

PAYROLL & MATERIAL CLAIMS REPORT

Payroll & Material Claims				Employee Count					
Date	Payroll	Vendor	Total	Full-time	Half-time	Part-time	Seasonal	Elected	Total
Jan-20	\$3,886,422.68	\$3,190,448.65	\$7,076,871.33	525	13	143	0	7	688
Feb-20	\$3,672,896.72	\$2,645,111.02	\$6,318,007.74	524	13	145	0	7	689
Mar-20	\$3,711,335.27	\$1,966,824.00	\$5,678,159.27	524	13	146	1	7	691
Apr-20	\$3,729,457.21	\$3,176,923.66	\$6,906,380.87	521	13	135	40	7	716
May-20	\$5,264,743.45	\$3,114,060.48	\$8,378,803.93	522	13	133	50	7	725
Jun-20	\$3,797,487.87	\$3,812,217.78	\$7,609,705.65	525	11	129	101	7	773
Jul-20	\$3,802,944.82	\$3,759,239.98	\$7,562,184.80	523	11	128	99	7	768
Aug-20	\$3,812,833.20	\$5,360,941.06	\$9,173,774.26	520	11	127	94	7	759
Sep-20	\$3,781,026.24	\$3,022,563.23	\$6,803,589.47	523	11	123	39	7	703
Oct-20	\$5,462,380.27	\$4,550,358.27	\$10,012,738.54	523	13	124	28	7	695
Nov-20	\$4,210,298.91	\$1,973,164.75	\$6,183,463.66	529	12	124	18	7	690
Dec-20	\$3,633,153.52	\$2,710,534.00	\$6,343,687.52	535	12	125	2	7	681
Jan-21	\$3,781,690.26	\$2,404,954.03	\$6,186,644.29	534	12	124	2	7	679
1 mo. change:				-1	0	-1	0	0	-2

DATE: February 4, 2021

1. Total payroll and material claims: **\$6,186,644.29**

Of which: Payroll related: \$3,781,690.26 [679 employees (-2)]
Vendor claims: \$2,404,954.03

2. Large Vendor claims:

CDW Government Inc	130,927.04	Other Activity- Police Body Camera Systems
Multiple Vendors	100,000.00	Idaho Rebounds Grant Awards
Key Government Finance Inc	543,159.55	Water Revenue Bond P & I Payment
Wells Fargo Purchase Card	220,956.88	January P-card cycle(transactions; report on reverse)
Bannock Co. Solid Waste	98,885.53	Sanitation - Landfill fees
Idaho Power Co	164,249.10	Multiple Funds - electric utility
Intermountain Gas	29,419.04	Multiple Funds - utility
Pocatello City-of- Utility Bill Dept.	9,317.16	Multiple Funds -Water, Sewer, Garbage
Remaining Large Vendor Claims		
Airport Seating Alliance (ASA)	14,839.00	Other Activity- Airport Terminal Seating
Bureau of Reclamation/Pacific N.W.	20,038.91	Water- Palisades Reservoir O&M Contract
Commercial Tire Inc	19,791.91	Fleet- Tires, Installs, Flat Repairs, & Svcs
CP Integrity Construction	15,158.23	Lead Grant- Lead Hazard Proj; CDBG- Targeted Rehab Proj
Idaho State Police (ILETS)	13,906.25	ILETS Police- Access & User Fees (Jan-March)
Idaho Materials & Construction - Poc	18,119.82	WPC- Flandro Lift Station Upgrades
Intermountain Claims	23,932.88	Workers Comp Monthly Claims & Admin Expenses
Keller Associates Inc	16,240.00	WPC- Facility Plan Update & Idaho Power O&M Certification
Kellerstrass Enterprises Inc	23,844.80	WPC & Fuel Fund- Fuel
Lynch Oil Inc	16,993.46	Fuel Fund- Fuel
Mickelsen Construction Inc	37,232.75	Water- Road Base Materials
Murraysmith Inc	28,954.64	Water- Pocatello Creek Booster Project & Pipeline Eng Svcs
NAPA Auto Parts	58,321.37	Fleet- IBS On-site Operating Costs & Parts (Dec)
NWFF Employee Benefit Trust	117,457.72	Fire & Amb- Medical Insurance
Old Town Pocatello (BID)	11,719.99	BID-Business Improvement District Pass Thru Revenues(Jan)
Pacific Steel #32	15,396.59	Street/Sanitation- Metal Grating, Steel for Skids
Rogers Machinery Co Inc	10,732.88	WPC- Air Dryer System & Purge Muffler
Schaeffer Mfg Co	12,345.24	Transit- Oil & Lube Supplies
Sherwin-Williams Co	13,774.54	Street/Sanitation & City Hall- Paint & Supplies
SICOG	14,899.98	Transit- Mobility Support Svcs(Oct,Nov,Dec)
Somach Simmons & Dunn	13,592.86	Water- Legal Fees; WPC- Effluent-Reuse Atty
Summit National Bank	85,928.03	Street- CAT Equip Lease Pmts (Excavator, Loader, & Grader)
T-O Engineering Company	21,930.99	Airport Construction- BLM Expansion, Taxiway, Apron, & Other Projects
Western Industrial Motor Repair	31,180.11	WPC- Pump for Old Aeration Lift Station, Motor Rebuilds, Blower Alignment
Western Recycling	25,125.84	Sanitation- Recycle Charges
Western Systems	22,575.06	Street- Control Cabinet @ Main/Garrett, Vector Radar System @ Olympus/Fairway
Large Vendor Subtotal	\$2,000,948.15	Represents 83.2% of all vendor claims

Of note: Total vendor claims for the month of January FY2021 were down \$785,494.62 compared to January FY2020. This month reflected insurance, capital construction expenses, equipment, fuel, vehicles, repairs, supplies, and utility payments. It was a typical payroll month with 2 payrolls. Employee count reflected changes in full-time & part-time employees this month with a net decrease of 2. The Wells Fargo Purchase Card Program totaled \$220,956.88 in a 32-day cycle with 954 transactions, summarized below:

January 2021 Purchase Card Activity Report

1. Cycle statistics:

Purchase Card Activity Summary					
Cycle Date	# Transactions	Amount	Avg Transaction Size	# of Cardholders	# of Cardholders with Transactions
Jan-20	836	\$258,000.99	\$308.61	264	167
Feb-20	1,360	\$251,844.62	\$185.18	265	159
Mar-20	1,002	\$225,246.48	\$224.80	267	153
Apr-20	681	\$221,521.08	\$325.29	264	150
May-20	931	\$251,759.31	\$270.42	269	163
Jun-20	1,172	\$259,476.29	\$221.40	268	132
Jul-20	1,132	\$272,002.97	\$240.29	268	147
Aug-20	1,098	\$296,979.50	\$270.47	268	138
Sep-20	1,157	\$431,362.85	\$372.83	267	153
Oct-20	1,275	\$448,547.20	\$351.80	274	147
Nov-20	978	\$227,764.09	\$232.89	277	154
Dec-20	834	\$238,636.77	\$286.14	273	127
Jan-21	954	\$220,956.88	\$231.61	277	149

Cycle includes 12/19/2020 thru 1/20/2021 (32 days)

2. Transactions > \$10,000:

The following 3 City employees purchased items totaling more than \$10,000. Multiple smaller purchases comprised these totals:

Scharfen, Beau -WPC	\$ 26,965.85	Spare Pumps, Valves, HMI Screen Software License Renewal, Uninterruptible Power Supplies, Foam Board, Filters, other parts & supplies.
Dunn, Marshal -WPC	\$ 18,503.13	Polymer, Windshield, Paint, other parts & supplies.
Hoskins, Andres -Transit	\$ 14,630.36	Tires, Rear Suspension Beam & Hardware Kit, Ice Melt, Filters, Batteries, other parts, repairs, & supplies.