



TOWN OF APPLE VALLEY

TOWN COUNCIL STAFF REPORT

To: Honorable Mayor and Town Council **Date:** October 24, 2017

From: Marc Puckett, Assistant Town Manager **Item No:** 5
Finance & Administration

Subject: TREASURER'S REPORT – SEPTEMBER 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 September 2017 Treasurer's Report.

SUMMARY:

The September 2017 Treasurer's Report is attached for Town Council review. The attached investment portfolio for the fiscal year-to-date period ended September 30 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 September 30, 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 September 30, 2017, are in compliance with the Investment Policy adopted by Council on June 27, 2017 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

September 30, 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 September 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.



Town of Apple Valley
Treasurer's Report
As of September 30, 2017

Institution/Investment Type	Carrying Amount	Market Value		Interest Rate Yield	Maturity Date	Quarterly Comparisons of Carrying Amounts			
						Jun-17	Mar-17	Dec-16	Sep-16
Funds under control of Town:									
Checking Account	\$ 1,503,585.95	\$ 1,503,585.95	(1)	None	On Demand	\$ 7,541,499.97	\$ 4,538,866.94	\$ 3,735,764.75	\$ 645,545.56
Public Money Market Account	\$ 207,789.45	\$ 207,789.45	(4)	0.30%		\$ 207,647.40	\$ 207,492.17	\$ 207,338.75	\$ 207,182.05
Apple Valley Golf Course Deposit Account	\$ 111,968.00	\$ 111,968.00	(4)	None	On Demand	\$ 66,391.47	\$ 55,385.66	\$ 55,398.19	\$ 57,836.20
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	\$ 4,330,941.37	\$ 4,330,941.37	(4)	0.35%		\$ 4,327,137.91	\$ 4,323,364.25	\$ 4,319,635.29	\$ 4,315,826.80
AV Redevelopment Obligation Retirement Fd.	\$ 2,847,296.77	\$ 2,847,296.77	(4)	0.30%	On Demand	\$ 2,846,159.82	\$ 1,767,346.24	\$ 8,107.87	\$ 2,936,488.89
Union Bank Money Market	\$ 1,360,297.39	\$ 1,360,297.39	(1)	2.00%		\$ 1,357,421.84	\$ 1,355,336.02	\$ 1,353,867.72	\$ 1,352,879.46
Wilmington Trust Bank	\$ 3,374,719.95	\$ 3,374,719.95	(7)	None	On Demand	\$ 928,322.98	\$ 250,000.00	\$ -	\$ -
M&T Bank	\$ 65,991.04	\$ 65,991.04	(8)	None	On Demand	\$ 42,125.68	\$ -	\$ -	\$ -
Cash/Money Funds/Bank Deposits	\$ 813.22	\$ 813.22	(5)	None		\$ -	\$ -	\$ -	\$ -
Enerbank USA Salt Lake City Utah CD29266NZ67	\$ 250,000.00	\$ 249,822.50	(5)	1.10%	3/29/2018	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00
Synchrony BK Retail CD 87165FBT0	\$ -	\$ -	(5)	2.05%	7/11/2019	\$ -	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00
Barclays BK Del Retail CD 06740KHF7	\$ 250,000.00	\$ 251,452.50	(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	\$ 251,452.50	(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	\$ -	\$ -	(5)	2.05%	7/16/2019	\$ -	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00
Sallie Mae BK Salt Lake City CD 795450SQ9	\$ 250,000.00	\$ 251,440.00	(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	\$ 201,568.00	(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	\$ 250,797.50	(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	\$ 251,480.00	(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	\$ 251,557.50	(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	\$ 252,520.00	(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	\$ 252,465.00	(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	\$ 251,062.50	(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	\$ 244,680.00	(5)	1.75%	10/26/2021	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ -
Goldman Sachs BK USA NY CD 38148PKN6	\$ 250,000.00	\$ 252,330.00	(5)	2.40%	6/7/2022	\$ 250,000.00	\$ -	\$ -	\$ -
Synchrony BK Retail CD 87164XRC2	\$ 250,000.00	\$ 252,315.00	(5)	2.40%	6/9/2022	\$ 250,000.00	\$ -	\$ -	\$ -
Federal Home LN Mtg Corp Med Term 3134G8SX8	\$ -	\$ -	(5)	1.25%	4/14/2021	\$ -	\$ -	\$ -	\$ 750,000.00
Cash/Fidelity Govt MMKT Capital Reserves CL	\$ -	\$ (30.14)		0.13%		\$ -	\$ 2,789.38	\$ -	\$ 2,835.62
Ally BK Midvale Utah CD 02006LRD7	\$ 250,000.00	\$ 249,862.50	(6)	1.35%	5/29/2018	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00
Compass BK Birmingham ALA 20451PLA2	\$ 250,000.00	\$ 249,962.50	(6)	1.30%	5/29/2018	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00
Slate BK India Chicago ILL 856283YM2	\$ 250,000.00	\$ 250,017.50	(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	\$ 251,452.50	(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	\$ 251,452.50	(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	\$ 251,185.00	(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	\$ 250,922.50	(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	\$ 251,497.50	(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	\$ 250,747.50	(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	\$ 249,760.00	(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	\$ 251,055.00	(6)	2.00%	5/28/2020	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00
Capital One BK USA Natl Assn VA 14042E4Z0	\$ 250,000.00	\$ 252,595.00	(6)	2.30%	7/29/2020	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00
American Express Centr 02587DB64	\$ 250,000.00	\$ 251,485.00	(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	\$ 252,505.00	(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	\$ 252,572.50	(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	\$ 252,490.00	(6)	2.25%	9/23/2020	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00
Slate of Calif., Local Agency Investment Fund Percent of total portfolio: 40%	\$ 15,962,615.71	\$ 15,947,324.66	(2)	1.11%	On Demand	\$ 13,730,995.11	\$ 13,704,774.57	\$ 13,686,831.93	\$ 11,664,965.78
Total funds under control of Town	\$ 37,471,368.85	\$ 37,493,148.16				\$ 38,753,052.18	\$ 33,910,705.23	\$ 31,072,294.50	\$ 29,388,910.36
Funds controlled by Fiscal Agent:									
US Bank	\$ 2,525,809.02	\$ 2,525,809.02	(3)	0.00%	On Demand	\$ 2,523,369.98	\$ 2,522,141.86	\$ 2,522,039.24	\$ 2,522,072.27
Total Fiscal Agent funds	\$ 2,525,809.02	\$ 2,525,809.02				\$ 2,523,369.98	\$ 2,522,141.86	\$ 2,522,039.24	\$ 2,522,072.27
Grand Total	\$ 39,997,177.87	\$ 40,018,957.18				\$ 41,276,422.16	\$ 36,432,847.09	\$ 33,594,333.74	\$ 31,910,982.63

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 8) M&T 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, Director of Finance

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

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Town of Apple Valley
Parks & Recreation Fund
 Schedule of Revenues, Expenditures and Changes in Fund Balance
 For the Month Ended September 30, 2017

	Budget	Current Month	Fiscal Year-to-date	Prior Fiscal Year-to-date
Revenue - General				
Property Taxes	\$ 1,600,000	\$ -	\$ -	\$ -
Cell Tower Rents	80,000	13,009	20,511	33,935
Other - General	2,200	698	2,394	13,035
Total Revenue - General	1,682,200	13,707	22,905	46,970
Expenditures - General				
Interest Expense	-	-	(11,352)	(8,173)
Total Expenditures - General	-	-	(11,352)	(8,173)
General Revenue Over (Under) Expenditures	1,682,200	13,707	34,257	55,143
Recreation:				
Revenues ¹	958,115	63,905	200,439	202,622
Expenditures ¹	1,628,531	118,503	396,091	380,405
Recreation Rev. Over (Under) Expenditures	(670,416)	(54,598)	(195,652)	(177,783)
Parks:				
Parks Grounds Expenditures	1,580,362	253,596	452,250	328,660
Facilities Maintenance Expenditures	262,853	12,227	36,801	52,452
Total Parks Expenditures	(1,843,215)	(265,823)	(489,052)	(381,111)
Other Revenue (Expenditure) Items				
Transfer(s) (to) From Other Funds	691,181	-	-	-
Net change in Fund Balance	\$ (140,250)	\$ (306,714)	\$ (650,446)	\$ (503,751)
Fund Balance - beginning	(6,599,565)		(6,599,565)	(6,637,633)
Fund Balance - ending	\$ (6,739,815)		\$ (7,250,011)	\$ (7,141,385)

¹See attached list by program

Programs:	Budget	Current Month	Fiscal Year-to-date	Prior Fiscal Year-to-date
Adult Sports - Revenue	27,787	7,375	10,882	7,345
Adult Sports - Expenditures	45,738	2,818	9,848	8,923
Total - Adult Sports	(17,951)	4,557	1,034	(1,578)
Aquatic Complex - Revenue	237,623	4,393	54,635	55,507
Aquatic Complex - Expenditures	452,937	25,919	103,925	108,732
Total - Aquatic Complex	(215,314)	(21,527)	(49,290)	(53,224)
ASAP - Revenue	280,000	25,735	54,414	53,319
ASAP - Expenditures	285,915	26,426	48,095	39,649
Total - ASAP	(5,915)	(692)	6,318	13,670
Day Camp - Revenue	38,500	975	8,538	8,619
Day Camp - Expenditures	63,058	1,978	21,905	17,589
Total - Day Camp	(24,558)	(1,003)	(13,367)	(8,970)
Instructor Classes - Revenue	139,383	10,888	29,582	37,338
Instructor Classes - Expenditures	171,235	14,771	28,015	28,099
Total - Instructor Classes	(31,852)	(3,883)	1,568	9,239
PIO Events - Revenue	13,500	120	5,897	5,134
PIO Events - Expenditures	164,207	6,819	87,277	87,397
Total - PIO Events	(150,707)	(6,699)	(81,380)	(82,263)
Recreation - Revenue	14,335	502	2,600	2,822
Recreation - Expenditures	222,689	26,332	56,505	49,461
Total - Recreation	(208,354)	(25,830)	(53,905)	(46,639)
Rentals - Revenue	134,000	11,206	29,257	29,787
Rentals - Expenditures	82,908	6,454	18,525	18,118
Total - Rentals	51,092	4,751	10,732	11,669
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	27,500	-	1,462	(2,406)
User Groups - Expenditures	37,716	1,866	5,408	5,001
Total - User Groups	(10,216)	(1,866)	(3,946)	(7,407)
Youth Sports - Revenue	45,487	2,712	3,173	5,157
Youth Sports - Expenditures	97,128	5,119	16,588	17,438
Total - Youth Sports	(51,641)	(2,407)	(13,415)	(12,281)
Total Revenue	958,115	63,905	200,439	202,622
Total Expenditures	1,628,531	118,503	396,091	380,405
Net - ALL	(670,416)	(54,598)	(195,652)	(177,783)

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	Current Year Budget	Current Month	Year-to-date	Last Year-to- date
Parks:				
Tire Grant	140,250	-	-	-
Brewster	298,625	104,961	116,289	101,666
Civic Center Park	239,955	17,706	76,992	45,580
Corwin Park	61,709	6,590	23,556	12,812
Grounds Operations	109,050	8,760	18,095	17,353
Horsemen's Center	73,694	4,757	30,348	15,632
James Woody Park	243,153	79,453	88,563	63,654
Lion's Park	37,872	3,411	13,543	6,662
Mendel	56,266	2,188	7,087	8,478
Schmidt	81,523	2,072	6,026	8,984
Sycamore Rocks	36,681	4,812	9,462	5,132
3 Diamond Skate	5,961	399	849	1,108
Thunderbird	72,926	2,853	24,727	19,426
Virginia	63,159	7,878	25,333	10,672
Yucca Loma	59,538	7,756	11,380	11,499
	<u>1,580,362</u>	<u>253,596</u>	<u>452,250</u>	<u>328,660</u>

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	Current Year Budget	Current Month	Year-to-date	Last Year-to- date
Facilities:				
Facilities Operations	27,651	1,584	4,475	4,506
Brewster Facilities	5,299	286	827	1,739
Amphitheater Facilities	6,149	267	1,082	370
Corwin Facilities	4,799	219	690	1,485
Thunderbird Facilities	2,941	-	-	-
Horsemen's Facilities	5,299	220	636	1,547
James Woody Auditorium	103,182	5,120	14,772	21,716
James Woody Gym	88,839	3,616	11,415	17,739
James Woody Pal Center	5,960	230	706	517
James Woody Restroom	12,734	686	2,199	2,833
	<u>262,853</u>	<u>12,227</u>	<u>36,801</u>	<u>52,452</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 September 30, 2017

	Budget	Current Month	Fiscal Year-to-date	Prior Fiscal Year-to-date
Revenue				
Green Fees	\$ 600,000	\$ 47,954	\$ 136,247	\$ 149,676
SGM Food & Beverage 2%	3,000	-	-	-
Interest	-	-	6,207	4,389
Rentals	20,000	2,568	7,602	7,380
Other	-	17	(24)	108
Total Revenue	623,000	50,539	150,031	161,553
Operating Expenditures				
Non-departmental	145,282	10,281	28,756	30,069
Golf Club Administration	135,875	6,219	23,542	26,767
Food & Beverage Operations	-	-	-	487
Cart Barn	97,500	10,490	29,955	27,652
Golf Course Grounds ¹	523,675	39,290	107,894	88,434
Golf Course Facilities	88,244	7,771	15,058	93,487
Pro Shop	68,525	6,073	15,362	10,345
Tennis Court	500	-	629	11,200
Total Operating Expenditures	1,059,601	80,124	221,197	288,441
Income (Loss) from Operations	(436,601)	(29,585)	(71,166)	(126,888)
Other Revenue (Expenditure) Items				
Interest Expense	-	-	-	-
Transfer(s) (to) From Other Funds	436,601	-	-	-
Net change in Fund Balance	-	(29,585)	(71,166)	(126,888)
Fund Balance - beginning	(2,168,886)		(2,168,886)	(2,103,501)
Fund Balance - ending	\$ (2,168,886)		\$ (2,240,052)	\$ (2,230,389)

¹ See attached line item details

Town of Apple Valley
Apple Valley Golf Course Fund
 Details of Golf Course Grounds
 For the Month Ended September 30, 2017

	Budget	Current Month	Fiscal Year-to-date	Prior Fiscal Year-to-date
Golf Course Grounds				
Water	20,000	-	1,969	1,583
Other Utilities	61,200	8,174	16,514	17,571
Range Supplies	3,500	349	524	1,563
Building Maintenance	1,500	-	-	-
Grounds Maintenance	65,000	6,580	26,752	14,296
Contract Services (a)	198,000	16,399	48,516	45,358
Leased Equipment	100,000	-	-	-
Capital Projects	22,500	-	-	-
Other	51,975	7,788	13,619	8,063
Total Operating Expenditures	523,675	39,290	107,894	88,434

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