



TOWN OF APPLE VALLEY

TOWN COUNCIL STAFF REPORT

To: Honorable Mayor and Town Council **Date:** March 11, 2014

From: Marc Puckett, Assistant Town Manager **Item No:** 4
Finance & Administration

Subject: Treasurer's Report – January 2014 and Schedules of Revenues,
Expenditures and Changes in Fund Balance for the Parks and
Recreation Fund and the Apple Valley Golf Course Fund

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

RECOMMENDED ACTION:

That Town Council receive and file the January 2014 Treasurer's Report

SUMMARY:

The January 2014 Treasurer's Report is attached for Town Council review. The attached investment portfolio for the fiscal year-to-date period ended January 31 is presented to Town Council for Council's review. The portfolio is in compliance with the investment policy and there is adequate liquidity in the portfolio to meet the next six months of expenditures.

BACKGROUND:

Attached is the Treasurer's Report for the period ended January 31, 2014. This investment performance report lists the various types of securities, institutions the securities were purchased from, maturity dates and interest rates for all securities held in the Town's investment portfolio as of the end of the reporting period. All of the Town's investments as of January 31, 2014, are in compliance with the Investment Policy adopted by Council on June 11, 2013 and the California Government Code except as otherwise may be noted or disclosed herein. All market values provided in this report were obtained from the various financial institutions associated with the various accounts. Market values for LAIF were provided by the State Treasurer's Office. The market value shown for the Town's LAIF investment represents the Town's contractual rights to its LAIF account and does not represent the value of the underlying portfolio securities. As of January 31, 2014, the Town has adequate cash reserves necessary to meet its obligations for the next six months.

The State of California Government Code requires that the investment policy be adopted at least once annually by the governing body to ensure its continued compliance with current laws and investment practices. The Town's adopted investment policy conforms to the State Government Code in all respects.

COMPLIANCE REPORTING

The Town's investment portfolio is in compliance with the Town's adopted investment policy and applicable State laws during, and as of the end of, the reporting period.

Also, attached for informational purposes, are preliminary Schedules of Revenues, Expenditures and Changes in Fund Balances for the Parks & Recreation Fund and the Apple Valley Golf Course Fund for the month of January 2014.

FISCAL IMPACT:

The Town's investment portfolio has adequate liquidity to meet the budgeted and actual expenditures of the Town for the next six months.



Town of Apple Valley
Treasurer's Report
As of January 31, 2014

| Institution/Investment Type | Carrying Amount | Market Value | Interest Rate Yield | Maturity Date | Quarterly Comparisons of Carrying Amounts | | | |
|--|------------------|------------------|---------------------|---------------|---|------------------|------------------|------------------|
| | | | | | Oct-13 | Jul-13 | Apr-13 | Jan-13 |
| Funds under control of Town: | | | | | | | | |
| Checking Account | \$ 6,800,994.82 | \$ 6,800,994.82 | None | On Demand | \$ 2,816,833.91 | \$ 5,357,801.40 | \$ 1,357,785.91 | \$ 6,831,015.15 |
| Public Money Market Account | \$ 205,531.97 | \$ 205,531.97 | 0.30% | On Demand | \$ 205,376.63 | \$ 205,221.41 | \$ 205,066.31 | \$ 204,916.38 |
| Apple Valley Golf Course Deposit Account | \$ 54,806.49 | \$ 54,806.49 | None | On Demand | \$ 61,477.63 | \$ 74,217.54 | \$ 68,854.38 | \$ 47,965.39 |
| Apple Valley Golf Course APF Account | \$ 383.79 | \$ 383.79 | None | On Demand | \$ 383.79 | \$ 383.79 | \$ 383.79 | \$ 383.79 |
| Petty Cash | \$ 5,550.00 | \$ 5,550.00 | N/A | On Demand | \$ 5,250.00 | \$ 6,850.00 | \$ 6,850.00 | \$ 6,920.00 |
| Public Desert Gold Account | \$ 4,275,782.59 | \$ 4,275,782.59 | 0.35% | On Demand | \$ 4,272,012.76 | \$ 4,268,246.26 | \$ 4,264,498.07 | \$ 4,260,674.00 |
| AV Redevelopment Obligation Retirement Fd. | \$ 1,491,990.13 | \$ 1,491,990.13 | 0.30% | On Demand | \$ 7,060.97 | \$ 2,435,658.14 | \$ 1,517,496.25 | \$ 1,516,376.73 |
| Union Bank Money Market | \$ 1,350,113.56 | \$ 1,350,113.56 | 2.00% | On Demand | \$ 1,350,079.52 | \$ 1,350,053.26 | \$ 1,350,000.00 | \$ 1,350,000.00 |
| State of Calif., Local Agency Investment Fund Percent of total portfolio: 35% | \$ 20,256,487.08 | \$ 20,262,313.25 | 0.24% | On Demand | \$ 20,242,779.27 | \$ 29,723,552.90 | \$ 29,705,515.81 | \$ 30,684,396.14 |
| Total funds under control of Town | \$ 34,441,640.43 | \$ 34,447,466.60 | | | \$ 28,961,254.48 | \$ 43,421,984.70 | \$ 38,476,450.52 | \$ 44,902,647.58 |
| Funds controlled by Fiscal Agent: | | | | | | | | |
| US Bank | \$ 22,928,384.77 | \$ 22,928,384.77 | 0.00% | On Demand | \$ 22,929,243.38 | \$ 22,927,313.18 | \$ 22,925,439.33 | \$ 22,925,673.80 |
| Total Fiscal Agent funds | \$ 22,928,384.77 | \$ 22,928,384.77 | | | \$ 22,929,243.38 | \$ 22,927,313.18 | \$ 22,925,439.33 | \$ 22,925,673.80 |
| Grand Total | \$ 57,370,025.20 | \$ 57,375,851.37 | | | \$ 51,890,497.86 | \$ 66,349,297.88 | \$ 61,401,889.85 | \$ 67,828,321.38 |

Source of Market Value Information:

- 1) Union Bank of California, Local Agency Investment Fund 3) U.S. Bank, Statements of Investment 4) Desert Community Bank

I hereby certify that the investment activity for this reporting period conforms with the investment policy adopted by the Town Council of Apple Valley, and the California Government Code Section 53601. I also certify that there are adequate funds available to meet the Town of Apple Valley's budgeted and actual expenditures for the next six months.

Prepared by: Kofi Antobam, Assistant Director of Finance

Marc Puckett, Asst. Town Manager, Finance & Administration/Treasurer

Town of Apple Valley
Parks & Recreation Fund
 Schedule of Revenues, Expenditures and Changes in Fund Balance
 For the Month Ended January 31, 2014

| | Budget | Current Month | Fiscal Year-to-date | Prior Fiscal Year to-date |
|--|-----------------------|---------------------|-----------------------|---------------------------|
| Revenue - General | | | | |
| Property Taxes | \$ 2,000,000 | \$ 52,167 | \$ 792,443 | \$ 1,809,869 |
| Cell Tower Rents | 60,000 | 11,732 | 45,267 | 33,611 |
| Other - General | 49,750 | 571 | 1,910 | 2,599 |
| Total Revenue - General | 2,109,750 | 64,469 | 839,619 | 1,846,079 |
| Expenditures - General | | | | |
| Interest Expense | 12,000 | 2,499 | 5,274 | 9,161 |
| Total Expenditures - General | 12,000 | 2,499 | 5,274 | 9,161 |
| General Revenue Over (Under) Expenditures | 2,097,750 | 61,970 | 834,346 | 1,836,918 |
| Recreation: | | | | |
| Revenues ¹ | 873,506 | 77,843 | 461,116 | 458,488 |
| Expenditures ¹ | 1,575,721 | 125,636 | 784,186 | 782,277 |
| Recreation Rev. Over (Under) Expenditures | (702,215) | (47,794) | (323,070) | (323,789) |
| Parks: | | | | |
| Parks Grounds Expenditures | 1,695,316 | 101,623 | 1,000,680 | 861,492 |
| Facilities Maintenance Expenditures | 246,104 | 26,755 | 143,661 | 136,342 |
| Total Parks Expenditures | (1,941,420) | (128,378) | (1,144,341) | (997,834) |
| Other Revenue (Expenditure) Items | | | | |
| Transfer(s) (to) From Other Funds | 545,885 | - | - | - |
| Net change in Fund Balance | \$ - | \$ (114,202) | (633,065) | 515,296 |
| Fund Balance - beginning | (6,162,464) | | (6,162,464) | (5,728,164) |
| Fund Balance - ending | \$ (6,162,464) | | \$ (6,795,530) | \$ (5,212,868) |

¹ See attached list by program

| Programs: | Budget | Current Month | Fiscal Year-to-date | Prior Fiscal Year-to-date |
|-----------------------------------|------------------|-----------------|---------------------|---------------------------|
| Adult Sports - Revenue | 37,170 | 521 | 10,906 | 11,678 |
| Adult Sports - Expenditures | 54,323 | 3,107 | 21,725 | 24,218 |
| Total - Adult Sports | (17,153) | (2,586) | (10,819) | (12,540) |
| Aquatic Complex - Revenue | 250,053 | 5,956 | 116,343 | 116,531 |
| Aquatic Complex - Expenditures | 452,298 | 34,799 | 248,319 | 234,162 |
| Total - Aquatic Complex | (202,245) | (28,843) | (131,977) | (117,631) |
| ASAP - Revenue | 182,880 | 22,246 | 127,195 | 134,392 |
| ASAP - Expenditures | 200,560 | 15,896 | 92,043 | 93,324 |
| Total - ASAP | (17,680) | 6,350 | 35,152 | 41,067 |
| CAVE - Revenue | - | - | - | - |
| CAVE - Expenditures | - | - | - | - |
| Total - CAVE | - | - | - | - |
| Day Camp - Revenue | 34,532 | 348 | 13,233 | 14,949 |
| Day Camp - Expenditures | 51,854 | 5,066 | 29,473 | 26,751 |
| Total - Day Camp | (17,322) | (4,718) | (16,240) | (11,802) |
| Instructor Classes - Revenue | 136,135 | 12,945 | 64,510 | 71,904 |
| Instructor Classes - Expenditures | 167,191 | 11,701 | 74,482 | 82,252 |
| Total - Instructor Classes | (31,056) | 1,245 | (9,972) | (10,348) |
| PIO Events - Revenue | 14,500 | - | 7,715 | 3,462 |
| PIO Events - Expenditures | 179,187 | 9,755 | 86,649 | 112,234 |
| Total - PIO Events | (164,687) | (9,755) | (78,934) | (108,772) |
| Recreation - Revenue | 13,420 | 146 | 7,657 | 9,258 |
| Recreation - Expenditures | 224,970 | 19,897 | 119,158 | 100,217 |
| Total - Recreation | (211,550) | (19,751) | (111,501) | (90,960) |
| Rentals - Revenue | 124,000 | 29,132 | 66,245 | 55,069 |
| Rentals - Expenditures | 99,238 | 9,225 | 40,645 | 41,180 |
| Total - Rentals | 24,762 | 19,907 | 25,600 | 13,889 |

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| Programs: | Budget | Current Month | Fiscal Year-to-date | Prior Fiscal Year-to-date |
|-----------------------------|------------------|-----------------|---------------------|---------------------------|
| Skate Park - Revenue | - | - | - | - |
| Skate Park - Expenditures | 5,000 | - | - | - |
| Total - Skate Park | (5,000) | - | - | - |
| User Groups - Revenue | 27,000 | 5,382 | 20,444 | 14,202 |
| User Groups - Expenditures | 32,440 | 3,091 | 16,631 | 17,120 |
| Total - User Groups | (5,440) | 2,292 | 3,812 | (2,918) |
| Youth Sports - Revenue | 53,816 | 1,166 | 26,869 | 27,045 |
| Youth Sports - Expenditures | 108,660 | 13,099 | 55,060 | 50,818 |
| Total - Youth Sports | (54,844) | (11,933) | (28,191) | (23,774) |
| Total Revenue | 873,506 | 77,843 | 461,116 | 458,488 |
| Total Expenditures | 1,575,721 | 125,636 | 784,186 | 782,277 |
| Net - ALL | (702,215) | (47,794) | (323,070) | (323,789) |

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| | Current Year Budget | Current Month | Year-to-date | Last Year-to- date |
|--------------------|------------------------|------------------|------------------|-----------------------|
| Parks: | | | | |
| Brewster | 285,656 | 15,901 | 165,782 | 153,854 |
| Civic Center Park | 232,858 | 13,800 | 138,308 | 130,620 |
| Corwin Park | 40,448 | 2,266 | 26,633 | 23,543 |
| Grounds Operations | 518,870 | 36,596 | 280,874 | 258,882 |
| Horsemen's Center | 62,205 | 4,639 | 40,852 | 32,774 |
| James Woody Park | 295,888 | 18,342 | 199,659 | 110,810 |
| Lion's Park | 21,271 | 763 | 14,201 | 12,541 |
| Mendel | 28,950 | 1,820 | 17,813 | 15,652 |
| Mt. Vista | 3,475 | 26 | 154 | 3,595 |
| Schmidt | 37,624 | 1,078 | 22,259 | 17,359 |
| Sycamore Rocks | 38,849 | 2,000 | 14,567 | 15,757 |
| 3 Diamond Skate | 4,887 | 414 | 2,319 | 2,085 |
| Thunderbird | 53,989 | 1,376 | 36,370 | 38,871 |
| Virginia | 46,355 | 1,259 | 26,233 | 23,623 |
| Yucca Loma | 23,991 | 1,343 | 14,656 | 21,525 |
| | <u>1,695,316</u> | <u>101,623</u> | <u>1,000,680</u> | <u>861,492</u> |

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| | Current Year Budget | Current Month | Year-to-date | Last Year-to- date |
|-------------------------|------------------------|------------------|----------------|-----------------------|
| Facilities: | | | | |
| Facilities Operations | 27,476 | 2,500 | 14,841 | 14,919 |
| Brewster Facilities | 6,240 | 666 | 3,523 | 3,651 |
| Amphitheater Facilities | 1,255 | 116 | 1,088 | 335 |
| Corwin Facilities | 4,506 | 477 | 2,608 | 2,627 |
| Ferrarese Facilities | - | - | - | 21 |
| Horsemen's Facilities | 5,220 | 574 | 3,086 | 2,986 |
| James Woody Auditorium | 99,878 | 9,566 | 56,234 | 54,435 |
| James Woody Gym | 87,598 | 11,288 | 54,134 | 49,816 |
| James Woody Pal Center | 2,411 | 256 | 1,557 | 1,228 |
| James Woody Restroom | 11,520 | 1,312 | 6,589 | 6,323 |
| | <u>246,104</u> | <u>26,755</u> | <u>143,661</u> | <u>136,342</u> |

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Town of Apple Valley
Apple Valley Golf Course Fund
 Schedule of Revenues, Expenditures and Changes in Fund Balance
 For the Month Ended January 31, 2014

| | Budget | Current Month | Fiscal Year-to-date | Prior Fiscal Year-to-date |
|--|-----------------------|-----------------|-----------------------|---------------------------|
| Revenue | | | | |
| Green Fees | \$ 821,100 | \$ 46,122 | \$ 380,333 | \$ 340,087 |
| Food & Beverage Sales | 6,500 | - | - | - |
| Interest | - | - | - | - |
| Other | 34,000 | (177) | 1,207 | 26,285 |
| Total Revenue | 861,600 | 45,945 | 381,540 | 366,372 |
| Operating Expenditures | | | | |
| Non-departmental | 248,315 | 6,712 | 61,468 | 57,572 |
| Golf Club Administration | 91,850 | 12,000 | 83,560 | 72,903 |
| Food & Beverage Operations | 7,250 | 305 | 4,370 | 5,045 |
| Cart Barn | 70,650 | 7,419 | 60,664 | 44,787 |
| Golf Course Grounds ¹ | 552,650 | 21,992 | 257,442 | 362,295 |
| Golf Course Facilities | 140,277 | 6,020 | 50,439 | 110,366 |
| Pro Shop | 84,400 | 3,696 | 31,583 | 43,491 |
| Tennis Court | 100 | 40 | 167 | 261 |
| Total Operating Expenditures | 1,195,492 | 58,185 | 549,693 | 696,720 |
| Income (Loss) from Operations | (333,892) | (12,240) | (168,154) | (330,347) |
| Other Revenue (Expenditure) Items | | | | |
| Interest Expense | - | (1,218) | (2,597) | (4,101) |
| Transfer(s) (to) From Other Funds | 333,892 | - | - | - |
| Net change in Fund Balance | - | (13,458) | (170,750) | (334,448) |
| Fund Balance - beginning | (1,709,131) | | (1,709,131) | (1,072,596) |
| Fund Balance - ending | \$ (1,709,131) | | \$ (1,879,881) | \$ (1,407,044) |

¹ See attached line item details

Town of Apple Valley
Apple Valley Golf Course Fund
Details of Golf Course Grounds
For the Month Ended January 31, 2014

| | Budget | Current Month | Fiscal Year-to-date | Prior Fiscal Year-to-date |
|-------------------------------------|----------------|---------------|---------------------|---------------------------|
| Golf Course Grounds | | | | |
| Water | 86,300 | 5,490 | 80,279 | 78,077 |
| Other Utilities | 15,350 | 2,063 | 22,656 | 24,901 |
| Range Supplies | 174,450 | - | 3,504 | 1,578 |
| Building Maintenance | 1,800 | - | 317 | 737 |
| Grounds Maintenance | 162,450 | - | 24,316 | 47,941 |
| Contract Services (a) | 33,500 | 12,879 | 100,623 | 172,800 |
| Leased Equipment | 24,400 | - | - | 1,460 |
| Other | 54,400 | 1,561 | 25,747 | 34,800 |
| Total Operating Expenditures | 552,650 | 21,992 | 257,442 | 362,295 |

(a) Contract Services includes any services contracted privately; not performed by Town personnel. These amounts primarily consist of payroll costs for contract operator personnel.