



# STAFF REPORT

AGENDA NO: 9j

MEETING DATE: May 18, 2026

**To: Honorable Mayor and City Council**

**Date: May 18, 2026**

**From: Helen Yu-Scott, Finance Director – (650) 558-7222**

**Subject: Approval of Revisions to Investment Policy for Fiscal Year 2026-27**

## **RECOMMENDATION**

Staff recommends that the City Council approve the revised Investment Policy for the City of Burlingame.

## **BACKGROUND**

The investment of funds by a California local agency, including the types of securities in which an agency may invest, is governed by the California Government Code. The law requires that the legislative body of each agency adopt an investment policy, which may add further limitations than those established by the State. In addition, an agency's investment policy must be reviewed annually, and any changes must be adopted at a public meeting.

Finance staff and the City's investment advisors, PFM Asset Management (PFM), review the City's Investment Policy on an annual basis. The City Council last reviewed the Policy on June 16, 2025, for use in the current fiscal year; only minor administrative modifications were made at that time.

## **DISCUSSION**

PFM completed its annual review of the City's Investment Policy and found it comprehensive and in compliance with the sections of the California Government Code that govern the investment of public funds by general law cities. PFM also summarized the changes to the Code made by Senate Bills ("SB") 827, 852, 595, and 858 (Exhibit A), which took effect on January 1, 2026. The City is encouraged to review and, where applicable, incorporate these requirements. PFM recommended updating the maximum maturity for eligible commercial paper from 270 to 397 days, as per the memo attached to this staff report.

Staff also updated the month and year of the Policy and the Mayor's name on pages one and nine of the proposed Policy, respectively.

## **FISCAL IMPACT**

As revised, the Investment Policy continues to support the City's overall investment strategy, providing a portfolio that is safe, diversified, and has lower volatility than comparable market benchmarks.

Exhibits:

- Memo from PFM re: 2026 Investment Policy Review
- Investment Policy (redlined)
- Investment Policy (proposed)