
January 2022 Financial Report



Department of Finance
January, 2022
(Unaudited)

Includes the Hermiston Urban Renewal Agency

FY2021-2022 Monthly Financial Report

Hermiston Urban Renewal Agency (HURA)

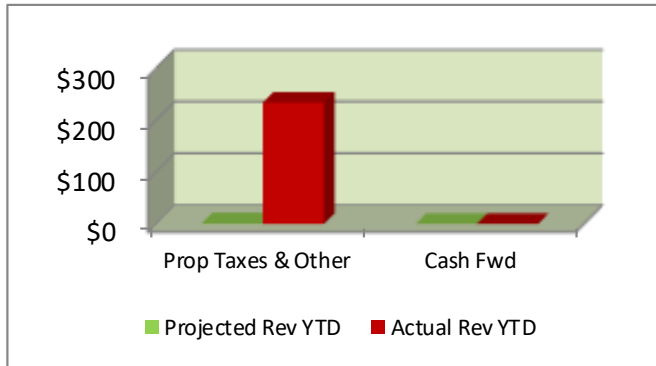
For the Month Ending January 31, 2022

Resources

by Category

Through January 31, 2022

(in \$1,000)



	Annual Proj Rev	Actual Rev (YTD	% Var
Prop Taxes & Other	\$ 238	\$ 234	98%
Cash Fwd	167	-	0%
Total	\$ 405	\$ 234	58%

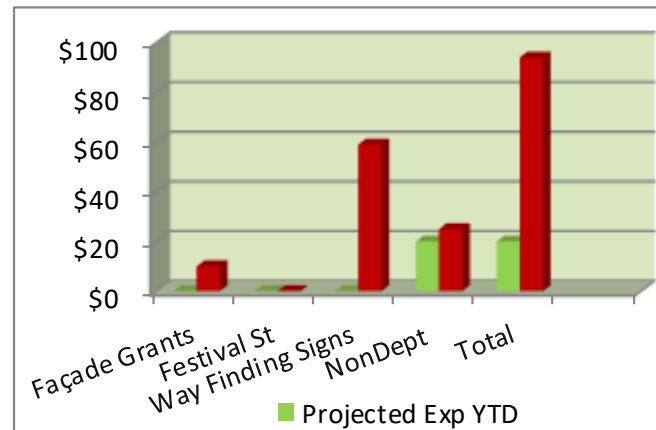
Note: Variance is calculated as % of revenue YTD

Expenditures

by Character

Through January 31, 2022

(in \$1,000)



	Annual Proj Exp	Actual Exp (YTD	% Var
Façade Grants	\$ 50	\$ 10	20%
Festival St	\$ 3	\$ -	0%
Way Finding Signs	\$ 49	\$ 59	120%
NonDept	\$ 305	\$ 25	8%
Total	\$ 407	\$ 94	23%

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 January, 2022 for HURA amounted to \$1,542 for total revenue to date of \$233,419, or 98.1% of the revenue projection for FY2022.

FY2021-2022 Monthly Financial Report

City of Hermiston, Oregon

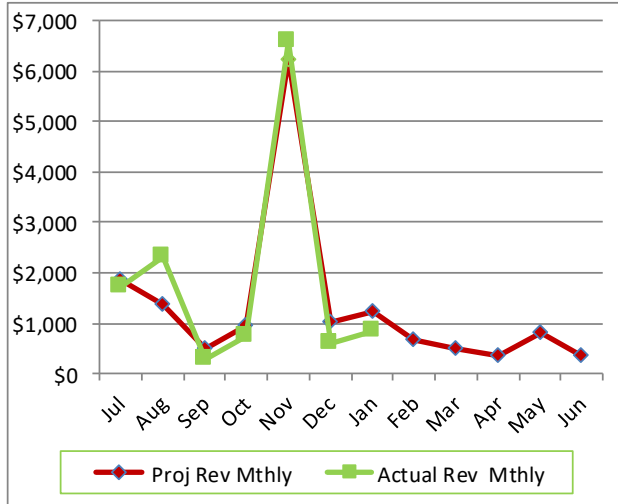
General Fund Resources

For the Month Ending January 31, 2022

Through January 31, 2022

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	\$ 1,359	\$ 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	6%
Dec	\$ 1,023	\$ 1,023	\$ 620	\$ (403)	-39%
Jan	\$ 1,234	\$ 1,234	\$ 842	\$ (392)	-32%
Feb	\$ 657			\$ -	0%
Mar	\$ 489			\$ -	0%
Apr	\$ 370			\$ -	0%
May	\$ 823			\$ -	0%
Jun	\$ 374			\$ -	0%
Total	15,891	13,177	13,130	(48)	0%
Cash Fwd	466	-	-	-	0%
Total	\$ 16,357	\$ 13,177	\$ 13,130	(48)	0%

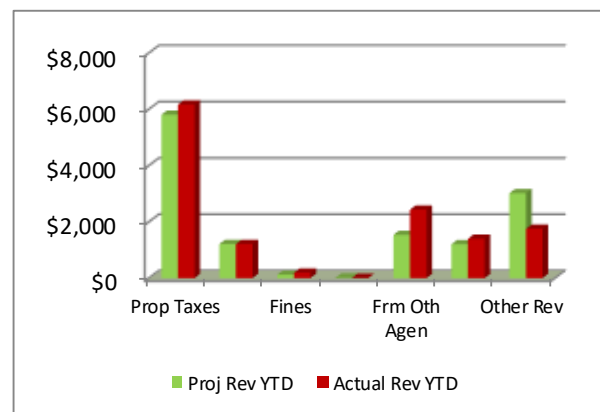
Estimated General Fund revenues for the 2021-22 fiscal year are **\$16,355,213**. Projected revenues for January were **\$1,234,004**, compared to actual revenues of **\$842,395**, a variance of **\$391,609**, or **31.7% less** than projected. The fund is statistically right where we projected to be for the year-to-date through the first seven months of FY2022.

General Fund - All Resources

by Category

Through January 31, 2022

(in \$1,000)



	Annual Proj Rev	Proj Rev YTD	Actual Rev YTD	Var Fav/ (Unfav)	% Var
Prop Taxes	\$ 6,466	\$ 5,796	\$ 6,163	\$ 367	6%
Lic	\$ 1,307	\$ 1,207	1,208	1	0%
Fines	\$ 200	\$ 117	190	73	62%
Interest Rev	\$ 15	\$ 10	5	(5)	-47%
Frms Oth Agen	\$ 2,629	\$ 1,530	2,424	894	58%
Svc Chgs	\$ 1,887	\$ 1,203	1,394	191	16%
Other Rev	\$ 3,386	\$ 3,014	1,746	(1,268)	-42%
Cash Fwd	\$ 466	\$ -	-	-	0%
Total	\$16,355	\$ 12,877	\$ 13,130	\$ 253	2%

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

FY2021-2022 Monthly Financial Report

City of Hermiston, Oregon

General Fund Expenditures

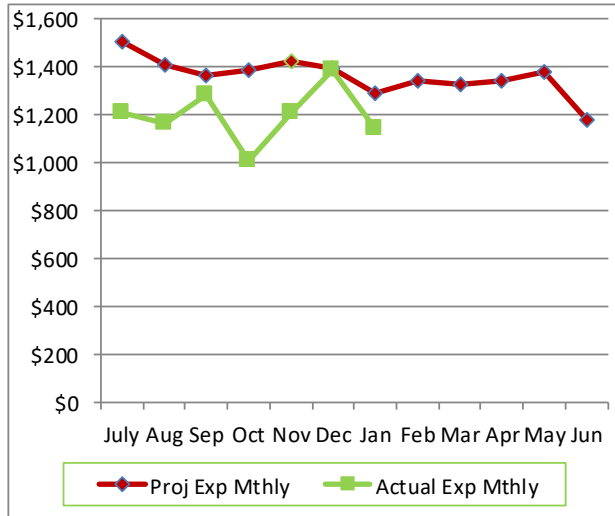
For the Month Ending January 31, 2022

General Fund Expenditure Summary

All Requirements

Through January 31, 2022

(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	\$ 1,389	\$ 5	0%
Jan	\$ 1,292	\$ 1,292	\$ 1,139	\$ 153	12%
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	8,398	1,387	17%
Contngcy		-	-	-	0%
Total	\$ 16,357	\$ 16,357	\$ 8,398	\$ 1,387	17%

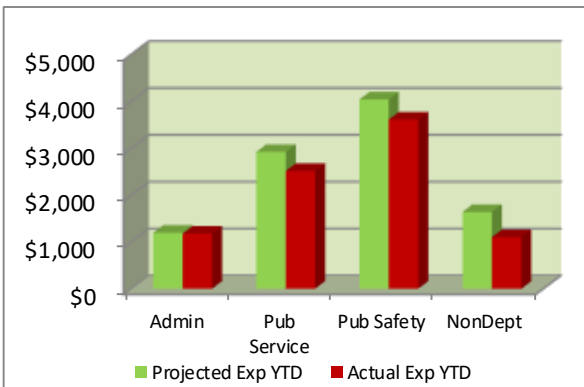
Projected General Fund monthly expenditures for January were **\$1,292,003**. Actual expenditures were **\$1,139,220**, which is **\$152,783 (or 11.8%) less than projected**.

General Fund Expenditures

by Consolidated Department

Through January 31, 2022

(in \$1,000)



	Annual Proj Exp	Projected Exp YTD	Actual Exp YTD	Var Fav/ (Unfav)	% Var
Admin	\$ 2,041	1,195	1,177	18	2%
Pub Service	4,806	2,918	2,512	407	14%
Pub Safety	6,709	4,037	3,611	427	11%
NonDept	2,802	1,635	1,099	535	33%
Unapp	-	-	-	-	0%
Total	\$16,355	\$ 9,785	\$ 8,398	\$ 1,387	14%

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 January 31, 2022

General Fund Expenditures by Department

	Annual Projected Exp	Projected Exp YTD	Actual Exp YTD	Var Fav/ (Unfav)	% Var Fav/ (Unfav)
City Council	65,599	50,826	28,779	22,047	43%
City Manager/Planning	1,192,109	695,394	675,894	19,500	3%
Finance	642,502	374,794	362,978	11,816	3%
Legal	140,450	73,923	108,913	(34,990)	-47%
Total Administration	2,040,660	1,194,937	1,176,564	18,373	2%
Transportation	362,000	206,645	138,627	68,018	33%
Airport	329,500	201,189	90,659	110,530	55%
Bldg Inspection	592,378	345,555	262,025	83,530	24%
Parks	692,811	409,283	420,626	(11,343)	-3%
Parks/Utility Landscaping	61,003	40,243	17,147	23,096	57%
Pool	591,328	419,266	357,145	62,121	15%
Municipal Buildings	142,436	83,090	82,101	989	1%
Library	963,386	578,629	497,273	81,356	14%
Recreation	749,304	437,094	503,789	(66,695)	-15%
Community Center	257,569	160,566	113,573	46,993	29%
Harkenrider Center	63,258	36,903	28,585	8,318	23%
Total Public Services	4,804,973	2,918,461	2,511,550	406,911	14%
Court	753,538	446,677	292,510	154,167	35%
Public Safety Center	68,000	40,995	31,535	9,460	23%
Police Operations	5,887,789	3,549,594	3,286,542	263,052	7%
Total Public Safety	6,709,327	4,037,267	3,610,587	426,680	11%
Non-Departmental	2,802,253	1,634,647	1,099,439	535,208	33%
Unappropriated	0	0	0	0	0%
Total Non-Dept	2,802,253	1,634,647	1,099,439	535,208	33%
Total	16,357,213	9,785,312	8,398,140	1,387,172	14.2%
Straight Line Mthly Avg Projected Expense					

For January, Total **Administration** is \$18,373 less than projected for YTD. **Total Public Services** is \$406,911 less than projected for YTD. **Public Safety** is \$426,680 less than projected for YTD. The total **General Fund expenses** are **\$1,387,172 less than projected** through the first seven months of the fiscal year.

FY2021-2022 Monthly Financial Report

Fund Balance - General Fund

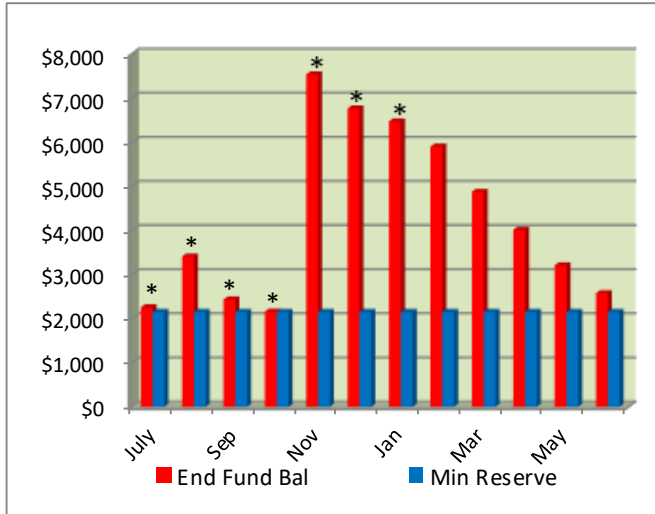
For the Month Ending January 31, 2022

General Fund

Ending Fund Balance

Through January 31, 2022

(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)	\$ 7,534	ACT*
Dec	\$ 7,534	\$ 620	\$ (1,389)	\$ 6,766	ACT*
Jan	\$ 6,766	\$ 842	\$ (1,139)	\$ 6,469	ACT*
Feb	\$ 6,469	\$ 656	\$ (1,226)	\$ 5,899	PROJ
Mar	\$ 5,899	\$ 487	\$ (1,515)	\$ 4,871	PROJ
Apr	\$ 4,871	\$ 370	\$ (1,228)	\$ 4,013	PROJ
May	\$ 4,013	\$ 821	\$ (1,627)	\$ 3,207	PROJ
June	\$ 3,207	\$ 373	\$ (1,008)	\$ 2,572	PROJ
Total	\$ 1,737	\$ 15,837	\$ (15,002)	\$ 2,572	

The General Fund balance at the end of January is approximately **\$6,469,000**, which is approximately **\$5,383,000 (or 3.0 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 January 31, 2022

Special Revenue Funds

Resources & Requirements

	2021-22 Annual Budget	Actual YTD	Remaining Budget
02 Bonded Debt Fund			
Resources	692,980	284,707	408,273
Expenditures	533,120	483,296	49,824
Unappropriated Balance	159,860	N/A	N/A
05 Transient Room Tax (TRT)			
Resources	903,320	574,697	328,623
Expenditures	903,320	501,482	401,838
Unappropriated Balance	-	N/A	N/A
08 Reserve Fund			
Resources	12,392,203	664,286	11,727,917
Expenditures	11,297,809	1,585,602	9,712,207
Unappropriated Balance	1,094,394	N/A	N/A
11 Miscellaneous Special Revenue			
Resources	273,000	39,307	233,693
Expenditures	273,000	79,444	193,556
Unappropriated Balance	-	N/A	N/A
19 Christmas Express Special Revenue			
Resources	45,037	16,151	28,886
Expenditures	40,037	9,444	30,593
Unappropriated Balance	5,000	N/A	N/A
20 Law Enforcement Special Revenue			
Resources	103,118	7,546	95,572
Expenditures	79,118	2,996	76,122
Unappropriated Balance	24,000	N/A	N/A
21 Library Special Revenue			
Resources	35,800	150	35,650
Expenditures	3,300	2,536	764
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	86,514	541,279
Expenditures	627,793	246,625	381,168
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 January 31, 2022

Utility and Street Funds Report

Resources & Expenditures

	2021-22		Variance		
	Annual Budget	Projected YTD	Actual YTD	Fav/(Unfav)	% Variance
04 Street Fund					
Resources	1,950,474	912,618	1,211,060	298,442	33%
Expenditures	1,900,474	1,108,610	745,425	363,185	33%
Contingency	50,000	N/A	N/A	N/A	N/A
06 Utility Fund					
Resources	11,293,901	5,415,792	6,398,662	982,871	18%
Expenditures	9,137,398	5,330,149	3,986,894	1,343,255	25%
Contingency	2,156,503	N/A	N/A	N/A	N/A
13 HES Fund					
Resources	11,828,457	5,537,772	6,441,330	903,558	16%
Expenditures	9,789,906	5,710,779	5,861,283	(150,505)	-3%
Contingency	2,038,551	N/A	N/A	N/A	N/A
15 Regional Water Fund					
Resources	1,775,591	881,417	785,462	(95,955)	-11%
Expenditures	1,160,402	676,901	614,350	62,551	9%
Contingency	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 **\$298,442** over projected. Expenditures are **\$363,185** below projected.

Revenues in the **Utility Fund** are **\$982,874** over projected. Expenditures are **\$1,343,255** below projected.

The **HES Fund** revenue is **\$903,558** over projected. Expenditures are **\$150,505** over projected.

The **Regional Water Fund** revenues are **\$95,955** below projected. Expenditures-to-date are **\$62,551** below projected.

FY2021-2022 Monthly Financial Report

City of Hermiston, Oregon

Utilities/Streets Capital Projects Report

For the Month Ending January 31, 2022

	2021-2022 Budget	YTD Expenditures	Project Budget	Project To-Date Expenditures	% Complete
Well #6 B/U Generator	\$ 320,000	\$ 28,689	\$ 320,000	\$ 34,464	10.77%
Lift Station #3 Upgrade	\$ 550,000	\$ 27,754	\$ 550,000	\$ 60,729	11.04%
Geer & Harper Re-alignment	\$ 125,000	\$ 6,173	\$ 125,000	\$ 11,348	9.08%
N. 1st Place Reconstruction	\$ 100,000	\$ 50,000	\$ 100,000	\$ 63,000	63.00%
N. 1st Place Water Line Replacement	\$ 100,000	\$ 17,500	\$ 100,000	\$ 17,500	17.50%
Gladys & Main Waterline Replacement	\$ 100,000	\$ -	\$ 100,000	\$ -	0.00%
Lift Station #6 Reconstruction	\$ 450,000	\$ 14,000	\$ 450,000	\$ 17,500	3.89%
McDonald's & 395 Sewer Main Replacement	\$ 330,000	\$ 13,500	\$ 330,000	\$ 16,000	4.85%
Total	\$ 2,075,000	\$ 157,616	\$ 2,075,000	\$ 220,541	10.63%

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.

January Update: Bids for this project were advertised throughout the month of December, with bids opened January 5. Installation to be completed this spring.

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

January Update: Bids were opened in November, with costing in the acceptable range; however, an oversight on Right of Way is holding up the awarding of the contract until the issue can be resolved.

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.

January Update: No change in the status of this project. Still waiting 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 is functional for community and business use in the area.

January Update: Anderson Perry completed the 30% design of the project to establish better cost estimates, and allow for better coordination with ODOT on possible partnership to upgrade the intersection of North 1st and Elm concurrently. Talks were held with ODOT Regional staff in December, and they are currently seeking approximately \$4.5M in Infrastructure Investment & Jobs Act (IIJA) funds through ODOT for use in the intersection. Reconstruction planning is on hold until word comes back on that request.

FY2021-2022 Monthly Financial Report

City of Hermiston, Oregon

Utilities/Streets Capital Projects Report

For the Month Ending January 31, 2022

	2021-2022 Budget	YTD Expenditures	Project Budget	Project To-Date Expenditures	% Complete
Well #6 B/U Generator	\$ 320,000	\$ 28,689	\$ 320,000	\$ 34,464	10.77%
Lift Station #3 Upgrade	\$ 550,000	\$ 27,754	\$ 550,000	\$ 60,729	11.04%
Geer & Harper Re-alignment	\$ 125,000	\$ 6,173	\$ 125,000	\$ 11,348	9.08%
N. 1st Place Reconstruction	\$ 100,000	\$ 50,000	\$ 100,000	\$ 63,000	63.00%
N. 1st Place Water Line Replacement	\$ 100,000	\$ 17,500	\$ 100,000	\$ 17,500	17.50%
Gladys & Main Waterline Replacement	\$ 100,000	\$ -	\$ 100,000	\$ -	0.00%
Lift Station #6 Reconstruction	\$ 450,000	\$ 14,000	\$ 450,000	\$ 17,500	3.89%
McDonald's & 395 Sewer Main Replacement	\$ 330,000	\$ 13,500	\$ 330,000	\$ 16,000	4.85%
Total	\$ 2,075,000	\$ 157,616	\$ 2,075,000	\$ 220,541	10.63%

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...

January Update: Design work continues and is tied to the North 1st Place reconstruction project.

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.

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

Lift Station #6 Reconstruction

Lift station #6 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.

January Update: Anderson Perry is completing design work for bidding this spring.

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.

January Update: AP is completing bid documents but will not be advertising the work until an easement can be secured.

FY2021-22 Monthly Financial Report

City of Hermiston, Oregon Other City Capital Projects Report For the Month Ending January 31, 2022

	2021-2022 Budget	YTD Expenditures	Project Budget	Project To-Date Expenditures	% Complete
Airport Apron Rehab	\$ 2,355,000	\$ 294,590	\$ 2,355,000	\$ 559,405	23.75%
Riverfront Park Rebuild	\$ 510,000	\$ 150,667	\$ 510,000	\$ 280,541	55.01%
South Hermiston Industrial Park - LID	\$ 2,900,000	\$ 1,767,802	\$ 2,900,000	\$ 2,169,962	74.83%
New City Hall Construction	\$ 7,348,498	\$ 3,486,755	\$ 8,690,000	\$ 4,777,235	54.97%
Total	\$ 13,113,498	\$ 5,699,814	\$ 14,455,000	\$ 7,787,143	53.87%

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.

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

Riverfront Park Rebuild

This project encompassed the work done to clean up the Riverfront Park after the flood of the park in the spring of 2020. This project consisted 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 – **IN PROGRESS**

January Update: The relocation of the parking lot is complete. The playground structures will be installed over the winter as Parks staff has time to get the work done.

South Hermiston Industrial Park "LID"

This project involved 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.

January Update: This project is functionally complete. AP is in the process of completing their closeout report so that the retainage can be released.

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.

January Update: Work continues on finalizing the internal framing and completing the roofing. The building should be dried in by the end of February.