

Cashbook Basics

CONCEPTS WHICH DRIVE OUR BALANCE
AND SETTLEMENT PROCESSES

Left Side

This side represents values entered into your software.

TREASURY	DAILY BALANCE OF CASH AND POSITIONS	DATE:	2/28/17
1	2	3	4
Transferred By	Transferred By	Transferred By	Transferred By
5	6	7	8
9	10	11	12
13	14	15	16
17	18	19	20
21	22	23	24
25	26	27	28
29	30	31	32
33	34	35	36
37	38	39	40
41	42	43	44
45	46	47	48
49	50	51	52
53	54	55	56
57	58	59	60
61	62	63	64
65	66	67	68
69	70	71	72
73	74	75	76
77	78	79	80
81	82	83	84
85	86	87	88
89	90	91	92
93	94	95	96
97	98	99	100
TAX COLLECTIONS			
1 001 Center	\$4,715.45		\$4,715.45
2 002 City of Kokomo	\$56,736.67		\$56,736.67
3 003 Clay-Kokomo	\$1,521.11		\$1,521.11
4 006 Harrison-Kokomo	\$30,495.00		\$30,495.00
5 007 Howard-Kokomo	\$439.01		\$439.01
6 010 Jackson	\$12,637.29		\$12,637.29
7 011 Liberty	\$35,951.67		\$35,951.67
8 012 Greentown Corp	\$13,567.21		\$13,567.21
9 015 Taylor-Kokomo	\$54,006.06		\$54,006.06
10 016 Union	\$18,790.34		\$18,790.34
11 017 Clay	\$36,504.28		\$36,504.28
12 018 Ervin	\$34,030.98		\$34,030.98
13 019 Harrison	\$18,670.54		\$18,670.54
14 020 Honey Creek	\$3,923.00		\$3,923.00
15 021 Russville Corp	\$10,464.18		\$10,464.18
16 022 Howard	\$19,883.01		\$19,883.01
17 025 Monroe	\$12,286.81		\$12,286.81
18 024 Taylor	\$14,389.35		\$14,389.35
19 025 MTE Center-Kokomo	\$0.00		\$0.00
20 026 MTE Clay-Kokomo	\$0.00		\$0.00
21 027 MTE Harrison-Kokomo	\$2,727.69		\$2,727.69
22 028 MTE Howard-Kokomo	\$0.00		\$0.00
23 029 MTE Taylor-Kokomo	\$0.00		\$0.00
24			\$0.00
25			\$0.00
26			\$0.00
27			\$0.00
28			\$0.00
29			\$0.00
30			\$0.00
31			\$0.00
32			\$0.00
40	Matches Balance		\$0.00
41 TOTAL TAXES	\$622,170.91	\$622,170.91	\$0.00
42 LESS ADVANCE DRAWS	\$0.00	\$0.00	XXXXXXXXXX
43 BALANCE OF TAXES TO BE SETTLED	\$622,170.91	\$622,170.91	\$0.00
44 OTHER SOURCES			\$0.00
45 Cash Change Fund	\$500.00		\$500.00
46 Barret Law	\$0.00		\$0.00
47 Conservancy	\$0.00		\$0.00
48 Delinquent Sewage	\$23,064.57		\$23,064.57
49 Ditch Maintenance	\$18,933.11		\$18,933.11
50 Ditch Reconstruction	\$0.00		\$0.00
51 Eligible Homestead	\$564.23		\$564.23
52 Unpaid Building Lien	\$0.00		\$0.00
53 Weed Liens	\$12,969.67		\$12,969.67
54 Demand Fees	\$170.00		\$170.00
55 Tax, Vendor, NSF Fees	\$815.00		\$815.00
56 Special Assessment Fee	\$2,445.90		\$2,445.90
57 Advance Payments	\$137,709.53		\$137,709.53
58 Surplus Payments	\$12,708.30		\$12,708.30
59 Overpayments	\$0.00		\$0.00
60 Collection Fees	\$400.00		\$400.00
61 Inkkeepers Tax	.46		.46
62 Vehicle License Excise Tax DMV	.70		.70
63 Fall Advance	.00		.00
64	.00		.00
65 TOTAL OTHER SOURCES			\$40,029.50
66 NOTE: Receipts and disbursements shown on the 67			
67 listed and investments purchased as shown on the 68			
68 investments purchased from specific fund in the funds by 69			
70			
71			
72 FUNDS LEDGER - INVESTMENTS			\$0.00
73 TOTAL CHARGES(Add Col 5, line 43,65,69,72)	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX

Right Side

This side represents the money IN the BANK: Deposits, Investments,

TREASURER'S DAILY STATEMENT OF CASH AND DEPOSITORIES	DATE	2017			
		Deposits	Investments	Warrants Issued	
		Tax Collections	Other Than Funds Ledger	Funds Ledger	Other Than From Funds Ledger (Cost)
		Col 2 Line 08	Col 3 Line 08	Col 4 Line 08	Col 5 Line 08
		8	9	10	11
CASH IN DEPOSITORIES (List by Depositor)					
1	First Farmer-General Fund	\$0,964,536.59	\$0.00		\$0,964,536.59
2	Tax				
3	Quetes				
4	ACH Deposits				
5	Inkeepers				
6	Credit Card				
7	First Farmers DD				
8	Community First	\$2,930,729.49			\$2,930,729.49
9	KeyBank	\$4,923,249.46			\$4,923,249.46
10	Savin Bank	\$1,038,322.90			\$1,038,322.90
11	First Farmers Investment	\$0.00			\$0.00
12	Star Financial ACH	\$1,525,662.05			\$1,525,662.05
13	First Farmers BMV	\$2,376,778.70			\$2,376,778.70
14	First Bank Of Berne	\$2,356,361.81			\$2,356,361.81
15	BMO Harris	\$5,063,215.14			\$5,063,215.14
16	First Farmers Anthem Insurance	\$1,286,820.00			\$1,286,820.00
17	First Farmers Payroll Fund	\$553,037.07			\$553,037.07
18	First Farmers Workman's Comp	\$18,628.34			\$18,628.34
19					
20	Total Cash in Depositories	\$20,101,542.24	\$0.00	\$0.00	\$0.00
21					
22					
23					
24					
25	Investments (Per Register of Invest)	\$0.00			\$0.00
26	U.S. Government Securities	\$0.00			\$0.00
27	Certificates of Deposit (List by Depositories)				
28	Monies on Deposit				
29	FFBT M-11-15-17 R-0.30%	\$2,500,000.00			\$2,500,000.00
30	Community First M-2-15-18 R: 1.0%	\$2,500,000.00			\$2,500,000.00
31	Community First M-2-15-18 R: 0.85%	\$2,500,000.00			\$2,500,000.00
32	Savin Bank M-3-15-17 R-0.53%	\$5,000,000.00			\$5,000,000.00
33	Security Federal 5-12-16	\$109,008.09			\$109,008.09
34		\$0.00			\$0.00
35		\$0.00			\$0.00
36					
37	Total Investments	\$12,609,008.09	\$0.00	\$0.00	\$0.00
38					
39					
40	Total Cash and Investments	\$32,710,550.33	\$0.00	\$0.00	\$0.00
41					
42					
43					
44					
45					
46					
47					
48	CASH DRAWER:				
49	CASH OPENING Col 12, line 64 Previous Day		\$500.00	\$0.00	\$0.00
50	Received Col 3 line 41		\$0.00	\$0.00	\$0.00
51	Received Col 3 line 08		\$0.00	\$0.00	\$0.00
52	Received Col 3 line 09		\$0.00	\$0.00	\$0.00
53	Received Col 11 line 41		\$0.00	\$0.00	\$0.00
54	Total Cash Receipts		\$0.00	\$0.00	\$0.00
55					
56					
57	Deposited Col 9 line 19		\$0.00	\$0.00	\$0.00
58	Deposited Col 9 line 19		\$0.00	\$0.00	\$0.00
59	Total Deposited		\$0.00	\$0.00	\$0.00
60	CASH ON HAND - CLOSING				
61	Currency				
62	Coins				
63	Checks and Money Orders				
64					
65	TOTAL CASH - CLOSING				
66	ANALYSIS OF CASH LONG AND SHORT				
67	Net Cash Short Prior (Add)				
68	Cash Short Today (Add)				
69	Net Cash Long - Prior (Deduct)				\$0.00
70	Cash Long Today (Deduct)				\$0.00
71	Net Cash Short (Add) or Long (Deduct)				\$0.00
72	TOTALS - CASH PROOF		\$500.00	\$0.00	\$0.00
73	TOTAL CREDITS (Add Col 12 lines 43 & 71)				\$43,641,779.83
74					\$0.00

The Transition

from daily balancing
to SETTLEMENT

But first... just to break it up a little bit



Settlement

THIS IS WHY WE DO WHAT WE DO...

TREASURER'S DAILY BALANCE OF CASH AND DEPOSITORIES						DATE:	2/28/2017
CREDITS	Balance From Previous Day	Deposits		Withdrawals Issued		Balance Close Of Day	
		Tax Collections Other Sources S. Funds Ledger	Investments Cashd Other Than From Funds Ledger (cont)	Funds Ledger Col 4 Line 88	Withdrawals Purchas Other Than From Funds Ledger (Cont)		
6	7	8	9	10	11	12	
CASH IN DEPOSITORIES (List by Depository)							
1 First Farmer/General Fund	\$0.00					\$0.00	
2 Tax							
3 Quietus							
4 ACH Deposits							
5 Inkeepers							
6 Credit Card							
7 First Farmers DD							
8 Community First	\$2,900,729.49					\$2,900,729.49	
9 KeyBank	\$4,823,249.45					\$4,823,249.45	
10 Balfin Bank	\$1,036,222.90					\$1,036,222.90	
11 First Farmers Investment	\$0.00					\$0.00	
12 Star Financial ACH	\$1,525,692.05					\$1,525,692.05	
13 First Farmers BMV	\$2,376,779.70					\$2,376,779.70	
14 First Bank Of Berns	\$2,396,361.91					\$2,396,361.91	
15 BMO Harris	\$5,063,215.14					\$5,063,215.14	
16 First Farmers Anthem Insurance	\$1,286,820.00					\$1,286,820.00	
17 First Farmers Payroll Fund	\$853,037.07					\$853,037.07	
18 First Farmers Workman's Comp	\$16,626.34					\$16,626.34	
19							
20 Total Cash in Depositories	\$26,101,542.24	\$0.00	\$0.00	\$0.00	\$0.00	\$26,101,542.24	
21							
22							
23							
24							
25 Investments (Per Register of Invest	\$0.00					\$0.00	
26 U.S. Government Securities	\$0.00					\$0.00	
27 Certificates of Deposit (List by Depository)							
28 Money on Deposit							
29 FFST M-11-16-17 R-0.00%	\$2,500,000.00					\$2,500,000.00	
30 Community First M-3-15-18 R- 1.00	\$2,500,000.00					\$2,500,000.00	
31 Community First M-3-15-18 R-0.00%	\$2,500,000.00					\$2,500,000.00	
32 Cain Bank M-5-16-17 R-0.63%	\$5,000,000.00					\$5,000,000.00	
33 Security Federal 5-13-16	\$136,008.08					\$136,008.08	
34	\$0.00					\$0.00	
35	\$0.00					\$0.00	
36							
37							
38							
39							
40 Total Investments	\$12,806,008.08	\$0.00	\$0.00	\$0.00	\$0.00	\$12,806,008.08	
41							
42							
43							
44 Total Cash and Investments	\$38,907,550.32	\$0.00	\$0.00	\$0.00	\$0.00	\$38,907,550.32	
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Balancing Settlement

When settlement is finished you will receive:

- Transfer by quietuses
- Disbursement report

That is Cashbook and Settlement in a nutshell

QUESTIONS...

Weston Reed
P: 765-456-2023
E: wes.reed@howardcountyin.gov