



**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:** November 13, 2012

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

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



**City of Richmond  
Portfolio Management  
Portfolio Summary  
September 30, 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	1,118,090.35	1,118,090.35	1,118,090.35	2.15	1	1	0.343	0.348
Money Markets	1,796,212.35	1,796,212.35	1,796,212.35	3.45	1	1	0.146	0.148
Commercial Paper - Interest Bearing	2,000,000.00	1,990,520.00	2,000,000.00	3.84	1,468	1,225	1.550	1.572
Federal Agency Issues - Coupon	45,000,000.00	45,427,145.00	44,927,927.00	86.34	1,808	409	1.424	1.443
Sweep Account	2,196,121.41	2,196,121.41	2,196,121.41	4.22	1	1	0.079	0.080
<b>Investments</b>	<b>52,110,424.11</b>	<b>52,528,089.11</b>	<b>52,038,351.11</b>	<b>100.00%</b>	<b>1,617</b>	<b>400</b>	<b>1.304</b>	<b>1.323</b>

<b>Cash</b>								
Passbook/Checking (not included in yield calculations)	100,000.00	100,000.00	100,000.00		1	1	0.000	0.000
<b>Total Cash and Investments</b>	<b>52,210,424.11</b>	<b>52,628,089.11</b>	<b>52,138,351.11</b>		<b>1,617</b>	<b>400</b>	<b>1.304</b>	<b>1.323</b>

Total Earnings	September 30 Month Ending	Fiscal Year To Date
Current Year	56,071.31	179,771.60
<b>Average Daily Balance</b>	<b>57,962,904.11</b>	<b>67,049,672.79</b>
<b>Effective Rate of Return</b>	<b>1.18%</b>	<b>1.06%</b>

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 11-15-12

**City of Richmond  
Portfolio Management  
Portfolio Details - Investments  
September 30, 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	0.348		0.348	1	
98-07-724	1000	L.A.I.F. - City of Richmond			1,118,076.87	1,118,076.87	1,118,076.87	0.348		0.348	1	
SYS200751	200751	L.A.I.F. - Redevelopment			0.00	0.00	0.00	0.348		0.348	1	
		<b>Subtotal and Average</b>	<b>1,118,145.96</b>		<b>1,118,090.35</b>	<b>1,118,090.35</b>	<b>1,118,090.35</b>			<b>0.348</b>	<b>1</b>	
<b>Money Markets</b>												
SYS200595	200595	Torrey Pines/Alta Alliance			438,338.09	438,338.09	438,338.09	0.150		0.152	1	
SYS200601	200601	Cal Trust			301,439.78	301,439.78	301,439.78	0.380		0.385	1	
1601111894	200581	Wells Fargo Bank			344,666.32	344,666.32	344,666.32	0.100		0.101	1	
SYS1030	1030	Mechanics Bank			479,669.17	479,669.17	479,669.17	0.100		0.101	1	
431114503	200534	Union Bank of Calif - Safekeep			232,098.99	232,098.99	232,098.99			0.000	1	
		<b>Subtotal and Average</b>	<b>1,872,246.69</b>		<b>1,796,212.35</b>	<b>1,796,212.35</b>	<b>1,796,212.35</b>			<b>0.148</b>	<b>1</b>	
<b>Commercial Paper - Interest Bearing</b>												
36962G5T7	200727	General		02/01/2012	2,000,000.00	1,990,520.00	2,000,000.00	1.550		1.572	1,225	02/08/2016
		<b>Subtotal and Average</b>	<b>2,000,000.00</b>		<b>2,000,000.00</b>	<b>1,990,520.00</b>	<b>2,000,000.00</b>			<b>1.572</b>	<b>1,225</b>	
<b>Federal Agency Issues - Coupon</b>												
31331G2Y4	200673	Federal Farm Credit Bank		11/05/2009	3,000,000.00	3,155,940.00	3,000,000.00	2.800	AAA	2.800	765	11/05/2014
313376ZG3	200726	Federal Home Loan Bank		02/23/2012	3,000,000.00	3,000,060.00	2,998,500.00	0.980	AAA	0.991	1,514	11/23/2016
3134G25G3	200725	Federal Home Loan Mortgage Cor		11/21/2011	3,000,000.00	3,007,290.00	2,998,700.00	1.500	AAA	1.510	51	11/21/2016
3134G3ZM5	200748	Federal Home Loan Mortgage Cor		08/01/2012	2,500,000.00	2,504,775.00	2,500,000.00	1.070	AAA	1.070	123	08/01/2017
3134G3ZR4	200750	Federal Home Loan Mortgage Cor		08/07/2012	2,500,000.00	2,505,850.00	2,497,500.00	1.000	AAA	1.051	675	08/07/2017
31398AZ54	200698	Federal National Mortgage Asso		08/04/2010	3,000,000.00	3,164,160.00	2,998,950.00	2.150	AAA	2.157	1,037	08/04/2015
3138FPTL1	200713	Federal National Mortgage Asso		05/05/2011	3,000,000.00	3,004,920.00	2,935,977.00	1.500	AAA	2.981	28	10/29/2015
3136FTIME6	200724	Federal National Mortgage Asso		11/16/2011	3,000,000.00	3,007,290.00	2,999,700.00	1.550	AAA	1.580	46	11/16/2016
3136G0JX0	200737	Federal National Mortgage Asso		05/30/2012	3,000,000.00	3,013,500.00	2,999,400.00	1.250	AAA	1.270	241	05/30/2017
3136G0JB8	200739	Federal National Mortgage Asso		05/30/2012	3,000,000.00	3,013,860.00	2,998,950.00	1.200	AAA	1.235	241	05/30/2017
3138GONC1	200743	Federal National Mortgage Asso		06/28/2012	3,000,000.00	3,008,070.00	2,999,250.00	0.750	AAA	0.775	270	06/28/2017
3136G0QG96	200744	Federal National Mortgage Asso		06/29/2012	2,000,000.00	2,004,740.00	2,000,000.00	1.125	AAA	1.125	270	06/28/2017
3135G0MND	200745	Federal National Mortgage Asso		06/29/2012	3,000,000.00	3,015,120.00	3,000,000.00	1.125	AAA	1.125	270	06/28/2017
3136G0JN9	200746	Federal National Mortgage Asso		07/26/2012	3,000,000.00	3,005,820.00	3,000,000.00	1.010	AAA	1.010	298	07/26/2017
3135G0MWO	200747	Federal National Mortgage Asso		08/09/2012	2,500,000.00	2,507,875.00	2,500,000.00	1.050	AAA	1.050	312	08/09/2017
3135G0MWO	200749	Federal National Mortgage Asso		08/09/2012	2,500,000.00	2,507,875.00	2,500,000.00	1.050	AAA	1.050	312	08/09/2017

Portfolio CITY  
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**City of Richmond  
Portfolio Management  
Portfolio Details - Investments  
September 30, 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>Subtotal and Average</b>	<b>46,127,327.00</b>		<b>45,000,000.00</b>	<b>45,427,145.00</b>	<b>44,927,927.00</b>			<b>1.443</b>	<b>409</b>	
	1001	Mechanics Bank		04/12/2006	2,196,121.41	2,196,121.41	2,196,121.41	0.080		0.080	1	
		<b>Subtotal and Average</b>	<b>5,479,333.34</b>		<b>2,196,121.41</b>	<b>2,196,121.41</b>	<b>2,196,121.41</b>			<b>0.080</b>	<b>1</b>	
		<b>Total and Average</b>	<b>57,982,904.11</b>		<b>52,110,424.11</b>	<b>52,528,089.11</b>	<b>52,038,351.11</b>			<b>1.323</b>	<b>400</b>	

**Sweep Account**

**City of Richmond  
Portfolio Management  
Portfolio Details - Cash  
September 30, 2012**

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	S&P	YTM/C 365	Days to Maturity
<b>Cash In Banks</b>											
SYS200723	200723	Mechanics Bank		07/01/2012	100,000.00	100,000.00	100,000.00			0.000	1
		<b>Average Balance</b>	<b>0.00</b>								<b>1</b>
		<b>Total Cash and Investments</b>	<b>57,962,904.11</b>		<b>52,210,424.11</b>	<b>52,628,089.11</b>	<b>52,138,351.11</b>			<b>1.323</b>	<b>400</b>

City of Richmond  
 Investment Report for SEPTEMBER 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

\$52,138,351.11  
 52,628,089.11  
 489,738.00  
 0.93%

	%	Amount
Federal Agency Securities	86.17%	44,927,927.00
Money Market	3.64%	1,896,212.35
LAIIF	2.14%	1,118,090.35
Commercial Paper	3.84%	2,000,000.00
Sweep Account	4.21%	2,196,121.41
	100.00%	52,138,351.11

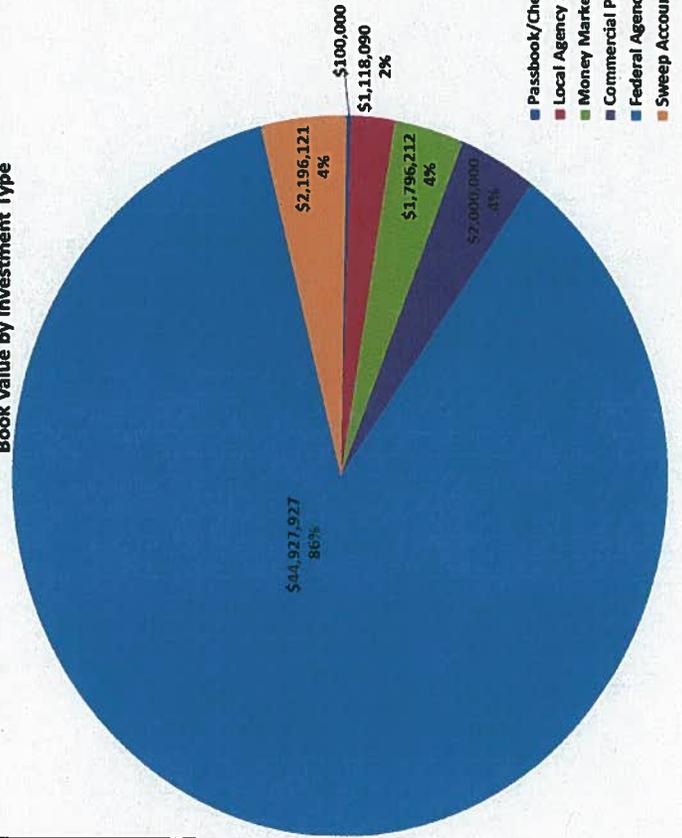
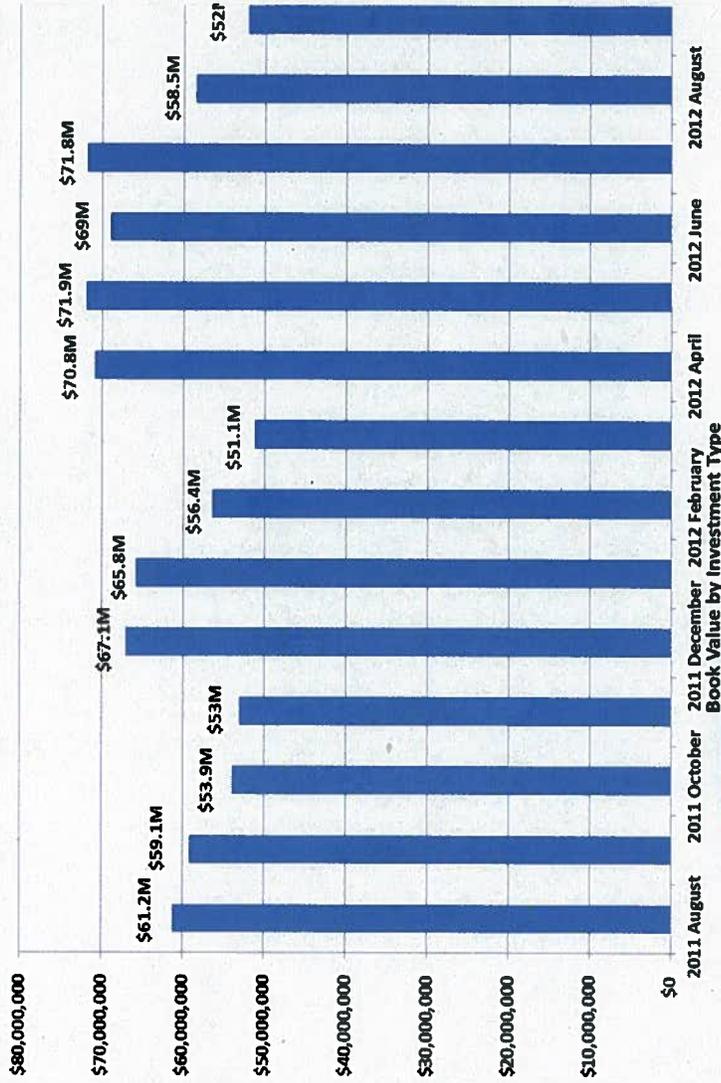
**Cash Summary:**

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

52,138,351.11  
 110,976,577.97  
 1,778,506.24  
 14,111,922.78  
 179,005,358.10

179,005,358.10

Book Value History



- Passbook/Checking - No Yield Totals
- Local Agency Investment Funds
- Money Markets
- Commercial Paper - Interest Bearing
- Federal Agency Issues - Coupon
- Sweep Account



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

		<u>SEPTEMBER 2012</u>	
<u>FUND</u>	<u>FUND DESCRIPTION</u>	<u>AMOUNT</u>	<u>TOTAL</u>
<b><u>GENERAL FUND</u></b>			
0001	GENERAL FUND	25,403,799.95	25,403,799.95
<b><u>SPECIAL REVENUE FUNDS</u></b>			
1001	SECURED PENSION OVERRIDE	1,214,339.00	
1002	STATE GAS TAX	3,309,380.70	
1003	PARATRANSIT OPERATIONS	(671,687.06)	
1004	ASSET SEIZURE FUND	325,392.54	
1005	LIBRARY FUND	660,980.13	
1006	OUTSIDE FUNDED SVCS - GRANTS	443,902.88	
1007	EMERGENCY MED SERV	161,005.56	
1008	PT MOLATE SEC & MAINT	(364,758.04)	
1009	VEOLIA MITIGATION	64,805.29	
1010	N.RICHMOND WASTE	367,617.68	
1011	OUTSIDE FUNDED SVCS - DONATION	39,365.20	
1012	HILLTOP LANDSCAPE MAINT DIST	610,046.96	
1013	HAZMAT FUND	338,692.39	
1014	EDA GRANT FUND	166,362.29	*
1015	MARINA BAY LNDSCP & LIGHT DIST	553,061.29	
1050	CR-PLANNING & BUILDING	(5,191,392.83)	
1051	CR-ENGINEERING	937,870.79	
1053	CR-CODE ENFORCEMENT	(3,114,589.10)	
1054	ENGINEERING GRANTS	(1,162,982.79)	
1201	CDBG	825,810.60	
1202	HOME PROGRAM	475,726.14	
1203	NEIGHBORHOOD STABILIZATION	(352,208.24)	
1204	CDBG RECOVERY	14,151.56	
1205	EMPLOYMENT & TRAINING	819,268.89	
1206	CDBG HOMELESS PREV RAPID RESP	(30,056.31)	
1208	SUCCESSOR HOUSING AGENCY	24,986.87	*
1209	CAL-HOME GRANT FUND	(606,016.18)	*
			(140,923.79)

<u>FUND</u>	<u>FUND DESCRIPTION</u>	<u>AMOUNT</u>	<u>TOTAL</u>
<b><u>CAPITAL PROJECT FUNDS</u></b>			
2001	GENERAL CAPITAL FUND	3,837,181.49	
2002	MEASURE J	789,455.63	
2003	CIP LSE REV BOND 01	606,937.47	
2004	CIVIC CENTER	964,956.46	
2006	PARKS FUND	(1,038,081.77)	
2007	HARBOR FUND	1,087,257.74	
2008	TRANSPORTATION FUND	41,254.78	
2009	STATE HIGHWAY FUND	671,299.97	
2110	IMPACT FEE - PARKS	1,808,400.02	
2111	IMPACT FEE - TRAFFIC	(2,860,659.79)	
2113	IMPACT FEE - FIRE	47,903.08	
2114	IMPACT FEE - POLICE	121,002.12	
2115	IMPACT FEE - COMM/AQUATC	190,128.91	
2116	IMPACT FEE - PARKS/OPEN	(660,401.63)	
2117	IMPACT FEE - LIBRARY	205,130.29	
2118	IMPACT FEE - HILLTOP	(2,127.50)	
2119	IMPACT FEE - STORM DRAINAGE	(183,588.29)	5,626,048.98
<b><u>DEBT SERVICE FUNDS</u></b>			
3001	DS - 2005 TAXABLE POB	226,024.81	
3002	DS - 99A PENSION OBLIG BOND	(7,666.71)	
3003	DS - 95A SER REV RFDG BDS	733,878.42	
3005	DS-2007 REFNDING&CVC CTR	(1,143,595.56)	(191,359.04)
<b><u>ENTERPRISE FUNDS</u></b>			
4001	PORT OF RICHMOND	7,098,838.20	
4003	WASTEWATER	32,801,339.54	
4005	MARINA	2,645,496.49	
4006	STORMWATER	(2,103,880.28)	
4008	KCRT - CABLE TELEVIS	181,799.95	40,623,593.90

<u>FUND</u>	<u>FUND DESCRIPTION</u>	<u>AMOUNT</u>	<u>TOTAL</u>
<b><u>INTERNAL SERVICE FUNDS</u></b>			
5001	INSURANCE RESERVES	24,317,582.71	
5002	INFORMATION TECHNOLOGY	25.00	
5003	EQUIPMENT SERVICES	1,402,325.50	
5004	FACILITIES MANAGEMENT	(1,633.12)	
5005	CAD DISPATCH SYSTEM	297,825.24	
5006	RMS RECORDS SERVICES	156,549.00	
5007	800 MHZ TELECOM SYSTEM	6,488.13	26,179,162.46
<b><u>TRUST &amp; AGENCY FUNDS</u></b>			
6001	GENERAL TRUST & AGENCY	46,840.82	
6002	JOHNSON TRUST	10,087.01	
6003	CUBA FRIENDSHIP	1,954.96	
6004	COMMISSION ON AGING	34,432.80	
6005	SEAVER GALLERY TRUST FUND	203,414.72	
6006	POLICE GENERAL TRUST	1,058,451.94	
6007	SENIOR TRUST DEPOSIT	34,524.30	
6049	PT MOLATE NAVY GRANT	21,092,879.86	
6050	GENERAL PENSION FUND	628,444.27	
6051	POLICE & FIRE PENSION	14,898,675.34	
6052	GARFIELD PENSION FUND	231,364.71	
6056	SAN PABLO 854 ASSES	248,098.71	
6057	HARBOR NAVIGATION IM	584,755.42	
6058	MARINA WESTSHORE DEB	835,199.00	
6059	COUNTRY CLUB VISTA	1,497,472.75	
6060	REASSESSMENT DISTRICT 2003-1	2,627,209.25	
6999	PAYROLL LIABILITIES FUND	3,943,442.51	47,977,248.37
9999	TREASURER'S FUND -	3,000.00	3,000.00



<u>FUND</u>	<u>FUND DESCRIPTION</u>	<u>AMOUNT</u>	<u>TOTAL</u>
7701	2004A HSNG	1,688,171.95	
7702	2004B HSNG	194,639.53	
7703	2007B HSNG	938,339.41	
7996	CO-07A&10A TARBS RS-TMP 01.31	2,471,065.76 *	
7997	CO-07B TARBS-HSNG RS-TMP 01.31	2,671,933.45 *	41,536,318.09
<b><u>RICHMOND HOUSING AUTHORITY</u></b>			
8101	RHA - CONVENTIONAL FUND	(8,011,530.82)	(8,011,530.82)
<b>TOTAL CASH</b>			
		<b>179,005,358.10</b>	<b>179,005,358.10</b>

\* - New Funds created in September 2012