

**CLERK OF COURTS
HIGHLANDS COUNTY, FLORIDA
Monthly Investment Report for FY 16-17
November 30, 2016**

I. INTRODUCTION

The formal written investment policy sets forth the investment objectives and parameters for investment decisions made by the Highlands County Clerk of Courts. The investment policy applies to all cash and investments, under the direct control of the Clerk of Courts, in excess of those required to meet current expenses. This policy does not apply to any funds held on behalf of the Highlands County Board of County Commission or any of the other Constitutional Officers.

In accordance with the investment policy, this investment report is being submitted to the Clerk of Courts and the Investment Advisory Group.

II. SIGNIFICANT CHANGES TO CLERK'S PORTFOLIO

There were no significant changes to the Clerk's portfolio during the month of November.

A summary spreadsheet, pie chart, and bar graph of the Clerk's portfolio and the Clerk's compliance with the investment policy are provided in Exhibits D, E, and F, respectively.

III. PORTFOLIO SUMMARY

The primary objectives of the Clerk's investment activities are Safety, Liquidity, and Yield. The following is a summary of the Clerk's portfolio as of November 30, 2016.

Safety

Safety of principal is the foremost objective of the Clerk's investment policy. The Clerk's investment policy sets diversification limits in order to minimize the risk of loss resulting from over concentration of assets in a specific maturity, issuer, instrument, dealer or bank. As of November 30, 2016 the Clerk had funds deposited with TD Bank (62.88%), Harbor Community Bank (12.35%) and Florida Prime (24.77%).

In order to quickly evaluate portfolio percentage limitations, please see the two graphs in Exhibit F. These graphs show the maximum allowed percentages as indicated in the policy, compared to the actual percentages taken from data shown in Exhibit D. As shown in Exhibit F, the Clerk is in compliance with the established diversification limits.

State Statutes require that public funds only be deposited in financial institutions that are certified as a qualified public depository (QPD) by the State of Florida. The QPD program is a voluntary, statewide collateralization program that provides protection of public funds, similar to FDIC insurance. All funds deposited with TD Bank, Harbor Community Bank and Wauchula State Bank are fully collateralized under the QPD program.

Liquidity

The weighted average maturity (WAM) of the portfolio is 21 days.

Yield

The portfolio's weighted average yield is .57%, which is .17% higher than our benchmark (S&P Rated GIP Index) of .40%. The portfolio's weighted average yield is .02% lower than last month. The benchmark is .04% lower than last month.

HIGHLANDS COUNTY BOARD OF COUNTY COMMISSIONERS
HIGHLANDS COUNTY, FLORIDA
INVESTMENTS
AS OF NOVEMBER 30, 2016
Exhibit A

| BANK NAME | General Ledger Book Balance | Average Monthly Statement Balance | Ending Statement Balance/CDs at Par | Int Rate APY | Investment | | Fees | Month | Credit Rating | CD Matures | Average Maturity (In Days) | % of Portfolio | % of Portfolio by Issuer | % of Portfolio by Type |
|--|--------------------------------|--------------------------------------|--|--------------|------------------------|-----------------------------|----------------|-------|------------------|---------------|----------------------------------|-------------------|-----------------------------|---------------------------|
| | | | | | Investment Earnings | Earnings Since 10/1/2016 | | | | | | | | |
| TD BANK--CLEARING | \$ 29,424,105.58 | \$ 23,226,765.03 | \$ 30,111,711.28 | 0.37% | \$7,044.08 | \$12,080.79 | \$1,727.16 | NOV | c. 4 stars | NA | 0 | 37.85% | 37.85% | 37.85% |
| HEARTLAND NATIONAL BANK--12 month CD | \$ - | NA | \$ - | 0.00% | \$0.00 | \$0.00 | NA | NA | NA | 2/28/2016 | 0 | 0.00% | 0.00% | |
| HARBOR COMMUNITY BANK--12 month CD | \$ 2,008,036.71 | NA | \$ 2,008,036.71 | 0.55% | Maturity | \$0.00 | NA | NA | NA | 6/15/2017 | 197 | 2.52% | | |
| HARBOR COMMUNITY BANK--12 month CD | \$ - | NA | \$ - | 0.00% | \$0.00 | \$1,400.31 | NA | NA | NA | 10/5/2016 | 0 | 0.00% | 2.52% | |
| WAUCHULA STATE BANK--12 month CD | \$ - | NA | \$ - | 0.00% | \$0.00 | \$0.00 | NA | NA | NR | 4/5/2016 | 0 | 0.00% | | |
| WAUCHULA STATE BANK--12 month CD | \$ - | NA | \$ - | 0.00% | \$0.00 | \$0.00 | NA | NA | NR | 4/9/2016 | 0 | 0.00% | | |
| WAUCHULA STATE BANK--12 month CD | \$ - | NA | \$ - | 0.00% | \$0.00 | \$10,942.46 | NA | NA | NR | 10/22/2016 | 0 | 0.00% | | |
| WAUCHULA STATE BANK--12 month CD | \$ - | NA | \$ - | 0.00% | \$0.00 | \$27,355.60 | NA | NA | NR | 10/25/2016 | 0 | 0.00% | 0.00% | |
| SEACOAST NATIONAL BANK--24 month CD | \$ - | NA | \$ - | 0.00% | \$8,241.55 | \$8,241.55 | NA | NA | NR | 11/24/2016 | 0 | 0.00% | 0.00% | |
| TD Bank - 12 month CD | \$ 5,000,000.00 | NA | \$ 5,000,000.00 | 0.83% | Maturity | \$0.00 | NA | NA | NR | 1/5/2017 | 36 | 6.28% | | |
| TD Bank - 12 month CD | \$ 2,000,000.00 | NA | \$ 2,000,000.00 | 0.82% | Maturity | \$0.00 | NA | NA | NR | 1/5/2017 | 36 | 2.51% | | |
| TD BANK -- 18 month CD | \$ - | NA | \$ - | 0.00% | \$0.00 | \$0.00 | NA | NA | NR | 5/12/2016 | 0 | 0.00% | | |
| TD Bank - 24 month CD | \$ 5,000,000.00 | NA | \$ 5,000,000.00 | 0.97% | Maturity | \$0.00 | NA | NA | NR | 3/24/2018 | 479 | 6.28% | 15.07% | 17.59% |
| FLORIDA PRIME-171131 | \$ 20,000,487.68 | NA | \$ 20,000,487.68 | 0.85% | \$12,872.58 | \$24,011.96 | 3.86 basis pts | NOV | d. AAAM | NA | 1 | 25.13% | 25.13% | 25.13% |
| FLGIT: FLORIDA LOCAL GOVERNMENT INVESTMENT TRUST | \$ 4,993,198.64 | NA | \$ 4,993,198.64 | 1.00% | (\$5,600.33) | (\$6,801.90) | none shown | NOV | d. AAAM | NA | 3 | 6.27% | | |
| FLGIT: Day to Day Fund | \$ 10,469,532.24 | NA | \$ 10,469,532.24 | 0.48% | \$4,748.98 | \$7,909.74 | none shown | NOV | d. AAAM | NA | 31 | 13.16% | 19.43% | 19.43% |
| | \$ 78,895,360.85 | | \$ 79,582,966.55 | 0.63% | \$27,306.86 | \$85,140.51 | | | | b. WAM | 43 | 100.00% | 100.00% | 100.00% |
| | | | a. Benchmark | 0.40% | | | | | | | | | | |
| | | | Portfolio is | 0.23% | above benchmark | | | | | | | | | |

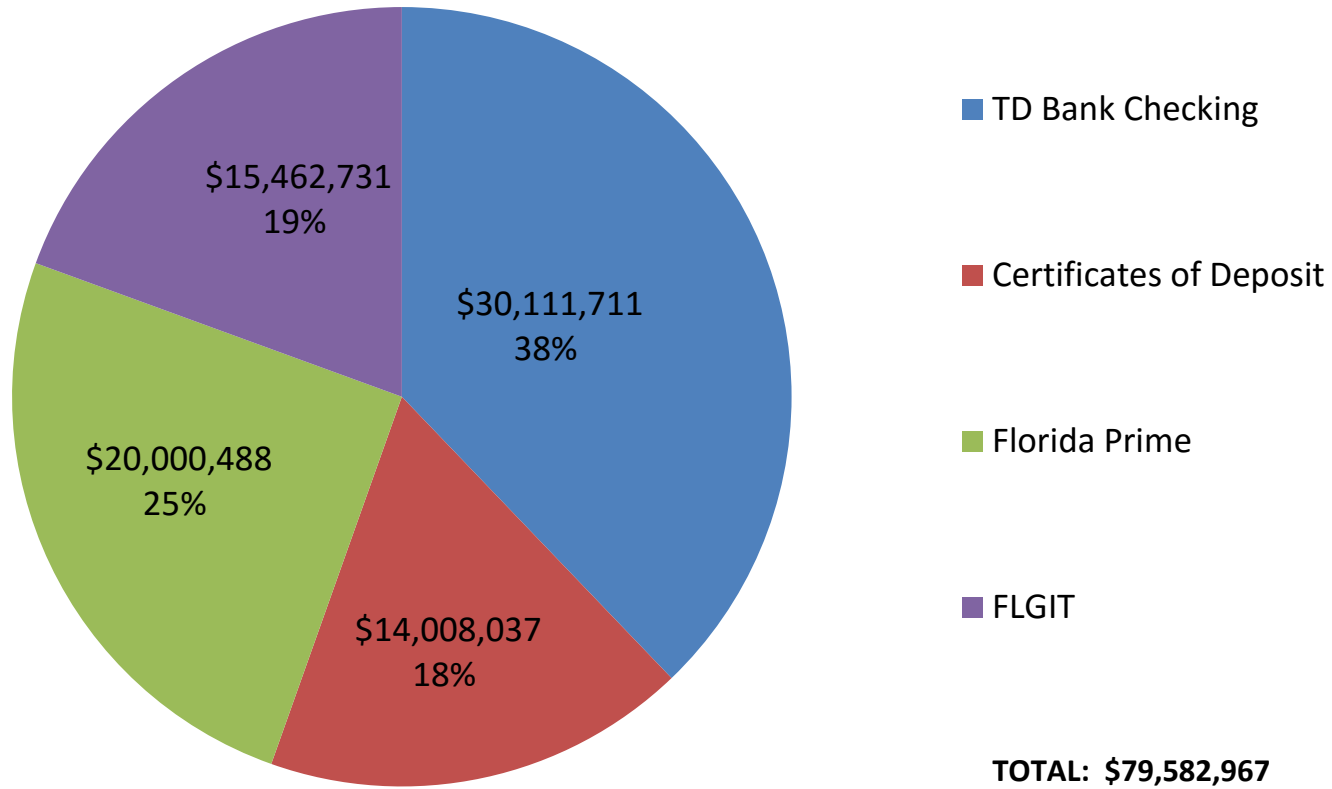
a. S&P Rated GIP Index / Government Benchmark (as of November 25, 2016)

b. WAM (Weighted Average Maturity)

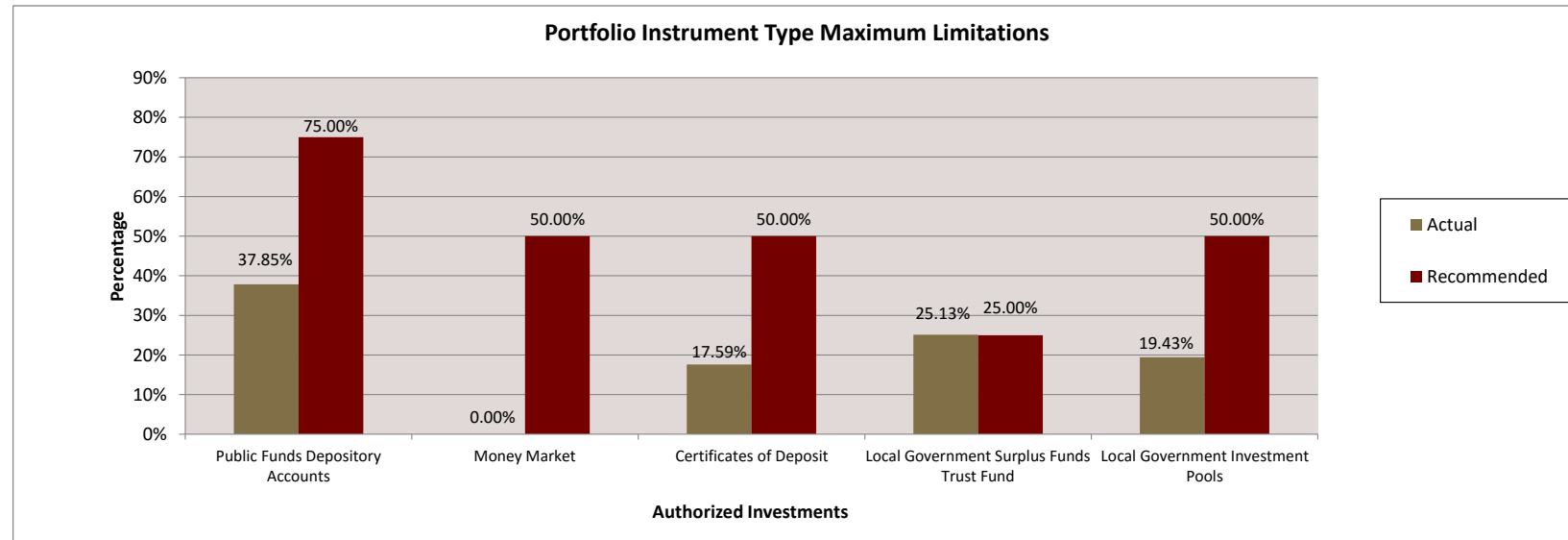
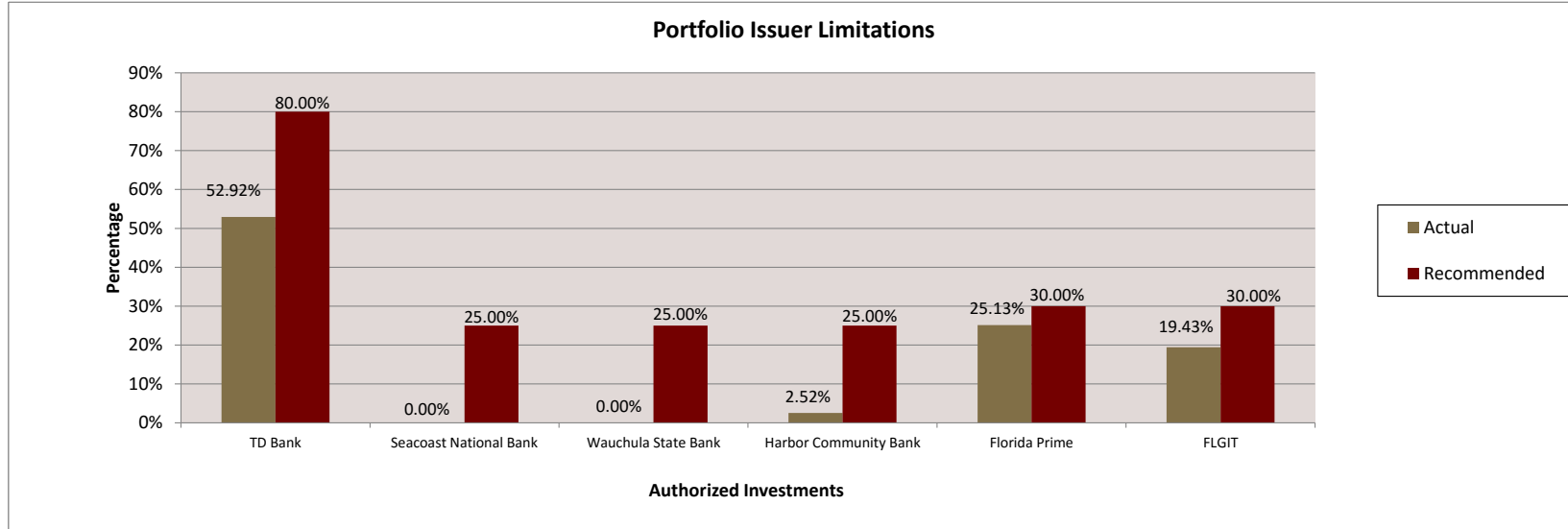
c. At bauerfinancial.com banks are rated by stars. As of 09/30/16, TD Bank was rated 4 stars. The rating system is: 5 star-Superior; 4 star-Excellent; 3 1/2 star-Good; 3 star-Adequate; 2 star-Problematic; 1 star-Troubled.

d. The Standard & Poor's rating scale is as follows, from excellent to poor: AAA, AA+, AA, AA-, A+, A, A-, BBB+, BBB, BBB-, BB+, BB, BB-, B+, B, B-, CCC+, CCC, CCC-, CC, C, D. Any rating lower than a BBB- is considered a speculative or junk bond.

**BOCC Investment Portfolio
As of November 30, 2016
Exhibit B**



HIGHLANDS COUNTY BOARD OF COUNTY COMMISSIONERS
HIGHLANDS COUNTY, FLORIDA
Compliance with Prospective Investment Policy
As of November 30, 2016
Exhibit C



**CLERK OF COURTS
HIGHLANDS COUNTY, FLORIDA
INVESTMENTS
AS OF NOVEMBER 30, 2016
Exhibit D**

| BANK NAME | Average Monthly | | | Int Rate APY | Investment Earnings | Investment Earnings Since 10/1/2016 | Fees | Month | Credit Rating | CD Matures | Average Maturity (In Days) | % of Portfolio | % of Portfolio by Issuer | % of Portfolio by Type |
|--------------------------------------|-----------------------------|-------------------|-------------------------------------|--------------|---------------------|-------------------------------------|----------------|-------|---------------|------------|----------------------------|----------------|--------------------------|------------------------|
| | General Ledger Book Balance | Statement Balance | Ending Statement Balance/CDs at Par | | | | | | | | | | | |
| TD BANK--CLEARING | \$ 1,527,601.07 | \$ 1,674,875.72 | \$ 1,762,351.87 | 0.37% | \$507.93 | \$978.49 | \$553.23 | NOV | c. 4 stars | NA | 0 | 61.95% | | |
| TD BANK--SUPPORT | \$ 25,526.72 | \$ 26,294.45 | \$ 26,441.08 | 0.37% | \$7.97 | \$16.18 | \$161.04 | NOV | c. 4 stars | NA | 0 | 0.93% | 62.88% | 62.88% |
| HARBOR COMMUNITY BANK - 12 month CD | \$ 150,602.74 | NA | \$ 150,602.74 | 1.00% | \$0.00 | \$0.00 | NA | NA | NR | 5/20/2017 | 171 | 5.29% | | |
| HARBOR COMMUNITY BANK - 12 month CD | \$ 50,200.91 | NA | \$ 50,200.91 | 1.00% | \$0.00 | \$0.00 | NA | NA | NR | 5/20/2017 | 171 | 1.76% | | |
| HARBOR COMMUNITY BANK - 12 month CD | \$ 75,301.37 | NA | \$ 75,301.37 | 1.00% | \$0.00 | \$0.00 | NA | NA | NR | 5/20/2017 | 171 | 2.65% | | |
| HARBOR COMMUNITY BANK - 12 month CD | \$ 75,301.37 | NA | \$ 75,301.37 | 1.00% | \$0.00 | \$0.00 | NA | NA | NR | 5/20/2017 | 171 | 2.65% | 12.35% | |
| WAUCHULA STATE BANK -- 12 month CD | \$ - | NA | \$ - | 0.00% | \$0.00 | \$140.04 | NA | NA | NR | 10/22/2016 | 0 | 0.00% | | |
| WAUCHULA STATE BANK -- 12 month CD | \$ - | NA | \$ - | 0.00% | \$0.00 | \$224.07 | NA | NA | NR | 10/22/2016 | 0 | 0.00% | | |
| WAUCHULA STATE BANK -- 12 month CD | \$ - | NA | \$ - | 0.00% | \$0.00 | \$210.06 | NA | NA | NR | 10/22/2016 | 0 | 0.00% | | |
| WAUCHULA STATE BANK -- 12 month CD | \$ - | NA | \$ - | 0.00% | \$0.00 | \$210.06 | NA | NA | NR | 10/22/2016 | 0 | 0.00% | 0.00% | 12.35% |
| FLORIDA PRIME - COURT FUNDS 171141 | \$ 141,664.29 | NA | \$ 141,664.29 | 0.85% | \$99.39 | \$202.51 | 3.86 basis pts | NOV | d. AAAM | NA | 1 | 4.98% | | |
| FLORIDA PRIME - SUSPENSE FUND 171144 | \$ 563,124.74 | NA | \$ 563,124.74 | 0.85% | \$395.03 | \$804.89 | 3.86 basis pts | NOV | d. AAAM | NA | 1 | 19.79% | 24.77% | 24.77% |
| | \$ 2,609,323.21 | | \$ 2,844,988.37 | 0.57% | \$1,010.32 | \$2,786.30 | | | | | | 100.00% | 100.00% | 100.00% |
| | | | a. Benchmark | 0.40% | | | | | | | | | | |
| | | | Portfolio is | 0.17% | | | | | | | | | | above benchmark |
| | | | b. WAM | 21 | | | | | | | | | | |

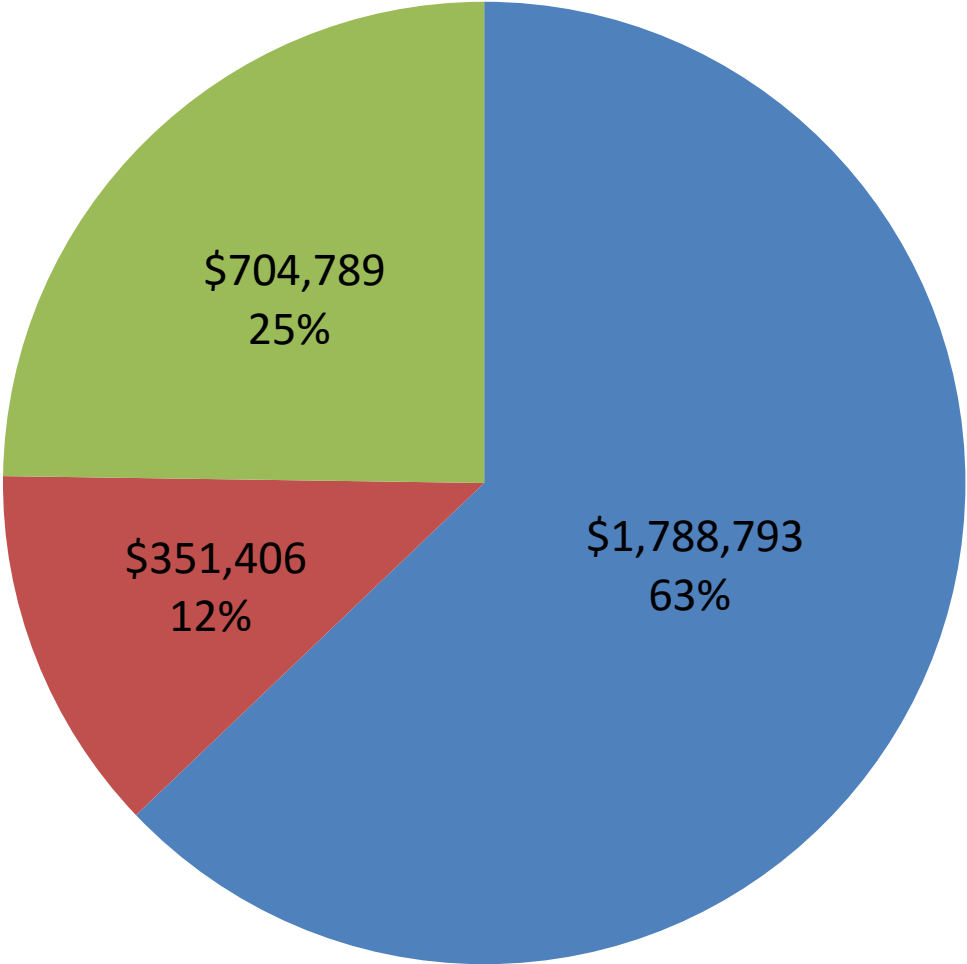
a. S&P Rated GIP Index / Government Benchmark (as of November 25, 2016)

b. WAM (Weighted Average Maturity)

c. At bauerfinancial.com banks are rated by stars. As of 09/30/16, TD Bank was rated 4 stars. The rating system is: 5 star-Superior; 4 star-Excellent; 3 1/2 star-Good; 3 star-Adequate; 2 star-Problematic; 1 star-Troubled.

d. The Standard & Poor's rating scale is as follows, from excellent to poor: AAA, AA+, AA, AA-, A+, A, A-, BBB+, BBB, BBB-, BB+, BB, BB-, B+, B, B-, CCC+, CCC, CCC-, CC, C, D. Any rating lower than a BBB- is considered a speculative or junk bond.

**Clerk Investment Portfolio
As of November 30, 2016
Exhibit E**



■ TD Bank Checking

■ Certificates of Deposit

■ Florida Prime

TOTAL: \$2,844,988

CLERK OF COURTS
 HIGHLANDS COUNTY, FLORIDA
 Compliance with Investment Policy
 As of November 30, 2016
 Exhibit F

