CITY OF CAMBRIDGE

INTEROFFICE CORRESPONDENCE

To James L. Sullivan, City Manager

Date February 13, 1981

From George E. O'Brien, Assistant City Manager/Fiscal Affairs GEO

Reference Council Order # 10 of 6-2-80

Subject Quarterly Report.

I am pleased to submit the 12-31-80 Quarterly Report of Reconciliation of Treasurer's Cash.

Please notice that of the total cash and Investments at 12-31-80 $24,046,640.31 was interest-bearing. Some $21 million of this was in the 16% - 22% per annum range.

Attachments (25)

FA021311

City or Town of Cambridge

or Regional School District ________

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

QUARTERLY REPORT OF RECONCILIATION OF TREASURER'S CASH

Period Ending December 31, 1980

PART I:

Cash and checks in office $ 500.00

BANK ACCOUNTS - NON INTEREST BEARING:

BANK	BALANCE PER CHECK REGISTER*
Harvard Trust Control Ck.	$ 78,471.80
Harvard Trust EMHRDA	223,008.91
Harvard Trust Rev. Sharing	300.00
Harvard Trust Police Detail	133,472.38
Harvard Trust Council on Aging	9,110.00
Harvard Trust Stop-Payment	.97
Harvard Trust Manual Vendor	6.00
Harvard Trust Fire Detail	2,772.00

Total Bank Accounts - Non Interest Bearing $ 1,662,652.87 Total of Page 1 and Attached Suppl. Sheet.

BANK ACCOUNTS - INTEREST BEARING:

BANK	BALANCE PER SAVINGS BOOK & CHECK REGISTER*
Harvard Trust Control Sav.	$ 713,062.21
Harvard Trust Quartely Sav.	69,659.39
Harvard Trust P/R Tailings Sav.	58,386.12
Harvard Trust Rev. Sharing	1,901.50
Harvard Trust Police Detail	6,525.57
Harvard Trust Manual Vendor	5,000.00

Total Bank Accounts - Interest Bearing: $ 3,496,468.54 Total of Page 1 and Attached Suppl. Sheet

INVESTMENTS:

Certificates of Deposit	$ 17,365,257.64
U. S. Treasury Bills	
Repurchase Agreements	
Pooled Investment (Mass. Mun. Dep.)	3,184,914.13
Other	

Total Investments $20,550,171.77

OTHER CASH ITEMS:

	$

Total - Other Cash Items $ ________

GRAND TOTAL - ALL CASH AND INVESTMENTS $ 25,709,793.18

	Initials	Date
Prepared By		
Approved By		

	1
Bank Accounts - Non Interest Bearing (Cont'd.)	
Boston Safe Ck.	66,062.49
Capitol Bank & Trust	4,761.39
Century Ck.	1,057.88
Charlesbank Trust	5,314.80
Charlesbank Hospital	86,085.46
Charlesbank Traffic & Pk.	221,653.60
Coolidge Bank & Trust	7,150.84
Essex Bank	
First Nat'l Ck.	1,060.42
Guaranty First	502,500.00
Harbor Nat'l Ck.	1,022.43
Middlesex County Ck.	1,053.55
N.E. Merchants Nat'l	1,144.64
Shawmut Bank Ck.	416.58
Shawmut County Ck.	251,919.03
Shawmut County Escrow 312	59,308.93
State Street Bank & Trust	1,357.33
United States Trust	1,777.00
University Bank & Trust	1,864.44
Bank Accounts - Interest Bearing (Cont'd.)	
Boston Safe Sav.	107,655.11
Cambridge Trust	136,367.82
Capital Bank & Trust	1,823.76
Century Sav.	898,659.75
First Nat'l Sav.	27,308.55
Guaranty First	2,906.58
Harbor Nat'l Sav.	2,502.77
Middlesex County Sav.	6,039.98
N.E. Merchants Nat'l Sav.	6,569.99
Shawmut Bank Sav.	1,001,756.58
Shawmut County Sav.	4,835.37
State Street Bank & Trust	1,610.32
United States Trust	1,988.43
East Camb. Sav.	154,266.45
Camb. Port. C.U.	67,029.65
Cambridgeport Sav. Perpetual	196,038.76
Cambridgeport Sav. Plant & Garden	12,521.82
Cambridge Sav. - Unified Trust	12,052.06

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

is:

a) Investible $ 24,046,640.31

b) Non-investible 1,662,652.87

Reason for (b): $500,000 in Guaranty First and $250,000 in Shawmut County was held as a hedge against any land taking payments. Other balances are uncollected funds or compensating balances.

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.

Feb 13 1981

G. O'Brien
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.

Feb 19 1981

Arthur F. [illegible]

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.

5.

CITY OF CAMBRIDGE

CAMBRIDGE, MASSACHUSETTS 02139
Tel. 498-9011

EXECUTIVE DEPARTMENT
JAMES L. SULLIVAN
City Manager

February 23, 1981

To the Honorable, the City Council:

With respect to City Council Order No. 10 of June 2, 1980, enclosed please find a copy of the 12-31-80 Quarterly Report of Reconciliation of Treasurer's Cash.

Very truly yours,

James L. Sullivan
City Manager

JLS/mbf
Enc.

Agenda # 5 S- 118

Copy of the 12/31/80 Quarterly Report of
Reconciliation of Treasurer's Cash.

In City Council,

Feb. 23, 1981

2/23/1981

Placed on File