

Town Council Agenda Report

Date:	March 12, 2019	Item No. 4
To:	Honorable Mayor and Town Council	
Subject:	Treasurer's Report – November 2018	
From:	Douglas Robertson, Town Manager	
Submitted by:	Sydnie Harris, Director of Finance Finance Department	
Budgeted Item:	□ Yes □ No ⊠ N/A	

RECOMMENDED ACTION:

That Town Council receive and file the November 2018 Treasurer's Report.

SUMMARY:

The November 2018 Treasurer's Report is attached for Town Council review. The attached investment portfolio for the fiscal year-to-date period ended November 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 months of expenditures.

BACKGROUND:

Attached is the Treasurer's Report for the period ended November 30, 2018. 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 November 30, 2018, are in compliance with the Investment Policy adopted by Council on June 27, 2017 and the California Government Code except as otherwise November 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 November 30, 2018, 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 November 2018.

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.

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Town of Apple Valley Treasurer's Report As of November 30, 2018

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		Carrying		Market		Interest Rate	Maturity			ງແລະ	terly Compariso	ne /	of Carrying Amo	inte	
nstitution/Investment Type		Amount		Value		Yield	Date		Aug-18		May-18		Feb-18		Nov-17
Funds under control of Town:															
Checking Account	\$	4,118,444.75	\$	4,118,444.75	(1)	None	On Demand	\$	3,773,105.04	s	5,467,409,44	s	2,100,770,29	\$	(54,337,
Public Money Market Account	\$	208,378.86	s	208,378.86	(4)	0.30%	on Bernand	s	208,274.99	s	208,170.03	s	208,047.46	s	207,893
Apple Valley Golf Course Deposit Account	\$	65,696.66		65,696.66	(4)	None	On Demand	1 °	,	s	185,489.44	\$	43,007.76	s	59,736
Petty Cash	s	5,350.00	1 ·	5,350.00		N/A	On Demand	1	5,350.00	s	5,350.00	1	5,350.00	s	5,350
Public Desert Gold Account	s	4,348,666.62	\$	4,348,666.62	(4)	0.35%	on Bonnand	s	4,344,874.16	s	4,341,043.41	s	4,337,215.94	\$	4,333,475
AV Redevelopment Obligation Retirement Fd.	\$	1,059,076.51	s	1,059,076.51	(4)	0.30%	On Demand	s	1,058,284.77	s	5,470,904.36	s	4,629,913.57	\$	2,848,724
Jnion Bank Money Market	\$	1,383,479.46	s	1,383,479.46	(1)	2.00%	On Demand	s	1,376,829,49	s	1,370,849.41	\$	1,366,109.88	s	1,362,370
Wilmington Trust Bank	s	2,132,064.86	\$	2,132,064.86	(7)	None	On Demand	\$	2,804,172.37	s	1,500,411.95	\$	2,961,844.76	\$	3,403,395
M&T Bank	s	28,629.55	· ·	28,629.55	(8)	None	On Demand	· ·	77,897.96	s	69,050.48	1.	68,189.91		44,130
Cash/Money Funds/Bank Deposits	s	20,020.00	s	20,020.00	(5)	None	On Demand	s	-	\$		\$		\$	44,150
Enerbank USA Salt Lake City Utah CD29266NZ67	s	-	s	_	(5)	1,10%	3/29/2018	\$	_	\$	-	\$	250,000.00	\$	250,000
Synchrony BK Retail CD 87165FBT0	\$	-	s	-	(5)	2.05%	7/11/2019	\$	-	s	-	\$	-	\$	200,000
Barclays BK Del Retait CD 06740KHF7	\$		s	-	(5)	2.05%	7/16/2019	s		s	_	s	_	s	
Discover BK Greenwood Del CD 2546712N9	s	250,000.00	\$	249,237,50	(5)	2.05%	7/16/2019	s	250,000.00	\$	250,000.00	s	250,000.00	\$	250,000
Goldman Sachs BK USA NY CD 38147JS78	\$		\$	-	(5)	2.05%	7/16/2019	s	-	s		\$		s	200,000
Sallie Mae BK Salt Lake City CD 795450SQ9	\$	250,000.00	s	249,010.00	(5)	2.10%	8/27/2019	\$	250,000.00	s	250,000.00	\$	250,000.00	\$	250,000
Norlds Foremost BK Sydney CD 981571AS1	\$	200,000.00	s	199,374.00	(5)	2.10%	8/27/2019	s	200.000.00	s	200,000.00	s	200,000.00	s	200,000
American Express Fed Svgs BK CD 02587CAZ3	\$		\$	-	(5)	2.10%	8/28/2019	s		\$		\$		\$	250,000
Park Natl BK Newark Ohio CD 700654AT3	s	250,000.00	\$	248,905.00	(5)	2.16%	9/12/2019	\$	250,000.00	s	250,000.00	\$	250,000.00	s	250,000
Belmont SVGS BK Mass CD 080515BD0	\$		s	-	(5)	1.85%		\$		s		\$		\$	200,000
BMW BK North Amer Salt Lake City CD 05580AAZ7	\$	250,000.00	\$	248,592,50	(5)	2.15%	12/10/2019	s	250,000.00	s	250,000.00	\$	250,000.00	\$	250,000
CIT BK Salt Lake City Utah CD 17284C5K6	\$	250,000.00	s	248,567.50	(5)	2.21%		s		s	250,000.00	1	250,000.00	\$	250,000
American Express Centurion BK CD 02587DWX2	\$	250,000.00	\$	248,275.00	(5)	2.21%	12/11/2019	\$	250,000.00	s	250,000.00		250,000.00	\$	250,000
Capital One BK USA NTNL Assn CD 140420M23	\$	250,000.00	s	237,682.50	(5)	1.83%	10/26/2021	\$	250,000.00	\$	250,000.00	\$	250,000.00	\$	250,000
Goldman Sachs BK USA NY CD 38148PKN6	\$	250,000.00	\$	242,100.00	(5)	2.46%	6/7/2022	\$	250,000.00	\$	250,000.00		250,000.00	\$	250,000
Gov Obligations FHLMC 3134G4V54	\$	~	s	-	(5)	1.88%	2/27/2019	s	-	\$	-	\$	-	\$	
Synchrony BK Retail CD 87164XRC2	\$	250,000.00	\$	242,080.00	(5)	2.46%	6/9/2022	\$	250,000.00	\$	250,000.00	\$	250,000.00	\$	250,000
Capital One Natl Assn McLean VA CD 14042RJK8	\$	250,000.00	\$	240,335.00	(5)	2.42%	10/12/2022	\$	250,000.00	\$	250,000.00	\$	250,000.00	\$	250,000
Barclays BK Del Retail CD 06740KLP0	\$	250,000.00	\$	240,045.00	(5)	2.43%	4/14/2021	\$	250,000.00	\$	250,000.00	\$	250,000.00	\$	250,000
American Express Fed Svgs BK CD 02587CHC7	\$	250,000.00	\$	238,920.00	(5)	2.58%	12/5/2022	\$	250,000.00	\$	250,000.00	\$	250,000.00	\$	
Morgan Stanley BK NA CD 61747MR37	\$	250,000.00	\$	244,105.00	(5)	2.94%	3/29/2023	\$	250,000.00	\$	250,000.00	\$	-	\$	
Cash/Fidelity Govt MMKT Capital Reserves CL	\$	-	\$	-	(6)	0.20%		\$	-	\$	11.79	\$	-	\$	1,638
Ally BK Midvale Utah CD 02006LRD7	\$	-	\$	-	(6)	1.35%	5/29/2018	\$	-	\$	-	\$	250,000.00	\$	250,000
Compass BK Burmingham ALA 20451PLA2	\$	-	\$	-	(6)	1.30%	5/29/2018	\$	-	\$	-	\$	250,000.00	\$	250,000

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State BK India Chicago ILL 856283YM2	\$	250,000.00	\$ 249.040.00	(6)	1.60%	7/17/2019	5	250,000.00	\$	250.000.00	ls	250,000.00	5	250,000,00
Barclays BK Del CD 06740KHF7	\$	250,000.00	\$ 249,237.50	(6)	2,05%	7/16/2019	\$	-	\$	250,000.00	1			250.000.00
Discover BK Greenwood Del CD 2546712N9	\$	250,000.00	\$ 249,237,50	(6)	2.05%	7/16/2019	s	250,000,00	s	250,000.00	1.1		1	250,000.00
Goldman Sachs BK USA NY CD 38147JS78	\$	250,000.00	\$ 249,145.00	(6)	2.05%	7/16/2019	\$	250,000.00	\$	250.000.00	1			250,000,00
American Express BK FSB Utah CD 02587CAF7	\$	250,000.00	\$ 249,232.50	(6)	1.95%	7/17/2019	\$	250,000.00	\$	250,000.00	\$	•	1	250,000.00
Synchrony BK Retail CD 87165FBX1	\$	250,000.00	\$ 249,245.00	(6)	2.05%	7/18/2019	s	250,000.00	\$	250,000.00	\$	250,000.00	\$	250,000.00
BMW BK North Amer Salt Lake City CD 05580ABS2	\$	250,000.00	\$ 246,485.00	(6)	1.95%	5/22/2020	\$	250,000.00	\$	250,000.00	\$	250,000.00	\$	250,000.00
American Express Centrn 02587DYH5	\$	250,000.00	\$ 246,162.50	(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	\$ 246,610.00	(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	\$ 247,000.00	(6)	2.30%	7/29/2020	\$	250,000.00	\$	250,000.00	5	250,000.00	\$	250,000.00
Capital One Natl Assn VA 14042E4Z0	\$	250,000.00	\$ 247,000.00	(6)	2.30%	7/29/2020	\$	250,000.00	\$	250,000.00	\$	250,000.00	\$	250,000.00
American Experess Centrn 02587DB64	\$	250,000.00	\$ 246,020.00	(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	\$ 246,505.00	(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	\$ 246,552.50	(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	\$ 245,175.00	(6)	2.25%	9/23/2020	\$	250,000.00	\$	250,000.00	\$	250,000.00	\$	250,000.00
Gov Obligations FHLMC 3134G5EL5	\$	-	\$ -	(6)	2.00%	8/21/2019	\$	-	\$	-	\$	-	\$	~
Sallie Mae BK Salt Lake City CD 795450Q99	\$	250,000.00	\$ 247,290.00	(6)	3.25%	5/30/2023	\$	250,000.00	\$	250,000.00	\$	-	\$	-
UBS BK USA Salt Lake City UT CD 90348JCR9	\$	250,000.00	\$ 246,235.00	(6)	3.15%	5/30/2023	\$	250,000.00	\$	250,000.00	\$	-	\$	-
State of Calif., Local Agency Investment Fund Percent of total portfolio: 43%	\$	18,291,882.57	\$ 18,274,525.90	(2)	2.21%	On Demand	\$	19,187,623.61	\$	19,105,174.78	\$	15,550,294.13	\$	13,507,045.64
Total funds under control of Town	\$	39,341,669.84	\$ 39,207,714.67				\$	40,713,126.38	\$	45,423,865.09	\$	38,970,743.70	\$	33,419,422.86
Funds controlled by Fiscal Agent:														
US Bank	\$	3,569,833.87	\$ 3,569,833.87	(3)	0.00%	On Demand	\$	3,118,639.80	\$	4,926,171.13	\$	2,568,765.12	\$	3,580,616.90
Total Fiscal Agent funds	\$	3,569,833.87	\$ 3,569,833.87				\$	3,118,639.80	\$	4,926,171.13	\$	2,568,765.12	\$	3,580,616.90
Grand Total	\$	42,911,503.71	\$ 42,777,548.54				\$	43,831,766.18	\$	50,350,036.22	\$	41,539,508.82	\$	37,000,039.76

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: Sydnie Harris

arris. Director of Finance/Treasurer

LINE OF CREDIT ACTIVITY STATEMENT

FOR MONTH END NOV 2018		INTEREST SUMMARY	
Total Available Line of Credit	\$10,000,000.00	LIBOR Option (Adjustable)	
Total utilized amount	\$3,000,000.00	Utilized taxable	Varies
Total un-utilized amount	\$7,000,000.00	Un-utilized taxable	0.275%
		Scheduled number of payments	36
Loan period in years	3		
Number of payments per year	12		
Start date of loan	10/23/2018		
Disbursements from utilized amount	\$197,274.19	LENDER NAME JP Morgan	Chase Bank, N.A.

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02/15/2019 5:22: PM				
Periods: 1 through 5	Town of Apple V	alley		
Fisc	al Year: 2019 Thro	ough Period: 5		
	•	2019	1 - 5	Year-To-Date
		Budget	Actual	Actual
FUND: 1001 GENERAL FUND REVENUES				
1001-0000-4600-0000 Line of Credit		0.00	3,000,000.00	3,000,000.00
τοται	L REVENUES	0,00	3,000,000.00	3,000,000.00
FUND: 1001 GENERAL FUND EXPENDITURES				
1001-1050-7610-0000 LOC - Attorney's Fees		0.00	173,876.27	173,876.27
1001-1050-9860-0000 Interest		0.00	23,397.92	23,397.92
TOTAL EXF	PENDITURES	0.00	197,274.19	197,274.19
EXCESS OF REVENUES OVER EXF	PENDITURES	0.00	2,802,725.81	2,802,725,81

Town of Apple Valley **Apple Valley Golf Course Fund** Schedule of Revenues, Expenditures and Changes in Fund Balance For the Month Ended November 30, 2018

	Budget	Current Month	Fiscal Year-to- date	Prior Fiscal Year- to-date
_	Dudbot	current month	uute	to date
Revenue		A		
Green Fees	\$ 575,000	\$ 48,781	\$ 266,856	\$ 238,348
SGM Food & Beverage 2%	7,500	1,375	1,375	-
Interest	-	-	10,585	(2,368)
Rentals	33,000	-	7,036	12,737
Other		(862)	(911)	20
Total Revenue	615,500	49,294	284,942	248,738
Operating Expenditures				
Non-departmental	237,800	10,117	44,914	45,960
Golf Club Administration	128,375	17,697	54,001	40,778
Food & Beverage Operations	-	-	-	-
Cart Barn	97,500	8,924	48,034	48,026
Golf Course Grounds ¹	447,425	56,933	217,495	182,900
Golf Course Facilities	86,541	7,666	27,311	25,289
Pro Shop	66,525	5,031	17,417	26,031
Tennis Court	500		32	629
Total Operating Expenditures	1,064,666	106,367	409,204	369,612
Income (Loss) from Operations	(449,166)	(57,073)	(124,262)	(120,875)
Other Revenue (Expenditure) Items				
Interest Expense				
Transfer(s) (to) From Other Funds	450,000			
Net change in Fund Balance	834	(57,073)	(124,262)	(120,875)
Fund Balance - beginning	(2,139,361)		(2,139,361)	(2,168,886)
Fund Balance - ending	\$ (2,138,527)		\$ (2,263,623)	\$ (2,289,761)
1				

¹ See attached line item details

Town of Apple Valley **Apple Valley Golf Course Fund** Details of Golf Course Grounds For the Month Ended November 30, 2018

	Budget	Current Month	Fiscal Year-to- date	Prior Fiscal Year-to- date
Golf Course Grounds				
Water	20,000	885	2,416	3,881
Other Utilities	66,200	5,401	30,763	33,586
Range Supplies	3,500	427	945	832
Building Maintenance	1,500	-	1,555	116
Grounds Maintenance	75,000	28,641	50,663	44,769
Contract Services (a)	200,000	16,547	74,918	77,916
Leased Equipment	10,000	-	34,922	-
Capital Projects	15,000		-	-
Other	56,225	5,032	21,313	21,799
Total Operating Expenditures	447,425	56,933	217,495	182,900

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

Town of Apple Valley **Parks & Recreation Fund** 5chedule of Revenues, Expenditures and Changes in Fund Balance For the Month Ended November 30, 2018

	Budget	Current Month	Fiscal Year-to- date	Prior Fiscal Year- to-date
Revenue - General Property Taxes	\$ 1,640,000	\$ 275,750	\$ 275,750	\$ 200,940
Cell Tower Rents Grants	87,726	24,987	46,150	28,961
Other - General	1,000	-	(1,248)	(1,540)
Total Revenue - General	1,728,726	300,737	320,652	228,361
Expenditures - General				
Interest Expense	-			5,001
Total Expenditures - General				5,001
General Revenue Over (Under) Expenditures	1,728,726	300,737	320,652	223,360
Recreation:				
Revenues 1	977,790	71,945	382,232	348,195
Expenditures ¹	1,500,337	122,806	507,918	614,325
Recreation Rev. Over (Under) Expenditures	(522,547)	(50,861)	(125,685)	(266,130)
Parks:				
Parks Grounds Expenditures Facilities Maintenance Expenditures	1,309,613 207,031	181,280 12,992	650,342 52,836	896,602 82,861
Total Parks Expenditures	(1,516,644)	(194,272)	(703,178)	(979,463)
Other Revenue (Expenditure) Items Transfer(s) (to) From Other Funds	303,965			
manster(s) (to) from Other Funds	303,905			
Net change in Fund Balance	\$ (6,500)	\$ 55,603	\$ (508,212)	\$ (1,022,234)
Fund Balance - beginning	(6,495,095)		(6,495,095)	(6,599,565)
Fund Balance - ending	\$ (6,501,595)		\$ (7,003,306)	\$ (7,621,799)

¹See attached list by program

Programs:	Budget	Current Month	Fiscal Year-to- date	Prior Fiscal Year-to-date
Adult Sports - Revenue	30,100	857	9,660	14,259
Adult Sports - Expenditures	44,162	5,683	17,459	18,715
Total - Adult Sports	(14,062)	(4,826)	(7,799)	(4,456)
Aquatic Complex - Revenue	230,910	2,343	63,375	77,768
Aquatic Complex - Expenditures	430,582	30,549	146,246	155,990
Total - Aquatic Complex	(199,672)	(28,206)	(82,871)	(78,222)
ASAP - Revenue	303,000	38,642	155,360	103,011
ASAP - Expenditures	297,617	33,939	97,333	<u>99,</u> 843
Total - ASAP	5,383	4,703	58,027	3,168
Day Camp - Revenue	44,000	(93)	11,151	10,726
Day Camp - Expenditures	67,045	2,482	24,592	28,838
Total - Day Camp	(23,045)	(2,575)	(13,441)	(18,112)
Instructor Classes - Revenue	133,525	6,020	41,200	45,751
Instructor Classes - Expenditures	151,418	11,793	50,536	44,229
Total - Instructor Classes	(17,893)	(5,773)	(9,336)	1,521
PIO Events - Revenue	14,000	100	7,791	7,262
PIO Events - Expenditures	99,457	1,309	38,967	103,217
Total - PIO Events	(85,457)	(1,209)	(31,176)	(95,955)
Recreation - Revenue	14,525	1,429	4,774	7,059
Recreation - Expenditures	179,332	20,286	64,595	94,653
Total - Recreation	(164,807)	(18,856)	(59,821)	(87,593)
Rentals - Revenue	131,000	8,151	59,578	53,362
Rentals - Expenditures	78,905	6,124	27,218	31,571
Total - Rentals	52,095	2,026	32,361	21,791
Skate Park - Revenue	-	-	-	
Skate Park - Expenditures	4,000	-	-	
Total - Skate Park	(4,000)	-		-
	(1,000)			

Programs:	Budget	Current Month	Fiscal Year-to- date	Prior Fiscal Year-to-date
User Groups - Revenue	30,350	-	4,619	5,998
User Groups - Expenditures	37,198	3,426	12,316	9,562
Total - User Groups	(6,848)	(3,426)	(7,697)	(3,564)
Youth Sports - Revenue	46,380	14,496	24,724	23,000
Youth Sports - Expenditures	110,621	7,215	28,656	27,708
Total - Youth Sports	(64,241)	7,281	(3,932)	(4,708)
Total Revenue	977,790	71,945	382,232	348,195
Total Expenditures	1,500,337	122,806	507,918	614,325
Net - ALL	(522,547)	(50,861)	(125,685)	(266,130)

	Current Year Budget	Current Month	Year-to-date	Last Year-to- date
Parks:				
Tire Grant	-	-	-	130,600
Brewster	260,790	66,906	161,731	188,556
Civic Center Park	235,379	34,730	93,694	140,391
Corwin Park	56,696	11,009	29,600	37,115
Grounds Operations	97,050	2,392	35,137	38,375
Horsemen's Center	68,861	8,300	66,373	51,534
James Woody Park	235,773	28,230	110,243	130,583
Lion's Park	34,932	1,887	17,918	22,673
Mendel	49,585	3,479	18,142	14,227
Schmidt	89,350	2,803	40,423	24,396
Sycamore Rocks	31,666	2,471	11,232	15,818
3 Diamond Skate	6,052	586	2,216	1,646
Thunderbird	68,372	13,717	35,165	43,218
Virginia	21,884	2,013	9,346	38,592
Yucca Loma	53,223	2,757	19,122	18,880
	1,309,613	181,280	650,342	896,602

	Current Year Budget	Current Month	Year-to-date	Last Year-to- date
Facilities:				
Facilities Operations	26,327	1,983	8,155	8,128
Brewster Facilities	3,902	145	876	1,403
Amphitheater Facilties	4,852	145	963	2,528
Corwin Facilities	3,502	145	875	1,118
Thunderbird Facilities	2,215	145	600	-
Horsemen's Facilties	4,905	326	1,482	1,130
James Woody Auditorium	87,441	3,893	16,910	36,293
James Woody Gym	62,540	5,534	20,099	27,452
James Woody Pal Center	3,414	169	640	1,246
James Woody Restroom	7,933	505	2,237	3,562
	207,031	12,992	52,836	82,861