

**TOWN OF APPLE VALLEY
TOWN COUNCIL/REDEVELOPMENT AGENCY**

**SPECIAL MEETING
MINUTES – June 14, 2011**

OPENING CEREMONIES

CALL TO ORDER:

Mayor Nassif called to order the special meeting of the Apple Valley Town Council at 4:03 p.m.

Roll call was taken with the following members present:

Roll Call

Present: Council Members: Coleman; Emick; Roelle; Mayor Pro Tem Stanton; Mayor Nassif.

Absent: None.

PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was led by Mayor Nassif.

BUSINESS OF THE TOWN COUNCIL

PUBLIC COMMENTS

Virgil Barnes, President, updated the Town Council on the office of the Emergency Services Officer and the services that the officer provides for the community including volunteer organizations.

Laura Whitehead, Emergency Services Officers, spoke to the Council about her education and experience that qualify her for her position. She spoke about the funding that she has brought to the Town of Apple Valley through her efforts.

Erin Fox, CERT Program, commented on her passion for the program and her desire that the program continue under the leadership of Ms. Whitehead.

Anna Marie Hernandez, CERT Program, commented on the character and dedication of Ms. Laura Whitehead. She recommended her position be funded for the upcoming year.

Joy Ashbrook, CERT Program, spoke in favor of the Town continuing to fund the Emergency Services Officer position. She spoke on the benefit of this position to the Town of Apple Valley.

AJ Brown, CERT Program, commented on the need for the Emergency Services Officer position in the Town of Apple Valley.

Patrick Hayes, CERT Program, commented on the success of the CERT Program under the leadership of Laura Whitehead.

Mark Yosten, Volunteer, commented on the need for this position to remain under the Fire District and not a Town of Apple Valley Town employee.

Paul Johnson, CERT Program/FAD, commented on the efforts of Laura Whitehead when working disasters and contacting volunteers for service.

Ray Gregg, CERT Program, provided a history on the CERT Program.

Daryl Thompson, CERT Program, commented on the need to keep volunteer programs organized so that they are effective in disasters. He respectfully asked the Town Council to continue funding this position.

Linda Wallace, CERT Program/FAD, requested that these programs be continued under the leadership and support of Laura Whitehead.

Art Bishop, Apple Valley Fire Chief, commented on the priority for the Town being Disaster Preparedness. He spoke of the origination of the Emergency Preparedness program

Council Member Roelle asked for a breakdown of the Fire District budget that included the costs for the Emergency Services Officer.

Frank Robinson, Town Manager, stated that the budget is available for Council review.

Council Member Coleman asked questions regarding whether or not the county contributed any funds toward this program.

Richard Cambridge, Apple Valley, commented on possible ways to fund this position with a minimal impact to the Town of Apple Valley.

Mayor Nassif commented on the program and the benefit that it is to the community. He suggested that staff meet with Fire representatives to try and reach some agreement regarding how this could be handled.

Mr. Robinson stated that staff will meet with the Fire Chief to develop strategies that could possibly keep the funding in place for this position.

Mayor Pro Tem Stanton agreed that the Town should work with the Fire District and try to come up with a solution to this issue.

RECESSED MEETING

Mayor Nassif, with the consensus of the Town Council, recessed the special meeting of the Apple Valley Town Council at 5:00 p.m.

RECONVENED MEETING

Mayor Nassif reconvened the special meeting of the Apple Valley Town Council at 8:25 p.m.

1. FY 2011/2012 Budget Workshop

Frank Robinson, Town Manager, introduced the budget process for Fiscal Year 2011/2012.

Marc Puckett, Director of Finance, stated that the goal was to increase transparency and provide the Town Council with a great document. The document is also available for review on the Town of Apple Valley website. He commented on the changes to the documents including the building blocks in the document which included organizational charts and performance goals for each department.

Mr. Puckett presented a proposed budget process calendar for the upcoming year. He stated that the total budget is \$127,050,296 with revenues at approximately \$93,000. He presented appropriations and a distribution of salaries and benefits for employees. He noted that the first quarter taxes were up 8.4%.

Mr. Puckett commented on the auditors comments about the Park and Recreation Fund and the possibly segregation of general fund expenses. He explained that this fund currently has a deficit of \$5.2 million dollars. He stated that this year's transfer only addresses the current year requirements and not the accumulated debt. He stated that a deficit elimination plan to address those funds would need to be established.

Mr. Puckett stated that the General Fund currently has an anticipated deficit of \$731,000, which does not include the Park and Recreation or Golf Course deficits. He stated that a proposed temporary hiring freeze of the Records Technician and Associate Planner positions are recommended. He noted that additional recommendations to reduce the deficit include the transfer of one (1) Deputy to a grant funded position; bring emergency preparedness functions in house; eliminate GIS software funding; reducing for Charles Abbott contract; and other miscellaneous adjustments. He stated that these reductions total approximately \$752,000.

In addition, additional personnel reductions that can be considered are no merit or step increases to employees; furlough days; require employees to pay a portion or all of PERS; implementation of two tier retirement system for new hires; and reduce conference, travel and training expenditures.

Mr. Puckett reviewed department/program highlights for various departments.

Mayor Nassif recommended the Council and staff review the savings associated with PERS, reduction in travel and contracting out services.

Council Member Coleman recommended a subcommittee be considered to include two (2) Council Members and the public to review methods that can be used to reduce the Park and Recreation deficit.

Mr. Robinson thanked the Town Council on behalf of staff for the dialogue and indicated that staff would do a cost analysis on the items suggested. He also read a statement from the Daily Press thanking the Town Manager and the Director of Finance for the excellent budget document that was easy to read and understand.

ADJOURNMENT

MOTION

Motion by Mayor Nassif, seconded by Council Member Roelle, and unanimously carried, to adjourn the special meeting of the Apple Valley Town Council at 9:09 p.m.

Town Clerk

Mayor