



## CITY OF ROCKLIN

### APPLICATION FOR CITY COUNCIL APPOINTMENT TO THE INVESTMENT ADVISORY COMMITTEE

### DUTIES AND RESPONSIBILITIES

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The Investment Advisory Committee was established by City Council Resolution on June 22, 2021. The Committee consists of three members appointed to overlapping three-year terms.

Initially-appointed members will have the length of their appointment determined by lot in order to allow for overlapping terms.

The Investment Advisory Committee is empowered to undertake and perform the following functions: (a) provide oversight and make recommendations to the City Treasurer with respect to investment activities and Legislative Policy No. 1; (b) undertake such activities as the City Council may, from time to time, direct, of the methods and operations of the City Treasurer with respect to investments; (c) prepare and issue reports to the City Council as the Committee may determine to be appropriate, but not less than once annually, regarding the Committee's activities and recommendations on matters within its purview; and (d) perform other such functions and activities as the City Council may, from time to time, direct.

Investment Advisory Committee members must be at least 18 years of age, live within the City limits, and be qualified by virtue of education, training, experience, or background to serve in the capacity of advising the City Treasurer on financial investment matters.

Following an initial organizing meeting, the Investment Advisory Committee will meet twice per year, April and October. The initial Committee will determine the date and time for the meetings. Each meeting requires preparation by the Committee, including reading staff reports and related material.

Resolution 2021-109 Authorizing the formation of the Investment Advisory Committee is attached for reference.

RESOLUTION NO. 2021-109

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROCKLIN  
ESTABLISHING AN INVESTMENT ADVISORY COMMITTEE

WHEREAS, the City Council has adopted Legislative Policy No. 1, which establishes investment policies and guidelines pertaining to the investment of public funds; and

WHEREAS, an Investment Advisory Committee is beneficial to assist the City Treasurer in decisions regarding City Investment Portfolio Management; and

WHEREAS, the purpose of an Investment Advisory Committee is to provide professional and technical advice to the City Treasurer that will be used in the determination of the direction and investment composition of the City's Investment Portfolio.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Rocklin as follows:

Section 1. There is hereby established an Investment Advisory Committee of the City of Rocklin. The Committee shall consist of three (3) representatives of the community who are at least eighteen (18) years old, each of whom shall be qualified by virtue of education, training, experience, or background to serve in the capacity of advising the City Treasurer on financial investment matters.

Section 2. The Committee representatives shall be appointed to three year overlapping terms, except that the length of the appointment of the terms of the initial members shall be determined by lot to one, two and three years, respectively. The City Treasurer shall serve as the Committee liaison, and shall attend each meeting and provide such information and support as the Committee from time to time may require. The City Manager shall serve in an advisory capacity to the City Treasurer and Committee.

Section 3. The Committee is empowered to undertake and perform the following functions:

- (a) Provide oversight and make recommendations to the City Treasurer with respect to investment activities and Legislative Policy No. 1.
- (b) Undertake such studies as the City Council may, from time to time, direct, of the methods and operations of the City Treasurer with respect to investments.
- (c) Prepare and issue reports to the City Council as the Committee may determine to be appropriate, but not less than once annually, regarding the Committee's activities and recommendations on matters within its purview.
- (d) Perform other such functions and activities as the City Council may, from time to time, direct.

Section 4. Upon the appointment of its members, the Committee shall meet initially, subject to the City Council's Rules of Procedure, for the purpose of organizing itself and establishing a schedule of meetings. The Committee shall meet on a semi-annual basis.

PASSED AND ADOPTED this 22nd day of June 2021, by the following vote:

AYES:	Councilmembers:	Broadway, Gayaldo, Janda, Halldin, Patterson
NOES:	Councilmembers:	None
ABSENT:	Councilmembers:	None
ABSTAIN:	Councilmembers:	None

  
Jill Gayaldo, Mayor

ATTEST:

  
Hope Iturburn, City Clerk