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# July, 2021 Financial Report

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Department of Finance  
July, 2021  
(Unaudited)

*Includes the Hermiston Urban Renewal Agency*

# 2020-2021 Monthly Financial Report

Hermiston Urban Renewal Agency (HURA)

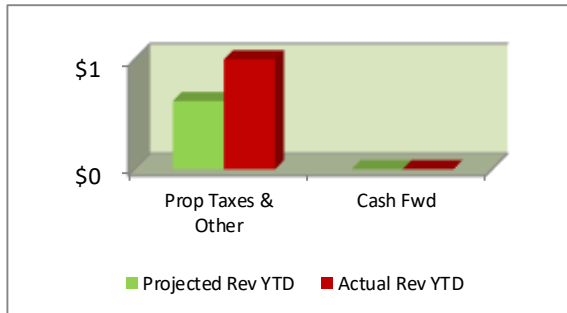
For the Month Ending July 31, 2021

## Resources

by Category

Through July 31, 2021

(in \$1,000)



	Annual Proj Rev	Projected Rev YTD	Actual Rev YTD	Var Fav/ (Unfav)	% Var
Prop Taxes & Other	\$ 240	\$ 1	\$ 1	\$ 0	61%
Cash Fwd	167	\$ -	-	-	0%
<b>Total</b>	<b>\$ 407</b>	<b>\$ 1</b>	<b>\$ 1</b>	<b>\$ 0</b>	<b>61%</b>

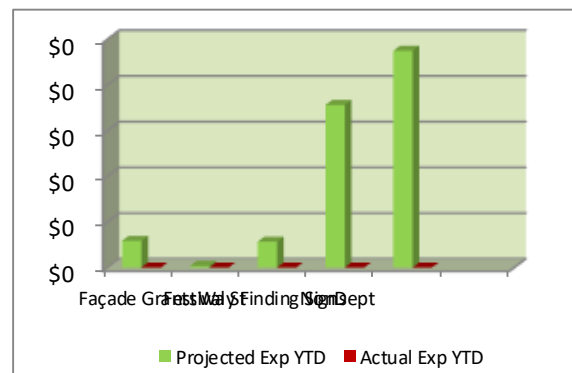
**Note:** variance is calculated as a percent of the projected revenue YTD.

## Expenditures

by Character

Through July 31, 2021

(in \$1,000)



	Annual Proj Exp	Projected Exp YTD	Actual Exp YTD	Var Fav/ (Unfav)	% Var
Façade Grants	\$ 50	\$ 0	\$ -	\$ 0	100%
Festival St	\$ 3	\$ 0	\$ -	\$ 0	100%
Way Finding Signs	\$ 49	\$ 0	\$ -	\$ 0	100%
NonDept	\$ 305	\$ 0	\$ -	\$ 0	100%
<b>Total</b>	<b>\$ 407</b>	<b>\$ 0</b>	<b>\$ -</b>	<b>\$ 0</b>	<b>0%</b>

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

The FY2021-22 budget for the Urban Renewal Agency is \$ 406,918. This includes \$50,000 for Façade Grants, \$3,000 for the Festival Street, \$48,500 in Way Finding Signs, and \$305,418 for Non-Departmental expenses.

# 2020-2021 Monthly Financial Report

City of Hermiston, Oregon

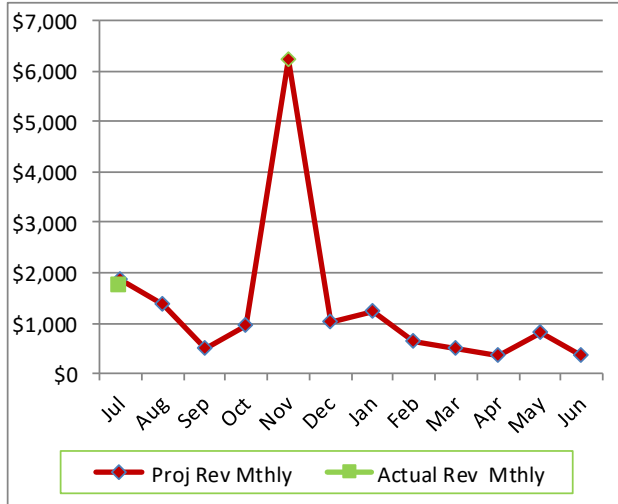
General Fund Resources

For the Month Ending July 31, 2021

Through July 31, 2021

## General Fund - All Resources

(in \$1,000)



	Proj Rev Mthly	Proj Rev Mthly	Actual Rev Mthly	Var Fav/ (Unfav)	% Var
Jul	\$ 1,876	\$ 1,876	\$ 1,727	\$ (149)	(8%)
Aug	\$ 1,357			\$ -	0%
Sep	\$ 502			\$ -	0%
Oct	\$ 956			\$ -	0%
Nov	\$ 6,237			\$ -	0%
Dec	\$ 1,022			\$ -	0%
Jan	\$ 1,234			\$ -	0%
Feb	\$ 656			\$ -	0%
Mar	\$ 487			\$ -	0%
Apr	\$ 370			\$ -	0%
May	\$ 821			\$ -	0%
Jun	\$ 373			\$ -	0%
<b>Total</b>	<b>15,889</b>	<b>1,876</b>	<b>1,727</b>	<b>(149)</b>	<b>(8%)</b>
Cash Fwd	468	-	-	-	0%
<b>Total</b>	<b>\$ 16,357</b>	<b>\$ 1,876</b>	<b>\$ 1,727</b>	<b>(149)</b>	<b>(8%)</b>

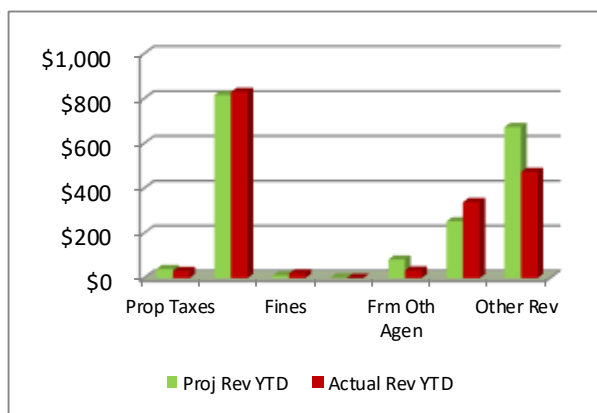
Estimated General Fund revenues for the 2021-22 fiscal year are \$15,889,300. Projected revenues for July were \$1,876,000 compared to actual revenues of \$1,727,000, a negative variance of \$149,000.

## General Fund - All Resources

Through July 31, 2021

by Category

(in \$1,000)



	Annual Proj Rev	Proj Rev YTD	Actual Rev YTD	Var Fav/ (Unfav)	% Var
Prop Taxes	\$ 6,482	\$ 40	\$ 32	\$ (9)	(21%)
Lic	\$ 1,307	\$ 816	\$ 830	\$ 14	2%
Fines	\$ 200	\$ 11	\$ 21	\$ 10	89%
Interest Rev	\$ 15	\$ 1	\$ 0	\$ (1)	(86%)
Frms Oth Agen	\$ 2,613	\$ 83	\$ 34	\$ (49)	(59%)
Svc Chgs	\$ 1,887	\$ 252	\$ 339	\$ 86	34%
Other Rev	\$ 3,386	\$ 673	\$ 473	\$ (200)	(30%)
Cash Fwd	\$ 466	\$ -	\$ -	\$ -	0%
<b>Total</b>	<b>\$16,355</b>	<b>\$ 1,876</b>	<b>\$ 1,727</b>	<b>\$ (149)</b>	<b>(8%)</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

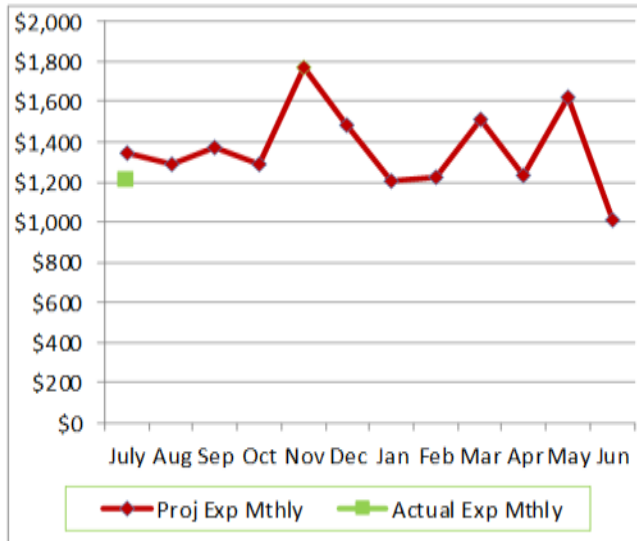
For the Month Ending July 31, 2021

## General Fund Expenditure Summary

Through July 31, 2021

All Requirements

(in \$1,000)



	Proj Exp Mthly	Proj Exp Mthly	Actual Exp Mthly	Var Fav/ (Unfav)	% Var
July	\$ 1,347	\$ 1,347	\$ 1,207	\$ 140	10%
Aug	\$ 1,289	\$ 1,289		\$ 1,289	0%
Sep	\$ 1,369	\$ 1,369		\$ 1,369	0%
Oct	\$ 1,287	\$ 1,287		\$ 1,287	0%
Nov	\$ 1,770	\$ 1,770		\$ 1,770	0%
Dec	\$ 1,487	\$ 1,487		\$ 1,487	0%
Jan	\$ 1,203	\$ 1,203		\$ 1,203	0%
Feb	\$ 1,226	\$ 1,226		\$ 1,226	0%
Mar	\$ 1,515	\$ 1,515		\$ 1,515	0%
Apr	\$ 1,228	\$ 1,228		\$ 1,228	0%
May	\$ 1,627	\$ 1,627		\$ 1,627	0%
Jun	\$ 1,008	\$ 1,008		\$ -	0%
<b>Total</b>	<b>16,357</b>	<b>16,357</b>	<b>1,207</b>	<b>14,142</b>	<b>1171%</b>
Contngcy		-	-	-	0%
<b>Total</b>	<b>\$ 16,357</b>	<b>\$ 16,357</b>	<b>\$ 1,207</b>	<b>\$ 14,142</b>	<b>1171%</b>

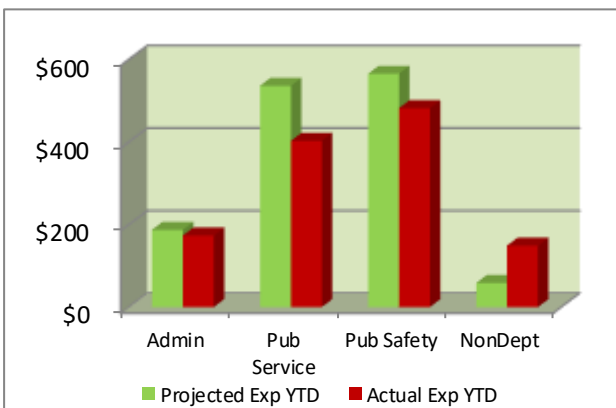
Projected General Fund monthly expenditures for June 2021 were \$1,488,371. Actual expenditures were \$1,291,829, which is \$196,542 (or 13.2%) less than projected.

## General Fund Expenditures

by Consolidated Department

Through July 31, 2021

(in \$1,000)



	Annual Proj Exp	Projected Exp YTD	Actual Exp YTD	Var Fav/ (Unfav)	% Var
Admin	\$ 2,041	187	173	14	7%
Pub Service	4,806	536	403	133	25%
Pub Safety	6,709	566	482	83	15%
NonDept	2,802	59	149	(91)	(154%)
Unapp	-	-	-	-	0%
<b>Total</b>	<b>\$16,357</b>	<b>\$ 1,347</b>	<b>\$ 1,207</b>	<b>\$ 140</b>	<b>10%</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 July 31, 2021

### General Fund Expenditures by Department

	Annual Projected Exp	Projected Exp YTD	Actual Exp YTD	Var Fav/ (Unfav)	% Var Fav/ (Unfav)
City Council	65,599	22,694	15,474	7,220	32%
City Manager/Planning	1,192,109	97,732	92,855	4,877	5%
Finance	642,502	53,666	49,351	4,315	8%
Legal	140,450	12,913	15,648	(2,735)	(21%)
<b>Total Admin &amp; Finance</b>	<b>2,040,660</b>	<b>187,006</b>	<b>173,328</b>	<b>13,678</b>	<b>7%</b>
Transportation	362,000	16,242	12,268	3,974	24%
Airport	329,500	25,176	(12,707)	37,883	150%
Bldg Inspection	592,378	53,225	30,483	22,742	43%
Parks	692,811	55,507	72,548	(17,041)	(31%)
Parks/Utility Landscaping	61,003	8,546	4,659	3,888	45%
Pool	591,328	186,552	148,404	38,148	20%
Municipal Buildings	142,436	10,755	11,545	(790)	(7%)
Library	963,386	80,098	67,540	12,558	16%
Recreation	749,304	77,382	58,326	19,056	25%
Community Center	257,569	16,540	8,155	8,385	51%
Harkenrider Center	63,258	6,176	1,541	4,635	75%
<b>Total Public Services</b>	<b>4,804,973</b>	<b>536,198</b>	<b>402,762</b>	<b>133,437</b>	<b>25%</b>
Court	753,538	49,541	42,564	6,977	14%
Public Safety Center	68,000	5,891	4,280	1,611	27%
Police Operations	5,887,789	510,080	435,282	74,798	15%
<b>Total Public Safety</b>	<b>6,709,327</b>	<b>565,511</b>	<b>482,126</b>	<b>83,385</b>	<b>15%</b>
Non-Departmental	2,802,253	58,617	149,118	(90,501)	(154%)
Unappropriated	0	0	0	0	0%
<b>Total Non-Dept</b>	<b>2,802,253</b>	<b>58,617</b>	<b>149,118</b>	<b>(90,501)</b>	<b>(154%)</b>
<b>Total</b>	<b>16,357,213</b>	<b>1,347,333</b>	<b>1,207,334</b>	<b>139,999</b>	<b>10.4%</b>
Straight Line Mthly Avg Projected Expense					

Within the Public Services category, the **Pool** has savings totaling \$38,148 with **Recreation** having savings of \$19,056. Under Public Safety, **Police Operations** has a savings of \$74,798. **Non-departmental** is \$90,501 over projected.

# 2020-2021 Monthly Financial Report

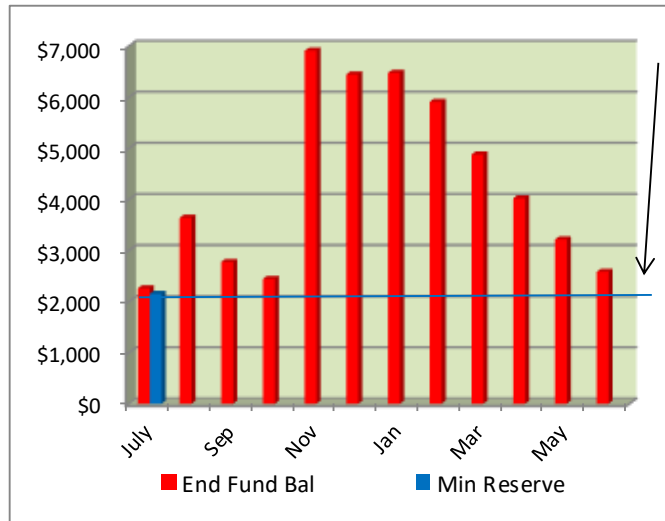
## Fund Balance - General Fund For the Month Ending July 31, 2021

### General Fund

Through July 31, 2021

Ending Fund Balance

(in \$1,000)



Minimum Reserve = \$2,150,851

	Begin			End Fund Bal	ACT/PROJ Fund Bal
	Fund Bal	Revenue	Expense		
July	\$ 1,737	\$ 1,727	\$ (1,207)	\$ 2,257	ACT
Aug	\$ 2,257	\$ 2,673	\$ (1,289)	\$ 3,641	PROJ*
Sep	\$ 3,641	\$ 502	\$ (1,369)	\$ 2,774	PROJ*
Oct	\$ 2,774	\$ 956	\$ (1,287)	\$ 2,443	PROJ*
Nov	\$ 2,443	\$ 6,237	\$ (1,770)	\$ 6,910	PROJ*
Dec	\$ 6,910	\$ 1,022	\$ (1,487)	\$ 6,445	PROJ*
Jan	\$ 6,445	\$ 1,234	\$ (1,203)	\$ 6,476	PROJ*
Feb	\$ 6,476	\$ 656	\$ (1,226)	\$ 5,906	PROJ*
Mar	\$ 5,906	\$ 487	\$ (1,515)	\$ 4,878	PROJ*
Apr	\$ 4,878	\$ 370	\$ (1,228)	\$ 4,020	PROJ*
May	\$ 4,020	\$ 821	\$ (1,627)	\$ 3,214	PROJ*
June	\$ 3,214	\$ 373	\$ (1,008)	\$ 2,579	PROJ*
<b>Total</b>	<b>\$ 1,737</b>	<b>\$ 17,058</b>	<b>\$ (16,216)</b>	<b>\$ 2,579</b>	

The General Fund balance at the end of July is approximately \$2,257,000, which is \$160,149 above the current Minimum Reserve requirement of \$2,150,851, or approximately 7% above the Minimum Reserve Requirement.

**NOTE:** With the beginning of the new fiscal year, the Minimum Reserve Requirement has to be re-calculated. The General Fund Reserve Policy is to maintain a 15% fund balance (approximately two months of expenditures) based on the prior fiscal year activity. The new level of reserve is approximately \$283,000 higher than the FY2021 reserve requirement of \$1,867,650.

# 2020-2021 Monthly Financial Report

## Special Revenue Funds Report For the Month Ending July 31, 2021

### Special Revenue Funds Resources & Requirements

	2021-22 Annual Budget	Actual YTD	Remaining Budget
<b>02 Bonded Debt Fund</b>			
Resources	692,200	1,596	690,604
Expenditures	524,619	305,200	219,419
Unappropriated Balance	167,581	N/A	N/A
<b>05 Transient Room Tax (TRT)</b>			
Resources	903,320	244,870	658,450
Expenditures	903,320	38,852	864,468
Unappropriated Balance	-	N/A	N/A
<b>08 Reserve Fund</b>			
Resources	12,392,203	155,085	12,237,118
Expenditures	11,297,809	3,870	11,293,939
Unappropriated Balance	1,094,394	N/A	N/A
<b>11 Miscellaneous Special Revenue</b>			
Resources	273,000	22,071	250,929
Expenditures	273,000	22,021	250,979
Unappropriated Balance	-	N/A	N/A
<b>19 Christmas Express Special Revenue</b>			
Resources	45,037	-	45,037
Expenditures	40,037	-	40,037
Unappropriated Balance	5,000	N/A	N/A
<b>20 Law Enforcement Special Revenue</b>			
Resources	103,118	80	103,038
Expenditures	79,118	-	79,118
Unappropriated Balance	24,000	N/A	N/A
<b>21 Library Special Revenue</b>			
Resources	35,800	-	35,800
Expenditures	3,300	30	3,270
Unappropriated Balance	32,500	N/A	N/A
<b>23 Enterprise Zone Project Fund</b>			
Resources	2,206,674	500,008	1,706,666
Expenditures	1,743,300	-	1,743,300
Unappropriated Balance	463,374	N/A	N/A
<b>25 EOTEC Operations</b>			
Resources	627,793	500	627,293
Expenditures	627,793	39,834	587,959
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 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 July 31, 2021

### Utility and Street Funds Report

#### Resources & Expenditures

	2021-22 Annual Budget	Projected YTD	Actual YTD	Variance Fav/(Unfav)	% Variance
<b>04 Street Fund</b>					
Resources	1,950,474	130,374	400,523	270,149	207%
Expenditures	1,900,474	154,206	131,218	22,988	15%
Contingency/Unapp Balance	50,000	N/A	N/A	N/A	N/A

<b>06 Utility Fund</b>					
Resources	11,293,901	773,685	1,041,620	267,936	35%
Expenditures	9,137,398	581,741	531,530	50,211	9%
Contingency/Unapp Balance	2,156,503	N/A	N/A	N/A	N/A

<b>13 HES Fund</b>					
Resources	11,828,457	791,110	707,745	(83,365)	(11%)
Expenditures	9,789,906	645,946	778,596	(132,650)	(21%)
Contingency/Unapp Balance	2,038,551	N/A	N/A	N/A	N/A

<b>15 Regional Water Fund</b>					
Resources	1,775,591	105,053	133,865	28,812	27%
Expenditures	1,160,402	45,434	52,392	(6,958)	(15%)
Contingency/Unapp Balance	615,189	N/A	N/A	N/A	N/A

#### Budget Projection for this Report:

All four of these funds are projected on a straight line, 1/12<sup>th</sup> of budgeted expenses and revenues per month. This practice means the seasonal/cyclical nature of the various funds is not accounted for on a month-to-month basis.

The **Street Fund** revenue-to-date is \$270,149 over projected. Expenditures-to-date are \$22,988 below projected.

Revenues-to-date in the **Utility Fund** are \$267,936 over projected. Expenditures-to-date are \$50,211 below projected.

The **HES Fund** revenue-to-date is \$83,365 below projected. Expenditures-to-date are \$132,650 above projected.

The **Regional Water Fund** revenues-to-date are \$28,812 above projected. Expenditures-to-date are \$6,958 above projected.



# 2020-21 Monthly Financial Report

City of Hermiston, Oregon

Utilities/Streets Capital Projects Report

For the Month Ending July 31, 2021

	2021-2022 Budget	YTD Expenditures	LTD Budget	LTD Expenditures	% Complete
Well #6 B/U Generator	\$ 320,000	\$ -	\$ 320,000	\$ 5,775	1.80%
Lift Station #3 Upgrade	\$ 550,000	\$ -	\$ 550,000	\$ 32,975	6.00%
7th St. Sewer Replacement	\$ 740,000	\$ -	\$ 740,000	\$ 46,410	6.27%
Geer & Harper Re-alignment	\$ 125,000	\$ -	\$ 125,000	\$ -	0.00%
N. 1st Place Reconstruction	\$ 100,000	\$ -	\$ 100,000	\$ -	0.00%
N. 1st Place Water Line Replacement	\$ 100,000	\$ -	\$ 100,000	\$ -	0.00%
Gladys & Main Waterline Replacement	\$ 100,000	\$ -	\$ 100,000	\$ -	0.00%
Lift Station #4 Reconstruction	\$ 450,000	\$ -	\$ 450,000	\$ -	0.00%
McDonald's & 395 Sewer Main Replacement	\$ 330,000	\$ -	\$ 330,000	\$ -	0.00%
<b>Total</b>	<b>\$ 2,815,000</b>	<b>\$ -</b>	<b>\$ 2,815,000</b>	<b>\$ 85,160</b>	<b>3.03%</b>

## **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 Seed, and EOTEC. Preventative maintenance will avoid significant inconvenience and loss of water to area businesses.

**July Update:** Electrical engineers with AP are onsite to begin their assessment of the Well #6 facilities to design an appropriately sized generator and place an order.

## **Lift Station #3 Upgrade**

Lift Station No. 3 was built in approximately 1981 and is located underneath Highway 395. The pump and electrical systems need to be replaced. This project calls for the install of duplex pumps and upgraded electrical and control systems. It also will include evaluation of extending a gravity line to Lift Station No. 6, which is also in poor shape. Extending the line under Union Pacific Railroad tracks may be more cost effective than replacing both lift stations. Traffic control will be necessary during design phase

**July Update:** Review by Union Pacific is complete. Design work to begin soon. Anticipated timeframe to release/solicit bids is November of 2021 for winter construction.

## **7<sup>th</sup> Street Sewer Replacement**

The existing sewer line lacks the capacity to provide expanded 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.

**July Update:** Sineco Construction has almost all installation for sewer main and will soon begin on installation of full-width roadway replacement to include sub-grade, base rock and asphalt. Sineco Construction of Hermiston submitted the low bid of \$596,485. There were no additional expenses this month.

## **Geer & Harper Re-alignment**

This intersection needs to be reconstructed to improve traffic/pedestrian access and ensure connectivity to property east of N. 1<sup>st</sup> Place. The current configuration makes access difficult for large trucks and traffic backs up on Harper Road during busy times during the day.

### **July Update**

Awaiting property owner correspondence for additional right-of-way acquisition.

### **North 1<sup>st</sup> Place Reconstruction**

North 1<sup>st</sup> Place is a critical secondary north/south arterial in Hermiston's transportation system. The existing road is cracking, there are no sidewalks and there is unrestricted access to the roadway from parking and undeveloped areas. Roadway improvements will prevent premature failure and ensure the road is functional for community and business use in the area.

#### **July Update**

AP has launched into full design with hopes of having a detailed updated cost estimate by fall which will allow enough room to make a request of ODOT to allow for a significant scope expansion to make upgrades to the 1<sup>st</sup> & Elm intersection.

### **North 1<sup>st</sup> Place Water Line Replacement**

This project will eliminate failing, deteriorating lines which will minimize future repair work. It will also eliminate steel pipes from the 1920's and will improve public safety by ensuring no lead pipes.

**July Update** – Anderson Perry is beginning design in conjunction with roadway reconstruction.

### **Gladys & Main Waterline Replacement**

Sections of this water distribution system were installed in the 1920's with steel pipe – some of the oldest pipes in the city water system. This project will eliminate failing, deteriorating and undersized lines, reduce repair work and improve public safety.

**July Update** – Anderson Perry will begin design work for this project in the spring of 2022.

### **Lift Station #4 Reconstruction**

Lift station #4 was built in 1981. The submersible duplex pump station has experienced corrosion of both metal and brick. Replacement of the wetwell will increase capacity, eliminate porous brick and safeguard the environment. Ventilation of the structure is inadequate and electrical systems are nearing end of their useful life.

**July Update** – Anderson Perry will begin design work for this project in the spring of 2022.

### **McDonald's & 395 Sewer Main Replacement**

Segments of this piping have been found to have structural failures in multiple locations and failing joints. These line failures cause pipe blockage and require monthly cleaning. In addition, pipe failures may be allowing sewage to exfiltrate the surrounding soil. A new sewer line would eliminate current monthly maintenance costs and provide watertight lines to protect existing groundwater resources from contamination.

**July Update** – Anderson Perry has begun design work.

# 2020-21 Monthly Financial Report - PRELIMINARY

City of Hermiston, Oregon

Other City Capital Projects Report

For the Month Ending June 30, 2021 (Preliminary)

	2020-2021 Budget	YTD Expenditures	LTD Budget	LTD Expenditures	% Complete
Airport Apron Rehab	\$ 2,205,000	\$ 170,396	\$ 2,205,000	\$ 170,396	7.73%
Riverfront Park Rebuild	\$ 510,000	126,874	\$ 510,000	\$ 126,874	24.88%
Library Renovation	\$ 910,000	907,086	\$ 910,000	\$ 907,086	99.68%
New City Hall Construction	\$ 8,690,000	1,290,480	\$ 8,690,000	\$ 1,290,480	14.85%
Funland Rebuild	\$ 816,800	637,393	\$ 816,800	\$ 637,393	78.04%
<b>Total</b>	<b>\$ 13,131,800</b>	<b>\$ 3,132,229</b>	<b>\$ 13,131,800</b>	<b>\$ 1,204,356</b>	<b>9.17%</b>

## **Airport Apron Rehab**

This project will demolish and rebuild all of the remaining aircraft parking and movement areas at the airport, which are used for accessing public facilities. The scope of the project does NOT include rebuilding taxiways to individual hangars. This project is necessary to rehabilitate parking areas which have been deemed "Very Poor" or "Failing" by the Oregon Department of Aviation. In addition to serving small aircraft, and a surprising amount of corporate jet traffic, this aircraft parking area facilitates loading/unloading of air-cargo operators that currently service up to 12 UPS truckloads of freight each day.

**July Update:** Grant contracts are all in place. Pre-construction meeting is scheduled. Substantial completion still expected by October 31, with punchlist items resolution through November, 2021.

## **Riverfront Park Rebuild**

This project encompasses the work done to clean up the River Park after the flood of the park in the spring of 2020. This project consists of three distinct phases;

- Removing all debris from the existing parking lot and driveway (gravel repair) – **COMPLETED**
- Removing all debris, silt and vegetation from facilities in the park – **COMPLETED**
- Providing for relocating the playground and the parking lot and improvement of park facilities - **ONGOING**

**July Update:** The relocation of the parking lot/playground/park facilities was projected to begin in June, 2021. There were \$2,449 in additional expenditures this month.

## **New City Hall**

This project encompasses the demolition of the old City Hall; the demolition of the Lanham building (to the east) for additional parking for City Hall; the construction of a new City Hall and parking lot; the complete rebuild of the "Banner Bank" parking lot across 2<sup>nd</sup> street from City Hall to the west; and the replacement of water and sewer lines in the alley from 1<sup>st</sup> street to 3<sup>rd</sup> street.

**July Update:** Expenses to-date this month are mostly construction payments. There were \$546,696 in additional expenditures this month.