City of ADELANTO

CITY COUNCIL AGENDA REPORT

ADELANTO GOVERNMENTAL CENTER | 11600 AIR EXPRESSWAY | ADELANTO, CALIFORNIA 92301

DATE: July 12, 2017

TO: Honorable Mayor and City Council Members

FROM: G. Michael Milhiser, Interim City Manager

BY: Penny Rose, Accounting Specialist

SUBJECT: PUBLIC HEARING: APPROVAL OF VARIOUS RESOLUTIONS ADOPTING ALL AGENCY BUDGETS FOR FISCAL YEAR 2017-2018

STAFF RECOMMENDATION:

Acting as the City Council; the Adelanto Community Benefit Corporation; and the Successor Agency: Adopt City Resolution No. 17-32 as presented.
Acting as the APUA Board: Adopt APUA Resolution No. 17-05 as presented.

BACKGROUND:

Annually, staff is required by the Adelanto Municipal Code to present budgets for the City of Adelanto, the Adelanto Public Utilities Authority, and the Adelanto Community Benefit Corporation, prior to the start of authorized transactions for the fiscal year effected.

The Draft Budget was presented June 28, 2017 for direction to move forward with the public hearing and final budget presentation; and City Council made no corrections to the draft. Staff has made various distribution corrections or adjustments to the draft and a line-item change report is attached to this staff report.

The budgets being presented for adoption include revisions to the draft as outlined by line item and attached to this staff report for your review. Staff feels that the revisions will better reflect new revenue information as presented June 28th and expenditure detail that better reflects the activity by department distribution.

GENERAL FUND
The budget for the City's General Fund accounts for administration, public safety, building and development, maintenance, community centers, and other needs within the City. The budget this year is balanced with the use of committed revenue from developers.

SPECIAL FUNDS

Special Funds have been set aside to account for various purposes, and are outlined in Section 5A of the Budget package for fiscal year 2017-18.

ENTERPRISE FUNDS

The Adelanto Public Utility Authority consists of the Water Authority and the Sewer Authority, and accounts for the revenues and expenditures of those funds which are similar in nature to that of private business enterprises.

OTHER FUNDS

The Adelanto Community Benefit Corporation is a California is a non-profit corporation established for the purpose of advancing the overall well0being and to improve the quality of life for Adelanto Citizens.

The Successor Agency was formed when California State dissolved local redevelopment agencies, and this fund is used to account for property tax allocations to pay for debt service of the former Adelanto Redevelopment Agency.

FISCAL IMPACT:

The City General Fund net revenues are expected to exceed expenditures for FY18 by $400,248

The most notable Special Fund deficit spending budgets are in the:

1. Drainage Impact fund with a loan to the General Fund out of the Fund Balance for a Security and Technology package, previously approved by City Council.
2. Traffic Impact Fund who is scheduled to use money accumulated in its fund balance for the completion of the Mojave-Hwy 395 widening project.
3. Gas Tax Fund where we will continue to use some of its fund balance each year for street maintenance and/or improvement.
4. Measure I Fund will use the remainder of previously approved costs for the completion of the Mojave-Hwy 395 widening project, that has been set aside for that purpose in that fund balance.

ATTACHMENTS:

1. All Agency Budgets for FY 2017-2018
2. Line Item changes report (Draft to Final)
3. City of Adelanto, and Other Funds Budget Resolution No. 17-32
4. Adelanto Public Utility Authority Budget Resolution No. 17-05
5. Exhibit "A" Compensation Rates for Municipal Employees for FY 17-18

City of ADELANTO

2017—2018 ANNUAL CITY OF ADELANTO

BUDGET REPORT

2017-2018

CITY OF ADELANTO

BUDGET FOR FISCAL YEAR 2017-18

City of ADELANTO

CITY OF ADELANTO BUDGET FY17/18

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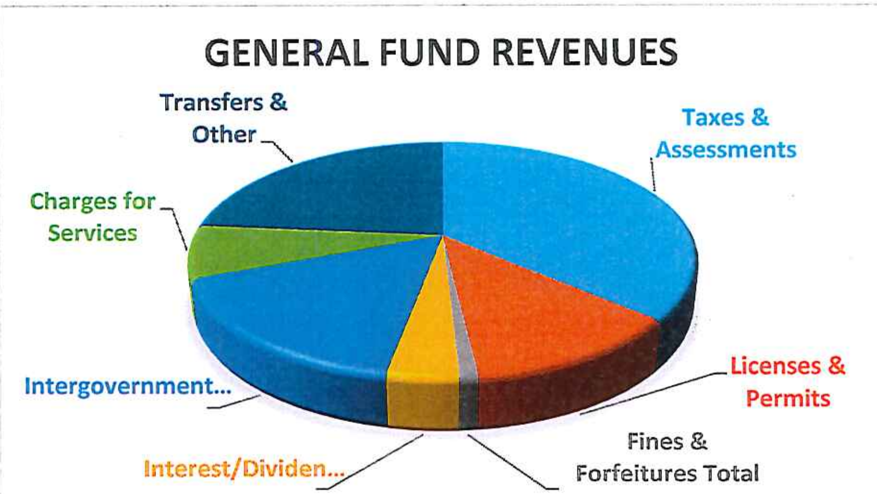
CITY MANAGERS MESSAGE

SECTION 1

City Manager's Budget Message

Honorable Mayor and City Councilors
Citizens of the City of Adelanto

I am pleased to present for your consideration the Fiscal Year 2017-18 Annual Budget for the City of Adelanto, the Adelanto Public Utility Authority, the Adelanto Community Benefit Corporation, and the Successor Agency for the Redevelopment Agency for the City of Adelanto. The City continues to make a great deal of progress in improving its financial situation, and it is with great pleasure to report that anticipated revenues will exceed expenditures for the upcoming fiscal year.



Projectable, ongoing revenues remain relatively stagnant, with overall General Fund revenues staying comparatively even except for Measure R tax revenue. Taxation measures have recently passed and it is hoped that revenues will see significant increases once those businesses that have been approved to cultivate medical marijuana are required to submit tax payments.

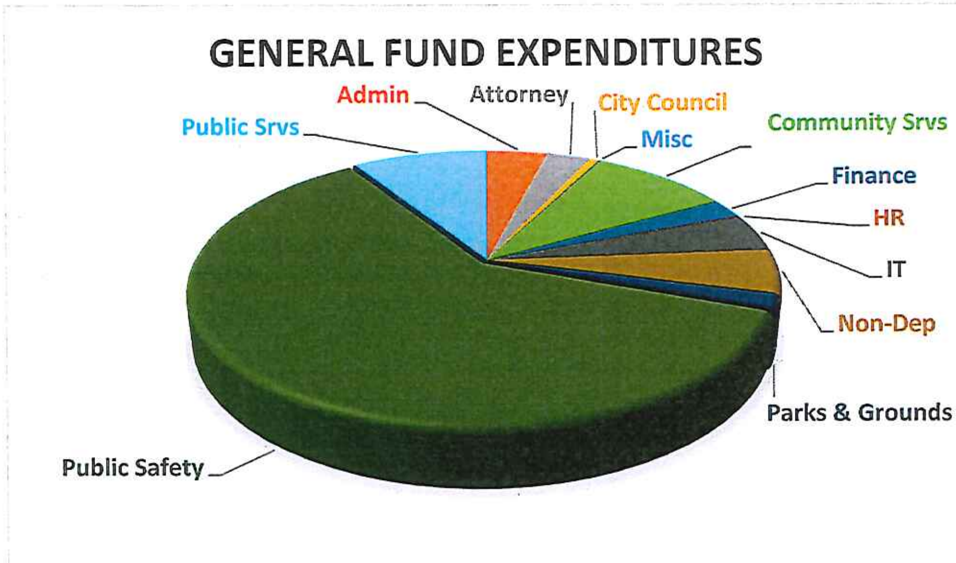
Following are several changes affecting the City in Fiscal Year 2017-18:

- The City has entered into a new contract for the use of our stadium, bringing in a new baseball team. In lieu of rent we will receive a percentage of revenues. This new contract will result in a significant savings to the City and will potentially lead to a profit.
- On July 1, 2017, San Bernardino County Fire will be staffing one additional Type 1 engine at Station 322, doubling our fire protection services. Both units will be staffed with a Captain, Engineer and a Fire Fighter Paramedic, for a total of 6 full-time personnel on duty per 24 hour shift.
- As of June 5, 2017 the City terminated the water customer service contract and hired City employees to provide the services.
- In an effort to increase transparency and better serve the community, the City website has been updated and re-designed.

Conclusion

We are looking ahead and project Measure R revenues to increase in the future. We have begun preliminary planning and prioritizing for much needed capital improvement projects. We will present these future projects to the City Council as appropriate when revenues are realized.

I want to thank the City Council for having confidence in Staff's work and participating in the budget process, and for their efforts in finding new revenue sources so that the City can continue to serve its residents and businesses to the best of it's ability. I would also like to thank the Staff who put countless hours into this budget. I anticipate an exciting year as we are starting to see an increase in development and growth to the City.



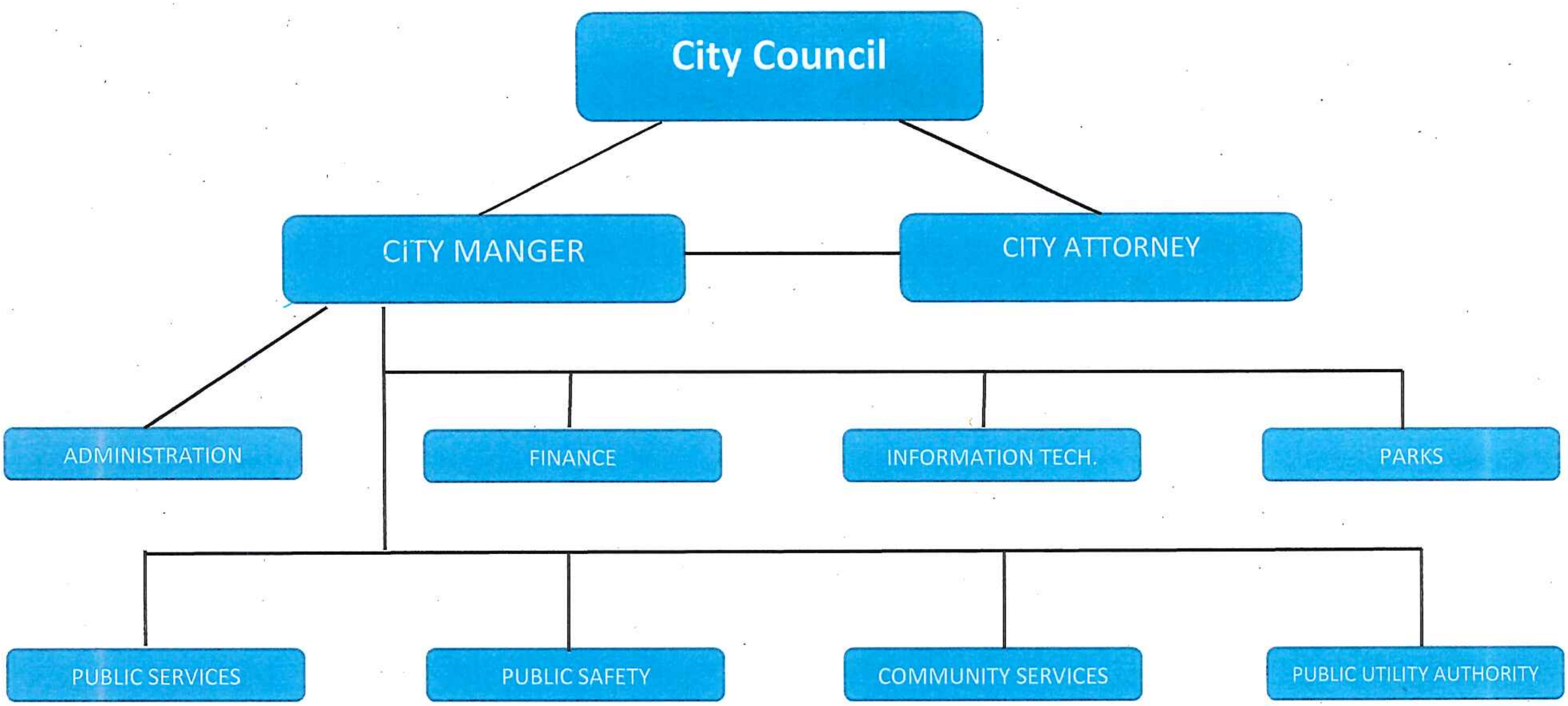
Respectfully,

Michael Milhiser
City Manager

ORGANIZATION CHART

SECTION 2

CITY OF ADELANTO ORGANIZATION CHART



CONSOLIDATED BUDGET SUMMARY

SECTION 3

FY 2017-18 Annual Budget Summary

Account	Account Description	Estimated Beginning Fund Balance	Budget Fy17/18 Revenues	Budget Fy17/18 Expenditures	Net Revenues over Expenditures	Estimated Ending Fund Balance
	REVENUE AND EXPENDITURE SUMMARY					
TOTAL GENERAL FUND		$4,778,895	$18,358,970	$17,958,722	$400,248	$5,179,143
SPECIAL REVENUE FUNDS						
Fund	200 - Adelanto Stadium Totals	($3,303,149)	$20,000	$30,000	($10,000)	($3,313,149)
Fund	201 - Park Development Impact Fund Totals	$1,525,452	$193,486	$40,000	$153,486	$1,678,938
Fund	202 - Drainage Impact Fund Totals	$4,666,975	$335,677	$436,786	($101,109)	$4,565,866
Fund	203 - Traffic Impact Fund Totals	$3,785,926	$380,688	$2,900,000	($2,519,312)	$1,266,614
Fund	204 - Fire Mitigation Impact Fund Totals	$221,086	$25,556	$0	$25,556	$246,642
Fund	210 - Gas Tax Fund Totals	$981,247	$605,325	$900,000	($294,675)	$686,572
Fund	211 - Aritcle 8 Fund Totals	$410,516	$0	$20,000	($20,000)	$390,516
Fund	220 - Federal Grants Totals	$174,344	$15,000	$12,000	$3,000	$177,344
Fund	222 - State/County Grants Totals	$4,798	$0	$0	$0	$4,798
Fund	223 - Community Devlp Block Grant_CDBG Totals	$2,144	$290,652	$290,652	$0	$2,144
Fund	224 - AQMD/Calif. AB Distributions Totals	$181,609	$12,000	$6,000	$6,000	$187,609
Fund	226 - Police Asset Seizure Totals	$16,122	$0	$0	$0	$16,122
Fund	227 - Public Safety 1/2 Cent Totals	$54,542	$127,500	$125,000	$2,500	$57,042
Fund	228 - Traffic Offender Fund Totals	$24,673	$8,000	$5,000	$3,000	$27,673
Fund	229 - SLEOC Fund Totals	$112,313	$100,000	$100,000	$0	$112,313

City of ADELANTO

FY 2017-18 Annual Budget Summary

Account	Account Description	Estimated Beginning Fund Balance	Budget Fy17/18 Revenues	Budget Fy17/18 Expenditures	Net Revenues over Expenditures	Estimated Ending Fund Balance
	REVENUE AND EXPENDITURE SUMMARY					
Fund	233 - Measure I-1990-2010 Fund Totals	$2,316,837	$350	$0	$350	$2,317,187
Fund	235 - Measure I-2010-2040 Fund Totals	$1,647,206	$600,250	$830,000	($229,750)	$1,417,456
Fund	240 - CFD Totals	$152,171	$746,000	$732,000	$14,000	$166,171
Fund	241 - LLMD Annexation Fund Totals	$109,441	$173,000	$150,000	$23,000	$132,441
TOTAL SPECIAL REVENUE FUNDS		$13,084,253	$3,633,484	$6,577,438	($2,943,954)	$10,140,299
ENTERPRISE FUNDS						
Fund	353 - AWA_Water Totals	$24,174,827	$8,729,500	$8,542,533	$186,967	$24,361,794
Fund	360 - APUA_Sewer Totals	$3,863,201	$6,800,000	$4,542,761	$2,257,239	$6,120,440
TOTAL ENTERPRISE FUNDS		$28,038,028	$15,529,500	$13,085,294	$2,444,206	$30,482,234
OTHER FUNDS						
Fund	471 - Adelanto Community Benefit Corp. Totals	$38,223	$65,000	$50,000	$15,000	$53,223
Fund	475 - Assessment District A1 Totals	$1,297,580	$0	$0	$0	$1,297,580
Fund	490 - Luetke Foundation Fund Totals	$22,782	$0	$0	$0	$22,782
Fund	580 - Sucessor Agency FY2012 and on Totals	($2,799,171)	$4,491,198	$4,420,198	$71,000	($2,728,171)
TOTAL OTHER FUNDS		($1,440,586)	$4,556,198	$4,470,198	$86,000	($1,354,586)
TOTAL CITY BUDGET		$44,460,590	$42,078,152	$42,091,652	($13,500)	$44,447,090

GENERAL FUND

DEPARTMENT

FUNCTIONS AND STAFFING

SECTION 4A

City of ADELANTO

GENERAL FUND DEPARTMENT FUNCTIONS AND STAFFING

CITY COUNCIL FUNCTIONS

- Continue to investigate new methods of service delivery and operations, in order to assure the best possible services to the residents of Adelanto.
- Advocate federal and state legislation to improve the financial stability of the City and to provide more flexibility to the City in addressing local problems and concerns.
- Promote a positive image of the community both within and outside its boundaries. Seek ways to stabilize and improve the City's economic base.
- Improve communications and relationships between the City, the Chamber of Commerce, Adelanto School District, the County of San Bernardino, the State of California and the City's residents.

ELECTED OFFICIALS

- Mayor
- Mayor Pro Tem
- City Councilors (3)

ADMINISTRATION DEPARTMENT FUNCTIONS

- The Administration Department consists of the City Management and City Clerk functions.
- The City Manager serves as the Chief Executive Officer for the City of Adelanto and as Executive Director of the Successor Agency and Public Financing Authority. The City Manager's office is responsible for the day-to-day efficient performance of all city operations, implementing Council policy, formulating staff recommendations to Council on policy matters.
- The City Clerk serves as Records Manager for the Citywide Records-Information Program and serves as a depository for all official documents and records. The City Clerk's office ensures that the ordinances, resolutions, and minutes are processed and maintained in accordance with State law. The City Clerk maintains the City seal, prepares formal Proclamations, and administers oaths. The City Clerk is the Elections Administrator, conducting municipal and special elections and is the represents the City as Risk Manager on the board of the joint power insurance authority.

ADMINISTRATION DEPARTMENT FUNCTIONS- Continued

EMPLOYEE POSITIONS

- City Manager (1)
- City Clerk/Director of Administrative Services (1)
- Deputy City Clerk/Admin. Analyst (1)
- Executive Assistant (.75)
- Sr. Administrative Specialist (.25)

FINANCE DEPARTMENT FUNCTIONS

- The Finance Department is responsible for the control of all financial activities of the City; gives administrative support and direction to the various City and Agency departmental programs, and the planning process for the annual budget, and includes treasury functions.
- The Finance Department is responsible purchasing oversight, accounts receivable, accounts payable, payroll functions, workers compensation administration, grant and special project accounting. It performs limited HR functions, and administers contracted Human Resource services.
- The Finance Department is responsible for submitting Federal and State required reports, compiling financial statement information and supporting schedules for the preparation of Agency and Consolidate City Financial Reports.

EMPLOYEE POSITIONS

- Accounting Supervisor (1)
- Sr. Management Analyst (.25)
- Finance Specialist-HR (1)
- Finance Analyst (1)
- Sr. Administrative Specialist (.25)
- Account Clerk III (.50)

CONTRACTED SERVICES

- M Jack Brooks, JD – Shally Lin, Finance Director and Lily Fang, Assistant Finance Director

CITY ATTORNEY FUNCTIONS

- The City Attorney acts as the legal advisor to all officers and employees of the City.
- To render legal opinions and deliver legal services as requested by authorized City officials.
- To review and prepare agreements or contracts to be executed by the City.
- To attend all City Council meetings or other meetings required by law.
- Review and advise the City Council and Administration about all claims filed against the City.

CONTRACTED SERVICES

- Curtis Wright, City Attorney – Silver & Wright LLP
- Saul Rostamian, Special Council – Winston & Strawn LLP

INFORMATION TECHNOLOGY DEPARTMENT FUNCTIONS

- The IT Departments is responsible for the purchase and maintenance of all City equipment, including cell phones, the phone system of the City, copies, printers, computers and other equipment. The IT Department also monitors computer software programs and the annual maintenance cost of such software. They are also responsible for posting important information to the City's website under the direction of the City Manager.
- The IT Department is responsible for SCADA monitoring, and Utility Billing and Receivable interface software web and payment portals, as well as overseeing and monitoring security and safety equipment and software.
- The IT Department is also responsible for management of all electronic media presentations to the public on behalf of the City, such as: City Council Meetings, Movies in the Park, and all special events hosted by the City.

EMPLOYEE POSITIONS

- Information Technology Supervisor (1)
- Information Technology Specialist (1)

NON-DEPARTMENT FUNCTIONS

- The purpose of the Non-Department is to provide a cost center for a number of City expenses not directly attributable to the operations of other City departments. These include maintenance of City Hall, expenses for community events, and memberships and dues for a variety of governmental associations.
- Provide for janitorial and maintenance services of City Hall and Police Department.
- Provide for the general liability insurance of the City as a whole.
- Provide for administrative support to City Departments.
- Provides for payments of retirements insurance and PERS benefits

PARKS DEPARTMENT FUNCTIONS

- Ensure that all park land areas are maintained in the highest quality for the community.

EMPLOYEE POSITIONS

- Maintenance Workers (2)
- Provisional Part-time Groundskeeper (.48)

PUBLIC SERVICES DEPARTMENT FUNCTIONS

- The Public Services Department is the consolidation of the Street, Facility Maintenance, Lighting and Landscaping Maintenance Districts, and Vehicle Maintenance programs of the City.
- Its purpose is as follows: maintain City streets and sidewalks, maintaining a clean and aesthetically pleasing landscaped district for the public for all established landscaping and lighting districts, repairing and maintaining City vehicles and equipment, maintain all City facilities, including buildings, playground equipment, and restrooms.
- I shares responsibility with the 28th Agriculture District (Fairgrounds) for major repair and maintenance of the Stadium.

PUBLIC SERVICES DEPARTMENT FUNCTIONS-Continued

EMPLOYEE POSITIONS

- Public Services Manager/EOC Operations Coordinator (1)
- Public Services Supervisor (1)
- LLMD Groundskeeper
- Maintenance Workers (11)
- Lead Mechanic (1)
- Provisional Part-time Groundskeeper/Maintenance (.48)
- Sr. Management Analyst (.25)
- Sr. Administrative Specialist (.25)

PUBLIC SAFETY DEPARTMENT FUNCTIONS

- Through contract with the San Bernardino County Sheriff's Department: receives and responds to calls for services in the City of Adelanto, including 911 calls; investigate crimes committed within our jurisdiction; detain and arrest violators of the law; work in conjunction with other agencies, including local law enforcement, District Attorney's Office, and various state and federal agencies.
- Through contract with the San Bernardino County Fire Department: Provide fire suppression, fire prevention, inspection, and paramedic services to Adelanto's residents and businesses. Administers and enforces all fire related building codes within the City.
- Responsible for the administration and enforcement of State and City adopted codes and ordinances related to animals. This responsibility includes meeting all State mandates for the control of rabies and humane care of animals. Providing an organized, coordinated procedure for licensing dogs, monitoring rabies vaccinations, and providing public education.
- Respond to citizen complaints, City Council and departmental requests for service, and referrals for investigation/compliance from other agencies.
- Staff conducts field inspections, prepares written notices/orders for code compliance, verifies compliance measures, prepares reports and requests for action by nuisance abatement or District Attorney judicial hearings, investigates, prepares and files misdemeanor criminal complaints for Municipal Court. It issues Municipal Warning Notices to correct violations; and Citation Notices to Appear.
- The department is also responsible for commercial and residential recycling programs as required by Federal and/or State agencies.

PUBLIC SAFETY DEPARTMENT FUNCTIONS-Continued

EMPLOYEE POSITIONS

- Community Safety Manager (1)
- Community Safety Officers (4)
- Provisional Part-time Community Safety Officer (.48)
- Provisional Part-time Code Enforcement Officer -VVC Interns (1.44)
- Administrative Assistant (1)
- Administrative Specialist (.5)
- Provisional Part-time Office Assistant-VVC Intern (.48)

COMMUNITY (PUBLIC) SERVICES DEPARTMENT FUNCTIONS

- Community Services is a combination of the Engineering, Building and Safety, and Community Development and Planning programs of the City. It : anticipates the infrastructure needs of our City; anticipates the growing needs of the City to interpret, enforce and administer the General Plan and Zoning Codes accordingly within Residential, Commercial and Manufacturing/Industrial areas; and interpretation, administration and enforcement of the California State Building Code, the California Health and Safety Code and all model-building codes as adopted by the City of Adelanto, thus safeguarding the public welfare by regulating the design, construction and maintenance of all buildings, structures, and properties within the City.
- The Community Services Department is managed by Contract Service companies, with employee support staff.

EMPLOYEE POSITIONS

- Building Inspector (1)
- Development Services Facilitator (1)
- Counter Service Technician (1)
- Executive Assistant (.25)

CONTRACTED SERVICES

- Romo Planning & Engineering   Tierra West Advisors   Willdan Engineering

GENERAL FUND DETAILED REVENUE AND EXPENDITURES

SECTION 4B

City of ADELANTO

FY 2017-18 ANNUAL BUDGET

Account	Account Description	Adopted Budget	FY17 Amended Budget	Actual FY13/14	Un-audited FY14/15	Adjusted Un-audited FY15/16	Estimated FY16/17	Proposed FY17-18 Budget
GENERAL FUND REVENUE AND EXPENDITURES								
REVENUE								
Department **1000 - General Fund Revenues**								
40110	Franchise Taxes	1,297,800	1,297,800	1,223,185	1,245,640	1,362,665	1,462,600	1,498,000
42220	Property Taxes	275,400	275,400	379,171	253,704	289,580	299,100	309,300
42221	Property Transfer Tax	56,100	56,100	54,335	47,328	81,152	71,600	75,000
42230	Sales and Use Tax	1,621,977	1,621,977	1,265,825	1,558,994	1,131,543	1,205,409	1,253,600
42235	Measure R Tax	0	3,500				200,000	3,486,750
42240	Transient Lodging Tax (Bed Tax) and Assessments	32,365	32,365	15,738	18,514	25,444	35,110	35,500
	Taxes and Assessments Total			**2,938,254**	**3,124,180**	**2,890,384**	**3,273,819**	**6,658,150**
43020	Animal Licenses	34,505	34,505	28,280	33,609	34,259	36,862	37,900
43022	Business Licenses	68,000	68,000	62,754	46,797	73,852	70,784	72,000
43023	Home Occupation Licenses	2,900	2,900	4,490	760	380	2,405	2,500
43030	Building Permits	135,000	235,000	172,175	154,326	65,956	165,029	206,300
43031	Conditional Use Permits	69,375	369,375	10,214	5,470	45,210	125,307	229,000
43032	Electric Permits	57,120	57,120	39,736	154,688	61,763	54,471	56,000
43033	Excavation and Grading Permits	1,000	1,000	2,362	3,495	205	17,340	17,850
43034	Mobile Home Permits						1,200	100
43035	Mechanical Permit	12,360	72,360	15,592	8,820	10,758	24,912	25,700
43036	Plumbing Permits	12,360	72,360	18,824	12,422	11,446	24,167	24,900
43037	Sewer Permits						3,087	22,500
43038	Wide Load Permits (Transportation)	3,600	3,600	3,847	4,086	3,854	5,308	5,500
43039	Other Licenses and Permits	185,000	435,000	4,471	741	183,581	300,350	309,400
43050	Building Plan Check Fees	82,400	82,400	384,207	100,831	44,149	60,481	62,300
43051	Green Building Standards Fee	1,000	1,000		1,306	(580)	1,707	1,800

City of ADELANTO

FY 2017-18 ANNUAL BUDGET

Account	Account Description	Adopted Budget	FY17 Amended Budget	Actual FY13/14	Un-auditedl FY14/15	Adjusted Un-audited FY15/16	Estimated FY16/17	Proposed FY17-18 Budget
43052	Strong Motion Instrumentation Fee	1,000	1,000		3,150	(2,370)	5,240	5,300
43053	SB 1186 Fee	1,400	1,400	11,490	(83)	28	27	100
43054	Environmental Review & Impact	5,000	5,000	6,900	4,140	6,900	137,221	141,300
43055	Mitigation Fee	963,600	963,600			524,466	963,600	963,600
	Licenses & Permits Total			**765,342**	**534,558**	**1,063,856**	**1,999,497**	**2,184,050**
44000	Animal Apprehension Fees	1,300	1,300	690	890	1,955	1,829	1,880
44001	Animal Pick Up and Disposal	1,600	1,600	1,320	1,480	1,331	2,463	2,500
44010	Admin Cite/Admin Fee	1,250	1,250				780	800
44030	Parking Citations	22,000	32,000	8,318	17,366	37,218	46,265	47,000
44031	Vehicle Code Fines (CVC)	32,000	32,000	23,881	28,298	22,655	11,788	12,150
44032	Vehicle Storage Fees	75,900	75,900	56,925	56,925	75,900	72,300	74,500
44040	Fines, Forfeitures & Penalties	50,000	57,000	32,940	47,322	50,753	50,073	51,500
	Fines & Forfeitures Total			**127,003**	**154,858**	**191,274**	**185,498**	**190,330**
45010	**Interest/Dividend Income**	**660,000**	**660,000**	**891,645**	**787,717**	**700,591**	**700,000**	**700,000**
46020	Motor Vehicle Tax	2,292,998	0	2,097,558	2,167,413	2,292,998	2,386,637	2,400,000
46030	Recycling Fee	2,000	2,000	2,733		8,738	1,683	1,700
46040	Participation Rate Revenue	200,000	0	180,510	175,000	271,293	0	0
46060	State/Local Grants	50,000	34,998	236,973	320,601	14,044	25,000	26,000
47002	GEO/Service Fee	50,000	50,000	50,000	50,000	50,000	50,000	50,000
47011	ARDA/Admin Fee	250,000	250,000	200,000	250,000	250,000	250,000	250,000
47013	APUA/Admin Fee	250,000	250,000	250,000	250,000	250,000	250,000	250,000
47014	CFD/Admin Fee	0	0				25,000	25,000
	Intergovernmental Revenue Total			**3,017,774**	**3,213,014**	**3,137,073**	**2,988,320**	**3,002,700**
47020	Apartment Inspection Fees	12,240	12,240	15,210	16,691	1,048	63,008	65,000
47022	Code Enforcement Cost Recovery	71,400	71,400	39,040	67,157	72,607	105,067	108,200

FY 2017-18 ANNUAL BUDGET

Account	Account Description	Adopted Budget	FY17 Amended Budget	Actual FY13/14 Un-auditedl	FY14/15 Adjusted	Un-audited FY15/16	Estimated FY16/17	Proposed FY17-18 Budget
47023	Residential Inspection Fees	120,000	120,000	0	0	72,939	2,220	3,500
47040	Copies, Police Reports & Maps	250	250	1,411		117	9	50
47042	Copies & Publications/Engineering	250	250			214	8,080	5,000
47043	Encroachment Permits	4,725	4,725	5,322	6,350	8,145	5,511	5,700
47044	Joshua Tree Site Survey	0	0			62,500	4,355	4,500
47045	Maps - Engineering	150	150			30	60	100
47046	Inspection & Other	10,000	10,000	7,430	23,935	15,719	15,649	16,000
47051	Location and Development Plan	15,000	87,000	8,260	7,030	13,400	50,369	51,900
47080	Tentative Tract Map	0	0			(3,018)	41,039	42,000
47081	Parcel Map Fees	10,000	10,000	2,630	11,431	10,520	18,139	18,700
47082	Plan Check Fees	47,885	72,885	48,225	46,715	8,850	96,400	99,300
47084	General Plan Amendment	8,000	33,000		4,440	6,660	96,400	99,300
47085	Plan Review - Planning	1,000	26,000			470	1,195	1,200
47086	Temporary Use Permit	11,000	11,000	6,675	5,225	3,725	6,044	8,000
47087	Misc. Planning Fees	8,999	33,999	12,553	85,225	662,785	544,270	768,300
47090	Rents and Concessions	10,000	10,000	16,628	10,833	13,565	5,104	5,000
47092	Rents - Senior Center	0	0			60		
47200	Notary Fees	500	500	716	380	270	400	500
47201	Passport Fees	9,000	9,000	17,587	15,228	2,226	4,929	500
47202	Candidate Statement	1,000	1,000				930	0
47203	Candidate Handbook	1,000	1,000				125	0
	Charges for Services Total			**181,687**	**300,640**	**955,789**	**1,069,302**	**1,302,750**
49001	Donations - General	100	100		52	100,320	14,650	15,000
49003	Post Reimbursements	50	50	70	42	126	167	150
49005	State Cost Reimbursements	2,500	2,500	280	4,596	38,348	3,002	3,000

FY 2017-18 ANNUAL BUDGET

Account	Account Description	Adopted Budget	FY17 Amended Budget	Actual FY13/14	Un-audited FY14/15	Adjusted Un-audited FY15/16	Estimated FY16/17	Proposed FY17-18 Budget
49006	State Mandated Costs	0	0			13,316		
49007	Other Cost Reimbursements	20,000	18,334	281,128	177,218	51,516	49,583	87,500
49008	Insurance Refund	5,000	5,000			566	73,995	11,500
49009	Miscellaneous Income	15,000	15,000	10,678	576,571	3,801	63,235	20,000
60001	Transfers In	0	0	111,505		135,000		476,786
60007	Interfund Loan Repayments	1,613,442	1,613,442	1,393,752	1,463,440	1,536,611	1,613,400	1,800,000
60011	Transfer In - Gas Tax	900,000	900,000	900,000	900,000	900,000	900,000	900,000
60012	Transfer In - Public Safety	125,000	125,000	125,000	125,000	125,000	125,000	125,000
60013	Transfer In - Traffic Offender	5,000	5,000	24,500	5,000	5,000	5,000	5,000
60014	Transfer In - CDBG	41,958	41,958	120,000	65,056	52,423	25,000	247,054
60015	Transfer In - Article 8	20,000	20,000	225,000	190,000	20,000	20,000	20,000
60016	Transfer In - APUA	125,000	125,000	125,000	125,000	125,000	125,000	125,000
60017	Transfer In - LLMD	125,000	125,000	125,000	125,000	125,000	138,401	150,000
60018	Transfer In - CFD-Police and Fire	134,293	134,293	65,000	100,000	100,000	134,293	135,000
60020	Transfer In - SLEOC	100,000	100,000	100,000	100,000	100,000	100,000	100,000
	Transfers and Other Total			**3,609,541**	**3,957,429**	**3,432,149**	**3,390,726**	**4,220,990**
60002	**Proceeds/Gain/(Loss) on Sale of Fixed Assets**	**0**	**120,000**	**1,400**		**0**	**102,627**	**100,000**
	REVENUE TOTALS	**12,436,003**	**11,008,837**	**11,532,646**	**12,072,396**	**12,371,115**	**13,709,789**	**18,358,970**

FY 2017-18 ANNUAL BUDGET

Account Account Description	Adopted Budget	FY17 Amended Budget	Actual FY13/14	Un-audited FY14/15	Adjusted Un-audited FY15/16	Estimated FY16/17	Proposed FY17-18 Budget
EXPENSE							
Department 1010 - City Council							
501 - Payroll & Benefits Totals	33,692	**28,692**	60,781	64,163	60,729	33,708	35,660
502 - Contracts & Professional Serivces Totals	34,464	**34,464**			32,208	34,464	36,720
504 - Maintenance & Supplies Totals	1,000	**500**			359	531	750
506 - Administrative Cost Totals	2,400	**2,400**			(339)	2,301	5,000
507 - Training and Membership Totals	3,744	**5,744**					35,760
Department 1010 - City Council Totals	75,300	71,800	102,128	103,767	99,921	77,302	113,890
Department 1011 - Administration							
501 - Payroll & Benefits Totals	486,692	**486,692**	658,469	817,634	473,924	469,259	610,962
502 - Contracts & Professional Serivces Totals	46,000	**37,500**			1,475	29,786	99,500
504 - Maintenance & Supplies Totals	1,500	**6,000**			721	2,072	3,000
507 - Training and Membership Totals	3,000	**5,500**			6,803	5,240	7,000
510 - Non-Operating Sources & Use Totals	0	8,000				0	
Department 1011 - Administration Totals	537,192	543,692	669,669	840,869	482,924	506,358	720,462
Department 1013 - Finance							
501 - Payroll & Benefits Totals	322,377	**319,377**	394,955	410,785	334,653	303,634	371,660
502 - Contracts & Professional Serivces Totals	24,600	**36,975**			43,417	69,062	47,730
504 - Maintenance & Supplies Totals	1,500	**1,750**			3,979	1,729	1,800
507 - Training and Membership Totals	1,500	**2,000**			3,402	1,699	5,500
Department 1013 - Finance Totals	349,977	360,102	419,740	411,673	385,452	376,124	426,690
Department 1014 - City Attorney							
502 - Contracts & Professional Serivces Totals	280,000	380,000					
Department 1014 - City Attorney Totals	**280,000**	**380,000**	246,560	254,581	381,331	760,393	520,200

City of ADELANTO

FY 2017-18 ANNUAL BUDGET

Account	Account Description	Adopted Budget	FY17 Amended Budget	Actual FY13/14	Un-auditedl FY14/15	Adjusted Un-audited FY15/16	Estimated FY16/17	Proposed FY17-18 Budget
Department	**1015 - Human Resources**							
501 - Payroll & Benefits Totals		0	**0**	235,439	86,795	108,965	10,047	0
502 - Contracts & Professional Serivces Totals		15,500	**15,500**			2,000	13,640	19,940
504 - Maintenance & Supplies Totals		0	**0**			788	0	0
506 - Administrative Cost Totals			**0**			0	0	1,000
507 - Training and Membership Totals		0	**0**			1,649	0	750
Department	**1015 - Human Resources Totals**	15,500	15,500	520,210	91,291	113,402	23,687	21,690
Department	**1016 - Information Technology**							
501 - Payroll & Benefits Totals		273,705	**239,029**		149,214	163,972	239,806	225,026
502 - Contracts & Professional Serivces Totals		146,000	**141,000**			77,152	91,780	20,000
503 - Utilities & Communication Totals		93,000	**95,000**			89,359	104,897	2,000
504 - Maintenance & Supplies Totals		190,000	**191,000**			154,812	188,355	16,000
507	**Training and Membership**							
507 - Training and Membership Totals		54,000	**56,000**			7,951	37,389	30,000
511	**Cost of Capital**							
511-02	Cost of Capital Equipment	130,000	**130,000**		24,667		6,202	501,786
511 - Cost of Capital Totals		130,000	130,000					
Department	**1016 - Information Technology Totals**	886,705	852,029		510,972	493,246	668,430	794,812
Department	**1017 - Non-Department**							
501 - Payroll & Benefits Totals		150,000	**150,000**	379,032	246,821	152,642	126,488	135,400
502 - Contracts & Professional Serivces Totals		90,400	**150,400**			133,609	170,993	187,320
503 - Utilities & Communication Totals		40,000	**30,000**			41,202	27,419	117,600
504 - Maintenance & Supplies Totals		33,000	**33,000**			60,604	31,676	268,030
505 - Insurance & Claims Totals		140,000	**140,000**			132,073	139,078	186,097
506 - Administrative Cost Totals		20,000	**22,500**			21,741	16,821	21,000

FY 2017-18 ANNUAL BUDGET

Account Account Description	Adopted Budget	FY17 Amended Budget	Actual FY13/14 Un-audited	FY14/15 Adjusted Un-audited	FY15/16	Estimated FY16/17	Proposed FY17-18 Budget
507 - **Training and Membership** Totals	0	**43,860**			53,503	49,877	28,000
511 - **Cost of Capital** Totals	0	0	71,158	25,591	9,540	2,464	5,000
Department 1017 - Non-Department Totals	473,400	569,760	974,476	809,532	604,914	564,816	948,447
Department 1022 - Parks & Grounds							
501 - **Payroll & Benefits** Totals	33,163	**33,163**	42,086	19,923	44,953	17,426	137,096
503 - **Utilities & Communication** Totals	25,500	**10,500**			7,210	6,343	7,000
504 - **Maintenance & Supplies** Totals	79,500	**81,800**			20,845	97,936	100,900
507 - **Training and Membership** Totals	500	**1,700**			477	0	2,000
511 - **Cost of Capital** Totals	0	6,500	4,995			27,800	40,000
Department 1022 - Parks & Grounds Totals	138,663	133,663	87,124	42,711	73,486	149,504	286,996
Department 1025 - Public Services							
501 - **Payroll & Benefits** Totals	1,084,973	**1,084,973**	1,005,672	993,618	965,771	1,041,514	1,101,422
502 - **Contracts & Professional Serivces** Totals	0	**3,800**			2,084	3,085	5,580
503 - **Utilities & Communication** Totals	300,000	**291,200**			333,325	244,847	257,100
504 - **Maintenance & Supplies** Totals	119,904	**124,754**			101,957	124,826	152,600
506 - **Administrative Cost** Totals	3,750	**4,600**			4,473	4,445	5,100
507 - **Training and Membership** Totals	1,000	**5,300**			2,457	4,044	5,800
511 - **Cost of Capital** Totals	0	0			0		72,000
Department 1025 - Public Services Totals	1,509,627	1,514,627	1,487,666	1,463,687	1,410,067	1,422,762	1,599,602
Department 1036 - Public Safety							
501 - **Payroll & Benefits** Totals	403,037	**403,037**	424,030	420,410	418,900	407,548	524,612
502 - **Contracts & Professional Serivces** Totals	**7,686,275**	**7,773,705**			7,525,488	7,789,693	10,142,623
503 - **Utilities & Communication** Totals	32,000	**32,000**			34,713	25,322	30,000
504 - **Maintenance & Supplies** Totals	167,775	**143,975**			149,776	84,683	131,750
506 - **Administrative Cost** Totals	7,000	**7,000**			3,728	1,368	3,000

Account Account Description	Adopted Budget	FY17 Amended Budget	Actual FY13/14	Un-auditedl FY14/15	Adjusted Un-audited FY15/16	Estimated FY16/17	Proposed FY17-18 Budget
507 - Training and Membership Totals	1,000	**7,370**			1,609	3,698	8,300
511 Cost of Capital				17,073			5,000
Department 1036 - Public Safety Totals	8,297,087	**8,367,087**	7,701,990	7,287,039	8,134,213	8,312,311	10,845,285
Department **1045 - Community Services**							
501 - Payroll & Benefits Totals	365,136	**164,497**	386,497	386,010	280,542	294,334	224,478
502 - Contracts & Professional Serivces Totals	174,575	**442,725**			272,198	840,809	1,411,670
504 - Maintenance & Supplies Totals	2,700	**2,700**			3,194	2,369	2,500
506 - Administrative Cost Totals	2,500	**7,500**			2,243	12,513	15,000
507 - Training and Membership Totals	6,000	**6,000**			3,786	3,800	6,500
Department 1045 - Community Services Totals	550,911	**623,422**	926,300	714,198	561,963	1,153,825	1,660,148
Department 1051 - Senior Center							
503 - Utilities & Communication Totals	16,000	**16,000**			13,328	10,500	11,000
504 - Maintenance & Supplies Totals	2,000	**2,000**			1,451	1,589	2,000
Department 1051 - Senior Center Totals	18,000	18,000	20,110	17,437	14,779	12,089	13,000
Department 1052 - Community Center #1							
503 - Utilities & Communication Totals	5,000	**5,000**			14,110	6,980	7,000
504 - Maintenance & Supplies Totals	500	**500**			224	500	500
Department 1052 - Community Center #1 Totals	5,500	5,500	12,872	13,370	14,333	7,480	7,500
REVENUE TOTALS	**12,436,003**	**11,008,837**	11,532,646	12,072,396	12,371,115	13,709,789	18,358,970
EXPENSE TOTALS	**13,143,112**	**13,467,848**	13,175,342	12,564,871	12,774,013	14,035,081	17,958,722
Fund **100 - General Fund** Totals	**(707,109)**	**(2,459,011)**	(1,642,696)	(492,475)	(402,898)	(325,292)	400,248

SPECIAL FUND

DESCRIPTIONS/FUNCTIONS

SECTION 5A

SPECIAL FUND DESCRIPTION/FUNCTIONS

STADIUM FUND (200)

- Used to account for the operations and maintenance of the Adelanto Stadium. The City has a lease agreement with the 28th Agricultural District (Fairgrounds) to operate and maintain the Adelanto Stadium effective XX-XX-XXXX, and through xx-xx-xxxx.

PARK DEVELOPMENT IMPACT FUND (201)

- Used to account for the receipt and expenditure of developer park impact fees charged to new developers for the purpose of building new park facilities and equipment and/or adding new facilities and equipment to existing parks in the community.

DRAINAGE IMPACT FUND (202)

- Used to account for the receipt and collection of developer impact fees charged to new developers for the purpose of retaining funds for the future development of a drainage and flood control system for the City.

TRAFFIC IMPACT FUND (203)

- Used to account for the receipt and expenditure of developer impact fees charged to new developers for road construction & improvements.

FIRE MITIGATION IMPACT FUND (204)

- Used to account for the receipt and expenditure of developer fees paid and to be used for fire prevention.

GAS TAX FUND (210)

- Used to account for the receipt and expenditure of State Highway Users Tax Funds. The funds are to be used for street related purposes.

ARTICLE 8 FUND (211)

- Used to account for local transportation funds received from SANBAG. Funds are to be used for street related purposes.

FEDERAL GRANT FUNDS (220)

- Used to account for receipt and expenditure of various Federal Grants such as, but not limited to, Department of Justice Assistant Grants (JAG), and Homeland Security Grants (HGSP).

STATE/COUNTY/LOCAL GRANT FUNDS (222)

- Used to account for receipt and expenditure of various State, County, or other local grants as awarded.

COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS (CDBG) (223)

- Used to account for receipt and expenditure of Federal Housing and Urban Development grants administered through San Bernardino County; and to be used in low/moderate income areas of the City.

AQMD - CALIFORNIA AB DISTRIBUTION FUNDS (224)

- Used to account for the receipt and expenditure of allocations from the Mojave Air Quality Management District. Funds are to be used for air-pollution reduction programs.

POLICE ASSET SEIZURE FUNDS (226)

- Used to account for the 15% of released asset seizure money; and is to be used for anti-drug education programs.

PUBLIC SAFETY ½ CENT FUNDS (227)

- Used to account for the receipt and expenditure of State Sales Tax Public Safety Augmentation moneys. The funds are to be transferred and used in the General Fund for public safety expenditures.

TRAFFIC OFFENDER FUND (228)

- Used to account for the receipt and expenditure of vehicle release fees and is to be used for traffic patrol purposes.

SLEOC FUND (229)

- Used to account for the receipt and expenditure of State COPS Grant Program funds and is to be used on police overtime.

MEASURE I-1990-2010 FUND (233)

- Used to account for the County's ½ cent transportation use tax revenues up to 2010, and must be spent on SANBAG authorized road projects.

MEASURE I-2010-2040 FUND (235)

- Used to account for the County's ½ cent transportation use tax revenues after 2010, and must be spent on SANBAG authorized road projects

CFD (COMMUNITY FACILITY DISTRICT) FUNDS (240)

- Used to account for the special tax levy placed on certain tracts to pay for public safety services and other improvements.

LLMD ANNEXATION FUND (241)

- Used to account for the special tax levy placed on certain tracts to pay for landscaping improvements and lighting expenses.

SPECIAL FUND

REVENUES AND EXPENDITURES

SECTION 5B

City of ADELANTO

FY 2017-18 ANNUAL BUDGET

Account Account Description	FY17 Adopted Budget	FY17 Amended Budget	Actual FY13/14	Un-audited FY14/15	Adjusted Un-audited FY15/16	Estimated FY16/17	Proposed FY17-18 Budget
SPECIAL FUND REVENUE AND EXPENDITURES							
Fund 200 - Adelanto Stadium							
REVENUE TOTALS	1,500	1,500	1,722	1,527	0	1,431	20,000
EXPENSE TOTALS	89,650	89,650	44,455	23,662	135,046	76,150	30,000
Fund 200 - Adelanto Stadium Totals	(88,150)	**(88,150)**	(42,733)	(22,135)	(135,046)	(74,719)	(10,000)
Fund 201 - Park Development Impact Fund							
REVENUE TOTALS	130,000	130,000	162,063	335,240	57,800	187,850	193,486
EXPENSE TOTALS	35,000	35,000	(48,857)	240	135,786	77,800	40,000
Fund 201 - Park Development Impact Fund Totals	95,000	95,000	210,920	335,000	(77,986)	110,050	153,486
Fund 202 - Drainage Impact Fund							
REVENUE TOTALS	201,000	201,000	214,231	622,413	65,772	325,900	335,677
EXPENSE TOTALS	25,000	25,000	300,000	0	0	0	436,786
Fund 202 - Drainage Impact Fund Totals	176,000	176,000	(85,769)	622,413	65,772	325,900	(101,109)
Fund 203 - Traffic Impact Fund							
REVENUE TOTALS	100,000	100,000	301,102	862,868	93,492	369,600	380,688
EXPENSE TOTALS	10,000	131,439	0	0	0	70,402	2,900,000
Fund 203 - Traffic Impact Fund Totals	90,000	(31,439)	301,102	862,868	93,492	299,198	(2,519,312)
Fund 204 - Fire Mitigation Impact Fund							
REVENUE TOTALS	20,000	20,000	19,574	45,547	4,935	24,812	25,556
EXPENSE TOTALS	0	0	250	0	0	0	0
Fund 204 - Fire Mitigation Impact Fund Totals	20,000	20,000	19,324	45,547	4,935	24,812	25,556
Fund 210 - Gas Tax Fund							
REVENUE TOTALS	687,967	687,967	995,798	825,341	727,798	587,694	605,325
EXPENSE TOTALS	900,000	900,000	900,000	900,000	900,000	900,000	900,000
Fund 210 - Gas Tax Fund Totals	(212,033)	(212,033)	95,798	(74,659)	(172,202)	(312,306)	(294,675)

City of ADELANTO

FY 2017-18 ANNUAL BUDGET

Account Account Description	Adopted Budget	FY17 Amended Budget	Actual FY13/14	Un-auditedl FY14/15 Adjusted	Un-audited FY15/16	Estimated FY16/17	Proposed FY17-18 Budget
Fund 211 - Aritcle 8 Fund							
REVENUE TOTALS	200,000	200,000	416,353	635,989	0	0	0
EXPENSE TOTALS	200,000	200,000	225,000	190,000	20,000	20,000	20,000
Fund 211 - Aritcle 8 Fund Totals	0	0	191,353	445,989	(20,000)	(20,000)	(20,000)
Fund 220 - Federal Grants							
REVENUE TOTALS	14,850	14,850	42,802	4,372	59,274	14,850	15,000
EXPENSE TOTALS	14,850	14,850	53,356	48,378	0	29,900	12,000
Fund 220 - Federal Grants Totals	0	0	(10,554)	(44,006)	59,274	(15,050)	3,000
Fund 222 - State/County Grants							
REVENUE TOTALS	0	0			8,822	0	0
EXPENSE TOTALS	0	0			0	0	0
Fund 222 - State/County Grants Totals	0	0			8,822	0	0
Fund 223 - Community Devlp Block Grant_CDBG							
REVENUE TOTALS	41,958	41,958	171,957	87,057	37,247	28,955	290,652
EXPENSE TOTALS	41,950	41,950	141,644	18,930	52,423	18,650	290,652
Fund 223 - Community Devlp Block Grant_CDBG Totals	8	8	30,313	68,127	(15,176)	10,305	0
Fund 224 - AQMD/Calif. AB Distributions							
REVENUE TOTALS	10,000	10,000	21,022	10,175	10,812	12,216	12,000
EXPENSE TOTALS	6,000	6,000	4,800	7,000	6,000	6,000	6,000
Fund 224 - AQMD/Calif. AB Distributions Totals	4,000	4,000	16,222	3,175	4,812	6,216	6,000
Fund 226 - Police Asset Seizure							
REVENUE TOTALS	0	0					
EXPENSE TOTALS	0	0		5,750	7,500		
Fund 226 - Police Asset Seizure Totals	0	0		(5,750)	(7,500)	0	0

City of ADELANTO

FY 2017-18 ANNUAL BUDGET

Account Account Description	Adopted Budget	FY17 Amended Budget	Actual FY13/14	Un-audited FY14/15	Adjusted Un-audited FY15/16	Estimated FY16/17	Proposed FY17-18 Budget
Fund 227 - Public Safety 1/2 Cent							
REVENUE TOTALS	126,273	126,273	125,130	123,797	135,108	125,997	127,500
EXPENSE TOTALS	125,000	125,000	125,000	125,000	125,000	125,000	125,000
Fund 227 - Public Safety 1/2 Cent Totals	**1,273**	**1,273**	**130**	**(1,203)**	**10,108**	**997**	**2,500**
Fund 228 - Traffic Offender Fund							
REVENUE TOTALS	6,000	6,000	19,869	17,890	13,216	8,064	8,000
EXPENSE TOTALS	5,000	5,000	24,500	5,000	5,000	5,000	5,000
Fund 228 - Traffic Offender Fund Totals	**1,000**	**1,000**	**(4,631)**	**12,890**	**8,216**	**3,064**	**3,000**
Fund 229 - SLEOC Fund							
REVENUE TOTALS	100,000	100,000	100,026	94,510	103,143	101,708	100,000
EXPENSE TOTALS	100,000	100,000	100,000	100,000	100,000	100,000	100,000
Fund 229 - SLEOC Fund Totals	**0**	**0**	**26**	**(5,490)**	**3,143**	**1,708**	**0**
Fund 233 - Measure I-1990-2010 Fund							
REVENUE TOTALS	350	350	767	604	605	511	350
EXPENSE TOTALS	2,320,291	2,320,291	30,008	904,567	96,369	3,750	0
Fund 233 - Measure I-1990-2010 Fund Totals	**(2,319,941)**	**(2,319,941)**	**(29,241)**	**(903,963)**	**(95,764)**	**(3,239)**	**350**
Fund 235 - Measure I-2010-2040 Fund							
REVENUE TOTALS	658,032	658,032	627,455	607,097	629,103	565,564	600,250
EXPENSE TOTALS	2,239,467	2,239,467	140,105	164,705	448,408	1,264,355	830,000
Fund 235 - Measure I-2010-2040 Fund Totals	**(1,581,435)**	**(1,581,435)**	**487,350**	**442,392**	**180,694**	**(698,791)**	**(229,750)**
Fund 240 - CFD							
REVENUE TOTALS	700,336	700,336	83,598	112,615	745,625	745,600	746,000
EXPENSE TOTALS	700,336	700,336	71,942	107,877	718,714	718,768	732,000
Fund 240 - CFD Totals	**0**	**0**	**11,656**	**4,738**	**26,911**	**26,832**	**14,000**

City of ADELANTO

FY 2017-18 ANNUAL BUDGET

Account	Account Description	Adopted Budget	FY17 Amended Budget	Actual FY13/14	Un-auditedl FY14/15	Adjusted Un-audited FY15/16	Estimated FY16/17	Proposed FY17-18 Budget
Fund 241 - LLMD Annexation Fund								
REVENUE TOTALS		172,701	172,701	145,237	144,055	146,504	172,701	173,000
EXPENSE TOTALS		170,000	170,000	200,432	158,396	158,496	138,401	150,000
Fund 241 - LLMD Annexation Fund Totals		**2,701**	**2,701**	**(55,195)**	**(14,341)**	**(11,992)**	**34,300**	**23,000**

ENTERPRISE FUND

DESCRIPTIONS/FUNCTIONS

SECTION 6A

ENTERPRISE FUND DESCRIPTION/FUNCTIONS

ADELANTO WATER AUTHORITY (353)

- In governmental accounting, enterprise funds are used to account for operations that are financed and operated in a manner similar to private business enterprises. The intent is that costs of providing services to the general public on a continuing bases are to be financed primarily through user charges.
- The Water Authority is the enterprise fund within the Adelanto Public Utility Authority that provides water service to the residents within the City.
- This fund is used to account for the revenues and expenditures related to, and to be used expressly for providing water service and funding capital improvements to the water system of the City of Adelanto.

EMPLOYEE POSITIONS

- Utility Services Specialist (1)
- Customer Service Supervisor (1)
- Customer Service Representatives (3.96)
- IT Technician (.5)
- Administrative Specialist (.25)
- Sr. Administrative Specialist (.13)
- Sr. Management Analyst (.25)
- Account Clerk (.25)

CONTRACTED SERVICES

- PERC Water Corporation, Water Operations Management

ADELANTO SEWER AUTHORITY (360)

- In governmental accounting, enterprise funds are used to account for operations that are financed and operated in a manner similar to private business enterprises. The intent is that costs of providing services to the general public on a continuing bases are to be financed primarily through user charges.
- The Sewer Authority is the enterprise fund within the Adelanto Public Utility Authority that provides sewer service to the residents within the City.
- This fund is used to account for the revenues and expenditures related to, and to be used expressly for providing sewer service and funding capital improvements to the sewer system of the City of Adelanto.

EMPLOYEE POSITIONS

- IT Technician (.5)
- Administrative Specialist (.25)
- Sr. Administrative Specialist (.12)
- Sr. Management Analyst (.25)
- Account Clerk (.25)

CONTRACTED SERVICES

- PERC Water Corporation, Wastewater Treatment Operations Management

ENTERPRISE FUND

REVENUES AND EXPENDITURES

SECTION 6B

FY 2017-18 ANNUAL BUDGET

Account Account Description	Adopted Budget	FY17 Amended Budget	Actual FY13/14 Un-audited	FY14/15 Adjusted Un-audited	FY15/16	Estimated FY16/17	Proposed FY17-18 Budget
ENTERPRISE FUND REVENUE AND EXPENDITURES							
Fund 353 - AWA_Water							
REVENUE TOTALS	10,061,933	10,061,933			8,728,103	8,546,035	8,729,500
EXPENSE							
Department **3530 - Water Operations**							
501 - Payroll & Benefits Totals	116,769	116,769	733,516	162,014	117,451	96,220	94,814
502 - Contracts & Professional Serivces Totals	1,666,539	1,666,539			1,572,886	1,652,346	1,585,792
503 - Utilities & Communication Totals	639,200	639,200			690,736	530,086	546,950
504 - Maintenance & Supplies Totals	356,500	356,500			483,461	263,540	370,000
506 - Administrative Cost Totals	54,500	54,500			79,205	56,500	57,000
507 - Training and Membership Totals	13,350	13,350			2,094	2,500	2,500
510 - Non-Operating Sources & Use Totals	4,842,611	4,842,611			3,243,685	3,193,471	3,300,000
511 - Cost of Capital Totals	650,000	650,000	47,931	229,955	244,287	340,000	700,000
Department **3531 - Water/Customer Service**							
501 - Payroll & Benefits Totals					0	5,564	309,041
502 - Contracts & Professional Serivces Totals	403,196	5,126,040			458,897	400,250	30,000
504 - Maintenance & Supplies Totals	5,000	5,000			4,373	800	2,500
506 - Administrative Cost Totals	110,000	110,000			110,677	110,000	110,000
507 - Training and Membership Totals	0	0			600	550	5,000
Department **3532 - Conservation**							
504 - Maintenance & Supplies Totals	750	750					1,000
507 - Training and Membership Totals	1,500	1,500					
REVENUE TOTALS	10,061,933	10,061,933	10,293,516	9,676,570	8,728,103	8,546,035	8,729,500
EXPENSE TOTALS	10,107,915	14,830,759	9,946,671	8,544,327	8,020,956	8,044,510	8,542,533
Fund 353 - AWA_Water Totals	**(45,982)**	**(4,768,826)**	**346,845**	**1,132,243**	**707,147**	**501,526**	**186,967**

FY 2017-18 ANNUAL BUDGET

Account	Account Description	Adopted Budget	FY17 Amended Budget	Actual FY13/14	Un-auditedl FY14/15	Adjusted Un-audited FY15/16	Estimated FY16/17	Proposed FY17-18 Budget
Fund 360 - APUA_Sewer								
REVENUE TOTALS		7,252,848	7,252,848	7,241,291	7,187,057	7,835,314	6,800,000	6,800,000
EXPENSE								
Department **3600 - Sewer**								
501 - Payroll & Benefits Totals		116,769	116,769	363,418	63,432	4,390	69,041	94,114
502 - Contracts & Professional Serivces Totals		740,223	740,223			652,413	676,700	758,508
503 - Utilities & Communication Totals		233,720	233,720			255,663	217,176	250,000
504 - Maintenance & Supplies Totals		380,000	380,000			495,315	377,020	390,200
506 - Administrative Cost Totals		286,000	286,000			271,519	295,600	295,000
507 - Training and Membership Totals		5,000	5,000			4,160	0	2,000
508-04	**Other Operating Cost Bond Payments (Memo Operational)**	767,000	767,000			972,178	1,338,068	1,371,939
510 - Non-Operating Sources & Use Totals		2,583,700	2,583,700			2,557,162	1,131,000	1,381,000
511 - Cost of Capital Totals		0	0	47,931	45,894	148,756	0	0
REVENUE TOTALS		7,252,848	7,252,848	7,241,291	7,187,057	7,835,314	6,800,000	6,800,000
EXPENSE TOTALS		5,112,412	5,112,412	4,984,808	3,841,984	5,361,554	4,104,605	4,542,761
Fund 360 - APUA_Sewer Totals		**2,140,436**	**2,140,436**	**2,256,483**	**3,345,073**	**2,473,760**	**2,695,396**	**2,257,239**

OTHER FUNDS

DESCRIPTIONS/FUNCTIONS

SECTION 7A

OTHER FUNDS DESCRIPTION/FUNCTIONS

ADELANTO COMMUNITY BENEFIT CORPORATION (471)

- The Adelanto Community Benefit Corporation (ACBC) was established and set up as a 501 (C,3) non-profit organization for the purpose to coordinate beautification and other community enhancement opportunities in the City of Adelanto.
- The further objective of the ACBC is to use donations, sponsorships and all other resources to promote and support activities which advance the overall well-being and improve the quality of life of the citizens of Adelanto.
- This fund is used to account for the receipt and expenditure of non-profit resources for the above purposes.

SUCCESSOR AGENCY (580)

- The Successor Agency was established when the California Supreme Court upheld Assembly Bill 1X 26 that dissolved all the redevelopment agencies in the State of California.
- California Department of Finance authorizes the distribution of San Bernardino County property tax increment and administrative expenses each year in amounts equal to the necessary debt service payments due on prior Redevelopment Agency bond debt.
- This fund is used to account of the receipt and expenditure of the property tax allocations, and property transactions related to the Successor Agency Long Range Property Management plan.

OTHER FUNDS

REVENUES AND EXPENDITURES

SECTION 7B

City of ADELANTO

FY 2017-18 ANNUAL BUDGET

Account Account Description	Adopted Budget	FY17 Amended Budget	Actual FY13/14	Un-auditedI FY14/15	Adjusted Un-audited FY15/16	Estimated FY16/17	Proposed FY17-18 Budget
OTHER FUNDS REVENUE AND EXPENDITURES							
Fund 471 - Adelanto Community Benefit Corp.							
REVENUE TOTALS	75,000	75,000	21,780	27,250	56,907	58,165	65,000
EXPENSE TOTALS	72,000	36,000	23,284	23,626	53,053	49,755	50,000
Fund 471 - Adelanto Community Benefit Corp. Totals	**3,000**	**39,000**	**(1,504)**	**3,624**	**3,854**	**8,410**	**15,000**
Fund 475 - Assessment District A1							
REVENUE TOTALS	300	300	1,330,412	352,319	95,814	98,995	0
EXPENSE TOTALS	830,500	830,500	35,926	52,687	61,050	50,000	0
Fund 475 - Assessment District A1 Totals	**(830,200)**	**(830,200)**	**1,294,486**	**299,632**	**34,764**	**48,995**	**0**
Fund 490 - Luetke Foundation Fund							
REVENUE TOTALS	1,000	1,000	3,463	0	0	0	0
EXPENSE TOTALS	0	0	622	0	0	0	0
Fund 490 - Luetke Foundation Fund Totals	**1,000**	**1,000**	**2,841**	**0**	**0**	**0**	**0**
Fund **535 - SA Debt Service Proj. Area 3**							
EXPENSE							
Fund 580 - Sucessor Agency FY2012 and on							
REVENUE TOTALS	4,277,647	4,277,647	0	4,868,922	4,407,637	4,828,263	4,491,198
EXPENSE TOTALS	4,277,647	4,277,647	0	4,515,031	4,185,700	4,508,536	4,420,198
Fund 580 - Sucessor Agency FY2012 and on Totals	**0**	**0**	**0**	**353,891**	**221,937**	**319,727**	**71,000**

Line item changes from Draft Budget Presentation to Final Presentation 7-12-17

			From Amt.	To Amt.	Difference
Budget Summary					
	Pg 1 of 2	CDBG Revenues did not include County FY18 Budget-approved projects for Adelanto	40,000	290,652	250,652
	Pg 1 of 2	CDBG Expenses did not include County FY18 Budget-approved projects for Adelanto	38,000	290,652	252,652
	Pg 2 of 2	Total Special Revenue Fund Revenues did not foot correctly on worksheet	17,487,846	3,633,484	(13,854,362)
	Pg 2 of 2	Total Special Revenue Fund Expenses did not foot correctly on worksheet	17,257,021	6,577,438	(10,679,583)
Budget Detail					
	Pg 1 of 15	Measure R Tax increase of $1,000,000 for IIS New Development with commitment to pay measure R tax up-front	2,486,750	3,486,750	1,000,000
	Pg 1 of 15	Conditional Use Permit Fee increased by $100,000 for IIS New Development to be paid up-front	129,000	229,000	100,000
	Pg 1 of 15	Sewer permit revenue adjusted to estimated actual cost to process permit and calculate sewer connection fees to APUA	225,000	22,500	(202,500)
	Pg 4 of 15	Transfer In - CDBG was not included in the Draft, and did not include SB County FY18 approved Budget for projects	40,000	247,054	207,054
	Pg 4 of 15	**Total General Fund Revenues**	**17,254,416**	**18,358,970**	**1,104,554**
	Pg 5 of 15	Added estimated City Manager position and moved 25% of executive assistant to Community Services	476,814	610,962	134,148
	Pg 6 of 15	Moved payroll for IT Tech to Water & Sewer as approved Mid-year FY17 to cover IT customer service and SCADA monitoring	291,788	225,026	(66,762)
	Pg 7 of 15	Added Prov Admin Assistant (FY17 Admin Assist is now Admin. Specialist, split for additional recycle responsibilities added)	483,270	524,612	41,342
	Pg 7 of 15	Added $123,527 to Contracts & Professional Services for CDBG Demolitions funded by CDBG Grant	10,019,096	10,142,623	123,527
	Pg 8 of 15	Added 25% of new executive assistant who serves Community Development as well as administration	201,031	224,478	23,447
	Pg 8 of 15	**Total General Fund Expenses**	**17,703,020**	**17,958,722**	**255,702**
	Pg 10 of 15	CDBG Revenues did not include County FY18 Budget-approved projects for Adelanto	40,000	290,652	250,652
	Pg 10 of 15	CDBG Expenses did not include County FY18 Budget-approved projects for Adelanto	38,000	123,527	85,527
	Pg 13 of 15	Water Operations Payroll increased by %split IT Tech moved from IT Department	61,433	94,814	33,381
	Pg 13 of 15	**Net Water Fund Totals**	**220,348**	**186,967**	**(33,381)**
	Pg 14 of 15	Sewer Operations payroll increased by %split IT Tech moved from IT Department	72,733	94,114	21,381
	Pg 14 of 15	Sewer Maintenance and Supplies not extended in FY18 draft	0	390,200	390,200
	Pg 14 of 15	Sewer Administrative Costs hidden from print view in FY18 draft (no effect on total)	0	0	0
	Pg 14 of 15	Sewer Other Operating Bond Payments line item hidden from print view in draft budget (no effect on total)	0	0	0
	Pg 14 of 15	Admin Fee and fiscal agent administration expenses hidden from print view in FY18 draft (no effect on total)	0	0	0
	Pg 14 of 15	**Net Sewer Fund Totals**	**2,668,820**	**2,257,239**	**(411,581)**

RESOLUTION NO. 17-32

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ADELANTO, SAN BERNARDINO COUNTY, CALIFORNIA, THE ADELANTO COMMUNITY BENEFIT CORPORATION, AND THE SUCCESSOR AGENCY BOARD, APPROPRIATING FUNDS FOR THE MUNICIPAL GENERAL AND OTHER FUNDS BUDGET FOR FISCAL YEAR 2017-2018

WHEREAS, a budget is vital to the success of the City.

NOW, THEREFORE BE IT RESOLVED that the City of Adelanto does hereby agree that the above recital is true and correct and do hereby adopt appropriate funds as follows:

Section 1. That the City Council, approves the total appropriation of $17,958,722 for the City General Fund for Fiscal Budget Year 2017-2018.

Section 2. That the City Council, approves the total appropriation of $6,577,438 for the Special and Grant Funds for the Fiscal Budget Year 2017-2018.

Section 3. That the Adelanto Community Benefit Corporation, approve the total appropriation of $ 50,000 for Adelanto Community Benefit Corporation for the Fiscal Budget Year 2017-2018.

Section 4. That the Successor Agency Board, approve the total appropriation of $4,420,198 for the Successor Agency for the Fiscal Budget Year 2017-2018

PASSED, APPROVED AND ADOPTED at a regular meeting of the City Council of the City of Adelanto, held on the 12th day of July, 2017.

Rich Kerr, Mayor

Cindy M. Herrera, City Clerk, MMC

I, CINDY M. HERRERA, City Clerk of the City of Adelanto, California, do hereby certify that the foregoing Resolution No. 17-32 was duly and regularly adopted at a regular meeting of the City Council of the City of Adelanto on the 12th day of June, 2017, by the following vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

IN WITNESS WHEREOF, I hereunto set my hand and affix the official seal of the City of Adelanto, on the 12th day of July, 2017.

Cindy M. Herrera, City Clerk, MMC

RESOLUTION NO. APUA 17-05

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ADELANTO PUBLIC UTILITY AUTHORITY APPROPRIATING FUNDS FOR THE PUBIC UTILITY AUTHORITY, FOR THE BUDGET YEAR 2017-2018

WHEREAS, the Public Utility Authority (the "Authority") is a Joint Powers Authority (a public body, corporate an politic) duly created, established to transact business and exercise its powers, all under and pursuant to the Joint Exercise of Powers Act (Article 1 through 4 of Chapter 5, Division 7, Title 1 of the California Government Code) (The "Act"), and

WHEREAS, a budget is vital to the success of the operating divisions of the Adelanto Public Utility Authority; and

NOW, THEREFORE, BE IT RESOLVED that the Authority does hereby agree that the above recitals are true and correct and do hereby adopt and appropriate funds as follow:

Section 1. That the Authority, approves the total appropriation of $8,542,533 for the Water Operations Division of the Authority for the Fiscal Budget Year 2017-2018.

Section 2. That the Authority, approves the total appropriation of $4,542,761 for the Wastewater Treatment Division of the Authority for the Fiscal Budget Year 2017-2018.

PASSED, APPROVED AND ADOPTED at a regular meeting of the Adelanto Public Utility Authority, held on the 12th day of July, 2017.

Rich Kerr, Mayor

Cindy M. Herrera, City Clerk, MMC

I, CINDY M. HERRERA, City Clerk of the City of Adelanto, California, do hereby certify that the foregoing Resolution No. APUA 17-05 was duly and regularly adopted at a regular meeting of the Adelanto Public Utility Authority on the 12th day of July 2017, by the following vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN

IN WITNESS WHEREOF, I hereunto set my hand affix the official seal of the City of Adelanto, on the 12th day of July 2017.

____

Cindy M. Herrera, City Clerk, MMC

CITY OF ADELANTO
CITY POSITION SUMMARIES AND SALARY TABLES

Personnel

		Low Range	High Range
Management Group			
City Manager	Contract		
City Clerk/Director of Administrative Services		158,000	165,000
Accounting Supervisor	Contract	100,880	100,880
Public Services/EOC Operations Coordinator		66,147	108,845
Senior Management Analyst/Risk Manager		66,147	108,845
Confidential Group			
Accounting Technician II		58,315	65,627
Accounting Technician		53,125	59,782
Administrative Specialist		53,125	59,782
Community Safety Manager		85,556	96,298
Customer Service Supervisor		48,006	54,007
Deputy City Clerk/Admin Analyst		66,463	74,790
Development Services Facilitator		59,105	66,508
Executive Assistant		59,105	66,508
Finance Analyst		62,712	70,551
Finance Specialist-HR		62,712	70,551
Information Technology Supervisor		83,389	93,837
Information Technology Specialist		70,592	79,462
Information Systems Tech II		53,148	59,805
Public Services Supervisor		57,164	94,063
Senior Administrative Assistant		57,210	64,386
Senior Administrative Specialist		59,105	66,508
Utility Services Specialist		57,595	64,794

Union Represented Group

	Step A	Step B	Step C	Step D	Step E
Account Clerk III	49,795	51,289	52,828	54,412	56,045
Account Clerk II	42,598	43,876	45,192	46,548	47,944
Account Clerk I	37,190	38,306	39,455	40,639	41,858
Administrative Assistant II	45,754	47,127	48,541	49,997	51,497
Administrative Assistant I	39,607	40,795	42,019	43,279	44,578
Community Safety Officer II	56,714	58,415	60,168	61,973	63,832
Community Safety Officer I	49,785	51,279	52,817	54,402	56,034
Customer Service Representative II	45,900	47,277	48,695	50,156	51,661
Customer Service Representative I	39,603	40,791	42,015	43,275	44,574
Building Inspector II	65,650	67,620	69,648	71,738	73,890
Building Inspector I	56,583	58,280	60,029	61,829	63,684
Counter Service Technician	49,063	50,534	52,051	53,612	55,220
Groundskeeper	36,516	37,611	38,739	39,902	41,099
LLMD Groundskeeper	49,288	50,767	52,290	53,859	55,474
Maintenance Worker - Lead	50,552	52,069	53,631	55,240	56,897
Maintenance Worker III	49,605	51,093	52,626	54,205	55,831
Maintenance Worker II	42,789	44,073	45,395	46,757	48,160
Maintenance Worker I	37,327	38,447	39,600	40,788	42,012
Mechanic - Lead	56,600	58,298	60,047	61,848	63,704

Unrepresented Group

	Hourly Rate	Low Range	High Range
Provisional Account Clerk		17.88	20.12
Provisional Accounting Technician		24.50	27.56
Provisional Administrative Assistant		17.88	20.12
Provisional Code Enforcement		15.00	17.00
Provisional Community Safety Officer		21.96	25.25
Provisional Customer Service Representative		19.04	21.43
Provisional Groundskeeper		15.00	17.00
Provisional Maintenance Worker		15.00	17.00
Provisional Office Assistant		15.45	17.45