



**CITY OF CAMBRIDGE**  
**INTEROFFICE CORRESPONDENCE**

**To** James L. Sullivan, City Manager

**Date** May 15, 1981

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

**Reference** Council Order #10  
of 6-2-80.

**Subject** Quarterly Report.

A handwritten signature in black ink, appearing to be "GEOB", written over the subject line.

I am pleased to submit the 3-31-81 Quarterly Report of Reconciliation of Treasurer's Cash.

Please note that of the total cash and Investments at 3-31-81, \$15,972,971.27 was interest-bearing. Some \$13 million of this was in the 13% - 16.125% per annum range.

Attachments (25)

FA051505

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 March 31, 1980

PART I:

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

BANK ACCOUNTS - NON INTEREST BEARING:

<u>BANK</u>	<u>BALANCE PER CHECK REGISTER*</u>	
<u>Harvard Trust Control Ck.</u>	<u>\$ (14,327.53)</u>	
<u>Harvard Trust EMHRDA</u>	<u>(31,271.91)</u>	
<u>Harvard Trust Fed. Rev. Sharing</u>	<u>300.00</u>	
<u>Harvard Trust Fire Detail</u>	<u>53.10</u>	
<u>Harvard Trust Police Detail</u>	<u>150,174.88</u>	
<u>Harvard Trust Council on Aging</u>	<u>12,578.00</u>	
<u>Harvard Trust Stop-Payment</u>	<u>.97</u>	
<u>Harvard Trust Manual Vendor</u>	<u>(980.15)</u>	
Total Bank Accounts - Non Interest Bearing		<u>\$ 561,531.69</u>

BANK ACCOUNTS - INTEREST BEARING:

<u>BANK</u>	<u>BALANCE PER SAVINGS BOOK &amp; CHECK REGISTER*</u>	
<u>Harvard Trust Control Sav.</u>	<u>\$ 915,194.84</u>	
<u>Harvard Trust Quarterly Sav.</u>	<u>70,600.05</u>	
<u>Harvard Trust P/R TAILINGS</u>	<u>58,386.12</u>	
<u>Harvard Trust Fed. Rev. Sharing</u>	<u>2,199.07</u>	
<u>Harvard Trust Fire Detail</u>	<u>433.96</u>	
<u>Harvard Trust Police Detail</u>	<u>6,611.76</u>	
Total Bank Accounts - Interest Bearing:		<u>\$ 3,166,685.37</u>

INVESTMENTS:

<u>Certificates of Deposit</u>	<u>\$ 2,893,708.38</u>	
<u>U. S. Treasury Bills</u>	_____	
<u>Repurchase Agreements</u>	_____	
<u>Pooled Investment</u>	<u>9,912,577.52</u>	
<u>Other</u>	_____	
Total Investments		<u>\$ 12,806,285.90</u>

OTHER CASH ITEMS:

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

GRAND TOTAL - ALL CASH AND INVESTMENTS \$ 16,535,002.96

	Initials	Date
Prepared By		
Approved By		

Bank Accounts - Non Interest Bearing (Cont'd)

Boston Safe Deposit & Trust	6,290.49
Capitol Bank & Trust	4,761.39
Century Bank & Trust	1,057.88
Charlesbank Trust - Reg	2,010.92
Charlesbank Trust - Hospital	202,809.37
Charlesbank Trust - Traffic	175,423.73
Coolidge Bank & Trust	7,150.84
First National Bank	1,066.46
Guaranty First	2,500.00
Harbor National	1,022.43
Middlesex County	1,053.65
New England Merchants Nat'l	1,480.27
Shawmut Bank	416.68
Shawmut County Bank	1,979.03
Shawmut County - Escrow 312	31,042.42
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)

Harvard Trust Manual Vendor	5,000.00
Boston Safe Deposit & Trust	106,271.95
Cambridge Trust	31,309.08
Capitol Bank & Trust	2,176.19
Century Bank & Trust	198,366.84
Essex Bank	100,131.24
First National Bank	87,068.07
Guaranty First	43,387.90
Harbor National	170,378.05
Middlesex County	6,119.75
New England Merchants Nat'l	23,017.67
Shawmut Bank	69,719.53
Shawmut County Bank	505,618.07
State Street Bank & Trust	502,350.95
United States Trust	2,601.81
U.S. Trust	647.26
East Camb. Savings	156,402.25
Camb. Port. C.U.	68,042.65
Cambridgeport Sav. - Perpetual Care	6,971.29
Cambridgeport Sav. - Plant & Garden	13,868.65
Cambridge Sav. - Unified Trust	13,750.87

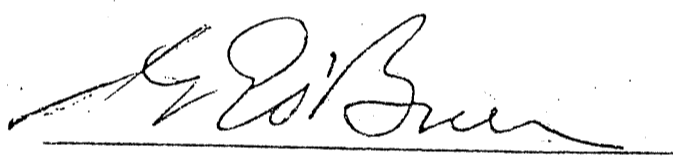
How much of the "Total Cash and Investments" amount at the bottom of Page 1 is:

a) Investible	\$ <u>16,073,471.27</u>
b) Non-investible	<u>461,531.69</u>

Reason for (b): Small balances various checking accounts.  
Uncollected funds at end of the month in the  
Hospital account; Compensating balances in  
Traffic and Parking Account.

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.

May 13 1981

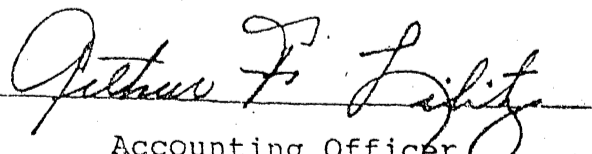
  
 Treasurer

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

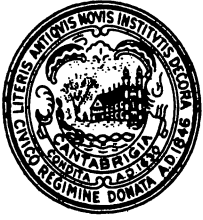
PART II:

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 will reconcile to the Treasurer's reconciled balances.

May 13 1981

  
 Accounting Officer

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

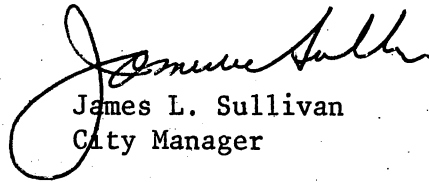
EXECUTIVE DEPARTMENT  
JAMES L. SULLIVAN  
City Manager

May 18, 1981

To the Honorable, the City Council:

As requested in City Council Order No. 10 of June 2, 1980,  
enclosed is a copy of the March 31, 1981 Quarterly Report of Recon-  
ciliation of Treasurer's Cash.

Very truly yours,

  
James L. Sullivan  
City Manager

JLS/mbf  
Enc.

Agenda # 8 F-169

Quarterly report of Reconciliation of Treasurer's  
Cash.

In City Council,

May 18, 1981

*Placed on  
File*