

Town Council Agenda Report

Date: March 12, 2019 Item No. 5

To: Honorable Mayor and Town Council

Subject: Treasurer's Report – December 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 December 2018 Treasurer's Report.

SUMMARY:

The December 2018 Treasurer's Report is attached for Town Council review. The attached investment portfolio for the fiscal year-to-date period ended December 31 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 December 31, 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 December 31, 2018, are in compliance with the Investment Policy adopted by Council on June 27, 2017 and the California Government Code except as otherwise December 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 December 31, 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 December 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.



Town of Apple Valley Treasurer's Report As of December 31, 2018

one of Apple Salan				As	of Decer	nber 31, 2	018								
		Carrying		Market		Interest Rate	Maturity)1125	terly Compariso	ne r	of Carrying Amo	inte	
Institution/Investment Type		Amount		Value		Yield	Date		Sep-18	Juan	Jun-18	113 0	Mar-18	T	Dec-17
Funds under control of Town:															
Checking Account	s	5,339,853.85	\$	5,339,853.85	(1)	None	On Demand	s	3,146,189.65) s	4,605,881.81) s	1,966,725.85	\$	2,264,170.7
Public Money Market Account	s	208,414.26	\$	208,414.26	(4)	0.30%		\$	208,309.23	s	208,204.25	3	208,100.47) \$	207,946.6
Apple Valley Golf Course Deposit Account	s	53,266.29	\$	53,266.29	(4)	None	On Demand	\$	250,586.45	\$	67,067.25	3	55,444.22) S	106,938.8
Petty Cash	\$	5,350.00	\$	5,350.00	}	N/A	On Demand	\$	5,350.00	\$	5,350.00	\$	5,350.00	\$	5,350.0
Public Desert Gold Account	\$	4,349,959.31	s	4,349,959.31	(4)	0.35%	}	\$	4,346,124.06	1 \$	4,342,292.20	\$	4,338,505.31	5	4,334,763.2
AV Redevelopment Obligation Retirement Fd.	\$	1,059,346.36	\$	1,059,346.36	(4)	0.30%	On Demand	\$	1,058,545,72) s	5,472,253.11	\$	4,631,093.32	5	4,627,669.1
Union Bank Money Market	\$	1,385,849.32	s	1,385,849.32	(1)	2.00%	}	\$	1,378,959.80	\$	1,372,749.86	\$	1,367,392.04	s	1,363,440.2
Wilmington Trust Bank	\$	2,398,058.69	s	2,398,058.69	(7)	None	On Demand) s	2,698,492,77	s	1,455,761.86	s	2,327,113.38	5	3,144,971.8
M&T Bank	8	63,315.73	\$	63,315.73	(8)	None	On Demand	\$	99,872.22	\$	43,445.87	s	34,126.76	\$	46,160.7
Cash/Money Funds/Bank Deposits	\$	-	\$	-	(5)	None		\$	-	\$	-	\$	-	\$	-
Enerbank USA Salt Lake City Utah CD29266NZ67	s	-	\$	-	(5)	1.10%	3/29/2018	\$	-	\$	-	3	_	3	250,000.0
Discover BK Greenwood Del CD 2546712N9	s	_	\$	-	(5)	2.05%	7/16/2019	\$	250,000.00	1 \$	250,000.00	3	250,000.00) s	250,000.0
Sallie Mae BK Salt Lake City CD 795450SQ9	\$	250,000.00	\$	249,015.00	(5)	2.10%	8/27/2019	\$	250,000.00	\$	250,000.00	\$	250,000.00) s	250,000.0
Worlds Foremost BK Sydney CD 981571AS1	s	200,000.00) s	199,358.00	(5)	2.10%	8/27/2019	s	200,000.00) s	200,000.00	15	200,000.00) s	200,000.0
Park Natl BK Newark Ohio CD 700654AT3	5	250,000.00	\$	248,955.00	(5)	2.15%	9/12/2019	\$	250,000.00) s	250,000.00	3	250,000.00) s	250,000.0
BMW BK North Amer Salt Lake City CD 05580AAZ7	\$	250,000.00	 \$	248,857.50	(5)	2.15%	12/10/2019	\$	250,000.00	\$	250,000.00	\$	250,000.00	s	250,000.
CIT BK Salt Lake City Utah CD 17284C5K6	\$	250,000.00	\$	248,835.00	(5)	2.20%	12/10/2019	5	250,000.00	\$	250,000.00	s	250,000.00	s	250,000.0
American Express Centurion BK CD 02587DWX2	\$	250,000.00	\$	248,572.50	(5)	2.20%	12/11/2019	s	250,000.00	\$	250,000.00	\$	250,000.00	s	250,000.0
Capital One BK USA NTNL Assn CD 140420M23	\$	250,000.00	s	238,445.00	(5)	1.75%	10/26/2021	s	250,000.00	8	250,000.00	s	250,000.00	\$	250,000.0
Goldman Sachs BK USA NY CD 38148PKN6	1 \$	250,000.00	s	242,627.50	(5)	2.40%	6/7/2022	\$	250,000.00	\$	250,000.00	s	250,000.00	\$	250,000.0
Synchrony BK Retail CD 87164XRC2	\$	250,000.00	\$	242,607.50	(5)	2.40%	6/9/2022	1 \$	250,000.00) s	250,000.00	s	250,000.00) s	250,000.0
Capital One Natl Assn McLean VA CD 14042RJK8	\$	250,000.00	\$	240,770.00	(5)	2.35%	10/12/2022	\$	250,000.00	\$	250,000.00	\$	250,000.00	\$	250,000.0
Barclays BK Del Retail CD 06740KLP0	s	250,000.00	\$	240,450.00	(5)	2.35%	11/8/2022	\$	250,000.00	\$	250,000.00	\$	250,000.00	\$	250,000.0
American Express Fed Svgs BK CD 02587CHC7	s	250,000.00	\$	239,322.50	(5)	2.50%	12/5/2022	\$	250,000.00) \$	250,000.00	\$	250,000.00	s	250,000.0
Morgan Stanley BK NA CD 61747MR37	s	250,000.00	\$	244,297.50	(5)	2.90%	3/29/2023	\$	250,000.00	\$	250,000.00	\$	250,000.00	s	-
First Technology Fed Cr U CD 3315LDB3	\$	250,000.00	\$	250,215.00	(5)	3.60%	12/26/2023	\$	-	\$	_	s	_	s	_
Cash/Fidelity Govt MMKT Capital Reserves CL	\$	-	\$	-	(6)	0.20%		\$	-	\$	-	\$	-	\$	-
Ally BK Midvale Utah CD 02006LRD7	s	-	\$	-	(6)	1.35%	5/29/2018	\$	-	\$	-	\$	250,000.00	3	250,000.0
Compass BK Burmingham ALA 20451PLA2	s	-	\$	-	(6)	1.30%	5/29/2018	\$	-	8	-	3	250,000.00	\$	250,000.0
State BK India Chicago ILL 856283YM2	s	250,000.00	\$	249,100.00	(6)	1.60%	5/28/2019	\$	250,000.00	\$	250,000.00	\$	250,000.00	s	250,000.0
Bardays BK Del CD 06740KHF7	\$	250,000.00	\$	249,225.00	(6)	2.05%	7/16/2019	\$	250,000.00	\$	250,000.00	\$	250,000.00	s	250,000.
Discover BK Greenwood Del CD 2546712N9	\$	250,000.00	\$	249,225.00	(6)	2.05%	7/16/2019	\$	250,000.00	\$	250,000.00	\$	250,000.00	s	250,000.0
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	\$	250,000.00	\$	250,000.0
American Express BK FSB Utah CD 02587CAF7	s	250,000.00	s	249,220.00	(6)	1.95%	7/17/2019	1 \$	250,000.00	s	250,000.00		250,000.00		250,000.0

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Synchrony BK Retail CD 87165FBX1	\$ 250,000.00	\$ 249,230.00	(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	\$ 246,920.00	(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	\$ 246,662.50	(6)	2.05%	5/28/2020	\$	250,000.00	\$	250,000.00	\$	250,000.00	\$	250,000.00
CIT BK Sall Lake City Utah CD 17284DBB7	\$ 250,000.00	\$ 247,037.50	(6)	2.00%	5/28/2020	s	250,000.00	\$	250,000.00	\$	250,000.00	\$	250,000.00
Capital One Bk USA Natl Assn 140420TX8	\$ 250,000.00	\$ 247,435.00	(6)	2.30%	7/29/2020	\$	250,000.00	\$	250,000.00	s	250,000.00	\$	250,000.00
Capital One Natl Assn VA 14042E4Z0	\$ 250,000.00	\$ 247,435.00	(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	\$ 246,575.00	(6)	2.30%	9/23/2020	s	250,000.00	\$	250,000.00	s	250.000.00	\$	250,000.00
Barclays BK Del CD 06740KJQ1	\$ 250,000.00	\$ 246,985.00	(6)	2.20%	9/23/2020	s	250,000.00	\$	250,000.00	s	250,000.00	s	250,000.00
Capital One BK USA Natl Assn 140420VX5	\$ 250,000.00	\$ 247,030.00	(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	\$ 245,715.00	(6)	2.25%	9/23/2020	s	250,000.00	\$	250,000.00	\$	250,000.00	\$	250,000.00
Sallie Mae BK Salt Lake City CD 795450Q99	\$ 250,000.00	\$ 247,407.50	(6)	3.25%	5/30/2023	\$	250,000.00	\$	250,000.00	s	-	\$	-
UB\$ BK USA Salt Lake City UT CD 90348JCR9	\$ 250,000.00	\$ 246,375.00	(6)	3.15%	5/30/2023	\$	250,000.00	\$	250,000.00	\$	-	\$	-
State of Calif Local Agency Investment Fund	\$ 18,291,882.57	\$ 18,274,525.90	(2)	2.29%	On Demand	s	19,187,623.61	\$	19,105,174.78	\$	15,550,294.13	s	12,507,045.64
Percent of total portfolio: 42%													
Total funds under control of Town	\$ 40,855,296.38	\$ 40,730,990.21				\$	40,080,053.51	\$	44,378,180.99	\$	38,184,145.48	\$	36,308,457.06
Funds controlled by Fiscal Agent:								Г		Г			
US Bank	\$ 2,550,469.11	\$ 2,550,469.11	(3)	0.00%	On Demand	\$	2,544,701.85	\$	2,541,094.82	\$	2,533,660.20	\$	2,529,074.75
Total Fiscal Agent funds	\$ 2,550,469.11	\$ 2,550,469.11				\$	2,544,701.85	\$	2,541,094.82	\$	2,533,660.20	\$	2,529,074.75
Grand Total	\$ 43,405,765.49	\$ 43,281,459.32				\$	42,624,755.36	\$	46.919,275.81	\$	40,717,805.68	\$	38,837,531.81

Source of Market Value Information:

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: Maggie DeMauro

dnie Harris, Director of Finance/Treasurer

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

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LINE OF CREDIT ACTIVITY STATEMENT

FOR MONTH END DEC 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 Morga	an Chase Bank. N.A.

Revenue and Expenditure by Fund

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Periods: 1 through 6

Town of Apple Valley

Fiscal Year: 2019 Through Period: 6

	2019 Budget	1 - 6 Actual	Year-To-Date Actual
FUND: 1001 GENERAL FUND REVENUES			
1001-0000-4600-0000 Line of Credit	0.00	3,000,000.00	3,000,000.00
TOTAL REVENUES FUND: 1001 GENERAL FUND EXPENDITURES	0.00	3,000,000.00	3,000,000.00
1001-1050-7610-0000 LOC - Attorney's Fees	0.00	173,800.00	173,800.00
1001-1050-9860-0000 Interest	0.00	23,397.92	23,397.92
TOTAL EXPENDITURES	0.00	197,197.92	197,197.92
EXCESS OF REVENUES OVER EXPENDITURES	0.00	2,802,802.08	2,802,802.08

Town of Apple Valley

Apple Valley Golf Course Fund

Schedule of Revenues, Expenditures and Changes in Fund Balance For the Month Ended December 31, 2018

		Budget	Curre	nt Month	Fise	cal Year-to- date	Prie	or Fiscal Year- to-date
Revenue							_	
Green Fees	\$	575,000	\$	41,562	\$	308,418	\$	280,379
SGM Food & Beverage 2%		7,500		-		1,375		1,636
Interest		-		-		10,585		(2,368)
Rentals		33,000		1,851		8,888		15,305
Other						(911)		570_
Total Revenue		615,500		43,413		328,355		295,521
Operating Expenditures								
Non-departmental		225,700		11,807		56,722		77,594
Golf Club Administration		127,679		11,397		65,398		51,477
Food & Beverage Operations		24,121		-		_		-
Cart Barn		94,000		8,606		56,640		57,289
Golf Course Grounds 1		452,025		29,558		247,053		203,116
Golf Course Facilities		97,541		4,620		31,931		30,369
Pro Shop		43,500		4,718		22,135		29,960
Tennis Court		100				32		629
Total Operating Expenditures		1,064,666		70,707		479,911		450,433
Income (Loss) from Operations		(449,166)		(27,293)		(151,556)	_	(154,912)
Other Revenue (Expenditure) Items								
Interest Expense		-						
Transfer(s) (to) From Other Funds		450,000						
Net change in Fund Balance		834		(27,293)		(151,556)		(154,912)
Fund Balance - beginning	(2,139,361)			(2,139,361)		(2,168,886)
Fund Balance - ending	\$ (2,138,527)			\$ (2,290,917)	\$	(2,323,798)

¹ See attached line item details

Town of Apple Valley Apple Valley Golf Course Fund

Details of Golf Course Grounds

For the Month Ended December 31, 2018

	Budget	Current Month	Fiscal Year-to- date	Prior Fiscal Year-to- date
Golf Course Grounds				
Water	20,000	283	2,699	3,881
Other Utilities	65,000	4,400	35,163	35,617
Range Supplies	3,500	-	945	832
Building Maintenance	1,500	98	1,653	116
Grounds Maintenance	75,000	6,567	57,230	47,394
Contract Services (a)	200,000	13,622	88,540	91,384
Leased Equipment	34,900	-	34,922	-
Capital Projects	-	-	-	-
Other	52,125	4,587	25,900	23,891
Total Operating Expenditures	452,025	29,558	247,053	203,116

⁽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

Schedule of Revenues, Expenditures and Changes in Fund Balance For the Month Ended December 31, 2018

	Budget	Current Month	Fiscal Year-to- date	Prior Fiscal Year- to-date
Revenue - General				
Property Taxes	\$ 1,640,000	\$ 685,890	\$ 961,640	\$ 923,051
Cell Tower Rents	87,726	4,345	50,495	32,471
Grants	-	-	-	-
Other - General	1,000	-	(1,248)	(1,540)
Total Revenue - General	1,728,726	690,236	1,010,888	953,982
Expenditures - General				
Interest Expense				5,001
Total Expenditures - General		·	-	5,001
General Revenue Over (Under) Expenditures	1,728,726	690,236	1,010,888	948,981
Recreation:				
Revenues 1	977,790	95,588	477,821	392,152
Expenditures ¹	1,500,337	88,610	596,527	768,299
Recreation Rev. Over (Under) Expenditures	(522,547)	6,979	(118,707)	(376,147)
Parks:				
Parks Grounds Expenditures	1,309,613	47,320	697,662	1,002,465
Facilities Maintenance Expenditures	207,031	9,707	62,542	103,464
Total Parks Expenditures	(1,516,644)	(57,026)	(760,205)	(1,105,929)
Other Revenue (Expenditure) Items				
Transfer(s) (to) From Other Funds	303,965			
Net change in Fund Balance	\$ (6,500)	\$ 640,188	\$ 131,976	\$ (533,095)
Fund Balance - beginning	(6,495,095)		(6,495,095)	(6,599,565)
Fund Balance - ending	\$ (6,501,595)		\$ (6,363,118)	\$ (7,132,660)

¹See attached list by program

Programs:	Budget	Current Month	Fiscal Year-to- date	Prior Fiscal Year-to-date
Adult Sports - Revenue	30,100	780	10,440	15,723
Adult Sports - Expenditures	44,162	2,624	20,083	23,262
Total - Adult Sports	(14,062)	(1,844)	(9,643)	(7,539)
Aquatic Complex - Revenue	230,910	25,713	89,088	78,507
Aquatic Complex - Expenditures	430,582	24,192	170,438	208,329
Total - Aquatic Complex	(199,672)	1,521	(81,350)	(129,822)
ASAP - Revenue	303,000	25,094	180,454	121,834
ASAP - Expenditures	297,617	22,784	120,117	135,233
Total - ASAP	5,383	2,310	60,337	(13,399)
Day Camp - Revenue	44,000	1,137	12,288	12,925
Day Camp - Expenditures	67,045	1,709	26,301	31,691
Total - Day Camp	(23,045)	(572)	(14,013)	(18,766)
Instructor Classes - Revenue	133,525	6,279	47,479	51,380
Instructor Classes - Expenditures	151,418	9,492	60,028	55,443
Total - Instructor Classes	(17,893)	(3,214)	(12,550)	(4,063)
PIO Events - Revenue	14,000	-	7,791	7,262
PIO Events - Expenditures	99,457	1,218	40,184	112,032
Total - PIO Events	(85,457)	(1,218)	(32,393)	(104,770)
Recreation - Revenue	14,525	356	5,130	7,226
Recreation - Expenditures	179,332	15,016	79,610	114,339
Total - Recreation	(164,807)	(14,660)	(74,480)	(107,113)
Rentals - Revenue	131,000	20,301	79,880	63,658
Rentals - Expenditures	78,905	4,062	31,279	40,693
Total - Rentals	52,095	16,239	48,600	22,965
Skate Park - Revenue	~	-	*	.**
Skate Park - Expenditures	4,000	-		*
Total - Skate Park	(4,000)	38		

Programs:	Budget	Current Month	Fiscal Year-to- date	Prior Fiscal Year-to-date
User Groups - Revenue	30,350	14,825	19,444	10,587
User Groups - Expenditures	37,198	2,736	15,053	11,758
Total - User Groups	(6,848)	12,088	4,391	(1,171)
Youth Sports - Revenue	46,380	1,104	25,828	23,050
Youth Sports - Expenditures	110,621	4,777	33,433	35,520
Total - Youth Sports	(64,241)	(3,673)	(7,605)	(12,469)
Total Revenue	977,790	95,588	477,821	392,152
Total Expenditures	1,500,337	88,610	596,527	768,299
Net - ALL	(522,547)	6,979	(118,707)	(376,147)

	Current Year Budget	Current Month	Year-to-date	Last Year-to- date
Parks:				
Tire Grant	•	-	-	130,600
Brewster	260,790	4,878	166,609	202,690
Civic Center Park	235,379	6,918	100,612	171,232
Corwin Park	56,696	1,058	30,658	40,525
Grounds Operations	97,050	5,458	40,595	43,593
Horsemen's Center	68,861	3,354	69,727	58,745
James Woody Park	235,773	4,991	115,233	136,847
Líon's Park	34,932	1,979	19,897	27,511
Mendel	49,585	2,249	20,391	19,121
Schmidt	89,350	4,246	44,669	32,129
Sycamore Rocks	31,666	1,244	12,476	19,093
3 Diamond Skate	6,052	398	2,614	2,104
Thunderbird	68,372	5,243	40,408	52,960
Virginia	21,884	897	10,243	43,703
Yucca Loma	53,223	4,407	23,530	21,610
	1,309,613	47,320	697,662	1,002,465

	Current Year Budget	Current Month	Year-to-date	Last Year-to- date
Facilities:				
Facilities Operations	26,327	1,460	9,614	10,166
Brewster Facilities	3,902	127	1,002	2,017
Amphitheater Facilties	4,852	127	1,089	3,206
Corwin Facilities	3,502	127	1,002	1,429
Thunderbird Facilities	2,215	127	726	572
Horsemen's Facilties	4,905	242	1,723	1,564
James Woody Auditorium	87,441	3,188	20,098	44,241
James Woody Gym	62,540	3,770	23,869	34,080
James Woody Pal Center	3,414	153	793	1,626
James Woody Restroom	7,933	387	2,625	4,563
	207,031	9,707	62,542	103,464