



MALIA M. COHEN  
CALIFORNIA STATE CONTROLLER

May 1, 2025

**SUBJECT: 2024-25 Public Retirement System Financial Transactions Report**

Dear Retirement Administrator:

This letter provides information regarding the 2024-25 Public Retirement System Financial Transactions Report (FTR). Government Code section 7504 requires that the completed financial reports and audited financial statements of each retirement system be submitted to the State Controller's Office (SCO) within six months of the close of the fiscal year. For defined benefit plans, an actuarial valuation report is also required at least every three years.

The financial reports are due June 30, 2025. Please submit the following documents to SCO:

- Public Retirement System FTR
- Audited Financial Statements
- Actuarial Valuation Report (if applicable)

Reporting instructions and information for the 2024-25 Public Retirement System FTR are available on the SCO website at [https://www.sco.ca.gov/ard\\_locinstr\\_retirement\\_forms.html](https://www.sco.ca.gov/ard_locinstr_retirement_forms.html).

To file your Public Retirement System FTR, visit Local Government Reporting System Online (LGRS Online) at <https://lgrsonline.sco.ca.gov>.

The 2024-25 FTR cover page can be signed electronically on LGRS Online.

Retirement Administrator

May 1, 2025

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The audited financial statements and actuarial valuation report may be submitted via mail or email.

Mail: Local Government Reporting Unit - Retirement  
Local Government Programs and Services Division  
California State Controller's Office  
P.O. Box 942850  
Sacramento, CA 94250

Email: [LGRsupport@sco.ca.gov](mailto:LGRsupport@sco.ca.gov)

If you have any questions, please contact the Local Government Reporting Unit at [LGRsupport@sco.ca.gov](mailto:LGRsupport@sco.ca.gov) or (916) 322-9672.

Sincerely,

*(Original signed by)*

Dang Nguyen  
Supervisor  
Local Government Reporting Unit