



**Finance Department – Treasury Division**

**MEMORANDUM**

**To:** Mayor and Members of the City Council

**From:** James C. Goins, Finance Director/Treasurer  
Tracey T. Lovely, Investment Analyst 

**Date:** September 4, 2012

**Subject:** **MONTHLY CASH BALANCES & INVESTMENT REPORTS –  
July 2012**

Enclosed for your information are the Portfolio Summary, Investment Report, and Cash Report for the month of July 2012 prepared by the City Treasurer pursuant to the statutory requirements of the State of California.

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City of Richmond  
 Investment Report for July 2012  
 Pooled Investment Portfolio Analysis

**Investment Composition:**

Book Value of Investments Held  
 Market Value of Investments Held  
 Unrealized Gain (Loss) - amount  
 Unrealized Gain (Loss) - percentage

72,851,164.26  
 73,260,177.26  
 409,013.00  
 0.56%

**%**

**Amount**

Federal Agency Securities  
 Money Market  
 LAIF  
 Commercial Paper  
 Sweep Account

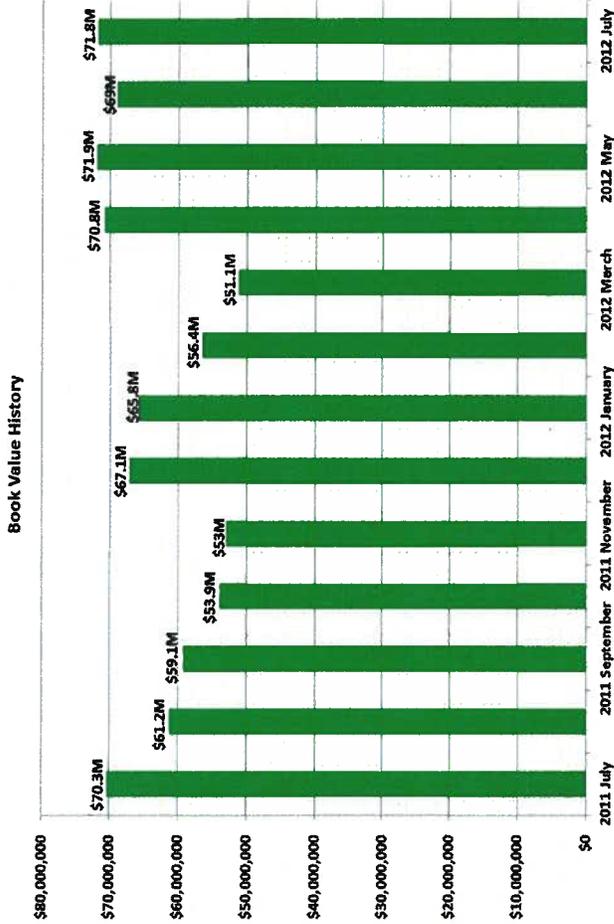
56.18%  
 14.98%  
 14.58%  
 2.75%  
 11.52%  
 100.00%

40,928,177.00  
 10,913,667.49  
 10,618,152.03  
 2,000,000.00  
 8,391,167.74  
 72,851,164.26

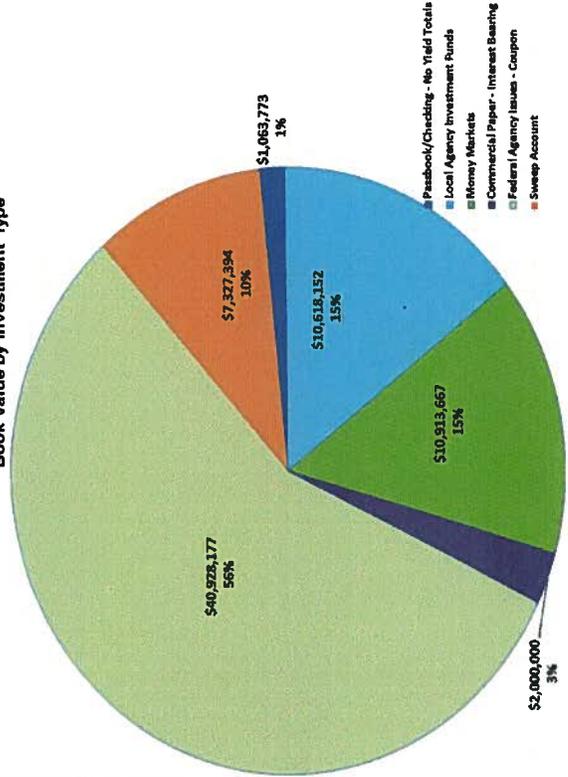
**Cash Summary:**

Pooled Investments  
 Fiscal Agent Investments (City & Successor Agency-RCRA)  
 Checking Accounts & Other Activity  
 Successor Agency-RCRA & Other Restricted Investments  
 Total Cash Balance (detail attached)

72,851,164.26  
 119,961,435.92  
 (1,519,883.08)  
 16,148,714.37  
 207,441,431.47



Book Value by Investment Type



■ Pooled Investments  
 ■ Fiscal Agent Investments  
 ■ Checking Accounts & Other Activity  
 ■ Successor Agency-RCRA & Other Restricted Investments  
 ■ Total Cash Balance



**City of Richmond  
Portfolio Management  
Portfolio Summary  
July 31, 2012**

City of Richmond  
Finance Department  
450 Civic Center Plaza  
Richmond, CA 94804  
(510)620-6740

| Investments  | Par Value            | Market Value         | Book Value           | % of Portfolio | Term         | Days to Maturity | YTM/C 360 Equiv. | YTM/C 365 Equiv. |
|--|----------------------|----------------------|----------------------|----------------|--------------|------------------|------------------|------------------|
| Local Agency Investment Funds                          | 10,618,152.03        | 10,618,152.03        | 10,618,152.03        | 14.79          | 1            | 1                | 0.353            | 0.358            |
| Money Markets  | 10,913,667.49        | 10,913,667.49        | 10,913,667.49        | 15.20          | 1            | 1                | 0.058            | 0.059            |
| Commercial Paper - Interest Bearing                    | 2,000,000.00         | 1,985,980.00         | 2,000,000.00         | 2.79           | 1,468        | 1,286            | 1.550            | 1.572            |
| Federal Agency Issues - Coupon                         | 41,000,000.00        | 41,351,210.00        | 40,928,177.00        | 57.01          | 1,806        | 416              | 1.547            | 1.568            |
| Sweep Account  | 7,327,394.44         | 7,327,394.44         | 7,327,394.44         | 10.21          | 1            | 1                | 0.138            | 0.140            |
| <b>Investments</b>                                     | <b>71,859,213.96</b> | <b>72,196,403.96</b> | <b>71,787,390.96</b> | <b>100.00%</b> | <b>1,071</b> | <b>274</b>       | <b>1.000</b>     | <b>1.014</b>     |
| <b>Cash</b>  |                      |                      |                      |                |              |                  |                  |                  |
| Passbook/Checking (not included in yield calculations) | 1,063,773.30         | 1,063,773.30         | 1,063,773.30         |                | 1            | 1                | 0.000            | 0.000            |
| <b>Total Cash and Investments</b>                      | <b>72,922,987.26</b> | <b>73,260,177.26</b> | <b>72,851,164.26</b> |                | <b>1,071</b> | <b>274</b>       | <b>1.000</b>     | <b>1.014</b>     |

| Total Earnings           | July 31 Month Ending | Fiscal Year To Date |
|--------------------------|----------------------|---------------------|
| Current Year             | 65,925.98            | 65,925.98           |
| Average Daily Balance    | 72,729,104.73        | 72,729,104.73       |
| Effective Rate of Return | 1.07%                | 1.07%               |

The above investments are consistent with the City's Investment Policy and allowable under current legislation of the State of California. Investments were selected using safety, liquidity and yield as the criteria. The source of the market values for the investments are provided by Union Bank of California in accordance with the California Government Code requirement. The City has sufficient cash flow to cover anticipated expenditures through the next six months.

James Goins, Director of Finance/Treasurer 9/4/2012

**City of Richmond  
Portfolio Management  
Portfolio Details - Investments  
July 31, 2012**

| CUSIP                                      | Investment # | Issuer                          | Average Balance      | Purchase Date | Par Value            | Market Value         | Book Value           | Stated Rate | S&P | YTM/C 365    | Days to Maturity | Maturity Date |
|--|--------------|---------------------------------|----------------------|---------------|----------------------|----------------------|----------------------|-------------|-----|--------------|------------------|---------------|
| <b>Local Agency Investment Funds</b>       |              |                                 |                      |               |                      |                      |                      |             |     |              |                  |               |
| 11-07-003                                  | 200676       | L.A.I.F. - TRAN                 |                      |               | 13.48                | 13.48                | 13.48                | 0.358       |     | 0.358        | 1                |               |
| 98-07-724                                  | 1000         | L.A.I.F. - City of Richmond     |                      |               | 10,618,076.87        | 10,618,076.87        | 10,618,076.87        | 0.358       |     | 0.358        | 1                |               |
| SYS200751                                  | 200751       | L.A.I.F. - Redevelopment        |                      |               | 61.68                | 61.68                | 61.68                | 0.358       |     | 0.358        | 1                |               |
|  |              | <b>Subtotal and Average</b>     | <b>12,128,917.55</b> |               | <b>10,618,152.03</b> | <b>10,618,152.03</b> | <b>10,618,152.03</b> |             |     | <b>0.358</b> | <b>1</b>         |               |
| <b>Money Markets</b>                       |              |                                 |                      |               |                      |                      |                      |             |     |              |                  |               |
| SYS200595                                  | 200595       | Torrey Pines/Alta Alliance      |                      |               | 438,231.82           | 438,231.82           | 438,231.82           | 0.150       |     | 0.152        | 1                |               |
| SYS200601                                  | 200601       | Cal Trust                       |                      |               | 301,244.27           | 301,244.27           | 301,244.27           | 0.380       |     | 0.385        | 1                |               |
| 1601111894                                 | 200581       | Wells Fargo Bank                |                      |               | 344,608.73           | 344,608.73           | 344,608.73           | 0.100       |     | 0.101        | 1                |               |
| SYS1030                                    | 1030         | Mechanics Bank                  |                      |               | 3,479,449.88         | 3,479,449.88         | 3,479,449.88         | 0.120       |     | 0.122        | 1                |               |
| 431114503                                  | 200534       | Union Bank of Calif. - Safekeep |                      |               | 6,350,132.79         | 6,350,132.79         | 6,350,132.79         |             |     | 0.000        | 1                |               |
|  |              | <b>Subtotal and Average</b>     | <b>5,927,056.98</b>  |               | <b>10,913,667.49</b> | <b>10,913,667.49</b> | <b>10,913,667.49</b> |             |     | <b>0.059</b> | <b>1</b>         |               |
| <b>Commercial Paper - Interest Bearing</b> |              |                                 |                      |               |                      |                      |                      |             |     |              |                  |               |
| 36982G5T7                                  | 200727       | General                         |                      | 02/01/2012    | 2,000,000.00         | 1,985,980.00         | 2,000,000.00         | 1.550       |     | 1.572        | 1,286            | 02/08/2016    |
|  |              | <b>Subtotal and Average</b>     | <b>2,000,000.00</b>  |               | <b>2,000,000.00</b>  | <b>1,985,980.00</b>  | <b>2,000,000.00</b>  |             |     | <b>1.572</b> | <b>1,286</b>     |               |
| <b>Federal Agency Issues - Coupon</b>      |              |                                 |                      |               |                      |                      |                      |             |     |              |                  |               |
| 31331G2Y4                                  | 200673       | Federal Farm Credit Bank        |                      | 11/05/2009    | 3,000,000.00         | 3,159,660.00         | 3,000,000.00         | 2.800       | AAA | 2.800        | 826              | 11/05/2014    |
| 313376ZG3                                  | 200726       | Federal Home Loan Bank          |                      | 02/23/2012    | 3,000,000.00         | 3,000,150.00         | 2,998,500.00         | 0.980       | AAA | 0.991        | 1,575            | 11/23/2016    |
| 313379EPO                                  | 200740       | Federal Home Loan Bank          |                      | 05/30/2012    | 3,000,000.00         | 2,991,570.00         | 2,998,500.00         | 1.170       | AAA | 1.271        | 29               | 05/30/2017    |
| 3134G25G3                                  | 200725       | Federal Home Loan Mortgage Cor  |                      | 11/21/2011    | 3,000,000.00         | 3,009,540.00         | 2,999,700.00         | 1.500       | AAA | 1.510        | 112              | 11/21/2016    |
| 31398AZ54                                  | 200698       | Federal National Mortgage Asso  |                      | 08/04/2010    | 3,000,000.00         | 3,156,720.00         | 2,998,950.00         | 2.150       | AAA | 2.157        | 1,098            | 08/04/2015    |
| 3136FPTL1                                  | 200713       | Federal National Mortgage Asso  |                      | 05/05/2011    | 3,000,000.00         | 3,009,870.00         | 2,935,977.00         | 1.500       | AAA | 2.981        | 89               | 10/29/2015    |
| 3136FRE74                                  | 200720       | Federal National Mortgage Asso  |                      | 08/01/2011    | 3,000,000.00         | 3,003,720.00         | 2,999,250.00         | 2.000       | AAA | 2.025        | 0                | 08/01/2016    |
| 3136FTME6                                  | 200724       | Federal National Mortgage Asso  |                      | 11/16/2011    | 3,000,000.00         | 3,009,960.00         | 2,999,700.00         | 1.550       | AAA | 1.560        | 107              | 11/16/2016    |
| 3136G0JX0                                  | 200737       | Federal National Mortgage Asso  |                      | 05/30/2012    | 3,000,000.00         | 3,004,050.00         | 2,999,400.00         | 1.250       | AAA | 1.270        | 302              | 05/30/2017    |
| 3136G0J88                                  | 200739       | Federal National Mortgage Asso  |                      | 05/30/2012    | 3,000,000.00         | 3,006,570.00         | 2,998,950.00         | 1.200       | AAA | 1.235        | 302              | 05/30/2017    |
| 3136GONC1                                  | 200743       | Federal National Mortgage Asso  |                      | 06/28/2012    | 3,000,000.00         | 2,997,480.00         | 2,999,250.00         | 0.750       | AAA | 0.775        | 331              | 06/28/2017    |
| 3136G0QG96                                 | 200744       | Federal National Mortgage Asso  |                      | 06/29/2012    | 2,000,000.00         | 2,000,420.00         | 2,000,000.00         | 1.125       | AAA | 1.125        | 331              | 06/28/2017    |
| 3135G0MNO                                  | 200745       | Federal National Mortgage Asso  |                      | 06/29/2012    | 3,000,000.00         | 3,001,500.00         | 3,000,000.00         | 1.125       | AAA | 1.125        | 331              | 06/28/2017    |
| 3136G0JUN9                                 | 200746       | Federal National Mortgage Asso  |                      | 07/26/2012    | 3,000,000.00         | 3,000,000.00         | 3,000,000.00         | 1.010       | AAA | 1.010        | 359              | 07/26/2017    |
|  |              | <b>Subtotal and Average</b>     | <b>43,539,193.13</b> |               | <b>41,000,000.00</b> | <b>41,351,210.00</b> | <b>40,928,177.00</b> |             |     | <b>1.568</b> | <b>416</b>       |               |

**City of Richmond**  
**Portfolio Management**  
**Portfolio Details - Investments**  
**July 31, 2012**

| CUSIP | Investment # | Issuer               | Average Balance | Purchase Date | Par Value     | Market Value  | Book Value    | Stated Rate | S&P | YTM/C 365 | Days to Maturity | Maturity Date |
|-------|--------------|----------------------|-----------------|---------------|---------------|---------------|---------------|-------------|-----|-----------|------------------|---------------|
| 1001  | 1001         | Mechanics Bank       |                 | 04/12/2006    | 7,327,394.44  | 7,327,394.44  | 7,327,394.44  | 0.140       |     | 0.140     | 1                |               |
|       |              | Subtotal and Average | 7,311,711.53    |               | 7,327,394.44  | 7,327,394.44  | 7,327,394.44  |             |     | 0.140     | 1                |               |
|       |              | Total and Average    | 72,729,104.73   |               | 71,859,213.96 | 72,196,403.96 | 71,787,390.96 |             |     | 1.014     | 274              |               |

Sweep Account

**City of Richmond  
Portfolio Management  
Portfolio Details - Cash  
July 31, 2012**

| CUSIP         | Investment # | Issuer                            | Average Balance      | Purchase Date | Par Value            | Market Value         | Book Value           | Stated Rate | S&P | YTM/C 365    | Days to Maturity |
|---------------|--------------|-----------------------------------|----------------------|---------------|----------------------|----------------------|----------------------|-------------|-----|--------------|------------------|
| Cash In Banks |              |                                   |                      |               |                      |                      |                      |             |     |              |                  |
| SYS200723     | 200723       | Mechanics Bank                    |                      | 07/01/2012    | 1,063,773.30         | 1,063,773.30         | 1,063,773.30         |             |     | 0.000        | 1                |
|               |              | <b>Average Balance</b>            | <b>0.00</b>          |               |                      |                      |                      |             |     |              | <b>1</b>         |
|               |              | <b>Total Cash and Investments</b> | <b>72,729,104.73</b> |               | <b>72,922,987.26</b> | <b>73,260,177.26</b> | <b>72,851,164.26</b> |             |     | <b>1.014</b> | <b>274</b>       |

**CITY OF RICHMOND  
CASH BALANCES BY FUND  
JULY 2012**

|                                     |                                | <u>JULY 2012</u> |                     |
|-------------------------------------|--------------------------------|------------------|---------------------|
| <u>FUND</u>                         | <u>FUND DESCRIPTION</u>        | <u>AMOUNT</u>    | <u>TOTAL</u>        |
| <b><u>GENERAL FUND</u></b>          |                                |                  |                     |
| 0001                                | GENERAL FUND                   | 38,103,039.74    | 38,103,039.74       |
| <b><u>SPECIAL REVENUE FUNDS</u></b> |                                |                  |                     |
| 1001                                | SECURED PENSION OVERRIDE       | 1,212,097.63     |                     |
| 1002                                | STATE GAS TAX                  | 3,944,693.12     |                     |
| 1003                                | PARATRANSIT OPERATIONS         | (421,793.80)     |                     |
| 1004                                | ASSET SEIZURE FUND             | 291,752.62       |                     |
| 1005                                | LIBRARY FUND                   | 637,114.47       |                     |
| 1006                                | OUTSIDE FUNDED SVCS - GRANTS   | 608,500.07       |                     |
| 1007                                | EMERGENCY MED SERV             | 163,900.32       |                     |
| 1008                                | PT MOLATE SEC & MAINT          | (381,626.91)     |                     |
| 1009                                | VEOLIA MITIGATION              | 58,454.33        |                     |
| 1010                                | N.RICHMOND WASTE               | (154,729.30)     |                     |
| 1011                                | OUTSIDE FUNDED SVCS - DONATION | 39,300.68        |                     |
| 1012                                | HILLTOP LANDSCAPE MAINT DIST   | 759,180.15       |                     |
| 1013                                | HAZMAT FUND                    | 342,691.67       |                     |
| 1015                                | MARINA BAY LNDSCP & LIGHT DIST | 686,275.99       |                     |
| 1050                                | CR-PLANNING & BUILDING         | (4,309,223.93)   |                     |
| 1051                                | CR-ENGINEERING                 | 663,857.98       |                     |
| 1053                                | CR-CODE ENFORCEMENT            | (2,341,505.12)   |                     |
| 1054                                | ENGINEERING GRANTS             | (975,243.49)     |                     |
| 1201                                | CDBG                           | 1,777,671.63     |                     |
| 1202                                | HOME PROGRAM                   | (567,550.61)     |                     |
| 1203                                | NEIGHBORHOOD STABILIZATION     | (1,078,285.09)   |                     |
| 1204                                | CDBG RECOVERY                  | 14,151.56        |                     |
| 1205                                | EMPLOYMENT & TRAINING          | 186,169.34       |                     |
| 1206                                | CDBG HOMELESS PREV RAPID RESP  | -                |                     |
|                                     |                                |                  | <u>1,155,853.31</u> |



| <u>FUND</u>                            | <u>FUND DESCRIPTION</u>      | <u>AMOUNT</u> | <u>TOTAL</u>  |
|--|------------------------------|---------------|---------------|
| <b><u>INTERNAL SERVICE FUNDS</u></b>   |                              |               |               |
| 5001                                   | INSURANCE RESERVES           | 24,509,263.31 |               |
| 5002                                   | INFORMATION TECHNOLOGY       | 2,846.93      |               |
| 5003                                   | EQUIPMENT SERVICES           | 1,308,776.31  |               |
| 5004                                   | FACILITIES MANAGEMENT        | (1,906.93)    |               |
| 5005                                   | CAD DISPATCH SYSTEM          | 610,849.94    |               |
| 5006                                   | RMS RECORDS SERVICES         | 205,956.27    |               |
| 5007                                   | 800 MHZ TELECOM SYSTEM       | 6,468.34      | 26,642,254.17 |
| <b><u>TRUST &amp; AGENCY FUNDS</u></b> |                              |               |               |
| 6001                                   | GENERAL TRUST & AGENCY       | 674,198.65    |               |
| 6002                                   | JOHNSON TRUST                | 10,070.52     |               |
| 6003                                   | CUBA FRIENDSHIP              | 1,951.76      |               |
| 6004                                   | COMMISSION ON AGING          | 34,726.33     |               |
| 6005                                   | SEAVER GALLERY TRUST FUND    | 133,391.45    |               |
| 6006                                   | POLICE GENERAL TRUST         | 1,130,172.90  |               |
| 6007                                   | SENIOR TRUST DEPOSIT         | 40,465.99     |               |
| 6049                                   | PT MOLATE NAVY GRANT         | 21,498,335.15 |               |
| 6050                                   | GENERAL PENSION FUND         | 716,477.51    |               |
| 6051                                   | POLICE & FIRE PENSION        | 15,362,550.72 |               |
| 6052                                   | GARFIELD PENSION FUND        | 245,377.00    |               |
| 6054                                   | CUTTING CANAL A.D. 8         | -             |               |
| 6055                                   | HILLTOP REDEMPTION F         | -             |               |
| 6056                                   | SAN PABLO 854 ASSES          | 247,693.30    |               |
| 6057                                   | HARBOR NAVIGATION IM         | 584,313.94    |               |
| 6058                                   | MARINA WESTSHORE DEB         | 490,288.23    |               |
| 6059                                   | COUNTRY CLUB VISTA           | 1,496,477.83  |               |
| 6060                                   | REASSESSMENT DISTRICT 2003-1 | 2,625,112.39  |               |
| 6999                                   | PAYROLL LIABILITIES FUND     | 506,666.85    | 45,798,270.52 |
| 9999                                   | TREASURER'S FUND -           | 77,391.49     | 77,391.49     |

| <u>FUND</u>                    | <u>FUND DESCRIPTION</u>    | <u>AMOUNT</u>  | <u>TOTAL</u> |
|--------------------------------|----------------------------|----------------|--------------|
| <b>SUCCESSOR AGENCY - RCRA</b> |                            |                |              |
| 7001                           | COR SUCCESSOR AGENCY ADMIN | 7,871,916.25   |              |
| 7101                           | RCRA ADMIN                 | (806,223.67)   |              |
| 7102                           | HSNG ADMIN                 | (546,020.74)   |              |
| 7201                           | CIP/RCRA                   | (3,429,938.01) |              |
| 7202                           | CIP/HSNG                   | 1,562,788.37   |              |
| 7203                           | CIP/HENSLY                 | 55,194.93      |              |
| 7204                           | CIP/DTOWN                  | 745,458.57     |              |
| 7205                           | CIP/HAR11A                 | 1,859,100.62   |              |
| 7206                           | CIP/L-MHSG                 | 1,028,068.42   |              |
| 7207                           | CIP/JP-00A                 | 690,225.30     |              |
| 7208                           | CIP/JP-00B                 | 1,068,532.34   |              |
| 7209                           | CIP/DTOWN                  | (150,257.68)   |              |
| 7310                           | CIP/HAR11A                 | 5,364,590.81   |              |
| 7312                           | CIP/2003B                  | 308,258.89     |              |
| 7313                           | CIP/04A-RA                 | 1,641,033.07   |              |
| 7314                           | CIP/04A-HS                 | 816,915.42     |              |
| 7315                           | CIP/04B-HS                 | 1,171,334.09   |              |
| 7316                           | CIP/07A-BD                 | 8,813,107.26   |              |
| 7317                           | CIP/07B-BD                 | 6,114,244.66   |              |
| 7401                           | DS/ESTSHRE                 | 38,850.32      |              |
| 7402                           | DS/POTRERO                 | 56,151.38      |              |
| 7403                           | DS/PILOT                   | 632,142.51     |              |
| 7404                           | DS/HENSLEY                 | 128.20         |              |
| 7405                           | DS/DTOWN                   | 42,219.45      |              |
| 7406                           | DS/GALVIN                  | 146,277.27     |              |
| 7407                           | DS/NEVIN                   | 14,082.82      |              |
| 7408                           | DS/N-RCHD                  | 50,806.60      |              |
| 7409                           | DS/HRBR DS                 | 465,389.98     |              |
| 7510                           | DS/91HRBR                  | 79,807.63      |              |
| 7511                           | DS/98HRBR                  | 1,313,542.32   |              |
| 7512                           | DS/6AHRBR                  | 62,942.94      |              |
| 7513                           | DS/WF02LN                  | (502,941.56)   |              |
| 7601                           | 2003A DEBT                 | 554,606.41     |              |
| 7602                           | 2003B DEBT                 | 621,405.16     |              |
| 7603                           | 2004A DEBT                 | 2,658,981.45   |              |
| 7604                           | 2000A DEBT                 | 1,906,522.60   |              |

| <u>FUND</u>                              | <u>FUND DESCRIPTION</u> | <u>AMOUNT</u>         | <u>TOTAL</u>          |
|--|-------------------------|-----------------------|-----------------------|
| 7701                                     | 2004A HSNG              | 1,683,699.59          |                       |
| 7702                                     | 2004B HSNG              | 194,192.59            |                       |
| 7703                                     | 2007B HSNG              | 938,339.41            | 45,135,475.97         |
| <b><u>RICHMOND HOUSING AUTHORITY</u></b> |                         |                       |                       |
| 8101                                     | RHA - CONVENTIONAL FUND | (7,671,080.75)        | (7,671,080.75)        |
| <b>TOTAL CASH</b>                        |                         |                       |                       |
|  |                         | <b>207,441,431.47</b> | <b>207,441,431.47</b> |