

SILICON VALLEY
ANIMAL CONTROL AUTHORITY

AGENDA ITEM

Resolution Adopting an Investment Policy

RECOMMENDED MOTION

That the Board of Directors adopt Resolution 2021-3 establishing an Investment Policy.

PRIOR BOARD ACTION

September 23, 2020: Board of Directors adopts an investment policy.

DISCUSSION:

Maze & Associates recommends that SVACA adopt the Authority's investment policy each fiscal year. Policy Limitations have been changed to no more than \$250,000 (the maximum amount insured by the Federal Deposit Insurance Corporation) may be invested with any individual California Savings and Loan.

DOCUMENTS ATTACHED

Resolution 2021-3
Investment Policy "Exhibit A"

FISCAL IMPACT- None

RESOLUTION NO. 2021-3

RESOLUTION OF THE BOARD OF DIRECTORS OF THE SILICON VALLEY ANIMAL CONTROL AUTHORITY ADOPTING AN INVESTMENT POLICY

WHEREAS, State of California Government Code Section 53646 requires the adoption and annual approval of an investment policy; and

WHEREAS, Silicon Valley Animal Control Authority (SVACA) is a joint powers agency comprised of 4 member cities and therefore is required to adopt an investment policy; and

WHEREAS, the SVACA Board of Directors desires to adopt an investment policy; and

WHEREAS, the Executive Director has recommended an Investment Policy.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Silicon Valley Animal Control Authority hereby adopts the Investment Policy attached hereto as "Exhibit A" as the official investment policy for the Silicon Valley Animal Control Authority and that the Executive Director is directed to ensure SVACA's compliance with such policy.

BE IT FURTHER RESOLVED that this Investment Policy shall be effective as of the date of enactment of this resolution.

PASSED AND ADOPTED this 28th day of July 2021 by the following vote:

AYES:

NOES:

ABSENT:

Liz Lawler, Chairperson, Board of Directors
Silicon Valley Animal Control Authority

ATTEST:

Dan Soszynski
Executive Director/Board Secretary

Silicon Valley Animal Control Authority Investment Policy

OBJECTIVES

At all times, the Silicon Valley Animal Control Authority ("SVACA") shall conduct its investments under the prudent investor standard and invest its funds in accordance with the rules and restrictions established by the laws of the State of California (Government Code Section 53600 et seq.). This Policy has the following objectives:

1. Safety: To ensure that no loss of SVACA funds occurs.
2. Yield: To obtain the maximum investment return possible, within the constraints of investment vehicles limited to total safety of funds.
3. Minimize Idle Funds: To maximize the percent of total funds invested and minimize idle funds held in non-interest bearing checking accounts.
4. Liquidity: To provide adequate cash flow liquidity to meet expenditure needs of SVACA programs and projects.
5. Check and Balances: To maintain a constant system of monitoring and reporting compliance with investment objectives.

POLICY LIMITATIONS

1. Investment Vehicles: The only authorized investment vehicles for SVACA are the State of California Local Agency Investment Fund ("LAIF") and certificates of deposit in California financial institutions.
2. LAIF: Transfers to and from LAIF are authorized only to and from the SVACA checking and savings accounts and may be made by the Executive Director and Executive Assistant. Any change in this procedure requires written authorization to the State Treasurer by the Executive Director.
3. Banks and Savings and Loans: No more than \$250,000 (the maximum amount insured by the Federal Deposit Insurance Corporation) may be invested with any individual California Savings and Loan.
4. Certificates of Deposit: Certificates of deposit with California banks may exceed \$100,000 individually if collateralized at 110% of value.

RESPONSIBILITIES

The Executive Director has final and overall responsibility for establishing, maintaining, and reporting investment policy to the Board of Directors. The Executive Director shall also execute all investment documents on behalf of SVACA and ensure that investments are accurately reported to the Board of Directors on a quarterly basis. The Executive Director shall ensure that all investments shall be made in compliance with SVACA investment objectives and policies and with the California State Government Code. The Executive Director shall ensure that the Policy is reviewed annually by SVACA's Board of Directors at a public meeting. (Government Code Section 53646(a)).

REPORTING

At least quarterly, the Executive Director shall submit an investment report to the Board of Directors within 30 days following the end of the quarter. The report must meet the requirements of Government Code Section 53646. However, due to the limited scope of this Investment Policy, the report need only meet the minimum requirements of the Code applicable to investments in LAIF, in certificates of deposit or deposits in Federal Deposit Insurance Corporation-insured accounts in a bank or savings and loan association. The Executive Director may submit, on at least a quarterly basis, the most recent statements from these institutions to meet the requirements of the Code. In addition, the quarterly report should also include a statement that the portfolio complies with the Investment Policy or state the manner in which the portfolio is not in compliance with the Policy.