



**Finance Department – Treasury Division**

**M E M O R A N D U M**

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

**From: Andrea Miller, Director of Finance  
Jerry Chak, Accounting Manager**

**Date: January 9, 2023**

**Subject: MONTHLY CASH BALANCES & INVESTMENT REPORT –  
November 2023**

Enclosed for your information are the Investment Report, Portfolio Summary, and Comparative Cash Report for the month of November 2023 prepared by the City Treasurer pursuant to the statutory requirements of the State of California.

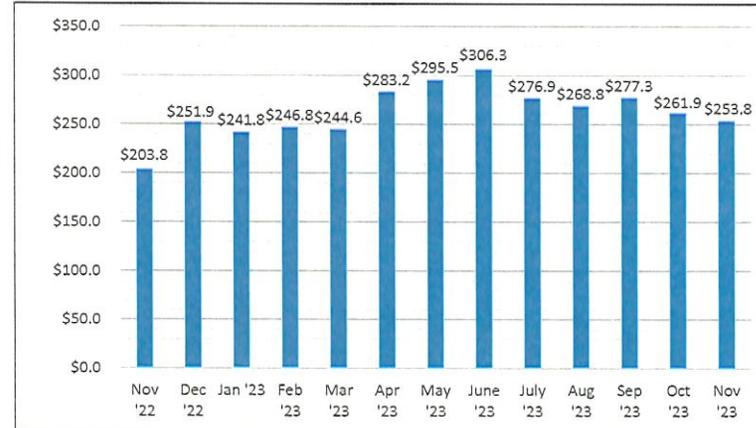
City of Richmond  
Investment Report for November 2023  
Pooled Investment Portfolio Analysis  
UNAUDITED

**Investment Composition:**

Book Value of Investments Held	253,882,232.98
Market Value of Investments Held	253,882,232.98
Unrealized Gain (Loss) - amount	-
Unrealized Gain (Loss) - percentage	0.00%

	%	<u>Book Value</u>
Federal Agency Securities	0.00%	-
JPFA Pooled Investment (CalTrust - Short Term Fund)	99.60%	252,866,956.90
Local Agency Investment Fund (LAIF)	0.40%	1,015,276.08
Certificates of Deposit	0.00%	-
<b>Total Investments Held</b>	<b>100.00%</b>	<b>253,882,232.98</b>

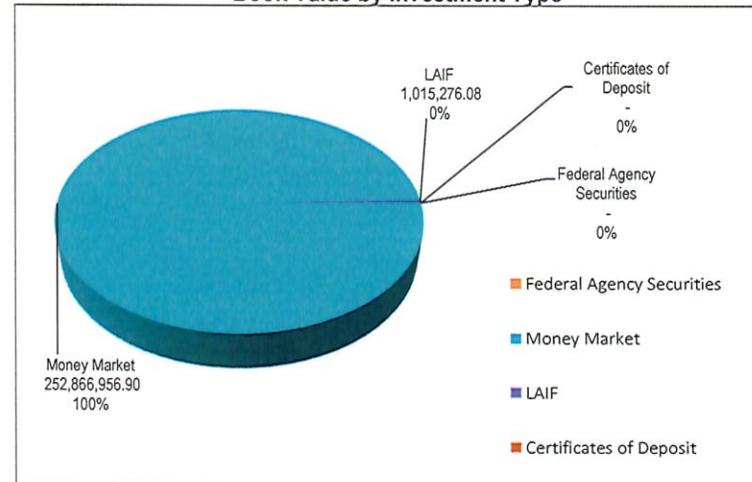
**Book Value History**  
(in millions)



**Cash Summary:**

Pooled Investments (Unrestricted)	<u>253,882,232.98</u>
Fiscal Agent & Other Restricted Investments:	
City	19,466,761.41
Successor Agency to the RCRA	<u>14,830,096.48</u>
Total Fiscal Agent & Other Investments	<u>34,296,857.89</u>
Checking Accounts & Other Activity	
General Checking - All Funds	16,942,470.89
Workers Comp & General Liability	(898,368.68)
Petty Cash	3,740.00
CalPERS CERBT	9,574,216.04
OPEB Plan Trust - PARS	<u>39,424,298.60</u>
	65,046,356.85
Variance - All Restricted & Unrestricted	<u>44,832.03</u>
	<u>65,091,188.88</u>
<b>Total Cash Balance ( Fund detail attached)</b>	<b><u>353,270,279.75</u></b>

**Book Value by Investment Type**





**City of Richmond  
Portfolio Management  
Portfolio Summary  
November 30, 2023**

City of Richmond  
Finance Department  
450 Civic Center Plaza  
Richmond, 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	1,015,276.08	1,015,276.08	1,015,276.08	0.40	1	1	3.790	3.843
JPA Pooled Investments (CalTrust)	252,866,956.90	252,866,956.90	252,866,956.90	99.60	1	1	5.070	5.140
<b>Investments</b>	<b>253,882,232.98</b>	<b>253,882,232.98</b>	<b>253,882,232.98</b>	<b>100.00%</b>	<b>1</b>	<b>1</b>	<b>5.065</b>	<b>5.135</b>
<b>Cash</b>								
Passbook/Checking (not included in yield calculations)	12,160,518.56	12,160,518.56	12,160,518.56		1	1	0.000	0.000
<b>Total Cash and Investments</b>	<b>266,042,751.54</b>	<b>266,042,751.54</b>	<b>266,042,751.54</b>		<b>1</b>	<b>1</b>	<b>5.065</b>	<b>5.135</b>

Total Earnings	November 30 Month Ending
Current Year	1,099,524.25
Average Daily Balance	275,534,422.19
Effective Rate of Return	4.86%

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.

  
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 Andrea Miller, Director of Finance      12/14/23

Reporting period 11/01/2023-11/30/2023

Run Date: 12/12/2023 - 11:05

No fiscal year history available

Portfolio CITY  
CP

IE (PRF\_PM1) 7.3.11  
Report Ver. 7.3.11

**City of Richmond**  
**Portfolio Management**  
**Portfolio Details - Investments**  
**November 30, 2023**

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			1,015,276.08	1,015,276.08	1,015,276.08	3.843		3.843	1	
<b>Subtotal and Average</b>			<b>4,288,609.41</b>		<b>1,015,276.08</b>	<b>1,015,276.08</b>	<b>1,015,276.08</b>			<b>3.843</b>	<b>1</b>	
<b>JPA Pooled Investments (CalTrust)</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	Cal Trust			252,866,956.90	252,866,956.90	252,866,956.90	5.070		5.140	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>251,897,087.63</b>		<b>252,866,956.90</b>	<b>252,866,956.90</b>	<b>252,866,956.90</b>			<b>5.140</b>	<b>1</b>	
<b>Total and Average</b>			<b>275,534,422.19</b>		<b>253,882,232.98</b>	<b>253,882,232.98</b>	<b>253,882,232.98</b>			<b>5.135</b>	<b>1</b>	

**City of Richmond  
Portfolio Management  
Portfolio Details - Cash  
November 30, 2023**

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			12,160,518.56	12,160,518.56	12,160,518.56			0.000	1
		<b>Average Balance</b>	<b>0.00</b>								<b>1</b>
		<b>Total Cash and Investments</b>	<b>275,534,422.19</b>		<b>266,042,751.54</b>	<b>266,042,751.54</b>	<b>266,042,751.54</b>			<b>5.135</b>	<b>1</b>

**City of Richmond  
Portfolio Management  
Investment Status Report - Investments  
November 30, 2023**

CUSIP	Investment #	Issuer	Par Value	Stated Rate	Maturity Date	Purchase	YTM/C 360	YTM/C 365	Payment Dates	Accrued Interest	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	1,015,276.08	3.843			3.790	3.843	07/01 - Quarterly		1,015,276.08	1,015,276.08
<b>Local Agency Investment Funds Totals</b>			<b>1,015,276.08</b>				<b>3.790</b>	<b>3.843</b>		<b>0.00</b>	<b>1,015,276.08</b>	<b>1,015,276.08</b>
<b>JPA Pooled Investments (CalTrust)</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	252,866,956.90	5.070			5.070	5.140	07/01 - Monthly		252,866,956.90	252,866,956.90
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>JPA Pooled Investments (CalTrust) Totals</b>			<b>252,866,956.90</b>				<b>5.070</b>	<b>5.140</b>		<b>0.00</b>	<b>252,866,956.90</b>	<b>252,866,956.90</b>
<b>Investment Totals</b>			<b>253,882,232.98</b>				<b>5.065</b>	<b>5.135</b>		<b>0.00</b>	<b>253,882,232.98</b>	<b>253,882,232.98</b>

**City of Richmond  
Portfolio Management  
Investment Status Report - Cash  
November 30, 2023**

CUSIP	Investment #	Issuer	Par Value	Stated Rate	Maturity Date	Purchase	YTM/C 360	YTM/C 365	Payment Dates	Accrued Interest	Current Principal	Book Value
<b>Cash In Banks</b>												
SYS200723	200723	MECHBK	12,160,518.56				0.000	0.000	07/31 - Monthly		12,160,518.56	12,160,518.56
<b>Cash Totals</b>			<b>12,160,518.56</b>							<b>0.00</b>	<b>12,160,518.56</b>	<b>12,160,518.56</b>
<b>Total Cash and Investments</b>			<b>266,042,751.54</b>				<b>5.065</b>	<b>5.135</b>		<b>0.00</b>	<b>266,042,751.54</b>	<b>266,042,751.54</b>

CITY OF RICHMOND  
CASH BALANCES BY FUND  
COMPARATIVE REPORT - November 2022 AND November 2023

FUND	FUND DESCRIPTION	November 2022 FUND BALANCE	November 2022 TOTAL	November 2023 FUND BALANCE	November 2023 TOTAL	% of Change
<b>GENERAL FUND</b>						
0001	GENERAL FUND	52,736,616.84		49,801,781.26		
<b>General Fund Total</b>			<b>52,736,616.84</b>		<b>49,801,781.26</b>	<b>-5.6%</b>
<b>SPECIAL REVENUE FUNDS</b>						
1001	SECURED PENSION OVERRIDE	(15,962,802.88)		(18,120,978.40)		
1002	STATE GAS TAX	675,017.52		826,192.31		
1003	TRANSPORTATION OPERATIONS	(258,583.82)		(1,110,522.52)		
1004	ASSET SEIZURE FUND	314,389.32		265,141.38		
1005	LIBRARY FUND	415,565.25		5,669,804.19		
1006	OUTSIDE FUNDED SVCS - GRANTS	2,305,666.50		(1,178,230.90)		
1007	EMERGENCY MED SERV	435,583.41		268,789.53		
1008	PT MOLATE SEC & MAINT	-		-		
1009	VEOLIA MITIGATION	283,286.21		324,115.62		
1010	N.RICHMOND WASTE	(211,554.53)		67,412.90		
1011	OUTSIDE FUNDED SVCS - DONATION	6,761.75		6,982.18		
1012	HILLTOP LANDSCAPE MAINT DIST	108,124.46		(330,598.69)		
1013	HAZMAT FUND	(6,208.88)		-		
1014	EDA GRANT FUND	-		-		
1015	MARINA BAY LNDSCP & LIGHT DIST	556,577.72		421,104.07		
1016		-		-		
1017	CHEVRON MODERNIZATION PROJECT	15,791,629.66		17,203,031.87		
1018	RENT CONTROL	2,333,890.63		2,371,541.27		
1019	GAS TAX SEC 201	4,045,827.53		3,187,574.18		
1050	CR-PLANNING & BUILDING	11,125,157.01		17,935,614.82		
1051	CR-ENGINEERING	643,102.50		689,102.50		
1053	CR-CODE ENFORCEMENT	(185,139.83)		(158,166.83)		
1054	ENGINEERING GRANTS	(5,722,231.86)		(4,627,094.74)		
1055	ENCROACHMENT SERVICES	2,303,290.33		3,022,929.23		
1056	RENT CONTROL	-		-		
1200	HOUSING ADMINISTRATION	851,070.06		1,274,361.67		
1201	CDBG	1,299,986.09		1,329,969.45		
1202	HOME PROGRAM	418,140.25		423,263.95		
1203	NEIGHBORHOOD STABILIZATION	74,762.42		66,620.54		
1204	CDBG RECOVERY	-		-		
1205	EMPLOYMENT & TRAINING	287,454.51		644,742.61		
1206	CDBG HOMELESS PREV RAPID RESP	-		-		
1207	COR-NEIGHBORHOOD STAB(CITY)	(107,007.81)		(109,346.29)		
1208	SUCCESSOR HOUSING AGENCY	2,229,772.60		2,616,484.58		
1209	CAL-HOME GRANT FUND	1,023,904.84		1,159,466.94		
1302	HOUSING IN LIEU	2,866,120.10		1,772,980.82		
1303	KIDS FIRST	2,953,392.27		6,490,923.38		
1304	EMERGENCY RECOVERY	(71,607.52)		313,176.01		
1305	PUBLIC ART	1,714,440.82		2,561,479.63		
1306	ARPA	27,345,996.69		24,076,523.34		
1307	Transformative Climate Grant	-		(200,000.00)		
<b>Special Revenue Funds</b>			<b>59,883,773.32</b>		<b>69,154,390.60</b>	<b>15%</b>
<b>CAPITAL PROJECT FUNDS</b>						
2001	GENERAL CAPITAL FUND	2,552,368.59		31,061,709.62		
2002	MEASURE J	2,263,084.19		1,856,184.39		
2003	CIP LSE REV BOND 01	-		-		
2004	CIVIC CENTER	-		-		
2006	PARKS FUND	-		-		
2007	HARBOR FUND	45,733.02		47,224.04		
2008	TRANSPORTATION FUND	-		-		
2009	STATE HIGHWAY FUND	-		-		
2110	IMPACT FEE - PARKS	146,589.93		156,129.08		
2111	IMPACT FEE - TRAFFIC	1,250,828.63		1,642,894.79		
2113	IMPACT FEE - FIRE	114,725.72		73,863.73		
2114	IMPACT FEE - POLICE	751,270.00		661,658.49		
2115	IMPACT FEE - COMM/AQUATC	533,062.63		633,466.96		
2116	IMPACT FEE - PARKS/OPEN	3,044,809.26		3,137,424.23		
2117	IMPACT FEE - LIBRARY	1,815,169.65		1,884,504.57		
2118	IMPACT FEE - HILLTOP	31,752.18		32,787.39		
2119	IMPACT FEE - STORM DRAINAGE	934,100.62		1,070,746.08		
2120	IMPACT FEE - WASTEWATER	2,302,659.97		2,451,341.19		
2125	SECTION 108 IRON TRIANGLE	260,422.87		268,640.52		
2126	HOUSING CIP FUND	(166,431.90)		-		
<b>Capital Project Funds Total</b>			<b>15,880,145.36</b>		<b>44,978,575.08</b>	<b>183.2%</b>

FUND	FUND DESCRIPTION	November 2022 FUND BALANCE	November 2022 TOTAL	November 2023 FUND BALANCE	November 2023 TOTAL	% of Change
<b>DEBT SERVICE FUNDS</b>						
3001	DS - 2005 TAXABLE POB	(387,743.54)		46,930.05		
3002	DS - 99A PENSION OBLIG BOND	85,908.34		81,375.57		
3003	DS - 95A SER REV RFDG BDS	-		-		
3005	DS-2007 REFNDING&CVC CTR	(1,848,071.88)		(2,373,492.92)		
<b>Debt Service Funds Total</b>			<b>(2,149,907.08)</b>		<b>(2,245,187.30)</b>	<b>4.4%</b>
<b>ENTERPRISE FUNDS</b>						
4001	PORT OF RICHMOND	12,788,479.04		18,282,632.85		
4003	WASTEWATER	27,812,871.75		29,962,722.64		
4005	MARINA	4,556,102.66		5,125,275.47		
4006	STORMWATER	1,015,065.15		705,375.07		
4007	UTL-ENCROC	-		-		
4008	KCRT - CABLE TELEVIS	725,170.96		559,207.81		
4009	PARKING AUTHORITY	-		-		
4101	RHA-HSNG CHOICE VOUCHER-SEC 8	759,872.59		1,765,410.06		
4102	RHA-HOPE 6	275,141.12		236,457.65		
4103	RHA-PROJECT REAL	(33,203.52)		(33,203.52)		
4201	RHA-CAPITAL FUND	27,846.85		776,980.90		
4401	RHA-HACIENDA	1,306,339.14		1,218,716.25		
4402	RHA-FRIENDSHIP MANOR	(14,439.98)		(14,439.98)		
4403	RHA-TRIANGLE COURT	(73,168.83)		(73,168.83)		
4404	RHA-NEVIN PLAZA	7,390.25		(315,275.70)		
4405	RHA-NYSTROM VILLAGE	997,561.07		1,097,784.95		
4406	RHA-RICHMOND VILLAGE ONE	63,628.49		73,141.97		
4407	RHA-RICHMOND VILLAGE TWO	91,194.00		98,968.00		
4408	RHA-RICHMOND VILLAGE THREE	5,926.00		8,780.00		
4409	RHA-LOCAL FUND	19,892.40		19,892.40		
4501	RHA-CENTRAL OFFICE COST CNTR	(908,564.47)		(1,215,996.13)		
4502	RHA - HSG CORP	144,676.54		127,437.13		
<b>Enterprise Funds Total</b>			<b>49,567,781.21</b>		<b>58,406,698.99</b>	<b>17.8%</b>
<b>INTERNAL SERVICE FUNDS</b>						
5001	INSURANCE RESERVES	51,767,487.29		53,689,385.46		
5002	INFORMATION TECHNOLOGY	-		-		
5003	EQUIPMENT SERVICES	5,346,937.69		3,826,486.70		
5004	FACILITIES MANAGEMENT	-		-		
5005	CAD DISPATCH SYSTEM	-		-		
5006	RMS RECORDS SERVICES	-		-		
5007	800 MHZ TELECOM SYSTEM	-		-		
5008	COMP ABSENCES	311,637.49		2,000,875.04		
<b>Internal Service Funds Total</b>			<b>57,426,062.47</b>		<b>59,516,747.20</b>	<b>3.6%</b>
<b>TRUST &amp; AGENCY FUNDS</b>						
6001	GENERAL TRUST & AGENCY	838.38		865.70		
6002	JOHNSON TRUST	10,833.59		11,186.80		
6003	CUBA FRIENDSHIP	-		-		
6004	COMMISSION ON AGING	40,013.29		46,364.13		
6005	SEAVER GALLERY TRUST FUND	288,585.59		283,613.34		
6006	POLICE GENERAL TRUST	2,691,625.77		1,596,547.13		
6007	SENIOR TRUST DEPOSIT	67,305.50		79,834.19		
6047	CALPERS CERT ACCT	7,259,846.49		9,574,216.04		
6048	OPEB PL FUND	31,267,563.53		39,424,298.60		
6049	PT MOLATE NAVY GRANT	1,290,093.91		867,131.54		
6050	GENERAL PENSION FUND	1,124,422.46		1,073,112.45		
6051	POLICE & FIRE PENSION	8,033,818.40		7,830,911.97		
6052	GARFIELD PENSION FUND	210,462.76		-		
6053	JPFA: 99 REV REFUND	-		-		
6054	CUTTING CANAL A.D. 8	-		-		
6055	HILLTOP REDEMPTION F	-		-		
6056	SAN PABLO 854 ASSES	266,461.40		275,148.67		
6057	HARBOR NAVIGATION IM	179,770.98		185,631.94		
6058	MARINA WESTSHORE DEB	528,463.98		524,939.88		
6059	COUNTRY CLUB VISTA	328,930.03		537,066.74		
6060	REASSESSMENT DISTRICT 2003-1	1,857,251.34		1,917,802.04		
6061	REGLA CITY	626.12		580.07		
6062	SHIMADA CITY	14,649.28		14,682.95		
6064	ZHOUSHAN FRIENDSHIP COM.	2,288.71		2,788.71		
6999	PAYROLL LIABILITIES FUND	(12,996,968.89)		(8,128,705.39)		
<b>Trust &amp; Agency Funds Total</b>			<b>42,466,882.62</b>		<b>56,118,017.50</b>	<b>32.1%</b>
<b>SUCCESSOR AGENCY - FIDUCIARY FUNDS</b>						
6101	SA - PROPERTY TAX TRUST FUND	475,718.68		622,186.07		
6102	SA-ADMINISTRATION	254,094.91		205,383.67		

FUND	FUND DESCRIPTION	November 2022	November 2022	November 2023	November 2023	% of Change
		FUND BALANCE	TOTAL	FUND BALANCE	TOTAL	
6103	SA-CAPITAL PROJECT FUNDS	7,689,005.05		8,662,155.31		
6104	SA-LOW/MOD INCOME HOUSING	-		-		
6105	SA-WELLS FARGO 2002 LOAN	-		-		
6106	EPA LN POL	-		-		
6201	SA-CIP 00A TAR BND PRCDS-JPFA	-		-		
6202	SA-CIP 00B TAR BND PRCDS-HSNG	-		-		
6203	SA-CIP 03B TAR BND PRCDS	-		-		
6204	SA-CIP 04A TAR BND PRCDS	-		-		
6205	SA-CIP 04A TAR BND PRCDS-HSG	-		-		
6206	SA-CIP 04B TAR BND PRCDS-HSG	-		-		
6207	SA-CIP 07A TAR BND PRCDS	-		-		
6208	SA-CIP 07B TAR BND PRCDS-HSG	-		-		
6300	SA-DS HARBOR 98 TAR B	1,214,022.81		(164,317.57)		
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	661,375.70		686,738.47		
6305	SA-DS 2004A TAR B 2/3	1,014,851.97		1,084,482.82		
6306	SA-DS 2004A TAR B -1/3 HSING	933,342.11		970,030.43		
6307	SA-DS 2004B TAR B - HOUSING	-		-		
6308	SA-DS 2007/10A TAR B	-		-		
6309	SA-DS 2007/10B TAR B - HOUSING	2,144,017.10		2,208,378.71		
6401	SA-DS 2014A NON-TAXABLE BONDS	1,310,184.56		1,125,749.16		
6402	SA-DS 2014B TAXABLE BONDS	-		-		
6403	SA-DS LOANS PAYABLE	-		-		
6404	SA-DS 2021 ANTB	4,342.91		18,175.08		
6405	SA-DS 2021 BTRB	21.25		50,847.56		
6996	SUCCESSOR AGENCY - GLTDAG	-		-		
6997	SUCCESSOR AGENCY - GFAAG	-		-		
<b>Successor Agency - Fiduciary Funds</b>			<b>15,700,977.05</b>		<b>15,469,809.71</b>	<b>-1.47%</b>
<b>RHA CONVNL FUNDS</b>						
8101	RHA CONVNL	-		-		
<b>RHA Convnl Funds</b>			<b>-</b>		<b>-</b>	<b>0.00%</b>
<b>TREASURER'S FUNDS</b>						
9999	TREASURER'S FUND -	492,690.31		2,069,446.71		
<b>Treasurer's Fund Total</b>			<b>492,690.31</b>		<b>2,069,446.71</b>	<b>320.03%</b>
<b>TOTAL CASH</b>			<b>\$ 292,005,022.10</b>		<b>\$ 353,270,279.75</b>	<b>20.98%</b>