

BURBANK YOUTH ENDOWMENT SERVICES FUND BOARD  
JULY 30, 2002

A regular meeting of the Youth Endowment Services Fund Board was held in the Council Chamber of the City Hall, 275 East Olive Avenue, on the above date. The meeting was called to order at 6:33 p.m. by Ms. Murphy, Chairman.

Invocation           The invocation was given by Reverend Ron Degges, Little White Chapel.

Flag  
Salute                The pledge of allegiance to the flag was led by Police Captain Gordon Bowers.

ROLL CALL

Present - - - - -       Directors Golonski, Murphy, Ramos and Vander Borght.  
Absent - - - - -        Director Laurell.  
Also Present - -       Mr. Ovrom, City Manager; Ms. Alvord, Assistant City Manager; Mr. Barlow, City Attorney; Mr. Flad, Assistant Executive Director; and, Mrs. Campos, Secretary.

9:20 P.M.  
Meeting  
Continued             Following a Council public hearing, the combined oral communication, a Council report and the Council and Redevelopment Agency joint meeting, the Council, Redevelopment Agency, Housing Authority, Parking Authority and Youth Endowment Services Fund Board held a joint meeting.

9:20 P.M.  
Jt.                    Mtg.  
w/Council,  
Redev., Housing  
Auth. & Parking  
Auth.  
YES 2  
Treasurer's Report   Ms. Anderson, City Treasurer, stated the quarterly report ending June 2002 requires a detailed report of the City's investments be made to the Council by the Treasurer on a quarterly basis. She summarized the report stating she has condensed the information to make it reader-friendly and that it illustrates the investment pool including par value, market value and book value. She noted the report also includes a report from the Financial Services Division pertaining to the City's bond debts.

Next, she discussed the City's investment portfolio, including the One-Year Treasury, the Two-Year Treasury, and the Local Agency Investment Fund (LAIF), and indicated the City is earning 4.56 on the monthly portfolio yield and 4.67 on the purchase yield. She stated the City's total investment pool portfolio is diversified into various types of assets which are allowed by the Investment Policy approved by the Council in January 2002. She noted that in June 2002, the par value was at \$244 million, and the market values are at \$247.7 million. She indicated the City's policy model LAIF should be at 15 percent, and at the present time the City is at 20

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percent, the agencies in the model are 55 percent, and the City is at 53 percent, that the City can invest in treasuries up to five percent, and we are presently at zero, and in corporates the City can invest up to 25 percent, and presently the City is at 27 percent because the portfolio decreased. She discussed the investment maturities policy model in detail.

Ms. Anderson reported the City is in very good standing with the investment report, and that the effective duration of the portfolio is approximately one year so if the rates remain where they are presently, staff expects everything would be called within one year. She concluded by stating the effective duration changes month to month as rates change, and noted that none of the principal is at risk in the City's portfolio as all of the market values presently are above 100 percent due to decreasing interest rates.

The report was noted and filed.

9:37 P.M.  
Recess

The Board recessed at this time to permit the Council to continue its meeting. The Board reconvened at 10:36 p.m. for public comment with the same members present.

10:53 P.M.  
Adjournment

There being no further business to come before the Board, the meeting was adjourned at 10:53 p.m.

Secretary

APPROVED NOVEMBER 19, 2002

Chairperson