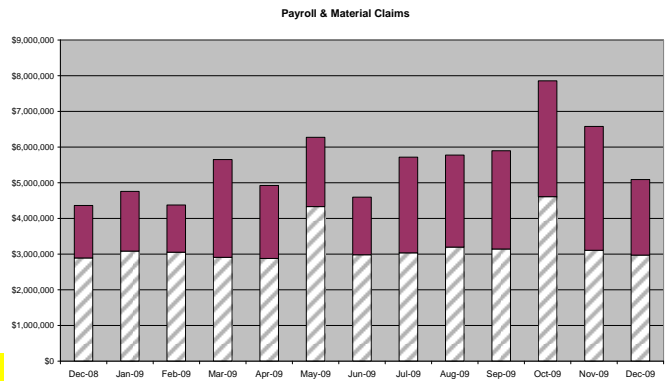


**Payroll & Material Claims**

Date	Payroll	Vendor	Total
Dec-08	\$2,891,302.85	\$1,469,652.97	\$4,360,955.82
Jan-09	\$3,082,576.70	\$1,676,888.00	\$4,759,464.70
Feb-09	\$3,052,117.31	\$1,321,441.78	\$4,373,559.09
Mar-09	\$2,908,436.83	\$2,743,951.34	\$5,652,388.17
Apr-09	\$2,879,914.35	\$2,043,955.96	\$4,923,870.31
May-09	\$4,329,030.84	\$1,944,624.86	\$6,273,655.70
Jun-09	\$2,980,506.13	\$1,616,455.52	\$4,596,961.65
Jul-09	\$3,037,127.39	\$2,681,493.59	\$5,718,620.98
Aug-09	\$3,197,480.24	\$2,577,443.63	\$5,774,923.87
Sep-09	\$3,142,642.48	\$2,755,652.01	\$5,898,294.49
Oct-09	\$4,611,311.60	\$3,245,397.08	\$7,856,708.68
Nov-09	\$3,105,990.51	\$3,473,686.26	\$6,579,676.77
<b>Dec-09</b>	<b>\$2,971,185.01</b>	<b>\$2,118,329.48</b>	<b>\$5,089,514.49</b>



MEMORANDUM FOR: Mayor & Council

FROM: David Swindell, Chief Financial Officer

SUBJECT: December Payroll and Material Claims

DATE: January 7, 2010

1. Total payroll and material claims: **\$5,089,514.49**

Of which: payroll related: \$2,971,185.01 (684 employees (-22); 483 Full-time (-3) & 19 Half-time (+1))  
 vendor claims: \$2,118,329.48 (136 Part time (-2) & 39 Seasonal PT (-18), 7 elected (NC))

2. Vendor claims \$10,000 or more:

Alliance Title & Escrow	46,391.42	216 W Young and 537 S. Johnson infill purchases (CDBG Fund)
Bannock Co. Solid Waste	94,405.12	November Landfill charges (Sanitation)
Bannock Planning Organization	33,633.00	FY10 metro area planning services share (non-Dept)
Beeman & Associates	14,419.59	Water rights litigation services (Water)
Bowen Petroleum Inc.	86,860.39	Fuel (Fuel Fd, on behalf of all depts.) + WPC
<b>Build, Inc.</b>	<b>245,891.16</b>	<b>Progress pmt, South Valley water tank (Water Const Fund)</b>
Clark Radio Electronics, Inc.	15,341.00	5 vehicle radios (4ea Police; 1ea Transit police)
Desert Mountain Corp	15,501.40	Ice slicer and liquid anti-icing (Street)
Harris, Jeffery	10,000.00	Water right share option payment (Water Capital Fund)
HDR Inc.	98,864.15	Eng svcs, South Connector (Fed Aid); terminal project (Airport)
Hydro Specialties Company	10,176.00	Radio read water meter units (Water)
Idaho Power Co.	132,601.51	Electric utility (all depts. & funds) Water largest @\$38,188.57
Intermountain Gas Co.	29,112.89	Natural gas utility (all depts) WWTP largest @\$5,343.21
Jack B Parsons Companies	17,179.80	Final pmt parking lot (Airport Const Fd); cold mix (Water, WPC)
<b>Pioneer Title Co.</b>	<b>304,499.50</b>	<b>North Arthur land purchase future shop site (Water Capital Fund)</b>
Pocatello, City of	13,889.51	City utilities (all departments, parks garbage largest@\$4,235.25)
Safeway Sign Company	14,752.20	Traffic signs for stock (Traffic)
Santiam Emergency Equip Inc.	18,033.56	10 sets firefighter turnouts, gloves, boots (Fire)
Spronk Water Engineers	12,294.35	Water rights litigation support (Water)
<b>Stock CMS</b>	<b>260,500.00</b>	<b>Progress payments airport terminal project (Airport capital fund)</b>
Thatcher Chemical Company	20,271.28	Sulfur dioxide and chlorine for restock (WPC)
Weidner & Associates	14,586.93	10 ea SCBA bottles (Fire); buffer solution (WPC)
<b>Wells Fargo Purchase Card</b>	<b>293,907.39</b>	<b>December purchase card (report on reverse, 1073 transactions)</b>
<b>Large Vendor Subtotal</b>	<b>\$ 1,803,112.15</b>	Explains 85.1% of all vendor claims

**Of note:** December was a normal 2-payroll month. Seasonal part-time employment continued to drop and full-time employment declined slightly due to December retirements. Vendor claims ran a little high for a December. Normally, vendor claims drop in December due to seasonable slow-downs in construction. This year, several projects combined to keep vendor payments a little higher. Build, Inc. continued progress on the South Valley water tank (\$245K, 55% grant funded); Pioneer Title (\$304K) for land for future water shop (Water bond funded); and Stock CMS (\$260K) for continued progress on the Airport terminal project (federal stimulus grant funded). Less these three items, vendor claims would be \$810,890.66 less. The result of \$1,307,438.82 would be less than vendor claims in December 2008 or December 2007. The Wells Fargo p-card program totaled \$293,907.39 in a longer than normal cycle @ 34 days with 1,073 transactions, detailed below.

## December Purchase Card Report

### 1. Cycle statistics:

### Purchase Card Activity Summary

Cycle Date	# Transactions	Amount	Avg Transaction Size	# of Cardholders	# of Cardholders with Transactions
Dec-08	960	\$235,483.24	\$245.30	204	129
Jan-09	989	\$219,022.17	\$221.46	207	138
Feb-09	1011	\$220,272.00	\$217.88	207	132
Mar-09	922	\$202,753.62	\$219.91	205	132
Apr-09	1255	\$279,785.03	\$222.94	204	141
May-09	1216	\$210,090.45	\$172.77	206	151
Jun-09	1072	\$224,525.73	\$209.45	206	138
Jul-09	1151	\$222,626.22	\$193.42	204	144
Aug-09	1106	\$214,146.99	\$193.62	204	133
Sep-09	972	\$275,661.71	\$283.60	206	140
Oct-09	1326	\$411,724.67	\$310.50	203	153
Nov-09	1078	\$226,011.58	\$209.66	204	143
Dec-09	1073	\$293,907.39	\$273.91	204	139

Cycle dates went 11/21/2009 thru 12/24/2009 (34 days)

### 2. Transactions > \$10,000:

Randy Allen, Sanitation	\$10,800.00	Jack's Tire & Oil	24 drive tires
Darrel Clemens, WPC	\$23,985.92	CH Spencer & Co	recirculating pumps for digesters
Juan Figueroa, Info Tech	\$36,070.92	CDW Govt	9 toughbook computers (3 fire, 6 police)
Darrell Maravilla, WPC	\$19,219.44	Pump Co LLC	rebuild gearbox primary pump #1

These purchase agents had monthly totals greater than \$10,000, composed of multiple smaller purchases:

Randy Allen, Sanitation	\$18,154.76	Drive tires per above, plus other tires and building repairs
Dawn Burget, Police	\$12,296.97	Police uniforms, vehicle maintenance, dispatch headsets, rifle slings
Darrel Clemens, WPC	\$47,607.32	Pumps per above, other pumps, generator oil and various repair parts
Juan Figueroa, Info Tech	\$42,099.82	Toughbooks per above, one more PC, misc computer repair parts
Allen Green, Parks	\$14,463.86	Metal roof for maintenance building, fertilizer for all areas
Darrell Maravilla, WPC	\$19,394.62	Pump rebuild per above, electrical and phone repairs
Aaron Ozburn, Transit	\$12,387.86	Mostly tires for buses, various other heavy bus repair parts
Delane Schumacher, Sanitation	\$12,867.68	Winch, filters, paint, engine oil, air compressor, various heavy truck parts

### 3. Of Note: Somewhat longer cycle at 34 days. Cycles are timed to coincide with Council dates.