



TOWN OF APPLE VALLEY

TOWN COUNCIL STAFF REPORT

To: Honorable Mayor and Town Council **Date:** April 26, 2016
From: Marc Puckett, Assistant Town Manager **Item No:** 4
Subject: TREASURER'S REPORT – FEBRUARY 2016 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 2016 Treasurer's Report.

SUMMARY:

The February 2016 Treasurer's Report is attached for Town Council review. The attached investment portfolio for the fiscal year-to-date period ended February 29 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 (6) months of expenditures.

BACKGROUND:

Attached is the Treasurer's Report for the period ended February 29, 2016. 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 29, 2016, are in compliance with the Investment Policy adopted by Council on June 9, 2015, 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 29, 2016, the Town has adequate cash reserves necessary to meet its obligations for the next six (6) 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 2016.

FISCAL IMPACT:

The Town's investment portfolio has adequate liquidity to meet the budgeted and actual expenditures of the Town for the next six (6) months.



Town of Apple Valley
Treasurer's Report
As of February 29, 2016

Institution/Investment Type	Carrying Amount	Market Value		Interest Rate Yield	Maturity Date	Quarterly Comparisons of Carrying Amounts			
						Nov-15	Aug-15	May-15	Feb-15
Funds under control of Town:									
Checking Account	\$ 1,237,183.61	\$ 1,237,183.61	(1)	None	On Demand	\$ 3,624,345.24	\$ 1,926,445.29	\$ 4,254,434.99	\$ 5,431,209.73
Public Money Market Account	\$ 206,818.00	\$ 206,818.00	(4)	0.30%		\$ 206,663.39	\$ 206,508.89	\$ 206,352.82	\$ 206,196.86
Apple Valley Golf Course Deposit Account	\$ 60,685.19	\$ 60,685.19	(4)	None	On Demand	\$ 55,361.26	\$ 64,933.74	\$ 76,391.92	\$ 57,337.45
Petty Cash	\$ 5,350.00	\$ 5,350.00		N/A	On Demand	\$ 5,350.00	\$ 5,550.00	\$ 5,540.00	\$ 5,250.00
Public Desert Gold Account	\$ 4,305,798.51	\$ 4,305,798.51	(4)	0.35%		\$ 4,303,239.78	\$ 4,299,486.96	\$ 4,295,711.23	\$ 4,291,923.83
AV Redevelopment Obligation Retirement Fd.	\$ 1,743,474.73	\$ 1,743,474.73	(4)	0.30%	On Demand	\$ 5,795.86	\$ 5,791.53	\$ 2,684,201.87	\$ 1,601,634.80
Union Bank Money Market	\$ 1,350,866.55	\$ 1,350,866.55	(1)	2.00%		\$ 1,350,477.14	\$ 1,350,340.98	\$ 1,350,295.84	\$ 1,350,262.91
Cash	\$ -	\$ -	(5)	N/A		\$ -	\$ -	\$ -	\$ 3,459.80
Synchrony BK Retail CD 87165FBT0	\$ 250,000.00	\$ 253,180.00	(5)	2.05%	7/11/2019	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00
Barclays BK Del Retail CD 06740KHF7	\$ 250,000.00	\$ 253,075.00	(5)	2.05%	7/16/2019	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00
Discover BK Greenwood Del CD 2546712N9	\$ 250,000.00	\$ 253,075.00	(5)	2.05%	7/16/2019	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00
Goldman Sachs BK USA NY CD 38147JS78	\$ 250,000.00	\$ 252,582.50	(5)	2.05%	7/16/2019	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00
Sallie Mae BK Salt Lake City CD 795450SQ9	\$ 250,000.00	\$ 252,885.00	(5)	2.10%	8/27/2019	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00
Worlds Foremost BK Sydney CD 981571AS1	\$ 200,000.00	\$ 203,062.00	(5)	2.10%	8/27/2019	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00
American Express Fed Svgs BK CD 02587CAZ3	\$ 250,000.00	\$ 252,877.50	(5)	2.10%	8/28/2019	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00
Park Natl BK Newark Ohio CD 700654AT3	\$ 250,000.00	\$ 252,897.50	(5)	2.15%	9/12/2019	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00
Belmont SVGS BK Mass CD 080515BD0	\$ 250,000.00	\$ 252,875.00	(5)	1.85%	10/23/2019	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00
BMW BK North Amer Salt Lake City CD 05580AAZ7	\$ 250,000.00	\$ 254,332.50	(5)	2.15%	12/10/2019	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00
CIT BK Salt Lake City Utah CD 17284C5K6	\$ 250,000.00	\$ 253,320.00	(5)	2.20%	12/10/2019	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00
American Express Centurion BK CD 02587DWX2	\$ 250,000.00	\$ 253,225.00	(5)	2.20%	12/11/2019	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00
JPMorgan Chase BK CD 48125T2L8	\$ -	\$ -	(5)	2.00%	2/27/2020	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00
Prime Fund Capital Reserves Class	\$ -	\$ -	(6)	0.01%		\$ -	\$ 0.02	\$ 43,396.18	\$ 27,792.55
Fidelity Govt MMTK Capital Reserves CL	\$ -	\$ -	(6)	0.01%		\$ 10,460.30	\$ -	\$ -	\$ -
Aly BK Midvale Utah CD 02006LRD7	\$ 250,000.00	\$ 249,815.02	(6)	1.35%	5/29/2018	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ -
Compass BK Birmingham ALA 20451PLA2	\$ 250,000.00	\$ 249,815.00	(6)	1.30%	5/29/2018	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ -
State BK India Chicago ILL 856283YM2	\$ 250,000.00	\$ 250,530.00	(6)	1.60%	7/17/2019	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ -
Barclays BK Del CD 06740KHF7	\$ 250,000.00	\$ 253,075.00	(6)	2.05%	7/16/2019	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00
Discover BK Greenwood Del CD 2546712N9	\$ 250,000.00	\$ 253,075.00	(6)	2.05%	7/16/2019	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00
Goldman Sachs BK USA NY CD 38147JS78	\$ 250,000.00	\$ 252,582.50	(6)	2.05%	7/16/2019	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00
American Express BK FSB Utah CD 02587CAF7	\$ 250,000.00	\$ 253,077.50	(6)	1.95%	7/17/2019	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00
Synchrony BK Retail CD 87165FBX1	\$ 250,000.00	\$ 253,150.00	(6)	2.05%	7/18/2019	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00
BMW BK North Amer Salt Lake City CD 05580ABS2	\$ 250,000.00	\$ 251,052.50	(6)	1.95%	5/22/2020	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ -
American Express Centm 02587DYH5	\$ 250,000.00	\$ 251,022.50	(6)	2.05%	5/28/2020	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ -
CIT BK Salt Lake City Utah CD 17284DBB7	\$ 250,000.00	\$ 251,022.50	(6)	2.00%	5/28/2020	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ -
Capital One Bk USA Natl Assn 140420TX8	\$ 250,000.00	\$ 253,857.50	(6)	2.30%	7/29/2020	\$ 250,000.00	\$ 250,000.00	\$ -	\$ -
Capital One Bk USA Natl Assn VA 14042E4Z0	\$ 250,000.00	\$ 253,857.50	(6)	2.00%	7/29/2020	\$ 250,000.00	\$ 250,000.00	\$ -	\$ -
American Express Centr 02587DB64	\$ 250,000.00	\$ 253,757.50	(6)	2.30%	9/23/2020	\$ 250,000.00	\$ -	\$ -	\$ -
Barclays BK Del CD 06740KJQ1	\$ 250,000.00	\$ 253,657.50	(6)	2.20%	9/23/2020	\$ 250,000.00	\$ -	\$ -	\$ -
Capital One BK USA Natl Assn 140420VX5	\$ 250,000.00	\$ 253,757.50	(6)	2.30%	9/23/2020	\$ 250,000.00	\$ -	\$ -	\$ -
Goldman Sachs BK USA NY CD 38148JP88	\$ 250,000.00	\$ 253,625.00	(6)	2.25%	9/23/2020	\$ 250,000.00	\$ -	\$ -	\$ -
Gov Obligations FHLMC 3134G5EL5	\$ -	\$ -	(6)	2.00%	8/21/2019	\$ -	\$ -	\$ -	\$ 1,500,000.00
Gov Obligations FHLMC 3134G3V72	\$ 1,000,000.00	\$ 996,950.00	(6)	1.62%	11/21/2019	\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,000,000.00	\$ -
State of Calif., Local Agency Investment Fund Percent of total portfolio: 45%	\$ 16,328,620.16	\$ 16,315,344.39	(2)	0.47%	On Demand	\$ 10,318,366.14	\$ 12,307,948.71	\$ 14,297,841.39	\$ 8,292,010.54
Total funds under control of Town	\$ 33,438,796.77	\$ 33,500,588.00				\$ 28,330,059.11	\$ 27,617,006.12	\$ 34,164,166.24	\$ 27,217,078.47
Funds controlled by Fiscal Agent:									
US Bank	\$ 2,753,366.85	\$ 2,753,366.85	(3)	0.00%	On Demand	\$ 5,119,400.38	\$ 8,994,831.40	\$ 11,691,010.46	\$ 10,625,952.62
Total Fiscal Agent funds	\$ 2,753,366.85	\$ 2,753,366.85				\$ 5,119,400.38	\$ 8,994,831.40	\$ 11,691,010.46	\$ 10,625,952.62
Grand Total	\$ 36,192,163.62	\$ 36,253,954.85				\$ 33,449,459.49	\$ 36,611,837.52	\$ 45,855,176.70	\$ 37,843,031.09

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.
6) Mutual 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 29, 2016

	Budget	Current Month	Fiscal Year-to-date	Prior Fiscal Year-to-date
Revenue - General				
Property Taxes	\$ 1,630,000	\$ 47,276	\$ 942,506	\$ 893,408
Cell Tower Rents	72,500	6,223	51,776	51,936
Other - General	3,250	437	2,281	2,919
Total Revenue - General	<u>1,705,750</u>	<u>53,936</u>	<u>996,563</u>	<u>948,263</u>
Expenditures - General				
Interest Expense	12,000	-	(793)	11,202
Total Expenditures - General	<u>12,000</u>	<u>-</u>	<u>(793)</u>	<u>11,202</u>
General Revenue Over (Under) Expenditures	<u>1,693,750</u>	<u>53,936</u>	<u>997,356</u>	<u>937,062</u>
Recreation:				
Revenues ¹	881,514	112,066	598,425	494,968
Expenditures ¹	<u>1,579,641</u>	<u>99,610</u>	<u>957,071</u>	<u>925,604</u>
Recreation Rev. Over (Under) Expenditures	<u>(698,127)</u>	<u>12,456</u>	<u>(358,647)</u>	<u>(430,636)</u>
Parks:				
Parks Grounds Expenditures	1,796,458	58,104	948,493	1,162,573
Facilities Maintenance Expenditures	<u>271,825</u>	<u>19,766</u>	<u>165,464</u>	<u>151,272</u>
Total Parks Expenditures	<u>(2,068,283)</u>	<u>(77,870)</u>	<u>(1,113,957)</u>	<u>(1,313,845)</u>
Other Revenue (Expenditure) Items				
Transfer(s) (to) From Other Funds	<u>1,072,660</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net change in Fund Balance	\$ -	<u>\$ (11,478)</u>	(475,248)	(807,420)
Fund Balance - beginning	<u>(6,637,633)</u>		<u>(6,637,633)</u>	<u>(6,435,006)</u>
Fund Balance - ending	<u>\$ (6,637,633)</u>		<u>\$ (7,112,881)</u>	<u>\$ (7,242,425)</u>

¹ See attached list by program

Programs:	Budget	Current Month	Fiscal Year-to-date	Prior Fiscal Year-to-date
Adult Sports - Revenue	25,700	3,996	13,839	17,572
Adult Sports - Expenditures	39,983	2,146	22,319	26,890
Total - Adult Sports	(14,283)	1,850	(8,480)	(9,318)
Aquatic Complex - Revenue	235,290	25,755	106,739	104,094
Aquatic Complex - Expenditures	455,642	26,289	246,904	265,730
Total - Aquatic Complex	(220,352)	(533)	(140,165)	(161,636)
ASAP - Revenue	205,000	29,235	177,600	133,544
ASAP - Expenditures	206,672	19,660	147,269	106,055
Total - ASAP	(1,672)	9,575	30,331	27,489
CAVE - Revenue	-	-	-	-
CAVE - Expenditures	-	-	-	-
Total - CAVE	-	-	-	-
Day Camp - Revenue	34,500	827	13,284	10,598
Day Camp - Expenditures	57,944	2,407	39,794	30,184
Total - Day Camp	(23,444)	(1,580)	(26,510)	(19,586)
Instructor Classes - Revenue	135,736	15,515	95,638	78,635
Instructor Classes - Expenditures	151,173	6,058	96,235	95,835
Total - Instructor Classes	(15,437)	9,457	(597)	(17,200)
PIO Events - Revenue	13,500	-	9,295	8,805
PIO Events - Expenditures	184,273	9,047	130,913	119,946
Total - PIO Events	(170,773)	(9,047)	(121,618)	(111,141)
Recreation - Revenue	17,190	640	9,267	9,588
Recreation - Expenditures	242,877	14,791	144,489	135,971
Total - Recreation	(225,687)	(14,150)	(135,222)	(126,382)
Rentals - Revenue	132,000	30,651	130,685	82,201
Rentals - Expenditures	110,145	8,709	54,933	52,722
Total - Rentals	21,855	21,941	75,752	29,480

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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	29,700	3,168	13,470	20,671
User Groups - Expenditures	28,218	1,992	17,765	24,293
Total - User Groups	1,482	1,175	(4,295)	(3,622)
Youth Sports - Revenue	52,898	2,280	28,609	29,260
Youth Sports - Expenditures	97,714	8,511	56,450	67,979
Total - Youth Sports	(44,816)	(6,232)	(27,842)	(38,719)
Total Revenue	881,514	112,066	598,425	494,968
Total Expenditures	1,579,641	99,610	957,071	925,604
Net - ALL	(698,127)	12,456	(358,647)	(430,636)

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	Current Year Budget	Current Month	Year-to-date	Last Year-to- date
Parks:				
Brewster	285,343	9,301	158,716	168,677
Civic Center Park	288,475	8,500	96,961	167,295
Corwin Park	51,011	2,423	30,371	31,992
Grounds Operations	578,898	3,524	308,066	442,503
Horsemen's Center	68,284	4,700	36,679	38,533
James Woody Park	157,727	7,582	108,598	97,887
Lion's Park	32,697	2,407	19,232	22,006
Mendel	53,945	4,269	34,946	32,422
Mt. Vista	-	-	-	74
Schmidt	68,279	4,232	43,948	35,342
Sycamore Rocks	26,624	2,221	14,894	14,842
3 Diamond Skate	4,864	344	2,923	2,694
Thunderbird	63,885	2,596	36,348	41,482
Virginia	57,924	2,365	26,114	34,985
Yucca Loma	58,502	3,640	30,698	31,837
	<u>1,796,458</u>	<u>58,104</u>	<u>948,493</u>	<u>1,162,573</u>

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	Current Year Budget	Current Month	Year-to-date	Last Year-to- date
Facilities:				
Facilities Operations	27,814	1,915	17,902	15,716
Brewster Facilities	6,840	587	4,451	4,234
Amphitheater Facilities	1,300	-	39	(1,812)
Corwin Facilities	4,574	973	3,906	2,796
Horsemen's Facilities	5,657	466	3,785	3,943
James Woody Auditorium	114,204	8,018	70,670	63,367
James Woody Gym	96,524	6,113	54,472	53,775
James Woody Pal Center	2,789	206	1,647	1,630
James Woody Restroom	12,123	1,489	8,592	7,623
	<u>271,825</u>	<u>19,766</u>	<u>165,464</u>	<u>151,272</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 29, 2016

	Budget	Current Month	Fiscal Year-to-date	Prior Fiscal Year-to-date
Revenue				
Green Fees	\$ 685,000	\$ 48,589	\$ 377,709	\$ 411,735
SGM Food & Beverage 2%	6,500	-	2,039	-
Interest	-	-	638	-
Rentals	27,000	1,210	9,599	5,444
Other	-	(3)	254,058	(52)
Total Revenue	<u>718,500</u>	<u>49,796</u>	<u>644,043</u>	<u>417,127</u>
Operating Expenditures				
Non-departmental	179,212	10,852	67,030	76,438
Golf Club Administration	135,975	7,627	83,475	83,139
Food & Beverage Operations	-	161	1,083	1,212
Cart Barn	97,500	7,812	64,540	64,242
Golf Course Grounds ¹	500,175	18,862	414,456	353,917
Golf Course Facilities	86,581	3,792	49,537	69,101
Pro Shop	68,525	2,993	27,918	33,305
Tennis Court	500	-	983	323
Total Operating Expenditures	<u>1,068,468</u>	<u>52,099</u>	<u>709,022</u>	<u>681,677</u>
Income (Loss) from Operations	<u>(349,968)</u>	<u>(2,303)</u>	<u>(64,979)</u>	<u>(264,550)</u>
Other Revenue (Expenditure) Items				
Interest Expense	-	-	-	(5,298)
Transfer(s) (to) From Other Funds	349,968	-	-	-
Net change in Fund Balance	-	(2,303)	(64,979)	(269,848)
Fund Balance - beginning	<u>(2,141,753)</u>		<u>(2,141,753)</u>	<u>(1,847,400)</u>
Fund Balance - ending	<u>\$ (2,141,753)</u>		<u>\$ (2,206,732)</u>	<u>\$ (2,117,248)</u>

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 29, 2016

	Budget	Current Month	Fiscal Year-to-date	Prior Fiscal Year-to-date
Golf Course Grounds				
Water	25,000	135	76,959	113,047
Other Utilities	55,200	2,823	33,495	29,990
Range Supplies	3,500	37	3,687	3,218
Building Maintenance	1,500	-	163	272
Grounds Maintenance	65,000	785	17,083	22,003
Contract Services (a)	198,000	12,687	121,028	127,580
Leased Equipment	100,000	620	6,265	5,616
Capital Projects	-	-	76,368	19,776
Other	51,975	1,774	79,408	32,414
Total Operating Expenditures	500,175	18,862	414,456	353,917

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