



## Council Agenda Report

From: Catherine Piatti, Finance Manager  
Ryan Cornell, Administrative Services Director/City Treasurer

Subject: Receipt of Treasurer's Report – March 2024

CEQA Determination: The city finds that this action is not a project under the California Environmental Quality Act pursuant to State Guidelines Section State CEQA Guidelines, §§ 15060, subd. (c)(2)-(3), 15378.

Date: May 7, 2024

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### Facts

1. The City has a fiduciary responsibility to maximize the productive use of its assets entrusted to its care and to manage those public funds wisely and prudently. To achieve this responsibility, the City has an adopted [Investment Policy](#) to guide the investment of idle City funds.
2. California Government Code Sections 41004 and 53607 require the City to report certain investment and financial activity each month. As a result, this report presents the fund balances, receipts, and disbursements for the City's operating cash, investment portfolio, and restricted investments for the month of March 2024. Total investment portfolio assets are shown in the attachment and reflect all investments under the care and control of the city.
3. The investment portfolio contains three components: liquidity funds, short-term and long-term portfolios. The liquidity funds are monies that are generally available to the City with little-to-no notice and include funds held in the Local Agency Investment Fund (LAIF), money markets, and California Asset Management Program (CAMP). The short-term portfolio is made up of fixed income securities that mature in less than one year and the long-term portfolio is made up of fixed income securities whose maturities are greater than one year, but less than five years.
4. PFM Asset Management LLC provides advisory services to the City for the short-term and long-term portfolios; liquidity funds are managed by the Administrative Services Director/City Treasurer.
5. The investment portfolio complies with all State laws and Council policy and provides sufficient liquidity to meet the City's needs over the next six months.

### Options

1. Take no action.
2. Receive and file the Treasurer's Reports for the month of March 2024.
3. Provide alternative direction to staff.

### Analysis and Conclusions

Government Code Section 53607 requires the city to report on investment activity monthly. Additionally, Government Code Section 41004 requires that the City Treasurer submit to the City Clerk and the legislative body a written report and accounting of all receipts, disbursements, and fund balances. As a result, this report presents the fund balances, receipts, and disbursements for the City's operating cash,

investment portfolio, and restricted investments for the month of March 2024. Total investment portfolio assets are shown in the attachment and reflect all investments under the care and control of the city.

The City’s total investment funds on hand as of March 31, 2024, are shown below. The City Treasurer has certified that all City investments provide sufficient liquidity to meet the City’s cash flow requirements for the next six months and follow all State and Council laws and policies.

<b>Investments</b>	<b>As of 3/31/24</b>				
	<u>Beginning Fund Balance</u>	<u>Receipts</u>	<u>Disbursements</u>	<u>Ending Fund Balance</u>	<u>Market Value</u>
Operating Cash	\$1,154,741	\$10,855,004	\$10,598,297	\$1,411,448	\$1,411,448
Liquidity	35,765,189	4,654,205	750,000	39,669,394	39,669,394
Short / Long Term	114,353,897	1,362,981	1,480,918	114,235,959	112,250,755
<b>Total Investments</b>	<u>151,273,827</u>	<u>16,872,189</u>	<u>12,829,215</u>	<u>155,316,801</u>	<u>153,331,596</u>

<b>Restricted Investments</b>	<b>As of 3/31/24</b>				
	<u>Beginning Fund Balance</u>	<u>Receipts</u>	<u>Disbursements</u>	<u>Ending Fund Balance</u>	<u>Market Value</u>
Section 115 Trust*	9,055,854	14,619	2,347	9,068,125	9,784,443
OPEB Trust	10,004,719	314,621	51,001.23	10,268,339	10,268,339
Bond Trust	1,785,674	5,992	333,792	1,457,874	1,457,874
<b>Total Restricted</b>	<u>\$20,846,246</u>	<u>\$335,232</u>	<u>\$387,140</u>	<u>\$20,794,338</u>	<u>\$21,510,655</u>

Note: Beginning in March 2024, the Section 115 Trust balances are based on the amounts provided by the custodial rather than the fiduciary. As a result, the beginning balance has been adjusted.

**Fiscal Impact**

None

**CEQA**

The city finds that this action is not a project under the California Environmental Quality Act pursuant to State Guidelines Section State CEQA Guidelines, §§ 15060, subd. (c)(2)-(3), 15378.

**Recommendation**

Receive and file the Monthly Treasurer’s Report for March 2024.

**Attachments**

1. March 2024 Treasurer’s Report