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# October 2020 Monthly Financial Report

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**Finance Department  
October 2020  
(Unaudited)**

*Includes the Hermiston Urban Renewal Agency*

# 2020-2021 Monthly Financial Report

## Hermiston Urban Renewal Agency (HURA)

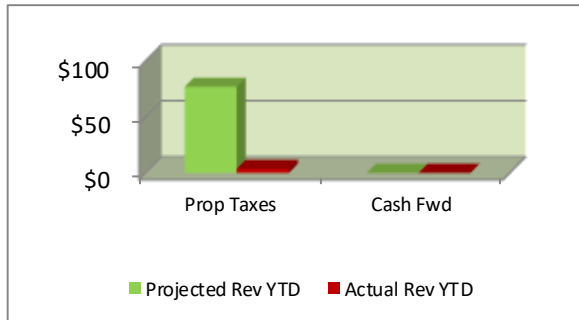
### For the Month Ending October 31, 2020

#### 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	\$ 77	\$ 4	\$ (73)	(95%)
Cash Fwd	373	\$ -	-	-	0%
<b>Total</b>	<b>\$ 372</b>	<b>\$ 77</b>	<b>\$ 4</b>	<b>\$ (73)</b>	<b>(95%)</b>

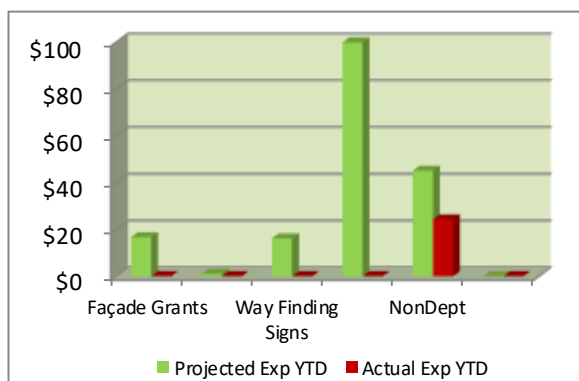
**Note:** variance is calculated as a percent of the projected revenue YTD.

#### 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	\$ 17	\$ -	\$ 17	100%
Festival St	3	\$ 1	\$ -	\$ 1	0%
Way Finding Signs	49	16	\$ -	\$ 16	100%
Parking Improv.	300	100	\$ -	\$ 100	100%
NonDept	135	45	\$ 24	\$ 21	46%
Contingency	66	-	-	-	0%
<b>Total</b>	<b>\$ 602</b>	<b>\$ 179</b>	<b>\$ 24</b>	<b>\$ 155</b>	<b>86%</b>

**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

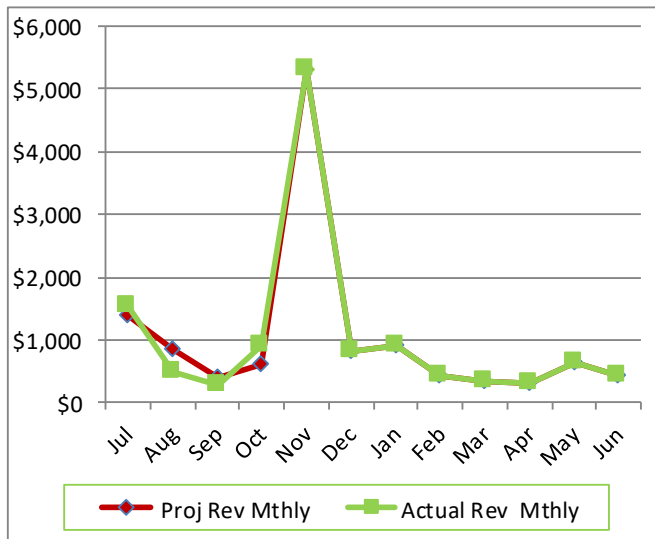
City of Hermiston, Oregon

General Fund Resources

For the Month Ending October 31, 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	\$ 920	\$ 312	51%
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	\$ -	
<b>Total</b>	<b>12,408</b>	<b>3,242</b>	<b>12,386</b>	<b>(22)</b>	<b>(1%)</b>
Cash Fwd	3,272	-	-	-	0%
<b>Total</b>	<b>\$ 15,680</b>	<b>\$ 3,242</b>	<b>\$ 12,386</b>	<b>(22)</b>	<b>(1%)</b>

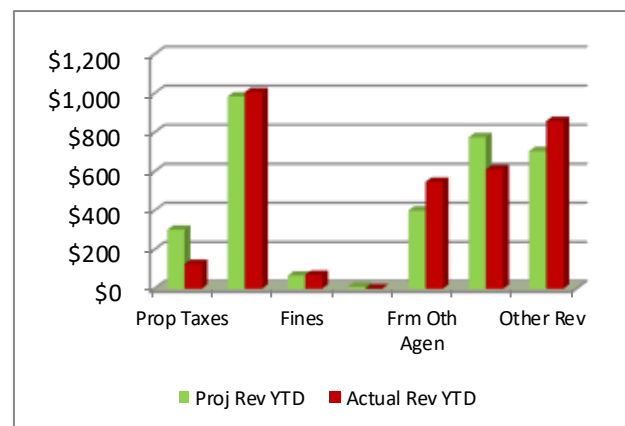
Estimated General Fund revenues for the 2020-21 fiscal year are \$12,408 (inclusive of the Supplemental Budget approved on September 28, 2020.) Projected revenues through September were \$3,242,000, compared to actual revenues of \$3,220,000, a negative variance of \$22,000.

## General Fund Revenue

by Category

Through October, 2020

(in \$1,000)



	Annual Proj Rev	Proj Rev YTD	Actual Rev YTD	Var Fav/ (Unfav)	% Var
Prop Taxes	\$ 5,996	\$ 301	\$ 126	\$ (175)	(58%)
Lic	\$ 1,292	\$ 984	1,005	22	2%
Fines	\$ 200	\$ 67	71	4	6%
Interest Rev	\$ 35	\$ 10	1	(9)	(89%)
Frn Oth Agen	\$ 1,265	\$ 400	547	147	37%
Svc Chgs	\$ 2,048	\$ 775	610	(165)	(21%)
Other Rev	\$ 1,572	\$ 704	859	154	22%
Cash Fwd	\$ 3,272	\$ -	-	-	0%
<b>Total</b>	<b>\$15,680</b>	<b>\$ 3,242</b>	<b>\$ 3,220</b>	<b>\$ (22)</b>	<b>(1%)</b>

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

# 2020-2021 Monthly Financial Report

City of Hermiston, Oregon

General Fund Expenditures

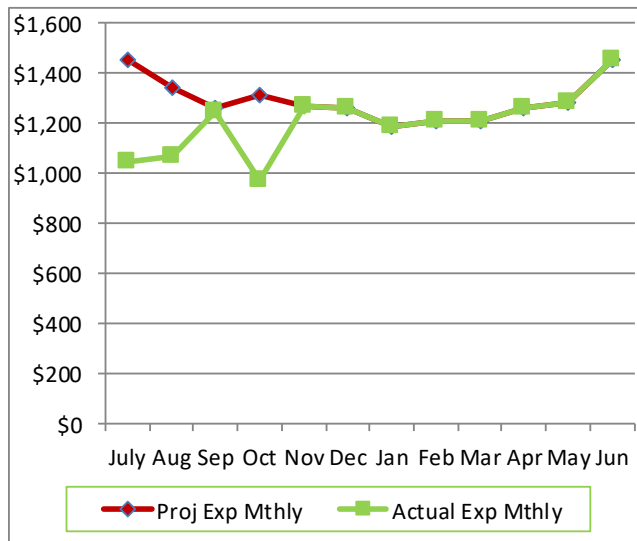
For the Month Ending October 31, 2020

## 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	\$ 975	\$ 339	26%
Nov	\$ 1,268	\$ -	\$ 1,268	\$ -	0%
Dec	\$ 1,259	\$ -	\$ 1,259	\$ -	0%
Jan	\$ 1,189	\$ -	\$ 1,189	\$ -	0%
Feb	\$ 1,207	\$ -	\$ 1,207	\$ -	0%
Mar	\$ 1,212	\$ -	\$ 1,212	\$ -	0%
Apr	\$ 1,259	\$ -	\$ 1,259	\$ -	0%
May	\$ 1,285	\$ -	\$ 1,285	\$ -	0%
Jun	\$ 1,453	\$ -	\$ 1,453	\$ -	0%
<b>Total</b>	<b>15,502</b>	<b>5,371</b>	<b>14,468</b>	<b>1,034</b>	<b>93%</b>
Contngcy	178	-	-	-	0%
<b>Total</b>	<b>\$ 15,680</b>	<b>\$ 5,371</b>	<b>\$ 14,468</b>	<b>\$ 1,034</b>	<b>93%</b>

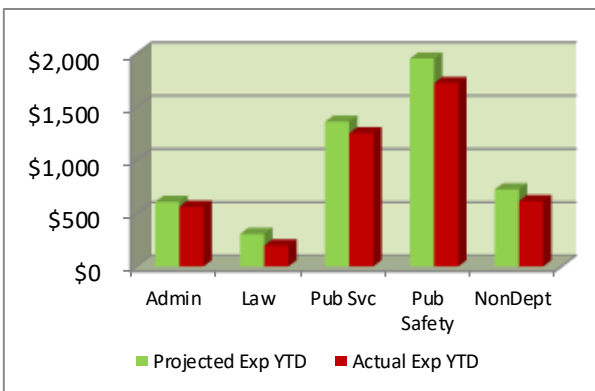
Projected General Fund monthly expenditures for September were \$1,314,000. Actual expenditures were \$975,000, which is \$339,000 less than projected. Public Safety had the highest amount of savings at \$230,000.

## General Fund Expenditures

by Consolidated Department

Through October, 2020

(in \$1,000)



	Annual Proj Exp	Projected Exp YTD	Actual Exp YTD	Var Fav/ (Unfav)	% Var
Admin	\$ 1,780	606	559	46	8%
Law	978	305	196	108	36%
Pub Svc	4,738	1,358	1,249	109	8%
Pub Safety	5,841	1,951	1,721	230	12%
NonDept	2,344	723	612	111	15%
Unapp	-	-	-	-	0%
<b>Total</b>	<b>\$15,680</b>	<b>\$ 4,943</b>	<b>\$ 4,337</b>	<b>\$ 606</b>	<b>12%</b>

**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 October 31, 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	33,997	21,137	12,860	38%
City Manager/Planning	1,100,845	367,242	352,815	14,427	4%
Finance	613,290	204,594	185,393	19,201	9%
<b>Total Admin &amp; Finance</b>	<b>1,779,875</b>	<b>605,832</b>	<b>559,345</b>	<b>46,487</b>	<b>8%</b>
Legal	140,450	44,573	52,960	(8,387)	(19%)
Court	837,190	260,303	143,428	116,875	45%
<b>Total Dept of Law</b>	<b>977,640</b>	<b>304,876</b>	<b>196,388</b>	<b>108,488</b>	<b>36%</b>
Transportation	393,200	103,334	69,659	33,675	33%
Airport	412,775	171,332	79,875	91,457	53%
Bldg Inspection	527,770	176,064	160,429	15,635	9%
Parks	673,500	212,701	228,600	(15,899)	(7%)
Parks/Utility Landscaping	59,020	29,458	23,286	6,172	21%
Pool	582,195	347,534	102,169	245,365	71%
Municipal Buildings	119,060	39,718	42,599	(2,880)	(7%)
Library	911,055	295,057	270,866	24,191	8%
Recreation	742,470	261,037	187,712	73,325	28%
Community Center	255,995	85,400	55,299	30,101	35%
Harkenrider Center	60,520	52,795	28,255	24,540	46%
<b>Total Public Services</b>	<b>4,737,560</b>	<b>1,774,430</b>	<b>1,248,748</b>	<b>525,681</b>	<b>30%</b>
Public Safety Center	70,000	19,779	19,606	173	1%
Police Operations	5,770,585	1,931,262	1,701,021	230,241	12%
<b>Total Public Safety</b>	<b>5,840,585</b>	<b>1,951,041</b>	<b>1,720,628</b>	<b>230,413</b>	<b>12%</b>
Non-Departmental	2,166,525	722,753	611,744	111,009	15%
Unappropriated	177,635	0	0	0	0%
<b>Total Non-Dept</b>	<b>2,344,160</b>	<b>722,753</b>	<b>611,744</b>	<b>111,009</b>	<b>15%</b>
<b>Total</b>	<b>15,679,820</b>	<b>5,358,931</b>	<b>4,336,853</b>	<b>1,022,079</b>	<b>19%</b>

Straight Line Mthly Avg Projected Expense

Within the Public Services category, YTD the Pool has the greatest amount of savings totaling \$245,365 and Police Operations had a savings of \$230,421.

# 2020-2021 Monthly Financial Report

## Fund Balance - General Fund

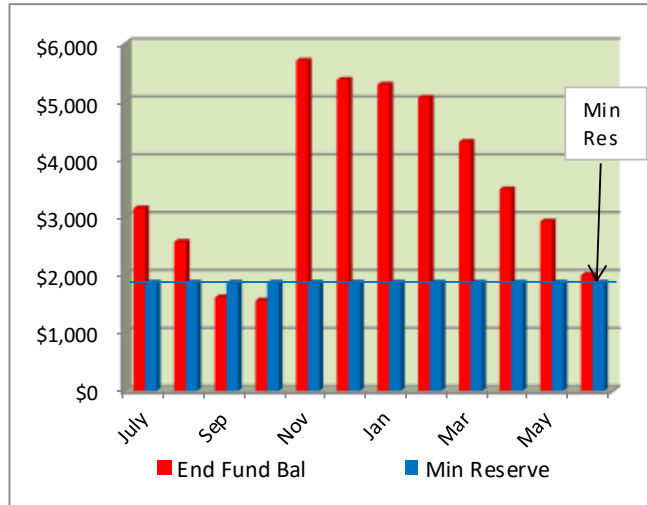
For the Month Ending October 31, 2020

### General Fund

Ending Fund Balance

Through October, 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	\$ 920	\$ (975)	\$ 1,559	ACT
Nov	\$ 1,559	\$ 5,369	\$ (1,223)	\$ 5,705	PROJ*
Dec	\$ 5,705	\$ 883	\$ (1,213)	\$ 5,375	PROJ*
Jan	\$ 5,375	\$ 1,061	\$ (1,144)	\$ 5,292	PROJ*
Feb	\$ 5,292	\$ 934	\$ (1,162)	\$ 5,064	PROJ*
Mar	\$ 5,064	\$ 403	\$ (1,167)	\$ 4,300	PROJ*
Apr	\$ 4,300	\$ 396	\$ (1,214)	\$ 3,482	PROJ*
May	\$ 3,482	\$ 682	\$ (1,239)	\$ 2,925	PROJ*
June	\$ 2,925	\$ 482	\$ (1,408)	\$ 1,999	PROJ*
<b>Total</b>	<b>\$ 2,676</b>	<b>\$ 13,430</b>	<b>\$ (14,107)</b>	<b>\$ 1,999</b>	

The General Fund balance at the end of October is \$1,559,000, which is approximately \$309,000 below the current Minimum Reserve requirement of \$1,867,650.

The effects of the COVID-19 pandemic has played a large role in General Fund Balance level. From March through February of this year, we had a total revenue variance of **(\$751,445.)** For this same period, we were able to achieve **\$258,226** in expense savings. This meant we ended FY2020 General Fund balance **(\$493,219) BELOW** our projection. This loss of revenue during those last four months of FY2020 resulted in a lower General Fund balance than would have been expected to begin FY2021.

With the actual October, 2020 ending balance of the General Fund at \$1,559,000, this net decrease in General Fund balance **(\$493,219)** would lead to the presumption the October, 2020 General Fund balance would have been approximately **\$2,052,000** this month, approximately **\$184,350** above the minimum reserve requirement of \$1,867,650. The effect of COVID-19 will impact the General Fund balance throughout FY2021 and well into FY2022.

# 2020-2021 Monthly Financial Report

## Special Revenue Funds Report

For the Month Ending October 31, 2020

### Special Revenue Funds

#### Resources & Requirements

	2020-21 Annual Budget	Actual YTD	Remaining Budget
<b>02 Bonded Debt Fund</b>			
Resources	692,200	6,598	685,602
Expenditures	524,619	295,600	229,019
Unappropriated Balance	167,581	N/A	N/A
<b>05 Transient Room Tax (TRT)</b>			
Resources	831,050	369,318	461,732
Expenditures	831,050	186,947	644,103
Unappropriated Balance	-	N/A	N/A
<b>08 Reserve Fund</b>			
Resources	12,430,850	1,651,719	10,779,131
Expenditures	11,336,456	979,640	10,356,816
Unappropriated Balance	1,094,394	N/A	N/A
<b>11 Miscellaneous Special Revenue</b>			
Resources	255,000	42,629	212,371
Expenditures	255,000	53,377	201,623
Unappropriated Balance	-	N/A	N/A
<b>19 Christmas Express Special Revenue</b>			
Resources	40,000	600	39,400
Expenditures	35,000	-	35,000
Unappropriated Balance	5,000	N/A	N/A
<b>20 Law Enforcement Special Revenue</b>			
Resources	99,125	3,234	95,891
Expenditures	50,125	10,318	39,807
Unappropriated Balance	49,000	N/A	N/A
<b>21 Library Special Revenue</b>			
Resources	43,800	-	43,800
Expenditures	43,800	219	43,581
Unappropriated Balance	-	N/A	N/A
<b>23 Enterprise Zone Project Fund</b>			
Resources	2,000,000	500,011	1,499,989
Expenditures	2,000,000	25,000	1,975,000
Unappropriated Balance		N/A	N/A
<b>25 EOTEC Operations</b>			
Resources	659,000	51,290	607,710
Expenditures	659,000	30,405	628,595
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 October 31, 2020

### Utility and Street Funds Report

#### Resources & Expenditures

	2020-21 Annual Budget	Projected YTD	Actual YTD	Variance Fav/(Unfav)	% Variance
<b>04 Street Fund</b>					
Resources	2,209,155	362,509	736,026	373,517	103%
Expenditures	2,159,155	539,789	528,223	11,566	2%
Contingency/Unapp Balance	50,000	N/A	N/A	N/A	N/A

<b>Utility Fund</b>					
Resources	10,101,275	2,433,554	3,931,079	1,497,525	62%
Expenditures	9,191,131	2,297,783	2,223,418	74,365	3%
Contingency/Unapp Balance	910,144	N/A	N/A	N/A	N/A

<b>HES Fund</b>					
Resources	11,142,265	2,219,842	2,957,186	737,344	33%
Expenditures	9,650,928	2,412,732	2,863,569	(450,837)	(19%)
Contingency/Unapp Balance	1,491,337	N/A	N/A	N/A	N/A

<b>Regional Water Fund</b>					
Resources	1,477,000	257,750	347,590	89,840	35%
Expenditures	1,158,120	289,530	294,452	(4,922)	(2%)
Contingency/Unapp Balance	318,880	N/A	N/A	N/A	N/A

The **Street Fund** revenue-to-date is \$736,026 over projected amount. Received State Highway Allocation of \$127,585 this month. Expenditures-to-date are \$76k below projected amounts.

Revenues-to-date in the **Utility Fund** are \$1,497,525 over projections. Expenditures-to-date are \$74,365 below projected amounts.

The **HES Fund** revenue-to-date is \$737,344 over projections. Expenditures-to-date are \$450,837 above projections.

The **Regional Water Fund** revenues-to-date are \$89,840 above projections. Expenditures-to-date are \$4,922 above projected amounts.



# 2020-21 Monthly Financial Report

City of Hermiston, Oregon

Capital Projects Report

For the Month Ending October 31, 2020

## Capital Projects

	2020-2021 Budget	YTD Expenditures	LTD Budget	LTD Expenditures	% Complete
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%
<b>Total</b>	<b>\$ 1,250,000</b>	<b>\$ 25,505</b>	<b>\$ 1,550,000</b>	<b>\$ 332,198</b>	

### 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.

**October Update:** Design engineering began in July; no additional expenditures this month.

### 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.

**October Update:** There were no additional expenditures this month.

### 7<sup>th</sup> 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 7<sup>th</sup> 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.

**October Update:** There were no additional expenditures this month. Survey work began in August.