

**TOWN OF
APPLE VALLEY, CALIFORNIA**

AGENDA MATTER

Subject Item:

APPROVAL FOR THE TRANSFER OF THE MOJAVE DESERT AND MOUNTAIN INTEGRATED WASTE JOINT POWERS AUTHORITY TREASURER FUNCTIONS (INCLUDING THE VICTOR VALLEY MATERIALS RECOVERY FACILITY) FROM THE CITY OF VICTORVILLE TO THE TOWN OF APPLE VALLEY

Summary Statement:

At the November 12, 2009 Mojave Desert and Mountain Integrated Waste JPA Board meeting, the recommendation and approval, pending approval of the Town of Apple Valley Council, to transfer the treasurer function from the City of Victorville to the Town of Apple Valley was made.

Based on correspondence with the Executive Director of the JPA it is estimated that Town of Apple Valley staff will spend approximately 150 hours annually to perform the function of treasurer for the MRF. The Town will be responsible for the staffing and reporting requirements for the annual audit and preparation of financial statements.

The expenses incurred for the preparation of the annual audit and other required reports will be budgeted as an administrative expense of the JPA and will be shared by all member agencies.

The fiscal impact for the Town of Apple Valley taking over the treasurer function of the JPA is estimated to be \$12,800 annually. This is based on the estimated time to record cash receipts, cash disbursements, prepare quarterly financial statements and assist the audit function.

The transfer is scheduled for February 01, 2010.

Please note that this recommendation was previously brought to Council on December 08, 2009 where staff requested this action for the MRF only and should have read for the JPA.

Recommended Action:

Approve the recommendation of staff to transfer the Treasurer Functions for the Mojave Desert and Mountain Integrated Waste JPA (including the Materials Recovery Facility MRF) from the City of Victorville to the Town of Apple Valley.

Proposed by: Kaye Reynolds, Finance Manager Item Number _____

T. M. Approval: _____ Budgeted Item Yes No N/A

Council Meeting Date: January 26, 2010