



**Finance Department – Treasury Division**

**MEMORANDUM**

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

**From: Belinda Brown, Finance Director/Treasurer**

**Date: January 14, 2020**

**Subject: MONTHLY CASH BALANCES & INVESTMENT REPORT –  
November 2019**

**Enclosed for your information are the Investment Report, Portfolio Summary, and Comparative Cash Report for the month of November 2019 prepared by the City Treasurer pursuant to the statutory requirements of the State of California.**

City of Richmond  
Investment Report for November 2019  
Pooled Investment Portfolio Analysis  
UNAUDITED

**Investment Composition:**

Book Value of Investments Held	74,789,473.96
Market Value of Investments Held	74,789,473.96
Unrealized Gain (Loss) - amount	-
Unrealized Gain (Loss) - percentage	0.00%

	%	Book Value
Federal Agency Securities	0.00%	-
Money Market	65.36%	48,885,293.57
Local Agency Investment Fund (LAIF)	34.64%	25,904,180.39
Certificates of Deposit	0.00%	-
<b>Total Investments Held</b>	<b>100.00%</b>	<b>74,789,473.96</b>

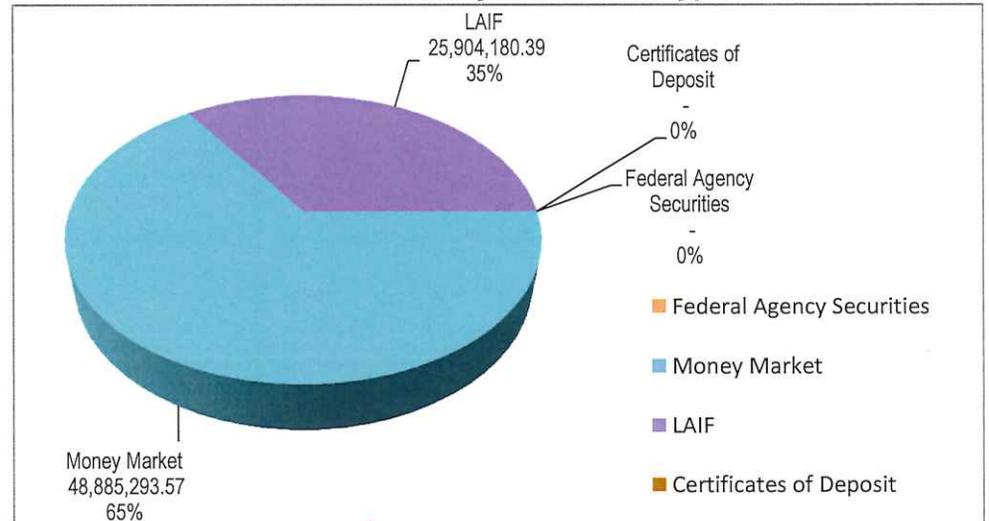
**Book Value History**  
(in millions)



**Cash Summary:**

Pooled Investments (Unrestricted)	<u>74,789,473.96</u>
Fiscal Agent & Other Restricted Investments:	
City	52,238,822.79
Successor Agency to the RCRA	26,455,138.98
Total Fiscal Agent & Other Investments	<u>78,693,961.77</u>
Checking Accounts & Other Activity	<u>13,005,633.24</u>
<b>Total Cash Balance ( Fund detail attached)</b>	<b><u>166,489,068.97</u></b>

**Book Value by Investment Type**





**City of Richmond  
Portfolio Management  
Portfolio Summary  
November 30, 2019**

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

<b>Investments</b>	<b>Par Value</b>	<b>Market Value</b>	<b>Book Value</b>	<b>% of Portfolio</b>	<b>Term</b>	<b>Days to Maturity</b>	<b>YTM/C 360 Equiv.</b>	<b>YTM/C 365 Equiv.</b>
Local Agency Investment Funds	25,904,180.39	25,904,180.39	25,904,180.39	34.64	1	1	2.074	2.103
Money Markets	48,885,293.57	48,885,293.57	48,885,293.57	65.36	1	1	1.890	1.916
<b>Investments</b>	<b>74,789,473.96</b>	<b>74,789,473.96</b>	<b>74,789,473.96</b>	<b>100.00%</b>	<b>1</b>	<b>1</b>	<b>1.954</b>	<b>1.981</b>
<b>Cash</b>								
Passbook/Checking (not included in yield calculations)	8,863,947.02	8,863,947.02	8,863,947.02		1	1	0.000	0.000
<b>Total Cash and Investments</b>	<b>83,653,420.98</b>	<b>83,653,420.98</b>	<b>83,653,420.98</b>		<b>1</b>	<b>1</b>	<b>1.954</b>	<b>1.981</b>

<b>Total Earnings</b>	<b>November 30 Month Ending</b>
Current Year	133,329.72
<b>Average Daily Balance</b>	<b>92,598,811.27</b>
<b>Effective Rate of Return</b>	<b>1.75%</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.

  
 Belinda Brown, Director of Finance/Treasurer 12-18-19

**City of Richmond  
Portfolio Management  
Portfolio Details - Investments  
November 30, 2019**

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			0.00	0.00	0.00	0.278		0.278	1	
98-07-724	1000	L.A.I.F. - City of Richmond			25,904,180.39	25,904,180.39	25,904,180.39	2.103		2.103	1	
<b>Subtotal and Average</b>			<b>29,954,180.39</b>		<b>25,904,180.39</b>	<b>25,904,180.39</b>	<b>25,904,180.39</b>			<b>2.103</b>	<b>1</b>	
<b>Money Markets</b>												
SYS200595	200595	Torrey Pines/Alta Alliance			0.00	0.00	0.00	0.200		0.203	1	
SYS200602	200810	CALTRUST TRAN			0.00	0.00	0.00	0.510		0.517	1	
SYS200601	200601	Cai Trust			48,885,293.57	48,885,293.57	48,885,293.57	1.890		1.916	1	
1601111894	200581	Wells Fargo Bank			0.00	0.00	0.00	0.100		0.101	1	
431114503	200534	Union Bank of Calif - Safekeep		07/01/2015	0.00	0.00	0.00			0.000	1	
<b>Subtotal and Average</b>			<b>48,811,711.10</b>		<b>48,885,293.57</b>	<b>48,885,293.57</b>	<b>48,885,293.57</b>			<b>1.916</b>	<b>1</b>	
<b>Total and Average</b>			<b>92,598,811.27</b>		<b>74,789,473.96</b>	<b>74,789,473.96</b>	<b>74,789,473.96</b>			<b>1.981</b>	<b>1</b>	

**City of Richmond  
Portfolio Management  
Portfolio Details - Cash  
November 30, 2019**

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			8,863,947.02	8,863,947.02	8,863,947.02			0.000	1
		<b>Average Balance</b>	<b>0.00</b>								<b>1</b>
		<b>Total Cash and Investments</b>	<b>92,598,811.27</b>		<b>83,653,420.98</b>	<b>83,653,420.98</b>	<b>83,653,420.98</b>			<b>1.981</b>	<b>1</b>

**City of Richmond  
Portfolio Management  
Investment Status Report - Investments  
November 30, 2019**

CUSIP	Investment #	Issuer	Par Value	Stated Rate	Maturity Date	Purchase Date	YTM/C 360	YTM/C 365	Payment Dates	Accrued Interest At Purchase	Current Principal	Book Value
<b>Local Agency Investment Funds</b>												
11-07-003	200676	L-TRAN	0.00	0.278			0.274	0.278	11/30 - Quarterly		0.00	0.00
98-07-724	1000	LAIF	25,904,180.39	2.103			2.074	2.103	07/01 - Quarterly		25,904,180.39	25,904,180.39
<b>Local Agency Investment Funds Totals</b>			<b>25,904,180.39</b>				<b>2.074</b>	<b>2.103</b>		<b>0.00</b>	<b>25,904,180.39</b>	<b>25,904,180.39</b>
<b>Money Markets</b>												
SYS200595	200595	ALTA	0.00	0.200			0.200	0.203	07/01 - Monthly		0.00	0.00
SYS200602	200810	CALTR-	0.00	0.510			0.510	0.517	12/01 - Monthly		0.00	0.00
SYS200601	200601	CALTRU	48,885,293.57	1.890			1.890	1.916	07/01 - Monthly		48,885,293.57	48,885,293.57
1601111894	200581	GRBAY	0.00	0.100			0.100	0.101	07/01 - Monthly		0.00	0.00
431114503	200534	UBOC	0.00			07/01/2015	0.000	0.000	08/01 - Monthly		0.00	0.00
<b>Money Markets Totals</b>			<b>48,885,293.57</b>				<b>1.890</b>	<b>1.916</b>		<b>0.00</b>	<b>48,885,293.57</b>	<b>48,885,293.57</b>
<b>Investment Totals</b>			<b>74,789,473.96</b>				<b>1.954</b>	<b>1.981</b>		<b>0.00</b>	<b>74,789,473.96</b>	<b>74,789,473.96</b>

**City of Richmond  
Portfolio Management  
Investment Status Report - Cash  
November 30, 2019**

CUSIP	Investment #	Issuer	Par Value	Stated Rate	Maturity Date	Purchase Date	YTM/C 360	YTM/C 365	Payment Dates	Accrued Interest At Purchase	Current Principal	Book Value
<b>Cash In Banks</b>												
SYS200723	200723	MECHBK	8,863,947.02				0.000	0.000	07/31 - Monthly		8,863,947.02	8,863,947.02
<b>Cash Totals</b>			<b>8,863,947.02</b>							<b>0.00</b>	<b>8,863,947.02</b>	<b>8,863,947.02</b>
<b>Total Cash and Investments</b>			<b>83,653,420.98</b>				<b>1.954</b>	<b>1.981</b>		<b>0.00</b>	<b>83,653,420.98</b>	<b>83,653,420.98</b>

CITY OF RICHMOND  
CASH BALANCES BY FUND  
COMPARATIVE REPORT - NOVEMBER 2018 AND NOVEMBER 2019

FUND	FUND DESCRIPTION	NOVEMBER 2018 FUND BALANCE	NOVEMBER 2018 TOTAL	NOVEMBER 2019 FUND BALANCE	NOVEMBER 2019 TOTAL	% of Change
<b>GENERAL FUND</b>						
0001	GENERAL FUND	17,152,206.31		3,742,565.18		
<i>General Fund Total</i>			17,152,206.31		3,742,565.18	-78.2%
<b>SPECIAL REVENUE FUNDS</b>						
1001	SECURED PENSION OVERRIDE	-		(9,625,147.48)		
1002	STATE GAS TAX	(696,369.57)		140,010.77		
1003	TRANSPORTATION OPERATIONS	(2,587,945.83)		(2,863,942.22)		
1004	ASSET SEIZURE FUND	357,093.96		335,409.39		
1005	LIBRARY FUND	540,829.05		461,652.31		
1006	OUTSIDE FUNDED SVCS - GRANTS	(143,831.48)		317,109.97		
1007	EMERGENCY MED SERV	407,103.74		300,718.17		
1008	PT MOLATE SEC & MAINT	-		-		
1009	VEOLIA MITIGATION	195,849.46		209,786.03		
1010	N.RICHMOND WASTE	46,197.45		46,287.68		
1011	OUTSIDE FUNDED SVCS - DONATION	6,578.91		6,626.66		
1012	HILLTOP LANDSCAPE MAINT DIST	474,177.18		(44,199.94)		
1013	HAZMAT FUND	(28,098.51)		(1,043.84)		
1014	EDA GRANT FUND	262,901.61		325,294.11		
1015	MARINA BAY LNDSKP & LIGHT DIST	919,000.47		658,829.43		
1016		-		-		
1017	CHEVRON MODERNIZATION PROJECT	15,632,981.55		14,156,468.47		
1018	RENT CONTROL	125,341.41		1,441,342.35		
1019	GAS TAX SEC 201	556,713.24		923,857.40		
1050	CR-PLANNING & BUILDING	4,636,671.23		3,471,949.48		
1051	CR-ENGINEERING	(2,959,041.15)		(3,120,160.62)		
1053	CR-CODE ENFORCEMENT	(242,620.39)		(247,885.20)		
1054	ENGINEERING GRANTS	1,339,527.14		(68,294.31)		
1055	ENCROACHMENT SERVICES	602,500.43		857,880.32		
1056	RENT CONTROL	-		-		
1200	HOUSING ADMINISTRATION	(1,278,946.91)		(1,163,681.93)		
1201	CDBG	1,198,428.00		1,108,124.14		
1202	HOME PROGRAM	844,970.64		847,258.73		
1203	NEIGHBORHOOD STABILIZATION	176,265.82		176,639.47		
1204	CDBG RECOVERY	-		-		
1205	EMPLOYMENT & TRAINING	1,448,468.13		1,839,659.39		
1206	CDBG HOMELESS PREV RAPID RESP	-		-		
1207	COR-NEIGHBORHOOD STAB(CITY)	(83,396.13)		(83,396.13)		
1208	SUCCESSOR HOUSING AGENCY	1,584,986.12		1,514,560.92		
1209	CAL-HOME GRANT FUND	435,410.35		562,639.02		
1302	HOUSING IN LIEU	1,451,778.48		1,719,193.89		
1303	KIDS FIRST	157,046.92		332,974.19		
<i>Special Revenue Funds</i>			25,380,571.32		14,536,520.62	-43%
<b>CAPITAL PROJECT FUNDS</b>						
2001	GENERAL CAPITAL FUND	3,570,271.23		3,958,481.39		
2002	MEASURE J	910,091.70		1,027,267.02		
2003	CIP LSE REV BOND 01	-		-		
2004	CIVIC CENTER	-		-		
2006	PARKS FUND	-		-		
2007	HARBOR FUND	44,496.62		44,819.50		
2008	TRANSPORTATION FUND	-		-		
2009	STATE HIGHWAY FUND	-		-		
2110	IMPACT FEE - PARKS	123,054.44		104,583.76		
2111	IMPACT FEE - TRAFFIC	1,035,251.19		1,025,199.06		
2113	IMPACT FEE - FIRE	224,697.15		233,731.39		
2114	IMPACT FEE - POLICE	242,481.72		252,472.67		
2115	IMPACT FEE - COMM/AQUATC	543,580.88		560,965.90		
2116	IMPACT FEE - PARKS/OPEN	1,423,847.99		1,530,150.51		
2117	IMPACT FEE - LIBRARY	1,211,255.94		1,251,145.03		
2118	IMPACT FEE - HILLTOP	30,893.79		31,117.96		
2119	IMPACT FEE - STORM DRAINAGE	781,906.68		805,507.18		
2120	IMPACT FEE - WASTEWATER	2,124,536.46		2,182,560.11		
2125	SECTION 108 IRON TRIANGLE	439,604.59		433,784.12		
2126	HOUSING CIP FUND	(1,261,879.67)		(2,037,414.67)		
<i>Capital Project Funds Total</i>			11,444,090.71		11,404,370.93	-0.3%
<b>DEBT SERVICE FUNDS</b>						
3001	DS - 2005 TAXABLE POB	10,405,550.49		619,433.87		
3002	DS - 99A PENSION OBLIG BOND	5,292.01		172,976.98		
3003	DS - 95A SER REV RFDG BDS	-		-		
3005	DS-2007 REFNDING&CVC CTR	545,435.05		(1,577,892.15)		
<i>Debt Service Funds Total</i>			10,956,277.55		(785,481.30)	-107.2%
<b>ENTERPRISE FUNDS</b>						
4001	PORT OF RICHMOND	8,907,505.21		(18,312,109.63)		
4003	WASTEWATER	52,944,354.91		39,535,921.68		

FUND	FUND DESCRIPTION	NOVEMBER 2018 FUND BALANCE	NOVEMBER 2018 TOTAL	NOVEMBER 2019 FUND BALANCE	NOVEMBER 2019 TOTAL	% of Change
4005	MARINA	3,762,901.66		3,707,053.66		
4006	STORMWATER	(664,914.00)		(1,447,309.57)		
4007	UTL-ENCROC	-		-		
4008	KCRT - CABLE TELEVIS	33,702.94		288,069.14		
4009	PARKING AUTHORITY	-		-		
4101	RHA-HSNG CHOICE VOUCHER-SEC 8	(475,506.91)		(820,936.53)		
4102	RHA-HOPE 6	266,618.52		266,618.52		
4103	RHA-PROJECT REAL	(40,216.09)		(40,216.09)		
4201	RHA-CAPITAL FUND	182,792.98		109.73		
4401	RHA-HACIENDA	(176,509.50)		(177,962.78)		
4402	RHA-FRIENDSHIP MANOR	(76,568.94)		(76,568.94)		
4403	RHA-TRIANGLE COURT	(192,233.85)		(192,233.85)		
4404	RHA-NEVIN PLAZA	(670,252.51)		(1,698,074.01)		
4405	RHA-NYSTROM VILLAGE	(8,475.22)		(345,571.72)		
4406	RHA-RICHMOND VILLAGE ONE	101,459.80		101,297.15		
4407	RHA-RICHMOND VILLAGE TWO	141,163.06		141,163.06		
4408	RHA-RICHMOND VILLAGE THREE	23,141.25		23,141.25		
4409	RHA-LOCAL FUND	13,736.87		13,736.87		
4501	RHA-CENTRAL OFFICE COST CNTR	(2,806,092.12)		(3,233,101.78)		
<b>Enterprise Funds Total</b>			<b>61,266,608.06</b>		<b>17,733,026.16</b>	<b>-71.1%</b>
<b>INTERNAL SERVICE FUNDS</b>						
5001	INSURANCE RESERVES	42,091,456.21		44,451,328.27		
5002	INFORMATION TECHNOLOGY	-		-		
5003	EQUIPMENT SERVICES	2,513,443.95		2,569,113.51		
5004	FACILITIES MANAGEMENT	-		-		
5005	CAD DISPATCH SYSTEM	686,581.72		1,004,263.30		
5006	RMS RECORDS SERVICES	150,908.64		87,523.85		
5007	800 MHZ TELECOM SYSTEM	-		-		
5008	COMP ABSENCES	383,274.23		622,679.83		
<b>Internal Service Funds Total</b>			<b>45,825,664.75</b>		<b>48,734,908.76</b>	<b>6.3%</b>
<b>TRUST &amp; AGENCY FUNDS</b>						
6001	GENERAL TRUST & AGENCY	1,141.10		1,050.08		
6002	JOHNSON TRUST	10,540.71		10,617.20		
6003	CUBA FRIENDSHIP	-		-		
6004	COMMISSION ON AGING	40,146.16		45,037.86		
6005	SEAVER GALLERY TRUST FUND	79,487.17		(4,133.50)		
6006	POLICE GENERAL TRUST	1,444,733.40		1,549,563.09		
6007	SENIOR TRUST DEPOSIT	63,346.59		70,168.36		
6047	CALPERS CERT ACCT	1,879,640.26		3,468,170.19		
6049	PT MOLATE NAVY GRANT	2,972,453.76		2,869,243.54		
6048	OPEB PL FUND	16,631,742.81		21,009,249.69		
6050	GENERAL PENSION FUND	1,066,984.57		1,378,272.06		
6051	POLICE & FIRE PENSION	11,333,245.00		9,045,904.10		
6052	GARFIELD PENSION FUND	338,826.38		322,417.79		
6053	JPFA: 99 REV REFUND	-		-		
6054	CUTTING CANAL A.D. 8	-		-		
6055	HILLTOP REDEMPTION F	-		-		
6056	SAN PABLO 854 ASSES	259,257.78		261,139.01		
6057	HARBOR NAVIGATION IM	174,911.00		176,180.18		
6058	MARINA WESTSHORE DEB	817,506.83		569,485.08		
6059	COUNTRY CLUB VISTA	1,210,497.74		620,335.80		
6060	REASSESSMENT DISTRICT 2003-1	2,598,203.04		1,820,153.48		
6061	REGLA CITY	1,600.12		1,780.12		
6064	ZHOUSHAN FRIENDSHIP COM.	38.71		288.71		
6062	SHIMADA CITY	14,629.81		14,554.81		
6999	PAYROLL LIABILITIES FUND	6,764,622.32		1,647,341.42		
<b>Trust &amp; Agency Funds Total</b>			<b>47,703,555.26</b>		<b>44,876,819.07</b>	<b>-5.9%</b>
<b>SUCCESSOR AGENCY - FIDUCIARY FUNDS</b>						
6101	SA - PROPERTY TAX TRUST FUND	8,116,916.27		1,327,899.28		
6102	SA-ADMINISTRATION	-		261,205.59		
6103	SA-CAPITAL PROJECT FUNDS	11,138,190.00		11,502,391.32		
6104	SA-LOW/MOD INCOME HOUSING	-		-		
6105	SA-WELLS FARGO 2002 LOAN	-		-		
6106	EPA LN POL	-		-		
6201	SA-CIP 00A TAR BND PRCD S-JPFA	-		-		
6202	SA-CIP 00B TAR BND PRCD S-HSNG	-		-		
6203	SA-CIP 03B TAR BND PRCD S	-		-		
6204	SA-CIP 04A TAR BND PRCD S	-		-		
6205	SA-CIP 04A TAR BND PRCD S-HSG	-		-		
6206	SA-CIP 04B TAR BND PRCD S-HSG	-		-		
6207	SA-CIP 07A TAR BND PRCD S	-		-		
6208	SA-CIP 07B TAR BND PRCD S-HSG	114,511.51		115,377.33		
6300	SA-DS HARBOR 98 TAR B	2,339,690.55		1,223,322.28		
6301	SA-DS 2000A TAR B	-		-		
6302	SA-DS 2000B TAR B - HOUSING	-		-		
6303	SA-DS 2003A TAR B	-		-		
6304	SA-DS 2003B TAR B	1,618,807.15		669,476.67		
6305	SA-DS 2004A TAR B 2/3	3,487,271.87		1,941,033.27		

FUND	FUND DESCRIPTION	NOVEMBER 2018	NOVEMBER 2018	NOVEMBER 2019	NOVEMBER 2019	% of Change
		FUND BALANCE	TOTAL	FUND BALANCE	TOTAL	
6306	SA-DS 2004A TARB -1/3 HSING	502,900.60		554,146.84		
6307	SA-DS 2004B TARB - HOUSING	325,178.31		206,651.77		
6308	SA-DS 2007/10A TARB	5,789,041.84		6,741,617.38		
6309	SA-DS 2007/10B TARB - HOUSING	2,053,676.46		2,410,065.61		
6401	SA-DS 2014A NON-TAXABLE BONDS	3,445,698.01		1,342,183.38		
6402	SA-DS 2014B TAXABLE BONDS	-		-		
6403	SA-DS LOANS PAYABLE	-		-		
6996	SUCCESSOR AGENCY - GLTDAG	-		-		
6997	SUCCESSOR AGENCY - GFAAG	-		-		
<i>Successor Agency - Fiduciary Funds</i>			<b>38,931,882.57</b>		<b>28,295,370.72</b>	<b>-27.32%</b>
<b>RHA CONVNL FUNDS</b>						
8101	RHA CONVNL	(2,215,969.76)		(2,215,969.76)		
<i>RHA Convnl Funds</i>			<b>(2,215,969.76)</b>		<b>(2,215,969.76)</b>	<b>0.00%</b>
<b>TREASURER'S FUNDS</b>						
9999	TREASURER'S FUND -	-		166,938.59		
<i>Treasurer's Fund Total</i>			<b>0.00</b>		<b>166,938.59</b>	<b>#DIV/0!</b>
<b>TOTAL CASH</b>			<b>\$ 256,444,886.77</b>		<b>\$ 166,489,068.97</b>	<b>-35.08%</b>