



**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** *JL*

**Date: January 13, 2012**

**Subject: MONTHLY CASH BALANCES & INVESTMENT REPORTS –**  
**December 2011**

**Enclosed for your information are the Portfolio Summary, Investment Report, and Cash Report for the month of December 2011 prepared by the City Treasurer pursuant to the statutory requirements of the State of California.**

**City of Richmond**  
**Investment Report for December 2011**  
**Pooled Investment Portfolio Analysis**

**Investment Composition:**

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

66,976,732.61  
 67,697,034.09  
 720,301.48  
 1.08%

%	<u>Amount</u>
64.17%	42,982,292.53
6.76%	4,528,841.37
22.87%	15,320,904.49
6.19%	4,144,694.22
100.00%	66,976,732.61

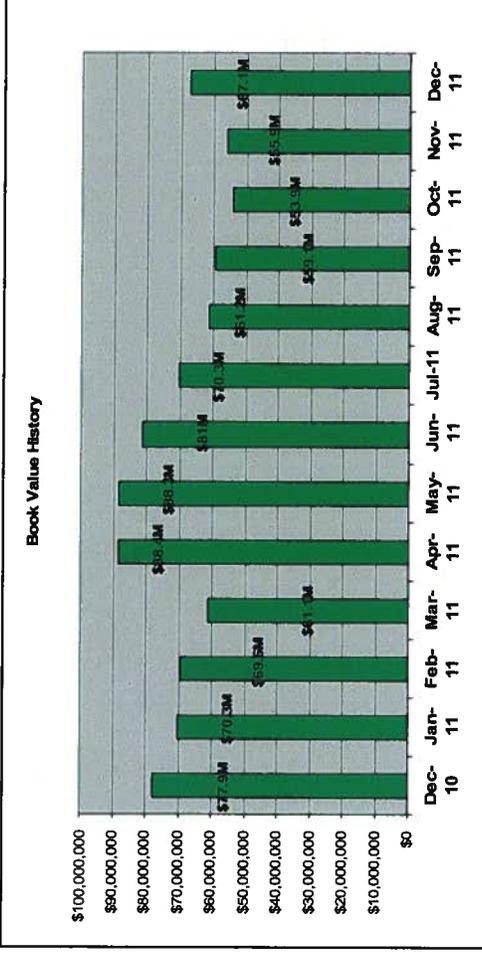
Federal Agency Securities  
 Money Market  
 LAIF  
 Sweep Account & General account

**Cash Summary:**

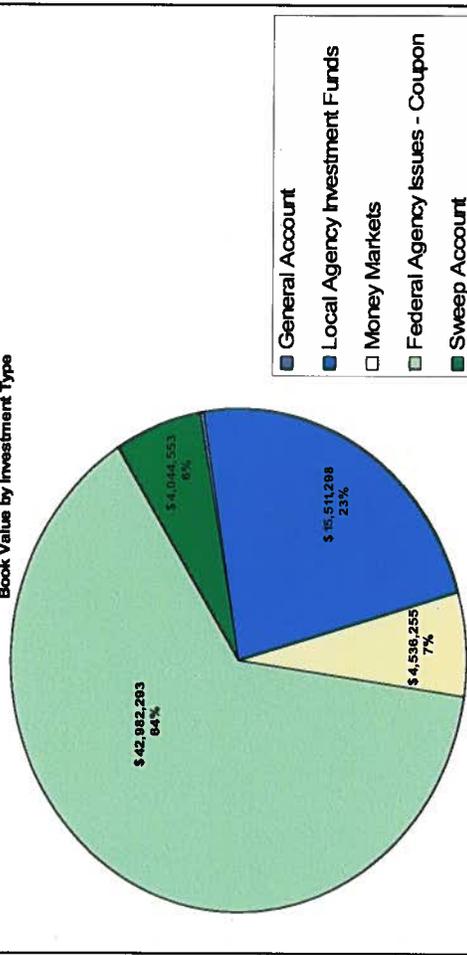
Pooled Portfolio  
 Restricted Cash & Investments  
 Checking Accounts & Other Activity  
 RCRA  
 Total Cash Balance (detail attached)

66,976,732.61  
 126,397,165.34  
 (4,093,601.95)  
 20,622,853.51  
 209,903,149.51  
 209,903,149.51

**Return on Investments:**



Book Value by Investment Type





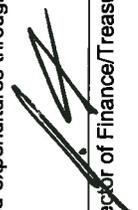
**City of Richmond  
Portfolio Management  
Portfolio Summary  
December 31, 2011**

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	15,511,297.54	15,511,297.54	15,511,297.54	23.13	1	1	0.377	0.382
Money Markets	4,536,254.83	4,536,254.83	4,536,254.83	6.76	1	1	0.185	0.188
Federal Agency Issues - Coupon	43,050,000.00	43,504,037.50	42,982,292.53	64.08	1,791	573	2.231	2.262
Sweep Account	4,044,552.83	4,044,552.83	4,044,552.83	6.03	1	1	0.158	0.160
<b>Investments</b>	<b>67,142,105.20</b>	<b>67,596,142.70</b>	<b>67,074,397.73</b>	<b>100.00%</b>	<b>1,148</b>	<b>368</b>	<b>1.539</b>	<b>1.560</b>
<b>Cash and Accrued Interest</b>								
Passbook/Checking (not included in yield calculations)	100,141.39	100,141.39	100,141.39		1	1	0.000	0.000
Accrued Interest at Purchase								
Subtotal		750.00	750.00					
<b>Total Cash and Investments</b>	<b>67,242,246.59</b>	<b>67,697,034.09</b>	<b>67,175,289.12</b>		<b>1,148</b>	<b>368</b>	<b>1.539</b>	<b>1.560</b>

Total Earnings	December 31	Month Ending	Fiscal Year To Date
Current Year	108,197.44		598,724.07
Average Daily Balance	59,872,480.27		61,827,786.20
Effective Rate of Return	2.13%		1.92%

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  2-2-12

Reporting period 12/01/2011-12/31/2011

**City of Richmond  
Portfolio Management  
Portfolio Details - Investments  
December 31, 2011**

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Moody's	YTM/C 365	Days to Maturity	Maturity Date
<b>Local Agency Investment Funds</b>												
11-07-003	200676	L.A.I.F. - TRAN		07/01/2010	13.45	13.45	13.45	0.382		0.382	1	
98-07-724	1000	L.A.I.F. - City of Richmond		07/01/2010	15,091,555.29	15,091,555.29	15,091,555.29	0.382		0.382	1	
55-07-001	1020	L.A.I.F. - Pension Fund		07/01/2010	190,393.05	190,393.05	190,393.05	0.382		0.382	1	
65-07-007	1010	L.A.I.F. - Redevelopment		07/01/2010	229,335.75	229,335.75	229,335.75	0.382		0.382	1	
		<b>Subtotal and Average</b>	<b>13.45</b>		<b>15,511,297.54</b>	<b>15,511,297.54</b>	<b>15,511,297.54</b>			<b>0.382</b>	<b>1</b>	
<b>Money Markets</b>												
SYS200595	200595	Torrey Pines/Alta Alliance		07/01/2010	437,663.09	437,663.09	437,663.09	0.390		0.395	1	
SYS200707	200707	CALTRUST TRAN		12/31/2010	7,413.46	7,413.46	7,413.46	0.550		0.558	1	
SYS200601	200601	Cal Trust		07/01/2010	300,791.86	300,791.86	300,791.86	0.550		0.558	1	
1601111894	200581	Wells Fargo Bank		07/01/2010	344,407.69	344,407.69	344,407.69	0.040		0.041	1	
SYS1030	1030	Mechanics Bank		07/01/2010	3,247,274.89	3,247,274.89	3,247,274.89	0.150		0.152	1	
SYS200684	200684	Mechanics Bank - 2009 TRAN Acc		07/01/2010	0.00	0.00	0.00	0.050		0.051	1	
431114503	200534	Union Bank of Calif - Safekeep		07/01/2010	198,703.84	198,703.84	198,703.84	0.001		0.001	1	
SYS200692	200692	Wells Fargo CSCDA TRAN 2009		07/01/2010	0.00	0.00	0.00	0.500		0.507	1	
		<b>Subtotal and Average</b>	<b>7,413.46</b>		<b>4,536,254.83</b>	<b>4,536,254.83</b>	<b>4,536,254.83</b>			<b>0.188</b>	<b>1</b>	
<b>Federal Agency Issues - Coupon</b>												
31331G2Y4	200673	Federal Farm Credit Bank		11/05/2009	3,000,000.00	3,174,420.00	3,000,000.00	2.800	Aaa	2.800	1,039	11/05/2014
313373L59	200710	Federal Home Loan Bank		04/27/2011	2,000,000.00	2,010,500.00	1,999,159.48	2.000	Aaa	2.051	117	07/27/2015
31398AZ54	200698	Federal National Mortgage Asso		08/04/2010	3,000,000.00	3,127,620.00	2,999,245.75	2.150	Aaa	2.157	1,311	08/04/2015
3136FPTL1	200713	Federal National Mortgage Asso		05/05/2011	3,000,000.00	3,021,570.00	2,945,338.48	1.500	Aaa	2.981	302	10/29/2015
3136FPYV3	200700	Federal National Mortgage Asso		12/02/2010	3,000,000.00	3,005,520.00	3,000,000.00	3.500	Aaa	3.500	1,431	12/02/2015
3136FP4R5	200708	Federal National Mortgage Asso		04/19/2011	5,000,000.00	5,006,850.00	5,000,000.00	2.375	Aaa	2.375	1,487	01/27/2016
3134G2LY6	200717	Federal Home Loan Mortgage Cor		06/29/2011	2,000,000.00	2,017,280.00	1,996,404.44	2.000	Aaa	2.042	180	06/29/2016
3136FRUM3	200716	Federal National Mortgage Asso		06/29/2011	3,000,000.00	3,021,330.00	2,997,303.33	2.000	Aaa	2.102	180	06/29/2016
3136FRVY2	200714	Federal National Mortgage Asso		07/06/2011	4,050,000.00	4,050,607.50	4,048,171.88	2.150	Aaa	2.251	5	07/06/2016
31331KSN1	200718	Federal Farm Credit Bank		07/27/2011	3,000,000.00	3,027,300.00	3,000,000.00	2.040	Aaa	2.040	208	07/27/2016
3136FRE58	200719	Federal National Mortgage Asso		07/27/2011	3,000,000.00	3,020,430.00	2,997,942.50	2.000	Aaa	2.076	208	07/27/2016
3136FRE74	200720	Federal National Mortgage Asso		08/01/2011	3,000,000.00	3,020,970.00	2,999,312.50	2.000	Aaa	2.025	213	08/01/2016
3136FTME6	200724	Federal National Mortgage Asso		11/16/2011	3,000,000.00	2,995,890.00	2,999,707.50	1.550	Aaa	1.560	320	11/16/2016
3134G25G3	200725	Federal Home Loan Mortgage Cor		11/21/2011	3,000,000.00	3,003,750.00	2,999,706.67	1.500	Aaa	1.510	325	11/21/2016
		<b>Subtotal and Average</b>	<b>5,999,409.49</b>		<b>43,050,000.00</b>	<b>43,504,037.50</b>	<b>42,982,292.53</b>			<b>2.262</b>	<b>573</b>	

**City of Richmond  
Portfolio Management  
Portfolio Details - Investments  
December 31, 2011**

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Moody's	YTM/C 365	Days to Maturity	Maturity Date
1001	1001	Mechanics Bank		04/12/2006	4,044,552.83	4,044,552.83	4,044,552.83	0.160		0.160	1	
		Subtotal and Average	5,701,556.72		4,044,552.83	4,044,552.83	4,044,552.83			0.160	1	
		Total and Average	13,960,474.53		67,142,105.20	67,596,142.70	67,074,397.73			1.560	368	

**Sweep Account**

**City of Richmond  
Portfolio Management  
Portfolio Details - Cash  
December 31, 2011**

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Moody's	YTM/C 365	Days to Maturity	
<b>Cash In Banks</b>												
SYS200723	200723	Mechanics Bank		02/08/2011	100,141.39	100,141.39	100,141.39			0.000	1	
		<b>Average Balance</b>	<b>0.00</b>			750.00	750.00				1	
				Accrued Interest at Purchase		100,891.39	100,891.39					
				Subtotal								
		<b>Total Cash and Investmentss</b>	<b>59,872,480.27</b>		<b>67,242,246.59</b>	<b>67,697,034.09</b>	<b>67,175,289.12</b>			<b>1.560</b>	<b>368</b>	

CITY OF RICHMOND  
CASH BALANCES BY FUND TYPE  
DECEMBER 30, 2011

<u>FUND DESCRIPTION</u>	<u>BALANCE</u>
GENERAL FUND	12,276,457.37
SPECIAL REVENUE FUNDS	1,640,166.18
CAPITAL PROJECT FUNDS	9,986,502.67
DEBT SERVICE FUNDS	7,419,404.15
ENTERPRISE FUNDS	59,120,653.24
INTERNAL SERVICE FUNDS	33,357,686.23
TRUST & AGENCY FUNDS	49,180,083.71
REDEVELOPMENT AGENCY	44,214,509.25
RICHMOND HOUSING AUTHORITY	(7,318,498.74)
TREASURER'S FUND - unallocated	<u>26,185.45</u>
TOTAL CASH	<u><u>209,903,149.51</u></u>

CITY OF RICHMOND  
 CASH BALANCES BY FUND  
 DECEMBER 31, 2011

<u>FUND</u>	<u>FUND DESCRIPTION</u>	<u>AMOUNT</u>	<u>TOTAL</u>
<u>GENERAL FUND</u>			
0001	GENERAL FUND	<u>12,276,457.37</u>	12,276,457.37
<b><u>SPECIAL REVENUE FUNDS</u></b>			
1001	SECURED PENSION OVERRIDE	(1,627,152.58)	
1002	STATE GAS TAX	4,283,546.40	
1003	PARATRANSIT OPERATIONS	(64,382.57)	
1004	ASSET SEIZURE FUND	247,377.92	
1005	LIBRARY FUND	436,640.02	
1006	OUTSIDE FUNDED SVCS - GRAN	604,141.50	
1007	EMERGENCY MED SERV	135,576.59	
1008	PT MOLATE SEC & MAINT	(12,657.56)	
1009	VEOLIA MITIGATION	48,064.15	
1010	N.RICHMOND WASTE	142,928.44	
1011	OUTSIDE FUNDED SVCS - DONA	39,889.02	
1012	HILLTOP LANDSCAPE MAINT DI	365,803.68	
1013	HAZMAT FUND	428,712.37	
1015	MARINA BAY LNDSCP & LIGHT L	863,734.72	
1050	CR-PLANNING & BUILDING	(3,747,981.41)	
1051	CR-ENGINEERING	1,191,767.11	
1053	CR-CODE ENFORCEMENT	(566,203.38)	
1054	ENGINEERING GRANTS	(2,488,236.03)	
1201	CDBG	1,303,207.35	
1202	HOME PROGRAM	(494,793.01)	
1203	NEIGHBORHOOD STABILIZATIO	933,498.91	
1204	CDBG RECOVERY	(22,454.44)	
1205	EMPLOYMENT & TRAINING	(260,829.54)	
1206	CDBG HOMELESS PREV RAPID	(100,031.48)	
		<u>1,640,166.18</u>	

FUND                      FUND DESCRIPTION                      AMOUNT                      TOTAL

**CAPITAL PROJECT FUNDS**

2001	GENERAL CAPITAL FUND	5,665,223.24	
2002	MEASURE J	692,293.69	
2003	CIP LSE REV BOND 01	625,506.12	
2004	CIVIC CENTER	1,936,005.97	
2006	PARKS FUND	(1,038,081.77)	
2007	HARBOR FUND	1,081,832.56	
2008	TRANSPORTATION FUND	424,069.14	
2009	STATE HIGHWAY FUND	1,396,799.09	
2110	IMPACT FEE - PARKS	2,370,746.20	
2111	IMPACT FEE - TRAFFIC	(3,028,089.70)	
2113	IMPACT FEE - FIRE	29,500.77	
2114	IMPACT FEE - POLICE	128,632.34	
2115	IMPACT FEE - COMM/AQUATC	244,694.70	
2116	IMPACT FEE - PARKS/OPEN	(665,667.63)	
2117	IMPACT FEE - LIBRARY	382,493.71	
2118	IMPACT FEE - HILLTOP	(2,127.50)	
2119	IMPACT FEE - STORM DRAINAG	(257,328.26)	
			9,986,502.67

**DEBT SERVICE FUNDS**

3001	DS - 2005 TAXABLE POB	6,352,442.75	
3002	DS - 99A PENSION OBLIG BOND	(6,116.71)	
3003	DS - 95A SER REV RFDG BDS	805,137.87	
3005	DS-2007 REFNDING&CVC CTR	267,940.24	
			7,419,404.15

**ENTERPRISE FUNDS**

4001	PORT OF RICHMOND	9,147,928.98	
4003	WASTEWATER	47,996,305.88	
4005	MARINA	2,728,463.49	
4006	STORMWATER	(1,622,798.36)	
4008	KCRT - CABLE TELEVIS	870,733.25	
			59,120,653.24

FUND                      FUND DESCRIPTION                      AMOUNT                      TOTAL

INTERNAL SERVICE FUNDS

5001	INSURANCE RESERVES	28,773,075.96	
5002	INFORMATION TECHNOLOGY	1,274,796.05	
5003	EQUIPMENT SERVICES	1,359,579.27	
5004	FACILITIES MANAGEMENT	229,062.13	
5005	CAD DISPATCH SYSTEM	162,703.71	
5006	RMS RECORDS SERVICES	132,182.04	
5007	800 MHZ TELECOM SYSTEM	1,426,287.07	
			33,357,686.23

TRUST & AGENCY FUNDS

6001	GENERAL TRUST & AGENCY	61.15	
6002	JOHNSON TRUST	10,013.38	
6003	CUBA FRIENDSHIP	1,940.59	
6004	COMMISSION ON AGING	38,360.92	
6005	SEAVER GALLERY TRUST FUND	113,349.82	
6006	POLICE GENERAL TRUST	1,158,411.05	
6007	SENIOR TRUST DEPOSIT	50,220.67	
6049	PT MOLATE NAVY GRANT	22,441,486.59	
6050	GENERAL PENSION FUND	891,683.78	
6051	POLICE & FIRE PENSION	17,213,566.25	
6052	GARFIELD PENSION FUND	293,685.68	
6053	JPFA: 99 REV REFUND	-	
6054	CUTTING CANAL A.D. 8	8,174.35	
6055	HILLTOP REDEMPTION F	-	
6056	SAN PABLO 854 ASSES	246,289.87	
6057	HARBOR NAVIGATION IM	526,499.33	
6058	MARINA WESTSHORE DEB	589,198.34	
6059	COUNTRY CLUB VISTA	1,359,171.28	
6060	REASSESSMENT DISTRICT 2003	2,170,375.17	
6998	SPECIAL A.D. -CLOSED	-	
6999	PAYROLL LIABILITIES FUND	2,067,595.49	
			49,180,083.71

9999	TREASURER'S FUND - net adj po	26,185.45	26,185.45
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<u>FUND</u>	<u>FUND DESCRIPTION</u>	<u>AMOUNT</u>	<u>TOTAL</u>
<b><u>REDEVELOPMENT AGENCY</u></b>			
7101	RCRA ADMIN	(1,035,554.41)	
7102	HSNG ADMIN	(768,621.54)	
7201	CIP/RCRA	744,537.66	
7202	CIP/HSNG	(1,498,897.42)	
7203	CIP/HENSLY	53,194.93	
7204	CIP/DTOWN	683,022.27	
7205	CIP/HAR11A	2,319,637.78	
7206	CIP/L-MHSG	6,163,745.15	
7207	CIP/JIP-00A	690,211.54	
7208	CIP/JIP-00B	1,068,513.98	
7209	CIP/DTOWN	45,459.68	
7310	CIP/HAR11A	4,128,527.32	
7312	CIP/2003B	308,253.69	
7313	CIP/04A-RA	1,641,000.64	
7314	CIP/04A-HS	816,901.35	
7315	CIP/04B-HS	1,171,311.44	
7316	CIP/07A-BD	6,736,424.20	
7317	CIP/07B-BD	5,477,745.55	
7401	DS/ESTSHRE	234,115.27	
7402	DS/POTRERO	414,588.48	
7403	DS/PILOT	633,645.86	
7404	DS/HENSLEY	698,729.54	
7405	DS/DTOWN	729,060.07	
7406	DS/GALVIN	427,529.27	
7407	DS/NEVIN	97,544.64	
7408	DS/N-RCHD	30,027.72	
7409	DS/HRBR DS	5,272,262.65	
7510	DS/91HRBR	79,807.63	
7511	DS/98HRBR	1,039,901.71	
7512	DS/6AHRBR	431,585.81	
7513	DS/WF02LN	(116.28)	
7601	2003A DEBT	57,617.77	
7602	2003B DEBT	198,393.02	
7603	2004A DEBT	2,540,145.98	
7604	2000A DEBT	262,161.93	
7701	2004A HSNG	1,628,744.58	
7702	2004B HSNG	118,418.31	
7703	2007B HSNG	574,931.48	
			<b>44,214,509.25</b>

<u>FUND</u>	<u>FUND DESCRIPTION</u>	<u>AMOUNT</u>	<u>TOTAL</u>
<b><u>RICHMOND HOUSING AUTHORITY</u></b>			
8101	RHA - CONVENTIONAL FUND	(7,318,498.74)	(7,318,498.74)
<b>TOTAL CASH</b>			<b><u>209,903,149.51</u></b>