

## 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.

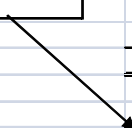
CITY OF POCA TELLO  
 STATEMENT OF CASH, CASH EQUIVALENTS AND INVESTMENTS BALANCES FOR CITY FUNDS  
 AS OF OCTOBER 31, 2011

				Value at Market
<b>Cash on Hand</b>				\$ 21,406.57
<b>Cash in Banks</b>				1,273,378.82
<b>Cash held by third parties</b>				643,166.20
<b>Cash held at the State of Idaho Investment Pool</b>				3,866,688.80
<b>Total cash</b>				<b>\$ 5,804,640.39</b>
<b>Investments at Fairmarket Value</b>				
<b>Current Investments</b>				
<b>City Government</b>				
		Certificate of Deposit		\$ 2,585,842.50
		Key Bank Money Market Fund (General Funds)		1,594,109.54
		Wells Fargo Money Market Fund (General Funds)		3,009,269.63
		Wells Fargo Money Market Fund (Water Bond Proceeds)		5,445,176.73
<b>Total cash equivalents</b>				\$12,634,398.40
<b>Total cash and cash equivalents</b>				<b>\$ 18,439,038.79</b>
<div style="border: 1px solid black; padding: 2px; display: inline-block; margin-left: 100px;">                     "The Number": Down \$510,920.70 from last month. Represents 80% in cash or short term investments                 </div>				
<b>Long-Term Investments</b>				
<b>General Government</b>				
		State Investment Pool Bond Fund		\$ 4,889,431.25
<b>Total long-term investments</b>				<b>\$ 4,889,431.25</b>
<div style="border: 1px solid black; padding: 2px; display: inline-block; margin-left: 100px;">                     Represents 20% total in longer term investments                 </div>				
<b>Total Cash, Cash Equivalents and Long-Term investments</b>				<b>\$ 23,328,470.04</b>
<div style="border: 1px solid black; padding: 2px; display: inline-block; margin-left: 100px;">                     "All the city money we have": Down \$540,629.27 from last month,                 </div>				

**Change in Cash and Equivalents City Funds**  
**October 31, 2011**

<b>Cash Receipts</b>			
Franchise Fee - Intermountain Gas (down \$1,553.51 (-5.23%) vs. Oct 2010)		28,166.32	0.48%
Airport Rent & Landing Fees		34,641.67	0.59%
Community Recreation Center Service Charges		41,675.44	0.71%
Workers Compensation Premiums		46,767.52	0.80%
Building Fees and Permits		49,700.34	0.85%
Bannock County tax		50,159.39	0.85%
Airport Grant		53,180.00	0.91%
Transit Service Charges		69,427.56	1.18%
Cable Franchise Fees (down -\$3,669.98 (-4.18%) vs. Oct 2010)		84,102.79	1.43%
Franchise Fee - Idaho Power (up \$293.90 (+.33%) vs. Oct 2010)		88,055.95	1.50%
Police Fees and Fines		91,220.04	1.55%
<b>Idaho State Liquor Tax (up \$3,265 (+3.08%) vs. Oct 2010)</b>		<b>109,267.00</b>	<b>1.86%</b>
PDA loan repayment		171,610.00	2.92%
Water Pollution Control Service Charges		197,271.55	3.36%
Other miscellaneous receipts		221,212.65	3.77%
Transit Grant		259,491.00	4.42%
Bannock County Ambulance		377,848.00	6.43%
<b>Idaho State Highway User Fees (down \$20,859.40 (-4.46%) vs. Oct 2010)</b>		<b>446,838.51</b>	<b>7.61%</b>
<b>Idaho State Sales Tax Revenue Sharing (up \$37,699.73 (+8.73%) vs. Oct 2010)</b>		<b>469,566.03</b>	<b>7.99%</b>
Cheyenne Corridor-ID Dept of Transportation		470,017.00	8.00%
Utility Billing Service Charges		2,515,044.06	42.81%
<b>from outside sources</b>		<b>5,875,262.82</b>	<b>100.00%</b>
<b>Cash Disbursements</b>			
Total payroll and material claims per October 6th report	-6,683,969.30		
Less Trust Funds Claims	64,598.32		
City Fund payroll and material claims		-6,619,370.98	
Merchant fees (credit card acceptance fees)		0.00	
Bank service charges		-3,315.29	
Returned Checks		-4,337.10	
Purchase card expenses accrued to September		224,784.71	
Water bond interest payment		-10,342.50	
Bank corrections		-1,618.21	
Other checks cut (Library trustee, Youth forum, Police narc's)		-239.04	
Administration support fee		130.67	
<b>Total cash dispersed to outside sources</b>		<b>-6,414,307.74</b>	
<b>Net cash received by operations</b>		<b>-539,044.92</b>	
<b>Internal activity</b>			
Long-term investments sold			
City Portfolio			
Other disbursements			
Capital Gain/Loss			
Other Receipts			
Principal Accrued		11,353.23	
Long-term investment purchased			
<b>Net change in cash and long term investment</b>		<b>-527,691.69</b>	
<b>Fair Market Value Adjustments</b>			
City Long Term portfolio		-12,937.58	
<b>Net change in cash value and long term investment value</b>		<b>\$ (540,629.27)</b>	

**Operating result for October 2011**  
: Down \$540,629.27



**CITY OF POCATELLO**  
**STATEMENT OF CASH, CASH EQUIVALENTS AND INVESTMENTS BALANCES FOR TRUST FUNDS**  
**AS OF OCTOBER 31, 2011**

Cash in Bank	\$228,280.37
Cash held in Broker Accounts	303,660.45
<b>Total cash and cash equivalents</b>	<b>\$531,940.82</b>
<b>LONG TERM INVESTMENTS</b>	
Commercial Notes	\$328,003.17
Municipal Bonds	\$3,323,064.05
Other Agency Bonds	389,896.76
FNMA Mortgage Notes	2,468,014.80
FHLMC Mortgage Notes	1,078,943.54
GNMA Mortgage Pools	344,028.37
<b>Total Cash, Cash Equivalents and Long-Term Investments</b>	<b>\$8,463,891.51</b>

"All the Trust money we have": Down \$110,058.56 for the month

**Change in Cash and Equivalents For Trust Funds**  
**For October 2011**

<b>Cash Receipts</b>	
Return of Investment Capital	50,574.42
Interest	30,413.13
<i>from outside sources</i>	80,987.55
<b>Cash Disbursements</b>	
All checks issued	-64,587.76
L/T Investment Purchased	0.00
Postage	-10.56
Bank charges	-19.90
Software fees	0.00
Admin Support Fee	-130.67
<b>Total cash dispersed to outside sources</b>	<b>-64,748.89</b>
<b>Net cash received by operations</b>	<b>\$16,238.66</b>
<b>Internal activity</b>	
Long-term investments sold	
Police Retirement Portfolio	-\$50,574.42
Other disbursements	
Capital Gain/Loss	13,782.52
Other Receipts	
Principal Accrued	
Long-term investment purchased	0.00
<b>Net change in cash and long term investment</b>	<b>-\$20,553.24</b>
<b>Fair Market Value Adjustments (Unrealized)</b>	
Police Long Term portfolio	-89,505.32
<b>Net change in cash value and long term investment value</b>	<b>-\$110,058.56</b>

Trust operating result for October 2011: Down \$110,058.56

**TRUST FUND BALANCES - CHANGE**  
**October 31, 2011**

FUNDS	CASH	CASH	NET
	ENDING BALANCE	ENDING BALANCE	CHANGE IN CASH
	09/30/11	10/31/11	BY FUND
951 POLICE RETIREMENT TRUST	8,537,453.58	8,427,392.09	-\$110,061.49
953 AIRPORT BOND TRUST	16,565.91	16,567.24	1.33
961 SO. BAN. HWY. DEV. TRUST	19,930.58	19,932.18	1.60
<b>TOTALS</b>	<b>\$8,573,950.07</b>	<b>\$8,463,891.51</b>	<b>-\$110,058.56</b>

		CASH	CASH	NET
		ENDING	ENDING	CHANGE
	FUNDS	BALANCE	BALANCE	IN CASH
		09/30/11	10/31/11	BY FUND
001	<b>GENERAL FUND</b>	<b>3,633,251.74</b>	<b>2,437,325.50</b>	<b>-1,195,926.24</b>
002	LIABILITY INSURANCE FUND	645,793.93	357,868.97	-287,924.96
003	STREET FUND	792,602.48	956,395.56	163,793.08
004	RECREATION FUND	482,416.85	404,714.38	-77,702.47
005	CEMETERY FUND	133,149.80	115,423.17	-17,726.63
006	AIRPORT FUND	281,306.52	208,772.44	-72,534.08
007	LIBRARY FUND	551,128.23	423,638.02	-127,490.21
009	POC. REG. TRANSIT FUND	(12,201.88)	58,267.76	70,469.64
012	VIDEO SERVICES FUND	63,737.84	123,352.52	59,614.68
013	BUSINESS IMPROV. FUND	0.00	0.00	0.00
014	CHIEF THEATRE FUND	124,343.78	124,290.20	-53.58
016	EMERGENCY REPAIR FUND	78,079.78	85,661.45	7,581.67
017	STORMWATER ENVIRONMENTAL SCIENCE FUND	200,356.60	205,385.59	5,028.99
	<b>SUBTOTAL SPECIAL REVENUE FUNDS</b>	<b>3,340,713.93</b>	<b>3,063,770.06</b>	<b>-276,943.87</b>
030	SANITATION FUND	2,721,635.01	2,764,755.31	43,120.30
031	WATER FUND	2,096,612.75	2,831,440.91	734,828.16
032	WATER POLLUTION CONTROL	810,438.54	650,503.65	-159,934.89
035	AMBULANCE FUND	(110,520.37)	(126,153.19)	-15,632.82
	<b>SUBTOTAL ENTERPRISE FUNDS</b>	<b>5,518,165.93</b>	<b>6,120,546.68</b>	<b>602,380.75</b>
050	INFORMATION SYSTEMS FUND	233,026.85	235,343.48	2,316.63
052	UTILITY BILLING FUND	642,482.09	633,264.09	-9,218.00
053	MEDICAL INSURANCE FUND	866,885.56	867,925.67	1,040.11
054	PUBLIC WORKS DIRECTOR	152,143.90	152,190.11	46.21
055	FUEL FUND	55,847.22	114,718.27	58,871.05
056	WORKERS INSURANCE FUND	537,496.72	571,089.91	33,593.19
	<b>SUBTOTAL INTERNAL SERVICE FUNDS</b>	<b>2,487,882.34</b>	<b>2,574,531.53</b>	<b>86,649.19</b>
059	DEBT SERVICE FUND GOV	(0.00)	202.35	202.35
060	DEBT SERVICE FUND WPC	1,229,085.34	1,229,023.43	-61.91
061	DEBT SERVICE FUND WATER	960,247.82	960,382.33	134.51
	<b>SUBTOTAL DEBT SERVICE FUNDS</b>	<b>2,189,333.16</b>	<b>2,189,608.11</b>	<b>274.95</b>
070	FEDERAL AID PROJECTS	(299,792.59)	24,914.35	324,706.94
071	STREET SPECIAL PROJECTS	0.00	(60,000.00)	-60,000.00
072	AIRPORT CONSTRUCTION	57,670.94	40,335.39	-17,335.55
073	WATER CONSTRUCTION	5,943,441.61	5,669,366.98	-274,074.63
074	WPC CAPITAL PROJECTS	0.00	0.00	0.00
075	FIRE APPARATUS CAPITAL	0.00	6,001.67	6,001.67
076	BUILDING RENOVATION	0.00	8,333.33	8,333.33
077	STREET EQUIPMENT CAPITAL	0.00	0.00	0.00
078	CAPITAL ACQUISITION FUND	33,734.00	34,984.00	1,250.00
	<b>SUBTOTAL CAPITAL PROJECT FUNDS</b>	<b>5,735,053.96</b>	<b>5,723,935.72</b>	<b>-11,118.24</b>
080	FORECLOSURE STABILIZATION	(31,980.07)	(31,681.97)	298.10
081	CDR-CDBG ENTITLEMENT FUND	(69,028.44)	(106,619.01)	-37,590.57
082	ENERGY BLOCK GRANT	(91,934.21)	(91,934.21)	0.00
088	POLICE GRANT FUNDS	24,474.29	26,860.12	2,385.83
	<b>SUBTOTAL GRANT REVENUE FUNDS</b>	<b>(168,468.43)</b>	<b>-203,375.07</b>	<b>-34,906.64</b>
951	POLICE RETIREMENT TRUST	8,537,453.58	8,427,392.09	-110,061.49
952	RETIREMENT PAYOUT TRUST	354,447.60	357,344.18	2,896.58
953	AIRPORT BOND TRUST	16,565.91	16,567.24	1.33
954	EIDC REVOLV. LOAN TRUST	127,742.73	127,703.23	-39.50
955	CDR LOAN TRUST	147,905.07	319,441.44	171,536.37
957	ZOO ANIMAL TRUST	78,485.67	79,905.47	1,419.80
958	WATER ACQUISITION TRUST	102,565.43	102,565.43	0.00
959	SIDEWALK REVOL. LOAN TRUST	21,583.79	21,334.87	-248.92
960	STANDROD TRUST	107,216.34	207,219.29	100,002.95
961	SO. BAN. HWY. DEV. TRUST	19,930.58	19,932.18	1.60
962	FACADE LOAN TRUST	78,389.28	78,799.21	409.93
963	PARKS AND RECREATION DEVELOPMENT TRUST	2,943.43	2,943.43	0.00
964	PROPERTY ABATEMENT FUND	73,895.52	73,640.10	-255.42
	<b>SUBTOTAL TRUST AND RESTRICTED FUNDS</b>	<b>9,669,124.93</b>	<b>9,834,788.16</b>	<b>165,663.23</b>
970	SEIZED FUNDS AGENCY	31,382.63	42,369.80	10,987.17
971	UNCLAIMED PROPERTY AGENCY	0.00	0.00	0.00
973	STATE SALES TAX AGENCY	3.98	27.66	23.68
974	COBRA INS. AGENCY	6,605.21	8,833.40	2,228.19
	<b>SUBTOTAL AGENCY FUNDS</b>	<b>37,991.82</b>	<b>51,230.86</b>	<b>13,239.04</b>
	<b>TOTAL ALL FUND TYPES</b>	<b>32,443,049.38</b>	<b>31,792,361.55</b>	<b>-650,687.83</b>

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

**City Operating result** for October 2011 was a loss of \$540,629.27.

**City Revenues:** October was an above average month for revenues (\$5.9m vs \$4.8m last year). The City received the following quarterly payments: Idaho Power Franchise Fee \$88,005.95 (last year \$87,762.05, an increase of .2%), State Highway User Revenue \$446,838.51 (last year \$467,697.91 a decrease of 4%), State Revenue Sharing \$469,566.03 (last year \$431,866.30 an increase of 8%) and our Liquor distribution \$109,267.00 compared to last years \$106,002.00. We received Idaho DOT Grants of \$470,017.00, Airport Grant of \$53,180.00, Cable Franchise Fees of 84,102.79, Intermountain Gas Franchise Fees of \$28,166.32 vs last years 29,719.83 and Transit Grant of \$259,491.00.

**City Expenses:** Expenses were as expected for October. We had \$6.4 million in expense, (vs. \$8.4 million in 2010, October 2010 being a three pay month) and \$5.9 million in revenue such that at month's end, the city is down \$540,629.27 (city funds).

**City Investment Posture:** At month end, City funds were 60% in cash or short-term investments and 40% in long term investments. \$8,756,124.99 of all assets (27.5%) were in one of the two State of Idaho investment pools, \$10,048,555.90 (32%) is invested in three moneymarket funds and \$2,585,842.50 (8.11%) were in CD's. Key investment rates:

Investments	Rate	Change vs. last month
State Investment Pool Short Term:	0.28%	unchanged
State Investment Pool Long Term:	3.01%	unchanged
Wells Fargo Sweep account:	0.05%	unchanged
Wells Fargo Money Market:	0.30%	unchanged
Key Bank Money Market:	0.24%	unchanged

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

**Trust Operating Result** for October is a loss of \$110,058.56. We issued \$64,587.76 in benefits. Interest earnings of \$30,412.56 and return of capital of \$50,574.42 not enough to cover expenses and market value losses of \$89,505.32. Overall, the trusts funds have 6% of their investments in cash or cash equivalents and 96% are in longer term investments.

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

All the money we have:	\$ 31,792,361.55
Less the stuff we really shouldn't touch:	
Sanitation Enterprise	2,764,755.31
Water Enterprise	9,461,190.22
WPC Enterprise	1,879,527.08
Medical Reserve	867,925.67
Workers Comp. Reserve	571,089.91
Trust Funds	<u>8,463,891.51</u>
Result:	\$ 7,783,981.85

This positive number, hence no internal borrowing this month. It is \$2,244,574.34 more than one year ago. The total amount of cash, cash equivalents, and long term investments is \$732,190.52 more than one year ago.

**Outlook:** November will be an average month for revenues. We expect expenses to be average.

**Overall:** October's performance was satisfactory.

Respectfully,

David Swindell, Chief Financial Officer

970	SEIZED FUNDS AGENCY	31,382.63	42,369.80	10,987.17
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Wells Fargo Money Market:	0.30%	unchanged
Key Bank Money Market:	0.24%	unchanged

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