



# STAFF REPORT

## SAUSALITO CITY COUNCIL

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### AGENDA TITLE:

Third Quarter Treasurer's Report for January to March 2008

### RECOMMENDED MOTION:

Accept the Treasurer's Report for The Third Quarter Ended March 31, 2008

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### BACKGROUND

Based on the City of Sausalito's Investment Policy, the Finance Director/Treasurer is required to submit quarterly and annual Treasurer's Report to the City Council. The Treasurer's Report provides an update on the cash and investment position of the City of Sausalito.

The City invests in liquid or near liquid investments where the principal is protected and earns the highest interest possible for such investments.

At March 31, 2008, the City has cash and investments totaling \$32,924,239 (cost basis) from all sources including general, restricted, capital improvement, agency funds of \$16,724,971; and bond proceeds from the 2006 General Obligation Bonds Series A & B of \$16,199,268.

### DISCUSSION

The City adopts an "Investment Policy" annually to provide guidance to staff on what are allowable investment vehicles. Taking the FY 2006 audit recommendation from the auditor Maze & Associates and the recent direction of the City Council, as of March 31, 2008, staff diversified \$6,000,000 (36%) of the City fund excluding the 2006 General Obligation Bond proceeds and invested in the United States Treasury Bills. Staff is in the process of building a ladder in US Treasury investment and may continue to move fund out of LAIF to achieve the safety goal (transfer up to 50% of LAIF to US Treasury) set by the Finance Committee on December 17, 2007. By taking a conservative approach to investing, the City achieves the investment goals of safety and liquidity. By not taking risk, there is a trade-off on yields or investment returns.

### FISCAL IMPACT

None

### STAFF RECOMMENDATIONS

Accept the Treasurer's report for Quarter Ended March 31, 2008.

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Item #: 487  
Meeting Date: 5-6-08  
Page #: 1

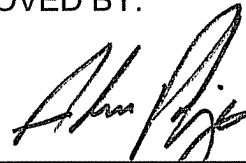
**ATTACHMENTS**

- Portfolio Summary
- Portfolio Details Cash
- Portfolio Details Investments
- Cash Balance by Fund

SUBMITTED BY:

  
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Louise Ho, Finance Director/Treasurer

APPROVED BY:

  
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Adam Politzer, City Manager

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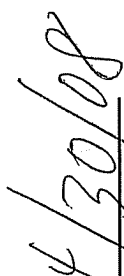
Item #: 4B7  
Meeting Date: 5-6-08  
Page #: 2

**City of Sausalito**  
**Quarterly Treasurer's Report**  
**Portfolio Summary**  
**March 31, 2008**

	Par Value	Market Value	Book Value	% of Portfolio
<b>Cash</b>	-	100,069	100,069	0.3%
<b>Investments</b>				
Local Agency Investment Fund	-	10,686,681	10,686,681	32.5%
100% US Treasury Securities Money Fund	-	818,902	818,902	2.5%
US Treasury Notes	13,000,000	13,265,070	13,166,563	40.0%
US Treasury Bills	8,250,000	8,205,290	8,152,024	24.8%
<b>Total Investments</b>	<b>21,250,000</b>	<b>32,975,943</b>	<b>32,824,170</b>	<b>99.7%</b>
<b>Total Cash and Investments</b>	<b>21,250,000</b>	<b>33,076,012</b>	<b>32,924,239</b>	<b>100%</b>

The above investments are consistent with the City's Investment Policy and are allowable under current legislation of the State of California. Investments are selected using safety, liquidity, and yield as the criteria. The City has sufficient cash flow to cover anticipated expenditures through the next six months.

  
 Louise Ho, Director of Finance/Treasurer

  
 Date 4/30/08

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**City of Sausalito**  
**Quarterly Treasurer's Report**  
**Portfolio Details- Cash**  
**March 31, 2008**

Name of Depository	Investment Type	Reconciled Bank Balance
Bank of Marin	Checking A/C - Operating	96,139
Union Bank	Checking A/C - Business License	3,930
<b>Total</b>		<b><u>100,069</u></b>

4  
487

**City of Sausalito  
Quarterly Treasurer's Report  
Portfolio Details- Investments  
March 31, 2008**

CUSIP	Name of Depository	Purchase Date	Par Value	Market Value	Book Value	Interest Rate	YTM	Days to Maturity	Maturity Date
<b>Local Agency Investment Fund</b>									
	State of California, Office of Treasurer	Various	-	10,686,681	10,686,681	4.180	4.180		
<b>100% US Treasury Securities Money Fund</b>									
S99990560	Bank of New York, 2006 GO Bonds Project Account A/C	various		755,204	755,204	0.860	1.300		
S99990560	Bank of New York, 2006 GO Bonds Debt Service A/C	various		63,698	63,698	0.860	1.300		
	<b>Sub-total</b>		-	<b>818,902</b>	<b>818,902</b>				
<b>US Treasury Notes</b>									
9128274V1	Bank of New York, 2006 GO BondsProject A/C	12/10/07	13,000,000	13,265,070	13,166,563	4.750	3.335	229	11/15/08
<b>US Treasury Bills</b>									
912795E80	Bank of New York, 2006 GO BondsProject A/C	12/11/07	1,800,000	1,778,491	1,771,790	3.100	3.202	73	06/12/08
912795E31	Bank of New York, 2006 GO BondsProject A/C	11/09/07	450,000	443,061	442,013	3.530	3.654	38	05/08/08
912795D81	Dept of Treasury, Legacy Treasury Direct	01/17/08	2,000,000	1,998,720	1,984,429	3.080	3.156	17	04/17/08
912795E64	Dept of Treasury, Legacy Treasury Direct	02/28/08	1,000,000	997,878	994,540	2.160	2.208	59	05/29/08
912795F55	Dept of Treasury, Legacy Treasury Direct	01/17/08	2,000,000	1,991,960	1,970,172	2.950	3.045	108	07/17/08
912795F89	Dept of Treasury, Legacy Treasury Direct	02/07/08	1,000,000	995,180	989,080	2.160	2.220	129	08/07/08
	<b>Sub-total</b>		<b>8,250,000</b>	<b>8,205,290</b>	<b>8,152,024</b>				
<b>Total</b>			<b>21,250,000</b>	<b>32,975,943</b>	<b>32,824,170</b>				

4/8  
5/8

**City of Sausalito**  
**Quarterly Treasurer's Report**  
**Cash Balance By Fund**  
**March 31, 2008**

Fund No.	Fund Title	Cash in Bank	LAIF	GO BONDS	US TREASURY	Balance
		1010-010	1010-030	1010-019	1010-060	
100	General Fund	(16,374,661.83)	10,686,681.40		5,938,221.10	250,241
103	Deposits Fund	66,753.61				66,754
110	Sewer Fund	2,419,798.86				2,419,799
113	Old City Hall	204,417.62				204,418
114	Tidelands and Waterfront	2,238,215.60				2,238,216
115	Library Capital Improvement Fund	213,889.71				213,890
120	Traffic Safety Fund	470,155.28				470,155
121	Gas Tax Fund	474,589.40				474,589
122	Construction Traffic Road Fee	823,753.77				823,754
123	Traffic Congestion Relief	59,175.84				59,176
124	County Measure A	67,270.73				67,271
125	Storm Drainage	109,481.44				109,481
126	Stair Fund	141,947.04				141,947
130	Disaster Assistance	779,344.76				779,345
133	Police Seized Assets	31,008.79				31,009
134	Police State Grants	50,438.22				50,438
135	Fire Grant Fund	12,823.98				12,824
136	Recreation Grant Fund	(4,410.00)				(4,410)
140	General Capital Project	1,053,586.09				1,053,586
141	Public Safety Bldgs.	585,366.71		16,135,569.40		16,720,936
210	MLK Fund	1,006,911.62				1,006,912
220	Parking	826,858.09				826,858
240	Vehicle Replacement	2,449,095.55				2,449,096
250	Worker's Compensation Fund	1,309,646.51				1,309,647
260	Employee Benefits Fund	708,247.10				708,247
270	General Liability	177,091.04				177,091
301	Energy Loan	1,586.60				1,587
302	Tideland Loan	(0.49)				(0)
303	GO Bonds, 2006 Series A & B	-		63,698.36		63,698
304	Vehicle Code Fine Overpayment	22,735.37				22,735
340	Bulkley UAD	9,206.92				9,207
342	Downtown SAD RDMP	85,250.43				85,250
345	Sunshine/Central RDMP	33,131.11				33,131
346	Sunshine/Central Reserve Fund	14,451.00				14,451
347	Third Street UAD	4,301.54				4,302
350	Downtown SAD Reserve Fund	28,610.80				28,611
<b>Totals</b>		<b>100,068.81</b>	<b>10,686,681</b>	<b>16,199,268</b>	<b>5,938,221</b>	<b>32,924,239</b>

487  
6