



AGENDA

**Special Meeting of the
California Cooperative Liquid Assets Securities System
Board of Trustees**

Thursday, June 27, 2024, at 3:00 p.m.

Vintners Resort
4350 Barnes Road, Santa Rosa, CA 95403

or via Teleconference (*see below*)

The California Cooperative Liquid Assets Securities System (“California CLASS”) will be held as a “hybrid” meeting with the option for members of the public to attend in person at the above locations, or electronically, by teleconference or video conference.

How to Participate via Teleconference:

Topic: California CLASS Regular Board Meeting
Time: June 27, 2024, 3:00 pm Pacific Time

Join Zoom Meeting
<https://zoom.us/j/91072309545?pwd=OHJPDnE5cGFVdDdFY3NLRGVhQkhKQT09>

Meeting ID: 910 7230 9545
Passcode: 634783

Join by Phone
Phone: +1 408 638 0968 US

Meeting ID: 910 7230 9545
Passcode: 634783

How to Submit Public Comments

Live Comments: The public may address the Board concerning any matter on the agenda and on any other matter within the subject matter jurisdiction of the Board during the public comment period. Members of the public may make live remote public comments via Zoom video conferencing. To access the Zoom platform, download the Zoom computer or mobile app from the Apple Appstore or Google Play. Zoom also allows you to join the meeting by phone. When the Board Chair opens the public comment period on the item you wish to comment, please use the “raise hand” feature (or press *9 if connecting by telephone), which will alert staff that you have a comment to raise.



Written Comments: Public comments may also be submitted in advance of the meeting by emailing the comment to: molly.wohl@publictrustadvisors.com. For regular or special meetings, if you are commenting on a particular item on the agenda, please identify the agenda item and letter. For regular meetings, if you are commenting on an item not listed on the agenda, please identify your comment as a General Public Comment.

How to Obtain Public Records: Public records that relate to any item on the open session agenda for a meeting are available for public inspection. Those records that are distributed after the agenda posting deadline for the meeting are available for public inspection at the same time they are distributed to all or a majority of the members of the Board. The Board has designated California CLASS's website located at <https://californiaclass.com> as the place for making these public records available for inspection. The documents may also be obtained by contacting the Administrator, at (844) 689-2994 or at molly.wohl@publictrustadvisors.com.

CEQA NOTICE: Unless expressly stated otherwise on the agenda (that a negative declaration, mitigated negative declaration, or environmental impact report is being considered), discretionary actions taken on agenda items will include a finding by the Board that the action is exempt under the California Environmental Quality Act (CEQA). More information about the CEQA determination can be found in the corresponding staff report.



AGENDA
Thursday, June 27, 2024

1. Call to Order

2. Roll Call – Announcements / Consideration and Approval of Requests by Board members to Participate Remotely Pursuant to AB 2449

3. Public Comment

This is a 15-minute Public Comment Period for items that are not on the agenda. Each speaker will be limited to approximately three minutes. Members of the public are invited to share comments with the Board on matters within the jurisdiction of California CLASS but not on the agenda. The public may also present comments on agenda items when the matter is called. The Brown Act prohibits action or discussion on items not appearing on the agenda. However, Trustees and staff are allowed to respond briefly to statements made or questions asked during this portion of the agenda. Trustees and staff may also ask questions for clarification in response to a public comment. Please see “How to Submit Public Comments” above.

4. Audit Exit Presentation by Cohen & Co

Presenters:

Lori Novak, CPA, Cohen & Co, Partner
Matt Boughton, CPA, MBA, Cohen & Co, Manager

Report on completion of the audit for California CLASS for the fiscal year ended March 31, 2024.

5. Board of Trustees Consent Agenda

Members of the Board may approve with one motion. Any item on the consent agenda may be discussed, and any Board member may remove an item from the consent agenda to be voted on separately.

A. Considering – Approval of minutes of the Regular Meeting of the California CLASS Board of Trustees held April 11, 2024

Recommended by Administrator. This would confirm the minutes from the prior regular meeting are accurate.

B. Acknowledgement of Custody Statement Receipt

6. Comments from Sponsors

A. Report from California Special Districts Association (CSDA)

Presenter: CSDA Team Member Remote Presentation

B. Report from League of California Cities (Cal Cities)

Presenters:

Carolyn Coleman, Executive Director and CEO
Amanda Cadelago, Senior Manager of Marketing and Communications
Irene de Jong, Director of Finance and Operations

7. Board of Trustee Action Items

A. Consider Approving the California CLASS Annual Report for the fiscal year ended March 31, 2024.

Presenter: Peter Rizzo, Public Trust Advisors Director



The Board will consider approving the California CLASS Annual Report for fiscal year ended March 31, 2024, prepared by the independent auditing firm Cohen and Co.

B. Consider the Nomination and Appointment Subcommittee’s Recommendation and Vote to Appoint Candidate to the Board of Trustees

Nomination and Appointment Subcommittee:

Ryan Clausnitzer, California CLASS Board Trustee
George Harris, California CLASS Board Trustee

The subcommittee will update the Board on the nominations received and candidate interviews and recommend appointing a new member to the Board of Trustees. The Board may take action on the recommendation and appoint a new Trustee or pursue alternatives.

C. Consider dissolving the Nomination and Appointment Subcommittee

Presenter: Alexandra Barnhill, General Counsel, Jarvis Fay

The Board will consider dissolving the ad hoc nomination and appointment subcommittee because it has completed its work to fill the vacant Board seat.

D. Consider adjusting the 2024 Board of Trustee Budget

Presenter: George Harris, California CLASS Board Trustee

The Board will consider approving the proposed adjusted budget, considering the increased auditing costs associated with adding the enhanced cash portfolio.

E. Other

8. Agency Business – Fund Management Reports

A. Credit Research

Presenter: Patrick Edler, Public Trust Advisors Senior Credit Analyst

B. Economic Update

Presenter: Sean Fitzgerald, Public Trust Advisors Portfolio Manager

C. Fund Management Report

Presenter: Sean Fitzgerald, Public Trust Advisors Portfolio Manager

9. Agency Business – Administration Reports

A. Sales and Distribution

Presenters:

Bob Shull, Public Trust Senior Director, Investment Advisory Services
Jerry Legg, Public Trust Senior Director, Investment Advisory Services
Crystal Lynn, Public Trust Director, Investment Advisory Services

- Sales and Distribution Report
- California CLASS Participants
- California Conference Calendar



B. Public Trust Advisors Update

Presenters:

Peter Rizzo, Public Trust Advisors Director
 Brian Sugrue, Public Trust Advisors Chief Information Officer
 Tom Tight, Public Trust Advisors Managing Partner

- **California CLASS Transaction Portal**
- **California CLASS Participant Map**
- **Public Trust Invoices**
- **Public Trust Administrative Updates**

C. Board & General Administrative Updates

Presenters: Molly Wohl, Public Trust Advisors VP of Client Relations

- **New Trustee Onboarding**
- **October 10, 2024, Next Regular Board Meeting**

10. Trustee Reports

Trustees may make brief announcements or reports on their own activities, pose questions for clarification, and/or request that items be placed on a future agenda. Except as otherwise authorized by law, no other discussions or action may be taken.

A. Chair Report

B. Individual Trustees

11. Adjournment

The next regular Board of Trustees meeting is scheduled for 3 pm on October 10, 2024, in Pasadena, CA.

The regular Board of Trustees meeting scheduled for July 11, 2024, has been canceled.

Americans with Disabilities Act: In accordance with the Americans with Disabilities Act, if you need special assistance or a disability-related modification or accommodation (including auxiliary aids or services) to observe and/or participate in this meeting, please contact Molly Wohl at (844) 689-2994 or at molly.wohl@publictrustadvisors.com. Please provide your request as early as possible, and preferably at least two full business days before the start of the meeting. Advance notification with this guideline will enable the California CLASS to make reasonable arrangements to ensure accessibility.



California Cooperative Liquid Assets Securities System
Regular Meeting of the Board of Trustees Meeting Minutes
April 11, 2024

Record of Proceedings

Meeting Minutes
California Cooperative Liquid Assets Securities System
Regular Meeting of the Board of Trustees
April 11, 2024

A Regular Meeting of the Board of Trustees (“Board”) of the California Cooperative Liquid Assets Securities System (“California CLASS”) was held at 3:00 p.m. (PDT) on Thursday, April 11, 2024. The meeting was held at the Westdrift Hotel, Updrift Meeting Room, 1400 Parkview Ave, Manhattan Beach, CA 90266 and as a Teleconference Meeting on Zoom pursuant to Government Code § 54953(e).

Board Members Present:

Mr. Ryan Clausnitzer, General Manager, Alameda County Mosquito Abatement District
Mr. George Harris, Director of Finance, City of Lancaster
Ms. Margaret Moggia, Finance Manager, Town of Discovery Bay Community Service District

Board Members Absent:

Ms. Christina Turner, City Manager, City of Morgan Hill (excused)

Other:

Ellis Chang, City of Fullerton

Staff Present:

Ms. Alexandra Barnhill, General Counsel, Jarvis Fay
Mr. Kevin Berents, Public Trust Advisors, LLC (remote)
Ms. Amanda Cadelago, Cal Cities
Ms. Carolyn Coleman, Cal Cities (remote)
Ms. Irene de Jong, Cal Cities
Mr. Cory Gebel, Public Trust Advisors, LLC (remote)
Mr. Jerry Legg, Public Trust Advisors, LLC (remote)
Ms. Crystal Lynn, Public Trust Advisors, LLC
Mr. Neil McCormick, CSDA
Ms. Lori Novak, Cohen & Co. (remote)
Mr. Peter Rizzo, Public Trust Advisors, LLC
Mr. Robert Shull, Public Trust Advisors, LLC
Ms. Cassandra Strawn, CSDA
Mr. Thomas Tight, Public Trust Advisors, LLC (remote)
Ms. Molly Wohl, Public Trust Advisors, LLC
Mr. Rick Wood, CSDA



1. Call to Order

Vice Chair Clausnitzer called the meeting, which was duly posted, to order at 3:00 p.m.

2. Roll Call

Vice Chair Clausnitzer led introductions; staff took roll call, and it was determined that a quorum of the Board was present as noted above.

3. Public Comment

There were no comments from the public. One member of the public was in attendance via telephone on Zoom for the beginning of the meeting. They left the meeting during Agenda Item 6 and no other members of the public joined the meeting.

4. Consent Agenda

Staff introduced the consent agenda. No public comment was made. Upon motion duly made by Mr. Harris and seconded by Ms. Moggia, and by unanimous vote (3-0), the Board approved the Consent Agenda, which approved the following items:

- A. Approval of minutes of the Regular Meeting of the California CLASS Board of Trustees held January 11, 2024**
- B. Acknowledgement of Custody Statement Receipt**

5. Comments from Endorsing Partners

A. Report from Endorsing Partner, California Special Districts Association (CSDA)

Mr. McCormick spoke to CSDA's recent work on the road in West Sacramento, Lake County, and Los Angeles County, highlighting successful meetings with fire districts in particular. Mr. McCormick also discussed relevant legislative bills on state and national level. Mr. Wood and Ms. Strawn discussed the Association's annual conference schedule and collaboration with Public Trust Advisors to educate Participants and prospects about California CLASS further. No public comment was made.

B. Report from Endorsing Partner, League of California Cities (Cal Cities)

Ms. de Jong updated the Board on the League's upcoming City Leaders Summit to be held on April 17-19 at the SAFE Credit Union Convention Center in Sacramento and early planning for the Cal Cities Annual Conference and Expo, which will be held in October. Ms. Cadelago updated the Board on recent introductions Cal Cities facilitated between City officials and California CLASS. Additionally, Ms. Cadelago discussed Cal Cities digital marketing strategy to bring more awareness to California CLASS through their website, advertisements, and articles. No public comment was made.

6. Board of Trustee Action Items

A. California CLASS Board Member Terms and Board Vacancy

Mr. Harris discussed the Nomination and Appointment Subcommittee's decision to have an open nomination period to allow California CLASS participants and prospects to nominate candidates for the vacant Board seat. In reviewing the staff report outlining nomination materials, a sample timeline for appointment, Board of Trustee terms, and Board officer descriptions, Mr. Clausnitzer discussed the Subcommittee's goal to create a foundation for the nomination and appointment process for now and the future as the pool grows. The Board discussed the different processes



of filling each Board seat and how the vacant Board seat (the fifth Board seat) is the only seat that is appointed by the Board of Trustees. In reviewing the nomination materials, the Board proposed changes to the nomination notice to include a request for cover letter with a statement of interest. Ms. Moggia thanked the Subcommittee for their work and noted that the Subcommittee should be dissolved after a new Trustee is appointed at the June Board meeting.

Upon a motion made by Mr. Harris and seconded by Mr. Clausnitzer, and by unanimous vote (3-0), the Board approved the proposed procedure of appointment for the fifth Board seat, with the inclusion of a request for a cover letter.

B. Other
None.

7. Agency Business – Fund Management Reports

- A. Credit Research** – Mr. Berents presented the Public Trust Advisors’ (PTA) approved lists and discussed with the Board some of the more recent credit analysis that has been conducted by PTA, including additions and deletions to the approved lists. Credit is closely monitoring the community and regional bank sectors as the markets have been cautious following the bank failures in March of this year.
- B. Economic Update**—Mr. Gebel joined the board telephonically to provide an economic update and presented an overview of the economy. The economy has proven to be quite resilient, and inflation has cooled significantly and appears to be under control due to the restrictive policy measures taken over the past several years. Most economists are calling for interest rates to begin falling by mid-2024.
- C. Fund Management**—Mr. Gebel went on to present the Fund Management Report for California CLASS and California CLASS Enhanced Cash. The portfolios are well diversified, and all investments are made in accordance with California CLASS investment policies.

8. Agency Business – Fund Administration Reports

A. Sales and Distribution Update

Mr. Shull discussed the California CLASS distribution team’s recent successes in growing the fund through one-on-one meetings, participation at conferences, and by leveraging existing relationships. Mr. Shull, Ms. Lynn, and Mr. Legg updated the Board on specific growth within each entity category and reviewed the Participant and prospective California CLASS member lists.

B. Public Trust Advisors Update

Mr. Rizzo discussed with the Board of Trustees a worksheet outlining personnel supporting the Board. He summarized that any Board projects or questions related to Board Administration should be directed to himself and Molly Wohl, and any Board projects or questions related to Program Administration should be directed to Bob Shull.

Mr. Rizzo reviewed the first quarter invoices from Public Trust Advisors. Ms. Moggia noted that her email should be corrected on the signatory page.

Mr. Rizzo notified the Board that California CLASS has completed the annual state filing of the Special District Financial Transactions Report.



C. Board & General Administrative Updates

Ms. Wohl reviewed the audit timeline with the Board. The audited financials for the fiscal year ending March 31, 2024, will be sent to the Board for review at the end of May or early June. The audited financials will be considered for approval at the June 27 Board meeting.

The Board received a copy of the 2024 California CLASS Participant survey results. The survey was distributed in January 2024, and 16 responses were received. Overall, the feedback was positive.

Ms. Wohl reviewed the 2024 Board meeting calendar. The next meeting will be held on June 27 at the Vintners Resort in Santa Rosa. The Board discussed holding the October 10 meeting in the Pasadena region.

Ms. Wohl reviewed the 2024 Board budget, which included higher-than-expected audit costs due to the Enhanced Cash product being launched in February and therefore being included in the FYE March 31, 2024 audit. Mr. Harris requested a budget adjustment be on the June 27 meeting agenda.

9. Discussion / Information Items

A. ICS Deposits

Mr. Tight discussed pending legislative approval to allow pooled insured cash sweep bank deposit programs to be an allowable investment vehicle for California CLASS, and a forthcoming related recommended amendment to the California CLASS Investment Policy.

B. Investment of Surplus Funds Outside of a County Treasurer Investment Pool

Mr. Tight updated the Board on misunderstandings at the County level about permissible investment options for Special Districts. The California CLASS distribution team and supporting partners will educate counties and special districts about the investment options available as alternatives to the County Treasurer investment pools, including California CLASS.

10. Trustee Reports

A. Chair Report

No report.

B. Individual Trustees

Mr. Clausnitzer noted his district's recent approval of a policy allowing them to participate in the Enhanced Cash product. He also asked the California CLASS distribution team to follow up on specific prospects and growth efforts he could support. Mr. Clausnitzer suggested that a map be generated that shows the geographic location of Participants in the state.

Ms. Moggia discussed the conferences she will attend and requested a list of the upcoming conferences where California CLASS will be represented. Additionally, Ms. Moggia noted opportunities where she can support the efforts of the California CLASS sales and distribution team.

Mr. Harris discussed recent elections within his district and the benefits his district has seen through its participation in California CLASS. He also noted the conferences he will be



attending, where he can attend California CLASS-sponsored events and facilitate introductions to potential new Participants.

12. Adjournment

The next special Board of Trustees meeting is scheduled for June 27, 2024, at 3:00 pm at the Vintners Resort in Santa Rosa.

The Regular Meeting of the California CLASS Board of Trustees was adjourned at 5:10 pm.

These are the official Minutes of the Regular Meeting of the California CLASS Board of Trustees meeting on April 11, 2024.

Signed: _____ Date: June 27, 2024

Ms. Margaret Moggia, Secretary
California CLASS Board of Trustees

Minutes taken by: Molly Wohl