November 2021
Financial Report



Department of Finance
November, 2021
(Unaudited)

Includes the Hermiston Urban Renewal Agency

FY2021-2022 Monthly Financial Report

Hermiston Urban Renewal Agency (HURA)

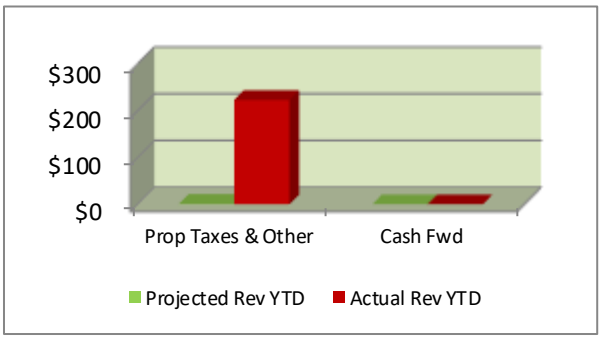
For the Month Ending November 30, 2021

Resources

by Category

Through November 30, 2021

(in $1,000)



	Annual Proj Rev	Actual Rev YTD	% Var
Prop Taxes & Other	$ 238	$ 223	94%
Cash Fwd	167	-	0%
Total	**$ 405**	**$ 223**	**55%**

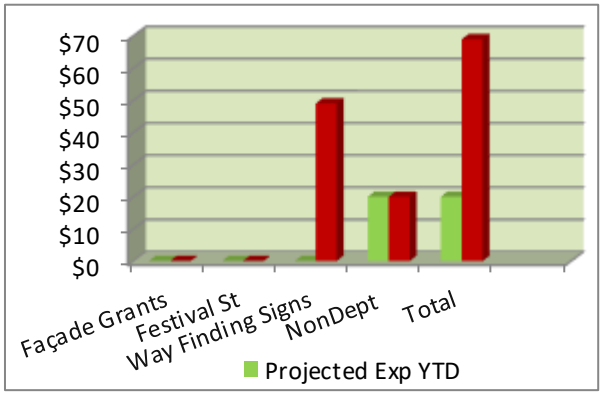
Note: Variance is calculated as % of revenue YTD

Expenditures

by Character

Through November 30, 2021

(in $1,000)



	Annual Proj Exp	Actual Exp YTD	% Var
Façade Grants	$ 50	$ -	0%
Festival St	$ 3	$ -	0%
Way Finding Signs	$ 49	$ 49	100%
NonDept	$ 305	$ 20	7%
Total	**$ 407**	**$ 69**	**17%**

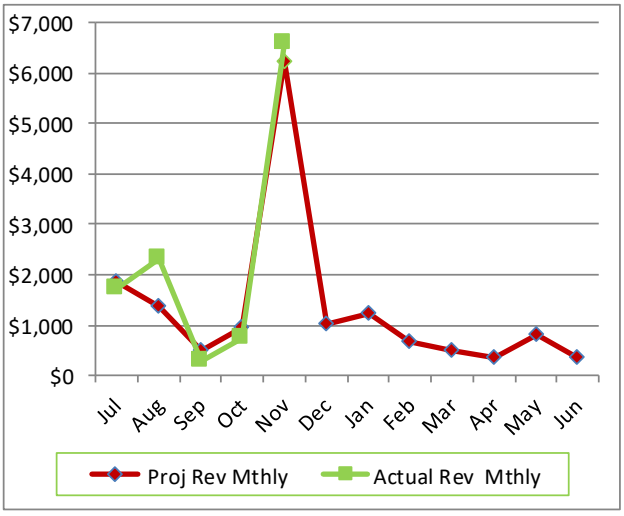
Note: variance is calculated as % of expenses YTD.

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.

Revenues collected in November for HURA amounted to $221,703 for total revenue to date of $223,322, or 93.5% of the revenue projection for FY2022.

FY2021-2022 Monthly Financial Report
City of Hermiston, Oregon
General Fund Expenditures
For the Month Ending November 30, 2021

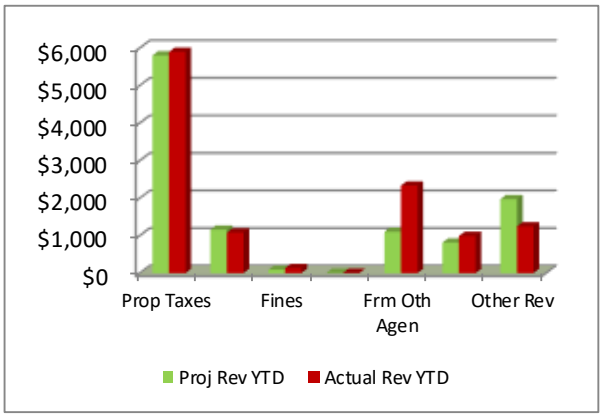
General Fund - All Resources — **Through November 30, 2021** (in $1,000)



	Proj Rev Mthly	Proj Rev Mthly	Actual Rev Mthly	Var Fav/ (Unfav)	% Var
Jul	$ 1,876	$ 1,876	$ 1,727	($149)	(8%)
Aug	$ 1,359	$ 1,359	$ 2,316	$ 957	70%
Sep	$ 503	$ 503	$ 305	$ (198)	(39%)
Oct	$ 958	$ 958	$ 728	$ (230)	(24%)
Nov	$ 6,224	$ 6,224	$ 6,592	$ 367	0%
Dec	$ 1,023			$ -	0%
Jan	$ 1,234			$ -	0%
Feb	$ 657			$ -	0%
Mar	$ 489			$ -	0%
Apr	$ 370			$ -	0%
May	$ 823			$ -	0%
Jun	$ 374			$ -	0%
Total	**15,889**	**10,920**	**11,667**	**747**	**7%**
Cash Fwd	468	-	-	-	0%
Total	**$ 16,357**	**$ 10,920**	**$ 11,667**	**747**	**7%**

Estimated General Fund revenues for the 2021-22 fiscal year are **$16,355,213**. Projected revenues for November were **$6,224,3751**, compared to actual revenues of **$6,591,563**, a variance of **$367,188**, or **5.9% over projected.**

General Fund - All Resources by Category — **Through November 31, 2021** (in $1,000)

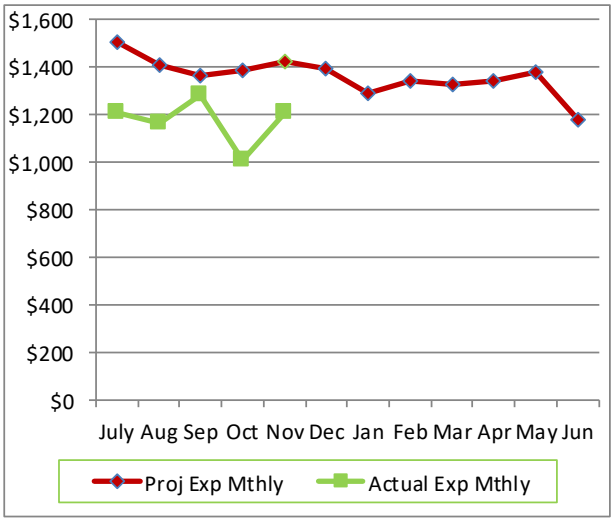


	Annual Proj Rev	Proj Rev YTD	Actual Rev YTD	Var Fav/ (Unfav)	% Var
Prop Taxes	$ 6,466	$ 5,796	$ 5,892	$ 96	2%
Lic	$ 1,307	$ 1,156	1,080	(77)	(7%)
Fines	$ 200	$ 85	129	44	52%
Interest Rev	$ 15	$ 6	3	(3)	(44%)
Frm Oth Agen	$ 2,629	$ 1,097	2,331	1,234	112%
Svc Chgs	$ 1,887	$ 811	990	179	22%
Other Rev	$ 3,386	$ 1,969	1,243	(726)	(37%)
Cash Fwd	$ 466	$ -	-	-	0%
Total	**$16,355**	**$ 10,920**	**$ 11,667**	**$ 747**	**7%**

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

FY2021-2022 Monthly Financial Report
City of Hermiston, Oregon
General Fund Expenditures
For the Month Ending November 30, 2021

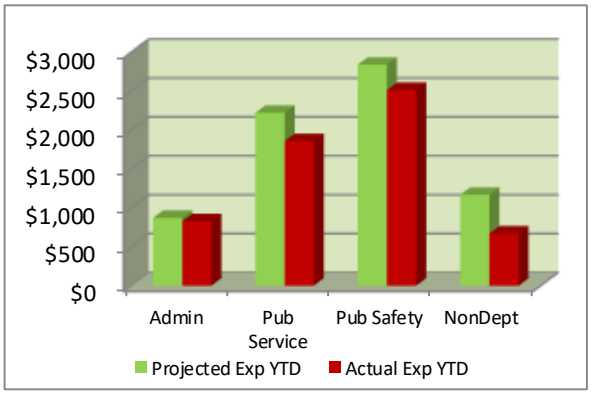
General Fund Expenditure Summary — **Through November 30, 2021**
All Requirements — (in $1,000)



	Proj Exp Mthly	Proj Exp Mthly	Actual Exp Mthly	Var Fav/ (Unfav)	% Var
July	$ 1,505	$ 1,505	$ 1,207	$ 298	20%
Aug	$ 1,413	$ 1,413	$ 1,165	$ 248	18%
Sep	$ 1,367	$ 1,367	$ 1,281	$ 86	6%
Oct	$ 1,389	$ 1,389	$ 1,006	$ 383	28%
Nov	$ 1,426	$ 1,426	$ 1,211	$ 214	15%
Dec	$ 1,394	$ 1,394		$ -	0%
Jan	$ 1,292	$ 1,292		$ -	0%
Feb	$ 1,342	$ 1,342		$ -	0%
Mar	$ 1,326	$ 1,326		$ -	0%
Apr	$ 1,344	$ 1,344		$ -	0%
May	$ 1,378	$ 1,378		$ -	0%
Jun	$ 1,181	$ 1,181		$ -	0%
Total	**16,357**	**16,357**	**5,870**	**1,229**	**21%**
Contngcy		-	-	-	0%
Total	**$ 16,357**	**$ 16,357**	**$ 5,870**	**$ 1,229**	**21%**

Projected General Fund monthly expenditures for September were **$1,425,558**. Actual expenditures were **$1,211,275**, which is **$214,283 (or 15%) less than projected.**

General Fund Expenditures — **Through November 31, 2021**
by Consolidated Department — (in $1,000)



	Annual Proj Exp	Projected Exp YTD	Actual Exp YTD	Var Fav/ (Unfav)	% Var
Admin	$ 2,041	871	827	44	5%
Pub Service	4,806	2,221	1,859	362	16%
Pub Safety	6,709	2,840	2,515	325	11%
NonDept	2,802	1,168	670	498	43%
Unapp	-	-		-	0%
Total	**$16,355**	**$ 7,099**	**$ 5,870**	**$ 1,229**	**17%**

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

FY2021-2022 Monthly Financial Report

General Fund Expenditure Detail

For the Month Ending November 30, 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	42,315	24,506	17,809	42%
City Manager/Planning	1,192,109	496,710	476,150	20,560	4%
Finance	642,502	267,710	254,027	13,683	5%
Legal	140,450	64,004	72,083	(8,079)	(13%)
Total Adminstration	***2,040,660***	***870,739***	***826,766***	***43,973***	***5%***
Transportation	362,000	166,484	89,156	77,328	46%
Airport	329,500	160,774	72,549	88,225	55%
Bldg Inspection	592,378	246,825	186,205	60,620	25%
Parks	692,811	309,262	328,078	(18,816)	(6%)
Parks/Utility Landscaping	61,003	40,243	16,647	23,596	59%
Pool	591,328	376,526	340,129	36,397	10%
Municipal Buildings	142,436	59,350	57,550	1,800	3%
Library	963,386	402,214	337,047	65,167	16%
Recreation	749,304	312,210	356,443	(44,233)	(14%)
Community Center	257,569	120,943	61,377	59,566	49%
Harkenrider Center	63,258	26,360	13,753	12,607	48%
Total Public Services	***4,804,973***	***2,221,189***	***1,858,934***	***362,256***	***16%***
Court	753,538	309,311	192,877	116,434	38%
Public Safety Center	68,000	28,892	18,380	10,512	36%
Police Operations	5,887,789	2,501,646	2,303,609	198,037	8%
Total Public Safety	***6,709,327***	***2,839,850***	***2,514,866***	***324,984***	***11%***
Non-Departmental	2,802,253	1,167,605	669,829	497,776	43%
Unappropriated	0	0	0	0	0%
Total Non-Dept	***2,802,253***	***1,167,605***	***669,829***	***497,776***	***43%***
Total	**16,357,213**	**7,099,383**	**5,870,395**	**1,228,988**	**17.3%**
Straight Line Mthly Avg Projected Expense					

Total Administration is $43,973 less than projected for YTD. **Total Public Services** is $362,256 less than projected for YTD. **Public Safety** is $324,984 less than projected for YTD. The total **General Fund expenses are $1,228,988 less than projected** through the first five months of the fiscal year.

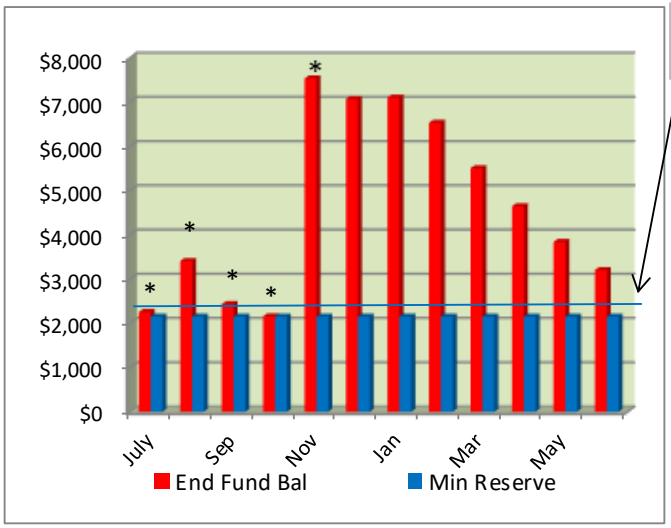
FY2021-2022 Monthly Financial Report

Fund Balance - General Fund

For the Month Ending November 30, 2021

General Fund **Through October 31, 2021**

Ending Fund Balance (in $1,000)



Minimum Reserve = $2,150,851

	Begin Fund Bal	Revenue	Expense	End Fund Bal	ACT/PROJ Fund Bal
July	$ 1,737	$ 1,727	$ (1,207)	$ 2,257	ACT*
Aug	$ 2,257	$ 2,316	$ (1,165)	$ 3,408	ACT*
Sep	$ 3,408	$ 305	$ (1,281)	$ 2,432	ACT*
Oct	$ 2,432	$ 728	$ (1,006)	$ 2,154	ACT*
Nov	$ 2,154	$ 6,592	$ (1,211)	$ 7,535	ACT*
Dec	$ 7,535	$ 1,022	$ (1,487)	$ 7,070	PROJ
Jan	$ 7,070	$ 1,234	$ (1,203)	$ 7,101	PROJ
Feb	$ 7,101	$ 656	$ (1,226)	$ 6,531	PROJ
Mar	$ 6,531	$ 487	$ (1,515)	$ 5,503	PROJ
Apr	$ 5,503	$ 370	$ (1,228)	$ 4,645	PROJ
May	$ 4,645	$ 821	$ (1,627)	$ 3,839	PROJ
June	$ 3,839	$ 373	$ (1,008)	$ 3,204	PROJ
Total	**$ 1,737**	**$ 16,631**	**$ (15,164)**	**$ 3,204**	

The General Fund balance at the end of November is approximately **$7,535,000**, which is **$5,383,149 (or 2.5 times)** above the current Minimum Reserve requirement of $2,150,851.

The General Fund reserve policy is to maintain a 15% fund balance (approximately two months of expenditures) based on the prior fiscal year activity.

FY2021-2022 Monthly Financial Report

Special Revenue Funds Report

For the Month Ending November 30, 2021

Special Revenue Funds

Resources & Requirements

	2021-22 Annual Budget	Actual YTD	Remaining Budget
02 Bonded Debt Fund			
Resources	692,980	273,913	419,067
Expenditures	533,120	305,200	227,920
Unappropriated Balance	159,860	N/A	N/A
05 Transient Room Tax (TRT)			
Resources	903,320	574,697	328,623
Expenditures	903,320	494,166	409,154
Unappropriated Balance	-	N/A	N/A
08 Reserve Fund			
Resources	12,392,203	498,132	11,894,071
Expenditures	11,297,809	1,377,605	9,920,204
Unappropriated Balance	1,094,394	N/A	N/A
11 Miscellaneous Special Revenue			
Resources	273,000	36,248	236,752
Expenditures	273,000	69,227	203,773
Unappropriated Balance	-	N/A	N/A
19 Christmas Express Special Revenue			
Resources	45,037	-	45,037
Expenditures	40,037	-	40,037
Unappropriated Balance	5,000	N/A	N/A
20 Law Enforcemnent Special Revenue			
Resources	103,118	7,480	95,638
Expenditures	79,118	2,361	76,757
Unappropriated Balance	24,000	N/A	N/A
21 Library Special Revenue			
Resources	35,800	150	35,650
Expenditures	3,300	1,284	2,016
Unappropriated Balance	32,500	N/A	N/A
23 Enterprise Zone Project Fund			
Resources	2,206,674	500,013	1,706,661
Expenditures	1,743,300	459,625	1,283,675
Unappropriated Balance	463,374	N/A	N/A
25 EOTEC Operations			
Resources	627,793	81,514	546,279
Expenditures	627,793	196,790	431,003
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.

FY2021-2022 Monthly Financial Report

Utility and Street Funds Report

For the Month Ending November 30, 2021

Utility and Street Funds Report

Resources & Expenditures

	2021-22 Annual Budget	Projected YTD	Actual YTD	Variance Fav/(Unfav)	% Variance
04 Street Fund					
Resources	1,950,474	651,870	950,107	298,237	46%
Expenditures	1,900,474	771,031	478,572	292,459	38%
Contingency/Unapp Balance	50,000	N/A	N/A	N/A	N/A
06 Utility Fund					
Resources	11,293,901	3,868,423	5,015,182	1,146,760	30%
Expenditures	9,137,398	2,908,706	2,583,592	325,114	11%
Contingency/Unapp Balance	2,156,503	N/A	N/A	N/A	N/A
13 HES Fund					
Resources	11,828,457	3,955,551	4,459,570	504,019	13%
Expenditures	9,672,154	3,180,668	4,088,413	(907,745)	(29%)
Contingency/Unapp Balance	2,156,303	N/A	N/A	N/A	N/A
15 Regional Water Fund					
Resources	1,775,591	629,583	597,007	(32,576)	(5%)
Expenditures	1,160,402	227,172	319,495	(92,323)	(41%)
Contingency/Unapp Balance	615,189	N/A	N/A	N/A	N/A

All four of these funds are projected on a straight line, 1/12th of budgeted expense or revenue per month. This practice means the seasonal/cyclical nature of the various funds is not accounted for on a month-to-month projected basis.

Revenues for the **Street Fund** are **$298,237** over projected. Expenditures are **$292,459** below projected.

Revenues in the **Utility Fund** are **$1,146,760** over projected. Expenditures are **$325,114** below projected.

The **HES Fund** revenue is **$504,019** over projected. Expenditures are **$907,745** over projected.

The **Regional Water Fund** revenues are **$32,576** below projected. Expenditures-to-date are **$92,323** over projected.

FY2021-2022 Monthly Financial Report

City of Hermiston, Oregon

Utilities/Streets Capital Projects Report

For the Month Ending November 30, 2021

	2021-2022 Budget	YTD Expenditures	Project Budget	Project To-Date Expenditures	% Complete
Well#6 B/U Generator	$ 320,000	$ 13,000	$ 320,000	$ 18,775	5.87%
Lift Station #3 Upgrade	$ 550,000	$ 14,200	$ 550,000	$ 47,175	8.58%
Geer & Harper Re-alignment	$ 125,000	$ 5,673	$ 125,000	$ 10,848	8.68%
N. 1st Place Reconstruction	$ 100,000	$ 29,000	$ 100,000	$ 42,000	42.00%
N. 1st Place Water Line Replacement	$ 100,000	$ 14,000	$ 100,000	$ 14,000	14.00%
Gladys & Main Waterline Replacement	$ 100,000	$ -	$ 100,000	$ -	0.00%
Lift Station #4 Reconstruction	$ 450,000	$ 7,000	$ 450,000	$ 10,500	2.33%
McDonald's & 395 Sewer Main Replacement	$ 330,000	$ 7,000	$ 330,000	$ 9,500	2.88%
Total	**$ 2,075,000**	**$ 89,873**	**$ 2,075,000**	**$ 152,798**	**7.36%**

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.

November Update: There were $8,000 in expenditures this month. Delivery of the generator is anticipated to be in late spring of 2022.

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

November Update: Review by Union Pacific is complete. AP is finalizing bid documents and anticipating advertising the work in two weeks. There were $2,200 in 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. 1st Place. The current configuration makes access difficult for large trucks and traffic backs up on Harper Road during busy times during the day.

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

North 1st Place Reconstruction

North 1st 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 us functional for community and business use in the area.

November Update: Anderson Perry 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 significant scope expansion to make upgrades to the 1st & Elm intersection. There were $16,000 in expenses this month.

FY2021-2022 Monthly Financial Report

City of Hermiston, Oregon

Utilities/Streets Capital Projects Report

For the Month Ending November 30, 2021

	2021-2022 Budget	YTD Expenditures	Project Budget	Project To-Date Expenditures	% Complete
Well#6 B/U Generator	$ 320,000	$ 13,000	$ 320,000	$ 18,775	5.87%
Lift Station #3 Upgrade	$ 550,000	$ 14,200	$ 550,000	$ 47,175	8.58%
Geer & Harper Re-alignment	$ 125,000	$ 5,673	$ 125,000	$ 10,848	8.68%
N. 1st Place Reconstruction	$ 100,000	$ 29,000	$ 100,000	$ 42,000	42.00%
N. 1st Place Water Line Replacement	$ 100,000	$ 14,000	$ 100,000	$ 14,000	14.00%
Gladys & Main Waterline Replacement	$ 100,000	$ -	$ 100,000	$ -	0.00%
Lift Station #4 Reconstruction	$ 450,000	$ 7,000	$ 450,000	$ 10,500	2.33%
McDonald's & 395 Sewer Main Replacement	$ 330,000	$ 7,000	$ 330,000	$ 9,500	2.88%
Total	**$ 2,075,000**	**$ 89,873**	**$ 2,075,000**	**$ 152,798**	**7.36%**

North 1st 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...

***November Update*:** AP is finishing bid documents and was anticipating advertising/bidding the work by the end of October.

Gladys & Main Waterline Replacement

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

***November Update*:** Anderson Perry will begin design work for this project in the spring of 2022. No expenses this month.

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 the end of their useful life.

***November Update*:** Anderson Perry has begun design work. There were $1,000 in expenses this month.

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 requires 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.

***November Update*:** AP in final stage of completing bid documents with bidding of the work in November. There were $1,000 in expenses this month.

FY2021-22 Monthly Financial Report

City of Hermiston, Oregon

Other City Capital Projects Report

For the Month Ending November 30, 2021

	2021-2022 Budget	YTD Expenditures	Project Budget	Project To-Date Expenditures	% Complete
Airport Apron Rehab	$ 2,355,000	$ 24,504	$ 2,355,000	$ 289,319	12.29%
Riverfront Park Rebuild	$ 510,000	$ 1,724	$ 510,000	$ 125,150	24.54%
South Hermiston Industrial Park - LID	$ 2,900,000	$ 971,769	$ 2,900,000	$ 1,373,929	47.38%
New City Hall Construction	$ 7,348,498	$ 2,103,398	$ 8,690,000	$ 3,393,878	39.05%
Total	**$ 13,113,498**	**$ 3,101,395**	**$ 14,455,000**	**$ 5,182,276**	**35.85%**

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.

November Update: Completion now expected by the end of May next spring with punch-list items done by June 30, 2022.

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**

November Update: The relocation of the parking lot/playground/park facilities continues this month with completion of curbs, gutters and laying of asphalt in the parking lot. There were $152 in expenditures this month. Work on the **parking lot** is complete except for striping. Playground equipment will be installed over the winter.)

South Hermiston Industrial Park "LID"

This project involves the formation/use of a Local Improvement District ("LID") to construct public improvements that directly benefit properties in the South Hermiston Industrial Park ("SHIP.") The city constructs the project and collects revenues from the property owners as well as contributing public funds to help offset the costs of the project to the property owners.

November Update: Contractor began excavation August 2. Substantial completion was expected by October 31, with punchlist closeout through the month of December, 2021. Paving was completed the first part of November. There were $287,180 in 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 2nd street from City Hall to the west; and the replacement of water and sewer lines in the alley from 1st street to 3rd street.

November Update: Work continues on pouring all the floors of the building and work is progressing on closing up the building to get it "dried" in. There were $613,757 in expenditures this month.