



Memorandum

Date: 05.04.15

RE:

Finance Committee
 May 12, 2015

To: Finance Committee: Commissioners Avalos (Chair), Mar (Vice Chair), Campos, Cohen, Kim and Wiener (Ex Officio)

From: Cynthia Fong – Deputy Director for Finance and Administration *CF*

Through: Tilly Chang – Executive Director *ATC*

Subject: **INFORMATION** – Accounting Report and Investment Report for the Nine Months Ending March 31, 2015

Summary

The Transportation Authority's Fiscal Policy directs staff to give a quarterly report of expenditures including a comparison to the approved budget. The Transportation Authority's Investment Policy directs that a review of portfolio compliance be presented along with the quarterly report. **The Internal Accounting Report for the nine months ending March 31, 2015 is presented for information.**

BACKGROUND

The Transportation Authority's Fiscal Policy (Resolution 15-31) establishes an annual audit requirement, and also directs staff to report to the Finance Committee, on at least a quarterly basis, the Transportation Authority's actual expenditures in comparison to the approved budget. The Transportation Authority's Investment Policy (Resolution 15-31) directs a review of portfolio compliance with the Investment Policy in conjunction with, and in the context of, the quarterly expenditure and budgetary report.

Internal Accounting Report: Using the format of the Transportation Authority's annual financial statements for governmental funds, the Internal Accounting Report includes two tables, a Balance Sheet (Table 1) and a Statement of Revenues, Expenditures, and Changes in Fund Balances, with Budget Comparison (Table 2). In Table 2, the last two columns show, respectively, the budget values, and the variance of revenues and expenditures as compared to the approved budget. For the nine months ending March 31, 2015, the numbers in the approved budget column are three-fourths of the total proposed amended annual budget for Fiscal Year (FY) 2014/15. Although the sales tax (Prop K) and vehicle registration fees (Prop AA) accruals are included for the nine-month total, the Internal Accounting Report does not include the Governmental Accounting Standards Board Statement Number 34 adjustments, or the other accruals, that are done at year-end. The Balance Sheet values as of March 31, 2015 are used as the basis for the Investment Policy compliance review.

Investment Report: The investment policies and practices of the Transportation Authority are subject to and limited by applicable provisions of state law, and to prudent money management principles. All investable funds are invested in accordance with the Transportation Authority's Investment Policy and applicable provisions of Chapter 4 of Part 1 of Division 2 of Title 5 of the California Government Code (Section 53600 et seq.). Any investment of bond proceeds will be further restricted by the provisions of relevant bond documents.

In managing its investment program, the Transportation Authority observes the “Prudent Investor” standard as stated in Government Code Section 53600.3, applied in the context of managing an overall portfolio. Investments are to be made with care, skill, prudence and diligence, taking into account the prevailing circumstances, including, but not limited to general economic conditions, the anticipated needs of the Transportation Authority and other relevant factors that a prudent person acting in a fiduciary capacity and familiar with those matters would use in the stewardship of funds of a like character and purpose.

The primary objectives, in priority order, for the Transportation Authority’s investment activities are:

- 1) **Safety.** Safety of the principal is the foremost objective of the investment program. Investments of the Transportation Authority will be undertaken in a manner that seeks to ensure preservation of the principal of the funds under its control.
- 2) **Liquidity.** The Transportation Authority’s investment portfolio will remain sufficiently liquid to enable the Transportation Authority to meet its reasonably anticipated cash flow requirements.
- 3) **Return on Investment.** The Transportation Authority’s investment portfolio will be managed with the objective of attaining a market rate of return throughout budgetary and economic cycles commensurate with the Transportation Authority’s investment risk parameters and the cash flow characteristics of the portfolio.

Permitted investment instruments are specifically listed in the Transportation Authority’s Investment Policy, and include the San Francisco City and County Treasury Pool, certificates of deposit, and money market funds.

The purpose of this memorandum is to provide the Finance Committee with the Internal Accounting Report and the Investment Report for the FY 2014/15 period ending March 31, 2015.

DISCUSSION

The Balance Sheet, Table 1, presents assets, liabilities, and fund balances as of March 31, 2015. Cash, deposits and investments total to \$94.3 million as of March 31, 2015. Other assets total \$76.4 million and include \$20.4 million of program receivables mainly related to grant reimbursements for Yerba Buena Island Interchange Improvement Project and Yerba Buena Island Bridge Structures, \$10.6 million in an intergovernmental loan receivable from the Treasure Island Development Authority for the repayment of preliminary engineering and design costs for the Yerba Buena Island Interchange Improvement Project, and \$22.9 million in sales tax receivable. Half of the outstanding loan balance will be repaid in June 2015. Liabilities total \$185.2 million as of March 31, 2015 and include outstanding commercial paper repayment obligations of \$135 million.

There is a negative of \$15.4 million in total fund balances, which is largely the result of how multi-year programming commitments are accounted for. Sales tax revenues, grant reimbursements and debt proceeds collected for the remaining months in FY 2014/15 will fully fund this difference. This amount is obtained as follows: \$337,564 is restricted for debt service, \$11.8 million is restricted for capital projects, and \$27.7 million is an unassigned negative fund balance. The unassigned negative fund balance reflects grant-funded capital projects that are scheduled to be implemented over the course of several fiscal years. The commitments are multi-year commitments and are funded with non-current (i.e. future) revenues. Commitments of future revenues are tracked through the grant administration process, and there is no issue with the availability of future revenues to honor them. A negative fund balance is a result of how these commitments are accounted for, and it does not affect the viability of the projects

or grants. In addition, the Transportation Authority does not hold or retain title for the projects it has constructed or for the vehicles and system improvements purchased with sales tax funds, which can result in a negative position. This reporting of all legal funding commitments without the corresponding revenue or assets creates or largely contributes to the \$27.7 million unassigned negative fund balance.

Table 1

San Francisco County Transportation Authority
 Internal Accounting Report
 Balance Sheet (Unaudited)
 Government Funds
 March 31, 2015

	Sales Tax Program	Congestion Management Agency Program	Transportation Fund for Clean Air Program	Vehicle Registration Fee for Transportation Improvements Program	Treasure Island Mobility Management Agency Program	Total
Assets:						
Cash In Bank	\$ 2,254,561	\$ -	\$ 1,629,391	\$ 14,660,742	\$ -	\$ 18,544,694
Deposits and Investments with City Treasurer	75,388,064	-	-	-	-	75,388,064
Restricted Investments with Fiscal Agent	337,564	-	-	-	-	337,564
Sales Tax Receivable	22,919,334	-	-	-	-	22,919,334
Vehicle Registration Fees Receivable	-	-	-	841,006	-	841,006
Interest Receivable from the City and County of San Francisco	115,678	-	-	-	-	115,678
Program Receivables - Federal	-	16,999,968	-	-	577,448	17,577,416
Program Receivables - State	-	2,605,438	-	-	-	2,605,438
Program Receivables - Other	-	457,511	-	-	-	457,511
Receivables from the City and County of San Francisco	-	1,320,334	-	-	-	1,320,334
Other Receivable	110,540	-	-	-	-	110,540
Intergovernmental Loan Receivable	10,606,801	-	-	-	-	10,606,801
Due From Other Fund	19,315,795	-	-	-	-	19,315,795
Prepaid Costs and Deposits	112,135	-	-	-	-	112,135
Total Assets	\$ 131,160,472	\$ 21,383,251	\$ 1,629,391	\$ 15,501,748	\$ 577,448	\$ 170,252,310
Liabilities:						
Accounts Payable	\$ 23,664,736	\$ 4,355,299	\$ 188,716	\$ 2,366,990	\$ 142,148	\$ 30,717,889
Accrued Salaries and Taxes	137,774	58,625	1,111	4,267	7,189	208,966
Interest Payable	6,115	-	-	-	-	6,115
Due to Other Fund	-	16,969,327	475,111	1,446,057	425,300	19,315,795
Commercial Paper Notes Payable	135,000,000	-	-	-	-	135,000,000
Total Liabilities	158,808,625	21,383,251	664,938	3,817,314	574,637	185,248,765
Deferred Inflows of Resources:						
Unavailable Program Revenues	459,409	-	-	-	-	459,409
Fund Balances (Deficit):						
Nonspendable	112,135	-	-	-	-	112,135
Restricted for Debt Service	337,564	-	-	-	-	337,564
Restricted for Capital Projects	-	-	756,482	11,025,549	-	11,782,031
Unassigned	(28,533,184)	-	207,971	658,885	2,811	(27,663,517)
Total Fund Balances (Deficit)	(28,083,485)	-	964,453	11,684,434	2,811	\$ (15,431,787)
Total Liabilities, deferred inflows of resources and fund balances (deficits)	\$ 131,184,549	\$ 21,383,251	\$ 1,629,391	\$ 15,501,748	\$ 577,448	

The Statement of Revenues, Expenditures, and Changes in Fund Balances, with Budget Comparison, compares budget to actual levels for revenues and expenditures for the first nine months of the fiscal year. Sales tax revenues and vehicle registration fees total \$71.6 million and \$3.2 million, respectively, for the nine months ending March 31, 2015 and program revenues total \$28.2 million.

As of March 31, 2015, the Transportation Authority incurred \$74.5 million of expenditures. Expenditures included \$67.6 million in capital projects costs, \$660,318 of interest and fiscal charges, and \$6.3 million for personnel and non-personnel expenditures.

Table 2

San Francisco County Transportation Authority
Internal Accounting Report
Statement of Revenues and Changes in Fund Balances with Budget Comparison
(Unaudited) Governmental Funds
For the Nine Months Ended March 31, 2015

	Sales Tax Program	Congestion Management Agency Program	Transportation Fund for Clean Air Program	Vehicle Registration Fee for Transportation Improvements Program	Treasure Island Mobility Management Agency Program	Total	Amended Budget	Variance With Final Budget Positive (Negative)
Revenues:								
Sales Tax	\$ 71,632,113	\$ -	\$ -	\$ -	\$ -	\$ 71,632,113	\$ 74,117,250	\$ (2,485,137)
Vehicle Registration Fee	-	-	-	3,217,914	-	3,217,914	3,545,789	(327,875)
Investment Income	318,355	-	1,397	2,889	-	322,641	259,643	62,998
Program Revenue	24,077	27,185,638	379,836	-	577,448	28,166,999	36,111,690	(7,944,691)
Other Revenue	129,632	-	-	-	-	129,632	4,252,963	(4,123,331)
Total Revenues	72,104,177	27,185,638	381,233	3,220,803	577,448	103,469,299	118,287,335	(14,818,036)
Expenditures:								
Personnel Expenditures	2,730,448	941,072	17,443	63,136	316,234	4,068,333	4,310,570	242,237
Non-personnel Expenditures	2,165,261	29,910	-	84	397	2,195,652	2,987,458	791,806
Capital Project Costs	33,994,071	30,678,663	155,819	2,498,698	258,006	67,585,257	138,125,701	70,540,444
Interest and Fiscal Charges	660,318	-	-	-	-	660,318	1,339,950	679,632
Total Expenditures	39,550,098	31,649,645	173,262	2,561,918	574,637	74,509,560	146,763,679	72,254,119
Excess (Deficiency) of Revenues over (under) Expenditures	32,554,079	(4,464,007)	207,971	658,885	2,811	28,959,739	(28,476,344)	57,436,083
Other Financing Sources (uses):								
Transfers In	-	4,464,007	-	-	-	4,464,007	1,008,252	3,455,755
Transfers Out	(4,464,007)	-	-	-	-	(4,464,007)	(1,008,252)	(3,455,755)
Total Other Financing Sources (uses)	(4,464,007)	4,464,007	-	-	-	-	-	-
Net Change in Fund Balances	28,090,072	-	207,971	658,885	2,811	28,959,739	\$ (28,476,344)	\$ 57,436,083
Fund Balances (Deficit), Beginning of the Period	(56,173,557)	-	756,482	11,025,549	-	(44,391,526)		
Fund Balances (Deficit), End of the Period	\$ (28,083,485)	\$ -	\$ 964,453	\$ 11,684,434	\$ 2,811	\$ (15,431,787)		

For the nine months ending March 31, 2015, revenues were less than budgetary estimates by \$14.8 million for all of the Transportation Authority's programs. Though the variance is rather large, the grant amounts have not changed. The Transportation Authority must receive contractor invoices and pay expenditures before it can submit reimbursement requests on local, regional, state or federal grants. The granting agencies do not always reimburse on a schedule matching the budgetary estimates. In addition, the other revenues variance is due to the outstanding first loan repayment from TIDA (repayment expected in June 2015). Total expenditures were less than the budgetary estimates by \$72.3 million. This amount includes favorable variances of \$242,237 for personnel expenditures since positions from the staff reorganization plan approved by the Board in May 2014 were not all hired, \$791,806 for non-personnel expenditures for costs that have not yet been incurred, and \$70.5 million in capital project costs due to costs from project sponsors and consultants that have not yet been received by the Transportation Authority's second and third quarters. Consistent with prior year patterns, Transportation Authority staff anticipates a higher level of reimbursement requests and invoices during the fourth quarter.

As of March 31, 2015, approximately 80% of the Transportation Authority's investable assets were invested in the City and County of San Francisco Treasury Pool. Other investment assets include a money market investment pool held by US Bank per the terms of the Transportation Authority's

Commercial Paper indenture. These investments are in compliance with both the California Government Code and the Transportation Authority's Board-adopted Investment Policy, and provide sufficient liquidity to meet expenditures requirements for the next six months. Attachment 1 is the most recent investment report furnished by the Office of the Treasurer.

ALTERNATIVES

None. This is an information item.

CAC POSITION

None. This is an information item.

FINANCIAL IMPACTS

None. This is an information item.

RECOMMENDATION

None. This is an information item.

Attachment:

1. Investment Report for March 31, 2015

**Office of the Treasurer & Tax Collector
City and County of San Francisco**

Pauline Marx, Chief Assistant Treasurer
Michelle Dury, Chief Investment Officer



José Cisneros, Treasurer

Investment Report for the month of March 2015

April 15, 2015

**The Honorable Edwin M. Lee
Mayor of San Francisco
City Hall, Room 200
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4638**

**The Honorable Board of Supervisors
City and County of San Franicsco
City Hall, Room 244
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4638**

Ladies and Gentlemen,

In accordance with the provisions of California State Government Code, Section 53646, we forward this report detailing the City's pooled fund portfolio as of March 31, 2015. These investments provide sufficient liquidity to meet expenditure requirements for the next six months and are in compliance with our statement of investment policy and California Code.

This correspondence and its attachments show the investment activity for the month of March 2015 for the portfolios under the Treasurer's management. All pricing and valuation data is obtained from Interactive Data Corporation.

CCSF Pooled Fund Investment Earnings Statistics *

(in \$ million)	Current Month		Prior Month	
	Fiscal YTD	March 2015	Fiscal YTD	February 2015
Average Daily Balance	\$ 6,053	\$ 6,602	\$ 5,983	\$ 6,440
Net Earnings	34.57	4.07	30.49	3.90
Earned Income Yield	0.76%	0.73%	0.77%	0.79%

CCSF Pooled Fund Statistics *

(in \$ million)	% of Portfolio	Book Value	Market Value	Wtd. Avg. Coupon	Wtd. Avg. YTM	WAM
U.S. Treasuries	7.99%	\$ 532.0	\$ 538.4	1.04%	1.14%	543
Federal Agencies	70.18%	4,718.9	4,726.4	0.86%	0.79%	775
State & Local Government						
Agency Obligations	2.76%	187.6	186.2	1.43%	0.89%	616
Public Time Deposits	0.01%	0.5	0.5	0.52%	0.52%	183
Negotiable CDs	7.88%	530.5	530.5	0.45%	0.46%	564
Commercial Paper	2.23%	150.0	150.0	0.00%	0.09%	1
Medium Term Notes	8.73%	589.4	587.7	0.79%	0.41%	403
Money Market Funds	0.22%	15.1	15.1	0.02%	0.02%	1
Totals	100.0%	\$ 6,723.9	\$ 6,734.9	0.83%	0.74%	684

In the remainder of this report, we provide additional information and analytics at the security-level and portfolio-level, as recommended by the California Debt and Investment Advisory Commission.

Very truly yours,

A handwritten signature of José Cisneros.

**José Cisneros
Treasurer**

cc: Treasury Oversight Committee: Aimee Brown, Ronald Gerhard, Joe Grazioli, Charles Perl
Ben Rosenfield, Controller, Office of the Controller
Tonia Lediju, Internal Audit, Office of the Controller
Cynthia Fong, Deputy Director for Finance & Administration, San Francisco County Transportation Authority
Carol Lu, Budget Analyst
San Francisco Public Library

* Please see last page of this report for non-pooled funds holdings and statistics.

Portfolio Summary

Pooled Fund

As of March 31, 2015

(in \$ million) Security Type	Par Value	Book Value	Market Value	Market/Book Price	Current % Allocation	Max. Policy Allocation	Compliant?
U.S. Treasuries	\$ 535.0	\$ 532.0	\$ 538.4	101.22	7.99%	100%	Yes
Federal Agencies	4,715.2	4,718.9	4,726.4	100.16	70.18%	100%	Yes
State & Local Government							
Agency Obligations	185.5	187.6	186.2	99.24	2.76%	20%	Yes
Public Time Deposits	0.5	0.5	0.5	100.00	0.01%	100%	Yes
Negotiable CDs	530.5	530.5	530.5	100.01	7.88%	30%	Yes
Bankers Acceptances	-	-	-	-	0.00%	40%	Yes
Commercial Paper	150.0	150.0	150.0	100.00	2.23%	25%	Yes
Medium Term Notes	586.2	589.4	587.7	99.72	8.73%	25%	Yes
Repurchase Agreements	-	-	-	-	0.00%	10%	Yes
Reverse Repurchase/ Securities Lending Agreements	-	-	-	-	0.00%	\$75mm	Yes
Money Market Funds	15.1	15.1	15.1	100.00	0.22%	10%	Yes
LAIF	-	-	-	-	0.00%	\$50mm	Yes
Supranationals	-	-	-	-	0.00%	5%	Yes
TOTAL	\$ 6,718.0	\$ 6,723.9	\$ 6,734.9	100.16	100.00%	-	Yes

The City and County of San Francisco uses the following methodology to determine compliance: Compliance is pre-trade and calculated on both a par and market value basis, using the result with the lowest percentage of the overall portfolio value. Cash balances are included in the City's compliance calculations.

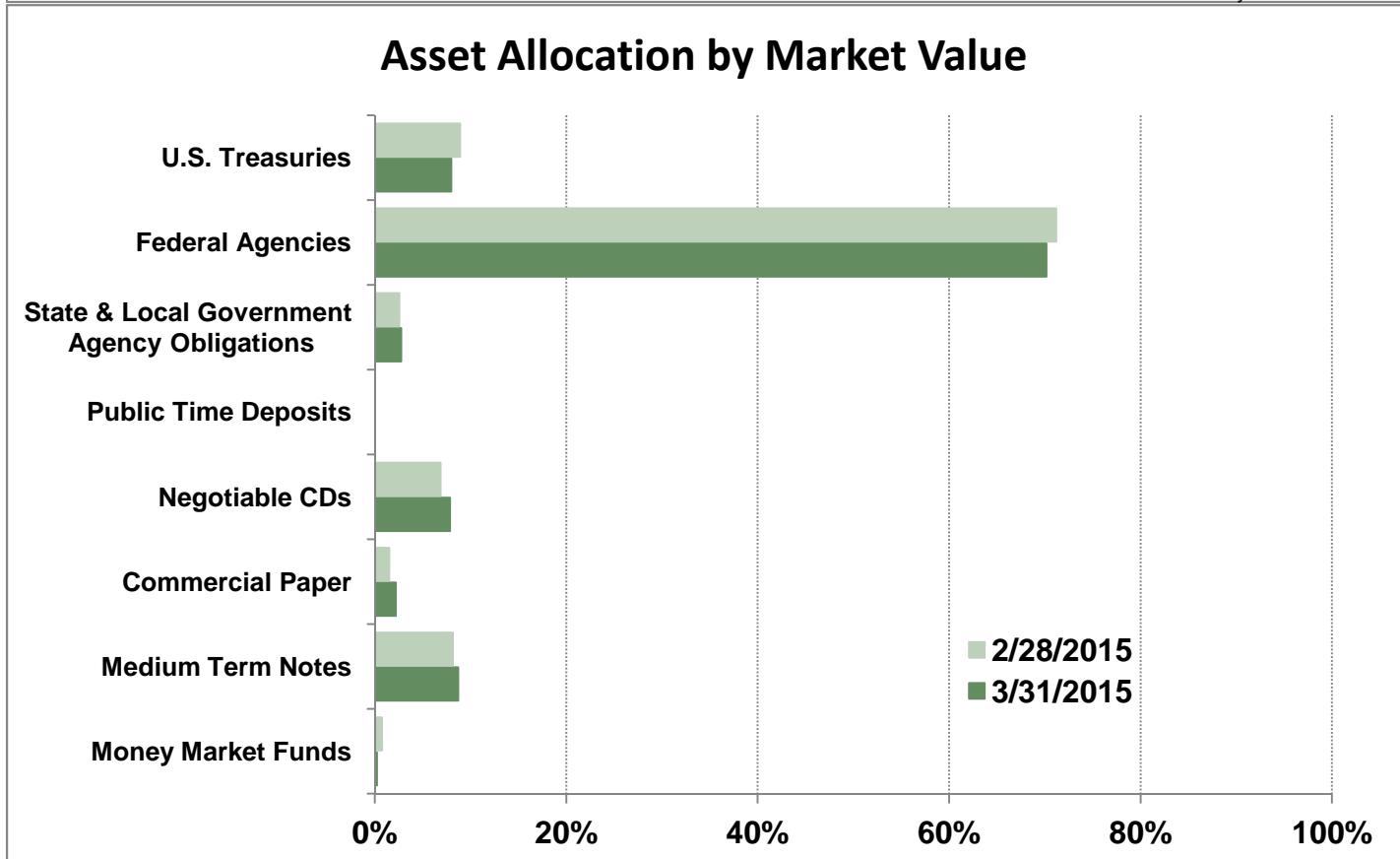
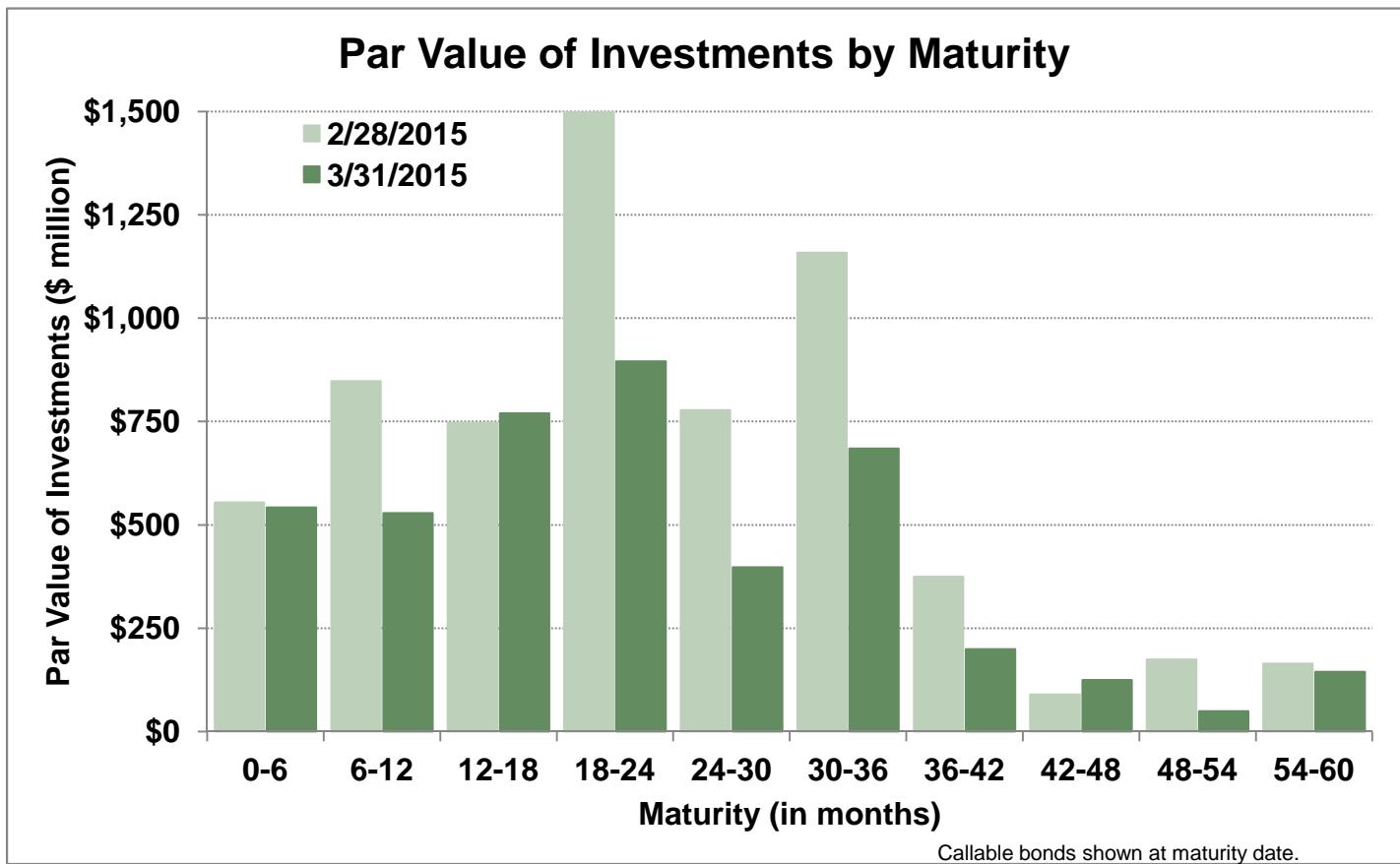
Please note the information in this report does not include cash balances. Due to fluctuations in the market value of the securities held in the Pooled Fund and changes in the City's cash position, the allocation limits may be exceeded on a post-trade compliance basis. In these instances, no compliance violation has occurred, as the policy limits were not exceeded prior to trade execution.

The full Investment Policy can be found at <http://www.sftreasurer.org/>, in the Reports & Plans section of the About menu.

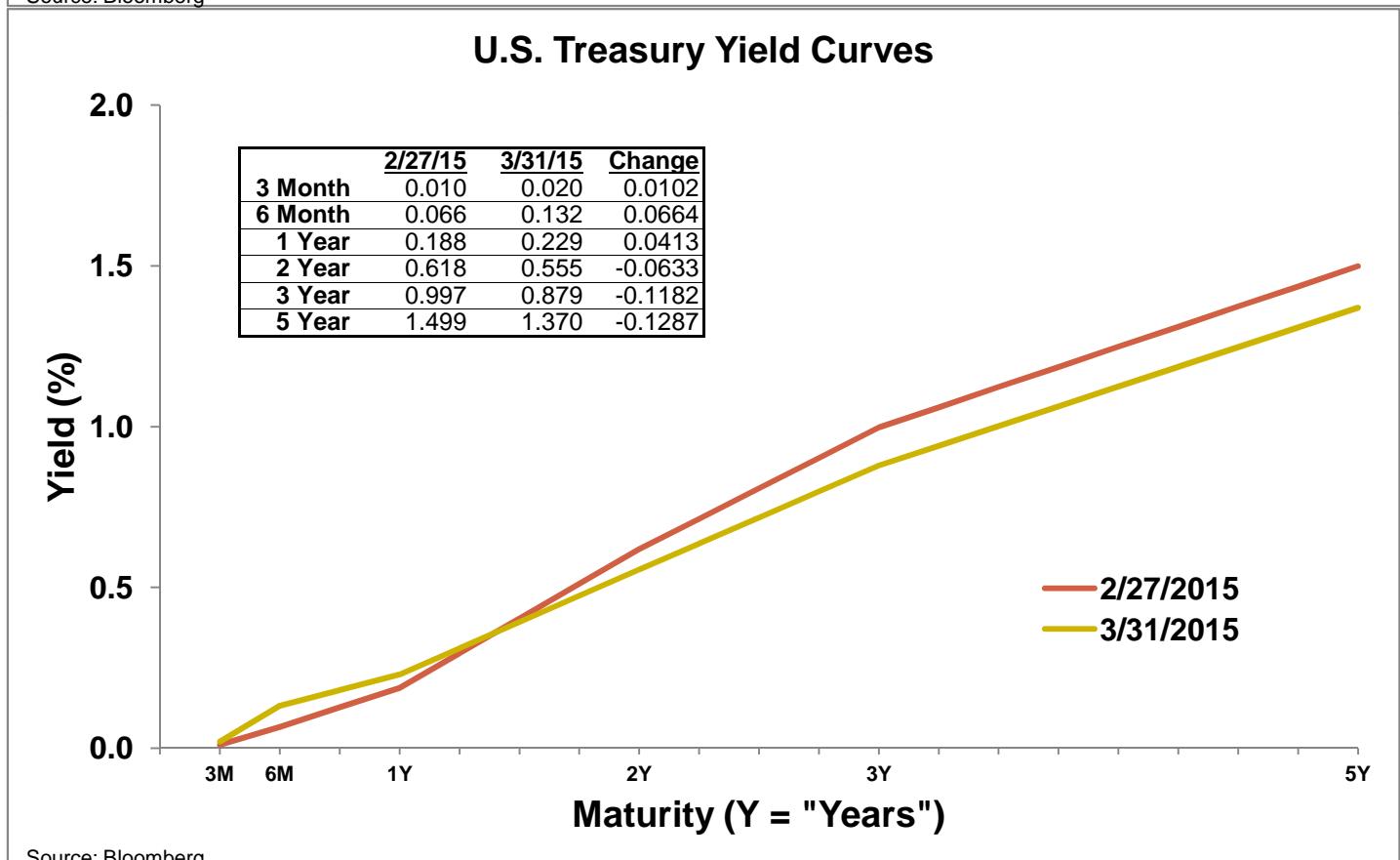
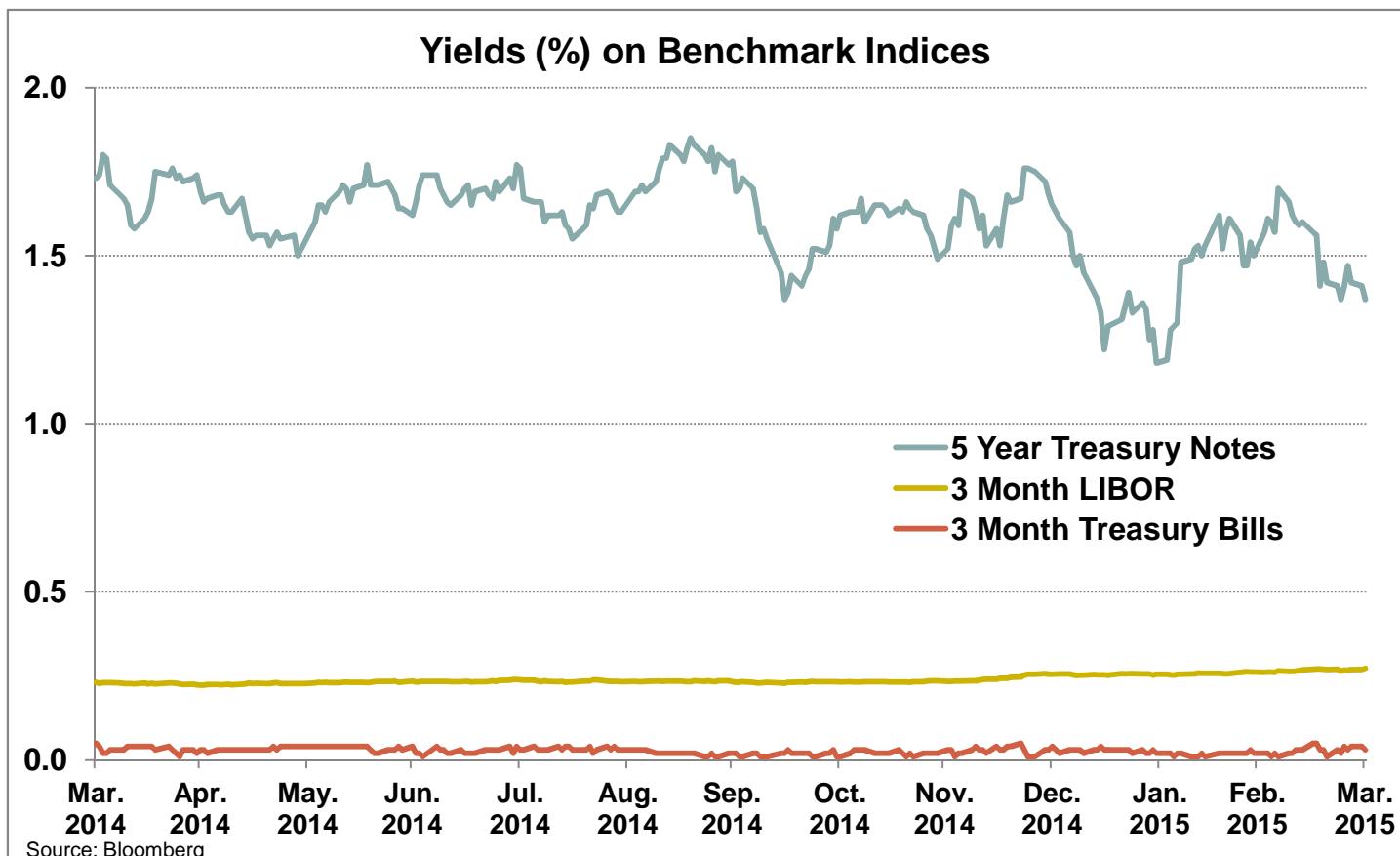
Totals may not add due to rounding.

Portfolio Analysis

Pooled Fund



Yield Curves



Investment Transactions

Pooled Fund

Transaction	Settle Date	Maturity	Type of Investment	Issuer Name	CUSIP	Par Value	Coupon	YTM	Price	Interest	Transaction
Interest	3/31/2015	9/30/2016	U.S. Treasuries	US TSY NT	912828RJ1	75,000,000	1.00	1.05	-	-	375,000
Interest	3/31/2015	3/31/2017	U.S. Treasuries	US TSY NT	912828SM3	50,000,000	1.00	1.07	-	-	250,000
Interest	3/31/2015	4/1/2015	Money Market Funds	MS INSTL GOVT FUND	61747C707	5,090,186	0.04	0.04	-	-	250
Interest	3/31/2015	4/1/2015	Money Market Funds	FIDELITY INSTL GOVT PORT	316175108	5,003,920	0.01	0.01	-	-	43
Subtotals						\$ 2,475,115,106	0.61	0.58	\$ -	\$ -	\$ 5,734,413

Grand Totals	21	Purchases
	(2)	Sales
	(9)	Maturities / Calls
	10	Change in number of positions

Non-Pooled Investments

As of March 31, 2015

Type of Investment	CUSIP	Issue Name	Settle Date	Maturity Date	Duration	Coupon	Par Value	Book Value	Amortized Book Value	Market Value
State/Local Agencies	797712AD8	SFRDA SOUTH BEACH HARBOR	1/20/12	12/1/16	1.62	3.50	\$ 2,640,000	\$ 2,640,000	\$ 2,640,000	\$ 2,640,000
Subtotals					1.62	3.50	\$ 2,640,000	\$ 2,640,000	\$ 2,640,000	\$ 2,640,000
Grand Totals					1.62	3.50	\$ 2,640,000	\$ 2,640,000	\$ 2,640,000	\$ 2,640,000

NON-POOLED FUNDS PORTFOLIO STATISTICS

	Current Month		Prior Month	
	Fiscal YTD	March 2015	Fiscal YTD	February 2015
Average Daily Balance	\$ 2,991,788	\$ 2,640,000	\$ 3,036,667	\$ 2,640,000
Net Earnings	\$ 78,488	\$ 7,700	\$ 70,788	\$ 7,700
Earned Income Yield	3.50%	3.43%	3.50%	3.80%

Note: All non-pooled securities were inherited by the City and County of San Francisco as successor agency to the San Francisco Redevelopment Agency. Book value and amortized book value are derived from limited information received from the SFRDA and are subject to verification.