



OFFICE OF THE CITY AUDITOR
 City of Long Beach
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GARY L. BURROUGHS, CPA
 City Auditor

May 4, 2004

Honorable Mayor and City Councilmembers
 Citizens of Long Beach, California

RE: QUARTERLY AUDIT OF CASH AND INVESTMENT BALANCES

We have performed specific audit procedures to cash and investment balances of the City of Long Beach as of December 31, 2003, as required by Section 803 of the City Charter. The objectives of our examination were to agree cash and investments as recorded on the City's books with outside depositories, both as to amount and description, and to evaluate the City's compliance with provisions of the California Government Code and the City's Investment Policy.

Based on the procedures performed, we have confirmed that the cash and investment balances are accurately recorded. City cash and investment balances as of September 30, 2003 are summarized as follows:

Pooled Cash and Investments	\$1,163,685,608
Non-Pooled Cash and Investments	<u>211,606,913</u>
Total	<u>\$1,375,292,521</u>

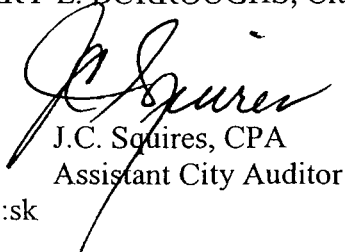
Also, we found the City to be in general compliance with the California Government Code and the City's Investment Policy.

Attached are the Schedule of Pooled and Non-pooled cash and Investment balances by fund at December 31, 2003, and the related schedule of Pooled cash and Investments by security Type. Also included is Appendix I which lists our procedures and the results of those procedures.

Sincerely,

GARY L. BURROUGHS, City Auditor

By


 J.C. Squires, CPA
 Assistant City Auditor

GB:sk

City of Long Beach
Comparative Statement of Pooled and Non-Pooled Cash and Investment Balances by Fund
At December 31, 2003 with Comparative Totals for December 31, 2002

Fund #	Fund Name	Pooled Amount 12/31/2003	Non-Pooled Amount 12/31/2003	Total at 12/31/2003	Total at 12/31/2002
100	General Fund, General	44,166,286	8,303,657	52,469,943	62,814,559
103	General Fund, Library	2,344,741	19,805	2,364,546	2,326,365
105	General Fund, Parks and Recreation	19,481,181	1,854,469	21,335,650	14,345,379
120	General Grants	1,336,581	-	1,336,581	-
130	Special Revenue, Health	3,002,390	10,150	3,012,540	1,055,023
131	Special Revenue, CUPA	849,323	-	849,323	796,060
132	Special Revenue, Parking & Business Area Improv.	955,783	-	955,783	675,785
133	Special Advertising & Promotion	880,874	281	881,155	1,294,969
134	Special Revenue, Upland Oil	4,279,767	-	4,279,767	5,131,906
135	Special Revenue, Housing Development	16,656,810	3,681,634	20,338,444	12,924,602
136	Special Revenue, Belmont Shore Parking Meter	486,717	-	486,717	379,663
149	Special Revenue, Business Assistance	841,006	-	841,006	79,480
150	Community Development Grants	4,653,405	10,000	4,663,405	1,717,707
151	Special Revenue, Housing Authority	360,888	934,799	1,295,687	3,678,601
180	Special Revenue, Park Development	426,618	-	426,618	599,247
181	Gas Tax Street Improvement	5,206,006	-	5,206,006	8,305,338
182	Special Revenue, Transportation	29,183,454	-	29,183,454	29,767,056
201	Capital Projects	20,864,582	35,623,742	56,488,324	67,525,540
202	Assessment District-Capital Projects	125,311	2,245,463	2,370,774	3,669,791
220	RDA-LB Bond F/A	-	-	-	265,000
221	RDA-Poly High	860,578	133,101	993,679	1,040,534
222	RDA-West Beach	1,193,461	694,327	1,887,788	2,222,572
223	RDA-West Long Beach	9,995,981	3,113,989	13,109,970	9,697,488
224	RDA-Downtown	10,845,870	13,671,678	24,517,548	22,629,254
225	RDA-Project Income	1,662,326	-	1,662,326	2,355,101
227	RDA-Los Altos	105,848	-	105,848	99,054
228	RDA-Central	2,966,712	-	2,966,712	2,575,067
230	RDA-North	17,076,055	34,892,465	51,968,520	50,043,272
301	Gas Revenue	11,613,545	1,073,723	12,687,268	19,247,309
302	Energy Services	-	-	-	67,754
310	Water	9,216,291	3,619,050	12,835,341	10,879,242
311	Sewer	5,720,445	-	5,720,445	8,757,302
320	Airport	9,097,435	11,000	9,108,435	4,383,606
330	Refuse/Recycling	9,251,540	3,000	9,254,540	6,053,075
331	SERRF	35,665,666	1,000	35,666,666	37,381,805
339	SERRF JPA	5,009,475	8,104,900	13,114,375	13,167,460
340	Towing Operations	2,234,801	3,700	2,238,501	1,498,300
380	Civic Center	10,420,304	10,201,072	20,621,376	30,401,743
385	General Services	11,567,799	6,222	11,574,021	9,498,416
386	Fleet Services Fund	12,908,405	2,485,324	15,393,729	15,784,059
390	Insurance	25,570,842	61	25,570,903	39,682,440
391	Employee Benefits	65,630,821	-	65,630,821	66,031,099
401	Tidelands Operations	6,443,458	14,021,178	20,464,636	20,696,228
403	Tidelands - Marina	9,293,219	900	9,294,119	8,651,270
410	Tidelands - Queen Mary	260,500	-	260,500	769,755
411	Tidelands Queensway Bay	3,052,188	10,105,531	13,157,719	38,858,831
413	Parking Authority - Queensway Bay	204,388	517,233	721,621	690,693
420	Tidelands Oil Revenue	101,522,378	3,000	101,525,378	71,393,609
421	Tidelands Reserve - Subsidence	140,488,060	7,153,372	147,641,432	145,697,302
430	Harbor Operations	355,105,969	35,000	355,140,969	324,143,064
431	Harbor Capital	(32,209,566)	-	(32,209,566)	(60,541,186)
432/435	Harbor Debt Service	155,641,276	41,380,416	197,021,692	240,780,940
440	Expendable Trusts	1,039,649	-	1,039,649	1,007,236
451	ICTF JPA	9,416,097	-	9,416,097	10,524,112
452	Earthquake Assessment	1,905,452	-	1,905,452	2,332,013
453	AG, Other Special Assessment, Agency Funds	2,029,820	-	2,029,820	2,181,705
455	Other Agency	2,056,110	-	2,056,110	2,116,805
470	Agency Special Assessment CFD #5	31,759	1,265,662	1,297,421	590,848
471	Agency Special Assessment LBBFA Local Agency	-	788,753	788,753	787,000
472	Agency Special Assessment Pike Public Impv	-	5,637,256	5,637,256	9,628,437
999	Accrued Interest Receivable	(7,311,072)	-	(7,311,072)	(8,886,113)
TOTAL CASH AND INVESTMENTS		\$1,163,685,608	\$211,606,913	\$1,375,292,521	1,382,270,572

Percent Change of Pooled and Non-Pooled Cash and Investments from 12/31/02 to 12/31/03

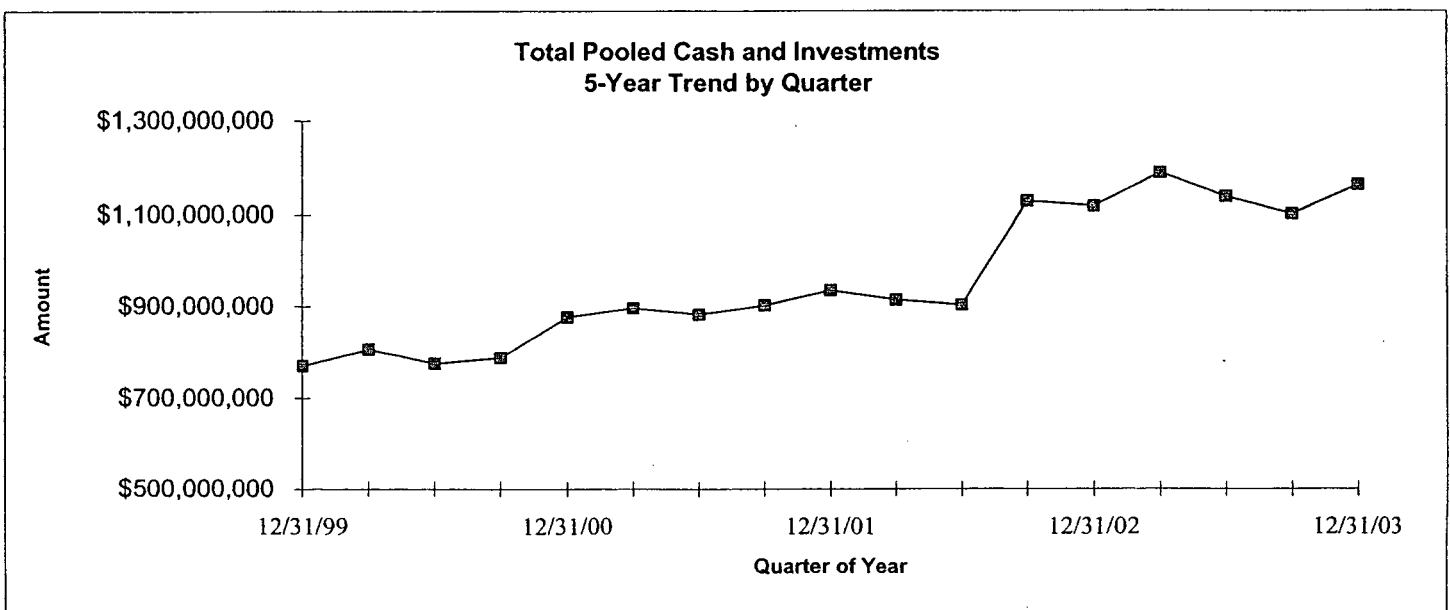
(0.50%)

City of Long Beach
Schedule of Cash and Investments by Security Type
December 31, 2003

	Pooled	Non-Pooled*	Total 12/31/2003	Total 12/31/2002
CASH:				
Cash in Banks	\$ 18,066,669	\$ 1,566,337	\$ 19,633,006	\$ 1,995,182
Cash with Fiscal Agents	-	185,795,003	185,795,003	238,116,994
	<u>\$ 18,066,669</u>	<u>\$ 187,361,340</u>	<u>\$ 205,428,009</u>	<u>\$ 240,112,176</u>
INVESTMENTS:				
U.S. Treasury Bills	-	-	-	-
U.S. Treasury Notes	90,000,000	-	90,000,000	64,857,043
Federal Farm Credit Bank	108,740,000	-	108,740,000	143,586,535
Federal Home Loan Bank	238,275,000	-	238,275,000	294,235,399
Federal National Mortgage Association	224,420,000	-	224,420,000	227,416,641
Federal Home Loan Mortgage Corporation	87,000,000	-	87,000,000	85,239,364
Student Loan Marketing Association	50,000,000	-	50,000,000	45,011,315
FNMA Discount Notes	31,000,000	-	31,000,000	--
Fed Home Loan Discount	41,500,000	-	41,500,000	--
FHLMC Discount	2,000,000	-	2,000,000	--
BA - Domestic	8,820,545	-	8,820,545	--
Negotiable Certificates of Deposit	-	-	-	--
NCD At Maturity	-	-	-	20,000,754
Medium Term Notes	72,915,000	-	72,915,000	74,642,938
Commercial Paper	53,255,000	-	53,255,000	52,085,157
L.A.I.F.	138,443,463	-	138,443,463	109,917,872
Money Market	33,378	-	33,378	33,152
Guaranteed Investment Contracts	-	17,027,767	17,027,767	17,027,766
Discount on Investments	(783,447)	-	(783,447)	--
Special Assessment Bonds	-	5,107,806	5,107,806	5,779,460
Revenue Bonds	-	2,110,000	2,110,000	2,325,000
Total Investments	<u>\$ 1,145,618,939</u>	<u>\$ 24,245,573</u>	<u>\$ 1,169,864,512</u>	<u>\$ 1,142,158,396</u>
TOTAL CASH AND INVESTMENTS	<u>\$ 1,163,685,608</u>	<u>** \$ 211,606,913</u>	<u>\$ 1,375,292,521</u>	<u>\$ 1,382,270,572</u>

* Non-pooled cash and investments are generally pledged to the payment of specific project costs or security of certain outstanding bonds and are not available for operations.

**Pooled cash and investments included \$2.54 million of non-pooled funds.



Attachment

SCOPE OF PROCEDURES PERFORMED AND RESULTANT FINDINGS

1. We obtained the City Treasurer's Investment Holdings Position Report as of December 31, 2003 and traced the balance of total investments listed on the report to the City's general ledger. We obtained written confirmations of all City cash and investment accounts and agreed them to the City's general ledger.

Finding: No exceptions were noted.

2. We compared investments listed on the City Treasurer's Investment Activity Portfolio Statistics Report at December 31, 2003 to the types of investments authorized for the City in accordance with the City's Investment Policy and California Government Code §53601.

Finding: No unauthorized investments were noted.

3. We compared the portfolio mix, based on amortized cost, of investment types listed in the City Treasurer's Investment Activity Portfolio Statistics Report as of December 31, 2003 to the portfolio mix limitations imposed by the City's Investment Policy and California Government Code §53601 for specified investment types.

Finding: We found no violations of the limitations.

4. On a sample basis, we recomputed and reviewed supporting documentation relevant to the purchase, sale and maturity of individual investments to determine compliance with the following provisions of California Government Code §53601, the City's Investment Policy and certain City Treasurer internal controls:

- a. Purchased investments meet minimum rating requirements and maximum allowable maturity periods.
- b. All sections of the investment transaction record are properly completed and authorized by the City Treasurer.
- c. Transactions are supported by documentation from third-party sources (individual broker confirmations, safekeeping statements, custodian statements, etc.)
- d. Accrued interest and gain or loss on disposition of investment transactions are supported by third party documentation.

Finding: No exceptions were noted.