



TOWN OF APPLE VALLEY TOWN COUNCIL STAFF REPORT

To: Honorable Mayor and Town Council **Date:** April 11, 2017
From: Marc Puckett, Assistant Town Manager **Item No:** 2
Subject: TREASURER'S REPORT – FEBRUARY 2017 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 2017 Treasurer's Report.

SUMMARY:

The February 2017 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 (6) months of expenditures.

BACKGROUND:

Attached is the Treasurer's Report for the period ended February 28, 2017. 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, 2017, are in compliance with the Investment Policy adopted by Council on June 14, 2016 and the California Government Code except as otherwise February 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, 2017, 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 2017.

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.

ATTACHMENTS:

1. February 2017 Treasurer's Report
2. 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 2017

Town of Apple Valley
Treasurer's Report
As of February 28, 2017

Institution/Investment Type	Carrying Amount	Market Value	Interest Rate Yield	Maturity Date	Quarterly Comparisons of Carrying Amounts				
					Nov-16	Aug-16	May-16	Feb-16	
Funds under control of Town:									
Checking Account	\$ 5,490,878.99	\$ 5,490,878.99	(1)	None	On Demand	\$ 810,345.26	\$ 707,402.76	\$ 7,828,242.02	\$ 1,237,183.61
Public Money Market Account	\$ 207,439.31	\$ 207,439.31	(4)	0.30%		\$ 207,285.94	\$ 207,130.98	\$ 208,974.43	\$ 206,818.00
Apple Valley Golf Course Deposit Account	\$ 50,862.30	\$ 50,862.30	(4)	None	On Demand	\$ 61,209.21	\$ 119,787.97	\$ 76,563.07	\$ 60,685.19
Petty Cash	\$ 5,350.00	\$ 5,350.00		N/A	On Demand	\$ 5,350.00	\$ 5,350.00	\$ 5,350.00	\$ 5,350.00
Public Desert Gold Account	\$ 4,322,079.47	\$ 4,322,079.47	(4)	0.35%		\$ 4,318,351.62	\$ 4,314,585.62	\$ 4,310,796.57	\$ 4,305,798.51
AV Redevelopment Obligation Retirement Fd.	\$ 1,766,896.05	\$ 1,766,896.05	(4)	0.30%	On Demand	\$ 2,937,961.35	\$ 2,935,765.00	\$ 2,933,546.19	\$ 1,743,474.73
Union Bank Money Market	\$ 1,354,843.36	\$ 1,354,843.36	(1)	2.00%		\$ 1,353,540.67	\$ 1,352,559.66	\$ 1,351,682.39	\$ 1,350,866.55
Wilmington Trust Bank	\$ 250,000.00	\$ 250,000.00	(7)		On Demand	\$ -	\$ -	\$ -	\$ -
Enerbank USA Salt Lake City Utah CD29266N267	\$ 250,000.00	\$ 250,120.00	(5)	1.10%	3/29/2018	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ -
Synchrony BK Retail CD 87165FBT0	\$ 250,000.00	\$ 253,132.50	(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	\$ 253,077.50	(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	\$ 253,077.50	(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	\$ 252,725.00	(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	\$ 253,087.50	(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	\$ 203,010.00	(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	\$ 253,092.50	(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	\$ 253,145.00	(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	\$ 253,290.00	(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	\$ 254,547.50	(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	\$ 254,475.00	(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	\$ 253,722.50	(5)	2.20%	12/11/2019	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00
Capital One BK USA NTNL Assn CD 140420M23	\$ 250,000.00	\$ 243,962.50	(5)	1.75%	10/26/2021	\$ 250,000.00	\$ -	\$ -	\$ -
JPMorgan Chase BK CD 4812572L8	\$ -	\$ -	(5)	2.00%	2/27/2020	\$ -	\$ -	\$ -	\$ -
Federal Home LN Mtg Corp Med Term 3134G8SX8	\$ -	\$ -	(5)	1.25%	4/14/2021	\$ -	\$ 750,000.00	\$ 750,000.00	\$ -
Cash/Fidelity Govt MMTK Capital Reserves CL	\$ -	\$ -	(6)	0.13%		\$ 1,638.36	\$ -	\$ 8,354.25	\$ -
Ally BK Midvale Utah CD 02006LRD7	\$ 250,000.00	\$ 250,382.50	(6)	1.35%	5/29/2018	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.02
Compass BK Birmingham ALA 20451PLA2	\$ 250,000.00	\$ 250,570.00	(6)	1.30%	5/29/2018	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00
State BK India Chicago ILL 856283YM2	\$ 250,000.00	\$ 251,125.00	(6)	1.60%	7/17/2019	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00
Barclays BK Del CD 06740KHF7	\$ 250,000.00	\$ 253,077.50	(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	\$ 253,077.50	(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	\$ 252,725.00	(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	\$ 253,082.50	(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	\$ 253,137.50	(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	\$ 252,502.50	(6)	1.95%	5/22/2020	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00
American Express Centr 02587DYH5	\$ 250,000.00	\$ 252,482.50	(6)	2.05%	5/28/2020	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00
CIT BK Salt Lake City Utah CD 17284DBB7	\$ 250,000.00	\$ 252,880.00	(6)	2.00%	5/28/2020	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00
Capital One Bk USA Natl Assn 140420TX8	\$ 250,000.00	\$ 254,797.50	(6)	2.30%	7/29/2020	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00
Capital One Bk USA Natl Assn VA 14042E4Z0	\$ 250,000.00	\$ 254,797.50	(6)	2.00%	7/29/2020	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00
American Express Centr 02587DB64	\$ 250,000.00	\$ 254,800.00	(6)	2.30%	9/23/2020	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00
Barclays BK Del CD 06740KJQ1	\$ 250,000.00	\$ 254,722.50	(6)	2.20%	9/23/2020	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00
Capital One BK USA Natl Assn 140420VX5	\$ 250,000.00	\$ 254,800.00	(6)	2.30%	9/23/2020	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00
Goldman Sachs BK USA NY CD 38148JP88	\$ 250,000.00	\$ 254,707.50	(6)	2.25%	9/23/2020	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00
Gov Obligations FHLMC 3134G3V72	\$ -	\$ -	(6)	1.62%	11/21/2019	\$ -	\$ -	\$ -	\$ 1,000,000.00
State of Calif., Local Agency Investment Fund Percent of total portfolio: 36%	\$ 13,704,774.57	\$ 13,696,878.20	(2)	0.78%	On Demand	\$ 8,686,831.93	\$ 14,864,965.78	\$ 14,844,500.74	\$ 16,328,620.16
Total funds under control of Town	\$ 34,853,124.05	\$ 34,933,360.18				\$ 26,082,514.34	\$ 32,707,547.77	\$ 39,766,009.66	\$ 33,438,796.77
Funds controlled by Fiscal Agent:									
US Bank	\$ 2,701,345.92	\$ 2,701,345.92	(3)	0.00%	On Demand	\$ 3,603,709.25	\$ 3,225,573.90	\$ 4,862,660.27	\$ 2,753,366.85
Total Fiscal Agent funds	\$ 2,701,345.92	\$ 2,701,345.92				\$ 3,603,709.25	\$ 3,225,573.90	\$ 4,862,660.27	\$ 2,753,366.85
Grand Total	\$ 37,554,469.97	\$ 37,634,706.10				\$ 29,686,223.59	\$ 35,933,121.67	\$ 44,628,669.93	\$ 36,192,163.62

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.
- 7) Wilmington Trust 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 Calif. 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, 2017

	Budget	Current Month	Fiscal Year-to-date	Prior Fiscal Year-to-date
Revenue - General				
Property Taxes	\$ 1,600,000	\$ 43,611	\$ 990,850	\$ 942,506
Cell Tower Rents	80,000	6,410	59,384	51,776
Other - General	2,000	515	11,431	2,281
Total Revenue - General	1,682,000	50,535	1,061,665	996,563
Expenditures - General				
Interest Expense	-	-	14,301	(793)
Total Expenditures - General	-	-	14,301	(793)
General Revenue Over (Under) Expenditures	1,682,000	50,535	1,047,364	997,356
Recreation:				
Revenues ¹	938,420	60,962	536,272	598,425
Expenditures ¹	1,609,313	101,060	928,366	957,071
Recreation Rev. Over (Under) Expenditures	(670,893)	(40,098)	(392,094)	(358,647)
Parks:				
Parks Grounds Expenditures	1,750,277	82,994	1,079,226	948,493
Facilities Maintenance Expenditures	265,655	19,429	164,415	165,464
Total Parks Expenditures	(2,015,932)	(102,422)	(1,243,641)	(1,113,957)
Other Revenue (Expenditure) Items				
Transfer(s) (to) From Other Funds	1,011,701	-	-	-
Net change in Fund Balance	\$ 6,876	\$ (91,986)	\$ (588,370)	\$ (475,248)
Fund Balance - beginning	(6,637,633)		(6,637,633)	(6,637,633)
Fund Balance - ending	\$ (6,630,757)		\$ (7,226,004)	\$ (7,112,881)

¹ See attached list by program

Programs:	Budget	Current Month	Fiscal Year-to-date	Prior Fiscal Year-to-date
Adult Sports - Revenue	26,350	3,476	14,165	13,839
Adult Sports - Expenditures	35,081	1,605	22,350	22,319
Total - Adult Sports	(8,731)	1,871	(8,185)	(8,480)
Aquatic Complex - Revenue	237,365	3,583	108,437	106,739
Aquatic Complex - Expenditures	465,958	25,816	243,610	246,904
Total - Aquatic Complex	(228,593)	(22,233)	(135,173)	(140,165)
ASAP - Revenue	248,000	29,096	173,724	177,600
ASAP - Expenditures	261,998	21,873	143,389	147,269
Total - ASAP	(13,998)	7,223	30,336	30,331
Day Camp - Revenue	37,000	155	13,561	13,284
Day Camp - Expenditures	59,728	1,987	35,953	39,794
Total - Day Camp	(22,728)	(1,832)	(22,392)	(26,510)
Instructor Classes - Revenue	157,770	11,879	88,678	95,638
Instructor Classes - Expenditures	167,327	9,738	81,906	96,235
Total - Instructor Classes	(9,557)	2,141	6,773	(597)
PIO Events - Revenue	-	2,220	10,954	9,295
PIO Events - Expenditures	177,083	10,792	134,138	130,913
Total - PIO Events	(177,083)	(8,572)	(123,184)	(121,618)
Recreation - Revenue	24,570	489	7,916	9,267
Recreation - Expenditures	245,324	11,821.27	140,942.71	144,489.05
Total - Recreation	(220,754)	(11,333)	(133,027)	(135,222)
Rentals - Revenue	127,000	8,059	77,057	130,685
Rentals - Expenditures	89,228	5,980	52,241	54,933
Total - Rentals	37,772	2,079	24,816	75,752
Skate Park - Revenue	-	-	-	-
Skate Park - Expenditures	5,000	-	-	-
Total - Skate Park	(5,000)	-	-	-

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Programs:	Budget	Current Month	Fiscal Year-to-date	Prior Fiscal Year-to-date
User Groups - Revenue	29,500	-	10,782	13,470
User Groups - Expenditures	<u>20,164</u>	<u>1,413</u>	<u>14,668</u>	<u>17,765</u>
Total - User Groups	<u>9,336</u>	<u>(1,413)</u>	<u>(3,886)</u>	<u>(4,295)</u>
Youth Sports - Revenue	50,865	2,006	30,998	28,609
Youth Sports - Expenditures	<u>82,422</u>	<u>10,035</u>	<u>59,170</u>	<u>56,450</u>
Total - Youth Sports	<u>(31,557)</u>	<u>(8,029)</u>	<u>(28,172)</u>	<u>(27,842)</u>
Total Revenue	938,420	60,962	536,272	598,425
Total Expenditures	<u>1,609,313</u>	<u>101,060</u>	<u>928,366</u>	<u>957,071</u>
Net - ALL	<u>(670,893)</u>	<u>(40,098)</u>	<u>(392,094)</u>	<u>(358,647)</u>

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	Current Year Budget	Current Month	Year-to-date	Last Year-to- date
Parks:				
Brewster	244,876	5,080	214,019	158,716
Civic Center Park	218,816	13,270	138,581	96,961
Corwin Park	53,715	2,377	34,931	30,371
Grounds Operations	553,892	3,766	267,099	308,066
Horsemen's Center	36,733	33,999	80,039	36,679
James Woody Park	271,051	4,875	125,637	108,598
Lion's Park	30,331	2,200	22,505	19,232
Mendel	52,864	2,700	24,396	34,946
Schmidt	74,324	2,808	37,165	43,948
Sycamore Rocks	28,030	2,039	18,110	14,894
3 Diamond Skate	9,751	33	1,196	2,923
Thunderbird	63,842	3,281	51,544	36,348
Virginia	55,465	2,125	33,841	26,114
Yucca Loma	56,587	4,442	30,163	30,698
	<u>1,750,277</u>	<u>82,994</u>	<u>1,079,226</u>	<u>948,493</u>

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	Current Year Budget	Current Month	Year-to-date	Last Year-to- date
Facilities:				
Facilities Operations	28,901	1,917	14,509	17,902
Brewster Facilities	5,800	546	5,391	4,451
Amphitheater Facilities	4,290	229	3,592	39
Corwin Facilities	5,250	304	4,046	3,906
Horsemen's Facilities	5,500	345	4,461	3,785
James Woody Auditorium	105,603	8,561	67,559	70,670
James Woody Gym	88,351	6,407	54,357	54,472
James Woody Pal Center	6,911	232	1,627	1,647
James Woody Restroom	15,049	889	8,873	8,592
	<u>265,655</u>	<u>19,429</u>	<u>164,415</u>	<u>165,464</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, 2017

	Budget	Current Month	Fiscal Year-to-date	Prior Fiscal Year-to-date
Revenue				
Green Fees	\$ 625,000	\$ 40,864	\$ 367,025	\$ 377,709
SGM Food & Beverage 2%	3,100	-	1,755	2,039
Interest	-	-	-	638
Rentals	20,000	-	17,353	9,599
Other	-	13,323	15,800	254,058
Total Revenue	<u>648,100</u>	<u>54,187</u>	<u>401,933</u>	<u>644,043</u>
Operating Expenditures				
Non-departmental	179,282	10,245	78,980	67,030
Golf Club Administration	135,875	8,150	74,251	83,475
Food & Beverage Operations	-	-	812	1,083
Cart Barn	97,500	10,127	72,021	64,540
Golf Course Grounds ¹	500,175	18,014	295,359	414,456
Golf Course Facilities	88,162	5,143	140,706	49,537
Pro Shop	68,525	5,090	40,660	27,918
Tennis Court	500	-	12,380	983
Total Operating Expenditures	<u>1,070,019</u>	<u>56,769</u>	<u>715,170</u>	<u>709,022</u>
Income (Loss) from Operations	<u>(421,919)</u>	<u>(2,582)</u>	<u>(313,237)</u>	<u>(64,979)</u>
Other Revenue (Expenditure) Items				
Interest Expense	-	6,328	6,980	-
Transfer(s) (to) From Other Funds	422,019	-	-	-
Net change in Fund Balance	100	(8,910)	(320,217)	(64,979)
Fund Balance - beginning	<u>(2,103,501)</u>		<u>(2,103,501)</u>	<u>(2,011,565)</u>
Fund Balance - ending	<u>\$ (2,103,401)</u>		<u>\$ (2,423,718)</u>	<u>\$ (2,076,544)</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 28, 2017

	Budget	Current Month	Fiscal Year-to-date	Prior Fiscal Year-to-date
Golf Course Grounds				
Water	25,000	153	6,848	76,959
Other Utilities	55,200	597	38,460	33,495
Range Supplies	3,500	464	7,413	3,687
Building Maintenance	1,500	-	1,442	163
Grounds Maintenance	65,000	641	61,178	17,083
Contract Services (a)	198,000	11,296	146,710	121,028
Leased Equipment	100,000	-	-	65,598
Capital Projects	-	-	5,199	76,368
Other	51,975	4,863	28,110	20,074
Total Operating Expenditures	500,175	18,014	295,359	414,456

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