

## INTER OFFICE MEMO

**To:** Board of Directors

**Date:** March 3, 2022

**From:** Bill Churchill, General Manager

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**SUBJECT: CCCTA Investment Policy – Quarterly Reporting Requirement**

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Attached please find CCCTA's Quarterly Investment Policy Reporting Statement for the quarter ending September 30, 2021.

This certifies that the portfolio complies with the CCCTA Investment Policy and that CCCTA has the ability to meet the pool's expenditure requirements (cash flow) for the next six (6) months.

**CCCTA**  
**BANK CASH AND INVESTMENT ACCOUNTS**  
(ROUNDED OFF TO NEAREST \$)

FINANCIAL INST	ACCT #	TYPE	PURPOSE	PER BANK	PER BANK	PER BANK	PER GL*
				MAR 2021	JUN 2021	SEP 2021	SEP 2021
<b>FIXED ROUTE</b>							
UNION BANK	274-00-26650	CHECKING	AP GENERAL	\$ 579,202	\$ 436,403	\$ 692,931	\$ 599,072
UNION BANK	274-00-26693	CHECKING	PAYROLL	\$ 75,463	\$ 79,800	\$ 132,681	\$ 113,848
UNION BANK	274-00-26723	CHECKING	CAPITAL PURCHASES	\$ 203,504	\$ 90,656	\$ 100,000	\$ 100,000
UNION BANK	274-00-26715	CHECKING	WORKERS' COMP - CORVEL	\$ 49,948	\$ 83,600	\$ 37,905	\$ 14,754
UNION BANK	274-00-26685	CHECKING	PASS SALES	\$ 4,291	\$ 5,034	\$ 5,641	\$ 5,624
UNION BANK	274-00-26707	CHECKING	CLIPPER CARDS	\$ 5,180	\$ 5,180	\$ 5,135	\$ 5,135
PAYPAL	27SAXUUFL9732	CHECKING	PAYPAL-PASS SALES	\$ 25	\$ 25	\$ 25	\$ 25
			<b>TOTAL</b>	<b>\$ 917,613</b>	<b>\$ 700,698</b>	<b>\$ 974,318</b>	<b>\$ 838,458</b>
<b>PARATRANSIT</b>							
UNION BANK	274-00-26669	CHECKING	AP GENERAL	\$ 272,427	\$ 113,515	\$ 411,821	\$ 310,297
			<b>TOTAL</b>	<b>\$ 272,427</b>	<b>\$ 113,515</b>	<b>\$ 411,821</b>	<b>\$ 310,297</b>
<b>LAIF FUND</b>							
LAIF ACCOUNT	4007001	INT-INVEST	OPERATING FUNDS	\$ 16,987,357.00	\$ 13,931,212.00	\$ 24,008,876.00	\$ 24,008,876.00
LAIF ACCOUNT		INT-INVEST	Lifeline Bus Stop Access	\$ 53,676	\$ 53,147	\$ 53,190	\$ 53,190
LAIF ACCOUNT		INT-INVEST	Facility Rehab	\$ 2,548,905	\$ 2,472,258	\$ 2,473,004	\$ 2,473,004
LAIF ACCOUNT		INT-INVEST	LCTOP - Electric Trolley II	\$ 262,220	\$ 262,507	\$ 253,505	\$ 253,505
LAIF ACCOUNT		INT-INVEST	LCTOP - Martinez Amtrak III	\$ 72,461	\$ 18,654	\$ -	\$ -
LAIF ACCOUNT		INT-INVEST	LCTOP - Martinez Amtrak IV			\$ 180,220	\$ 180,220
LAIF ACCOUNT		INT-INVEST	LCTOP - FREE Monument II (Routes 11/14/16)	\$ 458,916	\$ 459,418	\$ -	\$ -
LAIF ACCOUNT		INT-INVEST	LCTOP - FREE Monument III (Routes 11/14/16)			\$ 736,744	\$ 736,744
LAIF ACCOUNT		INT-INVEST	Pass-Through CA	\$ 900,448	\$ 901,434	\$ 902,170	\$ 902,170
LAIF ACCOUNT		INT-INVEST	Safe Harbor Lease Reserve	\$ 1,556,043	\$ 1,557,746	\$ 1,559,018	\$ 1,559,018
LAIF ACCOUNT		FMV ADJ.	Fair Market Value Adjustment for Year-End	\$ -	\$ -	\$ -	\$ -
			<b>TOTAL</b>	<b>\$ 22,840,026</b>	<b>\$ 19,656,376</b>	<b>\$ 30,166,727</b>	<b>\$ 30,166,727</b>
<b>CCCTA EMPLOYEE</b>							
UNION BANK	274-00-26677	CHECKING	EMPLOYEE FITNESS FUND	\$ 13,484	\$ 13,080	\$ 13,645	\$ 13,645
UNION BANK	274-00-26502	CHECKING	EMPLOYEE FUNCTION	\$ 508	\$ 508	\$ 508	\$ 508
			<b>TOTAL</b>	<b>\$ 13,992</b>	<b>\$ 13,588</b>	<b>\$ 14,153</b>	<b>\$ 14,153</b>
2/18/2022	<b>GRAND TOTAL</b>			<b>\$ 24,044,068</b>	<b>\$ 20,484,177</b>	<b>\$ 31,567,019</b>	<b>\$ 31,329,635</b>

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\* GL balances reduced by outstanding checks and increased by deposits in transit, if any.

This is to certify that the portfolio above complies with the CCCTA Investment Policy and that CCCTA has the ability to meet its expenditures (cash flow) for the next six months.

  
Bill Churchill  
General Manager