



# Memorandum

Date: 01.19.17

RE: Citizens Advisory Committee  
 January 25, 2017

To: Citizens Advisory Committee  
 From: Cynthia Fong – Deputy Director for Finance and Administration *(CF)*  
 Subject: **INFORMATION** – Accounting Report and Investment Report for the Six Months Ending December 31, 2016

## 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.

## BACKGROUND

The Transportation Authority's Fiscal Policy (Resolution 16-56) 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 16-56) 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 a Balance Sheet (Attachment 1) and a Statement of Revenues, Expenditures, and Changes in Fund Balances, with Budget Comparison (Attachment 2). In Attachment 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 six months ending December 31, 2016, the numbers in the approved budget column are one-half of the total approved annual budget for Fiscal Year (FY) 2016/17. Although the sales tax (Prop K) and vehicle registration fees (Prop AA) accruals are included for the six-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 December 31, 2016 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.

## DISCUSSION

The purpose of this memorandum is to provide the Citizens Advisory Committee with the Internal Accounting Report and the Investment Report for the FY 2016/17 period ending December 31, 2016.

The Balance Sheet, Attachment 1, presents assets, liabilities, and fund balances as of December 31, 2016. Cash, deposits and investments total to \$41.2 million as of December 31, 2016. Other assets total \$40.4 million and includes \$11.1 million of program receivable mainly related to grant reimbursements for the I-80/Yerba Buena Island Interchange Improvement Project, \$3.0 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 \$17.7 million in sales tax receivable. We anticipate the remaining \$2.96 million of the outstanding intergovernmental loan balance will be repaid in February 2017. Liabilities total \$121.9 million as of December 31, 2016 and \$21 million of the revolving credit loan obligation was paid down, bringing the outstanding balance to \$93.7 million.

There is a negative of \$40.8 million in total fund balances, which is largely the result of how multi-year programming commitments are accounted for. Future sales tax revenues and grant reimbursements will fully fund this difference. This amount is obtained as follows: \$9.3 million is restricted for capital projects, and \$50.2 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 \$50.2 million unassigned negative fund balance.

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 half of the fiscal year. Sales tax revenues and vehicle registration fees total \$53.1 million and \$3.0 million, respectively for the six months ending December 31, 2016 and program revenues total \$16.6 million.

As of December 31, 2016, the Transportation Authority incurred \$39.3 million of expenditures. Expenditures included \$35.2 million in capital projects costs, \$439,930 in interest and fiscal charges, and \$3.7 million for personnel and non-personnel expenditures.

For the six months ending December 31, 2016, revenues were higher than budgetary estimates by \$9.9 million for all of the Transportation Authority's programs due to a change in the revenue recognition period from 90 days to 60 days, where revenues collected 60 days after the fiscal year ended June 30<sup>th</sup>, 2016 are now considered revenues collected for FY 2016/17. Total expenditures were lower than the budgetary estimates by \$75.8 million. This amount includes a favorable variance of \$957,001 for personnel and non-personnel expenditures, \$40,070 for interest and fiscal charges, and a favorable variance of \$74.8 million in capital project costs. The variance in capital project costs is due to costs from project sponsors that have not yet been received by the Transportation Authority for the second quarter. Consistent with normal prior year patterns, Transportation Authority staff anticipate a higher level of Prop K reimbursement requests during the next quarters. The variance in other financing sources (uses) is due to the annual \$21 million repayment of the revolving credit loan obligation in mid-November and the anticipated additional loan of \$25 million to be drawn down in Spring 2017 to fund some of the largest Prop K projects.

As of December 31, 2016, approximately 62.3% 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 3 is the most recent investment report furnished by the Office of the Treasurer.

## **ALTERNATIVES**

None. This is an information item.

## **FINANCIAL IMPACTS**

None. This is an information item.

## **RECOMMENDATION**

None. This is an information item.

## Attachments (3):

1. Balance Sheet (unaudited)
2. Statement of Revenue, Expenditures, and Changes in Fund Balance with Budget Comparison (unaudited)
3. Investment Report for December 31, 2016





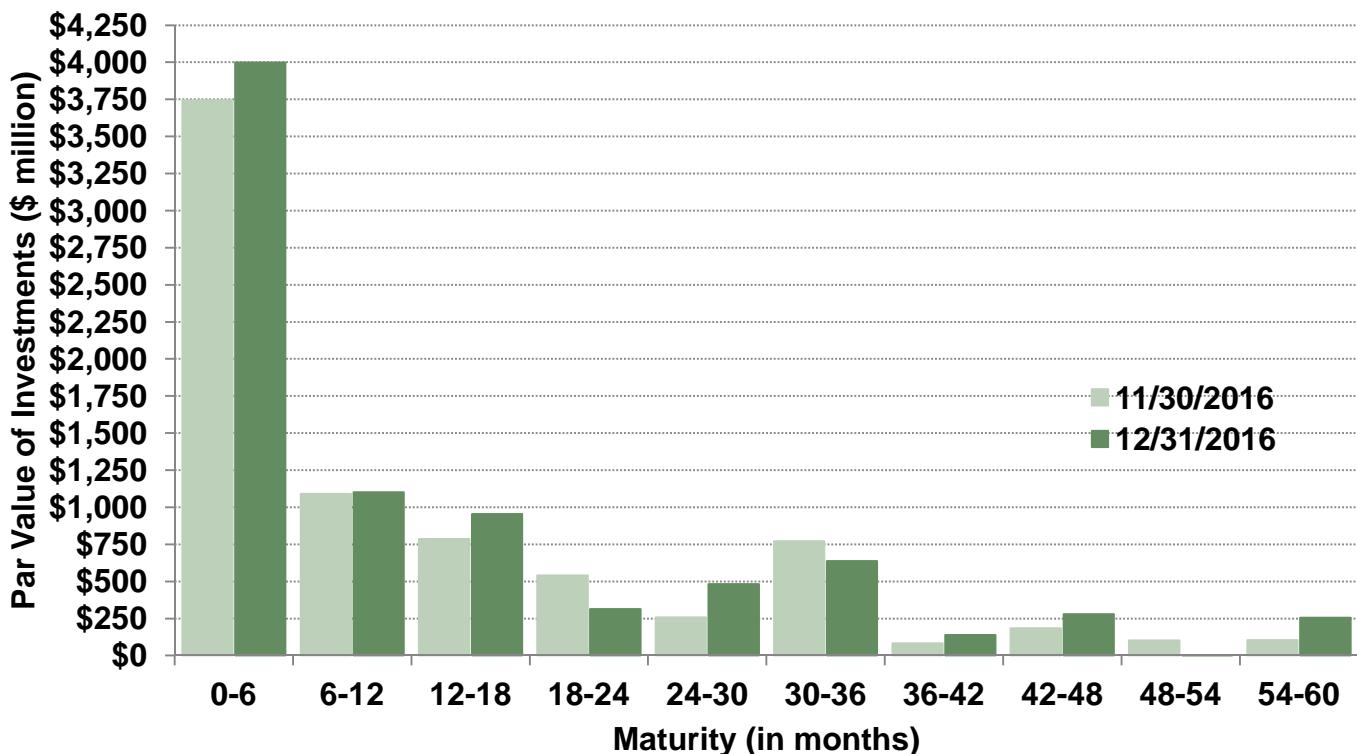




# Portfolio Analysis

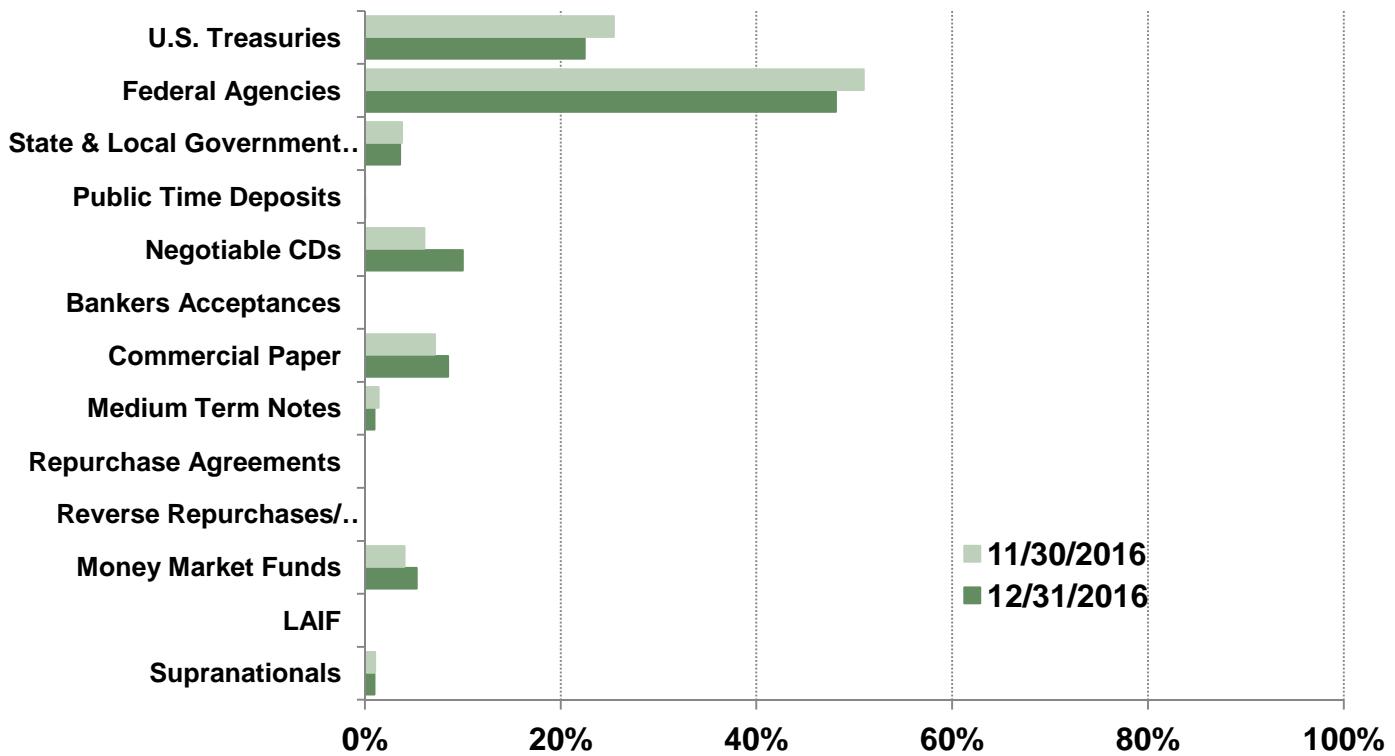
## Pooled Fund

### Par Value of Investments by Maturity

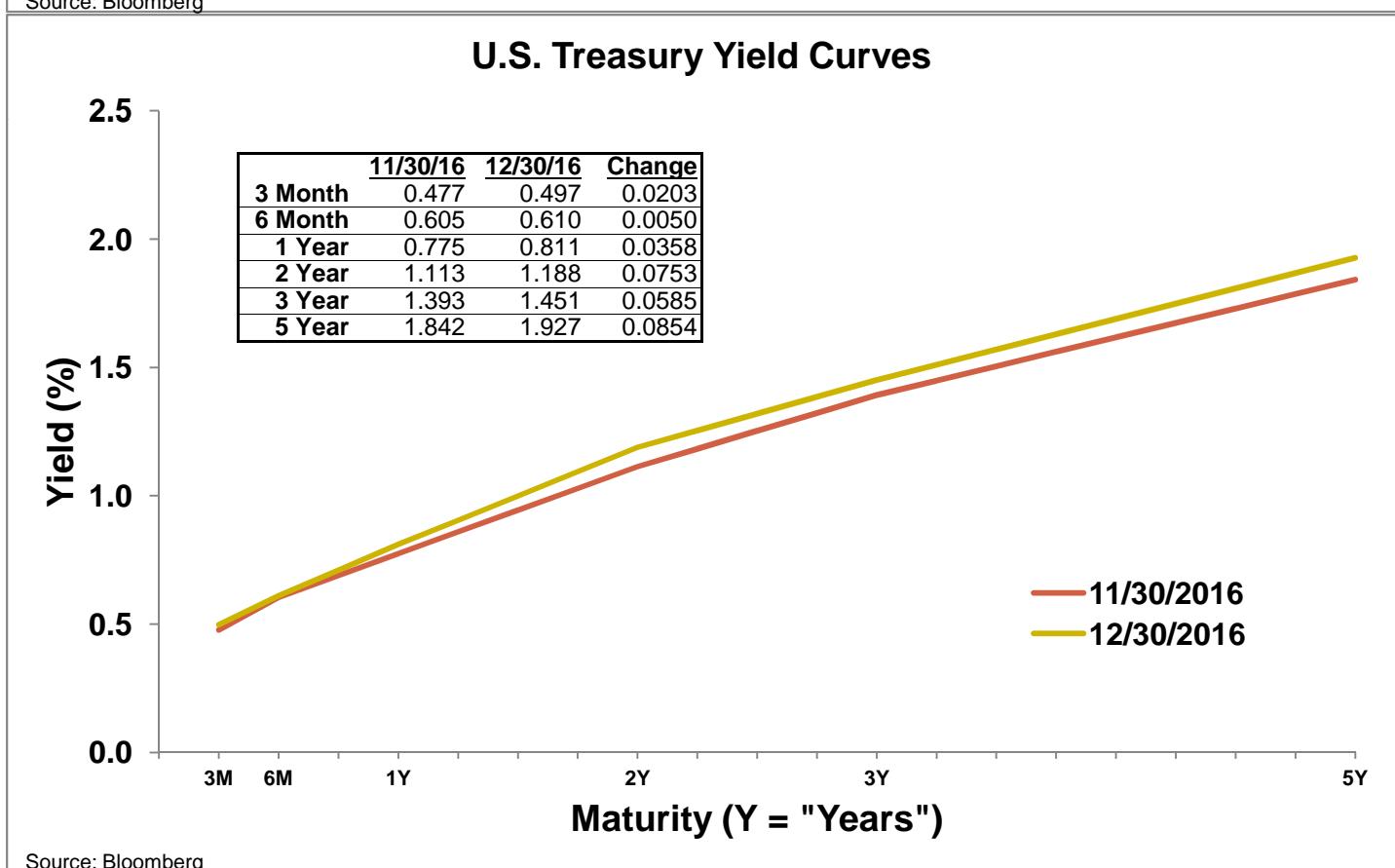
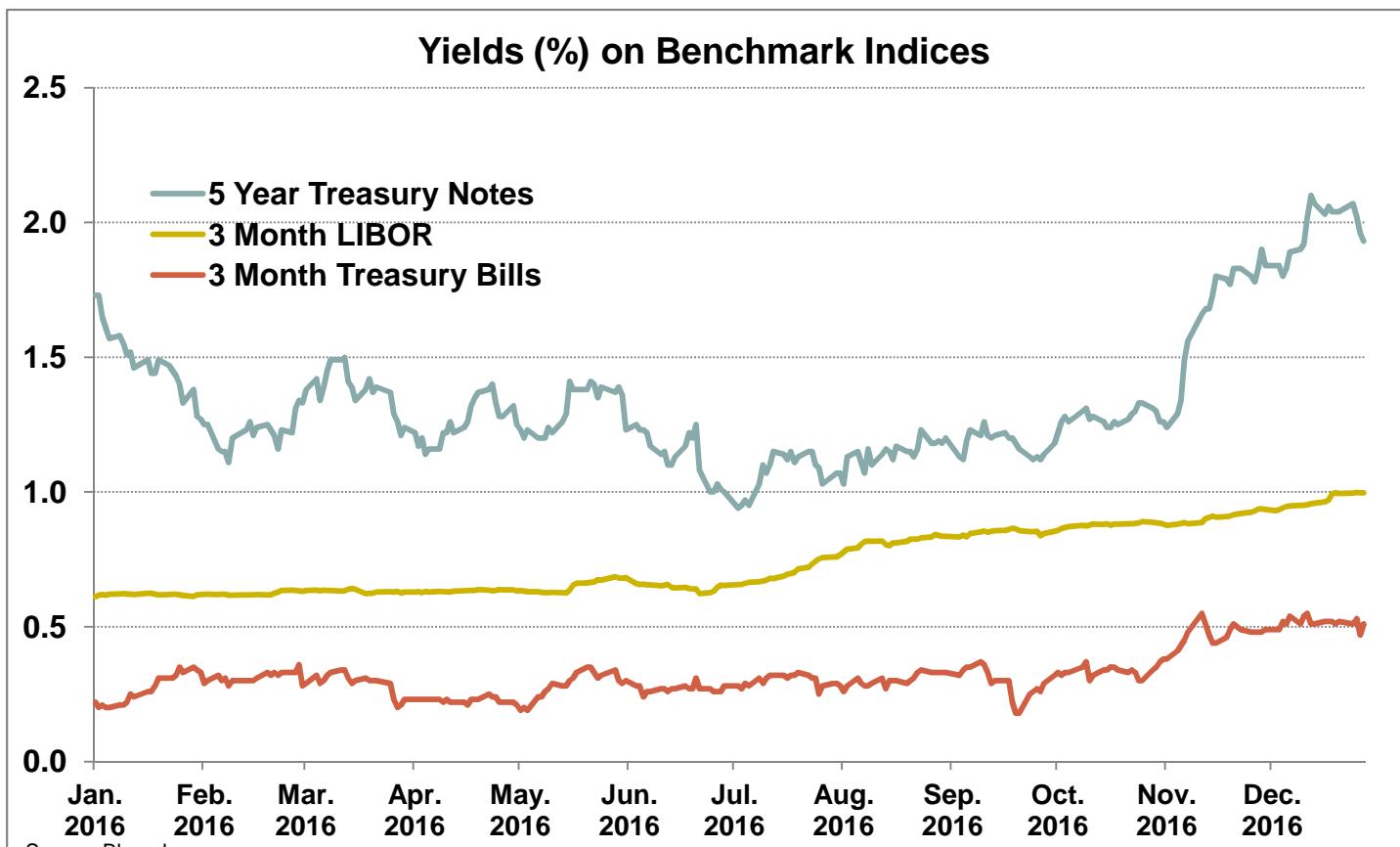


Callable bonds shown at maturity date.

### Asset Allocation by Market Value



# Yield Curves





































# Investment Transactions

## Pooled Fund

<u>Transaction</u>	<u>Settle Date</u>	<u>Maturity</u>	<u>Type of Investment</u>	<u>Issuer Name</u>	<u>CUSIP</u>	<u>Par Value</u>	<u>Coupon</u>	<u>YTM</u>	<u>Price</u>	<u>Interest</u>	<u>Transaction</u>
Interest	12/28/2016	01/25/2017	Negotiable CDs	ROYAL BANK OF CANADA NY	78009NZD1	25,000,000	1.10	1.10	0.00	0.00	25,254
Interest	12/28/2016	03/28/2017	Negotiable CDs	TORONTO DOMINION BANK NY	89113EC79	50,000,000	1.10	1.10	0.00	0.00	139,399
Interest	12/28/2016	04/21/2017	Commercial Paper	TOYOTA MOTOR CREDIT CORP	89233APL7	25,000,000	1.15	1.15	0.00	0.00	24,012
Interest	12/29/2016	03/29/2017	Federal Agencies	FEDERAL FARM CREDIT BANK	3133EDZW5	25,000,000	0.63	0.63	0.00	0.00	13,039
Interest	12/29/2016	06/29/2018	Federal Agencies	FREDDIE MAC	3134G9UY1	25,000,000	1.00	1.00	0.00	0.00	125,000
Interest	12/29/2016	06/29/2018	Federal Agencies	FREDDIE MAC	3134G9UY1	25,000,000	1.00	1.00	0.00	0.00	125,000
Interest	12/29/2016	06/29/2017	Federal Agencies	FREDDIE MAC	3137EADH9	15,000,000	1.00	0.78	0.00	0.00	75,000
Interest	12/29/2016	06/29/2017	Federal Agencies	FREDDIE MAC	3137EADH9	25,000,000	1.00	1.10	0.00	0.00	125,000
Interest	12/30/2016	06/30/2017	Federal Agencies	FREDDIE MAC	3134G5W50	50,000,000	1.00	1.00	0.00	0.00	250,000
Interest	12/30/2016	06/30/2020	Federal Agencies	FANNIE MAE	3136G3TG0	15,000,000	1.15	1.15	0.00	0.00	86,250
Interest	12/30/2016	06/29/2017	Public Time Deposits	UMPQUA BANK	PP7C0E3S1	240,000	0.79	0.79	0.00	0.00	478
Interest	12/31/2016	01/01/2017	Money Market Funds	BLACKROCK LIQ INST GOV F	09248U718	5,017,097	0.31	0.31	0.00	0.00	1,394
Interest	12/31/2016	01/01/2017	Money Market Funds	FIDELITY INST GOV FUND	31607A703	140,690,339	0.37	0.37	0.00	0.00	81,857
Interest	12/31/2016	01/01/2017	Money Market Funds	MORGAN STANLEY INST GOVT	61747C707	155,289,347	0.39	0.39	0.00	0.00	25,360
<b>Subtotals</b>						<b>\$2,750,926,782</b>	<b>0.75</b>	<b>0.75</b>	<b>\$ - \$ - \$ - \$</b>		<b>4,730,802</b>
<b>Grand Totals</b>	73	Purchases									
	(9)	Sales									
	(57)	Maturities / Calls									
	7	Change in number of positions									

## Non-Pooled Investments

**As of December 31, 2016**

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	0.00	3.50 \$	- \$	- \$	- \$	- -
<b>Subtotals</b>					<b>0.00</b>	<b>3.50 \$</b>	<b>- \$</b>	<b>- \$</b>	<b>- \$</b>	<b>- -</b>
<b>Grand Totals</b>					<b>0.00</b>	<b>3.50 \$</b>	<b>- \$</b>	<b>- \$</b>	<b>- \$</b>	<b>- -</b>

### NON-POOLED FUNDS PORTFOLIO STATISTICS

	Current Month		Prior Month	
	Fiscal YTD	December 2016	Fiscal YTD	November 2016
Average Daily Balance	\$ 561,277	\$ -	\$ 675,000	\$ 675,000
Net Earnings	\$ 9,844	\$ -	\$ 9,844	\$ 1,969
Earned Income Yield	3.48%	0.00%	3.48%	3.55%

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.