

## Monthly City Cash Report

A short discussion to provide helpful information on how to read the report.

a. **Timing.** We present this report to the Council on the third Thursday of the month, reporting the cash situation as of the end of prior month. Thus, during the October meeting we report the cash situation as of the end of September and so on.

b. **What is included.** The cash report displays all the money that the city has. A household analogy might be list of what you hold in all of your checking and savings accounts. There are things other than cash that are important, like debt and non-financial assets. We report those in our annual audited financial report. Still, cash is very important and the Council monitors it monthly.

c. **Structure of the report.**

1) **Statement of Cash and Cash Equivalents for City Funds.** By “city funds,” we mean the money available to support operations, as opposed to money restricted to support activity in three trust funds. We report that separately, per 3) below. In this one-page section, citizens should note how much money we have, how it went up or down versus the prior month, and how the money is invested. It is normal for the city to “lose” cash in most months, as expenses exceed revenue. The exception is in January and July, when revenue spikes with semi-annual property tax receipts.

2) **Change in Cash and Cash Equivalents for City Funds.** This one page report details how the cash changed during the month, with emphasis on revenue received. The major expense is “all checks issued.” We don’t detail the expenses here but we do provide a separate report that does (Payroll and Claims Report). Citizens should note the various revenue sources and we often provide comparisons to prior years on important items such as sales tax revenue and so on.

3) **Statement of Cash and Investment Balances for Trust Funds.** This is where we discuss the status of the three trust funds, with Police Retirement being the largest. This one page shows the investment status, discusses changes during the month and summarizes the fund balances all on one page. Citizens should note how this money is invested and how fund balances changed. Since the retirement fund has long-term liabilities, it is typically invested in long-term bonds.

4) **Fund balances for All Funds.** This report displays the cash by city fund, with a comparison to the previous month. The total on this report equals the total of the city funds (report #1) and the trust funds (report #3). The second page provides discussion and analysis for the month. Citizens should note funds that are negative, as these are borrowers from the General Fund. Some funds are always negative because they are financed with federal grants. We spend the money and then wait to get reimbursed. While typical, it is still important to monitor.

**CITY OF POCATELLO**  
**STATEMENT OF CASH, CASH EQUIVALENTS AND INVESTMENTS BALANCES FOR CITY FUNDS**  
**AS OF NOVEMBER 31, 2009**

	Value at Market
Cash on Hand	\$ 24,903.42
Cash in Banks	3,404,391.58
Cash held by third parties	543,845.30
Cash held in Broker Accounts	254,950.33
Cash held at the State of Idaho Investment Pool	3,180,084.74
Total cash	\$ 7,408,175.37

Investments at Fairmarket Value

Current Investments

City Government

Certificate of Deposit

\$ 820,065.91

Money Market Fund

9,120,199.36

Total cash and cash equivalents

**"The Number":** Down \$2,272,125.22 from last month. Represents 75.9% in cash or short term investments

\$ 17,348,440.64

Long-Term Investments

General Government

State Investment Pool Bond Fund

\$ 5,508,027.72

Total long-term investments

Represents 24.1% total in longer term investments

\$ 5,508,027.72

Total Cash, Cash Equivalents and Long-Term investments

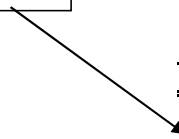
**"All the city money we have":** Down \$2,183,169.54 from last month,

\$ 22,856,468.36

**Change in Cash and Equivalents City Funds  
November 30, 2009**

<b>Cash Receipts</b>		
Airport Security Grant	14,418.00	0.34%
Water receipts	16,049.14	0.38%
Cemetery receipts	20,160.00	0.47%
Animal Control Fees and Fines	28,654.63	0.67%
Community Recreation Center Service Charges	32,677.10	0.77%
<b>Grant - Entitlement - Federal (CDBG)</b>	<b>37,167.93</b>	<b>0.87%</b>
Transit Service Charges	37,221.88	0.87%
Police Fees and Fines	37,514.74	0.88%
Airport Rent & Landing Fees	47,811.22	1.12%
<b>Police-Byrne Grant</b>	<b>51,115.00</b>	<b>1.20%</b>
Building Fees and Permits	53,183.67	1.25%
Zoo Receipts	67,662.67	1.58%
Bannock County tax	83,360.55	1.95%
Other miscellaneous receipts	83,701.75	1.96%
<b>Idaho Housing Authority Grant (NSP Fund 80 program)</b>	<b>85,356.74</b>	<b>2.00%</b>
Cable Franchise Fees	87,544.88	2.05%
Water Pollution Control Service Charges	159,831.38	3.74%
Bannock County Ambulance	181,019.25	4.24%
<b>Idaho State Sales Tax Revenue Sharing (down 9.64% from last year \$517,547.33)</b>	<b>467,657.85</b>	<b>10.95%</b>
<b>Transit Grant- Federal (purchase of transit buses no match)</b>	<b>829,967.00</b>	<b>19.44%</b>
Utility Billing Service Charges	1,847,862.49	43.28%
<b>from outside sources</b>	<b>4,269,937.87</b>	<b>100.00%</b>
<b>Cash Disbursements</b>		
Total payroll and material claims per December 3rd report	-6,579,676.77	
Less Trust Funds Claims	65,225.84	
City Fund payroll and material claims	-6,514,450.93	
Merchant fees (credit card acceptance fees)	-4,674.79	
Bank service charges	-3,079.48	
Returned Checks	-9,520.96	
Other checks cut (Library trustee, Youth forum, Police narc's)	-10,380.93	
Administration support fee	44.00	
<b>Total cash dispersed to outside sources</b>	<b>-6,542,063.09</b>	
<b>Net cash received by operations</b>	<b>-2,272,125.22</b>	
<b>Internal activity</b>		
Long-term investments sold		
City Portfolio		
Other disbursements		
Capital Gain/Loss		
Other Receipts		
Principal Accrued	31,374.88	
Long-term investment purchased		
<b>Net change in cash and long term investment</b>	<b>-2,240,750.34</b>	
<b>Fair Market Value Adjustments</b>		
City Long Term portfolio	57,580.80	
<b>Net change in cash value and long term investment value</b>	<b>\$(2,183,169.54)</b>	

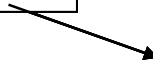
**Operating result for November 2009:**  
Down \$2,183,169.54



**CITY OF POCATELLO**  
**STATEMENT OF CASH, CASH EQUIVALENTS AND INVESTMENTS BALANCES FOR TRUST FUNDS**  
**AS OF NOVEMBER 30, 2009**

Cash in Bank	\$500,622.83
Cash held in Broker Accounts	61,035.49
<b>Total cash and cash equivalents</b>	<b>\$561,658.32</b>
 <b>LONG TERM INVESTMENTS</b>	
Commercial Notes	\$457,066.74
FHLB Bonds	314,864.30
FNMA Mortgage Notes	5,379,229.47
FHLMC Mortgage Notes	2,077,872.47
GNMA Mortgage Pools	64,722.01
<b>Total Cash, Cash Equivalents and Long-Term Investments</b>	<b>\$8,855,413.31</b>

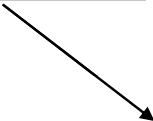
"All the Trust money we have":  
Up \$10,271.11 for the month



**Change in Cash and Equivalents For Trust Funds**  
**For November 2009**

<b>Cash Receipts</b>	
Bannock and Power County Tax	\$3.11
Return of Investment Capital	245,501.57
Interest	48,758.07
<i>from outside sources</i>	<i>294,262.75</i>
<b>Cash Disbursements</b>	
All checks issued	-65,225.84
L/T Investment Purchased	-199,400.00
Bank charges	-60.10
Admin Support Fee	-44.00
<b>Total cash dispersed to outside sources</b>	<b>-264,729.94</b>
<b>Net cash received by operations</b>	<b>\$29,532.81</b>
<b>Internal activity</b>	
Long-term investments sold	
Police Retirement Portfolio	-\$245,501.57
Other disbursements	
Capital Gain/Loss	1,372.87
Other Receipts	
Principal Accrued	
Long-term investment purchased	199,400.00
<b>Net change in cash and long term investment</b>	<b>-\$15,195.89</b>
<b>Fair Market Value Adjustments (Unrealized)</b>	
Police Long Term portfolio	25,467.00
<b>Net change in cash value and long term investment value</b>	<b>\$10,271.11</b>

Trust operating result for  
November 2009: Up \$10,271.11



**TRUST FUND BALANCES - CHANGE**  
**November 30, 2009**

<b>FUNDS</b>		<b>CASH</b>	<b>CASH</b>	<b>NET</b>
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	<b>ENDING BALANCE 10/31/09</b>	<b>ENDING BALANCE 11/30/09</b>	<b>CHANGE IN CASH BY FUND</b>
951 POLICE RETIREMENT TRUST	8,808,799.01	8,819,061.77	\$10,262.76
953 AIRPORT BOND TRUST	16,496.33	16,500.12	3.79
961 SO. BAN. HWY. DEV. TRUST	19,846.86	19,851.42	4.56
<b>TOTALS</b>	<b>\$8,930,745.67</b>	<b>\$8,855,413.31</b>	<b>\$10,271.11</b>

FUNDS		CASH ENDING BALANCE 10/31/09	CASH ENDING BALANCE 11/30/09	NET CHANGE IN CASH BY FUND
001	<b>GENERAL FUND</b>	<b>1,797,585.23</b>	<b>664,206.33</b>	<b>-1,133,378.90</b>
002	LIABILITY INSURANCE FUND	596,733.64	663,113.63	66,379.99
003	STREET FUND	364,098.81	61,082.13	-303,016.68
004	RECREATION FUND	264,522.69	205,323.43	-59,199.26
005	CEMETERY FUND	137,588.97	131,746.19	-5,842.78
006	AIRPORT FUND	157,727.96	109,273.43	-48,454.53
007	LIBRARY FUND	166,960.69	66,126.65	-100,834.04
009	POC. REG. TRANSIT FUND	(567,916.58)	(657,837.16)	-89,920.58
012	VIDEO SERVICES FUND	76,557.76	117,189.84	40,632.08
013	BUSINESS IMPROV. FUND	(45.00)	686.62	731.62
014	CHIEF THEATRE FUND	144,577.78	142,533.59	-2,044.19
016	EMERGENCY REPAIR FUND	14,018.67	22,338.67	8,320.00
017	STORMWATER ENVIRONMENTAL SCIENCE FUND	82,587.17	89,139.22	6,552.05
	<b>SUBTOTAL SPECIAL REVENUE FUNDS</b>	<b>1,437,412.56</b>	<b>950,716.24</b>	<b>-486,696.32</b>
030	SANITATION FUND	2,979,584.26	2,630,606.60	-348,977.66
031	WATER FUND	3,075,338.26	3,349,767.62	274,429.36
032	WATER POLLUTION CONTROL	2,172,880.06	2,242,153.86	69,273.80
035	AMBULANCE FUND	98,023.47	74,308.89	-23,714.58
	<b>SUBTOTAL ENTERPRISE FUNDS</b>	<b>8,325,826.05</b>	<b>8,296,836.97</b>	<b>-28,989.08</b>
050	INFORMATION SYSTEMS FUND	284,516.18	280,592.67	-3,923.51
052	UTILITY BILLING FUND	621,114.31	641,593.91	20,479.60
053	MEDICAL INSURANCE FUND	1,410,496.53	1,406,365.83	-4,130.70
054	PUBLIC WORKS DIRECTOR	121,149.38	118,126.70	-3,022.68
055	FUEL INTERNAL SERVICE FUND	62,023.42	45,070.94	-16,952.48
	<b>SUBTOTAL INTERNAL SERVICE FUNDS</b>	<b>2,499,299.82</b>	<b>2,491,750.05</b>	<b>-7,549.77</b>
059	DEBT SERVICE FUND GOV	1,647.29	1,945.36	298.07
060	DEBT SERVICE FUND WPC	1,233,058.34	1,232,970.34	-88.00
061	DEBT SERVICE FUND WATER	961,655.20	961,796.04	140.84
	<b>SUBTOTAL DEBT SERVICE FUNDS</b>	<b>2,196,360.83</b>	<b>2,196,711.74</b>	<b>350.91</b>
070	FEDERAL AID PROJECTS	(130,779.97)	(166,374.69)	-35,594.72
071	STATE PROJECTS	192,550.00	192,521.50	-28.50
072	AIRPORT CONSTRUCTION	23,042.96	(194,397.50)	-217,440.46
073	WATER CONSTRUCTION	7,742,412.40	7,319,543.92	-422,868.48
078	CAPITAL ACQUISITION FUND	28,613.00	29,863.00	1,250.00
	<b>SUBTOTAL CAPITAL PROJECT FUNDS</b>	<b>7,855,838.39</b>	<b>7,181,156.23</b>	<b>-674,682.16</b>
080	FORECLOSURE STABILIZATION	(130,119.41)	(57,661.71)	72,457.70
081	CDR-CDBG ENTITLEMENT FUND	74,706.15	96,514.86	21,808.71
082	ENERGY BLOCK GRANT	(43,719.08)	(42,547.18)	1,171.90
088	POLICE GRANT FUNDS	(15,869.62)	(28,160.36)	-12,290.74
	<b>SUBTOTAL GRANT REVENUE FUNDS</b>	<b>-115,001.96</b>	<b>(31,854.39)</b>	<b>83,147.57</b>
951	POLICE RETIREMENT TRUST	8,808,799.01	8,819,061.77	10,262.76
952	RETIREMENT PAYOUT TRUST	343,045.60	343,333.60	288.00
953	AIRPORT BOND TRUST	16,496.33	16,500.12	3.79
954	EIDC REVOLV. LOAN TRUST	137,480.18	137,458.18	-22.00
955	CDR LOAN TRUST	140,313.81	140,273.42	-40.39
956	POLICE TRAINING TRUST	0.00	0.00	0.00
957	ZOO ANIMAL TRUST	(4,044.07)	56,797.72	60,841.79
958	WATER ACQUISITION TRUST	46,377.83	46,377.83	0.00
959	SIDEWALK REVOL. LOAN TRUST	26,205.87	26,245.32	39.45
960	STANDROD TRUST	192,705.02	193,536.28	831.26
961	SO. BAN. HWY. DEV. TRUST	19,846.86	19,851.42	4.56
962	FACADE LOAN TRUST	59,970.82	65,086.97	5,116.15
963	PARKS AND RECREATION DEVELOPMENT TRUST	3,043.43	3,043.43	0.00
964	PROPERTY ABATEMENT FUND	71,958.27	72,099.75	141.48
	<b>SUBTOTAL TRUST AND RESTRICTED FUNDS</b>	<b>9,862,198.96</b>	<b>9,939,665.81</b>	<b>77,466.85</b>
970	SEIZED FUNDS AGENCY	16,866.32	16,545.32	-321.00
971	UNCLAIMED PROPERTY AGENCY	0.00	0.00	0.00
973	STATE SALES TAX AGENCY	0.00	158.15	158.15

974	COBRA INS. AGENCY	8,393.90	5,989.22	-2,404.68
	<b>SUBTOTAL AGENCY FUNDS</b>	<b>25,260.22</b>	<b>22,692.69</b>	<b>-2,567.53</b>
	<b>TOTAL ALL FUND TYPES</b>	<b>33,884,780.10</b>	<b>31,711,881.67</b>	<b>-2,172,898.43</b>

**Discussion & Analysis ("City Funds"):**

**City Operating result** for November 2009 was a loss of \$2,183,169.54.

**City Revenues:** November was an average month for revenues (\$4.2m vs \$3.7m last year). The City received State Revenue Sharing of \$467,657.85 (last year \$517,547.33 a decrease of 9.64%) We received \$829,967.00 in FTA Transit Grants, Entitlement Grants of \$37,167.93, Police Byrne Grant of \$51,115.00 and IHFA Grant of \$85,356.74.

**City Expenses:** Expenses were high for November, reflecting equipment purchases (buses and sanitation trucks). We had \$6.5 million in expense, (vs. \$5.6 million in 2008) and \$4.2 million in revenue such that at month's end, the city is down \$2,183,169.54 (city funds).

**City Investment Posture:** At month end, City funds were 75% in cash or short-term investments and 25% in long term investments. \$8,688,112.46 of all assets (27%) were in one of the two State of Idaho investment pools and 9,120,199.36 of all assets (29%) are invested in two moneymarket funds. State Investment Pool Short Term rate is .24% ( a increase of .02), State Investment Pool Long Term current yield rate is 3.57% (a decrease of .03) , Wells Fargo Sweep account rate is .1% (unchanged), Wells Fargo Money Market rate is .50% (a decrease of .05% and Key Bank Money Market rate is .35% (a decrease of .04%).

**Discussion and Analysis ("Trust Funds"):**

Trust Operating Result for November is a gain of \$10,271.11. We issued \$65,225.84 in benefits. Interest earnings, return of capital, realized and unrealized gains were enough to cover expenses.

Trust Investment Posture for November had the following changes. We received principal returns of \$245,501.57, interest earnings of \$48,758.07, capital gains of \$1,372.87 and unrealized capital gains were \$25,467.00. Overall, the trusts funds have 6% of their investments in cash or cash equivalents and 94% are in longer term investments.

**Combined City and Trust Internal Borrowing Analysis:**

All the money we have:	\$31,711,881.67
Less the stuff we really shouldn't touch:	
Sanitation Enterprise	2,630,606.60
Water Enterprise	11,631,107.58
WPC Enterprise	3,475,124.20
Medical Reserve	1,406,365.83
Trust Funds	8,855,413.31
Result:	\$ 3,713,264.15

This positive number, hence no internal borrowing this month. It is \$1,276,193.53 more than one year ago. The total amount of cash, cash equivalents, and long term investments is \$1,450,892.39 less than one year ago.

**Outlook:** December will be weak for revenues. There will be no quarterly franchise or state revenues and property taxes won't arrive in a big way until January. Operating expenses should be moderate, as most construction activity has slowed for the winter. Still, most of the city expense in the tax funds is labor and those costs largely continue.

**Overall:** November's performance was unsatisfactory due to the continued softness in the State revenue sharing revenues. The increase in the Transit (fund 09) deficit is also a concern; we need to get our reimbursements from the transit federal grants paid more quickly.

Respectfully,

David Swindell, Chief Financial Officer