



OFFICE OF THE CITY AUDITOR
Long Beach, California

C-4

LAURA L. DOUD, CPA
City Auditor

April 21, 2009

HONORABLE MAYOR AND CITY COUNCIL
City of Long Beach
California

RECOMMENDATION:

Receive and file the 3rd and 4th Quarters of Cash and Investments for the quarters ending June 30, 2008, and September 30, 2008.

DISCUSSION:

Pursuant to Section 803 of the City Charter, the Office of the City Auditor is charged with verifying cash in the City Treasury on a quarterly basis and providing a written report to the City Council. Attached are the quarterly Reports of Cash and Investments for the quarters ending June 30, 2008, and September 30, 2008.

TIMING CONSIDERATIONS:

This item is not time sensitive.

FISCAL IMPACT:

There is no fiscal impact.

SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,

Laura L. Doud, CPA
CITY AUDITOR

Attachment

Office of the City Auditor

Audit Report
Quarterly Audit of Cash & Investments
As of June 30, 2008

April 2009



Audit Staff

City Auditor: Laura L. Doud
Assistant City Auditor: James Johnson
Deputy City Auditor: Janet Day
Senior Auditor: Sotheary Hul
Staff Auditor: Kris Lopez
Staff Auditor: Scott Gardiner

Table of Contents

Executive Summary.....	1
Background	1
Audit Objectives, Scope, and Methodology	2
Results and Conclusions	3
Management Comments	3
Attachment I: Pooled and Non-Pooled Cash and Investment Balances By Fund.....	4
Attachment II: Pooled and Non-Pooled Cash and Investment Balances By Security Type	6

EXECUTIVE SUMMARY

The Office of the City Auditor has completed the quarterly audit of the cash and investment balances of the City of Long Beach as of June 30, 2008. The City of Long Beach's management is responsible for the schedules of cash and investments. Our responsibility is to verify cash on a quarterly basis and provide a written report to the City Council. As of June 30, 2008, the City's cash and investment portfolio totaled \$2.04 billion.

Based on the results of audit procedures performed as described below, cash and investment balances as recorded on the City's books as of June 30, 2008 agree as to the amount and description with outside depositories. Also, we found the City to be in compliance with the California Government Code and the City's Investment Policy.

BACKGROUND

City Charter Mandate

Pursuant to Section 803 of the Charter of the City of Long Beach, California, the Office of the City Auditor is charged with verifying cash in the City Treasury on a quarterly basis and providing a written report to the City Council.

This performance audit of the cash and investment balances of the City of Long Beach includes verifying cash and investments with outside depositories, and evaluating the City Treasurer's compliance with California Government Code Section 53601 and the City's Investment Policy, which is adopted annually by the City Council.

Pooled Cash and Investments

The City's pooled cash is a grouping of the City's available cash for investments. The larger amount of money involved in a pool allows the group of funds to earn a higher rate of return than each fund could receive by itself. Pooled funds that are not needed for operations are invested by the Treasury Bureau. The interest income earned in pooled cash and investments is apportioned to funds based on the ratio of daily cash balances to the total of pooled cash and investments.

Non-pooled Cash and Investments

Generally, non-pooled cash is used for specific project operations or pledged for reserves or interest payments of outstanding debt.

AUDIT OBJECTIVES, SCOPE, AND METHODOLOGY

The objectives of our audit were to agree cash and investments as to the amount and description recorded on the City's books with outside depositories and to evaluate the City's compliance with provisions of the California Government Code Section 53601 and the City's Investment Policy.

The scope of this audit was limited to the quarter ending June 30, 2008.

We performed the following procedures in our audit:

- Conducted interviews of management personnel to gain an understanding of the internal controls in place surrounding the safeguarding of City's cash and investments.
- Obtained written confirmations of all cash held by banks and investments held by the City Treasurer's safekeeping agent and other custodians as of June 30, 2008 and agreed them to the City's general ledger.
- Traced the balance of total investments on the City Treasurer's Investment Holdings Report as of June 30, 2008 to the City's general ledger.
- Analyzed the bank account and investment reconciliations as of June 30, 2008 and agreed them to the City's general ledger. This included testing, on a sample basis, the various adjustments made on the reconciliations.
- Compared investments listed on the City Treasurer's Investment Activity Portfolio Statistics Report as of June 30, 2008 to the types of investments authorized for the City in accordance with the City's Investment Policy and California Government Code Section 53601.
- Compared the portfolio mix of investment types listed in the City Treasurer's Investment Activity Portfolio Statistics Report as of June 30, 2008 to the portfolio mix limitations imposed by the City's Investment Policy and California Government Code Section 53601 for specific investment types.
- Recomputed and reviewed supporting documentation, on a sample basis, relevant to the purchase, sale and maturity of individual investments to determine compliance with the following provisions of California Government Code Section 53601 and the City's Investment Policy:
 - Purchase of investments meet minimum rating requirements and maximum allowable maturity periods.
 - All sections of the investment transaction record are properly completed and authorized by the City Treasurer.
 - Transactions are supported by documentation from third-party sources (individual broker confirmations, safekeeping statements, custodian statements, etc.).

The City finalizes its calculations of accrued interest at the end of the fiscal year; thus, testing of this interest is conducted as part of our fourth quarter cash and investments audit. As such, we did not test accrued interest, which is excluded from the Total Cash and Investments as of June 30, 2008. In addition, the allocation of pooled cash and investments between funds was outside the scope of this audit.

We conducted this audit in accordance with generally accepted government auditing standards. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions based on our audit objectives. We believe that the evidence obtained provides a reasonable basis for our findings and conclusions based on our audit objectives.

RESULTS AND CONCLUSIONS

The City's cash and investment balances as of June 30, 2008 are summarized as follows:

Pooled Cash and Investments	\$ 1,796,380,678
Non-Pooled Cash and Investments	<u>241,740,373</u>
Total Cash and Investments	<u>\$ 2,038,121,051</u>

The Schedule of Pooled and Non-Pooled Cash and Investment Balances by Fund, and the Schedule of Pooled and Non-Pooled Cash and Investment Balances by Security Type are attached.

Based on the results of audit procedures performed, cash and investment balances as recorded on the City's books as of June 30, 2008 agree as to the amount and description with outside depositories. Also, we found the City to be in compliance with the California Government Code and the City's Investment Policy.

MANAGEMENT COMMENTS

Management concurs with the results of this audit report.

ATTACHMENT I

CITY OF LONG BEACH
OFFICE OF THE CITY AUDITOR

POOLED AND NON-POOLED CASH AND INVESTMENT BALANCES BY FUND
AT JUNE 30, 2008 WITH COMPARATIVE TOTALS FOR JUNE 30, 2007

Fund #	Name of Fund	Pooled 6/30/2008	Non-Pooled 6/30/2008	Total at 6/30/2008	Total at 6/30/2007
100	General Fund, General	\$ 110,297,588	\$ 4,252,348	\$ 114,549,936	\$ 86,692,385
103	General Fund, Library	(5,767,852)	20,705	(5,747,147)	(2,240,624)
105	General Fund, Parks and Recreation	(2,533,002)	2,334,640	(198,362)	3,149,173
120	Special Revenue, General Grants	7,100,931	-	7,100,931	4,770,212
121	Special Revenue, Police & Fire	2,240,562	-	2,240,562	-
130	Special Revenue, Health	(1,159,272)	10,650	(1,148,622)	(1,762,859)
131	Special Revenue, CUPA	358,520	-	358,520	352,594
132	Special Revenue, Parking & Business	893,790	-	893,790	1,006,668
133	Special Advertising & Promotion	1,359,842	281	1,360,123	1,888,385
134	Special Revenue, Upland Oil	3,978,015	-	3,978,015	4,790,377
135	Housing Development	45,756,308	10,212	45,766,520	40,200,971
136	Belmont Shore Parking Meters	601,662	36,502	638,164	558,343
137	Planning & Building Department	3,040,019	-	3,040,019	289,555
149	Special Revenue, Business Assistance	1,500,374	-	1,500,374	1,911,964
150	Community Development Grants	2,219,666	12,956	2,232,622	4,111,839
151	Housing Authority	18,519,107	134,251	18,653,358	17,604,462
180	Special Revenue, Park Development	496,191	-	496,191	429,827
181	Gas Tax Street Improvement	4,579,213	-	4,579,213	11,272,467
182	Special Revenue, Transportation	43,740,640	-	43,740,640	32,332,707
201	Capital Projects	20,009,900	17,701,488	37,711,388	39,618,500
202	Assessment District-Capital Projects	2,698,232	109	2,698,341	2,584,594
220	RDA-LB Bond Authority	-	31,798	31,798	53,627
221	RDA-Poly High	984,785	244,686	1,229,471	1,897,750
222	RDA-West Beach	1,887,713	1,423,317	3,311,030	3,170,738
223	RDA-West Long Beach	22,709,319	3,122,883	25,832,202	23,438,089
224	RDA-Downtown	19,959,335	8,191,141	28,150,476	22,474,413
225	RDA-Project Income	2,896,852	-	2,896,852	2,886,787
227	RDA-Los Altos	683,977	407,989	1,091,966	919,974
228	RDA-Central	8,126,962	10,618,414	18,745,376	20,836,190
230	RDA-North	26,017,283	38,782,912	64,800,195	64,639,082
232	RDA-Housing	22,353	31,506,354	31,528,707	47,713,242
301	Gas Revenue	11,331,542	655,500	11,987,042	14,233,992
310	Water	8,017,543	3,619,050	11,636,593	11,618,748
311	Sewer	3,419,130	-	3,419,130	6,682,510
320	Airport	20,731,975	3,748,952	24,480,927	21,107,822
330	Refuse/Recycling	24,629,304	3,000	24,632,304	23,986,782
331	SERRF	38,709,891	-	38,709,891	37,258,151
339	SERRF JPA	285,085	12,251,121	12,536,206	12,480,666
340	Towing Operations	540,481	3,700	544,181	1,690,081
380	Civic Center	8,765,317	4,003,352	12,768,669	21,784,358
385	General Services	3,516,852	3,041	3,519,893	3,205,324

ATTACHMENT I
(continued)
CITY OF LONG BEACH
OFFICE OF THE CITY AUDITOR

POOLED AND NON-POOLED CASH AND INVESTMENT BALANCES BY FUND
AT JUNE 30, 2008 WITH COMPARATIVE TOTALS FOR JUNE 30, 2007

Fund #	Name of Fund	Pooled 6/30/2008	Non-Pooled 6/30/2008	Total at 6/30/2008	Total at 6/30/2007
386	Fleet Services Fund	9,828,882	2,753,276	12,582,158	14,042,274
390	Insurance	17,099,133	61	17,099,194	10,999,274
391	Employee Benefits	64,985,158	-	64,985,158	69,921,193
401	Tidelands Operations	44,313,156	14,934,759	59,247,915	40,222,034
403	Tidelands-Marina	8,034,499	15,600	8,050,099	3,354,643
410	Queen Mary	1,381,951	-	1,381,951	1,032,211
411	Tidelands Operating - Rainbow Harbor Area	2,073,447	4,562,951	6,636,398	7,687,150
420	Tidelands Oil Revenue	75,894,949	3,000	75,897,949	22,983,424
421	Tidelands Reserve - Subsidence	160,153,767	2,544,290	162,698,057	155,062,646
430	Harbor - Operations	650,978,989	35,000	651,013,989	647,667,762
431	Harbor - Capital	(86,822,940)	-	(86,822,940)	(107,658,936)
432	Harbor Debt Service	379,092,418	53,610,258	432,702,676	406,762,041
433	Harbor - Clean Air Action Plan	31	-	31	-
440	Expandable Trusts	1,054,826	-	1,054,826	1,006,518
451	ICTF JPA	12,400,559	-	12,400,559	11,062,247
452	Earthquake Assessment Agency Funds	1,990,075	-	1,990,075	1,905,568
453	Other Special Assessment	2,500,606	-	2,500,606	2,460,773
455	Other Agency	2,715,303	1,500	2,716,803	2,489,332
460	Los Cerritos Wetlands Authority	-	29,813	29,813	14,879
470	Agency Special Assessment CFD #5 LB Towne Center	131,899	1,299,052	1,430,951	1,382,258
471	Agency Special Assessment LBBFA Local Agency	-	871,058	871,058	845,403
472	Agency Special Assessment CFD#6 Pike Pub Impv	154,117	3,243,726	3,397,843	3,467,930
473	Agency Special Assessment - Douglas Park	522,009	14,704,677	15,226,686	-
999	Accrued Interest Receivable	(15,268,289)	-	(15,268,289)	-
TOTAL CASH AND INVESTMENTS		<u>\$ 1,796,380,678</u> *	<u>\$ 241,740,373</u>	<u>\$ 2,038,121,051</u>	<u>\$ 1,888,350,490</u> **

* We tested the City's Pooled Investment Fund in aggregate; the City's allocation of Pooled Investments is presented for informational purposes only.

** The total for 6/30/2007 includes accrued interest. Accrued interest was deducted from Pooled Cash and Investments as of 6/30/2008.

ATTACHMENT II

CITY OF LONG BEACH
OFFICE OF THE CITY AUDITORPOOLED AND NON-POOLED CASH AND INVESTMENT BALANCES BY SECURITY TYPE
AT JUNE 30, 2008 WITH COMPARATIVE TOTALS FOR JUNE 30, 2007

	Pooled 6/30/2008	Non-Pooled 6/30/2008	Total 6/30/2008	Total * 6/30/2007
CASH:				
Cash in Banks	\$ 10,579,290	\$ 782,339	\$ 11,361,629	\$ 9,221,529
Cash with Fiscal Agents	-	191,936,590	191,936,590	\$ 217,992,440
	<u>\$ 10,579,290</u>	<u>\$ 192,718,929</u>	<u>\$ 203,298,219</u>	<u>\$ 227,213,969</u>
INVESTMENTS:				
U.S. Treasury Notes	\$ 84,666,151	\$ -	\$ 84,666,151	\$ 175,237,867
Federal Farm Credit Bank	112,765,769	-	112,765,769	109,431,758
Federal Home Loan Bank	392,108,267	-	392,108,267	344,651,045
Federal National Mortgage Association	287,322,477	-	287,322,477	405,399,014
Federal Home Loan Mortgage Corporation	408,872,397	-	408,872,397	341,258,360
Medium Term Notes	89,421,804	-	89,421,804	52,136,311
Commercial Paper	224,832,696	-	224,832,696	149,745,696
L.A.I.F.	144,887,268	-	144,887,268	30,901,464
Money Market	38,000,000	-	38,000,000	-
Certificates of Deposit	-	10,000,000	10,000,000	10,000,000
Guaranteed Investment Contracts	-	36,477,154	36,477,154	36,477,414
Special Assessment Bonds	-	1,519,564	1,519,564	1,420,001
Municipal Bonds	-	1,024,726	1,024,726	1,329,470
Savers Loan	2,924,559	-	2,924,559	3,148,121
Total Investments	<u>\$ 1,785,801,388</u>	<u>\$ 49,021,444</u>	<u>\$ 1,834,822,832</u>	<u>\$ 1,661,136,521</u>
TOTAL CASH AND INVESTMENTS	<u>\$ 1,796,380,678</u>	<u>\$ 241,740,373</u>	<u>\$ 2,038,121,051</u>	<u>\$ 1,888,350,490</u>

* All amounts presented as of 6/30/2007 include accrued interest; the amounts presented as of 6/30/2008 exclude accrued interest.