# MINUTES OF THE TREASURY OVERSIGHT COMMITTEE ORANGE COUNTY, CALIFORNIA REGULAR MEETING

### April 27, 2011

The Regular Meeting of the Treasury Oversight Committee (TOC) held on April 27, 2011 at the Orange County Auditor/Controller's Office, 12 Civic Center Plaza, Conference Room #300, Santa Ana, CA 92701, and called to order by David Sundstrom, Chair, at 3:02 PM

#### **Committee Members:**

#### Present:

David Sundstrom, Auditor-Controller (Chair)
William Habermehl, Superintendent, O.C. Dept of Education
George Jeffries, Treasurer, City of Tustin
Andy Dunn, Vice Chancellor, Coast Community College District
Bob Franz (Alternate for Tom Mauk), CFO, (Vice Chair)

### Also present were:

Shari Freidenrich, Paul Gorman, Paul Cocking, Leslie Morales, Fahad Haider, William Chau, Ginika Ezinwa and Yvette Clark from the Treasurer's Office; Steve Kozak from Children and Families Commission of Orange County; Christine Young and Nancy Ishida from Auditor-Controller's Office; Angelica Daftary from County Counsel; Wendy Benkert from Orange County Department of Education.

# 1) Call to Order

Chair Sundstrom called the meeting to order at 3:02pm.

## 2) Welcome and Self-introductions

Member Dunn introduced himself as new member of TOC.

#### 3) Public Comments

No Comments.

#### 4) Old Business

• **Structured Investment Vehicle White Paper Report**- Mr. Gorman stated that a draft of the report was in progress and would be presented at a future meeting.

## 5) New Business

#### Approval of the April 27, 2010 Meeting Minutes

Member Jeffries moved to approve the minutes. Member Habermehl seconded the motion. Member Dunn abstained. **Approved 3-0-1**.

#### • Treasurer's Monthly Investment Report

Treasurer Freidenrich presented key highlights of the Monthly Investment Reports. She stated that the reports include changes to the Executive Summary to make it a summary of all key items in the report and is making other changes to provide additional transparency and ease of use. She also stated that she is focusing on credit analysis and has added a daily, weekly, monthly and quarterly credit analysis update by the Credit Analyst and that she is encouraging more interaction with other Treasurer's investment staff on credit and other investment related issues. The

Board briefly discussed the school transfer agreement. Treasurer Freidenrich indicated that staff is currently working on updating the documents and restrictions for this. Treasurer Freidenrich also stated that the TOC is required to review the Treasury Administrative fees and this would be coming to a future TOC meeting. Finally, Treasurer Freidenrich stated that the County had received a donation of stock (\$3000) and that staff is putting together procedures to handle any donations of this type in the future. In closing, Treasurer Freidenrich stated her goal was to ask all agencies if they would like a periodic or annual investment presentation to ensure transparency and openness of information, Chair Sundstrom motioned to receive and file the reports for January, February and March 2011. Member Jeffries seconded the motion.

# TOC's Annual Report to Board of Supervisors for 2007

Member Jeffries moved to approve the report. Member Habermehl seconded the motion. Member Dunn abstained. **Approved 3-0-1.** 

# 6) Chairman's Report

There was no Chairman's Report.

## 7) Treasurer's Report

- Treasurer Freidenrich stated that the Board of Supervisors passed the bylaws which included changes approved by the TOC last year.
- Treasurer Freidenrich stated that the Board finalized the appointment to TOC and the TOC has all positions filled.
- Treasurer Freidenrich stated that she would like to create summary minutes of TOC meetings as we have recordings of the meetings that will be kept on file.
- Treasurer Freidenrich stated that she and staff have made presentations to two pool participants; Children and Families Commission and the Orange County Water District.
- Treasurer Freidenrich stated that she plans to have an update to the 2008 PFM review performed.
- Treasurer Freidenrich stated that she is reviewing the changes to the Investment Policy Statement and will bring the Statement to the TOC at a future 2011 meeting.
- Treasurer Freidenrich submitted the Treasurer's Budget to the CEO. All departments were asked to take a 5% cut of their net county costs. This cut affects the Treasurer's department by approximately \$100,000.00.
- Treasurer Freidenrich stated that the 2011/2012 property tax receipts have been received and County receipts are .99% ahead of where we were last year.
- Treasurer Freidenrich stated that the next meeting is scheduled for Wednesday, July 27, 2011 however, she asked the committee to consider changing it to the week before due to a scheduling conflict. Treasurer Freidenrich stated that she would send out an email with a potential date for the next meeting.

# 8) Public Comments

 Steve Kozak thanked Treasurer Freidenrich for her report to the Children and Families Commission and stated that he looks forward to working with her and her staff in the future.

## 9) Adjournment

Chair Sundstrom adjourned the meeting at 3:59 pm.