



AGENDA

SPECIAL MEETING OF THE ADELANTO CITY COUNCIL, ADELANTO PUBLIC UTILITY AUTHORITY, ADELANTO COMMUNITY BENEFIT CORPORATION, AND THE SUCCESSOR AGENCY BOARD JUNE 29, 2016

City Council
Rich Kerr, Mayor
Jermaine Wright Sr. Mayor Pro Tem
Ed Camargo, Councilor
Charley B. Glasper, Councilor
John R. Woodard, Councilor

City Manager
Cynthia M. Herrera, MMC
City Manager

City Attorney
Curtis R. Wright, Esq.

**Adelanto Governmental Center
City Council Chambers
11600 Air Expressway, Adelanto**

Closed Session: 4:00 p.m.
Open Session: Thereafter

Meetings held:
2nd & 4th Wednesday

NOTE: PLEASE TURN **CELL PHONES OFF** OR PLACE THEM **ON VIBRATE** DURING THE CITY COUNCIL MEETING AS A COURTESY TO OTHERS.

MEMBERS OF THE PUBLIC WISHING TO ADDRESS THE CITY COUNCIL MEMBERS ARE REQUIRED TO FILL OUT A SPEAKER REQUEST FORM AND PLACE IT IN THE TRAY ON THE PODIUM PRIOR TO MEETING. *Thank you, Administrative Staff*

The City Council packet may be reviewed by the public at the reception counter in City Hall. Any writings or documents pertaining to an open session item, provided to a majority of the City Council Members within 72 hours of a regular meeting, shall be made available for public inspection at the reception counter in City Hall at 11600 Air Expressway, Adelanto, California 92301, during normal business hours. **Members of the public can view the agenda or download any staff reports in advance by accessing the City website at www.ci.adelanto.ca.us on Thursday the week before the scheduled meeting.**

AMERICANS WITH DISABILITIES ACT: *In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk Department at (760) 246-2300 ext. 3018 no later than 72 hours prior to the meeting. (28 CFR 34.102.104)*

A. CALL TO ORDER—CLOSED SESSION

TIME: _____

ROLL CALL:	<i>Councilor Camargo</i>	_____
	<i>Councilor Glasper</i>	_____
	<i>Councilor Woodard</i>	_____
	<i>Mayor Pro Tem Wright</i>	_____
	<i>Mayor Kerr</i>	_____

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B. ANNOUNCEMENT OF CLOSED SESSION ITEMS

1. CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION PER GOVERNMENT CODE SECTION 54956.9(d)(1).
 - (a) Main Street California v. City of Adelanto CIVDS1601251

C. PUBLIC COMMUNICATIONS ON CLOSED SESSION ITEMS

D. CONVENE INTO CLOSED SESSION

TIME: _____

1. Motion to go into Closed Session.

M _____ **S** _____ **ACTION** _____

E. CALL TO ORDER—SPECIAL MEETING

TIME: _____

ROLL CALL:

<i>Councilor Camargo</i>	_____
<i>Councilor Glasper</i>	_____
<i>Councilor Woodard</i>	_____
<i>Mayor Pro Tem Wright</i>	_____
<i>Mayor Kerr</i>	_____

INVOCATION: _____

FLAG SALUTE: _____

1. Councilmembers will announce any possible Conflicts of Interest with the Agenda.

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F. CONFLICTS OF INTEREST

G. CLOSED SESSION REPORT

1. City Attorney or City Manager will make an oral report on any reportable actions taken in Closed Session.

H. DELETIONS/ADDITIONS TO AGENDA

1. City Manager to announce if there is any addition/removal of items from the agenda.

I. PUBLIC COMMUNICATIONS

Members of the public wishing to address the City Council Members are required to fill out the yellow speaker card and place it in the **SPEAKER CARD TRAY located on the podium**. The Clerk of the meeting will collect the cards and hand them to the Chair. **REMEMBER ONE CARD PER PERSON you can mark the card to address various items on the agenda.**

This is the time and place for members of the public to comment on any matter within the jurisdiction of the City Council. After receiving recognition from the Chair, the speaker will walk to the podium and state their name for the record. There is a time limit of three (3) minutes when giving your presentation.

Members of the audience may address the City Council on **non-agenda items**; however, in accordance with Government Code section 54954.2, the City Council may not take action on an item not appearing on the posted agenda.

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J. CONSENT CALENDAR

Items on the Consent Calendar are considered routine in nature and non-controversial, and require no further discussion by the City Council. They may be acted on in one motion unless a member of the City Council or member of the audience requests a separate discussion on an item.

MOTION APPROVING THE CONSENT CALENDAR AS PRESENTED

1. Motion waiving the full reading of all ordinances and resolutions. Titles for ordinances and resolutions which appear on the public agenda shall be determined to have been read by title and further reading waived.

2. Approval of Resolution 16-44 adopting Appropriations limit for FY 2016-2017.

RESOLUTION NO. 16-44

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
ADELANTO, SAN BERNARDINO COUNTY, CALIFORNIA,
ESTABLISHING THE FISCAL YEAR 2016-2017 APPROPRIATIONS
LIMIT PURSUANT TO ARTICLE XIII-B OF THE STATE
CONSTITUTION AS REQUIRED BY CALIFORNIA GOVERNMENT
CODE SECTION 7910

3. Approval of Agreement with Civicplus for Website: Annual Services (Enhancements, Maintenance, Support & Hosting).
4. Approval of Warrant:
 - a. Approval of City of Adelanto Warrant, 15/16-12-03, 134305 through 134372 for the total amount of \$201,376.54.
 - b. Approval of City of Adelanto Electronic Fund Transfer, 15/16-12-03, 158 through 160 for the total amount of \$363.97.

M _____ S _____ ACTION _____

SPECIAL MEETING
June 29, 2016

L. PUBLIC HEARING

PUBLIC HEARING OPEN: _____ **PUBLIC HEARING CLOSED:** _____

1. **PUBLIC HEARING:** APPROVE RESOLUTION NO. 16-37: APPROPRIATING FUNDS FOR THE MUNICIPAL BUDGET YEAR 2016-2017. (PENNY)

RECOMMENDATION: That the City Council adopt Resolution No. 16-37 entitled:

RESOLUTION NO. 16-37

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ADELANTO,
SAN BERNARDINO COUNTY, CALIFORNIA, APPROPRIATING FUNDS
FOR THE MUNICIPAL BUDGET YEAR 2016-2017.

M _____ S _____ ACTION _____

PUBLIC HEARING OPEN: _____ **PUBLIC HEARING CLOSED:** _____

2. **PUBLIC HEARING:** APPROVE APUA RESOLUTION NO. 16-02: APPROPRIATING FUNDS FOR THE PUBLIC UTILITY AUTHORITY, FOR THE BUDGET YEAR 2016-2017. (PENNY)

RECOMMENDATION: That the Authority Members adopt APUA Resolution No. 16-02 entitled :

APUA RESOLUTION NO. 16-02

A RESOLUTION OF THE AUTHORITY MEMBERS OF THE CITY OF
ADELANTO, SAN BERNARDINO COUNTY, CALIFORNIA,
APPROPRIATING FUNDS FOR THE PUBLIC UTILITY AUTHORITY, FOR
THE BUDGET YEAR 2016-2017

M _____ S _____ ACTION _____

SPECIAL MEETING

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PUBLIC HEARING OPEN: _____ **PUBLIC HEARING CLOSED:** _____

3. **PUBLIC HEARING:** APPROVE RESOLUTION NO. 16-38 APPROPRIATING FUNDS FOR THE COMMUNITY BENEFIT CORPORATION BUDGET YEAR 2016-17. (PENNY)

RECOMMENDATION: That the City Council adopt Resolution No. 16-38 entitled:

RESOLUTION NO. 16-38

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ADELANTO, SAN BERNARDINO COUNTY, CALIFORNIA, APPROPRIATING FUNDS FOR THE COMMUNITY BENEFIT CORPORATION BUDGET YEAR 2016-2017

M _____ S _____ ACTION _____

PUBLIC HEARING OPEN: _____ **PUBLIC HEARING CLOSED:** _____

4. **PUBLIC HEARING:** APPROVE RESOLUTION NO. 16-45: ESTABLISHING COMPENSATION RATES FOR MUNICIPAL EMPLOYEES FISCAL YEAR 2016/2017. (PENNY)

RECOMMENDATION: That the City Council adopt Resolution No. 16-45 entitled:

RESOLUTION NO. 16-45

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ADELANTO, SAN BERNARDINO COUNTY, CALIFORNIA, ESTABLISHING COMPENSATION RATES FOR MUNICIPAL EMPLOYEES FISCAL YEAR 2016-2017. (PENNY)

M _____ S _____ ACTION _____

SPECIAL MEETING
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L. ITEMS REMOVED FROM THE CONSENT CALENDAR

M. CITY MANAGERS ANNOUNCEMENTS AND REPORTS

N. CITY COUNCIL ANNOUNCEMENTS AND REPORTS

O. ADJOURNMENT

The next Workshop Meeting of the City Council will be held on July 11, 2016, at 4:00 p.m. The Regular Meeting of the City Council will be held on July 13, 2016, at 7:00 p.m.

TIME OUT: _____

M _____ S _____ ACTION _____

P. DECLARATION OF POSTING

I, CINDY M. HERRERA, CITY CLERK OF THE CITY OF ADELANTO, OR MY DESIGNEE, HEREBY CERTIFY THAT A TRUE, ACCURATE COPY OF THE FOREGOING AGENDA WAS POSTED ON JUNE 28, 2016, TWENTY (24) HOURS PRIOR TO THE MEETING PER GOVERNMENT CODE 54956.a IN THE GOVERNMENTAL CENTER'S DISPLAY CASE, 11600 AIR EXPRESSWAY, AND ADELANTO, CALIFORNIA.



CYNTHIA M. HERRERA, CITY CLERK, MMC

SPECIAL MEETING
June 29, 2016

YOUR CITY GOVERNMENT

CHARTER CITY: Ratified by the electors of the City at an election on November 3, 1992. “A Charter City can do what the Charter permits it to do, so long as there is not direct violation of the State Constitution.”

CITY COUNCIL: The City Council of the legislative and policy-making body of the City. The City Council is composed of one elected Mayor and four Council Members, elected at large (to represent the entire City), to serve four year, staggered terms.

CITY MANAGER: The City Manager is the chief executive officer responsible for the administration of City affairs.

CITY COUNCIL MEETING: The regular meeting of your City Council is a vital part of the democratic process in the conduct of the City’s affairs. These meetings are open to the public and conducted by your elected representatives who are responsible, as a body, for the operation of Adelanto’s City Government. The Council appreciates your interest and urges citizen participation in government matters.

LEGISLATIVE TERMS

ORDINANCES: Ordinances are the means by which the City enacts its local laws. Unless an urgent situation exists, ordinances will first be presented at a Council meeting as a “first reading.” At a subsequent Council meeting, there will be a second reading and adoption. Ordinances go into effect after a waiting period of thirty days, in most cases, during which time the summary of the ordinance is published in a local newspaper approved for this purpose.

RESOLUTIONS: Resolutions and minute orders are the means by which the City Council formally adopts policies or approves specific actions. These go into effect when adopted.



Rich Kerr
Mayor

Jermaine Wright Sr.
Mayor Pro-Tem

Ed Camargo
Council Member

Charley B. Glasper
Council Member

John "Bug" Woodard Jr.
Council Member

Cynthia M. Herrera, MMC
City Manager

**SPECIAL
MEETING NOTICE
JUNE 29, 2016
4:00 P.M.**

**NOTICE OF A SPECIAL MEETING OF THE
CITY OF ADELANTO CITY COUNCIL
AND ADELANTO PUBLIC FINANCING AUTHORITY
AND ADELANTO PUBLIC UTILITY AUTHORITY
AND ADELANTO COMMUNITY BENEFIT CORPORATION
AND
THE SUCCESSOR AGENCY BOARD**

NOTICE IS HEREBY GIVEN that the Special meeting of City Council, Adelanto Public Financing Authority, Adelanto Public Utility Authority, Adelanto Community Benefit Corporation, and the Successor Agency Board of the City of Adelanto will meet in a Joint Meeting at the following time and place.

TIME

Closed Session : 4:00 P.M.
Special Meeting thereafter
Wednesday
June 29, 2016

PLACE

Adelanto Governmental Center
Adelanto Council Chambers
11600 Air Expressway
Adelanto, CA 92301

City Clerk of the City of Adelanto
and of the City Council thereof

DATED: June 28, 2016



CITY COUNCIL AGENDA REPORT

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

DATE: June 29, 2016

TO: Honorable Mayor and City Council Members

FROM: Cynthia M. Herrera, MMC, City Manager/City Clerk

BY: Penny Rose, Accounting Supervisor

SUBJECT: APPROVE RESOLUTION 16-44 ADOPTING APPROPRIATIONS LIMIT FOR THE
FY 2016-2017

STAFF RECOMMENDATION:

Approve Resolution 16-44 adopting appropriations limit for 2016-17.

BACKGROUND:

The Gann Limit has been incorporated into the budget process as part of complying with California Society of Municipal Finance Officers (CSMFO) and Government Finance Officers Association (GFOA) guidelines. In November 1979 voters passed Proposition 4, also known as the Gann Initiative. Proposition 4, which are now incorporated into Article XIII (B) of the California Constitution, provide that the City's annual appropriations be subject to certain State limitations. This appropriation limit is referred to as the Gann Spending Limitation (Gann Limit). The calculation limits the increase in annual appropriations to a factor which is based on a combination of population growth, State per capita income change, and the change in assessment value for non-residential property. Appropriations for proprietary related activities, such as water, wastewater, airport, etc., and redevelopment functions are not subject to the limit. When the limit is exceeded, Proposition 4 requires the surplus to be returned to the taxpayers within two years by reducing tax rates or fees. Appropriations in the two year period can be averaged before becoming subject to the excess revenue provisions of the Gann Limit.

FISCAL IMPACT:

There is no fiscal impact at this time. The City's expected "proceeds of taxes" for 2016-17 does not exceed the calculated appropriations limit.

ATTACHMENTS:

1. Resolution 16-44
2. Exhibit A
3. Exhibit B

RESOLUTION NO. 16-44

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY
OF ADELANTO, SAN BERNARDINO COUNTY, CALIFORNIA,
ESTABLISHING THE FISCAL YEAR 2016-2017 APPROPRIATIONS
LIMIT PURSUANT TO ARTICLE XIII-B OF THE STATE CONSTITUTION
AS REQUIRED BY CALIFORNIA GOVERNMENT CODE SECTION 7910**

WHEREAS, Article XIII-B of the California constitution requires that an Appropriations Limit be determined and established annually for each government entity within the State of California.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ADELANTO AS FOLLOWS:

SECTION 1. That the City Council of the City of Adelanto hereby established the Fiscal Year 2016-2017 Appropriations Limit pursuant article XIII-B of the State of Constitution as required by California Government Code, Section 2228.

SECTION 2. That the limit of \$ 9,902,947 determined on Exhibit "A" attached hereto and incorporated herein by reference is the established limit for Fiscal Year 2016-2017.

SECTION 3. That the City of Adelanto, as shown in said Exhibit "B" has complied with the limit imposed on appropriations and that proceeds of taxes of \$ 5,576,640 will not exceed the appropriation limit for Fiscal Year 2016-2017.

PASSED, APPROVED and ADOPTED at a regular meeting of the City Council of the City of Adelanto, held on the 29th day of June, 2016.

Mayor, Rich Kerr

ATTEST:

Deputy City Clerk, Brenda Lopez, CMC

RESOLUTION 16-44

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I, Brenda Lopez, Deputy City Clerk of the City of Adelanto, California, do hereby certify that the foregoing Resolution No. 16-44 was duly and regularly adopted at a regular meeting of the City Council of the City of Adelanto on the 29th day of June, 2016, by the following vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

Brenda Lopez, Deputy City Clerk

EXHIBIT "A"
 CITY OF ADELANTO
 APPROPRIATION LIMIT CALCULATION
 FOR THE FISCAL YEAR ENDED JUNE 30, 2017

APPROPRIATION LIMIT JUNE 30, 2016		\$9,293,247
PRICE CHANGE (1):		
PER CAPITA INCOME	5.37%	
NON-RESEIDENTIAL		
NEW CONSTRUCTION	0.00%	
GREATER OF TWO OPTIONS		5.37%
POPULATION CHANGE (2)		
ADELANTO 1/1/16	1.13%	
SAN BERNARDINO COUNT 1/1/16	0.93%	
		1.13%
CALCULATION FACTOR FOR JUNE 30, 2017		
PRICE CHANGE FACTOR		1.0537
POPULATION CHANGE FACTOR		1.0113
TOTAL (PRICE X POPULATION)		1.06560681
GROSS APPROPRIATION LIMIT JUNE 30, 2017		\$9,902,947
ADJUSTMENTS		\$0
APPROPRIATIONS LIMIT FOR 2016-2017		\$9,902,947

(1) ALLOWED TO USE THE LARGER OF THE STATES PER CAPITA INCOME INCREASE OR THE CITY'S INCREASE IN TAXABLE PROPERTY VALUES DUE TO NON-RESIDENTIAL CONSTRUCTION AS A PERCENTAGE OF THE TOTAL TAXABLE VALUE INCREASE

(2) ALLOWED TO USE THE LARGER OF CITY'S OR COUNTY'S PERCENTAGE POPULATION INCREASE

EXHIBIT "B"
 CITY OF ADELANTO
 PROCEEDS OF TAXES
 GANN APPROPRIATION CALCULATION
 JUNE 30, 2017

DESCRIPTION	TOTAL BUDGET	PROCEEDS OF TAXES	NON- TAXES
GENERAL FUND:			
TAXES AND ASSESSMENTS	3,283,642	3,283,642	
LICENSES AND PERMITS	1,635,620		1,635,620
FINES AND FORFEITURES	187,000		187,000
PROPERTY LEASES/MAINTENANCE			
INTERGOVERNMENTAL:			
AB2766			
MOTOR VEHICLE IN LIEU	2,292,998	2,292,998	
OFF-HIGHWAY MOTOR VEHICLE			
OTHER	252,000		252,000
SERVICE FEES			
ADMINISTRATION FEES	550,000		550,000
CHARGES FOR SERVICES	342,400		342,400
SALES AND EXCHANGE OF PROPERTY			
TRANSFERS AND OTHER REVENUES	3,232,343		3,232,343
	11,776,003	5,576,640	6,199,363
INTEREST*	660,000		660,000
TOTAL BUDGET	12,436,003	5,576,640	6,859,363

* INCLUDES INTEREST ON LOAN REPAYMENT FROM APUA



CITY COUNCIL AGENDA REPORT

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

DATE: June 29, 2016

TO: Honorable Mayor and City Council Members

FROM: Cynthia M. Herrera, MMC, City Manager/City Clerk

BY: Benjamin Piña, Information Technology Supervisor 

SUBJECT: APPROVAL OF AGREEMENT WITH CIVICPLUS FOR WEBSITE: ANNUAL SERVICES
(ENHANCEMENTS, MAINTENANCE, SUPPORT & HOSTING)

STAFF RECOMMENDATION:

Staff recommends the City Council approve an annual contract with CivicPlus for the replacement/upgrade of the City of Adelanto's official website (www.ci.adelanto.ca.us).

BACKGROUND:

The City has been using GovOffice since 2008 (8+ yrs) to host and design our City of Adelanto's website. Due to the ever changing advances in technology and the need to provide more information to our residents, GovOffice does not fit needs at this time.

Staff recommends moving forward with the annual services contract with CivicPlus. The CivicPlus system is built specifically to service government agencies of all sizes with over two thousand city, state and local government clients. Their content management system is extremely intuitive and easy to use. CivicPlus provides the most functionality "out of the box" and have also agreed to include their Development/Implementation for FREE (\$6,000 value) with an annual service of \$7,000.

This includes the redesign, implementation, hosting and annual support/maintenance. The proposal includes hosting of the new website in CivicPlus's primary datacenter. They guarantee 99.9% uptime with a service credit in the event they do not meet the SLA.

FISCAL IMPACT:

There is no fiscal impact at this time. – Included in FY 16-17 budget.

ATTACHMENTS:

1. CIVICPLUS: Service & License Agreement Contract Information
2. Exhibit A.1 - CivicPlus Statement of Work #1



Contact Information

Organization

URL

Street Address

Address 2

City

State

Postal
Code

CivicPlus provides telephone support for all trained clients from 7am –7pm Central Time, Monday-Friday (excluding holidays). Emergency Support is provided on a 24/7/365 basis for representatives named by the Client. Client is responsible for ensuring CivicPlus has current updates.

Emergency Contact & Mobile Phone

Emergency Contact & Mobile Phone

Emergency Contact & Mobile Phone

Billing Contact

E-Mail

Phone

Ext.

Fax

Billing Address

Address 2

City

ST

Postal
Code

Tax ID #

Sales Tax
Exempt #

Billing Terms

Account
Rep

Info Required on Invoice (PO or Job #)

Contract Contact

Email

Phone

Ext.

Fax

Project Contact

Email

Phone

Ext.

Fax

Master Services Agreement

THIS Master Services Agreement (“Agreement”) is agreed to by and between CivicPlus, Inc. (“CivicPlus”) and Adelanto, California (“Client”) (jointly, “Parties”) and shall be effective as of the later date of signing indicated at the end of this Agreement (“Effective Date”).

RECITALS

WHEREAS, CivicPlus is engaged in the business of developing, marketing and selling custom community engagement platforms that include web sites, web interfaces and portals and a proprietary government content management system and associated modules; in addition to project development, design, implementation, support and hosting services;

WHEREAS, Client wishes to engage in a relationship with CivicPlus for website development and hosting services;

WHEREAS, Client and CivicPlus have agreed to alter certain terms as set forth in the Agreement by this written instrument duly executed by the Parties, the modification of terms as specified in this amendment.

NOW, THEREFORE, Client and CivicPlus agree as follows:

Term & Termination

1. The term of this agreement shall be the later of 1 year from the Effective Date or the termination or expiration of any associated Statement of Work (“SOW”).
2. Either Party may terminate this Agreement or any associated SOW at the end of the Agreement term by providing the other Party with 60 days’ written notice prior to the contract renewal date.
3. Unless terminated by either Party pursuant to Section 2, this Agreement will renew another 1-year term.
4. Notwithstanding the above, in the event this Agreement or any SOW is terminated, any outstanding invoices for Project Development shall become due in full and any outstanding Annual Services shall be prorated from the beginning of the renewal term to the date of termination.

Statements of Work

5. CivicPlus agrees to perform services and/or produce deliverables in accordance with the Statement(s) of Work in consideration of the fees described in the same Statement(s) of Work. Multiple and successive Statement(s) of Work may be entered into hereto. Such Statement(s) of Work are incorporated into this Agreement by reference and subject to the terms & conditions contained herein pursuant to Section 23.

Invoicing & Payment Terms

6. Invoices shall be sent electronically in the manner described in the relevant Statement of Work. Upon request CivicPlus will mail invoices and the Client will be charged a \$5.00 convenience fee.
7. Payment shall be due 30 days from date of invoice. Unless otherwise limited by law, a finance charge of 2.9 percent (%) per month or \$5.00, whichever is greater, will be added to past due accounts. Payments received will be applied first to finance charges, then to the oldest outstanding invoice(s).
8. Client allows CivicPlus to display a “Government Websites by CivicPlus” insignia, and web link at the bottom of their web pages. Client understands that the pricing and any related discount structure provided under this Agreement assumes such perpetual permission.
9. If a client change in timeline causes CivicPlus to incur additional expenses (i.e. airline change fees), Client agrees to reimburse CivicPlus for those fees. Not to exceed \$1,000 per CivicPlus resource per trip.

Ownership & Content Responsibility

10. Upon full and complete payment of submitted invoices for any SOW Project Development Fees, Client will own the Customer Content (defined as website graphic designs, the page content, all module content, all importable/exportable data, and all archived information relevant to the work and deliverables of the given SOW).
11. Upon completion of any SOW Project Development, Client will assume full responsibility for website content maintenance and content administration. Client, not CivicPlus, shall have sole responsibility for the accuracy, quality, integrity, legality, reliability, appropriateness, and intellectual property ownership or right to use of all Customer Content.
12. Client agrees that CivicPlus shall not migrate, convert, or port content or information that could reasonably be construed to be time-sensitive, such as calendar or blog content, in any project.

Intellectual Property & Ownership



Master Services Agreement for **Adelanto, CA**

13. Intellectual Property of the CivicPlus Government Content Management System (GCMS®) will remain the property of CivicPlus.
14. Client shall not (i) license, sublicense, sell, resell, transfer, assign, distribute or otherwise commercially exploit or make available to any third party the GCMS® software in any way; (ii) modify or make derivative works based upon the GCMS® software; (iii) create Internet “links” to the GCMS® software or “frame” or “mirror” any GCMS® administrative access on any other server or wireless or Internet-based device; or (iv) reverse engineer or access the GCMS® software in order to (a) build a competitive product or service, (b) build a product using similar ideas, features, functions or graphics of the GCMS® software, or (c) copy any ideas, features, functions or graphics of the GCMS® software. The CivicPlus name, the CivicPlus logo, and the product and module names associated with the GCMS® software are trademarks of CivicPlus, and no right or license is granted to use them.

Indemnification

15. To the extent permitted by the law of Client’s state, Client and CivicPlus shall defend, indemnify and hold the other Party harmless, its partners, employees, and agents from and against any and all lawsuits, claims, demands, penalties, losses, fines, liabilities, damages, and expenses including attorney’s fees of any kind, without limitation, in connection with the operations of and installation of software contemplated by this Agreement, or otherwise arising out of or in any way connected with the CivicPlus provision of service and performance under this Agreement. This section shall not apply to the extent that any loss or damage is caused by the gross negligence or willful misconduct on the part of either party.

Liabilities

16. CivicPlus will not be liable for any act, omission of act, negligence or defect in the quality of service of any underlying carrier or other service provider whose facilities or services are used in furnishing any portion of the service received by the Client.
17. CivicPlus will not be liable for any failure of performance that is caused by or the result of any act or omission by Client or any entity employed/contracted on the Client’s behalf.
18. Client agrees that it is solely responsible for any solicitation, collection, storage, or other use of end-users’ Personal Data on the website. Client further agrees that CivicPlus has no responsibility for the use or storage of end-users’ Personal Data in connection with the website or the consequences of the solicitation, collection, storage, or other use by Client or by any third party of Personal Data.
19. User logins are for designated Users and cannot be shared or used by more than one User. Client will be responsible for the confidentiality and use of User’s passwords and user names. Client will also be responsible for all Electronic Communications, including those containing business information, account registration, account holder information, financial information, Client Data, and all other data of any kind contained within emails or otherwise entered electronically through the GCMS® software or under Client’s account. CivicPlus will act as though Client will have sent any Electronic Communications it receives under Client’s passwords, user name, and/or account number. Client shall use commercially reasonable efforts to prevent unauthorized access to or use of the GCMS® software and shall promptly notify CivicPlus of any unauthorized access or use of the GCMS® software and any loss or theft or unauthorized use of any User’s password or name and/or user personal information.
20. Client shall comply with all applicable local, state, and federal laws, treaties, regulations, and conventions in connection with its use of the GCMS® software.

Force Majeure

21. No party shall have any liability to the other hereunder by reason of any delay or failure to perform any obligation or covenant if the delay or failure to perform is occasioned by force majeure, meaning any act of God, storm, fire, casualty, unanticipated work stoppage, strike, lockout, labor dispute, civic disturbance, riot, war, national emergency, act of Government, act of public enemy, or other cause of similar or dissimilar nature beyond its control.

Taxes

22. It is CivicPlus’ policy to pass through sales tax in those jurisdictions where such tax is required. If the Client is tax-exempt, the Client must provide CivicPlus proof of their tax-exempt status, within fifteen (15) days of contract signing, and this agreement will not be taxed. If the Client’s state taxation laws change, the Client will begin to be charged sales tax in accordance with their jurisdiction’s tax requirements and CivicPlus has the right to collect payment from the Client for past due taxes.

Other Documents

23. The following are to be attached to and made part of this Contract:



Master Services Agreement for **Adelanto, CA**

- a. Exhibit A - Statement(s) of Work;
24. In the case of any conflict between the terms of this Agreement and any incorporated documents, such conflicts shall be resolved will the incorporated documents taking the following order precedence:
- a. This Master Services Agreement;
 - b. Exhibit A - Statement(s) of Work in descending order of execution (for example, the most recent SOW will control over other in the event of a conflict in terms).

Interlocal Purchasing Consent

25. This Agreement and any attached SOWs may be extended to any public entity in the State of California to purchase at SOW prices in accordance with the terms stated herein.

Miscellaneous Provisions

- 26. The invalidity, in whole or in part, of any provision of this Agreement shall not void or affect the validity of any other provision of this Agreement.
- 27. No amendment or change to this Agreement or any included SOW shall be effective unless by a written instrument executed by each of the Parties.

Acceptance

We, the undersigned, agreeing to the conditions specified in this document, understand and consent to the terms & conditions of this Agreement.

Client

Date

CivicPlus

Date

Sign and E-mail the entire contract with exhibits to:

Contracts@CivicPlus.com

We will e-mail a counter-signed copy of the contract back to you so we can begin your project.

CivicPlus does not require a physical copy of the contract, however, if you would like a physical copy of the contract, mail one (1) copy of the contract with original signature to:

CivicPlus Contract Manager
302 S. 4th Street, Suite 500
Manhattan, KS 66502

Upon receipt of signed original, we will counter-sign and return the copy for your files.



Exhibit A.1 - CivicPlus Statement of Work #1

All Quotes are in US Dollars and Valid through June 30, 2016.

Project Development and Deployment	
<ul style="list-style-type: none"> • First Year Annual Services (Initial GCMS® upgrades, maintenance, support and hosting) • Server Storage not to exceed 20 GB • Services and Deliverables as described in Addendum 1 • Premium suite of modules, as described in Addendum 2 • All pages of content migrated from http://www.ci.adelanto.ca.us/ • Ongoing recurring 36-month redesign, as described in Addendum 3 • 3 years Agendas & Minutes in PDF or DOC format migrated • 3 Days Virtual Training Implementation Training 	Included
Project Enhancements	
<ul style="list-style-type: none"> • Design Essentials • Predictive Search • 1 Year of Virtual Webmaster (5 hours monthly) • CivicMobile • CivicMedia with 10 GB additional storage • CivicSend 	Included
Annual Services (Continuing GCMS® Enhancements, Maintenance, Support and Hosting)	\$7,000
<i>Subject to annual 5% increase year 2 and beyond</i>	
Total Annual Services	
	\$7,000

1. Performance and payment under this SOW shall be subject to the terms & conditions of the Agreement by and between Client and CivicPlus, to which this Statement of Work #1 (SOW #1) is hereby attached as Exhibit A.1.
2. This SOW #1 shall remain in effect for an initial term of one year (12 months) from signing. In the event that neither party gives 60 days' notice to terminate prior to the end of the initial or any subsequent renewal term, this Agreement will automatically renew for an additional 1-year Renewal Term.
3. For a period of one year following the date of signing of this SOW #1 ("Guarantee Period"), Client party may terminate this SOW #1 upon providing written notice to CivicPlus no less than 60 days prior to the intended date of termination. Any funds paid to CivicPlus under this SOW #1 shall be remitted to Client within 6 months of such termination taking effect during the Guarantee Period.
4. Invoicing for Initial Term Annual Services shall begin upon signing of this SOW #1.
5. Renewal Term Annual Services shall be invoiced on the date of signature of relevant calendar years. Annual services, including but not limited to hosting, support and maintenance services, shall be provisioned in accordance with Addendum 4 to this SOW #1 and shall be subject to a 5% annual increase beginning in Year 2 of service.
6. After thirty-six (36) months of continuous service, Client is entitled to a no-cost redesign, details noted in Addendum 3. Redesigns that include additional features not available on the original website may be subject to additional charges. Additional features include, but are not limited to, additional modules and integration of third-party software.
7. The Client will be invoiced electronically through email. Upon request CivicPlus will mail invoices and the Client will be charged a \$5.00 convenience fee.



Acceptance

We, the undersigned, agreeing to the conditions specified in this document, understand and authorize the provision of services outlined in this Agreement.

Client

Date

CivicPlus

Date



Addendum 1 to Exhibit A.1 - Project Development Division of Work

Kick-Off	
<u>Deliverable:</u> Project Timeline, training jump start information, online forms, kick-off meeting	
<p>CivicPlus will:</p> <ul style="list-style-type: none"> • assign a project manager to this project • conduct a Project Kick-off to review awarded contract • establish communication plan for the duration of the project effort • work with Client to identify all key internal and external project stakeholders • develop project timeline • provide access to CivicPlus University (online training manuals, videos and other resources) for the Client staff 	<p>Client will:</p> <ul style="list-style-type: none"> • complete the following prior to Phase 1: Website Optimization Form, Content Form, and DNS Worksheet • review and approve of project timeline within 5 business days • attend a kick-off meeting with key stakeholders or decision makers • if modifications are required after the review of the initial project timeline, Client has 10 business days to address the modifications and come to a consensus • approve the project timeline (limited to two reviews) prior to proceeding with the project • update the current primary live website content and delete any pages from the website that are no longer wanted or needed
Phase 1: Website Optimization	
<u>Deliverable:</u> Website Optimization Meeting	
<p>CivicPlus will:</p> <ul style="list-style-type: none"> • communicate status to Client, key stakeholders and personnel via emails or phone calls as needed • review the goals and expectations submitted on the forms Client completed to ensure Client needs are clearly understood • gather preliminary design data for use 	<p>Client will provide:</p> <ul style="list-style-type: none"> • statistics from the current website from the past 12 months (optional) • pictures to be used in the overall design of the new website • a list of all divisions and/or departments within the organization • a list of third-party and in-house developed applications presently being utilized on the current website • a site map or outline of the current website's navigational structure if possible • a list of any content on the current primary website that must remain as is (verbatim) because of legal requirements
Phase 2: Website Layout	
<u>Deliverable:</u> Website grayscale layout and mood board color pallet presentation	
<p>CivicPlus will:</p> <ul style="list-style-type: none"> • present one custom layout in grayscale form and one mood board color palette based on the goals determined in the previous phase. The presented layout will show the placement of the navigation, graphic button and feature areas. The mood board will reflect the color and imagery that will represent the tone of the design • begin development of the website design upon layout and mood board approval 	<p>Client will:</p> <ul style="list-style-type: none"> • approve one layout and the mood board • review marketing packet material and guidelines • Website Layout billing milestone complete



<p>Phase 3: Website Reveal <u>Deliverable:</u> Website design and production website.</p>	
<p>CivicPlus will:</p> <ul style="list-style-type: none"> • present a fully functional website on a production URL • migrate content pages to the production URL as described in Exhibit A.1 Statement of Work. • conduct a quality review of the website to ensure the functionality and usability standards are met • work with Client to prepare for training • migrate Agendas & Minutes in Microsoft Word.DOC or Adobe PDF format as described in Exhibit A.1 Statement of Work. 	<p>Client will:</p> <ul style="list-style-type: none"> • evaluate the website design and content and provide CivicPlus with feedback • collaborate with CivicPlus on proposed changes • revise the design according to the approved timeline • if revised design changes are requested after the design approval timeline date, the project's Go Live date will be adjusted out (training and billing milestones will remain as per approved timeline) • provide CivicPlus will all the necessary DNS items identified for the website
<p>Phase 4: Implementation Training (See Exhibit A.1 Statement of Work for details) <u>Deliverable:</u> Train System Administrator(s) on GCMS® Administration, permissions, setting up groups and users, module administration. Basic User training on pages, module entries, applying modules to pages. Applied use and usability consulting to result in effective communication through your website.</p>	
<p>CivicPlus will:</p> <ul style="list-style-type: none"> • provided training to Client before the website goes live • train staff members based on internal daily tasks and workflow • train staff members on how to use the GCMS®, update content pages and modules 	<p>Client will:</p> <ul style="list-style-type: none"> • provide a location for training in Client with internet access • provide computers for staff to be trained on • Phase 4: Training billing milestone complete
<p>Phase 5: Go Live <u>Deliverable:</u> Custom website launched to the public.</p>	
<p>CivicPlus will:</p> <ul style="list-style-type: none"> • address system issues and bugs that Client finds • redirect the domain name to the newly developed website as per approved timeline 	<p>Client will:</p> <ul style="list-style-type: none"> • test and update the final site as per approved timeline • notify CivicPlus on any system issues or bugs found in the website



Addendum 2 to Exhibit A.1 – Modules & Functionalities

Project Development and Deployment Includes the Following:	
Modules	Functionality
<ul style="list-style-type: none"> • Agenda Center • Alerts Center & Emergency Alert Notification • Archive Center • Bid Postings • Blog • Business/Resource Directory • Calendar • Citizen Request Tracker™ (5 users) • Community Connection • Community Voice™ • Document Center • ePayment Center (NOTE: Requires additional fee as a third-party service) • Facilities & Reservations • Frequently Asked Questions • Forms Center • Job Postings • My Dashboard • News Flash • Notify Me® email and 500 SMS subscribers • Photo Gallery • Quick Links • Real Estate Locator • Spotlight • Staff Directory 	<ul style="list-style-type: none"> • Action Items Queue • Audit Trail / History Log • Automated PDF Converter • Automatic Content Archiving • Dynamic Breadcrumbs • Dynamic Sitemap • Expiring Items Library • Graphic Link Administration • Links Redirect • Menu Management • Mouse-over Menu Structure • Online Editor for Editing and Page Creation (WYSIWYG) • Online Web Statistics • Printer Friendly/Email Page • RSS • Site Layout Options • Site Search & Entry Log • Slideshow • Social Media Integration (Facebook, Twitter, Instagram) • User & Group Administration Rights • Web Page Upload Utility • Website Administrative Log



Addendum 3 to Exhibit A.1 - Redesign Details

CivicPlus Project Development Services & Scope of Services for CP Basic Redesign

- New design for all items originally contracted for (main site, department headers and subsites)
- Redevelop banner
- Redevelop navigation method (may choose top drop-down or other options)
- Design setup - wireframe
- Redevelop graphic elements of website (Newsflash, FAQs, Calendar, etc.)
- Project Management
- Testing
- Review
- Content Migration – Includes retouching of all existing published pages to ensure proper formatting, and application of new site styles. Note: Content will **not** be rewritten, reformatted or pages broken up (shortened or re-sectioned)
- Site styles and page layouts will be touched so all pages match the new design and migrate cleanly
- Spelling and broken links will be checked and reported if unable to correct

Addendum 4 – Hosting, Support and Service Level Agreement

Hosting Details

Data Center	<ul style="list-style-type: none"> • Highly Reliable Data Center • Managed Network Infrastructure • On-Site Power Backup & Generators • Multiple telecom/network providers • Fully redundant Network • Highly Secure Facility • 24/7/365 System Monitoring
Hosting	<ul style="list-style-type: none"> • Automated GCMS® Software Updates • Server Management & Monitoring • Multi-tiered Software Architecture • Server software updates & security patches • Database server updates & security patches • Antivirus management & updates • Server-class hardware from nationally recognized provider • Redundant firewall solutions • High performance SAN with N+2 reliability
Bandwidth	<ul style="list-style-type: none"> • Multiple network providers in place • Unlimited bandwidth usage for normal business operations (does not apply in the event of a cyber attack) • 22 Gb/s burst bandwidth
Disaster Recovery	<ul style="list-style-type: none"> • Emergency After-hours support, live agent (24/7) • On-line status monitor at data center • Event notification emails • Guaranteed recovery TIME objective (RTO) of 8 hours • Guaranteed recovery POINT objective (RPO) of 24 hours • Pre-emptive monitoring for disaster situations • Multiple data centers • Geographically diverse data centers
DDoS Mitigation	<ul style="list-style-type: none"> • Defined DDoS Attack Process <ul style="list-style-type: none"> • Identify attack source • Identify type of attack • Monitor attack for threshold engagement

Support and Maintenance

Support Services

CivicPlus' on-site support team is available from 7:00 am to 7:00 pm CT to assist clients with any questions, concerns or suggestions regarding the functionality and usage of CivicPlus' GCMS® and associated applications. The support team is available during these hours via CivicPlus' toll-free support number and e-mail. Support personnel will respond to calls as they arrive (under normal circumstances, if all lines are busy, messages will be returned within two hours; action will be taken on e-mails within four hours), and if Client's customer support liaison is unable to assist, the service escalation process will begin.

Emergency support is available 24-hours-a-day for designated, named Client points-of-contact, with members of both CivicPlus' project management and support teams available for urgent requests. Emergency support is provided free-of-charge for true emergencies (ie: website is down, applications are malfunctioning, etc.), though Client may incur support charges for non-emergency requests during off hours (ie: basic functionality / usage requests regarding system operation and management). The current discounted rate is \$175/hour.

CivicPlus maintains a customer support website that is accessible 24-hours-a-day with an approved client username and password.

Service Escalation Processes

In the event that CivicPlus' support team is unable to assist Client with a request, question or concern, the issue is reported to the appropriate CivicPlus department.

Client requests for additional provided services are forwarded to CivicPlus' Client Care personnel.

Client concerns/questions regarding GCMS® or associated application errors are reported to CivicPlus' technical team through CivicPlus' issue tracking and management system to be addressed in a priority order to be determined by CivicPlus' technical team.

All other requests that do not meet these criteria will be forwarded to appropriate personnel within CivicPlus' organization at the discretion of the customer support liaison.

Included Services:	
Support	Maintenance of CivicPlus GCMS®
7 a.m. – 7 p.m. (CST) Monday – Friday (excluding holidays)	Install Service Patches for OS
24/7 Emergency Support	System Enhancements
Dedicated Support Personnel	Fixes
Usability Improvements	Improvements
Integration of System Enhancements	Integration
Proactive Support for Updates & Fixes	Testing
Online Training Manuals	Development
Monthly Newsletters	Usage License
Routine Follow-up Check-ins	
CivicPlus Connection	

CivicPlus Service Level Agreement

CivicPlus will use commercially reasonable efforts to make the GCMS® available with a Monthly Uptime Percentage (defined below) of at least 99.7%, in each case during any monthly billing cycle (the “Service Commitment”). In the event CivicPlus does not meet the Service Commitment, you will be eligible to receive a Service Credit as described below.

Definitions

- “Monthly Uptime Percentage” is calculated by subtracting from 100% the percentage of minutes during the month in which the GCMS, was “Unavailable.” Monthly Uptime Percentage measurements exclude downtime resulting directly or indirectly from any Exclusion (defined below).
- “Unavailable” and “Unavailability” mean:
 - The HTML of the home page of the site is not delivered in 10 seconds or less 3 times in a row when tested from inside our network and returns a status of 200.
 - The Main page of the site returns a status other than 200 or 302 3 times in a row.
- A “Service Credit” is a dollar credit, calculated as set forth below, that we may credit back to an eligible account.

Service Commitments and Service Credits

Service Credits are calculated as a percentage of the total charges paid by you (excluding one-time payments such as upfront payments) for the given calendar month accordance with the schedule below.

Uptime Percentage in Calendar Month	Service Credit as Percentage of Monthly Fee
99.9% or Greater	None
99.9% to 99.0%	3.5%
99.0% to 98.0%	7%
98.0% to 97.0%	14%
97.0% or less	20%

We will apply any Service Credits only against future payments otherwise due from you. Service Credits will not entitle you to any refund or other payment from CivicPlus. A Service Credit will be applicable and issued only if the credit amount for the applicable monthly billing cycle is greater than one dollar (\$1 USD). Service Credits may not be transferred or applied to any other account. Unless otherwise provided in the Client Agreement, your sole and exclusive remedy for any unavailability, non-performance, or other failure by us to provide the service is the receipt of a Service Credit (if eligible) in accordance with the terms of this SLA.

Credit Request and Payment Procedures

To receive a Service Credit, you must submit a claim by opening a case with Support. To be eligible, the credit request must be received by us by the end of the second billing cycle after which the incident occurred and must include:

1. the words “SLA Credit Request” in the subject line;
2. the dates and times of each Unavailability incident that you are claiming;
3. the affected Site domains; and
4. Any documentation that corroborate your claimed outage.

If the Monthly Uptime Percentage of such request is confirmed by us and is less than the Service Commitment, then we will issue the Service Credit to you within one billing cycle following the month in which your request is confirmed by us. Your failure to provide the request and other information as required above will disqualify you from receiving a Service Credit.

SLA Exclusions

The Service Commitment does not apply to any unavailability, suspension or termination of GCMS®, or any other GCMS® performance issues: (i) that result from a suspension; (ii) caused by factors outside of our reasonable control, including any force majeure event or Internet access or related problems beyond the demarcation point of CivicPlus; (iii) that result from any actions or inactions of you or any third party; (iv) that result from your equipment, software or other technology and/or third party equipment, software or other

technology (other than third party equipment within our direct control); (v) that result from any maintenance as provided for pursuant to the Client Agreement; or (vi) arising from our suspension and termination of your right to use the GCMS® in accordance with the Client Agreement (collectively, the “SLA Exclusions”). If availability is impacted by factors other than those used in our Monthly Uptime Percentage calculation, then we may issue a Service Credit considering such factors at our discretion.

Disaster Recovery Feature Service Commitment

CivicPlus will use commercially reasonable efforts to make insure that in the event of a disaster that make the Primary data center unavailable (defined below) Client site will be brought back online at a secondary data center (the “Service Commitment”). In the event CivicPlus does not meet the Service Commitment, you will be eligible to receive a Service Credit as described below.

Definitions

- “Datacenter availability” is determined by inability to provide or restore functions necessary to support the Service. Examples of necessary functions include but are not limited Cooling, Electrical, Sufficient Internet Access, Physical space, and Physical access.
- A “Service Credit” is a dollar credit, calculated as set forth below, that we may credit back to an eligible account.
- Recovery Time Objective (RTO) is the most anticipated time it will take to bring the service back online in the event of a data center event.
- Recovery Point Objective (RPO) the amount of data lost that is considered acceptable.

Service Commitments and Service Credits

Service Credits are calculated as a percentage of the total charges paid by you (excluding one-time payments such as upfront payments) for the month accordance with the schedule below.

Recovery Time Objective	Service Credit Percentage
8 Hours	10% of one month’s fee
Recovery Point Objective	Service Credit Percentage
24 Hours	10% of one month’s fee



CITY COUNCIL AGENDA REPORT

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

DATE: June 29, 2016

TO: Honorable Mayor and City Council Members

FROM: Cynthia M. Herrera, MMC, Interim, City Manager/ City Clerk

BY: Grace Mercado, Accounting Technician

SUBJECT: CONSENT CALENDAR/WARRANT DEMAND SCHEDULE 15/16-12-03

STAFF RECOMMENDATION:

Staff requests Council consider approving Warrant Demand Schedule 15/16-12-03 as presented by the Finance Department.

COUNCIL ACTION REQUESTED:

1. City of Adelanto Warrant Demand Schedule Warrants 134305 through 134372 in the total amount of \$201,376.54.
2. City of Adelanto Warrant Demand Schedule Warrants, Electronic Fund Transfer 158 through 160 in the total amount of \$363.97.

Payment Register

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
04000013-01 - CITY OF ADELANTO GENERAL CHKG									
<u>Check</u>									
134305	06/16/2016	Open			Accounts Payable	MERCADO, GRACIELA	\$1,000.00		
	Invoice		Date	Description		Amount			
	06/16/2016		06/16/2016	G. MERCADO/EMERGENCY LOAN		\$1,000.00			
	Paying Fund			Cash Account		Amount			
	100 - General Fund			100-11001 (Cash in Bank - DCB General Checking)		\$1,000.00			
134306	06/16/2016	Open			Accounts Payable	MURPHY, SCOTT	\$1,000.00		
	Invoice		Date	Description		Amount			
	06/16/2016		06/16/2016	S MURPHY/EMERGENCY LOAN		\$1,000.00			
	Paying Fund			Cash Account		Amount			
	100 - General Fund			100-11001 (Cash in Bank - DCB General Checking)		\$1,000.00			
134307	06/16/2016	Open			Utility Management	CAMPOS, GUY	\$42.27		
				Refund					
	Account Type		Account Number	Description	Transaction Date	Transaction Type			
	Paying Fund			Cash Account		Amount			
	353 - AWA_Water			353-11004 (Cash in Bank-AWA General Checking)		\$42.27			
134308	06/16/2016	Open			Utility Management	DIGGS, MONICA	\$183.18		
				Refund					
	Account Type		Account Number	Description	Transaction Date	Transaction Type			
	Paying Fund			Cash Account		Amount			
	RESIDENTIAL		80003089-001	EVICTED BEFORE ACTIVATION	06/13/2016	REFUND ADJUSTMENT			
	Paying Fund			Cash Account		Amount			
	360 - APUA_Sewer			360-11004 (Cash in Bank-AWA General Checking)		\$183.18			
134309	06/16/2016	Open			Utility Management	FLORES, ANDREW	\$2.17		
				Refund					
	Account Type		Account Number	Description	Transaction Date	Transaction Type			
	Paying Fund			Cash Account		Amount			
	353 - AWA_Water			353-11004 (Cash in Bank-AWA General Checking)		\$2.17			
134310	06/16/2016	Open			Utility Management	JACOBS, TARON	\$70.70		
				Refund					
	Account Type		Account Number	Description	Transaction Date	Transaction Type			
	Paying Fund			Cash Account		Amount			
	353 - AWA_Water			353-11004 (Cash in Bank-AWA General Checking)		\$70.70			
134311	06/16/2016	Open			Utility Management	LONGSHORE, JEFFREY, WAYNE	\$39.27		
				Refund					
	Account Type		Account Number	Description	Transaction Date	Transaction Type			
	Paying Fund			Cash Account		Amount			
	360 - APUA_Sewer			360-11004 (Cash in Bank-AWA General Checking)		\$39.27			
134312	06/16/2016	Open			Utility Management	RUAN	\$853.30		
				Refund					
	Account Type		Account Number	Description	Transaction Date	Transaction Type			
	Paying Fund			Cash Account		Amount			
	353 - AWA_Water			353-11004 (Cash in Bank-AWA General Checking)		\$853.30			
134313	06/16/2016	Open			Utility Management	SALGADO, GRACIELA	\$43.02		
				Refund					
	Account Type		Account Number	Description	Transaction Date	Transaction Type			
	Paying Fund			Cash Account		Amount			
	353 - AWA_Water			353-11004 (Cash in Bank-AWA General Checking)		\$43.02			

City of Adelanto
Payment Register

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
134314	06/16/2016	Open			Utility Management Refund	SHIN, BONG, SOOK	\$102.22		
	<u>Account Type</u>		<u>Account Number</u>	<u>Description</u>	<u>Transaction Date</u>	<u>Transaction Type</u>			
	Paying Fund			Cash Account			Amount		
				353 - AWA_Water	353-11004 (Cash in Bank-AWA General Checking)		\$77.80		
				360 - APUA_Sewer	360-11004 (Cash in Bank-AWA General Checking)		\$24.42		
134315	06/16/2016	Open			Utility Management Refund	STAPLETON, RECEIVER, DAVID	\$234.14		
	<u>Account Type</u>		<u>Account Number</u>	<u>Description</u>	<u>Transaction Date</u>	<u>Transaction Type</u>			
	Paying Fund			Cash Account			Amount		
				353 - AWA_Water	353-11004 (Cash in Bank-AWA General Checking)		\$50.96		
				360 - APUA_Sewer	360-11004 (Cash in Bank-AWA General Checking)		\$183.18		
134316	06/16/2016	Open			Utility Management Refund	UNLIMITED LLC, VINCENT CAPISTRAN, AMERICAN FREEDOMS	\$40.15		
	<u>Account Type</u>		<u>Account Number</u>	<u>Description</u>	<u>Transaction Date</u>	<u>Transaction Type</u>			
	Paying Fund			Cash Account			Amount		
				353 - AWA_Water	353-11004 (Cash in Bank-AWA General Checking)		\$40.15		
134317	06/16/2016	Open			Utility Management Refund	WHITE or CHARLES MILES, EBONY	\$205.36		
	<u>Account Type</u>		<u>Account Number</u>	<u>Description</u>	<u>Transaction Date</u>	<u>Transaction Type</u>			
	Paying Fund			Cash Account			Amount		
				353 - AWA_Water	353-11004 (Cash in Bank-AWA General Checking)		\$101.56		
				360 - APUA_Sewer	360-11004 (Cash in Bank-AWA General Checking)		\$103.80		
134318	06/20/2016	Open			Accounts Payable	PUBLIC EMPLOYEES RETIREMENT SYSTEM	\$8,679.93		
	<u>Invoice</u>		<u>Date</u>	<u>Description</u>		<u>Amount</u>			
	PP#11-2016		06/10/2016	PP#11-2016/RETIREMENT PAYMENT		\$8,679.93			
	Paying Fund			Cash Account		Amount			
				100 - General Fund		100-11001 (Cash in Bank - DCB General Checking)	\$8,328.38		
				353 - AWA_Water		353-11001 (Cash in Bank - DCB General Checking)	\$351.55		
134319	06/20/2016	Open			Accounts Payable	SALCIDO, LILLIAN	\$1,748.65		
	<u>Invoice</u>		<u>Date</u>	<u>Description</u>		<u>Amount</u>			
	06132016		06/20/2016	L. SALCIDO/15/16 TUITION REIMBURSEMENT		\$1,500.00			
	06202016		06/20/2016	L. SALCIDO/REIMB FOR TABLE CLOTHS FOR CITY FUNCTIONS		\$248.65			
	Paying Fund			Cash Account		Amount			
				100 - General Fund		100-11001 (Cash in Bank - DCB General Checking)	\$1,748.65		
134320	06/21/2016	Open			Utility Management Refund	REYES, WILFREDO	\$44.98		
	<u>Account Type</u>		<u>Account Number</u>	<u>Description</u>	<u>Transaction Date</u>	<u>Transaction Type</u>			
	RESIDENTIAL		40016223-002		06/21/2016	REFUND ADJUSTMENT			
	Paying Fund			Cash Account		Amount			
				353 - AWA_Water		353-11004 (Cash in Bank-AWA General Checking)	\$44.98		
134321	06/21/2016	Open			Utility Management Refund	GOVAN, HELEN	\$48.58		
	<u>Account Type</u>		<u>Account Number</u>	<u>Description</u>	<u>Transaction Date</u>	<u>Transaction Type</u>			
	RESIDENTIAL		00006540-002		06/21/2016	REFUND ADJUSTMENT			
	Paying Fund			Cash Account		Amount			

City of Adelanto
Payment Register

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
							\$48.58		
134322	06/21/2016	Open			Utility Management Refund	HARPER, ROSEMARY	\$52.58		
			<u>Account Type</u>	<u>Account Number</u>	<u>Description</u>	<u>Transaction Date</u>	<u>Transaction Type</u>		
			RESIDENTIAL	80008044-003		06/21/2016	REFUND ADJUSTMENT		
			<u>Paying Fund</u>		<u>Cash Account</u>		<u>Amount</u>		
			353 - AWA_Water		353-11004 (Cash in Bank-AWA General Checking)		\$52.58		
134323	06/21/2016	Open			Utility Management Refund	TRUONG, RACHEL, NGA	\$49.78		
			<u>Account Type</u>	<u>Account Number</u>	<u>Description</u>	<u>Transaction Date</u>	<u>Transaction Type</u>		
			RESIDENTIAL	00014184-002		06/21/2016	REFUND ADJUSTMENT		
			<u>Paying Fund</u>		<u>Cash Account</u>		<u>Amount</u>		
			353 - AWA_Water		353-11004 (Cash in Bank-AWA General Checking)		\$49.78		
134324	06/22/2016	Open			Utility Management Refund	CODRINGTON-LEE or BRITTNEY McBRIDE, CHRISTOPHER	\$56.07		
			<u>Account Type</u>	<u>Account Number</u>	<u>Description</u>	<u>Transaction Date</u>	<u>Transaction Type</u>		
			<u>Paying Fund</u>		<u>Cash Account</u>		<u>Amount</u>		
			353 - AWA_Water		353-11004 (Cash in Bank-AWA General Checking)		\$55.57		
			360 - APUA_Sewer		360-11004 (Cash in Bank-AWA General Checking)		\$0.50		
134325	06/22/2016	Open			Utility Management Refund	GB INLAND PROPERTIES LLC	\$200.60		
			<u>Account Type</u>	<u>Account Number</u>	<u>Description</u>	<u>Transaction Date</u>	<u>Transaction Type</u>		
			<u>Paying Fund</u>		<u>Cash Account</u>		<u>Amount</u>		
			353 - AWA_Water		353-11004 (Cash in Bank-AWA General Checking)		\$78.48		
			360 - APUA_Sewer		360-11004 (Cash in Bank-AWA General Checking)		\$122.12		
134326	06/22/2016	Open			Utility Management Refund	GULAYA, SURESH	\$291.60		
			<u>Account Type</u>	<u>Account Number</u>	<u>Description</u>	<u>Transaction Date</u>	<u>Transaction Type</u>		
			<u>Paying Fund</u>		<u>Cash Account</u>		<u>Amount</u>		
			353 - AWA_Water		353-11004 (Cash in Bank-AWA General Checking)		\$124.74		
			360 - APUA_Sewer		360-11004 (Cash in Bank-AWA General Checking)		\$166.86		
134327	06/22/2016	Open			Utility Management Refund	KOVACH, KIMBERLY	\$264.59		
			<u>Account Type</u>	<u>Account Number</u>	<u>Description</u>	<u>Transaction Date</u>	<u>Transaction Type</u>		
			<u>Paying Fund</u>		<u>Cash Account</u>		<u>Amount</u>		
			353 - AWA_Water		353-11004 (Cash in Bank-AWA General Checking)		\$81.41		
			360 - APUA_Sewer		360-11004 (Cash in Bank-AWA General Checking)		\$183.18		
134328	06/22/2016	Open			Utility Management Refund	OLMOS, GAMALIEL	\$12.00		
			<u>Account Type</u>	<u>Account Number</u>	<u>Description</u>	<u>Transaction Date</u>	<u>Transaction Type</u>		
			<u>Paying Fund</u>		<u>Cash Account</u>		<u>Amount</u>		
			360 - APUA_Sewer		360-11004 (Cash in Bank-AWA General Checking)		\$12.00		
134329	06/22/2016	Open			Utility Management Refund	PARISI, ERIN	\$115.16		
			<u>Account Type</u>	<u>Account Number</u>	<u>Description</u>	<u>Transaction Date</u>	<u>Transaction Type</u>		
			<u>Paying Fund</u>		<u>Cash Account</u>		<u>Amount</u>		
			353 - AWA_Water		353-11004 (Cash in Bank-AWA General Checking)		\$115.16		

Payment Register

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
134330	06/22/2016	Open			Utility Management Refund	STAPLETON, DAVID	\$286.16		
	<u>Account Type</u>		<u>Account Number</u>	<u>Description</u>	<u>Transaction Date</u>	<u>Transaction Type</u>			
	Paying Fund			Cash Account			Amount		
				353 - AWA_Water	353-11004 (Cash in Bank-AWA General Checking)		\$102.98		
				360 - APUA_Sewer	360-11004 (Cash in Bank-AWA General Checking)		\$183.18		
134331	06/22/2016	Open			Utility Management Refund	UNG, SAP	\$224.42		
	<u>Account Type</u>		<u>Account Number</u>	<u>Description</u>	<u>Transaction Date</u>	<u>Transaction Type</u>			
	Paying Fund			Cash Account			Amount		
				353 - AWA_Water	353-11004 (Cash in Bank-AWA General Checking)		\$149.00		
				360 - APUA_Sewer	360-11004 (Cash in Bank-AWA General Checking)		\$75.42		
134332	06/22/2016	Open			Utility Management Refund	WILLIAMS, SAUNDRA	\$52.86		
	<u>Account Type</u>		<u>Account Number</u>	<u>Description</u>	<u>Transaction Date</u>	<u>Transaction Type</u>			
	Paying Fund			Cash Account			Amount		
				360 - APUA_Sewer	360-11004 (Cash in Bank-AWA General Checking)		\$52.86		
134333	06/22/2016	Open			Utility Management Refund	YAHWEH, YAHWEH	\$106.57		
	<u>Account Type</u>		<u>Account Number</u>	<u>Description</u>	<u>Transaction Date</u>	<u>Transaction Type</u>			
	Paying Fund			Cash Account			Amount		
				353 - AWA_Water	353-11004 (Cash in Bank-AWA General Checking)		\$76.60		
				360 - APUA_Sewer	360-11004 (Cash in Bank-AWA General Checking)		\$29.97		
134334	06/22/2016	Open			Accounts Payable	FLYERS ENERGY LLC.	\$3,299.59		
	<u>Invoice</u>	<u>Date</u>	<u>Description</u>	<u>Amount</u>					
	CFS1234330	05/31/2016	MONTHLY FUEL FOR V. MAINT.	\$19.33					
	CFS1234448	05/31/2016	MONTHLY FUEL FOR LLMD	\$39.38					
	CFS1232486	05/31/2016	MONTHLY FUEL FOR FACILITY MAINT.	\$541.87					
	CFS1234081	05/31/2016	MONTHLY FUEL FOR WATER CONSERVATION	\$27.75					
	CFS1234126	05/31/2016	MONTHLY FUEL FOR STAFF CAR POOL	\$123.60					
	CFS1234405	05/31/2016	MONTHLY FUEL FOR PARKS	\$68.46					
	CFS1233955	05/31/2016	MONTHLY FUEL FOR STREET DEPT	\$2,479.20					
	<u>Paying Fund</u>		<u>Cash Account</u>	<u>Amount</u>					
	100 - General Fund		100-11001 (Cash in Bank - DCB General Checking)	\$3,271.84					
	353 - AWA_Water		353-11001 (Cash in Bank - DCB General Checking)	\$27.75					
134335	06/22/2016	Open			Accounts Payable	ADELANTO CHAMBER OF COMMERCE	\$30.00		
	<u>Invoice</u>	<u>Date</u>	<u>Description</u>	<u>Amount</u>					
	1823	06/22/2016	Chamber Meeting	\$30.00					
	<u>Paying Fund</u>		<u>Cash Account</u>	<u>Amount</u>					
	100 - General Fund		100-11001 (Cash in Bank - DCB General Checking)	\$30.00					
134336	06/22/2016	Open			Accounts Payable	ADELANTO WATER & SANITATION	\$2,492.02		
	<u>Invoice</u>	<u>Date</u>	<u>Description</u>	<u>Amount</u>					
	00001500-0016-16	06/15/2016	WATER USAGE for 5-1-5-31-16	\$2,305.00					
	00001501-0015-16	06/15/2016	MONTHLY WATER CHG WWTP 5-1-5-31-16	\$112.52					
	20002173-001516	06/15/2016	MINTHLY WATER CC2 5-1-5-31-16	\$74.50					
	<u>Paying Fund</u>		<u>Cash Account</u>	<u>Amount</u>					
	100 - General Fund		100-11001 (Cash in Bank - DCB General Checking)	\$74.50					
	360 - APUA_Sewer		360-11001 (Cash in Bank - DCB General Checking)	\$2,417.52					

Payment Register

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
134337	06/22/2016	Open			Accounts Payable	AVCO DISPOSAL, INC.	\$4,443.45		
	Invoice		Date	Description		Amount			
	1324229		05/31/2016	MAY 2016 TRTASH AT PW YARD		\$1,065.42			
	1324234		05/31/2016	LARGE ITEM DUMPSITE		\$3,378.03			
	Paying Fund			Cash Account		Amount			
	100 - General Fund			100-11001 (Cash in Bank - DCB General Checking)		\$4,443.45			
134338	06/22/2016	Open			Accounts Payable	BEST PRICE AUTO GLASS	\$30.00		
	Invoice		Date	Description		Amount			
	1258		06/17/2016	CHIP GLASS REPAIR ON 2005 GMC		\$30.00			
	Paying Fund			Cash Account		Amount			
	100 - General Fund			100-11001 (Cash in Bank - DCB General Checking)		\$30.00			
134339	06/22/2016	Open			Accounts Payable	BIA BALDY VIEW CHAPTER	\$110.00		
	Invoice		Date	Description		Amount			
	08122016		06/22/2016	ANNUAL WATER CONFERENCE		\$110.00			
	Paying Fund			Cash Account		Amount			
	353 - AWA_Water			353-11001 (Cash in Bank - DCB General Checking)		\$110.00			
134340	06/22/2016	Open			Accounts Payable	CAL-STATE AUTO PARTS, INC.	\$619.61		
	Invoice		Date	Description		Amount			
	274336		06/15/2016	PART FOR V. MAINT.		\$58.00			
	147655		06/15/2016	PAD KIT & FRT DISC BREAK FOR V. MAINT		\$112.71			
	147654		06/15/2016	PAD KIT & FRT DISC BREAKS FOR V. MAINT.		\$225.42			
	147695		06/16/2016	SENSOR ASM-TIRE PRESS IND FOR V. MAINT.		\$167.61			
	147694		06/16/2016	SENSOR ASM-TIRE PRESS IND FOR V. MAINT.		\$55.87			
	Paying Fund			Cash Account		Amount			
	100 - General Fund			100-11001 (Cash in Bank - DCB General Checking)		\$619.61			
134341	06/22/2016	Open			Accounts Payable	CINTAS CORP #150	\$146.85		
	Invoice		Date	Description		Amount			
	150690231		06/14/2016	WEEKLY UNIFORM SERVICE FOR LLMD		\$14.58			
	150690232		06/14/2016	WEEKLY UNIFORM SERVICE FOR FACILITY MAINT.		\$7.29			
	150690233		06/14/2016	WEEKLY UNIFORM SERVICE FOR STREETS		\$7.29			
	150690234		06/14/2016	WEEKLY UNIFORM SERVICE FOR STREETS		\$72.42			
	150690235		06/14/2016	WEEKLY UNIFORM SERVICE FOR V. MAINT.		\$7.29			
	150690236		06/14/2016	WEEKLY MAT SERVICE FOR CITY HALL		\$37.98			
	Paying Fund			Cash Account		Amount			
	100 - General Fund			100-11001 (Cash in Bank - DCB General Checking)		\$146.85			
134342	06/22/2016	Open			Accounts Payable	DICKINSON JANITORIAL SUPPLIES	\$2,794.22		
	Invoice		Date	Description		Amount			
	61843		06/07/2016	TOILET TISSUE, FACIAL TISSUE, & HAND SOAP		\$272.00			
	61846		06/07/2016	TOILET TISSUE AND POLLY LINER		\$339.98			
	61838		06/06/2016	ASPHALT RELEASE FOR ASPHALT TRUCK USED ON CITY STREETS		\$1,592.68			
	61923		06/15/2016	WIPE-ALL & PINK PUMICE GEL FOR V. MAINT.		\$589.56			
	Paying Fund			Cash Account		Amount			
	100 - General Fund			100-11001 (Cash in Bank - DCB General Checking)		\$1,201.54			
	235 - Measure I/70% Local 2010-2040			235-11001 (Cash in Bank - DCB General Checking)		\$1,592.68			

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Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
134343	06/22/2016	Open			Accounts Payable	DOUG PAGE MFG	\$499.60		
	Invoice		Date	Description		Amount			
	119		06/17/2016	A/C Truck Cage Repair		\$499.60			
	Paying Fund			Cash Account		Amount			
	100 - General Fund			100-11001 (Cash in Bank - DCB General Checking)		\$499.60			
134344	06/22/2016	Open			Accounts Payable	DUNFORD ROOFING CO. II	\$33,856.00		
	Invoice		Date	Description		Amount			
	6716		06/07/2016	RE-ROOFING OF SHERIFF DEPT.		\$33,856.00			
	Paying Fund			Cash Account		Amount			
	100 - General Fund			100-11001 (Cash in Bank - DCB General Checking)		\$33,856.00			
134345	06/22/2016	Open			Accounts Payable	ELITE BUILDING SERVICES	\$2,245.50		
	Invoice		Date	Description		Amount			
	1291		06/15/2016	JANITORIAL SERVICES FOR JUNE 2016		\$2,245.50			
	Paying Fund			Cash Account		Amount			
	100 - General Fund			100-11001 (Cash in Bank - DCB General Checking)		\$2,245.50			
134346	06/22/2016	Open			Accounts Payable	FASTSIGNS - 582	\$1,950.30		
	Invoice		Date	Description		Amount			
	2009-17602		06/02/2016	Floor graphic		\$143.98			
	2009-54163		06/03/2016	Restriping of all 4 Code Vehicles		\$1,806.32			
	Paying Fund			Cash Account		Amount			
	100 - General Fund			100-11001 (Cash in Bank - DCB General Checking)		\$1,950.30			
134347	06/22/2016	Open			Accounts Payable	FEDERAL EXPRESS	\$150.27		
	Invoice		Date	Description		Amount			
	5-452-22833		06/17/2016	FedEx Shipping for all Departments - FY 15-16		\$150.27			
	Paying Fund			Cash Account		Amount			
	100 - General Fund			100-11001 (Cash in Bank - DCB General Checking)		\$150.27			
134348	06/22/2016	Open			Accounts Payable	FRONTIER	\$643.43		
	Invoice		Date	Description		Amount			
	070112-5-051016		05/10/2016	CYCLE:05/10/16 - 06/09/16 HDO		\$223.37			
	121187-5-052516		05/25/2016	CYCLE:05/25/16 - 06/24/16 AWA		\$46.19			
	040979-5-052516		05/25/2016	CYCLE:05/25/16 - 06/25/16 AWA		\$1.01			
	121187-5-042516		04/25/2016	CYCLE:04/25/16 - 05/24/16 AWA		\$143.23			
	051608-5-060716		06/07/2016	CYCLE: 06/07/16 - 07/06/16 AWA		\$129.87			
	0709907-5-061316		06/13/2016	CYCLE: 06/13/16 - 07/12/16 IT		\$49.88			
	040299-5-061616		06/16/2016	CYCLE:06/16/16 - 07/15/16 AWA		\$49.88			
	Paying Fund			Cash Account		Amount			
	100 - General Fund			100-11001 (Cash in Bank - DCB General Checking)		\$273.25			
	353 - AWA_Water			353-11001 (Cash in Bank - DCB General Checking)		\$370.18			
134349	06/22/2016	Open			Accounts Payable	HERTZ EQUIPMENT RENTAL CORPORATION	\$235.85		
	Invoice		Date	Description		Amount			
	28669736-001		06/06/2016	BOOM LIFT USED FOR PUTTING UP STREETS BANNERS		\$235.85			
	Paying Fund			Cash Account		Amount			
	100 - General Fund			100-11001 (Cash in Bank - DCB General Checking)		\$235.85			

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Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
134350	06/22/2016	Open			Accounts Payable	HINDERLITER, DE LLAMAS & ASSOCIATES	\$952.43		
	Invoice		Date		Description		Amount		
	0025305-IN		05/11/2016		2ND QTR AUDIT & SALES TAX SERV.		\$952.43		
	Paying Fund				Cash Account		Amount		
	100 - General Fund				100-11001 (Cash in Bank - DCB General Checking)		\$952.43		
134351	06/22/2016	Open			Accounts Payable	HOME DEPOT CREDIT SERVICES	\$1,205.30		
	Invoice		Date		Description		Amount		
	2171746		06/15/2016		16" VT COOLS & 29 PC BLACK OXISE SET		\$1,089.69		
	6180224		06/21/2016		BOSCH DAREDEVIL WOOD HOLESAW		\$22.65		
	6171786		06/21/2016		DRYWALL REAPIR PATCH, RUBBER WASHER, MISC ITEMS FOR CITY HALL		\$59.62		
	7180221		06/20/2016		PADLOCK AND KEY		\$33.34		
	Paying Fund				Cash Account		Amount		
	100 - General Fund				100-11001 (Cash in Bank - DCB General Checking)		\$1,205.30		
134352	06/22/2016	Open			Accounts Payable	IMPERIAL SPRINKLER SUPPLY, INC.	\$562.67		
	Invoice		Date		Description		Amount		
	2615630-00		06/02/2016		HUNTER ULTRA & CALCIUM NITRATE		\$476.29		
	2614494-00		06/01/2016		TRIMMER LINE		\$86.38		
	Paying Fund				Cash Account		Amount		
	100 - General Fund				100-11001 (Cash in Bank - DCB General Checking)		\$562.67		
134353	06/22/2016	Open			Accounts Payable	INFOSEND	\$4,846.09		
	Invoice		Date		Description		Amount		
	106226		05/31/2016		PAYMENT PROCESSING FOR 5/19-5/31/16		\$2,012.23		
	106997		06/16/2016		PAYMENT PROCESSING FOR 6/2-6/16/16		\$2,833.86		
	Paying Fund				Cash Account		Amount		
	353 - AWA_Water				353-11001 (Cash in Bank - DCB General Checking)		\$4,846.09		
134354	06/22/2016	Open			Accounts Payable	JOHNSON MACHINERY	\$73,735.82		
	Invoice		Date		Description		Amount		
	RI84606		06/21/2016		REPAIRS ON GRADER USED ON CITY STREETS		\$73,735.82		
	Paying Fund				Cash Account		Amount		
	235 - Measure I/70% Local 2010-2040				235-11001 (Cash in Bank - DCB General Checking)		\$73,735.82		
134355	06/22/2016	Open			Accounts Payable	KELLY GAS	\$36.75		
	Invoice		Date		Description		Amount		
	173326		06/15/2016		PROPANE USED ON CITY STREETS		\$36.75		
	Paying Fund				Cash Account		Amount		
	235 - Measure I/70% Local 2010-2040				235-11001 (Cash in Bank - DCB General Checking)		\$36.75		
134356	06/22/2016	Open			Accounts Payable	KNIGHT GUARD	\$3,849.00		
	Invoice		Date		Description		Amount		
	228 36		06/15/2016		QRTLY MONITORING FEES-APRIL, MAY 7 JUNE 2016		\$945.00		
	50954 11		06/15/2016		QRTLY MONITORING FEES-APRIL, MAY & JUNE 2016		\$120.00		
	5115		06/15/2016		QRTLY MONITORING FEES-APRIL, MAY & JUNE 2016		\$120.00		
	243 11		06/15/2016		QRTLY MONITORING FEES-APRIL, MAY 7 JUNE 2016		\$75.00		

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Payment Register

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
	50368 7		06/15/2016		QRTLTY MONITORING FEES-APRIL, MAY & JUNE2016		\$2,469.00		
	50958 11		06/15/2016		QRTLTY MONITORING FEES-APRIL, MAY & JUNE 2016		\$120.00		
	Paying Fund				Cash Account		Amount		
	100 - General Fund				100-11001 (Cash in Bank - DCB General Checking)		\$1,260.00		
	353 - AWA_Water				353-11001 (Cash in Bank - DCB General Checking)		\$2,469.00		
	360 - APUA_Sewer				360-11001 (Cash in Bank - DCB General Checking)		\$120.00		
134357	06/22/2016	Open			Accounts Payable	NAPA AUTO PARTS, INC.		\$336.79	
	Invoice		Date		Description		Amount		
	948015		06/15/2016		CORE DEPOSIT REFUND		(\$50.00)		
	948012		06/15/2016		CORE DEPOSIT & BATTERY		\$172.75		
	948009		06/15/2016		CORE DEPSOT & OK REFILL		\$120.69		
	949342		06/20/2016		WINDSHIELD WASH, OK REFILL & CORE DEPOSIT		\$93.35		
	Paying Fund				Cash Account		Amount		
	100 - General Fund				100-11001 (Cash in Bank - DCB General Checking)		\$336.79		
134358	06/22/2016	Open			Accounts Payable	OLIN CORP-CHLOR ALKALI		\$6,072.45	
	Invoice		Date		Description		Amount		
	2180963		06/08/2016		SODIUM HYPOCHLORITE BACTICIDE CHEMICALS		\$3,035.02		
	2180964		06/09/2016		SODIUM HYPOCHLORITE BACTICIDE CHEMICALS		\$3,037.43		
	Paying Fund				Cash Account		Amount		
	353 - AWA_Water				353-11001 (Cash in Bank - DCB General Checking)		\$6,072.45		
134359	06/22/2016	Open			Accounts Payable	PARKHOUSE TIRE, INC.		\$2,515.18	
	Invoice		Date		Description		Amount		
	2020077829		06/20/2016		TIRES FOR V. MAINT.		\$2,515.18		
	Paying Fund				Cash Account		Amount		
	100 - General Fund				100-11001 (Cash in Bank - DCB General Checking)		\$2,515.18		
134360	06/22/2016	Open			Accounts Payable	RANCHO MOTOR COMPANY		\$85.75	
	Invoice		Date		Description		Amount		
	255206		06/01/2016		(S) KEY FOR A 2008 CHEVY TRUCK		\$51.54		
	255323		06/07/2016		PULLY FOR AIR COMPRESSER		\$29.58		
	255355		06/07/2016		FRONT CALIPER MOUNTING BOLT FOR 2011 CHEVY		\$4.63		
	Paying Fund				Cash Account		Amount		
	100 - General Fund				100-11001 (Cash in Bank - DCB General Checking)		\$85.75		
134361	06/22/2016	Open			Accounts Payable	ROADPOST USA INC.		\$52.25	
	Invoice		Date		Description		Amount		
	RU08086705		06/07/2016		Satellite Phone Monthly Services FY 15/16		\$52.25		
	Paying Fund				Cash Account		Amount		
	100 - General Fund				100-11001 (Cash in Bank - DCB General Checking)		\$52.25		
134362	06/22/2016	Open			Accounts Payable	ROW TRAFFIC SAFETY, INC.		\$3,518.64	
	Invoice		Date		Description		Amount		
	14922		06/13/2016		STREET SIGNS USED ON CITY STREETS		\$3,518.64		
	Paying Fund				Cash Account		Amount		
	235 - Measure I/70% Local 2010-2040				235-11001 (Cash in Bank - DCB General Checking)		\$3,518.64		
134363	06/22/2016	Open			Accounts Payable	SCS ENGINEERS		\$194.00	
	Invoice		Date		Description		Amount		
	0276967		04/30/2016		W.SO ENG. FEES 4/30/16 PROJ 01214254.00		\$194.00		

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Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
	71156611		06/17/2016		SHHET MIX USED ON CITY STREETS		\$222.05		
	71153749		06/15/2016		SHEET MIX USED ON CITY STREETS		\$222.78		
	71156610		06/17/2016		AGG/ASPHALT USED ON CITY STREETS		\$374.07		
	Paying Fund				Cash Account		Amount		
	235 - Measure I/70% Local 2010-2040				235-11001 (Cash in Bank - DCB General Checking)		\$970.45		
134372	06/22/2016	Open			Accounts Payable	WINSTON & STRAWN LLP	\$20,261.00		
	Invoice		Date	Description		Amount			
	2498241		06/09/2016	LEGAL SERV. RENDERED THRU 5/31/16		\$1,229.00			
	2498237		06/09/2016	LEGAL SERV RENDERED THRU 5/31/16		\$19,032.00			
	Paying Fund				Cash Account	Amount			
	100 - General Fund				100-11001 (Cash in Bank - DCB General Checking)	\$7,625.00			
	200 - Maverick Stadium				200-11001 (Cash in Bank - DCB General Checking)	\$5,148.00			
	580 - Successor Agency FY2012 and on				580-11001 (Cash in Bank - DCB General Checking)	\$7,488.00			

Type Check Totals:
04000013-01 - CITY OF ADELANTO GENERAL CHKG Totals

68 Transactions

\$201,376.54

Checks	Status	Count	Transaction Amount	Reconciled Amount
	Open	68	\$201,376.54	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	68	\$201,376.54	\$0.00

EFTs	Status	Count	Transaction Amount	Reconciled Amount
	Open	0	\$0.00	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Total	0	\$0.00	\$0.00

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	68	\$201,376.54	\$0.00

Payment Register

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
					Reconciled	0	\$0.00	\$0.00	
					Voided	0	\$0.00	\$0.00	
					Stopped	0	\$0.00	\$0.00	
					Total	68	\$201,376.54	\$0.00	
Grand Totals:									
					Checks	Status	Count	Transaction Amount	Reconciled Amount
					Open	68	\$201,376.54	\$0.00	
					Reconciled	0	\$0.00	\$0.00	
					Voided	0	\$0.00	\$0.00	
					Stopped	0	\$0.00	\$0.00	
					Total	68	\$201,376.54	\$0.00	
					EFTs	Status	Count	Transaction Amount	Reconciled Amount
					Open	0	\$0.00	\$0.00	
					Reconciled	0	\$0.00	\$0.00	
					Voided	0	\$0.00	\$0.00	
					Total	0	\$0.00	\$0.00	
					All	Status	Count	Transaction Amount	Reconciled Amount
					Open	68	\$201,376.54	\$0.00	
					Reconciled	0	\$0.00	\$0.00	
					Voided	0	\$0.00	\$0.00	
					Stopped	0	\$0.00	\$0.00	
					Total	68	\$201,376.54	\$0.00	

Payment Register

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
04000013-01 - CITY OF ADELANTO GENERAL CHKG									
<u>EFT</u>									
158	06/02/2016	Open			Accounts Payable	DIRECT TV	\$125.99		
	Invoice		Date	Description			Amount		
	28554484661		05/18/2016	CYCLE:05/17/16 - 06/16/16			\$125.99		
	Paying Fund			Cash Account			Amount		
	100 - General Fund			100-11001 (Cash in Bank - DCB General Checking)			\$125.99		
159	06/02/2016	Open			Accounts Payable	DIRECT TV	\$118.99		
	Invoice		Date	Description			Amount		
	28554474351		05/18/2016	CYCLE:05/17/16 - 06/16/16			\$118.99		
	Paying Fund			Cash Account			Amount		
	100 - General Fund			100-11001 (Cash in Bank - DCB General Checking)			\$118.99		
160	05/03/2016	Open			Accounts Payable	DIRECT TV	\$118.99		
	Invoice		Date	Description			Amount		
	28321773201		04/18/2016	CYCLE:04/17/16 - 05/16/16			\$118.99		
	Paying Fund			Cash Account			Amount		

City of Adelanto
Payment Register

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference	
	100 - General Fund				100-11001 (Cash in Bank - DCB General Checking)		\$118.99			
Type EFT Totals:										
04000013-01 - CITY OF ADELANTO GENERAL CHKG Totals							3 Transactions	\$363.97		

Checks	Status	Count	Transaction Amount	Reconciled Amount
	Open	0	\$0.00	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	0	\$0.00	\$0.00

EFTs	Status	Count	Transaction Amount	Reconciled Amount
	Open	3	\$363.97	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Total	3	\$363.97	\$0.00

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	3	\$363.97	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	3	\$363.97	\$0.00

Grand Totals:

Checks	Status	Count	Transaction Amount	Reconciled Amount
	Open	0	\$0.00	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	0	\$0.00	\$0.00

EFTs	Status	Count	Transaction Amount	Reconciled Amount
	Open	3	\$363.97	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Total	3	\$363.97	\$0.00

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	3	\$363.97	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	3	\$363.97	\$0.00



CITY COUNCIL AGENDA REPORT

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

DATE: June 29, 2016

TO: Honorable Mayor and City Council Members

FROM: Cynthia M. Herrera, MMC, City Manager/ City Clerk

BY: Penny Rose, Accounting Supervisor

SUBJECT: PUBLIC HEARING: APPROVAL OF VARIOUS RESOLUTIONS ADOPTING ALL
AGENCY BUDGETS FOR FISCAL YEAR 2016-17

STAFF RECOMMENDATION:

Acting as the City Council: Adopt City Resolution No. 16-37 as presented.

Acting as the APUA Board: Adopt APUA Resolution No. 16-02 as presented.

Acting as the Board of the Adelanto Community Benefit Corporation: Adopt City Resolution No. 16-38 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 by Jun 30th, prior to the start of the fiscal year effected.

The budgets being presented for adoption are the same budgets, with the one minor revision, that was recommended by the City Council members in the budget workshop meeting of June 23, 2016.

GENERAL FUND

The budget for the City's General Fund accounts for administration, public Safety, Community Services, Public Services and other needs within the City. The budget is balanced this year by the use of cash reserves from the fund balance.

FISCAL IMPACT:

The General Fund has an unbalance budget with \$744,073 as a budget deficit arising from \$12,436,003 in revenues and appropriations of \$13,180,076. The deficit in the budget will be balanced with Fund Balance carry forward from prior years.

Staff worked hard at reducing the original budget deficit of \$1.8M for FY15-16 to an estimated \$535,762 deficit for the year end. That was accomplished through additional reduction in staff over FY14-15, consolidating the City Manager and City Clerk positions, and by utilizing contracted part-time services for City Engineer, Finance Director, and by many other cost-saving measures taken by individual departments.

Staff is in the process of revising the long overdue City Fee schedule, including a change in the business license tax structure, which, when approved by the voters in the November 2016 elections, along with a measure for taxation of the indoor agriculture business, we expect that our budgeted deficit can again be reduced, and possibly eliminated by the end of our 2016-2017 fiscal year.

ATTACHMENTS:

1. All Agency Budgets for 2016-2017
2. City of Adelanto Budget Resolution No. 16-37
3. Adelanto Public Utility Authority Budget Resolution No. 16-02
4. Adelanto Community Benefit Corporation Budget Resolution No. 16-38
5. City of Adelanto Compensation Rates Resolution No. 16-45
6. Exhibit "A" Compensation Rates for Municipal Employees for FY16-17

City of Adelanto Annual Budget



FY 2016-2017

City of Adelanto FY 2016-17 Annual Budget

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Elected Officials and Executive Staff

Elected Officials

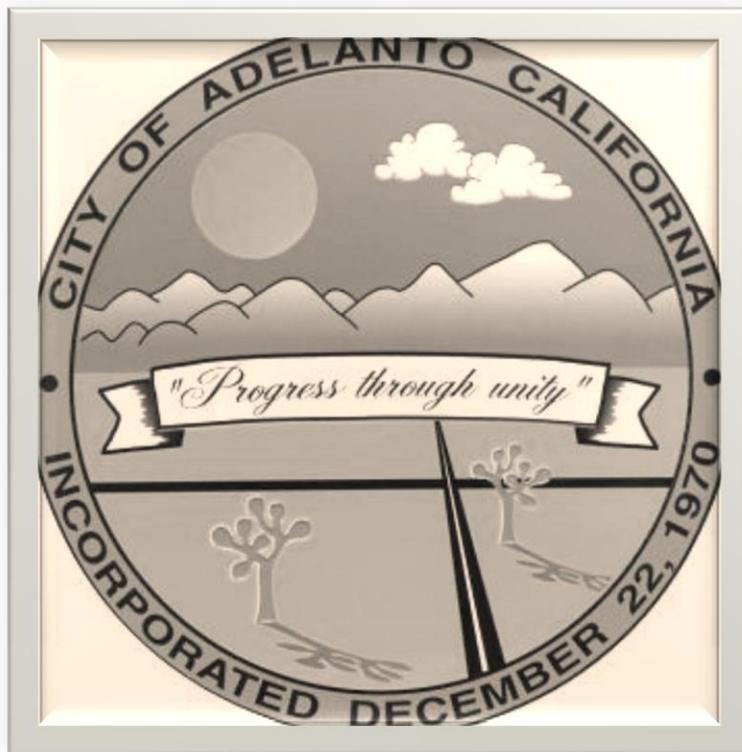
Richard Kerr, Mayor

Jermaine Wright Sr., Mayor Pro Tem

Edgar “Ed” Camargo, Councilor

Charley B. Glasper, Councilor

John “Bug” Woodard Jr., Councilor



Executive Staff

Cindy Herrera,

City Manager and Master City Clerk

City Manager's Budget Message

June 29, 2016

Honorable Mayor and City Councilors
Citizens of the City of Adelanto



I am pleased to present for your consideration the Fiscal Year 2016-17 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 has made a great deal of progress in improving its financial situation over last fiscal year, though it is anticipated that expenditures will still outpace predicted revenue for the upcoming fiscal year. Projectable, ongoing revenues remain relatively stagnant, with overall General Fund revenues staying comparatively flat except for indoor agriculture application fees and the GEO mitigation fee increases. It is hoped that revenues will see significant increases once the taxation measure is passed affecting those businesses that have been approved to cultivate medical marijuana.

Despite ongoing revenue issues, the City has done much to preserve services while reducing expenditures to a stable level. Of significant note is that while overall expenditures have and are expected to increase in the upcoming fiscal year, the City has made large strides in reducing administrative and executive costs; this has been achieved by consolidating numerous departments so that less of the payroll budget is spent on management staff and more on the "rank and file" staff who also provide services directly to the community. The departments that have been consolidated include the City Clerk's department being merged with **City Administration**; the Police, Fire, Animal Control, and Code Enforcement departments consolidated into the **Public Safety Department**; **Community Services** was formed from the Planning, Building & Safety, and Engineering departments; and combining Streets, Facility Maintenance, Lighting and Landscaping Maintenance, and Vehicle Maintenance being combined into the **Public Services Department**.

As well, a number of positions within the City have also been contracted out, similar to the City Attorney; while there is not necessarily an immediate savings to the City, it is anticipated that there will be significant reductions in expenses related to long-term obligations and liabilities, which would result in long-term savings to the City and less increases in expenditures in future years.

Conclusion

In concluding, 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 its ability. I would also like to thank the Staff, particularly Ms. Penny Rose, our Accounting Supervisor, and Mr. Larry Jarvis, Senior Management Analyst, who put countless hours into this budget, as well as our Interim Finance Director, Ms. Misty Cheng of MV Cheng & Associates, and the consulting firm M Jack Brooks, JD, who contributed greatly to our budget process. As we approach the upcoming fiscal year with less staffing as years before, we have an exceptional organization that is doing more with less, and we will continue to find ways of addressing the City's operating deficit, and I believe that our City and its staff are capable of finding a long lasting solution to the City's financial woes while fulfilling its role of serving the citizens of Adelanto.

Respectfully,

Cindy Herrera
City Manager and Master City Clerk

All Funds Revenue and Expenditure Summary

CITY OF ADELANTO
TOTAL REVENUE AND EXPENDITURE SUMMARY
2016-2017 FINANCIAL PLAN

Fund Number	Fund Name	Estimated Beginning Available Resources	Budget FY 16/17 Revenues	Budget FY 16/17 Expenditures	Estimated Ending Available Resources
GENERAL FUND					
100	General Fund	4,883,116	12,436,003	13,180,076	4,139,043
TOTAL GENERAL FUND		4,883,116	12,436,003	13,180,076	4,139,043
SPECIAL REVENUE FUNDS					
200	Mavericks Stadium	(3,207,154)	1,500	89,650	(3,295,304)
201	Park Development Impact Fund	1,166,432	130,000	35,000	1,261,432
202	Drainage Impact Fund	4,641,074	201,000	25,000	4,817,074
203	Traffic Impact Fund	3,493,237	100,000	10,000	3,583,237
204	Fire Mitigation Impact Fund	211,589	20,000	-	231,589
210	Gas Tax Fund	1,310,966	687,967	900,000	1,098,933
211	Article 8	462,795	200,000	200,000	462,795
220	Federal Grants	136,089	14,850	14,850	136,089
223	Community Development Block Grant	(63,359)	41,958	41,950	(63,351)
224	AB 2766/AQMD	175,393	10,000	6,000	179,393
226	Educational Seizure	16,122	-	-	16,122
227	Public Safety Augmentation Fund	43,437	126,273	125,000	44,710
228	Traffic Offender	13,394	6,000	5,000	14,394
229	SLEOC Fund	107,462	100,000	100,000	107,462
233	Measure I 65%	2,319,941	350	2,320,291	-
235	Measure I 70%	2,176,697	658,032	2,239,467	595,262
240	Community Facilities District	312,485	700,336	700,336	312,485
241	Lighting/Landscaping Maint. Dist.	78,133	172,701	170,000	80,834
TOTAL SPECIAL REVENUE FUNDS		13,394,733	3,170,967	6,982,544	9,583,156
ENTERPRISE FUNDS					
353	Water Fund	10,748,163	10,061,933	14,830,759	5,979,337
360	Sewer Fund	(2,874,443)	7,252,848	5,112,412	(734,007)
TOTAL ENTERPRISE FUNDS		7,873,720	17,314,781	19,943,171	5,245,330
OTHER FUNDS					
471	Adelanto Community Benefit Corp	33,958	75,000	72,000	36,958
475	Assessment District 1A	1,177,409	300	830,500	347,209
490	Luetke Foundation	18,538	1,000	-	19,538
580	Successor Agency	(3,118,898)	4,277,647	4,277,647	(3,118,898)
TOTAL OTHER FUNDS		(1,904,249)	4,353,947	5,180,147	(2,730,449)
TOTAL CITY BUDGET		24,262,576	37,275,698	45,285,938	16,252,336

City of Adelanto
FY2016-17 Annual Budget



GENERAL FUND

Prepared by: **The City of Adelanto's
Finance Department**

General Fund

CITY OF ADELANTO GENERAL FUND REVENUE AND EXPENDITURE SUMMARY 2016-17 PROGRAM AND FINANCIAL PLAN

	Actual FY 2013/14	Actual FY 2014/15	Projected FY2015/16	Budget FY 2016/17
Taxes and Assessments	2,938,253	3,124,180	3,205,707	3,283,642
Licenses and Permits	765,343	534,558	1,311,342	1,635,620
Fines and Forfeitures	127,003	154,858	163,382	187,000
Use of Money and Property	891,645	787,717	722,000	660,000
Intergovernmental Revenue	3,017,774	3,213,014	3,231,013	3,094,998
Charges for Services	181,686	300,640	303,475	342,400
Sales and Exchange of Property	1,400	-	-	-
Transfers and Other Revenues	3,609,541	3,957,430	3,440,787	3,232,343
TOTAL REVENUES	11,532,645	12,072,397	12,377,706	12,436,003
City Council	102,128	103,767	103,528	106,660 ¹
City Administration ²	421,048	579,164	-	-
City Clerk ¹	248,621	261,704	-	-
Combined City Clerk and Administration ¹	669,669 ^{#3}	840,869 [#]	597,387	537,192
Finance	419,740	411,673	359,924	349,977
City Attorney	246,560	254,581	334,609	280,000
Human Resources	520,210	91,291	94,272	15,500
Information Technology	-	510,972	519,649	886,705
Non-departmental	974,476	809,532	643,742	473,400
Parks and Grounds	87,124	42,711	86,458	138,663
Streets ⁴	1,123,626	1,077,907	-	-
Facility Maintenance ³	127,175	148,558	-	-
LLMD ³	126,716	128,077	-	-
Vehicle Maintenance ³	110,149	109,145	-	-
Public Services ³	1,487,666 [#]	1,463,687 [#]	1,412,045	1,509,627
Police ⁵	4,657,009	4,308,743	-	-
Animal Control ⁴	227,230	208,812	-	-
Fire ⁴	2,493,398	2,457,446	-	-
Code Enforcement ⁴	324,353	312,038	-	-
Public Safety ⁴	7,701,990 [#]	7,287,039 [#]	8,148,735	8,297,087
Building and Safety ⁶	181,231	219,903	-	-
Engineering ⁵	159,358	156,898	-	-
Community Development/Planning ⁵	585,711	337,397	-	-
Community Services ⁵	926,300 [#]	714,198 [#]	586,626	550,911

1

² City Administration and City Clerk have been consolidated into City Administration.

³ Values with # are totals derived from the now defunct consolidated departments, and not used to calculate total expenditures.

⁴ Streets, Facility Maintenance, LLMD, and Vehicle Maintenance have been consolidated into the Public Services Department.

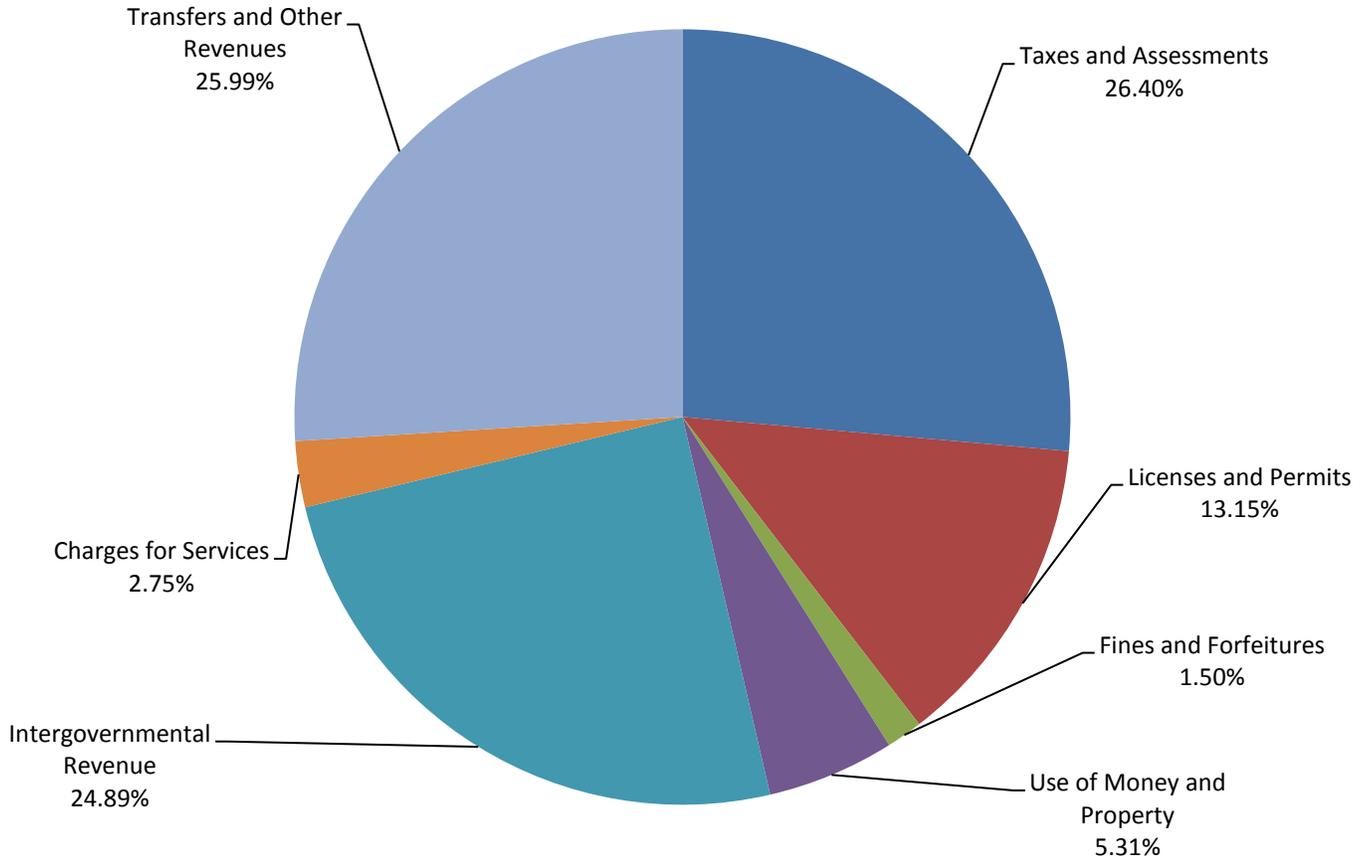
⁵ Police, Fire, Code Enforcement, and Animal Control Services have been consolidated into the Public Safety Department.

⁶ Building & Safety, Planning, and Engineering have been consolidated into the Community Services Department.

	Actual FY 2013/14	Actual FY 2014/15	Projected FY2015/16	Budget FY 2016/17
Community Center	12,872	13,370	4,710	5,500
Community Center #2	6,497	3,743	4,434	4,750
Senior Center	20,110	17,437	17,350	18,000
TOTAL EXPENDITURES	13,175,342	12,564,871	12,913,468	13,174,472
NET	(1,642,697)	(492,473)	(535,762)	(744,073)
Beginning Cash Available	7,554,048	5,911,351	5,418,878	4,883,116
Cash Balance	5,911,351	5,418,878	4,883,116	4,139,042

General Fund Revenue Details

General Fund FY 2016/17 Revenues by Category



Fund #	Account#	Actual FY 2013/14	Actual FY 2014/15	Projected FY2015/16	Budget FY 2016/17	
100 GENERAL FUND						
TAXES AND ASSESSMENTS						
	Franchise Taxes	40110	1,223,185	1,245,640	1,260,000	1,297,800
	Property Taxes	42220	379,171	253,704	270,000	275,400
	Property Transfer Tax	42221	54,335	47,328	55,000	56,100
	Sales and Use Tax	42230	1,265,825	1,558,994	1,590,174	1,621,977
	Transient Lodging Tax (Bed Tax)	42240	15,738	18,514	30,533	32,365
	Total - Taxes and Assessments		2,938,254	3,124,180	3,205,707	3,283,642
LICENSES AND PERMITS						
	Animal License	43020	28,280	33,609	33,500	34,505
	Bike Licenses	43021	1	-	-	-
	Business Licenses	43022	62,753	46,797	65,000	68,000
	Home Occupation Licenses	43023	4,490	760	2,850	2,900
	Building Permits	43030	172,175	154,326	125,000	135,000

	Account#	Actual FY 2013/14	Actual FY 2014/15	Projected FY2015/16	Budget FY 2016/17
Conditional Use Permits	43031	10,214	5,470	37,842	69,375
Electric Permits	43032	39,736	154,688	56,000	57,120
Excavation and Grading Permits	43033	2,362	3,495	250	1,000
Mechanical Permits	43035	15,592	8,820	12,000	12,360
Plumbing Permits	43036	18,824	12,422	12,000	12,360
Wide Load Permits	43038	3,847	4,086	3,500	3,600
Other Licenses and Permits	43039	4,471	741	65,000	185,000
Environmental Review/Impact	43042	6,900	-	-	-
Building Plan Check Fees	43050	384,207	100,831	80,000	82,400
Green Building Standards Fee	43051	-	1,306	2,500	1,000
Strong Motion Instrumentation Fee	43052	-	3,150	2,500	1,000
SB 1186 Fee	43053	11,490	(83)	1,400	1,400
Environmental Review & Impact	43054	-	4,140	6,000	5,000
Mitigation Fee	43055	-	-	806,000	963,600
Total - Licenses & Permits		765,342	534,558	1,311,342	1,635,620

FINES AND FORFEITURES

Animal Apprehension Fees	44000	690	890	1,200	1,300
Animal Pick Up and Disposal	44001	1,320	1,480	1,500	1,600
Misc Animal control	44002-10	2,929	2,577	4,057	4,200
Parking Citations	44030	8,318	17,366	20,000	22,000
Vehicle Code Fines (CVC)	44031	23,881	28,298	30,000	32,000
Vehicle Storage Fees	44032	56,925	56,925	56,925	75,900
Fines, Forfeitures and Penalties	44040	32,940	47,322	49,700	50,000
Total - Fines and Forfeitures		127,003	154,858	163,382	187,000

USE OF MONEY AND PROPERTY

Interest Income	45010	891,645	787,717	722,000	660,000
Total - Use of Money and Property		891,645	787,717	722,000	660,000

INTERGOVERNMENTAL REVENUE

Motor Vehicle in Lieu Tax	46020	2,097,558	2,167,413	2,200,000	2,292,998
Recycling Fee	46030	2,733	-	9,000	2,000
Participation Rate	46040	180,510	175,000	180,000	200,000
State Grants Administration Fees:	46060	236,973	320,601	117,147	50,000
Other Administration Fees (Below)					
GEO	47002	50,000	50,000	224,866	50,000
ARDA	47011	200,000	250,000	250,000	250,000
APUA	47013	250,000	250,000	250,000	250,000
Total - Intergovernmental Revenue		3,017,774	3,213,014	3,231,013	3,094,998

CHARGES FOR SERVICES

Apartment Inspection Fees	47020	15,210	16,691	12,000	12,240
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	Account#	Actual FY 2013/14	Actual FY 2014/15	Projected FY2015/16	Budget FY 2016/17
Code Enforcement Cost Recovery	47022	39,040	67,157	68,000	71,400
Residential Inspection Fees	47023	-	-	90,000	120,000
Copies, Police Reports, Maps, Pub.	47036-42	1,411	-	500	500
Encroachment Permits	47043	5,322	6,350	4,500	4,725
Engineering Fees	47045	7,430	135	100	150
Inspection & other	47046	-	23,800	10,000	10,000
Location and Development Plan	47051	8,260	7,030	13,140	15,000
Parcel Map Fees	47080-1	2,630	11,431	9,000	10,000
Plan Check Fees/Charges	47082-3	48,225	46,715	46,945	47,885
General Plan Amendment	47084	-	4,440	7,000	8,000
Temporary Use Permit	47086	6,675	5,225	4,000	6,000
Misc. Planning Fees	47085-7	12,553	85,225	15,940	15,000
Rent and Concessions	47091-101	16,628	10,833	12,000	10,000
Notary Fees	47200	716	380	350	500
Passport Fees	47201	17,587	15,228	10,000	11,000
Total - Charges for Services		181,687	300,640	303,475	342,400

SALES AND EXCHANGE OF PROPERTY

Proceeds from Sale of Property	1,400	-	-	-
Total - Property Sales	1,400	-	-	-

TRANSFERS AND OTHER REVENUES

Donation - General	49001	-	52	100,320	100
Post Reimbursement	49003	70	42	30	50
State Cost Reimbursements	49005-6	280	4,596	40,000	2,500
Other Cost Reimbursement/Refund	49007-8	281,128	177,218	33,000	25,000
Miscellaneous Income	49009	10,678	576,571	20,000	15,000
Cash Over (Short)	49090	2,628	454	-	-
Interfund Loan Repayments	60007	1,393,752	1,463,440	1,536,611	1,613,442
Gas Tax		900,000	900,000	900,000	900,000
Public Safety		125,000	125,000	125,000	125,000
Traffic Offender Program		24,500	5,000	5,000	5,000
CDBG		120,000	65,056	16,000	41,958
Article 8		225,000	190,000	206,826	20,000
APUA		125,000	125,000	125,000	125,000
LLMD		125,000	125,000	125,000	125,000
CFD Police/Fire Support		65,000	100,000	108,000	134,293
Drainage Impact Fees		111,505	-	-	-
SLEOC (Sheriff Overtime)		100,000	100,000	100,000	100,000
Total -Transfers and Other Revenues		3,609,541	3,957,429	3,440,787	3,232,343

TOTAL GENERAL FUND REVENUES

11,532,646	12,072,397	12,377,706	12,436,003
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Top Ten General Fund Revenues

Mitigation Fees – Mitigation fees, or fees to offset any negative affect that a particular business may have on the community as a whole, are collected from GEO monthly at the rate of \$1.00 per diem for each general population bed capacity under contract with the City, which equates to approximately \$963K per year based on their present total bed capacity.

Motor Vehicle License Fees and In Lieu VLF (Property Tax) – The vehicle license fee (VLF), also called the motor vehicle in-lieu tax, is a tax on the ownership of a registered vehicle in place of taxing vehicles as personal property. The VLF is paid annually upon vehicle registration in addition to other fees, such as the vehicle registration fee, air quality fees, and commercial vehicle weight fees all of which fund specific state programs. The VLF funds city and county services. The allocation is based on population. The majority of this revenue (\$2.2M.) is received through an In Lieu Property Tax payment that is distributed in February and June of each year.

Administrative Transfers – The City General Fund receives an allocation of administrative charges levied upon some of the Special Revenue Funds for Administrative time spent by the General Fund Staff,(i.e. the City Council, City Manager, City Clerk, and Finance Department). This particular line item refers to transfers from, Fund 216 (Article 8), Fund 249 (Public Safety Augmentation Fund), Fund 256 (Traffic Offender), Fund 257 (State COPS Grant Program), Fund 265 (Lighting and Landscaping Maintenance District), and Fund 360 (Sewer Enterprise). This category also includes the transfer from CDBG (Fund 213) in the amount of \$52.4K to pay for one Code Enforcement Officer and the transfer from Gas Tax (Fund 215) in the amount of \$900K to pay for Street Maintenance expenditures.

Sales and Use Tax – Under the California Sales and Use Tax Law, the sale of tangible personal property is subject to sales or use tax unless exempt or otherwise excluded. When the sales tax applies, the use tax does not apply and the opposite is true. The sales tax is imposed on all retailers for the privilege of selling tangible personal property in the state of California and is measured by the retailer's gross receipts. Use tax is imposed on the purchaser of tangible personal property from any retailer for storage, use, or other. Consumption in this state and is measured by the sales price of the property purchased. However, if an out-of-state retailer is engaged in business in this state, it is required to register with us and collect the use tax from the purchaser at the time of making the sale. The annual projected revenue this FY is \$1,325,000, the payments are received monthly.

Franchise Fees – The City receives Franchise fees from Southern California Edison, Southwest Gas, Charter Communications, Kinder Morgan Fuel Pipeline, Burrtec Waste, and Desert Valley Towing. Franchise fees are received between February and June of each year. The majority of these revenues are received in April, May and June.

Licenses and Permits – Licenses and Permits collectively in this category include Animal Licenses, Building Permits, Building Plan Check Fees, Business Licenses, Conditional Use Permits, Electric Permits, Environmental Review Fees, Excavation and Grading Permits, Home Occupation Business Licenses, Plumbing Permits and Transportation Wide-Load Permits. These revenues are collected daily.

Administration Fees - The City General Fund receives an allocation of administrative charges levied upon the APUA, ARDA, and GEO funds for Administrative time spent by the General Fund Staff,(i.e. the City Council, City Manager, City Clerk, and Finance Department).

Property Tax and Property Transfer Tax - The City receives very little in Property Tax and Property Transfer Tax Revenue. However, this revenue is in the Top 10 Revenue category. Property tax revenue is received in January and May as property owners in the City pay their property taxes to the County. Property Transfer Tax is received monthly from the County as properties are being bought and sold.

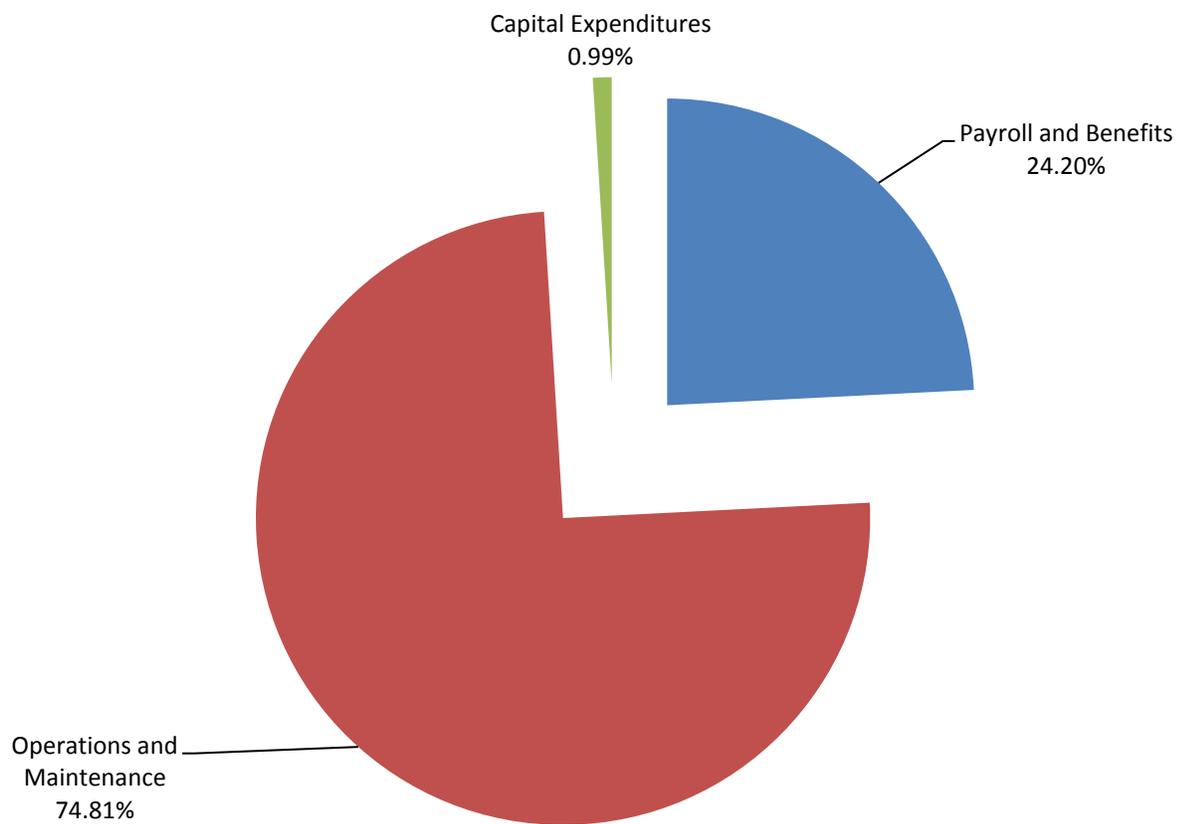
Charges for Services – This category collectively produces \$283,900 for the fiscal year. Majority of the revenue stems from Code Enforcement Cost Recovery, cost recovery as it relates to code enforcement (because this division is "inherently" not revenue producing) is necessary to complete the accountability process by requiring those who decide not to comply to reimburse the City for all of the efforts it took to obtain compliance.

Fines & Forfeitures – The bulk of these revenues relate to vehicle fines, towing franchise revenue, and any miscellaneous penalties.

General Fund Expenditure by Category

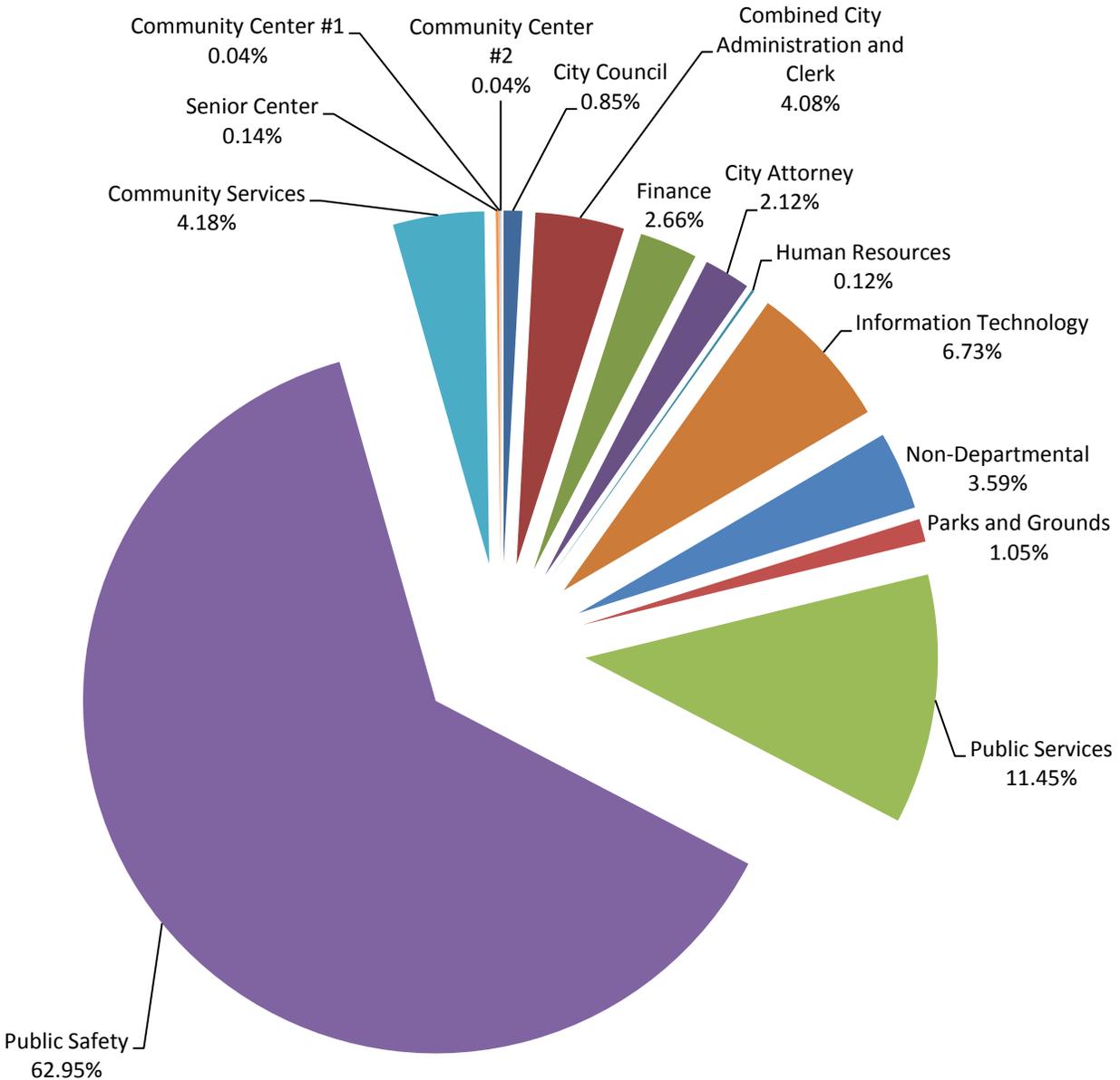
	Actual FY 2013/14	Actual FY 2014/15	Projected FY 2015/16	Budget FY 2016/17
Payroll and Benefits	3,586,961	3,595,373	3,264,969	3,184,135
Operations and Maintenance	9,512,228	8,900,020	9,638,959	9,860,337
Capital Expenditures	76,153	67,331	9,540	130,000
TOTAL BUDGET	13,175,342	12,564,871	12,913,468	13,174,472

General Fund FY 2016/17 Expenditures by Category



General Fund Expenditure Summary by Department

General Fund FY 16/17 Expenditures by Department



Dept. Number	Department Name	Actual FY 2013/14	Actual FY 2014/15	Projected FY 2015/16	Budget FY 2016/17
1010	City Council	102,128	103,767	103,528	106,660
-	City Administration ⁷	421,048	579,164	-	-
-	City Clerk ⁶	248,621	261,704	-	-
1011	New City Administration	669,669 ^{#8}	840,869 [#]	597,387	537,192
1013	Finance	419,740	411,673	359,924	349,977
1014	City Attorney	246,560	254,581	334,609	280,000
1015	Human Resources	520,210	91,291	94,272	15,500
1016	Information Technology	-	510,972	519,649	886,705
1017	Non-Departmental	974,476	809,532	643,742	473,400
1022	Parks and Grounds	87,124	42,711	86,458	138,663
-	Streets ⁹	1,123,626	1,077,907	-	-
-	Facility Maintenance ⁸	127,175	148,558	-	-
-	LLMD ⁸	126,716	128,077	-	-
-	Vehicle Maintenance ⁸	110,149	109,145	-	-
1025	Public Services	1,487,666 [#]	1,463,687 [#]	1,412,045	1,509,627
-	Police ¹⁰	4,657,009	4,308,742	-	-
-	Fire ⁹	2,493,398	2,457,446	-	-
-	Code Enforcement ⁹	324,353	312,038	-	-
-	Animal Control ⁹	227,230	208,812	-	-
1036	Public Safety	7,701,990 [#]	7,287,039 [#]	8,148,735	8,297,087
-	Building and Safety ¹¹	181,231	219,903	-	-
-	Engineering ¹⁰	159,358	156,899	-	-
-	Community Development/Planning ¹⁰	585,711	337,397	-	-
1045	Community Services ¹²	926,300 [#]	714,198 [#]	586,626	550,911
1051	Senior Center	20,110	17,437	17,350	18,000

⁷ City Administration and City Clerk Consolidated into New City Administration, Dept. 1011

⁸ Amounts with # denote the combined total expenditures of the now-defunct departments.

⁹ Consolidated into Dept. 1025, Public Services

¹⁰ Consolidated into Dept. 1036, Public Safety

¹¹ Consolidated into Dept. 1045, Community Services

¹² Consolidated from Building & Safety, Engineering, and Community Development and Planning.

Dept.		Actual	Actual	Projected	Budget
Number	Department Name	FY 2013/14	FY 2014/15	FY 2015/16	FY 2016/17
1052	Community Center #1	12,872	13,370	4,710	5,500
1053	Community Center #2	6,497	3,743	4,434	5,250
Grand Total		13,175,342	12,564,871	12,913,468	13,174,472

City Council

CITY COUNCIL SUMMARY

Dept.	City Council	Actual	Actual	Projected	Budget
Dept. #	1010	FY 2013/14	FY 2014/15	FY 2015/16	FY 2016/17
Payroll and Benefits		60,781	64,163	65,420	65,052
Operations and Maintenance		41,347	39,605	38,108	41,608
Capital Expenditures		-	-	-	-
TOTAL BUDGET		102,128	103,767	103,528	106,660

MISSION STATEMENT

The City Council is made up of five members elected by the voters of Adelanto, who also sit as the legislative body for the City, Redevelopment Agency, and the Public Utility Authority. As such, the City Council is responsible for establishing overall City policies, adoption of resolutions and ordinances, holding public hearings, adoption of the budget and General Plan, authorization of expenditures and appointment of the City Manager, City Attorney, and members of the Planning and Parks & Recreation Commissions.

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.

EMPLOYEE POSITIONS

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

City Administration

CITY ADMINISTRATION DEPARTMENT SUMMARY

Dept.	City Administration	Actual	Actual	Projected	Budget
Dept. #	1011	FY 2013/14	FY 2014/15	FY 2015/16	FY 2016/17
Payroll and Benefits		658,469	817,634	548,460	486,692
Operations and Maintenance		11,200	23,235	48,927	50,500
Capital Expenditures		-	-	-	-
TOTAL BUDGET		669,669	840,869	597,387	537,192

MISSION STATEMENT

Under policy direction of the City Council, to implement Council approved policies in the most efficient and effective manner; and, to ensure that the services to the residents of Adelanto are of the highest quality within the resources available.

The City Administration Department has also been consolidated with the City Clerk's Department, whose mission is: A courteous service oriented team of professionals joining hands in partnership with Community and Council. We are committed to an innovative process, information management, and continual preservation of the City's history.

ADMINISTRATION DEPARTMENTAL FUNCTIONS

The new City Administration Department is a consolidation of the previous City Administration Department and City Clerk's Department in order to reduce costs of administration for the City in order to preserve services during this time of fiscal hardship. It thus serves the function of both the former City Administration Department and City Clerk's Department.

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. Appointed by the City Council, the City Manager is responsible for the overall administration of all City Government departments. The City Manager establishes the goals and objectives for the City's vision and ensures departmental accomplishment to provide facilities and services to enhance the quality of life for residents, businesses and community organizations.

The City Manager is the Chief Executive Officer of the City, and additionally serves as Executive Director of the Successor Agency, and Public Financing Authority. The City Manager is appointed by, answerable to, and takes direction from the City Council. The City Manager is responsible for the day-to-day efficient performance of all city operations, implementing Council policy, formulating staff recommendations to Council on policy matters, and for preparing and submitting the annual budget. Major functions included in this program are Council administrative support and policy analysis, organizational development, administrative analysis, community relations, intergovernmental relations, and general leadership/oversight of City operations, human resources and risk management, and Economic Development.

The City Clerk assists and supports the public and City departments by making available the records necessary for the City to advance its administrative, legal, and legislative functions. The City Clerk prepares agenda packets, publishes and posts legal notices, prepares and certifies the minutes for the City Council, Successor Agency, Public Financing Authority, Utility Authority, and ensures completion of actions directed. The central and legal files of the City are maintained by the City Clerk's office. The office provides public information and responds to requests for public record information, certifies and distributes ordinances and resolutions as appropriate and/or legally required, processes claims against the City. Pursuant to the Political Reform Act, the City Clerk serves as the filing officer for Fair Political Practices Commission regulations. The City Clerk serves as Records Manager for the Citywide Records-Information Program and serves as a depository for all official documents and records. As the custodian of the official records, the City Clerk 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.

In conjunction with all of the above functions, the City Clerk's Department responds to information requests from City Council, Staff, Attorneys, other governmental agencies, and the general public.

EMPLOYEE POSITIONS

- City Manager/City Clerk
- Deputy City Clerk/Admin. Analyst
- Executive Assistant
- Conservation Admin/Grant Coordinator (1/3)
- Administrative Assistant
- Provisional Admin. Assistant

Finance Department

FINANCE DEPARTMENT SUMMARY

Dept.	Finance	Actual	Actual	Projected	Budget
Dept. #	1013	FY 2013/14	FY 2014/15	FY 2015/16	FY 2016/17
Payroll and Benefits		394,955	410,785	333,283	322,377
Operations and Maintenance		24,785	888	26,641	27,600
Capital Expenditures		-	-	-	-
TOTAL BUDGET		419,740	411,673	359,924	349,977

MISSION STATEMENT

To safeguard City assets while providing efficient, quality services within the guidelines established by Council Policy.

FINANCE DEPARTMENTAL FUNCTIONS

The Finance Department is responsible for the control of all financial activities of the City, including the disbursement of financial resources and ensuring that adequate resources are available. The department currently operates two programs, each with its own set of goals and performance objectives as detailed on below. These programs are: Administration/Treasury and Accounting. The general accomplishments and goals of the department are listed below.

Program Description: Accounting is responsible for four (4) subprograms within the Finance Department: (1) Accounts Payable, (2) Accounts Receivable, (3) Payroll, (4) General Ledger, the processing of journal entries, verification and creation of account structures, and monthly revenue and expenditure reports.

Program Description: The Finance Administration/Treasury Division gives administrative support and direction to the departmental programs of Accounting and Purchasing, and includes coordination of departmental activities with other City departments and the City Manager. In addition, this program includes coordination of the planning process for the annual budget, which includes providing assistance to all departments and producing the budget documents, City program and financial plan. This program also monitors and evaluates expenditure and revenue collection during the year, provides policy and fiscal analysis for the City Manager, and includes treasury functions. This department also oversees risk management. The Risk Manager represents the City on the board of the City's joint power insurance authority, PERMA and is responsible for safety in the workplace and monitoring insurance coverage of the City. The Risk Manager also monitors vendors' required insurance coverage and assesses the validity of claims against the City and makes recommendations to the City Manager and City Council concerning the disposition of such claims

EMPLOYEE POSITIONS

- Accounting Supervisor
- Sr. Management Analyst/Risk Manager (1/3)
- Accounting Technician II (2)
- Provisional Audit Technician

City Attorney

CITY ATTORNEY SUMMARY

Dept.	City Attorney	Actual	Actual	Projected	Budget
Dept. #	1014	FY 2013/14	FY 2014/15	FY 2015/16	FY 2016/17
Payroll and Benefits		-	-	-	-
Operations and Maintenance		246,560	254,581	334,609	280,000
Capital Expenditures		-	-	-	-
TOTAL BUDGET		246,560	254,581	334,609	280,000

MISSION STATEMENT

The City Attorney acts as the legal advisor to all officers and employees of the City.

CITY ATTORNEY FUNCTIONS

- 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 about all claims filed against the City.

EMPLOYEE POSITIONS

- City Attorney (contract position)

Human Resources

HUMAN RESOURCES SUMMARY

Dept.	Human Resources	Actual	Actual	Projected	Budget
Dept. #	1015	FY 2013/14	FY 2014/15	FY 2015/16	FY 2016/17
Payroll and Benefits		235,439	86,795	90,305	-
Operations and Maintenance		284,771	4,495	3,967	15,500
Capital Expenditures		-	-	-	-
TOTAL BUDGET		520,210	91,291	94,272	15,500

MISSION STATEMENT

To ensure that the City complies with federal, state and local labor laws and that all current and prospective employees are treated equally. Ensure that the City is adequately insured and the workplace is safe. Provide City staff and users of the City website have up-to-date technology, including both hardware and software.

HUMAN RESOURCES FUNCTIONS

The Human Resources department is responsible for the screening and hiring of new City employees, handle labor negotiations with represented employee groups, ensure labor laws are followed and necessary training is given employees.

EMPLOYEE POSITIONS

Information Technology

INFORMATION TECHNOLOGY SUMMARY

Dept.	Information Technology	Actual	Actual	Projected	Budget
Dept. #	1016	FY 2013/14	FY 2014/15	FY 2015/16	FY 2016/17
Payroll and Benefits		-	149,214	151,921	273,705
Operations and Maintenance		-	337,091	367,728	483,000
Capital Expenditures		-	24,667	-	130,000
TOTAL BUDGET			510,972	519,649	886,705

MISSION STATEMENT

Provide City staff and users of the City website have up-to-date technology, including both hardware and software.

INFORMATION TECHNOLOGY 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 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
- Information Technology Specialist
- IT Tech II

Non-Department

NON-DEPARTMENT SUMMARY

Dept.	Non-Departmental	Actual	Actual	Projected	Budget
Dept. #	1017	FY 2013/14	FY 2014/15	FY 2015/16	FY 2016/17
Payroll and Benefits		379,032	246,821	175,000	150,000
Operations and Maintenance		524,286	537,120	459,202	323,400
Capital Expenditures		71,158	25,591	9,540	-
TOTAL BUDGET		974,476	809,532	643,742	473,400

MISSION STATEMENT

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.

NON-DEPARTMENT FUNCTIONS

- 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

EMPLOYEE POSITIONS

Public Services

PUBLIC SERVICES SUMMARY

Dept.	Public Services	Actual	Actual	Projected	Budget
Dept. #	1025	FY 2013/14	FY 2014/15	FY 2015/16	FY 2016/17
Payroll and Benefits		1,005,672	993,618	1,016,691	1,084,973
Operations and Maintenance		481,994	470,069	395,354	424,654
Capital Expenditures		-	-	-	-
TOTAL BUDGET		1,487,666	1,463,687	1,412,045	1,509,627

MISSION STATEMENT

The Public Services Department is the consolidation of the Street, Facility Maintenance, Lighting and Landscaping Maintenance Districts, and Vehicle Maintenance departments. 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 districts, repairing and maintaining City vehicles and equipment, maintain all City facilities, including buildings, playground equipment, restrooms and Maverick Stadium.

PUBLIC SERVICES DEPARTMENTAL FUNCTIONS

- Maintain and repair all public buildings, including City Hall, Police Department, Fire Department and Community Centers.
- Maintain and repair Maverick Stadium as required by the City's lease agreement with the High Desert Mavericks.
- Maintain and repair park restroom facilities.
- Maintain common areas of housing tracts as required under the City's Lighting and Landscape Maintenance District.
- General asphalt repairs on City streets, dedicated alleys, public parking areas, and at City facilities.
- Make temporary repairs to potholes throughout the City on an as-needed basis.
- Clear debris from street storm drains and maintain and install City traffic signs when required.
- Graffiti removal from public areas.
- Repair, removal, or replacement of all or part of any improvement within landscaping districts.
- Providing for the life, growth, health, and beauty of landscaping, including cultivation, irrigation, trimming, spraying, fertilizing, or treating within landscaping districts.
- Removal of trimmings, rubbish, debris, and other solid waste within landscaping districts
- The cleaning, sandblasting, and painting of walls and other improvements to remove or cover graffiti within landscaping districts.
- Be on call for 24-hour repair service.
- Repair and maintain all City vehicles and equipment.

EMPLOYEE POSITIONS

- Public Service/EOC Operations Coordinator
- Public Services Supervisor
- Maintenance III (4)
- Maintenance II (6)
- Maintenance I (1)
- LLMD Groundskeeper
- Lead Mechanic

Parks & Grounds Department

PARKS & GROUNDS DEPARTMENT SUMMARY

Dept.	Parks & Grounds	Actual	Actual	Projected	Budget
Dept. #	1022	FY 2013/14	FY 2014/15	FY 2015/16	FY 2016/17
Payroll and Benefits		42,086	19,923	56,335	33,163
Operations and Maintenance		40,043	22,789	30,123	97,500
Capital Expenditures		4,995	-	-	-
TOTAL BUDGET		87,124	42,711	86,458	138,663

MISSION STATEMENT

The Parks Department is responsible for providing and maintaining a safe and aesthetically pleasing horticultural environment for the public. This relates to the maintenance of the all City parks and public facilities.

PARKS DEPARTMENT FUNCTIONS

- Ensure that all park land areas are maintained in the highest quality for the community.
- The Parks and Recreation Commission makes recommendations to the City Council

EMPLOYEE POSITIONS

- Provisional Groundskeeper (2)

Public Safety

PUBLIC SAFETY DEPARTMENT SUMMARY

Dept.	Public Safety	Actual	Actual	Projected	Budget
Dept. #	1036	FY 2013/14	FY 2014/15	FY 2015/16	FY 2016/17
Payroll and Benefits		424,030	420,410	499,388	403,037
Operations and Maintenance		7,277,960	6,849,556	7,649,347	7,894,050
Capital Expenditures		-	17,073	-	-
TOTAL BUDGET		7,701,990	7,287,039	8,148,735	8,297,087

MISSION STATEMENT

Public Safety was formed by consolidating the Police, Animal Control, Fire, and Code Enforcement departments. Its mission is: to defend the Constitution and the Laws of the United States, the Constitution and the Laws of the State of California, the Laws of San Bernardino County and the City of Adelanto; to continually strive to deliver the highest quality of professional law enforcement service to the citizens of Adelanto, keeping in mind that Constitutional rights, which provide personal sanction regardless of race, sex, color or creed, to protect all citizens; control of animals throughout the City of Adelanto through licensing, vaccinations, spaying/neutering, sheltering, and catching live animals as well as removal of dead animals; providing the highest of quality of Fire suppression, prevention, inspection and paramedic services to Adelanto's residents and businesses; and enforce City codes in a timely objective manner and issue required business licenses to businesses within the City.

PUBLIC SAFETY DEPARTMENTAL 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.
- 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.
- 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.
- Respond to citizen complaints for enforcement activity, City Council requests for service, city departmental referrals for investigation/compliance, inter-governmental enforcement agency referrals, and proactive enforcement. 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 complaint filings with the Municipal Court for violations of the Municipal Code. Issues pre-citation Municipal Warning Notices to correct violations, issues infraction citation Notices to Appear. The enforcement program highlights voluntary non-judicial compliance with an emphasis upon public awareness of governmental regulatory provisions.

EMPLOYEE POSITIONS

- Community Safety Manager
- Community Safety Officer II
- Community Safety Officer I (2)
- Administrative Assistant II
- Provisional Code Enforcement II
- Provisional Code Enforcement (2)

Community Services

COMMUNITY SERVICES DEPARTMENT SUMMARY

Dept.	Building and Safety	Actual	Actual	Projected	Budget
Dept. #	1045	FY 2013/14	FY 2014/15	FY 2015/16	FY 2016/17
Payroll and Benefits		386,497	386,010	328,166	365,136
Operations and Maintenance		539,803	328,188	258,460	185,775
Capital Expenditures		-	-	-	-
TOTAL BUDGET		926,300	714,198	586,626	550,911

MISSION STATEMENT

Community Services is a combination of the Engineering, Building and Safety, and Community Development and Planning departments; its mission is: anticipate the infrastructure needs of our City and recognize the importance of their adequate maintenance; anticipate 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 lessening the probability of the occurrence of the loss of life, health and property by regulating the design, construction and maintenance of all buildings, structures, and properties within the City of Adelanto

COMMUNITY SERVICES DEPARTMENTAL FUNCTIONS

The Community Services Department's functions are:

- Administer construction and occupancy standards to safeguard life, health, and property in the interest of the general public's welfare. This is accomplished by established City ordinances; State and Federal laws; and inspection of construction, alteration, moving, demolition, repair, occupancy, and use of buildings and structures.
- Issue required permits; consult with and advise architects, engineers, building designers and others; review all building plans for compliance with code requirements; make periodic inspections during the course of construction; coordinate construction activity of other City, County, and State agencies; and maintain records for all functions of the Department.
- Department personnel may be called as witnesses in civil and criminal cases.
- In addition, it inspects substandard and dangerous buildings and issues notices for the rehabilitation or demolition. It also researches and analyzes model codes and State and Federal regulations in the construction and housing field and purposes legislation as necessary in this area. It performs inspections of buildings being constructed for the City to ensure compliance with plans and specifications.
- It is also responsible for upholding the State Planning, Zoning and Development Laws mandating cities and counties regulate the use of land, including subdivisions. This includes the adoption and maintenance of a General Plan, which establishes land use policy for development in the city, as well as the Zoning Ordinance (Title 17), and the Subdivision Guidelines which are implementation tools for the General Plan.
- Serving as Staff to City Council, Successor Agency, Planning Commission, and Parks and Recreation Commission; Maintaining, amending, and administering the General Plan and Subdivision Ordinance;
- Administration of associated plans and programs for Parks and Recreation facilities;
- Interpreting, amending, administering and enforcing the Zoning Ordinance and associated Ordinances:

- Process project applications (e.g. Site Plans, Conditional Use Permits, Tentative Tracts) to the Planning Commission and/or City Council;
 - Plan Check residential, commercial, industrial developments, sign permits, fence/pool permits;
 - Answer questions of the public on phones and at the public counter on the above activities, as well as dispensing zoning information.
 - Preparing and processing environmental compliance documents for public and private projects pursuant to the California Environmental Quality Act (CEQA) i.e., negative declarations, environmental impact reports, etc. as well as similar documents pursuant to the National Environmental Policy Act (NEPA)
 - Responsible for the overall planning, implementation and management of the City's infrastructure. The infrastructure includes streets and roads, curb and gutter, drainage facilities, and water/sewer lines.
 - Responsible for public works inspections and public works plan checking (through a contract with Wilson So, Contract Director of Public Services/City Engineer)
-

EMPLOYEE POSITIONS

- Planning Manager
- Assistant Civil Engineer
- Building Inspector
- Counter Service Technician

Senior Center

SENIOR CENTER PROGRAM SUMMARY

Dept.	Senior Center	Actual	Actual	Projected	Budget
Dept. #	1051	FY 2013/14	FY 2014/15	FY 2015/16	FY 2016/17
Payroll and Benefits		-	-	-	-
Operations and Maintenance		20,110	17,437	17,350	18,000
Capital Expenditures		-	-	-	-
TOTAL BUDGET		20,110	17,437	17,350	18,000

MISSION STATEMENT

To provide a clean environment where senior citizens of our community can meet for social functions.

SENIOR CENTER FUNCTIONS

- Provide for the maintenance of the Senior Center Building through the Public Services Department.

Community Center #1**COMMUNITY CENTER PROGRAM SUMMARY**

Dept.	Community Center	Actual	Actual	Projected	Budget
Dept. #	1052	FY 2013/14	FY 2014/15	FY 2015/16	FY 2016/17
Payroll and Benefits		-	-	-	-
Operations and Maintenance		12,872	13,370	4,710	5,500
Capital Expenditures		-	-	-	-
TOTAL BUDGET		12,872	13,370	4,710	5,500

MISSION STATEMENT

To provide a center where our citizens can meet for functions.

COMMUNITY CENTER FUNCTIONS

- Provide for the operation and maintenance of the Community Center through the Public Services Department.
- Collect Rents for use of the center.

Community Center #2**COMMUNITY CENTER #2 PROGRAM SUMMARY**

Dept.	Community Center #2	Actual	Actual	Projected	Budget
Dept. #	1053	FY 2013/14	FY 2014/15	FY 2015/16	FY 2016/17
Payroll and Benefits		-	-	-	-
Operations and Maintenance		6,497	3,743	4,434	5,250
Capital Expenditures		-	-	-	-
TOTAL BUDGET		6,497	3,473	4,434	5,250

MISSION STATEMENT

To provide an alternative center where our citizens can meet for functions.

COMMUNITY CENTER FUNCTIONS

- Provide for the operation and maintenance of the Community Center through the Public Services Department.
- Collect Rents for use of the center

City of Adelanto
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SPECIAL FUNDS

Prepared by: The City of Adelanto's
Finance Department

Special Revenue Funds

Special Fund Summary

Fund #		Actual FY 2013/14	Actual FY 2014/15	Projected FY 2015/16	Budget FY 2016/17
	Revenues				
200	Mavericks Stadium	1,722	1,527	1,500	1,500
201	Park Development Impact Fund	162,063	335,240	130,000	130,000
202	Drainage Impact Fund	214,231	622,413	65,772	201,000
203	Traffic Impact Fund	301,102	862,868	100,000	100,000
204	Fire Mitigation Impact Fund	19,574	45,547	20,000	20,000
210	Gas Tax Fund	995,798	825,341	745,212	687,967
211	Article 8 Fund	416,353	635,989	206,806	200,000
220	Federal Grant	42,802	4,372	35,100	14,850
223	Community Development Block Grant	171,957	87,057	16,000	41,958
224	AQMD/Calif. AB 2766	21,022	10,175	10,812	10,000
227	Public Safety Augmentation Fund	125,130	123,797	125,000	126,273
228	Traffic Offender Fund	19,869	17,890	5,000	6,000
229	SLEOC Fund	100,026	94,511	100,000	100,000
233	Measure I /65%	767	604	500	350
235	Measure I 70% 2010-2040	627,455	607,097	515,000	658,032
240	Community Facilities District Fund	83,598	112,615	130,900	700,336
241	LLMD Annexation Fund	145,237	144,055	160,000	172,701
	Total Revenue	3,448,706	4,531,098	2,367,602	3,170,967
	Expenditures				
200	Mavericks Stadium	44,455	23,662	115,266	89,650
201	Park Development Impact Fund	(48,857)	240	456,953	35,000
202	Drainage Impact Fund	300,000	-	-	25,000
203	Traffic Impact Fund	-	-	-	10,000
204	Fire Mitigation Impact Fund	250	-	-	-
210	Gas Tax Fund	900,000	900,000	900,000	900,000
211	Article 8 Fund	225,000	190,000	190,000	200,000
220	Federal Grant	53,356	48,378	29,425	14,850
223	Community Development Block Grant	141,644	18,930	52,400	41,950
224	AQMD/Calif. AB 2766	4,800	7,000	6,000	6,000
226	Educational Asset Seizures	-	5,750	7,500	-
227	Public Safety 1/2 Cent	125,000	125,000	125,000	125,000
228	Traffic Offender Fund	24,500	5,000	5,000	5,000
229	SLEOC Fund	100,000	100,000	100,000	100,000
233	Measure I /65%	30,008	904,567	96,400	2,320,291
235	Measure I 70% 2010-2040	168,849	164,705	375,000	2,239,467
240	Community Facilities District Fund	71,942	107,877	108,000	700,336

Fund #	Actual FY 2013/14	Actual FY 2014/15	Projected FY 2015/16	Budget FY 2016/17
241 LLMD Annexation Fund	200,432	158,396	169,000	170,000
Total Expenditures	2,341,379	2,759,505	2,735,944	6,982,544

Special Fund Descriptions

Mavericks Stadium (Fund 200) – is used to account for the operations and maintenance of Mavericks Stadium. The stadium is under lease to the High Desert Mavericks.

Park Development Impact Fund (Fund 201) – is used to account for the receipt and expenditures of park impact fees charged to new development.

Drainage Impact Fund (Fund 202) – is used to account for the Drainage Impact Fees charged to new development. Moneys are used for new drainage facilities.

Fire Mitigation Impact Fund (Fund 204) – is used to account for Fire Mitigation Fees charged to new development. Moneys are used to pay for fire safety and prevention services.

Gas Tax (Fund 210) – is 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) – is used to account for local transportation funds received from SANBAG. Funds are spent on street related purposes.

Community Development Block Grant/CDBG (Fund 223) – is used to account for revenue allocated from the Federal Housing and Urban Development Department (through the County of San Bernardino) to be spent in low/moderate income areas of the City.

AQMD/AB2766 (Fund 224) – is used to account for allocations from the Mojave Air Quality Management District. Funds are spent on air-pollution reduction programs.

Educational Asset Seizure (Fund 226) – is used to account for state allocated funds to fund special education programs.

Public Safety Augmentation Fund (Fund 227) – is used to account for the State sales tax Public Safety Augmentation Fund moneys. The money is transferred to the general fund for increased public safety expenditures.

Traffic Offender Fund (Fund 228) – is used to account for the revenue received from vehicle release fees and is used for traffic patrol purposes.

Supplemental Law Enforcement Oversight Committee/SLEOC (Fund 229) – is used to account for the State Citizens Option for Public Safety (COPS) Grant Program and is used for police overtime purposes.

Measure I 65% (Fund 233) – is used to account for the County's ½ cent sales tax revenues. This portion of the funds must be spent on arterial road projects.

Measure I 70% (Fund 235) – is used to account for state allocated ½ cent sales tax revenues. This portion is used to fund freeway and traffic congestion mitigation projects.

Community Facilities District (Fund 240) - is used to account for the special tax levy placed on certain tracts to pay for public safety services and other improvements.

Landscaping and Lighting Maintenance District (Fund 241) - is used to account for the special tax levy placed on certain tracts to pay for landscaping improvements and lighting expense.

Special Fund Details

Fund #	Account#	Actual FY 2013/14	Actual FY 2014/15	Projected FY 2015/16	Budget FY 2016/17
200 MAVERICKS STADIUM					
		REVENUES			
Rents and Concessions	47090	1,722	1,528	1,500	1,500
		Total Revenues			
		1,722	1,528	1,500	1,500
		EXPENDITURES			
Operations and Maintenance		33,190	23,662	115,266	69,650
Capital Expenditures		11,265	-	-	20,000
		Total Expenditures			
		44,455	23,662	115,266	89,650
Mavericks Stadium Net		(42,733)	(22,135)	(113,766)	(88,150)
201 PARK DEVELOPMENT IMPACT FUND					
		REVENUES			
Park Fees	43061	162,063	335,240	130,000	130,000
		Total Revenues			
		162,063	335,240	130,000	130,000
		EXPENDITURES			
Operations and Maintenance		38,013	240	-	35,000
Capital Expenditures		(86,870)	-	456,953	-
		Total Expenditures			
		(48,857)	240	456,953	35,000
Park Development Fund Net		210,697	335,000	(326,953)	95,000
202 DRAINAGE IMPACT FUND					
		REVENUES			
Drainage Impact Fees	43064	214,231	607,000	65,772	201,000
Interest Income	45010	-	15,413	-	-
Transfer In	60001	-	-	-	-
		Total Revenues			
		214,231	622,413	65,772	201,000
		EXPENDITURES			
Operations and Maintenance		300,000	-	-	25,000
		Total Expenditures			
		300,000	-	-	25,000
Drainage Impact Fund Net		(85,679)	622,413	65,772	176,000

Fund #	Account#	Actual FY 2013/14	Actual FY 2014/15	Projected FY 2015/16	Budget FY 2016/17
203 TRAFFIC IMPACT FUND					
		REVENUES			
Traffic Fees	43062	301,102	862,868	100,000	100,000
		Total Revenues	301,102	862,868	100,000
		EXPENDITURES			
Operations and Maintenance		-	-	-	10,000
		Total Expenditures	-	-	10,000
Traffic Impact Fund Net		301,102	862,868	100,000	90,000
204 FIRE MITIGATION IMPACT FUND					
		REVENUES			
Fire Facility Fees	43063	19,574	45,547	20,000	20,000
		Total Revenues	19,574	45,547	20,000
		EXPENDITURES			
Operations and Maintenance		250	-	-	-
		Total Expenditures	250	-	-
Fire Mitigation Impact Fund Net		19,324	45,547	20,000	20,000
210 GAS TAX FUND					
		REVENUES			
Gas Tax-2103	42101	439,531	300,961	156,273	80,235
Gas Tax-2105	42102	214,468	176,100	200,425	206,632
Gas Tax-2106	42103	106,230	113,239	102,511	105,659
Gas Tax-2107	42104	229,539	225,375	278,003	286,941
Gas Tax-2107.5	42105	6,000	6,000	6,000	6,000
Interest/Divided Income	45010	-	3,667	2,000	2,500
		Total Revenues	995,768	825,341	745,212
		EXPENDITURES			
Transfers Out		900,000	900,000	900,000	900,000
		Total Expenditures	900,000	900,000	900,000
Gas Tax Net		95,768	(74,659)	(154,788)	(212,033)

Fund #	Account#	Actual FY 2013/14	Actual FY 2014/15	Projected FY 2015/16	Budget FY 2016/17
211 ARTICLE 8 FUND					
		REVENUES			
SB325, Article 8	46050	416,353	635,989	206,806	200,000
		Total Revenues	416,353	635,989	206,806
		EXPENDITURES			
Transfers Out		225,000	190,000	190,000	200,000
		Total Expenditures	225,000	190,000	200,000
Article 8 Fund Net		191,353	445,989	16,806	-
220 FEDERAL GRANTS					
		REVENUES			
Federal Grants	46041	42,802	-	-	-
Police Grant	46004	-	2,572	16,000	10,000
EMPG	46004	-	-	14,000	-
Homeland Security Grant	46004	-	-	5,000	4,850
Fire Grant	46004	-	1,800	100	-
Interest/Divided Income	4501	-	-	-	-
		Total Revenues	42,802	4,372	35,100
		EXPENDITURES			
Operations and Maintenance		53,356	48,372	29,425	14,850
		Total Expenditures	53,356	48,372	14,850
Federal Grants Net		(10,554)	(44,006)	5,675	-
223 COMMUNITY DEVELOPMENT BLOCK GRANT					
		REVENUES			
CDBG Grants	46003	171,957	65,057	16,000	41,958
Transfer In	60001	-	22,000	-	-
		Total Revenues	171,957	87,057	41,958
		EXPENDITURES			
Operations and Maintenance		128,389	18,930	52,400	41,950
Capital Expenditures		13,255	-	-	-
		Total Expenditures	141,644	52,400	41,950
CDBG Net		30,313	68,127	(36,400)	8

Fund #	Account#	Actual FY 2013/14	Actual FY 2014/15	Projected FY 2015/16	Budget FY 2016/17
224 AQMD/CA AB 2766					
	REVENUES				
AB 2766 Air Quality Grant	46002	21,022	10,175	10,812	10,000
	Total - AB2766	<u>21,022</u>	<u>10,175</u>	<u>10,812</u>	<u>10,000</u>
	EXPENDITURES				
Operations and Maintenance		4,800	7,000	6,000	6,000
	Total Expenditures	<u>4,800</u>	<u>7,000</u>	<u>6,000</u>	<u>6,000</u>
	AQMD/AB 2766 Net	<u>16,222</u>	<u>3,175</u>	<u>4,812</u>	<u>4,000</u>
226 Educational Asset Seizures					
	EXPENDITURES				
Operations and Maintenance		-	5,750	7,500	-
	Total Expenditures	<u>-</u>	<u>5,750</u>	<u>7,500</u>	<u>-</u>
	Educational Asset Seizures Net	<u>-</u>	<u>5,750</u>	<u>7,500</u>	<u>-</u>
227 PUBLIC SAFETY AUGMENTATION FUND					
	REVENUES				
Half Cent Sales Tax (Public Safety)	42210	125,130	123,797	125,000	126,273
	Total Revenues	<u>125,130</u>	<u>123,797</u>	<u>125,000</u>	<u>126,273</u>
	EXPENDITURES				
Operations and Maintenance		125,000	125,000	125,000	125,000
	Total Expenditures	<u>125,000</u>	<u>125,000</u>	<u>125,000</u>	<u>125,000</u>
	Public Safety Augmentation Net	<u>130</u>	<u>(1,203)</u>	<u>-</u>	<u>1,273</u>
228 TRAFFIC OFFENDER FUND					
	REVENUES				
Vehicle Release Fee'	44033	19,869	17,890	5,000	6,000
	Total Revenues	<u>19,869</u>	<u>17,890</u>	<u>5,000</u>	<u>6,000</u>
	EXPENDITURES				
Operations and Maintenance		24,500	5,000	5,000	5,000
	Total Expenditures	<u>24,500</u>	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>
	Traffic Offender Fund Net	<u>(4,631)</u>	<u>12,890</u>	<u>-</u>	<u>1,000</u>

Fund #	Account#	Actual FY 2013/14	Actual FY 2014/15	Projected FY 2015/16	Budget FY 2016/17
229 SLEOC FUND					
		REVENUES			
State Grant	46061	100,026	94,511	100,000	100,000
		Total Revenues			
		<u>100,026</u>	<u>94,511</u>	<u>100,000</u>	<u>100,000</u>
		EXPENDITURES			
Operations and Maintenance		100,000	100,000	100,000	100,000
		Total Expenditures			
		<u>100,000</u>	<u>100,000</u>	<u>100,000</u>	<u>100,000</u>
SLEOC Net		<u>26</u>	<u>(5,489)</u>	<u>-</u>	<u>-</u>
233 MEASURE I /65%					
		REVENUES			
Interest/Divided Income	45010	767	604	500	350
		Total Revenues			
		<u>767</u>	<u>604</u>	<u>500</u>	<u>350</u>
		EXPENDITURES			
Operations and Maintenance		8	-	-	-
Capital Expenditures		30,000	904,567	96,400	2,320,291
		Total Expenditures			
		<u>30,008</u>	<u>904,567</u>	<u>96,400</u>	<u>2,320,291</u>
Measure I/65% Net		<u>(29,241)</u>	<u>(903,963)</u>	<u>(95,900)</u>	<u>(2,319,94)</u>
235 MEASURE I/70% 2010-2040					
		REVENUES			
Interest/Divided Income	45010	3,103	372	-	-
Measure I, Local/Arterial	46011	624,351	606,725	515,000	658,032
		Total Revenues			
		<u>627,454</u>	<u>607,097</u>	<u>515,000</u>	<u>658,032</u>
		EXPENDITURES			
Operations and Maintenance		140,105	129,755	-	400,000
Capital Expenditures		-	34,950	375,000	1,839,467
		Total Expenditures			
		<u>140,105</u>	<u>164,705</u>	<u>375,000</u>	<u>2,239,467</u>
Measure I/70% Net		<u>487,349</u>	<u>442,392</u>	<u>140,000</u>	<u>(1,581,43)</u>

Fund #	Account#	Actual FY 2013/14	Actual FY 2014/15	Projected FY 2015/16	Budget FY 2016/17
240	Community Facilities District				
	REVENUES				
	Property Tax – Taxes A & B	83,598	112,615	130,900	700,336
	Total Revenues	<u>83,598</u>	<u>112,615</u>	<u>130,900</u>	<u>700,336</u>
	EXPENDITURES				
	Operations and Maintenance	71,942	107,877	108,000	700,336
	Total Expenditures	<u>71,942</u>	<u>107,877</u>	<u>108,000</u>	<u>700,336</u>
	CFD Net	<u>11,656</u>	<u>4,738</u>	<u>22,900</u>	<u>-</u>
241	LLMD ANNEXATION FUND				
	REVENUES				
	Property Tax	145,237	144,055	160,000	172,701
	Total - LLMD Annexation Fund	<u>145,237</u>	<u>144,055</u>	<u>160,000</u>	<u>172,701</u>
	EXPENDITURES				
	Operations and Maintenance	200,432	158,396	169,000	170,000
	Total Expenditures	<u>200,432</u>	<u>158,396</u>	<u>169,000</u>	<u>170,000</u>
	LLMD Annexation Fund Net	<u>(55,195)</u>	<u>(14,341)</u>	<u>(9,000)</u>	<u>2,701</u>

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ENTERPRISE FUNDS

Prepared by: The City of Adelanto's
Finance Department

Enterprise Funds

Enterprise Funds Summary

ENTERPRISE FUNDS		Actual FY 2013/14	Actual FY 2014/15	Projected FY 2015/16	Budget FY 2016/17
Fund #					
	Revenues				
353	AWA - Water	10,293,516	9,676,570	9,529,500	10,061,933
360	APUA - Sewer	7,241,291	7,187,057	7,041,600	7,252,848
	Total Revenues	17,534,807	16,863,627	16,571,100	17,314,781
	Expenditures				
353	AWA - Water	9,946,671	8,544,327	9,638,849	14,830,759
360	APUA - Sewer	4,984,808	3,841,984	5,010,585	5,112,412
	Total Expenditures	14,931,479	12,386,311	14,649,434	19,943,171

Enterprise Fund Details

Fund #	Actual FY 2013/14	Actual FY 2014/15	Projected FY 2015/16	Budget FY 2016/17
353 AWA - WATER				
REVENUES				
Fines and Forfeitures	387,929	389,913	395,486	403,999
Use of Money and Property	715,450	670,612	722,497	786,544
Intergovernmental Revenue	2,025	308	500	500
Charges for Service	7,552,931	7,321,506	7,163,389	7,574,270
Transfers and Other Revenue	1,635,181	1,294,231	1,247,628	1,296,620
TOTAL REVENUE	10,293,516	9,676,570	9,529,500	10,061,933
EXPENDITURES				
Payroll and Benefits	733,516	162,014	108,822	116,769
Operations and Maintenance	9,165,224	8,152,358	8,893,027	14,063,990
Capital Expenditures	47,931	229,955	637,000	650,000
Total Expenditures	9,946,671	8,544,327	9,638,849	14,830,759
AWA Water Net	346,845	1,132,243	(332,349)	(4,768,826)
360 APUA-SEWER				
REVENUES				
Use of Money and Property	443,303	417,863	450,239	488,863
Charges for Services	6,797,988	6,769,194	6,591,361	6,763,985
TOTAL REVENUE	7,241,291	7,187,057	7,041,600	7,252,848
EXPENDITURES				
Payroll and Benefits	36,418	63,432	18,838	116,769
Operations and Maintenance	4,900,459	3,732,657	4,991,747	4,995,643
Capital Expenditures	47,931	45,894	-	-
Total Expenditures	4,984,808	3,841,984	5,010,585	5,112,412
APUA Sewer Net	2,256,483	3,345,073	2,031,015	2,140,436

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OTHER FUNDS

Prepared by: **The City of Adelanto's
Finance Department**

Other Funds**Other Fund Summary**

Fund #		Actual	Actual	Projected	Budget
		FY 2013/14	FY 2014/15	FY 2015/16	FY 2016/17
	REVENUE				
471	Adelanto Community Benefit Corp	21,780	27,250	67,000	75,000
475	Assessment District A1	1,330,412	352,319	32,364	300
490	Luetke Foundation Fund	3,463	-	(1,402)	-
580	Successor Agency	-	4,868,922	814,624	4,277,647
	Total Revenue	1,355,655	5,248,491	912,586	4,353,947
	EXPENDITURES				
471	Adelanto Community Benefit Corp	23,284	23,626	59,000	72,000
475	Assessment District A1	935,926	52,687	10,000	830,500
490	Luetke Foundation Fund	622	-	-	-
580	Successor Agency	-	4,515,031	4,287,414	4,277,647
	Total Expenditure	959,832	4,591,344	4,356,414	5,180,147

Other Fund Details

Fund #	Account #	Actual FY 2013/14	Actual FY 2014/15	Projected FY 2015/16	Budget FY 2016/17
ADELANTO COMMUNITY BENEFIT CORP					
REVENUES					
	49001	13,650	27,250	25,000	25,000
	49040	8,130	-	42,000	50,000
	Total Revenues	21,780	27,250	67,000	75,000
EXPENDITURES					
	Operations and Maintenance	23,284	23,626	59,000	72,000
	Total Expenditures	23,284	23,626	59,000	72,000
	Adelanto Community Benefit Corp. Net	(1,504)	3,624	8,000	3,000
475 ASSESSMENT DISTRICT A1					
REVENUES					
	40101	1,297,551	351,999	-	-
	45010	32,861	320	32,364	300
	Total Revenues	1,330,412	352,319	32,364	300
EXPENDITURES					
	Operations and Maintenance	35,926	52,687	10,000	830,500
	Total Expenditures	35,926	52,687	10,000	830,500
	Assessment District A1 Net	1,294,486	299,632	22,364	(830,200)
490 LUETKE FOUNDATION FUND					
REVENUES					
	45010	406	-	-	-
	60006	3,057	-	(1,402)	1,000
	Total Revenues	3,463	-	-	-
EXPENDITURES					
	Operations and Maintenance	622	-	-	-
	Total Expenditures	622	-	-	-
	Luetke Foundation Fund Net	2,841	-	(1,402)	1,000

Fund #	Account #	Actual FY 2013/14	Actual FY 2014/15	Projected FY 2015/16	Budget FY 2016/17
580	SUCCESSOR AGENCY				
	Property Taxes (RPTTF)	-	4,687,084	711,962	4,197,647
	Interest/Dividend Income	-	117,658	52,542	80,000
	Rents and Concessions	-	64,180	50,120	
	Total Revenues	-	4,868,922	814,624	4,277,647
	EXPENDITURES				
	Operations and Maintenance	-	4,515,031	4,287,414	4,277,647
	Total Expenditures	-	4,515,031	4,287,414	4,277,647
	Successor Agency Net	-	-	(3,472,790)	-

Authorized Positions

Funding Source	Position Title	FTE	Stipend	Contract	Representation
General Fund					
City Council	Mayor (Stipend)		1.00		Council/ Commission
	Council Members (Stipend)		4.00		Council/ Commission
City Administration	City Manager/City Clerk			1	Management
	Deputy City Clerk/Admin Analyst	1			Confidential
	Executive Assistant	1			Confidential
	Administrative Assistant	1			Union
	Conservation Admin/Grant Coordinator	0.33			Confidential
	Provisional Admin Assistant	0.25			Un-represented
Finance	Accounting Supervisor			1	Management
	Sr. Mgmt. Analyst/Risk Mgr.	0.33			Management
	Accounting Technician II	2			Confidential
	Provisional Audit Technician			0.48	Unrepresented
City Attorney					
Human Resources					
Information Technology	Information Tech. Supervisor	1			Confidential
	Information Tech. Specialist	1			Confidential
	IT Tech II	1			Confidential
Non-Department					
Public Services	Public Serv./EOC Op. Coordinator	1			Management
	Public Serv. Supervisor	1			Confidential
	Maintenance III	4			Union
	Maintenance II	6			Union
	Maintenance I	1			Union
	LLMD Groundskeeper	1			Union
	Lead Mechanic	1			Union
Parks & Grounds	Provisional Groundskeeper	0.97			Unrepresented
Public Safety	Community Safety Manager	1			Confidential
	Community Safety Officer II	1			Union
	Community Safety Officer I	2			Union
	Provisional Code Enforcement II	0.38			Unrepresented
	Provisional Code Enforcement	0.75			Unrepresented
Community Services	Planning Manager	1			Management
	Assistant Civil Engineer	1			Confidential
	Building Inspector	1			Union
	Counter Service Technician	1			Union
	Planning Commissioners		5		Commission
Senior Center					
Community Center #1					
Community Center #2					
Total Permanent/Stipend/Contract		34.01	10	2.48	
Total General Fund			46.49		

Funding Source	Position Title	FTE	Stipend	Contract	Representation
Adelanto Water Authority					
	Public Services Dir./City Engineer	0.50			Management
	Finance Director	0.34			Management
	Sr. Mgmt. Analyst	0.33			Management
Conservation	Conservation Admin/Grant	0.67			Confidential
Total Permanent/Stipend/Contract		1.84	-	-	
Total Adelanto Water Authority		1.84			
Adelanto Public Utility Authority					
	Public Services Dir/City Engineer	0.50			Management
	Finance Director	0.33			Management
	Sr. Mgmt. Analyst	0.34			Management
Total Permanent/Stipend/Contract		1.17	-	-	
Total Adelanto Public Utility Authority		1.17			
Total Permanent/Stipend/Contract		37.02	10.00	2.48	
Total All City		49.5			

RESOLUTION NO. 16-37

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ADELANTO, SAN BERNARDINO COUNTY, CALIFORNIA, APPROPRIATING FUNDS FOR THE MUNICIPAL BUDGET YEAR 2014-2015

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 de hereby adopt appropriate funds as follows:

Section 1. That the City Council, approves the total appropriation of \$13,174,472 for the City General Fund for Fiscal Budget Year 2016-2017.

Section 2. That the City Council, approves the total appropriation of \$6,982,544 for the Special and Grant Funds for the Fiscal Budget Year 2016-2017.

PASSED, APPROVED AND ADOPTED at a regular meeting of the City Council of the City of Adelanto, held on the 29th day of June, 2016.

Rich Kerr, Mayor

Cindy M. Herrera, City Clerk, MMC

RESO NO. 16-37
PAGE 2

I, CINDY M. HERRERA, City Clerk of the City of Adelanto, California, do hereby certify that the foregoing Resolution No. 16-37 was duly and regularly adopted at a regular meeting of the City Council of the City of Adelanto on the 29th day of June, 2016, 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 29th day of June, 2016.

Cindy M. Herrera, City Clerk, MMC

RESOLUTION NO. APUA 16-02

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ADELANTO PUBLIC UTILITY AUTHORITY APPROPRIATING FUNDS FOR THE PUBIC UTILITY AUTHORITY, FOR THE BUDGET YEAR 2016-2017

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 \$14,830,759 for the Water Operations Division of the Authority for the Fiscal Budget Year 2016-2017.
- Section 2. That the Authority, approves the total appropriation of \$5,112,412 for the Wastewater Treatment Division of the Authority for the Fiscal Budget Year 2016-2017.

PASSED, APPROVED AND ADOPTED at a regular meeting of the Adelanto Public Utility Authority, held on the 29th day of June, 2016.

Rich Kerr, Mayor

Cindy M. Herrera, City Clerk, MMC

RESOLUTION NO. 16-02
PAGE 2

I, CINDY M. HERRERA, City Clerk of the City of Adelanto, California, do hereby certify that the foregoing Resolution No. APUA 16-02 was duly and regularly adopted at a regular meeting of the Adelanto Public Utility Authority on the 25th day of June 2014, 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 29th day of June 2016.

Cindy M. Herrera, City Clerk, MMC

RESOLUTION NO. 16-38

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ADELANTO, SAN BERNARDINO COUNTY, CALIFORNIA, APPROPRIATING FUNDS FOR THE MUNICIPAL BUDGET YEAR 2016-2017

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 de hereby adopt appropriate funds as follows:

- Section 1. That the City Council acting as the board for the Adelanto Community Benefit Corporation approves the total appropriation of \$72,000 for Fiscal Budget Year 2016-2017.
- Section 2. That the City Council, approves the total appropriation of \$830,500 for the Assessment District 1A for the Fiscal Budget Year 2016-2017.
- Section 3. That the City Council, approves the total appropriation of \$.00 for the Luetke Foundation Fund for the Fiscal Budget Year 2016-2017.

PASSED, APPROVED AND ADOPTED at a regular meeting of the City Council of the City of Adelanto, held on the 29th day of June, 2016.

Rich Kerr, Mayor

Cindy M. Herrera, City Clerk, MMC

RESO NO. 16-38
PAGE 2

I, CINDY M. HERRERA, City Clerk of the City of Adelanto, California, do hereby certify that the foregoing Resolution No. 15-20 was duly and regularly adopted at a regular meeting of the City Council of the City of Adelanto on the 24th day of June, 2015, 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 29th day of June, 2016.

Cindy M. Herrera, City Clerk, CMC

RESOLUTION NO. 16-38

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ADELANTO, SAN BERNARDINO COUNTY, CALIFORNIA, APPROPRIATING FUNDS FOR THE MUNICIPAL BUDGET YEAR 2016-2017

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 de hereby adopt appropriate funds as follows:

- Section 1. That the City Council acting as the board for the Adelanto Community Benefit Corporation approves the total appropriation of \$72,000 for Fiscal Budget Year 2016-2017.
- Section 2. That the City Council, approves the total appropriation of \$830,500 for the Assessment District 1A for the Fiscal Budget Year 2016-2017.
- Section 3. That the City Council, approves the total appropriation of \$.00 for the Luetke Foundation Fund for the Fiscal Budget Year 2016-2017.

PASSED, APPROVED AND ADOPTED at a regular meeting of the City Council of the City of Adelanto, held on the 29th day of June, 2016.

Rich Kerr, Mayor

Cindy M. Herrera, City Clerk, MMC

RESO NO. 16-38
PAGE 2

I, CINDY M. HERRERA, City Clerk of the City of Adelanto, California, do hereby certify that the foregoing Resolution No. 15-20 was duly and regularly adopted at a regular meeting of the City Council of the City of Adelanto on the 24th day of June, 2015, 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 29th day of June, 2016.

Cindy M. Herrera, City Clerk, CMC

RESOLUTION NO. 16-45
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
ADELANTO, COUNTY OF SAN BERNARDINO, CALIFORNIA,
ESTABLISHING COMPENSATION RATES FOR MUNICIPAL
EMPLOYEES FISCAL YEAR 2016/2017

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

WHEREAS, it is necessary to have compensation rates that are reflective of the annual municipal budget; and

WHEREAS, the City Council has adopted an Annual Fiscal Budget for the 2016-2017 Fiscal year; and

WHEREAS, the City Council intends by this resolution to set forth an accurate appropriation for budgetary purposes and recordation of its action for personnel records.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Adelanto as follows:

- Section 1. Compensation rates for Municipal Employees are hereby established as attached hereto on Exhibit "A" and made a part hereof.
- Section 2. The Mayor or Mayor Pro Tempore is hereby authorized to affix his/her signature to this resolution signifying its adoption and the City Clerk is directed to attest hereto.

PASSED, APPROVED and ADOPTED at a regular meeting of the City Council of the City of Adelanto, held on the 29th day of June, 2016.

Mayor, Rich Kerr

ATTEST:

Deputy City Clerk, Brenda Lopez, CMC

I, BRENDA LOPEZ, Deputy City Clerk of the City of Adelanto, California, do hereby certify that the foregoing Resolution No. 16-45 was duly and regularly adopted at a regular meeting of the City Council of the City of Adelanto on the 29th day of June, 2016, by the following vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

Brenda Lopez, CMC, Deputy City Clerk

CITY OF ADELANTO
CITY POSITION SUMMARIES AND SALARY TABLES

Personnel

		Low Range	High Range
Management Group			
City Manager/City Clerk	Contract	149,100	149,100
Accounting Supervisor		76,045	135,075
Planning Manager		76,045	135,075
Public Services/EOC Operations Coordinator		60,965	100,318
Senior Management Analyst/Risk Manager		60,965	100,318

Confidential Group			
Accounting Technician II		53,747	60,486
Accounting Technician		48,963	55,099
Assistant Civil Engineer		71,947	80,954
Community Safety Manager		78,853	88,754
Conservation Administrator/Grant Coordinator		78,853	88,754
Deputy City Clerk/Admin Analyst		61,256	68,931
Executive Assistant		54,475	61,298
Information Technology Supervisor		76,856	86,486
Information Technology Specialist		65,062	73,237
Information Systems Tech II		48,984	55,120
Public Services Supervisor		52,686	86,694
Senior Administrative Assistant		52,728	59,342

Union Represented Group						
	Step A	Step B	Step C	Step D	Step E	
Administrative Assistant I	36,504	37,599	38,727	39,889	41,086	
Administrative Assistant II	42,170	43,435	44,738	46,080	47,463	
Animal Control Officer I	45,885	47,262	48,679	50,140	51,644	
Animal Control Officer II	52,271	53,839	55,454	57,118	58,831	
Code Enforcement Officer I	45,885	47,262	48,679	50,140	51,644	
Code Enforcement Officer II	52,271	53,839	55,454	57,118	58,831	
Building Inspector I	52,150	53,715	55,326	56,986	58,695	
Building Inspector II	60,507	62,322	64,192	66,118	68,101	
Counter Service Technician	45,219	46,576	47,973	49,412	50,894	
Groundskeeper	33,655	34,665	35,705	36,776	37,879	
LLMD Groundskeeper	45,427	46,790	48,194	49,639	51,128	
Maintenance Worker - Lead	46,592	47,990	49,429	50,912	52,440	
Maintenance Worker III	45,719	47,091	48,503	49,958	51,457	
Maintenance Worker II	39,437	40,620	41,839	43,094	44,387	
Maintenance Worker I	34,403	35,435	36,498	37,593	38,721	
Mechanic - Lead	52,166	53,731	55,343	57,003	58,713	

Unrepresented Group			
	Hourly Rate	Low Range	High Range
Provisional Accounting Technician - Audits		20.00	25.00
Provisional Administrative Assistant		17.55	19.85
Provisional Code Enforcement		13.50	16.95
Provisional Community Safety Officer		21.96	24.71
Provisional Groundskeeper		13.50	16.95
Provisional Maintenance Worker		13.50	16.95
Provisional Office Assistant		15.45	17.39