
September 2020 Monthly Financial Report



**Finance Department
September, 2020
(Unaudited)**

Includes the Hermiston Urban Renewal Agency

2020-2021 Monthly Financial Report

Hermiston Urban Renewal Agency (HURA)

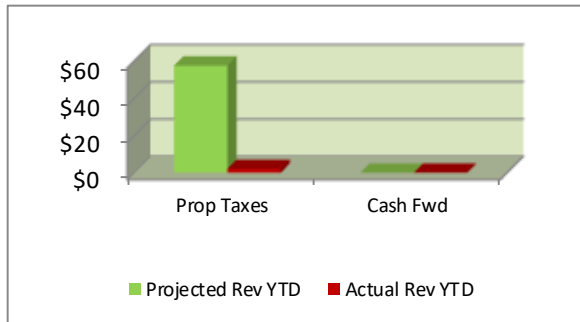
For the Month Ending September 30, 2020

Resources

by Category

Through September, 2020

(in \$1,000)



	Annual Proj Rev	Projected Rev YTD	Actual Rev YTD	Var Fav/ (Unfav)	% Var
Prop Taxes	\$ 230	\$ 58	\$ 2	\$ (56)	(97%)
Cash Fwd	373	\$ -	-	-	0%
Total	\$ 372	\$ 58	\$ 2	\$ (56)	(97%)

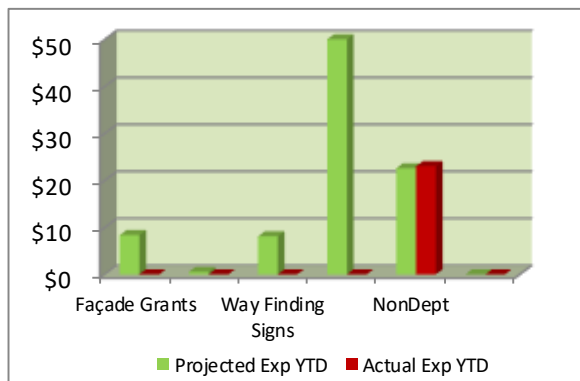
Note: variance is calculated as a percent of the projected revenue YTD.

Expenditures

by Character

Through September, 2020

(in \$1,000)



	Annual Proj Exp	Projected Exp YTD	Actual Exp YTD	Var Fav/ (Unfav)	% Var
Façade Grants	\$ 50	\$ 8	\$ -	\$ 8	100%
Festival St	3	\$ 1	\$ -	\$ 1	0%
Way Finding Signs	49	8	\$ -	\$ 8	100%
Parking Improv.	300	50	\$ -	\$ 50	100%
NonDept	135	23	\$ 23	\$ (0)	(2%)
Contingency	66	-	-	-	0%
Total	\$ 602	\$ 89	\$ 23	\$ 66	74%

Note: variance is calculated as a percent of the projected expenditures YTD.

The 2020-21 budget for the Urban Renewal Agency is \$ 602,725. This includes \$50,000 for Façade Grants, \$3,000 for the Festival Street, \$48,500 in Way Finding Signs, \$300,000 for Parking Improvements, \$26,000 for Non-Departmental, \$109,287 for Loan Repayment to the City, and \$65,938 for Contingency.

Property taxes will be under projected totals until November 2020.

2020-2021 Monthly Financial Report

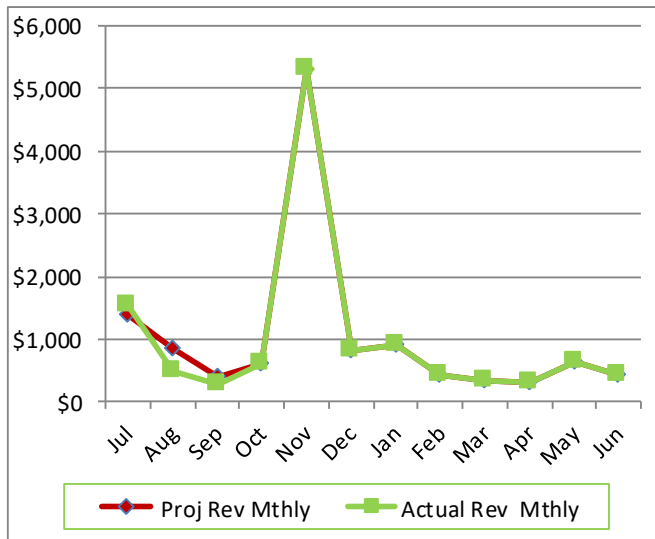
City of Hermiston, Oregon

General Fund Resources

For the Month Ending September 30, 2020

Through September, 2020

All Resources



	Proj Rev Mthly	Proj Rev	Actual Rev Mthly	Var Fav/ (Unfav)	% Var
Jul	\$ 1,385	\$ 1,385	\$ 1,523	\$ 138	10%
Aug	\$ 851	\$ 851	\$ 488	\$ (363)	(43%)
Sep	\$ 398	\$ 398	\$ 289	\$ (109)	(27%)
Oct	\$ 608		\$ 608	\$ -	
Nov	\$ 5,302		\$ 5,302	\$ -	
Dec	\$ 821		\$ 821	\$ -	
Jan	\$ 899		\$ 899	\$ -	
Feb	\$ 429		\$ 429	\$ -	
Mar	\$ 331		\$ 331	\$ -	
Apr	\$ 320		\$ 320	\$ -	
May	\$ 631		\$ 631	\$ -	
Jun	\$ 433		\$ 433	\$ -	
Total	12,408	2,635	12,074	(334)	(13%)
Cash Fwd	3,272	-	-	-	0%
Total	\$ 15,680	\$ 2,635	\$ 12,074	(334)	(13%)

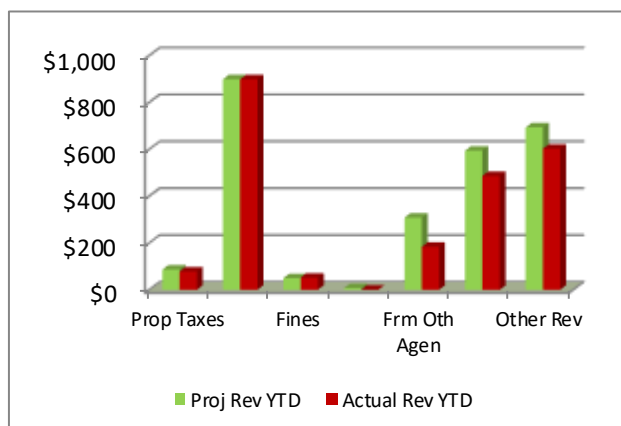
Estimated General Fund revenues for the 2020-21 fiscal year are \$12,408 (inclusive of the Supplemental Budget approved on September 28, 2020.) Projected revenues through September were \$2,697,000, compared to actual revenues of \$2,300,000, a negative variance of \$334,000.

General Fund Revenue

by Category

Through September, 2020

(in \$1,000)



	Annual Proj Rev	Proj Rev YTD	Actual Rev YTD	Var Fav/ (Unfav)	% Var
Prop Taxes	\$ 5,996	\$ 86	\$ 78	\$ (8)	(9%)
Lic	\$ 1,292	\$ 898	898	0	0%
Fines	\$ 200	\$ 50	52	2	5%
Interest Rev	\$ 35	\$ 7	1	(6)	(86%)
Frms Oth Agen	\$ 1,265	\$ 307	183	(124)	(40%)
Svc Chgs	\$ 2,048	\$ 593	485	(108)	(18%)
Other Rev	\$ 1,572	\$ 693	602	(91)	(13%)
Cash Fwd	\$ 3,272	\$ -	-	-	0%
Total	\$15,680	\$ 2,635	\$ 2,300	(334)	(13%)

Note: variance is calculated as a percent of the projected revenue YTD.

2020-2021 Monthly Financial Report

City of Hermiston, Oregon

General Fund Expenditures

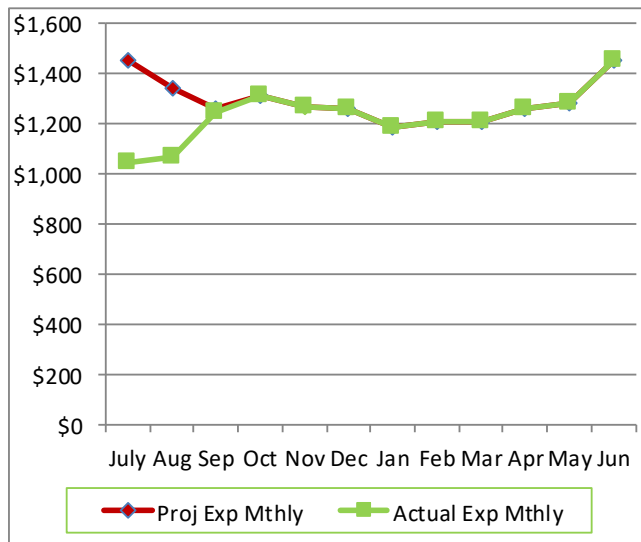
For the Month Ending September 30, 2020

General Fund Expenditure Summary

All Requirements

Through September, 2020

(in \$1,000)



	Proj Exp Mthly	Proj Exp	Actual Exp Mthly	Var Fav/ (Unfav)	% Var
July	\$ 1,454	\$ 1,454	\$ 1,045	\$ 409	28%
Aug	\$ 1,341	\$ 1,341	\$ 1,069	\$ 272	20%
Sep	\$ 1,262	\$ 1,262	\$ 1,248	\$ 14	1%
Oct	\$ 1,314	\$ -	\$ 1,314	\$ 1,314	0%
Nov	\$ 1,268	\$ -	\$ 1,268	\$ 1,268	0%
Dec	\$ 1,259	\$ -	\$ 1,259	\$ 1,259	0%
Jan	\$ 1,189	\$ -	\$ 1,189	\$ 1,189	0%
Feb	\$ 1,207	\$ -	\$ 1,207	\$ 1,207	0%
Mar	\$ 1,212	\$ -	\$ 1,212	\$ 1,212	0%
Apr	\$ 1,259	\$ -	\$ 1,259	\$ 1,259	0%
May	\$ 1,285	\$ -	\$ 1,285	\$ 1,285	0%
Jun	\$ 1,453	\$ -	\$ 1,453	\$ 1,453	0%
Total	15,502	4,057	14,807	12,140	18%
Contngcy	178	-	-	-	0%
Total	\$ 15,680	\$ 4,057	\$ 14,807	\$12,140	18%

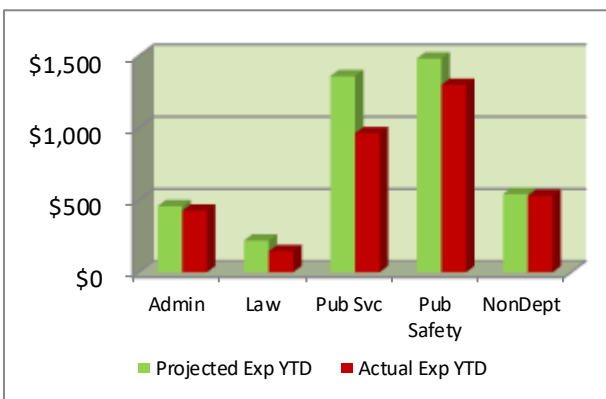
Projected General Fund monthly expenditures for September were \$1,262,000. Actual expenditures were \$1,248,000, which is \$14,000 less than projected. Public Services has the highest savings at \$306,000, and Public Safety at \$138,000. Total expense savings-to-date is \$695,000.

General Fund Expenditures

by Consolidated Department

Through September, 2020

(in \$1,000)



	Annual Proj Exp	Projected Exp YTD	Actual Exp YTD	Var Fav/ (Unfav)	% Var
Admin	\$ 1,780	457	427	30	7%
Law	978	220	145	74	34%
Pub Svc	4,738	1,358	962	396	29%
Pub Safety	5,841	1,480	1,298	183	12%
NonDept	2,344	542	530	12	2%
Unapp	-	-	-	-	0%
Total	\$15,680	\$ 4,057	\$ 3,362	\$ 695	17%

Note: variance is calculated as a percent of the projected expenditures YTD.

2020-2021 Monthly Financial Report

General Fund Expenditure Detail

For the Month Ending September 30, 2020

General Fund Expenditures by Department

	Annual Projected Exp	Projected Exp YTD	Actual Exp YTD	Var Fav/ (Unfav)	% Var Fav/ (Unfav)
City Council	65,740	28,151	19,950	8,201	29%
City Manager/Planning	1,100,845	275,431	263,367	12,064	4%
Finance	613,290	153,445	143,598	9,847	6%
Total Admin & Finance	1,779,875	457,027	426,915	30,112	7%
Legal	140,450	28,102	42,818	(14,716)	(52%)
Court	837,190	191,425	102,382	89,043	47%
Total Dept of Law	977,640	219,527	145,201	74,327	34%
Transportation	393,200	66,452	46,143	20,309	31%
Airport	412,775	104,613	53,805	50,808	49%
Bldg Inspection	527,770	132,048	131,019	1,029	1%
Parks	673,500	168,685	172,861	(4,176)	(2%)
Parks/Utility Landscaping	59,020	21,527	19,192	2,335	11%
Pool	582,195	317,407	94,971	222,436	70%
Municipal Buildings	119,060	29,789	31,561	(1,772)	(6%)
Library	911,055	215,019	201,415	13,604	6%
Recreation	742,470	202,762	141,203	61,559	30%
Community Center	255,995	64,050	46,346	17,704	28%
Harkenrider Center	60,520	15,142	23,959	(8,817)	(58%)
Total Public Services	4,737,560	1,337,494	962,474	375,020	28%
Public Safety Center	70,000	15,216	17,918	(2,701)	(18%)
Police Operations	5,770,585	1,465,212	1,279,971	185,241	13%
Total Public Safety	5,840,585	1,480,428	1,297,888	182,540	12%
Non-Departmental	2,166,525	542,065	529,739	12,326	2%
Unappropriated	177,635	0	0	0	0%
Total Non-Dept	2,344,160	542,065	529,739	12,326	2%
Total	15,679,820	4,036,541	3,362,217	674,324	17%
Straight Line Mthly Avg Projected Expense					

Within the Public Services category, YTD the Pool has the greatest amount of savings totaling \$222,436 and Police Operations had a savings of \$185,241.

2020-2021 Monthly Financial Report

Fund Balance - General Fund

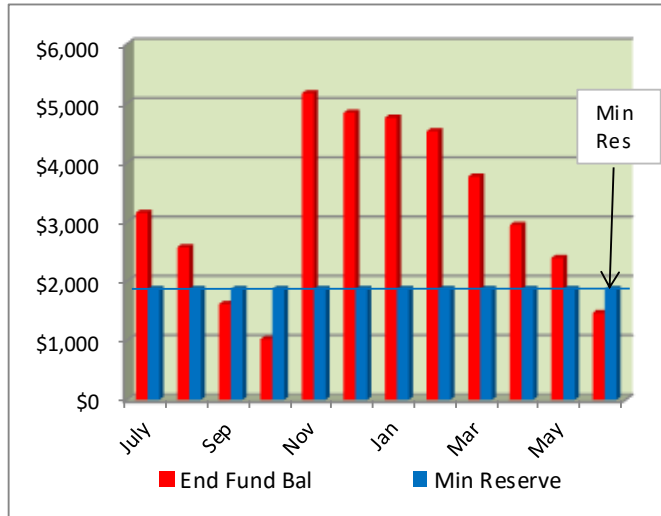
For the Month Ending September 30, 2020

General Fund

Ending Fund Balance

Through September, 2020

(in \$1,000)



Minimum Reserve = \$1,867,650

	Begin Fund Bal	Revenue	Expense	End Fund Bal	ACT/PROJ Fund Bal
July	\$ 2,676	\$ 1,523	\$ (1,045)	\$ 3,154	ACT
Aug	\$ 3,154	\$ 488	\$ (1,069)	\$ 2,573	ACT
Sep	\$ 2,573	\$ 289	\$ (1,248)	\$ 1,614	ACT
Oct	\$ 1,614	\$ 680	\$ (1,269)	\$ 1,025	PROJ*
Nov	\$ 1,025	\$ 5,369	\$ (1,223)	\$ 5,171	PROJ*
Dec	\$ 5,171	\$ 883	\$ (1,213)	\$ 4,841	PROJ*
Jan	\$ 4,841	\$ 1,061	\$ (1,144)	\$ 4,758	PROJ*
Feb	\$ 4,758	\$ 934	\$ (1,162)	\$ 4,530	PROJ*
Mar	\$ 4,530	\$ 403	\$ (1,167)	\$ 3,766	PROJ*
Apr	\$ 3,766	\$ 396	\$ (1,214)	\$ 2,948	PROJ*
May	\$ 2,948	\$ 682	\$ (1,239)	\$ 2,391	PROJ*
June	\$ 2,391	\$ 482	\$ (1,408)	\$ 1,465	PROJ*
Total	\$ 2,676	\$ 13,190	\$ (14,401)	\$ 1,465	

The General Fund balance at the end of August is \$1,614,000, which is approximately \$253,000 below the current Minimum Reserve requirement of \$1,867,650.

It should be noted the city has made an additional \$333k in CARES Act expenditures in August and September that have yet to be reimbursed by the State of Oregon. Had these economic development/assistance disbursements NOT been made the General Fund Ending Balance would have been \$1,947,000, approximately \$60,000 over the minimum reserve requirement of \$1,867,650.

2020-2021 Monthly Financial Report

Special Revenue Funds Report

For the Month Ending September 30, 2020

Special Revenue Funds

Resources & Requirements

	2020-21 Annual Budget	Actual YTD	Remaining Budget
Bonded Debt Fund			
Resources	692,200	4,195	688,005
Expenditures	524,619	295,600	229,019
Unappropriated Balance	167,581	N/A	N/A
Transient Room Tax (TRT)			
Resources	831,050	195,009	636,041
Expenditures	831,050	186,947	644,103
Unappropriated Balance	-	N/A	N/A
Reserve Fund			
Resources	12,430,850	1,559,927	10,870,923
Expenditures	11,336,456	507,929	10,828,527
Unappropriated Balance	1,094,394	N/A	N/A
Miscellaneous Special Revenue			
Resources	255,000	30,105	224,895
Expenditures	255,000	40,914	214,086
Unappropriated Balance	-	N/A	N/A
Christmas Express Special Revenue			
Resources	40,000	-	40,000
Expenditures	35,000	-	35,000
Unappropriated Balance	5,000	N/A	N/A
Law Enforcement Special Revenue			
Resources	99,125	3,113	96,012
Expenditures	50,125	10,318	39,807
Unappropriated Balance	49,000	N/A	N/A
Library Special Revenue			
Resources	43,800	-	43,800
Expenditures	43,800	219	43,581
Unappropriated Balance	-	N/A	N/A
Enterprise Zone Project Fund			
Resources	2,000,000	500,007	1,499,993
Expenditures	2,000,000	-	2,000,000
Unappropriated Balance		N/A	N/A
EOTEC Operations			
Resources	659,000	106,299	552,701
Expenditures	659,000	125,300	533,700
Unappropriated Balance		N/A	N/A

Beginning with the 2016-17 fiscal year the City began distinguishing within the funds some part of ending fund balance as contingency and some as reserved for future expenditure. The contingency is included in appropriations while the reserve for future expenditures is unappropriated.

The City uses multiple Special Revenue funds to account for revenues that are restricted to expenditure for particular purposes. They include funds for debt service, economic development, parks and recreation, capital projects, and grants. Since these funds are not operational in nature and are used for specific purposes from year-to-year, their expenditures do not typically follow a predictable pattern so budget variances are not calculated for them.

2020-2021 Monthly Financial Report

Utility and Street Funds Report

For the Month Ending September 30, 2020

Utility and Street Funds Report

Resources & Expenditures

	2020-21		Variance		
	Annual Budget	Projected YTD	Actual YTD	Fav/(Unfav)	% Variance
Street Fund					
Resources	2,209,155	362,509	604,841	242,332	67%
Expenditures	2,159,155	539,789	463,711	76,078	14%
Contingency/Unapp Balance	50,000	N/A	N/A	N/A	N/A

Utility Fund					
Resources	10,101,275	2,433,554	2,972,407	538,853	22%
Expenditures	9,191,131	2,297,783	1,941,771	356,012	15%
Contingency/Unapp Balance	910,144	N/A	N/A	N/A	N/A

HES Fund					
Resources	11,142,265	2,219,842	2,298,236	78,394	4%
Expenditures	9,650,928	2,412,732	2,221,851	190,881	8%
Contingency/Unapp Balance	1,491,337	N/A	N/A	N/A	N/A

Regional Water Fund					
Resources	1,477,000	257,750	210,371	(47,379)	(18%)
Expenditures	1,158,120	289,530	244,622	44,908	16%
Contingency/Unapp Balance	318,880	N/A	N/A	N/A	N/A

The **Street Fund** revenue-to-date is \$242k over projected amount. Received State Highway Allocation of \$104k and STP Allocation of \$337k this month. Expenditures-to-date are \$76k below projected amounts.

Revenues-to-date in the **Utility Fund** are \$539k over projections. Expenditures-to-date are \$356k below projected amounts.

The **HES Fund** revenue-to-date is \$78k over projections. Expenditures-to-date are \$191k below projections.

The **Regional Water Fund** revenues-to-date are \$47k under projections. Expenditures-to-date are \$45k under projected amounts.

2020-21 Monthly Financial Report

City of Hermiston, Oregon

Capital Projects Report

For the Month Ending September 30, 2020

Capital Projects

	2020-2021 Budget	YTD Expenditures	LTD Budget	LTD Expenditures	% Complete
Airport Master Plan Project	\$ -	\$ -	\$ 300,000	\$ 313,198	95%
Ridgeway Waterline	\$ 320,000	19,000	\$ 320,000	\$ 19,000	6%
Well #6 B/U Generator	\$ 320,000	-	\$ 320,000	\$ -	0%
7th St. Sewer Replacement	\$ 610,000	6,505	\$ 610,000	\$ 6,505	1%
Total	\$ 1,250,000	\$ 25,505	\$ 1,550,000	\$ 332,198	

Airport Improvements

The City began to update the Master Plan in 2018 for an estimated \$300,000.

September Update: Master Plan is still under review.

Ridgeway Waterline

This project will eliminate failing, deteriorating lines, which minimizes future repair work. It also eliminates steel pipes from the 1920's and improves public safety to ensure pipes include no lead.

September Update: Design engineering began in July.

Well #6 Backup Generator

Well No. 6 is the primary well and the only well available that could provide minimal water supply to lower pressure zones in the city during a power outage. The current pump was last repaired in 1994, and the backup pump lacks the capacity to service the pressure zone. The pump covers service area including Walmart Distribution Center, Eastern Oregon Higher Education Center, Pioneer See, and EOTEC. Preventative maintenance will avoid significant inconvenience and loss of water to area businesses.

September Update: There were no September expenditures.

7th Street Sewer Replacement

The existing sewer line lacks the capacity to provide expanding service to the Eastern Oregon Trade and Event Center and Cook Industrial Area. The replacement will allow continued development in the area. This project will replace about 1,960 feet of sanitary sewer line on SE 7th Street between E. Newport Ave. and E. Highland Ave. New polyvinyl chloride sewer pipe and precast manholes will be installed. Roadway restoration, traffic control measures, and sewage bypass will be included.

September Update: There were \$6,000 in expenses this month. Survey work began in August.