

City or Town of Cambridge

RETURN TO: Bureau of Accounts  
Department of Revenue  
P. O. Box 7015  
Boston, Mass. 02204

or Regional School District \_\_\_\_\_

QUARTERLY REPORT OF RECONCILIATION OF TREASURER'S CASH

Period Ending June 30, 1981

**PART I:**

Cash and checks in office \_\_\_\_\_ \$ 500.00

BANK ACCOUNTS - NON INTEREST BEARING:

| <u>BANK</u>                                | <u>BALANCE PER<br/>CHECK REGISTER*</u> |                     |
|--|--|---------------------|
| <u>Harvard Trust Control Ck.</u>           | <u>\$ 224,489.52</u>                   |                     |
| <u>Harvard Trust EMHRDA</u>                | <u>330,835.16</u>                      |                     |
| <u>Harvard Trust Fed. Rev. Sh.</u>         | <u>300.00</u>                          |                     |
| <u>Harvard Trust Fire Detail</u>           | <u>132.30</u>                          |                     |
| <u>Harvard Trust Police Detail</u>         | <u>28,123.50</u>                       |                     |
| <u>Harvard Trust Council on Aging</u>      | <u>16,698.00</u>                       |                     |
| <u>Harvard Trust Stop-Payment</u>          | <u>.97</u>                             |                     |
| <u>Harvard Trust Manual Vendor</u>         | <u>6.00</u>                            |                     |
| Total Bank Accounts - Non Interest Bearing |  | <u>\$993,185.76</u> |

BANK ACCOUNTS - INTEREST BEARING:

| <u>BANK</u>                             | <u>BALANCE PER<br/>SAVINGS BOOK &amp;<br/>CHECK REGISTER*</u> |                       |
|---|---|-----------------------|
| <u>Harvard Trust Control Sav.</u>       | <u>\$ 246,356.24</u>  |                       |
| <u>Harvard Trust Quarterly Sav.</u>     | <u>72,487.93</u>  |                       |
| <u>Harvard Trust P/R Tailings</u>       | <u>69,898.93</u>  |                       |
| <u>Harvard Trust Fed. Rev. Sh.</u>      | <u>928.40</u>   |                       |
| <u>Harvard Trust Fire Detail</u>        | <u>441.75</u>   |                       |
| <u>Harvard Trust Police Detail</u>      | <u>271,193.61</u>   |                       |
| Total Bank Accounts - Interest Bearing: |   | <u>\$5,128,136.30</u> |

**INVESTMENTS:**

|                         |                     |                       |
|-------------------------|---------------------|-----------------------|
| Certificates of Deposit | \$ _____            |                       |
| U. S. Treasury Bills    | _____               |                       |
| Repurchase Agreements   | _____               |                       |
| Pooled Investment       | <u>7,880,325.60</u> |                       |
| Other                   | _____               |                       |
| Total Investments       |                     | <u>\$7,880,325.60</u> |

**OTHER CASH ITEMS:**

|                          |          |          |
|--------------------------|----------|----------|
| _____                    | \$ _____ |          |
| _____                    | _____    |          |
| Total - Other Cash Items |          | \$ _____ |

GRAND TOTAL - ALL CASH AND INVESTMENTS \$14,002,147.66

|             |          |      |
|-------------|----------|------|
|             | Initials | Date |
| Prepared By |          |      |
| Approved By |          |      |

Suppl.

|  | 1            | 2 |
|--|--------------|---|
| <u>Bank Accounts - Non Interest Bearing (Cont'd)</u> |              |   |
| Boston Safe Deposit & Trust                          | 3,361.11     |   |
| Capitol Bank & Trust                                 | 4,761.39     |   |
| Century Bank & Trust                                 | 1,318.30     |   |
| Century Bank & Trust                                 | 434.58       |   |
| Charlesbank Trust Reg                                | 1,753.28     |   |
| Charlesbank Trust Hospital                           | 219,303.28   |   |
| Charlesbank Trust Traffic & Pk.                      | 138,364.98   |   |
| Coolidge Bank & Trust                                | 650.84       |   |
| Essex  | 100.00       |   |
| First National Bank                                  | 1,066.46     |   |
| Guaranty First                                       | 2,500.00     |   |
| Harbor National                                      | 1,027.40     |   |
| Middlesex County                                     | 1,053.55     |   |
| New England Merchants                                | 1,480.47     |   |
| Shawmut  | 416.58       |   |
| Shawmut County                                       | 1,919.03     |   |
| Shawmut County Escrow 312                            | 8,192.41     |   |
| State Street   | 1,255.21     |   |
| United States Trust                                  | 1,777.00     |   |
| University Bank & Trust                              | 1,864.44     |   |
| <u>Bank Accounts - Interest Bearing (Cont'd)</u>     |              |   |
| Harvard Trust Manual Vendor                          | 39,013.85    |   |
| Boston Safe Deposit & Trust                          | 1,026,620.88 |   |
| Cambridge Trust                                      | 9,537.01     |   |
| Capitol Bank & Trust                                 | 3,363.14     |   |
| Century Bank & Trust                                 | 252,793.09   |   |
| Century Bank & Trust                                 | 10,169.11    |   |
| Essex  | 563.43       |   |
| First National Bank                                  | 2,687,384.24 |   |
| Guaranty First                                       | 2,912.42     |   |
| Harbor National                                      | 5,914.84     |   |
| Middlesex County                                     | 6,229.53     |   |
| New England Merchants                                | 33,435.72    |   |
| Shawmut Bank   | 72,831.66    |   |
| Shawmut County                                       | 8,330.43     |   |
| State Street   | 5,192.82     |   |
| United States Trust                                  | 3,146.36     |   |
| U.S. Trust   | 1,095.94     |   |
| East Camb.   | 150,702.29   |   |
| Camb. Port C.U.                                      | 65,342.23    |   |
| Cambridgeport Sav. - Perpetual Care                  | 2,841.93     |   |
| Cambridgeport Sav. - Plant & Garden                  | 14,129.45    |   |
| Cambridge Sav. - Unified Trust                       | 15,278.96    |   |

How much of the "Total Cash and Investments" amount at the bottom of Page 1

is:

|                   |                         |
|-------------------|-------------------------|
| a) Investible     | \$ <u>13,008,461.90</u> |
| b) Non-investible | <u>993,185.76</u>       |

Reason for (b): Small balances various checking accounts.  
Uncollected funds at end of month in the  
Hospital account; Compensation balances in  
Traffic and Parking Account; Federal Regulations  
required EMURDA to be in non-interest checking  
account, when this account was opened.

I hereby certify that the bank statements for the accounts set forth in the foregoing schedule have been reconciled through the date of this report, that the cash on hand and other items were verified by actual count, and that I have transmitted this form to the accounting officer for his certification of PART II.

AUG 28 1981  
1980

William H. O'Leary  
cont. Treasurer

\* Attach a supplemental schedule, if more space is required

PART II:

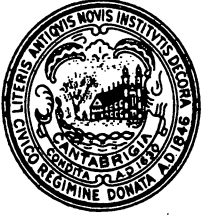
The City's general ledger, arranged by fund, is updated annually with information from two automated systems, one for expenditures, expenses and other disbursements and another for revenues and receipts. On a monthly basis, the data in each of these systems are reconciled to the City Treasurer cash ledger. Following this course of action throughout the remainder of the fiscal year, the general ledger control accounts should reconcile to the Treasurer's reconciled balances. We will certify that statement for the quarter ending June 30, 1981.

AUG 28 1981

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E. J. Affolter

If the Accounting Officer does not sign Part II of this report, it will be considered as a non-reconciliation of treasurer's cash; therefore Part III must be completed.



# CITY OF CAMBRIDGE

CAMBRIDGE, MASSACHUSETTS 02139  
Tel. 498-9011

EXECUTIVE DEPARTMENT  
ROBERT W. HEALY  
City Manager

September 14, 1981

To the Honorable, the City Council:

As requested in City Council Order No. 10 of June 2, 1980,  
enclosed is the 6-30-81 Quarterly Report of Reconciliation of  
Treasurer's Cash.

Very truly yours,

Robert W. Healy  
City Manager

RWH/mbf  
Enc.

Agenda # 10

F-275

Quarterly Report of Reconciliation of Treasurers  
Cash for 6-30-81.

In City Council,

September 14, 1981

9/14/81

Placed

on

File -