

Town Council Agenda Report

Date: March 26, 2019 Item No. 3

To: Honorable Mayor and Town Council

Subject: TREASURER'S REPORT – JANUARY 2019

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 January 2019 Treasurer's Report.

SUMMARY:

The January 2019 Treasurer's Report is attached for Town Council review. The attached investment portfolio for the fiscal year-to-date period ended January 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 January 31, 2019. 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 January 31, 2019, are in compliance with the Investment Policy adopted by Council on June 27, 2017 and the California Government Code except as may otherwise 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

Council Meeting Date: March 26, 2019

January 31, 2019, 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 January 2019.

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.

Council Meeting Date: March 26, 2019



Town of Apple Valley Treasurer's Report As of January 31, 2019

lown of Apple Valley				Α	s of Jan	uary 31, 20	019								
	-	Carrying		Market		Interest	Maturit			_			2.2		
Institution/Investment Type		Amount		Value		Rate Yield	Maturity Date	\vdash	Oct-18	Quar	terly Compariso	ons o	of Carrying Amo	unts	
Funds under control of Town:						1,0,0	Date	T	OCI-10	1	Jul- 18	1	Apr-18	-	Jan-18
Checking Account	\$	9,918,984.93	\$	9,918,984.93	(4)	N	0.5				700 W 200 1230				
Public Money Market Account	\$	208,449.66		208,449.66	(1)	None	On Demand	\$	6,289,800.25		6,548,403.17		7,719,886.56	\$	1,064,558.30
Apple Valley Golf Course Deposit Account	\$	54,773.65	\$	•	(4)	0.30%		\$	208,344.61	\$	208,239.62	1	208,134.68	\$	207,999.59
Petty Cash	\$	5,350.00	\$	54,773.65	(4)	None	On Demand		139,135.83	2	120,880.69	10000	125,772.75	\$	59,278.84
Public Desert Gold Account	\$	4,351,252.38	\$	5,350.00	(4)	N/A	On Demand	100	5,350.00	-	5,350.00	- 8	5,350.00	\$	5,350.00
AV Redevelopment Obligation Retirement Fd.	\$	2,857,534.49	\$	4,351,252.38	(4)	0.35%		\$	4,347,415.99		4,343,582.99	\$	4,339,753.37	\$	4,336,051.74
Jnion Bank Money Market	\$		- 83	2,857,534.49	(4)	0.30%	On Demand	\$	1,058,815.43	1 2	1,058,015.37	\$	4,632,235.23	\$	4,628,848.30
Wilmington Trust Bank	\$	1,388,422.97	\$	1,388,422.97	(1)	2.00%	_	\$	1,381,096.07	\$	1,374,711.20	\$	1,370,849.41	\$	1,364,714.96
M&T Bank		2,152,984.28	\$	2,152,984.28	(7)	None	On Demand	\$	2,879,311.00	\$	1,418,776.17	\$	1,545,459.32	\$	3,462,074.85
Enerbank USA Salt Lake City Utah CD29266NZ67	\$	45,021.43	\$	45,021.43	(8)	None	On Demand	\$	111,200.49	\$	86,741.74	\$	29,901.07	\$	85,332.83
Discover BK Greenwood Del CD 2546712N9	\$	-	\$	-	(5)	1.10%	3/29/2018	\$	-	\$	-	\$	-	\$	250,000.00
	\$	-	\$	-	(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	\$	249,382.50	(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	\$	199,632.00	(5)	2.10%	8/27/2019	\$	200,000.00	\$	200,000.00	\$	200,000.00	\$	200,000.00
Park Natl BK Newark Ohio CD 700654AT3	\$	250,000.00	\$	249,332.50	(5)	2.15%	9/12/2019	\$	250,000.00	\$	250,000.00	\$	250,000.00	\$	250,000.00
BMW BK North Amer Salt Lake City CD 05580AAZ7	\$	250,000.00	\$	249,360.00	(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	\$	249,340.00	(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	\$	249,102.50	(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	\$	240,580.00	(5)	1.75%	10/26/2021	\$	250,000.00	\$	250,000.00	\$	250,000.00	\$	250,000.00
Goldman Sachs BK USA NY CD 38148PKN6	\$	250,000.00	\$	245,172.50	(5)	2.40%	6/7/2022	\$	250,000.00	\$	250,000.00	\$	250,000,00	\$	250,000.00
Synchrony BK Retail CD 87164XRC2	\$	250,000.00	\$	245,157.50	(5)	2.40%	6/9/2022	\$	250,000.00	\$	250,000.00	\$	250,000.00	\$	250,000.00
Capital One Natl Assn McLean VA CD 14042RJK8	\$	250,000.00	\$	243,762.50	(5)	2.35%	10/12/2022	\$	250,000.00	\$	250,000.00		250,000.00	\$	250,000.00
Barclays BK Del Retail CD 06740KLP0	\$	250,000.00	\$	243,537.50	(5)	2.35%	11/8/2022	\$	250,000.00	\$	250,000.00	\$	250,000.00	\$	250,000.00
American Express Fed Svgs BK CD 02587CHC7	\$	250,000.00	\$	242,577.50	(5)	2.50%	12/5/2022	\$	250,000.00	\$	250,000.00	\$	250,000.00	\$	250,000.00
Morgan Stanley BK NA CD 61747MR37	\$	250,000.00	\$	247,715.00	(5)	2.90%	3/29/2023	\$	250,000.00	\$	250,000.00	\$	250,000.00	\$	200,000.00
irst Technology Fed Cr U CD 3315LDB3	\$	250,000.00	\$	254,417.50	(5)	3.60%	12/26/2023	\$	-	\$	-	\$		\$	
Cash/Fidelity Govt MMKT Capital Reserves CL	\$	-	\$	-	(6)	0.20%		\$	-	\$	_	\$	_	\$	-
lly BK Midvale Utah CD 02006LRD7	\$	- "	\$	-	(6)	1.35%	5/29/2018	\$	_	\$		\$	250,000.00	\$	250,000.00
compass BK Burmingham ALA 20451PLA2	\$	-	\$	-	(6)	1.30%	5/29/2018	\$	_	\$	_	\$	250,000.00	\$	
state BK India Chicago ILL 856283YM2	\$	250,000.00	\$	249,435.00	(6)	1.60%	5/28/2019	\$	250,000.00	\$	250,000.00	\$			250,000.00
arclays BK Del CD 06740KHF7	\$	250,000.00	\$	249,547.50	(6)	2.05%	7/16/2019	\$	250,000.00	\$	250,000.00	\$	250,000.00 250,000.00	\$	250,000.00
iscover BK Greenwood Del CD 2546712N9	\$	250,000.00	\$	249,547.50	(6)	2.05%	7/16/2019	\$	250,000.00	\$	250,000.00	\$		\$	250,000.00
oldman Sachs BK USA NY CD 38147JS78	\$	250,000.00	\$	249,477.50	(6)	2.05%	7/16/2019	\$	250,000.00	\$	250,000.00		250,000.00	\$	250,000.00
merican Express BK FSB Utah CD 02587CAF7	\$		\$	249,542.50	(6)	1.95%	7/17/2019	\$	250,000.00	\$	250,000.00	\$	250,000.00	\$	250,000.00
ynchrony BK Retail CD 87165FBX1	\$	250,000.00		249,550.00	(6)	2.05%		\$			100	- 67	110011100000000000000000000000000000000	\$	250,000.00
	1 *	,		_ 10,000.00	(0)	2.00/0	1110/2019	Φ	250,000.00	Ф	250,000.00	\$	250,000.00	\$	250,000.00

BMW BK North Amer Salt Lake City CD 05580ABS2	1 0	050 000 00	١٠				1	1		ř					
	\$	250,000.00	1 .		(6)	1.96%	5/22/2020	\$	250,000.00	\$	250,000.00	\$	250,000.00	\$	250,000.00
American Express Centrn 02587DYH5	\$	250,000.00	\$	247,680.00	(6)	2.06%	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	\$	247,995.00	(6)	2.01%	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	\$	248,530.00	(6)	2.31%	7/29/2020	\$	250,000.00	\$	250,000.00	1		-200	250,000.00
Capital One Natl Assn VA 14042E4Z0	\$	250,000.00	\$	248,530.00	(6)	2.31%	7/29/2020	\$		\$				- 22	
American Experess Centrn 02587DB64	\$	250,000.00	\$		(6)	2.31%	9/23/2020	\$	250,000.00	\$	250,000.00	0.00			250,000.00
Barclays BK Del CD 06740KJQ1	\$	250,000.00	1		(6)	2.21%	9/23/2020	4		1		1			250,000.00
Capital One BK USA Natl Assn 140420VX5	0	250,000.00		,	1 1			\$	250,000.00	1995	250,000.00			\$	250,000.00
Goldman Sachs BK USA NY CD 38148JP88	s		1		(6)	2.31%	9/23/2020	\$	250,000.00	\$	250,000.00	\$	250,000.00	\$	250,000.00
	-	250,000.00	1	,000.00	(6)	2.27%	9/23/2020	\$	250,000.00	\$	250,000.00	\$	250,000.00	\$	250,000.00
Sallie Mae BK Salt Lake City CD 795450Q99	\$	250,000.00	\$	250,972.50	(6)	3.23%	5/30/2023	\$	250,000.00	\$	250,000.00	\$	-	\$	-
UBS BK USA Salt Lake City UT CD 90348JCR9	\$	250,000.00	\$	249,975.00	(6)	3.15%	5/30/2023	\$	250,000.00	\$	250,000.00	\$		\$	
State of Calif., Local Agency Investment Fund	\$	18,403,463.51	\$	18,386,000.96	(2)	2.29%	On Demand	\$	18,291,882.57	\$	19,187,623.61	\$	15,605,174.78	\$	15,550,294.12
Percent of total portfolio: 37%															
Total funds under control of Town	\$ 4	17,086,237.30	\$	47,008,046.75				\$	42,412,352.24	\$	42,052,324.56	\$	43,282,517.17	\$	38,464,503.53
Funds controlled by Fiscal Agent:										Ė	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	<u> </u>	10,000,011117	_	00,404,003.33
US Bank	\$	2,554,350.54	\$	2,554,350.54	(3)	0.00%	0- 0	_			_				
Total Fiscal Agent funds	+-		-		(3)	0.00%	On Demand	\$	2,547,706.68	\$	2,543,729.99	\$	2,535,711.56	\$	2,530,466.15
Grand Total	+	2,554,350.54	\$	2,554,350.54				\$	2,547,706.68	\$	2,543,729.99	\$	2,535,711.56	\$	2,530,466.15
Grand Total	\$ 4	19,640,587.84	\$	49,562,397.29				\$	44,960,058.92	\$	44,596,054.55	\$	45,818,228.73	\$	40,994,969.68

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: Maggie DeMauro

Sydnie Varris, Director of Finance/Treasurer

LINE OF CREDIT ACTIVITY STATEMENT

FOR MONTH END JAN 2019		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		- 30
Number of payments per year	12		
Start date of loan	10/23/2018		
Disbursements from utilized amount	\$197,274.19	LENDER NAME JP Morgan C	hase Bank. N.A.

Revenue and Expenditure by Fund

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Periods: 0 through 7

Town of Apple Valley

Fiscal Year: 2019 Through Period: 7

	•	2019 Budget	0 - 7 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
EXPENDITURES TOTAL REVENUES		0.00	3,000,000.00	3,000,000.00
FUND: 1001 GENERAL FUND				
1001-1050-7610-0000 LOC - Attorney's Fees		0.00	173,876,27	173,876,27
1001-1050-9860-0000 Interest		0.00	33,885.42	33,885.42
TOTAL EXPENDITURES	10001	0.00	207,761.69	207,761.69
EXCESS OF REVENUES OVER EXPENDITURES		0.00	2,792,238.31	2,792,238.31

Town of Apple Valley Apple Valley Golf Course Fund

Schedule of Revenues, Expenditures and Changes in Fund Balance For the Month Ended January 31, 2019

	Budget	Current Month	Fiscal Year-to- date	Prior Fiscal Year- to-date
Revenue				
Green Fees	\$ 575,000	\$ 47,084	\$ 355,502	\$ 326,373
SGM Food & Beverage 2%	7,500	1.407	2,782	1,636
Interest	-	-,	10,585	(12,230)
Rentals	33,000	-	8,888	17,873
Other		(50)	(961)	119
Total Revenue	615,500	48,441	376,796	333,771
Operating Expenditures				
Non-departmental	225,700	12,465	69,187	89,201
Golf Club Administration	127,679	14,787	80,185	61,636
Food & Beverage Operations	24,121	-	-	/
Cart Barn	94,000	8,947	65,587	66,423
Golf Course Grounds ¹	452,025	22,090	269,143	241,241
Golf Course Facilities	97,541	4,803	36,734	37,387
Pro Shop	43,500	569	22,704	35,013
Tennis Court	100	-	32	629
Total Operating Expenditures	1,064,666	63,661	543,572	531,531
Income (Loss) from Operations	(449,166)	(15,220)	(166,776)	(197,760)
Other Revenue (Expenditure) Items				
Interest Expense	-			
Transfer(s) (to) From Other Funds	450,000	-	-	
Net change in Fund Balance	834	(15,220)	(166,776)	(197,760)
Fund Balance - beginning	(2,139,361)		(2,139,361)	(2,168,886)
Fund Balance - ending	\$ (2,138,527)		\$ (2,306,136)	\$ (2,366,646)

¹ See attached line item details

Town of Apple Valley Apple Valley Golf Course Fund

Details of Golf Course Grounds For the Month Ended January 31, 2019

			Fiscal Year-to-	Prior Fiscal Year-to-
	Budget	Current Month	date	date
0.150				
Golf Course Grounds				
Water	20,000	700	3,400	4,941
Other Utilities	65,000	3,296	38,459	39,258
Range Supplies	3,500	361	1,306	1,904
Building Maintenance	1,500	-	1,653	199
Grounds Maintenance	75,000	298	57,528	57,051
Contract Services (a)	200,000	14,739	103,279	107,898
Leased Equipment	34,900	-	34,922	\$ 100 pers
Capital Projects	-	-9	-	-
Other	52,125	2,696	28,597	29,990
Total Operating Expenditures	452,025	22,090	269,143	241,241

⁽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 January, 31 2019

	Budget	Current Month	Fiscal Year-to- date	Prior Fiscal Year- to-date
Revenue - General				
Property Taxes	\$ 1,640,000	\$ 62,275	\$ 1,023,915	\$ 1,013,860
Cell Tower Rents	87,726	6,832	57,327	39,073
Grants	-	140,210	140,210	-
Other - General	1,000	(612)	(1,860)	(28,027)
Total Revenue - General	1,728,726	208,704	1,219,592	1,024,906
Expenditures - General				
Interest Expense	_			
Total Expenditures - General				
General Revenue Over (Under) Expenditures	1,728,726	208,704	1,219,592	1,024,906
Recreation:				
Revenues 1	977,790	122,036	599,857	500,638
Expenditures ¹	1,500,337	96,107	692,634	868,287
Recreation Rev. Over (Under) Expenditures	(522,547)	25,930	(92,777)	(367,648)
Parks:				
Parks Grounds Expenditures	1,309,613	80,768	778,430	1,128,238
Facilities Maintenance Expenditures	207,031	18,706	81,249	120,639
Total Parks Expenditures	(1,516,644)	(99,474)	(859,679)	(1,248,877)
Other Revenue (Expenditure) Items				
Transfer(s) (to) From Other Funds	303,965			
Net change in Fund Balance	\$ (6,500)	\$ 135,160	\$ 267,137	\$ (591,620)
Fund Balance - beginning	(6,495,095)		(6,495,095)	(6,599,565)
Fund Balance - ending	\$ (6,501,595)		\$ (6,227,958)	\$ (7,191,185)

¹See attached list by program

Programs:	Budget	Current Month	Fiscal Year-to- date	Prior Fiscal Year-to-date
Adult Sports - Revenue	30,100	989	11,429	17,339
Adult Sports - Expenditures	44,162	2,067	22,149	25,471
Total - Adult Sports	(14,062)	(1,078)	(10,721)	(8,132)
Aquatic Complex - Revenue	230,910	28,111	117,199	97,779
Aquatic Complex - Expenditures	430,582	33,340	203,777	231,808
Total - Aquatic Complex	(199,672)	(5,229)	(86,578)	(134,029)
ASAP - Revenue	303,000	37,072	217,526	155,759
ASAP - Expenditures	297,617	15,646	135,764	150,783
Total - ASAP	5,383	21,425	81,762	4,975
Day Camp - Revenue	44,000	303	12,591	13,152
Day Camp - Expenditures	67,045	4,585	30,886	36,848
Total - Day Camp	(23,045)	(4,282)	(18,295)	(23,696)
Instructor Classes - Revenue	133,525	11,680	59,158	63,207
Instructor Classes - Expenditures	151,418	7,286	67,315	62,660
Total - Instructor Classes	(17,893)	4,393	(8,156)	547
PIO Events - Revenue	14,000	2,706	10,497	11,319
PIO Events - Expenditures	99,457	1,133	41,318	115,267
Total - PIO Events	(85,457)	1,573	(30,821)	(103,948)
Recreation - Revenue	14,525	117	5,247	7,346
Recreation - Expenditures	179,332	8,743	88,353	133,902
Total - Recreation	(164,807)	(8,626)	(83,106)	(126,555)
Rentals - Revenue	131,000	35,310	115,189	99,397
Rentals - Expenditures	78,905	5,376	36,655	49,367
Total - Rentals	52,095	29,934	78,534	50,030
Skate Park - Revenue				
Skate Park - Expenditures	4,000	= =	-	-
Total Clata Dayle	(4.000)			
Total - Skate Park	(4,000)	-		-

Programs:	Budget	Current Month	Fiscal Year-to- date	Prior Fiscal Year-to-date
User Groups - Revenue	30,350	4,201	23,645	10,587
User Groups - Expenditures	37,198	4,400	19,453	13,995
Total - User Groups	(6,848)	(199)	4,192	(3,408)
Youth Sports - Revenue	46,380	1,548	27,376	24,753
Youth Sports - Expenditures	110,621	13,531	46,964	48,186
Total - Youth Sports	(64,241)	(11,984)	(19,588)	(23,433)
Total Revenue	977,790	122,036	599,857	500,638
Total Expenditures	1,500,337	96,107	692,634	868,287
Net - ALL	(522,547)	25,930	(92,777)	(367,648)

	Current Year Budget	Current Month	Year-to-date	Last Year-to- date
Parks:				
Tire Grant	-	-	_	130,600
Brewster	260,790	15,797	182,407	231,044
Civic Center Park	235,379	18,272	118,884	181,693
Corwin Park	56,696	4,292	34,950	48,437
Grounds Operations	97,050	5,811	46,406	48,726
Horsemen's Center	68,861	3,594	73,322	64,075
James Woody Park	235,773	18,043	133,276	178,199
Lion's Park	34,932	1,305	21,202	29,423
Mendel	49,585	2,834	23,225	22,352
Schmidt	89,350	2,403	47,072	35,354
Sycamore Rocks	31,666	2,606	15,082	26,149
3 Diamond Skate	6,052	47	2,661	4,725
Thunderbird	68,372	1,384	41,792	55,307
Virginia	21,884	1,162	11,405	46,406
Yucca Loma	53,223	3,216	26,746	25,748
	1,309,613	80,768	778,430	1,128,238

	Current Year Budget	Current Month	Year-to-date	Last Year-to- date
Facilities:				
Facilities Operations	26,327	1,857	11,471	11,912
Brewster Facilities	3,902	145	1,147	2,534
Amphitheater Facilties	4,852	1,915	3,005	3,534
Corwin Facilities	3,502	95	1,097	1,615
Thunderbird Facilities	2,215	95	821	963
Horsemen's Facilties	4,905	206	1,930	1,869
James Woody Auditorium	87,441	9,922	30,020	51,745
James Woody Gym	62,540	3,930	27,799	39,333
James Woody Pal Center	3,414	119	912	1,892
James Woody Restroom	7,933	422	3,046	5,242
	207,031	18,706	81,249	120,639