

**CITY OF SACRAMENTO  
ANN LAND and BERTHA HENSCHEL MEMORIAL FUNDS COMMISSION**

**AGENDA**

**Wednesday, May 21, 1997 - 9:00 A.M.  
City Clerk's Conference Room #302, 3rd Floor  
Telephone: 264-5704**

- I. REVIEW & ACCEPT MINUTES OF FEBRUARY 18, 1997  
AND RETREAT MINUTES OF APRIL 12, 1997 9:00 a.m.  
Esther Lujan, President
  
- II. QUESTIONS & ANSWERS - CITY TREASURER'S REPORT 9:05 a.m.  
Glenn Hosokowa, Investment Officer
  
- III. ANNUAL INVESTMENT REVIEW 9:10 a.m.  
Tom Friery, City Treasurer
  
- IV. UPDATE OF SOCIAL SERVICES SITING 9:20 a.m.  
~~Art Gee~~ Doug Holmen, Assoc. Planner, P.E.D. Dept. 3527  
forums &
  
- V. STRATEGIES OF WELFARE REFORM re housing, hunger, jobs 9:35 a.m.  
? County rep ~~George Plummer~~ 978-2167 (contact) 9:40 a.m.
  
- VI. REVIEW OF COMMUNITY FORUMS ON HOMELESSNESS 10:00 a.m.  
Bina Lefkovitz, Special Projects Director
  
- VII. CITIZENS ADDRESSING COMMISSION ON MATTERS NOT ON AGENDA
  
- VIII. ANNOUNCEMENTS 20
  - a. Next meeting - August ~~18~~ - (site visit reports discussion; set 1998 calendar; subcommittee report - application packet/process adjustments)
  - b. Status of vacancy ?
  - c. ~~Any~~ information/ideas/questions from Commission Members
  
- IX. ADJOURN

*Welfare Reform Implementation Team*

*Chuck Kiderwell*

*2433 Marconi*

*95824*

*Dept of Human Assistance*

*978-2119*

*Markie*

*978-2108*

**CITY OF SACRAMENTO**  
**ANN LAND & BERTHA HENSCHEL MEMORIAL FUNDS COMMISSION**

**Summary Minutes**  
**Wednesday, February 19, 1997**

**Commissioners present:** Gail Mancarti, President; Esther Greene, Esther Lujan, Mona Mansfield, Valerie Reynoso, Leonard Williams. **Commissioners absent:** Doris Chandler.

The meeting was called to order at 9:05 a.m. by President Gail. She reported that Esther Greene was reappointed as commissioner and that her reappointment was pending. Also Alex Vasquez's appointment to fill Frank Vituli's seat is also pending.

**I. REVIEW OF MINUTES:** Minutes of November 20, 1996 meeting. Mona indicated that California Emergency Foodlink asked that she clarify the minutes about their application to be sure that the application amount requested would all be for food. There was agreement that this was understood. M/Green; S/Lujan that minutes be approved as clarified.

**II. HIGHLIGHT OF CITY TREASURERS REPORT**

Investment Officer Glenn Hosokawa reviewed the City Treasurer's office report for the quarter ended December 31, 1996. Referring to the economic commentary section, he highlighted that wage and inflation pressures are always in the picture. Job creation is good with only 5.4% unemployment (below 6% is considered full employment. Wage pressures may increase, but so far that has not been shown. The Feds did not raise interest rates in February and probably won't in March. Consumer debt is a factor being watched...it is high but seems to be holding pretty steady.

With reference to the AL/BH fund's performance for the year's ending quarter, 56% was in stocks and 36% plus 8% in bonds. At the end of January, 1997 60% is in equities and 40% in bonds. We are in more income return stocks than growth, and as indicated in the report, there is strong performance. Glenn referred to the balance sheet which showed that from the beginning bequeaths of \$549,720.00, the Commission has been able to allocate \$3,016,467.48 to provide services for indigent city residents through 12/31/96.

City Treasurer Tom Friery reviewed possibility of investment direction changes to insure a steady income stream for the Memorial Fund. If inflation rises, there may be a major adjustment in the stock market. Memorial fund investments are the Treasurer's call, but he appreciates opportunity for dialogue with the commissioners. Today, there is about \$33,000.00 in the indigent fund. The Memorial Fund earnings being about \$90-91,000.00 means we have been using about \$9,000-10,000 to fill the \$100,000.00 annual allocations.

He said that while \$31,000 of common stock income of the 90-91,000 income could buy utilities common stock which has been having a higher income, but because of deregulations that picture is changing. While we have the option to find new dollars, we cannot touch the

corpus or the capitol gains which must also stay in the corpus. The worst case scenario for now would be income of \$90,000 per year rather than \$100,000. Our bonds have laddered maturity with \$35,000 in 1999; \$20,000 in 2000 and \$105,000 in 2001. Therefore, he said that we will keep the status quo for now. The Commissioners expressed their concurrence and appreciation for the excellent handling of the Memorial Fund by the City Treasurers Office and particularly thanked Tom and Glenn for their outstanding efforts in keeping us up to date and well informed about the Fund.

**III. Annual Allocation.** Leonard indicated that he wanted to discuss outside fund raising to add money to flexible funding. After some discussion about appropriateness of putting the Fund in a competitive position with applicant agencies, Leonard asked that we drop such discussion and discuss other possible avenues under the fundraising item on the agenda.

**IV. Nomination of Officers.** Nominations: Esther Greene nominated Esther Lujan for President. Esther Lujan nominated Esther Greene for Vice President; Leonard Williams nominated Valerie Reynoso for Secretary. Moved by Esther Greene, seconded by Mona Mansfield that the slate as nominated be accepted..motion carried.

**V. Recipient issues.** Gail indicated that she spoke to the three applicant agencies who were not funded and invited them to continue relations with the Commission.

**VI. Review of 1997 Calendar.** Esther Greene suggested that we develop an outline of the scope of job and duties of commissioners. Mona indicated that this should also include the allowed stipend as well as number of required meetings. Esther Lujan said she had ideas for a draft of such a description and asks any of us with ideas to call her.

**VII. Progress Reports.** (a) Careene says that contracts are in process and first quarter checks have been cut. (b) The two Commissioner appointments are in process. (c) Mons gave the presentation about AL/BH for the city's 1997 charitable campaign. There were 14 contributors for the \$660.00 pledged.

**VIII. Public Relations and Fund Raising.** Valerie referred us to the PR sub committee memo included in our mailing. Since Frank's term is up, we need someone to replace him. Valerie said we need a calendar of events and she wants feedback, ideas and agreement on long range plans. It was suggested that we combine items 1 & 2 and get it on the Mayor's agenda. It was also suggested that we include the Commissioners names on the excellent brochure that Careene put together prior to the City's charitable campaign last fall.

Regarding articles in magazines, perhaps Sacramento Magazine as the Comstock Magazine and possible the Business Journal for articles about the Commission. Esther Greene suggested distribution of the Memorial Fund information as well as bequest information at homes like Rivers Edge, Atrium and Eskaton.

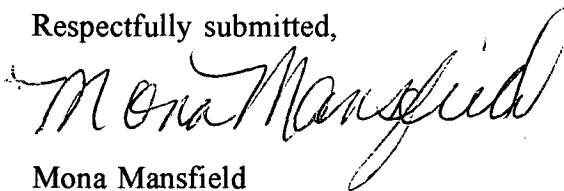
AL/BH Summary Minutes 2-19-97  
page 3

Esther Greene agreed to replace Frank on the PR Sub-Committee and they will work on how to generate news releases etc. Valerie will have a time line and two year plan at the **COMMISSION'S RETREAT ON APRIL 19**. Esther Lujan will have by-laws, job description, etc. draft by then as well

**IX. Site Visit Selection.** It was agreed that we would delay until the retreat to do this so that all commissioners would be present.

Meeting adjourned at 11:10 a.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Mona Mansfield". The signature is written in black ink and is positioned to the right of the typed name.

Mona Mansfield  
Secretary