCE	OTHER EXPENDITURES	6,844	5,440	5,845	5,660	5,560	5,340	5,340
		545,114	549,927	529,048	558,657	572,757	571,491	571,491
09 - DATA PROCESSING	OPERATING COSTS	276	242	0	325	0	0	0
09 - DATA PROCESSING	OTHER EXPENDITURES	173,039	196,088	182,211	197,360	205,000	249,634	197,709
		173,315	196,330	182,211	197,685	205,000	249,634	197,709
10 - INDEPENDENT AUDIT	OPERATING COSTS	13,849	15,538	15,160	15,500	15,800	15,800	15,800
		13,849	15,538	15,160	15,500	15,800	15,800	15,800
14 - LEGAL SERVICES	PERSONNEL SERVICES		178	0				
14 - LEGAL SERVICES	OPERATING COSTS	453,002	462,701	478,309	468,745	470,732	484,000	484,000
		453,002	462,879	478,309	468,745	470,732	484,000	484,000
15 - COMMUNITY DEVELOPMENT	PERSONNEL SERVICES	510,767	518,908	531,588	538,049	551,720	557,709	556,809
15 - COMMUNITY DEVELOPMENT	OPERATING COSTS	68,371	76,946	59,019	66,385	84,305	105,875	55,875
15 - COMMUNITY DEVELOPMENT	OTHER EXPENDITURES	876	735	598				
		580,014	596,589	591,205	604,434	636,025	663,584	612,684
16 - GENERAL GOVERNMENT BLDGS	PERSONNEL SERVICES	214,086	174,288	160,380	161,169	158,278	163,377	163,077
16 - GENERAL GOVERNMENT BLDGS	OPERATING COSTS	192,379	159,364	167,206	162,638	150,957	175,150	175,150
16 - GENERAL GOVERNMENT BLDGS	OTHER EXPENDITURES	3,477	2,998	3,740	3,200	3,000	3,000	3,000
16 - GENERAL GOVERNMENT BLDGS	CAPITAL OUTLAY	0	0	23,784	50,000	0	42,560	2,560
		409,942	336,649	355,110	377,007	312,235	384,087	343,787
20 - POLICE	PERSONNEL SERVICES	6,004,787	6,015,940	6,028,181	6,232,507	6,533,411	6,773,171	6,767,363
20 - POLICE	OPERATING COSTS	1,411,348	1,466,895	1,429,107	1,520,402	1,421,149	1,386,116	1,350,101
20 - POLICE	OTHER EXPENDITURES	59,933	61,869	69,723	69,820	74,975	73,418	73,418
20 - POLICE	CAPITAL OUTLAY	72,679	97,100	203,662	205,000	200,000	196,800	175,600
		7,548,748	7,641,803	7,730,674	8,027,729	8,229,535	8,429,505	8,366,482
21 - CIVIL DEFENSE	PERSONNEL SERVICES				0	0	0	0
21 - CIVIL DEFENSE	OPERATING COSTS	9,863	10,079	13,049	18,038	20,096	23,560	21,560
21 - CIVIL DEFENSE	OTHER EXPENDITURES	0	0	0				
21 - CIVIL DEFENSE	CAPITAL OUTLAY		10,968	0	0	0	0	0
		9,863	21,047	13,049	18,038	20,096	23,560	21,560
22 - COMM SERV OFFIC (CSO)	PERSONNEL SERVICES	81,297	35,291	54,860	108,672	113,590	134,574	115,089
22 - COMM SERV OFFIC (CSO)	OPERATING COSTS	13,782	18,285	15,382	24,550	23,550	11,825	17,275
22 - COMM SERV OFFIC (CSO)	OTHER EXPENDITURES	50	0	0				
		95,130	53,575	70,242	133,222	137,140	146,399	132,364
23 - FIRE	PERSONNEL SERVICES	825,528	900,423	911,302	922,619	951,313	1,086,187	1,085,587
23 - FIRE	OPERATING COSTS	346,964	398,547	426,463	485,430	387,803	398,620	358,620
23 - FIRE	OTHER EXPENDITURES	3,346	3,162	2,357	2,500	2,500	2,500	2,500
23 - FIRE	CAPITAL OUTLAY	0	0	77,182	120,076	135,300	271,309	271,309
		1,175,838	1,302,133	1,417,304	1,530,625	1,476,916	1,758,616	1,718,016

CITY OF APPLE VALLEY
2014 GENERAL FUND SUMMARY
TOTAL EXPENSES BY DEPARTMENT

Department	Object Account	2010 Actual	2011 Actual	2012 Actual	2012 Council Adopted	2013 Council Adopted Original	2014 Dept Proposed	2014 Admin Recommended
27 - PW ENGINEERING	PERSONNEL SERVICES	0	246,955	473,425	440,339	452,106	505,525	510,185
27 - PW ENGINEERING	OPERATING COSTS	8,528	82,821	50,037	65,907	68,795	58,305	58,305
27 - PW ENGINEERING	OTHER EXPENDITURES						0	0
27 - PW ENGINEERING	CAPITAL OUTLAY		1,915	23,784	22,000	23,875	7,735	7,735
		8,528	331,692	547,247	528,246	544,776	571,565	576,225
28 - BUILDING INSPECTIONS	PERSONNEL SERVICES	426,940	408,556	420,791	424,196	447,292	456,767	455,867
28 - BUILDING INSPECTIONS	OPERATING COSTS	23,249	62,695	66,725	21,730	67,045	92,155	92,155
28 - BUILDING INSPECTIONS	OTHER EXPENDITURES	1,311	511	1,635	1,600	1,625	4,625	4,625
28 - BUILDING INSPECTIONS	CAPITAL OUTLAY	0	0	0	0	25,400	5,970	5,970
		451,500	471,762	489,151	447,526	541,362	559,517	558,617
29 - PUBLIC WORKS ADMIN/NAT RES	PERSONNEL SERVICES	599,802	547,419	524,386	537,864	546,264	468,376	391,269
29 - PUBLIC WORKS ADMIN/NAT RES	OPERATING COSTS	210,579	66,839	37,845	71,210	70,275	68,985	68,485
29 - PUBLIC WORKS ADMIN/NAT RES	OTHER EXPENDITURES	6,812	3,939	4,180	4,850	4,885	5,023	5,023
29 - PUBLIC WORKS ADMIN/NAT RES	CAPITAL OUTLAY	0	0	0	0	0	3,999	3,999
		817,193	618,196	566,411	613,924	621,424	546,383	468,776
30 - FLEET & BUILDINGS-CMF	PERSONNEL SERVICES	394,917	406,810	396,265	430,842	440,048	446,783	445,883
30 - FLEET & BUILDINGS-CMF	OPERATING COSTS	154,529	140,258	124,550	153,665	148,980	150,795	148,295
30 - FLEET & BUILDINGS-CMF	OTHER EXPENDITURES	8,790	8,832	5,211	5,850	6,050	9,250	9,250
30 - FLEET & BUILDINGS-CMF	CAPITAL OUTLAY	12,070	59,407	94,835	132,600	64,750	70,044	70,044
		570,306	615,307	620,861	722,957	659,828	676,872	673,472
31 - STREET MAINTENANCE	PERSONNEL SERVICES	1,133,997	1,162,459	1,137,474	1,308,970	1,268,759	1,248,084	1,245,984
31 - STREET MAINTENANCE	OPERATING COSTS	555,173	527,302	474,776	532,822	548,340	519,085	519,085
31 - STREET MAINTENANCE	OTHER EXPENDITURES	11,890	12,272	-88	2,671	400	400	400
31 - STREET MAINTENANCE	CAPITAL OUTLAY	78,166	50,591	31,353	32,000	86,200	359,330	14,400
		1,779,226	1,752,623	1,643,515	1,876,463	1,903,699	2,126,899	1,779,869
32 - SNOW & ICE REMOVAL	PERSONNEL SERVICES	191,385	138,373	90,467	166,015	164,526	161,899	163,108
32 - SNOW & ICE REMOVAL	OPERATING COSTS	210,353	181,333	164,199	224,540	212,525	201,495	201,495
32 - SNOW & ICE REMOVAL	OTHER EXPENDITURES	0	0	0				
		401,738	319,706	254,666	390,555	377,051	363,394	364,603
33 - TRAFFIC SIGNS/SIGNALS/MRKRS	PERSONNEL SERVICES	42,810	45,027	71,522		45,000	80,176	79,876
33 - TRAFFIC SIGNS/SIGNALS/MRKRS	OPERATING COSTS	56,160	85,668	78,500	132,764	133,495	126,220	126,220
33 - TRAFFIC SIGNS/SIGNALS/MRKRS	OTHER EXPENDITURES	-7	0	0	600	600	500	500
33 - TRAFFIC SIGNS/SIGNALS/MRKRS	CAPITAL OUTLAY	6,477	0	0				
		105,439	130,696	150,022	133,364	179,095	206,896	206,596
37 - PARK/RECREATION ADMIN	PERSONNEL SERVICES	678,471	697,276	659,030	723,941	723,217	723,002	721,802
37 - PARK/RECREATION ADMIN	OPERATING COSTS	87,417	86,223	82,547	95,350	96,950	103,700	92,550
37 - PARK/RECREATION ADMIN	OTHER EXPENDITURES	45,211	48,356	54,925	49,200	49,200	60,900	60,900
37 - PARK/RECREATION ADMIN	CAPITAL OUTLAY				0	0	0	0
		811,099	831,856	796,503	868,491	869,367	887,602	875,252
38 - PARK MAINTENANCE	PERSONNEL SERVICES	1,444,821	1,432,243	1,401,329	1,409,781	1,485,025	1,517,998	1,520,590
38 - PARK MAINTENANCE	OPERATING COSTS	692,020	741,433	759,970	712,000	744,110	835,800	804,700
38 - PARK MAINTENANCE	OTHER EXPENDITURES	72,884	70,283	51,022	67,000	72,000	75,000	75,000
38 - PARK MAINTENANCE	CAPITAL OUTLAY	50,026	120,751	39,650	37,000	142,500	608,844	107,000
		2,259,751	2,364,709	2,251,971	2,225,781	2,443,635	3,037,642	2,507,290
39 - RECREATION PROGRAMS	PERSONNEL SERVICES	155,581	144,156	144,666	162,769	164,043	146,619	146,619
39 - RECREATION PROGRAMS	OPERATING COSTS	34,850	28,779	26,632	40,000	39,970	42,150	35,150
39 - RECREATION PROGRAMS	OTHER EXPENDITURES	3,722	6,273	5,500	10,000	9,000	10,000	9,000
39 - RECREATION PROGRAMS	CAPITAL OUTLAY				0	0	0	0
		194,152	179,208	176,798	212,769	213,013	198,769	190,769
40 - REDWOOD POOL	PERSONNEL SERVICES	53,924	55,502	63,095	70,950	65,437	69,266	64,193
40 - REDWOOD POOL	OPERATING COSTS	18,441	25,491	35,906	36,000	35,500	40,500	37,800
40 - REDWOOD POOL	OTHER EXPENDITURES	3,748	3,183	4,657	4,400	4,600	5,600	5,600
40 - REDWOOD POOL	CAPITAL OUTLAY				0	15,000	9,000	9,000
		76,114	84,176	103,838	111,350	120,537	124,366	116,593
41 - RECREATION SELF-SUPP PROG	PERSONNEL SERVICES	64,985	71,255	71,538	82,813	71,128	71,549	71,549
41 - RECREATION SELF-SUPP PROG	OPERATING COSTS	103,661	119,706	108,840	122,700	128,135	126,050	113,750
41 - RECREATION SELF-SUPP PROG	OTHER EXPENDITURES	22,051	24,903	12,521	21,000	24,000	22,000	22,000
		190,698	215,864	192,900	226,513	223,263	219,599	207,299
42 - AV COMMUNITY CENTER	PERSONNEL SERVICES	94,743	106,376	170,795	190,951	196,577	198,393	198,093
42 - AV COMMUNITY CENTER	OPERATING COSTS	113,825	109,171	90,783	135,025	128,525	128,925	111,925
42 - AV COMMUNITY CENTER	OTHER EXPENDITURES	88	62	2	550	350	350	350
42 - AV COMMUNITY CENTER	CAPITAL OUTLAY	10,355	10,464	0	12,000	30,000	71,000	66,000
		219,011	226,073	261,581	338,526	355,452	398,668	376,368
43 - CABLE TV	PERSONNEL SERVICES	476	400	160				
43 - CABLE TV	OPERATING COSTS	8,409	1,321	9,854	21,825	21,850	21,170	0
43 - CABLE TV	OTHER EXPENDITURES	0	0	0	0	0	0	0
43 - CABLE TV	CAPITAL OUTLAY	0	0	0			0	0
43 - CABLE TV	TRANSFERS	12,241	15,473	18,061	12,800	12,800	20,000	0
		21,126	17,194	28,076	34,625	34,650	41,170	0

CITY OF APPLE VALLEY
2014 GENERAL FUND SUMMARY
TOTAL EXPENSES BY DEPARTMENT

Department	Object Account	2010 Actual	2011 Actual	2012 Actual	2012 Council Adopted	2013 Council Adopted Original	2014 Dept Proposed	2014 Admin Recommended
44 - AQUATIC SWIM CENTER	PERSONNEL SERVICES	305,287	284,278	323,548	316,443	301,636	298,475	308,767
44 - AQUATIC SWIM CENTER	OPERATING COSTS	207,200	218,633	202,265	246,900	238,900	246,900	245,900
44 - AQUATIC SWIM CENTER	OTHER EXPENDITURES	58,528	52,614	58,322	58,800	58,800	62,300	62,300
44 - AQUATIC SWIM CENTER	CAPITAL OUTLAY			7,242	6,300	20,000	55,000	55,000
		571,016	555,525	591,376	628,443	619,336	662,675	671,967
45 - APPLE VALLEY SENIOR CENTER	PERSONNEL SERVICES	200,725	219,817	214,750	225,289	229,413	243,760	243,160
45 - APPLE VALLEY SENIOR CENTER	OPERATING COSTS	48,535	59,869	55,751	60,600	63,100	66,400	60,400
45 - APPLE VALLEY SENIOR CENTER	OTHER EXPENDITURES	705	2,540	1,205	2,000	2,000	2,000	2,000
45 - APPLE VALLEY SENIOR CENTER	CAPITAL OUTLAY	0	2,807	0	0	6,500	5,000	5,000
		249,964	285,033	271,705	287,889	301,013	317,160	310,560
47 - INSURANCE	PERSONNEL SERVICES	4,195	6,286	8,899	6,000	6,000	6,000	6,000
47 - INSURANCE	OTHER EXPENDITURES	257,000	268,000	260,200	260,200	265,000	267,000	262,000
		261,195	274,285	269,099	266,200	271,000	273,000	268,000
48 - CONTINGENCY	OPERATING COSTS	0	0	27,842				
48 - CONTINGENCY	OTHER EXPENDITURES	0	0	0	165,791	165,000	160,000	124,190
48 - CONTINGENCY	TRANSFERS	1,996,000	1,748,007	1,519,000				
		1,996,000	1,748,007	1,546,842	165,791	165,000	160,000	124,190
76 - FIRE RELIEF	PERSONNEL SERVICES				0	0	0	0
76 - FIRE RELIEF	OPERATING COSTS		94	788				
76 - FIRE RELIEF	OTHER EXPENDITURES	474,550	480,250	466,010	462,918	483,584	449,869	449,869
		474,550	480,344	466,798	462,918	483,584	449,869	449,869
		24,494,671	24,692,760	24,557,250	24,804,108	25,138,659	26,859,916	25,481,528

CITY OF APPLE VALLEY
2014 GENERAL FUND SUMMARY
TOTAL PERSONNEL SERVICES BY DEPARTMENT

Department	2010 Actual	2011 Actual	2012 Actual	2012 Council Adopted	2013 Council Adopted Original	2014 Dept Proposed	2014 Admin Recommended
01 - MAYOR & CITY COUNCIL	99,539	99,064	101,304	111,798	109,780	111,098	110,498
02 - ADMINISTRATION	358,962	350,226	362,119	372,711	386,389	395,434	395,434
03 - CITY CLERK/ELECTIONS	136,341	141,992	171,853	172,934	180,497	199,533	199,233
04 - HUMAN RESOURCES/FRONT DESK	476,778	459,143	338,671	482,587	426,087	439,553	438,653
05 - INFORMATION TECHNOLOGY	288,030	295,167	302,624	305,590	309,715	385,155	384,217
06 - CODE ENFORCEMENT	162,693	136,486	139,916	193,481	187,522	185,156	184,856
08 - FINANCE	481,137	490,933	487,563	505,642	518,557	520,391	520,391
14 - LEGAL SERVICES		178	0				
15 - COMMUNITY DEVELOPMENT	510,767	518,908	531,588	538,049	551,720	557,709	556,809
16 - GENERAL GOVERNMENT BUILDINGS	214,086	174,288	160,380	161,169	158,278	163,377	163,077
20 - POLICE	6,004,787	6,015,940	6,028,181	6,232,507	6,533,411	6,773,171	6,767,363
21 - CIVIL DEFENSE				0	0	0	0
22 - COMM SERV OFFIC (CSO)	81,297	35,291	54,860	108,672	113,590	134,574	115,089
23 - FIRE	825,528	900,423	911,302	922,619	951,313	1,086,187	1,085,587
27 - PW ENGINEERING	0	246,955	473,425	440,339	452,106	505,525	510,185
28 - BUILDING INSPECTIONS	426,940	408,556	420,791	424,196	447,292	456,767	455,867
29 - PUBLIC WORKS ADMIN/NATURAL RES	599,802	547,419	524,386	537,864	546,264	468,376	391,269
30 - FLEET & BUILDINGS-CMF	394,917	406,810	396,265	430,842	440,048	446,783	445,883
31 - STREET MAINTENANCE	1,133,997	1,162,459	1,137,474	1,308,970	1,268,759	1,248,084	1,245,984
32 - SNOW & ICE REMOVAL	191,385	138,373	90,467	166,015	164,526	161,899	163,108
33 - TRAFFIC SIGNS/SIGNALS/MARKERS	42,810	45,027	71,522		45,000	80,176	79,876
37 - PARK/RECREATION ADMINISTRATION	678,471	697,276	659,030	723,941	723,217	723,002	721,802
38 - PARK MAINTENANCE	1,444,821	1,432,243	1,401,329	1,409,781	1,485,025	1,517,998	1,520,590
39 - RECREATION PROGRAMS	155,581	144,156	144,666	162,769	164,043	146,619	146,619
40 - REDWOOD POOL	53,924	55,502	63,095	70,950	65,437	69,266	64,193
41 - RECREATION SELF-SUPPORTED PROG	64,985	71,255	71,538	82,813	71,128	71,549	71,549
42 - AV COMMUNITY CENTER	94,743	106,376	170,795	190,951	196,577	198,393	198,093
43 - CABLE TV	476	400	160				
44 - AQUATIC SWIM CENTER	305,287	284,278	323,548	316,443	301,636	298,475	308,767
45 - APPLE VALLEY SENIOR CENTER	200,725	219,817	214,750	225,289	229,413	243,760	243,160
47 - INSURANCE	4,195	6,286	8,899	6,000	6,000	6,000	6,000
76 - FIRE RELIEF				0	0	0	0
TOTAL PERSONNEL SERVICES	15,433,005	15,591,224	15,762,503	16,604,922	17,033,330	17,594,010	17,494,152

CITY OF APPLE VALLEY
2014 GENERAL FUND SUMMARY
TOTAL OPERATING COSTS BY DEPARTMENT

Department	2010 Actual	2011 Actual	2012 Actual	2012 Council Adopted	2013 Council Adopted Original	2014 Dept Proposed	2014 Admin Recommended
01 - MAYOR & CITY COUNCIL	21,981	17,765	14,939	24,370	23,170	23,845	23,845
02 - ADMINISTRATION	13,956	13,130	14,386	15,660	15,466	15,290	15,290
03 - CITY CLERK/ELECTIONS	120,195	67,398	124,487	143,259	77,532	145,502	145,502
04 - HUMAN RESOURCES/FRONT DESK	49,170	89,427	81,256	71,745	71,600	56,043	55,043
05 - INFORMATION TECHNOLOGY	237,264	159,480	221,506	192,500	188,480	215,100	206,964
06 - CODE ENFORCEMENT	6,997	1,220	37,471	105,900	13,200	15,060	17,260
08 - FINANCE	63,977	58,994	41,485	53,015	54,200	51,100	51,100
09 - DATA PROCESSING	173,315	196,330	182,211	197,685	205,000	249,634	197,709
10 - INDEPENDENT AUDIT	13,849	15,538	15,160	15,500	15,800	15,800	15,800
14 - LEGAL SERVICES	453,002	462,701	478,309	468,745	470,732	484,000	484,000
15 - COMMUNITY DEVELOPMENT	69,247	77,681	59,617	66,385	84,305	105,875	55,875
16 - GENERAL GOVERNMENT BUILDINGS	195,856	162,361	170,945	165,838	153,957	178,150	178,150
20 - POLICE	1,471,281	1,528,764	1,498,830	1,590,222	1,496,124	1,459,534	1,423,519
21 - CIVIL DEFENSE	9,863	10,079	13,049	18,038	20,096	23,560	21,560
22 - COMM SERV OFFIC (CSO)	13,832	18,285	15,382	24,550	23,550	11,825	17,275
23 - FIRE	350,310	401,710	428,821	487,930	390,303	401,120	361,120
27 - PW ENGINEERING	8,528	82,821	50,037	65,907	68,795	58,305	58,305
28 - BUILDING INSPECTIONS	24,560	63,206	68,361	23,330	68,670	96,780	96,780
29 - PUBLIC WORKS ADMIN/NATURAL RES	217,391	70,778	42,025	76,060	75,160	74,008	73,508
30 - FLEET & BUILDINGS-CMF	163,319	149,090	129,760	159,515	155,030	160,045	157,545
31 - STREET MAINTENANCE	567,063	539,573	474,688	535,493	548,740	519,485	519,485
32 - SNOW & ICE REMOVAL	210,353	181,333	164,199	224,540	212,525	201,495	201,495
33 - TRAFFIC SIGNS/SIGNALS/MARKERS	56,152	85,668	78,500	133,364	134,095	126,720	126,720
37 - PARK/RECREATION ADMINISTRATION	132,628	134,580	137,472	144,550	146,150	164,600	153,450
38 - PARK MAINTENANCE	764,904	811,715	810,992	779,000	816,110	910,800	879,700
39 - RECREATION PROGRAMS	38,572	35,052	32,132	50,000	48,970	52,150	44,150
40 - REDWOOD POOL	22,190	28,674	40,742	40,400	40,100	46,100	43,400
41 - RECREATION SELF-SUPPORTED PROG	125,712	144,609	121,362	143,700	152,135	148,050	135,750
42 - AV COMMUNITY CENTER	113,913	109,232	90,785	135,575	128,875	129,275	112,275
43 - CABLE TV	8,409	1,321	9,854	21,825	21,850	21,170	0
44 - AQUATIC SWIM CENTER	265,729	271,248	260,586	305,700	297,700	309,200	308,200
45 - APPLE VALLEY SENIOR CENTER	49,239	62,409	56,955	62,600	65,100	68,400	62,400
47 - INSURANCE	257,000	268,000	260,200	260,200	265,000	267,000	262,000
48 - CONTINGENCY	0	0	27,842	165,791	165,000	160,000	124,190
76 - FIRE RELIEF	474,550	480,344	466,798	462,918	483,584	449,869	449,869
TOTAL OPERATING COSTS	6,764,310	6,800,516	6,721,146	7,431,810	7,197,104	7,414,890	7,079,234

CITY OF APPLE VALLEY
2014 GENERAL FUND SUMMARY
TOTAL CAPITAL OUTLAY BY DEPARTMENT

Department	2010 Actual	2011 Actual	2012 Actual	2012 Council Adopted	2013 Council Adopted Original	2014 Dept Proposed	2014 Admin Recommended
03 - CITY CLERK/ELECTIONS				0	1,900	0	0
04 - HUMAN RESOURCES/FRONT DESK	0	673	0	0	0	0	0
05 - INFORMATION TECHNOLOGY	59,343	182,864	35,047	137,600	144,000	122,800	112,900
06 - CODE ENFORCEMENT					0	1,625	1,625
08 - FINANCE	0	0	0				
16 - GENERAL GOVERNMENT BUILDINGS	0	0	23,784	50,000	0	42,560	2,560
20 - POLICE	72,679	97,100	203,662	205,000	200,000	196,800	175,600
21 - CIVIL DEFENSE		10,968	0	0	0	0	0
23 - FIRE	0	0	77,182	120,076	135,300	271,309	271,309
27 - PW ENGINEERING		1,915	23,784	22,000	23,875	7,735	7,735
28 - BUILDING INSPECTIONS	0	0	0	0	25,400	5,970	5,970
29 - PUBLIC WORKS ADMIN/NATURAL RES	0	0	0	0	0	3,999	3,999
30 - FLEET & BUILDINGS-CMF	12,070	59,407	94,835	132,600	64,750	70,044	70,044
31 - STREET MAINTENANCE	78,166	50,591	31,353	32,000	86,200	359,330	14,400
33 - TRAFFIC SIGNS/SIGNALS/MARKERS	6,477	0	0				
37 - PARK/RECREATION ADMINISTRATION				0	0	0	0
38 - PARK MAINTENANCE	50,026	120,751	39,650	37,000	142,500	608,844	107,000
39 - RECREATION PROGRAMS				0	0	0	0
40 - REDWOOD POOL				0	15,000	9,000	9,000
42 - AV COMMUNITY CENTER	10,355	10,464	0	12,000	30,000	71,000	66,000
43 - CABLE TV	0	0	0			0	0
44 - AQUATIC SWIM CENTER			7,242	6,300	20,000	55,000	55,000
45 - APPLE VALLEY SENIOR CENTER	0	2,807	0	0	6,500	5,000	5,000
TOTAL CAPITAL OUTLAY	289,116	537,541	536,540	754,576	895,425	1,831,016	908,142

CITY OF APPLE VALLEY
2014 GENERAL FUND SUMMARY
TOTAL TRANSFERS BY DEPARTMENT

Department	Object Account	2010 Actual	2011 Actual	2012 Actual	2012 Council Adopted	2013 Council Adopted Original	2014 Dept Proposed	2014 Admin Recommended
43 - CABLE TV	TOTAL TRANSFERS	12,241	15,473	18,061	12,800	12,800	20,000	0
48 - CONTINGENCY	TOTAL TRANSFERS	1,996,000	1,748,007	1,519,000				
TOTAL TRANSFERS		2,008,241	1,763,480	1,537,061	12,800	12,800	20,000	0

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 2014

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 2010	Actual 2011	Actual 2012	Projected 2013	Projected 2014
Residents represented	49,084	49,801	49,895	Tbd	Tbd
City Market Value (000's)	$4,767,389	$4,437,375	$ 4,323,035	$4,068,568	$4,163,700
Gen Fund Budget overseen	25,742.689	24,186,876	24,521,314	25,251,113	$25,481,528
Parcels within the City	17,629	17,684	17,709	17,814	17,756
# Homesteaded parcels	15,581	15,667	15,750	15,360	14,823

	Regular Status Personnel Schedule –FTE's				
Position Title	Adopted 2010	Adopted 2011	Adopted 2012	Adopted 2013	Proposed 2014
Councilmember	5	5	5	5	5

Summary Budget Department 01 Mayor & Council							
	2010 Actual	2011 Adopted	2011 Actual	2012 Adopted	2012 Actual	2013 Adopted	2014 Request
Expenditures:							
Salaries & Wages	43,451	43,780	43,451	43,780	43,570	44,214	43,347
Emp. Benefits	56,088	68,018	55,613	68,018	57,734	65,566	67,151
Supplies	333	300	331	300	518	300	530
Contractual Serv.	185	250	-	250	188	250	240
Training/Travel/Dues	19,301	23,880	17,402	23,820	14,180	22,620	23,075
Other Exp.	2,162	-	32	-	53	-	-
Capital outlay	-	-	-	-		-	-
Total Exp.	121,520	136,228	116,829	136,168	116,243	132,950	134,343
Net provision to (use of) general revenues	121,520	136,228	116,829	136,168	116,243	132,950	134,343

2014 CAPITAL OUTLAY

None

City of Apple Valley
Budget Summary
2014 Budget
MAYOR & CITY COUNCIL

Object Account	2011 Actual	2012 Council Adopted Amended Budget	2012 Actual	2013 Council Adopted Original Budget	06/30/13 YTD Actual	2014 Dept Proposed	2014 Admin Recomm
6110 - SALARY-REGULAR EMPLOYEES	43,451	43,347	43,570	43,347	21,309	43,347	43,347
6123 - SALARY-OTHER		433		867		0	0
6105 - SALARIES AND WAGES	43,451	43,780	43,570	44,214	21,309	43,347	43,347
6138 - MEDICARE	510	635	527	641	249	629	629
6139 - FICA	1,104	2,714	1,170	1,726	502	1,692	1,692
6141 - PENSIONS-PERA	2,354	2,189	2,360	2,395	1,154	2,348	2,348
6142 - WORKERS COMPENSATION	83	80	79	84	41	82	82
6145 - MEDICAL INSURANCE	45,395	62,400	47,549	60,720	29,828	63,000	62,400
6146 - DENTAL INSURANCE	4,664		4,542		2,357		
6147 - LIFE INSURANCE-BASIC	57		58		28		
6148 - LIFE INSURANCE-SUPP/DEPEND	1,446		1,449		707		
6125 - EMPLOYEE BENEFITS	55,613	68,018	57,734	65,566	34,867	67,751	67,151
6100 - TOTAL PERSONNEL SERVICES	99,064	111,798	101,304	109,780	56,176	111,098	110,498
6210 - OFFICE SUPPLIES	64	50	158	50	49	145	145
6229 - GENERAL SUPPLIES	267	250	360	250	193	385	385
6205 - SUPPLIES	331	300	518	300	243	530	530
6237 - TELEPHONE/PAGERS	0	150	0	150	0	150	150
6238 - POSTAGE/UPS/FEDEX		0	62	0	0	0	0
6239 - PRINTING	0	100	127	100	0	90	90
6230 - CONTRACTUAL SERVICES	0	250	188	250	0	240	240
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	1,501	2,350	1,113	1,000	1,276	1,100	1,100
6276 - SCHOOLS/CONFERENCES/EXP OTHER	12,362	17,950	9,608	16,750	5,149	16,800	16,800
6277 - MILEAGE/AUTO ALLOWANCE	1,364	50	1,184	1,400	189	1,400	1,400
6278 - SUBSISTENCE ALLOWANCE	2,100	3,400	2,200	3,400	1,100	3,700	3,700
6280 - DUES & SUBSCRIPTIONS	45	70	75	70	81	75	75
6281 - UNIFORM/CLOTHING ALLOWANCE	30	0	0	0	0	0	0
6270 - TRAINING/TRAVEL/DUES	17,402	23,820	14,180	22,620	7,796	23,075	23,075
6200 - TOTAL OPERATING COSTS	17,733	24,370	14,887	23,170	8,038	23,845	23,845
6399 - OTHER CHARGES	32		53		0		
6301 - OTHER EXPENDITURES	32		53		0		
6300 - TOTAL OTHER EXPENDITURES	32		53		0		
6001 - EXPENDITURES	116,829	136,168	116,244	132,950	64,214	134,943	134,343

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 01: MAYOR & CITY COUNCIL - 1005

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
	SALARIES						
6110	Regular Employees	43,347	43,347	43,347	43,347	43,347	43,347
6123	Salary - Other	433	433	867	-	-	-
6138	Medicare	635	635	641	641	629	629
6139	FICA	2,714	2,714	1,726	1,726	1,692	1,692
6141	Pension - PERA	2,189	2,189	2,395	2,395	2,348	2,348
6142	Work Comp Ins	80	80	84	84	82	82
6145	Hospital & Life Insurance	62,400	62,400	60,720	60,720	63,000	62,400
	Total	111,798	111,798	109,780	108,913	111,098	110,498
6210	**OFFICE SUPPLIES**						
		50	50	50	150	150	150
						(5)	(5)
	Total	50	50	50	150	145	145
6229	**GENERAL SUPPLIES**						
	Miscellaneous	250	250	250	350	400	400
						(15)	(15)
	Total	250	250	250	350	385	385
6237	**TELEPHONE/PAGERS**						
	Mobile Phone	150	150	150	150	150	150
	Total	150	150	150	150	150	150
6238	**POSTAGE/UPS/FEDEX**						
	Fed EX	-	-	-			
	Total	-	-	-	-	-	-
6239	**PRINTING/PUBLISHING**						
	Miscellaneous (Business Cards)	100	100	100	100	100	100
						(10)	(10)
	Total	100	100	100	100	90	90
6275	**SCHOOL/CONF/EXP - LOCAL**						
	Includes LMC, AMM, and	300	600	450	500	500	500
	other General Conference	500	1,750	550	600	600	600
	and Workshop Expenses						
	Total	800	2,350	1,000	1,100	1,100	1,100
6276	**SCHOOL/CONF/EXP - OTHER**						
	LMC Annual 3 attendees	3,000	3,000	1,800	1,800	2,250	2,250
	NLC Spring (DC) 3 attendees	5,400	5,400	5,400	4,700	5,250	5,250
	NLC Fall 4 attendees	8,750	8,750	7,000	7,000	7,000	7,000
	NLC Board			1,575	1,750	1,750	1,750
	Other Conferences	500	500	375	300	300	300
	Mayor's Association 1 attendee	500	300	300	620	250	250
	Total	18,150	17,950	16,450	16,170	16,800	16,800
6277	**MILEAGE ALLOWANCE**						
	Miscellaneous Mileage	1,400	50	1,400	1,400	1,400	1,400
	Linked to 6275						
	Total	1,400	50	1,400	1,400	1,400	1,400
6278	**SUBSISTANCE ALLOWANCE**						
	NLC Spring (DC) 3 @ 500	1,500	1,500	1,500	1,000	1,500	1,500
	NLC Fall 4 @ $250	1,000	1,250	1,000	1,000	1,000	1,000
	NLC Board			550	550	550	550
	LMC Annual 3 @ $150	750	450	450	450	450	450
	Other Conferences	200	200	200	200	200	200
	Total	3,450	3,400	3,700	3,200	3,700	3,700
6280	**DUES & SUBSCRIPTIONS**						
	Mayor Association Dues	20	20	20	25	25	25
	Misc.	60	50	50	50	50	50
	Total	80	70	70	75	75	75
	Total Net of Personnel	24,430	24,370	23,170	22,695	23,845	23,845
	TOTAL EXPENSES	$ 136,228	$ 136,168	$ 132,950	$ 131,608	$ 134,943	$ 134,343

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 2014

1. Develop balanced 2014 budget within financial parameters set by City Council.
2. Administer Council directives for service levels in response to economic conditions.
3. Develop 2014-2019 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 2010	Projected 2011	Projected 2012	Projected 2013	Projected 2014
Full-time employees	185	184	177	178	180
Gen Fund Budget managed	$25,742,689	$24,186,876	$24,521,314	$25,251,113	$25,481,528
Total All Budgeted Funds	$ 52 million	$ 52 million	$54 million	$ 66 million	$ 61 million
Moody's Bond Rating	Aa1	Aaa	Aaa	Aaa	Aaa

	Regular Status Personnel Schedule –FTE's				
Position Title	Adopted 2010	Adopted 2011	Adopted 2012	Proposed 2013	Proposed 2014
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 2010	Adopted 2011	Adopted 2012	Proposed 2013	Proposed 2014
None					

Summary Budget Department 02 Administration							
	2010 Actual	2011 Adopted	2011 Actual	2012 Adopted	2012 Actual	2013 Adopted	2014
Revenue:							
Expenditures:							
Salaries & Wages	273,055	274,860	263,895	280,012	273,557	293,510	297,120
Emp. Benefits	85,907	90,360	86,331	92,699	88,562	92,879	98,314
Supplies	392	300	668	200	631	225	260
Contractual Serv.	792	975	911	1,200	1,768	1,750	1,530
Repairs & Maint.	-	-	-	-	-	-	-
Training/Travel/Dues	12,772	14,441	11,551	14,260	11,752	13,491	13,500
Other Exp.		-	-	-	236	-	-
Capital outlay		-	-	-		-	-
Total Exp	372,918	380,936	363,355	388,371	376,506	401,855	410,724
Net provision to (use of) general revenues	(372,918)	(380,936)	(363,355)	(388,371)	(376,506)	(401,855)	(401,855)

2014 CAPITAL OUTLAY

None

City of Apple Valley
Budget Summary
2014 Budget
ADMINISTRATION

Object Account	2011 Actual	2012 Council Adopted Amended Budget	2012 Actual	2013 Council Adopted Original Budget	06/30/13 YTD Actual	2014 Dept Proposed	2014 Admin Recomm
6110 - SALARY-REGULAR EMPLOYEES	263,895	274,845	273,651	281,767	141,124	287,396	287,396
6113 - OVERTIME-REGULAR EMPLOYEES	0	0	274	0	221	0	0
6122 - COMP REQUEST	0		-368		-394		
6123 - SALARY-OTHER		5,167		11,743		9,724	9,724
6105 - SALARIES AND WAGES	263,895	280,012	273,557	293,510	140,951	297,120	297,120
6138 - MEDICARE	3,671	4,060	3,917	4,256	1,989	4,308	4,308
6139 - FICA	14,496	16,376	15,606	18,198	8,506	17,119	17,119
6141 - PENSIONS-PERA	19,233	20,301	20,009	21,279	10,219	21,541	21,541
6142 - WORKERS COMPENSATION	1,404	1,450	1,433	1,543	753	1,564	1,564
6144 - LONG-TERM DISABILITY INSURANCE	746	812	778	851	402	862	862
6145 - MEDICAL INSURANCE	43,507	49,700	43,118	46,752	25,370	52,920	52,920
6146 - DENTAL INSURANCE	2,665		3,087		1,591		
6147 - LIFE INSURANCE-BASIC	32		35		17		
6148 - LIFE INSURANCE-SUPP/DEPEND	578		579		283		
6125 - EMPLOYEE BENEFITS	86,331	92,699	88,562	92,879	49,131	98,314	98,314
6100 - TOTAL PERSONNEL SERVICES	350,226	372,711	362,119	386,389	190,082	395,434	395,434
6210 - OFFICE SUPPLIES	102	150	299	150	7	190	190
6211 - SMALL TOOLS & EQUIPMENT	542		214		0		
6229 - GENERAL SUPPLIES	23	50	118	75	0	70	70
6205 - SUPPLIES	668	200	631	225	7	260	260
6237 - TELEPHONE/PAGERS	911	1,200	1,330	1,400	627	1,205	1,205
6238 - POSTAGE/UPS/FEDEX		0		0		0	0
6239 - PRINTING	0	0	437	350	335	325	325
6230 - CONTRACTUAL SERVICES	911	1,200	1,768	1,750	962	1,530	1,530
6260 - REPAIRS AND MAINTENA	0	0	0	0	0	0	0
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	1,138	1,900	1,226	1,300	799	1,260	1,260
6276 - SCHOOLS/CONFERENCES/EXP OTHER	3,044	4,680	2,995	4,430	901	4,520	4,520
6277 - MILEAGE/AUTO ALLOWANCE	4,658	4,720	4,691	4,720	2,227	4,670	4,670
6278 - SUBSISTENCE ALLOWANCE	400	600	500	600	0	600	600
6279 - EDUCATION ASSISTANCE							
6280 - DUES & SUBSCRIPTIONS	2,311	2,360	2,339	2,441	2,323	2,450	2,450
6270 - TRAINING/TRAVEL/DUES	11,551	14,260	11,752	13,491	6,251	13,500	13,500
6200 - TOTAL OPERATING COSTS	13,130	15,660	14,150	15,466	7,219	15,290	15,290
6399 - OTHER CHARGES	0		236		0		
6301 - OTHER EXPENDITURES	0		236		0		
6300 - TOTAL OTHER EXPENDITURES	0		236		0		
6001 - EXPENDITURES	363,355	388,371	376,506	401,855	197,301	410,724	410,724

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 02: ADMINISTRATION - 1010

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
	SALARIES						
6110	Regular Employees	272,139	274,845	281,767	281,767	287,396	287,396
6111	Salaries - Part time						
6112	Salaries - Seasonal Temp						
6113	Overtime - Regular	-					
6123	Salaries - Other	2,721	5,167	11,743	11,743	9,724	9,724
6138	Medicare	3,985	4,060	4,256	4,256	4,308	4,308
6139	FICA	17,041	16,376	18,198	18,198	17,119	17,119
6141	Pension - PERA	19,927	20,301	21,279	21,279	21,541	21,541
6142	Work Comp Ins	1,430	1,450	1,543	1,543	1,564	1,564
6144	Long-term Disability Insurance	797	812	851	851	862	862
6145	Hospital & Life Insurance	47,180	49,700	46,752	46,752	52,920	52,920
	Total	365,220	372,711	386,389	386,389	395,434	395,434
6210	**OFFICE SUPPLIES**						
	Miscellaneous	200	150	150	200	200	200
						(10)	(10)
	Total	200	150	150	200	190	190
6229	**GENERAL SUPPLIES**						
	Various	100	50	75	75	75	75
						(5)	(5)
	Total	100	50	75	75	70	70
6237	**TELEPHONE/PAGERS**						
	Mobile Phones	900	1,200	1,400	1,260	1,300	1,300
						(95)	(95)
	Total	900	1,200	1,400	1,260	1,205	1,205
6238	**POSTAGE/UPS/FEDEX**						
		25	-				
	Total	25	-	-	-	-	-
6239	**PRINTING/PUBLISHING**						
	Various	50	-	350	335	350	350
						(25)	(25)
	Total	50	-	350	335	325	325
6265	**REPAIRS - EQUIPMENT**						
		-	-				
	Total	-	-	-	-	-	-
6275	**SCHOOL/CONF/EXP - LOCAL**						
	Workshops/Meetings	1,750	1,500	1,100	900	1,100	1,100
	Meetings (Chamber related)	450	400	200	120	160	160
	Total	2,200	1,900	1,300	1,020	1,260	1,260
6276	**SCHOOL/CONF/EXP - OTHER**						
	NLC Fall	1,650	1,350	1,350	1,350	1,350	1,350
	LMC	900	700	450	350	500	500
	ICMA	1,100	1,750	1,750	1,750	1,750	1,750
	MCMA (1 attendee @ $880)	880	880	880	900	920	920
	Total	4,530	4,680	4,430	4,350	4,520	4,520
6277	**MILEAGE ALLOWANCE**						
	Car Allowance ($385 per month)	4,620	4,620	4,620	4,620	4,620	4,620
	Other Mileage	100	100	100	50	50	50
	Total	4,720	4,720	4,720	4,670	4,670	4,670
6278	**SUBSISTANCE ALLOWANCE**						
	NLC Fall	250	250	250	250	250	250
	LMC (1 @ $150)	150	150	150	-	150	150
	ICMA	200	200	200	200	200	200
	Total	600	600	600	450	600	600

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 02: ADMINISTRATION - 1010

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
6280	**DUES & SUBSCRIPTIONS**						
	MAMA	45	45	45	45	45	45
	MCMA - Administrator	116	125	125	155	160	160
	MCMA - Assistant	90	100	105	125	130	130
	ICMA - Administrator	960	985	1,035	1,040	1,045	1,045
	ICMA - Assistant	790	780	806	833	845	845
	Notary Dues	165	100	100	100		
	MPAL	25	25	25	25	25	25
	Rotary	200	200	200	200	200	200
		-					
	Total	2,391	2,360	2,441	2,523	2,450	2,450
6281	**UNIFORM/CLOTHING ALLOWANCE**	-	-	-	-	-	-
	Total	-	-	-	-	-	-
	Total Net of Personnel	15,716	15,660	15,466	14,883	15,290	15,290
	TOTAL EXPENSES ABOVE	$ 380,936	$ 388,371	$ 401,855	$ 401,272	$ 410,724	$ 410,724

Apple Valley

Notes:

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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 2014

In addition to the regular and recurring duties assigned to the City Clerk's office, the major objective for 2014 will be to prepare for and administer the Primary and General Elections; including securing polling sites, recruiting and training judges, testing equipment, ordering supplies, and coordinating the absentee ballot process.

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Actual 2010	Actual 2011	Actual 2012	Projected 2013	Projected 2014
Agenda Packets & Minutes	29	30	26	24	24
Resolutions	230	230	260	230	230
Ordinances	32	19	9	10	10
Public Hearing Notices	34	31	26	26	26
Legal Ads	107	64	54	54	54
Licenses & Permits	322	361	421	319	350
Insurance Claims	59	61	63	60	60
Agreements/Contracts	84	150	156	80	80
Change Orders	17	20	69	12	12
Bid Openings	11	12	10	10	10
Elections	2	0	2	0	2
Total Voters - Prim./Spec.	4,524	NA	2,581	NA	2,500
Total Voters - Genl.	21,271	NA	29,715	NA	21,000
Election Day Regist. - P/S	338	NA	116	NA	115
Election Day Regist. - G	2,148	NA	5,146	NA	2,100
Absentee Ballots - P/S	159	NA	133	NA	175
Absentee Ballots - G	1,316	NA	2,993	NA	2,500
CUP's/IUP's Filed	7	3	9	3	3
Vacations Filed	6	5	0	1	1
Auctions	3	4	6	4	4
Scanned Documents	12,433	13,365	13,987	12,000	12,000

	Regular Status Personnel Schedule – FTE's				
Position Title	Adopted 2010	Adopted 2011	Adopted 2012	Proposed 2013	Proposed 2014
City Clerk	1	1	1	1	1
Clerical Assistant	.6	.6	0	0	0
Administrative Specialist			.75	1	1

Summary Budget
Department 03 - City Clerk / Elections

	2011 Adopted	2011 Actual	2012 Adopted	2012 Actual	2013 Adopted	2014 Proposed
Revenue:						
License:						
TOBACCO	8,000	11,710	11,440	605	9,000	12,045
TRASH COLLECTION	4,700	5,513	5,600	5,300	5,600	5,300
KENNEL	120	-	120	-	-	-
FUEL	12,000	12,060	12,660	12,780	12,000	12,900
LIQUOR / WINE	103,000	96,590	94,280	97,318	99,000	109,520
BEER ON & OFF	6,000	25,230	5,840	6,195	5,800	5,650
TRANSIENT MERCH.	4,000	9,800	8,500	10,675	8,600	7,000
VENDING MACHINES	2,000	1,860	1,905	1,815	1,900	1,815
MASSAGE THERAPY	-	7,800	5,600	7,375	6,000	5,200
LICENSE-OTHER	2,700	4,285	2,725	2,920	2,000	2,845
ELECTION FILING	-	-	-		-	-
SALE OF ASSETS/ AUCT.	20,000	43,281	20,000	100,377	20,000	20,000
	162,520	218,129	168,670	245,360	169,900	182,275
Expenditures:						
Salaries & Wages	105,215	108,687	130,970	134,672	133,693	151,958
Emp. Benefits	29,013	33,304	41,964	37,181	46,804	47,275
Supplies	900	2,829	3,100	1,816	900	2,800
Contractual Serv.	14,750	7,275	75,075	59,800	13,275	73,875
Repairs & Maint.	5,550	5,050	5,550	5,050	5,550	5,550
Training/Travel/Dues	57,996	52,243	57,334	55,404	57,807	60,577
Other Exp.	-	-	2,200	2,417	-	2,700
Capital outlay	-	-	-	-	1,900	-
Total Exp	213,424	209,388	316,193	296,340	259,929	344,735
Net addition to (use of) general revenues	(50,904)	8,741	(147,523)	(50,980)	(90,029)	(162,460)

2014 CAPITAL OUTLAY
none

City of Apple Valley
Budget Summary
2014 Budget
CITY CLERK/ELECTIONS

Object Account	2011 Actual	2012 Council Adopted Amended Budget	2012 Actual	2013 Council Adopted Original Budget	06/30/13 YTD Actual	2014 Dept Proposed	2014 Admin Recomm
6110 - SALARY-REGULAR EMPLOYEES	98,473	113,250	112,746	125,432	47,155	121,630	121,630
6111 - SALARY PART-TIME	3,828	0	30	0	0	0	0
6112 - SALARY-SEASONAL TEMP	5,954	6,900	10,189	0	4,925	13,000	13,000
6113 - OVERTIME-REGULAR EMPLOYEES	432	7,800	11,535	3,000	277	13,000	13,000
6121 - INSURANCE CASH BENEFIT			480		60		
6122 - COMP REQUEST	0		-853		-13		
6123 - SALARY-OTHER		3,020		5,261		4,328	4,328
6124 - OVERTIME-SEASONAL TEMP			546		0		
6105 - SALARIES AND WAGES	108,687	130,970	134,672	133,693	52,404	151,958	151,958
6138 - MEDICARE	1,455	1,899	1,917	1,939	726	2,203	2,203
6139 - FICA	6,222	8,118	8,197	8,289	3,106	9,421	9,421
6141 - PENSIONS-PERA	7,543	8,994	8,972	9,475	3,438	10,074	10,074
6142 - WORKERS COMPENSATION	646	776	895	802	313	912	912
6144 - LONG-TERM DISABILITY INSURANCE	286	337	321	379	141	365	365
6145 - MEDICAL INSURANCE	15,826	21,840	15,551	25,920	9,341	24,600	24,300
6146 - DENTAL INSURANCE	1,310	0	1,309	0	665	0	0
6147 - LIFE INSURANCE-BASIC	16		19		7		
6148 - LIFE INSURANCE-SUPP/DEPEND	0		0		5		
6125 - EMPLOYEE BENEFITS	33,304	41,964	37,181	46,804	17,742	47,575	47,275
6100 - TOTAL PERSONNEL SERVICES	141,992	172,934	171,853	180,497	70,147	199,533	199,233
6210 - OFFICE SUPPLIES	2,003	1,600	892	500	362	1,600	1,600
6211 - SMALL TOOLS & EQUIPMENT	340		0		0		
6229 - GENERAL SUPPLIES	486	1,500	924	400	0	1,200	1,200
6205 - SUPPLIES	2,829	3,100	1,816	900	362	2,800	2,800
6231 - LEGAL SERVICES					0		
6236 - ELECTION JUDGE PAYMENTS	0	56,550	52,924	0	0	59,700	59,700
6239 - PRINTING	3,867	13,200	4,279	8,950	2,044	10,350	10,350
6249 - OTHER CONTRACTUAL SERVICES	3,408	5,325	2,597	4,325	300	3,825	3,825
6230 - CONTRACTUAL SERVICES	7,275	75,075	59,800	13,275	2,344	73,875	73,875
6265 - REPAIRS-EQUIPMENT	5,050	5,550	5,050	5,550	5,050	5,550	5,550
6260 - REPAIRS AND MAINTENA	5,050	5,550	5,050	5,550	5,050	5,550	5,550
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	75	900	282	900	60	900	900
6276 - SCHOOLS/CONFERENCES/EXP OTHER	631	900	644	900	645	2,400	2,400
6277 - MILEAGE/AUTO ALLOWANCE	11	1,000	648	300	0	1,000	1,000
6278 - SUBSISTENCE ALLOWANCE	100	200	100	200	100	400	400
6280 - DUES & SUBSCRIPTIONS	51,427	54,334	53,730	55,507	27,482	55,877	55,877
6270 - TRAINING/TRAVEL/DUES	52,243	57,334	55,404	57,807	28,287	60,577	60,577
6200 - TOTAL OPERATING COSTS	67,398	141,059	122,070	77,532	36,043	142,802	142,802
6310 - RENTAL EXPENSE	0	2,200	1,992	0	0	2,700	2,700
6399 - OTHER CHARGES	0		425		0		
6301 - OTHER EXPENDITURES	0	2,200	2,417	0	0	2,700	2,700
6300 - TOTAL OTHER EXPENDITURES	0	2,200	2,417	0	0	2,700	2,700
6720 - CAPITAL OUTLAY-FURNITURE & FIX				1,900		0	0
6700 - TOTAL CAPITAL OUTLAY		0		1,900		0	0
6001 - EXPENDITURES	209,389	316,193	296,340	259,929	106,190	345,035	344,735

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 03: CITY CLERK/ELECTIONS - 1015

COMPANY 1000: GENERAL FUND

JDE ACCT	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
6110	**SALARIES**						
	Regular Employees	80,465	113,250	125,432	117,432	121,630	121,630
6111	Salary-Parttime	21,184	-				
6112	*Salary-Seasonal Temp	-	6,900	-	5,000	13,000	13,000
6113	Overtime - Reg	2,500	7,800	3,000	3,000	13,000	13,000
6123	Salaries - Other	1,066	3,020	5,261	5,261	4,328	4,328
6138	Medicare	1,526	1,899	1,939	1,939	2,203	2,203
6139	FICA	6,523	8,118	8,289	8,289	9,421	9,421
6141	Pension - PERA	7,628	8,994	9,475	9,475	10,074	10,074
6142	Work Comp Ins	620	776	802	802	912	912
6144	Long-term Disability Insurance	236	337	379	379	365	365
6145	Hospital & Life Insurance	12,480	21,840	25,920	25,920	24,600	24,300
	Total	134,228	172,934	180,497	177,497	199,534	199,234
6210	**OFFICE SUPPLIES**						
	Miscellaneous	500	500	500	500	500	500
	*Polling Place/Election Supplies	-	1,100			1,100	1,100
	Total	500	1,600	500	500	1,600	1,600
6229	**GENERAL SUPPLIES**						
	Miscellaneous	400	400	400	400	400	400
	*Polling Place Supplies & Signs & Various Election Supplies	-	800			800	800
	*Scanner, Label Printer, Hub Switch		300				
	Total	400	1,500	400	400	1,200	1,200
6236	**ELECTION JUDGE PAYMENTS**						
	*Election: Primary & General						
	*Head Judges 1,500 hours @ $11.00	-	15,750			16,500	16,500
	*Other Judges 4,800 hours @ $9.00	-	40,800			43,200	43,200
	Total	-	56,550	-	-	59,700	59,700
6239	**PRINTING/PUBLISHING**						
	Legal Notices	7,350	7,350	7,350	5,000	5,000	5,000
	Dakota County Filing Fees	1,100	1,100	1,100	1,100	1,100	1,100
	*Election Judge Manuals	-	1,300			1,000	1,000
	*General Election Ballots	-	2,200			2,000	2,000
	*Election Postal Verification Cards	-	750			750	750
	Business Card Stock, Misc.	500	500	500	500	500	500
	Total	8,950	13,200	8,950	6,600	10,350	10,350
6249	**OTHER CONTRACTUAL SERVICES**						
	Update Codification of Ordinances	5,475	5,000	4,000	4,000	3,500	3,500
	Host City Code on Web Site	325	325	325	325	325	325
	Total	5,800	5,325	4,325	4,325	3,825	3,825
6265	**REPAIRS - EQUIPMENT**						
	Office Equipment Repairs	500	500	500	500	500	500
	*Annual Maintenance for						
	Vote Tabulators ($125/tabulator)	2,250	2,250	2,250	2,250	2,250	2,250
	HAVA Equipment ($175/machine)	2,800	2,800	2,800	2,800	2,800	2,800
	Total	5,550	5,550	5,550	5,550	5,550	5,550
6275	**SCHOOL/CONF/EXP - LOCAL**						
	Workshops	400	400	400	400	400	400
	Meetings	300	300	300	300	300	300
	Other	200	200	200	200	200	200
	Total	900	900	900	900	900	900
6276	**SCHOOL/CONF/EXP - OTHER**						
	MCFOA	900	900	900	900	900	900
	IIMC					1,500	1,500
	Total	900	900	900	900	2,400	2,400

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 03: CITY CLERK/ELECTIONS - 1015

COMPANY 1000: GENERAL FUND

JDE ACCT	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
6277	**MILEAGE ALLOWANCE**						
	Allowance, Clerk	300	300	300	300	300	300
	*Mileage, Election Judges & Employees	-	700			700	700
	Total	300	1,000	300	300	1,000	1,000
6278	**SUBSISTENCE ALLOWANCE**						
	MCFOA, IIMC, LMC	200	200	200	200	400	400
	Total	200	200	200	200	400	400
6280	**DUES & SUBSCRIPTIONS**						
	IIMC	165	175	175	185	185	185
	MCFOA	75	75	75	75	75	75
	LMC Directory	65	65	65	65	65	65
	Other	300	300	300	300	300	300
	NLC Dues	4,205	4,205	4,205	3,813	3,813	3,813
	LMC Dues	26,418	26,418	26,197	26,197	27,893	27,893
	Metro Cities Dues	12,068	12,346	13,740	12,594	12,796	12,796
	Municipal Legislative Commission	10,500	10,500	10,500	10,500	10,500	10,500
	Dakota Co. Historical Society	250	250	250	250	250	250
	AV Trademark	1,650					
	Total	55,696	54,334	55,507	53,979	55,877	55,877
6310	**RENTAL EXPENSE**						
	*Polling Places	-	1,000			1,500	1,500
	*Van/Trailer for Set-Up	-	1,200			1,200	1,200
	Total	-	2,200	-	-	2,700	2,700
6720	**CAPITAL OUTLAY - OFFICE FURN**						
	Fire Proof File Cabinet			1,900	1,900		
	Total	-	-	1,900	1,900	-	-
6740	**CAPITAL OUTLAY - MACH EQ**						
	*Voting Tabulators (19 machines)			move to FCPF			
	Total			-	-		
	Total Net of Personnel	79,196	143,259	79,432	75,554	145,502	145,502
	TOTAL EXPENSES	$ 213,424	$ 316,193	$ 259,929	$ 253,051	$ 345,035	$ 344,735

* Election-related expenses

Apple Valley

Notes:

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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 2014

- Complete job evaluation and market study to replace obsolete job evaluation system
- Update personnel policies
- Implement required provisions of Affordable Care Act

IMPACT MEASURES / PERFORMANCE INDICATORS

ITEM	2010	2011	Projected 2012	Projected 2013	Projected 2014
PERFORMANCE INDICATORS					
Employment actions processed	425	428	560	652	655
New hires		92	115	138	140
Rehires		209	192	214	215
Other: promotion, transfer, status change		127	253	300	300
Employment applications processed	797	1,934	2108	2000	2000
Checks generated	10,552	9,903	9940	9975	10,000
W-2s generated	691	668	653	675	695
Section 125 enrollment savings	$29,542	$30,538	$17,063	$17,000	$17,500
Benefit enrollments/changes processed					
Mid-year	31	36	49	50	50
Open enrollment: medical/dental/life	295	285	107	71	75
Front desk					
Calls/visitors	28,952				
New resident packets	576				
Utility bill payments processed	37,108				
Public notices posted	992				

ITEM	2010	2011	2012	Projected 2013	Projected 2014
OUTCOME MEASURES					
Days to fill vacancies	45	62	60	60	60
Turnover rate - FT	2.14%	4.52%	3.91%	3.00%	4.00%
Turnover rate - PT	6.28%	6.67%	4.26%	6.00%	6.00%
Turnover rate - PT Liquor	29.41%	44.12%	42.42%	40.00%	40.00%
Turnover rate – Paid-on-Call Firefighters			9.33%	8.00%	8.00%
Performance review completion	100%	100%	100%	100%	100%
Health claims experience	67.38%	70.70%	75.00%	74.00%	75.00%
Safety metrics					
Workers' comp. experience modifier	1.03	0.91	0.8	0.75	0.8
Days away from work	341	80	80	80.5	90
Restricted days	553	217	79	90	95

Regular Status
Personnel Schedule –FTE's

Position Title	Adopted 2010	Adopted 2011	Adopted 2012	Adopted 2013	Proposed 2014
HUMAN RESOURCES MGR	1.0	1.0	1.0	1.0	1
HR REPRESENTATIVE	1.0	1.0	1.0		
DEPARTMENT SPECIALIST				1.0	.75
HR/PAYROLL TECHNICIAN	1.0	1.0	1.0	1.0	1
PAYROLL COORDINATOR	1.0	1.0	1.0	1.0	1
BACK-UP RECEPTIONIST	0.6	0.6	0.25		.25
RECEPTIONIST	1.0	1.0	1.0	1.0	1

Temporary Status
Personnel Schedule – Hours
(Part Time)

Position Title	Adopted 2010	Adopted 2011	Adopted 2012	Adopted 2013	Proposed 2014
None					

Summary Budget
Department 04 Human Resources

	2010 Actual	2011 Adopted	2011 Actual	2012 Adopted	2012 Actual	2013 Adopted	2014 Proposed
Expenditures:							
Salaries & Wages	363,301	364,522	351,513	361,062	261,674	323,342	327,935
Emp. Benefits	113,477	132,537	107,630	121,525	76,997	102,745	110,718
Supplies	1,948	1,450	729	1,550	643	1,000	225
Contractual Serv.	36,961	84,350	76,441	51,400	73,127	55,850	36,354
Training/Travel/Dues	4,699	5,430	4,766	5,295	4,317	4,250	5,714
Other Exp.	5,562	11,500	7,492	13,500	3,169	10,500	12,750
Capital outlay	-	-	673	-		-	
	525,948	599,789	549,244	554,332	419,927	497,687	493,696
Net addition to (use of) general revenues	(525,948)	(599,789)	(549,244)	(554,332)	(419,927)	(497,687)	(493,696)

2014 CAPITAL OUTLAY
none

City of Apple Valley
Budget Summary
2014 Budget
HUMAN RESOURCES/FRONT DESK

Object Account	2011 Actual	2012 Council Adopted Amended Budget	2012 Actual	2013 Council Adopted Original Budget	06/30/13 YTD Actual	2014 Dept Proposed	2014 Admin Recomm
6110 - SALARY-REGULAR EMPLOYEES	348,079	346,062	251,057	311,081	129,586	314,238	314,238
6112 - SALARY-SEASONAL TEMP	0	0	5,333	0	225	0	0
6113 - OVERTIME-REGULAR EMPLOYEES	2,288	2,000	6,377	2,000	4,609	3,000	3,000
6121 - INSURANCE CASH BENEFIT	3,133		2,012		1,215		
6122 - COMP REQUEST	-1,987		-3,117		-1,519		
6123 - SALARY-OTHER		13,000		10,261		10,697	10,697
6124 - OVERTIME-SEASONAL TEMP			12		0		
6105 - SALARIES AND WAGES	351,513	361,062	261,674	323,342	134,115	327,935	327,935
6138 - MEDICARE	5,065	5,146	3,725	4,689	1,927	4,741	4,741
6139 - FICA	21,656	22,004	15,925	20,047	8,241	20,270	20,270
6141 - PENSIONS-PERA	25,134	25,730	18,124	23,297	9,619	23,703	23,703
6142 - WORKERS COMPENSATION	2,072	2,102	1,536	1,940	792	1,962	1,962
6144 - LONG-TERM DISABILITY INSURANCE	994	1,023	687	932	377	942	942
6145 - MEDICAL INSURANCE	46,921	65,520	32,716	51,840	22,393	60,000	59,100
6146 - DENTAL INSURANCE	4,281	0	3,861	0	2,121	0	0
6147 - LIFE INSURANCE-BASIC	61		43		23		
6148 - LIFE INSURANCE-SUPP/DEPEND	1,446		379		193		
6125 - EMPLOYEE BENEFITS	107,630	121,525	76,997	102,745	45,688	111,618	110,718
6100 - TOTAL PERSONNEL SERVICES	459,143	482,587	338,671	426,087	179,803	439,553	438,653
6210 - OFFICE SUPPLIES	690	800	609	500	125	75	75
6211 - SMALL TOOLS & EQUIPMENT	26		0		0		
6229 - GENERAL SUPPLIES	13	750	34	500	139	150	150
6205 - SUPPLIES	729	1,550	643	1,000	264	225	225
6235 - CONSULTANT SERVICES	73,387	42,500	68,674	49,000	10,509	38,000	31,000
6238 - POSTAGE/UPS/FEDEX	94	0	190	50	27	554	554
6239 - PRINTING	2,959	2,500	4,263	3,000	949	1,000	1,000
6249 - OTHER CONTRACTUAL SERVICES	0	6,400	0	3,800	0	3,800	3,800
6230 - CONTRACTUAL SERVICES	76,441	51,400	73,127	55,850	11,484	43,354	36,354
6260 - REPAIRS AND MAINTENA	0	0	0	0	0	0	0
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	2,807	3,050	2,480	2,000	1,342	1,950	1,950
6276 - SCHOOLS/CONFERENCES/EXP OTHER	686	150	790	500	235	2,575	2,575
6277 - MILEAGE/AUTO ALLOWANCE	0	700	32	300	0	50	50
6280 - DUES & SUBSCRIPTIONS	1,272	1,395	1,015	1,450	389	1,139	1,139
6270 - TRAINING/TRAVEL/DUES	4,766	5,295	4,317	4,250	1,966	5,714	5,714
6200 - TOTAL OPERATING COSTS	81,935	58,245	78,087	61,100	13,714	49,293	42,293
6399 - OTHER CHARGES	7,492	13,500	3,169	10,500	4,275	6,750	12,750
6301 - OTHER EXPENDITURES	7,492	13,500	3,169	10,500	4,275	6,750	12,750
6300 - TOTAL OTHER EXPENDITURES	7,492	13,500	3,169	10,500	4,275	6,750	12,750
6725 - CAPITAL OUTLAY-OFFICE EQUIP	673	0	0	0	0	0	0
6700 - TOTAL CAPITAL OUTLAY	673	0	0	0	0	0	0
6001 - EXPENDITURES	549,243	554,332	419,927	497,687	197,793	495,596	493,696

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL
DEPT 04: HUMAN RESOURCES/FRONT DESK - 1020 & 1021

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
	SALARIES						
6110	Regular Employees	356,913	346,062	311,081	278,837	314,238	314,238
6111	Salary-Parttime						
6112	Salary-Seasonal Temp				-		
6113	Overtime - Reg	4,000	2,000	2,000	6,000	3,000	3,000
6123	Salaries - Other	3,609	13,000	10,261	4,755	10,697	10,697
6138	Medicare	5,284	5,146	4,689	4,112	4,741	4,741
6139	FICA	22,601	22,004	20,047	17,583	20,270	20,270
6141	Pension - PERA	26,428	25,730	23,297	20,560	23,703	23,703
6142	Work Comp Ins	2,160	2,102	1,940	1,673	1,962	1,962
6144	Long-term Disability Insurance	1,184	1,023	932	822	942	942
6145	Hospital & Life Insurance	74,880	65,520	51,840	47,844	60,000	59,100
	Total	497,059	482,587	426,087	382,186	439,553	438,653
6210	**OFFICE SUPPLIES**						
	Miscellaneous	750	800	500	75	75	75
	Total	750	800	500	75	75	75
6229	**GENERAL SUPPLIES**						
	Miscellaneous	700	750	500	300	150	150
	Total	700	750	500	300	150	150
6235	**CONSULTANT SERVICES**						
	Staff Training and Development	10,000	12,000	10,000	1,500	5,000	5,000
	Short-term Disability case manager	3,000	3,000	3,000	3,000	3,000	3,000
	Other (Special Legal)	10,000	9,500	9,000	4,000	5,000	5,000
	Other (Special Selection)				5,000	5,000	5,000
	Benefits Consultant	8,000	4,000	3,000	-	-	-
	Job Evaluation Consultant		8,000	8,000	8,000	10,000	10,000
	Safety Consultant	5,000	6,000	6,000	3,000	3,000	3,000
	Negotiations Consultant	12,000		10,000	2,000	7,000	-
	Total	48,000	42,500	49,000	26,500	38,000	31,000
6238	**POSTAGE/UPS/FEDEX**						
	City Wide P.O. Box				504	504	504
	Courier	50		50	50	50	50
	Total	50	0	50	554	554	554
6239	**PRINTING/PUBLISHING**						
	City Wide Recruitment (Ads etc.)	2,600	2,500	3,000	1,000	1,000	1,000
	General-recruitment brochures, apps				-	-	-
	Total	2,600	2,500	3,000	1,000	1,000	1,000
6249	**OTHER CONTRACTUAL SERVICES**						
	NEO Gov Software Maint	3,700	3,900	3,800	3,800	3,800	3,800
	Scanning licenses MOVED fr 6249						
	On-line benefits enrollment software		2,500	0	-	-	-
	Total	3,700	6,400	3,800	3,800	3,800	3,800
6275	**SCHOOL/CONF/EXP - LOCAL**						
	Staff Training and Development	0	0	0	-	-	-
	Misc Workshops	2,500	2,600	1,600	1,250	1,200	1,200
	Misc Meetings	500	450	400	750	750	750
	Total	3,000	3,050	2,000	2,000	1,950	1,950
6276	**SCHOOL/CONF/EXP - OTHER**						
	Regional Conf.	0	0	0	-	1,775	1,775
	MPELRA Summer Conf	450	150	500	760	800	800
	Total	450	150	500	760	2,575	2,575
6277	**MILEAGE ALLOWANCE**						
	Miscellaneous Mileage	750	700	300	50	50	50
	Total	750	700	300	50	50	50

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

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

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
6280	**DUES & SUBSCRIPTIONS**						
	N/MPELRA	150	150	150	175	175	175
	IPMA-National	145	150	50	140	140	140
	IPMA-Local chapter				25	25	25
	APA-National	50	50	275	219	219	219
	APA-Local chapter				50	50	50
	SHRM	160	170	180	180	180	180
	MN Safety Council	375	375	445	-	-	-
	Misc Publications	350	500	350	350	350	350
	Total	1,230	1,395	1,450	1,139	1,139	1,139
6310	**LEASE**						
	Fitness Center equipment						
	Total	0	0	0	-	-	-
6399	**OTHER CHARGES**						
	Recognition Program	3,500	3,500	3,500	3,500	3,500	3,500
	Employee Gatherings	2,000	2,500	500	500	250	250
	Volunteer Coordinator Program						6,000
	Wellness Program (To Self Ins Fund)	3,000	3,500	3,000	3,000	-	-
	Safety Committee	3,000	4,000	3,500	3,500	3,000	3,000
	Total	11,500	13,500	10,500	10,500	6,750	12,750
	Total Net of Personnel	72,730	71,745	71,600	46,678	56,043	55,043
	TOTAL EXPENSES	569,789	554,332	497,687	428,864	495,596	493,696

Apple Valley

Notes:

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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 2014

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 2014 include:

1. Hire additional IT staff (IT Technician) to assist with the day-to-day troubleshooting and management of technology.
2. Replace the three server virtual hosts running VMware and upgrade to the latest ESXi vSphere operating system.
3. Upgrade and replace approximately one half of the City's aging Cisco networking equipment with new high-speed switching infrastructure.
4. Upgrade and replace computer workstations as planned in the annual replacement cycle and lifecycle management plan.
5. Assist various departments with line-of-business application implementations and upgrades.

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Actual 2011	Actual 2012	Projected 2013	Projected 2014
Number of user accounts	349	362	376	380
Number of PC's and Laptops supported	248	256	263	270
Number of servers	35	38	32	32
Number of network nodes (firewalls, switches, APs, WLCs, bridges, etc.)	42	45	50	54
Number of sites supported	18	18	20	20
Number of printers, copiers, scanners, fax	100	100	92	90
Number of VoIP phones & devices	320	330	330	330
Number of PC applications supported	118	128	130	130
Number of projects worked on	34	34	32	28
Size of weekly backups (GB)	809	1050	1800	2200
Number of Web HelpDesk requests	715	700	900	900

Regular Status Personnel Schedule – FTE's				
Position Title	Adopted 2011	Adopted 2012	Adopted 2013	Proposed 2014
IT Manager	1	1	1	1
IT Network Specialist	1	1	1	1
IT PC Specialist	1	1	1	1
IT Technician	-	-	-	1

Temporary Status Personnel Schedule				
Position Title	Adopted 2011	Adopted 2012	Adopted 2013	Proposed 2014
Summer Intern	1	1	1	0

BUDGET SUMMARY:

Summary Budget Department 05 Information Technology						
	2011 Actual	2012 Adopted	2012 Actual	2013 Adopted	2013 Projected	2014 Proposed
Expenditures:						
Salaries & Wages	226,561	232,236	233,014	238,063	241,930	287,132
Emp. Benefits	68,606	73,354	69,610	71,652	71,928	97,085
Supplies	14,161	8,000	20,189	8,000	8,000	11,500
Contractual Serv.	109,364	143,660	170,160	136,840	157,490	157,544
Repairs & Maint.	5,630	1,000	6,587	6,800	6,000	6,800
Training/Travel/Dues	21,493	22,640	13,965	20,840	19,340	20,120
Other Exp.	8,832	17,200	10,606	16,000	8,200	11,000
Capital outlay	182,864	137,600	35,047	144,000	144,000	112,900
Net addition to (use of) general revenues	637,511	635,690	559,178	642,195	656,888	704,081

CAPITAL OUTLAY :

CAPITAL OUTLAY - OFFICE EQUIP	2012 Adopted	2013 Adopted	2013 Projected	2014 Proposed
Printer Replacements	4,000	6,000	6,000	6,000
Server/Workstation Hardware Upgrades	50,000	30,000	30,000	54,000
Server/Workstation Software	1,000	4,000	1,000	-
Cisco Networking Switch Upgrades/Replacements	40,000	40,000	70,000	40,000
Backup NAS & Tape Autoloader	-			
SSL VPN Connector Module	-	-	-	-
Cisco Ironport Web Security Appliance	-	-	-	-
Virtual Desktop Environment		30,000	5,000	-
SAN (Storage Area Network)	15,000	-		18,000
AMAG Card Access Software Upgrade	-	-		-
Network Expansion: Ice Arena ('10) /Aquatic Center ('12)	15,000	-		-
Cisco Wireless Access Points/Mgmt.	2,000	-	1,200	4,800
Toughbook Laptop Replacement	8,000	8,000	6,800	-
Agenda Management Software/Hardware		24,000	24,000	-
IT Server Racks	-	-	-	-
Phone System Replacement				-
UPS Replacement Batteries	2,600	2,000	-	-
Total	137,600	144,000	144,000	122,800

City of Apple Valley
Budget Summary
2014 Budget
INFORMATION TECHNOLOGY

Object Account	2011 Actual	2012 Council Adopted Amended Budget	2012 Actual	2013 Council Adopted Original Budget	06/30/13 YTD Actual	2014 Dept Proposed	2014 Admin Recomm
6110 - SALARY-REGULAR EMPLOYEES	218,901	218,294	223,686	223,787	112,246	302,622	279,541
6112 - SALARY-SEASONAL TEMP	6,650	7,800	8,435	7,800	3,241	0	0
6113 - OVERTIME-REGULAR EMPLOYEES	477	2,000	544	2,000	338	2,000	2,000
6121 - INSURANCE CASH BENEFIT	724		731		405		
6122 - COMP REQUEST	-191	0	-386	0	-299	0	0
6123 - SALARY-OTHER		4,142		4,476		4,565	5,591
6124 - OVERTIME-SEASONAL TEMP			5		0		
6105 - SALARIES AND WAGES	226,561	232,236	233,014	238,063	115,931	309,187	287,132
6138 - MEDICARE	3,094	3,367	3,275	3,452	1,620	3,518	4,163
6139 - FICA	13,230	14,399	14,003	14,760	6,926	15,042	17,802
6141 - PENSIONS-PERA	15,891	16,272	16,229	16,694	8,141	17,024	20,817
6142 - WORKERS COMPENSATION	1,232	1,231	1,244	1,284	628	1,309	1,576
6144 - LONG-TERM DISABILITY INSURANCE	633	645	645	662	331	675	827
6145 - MEDICAL INSURANCE	31,027	37,440	30,489	34,800	20,088	38,400	51,900
6146 - DENTAL INSURANCE	2,862	0	3,087	0	1,591	0	0
6147 - LIFE INSURANCE-BASIC	35		35		17		
6148 - LIFE INSURANCE-SUPP/DEPEND	602		604		295		
6125 - EMPLOYEE BENEFITS	68,606	73,354	69,610	71,652	39,636	75,968	97,085
6100 - TOTAL PERSONNEL SERVICES	295,167	305,590	302,624	309,715	155,567	385,155	384,217
6210 - OFFICE SUPPLIES	974	1,000	1,647	1,000	705	1,500	1,500
6211 - SMALL TOOLS & EQUIPMENT	11,378	4,000	12,570	4,000	3,763	8,000	8,000
6215 - EQUIPMENT-PARTS	152		2,078		5		
6229 - GENERAL SUPPLIES	1,658	3,000	3,894	3,000	156	2,000	2,000
6205 - SUPPLIES	14,161	8,000	20,189	8,000	4,629	11,500	11,500
6235 - CONSULTANT SERVICES	6,543	2,000	0	0	0	0	0
6237 - TELEPHONE/PAGERS	26,411	26,700	27,270	17,800	10,159	19,200	19,200
6238 - POSTAGE/UPS/FEDEX	9	100	23	100	0	100	100
6239 - PRINTING		0		0		100	100
6240 - CLEANING SERVICE/GARBAGE	292	600	81	600	114	400	400
6249 - OTHER CONTRACTUAL SERVICES	76,109	114,260	142,786	118,340	87,394	145,880	137,744
6230 - CONTRACTUAL SERVICES	109,364	143,660	170,160	136,840	97,666	165,680	157,544
6265 - REPAIRS-EQUIPMENT	5,630	1,000	6,587	6,800	2,761	6,800	6,800
6260 - REPAIRS AND MAINTENA	5,630	1,000	6,587	6,800	2,761	6,800	6,800
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	7,400	8,000	48	5,600	79	4,000	4,000
6276 - SCHOOLS/CONFERENCES/EXP OTHER	10,029	10,200	9,647	10,800	3,141	11,500	11,500
6277 - MILEAGE/AUTO ALLOWANCE	3,565	3,840	3,720	3,840	1,641	4,020	4,020
6278 - SUBSISTENCE ALLOWANCE	400	600	450	600	250	600	600
6280 - DUES & SUBSCRIPTIONS	100	0	100	0	0	0	0
6270 - TRAINING/TRAVEL/DUES	21,493	22,640	13,965	20,840	5,112	20,120	20,120
6200 - TOTAL OPERATING COSTS	150,648	175,300	210,900	172,480	110,168	204,100	195,964
6310 - RENTAL EXPENSE	8,832	17,200	10,606	16,000	4,245	11,000	11,000
6333 - GENERAL-CASH DISCOUNTS	-0		-0		0		
6399 - OTHER CHARGES	0		0		2,113		
6301 - OTHER EXPENDITURES	8,832	17,200	10,606	16,000	6,357	11,000	11,000
6300 - TOTAL OTHER EXPENDITURES	8,832	17,200	10,606	16,000	6,357	11,000	11,000
6720 - CAPITAL OUTLAY-FURNITURE & FIX		137,600		0		0	0
6725 - CAPITAL OUTLAY-OFFICE EQUIP	182,864	0	35,047	144,000	99,162	122,800	112,900
6700 - TOTAL CAPITAL OUTLAY	182,864	137,600	35,047	144,000	99,162	122,800	112,900
6001 - EXPENDITURES	637,510	635,690	559,177	642,195	371,255	723,055	704,081

CITY OF APPLE VALLEY
2013 BUDGET
ACCOUNT DETAIL

DEPT 05: INFORMATION TECHNOLOGY - 1030

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
6110	**SALARIES**						
	Regular Employees	216,154	218,294	223,787	228,254	228,255	279,541
	IT Technicial - New Position (Total Costs)				-	74,367	
6112	Salary-Seasonal Temp (Intern)	7,800	7,800	7,800	7,200	-	-
6113	Overtime - Reg	2,000	2,000	2,000	2,000	2,000	2,000
6123	Salaries - Other	2,302	4,142	4,476	4,476	4,565	5,591
6138	Medicare	3,371	3,367	3,452	3,220	3,518	4,163
6139	FICA	14,415	14,399	14,760	13,770	15,042	17,802
6141	Pension - PERA	15,974	16,272	16,694	16,482	17,024	20,817
6142	Work Comp Ins	1,230	1,231	1,284	1,247	1,309	1,576
6144	Long-term Disability Insurance	633	645	662	662	675	827
6145	Hospital & Life Insurance	37,440	37,440	34,800	36,547	38,400	51,900
	Total	301,319	305,590	309,715	313,858	385,156	384,217
6210	**OFFICE SUPPLIES**						
	Miscellaneous Supplies	500	1,000	1,000	1,500	1,500	1,500
	Total	500	1,000	1,000	1,500	1,500	1,500
6211	**SMALL TOOLS & EQUIP.**						
	Miscellaneous Equip.	5,000	4,000	4,000	8,000	8,000	8,000
	Total	5,000	4,000	4,000	8,000	8,000	8,000
6229	**GENERAL SUPPLIES**						
	Miscellaneous Technology Items	5,000	3,000	3,000	2,000	2,000	2,000
	Total	5,000	3,000	3,000	2,000	2,000	2,000
6235	**CONSULTANT SERVICES**						
	Miscellaneous		2,000	-	-	-	-
	Sharepoint Consultant	12,000	-	-		-	-
	Website Redevelopment	-	-	-		-	-
	Total	12,000	2,000	-	-	-	-
6237	**TELEPHONE/PAGERS**						
	Cellular Phones	2,600	3,100	2,400	2,100	2,600	2,600
	Sprint Wireless Data	1,920	600	1,000	800	1,000	1,000
	Frontier - T1 (Valleywood & Ice Arena)						
	removed T1 s/b in Enterprise funds						
	Primary Interface (Zayo/Frontier)	21,600	23,000	14,400	15,360	15,600	15,600
	Total	26,120	26,700	17,800	18,260	19,200	19,200
6238	**POSTAGE/UPS/FEDEX**						
	Shipping	100	100	100	50	100	100
	Total	100	100	100	50	100	100
6239	**PRINTING/PUBLISHING**						
	Various	-	-	-	-	100	100
	Total	-	-	-	-	100	100
6240	**CLEANING/GARBAGE SERVICES**						
	Electronics Recycling	1,600	600	600	400	400	400
	Total	1,600	600	600	400	400	400
6249	**OTHER CONTRACTUAL SERVICES**						
	Cisco Smartnet Maintenance	10,000	9,000	9,500	9,500	9,500	9,500
	Microsoft Software Licensing	40,000	35,000	38,000	51,000	48,000	48,000
	Laserfiche Annual Maintenance	11,200	11,200	11,600	11,600	12,000	12,000
	Email Filter Maintenance	4,500	-	-	-	2,500	2,500
	Web Filter Maintenance	1,100	-	-	-	7,700	7,700
	CommVault Annual Maintenance	6,500	7,000	7,400	7,500	7,800	7,800
	LANDesk Annual Maintenance	5,400	5,400	6,000	6,000	6,000	6,000
	Trend Micro Annual Maintenance	2,000	2,000	3,000	3,200	3,300	3,300
	Vmware Annual Maintenance	3,600	3,000	4,500	4,600	4,300	4,300
	HP SAN Annual Maintenance	-	8,000	6,900	6,900	7,000	7,000
	Server Software Maint. (WebHelpDesk, Se	900	600	600	600	800	800
	ESRI Software Maintenance (6 license)	3,200	3,400	3,400	3,400	3,900	3,900
	Fiber Optic Locating Services (ISD196 + M	5,100	7,300	7,300	8,200	9,200	9,200
	Wufoo Annual Subscription	300	300	360	360	360	360
	MailChimp Email Campaign Subscription	600	360	180	360	360	360
	Matrix Phone System Annual Maintenance	11,300	10,800	10,600	10,600	10,600	10,600
	Matrix Laser Care - Printer Maint. & Toner	7,800	5,400	5,400	4,000	4,000	4,000
	Ricoh - Color Printer Maint. & Toner	5,000	2,000	-	600	1,000	1,000
	Adobe Creative Cloud Subscription	-	-	-	360	360	360
6249	**OTHER CONTRACTUAL SERVICES cont.**						
	Konica Wide Format Prtr Maintenance				300	600	600

CITY OF APPLE VALLEY
2013 BUDGET
ACCOUNT DETAIL

DEPT 05: INFORMATION TECHNOLOGY - 1030

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
	MDM Add-on Subscription	-	-	-	2,400	2,800	2,800
	Web Hosting - CivicPlus	-	3,500	3,600	3,800	3,800	3,800
	Sales tax savings						(8,136)
	Total	118,500	114,260	118,340	135,280	145,880	137,744
6265	**REPAIRS - EQUIPMENT**						
	Ricoh (Color Printers)	-				-	-
	Konica-Minolta Service					6,000	6,000
	Other Not Contracted	2,000	1,000	6,800	6,000	800	800
	Total	2,000	1,000	6,800	6,000	6,800	6,800
6275	**SCHOOL/CONF/EXP - LOCAL**						
	IT Technical Training	5,000	5,000	5,600	3,600	4,000	4,000
	Gov't/IT Workshops	350	-	-	-	-	-
	End User Training (Office 2010, Win7)	4,000	3,000	-	-	-	-
	Total	9,350	8,000	5,600	3,600	4,000	4,000
6276	**SCHOOL/CONF/EXP - OTHER**						
	IT Symposium Gartner Conference	4,000	4,200	4,200	4,500	4,500	4,500
	WinConnections Training Conference	3,000	3,000	3,300	3,500	3,500	3,500
	VMworld/InterOp Training Conference	3,000	3,000	3,300	3,500	3,500	3,500
	Total	10,000	10,200	10,800	11,500	11,500	11,500
6277	**MILEAGE ALLOWANCE**						
	IT Mgr Car Allowance ($275 Per Month)	3,300	3,300	3,300	3,300	3,300	3,300
	IT Tech Mileage Reimbursement	240	240	240	150	240	240
	IT Tech Mileage Reimbursement	240	240	240	150	240	240
	IT Tech/Intern Mileage Reimbursement	60	60	60	40	240	240
	Total	3,840	3,840	3,840	3,640	4,020	4,020
6278	**SUBSISTANCE ALLOWANCE**	600	600	600	600	600	600
	Total	600	600	600	600	600	600
6280	**DUES & SUBSCRIPTIONS**						
	Windows .NET Magazine	-	-				
	Total	-	-	-	-	-	-
6310	**RENTAL EXPENSE**						
	Multifunction Copiers (Municipal Center)	14,000	14,000	12,000	8,200	11,000	11,000
	1 KonicaMinolta Color Copier/Printer	3,600	3,200	4,000	-	-	-
	Total	17,600	17,200	16,000	8,200	11,000	11,000
6725	**CAPITAL OUTLAY - OFFICE EQUIP**						
	Printer Replacements	2,000	4,000	6,000	6,000	6,000	6,000
	Server/Workstation Hardware Upgrades	50,000	50,000	30,000	30,000	54,000	54,000
	Server/Workstation Software	2,000	1,000	4,000	1,000	-	-
	Cisco Networking Switch Upgrades/Replacements		40,000	40,000	70,000	40,000	40,000
	SSL VPN Connector Module	-	-	-	-	-	-
	Cisco Ironport Web Security Appliance	19,000	-	-	-	-	-
	Virtual Desktop Environment			30,000	5,000	-	-
	SAN (Storage Area Network)	-	15,000	-		18,000	18,000
	AMAG Card Access Software Upgrade	2,000	-	-		-	-
	Network Expansion: Ice Arena ('10) /Aquatic Center (	-	15,000	-		-	-
	Cisco Wireless Access Points/Mgmt.	3,000	2,000	-	1,200	4,800	4,800
	Toughbook Laptop Replacement	56,000	8,000	8,000	6,800	-	-
	Agenda Management Software/Hardware			24,000	24,000	-	-
	IT Server Racks	-	-	-	-	-	-
	Phone System Replacement					-	-
	UPS Replacement Batteries	2,000	2,600	2,000	-	-	-
	Sales tax savings						(9,900)
	Total	136,000	137,600	144,000	144,000	122,800	112,900
	Total Net Non-Personnel	348,210	330,100	332,480	343,030	337,900	319,864
	TOTAL EXPENSES	649,529	635,690	642,195	656,888	723,055	704,081

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 2014

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. Replace and augment video surveillance system.

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Actual 2010	Actual 2011	Projected 2012	Projected 2013	Projected 2014
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	37	29	25	40	40

	Regular Status Personnel Schedule –FTE's				
Position Title	Adopted 2010	Adopted 2011	Adopted 2012	Adopted 2013	Adopted 2014
Maintenance Worker II	3	3	2	2	2

Position Title	Adopted 2010	Adopted 2011	Adopted 2012	Adopted 2013	Proposed 2014
			Temporary Status Personnel Schedule		
None					

Summary Budget Department 16 General Government Buildings	2010 Actual	2011 Adopted	2011 Actual	2012 Adopted	2012 Actual	2013 Adopted	2014 Proposed
Revenue:							
City Hall Lease-Bonestroo	11,162	12,200	-	12,200	-	-	
Vending Commissions					-	-	
	11,162	12,200	-	12,200	-	-	
Expenditures:							
Salaries & Wages	156,049	160,467	125,753	115,668	117,887	113,414	117,105
Emp. Benefits	58,038	67,261	48,535	45,501	42,493	44,864	45,972
Supplies	17,261	20,750	20,715	21,250	19,153	21,750	20,675
Contractual Serv.	36,410	8,838	8,177	9,098	7,280	7,307	12,050
Utilities	96,568	107,000	92,923	92,200	93,827	82,000	98,735
Repairs & Maint.	41,332	41,900	36,661	39,340	46,298	39,150	42,940
Training/Travel/Dues	809	1,500	887	750	650	750	750
Other Exp.	272	-	57	-	957	-	-
Items for resale	3,205	3,000	2,941	3,200	2,783	3,000	3,000
Capital outlay		-	-	50,000	23,798	-	2,560
Total Exp	409,944	410,716	336,649	377,007	355,126	312,235	343,787
Net Surplus (deficit)	(398,782)	(398,516)	(336,649)	(364,807)	(355,126)	(312,235)	(343,787)

2014 CAPITAL OUTLAY

Video camera and recording system replacement $40,000, recommendation is to fund the request through the municipal building fund

City of Apple Valley
Budget Summary
2014 Budget
GENERAL GOVERNMENT BUILDINGS

Object Account	2011 Actual	2012 Council Adopted Amended Budget	2012 Actual	2013 Council Adopted Original Budget	06/30/13 YTD Actual	2014 Dept Proposed	2014 Admin Recomm
6110 - SALARY-REGULAR EMPLOYEES	126,293	103,626	109,882	106,288	53,504	109,907	109,907
6113 - OVERTIME-REGULAR EMPLOYEES	2,876	10,000	10,791	5,000	4,455	5,000	5,000
6121 - INSURANCE CASH BENEFIT	734		356		0		
6122 - COMP REQUEST	-4,150		-3,142		-1,549		
6123 - SALARY-OTHER		2,042		2,126		2,198	2,198
6105 - SALARIES AND WAGES	125,753	115,668	117,887	113,414	56,411	117,105	117,105
6138 - MEDICARE	1,746	1,605	1,699	1,645	789	1,698	1,698
6139 - FICA	7,466	6,862	7,265	7,032	3,375	7,261	7,261
6141 - PENSIONS-PERA	9,099	8,023	8,521	8,223	4,090	8,490	8,490
6142 - WORKERS COMPENSATION	4,332	3,744	3,892	3,770	1,913	3,898	3,898
6144 - LONG-TERM DISABILITY INSURANCE	363	307	306	314	157	325	325
6145 - MEDICAL INSURANCE	21,726	24,960	16,405	23,880	11,437	24,600	24,300
6146 - DENTAL INSURANCE	2,303		2,058		1,061		
6147 - LIFE INSURANCE-BASIC	28		23		11		
6148 - LIFE INSURANCE-SUPP/DEPEND	1,473		2,324		778		
6125 - EMPLOYEE BENEFITS	48,535	45,501	42,493	44,864	23,612	46,272	45,972
6100 - TOTAL PERSONNEL SERVICES	174,288	161,169	160,380	158,278	80,023	163,377	163,077
6210 - OFFICE SUPPLIES	563	0	15	0	104	0	0
6211 - SMALL TOOLS & EQUIPMENT	83	1,000	992	500	32	465	465
6212 - MOTOR FUELS/OILS	5,738	4,000	1,332	5,000	1,612	5,075	5,075
6215 - EQUIPMENT-PARTS	517	250	220	250	336	235	235
6216 - VEHICLES-TIRES/BATTERIES	0		0		45		
6229 - GENERAL SUPPLIES	13,814	16,000	16,594	16,000	7,580	14,900	14,900
6205 - SUPPLIES	20,715	21,250	19,153	21,750	9,710	20,675	20,675
6235 - CONSULTANT SERVICES	0	200	105	0	103	200	200
6237 - TELEPHONE/PAGERS	2,329	2,483	2,141	2,207	1,016	1,900	1,900
6239 - PRINTING	0	0	79	0	55	0	0
6240 - CLEANING SERVICE/GARBAGE	3,347	6,415	2,455	5,100	1,118	9,950	9,950
6249 - OTHER CONTRACTUAL SERVICES	2,501		2,501		2,524		
6230 - CONTRACTUAL SERVICES	8,177	9,098	7,280	7,307	4,815	12,050	12,050
6255 - UTILITIES-ELECTRIC	63,769	60,000	66,491	50,000	24,485	63,300	63,300
6256 - UTILITIES-NATURAL GAS	27,538	30,000	24,618	30,000	17,482	33,000	33,000
6257 - UTILITIES-PROPANE/WATER/SEWER	1,616	2,200	2,718	2,000	465	2,435	2,435
6250 - UTILITIES	92,923	92,200	93,827	82,000	42,432	98,735	98,735
6265 - REPAIRS-EQUIPMENT	797	1,000	1,079	1,000	63	1,000	1,000
6266 - REPAIRS-BUILDING	35,864	38,340	45,219	38,150	24,224	41,940	41,940
6260 - REPAIRS AND MAINTENA	36,661	39,340	46,298	39,150	24,287	42,940	42,940
6275 - SCHOOLS/CONFERENCES/EXP LOCAL		0		0	2,730	0	0
6280 - DUES & SUBSCRIPTIONS	60		15		25		
6281 - UNIFORM/CLOTHING ALLOWANCE	827	750	635	750	204	750	750
6270 - TRAINING/TRAVEL/DUES	887	750	650	750	2,959	750	750
6200 - TOTAL OPERATING COSTS	159,364	162,638	167,206	150,957	84,203	175,150	175,150
6310 - RENTAL EXPENSE	-9		107		-200		
6333 - GENERAL-CASH DISCOUNTS	-79		-35		-21		
6349 - LATE FEES/FINANCE CHARGES			1		0		
6399 - OTHER CHARGES	145		884		215		
6301 - OTHER EXPENDITURES	57		957		-6		
6300 - TOTAL OTHER EXPENDITURES	57		957		-6		
6545 - NON-TAXABLE MISC FOR RESALE	2,941	3,200	2,783	3,000	1,218	3,000	3,000
6501 - TAXABLE/NON-TAXABLE MISC RESAL	2,941	3,200	2,783	3,000	1,218	3,000	3,000
6715 - CAPITAL OUTLAY-BUILDINGS	0	50,000	0	0	0	40,000	0
6730 - CAPITAL OUTLAY-TRANSPORTATION			23,784		0		
6745 - VERF CHARGES						2,560	2,560
6700 - TOTAL CAPITAL OUTLAY	0	50,000	23,784	0	0	42,560	2,560
6001 - EXPENDITURES	336,649	377,007	355,110	312,235	165,438	384,087	343,787

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 16: GENERAL GOVERNMENT BUILDINGS - 1060

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
	SALARIES						
6110	Regular Employees	153,878	103,626	106,288	109,907	109,907	109,907
6113	Overtime - Reg	5,000	10,000	5,000	5,000	5,000	5,000
6123	Salaries - Other	1,589	2,042	2,126	2,198	2,198	2,198
6138	Medicare	2,327	1,605	1,645	1,698	1,698	1,698
6139	FICA	9,949	6,862	7,032	7,261	7,261	7,261
6141	Pension - PERA	11,634	8,023	8,223	8,490	8,490	8,490
6142	Work Comp Ins	5,460	3,744	3,770	3,898	3,898	3,898
6144	Long-term Disability Insurance	451	307	314	325	325	325
6145	Hospital & Life Insurance	37,440	24,960	23,880	24,600	24,600	24,300
	Total	227,728	161,169	158,277	163,377	163,377	163,077
6211	**SMALL TOOL & EQUIPMENT**						
	Miscellaneous	1,000	1,000	500	500	500	500
						(35)	(35)
	Total	1,000	1,000	500	500	465	465
6212	**MOTOR FUELS/OILS**						
	City Hall Van (moved from Comm Dev)		1,000	1,000	1,000	1,075	1,075
	Emergency Generator	3,000	3,000	4,000	4,000	4,000	4,000
	Total	3,000	4,000	5,000	5,000	5,075	5,075
6215	**EQUIPMENT - PARTS**						
		250	250	250	335	250	250
						(15)	(15)
	Total	250	250	250	335	235	235
6229	**GENERAL SUPPLIES**						
	Cleaning supplies, hardware, bulbs, filters, paper products, landscape items, Furniture-misc	16,500	16,000	16,000	16,000	16,000	16,000
						(1,100)	(1,100)
	Total	16,500	16,000	16,000	16,000	14,900	14,900
6235	**CONSULTANT SERVICES**						
	Drug & hearing testing, immunizations	200	200	200	200	200	200
	Total	200	200	200	200	200	200
6237	**TELEPHONE/PAGERS**						
	Mobile	420	453	200		-	-
	Frontier analog lines	1,968	2,030	2,007	2,050	2,050	2,050
						(150)	(150)
	Total	2,388	2,483	2,207	2,050	1,900	1,900
6240	**C. SERVICE/GARBAGE REMOVAL**						
	Trash Removal	1,950	1,785	1,800	1,800	1,800	1,800
	Rug Service	1,900	2,230	800	500	650	650
	Additional Contract Cleaning Support	-	-	-	-	5,000	5,000
	Fire Alarm Testing/ Monitoring	2,400	2,400	2,500	2,500	2,500	2,500
	Total	6,250	6,415	5,100	4,800	9,950	9,950
6255	**UTILITIES - ELECTRIC**						
	Municipal Center	69,000	60,000	50,000	66,700	66,700	66,700
						(3,400)	(3,400)
	Total	69,000	60,000	50,000	66,700	63,300	63,300
6256	**UTILITIES - NATURAL GAS**						
	Municipal Center	35,000	30,000	30,000	37,000	35,000	35,000
		-	-	-	-	(2,000)	(2,000)
	Total	35,000	30,000	30,000	37,000	33,000	33,000
6257	**UTILITIES - OTHER**						
	Municipal Center	3,000	2,200	2,000	2,000	2,575	2,575
		-	-	-	-	(140)	(140)
	Total	3,000	2,200	2,000	2,000	2,435	2,435
6265	**REPAIRS - EQUIPMENT**						
	Security, generator, and other repair	750	1,000	1,000	1,000	1,000	1,000
						(70)	(70)
	Total	750	1,000	1,000	1,000	1,000	1,000
6266	**REPAIRS / MAINT- BUILDINGS**						
	HVAC Repairs	15,000	15,295	15,000	17,500	17,500	17,500
	HVAC Routine Maintenance	10,000	10,000	10,000	10,000	10,000	10,000
	Data/ Security/ Fire Suppression	1,000	750	900	1,100	1,100	1,100
	Electrical	1,400	1,425	1,400	1,700	1,700	1,700
	Elevator	5,300	6,000	5,900	6,000	6,000	6,000

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 16: GENERAL GOVERNMENT BUILDINGS - 1060

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
6266	**REPAIRS - BUILDINGS CONT.**						
	General Interior	2,300	1,600	1,600	6,300	3,000	3,000
	General Exterior and Roof	4,100	1,225	1,300	540	540	540
	Other (includes paint touch-ups, etc.)	1,000	1,000	1,000	1,000	1,000	1,000
	Window Cleaning	1,050	1,045	1,050	1,100	1,100	1,100
	Total	41,150	38,340	38,150	45,240	41,940	41,940
6281	**UNIFORM/CLOTHING ALLOWANCE**						
	Uniform Allowance	1,500	750	750	750	750	750
	Total	1,500	750	750	750	750	750
6545	**NON - TAXABLE MISC 4 RESALE**						
	Pop and Juice	3,000	3,200	3,000	3,500	3,000	3,000
	Total	3,000	3,200	3,000	3,500	3,000	3,000
6715	**CAPITAL OUTLAY - BUILDINGS**						
	Generator EPA retrofit		25,000				
	DVR Replacement			-		40,000	
	Total	-	25,000	-	-	40,000	-
6745	**VEHCILE REPLACEMENT FUND**						
	VERF					2,560	2,560
	Total	-	-	-	-	2,560	2,560
	Total Net of Personnel	182,988	190,838	154,157	185,075	220,710	180,710
	TOTAL EXPENSES	$ 410,716	$ 352,007	$ 312,435	$ 348,452	$ 384,087	$ 343,787

Apple Valley

Notes:

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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 2014

- Generate financial policies and procedures and offer guidance to other departments
- Maintain the City's Aaa Bond Rating
- Explore efficiencies in the accounts payable function through automation
- 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 2010	Actual 2011	Actual 2012	Projected 2013	Projected 2014
Accounts payable checks	6901	6574	7276	7300	7300
Purchase Orders Issued	390	286	289	300	300
A/R Invoices Processed	880	522	411	500	500
Receipts Processed	4787	5320	2380	2300	2300
Investment return	1.89%	5.80%	2.46%	2.00%	2.00%
Moody's Bond Rating	Aa1	Aaa	Aaa	Aaa	Aaa
General City Hall Office Supplies included within Finance Department	$ 45,500	$ 44,608	$ 39,160	$ 42,550	$ 42,550

Regular Status Personnel Schedule –FTE's					
Position Title	Adopted 2010	Adopted 2011	Adopted 2012	Adopted 2013	Proposed 2014
Finance Director	1	1	1	1	1
Assistant Fin. Director	1	1	1	1	1
Finance Analyst	-	-	-	-	1
Accountant I	1	1	1	1	1
Accounting Technician 2	1	1	1	1	-
Accounting Technician 1	1	1	1	1	1

Summary Budget Department 08 Finance							
	2010 Actual	2011 Adopted	2011 Actual	2012 Adopted	2012 Actual	2013 Adopted	2014 Proposed
Revenue:							
Investment Mgmt Fee	100,000	100,000	100,000	100,000	100,000	100,000	100,000
Charge to Construction Funds	-	41,200	58,999	41,200	18,171	50,000	50,000
Asssment Searches	120	-	40	-	25	-	-
	100,120	141,200	159,039	141,200	118,196	150,000	150,000
Expenditures:							
Salaries & Wages	374,457	375,475	377,083	383,031	378,637	393,724	390,077
Emp. Benefits	106,681	121,642	113,850	122,611	108,925	124,833	130,314
Supplies	23,777	11,400	12,108	11,900	8,668	10,000	9,970
Contractual Serv.	28,894	35,550	36,404	29,250	20,578	32,290	29,150
Repairs & Maint.	175	200	168	200	168	200	200
Training/Travel/Dues	4,286	6,750	4,874	6,005	6,227	6,150	6,440
Other Exp.	6,345	5,300	5,412	5,660	5,196	5,560	5,340
Visa / bank charges	499	-	28	-	649	-	-
Capital outlay	-	-	-	-		-	-
Total Expenses	545,114	556,317	549,927	558,657	529,048	572,757	571,491
Net addition to (use of) general revenues	(444,994)	(415,117)	(390,888)	(417,457)	(410,852)	(422,757)	(421,491)

2014 CAPITAL OUTLAY

None

City of Apple Valley
Budget Summary
2014 Budget
FINANCE

Object Account	2011 Actual	2012 Council Adopted Amended Budget	2012 Actual	2013 Council Adopted Original Budget	06/30/13 YTD Actual	2014 Dept Proposed	2014 Admin Recomm
6110 - SALARY-REGULAR EMPLOYEES	375,995	375,463	378,448	384,925	164,392	381,938	381,938
6113 - OVERTIME-REGULAR EMPLOYEES	582	500	188	500	49	500	500
6121 - INSURANCE CASH BENEFIT	1,089		1,191	1,100	0	0	0
6122 - COMP REQUEST	-582		-1,190	-500	-49	0	0
6123 - SALARY-OTHER		7,068		7,699		7,639	7,639
6105 - SALARIES AND WAGES	377,083	383,031	378,637	393,724	164,392	390,077	390,077
6138 - MEDICARE	5,203	5,554	5,345	5,700	2,256	5,656	5,656
6139 - FICA	21,919	23,507	22,573	24,374	9,648	23,907	23,907
6141 - PENSIONS-PERA	27,260	27,770	26,445	28,501	11,918	28,281	28,281
6142 - WORKERS COMPENSATION	2,255	2,270	2,155	2,359	986	2,340	2,340
6144 - LONG-TERM DISABILITY INSURANCE	1,087	1,110	1,040	1,139	485	1,130	1,130
6145 - MEDICAL INSURANCE	52,953	62,400	48,308	62,760	31,149	69,000	69,000
6146 - DENTAL INSURANCE	2,409	0	2,567	0	1,238	0	0
6147 - LIFE INSURANCE-BASIC	58		54		23		
6148 - LIFE INSURANCE-SUPP/DEPEND	706		438		0		
6125 - EMPLOYEE BENEFITS	113,850	122,611	108,925	124,833	57,702	130,314	130,314
6100 - TOTAL PERSONNEL SERVICES	490,933	505,642	487,563	518,557	222,095	520,391	520,391
6210 - OFFICE SUPPLIES	12,082	11,500	9,865	10,000	3,189	9,500	9,500
6211 - SMALL TOOLS & EQUIPMENT	26		0		209	250	250
6215 - EQUIPMENT-PARTS	0		162		119	120	120
6229 - GENERAL SUPPLIES	0	400	-1,360	0	207	100	100
6205 - SUPPLIES	12,108	11,900	8,668	10,000	3,725	9,970	9,970
6238 - POSTAGE/UPS/FEDEX	21,403	18,950	14,945	20,290	8,758	17,800	17,800
6239 - PRINTING	15,000	10,300	5,633	12,000	5,166	11,350	11,350
6230 - CONTRACTUAL SERVICES	36,404	29,250	20,578	32,290	13,924	29,150	29,150
6265 - REPAIRS-EQUIPMENT	168	200	168	200	0	200	200
6260 - REPAIRS AND MAINTENA	168	200	168	200	0	200	200
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	1,216	1,200	1,117	1,100	265	830	830
6276 - SCHOOLS/CONFERENCES/EXP OTHER	2,545	3,100	3,467	3,400	2,532	3,950	3,950
6277 - MILEAGE/AUTO ALLOWANCE	28	50	93	50	0	50	50
6278 - SUBSISTENCE ALLOWANCE	0		0		250		
6280 - DUES & SUBSCRIPTIONS	1,085	1,655	1,550	1,600	315	1,610	1,610
6270 - TRAINING/TRAVEL/DUES	4,874	6,005	6,227	6,150	3,362	6,440	6,440
6200 - TOTAL OPERATING COSTS	53,554	47,355	35,640	48,640	21,010	45,760	45,760
6310 - RENTAL EXPENSE	5,469	5,660	5,197	5,560	2,641	5,240	5,240
6333 - GENERAL-CASH DISCOUNTS	-56		-29		-13		
6350 - BANK FEES/CHARGES	0		0		0	100	100
6399 - OTHER CHARGES	0		28		0		
6301 - OTHER EXPENDITURES	5,412	5,660	5,196	5,560	2,627	5,340	5,340
6300 - TOTAL OTHER EXPENDITURES	5,412	5,660	5,196	5,560	2,627	5,340	5,340
6425 - VISA/BANK CHARGES	28		649		0		
6401 - VISA / BANK CHARGES	28		649		0		
6400 - TOTAL VISA / BANK CHARGES	28		649		0		
6001 - EXPENDITURES	549,927	558,657	529,048	572,757	245,732	571,491	571,491

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 08: FINANCE - 1035

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
	SALARIES						
6110	Regular Employees	370,092	375,463	384,925	334,280	381,938	381,938
6111	Salary - Part time						
6113	Overtime - Regular	500	500	500	150	500	500
6121	Insurance Cash Benefit			1,100			
6122	Comp request			(500)	(48)		
6123	Salaries - Other	4,883	7,068	7,699	-	7,639	7,639
6138	Medicare	5,444	5,554	5,700	4,854	5,656	5,656
6139	FICA	23,279	23,507	24,374	20,756	23,907	23,907
6141	Pension - PERA	27,222	27,770	28,501	24,235	28,281	28,281
6142	Work Comp	2,210	2,270	2,359	2,009	2,340	2,340
6144	Long-term Disability Insurance	1,087	1,110	1,139	970	1,130	1,130
6145	Hospital & Life Insurance	62,400	62,400	62,760	51,840	69,000	69,000
	Total	497,117	505,642	518,556	439,046	520,391	520,391
6210	**OFFICE SUPPLIES**						
	General Office Supplies	4,000	4,000	4,000	4,600	4,000	4,000
	Copier Paper	7,000	7,500	6,000	5,700	5,500	5,500
	Toner			-			
	Total	11,000	11,500	10,000	10,300	9,500	9,500
6211	**Small tools**						
					250	250	250
	Total	-	-	-	250	250	250
6215	**Equipment - Parts**						
	Phone Equip				120	120	120
	Total	-	-	-	120	120	120
6229	**GENERAL SUPPLIES**						
	Miscellaneous	400	400	-	207	100	100
	Headsets						
	Total	400	400	-	207	100	100
6238	**POSTAGE/UPS/FEDEX**						
	Postal Permits	200	200	190	190	200	200
	Postage	25,000	18,500	20,000	17,500	17,500	17,500
	Misc. Postal Charges	250	250	100	100	100	100
	Total	25,450	18,950	20,290	17,790	17,800	17,800
6239	**PRINTING/PUBLISHING**						
	Envelopes and Letterhead	4,000	3,300	5,000	5,100	4,800	4,800
	Receipts, Requisitions, P.O.'s, etc.	1,500	1,000	1,200	1,000	1,100	1,100
	Printing ; inserts etc.	600	500	500	500	350	350
	County Charge for T in T notices			4,300	4,000	4,000	4,000
	Publish Budget, Fin report	4,000	5,500	1,000	1,100	1,100	1,100
	Total	10,100	10,300	12,000	11,700	11,350	11,350
6265	**REPAIRS - EQUIPMENT**						
	Copier Maintenance	-					
	Other Repairs	200	200	200	175	200	200
	Total	200	200	200	175	200	200
6275	**SCHOOL/CONF/EXP - LOCAL**						
	Municipals		360	360	45	180	180
	Mileage to local training		300	320	200	200	200
	Other	200	200	80	50	50	50
	State GFOA Confer./ Meetings	1,200	340	340	400	400	400
	Total	1,400	1,200	1,100	695	830	830
6276	**SCHOOL/CONF/EXP - OTHER**						
	LMC	200	200	50	50	50	50
	GFOA Conf	1,500	1,500	2,000	2,532	2,500	2,500
	Mn GFOA Conf	1,400	1,400	1,350	1,400	1,400	1,400
	Total	3,100	3,100	3,400	3,982	3,950	3,950
6277	**MILEAGE ALLOWANCE**						
	Car Allowance / Mileage	550					
	Miscellaneous	100	50	50	50	50	50
	Total	650	50	50	50	50	50

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 08: FINANCE - 1035

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
6278	**SUBSISTENCE**						
	National GFOA				250	-	-
	Total	-	-	-	250	-	-
6280	**Dues and Subscriptions**						
	National GFOA	320	320	315	315	320	320
	GFOA - CAFR review	500	500	450	500	500	500
	GFOA Subscription service (GASB R	275	300	300	50	60	60
	State GFOA	120	120	120	120	120	120
	Books	100	100	100	100	100	100
	GASB	-					
	MnCPA	200	230	230	255	260	260
	MN CPA liceense	-			160	165	165
	Sam's Club	85	85	85	85	85	85
	Total	1,600	1,655	1,600	1,585	1,610	1,610
6310	**Rental Expense**						
	Postage Meter Maintenance		360	360	360	340	340
	Postage Meter Lease	5,300	5,300	5,200	5,200	4,900	4,900
	Total	5,300	5,660	5,560	5,560	5,240	5,240
6333	**General Cash Discounts**						
		-			(30)		
	Total	-	-	-	(30)	-	-
6399	**Other Charges**						
	AP Automation				65,000		
		-					
	Total	-	-	-	65,000	-	-
6350	**Bank Charges**						
		-			30	100	100
	Total	-	-	-	30	100	100
6349	**Late Fees/ Finance Charges**						
	Total	-	-	-	-	-	-
	Total Net of Personnel	59,200	53,015	54,200	117,664	51,100	51,100
	TOTAL EXPENSES	$ 556,317	$ 558,657	$ 572,757	$ 556,710	$ 571,491	$ 571,491

Apple Valley

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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 2014

- The LOGIS consortium is in the process of re-implementing the Public Safety Module. The implementation of this new software is included at full costs beginning with the initial 2014 budget request in the amount of $51,925 for an annual cost for the first 5 years. The administrator recommended budget includes the full funding for the public Safety Module to come from the GO Closed Bond Fund; this strategy will eliminate the need to budget over $250,000 over the coming five years.
- Implementation of the fixed assets module in Finance.
- The budget increases for 2014 reflect an across the board increases in most all of the LOGIS modules of approximately 5%. Indications from LOGIS include a projected increase of approximately 3% for 2015 as well.

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Actual 2010	Actual 2011	Actual 2012	Projected 2013	Projected 2014
Number of JD Edwards Licenses / users	11	11	11	11	11
Insight GL Inquiry liceses	6	10	10	10	10

Summary Budget
Department 09 Data Processing

	2010 Actual	2011 Budget	2011 Actual	2012 Actual	2012 Adopted	2013 Adopted	2014 Proposed
Expenditures:							
Contractual Serv.	276	-	247	-	325		-
Other Exp.	173,039	193,000	196,088	182,211	197,360	205,000	197,709
Capital outlay		-	-	-	-		
Net addition to (use of) general revenues	173,315	193,000	196,335	182,211	197,685	205,000	197,709

2014 CAPITAL OUTLAY

None

City of Apple Valley
Budget Summary
2014 Budget
DATA PROCESSING

Object Account	2011 Actual	2012 Council Adopted Amended Budget	2012 Actual	2013 Council Adopted Original Budget	06/30/13 YTD Actual	2014 Dept Proposed	2014 Admin Recomm
6237 - TELEPHONE/PAGERS	123	325	0	0	0	0	0
6230 - CONTRACTUAL SERVICES	123	325	0	0	0	0	0
6281 - UNIFORM/CLOTHING ALLOWANCE	119		0		0		
6270 - TRAINING/TRAVEL/DUES	119		0		0		
6200 - TOTAL OPERATING COSTS	242	325	0	0	0	0	0
6399 - OTHER CHARGES	196,088	197,360	182,211	205,000	71,587	249,634	197,709
6301 - OTHER EXPENDITURES	196,088	197,360	182,211	205,000	71,587	249,634	197,709
6300 - TOTAL OTHER EXPENDITURES	196,088	197,360	182,211	205,000	71,587	249,634	197,709
6001 - EXPENDITURES	196,330	197,685	182,211	205,000	71,587	249,634	197,709

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 09: DATA PROCESSING - 1040

COMPANY 1000: GENERAL FUND

ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
6237	**TELEPHONE/PAGERS**						
	Phone line to Dakota County for parcel info	300	325	-			
	Total	300	325	-	-	-	-
6399	**OTHER CHARGES**						
	LOGIS Charges						
	PAY MODE				500	600	600
	Financial	35,205	39,944	41,548	41,548	43,719	43,719
	HR / Payroll / ESS	49,529	51,679	53,649	53,649	56,293	56,293
	utility Billing	72,461	72,558	75,709	75,709	78,509	78,509
	Police Mobiles	23,737	24,077	24,261	24,261	25,050	25,050
	Fire Mobiles	937	949	943	943	3,953	3,953
	Police records	62,580	62,548	66,116	66,116	67,496	67,496
	Permits & Inspections	21,034	20,736	21,841	21,841	22,017	22,017
	Code Enforcement / ePermits	1,500	1,500	1,500	1,500	3,360	3,360
	State of MN WAN access		3,720	3,840	3,840	3,960	3,960
	internet	13,979	14,063	14,451	14,451	14,979	14,979
	Additional services by hour	2,432	2,282	2,382	2,000	2,482	2,482
	System Development	22,102	22,300	22,406	22,406	22,906	22,906
	Public Safety Project Asmt	17,904	17,904	17,904	17,904	51,925	
	Allocated to other funds						
	Water Sewer	(122,000)	(127,000)	(131,300)	(131,300)	(136,500)	(136,500)
	Liquor	(6,600)	(7,200)	(7,450)	(7,450)	(8,225)	(8,225)
	Ice Arena	(2,100)	(2,700)	(2,800)	(2,800)	(2,890)	(2,890)
	Total	192,700	197,360	205,000	205,118	249,634	197,709
	Total Net of Personnel	193,000	197,685	205,000	205,118	249,634	197,709
	TOTAL EXPENSES	$ 193,000	$ 197,685	$ 205,000	$ 205,118	$ 249,634	$ 197,709

Apple Valley

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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 the Kern DeWenter Viere Auditing firm out of St. Cloud for the annual audit. In 2013 it is contemplated that the annual audit services be placed out for a Request for Proposals, with this RFP process it is anticipated that the fee would remain the same for the coming year.

MAJOR OBJECTIVES FOR 2014

In 2013 it is contemplated that the annual audit services be placed out for a Request for Proposals, with this RFP process it is anticipated that the fee would remain the same for the coming year.

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Actual 2010	Actual 2011	Actual 2012	Projected 2013	Projected 2014

Summary Budget
Department 10 Independent Audit

	2010 Actual	2011 Budget	2011 Actual	2012 Adopted	2012 Actual	2013 Adopted	2014 Proposed
Expenditures:							
Contractual Serv.	13,849	15,000	15,538	15,500	15,160	15,800	15,800
Repairs & Maint.		-	-	-	-	-	-
Training/Travel/Dues		-	-	-	-	-	-
Other Exp.		-	-	-	-	-	-
Capital outlay		-	-		-	-	-
Total Exp	13,849	15,000	15,538	15,500	15,160	15,800	15,800
Net addition to (use of) general revenues	13,849	15,000	15,538	15,500	15,160	15,800	15,800

2014 CAPITAL OUTLAY

None

City of Apple Valley
Budget Summary
2014 Budget
INDEPENDENT AUDIT

Object Account	2011 Actual	2012 Council Adopted Amended Budget	2012 Actual	2013 Council Adopted Original Budget	06/30/13 YTD Actual	2014 Dept Proposed	2014 Admin Recomm
6235 - CONSULTANT SERVICES	15,538	15,500	15,160	15,800	6,376	15,800	15,800
6230 - CONTRACTUAL SERVICES	15,538	15,500	15,160	15,800	6,376	15,800	15,800
6001 - EXPENDITURES	15,538	15,500	15,160	15,800	6,376	15,800	15,800

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 10: INDEPENDENT AUDIT - 1045

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP
6235	**CONSULTANT SERVICES**					
	Audit Fee	15,000	15,500	15,800	15,800	15,800
	Total	15,000	15,500	15,800	15,800	15,800
	Total Net of Personnel	15,000	15,500	15,800	15,800	15,800
	TOTAL EXPENSES	$ 15,000	$ 15,500	$ 15,800	$ 15,800	$ 15,800

Apple Valley

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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 2014

Provide high quality civil legal counsel and criminal prosecution services.

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Actual 2010	Actual 2011	Actual 2012	Projected 2013	Projected 2014
No. of criminal offenses	3,866	2,832	3,134		
No. of arrests	1,985	1,963	1,482		
No. agreements/contracts					

Summary Budget

Department 14 Legal Services

	2010 Actual	2011 Adopted	2011 Actual	2012 Adopted	2012 Actual	2013 Adopted	2014 Proposed
Revenue:							
Court Fines	258,165	315,000	288,946	315,000	275,838	280,000	280,000
	258,165	315,000	288,946	315,000	275,838	280,000	280,000
Expenditures:							
Contractual Serv.	453,002	458,909	462,701	468,745	478,309	470,732	484,000
Capital outlay	-	-	-				
Total Exp	453,002	458,909	462,701	468,745	478,309	470,732	484,000
Net provision to (use of) general revenues	(194,837)	(143,909)	(173,755)	(153,745)	(202,471)	(190,732)	(204,000)

2014 CAPITAL OUTLAY

None

City of Apple Valley
Budget Summary
2014 Budget
LEGAL SERVICES

Object Account	2011 Actual	2012 Council Adopted Amended Budget	2012 Actual	2013 Council Adopted Original Budget	06/30/13 YTD Actual	2014 Dept Proposed	2014 Admin Recomm
6112 - SALARY-SEASONAL TEMP	161		0		0		
6105 - SALARIES AND WAGES	161		0		0		
6138 - MEDICARE	2		0		0		
6139 - FICA	10		0		0		
6142 - WORKERS COMPENSATION	4		0		0		
6125 - EMPLOYEE BENEFITS	17		0		0		
6100 - TOTAL PERSONNEL SERVICES	178		0		0		
6231 - LEGAL SERVICES	462,701	463,945	478,309	470,732	235,467	484,000	484,000
6249 - OTHER CONTRACTUAL SERVICES	0	4,800	0	0	0	0	0
6230 - CONTRACTUAL SERVICES	462,701	468,745	478,309	470,732	235,467	484,000	484,000
6200 - TOTAL OPERATING COSTS	462,701	468,745	478,309	470,732	235,467	484,000	484,000
6001 - EXPENDITURES	462,879	468,745	478,309	470,732	235,467	484,000	484,000

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 14: LEGAL SERVICES- 1050 / 1055

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADM RECOM
6231	**CONSULTANT SERVICES**						
	General Legal Retainer ($12,331 per mo)	145,779	147,967	148,692	148,692	152,500	152,500
	Police Legal Retainer ($23,665 per mo)	282,565	283,978	288,215	288,240	295,500	295,500
	General Legal-Nonretainer	20,265	28,000	25,825	25,000	26,000	26,000
	Police Legal-Nonretainer	4,000	4,000	8,000	8,000	10,000	10,000
	Total	452,609	463,945	470,732	469,932	484,000	484,000
6249	**OTHER CONTRACTUAL SERVICES (reimburseable expenses)**						
	General	2,300	800				
	Police	4,000	4,000				
	Total	6,300	4,800	-	-	-	-
	Total Net of Personnel	458,909	468,745	470,732	469,932	484,000	484,000
	TOTAL EXPENSES	$ 458,909	$ 468,745	$ 470,732	$ 469,932	$ 484,000	$ 484,000

Apple Valley

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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 2014

- 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.
- Attracting development to the Central Village and Hanson development sites.
- Develop the zoning ordinance for the Mixed Business Campus.
- Foster positive business relationships, outreach, and collaboration.
- Implement transit oriented land use controls finalized in 2013 for the Cedar corridor.
- Recommend and implement communication strategies that emphasize the Apple Valley brand and attract national and global business development interests.
- Initiate new housing subdivision development.
- Review and process 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.

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Actual 2010	Actual 2011	Actual 2012	Projected 2013	Projected 2014
Land Use Actions	61	57	53	60	60
Comm/Industrial Permits	68	71	81	80	80
Value of Comm/Industrial	$19 mill	$7.6 mill	$22.8 mill	$25 mill	$25 mill
Residential Permits	61	31	47	50	50
Value of Residential	$20 mill	$8 mill	$11.1 mill	$25 mill	$25 mill
Closed Sales-Residential	609	721	799	750	750

Regular Status Personnel Schedule –FTE's					
Position Title	Adopted 2010	Adopted 2011	Adopted 2012	Adopted 2013	Proposed 2014
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 Community Development

	2010 Actual	2011 Adopted	2011 Actual	2012 Adopted	2012 Actual	2013 Adopted	2014 Proposed
Revenue:							
FEES-PLAT	2,128	2,000	4,558	2,000	3,650	2,000	4,000
FEES-SPECIAL USE	1,060	1,000	560	1,000	1,060	1,000	1,000
FEES-REZONING	3,590	4,000	5,190	4,000	3,850	4,000	4,000
	6,778	7,000	10,308	7,000	8,560	7,000	9,000
Expenditures:							
Salaries & Wages	402,147	403,466	404,892	411,031	416,493	424,415	430,084
Emp. Benefits	108,620	126,057	114,016	127,018	115,095	127,305	126,725
Supplies	3,282	2,300	3,466	1,900	1,264	900	900
Contractual Serv.	51,752	66,610	61,886	52,110	44,612	67,885	38,700
Repairs & Maint.	133	350	390	425	106	425	425
Training/Travel/Dues	13,203	14,550	11,203	11,950	13,037	15,095	15,850
Other Exp.	876	-	735	-	598	-	-
Capital outlay	-	-	-	-	-	-	-
Total Exp	580,013	613,333	596,588	604,434	591,205	636,025	612,684
Net addition to (use of) general revenues	(573,235)	(606,333)	(586,280)	(597,434)	(582,645)	(629,025)	(603,684)

2014 CAPITAL OUTLAY

None

City of Apple Valley
Budget Summary
2014 Budget
COMMUNITY DEVELOPMENT

Object Account	2011 Actual	2012 Council Adopted Amended Budget	2012 Actual	2013 Council Adopted Original Budget	06/30/13 YTD Actual	2014 Dept Proposed	2014 Admin Recomm
6110 - SALARY-REGULAR EMPLOYEES	393,097	400,446	407,296	410,505	205,904	418,710	418,710
6112 - SALARY-SEASONAL TEMP	5,705		0		0		
6113 - OVERTIME-REGULAR EMPLOYEES	5,690	3,000	7,007	5,700	1,924	3,000	3,000
6121 - INSURANCE CASH BENEFIT	2,173		2,190		1,157		
6122 - COMP REQUEST	-1,794		0		0		
6123 - SALARY-OTHER		7,585		8,210		8,374	8,374
6124 - OVERTIME-SEASONAL TEMP	21	0	0	0	0	0	0
6105 - SALARIES AND WAGES	**404,892**	**411,031**	**416,493**	**424,415**	**208,984**	**430,084**	**430,084**
6138 - MEDICARE	5,608	5,960	5,919	6,155	2,959	6,236	6,236
6139 - FICA	23,603	25,240	24,806	26,313	12,652	26,388	26,388
6141 - PENSIONS-PERA	28,590	29,800	30,037	30,357	15,067	31,181	31,181
6142 - WORKERS COMPENSATION	2,437	2,435	2,516	2,546	1,252	2,581	2,581
6144 - LONG-TERM DISABILITY INSURANCE	1,129	1,183	1,175	1,214	607	1,239	1,239
6145 - MEDICAL INSURANCE	48,027	62,400	45,477	60,720	28,017	60,000	59,100
6146 - DENTAL INSURANCE	3,432		3,938		2,063		
6147 - LIFE INSURANCE-BASIC	56		58		28		
6148 - LIFE INSURANCE-SUPP/DEPEND	1,134		1,169		860		
6125 - EMPLOYEE BENEFITS	**114,016**	**127,018**	**115,095**	**127,305**	**63,506**	**127,625**	**126,725**
6100 - TOTAL PERSONNEL SERVICES	**518,908**	**538,049**	**531,588**	**551,720**	**272,490**	**557,709**	**556,809**
6210 - OFFICE SUPPLIES	939	1,500	465	500	13	500	500
6212 - MOTOR FUELS/OILS	808	0	439	0	552	0	0
6215 - EQUIPMENT-PARTS	0	0	16	0	0	0	0
6216 - VEHICLES-TIRES/BATTERIES	156	0	0	0	0	0	0
6229 - GENERAL SUPPLIES	1,564	400	345	400	215	400	400
6205 - SUPPLIES	**3,466**	**1,900**	**1,264**	**900**	**781**	**900**	**900**
6231 - LEGAL SERVICES	162	0	1,087	0	0	0	0
6235 - CONSULTANT SERVICES	31,182	16,000	6,205	33,500	-408	55,500	5,500
6239 - PRINTING	2,938	5,125	2,386	5,200	863	3,200	3,200
6240 - CLEANING SERVICE/GARBAGE	195	1,300	1,340	0	0	0	0
6249 - OTHER CONTRACTUAL SERVICES	27,410	29,685	33,594	29,185	92,863	30,000	30,000
6230 - CONTRACTUAL SERVICES	**61,886**	**52,110**	**44,612**	**67,885**	**93,317**	**88,700**	**38,700**
6265 - REPAIRS-EQUIPMENT	390	425	106	425	0	425	425
6260 - REPAIRS AND MAINTENA	**390**	**425**	**106**	**425**	**0**	**425**	**425**
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	4,284	4,900	2,853	4,900	1,978	4,900	4,900
6276 - SCHOOLS/CONFERENCES/EXP OTHER	1,675	2,000	1,763	3,000	0	3,000	3,000
6277 - MILEAGE/AUTO ALLOWANCE	130	300	4,052	1,900	1,815	2,150	2,150
6278 - SUBSISTENCE ALLOWANCE	300	750	200	750	0	750	750
6280 - DUES & SUBSCRIPTIONS	4,814	4,000	4,169	4,545	2,437	5,050	5,050
6270 - TRAINING/TRAVEL/DUES	**11,203**	**11,950**	**13,037**	**15,095**	**6,230**	**15,850**	**15,850**
6200 - TOTAL OPERATING COSTS	**76,946**	**66,385**	**59,019**	**84,305**	**100,328**	**105,875**	**55,875**
6310 - RENTAL EXPENSE	375		395		395		
6399 - OTHER CHARGES	360		203		51		
6301 - OTHER EXPENDITURES	**735**		**598**		**446**		
6300 - TOTAL OTHER EXPENDITURES	**735**		**598**		**446**		
6001 - EXPENDITURES	**596,589**	**604,434**	**591,205**	**636,025**	**373,263**	**663,584**	**612,684**

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 15: COMM DEVELOPMENT - 1100

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
6110	**SALARIES**						
	Regular Employees	396,471	400,446	410,505	410,505	418,710	418,710
6111	Salary-Parttime	-					
6113	Salaries - Overtime	3,000	3,000	5,700	5,700	3,000	3,000
6123	Salaries - Other	3,995	7,585	8,210	8,210	8,374	8,374
6138	Medicare	5,850	5,960	6,155	6,155	6,236	6,236
6139	FICA	25,015	25,240	26,313	26,313	26,388	26,388
6141	Pension - PERA	29,251	29,800	30,357	30,357	31,181	31,181
6142	Work Comp Ins	2,380	2,435	2,546	2,546	2,581	2,581
6144	Long-term Disability Insurance	1,161	1,183	1,214	1,214	1,239	1,239
6145	Hospital & Life Insurance	62,400	62,400	60,720	60,720	60,000	59,100
	Total	529,523	538,049	551,720	551,720	557,709	556,809
6210	**OFFICE SUPPLIES**						
	Project Folders		1,000				
	Misc	500	500	500	500	500	500
	Total	500	1,500	500	500	500	500
6212	**MOTOR FUELS/OILS**						
	Inspection Vehicle-Moved to Genl Govt	1,000	-	-	-	-	-
	Total	1,000	-	-	-	-	-
6215	**EQUIPMENT - PARTS**						
	Misc	250	-	-	-	-	-
	Total	250	-	-	-	-	-
6216	**EQUIPMENT - TIRES/BATTERIES**						
	Miscellaneous	150	-	-	-	-	-
	Total	150		-	-	-	-
6229	**GENERAL SUPPLIES**						
	Name Plates, Pins						
	Drafting Supplies	400	400	400	400	400	400
	Total	400	400	400	400	400	400
6235	**CONSULTANT SERVICES**						
	Co-Star Mkt access			2,500	2,500	2,500	2,500
	Special Studies	3,000	3,000	3,000	3,000	3,000	3,000
	Ordinance / MB Campus	-	-	-	-	50,000	-
	Comp Plan Zoning Update						
	TOD-Transit Oriented Development		6,000	6,000	6,000		
	Economic Dev. Studies		7,000	7,000	7,000		
	Met. Zone/mkt analysis local match (60	15,000					
	Met. Hanson mkt analysis local match (	12,500					
	Energy Loan Admin						
	Station area TOD local match (45,000)			15,000	15,000		
	Total	30,500	16,000	33,500	33,500	55,500	5,500
6237	**TELEPHONE/PAGERS**						
	Total	-	-	-	-	-	-
6239	**PRINTING/PUBLISHING**						
	Promotion Printing	7,000	5,000	5,000	5,000	3,000	3,000
	Report Printing (Comp Plan), Business Cards	125	125	200	200	200	200
	Total	7,125	5,125	5,200	5,200	3,200	3,200
6240	**CLEAN SERVICE/GARBAGE REMOVAL**						
	Annual clean-up day	1,300	1,300	-			
	Total	1,300	1,300	-	-	-	-
6249	**OTHER CONTRACTUAL SERVICES**						
	City Promotions - Chamber	5,000	5,000	5,000	5,000	5,000	5,000
	Economic Development	5,000	5,000	5,000	5,000	5,000	5,000
	GIS Support Contract - Dakota County	17,685	17,685	17,685	18,038	18,500	18,500
	Pictometry	-	2,000		3,400		
	ArcView Maintenance Contract	-		1,500	1,500	1,500	1,500
	Total	27,685	29,685	29,185	32,938	30,000	30,000
6265	**REPAIRS - EQUIPMENT**						
	Color Printer Maintenance	175	175	175	175	175	175
	Misc Repairs (Lectriever)	175	250	250	250	250	250
	Total	350	425	425	425	425	425

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 15: COMM DEVELOPMENT - 1100

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
6275	**SCHOOL/CONF/EXP - LOCAL**						
	Planning Staff State Conf / Seminars	2,800	2,800	3,000	3,000	3,000	3,000
	Planning Commission State Conf	800	800	600	600	600	600
	Rotary Meetings	500	500	500	500	500	500
	SLUC/EDAM/ULI/Chamber	800	800	800	800	800	800
	Total	4,900	4,900	4,900	4,900	4,900	4,900
6276	**SCHOOL/CONF/EXP - OTHER**						
	LMC - day	-					
	APA/ULI/IEDC Conf.	2,000	2,000	2,000	2,000	2,000	2,000
	NDC - week, local	1,150		1,000	1,000	1,000	1,000
	Total	3,150	2,000	3,000	3,000	3,000	3,000
6277	**MILEAGE ALLOWANCE**						
	Mileage Allowance			1,400	1,650	1,650	1,650
	Mileage Reimbursement	300	300	500	500	500	500
	Total	300	300	1,900	2,150	2,150	2,150
6278	**SUBSISTANCE ALLOWANCE**						
		750	750	750	750	750	750
	Total	750	750	750	750	750	750
6279	**EDUCATION ASSISTANCE**						
	Tuition Reimbursement	2,000	-				
	Total	2,000	-	-	-	-	-
6280	**DUES & SUBSCRIPTIONS**						
	APA Dues	2,000	2,000	2,200	2,200	2,500	2,500
	PAS	750	750	845	845	850	850
	Other (EDAM, ULI, SLUC, IEDC, Rotary)	700	800	1,500	1,500	1,700	1,700
	Positively MN		450				
	Total	3,450	4,000	4,545	4,545	5,050	5,050
6715	**CAPITAL OUTLAY - BUILDINGS**						
	Total	-	-	-	-	-	-
6720	**CAPITAL OUTLAY - OFFICE FURN**						
	Total	-	-	-	-	-	-
6725	**CAPITAL OUTLAY - OFFICE EQUIP**						
	Total	-	-	-	-	-	-
6745	**VEHCILE REPLACEMENT FUND**						
	VERF						
	Total	-	-	-	-	-	-
	Total Net of Personnel	83,810	66,385	84,305	88,308	105,875	55,875
	TOTAL EXPENSES	$ 613,333	$ 604,434	$ 636,025	$ 640,028	$ 663,584	$ 612,684

Apple Valley

Notes:

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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 2014 requires vigilance with a concern about deferred maintenance and in some instances hoarding. The number of vacant, foreclosed, or poorly maintained housing is declining but must be routinely monitored. Proactive enforcement actions, neighborhood sweeps, are planned. The 2014 budget provides resources to proactively promote housing maintenance in neighborhoods, and to have a full year using a new software that improves efficiency and reporting in responding to the increasing volume and complexity of the work load.

MAJOR OBJECTIVES FOR 2014

- 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 assist property owners with 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, interior maintenance of buildings.
- Proactively encourage property maintenance and recommend resources to assist in remodeling and repair.

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

Item	Actual 2010	Actual 2011	Actual 2012	Projected 2013	Projected 2014
Complaints/Investigations	2328	2,369	2,559	2,500	2,600
Water Information Tags	3	N.R.	N.R.	N.R.	N.R.
Garbage Can/Trash	131	566	411	300	300
Grass/Weeds	330	199	222	300	300
Residential Alt/Addition/Repair/Roof/ Siding Permits	1,070	1,526	1,254	1,500	1,500
CDA Home Improvement Loans	14	14	10	12	12

				Regular Status Personnel Schedule –FTE's	
Position Title	Adopted 2010	Adopted 2011	Adopted 2012	Adopted 2013	Proposed 2014
Code Compliance Specialist	1	1	1	1	1
Code Enforcement Officer	1	1	-	-	-
Admin Specialist	1	1	1	1	1

	Temporary Status Personnel Schedule – Hours (Part Time)				
Position Title	Adopted 2010	Adopted 2011	Adopted 2012	Adopted 2013	Proposed 2014
Code Enforcement Officer	-	-	1040	1040	900

Summary Budget
Department 06 Code Enforcement

	2010 Actual	2011 Adopted	2011 Actual	2012 Adopted	2012 Actual	2013 Adopted	2014 Proposed
Revenue							
Fines - Weed mowing							
Expenditures							
Salaries & Wages	124,233	158,076	101,133	147,463	105,195	141,451	140,244
Emp. Benefits	38,460	59,075	35,353	46,018	34,722	46,071	44,612
Supplies	3,037	6,900	2,368	6,900	2,873	4,400	4,720
Contractual Serv.	3,450	3,900	(1,455)	4,900	(514)	5,400	8,590
Repairs & Maint.	47	250	35	250	-	150	250
Training/Travel/Dues	464	4,350	206	3,850	740	3,250	3,700
Other Exp.		-	66	-	34,373	-	
Capital outlay		-	-	-		-	1,625
Total Exp	169,691	232,551	137,706	209,381	177,389	200,722	203,741
Net addition to (use of) general revenues	(169,691)	(232,551)	(137,706)	(209,381)	(177,389)	(200,722)	(203,741)

2014 CAPITAL OUTLAY
None

City of Apple Valley
Budget Summary
2014 Budget
CODE ENFORCEMENT

Object Account	2011 Actual	2012 Council Adopted Amended Budget	2012 Actual	2013 Council Adopted Original Budget	06/30/13 YTD Actual	2014 Dept Proposed	2014 Admin Recomm
6110 - SALARY-REGULAR EMPLOYEES	99,993	109,970	99,680	131,165	55,552	112,320	112,320
6111 - SALARY PART-TIME		26,718		0		20,455	20,455
6112 - SALARY-SEASONAL TEMP	32		4,283		0		
6113 - OVERTIME-REGULAR EMPLOYEES	1,755	2,500	1,182	2,500	1,723	2,500	2,500
6121 - INSURANCE CASH BENEFIT	540		555		405		
6122 - COMP REQUEST	-1,187		-506		-250		
6123 - SALARY-OTHER		8,275		7,786		4,969	4,969
6105 - SALARIES AND WAGES	101,133	147,463	105,195	141,451	57,430	140,244	140,244
6138 - MEDICARE	1,422	2,138	1,512	2,051	822	2,039	2,039
6139 - FICA	6,079	9,144	6,467	8,770	3,514	8,720	8,720
6141 - PENSIONS-PERA	6,810	8,718	7,276	10,255	4,134	8,503	8,503
6142 - WORKERS COMPENSATION	498	716	540	712	292	710	710
6144 - LONG-TERM DISABILITY INSURANCE	256	342	282	403	161	340	340
6145 - MEDICAL INSURANCE	17,963	24,960	17,013	23,880	12,325	24,600	24,300
6146 - DENTAL INSURANCE	1,626		1,368		766		
6147 - LIFE INSURANCE-BASIC	20		21		11		
6148 - LIFE INSURANCE-SUPP/DEPEND	680		242		206		
6125 - EMPLOYEE BENEFITS	35,353	46,018	34,722	46,071	22,232	44,912	44,612
6100 - TOTAL PERSONNEL SERVICES	136,486	193,481	139,916	187,522	79,663	185,156	184,856
6210 - OFFICE SUPPLIES	42	250	77	250	38	250	250
6211 - SMALL TOOLS & EQUIPMENT	165	200	214	200	0	100	100
6212 - MOTOR FUELS/OILS	1,699	4,900	2,251	2,900	1,163	2,670	3,570
6215 - EQUIPMENT-PARTS	97	750	297	500	14	0	250
6216 - VEHICLES-TIRES/BATTERIES	0	500	0	250	0	0	250
6229 - GENERAL SUPPLIES	364	300	34	300	0	300	300
6205 - SUPPLIES	2,368	6,900	2,873	4,400	1,215	3,320	4,720
6237 - TELEPHONE/PAGERS	909	1,500	982	1,500	556	1,200	1,700
6239 - PRINTING	0	400	0	900	205	700	700
6240 - CLEANING SERVICE/GARBAGE			252		0		
6249 - OTHER CONTRACTUAL SERVICES	-2,364	3,000	-1,748	3,000	6,315	6,190	6,190
6230 - CONTRACTUAL SERVICES	-1,455	4,900	-514	5,400	7,076	8,090	8,590
6265 - REPAIRS-EQUIPMENT	35	250	0	150	0	150	250
6260 - REPAIRS AND MAINTENA	35	250	0	150	0	150	250
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	97	500	337	1,400	160	1,900	1,900
6276 - SCHOOLS/CONFERENCES/EXP OTHER		2,000		1,000		1,000	1,000
6277 - MILEAGE/AUTO ALLOWANCE	7	0	0	0	0	0	0
6280 - DUES & SUBSCRIPTIONS		350	60	350	60	100	100
6281 - UNIFORM/CLOTHING ALLOWANCE	102	1,000	342	500	0	500	700
6270 - TRAINING/TRAVEL/DUES	206	3,850	740	3,250	220	3,500	3,700
6200 - TOTAL OPERATING COSTS	1,153	15,900	3,099	13,200	8,512	15,060	17,260
6310 - RENTAL EXPENSE					198		
6399 - OTHER CHARGES	67	90,000	34,373	0	0	0	0
6301 - OTHER EXPENDITURES	66	90,000	34,373	0	198	0	0
6300 - TOTAL OTHER EXPENDITURES	66	90,000	34,373	0	198	0	0
6725 - CAPITAL OUTLAY-OFFICE EQUIP				0			
6745 - VERF CHARGES						1,625	1,625
6700 - TOTAL CAPITAL OUTLAY				0		1,625	1,625
6001 - EXPENDITURES	137,706	299,381	177,388	200,722	88,372	201,841	203,741

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 06: CODE ENFORCEMENT - 1013

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
	SALARIES						
6110	Regular Employees	153,179	109,970	131,165	131,165	112,320	112,320
6111	Salary - Part-time		26,718			20,455	20,455
6112	Salary - Seasonal Temp						
6113	Overtime - Reg	2,500	2,500	2,500	2,500	2,500	2,500
6123	Salaries - Other	2,397	8,275	7,786	7,786	4,969	4,969
6138	Medicare	2,292	2,138	2,051	2,051	2,039	2,039
6139	FICA	9,801	9,144	8,770	8,770	8,720	8,720
6141	Pension - PERA	11,461	8,718	10,255	10,255	8,503	8,503
6142	Work Comp Ins	750	716	712	712	710	710
6144	Long-term Disability Insurance	451	342	403	403	340	340
6145	Hospital & Life Insurance	34,320	24,960	23,880	23,880	24,600	24,300
	Total	217,151	193,481	187,522	187,522	185,156	184,856
6210	**OFFICE SUPPLIES**						
	Miscellaneous	250	250	250	250	250	250
	Total	250	250	250	250	250	250
6211	**SMALL TOOLS & EQUIPMENT**						
	Miscellaneous	200	200	200	100	100	100
	Total	200	200	200	100	100	100
6212	**MOTOR FUELS/OIL**						
	Fuel, oil, etc. for 1 Vehicle	2,900	2,900	2,900	2,900	2,670	2,670
	Vehicle 2	2,000	2,000				900
	Total	4,900	4,900	2,900	2,900	2,670	3,570
6215	**EQUIPMENT - PARTS**						
	Parts for 1 vehicle - Replace 2014	500	500	500	500		
	Misc	250	250				250
	Total	750	750	500	500	-	250
6216	**TIRES/BATTERIES**						
	Tires for 1 vehicle - Replace 2014	250	250	250			
	Vehicle Replacement	250	250				250
	Total	500	500	250	-	-	250
6229	**GENERAL SUPPLIES**						
	Code Enforcement Supplies	300	300	300	300	300	300
	Total	300	300	300	300	300	300
6237	**TELEPHONE/PAGERS**						
	Mobile Phones - Verizon	1,000	1,000	1,500	1,200	1,200	1,200
	Mobile Connections - Nextel	500	500				
	Mobile Insp # 2	1,000	1,000				500
	Total	2,500	2,500	1,500	1,200	1,200	1,700
6239	**PRINTING/PUBLISHING**						
	Bus.cards/ door tags	400	400	400	400	200	200
	promotional brochures	-		500	500	500	500
	Total	400	400	900	900	700	700
6249	**OTHER CONTRACTUAL SERVICES**						
	Software Maintenance		2,000	2,000		5,190	5,190
	Software/Training/Install						
	Immediate Abatement	1,000	1,000	1,000	1,000	1,000	1,000
	Total	1,000	3,000	3,000	1,000	6,190	6,190
6265	**REPAIRS - EQUIPMENT**						
	Car wash	150	150	150	150	150	150
	2nd vehicle	100	100				100
	Total	250	250	150	150	150	250
6275	**SCHOOL/CONF/EXP - LOCAL**						
	Workshops/Online Training	500	500		250	250	250
	Mileage - Allowance			1,400	1,650	1,650	1,650
	Total	500	500	1,400	1,900	1,900	1,900

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 06: CODE ENFORCEMENT - 1013

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
6276	**SCHOOL/CONF/EXP - OTHER**						
	Housing/Maintenance Code	2,000	2,000	1,000	1,000	1,000	1,000
	Housing/Maintenance Code	500	500				
	Total	2,500	2,000	1,000	1,000	1,000	1,000
6277	**MILEAGE ALLOWANCE**						
	Total	-	-	-	-	-	-
6280	**DUES & SUBSCRIPTIONS**						
	International Code Council (2)	200	200	200			
	MAHCO (2)				100	100	100
	American Assoc of Code Enforcement	150	150	150			
	Total	350	350	350	100	100	100
6281	**UNIFORM/CLOTHING ALLOWANCE**						
	Uniforms (1)	500	500	500	500	500	500
	Inspec.	500	500				200
	Total	1,000	1,000	500	500	500	700
6725	**CAPITAL OUTLAY - OFFICE EQUIP**						
	Miscellaneous						
	Total	-	-	-	-	-	-
6745	**VEHICLE REPLACEMENT**						
	VERF-Vehicle Replacement Charges					1,625	1,625
	Total	-	-	-	-	1,625	1,625
	Total Net of Personnel	15,400	16,900	13,200	10,800	16,685	18,885
	TOTAL EXPENSES	$ 232,551	$ 210,381	$ 200,722	$ 198,322	$ 201,841	$ 203,741

Apple Valley

Notes:

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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, School Resource Officer Program,

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

MAJOR OBJECTIVES FOR 2014

The primary objective for 2014 is to continue to increase the level of police services that our residents and business owners have come to expect with the inclusion of an additional Investigative Officer in 2014. The 2014 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 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 patrol, 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.

- 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.

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Actual 2010	Actual 2011	Actual 2012	Projected 2013	Projected 2014
# Calls for Service	37,410	39,130	39,223	40,000	40,000
Traffic Offenses	7,468	8,981	7,838	8,000	8,000
Responses to Accidents	1,041	1,065	1,059	1,100	1,100
Detective Investigations	498	603	568	600	600

Personnel – Authorized Staffing Levels

Position	**2008**	**2009**	**2010**	**2011**	**2012**	**2013**	**2014****
Chief	1	1	1	1	1	1	1
Captain	2	2	2	2	2	2	2
Department Assistant	1	1	1	1	1	1	1
Patrol Sergeant	7	6	6	6	6	7	7
Patrol Officer	26	25	25	24	24	25	25
K-9 Officer	1	1	1	1	1	1	1
Special Enforcement Team Officer	2	2	2	2	2	2	2
School Resource Officer	3	3	3	3	3	3	3
Community Service Officer	5	5	4	4	4	4	6
Detective Sergeant	1	1	1	1	1	1	1
Detective	4	4	4	4	4	4	5
Drug Task Force Detective	1	1	1	1	1	1	1
Evidence & Property Technician	1	1	1	1	1	1	1
NCOP Sergeant	1	1	1	1	1	1	1
Multi-Family Housing Officer	1	1	1	1	1	1	1
Retail Crime Officer	1	1	1	1	1	1	1
Crime Prevention Specialist	1	1	1	1	1	1	1
Records Unit Supervisor	1	1	1	1	1	1	1
Records Technicians	7	7	7	6	6	6	6
Records Clerk	0	0	0	1	1	1	1
Total Sworn Personnel	**51**	**49**	**48**	**48**	**48**	**50**	**51**
Total Support Personnel*	**16**	**16**	**15**	**15**	**15**	**15**	**17**

** Proposed Staffing levels for the 2014 Budget

	Seasonal Temporary Status Personnel Schedule Hours			
Position Title	Adopted 2011	Adopted 2012	Adopted 2013	Proposed 2014
Asst. Records Clerk	520 hrs	520 hrs	520 hrs	520 hrs
Unpaid Volunteers				
Senior Citizen volunteer	1	0	0	0
Police Explorers Volunteer	20	20	19	19
Volunteer Police Chaplain	3	4	4	4

Summary Budget
Department 20 Police

	2010 Actual	2011 Adopted	2011 Actual	2012 Adopted	2012 Actual	2013 Adopted	2014 Adopted
Revenue:							
FEES-ACCIDENT REPORT	436	1,000	1,158	1,000	450	1,000	1,000
FEES-OTHER PUBLIC SAFETY	11,523	20,000	13,864	20,000	19,407	10,000	10,000
FEES-DRUG TASK FORCE	-	14,000	-	-	-	-	-
FEES-DARE,LIASON OFFICER	160,208	147,700	147,702	147,700	148,179	150,670	150,670
FEES-POST BOARD REIMB CON	-	19,000	-	19,000	15,608	19,000	19,000
REIMBURSE POLICE SPEC DET.	36,950		45,920		53,351	40,000	40,000
AID-STATE POLICE	330,917	330,000	322,628	330,000	310,681	330,000	330,000
GRANTS OTHER	26,566	20,000	38,168	16,000	16,100	16,000	16,000
	566,600	551,700	569,440	533,700	563,776	566,670	566,670
Expenditures:							
Salaries & Wages	4,481,616	4,587,928	4,592,031	4,644,930	4,597,768	4,942,852	5,065,645
Emp. Benefits	1,388,306	1,577,433	1,423,909	1,587,577	1,430,413	1,631,359	1,701,718
Supplies	190,836	236,560	221,030	325,390	282,061	287,341	262,320
Contractual Serv.	1,053,105	946,011	1,068,452	967,706	963,638	931,393	886,914
Utilities	456	2,800	490	800	542	250	250
Repairs & Maint.	37,114	68,050	57,601	77,410	70,392	62,400	37,400
Training/Travel/Dues	129,837	157,060	119,322	149,096	112,475	139,515	163,217
Other Exp.	59,933	65,815	161,868	69,820	69,723	74,975	73,418
Capital outlay	72,679	103,000	97,100	200,000	203,662	200,000	175,600
	7,413,882	7,744,657	7,741,803	8,022,729	7,730,674	8,270,085	8,366,482
Net addition to (use of) general revenues	(6,847,282)	(7,192,957)	(7,172,363)	(7,489,029)	(7,166,898)	(7,703,415)	(7,799,812)

2014 CAPITAL OUTLAY

The department's vehicle replacements are included in the Vehicle and Equipment Replacement Fund, the annual charge to the Police Department is $175,600 for 2014.

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
- Criminal Justice Information and Integration 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	49,463	1		2	
Burnsville	59,028	1		2	
Eagan	64,239	1	1		3
Lakeville	57,470	1		3	

2014 Anticipated Costs – Police Administration

Salary and Benefits		
	Chief	157,673
	Captains - 2	277,744
	Department Assistant	82,631
	Uniforms	2,775
Vehicle Costs		
	Capitalization	9,420
	Fuel	7,086
	Maintenance	2,400
Direct Costs		
	Training	1,624
	Technology	67,384
	Memberships	1,102
Total		**$609,839**

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	903,374
	800 MHz Access	26,970
	LOGIS (RMS & Mobile)	92,545
Total		**$1,022,889**

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 2012, the Patrol Division was responsible for handling over 39,000 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
2013*	17,690	79	492	3,077	618
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
2008	41,682	251	1,037	9,529	2,278

* As of 6/30/13

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
2013*	2,197	359	87,569	62,434
2012	3,689	844	129,780	108,441
2011	3,370	726	98,819	115,826
2010	2,889	720	81,253	112,459
2009	3,728	764	100,530	133,404
2008	3,786	725	148,490	107,227

* As of 6/28/13

2014 Anticipated Costs – Patrol Division

Salary and Benefits		
	Sergeants (7)	897,414
	Officers (25)	2,747,064
	Uniforms (32)	29,600
Vehicle Costs		
	Capitalization	100,480
	Fuel	75,584
	Maintenance	24,288
Direct Costs		
	Training	12,992
	Technology	539,072
	Specialized Equipment	48,420
Total		**$4,474,914**

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.

Apple Valley operates its Detective Unit with a smaller staff compared to our neighboring agencies. The following chart details the 2013 staffing levels of our surrounding agencies and provides the number of cases referred to and investigated by each agency's Detective Unit during 2012.

Detective Unit Staffing Comparisons - 2012

City	Population	Detectives	Supervisors	Total Cases	Cases per Detective
Apple Valley	49,463	4	1	568	142
Burnsville	59,028	10	2	821	82
Eagan	64,239	8	2	650	81
Lakeville	57,470	6	1	855	143

The Detective Unit has been operating at its current staffing level since 1992. In the 2014 budget, we are requesting additional funds to increase the staffing level in the Detective Unit to 5 Detectives and 1 Sergeant.

Detective Unit Outcome Measures

Year	Total Cases	Cases per Detective
2013*	372	93
2012	568	142
2011	603	151
2010	498	125
2009	430	108
2008	519	130

* As of 6/30/13

As shown, the Detectives in our agency investigate a large number of cases when compared to our peer agencies. When compared to Burnsville and Eagan, on a per Detective basis, our Detectives are handling 42% more investigations than either of these communities and we do this with a higher clearance rate.

2014 Anticipated Costs – Investigations Unit

Salary and Benefits		
	Sergeants (1)	128,964
	Detectives (5)	585,685
	Property Room Clerk	21,895
	Uniforms (6)	5,550
Vehicle Costs		
	Capitalization	18,840
	Fuel	14,172
	Maintenance	4,554
Direct Costs		
	Training	2,436
	Technology	117,922
	Specialized Equipment	16,500
Total		**$916,518**

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
2013*	3,941	1,620	380	514
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

* As of 6/30/13

The Records Unit consists of a Records Supervisor, six Records Technicians and one part-time Records Clerk.

2014 Anticipated Costs – Records Unit

Salary and Benefits		
	Records Supervisor (1)	95,458
	Records Technicians (6)	445,728
	Records Clerk – Part-time (1)	7,210
	Uniforms	3,000
Direct Costs		
	Training	1,500
	Technology	134,768
	Specialized Equipment	8,400
Total		**$696,064**

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 Offender Monitoring Contacts	Tobacco Sales Compliance Audits	Alcohol Sales Compliance Audits
2013*	728	34	62	86
2012	2025	63	120	166
2011	1677	41	90	167
2010	1229	72	116	168
2009	1035	77	57	77
2008	495	59	27	124

* As of 6/30/13

2014 Anticipated Costs – Special Enforcement Team Program

Salary and Benefits		
	Officers (2)	219,786
	Uniforms	1,850
Vehicle Costs		
	Capitalization	6,280
	Fuel	4,724
	Maintenance	1,518
Direct Costs		
	Training	812
	Technology	33,692
Total		**$268,662**

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.

Radar, our current K-9 is cross-trained and certified as a narcotics detection dog. Radar is entering his final year of service with the department and it is anticipated that he will be retiring in 2014.

Due to Radar's retirement, the 2014 proposed budget contains a funding request for a new K-9. It is anticipated that the newly-selected officer/handler will be attending the Saint Paul Police Department's K-9 course during the first quarter of 2014.

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

2014 Anticipated Costs – K-9 Program

Salary and Benefits:	Officer	109,893
	Uniforms	925
Vehicle Costs:	Capitalization	3,140
	Fuel	2,362
	Maintenance	759
Direct Costs:	Food & Course Materials	6,000
	Memberships	80
	Specialized Equipment	500
	Training	12,406
	Technology	16,846
	Veterinary Care	5,000
Total		**$157,911**

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, 2013 by public safety agency and discipline is depicted below:

Agency	Fire	Police
Apple Valley	5	1
Burnsville	4	1
Dakota County Sheriff	N/A	0
Eagan	2	0
Farmington	2	1
Hastings	3	1
Inver Grove Heights	3	0
Lakeville	3	1
Mendota Heights	1	0
Rosemount	4	0
South Metro Fire	4	0
South Saint Paul	N/A	0
West Saint Paul	N/A	0
Total Membership	**31**	**5**

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 2012:

- Burnsville - Hydrogen cyanide levels detected in manufacturing facility.
- Apple Valley - Release of approximately 2,000 gallons of fuel from a pipeline tank farm.
- Eagan - Hazmat consultation with Minnesota Duty Officer.
- Hastings - Release of hazardous gases from a food processing plant.
- Inver Grove Heights - Two responses for anhydrous ammonia leaks.

MN-TF1 Incident Responses during 2012:

- Edina - Trench rescue.
- Bloomington - Mall of America parking ramp collapse.
- Eden Prairie - Building collapse.
- MSP Airport - Heavy equipment accident.

2014 Anticipated Costs – Dakota County Domestic Preparedness Committee (DCDPC) & Dakota County Special Operations Team (SOT)

Salary and Benefits		
	Officer – Training Time (160 Hrs.)*	9,011
	Officer – Overtime	805
Direct Costs		
	Memberships	15,410
Total		**$25,226**

* 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 16 incidents per year. These incidents include barricaded suspects, hostage rescue, crisis negotiation, high risk warrant service, and fugitive apprehensions.

Our department contributes four 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 42 officers from its member agencies and 2 tactical paramedics from Health East.

DCMAAG Team Personnel

Agency	Tactical Officers	Crisis Negotiators	Tactical Paramedics
Apple Valley	5	2	0
Dakota County Sheriff	9	2	0
Farmington	4	1	0
Hastings	2	1	0
Health East	0	0	2
Inver Grove Heights	1	0	0
Lakeville	4	0	0
Mendota Heights	2	0	0
Rosemount	3	0	0
South Saint Paul	3	0	0
West Saint Paul	3	0	0
Total Membership	**36**	**6**	**2**

DCMAAG Team Response Data

Location	2012	2011	2010	2009	2008	2007
Apple Valley	2	1	2	2	3	2
Burnsville	0	0	0	2	0	0
Dakota County	2	0	1	0	2	1
Eagan	1	0	0	2	1	2
Farmington	0	1	0	0	2	1
Hastings	0	3	1	1	1	1
Inver Grove Heights	1	1	0	4	0	2
Lakeville	2	1	0	1	5	5
Mendota Heights	0	1	0	1	0	0
Northfield	1	0	0	0	0	0
Rosemount	1	1	0	0	1	0
South Saint Paul	2	2	2	2	1	3
Washington County	0	1	0	0	0	0
West Saint Paul	4	1	1	2	5	1
Woodbury	1	0	0	0	0	0
Total Responses	**17**	**13**	**7**	**17**	**21**	**18**

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.

2014 Anticipated Costs – DCMAAG Team

Salary and Benefits		
	Tactical Negotiator - Training Time*	13,954
	Tactical Negotiator - Overtime	0
	Tactical Officer - Training Time*	46,443
	Tactical Officer - Overtime	5,065
	Uniforms	1,000
Direct Costs		
	Ammunition & Supplies	6,000
	Memberships	8,300
	Training	3,000
Total		**$83,762**

*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 3,000 individuals directly involved in the illegal manufacture, distribution, or possession of drugs such as cocaine, marijuana, methamphetamine, and ecstasy.

DCDTF Activity

Incident Type	2012	2011	2010	2009	2008
Arrests	737	706	591	710	686
Search Warrants Executed	207	226	161	185	139
Cash Seizures	$315,697	$318,023	$295,125	$454,774	$142,380
Vehicles Seized	13	22	23	34	13
Firearms Seized	85	54	21	38	20
Amphetamine	239	367	19	28	5
Cocaine (pounds)	2.44	.49	1.17	1.55	6.67
Ecstasy (doses)	503	340	525	1,573	152,738
Heroin (grams)	445.49	21.52	39	553	200
Methamphetamine (pounds)	8.29	25.20	2.87	2.18	16.54
Marijuana (pounds)	302.16	656.27	118.7	242.1	191.9
Marijuana Plants	1,492	831	1,776	976	812
Oxycodone/Oxycontin (doses)	132.5	195.5	34	152	179

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 12 pounds of cocaine, 1,259 grams of heroin, 1,511 pounds of marijuana, 55 pounds of methamphetamine, and 185,679 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

2014 Anticipated Costs – Dakota County Drug Task Force

Salary and Benefits:	Detective (1)	114,137
	Over-time Pay (Average)	8,630
	Uniforms	925
Vehicle Costs:	Lease	3,700
	Fuel	2,362
	Maintenance	759
Direct Costs:	Training	752
	Technology	16,846
Total		**$148,111**

Neighborhood Collaboration Officer Program (NCOP)
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 101 organized neighborhood watch groups
- Monitoring 1,100 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.

2014 Anticipated Costs – Neighborhood Collaboration Officer Program (NCOP)

Salary and Benefits		
	Sergeant	131,964
	Retail Crime Officer	112,893
	Multi-Housing Officer	109,893
	Crime Prevention Specialist	93,493
	Uniforms	2,775
Vehicle Costs		
	Capitalization	9,420
	Fuel	7,086
	Maintenance	2,277
Direct Costs		
	Crime Prevention Meeting Supplies	1,600
	Crime Prevention Promotional Materials	8,950
	Memberships	310
	Training	1,624
	Technology	67,384
Total		**$549,669**

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 2,924; one SRO at Apple Valley High School with a student enrollment of 1,777; and one SRO at Eastview High School with a student enrollment of 2,242. The three SROs have the potential of interacting with over 6,943 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
2012 - 2013	267	339	313
2011 - 2012	223	247	228
2010 - 2011	279	315	220
2009 - 2010	391	358	262
2008 - 2009	353	366	236

2014 Anticipated Costs – School Resource Officer Program

Salary and Benefits		
	Officers (3)	348,228
	Uniforms	2,775
Vehicle Costs		
	Capitalization	9,420
	Fuel	7,086
	Maintenance	2,277
Direct Costs		
	Training	1,218
	Technology	50,538
Revenue		
	ISD 196 Reimbursement	(152,177)
Total		**$269,365**

City of Apple Valley
Budget Summary
2014 Budget
POLICE

Object Account	2011 Actual	2012 Council Adopted Amended Budget	2012 Actual	2013 Council Adopted Original Budget	06/30/13 YTD Actual	2014 Dept Proposed	2014 Admin Recomm
6110 - SALARY-REGULAR EMPLOYEES	4,298,788	4,343,042	4,265,213	4,622,276	2,246,477	4,502,629	4,502,629
6111 - SALARY PART-TIME	53,837	36,809	39,815	36,805	17,846	24,495	24,495
6112 - SALARY-SEASONAL TEMP	0	5,380	0	5,380	0	0	0
6113 - OVERTIME-REGULAR EMPLOYEES	226,153	180,000	261,955	180,000	143,693	180,000	180,000
6114 - OVERTIME PART-TIME EMPLOYEES	835	0	610	0	151	0	0
6117 - HOLIDAY PAY	114,867	0	121,665	0	35,040	250,563	250,563
6121 - INSURANCE CASH BENEFIT	16,276	0	21,109	0	11,786	0	0
6122 - COMP REQUEST	-118,726	0	-112,598	0	-58,233	0	0
6123 - SALARY-OTHER		79,699		98,391		108,687	107,958
6105 - SALARIES AND WAGES	**4,592,031**	**4,644,930**	**4,597,768**	**4,942,852**	**2,396,760**	**5,066,374**	**5,065,645**
6138 - MEDICARE	59,385	63,953	62,293	65,760	32,053	73,540	70,864
6139 - FICA	33,266	64,197	34,702	45,896	17,112	41,777	34,616
6141 - PENSIONS-PERA	603,266	620,435	620,073	623,032	319,724	716,151	730,530
6142 - WORKERS COMPENSATION	117,380	114,747	117,759	118,800	61,461	129,232	129,211
6144 - LONG-TERM DISABILITY INSURANCE	12,115	12,885	12,002	13,231	6,365	14,097	14,097
6145 - MEDICAL INSURANCE	538,935	711,360	517,883	723,840	335,172	732,000	722,400
6146 - DENTAL INSURANCE	41,984	0	45,528	0	23,808	0	0
6147 - LIFE INSURANCE-BASIC	640	0	619	0	314	0	0
6148 - LIFE INSURANCE-SUPP/DEPEND	16,937	0	19,554	0	9,778	0	0
6125 - EMPLOYEE BENEFITS	**1,423,909**	**1,587,577**	**1,430,413**	**1,590,559**	**805,787**	**1,706,797**	**1,701,718**
6100 - TOTAL PERSONNEL SERVICES	**6,015,940**	**6,232,507**	**6,028,181**	**6,533,411**	**3,202,547**	**6,773,171**	**6,767,363**
6210 - OFFICE SUPPLIES	5,924	12,300	7,179	9,300	3,638	9,300	8,300
6211 - SMALL TOOLS & EQUIPMENT	13,108	87,135	71,784	53,775	26,197	31,220	29,220
6212 - MOTOR FUELS/OILS	131,492	138,700	126,257	142,716	59,035	146,200	141,200
6215 - EQUIPMENT-PARTS	20,754	31,405	23,601	22,750	4,248	20,000	20,000
6216 - VEHICLES-TIRES/BATTERIES	13,602	12,000	12,156	15,000	303	14,000	14,000
6229 - GENERAL SUPPLIES	36,150	43,850	41,084	43,800	22,581	51,100	49,600
6205 - SUPPLIES	**221,030**	**325,390**	**282,061**	**287,341**	**116,002**	**271,820**	**262,320**
6235 - CONSULTANT SERVICES	14,616	14,500	15,636	22,800	2,522	12,500	12,500
6237 - TELEPHONE/PAGERS	25,949	34,200	29,815	37,200	14,863	36,370	31,370
6238 - POSTAGE/UPS/FEDEX	297	300	89	400	39	400	400
6239 - PRINTING	6,643	8,200	5,177	7,000	1,350	7,950	6,950
6240 - CLEANING SERVICE/GARBAGE	833	1,400	909	1,400	488	1,000	1,000
6249 - OTHER CONTRACTUAL SERVICES	1,020,113	909,106	912,013	862,593	480,495	844,694	834,694
6230 - CONTRACTUAL SERVICES	**1,068,452**	**967,706**	**963,638**	**931,393**	**499,758**	**902,914**	**886,914**
6255 - UTILITIES-ELECTRIC	490	800	542	500	633	250	250
6250 - UTILITIES	**490**	**800**	**542**	**500**	**633**	**250**	**250**
6265 - REPAIRS-EQUIPMENT	57,601	77,410	70,392	62,400	18,357	39,915	37,400
6260 - REPAIRS AND MAINTENA	**57,601**	**77,410**	**70,392**	**62,400**	**18,357**	**39,915**	**37,400**
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	16,617	39,775	17,997	21,575	18,644	46,300	46,300
6276 - SCHOOLS/CONFERENCES/EXP OTHER	4,363	7,560	9,666	7,560	5,464	6,600	6,600
6277 - MILEAGE/AUTO ALLOWANCE	62	0	0	0	0	0	0
6278 - SUBSISTENCE ALLOWANCE	0	0	0	0	12	0	0
6279 - EDUCATION ASSISTANCE	16,635	11,000	9,645	4,000	509	0	0
6280 - DUES & SUBSCRIPTIONS	29,238	41,261	29,936	38,605	13,777	39,592	39,592
6281 - UNIFORM/CLOTHING ALLOWANCE	52,407	49,500	45,231	67,775	56,552	78,725	70,725
6270 - TRAINING/TRAVEL/DUES	**119,322**	**149,096**	**112,475**	**139,515**	**94,958**	**171,217**	**163,217**
6200 - TOTAL OPERATING COSTS	**1,466,895**	**1,520,402**	**1,429,107**	**1,421,149**	**729,708**	**1,386,116**	**1,350,101**
6310 - RENTAL EXPENSE	54,725	61,220	63,594	62,375	8,497	60,818	60,818
6321 - CASH OVER/SHORT	7	0	24	0	-129	0	0
6333 - GENERAL-CASH DISCOUNTS	-106	0	-107	0	-60	0	0
6399 - OTHER CHARGES	7,243	8,600	6,213	12,600	-1,517	12,600	12,600
6301 - OTHER EXPENDITURES	**61,869**	**69,820**	**69,723**	**74,975**	**6,791**	**73,418**	**73,418**
6300 - TOTAL OTHER EXPENDITURES	**61,869**	**69,820**	**69,723**	**74,975**	**6,791**	**73,418**	**73,418**
6730 - CAPITAL OUTLAY-TRANSPORTATION	97,100	205,000	203,662	166,000	1,586	0	0
6740 - CAPITAL OUTLAY-MACH/EQ/OTHER	0	0	0	34,000	0	21,200	0
6745 - VERF CHARGES						175,600	175,600
6701 - TOTAL CAPITAL OUTLAY	**97,100**	**205,000**	**203,662**	**200,000**	**1,586**	**196,800**	**175,600**
6001 - EXPENDITURES	**7,641,803**	**8,027,729**	**7,730,674**	**8,229,535**	**3,940,632**	**8,429,505**	**8,366,482**

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 20: POLICE - 1200

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
	REVENUES:						
4250	Accident reports	1,000	1,000	1,000	500	1,000	1,000
4259	Other Public Safety fees	20,000	20,000	10,000		10,000	10,000
4259	Drug Task Force	14,000	-	-	-	-	-
4259	ISD 196 Fees (SRO program)	147,700	149,179	150,670	150,670	152,176	152,176
4259	Post Board Training Reimbursement	19,000	-	-		-	-
5345	Police Special Detail (extra duty)	-	-	40,000	50,000	50,000	50,000
4140	State Aid - Police PERA aid	330,000	330,000	330,000	310,000	330,000	330,000
4150	Grants, Dakota County Traffic Safety (Safe & S	-	-	8,000	17,000	18,000	18,000
	USDOJ and MN Ballastic Vest Reimbursement					7,700	7,700
	TOTAL REVENUES	531,700	500,179	539,670	528,170	568,876	568,876
	SALARIES						
6110	Regular Employees	3,873,131	3,929,541	4,172,673	4,172,673	4,502,629	4,502,629
	Holiday/Invest Stipend/Master Pat	447,783	413,501	449,603	449,603	250,563	250,563
6111	Salary-Part-time	31,639	36,809	36,805	36,805	24,495	24,495
6112	Salary-Seasonal Temp	5,380	5,380	5,380	-	-	-
6113	Overtime - Regular	180,000	180,000	180,000	180,000	180,000	180,000
6123	Salaries - Other	49,995	79,699	98,391	98,391	108,687	107,958
6138	Medicare	62,993	63,953	65,760	65,760	73,540	70,864
6139	FICA	62,955	64,197	45,896	45,896	41,777	34,616
6141	Pension - PERA	613,298	620,435	623,032	623,032	716,151	730,530
6142	Work Comp Ins	114,090	114,747	118,800	118,800	129,232	129,211
6144	Long-term Disability Insurance	12,737	12,885	13,231	13,231	14,097	14,097
6145	Hospital & Life Insurance	711,360	711,360	723,840	723,840	732,000	722,400
	Total	6,165,361	6,232,507	6,533,411	6,528,031	6,773,171	6,767,363
6210	**OFFICE SUPPLIES**						
	Paper & Supplies	11,000	10,500	7,500	7,500	7,500	7,000
	Ticket Writer Paper	1,800	1,800	1,800	1,800	1,800	1,300
	Total	12,800	12,300	9,300	9,300	9,300	8,300
6211	**SMALL TOOL & EQUIPMENT**						
	AED Units		2,200	2,200	2,200	2,200	2,200
	Chemical Aerosol Replacement	1,000	1,000	1,000	1,000	1,000	1,000
	Citation Printers and Mounts		850	-	-	-	-
	Clerical Headset Replacements	400	250	250	250	250	250
	Data Master Mouthpieces	500	500	500	500	500	500
	Equipment Counsoles		1,875	1,000	-	-	-
	Evidence Bar Code Scanner		500	500	-	-	-
	Fire Extinguishers/Car Door Openers	500	500	500	2,800	2,800	2,800
	Forensic Computer Supplies	1,000	750	750	750	750	750
	In Car Video Systems		11,600		-	-	-
	Investigation Supplies	6,500	6,500	6,500	6,500	6,500	6,500
	K-9 Equipment	500	500	500	500	500	500
	Light Bars and Control Heads		4,000	10,000	-	-	-
	Mobile Computer Docking Stations		23,000		-	-	-
	Mobile Computers		8,200		-	-	-
	Patrol Supplies	2,750	2,750	3,000	3,000	3,000	3,000
	Portable Breath Testers	1,425	1,425	1,425	2,120	2,120	2,120
	Prisoner Transport Seats		2,500	3,600	3,600	-	-
	Push Bumpers		1,250	1,000	1,000	-	-
	Radar Units		6,000	8,000	8,000	8,000	8,000
	Side Vehicle Lighting Systems		1,750	1,000	1,000	-	-
	Siren Speakers		1,250	1,250	1,250	-	-
	Tasers	1,735	1,735	3,000	3,000	3,600	3,600
	Trunk Equipment Mounting Trays		1,500	1,500	1,500	-	-
	Vehicle Partitions		3,000	4,800	4,800	-	-
	Weapon Mounting Systems	-	1,750	1,500	1,500	-	-
	Sales Tax Savings						(2,000)
	Total	16,310	87,135	53,775	45,270	31,220	29,220
6212	**MOTOR FUELS/OILS**						
	Gas	123,750	136,700	140,616	140,000	143,800	138,800
	Oil	4,500	2,000	2,100	2,400	2,400	2,400
	Total	128,250	138,700	142,716	142,400	146,200	141,200

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 20: POLICE - 1200

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
6214	**CHEMICALS**						
	Total	-	-	-			
6215	**EQUIPMENT - PARTS**						
	Batteries (Laptop, AA, AAA, C, D)	8,500	6,000	6,000	6,000	4,000	4,000
	Bike Parts				750	750	750
	Gun Parts Replacement	500	500	500	500	1,000	1,000
	Patrol/Inv/Admin Vehicles	16,000	16,000	16,000	14,000	14,000	14,000
	Squad License Plates	250	250	250	250	250	250
	Total	25,250	22,750	22,750	21,500	20,000	20,000
6216	**EQUIPMENT - TIRES/BATTERIES**						
	Patrol/Inv/Admin Vehicles	13,000	12,000	15,000	15,000	14,000	14,000
	Total	13,000	12,000	15,000	15,000	14,000	14,000
6229	**GENERAL SUPPLIES**						
	12 Gauge Less Lethal Ammo	800	800	800	1,000	1,000	1,000
	Ammunition	15,600	15,600	17,000	17,000	17,000	17,000
	Canine Supplies & Food	450	450	2,450	2,450	6,000	6,000
	Cell Phone Batteries/Supplies	350	350	350	350	350	350
	Coffee / Water / Meeting Supplies	2,750	2,750	2,750	2,750	2,750	2,750
	Crime Prevention Meeting Supplies	400	400	400	1,600	1,600	1,600
	Crime Prevention Promotional Materials	5,700	5,700	7,000	7,000	7,000	7,000
	Detention Supplies	500	500	500	500	500	500
	First Aid Supplies	1,000	4,000	4,000	4,000	3,000	3,000
	Flares	250	250	500	250	250	250
	Flex Cuffs	100	100	100	100	100	100
	Hearing Protectors	100	100	100	100	100	100
6229	**GENERAL SUPPLIES CONT.**						
	MAAG Supplies	6,600	6,600	6,600	6,600	6,600	6,600
	Narcotic Field Testing Kits	450	450	450	450	450	450
	Photo Supplies	500	150	150	-	-	-
	Shooting Glasses	150	150	150	150	150	150
	Targets/Gun Cleaning Materials	750	1,000	1,000	1,000	1,000	1,000
	Taser Cartridges/Batteries	4,500	4,500	4,500	4,500	3,250	3,250
	Overall reduction to history	-	-	(5,000)			
	Sales Tax Savings						(1,500)
	Total	40,950	43,850	43,800	49,800	51,100	49,600
6235	**CONSULTANT SERVICES**						
	Canine Vet Services	3,000	3,000	5,000	5,000	5,000	5,000
	Computer Consulting Services	1,000	1,000	1,000	-	-	-
	Mantoux & Hepatitis Test & Inoculations	500	500	500	500	500	500
	Master Patrol Fitness Testing	13,300	10,000	13,000	-	-	-
	Pre-employment Medicals & Psychologicals			3,300	6,500	7,000	7,000
	Total	17,800	14,500	22,800	12,000	12,500	12,500
6237	**TELEPHONE/PAGERS**						
	Cellular Phone Services	18,000	15,000	18,000	18,000	18,600	13,600
	Cellular Phone Service - Drug Task Force					720	720
	Frontier Phone Lines	400	250	250	250	250	250
	Verizon LTE 4G Wireless Services	15,996	17,000	17,000	15,000	15,000	15,000
	Telephone Language Translation Service	1,950	1,950	1,950	1,800	1,800	1,800
	Total	36,346	34,200	37,200	35,050	36,370	31,370
6238	**POSTAGE/UPS/FEDEX**						
	UPS Expense	300	300	400	400	400	400
	Total	300	300	400	400	400	400
6239	**PRINTING/PUBLISHING**						
	Annual Report	500	500	500	500	500	500
	Business Cards	700	700	1,500	2,000	2,000	1,500
	Crime Prevention Materials	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
	Forms/Stationery/Envelopes	6,500	3,000	2,000	1,500	1,500	1,000
	Misc Printing	2,000	2,000	1,000	1,000	1,000	1,000
	Night to Unite Yard Signs					950	950
	Total	11,700	8,200	7,000	7,000	7,950	6,950
6240	**C. SERVICE/GARBAGE REMOVAL**						
	Blanket Cleaning	500	500	500	-	-	-
	Shredding Service	900	900	900	1,000	1,000	1,000
	Total	1,400	1,400	1,400	1,000	1,000	1,000

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 20: POLICE - 1200

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
6249	**OTHER CONTRACTUAL SERVICES**						
	DCC Debt Service	150,015	149,615	109,153	109,153	-	-
	911 fund balance applied equally over next 5 years t	(66,400)	(66,400)	(66,400)	(66,400)	(66,400)	(76,400)
	DCC Fees (General & Capital Projects)	862,302	821,421	814,140	814,140	903,394	903,394
	DCC REBATE credit applied 2010 to 2012	(71,922)	(71,922)	-	-	-	-
	Background Investigation Fees	1,850	1,850	2,000	4,000	4,000	4,000
	Consolidated Lead Evaluation and Reporting	1,020	1,020	1,100	1,200	1,200	1,200
	Evidentiary Impound & Tow Fees	1,500	1,500	2,500	2,500	2,500	2,500
	Film Processing	100	100	100	-	-	-
	Total	878,465	837,184	862,593	864,593	844,694	834,694
6255	**UTILITIES - ELECTRIC**						
	Dakota Electric and Excel Energy	2,800	800	900	1,000	550	550
	Reimbursement from Eagan PD for Range			(400)	(450)	(300)	(300)
	Total	2,800	800	500	550	250	250
6265	**REPAIRS - EQUIPMENT**						
	***** = Service Contract**						
	*** Booking Photo Imaging Maintenance	3,060	3,215	3,250	500	500	500
	*** Digital Dictation	4,800	4,800	4,800	4,800	5,050	5,050
	*** Konica Copiers Maintenance	1,650	1,650	1,650	1,650	1,650	1,650
	*** L-3 Digital ICV Server Maintenance	2,790	2,790	4,200	3,840	4,200	4,200
	*** Motorola Radio Extended Warranty	4,050	4,175	4,300	4,100	4,215	4,215
	*** Quetel Software Maintenance	-				3,000	3,000
	*** Ricoh Copier Maintenance	300	300	300	300	300	300
	AED Maintenance/Repairs/Pads	4,500	4,500	4,500	3,000	3,000	3,000
	Bike Service	500	350	500	-	-	-
	Car Washes	4,300	4,000	4,000	4,000	4,000	4,000
	L-3 Digital ICV Repairs		4,000	4,200	4,200	4,500	4,500
	LOGIS Mobiles Support Maintenance	23,737	24,077	24,261	24,261	25,049	25,049
	LOGIS Support is included in Data Processing	(23,737)	(24,077)	(24,261)	(24,261)	(25,049)	(25,049)
	LOGIS RMS Support Maintenance	62,580	62,548	66,116	66,116	67,496	67,496
	LOGIS RMS is included in Data Processing	(62,580)	(62,548)	(66,116)	(66,116)	(67,496)	(67,496)
	Misc. Small Equipment Repairs	1,000	1,000	1,000	1,000	1,000	1,000
	Radar Recertifications	1,200	1,200	-	-	1,500	1,500
	Radio Repairs	1,500	1,000	1,000	500	1,000	1,000
	Squad Car - Not in House	7,500	7,500	7,500	6,000	6,000	6,000
	Squad Graphics - Repair	1,200	2,400	3,200	-	-	-
	Vehicle Refitting	14,700	18,500	18,000	18,000	-	-
	Sales Tax Savings						(2,515)
	Total	53,050	61,380	62,400	51,890	39,915	37,400
6275	**SCHOOL/CONF/EXP - LOCAL**						
	Canine Training School	1,750	1,750	1,750	1,750	12,000	12,000
	Canine Training School-Out of 2013 savings						
	Chaplains Training	500	500	500	500	500	500
	Child Safety Seat	200	200	200	100		
	Crisis Intervention Training	1,500		800			
	Explorer Training/Meeting Expense	100	100	100	100	100	100
	IACP Conference					3,300	3,300
	Meal Expense Reimbursement Training/Court	2,600	2,600	2,600	2,600	2,600	2,600
	MILO Training - SCALE Facility		2,500	2,500	2,100		
	MN Chiefs of Police Executive Training Institut	1,900	1,900	1,900	1,900	1,900	1,900
	Municipals	700	700	700	700		
	Program Sharing Conference	525	525	525			
	Rotary Meetings	500	500	500	500	500	500
	Specialty Schools	8,000	8,000	8,000	8,000		
	Specialized Training - Crime Prevention/NCOP					1,000	1,000
	Specialized Training - Detectives					3,000	3,000
	Specialized Training - Firearm Instructors					1,000	1,000
	Specialized Training - Patrol Officers					6,000	6,000
	Specialized Training - Records Unit					1,500	1,500
	Specialized Training - Supervisors					3,000	3,000
	Specialized Training - SRO					900	900
	Specialized Training - Use of Force Instructors					1,000	1,000
	Staff Development Training	1,500	1,500	1,500	1,500		

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 20: POLICE - 1200

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
6275	**SCHOOL/CONF/EXP - LOCAL cont.**						
	State Mandated Training	19,890	19,000	19,000	10,000	8,000	8,000
	Overall reduction due to history			(19,000)			
	Total	39,665	39,775	21,575	29,750	46,300	46,300
6276	**SCHOOL/CONF/EXP - OTHER**						
	Can-Am Narcotics Conference	350	350	350	350	350	350
	Crime Prevention Training/CPTED	-	1,000	1,000			
	Juvenile Officers Institute	750	750	750	750	750	750
	K-9 Drug Certification	180	180	180	180		
	MAAG - Annual Training Exercise	1,800	1,800	1,800	1,800	1,800	1,800
	Out State Specialty Training	2,500	2,500	2,500	2,500	2,500	2,500
	Special Operations Training Assn. Conference	980	980	980	1,200	1,200	1,200
	Total	6,560	7,560	7,560	6,780	6,600	6,600
6279	**EDUCATION ASSISTANCE**						
	Tuition Reimbursement.	20,922	11,000	4,000	510	-	-
	Total	20,922	11,000	4,000	510	-	-
6280	**DUES & SUBSCRIPTIONS**						
	Association of Training Officers of MN	200	200	200	200	200	200
	Crime Prevention Officers Association	180	180	180	180	180	180
	Criminal Code/Law Books	300	300	300	50	50	50
	Dakota County Chiefs of Police Association	100	100	500	485	500	500
	DC 800 MHz Access Fee	30,550	29,798	27,280	27,280	26,970	26,970
	Explorer Re-charter	250	250	250	250	250	250
	International Association of Chiefs of Police	500	400	400	400	400	400
	MAAG Dues	3,300	5,000	5,000	5,000	8,300	8,300
	Misc. Books & Publications	2,100	2,000	2,000	500	500	500
	MN Chiefs of Police Association	425	425	425	425	402	402
	MN Law Enforcement Explorers Association	60	60	60	60	60	60
	MN Multi-Housing Assn. Coalition	128	128	130	130	130	130
	National FBI Academy Association	150	150	100	100	100	100
	Police License Renewals ($90 each)	990	2,070	1,440	1,440	1,170	1,170
	Rotary Dues	200	200	200	200	200	200
	Tri-County Investigators Association	100	100	100	100	100	100
	U.S. Police Canine Association	180	40	40	80	80	80
	Total	39,713	41,401	38,605	36,880	39,592	39,592
6281	**UNIFORM/CLOTHING ALLOWANCE**						
	Awards/Plaques/Commendation Medals	1,000	1,000	2,000	3,000	3,000	3,000
	Bike Uniforms	500	500	500	1,000	1,000	1,000
	Chaplain/Volunteer Program Clothing	500	500	500	500	500	500
	MAAG	1,000	1,000	1,000	1,000	1,000	1,000
	Patches/Badges	1,000	1,200	2,000	3,000	3,000	3,000
	Records Personnel Uniforms	2,800	2,800	2,800	3,000	3,000	3,000
	Replacement Ballastic Vests	2,100	Grant Funded	11,000	8,800	7,700	7,700
	Sworn Officers	40,800	42,000	47,475	47,475	49,025	49,025
	Sworn Officers New Hires					10,000	2,000
	Uniforms & Badges, Explorer Program	500	500	500	500	500	500
	Total	50,200	49,500	67,775	68,275	78,725	70,725
6310	**RENTAL EXPENSE**						
	CJDN Connection Fees-BCA Desktop Query	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
	CJDN Connection Fees-BCA Submission	1,200	1,200	1,200	1,200	1,200	1,200
	CJIIN	32,620	38,000	38,850	37,193	37,193	37,193
	Konica Minolta Copier Leases	7,750	8,025	8,025	8,025	8,025	8,025
	Vehicle Lease (Drug Task Force)	3,195	3,195	3,500	3,600	3,600	3,600
	Total	55,565	61,220	62,375	60,818	60,818	60,818
6399	**OTHER CHARGES**						
	Blood Tests	6,600	4,000	3,000	3,000	3,000	3,000
	Outdoor Range Maintenance/Repairs	3,000	3,000	8,000	8,000	8,000	8,000
	Scale Calibration Maintenance	400	500	500	500	500	500
	Subpoena Fees	250	1,100	1,100	1,100	1,100	1,100
	Total	10,250	8,600	12,600	12,600	12,600	12,600

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 20: POLICE - 1200

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
6730	**CAPITAL OUTLAY - VEHICLES**						
	Pickup truck 4 wheel drive (CSO)	25,000					
	Sedans (Admin.)		42,000	54,000	50,518		
	Squad Cars	78,000	140,000	112,000	107,344		
	Van (Detectives)		23,000				
	Total	103,000	205,000	166,000	157,862	-	-
6740	**CAPITAL OUTLAY - OTHER ITEMS**						
	AR-15 Squad Rifle Replacements					23,000	23,000
	(Trade in Value)					(1,800)	(1,800)
	Out of 12013 Savings						(21,200)
	Briefing room chairs			3,300	3,300		
	Cabinet Door Replacement Project			9,500	9,500		
	Desk Chairs - 3			1,200	1,200		
	Evidence Inventory & Control Software			20,000	21,500		
	Total	-	-	34,000	35,500	21,200	-
6745	**VEHICLE REPLACEMENT**						
	VERF-Vehicle Replacement Charges					175,600	175,600
	Total	-	-	-	-	175,600	175,600
	Total Net of Personnel	1,564,296	1,698,755	1,696,124	1,664,728	1,656,334	1,599,119
	TOTAL EXPENSES	$ 7,729,657	$ 7,931,262	$ 8,229,535	$ 8,192,759	$ 8,429,505	$ 8,366,482
	TOTAL REVENUES (from Above) :	$ 531,700	$ 500,179	$ 539,670	$ 528,170	$ 568,876	$ 568,876
	NET ADDITION TO (USE OF) GENERAL RE\	$ (7,197,957)	$ (7,431,083)	$ (7,689,865)	$ (7,664,589)	$ (7,860,629)	$ (7,797,606)

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 2014

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 will also participate in at least one full scale training exercise sponsored by the Domestic Preparedness Committee.

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Actual 2010	Actual 2011	Actual 2012	Actual 2013	Proposed 2014
Number of Warning Sirens	9	9	9	9	9

Summary Budget
Department 21 Civil Defense

	2010 Actual	2011 Adopted	2011 Actual	2012 Adopted	2012 Actual	2013 Adopted	2014 Proposed
Revenue:							
Expenditures:							
Supplies	810	9,000	810	3,000	1,007	3,000	2,000
Contractual Serv.	8,465	8,570	8,465	10,884	10,888	12,946	15,410
Utilities	589	650	589	650	589	650	650
Repairs & Maint.	-	6,000	-	3,000	566	3,000	3,000
Training/Travel/Dues	-	500	-	492	-	500	500
Capital outlay	-	22,500	-	-	-	-	-
Total Exp	9,864	47,220	9,864	18,026	13,050	20,096	21,560
Net addition to (use of) general revenues	(9,864)	(47,220)	(9,864)	(18,026)	(13,050)	(20,096)	(21,560)

14 CAPITAL OUTLAY

None

City of Apple Valley
Budget Summary
2014 Budget
CIVIL DEFENSE

Object Account	2011 Actual	2012 Council Adopted Amended Budget	2012 Actual	2013 Council Adopted Original Budget	06/30/13 YTD Actual	2014 Dept Proposed	2014 Admin Recomm
6105 - SALARIES AND WAGES		0		0		0	0
6100 - TOTAL PERSONNEL SERVICES		0		0		0	0
6211 - SMALL TOOLS & EQUIPMENT	43	3,000	88	3,000	170	3,000	2,000
6215 - EQUIPMENT-PARTS	608		596		0		
6216 - VEHICLES-TIRES/BATTERIES					0		
6229 - GENERAL SUPPLIES	0		323		0		
6205 - SUPPLIES	650	3,000	1,007	3,000	170	3,000	2,000
6238 - POSTAGE/UPS/FEDEX	11		0		0		
6249 - OTHER CONTRACTUAL SERVICES	8,465	10,888	10,888	12,946	12,946	15,410	15,410
6230 - CONTRACTUAL SERVICES	8,476	10,888	10,888	12,946	12,946	15,410	15,410
6255 - UTILITIES-ELECTRIC	589	650	589	650	245	650	650
6250 - UTILITIES	589	650	589	650	245	650	650
6265 - REPAIRS-EQUIPMENT	287	3,000	566	3,000	0	4,000	3,000
6260 - REPAIRS AND MAINTENA	287	3,000	566	3,000	0	4,000	3,000
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	77	400	0	400	0	400	400
6280 - DUES & SUBSCRIPTIONS	0	100	0	100	0	100	100
6270 - TRAINING/TRAVEL/DUES	77	500	0	500	0	500	500
6200 - TOTAL OPERATING COSTS	10,079	18,038	13,049	20,096	13,361	23,560	21,560
6301 - OTHER EXPENDITURES	0		0		0		
6300 - TOTAL OTHER EXPENDITURES	0		0		0		
6740 - CAPITAL OUTLAY-MACH/EQ/OTHER	10,968	0	0	0	0	0	0
6700 - TOTAL CAPITAL OUTLAY	10,968	0	0	0	0	0	0
6001 - EXPENDITURES	21,047	18,038	13,049	20,096	13,361	23,560	21,560

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 21: CIVIL DEFENSE - 1290

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
6211	**SMALL TOOL & EQUIPMENT**						
	Siren Maint Supplies	2,000	2,000	2,000	2,000	2,000	1,000
	Avian Flu Supplies	5,000	1,000	1,000	1,000	1,000	1,000
	Total	7,000	3,000	3,000	3,000	3,000	2,000
6249	**OTHER CONTRACTUAL SERVICES**						
	DCDPC Annual Dues	8,570	10,888	12,946	12,946	15,410	15,410
	Total	8,570	10,888	12,946	12,946	15,410	15,410
6255	**UTILITIES - ELECTRIC**						
	Dakota Electric - Excel Energy	650	650	650	650	650	650
	Total	650	650	650	650	650	650
6265	**REPAIRS - EQUIPMENT**						
	Routine Maintenance	3,000	3,000	3,000	4,000	4,000	3,000
	Total	3,000	3,000	3,000	4,000	4,000	3,000
6275	**SCHOOL/CONF/EXP - LOCAL**						
	Exercise Expenses	400	400	400	400	400	400
	Total	400	400	400	400	400	400
6276	**SCHOOL/CONF/EXP - OTHER**						
	Total	-	-	-	-	-	-
6280	**DUES & SUBSCRIPTIONS**						
	AMEM	100	100	100	100	100	100
	Total	100	100	100	100	100	100
6740	**CAPITAL OUTLAY - OTHER ITEMS**						
	Siren Radio Replacement	22,500	-				
	Total	22,500	-	-	-	-	-
	Total Net of Personnel	42,220	18,038	20,096	21,096	23,560	21,560
	TOTAL EXPENSES	$ 42,220	$ 18,038	$ 20,096	$ 21,096	$ 23,560	$ 21,560

Apple Valley

Notes:

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

DESCRIPTION OF ACTIVITY

Community Service Officer

The 6 part-time community service officers are responsible for animal control. They respond to calls of injured and stray animals as well as keeping records of lost dogs. They are also responsible for dog bite quarantine follow up and tracking potentially dangerous dogs. An agreement exists between the City and Palomino Pet Hospital for the boarding of stray dogs. The Records Unit sells dog licenses which are required by ordinance. The licenses are issued for a two year period. In 2011, 467 licenses were sold. In 2012, 599 licenses were sold as of June 30th, 2013 we have sold 340 licenses.

MAJOR OBJECTIVES FOR 2014

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Actual 2010	Actual 2011	Actual 2012	Projected 2013	Projected 2014
Number of Animal Licenses Sold	547	467	599	550	500

	Regular Status Personnel Schedule –FTE's				
Position Title	Adopted 2010	Adopted 2011	Adopted 2012	Adopted 2013	Proposed 2014
CSO	3.5	2.8	2.8	2.8	3.5

	Temporary Status Personnel Schedule – Hours (Part Time)				
Position Title	Adopted 2010	Adopted 2011	Adopted 2012	Adopted 2013	Proposed 2014
CSO (Additional time)	-	1356	1381	1381	-

Summary Budget Department 22 Comm Serv Offic (CSO)							
	2010 Actual	2011 Adopted	2011 Actual	2012 Adopted	2012 Actual	2013 Adopted	2014 Proposed
Revenue:							
FEES-Animal Pickup	6,631	5,000	7,122	6,000	4,763	7,000	7,000
LICENSE-Dog (pub.safety)	5,075	7,000	4,596	5,000	5,828	5,000	5,000
	11,706	12,000	11,718	11,000	10,591	12,000	12,000
Expenditures:							
Salaries & Wages	71,944	96,257	30,319	93,422	47,899	97,898	97,716
Emp. Benefits	9,354	16,486	4,971	15,250	6,962	15,692	17,373
Supplies	6,132	13,550	6,136	13,550	6,960	12,550	6,825
Contractual Serv.	7,650	10,500	9,997	8,500	7,997	8,500	7,950
Repairs & Maint.	-	-	275	-	-	-	
Training/Travel/Dues	-	2,500	1,877	2,500	504	2,500	2,500
Other Exp.	50	-	-	-	-	-	
Capital outlay	-	-	-	-	-	-	
	95,130	139,293	53,575	133,222	70,321	137,140	132,364
Net addition to (use of) general revenues	95,130	139,293	53,575	133,222	70,321	137,140	132,364

2014 CAPITAL OUTLAY

None

City of Apple Valley
Budget Summary
2014 Budget
COMM SERV OFFIC (CSO)

Object Account	2011 Actual	2012 Council Adopted Amended Budget	2012 Actual	2013 Council Adopted Original Budget	06/30/13 YTD Actual	2014 Dept Proposed	2014 Admin Recomm
6110 - SALARY-REGULAR EMPLOYEES	147	0	109	0	0	0	0
6111 - SALARY PART-TIME	28,526	71,598	45,403	76,387	30,035	112,192	94,192
6112 - SALARY-SEASONAL TEMP		18,000		18,000		0	0
6114 - OVERTIME PART-TIME EMPLOYEES	1,646		2,387		688		
6123 - SALARY-OTHER		3,824		3,511		3,524	3,524
6105 - SALARIES AND WAGES	30,319	93,422	47,899	97,898	30,723	115,716	97,716
6138 - MEDICARE	438	1,355	693	1,420	445	1,678	1,417
6139 - FICA	1,871	5,792	2,963	6,070	1,905	7,174	6,058
6141 - PENSIONS-PERA	1,807	5,468	1,976	5,793	1,442	7,084	7,084
6142 - WORKERS COMPENSATION	856	2,635	1,330	2,409	878	2,922	2,814
6125 - EMPLOYEE BENEFITS	4,971	15,250	6,962	15,692	4,671	18,858	17,373
6100 - TOTAL PERSONNEL SERVICES	35,291	108,672	54,860	113,590	35,394	134,574	115,089
6211 - SMALL TOOLS & EQUIPMENT	0	500	83	500	307	500	500
6212 - MOTOR FUELS/OILS	6,000	11,250	6,000	10,250	6,540	5,250	5,250
6216 - VEHICLES-TIRES/BATTERIES		1,500	714	1,500	0	750	750
6229 - GENERAL SUPPLIES	136	300	163	300	6	325	325
6205 - SUPPLIES	6,136	13,550	6,960	12,550	6,853	6,825	6,825
6235 - CONSULTANT SERVICES	604		201		177		
6239 - PRINTING		500		500	250	500	500
6249 - OTHER CONTRACTUAL SERVICES	9,393	8,000	7,796	8,000	2,105	2,000	7,450
6230 - CONTRACTUAL SERVICES	9,997	8,500	7,997	8,500	2,532	2,500	7,950
6265 - REPAIRS-EQUIPMENT	275		0		0		
6260 - REPAIRS AND MAINTENA	275		0		0		
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	0	500	0	500	0	500	500
6281 - UNIFORM/CLOTHING ALLOWANCE	1,877	2,000	425	2,000	556	2,000	2,000
6270 - TRAINING/TRAVEL/DUES	1,877	2,500	425	2,500	556	2,500	2,500
6200 - TOTAL OPERATING COSTS	18,285	24,550	15,382	23,550	9,942	11,825	17,275
6301 - OTHER EXPENDITURES	0		0		0		
6300 - TOTAL OTHER EXPENDITURES	0		0		0		
6001 - EXPENDITURES	53,575	133,222	70,242	137,140	45,336	146,399	132,364

DEPT 22: COMM SERV OFFIC (CSO) - 1295

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
6110	**SALARIES**						
6111	Salary - Part-time (6)	76,562	71,598	76,387	94,387	112,192	94,192
6112	Salary-Seasonal Temp	18,000	18,000	18,000			
6123	Salary - Other	1,695	3,639	3,511	3,511	3,524	3,524
6138	Medicare	1,628	1,352	1,420	1,420	1,678	1,417
6139	FICA	6,960	5,781	6,070	6,070	7,174	6,058
6141	PERA	5,178	5,455	5,793	5,793	7,084	7,084
6142	Work Comp	2,720	2,630	2,409	-	2,922	2,814
	Total	112,743	108,455	113,590	111,181	134,574	115,089
6211	**SMALL TOOL & EQUIPMENT**						
	Cages, Traps, Repellent, Gloves	500	500	500	500	500	500
	Total	500	500	500	500	500	500
6212	**MOTOR FUELS/OILS**						
	Gas	11,000	11,000	10,000	5,000	5,000	5,000
	Oil	250	250	250	250	250	250
	Total	11,250	11,250	10,250	5,250	5,250	5,250
6216	**EQUIPMENT - TIRES/BATTERIES**						
	Animal Control Trucks	1,500	1,500	1,500	1,500	750	750
	Total	1,500	1,500	1,500	1,500	750	750
6229	**GENERAL SUPPLIES**						
	Dog Licenses	150	150	150	162	175	175
	Dog Nooses/Misc Supplies	150	150	150	150	150	150
	Total	300	300	300	312	325	325
6239	**PRINTING/PUBLISHING**						
	Printing	500	500	500	500	500	500
	Total	500	500	500	500	500	500
6249	**OTHER CONTRACTUAL SERVICES**						
	Palomino Pet Hospital	8,000	8,000	8,000	8,000	8,000	7,450
	Boarding Fees Recapture Credit				(6,000)	(6,000)	
	Wildlife Trapping Service	2,000	-				
	Total	10,000	8,000	8,000	2,000	2,000	7,450
6275	**SCHOOL/CONF/EXP - LOCAL**						
	Total	500	500	500	-	500	500
6281	**UNIFORM/CLOTHING ALLOWANCE**						
	Community Service Officer Uniforms	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
	Total Net of Personnel	26,550	24,550	23,550	12,062	11,825	17,275
	TOTAL EXPENSES	139,293	133,005	137,140	123,243	146,399	132,364

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, emergency 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 suppression, rescue, emergency medical services, hazardous materials spill 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 members, 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 a goal of meeting nationally recognized standards of these agencies, the Apple Valley Fire Department is able to provide standardized, 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. Frequently scheduled fire inspections of new and existing commercial and multi-family properties provide additional and effective safety.

MAJOR OBJECTIVES FOR 2014

- Complete firefighter recruit academy for seventeen new paid-on-call firefighters.
- Replace two aging Chief Officer Response vehicles.
- Implement Vehicle Replacement Program (Charge) into 2014 budget.

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Actual 2010	Actual 2011	Actual 2012	Projected 2013	Projected 2014
Fire/Rescue/EMS Calls	1,340	1,408	1,417	1,388	1,420
Response Times (minutes)	7.00 avg	6.40 avg	7.00 avg	6.50 avg	6.50 avg
Fire Inspections	828	829	659	775	800
Firefighter Training Hours	6,843	8,621	6,430	7,900	7,999
Fire Safety Education Programs	45	46	49	50	50

Regular Status
Personnel Schedule – FTE's

Position Title	Adopted 2010	Adopted 2011	Adopted 2012	Adopted 2013	Proposed 2014
Fire Chief	1	1	1	1	1
Fire Deputy Chief/Training Officer				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 2010	Adopted 2011	Proposed 2012	Proposed 2013	Proposed 2014
Paid-on-Call Firefighters (74)	27,212	29,868	29,868	31,030	29,600
Clerical Assistant (PT)	(FTE)	(FTE)	910	(incl above)	1,562
Custodian (PT)	1,040	1,040	1,040	1,040	1,040

Summary Budget
Department 23 Fire

	2010 Actual	2011 Adopted	2011 Actual	2012 Adopted	2012 Actual	2013 Adopted	2014 Proposed
Revenues:							
Lease Space-Fire Station 1 Allina	30,550	30,500	30,558	30,500	30,588	30,600	34,368
Grants and Other Revenue	5,000	9,400	9,133	7,129	-	6,000	125,984
	35,550	39,900	39,691	37,629	30,588	36,600	160,352
Expenditures:							
Salaries & Wages	680,460	749,932	723,796	761,621	752,286	785,111	881,299
Employee Benefits	145,068	155,918	176,627	160,998	159,016	166,202	204,288
Supplies & Equipment	126,752	174,302	121,936	125,142	155,949	121,108	99,584
Contractual Services	42,869	96,365	52,087	68,763	64,038	58,705	63,863
Utilities	31,563	41,685	36,746	42,295	32,301	37,593	32,158
Repairs & Maintenance	64,356	57,183	71,218	119,938	83,434	71,250	72,516
Training/Travel/Dues	81,424	121,198	116,561	95,541	90,742	99,147	90,499
Other Expenses	3,346	3,500	3,162	2,500	2,357	2,500	2,500
Vehicle Replacement Charge (VERF)	-	-	-	-	-	-	271,309
Capital Outlay	-	82,000	-	57,640	77,182	135,300	
Total Expenditures	1,175,838	1,482,083	1,302,133	1,434,438	1,417,305	1,476,916	1,718,016
Net addition (use) of general revenues	(1,140,288)	(1,442,183)	(1,262,442)	(1,396,809)	(1,386,717)	(1,440,316)	(1,557,664)

2014 CAPITAL OUTLAY:

Vehicle Replacement (x2) Fire Chief and Deputy Chief (Included in the Vehicle and Equipment Replacement Fund)	$76,500.00

City of Apple Valley
Budget Summary
2014 Budget
FIRE

Object Account	2011 Actual	2012 Council Adopted Amended Budget	2012 Actual	2013 Council Adopted Original Budget	06/30/13 YTD Actual	2014 Dept Proposed	2014 Admin Recomm
6110 - SALARY-REGULAR EMPLOYEES	312,532	305,176	315,479	317,215	155,620	405,561	405,561
6111 - SALARY PART-TIME	406,149	436,625	427,703	451,031	212,457	461,945	461,945
6113 - OVERTIME-REGULAR EMPLOYEES	6,621	1,500	12,060	1,500	3,325	1,500	1,500
6121 - INSURANCE CASH BENEFIT	724		731		405		
6122 - COMP REQUEST	-2,230		-3,687		-389		
6123 - SALARY-OTHER		18,320		15,365		12,293	12,293
6105 - SALARIES AND WAGES	723,796	761,621	752,286	785,111	371,418	881,299	881,299
6138 - MEDICARE	9,458	11,043	10,253	11,173	5,089	13,834	13,834
6139 - FICA	4,831	4,812	5,001	4,934	2,399	3,939	3,939
6141 - PENSIONS-PERA	41,438	42,489	42,774	43,603	20,893	60,298	60,298
6142 - WORKERS COMPENSATION	73,770	51,820	56,847	55,754	6,368	62,605	62,605
6144 - LONG-TERM DISABILITY INSURANCE	885	914	914	938	469	1,212	1,212
6145 - MEDICAL INSURANCE	42,164	49,920	39,420	49,800	27,454	63,000	62,400
6146 - DENTAL INSURANCE	3,789		3,513		1,827		
6147 - LIFE INSURANCE-BASIC	46		46		23		
6148 - LIFE INSURANCE-SUPP/DEPEND	246		246		120		
6125 - EMPLOYEE BENEFITS	176,627	160,998	159,016	166,202	64,642	204,888	204,288
6100 - TOTAL PERSONNEL SERVICES	900,423	922,619	911,302	951,313	436,061	1,086,187	1,085,587
6210 - OFFICE SUPPLIES	1,083	575	133	850	400	550	550
6211 - SMALL TOOLS & EQUIPMENT	21,754	46,245	51,761	29,072	13,506	34,758	34,758
6212 - MOTOR FUELS/OILS	31,115	25,442	32,835	30,580	15,875	31,544	31,544
6214 - CHEMICALS	1,301	3,780	3,688	2,530	0	2,321	2,321
6215 - EQUIPMENT-PARTS	19,691	15,030	23,139	21,827	8,290	19,915	19,915
6216 - VEHICLES-TIRES/BATTERIES	3,429	3,328	3,708	3,349	1,930	3,338	3,338
6229 - GENERAL SUPPLIES	43,564	37,493	40,684	32,900	11,331	42,158	7,158
6205 - SUPPLIES	121,936	131,893	155,949	121,108	51,332	134,584	99,584
6235 - CONSULTANT SERVICES	8,965	18,550	17,253	13,450	950	15,614	15,614
6237 - TELEPHONE/PAGERS	9,056	9,740	8,884	7,950	4,066	7,837	7,837
6238 - POSTAGE/UPS/FEDEX	45	150	333	150	30	189	189
6239 - PRINTING	483	1,075	760	1,075	468	620	620
6240 - CLEANING SERVICE/GARBAGE	1,975	2,281	1,881	1,976	894	1,940	1,940
6242 - FIRE ALARM PLAN REVIEWS	475	625	150	525	300	413	413
6249 - OTHER CONTRACTUAL SERVICES	31,089	61,342	34,777	33,579	9,911	37,250	37,250
6230 - CONTRACTUAL SERVICES	52,087	93,763	64,038	58,705	16,619	63,863	63,863
6255 - UTILITIES-ELECTRIC	20,156	20,790	20,890	20,359	8,270	19,113	19,113
6256 - UTILITIES-NATURAL GAS	13,654	17,935	8,519	14,210	6,728	10,325	10,325
6257 - UTILITIES-PROPANE/WATER/SEWER	2,935	3,570	2,892	3,024	582	2,720	2,720
6250 - UTILITIES	36,746	42,295	32,301	37,593	15,580	32,158	32,158
6265 - REPAIRS-EQUIPMENT	40,697	40,444	44,417	40,250	8,089	42,747	42,747
6266 - REPAIRS-BUILDING	30,521	79,494	39,017	31,000	9,717	34,769	29,769
6260 - REPAIRS AND MAINTENA	71,218	119,938	83,434	71,250	17,807	77,516	72,516
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	34,578	24,632	33,754	31,212	1,632	19,386	19,386
6276 - SCHOOLS/CONFERENCES/EXP OTHER	13,486	23,560	16,519	19,654	8,162	17,000	17,000
6278 - SUBSISTENCE ALLOWANCE	3,900	5,700	4,250	4,950	3,117	4,075	4,075
6279 - EDUCATION ASSISTANCE	0	0	0	0	0	0	0
6280 - DUES & SUBSCRIPTIONS	4,511	4,685	4,128	4,641	3,357	4,320	4,320
6281 - UNIFORM/CLOTHING ALLOWANCE	60,086	38,964	32,090	38,690	16,052	45,718	45,718
6270 - TRAINING/TRAVEL/DUES	116,561	97,541	90,742	99,147	32,320	90,499	90,499
6200 - TOTAL OPERATING COSTS	398,547	485,430	426,463	387,803	133,657	398,620	358,620
6333 - GENERAL-CASH DISCOUNTS	-368		-174		-184		
6349 - LATE FEES/FINANCE CHARGES	0		1		0		
6399 - OTHER CHARGES	3,530	2,500	2,530	2,500	2,515	2,500	2,500
6300 - TOTAL OTHER EXPENDITURES	3,162	2,500	2,357	2,500	2,331	2,500	2,500
6715 - CAPITAL OUTLAY-BUILDINGS	0	57,640	0	98,700	347	0	0
6730 - CAPITAL OUTLAY-TRANSPORTATION	0	62,436	77,182	36,600	36,046	0	0
6745 - VERF CHARGES						271,309	271,309
6700 - TOTAL CAPITAL OUTLAY	0	120,076	77,182	135,300	36,393	271,309	271,309
6001 - EXPENDITURES	1,302,133	1,530,625	1,417,304	1,476,916	608,442	1,758,616	1,718,016

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 23: FIRE - 1300

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
	SALARIES					
6110	Regular Employees	316,356	305,176	317,215	405,561	405,561
6111	Salary-Part-time	419,556	436,625	451,031	461,945	461,945
6113	Overtime - Regular	1,500	1,500	1,500	1,500	1,500
6123	Salaries - Other	12,520	18,320	15,365	12,293	12,293
6138	Medicare	10,875	11,043	11,173	13,834	13,834
6139	FICA	5,933	4,812	4,934	3,939	3,939
6141	Pension - PERA	42,505	42,489	43,603	60,298	60,298
6142	Work Comp Ins	45,800	51,820	55,754	62,605	62,605
6144	Long-term Disability Insurance	885	914	938	1,212	1,212
6145	Hospital & Life Insurance	49,920	49,920	49,800	63,000	62,400
	Total	905,850	922,619	951,313	1,086,187	1,085,587
6210	**OFFICE SUPPLIES**					
	Miscellaneous	700	575	850	550	550
	Total	700	575	850	550	550
6211	**SMALL TOOLS & EQUIPMENT**					
	Fire Fighter Tools and Equipment	5,000	5,190	2,595	1,349	1,349
	Technical Rescue Equipment	4,500	976	488	-	-
	Vehicle Extrication Equipment	5,082	2,240	1,120	-	-
	Fire Hose (Attack and Supply)	6,200	6,877	6,877	3,449	3,449
	Investigation Equipment	350	345	255	-	-
	Firefighting Nozzles	4,875	1,830	915	4,070	4,070
	Flashlights	500	250	1,944	-	-
	EMS Equipment Non-Expendable	5,615	3,755	8,492	-	-
	Fire Extinguishers/Stat-X First Responder Suppressant	1,680	1,340	670	1,400	1,400
	High Visibility Traffic Vests	250	90	1,050	2,250	2,250
	Rescue Saw Equipment and Blades	1,100	550	550	225	225
	Mops, Brooms, Cleaning Equipment	600	220	221	150	150
	Station Hand Tools and Equipment	2,070	1,035	1,035	225	225
	Water/Ice Rescue Suits (2 @ $695)			1,390	1,390	1,390
	SCBA Firefighter Face Mask AV3000HT		3,768		20,250	20,250
	Disposable Single Gas CO Detectors (7 @ $210)			1,470	-	-
	Four Gas/PID Monitors (3 @ $300)	900	11,028		-	-
	Combustible Gas Detector	350			-	-
	Gear Racks (Turnout Gear) Fire Station 1, 2, & 3					
	Thermal Imager - Rescue 2					
	Total	39,072	39,494	29,072	34,758	34,758
6212	**MOTOR FUELS/OILS/ADDITIVES**					
	Unleaded	13,100	13,139	16,120	16,859	16,859
	Diesel	9,700	10,595	12,710	12,885	12,885
	Diesel Road Tax	375	508	550	550	550
	Oils & Additives	1,500	1,200	1,200	1,250	1,250
	Total	24,675	25,442	30,580	31,544	31,544
6214	**CHEMICALS**					
	Plug & Dike	200	200	100	-	-
	Hazmat Absorbents (Absorbent/Pillows/Pads)	2,200	900	900	200	200
	SCBA Cleaning & Disinfectant	500	230	230	100	100
	Class A Foam	3,100	2,450	1,300	2,021	2,021
	Total	6,000	3,780	2,530	2,321	2,321
6215	**EQUIPMENT - PARTS**					
	Batteries (Rechargeable)	500	520	527	870	870
	Batteries (Non-Rechargeable)	400	410	425	689	689
	SCBA Equipment & Compressors	4,500	3,100	1,800	900	900
	Firefighting Equipment & Tools	3,000	1,200	250	177	177
	General / Miscellaneous	3,000	1,500	750	662	662
	Apparatus / Vehicle Parts	7,000	7,000	16,800	16,132	16,132
	Four-Gas Monitor Sensor Replacements	2,500	1,300	1,275	485	485
	Total	20,900	15,030	21,827	19,915	19,915
6216	**TIRES & BATTERIES (VEHICLES)**					
	Tires	4,000	2,678	2,699	2,663	2,663
	Batteries	1,200	650	650	675	675
	Total	5,200	3,328	3,349	3,338	3,338

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 23: FIRE - 1300

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
6229	**GENERAL SUPPLIES**					
	EMS Supplies Expendable	1,200	1,085	1,085	543	543
	Long Backboard	450	467	233	-	-
	Traffic Control Devices (Fuses, Cones, etc...)	400	400	200	-	-
	Cleaning Supplies and Laundry Soap	1,800	1,863	1,863	-	-
	Map & Preplan Materials	1,200	980	490	-	-
	Infection Control Supplies	2,000	1,200	1,200	-	-
	Fire Line Barrier Tape	250	200	200	120	120
	Hazmat Decontamination Supplies	1,500	625	625	-	-
	Four-Gas Monitor Calibration Gas	800	990	495	495	495
	Liquid Smoke (Training Smoke Machine)	600	530	211	-	-
	Medical Gloves (Latex Free)	3,000	2,763	2,763	2,430	2,430
	Vehicle Soap	1,500	1,400	1,400	1,245	1,245
	N95 Particulate Respirator Masks	4,000	4,000	4,000	-	-
	Fire Box Rekeying (do in 2013)				35,000	-
	Station Furnishings 1, 2, & 3	1,000		4,300	-	-
	Primary Eye Protection	750	525	262	-	-
	Salvage Tarps	750	760	380	325	325
	Fire Codes and NFPA Standards	1,200	1,225	613	-	-
	Training Materials (Books, Curriculum, Videos)	4,000	3,800	1,900	-	-
	Fire Prevention Materials	12,680	12,680	8,680	-	-
	Food for Emergency Incidents and Standbys	2,000	2,000	2,000	2,000	2,000
	Incident Command Software					
	Total	41,080	37,493	32,900	42,158	7,158
6235	**CONSULTANT SERVICES**					
	New Hire Physicals (3 @ $798)	3,500	1,750	2,450	2,394	2,394
	Annual Physical Exams (78 @ $140)	22,000	15,400	9,100	10,920	10,920
	Tuberculosis (TB) Testing (78 @ $20)	1,600	1,400	1,300	1,560	1,560
	Flu Shots (74 @ $10)			600	740	740
	Total	27,100	18,550	13,450	15,614	15,614
6237	**TELEPHONE/PAGERS**					
	Frontier Phone Lines - Station 1	500	400	Line Removed		
	Frontier Phone Lines - Station 2	500	400	Line Removed		
	Frontier Phone Lines - Station 3	500	400	Line Removed		
	Cellular Phone Services	2,676	2,676	2,674	2,472	2,472
	Sprint/Verizon Mobile EVDO Wireless Services	5,459	5,864	5,276	5,365	5,365
	Total	9,635	9,740	7,950	7,837	7,837
6238	**POSTAGE/UPS/FEDEX**					
	Miscellaneous	200	150	150	189	189
	Total	200	150	150	189	189
6239	**PRINTING/PUBLISHING**					
	Fire Code Enforcement Forms	450	450	225	75	75
	Business Cards			325	160	160
	Stationery and Envelopes	1,000	625	525	385	385
	Total	1,450	1,075	1,075	620	620
6240	**CLEAN SERVICE/WASTE REMOVAL**					
	Garbage Station 1	1,100	1,149	1,150	1,086	1,086
	Garbage Station 2	550	566	411	427	427
	Garbage Station 3	550	566	415	427	427
	Total	2,200	2,281	1,976	1,940	1,940
6242	**FIRE ALARM PLAN REVIEW**					
	Fire Alarm Plan Review Consultant	600	625	525	413	413
	Total	600	625	525	413	413
6249	**OTHER CONTRACTUAL SERVICES**					
	Online Interactive Training Services	5,925	5,925	5,925	6,240	6,240
	Film and Development	150			-	-
	Hazardous Materials Disposal	500	466	250	-	-
	Fire RMS (ImageTrend)	12,630	3,480	3,616	2,834	2,834
	Lawn Care (Fire Stations x 3)	6,500	6,500	5,500	8,615	8,615
	Fire Alarm Panel Monitoring (Fire Stations x 3)			648	1,001	1,001
	800 MHz Radio Subscriber fees (64@$290)	20,475	19,971	17,640	18,560	18,560
	Total	46,180	36,342	33,579	37,250	37,250

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 23: FIRE - 1300

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
6255	**UTILITIES - ELECTRIC**					
	Station 1	9,453	10,120	10,233	11,175	11,175
	Station 2	4,727	5,335	5,063	3,969	3,969
	Station 3	4,727	5,335	5,063	3,969	3,969
	Total	18,907	20,790	20,359	19,113	19,113
6256	**UTILITIES - NATURAL GAS**					
	Station 1	10,882	9,955	8,250	5,879	5,879
	Station 2	4,073	3,990	2,980	2,223	2,223
	Station 3	4,073	3,990	2,980	2,223	2,223
	Total	19,028	17,935	14,210	10,325	10,325
6257	**UTILITIES - OTHER**					
	Station 1	1,250	1,270	1,270	1,090	1,090
	Station 2	1,250	1,150	877	815	815
	Station 3	1,250	1,150	877	815	815
	Total	3,750	3,570	3,024	2,720	2,720
6265	**REPAIRS - EQUIPMENT**					
	800 MHz Radios and Pager Repair	2,533	600	625	625	625
	Apparatus/Vehicle Maintenance and Repairs	15,000	15,233	17,700	20,129	20,129
	Hydraulic Rescue Tool Maintenance	1,000	1,000	1,025	1,294	1,294
	SCBA Annual Testing and Maintenance	3,500	3,500	5,978	7,957	7,957
	Boat & Motor Maintenance	350	350	350	200	200
	Annual Apparatus Fire Pump Test (x7)	3,200	3,200	1,775	1,478	1,478
	Annual Ground and Aerial (x2) Ladder Testing	5,400	5,400	2,800	2,266	2,266
	Annual Fire Hose Testing		5,928	4,440	4,224	4,224
	Fire Hose Repair				2,755	2,755
	Turnout Clothing Repairs	500	533	467	564	564
	Firefighting Equipment Maintenance	3,000	2,000	2,145	435	435
	EMS Equipment Maintenance	200	200	175	-	-
	General Equipment Maintenance	1,000	1,000	1,300	200	200
	Fire Extinguisher Maintenance	1,500	1,500	1,470	620	620
	Total	37,183	40,444	40,250	42,747	42,747
6266	**REPAIRS - BUILDINGS**					
	HVAC Maintenance & Repair (Fire Stations x 3)	5,400	5,795	5,775	7,500	7,500
	Overhead Garage Doors General Maintenance	2,000	2,250	2,607	3,617	3,617
	General Building Maintenance	9,600	12,160	14,463	4,595	4,595
	Annual Fire Sprinkler Testing				570	570
	FS 2 Landscaping				6,635	6,635
	Landscaping labor done by volunteer program					(5,000)
	FS 2 & 3 Parking Lot Maintenance and Chip Seal				9,352	9,352
	Fire Station 1 Exterior Maintance & Apparatus Bay Paint		56,789		-	-
	Fire Station 2 and 3 Exterior Maintance and Paint			5,655	-	-
	Fire Station 1 Apparatus Bay Floor Refinishing					
	ABLE Fire Training Facility Maintenance	3,000	2,500	2,500	2,500	2,500
	Total	20,000	79,494	31,000	34,769	29,769
6275	**SCHOOLS/CONF/MEETING EXP - LOCAL**					
	Firefighting Courses and Continuing Education	3,600	5,299	6,882	6,454	6,454
	Fire Service Certifications			4,660	1,110	1,110
	EMS Training	3,000	3,000	4,234	2,117	2,117
	Department Assistant Continuing Education	1,500	990	1,000	650	650
	Fire Marshall / Inspector Continuing Education	1,000	1,470	1,490	1,490	1,490
	Technical Rescue Training	2,000	3,225	3,225	1,613	1,613
	Hazardous Materials Training	4,200	3,860	3,860	1,000	1,000
	Emergency Response Driving Course	5,000	5,677	4,650	3,375	3,375
	Refreshments / Meals	1,000	1,111	1,211	1,577	1,577
	Total	21,300	24,632	31,212	19,386	19,386
6276	**SCHOOLS/CONFERENCES EXP - OTHER**					
	MN State Fire Department Conference	5,100	3,800	2,670	1,410	1,410
	MN State Fire Chiefs Conference	4,500	4,500	2,055	2,910	2,910
	Fire Department Instructors Conference (FDIC)	4,200	4,200	6,346	6,467	6,467
	Fire Rescue International Conference (FRI)	3,200	3,200	3,950	3,998	3,998
	Fire RMS Conference	1,000	1,200		-	-
	Regional Fire Schools	6,800	6,660	4,633	2,215	2,215
	Total	24,800	23,560	19,654	17,000	17,000

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 23: FIRE - 1300

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
6278	**SUBSISTENCE ALLOWANCE**					
	Subsistence allowance for out-of-metro area trips	6,700	5,700	4,950	4,075	4,075
	Total	6,700	5,700	4,950	4,075	4,075
6279	**EDUCATION ASSISTANCE**					
	Tuition Reimbursement	2,000	-	-	-	-
	Total	2,000	-	-	-	-
6280	**DUES & SUBSCRIPTIONS**					
	Dues	2,997	2,810	2,835	2,081	2,081
	Subscriptions (NFPA Standards and Trade Magazines)	2,086	1,875	1,806	2,239	2,239
	Total	5,083	4,685	4,641	4,320	4,320
6281	**UNIFORM/CLOTHING ALLOWANCE**					
	Fire Fighting Boots	1,500	1,200	1,610	3,639	3,639
	Fire Fighting Gloves	1,000	1,000	650	1,684	1,684
	Fire Fighting Coats	13,000	11,000	12,075	14,250	14,250
	Fire Fighting Pants	13,000	11,000	12,075	9,890	9,890
	Fire Fighting Helmets	3,000	750	850	4,335	4,335
	Fire Fighting Protective Hoods (Nomex)	450	399	180	-	-
	Volunteer/Paid-on-Call Uniforms(74 @ $105)	7,875	7,035	7,875	7,770	7,770
	T-Shirts, Explorers	450	150	150	100	100
	Badges/Awards/Plaques/Commendation Medals	1,000	1,130	750	750	750
	Regular (Full-Time) Uniforms (4 @ $825)	3,300	3,300	2,475	3,300	3,300
	Total	44,575	36,964	38,690	45,718	45,718
6310	**RENTAL EXPENSE**					
		-	-	-	-	-
	Total	-	-	-	-	-
6399	**OTHER CHARGES**					
	Annual Service Awards Banquet	3,500	2,500	2,500	2,500	2,500
	Total	3,500	2,500	2,500	2,500	2,500
6715	**CAPITAL OUTLAY - BUILDINGS**					
	FS 1 - Parking Lot Maintenance and Overlay			98,700		
	FS 1 - Exterior Maintenance and Apparatus Bay Paint		To bldg maint 6266			
	FS 1 - Garage Door Replacement		57,640			
	Total	-	57,640	98,700	-	-
6720	**CAPITAL OUTLAY - OFFICE FURNITURE**					
	Total	-	-	-	-	-
6730	**CAPITAL OUTLAY - VEHICLES**					
	One (1) Fire Marshal Vehicle Replacement			36,600		
	Two (2) Assistant Chiefs Vehicle Replacements	82,000				
	One (1) Fire Engine Replacement		Eq Cert.			
	Total	82,000	-	36,600	-	-
6745	**VEHICLE REPLACEMENT**					
	VERF-Vehicle Replacement Fund Charges				271,309	271,309
	Total	-	-	-	271,309	271,309
	Total Net of Personnel	513,818	511,819	525,603	672,429	632,429
	TOTAL EXPENSES	$ 1,419,668	$ 1,434,438	$ 1,476,916	$ 1,758,616	$ 1,718,016

Apple Valley

Notes:

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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 2014

For this coming year, the Firefighters Relief Association actuarial valuation study completed in May of 2013 shows a minimum required municipal contribution of $266,388.00 payable in 2014. This contribution is in addition to the pass through Fire Aid received from the State of Minnesota, which for budgeting purposes is estimated at $183,481.00, the 2012 actual amount.

The Firefighters Relief Association Board is recommending no increase in benefit levels for 2014.

Summary Budget
Department 76 Fire Relief

	2011 Adopted	2011 Actual	2012 Adopted	2012 Actual	2013 Adopted	2014 Proposed
Revenue:						
State Fire Aid - pass through	$ 178,831 estimate	$ 179,993	$ 182,389 estimate	$ 183,481	$ 179,993 estimate	$ 183,481 estimate
Total Revenue	178,831	179,993	182,389	183,481	179,993	183,481
Expenditures:						
Contractual Services	-		-	788	-	-
State Fire Aid - pass through	178,831	179,993	182,389	183,481	179,993	183,481
City Contribution to Fire Relief	300,257	300,257	280,529	282,529	303,591	266,388
Total Expenditures	479,088	480,250	462,918	466,010	483,584	449,869
Net addition to (use of) general revenues	$ (300,257)	$ (300,257)	$ (280,529)	$ (282,529)	(303,591)	(266,388)

2014 CAPITAL OUTLAY: None

City of Apple Valley
Budget Summary
2014 Budget
FIRE RELIEF

Object Account	2011 Actual	2012 Council Adopted Amended Budget	2012 Actual	2013 Council Adopted Original Budget	06/30/13 YTD Actual	2014 Dept Proposed	2014 Admin Recomm
6125 - EMPLOYEE BENEFITS		0		0		0	0
6100 - TOTAL PERSONNEL SERVICES		0		0		0	0
6231 - LEGAL SERVICES	94		788		919		
6230 - CONTRACTUAL SERVICES	94		788		919		
6200 - TOTAL OPERATING COSTS	94		788		919		
6319 - REIMBURSEMENT OF REV COLL FOR	480,250	462,918	466,010	483,584	2,000	449,869	449,869
6300 - TOTAL OTHER EXPENDITURES	480,250	462,918	466,010	483,584	2,000	449,869	449,869
6001 - EXPENDITURES	480,344	462,918	466,798	483,584	2,919	449,869	449,869

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 76: FIRE RELIEF - 1365

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
	CONTRIBUTION TO FIRE RELIEF ASSOCIATION						
6319	State Fire Aid Pass Through	178,831	182,389	179,993	183,481	183,481	183,481
	City Contribution to Fire Relief Association	300,257	280,529	303,591	303,591	266,388	266,388
	Total	479,088	462,918	483,584	487,072	449,869	449,869
	Total Net of Personnel	479,088	462,918	483,584	487,072	449,869	449,869
	TOTAL EXPENSES	$ 479,088	$ 462,918	$ 483,584	$ 487,072	$ 449,869	$ 449,869

Apple Valley

Notes:

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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 2014

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

Project Title	Anticipated Contract Award Timeline
132nd Street Reconstruction	Spring 2014
Whitney Drive East Reconstruction	Spring 2014
Cedar Isles West Street Improvements	Spring 2014
Glazier / Garrett Loop Street Improvements	Spring 2014
2014 Street Resurfacing	Spring 2014
2014 Microsurfacing Roadways	Summer 2014
Quarry Point Development Infrastructure	Spring 2014
Holyoke Neighborhood Flood Mitigation	Spring 2014

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Actual 2010	Actual 2011	Actual 2012	Projected 2013	Projected 2014
Total Contract Value of Projects Delivered	$5.0M	$7.5M	$13.0M	$7.9M	$9.5M
Number of Right-of-Way Permits Issued	97	100	112	90	90

		Regular Status Personnel Schedule –FTE's		
Position Title	Adopted 2011	Adopted 2012	Approved 2013	Proposed 2014
City Engineer	0	1	1	1
Assistant City Engineer	1	1	1	1
PW Const. Supervisor	0	1	1	1
Eng / Construction Tech	0	1	1	1

		Temporary Status Personnel Schedule		
Position Title	Adopted 2011	Adopted 2012	Approved 2013	Proposed 2014
Engineering Intern	0	1	1	2

Summary Budget Business Unit 1510 Engineering							
	2010 Actual	2011 Adopted	2011 Actual	2012 Adopted	2012 Actual	2013 Adopted	2014 Proposed
Revenue							
Engineering Fees	-	269,125	331,691	528,246	577,880	548,856	595,000
Expenditures							
Salaries & Wages	-	176,900	213,206	338,960	375,545	350,403	398,315
Emp. Benefits	-	52,592	33,749	101,379	97,880	101,703	111,870
Supplies	7,441	13,995	13,261	12,050	10,499	13,825	11,305
Contractual Serv.	1,087	53,430	66,445	47,397	34,696	46,325	40,465
Repairs & Maint.	-	125	-	200	79	400	525
Training/Travel/Dues	-	5,485	3,115	6,260	4,763	8,245	6,010
Vehicle Replacement Fund	-		-	-	-	-	7,735
Capital outlay	-	2,125	1,915	22,000	23,784	23,875	-
Total Exp	8,528	304,652	331,691	528,246	547,246	544,776	576,225
Net addition to (use of) general revenues	(8,528)	(35,527)	-	-	30,634	4,080	18,775

Note: Engineering services were not included as a separate budget in years prior to 2011 and the costs associated with general engineering services were included in multiple program budgets in prior years.

2014 Capital Outlay:

None

City of Apple Valley
Budget Summary
2014 Budget
PW ENGINEERING

Object Account	2011 Actual	2012 Council Adopted Amended Budget	2012 Actual	2013 Council Adopted Original Budget	06/30/13 YTD Actual	2014 Dept Proposed	2014 Admin Recomm
6110 - SALARY-REGULAR EMPLOYEES	212,958	323,371	336,649	334,219	173,611	340,897	340,897
6112 - SALARY-SEASONAL TEMP		6,500	8,085	9,500	2,800	18,000	18,000
6113 - OVERTIME-REGULAR EMPLOYEES	1,195		46,631		19,217	32,600	32,600
6121 - INSURANCE CASH BENEFIT	249		1,459		542		
6122 - COMP REQUEST	-1,195		-19,086		-8,622		
6123 - SALARY-OTHER		9,089		6,684		6,818	6,818
6124 - OVERTIME-SEASONAL TEMP			1,806		1,229		
6105 - SALARIES AND WAGES	213,206	338,960	375,545	350,403	188,777	398,315	398,315
6138 - MEDICARE	1,491	4,915	5,306	5,037	2,632	5,136	5,600
6139 - FICA	6,379	20,016	22,689	21,539	11,254	21,961	23,945
6140 - HOSPITAL & LIFE INSURANCE	2,232	24,103	0	0	0	0	0
6141 - PENSIONS-PERA	5,308	0	26,404	24,715	13,355	25,209	27,529
6142 - WORKERS COMPENSATION	817	1,461	1,740	1,663	893	1,696	1,888
6144 - LONG-TERM DISABILITY INSURANCE	224	964	952	989	494	1,008	1,008
6145 - MEDICAL INSURANCE	15,773	49,920	37,106	47,760	27,875	52,200	51,900
6146 - DENTAL INSURANCE	1,467		2,909		1,707		
6147 - LIFE INSURANCE-BASIC	9		46		23		
6148 - LIFE INSURANCE-SUPP/DEPEND	49		728		190		
6125 - EMPLOYEE BENEFITS	33,749	101,379	97,880	101,703	58,423	107,210	111,870
6100 - TOTAL PERSONNEL SERVICES	246,955	440,339	473,425	452,106	247,200	505,525	510,185
6210 - OFFICE SUPPLIES	423	1,800	48	1,800	28	1,300	1,300
6211 - SMALL TOOLS & EQUIPMENT	11,631	6,600	5,766	8,325	12,134	6,150	6,150
6212 - MOTOR FUELS/OILS	638	3,200	3,231	3,250	1,321	3,395	3,395
6215 - EQUIPMENT-PARTS	399		415		413		
6216 - VEHICLES-TIRES/BATTERIES		450	218	450	0	460	460
6229 - GENERAL SUPPLIES	171		821		843		
6205 - SUPPLIES	13,261	12,050	10,499	13,825	14,739	11,305	11,305
6231 - LEGAL SERVICES					0		
6235 - CONSULTANT SERVICES	65,174	44,000	29,746	42,500	1,770	34,000	34,000
6237 - TELEPHONE/PAGERS	1,177	1,597	1,962	2,075	979	2,115	2,115
6239 - PRINTING	95	1,800	0	1,750	1,800	4,350	4,350
6244 - ROW EPERMIT FEES			2,988		59		
6230 - CONTRACTUAL SERVICES	66,445	47,397	34,696	46,325	4,609	40,465	40,465
6265 - REPAIRS-EQUIPMENT		200	79	400	258	525	525
6260 - REPAIRS AND MAINTENA		200	79	400	258	525	525
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	2,851	3,400	2,758	5,450	2,120	3,865	3,865
6277 - MILEAGE/AUTO ALLOWANCE	144	1,300	581	1,300	0	800	800
6280 - DUES & SUBSCRIPTIONS	120	1,560	391	1,495	120	1,345	1,345
6281 - UNIFORM/CLOTHING ALLOWANCE			1,032		224		
6270 - TRAINING/TRAVEL/DUES	3,115	6,260	4,763	8,245	2,464	6,010	6,010
6200 - TOTAL OPERATING COSTS	82,821	65,907	50,037	68,795	22,069	58,305	58,305
6720 - CAPITAL OUTLAY-FURNITURE & FIX		0		375		350	350
6725 - CAPITAL OUTLAY-OFFICE EQUIP	1,915		0		0		
6730 - CAPITAL OUTLAY-TRANSPORTATION		22,000	23,784	23,500	24,678	0	0
6745 - VERF CHARGES						7,385	7,385
6700 - TOTAL CAPITAL OUTLAY	1,915	22,000	23,784	23,875	24,678	7,735	7,735
6001 - EXPENDITURES	331,692	528,246	547,247	544,776	293,947	571,565	576,225

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 27: PUBLIC WORKS ENGINEERING - 1510

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
4219	**REVENUE**						
	Water, Sewer, Storm Utility Design Fees	(36,650)	(36,650)	(48,000)	(48,000)	(45,000)	(45,000)
	Development Project Design Fees	(38,675)	(65,000)	(65,000)	(65,000)	(70,000)	(70,000)
	Annual Street Improvement Project	(110,000)	(202,296)	(431,776)	(454,529)	(480,000)	(480,000)
	TIF Proj - Flagstaff and 147th St	-	(224,300)	-			
	Total	(185,325)	(528,246)	(544,776)	(567,529)	(595,000)	(595,000)
	SALARIES						
6110	Regular Employees	173,000	323,371	334,219	334,219	340,897	340,897
6112	Salary-Seasonal Temp	-	6,500	9,500	9,500	18,000	18,000
6113	Overtime - Reg	-	-	-	32,000	32,600	32,600
6123	Salaries - Other	3,900	9,089	6,684	6,684	6,818	6,818
6138	Medicare	2,565	4,915	5,037	5,037	5,136	5,600
6139	FICA	10,968	20,016	21,539	21,539	21,961	23,945
6141	Pension - PERA	12,825	24,103	24,715	24,715	25,209	27,529
6142	Work Comp Ins	760	1,461	1,663	1,663	1,696	1,888
6144	Long-term Disability Insurance	514	964	989	989	1,008	1,008
6145	Hospital & Life Insurance	24,960	49,920	47,760	47,760	52,200	51,900
	Total	229,492	440,339	452,107	484,107	505,526	510,186
6210	**OFFICE SUPPLIES**						
	General Supplies	1,500	1,800	1,800	1,300	1,300	1,300
	Printing Plans and Specs	1,800	-	-	-	-	-
	Total	3,300	1,800	1,800	1,300	1,300	1,300
6211	**SMALL TOOL & EQUIPMENT**						
	Computer	2,200	1,500	900	900	-	-
	AutoCad & Eng Software Maint	6,800	3,600	3,000	7,800	3,800	3,800
	General Tools	100	1,500	1,000	1,000	1,050	1,050
	Metal Locators	-	-	1,600	800	800	800
	HydroCad Software	-	-	1,300	1,300	-	-
	Digital Camaras (2)	-	-	-	-	500	500
	AutoTurn Software	-	-	525	525	-	-
	Total	9,100	6,600	8,325	12,325	6,150	6,150
6212	**MOTOR FUELS/OILS (#104)**						
	Nolead Fuel	1,375	3,100	3,100	3,100	3,195	3,195
	Oils	70	100	150	175	200	200
	Total	1,445	3,200	3,250	3,275	3,395	3,395
6216	**EQUIPMENT - TIRES/BATTERIES**						
	Vehicle # 103	150	450	450	225	230	230
	Vehicle # 114	-	-	-	225	230	230
	Total	150	450	450	450	460	460
6235	**CONSULTANT SERVICES**						
	General Consulting Eng Services	24,000	18,000	18,500	12,500	14,000	14,000
	Traffic Consulting Eng Services	28,600	26,000	24,000	17,000	20,000	20,000
	Total	52,600	44,000	42,500	29,500	34,000	34,000
6237	**TELEPHONE/PAGERS**						
	Mobile Phones	830	1,597	1,675	1,675	1,710	1,710
	Intern Track Phone minutes	-	-	400	400	405	405
	Total	830	1,597	2,075	2,075	2,115	2,115
6239	**PRINTING/PUBLISHING**						
	Printing Plans and Specs		1,800	1,500	600	600	600
	Annual City Street Maps	-	-	-	1,000	3,500	3,500
	Record Plans	-	-	250	250	250	250
	Total	-	1,800	1,750	1,850	4,350	4,350
6265	**REPAIRS - EQUIPMENT**						
	Vehicle # 103	125	200	200	200	200	200
	Vehicle # 114	-	-	200	200	200	200
	Holdover Field Truck	-	-	-	-	125	125
	Total	125	200	400	400	525	525

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 27: PUBLIC WORKS ENGINEERING - 1510

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
6275	**SCHOOL/CONF/EXP - LOCAL**						
	MnDOT / LTAP Training	500	1,000	1,300	1,000	1,100	1,100
	AutoCad Training	950	1,200	1,100	1,000	750	750
	CEAM and APWA	1,200	1,200	1,200	1,200	1,250	1,250
	Management Training	-	-	1,100	1,100	-	-
	MnDOT Certifications	-	-	750	750	765	765
	Total	2,650	3,400	5,450	5,050	3,865	3,865
6277	**MILEAGE ALLOWANCE**						
	Meeting Travel	950	900	900	600	600	600
	School/Conf Mileage	325	400	400	200	200	200
	Total	1,275	1,300	1,300	800	800	800
6280	**DUES & SUBSCRIPTIONS**						
	PE License Renewals	260	260	270	270	270	270
	Code Books & Eng Publications	900	900	800	650	650	650
	Membership APWA and CEAM	400	400	425	425	425	425
	Total	1,560	1,560	1,495	1,345	1,345	1,345
6720	**CAPITAL OUTLAY - OFFICE FURN**						
	Office Set-up	1,800	-	-	-	-	-
	Replace Office Chair	-	-	-	-	350	350
	File Cabinet	325	-	375	375	-	-
	Total	2,125	-	375	375	350	350
6730	**CAPITAL OUTLAY - VEHICLES**						
	Purchase Inspection Vehicle #114	-	22,000	-	-	-	-
	Replace Vehicle NO. 103	-	-	23,500	24,678	-	-
	Total	-	22,000	23,500	24,678		
6745	**VEHICLE REPLACEMENT**						
	VERF - Vehicle Repl. Charges	-	-	-	-	7,385	7,385
	Total	-	-	-	-	7,385	7,385
	Total Net of Personnel	75,160	87,907	92,670	83,423	66,040	66,040
	TOTAL EXPENSES	$ 304,652	$ 528,246	$ 544,776	$ 567,529	$ 571,565	$ 576,225
	Revenue	$ (185,325)	$ (528,246)	$ (544,776)	$ (567,529)	$ (595,000)	$ (595,000)

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 2007 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

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 2014

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 2013 and 2014 include Parkside Village Apartment Buildings, Phase II of the Apple Valley Business Campus, Menards expansion or redevelopment and the Water Treatment Facility Expansion.

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Actual 2010	Actual 2011	Actual 2012	Projected 2013	Projected 2014
Number of Building Permits	4,265	4,250	4,440	4,300	4,300
Building Valuation	$57M	$22M	$41M	$62M	$55M
New Single Family Homes	49	31	33	42	45

		Regular Status Personnel Schedule –FTE's		
Position Title	Adopted 2011	Adopted 2012	Adopted 2013	Proposed 2014
Building Official	1	1	1	1
Building Inspector	2.5	2	2	2
Dept Specialists/Clerical	2	2	2	2
		Temporary Status Personnel Schedule		
Position Title	Adopted 2011	Adopted 2012	Adopted 2013	Proposed 2014
Seasonal/PT Inspection	0	0	1	1

Summary Budget Department 28, Business Unit 1400 - Building Inspections							
	2010 Actual	2011 Adopted	2011 Actual	2012 Adopted	2012 Actual	2013 Adopted	2014
Revenue:							
PERMIT-Building Permit	479,110	340,000	331,960	400,000	452,119	418,000	460,000
PERMIT-Plan Review	176,716	-	78,300	-	149,957	-	-
PERMIT-Electrical	-	-	71,200	-	76,345	71,200	84,000
PERMIT-Heating	77,931	40,000	43,600	44,000	63,819	44,000	50,000
PERMIT-Plumbing	82,923	45,000	51,800	55,000	78,175	53,000	53,000
PERMIT-Utility installation	12,619	10,000	5,800	10,000	11,816	6,000	6,000
PERMIT-Special & Reinsp.	280	-	-	-	537	-	-
PERMIT-Other	2,729	2,000	3,100	2,000	3,636	2,000	2,000
	832,308	437,000	585,760	511,000	836,404	594,200	655,000
Expenditures:							
Salaries & Wages	334,551	300,849	325,095	312,501	326,807	337,138	344,525
Emp. Benefits	92,389	105,615	83,460	111,695	93,984	110,154	111,342
Supplies	8,370	8,825	7,494	8,935	9,325	9,285	10,350
Contractual Serv.	5,244	4,435	16,459	5,235	7,716	4,400	20,730
Electrical Inspections	-	-	31,461	-	44,600	46,850	54,850
Repairs & Maint.	118	875	276	850	227	850	400
Training/Travel/Dues	9,517	9,400	7,006	6,710	4,858	5,660	5,825
Other Exp.	1,311	1,450	511	1,600	395	1,625	1,625
VISA M/C	-				1,240		3,000
Vehcile Replacement Fund	-	-	-	-	-	-	5,970
Capital outlay	-	-	-	-	-	25,400	-
Total Exp	451,500	431,449	471,762	447,526	489,152	541,362	558,617
Net addition to (use of) general revenues	380,808	5,551	113,998	63,474	347,252	52,838	96,383

2014 Capital Outlay:

None

City of Apple Valley
Budget Summary
2014 Budget
BUILDING INSPECTIONS

Object Account	2011 Actual	2012 Council Adopted Amended Budget	2012 Actual	2013 Council Adopted Original Budget	06/30/13 YTD Actual	2014 Dept Proposed	2014 Admin Recomm
6110 - SALARY-REGULAR EMPLOYEES	322,203	301,213	315,219	319,399	159,770	326,593	326,593
6112 - SALARY-SEASONAL TEMP	0	0	10,395	8,900	1,816	8,900	8,900
6113 - OVERTIME-REGULAR EMPLOYEES	816	0	873	0	4,721	2,500	2,500
6121 - INSURANCE CASH BENEFIT	2,893		2,432		1,215		
6122 - COMP REQUEST	-816		-2,113		-900		
6123 - SALARY-OTHER		11,288		8,839		6,532	6,532
6105 - SALARIES AND WAGES	325,095	312,501	326,807	337,138	166,622	344,525	344,525
6138 - MEDICARE	3,782	4,589	4,411	4,759	2,368	4,830	4,830
6139 - FICA	16,171	19,623	18,859	20,351	10,127	20,654	20,654
6140 - HOSPITAL & LIFE INSURANCE	624		0		0		
6141 - PENSIONS-PERA	16,700	22,656	21,340	23,797	11,860	24,152	24,152
6142 - WORKERS COMPENSATION	1,452	1,521	1,579	1,615	824	1,640	1,640
6144 - LONG-TERM DISABILITY INSURANCE	659	906	870	952	471	966	966
6145 - MEDICAL INSURANCE	37,681	62,400	41,560	58,680	28,652	60,000	59,100
6146 - DENTAL INSURANCE	4,100		3,883		2,357		
6147 - LIFE INSURANCE-BASIC	46		56		28		
6148 - LIFE INSURANCE-SUPP/DEPEND	2,245		1,427		747		
6125 - EMPLOYEE BENEFITS	83,460	111,695	93,984	110,154	57,436	112,242	111,342
6100 - TOTAL PERSONNEL SERVICES	408,556	424,196	420,791	447,292	224,058	456,767	455,867
6210 - OFFICE SUPPLIES	701	700	492	725	80	725	725
6211 - SMALL TOOLS & EQUIPMENT	148	875	639	675	43	1,065	1,065
6212 - MOTOR FUELS/OILS	6,155	5,740	6,790	6,260	2,903	6,675	6,675
6215 - EQUIPMENT-PARTS	30	300	495	300	36	600	600
6216 - VEHICLES-TIRES/BATTERIES	0	420	0	425	490	430	430
6229 - GENERAL SUPPLIES	459	900	910	900	384	855	855
6205 - SUPPLIES	7,494	8,935	9,325	9,285	3,935	10,350	10,350
6231 - LEGAL SERVICES	5,741		0	0	0	800	800
6235 - CONSULTANT SERVICES	6,541	800	2,540	46,850	7,063	15,500	15,500
6237 - TELEPHONE/PAGERS	2,418	2,935	2,725	2,900	1,430	2,900	2,900
6238 - POSTAGE/UPS/FEDEX			15		0		
6239 - PRINTING	1,759	1,500	2,436	1,500	679	1,530	1,530
6243 - ELECTRICAL PERMIT FEES	31,461		44,600	0	22,553	54,850	54,850
6230 - CONTRACTUAL SERVICES	47,920	5,235	52,316	51,250	31,724	75,580	75,580
6265 - REPAIRS-EQUIPMENT	276	850	227	850	54	400	400
6260 - REPAIRS AND MAINTENA	276	850	227	850	54	400	400
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	1,986	2,200	2,646	3,100	1,328	3,125	3,125
6276 - SCHOOLS/CONFERENCES/EXP OTHER	827	500	593	530	0	540	540
6277 - MILEAGE/AUTO ALLOWANCE	0	200	147	200	0	200	200
6278 - SUBSISTENCE ALLOWANCE	0	100	100	100	0	100	100
6279 - EDUCATION ASSISTANCE	1,980	2,000	0	0	0	0	0
6280 - DUES & SUBSCRIPTIONS	960	1,010	885	1,010	925	1,140	1,140
6281 - UNIFORM/CLOTHING ALLOWANCE	1,253	700	487	720	91	720	720
6270 - TRAINING/TRAVEL/DUES	7,006	6,710	4,858	5,660	2,343	5,825	5,825
6200 - TOTAL OPERATING COSTS	62,695	21,730	66,725	67,045	38,056	92,155	92,155
6310 - RENTAL EXPENSE	375	1,600	395	1,625	395	1,625	1,625
6312 - TAXES/SPECIAL ASSESSMENTS				0		0	0
6351 - VISA/BANK CHARGES			1,240		1,573	3,000	3,000
6399 - OTHER CHARGES	136		0		0		
6301 - OTHER EXPENDITURES	511	1,600	395	1,625	1,968	4,625	4,625
6300 - TOTAL OTHER EXPENDITURES	511	1,600	395	1,625	1,968	4,625	4,625
6720 - CAPITAL OUTLAY-FURNITURE & FIX	0	0	0	0	0	0	0
6725 - CAPITAL OUTLAY-OFFICE EQUIP		0		2,900		0	0
6730 - CAPITAL OUTLAY-TRANSPORTATION				22,500	20,199	0	0
6745 - VERF CHARGES						5,970	5,970
6701 - TOTAL CAPITAL OUTLAY	0	0	0	25,400	20,199	5,970	5,970
6700 - TOTAL CAPITAL OUTLAY	0	0	0	25,400	20,199	5,970	5,970
6001 - EXPENDITURES	471,762	447,526	489,151	541,362	284,282	559,517	558,617

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 28: PUBLIC WORKS BUILDING INSPECTIONS - 1400

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
	REVENUE						
4060	Building Permits	340,000	400,000	418,000	465,000	430,000	460,000
4060	Electrical Permits	-	-	71,200	95,000	71,200	84,000
4063	Mechanical Permits	40,000	44,000	44,000	50,000	44,000	50,000
4065	Plumbing Permits	45,000	55,000	53,000	60,000	53,000	53,000
4067	Utility Installation	10,000	10,000	6,000	6,000	6,000	6,000
4099	Other Revenue	2,000	2,000	2,000	2,000	2,000	2,000
	Total	437,000	511,000	594,200	678,000	606,200	655,000
	SALARIES						
6110	Regular Employees	292,174	301,213	319,399	319,399	326,593	326,593
6112	Salary-Seasonal Temp	4,000	-	8,900	8,900	8,900	8,900
6113	Overtime - Reg	-	-		10,300	2,500	2,500
6123	Salaries - Other	4,675	11,288	8,839	8,839	6,532	6,532
6138	Medicare	4,015	4,589	4,759	4,759	4,830	4,830
6139	FICA	17,167	19,623	20,351	20,351	20,654	20,654
6141	Pension - PERA	19,782	22,656	23,797	23,797	24,152	24,152
6142	Work Comp Ins	1,460	1,521	1,615	1,615	1,640	1,640
6144	Long-term Disability Insurance	791	906	952	952	966	966
6145	Hospital & Life Insurance	62,400	62,400	58,680	58,680	60,000	59,100
	Total	406,464	424,196	447,292	457,592	456,767	455,867
6210	**OFFICE SUPPLIES**						
	General Supplies	400	300	350	350	350	350
	Shelving and Office Items	325	400	375	375	375	375
	Total	725	700	725	725	725	725
6211	**SMALL TOOL & EQUIPMENT**						
	General Tools	500	500	550	550	560	560
	Digital Camera for Documentation	-	275	-	-	-	-
	Replace Office Chair	-	-	-	-	375	375
	Hard Hats and Safety Vest	-	100	125	125	130	130
	Total	500	875	675	675	1,065	1,065
6212	**MOTOR FUELS/OILS**						
	Vehicle #'s 102, 104, 107						
	Unlead Fuel	5,225	5,590	6,100	6,225	6,475	6,475
	Oils	255	150	160	200	200	200
	Total	5,480	5,740	6,260	6,425	6,675	6,675
6215	**EQUIPMENT - PARTS**						
	Inspection Vehicles and Equipment *+ trans from 6265*	300	300	300	300	600	600
	Total	300	300	300	300	600	600
6216	**EQUIPMENT - TIRES/BATTERIES**						
	Vehicle #'s 107, 102, 104	420	420	425	490	430	430
	Total	420	420	425	490	430	430
6229	**GENERAL SUPPLIES**						
	Inspection Card Covers	500	200	225	225	230	230
	Home and Garden Show Supplies	100	-	75	-	-	-
	Special Inspection Reference Books	800	700	600	625	625	625
	Total	1,400	900	900	850	855	855
6231	**LEGAL SERVICES**						
	Legal Services from City Attorney	-	-	-	-	800	800
	Total	-	-	-	-	800	800

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 28: PUBLIC WORKS BUILDING INSPECTIONS - 1400

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
6235	**CONSULTANT SERVICES**						
	SSTS Plan Reviews and Inspections	-	800	800	500	500	500
	Contract Building Inspections	-	-		13,800	15,000	15,000
	Electrical Inspections Services	-	-	46,050	-	-	-
	Trans to 6243 Below						
	Total	-	800	46,850	14,300	15,500	15,500
6237	**TELEPHONE/PAGERS**						
	Mobile Phones	1,235	1,235	1,200	1,200	1,200	1,200
	Mobile Laptops	1,700	1,700	1,700	1,700	1,700	1,700
	Total	2,935	2,935	2,900	2,900	2,900	2,900
6239	**PRINTING/PUBLISHING**						
	Forms/ Convert Microfische Plans	1,500	1,500	1,500	1,500	1,530	1,530
	Total	1,500	1,500	1,500	1,500	1,530	1,530
6243	**ELECTRICAL PERMIT FEES**						
	Frees for Contract Electrical Inspector	-	-		53,750	54,850	54,850
	See 6235 above + budget amend						
	Total	-	-	-	53,750	54,850	54,850
6265	**REPAIRS - EQUIPMENT**						
	Vehicles - to 6215	475	450	450	-	-	-
	Office Equip	400	400	400	400	400	400
	Total	875	850	850	400	400	400
6275	**SCHOOL/CONF/EXP - LOCAL**						
	Monthly Meetings - Dakota County	300	200	200	200	200	200
	Annual ICBO School (Ea. Insp. 2 days)	650	650	650	650	650	650
	ICC 10,000 Lakes Chapter	300	600	300	300	300	300
	IAPMO MN Chapter	100	100	100	100	100	100
	ICC Seminars	300	300	300	300	325	325
	State Dept of Labor and Ind. Seminar	300	200	200	200	200	200
	Municipals	150	150	150	150	150	150
	Building Inspection Classes	-	-	1,200	1,200	1,200	1,200
	See 6279 below						
	Total	2,100	2,200	3,100	3,100	3,125	3,125
6276	**SCHOOL/CONF/EXP - OTHER**						
	State Conference In-State Only	800	500	530	530	540	540
	Total	800	500	530	530	540	540
6277	**MILEAGE ALLOWANCE**						
	School/Conf Mileage	200	200	200	200	200	200
	Total	200	200	200	200	200	200
6278	**SUBSISTENCE ALLOWANCE**						
	Building Official Conf	150	100	100	100	100	100
	Total	150	100	100	100	100	100
6279	**EDUCATION ASSISTANCE**						
	Tuition Reimbursement	4,300	2,000	-	-	-	-
	Ending Program, Trans portion to 6275						
	Total	4,300	2,000	-	-	-	-
6280	**DUES & SUBSCRIPTIONS**						
	License Renewals (State, ICC)	100	110	110	100	105	105
	Trade Publication	100	100	100	100	105	105
	Memberships (ICC, MnBO, MnAPMO)	800	800	800	925	930	930
	Total	1,000	1,010	1,010	1,125	1,140	1,140

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 28: PUBLIC WORKS BUILDING INSPECTIONS - 1400

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
6281	**UNIFORM/CLOTHING ALLOWANCE**						
	Building Inspectors	850	700	720	720	720	720
	Total	850	700	720	720	720	720
6310	**RENTAL EXPENSE**						
	Copier	1,100	1,225	1,225	1,225	1,225	1,225
	Home and Garden Show Booth Rental	350	375	400	400	400	400
	Total	1,450	1,600	1,625	1,625	1,625	1,625
6312	**TAXES/SPECIAL ASSESSMENTS**						
	Electrical State Surcharge	-		-	-	-	-
	Total	-	-	-	-	-	-
6351	**VISA/BANK CHARGES**						
	Credit Card System Fees	-	-	-	2,800	3,000	3,000
	Total	-	-	-	2,800	3,000	3,000
6725	**CAPITAL OUTLAY - OFFICE EQUIP**						
	Large Format Plotter (Used)	-	-	2,900	2,900	-	-
	Total	-	-	2,900	2,900	-	-
6730	**CAPITAL OUTLAY - VEHICLES**						
	Replace Vehicle No. 104	-	-	22,500	20,200	-	-
	Replace Veh No. 107 ($20,500) 2014	-	-	-	-	-	-
	Replace Veh No. 102 ($22,800) 2015	-	-	-	-	-	-
	Total	-	-	22,500	20,200	-	-
6745	**VEHICLE REPLACEMENT**						
	VERF - Vehicle Repl. Charges					5,970	5,970
	Total	-	-	-	-	5,970	5,970
	Total Net of Personnel	24,985	23,330	94,070	115,615	102,750	102,750
	TOTAL EXPENSES	$ 431,449	$ 447,526	$ 541,362	$ 573,207	$ 559,517	$ 558,617
	Revenue	$ 437,000	$ 511,000	$ 594,200	$ 678,000	$ 606,200	$ 655,000

Apple Valley

Notes:

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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
   - Inspection of suspected diseased trees on public and private property

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

MAJOR OBJECTIVES FOR 2014

In addition to recurring annual duties, the following major objectives are established for 2014 within this business unit.

- Complete the preliminary design and environmental assessment process for proposed capacity improvements to northbound Trunk Highway 77.
- Coordinate with Dakota County to successfully complete planned improvements to McAndrews Road and signal replacement projects along CSAH 42.
- Complete full conversion to Cartegraph work management system.
- Complete and close-out of administration duties for the construction phase of the Cedar Avenue Transitway project.

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Actual 2010	Actual 2011	Actual 2012	Proposed 2013	Proposed 2014
Annual Street & Utility Capital Improvements ($ in millions)	5.0	7.5	9.7	23.8	10.0
Disease Tree Removals	588	486	260	375	375
Number of Work Orders*	1,703	1,411	1,259	1,300	1,300
Nat Resource Mgt Permits	27	42	39	40	40

* 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 2011	Adopted 2012	Proposed 2013	Proposed 2014
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	1	1	0
Erosion Control Tech *	1	1	1	0
Clerical Assistant	0.5	0.5	0.6	0.6
		Temporary Status Personnel Schedule		
Position Title	Adopted 2011	Adopted 2012	Proposed 2013	Proposed 2014
Tree Inspector	1	1	1	1

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

Summary Budget
Department 29, Business Unit 1500 Public Works Administration/Natural Resources

	2010 Actual	2011 Adopted	2011 Actual	2012 Adopted	2012 Actual	2013 Adopted	2014 Proposed
Expenditures:							
Salaries & Wages	462,114	397,199	394,419	409,298	405,588	419,364	304,608
Emp. Benefits	137,688	126,867	153,000	128,566	118,798	126,900	86,661
Supplies	16,680	15,030	7,689	13,200	9,263	11,290	11,650
Contractual Serv.	182,395	59,720	49,433	48,210	19,934	49,155	45,290
Repairs & Maint.	974	1,200	819	1,050	1,561	1,050	1,110
Training/Travel/Dues	10,531	10,825	8,898	8,750	7,086	8,780	10,435
Other Exp.	6,812	5,950	3,939	4,850	4,180	4,885	5,023
Vehcile Replacement Fund	-	-	-	-	-	-	3,999
Capital outlay	-	625	-	-		-	-
Total Exp	817,194	617,416	618,197	613,924	566,410	621,424	468,776
Net addition to (use of) general revenues	(817,194)	(617,416)	(618,197)	(613,924)	(566,410)	(621,424)	(468,776)

2014 Capital Outlay:

None

City of Apple Valley
Budget Summary
2014 Budget
PUBLIC WORKS ADMIN/NATURAL RES

Object Account	2011 Actual	2012 Council Adopted Amended Budget	2012 Actual	2013 Council Adopted Original Budget	06/30/13 YTD Actual	2014 Dept Proposed	2014 Admin Recomm
6110 - SALARY-REGULAR EMPLOYEES	354,392	362,877	374,799	372,002	186,908	318,631	262,741
6111 - SALARY PART-TIME	19,378	21,328	20,744	21,830	10,926	18,585	18,585
6112 - SALARY-SEASONAL TEMP	9,457	9,055	9,311	9,055	2,023	9,055	9,055
6113 - OVERTIME-REGULAR EMPLOYEES	10,764	8,600	2,456	8,600	3,417	8,600	8,600
6121 - INSURANCE CASH BENEFIT	2,717		2,368		1,215		
6122 - COMP REQUEST	-2,289		-4,089		-2,094		
6123 - SALARY-OTHER		7,438		7,877		6,745	5,627
6105 - SALARIES AND WAGES	394,419	409,298	405,588	419,364	202,394	361,616	304,608
6138 - MEDICARE	7,968	5,935	6,094	6,081	2,883	5,243	4,417
6139 - FICA	33,970	25,134	25,836	26,001	12,326	22,143	18,608
6140 - HOSPITAL & LIFE INSURANCE	-2,856		0		0		
6141 - PENSIONS-PERA	43,131	29,018	29,983	29,747	14,576	25,560	21,428
6142 - WORKERS COMPENSATION	5,199	5,007	5,277	5,291	2,654	3,672	3,331
6144 - LONG-TERM DISABILITY INSURANCE	1,605	1,072	1,109	1,100	550	942	777
6145 - MEDICAL INSURANCE	59,413	62,400	45,784	58,680	29,790	49,200	38,100
6146 - DENTAL INSURANCE	3,218	0	3,421	0	1,768	0	0
6147 - LIFE INSURANCE-BASIC	86		60		28		
6148 - LIFE INSURANCE-SUPP/DEPEND	1,266		1,233		561		
6125 - EMPLOYEE BENEFITS	153,000	128,566	118,798	126,900	65,136	106,760	86,661
6100 - TOTAL PERSONNEL SERVICES	547,419	537,864	524,386	546,264	267,530	468,376	391,269
6210 - OFFICE SUPPLIES	2,058	3,300	1,582	3,000	838	2,600	2,100
6211 - SMALL TOOLS & EQUIPMENT	510	2,550	958	850	330	1,735	1,735
6212 - MOTOR FUELS/OILS	3,027	3,650	3,698	3,840	1,385	3,825	3,825
6214 - CHEMICALS	136	300	127	300	0	180	180
6215 - EQUIPMENT-PARTS	17	1,700	720	1,600	821	1,430	1,430
6216 - VEHICLES-TIRES/BATTERIES	229	450	223	450	0	400	400
6229 - GENERAL SUPPLIES	1,712	1,250	1,955	1,250	1,360	1,980	1,980
6205 - SUPPLIES	7,689	13,200	9,263	11,290	4,734	12,150	11,650
6235 - CONSULTANT SERVICES	0	0	60	0	73	0	0
6237 - TELEPHONE/PAGERS	2,161	1,960	2,194	2,080	1,096	2,240	2,240
6238 - POSTAGE/UPS/FEDEX	54	50	48	50	140	55	55
6239 - PRINTING	1,144	1,200	881	1,200	1,770	945	945
6249 - OTHER CONTRACTUAL SERVICES	46,073	45,000	16,751	45,825	2,467	42,050	42,050
6230 - CONTRACTUAL SERVICES	49,433	48,210	19,934	49,155	5,547	45,290	45,290
6250 - UTILITIES		0		0		0	0
6265 - REPAIRS-EQUIPMENT	819	1,050	1,561	1,050	806	1,110	1,110
6260 - REPAIRS AND MAINTENA	819	1,050	1,561	1,050	806	1,110	1,110
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	3,298	2,405	1,361	2,455	1,015	2,440	2,440
6276 - SCHOOLS/CONFERENCES/EXP OTHER		0		0	95	1,800	1,800
6277 - MILEAGE/AUTO ALLOWANCE	3,487	3,750	3,455	3,750	1,591	3,680	3,680
6278 - SUBSISTENCE ALLOWANCE		100		100		100	100
6280 - DUES & SUBSCRIPTIONS	1,303	1,545	1,333	1,565	1,325	1,480	1,480
6281 - UNIFORM/CLOTHING ALLOWANCE	811	950	937	910	391	935	935
6270 - TRAINING/TRAVEL/DUES	8,898	8,750	7,086	8,780	4,417	10,435	10,435
6200 - TOTAL OPERATING COSTS	66,839	71,210	37,845	70,275	15,505	68,985	68,485
6310 - RENTAL EXPENSE	3,076	4,850	4,182	4,885	2,321	5,023	5,023
6333 - GENERAL-CASH DISCOUNTS	-4		-2		0		
6399 - OTHER CHARGES	867	0	0	0	125	0	0
6300 - TOTAL OTHER EXPENDITURES	3,939	4,850	4,180	4,885	2,446	5,023	5,023
6725 - CAPITAL OUTLAY-OFFICE EQUIP	0	0	0	0	0	0	0
6745 - VERF CHARGES						3,999	3,999
6700 - TOTAL CAPITAL OUTLAY	0	0	0	0	0	3,999	3,999
6001 - EXPENDITURES	618,196	613,924	566,411	621,424	285,480	546,383	468,776

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 29: PUBLIC WORKS ADMINISTRATION AND NATURAL RESOURCES - 1500

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
	SALARIES						
6110	Regular Employees	354,224	362,877	372,002	372,002	318,631	262,741
6111	Salary-Parttime	17,597	21,328	21,830	21,830	18,585	18,585
6112	Salary-Seasonal Temp (1 Tree Insp)	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
6123	Salaries - Other	7,723	7,438	7,877	7,877	6,745	5,627
6138	Medicare	5,759	5,935	6,081	6,081	5,243	4,417
6139	FICA	24,626	25,134	26,001	26,001	22,143	18,608
6141	Pension - PERA	28,134	29,018	29,747	29,747	25,560	21,428
6142	Work Comp Ins	4,900	5,007	5,291	5,291	3,672	3,331
6144	Long-Term Disability Insurance	1,048	1,072	1,100	1,100	942	777
6145	Hospital & Life Insurance	62,400	62,400	58,680	58,680	49,200	38,100
	Total	524,066	537,864	546,264	546,264	468,376	391,269
6210	**OFFICE SUPPLIES**						
	General Supplies (PW Admin)	2,300	2,400	2,300	2,000	2,000	1,500
	General Supplies (Natural Resources)	200	200	200	200	200	200
	Printer/Copier Supplies	500	500	500	400	400	400
	Adobe Acrobat 8 Pro. Software	200	200	-	-	-	-
	Total	3,200	3,300	3,000	2,600	2,600	2,100
6211	**SMALL TOOLS & EQUIPMENT**						
	Tools - Tree Inspection	400	400	400	400	410	410
	Cartegraph/Arcview License	-	-	450	450	500	500
	Two Graphic Cards & Monitors	-	-	-	-	600	600
	Buckthorn Pullers (2)	-	400	-	-	225	225
	Tools - Water Quality	1,000	-	-	-	-	-
	Counter Top Unit for CMF Copy Room	1,200	-	-	-	-	-
	ArcView License	1,300	1,300	-	-	-	-
	Document Binding Machine	475	-	-	-	-	-
	Storage Cabinet - Files/Equip	425	450	-	-	-	-
	Total	4,800	2,550	850	850	1,735	1,735
6212	**MOTOR FUELS/OILS/ADDITIVES**						
	Vehicles 601, 603 and 604						
	Nolead Fuel (1220 gal.)	3,230	3,550	3,730	3,730	3,825	3,825
	Oil/Lub		100	110	110	175	175
	Total	3,230	3,650	3,840	3,730	3,825	3,825
6214	**CHEMICALS**						
	Propiconazole (oak wilt)(from 5505)	-	300	300	175	180	180
	Total	-	300	300	175	180	180
6215	**EQUIPMENT - PARTS**						
	Vehicles 601, 603 and 604	1,700	1,700	1,600	1,400	1,430	1,430
	Total	1,700	1,700	1,600	1,400	1,430	1,430
6216	**EQUIPMENT - TIRES/BATTERIES**						
	Vehicles 601, 603 and 604	300	450	450	400	400	400
	Total	300	450	450	400	400	400
6229	**GENERAL SUPPLIES**						
	Manuals	250	200	200	785	205	205
	*Paint (Oak Wilt)	250	250	250	250	255	255
	*Personal Protective Equip - Safety	300	300	300	375	385	385
	*Tree Sale	9,000	9,000	9,000	9,000	9,000	9,000
	less offsetting revenue from tree sale	(9,000)	(9,000)	(9,000)	(9,000)	(9,000)	(9,000)
	Large Format Plotter and Misc	500	500	500	500	510	510
	*Rain Barrel Kit Supplies	500	Trans to 5505		-	-	-
	File Cabinets & Office Storage	625	-	-	-	625	625
	Total	2,425	1,250	1,250	1,910	1,980	1,980
6235	**CONSULTANT SERVICES**						
	Consulting Service Expenses	-	-	-	-	-	-
	Total	-	-	-	-	-	-

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 29: PUBLIC WORKS ADMINISTRATION AND NATURAL RESOURCES - 1500

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
6237	**TELEPHONE/PAGERS**						
	Mobile phone service	2,070	1,860	1,970	2,075	2,115	2,115
	Track Phone (Seasonal Tree Insp)	100	100	110	120	125	125
	Total	2,170	1,960	2,080	2,195	2,240	2,240
6238	**POSTAGE/UPS/FEDEX**						
	Postage	50	50	50	50	55	55
	Total	50	50	50	50	55	55
6239	**PRINTING/PUBLISHING**						
	Business Cards, PW Poster, Forms	500	500	500	400	410	410
	Brochures and Forms	500	500	500	525	535	535
	Door Hangers (stenciling, tree inspec)	300	200	200	-	-	-
	Blue Thumb Educational Materials	2,000	Trans to 5505	-	-	-	-
	Educational Materials	2,400	Trans to 5505	-	-	-	-
	Total	5,700	1,200	1,200	925	945	945
6249	**OTHER CONTRACTUAL SERVICES**						
	Oak Wilt/DED Cost-Share Program	50,000	45,000	45,000	40,000	41,000	41,000
	Erosion Control Seminar for City Staff	600	-	-	-	-	-
	800 Mhz Subscrib Fee (Trans to 1530)	1,200		-	-	-	-
	Cartegraph Maintenance Fee		-	825	825	1,050	1,050
	Total	51,800	45,000	45,825	40,825	42,050	42,050
6265	**REPAIRS - EQUIPMENT**						
	Copier Maintenance	700	700	700	925	750	750
	Fax, Folding Mach., Type.	300	150	150	150	155	155
	*Car Wash Tickets	200	200	200	200	205	205
	Total	1,200	1,050	1,050	1,275	1,110	1,110
6275	**SCHOOL/CONF/EXP - LOCAL**						
	Seminars/Mtgs (CONDAC, PW Mtgs)	1,000	1,000	1,025	980	995	995
	Shade Tree Short Course	200	200	205	195	210	210
	Forestry Management Workshop (x2)	180	180	185	185	190	190
	Natural Resources Seminar	200	200	210	190	210	210
	EAB Pest Control Training	-	-	-	-	150	150
	Wetland Training (WCA Req.)	300	Trans 5505	-	-	-	-
	MECA Conference	600	Trans 5505	-	-	-	-
	Water Resources Conference	300	Trans 5505	-	-	-	-
	Erosion Control Training (ESC inspector)	300	Trans 5505	-	-	-	-
	APWA Conference - Metro	450	450	450	395	395	395
	CEAM Conference - Metro	375	375	380	285	290	290
	Total	3,905	2,405	2,455	2,230	2,440	2,440
6276	**SCHOOL/CONF/EXP - OTHER**						
	APWA Conference	-	-	-	-	1,800	1,800
	Total	0	-	-	-	1,800	1,800
6277	**MILEAGE ALLOWANCE**						
	Car Allowance	3,300	3,300	3,300	3,300	3,300	3,300
	Mileage	1,000	450	450	375	380	380
	Total	4,300	3,750	3,750	3,675	3,680	3,680
6278	**SUBSISTENCE ALLOWANCE**						
	In-state training	200	100	100	100	100	100
	Total	200	100	100	100	100	100
6280	**DUES & SUBSCRIPTIONS**						
	Prof Dues (APWA, CEAM)	1,075	1,075	1,085	1,125	1,125	1,125
	*Prof Dues (Soc of Arbor, ADF, Pesticide)	395	395	400	225	230	230
	Arbor Day Foundation, Pest Applicator		75	80	25	125	125
	Total	1,470	1,545	1,565	1,375	1,480	1,480
6281	**UNIFORM/CLOTHING ALLOWANCE**						
	Clothing Natural Resources	950	950	910	925	935	935
	Total	950	950	910	925	935	935

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 29: PUBLIC WORKS ADMINISTRATION AND NATURAL RESOURCES - 1500

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
6310	**RENTAL EXPENSE**						
	*Home & Garden Expo Booth		400	410	400	400	400
	Copier Lease	4,450	4,450	4,475	4,623	4,623	4,623
	Total	4,450	4,850	4,885	5,023	5,023	5,023
6399	**OTHER CHARGES**						
	**Water Quality Permits (Trans 5505) (aquatic weeds in Aligmagnet & Farquar)	1,500	-	-	-	-	-
	Total	1,500	-	-	-	-	-
6745	**VEHICLE REPLACEMENT**						
	VERF - Vehicle Repl. Charges	-	-	-	-	3,999	3,999
	Total	0	-	-	-	3,999	3,999
	Total Net of Personnel	93,350	76,060	75,160	69,663	78,007	77,507
	TOTAL EXPENSES	$ 617,416	$ 613,924	$ 621,424	$ 615,927	$ 546,383	$ 468,776

Apple Valley

Notes:

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COMPANY	DEPARTMENT	BUSINESS UNIT	ACTIVITY
1000	30	1530	**FLEET & BUILDINGS-CMF 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 pumbing 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 2014

In addition to recurring annual duties, the primary 2014 goals for this division include the following items.

- Assist with initial implementation of the central fleet 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 2010	Actual 2011	Actual 2012	Projected 2013	Projected 2014
Number of Equip Items in Fleet	262	262	263	263	262
Number of vehicle/equipment Repair Orders	1,620	1,751	1,610	1,650	1675
Number of Vehicles Replaced	13	11	14	10	17
Gallons of Fuel Supplied	136,000	127,400	122,600	130,000	130,000
Miles Driven	910,00	895,000	904,000	900,000	900,000

Regular Status Personnel Schedule –FTE's				
Position Title	Adopted 2011	Adopted 2012	Adopted 2013	Proposed 2014
Public Works Supervisor	1	1	1	1
Fleet Maintenance Foreman	1	1	1	1
Fleet Maintenance/Mechanic	2	2	2	2
Building Maintenance	4	3	3	3

Temporary Status Personnel Schedule				
Position Title	Adopted 2011	Adopted 2012	Adopted 2013	Proposed 2014
Seasonal Maintenance	1	1	1	1

Summary Budget
Department 30, Business Unit 1530 - Fleet & Buildings-CMF

	2010 Actual	2011 Adopted	2011 Actual	2012 Adopted	2012 Actual	2013 Adopted	2014 Proposed
Expenditures:							
Salaries & Wages	295,695	309,956	301,632	315,239	293,961	323,034	330,938
Emp. Benefits	99,222	114,700	105,178	115,603	102,304	117,014	114,945
Supplies	25,760	30,225	24,881	34,350	30,686	30,025	35,275
Contractual Serv.	45,392	13,165	10,721	15,715	9,155	15,230	14,640
Utilities	63,569	86,100	68,318	76,350	58,837	75,350	68,880
Repairs & Maint.	13,070	17,000	29,297	19,500	19,533	20,600	21,900
Training/Travel/Dues	6,739	8,150	7,042	7,750	6,338	7,775	7,600
Other Exp.	4,995	5,425	4,970	2,850	2,091	2,850	6,050
Misc for resale	3,795	3,000	3,862	3,000	3,120	3,200	3,200
Vehcile Replacement Fund	-	-	-	-	-	-	5,044
Capital outlay	12,070	66,800	59,407	132,600	94,835	64,750	65,000
Total Exp	570,307	654,521	615,308	722,957	620,860	659,828	673,472
Net addition to (use of) general revenues	(570,307)	(654,521)	(615,308)	(722,957)	(620,860)	(659,828)	(673,472)

2014 Capital Outlay:

Decommission Old Wash Bay:	$15,000
Building Inspections Security Imp:	$14,000
CMF Exterior Painting:	$19,550
CMF Security Improvements:	$16,500
	$65,000

City of Apple Valley
Budget Summary
2014 Budget
FLEET & BUILDINGS-CMF

Object Account	2011 Actual	2012 Council Adopted Amended Budget	2012 Actual	2013 Council Adopted Original Budget	06/30/13 YTD Actual	2014 Dept Proposed	2014 Admin Recomm
6110 - SALARY-REGULAR EMPLOYEES	290,153	289,245	290,115	296,602	149,239	305,508	305,508
6112 - SALARY-SEASONAL TEMP	12,405	17,500	9,293	17,500	4,313	16,320	16,320
6113 - OVERTIME-REGULAR EMPLOYEES	2,399	3,000	1,502	3,000	393	3,000	3,000
6121 - INSURANCE CASH BENEFIT	741		1,817		872		
6122 - COMP REQUEST	-4,065		-8,766		-4,756		
6123 - SALARY-OTHER		5,494		5,932		6,110	6,110
6105 - SALARIES AND WAGES	**301,632**	**315,239**	**293,961**	**323,034**	**150,061**	**330,938**	**330,938**
6138 - MEDICARE	4,228	4,571	4,215	4,684	2,141	4,816	4,816
6139 - FICA	18,078	19,543	18,025	20,028	9,157	20,591	20,591
6141 - PENSIONS-PERA	20,916	21,586	20,507	22,151	10,503	22,810	22,810
6142 - WORKERS COMPENSATION	6,453	6,649	6,126	6,514	3,203	6,724	6,724
6144 - LONG-TERM DISABILITY INSURANCE	838	854	855	877	439	904	904
6145 - MEDICAL INSURANCE	49,313	62,400	46,040	62,760	28,152	60,000	59,100
6146 - DENTAL INSURANCE	4,180	0	4,542	0	2,357	0	0
6147 - LIFE INSURANCE-BASIC	58		58		28		
6148 - LIFE INSURANCE-SUPP/DEPEND	1,116		1,936		954		
6125 - EMPLOYEE BENEFITS	**105,178**	**115,603**	**102,304**	**117,014**	**56,935**	**115,845**	**114,945**
6100 - TOTAL PERSONNEL SERVICES	**406,810**	**430,842**	**396,265**	**440,048**	**206,996**	**446,783**	**445,883**
6210 - OFFICE SUPPLIES	124	200	179	200	29	200	200
6211 - SMALL TOOLS & EQUIPMENT	4,962	7,300	7,438	6,100	2,741	11,400	11,400
6212 - MOTOR FUELS/OILS	4,519	4,450	4,948	5,000	2,071	5,100	5,100
6215 - EQUIPMENT-PARTS	2,886	7,500	4,999	7,200	2,276	6,700	6,700
6216 - VEHICLES-TIRES/BATTERIES	-373	200	627	250	30	375	375
6229 - GENERAL SUPPLIES	12,764	14,700	12,495	11,275	8,261	11,500	11,500
6205 - SUPPLIES	**24,881**	**34,350**	**30,686**	**30,025**	**15,409**	**35,275**	**35,275**
6235 - CONSULTANT SERVICES	411	500	239	500	259	500	500
6237 - TELEPHONE/PAGERS	1,323	1,450	1,216	1,325	662	1,350	1,350
6239 - PRINTING	0	250	152	200	0	200	200
6240 - CLEANING SERVICE/GARBAGE	8,758	10,845	7,548	10,845	4,502	10,300	10,300
6249 - OTHER CONTRACTUAL SERVICES	228	2,670	0	2,360	99	2,290	2,290
6230 - CONTRACTUAL SERVICES	**10,721**	**15,715**	**9,155**	**15,230**	**5,521**	**14,640**	**14,640**
6255 - UTILITIES-ELECTRIC	29,061	25,000	30,091	26,000	10,245	28,000	28,000
6256 - UTILITIES-NATURAL GAS	38,050	50,000	27,836	48,000	25,872	42,000	39,500
6257 - UTILITIES-PROPANE/WATER/SEWER	1,206	1,350	910	1,350	725	1,380	1,380
6250 - UTILITIES	**68,318**	**76,350**	**58,837**	**75,350**	**36,841**	**71,380**	**68,880**
6265 - REPAIRS-EQUIPMENT	5,210	4,500	1,326	4,600	2,118	4,600	4,600
6266 - REPAIRS-BUILDING	24,087	15,000	18,206	16,000	11,606	17,300	17,300
6260 - REPAIRS AND MAINTENA	**29,297**	**19,500**	**19,533**	**20,600**	**13,723**	**21,900**	**21,900**
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	783	1,000	96	1,000	270	875	875
6277 - MILEAGE/AUTO ALLOWANCE	3,320	3,300	3,339	3,300	1,591	3,400	3,400
6280 - DUES & SUBSCRIPTIONS	15	0	15	25	75	25	25
6281 - UNIFORM/CLOTHING ALLOWANCE	2,925	3,450	2,888	3,450	1,354	3,300	3,300
6270 - TRAINING/TRAVEL/DUES	**7,042**	**7,750**	**6,338**	**7,775**	**3,290**	**7,600**	**7,600**
6200 - TOTAL OPERATING COSTS	**140,258**	**153,665**	**124,550**	**148,980**	**74,785**	**150,795**	**148,295**
6310 - RENTAL EXPENSE	2,445	0	23	0	0	0	0
6333 - GENERAL-CASH DISCOUNTS	-154		-135		-44		
6349 - LATE FEES/FINANCE CHARGES			1		0		
6399 - OTHER CHARGES	2,679	2,850	2,202	2,850	731	6,050	6,050
6300 - TOTAL OTHER EXPENDITURES	**4,970**	**2,850**	**2,091**	**2,850**	**686**	**6,050**	**6,050**
6545 - NON-TAXABLE MISC FOR RESALE	3,862	3,000	3,120	3,200	1,637	3,200	3,200
6501 - TAXABLE/NON-TAXABLE MISC RESAL	**3,862**	**3,000**	**3,120**	**3,200**	**1,637**	**3,200**	**3,200**
6720 - CAPITAL OUTLAY-FURNITURE & FIX		0		0	1,431	0	0
6730 - CAPITAL OUTLAY-TRANSPORTATION	19,307	8,000	7,714	0	0	0	0
6735 - CAPITAL OUTLAY-OTHER IMPROVEME	0	116,000	78,341	64,750	10,520	65,000	65,000
6740 - CAPITAL OUTLAY-MACH/EQ/OTHER	40,100	8,600	8,780	0	0	0	0
6745 - VERF CHARGES						5,044	5,044
6700 - TOTAL CAPITAL OUTLAY	**59,407**	**132,600**	**94,835**	**64,750**	**11,952**	**70,044**	**70,044**
6001 - EXPENDITURES	**615,307**	**722,957**	**620,861**	**659,828**	**296,056**	**676,872**	**673,472**

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

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

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
	SALARIES						
6110	Regular Employees	286,387	289,245	296,602	296,602	305,508	305,508
6112	Salary-Seasonal Temp	17,500	17,500	17,500	16,000	16,320	16,320
6113	Overtime - Regular	3,000	3,000	3,000	3,000	3,000	3,000
6123	Salaries - Other	3,069	5,494	5,932	5,932	6,110	6,110
6138	Medicare	4,494	4,571	4,684	4,684	4,816	4,816
6139	FICA	19,217	19,543	20,028	20,028	20,591	20,591
6141	Pension - PERA	21,190	21,586	22,151	22,151	22,810	22,810
6142	Work Comp Ins	6,560	6,649	6,514	6,514	6,724	6,724
6144	Long-Term Disability Insurance	839	854	877	877	904	904
6145	Hospital & Life Insurance	62,400	62,400	62,760	62,760	60,000	59,100
	Total	424,656	430,842	440,048	438,548	446,783	445,883
6210	**OFFICE SUPPLIES**						
	General Supplies	200	200	200	200	200	200
	Total	200	200	200	200	200	200
6211	**SMALL TOOL & EQUIPMENT**						
	Small Tools	4,300	4,300	4,300	4,300	4,300	4,300
	Scan Tool Updates - Heavy Equipment	1,100	1,100	1,100	1,100	-	-
	Scan Tool Updates- Light Equipment	900	700	700	700	-	-
	Mechanic Computer System for Shop	-	1,200	-	-	7,100	7,100
	Total	6,300	7,300	6,100	6,100	11,400	11,400
6212	**MOTOR FUELS/OILS**						
	Nolead Fuel	2,063	2,000	2,050	2,050	2,180	2,180
	Diesel Fuel	262	600	1,100	1,100	1,075	1,075
	Diesel Fuel Tax	-	150	150	150	95	95
	Antifreeze, Windshield Fluid	1,600	1,600	1,600	1,600	1,600	1,600
	Oil and Lubricants	400	100	100	100	150	150
	Total	4,325	4,450	5,000	5,000	5,100	5,100
6215	**EQUIPMENT - PARTS**						
	Small Parts	5,000	5,000	4,600	4,200	4,200	4,200
	Building Maintenance Parts	2,500	2,500	2,600	2,300	2,500	2,500
	Total	7,500	7,500	7,200	6,500	6,700	6,700
6216	**EQUIPMENT - TIRES/BATTERIES**						
	Vehicles #702 and #704	200	200	250	375	375	375
	Total	200	200	250	375	375	375
6229	**GENERAL SUPPLIES**						
	Cleaning Supplies, Paper Products	10,500	10,500	11,000	11,000	11,220	11,220
	Oxygen - Acetylene	250	250	275	275	280	280
	Chair Replacement CMF	950	950	-	-	-	-
	2 - 800 Mhz Radios		3,000	-	-	-	-
	Chairs Replacement CMF Office	-	-	-	-	-	-
	Total	11,700	14,700	11,275	11,275	11,500	11,500
6235	**CONSULTANT SERVICES**						
	Safety (Prescription Safety Glasses, Hepatitis, Respirator, Hearing Test)	500	500	500	450	500	500
	Total	500	500	500	450	500	500
6237	**TELEPHONE/PAGERS**						
	Cellular Phones	850	975	1,325	1,325	1,350	1,350
	CMF Radio Line	450	475	-			
	Total	1,300	1,450	1,325	1,325	1,350	1,350
6239	**PRINTING/PUBLISHING**						
	Maintenance Req., Bus. Cards, Misc.	250	250	200	200	200	200
	Total	250	250	200	200	200	200
6240	**C. SERVICE/GARBAGE REMOVAL**						
	Trash Removal	6,200	6,200	6,200	6,000	6,000	6,000
	Rug Service	1,900	1,900	1,900	1,800	1,900	1,900
	Fluorescent Light Recycling (DEA)	500	950	950	500	700	700
	Recycle Floor Dry (9 x $85)	765	795	795	795	800	800
	Tire & Filter Disposal	500	500	500	500	500	500
	Hazardous Waste Disposal	500	500	500	400	400	400
	Total	10,365	10,845	10,845	9,995	10,300	10,300

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

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

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
6249	**OTHER CONTRACTUAL SERVICES**						
	800 Mhz Radio Maint Fee		1,920	1,590	1,590	1,590	1,590
	Weed Control - CMF	750	750	770	700	700	700
	Total	750	2,670	2,360	2,290	2,290	2,290
6255	**UTILITIES - ELECTRIC**						
	Electric	24,600	25,000	26,000	28,000	28,000	28,000
	Adjusting for historical trends						
	Total	24,600	25,000	26,000	28,000	28,000	28,000
6256	**UTILITIES - NATURAL GAS**						
	Natural Gas	60,000	50,000	48,000	41,000	42,000	39,500
	Adjusting for historical trends						
	Total	60,000	50,000	48,000	41,000	42,000	39,500
6257	**UTILITIES - OTHER**						
	Water & Sewer	1,500	1,350	1,350	1,350	1,380	1,380
	CMF irrigation install with WTP						
	Total	1,500	1,350	1,350	1,350	1,380	1,380
6265	**REPAIRS - EQUIPMENT**						
	Shop Equipment, etc.	4,500	4,500	4,600	4,600	4,600	4,600
	Total	4,500	4,500	4,600	4,600	4,600	4,600
6266	**REPAIRS - BUILDINGS**						
	Repairs (H.V.A.C., Roof, Doors, Elec.)	12,500	15,000	16,000	17,000	17,300	17,300
	Total	12,500	15,000	16,000	17,000	17,300	17,300
6275	**SCHOOL/CONF/EXP - LOCAL**						
	Training & ASE Certification	1,000	1,000	1,000	850	875	875
	Total	1,000	1,000	1,000	850	875	875
6277	**MILEAGE/AUTO ALLOWANCE**						
	Car Allowance - Supervisor	3,300	3,300	3,300	3,300	3,300	3,300
	Mileage misc.	-	-	-	-	100	100
	Total	3,300	3,300	3,300	3,300	3,400	3,400
6280	**DUES & SUBSCRIPTIONS**						
	Sams Club Membership - City Supplies	-	-	25	25	25	25
	Total	-	-	25	25	25	25
6281	**UNIFORM/CLOTHING ALLOWANCE**						
	Uniform/Boots	2,500	2,100	2,100	1,900	1,950	1,950
	Uniform Rental/Rag Cleaning Service	1,350	1,350	1,350	1,350	1,350	1,350
	Total	3,850	3,450	3,450	3,250	3,300	3,300
6310	**RENTAL EXPENSE**						
	Mowing Equip	2,460	-	-	-	-	-
	Total	2,460	-	-	-	-	-
6399	**OTHER CHARGES**						
	State Boiler Certificate	75	75	75	75	75	75
	WinFleet	750	750	750	750	750	750
	Misc. Dues/Vehicle Inspection Decals	120	75	75	75	75	75
	Licenses	420	350	350	300	300	300
	(County Hazardous Waste)						
	(State Tax)						
	(MN Haz. Chem. Inventory Fee)						
	All-Data On-Line Service Manuals	1,600	1,600	1,600	2,025		
	Mitchel 1 On-line Service Manuals					4,850	4,850
	Total	2,965	2,850	2,850	3,225	6,050	6,050
6545	**NON-TAXABLE MISC FOR RESALE**						
	Vending - CMF Pop, Juice, Water	3,000	3,000	3,200	3,200	3,200	3,200
	Revenue generated from sales						
	Total	3,000	3,000	3,200	3,200	3,200	3,200
6730	**CAPITAL OUTLAY - VEHICLE**						
	JD Z-Turn Mower 50%	-	8,000	-	-	-	-
	Small Truck (Parts Runner/Motor Pool)	19,200	-	-	-	-	-
	Total	19,200	8,000	-	-	-	-

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

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

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
6735	**CAPITAL OUTLAY - OTHER IMP**						
	Conversion of Old Wash Bay	-	-	-	-	15,000	15,000
	Building Inspections Security Improv	-	-	-	-	14,000	14,000
	CMF Security Improvements	-	-	-	-	16,500	16,500
	CMF Building Exterior Painting	-	-	-	-	19,500	19,500
	CMF Facility Sign Replacement	-	-	-	-	-	-
	Mechanic Hoist Replacement	-	-	-	-	-	-
	Repab Street Foreman Office Space	-	-	-	-	-	-
	Replace Carpet in CMF Training Room	-	-	-	-	-	-
	Press. Washer Repairs	10,000	-	-	-	-	-
	Rehab Lunchroom counters/appliance	-	15,000	-	-	-	-
	CMF Building Exterior Rehab/Paint	-	10,000	-	-	-	-
	CMF South Lot Pavement Maintenance	-	8,000	-	-	-	-
	CMF/PD Vehicle Bldg Insulate	-	15,000	-	-	-	-
	Radio Upgrade Public Works & Parks	-	68,000	-	-	-	-
	Federal Mandate 74 radios (est. $68,000)	-	-	-	-	-	-
	Replace Carpet CMF	-	-	42,000	36,500	-	-
	Replace CMF Compressor	-	-	14,250	14,000	-	-
	Office Space Municipal Center	-	-	8,500	8,900	-	-
	Total	10,000	116,000	64,750	59,400	65,000	65,000
6740	**CAPITAL OUTLAY - OTHER ITEMS**						
	Shop Roof Replacment	29,000	-	-	-	-	-
	CMF Hallway Tile Replacment	8,600	8,600	-	-	-	-
	Total	37,600	8,600	-	-	-	-
6745	**VEHICLE REPLACEMENT**						
	VERF - Vehicle Repl. Charges	-	-	-	-	5,044	5,044
	Total	-	-	-	-	5,044	5,044
	Total Net of Personnel	229,865	292,115	219,780	208,910	230,089	227,589
	TOTAL EXPENSES	$ 654,521	$ 722,957	$ 659,828	$ 647,458	$ 676,872	$ 673,472

Apple Valley

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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 400 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 2014

In addition to recurring annual duties, the following major objectives are established for 2014 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 upon completion of construction.
- Continue to implement 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 2010	Actual 2011	Actual 2012	Projected 2013	Projected 2014
Number of Lane Miles of Street Maintained	407	408	409	409	410
Number of Blvd Trees Maintained	1,450	1,500	2,260	1,700	1,700
Street Sweeping Tonnage	523	540	270	500	500
Miles of Trails on ROW Maintained	52	54	55	55	56
Miles of Sidewalk Maintained	130	131	132	133	133
Cubic yards of Leaves Collected	300	430	450	425	425

Regular Status Personnel Schedule –FTE's				
Position Title	Adopted 2011	Adopted 2012	Adopted 2013	Proposed 2014
Public Works Superintendent	1	1	1	1
Streets Foreman	2	2	2	2
Technical Specialist	2	2	2	2
Maintenance I/II	11	10	10	9

Temporary Status Personnel Schedule				
Position Title	Adopted 2011	Adopted 2012	Adopted 2013	Proposed 2014
Seasonal Street Maint.	4	4	4	4

Summary Budget
Department 31 Street Maintenance

	2010 Actual	2011 Adopted	2011 Actual	2012 Adopted	2012 Actual	2013 Adopted	2014 Proposed
Expenditures:							
Salaries & Wages	819,085	909,264	834,592	933,461	817,152	897,757	895,957
Emp. Benefits	314,912	372,206	327,867	375,509	320,322	371,002	350,027
Supplies	219,166	221,015	261,154	226,842	209,919	232,475	251,020
Contractual Serv.	302,650	362,315	224,883	270,105	229,666	279,645	231,865
Utilities	1,268	1,200	751	1,275	759	1,450	930
Repairs & Maint.	22,936	23,200	29,058	23,200	22,468	23,770	23,770
Training/Travel/Dues	9,153	12,700	11,456	11,400	11,963	11,000	11,500
Other Exp.	11,890	12,385	12,272	2,671	(88)	400	400
Vehcile Replacement Fund	-	-	-	-	-	-	-
Capital outlay	78,166	63,500	50,591	32,000	31,353	86,200	14,400
Total Exp	1,779,226	1,977,785	1,752,624	1,876,463	1,643,514	1,903,699	1,779,869
Net addition to (use of) general revenues	(1,779,226)	(1,977,785)	(1,752,624)	(1,876,463)	(1,643,514)	(1,903,699)	(1,779,869)

2014 CAPITAL OUTLAY

See Equipment Certificate Fund

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City of Apple Valley
Budget Summary
2014 Budget
STREET MAINTENANCE

Object Account	2011 Actual	2012 Council Adopted Amended Budget	2012 Actual	2013 Council Adopted Original Budget	06/30/13 YTD Actual	2014 Dept Proposed	2014 Admin Recomm
6110 - SALARY-REGULAR EMPLOYEES	786,606	815,503	766,454	783,100	398,066	785,133	785,133
6112 - SALARY-SEASONAL TEMP	50,873	61,000	42,920	61,000	21,356	55,600	55,600
6113 - OVERTIME-REGULAR EMPLOYEES	29,480	37,100	35,763	36,000	24,119	36,700	36,700
6121 - INSURANCE CASH BENEFIT	4,044		5,278		2,788		
6122 - COMP REQUEST	-36,412		-33,263		-15,948		
6123 - SALARY-OTHER		19,858		17,657		18,524	18,524
6105 - SALARIES AND WAGES	834,592	933,461	817,152	897,757	430,381	895,957	895,957
6138 - MEDICARE	12,109	13,520	11,895	13,649	6,071	12,991	12,991
6139 - FICA	51,775	57,806	50,859	58,360	25,958	55,549	55,549
6141 - PENSIONS-PERA	58,992	63,174	57,071	63,821	29,845	60,926	60,926
6142 - WORKERS COMPENSATION	48,027	51,389	46,712	50,564	25,154	48,130	48,130
6144 - LONG-TERM DISABILITY INSURANCE	2,357	2,420	2,344	2,448	1,225	2,331	2,331
6145 - MEDICAL INSURANCE	137,765	187,200	132,890	182,160	87,578	172,200	170,100
6146 - DENTAL INSURANCE	9,546		10,145		5,598		
6147 - LIFE INSURANCE-BASIC	171		170		85		
6148 - LIFE INSURANCE-SUPP/DEPEND	7,124		8,237		4,580		
6125 - EMPLOYEE BENEFITS	327,867	375,509	320,322	371,002	186,094	352,127	350,027
6100 - TOTAL PERSONNEL SERVICES	1,162,459	1,308,970	1,137,474	1,268,759	616,475	1,248,084	1,245,984
6210 - OFFICE SUPPLIES	279		102		0		
6211 - SMALL TOOLS & EQUIPMENT	10,118	13,175	12,411	14,650	8,083	7,925	7,925
6212 - MOTOR FUELS/OILS	112,675	97,767	92,472	99,280	68,881	101,675	101,675
6214 - CHEMICALS	269		806		0	4,225	4,225
6215 - EQUIPMENT-PARTS	70,222	61,700	62,593	63,500	35,072	63,700	63,700
6216 - VEHICLES-TIRES/BATTERIES	21,907	8,500	11,454	8,700	5,940	9,100	9,100
6229 - GENERAL SUPPLIES	45,682	45,700	30,082	46,345	14,657	64,395	64,395
6205 - SUPPLIES	261,154	226,842	209,919	232,475	132,633	251,020	251,020
6235 - CONSULTANT SERVICES	966	1,050	1,070	1,050	744	1,070	1,070
6237 - TELEPHONE/PAGERS	1,439	1,480	1,195	1,490	617	1,490	1,490
6238 - POSTAGE/UPS/FEDEX	34		12		0		
6239 - PRINTING	0	575	1,870	580	0	580	580
6240 - CLEANING SERVICE/GARBAGE	29,040	24,000	14,164	24,600	908	24,600	24,600
6249 - OTHER CONTRACTUAL SERVICES	193,403	243,000	211,355	251,925	91,933	204,125	204,125
6230 - CONTRACTUAL SERVICES	224,883	270,105	229,666	279,645	94,201	231,865	231,865
6255 - UTILITIES-ELECTRIC	548	530	562	550	243	670	670
6257 - UTILITIES-PROPANE/WATER/SEWER	203	745	197	900	0	260	260
6250 - UTILITIES	751	1,275	759	1,450	243	930	930
6265 - REPAIRS-EQUIPMENT	29,269	23,200	22,468	23,770	1,471	23,770	23,770
6269 - REPAIRS-OTHER	-211	0	0	0	-503	0	0
6260 - REPAIRS AND MAINTENA	29,058	23,200	22,468	23,770	968	23,770	23,770
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	998	1,500	463	1,000	225	1,100	1,100
6277 - MILEAGE/AUTO ALLOWANCE	3,159	3,300	3,247	3,300	1,439	3,600	3,600
6280 - DUES & SUBSCRIPTIONS	385	400	340	400	0	400	400
6281 - UNIFORM/CLOTHING ALLOWANCE	6,914	6,200	7,913	6,300	2,551	6,400	6,400
6270 - TRAINING/TRAVEL/DUES	11,456	11,400	11,963	11,000	4,215	11,500	11,500
6200 - TOTAL OPERATING COSTS	527,302	532,822	474,776	548,340	232,262	519,085	519,085
6310 - RENTAL EXPENSE	9,956	300	0	300	0	300	300
6333 - GENERAL-CASH DISCOUNTS	-112		-88		-11		
6399 - OTHER CHARGES	2,428	2,371	0	100	75	100	100
6301 - OTHER EXPENDITURES	12,272	2,671	-88	400	64	400	400
6300 - TOTAL OTHER EXPENDITURES	12,272	2,671	-88	400	64	400	400
6730 - CAPITAL OUTLAY-TRANSPORTATION	41,528	32,000	31,353	86,200	55,132	0	0
6740 - CAPITAL OUTLAY-MACH/EQ/OTHER	9,063	0	0	0	0	14,400	14,400
6745 - VERF CHARGES						344,930	0
6700 - TOTAL CAPITAL OUTLAY	50,591	32,000	31,353	86,200	55,132	359,330	14,400
6001 - EXPENDITURES	1,752,623	1,876,463	1,643,515	1,903,699	903,932	2,126,899	1,779,869

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 31: STREET MAINTENANCE - 1600
Public Works Department

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
	SALARIES						
6110	Regular Employees	800,114	815,503	783,100	795,000	785,133	785,133
6111	Salary-Parttime	-	-	-	-	-	-
6112	Salary-Seasonal Temp	61,000	61,000	61,000	55,000	55,600	55,600
6113	Overtime - Reg	36,000	37,100	36,000	36,000	36,700	36,700
6123	Salaries - Other	12,150	19,858	17,657	17,657	18,524	18,524
6138	Medicare	13,184	13,520	13,649	13,649	12,991	12,991
6139	FICA	56,374	57,806	58,360	58,360	55,549	55,549
6141	Pension - PERA	61,455	63,174	63,821	63,821	60,926	60,926
6142	Worker's Compensation	51,640	51,389	50,564	50,564	48,130	48,130
6144	Long-Term Disability Insurance	2,353	2,420	2,448	2,448	2,331	2,331
6145	Hospital & Life Insurance	187,200	187,200	182,160	182,160	172,200	170,100
	Total	1,281,470	1,308,970	1,268,759	1,274,659	1,248,084	1,245,984
6211	**SMALL TOOL & EQUIPMENT**						
	Misc. Tools, Toolbox	4,000	4,000	3,900	3,900	3,900	3,900
	Replace Weed Whips	325	325	325	325	325	325
	Hammer Drill Replace	390	-	-	-	400	400
	Chain Saw MS 660 Replace	-	950	1,000	1,000	1,000	1,000
	Tree Injection Equipment - Ash EAB	-	-	-	-	2,300	2,300
	Jackhammer Replace	-	1,000	-	-	-	-
	Arrow Board Replace	-	3,200	-	-	-	-
	Tommy Lift Replace	-	2,650	-	-	-	-
	Hand Grinder Replace	-	200	-	-	-	-
	Chain Saw MS 460 Replace	-	850	-	-	-	-
	Chain Saw Replace	400	-	-	-	-	-
	Fairmont Pole Saw Replace	1,800	-	1,850	1,850	-	-
	Cutoff Saw Replace	820	-	-	-	-	-
	Sidewalk Plainer Replace	3,200	-	-	-	-	-
	Fork Grapple Replacement	-	-	4,000	4,000	-	-
	Asphalt Jackhammer Replacement	-	-	875	875	-	-
	Plate Compator Replacement	-	-	2,700	2,700	-	-
	Total	10,935	13,175	14,650	14,650	7,925	7,925
6212	**MOTOR FUELS/OILS**						
	Gas and Diesel Fuel						
	Nolead Fuel 6,546 gal.	18,700	18,787	19,900	19,900	20,360	20,360
	Diesel Fuel 25,000 gal.	62,880	72,250	72,500	72,500	73,600	73,600
	Diesel Road Tax	1,600	1,930	1,930	1,930	1,965	1,965
	Oil	7,500	4,800	4,950	4,950	5,750	5,750
	Total	90,680	97,767	99,280	99,280	101,675	101,675
6214	**CHEMICALS**						
	Street Maintenance Products				225	225	225
	Ash Tree Injection Chems - EAB				-	4,000	4,000
	Total	-	-	-	225	4,225	4,225
6215	**EQUIPMENT - PARTS**						
	Sweeper Brooms	8,000	8,000	8,300	8,300	8,500	8,500
	Mowers/Tractors	2,600	2,600	2,800	2,800	2,800	2,800
	Trucks/Other Vehicles	35,000	36,000	37,000	37,000	37,000	37,000
	Sweepers - Repair Parts	13,500	13,500	13,800	13,800	13,800	13,800
	Stump Grinder Teeth	1,600	1,600	1,600	1,600	1,600	1,600
	Total	60,700	61,700	63,500	63,500	63,700	63,700
6216	**EQUIPMENT - TIRES/BATTERIES**						
	Batteries	2,000	2,000	2,050	2,050	2,050	2,050
	Tires - Vehicles	4,000	4,000	4,100	4,100	4,500	4,500
	Tires - Off Road Tires	-	2,500	2,550	2,550	2,550	2,550
	Tires - Replace for Loader #352	10,000	-	-	-	-	-
	Total	16,000	8,500	8,700	8,700	9,100	9,100
6229	**GENERAL SUPPLIES**						
	3/8" Granit Chips for Pothole Patching	2,500	2,500	2,550	2,550	2,550	2,550
	Bituminous Hot Mix	3,800	3,800	3,900	3,900	3,900	3,900
	Bituminous Cold Mix	1,000	1,000	1,000	1,000	1,000	1,000
	1" Crushed Limestone	1,800	1,800	1,825	1,825	1,825	1,825
	1-1/2" Crushed Rock	1,500	1,500	1,500	1,500	1,500	1,500

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 31: STREET MAINTENANCE - 1600
Public Works Department

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
6229	**GENERAL SUPPLIES CONT.**						
	Sod/ Black Dirt (Sidewalk Repairs)	6,000	6,000	6,100	6,100	6,100	6,100
	Trees for Sidewalk Repair & Ash Replc.	4,000	7,000	7,000	7,000	21,000	21,000
	2014 Begin Ash Tree Program - EAB						
	Hardware & Supplies	3,500	3,500	3,570	3,570	3,570	3,570
	Hydroseed Mulch	2,000	2,000	2,000	2,000	2,000	2,000
	Concrete Sealer - Ring Route & Cedar	7,800	7,800	7,950	7,950	12,000	12,000
	2014 - Begin Maint on Cedar Ave						
	Asphalt Emulsifier	6,000	6,000	6,100	6,100	6,100	6,100
	Safety Equipment	2,000	2,000	2,050	2,050	2,050	2,050
	Grass Seed	800	800	800	800	800	800
	Total	42,700	45,700	46,345	46,345	64,395	64,395
6235	**CONSULTANT SERVICES**						
	Safety (Safety Glasses, hepatitis, respirator, hearing & drug testing)	1,050	1,050	1,050	1,050	1,070	1,070
	Total	1,050	1,050	1,050	1,050	1,070	1,070
6237	**TELEPHONE/PAGERS**						
	Mobile Phones (3@$41/month)	1,290	1,480	1,490	1,490	1,490	1,490
	Total	1,290	1,480	1,490	1,490	1,490	1,490
6239	**PRINTING/PUBLISHING**						
	Work Orders, Advertising, Misc	50	50	50	50	50	50
	Temp No Parking Signs (4th of July)	325	325	330	330	330	330
	DOT Safety Inspection Books	200	200	200	200	200	200
	Total	575	575	580	580	580	580
6240	**C. SERVICE/GARBAGE REMOVAL**						
	Landfill Dumping Fee (SET,rolloff dump, road kill, stump grindings - disposal)	10,000	10,000	10,250	10,250	10,250	10,250
	Leaves - disposal	2,000	2,000	2,050	2,050	2,050	2,050
	Landfill Dumping Fee (street sweepings)	13,000	12,000	12,300	12,300	12,300	12,300
	Total	25,000	24,000	24,600	24,600	24,600	24,600
6249	**OTHER CONTRACTUAL SERVICES**						
	Annual Street Improvement Project	1,598,000	-	-	-	-	-
	Curb,Gutter,Sidewalk Replace/Mud Jack	26,400	25,000	25,600	25,600	25,600	25,600
	STS Crews	13,000	13,000	13,325	13,325	13,325	13,325
	Ring Route Painting	70,000	65,000	65,000	65,000	65,000	65,000
	Colored Concrete Sealing - Ring Route	8,000	8,000	8,000	8,000	8,000	8,000
	Colored Concrete Sealing - Cedar Ave	-	-	-	-	6,500	6,500
	Cedar Avenue Landscape Maint Contract	-	-	-	-	18,000	18,000
	Cedar Avenue Irrigation System Maint	-	-	-	-	7,500	7,500
	RR Misc. (Masonry, Trees, Sidewalks)	10,000	10,000	10,200	10,200	10,200	10,200
	Repair & Resurface Pathways	47,000	47,000	48,000	34,000	45,000	45,000
	Crack Sealing	50,000	75,000	76,800	72,000	-	-
	Shift to Road Improvement Fund						
	Blvd Weed Spraying	-	-	5,000	5,000	5,000	5,000
	Ring Route Colored Concrete Repairs	10,000	-	-	-	-	-
	Seal Coating for Street Maintenance	100,000	-	-	-	-	-
	Total	1,932,400	243,000	251,925	233,125	204,125	204,125
6255	**UTILITIES - ELECTRIC**						
	Galaxie Sprinklers	240	265	275	280	285	285
	Cedar Avenue	-	-	-	100	105	105
	Gallavant Sprinklers	240	265	275	275	280	280
	Total	480	530	550	655	670	670
6257	**UTILITIES -WATER/SEWER**						
	Gallavant/Galaxie Sprinklers	720	745	500	250	260	260
	Cedar Avenue	-	-	400	400	415	415
	Total	720	745	900	650	260	260
6265	**REPAIRS - EQUIPMENT**						
	Heavy Equipment	18,000	18,000	18,500	18,500	18,500	18,500
	2-Way Radios, Pagers	700	700	720	720	720	720
	Paint/Repair Truck frame/box	3,000	3,000	3,000	3,000	3,000	3,000
	3 Bucket Truck Annual Inspections	1,500	1,500	1,550	1,550	1,550	1,550
	Total	23,200	23,200	23,770	23,770	23,770	23,770

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 31: STREET MAINTENANCE - 1600
Public Works Department

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
6275	**SCHOOLS/CONF/EXP - LOCAL**			Formula Error			
	MN APWA / T2 / Snow Plow Seminar	2,000	1,000	1,000	750	750	750
	Supervisor Training	500	500	500	350	350	350
	Total	2,000	1,500	1,000	1,100	1,100	1,100
6277	**MILEAGE/AUTO ALLOWANCE**						
	Car Allowance	3,300	3,300	3,300	3,300	3,600	3,600
	Total	3,300	3,300	3,300	3,300	3,600	3,600
6280	**DUES & SUBSCRIPTIONS**						
	Superintendent Assoc. & Subscription	400	400	400	390	400	400
	Total	400	400	400	390	400	400
6281	**UNIFORM/CLOTHING ALLOWANCE**						
	Uniforms & Boots (14 x $500)	7,000	6,200	6,300	6,350	6,400	6,400
	Total	7,000	6,200	6,300	6,350	6,400	6,400
6310	**RENTAL EXPENSE**						
	4x4 Rear Discharge Mowers (2 x $4,900)	9,800	-	-	-	-	-
	Concrete Trailer	300	300	300	300	300	300
	Total	10,100	300	300	300	300	300
6399	**OTHER CHARGES**						
	Weather Monitor (Upgraded 2003)	2,185	2,271	-	-	-	-
	Street Waste Hauling License	100	100	100	100	100	100
	Total	2,285	2,371	100	100	100	100
6730	**CAPITAL OUTLAY - VEHICLES**						
	Replace 3/4 Ton Pickup 337, $34,000	-	-	-	-	Equip Fund	Equip Fund
	Replace Single Axle 310 Plow, $200,000	-	-	-	-	Equip Fund	Equip Fund
	Replace Single Axle 312 Plow, $200,000	-	-	-	-	-	-
	Replace Tool Cat No. 346, $50,000	-	-	-	-	-	-
	Loader #350 w/ Versatile Blower Replace	-	to equip cert	-	-	-	-
	520 Loadall #363 w/ Plow Replace	-	to equip cert	-	-	-	-
	Z Turn Mower (2 at $16,000 ea.)	-	32,000	-	-	-	-
	Replace Tractor Backhoe #303 ($110,000)	EQUIP FUND	-	-	-	-	-
	Replace Sweeper #331 ($200,000)	EQUIP FUND	-	-	-	-	-
	Replace One Ton Dump Truck #362	40,000	-	-	-	-	-
	Replace 3/4 Ton Pickups (311 and 318)	-	-	68,000	67,500	-	-
	Water Truck - Shared with Parks	-	-	3,800	3,800	-	-
	Replace Loader 336 w/ Versatile Blower	-	-	143,000	-	-	-
	Move to Equipment Certificate	-	-	(143,000)	-	-	-
	Replace Compressor	-	-	14,400	17,500	-	-
	Total	40,000	32,000	86,200	88,800	-	-
6740	**CAPITAL OUTLAY - OTHER ITEMS**						
	Pavement Router for Trail Repairs	11,500	-	-	-	-	-
	Pressure Washer	12,000	-	-	-	-	-
	Screener Bucket Attachment	-	-	-	-	14,400	14,400
	Total	23,500	-	-	-	14,400	14,400
6745	**VEHICLE REPLACEMENT**						
	VERF - Vehicle Repl. Charges	-	-	-	-	344,930	
	Total	-	-	-	-	344,930	-
	Total Net of Personnel	2,294,315	567,493	634,940	618,960	878,815	533,885
	TOTAL EXPENSES	$ 3,575,785	$ 1,876,463	$ 1,903,699	$ 1,893,619	$ 2,126,899	$ 1,779,869

Apple Valley

Notes:

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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 2014

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 2010	Actual 2011	Actual 2012	Projected 2013	Projected 2014
Number of Lane Miles Maintained	407	408	409	409	410
Number of Snow/Ice Events per Year	30	42	24	44	35
Tons of Salt Material Used	1,950	3,000	1,380	2,400	2,400

		Regular Status Personnel Schedule –FTE's		
Position Title	Adopted 2011	Adopted 2012	Adopted 2013	Proposed 2014
None – Overtime Only	N/A	N/A	N/A	N/A

	Temporary Status Personnel Schedule			
Position Title	Adopted 2011	Adopted 2012	Adopted 2013	Proposed 2014
None				

Summary Budget Department 32 Snow & Ice Removal (Overtime)							
	2010 Actual	2011 Adopted	2011 Actual	2012 Adopted	2012 Actual	2013 Adopted	2014 Proposed
Expenditures:							
Salaries & Wages	163,118	136,350	117,751	137,538	76,892	136,174	135,000
Emp. Benefits	28,268	28,266	20,622	28,477	13,575	28,352	28,108
Supplies	195,145	174,605	171,679	207,140	160,870	195,125	184,695
Contractual Serv.	13,459	16,700	7,810	15,800	1,630	15,800	15,150
Training/Travel/Dues	1,749	1,600	1,843	1,600	1,699	1,600	1,650
Total Exp	401,739	357,521	319,705	390,555	254,666	377,051	364,603
Net addition to (use of) general revenues	(401,739)	(357,521)	(319,705)	(390,555)	(254,666)	(377,051)	(364,603)

Note: The 2011/2012 winter season produced below average snow fall volumes

2014 Capital Outlay:

None

City of Apple Valley
Budget Summary
2014 Budget
SNOW & ICE REMOVAL

Object Account	2011 Actual	2012 Council Adopted Amended Budget	2012 Actual	2013 Council Adopted Original Budget	06/30/13 YTD Actual	2014 Dept Proposed	2014 Admin Recomm
6110 - SALARY-REGULAR EMPLOYEES	-606		0		0		
6113 - OVERTIME-REGULAR EMPLOYEES	121,159	135,000	79,657	135,000	107,485	135,000	135,000
6122 - COMP REQUEST	-2,802		-2,765		0		
6123 - SALARY-OTHER		2,538		1,174		0	0
6105 - SALARIES AND WAGES	117,751	137,538	76,892	136,174	107,485	135,000	135,000
6138 - MEDICARE	1,646	1,994	1,092	1,975	1,537	1,958	1,958
6139 - FICA	7,037	8,527	4,669	8,443	6,571	7,161	8,370
6141 - PENSIONS-PERA	8,581	9,972	5,575	9,873	7,793	9,788	9,788
6142 - WORKERS COMPENSATION	3,358	7,984	2,239	8,061	3,381	7,992	7,992
6125 - EMPLOYEE BENEFITS	20,622	28,477	13,575	28,352	19,282	26,899	28,108
6100 - TOTAL PERSONNEL SERVICES	138,373	166,015	90,467	164,526	126,767	161,899	163,108
6215 - EQUIPMENT-PARTS	8,725	28,000	25,797	16,175	20,804	15,725	15,725
6229 - GENERAL SUPPLIES	162,954	179,140	135,073	178,950	159,310	168,970	168,970
6205 - SUPPLIES	171,679	207,140	160,870	195,125	180,114	184,695	184,695
6237 - TELEPHONE/PAGERS	51	0	0	0	0	0	0
6238 - POSTAGE/UPS/FEDEX	10		0		0		
6249 - OTHER CONTRACTUAL SERVICES	7,749	15,800	1,630	15,800	41	15,150	15,150
6230 - CONTRACTUAL SERVICES	7,810	15,800	1,630	15,800	41	15,150	15,150
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	1,600	1,600	1,600	1,600	100	1,650	1,650
6277 - MILEAGE/AUTO ALLOWANCE	243		99		157		
6270 - TRAINING/TRAVEL/DUES	1,843	1,600	1,699	1,600	257	1,650	1,650
6200 - TOTAL OPERATING COSTS	181,333	224,540	164,199	212,525	180,412	201,495	201,495
6001 - EXPENDITURES	319,706	390,555	254,666	377,051	307,178	363,394	364,603

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

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

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
	SALARIES						
6110	Regular Employees						
6111	Salary-Parttime						
6112	Salary-Seasonal Temp						
6113	Overtime - Regular	135,000	135,000	135,000	135,000	135,000	135,000
6114	Overtime - Temp						
6123	Salaries - Other	1,350	2,538	1,174	1,174	-	-
6138	Medicare	1,977	1,994	1,975	1,975	1,958	1,958
6139	FICA	8,454	8,527	8,443	8,443	7,161	8,370
6141	Pension - PERA	9,885	9,972	9,873	9,873	9,788	9,788
6142	Work Comp Ins	7,950	7,984	8,061	8,061	7,992	7,992
6144	Long-Term Disability Insurance						
6145	Hospital & Life Insurance						
	Total	164,616	166,015	164,525	164,525	161,898	163,107
6215	**EQUIPMENT - PARTS**						
	Tire Chains		4,000	4,000	4,000	2,200	2,200
	Plow Cutting Edges	8,000	8,000	8,150	8,150	10,000	10,000
	Backup Alarms/Light Bars	1,000	1,000	1,025	1,025	1,025	1,025
	Additive Tank	-	-	3,000	3,000		
	Connect Salt Brine to new Wash Bay	-	-	-	-	2,500	2,500
	Anti-Icing Distributor	500	15,000	-	-	-	-
	Total	9,500	28,000	16,175	16,175	15,725	15,725
6229	**GENERAL SUPPLIES**						
	Salt for Ice Control	96,450	98,243	99,500	99,500	101,695	101,695
	Clear Lane	66,480	67,338	66,000	66,000	60,775	60,775
	Anti-Icing Additives	2,175	2,175	2,450	2,450	6,500	6,500
	Sales Tax (Salt)	-	11,384	11,000	11,000	-	-
	Total	165,105	179,140	178,950	178,950	168,970	168,970
6249	**OTHER CONTRACTUAL SERVICES**						
	Contract Snow Removal Equip	1,200	1,000	1,000	-	1,000	1,000
	Plow Damage Sod Repairs	8,500	7,800	7,800	7,000	7,150	7,150
	Trucking	7,000	7,000	7,000	-	7,000	7,000
	Total	16,700	15,800	15,800	7,000	15,150	15,150
6275	**SCHOOL/CONF/EXP - LOCAL**						
	Snow Removal School-DCTC	1,600	1,600	1,600	1,600	1,650	1,650
	Total	1,600	1,600	1,600	1,600	1,650	1,650
	Total Net of Personnel	192,905	224,540	212,525	203,725	201,495	201,495
	TOTAL EXPENSES	$ 357,521	$ 390,555	$ 377,051	$ 368,250	$ 363,394	$ 364,603

Apple Valley

Notes:

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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 2014

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 2010	Actual 2011	Actual 2012	Projected 2013	Projected 2014
Total Number of Street Signs	4,825	4,850	4,850	4,875	4,875
Number of Signs Replaced	400	460	673	550	550
Feet of Markings Repainted	171,500	250,000	236,000	250,000	250,000

STAFFING

		Regular Status Personnel Schedule –FTE's		
Position Title	Adopted 2011	Adopted 2012	Adopted 2013	Adopted 2014
Technical Specialist Existing position transferred from Streets Division 1600	0	0	.75	1

		Temporary Status Personnel Schedule		
Position Title	Adopted 2010	Adopted 2011	Adopted 2012	Adopted 2013
None	0	0	0	0

Summary Budget Department 33 - Traffic Signs/Signals/Markers							
	2010 Actual	2011 Adopted	2011 Actual	2012 Adopted	2012 Actual	2013 Adopted	2014 Proposed
Expenditures:							
Salaries & Wages	40,761		42,470	-	62,073	45,000	57,283
Emp. Benefits	2,049		2,550	-	9,449	-	22,593
Supplies	28,517	46,815	41,990	50,964	59,126	52,045	49,035
Contractual Serv.	26,864	82,100	29,850	81,800	19,299	81,450	76,335
Repairs & Maint.	779	1,300	-	-	75	-	850
Other Exp.	(7)	600	-	600	-	600	500
Capital outlay	6,477	-	-	-		-	-
Total Exp	105,440	130,815	116,860	133,364	150,022	179,095	206,596
Net addition to (use of) general revenues	(105,440)	(130,815)	(116,860)	(133,364)	(150,022)	(179,095)	(206,596)

Capital Outlay : none

City of Apple Valley
Budget Summary
2014 Budget
TRAFFIC SIGNS/SIGNALS/MARKERS

Object Account	2011 Actual	2012 Council Adopted Amended Budget	2012 Actual	2013 Council Adopted Original Budget	06/30/13 YTD Actual	2014 Dept Proposed	2014 Admin Recomm
6110 - SALARY-REGULAR EMPLOYEES	41,947		61,107	0	21,755	56,160	56,160
6111 - SALARY PART-TIME				45,000		0	0
6112 - SALARY-SEASONAL TEMP	524		787		3,688		
6113 - OVERTIME-REGULAR EMPLOYEES	0		179		115		
6123 - SALARY-OTHER						1,123	1,123
6105 - SALARIES AND WAGES	42,471		62,073	45,000	25,558	57,283	57,283
6138 - MEDICARE	8		574		378	831	831
6139 - FICA	33		2,453		1,615	3,552	3,552
6141 - PENSIONS-PERA	0		2,818		1,831	4,153	4,153
6142 - WORKERS COMPENSATION	2,517		3,605		1,511	3,391	3,391
6144 - LONG-TERM DISABILITY INSURANCE						166	166
6145 - MEDICAL INSURANCE						10,800	10,500
6125 - EMPLOYEE BENEFITS	2,557		9,449		5,335	22,893	22,593
6100 - TOTAL PERSONNEL SERVICES	45,027		71,522	45,000	30,893	80,176	79,876
6211 - SMALL TOOLS & EQUIPMENT	7,301	1,250	12,349	1,925	0	1,650	1,650
6212 - MOTOR FUELS/OILS		3,014		3,120	1,630	3,185	3,185
6215 - EQUIPMENT-PARTS	1,492	3,000	1,291	3,000	0	3,000	3,000
6229 - GENERAL SUPPLIES	34,688	43,700	45,486	44,000	9,733	41,200	41,200
6205 - SUPPLIES	43,482	50,964	59,126	52,045	11,363	49,035	49,035
6238 - POSTAGE/UPS/FEDEX	0		29		0		
6239 - PRINTING	204		214		0	220	220
6249 - OTHER CONTRACTUAL SERVICES	42,093	81,800	19,057	81,450	28,529	76,115	76,115
6230 - CONTRACTUAL SERVICES	42,297	81,800	19,299	81,450	28,529	76,335	76,335
6265 - REPAIRS-EQUIPMENT	192	0	712	0	0	850	850
6269 - REPAIRS-OTHER	-302		-637		0		
6260 - REPAIRS AND MAINTENA	-110	0	75	0	0	850	850
6200 - TOTAL OPERATING COSTS	85,668	132,764	78,500	133,495	39,892	126,220	126,220
6310 - RENTAL EXPENSE	0	600	0	600	0	500	500
6300 - TOTAL OTHER EXPENDITURES	0	600	0	600	0	500	500
6001 - EXPENDITURES	130,696	133,364	150,022	179,095	70,785	206,896	206,596

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

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

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
	SALARIES						
6110	Regular Employees	-	-	45,000	45,000	56,160	56,160
6113	Overtime - Reg	-	-	-	-		
6123	Salaries - Other	-	-	-	-	1,123	1,123
6138	Medicare	-	-	-	-	831	831
6139	FICA	-	-	-	-	3,552	3,552
6141	Pension - PERA	-	-	-	-	4,153	4,153
6142	Worker's Compensation	-	-	-	-	3,391	3,391
6144	Long-Term Disability Insurance	-	-	-	-	166	166
6145	Hospital & Life Insurance	-	-	-	-	10,800	10,500
	Total	-	-	45,000	45,000	80,176	79,876
6211	**SMALL TOOLS**						
	Replace Power Tool on Sign Truck	325	-	-	-	400	400
	General Tools for Sign Install - Replace	500	250	375	375	375	375
	Post Pounder Replace	-	1,000	-	-	-	-
	Mobile Computer Docking for Vehicle	-	-	-	-	425	425
	Cartegraph License Purchase	-	-	400	400	450	450
	Labtop Computer	-	-	1,150	1,500	-	-
	Total	825	1,250	1,925	2,275	1,650	1,650
6212	**MOTOR FUELS/OILS**						
	Nolead Fuel - Unit 338	2,890	3,014	3,120	3,120	3,185	3,185
	Total	2,890	3,014	3,120	3,120	3,185	3,185
6215	**EQUIPMENT PARTS**						
	Vehicle Parts - Unit 338	0	0	800	800	800	800
	Signal Parts, Circuit Bds, Loop Detectors	3,000	3,000	2,200	2,200	2,200	2,200
	Total	3,000	3,000	3,000	3,000	3,000	3,000
6229	**GENERAL SUPPLIES**						
	Crosswalk Striping Paint	1,200	1,200	1,200	1,200	1,200	1,200
	Street Name Plate Replacement	3,000	3,000	3,050	3,050	3,100	3,100
	Post - Traffic Signs	3,000	3,000	3,075	3,075	3,075	3,075
	Bracket & Misc Hardware	1,500	1,500	1,525	1,525	1,525	1,525
	Traffic Control Signs	15,600	15,000	15,400	15,400	15,400	15,400
	Project Signs, Brackets, Posts Replace	10,000	10,000	10,250	10,250	10,250	10,250
	Replace Traffic Counters	3,600	10,000	9,500	9,500	6,000	6,000
	(22 over 3 yrs @ 1,250 ea)					-	-
	Replace Counter Batteries (Resume '15)	1,200	-	-	-	-	-
	Counter Cover (Resume '15)	1,000	-	-		-	-
	Traffic Cones and Temp Traffic Control	-	-	-	-	650	650
	Total	40,100	43,700	44,000	44,000	41,200	41,200
6239	**PRINTING**						
	Forms, Temp Signs	-	-	-	220	220	220
	Total	-	-	-	220	220	220
6249	**OTHER CONTRACTUAL SERVICES**						
	Street Striping - JPA	13,000	13,000	11,500	27,000	27,850	27,850
	Street Striping - Contract	19,000	18,000	18,000	-	-	-
	Signal Maint - Dakota Co Agreement	15,600	16,800	17,200	18,960	19,500	19,500
	Semaphore Painting (2 per year)	16,000	16,000	16,000	16,000	15,000	15,000
	Traffic Signal Rehab & Repairs	18,500	18,000	18,000	13,000	13,000	13,000
	Cartegraph Maintenance Fee	-	-	750	750	765	765
	Total	82,100	81,800	81,450	75,710	76,115	76,115
6265	**REPAIRS - EQUIPMENT**						
	Traffic Counters (resume exp 2014)	1,300	-	-		850	850
	Total	1,300	-	-	-	850	850

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

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

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
6310	**RENTAL EXPENSE**						
	Coring Drill Rental	600	600	600	500	500	500
	Total	600	600	600	500	500	500
6730	**CAPITAL OUTLAY - VEHICLES**						
	None	-	-	-	-	-	-
	Total	-	-	-	-	-	-
	Total Net of Personnel	130,815	133,364	134,095	128,825	126,720	126,720
	TOTAL EXPENSES	130,815	133,364	179,095	173,825	206,896	206,596

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 2014

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

	2011	2012	2013	2014
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	✓	✓	✓	✓
• Celebration of Spring	✓	✓		
Support Parks and Recreation Advisory Committee:				
• Number of public meetings:	5	5	5	5
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
• Aquatic Center & Redwood Pool users	68,073	71,582	72,000	72,000
• Teen center and JCRP users	330,000	280,000	280,000	280,000
• Hours of Community Center use	Not Available	9,528	9,000	9,000
• Hours of Ice Time Used	2,082	2,140	2,450	2,450
• Rounds of Golf played at Valleywood	31,123	33,612	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	Adopted 2010	Adopted 2011	Adopted 2012	Adopted 2013	Proposed 2014
Parks and Recreation Director	1	1	1	1	1
Recreation Superintendent	1	1	1	1	1
Recreation Supervisor II	3.33	3.25	3.25	3.25	3.0
Department Assistant	1	1	1	1	1
Department Specialist	1	1	1	1	1
Custodian	.75	.75	.75	.75	.75

	Temporary Status Personnel Schedule –(# hours)				
Position Title	Adopted 2010	Adopted 2011	Adopted 2012	Adopted 2013	Proposed 2014
Seasonal	1560	1560	1560	1560	1560

Summary Budget
Department 37 - Park/Recreation Administration

	2010 Actual	2011 Adopted	2011 Actual	2012 Adopted	2012 Actual	2013 Adopted	2014 Proposed
Expenditures:							
Salaries & Wages	537,128	550,410	551,578	558,687	532,727	560,535	564,328
Emp. Benefits	141,343	165,024	145,698	165,254	126,304	162,682	157,474
Supplies	3,536	4,700	1,654	4,700	4,737	4,700	4,700
Contractual Serv.	62,877	72,000	68,160	65,000	59,129	70,500	65,100
Repairs & Maint.	1,079	3,000	1,141	2,500	2,324	2,600	2,600
Training/Travel/Dues	19,926	20,950	15,268	23,150	16,357	19,150	20,150
Other Exp.	38,864	44,450	39,777	42,700	52,456	42,700	60,900
Misc	6,347	5,000	5,991	6,500	2,469	6,500	-
Total Exp	811,100	865,534	829,267	868,491	796,503	869,367	875,252
Net addition (use) of general revenues	(811,100)	(865,534)	(829,267)	(868,491)	(796,503)	(869,367)	(875,252)

2014 CAPITAL OUTLAY

None

City of Apple Valley
Budget Summary
2014 Budget
PARK/RECREATION ADMINISTRATION

Object Account	2011 Actual	2012 Council Adopted Amended Budget	2012 Actual	2013 Council Adopted Original Budget	06/30/13 YTD Actual	2014 Dept Proposed	2014 Admin Recomm
6110 - SALARY-REGULAR EMPLOYEES	494,488	473,567	478,460	483,485	241,627	475,009	475,009
6111 - SALARY PART-TIME	53,575	58,412	50,047	61,823	28,890	59,139	59,139
6112 - SALARY-SEASONAL TEMP		15,028		0		15,028	15,028
6113 - OVERTIME-REGULAR EMPLOYEES	1,578	1,030	1,425	1,030	1,045	1,030	1,030
6114 - OVERTIME PART-TIME EMPLOYEES	0		8		0		
6121 - INSURANCE CASH BENEFIT	1,937		2,788		1,515		
6123 - SALARY-OTHER		10,650		14,197		14,122	14,122
6105 - SALARIES AND WAGES	551,578	558,687	532,727	560,535	273,077	564,328	564,328
6138 - MEDICARE	7,477	8,101	7,133	8,128	3,919	8,183	8,183
6139 - FICA	31,229	34,397	30,388	34,753	16,758	34,562	34,562
6141 - PENSIONS-PERA	37,474	39,415	32,423	40,561	19,688	39,824	39,824
6142 - WORKERS COMPENSATION	4,447	3,582	3,728	4,120	2,065	3,890	3,890
6144 - LONG-TERM DISABILITY INSURANCE	1,320	1,399	1,130	1,440	679	1,415	1,415
6145 - MEDICAL INSURANCE	55,111	78,360	44,043	73,680	32,290	70,800	69,600
6146 - DENTAL INSURANCE	3,486	0	3,016	0	1,988	0	0
6147 - LIFE INSURANCE-BASIC	69	0	61	0	34	0	0
6148 - LIFE INSURANCE-SUPP/DEPEND	5,085	0	4,381	0	1,396	0	0
6125 - EMPLOYEE BENEFITS	145,698	165,254	126,304	162,682	78,816	158,674	157,474
6100 - TOTAL PERSONNEL SERVICES	697,276	723,941	659,030	723,217	351,893	723,002	721,802
6210 - OFFICE SUPPLIES	1,530	2,250	1,541	2,250	711	2,250	2,250
6211 - SMALL TOOLS & EQUIPMENT	0		258		0		
6215 - EQUIPMENT-PARTS	98	200	105	200	20	200	200
6229 - GENERAL SUPPLIES	26	2,250	2,833	2,250	576	2,250	2,250
6205 - SUPPLIES	1,654	4,700	4,737	4,700	1,307	4,700	4,700
6235 - CONSULTANT SERVICES	1,317	3,000	7,608	3,000	0	6,000	6,000
6237 - TELEPHONE/PAGERS	2,796	2,500	2,459	3,000	1,045	3,000	3,000
6238 - POSTAGE/UPS/FEDEX	9,258	12,000	6,277	11,000	6,372	11,000	11,000
6239 - PRINTING	44,172	44,000	42,785	50,000	17,156	50,000	41,600
6249 - OTHER CONTRACTUAL SERVICES	10,617	3,500	0	3,500	0	3,500	3,500
6230 - CONTRACTUAL SERVICES	68,160	65,000	59,129	70,500	24,573	73,500	65,100
6265 - REPAIRS-EQUIPMENT	1,141	2,500	2,324	2,600	1,170	2,600	2,600
6260 - REPAIRS AND MAINTENA	1,141	2,500	2,324	2,600	1,170	2,600	2,600
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	2,988	3,000	563	3,000	1,161	3,000	3,000
6276 - SCHOOLS/CONFERENCES/EXP OTHER	54	6,000	5,591	2,000	0	6,000	4,000
6277 - MILEAGE/AUTO ALLOWANCE	7,783	8,200	5,934	8,200	2,592	8,200	8,200
6278 - SUBSISTENCE ALLOWANCE	250	750	0	750	0	750	500
6279 - EDUCATION ASSISTANCE	0	250	0	250	0	0	0
6280 - DUES & SUBSCRIPTIONS	3,421	4,100	3,289	4,100	3,316	4,100	3,600
6281 - UNIFORM/CLOTHING ALLOWANCE	771	850	980	850	574	850	850
6270 - TRAINING/TRAVEL/DUES	15,268	23,150	16,357	19,150	7,643	22,900	20,150
6200 - TOTAL OPERATING COSTS	86,223	95,350	82,547	96,950	34,693	103,700	92,550
6310 - RENTAL EXPENSE	4,490	6,250	5,061	6,250	1,926	6,250	6,250
6333 - GENERAL-CASH DISCOUNTS	-81		-15		-7		
6351 - VISA/BANK CHARGES					891	2,750	2,750
6355 - ONLINE REGISTRATION FEES	2,589		12,242		6,255	14,000	14,000
6399 - OTHER CHARGES	35,368	36,450	35,168	36,450	35,701	37,900	37,900
6301 - OTHER EXPENDITURES	42,365	42,700	52,456	42,700	44,766	60,900	60,900
6300 - TOTAL OTHER EXPENDITURES	42,365	42,700	52,456	42,700	44,766	60,900	60,900
6425 - VISA/BANK CHARGES	5,991	6,500	2,469	6,500	0	0	0
6401 - VISA / BANK CHARGES	5,991	6,500	2,469	6,500	0	0	0
6001 - EXPENDITURES	831,856	868,491	796,503	869,367	431,352	887,602	875,252

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 37: PARK/RECREATION ADMINISTRATION - 1700

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
	SALARIES						
6110	Regular Employees	472,649	473,567	483,485	483,485	475,009	475,009
6111	Salary-Parttime	55,728	58,412	61,823	61,823	59,139	59,139
6112	Salary-Seasonal Temp	15,028	15,028	-	-	15,028	15,028
6113	Overtime - Reg	1,030	1,030	1,030	1,030	1,030	1,030
6123	Salaries - Other	5,975	10,650	14,197	14,197	14,122	14,122
6138	Medicare	7,981	8,101	8,128	8,128	8,183	8,183
6139	FICA	34,125	34,397	34,753	34,753	34,562	34,562
6141	Pension - PERA	38,804	39,415	40,561	40,561	39,824	39,824
6142	Work Comp Ins	3,650	3,582	4,120	4,120	3,890	3,890
6144	Long-term Disability Insurance	1,384	1,399	1,440	1,440	1,415	1,415
6145	Hospital & Life Insurance	79,080	78,360	73,680	73,680	70,800	69,600
	Total	715,434	723,941	723,217	723,217	723,002	721,802
6210	**OFFICE SUPPLIES**	2,250	2,250	2,250	2,250	2,250	2,250
	Total	2,250	2,250	2,250	2,250	2,250	2,250
6211	**SMALL TOOLS & EQUIPMENT**						
	Total	-	-	-	-	-	-
6215	**EQUIPMENT - PARTS**	200	200	200	200	200	200
	Total	200	200	200	200	200	200
6229	**GENERAL SUPPLIES**						
	Youth Athletic Association	750	750	750	750	750	750
	Administration	750	750	750	750	750	750
	Desk & Chairs	750	750	750	750	750	750
	Total	2,250	2,250	2,250	2,250	2,250	2,250
6235	**CONSULTANT SERVICES**						
	Technical Asst. Park Development	3,000	3,000	3,000	3,000	6,000	6,000
	Total	3,000	3,000	3,000	3,000	6,000	6,000
6237	**TELEPHONE**						
	Miscellaneous	1,000	2,500	3,000	3,000	3,000	3,000
	Total	1,000	2,500	3,000	3,000	3,000	3,000
6238	**POSTAGE/UPS/FEDEX**						
	Mail Brochures	14,500	12,000	11,000	11,000	11,000	11,000
	Total	14,500	12,000	11,000	11,000	11,000	11,000
6239	**PRINTING/PUBLISHING**						
	Regular/Annual Publications	50,000	44,000	50,000	50,000	50,000	45,000
	Sales Tax Savings						(3,400)
	Total	50,000	44,000	50,000	50,000	50,000	41,600
6249	**OTHER CONTRACTUAL SERVICES**						
	Coaching Certification	1,000	1,000	1,000	1,000		
	Facility Access					1,000	1,000
	Arts, Cultural Program	1,000	1,000	1,000	1,000	1,000	1,000
	Disabled Program - Interpreters, Aids	1,500	1,500	1,500	1,500	1,500	1,500
	Total	3,500	3,500	3,500	3,500	3,500	3,500
6265	**REPAIRS - EQUIPMENT**						
	Multi-use	3,000	2,500	2,600	2,600	2,600	2,600
	Total	3,000	2,500	2,600	2,600	2,600	2,600
6275	**SCHOOL/CONF/EXP - LOCAL**	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

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 37: PARK/RECREATION ADMINISTRATION - 1700

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
6276	**SCHOOL/CONF/EXP - OTHER**						
	Park & Rec Conf. - Director	2,000	2,000			2,000	2,000
	Park & Rec Mgmt. School - Director	2,000	2,000	2,000	2,000	2,000	2,000
	Park & Rec Mgmt. School - Rec Supintendent		2,000			2,000	2,000
	reduce overall						(2,000)
	Total	4,000	6,000	2,000	2,000	6,000	4,000
6277	**MILEAGE ALLOWANCE**						
	Car Allowance	3,300	3,300	3,300	3,300		
	Staff mileage	4,900	4,900	4,900	4,900	8,200	8,200
	Total	8,200	8,200	8,200	8,200	8,200	8,200
6278	**SUBSISTANCE ALLOWANCE**	750	750	750	750	750	500
	Total	750	750	750	750	750	500
6279	**EDUCATION ASSISTANCE**	250	250	250	-		
	Total	250	250	250	-	-	-
6280	**DUES & SUBSCRIPTIONS**						
	MRPA, NRPA	3,900	4,100	4,100	4,100	4,100	3,600
	Total	3,900	4,100	4,100	4,100	4,100	3,600
6281	**UNIFORMS/CLOTHING ALLOWANCE**	850	850	850	850	850	850
	Total	850	850	850	850	850	850
6310	**RENTAL EXPENSE**						
	Copier	8,000	6,250	6,250	6,250	6,250	6,250
	Total	8,000	6,250	6,250	6,250	6,250	6,250
6355	**ON-LINE REGISTRATION FEES**				13,500	14,000	14,000
	Total	-	-	-	13,500	14,000	14,000
6399	**OTHER CHARGES**						
	Volunteer Program	250	250	250	250	1,000	1,000
	4th of July Fireworks	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
	4th of July Rental	1,200	1,200	1,200	1,200	1,900	1,900
	Total	36,450	36,450	36,450	36,450	37,900	37,900
6351	**BANK CHARGE FEES**						
	VISA/Bank charges	5,000	6,500	6,500	2,750	2,750	2,750
	Total	5,000	6,500	6,500	2,750	2,750	2,750
6740	**CAPITAL OUTLAY - OTHER ITEMS**						
	Registration Software Upgrade						
	Total	-	-	-	-	-	-
	Total Net of Personnel	150,100	144,550	146,150	155,650	164,600	153,450
	TOTAL EXPENSES	$ 865,534	$ 868,491	$ 869,367	$ 878,867	$ 887,602	$ 875,252

Apple Valley

Notes:

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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.

OJECTIVES FOR 2014

- Alimagnet forest restoration.- Comprehensive Key 1 – Sustainable
- Develop Cortland addition park. - Comprehensive Plan Key 6 - Play and Preserve and Key 7 - Healthy and Active
- Construct parking lot at Kelley Park- Comprehensive Plan Key 6 - Play and Preserve and Key 7 - Healthy and Active
- Provide new floating dock for Cobblestone - Comprehensive Plan Key 6 - Play and Preserve and Key 7 - Healthy and Active
- Continue process of replacing wooden timber playground borders with plastic edging. - Comprehensive Plan Key 6 - Play and Preserve and Key 7 - Healthy and Active
- 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
- Replace Hockey Rinks @ JCRPW. Comprehensive Plan Key 6 – Play and Preserve and Key 7 – Healthy and Active.
- Repair and chip seal Hayes lots. - Comprehensive Plan Key 5 – Safe, Key 6 – Play and Preserve and Key 7 – Healthy and Active.
- Continue Additions of Wildflowers to Robert L. Erickson Park. - Comprehensive Key 1 – Sustainable, Plan Key 6 – Play and Preserve, and Key 7 – Healthy and Active.
- Plant 100 additional trees in the Park System. Comprehensive Plan Key 1 – Sustainable.

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	2010 Actual	% of total Dept	2011 Actual	% of total Dept	2012 Actual	% of total Dept
1710 Park Management	669,287	29.6%	720,945	30.5%	570,893	25%
1715 /1780 Athletic Fields	365,987	16.2%	408,277	17.3%	292,002	13%
1720/1170/1760 Park Grounds	588,361	26.0%	566,171	23.9%	52,3158	27%
1725 Ice Rinks	59,887	2.7%	49,730	2.1%	6,2861	3%
1730 Park Shelter/Bldgs	163,603	7.2%	175,691	7.4%	23,8882	11%
1735 Playground Structures	18,077	0.8%	12,256	0.5%	17,189	1%
1740 Sidewalk,Pathway, Lot Maint/Plowing	91,829	4.1%	80,048	3.4%	39,870	2%
1745 Court/Game Areas	11,654	0.5%	10,506	0.4%	9,001	0%
1750 Swimming Pools	37,614	1.7%	43,968	1.9%	54,288	2%
1755 Recreation Support	4,032	0.2%	6,839	0.3%	5,785	0%
1765 Equipment	196,507	8.7%	240,906	10.2%	208,834	9%
1775 Training	9,899	0.4%	7,466	0.3%	8,498	0%
1785 Other Dept. Support	43,014	1.9%	41,906	1.8%	19,749	1%
Total Park Maint dept.	**2,259,751**	**100.0%**	**2,364,709**	**100.0%**	**2,225,781**	**100.0%**

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Actual 2010	Actual 2011	Actual 2012	Estimated 2013	Projected 2014
Total Parkland Acres	675	675	675	675	675
Athletic Field Maintenance					
Athletic Fields	105	105	105	105	105
Park Grounds Maintenance					
Managed Turf	282 acres/wk	282 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
Park Shelter/Bldg Maint.					
Park Shelters/Buildings	23	24	24	24	24
Playground Structure Maint.					
Playgrounds	49	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
Swimming Facilities	2	2	2	2	2
Outdoor Court & Game Area Maint					
Pickleball Courts	0	0	0	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	Adopted 2010	Adopted 2011	Adopted 2012	Adopted 2013	Proposed 2014
Park Maintenance Superintendent	1	1	1	1	1
Park Foreman	3	3	3	3	3
Tech Specialist	4	5	5	5	5
Park Maintenance I / II	8	6	7	7	6.5

	Temporary Status Personnel Schedule –(# positions Part Time)				
Position Title	Actual 2010	Actual 2011	Adopted 2012	Adopted 2013	Proposed 2014
PT Supervisor	494	829	800	800	800
Seasonal Maint 1	13930	14,671	14,700	14,700	14,700
Seasonal Maint 2	5142	2,274	2,300	2,300	2,300
	17,774	17,800	17,800	17,800	17,800

Summary Budget
Department 38 - Park Maintenance

	2010 Actual	2011 Adopted	2011 Actual	2012 Adopted	2012 Actual	2013 Adopted	2014 Proposed
Expenditures:							
Salaries & Wages	1,102,569	1,082,306	1,076,004	1,048,910	1,045,567	1,109,540	1,126,415
Emp. Benefits	342,251	350,708	356,238	360,871	355,763	375,485	394,175
Supplies	284,305	306,900	311,907	305,800	299,367	312,110	304,300
Contractual Serv.	149,573	155,150	131,684	139,700	138,570	146,000	168,000
Utilities	212,558	211,000	224,002	221,000	271,947	224,000	234,000
Repairs & Maint.	35,915	37,000	63,674	35,000	36,934	49,000	85,900
Training/Travel/Dues	9,670	11,600	10,167	10,500	13,152	13,000	12,500
Other Exp.	72,884	82,400	70,283	67,000	51,022	72,000	75,000
Capital outlay	50,026	120,700	120,751	37,000	39,650	142,500	107,000
Total Exp	2,259,751	2,357,764	2,364,710	2,225,781	2,251,972	2,443,635	2,507,290
Net addition (use) of general revenues	(2,259,751)	(2,357,764)	(2,364,710)	(2,225,781)	(2,225,781)	(2,443,635)	(2,507,290)

2014 CAPITAL OUTLAY

	Funded in operating Budget	Funded in Equipment Certificate Fund
New Cobblestone Floating Dock	45,000	-
Two Replacement Rinks at JCRPW	25,000	-
Alimagnet Park Grant Match	20,000	-
Spare Irrigation Pump for JCRPE	3,000	-
Wildwood Picnic Shelter	10,000	-
Replace A/C unit@ Quarry Pt Park	4,000	-
This equipment funding moved to Equipment Certificate Fund		-

Replace #218 2006 GM 4700-D	-	54,000
Park Maintenance Capital Outlay Continued		
Replace #220 2007 GM 4700-D	-	54,000
Replace #225 2004 Dodge Quad Cab	-	23,000
Replace #230 2004 4x4 One Ton & Plow	-	39,000
Replace #249 2004 4x4 One Ton & Plow	-	39,000
Replace #250 2004 4x4 One Ton & Plow	-	39,000
Replace #255 2008 Kawasaki Mule	-	13,500
Replace #257 2004 Cushman Truckster	-	25,000
Replace #256 1997 Smithco Grass Sweeper	-	23,000
	-	
	$ 107,000	$309,500

These Items were moved out for future discussion as funding is available in Park Dedication Fund or other sources:

Parking Lot for Kelley Park	80,000
Cortland Development Tennis Court	120,000
Cortland Development Playstructure	60,000
Cortland Development Landscape/Seed	60,000

City of Apple Valley
Budget Summary
2014 Budget
PARK MAINTENANCE

Object Account	2011 Actual	2012 Council Adopted Amended Budget	2012 Actual	2013 Council Adopted Original Budget	06/30/13 YTD Actual	2014 Dept Proposed	2014 Admin Recomm
6110 - SALARY-REGULAR EMPLOYEES	859,688	806,404	826,183	862,295	426,122	882,270	882,270
6111 - SALARY PART-TIME			350		0		
6112 - SALARY-SEASONAL TEMP	187,574	181,500	190,864	185,000	67,854	181,500	181,500
6113 - OVERTIME-REGULAR EMPLOYEES	46,227	45,000	39,407	45,000	32,171	45,000	45,000
6121 - INSURANCE CASH BENEFIT	4,676		4,299		1,856		
6122 - COMP REQUEST	-22,225		-15,562		-12,240		
6123 - SALARY-OTHER		16,006		17,245		17,645	17,645
6124 - OVERTIME-SEASONAL TEMP	64		25		0		
6105 - SALARIES AND WAGES	1,076,004	1,048,910	1,045,567	1,109,540	515,763	1,126,415	1,126,415
6138 - MEDICARE	15,302	15,209	15,287	16,088	7,143	16,333	16,333
6139 - FICA	65,427	65,032	65,365	68,791	30,542	65,746	69,838
6141 - PENSIONS-PERA	67,618	62,887	65,412	63,767	32,339	68,506	68,506
6142 - WORKERS COMPENSATION	27,457	28,160	26,478	23,409	13,744	25,688	25,688
6144 - LONG-TERM DISABILITY INSURANCE	2,624	2,383	2,663	2,550	1,305	2,610	2,610
6145 - MEDICAL INSURANCE	162,006	187,200	162,989	200,880	101,534	212,700	211,200
6146 - DENTAL INSURANCE	12,965		14,432		7,341		
6147 - LIFE INSURANCE-BASIC	189		189		88		
6148 - LIFE INSURANCE-SUPP/DEPEND	2,650		2,947		1,339		
6125 - EMPLOYEE BENEFITS	356,238	360,871	355,763	375,485	195,374	391,583	394,175
6100 - TOTAL PERSONNEL SERVICES	1,432,243	1,409,781	1,401,329	1,485,025	711,137	1,517,998	1,520,590
6210 - OFFICE SUPPLIES	418	100	306	100	114	100	100
6211 - SMALL TOOLS & EQUIPMENT	14,144	10,000	6,367	10,000	7,483	10,000	10,000
6212 - MOTOR FUELS/OILS	88,068	75,200	89,136	85,000	41,276	90,000	90,000
6213 - FERTILIZER	49,315	55,000	49,772	57,510	13,727	53,000	50,000
6214 - CHEMICALS	3,388	5,000	2,359	4,000	2,175	4,000	4,000
6215 - EQUIPMENT-PARTS	45,438	50,000	41,085	48,000	19,897	45,000	42,200
6216 - VEHICLES-TIRES/BATTERIES	7,546	5,000	6,586	6,000	4,955	7,000	7,000
6229 - GENERAL SUPPLIES	103,590	105,500	103,756	101,500	33,566	107,000	101,000
6205 - SUPPLIES	311,907	305,800	299,367	312,110	123,194	316,100	304,300
6235 - CONSULTANT SERVICES	1,006	0	1,199	0	772	0	0
6237 - TELEPHONE/PAGERS	10,179	12,000	9,964	12,000	4,971	12,000	12,000
6238 - POSTAGE/UPS/FEDEX	0		0		162		
6239 - PRINTING	0		32		0		
6240 - CLEANING SERVICE/GARBAGE	14,449	17,000	21,978	17,000	4,547	19,000	19,000
6249 - OTHER CONTRACTUAL SERVICES	106,050	110,700	105,398	117,000	4,200	137,000	137,000
6230 - CONTRACTUAL SERVICES	131,684	139,700	138,570	146,000	14,652	168,000	168,000
6255 - UTILITIES-ELECTRIC	105,288	100,000	103,079	103,000	36,285	104,000	98,000
6256 - UTILITIES-NATURAL GAS	13,010	16,000	3,879	16,000	2,774	16,000	10,000
6257 - UTILITIES-PROPANE/WATER/SEWER	105,703	105,000	164,989	105,000	1,570	130,000	126,000
6250 - UTILITIES	224,002	221,000	271,947	224,000	40,629	250,000	234,000
6265 - REPAIRS-EQUIPMENT	47,712	20,000	22,372	20,000	2,005	20,000	18,700
6266 - REPAIRS-BUILDING	8,866	15,000	9,044	14,000	4,424	12,000	10,000
6269 - REPAIRS-OTHER	7,095	0	5,518	15,000	385	57,200	57,200
6260 - REPAIRS AND MAINTENA	63,674	35,000	36,934	49,000	6,814	89,200	85,900
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	546	1,500	1,952	1,500	1,255	2,000	2,000
6276 - SCHOOLS/CONFERENCES/EXP OTHER	0	0	0	1,500	0	0	0
6280 - DUES & SUBSCRIPTIONS	390	0	458	500	583	500	500
6281 - UNIFORM/CLOTHING ALLOWANCE	9,231	9,000	10,743	9,500	4,339	10,000	10,000
6270 - TRAINING/TRAVEL/DUES	10,167	10,500	13,152	13,000	6,177	12,500	12,500
6200 - TOTAL OPERATING COSTS	741,433	712,000	759,970	744,110	191,465	835,800	804,700
6310 - RENTAL EXPENSE	70,674	67,000	51,315	72,000	40,887	75,000	75,000
6333 - GENERAL-CASH DISCOUNTS	-187		-294		-165		
6399 - OTHER CHARGES	-205		0		0		
6300 - TOTAL OTHER EXPENDITURES	70,283	67,000	51,022	72,000	40,721	75,000	75,000
6720 - CAPITAL OUTLAY-FURNITURE & FIX					13,075		
6730 - CAPITAL OUTLAY-TRANSPORTATION	100,216	37,000	39,650	19,000	20,087	0	0
6735 - CAPITAL OUTLAY-OTHER IMPROVEME	0	0	0	112,000	0	424,000	104,000
6740 - CAPITAL OUTLAY-MACH/EQ/OTHER	20,535	0	0	11,500	0	3,000	3,000
6745 - VERF CHARGES						181,844	0
6700 - TOTAL CAPITAL OUTLAY	120,751	37,000	39,650	142,500	33,162	608,844	107,000
6001 - EXPENDITURES	2,364,709	2,225,781	2,251,971	2,443,635	976,486	3,037,642	2,507,290

DEPT 38: PARK MAINTENANCE - 1710

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
	SALARIES						
6110	Regular Employees	855,102	806,404	862,295	862,295	882,270	882,270
6111	Salary-Parttime						
6112	Salary-Seasonal Temp	171,500	181,500	185,000	185,000	181,500	181,500
6113	Overtime - Reg	45,000	45,000	45,000	45,000	45,000	45,000
6114	Overtime - Temp						
6123	Salaries - Other	10,704	16,006	17,245	17,245	17,645	17,645
6138	Medicare	15,676	15,209	16,088	16,088	16,333	16,333
6139	FICA	67,029	65,032	68,791	68,791	65,746	69,838
6141	Pension - PERA	65,822	62,887	63,767	63,767	68,506	68,506
6142	Work Comp Ins	29,120	28,160	23,409	23,409	25,688	25,688
6144	Long-term Disability Insurance	2,501	2,383	2,550	2,550	2,610	2,610
6145	Medical Insurance	199,680	187,200	200,880	200,880	212,700	211,200
	Total	1,462,134	1,409,781	1,485,025	1,485,025	1,517,998	1,520,590
6210	**OFFICE SUPPLIES**						
	General		100	100	100	100	100
	Total	-	100	100	100	100	100
6211	**SMALL TOOL & EQUIPMENT**						
	Tools & Misc Equip	12,000	10,000	10,000	10,000	10,000	10,000
	Outfit Quarry Point Park Shop						
	Total	12,000	10,000	10,000	10,000	10,000	10,000
6212	**MOTOR FUELS/OILS**						
	Unleaded Gasoline	28,900	75,200	85,000	85,000	90,000	90,000
	Diesel Fuel	38,500					
	Total	67,400	75,200	85,000	85,000	90,000	90,000
6213	**FERTILIZER**						
		60,000	55,000	57,510	53,000	53,000	53,000
	Sales tax savings						(3,000)
	Total	60,000	55,000	57,510	53,000	53,000	50,000
6214	**CHEMICALS**						
		7,000	5,000	4,000	3,000	4,000	4,000
	Total	7,000	5,000	4,000	3,000	4,000	4,000
6215	**EQUIPMENT - PARTS**						
	Vehicle and Equipment Parts	39,000	39,000	38,000	38,000	38,000	38,000
	Play Equipment Parts	6,000	6,000	5,000	5,000	2,000	2,000
	Irrigation Parts	5,000	5,000	5,000	5,000	5,000	5,000
	Sales Tax Savings						(2,800)
	Total	50,000	50,000	48,000	48,000	45,000	42,200
6216	**EQUIPMENT - TIRES/BATTERIES**						
		5,000	5,000	6,000	6,000	7,000	7,000
	Total	5,000	5,000	6,000	6,000	7,000	7,000
6229	**GENERAL SUPPLIES - ATHLETIC FIELDS/COURTS**						
	Athletic field paint	15,000	15,000	15,000	15,000	19,000	19,000
	Athletic field chalk	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
	Bases, plates, rubbers	3,000	3,000	3,000	3,000	2,500	2,500
	Aglime	10,000	10,000	10,000	10,000	8,000	8,000
	Mound clay	1,000	1,000	1,000	1,000	1,000	1,000
	Fence Repair Material	1,500	1,500	1,500	1,500	2,000	2,000
	Volleyball, Soccer, Tennis Nets	2,000	2,000	2,000	2,000	1,000	1,000
	Archery Bales	1,000	1,000	1,000	1,000	1,000	1,000
	Pickleball Standards					2,000	2,000
							(3,000)
	Total	38,500	38,500	38,500	38,500	41,500	38,500
	GENERAL SUPPLIES - LANDSCAPE						
	Grass seed/seed mat	10,000	10,000	10,000	10,000	12,500	12,500
	Topsoil/compost	4,000	4,000	4,000	4,000	4,000	4,000
	Sod	3,000	3,000	3,000	3,000	3,000	3,000
	Landscape Block/Timbers	6,000	6,000	6,000	6,000	6,000	6,000
	Trees/shrubs, etc.	10,000	10,000	10,000	10,000	10,000	10,000
	Sales Tax Savings						(3,000)
	Total	33,000	33,000	33,000	33,000	35,500	32,500
	GENERAL SUPPLIES - PAINT						
	Paint, Stain, Varnish	4,000	4,000	4,000	4,000	4,000	4,000
	Rollers, Brushes, Drop Cloths	4,000	4,000	4,000	4,000	4,000	4,000
	Total	8,000	8,000	8,000	8,000	8,000	8,000

DEPT 38: PARK MAINTENANCE - 1710

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
	GENERAL SUPPLIES - BUILDINGS						
	Lumber and Metal for Repair of Rinks, Buildings, Benches, Tables, etc.	10,000	10,000	10,000	10,000	10,000	10,000
	Reconstruct Hagemeister Park Rink			to: park bond			
	Total	10,000	10,000	10,000	10,000	10,000	10,000
	GENERAL SUPPLIES - CLEANING						
	Soap, Disinfectants, Brooms, Toilet Scrubbers, Mop Heads, Restroom Paper Products	8,000	8,000	8,000	8,000	8,000	8,000
	Total	8,000	8,000	8,000	8,000	8,000	8,000
	GENERAL SUPPLIES - SHOP						
	Fasteners, Light Bulbs, Zip Ties, Garbage Bags, Rags, Tape, Sandpaper, Small Repair Parts, Hardware	8,000	8,000	4,000	4,000	4,000	4,000
	Total	8,000	8,000	4,000	4,000	4,000	4,000
6235	**CONSULTANT SERVICES**						
	Irrigation system assessment				772		
	Total	-	-	-	772	-	-
6237	**TELEPHONE/PAGERS**						
	Park buildings	12,000	12,000	12,000	11,000	12,000	12,000
	Total	12,000	12,000	12,000	11,000	12,000	12,000
6240	**C. SERVICE/GARBAGE REMOVAL**						
	Buildings - Trash	17,000	17,000	17,000	19,000	19,000	19,000
	Total	17,000	17,000	17,000	19,000	19,000	19,000
6249	**OTHER CONTRACTUAL SERVICES**						
	Sentence to Service Contract Cost	12,000	12,000	12,000	12,500	13,000	13,000
	Contract Weed Spraying	19,000	19,000	25,000	19,000	25,000	25,000
	Contract Mowing of smaller parks	49,450	34,000	34,000	42,000	42,000	42,000
	Diseased Tree Removal	13,000	13,000	13,000	13,000	16,000	16,000
	Tree Trust	3,000	3,000	3,000		3,000	3,000
	Irrigation, Maintenance Service for Cobblestone Lake Park	25,000	25,000	25,000	25,000	27,000	27,000
	Septic Pumping - Quarry Point Park & - Huntington Park	4,700	4,700	5,000	10,000	11,000	11,000
	Total	126,150	110,700	117,000	121,500	137,000	137,000
6255	**UTILITIES - ELECTRIC**						
	Building, Athletic Field, Parking Lot, Fountain and Walkway Lights	85,000	100,000	103,000	103,000	104,000	104,000
	Sales Tax Savings						(6,000)
	Total	85,000	100,000	103,000	103,000	104,000	98,000
6256	**UTILITIES - NATURAL GAS**						
		21,000	16,000	16,000	16,000	16,000	10,000
	Total	21,000	16,000	16,000	16,000	16,000	10,000
6257	**UTILITIES - OTHER**						
	Water, Sewer	105,000	105,000	105,000	80,000	130,000	130,000
	Add'l Service Cobblestone, Quarry Pt						
	Sales Tax Savings						(4,000)
	Total	105,000	105,000	105,000	80,000	130,000	126,000
6265	**REPAIRS - EQUIPMENT**						
	Larger Outside Repairs	20,000	20,000	20,000	20,000	20,000	20,000
	Sales Tax Savings						(1,300)
	Total	20,000	20,000	20,000	20,000	20,000	18,700
6266	**REPAIRS - BUILDINGS**						
	Outside Trade Contractors - Heating/Cooling, Electrical and other Contractual Repairs	17,000	15,000	14,000	14,000	12,000	10,000
	Total	17,000	15,000	14,000	14,000	12,000	10,000
6269	**REPAIRS - OTHER**						
	Repair and Chip Seal Hayes Lots					20,000	20,000
	Overlay West Galaxie Path 160th to 155th					28,700	28,700
	Crack Fill Fog Seal Cobblestone Paths					5,500	5,500
	Crack Fill Fog Seal Diamond Path Paths					2000	2000
	Crack Fill and Fog Seal Farquar Park Paths					1000	1000
	Crack fill /seal JCRPW lots			15000	15000		
	Total	-	-	15,000	15,000	57,200	57,200

DEPT 38: PARK MAINTENANCE - 1710

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
6275	**SCHOOL/CONF/EXP - LOCAL**	2,000	1,500	1,500	2,000	2,000	2,000
	Total	2,000	1,500	1,500	2,000	2,000	2,000
6276	**SCHOOL/CONF/EXP - OTHER**						
	Park Conf. - Superintendent	2,000		1,500	1,500	-	-
	Total	2,000	-	1,500	1,500	-	-
6280	**DUES & SUBSCRIPTIONS**						
	MPSA, MRPA, STMA, MNLA	600		500	520	500	500
	Total	600	-	500	520	500	500
6281	**UNIFORM/CLOTHING ALLOWANCE**						
	Uniform/Boots/Safety Equip	9,000	9,000	9,500	9,500	10,000	10,000
	Total	9,000	9,000	9,500	9,500	10,000	10,000
6310	**RENTAL EXPENSE**						
	Misc. and Portable Commodes	22,000	22,000	35,000	35,000	35,000	35,000
	4 month rental 9030 versatile tractor and blower (pathway plowing)	15,400					
	Add'l Z-Turn Mower	5,000	5,000				
	Mower Leasing	40,000	40,000	37,000	37,000	40,000	40,000
	Total	82,400	67,000	72,000	72,000	75,000	75,000
6730	**CAPITAL OUTLAY - VEHICLES**						
	Replace #215 2002 Toro 580-D Mower			72,000	71,684		
	Move to Equipment Certicate			(72,000)			
	Replace 231 3/4 Ton Pick-Up			19,000	18,373		
	Replace 234 1999 GMC Water Truck			135,000	139,601		
	Move to Equipment Certicate			(135,000)			
	Replace 201 2001 JD 4x4 Tractor			40,000	32,647		
	Move to Equipment Certicate			(40,000)			
	Replace #211 2002 Toro 580-D Mower		to equip cert				
	Replace #242 2002 4x4 OneTon		37,000				
	Replace #204 1998 JD Tractor (12 yr)	42,000					
	Replace #229 2001 F-350 Dump & Plow (10 y	37,000					
	Replace #241 2000 F-150 Pickup (10 yr)	20,000					
	Replace #226 1999 Dodge 3/4 Ton Pickup						
	Total	99,000	37,000	19,000	262,305	-	-
6735	**CAPITAL OUTLAY - OTHER IMP**						
	Sport Court Surface - Farquar Tennis			56,000	53,356		
	Sport Court Surface - Delaney Tennis			56,000	53,356		
	Wildwood Picnic Shelter					10,000	10,000
	Parking Lot for Kelley Park					80,000	
	New Cobblestone Floating Dock					45,000	45,000
	Two New Rinks at JCRPW					25,000	25,000
	Alimagnet Grant Match					20,000	20,000
	Cortland Development Tennis Court					120,000	
	Cortland Development Playstructure					60,000	
	Cortland Development Landscape / Seed					60,000	
	Modular Tenns Court at Pennock						
	New Playground at Galaxie						
	Re-roof Teen Center						
	Replace AC at Quarry Point Bldg					4,000	4,000
	Total	-	-	112,000	106,712	424,000	104,000
6740	**CAPITAL OUTLAY - OTHER ITEMS**						
	Replace 2005 Kawasaki Mule	11,500		11,500	11,500		
	Replace #290 2001 Aerovator	8,000					
	Back-Up Pump for Kelley Fountains	2,200					
	Spare Irrigation Pump for JCRP					3,000	3,000
	Back-Up Pump for Lazy River		moved to Aquatic Center				
	Total	21,700	-	11,500	11,500	3,000	3,000

DEPT 38: PARK MAINTENANCE - 1710

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
6745	**VEHICLE REPLACEMENT-VERF**						
	VERF-Vehicle Replacement Charges					181,844	
	Total	-	-	-	-	181,844	-
	Total Net of Personnel	926,750	816,000	958,610	1,172,909	1,519,644	986,700
	TOTAL EXPENSES	$ 2,388,884	$ 2,225,781	$ 2,443,635	$ 2,657,934	$ 3,037,642	$ 2,507,290

Apple Valley

Notes:

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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 2014

Continue to offer a variety of programs for various demographics.

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 2010	Actual 2011	Actual 2012	Projected 2013	Projected 2014
Playground Program Participants	3,132	1,818	2,505	3,500	3,500
Outdoor Skating Attendance	15,890	12,843	15,500	15,500	15,500
Teen Center Attendance	10,500	10,240	12,455	10,750	10,750
Freedom Days Fun Run Participants (2 & 5 Milers)	313	313	397	450	450
Freedom Days Fun Run Participants (1/2 Milers)	47	91	57	50	50
Puppet Wagon Attendance	5,865	5,472	4,581	5,900	5,900
Aroma Art Attendance	1,822	1,570	1,545	2,000	2,000

Regular Status Personnel Schedule –FTE's					
Position Title	Adopted 2010	Adopted 2011	Adopted 2012	Adopted 2013	Proposed 2014
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 2010 (not HRS)	Adopted 2011	Adopted 2012	Adopted 2013	Proposed 2014
Warminghouse Attendant	30	30	30	30	30
Lead Puppet Performer	4	4	4	4	4
Babysitting Instructor	1	1	1	1	1
Rec Program Assistant	4	4	4	4	4
Playground Leader	10	10	10	10	10

Summary Budget Department 39 - Recreation Programs							
	2010 Actual	2011 Adopted	2011 Actual	2012 Adopted	2012 Actual	2013 Adopted	2014 Proposed
Revenue:							
Quarry Pt Concessions	2,311	4,000	3,213	4,000	1,272	4,000	3,000
JCRP Concessions	7,520	11,000	7,268	11,000	6,664	8,000	8,000
Summer Playground Activities	6,425	7,000	7,507	7,000	7,747	7,000	7,000
Pre School Programs	22,430	20,000	26,821	20,000	21,130	25,000	25,000
Teen Programs	-	2,000	-	2,000	-	1,000	1,000
Puppet Wagon	-	-	-	-	-	-	-
Vending Commissions	3,781	6,000	3,023	6,000	2,411	3,000	3,000
Rentals - Fields	24,187	25,000	22,741	25,000	23,135	25,000	30,000
Rentals - Hayes	37	-	-	-	-	-	-
Rentals - JCRP	(244)	-	-	-	-	-	-
Rentals - Teen Center	1,497	2,000	690	2,000	887	1,000	1,000
Rentals - Other	6,739	18,000	6,289	18,000	10,442	7,000	7,000
	74,683	95,000	77,552	95,000	73,688	81,000	85,000
Expenditures:							
Salaries & Wages	136,216	143,131	125,637	143,743	125,789	145,462	128,254
Emp. Benefits	19,364	18,855	18,519	19,026	18,877	18,581	18,365
Supplies	16,960	20,400	9,629	19,400	7,675	16,900	11,400
Contractual Serv.	13,493	13,800	10,221	14,300	15,251	14,300	14,200
Repairs & Maint.	3,501	200	6,460	4,200	447	6,000	6,000
Training/Travel/Dues	896	2,400	2,468	2,100	3,258	2,770	3,550
Other Exp.	410	8,000	4,701	6,000	3,839	5,000	6,000
VISA/MC Charges	27	-	10	-	-	-	-
Items for resale	3,285	4,000	1,562	4,000	1,661	4,000	3,000
Capital outlay		-	-	-		-	-
Total Exp	194,152	210,786	179,207	212,769	176,797	213,013	190,769
Net addition to (use of) general revenues	(119,469)	(115,786)	(101,655)	(117,769)	(103,109)	(132,013)	(105,769)

2014 CAPITAL OUTLAY

None

City of Apple Valley
Budget Summary
2014 Budget
RECREATION PROGRAMS

Object Account	2011 Actual	2012 Council Adopted Amended Budget	2012 Actual	2013 Council Adopted Original Budget	06/30/13 YTD Actual	2014 Dept Proposed	2014 Admin Recomm
6110 - SALARY-REGULAR EMPLOYEES	0	0	1,304	0	0	0	0
6111 - SALARY PART-TIME	58,878	55,280	61,615	65,930	35,810	80,054	80,054
6112 - SALARY-SEASONAL TEMP	66,560	87,000	62,833	76,000	43,069	46,000	46,000
6114 - OVERTIME PART-TIME EMPLOYEES	44		8		263		
6123 - SALARY-OTHER		1,463		3,532		2,200	2,200
6124 - OVERTIME-SEASONAL TEMP	155		29		141		
6105 - SALARIES AND WAGES	125,637	143,743	125,789	145,462	79,283	128,254	128,254
6138 - MEDICARE	1,822	2,084	1,823	2,109	1,150	1,860	1,860
6139 - FICA	7,789	8,912	7,794	9,018	4,916	7,952	7,952
6141 - PENSIONS-PERA	5,357	4,114	5,733	5,036	3,223	5,963	5,963
6142 - WORKERS COMPENSATION	3,551	3,916	3,527	2,418	2,279	2,590	2,590
6125 - EMPLOYEE BENEFITS	18,519	19,026	18,877	18,581	11,568	18,365	18,365
6100 - TOTAL PERSONNEL SERVICES	144,156	162,769	144,666	164,043	90,851	146,619	146,619
6210 - OFFICE SUPPLIES	0	200	0	200	69	200	200
6211 - SMALL TOOLS & EQUIPMENT	844	2,000	0	2,000	118	1,000	1,000
6215 - EQUIPMENT-PARTS	274	200	0	200	45	200	200
6229 - GENERAL SUPPLIES	8,511	17,000	7,675	14,500	1,908	14,500	10,000
6205 - SUPPLIES	9,629	19,400	7,675	16,900	2,140	15,900	11,400
6237 - TELEPHONE/PAGERS					0		
6238 - POSTAGE/UPS/FEDEX	21		0		0		
6239 - PRINTING	498	600	508	600	332	600	600
6240 - CLEANING SERVICE/GARBAGE	0	700	243	700	55	500	500
6249 - OTHER CONTRACTUAL SERVICES	9,703	13,000	14,501	13,000	5,165	15,600	13,100
6230 - CONTRACTUAL SERVICES	10,221	14,300	15,251	14,300	5,552	16,700	14,200
6265 - REPAIRS-EQUIPMENT	1,242	200	0	1,000	242	1,000	1,000
6266 - REPAIRS-BUILDING	5,219	4,000	447	5,000	605	5,000	5,000
6260 - REPAIRS AND MAINTENA	6,460	4,200	447	6,000	847	6,000	6,000
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	216	300	0	300	100	300	300
6277 - MILEAGE/AUTO ALLOWANCE	619	800	879	800	49	900	900
6280 - DUES & SUBSCRIPTIONS	664		664	670	0	350	350
6281 - UNIFORM/CLOTHING ALLOWANCE	969	1,000	1,715	1,000	593	2,000	2,000
6270 - TRAINING/TRAVEL/DUES	2,468	2,100	3,258	2,770	742	3,550	3,550
6200 - TOTAL OPERATING COSTS	28,779	40,000	26,632	39,970	9,280	42,150	35,150
6310 - RENTAL EXPENSE	1,306	1,000	1,587	1,000	0	2,000	2,000
6399 - OTHER CHARGES	3,394	5,000	2,252	4,000	225	5,000	4,000
6301 - OTHER EXPENDITURES	4,701	6,000	3,839	5,000	225	7,000	6,000
6300 - TOTAL OTHER EXPENDITURES	4,701	6,000	3,839	5,000	225	7,000	6,000
6425 - VISA/BANK CHARGES	10		0		0		
6401 - VISA / BANK CHARGES	10		0		0		
6400 - TOTAL VISA / BANK CHARGES	10		0		0		
6540 - TAXABLE MISC FOR RESALE	1,562	4,000	1,661	4,000	689	3,000	3,000
6545 - NON-TAXABLE MISC FOR RESALE					431		
6501 - TAXABLE/NON-TAXABLE MISC RESAL	1,562	4,000	1,661	4,000	1,120	3,000	3,000
6001 - EXPENDITURES	179,208	212,769	176,798	213,013	101,477	198,769	190,769

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 39: RECREATION PROGRAMS - 1800

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
	SALARIES						
6110	Regular Employees	-	-				
6111	Salary-Parttime	54,050	55,280	65,930	65,930	80,054	80,054
6112	Salary-Seasonal Temp	87,000	87,000	76,000	76,000	46,000	46,000
6123	Salary-Other	2,081	1,463	3,532	3,532	2,200	2,200
6138	Medicare	2,075	2,084	2,109	2,109	1,860	1,860
6139	FICA	8,874	8,912	9,018	9,018	7,952	7,952
6141	Pension - PERA	4,006	4,114	5,036	5,036	5,963	5,963
6142	Work Comp	3,900	3,916	2,418	2,418	2,590	2,590
	Total	161,986	162,769	164,043	164,043	146,619	146,619
6210	**OFFICE SUPPLIES**						
		200	200	200	200	200	200
	Total	200	200	200	200	200	200
6211	**SMALL TOOLS & EQUIPMENT**						
		2,000	2,000	2,000	2,000	1,000	1,000
	Total	2,000	2,000	2,000	2,000	1,000	1,000
6215	**EQUIPMENT/PARTS**						
		200	200	200	200	200	200
	Total	200	200	200	200	200	200
6229	**GENERAL SUPPLIES**						
	Quarry Point Park	3,000	2,000	1,000	1,000	500	350
	Programs - Puppet Wagon	900	900	900	900	700	450
	Programs - ADA Interpreter/Aid	200	200	200	200	200	200
	Programs - Teens	5,000	5,000	2,500	2,500	3,200	2,000
	Programs - Cultural	4,100	4,100	5,000	5,000	5,000	3,500
	Programs - Summer Playground	3,900	3,900	4,000	4,000	3,900	2,700
	Programs - Winter Skating	500	500	500	500	500	400
	Programs - Preschool Gym	400	400	400	400	500	400
	Total	18,000	17,000	14,500	14,500	14,500	10,000
6239	**PRINTING/PUBLISHING**						
	Flyers and Posters	600	600	600	600	600	600
	Total	600	600	600	600	600	600
6240	**GARBAGE/CLEANING SERVICES**						
		700	700	700	700	500	500
	Total	700	700	700	700	500	500
6249	**OTHER CONTRACTUAL SERVICES**						
	ADA Interpreter/Aide	4,000	4,000	4,000	4,000	4,000	4,000
	Programs - Fun Run	1,800	1,800	1,800	1,800	1,600	1,600
	Programs - Playground	700	700	-	-		
	Programs - Playground Bus	3,700	3,700	3,200	3,200	2,600	2,600
	Programs - Teens Bus			-	-	800	800
	Programs - Other	2,300	2,800	4,000	4,000	6,000	3,500
	Teen Center WiFi				300	600	600
	Total	12,500	13,000	13,000	13,300	15,600	13,100
6265	**REPAIRS - EQUIPMENT**						
	Puppet Wagon	200	200	1,000	1,000	1,000	1,000
	Total	200	200	1,000	1,000	1,000	1,000
6266	**REPAIRS - BUILDING**						
			4,000	5,000	5,000	5,000	5,000
	Total	-	4,000	5,000	5,000	5,000	5,000
6275	**SCHOOL/CONF/EXP - LOCAL**						
	MRPA Summer Lead Workshop	300	200	200	200	300	300
	Puppetry School	50	50	100	100		
	Teen Programs	50	50	-	-		
	Total	400	300	300	300	300	300
6277	**MILEAGE ALLOWANCE**						
	Summer Playground Staff	800	800	800	800	900	900
	Total	800	800	800	800	900	900
6280	**Dues & Subscriptions**						
	Health Dept License - Quarry Point Park			670	670	350	350
	Total	-	-	670	670	350	350

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 39: RECREATION PROGRAMS - 1800

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
6281	**UNIFORM/CLOTHING ALLOWANCE**						
	Staff Shirts - Summer Playground/Puppeteer	500	500	500	500	500	500
	Staff Shirts - Teens	300	300	300	300	500	500
	Program Staff Apparel	400	200	200	200	1,000	1,000
	Total	1,200	1,000	1,000	1,000	2,000	2,000
6310	**RENTAL EXPENSE**						
	Portable Toilets	1,000	1,000	1,000	1,000	2,000	2,000
	Total	1,000	1,000	1,000	1,000	2,000	2,000
6399	**OTHER CHARGES**						
	Outing Fees - ADA Interpreter/Aid	750	500	500	500	500	500
	Outing Fees - Teens	1,500	1,000	1,000	1,000	1,500	1,250
	Outing Fees - Summer Playground	3,200	2,500	2,000	2,000	2,500	2,000
	Other	1,550	1,000	500	500	500	250
	Total	7,000	5,000	4,000	4,000	5,000	4,000
6540	**TAXABLE FOR RESALE**						
	Quarry Point Park	3,000	3,000	3,000	3,000	2,000	2,000
	Teen Programs	1,000	1,000	1,000	1,000	1,000	1,000
	Total	4,000	4,000	4,000	4,000	3,000	3,000
	Total Net of Personnel	48,800	50,000	48,970	49,270	52,150	44,150
	TOTAL EXPENSES	$ 210,786	$ 212,769	$ 213,013	$ 213,313	$ 198,769	$ 190,769

COMPANY	DEPARTMENT	BUSINESS UNIT	ACTIVITY
1000	40	1930	Redwood Pool

DESCRIPTION OF ACTIVITY

The Redwood Outdoor Pool is a municipal facility 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 weekend nights, "exclusive use" rentals are offered to the public. These rentals have become very popular, especially on weekend nights. The concession operation serves a variety of snack foods, fountain drinks and treats.

MAJOR OBJECTIVES FOR 2014

Continue to offer the various swimming and rental opportunities at this pool.

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Actual 2010	Projected 2011	Projected 2012	Projected 2013	Projected 2014
Open Swim Attendance	6,170	5,635	6,522	7,000	7,000
Swim Lesson Registrations	322	388	367	300	300
Exclusive Use Rentals	47	45	113	50	50

	Regular Status Personnel Schedule –FTE's				
Position Title	Adopted 2010	Adopted 2011	Adopted 2012	Adopted 2013	Proposed 2014
None					

	Temporary Status Personnel Schedule –(# positions Part Time)				
Position Title	Adopted 2010	Adopted 2011	Adopted 2012	Adopted 2013	Proposed 2014
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							
	2010 Actual	2011 Adopted	2011 Actual	2012 Adopted	2012 Actual	2013 Adopted	2014 Proposed
Revenue:							
Public Swimming	27,258	20,000	26,370	20,000	24,153	25,000	25,000
Swim Lessons	16,954	15,000	20,505	15,000	21,965	15,000	20,000
Concessions	6,545	6,000	5,882	6,000	9,748	6,000	7,000
Rentals	12,367	14,000	8,634	14,000	10,720	14,000	10,000
	63,124	55,000	61,391	55,000	66,586	60,000	62,000
Expenditures:							
Salaries & Wages	48,348	64,539	49,557	63,900	56,281	58,900	59,300
Emp. Benefits	5,576	7,127	5,944	7,050	6,815	6,537	4,893
Supplies	1,830	7,400	4,012	6,700	10,561	6,700	6,500
Contractual Serv.	11,723	21,600	11,427	20,100	13,582	17,200	16,200
Utilities	-	-	282	-	4,671	-	6,000
Repairs & Maint.	1,848	5,000	7,870	5,000	3,869	8,000	6,000
Training/Travel/Dues	3,041	3,700	1,901	4,200	3,223	3,600	3,100
Other Exp.	85	800	91	400	99	400	400
VISA / MC Charges	5	-	129	-	201	200	200
Items for Resale	3,658	5,000	2,963	4,000	4,537	4,000	5,000
Capital outlay	-	-	-	-	-	15,000	9,000
Total Exp	76,114	115,166	84,176	111,350	103,839	120,537	116,593
Net addition to (use of) general revenues	(12,990)	(60,166)	(22,785)	(56,350)	(37,253)	(60,537)	(54,593)

2014 CAPITAL OUTLAY

Handicap Lift $9,000

City of Apple Valley
Budget Summary
2014 Budget
REDWOOD POOL

Object Account	2011 Actual	2012 Council Adopted Amended Budget	2012 Actual	2013 Council Adopted Original Budget	06/30/13 YTD Actual	2014 Dept Proposed	2014 Admin Recomm
6111 - SALARY PART-TIME	0		317		904		
6112 - SALARY-SEASONAL TEMP	48,450	62,600	54,665	57,600	14,126	62,600	58,000
6114 - OVERTIME PART-TIME EMPLOYEES		1,300		1,300		1,300	1,300
6123 - SALARY-OTHER		0		0		0	0
6124 - OVERTIME-SEASONAL TEMP	1,107		1,299		0		
6105 - SALARIES AND WAGES	49,557	63,900	56,281	58,900	15,029	63,900	59,300
6138 - MEDICARE	719	927	816	854	218	927	860
6139 - FICA	3,073	3,962	3,490	3,651	932	3,962	3,677
6141 - PENSIONS-PERA	479	0	639	0	160	94	0
6142 - WORKERS COMPENSATION	1,675	2,161	1,869	2,032	509	383	356
6125 - EMPLOYEE BENEFITS	5,944	7,050	6,815	6,537	1,819	5,366	4,893
6100 - TOTAL PERSONNEL SERVICES	55,502	70,950	63,095	65,437	16,849	69,266	64,193
6210 - OFFICE SUPPLIES	76		68		0		
6211 - SMALL TOOLS & EQUIPMENT	79	1,000	787	1,000	21	1,000	800
6214 - CHEMICALS	0	100	0	100	17	100	100
6215 - EQUIPMENT-PARTS	0	600	565	600	552	600	600
6229 - GENERAL SUPPLIES	3,857	5,000	9,140	5,000	810	5,000	5,000
6205 - SUPPLIES	4,012	6,700	10,561	6,700	1,401	6,700	6,500
6235 - CONSULTANT SERVICES		500		200		200	200
6239 - PRINTING	269	600	242	500	271	500	500
6240 - CLEANING SERVICE/GARBAGE	0	1,000	0	500	0	500	500
6249 - OTHER CONTRACTUAL SERVICES	11,158	18,000	13,340	16,000	0	16,000	15,000
6230 - CONTRACTUAL SERVICES	11,427	20,100	13,582	17,200	271	17,200	16,200
6256 - UTILITIES-NATURAL GAS	282		4,671		1,025	5,000	6,000
6250 - UTILITIES	282		4,671		1,025	5,000	6,000
6265 - REPAIRS-EQUIPMENT	6,986	2,000	3,069	5,000	912	5,000	4,000
6266 - REPAIRS-BUILDING	884	3,000	319	3,000	695	3,000	2,000
6269 - REPAIRS-OTHER	0		481		0		
6260 - REPAIRS AND MAINTENA	7,870	5,000	3,869	8,000	1,606	8,000	6,000
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	0	1,000	392	1,000	153	1,000	500
6277 - MILEAGE/AUTO ALLOWANCE	23	100	33	100	0	100	100
6280 - DUES & SUBSCRIPTIONS	1,243	1,500	1,189	1,500	0	1,500	1,500
6281 - UNIFORM/CLOTHING ALLOWANCE	635	1,600	1,609	1,000	302	1,000	1,000
6270 - TRAINING/TRAVEL/DUES	1,901	4,200	3,223	3,600	455	3,600	3,100
6200 - TOTAL OPERATING COSTS	25,491	36,000	35,906	35,500	4,758	40,500	37,800
6310 - RENTAL EXPENSE	94	300	99	300	0	300	300
6333 - GENERAL-CASH DISCOUNTS	-2		0		0		
6351 - VISA/BANK CHARGES						200	200
6399 - OTHER CHARGES	0	100	0	100	5	100	100
6301 - OTHER EXPENDITURES	91	400	99	400	5	600	600
6300 - TOTAL OTHER EXPENDITURES	91	400	99	400	5	600	600
6425 - VISA/BANK CHARGES	129		201	200	0	0	0
6401 - GOLF	129		201	200	0	0	0
6400 - TOTAL GOLF EXPENDITURES	129		201	200	0	0	0
6540 - TAXABLE MISC FOR RESALE	2,963	4,000	4,537	4,000	535	5,000	5,000
6501 - TAXABLE/NON-TAXABLE MISC RESAL	2,963	4,000	4,537	4,000	535	5,000	5,000
6740 - CAPITAL OUTLAY-MACH/EQ/OTHER		0		15,000	8,317	9,000	9,000
6700 - TOTAL CAPITAL OUTLAY		0		15,000	8,317	9,000	9,000
6001 - EXPENDITURES	84,176	111,350	103,838	120,537	30,464	124,366	116,593

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 40: REDWOOD POOL - 1930

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
	SALARIES						
6110	Regular Employees						
6111	Salary-Parttime						
6112	Salary-Seasonal Temp	62,600	62,600	57,600	57,600	62,600	58,000
6114	Overtime - Temp	1,300	1,300	1,300	1,300	1,300	1,300
6123	Salary-Other	639	-				
6138	Medicare	936	927	854	854	927	860
6139	FICA	4,001	3,962	3,651	3,651	3,962	3,677
6141	Pension - PERA					94	-
6142	Work Comp Ins	2,190	2,161	2,032	2,032	383	356
6145	Hospital & Life Insurance						
	Total	71,666	70,950	65,437	65,437	69,266	64,193
6211	**SMALL TOOL & EQUIPMENT**						
	Snack Bar Equip.	1,500	1,000	1,000	1,000	1,000	800
	Total	1,500	1,000	1,000	1,000	1,000	800
6214	**CHEMICALS**						
	Misc Chemicals	300	100	100	100	100	100
	Total	300	100	100	100	100	100
6215	**EQUIPMENT - PARTS**	600	600	600	600	600	600
	Total	600	600	600	600	600	600
6229	**GENERAL SUPPLIES**						
	Lifeguard Equipment	5,000	5,000	5,000	5,000	5,000	5,000
	Total	5,000	5,000	5,000	5,000	5,000	5,000
6235	**CONSULTANT SERVICES**						
	Staff Vaccinations (Blood Borne)	500	500	200	200	200	200
	Total	500	500	200	200	200	200
6239	**PRINTING/PUBLISHING**						
	Pool Passes, Flyers	600	600	500	500	500	500
	Total	600	600	500	500	500	500
6240	**CLEANING/GARBAGE SERVICE**	2,500	1,000	500	500	500	500
	Total	2,500	1,000	500	500	500	500
6249	**OTHER CONTRACTUAL SERVICES**						
	Water Management Program	18,000	18,000	16,000	16,000	15,000	14,000
	WiFi					1,000	1,000
	Total	18,000	18,000	16,000	16,000	16,000	15,000
6256	**UTILITIES - NATURAL GAS**					5,000	6,000
	Total	-	-	-	-	5,000	6,000
6265	**REPAIRS - EQUIPMENT**						
	Pumps, Filters, Wiring and Lights	2,000	2,000	5,000	5,000	5,000	4,000
	Total	2,000	2,000	5,000	5,000	5,000	4,000
6266	**REPAIRS - BUILDING**						
	General Items	3,000	3,000	3,000	3,000	3,000	2,000
	Total	3,000	3,000	3,000	3,000	3,000	2,000
6275	**SCHOOL/CONF/EXP - LOCAL**						
	First Aid Training, Lifeguard Cert.	1,000	1,000	1,000	1,000	1,000	500
	Total	1,000	1,000	1,000	1,000	1,000	500
6277	**MILEAGE ALLOWANCE**						
	Mileage - Pool staff	100	100	100	100	100	100
	Total	100	100	100	100	100	100

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 40: REDWOOD POOL - 1930

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
6280	**DUES & SUBSCRIPTIONS**						
	Misc and Red Cross Fees	1,000	1,500	1,500	1,500	1,500	1,500
	Total	1,000	1,500	1,500	1,500	1,500	1,500
6281	**UNIFORM/CLOTHING ALLOWANCE**						
	Swim Suits & Attendant/Lifeguard Shirt Redwood Bldg Attendants	1,600	1,600	1,000	1,000	1,000	1,000
	Total	1,600	1,600	1,000	1,000	1,000	1,000
6310	**RENTAL EXPENSE**						
	As Needed	300	300	300	300	300	300
	Total	300	300	300	300	300	300
6399	**OTHER CHARGES**	500	100	100	100	100	100
	Total	500	100	100	100	100	100
6351	**VISA / MC CHARGES**			200	200	200	200
	Total	-	-	200	200	200	200
6540	**TAXABLE MISC FOR RESALE**						
	Concession Operation Product	5,000	4,000	4,000	4,000	5,000	5,000
	Total	5,000	4,000	4,000	4,000	5,000	5,000
6740	**CAPITAL OUTLAY - OTHER ITEMS**						
	Diving Board Standard/Climbing Wall			15,000	15,000		
	Handicap Lift					9,000	9,000
	Total	-	-	15,000	15,000	9,000	9,000
	Total Net of Personnel	43,500	40,400	55,100	55,100	55,100	52,400
	TOTAL EXPENSES	$ 115,166	$ 111,350	$ 120,537	$ 120,537	$ 124,366	$ 116,593

Apple Valley

Notes:

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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 2014

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 2010	Actual 2011	Actual 2012	Projected 2013	Projected 2014
Adult Athletic League Teams	600	590	570	625	625
Open Volleyball Participants	5,462	6,016	7,035	6,000	6,000

	Regular Status Personnel Schedule –FTE's				
Position Title	Adopted 2010	Adopted 2011	Adopted 2012	Adopted 2013	Proposed 2014
Building Supervisor	.25	.25	.25	.25	.25

	Temporary Status Personnel Schedule –(# positions Part Time)				
Position Title	Adopted 2010	Adopted 2011	Adopted 2012	Adopted 2013	Proposed 2014
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							
	2010 Actual	2011 Adopted	2011 Actual	2012 Adopted	2012 Actual	2013 Adopted	2014 Proposed
Revenue:							
Rec User Fees	41,369	58,000	53,641	58,000	72,664	58,000	65,000
Rec League Entry fees	160,796	175,000	153,237	175,000	156,678	170,000	160,000
	202,165	233,000	206,878	233,000	229,342	228,000	225,000
Expenditures:							
Salaries & Wages	56,751	71,973	61,727	73,170	62,062	64,812	65,016
Emp. Benefits	8,234	8,161	9,528	9,643	9,477	6,316	6,533
Supplies	31,107	42,500	41,102	42,000	37,273	42,000	38,700
Contractual Serv.	72,259	81,500	77,657	80,500	70,304	85,200	73,800
Repairs & Maint.	203	-	352	-	-	300	300
Training/Travel/Dues	93	200	595	200	1,264	635	950
Other Exp.	16,456	14,100	16,626	15,000	9,689	16,000	14,000
Items for resale	5,505	6,000	8,277	6,000	2,832	8,000	8,000
Capital outlay		-	-	-	-	-	-
Total Exp	190,608	224,434	215,864	226,513	192,901	223,263	207,299
Net addition to (use of) general revenues	11,557	8,566	(8,986)	6,487	36,441	4,737	17,701

2014 CAPITAL OUTLAY

None

City of Apple Valley
Budget Summary
2014 Budget
RECREATION SELF-SUPPORTED PROG

Object Account	2011 Actual	2012 Council Adopted Amended Budget	2012 Actual	2013 Council Adopted Original Budget	06/30/13 YTD Actual	2014 Dept Proposed	2014 Admin Recomm
6110 - SALARY-REGULAR EMPLOYEES	0	27,650	0	0	0	0	0
6111 - SALARY PART-TIME	11,292	0	11,129	10,110	3,640	10,310	10,310
6112 - SALARY-SEASONAL TEMP	48,200	42,000	50,062	52,000	21,359	52,000	52,000
6113 - OVERTIME-REGULAR EMPLOYEES	2,191		850		0		
6114 - OVERTIME PART-TIME EMPLOYEES	45	2,500	21	2,500	0	2,500	2,500
6123 - SALARY-OTHER		1,020		202		206	206
6124 - OVERTIME-SEASONAL TEMP	0		0		10		
6105 - SALARIES AND WAGES	**61,727**	**73,170**	**62,062**	**64,812**	**25,009**	**65,016**	**65,016**
6138 - MEDICARE	893	1,061	900	940	363	943	943
6139 - FICA	3,818	4,537	3,849	4,018	1,550	4,031	4,031
6141 - PENSIONS-PERA	3,098	2,080	3,031	748	1,319	944	944
6142 - WORKERS COMPENSATION	1,720	1,965	1,697	610	656	615	615
6125 - EMPLOYEE BENEFITS	**9,528**	**9,643**	**9,477**	**6,316**	**3,887**	**6,533**	**6,533**
6100 - TOTAL PERSONNEL SERVICES	**71,255**	**82,813**	**71,538**	**71,128**	**28,896**	**71,549**	**71,549**
6211 - SMALL TOOLS & EQUIPMENT	25	1,000	1,050	1,000	0	1,500	500
6215 - EQUIPMENT-PARTS	119		0		0		
6229 - GENERAL SUPPLIES	40,959	41,000	36,223	41,000	18,551	41,000	38,200
6205 - SUPPLIES	**41,102**	**42,000**	**37,273**	**42,000**	**18,551**	**42,500**	**38,700**
6235 - CONSULTANT SERVICES	54,440	62,000	53,033	62,000	13,644	62,000	55,000
6239 - PRINTING	50	500	296	200	0	300	300
6240 - CLEANING SERVICE/GARBAGE	-430		0		0		
6249 - OTHER CONTRACTUAL SERVICES	23,597	18,000	16,974	23,000	8,692	20,000	18,500
6230 - CONTRACTUAL SERVICES	**77,657**	**80,500**	**70,304**	**85,200**	**22,336**	**82,300**	**73,800**
6265 - REPAIRS-EQUIPMENT	352		0	300	0	300	300
6260 - REPAIRS AND MAINTENA	**352**		**0**	**300**	**0**	**300**	**300**
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	0		50		0		
6277 - MILEAGE/AUTO ALLOWANCE	202		336	200	65	400	400
6280 - DUES & SUBSCRIPTIONS	332		332	335	0	350	350
6281 - UNIFORM/CLOTHING ALLOWANCE	61	200	545	100	189	200	200
6270 - TRAINING/TRAVEL/DUES	**595**	**200**	**1,264**	**635**	**253**	**950**	**950**
6200 - TOTAL OPERATING COSTS	**119,706**	**122,700**	**108,840**	**128,135**	**41,141**	**126,050**	**113,750**
6310 - RENTAL EXPENSE	1,512	2,000	1,160	2,000	705	2,000	2,000
6333 - GENERAL-CASH DISCOUNTS	0		-6		0		
6399 - OTHER CHARGES	15,115	13,000	8,535	14,000	4,755	12,000	12,000
6301 - OTHER EXPENDITURES	**16,626**	**15,000**	**9,689**	**16,000**	**5,461**	**14,000**	**14,000**
6300 - TOTAL OTHER EXPENDITURES	**16,626**	**15,000**	**9,689**	**16,000**	**5,461**	**14,000**	**14,000**
6540 - TAXABLE MISC FOR RESALE	8,277	6,000	2,832	8,000	1,382	8,000	8,000
6501 - TAXABLE/NON-TAXABLE MISC RESAL	**8,277**	**6,000**	**2,832**	**8,000**	**1,382**	**8,000**	**8,000**
6001 - EXPENDITURES	**215,864**	**226,513**	**192,900**	**223,263**	**76,879**	**219,599**	**207,299**

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL
DEPT 41: RECREATION SELF-SUPPORTED PROGRAMS - 1845

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
	SALARIES						
6111	Salary-Parttime	9,760	27,650	10,110	10,110	10,310	10,310
6112	Salary-Seasonal Temp	59,000	42,000	52,000	52,000	52,000	52,000
6114	Overtime - Temp	2,500	2,500	2,500	2,500	2,500	2,500
6123	Salary-Other	713	1,020	202	202	206	206
6138	Medicare	1,044	1,061	940	940	943	943
6139	FICA	4,462	4,537	4,018	4,018	4,031	4,031
6141	Pension - PERA	715	2,080	748	748	944	944
6142	Work Comp Ins	1,940	1,965	610	610	615	615
	Total	80,134	82,813	71,128	71,128	71,549	71,549
6211	**SMALL TOOL & EQUIPMENT**						
	JCRP Concession Equip	1,500	1,000	1,000	1,000	1,500	500
	Total	1,500	1,000	1,000	1,000	1,500	500
6229	**GENERAL SUPPLIES**						
	Softball Programs	22,000	22,000	22,000	22,000	22,000	22,000
	Volleyball Programs	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
	Basketball Programs	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
	Misc Programs	6,000	6,000	6,000	6,000	6,000	6,000
	Kickball Programs	1,000	1,000	1,000	1,000	1,000	1,000
	sales tax savings						(2,800)
	Total	41,000	41,000	41,000	41,000	41,000	38,200
6235	**CONSULTANT SERVICES**						
	Miscellaneous Instructor	1,500	1,500	1,000	1,000	1,000	1,000
	Umpires - Softball	55,500	55,500	56,000	56,000	55,000	48,000
	Officials - Volleyball	2,000	2,000	2,500	2,500	3,000	3,000
	Officials - Basketball	3,000	3,000	2,500	2,500	3,000	3,000
	Total	62,000	62,000	62,000	62,000	62,000	55,000
6239	**PRINTING/PUBLISHING**						
	Schedules, Rules - Softball	800	100	50	50		
	Schedules, Rules - Volleyball	300	100	50	50		
	Flyers, etc. - Misc Lesson	400	300	100	100	300	300
	Total	1,500	500	200	200	300	300
6249	**OTHER CONTRACTUAL SERVICES**						
	Tot & Family Programs	18,000	18,000	23,000	23,000	20,000	20,000
	Sales tax savings						(1,500)
	Total	18,000	18,000	23,000	23,000	20,000	18,500
6265	**REPAIRS EQUIP**			300	300	300	300
	Total	-	-	300	300	300	300
6277	**MILEAGE**			200	200	400	400
	Total	-	-	200	200	400	400
6280	**DUES & SUBSCRIPTIONS**						
	Health Dept License - JCRP			335	335	350	350
	Total	-	-	335	335	350	350
6281	**UNIFORM/CLOTHING ALLOWANCE**						
	Staff Shirts - Softball	100	100	50	50	50	50
	Staff Shirts - Program Staff	100	100	50	50	150	150
	Total	200	200	100	100	200	200
6310	**RENTAL EXPENSE**						
	Overnight Campsite - Day Camp	800	800	800	800	800	800
	General Recreation	800	1,200	1,200	1,200	1,200	1,200
	Total	1,600	2,000	2,000	2,000	2,000	2,000

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 41: RECREATION SELF-SUPPORTED PROGRAMS - 1845

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
6399	**OTHER CHARGES**						
	Team Reg - Softball	5,000	5,000	4,000	4,000	4,000	4,000
	Team Tournament - Softball	4,000	4,000	4,000	4,000	2,000	2,000
	Team Reg - Volleyball	200	200	200	200	200	200
	Team Tournament - Volleyball	300	300	300	300	300	300
	Team Reg - Basketball	200	200	200	200	200	200
	Team Tournament - Basketball	300	300	300	300	300	300
	New Activities	1,000	1,500	2,500	2,500	2,500	2,500
	Fees Adult Trips	300	300	300	300	300	300
	Fees Youth Trips	1,200	1,200	2,200	2,200	2,200	2,200
	Total	12,500	13,000	14,000	14,000	12,000	12,000
6540	**CONCESSIONS FOR RESALE**						
	JCRP Concession Operation	6,000	6,000	8,000	8,000	8,000	8,000
	Total	6,000	6,000	8,000	8,000	8,000	8,000
	Total Net of Personnel	144,300	143,700	152,135	151,600	148,050	135,750
	TOTAL EXPENSES	$ 224,434	$ 226,513	$ 223,263	$ 222,728	$ 219,599	$ 207,299

Apple Valley

Notes:

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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 2013

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

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Actual 2010	Actual 2011	Actual 2012	Projected 2013	Projected 2014
Rental Revenue	39,897	30,961	32,455	40,000	40,000

			Regular Status Personnel Schedule –FTE's		
Position Title	Adopted 2010	Adopted 2011	Adopted 2012	Adopted 2013	Proposed 2014
Parks Maintenance II	-	-	1	1	1

			Temporary Status Personnel Schedule –(# positions Part Time)		
Position Title	Adopted 2010	Adopted 2011	Adopted 2012	Adopted 2013	Proposed 2014
Building Supervisor	7	7	7	7	7
Building Attendant	8	8	8	8	8
ACTUAL HOURS					
Bldg Supervisor	2,718	3,283	2,934	3,000	3,000
Bldg Attendant	3,211	2,903	3,468	3,000	3,000
	5,929	6,186	6,402	6,000	6,000

Summary Budget Department 42 - AV Community Center							
	2010 Actual	2011 Adopted	2011 Actual	2012 Adopted	2012 Actual	2013 Adopted	2014 Proposed
Revenue:							
Rentals	39,897	35,000	30,961	40,000	32,455	40,000	35,000
			-				
Expenditures:			-				
Salaries & Wages	82,679	100,959	92,847	153,969	145,094	158,626	159,785
Emp. Benefits	12,064	14,998	13,529	36,982	25,701	37,951	38,308
Supplies	19,241	28,000	18,156	28,000	14,855	22,000	19,000
Contractual Serv.	7,259	7,300	8,722	8,300	6,814	9,800	10,400
Utilities	56,657	72,000	63,661	70,000	54,426	68,000	60,000
Repairs & Maint.	29,820	25,525	17,212	27,525	13,018	27,525	20,525
Training/Travel/Dues	848	1,200	1,420	1,200	1,671	1,200	2,000
Other Exp.	88	550	59	550	2	350	350
Capital outlay	10,355	12,000	10,464	12,000	-	30,000	66,000
Total Exp	219,011	262,532	226,070	338,526	261,581	355,452	376,368
Net addition (use) of general revenues	(179,114)	(227,532)	(195,109)	(298,526)	(229,126)	(315,452)	(341,368)

2014 CAPITAL OUTLAY

Replace All Purpose Room Tufflex Floor	20,000
Auto Floor Scrubber Machine	10,000
Replace Volleyball Standards	15,000
Kaivac Machine	6,000
Hallway Aggregate Floor Re-Do	15,000
	66,000

City of Apple Valley
Budget Summary
2014 Budget
AV COMMUNITY CENTER

Object Account	2011 Actual	2012 Council Adopted Amended Budget	2012 Actual	2013 Council Adopted Original Budget	06/30/13 YTD Actual	2014 Dept Proposed	2014 Admin Recomm
6110 - SALARY-REGULAR EMPLOYEES	10,141	51,813	58,192	53,144	31,266	54,954	54,954
6111 - SALARY PART-TIME	74,672	62,198	85,077	62,696	41,745	91,585	91,585
6112 - SALARY-SEASONAL TEMP	7,851	37,620	1,053	37,620	1,328	10,000	10,000
6114 - OVERTIME PART-TIME EMPLOYEES	0		607		509		
6121 - INSURANCE CASH BENEFIT			73		347		
6123 - SALARY-OTHER		2,338		5,166		3,246	3,246
6124 - OVERTIME-SEASONAL TEMP	183		93		0		
6105 - SALARIES AND WAGES	92,847	153,969	145,094	158,626	75,195	159,785	159,785
6138 - MEDICARE	1,247	2,233	2,142	2,300	1,095	2,317	2,317
6139 - FICA	5,333	9,546	9,159	9,835	4,680	9,907	9,907
6141 - PENSIONS-PERA	4,310	8,435	9,275	8,773	4,743	10,859	10,859
6142 - WORKERS COMPENSATION	2,640	4,135	4,302	3,926	2,184	4,562	4,562
6144 - LONG-TERM DISABILITY INSURANCE		153	13	157	79	163	163
6145 - MEDICAL INSURANCE		12,480	714	12,960	3,942	10,800	10,500
6146 - DENTAL INSURANCE			42		236		
6147 - LIFE INSURANCE-BASIC			1		6		
6148 - LIFE INSURANCE-SUPP/DEPEND			53		283		
6125 - EMPLOYEE BENEFITS	13,529	36,982	25,701	37,951	17,247	38,608	38,308
6100 - TOTAL PERSONNEL SERVICES	106,376	190,951	170,795	196,577	92,442	198,393	198,093
6210 - OFFICE SUPPLIES	2,225	3,000	1,519	2,500	1,089	2,500	2,500
6211 - SMALL TOOLS & EQUIPMENT	1,725	3,400	1,379	3,400	77	3,400	2,900
6215 - EQUIPMENT-PARTS	111	600	756	600	103	600	600
6229 - GENERAL SUPPLIES	14,095	21,000	11,200	15,500	5,684	16,500	13,000
6205 - SUPPLIES	18,156	28,000	14,855	22,000	6,953	23,000	19,000
6235 - CONSULTANT SERVICES	0	0	0	0	52	0	0
6237 - TELEPHONE/PAGERS	904	1,000	932	1,000	468	1,000	1,000
6238 - POSTAGE/UPS/FEDEX	10		0		0		
6239 - PRINTING		300		300		300	300
6240 - CLEANING SERVICE/GARBAGE	5,142	4,500	4,028	5,500	1,911	5,500	5,500
6249 - OTHER CONTRACTUAL SERVICES	2,666	2,500	1,854	3,000	2,480	3,600	3,600
6230 - CONTRACTUAL SERVICES	8,722	8,300	6,814	9,800	4,911	10,400	10,400
6255 - UTILITIES-ELECTRIC	42,020	44,000	41,588	44,000	17,804	44,000	43,000
6256 - UTILITIES-NATURAL GAS	20,903	25,000	12,120	23,000	8,371	21,000	16,000
6257 - UTILITIES-PROPANE/WATER/SEWER	738	1,000	718	1,000	506	1,000	1,000
6250 - UTILITIES	63,661	70,000	54,426	68,000	26,680	66,000	60,000
6265 - REPAIRS-EQUIPMENT	2,146	4,000	1,389	4,000	1,331	4,000	2,000
6266 - REPAIRS-BUILDING	15,066	23,000	11,628	23,000	1,260	23,000	18,000
6269 - REPAIRS-OTHER		525		525		525	525
6260 - REPAIRS AND MAINTENA	17,212	27,525	13,018	27,525	2,591	27,525	20,525
6277 - MILEAGE/AUTO ALLOWANCE	0	200	6	200	0	200	200
6280 - DUES & SUBSCRIPTIONS			12		0		
6281 - UNIFORM/CLOTHING ALLOWANCE	1,420	1,000	1,653	1,000	375	1,800	1,800
6270 - TRAINING/TRAVEL/DUES	1,420	1,200	1,671	1,200	375	2,000	2,000
6200 - TOTAL OPERATING COSTS	109,171	135,025	90,783	128,525	41,509	128,925	111,925
6310 - RENTAL EXPENSE	50	400	17	200	0	200	200
6333 - GENERAL-CASH DISCOUNTS	-31		-53		-19		
6351 - VISA/BANK CHARGES					161		
6399 - OTHER CHARGES	40	150	30	150	4	150	150
6300 - TOTAL OTHER EXPENDITURES	59	550	-6	350	147	350	350
6425 - VISA/BANK CHARGES	3		8		0		
6400 - TOTAL VISA / BANK CHARGES	3		8		0		
6720 - CAPITAL OUTLAY-FURNITURE & FIX		2,000		0		0	0
6735 - CAPITAL OUTLAY-OTHER IMPROVEME	10,464	10,000	0	30,000	31,548	71,000	66,000
6700 - TOTAL CAPITAL OUTLAY	10,464	12,000	0	30,000	31,548	71,000	66,000
6001 - EXPENDITURES	226,073	338,526	261,581	355,452	165,646	398,668	376,368

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 42: AV COMMUNITY CENTER - 1900

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
	SALARIES						
6110	Salaries Full Time		51,813	53,144	53,144	54,954	54,954
6111	Salary-Parttime	62,198	62,198	62,696	62,696	91,585	91,585
6112	Salary-Seasonal Temporary	37,620	37,620	37,620	37,620	10,000	10,000
6123	Salary-Other	1,141	2,338	5,166	5,166	3,246	3,246
6138	Medicare	1,464	2,233	2,300	2,300	2,317	2,317
6139	FICA	6,259	9,546	9,835	9,835	9,907	9,907
6141	Pension - PERA	4,565	8,435	8,773	8,773	10,859	10,859
6142	Work Comp Ins	2,710	4,135	3,926	3,926	4,562	4,562
6144	Long-term Disability Insurance		153	157	157	163	163
6145	Hospital & Life Insurance		12,480	12,960	12,960	10,800	10,500
	Total	115,957	190,951	196,577	196,577	198,392	198,092
6210	**OFFICE SUPPLIES**	2,600	3,000	2,500	2,500	2,500	2,500
	Total	2,600	3,000	2,500	2,500	2,500	2,500
6211	**SMALL TOOL & EQUIPMENT**	3,600	3,400	3,400	3,400	3,400	1,900
	Computer - Maintenance						1,000
	Total	3,600	3,400	3,400	3,400	3,400	2,900
6215	**SMALL EQUIPMENT PARTS**	800	600	600	600	600	600
	Total	800	600	600	600	600	600
6229	**GENERAL SUPPLIES**						
	Program Materials						
	Cleaning Chemicals/Paper Products	21,000	21,000	15,500	15,500	15,500	13,000
	Computer - Maintenance					1,000	
	Total	21,000	21,000	15,500	15,500	16,500	13,000
6237	**TELEPHONE**						
	Phones	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
6239	**PRINTING/PUBLISHING**						
	AV Community Center Brochures	300	300	300	300	300	300
	Total	300	300	300	300	300	300
6240	**C. SERVICE/GARBAGE REMOVAL**						
	Garbage Removal/Clean Floors	4,000	4,500	5,500	5,500	5,500	5,500
	Total	4,000	4,500	5,500	5,500	5,500	5,500
6249	**OTHER CONTRACTUAL SERVICES**						
	Other	2,000	2,500	3,000	3,000	3,000	3,000
	WiFi				600	600	600
	Total	2,000	2,500	3,000	3,600	3,600	3,600
6255	**UTILITIES - ELECTRIC**	44,000	44,000	44,000	44,000	44,000	43,000
	Total	44,000	44,000	44,000	44,000	44,000	43,000
6256	**UTILITIES - NATURAL GAS**	27,000	25,000	23,000	23,000	21,000	16,000
	Total	27,000	25,000	23,000	23,000	21,000	16,000
6257	**UTILITIES - OTHER**						
	Water/Sewer/Propane	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

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 42: AV COMMUNITY CENTER - 1900

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
6265	**REPAIRS - EQUIPMENT**						
	Miscellaneous	4,000	4,000	4,000	4,000	4,000	2,000
	Total	4,000	4,000	4,000	4,000	4,000	2,000
6266	**REPAIRS - BUILDING**	21,000	23,000	23,000	23,000	23,000	18,000
	Total	21,000	23,000	23,000	23,000	23,000	18,000
6269	**REPAIRS - OTHER**	525	525	525	525	525	525
	Total	-	525	525	525	525	525
6277	**MILEAGE ALLOWANCE**						
	Part-Time Staff	200	200	200	200	200	200
	Total	200	200	200	200	200	200
6281	**UNIFORM/CLOTHING ALLOWANCE**	1,000	1,000	1,000	1,000	1,800	1,800
	Total	1,000	1,000	1,000	1,000	1,800	1,800
6310	**RENTAL EXPENSE**	400	400	200	200	200	200
	Total	400	400	200	200	200	200
6399	**OTHER CHARGES**						
	Misc	150	150	150	150	150	150
	Total	150	150	150	150	150	150
6735	**CAPITAL OUTLAY - OTHER IMPROVEMENTS**						
	Restore Hardwood Gym Floor			20,000	20,000		
	WiFi	9,000					
	AV Equip	1,000					
	Energy Upgrades		10,000	10,000	10,000		
	Kitchen Improvements (do in 2013)					5,000	
	Replace All Purpose Room Floor					20,000	20,000
	Auto Floor Scrubber Machine					10,000	10,000
	Volleyball Standards					15,000	15,000
	Kaivac Machine					6,000	6,000
	Hallways Aggregate Floor Re-Do					15,000	15,000
	Total	10,000	10,000	30,000	30,000	71,000	66,000
6720	**CAPITAL OUTLAY - OFFICE FURN**						
	Office Chairs	2,000	2,000	-	-		
	Total	2,000	2,000	-	-	-	-
	Total Net of Personnel	146,050	147,575	158,875	159,475	200,275	178,275
	TOTAL EXPENSES	$ 262,007	$ 338,526	$ 355,452	$ 356,052	$ 398,668	$ 376,368

Apple Valley

Notes:

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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 2014

Create a target market list of possible groups/companies who may wish to rent the facility for an exclusive usage.

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Actual 2010	Actual 2011	Adopted 2012	Projected 2013	Projected 2014
Open Swim Attendance	65,982	62,438	65,060	65,000	65,000
Resident Punch Card Sales	2,858	2,281	2,267	4,000	3,500
Non-Resident Punch Card Sales	418	254	252	500	400
Group Reservations	75	125	116	75	100

	Regular Status Personnel Schedule –FTE's				
Position Title	Adopted 2010	Adopted 2011	Adopted 2012	Adopted 2013	Proposed 2014

	Temporary Status Personnel Schedule –(# positions Part Time)				
Position Title	Adopted 2010	Adopted 2011	Adopted 2012	Adopted 2013	Proposed 2014
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

	2010 Actual	2011 Adopted	2011 Actual	2012 Adopted	2012 Actual	2013 Adopted	2014 Proposed
Revenue:							
Swim Center Revenues	521,769	500,000	481,376	534,000	521,602	534,000	520,000
Swim Center Concessions	87,056	90,000	101,156	90,000	87,125	90,000	90,000
Swim Center Rentals	3,564	5,000	2,730	5,000	7,408	5,000	5,000
	612,389	595,000	585,262	629,000	616,135	629,000	615,000
Expenditures:							
Salaries & Wages	276,535	287,850	255,215	285,000	291,060	271,500	285,000
Emp. Benefits	28,753	31,791	29,063	31,443	32,489	30,136	23,767
Supplies	25,210	35,600	24,614	34,400	23,482	29,400	32,900
Contractual Serv.	73,748	74,500	76,971	75,500	85,393	76,500	87,500
Utilities	87,699	106,000	88,231	107,000	81,437	101,000	95,000
Repairs & Maint.	12,649	7,000	20,964	16,000	3,803	20,000	20,000
Training/Travel/Dues	7,893	13,500	7,853	14,000	8,149	12,000	10,500
Other Exp.	1,419	1,800	29	1,800	26	1,800	1,300
Credit Card Fees	7,092	5,000	5,927	6,000	5,535	6,000	6,000
Items for Resale	50,017	50,000	46,658	51,000	52,761	51,000	55,000
Capital Outlay	-	-	-	6,300	7,242	20,000	55,000
Total Exp	571,015	613,041	555,525	628,443	591,377	619,336	671,967
Net addition to (use of) general revenues	41,374	(18,041)	29,737	557	24,758	9,664	(56,967)

2014 CAPITAL OUTLAY

Electrical Improvements for Concessions	$ 5,000
Diamond Brite Pool Shell	$35,000
Handicap Lift & Railings	$10,000
Pool Vacuum	$ 5,000
	$ 55,000

City of Apple Valley
Budget Summary
2014 Budget
AQUATIC SWIM CENTER

Object Account	2011 Actual	2012 Council Adopted Amended Budget	2012 Actual	2013 Council Adopted Original Budget	06/30/13 YTD Actual	2014 Dept Proposed	2014 Admin Recomm
6111 - SALARY PART-TIME	3,193		6,296		5,416		
6112 - SALARY-SEASONAL TEMP	247,820	281,500	282,531	271,500	73,864	281,500	281,500
6113 - OVERTIME-REGULAR EMPLOYEES	174		0		0		
6114 - OVERTIME PART-TIME EMPLOYEES		3,500	77	0	0	3,500	3,500
6123 - SALARY-OTHER		0		0		0	0
6124 - OVERTIME-SEASONAL TEMP	4,028		2,157		128		
6105 - SALARIES AND WAGES	255,215	285,000	291,060	271,500	79,408	285,000	285,000
6138 - MEDICARE	3,701	4,133	4,221	3,937	1,151	4,133	4,133
6139 - FICA	15,824	17,670	18,049	16,833	4,923	7,378	17,670
6141 - PENSIONS-PERA	867	0	476	0	425	254	254
6142 - WORKERS COMPENSATION	8,672	9,640	9,743	9,366	2,715	1,710	1,710
6125 - EMPLOYEE BENEFITS	29,063	31,443	32,489	30,136	9,215	13,475	23,767
6100 - TOTAL PERSONNEL SERVICES	284,278	316,443	323,548	301,636	88,623	298,475	308,767
6210 - OFFICE SUPPLIES	206	400	202	400	5	400	400
6211 - SMALL TOOLS & EQUIPMENT	386	5,000	1,362	2,500	0	2,500	2,000
6214 - CHEMICALS	481	1,000	1,095	1,000	694	1,500	1,500
6215 - EQUIPMENT-PARTS	0	2,000	120	2,000	1,046	1,000	1,000
6229 - GENERAL SUPPLIES	23,541	26,000	20,704	23,500	14,838	28,000	28,000
6205 - SUPPLIES	24,614	34,400	23,482	29,400	16,583	33,400	32,900
6235 - CONSULTANT SERVICES	354	500	50	500	0	500	500
6237 - TELEPHONE/PAGERS	5,538	6,000	5,323	6,000	2,432	6,000	6,000
6238 - POSTAGE/UPS/FEDEX	17		0		0		
6239 - PRINTING	890	1,500	825	1,500	804	1,500	1,500
6240 - CLEANING SERVICE/GARBAGE	1,802	2,500	1,815	2,500	0	2,500	2,500
6249 - OTHER CONTRACTUAL SERVICES	68,370	65,000	77,380	66,000	1,408	77,000	77,000
6230 - CONTRACTUAL SERVICES	76,971	75,500	85,393	76,500	4,643	87,500	87,500
6255 - UTILITIES-ELECTRIC	40,620	41,000	43,811	41,000	2,088	45,000	45,000
6256 - UTILITIES-NATURAL GAS	39,537	55,000	28,757	50,000	2,956	40,000	40,000
6257 - UTILITIES-PROPANE/WATER/SEWER	8,075	11,000	8,869	10,000	0	10,000	10,000
6250 - UTILITIES	88,231	107,000	81,437	101,000	5,044	95,000	95,000
6265 - REPAIRS-EQUIPMENT	9,750	10,000	2,782	10,000	0	10,000	10,000
6266 - REPAIRS-BUILDING	10,999	3,000	0	5,000	0	5,000	5,000
6269 - REPAIRS-OTHER	215	3,000	1,021	5,000	223	5,000	5,000
6260 - REPAIRS AND MAINTENA	20,964	16,000	3,803	20,000	223	20,000	20,000
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	956	3,000	438	3,000	419	1,000	1,000
6277 - MILEAGE/AUTO ALLOWANCE	335	1,000	295	1,000	0	1,000	500
6280 - DUES & SUBSCRIPTIONS	1,849	2,000	3,603	2,000	100	3,000	3,000
6281 - UNIFORM/CLOTHING ALLOWANCE	4,714	8,000	3,813	6,000	2,010	6,000	6,000
6270 - TRAINING/TRAVEL/DUES	7,853	14,000	8,149	12,000	2,529	11,000	10,500
6200 - TOTAL OPERATING COSTS	218,633	246,900	202,265	238,900	29,022	246,900	245,900
6310 - RENTAL EXPENSE	0	700	0	700	0	500	500
6320 - REFUNDS & REIMBURSEMENTS		500		500		500	500
6322 - UNCOLLECTIBLE CHECKS/ACCOUNTS	0	500	0	500	0	200	200
6333 - GENERAL-CASH DISCOUNTS	-22		-14		-5		
6351 - VISA/BANK CHARGES					5	6,000	6,000
6399 - OTHER CHARGES	51	100	40	100	4	100	100
6301 - OTHER EXPENDITURES	29	1,800	26	1,800	4	7,300	7,300
6300 - TOTAL OTHER EXPENDITURES	29	1,800	26	1,800	4	7,300	7,300
6425 - VISA/BANK CHARGES	5,927	6,000	5,535	6,000	0	0	0
6400 - TOTAL VISA /BANK CHARGES	5,927	6,000	5,535	6,000	0	0	0
6540 - TAXABLE MISC FOR RESALE	46,658	51,000	52,761	51,000	6,541	55,000	55,000
6545 - NON-TAXABLE MISC FOR RESALE					60		
6501 - TAXABLE/NON-TAXABLE MISC RESAL	46,658	51,000	52,761	51,000	6,601	55,000	55,000
6500 - TOTAL LIQUOR EXPENDITURES	46,658	51,000	52,761	51,000	6,601	55,000	55,000
6740 - CAPITAL OUTLAY-MACH/EQ/OTHER		6,300	7,242	20,000	10,536	55,000	55,000
6700 - TOTAL CAPITAL OUTLAY		6,300	7,242	20,000	10,536	55,000	55,000
6001 - EXPENDITURES	555,525	628,443	591,376	619,336	134,786	662,675	671,967

CITY OF APPLE VALLEY
2013 BUDGET
ACCOUNT DETAIL

DEPT 44: AQUATIC SWIM CENTER - 1940

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
6111	Salary-Parttime					
6112	Salary-Seasonal Temp	281,500	281,500	271,500	281,500	281,500
6114	Overtime - Temp	3,500	3,500	-	3,500	3,500
6123	Salary-Other	2,850	-			
6138	Medicare	4,174	4,133	3,937	4,133	4,133
6139	FICA	17,847	17,670	16,833	7,378	17,670
6141	Pension - PERA				254	254
6142	Work Comp Ins	9,770	9,640	9,366	1,710	1,710
6145	Hospital & Life Insurance					
	Total	319,641	316,443	301,636	298,474	308,766
6210	**OFFICE SUPPLIES**					
		400	400	400	400	400
	Total	400	400	400	400	400
6211	**SMALL TOOL & EQUIPMENT**					
		6,000	5,000	2,500	2,500	2,000
	Total	6,000	5,000	2,500	2,500	2,000
6214	**CHEMICALS**					
	Cleaning Fluid, Chlorine, etc.	1,200	1,000	1,000	1,500	1,500
	Total	1,200	1,000	1,000	1,500	1,500
6215	**EQUIPMENT - PARTS**					
		2,000	2,000	2,000	1,000	1,000
	Total	2,000	2,000	2,000	1,000	1,000
6229	**GENERAL SUPPLIES**					
	Lifeguard Equipment	22,000	22,000	20,500	20,000	20,000
	Chairs, Tubes, Funbrella Canvas	4,000	4,000	3,000	8,000	8,000
	Total	26,000	26,000	23,500	28,000	28,000
6235	**CONSULTANT SERVICES**					
	Staff Vaccinations (Blood Borne)	500	500	500	500	500
	Total	500	500	500	500	500
6237	**TELEPHONE/PAGERS**					
		5,000	6,000	6,000	6,000	6,000
	Total	5,000	6,000	6,000	6,000	6,000
6239	**PRINTING/PUBLISHING**					
	Passes, Flyers	1,500	1,500	1,500	1,500	1,500
	Total	1,500	1,500	1,500	1,500	1,500
6240	**GARBAGE SERVICE**					
		2,500	2,500	2,500	2,500	2,500
	Total	2,500	2,500	2,500	2,500	2,500
6249	**CONTRACTUAL SERVICE**					
	Water Mgmt Program	65,000	65,000	66,000	73,000	73,000
	Floor Resurfacing				3,000	3,000
	WiFi				1,000	1,000
	Total	65,000	65,000	66,000	77,000	77,000
6255	**UTILITIES - ELECTRIC**					
		40,000	41,000	41,000	45,000	45,000
	Total	40,000	41,000	41,000	45,000	45,000

CITY OF APPLE VALLEY
2013 BUDGET
ACCOUNT DETAIL

DEPT 44: AQUATIC SWIM CENTER - 1940

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
6256	**UTILITIES - NATURAL GAS**	55,000	55,000	50,000	40,000	40,000
	Total	55,000	55,000	50,000	40,000	40,000
6257	**UTILITIES - PROPANE & WATER**	11,000	11,000	10,000	10,000	10,000
	Total	11,000	11,000	10,000	10,000	10,000
6265	**REPAIRS - EQUIPMENT**					
	Pumps, Filters, Wiring and Lights	3,000	10,000	10,000	10,000	10,000
	Total	3,000	10,000	10,000	10,000	10,000
6266	**REPAIRS - BUILDINGS**					
	Miscellaneous	3,000	3,000	5,000	5,000	5,000
	Total	3,000	3,000	5,000	5,000	5,000
6269	**REPAIRS - OTHER**					
	Miscellaneous	1,000	3,000	5,000	5,000	5,000
	Total	1,000	3,000	5,000	5,000	5,000
6275	**SCHOOL/CONF/EXP - LOCAL**					
	First Aid Training, Lifeguard Cert.	3,000	3,000	3,000	1,000	1,000
	Total	3,000	3,000	3,000	1,000	1,000
6277	**MILEAGE ALLOWANCE**					
	Mileage - Pool staff	1,000	1,000	1,000	1,000	500
	Total	1,000	1,000	1,000	1,000	500
6280	**DUES & SUBSCRIPTIONS**					
	American Red Cross	1,500	2,000	2,000	3,000	3,000
	Total	1,500	2,000	2,000	3,000	3,000
6281	**UNIFORM/CLOTHING ALLOWANCE**					
	Swim Suits/Staff Apparel	8,000	8,000	6,000	6,000	6,000
	Total	8,000	8,000	6,000	6,000	6,000
6310	**RENTAL EXPENSE**					
	As Needed					
	Pool rentals for preseason trainings	700	700	700	500	500
	Total	700	700	700	500	500
6320	**REFUNDS & REIMBURSEMENTS**	500	500	500	500	500
	Total	500	500	500	500	500
6322	**Uncollectible Checks**	500	500	500	200	200
	Total	500	500	500	200	200
6399	**OTHER CHARGES**	100	100	100	100	100
	Total	100	100	100	100	100
6425	**VISA/Bank Charges**	5,000	6,000	6,000	6,000	6,000
	Total	5,000	6,000	6,000	6,000	6,000
6540	**TAXABLE MISC FOR RESALE**					
	Pop and Concessions	50,000	51,000	51,000	55,000	55,000
	Total	50,000	51,000	51,000	55,000	55,000

CITY OF APPLE VALLEY
2013 BUDGET
ACCOUNT DETAIL

DEPT 44: AQUATIC SWIM CENTER - 1940

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
6740	**CAPITAL OUTLAY - OTHER ITEMS**					
	Back-Up Pump for Lazy River		6,300			
	Fiberdek Replacement	-		20,000		
	Electrical Improvements for Concessions				5,000	5,000
	Diamond Brite Pool Shell				35,000	35,000
	Handicap Lift & Railings	-			10,000	10,000
	Pool Vacuum	-			5,000	5,000
	Total	-	6,300	20,000	55,000	55,000
	Total Net of Personnel	293,400	312,000	317,700	364,200	363,200
	TOTAL EXPENSES	$ 613,041	$ 628,443	$ 619,336	$ 662,675	$ 671,967

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 220 in the 21,000 square foot facility.

MAJOR OBJECTIVES FOR 2014

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

2012 Total Senior Center Members: 884
Individual City Breakdown: Apple Valley – 614; Burnsville – 72; Rosemount – 56; Lakeville – 52; Eagan – 40; Farmington – 16; Bloomington – 13; All Others (7) – 21

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Actual 2010	Actual 2011	Adopted 2012	Projected 2013	Projected 2014
Senior Center Members	817	863	884	809	820
Large Event Rentals	57	85	80	80	85
Meeting Room Rentals	43	79	60	60	70

	Regular Status Personnel Schedule –FTE's				
Position Title	Adopted 2010	Adopted 2011	Adopted 2012	Adopted 2013	Proposed 2014
Recreation Supervisor II	1	1	1	1	1
Building Supervisor	2	2	2	1	1
Maintenance II	1	1	1	1	1

	Temporary Status Personnel Schedule –(# hours)				
Position Title	Adopted 2010	Adopted 2011	Adopted 2012	Adopted 2013	Proposed 2014
Building Supervisor	2580	2580	2580	2580	2580

Summary Budget Department 45 - Apple Valley Senior Center							
	2010 Actual	2011 Adopted	2011 Actual	2012 Adopted	2012 Actual	2013 Adopted	2014 Proposed
Revenue:							
Rentals	3,860	20,000	33,555	20,000	37,575	35,000	37,000
Rec Senior Programs	15,011	15,000	11,563	15,000	3,778	15,000	15,000
Rec Senior Rev -Reimb	2,488	2,000	703	2,000	(643)	1,000	1,000
	21,359	37,000	45,821	37,000	40,710	51,000	53,000
Expenditures:							
Salaries & Wages	154,932	168,807	171,819	170,959	165,958	175,146	189,481
Emp. Benefits	45,793	53,975	47,998	54,330	48,792	54,267	53,679
Supplies	11,836	12,500	12,756	14,300	9,966	14,300	13,800
Contractual Serv.	12,509	15,500	13,629	15,200	15,610	14,700	17,000
Utilities	22,745	26,500	26,418	26,000	25,224	27,000	25,000
Repairs & Maint.	1,242	1,000	6,667	4,500	4,574	6,500	4,000
Training/Travel/Dues	202	600	400	600	378	600	600
Other Exp.	156	2,000	1,375	1,000	863	1,000	1,000
Credit Card Fees	549	1,000	1,165	1,000	342	1,000	1,000
Capital outlay	-	9,000	2,807	-	-	6,500	5,000
Total Exp	249,964	290,882	285,034	287,889	271,707	301,013	310,560
Net addition to (use of) general revenues	(228,605)	(253,882)	(239,213)	(250,889)	(230,997)	(250,013)	(257,560)

2014 Capital Outlay

Digital Signage	$2,500
Computer & Point of Sales System	$2,500
	$5,000

Department Priority: 1

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

City of Apple Valley
Budget Summary
2014 Budget
APPLE VALLEY SENIOR CENTER

Object Account	2011 Actual	2012 Council Adopted Amended Budget	2012 Actual	2013 Council Adopted Original Budget	06/30/13 YTD Actual	2014 Dept Proposed	2014 Admin Recomm
6110 - SALARY-REGULAR EMPLOYEES	118,789	117,951	102,492	120,946	59,426	124,112	124,112
6111 - SALARY PART-TIME	52,249	49,497	61,634	50,000	33,693	61,654	61,654
6112 - SALARY-SEASONAL TEMP	167		306		391		
6114 - OVERTIME PART-TIME EMPLOYEES	0		135		0		
6121 - INSURANCE CASH BENEFIT	614		1,391		755		
6123 - SALARY-OTHER		3,511		4,200		3,715	3,715
6105 - SALARIES AND WAGES	171,819	170,959	165,958	175,146	94,265	189,481	189,481
6138 - MEDICARE	2,493	2,479	2,550	2,540	1,366	2,747	2,747
6139 - FICA	10,660	10,599	10,905	10,859	5,841	11,748	11,748
6141 - PENSIONS-PERA	11,616	12,394	12,628	11,299	6,778	13,737	13,737
6142 - WORKERS COMPENSATION	3,595	3,549	3,775	3,291	2,047	4,080	4,080
6144 - LONG-TERM DISABILITY INSURANCE	310	349	349	358	179	367	367
6145 - MEDICAL INSURANCE	16,569	24,960	14,662	25,920	7,885	21,600	21,000
6146 - DENTAL INSURANCE	1,154		1,415		766		
6147 - LIFE INSURANCE-BASIC	21		23		11		
6148 - LIFE INSURANCE-SUPP/DEPEND	1,581		2,485		983		
6125 - EMPLOYEE BENEFITS	47,998	54,330	48,792	54,267	25,857	54,279	53,679
6100 - TOTAL PERSONNEL SERVICES	219,817	225,289	214,750	229,413	120,122	243,760	243,160
6210 - OFFICE SUPPLIES	116	300	211	300	230	300	300
6211 - SMALL TOOLS & EQUIPMENT	1,015	2,000	649	2,000	532	2,000	2,000
6215 - EQUIPMENT-PARTS	28	1,000	50	1,000	0	1,000	500
6229 - GENERAL SUPPLIES	11,596	11,000	9,055	11,000	2,772	11,000	11,000
6205 - SUPPLIES	12,756	14,300	9,966	14,300	3,534	14,300	13,800
6235 - CONSULTANT SERVICES	0		66		52		
6237 - TELEPHONE/PAGERS	0	0	0	0	0	0	0
6239 - PRINTING	585	1,200	384	1,200	325	1,000	1,000
6240 - CLEANING SERVICE/GARBAGE		1,000	989	0	193	1,000	1,000
6249 - OTHER CONTRACTUAL SERVICES	13,044	13,000	14,171	13,500	3,876	15,000	15,000
6230 - CONTRACTUAL SERVICES	13,629	15,200	15,610	14,700	4,446	17,000	17,000
6255 - UTILITIES-ELECTRIC	19,263	20,000	19,425	20,000	8,196	20,000	18,000
6256 - UTILITIES-NATURAL GAS	5,110	4,000	3,075	5,000	2,579	5,000	4,500
6257 - UTILITIES-PROPANE/WATER/SEWER	2,044	2,000	2,724	2,000	226	3,000	2,500
6250 - UTILITIES	26,418	26,000	25,224	27,000	11,001	28,000	25,000
6265 - REPAIRS-EQUIPMENT	228	1,500	590	1,500	140	1,500	1,000
6266 - REPAIRS-BUILDING	6,440	3,000	3,984	5,000	852	5,000	3,000
6260 - REPAIRS AND MAINTENA	6,667	4,500	4,574	6,500	993	6,500	4,000
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	61	200	135	200	0	200	200
6277 - MILEAGE/AUTO ALLOWANCE	211	100	39	100	85	100	100
6280 - DUES & SUBSCRIPTIONS	30	100	0	100	15	100	100
6281 - UNIFORM/CLOTHING ALLOWANCE	98	200	203	200	120	200	200
6270 - TRAINING/TRAVEL/DUES	400	600	378	600	220	600	600
6200 - TOTAL OPERATING COSTS	59,869	60,600	55,751	63,100	20,194	66,400	60,400
6333 - GENERAL-CASH DISCOUNTS	-23		-17		-7		
6351 - VISA/BANK CHARGES					187	1,000	1,000
6399 - OTHER CHARGES	1,398	1,000	880	1,000	0	1,000	1,000
6301 - OTHER EXPENDITURES	1,375	1,000	863	1,000	180	2,000	2,000
6300 - TOTAL OTHER EXPENDITURES	1,375	1,000	863	1,000	180	2,000	2,000
6425 - VISA/BANK CHARGES	1,165	1,000	342	1,000	0	0	0
6400 - TOTAL VISA / BANK CHARGES	1,165	1,000	342	1,000	0	0	0
6720 - CAPITAL OUTLAY-FURNITURE & FIX	2,807	0	0	6,500	6,607	0	0
6725 - CAPITAL OUTLAY-OFFICE EQUIP		0		0		5,000	5,000
6700 - TOTAL CAPITAL OUTLAY	2,807	0	0	6,500	6,607	5,000	5,000
6001 - EXPENDITURES	285,033	287,889	271,705	301,013	147,103	317,160	310,560

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 45: APPLE VALLEY SENIOR CENTER - 1920

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
6110	**SALARIES**	116,775	117,951	120,946	120,946	124,112	124,112
6111	Salary-Parttime	50,361	49,497	50,000	50,000	61,654	61,654
6123	Salary-Other	1,671	3,511	4,200	4,200	3,715	3,715
6138	Medicare	2,448	2,479	2,540	2,540	2,747	2,747
6139	FICA	10,466	10,599	10,859	10,859	11,748	11,748
6141	Pension - PERA	12,239	12,394	11,299	11,299	13,737	13,737
6142	Work Comp Ins		3,549	3,291	3,291	4,080	4,080
6144	Long-term Disability Insurance	342	349	358	358	367	367
6145	Hospital & Life Insurance	24,960	24,960	25,920	25,920	21,600	21,000
	Total	219,262	225,289	229,413	229,413	243,760	243,160
6210	**OFFICE SUPPLIES**						
		500	300	300	300	300	300
	Total	500	300	300	300	300	300
6211	**SMALL TOOL & EQUIPMENT**						
		1,000	2,000	2,000	2,000	2,000	2,000
	Total	1,000	2,000	2,000	2,000	2,000	2,000
6215	**SMALL EQUIPMENT PARTS**						
		1,000	1,000	1,000	1,000	1,000	500
	Total	1,000	1,000	1,000	1,000	1,000	500
6229	**GENERAL SUPPLIES**						
	Program Materials	5,000	5,500	5,500	5,500	5,500	5,500
	Cleaning Chemicals/Paper Products	5,000	5,500	5,500	5,500	5,500	5,500
	Total	10,000	11,000	11,000	11,000	11,000	11,000
6237	**TELEPHONE/PAGERS**						
	Phones	200	-	-	-		
	Total	200	-	-	-	-	-
6239	**PRINTING/PUBLISHING**						
		800	1,200	1,200	1,200	1,000	1,000
	Total	800	1,200	1,200	1,200	1,000	1,000
6240	**C. SERVICE/GARBAGE REMOVAL**						
	Garbage Removal/Clean Floors						
	Floor/Carpet Cleaning	2,000	1,000			1,000	1,000
	Total	2,000	1,000	-	-	1,000	1,000
6249	**OTHER CONTRACTUAL SERVICES**						
	Outing Fees	11,080	9,200	9,200	9,200	10,000	10,000
	Heating/Cooling Prevent. Maintenance		2,600	3,000	3,000	3,400	3,400
	Elevator Inspection	920	900	1,000	1,000	1,100	1,100
	Alarm Monitoring	500	300	300	300	500	500
	Total	12,500	13,000	13,500	13,500	15,000	15,000
6255	**UTILITIES - ELECTRIC**						
		17,000	20,000	20,000	20,000	20,000	18,000
	Total	17,000	20,000	20,000	20,000	20,000	18,000
6256	**UTILITIES - NATURAL GAS**						
		8,000	4,000	5,000	5,000	5,000	4,500
	Total	8,000	4,000	5,000	5,000	5,000	4,500
6257	**UTILITIES - OTHER**						
	Water/Sewer/Propane	1,500	2,000	2,000	2,000	3,000	2,500
	Total	1,500	2,000	2,000	2,000	3,000	2,500
6265	**REPAIRS - EQUIPMENT**						
	Miscellaneous	500	1,500	1,500	1,500	1,500	1,000
	Total	500	1,500	1,500	1,500	1,500	1,000
6266	**REPAIRS - BUILDING**						
		500	3,000	5,000	5,000	5,000	3,000
	Total	500	3,000	5,000	5,000	5,000	3,000
6275	**SCHOOLS/CONFERENCES**						
		200	200	200	200	200	200
	Total	200	200	200	200	200	200

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 45: APPLE VALLEY SENIOR CENTER - 1920

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
6277	**MILEAGE ALLOWANCE**						
	Part-Time Staff	100	100	100	100	100	100
	Total	100	100	100	100	100	100
6280	**DUES & SUBSCRIPTIONS**						
	MASS	100	100	100	100	100	100
	Total	100	100	100	100	100	100
6281	**UNIFORM/CLOTHING ALLOWANCE**						
		200	200	200	200	200	200
	Total	200	200	200	200	200	200
6399	**OTHER CHARGES**						
	Misc	2,000	1,000	1,000	1,000	1,000	1,000
	Total	2,000	1,000	1,000	1,000	1,000	1,000
6351	**VISA/BANK CHARGES**						
		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
6720	**CAPITAL OUTLAY - OFFICE FURN**						
	Dance Floor	9,000					
	Industrial Carpet Extractor			6,500	6,500		
	Total	9,000	-	6,500	6,500	-	-
6725	**CAPITAL OUTLAY - OFFICE EQUIP**						
	Digital Signage					2,500	2,500
	Computer/ POS System					2,500	2,500
	Total	-	-	-	-	5,000	5,000
	Total Net of Personnel	68,100	62,600	71,600	71,600	73,400	67,400
	TOTAL EXPENSES	$ 287,362	$ 287,889	$ 301,013	$ 301,013	$ 317,160	$ 310,560

Apple Valley

Notes:

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COMPANY	DEPARTMENT	BUSINESS UNIT	ACTIVITY
1000	43	1970	Cable TV

DESCRIPTION OF ACTIVITY

Cable TV represents 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.

MAJOR OBJECTIVES FOR 2014

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. Interface with Commission staff for cable franchise renewal
5. Replace control room and recording equipment.

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Actual 2010	Actual 2011	Actual 2012	Projected 2013	Projected 2014
Valley Beat episodes	6	6	4	6	6
Hook & Ladder episodes	6	6	4.5	6	6
Council meetings	25	23	26	25	25
Planning Commission meetings	22	17	18	24	24
Parks Advisory meetings	5	5	5	5	5

				Regular Status Personnel Schedule – FTE's	
	Adopted	Adopted	Adopted	Adopted	Proposed
Position Title	2010	2011	2012	2013	2014
None					

				Temporary Status Personnel Schedule	
	Adopted	Adopted	Adopted	Adopted	Proposed
Position Title	2010	2011	2012	2013	2014
None					

Summary Budget Department 43 Cable TV							
	2010 Actual	2011 Adopted	2011 Actual	2012 Adopted	2012 Actual	2013 Adopted	2014 Proposed
Revenue:							
Franchise Fee	564,663	450,000	583,782	450,000	450,000		41,170
	564,663	450,000	583,782	450,000	450,000	-	41,170
Expenditures:							
Salaries & Wages	476	-	400	-	160	-	-
Emp. Benefits	-	-	-	-	-	-	-
Supplies	616	875	237	875	924	900	840
Contractual Serv.	5,775	20,500	143	20,500	200	19,950	19,950
Repairs & Maint.	1,913	450	941	450	8,731	1,000	380
Training/Travel/Dues	105	-	-	-	-	-	-
Other Exp. / Transfer out	12,241	12,800	15,473	12,800	18,061	12,800	20,000
Capital outlay		-	-	-	-		-
	21,126	34,625	17,194	34,625	28,076	34,650	41,170
Net addition to (use of) general revenues	543,537	415,375	566,588	415,375	421,924	(34,650)	-

2014 CAPITAL OUTLAY

Replace majority of control room and Council Chambers recording equipment with digital HD equipment.

City of Apple Valley
Budget Summary
2014 Budget
CABLE TV

Object Account	2011 Actual	2012 Council Adopted Amended Budget	2012 Actual	2013 Council Adopted Original Budget	06/30/13 YTD Actual	2014 Dept Proposed	2014 Admin Recomm
6112 - SALARY-SEASONAL TEMP	400		160		-488		
6105 - SALARIES AND WAGES	400		160		-488		
6125 - EMPLOYEE BENEFITS	0		0		0		
6100 - TOTAL PERSONNEL SERVICES	400		160		-488		
6210 - OFFICE SUPPLIES	212	350	240	375	0	350	0
6211 - SMALL TOOLS & EQUIPMENT	0	75	0	75	0	70	0
6215 - EQUIPMENT-PARTS	25	150	684	150	0	140	0
6229 - GENERAL SUPPLIES	0	300	0	300	91	280	0
6205 - SUPPLIES	237	875	924	900	91	840	0
6235 - CONSULTANT SERVICES	143	20,500	200	19,950	0	19,950	0
6230 - CONTRACTUAL SERVICES	143	20,500	200	19,950	0	19,950	0
6265 - REPAIRS-EQUIPMENT	941	450	8,731	1,000	1,041	380	0
6266 - REPAIRS-BUILDING							
6260 - REPAIRS AND MAINTENA	941	450	8,731	1,000	1,041	380	0
6270 - TRAINING/TRAVEL/DUES	0		0		0		
6200 - TOTAL OPERATING COSTS	1,321	21,825	9,854	21,850	1,132	21,170	0
7110 - TRANSFER TO OTHER FUNDS	15,473	12,800	18,061	12,800	0	20,000	0
7100 - TOTAL TRANSFERS	15,473	12,800	18,061	12,800	0	20,000	0
6001 - EXPENDITURES	17,194	34,625	28,076	34,650	645	41,170	0

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 43: CABLE TV - 1970

COMPANY 1000: CABLE TV FRANCHISE FEE FUND (NEW IN 2013)

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
6210	**OFFICE SUPPLIES**						
	Misc.	350	350	375	375	375	-
						(25)	-
	Total	350	350	375	375	350	-
6211	**SMALL TOOLS & EQUIPMENT**						
	Misc.	75	75	75	75	75	-
						(5)	-
	Total	75	75	75	75	70	-
6215	**EQUIPMENT - PARTS**						
	Misc.	150	150	150	150	150	-
						(10)	-
	Total	150	150	150	150	140	-
6229	**GENERAL SUPPLIES**						
	Dubbing tapes, cables, etc.	300	300	300	300	300	-
						(20)	-
	Total	300	300	300	300	280	-
6235	**CONSULTANT SERVICES**						
	Legal Fees (Not Reimbursable)	750	5,800	5,800	5,800	5,800	-
	Police Beat Programming	6,575	6,575	6,575	6,575	6,575	-
	Hook & Ladder Programming	6,575	6,575	6,575	6,575	6,575	-
	Park and Rec Comm Meetings	1,000	1,000	1,000	1,000	1,000	-
	Other Programming	-					
	Webcasting Fee ($395 per month)	5,600	-				
	Award apps/ peer reviews						
	Total	20,500	19,950	19,950	19,950	19,950	-
6265	**REPAIRS - EQUIPMENT**						
		450	1,000	1,000	4,000	450	-
						(70)	-
	Total	450	1,000	1,000	4,000	380	-
6740	**CAPITAL OUTLAY - OTHER ITEMS**						
	Control Room Replacement Project					250,000	-
	Moved to Cable TV Capital Projects Fund					(250,000)	-
	Total	-	-	-	-	-	-
7110	**TRANSFER TO CABLE TV FUND**						
		12,800	12,800	12,800	14,000	20,000	-
	Total	12,800	12,800	12,800	14,000	20,000	-
	TOTAL EXPENSES	34,625	34,625	34,650	38,850	41,170	-

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

MAJOR OBJECTIVES FOR 2014

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.

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Actual 2010	Actual 2011	Actual 2012	Projected 2013	Projected 2014
Worker Comp Exp. modifier	1.03	.91	.80	.80	.75

	Regular Status Personnel Schedule –FTE's				
Position Title	Adopted 2010	Adopted 2011	Adopted 2012	Adopted 2013	Proposed 2014
None					

Summary Budget
Department 47 Insurance

	2010 Actual	2011 Adopted	2011 Actual	2012 Adopted	2012 Actual	2013 Adopted	2014 Proposed
Revenue:							
Expenditures:							
Salaries & Wages	-	-	-	-			
Emp. Benefits	4,195	5,000	6,286	6,000	8,899	6,000	6,000
Other Exp.	257,000	268,000	268,000	260,200	260,200	265,000	262,000
Capital outlay	-	-	-	-			
Net provision to (use of) general revenues	261,195	273,000	274,286	266,200	269,099	271,000	268,000

2014 CAPITAL OUTLAY

none

City of Apple Valley
Budget Summary
2014 Budget
INSURANCE

Object Account	2011 Actual	2012 Council Adopted Amended Budget	2012 Actual	2013 Council Adopted Original Budget	06/30/13 YTD Actual	2014 Dept Proposed	2014 Admin Recomm
6105 - SALARIES AND WAGES	0	0	0	0	0	0	0
6142 - WORKERS COMPENSATION	0	6,000	0	0	0	0	0
6143 - UNEMPLOYMENT COMPENSATION	6,286	0	8,899	6,000	10,279	6,000	6,000
6125 - EMPLOYEE BENEFITS	6,286	6,000	8,899	6,000	10,279	6,000	6,000
6100 - TOTAL PERSONNEL SERVICES	6,286	6,000	8,899	6,000	10,279	6,000	6,000
6311 - INSURANCE-PROPERTY/LIABILITY	268,000	260,200	260,200	265,000	132,500	267,000	262,000
6300 - TOTAL OTHER EXPENDITURES	268,000	260,200	260,200	265,000	132,500	267,000	262,000
6001 - EXPENDITURES	274,285	266,200	269,099	271,000	142,779	273,000	268,000

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 47: INSURANCE - 1950

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
6142	Workers' Compensation Insurance	309,000					
6143	Unemployment Costs	5,000	6,000	6,000	13,000	6,000	6,000
	Total	314,000	6,000	6,000	13,000	6,000	6,000
6235	**CONSULTANT SERVICES**						
	Total	-	-	-	-	-	-
6311	**INSURANCE**						
	Automobile	38,000	40,700	26,500	26,500	35,000	35,000
	Property			102,600	102,600	113,000	108,000
	General Liability	178,000	173,100	86,400	86,400	63,000	63,000
	Boiler and Machinery	10,000	8,800	8,500	8,500	12,000	12,000
	Umbrella	40,400	34,300	37,400	37,400	41,000	41,000
	Employee Bonds	1,600	3,300	3,600	3,600	3,000	3,000
	Total	268,000	260,200	265,000	265,000	267,000	262,000
	Total Net of Personnel	268,000	260,200	265,000	265,000	267,000	262,000
	TOTAL EXPENSES	$ 582,000	$ 266,200	$ 271,000	$ 278,000	$ 273,000	$ 268,000

Apple Valley

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COMPANY	DEPARTMENT	BUSINESS UNIT	ACTIVITY
1000	48	1960	Contingency

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.

In recent years fuel costs remain volatile and could exceed individual department budgets. In 2013 the election equipment is being replaced according to Dakota County and the City will be expected to cover its share of those costs, there is a provision in the City Clerk program budget for these costs but there is the possibility that additional costs may be incurred.

MAJOR OBJECTIVES FOR 2014

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Actual 2010	Actual 2011	Actual 2012	Projected 2013	Projected 2014

Summary Budget
Department 48 Contingency

	2010 Actual	2011 Adopted	2011 Actual	2012 Adopted	2012 Actual	2013 Adopted	2014 Proposed
Expenditures:							
Supplies	-	-	-	-	278	-	-
Contractual Serv.	-	-	-	-	-	-	-
Other Exp.	-	135,175	-	165,791	27,564	165,000	124,190
Capital outlay	-	-	-		-	-	-
Total	-	135,175	-	165,791	27,842	165,000	124,190

2014 CAPITAL OUTLAY:

none

City of Apple Valley
Budget Summary
2014 Budget
CONTINGENCY

Object Account	2011 Actual	2012 Council Adopted Amended Budget	2012 Actual	2013 Council Adopted Original Budget	06/30/13 YTD Actual	2014 Dept Proposed	2014 Admin Recomm
6229 - GENERAL SUPPLIES	0		278		0		
6205 - SUPPLIES	0		278		0		
6249 - OTHER CONTRACTUAL SERVICES	0		27,564		0		
6230 - CONTRACTUAL SERVICES	0		27,564		0		
6200 - TOTAL OPERATING COSTS	0		27,842		0		
6399 - OTHER CHARGES		165,791		165,000		160,000	124,190
6301 - OTHER EXPENDITURES	0	165,791	0	165,000	0	160,000	124,190
6300 - TOTAL OTHER EXPENDITURES	0	165,791	0	165,000	0	160,000	124,190
7110 - TRANSFER TO OTHER FUNDS	1,748,007		1,519,000		0		
7100 - TOTAL TRANSFERS	1,748,007		1,519,000		0		
6001 - EXPENDITURES	1,748,007	165,791	1,546,842	165,000	0	160,000	124,190

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 48: CONTINGENCY - 1960

COMPANY 1000: GENERAL FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
6399	**OTHER CHARGES**					
	General Contingency	135,175	105,791	105,000	93,000	57,190
	$.50 per gallon for fuel		60,000	60,000	60,000	60,000
	potential Labor Negotiation Consultant ($7,000)			-	7,000	7,000
	Total	135,175	165,791	165,000	160,000	124,190
	Total Net of Personnel	135,175	165,791	165,000	160,000	124,190
	TOTAL EXPENSES	$ 135,175	$ 165,791	$ 165,000	$ 160,000	$ 124,190

Apple Valley

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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 2014

Beginning with the 2014 Operating budget the Equipment Certificates fund will be used only for the purchases for the Streets and Parks Maintenance Department.

Summary Budget
Department 53 - LGA/Equipment Certificates

	2011 Adopted	2011 Actual	2012 Adopted	2012 Actual	2013 Adopted	2013 Projected	2014 Proposed
Revenue:							
Investment Earnings	3,000	10,335	2,500	7,124	6,000	4,500	3,900
Equip. Cert. Issued	685,000		796,200	1,338,654	441,000	-	691,000
Sale Proceeds	-	14,000	-		-	30,000	122,000
Transfer from Future Cap Proj	-	-	-		-	-	-
Transfer from Eq Cert Debt Fu	-		-		-	-	-
	688,000	24,335	798,700	1,345,778	447,000	34,500	816,900
Expenditures:							
Capital outlay:							
Public Saftey Equip.	375,000	-	498,000	-	-	498,000	-
Public Works Equip.	310,000	353,819	221,000	203,569	143,000	143,000	484,000
Parks Equip.	-		77,200	71,685	176,000	304,000	309,500
Other Exp. (bond issuance costs)		-	0	18,655			20,000
Total	685,000	353,819	796,200	293,909	319,000	945,000	813,500
Fund Balance							
Beginning of Year	$ 455,704	$ 455,704	$ 126,220	$ 126,220	$ 452,301	$ 1,178,089	$ 267,589
Revenues	688,000	24,335	798,700	1,345,778	447,000	34,500	816,900
Expenditures	(685,000)	(353,819)	(796,200)	(293,909)	(319,000)	(945,000)	(813,500)
End of Year	$ 458,704	$ 126,220	$ 452,301	$ 1,178,089	$ 580,301	$ 267,589	$ 270,989

2014 CAPITAL OUTLAY :

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
	$ 484,000

Replace Dodge ¾ Ton Quad Cab Pickup (unit # 225)	$ 23,000
Replace Ford 1 Ton Drop Side Dump Truck (4-WD) 9' Unimount Pro-Plus Plow (unit # 230)	$ 39,000
Replace Ford 1 Ton Drop Side Dump Truck (4-WD) 9' Unimount Pro-Plus Plow (unit # 249)	$ 39,000
Replace Ford 1 Ton Drop Side Dump Truck (4-WD) 9' Unimount Pro-Plus Plow (unit # 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 77-100-B (unit # 256)	$ 23,000
Replace 2004 Cushman 4-Wheel Truckster W/Groomer-Leveler & Rollbar (unit # 257)	$ 25,000
	$309,500
	$ 793,500

City of Apple Valley
Budget Summary
2014 Budget
LGA/EQUIP CERTIFICATES

Object Account	2011 Actual	2012 Council Adopted Amended Budget	2012 Actual	2013 Council Adopted Original Budget	06/30/13 YTD Actual	2014 Dept Proposed	2014 Admin Recomm
6730 - CAPITAL OUTLAY-TRANSPORTATION	353,819		140,054		0		
6740 - CAPITAL OUTLAY-MACH/EQ/OTHER	0	0	135,200	319,000	133,895	793,500	793,500
6701 - TOTAL CAPITAL OUTLAY	353,819	0	275,254	319,000	133,895	793,500	793,500
6700 - TOTAL CAPITAL OUTLAY	353,819	0	275,254	319,000	133,895	793,500	793,500
7002 - BOND ISSUANCE DISCOUNT			6,003		0		
7010 - BOND ISSUANCE EXPENSES			12,652		0	20,000	20,000
7001 - TOTAL INTEREST AND FISCAL FEES			18,655		0	20,000	20,000
7000 - TOTAL INTEREST AND FISCAL FEES			18,655		0	20,000	20,000
6001 - EXPENDITURES	353,819	0	293,909	319,000	133,895	813,500	813,500

Apple Valley

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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 16 and 22 and Public Access Channel 12.
- Monitor the use of Educational Access Channel 10 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 2015

1. Perform all duties described in the Description of Activities.
2. Assist the member cities in upgrading their control room and council chambers camera system 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 six episodes of Valley Beat for the City of Apple Valley.
6. Produce and replay six episodes of Hook & Ladder for the City of Apple Valley.
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 2015 budget to the Cable Commission.

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Projected 2010	Projected 2011	Projected 2012	Projected 2013	Projected 2014
# of Cable Customers	20,358	20,900	19,500	19,800	19,800
# of City Meetings Cablecast	130	140	130	130	130
# of Other 1st Run Programs Cablecast	65	60	65	60	60
Total Hours of Programming Cablecast	4,445	4,470	5,000	4,500	4,500
Estimated # of Bulletin Board Messages	325	400	450	500	500

OUTCOME MEASURES

	Projected 2010	Projected 2011	Projected 2012	Projected 2013	Projected 2014
Cost per household from General Fund	$1.45	$1.45	$1.45	$1.45	$0
Cost per Cable Subscriber Annually	$6.00	$6.00	$6.00	$6.00	$6.00

Regular Status Personnel Schedule – FTE's					
Position Title	Adopted 2010	Adopted 2011	Adopted 2012	Adopted 2013	Proposed 2014
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 2010	Adopted 2011	Adopted 2012	Adopted 2013	Proposed 2014
Cable Access Prod. Asst.	520	520	-0-	-0-	-0-
Cable Operators	1120	1120	1120	1120	1120

Summary Budget
Department 70 Cable TV Joint Powers

	2010 Actual	2011 Adopted	2011 Actual	2012 Adopted	2012 Actual	2013 Adopted	2014
Revenue:							
PEG Fees	71,756	74,000	70,361	71,000	68,396	71,000	71,000
Other City Shares	83,996	85,804	80,804	86,458	86,992	88,530	90,868
Investment Earnings	2,246	2,000	5,947	2,000	2,431	2,000	2,000
Transfer from Other Funds	12,241	12,800	15,473	12,800	18,061	12,800	12,800
Other Misc rev.	308	13,150	-	-	547	15,879	20,217
	170,547	187,754	172,585	172,258	176,427	190,209	196,885
Expenditures:							
Salaries & Wages	120,822	120,661	119,533	122,783	111,509	125,187	128,902
Emp. Benefits	35,616	43,796	36,812	44,217	32,181	45,322	46,233
Supplies	1,503	3,400	1,925	3,400	2,601	3,100	3,250
Contractual Serv.	1,914	5,800	551	2,300	5,272	2,300	2,800
Repairs & Maint.	5,627	3,250	962	2,828	863	3,100	4,000
Training/Travel/Dues	6,074	7,850	8,842	7,537	5,056	7,750	8,200
Other Exp.	4,027	-	1,577	3,000	3,039	3,450	3,500
Capital outlay	9,043	-	15,653	-	7,915	-	
	184,626	184,757	185,855	186,065	168,436	190,209	196,885
Net addition to (use of) general revenues	(14,079)	2,997	(13,270)	(13,807)	7,991	-	-

2014 CAPITAL OUTLAY

None

City of Apple Valley
Budget Summary
2014 Budget
CABLE TV JOINT POWERS RESERVE

Object Account	2011 Actual	2012 Council Adopted Amended Budget	2012 Actual	2013 Council Adopted Original Budget	06/30/13 YTD Actual	2014 Dept Proposed	2014 Admin Recomm
6110 - SALARY-REGULAR EMPLOYEES	107,174	106,392	97,847	105,206	53,983	107,311	107,311
6111 - SALARY PART-TIME	11,395	13,125	12,600	13,500	6,133	15,000	15,000
6112 - SALARY-SEASONAL TEMP	-480	0	-160	0	488	0	0
6113 - OVERTIME-REGULAR EMPLOYEES	883	1,000	2,326	1,000	675	1,000	1,000
6121 - INSURANCE CASH BENEFIT	1,444		1,221		694		
6122 - COMP REQUEST	-883		-2,326		-581		
6123 - SALARY-OTHER		2,266		5,481		5,591	5,591
6105 - SALARIES AND WAGES	119,533	122,783	111,509	125,187	61,392	128,902	128,902
6138 - MEDICARE	1,794	1,780	1,672	1,815	908	1,852	1,852
6139 - FICA	7,670	7,614	7,147	7,762	3,883	7,918	7,918
6140 - HOSPITAL & LIFE INSURANCE		24,960		25,920		0	0
6141 - PENSIONS-PERA	7,778	8,902	7,222	9,004	3,998	9,185	9,185
6142 - WORKERS COMPENSATION	616	646	561	501	315	512	512
6143 - UNEMPLOYMENT COMPENSATION	440		36		0		
6144 - LONG-TERM DISABILITY INSURANCE	298	315	275	320	159	327	327
6145 - MEDICAL INSURANCE	17,215	0	14,101	0	7,885	26,439	26,439
6146 - DENTAL INSURANCE	709		730		471		
6147 - LIFE INSURANCE-BASIC	23		20		11		
6148 - LIFE INSURANCE-SUPP/DEPEND	270		416		203		
6125 - EMPLOYEE BENEFITS	36,812	44,217	32,181	45,322	17,835	46,233	46,233
6100 - TOTAL PERSONNEL SERVICES	156,345	167,000	143,689	170,509	79,226	175,135	175,135
6210 - OFFICE SUPPLIES	37	800	195	400	0	450	450
6211 - SMALL TOOLS & EQUIPMENT	754	700	370	300	199	350	350
6215 - EQUIPMENT-PARTS	509	800	203	400	250	450	450
6229 - GENERAL SUPPLIES	624	1,100	1,833	2,000	399	2,000	2,000
6205 - SUPPLIES	1,925	3,400	2,601	3,100	848	3,250	3,250
6231 - LEGAL SERVICES					733		
6235 - CONSULTANT SERVICES	73	1,500	4,598	1,500	16,562	2,000	2,000
6237 - TELEPHONE/PAGERS	458	800	541	800	280	800	800
6238 - POSTAGE/UPS/FEDEX	20		101		0		
6239 - PRINTING	0		32		0		
6230 - CONTRACTUAL SERVICES	551	2,300	5,272	2,300	17,576	2,800	2,800
6265 - REPAIRS-EQUIPMENT	962	2,828	0	3,100	0	4,000	4,000
6269 - REPAIRS-OTHER	0		863		0		
6260 - REPAIRS AND MAINTENA	962	2,828	863	3,100	0	4,000	4,000
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	630	1,187	640	800	35	800	800
6277 - MILEAGE/AUTO ALLOWANCE	3,532	4,600	3,851	4,600	1,694	4,800	4,800
6280 - DUES & SUBSCRIPTIONS	4,680	1,750	565	2,350	1,750	2,600	2,600
6270 - TRAINING/TRAVEL/DUES	8,842	7,537	5,056	7,750	3,479	8,200	8,200
6200 - TOTAL OPERATING COSTS	12,280	16,065	13,792	16,250	21,903	18,250	18,250
6311 - INSURANCE-PROPERTY/LIABILITY	2,832	3,000	2,844	3,450	2,640	3,500	3,500
6399 - OTHER CHARGES	-1,255		195		0		
6301 - OTHER EXPENDITURES	1,577	3,000	3,039	3,450	2,640	3,500	3,500
6300 - TOTAL OTHER EXPENDITURES	1,577	3,000	3,039	3,450	2,640	3,500	3,500
6740 - CAPITAL OUTLAY-MACH/EQ/OTHER	15,653	0	7,915	0	0	0	0
6701 - TOTAL CAPITAL OUTLAY	15,653	0	7,915	0	0	0	0
6700 - TOTAL CAPITAL OUTLAY	15,653	0	7,915	0	0	0	0
6001 - EXPENDITURES	185,854	186,065	168,435	190,209	103,770	196,885	196,885

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 70: CABLE TV JOINT POWERS- 2010

COMPANY 2010: CABLE TV JOINT POWERS

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
	SALARIES					
6110	Cable Coordinator	63,887	63,887	66,144	67,467	67,467
6110	Full-Time Employees-Access Asst.	34,902	37,731	39,062	39,844	39,844
6111	Part-Time Employees-Access Asst.	-	-			
6111	PT Employees-Control room operators	13,125	13,125	13,500	15,000	15,000
6113	Overtime-Reg	1,000	1,000	1,000	1,000	1,000
6123	Salaries - Other	4,918	4,918	5,481	5,591	5,591
6138	Medicare	1,752	1,752	1,815	1,852	1,852
6139	FICA	7,480	7,480	7,762	7,918	7,918
6145	Hospital & Life Insurance	24,960	24,960	25,920	26,439	26,439
6141	Pension - PERA	8,747	8,747	9,004	9,185	9,185
6142	Worker Comp	548	548	501	512	512
6144	Long-term Disability Insurance	309	309	320	327	327
	Total	161,628	164,457	170,509	175,135	175,135
6210	**OFFICE SUPPLIES**					
	Misc.	800	800	400	450	450
	Total	800	800	400	450	450
6211	**SMALL TOOLS & EQUIPMENT**					
	Misc.	700	700	300	350	350
	Total	700	700	300	350	350
6215	**EQUIPMENT-PARTS**					
	Misc	800	800	400	450	450
	Total	800	800	400	450	450
6229	**GENERAL SUPPLIES**					
	Misc. Supplies & Recording Media	1,000	1,000	2,000	2,000	2,000
	Production Music Library	100	100	-		
	Total	1,100	1,100	2,000	2,000	2,000
6235	**CONSULTANT SERVICES**					
	Legal Fees	2,000	2,000	1,500	2,000	2,000
	Technical Consulting					
	LMCIT Insurance	3,000	3,000			
	Total	5,000	5,000	1,500	2,000	2,000
6237	**TELEPHONE/POSTAGE**					
	Cell Phone	800	800	800	800	800
	Total	800	800	800	800	800
6265	**REPAIRS-EQUIPMENT**					
	Non-Service Contract Repairs	2,000	2,000	1,500	2,000	2,000
	Tightrope System Service Contract	1,250	1,250	1,600	2,000	2,000
	Total	3,250	3,250	3,100	4,000	4,000
6275	**SCHOOL/CONF/EXP - LOCAL**					
	MACTA Annual	987	987	600	600	600
	Other local for Coordinator	200	200	200	200	200
	Misc. Commission Attendance					
	NATOA & NAB Convention					
	Total	1,187	1,187	800	800	800
6277	**MILEAGE ALLOWANCE**					
	Car Allowance/Coordinator ($300 per)	3,600	3,600	3,600	3,600	3,600
	Cable Asst. Mileage	1,000	1,000	1,000	1,200	1,200
	Total	4,600	4,600	4,600	4,800	4,800
6280	**DUES & SUBSCRIPTIONS**					
	MACTA Dues	1,750	1,750	1,750	2,000	2,000
	Professional Journals/ Publications					
	NATOA Annual Membership			600	600	600
	Total	1,750	1,750	2,350	2,600	2,600

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 70: CABLE TV JOINT POWERS- 2010

COMPANY 2010: CABLE TV JOINT POWERS

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
6311	**INSURANCE**					
	LMCIT Insurance			3,450	3,500	3,500
	Total	-	-	3,450	3,500	3,500
6740	**CAPITAL OUTLAY - OTHER ITEMS**					
	Production Music Library					
	Total	-	-	-	-	-
	Total Net of Personnel	19,987	19,987	19,700	21,750	21,750
	TOTAL EXPENSES	$ 181,615	$ 184,444	$ 190,209	$ 196,885	$ 196,885
	Minus Apple Valley Add. Contribution	(13,150)	(13,150)	(13,150)	(13,150)	(13,150)
	Actual total to be divided by Cities	$ 168,465	$ 171,294	$ 177,059	$ 183,735	$ 183,735
	Individual City shares are:					
	Apple Valley	$84,232.50	$85,647.00	$88,529.70	$91,867.50	$91,867.50
	Farmington	$42,116.25	$42,823.50	$44,264.85	$45,933.75	$45,933.75
	Rosemount	$42,116.25	$42,823.50	$44,264.85	$45,933.75	$45,933.75

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 2014

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. Interface with Commission staff for cable franchise renewal
5. Replace control room and recording equipment. All of the original analog equipment that makes up our camera and recording system needs to be replaced as it is technologically obsolete. When transitioning to a digital HD platform, virtually all of the components in the system need to be upgraded together. The majority of the City's cable television capital equipment was purchased in 2000 and 2001 when the Municipal Center was constructed and the current cable franchise was renewed. Many of those capital components are obsolete by today's technology standards and are experiencing high rates of failure. In many cases, replacement parts are very expensive or unavailable at all. As the technology has changed so much in the past decade, new components are often not backward compatible with other existing functioning components. The City is working jointly with the other cable commission cities to replace this aging and failing equipment over the next two years.

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Actual 2011	Actual 2012	Projected 2013	Projected 2014
Valley Beat episodes	6	4	6	6
Hook & Ladder episodes	6	4.5	6	6
Council meetings	23	26	25	25
Planning Commission meetings	17	18	24	24

Parks Advisory meetings	5	5	5	5

	Regular Status Personnel Schedule –FTE's			
	Adopted	Adopted	Proposed	Proposed
Position Title	2011	2012	2013	2014
None				

Summary Budget
Department 81- Cable Capital Equip-PEG

	2011 Actual	2012 Budget	2012 Actual	2013 Adopted	2013 Projected	2014 Proposed
Revenue:						
Excess PEG Revenues	-	-	-	-	-	-
Excess Franchise Revenues	-	-	100,000	100,000	100,000	100,000
Transfer from General Fund	-	-	-	-	-	-
Investment Earnings	2,544	-	349	-	3,750	3,750
	2,544	-	100,349	100,000	103,750	103,750
Expenditures:						
Supplies	-	-	-	-	-	840
Contractual Serv.	-	-	-	-	-	19,950
Repairs & Maint.	-	-	-	-	-	380
Capital outlay	-	-	-	250,000	-	250,000
Transfers out	-	-	-	-	-	20,000
Total	-	-	-	250,000	-	291,170
Fund Balance						
Beginning of Year	$ 55,860	$ -	$ 58,404	$ 158,753	$ 158,753	$ 262,503
Revenues	2,544	-	100,349	100,000	103,750	103,750
Expenditures	-	-	-	(250,000)	-	(291,170)
End of Year	58,404	-	158,753	8,753	262,503	75,083

2014 CAPITAL OUTLAY

Replace majority of control room and Council Chambers recording equipment with digital HD equipment. The estimated cost of this project is $250,000 which was previously budgeted in 2013 but the project will be postponed until 2014.

City of Apple Valley
Budget Summary
2014 Budget
CABLE CAPITAL EQUIP-PEG

Object Account	2011 Actual	2012 Council Adopted Amended Budget	2012 Actual	2013 Council Adopted Original Budget	06/30/13 YTD Actual	2014 Dept Proposed	2014 Admin Recomm
6210 - OFFICE SUPPLIES						350	350
6211 - SMALL TOOLS & EQUIPMENT						70	70
6215 - EQUIPMENT-PARTS						140	140
6229 - GENERAL SUPPLIES						280	280
6205 - SUPPLIES						**840**	**840**
6235 - CONSULTANT SERVICES						19,950	19,950
6230 - CONTRACTUAL SERVICES						**19,950**	**19,950**
6265 - REPAIRS-EQUIPMENT						380	380
6260 - REPAIRS AND MAINTENA						**380**	**380**
6200 - TOTAL OPERATING COSTS						**21,170**	**21,170**
6715 - CAPITAL OUTLAY-BUILDINGS				250,000		0	0
6740 - CAPITAL OUTLAY-MACH/EQ/OTHER						250,000	250,000
6700 - TOTAL CAPITAL OUTLAY				**250,000**		**250,000**	**250,000**
7110 - TRANSFER TO OTHER FUNDS						20,000	20,000
7101 - TOTAL TRANSFERS						**20,000**	**20,000**
6001 - EXPENDITURES				**250,000**		**291,170**	**291,170**

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 81: CABLE CAPITAL EQUIP-PEG - 4800

COMPANY 1000: CABLE TV FRANCHISE FEE FUND (NEW IN 2013)

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2103 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
6210	**OFFICE SUPPLIES**						
	Misc.	350	350	375	375	375	375
						(25)	(25)
	Total	350	350	375	375	350	350
6211	**SMALL TOOLS & EQUIPMENT**						
	Misc.	75	75	75	75	75	75
						(5)	(5)
	Total	75	75	75	75	70	70
6215	**EQUIPMENT - PARTS**						
	Misc.	150	150	150	150	150	150
						(10)	(10)
	Total	150	150	150	150	140	140
6229	**GENERAL SUPPLIES**						
	Dubbing tapes, cables, etc.	300	300	300	300	300	300
						(20)	(20)
	Total	300	300	300	300	280	280
6235	**CONSULTANT SERVICES**						
	Legal Fees (Not Reimbursable)	750	5,800	5,800	5,800	5,800	5,800
	Police Beat Programming	6,575	6,575	6,575	6,575	6,575	6,575
	Hook & Ladder Programming	6,575	6,575	6,575	6,575	6,575	6,575
	Park and Rec Comm Meetings	1,000	1,000	1,000	1,000	1,000	1,000
	Other Programming	-					
	Webcasting Fee ($395 per month)	5,600	-				
	Award apps/ peer reviews						
	Total	20,500	19,950	19,950	19,950	19,950	19,950
6265	**REPAIRS - EQUIPMENT**						
		450	1,000	1,000	4,000	450	450
						(70)	(70)
	Total	450	1,000	1,000	4,000	380	380
6740	**CAPITAL OUTLAY - OTHER ITEMS**						
	Control Room Replacement Project			250,000	-	250,000	250,000
	Total	-	-	250,000	-	250,000	250,000
7110	**TRANSFER TO CABLE TV FUND**						
		12,800	12,800	12,800	14,000	20,000	20,000
	Total	12,800	12,800	12,800	14,000	20,000	20,000
	TOTAL EXPENSES	34,625	34,625	284,650	38,850	291,170	291,170

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 receipt of any Market Value Homestead Credits the City may receive from the State and the amounts transferred from the General Fund that exceed the amounts established by the Fund Balance Policy at the end of each fiscal year.

MAJOR OBJECTIVES FOR 2014

Recent legislation has been enacted that discontinues the Market Value Homestead Credit program as it has operated in previous years. It is not to be expected to be collected in future years. With the changes made to the statewide program there will no longer be an additional levy required to make up for the credits previously received by homesteaded residential properties.

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 2014 budget provides this support by using resources to make the debt service payments on the 2004 Park Bonds until 2017. This strategy will free up levy capacity that can be directed toward the annual street maintenance program.

Summary Budget
Department - Future Capital Projects Fund

	2010 Actual	2011 Actual	2012 Adopted	2012 Actual	2013 Adopted	2014 Proposed
Revenue:						
Mkt Value Homestead Cr.	16,214	15,570	-	8,270	-	-
Investment Earnings	188,543	574,345	195,000	248,612	174,200	174,200
Refunds and reimb.	149,657	-	-	-	-	-
Interfund Loan repayment Int.	-	-	-	50,000	50,000	50,000
Transfer from General Fund	1,996,000	1,748,007	-	1,519,000	-	-
Transfers from other Funds	-	156,495	-	-	-	-
	2,350,414	2,494,417	195,000	1,825,882	224,200	224,200
Expenditures:						
Capital outlay	-	59,000	-	585,550	1,076,000	-
Long Term Interfund Loan	-	-	-	2,000,000	-	-
Transfer out - Street Maintenance Program				912,381		
Transfer out - Park Bond Debt Service					960,000	960,000
Transfers out	1,672,000	-	-	-	-	-
Total	1,672,000	59,000	-	3,497,931	2,036,000	960,000
Cash Balance						
Beginning of Year	$ 12,465,735	$ 13,144,149	$ 15,579,566	$ 15,579,566	$ 13,907,517	$ 12,095,717
Revenues	2,350,414	2,494,417	195,000	1,825,882	224,200	224,200
Expenditures	(1,672,000)	(59,000)	-	(3,497,931)	(2,036,000)	(960,000)
End of Year	13,144,149	15,579,566	15,774,566	13,907,517	12,095,717	11,359,917

Long Term - Interfund Loan Receivable	2012	2013	2014	2015
Beginning Balance	$ -	$ 1,957,321	$ 1,915,150	$ 1,872,811
Interfund Loan Made	2,000,000	-		
Principal Payment Received	42,679	42,171	42,339	42,509
Ending Balance	$ 1,957,321	$ 1,915,150	$ 1,872,811	$ 1,830,302

2013 CAPITAL OUTLAY

Community Center Roof Replacement	$250,000
CMF – Vehicle Wash Bay	$826,000
Voting Tabulating Equip.	$152,000
Support of Annual Street Maintenance	$125,000
	1,353,000

2014 CAPITAL OUTLAY

CMF Vehicle Wash Bay (remainder)	$ 14,450

City of Apple Valley
Budget Summary
2014 Budget
FUTURE CAPITAL PROJECTS

Object Account	2011 Actual	2012 Council Adopted Amended Budget	2012 Actual	2013 Council Adopted Original Budget	06/30/13 YTD Actual	2014 Dept Proposed	2014 Admin Recomm
6205 - SUPPLIES	0		0		0		
6235 - CONSULTANT SERVICES	59,000		85,550		5,040		
6230 - CONTRACTUAL SERVICES	59,000		85,550		5,040		
6200 - TOTAL OPERATING COSTS	59,000		85,550		5,040		
6715 - CAPITAL OUTLAY-BUILDINGS			500,000		0		
6735 - CAPITAL OUTLAY-OTHER IMPROVEME	0		0	1,076,000	92,331	0	0
6700 - TOTAL CAPITAL OUTLAY	0		500,000	1,076,000	92,331	0	0
7110 - TRANSFER TO OTHER FUNDS	0		912,381	960,000	0	974,450	960,000
7100 - TOTAL TRANSFERS	0		912,381	960,000	0	974,450	960,000
6001 - EXPENDITURES	59,000		1,497,931	2,036,000	97,371	974,450	960,000

CITY OF APPLE VALLEY
2014 BUDGET
FUTURE CAPITAL PROJECTS

	2010 Actual	2011 Actual	2012 Actual	2013 Council Adopted	2014 DEPT PROP	2014 ADMIN RECOMMEND
Revenues:						
Market Value Credit	1,050,000	15,570	8,270			
MVHC Aid cut expected	(1,033,786)					
Investment Earnings	188,543	574,345	248,612	174,200	177,000	177,000
Refunds reimbursements	149,657					
Interfund Loan repayment			7,321	50,000		
Transfer from other Funds	-	156,495	-	-		
Transfer General Fund	1,996,000	1,748,007	1,519,000			
Total	2,350,414	2,494,417	1,783,203	224,200	177,000	177,000
Expenditures						
Capital Outlay:						
Pilot Knob CR Share						
Street Maintenance Program			892,381	125,000		
ABLE Fire Center			500,000			
Municipal Center - west parking lot			20,000			
CMF - Vehicle Wash Bay		59,000	85,550	826,000	14,450	
Roof Replacement -Community Center & Municpal center				250,000		
Voting Tabulaing Equipment				152,000		
Suport of 1997/2004 Park Bonds				960,000	960,000	960,000
Transfer to equipment Fund	1,457,000					
Long Term Interfund Loan						
Transfer to Road Imp Fund -	215,000					
Total	1,672,000	59,000	1,497,931	2,313,000	974,450	960,000
Revenues less Expenditures	678,414	2,435,417	285,272	(2,088,800)	(797,450)	(783,000)
Beginning Fund Balance	12,465,735	13,144,149	15,579,566	15,864,838		
Ending Fund Balance	13,144,149	15,579,566	15,864,838	13,776,038	(797,450)	(783,000)

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 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 2014

The major objective for this business unit is to complete the construction of the following projects in 2014:

Project Title	Anticipated Contract Award Timeline
132nd Street Reconstruction	Spring 2014
Whitney Drive East Reconstruction	Spring 2014
Cedar Isles West Street Improvements	Spring 2014
Glazier / Garrett Loop Street Improvements	Spring 2014
2014 Street Resurfacing	Spring 2014
2014 Microsurfacing Roadways	Summer 2014
Quarry Point Development Infrastructure	Spring 2014
Pavement Repairs and Resurfacing	Spring 2014

PERSONNEL / STAFFING

		Regular Status Personnel Schedule –FTE's		
Position Title	Adopted 2011	Adopted 2012	Adopted 2013	Adopted 2014
None	NA	NA	NA	NA

		Temporary Status Personnel Schedule		
Position Title	Adopted 2011	Adopted 2012	Adopted 2013	Adopted 2014
None	NA	NA	NA	NA

City of Apple Valley
Budget Summary
2014 Budget
ROAD IMPROVEMENT

Object Account	2011 Actual	2012 Council Adopted Amended Budget	2012 Actual	2013 Council Adopted Original Budget	06/30/13 YTD Actual	2014 Dept Proposed	2014 Admin Recomm
6215 - EQUIPMENT-PARTS	837		0		4		
6205 - SUPPLIES	837		0		4		
6231 - LEGAL SERVICES	2,893		359		0		
6234 - CITY ENGINEER CONSULTANT SERV			360,927		0		
6235 - CONSULTANT SERVICES	405,743	306,000	94,450	505,000	15,264	525,000	525,000
6239 - PRINTING	2,356		2,368		1,548		
6249 - OTHER CONTRACTUAL SERVICES	90		8,500		1,453		
6230 - CONTRACTUAL SERVICES	411,082	306,000	466,604	505,000	18,265	525,000	525,000
6260 - REPAIRS AND MAINTENA	0		0		0		
6200 - TOTAL OPERATING COSTS	411,919	306,000	466,604	505,000	18,270	525,000	525,000
6399 - OTHER CHARGES	9,151		4,818		0		
6301 - OTHER EXPENDITURES	9,151		4,818		0		
6300 - TOTAL OTHER EXPENDITURES	9,151		4,818		0		
6735 - CAPITAL OUTLAY-OTHER IMPROVEME		3,849,000	73,058	4,855,200	0	5,993,000	5,993,000
6740 - CAPITAL OUTLAY-MACH/EQ/OTHER	1,065,101	0	64,735	0	0	0	0
6701 - TOTAL CAPITAL OUTLAY	1,065,101	3,849,000	137,794	4,855,200	0	5,993,000	5,993,000
6801 - TOTAL CONSTRUCTION COSTS	2,806,841		4,031,027		273,213		
6800 - TOTAL CONSTRUCTION COSTS	2,806,841		4,031,027		273,213		
6700 - TOTAL CAPITAL OUTLAY	3,871,942	3,849,000	4,168,821	4,855,200	273,213	5,993,000	5,993,000
7110 - TRANSFER TO OTHER FUNDS	73,102		0		0		
7120 - ADMINISTRATIVE FEE-CONSTRUCTIO	40,198		0		0		
7101 - TOTAL TRANSFERS	113,299		0		0		
7100 - TOTAL TRANSFERS	113,299		0		0		
6001 - EXPENDITURES	4,406,312	4,155,000	4,640,243	5,360,200	291,482	6,518,000	6,518,000

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

ROAD IMPROVEMENT FUND - 2026 and 2027
DEPARTMENT 74

COMPANY 2025: Road Improvement Fund

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
4229	**REVENUE**						
	Road Improvement - Tax Levy		(1,675,000)	(2,755,000)	(2,755,000)	(2,855,000)	(2,855,000)
	MSA Maintenance		(140,000)	(140,000)	(140,000)	(140,000)	(140,000)
	MSA Construction		(560,000)	(1,050,000)	(760,000)	(1,950,000)	(1,950,000)
	Water Utility - Annual Street Improv.		(500,000)	(400,000)	(15,000)	(475,000)	(475,000)
	Sanitary Utility - Annual Street Improv.		(500,000)	(400,000)	(620,000)	(500,000)	(500,000)
	Storm Drainage - Annual Street Improv		(280,000)	(490,000)	(160,000)	(250,000)	(250,000)
	Special Assessments - Street Improv.		(500,000)	-	-	-	-
	Capital Project Fund		-	(125,000)	-	-	-
	TIF - Flagstaff Construction (per EDA 10/7/10)		(1,770,000)	-	-	-	-
	TIF - 147th Construction (per EDA 10/7/10)		(3,345,000)	-	-	-	-
	Subtotal		(9,270,000)	(5,360,000)	(4,450,000)	(6,170,000)	(6,170,000)
	Less TIF projects direct charged to TIF Funds		5,115,000	-	-	-	-
	Total	-	**(4,155,000)**	**(5,360,000)**	**(4,450,000)**	**(6,170,000)**	**(6,170,000)**
6235	**CONSULTANT SERVICES**						
	City Street Project Eng, Legal, Testing, Inspection		306,000	505,000	523,000	525,000	525,000
	Magellen Pipeline Lowering Design (Note 2)		80,000	-	-	-	-
	Flagstaff Eng, Legal, Testing, Inspection (TIF)		135,000	-	-	-	-
	147th Street Eng, Legal, Testing, Inspection		270,000	-	-	-	-
	Subtotal		791,000	505,000	523,000	525,000	525,000
	Less TIF projects direct charged to TIF Funds		(791,000)	-	-	-	-
	Total	-	-	**505,000**	**523,000**	**525,000**	**525,000**
6735	**CAPITAL OUTLAY - IMPROVEMENTS**						
	2015 Projects						
	Longridge 2nd Neighborhood Reonstruction						
	Pinecrest/Sunshine Estates Reconstruction						
	2015 Street Resurfacing						
	Microsurfacing Pavement Preservation						
	Crack Sealing						
	CSAH 42 Trail Extension Bnsvl to Elm Drive						
	2014 Projects						
	132nd Street Reconstruction	-	-	-	-	1,900,000	1,900,000
	West Cedar Isles Reconstruction	-	-	-	-	750,000	750,000
	Garrett/Glazier Loop Reconstruction	-	-	-	-	675,000	675,000
	Whitney Drive - Pennock to Cedar	-	-	-	-	475,000	475,000
	2014 Pavement Resurfacing	-	-	-	-	975,000	975,000
	Traffic Signal Recon Pennock / CR 42					125,000	125,000
	Traffic Signal Recon Hayes / CR 42	-	-	-	-	125,000	125,000
	Traffic Signal Rehab Galaxie at 140th	-	-	-	-	60,000	60,000
	Microsurfacing Pavement Preservation		-	-	-	830,000	830,000
	Crack Sealing	-	-	-	-	78,000	78,000
	2013 Projects						
	Greenleaf Neigh Street and Utility Improvement	-	-	2,184,000	1,430,000	-	-
	Whitney Drive Reconstruction	-	-	1,369,550	895,000	-	-
	2013 Street Resurfacing	-	-	580,930	above	-	-
	Traffic Signal Rehab Galaxie at 140th	-	-	42,770	55,000	-	-
	County Road 42 & 46 Resurfacing	-	-	-	200,000	-	-
	Microsurfacing Pavement Preservation	-	-	677,950	685,000	-	-
	2012 Projects						
	2012 Street Improvement Project (Note 3)		1,875,000	-	-	-	-
	2012 Street Improvement Project (Note 3)		975,000	-	-	-	-
	Annual Resurfacing Street Improvements (Note 3)		474,000	-	-	-	-
	Microsurfacing Pavement Preservation		480,000		-	-	-
	Traffic Signal Rehab - Galaxie at 147th		45,000	-	-	-	-
	Flagstaff 140th to 147th - TIF		1,525,000	-	-	-	-
	147th St. Construction (Flagstaff to JCRR) TIF		2,400,000	-	-	-	-
	Magellen Pipeline Lowering for 147th St TIF		705,000	-	-	-	-
	Subtotal		8,479,000	4,855,200	3,265,000	5,993,000	5,993,000
	Less TIF projects direct charged to TIF Funds		(4,630,000)	-	-	-	-
	Total	-	**3,849,000**	**4,855,200**	**3,265,000**	**5,993,000**	**5,993,000**
	TOTAL EXPENSES	$ -	$ 3,849,000	$ 5,360,200	$ 3,788,000	$ 6,518,000	$ 6,518,000
	Revenue		$ (4,155,000)	$ (5,360,000)	$ (4,450,000)	$ (6,170,000)	$ (6,170,000)
	NET EXPENSES		($306,000)	$ 200	$ (662,000)	$ 348,000	$ 348,000

Apple Valley

Notes:

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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 2014

- 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.
- Develop a Mixed Business Campus ordinance for the active mining area south of County Road 42 and support the TOD guide plan and ordinance development.
- Assist with resources for tax forfeit property acquisition, as need arises.
- Participate in UPONOR Nordic Business Development Trade Mission.
- Participate in Dakota County Broadband Access Study

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Actual 2010	Projected 2011	Projected 2012	Projected 2013	Projected 2014
Jobs added					600
Open to Business Assistance Packages				4	8

Summary Budget
Department 93 EDA Operations Fund

	2011 Budget	2011 Actual	2012 Projected	2012 Actual	2013 Adopted	2013 projected	2014
Revenue:							
Development Charges	-	25,000	-		-	-	
Investment Earnings	-	40,296	14,100	17,259	13,100	13,100	14,200
	-	65,296	14,100	17,259	13,100	13,100	14,200
Expenditures:							
Training/Travel/Dues	-	10,000	10,000	10,000	10,000	10,000	30,100
Other Exp.	-	-	7,500		7,500	22,500	52,500
Net addition to Fund Balance	-	10,000	17,500	10,000	17,500	32,500	82,600
Fund Balance							
Beginning	874,559	882,708	938,004	938,004	945,263	945,263	925,863
Ending	874,559	938,004	934,604	945,263	940,863	925,863	857,463

2014 CAPITAL OUTLAY

None

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

City of Apple Valley
Budget Summary
2014 Budget
EDA OPERATION

Object Account	2011 Actual	2012 Council Adopted Amended Budget	2012 Actual	2013 Council Adopted Original Budget	06/30/13 YTD Actual	2014 Dept Proposed	2014 Admin Recomm
6235 - CONSULTANT SERVICES	-	-	-	7,500	7,500	47,500	47,500
6249 - OTHER CONTRACTUAL SERVICES	-	-	-	-	-	-	5,000
6230 - CONTRACTUAL SERVICES	**-**	**-**	**-**	**7,500**	**7,500**	**47,500**	**52,500**
6276 - SCHOOLS/CONFERENCES/EXP OTHER	-	-	-	-	-	-	16,500
6278 - SUBSISTENCE ALLOWANCE	-	-	-	-	-	-	2,100
6280 - DUES & SUBSCRIPTIONS	-	-	10,000	10,000	-	10,000	11,500
6270 - TRAINING/TRAVEL/DUES	**-**	**-**	**10,000**	**10,000**	**-**	**10,000**	**30,100**
6200 - TOTAL OPERATING COSTS	**-**	**-**	**10,000**	**17,500**	**7,500**	**57,500**	**82,600**
6301 - OTHER EXPENDITURES	**-**	**-**	**-**		**-**		
6300 - TOTAL OTHER EXPENDITURES	**-**	**-**	**-**		**-**		
6001 - EXPENDITURES	**-**	**-**	**10,000**	**17,500**	**7,500**	**57,500**	**82,600**

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 93: EDA OPERATIONS FUND -3210

COMPANY 3210: EDA OPERATIONS

ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
6235	**CONSULTANT SERVICES**						
	Miscellaneous - MCCD			7,500	7,500	7,500	7,500
	Ordinance/MB Campus					40,000	40,000
	Downtown Plan (CDA Match)				15,000		
	Total	-	-	7,500	22,500	47,500	47,500
6249	**OTHER CONTRACTUAL SERVICES**						
	Share of Broadband Access Study						5,000
	Total	-	-	-	-	-	5,000
6276	**SCHOOL/CONF/EXP - OTHER**						
	Economic Development-UPONOR Nordic Business Development Trade Mission (3 @ 5500)						16,500
	Total	-	-	-	-	-	16,500
6278	**SUBSISTANCE ALLOWANCE**						
	Economic Development-UPONOR Nordic Business Development Trade Mission (3 for 7 days @ $100)						2,100
	Total	-	-	-	-	-	2,100
6280	**DUES & SUBSCRIPTIONS**						
	Membership in local chapters of nordic Chambers of Commerce						1,500
	Greater MSP			10,000	10,000	10,000	10,000
	Total	-	-	10,000	10,000	10,000	11,500
	Total Net of Personnel	-	-	17,500	32,500	57,500	82,600
	TOTAL EXPENSES	$ -	$ -	$ 17,500	$ 32,500	$ 57,500	$ 82,600

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

Apple Valley

Notes:

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COMPANY	DEPARTMENT	BUSINESS UNIT	ACTIVITY
2005	—	____	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 the coming years the remaining Parks and Streets Departments 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 2014

The identified replacements that are proposed to be funded from the equipment fund are listed below.

Summary Budget
Department __ - Vehicle & Equipment Replacement Fund

	2011 Adopted	2012 Adopted	2013 Adopted	2014
Revenue:				
VERF Interfund Charges	$ -	$ -	$ -	$ 473,492
Sale Proceeds	-	-	-	30,000
Investment Earnings	-	-	-	1,440
Transfer from Closed GO Debt Fund		-	-	96,000
	-	-	-	600,932
Expenses				
Depreciation	-	-	-	340,500
Capital outlay:				
Code Enforcement	-	-	-	24,500
Police	-	-	-	170,000
Fire	-	-	-	82,000
Bldg Inspections	-	-	-	21,250
Total	-	-	-	638,250
Fund Balance				
Beginning of Year	$ -	$ -	$ -	$ -
Revenues	-	-	-	600,932
Expenditures	-	-	-	(638,250)
End of Year	$ -	$ -	$ -	$ (37,318)

Vehicles included in VERF program for 2014

2014

Unit	Desc	Life Cycle	Acq Date	year added	replace year	Original Price	Purchase Price	Trade Value	Replace Cost
	Code Enforce.								
696	2002 Chev ½ Ton Ext. Cab 4X4 Tr	12	4/1/2002	2002	2014	22,296	24,500	5,000	19,500
	Police								
903	2009 Ford Crown Victoria	5	4/1/2009	2009	2014	24,216	34,000	3,500	30,500
905	2007 Ford Crown Victoria	7	5/1/2007	2007	2014	21,499	34,000	3,500	30,500
907	2004 Ford Crown Victoria	10	5/1/2004	2004	2014	23,092	34,000	3,500	30,500
910	2009 Chev Impala	5	4/1/2009	2009	2014	20,591	34,000	3,000	31,000
920	2009 Ford Crown Victoria	5	11/1/2009	2009	2014	24,216	34,000	3,500	30,500
							170,000	17,000	153,000
	Fire								
4971	2002 Durango 4x4	12	4/1/2002	2002	2014	27,200	41,000	3,000	38,000
4976	2001 Durango 4x4	13	4/1/2001	2001	2014	25,000	41,000	3,000	38,000
							82,000	6,000	76,000
	Bldg Inspections								
102	2004 Chev ½ Ton Pickup (4-WD)	10	1/1/2004	2004	2014	18,339	21,250	2,000	19,250
							297,750	30,000	267,750

2015 (the Following Year)

Unit	Desc	Life Cycle	Acq Date	year added	replace year	Original Price	Purchase Price	Trade Value	Replace Cost
	Police								
906	2010 Chev Impala	5	5/1/2010	2010	2015	20,590	31,700	3,000	28,700
908	2010 Ford Crown Victoria	5	7/1/2010	2010	2015	22,646	31,700	3,500	28,200
909	2010 Ford Crown Victoria	5	6/1/2010	2010	2015	22,646	31,700	3,500	28,200
912	2010 Ford Crown Victoria	5	10/1/2010	2010	2015	22,646	31,700	3,500	28,200
914	2008 Chev Impala	7	5/1/2008	2008	2015	17,358	31,700	3,000	28,700
931	2005 Trail Blazer 4-WD (invest.)	10	6/1/2005	2005	2015	22,500	35,000	3,500	31,500
963	2008 Chev 1/2 Ton 4-WD Pickup ((	7	4/8/2012	2008	2015	21,103	26,000	5,000	21,000
							219,500	25,000	194,500
	Engineering								
113	2008 Chev ½ Ton Pickup (4 WD)	10	1/1/2001	2001	2011	22,869	23,000	1,000	22,000
	Fire								
4988	1994 Spartan Fire Pumper 1250 G	21	1/1/1994	1994	2015	236,378	465,000	20,000	476,625
							707,500	46,000	693,125

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT __- VERF

COMPANY _____- VEHICLE & EQUIPMENT REPLACEMENT FUND - INTERNAL SERVICE FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP
REVENUES						
5____	VERF CHARGES FROM:					
	CODE ENFORCEMENT					1,625
	COMMUNITY DEVELOPMENT					2,560
	POLICE					175,600
	FIRE					271,309
	ENGINEERING					7,385
	PUBLIC WORKS					3,999
	CMF SHOP					5,044
	BLDG INSPECTIONS					5,970
	Total	-	-	-	-	473,492
5___	PROCEEDS FROM SALE/TRADE					30,000
	Total	-	-	-	-	30,000
	TOTAL REVENUES					503,492
	DEPRECIATION					340,500
	Total	-	-	-	-	340,500
67	**CAPITAL OUTLAY - VEHICLES**					
	CODE ENFORCEMENT					24,500
	COMMUNITY DEVELOPMENT					-
	POLICE					170,000
	FIRE					82,000
	ENGINEERING					
	CMF SHOP					-
	BLDG INSPECTIONS					21,250
	Total	-	-	-	-	297,750
	TOTAL EXPENSES	$ -	$ -	$ -	$ -	$ 638,250

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.

We plan a minor remodel of Store #2 in 2014. Flooring will be replaced and fixtures updated, replaced or removed. Fire sprinklers will be added to the first floor. We will also be exploring updates to the cash register system.

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Actual 2010	Actual 2011	Adopted 2012	Actual 2012	Proposed 2013	Proposed 2014
AV Gross Profit %	27.5%*	28.4%*	26.0%	27.4%	26.0%	26.0%
For comparison:						
Metro Average Gross Profit	25.2%*	25.4%*				
AV Net Operating Profit % (before transfers)	8.6%*	10.2%*	6.0%	9.7%	6.7%	7.9%
Metro Avg. Net Op. Profit%	6.9%*	7.3%*				
Sales	9,031,642	9,004,557	8,950,000	9,230,687	9,400,000	9,395,000
Transfer to General Fund	485,000	525,000	525,000	525,000	525,000	600,000

* *Numbers from the State Auditor's Report*

Regular Status Personnel Schedule – FTE's

Position Title	Adopted 2010	Adopted 2011	Adopted 2012	Adopted 2013	Proposed 2014
Liquor Operation Director	1	1	1	1	1
Liquor Store Manager	3	3	3	3	3
Assistant Store Manager	3	3	2	2	2
Lead Liquor Clerk	1	1	1	1	1

Temporary Status Personnel Schedule –(# hours)

Position Title	Adopted 2010	Adopted 2011	Adopted 2012	Adopted 2013	Proposed 2014
Accounting Clerk PT	1,040	1,350	1,450	1,450	1,404
Lead Clerk PT	2,300	2,300	2,115	2,115	2,448
Cashier / Clerks	25,300	24,950	20,850	20,850	20,181
Supervisor PT			1,820	1,820	2,106

	Summary Budget Business Unit - Liquor Combined						
	2010 Actual	2011 Adopted	2011 Actual	2012 Adopted	2012 Actual	2013 Adopted	2014
Sales Revenue	9,031,642	8,900,000	9,004,557	8,950,000	9,230,687	9,400,000	9,395,000
Cost of Goods Sold	6,545,733	6,452,600	6,448,234	6,623,000	6,704,057	6,956,000	6,952,300
Gross Profit	2,485,909	2,447,400	2,556,323	2,327,000	2,526,630	2,444,000	2,442,700
Expenditures							
Salaries and Wages	771,811	817,953	756,680	784,175	752,863	805,594	823,346
Employee Benefits	213,775	240,932	209,639	218,171	204,301	234,001	224,675
Supplies	17,540	54,700	17,816	30,500	16,946	30,600	27,750
Contractual Services	27,371	40,820	38,367	37,220	29,483	37,070	37,553
Utilities	51,138	55,950	55,544	54,850	57,851	58,800	61,450
Repairs and Maint.	19,916	45,975	17,086	38,495	14,923	32,810	38,295
Training/Travel/Dues	8,409	12,585	8,359	11,785	7,816	11,391	11,666
Other Expenditures	293,862	298,300	222,781	229,900	219,931	237,350	242,325
Visa M/C fees	70,697	72,000	137,307	159,000	125,149	151,000	134,500
Depreciation	131,731	132,260	137,545	138,968	128,143	137,000	142,400
Total Exp.	1,606,250	1,771,475	1,601,124	1,703,064	1,557,406	1,735,616	1,743,960
Operating Income - before Transfers & Interest	879,659	675,925	955,199	623,936	969,224	708,384	698,740
Other Revenue (expense)	27,730	35,000	89,325	35,000	50,257	35,000	34,500
Transfers Out	(485,000)	(525,000)	(525,000)	(525,000)	(525,000)	(525,000)	(600,000)
Debt Service Interest	(132,122)	(125,450)	(128,323)	(119,696)	(120,960)	(116,065)	(111,850)
Net Income	290,267	60,475	391,201	14,240	373,521	102,319	21,390
Capital Outlay (net of bond proce	(33,330)	(80,000)	(122,500)	(122,500)	(100,287)	(20,000)	(177,000)
Debt Service Principal	(130,000)	(135,000)	(135,000)	(140,000)	(140,000)	(145,000)	(150,000)
Change in Cash							
Net income above	290,267	60,475	391,201	14,240	373,521	102,319	21,390
Add depreciation	131,731	132,260	137,545	138,968	128,143	137,000	142,400
Less Capital Outlay	(33,330)	(80,000)	(122,500)	(122,500)	(100,287)	(20,000)	(177,000)
Less Debt Service - Princ	(130,000)	(135,000)	(135,000)	(140,000)	(140,000)	(145,000)	(150,000)
Net Change in Cash	258,668	(22,265)	271,246	(109,292)	261,377	74,319	(163,210)
Ending Cash Balance	1,849,095	1,826,830	2,098,076	1,988,784	2,250,161	2,324,480	2,161,270

CAPITAL OUTLAY:

2014:

Store # 1	Register software and hardware	$ 20,000
	Cooler motors & Fan Controls	$ 6,500
Store # 2	Flooring and millwork	$ 82,000
	Fire sprinkler first floor and ceiling	$ 29,000
	Register software and hardware	$ 10,000
Store #3	Register software and hardware	$ 20,000
	Cooler Motor & fan Controls	$ 9,500
		$177,000

City of Apple Valley
Budget Summary
2014 Budget
LIQUOR STORE MANAGEMENT

Object Account	2011 Actual	2012 Council Adopted Amended Budget	2012 Actual	2013 Council Adopted Original Budget	06/30/13 YTD Actual	2014 Dept Proposed	2014 Admin Recomm
6110 - SALARY-REGULAR EMPLOYEES	90,821	89,234	93,614	91,478	46,826	93,309	93,309
6111 - SALARY PART-TIME	20,925	24,781	20,953	25,404	10,805	25,089	25,089
6114 - OVERTIME PART-TIME EMPLOYEES	6		0		0		
6118 - VACATION PAY	-1,700		-2,079		0		
6121 - INSURANCE CASH BENEFIT	724	850	731	0	405	0	0
6123 - SALARY-OTHER		2,205		2,338		2,368	2,368
6105 - SALARIES AND WAGES	110,776	117,070	113,219	119,220	58,036	120,766	120,766
6138 - MEDICARE	1,637	1,685	1,677	1,729	843	1,751	1,751
6139 - FICA	7,000	7,206	7,172	7,392	3,605	7,488	7,488
6141 - PENSIONS-PERA	8,102	8,426	8,306	8,643	4,178	8,756	8,756
6142 - WORKERS COMPENSATION	1,964	1,996	1,711	1,788	874	1,819	1,819
6143 - UNEMPLOYMENT COMPENSATION	385		1,304		1,745		
6144 - LONG-TERM DISABILITY INSURANCE	259	264	264	271	135	276	276
6145 - MEDICAL INSURANCE	9,280	12,480	8,566	12,960	4,812	10,800	10,500
6146 - DENTAL INSURANCE	364		426		236		
6147 - LIFE INSURANCE-BASIC	12		12		6		
6148 - LIFE INSURANCE-SUPP/DEPEND	1,444		1,449		707		
6125 - EMPLOYEE BENEFITS	30,447	32,057	30,885	32,783	17,141	30,890	30,590
6100 - TOTAL PERSONNEL SERVICES	141,223	149,127	144,104	152,003	75,177	151,656	151,356
6229 - GENERAL SUPPLIES	10		0		0		
6205 - SUPPLIES	10	0	0	0	0	0	0
6235 - CONSULTANT SERVICES	16,988	13,900	13,594	14,000	5,650	14,000	14,000
6239 - PRINTING	5,512	13,000	6,978	13,000	3,600	13,000	13,000
6230 - CONTRACTUAL SERVICES	22,500	26,900	20,572	27,000	9,250	27,000	27,000
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	30	150	30	150	30	150	150
6276 - SCHOOLS/CONFERENCES/EXP OTHER	627	700	0	700	688	725	725
6277 - MILEAGE/AUTO ALLOWANCE	870	1,000	982	1,000	415	1,100	1,100
6280 - DUES & SUBSCRIPTIONS	5,000	5,900	5,000	5,900	906	5,900	5,900
6270 - TRAINING/TRAVEL/DUES	6,527	7,750	6,012	7,750	2,038	7,875	7,875
6200 - TOTAL OPERATING COSTS	29,037	34,650	26,584	34,750	11,288	34,875	34,875
6333 - GENERAL-CASH DISCOUNTS	-1		0		0		
6399 - OTHER CHARGES	6,216	7,200	7,265	7,450	3,881	8,225	8,225
6301 - OTHER EXPENDITURES	6,214	7,200	7,265	7,450	3,881	8,225	8,225
6300 - TOTAL OTHER EXPENDITURES	6,214	7,200	7,265	7,450	3,881	8,225	8,225
6701 - TOTAL CAPITAL OUTLAY	0		0		0		
6700 - TOTAL CAPITAL OUTLAY	0		0		0		
7110 - TRANSFER TO OTHER FUNDS	525,000	525,000	525,000	525,000	262,500	550,000	600,000
7101 - TOTAL TRANSFERS	525,000	525,000	525,000	525,000	262,500	550,000	600,000
7100 - TOTAL TRANSFERS	525,000	525,000	525,000	525,000	262,500	550,000	600,000
6001 - EXPENDITURES	701,475	715,977	702,953	719,203	352,846	744,756	794,456

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 56: LIQUOR STORE MANAGEMENT - 5005

COMPANY 5000: LIQUOR FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
	SALARIES						
6110	Regular Employees	88,350	89,234	91,478	91,478	93,309	93,309
6111	Salaries - Parttime	22,842	24,781	25,404	25,404	25,089	25,089
6121	Insurance-Cash Benefit	720	850				
6123	Salaries - Other	1,112	2,205	2,338	2,338	2,368	2,368
6138	Medicare	1,628	1,685	1,729	1,729	7,488	7,488
6139	FICA	6,963	7,206	7,392	7,392	1,751	1,751
6141	Pension - PERA	8,142	8,426	8,643	8,643	8,756	8,756
6142	Workers Compensation	2,630	1,996	1,788	1,788	1,819	1,819
6144	Long-term Disability Insurance	259	264	271	271	276	276
6145	Hospital & Life Insurance	12,480	12,480	12,960	12,960	10,800	10,500
	Total	145,126	149,127	152,002	152,002	151,656	151,356
6235	**CONSULTANT SERVICES**						
	Audit	13,500	13,900	14,000	14,000	14,000	14,000
	Total	13,500	13,900	14,000	14,000	14,000	14,000
6239	**PRINTING/PUBLISHING/ADVERTISING**						
	Advertising, Help wanted, etc	20,000	13,000	13,000	8,000	13,000	13,000
	Total	20,000	13,000	13,000	8,000	13,000	13,000
6275	**SCHOOL/CONF/EXP - LOCAL**						
	Seminars	150	150	150	90	150	150
	Total	150	150	150	90	150	150
6276	**SCHOOL/CONF/EXP - OTHER**						
	MMBA conference	700	700	700	688	725	725
	Total	700	700	700	688	725	725
6277	**MILEAGE ALLOWANCE**						
		1,000	1,000	1,000	1,100	1,100	1,100
	Total	1,000	1,000	1,000	1,100	1,100	1,100
6280	**DUES & SUBSCRIPTIONS**						
	MN Municipal Beverage Assn	5,000	5,000	5,000	5,000	5,000	5,000
	Chamber Dues Council	850	900	900	900	900	900
	Total	5,850	5,900	5,900	5,900	5,900	5,900
6399	**OTHER CHARGES**						
	LOGIS	6,600	7,200	7,450	7,300	8,225	8,225
	Total	6,600	7,200	7,450	7,300	8,225	8,225
7110	**TRANSFER TO GENERAL FUND**						
	Operating Transfer	525,000	525,000	525,000	525,000	550,000	600,000
	Total	525,000	525,000	525,000	525,000	550,000	600,000
	Total Net of Personnel	572,800	566,850	567,200	562,078	593,100	643,100
	TOTAL EXPENSES	$ 717,926	$ 715,977	$ 719,203	$ 714,080	$ 744,757	$ 794,456

City of Apple Valley
Budget Summary
2014 Budget
LIQUOR STORE #1

Object Account	2011 Actual	2012 Council Adopted Amended Budget	2012 Actual	2013 Council Adopted Original Budget	06/30/13 YTD Actual	2014 Dept Proposed	2014 Admin Recomm
6110 - SALARY-REGULAR EMPLOYEES	143,567	157,624	153,618	144,131	66,541	150,000	150,000
6111 - SALARY PART-TIME	124,428	134,881	123,647	136,350	57,086	134,018	134,018
6113 - OVERTIME-REGULAR EMPLOYEES	992	2,000	805	2,000	0	2,000	2,000
6114 - OVERTIME PART-TIME EMPLOYEES	4,430	5,000	4,618	5,000	944	5,000	5,000
6118 - VACATION PAY	5,151		-18,048		0		
6121 - INSURANCE CASH BENEFIT	729	1,700	846	1,700	405	0	0
6122 - COMP REQUEST			-248		0		
6123 - SALARY-OTHER	0	6,370	0	8,226	0	7,770	7,770
6105 - SALARIES AND WAGES	279,297	307,575	265,239	297,407	124,976	298,788	298,788
6129 - REALLOCATED LABOR			-1,236		0		
6138 - MEDICARE	4,067	4,435	4,094	4,287	1,760	4,322	4,322
6139 - FICA	17,387	18,964	17,506	18,334	7,524	18,525	18,525
6141 - PENSIONS-PERA	20,772	22,176	19,277	20,931	9,031	21,662	21,662
6142 - WORKERS COMPENSATION	5,525	5,250	4,476	5,094	2,174	5,148	5,148
6144 - LONG-TERM DISABILITY INSURANCE	456	172	426	435	230	453	453
6145 - MEDICAL INSURANCE	30,912	37,440	31,257	38,880	19,034	38,100	38,100
6146 - DENTAL INSURANCE	2,862		3,002		1,591		
6147 - LIFE INSURANCE-BASIC	35	0	34	0	17	0	0
6148 - LIFE INSURANCE-SUPP/DEPEND	487		271		118		
6125 - EMPLOYEE BENEFITS	82,502	88,437	79,109	87,961	41,480	88,210	88,210
6100 - TOTAL PERSONNEL SERVICES	361,799	396,012	344,348	385,368	166,456	386,998	386,998
6210 - OFFICE SUPPLIES	137	2,000	312	1,000	203	1,000	1,000
6211 - SMALL TOOLS & EQUIPMENT	1,690	4,000	471	3,100	0	3,100	3,100
6215 - EQUIPMENT-PARTS	5		9		0		
6229 - GENERAL SUPPLIES	7,231	7,000	7,613	8,500	3,514	8,500	8,500
6205 - SUPPLIES	9,063	13,000	8,405	12,600	3,717	12,600	12,600
6231 - LEGAL SERVICES			282		0		
6235 - CONSULTANT SERVICES	3,835	0	528	0	0	0	0
6238 - POSTAGE/UPS/FEDEX	0	500	0	50	0	50	50
6239 - PRINTING	0		45		0		
6240 - CLEANING SERVICE/GARBAGE	2,164	2,000	1,125	2,100	583	1,775	1,775
6249 - OTHER CONTRACTUAL SERVICES	272	400	192	400	251	420	420
6230 - CONTRACTUAL SERVICES	6,271	2,900	2,172	2,550	834	2,245	2,245
6255 - UTILITIES-ELECTRIC	18,326	19,000	20,113	19,250	7,104	21,000	21,000
6256 - UTILITIES-NATURAL GAS	4,626	4,000	3,034	5,000	2,018	3,750	3,750
6257 - UTILITIES-PROPANE/WATER/SEWER	334	400	736	400	772	800	800
6250 - UTILITIES	23,286	23,400	23,883	24,650	9,895	25,550	25,550
6265 - REPAIRS-EQUIPMENT	3,241	4,725	2,152	5,225	1,680	4,805	4,805
6266 - REPAIRS-BUILDING	3,195	11,685	4,436	5,685	762	5,685	5,685
6269 - REPAIRS-OTHER	0	3,300	0	3,300	0	3,300	3,300
6260 - REPAIRS AND MAINTENA	6,436	19,710	6,588	14,210	2,442	13,790	13,790
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	0	300	0	200	0	300	300
6276 - SCHOOLS/CONFERENCES/EXP OTHER		0		250		0	0
6277 - MILEAGE/AUTO ALLOWANCE	0	250	0	0	0	250	250
6280 - DUES & SUBSCRIPTIONS	420	495	398	497	75	497	497
6281 - UNIFORM/CLOTHING ALLOWANCE	357	500	262	500	290	500	500
6270 - TRAINING/TRAVEL/DUES	777	1,545	661	1,447	366	1,547	1,547
6200 - TOTAL OPERATING COSTS	45,834	60,555	41,708	55,457	17,253	55,732	55,732
6310 - RENTAL EXPENSE	165,413	171,500	161,558	178,000	85,241	180,200	180,200
6311 - INSURANCE-PROPERTY/LIABILITY	22,600	22,600	22,600	22,000	11,000	23,000	23,000
6321 - CASH OVER/SHORT					-12		
6333 - GENERAL-CASH DISCOUNTS	-22		-45		-21		
6351 - VISA/BANK CHARGES					27,354	62,000	62,000
6301 - OTHER EXPENDITURES	187,992	194,100	184,112	200,000	123,562	265,200	265,200
6300 - TOTAL OTHER EXPENDITURES	187,992	194,100	184,112	200,000	123,562	265,200	265,200
6425 - VISA/BANK CHARGES	68,401	82,000	58,325	72,000	0	0	0
6401 - VISA/BANK CHARGES	68,401	82,000	58,325	72,000	0	0	0

City of Apple Valley
Budget Summary
2014 Budget
LIQUOR STORE #1

Object Account	2011 Actual	2012 Council Adopted Amended Budget	2012 Actual	2013 Council Adopted Original Budget	06/30/13 YTD Actual	2014 Dept Proposed	2014 Admin Recomm
6501 - TAXABLE/NON-TAXABLE MISC RESAL	3,397,019	3,404,000	3,305,962	3,552,000	1,498,027	3,396,600	3,396,600
6500 - TOTAL LIQUOR EXPENDITURES	3,397,019	3,404,000	3,305,962	3,552,000	1,498,027	3,396,600	3,396,600
6610 - DEPRECIATION	9,745	13,308	9,593	16,000	7,246	16,100	16,600
6601 - TOTAL DEPRECIATION	9,745	13,308	9,593	16,000	7,246	16,100	16,600
6600 - TOTAL DEPRECIATION	9,745	13,308	9,593	16,000	7,246	16,100	16,600
6740 - CAPITAL OUTLAY-MACH/EQ/OTHER	0	100,000	0	0	0	20,000	26,500
6701 - TOTAL CAPITAL OUTLAY	0	100,000	0	0	0	20,000	26,500
6700 - TOTAL CAPITAL OUTLAY	0	100,000	0	0	0	20,000	26,500
6001 - EXPENDITURES	4,070,790	4,249,975	3,944,049	4,280,825	1,812,544	4,140,630	4,147,630

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 57: LIQUOR STORE NO 1 - 5010 & 5025

COMPANY 5000: LIQUOR FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
	SALARIES						
6110	Regular Employees	153,244	157,624	144,131	144,131	150,000	150,000
6111	Salary-Parttime	147,233	134,881	136,350	136,350	134,018	134,018
6113	Overtime - Reg	2,000	2,000	2,000	2,000	2,000	2,000
6114	Overtime - Part time	3,600	5,000	5,000	5,000	5,000	5,000
6121	Insurance Cash Benefit	1,700	1,700	1,700	1,700		
6123	Salaries - Other	5,490	6,370	8,226	8,226	7,770	7,770
6138	Medicare	4,515	4,435	4,287	4,287	4,322	4,322
6139	FICA	19,310	18,964	18,334	18,334	18,525	18,525
6141	Pension - PERA	22,325	22,176	20,931	20,931	21,662	21,662
6142	Workers Compensation	7,290	5,250	5,094	5,094	5,148	5,148
6144	Long-term Disability Insurance	453	172	435	435	453	453
6145	Hospital & Life Insurance	37,440	37,440	38,880	38,880	38,100	38,100
	Total	404,600	396,012	385,368	385,368	386,998	386,998
6210	**OFFICE SUPPLIES**	3,500	2,000	1,000	500	1,000	1,000
	Total	3,500	2,000	1,000	500	1,000	1,000
6211	**SMALL TOOL & EQUIPMENT**						
	Misc. Exp	5,000	1,500	1,000	500	1,000	1,000
	Vacuum	650	650	650	-	650	650
	Beer Taps	1,000	650	650	-	650	650
	Computers/Register items	4,000	1,200	800	400	800	800
	Total	10,650	4,000	3,100	900	3,100	3,100
6229	**GENERAL SUPPLIES**						
	Bags, Cleaning Supplies, etc.	11,000	7,000	8,500	7,800	8,500	8,500
	Total	11,000	7,000	8,500	7,800	8,500	8,500
6235	**CONSULTANT**						
	Off Duty Police for Security		zero	-			
	PCI Compliance						
	Total	-	-	-	-	-	-
6238	**POSTAGE/UPS/FEDEX**	50	500	50	35	50	50
	Total	50	500	50	35	50	50
6240	**C. SERVICE/GARBAGE REMOVAL**						
	Rubbish Removal	1,000	1,000	1,200	845	1,000	1,000
	Rug Service	500	300	400	270	350	350
	Carpet Cleaning/Tile	500	550	350	-	300	300
	Window Washing	150	150	150	107	125	125
	Total	2,150	2,000	2,100	1,222	1,775	1,775
6249	**OTHER CONTRACTUAL SERVICES**						
	Alarm Monitoring	200	200	200	220	220	220
	Misc.		200	200	200	200	200
	Total	200	400	400	420	420	420
6255	**UTILITIES - ELECTRIC**	18,000	19,000	19,250	20,500	21,000	21,000
	Total	18,000	19,000	19,250	20,500	21,000	21,000
6256	**UTILITIES - NATURAL GAS**	7,000	4,000	5,000	2,500	3,750	3,750
	Total	7,000	4,000	5,000	2,500	3,750	3,750
6257	**UTILITIES - OTHER**	400	400	400	750	800	800
	Total	400	400	400	750	800	800

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 57: LIQUOR STORE NO 1 - 5010 & 5025

COMPANY 5000: LIQUOR FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
6265	**REPAIRS - EQUIPMENT**						
	Copier Maint. Agreement	625	625	625	625	625	625
	Cash Registers Maint. Agreement	2,100	2,100	2,100	1,680	1,680	1,680
	Misc/Baler, Fire ext serv,etc.	1,500	1,000	1,000	1,000	1,000	1,000
	Computer / Register Systems	3,000	1,000	1,000	700	1,000	1,000
	Alarm repairs	500		500		500	500
	Total	7,725	4,725	5,225	4,005	4,805	4,805
6266	**REPAIRS - BUILDINGS**						
	Miscellaneous	5,000	2,000	2,000	1,750	2,000	2,000
	Annual Fire Spklr test		185	185	185	185	185
	Cooler	1,000	2,000	2,000	1,500	2,000	2,000
	Paint-Remodel Project	6,000	6,000	-			
	Rooftop heating unit	1,500	1,500	1,500	1,200	1,500	1,500
	Total	13,500	11,685	5,685	4,635	5,685	5,685
6269	**REPAIRS - OTHER**						
	Rewire Neon Signs	3,000	3,300	3,300		3,300	3,300
	Total	3,000	3,300	3,300	-	3,300	3,300
6275	**SCHOOL/CONF/EXP - LOCAL**						
	Municipals	-					
	Seminars/Training	500	300	200		300	300
	Total	500	300	200	-	300	300
6277	**MILEAGE ALLOWANCE**						
	Miscellaneous	250	250	250	200	250	250
	Total	250	250	250	200	250	250
6280	**DUES & SUBSCRIPTIONS**						
	Retailers ID Card (Buyers Card)	20	20	20	20	20	20
	Miscellaneous	150	150	150	75	150	150
	Chamber Dues	300	300	302	302	302	302
	ID Checking Guide	25	25	25	25	25	25
	Total	495	495	497	422	497	497
6281	**UNIFORM/CLOTHING ALLOWANCE**	600	500	500	360	500	500
	Total	600	500	500	360	500	500
6310	**RENTAL EXPENSE**						
	Base Rent	120,000	120,000	125,500	125,500	126,000	126,000
	Taxes	29,500	28,500	29,500	30,588	31,200	31,200
	Common Mall Area Maint	21,000	23,000	23,000	23,000	23,000	23,000
	Total	170,500	171,500	178,000	179,088	180,200	180,200
6311	**INSURANCE**	22,600	22,600	22,000	22,000	23,000	23,000
	Total	22,600	22,600	22,000	22,000	23,000	23,000
6425	**VISA/BANK CHARGES**	70,000	82,000	72,000	60,000	62,000	62,000
	Total	70,000	82,000	72,000	60,000	62,000	62,000
6610	**DEPRECIATION**	6,800	13,308	16,000	14,700	16,100	16,600
	Total	6,800	13,308	16,000	14,700	16,100	16,600
6740	**CAPITAL OUTLAY - MACH/EQ/OTHER**						
	Register software and hardware					20,000	20,000
	Additional Shelving						
	Cooler Door Motor & Fan Controls						6,500
	Minor remodel (carpet, tile, remove trellis new shelving, mill work, lighting, signage	60,000	80,000	-			
	Condenser (*When Necessary)			-			
	Total	60,000	80,000	-	-	20,000	26,500
6510/6550	**COST OF GOODS SOLD**						
	Total	3,346,700	3,404,000	3,552,000	3,330,000	3,396,600	3,396,600
	Total Net of Personnel	3,755,620	3,833,963	3,895,457	3,650,037	3,753,632	3,760,632
	TOTAL EXPENSES	$4,160,220	$4,229,975	$ 4,280,825	$ 4,035,405	$ 4,140,630	$ 4,147,630

City of Apple Valley
Budget Summary
2014 Budget
LIQUOR STORE #2

Object Account	2011 Actual	2012 Council Adopted Amended Budget	2012 Actual	2013 Council Adopted Original Budget	06/30/13 YTD Actual	2014 Dept Proposed	2014 Admin Recomm
6110 - SALARY-REGULAR EMPLOYEES	94,673	68,217	79,786	75,191	44,149	76,695	76,695
6111 - SALARY PART-TIME	68,492	83,335	75,213	84,170	35,829	88,794	88,794
6113 - OVERTIME-REGULAR EMPLOYEES	0	1,500	0	1,500	0	1,500	1,500
6114 - OVERTIME PART-TIME EMPLOYEES	2,375	1,800	2,329	1,800	571	1,800	1,800
6118 - VACATION PAY	-4,524		1,652		0		
6121 - INSURANCE CASH BENEFIT	240	850	0	850	0	0	0
6123 - SALARY-OTHER		1,820		2,883		3,637	3,637
6105 - SALARIES AND WAGES	**161,256**	**157,522**	**158,979**	**166,394**	**80,549**	**172,426**	**172,426**
6138 - MEDICARE	2,220	2,276	2,174	4,288	1,119	2,500	2,500
6139 - FICA	9,490	9,732	9,294	18,334	4,784	10,690	10,690
6141 - PENSIONS-PERA	11,573	11,380	11,077	11,763	5,840	12,501	12,501
6142 - WORKERS COMPENSATION	3,340	2,694	2,688	2,859	1,406	2,980	2,980
6144 - LONG-TERM DISABILITY INSURANCE	248	203	202	222	104	227	227
6145 - MEDICAL INSURANCE	13,702	12,480	10,767	12,960	4,596	13,800	13,800
6146 - DENTAL INSURANCE	1,074	0	1,029	0	530	0	0
6147 - LIFE INSURANCE-BASIC	15		12		6		
6148 - LIFE INSURANCE-SUPP/DEPEND	80		0		0		
6125 - EMPLOYEE BENEFITS	**41,742**	**38,765**	**37,242**	**50,426**	**18,385**	**42,698**	**42,698**
6100 - TOTAL PERSONNEL SERVICES	**202,999**	**196,287**	**196,221**	**216,820**	**98,934**	**215,124**	**215,124**
6210 - OFFICE SUPPLIES	60	1,000	208	500	30	500	500
6211 - SMALL TOOLS & EQUIPMENT	276	3,000	0	2,500	33	2,500	2,500
6215 - EQUIPMENT-PARTS	2		0		0		
6229 - GENERAL SUPPLIES	2,634	3,500	3,265	3,000	1,286	3,500	3,500
6205 - SUPPLIES	**2,972**	**7,500**	**3,473**	**6,000**	**1,348**	**6,500**	**6,500**
6235 - CONSULTANT SERVICES	1,424		198		0		
6238 - POSTAGE/UPS/FEDEX		30		30		30	30
6239 - PRINTING	0		45		0		
6240 - CLEANING SERVICE/GARBAGE	1,555	1,850	1,616	1,850	574	1,850	1,850
6249 - OTHER CONTRACTUAL SERVICES	1,652	1,750	1,582	1,750	208	2,018	2,018
6230 - CONTRACTUAL SERVICES	**4,631**	**3,630**	**3,441**	**3,630**	**782**	**3,898**	**3,898**
6255 - UTILITIES-ELECTRIC	9,866	10,500	9,870	10,500	3,362	10,500	10,500
6256 - UTILITIES-NATURAL GAS	1,452	1,200	890	1,800	649	1,200	1,200
6257 - UTILITIES-PROPANE/WATER/SEWER	235	300	246	300	111	300	300
6250 - UTILITIES	**11,553**	**12,000**	**11,006**	**12,600**	**4,123**	**12,000**	**12,000**
6265 - REPAIRS-EQUIPMENT	2,248	2,950	1,876	2,950	1,190	3,340	3,340
6266 - REPAIRS-BUILDING	621	6,535	1,961	4,300	516	3,300	3,300
6269 - REPAIRS-OTHER		1,000		1,000		1,000	1,000
6260 - REPAIRS AND MAINTENA	**2,869**	**10,485**	**3,837**	**8,250**	**1,706**	**7,640**	**7,640**
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	0	200	0	200	0	200	200
6276 - SCHOOLS/CONFERENCES/EXP OTHER	0	0	0	0	0	0	0
6277 - MILEAGE/AUTO ALLOWANCE		100		100		100	100
6280 - DUES & SUBSCRIPTIONS	420	495	398	497	75	497	497
6281 - UNIFORM/CLOTHING ALLOWANCE	0	250	54	250	98	250	250
6270 - TRAINING/TRAVEL/DUES	**420**	**1,045**	**452**	**1,047**	**173**	**1,047**	**1,047**
6200 - TOTAL OPERATING COSTS	**22,444**	**34,660**	**22,210**	**31,527**	**8,132**	**31,085**	**31,085**
6311 - INSURANCE-PROPERTY/LIABILITY	9,700	9,700	9,700	9,600	4,800	10,000	10,000
6333 - GENERAL-CASH DISCOUNTS	-9		-19		-10		
6351 - VISA/BANK CHARGES					11,777	27,500	27,500
6301 - OTHER EXPENDITURES	**9,691**	**9,700**	**9,681**	**9,600**	**16,567**	**37,500**	**37,500**
6300 - TOTAL OTHER EXPENDITURES	**9,691**	**9,700**	**9,681**	**9,600**	**16,567**	**37,500**	**37,500**
6425 - VISA/BANK CHARGES	26,797	29,500	25,659	28,000	0	0	0
6401 - VISA/BANK CHARGES	**26,797**	**29,500**	**25,659**	**28,000**	**0**	**0**	**0**
6400 - TOTAL VISA/BANK CHARGES	**26,797**	**29,500**	**25,659**	**28,000**	**0**	**0**	**0**

City of Apple Valley
Budget Summary
2014 Budget
LIQUOR STORE #2

Object Account	2011 Actual	2012 Council Adopted Amended Budget	2012 Actual	2013 Council Adopted Original Budget	06/30/13 YTD Actual	2014 Dept Proposed	2014 Admin Recomm
6501 - TAXABLE/NON-TAXABLE MISC RESAL	1,221,072	1,258,000	1,320,493	1,313,500	599,492	1,339,400	1,339,400
6610 - DEPRECIATION	18,155	15,660	8,732	11,000	4,988	16,400	16,400
6601 - TOTAL DEPRECIATION	18,155	15,660	8,732	11,000	4,988	16,400	16,400
6600 - TOTAL DEPRECIATION	18,155	15,660	8,732	11,000	4,988	16,400	16,400
6720 - CAPITAL OUTLAY-FURNITURE & FIX	0	22,500	0	0	0	111,000	111,000
6740 - CAPITAL OUTLAY-MACH/EQ/OTHER	0	0	0	0	0	10,000	10,000
6701 - TOTAL CAPITAL OUTLAY	0	22,500	0	0	0	121,000	121,000
6700 - TOTAL CAPITAL OUTLAY	0	22,500	0	0	0	121,000	121,000
6001 - EXPENDITURES	1,501,159	1,566,307	1,582,996	1,610,447	728,113	1,760,509	1,760,509

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 58: LIQUOR STORE NO 2 - 5050 & 5065

COMPANY 5000: LIQUOR FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
	SALARIES						
6110	Regular Employees	118,342	68,217	75,191	75,191	76,695	76,695
6111	Salary-Parttime	59,445	83,335	84,170	84,170	88,794	88,794
6112	Salary-Seasonal Temp						
6113	Overtime - Reg	1,500	1,500	1,500	1,500	1,500	1,500
6114	Overtime - Part time	2,000	1,800	1,800	1,800	1,800	1,800
6121	Insurance Cash Benefit	720	850	850	850		
6123	Salaries - Other	1,805	1,820	2,883	2,883	3,636	3,636
6138	Medicare	2,640	2,276	4,288	4,288	2,501	2,501
6139	FICA	11,300	9,732	18,334	18,334	10,690	10,690
6141	Pension - PERA	13,130	11,380	11,763	11,763	12,501	12,501
6142	Workers Compensation	4,270	2,694	2,859	2,859	2,979	2,979
6144	Long-term Disability Insurance	346	203	222	222	227	227
6145	Hospital & Life Insurance	24,960	12,480	12,960	12,960	13,800	13,800
	Total	240,458	196,287	216,820	216,820	215,124	215,124
6210	**OFFICE SUPPLIES**						
	Miscellaneous	3,500	1,000	500	250	500	500
	Total	3,500	1,000	500	250	500	500
6211	**SMALL TOOL & EQUIPMENT**						
	Misc. Exp	4,000	1,000	500	100	500	500
	Vacuum	650	650	650		650	650
	Beer Taps	250	250	250		250	250
	Computers/Register items	3,000	1,100	1,100	400	1,100	1,100
	Total	7,900	3,000	2,500	500	2,500	2,500
6229	**GENERAL SUPPLIES**						
	Bags, Cleaning Supplies, etc	4,000	3,500	3,000	3,300	3,500	3,500
	Total	4,000	3,500	3,000	3,300	3,500	3,500
6238	**POSTAGE/UPS/FEDEX**	30	30	30	15	30	30
	Total	30	30	30	15	30	30
6240	**C. SERVICE/GARBAGE REMOVAL**						
	Rubbish Removal	1,000	1,000	1,000	915	1,000	1,000
	Carpet Cleaning/Tile	500	500	500	375	500	500
	Rug Service	350	250	250	195	250	250
	Window Washing	100	100	100	82	100	100
	Total	1,950	1,850	1,850	1,567	1,850	1,850
6249	**OTHER CONTRACTUAL SERVICES**						
	Alarm Monitoring	200	200	200	208	208	208
	Misc		150	150	150	150	150
	Mowing		1,400	1,400	1,660	1,660	1,660
	Total	200	1,750	1,750	2,018	2,018	2,018
6255	**UTILITIES - ELECTRIC**	9,500	10,500	10,500	10,000	10,500	10,500
	Total	9,500	10,500	10,500	10,000	10,500	10,500
6256	**UTILITIES - NATURAL GAS**	2,000	1,200	1,800	800	1,200	1,200
	Total	2,000	1,200	1,800	800	1,200	1,200
6257	**UTILITIES - OTHER**						
	Water & Sewer	300	300	300	250	300	300
	Total	300	300	300	250	300	300

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 58: LIQUOR STORE NO 2 - 5050 & 5065

COMPANY 5000: LIQUOR FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
6265	**REPAIRS - EQUIPMENT**						
	Cash Register Maint Agreement	1,500	800	800	1,190	1,190	1,190
	Misc/Conveyor	1,000	500	500		500	500
	Computer / Register Systems	2,000	1,000	1,000	400	1,000	1,000
	Alarm Repairs	300	300	300	130	300	300
	Copier Maint. Agreement	350	350	350	350	350	350
	Total	5,150	2,950	2,950	2,070	3,340	3,340
6266	**REPAIRS - BUILDINGS**						
	Furnace, Compressor, Cooler etc.	2,500	2,500	2,000	650	2,000	2,000
	Lawn Sprinkler	300	300	300	300	300	300
	Misc/Electric work	2,500	2,500	2,000	500	1,000	1,000
	Annual Fire Spklr test		185	185	185	190	190
	Irrigation start up / fall blowout		250	250	250	250	250
	Parking lot striping		800			900	900
	Total	5,300	6,535	4,300	1,885	3,300	3,300
6269	**REPAIRS - OTHER**						
	Store Exterior, Paint or Repairs	1,000	1,000	1,000		1,000	1,000
	Total	1,000	1,000	1,000	-	1,000	1,000
6275	**SCHOOL/CONF/EXP - LOCAL**						
	Seminars/Training	- 300	200	200		200	200
	Total	300	200	200	-	200	200
6277	**MILEAGE ALLOWANCE**	100	100	100	50	100	100
	Total	100	100	100	50	100	100
6280	**DUES & SUBSCRIPTIONS**						
	Miscellaneous Subscriptions	150	150	150	150	150	150
	Retailers ID Card (Buyers Card)	20	20	20	20	20	20
	ID Checking Guide	25	25	25	25	25	25
	Chamber Dues	300	300	302	302	302	302
	Total	495	495	497	497	497	497
6281	**UNIFORM/CLOTHING ALLOWANCE**	300	250	250	250	250	250
	Total	300	250	250	250	250	250
6311	**INSURANCE**	9,700	9,700	9,600	9,600	10,000	10,000
	Total	9,700	9,700	9,600	9,600	10,000	10,000
6425	**VISA/BANK CHARGES**	27,000	29,500	28,000	26,500	27,500	27,500
		27,000	29,500	28,000	26,500	27,500	27,500
6610	**DEPRECIATION**	15,460	15,660	11,000	10,100	16,400	16,400
	Total	15,460	15,660	11,000	10,100	16,400	16,400
6720	**CAPITAL OUTLAY - OFFICE FURN**						
	Minor remodel, flooring, millwork, fees,					82,000	82,000
	Fire Sprinkle first floor + replace ceiling					29,000	29,000
	New cooler doors		22,500	-			
	Total	-	22,500	-	-	111,000	111,000

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 58: LIQUOR STORE NO 2 - 5050 & 5065

COMPANY 5000: LIQUOR FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
6740	**CAPITAL OUTLAY - OTHER ITEMS**						
	Register software and hardware					10,000	10,000
	Total	-	-	-	-	10,000	10,000
6510/6550	**COST OF GOODS SOLD**						
	Total	1,200,500	1,258,000	1,313,500	1,324,600	1,339,400	1,339,400
	Total Net of Personnel	1,294,685	1,370,020	1,393,627	1,394,252	1,545,385	1,545,385
	TOTAL EXPENSES	$ 1,535,143	$ 1,566,307	$ 1,610,447	$ 1,611,072	$ 1,760,509	$ 1,760,509

City of Apple Valley
Budget Summary
2014 Budget
LIQUOR STORE #3

Object Account	2011 Actual	2012 Council Adopted Amended Budget	2012 Actual	2013 Council Adopted Original Budget	06/30/13 YTD Actual	2014 Dept Proposed	2014 Admin Recomm
6110 - SALARY-REGULAR EMPLOYEES	130,444	119,519	133,972	126,656	67,067	131,336	131,336
6111 - SALARY PART-TIME	73,634	75,408	75,428	80,752	36,012	88,242	88,242
6113 - OVERTIME-REGULAR EMPLOYEES	904	1,500	578	1,500	0	1,500	1,500
6114 - OVERTIME PART-TIME EMPLOYEES	2,829	3,200	3,354	3,200	796	3,200	3,200
6118 - VACATION PAY	-3,124		1,365		0		
6121 - INSURANCE CASH BENEFIT	664	850	729	850	347	0	0
6123 - SALARY-OTHER		1,531		9,615		7,090	7,090
6105 - SALARIES AND WAGES	205,351	202,008	215,426	222,573	104,222	231,368	231,368
6138 - MEDICARE	2,774	2,917	2,965	3,215	1,456	3,355	3,355
6139 - FICA	11,860	12,472	12,506	13,747	6,225	14,345	14,345
6141 - PENSIONS-PERA	13,612	14,584	15,183	15,734	7,531	16,774	16,774
6142 - WORKERS COMPENSATION	4,060	3,629	3,650	3,826	1,813	3,995	3,995
6144 - LONG-TERM DISABILITY INSURANCE	322	350	353	389	184	399	399
6145 - MEDICAL INSURANCE	20,816	24,960	20,689	25,920	11,327	24,300	24,300
6146 - DENTAL INSURANCE	1,273		1,455		766		
6147 - LIFE INSURANCE-BASIC	22		23		11		
6148 - LIFE INSURANCE-SUPP/DEPEND	211		241		118		
6125 - EMPLOYEE BENEFITS	54,948	58,912	57,065	62,831	29,432	63,168	63,168
6100 - TOTAL PERSONNEL SERVICES	260,299	260,920	272,491	285,404	133,654	294,536	294,536
6210 - OFFICE SUPPLIES	56	1,000	640	1,000	10	1,000	1,000
6211 - SMALL TOOLS & EQUIPMENT	1,058	4,000	296	3,000	0	2,650	2,650
6212 - MOTOR FUELS/OILS			6		0		
6215 - EQUIPMENT-PARTS	26		54		0		
6229 - GENERAL SUPPLIES	4,631	5,000	4,072	5,000	1,587	5,000	5,000
6205 - SUPPLIES	5,771	10,000	5,068	9,000	1,597	8,650	8,650
6231 - LEGAL SERVICES			163		0		
6235 - CONSULTANT SERVICES	2,108		293		0		
6238 - POSTAGE/UPS/FEDEX		40		40		40	40
6239 - PRINTING	59		0		0		
6240 - CLEANING SERVICE/GARBAGE	1,030	1,700	906	1,700	569	1,650	1,650
6249 - OTHER CONTRACTUAL SERVICES	1,768	2,050	1,936	2,150	534	2,720	2,720
6230 - CONTRACTUAL SERVICES	4,965	3,790	3,298	3,890	1,103	4,410	4,410
6255 - UTILITIES-ELECTRIC	20,215	19,000	22,106	21,000	9,880	23,000	23,000
6257 - UTILITIES-PROPANE/WATER/SEWER	490	450	856	550	108	900	900
6250 - UTILITIES	20,705	19,450	22,962	21,550	9,988	23,900	23,900
6265 - REPAIRS-EQUIPMENT	3,934	4,950	2,461	4,950	3,116	8,630	8,630
6266 - REPAIRS-BUILDING	3,848	2,350	2,037	4,400	876	7,235	7,235
6269 - REPAIRS-OTHER		1,000		1,000		1,000	1,000
6260 - REPAIRS AND MAINTENA	7,781	8,300	4,498	10,350	3,992	16,865	16,865
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	0	200	0	200	0	200	200
6277 - MILEAGE/AUTO ALLOWANCE	216	250	146	150	62	200	200
6280 - DUES & SUBSCRIPTIONS	420	495	398	497	75	497	497
6281 - UNIFORM/CLOTHING ALLOWANCE	0	500	147	300	202	300	300
6270 - TRAINING/TRAVEL/DUES	635	1,445	691	1,147	339	1,197	1,197
6200 - TOTAL OPERATING COSTS	39,858	42,985	36,516	45,937	17,019	55,022	55,022
6310 - RENTAL EXPENSE	3,400	3,400	3,400	3,400	0	3,400	3,400
6311 - INSURANCE-PROPERTY/LIABILITY	15,500	15,500	15,500	16,900	8,450	17,500	17,500
6333 - GENERAL-CASH DISCOUNTS	-18		-27		-11		
6351 - VISA/BANK CHARGES					18,994	45,000	45,000
6301 - OTHER EXPENDITURES	18,882	18,900	18,873	20,300	27,433	65,900	65,900
6300 - TOTAL OTHER EXPENDITURES	18,882	18,900	18,873	20,300	27,433	65,900	65,900
6425 - VISA/BANK CHARGES	42,109	47,500	41,165	51,000	0	0	0
6401 - VISA/BANK CHARGES	42,109	47,500	41,165	51,000	0	0	0
6400 - TOTAL VISA/BANK CHARGES	42,109	47,500	41,165	51,000	0	0	0

City of Apple Valley
Budget Summary
2014 Budget
LIQUOR STORE #3

Object Account	2011 Actual	2012 Council Adopted Amended Budget	2012 Actual	2013 Council Adopted Original Budget	06/30/13 YTD Actual	2014 Dept Proposed	2014 Admin Recomm
6501 - TAXABLE/NON-TAXABLE MISC RESAL	1,830,143	1,961,000	2,077,602	2,090,500	864,617	2,216,300	2,216,300
6610 - DEPRECIATION	109,645	110,000	109,818	110,000	54,458	109,900	110,600
6601 - TOTAL DEPRECIATION	109,645	110,000	109,818	110,000	54,458	109,900	110,600
6600 - TOTAL DEPRECIATION	109,645	110,000	109,818	110,000	54,458	109,900	110,600
6740 - CAPITAL OUTLAY-MACH/EQ/OTHER		0		0		20,000	29,500
6701 - TOTAL CAPITAL OUTLAY		0		0		20,000	29,500
6700 - TOTAL CAPITAL OUTLAY		0		0		20,000	29,500
6910 - BOND PRINCIPAL		140,000		145,000		150,000	150,000
6901 - TOTAL DEBT SERVICE		140,000		145,000		150,000	150,000
6900 - TOTAL DEBT SERVICE		140,000		145,000		150,000	150,000
7015 - DEBT SERVICE-INTEREST	0	119,696	0	116,065	0	111,850	111,850
7001 - TOTAL INTEREST AND FISCAL FEES	0	119,696	0	116,065	0	111,850	111,850
7000 - TOTAL INTEREST AND FISCAL FEES	0	119,696	0	116,065	0	111,850	111,850
6001 - EXPENDITURES	2,300,935	2,701,001	2,556,466	2,864,206	1,097,182	3,023,508	3,033,708

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 59: LIQUOR STORE NO 3 - 5080 & 5095

COMPANY 5000: LIQUOR FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
6110	**SALARIES**						
	Regular Employees	118,342	119,519	126,656	126,656	131,336	131,336
6111	Salary-Parttime	82,128	75,408	80,752	80,752	88,242	88,242
6113	Overtime - Reg	1,500	1,500	1,500	1,500	1,500	1,500
6114	Overtime - Parttime	2,275	3,200	3,200	3,200	3,200	3,200
6121	Insurance Cash Benefit	720	850	850	850		
6123	Salaries - Other	2,885	1,531	9,615	9,615	7,090	7,090
6138	Medicare	3,005	2,917	3,215	3,215	3,355	3,355
6139	FICA	12,840	12,472	13,747	13,747	14,345	14,345
6141	Pension - PERA	14,850	14,584	15,734	15,734	16,775	16,775
6142	Workers Compensation	4,850	3,629	3,826	3,826	3,994	3,994
6144	Long-term Disability Insurance	346	350	389	389	399	399
6145	Hospital & Life Insurance	24,960	24,960	25,920	25,920	24,300	24,300
	Total	268,701	260,920	285,404	285,404	294,536	294,536
6210	**OFFICE SUPPLIES**						
	Miscellaneous	2,000	1,000	1,000	700	1,000	1,000
	Total	2,000	1,000	1,000	700	1,000	1,000
6211	**SMALL TOOL & EQUIPMENT**						
	Misc. Expenses	2,500	2,000	850	500	600	600
	Vacuum	650	650	650		650	650
	Computer / Register Systems	2,000	1,350	850	400	800	800
	Shelving	1,000		650		600	600
	Total	6,150	4,000	3,000	900	2,650	2,650
6229	**GENERAL SUPPLIES**						
	Bags, Cleaning Supplies, etc	6,000	5,000	5,000	4,400	5,000	5,000
	Total	6,000	5,000	5,000	4,400	5,000	5,000
6238	**POSTAGE/UPS/FEDEX**	40	40	40	20	40	40
	Total	40	40	40	20	40	40
6240	**C. SERVICE/GARBAGE REMOVAL**						
	Rubbish Removal	1,000	800	800	500	800	800
	Carpet Cleaning/Tile	300	300	300	300	350	350
	Rug Service	700	450	450	350	350	350
	Window Washing	150	150	150	129	150	150
	Total	2,150	1,700	1,700	1,279	1,650	1,650
6249	**OTHER CONTRACTUAL SERVICES**						
	Alarm Monitoring	450	450	200	200	200	200
	Misc		100	100	100	100	100
	Music	100	100	350	350	350	350
	Mowing	550	1,400	1,500	2,070	2,070	2,070
	Total	1,100	2,050	2,150	2,720	2,720	2,720
6255	**UTILITIES - ELECTRIC**	18,000	19,000	21,000	22,500	23,000	23,000
	Total	18,000	19,000	21,000	22,500	23,000	23,000
6257	**UTILITIES - OTHER**						
	Water & Sewer	250	450	550	900	900	900
	Irrigation	500					
	Total	750	450	550	900	900	900

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 59: LIQUOR STORE NO 3 - 5080 & 5095

COMPANY 5000: LIQUOR FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
6265	**REPAIRS - EQUIPMENT**						
	Copier Maint. Agreement	350	350	350	350	350	350
	Cash Register Maint Agreement	2,100	2,100	2,100	1,680	1,680	1,680
	Computer / Register Systems	2,500	1,000	1,000	300	1,000	1,000
	Alarm Repairs	500	500	500	150	500	500
	HVAC Maintenance	1,000	1,000	1,000		1,000	1,000
	2 additional CCTV cameras + relocate					3,500	3,500
	Batteries for Floor machine					600	600
	Total	6,450	4,950	4,950	2,480	8,630	8,630
6266	**REPAIRS - BUILDINGS**						
	Heat Pumps, Compressor, Cooler etc.	2,000	1,000	2,000	1,000	2,000	2,000
	Irrigation Maintenance	350	350	400	350	400	400
	Landscape maintenance	1,500	1,000	2,000	1,800	3,000	3,000
	Parking lot striping	1,500		1,500		1,500	1,500
	Annual Fire Sprkl test		185	185	185	185	185
	Annual Irrigation valve test				150	150	150
	Total	5,350	2,535	6,085	3,485	7,235	7,235
6269	**REPAIRS - OTHER**						
	Store Exterior, Paint or Repairs	1,000	1,000	1,000	600	1,000	1,000
	Total	1,000	1,000	1,000	600	1,000	1,000
6275	**SCHOOL/CONF/EXP - LOCAL**						
	Seminars/Training	- 300	200	200		200	200
	Total	300	200	200	-	200	200
6277	**MILEAGE ALLOWANCE**	250	250	150	150	200	200
	Total	250	250	150	150	200	200
6280	**DUES & SUBSCRIPTIONS**						
	Retailers ID Card (Buyers Card)	20	20	20	20	20	20
	ID Checking Guide	25	25	25	25	25	25
	Miscellaneous Subscriptions	150	150	150	150	150	150
	Chamber Dues	300	300	302	302	302	302
	Total	495	495	497	497	497	497
6281	**UNIFORM/CLOTHING ALLOWANCE**	500	500	300	250	300	300
	Total	500	500	300	250	300	300
6310	**Rental**						
	Cobblestone Maintenance Agreement	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
6311	**INSURANCE**	15,500	15,500	16,900	16,900	17,500	17,500
	Total	15,500	15,500	16,900	16,900	17,500	17,500
6425	**VISA/BANK CHARGES**	45,000	47,500	51,000	43,000	45,000	45,000
		45,000	47,500	51,000	43,000	45,000	45,000
6610	**DEPRECIATION**	110,000	110,000	110,000	109,900	109,900	110,600
	Total	110,000	110,000	110,000	109,900	109,900	110,600

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 59: LIQUOR STORE NO 3 - 5080 & 5095

COMPANY 5000: LIQUOR FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
6740	**CAPITAL OUTLAY - OTHER ITEMS**						
	Cooler Motor and Fan Control						9,500
	Register Software/Hardware	-	-	-	-	20,000	20,000
	Total	-	-	-	-	20,000	29,500
6510/6550	**COST OF GOODS SOLD**						
				2,090,500	2,168,200	2,216,300	2,216,300
	Total	1,905,400	1,961,000	2,090,500	2,168,200	2,216,300	2,216,300
7015	**DEBT SERVICE INTEREST**						
		125,450	119,696	116,065	116,853	111,850	111,850
		125,450	119,696	116,065	116,853	111,850	111,850
6910	**DEBT SERVICE PRINCIPAL**						
		135,000	140,000	145,000	145,000	150,000	150,000
		135,000	140,000	145,000	145,000	150,000	150,000
	Total Net of Personnel	2,390,285	2,440,266	2,580,487	2,644,134	2,728,972	2,739,172
	TOTAL EXPENSES	$ 2,658,986	$ 2,701,186	$ 2,865,891	$ 2,929,538	$ 3,023,508	$ 3,033,708

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT: LIQUOR REVENUES

COMPANY 5000: LIQUOR FUND

JDE ACCT		2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 EST ACTUAL	2014 DEPT PROP	2015 DEPT PROP
4410	Liquor	1,566,000	1,566,000	1,690,000	1,541,200	1,574,000	1,605,000
4411	Beer	1,839,000	1,839,000	1,870,000	1,756,000	1,790,000	1,826,000
4412	Wine	1,076,700	1,076,700	1,123,360	1,104,000	1,125,000	1,148,000
4413	Taxable Misc	71,300	71,300	73,000	59,000	60,000	61,000
4414	Non Taxable Misc	46,600	46,600	43,000	38,000	39,000	40,000
4415	Bottle Deposits	33,800	33,600	24,200	25,100	26,000	27,000
4416	Bottle Refunds	(33,400)	(33,400)	(23,760)	(24,300)	(25,000)	(26,000)
	Wine Club		200	200	1,000	1,000	1,000
	Store No. 1	4,600,000	4,600,000	4,800,000	4,500,000	4,590,000	4,682,000
4410	Liquor	496,000	550,000	575,000	563,010	570,500	576,000
4411	Beer	685,000	678,000	694,000	703,000	710,000	717,000
4412	Wine	417,000	423,500	455,000	475,000	480,000	485,000
4413	Taxable Misc	28,900	24,000	25,460	26,000	26,260	26,500
4414	Non Taxable Misc	23,000	23,000	24,000	21,000	21,240	21,500
4415	Bottle Deposits	1,400	1,400	7,800	8,370	8,400	8,500
4416	Bottle Refunds	(1,300)	(1,400)	(7,760)	(8,380)	(8,400)	(8,500)
	Wine Club		1,500	1,500	2,000	2,000	2,000
	Store No. 2	1,650,000	1,700,000	1,775,000	1,790,000	1,810,000	1,828,000
4410	Liquor	756,000	756,000	828,000	840,000	860,000	886,000
4411	Beer	917,000	917,000	953,000	1,040,000	1,060,000	1,092,000
4412	Wine	905,000	905,000	972,000	984,920	1,008,400	1,039,000
4413	Taxable Misc	43,000	43,000	43,000	39,000	40,000	41,000
4414	Non Taxable Misc	29,000	28,850	28,970	25,000	25,500	25,900
4415	Bottle Deposits	300	600	480	570	600	600
4416	Bottle Refunds	(300)	(600)	(600)	(490)	(500)	(500)
	Wine Club		150	150	1,000	1,000	1,000
	Store No. 3	2,650,000	2,650,000	2,825,000	2,930,000	2,995,000	3,085,000
Combined Sales							
	Liquor	2,818,000	2,872,000	3,093,000	2,944,210	3,004,500	3,067,000
	Beer	3,441,000	3,434,000	3,517,000	3,499,000	3,560,000	3,635,000
	Wine	2,398,700	2,405,200	2,550,360	2,563,920	2,613,400	2,672,000
	Taxable Misc	143,200	138,300	141,460	124,000	126,260	128,500
	Non Taxable Misc	98,600	98,450	95,970	84,000	85,740	87,400
	Bottle Deposits	35,500	35,600	32,480	34,040	35,000	36,100
	Bottle Refunds	(35,000)	(35,400)	(32,120)	(33,170)	(33,900)	(35,000)
	Wine Club	-	1,850	1,850	4,000	4,000	4,000
	Combined Total	8,900,000	8,950,000	9,400,000	9,220,000	9,395,000	9,595,000

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, the course plays host to the district 196 Nordic Ski Team, sand volleyball leagues, cross country running races, Mid-Winter Fest activities and a variety of other Recreation Department programs.

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. Contracting with a private management company could threaten many of the advantages the golf course possesses as a community asset. Current management is able 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.

Golf Management Operations – Objectives for 2014

- Increase rounds through continued targeted marketing, superior service and excellent course conditions.
- Hold the line on staff costs so that any increased costs are directly associated with increased revenue opportunities.
- Continue use of club fitting and special order merchandise in order to reduce overall inventory overhead.
- Outreach and development of programs to entice additional players and league members
-

Budget impacts of new clubhouse

- Increase in Seasonal staff budget due to additional food and beverage offerings as well as additional hours of building use.
- Large increase in the depreciation budget to reflect the value of the new facility.
- Interest payments on building loan as well as electric golf car lease.

2 Golf Course Maintenance

The Golf Maintenance division provides the beautification of the 190 acre Valleywood Golf Course. 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 2014

- 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.

3 Valleywood Food & Beverage

Daily Food and Beverage operations at Valleywood; including clubhouse bar and grill, tournament menus and on course beverage cart operations.

The Food & Beverage operations are a highly profitable part of the overall golf operation. Over the last few years this business unit is generating a 30% profit margin on sales now exceeding $150,000.

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. In order to best handle the daily needs of the golf patrons, leagues and golf outings this area should continue to be managed by the golf course management.

The golf course management has clearly demonstrated over the last few years that they are effectively serving the desires of all the golf course users while generating a healthy profit in this area of the operation. The revenues from this business unit are a crucial part of the golf courses annual profitability.

Valleywood Food & Beverage – Objectives for 2014

- Continue to develop a menu reflective of the upgraded food service facilities in the new clubhouse, particularly those options for group outings and buffet style service.
- Work on an expanded tournament menu to try to entice smaller group outings to include food as a part of their event.

Comprehensive Plan: Key 2 – Livable; Key 3 – Business; Key 6 – Play & Preserve; Key 7 – Healthy & Active; Key 7 - Learning

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Actual 2010	Actual 2011	Actual 2012	Projected 2013	Projected 2014
Golf Operations					
Golf/Cart/Range Revenue	864,486	802,054	848,137	840,000	960,500
Food & Beverage Revenue	148,547	136,826	162,139	200,000	245,000
Pro Shop Revenue	101,491	84,090	99,153	115,000	106,000
Total Revenue	1,114,524	1,022,970	1,109,429	1,175,000	1,311,500
# of Rounds	33,113	31,123	32,612	34,500	34,500
Food & Bev. Revenues	148,547	136,826	162,139	200,000	245,000
Food & Bev. Profit	40,386	39,604	48,786	60,000	102,000

Regular Status Personnel Schedule – FTE's

Position Title	Adopted 2010	Adopted 2011	Adopted 2012	Adopted 2013	Proposed 2014
Golf Course Manager	1	1	1	1	1
Recreation Supervisor/Golf	.75	.75	.75	.75	1
Maintenance Foreman	1.5	1.5	1.5	1.5	2

Temporary Status Personnel Schedule –(# positions Part Time)

Position Title	Adopted 2010	Adopted 2011	Adopted 2012	Adopted 2013	Proposed 2014
Golf Course Maintenance:					
Seasonal Maintenance II	2,300 hrs	2,400 hrs	2,500 hrs	2,500 hrs	2,500 hrs
Seasonal Maintenance I	5,500 hrs	6,600 hrs	7,000 hrs	7,000 hrs	7,000 hrs
Food & Beverage :					
Food & Bev. Supervisor	2	2	2	2	2
Food & Bev. Attendants	9	8	8	12	12

Summary Budget Department 61 - Golf	2010 Actual	2011 Adopted	2011 Actual	2012 Adopted	2012 Actual	2013 Adopted	2014 Proposed
Revenue:							
Rounds	731,635	755,500	669,090	750,000	714,815	710,000	812,000
Carts	83,141	103,600	88,813	94,000	91,779	90,000	102,500
Range / Lessons	49,710	58,000	44,151	55,500	41,543	50,000	46,000
Other pro shop sales	101,491	83,400	84,090	107,500	91,779	125,000	106,000
Concessions/ Food /Bev	148,547	140,000	136,826	150,000	162,139	200,000	245,000
Other Inc./donations			895		21,561		
Investment Earnings	3,868	3,300	9,142	3,500	15,012	3,500	3,000
	1,118,392	1,143,800	1,033,007	1,160,500	1,138,628	1,178,500	1,314,500
Expenditures:							
Salaries & Wages	423,140	430,214	446,668	435,915	502,066	462,378	497,343
Emp. Benefits	108,788	96,007	116,950	97,512	121,111	98,693	114,180
Supplies	120,957	105,300	119,134	113,000	181,523	113,000	121,000
Items for resale	176,666	141,500	162,927	159,500	189,940	157,500	180,000
Contractual Serv.	19,882	18,100	21,537	19,500	24,101	25,500	39,500
Utilities	36,487	40,000	34,990	40,000	34,811	37,000	36,000
Repairs & Maint.	14,948	32,000	22,537	39,000	30,882	21,000	19,000
Training/Travel/Dues	7,652	9,900	7,379	7,100	12,022	10,900	12,500
Other Exp.	61,415	87,500	55,788	51,500	50,613	72,500	57,860
Visa/Bank Charges	15,258	15,000	14,653	16,000	13,941	17,000	12,000
Depreciation	61,806	61,500	60,712	65,000	83,491	160,500	170,100
Interest							3,452
Interest - cart lease							2,358
Interest - Interfund Loans				-	7,321	-	8,905
Total Exp	1,046,999	1,037,021	1,063,275	1,044,027	1,251,822	1,175,971	1,274,198
Net Income (loss)	71,393	106,779	(30,268)	116,473	(113,194)	2,529	40,302
Less:							
Capital Outlay	$ (17,867)	$ (6,400)	$ (6,400)	$ (15,000)	$ (15,000)	$ (15,000)	$ (211,000)
Principal on Capital Leases	$ (35,613)		$ (31,235)		$ (33,092)	$ (32,355)	$ (12,528)
Principal on cart lease						$ (22,500)	$ (40,458)
Principal on Interfund Loan					$ (42,679)	$ (42,000)	$ (42,339)
Principal on Equip certificates							$ (15,092)
Add:							
Depreciation	$ 61,806	$ 61,500	$ 60,712	$ 65,000	$ 83,491	$ 160,500	$ 170,100
Net Change In Cash	115,332	161,879	24,044	166,473	(44,703)	148,029	(598)

2014 CAPITAL OUTLAY:

Clubhouse:

A/V Equipment	20,000
Televisions	2,000
	$ 22,000

Maintenance:

Replace #522 –'99 Fairway Mower	50,000
Parking Lot overlay	100,000
Small Spayer unit	15,000
	$ 165,000

Food and Beverage:

Kitchen Equipment	3,000
Banquet/ Bar Furniture	12,000
Kaivac Sanitizer Machine	5,000
POS System (F & B Handhelds)	4,000
	$ 24,000

Total Golf **$ 211,000**

COMPANY	DEPARTMENT	BUSINESS UNIT	ACTIVITY
5101	Parks & Recreation	5150	Golf Course Maintenance

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) 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 2010	Actual 2011	Proposed 2012	Proposed 2013	Proposed 2014
Fertilizer	13,835	14,818	13,414	11,000	13,000
Chemicals	20,074	18,001	28,666	20,000	22,000
Equipment Parts	27,077	21,252	31,785	26,000	26,000
Small Tools	6,254	4,447	4,144	5,000	5,000
Fuel (including golf cars)	21,583	29,944	33,049	16,000	16,000

	Regular Status Personnel Schedule –FTE's			
Position Title	Adopted 2011	Adopted 2012	Adopted 2013	Adopted 2014
Maintenance Foreman	1.5	1.5	1.5	2.0
	Included in golf management budget			

	Seasonal/Temporary Status Personnel Schedule			
Position Title	Adopted 2011	Adopted 2012	Proposed 2013	Proposed 2014
Seasonal Maintenance II (3 positions)	2,500 Hours	2,500 Hours	2,500 Hours	2,500 Hours
Seasonal Maintenance I (10 positions)	6,000 Hours	6,000 Hours	6,000 Hours	6,000 Hours

2014 CAPITAL OUTLAY

Replace #522 – 1999 Fairway Mower	$ 50,000
Parking Lot Overlay	$100,000
Small Sprayer Unit	$ 15,000
	$165,000

COMPANY	DEPARTMENT	BUSINESS UNIT	ACTIVITY
5100	Parks & Recreation	5120	Valleywood Food & Beverage

Comprehensive Plan: Key 3 – Business

Department Priority 2

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Actual 2010	Actual 2011	Actual 2012	Proposed 2013	Proposed 2014
Expenses:					
Beer	21,833	20,566	27,222	25,000	30,000
Food	20,397	19,322	3,786	25,000	30,000
Non-Alcoholic Bev.	15,139	14,209	17,635	18,000	20,000
Supplies	4,661	4,577	9,325	7,000	6,000
Liquor	4,571	6,426	8,699	7,000	8,000
Wine	426	33	579	2,000	4,000
Seasonal F&B payroll	40,642	39,604	48,786	45,000	45,000
Total Expenses	108,161	104,736	136,032	129,000	143,000
Revenues:					
Beer	65,653	63,454	76,890	80,000	100,000
Food & Non-Alcoholic Bev.	72,519	59,512	69,507	95,000	100,000
Liquor & Wine	10,375	13,860	15,742	25,000	20,000
Banquet Rentals	-	-	-	-	25,000
Total F&B Revenue	148,547	136,826	162,139	200,000	245,000
Business unit profit (loss)	40,386	32,090	26,107	60,000	102,000

			Temporary Status Personnel Schedule –(# positions Part Time)		
Position Title	Adopted 2010	Adopted 2011	Adopted 2012	Adopted 2013	Proposed 2014
F&B Supervisor (2000 hrs @ $10)	2	2	2	2	2
F&B attendants(2200 hrs @ $8)	9	8	8	12	12
Total Seasonal F& B Payroll	$ 35,824	$ 34,830	$ 40,000	$ 45,000	45,000

2014 CAPITAL OUTLAY

Kitchen Equipment (salamander)	$ 3,000
Banquet/Bar Furniture	$ 12,000
Kaivac Sanitizer Machine	$ 5,000
POS System (F & B hand-helds)	$ 4,000
	$ 24,000

City of Apple Valley
Budget Summary
2014 Budget
GOLF

Object Account	2011 Actual	2012 Council Adopted Amended Budget	2012 Actual	2013 Council Adopted Original Budget	06/30/13 YTD Actual	2014 Dept Proposed	2014 Admin Recomm
6110 - SALARY-REGULAR EMPLOYEES	208,630	207,783	225,337	213,032	111,159	267,983	267,983
6111 - SALARY PART-TIME	0	0	697	0	0	0	0
6112 - SALARY-SEASONAL TEMP	220,115	210,000	252,493	230,000	147,120	210,000	210,000
6113 - OVERTIME-REGULAR EMPLOYEES	10,248	12,000	16,005	12,000	408	12,000	12,000
6114 - OVERTIME PART-TIME EMPLOYEES		2,000		2,000		2,000	2,000
6118 - VACATION PAY	5,435		4,550		0		
6121 - INSURANCE CASH BENEFIT	1,449		1,041		810		
6122 - COMP REQUEST	-784		-600		-169		
6123 - SALARY-OTHER	0	4,132	0	5,346	0	5,360	5,360
6124 - OVERTIME-SEASONAL TEMP	1,576		2,543		3,886		
6105 - SALARIES AND WAGES	**446,668**	**435,915**	**502,066**	**462,378**	**263,213**	**497,343**	**497,343**
6138 - MEDICARE	6,833	6,321	7,389	6,704	3,759	7,211	7,211
6139 - FICA	29,217	27,027	31,595	28,667	16,073	30,835	30,835
6141 - PENSIONS-PERA	22,323	16,234	20,998	15,832	9,748	20,832	20,832
6142 - WORKERS COMPENSATION	7,326	7,115	7,908	5,111	4,260	5,909	5,909
6143 - UNEMPLOYMENT COMPENSATION	6,842	0	7,344	0	8,198	0	0
6144 - LONG-TERM DISABILITY INSURANCE	738	615	753	633	386	793	793
6145 - MEDICAL INSURANCE	40,335	40,200	41,689	41,746	20,851	49,200	48,600
6146 - DENTAL INSURANCE	2,636		2,909		1,532		
6147 - LIFE INSURANCE-BASIC	46		46		23		
6148 - LIFE INSURANCE-SUPP/DEPEND	654		479		405		
6125 - EMPLOYEE BENEFITS	**116,950**	**97,512**	**121,111**	**98,693**	**65,235**	**114,780**	**114,180**
6100 - TOTAL PERSONNEL SERVICES	**563,617**	**533,427**	**623,177**	**561,071**	**328,448**	**612,123**	**611,523**
6210 - OFFICE SUPPLIES	969	500	1,015	3,000	927	3,000	3,000
6211 - SMALL TOOLS & EQUIPMENT	4,447	8,000	4,144	8,000	4,626	5,000	5,000
6212 - MOTOR FUELS/OILS	29,939	22,000	33,049	16,000	5,496	16,000	16,000
6213 - FERTILIZER	14,818	12,000	13,414	14,000	5,824	13,000	13,000
6214 - CHEMICALS	18,001	17,500	28,666	18,000	4,916	22,000	22,000
6215 - EQUIPMENT-PARTS	21,252	20,000	31,785	20,000	10,376	26,000	26,000
6216 - VEHICLES-TIRES/BATTERIES	1,787	1,000	2,985	2,000	269	2,000	2,000
6229 - GENERAL SUPPLIES	27,920	32,000	66,465	32,000	15,862	34,000	34,000
6205 - SUPPLIES	**119,134**	**113,000**	**181,523**	**113,000**	**48,297**	**121,000**	**121,000**
6231 - LEGAL SERVICES	0		0		83		
6235 - CONSULTANT SERVICES	-7,592	500	171	500	749	500	500
6237 - TELEPHONE/PAGERS	7,576	8,000	8,992	10,000	4,872	12,000	12,000
6238 - POSTAGE/UPS/FEDEX	58		90		0		
6239 - PRINTING	4,836	3,000	5,943	5,000	3,721	8,000	8,000
6240 - CLEANING SERVICE/GARBAGE	2,175	3,000	3,087	4,000	3,593	4,000	4,000
6249 - OTHER CONTRACTUAL SERVICES	14,782	5,000	5,817	6,000	4,543	15,000	15,000
6230 - CONTRACTUAL SERVICES	**21,835**	**19,500**	**24,101**	**25,500**	**17,561**	**39,500**	**39,500**
6255 - UTILITIES-ELECTRIC	20,447	20,000	22,930	20,000	9,113	21,000	21,000
6256 - UTILITIES-NATURAL GAS			2,633		4,834		
6257 - UTILITIES-PROPANE/WATER/SEWER	14,542	20,000	9,248	17,000	4,317	15,000	15,000
6250 - UTILITIES	**34,990**	**40,000**	**34,811**	**37,000**	**18,263**	**36,000**	**36,000**
6265 - REPAIRS-EQUIPMENT	8,501	18,000	17,033	11,000	1,629	11,000	11,000
6266 - REPAIRS-BUILDING	11,107	18,000	6,563	7,000	3,504	5,000	5,000
6269 - REPAIRS-OTHER	2,929	3,000	7,286	3,000	660	3,000	3,000
6260 - REPAIRS AND MAINTENA	**22,537**	**39,000**	**30,882**	**21,000**	**5,793**	**19,000**	**19,000**
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	398	500	1,059	500	561	1,500	1,500
6276 - SCHOOLS/CONFERENCES/EXP OTHER	585	0	0	2,000	1,349	0	0
6277 - MILEAGE/AUTO ALLOWANCE	1,599	1,800	1,538	2,000	548	2,000	2,000
6278 - SUBSISTENCE ALLOWANCE	250	0	0	400	200	0	0
6280 - DUES & SUBSCRIPTIONS	2,832	2,800	4,200	3,000	2,390	4,000	4,000
6281 - UNIFORM/CLOTHING ALLOWANCE	1,715	2,000	5,225	3,000	1,833	5,000	5,000
6270 - TRAINING/TRAVEL/DUES	**7,379**	**7,100**	**12,022**	**10,900**	**6,882**	**12,500**	**12,500**
6200 - TOTAL OPERATING COSTS	**205,874**	**218,600**	**283,339**	**207,400**	**96,796**	**228,000**	**228,000**
6310 - RENTAL EXPENSE	5,197	7,500	7,832	8,000	3,818	8,000	8,000
6311 - INSURANCE-PROPERTY/LIABILITY	32,000	32,000	32,000	37,000	18,500	36,000	37,000
6323 - INTEREST EXPENSE	5,323		3,410		2,327	2,360	2,360
6333 - GENERAL-CASH DISCOUNTS	-202		-130		-28		
6349 - LATE FEES/FINANCE CHARGES	53		0		0		
6351 - VISA/BANK CHARGES					5,172		
6399 - OTHER CHARGES	-93,724	12,000	7,500	27,500	7,574	10,500	10,500
6301 - OTHER EXPENDITURES	**-51,353**	**51,500**	**50,613**	**72,500**	**37,364**	**56,860**	**57,860**
6300 - TOTAL OTHER EXPENDITURES	**-51,353**	**51,500**	**50,613**	**72,500**	**37,364**	**56,860**	**57,860**

City of Apple Valley
Budget Summary
2014 Budget
GOLF

Object Account	2011 Actual	2012 Council Adopted Amended Budget	2012 Actual	2013 Council Adopted Original Budget	06/30/13 YTD Actual	2014 Dept Proposed	2014 Admin Recomm
6410 - GOLF-RENT POWER CARTS	16,791	17,000	19,695	3,000	0	3,000	3,000
6411 - GOLF-BAGS & UMBRELLAS	6,033	3,000	4,185	5,000	2,131	5,000	5,000
6412 - GOLF-BALLS	13,377	14,000	11,744	14,000	6,375	13,000	13,000
6413 - GOLF-CAPS/HATS/CLOTHING	15,723	18,000	17,066	18,000	44,786	18,000	18,000
6414 - GOLF-CLUBS	16,713	16,000	20,655	12,000	16,992	13,000	13,000
6415 - GOLF-GLOVES	4,706	3,000	3,024	4,000	2,409	5,000	5,000
6416 - GOLF-SHOES	5,358	4,000	2,639	7,000	5,103	6,000	6,000
6417 - GOLF-CIGARS	1,525	2,000	2,397	2,000	331	2,000	2,000
6418 - GOLF-PRO SHOP OTHER	9,937	5,000	13,596	5,000	14,007	8,000	8,000
6419 - GOLF-BEER	20,566	22,000	27,222	25,000	9,594	30,000	30,000
6420 - GOLF-FOOD	19,322	21,000	23,786	25,000	8,846	30,000	30,000
6421 - GOLF-NON ALCOHOLIC BEVERAGES	14,209	16,000	17,635	18,000	3,100	20,000	20,000
6422 - GOLF-KITCHEN SUPPLIES	4,577	4,000	9,325	7,000	11,159	6,000	6,000
6423 - GOLF-CASH DISCOUNT	-2,356	-2,000	-1,301	-1,000	-698	-1,000	-1,000
6424 - GOLF FREIGHT ON RESALE MDSE	3,498	3,000	3,394	3,000	3,271	3,000	3,000
6425 - VISA/BANK CHARGES	14,654	16,000	13,941	17,000	0	17,000	17,000
6426 - HANDICAP FEE	290	8,000	1,628	1,500	421	2,000	2,000
6427 - GOLF-RENTAL EQUIPMENT	900		829		0		
6428 - GOLF LESSONS	5,300		3,145		0		
6429 - GOLF-LIQUOR	6,426		8,699		5,856		
6430 - GOLF-WINE	33		579		1,142		
6401 - GOLF	177,581	170,000	203,881	165,500	134,824	180,000	180,000
6510 - LIQUOR	0	5,000	0	7,000	0	8,000	8,000
6520 - WINE	0	500	0	2,000	0	4,000	4,000
6501 - TAXABLE/NON-TAXABLE MISC RESAL	0	5,500	0	9,000	0	12,000	12,000
6500 - TOTAL LIQUOR EXPENDITURES	0	5,500	0	9,000	0	12,000	12,000
6610 - DEPRECIATION	60,712	65,000	83,491	160,500	64,728	170,100	170,100
6601 - TOTAL DEPRECIATION	60,712	65,000	83,491	160,500	64,728	170,100	170,100
6600 - TOTAL DEPRECIATION	60,712	65,000	83,491	160,500	64,728	170,100	170,100
6730 - CAPITAL OUTLAY-TRANSPORTATION	0		0		0	100,000	100,000
6735 - CAPITAL OUTLAY-OTHER IMPROVEME						80,000	50,000
6740 - CAPITAL OUTLAY-MACH/EQ/OTHER	0	0	0	0	0	61,000	61,000
6701 - TOTAL CAPITAL OUTLAY	0	0	0	0	0	241,000	211,000
6801 - TOTAL CONSTRUCTION COSTS	107,141		0		-31,117		
6800 - TOTAL CONSTRUCTION COSTS	107,141		0		-31,117		
6700 - TOTAL CAPITAL OUTLAY	107,141	0	0	0	-31,117	241,000	211,000
7016 - INTERFUND LOAN-INTEREST			7,321		0	14,715	14,715
7001 - TOTAL INTEREST AND FISCAL FEES			7,321		0	14,715	14,715
7000 - TOTAL INTEREST AND FISCAL FEES			7,321		0	14,715	14,715
6001 - EXPENDITURES	1,063,573	1,044,027	1,251,822	1,175,971	631,043	1,514,798	1,485,198

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 61: GOLF - 5105

COMPANY 5100: GOLF FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
	SALARIES						
6110	Regular Employees	201,954	207,783	213,032	213,032	267,983	267,983
6111	Salary-Parttime						
6112	Salary-Seasonal Temp	210,000	210,000	230,000	230,000	210,000	210,000
6113	Overtime - Reg	12,000	12,000	12,000	12,000	12,000	12,000
6114	Overtime - Temp	2,000	2,000	2,000	2,000	2,000	2,000
6123	Salaries - Other	4,260	4,132	5,346	5,346	5,360	5,360
6138	Medicare	6,238	6,321	6,704	6,704	7,211	7,211
6139	FICA	26,673	27,027	28,667	28,667	30,835	30,835
6141	Pension - PERA	15,667	16,234	15,832	15,832	20,832	20,832
6142	Workers Compensation	7,357	7,115	5,111	5,111	5,909	5,909
6143	Unemployment Compensation						
6144	Long-term Disability Insurance	592	615	633	633	793	793
6145	Hospital & Life Insurance	39,480	40,200	41,746	41,746	49,200	48,600
	Total	526,221	533,427	561,071	561,071	612,123	611,523
6210	**OFFICE SUPPLIES**	1,000	500	3,000	3,000	3,000	3,000
	Total	1,000	500	3,000	3,000	3,000	3,000
6211	**SMALL TOOL & EQUIPMENT**						
	Misc	8,000	8,000	8,000	5,000	5,000	5,000
	Total	8,000	8,000	8,000	5,000	5,000	5,000
6212	**MOTOR FUELS/OILS**	21,000	22,000	16,000	16,000	16,000	16,000
	Total	21,000	22,000	16,000	16,000	16,000	16,000
6213	**FERTILIZER**	12,000	12,000	14,000	11,000	13,000	13,000
	Total	12,000	12,000	14,000	11,000	13,000	13,000
6214	**CHEMICALS**	12,500	17,500	18,000	20,000	22,000	22,000
	Total	12,500	17,500	18,000	20,000	22,000	22,000
6215	**EQUIPMENT - PARTS**						
	Mowers,Irrigation, Tractors	19,000	20,000	20,000	26,000	26,000	26,000
	Total	19,000	20,000	20,000	26,000	26,000	26,000
6216	**EQUIPMENT - TIRES/BATTERIES**	800	1,000	2,000	2,000	2,000	2,000
	Total	800	1,000	2,000	2,000	2,000	2,000
6229	**GENERAL SUPPLIES**						
	Operations	16,500	17,500	17,000	24,000	20,000	20,000
	Misc	1,500	1,500	2,000	2,000	2,000	2,000
	Grass Seed, Sod	13,000	13,000	13,000	12,000	12,000	12,000
	Total	31,000	32,000	32,000	38,000	34,000	34,000
6235	**CONSULTANT SERVICES**						
	Liquor Operations - Training	500	500	500	250	500	500
	Total	500	500	500	250	500	500
6237	**TELEPHONE/PAGERS**						
	Clubhouse, Maintenance	8,000	8,000	10,000	12,000	12,000	12,000
	Total	8,000	8,000	10,000	12,000	12,000	12,000
6239	**PRINTING/PUBLISHING**						
	Promotion Flyers	3,000	3,000	5,000	6,000	8,000	8,000
	Total	3,000	3,000	5,000	6,000	8,000	8,000

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 61: GOLF - 5105

COMPANY 5100: GOLF FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
6240	**C. SERVICE/GARBAGE REMOVAL**	2,100	3,000	4,000	4,000	4,000	4,000
	Total	2,100	3,000	4,000	4,000	4,000	4,000
6249	**OTHER CONTRACTUAL SERVICES**						
	Filters, Exterminator, Alarms Aerating (deep tine), Elevator Insp.	4,500	5,000	6,000	6,000	15,000	15,000
	Total	4,500	5,000	6,000	6,000	15,000	15,000
6255	**UTILITIES - ELECTRIC**	20,000	20,000	20,000	20,000	21,000	21,000
	Total	20,000	20,000	20,000	20,000	21,000	21,000
6257	**UTILITIES - NATURAL GAS**						
	Propane/Water/Sewer	20,000	20,000	17,000	14,000	15,000	15,000
	Total	20,000	20,000	17,000	14,000	15,000	15,000
6265	**REPAIRS - EQUIPMENT**						
	Winterize Sprinkler System	9,000	9,000	6,000	6,000	6,000	6,000
	Rebuild Various Equip	10,000	9,000	5,000	5,000	5,000	5,000
	Total	19,000	18,000	11,000	11,000	11,000	11,000
6266	**REPAIRS - BUILDINGS**	10,000	18,000	7,000	5,000	5,000	5,000
	Total	10,000	18,000	7,000	5,000	5,000	5,000
6269	**REPAIRS - OTHER**	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
6275	**SCHOOL/CONF/EXP - LOCAL**						
	Maint. Certification	500	500	500	1,000	1,500	1,500
	Total	500	500	500	1,000	1,500	1,500
6276	**SCHOOL/CONF/EXP - OTHER**						
	National Conf	1,500	-	2,000	1,350		
	Total	1,500	-	2,000	1,350	-	-
6277	**MILEAGE ALLOWANCE**	1,800	1,800	2,000	1,800	2,000	2,000
	Total	1,800	1,800	2,000	1,800	2,000	2,000
6278	**SUBSISTENCE**	300	-	400	250		
	Total	300	-	400	250	-	-
6280	**DUES & SUBSCRIPTIONS**						
	MGA/PGA	2,800	2,800	3,000	4,000	4,000	4,000
	Total	2,800	2,800	3,000	4,000	4,000	4,000
6281	**UNIFORM/CLOTHING ALLOWANCE**	3,000	2,000	3,000	3,000	5,000	5,000
	Total	3,000	2,000	3,000	3,000	5,000	5,000
6310	**RENTAL EXPENSE**						
	Chemical Toilets	2,500	3,000	3,000	3,000	3,000	3,000
	Toro 4700D Mower	13,000					
	H20 Coolers	2,000	2,000	2,000	2,000	2,000	2,000
	Greens Mowers (two)	13,940					
	Small Equipment		2,500	3,000	3,000	3,000	3,000
	Utility Vehicles (three)	12,060					
	Total	43,500	7,500	8,000	8,000	8,000	8,000

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 61: GOLF - 5105

COMPANY 5100: GOLF FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
6311	**INSURANCE**	32,000	32,000	37,000	37,000	36,000	37,000
	Total	32,000	32,000	37,000	37,000	36,000	37,000
6399	**OTHER CHARGES**						
	Golf Lessons	4,000	4,000	4,000	2,500	3,000	3,000
	Teemaster	8,000	8,000	8,000	7,500	7,500	7,500
	Interest - Inter Fund Loan (to 7016)						
	Interest - Carts						
	Total	12,000	12,000	12,000	10,000	10,500	10,500
6610	**DEPRECIATION**						
	Equipment	61,500	65,000	48,000	47,000	43,000	43,000
	Carts			32,500	30,300	45,400	45,400
	Building & Sewer Extension			80,000	81,700	81,700	81,700
	Total	61,500	65,000	160,500	159,000	170,100	170,100
7016	**Interfund Loan Interest**						
	Sewer Extension				6,465	5,815	5,815
	Club House			8,000	7,830	7,665	7,665
	Mowers				1,540	1,235	1,235
	Total	-	-	8,000	15,835	14,715	14,715
6323	**Interest on capital Lease**						
	Carts			7,500	2,920	2,360	2,360
	Total	-	-	7,500	2,920	2,360	2,360
6735	**CAPITAL OUTLAY - VEHICLES**						
	Replace #522 - 1999 Fairway Mower					50,000	50,000
	Replace #503 - 1995 Greensmower					30,000	
	Replace unit #520 - 2005 greensmower						
	Replace unit #523 - 2005 greensmower						
	Replace unit #517 - 2001 workman						
	Replace unit #526 - 2001 workman						
	Replace unit #529 - 2001 workman						
	Total	-	-	-	-	80,000	50,000
6730	**CAPITAL OUTLAY - OTHER IMP**						
	Parking Lot Overlay					100,000	100,000
	Cart path overlays						
	Total	-	-	-	-	100,000	100,000
6740	**CAPITAL OUTLAY - OTHER ITEMS**						
	Replacement of Concession Cart						
	A/V Equip (projector, laptop,tablets)					20,000	20,000
	Televisions					2,000	2,000
	Kitchen Equip (salamander)					3,000	3,000
	Banquet/Bar Furniture					12,000	12,000
	POS System (F & B, hand-helds)					4,000	4,000
	Kaivac Sanitizer Machine					5,000	5,000
	Small Sprayer Unit for Maintenance					15,000	15,000
	Total	-	-	-	-	61,000	61,000

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 61: GOLF - 5105

COMPANY 5100: GOLF FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
6322	**UNCOLLECTABLE CHECKS**						
6423	**CASH DISCOUNT**	(2,000)	(2,000)	(1,000)	(1,000)	(1,000)	(1,000)
6410	**POWER CARTS RENTAL**	17,000	17,000	3,000	3,000	3,000	3,000
6424	**FREIGHT ON RESALE MDSE**	2,000	3,000	3,000	3,000	3,000	3,000
6411	**GOLF-BAGS & UMBRELLAS**	3,000	3,000	5,000	5,000	5,000	5,000
6412	**BALLS**	11,500	14,000	14,000	13,000	13,000	13,000
6413	**CAPS/HATS/CLOTHING**	18,000	18,000	18,000	18,000	18,000	18,000
6414	**CLUBS**	14,000	16,000	12,000	13,000	13,000	13,000
6415	**GLOVES**	2,500	3,000	4,000	5,000	5,000	5,000
6416	**SHOES**	3,500	4,000	7,000	6,000	6,000	6,000
6417	**CIGARS**	1,200	2,000	2,000	2,000	2,000	2,000
6419	**BEER**	19,000	22,000	25,000	25,000	30,000	30,000
6420	**FOOD**	20,000	21,000	25,000	25,000	30,000	30,000
6421	**NON-ALCOHOLIC BEVERAGES**	17,000	16,000	18,000	17,000	20,000	20,000
6422	**KITCHEN SUPPLIES**	3,000	4,000	7,000	9,000	6,000	6,000
6425	**VISA COSTS**	15,000	16,000	17,000	17,000	17,000	17,000
6426	**HANDICAP FEE**	4,500	8,000	1,500	2,000	2,000	2,000
6418	**PRO SHOP-OTHER**	6,000	5,000	5,000	6,000	8,000	8,000
6510	**LIQUOR**	1,200	5,000	7,000	6,000	8,000	8,000
6520	**WINE**	100	500	2,000	3,000	4,000	4,000
	Total	156,500	175,500	174,500	177,000	192,000	192,000
	Total Net of Personnel	510,800	510,600	614,900	623,405	902,675	873,675
	TOTAL EXPENSES	$ 1,037,021	$ 1,044,027	$ 1,175,971	$ 1,184,476	$ 1,514,798	$ 1,485,198

COMPANY	DEPARTMENT	BUSINESS UNIT	ACTIVITY
5200	63	5205	Sports Arena/ Indoor Skating

DESCRIPTION OF ACTIVITY

Purpose/Benefits: *Is this an activity that should be performed?*

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 Learn to Skate program which teaches 300-400 young students per year the basics of skating.

APPROPRIATELY ASSIGNED: *If so, should this unit be performing this activity? Does the activity fit the Parks and Recreation Department's mission?*

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.

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?*

There are no non-profit or private sector facilities in our area.

PERFORMANCE MEASURES/EFFECTIVENESS/EFFICIENCY: *How are inputs, outputs and outcomes measured?*

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.

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Actual 2010	Projected 2011	Projected 2012	Projected 2013	Projected 2014
Hours of Ice time rented	1,250	1,017	1,040	1,250	1,250
# of Skating Lesson Participants		311	325	329	400

Department Priority: 1

Comprehensive Plan: Key 5 – Safe, Key 6 – Play and Preserve, Key 7 – Healthy and Active, Key 8 – Accessible, Key 10 – Learning.

COMPANY	DEPARTMENT	BUSINESS UNIT	ACTIVITY
5200	63	5205	Sports Arena/ Tennis Program

DESCRIPTION OF ACTIVITY

Purpose/Benefits: *Is this an activity that should be performed?*

The sports arena converts from ice to 4 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 sport that can be played for a lifetime. We offer leagues for adult players.

APPROPRIATELY ASSIGNED: *If so, should this unit be performing this activity? Does the activity fit the Parks and Recreation Department's mission?*

Tennis is considered a lifetime sport which fits perfectly into our mission statement by producing adequate physical facilities and program opportunities.

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?*

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.

PERFORMANCE MEASURES/EFFECTIVENESS/EFFICIENCY: *How are inputs, outputs and outcomes measured?*

It is expected that well over 200 youth participants will utilize the lessons this summer.

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Actual 2010	Actual 2011	Actual 2012	Projected 2013	Projected 2014
Hours of Dry Floor Time rented	n/a	200	200	200	200

Department Priority: 2

Comprehensive Plan: Key 5 – Safe, Key 6 – Play, Key 7 – Healthy and Active, Key 8 – Accessible, Key 10 – Learning.

Regular Status
Personnel Schedule –FTE's

Position Title	Adopted 2011	Adopted 2012	Adopted 2013	Projected 2014
Arena Manager	1	1	1	1
Arena Office Supervisor	.76	.76	.76	.76
Tech Specialist	.5	.5	.5	.5
Park Maintenance II	.5	.5	.5	.5
Arena Bldg Lead Attendant			885 hrs	885 hrs
Arena Bldg Supervisor			558 hrs	558 hrs

Temporary Status
Personnel Schedule

Position Title	Adopted 2011	Adopted 2012	Adopted 2013	Projected 2014
Arena Supervisor	500 hrs	500 hrs	1040 hrs	1040 hrs
Arena Bldg Lead Super.	500 hrs	500 hrs	500 hrs	500 hrs
Skating Director			650 hrs	650 hrs
Skating Instructor I/II			750 hrs	750 hrs
Arena Attendant			1040 hrs	1040 hrs

Summary Budget Department 63 Business Unit # 5205 (Arena I)						
	2010 Actual	2011 Adopted	2011 Actual	2012 Adopted	2013 Adopted	2014 Proposed
Revenue:						
Ice Revenue	98,788	146,800	133,579	149,800	156,800	163,300
Tennis Revenue	6,894	11,000	4,137	11,000	7,000	7,000
School District Share	227,553	238,000	250,510	254,000	237,315	260,000
Sales / Concession	4,329	2,500	-	2,500	2,000	2,000
Investment earnings	(1,060)	-	-	-	-	-
Federal Grant	84,500	-	-	-	-	-
Other	29,662	12,000	21,093	12,000	12,000	12,000
	450,666	410,300	409,319	429,300	415,115	444,300
Expenditures:						
Salaries & Wages	227,784	246,365	234,404	255,682	258,370	263,875
Emp. Benefits	50,504	64,691	54,103	66,754	75,601	58,089
Supplies	20,744	17,200	17,526	17,200	20,500	22,500
Contractual Serv.	43,805	40,500	37,017	44,500	45,500	45,740
Utilities	66,148	84,500	64,881	74,500	74,500	74,500
Repairs & Maint.	6,699	17,500	5,094	17,500	19,000	19,000
Training/Travel/Dues	1,616	5,100	2,402	5,100	2,600	2,600
Other Exp.	11,181	12,400	11,055	12,400	5,000	5,890
Depreciation	45,151	45,000	80,557	49,500	47,500	58,300
Total Exp	473,632	533,256	507,039	543,136	548,571	550,494
Net Income (loss)	(22,966)	(122,956)	(97,720)	(113,836)	(133,456)	(106,194)
Change in Cash:						
Less: Capital outlay	(80,000)	(124,090)	(33,500)	(24,752)	(38,000)	(65,000)
Add: Depreciation	45,151	45,000	80,557	49,500	49,500	58,300
Net (decrease) in Cash	(57,815)	(202,046)	(50,663)	(89,088)	(121,956)	(112,894)

2014 CAPITAL OUTLAY

Ice Resurfacer (50% share with school) **$65,000**

City of Apple Valley
Budget Summary
2014 Budget
ARENA I

Object Account	2011 Actual	2012 Council Adopted Amended Budget	2012 Actual	2013 Council Adopted Original Budget	06/30/13 YTD Actual	2014 Dept Proposed	2014 Admin Recomm
6110 - SALARY-REGULAR EMPLOYEES	139,870	152,558	167,485	155,838	70,735	160,678	160,678
6111 - SALARY PART-TIME	43,469	58,635	44,118	46,635	24,189	58,949	58,949
6112 - SALARY-SEASONAL TEMP	48,210	39,300	45,402	48,500	23,471	31,671	31,671
6113 - OVERTIME-REGULAR EMPLOYEES	6,921	750	6,281	2,100	4,347	7,500	7,500
6114 - OVERTIME PART-TIME EMPLOYEES	331		199		0		
6118 - VACATION PAY	-4,143		1,630		0		
6121 - INSURANCE CASH BENEFIT	0		495		405		
6122 - COMP REQUEST	-255		-627		0		
6123 - SALARY-OTHER		4,439		5,297		5,077	5,077
6124 - OVERTIME-SEASONAL TEMP	0		0		74		
6105 - SALARIES AND WAGES	**234,404**	**255,682**	**264,983**	**258,370**	**123,222**	**263,875**	**263,875**
6138 - MEDICARE	2,933	3,702	3,286	4,033	1,705	3,728	3,728
6139 - FICA	12,539	15,929	14,049	17,244	7,291	15,942	15,942
6141 - PENSIONS-PERA	12,724	16,865	13,901	17,315	7,257	16,299	16,299
6142 - WORKERS COMPENSATION	4,582	4,926	4,265	4,148	1,609	3,945	3,945
6143 - UNEMPLOYMENT COMPENSATION	361		74		99		
6144 - LONG-TERM DISABILITY INSURANCE	305	372	298	461	152	475	475
6145 - MEDICAL INSURANCE	19,167	24,960	17,784	32,400	8,588	17,700	17,700
6146 - DENTAL INSURANCE	1,474		1,591		791		
6147 - LIFE INSURANCE-BASIC	18		18		8		
6148 - LIFE INSURANCE-SUPP/DEPEND	0		0		56		
6125 - EMPLOYEE BENEFITS	**54,103**	**66,754**	**55,265**	**75,601**	**27,556**	**58,089**	**58,089**
6100 - TOTAL PERSONNEL SERVICES	**288,508**	**322,436**	**320,249**	**333,971**	**150,778**	**321,964**	**321,964**
6210 - OFFICE SUPPLIES	1,023	500	101	500	0	500	500
6211 - SMALL TOOLS & EQUIPMENT	4,538	1,000	1,159	1,000	351	1,000	1,000
6212 - MOTOR FUELS/OILS	220	200	335	500	40	500	500
6214 - CHEMICALS	0	2,000	7,258	5,000	0	5,000	5,000
6215 - EQUIPMENT-PARTS	791	2,500	132	2,500	932	2,500	2,500
6229 - GENERAL SUPPLIES	10,954	11,000	8,051	11,000	3,603	13,000	13,000
6205 - SUPPLIES	**17,526**	**17,200**	**17,037**	**20,500**	**4,925**	**22,500**	**22,500**
6237 - TELEPHONE/PAGERS	3,440	3,500	3,472	3,500	1,738	3,500	3,500
6239 - PRINTING	984	1,200	863	1,200	265	1,440	1,440
6240 - CLEANING SERVICE/GARBAGE	31,726	39,000	30,078	40,000	0	40,000	40,000
6249 - OTHER CONTRACTUAL SERVICES	868	800	1,126	800	0	800	800
6230 - CONTRACTUAL SERVICES	**37,017**	**44,500**	**35,539**	**45,500**	**2,003**	**45,740**	**45,740**
6255 - UTILITIES-ELECTRIC	28,151	31,500	29,701	31,500	15,554	31,500	31,500
6256 - UTILITIES-NATURAL GAS	17,458	24,000	13,052	24,000	10,254	24,000	24,000
6257 - UTILITIES-PROPANE/WATER/SEWER	19,272	19,000	23,896	19,000	2,049	19,000	19,000
6250 - UTILITIES	**64,881**	**74,500**	**66,649**	**74,500**	**27,857**	**74,500**	**74,500**
6265 - REPAIRS-EQUIPMENT	1,905	5,500	2,819	7,000	1,161	7,000	7,000
6266 - REPAIRS-BUILDING	3,189	12,000	3,874	12,000	3,693	12,000	12,000
6260 - REPAIRS AND MAINTENA	**5,094**	**17,500**	**6,693**	**19,000**	**4,854**	**19,000**	**19,000**
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	0	600	0	600	15	600	600
6276 - SCHOOLS/CONFERENCES/EXP OTHER	699	2,000	716	0	0	0	0
6277 - MILEAGE/AUTO ALLOWANCE	44	500	0	500	0	500	500
6278 - SUBSISTENCE ALLOWANCE	50		50		0		
6279 - EDUCATION ASSISTANCE		500		0		0	0
6280 - DUES & SUBSCRIPTIONS	540	500	565	500	550	500	500
6281 - UNIFORM/CLOTHING ALLOWANCE	1,069	1,000	885	1,000	444	1,000	1,000
6270 - TRAINING/TRAVEL/DUES	**2,402**	**5,100**	**2,217**	**2,600**	**1,009**	**2,600**	**2,600**
6200 - TOTAL OPERATING COSTS	**126,920**	**158,800**	**128,134**	**162,100**	**40,649**	**164,340**	**164,340**
6310 - RENTAL EXPENSE	0	1,000	0	0	0	0	0
6311 - INSURANCE-PROPERTY/LIABILITY	9,300	9,300	9,300	2,400	1,200	2,500	2,500
6333 - GENERAL-CASH DISCOUNTS	-526		-92		-198		
6351 - VISA/BANK CHARGES					467	500	500
6399 - OTHER CHARGES	2,279	2,100	2,796	2,100	1,278	2,890	2,890
6301 - OTHER EXPENDITURES	**11,053**	**12,400**	**12,004**	**4,500**	**2,748**	**5,890**	**5,890**
6300 - TOTAL OTHER EXPENDITURES	**11,053**	**12,400**	**12,004**	**4,500**	**2,748**	**5,890**	**5,890**
6425 - VISA/BANK CHARGES	2		720	500	0	0	0
6401 - VISA /BANK CHARGES	**2**		**720**	**500**	**0**	**0**	**0**
6400 - TOTAL VISA /BANK CHARGES	**2**		**720**	**500**	**0**	**0**	**0**
6540 - TAXABLE MISC FOR RESALE	0		517		0		
6501 - TAXABLE/NON-TAXABLE MISC RESAL	**0**		**517**		**0**		
6610 - DEPRECIATION	80,557	49,500	50,091	47,500	26,981	58,300	58,300
6600 - TOTAL DEPRECIATION	**80,557**	**49,500**	**50,091**	**47,500**	**26,981**	**58,300**	**58,300**
6740 - CAPITAL OUTLAY-MACH/EQ/OTHER	-98	38,000	0	0	0	65,000	65,000
6700 - TOTAL CAPITAL OUTLAY	**-98**	**38,000**	**0**	**0**	**0**	**65,000**	**65,000**
6001 - EXPENDITURES	**506,942**	**581,136**	**511,714**	**548,571**	**221,155**	**615,494**	**615,494**

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 63: ARENA 1 - 5205

COMPANY 5200: ARENA FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
	SALARIES						
6110	Regular Employees	150,459	152,558	155,838	155,838	160,678	160,678
6111	Salary - Parttime	53,192	58,635	46,635	46,635	58,949	58,949
6112	Salary - Seasonal Temp	39,300	39,300	48,500	48,500	31,671	31,671
6113	Overtime - Regular	750	750	2,100	2,100	7,500	7,500
6123	Salaries - Other	2,664	4,439	5,297	5,297	5,077	5,077
6138	Medicare	3,572	3,702	4,033	4,033	3,728	3,728
6139	FICA	15,275	15,929	17,244	17,244	15,942	15,942
6141	Pension - PERA	14,984	16,865	17,315	17,315	16,299	16,299
6142	Worker's Compensation	5,534	4,926	4,148	4,148	3,945	3,945
6144	Long-term Disability Insurance	366	372	461	461	475	475
6145	Hospital & Life Insurance	24,960	24,960	32,400	32,400	17,700	17,700
	Total	311,056	322,436	333,970	333,970	321,964	321,964
6210	**OFFICE SUPPLIES**						
		500	500	500	500	500	500
	Total	500	500	500	500	500	500
6211	**SMALL TOOL & EQUIPMENT**						
	Miscellaneous Equipment and Tools	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
6212	**MOTOR FUELS/OILS**						
	Propane	200	200	500	500	500	500
	Total	200	200	500	500	500	500
6214	**CHEMICALS**						
	Freon for Compressors	2,000	2,000	5,000	5,000	5,000	5,000
	Total	2,000	2,000	5,000	5,000	5,000	5,000
6215	**EQUIPMENT - PARTS**						
	Resurfacers	2,500	2,500	2,500	2,500	2,500	2,500
	Compressors						
	Total	2,500	2,500	2,500	2,500	2,500	2,500
6229	**GENERAL SUPPLIES**						
		11,000	11,000	11,000	11,000	11,000	11,000
	POS System					2,000	2,000
	Total	11,000	11,000	11,000	11,000	13,000	13,000
6237	**TELEPHONE**						
	Phone	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
6239	**PRINTING/PUBLISHING**						
	Ticket Printing, News Ads	1,200	1,200	1,200	1,200	1,200	1,200
	Copier annual maintenance fee					240	240
	Total	1,200	1,200	1,200	1,200	1,440	1,440
6240	**C. SERVICE/GARBAGE REMOVAL**						
	Janitor - Furnished by School Dist	35,000	39,000	40,000	40,000	40,000	40,000
	Total	35,000	39,000	40,000	40,000	40,000	40,000
6249	**OTHER CONTRACTUAL SERVICES**						
	Misc Contractual	500	500	500	500	500	500
	ASCAP	300	300	300	300	300	300
	Total	800	800	800	800	800	800

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 63: ARENA 1 - 5205

COMPANY 5200: ARENA FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
6255	**UTILITIES - ELECTRIC**						
	Electric	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
6256	**UTILITIES - NATURAL GAS**						
	Natural Gas	34,000	24,000	24,000	24,000	24,000	24,000
	Total	34,000	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
	Total	19,000	19,000	19,000	19,000	19,000	19,000
6265	**REPAIRS - EQUIPMENT**						
	Misc Repairs	5,500	5,500	7,000	7,000	7,000	7,000
	Total	5,500	5,500	7,000	7,000	7,000	7,000
6266	**REPAIRS - BUILDINGS**						
	Misc Repairs	12,000	12,000	12,000	12,000	12,000	12,000
	Total	12,000	12,000	12,000	12,000	12,000	12,000
6275	**SCHOOL/CONF/EXP - LOCAL**						
	MN Ice Arena Managers Conf	600	600	600	600	600	600
	Total	600	600	600	600	600	600
6276	**SCHOOL/CONF/EXP - OTHER**						
	National Conference	2,000	2,000				
	Total	2,000	2,000	-	-	-	-
6277	**MILEAGE ALLOWANCE**						
	Misc Mileage	500	500	500	500	500	500
	Total	500	500	500	500	500	500
6279	**EDUCATION ASSISTANCE**						
	Tuition Rembusement	500	500				
	Total	500	500	-	-	-	-
6280	**DUES & SUBSCRIPTIONS**						
	ISIA & Managers Assoc.	500	500	500	500	500	500
	Total	500	500	500	500	500	500
6281	**UNIFORM/CLOTHING ALLOWANCE**						
	Employee ID Jackets, etc.	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
6310	**RENTAL EXPENSE**						
	Copier (City owned in 2013)	1,000	1,000	-	-		
	Total	1,000	1,000	-	-	-	-
6311	**INSURANCE**						
	General Liability	9,300	9,300	2,400	2,400	2,500	2,500
	Total	9,300	9,300	2,400	2,400	2,500	2,500
6399	**OTHER CHARGES**						
	LOGIS	2,100	2,100	2,100	2,100	2,890	2,890
	Total	2,100	2,100	2,100	2,100	2,890	2,890
6610	**DEPRECIATION**						
		45,000	49,500	47,500	54,410	58,300	58,300
	Total	45,000	49,500	47,500	54,410	58,300	58,300

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 63: ARENA 1 - 5205

COMPANY 5200: ARENA FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
6425	**VISA/BANK CHARGES**						
				500	500	500	500
	Total	-	-	500	500	500	500
6740	**CAPITAL OUTLAY - OTHER ITEMS**						
	Replace Ice Resurfacer					130,000	130,000
	Less: School District Share					(65,000)	(65,000)
	Replace Locker Room Flooring	27,500					
	Replace Music/Public Address System	6,000					
	Replace Lobby/Restroom Flooring		38,000				
	Total	33,500	38,000	-	-	65,000	65,000
	Total Net of Personnel	255,700	258,700	214,600	221,510	293,530	293,530
	TOTAL EXPENSES	$ 566,756	$ 581,136	$ 548,571	$ 555,481	$ 615,494	$ 615,494

COMPANY	DEPARTMENT	BUSINESS UNIT	ACTIVITY
5200	64	5260	Hayes Park Arena Skating

DESCRIPTION OF ACTIVITY

Purpose/Benefits: *Is this an activity that should be performed?*

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.

APPROPRIATELY ASSIGNED: *If so, should this unit be performing this activity? Does the activity fit the Parks and Recreation Department's mission?*

The arena fulfills the needs of the Parks and Recreation mission statement by providing a facility that promotes physical and mental development for both youth and adults.

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?*

There is no competition in the private sector.

PERFORMANCE MEASURES/EFFECTIVENESS/EFFICIENCY: *How are inputs, outputs and outcomes measured?*

Performance can be measured by the number of ice hours sold to our hockey associations. At this time, usage remains stable and is at near capacity.

Department Priority: 2

Comprehensive Plan: Key 5 – Safe, Key 6 – Play and Preserve, Key 7 – Healthy and Active, Key 8 – Accessible, Key 10 – Learning.

COMPANY	DEPARTMENT	BUSINESS UNIT	ACTIVITY
5200	64	5260	Hayes Park Arena/Summer Dry Floor

DESCRIPTION OF ACTIVITY

PURPOSE/BENEFITS: *Is this an activity that should be performed?*
During the spring and summer months 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.

APPROPRIATELY ASSIGNED: *If so, should this unit be performing this activity? Does the activity fit the Parks and Recreation Department's mission?*
The dry floor activities are a fine example of the many uses that the indoor facility provides. Although the Hayes Park Arena was designed for ice skating the turf allows other groups to benefit from this fine facility.

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?*
There is no other indoor facility in Apple Valley that provides indoor turf.

IMPACT MEASURES / PERFORMANCE INDICATORS

Performance Measures/Effectiveness/Efficiency: *How are inputs, outputs and outcomes measured?*
Performance can be measured by the number of rentals that utilize the turf each season. This past season it was particularly high due to the cold, wet spring.

Department Priority: 2

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

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Actual 2010	Projected 2011	Projected 2012	Projected 2013	Projected 2014
Hours Ice Time Rented	1017	1065	1100	1,200	1,200
Hours Dry Floor Time Rented	366	311	325	325	325

Regular Status Personnel Schedule –FTE's

Position Title	Adopted 2011	Adopted 2012	Adopted 2013	Projected 2014
Building Manager	.76	.76	.76	.76
Tech Specialist	-	-	-	.25
Park Maintenance Foreman	.50	.50	.50	.25
Arena Bldg Lead Superv.	.50	.50	.50	.50

Temporary Status Personnel Schedule

Position Title	Adopted 2011	Adopted 2012	Adopted 2013	Projected 2014
Lead Attendant	①	①	①	1,440
Building Supervisor	①	①	①	500
Arena Bldg Lead Superv.	1,040	1,040	1,040	1,000

① *Note: Not budgeted by position in prior years*

Summary Budget
Department 64 Business Unit # 5260 Hayes Arena II

	2010 Adopted	2010 Actual	2011 Adopted	2011 Actual	2012 Adopted	2013 Adopted	2014 Proposed
Revenue:							
Ice Revenue	211,200	212,835	215,500	208,596	218,500	229,000	290,000
Soccer Revenue	28,000	467	28,000	33,001	28,000	26,000	26,000
Skate Park Rev.	1,000	-	1,000	-	-	-	-
Sales / Concession	3,500	1,274	1,500	1,259	1,500	1,000	2,000
Other	2,000	24,596	2,000	1,830	2,000	2,000	2,000
	245,700	239,172	248,000	244,686	250,000	258,000	320,000
Expenditures:							
Salaries & Wages	72,844	79,659	67,632	80,636	80,047	83,647	92,111
Emp. Benefits	18,839	10,361	17,666	10,656	19,002	9,573	14,706
Supplies	10,600	10,646	12,600	9,552	12,600	12,600	15,850
Contractual Serv.	4,500	5,426	6,200	4,950	6,200	6,200	5,200
Utilities	68,000	52,617	63,500	56,327	63,500	60,500	60,500
Repairs & Maint.	11,000	5,726	18,000	13,199	18,000	15,000	15,000
Training/Travel/Dues	1,500	35	700	-	1,000	-	-
Other Exp.	10,500	9,907	9,800	9,298	9,800	9,200	9,300
Items for Resale	-	753	-	924	-	-	-
Bond Principal							
Depreciation	77,000	83,518	85,000	86,621	83,500	83,500	90,200
Debt Service - Interest	24,000	24,903	31,000	20,886	17,000	10,600	5,250
Total Exp	298,783	283,551	312,098	293,049	310,649	290,820	308,117
Operating Income(loss)	(53,083)	(44,379)	(64,098)	(48,363)	(60,649)	(32,820)	11,883
Other Income (Expense):							
Property Tax Levy	125,000	125,000	120,000	120,000	120,000	121,000	121,000
Net Income (Loss)	71,917	80,621	55,902	71,637	59,351	88,180	132,883
Change in Cash:							
Add Depreciation:	77,000	83,518	85,000	86,621	83,500	83,500	90,200
Less:							
Capital Outlay	(14,000)	-	-	-	(7,000)	(14,000)	-
Principal portion of Debt	(100,000)	(100,000)	(100,000)	(100,000)	(100,000)	(110,000)	(115,000)
Net Increase (decr.) in Cash	34,917	64,139	40,902	58,258	35,851	47,680	108,083

2014 CAPITAL OUTLAY

None

City of Apple Valley
Budget Summary
2014 Budget
ARENA II

Object Account	2011 Actual	2012 Council Adopted Amended Budget	2012 Actual	2013 Council Adopted Original Budget	06/30/13 YTD Actual	2014 Dept Proposed	2014 Admin Recomm
6110 - SALARY-REGULAR EMPLOYEES	22,583	28,610	16,508	29,338	10,734	41,818	41,818
6111 - SALARY PART-TIME	47,125	37,463	31,761	40,610	14,458	34,790	34,790
6112 - SALARY-SEASONAL TEMP	6,437	11,000	3,940	11,000	2,466	12,030	12,030
6113 - OVERTIME-REGULAR EMPLOYEES	2,400		2,790		1,276		
6114 - OVERTIME PART-TIME EMPLOYEES	2,091	1,700	453	1,700	0	1,700	1,700
6123 - SALARY-OTHER	0	1,274	0	999	0	1,773	1,773
6105 - SALARIES AND WAGES	**80,636**	**80,047**	**55,451**	**83,647**	**28,933**	**92,111**	**92,111**
6138 - MEDICARE	840	1,161	659	923	413	1,336	1,336
6139 - FICA	3,591	4,963	2,817	3,946	1,767	5,711	5,711
6141 - PENSIONS-PERA	4,079	4,880	3,291	3,694	2,034	5,788	5,788
6142 - WORKERS COMPENSATION	2,147	1,673	1,351	923	435	1,871	1,871
6144 - LONG-TERM DISABILITY INSURANCE		85		87		0	0
6145 - MEDICAL INSURANCE		6,240	251	0	0	0	0
6125 - EMPLOYEE BENEFITS	**10,656**	**19,002**	**8,369**	**9,573**	**4,650**	**14,706**	**14,706**
6100 - TOTAL PERSONNEL SERVICES	**91,293**	**99,049**	**63,820**	**93,220**	**33,583**	**106,817**	**106,817**
6211 - SMALL TOOLS & EQUIPMENT	1,021	2,000	395	2,000	240	2,000	2,000
6212 - MOTOR FUELS/OILS	72	100	78	100	0	100	100
6214 - CHEMICALS		1,000		1,000		1,000	1,000
6215 - EQUIPMENT-PARTS	338	1,500	434	1,500	30	1,500	1,500
6216 - VEHICLES-TIRES/BATTERIES	0		397		0		
6229 - GENERAL SUPPLIES	8,121	8,000	6,714	8,000	3,788	11,250	11,250
6205 - SUPPLIES	**9,552**	**12,600**	**8,018**	**12,600**	**4,058**	**15,850**	**15,850**
6237 - TELEPHONE/PAGERS	2,553	3,800	2,490	3,800	1,256	2,800	2,800
6239 - PRINTING	73	400	0	400	0	400	400
6240 - CLEANING SERVICE/GARBAGE	1,900	1,500	1,900	1,500	950	1,500	1,500
6249 - OTHER CONTRACTUAL SERVICES	424	500	193	500	284	500	500
6230 - CONTRACTUAL SERVICES	**4,950**	**6,200**	**4,582**	**6,200**	**2,490**	**5,200**	**5,200**
6255 - UTILITIES-ELECTRIC	35,402	36,000	37,994	36,000	16,624	36,000	36,000
6256 - UTILITIES-NATURAL GAS	19,198	25,000	14,382	22,000	8,576	22,000	22,000
6257 - UTILITIES-PROPANE/WATER/SEWER	1,727	2,500	2,096	2,500	920	2,500	2,500
6250 - UTILITIES	**56,327**	**63,500**	**54,473**	**60,500**	**26,120**	**60,500**	**60,500**
6265 - REPAIRS-EQUIPMENT	2,509	7,000	908	4,000	411	4,000	4,000
6266 - REPAIRS-BUILDING	10,689	11,000	12,972	11,000	325	11,000	11,000
6260 - REPAIRS AND MAINTENA	**13,199**	**18,000**	**13,881**	**15,000**	**736**	**15,000**	**15,000**
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	0	200	0	0	0	0	0
6277 - MILEAGE/AUTO ALLOWANCE		300		0		0	0
6280 - DUES & SUBSCRIPTIONS	0	0	0	0	0	0	0
6281 - UNIFORM/CLOTHING ALLOWANCE	0	500	0	0	0	0	0
6270 - TRAINING/TRAVEL/DUES	**0**	**1,000**	**0**	**0**	**0**	**0**	**0**
6200 - TOTAL OPERATING COSTS	**84,028**	**101,300**	**80,954**	**94,300**	**33,404**	**96,550**	**96,550**
6310 - RENTAL EXPENSE		500		0		0	0
6311 - INSURANCE-PROPERTY/LIABILITY	9,300	9,300	9,300	9,200	4,600	9,300	9,300
6333 - GENERAL-CASH DISCOUNTS	-32		-116		-14		
6399 - OTHER CHARGES	30		30		0		
6301 - OTHER EXPENDITURES	**9,298**	**9,800**	**9,214**	**9,200**	**4,586**	**9,300**	**9,300**
6300 - TOTAL OTHER EXPENDITURES	**9,298**	**9,800**	**9,214**	**9,200**	**4,586**	**9,300**	**9,300**
6540 - TAXABLE MISC FOR RESALE	924		223		621		
6501 - TAXABLE/NON-TAXABLE MISC RESAL	**924**		**223**		**621**		
6610 - DEPRECIATION	86,621	83,500	87,125	83,500	45,457	90,200	90,200
6601 - TOTAL DEPRECIATION	**86,621**	**83,500**	**87,125**	**83,500**	**45,457**	**90,200**	**90,200**
6740 - CAPITAL OUTLAY-MACH/EQ/OTHER	0	7,000	0	14,000	0	0	0
6701 - TOTAL CAPITAL OUTLAY	**0**	**7,000**	**0**	**14,000**	**0**	**0**	**0**
6910 - BOND PRINCIPAL	0	100,000	0	110,000	0	115,000	115,000
6901 - TOTAL DEBT SERVICE	**0**	**100,000**	**0**	**110,000**	**0**	**115,000**	**115,000**
7015 - DEBT SERVICE-INTEREST	20,886	17,000	14,815	10,600	5,290	5,250	5,250
7001 - TOTAL INTEREST AND FISCAL FEES	**20,886**	**17,000**	**14,815**	**10,600**	**5,290**	**5,250**	**5,250**
6001 - EXPENDITURES	293,049	417,649	256,151	414,820	122,940	423,117	423,117

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 64: ARENA II - 5260

COMPANY: ARENA 5200

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
	SALARIES						
6110	Regular Employees	28,330	28,610	29,338	29,338	41,818	41,818
6111	Salary-Parttime	36,926	37,463	40,610	40,610	34,790	34,790
6112	Salary-Seasonal Temp		11,000	11,000	11,000	12,030	12,030
6114	Overtime - Temp	1,700	1,700	1,700	1,700	1,700	1,700
6123	Salaries - Other	676	1,274	999	999	1,773	1,773
6138	Medicare	981	1,161	923	923	1,336	1,336
6139	FICA	4,193	4,963	3,946	3,946	5,711	5,711
6141	Pension - PERA	4,779	4,880	3,694	3,694	5,788	5,788
6142	Worker's Compensation	1,390	1,673	923	923	1,871	1,871
6144	Long-term Disability Insurance	83	85	87	87	-	-
6145	Hospital & Life Insurance	6,240	6,240	-	-	-	-
	Total	85,298	99,049	93,220	93,220	106,817	106,817
6211	**SMALL TOOL & EQUIPMENT**	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
6212	**MOTOR FUELS/OILS**						
	Propane	100	100	100	100	100	100
	Total	100	100	100	100	100	100
6214	**CHEMICALS**						
	Freon for Compressors	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
6215	**EQUIPMENT - PARTS**						
	Miscellaneous	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
6229	**GENERAL SUPPLIES**	9,000	8,000	8,000	8,000	8,000	8,000
	POS System					2,250	2,250
	Computer					1,000	1,000
	Total	9,000	8,000	8,000	8,000	11,250	11,250
6237	**TELEPHONE**						
	Phone	3,800	3,800	3,800	3,800	2,800	2,800
	Total	3,800	3,800	3,800	3,800	2,800	2,800
6239	**PRINTING/PUBLISHING**						
	Ticket Printing, News Ads	400	400	400	400	400	400
	Total	400	400	400	400	400	400
6240	**C. SERVICE/GARBAGE REMOVAL**	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
6249	**OTHER CONTRACTUAL SERVICES**						
	Miscellaneous	500	500	500	500	500	500
	Total	500	500	500	500	500	500
6255	**UTILITIES - ELECTRIC**	37,000	36,000	36,000	36,000	* 36,000	* 36,000
	Total	37,000	36,000	36,000	36,000	36,000	36,000

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 64: ARENA II - 5260

COMPANY: ARENA 5200

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
6256	**UTILITIES - NATURAL GAS**	25,000	25,000	22,000	22,000	22,000 *	22,000 *
	Total	25,000	25,000	22,000	22,000	22,000	22,000
6257	**UTILITIES - OTHER**						
	Water and Sewer	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
6265	**REPAIRS - EQUIPMENT**						
		5,000	7,000	4,000	4,000	4,000	4,000
	Repair Sound System	2,000					
	Total	7,000	7,000	4,000	4,000	4,000	4,000
6266	**REPAIRS - BUILDINGS**	11,000	11,000	11,000	11,000	11,000 *	11,000 *
	Total	11,000	11,000	11,000	11,000	11,000	11,000
6275	**SCHOOL/CONF/EXP - LOCAL**						
	MN Ice Arena Managers Conf	200	200	-			
	Total	200	200	-	-	-	-
6277	**MILEAGE ALLOWANCE**		300	-			
	Total	-	300	-	-	-	-
6280	**DUES & SUBSCRIPTIONS**						
	ISIA, ASCAP & Managers Assoc.			-			
	Total	-	-	-	-	-	-
6281	**UNIFORM/CLOTHING ALLOWANCE**						
	Employee ID Jackets, etc.	500	500	-			
	Total	500	500	-	-	-	-
6310	**RENTAL EXPENSE**						
	Various Equipment	500	500	-			
	Total	500	500	-	-	-	-
6311	**INSURANCE**						
	General Liability	9,300	9,300	9,200	9,200	9,300	9,300
	Total	9,300	9,300	9,200	9,200	9,300	9,300
6323	**INTEREST EXPENSES**						
		31,000	17,000	10,600	10,600	5,250	5,250
	Total	31,000	17,000	10,600	10,600	5,250	5,250
6610	**DEPRECIATION**	85,000	83,500	83,500	90,405	90,200	90,200
	Total	85,000	83,500	83,500	90,405	90,200	90,200
6740	**CAPITAL OUTLAY - OTHER ITEMS**						
	Replace Auto Floor Scrubber		7,000				
	Replace Fire Alarm System			6,000	6,000		
	Scoreboard			8,000	8,000		
	Total	-	7,000	14,000	14,000	-	-
6910	**BOND PRINCIPAL**						
	(2014 is final payment)	100,000	100,000	110,000	110,000	115,000	115,000
	Total	100,000	100,000	110,000	110,000	115,000	115,000
	Total Net of Personnel	328,800	318,600	321,600	328,505	316,300	316,300
	TOTAL EXPENSES	$ 414,098	$ 417,649	$ 414,820	$ 421,725	$ 423,117	$ 423,117

Apple Valley

Notes:

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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 13 million gallons per day. Treated water is then pumped into the water distribution system consisting of 240 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 2,182 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 Supervisory Control and Data Acquisition computer system and facility security systems

MAJOR OBJECTIVES FOR 2014

The capacity of the City's water supply system has significant influence on the City's capacity for future economic development. In 2013 the Apple Valley Public Works Department began construction for a major expansion of the water treatment plant. The project has an anticipated completion date of June 2014. The expanded facility will provide capacity to serve future economic development within Apple Valley through the year 2030.

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Actual 2010	Actual 2011	Actual 2012	Projected 2013	Projected 2014
Number of Gallons Supplied (in billions of gallons)*	2.12	2.27	2.46	2.57	2.6
Water Main Leaks/Breaks	12	16	10	14	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 2011	Adopted 2012	Adopted 2013	Proposed 2014
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	1	1
Technical Specialist	2	2	2	2
Maintenance II	4	4	4	4
		Temporary Status Personnel Schedule		
Position Title	Adopted 2011	Adopted 2012	Proposed 2013	Proposed 2014
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 2013 *(Estimated)*		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	-	-	150,000	100,000	150,000	100,000
2014	-	-	160,000	79,000	160,000	79,000
2015	-	-	165,000	78,000	165,000	78,000
2016	-	-	165,000	77,000	165,000	77,000
2017	-	-	170,000	76,000	170,000	76,000
2018	-	-	175,000	74,000	175,000	74,000
2019	-	-	180,000	72,000	180,000	72,000
2020	-	-	185,000	69,000	185,000	69,000
2021	-	-	190,000	66,000	190,000	66,000
2022	-	-	195,000	63,000	195,000	63,000
2023	-	-	200,000	59,000	200,000	59,000
2024	-	-	205,000	55,000	205,000	55,000
2025	-	-	210,000	50,000	210,000	50,000

Summary Budget Department Water Operation						
	2010 Actual	2011 Actual	2012 Adopted	2012 Actual	2013 Adopted	2014 Proposed
Revenue:						
Utility Charges	3,928,713	3,959,244	4,255,000	4,551,645	4,372,000	4,495,000
Investment Earnings	105,158	254,265	144,000	108,328	106,000	110,000
Shared Rev w/Sewer		118,867	75,000	42,525	75,000	75,000
Assessment				43,692		
Transfers in				25,299		
Other Revenue	-	29,871	-	32,984	-	
Total	4,033,871	4,362,247	4,474,000	4,804,473	4,553,000	4,680,000
Expenditures:						
Salaries & Wages	580,154	607,215	639,258	632,026	667,004	680,992
Emp. Benefits	214,378	222,791	237,101	223,980	243,429	235,623
Supplies	148,041	178,391	189,179	204,145	183,365	199,600
Contractual Serv.	199,608	163,602	691,240	178,748	170,925	172,110
Utilities	315,057	324,773	380,100	371,197	383,200	385,205
Repairs & Maint.	271,082	200,351	398,500	135,460	194,155	212,160
Training/Travel/Dues	18,807	13,084	13,005	11,547	14,005	13,935
Other Exp.	193,274	197,621	200,400	268,533	202,425	203,010
Tax/Non-Tax Resale	15,859	2,963	25,000	(7)	23,000	10,000
Depreciation	925,407	976,588	966,000	966,243	960,000	1,098,000
VISA / MC charges		-	15,000	10,569	10,000	10,000
Debt Service - Interest	12,495	-	4,500		100,000	427,800
Transfers / admin fee G/F	647,290		485,000	485,000	485,000	485,000
Transfers to other funds			-	436,076	-	
Cap. outlay - Non capitalized	(27,364)	-		3,857		
Total Exp	3,514,088	2,887,379	4,244,283	3,927,374	3,636,508	4,133,435
Net Income	519,783	1,474,868	229,717	877,099	916,492	546,565
Net change in cash						
add: Depreciation	925407	976,588	966,000	966,243	960,000	1,098,000
Debt Service - Principal	(105,000)	(120,000)	(120,000)	(120,000)	(150,000)	(333,200)
Capital Outlay	(1,192,824)	(907,800)	107,300	(2,133,166)	(9,347,400)	(10,802,300)
Bonds Issued			4,000,000	-	5,000,000	10,000,000

Capital Outlay:

Water Treatment Facility Expansion	*$16,200,000 (contract over 2 years)*
132nd Street Reconstruction	$ 590,000
Wash Longridge Reservoir	$ 6,500
2014 Gate Valve Repairs	$ 20,000
Well 8 Fiber Connection	$ 6,000
Rehab Wells 9, 15, and 19, HZP3	$ 137,800
Well No. 2 Electrical Upgrads	$ 30,000
	$ 790,300

City of Apple Valley
Budget Summary
2014 Budget
WATER OPERATIONS

Object Account	2011 Actual	2012 Council Adopted Amended Budget	2012 Actual	2013 Council Adopted Original Budget	06/30/13 YTD Actual	2014 Dept Proposed	2014 Admin Recomm
6110 - SALARY-REGULAR EMPLOYEES	572,882	574,868	591,783	589,514	299,866	605,796	605,796
6112 - SALARY-SEASONAL TEMP	20,423	15,900	23,028	15,900	4,047	14,280	14,280
6113 - OVERTIME-REGULAR EMPLOYEES	42,994	37,000	36,444	49,800	27,507	48,800	48,800
6118 - VACATION PAY	6,763		7,215		0		
6121 - INSURANCE CASH BENEFIT	3,536		4,382		2,672		
6122 - COMP REQUEST	-39,382		-30,826		-20,954		
6123 - SALARY-OTHER	0	11,490	0	11,790	0	12,116	12,116
6105 - SALARIES AND WAGES	607,215	639,258	632,026	667,004	313,139	680,992	680,992
6138 - MEDICARE	8,517	9,259	8,931	9,476	4,471	9,874	9,874
6139 - FICA	36,416	39,591	38,187	40,517	19,117	42,221	42,221
6141 - PENSIONS-PERA	42,215	45,143	43,421	46,226	22,216	48,337	48,337
6142 - WORKERS COMPENSATION	17,632	16,610	15,993	15,866	8,043	16,399	16,399
6143 - UNEMPLOYMENT COMPENSATION	2,785		1,512		2,457		
6144 - LONG-TERM DISABILITY INSURANCE	1,666	1,698	1,699	1,744	873	1,792	1,792
6145 - MEDICAL INSURANCE	99,958	124,800	99,010	129,600	56,186	117,000	117,000
6146 - DENTAL INSURANCE	8,387		9,688		5,009		
6147 - LIFE INSURANCE-BASIC	116		116		57		
6148 - LIFE INSURANCE-SUPP/DEPEND	5,100		5,425		3,124		
6125 - EMPLOYEE BENEFITS	222,791	237,101	223,980	243,429	121,551	235,623	235,623
6100 - TOTAL PERSONNEL SERVICES	830,006	876,359	856,006	910,433	434,690	916,615	916,615
6210 - OFFICE SUPPLIES	781	900	332	900	10	800	800
6211 - SMALL TOOLS & EQUIPMENT	7,451	14,300	14,642	3,970	14,167	16,420	16,420
6212 - MOTOR FUELS/OILS	34,503	31,069	22,299	32,370	11,681	34,010	34,010
6214 - CHEMICALS	48,854	62,960	50,264	64,050	13,635	62,900	62,900
6215 - EQUIPMENT-PARTS	59,765	58,500	97,210	60,105	47,071	62,225	62,225
6216 - VEHICLES-TIRES/BATTERIES	2,122	2,200	1,434	2,245	438	2,250	2,250
6229 - GENERAL SUPPLIES	24,915	19,250	17,963	19,725	10,313	20,995	20,995
6205 - SUPPLIES	178,391	189,179	204,145	183,365	97,314	199,600	199,600
6231 - LEGAL SERVICES	0		190		1,514		
6234 - CITY ENGINEER CONSULTANT SERV			4,712		0		
6235 - CONSULTANT SERVICES	66,831	256,475	29,371	45,995	100,718	48,275	48,275
6237 - TELEPHONE/PAGERS	15,919	22,970	22,326	23,405	7,566	23,810	23,810
6238 - POSTAGE/UPS/FEDEX	21,537	18,400	31,731	18,930	11,819	18,250	18,250
6239 - PRINTING	9,236	15,400	8,825	15,700	1,566	10,415	10,415
6240 - CLEANING SERVICE/GARBAGE	0	3,000	0	3,000	0	1,800	1,800
6249 - OTHER CONTRACTUAL SERVICES	50,079	569,995	81,592	63,895	22,974	69,560	69,560
6230 - CONTRACTUAL SERVICES	163,602	886,240	178,748	170,925	146,157	172,110	172,110
6255 - UTILITIES-ELECTRIC	307,337	345,000	361,266	353,000	101,692	360,000	360,000
6256 - UTILITIES-NATURAL GAS	17,232	35,000	9,817	30,000	4,690	25,000	25,000
6257 - UTILITIES-PROPANE/WATER/SEWER	204	100	115	200	0	205	205
6250 - UTILITIES	324,773	380,100	371,197	383,200	106,382	385,205	385,205
6265 - REPAIRS-EQUIPMENT	67,537	283,700	56,019	81,555	101,957	91,060	91,060
6266 - REPAIRS-BUILDING	22,244	24,500	1,147	24,975	11,634	24,500	24,500
6269 - REPAIRS-OTHER	110,569	90,300	78,294	87,625	61,086	96,600	96,600
6260 - REPAIRS AND MAINTENA	200,351	398,500	135,460	194,155	174,678	212,160	212,160
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	1,581	4,000	1,894	4,000	962	3,500	3,500
6276 - SCHOOLS/CONFERENCES/EXP OTHER	3,049	1,800	641	2,750	1,570	2,800	2,800
6277 - MILEAGE/AUTO ALLOWANCE	3,237	2,200	2,564	2,250	938	2,275	2,275
6278 - SUBSISTENCE ALLOWANCE	800	500	600	400	550	615	615
6280 - DUES & SUBSCRIPTIONS	809	1,005	1,169	1,025	604	1,095	1,095
6281 - UNIFORM/CLOTHING ALLOWANCE	3,609	3,500	4,680	3,580	1,955	3,650	3,650
6270 - TRAINING/TRAVEL/DUES	13,084	13,005	11,547	14,005	6,579	13,935	13,935
6200 - TOTAL OPERATING COSTS	880,201	1,867,024	901,097	945,650	531,111	983,010	983,010
6310 - RENTAL EXPENSE	4,129	3,000	1,494	3,025	1,318	2,900	2,900
6311 - INSURANCE-PROPERTY/LIABILITY	75,000	75,000	75,000	75,000	37,500	75,000	75,000
6333 - GENERAL-CASH DISCOUNTS	-423		-177		-216		
6349 - LATE FEES/FINANCE CHARGES			8		0		
6351 - VISA/BANK CHARGES					9,124	10,000	10,000
6399 - OTHER CHARGES	118,915	607,400	192,208	609,400	107,730	610,110	610,110
6301 - OTHER EXPENDITURES	197,621	685,400	268,533	687,425	155,457	698,010	698,010
6300 - TOTAL OTHER EXPENDITURES	197,621	685,400	268,533	687,425	155,457	698,010	698,010
6425 - VISA/BANK CHARGES	210	15,000	10,569	10,000	0	0	0
6401 - VISA /BANK CHARGES	210	15,000	10,569	10,000	0	0	0
6400 - TOTAL VISA /BANK CHARGES	210	15,000	10,569	10,000	0	0	0

City of Apple Valley
Budget Summary
2014 Budget
WATER OPERATIONS

Object Account	2011 Actual	2012 Council Adopted Amended Budget	2012 Actual	2013 Council Adopted Original Budget	06/30/13 YTD Actual	2014 Dept Proposed	2014 Admin Recomm
6540 - TAXABLE MISC FOR RESALE	5,737	25,000	-7	23,000	0	10,000	10,000
6545 - NON-TAXABLE MISC FOR RESALE	-2,774	0	0	0	-3,874	0	0
6501 - TAXABLE/NON-TAXABLE MISC RESAL	2,963	25,000	-7	23,000	-3,874	10,000	10,000
6610 - DEPRECIATION	976,588	966,000	966,243	960,000	0	1,098,000	1,098,000
6601 - TOTAL DEPRECIATION	976,588	966,000	966,243	960,000	0	1,098,000	1,098,000
6730 - CAPITAL OUTLAY-TRANSPORTATION	0	37,300	3,857	0	0	0	0
6735 - CAPITAL OUTLAY-OTHER IMPROVEME	1,919	70,000	0	9,347,400	1,103,983	802,300	802,300
6701 - TOTAL CAPITAL OUTLAY	1,919	107,300	3,857	9,347,400	1,103,983	802,300	802,300
6801 - TOTAL CONSTRUCTION COSTS	0		0		0		
6800 - TOTAL CONSTRUCTION COSTS	0		0		0		
6700 - TOTAL CAPITAL OUTLAY	1,919	107,300	3,857	9,347,400	1,103,983	802,300	802,300
6910 - BOND PRINCIPAL		120,000		150,000		333,200	333,200
6915 - DEBT SERVICE-OTHER		4,500		0		0	0
6900 - TOTAL DEBT SERVICE	0	124,500	0	150,000	0	333,200	333,200
7015 - DEBT SERVICE-INTEREST		0		100,000		427,800	427,800
7001 - TOTAL INTEREST AND FISCAL FEES		0		100,000		427,800	427,800
7110 - TRANSFER TO OTHER FUNDS	687,111		736,076		0		
7125 - ADMIN CHARGE TO OTHER FUNDS	185,000		185,000		0		
7101 - TOTAL TRANSFERS	872,111		921,076		0		
6001 - EXPENDITURES	3,761,617	4,666,583	3,927,376	13,133,908	2,221,366	5,268,935	5,268,935

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 65: WATER UTILITY OPERATIONS - 5305
Public Works Department

COMPANY 5300: WATER & SEWER FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
	SALARIES						
6110	Regular Employees	569,192	574,868	589,514	589,514	605,796	605,796
6111	Salary-Parttime	-	-	-	-	-	-
6112	Salary-Seasonal Temp	15,900	15,900	15,900	14,000	14,280	14,280
6113	Overtime - Reg	35,000	37,000	36,300	36,300	35,000	35,000
6114	Overtime - Temp	-	-	-	-	-	-
6113	Overtime - On Call Program	-	-	13,500	13,500	13,800	13,800
6123	Salaries - Other	6,201	11,490	11,790	11,790	12,116	12,116
6138	Medicare	9,081	9,259	9,476	9,476	9,874	9,874
6139	FICA	38,830	39,591	40,517	40,517	42,221	42,221
6141	Pension - PERA	44,242	45,143	46,226	46,226	48,337	48,337
6142	Worker's Compensation	18,750	16,610	15,866	15,866	16,399	16,399
6144	Long-Term Disability Insurance	1,667	1,698	1,744	1,744	1,792	1,792
6145	Hospital & Life Insurance	124,800	124,800	129,600	129,600	117,000	117,000
	Position Evaluation	-	-	-	-	-	-
	Total	863,663	876,359	910,433	908,533	916,615	916,615
6210	**OFFICE SUPPLIES**						
	General Office Supplies	800	800	800	725	750	750
	Large Printer Paper	300	100	100	50	50	50
	Total	1,100	900	900	775	800	800
6211	**SMALL TOOL & EQUIPMENT**						
	Small Tools	3,200	3,200	3,260	3,250	3,300	3,300
	Electric/Power Tools	700	700	710	710	720	720
	Handheld meter reader	900	-	-	-	-	-
	MetroTech Unit Replacement	-	-	-	-	5,200	5,200
	Windmaster Replacement	-	-	-	-	2,000	2,000
	Harness Replacement (3)	-	-	-	-	1,350	1,350
	Fluoride Scale for Day Tank	2,500	-	-	-	-	-
	Flammable Storage Cabinet - WTP	1,000	-	-	-	-	-
	Electric Jack Hammer Replacement	1,900	-	-	-	-	-
	Fisher Locator	-	900	-	-	-	-
	Portable Generator 2000 Watt	-	1,000	-	-	-	-
	MXU Handheld Replacement	-	7,000	-	-	-	-
	Plow Rack	-	1,500	-	-	-	-
	Cartegraph License			1,300	1,300	1,350	1,350
	File Storage System (As-Built Sheets)	-	-	5,000	5,000	2,500	2,500
	Chlorinator Control Replace 1 Ton Cyl	-	-	2,500	2,500	-	-
	Meter Reading Laptop Replacement	-	-	600	1,200	-	-
	Total	10,200	57,824	13,370	13,960	16,420	16,420
6212	**MOTOR FUELS/OILS**						
	Nolead Fuel	15,400	16,238	17,100	17,725	17,200	17,200
	Diesel Fuel	4,742	4,375	4,500	4,450	4,985	4,985
	Diesel Fuel Tax	425	56	60	55	75	75
	Oil (Wells 4 & 5)	2,400	2,400	2,470	2,400	2,500	2,500
	Diesel - Generators	9,000	8,000	8,240	8,000	8,250	8,250
	Oil/Lubricants	-	-	-	-	1,000	1,000
	Total	31,967	31,069	32,370	32,630	34,010	34,010
6214	**CHEMICALS**						
	Treatment Chemicals - Chlorine	10,648	11,710	11,900	11,900	11,900	11,900
	Treatment Chemicals - Fluoride	34,915	33,250	33,800	33,800	33,000	33,000
	Potassium Permanganate	17,325	18,000	18,350	18,350	18,000	18,000
	Polymer (Backwash Tanks)	500	-	-	-		
	Total	63,388	62,960	64,050	64,050	62,900	62,900

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 65: WATER UTILITY OPERATIONS - 5305
Public Works Department

COMPANY 5300: WATER & SEWER FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
6215	**EQUIPMENT - PARTS**						
	Meters & MXU's	9,000	9,000	9,150	9,150	9,350	9,350
	Mains	4,000	4,000	4,080	4,080	4,150	4,150
	Hydrants	10,000	10,000	10,500	10,500	10,700	10,700
	Chemical Pumps	4,000	4,000	4,050	4,050	4,130	4,130
	Wells & Backflows Preventors	4,500	4,500	4,600	4,600	4,700	4,700
	Vehicle	4,500	4,500	4,600	4,600	4,750	4,750
	Solenoids	4,500	4,500	4,600	4,500	4,550	4,550
	Chlorinator Parts	1,500	1,500	1,530	1,530	1,560	1,560
	General Equipment Supplies	1,000	1,000	1,200	1,200	1,225	1,225
	Valves, Air Reliefs	1,500	1,500	1,525	1,525	1,560	1,560
	WTP Waste Valve	3,000	3,000	3,050	3,050	3,100	3,100
	Pressure Station	1,000	1,000	1,020	1,020	1,050	1,050
	Hydrant Top Bonnet Replacement	-	10,000	10,200	10,200	10,400	10,400
	Chlortainer Parts	-	-	-	-	1,000	1,000
	Total	48,500	58,500	60,105	60,005	62,225	62,225
6216	**EQUIPMENT - TIRES/BATTERIES**						
	Batteries - Generators, Wells 4 & 5	1,000	1,000	1,025	1,025	1,000	1,000
	Batteries - RTU's	500	500	500	500	500	500
	Tires	700	700	720	720	750	750
	Total	2,200	2,200	2,245	2,245	2,250	2,250
6229	**GENERAL SUPPLIES**						
	Flashers, Barricades	1,000	1,000	1,025	1,025	1,025	1,025
	Safety Equipment/First Aid	3,100	3,100	3,175	3,175	3,200	3,200
	Sand, Gravel, Fill Material	2,000	2,000	2,050	2,050	2,100	2,100
	Paint - WTP, Wells, Hydrants	4,000	4,000	4,100	4,100	4,175	4,175
	Shop Supplies	3,000	3,000	3,075	3,075	3,150	3,150
	Location - Marking Supplies	2,000	2,000	2,050	2,050	2,075	2,075
	ArcFlash PPE	-	-	-	-	1,200	1,200
	Prescription Safety Glasses	100	100	105	105	110	110
	Reagents for Water Testing	500	500	510	510	525	525
	Eroision Control Products	750	750	765	765	775	775
	Anodes - Corrosion Protection	-	2,000	2,050	1,800	1,850	1,850
	Grass Seed	300	300	305	305	310	310
	Steel	500	500	515	500	500	500
	Total	17,250	19,250	19,725	19,460	20,995	20,995
6235	**CONSULTANT SERVICES**						
	Engineering Costs (Valleywood Tank Insp & Goundwater Analysis)	22,000	22,000	18,000	16,000	18,000	18,000
	Legal Expenses	-	-	-	1,200	1,200	1,200
	Audit	10,000	10,300	10,500	10,500	10,500	10,500
	GIS/Mapping/Cartegraph Development	10,000	10,000	10,000	8,500	8,675	8,675
	OSHA Required Tests (Hearing, Hep B, etc.)	675	675	695	695	700	700
	CCR Report Preparation	-	-	-	-	700	700
	Cross Connection Study (add Mandate)	-	-	-	-	2,500	2,500
	Spill Resonse Plan - WHP Requirement	-	-	-	-	4,000	4,000
	Chip Maps	8,000	8,000	-	-	-	-
	Water Audit	5,000	5,000	5,000	5,000		
	Electronic Data Entry for Maint. Tracking	10,000	-	-	-	-	-
	WTP Expansion Plans and Specifications	425,000	195,000	-	-	-	-
	Arc Flash Hazard Survey	11,000	-	-	-	-	-
	Cartegraph Water Data /Integration SCADA		5,500	1,800	1,800	2,000	2,000
	Total	501,675	256,475	45,995	43,695	48,275	48,275
6237	**TELEPHONE/PAGERS**						
	Gopher State w/ GSOC Ticket Mgmt.	15,500	15,500	15,800	15,800	16,100	16,100
	Telephones	4,100	4,100	4,175	4,175	4,200	4,200
	Cellular Phone/Communications	2,850	2,850	2,900	2,900	2,960	2,960
	Wireless Air Card Irthnet/Infraseek	520	520	530	530	550	550
	Total	22,970	22,970	23,405	23,405	23,810	23,810

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 65: WATER UTILITY OPERATIONS - 5305
Public Works Department

COMPANY 5300: WATER & SEWER FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
6238	**POSTAGE/UPS/FEDEX**						
	Postage	15,000	15,000	16,000	16,000	16,300	16,300
	Consumer Confidence Mailing	4,000	3,000	2,500	3,100	1,500	1,500
	Shipping (SSI/Other)	400	400	430	430	450	450
	Total	19,400	18,400	18,930	19,530	18,250	18,250
6239	**PRINTING/PUBLISHING**						
	Water Bills	5,000	5,000	5,000	5,000	5,100	5,100
	Educational Materials	3,000	2,500	2,500	1,200	1,225	1,225
	F-T & P-T Want Ads	800	800	800	800	815	815
	Print Chip Books	-	-	3,800	1,950	2,000	2,000
	Consumer Confidence Report	8,500	6,500	3,000	750	765	765
	Water-Off and Restriction Notices	600	600	600	500	510	510
	Total	17,900	15,400	15,700	10,200	10,415	10,415
6240	**C. SERVICE/GARBAGE REMOVAL**						
	Water Break Material Disposal	5,000	3,000	3,000	1,800	1,800	1,800
	Total	5,000	3,000	3,000	1,800	1,800	1,800
6249	**OTHER CONTRACTUAL SERVICES**						
	Standard & Coliform Testing	5,100	5,100	5,225	5,225	5,380	5,380
	Lease Phone Lines	1,100	1,100	1,100	1,100	1,100	1,100
	Utilities - Contract Street Repairs	498,000	500,000	-	-	-	-
	2013 Moved to 6735						
	Water Meter Reading	23,200	22,120	22,675	22,675	23,000	23,000
	Hydrant Painting & Sandblasting	20,000	20,000	20,000	19,200	20,000	20,000
	Leak Detection Survey	9,000	9,000	9,000	9,000	9,150	9,150
	Plumbing Repairs	1,000	1,000	1,025	1,025	1,050	1,050
	Cartegraph Maintenance Fee	-	-	2,500	2,500	2,550	2,550
	Trans Alarm Monitoring (Wells 1, 2 & 3)	1,425	1,425	1,450	1,450	1,480	1,480
	WTP Discharge Samples	900	900	920	920	950	950
	Fire Extinguisher Testing	400	400	410	400	400	400
	Overhead Hoist Inspection	400	400	410	410	420	420
	Meter Testing	4,000	4,000	4,000	4,000	4,000	4,000
	WTP Boiler Inspection	50	50	75	75	80	80
	Pressure Wash Valleywood Reservoir	4,200	-	-	-	-	-
	Nordic Reservoir Inspection (inter rehab 2013)	-	4,500	-	-	-	-
	Total	568,775	569,995	68,790	67,980	69,560	69,560
6255	**UTILITIES - ELECTRIC**						
	Wells and Water Treatment Plant	339,800	345,000	353,000	353,000	360,000	360,000
	Total	339,800	345,000	353,000	353,000	360,000	360,000
6256	**UTILITIES - NATURAL GAS**						
	WTP, Wells 4 & 5	42,000	35,000	30,000	25,000	25,000	25,000
	Total	42,000	35,000	30,000	25,000	25,000	25,000
6257	**UTILITIES - PROPANE**						
	General Use	200	100	200	200	205	205
	Total	200	100	200	200	205	205
6265	**REPAIRS - EQUIPMENT**						
	Booster Station - Replace Motor Starter	-	-	-	-	3,500	3,500
	Well 7 - Replace Surge Suppression	-	-	-	-	1,500	1,500
	Well 13 & 18 Replace Capacitor Bank	-	-	-	-	3,300	3,300
	Cathodic Protection - Reservoirs	2,000	2,000	2,000	2,000	2,025	2,025
	Vehicle Maintenance	4,000	4,000	4,100	4,100	4,180	4,180
	Flow Meters at Wells	1,000	1,000	1,025	1,025	1,050	1,050
	WTP Controls - Booster Station, Wells	10,000	10,000	10,250	10,250	10,400	10,400
	Test and Repair Backflow Preventors	3,500	3,500	3,580	3,580	3,650	3,650
	Generator Maint. Contract	7,000	7,000	7,175	7,175	7,300	7,300
	Generator Maintenance/Repairs	7,000	7,000	7,175	7,000	7,000	7,000

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 65: WATER UTILITY OPERATIONS - 5305
Public Works Department

COMPANY 5300: WATER & SEWER FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
6265	**REPAIRS - EQUIPMENT cont.**						
	Elect. Maint. & Repairs (Wells, WTP)/TEGG	8,000	18,000	18,500	18,500	18,850	18,850
	Commercial Water Meters	1,000	1,000	1,025	1,025	1,050	1,050
	Check Encoder Maintenance (Utility Billing)	400	400	440	440	450	450
	General Repairs	5,000	5,000	5,125	5,125	5,225	5,225
	SSI Handheld Repairs	1,000	1,000	1,025	1,025	1,050	1,050
	Portable Radio Repair	800	800	820	820	830	830
	Locator Repair	1,500	1,500	1,530	1,530	1,560	1,560
	Hydrant Seat Machine Seal	500	500	510	510	520	520
	Card Reader System Maintenance	2,000	2,000	2,050	2,050	2,100	2,100
	Well PLC Replacement	-	2,500	2,550	2,550	2,600	2,600
	Well Transducer Replacement	-	6,500	6,650	6,650	6,780	6,780
	Radio Replacement for Wells	-	-	5,000	5,000	5,100	5,100
	Security System Maintenance	-	1,000	1,025	1,025	1,040	1,040
	Wells 6 & 11 (plus control panel for No. 11)	-	150,000	-	-	-	-
	WTP - High Service Pump (HZP4)	-	12,000	-	-	-	-
	Well 10 generator emissions upgrades	-	15,000	-	-	-	-
	WTP generator emissions upgrade	-	20,000	-	-	-	-
	Well 12 Change from Phone to Radio		12,000	-	-	-	-
	Wells 8 & 12 (Bail Well 12)	-	-	-	-	-	-
	WTP Master Control Center Breaker	-	-	-	-	-	-
	WTP - High Service Pump (LZP4)	10,000	-	-	-	-	-
	WTP - Supplemental BW Pump	10,000	-	-	-	-	-
	Wells 1, 2, 18	100,000	-	-	-	-	-
	Well 17 Replace PLC	2,500	-	-	-	-	-
	Well 18 Replace PLC	2,500	-	-	-	-	-
	WTP SCADA Add Chemical Feed Controls	3,915	-	-	-	-	-
	Transducer Well 14 Replacement	6,500	-	-	-	-	-
	TEGG Electrical Inspection	12,000	-	-	-	-	-
	WTP/CMF SCADA Integration	5,900	-	-	-	-	-
	Total	208,015	283,700	81,555	81,380	91,060	91,060
6266	**REPAIRS - BUILDINGS**						
	Heaters, Boilers, Air Cond, etc.	4,500	4,500	4,575	4,500	4,500	4,500
	WTP/Well Bldgs. (Trim, Doors, Roofs, Etc.)	20,000	20,000	20,400	20,000	20,000	20,000
	Total	24,500	24,500	24,975	24,500	24,500	24,500
6269	**REPAIRS - OTHER**						
	Thawing Water Lines	500	500	500	500	500	500
	Water Main Breaks	50,000	60,000	61,500	65,000	67,000	67,000
	Landscape Restoration	5,000	5,000	5,125	5,125	5,300	5,300
	Curb Stop Repairs	15,000	15,000	15,375	15,375	16,000	16,000
	Misc. (Ex: Hyd. Damage, GV Repair)	5,000	5,000	5,125	12,000	7,800	7,800
	GV Repair Operating Nuts 2 Locations	4,800	-	-	-	-	-
	Hydrant Replacement Porter/Whitney	9,000	-	-	-	-	-
	GV Instalation 137th St Pressure Station	-	4,800	-	-	-	-
	Total	89,300	90,300	87,625	98,000	96,600	96,600
6275	**SCHOOL/CONF/EXP - LOCAL**						
	School & Certifications/State AWWA	3,500	3,500	3,500	2,800	3,000	3,000
	Backing Class DCTC	300	-	-	-	-	-
	MRWA School	500	500	500	500	500	500
	Total	4,300	4,000	4,000	3,300	3,500	3,500
6276	**SCHOOL/CONF/EXP - OTHER**						
	AWWA National	1,800	1,800	1,800	1,800	1,800	1,800
	Maint Employee Training	-	-	950	950	1,000	1,000
	Total	1,800	1,800	2,750	2,750	2,800	2,800
6277	**MILEAGE/AUTO ALLOWANCE**						
	Supervisor - 50%	1,650	1,650	1,650	1,650	1,650	1,650
	Billing/Training	550	550	600	600	625	625
	Total	2,200	2,200	2,250	2,250	2,275	2,275

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 65: WATER UTILITY OPERATIONS - 5305
Public Works Department

COMPANY 5300: WATER & SEWER FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
6278	**SUBSISTENCE ALLOWANCE**						
	State AWWA Conference	200	200	200	200	205	205
	MRWA School	150	150	200	200	205	205
	AWWA National	150	150	-	200	205	205
	Total	500	500	400	600	615	615
6279	**EDUCATION ASSISTANCE**						
	Tuition Reimbursement	-	-	-	-	-	-
	Eliminated in 2011						
	Total	-	-	-	-	-	-
6280	**DUES & SUBSCRIPTIONS**						
	Certification Renewal Fees	300	300	305	305	325	325
	MRWA Membership	200	200	205	205	210	210
	MGWA Dues	30	30	30	30	50	50
	SUSA Dues	100	100	105	105	110	110
	AWWA Dues	375	375	380	380	400	400
	Total	1,005	1,005	1,025	1,025	1,095	1,095
6281	**UNIFORM/CLOTHING ALLOWANCE**						
	Utility Employees	3,500	3,500	3,580	3,580	3,650	3,650
	Total	3,500	3,500	3,580	3,580	3,650	3,650
6310	**RENTAL EXPENSE**						
	JD935 Mower (50/50 Split with Fleet)	1,670	-	-	-	-	-
	Payment Box Rental (Cub, Rainbow, etc)	700	700	700	700	700	700
	General Rental	1,000	1,000	1,000	500	500	500
	Scaffolding	500	500	500	500	500	500
	Home and Garden Show (move from 6229)	700	800	825	1,200	1,200	1,200
	Total	4,570	3,000	3,025	2,900	2,900	2,900
6311	**INSURANCE**						
	General, Auto, Property Liability	75,000	75,000	75,000	75,000	75,000	75,000
	Total	75,000	75,000	75,000	75,000	75,000	75,000
6399	**OTHER CHARGES**						
	LOGIS	61,000	63,500	65,650	65,000	68,250	68,250
	General Fund Admin. Fee	300,000	300,000	300,000	300,000	300,000	300,000
	Franchise Fee	185,000	185,000	185,000	185,000	185,000	185,000
	DNR Water Use Permit	42,000	42,000	42,000	37,608	40,000	40,000
	Hazardous Chemical Inventory Fee	500	500	500	500	500	500
	Generator Emission Fee	1,000	1,000	1,000	1,000	1,000	1,000
	Discharge Permit/Strength Charge	6,500	6,500	6,500	6,500	6,500	6,500
	Invensys Support	1,400	1,400	1,400	1,400	1,400	1,400
	Catregraph Support	6,350	7,500	7,100	7,100	7,200	7,200
	County Obstruction Permit	-	-	250	250	260	260
	JobCal Software Support	-	-	-	-	-	-
	ArcView Support(move to IT Budget)	400	-	-	-	-	-
	MCES SAC Charge - WTP	-	-	-	-	-	-
	Total	604,150	607,400	609,400	604,358	610,110	610,110
6351	**CREDIT CARD FEES**						
	Annual Fees	20,000	15,000	10,000	10,000	10,000	10,000
	Total	20,000	15,000	10,000	10,000	10,000	10,000
6540	**TAXABLE MISC FOR RESALE**						
	Water Meters	30,000	25,000	23,000	10,000	10,000	10,000
	Total	30,000	25,000	23,000	10,000	10,000	10,000
6545	**NON-TAXABLE MISC FOR RESALE**						
	Street Lights (to 5800)	-	-	-	-	-	-
	Total	-	-	-	-	-	-

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 65: WATER UTILITY OPERATIONS - 5305
Public Works Department

COMPANY 5300: WATER & SEWER FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
6610	**DEPRECIATION**						
	Depreciation	997,030	966,000	960,000	1,078,000	1,098,000	1,098,000
	Total	997,030	966,000	960,000	1,078,000	1,098,000	1,098,000
6730	**CAPITAL OUTLAY - VEHICLES**						
	Replace 1 Ton Vehicle 404 (toolbox, plow)	-	-	-	-	-	-
	Replace Vehicle 410 (toolbx, plow)	-	33,300	-	-	-	-
	Mower (% 50Fleet/25 Water/25 Sewer)	-	4,000	-	-	-	-
	Total	-	37,300	-	-	-	-
6735	**CAPITAL OUTLAY - OTHER IMP**						
	Wells 9, 15, 19 Rehabilitation	-	-	-	-	125,000	125,000
	HZP3 Rehabilitation	-	-	-	-	12,800	12,800
	132nd Street Reconstruction	-	-	-	-	590,000	590,000
	Well 2 Electric Upgrades/Controls, G.W. Monit.	-	-	-	-	42,000	42,000
	Well 8 Fiber Connection	-	-	-	-	6,000	6,000
	Longridge Reservoir Wash	-	-	-	-	6,500	6,500
	Gate Valve Repairs	-	-	-	-	20,000	20,000
	134th/Fernando, 142nd/Granite, 147/Granada						
	132nd/Galaxie, 144th/Excelsior						
	Longridge 2nd Street & Utility Reconstruction	-	-	-	-	-	-
	Wells 3, 7, 17 Rehabilitation	-	-	-	-	-	-
	HZP1 Rehabilitation	-	-	-	-	-	-
	Storage Reservoir Tank Maintenance						
	Well Fiber Connection Expansion	-	-	-	-	-	-
	WTP Storage Racks	-	-	-	-	-	-
	Cedar Ave. Water Improvements	150,000	-	-	-	-	-
	Well 20 Pumping Facility	350,000	-	-	-	-	-
	Raw Water Main Installation Wells 20 - 22	346,000	-	-	-	-	-
	147th WM Loop (Pennock) - delay project	61,800	-	-	-	-	-
	Harwell Corrosion Inspection	-	70,000	-	-	-	-
	Greenleaf Neigh. Street & Utility Reconst	-	-	500,000	500,000	-	-
	Whitney Drive Street & Utility Reconst	-	-	45,000	45,000	-	-
	Well Rehabilitation, Nos. 4, 13, 16, HZP2	-	-	132,400	110,000	-	-
	Well No. 10 Roof Replacement	-	-	20,000	20,000	-	-
	Water Storage Reserv. Paint Quarry Point	-	-	6,000	6,000	-	-
	Water Storage Reserv. Paint Nordic	-	-	223,000	160,000	-	-
	Well No. 16 Abandon and Seal	-	-	15,000	15,000	-	-
	Water Treatment Plant Expansion	-	-	8,406,000	4,380,400	-	-
		-	-				
	Total	907,800	70,000	9,347,400	5,236,400	802,300	802,300
6910	**BOND PRINCIPAL**						
	2013 WTP Bonds ($10.8M)			150,000	-	333,200	333,200
	2002 GO Retired 2012	120,000	120,000	-	-	-	-
	Total	120,000	120,000	150,000	-	333,200	333,200
7015	**BOND INTEREST**			-			
	2013 WTP Bonds			100,000	-	427,800	427,800
	2002 GO Retired 2012	8,820	4,500	-	-	-	-
	Total	8,820	4,500	100,000	-	427,800	427,800
	Total Net of Personnel	4,794,815	3,833,748	12,237,770	7,971,978	4,352,320	4,352,320
	TOTAL EXPENSES	5,658,478	4,710,107	13,148,203	8,880,511	5,268,935	5,268,935
	LESS Capital Outlay	(907,800)	(107,300)	(9,347,400)	(5,236,400)	(802,300)	(802,300)
	TOTAL EXP WITHOUT CAPITAL OUTLAY	4,750,678	4,602,807	3,800,803	3,644,111	4,466,635	4,466,635

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 detect locations of pipe failure and blockage within the collection system
   - Perform 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 2014

In 2014, the budget and capital improvement program include activities to continue rehabilitation of the wastewater collection system. Improvement projects will continue to involve the replacement of aging and deteriorated sewer systems, including replacement of sewer pipes along 132nd Street, cured-in-place sewer lining, and developing plans for the replacement of sanitary sewer Lift Station No. 3.

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Actual 2010	Actual 2011	Actual 2012	Projected 2013	Projected 2014
Number of Gallons Conveyed (in billions of gallons)	1.24	1.25	1.22	1.24	1.24
Miles of Sewer Cleaned	62	75	70	60	60
Number of Sewer Backups within System per year	0	1	1	1	0

		Regular Status Personnel Schedule –FTE's		
Position Title	Adopted 2011	Adopted 2012	Adopted 2013	Proposed 2014
Department Specialist	1	1	1	1
Utilities Foreman	1	1	1	1
Technical Specialist	1	1	1	1
Maintenance II / I	3	3	3	3
Maintenance I	0	0	0	0

		Temporary Status Personnel Schedule		
Position Title	Adopted 2011	Adopted 2012	Adopted 2013	Proposed 2014
Seasonal	2.5	2.5	2.5	2.5

Summary Budget
Department 66 -Sewer Operations

	2010 Actual	2011 Adopted	2011 Actual	2012 Adopted	2012 Actual	2013 Adopted	2014 Proposed
Revenue:							
Utility Charges	4,285,938	4,403,000	4,166,224	4,553,000	4,508,567	4,715,000	4,835,000
Investment Earnings	105,158	120,000	254,265	110,000	108,328	108,000	110,000
Shared Rev w/ Water		60,000	118,867	60,000	42,525	60,000	60,000
Other Revenue		-	-		43,692		
transfer from Storm W.	100,000	60,000	60,000	60,000	60,000	-	
	4,491,096	4,643,000	4,599,356	4,783,000	4,763,112	4,883,000	5,005,000
Expenditures:							
Salaries & Wages	400,153	419,427	408,901	429,713	429,996	449,225	460,064
Emp. Benefits	145,091	163,719	153,181	163,443	153,530	167,427	165,590
Supplies	55,990	82,175	67,206	87,656	79,340	86,420	86,430
Contractual Serv.	552,367	552,367	35,420	552,267	38,260	55,395	65,330
Utilities	87,166	41,660	78,112	43,000	21,596	44,200	46,200
Repairs & Maint.	142,397	208,100	130,328	189,100	148,824	75,175	103,905
Training/Travel/Dues	3,343	8,145	4,254	7,445	4,977	8,505	7,840
MCES Sewer Charges	2,439,277	2,593,600	2,486,005	2,318,000	2,307,948	2,430,000	2,500,000
Other Exp.	191,726	667,850	178,406	694,750	149,660	196,650	199,250
VISA / MC charges		20,000	-	15,000	-	12,000	10,000
Depreciation	485,138	528,030	493,824	497,000	499,937	497,000	536,000
Capital Outlay not Capitalized					3,857		
Transfers/admin chg to GF	485,000		485,000	485,000	485,000	485,000	485,000
Transfers	717,160	-	983,000	-	500,000	-	
Total Exp	4,502,648	5,285,073	5,503,637	5,482,374	4,822,925	4,506,997	4,665,609
Net Income	(11,552)	(642,073)	(904,281)	(699,374)	(59,813)	376,003	339,391
Change in Cash:							
Less: Capital outlay	(27,415)	(881,500)	(881,500)	(423,000)	(1,066,583)	(1,169,000)	(1,181,000)
Add: Depreciation	485,138	528,030	493,824	497,000	499,937	497,000	536,000
Net Change in Cash	446,171	(995,543)	(1,291,957)	(625,374)	(626,459)	(295,997)	(305,609)

2014 Capital Outlay:

132nd Street Reconstruction:	$ 850,000
Whitney Drive East Sewer Lining:	145,000
Lift Station 3 Reconstruction (Design Phase)	35,000
Inter-Community Flow Metering – Eagan (preliminary est)	42,000
	$1,072,000

City of Apple Valley
Budget Summary
2014 Budget
SEWER OPERATIONS

Object Account	2011 Actual	2012 Council Adopted Amended Budget	2012 Actual	2013 Council Adopted Original Budget	06/30/13 YTD Actual	2014 Dept Proposed	2014 Admin Recomm
6110 - SALARY-REGULAR EMPLOYEES	373,736	369,616	380,376	379,059	188,652	391,102	391,102
6112 - SALARY-SEASONAL TEMP	12,363	19,085	17,825	19,085	5,454	17,340	17,340
6113 - OVERTIME-REGULAR EMPLOYEES	40,542	30,000	42,894	43,500	13,364	43,800	43,800
6118 - VACATION PAY	-3,457		1,173		0		
6121 - INSURANCE CASH BENEFIT	1,837		2,910		1,573		
6122 - COMP REQUEST	-16,120		-15,183		-8,511		
6123 - SALARY-OTHER		11,012		7,581		7,822	7,822
6105 - SALARIES AND WAGES	408,901	429,713	429,996	449,225	200,532	460,064	460,064
6138 - MEDICARE	5,606	6,180	6,134	6,318	2,843	6,676	6,676
6139 - FICA	23,971	26,425	26,229	27,015	12,156	28,546	28,546
6141 - PENSIONS-PERA	28,663	29,514	29,798	30,206	14,029	32,098	32,098
6142 - WORKERS COMPENSATION	13,966	12,872	12,593	12,047	5,935	12,513	12,513
6144 - LONG-TERM DISABILITY INSURANCE	1,065	1,092	1,092	1,121	561	1,157	1,157
6145 - MEDICAL INSURANCE	72,320	87,360	69,295	90,720	40,717	84,600	84,600
6146 - DENTAL INSURANCE	6,088		6,931		3,713		
6147 - LIFE INSURANCE-BASIC	81		81		40		
6148 - LIFE INSURANCE-SUPP/DEPEND	1,421		1,377		681		
6125 - EMPLOYEE BENEFITS	153,181	163,443	153,530	167,427	80,674	165,590	165,590
6100 - TOTAL PERSONNEL SERVICES	562,082	593,156	583,526	616,652	281,205	625,654	625,654
6210 - OFFICE SUPPLIES	132	400	195	400	21	250	250
6211 - SMALL TOOLS & EQUIPMENT	4,851	14,300	15,220	9,500	488	11,650	11,650
6212 - MOTOR FUELS/OILS	24,409	18,306	24,829	20,470	10,194	21,700	21,700
6214 - CHEMICALS	0	150	0	150	0	100	100
6215 - EQUIPMENT-PARTS	24,822	33,000	26,575	35,300	7,931	32,630	32,630
6216 - VEHICLES-TIRES/BATTERIES	722	1,600	1,332	1,600	101	1,600	1,600
6229 - GENERAL SUPPLIES	12,270	19,900	11,189	19,000	2,266	18,500	18,500
6205 - SUPPLIES	67,206	87,656	79,340	86,420	21,001	86,430	86,430
6235 - CONSULTANT SERVICES	12,640	29,375	22,759	23,090	4,496	23,300	23,300
6237 - TELEPHONE/PAGERS	318	1,192	184	1,180	98	1,130	1,130
6238 - POSTAGE/UPS/FEDEX	14,363	15,600	149	15,600	158	15,000	15,000
6239 - PRINTING	450	500	0	500	0	500	500
6240 - CLEANING SERVICE/GARBAGE	5,195	5,000	1,373	5,175	726	5,200	5,200
6249 - OTHER CONTRACTUAL SERVICES	2,455	500,600	13,795	9,850	1,300	20,200	20,200
6230 - CONTRACTUAL SERVICES	35,420	552,267	38,260	55,395	6,778	65,330	65,330
6255 - UTILITIES-ELECTRIC	77,888	42,500	21,394	43,700	14,799	45,900	45,900
6256 - UTILITIES-NATURAL GAS	224	500	202	500	69	300	300
6250 - UTILITIES	78,112	43,000	21,596	44,200	14,868	46,200	46,200
6265 - REPAIRS-EQUIPMENT	52,922	54,500	52,198	49,175	4,973	56,905	56,905
6269 - REPAIRS-OTHER	77,406	134,600	96,626	26,000	76,412	47,000	47,000
6260 - REPAIRS AND MAINTENA	130,328	189,100	148,824	75,175	81,385	103,905	103,905
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	1,754	3,000	1,440	4,000	1,336	3,275	3,275
6276 - SCHOOLS/CONFERENCES/EXP OTHER	0	0	0	0	390	0	0
6277 - MILEAGE/AUTO ALLOWANCE	18	1,850	769	1,850	647	1,850	1,850
6278 - SUBSISTENCE ALLOWANCE	0	150	0	150	350	100	100
6280 - DUES & SUBSCRIPTIONS	230	245	136	255	46	265	265
6281 - UNIFORM/CLOTHING ALLOWANCE	2,251	2,200	2,631	2,250	1,226	2,350	2,350
6270 - TRAINING/TRAVEL/DUES	4,254	7,445	4,977	8,505	3,995	7,840	7,840
6200 - TOTAL OPERATING COSTS	315,321	879,468	292,997	269,695	128,027	309,705	309,705
6310 - RENTAL EXPENSE	0	250	16	250	48	250	250
6311 - INSURANCE-PROPERTY/LIABILITY	75,000	75,000	75,000	75,000	75,000	75,000	75,000
6317 - METRO WASTE CONTROL PAYMENT	2,486,005	2,318,000	2,307,948	2,430,000	1,440,657	2,500,000	2,500,000
6318 - BURNSVILLE/EAGAN SWR REIMBURSE	42,131	71,000	60,811	55,750	28,215	55,750	55,750
6333 - GENERAL-CASH DISCOUNTS	-1		-101		0		
6351 - VISA/BANK CHARGES						10,000	10,000
6399 - OTHER CHARGES	61,276	548,500	13,934	550,650	0	538,250	553,250
6301 - OTHER EXPENDITURES	2,664,411	3,012,750	2,457,608	3,111,650	1,543,920	3,179,250	3,194,250
6300 - TOTAL OTHER EXPENDITURES	2,664,411	3,012,750	2,457,608	3,111,650	1,543,920	3,179,250	3,194,250
6425 - VISA/BANK CHARGES		15,000		12,000		0	0
6401 - VISA BANK CHARGES		15,000		12,000		0	0
6610 - DEPRECIATION	493,824	497,000	499,937	497,000	0	536,000	536,000
6601 - TOTAL DEPRECIATION	493,824	497,000	499,937	497,000	0	536,000	536,000
6730 - CAPITAL OUTLAY-TRANSPORTATION	0	110,000	3,857	0	0	109,000	109,000
6735 - CAPITAL OUTLAY-OTHER IMPROVEME	0	313,000	0	1,169,000	0	1,072,000	1,072,000
6701 - TOTAL CAPITAL OUTLAY	0	423,000	3,857	1,169,000	0	1,181,000	1,181,000

City of Apple Valley
Budget Summary
2014 Budget
SEWER OPERATIONS

Object Account	2011 Actual	2012 Council Adopted Amended Budget	2012 Actual	2013 Council Adopted Original Budget	06/30/13 YTD Actual	2014 Dept Proposed	2014 Admin Recomm
6801 - TOTAL CONSTRUCTION COSTS	0		0		34,610		
6800 - TOTAL CONSTRUCTION COSTS	0		0		34,610		
6700 - TOTAL CAPITAL OUTLAY	0	423,000	3,857	1,169,000	34,610	1,181,000	1,181,000
7110 - TRANSFER TO OTHER FUNDS	798,000		800,000		0		
7125 - ADMINI CHARGE TO OTHER FUNDS	185,000		185,000		0		
7101 - TOTAL TRANSFERS	983,000		985,000		0		
7100 - TOTAL TRANSFERS	983,000		985,000		0		
6001 - EXPENDITURES	5,018,637	5,420,374	4,822,925	5,675,997	1,987,762	5,831,609	5,846,609

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 66: SANITARY SEWER UTILITY OPERATIONS - 5365
Public Works Department

COMPANY 5300: WATER & SEWER FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
	SALARIES						
6110	Regular Employees	356,990	369,616	379,059	379,059	391,102	391,102
6111	Salary-Parttime	-			-		
6112	Salary-Seasonal Temp	19,085	19,085	19,085	17,000	17,340	17,340
6113	Overtime - Reg	30,000	30,000	30,000	30,000	30,000	30,000
6113	Overtime - On Call Program	-	-	13,500	13,500	13,800	13,800
6114	Overtime - Temp	-	-	-	-		
6123	Salaries - Other	10,852	11,012	7,581	7,581	7,822	7,822
6138	Medicare	6,045	6,180	6,318	6,318	6,676	6,676
6139	FICA	25,849	26,425	27,015	27,015	28,546	28,546
6141	Pension - PERA	28,830	29,514	30,206	30,206	32,098	32,098
6142	Worker's Compensation	14,570	12,872	12,047	12,047	12,513	12,513
6144	Long-Term Disability Insurance	1,065	1,092	1,121	1,121	1,157	1,157
6145	Hospital & Life Insurance	87,360	87,360	90,720	90,720	84,600	84,600
	Total	580,646	593,156	616,653	614,568	625,654	625,654
6210	**OFFICE SUPPLIES**						
	General Office Supplies	400	400	400	250	250	250
	Total	400	400	400	250	250	250
6211	**SMALL TOOL & EQUIPMENT**						
	Small Tools	3,000	3,000	3,000	3,000	3,000	3,000
	Electric/Air Power Tools	300	300	300	300	300	300
	Oxygen Detector Replacement	-	2,200	-		2,400	2,400
	Sewer Cleaning Nozzle/skid	2,400	-	2,400	2,400	1,000	1,000
	MH Basket Screen Tool	-	-	-	-	800	800
	Tripod Replacement - Confined Space Ent	-	-	-	-	1,500	1,500
	Harness Replacement (3) - Fall Protection	-	-	-	-	1,350	1,350
	MH Venting Equipment	-	-	-	-	-	-
	Arrowboard	-	3,500	-	-	-	-
	Mechanical Root Saw	-	4,000	-	-	-	-
	Digital Counter - Gap Vax	-	1,300	-	-	-	-
	Chain sling and strap replacement	900	-	1,000	1,000	-	-
	Cartegraph Licence Purchase	-	-	1,300	1,300	1,300	1,300
	Lift Station No. 1 FS Valve Installation	-	-	1,500	1,500	-	-
	Total	5,700	14,300	9,500	9,500	11,650	11,650
6212	**MOTOR FUELS/OILS**						
	Nolead Fuel 2689 gal.	7,400	7,921	8,860	9,455	9,500	9,500
	Diesel Fuel 3245 gal.	8,500	8,985	10,050	10,340	10,500	10,500
	Diesel Fuel Tax	300	200	300	300	300	300
	Oil	825	1,200	1,260	1,200	1,400	1,400
	Total	17,025	18,306	20,470	21,295	21,700	21,700
6214	**CHEMICALS**						
	Root-X	3,500	-	-	-	-	-
	Lift Station Defoamer	150	150	150	100	100	100
	Total	3,650	150	150	100	100	100
6215	**EQUIPMENT - PARTS**						
	Pump Seals, Impellers, Valves, Filters,etc.	11,000	11,000	11,000	15,600	16,000	16,000
	High Pressure Hoses	5,200	5,200	5,200	4,500	4,600	4,600
	Vehicles/Sewer Trucks/Parts/Pump	7,000	7,000	6,500	7,000	7,140	7,140
	Pumps Seals, Impellers, Valves, etc.	8,000	8,000	8,000	-	-	-
	Sewer Camera Wheels & Accessories	1,800	1,800	1,800	1,800	1,840	1,840
	Bolts and Fittings Inventory	-	-	-	-	500	500
	Air Relief Valve Parts	-	-	2,500	2,500	2,550	2,550
	Portable Blower Duct Hose Replacement	-	-	300	300	-	-
	Total	33,000	33,000	35,300	31,700	32,630	32,630
6216	**EQUIPMENT - TIRES/BATTERIES**						
	Batteries - Vehicles	400	400	400	400	400	400
	Batteries - RTU's	200	200	200	200	200	200
	Tires	1,000	1,000	1,000	1,000	1,000	1,000
	Total	1,600	1,600	1,600	1,600	1,600	1,600

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 66: SANITARY SEWER UTILITY OPERATIONS - 5365
Public Works Department

COMPANY 5300: WATER & SEWER FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
6229	**GENERAL SUPPLIES**						
	Flashers, Barricades	500	500	500	500	500	500
	Safety Equipment/First Aid	2,000	2,000	1,800	1,800	1,800	1,800
	Paint - Lift Stations	500	500	500	450	450	450
	Fill Material	3,000	3,000	1,000	1,000	1,000	1,000
	General Division Supplies	-	-	2,000	2,000	2,000	2,000
	Flex-seal/Sealguard	8,000	8,000	7,000	7,000	7,000	7,000
	Chimney Patch Repair	1,500	1,500	1,500	1,500	1,500	1,500
	CO2 Canisters - Sewer Camara	400	400	400	400	400	400
	Agrotech 2000 - LS4 Grease Control	800	800	800	650	650	650
	Grates, Covers, Castings, Rings	2,500	2,500	2,500	3,200	3,200	3,200
	Desk for SCADA Computer Upgrade	700	700	-	-	-	-
	Internal Chimney Seals	-	-	1,000	500	500	500
	Total	19,900	19,900	19,000	18,500	18,500	18,500
6235	**CONSULTANT SERVICES**						
	Engineering Costs Not Assessed	5,000	5,000	5,000	5,000	5,000	5,000
	Audit	10,000	10,300	10,500	10,500	10,500	10,500
	GIS/Mapping/Cartegraph Development	10,000	8,000	7,000	7,000	7,200	7,200
	OSHA Required Tests	575	575	590	600	600	600
	Arc Flash Hazard Study	6,500	-	-	-	-	-
	Cartegraph Sanitary Data Transfer & Setup	-	5,500	-	-	-	-
	Total	32,075	29,375	23,090	23,100	23,300	23,300
6237	**TELEPHONES/PAGERS**						
	Cellular Phone	432	432	430	430	430	430
	Wireless Air Card	760	760	750	700	700	700
	Total	1,192	1,192	1,180	1,130	1,130	1,130
6238	**POSTAGE/UPS/FEDEX**						
	Postage	15,000	15,600	15,600	15,000	15,000	15,000
	Total	15,000	15,600	15,600	15,000	15,000	15,000
6239	**PRINTING/PUBLISHING**						
	Educational Materials	500	500	500	450	500	500
	Total	500	500	500	450	500	500
6240	**C. SERVICE/GARBAGE REMOVAL**						
	Dumpster Special Waste	5,000	5,000	5,175	5,175	5,200	5,200
	Total	5,000	5,000	5,175	5,175	5,200	5,200
6249	**OTHER CONTRACTUAL SERVICES**						
	Utilities - Contract Street Repair	498,000	500,000	-	-	-	-
	Moved to 6735 in 2013						
	Flow Monitor/Smoke Test - LS2 I/I	-	-	-	-	12,000	12,000
	Contract Tree Removal U136th Easement	-	-	1,750	1,750	-	-
	Sewer Lateral Repairs	-	-	5,500	5,500	5,500	5,500
	Cartegraph Maintenance Fee	-	-	2,000	2,000	2,100	2,100
	Traffic Control	600	600	600	600	600	600
	Total	498,600	500,600	9,850	9,850	20,200	20,200
6255	**UTILITIES - ELECTRIC**						
	Lift Stations-Sanitary	41,160	42,500	43,700	45,000	45,900	45,900
	Total	41,160	42,500	43,700	45,000	45,900	45,900
6256	**UTILITIES - NATURAL GAS**						
	Lift Station Generators	500	500	500	275	300	300
	Total	500	500	500	275	300	300
6265	**REPAIRS - EQUIPMENT**						
	Vehicle	8,000	8,000	8,200	8,200	8,450	8,450
	Lift Stations	10,000	10,000	10,250	10,250	10,500	10,500
	Calibration of Gas Detectors, Sensor Replacemer	1,000	1,000	1,000	1,000	1,000	1,000
	Electric Repairs/TEGG Inspection	1,500	10,000	10,250	10,250	10,000	10,000
	Pump Inspection	1,000	1,000	1,025	1,200	1,225	1,225
	General Misc.	3,000	3,000	3,075	3,075	3,100	3,100
	Sewer Televising Camera Repair	1,000	3,000	2,500	2,500	2,500	2,500
	Generator Maintenance	2,500	2,500	2,575	2,575	2,630	2,630
	Jetter Pump Replacement	-	-	-	-	5,000	5,000
	Root Saw Replacement/Repair	-	-	-	-	2,000	2,000
	Pump Repair for San Lift Stations	-	10,000	10,300	10,300	10,500	10,500
	Camera Reel Rehab	3,000	-	-	-	-	-

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 66: SANITARY SEWER UTILITY OPERATIONS - 5365
Public Works Department

COMPANY 5300: WATER & SEWER FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
6265	**REPAIRS - EQUIPMENT cont.**						
	TEGG Inspection	7,000	-	-	-	-	-
	WTP/CMF SCADA Integration	3,000	-	-	-	-	-
	Camera Cable Replacement	-	6,000	-	-	-	-
	Total	41,000	54,500	49,175	49,350	56,905	56,905
6269	**REPAIRS - OTHER**						
	Repair Sewer Lines - (CIPP or spot repair)	82,400	30,000	-	-	-	-
	Manholes - Protection I/I	10,000	10,000	10,000	10,000	10,000	10,000
	Repair/Seal San Manhole Structures	-	16,000	16,000	16,000	16,000	16,000
	WIN911 - SCADA Alarm Replacement	-	-	-	-	7,800	7,800
	LS 1 pump 2&3 Impeller Replacement	-	-	-	-	8,200	8,200
	LS 7 Pump 2 Adaptor Bracket Replacement	-	-	-	-	2,500	2,500
	LS 9 Air Relief - Corrosion Repairs	-	-	-	-	2,500	2,500
	Lift 2 I/I Repairs	-	10,000	-	-	-	-
	Radio & Control Upgrades (PLCs)	61,800	67,300	-	-	-	-
	PLCs Moved to 6735 - Capital Expense					-	-
	Lift 11 Wear Rings & Impeller	-	-	-	-	-	-
	Lift 7 Pump 1 Replace Wear Ring/Impeller Rpr	3,500	-	-	-	-	-
	Lift 11 Guide Rail Replace	3,500	-	-	-	-	-
	Lift 10 Pump 2 Replace Wear Ring	3,000	-	-	-	-	-
	SCADA System Rehab w/ water and storm	5,900	-		-	-	-
	Lift 9 Pump 1 Replace Starter	-	1,300	-	-	-	-
	Total	170,100	134,600	26,000	26,000	47,000	47,000
6275	**SCHOOL/CONF/EXP - LOCAL**						
	School & Certifications	2,500	2,500	2,500	2,200	2,275	2,275
	MWOA Annual	500	500	500	500	500	500
	Backing Class	400	-	-	-	-	-
	Task Specific / Electrical Training	-	-	1,000	500	500	500
	Total	3,400	3,000	4,000	3,200	3,275	3,275
6277	**MILEAGE/AUTO ALLOWANCE**						
	50% Supervisor	1,650	1,650	1,650	1,650	1,650	1,650
	Training	200	200	200	200	200	200
	Total	1,850	1,850	1,850	1,850	1,850	1,850
6278	**SUBSISTENCE ALLOWANCE**						
	MWOA Annual/MWRA	150	150	150	100	100	100
	Total	150	150	150	100	100	100
6279	**EDUCATION ASSISTANCE**						
	Tuition Reimbursement *Program ended 2011*	-	-	-	-	-	-
	Total	-	-	-	-	-	-
6280	**DUES & SUBSCRIPTIONS**						
	MWOA Dues	45	45	50	50	55	55
	Certification Renewal Fee	200	200	205	205	210	210
	Total	245	245	255	255	265	265
6281	**UNIFORM/CLOTHING ALLOWANCE**						
	Uniforms for 5 employees	2,500	2,200	2,250	2,300	2,350	2,350
	Total	2,500	2,200	2,250	2,300	2,350	2,350
6310	**RENTAL EXPENSE**						
	General Rental	250	250	250	250	250	250
	Total	250	250	250	250	250	250
6311	**INSURANCE**						
	General, Auto, Property Liability	75,000	75,000	75,000	75,000	75,000	75,000
	Total	75,000	75,000	75,000	75,000	75,000	75,000
6317	**METRO WASTE CONTROL**						
	Metropolitan Council-Environmental Services Waste Water Treatment Charges	2,593,600	2,318,000	2,430,000	2,430,000	2,500,000	2,500,000
	Total	2,593,600	2,318,000	2,430,000	2,430,000	2,500,000	2,500,000

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 66: SANITARY SEWER UTILITY OPERATIONS - 5365
Public Works Department

COMPANY 5300: WATER & SEWER FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
6318	**BURNSVILLE/EAGAN SEWER CHRG**						
	Burnsville	46,600	32,000	14,450	14,450	14,450	14,450
	Eagan		39,000	41,300	41,300	41,300	41,300
	Total	46,600	71,000	55,750	55,750	55,750	55,750
6399	**OTHER CHARGES**						
	LOGIS	61,000	63,500	65,650	65,000	68,250	68,250
	General Fund Admin Fee	300,000	300,000	300,000	290,000	290,000	300,000
	Franchise Fee	185,000	185,000	185,000	180,000	180,000	185,000
	Total	546,000	548,500	550,650	535,000	538,250	553,250
6351	**CREDIT CARD FEES**						
	Annual Fee	20,000	15,000	12,000	10,000	10,000	10,000
	Total	20,000	15,000	12,000	10,000	10,000	10,000
6610	**DEPRECIATION**						
	Sanitary	528,030	497,000	497,000	515,000	536,000	536,000
	Total	528,030	497,000	497,000	515,000	536,000	536,000
6730	**CAPITAL OUTLAY - VEHICLES**						
	Replace 3/4 ton Pickup 411	-	-	-	-	34,000	34,000
	1 Ton Pickup 417 Toolbox, Plow	-	-	-	-	75,000	75,000
	3/4 ton Pickup 429 Toolbox, Plow, Tommy Lift	34,500	-	-	-	-	-
	3/4 Ton Pickup 413 Toolbox, Plow	32,000	-	-	-	-	-
	Replace 3/4 ton Pickup 407	-	34,000	-	-	-	-
	Mower (% 50Fleet/25 Water/25 Sewer)	-	4,000	-	-	-	-
	Easement Machine Replacement	-	32,000	-	-	-	-
	Emergency Backup Pump	-	40,000	-	-	-	-
		66,500	110,000	-	-	109,000	109,000
6735	**CAPITAL OUTLAY - OTHER IMP**						
	2014/2015 CIP Items						
	2014: 132nd Street Reconstruction	-	-	-	-	850,000	850,000
	2014: Whitney Drive East	-	-	-	-	145,000	145,000
	2014/2015: Lift Station No. 3 Replacement	-	-	-	-	35,000	35,000
	Longridge 2nd Neighborhood Recon	-	-	-	-	-	-
	Cedar Ave. Sanitary Improvements	15,000	-	-	-	-	-
	Lift 2 Replacement (Cedar & Hidden Ponds)	800,000	-	-	-	-	-
	Burnsville Echo Valley lift station improvements	-	110,000	-	-	-	-
	Vac Dump Site Relocate	-	30,000	-	-	-	-
	Endicott Way Install Manhole	-	12,000	-	-	-	-
	Repair Pipe Sags	-	15,000	-	-	-	-
	Davit Hoist for Lift Station No. 1	-	16,000	-	-	-	-
	Greenleaf Sewer Repair w/ Street Project	-	130,000	-	-	-	-
	Greenleaf Street and Utility Improvements	-	-	990,000	990,000	-	-
	Greenleaf Proj Resched from '12 to '13	-	-			-	-
	San Manhole Recon 2W1206 & 2W171	-	-	26,000	25,000	-	-
	Replace Radio PLCs for Lift Stations	-	-	30,000	30,000	-	-
	Rehab VCP Sanitary Sewers CIPP	-	-	70,000	78,000	-	-
	Lift Sta 11 Switch Gear, Valves, Impeller	-	-	15,000	15,000	-	-
	Lift Sta 9 Switch Gear			18,000	18,000	-	-
	Inter-Community Flow Metering Eagan	-	-	20,000	-	42,000	42,000
	Total	815,000	313,000	1,169,000	1,156,000	1,072,000	1,072,000
	Total Net of Personnel	5,585,527	4,827,218	5,059,345	5,042,980	5,205,955	5,220,955
	TOTAL EXPENSES	$ 6,166,173	$ 5,420,374	$ 5,675,997	$ 5,657,548	$ 5,831,609	$ 5,846,609
	LESS CAPITAL OUTLAY	$ (881,500)	$ (423,000)	$ (1,169,000)	$ (1,156,000)	$ (1,181,000)	$ (1,181,000)
	Total Exp without Capital Outlay	$ 5,284,673	$ 4,997,374	$ 4,506,997	$ 4,501,548	$ 4,650,609	$ 4,665,609

Apple Valley

Notes:

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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 7,800 storm sewer manholes/catchbasins and 162 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 2014

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 2010	Actual 2011	Actual 2012	Projected 2013	Projected 2014
Staff hours to address State MS4 Permit Requirements	2,880	2,880	2,920	3,845	3,860
Number of lake water quality samples	190	197	226	235	235
Number of Mandated TMDL Studies Active w/in Apple Valley	3	3	4	4	5

	Regular Status Personnel Schedule –FTE's			
Position Title	Adopted 2011	Adopted 2012	Proposed 2013	Proposed 2014
Water Quality Tech Existing Position Shifted from PW Admin in 2014	0	0	0	1

Summary Budget
Department 69 Storm Drainage

	2010 Actual	2011 Actual	2012 Adopted	2012 Actual	2013 Adopted	2014 Proposed
Revenue:						
Utility Charges	1,360,483	1,370,348	1,443,000	1,517,090	1,449,000	1,495,000
Grants	-	-	-	40,000	-	
Other Revenue	9,500	73,559	-	5,180	-	5,000
Contributed revenue	102,349	120,713	-	243,935	-	
Investment Earnings	13,483	243,174	14,500	32,983	30,000	32,000
	1,485,815	1,807,794	1,457,500	1,839,188	1,479,000	1,532,000
Expenditures:						
Salaries & Wages	-	-	-	-	-	62,035
Emp. Benefits	-	-	-	-	-	21,924
Supplies	731	6,075	14,900	10,394	11,900	15,000
Contractual Serv.	57,341	501	118,090	75,634	149,690	113,180
Utilities	-	-	30,800	-	30,800	12,800
Repairs & Maint.	-	-	252,000	66,348	46,350	55,700
Training/Travel/Dues	-	-	1,070	490	1,105	1,025
Other Exp.	18,434	-	1,500	3,045	3,200	6,500
Depreciation	430,000	449,547	477,000	481,084	450,000	475,000
Debt Service-Interest	40,237	-	74,000	64,149	64,080	62,000
Capital Outlay not capitalized		35,030			-	
Admin fee to Gen. Fund	300,000	-	300,000	300,000	300,000	250,000
Transfer to other funds	205,000	-		239,328		
Transfer to Sewer Fund	100,000	-	60,000	60,000	-	
Total Exp	1,151,743	491,153	1,329,360	1,300,472	1,057,125	1,075,164
Net Income	334,072	1,316,641	128,140	538,716	421,875	456,836
Net change in cash						
add: Depreciation	430,000	449,547	477,000	481,084	450,000	475,000
Debt Service - Principal		(85,000)	(225,000)	(225,000)	(230,000)	(240,000)
Capital Outlay	-	(498,500)	(1,130,000)	(286,198)	(447,750)	(1,108,000)
Debt Issued	-	2,600,000	-	-	-	
Net Change in Cash	764,072	3,782,688	(749,860)	508,602	194,125	(416,164)

Debt Service Schedule:

Year	GO Bonds of 2002 Refunded 1995		Bonds of 2005 Refunded 1999		Bonds of 2011a		Total	
	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

2014 Capital Outlay:

132nd Street Reconstruction:	$ 295,000
Easement Acquisition:	38,000
Sediment Removal from Ponds:	26,000
Quarry Ponds Stormwater Basin Modifications	50,000
	$ 409,000

City of Apple Valley
Budget Summary
2014 Budget
STORM DRAINAGE UTILITY

Object Account	2011 Actual	2012 Council Adopted Amended Budget	2012 Actual	2013 Council Adopted Original Budget	06/30/13 YTD Actual	2014 Dept Proposed	2014 Admin Recomm
6110 - SALARY-REGULAR EMPLOYEES					2,452	116,708	116,708
6113 - OVERTIME-REGULAR EMPLOYEES					2,844		
6123 - SALARY-OTHER						2,334	2,334
6105 - SALARIES AND WAGES					**5,296**	**119,042**	**119,042**
6138 - MEDICARE					74	1,726	1,726
6139 - FICA					315	7,381	7,381
6141 - PENSIONS-PERA					384	8,631	8,631
6142 - WORKERS COMPENSATION						2,042	2,042
6144 - LONG-TERM DISABILITY INSURANCE						345	345
6145 - MEDICAL INSURANCE						21,600	21,000
6125 - EMPLOYEE BENEFITS					**773**	**41,725**	**41,125**
6100 - TOTAL PERSONNEL SERVICES					**6,069**	**160,767**	**160,167**
6211 - SMALL TOOLS & EQUIPMENT	0	1,000	4,069	2,100	136	3,400	3,400
6214 - CHEMICALS	400	3,800	525	0	0	600	600
6215 - EQUIPMENT-PARTS	0	8,900	1,926	8,200	8,956	8,800	8,800
6229 - GENERAL SUPPLIES	5,675	1,200	3,874	1,600	2,306	2,200	2,200
6205 - SUPPLIES	**6,075**	**14,900**	**10,394**	**11,900**	**11,398**	**15,000**	**15,000**
6231 - LEGAL SERVICES	108		860		0		
6231 - LEGAL SERVICES	149		0		0		
6235 - CONSULTANT SERVICES	21,893	46,650	31,605	35,670	775	37,760	37,760
6235 - CONSULTANT SERVICES	-60,364		949		0		
6239 - PRINTING	1,023	2,350	692	2,350	265	2,220	2,220
6240 - CLEANING SERVICE/GARBAGE	3,137	3,000	4,218	3,000	0	4,500	4,500
6249 - OTHER CONTRACTUAL SERVICES	34,555	66,090	37,310	108,670	24,135	68,700	68,700
6230 - CONTRACTUAL SERVICES	**60,715**	**118,090**	**74,685**	**149,690**	**25,176**	**113,180**	**113,180**
6230 - CONTRACTUAL SERVICES	**-60,214**		**949**		**0**		
6255 - UTILITIES-ELECTRIC		30,800		30,800		12,800	12,800
6250 - UTILITIES		**30,800**		**30,800**		**12,800**	**12,800**
6265 - REPAIRS-EQUIPMENT		52,000	22,154	21,350	5,532	30,700	30,700
6269 - REPAIRS-OTHER		200,000	44,194	25,000	-522	25,000	25,000
6260 - REPAIRS AND MAINTENA		**252,000**	**66,348**	**46,350**	**5,010**	**55,700**	**55,700**
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	0	1,070	490	1,105	642	1,025	1,025
6277 - MILEAGE/AUTO ALLOWANCE	0		0		86		
6270 - TRAINING/TRAVEL/DUES	**0**	**1,070**	**490**	**1,105**	**728**	**1,025**	**1,025**
6200 - TOTAL OPERATING COSTS	**66,790**	**416,860**	**151,916**	**239,845**	**42,311**	**197,705**	**197,705**
6200 - TOTAL OPERATING COSTS	**-60,214**		**949**		**0**		
6310 - RENTAL EXPENSE	54		0		0		
6311 - INSURANCE-PROPERTY/LIABILITY	2,000		0	2,000	1,000	5,300	5,300
6333 - GENERAL-CASH DISCOUNTS			-3		0		
6399 - OTHER CHARGES	11,722	1,500	3,048	1,200	882	1,200	1,200
6399 - OTHER CHARGES	0		0		0		
6301 - OTHER EXPENDITURES	**13,776**	**1,500**	**3,045**	**3,200**	**1,882**	**6,500**	**6,500**
6301 - OTHER EXPENDITURES	**0**		**0**		**0**		
6300 - TOTAL OTHER EXPENDITURES	**13,776**	**1,500**	**3,045**	**3,200**	**1,882**	**6,500**	**6,500**
6300 - TOTAL OTHER EXPENDITURES	**0**		**0**		**0**		
6610 - DEPRECIATION	449,547	477,000	481,083	450,000	0	475,000	475,000
6601 - TOTAL DEPRECIATION	**449,547**	**477,000**	**481,083**	**450,000**	**0**	**475,000**	**475,000**
6600 - TOTAL DEPRECIATION	**449,547**	**477,000**	**481,083**	**450,000**	**0**	**475,000**	**475,000**
6730 - CAPITAL OUTLAY-TRANSPORTATION		0		22,500	21,797	0	0
6735 - CAPITAL OUTLAY-OTHER IMPROVEME	35,030	1,130,000	0	447,750	0	423,000	1,108,000
6740 - CAPITAL OUTLAY-MACH/EQ/OTHER					5,515		
6701 - TOTAL CAPITAL OUTLAY	**35,030**	**1,130,000**	**0**	**470,250**	**27,313**	**423,000**	**1,108,000**
6701 - TOTAL CAPITAL OUTLAY	**0**		**0**		**0**		
6801 - TOTAL CONSTRUCTION COSTS	**0**		**0**		**0**		
6801 - TOTAL CONSTRUCTION COSTS	**67,437**		**0**		**0**		
6800 - TOTAL CONSTRUCTION COSTS	**0**		**0**		**0**		
6800 - TOTAL CONSTRUCTION COSTS	**67,437**		**0**		**0**		
6700 - TOTAL CAPITAL OUTLAY	**35,030**	**1,130,000**	**0**	**470,250**	**27,313**	**423,000**	**1,108,000**
6700 - TOTAL CAPITAL OUTLAY	**67,437**		**0**		**0**		
6910 - BOND PRINCIPAL	0	225,000	0	230,000	0	240,000	240,000
6915 - DEBT SERVICE-OTHER	0	0	0	0	0	0	0
6901 - TOTAL DEBT SERVICE	**0**	**225,000**	**0**	**230,000**	**0**	**240,000**	**240,000**
6900 - TOTAL DEBT SERVICE	**0**	**225,000**	**0**	**230,000**	**0**	**240,000**	**240,000**
7015 - DEBT SERVICE-INTEREST	44,260	74,000	63,724	64,080	1,388	62,000	62,000
7020 - BOND PAYING AGENT FEES	425		425		0		
7001 - TOTAL INTEREST AND FISCAL FEES	**44,685**	**74,000**	**64,149**	**64,080**	**1,388**	**62,000**	**62,000**
7000 - TOTAL INTEREST AND FISCAL FEES	**44,685**	**74,000**	**64,149**	**64,080**	**1,388**	**62,000**	**62,000**
7110 - TRANSFER TO OTHER FUNDS	767,519	360,000	299,328	300,000	0	250,000	250,000
7125 - ADMINI CHARGE TO OTHER FUNDS	300,000		300,000		0		
7101 - TOTAL TRANSFERS	**1,067,519**	**360,000**	**599,328**	**300,000**	**0**	**250,000**	**250,000**
7100 - TOTAL TRANSFERS	**1,067,519**	**360,000**	**599,328**	**300,000**	**0**	**250,000**	**250,000**
6001 - EXPENDITURES	**1,684,571**	**2,684,360**	**1,300,470**	**1,757,375**	**78,962**	**1,814,972**	**2,499,372**

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 69: STORM DRAINAGE UTILITY - 5505
Public Works Department

COMPANY 5500: STORM DRAIN UTILITY

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
	SALARIES	-	-	-	-		
6110	Regular Employees	-	-	-	-	116,708	116,708
6113	Overtime - Reg	-	-	-	-	-	-
6123	Salaries - Other	-	-	-	-	2,334	2,334
6138	Medicare	-	-	-	-	1,726	1,726
6139	FICA	-	-	-	-	7,381	7,381
6141	Pension - PERA	-	-	-	-	8,631	8,631
6142	Worker's Compensation	-	-	-	-	2,042	2,042
6144	Long-Term Disability Insurance	-	-	-	-	345	345
6145	Hospital & Life Insurance	-	-	-	-	21,600	21,000
	Total	-	-	-	-	160,767	160,167
6211	**SMALL TOOLS & EQUIPMENT**						
	Small tools for water quality & Rain Barrels	-	1,000	1,000	800	800	800
	Replace Disolved Oxygen Meter	-	-	-	-	1,500	1,500
	Cartegraph License Purchase	-	-	1,100	1,100	1,100	1,100
	Total	-	1,000	2,100	1,900	3,400	3,400
6214	**CHEMICALS**						
	Anti-Icing Chemical	1,500	-	-	-		
	Alum	2,500	3,000	-	-		
	Barley Straw	-	800	-	-	600	600
	Total	4,000	3,800	-	-	600	600
6215	**EQUIPMENT - PARTS**						
	Pumps Seals, Impellers, Valves, etc.	8,000	8,000	8,200	8,000	8,000	8,000
	Air Relief Valve Parts	-	-	-	-	800	800
	Ford Pumping/Hose	-	900	-	-	-	-
	Total	8,000	8,900	8,200	8,000	8,800	8,800
6229	**GENERAL SUPPLIES**						
	Catch Basin Castings, Mortor, Rings	-	1,200	1,200	1,800	1,800	1,800
	Water Quality General Supplies	-	-	400	400	400	400
	Total	-	1,200	1,600	2,200	2,200	2,200
6235	**CONSULTANT SERVICES**						
	Drainage Modeling /TMDL Assistance	13,000	4,500	4,000	4,000	8,200	8,200
	2014 includes Scout Lake Management Plan						
	MN Stormwater Coalition	1,125	1,150	1,170	1,240	1,260	1,260
	SWPPP/Non-Degradation Plan	10,000	5,000	5,000	5,000	5,000	5,000
	Blackdog WMO Annual Dues	12,375	13,000	13,000	11,900	12,250	12,250
	Eng -Sediment Remove Long/Farq/P170	18,500	7,500	-	-	-	-
	Storm Water Management Coordination	6,000	-	-	-	-	-
	Water Quality Analysis & Testing	10,000	10,000	10,000	8,000	8,500	8,500
	Cartegraph Storm Data System	-	5,500	2,500	2,500	2,550	2,550
	Total	71,000	46,650	35,670	32,640	37,760	37,760
6239	**PRINTING/PUBLISHING**						
	Educational Mtls for MS4/Blue Thumb		1,500	1,500	1,500	1,500	1,500
	Educational Mtls for TMDL Requirement	1,000	850	850	700	720	720
	Total	1,000	2,350	2,350	2,200	2,220	2,220
6240	**C. SERVICE/GARBAGE REMOVAL**						
	Sump Catch Basin Matl Disposal	3,000	3,000	3,000	4,500	4,500	4,500
	Total	3,000	3,000	3,000	4,500	4,500	4,500
6249	**OTHER CONTRACTUAL SERVICES**						
	Lake WQ / TMDL Projects						
	>Alimagnet Projects (Per JPA Burnsville)	18,500	13,000	10,000	8,500	9,500	9,500
	>Keller Lake Projects (Per JPA Burnsville)	9,500	9,500	9,000	7,000	8,500	8,500
	>LacLavon Projects (Per JPA Burnsville)	3,500	5,000	6,000	2,500	5,500	5,500
	>Water Quality CAMP Program	3,000	3,000	3,050	2,500	2,600	2,600
	>Raingarden Workshop (w/SWCD)	1,500	1,000	1,000	1,000	700	700
	>Blue Thumb Annual Dues	-	-	-	-	500	500
	>Rain Garden/Shorline Grant Program	5,000	5,000	5,000	4,500	5,000	5,000
	>Wetland Health Eval. Program	4,500	2,700	2,700	3,080	3,000	3,000

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 69: STORM DRAINAGE UTILITY - 5505
Public Works Department

COMPANY 5500: STORM DRAIN UTILITY

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
6249	**OTHER CONTRACTUAL SERVICES cont.**						
	Long/Farquar TMDL Implement						
	>Fish Stocking	-	-	1,500	1,500	-	-
	>Fish Removal	8,500	4,500	8,500	6,000	-	-
	>Farquar Weed Harvesting	15,000	15,000	15,000	15,000	15,000	15,000
	>Long Lake Drawdown	-	-	1,800	1,800	1,800	1,800
	>Alum Treatment P12 and P170	-	-	35,000	25,250	11,650	11,650
	Storm System Operations						
	>Cobblestone - Inlet Purge	750	750	750	-	-	-
	>Trans Alarm Storm L.S. Monitoring	800	800	820	820	835	835
	>Alarm Phone Lines	840	840	850	850	865	865
	>Pennock Shores LS Pump Rehab	-	-	4,500	4,500	-	-
	>Cartegraph Maintenance Fee	-	-	2,000	2,000	2,050	2,050
	>Monitoring Equipment	5,000	5,000	1,200	1,200	1,200	1,200
	>Cobblestone Shorline Stabilization	5,000	-	-	-	-	-
	Total	81,390	66,090	108,670	88,000	68,700	68,700
6255	**UTILITIES - ELECTRIC**						
	Lift Stations-Storm	36,000	30,000	30,000	12,000	12,000	12,000
	Birger Pond - Elect. & Maint. w/Rsmt	800	800	800	800	800	800
	Total	36,800	30,800	30,800	12,800	12,800	12,800
6265	**REPAIRS - EQUIPMENT**						
	Lift Stations	8,000	12,000	12,250	12,000	12,000	12,000
	Electric Maintenance & Repair/TEGG	1,500	1,500	8,000	8,000	8,000	8,000
	Pump Inspection	1,000	1,000	1,100	1,100	1,100	1,100
	Lake Aeriation Equipment	-	-	-	385	400	400
	Cedar Knolls LS Valve Replacement	-	-	-	-	2,400	2,400
	Cedar Knolls Pump 2 Bracket Replacement	-	-	-	-	2,300	2,300
	Hannover LS Pump 1 & 2 Wear Ring Replace	-	-	-	-	3,000	3,000
	Hidden Ponds Pump 1 Wear Ring Replace	-	-	-	-	1,500	1,500
	Briar Oaks Pump Impeller Replace	-	-	1,500	1,500	-	-
	Alimagnet Valve Replacement	-	-	500	500	-	-
	Alimagnet Replace Wear Rings	-	10,000	-	-	-	-
	Alimagnet Upgrade Pump Cooling	-	500	-	-	-	-
	Start/Stop Delay Timer Programming	-	1,000	-	-	-	-
	Belmont Storm Lift Replace Controls/Cabinet	-	20,000	-	-	-	-
	Hidden Ponds Pump 2 Repair	-	6,000	-	-	-	-
	Total	10,500	52,000	21,350	23,485	30,700	30,700
6269	**REPAIRS - OTHER**						
	Repair Storm Sewer Pipes and Structures	10,000	10,000	10,000	10,000	10,000	10,000
	Catch Basin Casting Repairs	15,000	15,000	15,000	15,000	15,000	15,000
	Sediment Removal from Exist. Storm Ponds	-	25,000	-	-	-	-
	Moved to 6735	-					
	Sediment removal, restoration P-12, P170	-	150,000	-	-	-	-
	SCADA System Rehab w/water and sewer	5,900	-	-	-	-	-
	Hidden Ponds LS Backup Alarm Float	1,000	-	-	-	-	-
	Total	31,900	200,000	25,000	25,000	25,000	25,000
6275	**SCHOOL/CONF/EXP - LOCAL**						
	Wetland Training	-	250	255	250	250	250
	MECA Conference	-	200	200	200	200	200
	Water Resources Conf	-	320	325	250	250	250
	Erosion Control Training	-	300	325	325	325	325
	Total	-	1,070	1,105	1,025	1,025	1,025
6311	**INSURANCE**						
	Insurance	-	-	2,000	2,000	5,300	5,300
	Total	-	-	2,000	2,000	5,300	5,300
6399	**OTHER CHARGES**						
	Water Quality Permits (aquatic weed removal)		1,500	1,200	1,200	1,200	1,200
	Total	-	1,500	1,200	1,200	1,200	1,200

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 69: STORM DRAINAGE UTILITY - 5505
Public Works Department

COMPANY 5500: STORM DRAIN UTILITY

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
6610	**DEPRECIATION**						
	Depreciation	439,000	477,000	450,000	450,000	475,000	475,000
	Total	439,000	477,000	450,000	450,000	475,000	475,000
6725	**CAPITAL OUTLAY - OFFICE EQUIP**						
	None	-	-	-	-	-	-
	Total	-	-	-	-	-	-
6730	**CAPITAL OUTLAY - VEHICLES**						
	Replace Pick-up No. 601	-	-	22,500	22,500	-	-
	Total	-	-	22,500	22,500	-	-
6735	**CAPITAL OUTLAY - OTHER IMP**						
	Salt Brine Mixer Equipment	18,000	-	-			
	Annual Street Improvement Project	276,500	280,000	287,000	287,000	295,000	295,000
	2011 - Garden View Drive						
	2012 - JCRR and Overlay Areas						
	2013 - Greenleaf Neigh & Whitney Dr						
	2014 - 132nd Street, Galaxie to JCRR						
	2015 - Longridge 2nd Addition						
	Easement Acquisition	179,000	150,000	35,000	35,000	38,000	38,000
	Sediment Removal from Exist. Storm Ponds	25,000	-	25,750	25,750	26,000	26,000
	Belmont Storm Life SCADA	-	-	-	-	14,000	14,000
	HuntersWood Storm Lift Station SCADA	-	-	-	-	-	-
	Holyoke Neighborhood Flood Mitigation	-	575,000	-----> shift forward to 2014			575,000
	Shifted forward from 2012 to 2014 in progress						
	Quarry Ponds WQ Mod (Scope TBD)	-	-	-	-	50,000	50,000
	Long Lake Bioretention Retrofits (P12 Filter)	-	110,000	-----> shift forward to 2014/2015			110,000
	Storm Sewer Improvements		-	100,000	100,000	-	-
	Clean Material - Storage Pad	-	15,000	-	-	-	-
	Total	498,500	1,130,000	447,750	447,750	423,000	1,108,000
6910	**BOND PRINCIPAL**						
	Principal	85,000	225,000	230,000	230,000	240,000	240,000
	Total	85,000	225,000	230,000	230,000	240,000	240,000
7015	**BOND INTEREST**						
	Interest	12,320	74,000	64,080	64,080	62,000	62,000
	Total	12,320	74,000	64,080	64,080	62,000	62,000
7110	**TRANSFER TO OTHER FUNDS**						
	General Fund	300,000	300,000	300,000	300,000	250,000	250,000
	Sewer Fund	60,000	60,000	-	-	-	-
	Total	360,000	360,000	300,000	300,000	250,000	250,000
	TOTAL EXPENSES	$ 1,642,410	$ 2,684,360	$ 1,757,375	$ 1,719,280	$ 1,738,164	$ 2,423,164

Note: 2011, 2012: Storm drainage expenses transferred from 1500 and Sewer Utility to Storm Dranage Utility

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 3,311 street lights are located within the City. In 2011, costs and expenses related to street light operations were consolidated under this business unit 5800.

Dakota Electric Association maintains approximately 3,200 lights under a fixed rate program and the City owns and maintains approximately 184 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. Additional street lights were recently installed along the extension of Flagstaff Avenue from 140th Street to 147th Street. Approximately 66 new street lights were installed along Cedar Avenue during construction in 2011 and 2012.

MAJOR OBJECTIVES FOR 2014

The major objectives for 2014 within this business unit include completion of the Cedar Avenue Transitway Project and replacement of the street lighting system along County State Aid Highway 42. Staff will also establish a maintenance contract with an electrical contractor to assist with repairs to city-owned lights.

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Actual 2010	Actual 2011	Projected 2012	Projected 2013	Projected 2014
Number of DEA Street Lights	3,198	3,200	3,210	3,220	3,225
Number of City Street Lights	111	144	182	184	255
Principle Lighting Projects	LED Flagstaff	Cedar Phase1	Cedar Phase2 Flagstaff & 147th Street	Consolidate Bollards along Founders Cir	CSAH 42 Lighting Replacement

	Regular Status Personnel Schedule –FTE's			
Position Title	Adopted 2011	Adopted 2012	Adopted 2013	Adopted 2014
None	0	0	0	0

Summary Budget
Street Light Utility - 5800, Dept 62

	2010 Actual	2011 Adopted	2011 Actual	2012 Adopted	2012 Actual	2013 Adopted	2014 Proposed
Revenue:							
Utility Charges	465,552	425,000	440,362	465,000	454,477	465,000	479,600
Grants		-	-				
Other Revenue	2,821	-	-				
Investment Earnings	849	-	-	658			450
	469,222	425,000	440,362	465,658	454,477	465,000	480,050
Expenditures:							
Supplies	-	15,000	-	15,000	386	15,000	8,000
Contractual Serv.	10,619	9,500	5,225	6,200	2,327	6,500	27,000
Utilities for Resale	373,687	360,500	391,088	379,000	443,440	433,600	452,280
Other Exp.	-	1,800	1,800	1,800	1,800	1,900	1,900
Capital outlay	26,481	4,000	-	-	-	7,200	
Admin fee to Gen. Fund	-	-	-	-	-	-	-
Transfer to Sewer Fund	-	-	-	-	-	-	-
Total	410,787	390,800	398,113	402,000	447,953	464,200	489,180

Note: Prior to the 2011 budget the activity related to the operations of the street light utility was included within the water fund budget.

2014 Capital Outlay:

County Road 42 Street Light Replacement: The department request of $500,000 (prelim estimate) will be funded from the Electric Franchise Fee Fund.

City of Apple Valley
Budget Summary
2014 Budget
STREET LIGHT UTILITY

Object Account	2011 Actual	2012 Council Adopted Amended Budget	2012 Actual	2013 Council Adopted Original Budget	06/30/13 YTD Actual	2014 Dept Proposed	2014 Admin Recomm
6215 - EQUIPMENT-PARTS		15,000	386	15,000	0	8,000	8,000
6205 - SUPPLIES		15,000	386	15,000	0	8,000	8,000
6235 - CONSULTANT SERVICES	0	0	0	0	0	25,000	0
6237 - TELEPHONE/PAGERS					236		
6249 - OTHER CONTRACTUAL SERVICES	5,225	6,200	2,327	6,500	3,576	27,000	27,000
6230 - CONTRACTUAL SERVICES	5,225	6,200	2,327	6,500	3,812	52,000	27,000
6255 - UTILITIES-ELECTRIC	255	379,000	47,553	433,600	19,575	48,480	48,480
6250 - UTILITIES	255	379,000	47,553	433,600	19,575	48,480	48,480
6269 - REPAIRS-OTHER					0		
6260 - REPAIRS AND MAINTENA					0		
6200 - TOTAL OPERATING COSTS	5,481	400,200	50,266	455,100	23,387	108,480	83,480
6311 - INSURANCE-PROPERTY/LIABILITY	1,800	1,800	1,800	1,900	950	1,900	1,900
6301 - OTHER EXPENDITURES	1,800	1,800	1,800	1,900	950	1,900	1,900
6300 - TOTAL OTHER EXPENDITURES	1,800	1,800	1,800	1,900	950	1,900	1,900
6545 - NON-TAXABLE MISC FOR RESALE	390,833		395,887		178,980	403,800	403,800
6501 - TAXABLE/NON-TAXABLE MISC RESAL	390,833		395,887		178,980	403,800	403,800
6500 - TOTAL LIQUOR EXPENDITURES	390,833		395,887		178,980	403,800	403,800
6735 - CAPITAL OUTLAY-OTHER IMPROVEME	0	0	0	7,200	0	500,000	0
6701 - TOTAL CAPITAL OUTLAY	0	0	0	7,200	0	500,000	0
6700 - TOTAL CAPITAL OUTLAY	0	0	0	7,200	0	500,000	0
6001 - EXPENDITURES	398,113	402,000	447,953	464,200	203,317	1,014,180	489,180

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 62: STREET LIGHT UTILITY - 5805
(5801 Revenue, 5805 Expenses)
Public Works Department

Note: Separate street light utility budget not adopted for years prior to 2011 - this activity was included in the water/sewer fund in prior years

COMPANY 5800: STREET LIGHT UTILITY

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN RECOMMEND
4219	**REVENUE**						
	Street Light Utility Charges	$ (425,000)	$ (425,000)	$ (425,000)	$ (454,475)	$ (454,475)	$ (454,475)
	Electric Franchise Fee	$ -	-	-	-	(525,000)	(525,000)
	Total	$ (425,000)	$ (425,000)	$ (425,000)	$ (454,475)	$ (979,475)	$ (979,475)
6215	**EQUIPMENT - PARTS**						
	Light Bollards Founders Ln-Damaged Equip	$ 7,000	7,000	7,000	3,500	3,500	3,500
	City Owned Street Lights - Damaged Equip	$ 8,000	8,000	8,000	4,500	4,500	4,500
	Total	$ 15,000	$ 15,000	$ 15,000	$ 8,000	$ 8,000	$ 8,000
6235	**CONSULTANT SERVICES**						
	LED Street Light Pilot Study - Flagstaff Ave	$ 3,500	-	-	-		
	Design for CR 42 Street Light Replacement Proj	$ -	-	-	-	25,000	Elec Fran Fee
	Total	$ 3,500	$ -	$ -	$ -	$ 25,000	$ -
6249	**OTHER CONTRACTUAL SERVICES**						
	Gopher State One Call Locates City-owned	$ 1,000	1,200	1,500	2,500	2,500	2,500
	Electric Locating Service	$ -	$ -	$ -	$ 5,500	$ 8,000	$ 8,000
	Electrician - Repair Damaged City-owned Lights	$ 5,000	5,000	5,000	5,000	5,000	5,000
	Cedar Ave Street Light Maint Contract	$ -	-	-	-	11,500	11,500
	Total	$ 6,000	$ 6,200	$ 6,500	$ 13,000	$ 27,000	$ 27,000
6255	**UTILITIES - ELECTRIC**						
	Dakota Electric and Xcel Energy - O&M Lights	$ 360,500	375,000	433,600	-	-	-
	Operation and Maint of Street Lights						
	Electric for Traffic Signals - City + County		4,000		48,000	48,480	48,965
	Total	360,500	379,000	433,600	48,000	48,480	48,480
6311	**INSURANCE**						
	Street Lights (from 5305)	$ 1,800	1,800	1,900	1,900	1,900	1,900
	Total	$ 1,800	$ 1,800	$ 1,900	$ 1,900	$ 1,900	$ 1,900
6545	**NON-TAXABLE MISC FOR RESALE**						
	Street Light Electric Charges	$ -	-	-	399,800	403,800	403,800
	Total	$ -	$ -	$ -	$ 399,800	$ 403,800	$ 403,800
6735	**CAPITAL OUTLAY - OTHER IMP**						
	LED Street Light Pilot Study - Flagstaff Ave	$ 4,000	-	-			
	Street Lights Flagstaff South of CR42	-	-	7,200	7,200	-	-
	County Road 42 Street Light Replacement Proj	-	-	-	-	500,000	Elec Fran Fee
	Total	$ 4,000	$ -	$ 7,200	$ 7,200	$ 500,000	$ -
	TOTAL EXPENSES	$ 390,800	$ 402,000	$ 464,200	$ 477,900	$ 1,014,180	$ 489,180
	REVENUE	$ (425,000)	$ (425,000)	$ (425,000)	$ (454,475)	$ (979,475)	$ (979,475)

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 2014

In 2013, the City completed acquisition of the land extending to the future alignment of Embry Path. This acquisition established the final boundary of the cemetery and provides space to accommodate interment needs for the next 100 years. The conversion of cemetery records to the Cartegraph program is planned for 2014.

IMPACT MEASURES / PERFORMANCE INDICATORS

Item	Actual 2010	Actual 2011	Actual 2012	Estimated 2013	Projected 2014
Lot / Niche Sales – Resident	36	36	47	41	42
Lot / Niche Sales – Non Resident	8	20	23	15	15
Lot / Niche Sales Total	44	56	70	57	57
Number of Burials	36	38	43	42	42

		Regular Status Personnel Schedule –FTE's		
Position Title	Adopted 2011	Adopted 2012	Proposed 2013	Proposed 2014
None – See Public Works	0	0	0	0

Summary Budget
Department 60 Cemetery

	2011 Adopted	2011 Actual	2012 Adopted	2012 Actual	2013 Adopted	2014 Proposed
Revenue:						
Sales	88,200	86,625	88,200	127,735	88,200	88,000
Other Revenues	2,000	27,660	2,000	980	2,000	2,000
Investment Earnings	10,000	28,401	10,500	12,883	10,500	9,000
	100,200	142,686	100,700	141,598	100,700	99,000
Expenditures:						
Salaries & Wages	1,313	942	1,328	1,770	1,300	6,120
Emp. Benefits	195	166	242	321	202	955
Supplies	13,005	2,968	6,155	7,513	7,550	11,125
Contractual Serv.	32,825	24,850	32,010	29,652	32,875	30,925
Utilities	850	838	2,065	856	2,040	1,610
Repairs & Maint.	300	2,168	325	3,502	400	1,100
Training/Travel/Dues	1,175	652	1,310	418	1,265	1,270
Other Exp.	15,305	7,338	10,455	-	9,913	8,535
Depreciation	13,500	17,723	14,700	19,136	16,100	19,065
Capital outlay	18,200	2,608	4,500	-	175,000	-
Total	96,668	60,253	73,090	73,090	246,645	80,705

2014 Capital Outlay:

None

City of Apple Valley
Budget Summary
2014 Budget
CEMETERY

Object Account	2011 Actual	2012 Council Adopted Amended Budget	2012 Actual	2013 Council Adopted Original Budget	06/30/13 YTD Actual	2014 Dept Proposed	2014 Admin Recomm
6113 - OVERTIME-REGULAR EMPLOYEES	942	1,300	1,770	1,300	888	6,120	6,120
6123 - SALARY-OTHER		28		0		0	0
6105 - SALARIES AND WAGES	942	1,328	1,770	1,300	888	6,120	6,120
6138 - MEDICARE	12	19	24	19	12	90	90
6139 - FICA	53	82	103	81	51	380	380
6141 - PENSIONS-PERA	68	96	128	94	64	450	450
6142 - WORKERS COMPENSATION	33	45	65	8	35	35	35
6125 - EMPLOYEE BENEFITS	166	242	321	202	163	955	955
6100 - TOTAL PERSONNEL SERVICES	1,109	1,570	2,091	1,502	1,051	7,075	7,075
6210 - OFFICE SUPPLIES	0		42		17		
6211 - SMALL TOOLS & EQUIPMENT	934	300	66	1,000	0	6,825	6,825
6229 - GENERAL SUPPLIES	2,034	5,855	4,105	6,550	571	4,300	4,300
6229 - GENERAL SUPPLIES	150		0		0		
6205 - SUPPLIES	2,968	6,155	4,213	7,550	588	11,125	11,125
6205 - SUPPLIES	150		0		0		
6231 - LEGAL SERVICES			3,142	900	105	250	250
6235 - CONSULTANT SERVICES	1,286	1,800	1,749	700	0	700	700
6235 - CONSULTANT SERVICES			210		0		
6239 - PRINTING	0	275	190	225	0	200	200
6240 - CLEANING SERVICE/GARBAGE			26		0		
6249 - OTHER CONTRACTUAL SERVICES	23,565	29,935	24,545	31,050	3,200	24,625	29,775
6230 - CONTRACTUAL SERVICES	24,850	32,010	29,652	32,875	3,305	25,775	30,925
6230 - CONTRACTUAL SERVICES	0		210		0		
6255 - UTILITIES-ELECTRIC	838	965	856	965	350	1,000	1,000
6257 - UTILITIES-PROPANE/WATER/SEWER		1,100		1,075	19	610	610
6250 - UTILITIES	838	2,065	856	2,040	369	1,610	1,610
6265 - REPAIRS-EQUIPMENT	0	325	125	400	0	1,100	1,100
6269 - REPAIRS-OTHER	2,168		3,377		0		
6260 - REPAIRS AND MAINTENA	2,168	325	3,502	400	0	1,100	1,100
6275 - SCHOOLS/CONFERENCES/EXP LOCAL	0	100	325	0	0	0	0
6276 - SCHOOLS/CONFERENCES/EXP OTHER	406	850	0	865	0	865	865
6277 - MILEAGE/AUTO ALLOWANCE	11	235	33	275	45	275	275
6280 - DUES & SUBSCRIPTIONS	234	125	60	125	0	130	130
6270 - TRAINING/TRAVEL/DUES	652	1,310	418	1,265	45	1,270	1,270
6200 - TOTAL OPERATING COSTS	31,476	41,865	38,639	44,130	4,307	40,880	46,030
6200 - TOTAL OPERATING COSTS	150		210		0		
6312 - TAXES/SPECIAL ASSESSMENTS					975		
6324 - CREMATION VAULTS	0	1,440	885	1,200	0	1,000	1,000
6325 - COLUMBARIUM	3,273	3,375	4,537	3,935	1,499	3,935	3,935
6326 - CREMATION BOULDER	4,067	5,640	3,895	4,778	3,468	3,600	3,600
6333 - GENERAL-CASH DISCOUNTS	-1		-17		-0		
6301 - OTHER EXPENDITURES	7,338	10,455	9,301	9,913	5,941	8,535	8,535
6610 - DEPRECIATION	17,723	14,700	19,136	16,100	9,454	19,065	19,065
6600 - TOTAL DEPRECIATION	17,723	14,700	19,136	16,100	9,454	19,065	19,065
6740 - CAPITAL OUTLAY-MACH/EQ/OTHER	2,608	4,500	0	175,000	0	5,150	0
6701 - TOTAL CAPITAL OUTLAY	2,608	4,500	0	175,000	0	5,150	0
6801 - TOTAL CONSTRUCTION COSTS	8,600		0		0		
6800 - TOTAL CONSTRUCTION COSTS	8,600		0		0		
6700 - TOTAL CAPITAL OUTLAY	11,208	4,500	0	175,000	0	5,150	0
7101 - TOTAL TRANSFERS	0		0		0		
7100 - TOTAL TRANSFERS	0		0		0		
6001 - EXPENDITURES	69,004	73,090	69,377	246,645	20,754	80,705	80,705

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 60: CEMETERY - 5605
Public Works Department

COMPANY 5600: CEMETERY FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN REC
	SALARIES						
6110	Regular Employees						
6113	Overtime - Regular	1,300	1,300	1,300	1,700	6,120	6,120
6114	Overtime - Temp	-	-	-			
6123	Salaries - Other	13	28				
6138	Medicare	19	19	19	25	90	90
6139	FICA	81	82	81	105	380	380
6141	Pension - PERA	95	96	94	125	450	450
6142	Worker's Compensation	-	45	8	10	35	35
6144	Long-term Disability Insurance	-	-	-			
6145	Hospital & Life Insurance	-	-	-			
	Total	1,508	1,570	1,501	1,965	7,075	7,075
6211	**SMALL TOOL & EQUIPMENT**						
	Hand Tools	300	300	300	300	300	300
	24" Auger for Cremation Burials	600	-	-	-	-	-
	Blower Vac			330	330		
	Hedge Trimmer			250	250		
	Wheelbarrow			120	120		
	Ground Thawing Equip - Replacement	-	-	-	-	5,900	5,900
	Cartegraph/GIS License	-	-	-	-	625	625
	Total	900	300	1,000	1,000	6,825	6,825
6229	**GENERAL SUPPLIES**						
	Tree/Shrub/Annual Flower Replacement	3,355	3,355	3,300	1,500	1,800	1,800
	Pulverized Dirt	500	500	500	500	500	500
	Seed	500	500	500	500	500	500
	Flags, Carpet, Wood, etc.	1,000	1,000	1,000	1,000	1,000	1,000
	Hydroseed Supplies	500	500	500	500	500	500
	Plant Trees	6,250	-	-	-	-	-
	Bench for central area			750	-	-	-
	Total	12,105	5,855	6,550	4,000	4,300	4,300
6231	**LEGAL SERVICES**						
	Legal Services Fees	-	-	900	2,500	250	250
	Total	-	-	900	2,500	250	250
6235	**CONSULTANT SERVICES**						
	General Engineering & Surveying	3,000	1,800	700	700	700	700
	Total	3,000	1,800	700	700	700	700
6239	**PRINTING/PUBLISHING**						
	News Ads, Brochures, Deeds, etc.	275	275	225	200	200	200
	Master Plan	50	-	-	-	-	-
	Total	325	275	225	200	200	200
6249	**OTHER CONTRACTUAL SERVICES**						
	Grave Excavation	13,500	13,500	13,550	11,750	12,250	12,250
	Tree Removal, Clearing of Acquired Prop	-	-	-	-	-	4,500
	Rehab Planting Areas	-	4,500	-	-	-	650
	Cartegraph Maintenance Fee			500	500	575	575
	Lawn Service	13,000	16,435	17,000	11,500	11,800	11,800
	Weed Control and Fertilizer	3,000	-	-			
	Total	29,500	34,435	31,050	23,750	24,625	29,775
6255	**UTILITIES - ELECTRIC**						
	Lighting	700	700	700	875	895	895
	Irrigation	-	265	265	100	105	105
	Total	700	965	965	975	1,000	1,000
6257	**UTILITIES - OTHER**						
	LP for Thawing Ground	150	150	125	125	125	125
	Water for Irrigation	-	950	950	475	485	485
	Total	150	1,100	1,075	600	610	610

CITY OF APPLE VALLEY
2014 BUDGET
ACCOUNT DETAIL

DEPT 60: CEMETERY - 5605
Public Works Department

COMPANY 5600: CEMETERY FUND

JDE ACC'T	DESCRIPTION	2011 COUNCIL ADOPTED	2012 COUNCIL ADOPTED	2013 COUNCIL ADOPTED	2013 YEAR END PROJECTED	2014 DEPT PROP	2014 ADMIN REC
6265	**REPAIRS - EQUIPMENT**						
	Fencing, Misc.	300	325	400	350	350	350
	Parking Lot Lights	-	-	-	750	750	750
	Total	300	325	400	350	1,100	1,100
6275	**SCHOOL/CONF/EXP - LOCAL**						
	General Training	100	100	-	-	-	-
	Total	100	100	-	-	-	-
6276	**SCHOOL/CONF/EXP - OTHER**						
	MAC Conference	850	850	865	865	865	865
	Total	850	850	865	865	865	865
6277	**MILEAGE/AUTO ALLOWANCE**						
	MAC Conference	100	200	230	230	230	230
	Other	-	35	45	45	45	45
	Total	100	235	275	275	275	275
6280	**DUES & SUBSCRIPTIONS**						
	MN Association of Cemeteries	125	125	125	125	130	130
	Total	125	125	125	125	130	130
6324	**CREMATION VAULTS**						
	Purchase vaults	1,440	1,440	1,200	1,000	1,000	1,000
	Total	1,440	1,440	1,200	1,000	1,000	1,000
6325	**COLUMBARIUM**						
	Niche Plaques	3,150	2,100	2,660	2,660	2,660	2,660
	Vases	1,275	1,275	1,275	1,275	1,275	1,275
	Total	4,425	3,375	3,935	3,935	3,935	3,935
6326	**CREMATION BOULDERS**						
	Individual	2,775	-	-	-	-	-
	Companion	3,600	1,300	-	-	-	-
	Scrolls	2,880	2,880	3,300	2,500	2,500	2,500
	Emblems	600	600	678	600	600	600
	Portraits	860	860	800	500	500	500
	Total	10,715	5,640	4,778	3,600	3,600	3,600
6610	**DEPRECIATION**						
		13,500	14,700	16,100	19,065	19,065	19,065
	Total	13,500	14,700	16,100	19,065	19,065	19,065
6740	**CAPITAL OUTLAY - OTHER ITEMS**						
	Tree Removal, Clearing of Acquired Prop	-	-	-	-	4,500	-
	Grading of Acquired Property	-	-	-	-	-	-
	Rehab Planting Areas	-	4,500	-	-	650	-
	Irrigation (postponed project from 2010)	7,000	-	-	-	-	-
	4 Benches - Columb & Parking Areas	-	-	-	-	-	-
	Concrete Boulder Area - Walkway	1,200	-	-	-	-	-
	Concrete Walkway between Addn 11&10	10,000	-	-		-	-
	Land Acquisition 3 acres			175,000	157,000	-	-
	Total	18,200	4,500	175,000	157,000	5,150	-
	Total Net of Personnel	96,435	76,020	245,143	219,940	73,630	73,630
	TOTAL EXPENSES	$ 97,943	$ 77,590	$ 246,644	$ 221,905	$ 80,705	$ 80,705