



## OFFICE OF THE CITY AUDITOR

City of Long Beach  
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GARY L. BURROUGHS, CPA  
City Auditor

August 17, 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 March 31, 2004, 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 March 31, 2004 are summarized as follows:

Pooled Cash and Investments	\$ 1,208,758,834
Non-Pooled Cash and Investments	317,896,366
Total	<u>\$ 1,526,655,200</u>

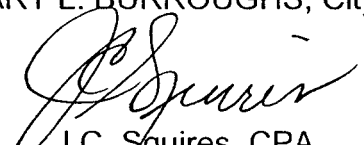
Also, we found the City to be in general compliance with the California Government Code and the City's Investment Policy.

Attached is the Schedule of 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

Attachment

**City of Long Beach**  
**Comparative Statement of Pooled and Non-Pooled Cash and Investment Balances by Fund**  
**At March 31, 2004 with Comparative Totals for March 31, 2003**

Fund #	Fund Name	Pooled Amount 3/31/2004	Non-Pooled Amount 3/31/2004	Total at 3/31/2004	Total at 3/31/2003
100	General Fund, General	51,590,844	5,623,891	57,214,735	82,994,772
103	General Fund, Library	2,244,018	19,805	2,263,823	2,338,155
105	General Fund, Parks and Recreation	18,765,834	1,974,601	20,740,435	14,338,955
120	Special Revenue, General Grants	1,368,236	-	1,368,236	-
130	Special Revenue, Health	1,756,530	10,150	1,766,680	1,570,758
131	Special Revenue, CUPA	690,491	-	690,491	664,214
132	Special Revenue, Parking & Business Area Improv.	496,898	-	496,898	497,809
133	Special Advertising & Promotion	752,111	281	752,392	868,958
134	Special Revenue, Upland Oil	3,031,821	-	3,031,821	3,373,126
135	Special Revenue, Housing Development	14,838,620	3,682,516	18,521,136	13,884,777
136	Special Revenue, Belmont Shore Parking Meter	543,961	-	543,961	454,131
149	Special Revenue, Business Assistance	295,145	-	295,145	225,930
150	Community Development Grants	5,303,204	10,000	5,313,204	2,830,696
151	Special Revenue, Housing Authority	218,821	817,712	1,036,533	2,998,193
180	Special Revenue, Park Development	455,694	-	455,694	1,628,757
181	Gas Tax Street Improvement	3,506,311	-	3,506,311	3,152,256
182	Special Revenue, Transportation	28,397,733	-	28,397,733	30,242,044
201	Capital Projects	23,435,199	25,489,628	48,924,827	65,119,184
202	Assessment District-Capital Projects	2,358,972	42	2,359,014	3,671,717
220	RDA - LB Bond F/A	-	-	-	265,000
221	RDA-Poly High	918,685	132,906	1,051,591	1,082,072
222	RDA-West Beach	1,203,075	693,318	1,896,393	1,848,681
223	RDA-West Long Beach	9,069,935	3,112,788	12,182,723	10,451,232
224	RDA-Downtown	6,810,279	12,372,199	19,182,478	22,682,770
225	RDA-Project Income	1,511,271	-	1,511,271	2,958,779
227	RDA-Los Altos	265,300	-	265,300	104,192
228	RDA-Central	5,219,377	-	5,219,377	584,770
230	RDA-North	17,755,920	32,973,116	50,729,036	49,022,756
301	Gas Revenue	14,287,629	1,073,223	15,360,852	18,750,011
302	Energy Services	-	-	-	62,225
310	Water	12,349,086	3,619,050	15,968,136	16,344,416
311	Sewer	5,931,479	-	5,931,479	7,879,625
320	Airport	9,306,681	11,000	9,317,681	5,952,763
330	Refuse/Recycling	10,079,781	3,000	10,082,781	6,644,488
331	SERRF	34,380,076	1,000	34,381,076	32,884,107
339	SERRF JPA	4,659,597	11,849,624	16,509,221	13,196,622
340	Towing Operations	2,221,505	3,700	2,225,205	1,175,111
380	Civic Center	9,846,541	9,625,889	19,472,430	21,856,557
385	General Services	13,084,135	6,222	13,090,357	9,378,753
386	Fleet Services Fund	13,491,917	2,485,327	15,977,244	13,729,420
390	Insurance	25,119,282	61	25,119,343	35,812,906
391	Employee Benefits	64,450,127	-	64,450,127	65,890,779
401	Tidelands Operations	13,195,140	11,076,152	24,271,292	21,180,157
403	Tidelands - Marina	7,466,840	900	7,467,740	6,205,375
410	Tidelands - Queen Mary	317,125	-	317,125	98,407
411	Tidelands Queensway Bay	5,351,818	9,891,156	15,242,974	29,960,871
413	Parking Authority - Queensway Bay	271,376	517,249	788,625	760,670
420	Tidelands Oil Revenue	92,727,127	3,000	92,730,127	87,428,695
421	Tidelands Reserve - Subsidence	139,260,913	7,057,766	146,318,679	144,307,665
430	Harbor Operations	397,740,318	35,000	397,775,318	403,905,943
431	Harbor Capital	(54,605,293)	-	(54,605,293)	(97,962,347)
432/435	Harbor Debt Service	176,925,380	166,030,840	342,956,220	245,115,649
440	Expendable Trusts	1,047,687	-	1,047,687	1,016,583
451	ICTF JPA	9,472,715	-	9,472,715	10,603,581
452	Earthquake Assessment	1,618,485	-	1,618,485	1,860,419
453	AG, Other Special Assessment, Agency Funds	2,010,326	-	2,010,326	2,140,149
455	Other Agency	2,030,589	-	2,030,589	2,059,910
470	Agency Special Assessment CFD #5	516,655	1,267,067	1,783,722	564,943
471	Agency Special Assessment LBBFA Local Agency	6,108	782,674	788,782	787,895
472	Agency Special Assessment Pike Public Impv	-	5,643,513	5,643,513	8,758,094
999	Accrued Interest Receivable	(8,606,596)	-	(8,606,596)	(9,555,289)
<b>TOTAL CASH AND INVESTMENTS</b>		<b>\$1,208,758,834</b>	<b>\$317,896,366</b>	<b>\$1,526,655,200</b>	<b>\$1,428,649,837</b>

Percent Change of Pooled and Non-Pooled Cash and Investments from 03/31/03 to 03/31/04

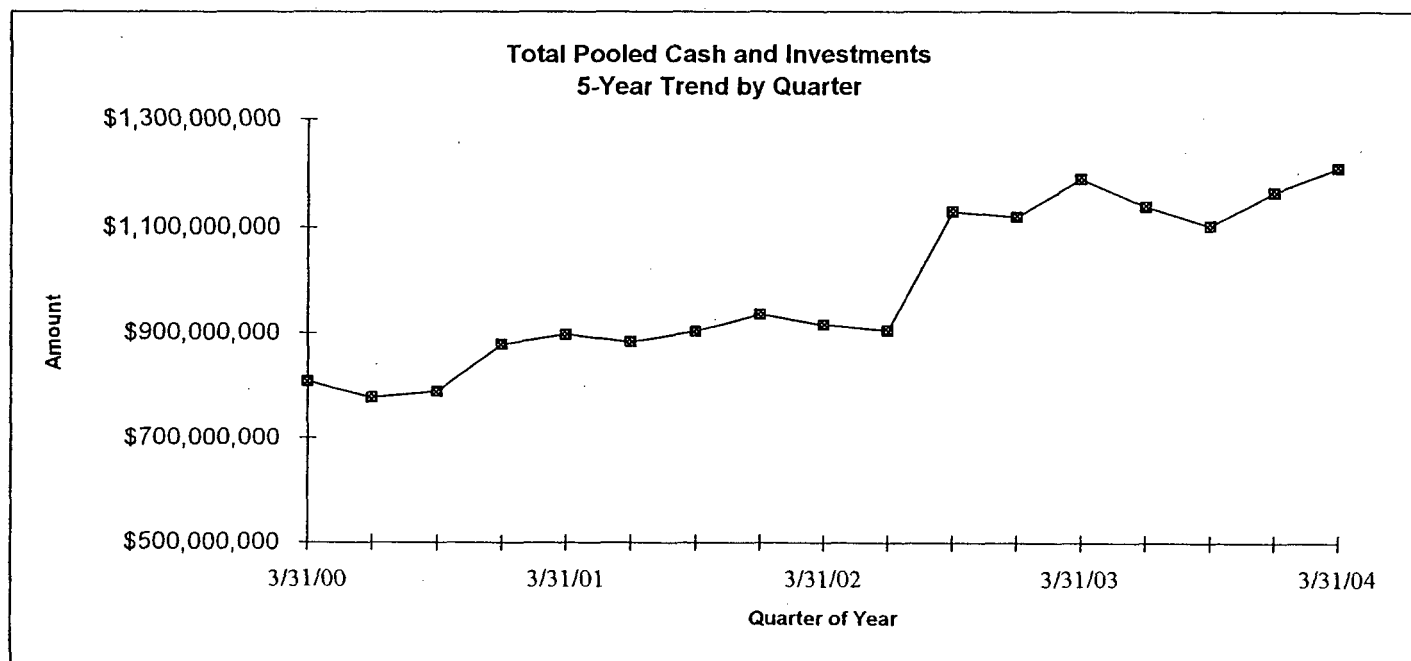
6.86%

**City of Long Beach**  
**Schedule of Cash and Investments by Security Type**  
**March 31, 2004**

	Pooled	Non-Pooled*	Total 03/31/2004	Total 03/31/2003
<b>CASH:</b>				
Cash in Banks	\$ (851,980)	\$ 1,453,724	\$ 601,744	\$ 7,353,309
Cash with Fiscal Agents	-	304,653,669	304,653,669	214,547,013
	<u>\$ (851,980)</u>	<u>\$ 306,107,393</u>	<u>\$ 305,255,413</u>	<u>\$ 221,900,322</u>
<b>INVESTMENTS:</b>				
U.S. Treasury Bills	-	-	-	-
U.S. Treasury Notes	90,000,000	-	90,000,000	49,922,848
Federal Farm Credit Bank	114,740,000	-	114,740,000	123,599,922
Federal Home Loan Bank	312,945,000	-	312,945,000	297,511,311
Federal National Mortgage Association	253,367,500	-	253,367,500	249,887,107
Federal Home Loan Mortgage Corporation	142,666,000	-	142,666,000	131,404,282
Student Loan Marketing Association	50,000,000	-	50,000,000	50,006,318
Negotiable Certificates of Deposit	15,000,000	-	15,000,000	10,000,017
Medium Term Notes	88,215,000	-	88,215,000	84,659,646
Commercial Paper	24,286,000	-	24,286,000	40,875,444
L.A.I.F.	113,672,830	-	113,672,830	143,852,081
Money Market	33,426	-	33,426	33,216
Guaranteed Investment Contracts	-	4,666,773	4,666,773	17,027,766
Premium on Investment	4,685,058	-	4,685,058	-
Special Assessment Bonds	-	5,012,200	5,012,200	5,644,557
Revenue Bonds	-	2,110,000	2,110,000	2,325,000
Total Investments	<u>\$ 1,209,610,814</u>	<u>\$ 11,788,973</u>	<u>\$ 1,221,399,787</u>	<u>\$ 1,206,749,515</u>
<b>TOTAL CASH AND INVESTMENTS</b>	<u><b>\$ 1,208,758,834</b></u>	<u><b>** \$ 317,896,366</b></u>	<u><b>\$ 1,526,655,200</b></u>	<u><b>\$ 1,428,649,837</b></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 \$11 million of non-pooled funds.



## **SCOPE OF PROCEDURES PERFORMED AND RESULTANT FINDINGS**

1. We obtained the City Treasurer's Investment Holdings Report as of March 31, 2004 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 March 31, 2004 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 March 31, 2004 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.