

# ***City of South Bend Board of Finance***

## ***Annual Investment Report For the Year Ended December 31, 2016***

***Report Date:***                    ***January 23, 2017***

***Report Distribution:*** ***Mayor***  
***Chief of Staff***  
***Deputy Chief of Staff***  
***City Clerk***  
***South Bend Common Council***  
***Members Common Council Attorney***  
***Corporation Counsel***  
***State Board of Accounts (local office)***

***Submitted By:***                    ***Department of Administration & Finance***

**CITY OF SOUTH BEND  
BOARD OF FINANCE**

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CITY OF SOUTH BEND  
BOARD OF FINANCE

INVESTMENT OFFICERS

John H. Murphy, City Controller

Jennifer C. Hockenull, Deputy City Controller

Rahman M. Johnson, Director of Treasury

INVESTMENT ADVISORS (1<sup>ST</sup> SOURCE BANK)

Paul W. Gifford, Jr., CFA

Chief Investment Officer

Erik Clapsaddle, CFA, CFP

Vice President, Fixed Income Portfolio Manager

Andrea Soule

Trust Officer

AUTHORIZED INVESTMENT AMOUNT

Maximum of \$185 million with 1<sup>st</sup> Source Bank

(Increase by \$10 million as of January 31, 2017)

CITY OF SOUTH BEND  
BOARD OF FINANCE

INVESTMENT REVIEW MEETINGS

<u>QUARTER</u>	<u>DATE</u>	<u>TIME</u>
1 <sup>ST</sup> Quarter	4/19/17	10:00 A.M.
2 <sup>ND</sup> Quarter	7/19/17	10:00 A.M.
3 <sup>RD</sup> Quarter	10/18/17	10:00 A.M.
4 <sup>TH</sup> Quarter	1/17/18	10:00 A.M.

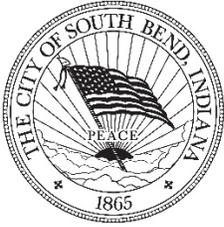
Investment Review Meetings will be held at:

1<sup>st</sup> Source Bank

100 North Michigan Street, 5<sup>th</sup> Floor

South Bend, IN 46601

# City of South Bend Administration & Finance Policy Manual



## 2.8 Investment Policy

**Effective: January 1, 2017**

**Purpose:** This policy defines the cash investment policy of the City of South Bend.

**Scope:** This statement applies to all governmental units, enterprise operations, and operations of the City of South Bend. This policy shall be in accordance with the terms and limitations of I.C. 5-13-9, Deposit and Investment Powers, as amended from time to time.

**Responsibility:** This policy is the responsibility of the Board of Finance of the City of South Bend. Changes or revisions to this policy are affected only with the consent and approval of the Board of Finance.

**Effective Date:** This policy is effective upon approval and execution of the Board of Finance. The Board of Finance will review this policy on an annual basis coincident with the Annual Meeting of the Board of Finance, held after the 1<sup>st</sup> Monday in January and before January 31<sup>st</sup>.

### 1.0 Policy Statement

The City of South Bend, Indiana shall make all investments, in both Deposit and Investment Accounts, in accordance with the terms and limitations of IC 5-13-9, Deposit and Investment Powers, as amended from time to time.

### 2.0 Deposit and Investment Options

Eligible deposit accounts mean any of the following:

1. Any account subject to withdrawal by negotiable orders of withdrawal, unlimited as to amount or number, and without penalty, including NOW accounts
2. Passbook savings accounts
3. Certificates of Deposit
4. Money market deposit accounts
5. Any interest-bearing account that is authorized and offered by a financial institution in the course of its respective business

**City of South Bend Administration & Finance Policy Manual**

**3.0 Eligible Investment Products:**

Each investment officer may invest or reinvest any funds that are held by the officer and available for investment in any of the following (IC 5-13-9):

3.1 Securities backed by the full faith and credit of the United States Treasury or fully guaranteed by the United States and issued by any of the following:

- 1. The United States Treasury
- 2. A federal agency
- 3. A federal instrumentality
- 4. A federal government sponsored enterprise

3.2 Discount notes issued by any of the following:

- 1. A federal agency
- 2. A federal instrumentality
- 3. A federal government sponsored enterprise

3.3 An investment officer shall annually obtain the approval of the Common Council before making investments in the following:

1. Money market mutual funds that are in the form of securities of or interests in an open-end, no-load, management-type investment company or investment trust registered under the provisions of the federal Investment Company Act of 1940, as amended. The portfolio of this type must be limited to the following:

- A. Direct obligations of the United States
- B. Obligations issued by any of the following:
  - a. A federal agency
  - b. A federal instrumentality
  - c. A federal government sponsored enterprise
- C. Repurchase agreements fully collateralized by obligations described in both A and B above.

2. The money market mutual fund must be rated as one of the following:

- A. AAAM, or its equivalent, by Standard and Poor's Corporation
- B. Aaa, or its equivalent, by Moody's Investors Service, Inc.

3.4 The investment is considered to have a stated final maturity of one day, and shall be made through depositories designated by the state board of finance as depositories for state deposits under IC 5-13-9.5.

**City of South Bend Administration & Finance Policy Manual**

**4.0 Terms of Repurchase Agreements**

Each investment officer may enter into, with any funds that are held by the officer and available for investment, repurchase agreements with depositories designated by the State Board of Finance as depositories under IC 5-13-9.5; and involving the political subdivision's purchase and guaranteed resale of any interest-bearing obligations;

- A. issued; or
- B. fully insured or guaranteed by the United States, a United States Government Agency, an instrumentality of the United States, or a federal government sponsored enterprise.

The depository shall determine daily that the amount of money in this type of agreement must be fully collateralized by interest-bearing obligations as determined by their current market value. The collateral is not subject to the two-year maturity limitation.

Repurchase agreements may be entered into for a fixed term or arranged on an open or continuing basis as a continuing contract that:

- 1. operates like a series of overnight repurchase agreements (may be referred to as overnight sweep products),
- 2. is renewed each day with the repurchase rate and the amount of funds invested determined daily; and
- 3. for this purpose is considered to have a final maturity of one day.

**5.0 Investment in Other Securities**

Each investing officer may invest or reinvest in obligations issued, assumed or guaranteed by the International Bank for Reconstruction and Redevelopment or the African Development Bank (IC 5-13-9.3.3)

**6.0 Inter-local Cooperation Agreement**

IC 36-1-7-1 authorizes and permits local units of government to enter into inter-local cooperation agreements, and thus to exercise a power jointly pursuant to a written agreement authorized by ordinance or resolution. MBIA provides through Invest Indiana, such an inter-local agreement. The investments of the joint structure are limited to all investments authorized by IC 5-13.

**7.0 Maturity Limitations**

- 1. A minimum of 75% of the total portfolio must be invested with a maximum maturity of two (2) years in permitted investments as defined as above.
- 2. A maximum of 25% of the total portfolio may be invested with a maturity of two (2) to five (5) years as permitted in IC 5-13-9-5.7 in permitted investments as defined as above. This policy expires on January 31, 2021.

Investment Presentation for

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**City of South Bend Corporate Agency**

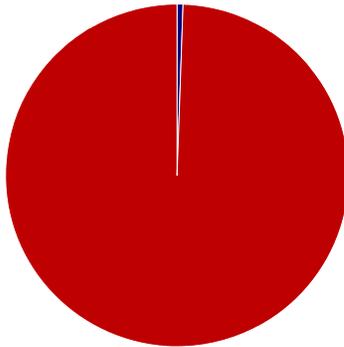


## Account Summary as of 1/3/2017

City of South Bend Corporate Agency

### Asset Allocation

Asset Category	Market Value	% Total
Cash	1,211,593.28	0.7
Fixed Income	173,762,071.55	99.3
<b>Total</b>	<b>\$174,973,664.83</b>	<b>100.0%</b>



### Account Statistics

Total Market Value	\$174,973,664.83
Total Unrealized Gain/Loss	\$2,660.94
Estimated Annual Income	\$1,805,962.73
Estimated Portfolio Yield	1.00%
YTD Long Term Gain/Loss	\$0.00
YTD Short Term Gain/Loss	\$0.00
Policy Account	Income
Minor Account Type	AGENCY
Investment Officer	PAUL GIFFORD
Administrative Officer	ANDREA SOULE

### Top 5 Holdings (Cash Excluded)

Asset	Units	Price	Tax Cost	Market Value	Gain/Loss	Est. Income	Yield	% Total
FHLMC MTN 1.000% 5/11/18	10,000,000	99.78	10,000,000.00	9,992,088.89	-7,911.11	100,000.00	1.00	5.71
Key Bank NA CD 1.150% 10/02/17	8,000,000	100.22	8,000,000.00	8,041,361.10	41,361.10	92,000.00	1.10	4.60
Wells Farg Bk CD V-A 1.000% 4/16/19	7,000,000	100.35	7,000,000.00	7,038,987.12	38,987.12	70,000.00	1.00	4.02
Key Bank NA CD 0.800% 4/10/17	7,000,000	100.08	7,000,000.00	7,018,781.10	18,781.10	56,000.00	0.80	4.01
Lake City Bank CD 1.13% 6/19/17	6,067,986	100.00	6,067,985.74	6,104,805.94	36,820.20	68,568.24	1.10	3.49
<b>Total</b>			<b>\$38,067,985.74</b>	<b>\$38,196,024.15</b>	<b>\$128,038.41</b>	<b>\$386,568.24</b>	<b>1.00%</b>	<b>21.83%</b>

Market values include accruals.

January 2, 2017



## Holdings Detail as of 1/3/2017

City of South Bend Corporate Agency

Asset	CUSIP	Quantity	Tax Cost	Market Value	Gain/Loss	Est. Income	Yield
<b>Cash</b>							
<b>Taxable Money Market Funds</b>							
Federated Treasury Obliga-ss	60934N872	1,211,583	1,211,582.54	1,211,593.28	10.74	202.33	0.02%
<b>Total Cash</b>			<b>\$1,211,582.54</b>	<b>\$1,211,593.28</b>	<b>\$10.74</b>	<b>\$202.33</b>	<b>0.02%</b>
<b>Fixed Income</b>							
<b>Time Deposits</b>							
Access Natl Bank CD 1.000% 6/07/17	00432KDL4	250,000	250,000.00	251,311.85	1,311.85	2,500.00	0.99%
Ally Bank UT CD 1.200% 9/11/17	02006LTT0	250,000	250,000.00	251,486.27	1,486.27	3,000.00	1.19%
Amer Expr Centur CD 0.900% 5/01/17	02587DXL7	250,000	250,000.00	250,575.86	575.86	2,250.00	0.90%
Bank of NC CD 0.850% 3/30/17	06414QVR7	250,000	250,000.00	250,149.14	149.14	2,125.00	0.85%
Bar Harbor Bk&tr CD 1.050% 6/29/18	066851UQ7	250,000	250,000.00	249,489.38	-510.62	2,625.00	1.05%
Bmo Harris Bank CD 0.900% 3/23/17	05573J4Q4	1,000,000	1,000,000.00	1,003,085.75	3,085.75	9,000.00	0.90%
Bmo Harris Bk CD 1.050% 2/22/18	05581WDJ1	5,000,000	5,000,000.00	5,028,136.30	28,136.30	52,500.00	1.04%
Bmo Harris Bk CD 1.100% 9/29/17	05573J4X9	1,000,000	1,000,000.00	1,005,012.74	5,012.74	11,000.00	1.09%
Bmo Harris Bk NA CD 1.050% 3/29/18	05581WEQ4	5,000,000	5,000,000.00	5,014,626.71	14,626.71	52,500.00	1.05%
Bmo Harris Bk NA CD 1.050% 6/08/18	05581WGR0	1,947,000	1,947,000.00	1,944,260.33	-2,739.67	20,443.50	1.05%
Bmo Harris Bk NA CD 1.050% 6/22/18	05581WHF5	3,000,000	3,000,000.00	2,993,936.71	-6,063.29	31,500.00	1.05%
BMW Bank of NA CD 1.000% 6/18/18	05580AEU4	250,000	250,000.00	249,552.74	-447.26	2,500.00	1.00%
Capital One Bank CD 1.150% 10/19/18	140420K82	250,000	250,000.00	248,982.88	-1,017.12	2,875.00	1.15%
Capital One NA CD 1.550% 12/31/18	14042RFC0	250,000	250,000.00	250,976.85	976.85	3,875.00	1.54%
Comenity Capital CD 1.000% 7/25/18	20033ARC2	250,000	250,000.00	248,945.45	-1,054.55	2,500.00	1.00%
Customers Bank CD 1.200% 6/25/18	23204HDU9	245,000	245,000.00	244,496.04	-503.96	2,940.00	1.20%
Discover Bank CD 1.200% 10/26/18	254672L71	250,000	250,000.00	248,908.18	-1,091.82	3,000.00	1.21%
Eaglebank CD 0.900% 7/20/18	27002YCX2	250,000	250,000.00	248,996.47	-1,003.53	2,250.00	0.90%
Enerbank USA CD 1.050% 7/31/17	29266NP35	250,000	250,000.00	251,489.42	1,489.42	2,625.00	1.04%
First Farmers Bk CD 0.900% 5/11/17	320165GZ0	1,000,000	1,000,000.00	1,001,287.81	1,287.81	9,000.00	0.90%
First Farmers Bk CD 1.000% 5/21/18	320165HH9	2,500,000	2,500,000.00	2,495,446.92	-4,553.08	25,000.00	1.00%
First Merit Bank CD 1.000% 11/13/17	320844PU1	250,000	250,000.00	250,645.14	645.14	2,500.00	1.00%
First Merit Bank CD 1.050% 7/28/17	320844PX5	2,500,000	2,500,000.00	2,516,541.10	16,541.10	26,250.00	1.04%



## Holdings Detail as of 1/3/2017

City of South Bend Corporate Agency

Asset	CUSIP	Quantity	Tax Cost	Market Value	Gain/Loss	Est. Income	Yield
<b>Fixed Income</b>							
<b>Time Deposits (continued)</b>							
First Niagara Bk CD 1.150% 9/11/17	33583CRR2	250,000	250,000.00	251,439.69	1,439.69	2,875.00	1.14%
Flushing Bank CD 1.000% 6/26/17	34387ABR9	250,000	250,000.00	250,311.44	311.44	2,500.00	1.00%
Goldman Sachs Bk CD 1.200% 2/13/18	38143A6F7	245,000	245,000.00	246,486.08	1,486.08	2,940.00	1.19%
Independence Bank CD 1.000% 7/31/18	45340KDU0	250,000	250,000.00	248,889.18	-1,110.82	2,500.00	1.00%
JP Morgan CH Bk CD 1.150% 9/16/18	48126XDV4	2,500,000	2,500,000.00	2,487,735.27	-12,264.73	28,750.00	1.16%
JP Morgan Chase CD 1.100% 8/16/18	48126XAM7	4,000,000	4,000,000.00	3,986,665.21	-13,334.79	44,000.00	1.10%
JP Morgan Chase CD 1.125% 2/19/18	48124JSY5	1,079,000	1,079,000.00	1,081,023.49	2,023.49	12,138.75	1.12%
JP Morgan Chase CD 1.200% 9/30/18	48126XFV2	5,000,000	5,000,000.00	4,970,778.77	-29,221.23	60,000.00	1.21%
JP Morgan Chase CD 1.250% 11/21/18	48126XKX2	5,000,000	5,000,000.00	4,972,520.55	-27,479.45	62,500.00	1.26%
Key Bank NA CD 0.800% 4/10/17	49306SUX2	7,000,000	7,000,000.00	7,018,781.10	18,781.10	56,000.00	0.80%
Key Bank NA CD 1.150% 10/02/17	49306SVE3	8,000,000	8,000,000.00	8,041,361.10	41,361.10	92,000.00	1.14%
Key Bank NA CD 1.200% 11/27/17	49306SVN3	2,000,000	2,000,000.00	2,006,352.88	6,352.88	24,000.00	1.20%
Lake City Bank CD 1.10% 5/28/17	992572038	5,055,151	5,055,150.71	5,088,362.36	33,211.65	55,606.66	1.09%
Lake City Bank CD 1.13% 6/19/17	992572041	6,067,986	6,067,985.74	6,104,805.94	36,820.20	68,568.24	1.12%
MB Financial Bk CD 0.900% 11/06/17	55266CPG5	250,000	250,000.00	250,685.27	685.27	2,250.00	0.90%
Medallion Bk CD 1.400% 12/13/18	58403B5P7	250,000	250,000.00	250,462.19	462.19	3,500.00	1.40%
Mercantil Commer CD 1.050% 6/26/17	58733ABS7	250,000	250,000.00	250,250.65	250.65	2,625.00	1.05%
Merrick Bank CD 1.150% 8/11/17	59013JGY9	250,000	250,000.00	250,735.41	735.41	2,875.00	1.15%
Midland St Bk IL CD 0.900% 2/13/17	59774QEU2	250,000	250,000.00	250,402.05	402.05	2,250.00	0.90%
Sallie Mae Bank CD 1.150% 10/12/18	795450ZE8	250,000	250,000.00	249,125.51	-874.49	2,875.00	1.15%
Stearns Bank NA CD 1.000% 2/12/18	857894QQ5	250,000	250,000.00	250,744.49	744.49	2,500.00	1.00%
TCF National Bank CD 0.900% 6/22/18	872278UR5	250,000	250,000.00	249,494.14	-505.86	2,250.00	0.90%
TCF National Bk CD 0.900% 8/03/18	872278VJ2	250,000	250,000.00	249,780.82	-219.18	2,250.00	0.90%
Townebank VA CD 0.900% 6/12/17	89214PAU3	250,000	250,000.00	250,320.79	320.79	2,250.00	0.90%
United Bank CD 0.850% 6/12/17	909552AW1	250,000	250,000.00	250,323.94	323.94	2,125.00	0.85%
Wells Farg Bk CD V-A 1.000% 4/16/19	94986TVU8	7,000,000	7,000,000.00	7,038,987.12	38,987.12	70,000.00	0.99%
Wells Fargo Bank CD 1.250% 11/20/17	9497482S5	5,000,000	5,000,000.00	5,012,047.26	12,047.26	62,500.00	1.25%



## Holdings Detail as of 1/3/2017

City of South Bend Corporate Agency

Asset	CUSIP	Quantity	Tax Cost	Market Value	Gain/Loss	Est. Income	Yield
<b>Fixed Income</b>							
<b>Time Deposits (continued)</b>							
Wells Fargo Bk NA CD 1.200% 2/26/19	9497483N5	5,000,000	5,000,000.00	5,027,586.30	27,586.30	60,000.00	1.19%
Whitney Bank MS CD 1.200% 8/14/17	966594AM5	250,000	250,000.00	251,632.12	1,632.12	3,000.00	1.19%
Zb NA CD 1.000% 6/01/18	98878BAH1	250,000	250,000.00	249,697.33	-302.67	2,500.00	1.00%
<b>US Treasury</b>							
U.S. Treasury Notes 0.750% 12/31/17	912828UE8	4,000,000	3,997,656.25	4,008,522.87	10,866.62	30,000.00	0.75%
<b>Government Agency</b>							
FFCB 0.820% 7/05/18	3133EGJU0	5,000,000	5,000,000.00	4,981,344.44	-18,655.56	41,000.00	0.82%
FFCB 1.070% 4/24/19	3133EGZK4	1,500,000	1,498,875.00	1,489,472.08	-9,402.92	16,050.00	1.08%
FHLB 0.625% 3/30/17	3130A4ZB1	4,785,000	4,785,357.90	4,791,650.49	6,292.59	29,906.25	0.62%
FHLB 0.875% 8/08/18	3130A8Y80	3,000,000	2,998,530.00	2,990,237.08	-8,292.92	26,250.00	0.88%
FHLB 0.980% 11/24/17	3130A6S32	1,290,000	1,289,754.90	1,287,855.02	-1,899.88	12,642.00	0.98%
FHLB 1.400% 5/18/20	3130A7ZT5	2,000,000	2,000,000.00	1,979,464.44	-20,535.56	28,000.00	1.41%
FHLMC MTN 0.800% 10/27/17	3134G7U25	2,500,000	2,500,000.00	2,500,705.56	705.56	20,000.00	0.80%
FHLMC MTN 0.800% 6/29/18	3134G9G76	3,000,000	3,000,000.00	2,978,983.33	-21,016.67	24,000.00	0.81%
FHLMC MTN 1.000% 10/30/18	3134GAUZ5	2,000,000	2,000,000.00	1,992,308.89	-7,691.11	20,000.00	1.00%
FHLMC MTN 1.000% 5/11/18	3134G9JD0	10,000,000	10,000,000.00	9,992,088.89	-7,911.11	100,000.00	1.00%
FHLMC MTN 1.000% 5/25/18	3134G9KU0	3,000,000	3,000,000.00	2,995,230.00	-4,770.00	30,000.00	1.00%
FHLMC MTN 1.000% 5/25/18	3134G9HC4	5,000,000	5,000,000.00	4,987,450.00	-12,550.00	50,000.00	1.00%
FHLMC MTN 1.000% 7/27/18	3134G9X51	4,000,000	4,000,000.00	4,003,871.11	3,871.11	40,000.00	1.00%
FHLMC MTN 1.050% 2/26/18	3134G8M71	3,000,000	3,000,000.00	3,009,107.50	9,107.50	31,500.00	1.05%
FHLMC MTN 1.050% 5/25/18	3134G9QK6	5,000,000	5,000,000.00	4,994,000.00	-6,000.00	52,500.00	1.05%
FHLMC MTN 1.050% 6/29/18	3134G9SU2	3,300,000	3,302,645.85	3,285,111.50	-17,534.35	34,650.00	1.05%
FHLMC MTN 1.300% 8/23/19	3134GAAF1	1,500,000	1,500,000.00	1,492,473.33	-7,526.67	19,500.00	1.31%
FHLMC MTN 1.350% 11/26/19	3134G9KW6	2,000,000	2,000,000.00	1,975,725.00	-24,275.00	27,000.00	1.37%
FHLMC MTN 1.650% 8/25/21	3134GAAM6	1,500,000	1,500,000.00	1,471,567.50	-28,432.50	24,750.00	1.68%
FHLMC MTN V-A 1.000% 2/13/20	3134G6CT8	3,500,000	3,500,000.00	3,512,996.67	12,996.67	35,000.00	1.00%
FNMA 0.900% 7/13/18	3135G0M42	5,500,000	5,499,285.00	5,498,625.00	-660.00	49,500.00	0.90%
FNMA 1.000% 4/30/18	3135G0WN9	250,000	250,000.00	249,523.61	-476.39	2,500.00	1.00%



## Holdings Detail as of 1/3/2017

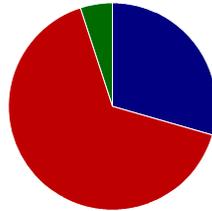
City of South Bend Corporate Agency

Asset	CUSIP	Quantity	Tax Cost	Market Value	Gain/Loss	Est. Income	Yield
<b>Fixed Income</b>							
<b>Government Agency (continued)</b>							
FNMA 1.125% 7/20/18	3135G0E33	2,000,000	1,998,180.00	2,010,102.50	11,922.50	22,500.00	1.12%
FNMA 1.350% 6/29/20	3136G37M1	1,750,000	1,750,000.00	1,697,526.25	-52,473.75	23,625.00	1.39%
<b>Total Fixed Income</b>			<b>\$173,759,421.35</b>	<b>\$173,762,071.55</b>	<b>\$2,650.20</b>	<b>\$1,805,760.40</b>	<b>1.04%</b>
<b>Total Portfolio</b>			<b>\$174,971,003.89</b>	<b>\$174,973,664.83</b>	<b>\$2,660.94</b>	<b>\$1,805,962.73</b>	<b>1.03%</b>

\* Market values include accruals.

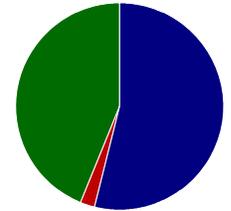
### Maturity Summary

Maturity (Years)	Market Value	% Bond Holdings
0 - 1	51,139,608.15	29.4%
1 - 3	113,960,908.54	65.6%
3 - 5	8,661,554.86	5.0%
<b>Total</b>	<b>\$173,762,071.55</b>	<b>100.0%</b>



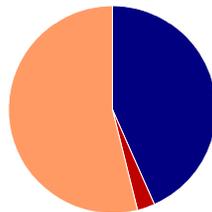
### Asset Class Allocation

Subclass	Market Value	% Bond Holdings
Time Deposits	93,586,128.49	53.9%
US Treasury	4,008,522.87	2.3%
Government Agency	76,167,420.19	43.8%
<b>Total</b>	<b>\$173,762,071.55</b>	<b>100.0%</b>



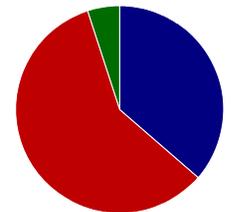
### Bond Rating Summary

Credit Rating	Market Value	% Bond Holdings
AAA	75,469,309.31	43.4%
AA+	4,706,633.75	2.7%
NR	93,586,128.49	53.9%
<b>Total</b>	<b>\$173,762,071.55</b>	<b>100.0%</b>



### Duration Summary

Duration (Years)	Market Value	% Bond Holdings
Less than 1.00	63,268,141.63	36.4%
1.00 - 3.00	101,832,375.06	58.6%
3.00 - 5.00	8,661,554.86	5.0%
<b>Total</b>	<b>\$173,762,071.55</b>	<b>100.0%</b>

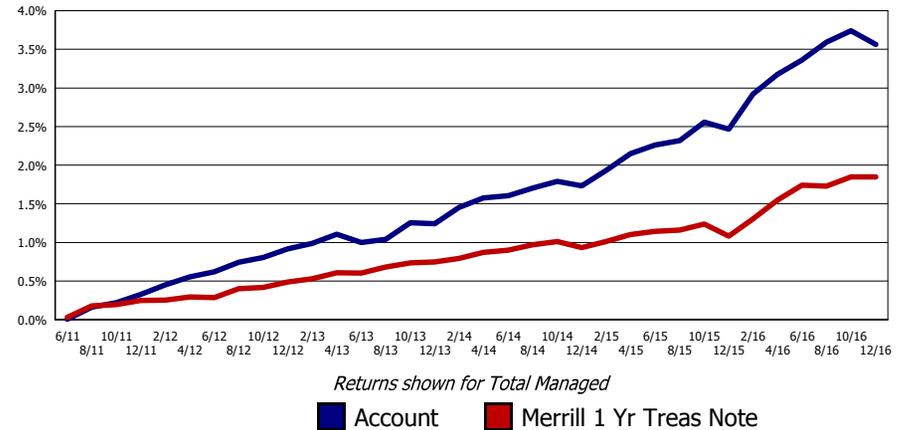


\* Market values include accruals.

# Performance Summary as of 12/31/2016

City of South Bend Corporate Agency

## Cumulative Returns



## Return Details

	YTD	1 Year	3 Year
Total Fund Net Fees	0.97%	0.97%	0.67%
Total Managed	1.07%	1.07%	0.76%
Benchmark - Merrill 1 Yr Treas Note	0.76%	0.76%	0.36%
Benchmark - 80ml1yrtr/20ml1-5treas	0.82%	0.82%	0.51%

\* Market values include accruals.

**City of South Bend Administration & Finance Policy Manual**



**2.11 Stale Dated Check Policy Effective: January 1, 2010**

**Purpose:** This policy defines the practice and protocol for handling stale dated checks issued by the City of South Bend.

**Scope:** This statement applies to all governmental units, enterprise operations, and operations of the City of South Bend.

**Responsibility:** This policy is the responsibility of the Controller of the City of South Bend. Changes or revisions to this policy are affected only with the consent and approval of the Controller.

**Effective Date:** This policy is effective January 1, 2010.

**1.0 Policy Statement**

The City of South Bend has defined that payroll checks and account payable disbursement checks drawn on city accounts will have a two (2) year active life from the date of issuance as noted on the check. Un-cashed checks, beyond two (2) year active life period, are no longer valid and shall be classified as a stale dated check.

**2.0 Responsibility**

Administration of the stale dated check policy is delegated by the Controller, to be the responsibility of the Director City Finance.

The Director City Finance will identify the payroll and payable disbursement checks that are classified as stale dated checks, prepare such list and submit to the Controller for approval. Upon approval of the Controller, the stale dated check list will be presented to the City of South Bend Board of Finance, at the first annual Board of Finance Meeting during each calendar year, for Board of Finance vote on the stale dated check disposition recommendations as presented by the Controller.

**3.0 Board of Finance Filing Requirements**

3.1 The Controller shall file with the Board of Finance, documents as defined in paragraphs 3.1.1 and 3.1.2 and the Controller's recommendation, at least 72 hours prior to the first annual Board of Finance Meeting called for each calendar year:

3.1.1 Payroll Stale Dated Checks: Proposed list of all stale dated checks recommended to be written off, identifying the check number, employee name, date of check, amount of check, fund name, fund number, and any other information deemed necessary by the Controller.

3.1.2 Account Payable Stale Dated Checks: Proposed list of all stale dated checks recommended to be written off, identifying the check number, vendor name, date of check, amount of check, fund name, fund number, and any other information deemed necessary by the Controller.

## ***City of South Bend Administration & Finance Policy Manual***

### **4.0 Board of Finance Requirements**

The Board of Finance shall be required to review all information filed by the Controller as referenced above and hear presentation and recommendation from the Controller or designee at the first annual Board of Finance meeting.

The Board will motion, second, and vote on the recommendation as presented by the Controller with, majority in favor and supporting the recommendation of the Controller, the recommendation will be passed, and the Controller provided with the authority to execute the recommendation as approved.

A copy of all guidelines shall be filed of record with the Office of the City Clerk and with the City Controller in the Department of Administration and Finance.

### **5.0 Other Matters**

Additional guidelines may be promulgated by the Board of Finance when deemed necessary.

**City of South Bend  
Board of Finance  
Annual Investment Report  
For the year ended December 31, 2016**

**Payroll Stale Dated Checks**

The current policy, as defined and approved by the Board of Finance, has defined that payroll checks drawn on city accounts will have a two (2) year active life from the date of issuance as noted on the check. Un-cashed checks, beyond the two (2) year active life period, are no longer valid and shall be classified as a stale dated check.

Such checks, defined as stale dated, will be reported to the Board of Finance, with a recommendation from the City Controller on the disposition of the stale dated checks.

Therefore, following represents the list of Stale Dated Payroll Checks as of December 31, 2016.

Payroll Ck #	Name	Date	\$ Amount	Fund #	Fund Name
403901	Blair, Robert E	5/23/14	108.54	201	Parks
406939	Rex, Gregory O	8/29/14	200.34	201	Parks
408020	Rex, Gregory O.	9/26/14	47.12	201	Parks
409032	Gallegos, Nicole I.	11/07/14	180.72	201	Parks
Total			536.72		

**City Recommendation**

The city recommends that such payroll checks, classified by city policy as Stale Dated, to be approved by the Board of Finance for cancellation. Said checks, shall be voided within the city's payroll system and removed as a payroll liability of the City of South Bend.

Indiana Statute, allowing cancellation and voidance of un-cashed payroll checks defined as stale dated, will remain subject to claim by the payee for a period of seven (7) years from date of issuance. The city will maintain record of these potential liabilities, in the event a claim is made by any payee.

**City of South Bend  
Board of Finance  
Annual Investment Report  
For the year ended December 31, 2016**

**Accounts Payable Stale Dated Checks**

The current policy, as defined and approved by the Board of Finance, has defined that disbursement checks drawn on city accounts will have a two (2) year active life from the date of issuance as noted on the check. Un-cashed checks, beyond the two (2) year active life period, are no longer valid and shall be classified as a stale dated check.

Such checks, defined as stale dated, will be reported to the Board of Finance, with a recommendation from the City Controller on the disposition of the stale dated checks.

Therefore, following represents the list of Stale Dated Disbursement Checks as of December 31, 2016.

Check No.	Name	Date	\$ Amount	Fund #	Fund Name
464485	Ambassadors for Christ	1/9/2014	378.00	101/211	General and DCI
465496	Taylor, Christopher	2/7/2014	40.00	620	Water Ops
465499	Goeller, Heather	2/7/2014	11.24	620	Water Ops
466938	Wager, Denise	3/11/2014	115.00	203	Recreation
466941	Suth, Julie	3/11/2014	20.00	203	Recreation
467243	Kennedy, Mary	3/8/2014	30.00	203	Recreation
467880	Ivacic, Jerome	4/03/2014	62.79	620	Water Ops
467893	Best Nail Shop	4/03/2014	8.22	620	Water Ops
467894	McCullough, Pat	4/03/2014	3.29	620	Water Ops
467901	Lopez, Rudy	4/03/2014	10.18	620	Water Ops
469090	River Park Furniture	5/06/2014	281.47	101-0901	General
470191	Camaney, Juan	5/27/2014	9.00	101	General
471023	Meritan Health	6/17/2014	541.74	288	EMS
471624	Condon, Chad	7/01/2014	80.00	203	Recreation
471695	Lemke, Larry	7/03/2014	11.19	620	Water Ops
472211	Williams, Anthony	7/15/2014	12.84	201	Parks
473256	Garcia, Maria	8/05/2014	318.80	201 / 405	Parks / Non Reverting
473266	Pishkur, Alex	8/05/2014	8.05	220	Law Enforcement
473527	Patel, Greta	8/12/2014	100.00	201	Parks
474992	Kirsksey, Andrew	9/16/2014	9.03	620	Water Ops
474995	Barnett, Michael	9/16/2014	7.47	620	Water Ops
475000	Korach, Mildred	9/16/2014	13.33	620	Water Ops
475010	Adams, Sherrad	9/16/2014	47.46	620	Water Ops
475719	Knowlton, Gwendolyn	10/07/2014	50.00	203	Recreation
475883	Kwiatkowski, P	10/07/2014	57.79	620	Water Ops
475888	Jordan, Patrick	10/07/2014	53.15	620	Water Ops
475895	Cleveland, Julie	10/07/2014	3.04	620	Water Ops
476322	Holly Distributing	10/21/2014	55.00	222	Central Svcs

Check No.	Name	Date	\$ Amount	Fund #	Fund Name
477146	Flary, PL	11/04/2014	6.34	620	Water Ops
477715	LCP Transportation	11/18/2014	480.21	288	EMS
478343	Bueter, Brittany	12/02/2014	20.06	620	Water Ops
478345	Berger, Gideon	12/02/2014	70.00	620	Water Ops
479380	Wilder, James	12/29/2014	.80	709	Payroll
479381	Delinski, Alan	12/29/2014	.94	709	Payroll
479443	Butler, Katherine	12/30/2014	32.71	620	Water Ops
479454	Hanzawa, Marina	12/30/2014	4.39	620	Water Ops
479455	Robles-Henry, Imelda	12/30/2014	20.00	620	Water Ops
479462	Garcia, Fernando	12/30/2014	5.24	620	Water Ops
Total			2,978.77		

### City Recommendation

The city recommends that such disbursement checks, classified by city policy as Stale Dated, to be approved by the Board of Finance for cancellation. Said checks, shall be voided within the city's accounts payable disbursement system and removed as a liability of the City of South Bend.

Indiana Statute, allowing cancellation and voidance of un-cashed disbursement checks defined as stale dated, will remain subject to claim by the payee for a period of seven (7) years from date of issuance. The city will maintain record of these potential liabilities, in the event a claim is made by any payee.

**City of South Bend  
Controller's Cash Report**

**Month of: December 2016**

<b>Fund</b>	<b>Fund Name</b>	<b>Opening Cash Balance</b>	<b>Receipts</b>	<b>Disbursements</b>	<b>Interest Earned</b>	<b>Transfers In</b>	<b>Transfers Out</b>	<b>Ending Cash Balance</b>	<b>Investments</b>	<b>Total Cash &amp; Investments</b>	<b>Interfund Loans (Borrowing)</b>
<b>City Controlled Funds</b>											
<b>General Fund</b>											
101	GENERAL FUND	\$19,691,671.38	\$20,941,641.70	\$6,213,048.39	\$19,936.17	\$0.00	\$400.00	\$34,439,800.86	\$0.00	\$34,439,800.86	\$495,531.00
<b>Special Revenue Funds</b>											
102	RAINY DAY FUND	10,176,256.59	0.00	0.00	9,996.31	0.00	0.00	10,186,252.90	0.00	10,186,252.90	0.00
103	EXCESS LEVY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
201	PARKS & RECREATION	1,319,890.61	4,082,135.22	904,374.15	1,517.52	0.00	0.00	4,499,169.20	0.00	4,499,169.20	0.00
202	MOTOR VEHICLE HIGHWAY	6,815,782.23	294,666.20	982,992.07	6,951.97	0.00	0.00	6,134,408.33	0.00	6,134,408.33	0.00
203	RECREATION - NONREVERTING	809,065.47	81,371.08	81,068.79	896.19	0.00	0.00	810,263.95	0.00	810,263.95	0.00
209	STUDEBAKER/OLIVER REVERTING GRANTS	852,032.28	40,687.49	38,325.11	848.42	0.00	0.00	855,243.08	0.00	855,243.08	400,000.00
210	DEPT COMMUNITY INVESTMENT STATE GRANTS	314,745.53	46,511.85	18,002.61	7,804.99	0.00	0.00	351,059.76	0.00	351,059.76	0.00
211	DCI OPERATING FUND	1,593,388.31	10,518.50	242,714.97	1,609.32	0.00	0.00	1,362,801.16	0.00	1,362,801.16	0.00
212	DEPARTMENT OF COMMUNITY INVESTMENT	344,402.71	345,259.09	448,439.87	91.55	0.00	0.00	241,313.48	0.00	241,313.48	0.00
216	POLICE STATE SEIZURES	215,619.61	1,802.05	0.00	224.15	0.00	0.00	217,645.81	0.00	217,645.81	0.00
217	GIFT, DONATION, BEQUEST	105,716.85	10,975.00	0.00	103.69	0.00	0.00	116,795.54	0.00	116,795.54	0.00
218	POLICE CURFEW VIOLATIONS	12,553.25	0.00	0.00	12.32	0.00	0.00	12,565.57	0.00	12,565.57	0.00
219	UNSAFE BUILDING	423,437.07	22,451.57	74,154.04	0.00	0.00	0.00	371,734.60	0.00	371,734.60	0.00
220	LAW ENFORCEMENT CONTINUING EDUCATION	826,212.41	17,107.51	6,380.64	822.53	0.00	0.00	837,761.81	0.00	837,761.81	0.00
221	LANDLORD REGISTRATION	110.00	1,135.00	20.00	0.00	0.00	0.00	1,225.00	0.00	1,225.00	0.00
227	LOSS RECOVERY FUND	976,252.41	0.00	6,467.00	958.99	0.00	0.00	970,744.40	0.00	970,744.40	0.00
244	EMERGENCY TELEPHONE SYSTEM	33,670.74	0.00	0.00	0.00	0.00	0.00	33,670.74	0.00	33,670.74	0.00
249	PUBLIC SAFETY L.O.I.T.	1,148,056.62	596,985.57	805,410.66	990.77	0.00	0.00	940,622.30	0.00	940,622.30	0.00
251	LOCAL ROADS & STREETS	3,067,367.14	92,526.17	332,390.69	3,053.29	0.00	0.00	2,830,555.91	0.00	2,830,555.91	0.00
252	EXCESS WELFARE DISTRIBUTION	8.07	0.00	0.00	0.00	0.00	0.00	8.07	0.00	8.07	0.00
257	LOIT 2016 SPECIAL DISTRIBUTION	4,036,931.43	0.00	11,865.28	0.00	0.00	0.00	4,025,066.15	0.00	4,025,066.15	0.00
258	HUMAN RIGHTS - FEDERAL GRANT	479,380.61	16,752.16	86,033.87	724.83	0.00	0.00	410,823.73	69,315.05	480,138.78	0.00
271	EASTRACE WATERWAY	1,346.17	0.00	0.00	1.32	0.00	0.00	1,347.49	0.00	1,347.49	0.00
273	MORRIS PAC/PALAIS ROYALE MARKETING	44,703.02	2,350.00	0.00	43.04	0.00	0.00	47,096.06	0.00	47,096.06	0.00
280	POLICE BLOCK GRANTS	3,882.31	0.00	0.00	3.82	0.00	0.00	3,886.13	0.00	3,886.13	0.00
281	DEPT. COMMUNITY INVESTMENT - REV BONDS	27,590.30	0.00	0.00	27.10	0.00	0.00	27,617.40	0.00	27,617.40	0.00
289	HAZMAT	23,345.39	3,410.00	0.00	23.86	0.00	0.00	26,779.25	0.00	26,779.25	0.00
291	INDIANA RIVER RESCUE	162,231.82	0.00	20,346.19	161.01	0.00	0.00	142,046.64	0.00	142,046.64	0.00
292	POLICE GRANTS	76,628.30	0.00	0.00	0.00	0.00	0.00	76,628.30	0.00	76,628.30	0.00
294	REGIONAL POLICE ACADEMY	73,255.44	3,050.00	290.31	73.75	0.00	0.00	76,088.88	0.00	76,088.88	0.00
295	COPS MORE GRANT	181,062.80	60,741.45	4,457.87	121.46	0.00	0.00	237,467.84	0.00	237,467.84	0.00
299	POLICE FEDERAL DRUG ENFORCEMENT	252,932.55	0.00	27,000.00	125.69	0.00	0.00	226,058.24	0.00	226,058.24	0.00
404	COUNTY OPTION INCOME TAX	8,911,072.23	980,078.63	947,273.62	9,037.13	62.59	0.00	8,952,976.96	0.00	8,952,976.96	1,351,597.75
408	ECONOMIC DEVELOPMENT INCOME TAX	10,508,381.93	799,550.17	161,280.81	10,193.51	0.00	0.00	11,156,844.80	0.00	11,156,844.80	0.00
410	URBAN DEVELOPMENT ACTION GRANT (UDAG)	592,023.87	0.00	0.00	562.42	0.00	0.00	592,586.29	0.00	592,586.29	(1,351,597.75)
655	PROJECT RELEAF	853,260.99	36,590.38	17,412.24	828.23	0.00	0.00	873,267.36	0.00	873,267.36	0.00
705	POLICE K-9 UNIT	2,856.00	0.00	0.00	2.81	0.00	0.00	2,858.81	0.00	2,858.81	0.00
<b>Total Special Revenue Funds</b>		<b>55,265,453.06</b>	<b>7,546,655.09</b>	<b>5,216,700.79</b>	<b>57,811.99</b>	<b>62.59</b>	<b>0.00</b>	<b>57,653,281.94</b>	<b>69,315.05</b>	<b>57,722,596.99</b>	<b>400,000.00</b>
<b>Debt Service Fund</b>											
313	HALL OF FAME DEBT SERVICE	(378,488.84)	668,246.03	0.00	0.00	0.00	0.00	289,757.19	0.00	289,757.19	0.00
<b>Capital Project Funds</b>											
377	PROFESSIONAL SPORTS DEVELOPMENT	327,506.79	69,537.00	0.00	307.43	0.00	0.00	397,351.22	0.00	397,351.22	0.00
401	COVELESKI STADIUM CAPITAL	90,458.14	0.00	0.00	93.08	0.00	0.00	90,551.22	0.00	90,551.22	0.00
403	ZOO ENDOWMENT	49,858.34	0.00	0.00	48.98	0.00	0.00	49,907.32	0.00	49,907.32	0.00
405	PARK NONREVERTING CAPITAL	337,555.17	72.00	27,147.41	286.63	0.00	0.00	310,766.39	0.00	310,766.39	0.00
406	CUMULATIVE CAPITAL DEVELOPMENT	356,145.37	223,906.41	0.00	369.47	0.00	0.00	580,421.25	0.00	580,421.25	0.00

**City of South Bend  
Controller's Cash Report**

**Month of: December 2016**

<b>Fund</b>	<b>Fund Name</b>	<b>Opening Cash Balance</b>	<b>Receipts</b>	<b>Disbursements</b>	<b>Interest Earned</b>	<b>Transfers In</b>	<b>Transfers Out</b>	<b>Ending Cash Balance</b>	<b>Investments</b>	<b>Total Cash &amp; Investments</b>	<b>Interfund Loans (Borrowing)</b>
407	CUMULATIVE CAPITAL IMPROVEMENT	241,844.67	136,233.06	0.00	237.57	0.00	0.00	378,315.30	0.00	378,315.30	0.00
412	MAJOR MOVES CONSTRUCTION	2,362,819.78	0.00	965.36	2,671.76	0.00	0.00	2,364,526.18	0.00	2,364,526.18	4,036,926.30
416	MORRIS PERFORMING ARTS CENTER CAPITAL	574,180.83	15,203.00	0.00	557.76	0.00	0.00	589,941.59	0.00	589,941.59	0.00
434	CRED FUND	62.59	0.00	0.00	0.00	0.00	62.59	0.00	0.00	0.00	0.00
450	PALAIS ROYALE HISTORIC PRESERVATION	91,106.66	1,733.30	0.00	87.35	0.00	0.00	92,927.31	0.00	92,927.31	0.00
677	HALL OF FAME CAPITAL FUND	496,642.10	0.00	1,600.94	489.84	0.00	0.00	495,531.00	0.00	495,531.00	(495,531.00)
<b>Total Capital &amp; Debt Service Funds</b>		<b>4,549,691.60</b>	<b>1,114,930.80</b>	<b>29,713.71</b>	<b>5,149.87</b>	<b>0.00</b>	<b>62.59</b>	<b>5,639,995.97</b>	<b>0.00</b>	<b>5,639,995.97</b>	<b>3,541,395.30</b>
<b>Enterprise Funds</b>											
287	EMS CAPITAL	3,632,029.66	0.00	5,452.00	3,626.34	0.00	0.00	3,630,204.00	0.00	3,630,204.00	0.00
288	EMS OPERATING	2,283,203.76	409,322.95	935,615.81	2,049.80	0.00	0.00	1,758,960.70	0.00	1,758,960.70	0.00
600	CONSOLIDATED BUILDING DEPARTMENT	2,747,177.53	185,673.36	317,084.56	2,702.51	400.00	0.00	2,618,868.84	0.00	2,618,868.84	0.00
601	PARKING GARAGES	909,472.15	67,157.18	7,122.30	903.38	0.00	0.00	970,410.41	0.00	970,410.41	0.00
610	SOLID WASTE OPERATIONS	418,085.97	458,163.03	421,268.31	398.99	0.00	262,000.00	193,379.68	0.00	193,379.68	0.00
611	SOLID WASTE CAPITAL	74,636.13	0.00	218.49	91.63	262,000.00	0.00	336,509.27	0.00	336,509.27	0.00
620	WATER WORKS OPERATIONS	3,878,767.16	1,505,983.69	1,414,153.89	3,346.07	5,424.23	170,505.00	3,808,862.26	0.00	3,808,862.26	0.00
622	WATER WORKS CAPITAL	2,585,451.44	0.00	0.00	2,541.54	0.00	0.00	2,587,992.98	0.00	2,587,992.98	0.00
624	WATER WORKS CUSTOMER DEPOSIT	1,543,360.04	21,938.84	20,879.16	1,514.32	0.00	1,514.32	1,544,419.72	0.00	1,544,419.72	0.00
625	WATER WORKS SINKING FUND	1,532,951.87	0.00	1,653,290.15	1,489.71	170,505.00	1,489.71	50,166.72	0.00	50,166.72	0.00
626	WATER WORKS BOND RESERVE	1,646,473.22	330,000.00	550,447.78	1,596.31	0.00	0.00	1,427,621.75	0.00	1,427,621.75	0.00
629	WATER WORKS RESERVE - O & M	2,462,727.68	0.00	0.00	2,420.20	0.00	2,420.20	2,462,727.68	0.00	2,462,727.68	0.00
640	SEWER REPAIR INSURANCE	1,776,775.18	52,566.77	74,767.11	1,763.35	0.00	0.00	1,756,338.19	0.00	1,756,338.19	0.00
641	SEWAGE WORKS OPERATIONS	13,255,581.77	3,226,529.49	2,422,752.63	12,682.14	4,556.31	760,892.65	13,315,704.43	0.00	13,315,704.43	0.00
642	SEWAGE WORKS CAPITAL	7,540,146.88	0.00	329,245.27	7,443.34	0.00	0.00	7,218,344.95	0.00	7,218,344.95	0.00
643	SEWAGE WORKS RESERVE - O & M	4,636,374.15	0.00	0.00	4,556.31	0.00	4,556.31	4,636,374.15	0.00	4,636,374.15	0.00
649	SEWAGE WORKS BOND SINKING	48,181.00	0.00	500.00	7,239.18	760,892.65	0.00	815,812.83	0.00	815,812.83	0.00
653	SEWAGE WORKS DEBT SERVICE RESERVE	4,110,275.39	0.00	0.00	1,357.38	0.00	0.00	4,111,632.77	0.00	4,111,632.77	0.00
659	2011 SEWER BOND	71,304.02	0.00	19,686.73	70.01	0.00	0.00	51,687.30	0.00	51,687.30	0.00
661	2012 SEWER BOND	3,828,732.05	45,233.58	991,149.34	4,072.39	0.00	0.00	2,886,888.68	0.00	2,886,888.68	0.00
664	2013 SEWER REFUND BOND	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
666	2015 SEWER BOND	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
670	CENTURY CENTER	1,596,370.49	536,890.84	753,110.27	0.00	0.00	0.00	1,380,151.06	0.00	1,380,151.06	0.00
671	CENTURY CENTER CAPITAL	872,383.37	0.00	6,470.52	73.62	0.00	0.00	865,986.47	0.00	865,986.47	0.00
672	CENTURY CENTER ENERGY SAVINGS	1,342.93	0.00	0.00	55,822.34	0.00	0.00	57,165.27	0.00	57,165.27	0.00
<b>Total Enterprise Funds</b>		<b>61,451,803.84</b>	<b>6,839,459.73</b>	<b>9,923,214.32</b>	<b>117,760.86</b>	<b>1,203,778.19</b>	<b>1,203,378.19</b>	<b>58,486,210.11</b>	<b>0.00</b>	<b>58,486,210.11</b>	<b>0.00</b>
<b>Internal Service Funds</b>											
222	CENTRAL SERVICES	1,421,239.02	1,160,237.54	1,160,305.77	995.59	0.00	0.00	1,422,166.38	0.00	1,422,166.38	0.00
224	CENTRAL SERVICES CAPITAL	112,127.78	0.00	0.00	54.61	0.00	0.00	112,182.39	0.00	112,182.39	0.00
226	LIABILITY INSURANCE	4,755,154.92	183,301.00	334,933.49	4,622.55	0.00	0.00	4,608,144.98	0.00	4,608,144.98	0.00
278	TAKE HOME VEHICLE POLICE	739,785.37	12,480.00	0.00	725.31	0.00	0.00	752,990.68	0.00	752,990.68	0.00
279	311 CALL CENTER	0.36	50,321.12	50,321.48	0.00	0.00	0.00	0.00	0.00	0.00	0.00
711	SELF-FUNDED EMPLOYEE BENEFITS	6,368,701.89	1,405,518.14	1,049,207.79	7,040.83	0.00	0.00	6,732,053.07	0.00	6,732,053.07	0.00
713	UNEMPLOYMENT COMP FUND	300,108.58	293.91	14,092.59	295.22	0.00	0.00	286,605.12	0.00	286,605.12	0.00
<b>Total Internal Service Funds</b>		<b>13,697,117.92</b>	<b>2,812,151.71</b>	<b>2,608,861.12</b>	<b>13,734.11</b>	<b>0.00</b>	<b>0.00</b>	<b>13,914,142.62</b>	<b>0.00</b>	<b>13,914,142.62</b>	<b>0.00</b>
<b>Trust &amp; Agency Funds</b>											
701	FIREFIGHTERS PENSION	598,383.47	2,384.36	434,120.58	955.88	0.00	0.00	167,603.13	0.00	167,603.13	0.00
702	POLICE PENSION	1,303,810.15	0.00	512,866.15	1,755.67	0.00	0.00	792,699.67	0.00	792,699.67	0.00
709	PAYROLL FUND	(13,938.41)	11,653,062.25	11,639,123.84	0.00	0.00	0.00	0.00	0.00	0.00	0.00

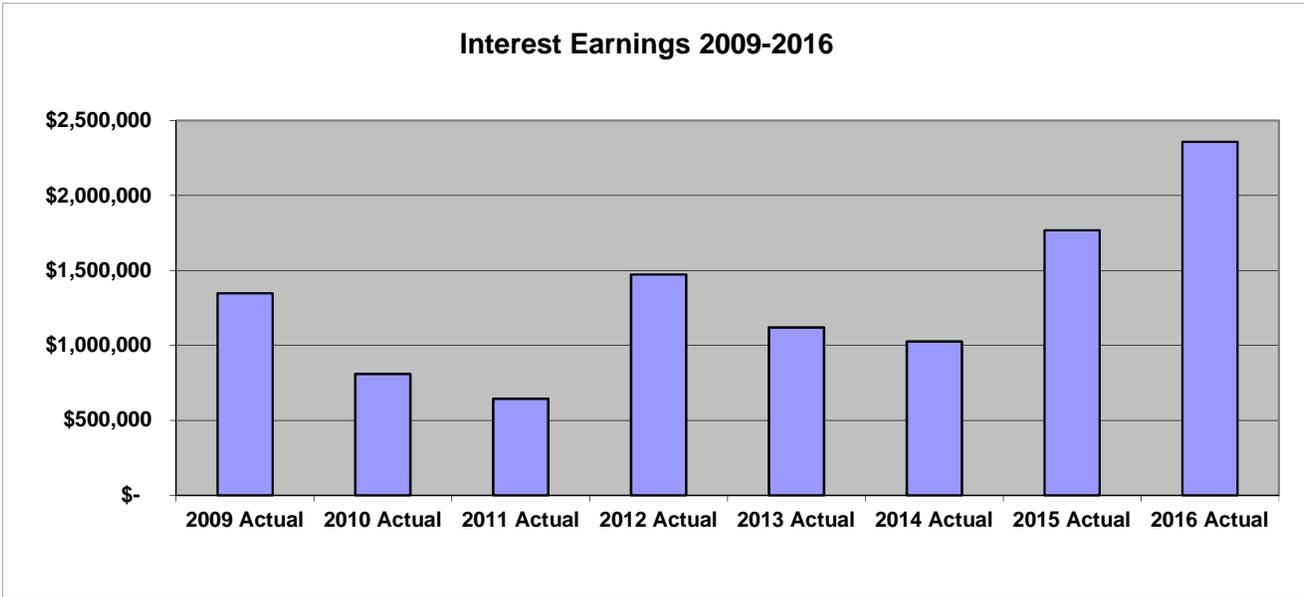
City of South Bend  
Controller's Cash Report

Month of: December 2016

Fund	Fund Name	Opening Cash Balance	Receipts	Disbursements	Interest Earned	Transfers In	Transfers Out	Ending Cash Balance	Investments	Total Cash & Investments	Interfund Loans (Borrowing)
718	STATE TAX DEDUCTION FUND	264,959.99	420,884.85	264,959.99	0.00	0.00	0.00	420,884.85	0.00	420,884.85	0.00
725	MORRIS / PALAIS BOX OFFICE	1,805,852.28	0.00	113,077.83	0.00	0.00	0.00	1,692,774.45	0.00	1,692,774.45	0.00
726	POLICE DISTRIBUTIONS PAY	811,273.05	5,843.32	0.00	0.00	0.00	0.00	817,116.37	0.00	817,116.37	0.00
730	CITY CEMETERY TRUST	28,779.97	0.00	0.00	28.27	0.00	0.00	28,808.24	0.00	28,808.24	0.00
<b>Total Trust &amp; Agency Funds</b>		4,799,120.50	12,082,174.78	12,964,148.39	2,739.82	0.00	0.00	3,919,886.71	0.00	3,919,886.71	0.00
<b>Total City Funds</b>		<b>159,454,858.30</b>	<b>51,337,013.81</b>	<b>36,955,686.72</b>	<b>217,132.82</b>	<b>1,203,840.78</b>	<b>1,203,840.78</b>	<b>174,053,318.21</b>	<b>69,315.05</b>	<b>174,122,633.26</b>	<b>4,436,926.30</b>
<b>Redevelopment Commission Controlled Funds</b>											
<b>Tax Increment Financing Funds</b>											
324	TIF RIVER WEST - AIRPORT	27,388,561.11	8,415,576.93	3,318,365.82	27,623.53	2,726.83	0.00	32,516,122.58	0.00	32,516,122.58	(400,000.00)
422	TIF DISTRICT - WEST WASHINGTON	1,788,969.54	170,692.93	0.00	1,757.77	0.00	0.00	1,961,420.24	0.00	1,961,420.24	0.00
425	TIF LEIGHTON PLAZA	193,226.17	11,945.42	18,493.72	163.31	0.00	0.00	186,841.18	0.00	186,841.18	0.00
429	TIF RIVER EAST DEV (NE)	6,998,647.99	1,207,108.87	335,541.26	6,887.88	0.00	0.00	7,877,103.48	0.00	7,877,103.48	0.00
430	TIF SOUTHSIDE DEVELOPMENT AREA #1	3,603,708.41	1,149,638.01	134,297.34	3,691.62	0.00	0.00	4,622,740.70	0.00	4,622,740.70	0.00
432	TIF SSDA #3 - ERSKINE VILLAGE	4,854,392.88	0.00	0.00	4,768.55	0.00	0.00	4,859,161.43	0.00	4,859,161.43	0.00
435	TIF DOUGLAS ROAD	42,747.39	113,972.95	0.00	41.94	0.00	0.00	156,762.28	0.00	156,762.28	(323,005.00)
436	TIF RIVER EAST RES (NE RE)	525,250.11	1,871,544.98	0.00	0.00	0.00	0.00	2,396,795.09	0.00	2,396,795.09	(3,713,921.30)
<b>Total Tax Increment Financing Funds</b>		45,395,503.60	12,940,480.09	3,806,698.14	44,934.60	2,726.83	0.00	54,576,946.98	0.00	54,576,946.98	(4,436,926.30)
<b>Redevelopment Funds</b>											
433	REDEVELOPMENT ADMINISTRATION GENERAL	8,774.63	0.00	328.75	8.62	0.00	0.00	8,454.50	0.00	8,454.50	0.00
439	CERTIFIED TECHNOLOGY PARK	2,148,708.75	0.00	0.00	2,110.71	0.00	0.00	2,150,819.46	0.00	2,150,819.46	0.00
454	AIRPORT URBAN ENTERPRISE ZONE	382,789.83	0.00	0.00	376.02	0.00	0.00	383,165.85	0.00	383,165.85	0.00
<b>Total Redevelopment Funds</b>		2,540,273.21	0.00	328.75	2,495.35	0.00	0.00	2,542,439.81	0.00	2,542,439.81	0.00
<b>Debt Service Funds</b>											
315	AIRPORT 2003 DEBT RESERVE	1,038,904.00	0.00	0.00	1,020.96	0.00	1,020.96	1,038,904.00	0.00	1,038,904.00	0.00
317	COVELESKI BOND DEBT RESERVE	512,058.18	0.00	0.00	503.01	0.00	0.00	512,561.19	0.00	512,561.19	0.00
328	SBCDA 2003 DEBT RESERVE	1,735,840.00	0.00	0.00	1,705.87	0.00	1,705.87	1,735,840.00	0.00	1,735,840.00	0.00
<b>Total Debt Service Funds</b>		3,286,802.18	0.00	0.00	3,229.84	0.00	2,726.83	3,287,305.19	0.00	3,287,305.19	0.00
<b>Total Redevelopment Commission Funds</b>		<b>51,222,578.99</b>	<b>12,940,480.09</b>	<b>3,807,026.89</b>	<b>50,659.79</b>	<b>2,726.83</b>	<b>2,726.83</b>	<b>60,406,691.98</b>	<b>0.00</b>	<b>60,406,691.98</b>	<b>(4,436,926.30)</b>
<b>City Operations Total</b>		<b>210,677,437.29</b>	<b>64,277,493.90</b>	<b>40,762,713.61</b>	<b>267,792.61</b>	<b>1,206,567.61</b>	<b>1,206,567.61</b>	<b>234,460,010.19</b>	<b>69,315.05</b>	<b>234,529,325.24</b>	<b>0.00</b>
<b>Memo Item</b>											
<b>Pooled Investment Account</b>		<b>Opening Balance</b>	<b>Interest Net of Fees</b>	<b>Accrued Income</b>	<b>Change in Asset Value</b>	<b>Transfer In from Depository</b>	<b>Transfer out to Depository</b>	<b>Investment Balance</b>		<b>Total Cash &amp; Investments</b>	
<b>1st Source Bank Investment Account</b>		<b>174,883,749.70</b>	<b>96,562.07</b>	<b>0.00</b>	<b>(232,567.84)</b>	<b>0.00</b>	<b>184,463.20</b>	<b>174,563,280.73</b>		<b>174,563,280.73</b>	

City of South Bend, Indiana  
Interest Earnings Summary - 2016  
 December 31, 2016  
 Prepared - January 19, 2017

Month	Paid Month	1st Source Investment Interest	1st Source Checking Interest	Other Interest (1)	Total Interest
Dec-15	Jan-16	\$61,438	\$14,781	\$288,153	\$364,372
Jan-16	Feb-16	57,864	19,041	107,040	\$183,945
Feb-16	Mar-16	99,601	14,237	2,015	\$115,853
Mar-16	Apr-16	160,394	12,626	2,176	\$175,196
Apr-16	May-16	98,184	10,423	112,427	\$221,033
May-16	Jun-16	173,134	10,718	1,282	\$185,133
Jun-16	Jul-16	78,421	20,039	1,689	\$100,150
Jul-16	Aug-16	73,919	29,152	1,174	\$104,245
Aug-16	Sep-16	233,599	24,362	6,336	\$264,297
Sep-16	Oct-16	130,229	21,172	95,719	\$247,120
Oct-16	Nov-16	106,546	22,032	1,450	\$130,028
Nov-16	Dec-16	184,463	17,483	65,846	\$267,793
		<b><u>\$1,457,792</u></b>	<b><u>\$216,066</u></b>	<b><u>\$685,306</u></b>	<b><u>\$2,359,164</u></b>
(1) interest on DCI loans, Major Moves interfund loans, Key Bank accounts, Bank of New York Mellon accounts.					



**Interest Earnings**

2009 Actual	\$	1,348,289
2010 Actual		809,279
2011 Actual		643,643
2012 Actual		1,474,283
2013 Actual		1,119,139
2014 Actual		1,025,058
2015 Actual		1,769,437
2016 Actual		<u>2,359,164</u>
<b>Total 2009-2016</b>	<b>\$</b>	<b>10,548,292</b>

The City of South Bend earns interest on checking account balances, certificates of deposit, repaying of loans on economic development projects and short-term investments. In May 2011, the City opened a new investment account with 1st Source Bank in the amount of \$150,000,000. Investment earnings are reported net of fees. Investment earnings are recorded in the general ledger on a cash basis when realized and do not reflect changes in asset value and accrued interest until the investment is sold or matures. Interest is also earned on advances from the Major Moves Fund to the Northeast Residential and Douglas Road TIF Funds. In January 2013, the Board of Finance increased the authorized investment amount at 1st Source Bank to \$175,000,000 and in January 2017 to \$185,000,000. Meetings are held quarterly with the investment staff of 1st Source Bank.

**City of South Bend, Indiana**  
**Interest Earnings Summary**  
**Years 2002 through 2016**  
**December 31, 2016**  
**Updated - January 18, 2017**

Fund Number	Fund Name	2002 Actual	2003 Actual	2004 Actual	2005 Actual	2006 Actual	2007 Actual	2008 Actual	2009 Actual	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Actual
101	General Fund	\$405,523	\$217,817	\$210,697	\$792,662	\$1,525,832	\$2,456,361	\$1,576,724	\$130,034	\$50,536	\$56,303	\$99,725	\$81,117	\$74,513	\$146,438	\$234,728
102	Rainy Day Fund	0	0	26,967	74,033	105,664	102,063	159,362	26,065	28,532	24,477	42,239	29,524	29,473	61,234	88,296
103	Excess Levy	0	0	0	13,820	10,148	0	742	285	395	261	0	0	0	23	7
201	Parks & Recreation	1,336	715	4,110	15,942	0	4,937	12,910	591	9,423	8,467	14,802	12,082	8,075	13,649	24,609
202	Motor Vehicle Highway	2,735	86	2,035	3,834	4,576	14	40,014	21,066	11,099	5,314	7,431	11,791	12,300	34,302	56,152
203	Recreation - Non Reverting	3,641	4,074	6,525	14,684	11,183	22,181	20,904	6,223	2,899	2,006	3,332	2,692	2,893	6,075	8,243
209	Studebaker/Oliver Grants	0	0	0	0	25,516	44,983	63,975	16,413	6,401	4,486	5,485	3,712	3,705	7,750	10,243
210	Econ Dev State Grants	4,745	0	2,457	33,945	262,672	136,850	103,213	89,744	13,016	64,332	60,703	15,033	11,236	11,236	14,144
211	DCI Administration	0	0	0	0	0	0	0	0	1,625	3,057	2,610	3,246	7,938	12,494	
212	DCI Grants	3,443	2,521	3,095	6,452	61,934	105,380	59,659	11,241	5,760	3,147	2,578	2,152	2,038	1,972	1,424
216	State Seized Drug Money	0	0	0	0	0	0	0	0	351	336	498	564	1,368	2,032	
217	Gift, Donation, Bequest	0	0	0	0	0	0	0	0	102	112	287	232	462	592	725
218	SBPD Curfew Violations	0	0	0	0	0	0	0	0	29	52	38	40	85	115	
220	Law Enforcement Cont. Education	0	0	0	0	3,698	6,601	9,941	5,930	3,174	2,990	5,194	3,491	3,394	6,715	8,138
222	Central Services	0	0	0	0	0	0	0	0	972	1,917	4,688	3,421	3,950	8,574	10,343
224	Central Services Capital	0	0	0	0	0	0	0	0	0	0	0	0	0	322	933
226	Liability Insurance	9,717	12,936	27,596	57,359	87,864	97,529	95,123	21,770	12,954	11,068	23,376	18,597	17,712	35,402	43,001
227	Loss Recovery Fund	0	0	0	0	0	0	0	22,187	16,057	12,545	21,894	18,685	25,717	24,843	9,131
244	Emergency Telephone System	0	0	0	0	0	0	0	0	0	0	0	0	0	19	0
249	Public Safety LOIT Fund	0	0	0	0	0	0	0	0	4,741	2,308	8,296	6,954	5,168	6,209	7,162
250	General Grant	0	0	0	0	0	0	1,160	319	15	0	0	0	0	0	0
251	Local Roads & Streets	16,344	6,649	19,300	52,910	52,077	43,249	83,884	23,395	8,710	6,031	7,306	6,247	7,585	18,729	27,861
252	Excess Welfare Distribution	0	0	0	0	0	0	0	0	17,808	6,545	5,407	4	4	0	0
258	Human Rights - Federal Grant	414	2,486	5,303	11,447	10,991	10,149	9,328	2,746	1,606	1,404	2,279	1,593	1,743	2,960	4,149
271	Eastrace Waterway	910	576	619	1,428	1,045	1,338	1,194	284	118	78	99	49	35	22	12
272	Special Events	910	576	72	284	210	0	0	0	0	0	0	0	0	0	0
273	Morris/Palais Marketing Fund	0	0	0	0	0	0	90	86	47	60	122	95	90	198	332
278	Police Take Home Liability	0	0	0	0	0	0	0	0	871	833	1,828	1,435	1,705	4,062	6,404
280	Police Block Grants	9,303	5,143	4,011	4,806	1,255	0	0	282	2,031	3,433	459	13	13	27	36
281	Economic Revenue Bond	0	0	0	0	0	0	0	0	88	76	133	93	93	193	255
287	EMS Capital Fund	0	0	0	0	0	0	0	0	0	0	0	0	0	6,860	30,399
288	EMS Operating Fund	2,326	5,310	8,346	23,079	37,833	32,047	47,134	24,891	17,438	15,121	30,051	16,450	14,964	22,372	20,021
289	Hazmat	0	0	0	0	0	0	0	0	21	8	13	40	86	231	269
291	Indiana River Rescue	0	0	0	0	0	0	0	0	269	195	408	368	361	618	1,248
292	Police Grants Fund	0	0	0	0	0	0	0	0	0	0	0	0	0	55	0
294	Regional Police Academy	0	0	1,074	2,678	1,560	1,352	1,351	481	285	231	399	268	262	480	757
295	COPS More Grant	0	0	0	0	0	0	0	0	418	323	492	364	380	778	1,212
299	Federal Drug Enforcement	0	0	0	0	2,638	8,187	14,177	2,856	981	724	941	947	978	975	1,397
305	SBCDA Bond Proceeds 2003	16,390	12,560	210,112	334,547	278,555	191,225	188,939	34,171	8,832	2,657	0	0	0	0	0
310	Studebaker Bond	0	0	0	3,685	0	0	0	0	0	0	0	0	0	0	0
312	Redevelopment Bond Wayne Street	11,615	8,247	8,473	2,700	0	0	0	0	0	0	0	0	0	0	0
313	Hall of Fame Debt Service	0	0	0	10,388	0	0	0	0	0	0	0	0	0	41	0
314	Redev Bond 1990	12,668	9,359	11,151	27,488	37,797	37,256	30,589	7,136	3,027	2,373	3,009	0	0	0	0
315	Redev Bond - Airport - Taxable	14,134	10,282	0	7,759	35,113	60,099	61,564	16,949	7,090	5,538	5,571	3,567	3,548	7,340	9,662
316	Redev Bond - Airport - Exempt	6,745	4,848	377	0	0	0	0	0	0	0	0	0	0	0	0
317	Coveleski Bond Debt Service Reserve	0	0	0	0	0	0	0	0	0	1,277	2,470	1,725	1,722	3,577	4,742
319	Blackthorn Debt Service	15,467	12,533	14,873	33,589	44,200	43,567	36,470	8,742	3,627	2,827	4,420	464	0	0	0
320	Edit Bond - Plaza Garage-Exempt	9,971	6,934	8,462	17,392	20,739	0	0	0	0	0	0	0	0	0	0
321	Edit Bond - Plaza Garage-Taxable	9,664	6,721	8,202	16,857	20,102	0	0	0	0	0	0	0	0	0	0
324	TIF Revenue - Airport	30,708	33,136	68,642	305,809	606,063	611,747	719,473	143,202	90,268	68,381	80,260	61,707	85,249	255,183	284,754
328	Redev Bond - Palais Royale	5,380	0	0	4,428	20,031	36,324	35,225	9,768	4,053	3,159	8,258	5,959	5,929	12,263	16,144
377	Professional Sports Development	7,531	4,225	5,540	15,702	21,241	23,706	17,892	4,878	3,669	3,415	5,025	2,742	1,963	2,947	2,657
401	Coveleski Stadium Capital	5,451	5,028	6,506	9,974	4,704	9,015	7,462	1,594	370	262	327	92	98	358	683
403	Zoo Endowment	0	0	0	0	335	880	897	250	113	97	211	168	168	348	462
404	COIT	114,650	119,802	146,338	198,693	226,073	147,718	143,485	49,035	50,033	37,973	69,195	50,203	50,003	100,599	99,241
405	Park Nonreverting Capital	1,817	1,456	3,941	7,977	5,000	13,465	8,332	2,502	1,319	1,386	1,772	1,386	1,384	3,120	3,405
406	Cumulative Capital Development	16,436	12,971	18,158	49,285	70,351	65,648	37,124	7,373	3,267	1,769	3,808	2,701	2,156	3,051	4,045
407	Cumulative Capital Improvement	226	1,714	453	505	0	0	0	57	45	36	15	227	1,042	2,607	
408	EDIT	33,039	26,721	20,597	21,945	33,450	53,971	32,231	9,600	18,952	22,135	45,531	33,100	34,399	69,484	94,879
410	UDAG	2,198	2,102	1,599	3,897	155,290	156,013	144,853	30,480	14,170	2,659	917	88	94	2,306	4,868
412	Major Moves Construction (1)	0	0	0	0	63,519	744,851	463,752	113,908	36,180	77,860	394,379	261,868	253,216	252,281	221,540
414	TIF District - Sample/Ewing	4,983	4,582	5,292	5,833	8,191	12,163	5,876	0	0	0	0	0	0	0	0
416	Morris PAC Capital	581	10,409	677	4,402	7,318	10,049	8,811	2,385	1,434	1,503	1,997	1,412	1,651	3,642	4,965
420	TIF District - SBCDA General	32,618	14,221	27,672	94,991	131,554	109,284	126,073	13,569	15,002	9,217	45,913	59,683	42,533	0	0
422	TIF District - W. Washington	438	501	970	9,884	12,070	13,574	13,029	1,117	1,959	3,141	3,920	1,435	2,502	8,903	15,176
424	TIF SBCDA-Building Operations	0	0	0	1,514	0	0	0	0	0	0	0	0	0	0	0
425	TIF - Leighton Plaza	0	0	275	2,387	1,117	3,976	1,037	488	334	383	298	306	1,071	1,541	
426	TIF - Cent. Med Serv Area	0	0	3,856	27,339	37,495	31,719	52,519	14,711	15,948	10,028	16,841	12,242	8,308	0	0
427	Redevelopment - T/JX	0	6,587	0	0	0	0	0	0	0	0	0	0	0	0	0
428	Red Dist Capital - AEDA2003	0	0	126,419	194,558	177,528	48,069	10,213	2,725	1,202	0	0	0	0	0	0
429	Northeast Development Area TIF	0	0	0	0	0	0	233	376	345	1,040	5,286	8,057	11,381	44,638	70,896

**City of South Bend, Indiana**  
**Interest Earnings Summary**  
**Years 2002 through 2016**  
**December 31, 2016**  
**Updated - January 18, 2017**

Fund Number	Fund Name	2002 Actual	2003 Actual	2004 Actual	2005 Actual	2006 Actual	2007 Actual	2008 Actual	2009 Actual	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Actual
430	Southside TIF Area #1	0	0	0	0	0	0	0	1,786	8,816	10,154	19,939	17,222	12,462	34,652	51,011
431	Southside TIF #2 - Erskine Commons	0	0	0	0	0	0	0	1,647	10,074	4,029	2,329	0	0	0	0
432	Southside TIF #3 - Erskine Village	0	0	0	0	0	0	0	2,238	11,905	13,192	27,801	18,842	20,575	38,457	46,268
433	Redevelopment Admin General	2,134	1,532	1,557	3,679	5,367	3,581	2,822	669	214	107	164	104	51	70	81
434	CREED	0	0	0	22,425	70,155	82,537	67,563	8,287	3,214	1,507	1,259	418	301	360	635
435	Douglas Road TIF	0	0	0	0	0	0	0	0	756	246	723	454	685	606	1,123
436	Northeast Residential TIF	0	0	0	0	0	0	0	0	1,478	2,266	10,211	8,423	3,380	1,571	2,109
438	Coveleski Bond Construction	0	0	0	0	0	0	0	0	0	5,268	0	0	0	0	0
439	Certified Technology Park	0	0	0	0	0	0	0	0	0	0	3,571	7,207	12,682	28,205	20,426
450	Palais Royale Historic Preservation	0	0	0	0	0	0	136	271	124	118	247	215	195	488	760
454	Airport Urban Enterprise Zone	0	0	0	0	0	0	0	0	741	473	1,323	1,289	1,287	2,674	3,545
600	Building Department	2,166	1,590	1,662	3,159	1,557	791	1,440	674	129	113	380	667	1,354	9,357	19,974
601	Parking Garages	0	0	0	0	0	99	0	0	1,207	2,112	4,124	2,408	3,407	7,543	6,965
610	Solid Waste Operations	0	3,420	9,917	13,562	6,024	2,313	1,347	0	2,854	3,363	5,359	2,996	1,765	2,578	3,132
611	Solid Waste Capital	4,720	6,900	5,654	2,527	0	0	0	0	234	210	279	469	169	114	1,211
620	Water Works Operations	0	0	4,199	16,705	0	24,504	66,840	19,115	6,735	4,545	10,309	6,453	11,007	30,010	31,293
621	WW SRLF Eq Repl Cost	0	1,492	1,030	0	0	0	0	0	0	0	0	0	0	0	0
622	Water Works Capital	6,028	19,015	12,121	4,728	0	18,885	13,230	4,240	1,977	1,909	6,523	13,709	11,944	21,149	25,902
623	WW 1997 Bond Capital	42,322	58,644	14,492	0	104,552	103,801	1,401	0	10,555	1,764	11,241	16,550	1,731	544	0
624	Water Works Customer Deposit	23,275	14,037	18,675	42,571	56,031	55,497	47,733	11,514	4,960	3,971	6,864	4,861	4,997	10,564	14,196
625	WW 1993 Sinking Fund	41,628	9,710	0	55,524	65,651	57,907	50,215	4,094	5,260	4,581	3,961	2,064	2,535	6,268	7,299
626	Water Works Bond Reserve	0	0	0	0	0	0	0	0	162	606	3,221	4,767	5,391	8,258	15,039
628	WW SRLF Rev Bd Reserve	28,516	0	0	0	0	0	0	0	0	0	0	0	0	0	0
629	WW Resv O&M Fund	28,712	17,524	22,441	51,489	70,518	71,887	60,947	15,165	8,691	7,206	9,729	6,927	7,079	15,609	22,367
640	Sewer Repair Insurance	851	1,187	1,004	1,529	145	5,967	6,164	2,314	1,710	2,179	5,003	4,204	4,907	11,145	16,006
641	Sewage Works Operations	0	0	8,743	41,178	68,139	221,041	282,825	68,581	24,711	19,879	16,545	16,604	20,498	58,066	105,065
642	Sewage Works Capital	41,628	9,710	0	55,524	80,013	75,937	2,687	0	1,577	13,101	46,026	26,316	17,278	46,366	72,469
643	Sewage Works Resv - O&M	50,135	33,892	43,577	93,871	124,089	140,000	118,399	27,752	10,034	8,429	15,457	11,036	11,635	25,652	40,590
644	Sewer Water Leak Ins. Fund	0	0	0	0	1,604	1,161	464	0	0	0	0	0	0	0	0
645	2004-2006 Sewer Bonds	0	0	39,942	232,890	235,216	97,408	1,868	0	97	12	0	0	0	0	0
646	Sewage Rev Bond Reserve	20,593	12,058	14,714	0	0	0	0	0	0	0	0	0	0	0	0
647	2007 Sewer Bond	0	0	0	0	0	202,306	278,351	36,998	3,595	1,352	202	42	3	3	0
649	Sewage Works Bond Sinking	50,268	14,642	11,027	22,438	44,831	29,886	129	0	6,167	6,987	14,736	10,232	12,563	30,784	37,633
650	Clay Sewage Works Operations	16,055	11,787	14,070	31,648	43,527	44,421	38,408	8,481	2	2	3	2	0	0	0
651	2007B Sewer Bond	0	0	0	0	0	0	469,876	142,314	30,308	2,989	575	69	0	0	0
653	Sewage Works Debt Service Reserve	0	0	0	0	0	0	0	0	14,267	4,901	30,127	3	3	3	6,009
655	Project ReLeaf	0	0	0	0	0	0	0	0	2,312	2,111	4,230	2,914	3,642	7,334	7,978
656	Sewage SRLF Rev Bd Resv	37,669	22,055	26,915	0	0	0	0	0	0	0	0	0	0	0	0
657	Sewg SRLF EP Repl Cost Resv	39,391	29,869	38,028	83,441	11,580	0	0	0	0	0	0	0	0	0	0
658	2010 Sewer Bond	0	0	0	0	0	0	0	0	0	18,528	4,348	216	6	0	0
659	2011 Sewer Bond	0	0	0	0	0	0	0	0	0	8,738	91,421	30,970	20,589	5,103	1,961
661	2012 Sewer Bond	0	0	0	0	0	0	0	0	0	0	0	65,016	60,972	110,899	96,669
664	2013A Sewer Bonds Refunds	0	0	0	0	0	0	0	0	0	0	0	7	15	32	32
666	2015 Sewer Bond	0	0	0	0	0	0	0	0	0	0	0	0	0	114	114
670	Century Center	4,013	2,359	551	279	916	972	8,736	21,304	7,288	1,839	228	3,079	0	0	0
671	Century Center Capital	0	0	0	0	0	0	0	0	0	0	365	315	328	809	932
672	Century Center Energy Savings Bond	0	0	0	0	0	0	0	0	0	0	0	0	0	32	163,589
677	Hall of Fame Capital	0	0	0	0	0	22,317	24,403	6,277	4,024	2,910	3,906	2,416	2,145	3,767	4,699
701	Fire Pension	16,161	13,522	17,393	36,175	28,062	11,298	33,589	6,346	5,532	4,330	4,740	2,918	1,690	3,275	2,889
702	Police Pension	16,544	12,567	15,595	26,822	23,695	3,949	44,011	8,639	7,340	5,510	6,904	5,432	3,308	5,842	6,841
705	K-9 Unit	0	0	0	0	0	0	0	0	4	6	11	7	8	25	34
711	Self-Funded Employee Benefits	8,999	0	14,667	61,414	91,183	110,237	169,758	50,616	34,807	27,732	42,730	25,351	18,112	34,136	50,896
713	Unemployment Comp Fund	0	0	0	0	0	0	0	0	0	81	101	524	822	1,747	2,617
730	City Cemetery Trust	545	360	465	1,106	828	1,690	1,474	357	150	118	202	138	118	201	267
	<b>Total Interest</b>	<b>\$1,296,410</b>	<b>\$861,968</b>	<b>\$1,357,297</b>	<b>\$3,392,461</b>	<b>\$5,132,272</b>	<b>\$7,010,895</b>	<b>\$6,281,342</b>	<b>\$1,348,289</b>	<b>\$809,279</b>	<b>\$643,643</b>	<b>\$1,474,283</b>	<b>\$1,119,139</b>	<b>\$1,025,058</b>	<b>\$1,769,437</b>	<b>\$2,359,164</b>
	(1) includes NE TIF and Douglas Road TIF repayment of interest on advances from Major Moves.															

**City of South Bend Administration & Finance Policy Manual**



**2.3.1 Cash Reserve Procedure**  
**Effective: January 1, 2010**  
**Revised January 1, 2013, January 1, 2014, January 1, 2016 and January 1, 2017**

**Purpose:** This procedure defines the cash reserve practices for the City of South Bend.

**Scope:** This statement applies to all governmental units, enterprise operations, and operations of the City of South Bend.

**Responsibility:** This policy is the responsibility of the Controller of the City of South Bend. Changes or revisions to this policy are affected only with the consent and approval of the Controller.

**Effective Date:** This policy is effective January 1, 2010.

**1.0 Procedure Statement**

The City of South Bend has established the following cash reserve guidelines. Cash reserves are defined as cash balances on hand less outstanding encumbrances.

Fund	Fund Name	Cash Reserve Policy
101	General Fund	35% of annual expenditures
102	Rainy Day Fund	3% contingency of total expenditures in prior year
103	Excess Levy Fund	No reserve requirement
201	Parks & Recreation Fund	25% of annual expenditures
202	Motor Vehicle Highway Fund	25% of annual expenditures
203	Recreation – Nonreverting Fund	25% of annual expenditures
209	Studebaker/Oliver Reverting Grants Fund	No reserve requirement
210	Department of Community Investment State Grants Fund	No reserve requirement
211	Department of Community Investment Administration Fund	25% of annual expenditures
212	DCI Grant Fund	No reserve requirement
216	Police State Seizures Fund	25% of annual expenditures
217	Gift, Donation, Bequest Fund	No reserve requirement
218	Police Curfew Violations Fund	25% of annual expenditures
219	Unsafe Building Fund	25% of annual expenditures
220	Law Enforcement Continuing Education Fund	25% of annual expenditures
221	Landlord Registration Fund	No reserve requirement
222	Central Services Fund	25% of annual expenditures, excluding utilities
224	Central Services Capital Fund	No reserve requirement
226	Liability Insurance Fund	50% of annual expenditures
227	Loss Recovery Fund	No reserve requirement
244	Emergency Telephone Fund	No reserve requirement
249	Public Safety LOIT Fund	8% of annual expenditures – 1 month of expenditures
251	Local Roads & Streets Fund	25% of annual expenditures
252	Excess Welfare Distribution Fund	No reserve requirement
258	Human Rights – Federal Grants Fund	25% of annual expenditures
265	Local Road and Bridge Matching Grant Fund	No reserve requirement
271	East Race Waterway Fund	No reserve requirement

Fund	Fund Name	Cash Reserve Policy
273	Morris Performing Arts Center/Palais Royale Marketing Fund	25% of annual expenditures
278	Take Home Vehicle Police Fund	\$750,000
279	Innovation/IT/311 Call Center Fund	No reserve requirement
280	Police Block Grants Fund	No reserve requirement
281	Economic Development Commission – Revenue Bonds Fund	No reserve requirement
287	EMS Capital Fund	25% of annual expenditures
288	EMS Operating Fund	25% of annual expenditures
289	HAZMAT Fund	25% of annual expenditures
291	Indiana River Rescue Fund	25% of annual expenditures
292	Police Grants Fund	No reserve requirement
294	Regional Police Academy Fund	25% of annual expenditures
295	COPS More Grant Fund	No reserve requirement
299	Police Federal Drug Enforcement Grant	25% of annual expenditures
313	Hall of Fame Debt Service Fund	No reserve requirement
315	Airport 2003 Debt Reserve Fund	100% of debt service reserve per bond covenants
317	Coveleski Bond Debt Reserve Fund	100% of debt service reserve per bond covenants
319	Redevelopment Bond – Blackthorn Golf Fund	100% of debt service reserve per bond covenants
324	TIF Revenue – River West Fund	25% of annual expenditures
328	SBCDA 2003 Debt Reserve Fund	100% debt service reserve per bond covenants
377	Professional Sports Development Fund	No reserve requirement
401	Coveleski Stadium Capital Fund	No reserve requirement
403	Zoo Endowment Fund	No reserve requirement
404	County Option Income Tax Fund	50% of annual expenditures
405	Park Nonreverting Capital Fund	25% of annual expenditures
406	Cumulative Capital Development Fund	25% of annual expenditures
407	Cumulative Capital Improvement Fund	25% of annual expenditures
408	Economic Development Income Tax Fund	50% of annual expenditures
410	Urban Development Action Grant (UDAG) Fund	No reserve requirement
412	Major Moves Construction Fund	No reserve requirement
416	Morris Performing Arts Center Capital Fund	25% of annual expenditures
422	TIF District – West Washington Fund	25% of annual expenditures
425	TIF Leighton Plaza Fund	25% of annual expenditures
429	TIF River East District Fund	25% of annual expenditures
430	TIF Southside Development Area #1 Fund	25% of annual expenditures
432	TIF Southside Development Area #3 – Erskine Village Fund	25% of annual expenditures
433	Redevelopment Administration General Fund	25% of annual expenditures
434	CRED Fund	No reserve requirement
435	TIF – Douglas Road Fund	10% of annual expenditures
436	TIF – River East Residential Fund	25% of annual expenditures
439	Certified Technology Park Fund	No reserve requirement
450	Palais Royale Historic Preservation Fund	25% of annual expenditures
454	Airport Urban Enterprise Zone Fund	No reserve requirement
600	Consolidated Building Department Fund	25% of annual expenditures
601	Parking Garages Fund	25% of annual expenditures
610	Solid Waste Operations Fund	10% of annual expenditures
611	Solid Waste Capital Fund	No reserve requirement
620	Water Works Operations Fund	5% of annual expenditures
622	Water Works Capital Fund	No reserve requirement
624	Water Works Customer Deposit Fund	100% cash reserves for customer deposits
625	Water Works Sinking Fund	100% cash reserves per bond covenants

Fund	Fund Name	Cash Reserve Policy
626	Water Works Bond Reserve Fund	100% cash reserves per bond covenants
629	Water Works Reserve – O & M Fund	16.67% of annual operating expenses in fund 620, net of transfers
640	Sewer Repair Insurance Fund	25% of annual expenditures
641	Sewage Works Operations Fund	5% of annual expenditures
642	Sewage Works Capital Fund	No reserve requirement
643	Sewage Works Reserve – O & M Fund	16.67% of annual operating expenses in fund 641, net of transfers
649	Sewage Works Sinking Fund	100% cash reserves per bond covenants
653	Sewage Works Debt Service Reserve Fund	100% cash reserves per bond covenants
655	Project ReLeaf Fund	25% of annual expenditures
670	Century Center Fund	25% of annual expenditures
671	Century Center Capital Fund	\$800,000 Reserve
672	Century Center Energy Conservation Bond Fund	No reserve requirement
677	Hall of Fame Capital Fund	No reserve requirement
701	Firefighters Pension Fund	10% of annual expenditures
702	Police Pension Fund	10% of annual expenditures
703	Police/Fire 1977 State Pension Fund	100% cash reserves – trust & agency funds
705	Police K-9 Unit Fund	25% of annual expenditures
709	Payroll Fund	100% cash reserves – trust & agency funds
711	Self-Funded Employee Benefits	25% of annual expenditures
712	Public Employees Retirement Fund	100% cash reserves – trust & agency funds
713	Unemployment Compensation Fund	25% of annual expenditures
718	State Tax Deduction Fund	100% cash reserves – trust & agency funds
725	Morris / Palais Box Office Fund	100% cash reserves – trust & agency funds
726	Police Distributions Payable	100% cash reserves – trust & agency funds
730	City Cemetery Trust	25% of annual expenditures
---	Water & Sewer Bond Funds	No reserve requirement
750	Equipment/Vehicle Leasing	100% cash reserves per bond covenants
751	Parks Bond Capital	100% cash reserves per bond covenants
752	South Bend Redevelopment Authority	100% cash reserves per bond covenants
753	Smart Streets Bond Capital	100% cash reserves per bond covenants
754	Industrial Revolving Fund	No City reserve requirement; there are program requirements
755	South Bend Building Corporation	100% cash reserves per bond covenants
756	Smart Streets Debt Service	100% cash reserves per bond covenants
757	Parks Bond Debt Service	100% cash reserves per bond covenants
758	Erskine Village Debt Service	100% cash reserves per bond covenants

**City of South Bend**  
**Cash Reserves Summary by Fund Status**  
**December 31, 2016**

Fund	Fund Name	Cash Balance	Outstanding Encumbrances	Available Cash	Cash Reserve Requirement	Variance	Actual Percentage of Budget	Notes	Threshold	Measurement	Cash Reserve Policy
<b><u>Insufficient Balances</u></b>											
404	COUNTY OPTION INCOME TAX	8,952,976.96	1,241,185.91	7,711,791.05	7,920,724.00	(208,932.95)	49%	✗ Slightly less than reserve target	50%	Annual expenditures	
610	SOLID WASTE OPERATIONS	193,379.68	33,584.46	159,795.22	586,741.20	(426,945.98)	3%	✗ Low cash reserves	10%	Annual expenditures	
701	FIREFIGHTERS PENSION	167,603.13	0.00	167,603.13	546,484.30	(378,881.17)	3%	✗ Spend down of cash reserves	10%	Annual expenditures	
		<b>9,313,959.77</b>	<b>1,274,770.37</b>	<b>8,039,189.40</b>	<b>9,053,949.50</b>	<b>(1,014,760.10)</b>					
<b><u>Meets or Exceeds Requirements</u></b>											
101	GENERAL FUND	34,439,800.86	1,380,035.57	33,059,765.29	16,535,388.90	16,524,376.39	60%	✓ Property taxes received in June & Dec	30%	Annual expenditures - higher due to property tax delays	
102	RAINY DAY FUND	10,186,252.90	0.00	10,186,252.90	8,805,170.67	1,381,082.23	3%	✓	3%	Total expenditures in previous fiscal year-contingency	
201	PARKS & RECREATION	4,499,169.20	76,858.06	4,422,311.14	2,840,864.75	1,581,446.39	39%	✓	25%	Annual expenditures	
202	MOTOR VEHICLE HIGHWAY	6,134,408.33	821,397.60	5,313,010.73	2,744,352.25	2,568,658.48	48%	✓ Property taxes received in June & Dec	25%	Annual expenditures	
203	RECREATION - NONREVERTING	810,263.95	13,079.63	797,184.32	364,938.50	432,245.82	55%	✓	25%	Annual expenditures	
211	DCI ADMINISTRATION FUND	1,362,801.16	54,442.37	1,308,358.79	671,828.25	636,530.54	49%	✓	25%	Annual expenditures	
216	POLICE STATE SEIZURES	217,645.81	0.00	217,645.81	9,000.00	208,645.81	605%	✓	25%	Annual expenditures	
218	POLICE CURFEW VIOLATIONS	12,565.57	0.00	12,565.57	250.00	12,315.57	1257%	✓	25%	Annual expenditures	
219	UNSAFE BUILDING	371,734.60	7,988.68	363,745.92	237,874.25	125,871.67	38%	✓	25%	Annual expenditures	
220	LAW ENFORCEMENT CONTINUING EDUCATION	837,761.81	54,921.59	782,840.22	185,877.00	596,963.22	105%	✓	25%	Annual expenditures	
221	LANDLORD REGISTRATION	1,225.00	0.00	1,225.00	0.00	1,225.00	100%	✓ New fund, will begin activity in 2017	0%	No reserve requirement yet	
222	CENTRAL SERVICES	1,422,166.38	(144,003.10)	1,566,169.48	1,005,449.50	560,719.98	39%	✓	25%	Annual expenditures, excluding utility accounting	
226	LIABILITY INSURANCE	4,608,144.98	29,994.54	4,578,150.44	1,560,174.00	3,017,976.44	147%	✓	50%	Annual expenditures	
249	PUBLIC SAFETY L.O.I.T.	940,622.30	0.00	940,622.30	528,050.08	412,572.22	14%	✓	8%	Annual expenditures - one month reserve	
251	LOCAL ROADS & STREETS	2,830,555.91	596,543.78	2,234,012.13	566,986.00	1,667,026.13	99%	✓	25%	Annual expenditures	
258	HUMAN RIGHTS - FEDERAL GRANT	480,138.78	6,377.39	473,761.39	55,459.50	418,301.89	214%	✓	25%	Annual expenditures	
273	MORRIS PAC/PALAIS ROYALE MARKETING	47,096.06	3,675.00	43,421.06	4,719.50	38,701.56	230%	✓	25%	Annual expenditures	
278	TAKE HOME VEHICLE POLICE	752,990.68	0.00	752,990.68	2,500.00	750,490.68	7530%	✓	25%	Annual expenditures	
287	EMS / FIRE DEPARTMENT CAPITAL	3,630,204.00	1,458,321.00	2,171,883.00	795,096.50	1,376,786.50	68%	✓	25%	Annual expenditures	
288	EMS / FIRE DEPARTMENT OPERATING	1,758,960.70	17,411.20	1,741,549.50	1,535,160.75	206,388.75	28%	✓	25%	Annual expenditures	
289	HAZMAT	26,779.25	431.00	26,348.25	2,500.00	23,848.25	263%	✓	25%	Annual expenditures	
291	INDIANA RIVER RESCUE	142,046.64	1,049.17	140,997.47	26,325.00	114,672.47	134%	✓	25%	Annual expenditures	
294	REGIONAL POLICE ACADEMY	76,088.88	0.00	76,088.88	5,625.00	70,463.88	338%	✓	25%	Annual expenditures	
299	POLICE FEDERAL DRUG ENFORCEMENT	226,058.24	34,337.41	191,720.83	42,241.25	149,479.58	113%	✓	25%	Annual expenditures	
315	AIRPORT 2003 DEBT RESERVE	1,038,904.00	0.00	1,038,904.00	1,038,904.00	0.00	100%	✓	100%	100% debt service reserve per bond covenants	
317	COVELESKI BOND DEBT RESERVE	512,561.19	0.00	512,561.19	512,561.19	0.00	100%	✓	100%	100% debt service reserve per bond covenants	
319	REDEVELOPMENT BOND - BLACKTHORN GOLF	0.00	0.00	0.00	0.00	0.00	100%	✓	100%	100% debt service reserve per bond covenants	
324	RIVER WEST TIF (AIRPORT TIF)	32,516,122.58	7,618,883.74	24,897,238.84	11,125,519.25	13,771,719.59	58%	✓	25%	Annual expenditures	
328	SBCDA 2003 DEBT RESERVE	1,735,840.00	0.00	1,735,840.00	1,735,840.00	0.00	100%	✓	100%	100% debt service reserve per bond covenants	
377	PROFESSIONAL SPORTS DEVELOPMENT	397,351.22	0.00	397,351.22	209,513.00	187,838.22	47%	✓	25%	Annual expenditures	
405	PARK NONREVERTING CAPITAL	310,766.39	83,023.54	227,742.85	120,773.75	106,969.10	47%	✓	25%	Annual expenditures	
406	CUMULATIVE CAPITAL DEVELOPMENT	580,421.25	0.00	580,421.25	131,684.25	448,737.00	110%	✓	25%	Annual expenditures	
407	CUMULATIVE CAPITAL IMPROVEMENT	378,315.30	0.00	378,315.30	92,062.50	286,252.80	103%	✓	25%	Annual expenditures	
408	ECONOMIC DEVELOPMENT INCOME TAX	11,156,844.80	503,462.42	10,653,382.38	5,280,090.50	5,373,291.88	101%	✓	50%	Annual expenditures	
416	MORRIS PERFORMING ARTS CENTER CAPITAL	589,941.59	8,643.89	581,297.70	19,730.75	561,566.95	737%	✓	25%	Annual expenditures	
422	TIF DISTRICT - WEST WASHINGTON	1,961,420.24	303,291.69	1,658,128.55	350,841.50	1,307,287.05	118%	✓	25%	Annual expenditures	
425	TIF LEIGHTON PLAZA	186,841.18	0.00	186,841.18	42,601.50	144,239.68	110%	✓	25%	Annual expenditures	
429	RIVER EAST DEV TIF (NORTHEAST TIF)	7,877,103.48	2,802,694.59	5,074,408.89	2,083,789.75	2,990,619.14	61%	✓	25%	Annual expenditures	
430	TIF SOUTHSIDE DEVELOPMENT AREA #1	4,622,740.70	917,423.72	3,705,316.98	1,852,953.75	1,852,363.23	50%	✓	25%	Annual expenditures	
432	TIF SSDA #3 - ERSKINE VILLAGE	4,859,161.43	0.00	4,859,161.43	122,625.75	4,736,535.68	991%	✓	25%	Annual expenditures	
433	REDEVELOPMENT ADMINISTRATION GENERAL	8,454.50	0.00	8,454.50	1,125.00	7,329.50	188%	✓	25%	Annual expenditures	
435	TIF - DOUGLAS ROAD	156,762.28	4,216.00	152,546.28	35,420.00	117,126.28	43%	✓	10%	Annual expenditures	
436	RIVER EAST RESIDENTIAL (NE RES TIF)	2,396,795.09	231.00	2,396,564.09	857,500.00	1,539,064.09	70%	✓	25%	Annual expenditures	
450	PALAIS ROYALE HISTORIC PRESERVATION	92,927.31	0.00	92,927.31	0.00	92,927.31	100%	✓	25%	Annual expenditures	
600	CONSOLIDATED BUILDING DEPARTMENT	2,618,868.84	27,459.75	2,591,409.09	936,119.25	1,655,289.84	69%	✓	25%	Annual expenditures	
601	PARKING GARAGES	970,410.41	252,384.48	718,025.93	348,367.75	369,658.18	52%	✓	25%	Annual expenditures	
620	WATER WORKS OPERATIONS	3,808,862.26	594,367.02	3,214,495.24	852,382.85	2,362,112.39	19%	✓	5%	Annual expenditures	
624	WATER WORKS CUSTOMER DEPOSIT	1,544,419.72	0.00	1,544,419.72	1,544,419.72	0.00	100%	✓	100%	100% cash reserves for customer deposits	
626	WATER WORKS BOND RESERVE	1,427,621.75	0.00	1,427,621.75	1,427,621.75	0.00	100%	✓	100%	100% cash reserves per bond covenants and Crowe Horwath	
629	WATER WORKS RESERVE - O & M	2,462,727.68	0.00	2,462,727.68	2,462,727.45	0.23	17%	✓	17%	Annual operating expenses in Fund 620, net of transfers	
640	SEWER REPAIR INSURANCE	1,756,338.19	5,645.19	1,750,693.00	148,603.25	1,602,089.75	295%	✓	25%	Annual expenditures	
641	SEWAGE WORKS OPERATIONS	13,315,704.43	4,102,306.95	9,213,397.48	2,004,871.90	7,208,525.58	23%	✓	5%	Annual expenditures	
643	SEWAGE WORKS RESERVE - O & M	4,636,374.15	0.00	4,636,374.15	4,575,374.23	60,999.92	17%	✓	17%	Annual operating expenses in Fund 641, net of transfers	
653	SEWAGE WORKS DEBT SERVICE RESERVE	4,111,632.77	0.00	4,111,632.77	4,111,632.77	0.00	100%	✓	100%	100% cash reserves per bond covenants and Crowe Horwath	
655	PROJECT RELIEF	873,267.36	0.00	873,267.36	132,089.50	741,177.86	165%	✓	25%	Annual expenditures	
670	CENTURY CENTER	1,380,151.06	0.00	1,380,151.06	1,079,736.00	300,415.06	32%	✓	25%	Annual expenditures	
671	CENTURY CENTER CAPITAL	865,986.47	0.00	865,986.47	800,000.00	65,986.47	459%	✓	\$800,000	Minimum per Board of Managers	
702	POLICE PENSION	792,699.67	0.00	792,699.67	679,739.80	112,959.87	12%	✓	10%	Annual expenditures	
703	POLICE/FIRE 1977 STATE PENSION	0.00	0.00	0.00	0.00	0.00	100%	✓	100%	100% cash reserves - trust & agency funds	
705	POLICE K-9 UNIT	2,858.81	0.00	2,858.81	505.00	2,353.81	142%	✓	25%	Annual expenditures	
709	PAYROLL FUND	0.00	0.00	0.00	0.00	0.00	100%	✓	100%	100% cash reserves - trust & agency funds	
711	SELF-FUNDED EMPLOYEE BENEFITS	6,732,053.07	7,349.85	6,724,703.22	4,344,722.50	2,379,980.72	39%	✓	25%	Annual expenditures	
712	PUBLIC EMPLOYEES RETIREMENT FUND	0.00	0.00	0.00	0.00	0.00	100%	✓	100%	100% cash reserves - trust & agency funds	

**City of South Bend**  
**Cash Reserves Summary by Fund Status**  
**December 31, 2016**

Fund	Fund Name	Cash Balance	Outstanding Encumbrances	Available Cash	Cash Reserve Requirement	Variance	Actual Percentage of Budget	Notes	Threshold	Measurement	Cash Reserve Policy
713	UNEMPLOYMENT COMP FUND	286,605.12	15,400.00	271,205.12	28,470.50	242,734.62	238%		25%	Annual expenditures	
718	STATE TAX DEDUCTION FUND	420,884.85	0.00	420,884.85	420,884.85	0.00	100%		100%	100% cash reserves - trust & agency funds	
725	MORRIS / PALAIS BOX OFFICE	1,692,774.45	0.00	1,692,774.45	1,692,774.45	0.00	100%		100%	100% cash reserves - trust & agency funds	
726	POLICE DISTRIBUTIONS PAYABLE	817,116.37	0.00	817,116.37	817,116.37	0.00	100%		100%	100% cash reserves - trust & agency funds	
730	CITY CEMETERY TRUST	28,808.24	0.00	28,808.24	5,000.00	23,808.24	144%		25%	Annual expenditures	
		<b>197,740,922.19</b>	<b>21,659,644.72</b>	<b>176,081,277.47</b>	<b>92,552,527.97</b>	<b>83,528,749.50</b>					
	<b>No Reserve Requirements</b>										
103	EXCESS LEVY	0.00	0.00	0.00	0.00	0.00	100%		0%	No reserve requirement	
209	STUDEBAKER/OLIVER REVERTING GRANTS	855,243.08	439,393.03	415,850.05	0.00	415,850.05	100%		0%	No reserve requirement	
210	DEPT COMMUNITY INVESTMENT STATE GRANTS	351,059.76	437,745.00	(86,685.24)	0.00	(86,685.24)	100%	To be reimbursed by grant receipts	0%	No reserve requirement	
212	DCI GRANT FUND	241,313.48	2,201,839.28	(1,960,525.80)	0.00	(1,960,525.80)	100%	To be reimbursed by grant receipts	0%	Grant fund - reimbursement grants - no reserves	
217	GIFT, DONATION, BEQUEST	116,795.54	0.00	116,795.54	0.00	116,795.54	100%		0%	No reserve requirement	
224	CENTRAL SERVICES CAPITAL	112,182.39	39,325.24	72,857.15	0.00	72,857.15	100%		0%	No reserve required	
227	LOSS RECOVERY FUND	970,744.40	98,674.92	872,069.48	0.00	872,069.48	100%		0%	No reserve requirement	
244	EMERGENCY PHONE SYSTEM	33,670.74	0.00	33,670.74	0.00	33,670.74	100%		0%	No reserve requirement	
252	EXCESS WELFARE DISTRIBUTION	8.07	0.00	8.07	0.00	8.07	100%		0%	No reserve requirement	
257	LOIT 2016 SPECIAL DISTRIBUTION	4,025,066.15	627,456.62	3,397,609.53	0.00	3,397,609.53	100%		0%	No reserve requirement	
271	EASTRACE WATERWAY	1,347.49	0.00	1,347.49	0.00	1,347.49	100%		0%	No reserve requirement	
279	311 CALL CENTER	0.00	7,602.82	(7,602.82)	0.00	(7,602.82)	100%	Will be reimbursed through inter-fund xfr	0%	No reserve requirement	
280	POLICE BLOCK GRANTS	3,886.13	0.00	3,886.13	0.00	3,886.13	100%		0%	No reserve requirement	
281	REDEVELOPMENT COMMISSION - REV BONDS	27,617.40	0.00	27,617.40	0.00	27,617.40	100%		0%	No reserve requirement	
292	POLICE GRANTS	76,628.30	10,805.00	65,823.30	0.00	65,823.30	100%		0%	No reserve requirement	
295	COPS MORE GRANT	237,467.84	63,467.20	174,000.64	0.00	174,000.64	100%		0%	No reserve requirement	
313	HALL OF FAME DEBT SERVICE	289,757.19	0.00	289,757.19	0.00	289,757.19	100%	Will be reimbursed from property taxes	0%	No reserve requirement	
401	COVELESKI STADIUM CAPITAL	90,551.22	0.00	90,551.22	0.00	90,551.22	100%		0%	No reserve requirement	
403	ZOO ENDOWMENT	49,907.32	0.00	49,907.32	0.00	49,907.32	100%		0%	No reserve requirement	
410	URBAN DEVELOPMENT ACTION GRANT (UDAG)	592,586.29	0.00	592,586.29	0.00	592,586.29	100%		0%	No reserve requirement	
412	MAJOR MOVES CONSTRUCTION	2,364,526.18	970,707.44	1,393,818.74	0.00	1,393,818.74	100%		0%	No reserve requirement	
434	CRED FUND	0.00	0.00	0.00	0.00	0.00	100%		0%	No reserve requirement	
439	CERTIFIED TECHNOLOGY PARK	2,150,819.46	0.00	2,150,819.46	0.00	2,150,819.46	100%		0%	No reserve required	
454	AIRPORT URBAN ENTERPRISE_ZONE	383,165.85	0.00	383,165.85	0.00	383,165.85	100%		0%	No reserve required	
611	SOLID WASTE CAPITAL	336,509.27	0.00	336,509.27	0.00	336,509.27	100%		0%	No reserve requirement	
622	WATER WORKS CAPITAL	2,587,992.98	422,466.00	2,165,526.98	0.00	2,165,526.98	100%		0%	No reserve requirement	
625	WATER WORKS SINKING FUND	50,166.72	0.00	50,166.72	0.00	50,166.72	100%		0%	No Reserves - transfer from operating account for debt service as needed	
642	SEWAGE WORKS CAPITAL	7,218,344.95	3,198,454.54	4,019,890.41	0.00	4,019,890.41	100%		0%	No Reserves - transfer from operating account as needed	
645	2006 SEWER BOND	0.00	0.00	0.00	0.00	0.00	100%		0%	Bond fund - spend down to zero - no reserves	
647	2007 SEWER BOND	0.00	0.00	0.00	0.00	0.00	100%		0%	Bond fund - spend down to zero - no reserves	
649	SEWAGE WORKS BOND SINKING	815,812.83	0.00	815,812.83	0.00	815,812.83	100%		0%	No Reserves - transfer from operating account for debt service as needed	
651	2007B SEWER BOND	0.00	0.00	0.00	0.00	0.00	100%		0%	Bond fund - spend down to zero - no reserves required	
658	2010 SEWER BOND	0.00	0.00	0.00	0.00	0.00	100%		0%	Bond fund - spend down to zero - no reserves required	
659	2011 SEWER BOND	51,687.30	11,617.29	40,070.01	0.00	40,070.01	100%		0%	Bond fund - spend down to zero - no reserves required	
661	2012 SEWER BOND	2,886,888.68	2,010,363.71	876,524.97	0.00	876,524.97	100%		0%	Bond fund - spend down to zero - no reserves required	
664	2013A SEWER REFUNDING BOND	0.00	0.00	0.00	0.00	0.00	100%		0%	Bond fund - spend down to zero - no reserves required	
666	2015 SEWER BOND	0.00	0.00	0.00	0.00	0.00	100%		0%	Bond fund - spend down to zero - no reserves required	
672	CENTURY CENTER ENERGY SAVINGS	57,165.27	0.00	57,165.27	0.00	57,165.27	100%		0%	No reserve required	
677	HALL OF FAME CAPITAL FUND	495,531.00	1,090.49	494,440.51	0.00	494,440.51	100%		0%	No reserve requirement	
		<b>27,474,443.28</b>	<b>10,541,008.58</b>	<b>16,933,434.70</b>	<b>0.00</b>	<b>16,933,434.70</b>					
	<b>City Operations Total</b>	<b>234,529,325.24</b>	<b>33,475,423.67</b>	<b>201,053,901.57</b>	<b>101,606,477.47</b>	<b>99,447,424.10</b>					

**City of South Bend**  
**Cash Reserves Summary by Fund**  
**December 31, 2016**

Fund	Fund Name	Cash Balance	Outstanding Encumbrances	Available Cash	Cash Reserve Requirement	Variance	Actual Percentage of Budget	Notes	Threshold	Measurement	Cash Reserve Policy
<b>City Controlled Funds</b>											
<b>General Fund</b>											
101	GENERAL FUND	34,439,800.86	1,380,035.57	33,059,765.29	16,535,388.90	16,524,376.39	60%	Property taxes received in June & Dec	30%	Annual expenditures - higher due to property tax delays	
<b>Special Revenue Funds</b>											
102	RAINY DAY FUND	10,186,252.90	0.00	10,186,252.90	8,805,170.67	1,381,082.23	3%		3%	Total expenditures in previous fiscal year-contingency	
103	EXCESS LEVY	0.00	0.00	0.00	0.00	0.00	100%		0%	No reserve requirement	
201	PARKS & RECREATION	4,499,169.20	76,858.06	4,422,311.14	2,840,864.75	1,581,446.39	39%	Property taxes received in June & Dec	25%	Annual expenditures	
202	MOTOR VEHICLE HIGHWAY	6,134,408.33	821,397.60	5,313,010.73	2,744,352.25	2,568,658.48	48%		25%	Annual expenditures	
203	RECREATION - NONREVERTING	810,263.95	13,079.63	797,184.32	364,938.50	432,245.82	55%		25%	Annual expenditures	
209	STUDEBAKER/OLIVER REVERTING GRANTS	855,243.08	439,393.03	415,850.05	0.00	415,850.05	100%		0%	No reserve requirement	
210	DEPT COMMUNITY INVESTMENT STATE GRANTS	351,059.76	437,745.00	(86,685.24)	0.00	(86,685.24)	100%	To be reimbursed by grant receipts	0%	No reserve requirement	
211	DCI ADMINISTRATION FUND	1,362,801.16	54,442.37	1,308,358.79	671,828.25	636,530.54	49%		25%	Annual expenditures	
212	DCI GRANT FUND	241,313.48	2,201,839.28	(1,960,525.80)	0.00	(1,960,525.80)	100%	To be reimbursed by grant receipts	0%	Grant fund - reimbursement grants - no reserves	
216	POLICE STATE SEIZURES	217,645.81	0.00	217,645.81	9,000.00	208,645.81	605%		25%	Annual expenditures	
217	GIFT, DONATION, BEQUEST	116,795.54	0.00	116,795.54	0.00	116,795.54	100%		0%	No reserve requirement	
218	POLICE CURFEW VIOLATIONS	12,565.57	0.00	12,565.57	250.00	12,315.57	12579%		25%	Annual expenditures	
219	UNSAFE BUILDING	371,734.60	7,988.68	363,745.92	237,874.25	125,871.67	38%		25%	Annual expenditures	
220	LAW ENFORCEMENT CONTINUING EDUCATION	837,761.81	54,921.59	782,840.22	185,877.00	596,963.22	105%		25%	Annual expenditures	
221	LANDLORD REGISTRATION	1,225.00	0.00	1,225.00	0.00	1,225.00	100%	New fund, will begin activity in 2017		No reserve requirement yet	
227	LOSS RECOVERY FUND	970,744.40	98,674.92	872,069.48	0.00	872,069.48	100%		0%	No reserve requirement	
244	EMERGENCY PHONE SYSTEM	33,670.74	0.00	33,670.74	0.00	33,670.74	100%		0%	No reserve requirement	
249	PUBLIC SAFETY L.O.I.T.	940,622.30	0.00	940,622.30	528,050.08	412,572.22	14%		8%	Annual expenditures - one month reserve	
251	LOCAL ROADS & STREETS	2,830,555.91	596,543.78	2,234,012.13	566,986.00	1,667,026.13	99%		25%	Annual expenditures	
252	EXCESS WELFARE DISTRIBUTION	8.07	0.00	8.07	0.00	8.07	100%		0%	No reserve requirement	
257	LOIT 2016 SPECIAL DISTRIBUTION	4,025,066.15	627,456.62	3,397,609.53	0.00	3,397,609.53	100%		0%	No reserve requirement	
258	HUMAN RIGHTS - FEDERAL GRANT	480,138.78	6,377.39	473,761.39	55,459.50	418,301.89	214%		25%	Annual expenditures	
271	EASTRACE WATERWAY	1,347.49	0.00	1,347.49	0.00	1,347.49	100%		0%	No reserve requirement	
273	MORRIS PAC/PALAIS ROYALE MARKETING	47,096.06	3,675.00	43,421.06	4,719.50	38,701.56	230%		25%	Annual expenditures	
279	311 CALL CENTER	0.00	7,602.82	(7,602.82)	0.00	(7,602.82)	100%	Will be reimbursed through inter-fund xfr	0%	No reserve requirement	
280	POLICE BLOCK GRANTS	3,886.13	0.00	3,886.13	0.00	3,886.13	100%		0%	No reserve requirement	
281	REDEVELOPMENT COMMISSION - REV BONDS	27,617.40	0.00	27,617.40	0.00	27,617.40	100%		0%	No reserve requirement	
289	HAZMAT	26,779.25	431.00	26,348.25	2,500.00	23,848.25	263%		25%	Annual expenditures	
291	INDIANA RIVER RESCUE	142,046.64	1,049.17	140,997.47	26,325.00	114,672.47	134%		25%	Annual expenditures	
292	POLICE GRANTS	76,628.30	10,805.00	65,823.30	0.00	65,823.30	100%		0%	No reserve requirement	
294	REGIONAL POLICE ACADEMY	76,088.88	0.00	76,088.88	5,625.00	70,463.88	338%		25%	Annual expenditures	
295	COPS MORE GRANT	237,467.84	63,467.20	174,000.64	0.00	174,000.64	100%		0%	No reserve requirement	
299	POLICE FEDERAL DRUG ENFORCEMENT	226,058.24	34,337.41	191,720.83	42,241.25	149,479.58	113%		25%	Annual expenditures	
404	COUNTY OPTION INCOME TAX	8,952,976.96	1,241,185.91	7,711,791.05	7,920,724.00	(208,932.95)	49%	Slightly less than reserve target	50%	Annual expenditures - higher due to bonding and rating agencies	
408	ECONOMIC DEVELOPMENT INCOME TAX	11,156,844.80	503,462.42	10,653,382.38	5,280,090.50	5,373,291.88	101%		50%	Annual expenditures - higher due to bonding and rating agencies	
410	URBAN DEVELOPMENT ACTION GRANT (UDAG)	592,586.29	0.00	592,586.29	0.00	592,586.29	100%		0%	No reserve requirement	
655	PROJECT RELEAF	873,267.36	0.00	873,267.36	132,089.50	741,177.86	165%		25%	Annual expenditures	
705	POLICE K-9 UNIT	2,858.81	0.00	2,858.81	505.00	2,353.81	142%		25%	Annual expenditures	
<b>Total Special Revenue Funds</b>		<b>57,722,596.99</b>	<b>7,302,733.88</b>	<b>50,419,863.11</b>	<b>30,425,471.00</b>	<b>19,994,392.11</b>					
<b>Debt Service Fund</b>											
313	HALL OF FAME DEBT SERVICE	289,757.19	0.00	289,757.19	0.00	289,757.19	100%	Will be reimbursed from property taxes	0%	No reserve requirement	
<b>Capital Project Funds</b>											
377	PROFESSIONAL SPORTS DEVELOPMENT	397,351.22	0.00	397,351.22	209,513.00	187,838.22	47%	Fund balance declining as debt paid off	25%	Annual expenditures	
401	COVELESKI STADIUM CAPITAL	90,551.22	0.00	90,551.22	0.00	90,551.22	100%		0%	No reserve requirement	
403	ZOO ENDOWMENT	49,907.32	0.00	49,907.32	0.00	49,907.32	100%		0%	No reserve requirement	
405	PARK NONREVERTING CAPITAL	310,766.39	83,023.54	227,742.85	120,773.75	106,969.10	47%		25%	Annual expenditures	
406	CUMULATIVE CAPITAL DEVELOPMENT	580,421.25	0.00	580,421.25	131,684.25	448,737.00	110%		25%	Annual expenditures	
407	CUMULATIVE CAPITAL IMPROVEMENT	378,315.30	0.00	378,315.30	92,062.50	286,252.80	103%		25%	Annual expenditures	
412	MAJOR MOVES CONSTRUCTION	2,364,526.18	970,707.44	1,393,818.74	0.00	1,393,818.74	100%		0%	No reserve requirement	
416	MORRIS PERFORMING ARTS CENTER CAPITAL	589,941.59	8,643.89	581,297.70	19,730.75	561,566.95	737%		25%	Annual expenditures	
434	CRED FUND	0.00	0.00	0.00	0.00	0.00	100%		0%	No reserve requirement	
450	PALAIS ROYALE HISTORIC PRESERVATION	92,927.31	0.00	92,927.31	0.00	92,927.31	100%		25%	Annual expenditures	
677	HALL OF FAME CAPITAL FUND	495,531.00	1,090.49	494,440.51	0.00	494,440.51	100%		0%	No reserve requirement	
<b>Total Capital &amp; Debt Service Funds</b>		<b>5,639,995.97</b>	<b>1,063,465.36</b>	<b>4,576,530.61</b>	<b>573,764.25</b>	<b>4,002,766.36</b>					
<b>Enterprise Funds</b>											
287	EMS / FIRE DEPARTMENT CAPITAL	3,630,204.00	1,458,321.00	2,171,883.00	795,096.50	1,376,786.50	68%		25%	Annual expenditures	
288	EMS / FIRE DEPARTMENT OPERATING	1,758,960.70	17,411.20	1,741,549.50	1,535,160.75	206,388.75	28%		25%	Annual expenditures	
600	CONSOLIDATED BUILDING DEPARTMENT	2,618,868.84	27,459.75	2,591,409.09	936,119.25	1,655,289.84	69%		25%	Annual expenditures	
601	PARKING GARAGES	970,410.41	252,384.48	718,025.93	348,367.75	369,658.18	52%		25%	Annual expenditures	
610	SOLID WASTE OPERATIONS	193,379.68	33,584.46	159,795.22	586,741.20	(426,945.98)	3%	Low cash reserves	10%	Annual expenditures	
611	SOLID WASTE CAPITAL	336,509.27	0.00	336,509.27	0.00	336,509.27	100%		0%	No reserve requirement	

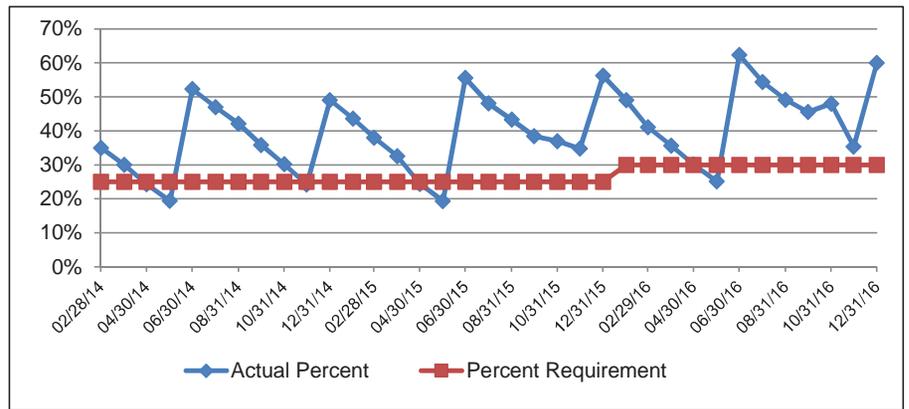
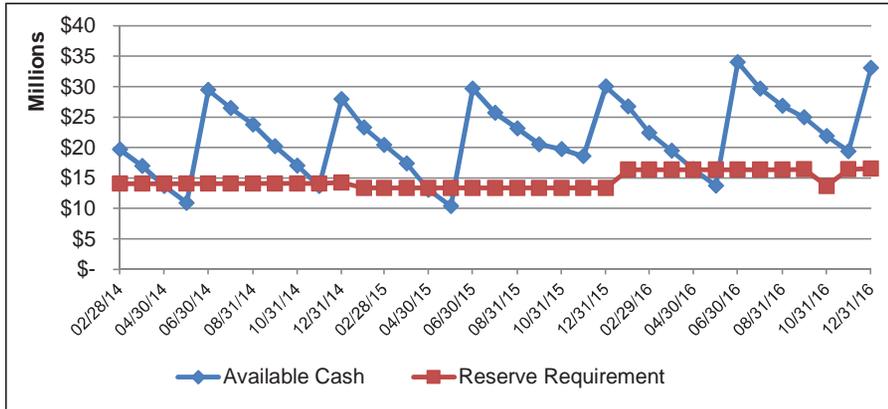
**City of South Bend**  
**Cash Reserves Summary by Fund**  
**December 31, 2016**

Fund	Fund Name	Cash Balance	Outstanding Encumbrances	Available Cash	Cash Reserve Requirement	Variance	Actual Percentage of Budget	Notes	Threshold	Measurement	Cash Reserve Policy
620	WATER WORKS OPERATIONS	3,808,862.26	594,367.02	3,214,495.24	852,382.85	2,362,112.39	19%		5%	Annual expenditures	
622	WATER WORKS CAPITAL	2,587,992.98	422,466.00	2,165,526.98	0.00	2,165,526.98	100%		0%	No reserve requirement	
624	WATER WORKS CUSTOMER DEPOSIT	1,544,419.72	0.00	1,544,419.72	1,544,419.72	0.00	100%		100%	100% cash reserves for customer deposits	
625	WATER WORKS SINKING FUND	50,166.72	0.00	50,166.72	0.00	50,166.72	100%		0%	No Reserves - transfer from operating account for debt service as needed	
626	WATER WORKS BOND RESERVE	1,427,621.75	0.00	1,427,621.75	1,427,621.75	0.00	100%		100%	100% cash reserves per bond covenants and Crowe Horwath	
629	WATER WORKS RESERVE - O & M	2,462,727.68	0.00	2,462,727.68	2,462,727.45	0.23	17%		16.67%	Annual operating expenses in Fund 620, net of transfers	
640	SEWER REPAIR INSURANCE	1,756,338.19	5,645.19	1,750,693.00	148,603.25	1,602,089.75	295%		25%	Annual expenditures	
641	SEWAGE WORKS OPERATIONS	13,315,704.43	4,102,306.95	9,213,397.48	2,004,871.90	7,208,525.58	23%		5%	Annual expenditures	
642	SEWAGE WORKS CAPITAL	7,218,344.95	3,198,454.54	4,019,890.41	0.00	4,019,890.41	100%		0%	No Reserves - transfer from operating account as needed	
643	SEWAGE WORKS RESERVE - O & M	4,636,374.15	0.00	4,636,374.15	4,575,374.23	60,999.92	17%		16.67%	Annual operating expenses in Fund 641, net of transfers	
645	2006 SEWER BOND	0.00	0.00	0.00	0.00	0.00	100%		0%	Bond fund - spend down to zero - no reserves	
647	2007 SEWER BOND	0.00	0.00	0.00	0.00	0.00	100%		0%	Bond fund - spend down to zero - no reserves	
649	SEWAGE WORKS BOND SINKING	815,812.83	0.00	815,812.83	0.00	815,812.83	100%		0%	No Reserves - transfer from operating account for debt service as needed	
651	2007B SEWER BOND	0.00	0.00	0.00	0.00	0.00	100%		0%	Bond fund - spend down to zero - no reserves required	
653	SEWAGE WORKS DEBT SERVICE RESERVE	4,111,632.77	0.00	4,111,632.77	4,111,632.77	0.00	100%		100%	100% cash reserves per bond covenants and Crowe Horwath	
658	2010 SEWER BOND	0.00	0.00	0.00	0.00	0.00	100%		0%	Bond fund - spend down to zero - no reserves required	
659	2011 SEWER BOND	51,687.30	11,617.29	40,070.01	0.00	40,070.01	100%		0%	Bond fund - spend down to zero - no reserves required	
661	2012 SEWER BOND	2,886,888.68	2,010,363.71	876,524.97	0.00	876,524.97	100%		0%	Bond fund - spend down to zero - no reserves required	
664	2013A SEWER REFUNDING BOND	0.00	0.00	0.00	0.00	0.00	100%		0%	Bond fund - spend down to zero - no reserves required	
666	2015 SEWER BOND	0.00	0.00	0.00	0.00	0.00	100%		0%	Bond fund - spend down to zero - no reserves required	
670	CENTURY CENTER	1,380,151.06	0.00	1,380,151.06	1,079,736.00	300,415.06	32%		25%	Annual expenditures	
671	CENTURY CENTER CAPITAL	865,986.47	0.00	865,986.47	800,000.00	65,986.47	45%		\$800,000	Minimum per Board of Managers	
672	CENTURY CENTER ENERGY SAVINGS	57,165.27	0.00	57,165.27	0.00	57,165.27	100%		0%	No reserve required	
<b>Total Enterprise Funds</b>		<b>58,486,210.11</b>	<b>12,134,381.59</b>	<b>46,351,828.52</b>	<b>23,208,855.36</b>	<b>23,142,973.16</b>					
<b>Internal Service Funds</b>											
222	CENTRAL SERVICES	1,422,166.38	(144,003.10)	1,566,169.48	1,005,449.50	560,719.98	39%		25%	Annual expenditures, excluding utility accounting	
224	CENTRAL SERVICES CAPITAL	112,182.39	39,325.24	72,857.15	0.00	72,857.15	100%		0%	No reserve required	
226	LIABILITY INSURANCE	4,608,144.98	29,994.54	4,578,150.44	1,560,174.00	3,017,976.44	147%		50%	Annual expenditures - higher reserves for future claims	
278	TAKE HOME VEHICLE POLICE	752,990.68	0.00	752,990.68	2,500.00	750,490.68	7530%		25%	Annual expenditures	
711	SELF-FUNDED EMPLOYEE BENEFITS	6,732,053.07	7,349.85	6,724,703.22	4,344,722.50	2,379,980.72	39%		25%	Annual expenditures	
713	UNEMPLOYMENT COMP FUND	286,605.12	15,400.00	271,205.12	28,470.50	242,734.62	238%		25%	Annual expenditures	
<b>Total Internal Service Funds</b>		<b>13,914,142.62</b>	<b>(51,933.47)</b>	<b>13,966,076.09</b>	<b>6,941,316.50</b>	<b>7,024,759.59</b>					
<b>Trust &amp; Agency Funds</b>											
701	FIREFIGHTERS PENSION	167,603.13	0.00	167,603.13	546,484.30	(378,881.17)	3%	Spend down of cash reserves	10%	Annual expenditures	
702	POLICE PENSION	792,699.67	0.00	792,699.67	679,739.80	112,959.87	12%		10%	Annual expenditures	
703	POLICE/FIRE 1977 STATE PENSION	0.00	0.00	0.00	0.00	0.00	100%		100%	100% cash reserves - trust & agency funds	
709	PAYROLL FUND	0.00	0.00	0.00	0.00	0.00	100%		100%	100% cash reserves - trust & agency funds	
712	PUBLIC EMPLOYEES RETIREMENT FUND	0.00	0.00	0.00	0.00	0.00	100%		100%	100% cash reserves - trust & agency funds	
718	STATE TAX DEDUCTION FUND	420,884.85	0.00	420,884.85	420,884.85	0.00	100%		100%	100% cash reserves - trust & agency funds	
725	MORRIS / PALAIS BOX OFFICE	1,692,774.45	0.00	1,692,774.45	1,692,774.45	0.00	100%		100%	100% cash reserves - trust & agency funds	
726	POLICE DISTRIBUTIONS PAYABLE	817,116.37	0.00	817,116.37	817,116.37	0.00	100%		100%	100% cash reserves - trust & agency funds	
730	CITY CEMETERY TRUST	28,808.24	0.00	28,808.24	5,000.00	23,808.24	144%		25%	Annual expenditures	
<b>Total Trust &amp; Agency Funds</b>		<b>3,919,886.71</b>	<b>0.00</b>	<b>3,919,886.71</b>	<b>4,161,999.77</b>	<b>(242,113.06)</b>					
<b>Total City Funds</b>		<b>174,122,633.26</b>	<b>21,828,682.93</b>	<b>152,293,950.33</b>	<b>81,846,795.78</b>	<b>70,447,154.55</b>					
<b>Redevelopment Commission Controlled Funds</b>											
<b>Tax Increment Financing Funds</b>											
324	RIVER WEST TIF (AIRPORT TIF)	32,516,122.58	7,618,883.74	24,897,238.84	11,125,519.25	13,771,719.59	56%		25%	Annual expenditures	
422	TIF DISTRICT - WEST WASHINGTON	1,961,420.24	303,291.69	1,658,128.55	350,841.50	1,307,287.05	118%		25%	Annual expenditures	
425	TIF LEIGHTON PLAZA	186,841.18	0.00	186,841.18	42,601.50	144,239.68	110%		25%	Annual expenditures	
429	RIVER EAST DEV TIF (NORTHEAST TIF)	7,877,103.48	2,802,694.59	5,074,408.89	2,083,789.75	2,990,619.14	61%		25%	Annual expenditures	
430	TIF SOUTHSIDE DEVELOPMENT AREA #1	4,622,740.70	917,423.72	3,705,316.98	1,852,953.75	1,852,363.23	50%	Enc for large project in 2016	25%	Annual expenditures	
432	TIF SSDA #3 - ERSKINE VILLAGE	4,859,161.43	0.00	4,859,161.43	122,625.75	4,736,535.68	991%		25%	Annual expenditures	
435	TIF - DOUGLAS ROAD	156,762.28	4,216.00	152,546.28	35,420.00	117,126.28	43%	Using cash bal for debt svc; then will close	10%	Annual expenditures	
436	RIVER EAST RESIDENTIAL (NE RES TIF)	2,396,795.09	231.00	2,396,564.09	857,500.00	1,539,064.09	70%		25%	Annual expenditures	
<b>Total Tax Increment Financing Funds</b>		<b>54,576,946.98</b>	<b>11,646,740.74</b>	<b>42,930,206.24</b>	<b>16,471,251.50</b>	<b>26,458,954.74</b>					
<b>Redevelopment Funds</b>											
433	REDEVELOPMENT ADMINISTRATION GENERAL	8,454.50	0.00	8,454.50	1,125.00	7,329.50	188%		25%	Annual expenditures	
439	CERTIFIED TECHNOLOGY PARK	2,150,819.46	0.00	2,150,819.46	0.00	2,150,819.46	100%		0%	No reserve required	
454	AIRPORT URBAN ENTERPRISE ZONE	383,165.85	0.00	383,165.85	0.00	383,165.85	100%		0%	No reserve required	
<b>Total Redevelopment Funds</b>		<b>2,542,439.81</b>	<b>0.00</b>	<b>2,542,439.81</b>	<b>1,125.00</b>	<b>2,541,314.81</b>					

**City of South Bend**  
**Cash Reserves Summary by Fund**  
**December 31, 2016**

<i>Fund</i>	<i>Fund Name</i>	<i>Cash Balance</i>	<i>Outstanding Encumbrances</i>	<i>Available Cash</i>	<i>Cash Reserve Requirement</i>	<i>Variance</i>	<i>Actual Percentage of Budget</i>	<i>Notes</i>	<i>Threshold</i>	<i>Measurement</i>	<i>Cash Reserve Policy</i>
<b>Debt Service Funds</b>											
315	AIRPORT 2003 DEBT RESERVE	1,038,904.00	0.00	1,038,904.00	1,038,904.00	0.00	100%	✓	100%	100% debt service reserve per bond covenants	
317	COVELESKI BOND DEBT RESERVE	512,561.19	0.00	512,561.19	512,561.19	0.00	100%	✓	100%	100% debt service reserve per bond covenants	
319	REDEVELOPMENT BOND - BLACKTHORN GOLF	0.00	0.00	0.00	0.00	0.00	100%	✓	100%	100% debt service reserve per bond covenants	
328	SBCDA 2003 DEBT RESERVE	1,735,840.00	0.00	1,735,840.00	1,735,840.00	0.00	100%	✓	100%	100% debt service reserve per bond covenants	
<b>Total Debt Service Funds</b>		<b>3,287,305.19</b>	<b>0.00</b>	<b>3,287,305.19</b>	<b>3,287,305.19</b>	<b>0.00</b>					
<b>Total Redevelopment Commission Funds</b>		<b>60,406,691.98</b>	<b>11,646,740.74</b>	<b>48,759,951.24</b>	<b>19,759,681.69</b>	<b>29,000,269.55</b>					
<b>City Operations Total</b>		<b>234,529,325.24</b>	<b>33,475,423.67</b>	<b>201,053,901.57</b>	<b>101,606,477.47</b>	<b>99,447,424.10</b>					

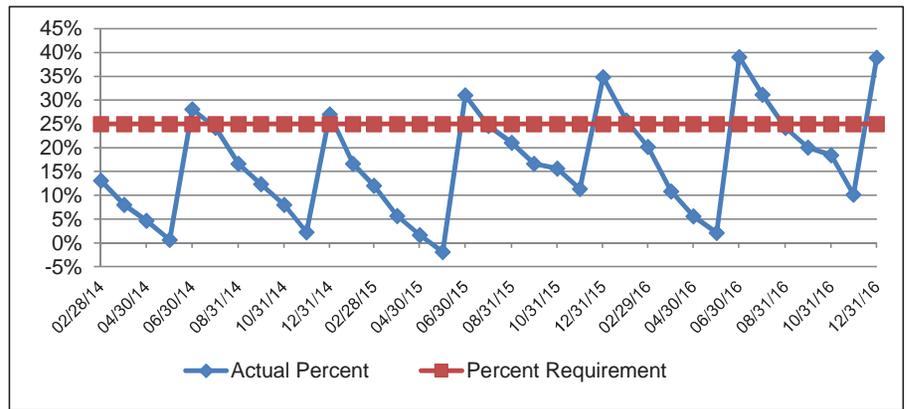
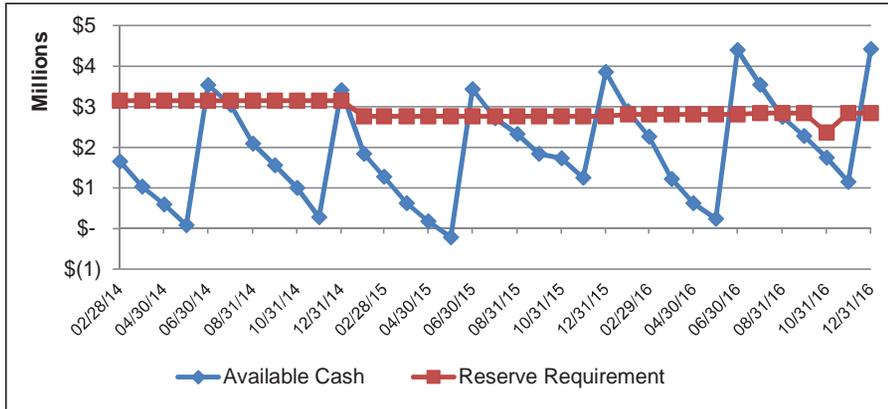
General Fund - 101



Date	Available Cash	Reserve Requirement
02/28/14	\$ 19,666,397.13	\$ 14,060,717.50
03/31/14	\$ 16,931,467.58	\$ 14,071,197.25
04/30/14	\$ 13,664,592.50	\$ 14,071,197.25
05/31/14	\$ 10,906,411.36	\$ 14,071,197.25
06/30/14	\$ 29,432,779.84	\$ 14,071,197.25
07/31/14	\$ 26,473,744.03	\$ 14,088,697.25
08/31/14	\$ 23,722,786.84	\$ 14,088,697.25
09/30/14	\$ 20,202,390.82	\$ 14,088,697.25
10/31/14	\$ 17,007,547.31	\$ 14,088,697.25
11/30/14	\$ 13,644,872.96	\$ 14,088,697.25
12/31/14	\$ 27,947,677.74	\$ 14,238,697.25
01/31/15	\$ 23,253,550.72	\$ 13,344,782.75
02/28/15	\$ 20,413,331.83	\$ 13,344,782.75
03/31/15	\$ 17,372,699.76	\$ 13,344,782.75
04/30/15	\$ 13,029,346.27	\$ 13,344,782.75
05/31/15	\$ 10,341,225.60	\$ 13,344,782.75
06/30/15	\$ 29,661,774.55	\$ 13,344,782.75
07/31/15	\$ 25,659,540.97	\$ 13,344,782.75
08/31/15	\$ 23,117,854.30	\$ 13,344,782.75
09/30/15	\$ 20,515,512.68	\$ 13,344,782.75
10/31/15	\$ 19,719,996.44	\$ 13,344,782.75
11/30/15	\$ 18,556,106.39	\$ 13,344,782.75
12/31/15	\$ 30,019,921.23	\$ 13,344,794.00
01/31/16	\$ 26,714,068.20	\$ 16,356,186.90
02/29/16	\$ 22,402,610.86	\$ 16,356,186.90
03/31/16	\$ 19,441,972.53	\$ 16,356,186.90
04/30/16	\$ 16,414,709.77	\$ 16,356,186.90
05/31/16	\$ 13,709,088.23	\$ 16,363,686.90
06/30/16	\$ 34,004,009.56	\$ 16,363,686.90
07/31/16	\$ 29,671,975.06	\$ 16,363,686.90
08/31/16	\$ 26,819,728.97	\$ 16,363,686.90
09/30/16	\$ 24,943,409.67	\$ 16,426,158.90
10/31/16	\$ 21,886,688.46	\$ 13,666,773.30
11/30/16	\$ 19,361,974.38	\$ 16,426,158.90
12/31/16	\$ 33,059,765.29	\$ 16,535,388.90

Date	Actual Percent	Percent Requirement
02/28/14	35%	25%
03/31/14	30%	25%
04/30/14	24%	25%
05/31/14	19%	25%
06/30/14	52%	25%
07/31/14	47%	25%
08/31/14	42%	25%
09/30/14	36%	25%
10/31/14	30%	25%
11/30/14	24%	25%
12/31/14	49%	25%
01/31/15	44%	25%
02/28/15	38%	25%
03/31/15	33%	25%
04/30/15	24%	25%
05/31/15	19%	25%
06/30/15	56%	25%
07/31/15	48%	25%
08/31/15	43%	25%
09/30/15	38%	25%
10/31/15	37%	25%
11/30/15	35%	25%
12/31/15	56%	25%
01/31/16	49%	30%
02/29/16	41%	30%
03/31/16	36%	30%
04/30/16	30%	30%
05/31/16	25%	30%
06/30/16	62%	30%
07/31/16	54%	30%
08/31/16	49%	30%
09/30/16	46%	30%
10/31/16	48%	30%
11/30/16	35%	30%
12/31/16	60%	30%

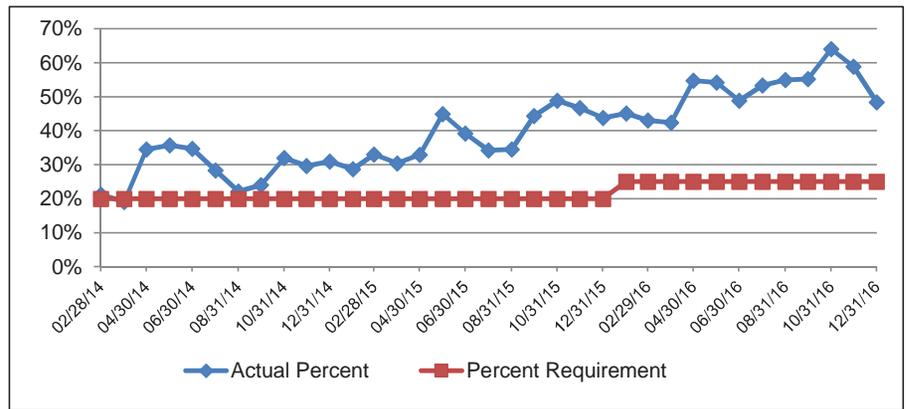
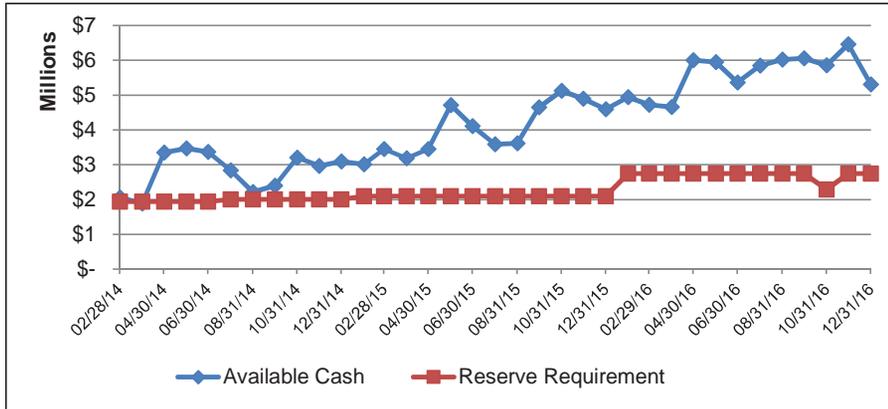
Parks & Recreation - 201



Date	Available Cash	Reserve Requirement
02/28/14	\$ 1,648,649.90	\$ 3,150,219.50
03/31/14	\$ 1,032,377.06	\$ 3,150,219.50
04/30/14	\$ 590,542.73	\$ 3,150,219.50
05/31/14	\$ 83,244.80	\$ 3,150,219.50
06/30/14	\$ 3,535,769.93	\$ 3,150,219.50
07/31/14	\$ 3,047,667.29	\$ 3,150,219.50
08/31/14	\$ 2,094,579.12	\$ 3,150,219.50
09/30/14	\$ 1,554,697.71	\$ 3,150,219.50
10/31/14	\$ 1,005,198.50	\$ 3,150,219.50
11/30/14	\$ 282,628.37	\$ 3,150,219.50
12/31/14	\$ 3,405,573.74	\$ 3,150,219.50
01/31/15	\$ 1,840,741.75	\$ 2,765,998.75
02/28/15	\$ 1,273,084.28	\$ 2,765,998.75
03/31/15	\$ 623,258.50	\$ 2,765,998.75
04/30/15	\$ 181,071.57	\$ 2,765,998.75
05/31/15	\$ (211,123.70)	\$ 2,765,998.75
06/30/15	\$ 3,436,165.29	\$ 2,765,998.75
07/31/15	\$ 2,719,475.08	\$ 2,765,998.75
08/31/15	\$ 2,327,362.23	\$ 2,765,998.75
09/30/15	\$ 1,843,771.49	\$ 2,765,998.75
10/31/15	\$ 1,728,926.62	\$ 2,765,998.75
11/30/15	\$ 1,255,488.41	\$ 2,765,998.75
12/31/15	\$ 3,854,236.64	\$ 2,765,998.75
01/31/16	\$ 2,893,336.74	\$ 2,812,174.25
02/29/16	\$ 2,266,893.61	\$ 2,812,174.25
03/31/16	\$ 1,219,651.51	\$ 2,812,174.25
04/30/16	\$ 627,650.50	\$ 2,812,174.25
05/31/16	\$ 239,003.78	\$ 2,812,174.25
06/30/16	\$ 4,395,360.17	\$ 2,812,174.25
07/31/16	\$ 3,544,105.58	\$ 2,840,864.75
08/31/16	\$ 2,753,224.95	\$ 2,840,864.75
09/30/16	\$ 2,279,903.71	\$ 2,840,864.75
10/31/16	\$ 1,745,715.68	\$ 2,362,416.25
11/30/16	\$ 1,153,428.68	\$ 2,840,864.75
12/31/16	\$ 4,422,311.14	\$ 2,840,864.75

Date	Actual Percent	Percent Requirement
02/28/14	13%	25%
03/31/14	8%	25%
04/30/14	5%	25%
05/31/14	1%	25%
06/30/14	28%	25%
07/31/14	24%	25%
08/31/14	17%	25%
09/30/14	12%	25%
10/31/14	8%	25%
11/30/14	2%	25%
12/31/14	27%	25%
01/31/15	17%	25%
02/28/15	12%	25%
03/31/15	6%	25%
04/30/15	2%	25%
05/31/15	-2%	25%
06/30/15	31%	25%
07/31/15	25%	25%
08/31/15	21%	25%
09/30/15	17%	25%
10/31/15	16%	25%
11/30/15	11%	25%
12/31/15	35%	25%
01/31/16	26%	25%
02/29/16	20%	25%
03/31/16	11%	25%
04/30/16	6%	25%
05/31/16	2%	25%
06/30/16	39%	25%
07/31/16	31%	25%
08/31/16	24%	25%
09/30/16	20%	25%
10/31/16	18%	25%
11/30/16	10%	25%
12/31/16	39%	25%

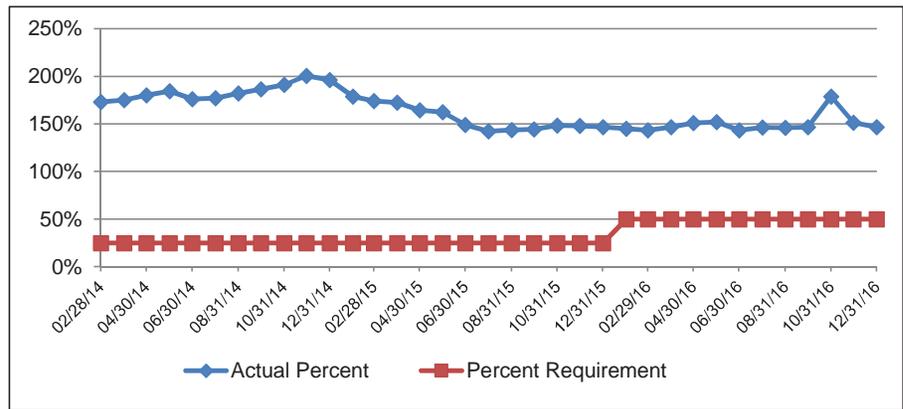
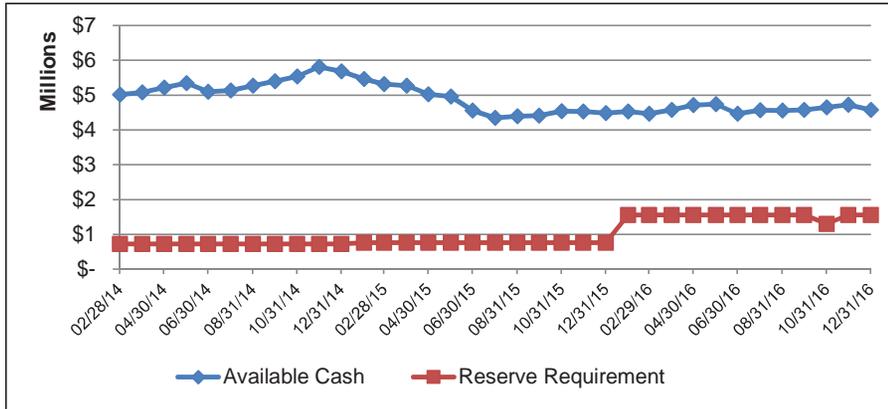
### Motor Vehicle Highway - 202



Date	Available Cash	Reserve Requirement
02/28/14	\$ 2,055,931.61	\$ 1,941,729.60
03/31/14	\$ 1,890,447.88	\$ 1,941,729.60
04/30/14	\$ 3,351,701.43	\$ 1,941,729.60
05/31/14	\$ 3,470,456.90	\$ 1,941,729.60
06/30/14	\$ 3,366,866.26	\$ 1,941,729.60
07/31/14	\$ 2,837,076.85	\$ 2,001,775.40
08/31/14	\$ 2,217,578.14	\$ 2,001,775.40
09/30/14	\$ 2,402,072.20	\$ 2,001,775.40
10/31/14	\$ 3,204,864.97	\$ 2,001,775.40
11/30/14	\$ 2,968,298.70	\$ 2,001,775.40
12/31/14	\$ 3,093,394.24	\$ 2,001,775.40
01/31/15	\$ 3,012,565.62	\$ 2,097,077.20
02/28/15	\$ 3,448,810.96	\$ 2,097,077.20
03/31/15	\$ 3,183,955.62	\$ 2,097,077.20
04/30/15	\$ 3,452,526.78	\$ 2,097,077.20
05/31/15	\$ 4,710,213.84	\$ 2,097,077.20
06/30/15	\$ 4,107,360.98	\$ 2,097,077.20
07/31/15	\$ 3,592,332.11	\$ 2,097,077.20
08/31/15	\$ 3,616,538.87	\$ 2,097,077.20
09/30/15	\$ 4,646,069.85	\$ 2,097,077.20
10/31/15	\$ 5,122,032.44	\$ 2,097,077.20
11/30/15	\$ 4,893,300.77	\$ 2,097,077.20
12/31/15	\$ 4,592,169.19	\$ 2,097,077.20
01/31/16	\$ 4,945,234.80	\$ 2,744,352.25
02/29/16	\$ 4,719,277.00	\$ 2,744,352.25
03/31/16	\$ 4,655,411.71	\$ 2,744,352.25
04/30/16	\$ 6,006,911.17	\$ 2,744,352.25
05/31/16	\$ 5,946,807.19	\$ 2,744,352.25
06/30/16	\$ 5,362,184.14	\$ 2,744,352.25
07/31/16	\$ 5,851,030.22	\$ 2,744,352.25
08/31/16	\$ 6,027,050.77	\$ 2,744,352.25
09/30/16	\$ 6,063,105.99	\$ 2,744,352.25
10/31/16	\$ 5,855,952.75	\$ 2,286,877.50
11/30/16	\$ 6,459,148.62	\$ 2,744,352.25
12/31/16	\$ 5,313,010.73	\$ 2,744,352.25

Date	Actual Percent	Percent Requirement
02/28/14	21%	20%
03/31/14	19%	20%
04/30/14	35%	20%
05/31/14	36%	20%
06/30/14	35%	20%
07/31/14	28%	20%
08/31/14	22%	20%
09/30/14	24%	20%
10/31/14	32%	20%
11/30/14	30%	20%
12/31/14	31%	20%
01/31/15	29%	20%
02/28/15	33%	20%
03/31/15	30%	20%
04/30/15	33%	20%
05/31/15	45%	20%
06/30/15	39%	20%
07/31/15	34%	20%
08/31/15	34%	20%
09/30/15	44%	20%
10/31/15	49%	20%
11/30/15	47%	20%
12/31/15	44%	20%
01/31/16	45%	25%
02/29/16	43%	25%
03/31/16	42%	25%
04/30/16	55%	25%
05/31/16	54%	25%
06/30/16	49%	25%
07/31/16	53%	25%
08/31/16	55%	25%
09/30/16	55%	25%
10/31/16	64%	25%
11/30/16	59%	25%
12/31/16	48%	25%

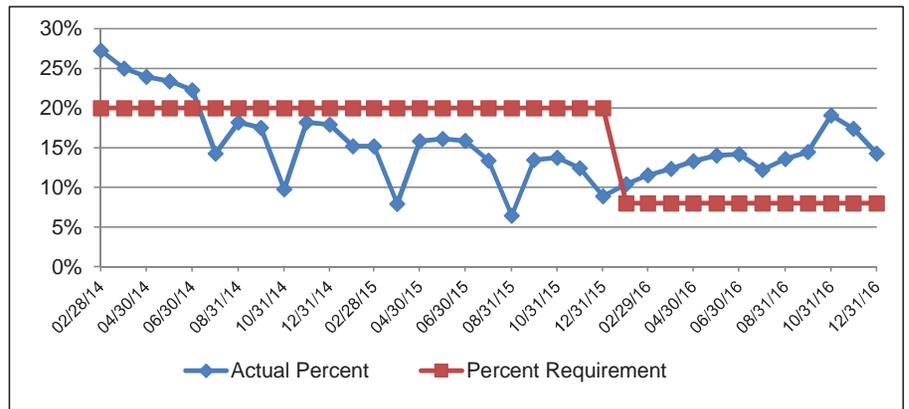
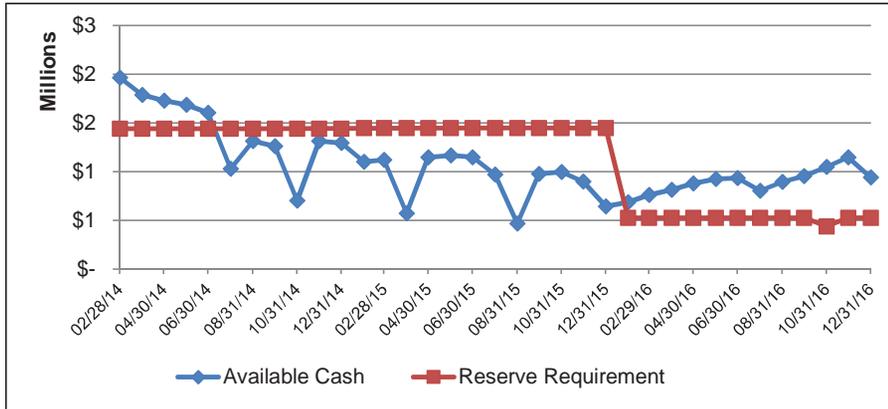
Liability Insurance - 226



Date	Available Cash	Reserve Requirement
02/28/14	\$ 5,019,217.44	\$ 724,300.00
03/31/14	\$ 5,075,527.45	\$ 724,300.00
04/30/14	\$ 5,218,468.25	\$ 724,300.00
05/31/14	\$ 5,341,078.00	\$ 724,300.00
06/30/14	\$ 5,099,755.96	\$ 724,300.00
07/31/14	\$ 5,133,550.90	\$ 724,300.00
08/31/14	\$ 5,274,005.60	\$ 724,300.00
09/30/14	\$ 5,400,963.70	\$ 724,300.00
10/31/14	\$ 5,541,538.17	\$ 724,300.00
11/30/14	\$ 5,813,654.41	\$ 724,300.00
12/31/14	\$ 5,682,684.39	\$ 724,300.00
01/31/15	\$ 5,461,655.49	\$ 764,197.75
02/28/15	\$ 5,314,999.89	\$ 764,197.75
03/31/15	\$ 5,269,874.19	\$ 764,197.75
04/30/15	\$ 5,024,562.10	\$ 764,197.75
05/31/15	\$ 4,960,310.54	\$ 764,197.75
06/30/15	\$ 4,559,500.84	\$ 764,197.75
07/31/15	\$ 4,349,972.24	\$ 764,197.75
08/31/15	\$ 4,391,466.11	\$ 764,197.75
09/30/15	\$ 4,412,089.90	\$ 764,197.75
10/31/15	\$ 4,536,090.51	\$ 764,197.75
11/30/15	\$ 4,528,101.76	\$ 764,197.75
12/31/15	\$ 4,485,904.07	\$ 764,197.75
01/31/16	\$ 4,527,921.79	\$ 1,560,174.00
02/29/16	\$ 4,467,494.26	\$ 1,560,174.00
03/31/16	\$ 4,575,011.10	\$ 1,560,174.00
04/30/16	\$ 4,715,447.12	\$ 1,560,174.00
05/31/16	\$ 4,742,379.31	\$ 1,560,174.00
06/30/16	\$ 4,468,697.42	\$ 1,560,174.00
07/31/16	\$ 4,564,161.11	\$ 1,560,174.00
08/31/16	\$ 4,560,561.09	\$ 1,560,174.00
09/30/16	\$ 4,579,422.21	\$ 1,560,174.00
10/31/16	\$ 4,648,635.57	\$ 1,300,070.00
11/30/16	\$ 4,720,318.40	\$ 1,560,174.00
12/31/16	\$ 4,578,150.44	\$ 1,560,174.00

Date	Actual Percent	Percent Requirement
02/28/14	173%	25%
03/31/14	175%	25%
04/30/14	180%	25%
05/31/14	184%	25%
06/30/14	176%	25%
07/31/14	177%	25%
08/31/14	182%	25%
09/30/14	186%	25%
10/31/14	191%	25%
11/30/14	201%	25%
12/31/14	196%	25%
01/31/15	179%	25%
02/28/15	174%	25%
03/31/15	172%	25%
04/30/15	164%	25%
05/31/15	162%	25%
06/30/15	149%	25%
07/31/15	142%	25%
08/31/15	144%	25%
09/30/15	144%	25%
10/31/15	148%	25%
11/30/15	148%	25%
12/31/15	147%	25%
01/31/16	145%	50%
02/29/16	143%	50%
03/31/16	147%	50%
04/30/16	151%	50%
05/31/16	152%	50%
06/30/16	143%	50%
07/31/16	146%	50%
08/31/16	146%	50%
09/30/16	147%	50%
10/31/16	179%	50%
11/30/16	151%	50%
12/31/16	147%	50%

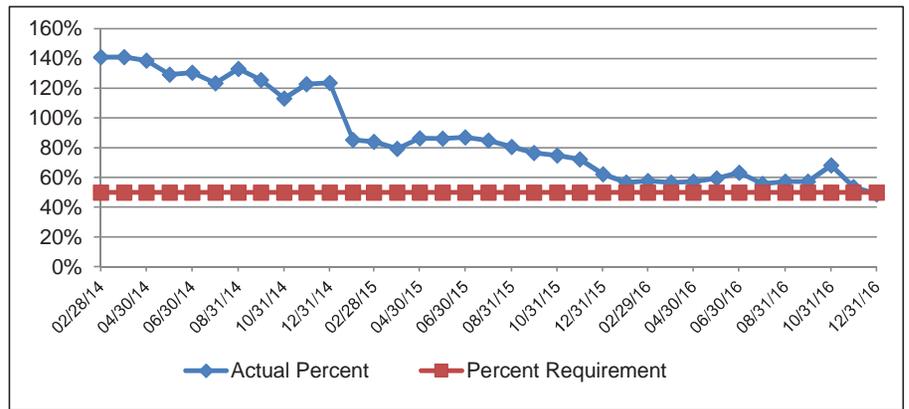
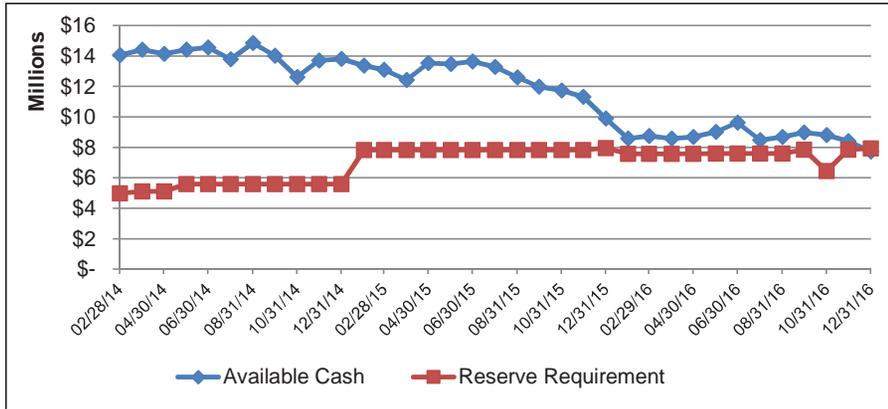
Public Safety LOIT - 249



Date	Available Cash	Reserve Requirement
02/28/14	\$ 1,965,415.14	\$ 1,442,931.60
03/31/14	\$ 1,788,938.50	\$ 1,442,931.60
04/30/14	\$ 1,727,753.74	\$ 1,442,931.60
05/31/14	\$ 1,686,442.29	\$ 1,442,931.60
06/30/14	\$ 1,604,462.03	\$ 1,442,931.60
07/31/14	\$ 1,028,769.93	\$ 1,442,931.60
08/31/14	\$ 1,313,459.48	\$ 1,442,931.60
09/30/14	\$ 1,263,069.52	\$ 1,442,931.60
10/31/14	\$ 704,536.10	\$ 1,442,931.60
11/30/14	\$ 1,313,921.77	\$ 1,442,931.60
12/31/14	\$ 1,293,978.68	\$ 1,442,931.60
01/31/15	\$ 1,101,184.99	\$ 1,449,310.20
02/28/15	\$ 1,122,087.44	\$ 1,449,310.20
03/31/15	\$ 573,193.85	\$ 1,449,310.20
04/30/15	\$ 1,146,259.78	\$ 1,449,310.20
05/31/15	\$ 1,168,383.41	\$ 1,449,310.20
06/30/15	\$ 1,149,240.91	\$ 1,449,310.20
07/31/15	\$ 970,331.63	\$ 1,449,310.20
08/31/15	\$ 467,350.59	\$ 1,449,310.20
09/30/15	\$ 976,720.23	\$ 1,449,310.20
10/31/15	\$ 997,198.89	\$ 1,449,310.20
11/30/15	\$ 899,505.58	\$ 1,449,310.20
12/31/15	\$ 642,770.29	\$ 1,449,310.20
01/31/16	\$ 687,550.93	\$ 528,050.08
02/29/16	\$ 760,706.63	\$ 528,050.08
03/31/16	\$ 813,317.68	\$ 528,050.08
04/30/16	\$ 879,072.20	\$ 528,050.08
05/31/16	\$ 925,892.22	\$ 528,050.08
06/30/16	\$ 936,320.86	\$ 528,050.08
07/31/16	\$ 805,810.30	\$ 528,050.08
08/31/16	\$ 896,024.75	\$ 528,050.08
09/30/16	\$ 954,088.40	\$ 528,050.08
10/31/16	\$ 1,049,974.52	\$ 440,036.00
11/30/16	\$ 1,148,056.62	\$ 528,050.08
12/31/16	\$ 940,622.30	\$ 528,050.08

Date	Actual Percent	Percent Requirement
02/28/14	27%	20%
03/31/14	25%	20%
04/30/14	24%	20%
05/31/14	23%	20%
06/30/14	22%	20%
07/31/14	14%	20%
08/31/14	18%	20%
09/30/14	18%	20%
10/31/14	10%	20%
11/30/14	18%	20%
12/31/14	18%	20%
01/31/15	15%	20%
02/28/15	15%	20%
03/31/15	8%	20%
04/30/15	16%	20%
05/31/15	16%	20%
06/30/15	16%	20%
07/31/15	13%	20%
08/31/15	6%	20%
09/30/15	13%	20%
10/31/15	14%	20%
11/30/15	12%	20%
12/31/15	9%	20%
01/31/16	10%	8%
02/29/16	12%	8%
03/31/16	12%	8%
04/30/16	13%	8%
05/31/16	14%	8%
06/30/16	14%	8%
07/31/16	12%	8%
08/31/16	14%	8%
09/30/16	14%	8%
10/31/16	19%	8%
11/30/16	17%	8%
12/31/16	14%	8%

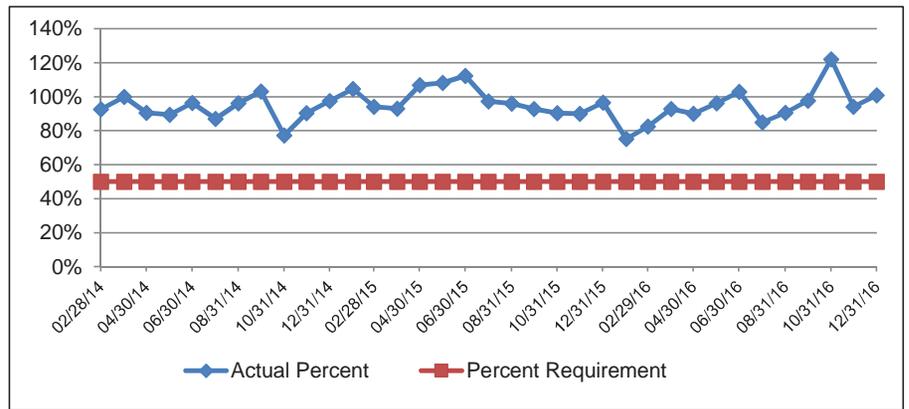
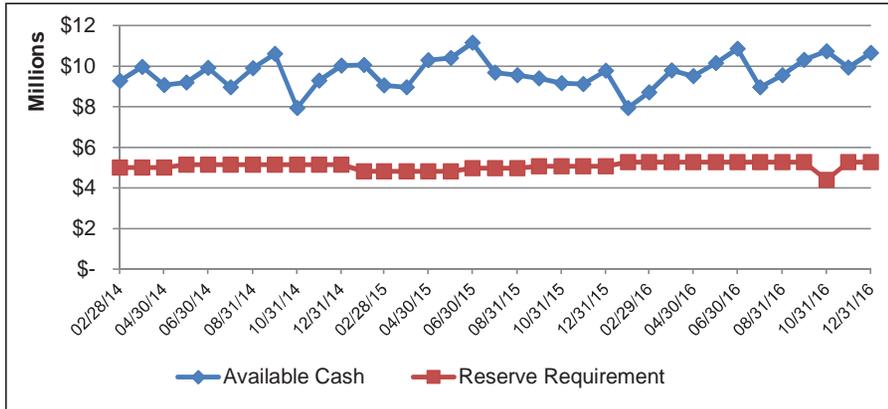
COIT - 404



Date	Available Cash	Reserve Requirement
02/28/14	\$ 14,064,953.63	\$ 4,988,101.00
03/31/14	\$ 14,419,544.87	\$ 5,096,642.50
04/30/14	\$ 14,138,281.09	\$ 5,096,642.50
05/31/14	\$ 14,417,615.48	\$ 5,582,892.50
06/30/14	\$ 14,566,201.25	\$ 5,582,892.50
07/31/14	\$ 13,784,177.94	\$ 5,582,892.50
08/31/14	\$ 14,852,716.09	\$ 5,582,892.50
09/30/14	\$ 14,014,334.96	\$ 5,582,892.50
10/31/14	\$ 12,625,447.23	\$ 5,582,892.50
11/30/14	\$ 13,703,278.95	\$ 5,582,892.50
12/31/14	\$ 13,810,191.53	\$ 5,582,892.50
01/31/15	\$ 13,363,623.40	\$ 7,830,185.50
02/28/15	\$ 13,104,068.98	\$ 7,830,185.50
03/31/15	\$ 12,417,613.96	\$ 7,830,185.50
04/30/15	\$ 13,525,436.86	\$ 7,830,185.50
05/31/15	\$ 13,483,035.78	\$ 7,830,185.50
06/30/15	\$ 13,641,102.60	\$ 7,830,185.50
07/31/15	\$ 13,287,258.01	\$ 7,830,185.50
08/31/15	\$ 12,603,271.36	\$ 7,830,185.50
09/30/15	\$ 11,982,696.06	\$ 7,830,185.50
10/31/15	\$ 11,727,154.29	\$ 7,830,185.50
11/30/15	\$ 11,326,023.58	\$ 7,830,185.50
12/31/15	\$ 9,895,195.52	\$ 7,946,833.50
01/31/16	\$ 8,575,802.53	\$ 7,581,074.00
02/29/16	\$ 8,755,381.46	\$ 7,581,074.00
03/31/16	\$ 8,571,654.20	\$ 7,581,074.00
04/30/16	\$ 8,681,223.99	\$ 7,581,074.00
05/31/16	\$ 9,021,396.98	\$ 7,595,724.00
06/30/16	\$ 9,622,287.72	\$ 7,595,724.00
07/31/16	\$ 8,477,616.02	\$ 7,595,724.00
08/31/16	\$ 8,686,205.23	\$ 7,595,724.00
09/30/16	\$ 8,985,128.00	\$ 7,845,724.00
10/31/16	\$ 8,807,914.09	\$ 6,453,868.50
11/30/16	\$ 8,416,562.21	\$ 7,845,724.00
12/31/16	\$ 7,711,791.05	\$ 7,920,724.00

Date	Actual Percent	Percent Requirement
02/28/14	141%	50%
03/31/14	141%	50%
04/30/14	139%	50%
05/31/14	129%	50%
06/30/14	130%	50%
07/31/14	123%	50%
08/31/14	133%	50%
09/30/14	126%	50%
10/31/14	113%	50%
11/30/14	123%	50%
12/31/14	124%	50%
01/31/15	85%	50%
02/28/15	84%	50%
03/31/15	79%	50%
04/30/15	86%	50%
05/31/15	86%	50%
06/30/15	87%	50%
07/31/15	85%	50%
08/31/15	80%	50%
09/30/15	77%	50%
10/31/15	75%	50%
11/30/15	72%	50%
12/31/15	62%	50%
01/31/16	57%	50%
02/29/16	58%	50%
03/31/16	57%	50%
04/30/16	57%	50%
05/31/16	59%	50%
06/30/16	63%	50%
07/31/16	56%	50%
08/31/16	57%	50%
09/30/16	57%	50%
10/31/16	68%	50%
11/30/16	54%	50%
12/31/16	49%	50%

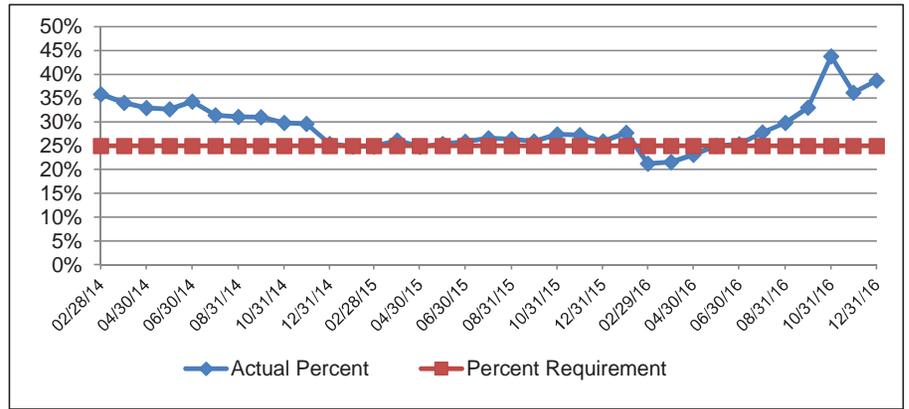
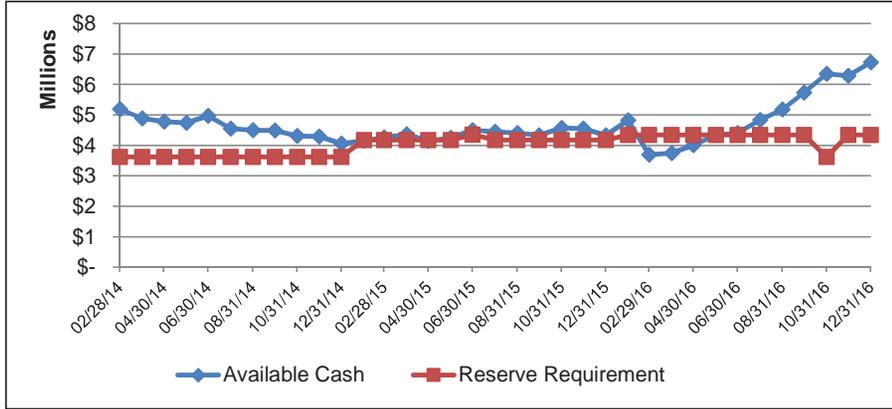
EDIT - 408



Date	Available Cash	Reserve Requirement
02/28/14	\$ 9,278,816.60	\$ 5,007,492.00
03/31/14	\$ 9,966,875.90	\$ 5,007,492.00
04/30/14	\$ 9,076,730.26	\$ 5,007,492.00
05/31/14	\$ 9,202,305.40	\$ 5,144,992.00
06/30/14	\$ 9,910,209.22	\$ 5,144,992.00
07/31/14	\$ 8,958,071.99	\$ 5,144,992.00
08/31/14	\$ 9,903,901.38	\$ 5,144,992.00
09/30/14	\$ 10,608,492.02	\$ 5,144,992.00
10/31/14	\$ 7,941,968.89	\$ 5,144,992.00
11/30/14	\$ 9,294,422.29	\$ 5,144,992.00
12/31/14	\$ 10,033,655.55	\$ 5,144,992.00
01/31/15	\$ 10,065,104.57	\$ 4,813,809.00
02/28/15	\$ 9,059,022.75	\$ 4,813,809.00
03/31/15	\$ 8,960,343.03	\$ 4,813,809.00
04/30/15	\$ 10,291,604.12	\$ 4,813,809.00
05/31/15	\$ 10,408,959.43	\$ 4,813,809.00
06/30/15	\$ 11,163,475.51	\$ 4,971,854.50
07/31/15	\$ 9,675,461.38	\$ 4,971,854.50
08/31/15	\$ 9,550,701.30	\$ 4,971,854.50
09/30/15	\$ 9,399,079.89	\$ 5,066,874.50
10/31/15	\$ 9,158,107.55	\$ 5,066,874.50
11/30/15	\$ 9,112,235.29	\$ 5,066,874.50
12/31/15	\$ 9,776,901.11	\$ 5,066,874.50
01/31/16	\$ 7,938,199.64	\$ 5,280,090.50
02/29/16	\$ 8,715,559.52	\$ 5,280,090.50
03/31/16	\$ 9,792,593.12	\$ 5,280,090.50
04/30/16	\$ 9,500,919.49	\$ 5,280,090.50
05/31/16	\$ 10,151,893.76	\$ 5,280,090.50
06/30/16	\$ 10,863,175.70	\$ 5,280,090.50
07/31/16	\$ 8,965,098.11	\$ 5,280,090.50
08/31/16	\$ 9,561,231.11	\$ 5,280,090.50
09/30/16	\$ 10,311,520.69	\$ 5,280,090.50
10/31/16	\$ 10,734,550.50	\$ 4,400,030.50
11/30/16	\$ 9,932,601.72	\$ 5,280,090.50
12/31/16	\$ 10,653,382.38	\$ 5,280,090.50

Date	Actual Percent	Percent Requirement
02/28/14	93%	50%
03/31/14	100%	50%
04/30/14	91%	50%
05/31/14	89%	50%
06/30/14	96%	50%
07/31/14	87%	50%
08/31/14	96%	50%
09/30/14	103%	50%
10/31/14	77%	50%
11/30/14	90%	50%
12/31/14	98%	50%
01/31/15	105%	50%
02/28/15	94%	50%
03/31/15	93%	50%
04/30/15	107%	50%
05/31/15	108%	50%
06/30/15	112%	50%
07/31/15	97%	50%
08/31/15	96%	50%
09/30/15	93%	50%
10/31/15	90%	50%
11/30/15	90%	50%
12/31/15	96%	50%
01/31/16	75%	50%
02/29/16	83%	50%
03/31/16	93%	50%
04/30/16	90%	50%
05/31/16	96%	50%
06/30/16	103%	50%
07/31/16	85%	50%
08/31/16	91%	50%
09/30/16	98%	50%
10/31/16	122%	50%
11/30/16	94%	50%
12/31/16	101%	50%

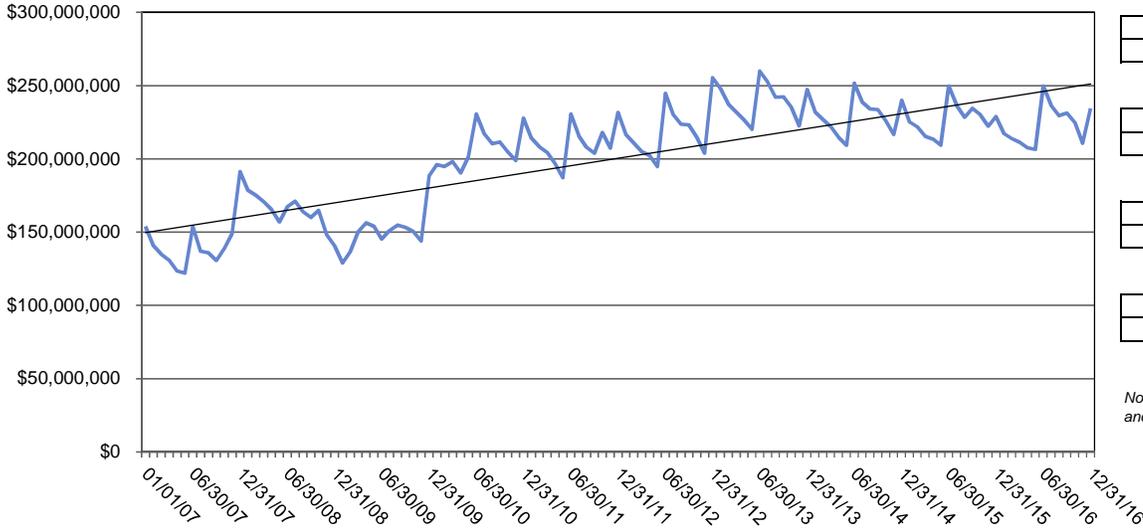
Self-funded Employee Benefits - 711



Date	Available Cash	Reserve Requirement
02/28/14	\$ 5,189,194.64	\$ 3,620,865.75
03/31/14	\$ 4,881,271.34	\$ 3,620,865.75
04/30/14	\$ 4,775,766.48	\$ 3,620,865.75
05/31/14	\$ 4,734,213.61	\$ 3,620,865.75
06/30/14	\$ 4,967,756.75	\$ 3,620,865.75
07/31/14	\$ 4,547,283.48	\$ 3,620,865.75
08/31/14	\$ 4,497,229.79	\$ 3,620,865.75
09/30/14	\$ 4,488,566.83	\$ 3,620,865.75
10/31/14	\$ 4,312,284.67	\$ 3,620,865.75
11/30/14	\$ 4,290,596.22	\$ 3,620,865.75
12/31/14	\$ 4,054,314.37	\$ 3,620,865.75
01/31/15	\$ 4,151,993.32	\$ 4,174,233.75
02/28/15	\$ 4,252,749.21	\$ 4,174,233.75
03/31/15	\$ 4,364,599.56	\$ 4,174,233.75
04/30/15	\$ 4,140,504.23	\$ 4,174,233.75
05/31/15	\$ 4,243,077.17	\$ 4,174,233.75
06/30/15	\$ 4,502,701.32	\$ 4,349,567.00
07/31/15	\$ 4,444,106.98	\$ 4,174,233.75
08/31/15	\$ 4,406,259.32	\$ 4,174,233.75
09/30/15	\$ 4,326,879.00	\$ 4,174,233.75
10/31/15	\$ 4,572,942.80	\$ 4,174,233.75
11/30/15	\$ 4,547,867.48	\$ 4,174,233.75
12/31/15	\$ 4,329,762.09	\$ 4,174,233.75
01/31/16	\$ 4,820,833.64	\$ 4,344,722.50
02/29/16	\$ 3,690,587.57	\$ 4,344,722.50
03/31/16	\$ 3,747,383.70	\$ 4,344,722.50
04/30/16	\$ 4,011,625.62	\$ 4,344,722.50
05/31/16	\$ 4,340,426.68	\$ 4,344,722.50
06/30/16	\$ 4,401,917.72	\$ 4,344,722.50
07/31/16	\$ 4,830,517.74	\$ 4,344,722.50
08/31/16	\$ 5,180,514.41	\$ 4,344,722.50
09/30/16	\$ 5,735,599.33	\$ 4,344,722.50
10/31/16	\$ 6,346,521.45	\$ 3,620,570.00
11/30/16	\$ 6,282,432.34	\$ 4,344,722.50
12/31/16	\$ 6,724,703.22	\$ 4,344,722.50

Date	Actual Percent	Percent Requirement
02/28/14	36%	25%
03/31/14	34%	25%
04/30/14	33%	25%
05/31/14	33%	25%
06/30/14	34%	25%
07/31/14	31%	25%
08/31/14	31%	25%
09/30/14	31%	25%
10/31/14	30%	25%
11/30/14	30%	25%
12/31/14	25%	25%
01/31/15	25%	25%
02/28/15	25%	25%
03/31/15	26%	25%
04/30/15	25%	25%
05/31/15	25%	25%
06/30/15	26%	25%
07/31/15	27%	25%
08/31/15	26%	25%
09/30/15	26%	25%
10/31/15	27%	25%
11/30/15	27%	25%
12/31/15	26%	25%
01/31/16	28%	25%
02/29/16	21%	25%
03/31/16	22%	25%
04/30/16	23%	25%
05/31/16	25%	25%
06/30/16	25%	25%
07/31/16	28%	25%
08/31/16	30%	25%
09/30/16	33%	25%
10/31/16	44%	25%
11/30/16	36%	25%
12/31/16	39%	25%

**City of South Bend Cash Balances - Total Funds**  
**January 1, 2007 - December 31, 2016**



Maximum Total Cash	
\$259,848,269	6/30/2013

Minimum Total Cash	
\$122,056,198	5/31/2007

Average Cash	
\$200,423,586	--

Average - last 12 months	
\$222,759,524	--

*Note: Property tax collections are in June and December.*

Date	Total Cash	Enterprise Funds	Redevelopment Funds	Civil City Funds	Date	Total Cash	Enterprise Funds	Redevelopment Funds	Civil City Funds
01/01/07	153,934,542.58	28,657,187.47	40,101,775.51	85,175,579.60	03/31/11	204,406,098.50	46,555,428.08	52,439,712.97	105,410,957.45
01/31/07	140,751,745.07	30,058,091.08	37,204,941.29	73,488,712.70	04/30/11	196,890,904.95	46,284,639.10	51,775,206.12	98,831,059.73
02/28/07	134,780,141.52	30,099,578.04	42,400,991.27	62,279,572.21	05/31/11	187,084,917.40	45,692,919.82	45,543,075.85	95,848,921.73
03/31/07	130,695,124.81	30,984,947.93	36,322,464.80	63,387,712.08	06/30/11	230,633,979.38	46,029,921.56	57,605,720.29	126,998,337.53
04/30/07	123,592,524.20	29,218,887.63	36,374,308.24	57,999,328.33	07/31/11	215,737,687.08	45,556,018.39	51,845,520.23	118,336,148.46
05/31/07	122,056,197.59	32,424,086.65	36,579,224.31	53,052,886.63	08/31/11	208,031,597.26	45,688,053.72	49,085,008.00	113,258,535.54
06/30/07	153,755,514.81	48,699,567.31	35,914,061.41	69,141,886.09	09/30/11	203,800,576.60	46,330,287.44	47,073,543.39	110,396,745.77
07/31/07	137,115,793.85	48,096,309.22	33,046,039.94	55,973,444.69	10/31/11	218,059,539.64	67,040,484.39	44,750,523.17	106,268,532.08
08/31/07	135,817,993.03	47,662,427.04	31,416,991.60	56,738,574.39	11/30/11	207,257,743.68	61,691,017.04	41,844,406.42	103,722,320.22
09/30/07	130,647,671.00	45,360,303.16	30,955,278.22	54,332,089.62	12/31/11	231,757,444.75	58,173,399.01	51,201,636.39	122,382,409.35
10/31/07	139,006,258.42	46,717,357.10	29,953,285.20	62,335,616.12	01/31/12	216,528,714.30	59,207,692.55	44,464,972.65	112,856,049.10
11/30/07	149,006,468.44	41,716,114.28	29,049,190.99	78,241,163.17	02/29/12	210,660,777.01	59,272,665.18	43,124,396.97	108,263,714.86
12/31/07	191,315,373.73	55,204,053.77	43,118,912.28	92,992,407.68	03/31/12	204,985,024.71	59,768,182.49	40,875,506.16	104,341,336.06
01/31/08	178,454,459.92	56,114,335.03	41,405,052.40	80,935,072.49	04/30/12	202,396,668.08	60,202,795.65	39,972,677.94	102,221,194.49
02/29/08	175,025,158.07	54,575,012.50	40,635,068.99	79,815,076.58	05/31/12	194,807,225.14	59,123,171.41	37,283,464.71	98,400,589.02
03/31/08	170,888,981.29	54,575,272.95	40,558,124.18	75,755,584.16	06/30/12	244,718,879.49	67,140,754.63	48,308,618.33	129,269,506.53
04/30/08	165,390,558.53	54,929,047.02	40,290,091.29	70,171,420.22	07/31/12	230,268,324.98	67,955,663.74	43,597,429.86	118,715,231.38
05/31/08	156,964,559.54	53,052,472.03	40,210,711.69	63,701,375.82	08/31/12	223,526,459.82	67,464,201.30	41,355,817.62	114,706,440.90
06/30/08	167,363,776.09	53,204,418.10	39,857,987.53	74,301,370.46	09/30/12	223,261,928.97	65,732,654.52	40,654,565.67	116,874,708.78
07/31/08	171,036,661.63	54,533,563.28	39,145,712.40	77,357,385.95	10/31/12	214,815,908.26	66,270,486.67	38,605,222.83	109,940,198.76
08/31/08	163,938,453.44	54,251,216.99	36,074,455.00	73,612,781.45	11/30/12	203,844,116.85	59,658,568.60	37,090,958.24	107,094,590.01
09/30/08	160,071,575.14	53,272,451.68	35,928,266.53	70,870,856.93	12/31/12	255,285,203.18	82,506,887.41	47,393,846.15	125,384,469.62
10/31/08	164,801,788.81	68,706,036.43	34,674,631.21	61,421,121.17	01/31/13	247,853,896.56	83,296,821.86	45,144,294.34	119,412,780.36
11/30/08	148,390,201.07	54,077,562.73	33,382,904.90	60,929,733.44	02/28/13	237,222,593.71	82,484,393.54	41,364,435.41	113,373,764.76
12/31/08	140,621,861.88	44,639,804.67	28,608,922.65	67,373,134.56	03/31/13	232,080,046.72	82,950,715.18	41,430,811.51	107,698,520.03
01/31/09	129,082,048.94	45,793,529.09	26,731,148.85	56,557,371.00	04/30/13	226,442,650.85	80,568,512.43	42,438,979.52	103,435,158.90
02/28/09	136,587,197.92	46,941,062.25	28,199,966.51	61,446,169.16	05/31/13	220,102,647.01	79,672,318.05	42,077,874.12	98,352,454.84
03/31/09	150,350,125.92	47,265,006.09	27,482,787.81	75,602,332.02	06/30/13	259,848,268.81	79,520,360.08	55,157,971.58	125,169,937.15
04/30/09	156,355,774.87	48,061,985.20	38,905,572.01	69,388,217.66	07/31/13	252,445,699.79	79,867,774.82	51,147,079.40	121,430,845.57
05/31/09	154,015,638.43	46,623,111.00	38,656,758.39	68,735,769.04	08/31/13	242,038,208.31	79,782,901.50	48,231,381.91	114,023,924.90
06/30/09	145,255,362.21	46,662,615.02	36,003,705.47	62,589,041.72	09/30/13	242,325,305.67	79,940,103.15	47,344,717.04	115,040,485.48
07/31/09	151,028,950.92	45,609,990.75	39,288,192.08	66,130,789.09	10/31/13	235,335,719.18	79,663,547.72	45,849,747.51	109,822,423.95
08/31/09	154,754,067.65	44,700,623.82	38,981,480.90	71,071,962.93	11/30/13	222,610,337.19	72,524,668.50	45,831,055.40	104,254,613.29
09/30/09	153,379,153.77	44,771,129.93	38,365,267.66	70,242,756.18	12/31/13	247,349,777.30	67,716,137.82	55,315,510.06	124,318,129.42
10/31/09	150,364,096.50	44,855,908.07	36,749,933.72	68,758,254.71	01/31/14	232,044,399.72	66,889,990.77	50,898,242.66	114,256,166.29
11/30/09	144,010,184.05	44,458,186.54	35,847,660.55	63,704,336.96	02/28/14	227,156,115.52	67,566,543.96	49,986,290.38	109,603,281.18
12/31/09	188,453,001.03	36,891,179.40	34,358,243.89	117,203,577.74	03/31/14	222,046,327.82	68,633,684.73	49,028,261.04	104,384,382.05
01/31/10	196,099,529.93	37,726,300.40	53,534,937.83	104,838,291.70	04/30/14	214,783,605.41	68,960,383.93	47,281,387.13	98,541,834.35
02/28/10	194,663,355.99	36,982,623.93	52,816,628.95	104,864,103.11	05/31/14	209,324,809.29	67,425,749.33	46,795,213.96	95,103,846.00
03/31/10	197,907,655.27	41,475,717.35	52,577,148.25	103,854,789.67	06/30/14	251,700,644.00	67,697,981.00	61,118,881.00	122,883,782.00
04/30/10	190,430,003.35	40,478,357.60	51,768,568.42	98,183,077.33	07/31/14	238,781,403.03	68,611,865.99	56,842,280.86	113,327,256.18
05/31/10	201,229,420.61	38,739,522.56	50,881,687.36	111,608,210.69	08/31/14	234,086,687.41	68,747,483.87	55,735,447.17	109,603,756.37
06/30/10	230,557,975.59	39,738,881.62	62,539,377.78	128,279,716.19	09/30/14	233,595,370.44	69,430,344.98	54,889,194.46	109,275,831.00
07/31/10	217,064,522.90	42,020,069.17	55,401,804.58	119,642,649.15	10/31/14	225,913,486.47	70,431,027.92	54,196,891.83	101,285,566.72
08/31/10	210,387,480.23	40,331,826.60	53,423,401.23	116,632,252.40	11/30/14	216,583,420.38	64,909,392.12	54,554,819.33	97,119,208.93
09/30/10	211,494,373.45	40,245,656.32	52,832,007.68	118,416,709.45	12/31/14	239,808,095.03	61,623,499.90	65,903,128.76	112,281,466.37
10/31/10	204,642,650.38	39,984,803.80	51,745,774.22	112,912,072.36	01/31/15	225,471,264.56	61,585,040.94	60,387,162.56	103,499,061.06
11/30/10	198,782,418.22	35,695,100.47	49,573,730.89	113,513,586.86	02/28/15	221,854,105.82	63,269,776.69	58,990,110.88	99,594,218.25
12/31/10	227,739,252.18	41,300,042.16	65,164,721.07	121,274,488.95	03/31/15	215,278,052.12	64,288,370.38	58,654,868.03	92,334,813.71
01/31/11	214,107,834.98	42,918,366.28	57,392,911.65	113,796,557.05	04/30/15	213,330,317.66	65,430,174.18	57,972,838.77	89,927,304.71
02/28/11	208,263,626.92	44,793,554.36	53,822,791.88	109,647,280.68	05/31/15	209,379,494.75	65,714,228.05	57,630,884.95	86,034,381.75

**City of South Bend Cash Balances - Total Funds  
January 1, 2007 - December 31, 2016**

Date	Total Cash	Enterprise Funds	Redevelopment Funds	Civil City Funds
06/30/15	249,603,497.41	68,746,632.56	70,642,566.10	110,214,298.75
07/31/15	236,381,857.01	70,884,051.33	65,048,413.67	100,449,392.01
08/31/15	228,483,356.31	72,023,119.13	61,042,169.83	95,418,067.35
09/30/15	234,514,964.30	75,617,268.98	59,936,471.64	98,961,223.68
10/31/15	230,114,056.20	77,155,814.42	56,339,743.69	96,618,498.09
11/30/15	222,277,823.00	75,987,100.36	54,715,027.81	91,575,694.83
12/31/15	228,782,505.24	64,215,673.59	61,194,710.47	103,372,121.18
01/31/16	217,346,607.43	65,062,377.54	55,690,681.11	96,593,548.78
02/29/16	213,873,714.80	67,564,110.56	53,548,676.30	92,760,927.94
03/31/16	211,205,005.30	69,211,164.87	53,434,486.66	88,559,353.77
04/30/16	207,587,385.26	69,616,174.97	51,317,725.09	86,653,485.20
05/31/16	206,530,605.82	69,399,868.04	50,296,085.76	86,834,652.02
06/30/16	249,745,397.89	68,720,691.90	64,433,239.06	116,591,466.93
07/31/16	236,139,560.82	69,227,392.30	58,518,600.58	121,999,405.01
08/31/16	229,469,472.57	67,673,880.42	55,966,718.35	105,828,873.80
09/30/16	231,252,737.44	69,398,336.63	55,065,472.04	106,788,928.77
10/31/16	224,757,043.80	68,809,369.21	52,059,580.89	103,888,093.70
11/30/16	210,677,437.29	61,451,803.84	51,222,578.99	98,003,054.46
12/31/16	234,529,325.24	58,486,210.11	60,406,691.98	115,636,423.15

# 1st Source<sup>®</sup> Corporation

## Investment Advisors, Inc.

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Paul W. Gifford, Jr., CFA  
office: (574) 235-2751  
mobile: (574) 274-2246  
GiffordP@1stsource.com

**Title:** President and Chief Investment Officer, 1st Source Corporation Investment Advisors, Inc.

**Education:** B.S. Finance (magna cum laude) University of Minnesota - Mankato Mankato, Minnesota

**Background:** Paul leads the investment strategy and implementation for our clients. Paul oversaw the effort to create 1st Source Corporation Investment Advisors, Inc. and started here as our Senior Fixed Income Manager. Prior to joining 1st Source in 2000, he worked for Bremer Trust, N.A. in St. Cloud, Minnesota. He has worked in sales, portfolio management, and product development in investments since 1989. Paul earned the right to use the Chartered Financial Analyst designation in 1998.

**Organizations:** Paul is involved with the CFA Institute, Christ the King Lutheran Church, and South Bend Medical Foundation.

*Our Mission is to help our clients achieve security,  
build wealth and realize their dreams.*



## Wealth Advisory Services

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Erik Clapsaddle, CFA, CFP®  
office: (574) 235-2754  
mobile: (248) 808-4281  
ClapsaddleE@1stsource.com

**Title:** Vice President and Senior Fixed Income Portfolio Manager

**Education:** B.S. Marketing, Finance minor  
York College  
York, Pennsylvania

**Background:** Erik joined 1st Source in 2015 after working with Comerica in Detroit as a Senior Fixed Income Analyst & Strategist for seven years, and prior as a Closely-Held Investment Analyst for two years. He worked as a manager of fixed income analytics and worked closely with the capital markets and investment banking businesses. His work has focused on credit analytics, valuation, interest rate strategies, and macro-strategy. Erik has developed and implemented tailored portfolio asset allocation strategies, which were focused on fixed income, for a wide array of clients with a large range of financial instruments.

**Organizations:** Erik is active coaching local youth sports teams. Erik received his B.S. in Marketing with Minors in Finance and Music Industry from York College of Pennsylvania.

*Our Mission is to help our clients achieve security,  
build wealth and realize their dreams.*



## Wealth Advisory Services

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Andrea Soule  
office: (574) 235-2631  
mobile: (574) 274-2245  
SouleA@1stsource.com

**Title:** Trust Officer  
**Education:** B.S. Business Administration  
and Management  
Indiana University, South Bend  
South Bend, Indiana

**Background:** In 2002 Andrea joined the banking team of 1st Source Bank, and then worked in Retirement Plan Services before joining Personal Trust in 2008. Andrea's well-rounded background includes experience with the administration of Revocable and Irrevocable Trusts, IRAs, Special Needs Trusts, Guardianships, Estates, Irrevocable Life Insurance Trusts, and Investment accounts. Andrea's special combination of experience and knowledge provides notable wealth and asset management resources that work together to best serve client needs with banking, retirement planning, and trust and estate services.

**Organizations:** An avid supporter of the United Way, Andrea is involved in the community as a member of the Michiana Estate Planning Council, as a volunteer for Junior Achievement, as a mentor for St. Mary's College and Indiana University South Bend students, as well as serving on the Advisory Council for the Guardianship Program of REAL Services.

*Our Mission is to help our clients achieve security,  
build wealth and realize their dreams.*



For more information contact:  
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227 W. Jefferson Blvd. 12th Floor  
South Bend, IN 46601

email: [jmurphy@southbendin.gov](mailto:jmurphy@southbendin.gov)

direct phone: (574)235-7678