

## **OFFICE OF THE CITY AUDITOR** Long Beach, California

LAURA L. DOUD, CPA City Auditor

August 18, 2020

HONORABLE MAYOR AND CITY COUNCIL City of Long Beach California

#### RECOMMENDATION:

Receive and file the Quarterly Report of Cash and Investments for the quarter ending September 30, 2019.

### **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 is the Quarterly Report of Cash and Investments for the quarter ending September 30, 2019.

#### **TIMING CONSIDERATIONS:**

This item is not time sensitive.

#### FISCAL IMPACT:

There is no fiscal impact.

#### SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,

Laura L. Doud

Laura L. Doud, CPA CITY AUDITOR

attachment

# THE CITY OF LONG BEACH OFFICE OF THE CITY AUDITOR

**QUARTERLY AUDIT OF CASH AND INVESTMENTS** 

September 30, 2019



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#### **EXECUTIVE SUMMARY**

We have conducted a performance audit of the cash and investment balances of the City of Long Beach (the City) as of September 30, 2019. The City of Long Beach's management is responsible for the cash and investments balances. As of September 30, 2019, the City's cash and investments portfolio totaled approximately \$1.9 billion.

We conducted this performance audit in accordance with Generally Accepted Government Auditing Standards. Those standards require that we plan and perform the audit to obtain sufficient and 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.

#### 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 and investment balances in the City Treasury on a quarterly basis and providing a written report to the City Council. The Office of the City Auditor has contracted Windes, Inc. to perform the September 30, 2019 audit.

The audit of 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 the relevant provisions of the California Government Code 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 City 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 and investments are used for specific project operations or pledged for reserves or interest payments of outstanding debt.

#### BACKGROUND (CONTINUED)

#### Chandler Asset Management

The City has an agreement with Chandler Asset Management ("Chandler") to provide investment advisory and management services related to the City's pooled investment portfolio. The term of the agreement beginning January 1, 2015 was extended through December 31, 2020. Chandler manages the City's pooled investment portfolio on a non-discretionary basis and provides ongoing oversight of investment activity including "best practice" recommendations, updates on both financial and regulatory developments, investment strategy review, and performance and credit analysis related to investments in the City's investment pool.

#### Change in ERP System

In the beginning of April of fiscal year 2019, the City migrated its cash and investment accounts from the prior enterprise resource planning (ERP) system to the new Munis ERP system under Tyler Technologies. As a result, certain funds previously reported under the old system were segregated into multiple new fund numbers.

### AUDIT OBJECTIVES, SCOPE, AND METHODOLOGY

The objectives of our performance audit were to reconcile 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 the relevant provisions of the California Government Code Section 53601 and the City's Investment Policy.

The scope of this audit was limited to the quarter ended September 30, 2019.

### We performed the following procedures:

- Obtained an understanding of the internal controls surrounding the City's cash and investment process.
- Obtained confirmations of cash held by banks and investments held by the City Treasurer's safekeeping agent and other custodians as of September 30, 2019 and reconciled them to the City's general ledger.
- Reconciled the balance of total investments on the City Treasurer's Investment Activity Portfolio Statistics Report (Sympro) at September 30, 2019 to the City's general ledger.
- Obtained bank and investment reconciliations at September 30, 2019 and traced balances to the City's general ledger. This also included testing, on a sample basis, the adjustments made on the reconciliation to ensure they are valid adjustments.

#### AUDIT OBJECTIVES, SCOPE, AND METHODOLOGY (CONTINUED)

- Compared investments listed on the City Treasurer's Investment Activity Portfolio Statistics Report (Sympro) at September 30, 2019 to the types of investments authorized for the City in accordance with the City's Investment Policy and the relevant provisions of the California Government Code.
- Compared the portfolio mix of investment types listed in the City Treasurer's Investment Activity Portfolio Statistics Report (Sympro) at September 30, 2019 to the portfolio mix limitations imposed by the City's Investment Policy and the relevant provisions of the California Government Code.
- Reviewed supporting documentation on a sample basis, the purchase, sale and maturity of individual investments to determine compliance with the following provisions of the California Government Code and the City's Investment Policy:
  - o Purchases of investments meet minimum rating requirements and maximum allowable maturity periods.
  - o All sections of the investment transaction record are properly completed and authorized by the City Treasurer.
  - O Transactions are supported by documentation from third-party sources (individual broker confirmations, safekeeping statements, custodian statements, etc.)
- Recalculated accrued interest (in aggregate) to determine if accrued interest for investments held at September 30, 2019 was accurately stated on the City's general ledger.

The allocation of accrued interest and pooled cash and investments between funds was outside the scope of this audit. As such, 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 for informational purposes only.

#### RESULTS AND CONCLUSIONS

The City's cash and investment balances as of September 30, 2019 are summarized as follows:

Pooled Cash and Investments

\$ 1,661,132,983

Non-Pooled Cash and Investments

207,620,194

Total Cash and Investments

<u>\$ 1,868,753,177</u>

Based on the results of audit procedures performed, cash and investment balances as recorded on the City's books at September 30, 2019, materially agree as to the amount and description with outside depositories. Also, we found the City to be in compliance with all other relevant provisions of the California Government Code and the City's Investment Policy.

#### MANAGEMENT COMMENTS

Management concurs with the City Auditor, that the City's books agree with the external depository records, and that the City is in compliance with all other relevant provisions of the California Government Code and City's Investment Policy.

Long Beach, California

lindes, duc.

March 23, 2020

Fund Number	Name of Fund	Pooled September 30, 2019		Non-Pooled September 30, 2019	_	Total at september 30, 2019	Se	Total at ptember 30, 2018
1000	GF - Operating	\$ 85,150,758		\$ 1,369,488	\$	86,520,246		
1009	GF - District Priority	1,279,754		-		1,279,754		
1010	GF - Cap/Oper Grants	2,693,677	7	-		2,693,677		
1020	GF - Clb Measure A	(1,323,727				(1,323,727)		
1030	GF - Clb Measure Ma	(6,875,161	•	-		(6,875,161)		
1040	GF - Asset Seizure Federal	1,688,349	)	-		1,688,349		
1041	GF - Asset Seizure Us Treasury	1,316,624		-		1,316,624		
1042	GF - Asset Seizure State	798,599		-		798,599		
1043	GF - Asf Priority Intvntn Prgm	75,961				75,961		
		84,804,834	<u> </u>	1,369,488		86,174,322	\$	99,458,512
1100	GF - Uplands Oil Operating	11,414,382	2 .	-	_	11,414,382		9,775,299
2000	SR - General Grants	268,688	3	-		268,688		
2010	SR - City Manager Grants	1,894,031	l	-		1,894,031		
2015	SR - Parks Grants	(1,432,217	7)	-		(1,432,217)		
2020	SR - Police Grants	1,755,661	l	-		1,755,661		
2025	SR - City Prosecutor Grants	591,409	)			591,409		
2030	SR - Fire Grants	670,729	. (	·		670,729		
2035	SR - Developmentsryc Grants	628,920	)	· -		628,920		
2040	SR - Library Grants	1,642,395	5_		_	1,642,395		
		6,019,616	5	-	_	6,019,616		2,710,978
2150	SR - Ps Oil Prod Tax - Police	180,146	<u>5</u>	-	_	180,146		
	•	180,146	5	-		180,146		652,173
2200	SR - Health Operating	13,138,795	5	800		13,139,595		
2210	SR - Health Grants	(5,673,928		-		(5,673,928)		
2210	J. T.	7,464,867	_	800	_	7,465,667		7,800,999
2300	SR - Cupa Operating	1,282,405	5_			1,282,405		1,587,114
2400	SR - Spec Adver/Prom Operating	9,334,040	<u>0</u>			9,334,040		10,581,610

Fund Number	Name of Fund	Pooled September 30, 2019	Non-Pooled September 30, 2019	Total at September 30, 2019	Total at September 30, 2018
2500	GD Mayoing Operations	3,886,656	_	3,886,656	
2500	SR - Housing Operations SR - Housing Annual	16,357,402	29,979	16,387,381	
2501	-	8,923,601	20,575	8,923,601	
2550	SR - Lb Community Invest Co	29,167,659	29,979	29,197,638	28,462,442
2600	SR - Belmont Shre Pkg Mtr	419,904		419,904	377,951
2650	SR - Business Assistance	890,397	-	890,397	848,892
2710	SR - Workforce Development Grants	(1,381,676)	52,089	(1,329,587)	
2711	SR - Comm Dev Grants - Hud	1,902,426	(54)	1,902,372	
2713	SR - Comm Dev - Other Grants	119,004		119,004	
		639,754	52,035	691,789	938,864
2760	SR - Housing Auth Grnts	7,210,303	5,985,164	13,195,467	11,380,884
2800	SR - Gas Tax	(4,935,612)	-	(4,935,612)	
5310	CP - Transport Capital Project	(1,759,917)	· -	(1,759,917)	
5320	CP - State Gas Taxcp Projects	12,866,077	, -	12,866,077	
5417	CP - State Rmra Local Return	7,659,226		7,659,226	
5420	CP- State Pt Tran Dev Act Sb821	(3,643)		(3,643)	,
		13,826,131	-	13,826,131	12,602,715
4005	DS - General Debt Service	17,213,354	11,839,320	29,052,674	9,216,640
4505	DS - Successor Agency	(12,950)	17,449,679	17,436,729	16,768,910
2810	SR - Dif-Traffic Mitigation Fees	4,618,981	-	4,618,981	
2811	SR - Dif-Parks Impact Fees	3,657,019	-	3,657,019	
2812	SR - Dif-Police Impact Fees	1,711,805	-	1,711,805	
2813	SR - Dif-Fire Impact Fees	872,290	, •	872,290	
5010	CP - Capital Grants	11,674,783	-	11,674,783	
5015	CP - Bond Proceeds	(42,617)	169,892	127,275	
5020	CP - Capital Projects	68,373,924		68,373,924	
	÷	90,866,185	169,892	91,036,077	55,777,045
5120	CP - Special Assessmt Projects	1,775,333	61,569	1,836,902	1,814,048
5200	CP - Legislative	4,912,736		4,912,736	4,692,004

Fund Number	Name of Fund	Pooled September 30, 2019	Non-Pooled September 30, 2019	Total at September 30, 2019	Total at September 30, 2018
<i></i>	CD. County Prop C Motro	19,106,072	_	19,106,072	
5411	CP - County Prop C Metro	2,295,900	_	2,295,900	
5412	CP - County Measure R Metro	2,288,249	-	2,288,249	
5413	CP - State Ab2766 Air Quality	3,227,891	-	3,227,891	
5414	CP - County Measure M Metro	11,669,033	-	11,669,033	
5416	CP - County Prop A Metro	38,587,145		38,587,145	45,653,078
		30,387,143		38,387,143	
5500	CP - Successor Agncy Operating	3,061,075	=	3,061,075	
5501	CP - Successor Agncy Annual	4,725,600	140,540	4,866,140	
	5 0	7,786,675	140,540	7,927,215	15,891,544
6000	IS - Civic Center Operating	1,000,387	_	1,000,387	
6000 6005	IS - Civic Center Debt	714,275		714,275	
6020	IS - Civic Center Capital	740,665	_	740,665	
0020	13 - Civic Conter Capitar	2,455,327		2,455,327	5,709,781
6100	IS - Genral Services Operating	40,749,037	1,547,602	42,296,639	
6110	IS - General Service Grants	(456,463)	•	(456,463)	
6120	IS - General Services Capital	(4,277,323)	8,870,490	4,593,167	
	•	36,015,251	10,418,092	46,433,343	63,386,625
		•			
6200	IS - Fleet Operating	3,103,130	-	3,103,130	
6205	IS - Fleet Debt	143,068	-	143,068	
6210	IS - Fleet Grants	(50,196)	~	(50, 196)	
6220	IS - Fleet Capital	2,571,778	-	2,571,778	
6230	IS - Fleet Replacement	42,273,981	4,584,387	46,858,368	
<b>3</b> 3		48,041,761	4,584,387	52,626,148	43,849,077
(200	IG Washawal Commonstation	34,005,178	_	34,005,178	
6300	IS - Workers' Compensation	(3,300,081)	_	(3,300,081)	
6350	IS - General Liability	630,841		630,841	
6390	IS - Disaster Recovery	31,335,938	-	31,335,938	48,630,765
6400	IS - Ebf - Operating	22,064	-	22,064	
6401	IS - Ebf - Healthcare	13,267,797	-	13,267,797	
6402	IS - Ebf - Payroll Taxes	(3,948,085)	-	(3,948,085)	
6403	IS - Ebf - Paid time off	82,422,329	-	82,422,329	
6405	IS - Ebf - Pension & Retiremnt	(41,595,546)		(41,595,546)	
		50,168,559		50,168,559	65,365,977

Fund		Pooled September 30,	Non-Pooled September 30,	Total at September 30,	Total at September 30,
Number	Name of Fund	2019	2019	2019	2018
		12 001 020	750	10 000 570	
7000	EF - Gas Operating	12,981,820	750	12,982,570	
7005	EF - Gas Debt	101,472	23,868,306	23,969,778	
7020	EF - Gas Cap/Oper Proj	22,141,574	-	22,141,574	
7035	EF - Gas Prepay (Lbbfa)	1,487,479		1,487,479	
		36,712,345	23,869,056	60,581,401	58,634,453
			•		
7100	EF - Water Operating	39,754,419	18,832,264	58,586,683	
7101	EF - Water Reclaimed Operating	2,897,132	-	2,897,132	
7105	EF - Water Debt	2,716,223	2,782,011	5,498,234	
7120	EF - Water Capital Projects	(23,997,830)	-	(23,997,830)	
7121	EF - Water Reclaimed Capital	(1,204,023)		(1,204,023)	
		20,165,921	21,614,275	41,780,196	36,822,688
7200	EF - Sewer Operating	22,793,317	-	22,793,317	
7205	EF - Sewer Debt	293,750	-	293,750	
7220	EF - Sewer Capital Projects	(7,198,220)		(7,198,220)	
, 220		15,888,847		15,888,847	16,376,351
7300	EF - Sol Waste Operating	6,334,828	3,000	6,337,828	
7310	EF - Sol Waste Cap/Oper Grants	913,311	, ,	913,311	
7320	EF - Sol Waste Cap/Oper Proj	(424,955)		(424,955)	
7520	1. 1	6,823,184	3,000	6,826,184	12,028,834
7350	EF - Serrf Operations	12,035,335		12,035,335	22,743,201
7355	EF - Serrf Jpa Debt	10,885,100		10,885,100	12,044,828

Fund Number	Name of Fund	Pooled September 30, 2019	Non-Pooled September 30, 2019	Total at September 30, 2019	Total at September 30, 2018
7400	EF - Airport Operating	44,719,884	100	44,719,984	
7410	EF - Airport Grants	(4,037,471)	-	(4,037,471)	
7411	EF - Airport Passnger Fac Chrg	28,807,004	-	28,807,004	
7412	EF - Airport Customer Fac Chrg	11,780,318	-	11,780,318	
7420	EF - Airport Cap/Oper Proj	(1,121,870)	-	(1,121,870)	
7425	EF - Airport Debt	(117,318)	13,204,119	13,086,801	
	•	80,030,547	13,204,219	93,234,766	97,358,200
7500	EF - Developmnt Svcs Operating	46,330,853	-	46,330,853	
7510	EF - Developmnt Svcs Grants	106,796	-	106,796	
7520	EF - Develpmnt Svc Casp Sb1186	242,718		242,718	
		46,680,367	-	46,680,367	38,719,413
7550	EF - Towing Operating	660,861	1,700	662,561	713,463
7600	EF - Tidelands Operating	124,268,310	2,000	124,270,310	
7605	EF - Tidelands Debt	(3,194,208)	25,984	(3,168,224)	
7620	EF - Tideland Capital Projects	97,968	: -	97,968	
7630	EF - Tidelands Parking	1,963,354	·	1,963,354	
7635	EF - Tf Convntn Ctr Pkg Surchg	3,291,399		3,291,399	
7885	EF - Tf Aqua Of The Pac Debt	11,360,278	22,790,369	34,150,647	
		137,787,101	22,818,353	160,605,454	155,045,014
7700	EF - Tf Marina Operating	27,574,844	8,422,720	35,997,564	
7710	EF - Tf Marina Capital Grant	(1,592,710)	3,194,585	1,601,875	
		25,982,134	11,617,305	37,599,439	37,031,878
7750	EF - Tf Queen Mry Project Oper	54,354	2,431,189	2,485,543	
7770	EF - Tf Queen Mry Capitl Proj	1,759,057		1,759,057	
		1,813,411	2,431,189	4,244,600	4,960,597
7800	EF - Tidelands Oil	36,774,874	-	36,774,874	43,678,706
7850	EF - Tf Subsidence	185,923,137		185,923,137	179,618,565
7900	EF - Harbor Operating	3,301,415,684	900	3,301,416,584	
7905	EF - Harbor Debt - Locs & Othr	7,500		7,500	
		3,301,423,184	900	3,301,424,084	3,243,605,467

Fund Number	Name of Fund	Pooled September 30, 2019	Non-Pooled September 30, 2019	Total at September 30, 2019	Total at September 30, 2018
7910	EF - Harbor Cap/Oper Grants	107,901,321	-	107,901,321	
7920	EF - Harbor Cap/Oper Proj	(2,908,497,162)		(2,908,497,162)	
		(2,800,595,841)	_	(2,800,595,841)	(2,819,710,647)
7930	EF - Ha Debt 2010A Bonds	7,205,306	20,035,593	27,240,899	
7931	EF - Ha Debt 2010B Bonds	8,053,444	16,478,278	24,531,722	
7933	EF - Ha Debt 2014B Bonds	219,375	75	219,450	
7934	EF - Ha Debt 2015A Bonds	3,189,656	341	3,189,997	
7935	EF - Ha Debt 2015B Bonds	377,438	-	377,438	
7936	EF - Ha Debt 2015C Bonds	1,239,094	-	1,239,094	
7937	EF - Ha Debt 2015D Bonds	1,253,719	-	1,253,719	
7938	EF - Ha Debt 2017A Bonds	1,905,188	-	1,905,188	
7939	EF - Ha Debt 2017B Bonds	487,219	-	487,219	
7940	EF - Ha Debt 2017C Bonds	799,875	-	799,875	
7941	EF - Ha Debt 2018A Bonds	2,400	13,789,037	13,791,437	
7942	EF - Ha Debt 2019A Bonds	1,769,929	31,403	1,801,332	
		26,502,643	50,334,727	76,837,370	209,223,347
		3,371,310	·	2 271 210	
8000	CS - Fiduciary Operating	244,345	1,500	3,371,310 · 245,845	
8010	CS - Prisoner Welfare	3,615,655	1,500	3,617,155	3,801,009
		3,013,033	1,500	3,017,133	3,801,002
8100	CS - Asmt Cfd5 Lb Towne Center	132,907	2,121,327	2,254,234	2,186,658
8105	CS - Asmt Cfd6 Pike Pub Imprv	97,469	5,518,475	5,615,944	5,550,546
8110	CS - Asmt Cfd7-1 Douglas Pk Cm	(128,511)	1,144,711	1,016,200	2,121,114
8115	CS - Asmt Cfd7-2 Belmont Shore	45,669	431,206	476,875	469,544
8120	CS - Asmt Cfd8-1 Toledo Ugd Ut	29,913	162,571	192,484	210,757
8125	CS - Asmt Cfd11-1 Douglas Pk N	(36,772)		(36,772)	257,917
8190	CS - Other Special Assessment	145,645		145,645	140,993
8200	CS - Ictf Jpa Operating	7,233,076		7,233,076	5,641,154
8300	CS - Earthquake Asmt Dist 90-3	261,943	-	261,943	

Fund Number	Name of Fund	Pooled September 30, 2019	Non-Pooled September 30, 2019	Total at September 30, 2019	Total at September 30, 2018
8310	CS - Earthquake Asmt Dist 93-1	545,939 807,882		545,939 807,882	782,294
8400	CS - Los Cerritos Wetlands Aut		244,735	244,735	110,072
8500 8550	CS - Pkg & Bus Area Improve CS - Promenade District	782,796 417,645 1,200,441		782,796 417,645 1,200,441	526,320
8610 8620	PP - Library Miller Trust PP - Homeless Expendable Trust	691,741 4,966 696,707	-	691,741 4,966 696,707	845,052
	TOTAL CASH AND INVESTMENTS	\$ 1,661,132,983	\$ 207,620,194	\$ 1,868,753,177	\$ 1,935,471,715

<sup>\*</sup> The City's pooled cash and investments was audited in aggregate and the allocation among funds was outside the scope of the performance audit. The allocation is presented for informational purposes only.

<sup>\*\*</sup>Due to the change in accounting system, comparablity is presented on the aggregate basis for similar funds.

# POOLED AND NON-POOLED CASH AND INVESTMENT BALANCES BY SECURITY TYPE AT SEPTEMBER 30, 2019 WITH COMPARATIVE TOTALS FOR SEPTEMBER 30, 2018

	.s	Pooled September 30, 2019		Non-Pooled September 30, 2019		Total at September 30, 2019		Total at eptember 30, 2018
CASH				ć <b>220</b> 0.52		00.004.455	•	mo 001 110
Cash in Banks	\$	77,485,122	\$	6,339,053	\$	83,824,175	\$	78,231,143
Cash with Fiscal Agents				177,462,320		177,462,320		289,516,745
Total Cash	\$	77,485,122	\$	183,801,373	\$	261,286,495	\$	367,747,888
INVESTMENTS								
U.S. Treasury Notes	\$	893,127,191	\$	-	\$	893,127,191	\$	753,480,679
Federal Farm Credit Bank		12,120,601		-		12,120,601		26,646,403
Federal Home Loan Bank		171,265,324		~		171,265,324		133,934,800
Federal National Mortgage Association (FNMA)		224,075,669		-		224,075,669		324,107,297
Federal Home Loan Mortgage Corporation (FHLMC)		66,182,446		-		66,182,446		126,257,701
Federal Home Loan Discount		29,932,625				29,932,625		-
Local Agency Investment Fund		186,314,830		-		186,314,830		181,682,146
Guaranteed Investment Contracts		-		23,818,821.00		23,818,821		21,481,505
Money Market		629,175	•••	<del>-</del>		629,175		133,296
Total Investments	\$	1,583,647,861	\$	23,818,821	\$	1,607,466,682	\$	1,567,723,827
TOTAL CASH AND INVESTMENTS	\$	1,661,132,983	\$	207,620,194	\$	1,868,753,177	\$	1,935,471,715