

Period Ending: November 2013

Issued BY: Controller

## **City of South Bend**

### **Cash Reserves Summary**

Rahman Johnson

Cecil Eastman

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Distribution	Mayor	Pete Buttigieg				
	Chief of Staff	Kathryn Roos				
	Controller	Mark Neal				
	Deputy City Controller	John Murphy				

City Finance Director

Financial Officer

Department Heads Fiscal Officers

# *City of South Bend Cash Reserves Summary November 30, 2013*

Nove	lovember 30, 2013								
Fund	Fund Name	Cash Balance	Outstanding Encumbrances	Available Cash	Cash Reserve Requirement	Variance	Actual Percentage	Notes	Cash Reserve Policy
City Co	ontrolled Funds								
	General Fund								
101	GENERAL FUND	14,523,960.90	908,469.11	13,615,491.79	16,272,893.00	(2,657,401.21)	21% 🔇	Propety taxes in June and December	25% of annual expenditures - higher due to property tax delays
	Special Revenue Funds								
102	RAINY DAY FUND	8,615,628.58	0.00	8,615,628.58	8,466,515.37	149,113.21	3% 🔮	No expenditures budgeted	3% contingency of total expenditures in previous fiscal year
	PARKS & RECREATION	1,614,561.64	283,739.04	1,330,822.60	3,231,865.75	(1,901,043.15)		Propety taxes in June and December	25% of annual expenditures - higher due to property tax delays
		4,191,754.42	498,675.22	3,693,079.20	1,835,299.20	1,857,780.00	40%	Transfers from EDIT fund	20% of annual expenditures
		788,786.12	70,960.14	717,825.98	312,155.40	405,670.58	46%		20% of annual expenditures
	STUDEBAKER/OLIVER REVERTING GRANTS DEPT COMMUNITY INVESTMENT STATE GRANTS	1,083,125.91 682,452.98	0.00	1,083,125.91 682,452.98	200,000.00 252,155.40	883,125.91 430,297.58	108% 🥝 54% 🥝		20% of annual expenditures 20% of annual expenditures
	DCI ADMINISTRATION FUND	1,083,268.61	18,529.50	1,064,739.11	470,866.20	593,872.91	45%		20% of annual expenditures
	DCI GRANT FUND	527,678.40	2,950,792.04	(2,423,113.64)	(2,423,113.64)	0.00	0%		Grant fund - reimbursement grants - no reserves
	POLICE STATE SEIZURES	151,896.54	0.00	151,896.54	9,180.00	142,716.54	331% 🔮		20% of annual expenditures
217	GIFT, DONATION, BEQUEST	74,716.28	1,310.22	73,406.06	2,150.40	71,255.66	100% 📀		20% of annual expenditures
218	POLICE CURFEW VIOLATIONS	11,542.43	0.00	11,542.43	200.00	11,342.43	1154% 🥝		20% of annual expenditures
220	LAW ENFORCEMENT CONTINUING EDUCATION	966,832.17	0.08	966,832.09	95,626.20	871,205.89	202%		20% of annual expenditures
		7,946,045.94	47,295.04	7,898,750.90	105,237.00	7,793,513.90	1501%		20% of annual expenditures
		1,572,948.63	0.00	1,572,948.63	1,420,351.40	152,597.23		Quarterly transfers and settlements	20% of annual expenditures
	LOCAL ROADS & STREETS EXCESS WELFARE DISTRIBUTION	1,849,376.09	83,879.10 0.00	1,765,496.99	247,184.80	1,518,312.19	143% 🥝 100% 🥝		20% of annual expenditures
	HUMAN RIGHTS - FEDERAL GRANT	1,149.54 489,448.35	2,675.68	1,149.54 486,772.67	0.00 45,786.00	1,149.54 440,986.67	213%		20% of annual expenditures 20% of annual expenditures
	EASTRACE WATERWAY	14,368.80	346.27	14,022.53	69.20	13,953.33	100%		20% of annual expenditures
	MORRIS PAC/PALAIS ROYALE MARKETING	27,556.73	0.00	27,556.73	2,029.80	25,526.93	272%		20% of annual expenditures
280	POLICE BLOCK GRANTS	3,816.28	0.00	3,816.28	37,000.00	(33,183.72)	-	Police grant fund, reimbursement	20% of annual expenditures
281	REDEVLOPMENT COMMISSION - REV BONDS	27,121.18	0.00	27,121.18	5,420.40	21,700.78	100% 📀		20% of annual expenditures
289	HAZMAT	16,203.48	1,990.00	14,213.48	700.00	13,513.48	406% 📀		20% of annual expenditures
291	INDIANA RIVER RESCUE	96,841.36	1,371.26	95,470.10	18,425.20	77,044.90	104% 🥝		20% of annual expenditures
	POLICE GRANTS	80,202.62	(0.01)	80,202.63	22,000.00	58,202.63	73% 🥥		20% of annual expenditures
	REGIONAL POLICE ACADEMY COPS MORE GRANT	68,599.76	0.00	68,599.76	5,700.00	62,899.76	241% 🥝 243% 🥥		20% of annual expenditures
	POLICE FEDERAL DRUG ENFORCEMENT	101,994.74 391,894.36	180.00 5,953.00	101,814.74 385,941.36	8,396.00 37,714.60	93,418.74 348,226.76	243%		20% of annual expenditures 20% of annual expenditures
	COUNTY OPTION INCOME TAX	15,128,441.47	185,913.20	14,942,528.27	4,721,708.50	10,220,819.77	158%		50% of annual expenditures - higher due to bonding and rating agencies
	ECONOMIC DEVELOPMENT INCOME TAX	10,230,228.80	933,609.32	9,296,619.48	4,496,689.50	4,799,929.98	103%		50% of annual expenditures - higher due to bonding and rating agencies
410	URBAN DEVELOPMENT ACTION GRANT (UDAG)	27,580.44	0.00	27,580.44	53,629.20	(26,048.76)	_	UDAG revenue is minimal	20% of annual expenditures
655	PROJECT RELEAF	923,644.87	3,623.29	920,021.58	86,413.00	833,608.58	213% 🔮		20% of annual expenditures
705	POLICE K-9 UNIT	1,937.73	0.00	1,937.73	400.00	1,537.73	97% 🥥		20% of annual expenditures
	Total Special Revenue Funds	58,791,645.25	5,090,842.39	53,700,802.86	23,767,754.88	29,933,047.98			
	Debt Service Fund HALL OF FAME DEBT SERVICE	400.000.40	0.00	402.200.40	252,000,00	(454,000,00)	00/ 🔇	Dreasty taxas in lune and December	200% of ensuel our and it was each flow problems due to property to you
313	HALL OF FAME DEBT SERVICE	102,369.18	0.00	102,369.18	253,600.00	(151,230.82)	0%	Propety taxes in June and December	20% of annual expenditures - cash flow problems due to property taxes
	Capital Project Funds								
288	EMS / FIRE DEPARTMENT CAPITAL	1,526,937.70	4,017,515.28	(2,490,577.58)	2,215,632.60	(4,706,210.18)		Bond proceeds received in December	20% of annual expenditures
	PROFESSIONAL SPORTS DEVELOPMENT	691,257.49	0.00	691,257.49	175,334.20	515,923.29	79% 🥝		20% of annual expenditures
		26,843.62	3,540.44	23,303.18	708.00	22,595.18	658%		20% of annual expenditures
		49,002.20	0.00	49,002.20	0.00	49,002.20	100%		20% of annual expenditures
	PARK NONREVERTING CAPITAL CUMULATIVE CAPITAL DEVELOPMENT	378,004.06 608,686.14	30,446.01 0.00	347,558.05 608,686.14	43,463.20 227,805.00	304,094.85 380,881.14	160% 🥝 67% 🥝		20% of annual expenditures 25% of annual expenditures - higher due to property tax delays
	CUMULATIVE CAPITAL DEVELOPMENT	34,367.09	0.00	34,367.09	91,893.75	(57,526.66)	_	Cigarette and hotel/motel taxes	25% of annual expenditures - higher due to property tax delays 25% of annual expenditures - higher due to state tax delays
	MAJOR MOVES CONSTRUCTION	7,178,531.64	1,230,403.87	5,948,127.77	679,169.20	5,268,958.57	175%	-	20% of annual expenditures
	MORRIS PERFORMING ARTS CENTER CAPITAL	431,603.73	14,384.06	417,219.67	14,533.20	402,686.47	574%	1	20% of annual expenditures
434	CREED FUND	(649,944.31)	0.00	(649,944.31)	218,487.25	(868,431.56)	-74% 🔇	CREED reclassification in December	25% of annual expenditures - higher due to state tax delays
	PALAIS ROYALE HISTORIC PRESERVATION	72,679.60	0.00	72,679.60	0.00	72,679.60	100% 🥝		20% of annual expenditures
677	HALL OF FAME CAPITAL FUND	664,572.77	12,354.25	652,218.52	35,864.40	616,354.12	364% 🥥		20% of annual expenditures
	Total Capital & Debt Service Funds	11,114,910.91	5,308,643.91	5,806,267.00	3,956,490.80	1,849,776.20	<b>Ø</b>		
	Enterprise Funds CONSOLIDATED BUILDING DEPARTMENT	183,391.08	21,284.35	162,106.73	229,630.40	(67,523.67)	1/10/ 🕅	Cash reserves less than target	20% of annual expenditures
	PARKING GARAGES	1,036,895.40	245,165.07	791,730.33	225,967.80	565,762.53	70%		20% of annual expenditures
501		1,000,000.40	210,100.07	,	220,001.00	000,102.00	1070		

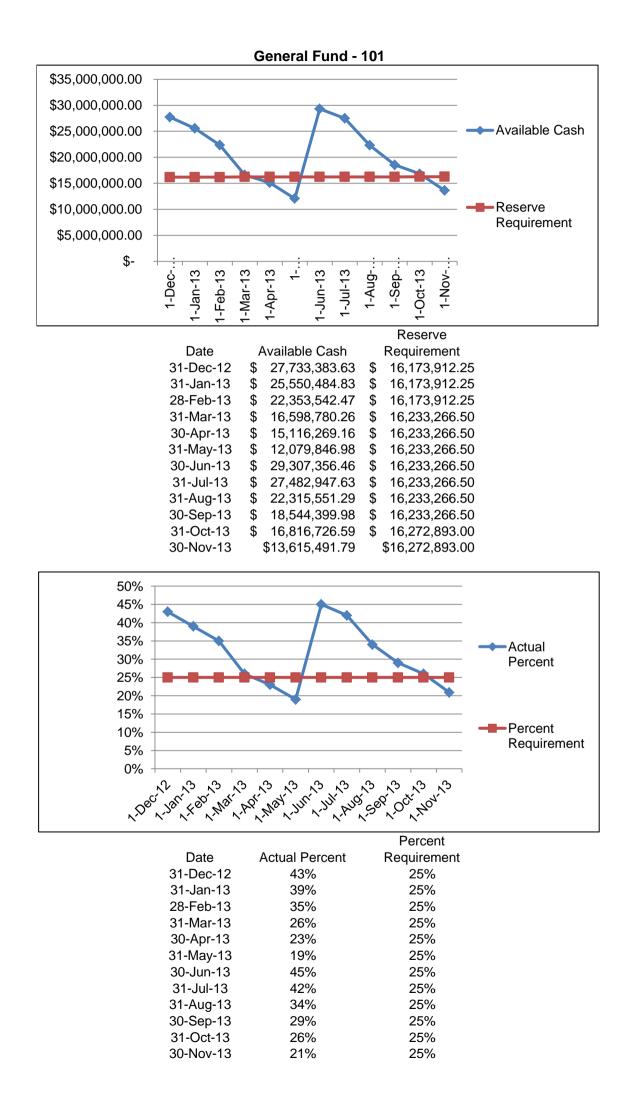
#### City of South Bend Cash Reserves Summary November 30, 2013

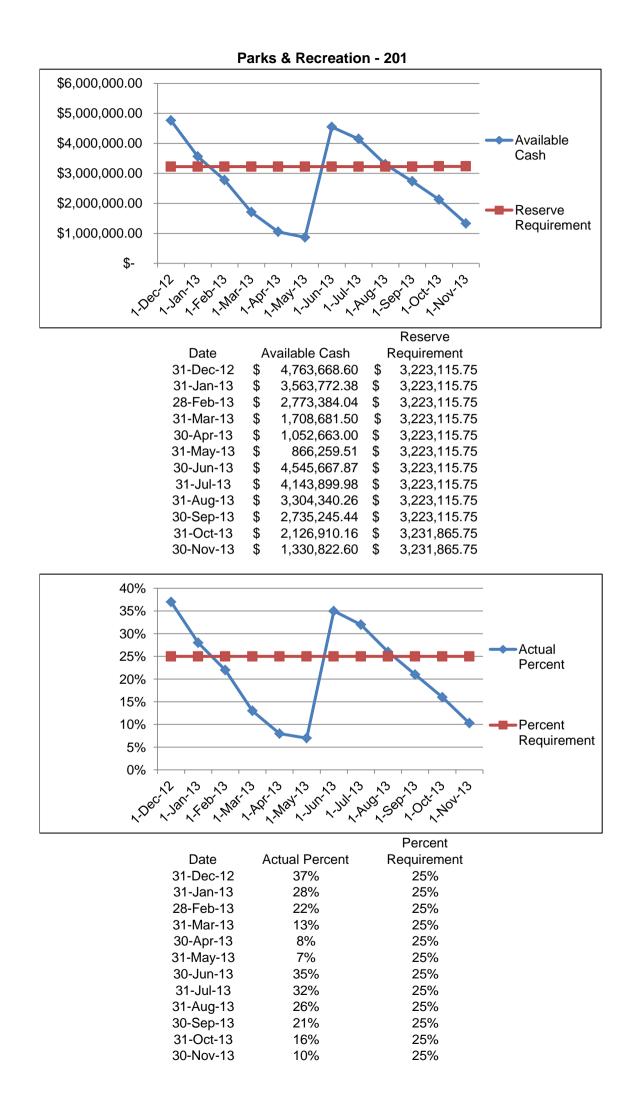
	Cash Reserves Summary								
Novei	November 30, 2013								
Fund	Fund Name	Cash Balance	Outstanding Encumbrances	Available Cash	Cash Reserve Requirement	Variance	Actual Percentage	Notes	Cash Reserve Policy
610	SOLID WASTE OPERATIONS	713,691.86	148,131.71	565,560.15	1,129,596.80	(564,036.65)		High blanket encumbrances, cash ok	20% of annual expenditures
	SOLID WASTE CAPITAL	169,850.84	5,812.36	164,038.48	0.00	164,038.48	Sector 10 (19)	-	No Reserves - transfer from operating account for debt service as needed
620	WATER WORKS OPERATIONS	3,492,207.40	339,300.96	3,152,906.44	739,797.35	2,413,109.09	21% 🥝		5% of annual expenditures, \$1.5 million target, see also fund 629
622	WATER WORKS CAPITAL	3,531,761.58	27,247.52	3,504,514.06	243,358.40	3,261,155.66	288% 🥑		20% of annual expenditures
	WATER WORKS BOND CAPITAL	2,235,208.53	1,981,476.56	253,731.97	0.00	253,731.97	Sector 1		Bond fund - spend down to zero - no reserves
	WATER WORKS CUSTOMER DEPOSIT	1,451,510.73	0.00	1,451,510.73	1,451,510.73	0.00	100% 🥑		100% cash reserves for customer deposits
	WATER WORKS SINKING FUND WATER WORKS BOND RESERVE	1,476,371.15	0.00	1,476,371.15 1,547,848.22	0.00 1,547,848.22	1,476,371.15	100%		No Reserves - transfer from operating account for debt service as needed
	WATER WORKS BOND RESERVE WATER WORKS RESERVE - 0 & M	1,547,848.22 2,031,531.68	0.00	2,031,531.68	1,250.25	0.00 2,030,281.43	27087%		100% cash reserves per bond covenants and Crowe Horwath16.67% of annual operating expenses in fund 620, net of transfers
	SEWER REPAIR INSURANCE	1,333,651.46	3,534.29	1,330,117.17	111,168.80	1,218,948.37	239%		20% of annual expenditures
	SEWAGE WORKS OPERATIONS	6,946,240.89	1,547,087.98	5,399,152.91	1,765,937.00	3,633,215.91	15%		5% of annual expenditures, \$1.5 million target, see also fund 643
642	SEWAGE WORKS CAPITAL	4,639,340.16	5,479,439.94	(840,099.78)	2,299,914.20	(3,140,013.98)	-7% 🔇		20% of annual expenditures
	SEWAGE WORKS RESERVE - O & M	3,292,599.55	0.00	3,292,599.55	3,000.60	3,289,598.95	18292%		16.67% of annual operating expenses in fund 641, net of transfers
	2006 SEWER BOND	0.00	0.00	0.00	0.00	0.00	<u></u>		Bond fund - spend down to zero - no reserves
	2007 SEWER BOND	5,402.57	5,400.75	1.82	0.00	1.82	<u></u>		Bond fund - spend down to zero - no reserves
	SEWAGE WORKS BOND SINKING CLAY SEWAGE WORKS OPERATIONS	1,243,862.13	0.00	1,243,862.13	0.00	1,243,862.13	<ul><li>✓</li><li></li><li></li><li></li><li></li><li></li><li></li><li></li><li></li><li></li><li></li><li></li><li></li><li></li><li></li><li></li><li></li><li></li><li></li><li></li><li></li><li></li><li></li><li></li><li></li><li></li><li></li><li></li><li></li><li></li><li></li><li></li><li></li><li></li><li></li><li></li><li></li><li></li><li></li><li></li><li></li><li></li><li></li><li></li><li></li><li></li><li></li></ul>		No Reserves - transfer from operating account for debt service as needed 100% reserves of cash available
	2007B SEWER BOND	0.00 3,640.23	3,639.00	0.00	0.00	0.00	0%		Bond fund - spend down to zero - no reserves required
	SEWAGE WORKS DEBT SERVICE RESERVE	7,286,825.11	0.00	7,286,825.11	7,286,825.11	0.00	100%		100% cash reserves per bond covenants and Crowe Horwath
	2010 SEWER BOND	3,682.28	3,680.50	1.78	0.00	1.78	Sec. 1		Bond fund - spend down to zero - no reserves required
659	2011 SEWER BOND	8,163,735.07	5,801,443.86	2,362,291.21	0.00	2,362,291.21	Image: A start of the start		Bond fund - spend down to zero - no reserves required
661 2	2012 SEWER BOND	18,843,354.01	1,417,543.05	17,425,810.96	0.00	17,425,810.96	<b>I</b>		Bond fund - spend down to zero - no reserves required
	2013A SEWER REFUNDING BOND	4,466.63	0.00	4,466.63	0.00	4,466.63	<b></b>		Bond fund - spend down to zero - no reserves required
		968,075.39	0.00	968,075.39	709,491.80	258,583.59	27% 📀		20% of annual expenditures
671	CENTURY CENTER CAPITAL	1,919,524.55	0.00	1,919,524.55	246,770.00	1,672,754.55	100% 📀		20% of annual expenditures, \$800,000 minimum per Board of Managers
	Total Enterprise Funds	72,524,668.50	17,030,187.90	55,494,480.60	17,992,067.46	37,502,413.14	<b>I</b>		
	Internal Service Funds								
	CENTRAL SERVICES	1,102,358.57	159,154.30	943,204.27	761,799.80	181,404.47	25%	exclude utilities budget & encumb.	20% of annual expenditures, excluding utility accounting
	LIABILITY INSURANCE	5,573,662.79	1,986.59	5,571,676.20	728,981.75	4,842,694.45	191%		25% of annual expenditures - higher reserves for future claims
278	TAKE HOME VEHICLE POLICE	443,286.95	0.00	443,286.95	20,740.00	422,546.95	427% 📀		20% of annual expenditures
	SELF-FUNDED EMPLOYEE BENEFITS	5,925,742.92	293.00	5,925,449.92	3,337,207.25	2,588,242.67	44% 🥝		25% of annual expenditures - higher reserves for future claims
713	UNEMPLOYMENT COMP FUND	254,030.55	0.00	254,030.55	53,449.40	200,581.15	95% 📀	Rates charged to departments reduced	20% of annual expenditures
	Total Internal Service Funds	13,299,081.78	161,433.89	13,137,647.89	4,902,178.20	8,235,469.69	Solution		
	Trust & Agency Funds								
	FIREFIGHTERS PENSION	1,401,152.55	0.00	1,401,152.55	1,475,007.00	(73,854.45)	24% 🔇	Pension relief June & September	25% of annual expenditures, higher due to pension relief paid later
	POLICE PENSION	2,243,848.72	0.00	2,243,848.72	1,732,283.25	511,565.47	32%		25% of annual expenditures, higher due to pension relief paid later
703	POLICE/FIRE 1977 STATE PENSION	273.49	0.00	273.49	273.49	0.00	100% 🥝		100% cash reserves - trust & agency funds
709	PAYROLL FUND	(393.48)	0.00	(393.48)	(393.48)	0.00	100% 🥝		100% cash reserves - trust & agency funds
	PUBLIC EMPLOYEES RETIREMENT FUND	695.88	0.00	695.88	695.88	0.00	100% 📀		100% cash reserves - trust & agency funds
	STATE TAX DEDUCTION FUND	261,541.10	0.00	261,541.10	261,541.10	0.00	100% 📀		100% cash reserves - trust & agency funds
	MORRIS / PALAIS BOX OFFICE	2,580,970.99	0.00	2,580,970.99	2,580,970.99	0.00	100%		100% cash reserves - trust & agency funds
730	CITY CEMETERY TRUST	36,925.20	10,595.00	26,330.20	3,000.00	23,330.20	176% 🥑		20% of annual expenditures
	Total Trust & Agency Funds	6,525,014.45	10,595.00	6,514,419.45	6,053,378.23	461,041.22	<ul> <li>Image: A start of the start of</li></ul>		
	Total City Funds	176,779,281.79	28,510,172.20	148,269,109.59	72,944,762.57	75,324,347.02	<ul> <li>Image: A start of the start of</li></ul>		
	opment Commission Controlled Funds Tax Increment Financing Funds								
	TIF REVENUE - AIRPORT	19,486,381.26	1,086,907.24	18,399,474.02	6,311,148.00	12,088,326.02	73%	Propety taxes in June and December	25% of annual expenditures - higher due to property tax delays
	TIF DISTRICT - SBCDA GENERAL (DOWNTOWN)	1,697,442.73	180,545.75	1,516,896.98		191,371.48		Propety taxes in June and December	25% of annual expenditures - higher due to property tax delays
	TIF DISTRICT - WEST WASHINGTON	383,950.30	8,561.36	375,388.94	167,203.75	208,185.19	56%		25% of annual expenditures - higher due to property tax delays
	TIF LEIGHTON PLAZA	139,666.83	0.00	139,666.83	30,237.00	109,429.83		Propety taxes in June and December	20% of annual expenditures
	TIF CENTRAL MEDICAL SERVICE AREA	2,942,700.89	719,435.64	2,223,265.25	1,192,636.00	1,030,629.25		Propety taxes in June and December	25% of annual expenditures - higher due to property tax delays
	TIF NORTHEAST DISTRICT	2,598,515.10	5,500.00	2,593,015.10	597,248.75	1,995,766.35		Propety taxes in June and December	25% of annual expenditures - higher due to property tax delays
		3,010,322.13	1,317,758.51	1,692,563.62	1,530,721.25	161,842.37		Propety taxes in June and December	25% of annual expenditures - higher due to property tax delays
	TIF SSDA #3 - ERSKINE VILLAGE	6,315,905.69	0.00	6,315,905.69	125,317.00	6,190,588.69		Propety taxes in June and December	25% of annual expenditures - higher due to property tax delays
435	TIF - DOUGLAS ROAD	134,796.93	4,500.00	130,296.93	113,695.50	16,601.43	29% 🤡	Propety taxes in June and December	25% of annual expenditures - higher due to property tax delays

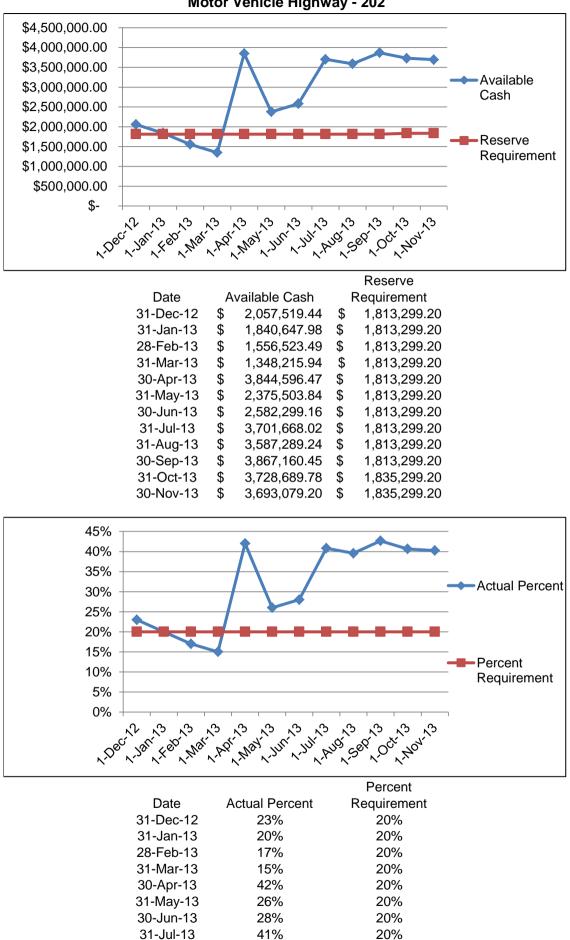
### *City of South Bend Cash Reserves Summary November 30, 2013*

Fund Fund Name Available Cash Reserve Cash Outstanding Actual Percentage Balance Encumbrances Cash Requirement Variance 436 TIF -NORTHEST RESIDENTIAL 1,630,948.63 1,630,948.63 823,459.38 50% 0.00 807,489.25 Total Tax Increment Financing Funds 38,340,630.49 3,323,208.50 35,017,421.99 12,201,222.00 22,816,199.99 Redevelopment Funds 433 REDEVELOPMENT ADMINISTRATION GENERAL 25,742.31 3,971.20 21,771.11 1,357.40 20,413.71 3219 439 CERTIFIED TECHNOLOGY PARK 3,681,855.80 0.00 3,681,855.80 0.00 3,681,855.80 100% 454 AIRPORT URBAN ENTERPRISE ZONE 376,280.90 0.00 376,280.90 0.00 376,280.90 100% 6% 619 BLACKTHORN GOLF COURSE OPERATIONS 399,541.20 128,450.77 0.00 128,450.77 (271,090.43) Total Redevelopment Funds 4,212,329.78 3,971.20 4,208,358.58 400,898.60 3,807,459.98 Debt Service Funds 315 AIRPORT 2003 DEBT RESERVE 1,038,904.00 1,038,904.00 1,038,904.00 0.00 0.00 100% 100% 317 COVELESKI BOND DEBT RESERVE 503,351.13 503,351.13 503,351.13 0.00 0.00 319 REDEVELOPMENT BOND - BLACKTHORN GOLF 0.00 0.00 0.00 0.00 0% 0.00 328 SBCDA 2003 DEBT RESERVE 1,735,840.00 0.00 1,735,840.00 1,735,840.00 0.00 100% Total Debt Service Funds 3,278,095.13 0.00 3,278,095.13 3,278,095.13 0.00 Total Redevelopment Commission Funds 42,503,875.70 15,880,215.73 45,831,055.40 3,327,179.70 26,623,659.97 222,610,337.19 31,837,351.90 190,772,985.29 88,824,978.30 City Operations Total 101,948,006.99

<b>a</b> 0		Notes	Cash Reserve Policy
<b>ge</b> 0%			
J%	$\checkmark$	Propety taxes in June and December	25% of annual expenditures - higher due to property tax delays
	$\bigcirc$		
	$\mathbf{v}$		
1%			20% of annual expenditures
0%		No 2013 expenditure budget	20% of annual expenditures
0%		No 2013 expenditure budget	20% of annual expenditures
6%	$\overline{\otimes}$	Cash reserves less than target	20% of annual expenditures
J /0	<b>W</b>		
	$\bigcirc$		
0%			100% debt service reserve per bond covenants
0%	$\overline{\bigcirc}$		100% debt service reserve per bond covenants
0%	$\overline{\bigcirc}$		100% debt service reserve per bond covenants
0%	$\overline{\bigcirc}$		100% debt service reserve per bond covenants
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31-Aug-13

30-Sep-13 31-Oct-13

30-Nov-13

40%

43%

41%

40%

20%

20%

20%

20%

Motor Vehicle Highway - 202

