



**Finance Department – Treasury Division**

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

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

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

A handwritten signature in blue ink, appearing to be "J. Goins", written over the printed name of James C. Goins.

**Date: April 3, 2012**

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

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

**City of Richmond**  
**Investment Report for February 2012**  
**Pooled Investment Portfolio Analysis**

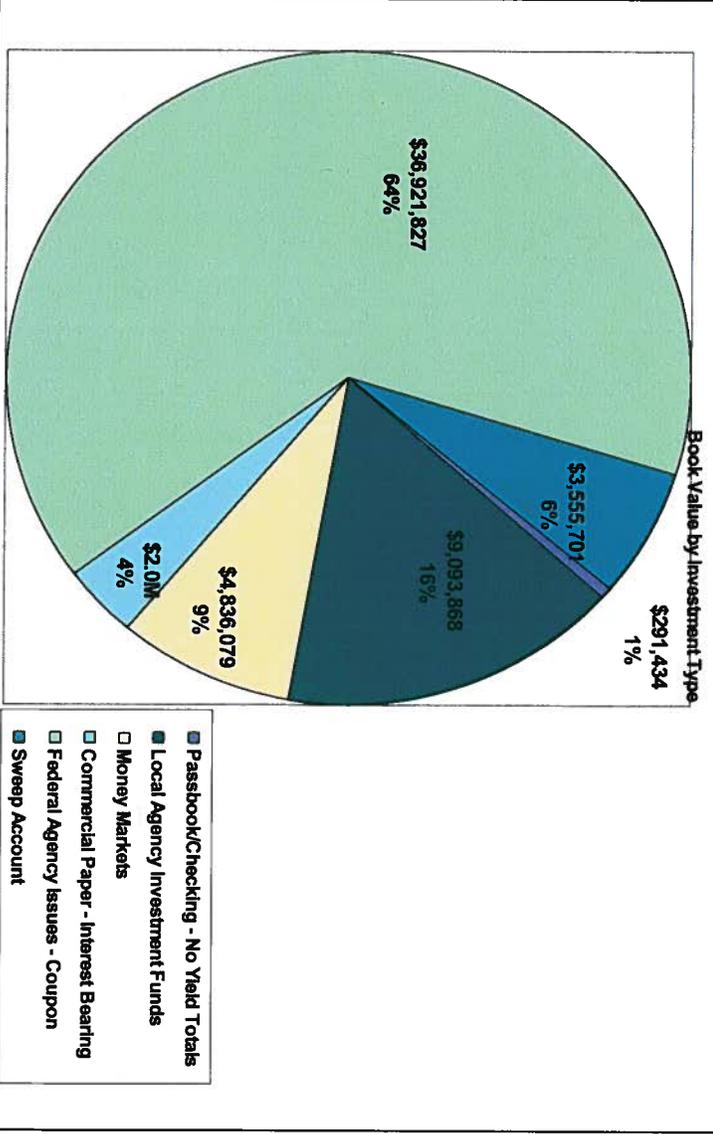
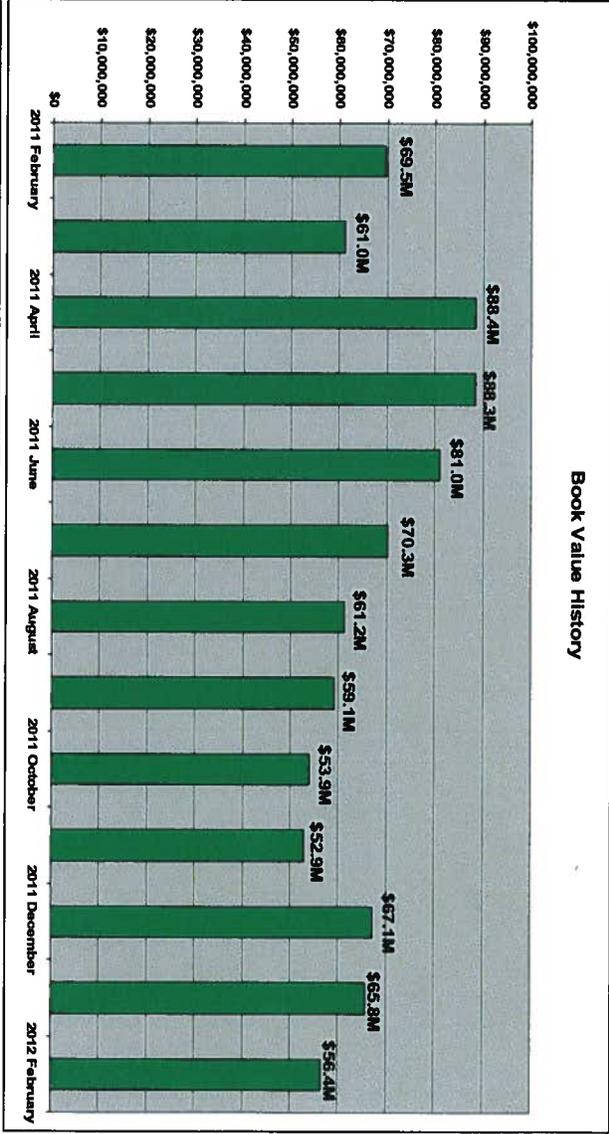
**Investment Composition:**

Book Value of Investments Held **\$56,407,474.33**  
 Market Value of Investments Held **56,913,517.31**  
 Unrealized Gain (Loss) - amount **506,042.98**  
 Unrealized Gain (Loss) - percentage **0.89%**

	Amount	%
Federal Agency Securities	36,921,827.00	65.46%
Money Market	4,836,078.85	8.57%
LAI	9,093,867.51	16.12%
Commercial Paper	2,000,000.00	3.55%
Sweep Account	3,555,700.95	6.30%
<b>Total</b>	<b>56,407,474.31</b>	<b>100.00%</b>

**Cash Summary:**

Pooled Investments	56,407,474.31
Fiscal Agent Investments	133,546,435.54
Checking Accounts & Other Activity	(1,272,219.32)
RCRA Fiscal Agent Accts & Others	17,729,959.55
<b>Total Cash Balance (detail attached)</b>	<b>206,411,650.08</b>





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

**City of Richmond  
 Portfolio Management  
 Portfolio Summary  
 February 29, 2012**

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	9,093,867.51	9,093,867.51	9,093,867.51	16.12	1	1	0.384	0.389
Money Markets	4,836,078.85	4,836,078.85	4,836,078.85	8.57	1	1	0.173	0.176
Commercial Paper - Interest Bearing	2,000,000.00	2,000,000.00	2,000,000.00	3.55	1,468	1,439	1.550	1.572
Federal Agency Issues - Coupon	37,000,000.00	37,427,870.00	36,921,827.00	65.46	1,789	417	2.123	2.152
Sweep Account	3,555,700.95	3,555,700.95	3,555,700.95	6.30	1	1	0.138	0.140
<b>Investments</b>	<b>56,485,647.31</b>	<b>56,913,517.31</b>	<b>56,407,474.31</b>	<b>100.00%</b>	<b>1,224</b>	<b>324</b>	<b>1.530</b>	<b>1.551</b>
<b>Cash and Accrued Interest</b>								
Passbook/Checking (not included in yield calculations)	291,434.34	291,434.34	291,434.34		1	1	0.000	0.000
Accrued Interest at Purchase								
Subtotal		750.00	750.00					
		292,184.34	292,184.34					
<b>Total Cash and Investments</b>	<b>56,777,081.65</b>	<b>57,205,701.65</b>	<b>56,699,658.65</b>		<b>1,224</b>	<b>324</b>	<b>1.530</b>	<b>1.551</b>

Total Earnings	February 29 Month Ending	Fiscal Year To Date
Current Year	67,220.66	734,019.47
<b>Average Daily Balance</b>	<b>62,947,300.85</b>	<b>62,540,705.69</b>
<b>Effective Rate of Return</b>	<b>1.34%</b>	<b>1.76%</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  
  
 4-6-12

**City of Richmond  
Portfolio Management  
Portfolio Details - Investments  
February 29, 2012**

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	13.46	07/01/2010	13.46	13.46	13.46	0.389		0.389	1	
98-07-724	1000	L.A.I.F. - City of Richmond	9,093,854.05	07/01/2010	9,093,854.05	9,093,854.05	9,093,854.05	0.389		0.389	1	
		<b>Subtotal and Average</b>	<b>13.46</b>		<b>9,093,867.51</b>	<b>9,093,867.51</b>	<b>9,093,867.51</b>			<b>0.389</b>	<b>1</b>	
<b>Money Markets</b>												
SYS200595	200595	Torrey Pines/Alta Alliance	437,901.17	07/01/2010	437,901.17	437,901.17	437,901.17	0.300		0.304	1	
SYS200601	200601	Cal Trust	300,681.10	07/01/2010	300,681.10	300,681.10	300,681.10	0.500		0.507	1	
1601111894	200581	Wells Fargo Bank	344,464.30	07/01/2010	344,464.30	344,464.30	344,464.30	0.100		0.101	1	
SYS1030	1030	Mechanics Bank	3,477,645.80	07/01/2010	3,477,645.80	3,477,645.80	3,477,645.80	0.150		0.152	1	
431114503	200534	Union Bank of Calif - Safekeep	275,386.48	07/01/2010	275,386.48	275,386.48	275,386.48	0.001		0.001	1	
		<b>Subtotal and Average</b>	<b>6,885,556.19</b>		<b>4,836,078.85</b>	<b>4,836,078.85</b>	<b>4,836,078.85</b>			<b>0.176</b>	<b>1</b>	
<b>Commercial Paper - Interest Bearing</b>												
SYS200727	200727	General	2,000,000.00	02/01/2012	2,000,000.00	2,000,000.00	2,000,000.00	1.550		1.572	1,439	02/08/2016
		<b>Subtotal and Average</b>	<b>2,000,000.00</b>		<b>2,000,000.00</b>	<b>2,000,000.00</b>	<b>2,000,000.00</b>			<b>1.572</b>	<b>1,439</b>	
<b>Federal Agency Issues - Coupon</b>												
31331G2Y4	200673	Federal Farm Credit Bank	3,000,000.00	11/05/2009	3,000,000.00	3,167,610.00	3,000,000.00	2.800	Aaa	2.800	979	11/05/2014
313373L59	200710	Federal Home Loan Bank	2,000,000.00	04/27/2011	2,000,000.00	2,004,880.00	1,999,000.00	2.000	Aaa	2.051	57	07/27/2015
31398AZ54	200698	Federal National Mortgage Asso	3,000,000.00	08/04/2010	3,000,000.00	3,153,390.00	2,998,950.00	2.150	Aaa	2.157	1,251	08/04/2015
3136FPTL1	200713	Federal National Mortgage Asso	3,000,000.00	05/05/2011	3,000,000.00	3,017,640.00	2,935,977.00	1.500	Aaa	2.981	242	10/29/2015
3136FPV3	200700	Federal National Mortgage Asso	3,000,000.00	12/02/2010	3,000,000.00	3,008,850.00	3,000,000.00	3.500	Aaa	3.500	1,371	12/02/2015
3134G2LY6	200717	Federal Home Loan Mortgage Cor	2,000,000.00	06/29/2011	2,000,000.00	2,012,320.00	1,996,000.00	2.000	Aaa	2.042	120	06/29/2016
3136FRUM3	200716	Federal National Mortgage Asso	3,000,000.00	06/29/2011	3,000,000.00	3,016,050.00	2,997,000.00	2.000	Aaa	2.102	120	06/29/2016
31331KSN1	200718	Federal Farm Credit Bank	3,000,000.00	07/27/2011	3,000,000.00	3,018,690.00	3,000,000.00	2.040	Aaa	2.040	148	07/27/2016
3136FRE58	200719	Federal National Mortgage Asso	3,000,000.00	07/27/2011	3,000,000.00	3,017,070.00	2,997,750.00	2.000	Aaa	2.076	148	07/27/2016
3136FRE74	200720	Federal National Mortgage Asso	3,000,000.00	08/01/2011	3,000,000.00	3,017,610.00	2,999,250.00	2.000	Aaa	2.025	153	08/01/2016
3136FTME6	200724	Federal National Mortgage Asso	3,000,000.00	11/16/2011	3,000,000.00	3,009,480.00	2,999,700.00	1.550	Aaa	1.560	260	11/16/2016
3134G25G3	200725	Federal Home Loan Mortgage Cor	3,000,000.00	11/21/2011	3,000,000.00	3,009,780.00	2,999,700.00	1.500	Aaa	1.510	265	11/21/2016
313376ZG3	200726	Federal Home Loan Bank	3,000,000.00	02/23/2012	3,000,000.00	2,974,500.00	2,998,500.00	0.980	Aaa	1.081	83	11/23/2016
		<b>Subtotal and Average</b>	<b>6,723,175.86</b>		<b>37,000,000.00</b>	<b>37,427,870.00</b>	<b>36,921,827.00</b>			<b>2.152</b>	<b>417</b>	
<b>Sweep Account</b>												
1001	1001	Mechanics Bank	3,555,700.95	04/12/2006	3,555,700.95	3,555,700.95	3,555,700.95	0.140		0.140	1	
		<b>Subtotal and Average</b>	<b>6,591,363.39</b>		<b>3,555,700.95</b>	<b>3,555,700.95</b>	<b>3,555,700.95</b>			<b>0.140</b>	<b>1</b>	

Portfolio CITY  
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Report Ver. 5.00

**City of Richmond**  
**Portfolio Management**  
**Portfolio Details - Investments**  
**February 29, 2012**

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Moody's	YTM/C	Days to Maturity
		<b>Total and Average</b>	23,170,899.11		56,485,647.31	56,913,517.31	56,407,474.31			1.551	324

**City of Richmond**  
**Portfolio Management**  
**Portfolio Details - Cash**  
**February 29, 2012**

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	0.00	02/08/2011	291,434.34	291,434.34	291,434.34			0.000	1
		<b>Average Balance</b>	<b>0.00</b>	<b>Accrued Interest at Purchase</b>		<b>750.00</b>	<b>750.00</b>				<b>1</b>
		<b>Subtotal</b>				<b>292,184.34</b>	<b>292,184.34</b>				
<b>Total Cash and Investments</b>					<b>56,777,081.65</b>	<b>57,205,701.65</b>	<b>56,699,658.65</b>			<b>1.551</b>	<b>324</b>

CITY OF RICHMOND  
CASH BALANCES BY FUND TYPE  
FEBRUARY 29, 2012

<u>FUND DESCRIPTION</u>	<u>AMOUNT</u>
GENERAL FUND	22,649,911.08
SPECIAL REVENUE FUNDS	(762,296.28)
CAPITAL PROJECT FUNDS	8,386,496.89
DEBT SERVICE FUNDS	9,562,249.51
ENTERPRISE FUNDS	52,802,431.04
INTERNAL SERVICE FUNDS	26,737,469.53
TRUST & AGENCY FUNDS	49,366,486.24
REDEVELOPMENT AGENCY	45,093,097.53
RICHMOND HOUSING AUTHORITY	(7,490,888.10)
TREASURER'S FUND - unallocated	66,692.94
<b>TOTAL CASH</b>	<b><u>206,411,650.38</u></b>

CITY OF RICHMOND  
 CASH BALANCES BY FUND  
 FEBRUARY 29, 2012

		FEBRUARY 2012	
<u>FUND</u>	<u>FUND DESCRIPTION</u>	<u>AMOUNT</u>	<u>TOTAL</u>
<b><u>GENERAL FUND</u></b>			
0001	GENERAL FUND	22,649,911.08	22,649,911.08
<b><u>SPECIAL REVENUE FUNDS</u></b>			
1001	SECURED PENSION OVERRIDE	(1,630,871.92)	
1002	STATE GAS TAX	3,515,040.90	
1003	PARATRANSIT OPERATIONS	(148,002.36)	
1004	ASSET SEIZURE FUND	261,166.17	
1005	LIBRARY FUND	452,743.57	
1006	OUTSIDE FUNDED SVCS - GRANTS	481,204.79	
1007	EMERGENCY MED SERV	132,643.45	
1008	PT MOLATE SEC & MAINT	(178,312.24)	
1009	VEOLIA MITIGATION	51,997.38	
1010	N.RICHMOND WASTE	38,468.50	
1011	OUTSIDE FUNDED SVCS - DONATION	40,482.30	
1012	HILLTOP LANDSCAPE MAINT DIST	247,491.68	
1013	HAZMAT FUND	371,054.81	
1015	MARINA BAY LNDSCP & LIGHT DIST	791,360.68	
1050	CR-PLANNING & BUILDING	(4,137,914.16)	
1051	CR-ENGINEERING	1,064,828.35	
1053	CR-CODE ENFORCEMENT	(1,116,373.96)	
1054	ENGINEERING GRANTS	(2,670,543.32)	
1201	CDBG	1,661,886.08	
1202	HOME PROGRAM	(381,441.19)	
1203	NEIGHBORHOOD STABILIZATION	845,426.70	
1204	CDBG RECOVERY	14,151.56	
1205	EMPLOYMENT & TRAINING	(467,507.23)	
1206	CDBG HOMELESS PREV RAPID RESP	(1,276.82)	
		(762,296.28)	

FUND                      FUND DESCRIPTION                      AMOUNT                      TOTAL

CAPITAL PROJECT FUNDS

2001	GENERAL CAPITAL FUND	4,554,417.06	
2002	MEASURE J	1,511,841.37	
2003	CIP LSE REV BOND 01	626,751.32	
2004	CIVIC CENTER	1,824,433.90	
2006	PARKS FUND	(1,038,081.77)	
2007	HARBOR FUND	1,083,299.08	
2008	TRANSPORTATION FUND	40,944.72	
2009	STATE HIGHWAY FUND	896,886.94	
2110	IMPACT FEE - PARKS	2,101,245.23	
2111	IMPACT FEE - TRAFFIC	(3,028,089.70)	
2113	IMPACT FEE - FIRE	29,559.58	
2114	IMPACT FEE - POLICE	104,275.18	
2115	IMPACT FEE - COMM/AQUATC	240,187.16	
2116	IMPACT FEE - PARKS/OPEN	(665,667.63)	
2117	IMPACT FEE - LIBRARY	363,950.21	
2118	IMPACT FEE - HILLTOP	(2,127.50)	
2119	IMPACT FEE - STORM DRAINAGE	(257,328.26)	8,386,496.89

DEBT SERVICE FUNDS

3001	DS - 2005 TAXABLE POB	6,352,539.16	
3002	DS - 99A PENSION OBLIG BOND	(6,116.71)	
3003	DS - 95A SER REV RFDG BDS	1,005,029.94	
3005	DS-2007 REFNDING&CVC CTR	2,210,797.12	9,562,249.51

ENTERPRISE FUNDS

4001	PORT OF RICHMOND	6,434,580.05	
4003	WASTEWATER	45,037,205.50	
4005	MARINA	2,748,069.26	
4006	STORMWATER	(1,683,601.39)	
4008	KCRT - CABLE TELEVIS	266,177.62	52,802,431.04

FUND

FUND DESCRIPTION

AMOUNT

TOTAL

INTERNAL SERVICE FUNDS

5001	INSURANCE RESERVES	23,703,415.25	
5002	INFORMATION TECHNOLOGY	4,520.00	
5003	EQUIPMENT SERVICES	1,218,138.28	
5004	FACILITIES MANAGEMENT	(85.19)	
5005	CAD DISPATCH SYSTEM	191,780.57	
5006	RMS RECORDS SERVICES	91,560.96	
5007	800 MHZ TELECOM SYSTEM	1,528,139.66	
		<u>26,737,469.53</u>	

TRUST & AGENCY FUNDS

6001	GENERAL TRUST & AGENCY	672,138.42	
6002	JOHNSON TRUST	10,033.40	
6003	CUBA FRIENDSHIP	1,944.51	
6004	COMMISSION ON AGING	37,875.31	
6005	SEAVER GALLERY TRUST FUND	154,284.28	
6006	POLICE GENERAL TRUST	1,055,213.12	
6007	SENIOR TRUST DEPOSIT	41,497.38	
6049	PT MOLATE NAVY GRANT	22,441,486.59	
6050	GENERAL PENSION FUND	805,781.46	
6051	POLICE & FIRE PENSION	16,609,629.27	
6052	GARFIELD PENSION FUND	279,976.11	
6053	JPFA: 99 REV REFUND		
6054	CUTTING CANAL A.D. 8	8,174.35	
6055	HILLTOP REDEMPTION F		
6056	SAN PABLO 854 ASSES	246,780.26	
6057	HARBOR NAVIGATION IM	527,111.79	
6058	MARINA WESTSHORE DEB	588,257.45	
6059	COUNTRY CLUB VISTA	1,360,740.15	
6060	REASSESSMENT DISTRICT 2003-1	2,173,561.16	
6998	SPECIAL A.D. -CLOSED		
6999	PAYROLL LIABILITIES FUND	<u>2,352,001.23</u>	
		49,366,486.24	
9999	TREASURER'S FUND - net adj posted in p	66,692.94	66,692.94

FUND

FUND DESCRIPTION

AMOUNT

TOTAL

REDEVELOPMENT AGENCY

7101	RCRA ADMIN	(132,144.65)	
7102	HSNG ADMIN	(59,218.37)	
7201	CIP/RCRA	(47,866.13)	
7202	CIP/HSNG	1,559,223.43	
7203	CIP/HENSLEY	53,194.93	
7204	CIP/DTOWN	695,177.39	
7205	CIP/HAR11A	1,783,263.92	
7206	CIP/L-MHSG	1,009,341.28	
7207	CIP/JP-00A	690,213.67	
7208	CIP/JP-00B	1,068,516.72	
7209	CIP/DTOWN	(92,079.20)	
7310	CIP/HAR11A	5,722,234.84	
7312	CIP/2003B	308,254.30	
7313	CIP/04A-RA	1,641,005.82	
7314	CIP/04A-HS	816,903.48	
7315	CIP/04B-HS	1,171,314.79	
7316	CIP/07A-BD	9,899,755.56	
7317	CIP/07B-BD	6,102,804.72	
7401	DS/ESTSHRE	38,849.84	
7402	DS/POTRERO	56,151.13	
7403	DS/PILOT	632,141.04	
7404	DS/HENSLEY	127.85	
7405	DS/DTOWN	42,217.50	
7406	DS/GALVIN	146,277.07	
7407	DS/NEVIN	14,082.82	
7408	DS/N-RCHD	50,806.55	
7409	DS/HRBR DS	465,389.45	
7510	DS/91HRBR	79,807.63	
7511	DS/98HRBR	1,318,984.82	
7512	DS/6AHRBR	62,928.32	
7513	DS/WF02LN	16.77	
7601	2003A DEBT	890,913.84	
7602	2003B DEBT	942,755.75	
7603	2004A DEBT	2,902,445.82	
7604	2000A DEBT	2,198,530.53	
7701	2004A HSNG	1,805,431.74	
7702	2004B HSNG	226,458.58	
7703	2007B HSNG	1,028,883.98	

45,093,097.53

<u>FUND</u>	<u>FUND DESCRIPTION</u>	<u>AMOUNT</u>	<u>TOTAL</u>
<b><u>RICHMOND HOUSING AUTHORITY</u></b>			
8101	RHA - CONVENTIONAL FUND	<u>(7,490,888.10)</u>	<u>(7,490,888.10)</u>
<b>TOTAL CASH</b>			<b><u><u>206,411,650.38</u></u></b>