



TOWN OF APPLE VALLEY

TOWN COUNCIL STAFF REPORT

To: Honorable Mayor and Town Council **Date:** April 8, 2014

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

Subject: TREASURER'S REPORT – FEBRUARY 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 February 2014 Treasurer's Report.

SUMMARY:

The February 2014 Treasurer's Report is attached for Town Council review. The attached investment portfolio for the fiscal year-to-date period ended February 28 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 February 28, 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 February 28, 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 February 28, 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 February 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 February 28, 2014

Institution/Investment Type	Carrying Amount	Market Value	Interest Rate Yield	Maturity Date	Quarterly Comparisons of Carrying Amounts			
					Nov-13	Aug-13	May-13	Feb-13
Funds under control of Town:								
Checking Account	\$ 3,345,395.27	\$ 3,345,395.27	None	On Demand	\$ 3,442,424.92	\$ 2,117,633.21	\$ 295,140.59	\$ (1,044,015.63)
Public Money Market Account	\$ 205,579.27	\$ 205,579.27	0.30%	On Demand	\$ 205,427.27	\$ 205,273.70	\$ 205,118.56	\$ 204,963.54
Apple Valley Golf Course Deposit Account	\$ 50,538.70	\$ 50,538.70	None	On Demand	\$ 64,519.56	\$ 75,409.26	\$ 73,729.65	\$ 47,267.83
Apple Valley Golf Course A/P 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	\$ 5,250.00	\$ 6,850.00	\$ 6,920.00
Public Desert Gold Account	\$ 4,276,930.60	\$ 4,276,930.60	0.35%	On Demand	\$ 4,273,241.69	\$ 4,269,515.03	\$ 4,265,765.73	\$ 4,261,981.38
AV Redevelopment Obligation Retirement Fd.	\$ 1,492,333.49	\$ 1,492,333.49	0.30%	On Demand	\$ 7,062.71	\$ 2,436,278.74	\$ 2,434,437.43	\$ 1,516,735.71
Union Bank Money Market	\$ 1,350,125.77	\$ 1,350,125.77	2.00%	On Demand	\$ 1,350,090.99	\$ 1,350,056.96	\$ 1,350,000.00	\$ 1,350,000.00
Gov Obligations FHLMC 3134G4Y54	\$ 2,000,000.00	\$ 1,999,360.00	1.87%	2/27/2019	\$ -	\$ -	\$ -	\$ -
State of Calif., Local Agency Investment Fund Percent of total portfolio: 36%	\$ 20,256,487.08	\$ 20,262,313.25	0.24%	On Demand	\$ 20,242,779.27	\$ 29,723,552.90	\$ 29,705,515.81	\$ 29,684,396.14
Total funds under control of Town	\$ 32,983,323.97	\$ 32,988,510.14			\$ 29,591,180.20	\$ 40,183,353.59	\$ 38,336,941.56	\$ 36,028,632.76
Funds controlled by Fiscal Agent:								
US Bank	\$ 23,228,130.65	\$ 23,228,130.65	0.00%	On Demand	\$ 24,094,617.28	\$ 24,969,573.68	\$ 25,180,844.47	\$ 23,255,255.47
Total Fiscal Agent funds	\$ 23,228,130.65	\$ 23,228,130.65			\$ 24,094,617.28	\$ 24,969,573.68	\$ 25,180,844.47	\$ 23,255,255.47
Grand Total	\$ 56,211,454.62	\$ 56,216,640.79			\$ 53,685,797.48	\$ 65,152,927.27	\$ 63,517,786.03	\$ 59,283,888.23

Source of Market Value Information:

- 1) Union Bank of California 2) State of California, Local Agency Investment Fund 3) U.S. Bank, Statements of Investment 4) Desert Community Bank 5) First Empire Securities Inc.

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 February 28, 2014

	Budget	Current Month	Fiscal Year-to-date	Prior Fiscal Year-to-date
Revenue - General				
Property Taxes	\$ 2,000,000	\$ 52,482	\$ 844,924	\$ 1,844,642
Cell Tower Rents	60,000	-	45,267	39,306
Other - General	49,750	117	2,027	3,717
Total Revenue - General	2,109,750	52,599	892,218	1,887,665
Expenditures - General				
Interest Expense	12,000	-	5,274	9,161
Total Expenditures - General	12,000	-	5,274	9,161
General Revenue Over (Under) Expenditures	2,097,750	52,599	886,944	1,878,505
Recreation:				
Revenues ¹	873,506	111,584	572,699	575,965
Expenditures ¹	1,576,890	107,184	891,370	879,944
Recreation Rev. Over (Under) Expenditures	(703,384)	4,399	(318,671)	(303,978)
Parks:				
Parks Grounds Expenditures	1,693,616	80,546	1,081,226	942,136
Facilities Maintenance Expenditures	247,804	22,428	166,089	154,732
Total Parks Expenditures	(1,941,420)	(102,974)	(1,247,315)	(1,096,868)
Other Revenue (Expenditure) Items				
Transfer(s) (to) From Other Funds	545,885	-	-	430,212
Net change in Fund Balance	\$ (1,169)	\$ (45,976)	(679,041)	907,871
Fund Balance - beginning	(6,162,464)		(6,162,464)	(5,728,164)
Fund Balance - ending	\$ (6,163,633)		\$ (6,841,506)	\$ (4,820,293)

¹ See attached list by program

Programs:	Budget	Current Month	Fiscal Year-to-date	Prior Fiscal Year-to-date
Adult Sports - Revenue	37,170	5,060	15,966	17,081
Adult Sports - Expenditures	54,323	2,354	24,079	27,273
Total - Adult Sports	(17,153)	2,706	(8,113)	(10,192)
Aquatic Complex - Revenue	250,053	24,228	140,570	140,292
Aquatic Complex - Expenditures	452,298	29,449	277,768	260,497
Total - Aquatic Complex	(202,245)	(5,221)	(137,198)	(120,205)
ASAP - Revenue	182,880	21,702	148,897	156,494
ASAP - Expenditures	200,560	14,658	106,701	113,125
Total - ASAP	(17,680)	7,044	42,196	43,369
CAVE - Revenue	-	-	-	-
CAVE - Expenditures	-	-	-	-
Total - CAVE	-	-	-	-
Day Camp - Revenue	34,532	-	13,233	15,183
Day Camp - Expenditures	51,854	1,753	31,226	28,650
Total - Day Camp	(17,322)	(1,753)	(17,993)	(13,467)
Instructor Classes - Revenue	136,135	11,190	75,700	82,346
Instructor Classes - Expenditures	167,191	16,294	90,777	94,228
Total - Instructor Classes	(31,056)	(5,104)	(15,077)	(11,882)
PIO Events - Revenue	14,500	-	7,715	3,462
PIO Events - Expenditures	180,356	6,595	93,243	118,270
Total - PIO Events	(165,856)	(6,595)	(85,528)	(114,808)
Recreation - Revenue	13,420	185	7,842	9,215
Recreation - Expenditures	224,970	11,942	131,100	110,886
Total - Recreation	(211,550)	(11,757)	(123,258)	(101,671)
Rentals - Revenue	124,000	46,991	113,235	108,286
Rentals - Expenditures	99,238	10,837	51,482	47,493
Total - Rentals	24,762	36,153	61,754	60,794

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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	130	20,574	14,483
User Groups - Expenditures	32,440	2,778	19,410	19,559
Total - User Groups	(5,440)	(2,648)	1,165	(5,076)
Youth Sports - Revenue	53,816	2,098	28,967	29,124
Youth Sports - Expenditures	108,660	10,524	65,583	59,964
Total - Youth Sports	(54,844)	(8,426)	(36,617)	(30,840)
Total Revenue	873,506	111,584	572,699	575,965
Total Expenditures	1,576,890	107,184	891,370	879,944
Net - ALL	(703,384)	4,399	(318,671)	(303,978)

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	Current Year Budget	Current Month	Year-to-date	Last Year-to- date
Parks:				
Brewster	285,656	5,030	170,811	161,328
Civic Center Park	234,358	11,608	149,915	142,975
Corwin Park	42,248	1,042	27,675	24,709
Grounds Operations	513,870	37,952	318,826	294,182
Horsemen's Center	62,205	3,339	44,191	37,698
James Woody Park	295,888	11,952	211,611	122,051
Lion's Park	21,271	1,030	15,232	13,506
Mendel	28,950	1,314	19,128	17,463
Mt. Vista	3,475	26	180	3,618
Schmidt	37,624	1,386	23,645	19,594
Sycamore Rocks	38,849	1,446	16,013	17,666
3 Diamond Skate	4,887	324	2,643	2,349
Thunderbird	53,989	2,011	38,381	40,904
Virginia	46,355	1,524	27,757	25,096
Yucca Loma	23,991	562	15,218	18,999
	<u>1,693,616</u>	<u>80,546</u>	<u>1,081,226</u>	<u>942,136</u>

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	Current Year Budget	Current Month	Year-to-date	Last Year-to- date
Facilities:				
Facilities Operations	27,476	2,829	17,670	17,060
Brewster Facilities	6,240	1,045	4,568	4,163
Amphitheater Facilities	1,255	-	1,088	335
Corwin Facilities	4,506	321	2,930	3,008
Ferrarese Facilities	-	-	-	21
Horsemen's Facilities	5,220	757	3,843	3,437
James Woody Auditorium	99,878	9,327	65,561	62,463
James Woody Gym	87,598	7,155	61,289	55,666
James Woody Pal Center	2,411	188	1,745	1,406
James Woody Restroom	13,220	805	7,395	7,174
	<u>247,804</u>	<u>22,428</u>	<u>166,089</u>	<u>154,732</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 February 28, 2014

	Budget	Current Month	Fiscal Year-to-date	Prior Fiscal Year-to-date
Revenue				
Green Fees	\$ 821,100	\$ 42,719	\$ 423,051	\$ 340,087
Food & Beverage Sales	6,500	-	-	-
Interest	-	-	-	-
Other	34,000	16	1,223	26,285
Total Revenue	861,600	42,734	424,274	366,372
Operating Expenditures				
Non-departmental	248,315	7,248	68,716	65,097
Golf Club Administration	91,850	11,192	94,751	82,583
Food & Beverage Operations	7,250	780	5,150	5,409
Cart Barn	70,650	7,162	67,827	48,537
Golf Course Grounds ¹	552,650	20,468	277,910	390,190
Golf Course Facilities	205,277	5,646	56,085	126,156
Pro Shop	84,400	3,794	35,377	48,811
Tennis Court	100	481	648	261
Total Operating Expenditures	1,260,492	56,770	606,464	767,043
Income (Loss) from Operations	(398,892)	(14,036)	(182,190)	(400,671)
Other Revenue (Expenditure) Items				
Interest Expense	-	-	(2,597)	(4,101)
Transfer(s) (to) From Other Funds	333,892	-	-	-
Net change in Fund Balance	(65,000)	(14,036)	(184,786)	(404,772)
Fund Balance - beginning	(1,709,131)		(1,709,131)	(1,072,596)
Fund Balance - ending	\$ (1,774,131)		\$ (1,893,917)	\$ (1,477,368)

¹ See attached line item details

Town of Apple Valley
Apple Valley Golf Course Fund
 Details of Golf Course Grounds
 For the Month Ended February 28, 2014

	Budget	Current Month	Fiscal Year-to-date	Prior Fiscal Year-to-date
Golf Course Grounds				
Water	86,300	812	81,090	78,183
Other Utilities	15,350	3,705	26,361	27,019
Range Supplies	174,450	-	3,504	1,578
Building Maintenance	1,800	-	317	1,009
Grounds Maintenance	162,450	1,536	25,852	51,821
Contract Services (a)	33,500	12,358	112,981	190,274
Leased Equipment	24,400	-	-	1,460
Other	54,400	2,058	27,805	38,846
Total Operating Expenditures	552,650	20,468	277,910	390,190

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