

**TOWN OF SAN ANSELMO
STAFF REPORT
July 13, 2012**

For the Meeting of July 24, 2012

TO: Town Council

FROM: Daria Carrillo, Finance & Administrative Services Director

SUBJECT: Quarterly Treasurer's Investment Report, July 2012

RECOMMENDATION

That Council approve the Treasurer's Investment Report for the quarter ending June 30, 2012.

BACKGROUND

The Treasurer's Investment Report is a quarterly itemization of the market value of Town investments. The purpose of this report is to present financial information for review and discussion.

ANALYSIS

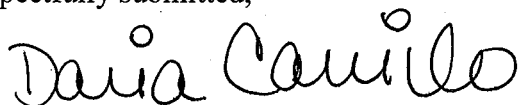
The attached report itemizes the Town's investments and states the market value of each investment as of June 30, 2012. The Wells Fargo bank account is the Town's primary checking account used for the deposit and expenditure of operating funds. The Bank of America checking account is a controlled account used for payroll processing only.

The Town maintains 2 Local Agency Investment Fund accounts (LAIF) for the purpose of maximizing interest income on funds not needed for immediate expenditure. One LAIF account is for investment of general operating funds. The other is for the remaining series 2003 Measure G bond proceeds, required by law to be maintained in a segregated account.

CONCLUSION

The Town's cash balances have increased approximately \$48,000 as compared to this time last year.

Respectfully submitted,



Daria Carrillo, Finance and Admin Services Director

Attachment #1: Quarterly Treasurer's Investment Report, June 2012

TOWN OF SAN ANSELMO

TREASURER'S INVESTMENT REPORT

for the quarter ending June 30, 2012

| INSTITUTION | TYPE OF INVESTMENT | MATURITY DATE | EFFECTIVE YIELD | MARKET VALUE | | NOTES | |
|---|-------------------------------|---------------|-----------------|----------------------|------------|-----------------|--|
| | | | | OF AMOUNT ON DEPOSIT | BOOK VALUE | UNREALIZED GAIN | |
| Wells Fargo Bank | Business Cash Management Acct | None | 0.25% | 525,545 | | | |
| Bank of America | Business Checking Account | None | 0% | 15,000 | | | |
| LAIIF (Local Agency Investment Fund) Operating Account | State Treasurer's Pool | None | 0.36% | 4,806,126 | | | |
| LAIIF (Local Agency Investment Fund) Measure G Proceeds | State Treasurer's Pool | None | 0.36% | 128,822 | | | |
| Total Investment Portfolio: | | | | <u>5,475,493</u> | | | |

I hereby verify that this report is in conformity with the Town of San Anselmo Investment Policy and there are sufficient funds to meet the Town of San Anselmo's expenditure requirements for the next six months.

Bess Niemcewicz 7-16-12
Bess Niemcewicz, Treasurer

Daria Carrillo
Daria Carrillo, Finance & Admin Serv Director

July 13, 2012
Date

**TOWN OF SAN ANSELMO
STAFF REPORT**

For the Meeting of July 24, 2012

TO: Town Council

FROM: Debra Stutsman, Town Manager

SUBJECT: Announce Term Expiration:
Boards, Commissions and Committees

RECOMMENDATION

That the impending expiration of terms be announced and publicized, and that applications for appointment be solicited and forwarded to Council.

BACKGROUND

The following terms will expire on the specified dates:

| Boards, Commissions & Committees | Members | Expiration Date |
|----------------------------------|--------------------|-----------------|
| Arts Commission | Arnie Cichetti | 10/12 |
| | Ervin Grinberg | 10/12 |
| Board of Review | Arnie Scher | 12/12 |
| Historical Commission | Joan Vermond | 9/12 |
| | Elizabeth Anderson | 9/12 |
| | Thomas Hendricks | 9/12 |
| | Richard Miner | 9/12 |
| | Wendy Sylvia | 9/12 |
| Mosquito Abatement District | William Holland | 12/12 |
| Open Space | Peter Horn | 10/12 |
| | Rene Voss | 10/12 |
| | Daniel S Krebs | 10/12 |

A status report of current openings is attached.

Respectfully submitted,

Debra Stutsman

Debra Stutsman
Town Manager

Attachment: Status Report

TOWN OF SAN ANSELMO
BOARDS/COMMITTEES/COMMISSIONS
STATUS REPORT
As of 07/18/12

| Board, Committee, Commission (total seats) | Seats Expiring/ Vacant | Applicants | Date Interviewed |
|--|---------------------------------------|--|--|
| Arts Commission 9 seats + 1 youth <i>Dave Donery</i> | 1 vac 1 exp | Elaine O'Malley | 7/10 |
| Board of Review 5 seats | 1 vac 1 exp | | |
| Flood Committee 5 seats <i>Sean Condry</i> | 1 exp | Erik Stromberg | 6/26 |
| Historical Commission 11 seats <i>Linda Kenton</i> | 2 vac 5 exp | | |
| Library Advisory Board 7 seats + 1 youth <i>Linda Kenton</i> | 3 exp | Ted Freeman* Tina Kroot* | 7/10 7/10 |
| Library Tax Oversight Committee 5 seats <i>Linda Kenton</i> | | | |
| Marin Commission On Aging 1 seat | 1 | Donna Bjorn Arnie Scher | 7/10 7/10 |
| Marin County Hazardous & Solid Waste Authority 1 seat | | | |
| Capital Programs Monitoring Committee 6 seats <i>Sean Condry</i> | | | |
| Mosquito Abatement District 1 seat | 1 exp | | |
| Open Space Committee 11 seats + 1 youth | 3 exp | | |
| Parks & Recreation Commission 7 seats + 1 youth <i>Dave Donery</i> | 1 exp | Kathleen Holtzer* | 6/26 |
| Planning Commission 7 seats <i>Diane Henderson</i> | 2 exp | | |
| Quality of Life 7 seats <i>Debbie Stutsman</i> | 1 vac 4 exp | Woody Weingarten* David Behrs Sita Khufu* Jelani Bertoni Quinne Fokes* Chantal Maher* | 4/10 4/24 5/22 5/22 6/26 7/10 |
| Ross Valley Paramedic Authority 1 seat <i>Roger Meagor</i> | | | |
| Tax Equity Board 3 seats <i>Daria Carrillo</i> | 1 vac | | |

- * Incumbent
** Waiting for interview