

**STAFF REPORT**  
**City of Lancaster**

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MVB

Date: May 27, 2014  
To: Mayor Parris and City Council Members  
From: Barbara Boswell, Finance Director  
Subject: **Monthly Report of Investments – April 2014**

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**Recommendation:**

Accept and approve the April 2014, Monthly Report of Investments as submitted.

**Fiscal Impact:**

None.

**Background:**

Each month, the Finance Department prepares a report listing the investments for all separate entities under the jurisdiction of the City as identified in the City's Comprehensive Annual Financial Report, the City of Lancaster and the Lancaster Housing Authority.

Portfolio Recap

April portfolio transactions: There is no activity for the period.

Yields:	<u>April 2014</u>	<u>March 2014</u>
Total Portfolio	0.488%	0.499%
Local Agency Investment Fund	0.233%	0.236%
 Total Portfolio Balance:	 \$72,513,671	 \$70,491,769

The portfolio balance is higher this month due to revenues received in April for Franchise Fees (\$1,621,961), Vehicle License Fees (\$643,375), Property Tax (\$5,533,731), and combined Sales and Use Tax (\$894,900). The largest payments this month include \$1,726,334 and \$1,742,759 to the Los Angeles County Sheriff's department for January and February services respectively, \$469,306 to Truesdell Corporation of California Inc. (Capital Project 13BR001 – City Wide Bridge rehabilitation), \$140,976 to Anthem Blue Cross for health care premiums and \$128,288 to the Kaiser Health Foundation for health care premiums.

The City's temporary idle cash, those funds that are not immediately needed to pay current bills and not governed by bond indentures or bond resolutions, is invested in accordance with the

City's adopted Investment Policy. This policy is reviewed annually by the City Council, with the latest policy adopted July 23, 2013, by Resolution No. 13-47.

The City's cash management system is designed to accurately monitor and forecast expenditures and revenues, thus enabling the City to invest funds to the fullest extent possible within the guidelines of this Investment Policy. The City attempts to achieve the highest yield obtainable through a diversified portfolio only after meeting the criteria established for safety and liquidity in that order. The principal investment objectives of the City are:

1. Preservation of capital and protection of investment principal.
2. Maintenance of sufficient liquidity to meet anticipated cash flows.
3. Attainment of a market rate of return.
4. Diversification to avoid incurring unreasonable market risks.
5. Compliance with the City's Municipal Code and with all applicable City resolutions, California statutes and Federal regulations.

The City's portfolio is a short-term and intermediate-term fixed income portfolio. The maximum maturity of any investment is 5 years, with consideration of anticipated cash flow requirements and known future liabilities. The City contracts with an investment advisory service (Cutwater Asset Management) to assist in the effort to maximize the return on the City portfolio. The City's investments include publicly traded Treasury notes, Treasury Bills, Federal Agency Investments, Time Deposits, and Local Agency Investment Fund (LAIF) under the auspices of the State Treasurer for investment. Funds invested in the LAIF are available within 24 hours, and other investments are available upon maturity at full face value. These investments enable the City and Agency to meet its expenditure requirements for the next six months, as required by state law.

The City's investments are governed by Sections 53600 et. seq. of the California Government Code. Additional requirements have been placed on the City's authorized investments by the Investment Policy (a copy is available in the Finance Department or from the City Clerk), and all investments listed on the attached report adhere to these requirements.

NR:tb

**Attachment:**

Monthly Report of Investments