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# Monthly Financial Report

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*Where Life is Sweet*

*Includes the Hermiston Urban Renewal Agency*

**Finance Department  
August 2017  
(Unaudited)**

# 2017-2018 Monthly Financial Report

## Hermiston Urban Renewal Agency (HURA)

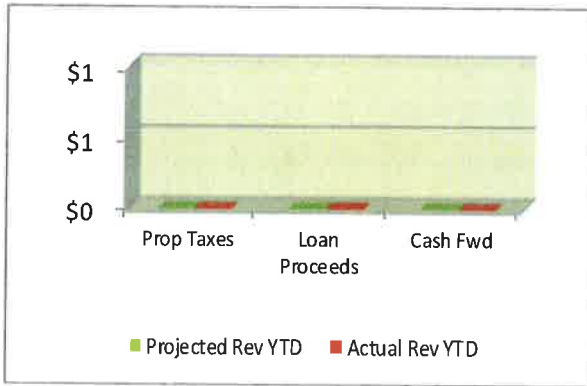
### For the Month Ending August 31, 2017

#### Resources

Through August 31, 2017

by Category

(in \$1,000)



	Annual Proj Rev	Projected Rev YTD	Actual Rev YTD	Var Fav/ (Unfav)	% Var
Prop Taxes	\$ 132	\$ -	\$ -	\$ -	0%
Loan Proceeds	1,500	\$ -	-	-	0%
Cash Fwd	17	\$ -	-	-	0%
<b>Total</b>	<b>\$ 1,649</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>

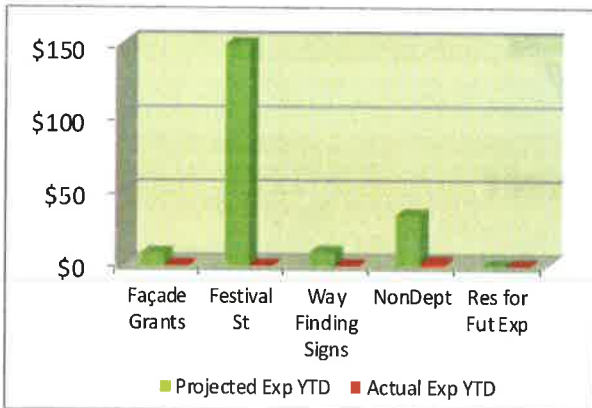
Note: variance is calculated as a percent of the projected revenue YTD.

#### Expenditures

Through August 31, 2017

by Character

(in \$1,000)



	Annual Proj Exp	Projected Exp YTD	Actual Exp YTD	Var Fav/ (Unfav)	% Var
Façade Grants	\$ 50	\$ 8	\$ -	\$ 8	100%
Festival St	900	150	-	150	100%
Way Finding Signs	55	9	-	9	100%
NonDept	206	34	2	32	92%
Res for Fut Exp	438	-	-	-	0%
<b>Total</b>	<b>\$ 1,649</b>	<b>\$ 202</b>	<b>\$ 2</b>	<b>\$ 200</b>	<b>99%</b>

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

The 2017-2018 budget for the Urban Renewal Agency is \$ 1,649,350. This includes \$50,000 for Façade grants, \$900,000 for the Festival Street project, \$3,000 in administrative costs, \$203,829 for Loan Repayment to the City, and \$437,521 which is reserved for future expenditure. As of the end of August no revenues were received. The only expenditure in August was a Loan repayment of \$930.00 made to the City. The festival street design is at 30% completion with 60% of completed drawings.

# 2017-2018 Monthly Financial Report

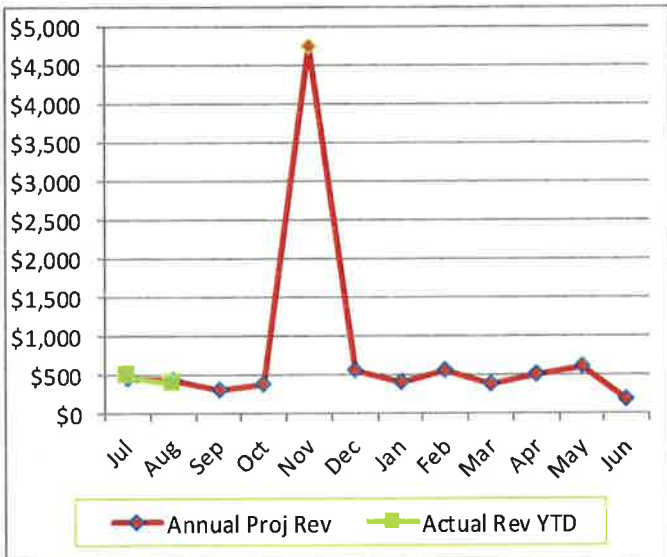
City of Hermiston, Oregon

General Fund Resources

For the Month Ending August 31, 2017

Through August 31, 2017

## All Resources



	Annual Proj Rev	Proj Rev YTD	Actual Rev YTD	Var Fav/ (Unfav)	% Var
Jul	\$ 444	\$ 444	\$ 492	\$ 48	11%
Aug	\$ 421	\$ 421	\$ 393	\$ (29)	(7%)
Sep	314				
Oct	388				
Nov	4,759				
Dec	563				
Jan	394				
Feb	560				
Mar	377				
Apr	501				
May	607				
Jun	185				
<b>Total</b>	<b>9,512</b>	<b>865</b>	<b>885</b>	<b>19</b>	<b>2%</b>
Cash Fwd	3,004	-	-	-	0%
<b>Total</b>	<b>\$ 12,516</b>	<b>\$ 865</b>	<b>\$ 885</b>	<b>19</b>	<b>2%</b>

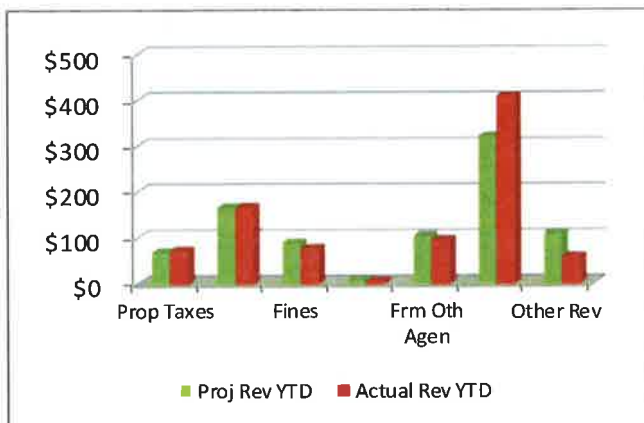
Estimated General Fund revenues for the 17-18 fiscal year are \$9.5 million. Projected revenues through August were \$865,000 with actual revenues at \$885,000, a variance of \$19,000. The largest variances are in the categories of Service Charges and Other Revenue. The Pool Income and Construction Permit Fees revenues are higher due to summer pool income and Building permit fees for this busy time of year. Other Revenue includes miscellaneous revenue sources which are difficult to project from a timing perspective.

## General Fund Revenue

by Category

Through August 31, 2017

(in \$1,000)



	Annual Proj Rev	Proj Rev YTD	Actual Rev YTD	Var Fav/ (Unfav)	% Var
Prop Taxes	\$ 5,168	\$ 68	\$ 72	\$ 4	6%
Lic	836	\$ 166	167	1	1%
Fines	549	\$ 90	77	(13)	(14%)
Interest Rev	35	\$ 8	7	(2)	(21%)
Frms Oth Agen	573	\$ 103	95	(8)	(8%)
Svc Chgs	1,478	\$ 321	409	88	27%
Other Rev	874	\$ 109	58	(51)	(46%)
Cash Fwd	3,004	-	-	-	0%
<b>Total</b>	<b>\$ 12,516</b>	<b>\$ 865</b>	<b>\$ 885</b>	<b>\$ 19</b>	<b>2%</b>

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

# 2017-2018 Monthly Financial Report

City of Hermiston, Oregon

General Fund Expenditures

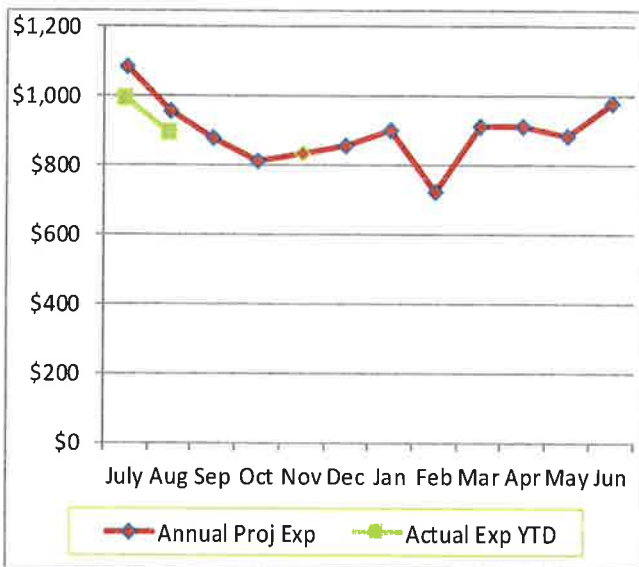
For the Month Ending August 31, 2017

## General Fund Expenditure Summary

Through August 31, 2017

All Requirements

(in \$1,000)



	Annual Proj Exp	Projected Exp YTD	Actual Exp YTD	Var Fav/ (Unfav)	% Var
July	\$ 1,084	\$ 1,084	\$ 988	\$ 96	9%
Aug	\$ 955	\$ 955	\$ 890	\$ 65	7%
Sep	\$ 879				
Oct	\$ 810				
Nov	\$ 833				
Dec	\$ 858				
Jan	\$ 900				
Feb	\$ 726				
Mar	\$ 912				
Apr	\$ 911				
May	\$ 885				
Jun	\$ 981				
<b>Total</b>	<b>10,732</b>	<b>2,039</b>	<b>1,878</b>	<b>161</b>	<b>8%</b>
Unapp	1,784	-	-	-	0%
<b>Total</b>	<b>\$ 12,516</b>	<b>\$ 2,039</b>	<b>\$ 1,878</b>	<b>\$ 161</b>	<b>8%</b>

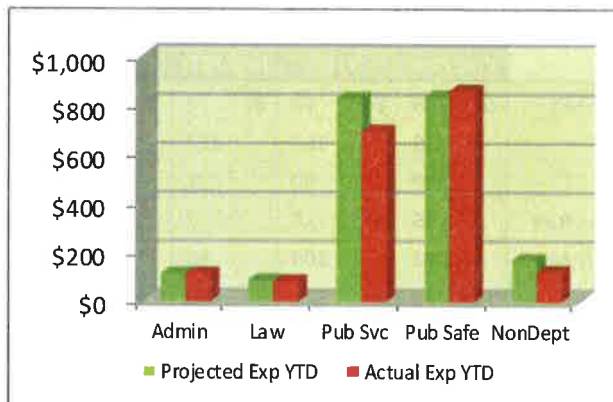
Projected General Fund department expenditures for August were \$2,039,000. Actual expenditures were \$161,000 lower than projected at \$1,878,000. The Municipal Buildings, Municipal Pool, and Non-Departmental had the highest savings at \$ \$34,800, \$38,600 and \$49,000 respectively.

## General Fund Expenditures

by Consolidated Department

Through August 31, 2017

(in \$1,000)



	Annual Proj Exp	Projected Exp YTD	Actual Exp YTD	Var Fav/ (Unfav)	% Var
Admin	\$ 681	112	114	(2)	(1%)
Law	524	86	83	3	4%
Pub Svc	3,459	831	697	134	16%
Pub Safe	4,868	839	863	(24)	(3%)
NonDept	2,984	171	122	49	29%
Unapp	-	-	-	-	0%
<b>Total</b>	<b>\$12,516</b>	<b>\$ 2,039</b>	<b>\$ 1,878</b>	<b>\$ 161</b>	<b>8%</b>

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



# 2017-2018 Monthly Financial Report

## General Fund Expenditure Detail For the Month Ending August 31, 2017

### General Fund Expenditures by Department

	Annual Projected Exp	Projected Exp YTD	Actual Exp YTD	Var Fav/ (Unfav)	% Var Fav/ (Unfav)
City Council	61,260	10,886	19,784	(8,898)	(82%)
City Manager/Planning	493,310	79,418	77,863	1,556	2%
Finance	127,210	22,193	16,440	5,753	26%
<b>Total Admin &amp; Finance</b>	<b>681,780</b>	<b>112,497</b>	<b>114,086</b>	<b>(1,589)</b>	<b>(1%)</b>
Legal	85,250	13,904	17,572	(3,668)	0%
Court	439,285	72,470	65,509	6,961	10%
<b>Total Dept of Law</b>	<b>524,535</b>	<b>86,375</b>	<b>83,081</b>	<b>3,293</b>	<b>4%</b>
Transportation	274,300	47,863	18,685	29,179	61%
Airport	252,120	69,009	45,023	23,985	35%
Bldg Inspection	381,910	62,781	63,349	(569)	(1%)
Parks	496,120	93,427	115,627	(22,200)	(24%)
Parks/Utility Landscaping	43,975	5,111	6,699	(1,588)	(31%)
Pool	417,140	239,339	200,743	38,596	16%
Municipal Buildings	124,240	36,759	1,969	34,791	95%
Library	789,530	130,838	116,901	13,937	11%
Recreation	679,995	145,935	127,790	18,146	12%
<b>Total Public Services</b>	<b>3,459,330</b>	<b>831,062</b>	<b>696,786</b>	<b>134,276</b>	<b>16%</b>
Public Safety Center	89,400	16,607	16,247	361	2%
Police Operations	4,777,705	822,112	846,286	(24,174)	(3%)
<b>Total Public Safety</b>	<b>4,867,105</b>	<b>838,720</b>	<b>862,532</b>	<b>(23,813)</b>	<b>(3%)</b>
Non-Departmental	1,199,645	170,650	121,596	49,054	29%
Unappropriated	1,783,720	0	0	0	0%
<b>Total Non-Dept</b>	<b>2,983,365</b>	<b>170,650</b>	<b>121,596</b>	<b>49,054</b>	<b>29%</b>
<b>Total</b>	<b>12,516,115</b>	<b>2,039,303</b>	<b>1,878,082</b>	<b>161,220</b>	<b>8%</b>

Within the Public Services category, the Pool had the greatest amount of savings dollar-wise at \$38,596. Police Operations are still over the projected budget amount due to the purchase of 2 new Police vehicles and the trade-in of 2 older vehicles for 2 newer used vehicles in July.

# 2017-2018 Monthly Financial Report

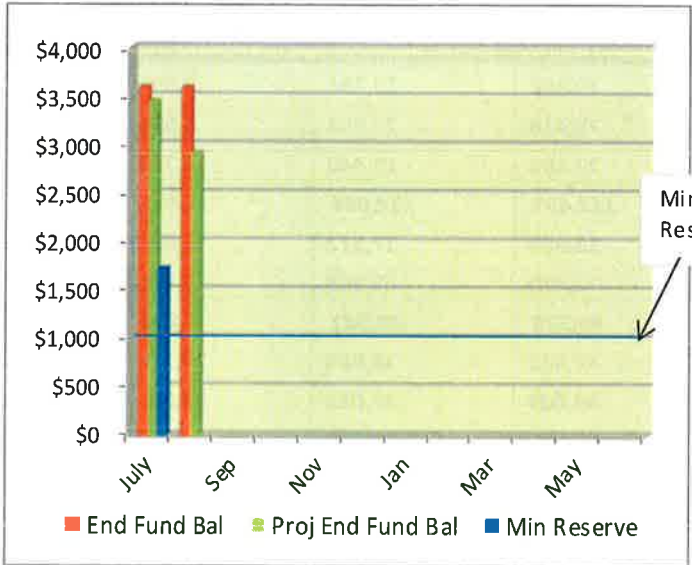
Fund Balance - General Fund  
For the Month Ending August 31, 2017

General Fund

Through August 31, 2017

Ending Fund Balance

(in \$1,000)



Minimum Reserve = \$1,731,076

	Begin Fund Bal	Rev	Exp	End Fund Bal	Proj End Fund Bal
July	\$ 4,097	\$ 492	\$ (988)	\$ 3,601	\$ 3,457
Aug	\$ 4,097	\$ 393	\$ (890)	\$ 3,600	\$ 2,923
Sep					
Oct					
Nov					
Dec					
Jan					
Feb					
Mar					
Apr					
May					
June					
<b>Total</b>	<b>\$ 4,097</b>	<b>\$ 885</b>	<b>\$ (1,878)</b>	<b>\$ 3,104</b>	<b>\$ 2,923</b>

As of the end of August the fund balance in the General Fund was \$3.6 million, which is \$1.9 million above the minimum reserve.

# 2017-2018 Monthly Financial Report

## Special Revenue Funds Report

For the Month Ending August 31, 2017

### Special Revenue Funds

#### Resources & Requirements

	2017-18 Annual Budget	Actual YTD	Remaining Budget
<b>Bonded Debt Fund</b>			
Resources	2,206,540	92,450	2,114,090
Expenditures	2,021,540	376,930	1,644,610
Unappropriated Balance	185,000	N/A	N/A
<b>Transient Room Tax (TRT)</b>			
Resources	839,700	248,449	591,251
Expenditures	744,410	65,758	678,652
Unappropriated Balance	95,290	N/A	N/A
<b>Recreation Special Revenue</b>			
Resources	68,000	-	68,000
Expenditures	-	-	-
Unappropriated Balance	68,000	N/A	N/A
<b>Reserve Fund</b>			
Resources	6,352,358	43,452	6,308,906
Expenditures	5,299,861	96,216	5,203,645
Unappropriated Balance	1,052,497	N/A	N/A
<b>Municipal Court Special Revenue</b>			
Resources	281,900	36,279	245,621
Expenditures	260,100	36,589	223,511
Unappropriated Balance	21,800	N/A	N/A
<b>Miscellaneous Special Revenue</b>			
Resources	496,145	3,957	492,188
Expenditures	496,145	9,016	487,129
Unappropriated Balance	-	N/A	N/A
<b>Conference Center</b>			
Resources	221,750	32,154	189,596
Expenditures	215,628	18,286	197,342
Unappropriated Balance	6,122	N/A	N/A
<b>Christmas Express Special Revenue</b>			
Resources	39,000	12	38,988
Expenditures	35,000	-	35,000
Unappropriated Balance	4,000	N/A	N/A
<b>Law Enforcement Special Revenue</b>			
Resources	83,475	3,241	80,234
Expenditures	20,000	-	20,000
Unappropriated Balance	63,475	N/A	N/A
<b>Library Special Revenue</b>			
Resources	62,995	2,982	60,013
Expenditures	50,260	103	50,157
Unappropriated Balance	12,735	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.

# 2017-2018 Monthly Financial Report

## Utility and Street Funds Report

For the Month Ending August 31, 2017

### Utility and Street Funds Report

#### Resources & Expenditures

	2017-18			Variance	
	Annual Budget	Projected YTD	Actual YTD	Fav/(Unfav)	% Variance
<b>Street Fund</b>					
Resources	1,831,230	166,667	177,696	11,029	7%
Expenditures	1,594,359	224,546	141,260	83,285	37%
Contingency/Unapp Balance	236,871	N/A	N/A	N/A	N/A

<b>Utility Fund</b>					
Resources	6,795,865	988,144	1,154,672	166,527	17%
Expenditures	6,048,825	648,779	616,190	32,589	5%
Contingency/Unapp Balance	747,040	N/A	N/A	N/A	N/A

<b>HES Fund</b>					
Resources	11,949,950	1,419,533	1,472,038	52,504	4%
Expenditures	9,963,380	1,398,810	984,456	414,354	30%
Contingency/Unapp Balance	1,986,570	N/A	N/A	N/A	N/A

<b>Regional Water Fund</b>					
Resources	1,497,265	127,044	124,909	(2,136)	(2%)
Expenditures	739,160	123,193	155,003	(31,810)	(26%)
Contingency/Unapp Balance	758,105	N/A	N/A	N/A	N/A

Revenues in the Street fund were \$11,000 more than projected, a 7% variance. Expenditures were \$83,000 less than expected, mainly due to moving Street Reserve budget to the Street Fund this year.

Revenues in the Utility Fund came in at \$166,000 over projections, due mainly to higher water bills because of the hot, dry summer. Expenditures were \$414,000 lower than projected.

The HES fund revenues came within 4% of projections. Expenditures came in lower than projected by about \$414,000.

The Regional Water fund revenues came in \$2,000 lower than projected. Expenditures were \$31,000 higher than projected, due mainly to electricity bills and the repair costs of Pump 3.



# 2017-18 Monthly Financial Report

City of Hermiston, Oregon

Capital Projects Report

For the Month Ending August 31, 2017

## Capital Projects

	2017-2018 Budget	YTD Expenditures	LTD Budget	LTD Expenditures	% Complete
Airport GIS (AGIS) Mapping Project	\$ 300,000	\$ 29,757	\$ 300,000	\$ 111,848	75%
Harkenrider Center	2,084,300	411,881	2,084,300	920,893	44%
11th & Elm	773,710	-	813,710	51,500	6%
West Highland Trail	177,000	16,231	177,000	37,300	21%
<b>Total</b>	<b>\$ 3,335,010</b>	<b>\$ 457,869</b>	<b>\$ 3,375,010</b>	<b>\$ 1,121,541</b>	

### Airport Improvements

The AGIS mapping project will provide highly accurate mapping of all facilities at the Airport, which will be loaded into the FAA's system. This work was added as part of the City's existing grant to relocate the parallel taxiway and is a requirement of airports when their Master Plans are updated. The City is scheduled to update the Master Plan in 2017 for an estimated \$300,000. If this work had not been added to the City's existing grant, the Master Plan Update would have been delayed by a year in order to build up another year's worth of \$150,000 NPE funding. The total project cost for the AGIS project alone is \$154,600.

**August Update:** *Precision Approach Engineering (PAE) continues to work with Anderson Perry to wrap up the AGIS portion of the Taxi Realignment Project. As that work begins to come to a close, PAE has begun the process to start final grant closeout documentation for the overall Taxiway Project.*

### Harkenrider Center

In January 2015, the City was awarded a \$2 million Oregon Community Development Block Grant through the Oregon Infrastructure Finance Authority for construction of a new Senior Center. The grant has a required cash match of \$73,242 and must complete the project by spring of 2018. In June 2016, City Council added \$750,000 to the project for a 3,800 sf basement and elevator. The estimated completion is spring of 2018.

**August Update:** *The City has expended about \$921,000 on the project life-to-date. Expenditures in August were \$411,881. Wall framing has continued through August and roof trusses are scheduled to arrive in September.*

### Traffic Control – 11<sup>th</sup> & Elm

This project is a \$1.6M ODOT-led project to install a full traffic signal at the intersection of Elm Avenue and NW 11<sup>th</sup> as well as a left-turn lane for southbound traffic into Good Shepherd Medical Center's entrance on NW 11<sup>th</sup>. It will also complete a bike/pedestrian crossing with flashing beacon at GSMC's NW 11<sup>th</sup> entrance where the Oxbow Trail currently terminates. ODOT is leading the design and construction. Construction is expected to begin in spring 2017.

**August Update:** *No changes are planned for the design of the project. ODOT will re-bid the project this fall in the hopes of achieving a better bidding environment. There were no expenditures for the month of August.*

### West Highland Trail

This project is to create a bike lane and/or separated trail on the south side of West Highland Avenue between SW 11th Street and Riverfront Park. A bike lane will be striped where there are existing sidewalks on the south side of West Highland and a separated path will be built where there are no existing curbs or sidewalks. The project is funded by a grant from ODOT.

**August Update:** *Expenditures for August were \$16,000 for the Trail design. The Trail design is at 30% completion. ODOT is negotiating for easement acquisition on behalf of the city with the affected property owners. Negotiations with the property owners will affect the ultimate design.*



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# Monthly Financial Report

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*Where Life is Sweet*

*Includes the Hermiston Urban Renewal Agency*

**Finance Department  
July 2017  
(Unaudited)**

# 2017-2018 Monthly Financial Report

## Hermiston Urban Renewal Agency (HURA)

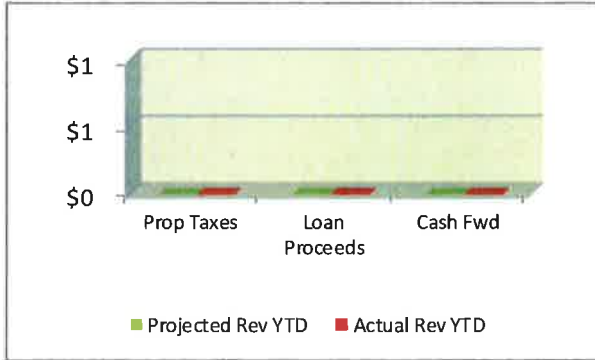
### For the Month Ending July 31, 2017

#### Resources

Through July 31, 2017

by Category

(in \$1,000)



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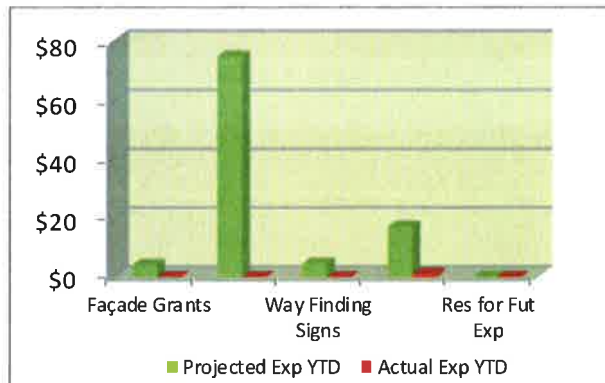
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#### Expenditures

Through July 31, 2017

by Character

(in \$1,000)



	Annual Proj Exp	Projected Exp YTD	Actual Exp YTD	Var Fav/ (Unfav)	% Var
Façade Grants	\$ 50	\$ 4	\$ -	\$ 4	100%
Festival St	900	75	-	75	100%
Way Finding Signs	55	5	-	5	100%
NonDept	206	17	1	16	92%
Res for Fut Exp	438	-	-	-	0%
<b>Total</b>	<b>\$ 1,649</b>	<b>\$ 101</b>	<b>\$ 1</b>	<b>\$ 100</b>	<b>99%</b>

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The 2017-2018 budget for the Urban Renewal Agency is \$ 1,649,350. This includes \$50,00 for Façade grants, \$900,000 for the Festival Street project, \$3,000 in administrative costs, \$203,829 for Loan Repayment to the City, and \$437,521 which is reserved for future expenditure. There was no activity in the HURA fund for July, except for a Loan repayment of \$930.00 made to the City.



# 2017-2018 Monthly Financial Report

City of Hermiston, Oregon

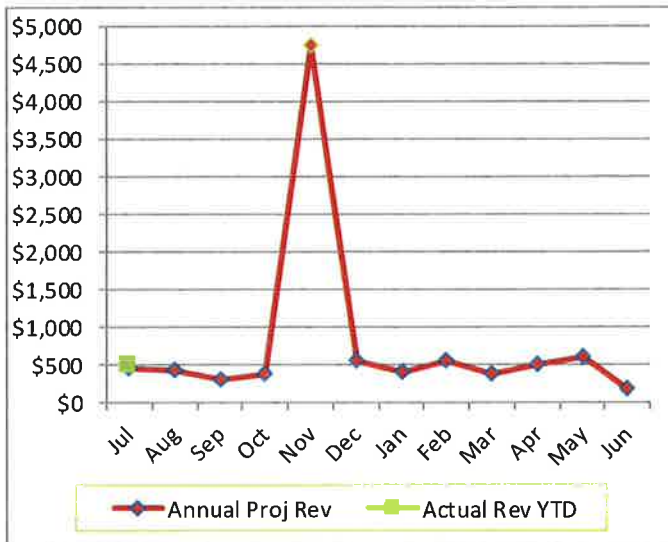
General Fund Resources

For the Month Ending July 31, 2017

Through July 31, 2017

## All Resources

(in \$1,000)



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May	607				
Jun	185				
<b>Total</b>	<b>9,512</b>	<b>444</b>	<b>492</b>	<b>48</b>	<b>11%</b>
Cash Fwd	3,004	-	-	-	0%
<b>Total</b>	<b>\$ 12,516</b>	<b>\$ 444</b>	<b>\$ 492</b>	<b>48</b>	<b>11%</b>

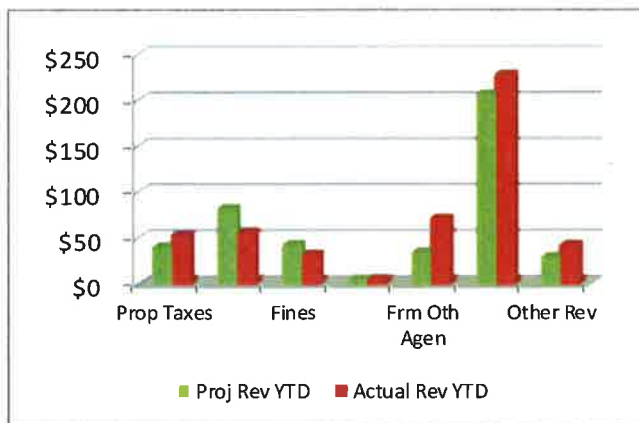
Estimated General Fund revenues for the 17-18 fiscal year are \$9.5 million. Projected revenues for July were \$444,000 and actual revenues were \$492,000, a positive 11% variance.

## General Fund Revenue

by Category

Through July 31, 2017

(in \$1,000)



	Annual Proj Rev	Proj Rev YTD	Actual Rev YTD	Var Fav/ (Unfav)	% Var
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# 2017-2018 Monthly Financial Report

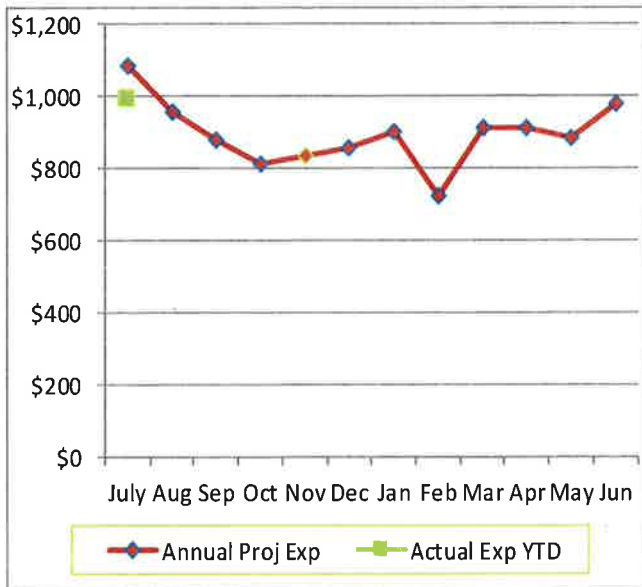
## City of Hermiston, Oregon General Fund Expenditures For the Month Ending July 31, 2017

### General Fund Expenditure Summary

Through July 31, 2017

All Requirements

(in \$1,000)



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July	\$ 1,084	\$ 1,084	\$ 988	\$ 96	9%
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<b>Total</b>	<b>10,732</b>	<b>1,084</b>	<b>988</b>	<b>96</b>	<b>9%</b>
Unapp	1,784	-	-	-	0%
<b>Total</b>	<b>\$ 12,516</b>	<b>\$ 1,084</b>	<b>\$ 988</b>	<b>\$ 96</b>	<b>9%</b>

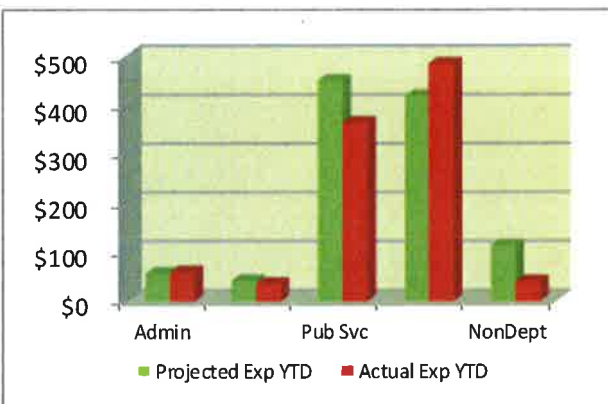
Projected General Fund department expenditures for July were \$1,084,000. Actual expenditures were \$96,000 lower than that at \$988,000. The Municipal Pool, Airport, and Non-Departmental had the highest savings at \$ \$27,000, \$16,000 and \$73,000 respectively.

### General Fund Expenditures

by Consolidated Department

Through July 31, 2017

(in \$1,000)



	Annual Proj Exp	Projected Exp YTD	Actual Exp YTD	Var Fav/ (Unfav)	% Var
Admin	\$ 681	57	60	(3)	(6%)
Law	524	42	36	6	14%
Pub Svc	3,459	452	366	86	19%
Pub Safe	4,868	420	486	(66)	(16%)
NonDept	2,984	114	40	74	65%
Unapp	-	-	-	-	0%
<b>Total</b>	<b>\$12,516</b>	<b>\$ 1,084</b>	<b>\$ 988</b>	<b>\$ 96</b>	<b>9%</b>

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

# 2017-2018 Monthly Financial Report

## General Fund Expenditure Detail

For the Month Ending July 31, 2017

### General Fund Expenditures by Department

	Annual Projected			Var Fav/ (Unfav)	% Var Fav/ (Unfav)
	Exp	Projected Exp YTD	Actual Exp YTD		
City Council	61,260	6,287	14,067	(7,780)	(124%)
City Manager/Planning	493,310	39,902	38,853	1,049	3%
Finance	127,210	10,354	6,759	3,595	35%
<b>Total Admin &amp; Finance</b>	<b>681,780</b>	<b>56,544</b>	<b>59,679</b>	<b>(3,135)</b>	<b>(6%)</b>
Legal	85,250	6,200	5,949	252	0%
Court	439,285	35,554	30,107	5,447	15%
<b>Total Dept of Law</b>	<b>524,535</b>	<b>41,754</b>	<b>36,055</b>	<b>5,698</b>	<b>14%</b>
Transportation	274,300	23,926	8,712	15,214	64%
Airport	252,120	48,602	32,493	16,110	33%
Bldg Inspection	381,910	31,558	31,003	555	2%
Parks	496,120	46,108	46,725	(617)	(1%)
Parks/Utility Landscaping	43,975	2,558	3,312	(754)	(29%)
Pool	417,140	143,292	115,897	27,395	19%
Municipal Buildings	124,240	6,628	669	5,959	90%
Library	789,530	66,872	59,080	7,792	12%
Recreation	679,995	82,470	67,885	14,585	18%
<b>Total Public Services</b>	<b>3,459,330</b>	<b>452,014</b>	<b>365,775</b>	<b>86,239</b>	<b>19%</b>
Public Safety Center	89,400	8,826	11,514	(2,688)	(30%)
Police Operations	4,777,705	411,460	474,977	(63,517)	(15%)
<b>Total Public Safety</b>	<b>4,867,105</b>	<b>420,286</b>	<b>486,491</b>	<b>(66,205)</b>	<b>(16%)</b>
Non-Departmental	1,199,645	113,516	39,984	73,533	65%
Unappropriated	1,783,720	0	0	0	0%
<b>Total Non-Dept</b>	<b>2,983,365</b>	<b>113,516</b>	<b>39,984</b>	<b>73,533</b>	<b>65%</b>
<b>Total</b>	<b>12,516,115</b>	<b>1,084,114</b>	<b>987,984</b>	<b>96,130</b>	<b>9%</b>

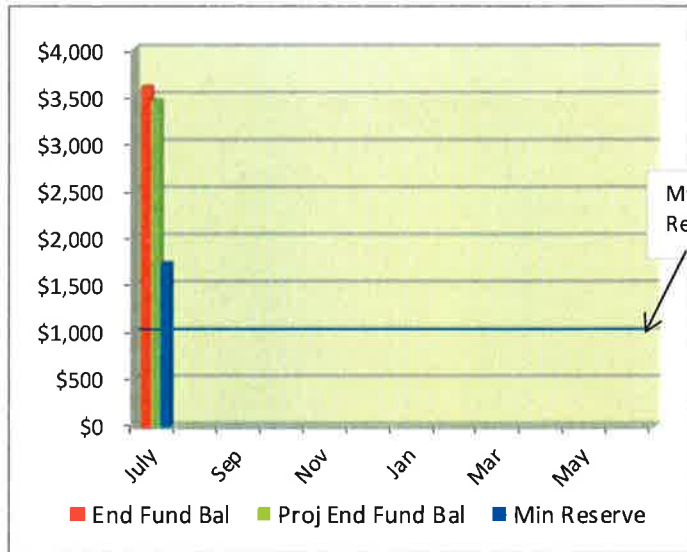
Within the Public Services category, the Pool had the greatest amount of savings dollar-wise at \$27,395. The Police Operations was over their projected budget amount due to the purchase of 2 new Police vehicles and the trade-in of 2 older vehicles for 2 newer used vehicles. The City Council was also over Projected budget amount due to the yearly membership dues to the League of Oregon Cities.

# 2017-2018 Monthly Financial Report

## Fund Balance - General Fund For the Month Ending July 31, 2017

**General Fund**  
Ending Fund Balance

**Through July 31, 2017**  
(in \$1,000)



Minimum Reserve = \$1,731,076

	Begin Fund Bal	Rev	Exp	End Fund Bal	Proj End Fund Bal
July	\$ 4,097	\$ 492	\$ (988)	\$ 3,601	\$ 3,457
Aug					
Sep					
Oct					
Nov					
Dec					
Jan					
Feb					
Mar					
Apr					
May					
June					
<b>Total</b>	<b>\$ 4,097</b>	<b>\$ 492</b>	<b>\$ (988)</b>	<b>\$ 3,601</b>	<b>\$ 3,457</b>

The beginning fund balance for the 2017-18 fiscal year is \$4.1 million, which is \$2.4 million above the minimum reserve of \$1.7 million. Expecting that the revenues and expenditures follow normal historical patterns the balance will decrease steadily until November when the property taxes come in at which point it will begin to increase.



# 2017-2018 Monthly Financial Report

## Special Revenue Funds Report For the Month Ending July 31, 2017

### Special Revenue Funds Resources & Requirements

	2017-18 Annual Budget	Actual YTD	Remaining Budget
<b>Bonded Debt Fund</b>			
Resources	2,206,540	91,437	2,115,103
Expenditures	2,021,540	376,930	1,644,610
Unappropriated Balance	185,000	N/A	N/A
<b>Transient Room Tax (TRT)</b>			
Resources	839,700	226,416	613,284
Expenditures	744,410	61,823	682,587
Unappropriated Balance	95,290	N/A	N/A
<b>Recreation Special Revenue</b>			
Resources	68,000	-	68,000
Expenditures	-	-	-
Unappropriated Balance	68,000	N/A	N/A
<b>Reserve Fund</b>			
Resources	6,352,358	22,653	6,329,705
Expenditures	5,299,861	22,270	5,277,591
Unappropriated Balance	1,052,497	N/A	N/A
<b>Municipal Court Special Revenue</b>			
Resources	281,900	15,239	266,662
Expenditures	260,100	14,951	245,149
Unappropriated Balance	21,800	N/A	N/A
<b>Miscellaneous Special Revenue</b>			
Resources	496,145	2,452	493,693
Expenditures	496,145	2,567	493,578
Unappropriated Balance	-	N/A	N/A
<b>Conference Center</b>			
Resources	221,750	19,069	202,681
Expenditures	215,628	3,739	211,889
Unappropriated Balance	6,122	N/A	N/A
<b>Christmas Express Special Revenue</b>			
Resources	39,000	12	38,988
Expenditures	35,000	-	35,000
Unappropriated Balance	4,000	N/A	N/A
<b>Law Enforcement Special Revenue</b>			
Resources	83,475	1,119	82,356
Expenditures	20,000	-	20,000
Unappropriated Balance	63,475	N/A	N/A
<b>Library Special Revenue</b>			
Resources	62,995	857	62,138
Expenditures	50,260	-	50,260
Unappropriated Balance	12,735	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.

# 2017-2018 Monthly Financial Report

## Utility and Street Funds Report For the Month Ending July 31, 2017

### Utility and Street Funds Report

#### Resources & Expenditures

	2017-18			Variance	
	Annual Budget	Projected YTD	Actual YTD	Fav/(Unfav)	% Variance
<b>Street Fund</b>					
Resources	1,831,230	83,333	91,716	8,383	10%
Expenditures	1,594,359	132,012	74,066	57,946	44%
Contingency/Unapp Balance	236,871	N/A	N/A	N/A	N/A
<b>Utility Fund</b>					
Resources	6,795,865	494,072	588,711	94,639	19%
Expenditures	6,048,825	324,390	274,287	50,103	15%
Contingency/Unapp Balance	747,040	N/A	N/A	N/A	N/A
<b>HES Fund</b>					
Resources	11,949,950	709,767	694,943	(14,824)	(2%)
Expenditures	9,963,380	699,405	215,496	483,909	69%
Contingency/Unapp Balance	1,986,570	N/A	N/A	N/A	N/A
<b>Regional Water Fund</b>					
Resources	1,497,265	63,522	51,182	(12,340)	(19%)
Expenditures	739,160	61,597	44,066	17,530	28%
Contingency/Unapp Balance	758,105	N/A	N/A	N/A	N/A

The Street fund revenue came in at \$8,000 over projected amount. Expenditures were approximately \$58,000 under projections.

Revenues in the Utility Fund came in at 94,000 over projections. Expenditures came in \$50,000 lower than projected.

The HES fund revenues came in at \$15,000 lower than projected. Expenditures also came in lower than projected by about \$484,000. This is more than likely due to not receiving payables for July expenditures until August.

The Regional Water fund revenues came in \$12,000 lower than projected and also the expenditures were lower than projected at \$17,000.

# 2017-18 Monthly Financial Report

City of Hermiston, Oregon

Capital Projects Report

For the Month Ending July 31, 2017

## Capital Projects

	2017-2018 Budget	YTD Expenditures	LTD Budget	LTD Expenditures	% Complete
Airport GIS (AGIS) Mapping Project	\$ 300,000	\$ -	\$ 300,000	\$ 82,091	75%
Harkenrider Center	2,084,300	-	2,084,300	509,012	24%
11th & Elm	773,710	-	813,710	51,500	6%
West Highland Trail	177,000	-	177,000	37,300	21%
<b>Total</b>	<b>\$ 3,335,010</b>	<b>\$ -</b>	<b>\$ 3,375,010</b>	<b>\$ 679,903</b>	

### Airport Improvements

The AGIS mapping project will provide highly accurate mapping of all facilities at the Airport, which will be loaded into the FAA's system. This work was added as part of the City's existing grant to relocate the parallel taxiway and is a requirement of airports when their Master Plans are updated. The City is scheduled to update the Master Plan in 2017 for an estimated \$300,000. If this work had not been added to the City's existing grant, the Master Plan Update would have been delayed by a year in order to build up another year's worth of \$150,000 NPE funding. The total project cost for the AGIS project alone is \$154,600.

**July Update:** *Precision Approach Engineering (PAE) continues to work with Anderson Perry to wrap up the AGIS portion of the Taxi Realignment Project. As that work begins to come to a close, PAE has begun the process to start final grant closeout documentation for the overall Taxiway Project.*

### Harkenrider Center

In January 2015, the City was awarded a \$2 million Oregon Community Development Block Grant through the Oregon Infrastructure Finance Authority for construction of a new Senior Center. The grant has a required cash match of \$73,242 and must complete the project by spring of 2018. In June 2016, City Council added \$750,000 to the project for a 3,800 sf basement and elevator.

**July Update:** *The City has expended about \$509,000 on the project life-to-date. No invoices were paid out in July, but should see July expenditure invoices coming in August to be paid. The front foundation is currently being formed for the floor system.*

### Traffic Control – 11<sup>th</sup> & Elm

This project is a \$1.6M ODOT-led project to install a full traffic signal at the intersection of Elm Avenue and NW 11<sup>th</sup> as well as a left-turn lane for southbound traffic into Good Shepherd Medical Center's entrance on NW 11<sup>th</sup>. It will also complete a bike/pedestrian crossing with flashing beacon at GSMC's NW 11<sup>th</sup> entrance where the Oxbow Trail currently terminates. ODOT is leading the design and construction. Construction is expected to begin in spring 2017.

**July Update:** *No changes are planned for the design of the project. ODOT will re-bid the project this fall in the hopes of achieving a better bidding environment. There were no expenditures for the month of July.*

### West Highland Trail

This project is to create a bike lane and/or separated trail on the south side of West Highland Avenue between SW 11th Street and Riverfront Park. A bike lane will be striped where there are existing sidewalks on the south side of West Highland and a separated path will be built where there are no existing curbs or sidewalks. A portion of the project will include creating a left turn pocket at Gotta Stop/SW 14th Place. The project is funded by a grant from ODOT.

**July Update:** *No expenditures were made in July. Engineering and survey descriptions were developed. Descriptions of necessary easements to obtain were prepared and submitted to ODOT.*

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# Monthly Financial Report

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*Where Life is Sweet*

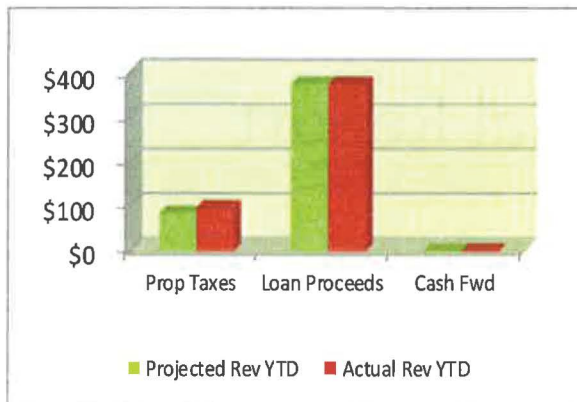


## Resources

Through November 30, 2017

by Category

(in \$1,000)



	Annual Proj Rev	Projected Rev YTD	Actual Rev YTD	Var Fav/ (Unfav)	% Var
Prop Taxes	\$ 132	\$ 85	\$ 97	\$ (12)	(14%)
Loan Proceeds	1,500	\$ 375	375	0	0%
Cash Fwd	17	\$ -	-	-	0%
<b>Total</b>	<b>\$ 1,649</b>	<b>\$ 460</b>	<b>\$ 472</b>	<b>\$ (12)</b>	<b>(3%)</b>

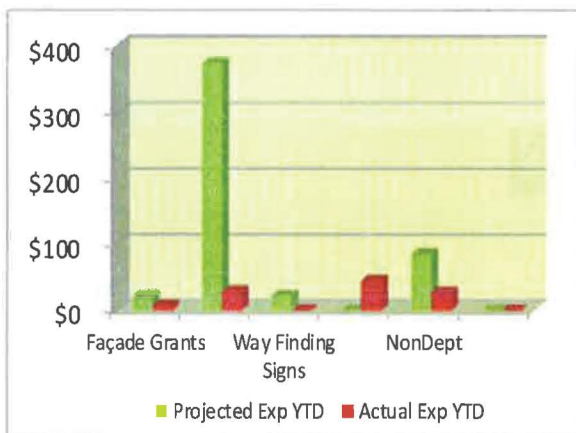
Note: variance is calculated as a percent of the projected revenue YTD.

## Expenditures

Through November 30, 2017

by Character

(in \$1,000)



	Annual Proj Exp	Projected Exp YTD	Actual Exp YTD	Var Fav/ (Unfav)	% Var
Façade Grants	\$ 50	\$ 21	\$ 7	\$ 14	65%
Festival St	900	375	29	346	92%
Way Finding Signs	55	23	-	23	100%
Parking Improv.	-	-	45	(45)	0%
NonDept	206	86	27	59	66%
Res for Fut Exp	438	-	-	-	0%
<b>Total</b>	<b>\$ 1,649</b>	<b>\$ 505</b>	<b>\$ 108</b>	<b>\$ 396</b>	<b>79%</b>

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

The 2017-2018 budget for the Urban Renewal Agency is \$ 1,649,350. This includes \$50,000 for Façade grants, \$900,000 for the Festival Street project, \$3,000 in administrative costs, \$203,829 for Loan Repayment to the City, and \$437,521 which is reserved for future expenditure.

As of the end of November, Festival Street spent \$14,000 on design and engineering costs. Construction documents and bid packets are being finalized by Anderson Perry and the request for bids is likely to be published in mid-December.

A Façade Grant was issued to Lucky Endz in the amount of \$7,312.

New this month is the addition of the Parking Improvement category. Mitco Investments was issued \$45,000 per the agreement made with the City for parking access adjacent to the Maxwell Event Center.

# 2017-2018 Monthly Financial Report

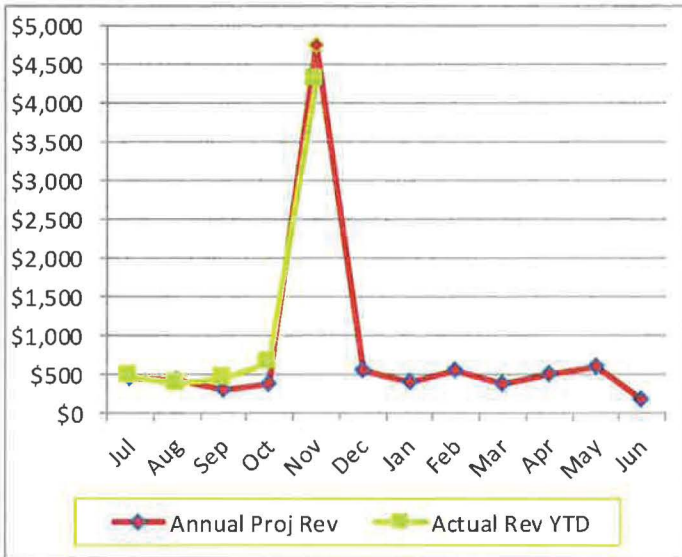
City of Hermiston, Oregon

General Fund Resources

For the Month Ending November 30, 2017

Through November 30, 2017

## All Resources



	Annual Proj Rev	Proj Rev YTD	Actual Rev YTD	Var Fav/ (Unfav)	% Var
Jul	\$ 444	\$ 444	\$ 492	\$ 48	11%
Aug	\$ 421	\$ 421	\$ 393	\$ (29)	(7%)
Sep	314	\$ 314	\$ 457	\$ 144	46%
Oct	388	\$ 388	\$ 667	\$ 279	72%
Nov	4,759	\$ 4,759	\$ 4,303	\$ (456)	(10%)
Dec	563				
Jan	394				
Feb	560				
Mar	377				
Apr	501				
May	607				
Jun	185				
<b>Total</b>	<b>9,512</b>	<b>6,326</b>	<b>6,312</b>	<b>(14)</b>	<b>(0%)</b>
Cash Fwd	3,004	-	-	-	0%
<b>Total</b>	<b>\$ 12,516</b>	<b>\$ 6,326</b>	<b>\$ 6,312</b>	<b>(14)</b>	<b>(0%)</b>

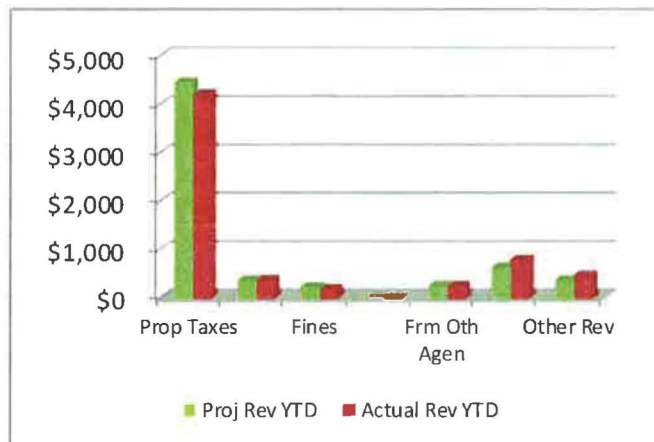
Estimated General Fund revenues for the 2017-18 fiscal year are \$9.5 million. Projected revenues through November are \$6,326,000 compared to actual revenues of \$6,312,000, a negative variance of \$14,000. Property taxes, which are under projections by \$241K, will see a majority of funds coming in December. This is offset by a positive variance from Licenses \$13K, Service Charges \$158K, and Other Revenues at \$92K, all higher than expected.

## General Fund Revenue

by Category

Through November 30, 2017

(in \$1,000)



	Annual Proj Rev	Proj Rev YTD	Actual Rev YTD	Var Fav/ (Unfav)	% Var
Prop Taxes	\$ 5,168	\$ 4,453	\$ 4,212	\$ (241)	(5%)
Lic	836	\$ 365	378	13	4%
Fines	549	\$ 227	193	(34)	(15%)
Interest Rev	35	\$ 14	10	(4)	(31%)
Frm Oth Agen	573	\$ 255	258	3	1%
Svc Chgs	1,478	\$ 637	795	158	25%
Other Rev	874	\$ 374	466	92	25%
Cash Fwd	3,004	-	-	-	0%
<b>Total</b>	<b>\$12,516</b>	<b>\$ 6,326</b>	<b>\$ 6,312</b>	<b>\$ (14)</b>	<b>(0%)</b>

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



# 2017-2018 Monthly Financial Report

City of Hermiston, Oregon  
General Fund Expenditures

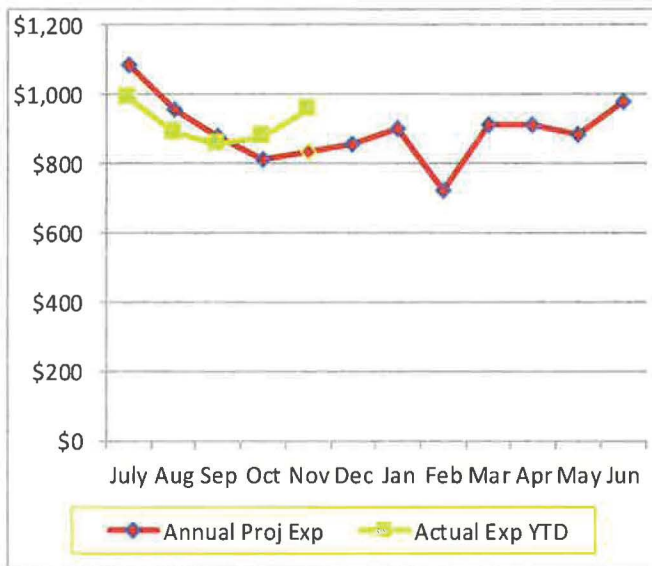
For the Month Ending November 30, 2017

## General Fund Expenditure Summary

Through November 30, 2017

All Requirements

(in \$1,000)



	Annual Proj Exp	Projected Exp YTD	Actual Exp YTD	Var Fav/ (Unfav)	% Var
July	\$ 1,084	\$ 1,084	\$ 988	\$ 96	9%
Aug	\$ 955	\$ 955	\$ 890	\$ 65	7%
Sep	\$ 879	\$ 879	\$ 855	\$ 24	3%
Oct	\$ 810	\$ 810	\$ 877	\$ (68)	(8%)
Nov	\$ 833	\$ 833	\$ 955	\$ (122)	(15%)
Dec	\$ 858	-	-	-	-
Jan	\$ 900	-	-	-	-
Feb	\$ 726	-	-	-	-
Mar	\$ 912	-	-	-	-
Apr	\$ 911	-	-	-	-
May	\$ 885	-	-	-	-
Jun	\$ 981	-	-	-	-
<b>Total</b>	<b>10,732</b>	<b>4,560</b>	<b>4,565</b>	<b>(5)</b>	<b>(0%)</b>
Unapp	1,784	-	-	-	0%
<b>Total</b>	<b>\$ 12,516</b>	<b>\$ 4,560</b>	<b>\$ 4,565</b>	<b>\$ (5)</b>	<b>(0%)</b>

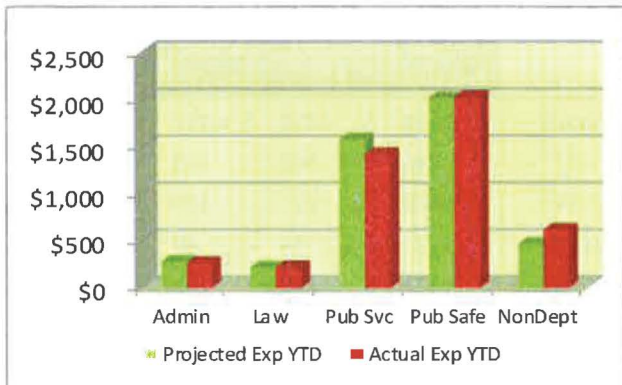
Projected General Fund expenditures for November are \$4,560,000. Actual expenditures are \$5,000 higher than projected at \$4,565,000. Public Services has the highest savings at \$157,000. Non-Departmental is negative due to a Pool Bond payment of \$154,000.

## General Fund Expenditures

Through November 30, 2017

by Consolidated Department

(in \$1,000)



	Annual Proj Exp	Projected Exp YTD	Actual Exp YTD	Var Fav/ (Unfav)	% Var
Admin	\$ 681	277	267	10	4%
Law	524	215	222	(7)	(3%)
Pub Svc	3,459	1,583	1,426	157	10%
Pub Safe	4,868	2,020	2,031	(11)	(1%)
NonDept	2,984	465	618	(153)	(33%)
Unapp	-	-	-	-	0%
<b>Total</b>	<b>\$12,516</b>	<b>\$ 4,560</b>	<b>\$ 4,565</b>	<b>\$ (5)</b>	<b>(0%)</b>

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

# 2017-2018 Monthly Financial Report

## General Fund Expenditure Detail

For the Month Ending November 30, 2017

### General Fund Expenditures

#### by Department

	Annual Projected Exp	Projected Exp YTD	Actual Exp YTD	Var Fav/ (Unfav)	% Var Fav/ (Unfav)
City Council	61,260	29,384	29,379	5	0%
City Manager/Planning	493,310	198,579	194,822	3,756	2%
Finance	127,210	49,534	43,188	6,346	13%
<b>Total Admin &amp; Finance</b>	<b>681,780</b>	<b>277,497</b>	<b>267,389</b>	<b>10,108</b>	<b>4%</b>
Legal	85,250	33,859	42,292	(8,433)	(25%)
Court	439,285	181,153	179,646	1,507	1%
<b>Total Dept of Law</b>	<b>524,535</b>	<b>215,012</b>	<b>221,938</b>	<b>(6,926)</b>	<b>(3%)</b>
Transportation	274,300	115,260	60,266	54,995	48%
Airport	252,120	126,518	112,399	14,120	11%
Bldg Inspection	381,910	155,407	155,367	41	0%
Parks	496,120	217,236	239,560	(22,323)	(10%)
Parks/Utility Landscaping	43,975	11,007	15,761	(4,755)	(43%)
Pool	417,140	270,530	235,611	34,920	13%
Municipal Buildings	124,240	64,467	26,642	37,825	59%
Library	789,530	323,808	300,078	23,730	7%
Recreation	679,995	298,822	280,751	18,071	6%
<b>Total Public Services</b>	<b>3,459,330</b>	<b>1,583,057</b>	<b>1,426,433</b>	<b>156,623</b>	<b>10%</b>
Public Safety Center	89,400	40,164	30,588	9,576	24%
Police Operations	4,777,705	1,979,912	2,000,606	(20,694)	(1%)
<b>Total Public Safety</b>	<b>4,867,105</b>	<b>2,020,076</b>	<b>2,031,194</b>	<b>(11,118)</b>	<b>(1%)</b>
Non-Departmental	1,199,645	464,608	617,956	(153,349)	(33%)
Unappropriated	1,783,720	0	0	0	0%
<b>Total Non-Dept</b>	<b>2,983,365</b>	<b>464,608</b>	<b>617,956</b>	<b>(153,349)</b>	<b>(33%)</b>
<b>Total</b>	<b>12,516,115</b>	<b>4,560,249</b>	<b>4,564,911</b>	<b>(4,662)</b>	<b>(0%)</b>

Within the Public Services category, Transportation holds the greatest amount of savings dollar-wise at \$55,000, followed by Municipal Buildings at \$38,000 and the Pool at \$35,000. Police Operations is \$20,000 over projected expenditures due to earlier purchases of new vehicles back in July and August.



# 2017-2018 Monthly Financial Report

## Fund Balance - General Fund

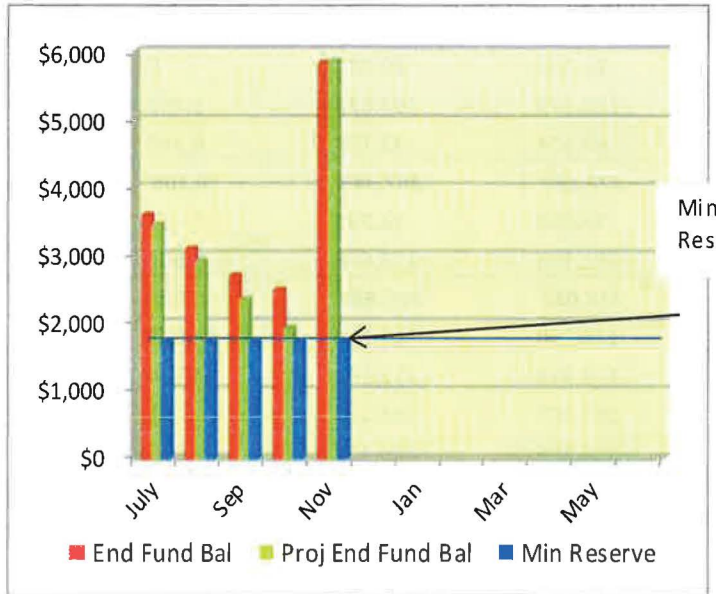
For the Month Ending November 30, 2017

### General Fund

Through November 30, 2017

Ending Fund Balance

(in \$1,000)



Minimum Reserve = \$1,731,076

	Begin Fund Bal	Rev	Exp	End Fund Bal	Proj End Fund Bal
July	\$ 4,097	\$ 492	\$ (988)	\$ 3,601	\$ 3,457
Aug	\$ 3,601	\$ 393	\$ (890)	\$ 3,104	\$ 2,923
Sep	\$ 3,104	\$ 457	\$ (855)	\$ 2,706	\$ 2,358
Oct	\$ 2,706	\$ 667	\$ (877)	\$ 2,496	\$ 1,936
Nov	\$ 2,496	\$4,303	\$ (955)	\$ 5,844	\$ 5,863
Dec					
Jan					
Feb					
Mar					
Apr					
May					
June					
<b>Total</b>	<b>\$ 4,097</b>	<b>\$6,312</b>	<b>\$ (4,565)</b>	<b>\$ 5,844</b>	<b>\$ 5,863</b>

As of the end of November the General fund balance is \$5,844,000, compared to a projected fund balance of \$5,863,000 for a variance of only \$19,000. Since the beginning of the fiscal year the fund balance has increased by \$2.4 million.

# 2017-2018 Monthly Financial Report

## Special Revenue Funds Report

For the Month Ending November 30, 2017

### Special Revenue Funds Resources & Requirements

	2017-18 Annual Budget	Actual YTD	Remaining Budget
<b>Bonded Debt Fund</b>			
Resources	2,206,540	1,324,167	882,373
Expenditures	2,021,540	1,364,866	656,674
Unappropriated Balance	185,000	N/A	N/A
<b>Transient Room Tax (TRT)</b>			
Resources	839,700	529,939	309,761
Expenditures	744,410	532,249	212,161
Unappropriated Balance	95,290	N/A	N/A
<b>Recreation Special Revenue</b>			
Resources	68,000	-	68,000
Expenditures	-	-	-
Unappropriated Balance	68,000	N/A	N/A
<b>Reserve Fund</b>			
Resources	6,352,358	562,473	5,789,885
Expenditures	5,299,861	1,139,183	4,160,678
Unappropriated Balance	1,052,497	N/A	N/A
<b>Municipal Court Special Revenue</b>			
Resources	281,900	73,015	208,886
Expenditures	260,100	88,542	171,558
Unappropriated Balance	21,800	N/A	N/A
<b>Miscellaneous Special Revenue</b>			
Resources	496,145	18,217	477,928
Expenditures	496,145	132,335	363,810
Unappropriated Balance	-	N/A	N/A
<b>Conference Center</b>			
Resources	221,750	75,055	146,695
Expenditures	215,628	75,785	139,843
Unappropriated Balance	6,122	N/A	N/A
<b>Christmas Express Special Revenue</b>			
Resources	39,000	3,512	35,488
Expenditures	35,000	6,221	28,779
Unappropriated Balance	4,000	N/A	N/A
<b>Law Enforcement Special Revenue</b>			
Resources	83,475	12,122	71,353
Expenditures	20,000	818	19,182
Unappropriated Balance	63,475	N/A	N/A
<b>Library Special Revenue</b>			
Resources	62,995	7,661	55,334
Expenditures	50,260	598	49,662
Unappropriated Balance	12,735	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.



# 2017-2018 Monthly Financial Report

## Utility and Street Funds Report

For the Month Ending November 30, 2017

### Utility and Street Funds Report

#### Resources & Expenditures

	2017-18			Variance	
	Annual Budget	Projected YTD	Actual YTD	Fav/(Unfav)	% Variance
<b>Street Fund</b>					
Resources	1,831,230	371,667	385,073	13,406	4%
Expenditures	1,594,359	562,428	402,756	159,673	28%
Contingency/Unapp Balance	236,871	N/A	N/A	N/A	N/A
<b>Utility Fund</b>					
Resources	6,795,865	2,478,694	2,791,025	312,332	13%
Expenditures	6,048,825	2,770,873	2,591,563	179,310	6%
Contingency/Unapp Balance	747,040	N/A	N/A	N/A	N/A
<b>HES Fund</b>					
Resources	11,949,950	3,549,250	3,734,759	185,509	5%
Expenditures	9,963,380	4,151,408	4,120,679	30,730	1%
Contingency/Unapp Balance	1,986,570	N/A	N/A	N/A	N/A
<b>Regional Water Fund</b>					
Resources	1,497,265	318,444	407,645	89,201	28%
Expenditures	739,160	307,983	546,266	(238,283)	(77%)
Contingency/Unapp Balance	758,105	N/A	N/A	N/A	N/A

Revenues in the Street fund are \$13,400 above projections through November, a 4% favorable variance. Expenditures are \$160,000 less than expected, mainly due to moving Street Reserve budget to the Street fund this year. We should see an increase in expenditures due to weather as winter arrives.

Revenues in the Utility fund came in at \$312,000 over projections, due mainly to a 5% increase in water usage resulting in higher utility bills. Expenditures for the Utility fund are \$179,000 under projections for a net favorable difference of \$179,000.

HES fund revenues came within 5% of projections, with a favorable variance of \$186,000. Expenditures came in lower than projected by about \$31,000.

The Regional Water revenues are nearly \$89,000 higher than expected. Expenditures are \$238,000 higher than projected, due to the VAdata Amazon project that began in October.

# 2017-18 Monthly Financial Report

City of Hermiston, Oregon

Capital Projects Report

For the Month Ending November 30, 2017

## Capital Projects

	2017-2018 Budget	YTD Expenditures	LTD Budget	LTD Expenditures	% Complete
Airport GIS (AGIS) Mapping Project	\$ 300,000	\$ 41,245	\$ 300,000	\$ 123,336	80%
Harkenrider Center	2,084,300	1,246,164	2,084,300	1,782,647	86%
11th & Elm	773,710	773,710	813,710	825,210	6%
West Highland Trail	177,000	41,466	177,000	80,266	45%
<b>Total</b>	<b>\$ 3,335,010</b>	<b>\$ 2,102,585</b>	<b>\$ 3,375,010</b>	<b>\$ 2,811,458</b>	

### Airport Improvements

The AGIS mapping project will provide highly accurate mapping of all facilities at the Airport, which will be loaded into the FAA's system. This work was added as part of the City's existing grant to relocate the parallel taxiway and is a requirement of airports when their Master Plans are updated. The City is scheduled to update the Master Plan in 2017 for an estimated \$300,000. If this work had not been added to the City's existing grant, the Master Plan Update would have been delayed by a year in order to build up another year's worth of \$150,000 NPE funding. The total project cost for the AGIS project alone is \$154,600.

**November Update:** *Precision Approach Engineering (PAE) is now in the process of developing grant closeout documents for the Taxiway and AGIS portion of this grant.*

### Harkenrider Center

In January 2015, the City was awarded a \$2 million Oregon Community Development Block Grant through the Oregon Infrastructure Finance Authority for construction of a new Senior Center. The grant has a required cash match of \$73,242 and must complete the project by spring of 2018. In June 2016, City Council added \$750,000 to the project for a 3,800 sf basement and elevator. The estimated completion is spring of 2018.

**November Update:** *The City has expended \$1,782,647 on the project life-to-date. Expenditures in November are \$237,122. Recently completed is the roof and siding. Current work includes front drop-off, doors, windows, electrical, plumbing, and HVAC. Once the building is complete, improvements to the parking lot will begin.*

### Traffic Control – 11<sup>th</sup> & Elm

This project is a \$1.6M ODOT-led project to install a full traffic signal at the intersection of Elm Avenue and NW 11<sup>th</sup> as well as a left-turn lane for southbound traffic into Good Shepherd Medical Center's entrance on NW 11<sup>th</sup>. It will also complete a bike/pedestrian crossing with flashing beacon at GSMC's NW 11<sup>th</sup> entrance where the Oxbow Trail currently terminates. ODOT is leading the design and construction.

**November Update:** *ODOT has completed breaking down the costs for the bid they received to complete both the 11<sup>th</sup> & Elm and 11<sup>th</sup> & Orchard Signals. The City is only liable for assisting on the 11<sup>th</sup> & Elm signal. ODOT has broken down the cost to show that the 11<sup>th</sup> & Elm portion of the bid will be \$1,493,077, which is below the engineer's estimate of \$1,626,000. However, the City is liable for all cost over-runs, therefore this is a good bid, but the savings may get eroded as change orders are sure to occur throughout the project.*

### West Highland Trail

This project is to create a bike lane and/or separated trail on the south side of West Highland Avenue between SW 11th Street and Riverfront Park. A bike lane will be striped where there are existing sidewalks on the south side of West Highland and a separated path will be built where there are no existing curbs or sidewalks. The project is funded by a grant from ODOT.



**November Update:** *\$4,000 was spent on engineering and design in November. Construction documents and bid packet are complete and ready for review. ODOT has submitted formal offers for all easements to the property owners. The property owners have 40 days to reply.*

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# Monthly Financial Report

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*Where Life is Sweet*

# 2017-2018 Monthly Financial Report

## Hermiston Urban Renewal Agency (HURA)

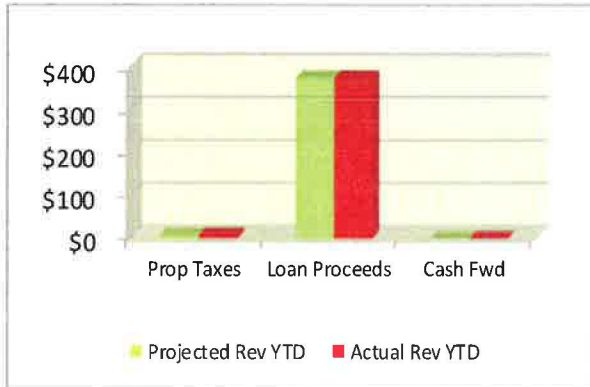
### For the Month Ending October 31, 2017

## Resources

Through October 31, 2017

by Category

(in \$1,000)



	Annual Proj Rev	Projected Rev YTD	Actual Rev YTD	Var Fav/ (Unfav)	% Var
Prop Taxes	\$ 132	\$ 7	\$ 7	\$ 0	0%
Loan Proceeds	1,500	\$ 375	375	0	0%
Cash Fwd	17	\$ -	-	-	0%
<b>Total</b>	<b>\$ 1,649</b>	<b>\$ 382</b>	<b>\$ 382</b>	<b>\$ 0</b>	<b>0%</b>

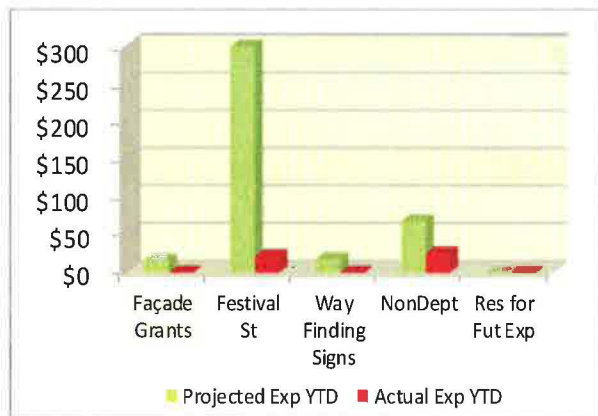
Note: variance is calculated as a percent of the projected revenue YTD.

## Expenditures

Through October 31, 2017

by Character

(in \$1,000)



	Annual Proj Exp	Projected Exp YTD	Actual Exp YTD	Var Fav/ (Unfav)	% Var
Façade Grants	\$ 50	\$ 17	\$ -	\$ 17	100%
Festival St	900	300	22	278	93%
Way Finding Signs	55	18	-	18	100%
NonDept	206	69	26	43	60%
Res for Fut Exp	438	-	-	-	0%
<b>Total</b>	<b>\$ 1,649</b>	<b>\$ 404</b>	<b>\$ 48</b>	<b>\$ 356</b>	<b>88%</b>

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

The 2017-2018 budget for the Urban Renewal Agency is \$ 1,649,350. This includes \$50,000 for Façade grants, \$900,000 for the Festival Street project, \$3,000 in administrative costs, \$203,829 for Loan Repayment to the City, and \$437,521 which is reserved for future expenditure. As of the end of October expenditures include Festival Street final drawings and bid package, and the continuation of the Main Street sidewalk improvement project repair costs.

# 2017-2018 Monthly Financial Report

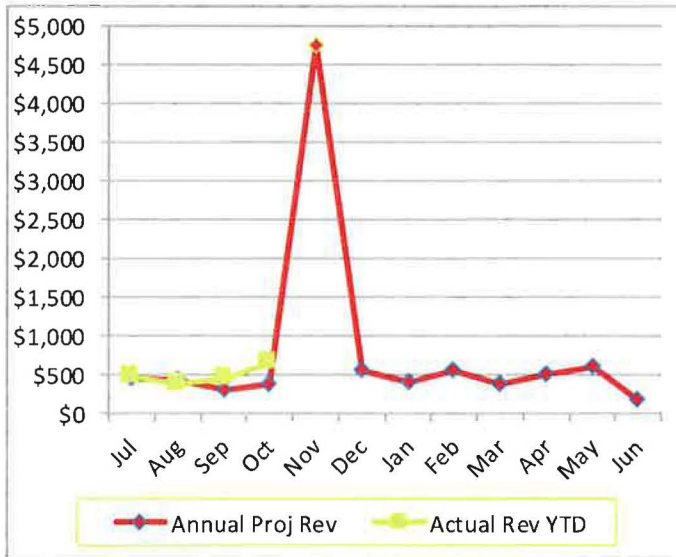
City of Hermiston, Oregon

General Fund Resources

For the Month Ending October 31, 2017

Through October 31, 2017

## All Resources



	Annual Proj Rev	Proj Rev YTD	Actual Rev YTD	Var Fav/ (Unfav)	% Var
Jul	\$ 444	\$ 444	\$ 492	\$ 48	11%
Aug	\$ 421	\$ 421	\$ 393	\$ (29)	(7%)
Sep	314	\$ 314	\$ 457	\$ 144	46%
Oct	388	\$ 388	\$ 667	\$ 279	72%
Nov	4,759				
Dec	563				
Jan	394				
Feb	560				
Mar	377				
Apr	501				
May	607				
Jun	185				
<b>Total</b>	<b>9,512</b>	<b>1,567</b>	<b>2,009</b>	<b>442</b>	<b>28%</b>
Cash Fwd	3,004	-	-	-	0%
<b>Total</b>	<b>\$ 12,516</b>	<b>\$ 1,567</b>	<b>\$ 2,009</b>	<b>442</b>	<b>28%</b>

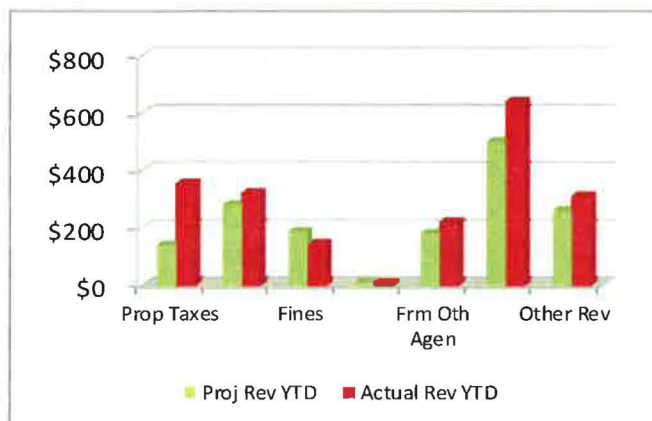
Estimated General Fund revenues for the 17-18 fiscal year are \$9.5 million. Projected revenues through October were \$1,567,000 with actual revenues at \$2,009,000, a positive variance of \$442,000. Fines and Interest Earnings are collectively under projections by \$46,000 offset by a positive variance of \$488,000 collectively in Licenses, Service Charges, and Other Revenues. Property Taxes brought in \$267K in revenue which is much higher than anticipated for October. The Majority of the property taxes will come in November and December.

## General Fund Revenue

by Category

Through October 31, 2017

(in \$1,000)



	Annual Proj Rev	Proj Rev YTD	Actual Rev YTD	Var Fav/ (Unfav)	% Var
Prop Taxes	\$ 5,168	\$ 141	\$ 355	\$ 214	152%
Lic	836	\$ 281	323	43	15%
Fines	549	\$ 188	146	(41)	(22%)
Interest Rev	35	\$ 14	9	(5)	(34%)
Frm Oth Agen	573	\$ 182	222	40	22%
Svc Chgs	1,478	\$ 501	641	140	28%
Other Rev	874	\$ 261	312	51	20%
Cash Fwd	3,004	-	-	-	0%
<b>Total</b>	<b>\$12,516</b>	<b>\$ 1,567</b>	<b>\$ 2,009</b>	<b>\$ 442</b>	<b>28%</b>

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



# 2017-2018 Monthly Financial Report

City of Hermiston, Oregon

General Fund Expenditures

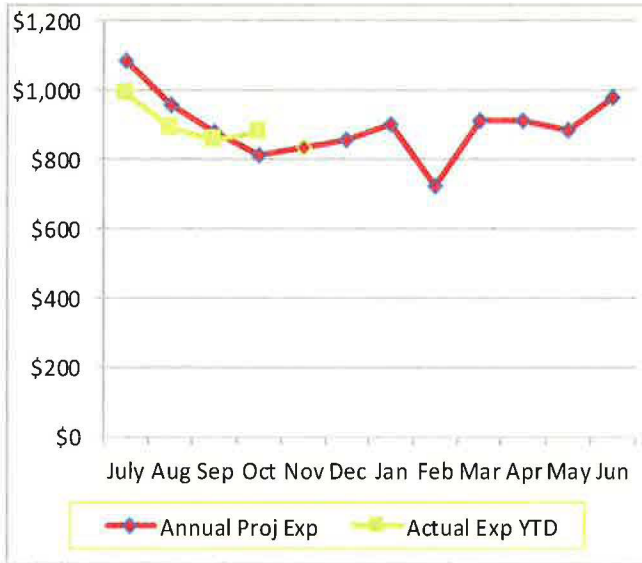
For the Month Ending October 31, 2017

## General Fund Expenditure Summary

Through October 31, 2017

All Requirements

(in \$1,000)



	Annual Proj Exp	Projected Exp YTD	Actual Exp YTD	Var Fav/ (Unfav)	% Var
July	\$ 1,084	\$ 1,084	\$ 988	\$ 96	9%
Aug	\$ 955	\$ 955	\$ 890	\$ 65	7%
Sep	\$ 879	\$ 879	\$ 855	\$ 24	3%
Oct	\$ 810	\$ 810	\$ 877	\$ (68)	(8%)
Nov	\$ 833				
Dec	\$ 858				
Jan	\$ 900				
Feb	\$ 726				
Mar	\$ 912				
Apr	\$ 911				
May	\$ 885				
Jun	\$ 981				
<b>Total</b>	<b>10,732</b>	<b>3,727</b>	<b>3,610</b>	<b>117</b>	<b>3%</b>
Unapp	1,784	-	-	-	0%
<b>Total</b>	<b>\$ 12,516</b>	<b>\$ 3,727</b>	<b>\$ 3,610</b>	<b>\$ 117</b>	<b>3%</b>

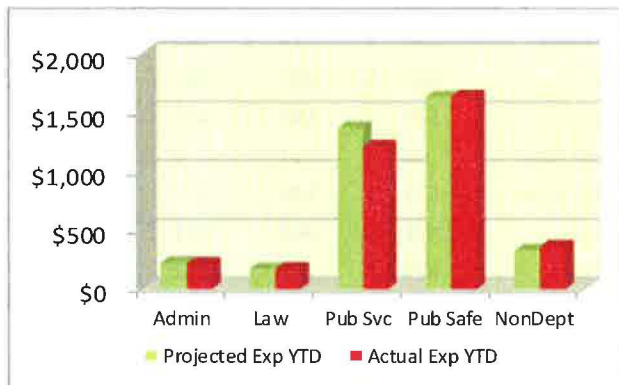
Projected General Fund expenditures for October were \$3.7 million and actual expenditures were 117,000 lower than projected at \$3.6 million. Public Services had the highest savings at \$156,000. Non-Departmental is negative due to engineering costs for the Regional Wastewater Utility Development, in addition to the costs of finding a new Finance Director. Property Bond Tax revenue will cover this as it comes in November.

## General Fund Expenditures

Through October 31, 2017

by Consolidated Department

(in \$1,000)



	Annual Proj Exp	Projected Exp YTD	Actual Exp YTD	Var Fav/ (Unfav)	% Var
Admin	\$ 681	223	217	6	3%
Law	524	171	173	(2)	(1%)
Pub Svc	3,459	1,372	1,217	156	11%
Pub Safe	4,868	1,633	1,641	(7)	(0%)
NonDept	2,984	328	362	(35)	(11%)
Unapp	-	-	-	-	0%
<b>Total</b>	<b>\$12,516</b>	<b>\$ 3,727</b>	<b>\$ 3,610</b>	<b>\$ 117</b>	<b>3%</b>

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

# 2017-2018 Monthly Financial Report

## General Fund Expenditure Detail

For the Month Ending October 31, 2017

### General Fund Expenditures by Department

	Annual Projected Exp	Projected Exp YTD	Actual Exp YTD	Var Fav/ (Unfav)	% Var Fav/ (Unfav)
City Council	61,260	23,348	27,469	(4,120)	(18%)
City Manager/Planning	493,310	158,518	155,660	2,858	2%
Finance	127,210	41,200	33,780	7,420	18%
<b>Total Admin &amp; Finance</b>	<b>681,780</b>	<b>223,066</b>	<b>216,908</b>	<b>6,158</b>	<b>3%</b>
Legal	85,250	27,327	36,057	(8,730)	(32%)
Court	439,285	143,679	137,220	6,458	4%
<b>Total Dept of Law</b>	<b>524,535</b>	<b>171,006</b>	<b>173,277</b>	<b>(2,271)</b>	<b>(1%)</b>
Transportation	274,300	94,766	46,375	48,391	51%
Airport	252,120	126,177	101,647	24,530	19%
Bldg Inspection	381,910	125,533	124,375	1,158	1%
Parks	496,120	185,803	203,382	(17,579)	(9%)
Parks/Utility Landscaping	43,975	10,007	13,141	(3,134)	(31%)
Pool	417,140	264,876	228,213	36,663	14%
Municipal Buildings	124,240	56,646	18,496	38,150	67%
Library	789,530	259,121	245,690	13,431	5%
Recreation	679,995	249,406	235,251	14,155	6%
<b>Total Public Services</b>	<b>3,459,330</b>	<b>1,372,335</b>	<b>1,216,570</b>	<b>155,765</b>	<b>11%</b>
Public Safety Center	89,400	31,319	26,207	5,112	16%
Police Operations	4,777,705	1,602,146	1,614,669	(12,523)	(1%)
<b>Total Public Safety</b>	<b>4,867,105</b>	<b>1,633,465</b>	<b>1,640,877</b>	<b>(7,411)</b>	<b>(0%)</b>
Non-Departmental	1,199,645	327,567	362,440	(34,874)	(11%)
Unappropriated	1,783,720	0	0	0	0%
<b>Total Non-Dept</b>	<b>2,983,365</b>	<b>327,567</b>	<b>362,440</b>	<b>(34,874)</b>	<b>(11%)</b>
<b>Total</b>	<b>12,516,115</b>	<b>3,727,438</b>	<b>3,610,072</b>	<b>117,367</b>	<b>3%</b>

Within the Public Services category, Transportation had the greatest amount of savings dollar-wise at \$48,000, followed by Municipal Buildings at \$38,000 and the Pool at \$36,000. Police Operations is \$12K over projected expenditures due to installing a Water Bottling System and a yearly fee to Lexipol for Law Enforcement policy updates.

# 2017-2018 Monthly Financial Report

## Fund Balance - General Fund

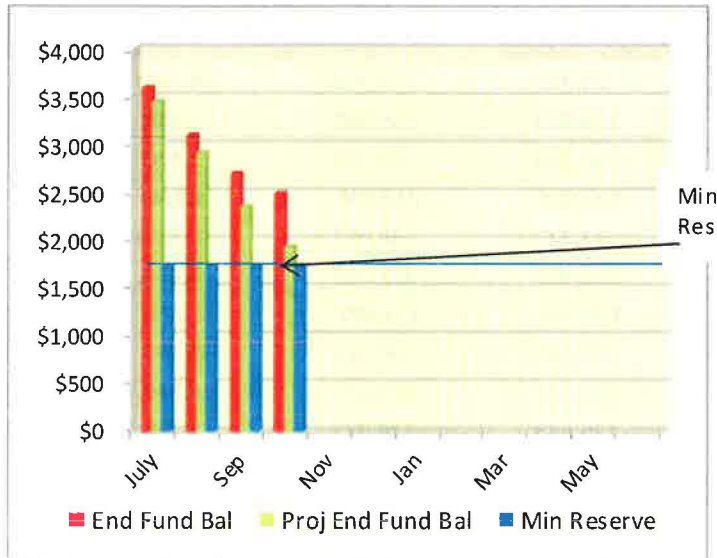
For the Month Ending October 31, 2017

### General Fund

Through October 31, 2017

Ending Fund Balance

(in \$1,000)



Minimum Reserve = \$1,731,076

	Begin Fund Bal	Rev	Exp	End Fund Bal	Proj End Fund Bal
July	\$ 4,097	\$ 492	\$ (988)	\$ 3,601	\$ 3,457
Aug	\$ 3,601	\$ 393	\$ (890)	\$ 3,104	\$ 2,923
Sep	\$ 3,104	\$ 457	\$ (855)	\$ 2,706	\$ 2,358
Oct	\$ 2,706	\$ 667	\$ (877)	\$ 2,496	\$ 1,936
Nov					
Dec					
Jan					
Feb					
Mar					
Apr					
May					
June					
<b>Total</b>	<b>\$ 4,097</b>	<b>\$2,009</b>	<b>\$ (3,610)</b>	<b>\$ 2,496</b>	<b>\$ 1,936</b>

As of the end of October the fund balance in the General Fund was \$2.5 million, compared to a projected fund balance of \$1.9 million.



# 2017-2018 Monthly Financial Report

## Special Revenue Funds Report

### For the Month Ending October 31, 2017

#### Special Revenue Funds Resources & Requirements

	2017-18		Remaining Budget
	Annual Budget	Actual YTD	
<b>Bonded Debt Fund</b>			
Resources	2,206,540	108,980	2,097,560
Expenditures	2,021,540	376,930	1,644,610
Unappropriated Balance	185,000	N/A	N/A
<b>Transient Room Tax (TRT)</b>			
Resources	839,700	504,621	335,079
Expenditures	744,410	317,690	426,720
Unappropriated Balance	95,290	N/A	N/A
<b>Recreation Special Revenue</b>			
Resources	68,000	-	68,000
Expenditures	-	-	-
Unappropriated Balance	68,000	N/A	N/A
<b>Reserve Fund</b>			
Resources	6,352,358	502,651	5,849,707
Expenditures	5,299,861	1,108,945	4,190,916
Unappropriated Balance	1,052,497	N/A	N/A
<b>Municipal Court Special Revenue</b>			
Resources	281,900	70,040	211,860
Expenditures	260,100	73,097	187,003
Unappropriated Balance	21,800	N/A	N/A
<b>Miscellaneous Special Revenue</b>			
Resources	496,145	16,374	479,771
Expenditures	496,145	130,363	365,782
Unappropriated Balance	-	N/A	N/A
<b>Conference Center</b>			
Resources	221,750	60,052	161,698
Expenditures	215,628	61,022	154,606
Unappropriated Balance	6,122	N/A	N/A
<b>Christmas Express Special Revenue</b>			
Resources	39,000	12	38,988
Expenditures	35,000	-	35,000
Unappropriated Balance	4,000	N/A	N/A
<b>Law Enforcement Special Revenue</b>			
Resources	83,475	11,021	72,454
Expenditures	20,000	-	20,000
Unappropriated Balance	63,475	N/A	N/A
<b>Library Special Revenue</b>			
Resources	62,995	6,352	56,643
Expenditures	50,260	509	49,751
Unappropriated Balance	12,735	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.



# 2017-2018 Monthly Financial Report

## Utility and Street Funds Report

For the Month Ending October 31, 2017

### Utility and Street Funds Report

#### Resources & Expenditures

	2017-18			Variance	
	Annual Budget	Projected YTD	Actual YTD	Fav/(Unfav)	% Variance
<b>Street Fund</b>					
Resources	1,831,230	288,333	296,452	8,118	3%
Expenditures	1,594,359	449,943	316,000	133,942	30%
Contingency/Unapp Balance	236,871	N/A	N/A	N/A	N/A
<b>Utility Fund</b>					
Resources	6,795,865	1,982,955	2,338,123	355,168	18%
Expenditures	6,048,825	2,216,698	2,265,394	(48,696)	(2%)
Contingency/Unapp Balance	747,040	N/A	N/A	N/A	N/A
<b>HES Fund</b>					
Resources	11,949,950	2,839,400	3,047,408	208,008	7%
Expenditures	9,963,380	2,839,287	2,582,952	256,334	9%
Contingency/Unapp Balance	1,986,570	N/A	N/A	N/A	N/A
<b>Regional Water Fund</b>					
Resources	1,497,265	254,755	344,148	89,393	35%
Expenditures	739,160	246,387	424,347	(177,960)	(72%)
Contingency/Unapp Balance	758,105	N/A	N/A	N/A	N/A

Revenues in the Street fund were \$8,000 above projections through October, a 3% favorable variance. Expenditures were \$133,000 less than expected, mainly due to moving Street Reserve budget to the Street Fund this year. We should see an increase in expenditures due to weather in the upcoming winter.

Revenues in the Utility Fund came in at \$355,000 over projections, due mainly to a 5% increase of water usage resulting in higher utility bills. Expenditures for the Utility Fund were \$48,000 higher than projected due to the transfer of money to the bonded debt fund to pay on the 2011 Clean Water Improvement Bond.

The HES fund revenues came within 7% of projections, with a favorable variance of \$208,000. Expenditures came in lower than projected by about \$256,000.

The Regional Water revenues are nearly \$89,000 higher than expected. Expenditures were \$178,000 higher than projected, due to the VAdata Amazon project that began last month.

# 2017-18 Monthly Financial Report

City of Hermiston, Oregon

Capital Projects Report

For the Month Ending October 31, 2017

## Capital Projects

	2017-2018 Budget	YTD Expenditures	LTD Budget	LTD Expenditures	% Complete
Airport GIS (AGIS) Mapping Project	\$ 300,000	\$ 41,245	\$ 300,000	\$ 123,336	80%
Harkenrider Center	2,084,300	1,009,042	2,084,300	1,545,525	74%
11th & Elm	773,710	773,710	813,710	825,210	6%
West Highland Trail	177,000	37,466	177,000	76,266	43%
<b>Total</b>	<b>\$ 3,335,010</b>	<b>\$ 1,861,463</b>	<b>\$ 3,375,010</b>	<b>\$ 2,570,336</b>	

### Airport Improvements

The AGIS mapping project will provide highly accurate mapping of all facilities at the Airport, which will be loaded into the FAA's system. This work was added as part of the City's existing grant to relocate the parallel taxiway and is a requirement of airports when their Master Plans are updated. The City is scheduled to update the Master Plan in 2017 for an estimated \$300,000. If this work had not been added to the City's existing grant, the Master Plan Update would have been delayed by a year in order to build up another year's worth of \$150,000 NPE funding. The total project cost for the AGIS project alone is \$154,600.

**October Update:** Precision Approach Engineering (PAE) is now in the process of developing grant closeout documents for the Taxiway and AGIS portion of this grant.

### Harkenrider Center

In January 2015, the City was awarded a \$2 million Oregon Community Development Block Grant through the Oregon Infrastructure Finance Authority for construction of a new Senior Center. The grant has a required cash match of \$73,242 and must complete the project by spring of 2018. In June 2016, City Council added \$750,000 to the project for a 3,800 sf basement and elevator. The estimated completion is spring of 2018.

**October Update:** The City has expended about \$1,545,525 on the project life-to-date. Expenditures in Oct. were \$372,850. Once the building is complete, improvements to the parking lot will begin.

### Traffic Control – 11<sup>th</sup> & Elm

This project is a \$1.6M ODOT-led project to install a full traffic signal at the intersection of Elm Avenue and NW 11<sup>th</sup> as well as a left-turn lane for southbound traffic into Good Shepherd Medical Center's entrance on NW 11<sup>th</sup>. It will also complete a bike/pedestrian crossing with flashing beacon at GSMC's NW 11<sup>th</sup> entrance where the Oxbow Trail currently terminates. ODOT is leading the design and construction.

**October Update:** ODOT received 3 bids for this project this month. However, as of the writing of this update, a contract has not yet been signed. In advance of the project moving forward, ODOT requested the remainder of the \$813,000 estimated local match. The City paid the remainder of this, and has invoiced Good Shepherd Medical Center for the \$450,000 portion of this cost. Since this project was bid in tandem with ODOT's signalization project at 11<sup>th</sup> & Orchard, it is unclear at this point how much of the apparent low-bid's costs will be allocated to this project, vs. the 11<sup>th</sup> & Orchard project. The City is not liable for any costs of the 11<sup>th</sup> & Orchard project, but is liable for any and all cost over-runs on the 11<sup>th</sup> & Elm project, for costs over \$1,627,420. Staff will continue to work with ODOT to identify and allocate costs appropriately as these projects proceed.

### West Highland Trail

This project is to create a bike lane and/or separated trail on the south side of West Highland Avenue between SW 11th Street and Riverfront Park. A bike lane will be striped where there are existing sidewalks on the south side

of West Highland and a separated path will be built where there are no existing curbs or sidewalks. The project is funded by a grant from ODOT.

**October Update:** *Expenditures for October were \$4k for engineering and right-of-way services. The trail design is at 43% completion. ODOT is in negotiation for easement acquisition on behalf of the city with the affected property owners. Negotiations with the property owners will affect the ultimate design.*



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# Monthly Financial Report

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*Where Life is Sweet*

*Includes the Hermiston Urban Renewal Agency*

**Finance Department  
September 2017  
(Unaudited)**

# 2017-2018 Monthly Financial Report

Hermiston Urban Renewal Agency (HURA)

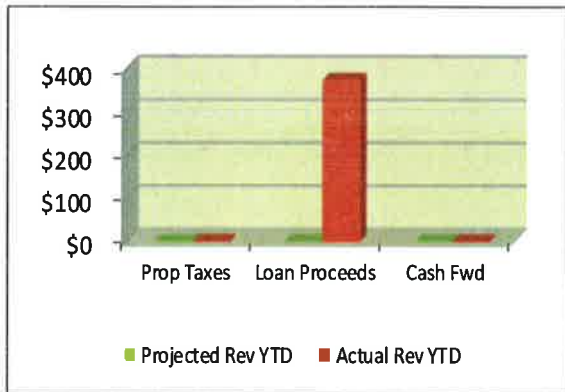
For the Month Ending September 30, 2017

## Resources

Through September 30, 2017

by Category

(in \$1,000)



	Annual Proj Rev	Projected Rev YTD	Actual Rev YTD	Var Fav/ (Unfav)	% Var
Prop Taxes	\$ 132	\$ -	\$ -	\$ -	0%
Loan Proceeds	1,500	\$ -	375	375	0%
Cash Fwd	17	\$ -	-	-	0%
<b>Total</b>	<b>\$ 1,649</b>	<b>\$ -</b>	<b>\$ 375</b>	<b>\$ 375</b>	<b>0%</b>

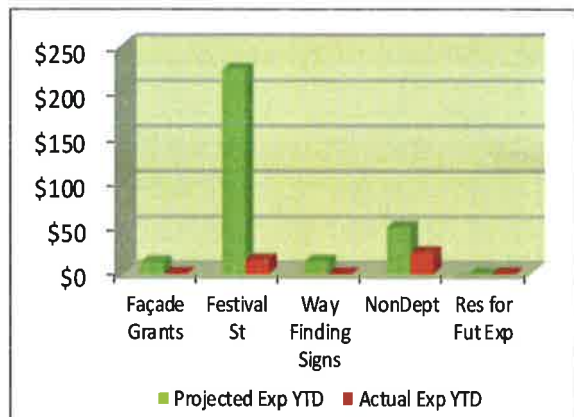
Note: variance is calculated as a percent of the projected revenue YTD.

## Expenditures

Through September 30, 2017

by Character

(in \$1,000)



	Annual Proj Exp	Projected Exp YTD	Actual Exp YTD	Var Fav/ (Unfav)	% Var
Façade Grants	\$ 50	\$ 13	\$ -	\$ 13	100%
Festival St	900	225	15	210	93%
Way Finding Signs	55	14	-	14	100%
NonDept	206	52	23	29	53%
Res for Fut Exp	438	-	-	-	0%
<b>Total</b>	<b>\$ 1,649</b>	<b>\$ 303</b>	<b>\$ 38</b>	<b>\$ 265</b>	<b>87%</b>

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

The 2017-2018 budget for the Urban Renewal Agency is \$ 1,649,350. This includes \$50,000 for Façade grants, \$900,000 for the Festival Street project, \$3,000 in administrative costs, \$203,829 for Loan Repayment to the City, and \$437,521 which is reserved for future expenditures. As of the end of September a quarter of the Loan Proceeds from the City were received at \$375,000. Expenditures include festival street consulting services and the Main street sidewalk improvement project repair costs.

# 2017-2018 Monthly Financial Report

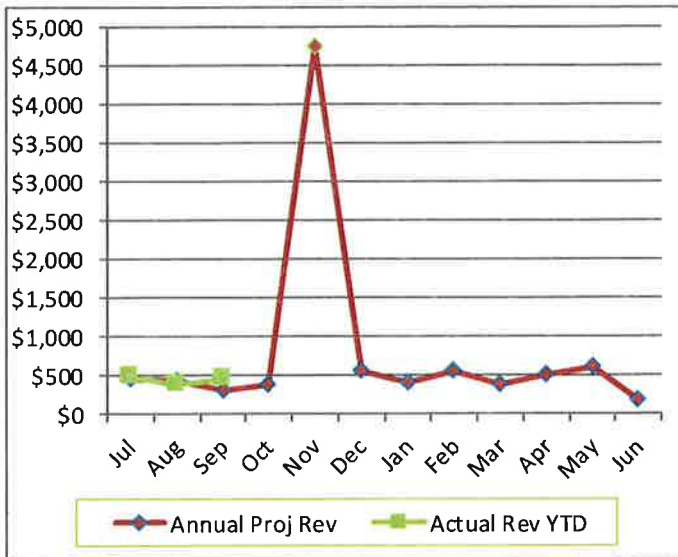
City of Hermiston, Oregon

General Fund Resources

For the Month Ending September 30, 2017

Through September 30, 2017

## All Resources

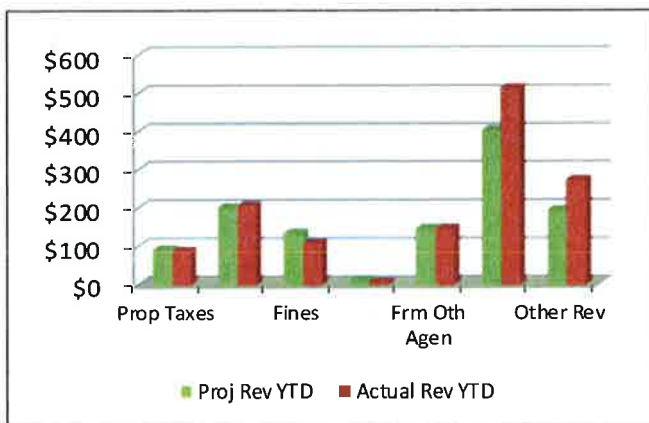


	Annual Proj Rev	Proj Rev YTD	Actual Rev YTD	Var Fav/ (Unfav)	% Var
Jul	\$ 444	\$ 444	\$ 492	\$ 48	11%
Aug	\$ 421	\$ 421	\$ 393	\$ (29)	(7%)
Sep	314	\$ 314	\$ 457	\$ 144	46%
Oct	388				
Nov	4,759				
Dec	563				
Jan	394				
Feb	560				
Mar	377				
Apr	501				
May	607				
Jun	185				
<b>Total</b>	<b>9,512</b>	<b>1,179</b>	<b>1,342</b>	<b>163</b>	<b>14%</b>
Cash Fwd	3,004	-	-	-	0%
<b>Total</b>	<b>\$ 12,516</b>	<b>\$ 1,179</b>	<b>\$ 1,342</b>	<b>163</b>	<b>14%</b>

Estimated General Fund revenues for the 17-18 fiscal year are \$9.5 million. Projected revenues through September were \$1,179,000 with actual revenues at \$1,342,000, a positive variance of \$163,000. Property taxes, Fines, and Interest Earnings are collectively under projections by \$32,000 offset by a positive variance of \$195,000 collectively in Licenses, Service Charges, and Other Revenue. Construction Permit Fees have brought in \$72,000 in revenue which is much higher than anticipated this early in the fiscal year.

## General Fund Revenue by Category

Through September 30, 2017  
(in \$1,000)



	Annual Proj Rev	Proj Rev YTD	Actual Rev YTD	Var Fav/ (Unfav)	% Var
Prop Taxes	\$ 5,168	\$ 91	\$ 88	\$ (3)	(3%)
Lic	836	\$ 201	206	4	2%
Fines	549	\$ 134	109	(25)	(19%)
Interest Rev	35	\$ 11	7	(4)	(35%)
Frm Oth Agen	573	\$ 146	147	1	1%
Svc Chgs	1,478	\$ 403	513	110	27%
Other Rev	874	\$ 193	273	80	41%
Cash Fwd	3,004	-	-	-	0%
<b>Total</b>	<b>\$12,516</b>	<b>\$ 1,179</b>	<b>\$ 1,342</b>	<b>\$ 163</b>	<b>14%</b>

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



# 2017-2018 Monthly Financial Report

City of Hermiston, Oregon

General Fund Expenditures

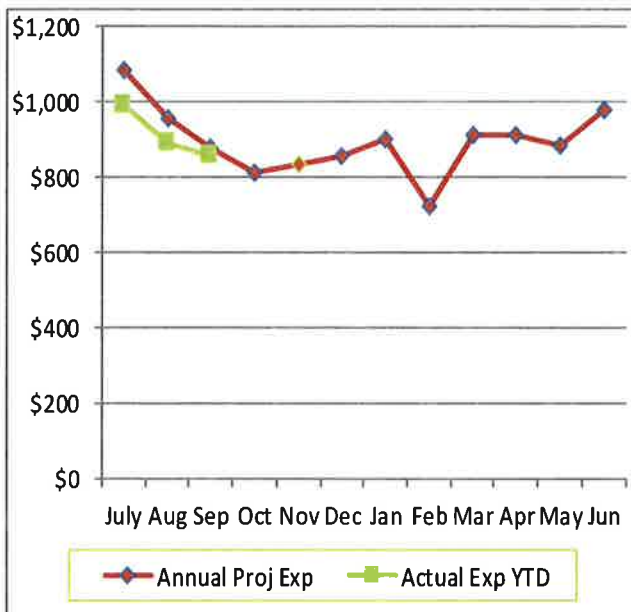
For the Month Ending September 30, 2017

## General Fund Expenditure Summary

Through September 30, 2017

All Requirements

(in \$1,000)



	Annual Proj Exp	Projected Exp YTD	Actual Exp YTD	Var Fav/ (Unfav)	% Var
July	\$ 1,084	\$ 1,084	\$ 988	\$ 96	9%
Aug	\$ 955	\$ 955	\$ 890	\$ 65	7%
Sep	\$ 879	\$ 879	\$ 855	\$ 24	3%
Oct	\$ 810				
Nov	\$ 833				
Dec	\$ 858				
Jan	\$ 900				
Feb	\$ 726				
Mar	\$ 912				
Apr	\$ 911				
May	\$ 885				
Jun	\$ 981				
<b>Total</b>	<b>10,732</b>	<b>2,918</b>	<b>2,733</b>	<b>185</b>	<b>6%</b>
Unapp	1,784	-	-	-	0%
<b>Total</b>	<b>\$ 12,516</b>	<b>\$ 2,918</b>	<b>\$ 2,733</b>	<b>\$ 185</b>	<b>6%</b>

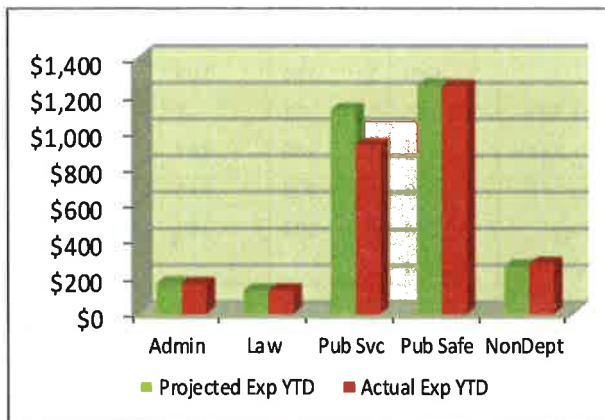
Projected General Fund expenditures for September were \$2,918,000. Actual expenditures were 185,000 lower than projected at \$2,733,000. Public Services had the highest savings at \$193,000. Non-Departmental is in the negative due to a payment made on the 2011 Refunding Water Bond. Property Bond Tax revenue will cover this as it comes in November.

## General Fund Expenditures

Through September 30, 2017

by Consolidated Department

(in \$1,000)



	Annual Proj Exp	Projected Exp YTD	Actual Exp YTD	Var Fav/ (Unfav)	% Var
Admin	\$ 681	166	163	3	2%
Law	524	127	127	(1)	(0%)
Pub Svc	3,459	1,117	924	193	17%
Pub Safe	4,868	1,250	1,246	4	0%
NonDept	2,984	259	273	(14)	(6%)
Unapp	-	-	-	-	0%
<b>Total</b>	<b>\$12,516</b>	<b>\$ 2,918</b>	<b>\$ 2,733</b>	<b>\$ 185</b>	<b>6%</b>

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

**2017-2018 Monthly Financial Report**  
**General Fund Expenditure Detail**  
**For the Month Ending September 30, 2017**

**General Fund Expenditures  
by Department**

	Annual Projected Exp	Projected Exp YTD	Actual Exp YTD	Var Fav/ (Unfav)	% Var Fav/ (Unfav)
City Council	61,260	16,757	21,463	(4,705)	(28%)
City Manager/Planning	493,310	117,732	116,267	1,465	1%
Finance	127,210	31,603	25,213	6,389	20%
<b>Total Admin &amp; Finance</b>	<b>681,780</b>	<b>166,092</b>	<b>162,943</b>	<b>3,149</b>	<b>2%</b>
Legal	85,250	20,492	25,619	(5,127)	0%
Court	439,285	106,163	101,629	4,534	4%
<b>Total Dept of Law</b>	<b>524,535</b>	<b>126,654</b>	<b>127,247</b>	<b>(593)</b>	<b>(0%)</b>
Transportation	274,300	70,937	30,527	40,410	57%
Airport	252,120	106,381	53,851	52,530	49%
Bldg Inspection	381,910	95,033	94,109	924	1%
Parks	496,120	142,413	155,335	(12,922)	(9%)
Parks/Utility Landscaping	43,975	7,553	9,792	(2,239)	(30%)
Pool	417,140	257,262	218,666	38,596	15%
Municipal Buildings	124,240	49,301	10,380	38,921	79%
Library	789,530	192,994	174,147	18,846	10%
Recreation	679,995	194,705	176,827	17,877	9%
<b>Total Public Services</b>	<b>3,459,330</b>	<b>1,116,578</b>	<b>923,634</b>	<b>192,944</b>	<b>17%</b>
Public Safety Center	89,400	24,550	21,075	3,475	14%
Police Operations	4,777,705	1,224,953	1,224,434	519	0%
<b>Total Public Safety</b>	<b>4,867,105</b>	<b>1,249,504</b>	<b>1,245,510</b>	<b>3,994</b>	<b>0%</b>
Non-Departmental	1,199,645	258,984	273,265	(14,282)	(6%)
Unappropriated	1,783,720	0	0	0	0%
<b>Total Non-Dept</b>	<b>2,983,365</b>	<b>258,984</b>	<b>273,265</b>	<b>(14,282)</b>	<b>(6%)</b>
<b>Total</b>	<b>12,516,115</b>	<b>2,917,812</b>	<b>2,732,600</b>	<b>185,212</b>	<b>6%</b>

Within the Public Services category, the Airport and Transportation departments had the greatest amount of savings dollar-wise at \$52,530 and \$40,410 respectively. Non-Departmental is over the projected budget amount due to a Bond Payment.

# 2017-2018 Monthly Financial Report

## Fund Balance - General Fund

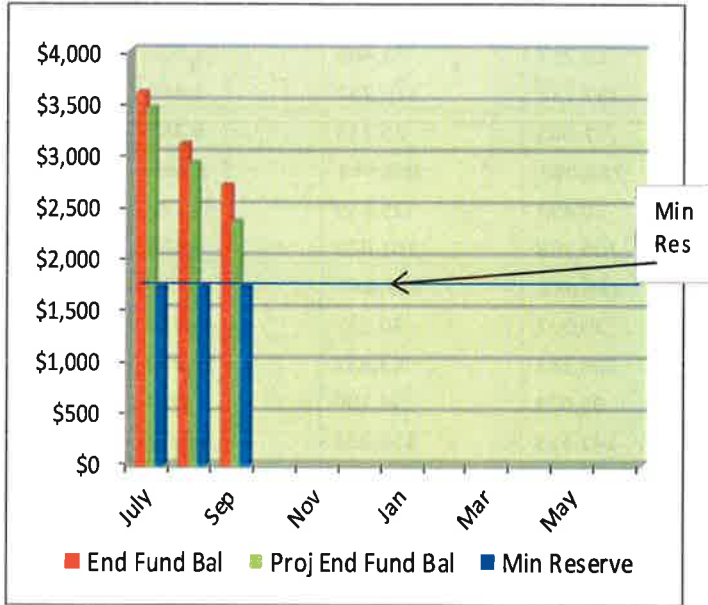
For the Month Ending September 30, 2017

### General Fund

Through September 30, 2017

### Ending Fund Balance

(in \$1,000)



Minimum Reserve = \$1,731,076

	Begin Fund Bal	Rev	Exp	End Fund Bal	Proj End Fund Bal
July	\$ 4,097	\$ 492	\$ (988)	\$ 3,601	\$ 3,457
Aug	\$ 3,601	\$ 393	\$ (890)	\$ 3,104	\$ 2,923
Sep	\$ 3,104	\$ 457	\$ (855)	\$ 2,706	\$ 2,358
Oct					
Nov					
Dec					
Jan					
Feb					
Mar					
Apr					
May					
June					
<b>Total</b>	<b>\$ 4,097</b>	<b>\$1,342</b>	<b>\$ (2,733)</b>	<b>\$ 2,706</b>	<b>\$ 2,358</b>

As of the end of September the fund balance in the General Fund was \$2.7 million, which is \$1 million above the minimum reserve.



# 2017-2018 Monthly Financial Report

## Special Revenue Funds Report

For the Month Ending September 30, 2017

### Special Revenue Funds Resources & Requirements

	2017-18 Annual Budget	Actual YTD	Remaining Budget
<b>Bonded Debt Fund</b>			
Resources	2,206,540	93,278	2,113,262
Expenditures	2,021,540	376,930	1,644,610
Unappropriated Balance	185,000	N/A	N/A
<b>Transient Room Tax (TRT)</b>			
Resources	839,700	270,949	568,751
Expenditures	744,410	271,546	472,864
Unappropriated Balance	95,290	N/A	N/A
<b>Recreation Special Revenue</b>			
Resources	68,000	-	68,000
Expenditures	-	-	-
Unappropriated Balance	68,000	N/A	N/A
<b>Reserve Fund</b>			
Resources	6,352,358	413,781	5,938,577
Expenditures	5,299,861	930,711	4,369,150
Unappropriated Balance	1,052,497	N/A	N/A
<b>Municipal Court Special Revenue</b>			
Resources	281,900	52,988	228,912
Expenditures	260,100	54,829	205,271
Unappropriated Balance	21,800	N/A	N/A
<b>Miscellaneous Special Revenue</b>			
Resources	496,145	10,567	485,578
Expenditures	496,145	124,556	371,589
Unappropriated Balance	-	N/A	N/A
<b>Conference Center</b>			
Resources	221,750	47,076	174,674
Expenditures	215,628	41,492	174,136
Unappropriated Balance	6,122	N/A	N/A
<b>Christmas Express Special Revenue</b>			
Resources	39,000	12	38,988
Expenditures	35,000	-	35,000
Unappropriated Balance	4,000	N/A	N/A
<b>Law Enforcement Special Revenue</b>			
Resources	83,475	7,920	75,555
Expenditures	20,000	-	20,000
Unappropriated Balance	63,475	N/A	N/A
<b>Library Special Revenue</b>			
Resources	62,995	4,949	58,046
Expenditures	50,260	435	49,825
Unappropriated Balance	12,735	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.

# 2017-2018 Monthly Financial Report

## Utility and Street Funds Report

For the Month Ending September 30, 2017

### Utility and Street Funds Report

#### Resources & Expenditures

	2017-18			Variance	
	Annual Budget	Projected YTD	Actual YTD	Fav/(Unfav)	% Variance
<b>Street Fund</b>					
Resources	1,831,230	235,000	288,754	53,754	23%
Expenditures	1,594,359	337,457	256,246	81,211	24%
Contingency/Unapp Balance	236,871	N/A	N/A	N/A	N/A

<b>Utility Fund</b>					
Resources	6,795,865	1,487,216	1,733,677	246,461	17%
Expenditures	6,048,825	1,809,711	1,936,320	(126,610)	(7%)
Contingency/Unapp Balance	747,040	N/A	N/A	N/A	N/A

<b>HES Fund</b>					
Resources	11,949,950	2,129,550	2,251,320	121,770	6%
Expenditures	9,963,380	2,129,465	1,879,104	250,361	12%
Contingency/Unapp Balance	1,986,570	N/A	N/A	N/A	N/A

<b>Regional Water Fund</b>					
Resources	1,497,265	191,066	202,437	11,371	6%
Expenditures	739,160	184,790	371,621	(186,831)	(101%)
Contingency/Unapp Balance	758,105	N/A	N/A	N/A	N/A

Revenues in the Street fund were \$54,000 more than projected, a 23% variance. Expenditures were \$81,000 less than expected, mainly due to moving Street Reserve budget to the Street Fund this year.

Revenues in the Utility Fund came in at \$246,000 over projections, due mainly to higher water bills because of the hot, dry summer and the 5% increase on the use of water. Expenditures were \$126,000 higher than projected due to the transfer of money to the bonded debt fund to pay on the 2011 Clean Water Improvement Bond.

The HES fund revenues came within 6% of projections. Expenditures came in lower than projected by about \$250,000.

The Regional Water fund revenues came in \$11,000 higher than projected. Expenditures were \$186,000 higher than projected, mainly due to the Vadata Amazon project that began this month.

# 2017-18 Monthly Financial Report

City of Hermiston, Oregon

Capital Projects Report

For the Month Ending September 30, 2017

## Capital Projects

	2017-2018 Budget	YTD Expenditures	LTD Budget	LTD Expenditures	% Complete
Airport GIS (AGIS) Mapping Project	\$ 300,000	\$ 29,757	\$ 300,000	\$ 111,848	75%
Harkenrider Center	2,084,300	636,190	2,084,300	1,172,673	56%
11th & Elm	773,710	773,710	813,710	825,210	101%
West Highland Trail	177,000	33,999	177,000	72,799	41%
<b>Total</b>	<b>\$ 3,335,010</b>	<b>\$ 1,473,656</b>	<b>\$ 3,375,010</b>	<b>\$ 2,182,530</b>	

### Airport Improvements

The AGIS mapping project will provide highly accurate mapping of all facilities at the Airport, which will be loaded into the FAA's system. This work was added as part of the City's existing grant to relocate the parallel taxiway and is a requirement of airports when their Master Plans are updated. The City is scheduled to update the Master Plan in 2017 for an estimated \$300,000. If this work had not been added to the City's existing grant, the Master Plan Update would have been delayed by a year in order to build up another year's worth of \$150,000 NPE funding. The total project cost for the AGIS project alone is \$154,600.

**September Update:** *Precision Approach Engineering (PAE) continues to work with Anderson Perry to wrap up the AGIS portion of the Taxi Realignment Project. PAE has begun the process to start final grant closeout documentation for the overall Taxiway Project.*

### Harkenrider Center

In January 2015, the City was awarded a \$2 million Oregon Community Development Block Grant through the Oregon Infrastructure Finance Authority for construction of a new Senior Center. The grant has a required cash match of \$73,242 and must complete the project by spring of 2018. In June 2016, City Council added \$750,000 to the project for a 3,800 sf basement and elevator. The estimated completion is spring of 2018.

**September Update:** *The City has expended about \$1,172,673 on the project life-to-date. Expenditures in Sept. were \$636,190. The roof and windows are currently being installed. There is a City Council tour planned for the October 9 Council Workshop.*

### Traffic Control – 11<sup>th</sup> & Elm

This project is a \$1.6M ODOT-led project to install a full traffic signal at the intersection of Elm Avenue and NW 11<sup>th</sup> as well as a left-turn lane for southbound traffic into Good Shepherd Medical Center's entrance on NW 11<sup>th</sup>. It will also complete a bike/pedestrian crossing with flashing beacon at GSMC's NW 11<sup>th</sup> entrance where the Oxbow Trail currently terminates. ODOT is leading the design and construction. Construction is expected to begin in spring 2017.

**September Update:** *No changes are planned for the design of the project. September expenditures include a payment to ODOT for \$773k for the advance deposit on this project.*

### West Highland Trail

This project is to create a bike lane and/or separated trail on the south side of West Highland Avenue between SW 11th Street and Riverfront Park. The bike lane will be striped where there are existing sidewalks on the south side of West Highland and a separate path will be built where there are no existing curbs or sidewalks. The project is funded by a grant from ODOT.

**September Update:** *Expenditures for September were \$34K for trail design. The Trail design is at 40% completion. ODOT is negotiating for easement acquisition on behalf of the city with the affected property owners. Negotiations with the property owners will affect the ultimate design.*





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# April, 2018

## Monthly Financial Report

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*Includes the Hermiston Urban Renewal Agency*

**Finance Department  
April 2018  
(Unaudited)**

# 2017-2018 Monthly Financial Report

## Hermiston Urban Renewal Agency (HURA)

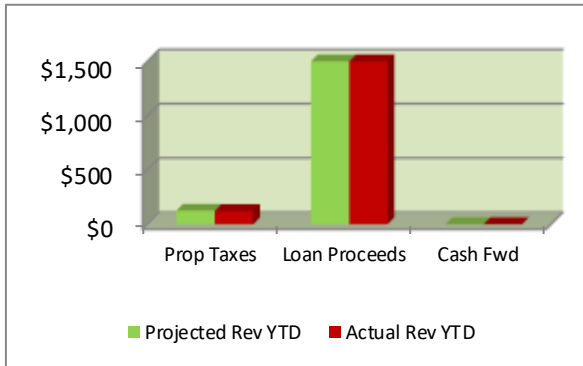
### For the Month Ending April 30, 2018

## Resources

Through April 30, 2018

by Category

(in \$1,000)



	Annual Proj Rev	Projected Rev YTD	Actual Rev YTD	Var Fav/ (Unfav)	% Var
Prop Taxes	\$ 132	\$ 124	\$ 121	\$ (3)	(3%)
Loan Proceeds	1,500	\$ 1,500	1,500	-	0%
Cash Fwd	17	\$ -	-	-	0%
<b>Total</b>	<b>\$ 1,649</b>	<b>\$ 1,624</b>	<b>\$ 1,621</b>	<b>\$ (3)</b>	<b>(0%)</b>

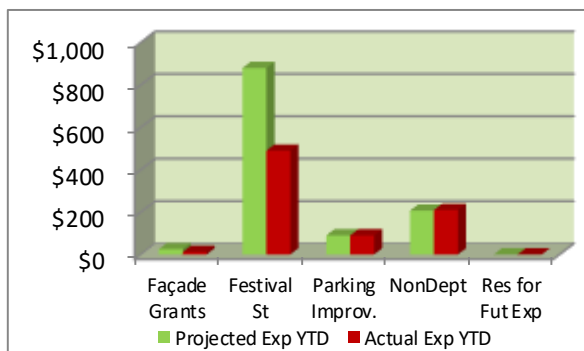
**Note:** variance is calculated as a percent of the projected revenue YTD.

## Expenditures

Through April 30, 2018

by Character

(in \$1,000)



	Annual Proj Exp	Projected Exp YTD	Actual Exp YTD	Var Fav/ (Unfav)	% Var
Façade Grants	\$ 30	\$ 25	\$ 12	\$ 13	52%
Festival St	1,055	879	489	390	44%
Parking Improv.	90	90	90	-	0%
NonDept	212	207	210	(3)	(2%)
Res for Fut Exp	262	-	-	-	0%
<b>Total</b>	<b>\$ 1,649</b>	<b>\$ 1,201</b>	<b>\$ 801</b>	<b>\$ 400</b>	<b>33%</b>

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

The 2017-2018 budget for the Urban Renewal Agency is \$ 1,649,350. This includes \$30,000 for Façade Grants, \$1,055,000 for the Festival Street project, \$90,000 in Parking Improvements, \$8,000 in administrative costs, \$203,829 for Loan Repayment to the City, and \$262,521 which is reserved for future expenditure.

\*\*Festival Street began work on 2<sup>nd</sup> Street in February. The project completed repaving the road and much of the sidewalk in April. \$11,525 was expended on construction engineering services. \$181,029 was expended on capital construction costs. The project is on schedule for a June 15<sup>th</sup> completion.

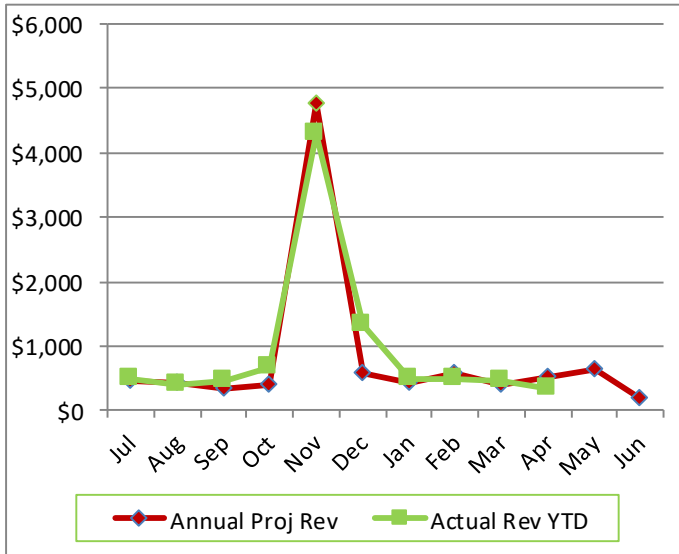
\*\*Façade Grants- A grant was approved for 371 E. Hurlburt Avenue in April.



**City of Hermiston, Oregon**  
**General Fund Resources**  
**For the Month Ending April 30, 2018**

**Through April 30, 2018**

**All Resources**

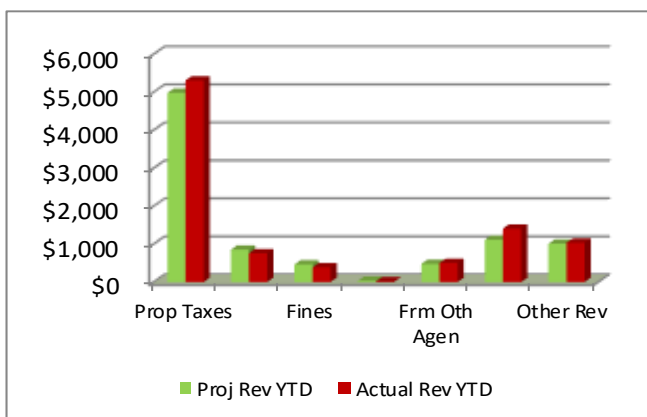


	Annual Proj Rev	Proj Rev YTD	Actual Rev YTD	Var Fav/ (Unfav)	% Var
Jul	\$ 461	\$ 461	\$ 492	\$ 31	7%
Aug	\$ 441	\$ 441	\$ 393	\$ (48)	(11%)
Sep	325	\$ 325	\$ 457	\$ 132	41%
Oct	406	\$ 406	\$ 667	\$ 261	64%
Nov	4,781	\$ 4,781	\$ 4,303	\$ (478)	(10%)
Dec	575	\$ 575	\$ 1,323	\$ 749	130%
Jan	413	\$ 413	\$ 484	\$ 71	17%
Feb	582	\$ 582	\$ 480	\$ (102)	(18%)
Mar	392	\$ 392	\$ 449	\$ 57	15%
Apr	532	\$ 532	\$ 350	\$ (182)	(34%)
May	628				
Jun	180				
<b>Total</b>	<b>9,715</b>	<b>8,908</b>	<b>9,397</b>	<b>490</b>	<b>6%</b>
Cash Fwd	3,128	-	-	-	0%
<b>Total</b>	<b>\$ 12,843</b>	<b>\$ 8,908</b>	<b>\$ 9,397</b>	<b>490</b>	<b>6%</b>

Estimated General Fund revenues for the 2017-18 fiscal year are \$9.7 million. Projected revenues through April are \$8,908,000 compared to actual revenues of \$9,397,000, a positive variance of \$490,000. Licenses & Franchises came in under projected amount by \$95,000. This is offset by a positive variance from Property Taxes \$325,000, Service Charges \$295,000, and Other Revenues at \$28,000, all higher than expected.

**General Fund Revenue by Category**

**Through April 30, 2018**  
(in \$1,000)



	Annual Proj Rev	Proj Rev YTD	Actual Rev YTD	Var Fav/ (Unfav)	% Var
Prop Taxes	\$ 5,168	\$ 4,977	\$ 5,302	\$ 325	7%
Lic	969	\$ 850	756	(95)	(11%)
Fines	549	\$ 460	384	(76)	(17%)
Interest Rev	35	\$ 31	17	(14)	(46%)
Frm Oth Agen	578	\$ 474	502	27	6%
Svc Chgs	1,490	\$ 1,109	1,403	295	27%
Other Rev	926	\$ 1,005	1,033	28	3%
Cash Fwd	3,129	-	-	-	0%
<b>Total</b>	<b>\$12,843</b>	<b>\$ 8,908</b>	<b>\$ 9,397</b>	<b>\$ 490</b>	<b>6%</b>

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

# 2017-2018 Monthly Financial Report

## City of Hermiston, Oregon General Fund Expenditures

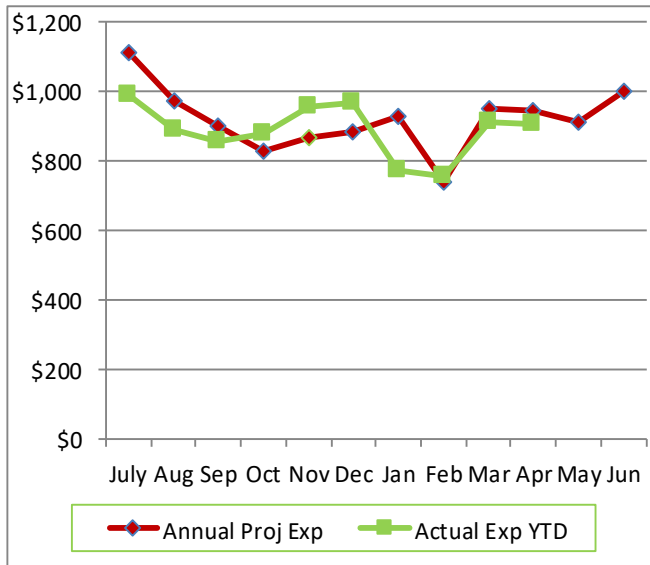
For the Month Ending April 30, 2018

### General Fund Expenditure Summary

Through April 30, 2018

All Requirements

(in \$1,000)



	Annual Proj Exp	Projected Exp YTD	Actual Exp YTD	Var Fav/ (Unfav)	% Var
July	\$ 1,114	\$ 1,114	\$ 988	\$ 126	11%
Aug	\$ 976	\$ 976	\$ 890	\$ 86	9%
Sep	\$ 904	\$ 904	\$ 855	\$ 49	5%
Oct	\$ 831	\$ 831	\$ 877	\$ (46)	(6%)
Nov	\$ 866	\$ 866	\$ 955	\$ (89)	(10%)
Dec	\$ 882	\$ 882	\$ 966	\$ (84)	(9%)
Jan	\$ 931	\$ 931	\$ 773	\$ 158	17%
Feb	\$ 742	\$ 742	\$ 757	\$ (15)	(2%)
Mar	\$ 954	\$ 954	\$ 914	\$ 40	4%
Apr	\$ 947	\$ 947	\$ 907	\$ 40	4%
May	\$ 911				
Jun	\$ 1,003				
<b>Total</b>	<b>11,060</b>	<b>9,145</b>	<b>8,882</b>	<b>264</b>	<b>3%</b>
Unapp	1,784	-	-	-	0%
<b>Total</b>	<b>\$ 12,843</b>	<b>\$ 9,145</b>	<b>\$ 8,882</b>	<b>\$ 264</b>	<b>3%</b>

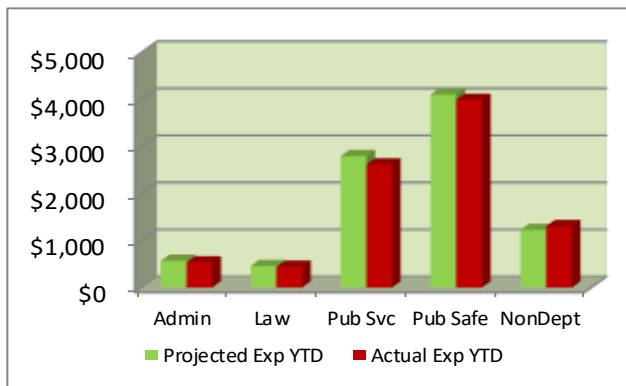
Projected General Fund expenditures at the end of April are \$9,145,000. Actual expenditures are \$264,000 lower than projected at \$8,882,000. Public Services has the highest savings at \$176,000. Non-Departmental is negative due to extra engineering costs for Regional Water Development and consulting costs for the Capital Improvement Plan.

### General Fund Expenditures

Through April 30, 2018

by Consolidated Department

(in \$1,000)



	Annual Proj Exp	Projected Exp YTD	Actual Exp YTD	Var Fav/ (Unfav)	% Var
Admin	\$ 681	569	534	35	6%
Law	554	458	440	18	4%
Pub Svc	3,468	2,792	2,616	176	6%
Pub Safe	4,949	4,102	3,988	114	3%
NonDept	3,191	1,224	1,303	(79)	(6%)
Unapp	-	-	-	-	0%
<b>Total</b>	<b>\$12,843</b>	<b>\$ 9,145</b>	<b>\$ 8,882</b>	<b>\$ 264</b>	<b>3%</b>

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

# 2017-2018 Monthly Financial Report

## General Fund Expenditure Detail

For the Month Ending April 30, 2018

### General Fund Expenditures by Department

	Annual Projected Exp	Projected Exp YTD	Actual Exp YTD	Var Fav/ (Unfav)	% Var Fav/ (Unfav)
City Council	61,260	55,409	45,252	10,157	18%
City Manager/Planning	493,310	410,003	391,532	18,471	5%
Finance	127,210	103,906	97,630	6,276	6%
<b>Total Admin &amp; Finance</b>	<b>681,780</b>	<b>569,319</b>	<b>534,414</b>	<b>34,905</b>	<b>6%</b>
Legal	115,250	91,379	92,880	(1,502)	(2%)
Court	439,285	366,830	347,400	19,430	5%
<b>Total Dept of Law</b>	<b>554,535</b>	<b>458,208</b>	<b>440,280</b>	<b>17,929</b>	<b>4%</b>
Transportation	274,300	233,112	183,200	49,912	21%
Airport	252,120	201,774	191,498	10,276	5%
Bldg Inspection	381,910	317,098	311,245	5,854	2%
Parks	496,120	389,523	397,653	(8,129)	(2%)
Parks/Utility Landscaping	43,975	15,385	21,742	(6,356)	(41%)
Pool	417,140	301,485	286,780	14,705	5%
Municipal Buildings	124,240	107,257	72,882	34,375	32%
Library	789,530	653,330	608,810	44,520	7%
Recreation	689,245	573,033	542,366	30,667	5%
<b>Total Public Services</b>	<b>3,468,580</b>	<b>2,791,998</b>	<b>2,616,175</b>	<b>175,823</b>	<b>6%</b>
Public Safety Center	89,400	76,846	66,002	10,844	14%
Police Operations	4,859,274	4,025,388	3,921,936	103,452	3%
<b>Total Public Safety</b>	<b>4,948,674</b>	<b>4,102,234</b>	<b>3,987,937</b>	<b>114,297</b>	<b>3%</b>
Non-Departmental	1,406,485	1,223,722	1,302,809	(79,087)	(6%)
Unappropriated	1,783,720	0	0	0	0%
<b>Total Non-Dept</b>	<b>3,190,205</b>	<b>1,223,722</b>	<b>1,302,809</b>	<b>(79,087)</b>	<b>(6%)</b>
<b>Total</b>	<b>12,843,774</b>	<b>9,145,481</b>	<b>8,881,615</b>	<b>263,866</b>	<b>3%</b>

Most Departments in the General Fund are under projected spending. Parks/Utility Landscaping is over projected totals, which will change in the upcoming months due to their busy time of the year. Non-Departmental is \$79,000 over projected expenditures due to engineering and consulting costs. Positive variances in the departments range from 2% in Building Inspection to 32% in Municipal Buildings.



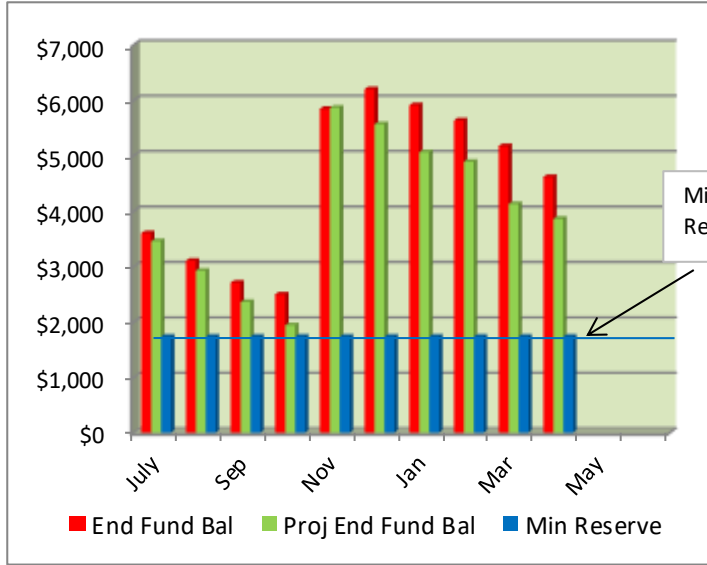
# 2017-2018 Monthly Financial Report

## Fund Balance - General Fund

For the Month Ending April 30, 2018

**General Fund**  
Ending Fund Balance

**Through April 30, 2018**  
(in \$1,000)



Minimum Reserve = \$1,731,076

	Begin Fund Bal	Rev	Exp	End Fund Bal	Proj End Fund Bal
July	\$ 4,097	\$ 492	\$ (988)	\$ 3,601	\$ 3,457
Aug	\$ 3,601	\$ 393	\$ (890)	\$ 3,104	\$ 2,923
Sep	\$ 3,104	\$ 457	\$ (855)	\$ 2,706	\$ 2,358
Oct	\$ 2,706	\$ 667	\$ (877)	\$ 2,496	\$ 1,936
Nov	\$ 2,496	\$4,303	\$ (955)	\$ 5,844	\$ 5,863
Dec	\$ 5,844	\$1,323	\$ (966)	\$ 6,201	\$ 5,567
Jan	\$ 6,201	\$ 484	\$ (773)	\$ 5,912	\$ 5,061
Feb	\$ 5,912	\$ 480	\$ (757)	\$ 5,635	\$ 4,890
Mar	\$ 5,635	\$ 449	\$ (914)	\$ 5,170	\$ 4,125
Apr	\$ 5,170	\$ 350	\$ (907)	\$ 4,613	\$ 3,859
May					
June					
<b>Total</b>	<b>\$ 4,097</b>	<b>\$9,397</b>	<b>\$ (8,882)</b>	<b>\$ 4,613</b>	<b>\$ 3,859</b>

The fund balance in the General Fund at the end of April is \$4.6 million, an increase of \$516,000 since the beginning of the fiscal year.

# 2017-2018 Monthly Financial Report

## Special Revenue Funds Report

### For the Month Ending April 30, 2018

#### Special Revenue Funds Resources & Requirements

	2017-18		Remaining Budget
	Annual Budget	Actual YTD	
<b>Bonded Debt Fund</b>			
Resources	2,206,540	2,007,304	199,236
Expenditures	2,021,540	2,021,510	30
Unappropriated Balance	185,000	N/A	N/A
<b>Transient Room Tax (TRT)</b>			
Resources	871,975	653,719	218,256
Expenditures	776,685	730,813	45,872
Unappropriated Balance	95,290	N/A	N/A
<b>Recreation Special Revenue</b>			
Resources	68,000	15,000	53,000
Expenditures	-	-	-
Unappropriated Balance	68,000	N/A	N/A
<b>Reserve Fund</b>			
Resources	7,050,793	2,815,825	4,234,968
Expenditures	5,998,296	2,087,322	3,910,974
Unappropriated Balance	1,052,497	N/A	N/A
<b>Municipal Court Special Revenue</b>			
Resources	281,900	152,983	128,917
Expenditures	260,100	163,424	96,676
Unappropriated Balance	21,800	N/A	N/A
<b>Miscellaneous Special Revenue</b>			
Resources	496,145	26,112	470,033
Expenditures	496,145	368,189	127,956
Unappropriated Balance	-	N/A	N/A
<b>Community Center</b>			
Resources	221,750	160,744	61,006
Expenditures	215,628	196,338	19,290
Unappropriated Balance	6,122	N/A	N/A
<b>Christmas Express Special Revenue</b>			
Resources	39,000	15,876	23,124
Expenditures	35,000	14,458	20,542
Unappropriated Balance	4,000	N/A	N/A
<b>Law Enforcement Special Revenue</b>			
Resources	89,975	26,994	62,981
Expenditures	26,500	12,046	14,454
Unappropriated Balance	63,475	N/A	N/A
<b>Library Special Revenue</b>			
Resources	62,995	18,779	44,216
Expenditures	50,260	2,377	47,883
Unappropriated Balance	12,735	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.

# 2017-2018 Monthly Financial Report

## Utility and Street Funds Report For the Month Ending April 30, 2018

### Utility and Street Funds Report

#### Resources & Expenditures

	2017-18		Actual YTD	Variance	
	Annual Budget	Projected YTD		Fav/(Unfav)	% Variance
<b>Street Fund</b>					
Resources	1,831,230	1,052,692	1,064,514	11,823	1%
Expenditures	1,594,359	1,326,505	1,173,659	152,846	12%
Contingency/Unapp Balance	236,871	N/A	N/A	N/A	N/A

<b>Utility Fund</b>					
Resources	7,025,427	5,007,179	4,816,507	(190,672)	(4%)
Expenditures	6,278,387	5,196,573	5,254,266	(57,694)	(1%)
Contingency/Unapp Balance	747,040	N/A	N/A	N/A	N/A

<b>HES Fund</b>					
Resources	11,949,950	7,100,167	7,588,545	488,378	7%
Expenditures	9,963,380	8,302,817	8,257,824	44,993	1%
Contingency/Unapp Balance	1,986,570	N/A	N/A	N/A	N/A

<b>Regional Water Fund</b>					
Resources	2,324,950	1,289,721	1,231,267	(58,453)	(5%)
Expenditures	1,600,845	1,334,038	1,398,099	(64,062)	(5%)
Contingency/Unapp Balance	724,105	N/A	N/A	N/A	N/A

The Street Fund continues to have favorable variances in both revenues and expenditures for a combined positive variance of \$164,669. Expenditures are \$152,846 less than expected, which includes a transfer of funds to the Reserve Fund for Capital projects.

The Utility Fund has a negative variance in both revenues and expenditures for April. Revenues are \$190,672 lower than projected, due to Water sales coming in at 7% below projections. Expenditures are \$57,694 higher than projected due to a Water treatment plant chemicals purchase.

The HES Fund has a positive variance in both revenues and expenditures. Revenues are \$488,378 higher than expected and expenditures are \$44,993 lower than expected for an overall variance of \$533,371.

The Regional Water Fund has a negative variance in both revenues and expenditures for April. Revenues are \$58,453 lower than projected due to reimbursements from Amazon that were unpaid in April. Expenditures are \$64,062 higher than projected, due to the VAdata Amazon project that began in October.

# 2017-18 Monthly Financial Report

City of Hermiston, Oregon

Capital Projects Report

For the Month Ending April 30, 2018

## Capital Projects

	2017-2018 Budget	YTD Expenditures	LTD Budget	LTD Expenditures	% Complete
Airport GIS (AGIS) Mapping Project	\$ 300,000	\$ 62,902	\$ 300,000	\$ 144,993	85%
Harkenrider Center	2,084,300	1,991,498	2,860,360	2,527,981	99%
11th & Elm	773,710	773,710	813,710	825,210	6%
West Highland Trail	177,000	46,466	177,000	85,266	48%
<b>Total</b>	<b>\$ 3,335,010</b>	<b>\$ 2,874,576</b>	<b>\$ 4,151,070</b>	<b>\$ 3,583,450</b>	

### Airport Improvements

The AGIS mapping project will provide highly accurate mapping of all facilities at the Airport, which will be loaded into the FAA's system. This work was added as part of the City's existing grant to relocate the parallel taxiway and is a requirement of airports when their Master Plans are updated. The City is scheduled to update the Master Plan in 2017 for an estimated \$300,000. If this work had not been added to the City's existing grant, the Master Plan Update would have been delayed by a year in order to build up another year's worth of \$150,000 NPE funding. The total project cost for the AGIS project alone is \$154,600.

**April Update:** *Precision Approach Engineering (PAE) is now in the process of developing grant closeout documents for the Taxiway and AGIS portion of this grant.*

### Harkenrider Center

In January 2015, the City was awarded a \$2 million Oregon Community Development Block Grant through the Oregon Infrastructure Finance Authority for construction of a new Senior Center. The grant has a required cash match of \$73,242 and must complete the project by spring of 2018. In June 2016, City Council added \$750,000 to the project for a 3,800 sf basement and elevator. The estimated completion is spring of 2018.

**April Update:** *The City has expended \$2,527,981 on the project life-to-date. The current construction includes the elevator and parking lot. The Seniors raised \$75K for kitchen equipment that will be installed this summer. The estimated completion for the building is April 30, 2018. Once the building is complete, improvements to the parking lot and landscaping will begin in anticipation of a building dedication on September 10, 2018.*

### Traffic Control – 11<sup>th</sup> & Elm

This project is a \$1.6M ODOT-led project to install a full traffic signal at the intersection of Elm Avenue and NW 11<sup>th</sup> as well as a left-turn lane for southbound traffic into Good Shepherd Medical Center's entrance on NW 11<sup>th</sup>. It will also complete a bike/pedestrian crossing with flashing beacon at GSMC's NW 11<sup>th</sup> entrance where the Oxbow Trail currently terminates. ODOT is leading the design and construction.

**April Update:** *ODOT has now taken full control of this project.*

### West Highland Trail

This project is to create a bike lane and/or separated trail on the south side of West Highland Avenue between SW 11th Street and Riverfront Park. A bike lane will be striped where there are existing sidewalks on the south side of West Highland and a separated path will be built where there are no existing curbs or sidewalks. The project is funded by a grant from ODOT.

**April Update:** *\$362.70 was spent on bidding this project in April. Bids are scheduled to be opened on May 10.*



**2017-2018 Monthly Financial Report**  
**City of Hermiston, Oregon**  
**Investments**  
**For the Month Ending April 30, 2018**

**Investment Report**  
**by Type**

<b>Cusip No.</b>	<b>Par Value</b>	<b>Principal Cost</b>	<b>Market Value</b>	<b>Issuer</b>	<b>Rating Moody's/S&amp;P</b>	<b>Days to Maturity</b>	<b>Callable Y/N</b>	<b>Yield to Maturity (YTM)</b>
3135G0G31	\$ 2,000,000	\$ 1,993,600	\$ 1,980,510	FNMA	Aaa/AA+	274	Y	1.28
76116FAA5	\$ 2,062,000	\$ 1,999,998	\$ 1,983,957	REFCORP	Aaa/AA+	533	N	0.95
3133EGLA1	\$ 1,000,000	\$ 1,001,020	\$ 975,440	FFCB	Aaa/AA+	623	Y	1.14
76116FAD9	\$ 1,051,000	\$ 999,083	\$ 991,880	REFCORP	Aaa/AA+	807	N	2.05
3130A9SY8	\$ 1,010,000	\$ 996,574	\$ 976,994	FHLB	Aaa/AA+	910	Y	1.72
<b>US Agencies</b>	<b>\$ 7,123,000</b>	<b>\$ 6,990,275</b>	<b>\$ 6,908,782</b>	---	---	---	---	---
LGIP	\$ 7,588,144	\$ 7,588,144	\$ 7,588,144	Varies	---/AA	1	N	N
<b>LGIP</b>	<b>\$ 7,588,144</b>	<b>\$ 7,588,144</b>	<b>\$ 7,588,144</b>	---	---	---	---	---
<b>TOTAL</b>	<b>\$ 14,711,144</b>	<b>\$ 14,578,419</b>	<b>\$ 14,496,926</b>	---	---	---	---	<b>2.1</b>

*The City of Hermiston has established certain policies for its investments. In order to limit credit and interest rate risk, investments are diversified by security type, maturity, issuer, and call provisions. At least 25% of funds available for investing will be invested in the Local Government Investment Pool (LGIP), with a qualified depository institution, or investments maturing in less than 90 days. 50% or more of the portfolio will be invested in securities maturing in less than three years. The maximum average maturity for the portfolio shall be 3 years and the maximum maturity of individual securities in the portfolio shall be 5 years. No more than 75% of the portfolio may be callable. The minimum weighted average credit rating of the portfolio's investments shall be Aa/AA by Moody's and Standard & Poor's respectively.*

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# Monthly Financial Report

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*Where Life is Sweet*

# 2017-2018 Monthly Financial Report

## Hermiston Urban Renewal Agency (HURA)

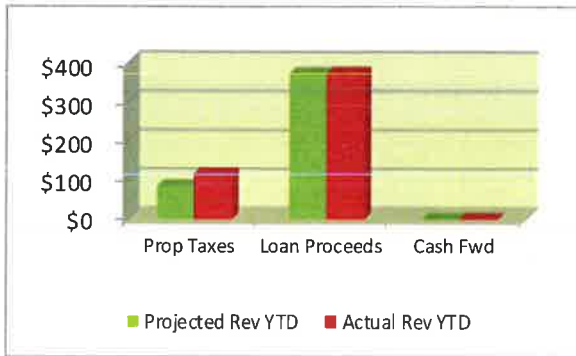
### For the Month Ending December 31, 2017

#### Resources

Through December 31, 2017

by Category

(in \$1,000)



	Annual Proj Rev	Projected Rev YTD	Actual Rev YTD	Var Fav/ (Unfav)	% Var
Prop Taxes	\$ 132	\$ 85	\$ 116	\$ (31)	(36%)
Loan Proceeds	1,500	\$ 375	375	0	0%
Cash Fwd	17	\$ -	-	-	0%
<b>Total</b>	<b>\$ 1,649</b>	<b>\$ 460</b>	<b>\$ 491</b>	<b>\$ (31)</b>	<b>(7%)</b>

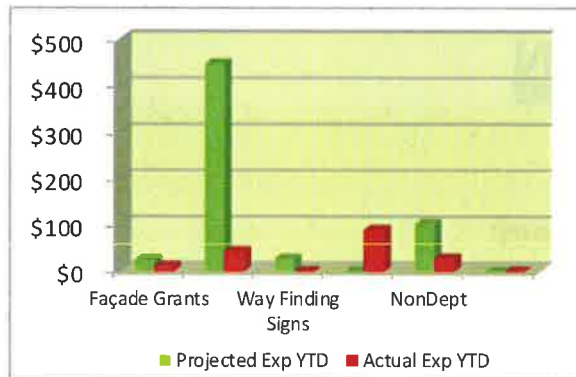
Note: variance is calculated as a percent of the projected revenue YTD.

#### Expenditures

Through December 31, 2017

by Character

(in \$1,000)



	Annual Proj Exp	Projected Exp YTD	Actual Exp YTD	Var Fav/ (Unfav)	% Var
Façade Grants	\$ 50	\$ 25	\$ 11	\$ 14	55%
Festival St	900	450	43	407	90%
Way Finding Signs	55	28	-	28	100%
Parking Improv.	-	-	90	(90)	0%
NonDept	206	103	28	75	71%
Res for Fut Exp	438	-	-	-	0%
<b>Total</b>	<b>\$ 1,649</b>	<b>\$ 606</b>	<b>\$ 172</b>	<b>\$ 433</b>	<b>72%</b>

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

The 2017-2018 budget for the Urban Renewal Agency is \$ 1,649,350. This includes \$50,000 for Façade grants, \$900,000 for the Festival Street project, \$3,000 in administrative costs, \$203,829 for Loan Repayment to the City, and \$437,521 which is reserved for future expenditure.

\*\*As of the end of December, Festival Street spent \$27,300 on final design, engineering costs, and the preparation of bid documents. This concludes the design engineering contract for the project. The project is out to bid and bids will be opened on Jan 11, 2018. Construction engineering and contractor construction will be the next phase of the project. Construction is estimated to be completed by Memorial Day.

\*\*A Façade Grant was issued to Shelia Cozad for awning and façade improvements to 215 E. Main St. in the amount of \$4,024.

\*\*New last month was the addition of the Parking Improvement category. Mitco Investments was issued \$90,000 per the agreement made with the City for parking access adjacent to the Maxwell Event Center

# 2017-2018 Monthly Financial Report

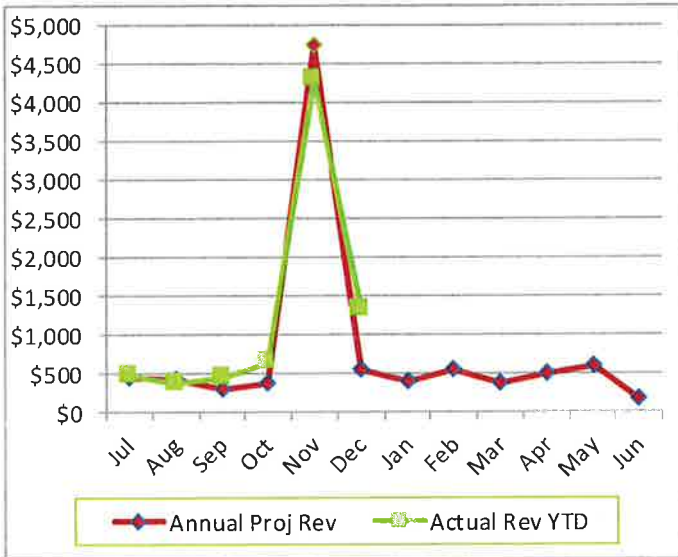
City of Hermiston, Oregon

General Fund Resources

For the Month Ending December 31, 2017

Through December 31, 2017

## All Resources



	Annual Proj Rev	Proj Rev YTD	Actual Rev YTD	Var Fav/ (Unfav)	% Var
Jul	\$ 444	\$ 444	\$ 492	\$ 48	11%
Aug	\$ 421	\$ 421	\$ 393	\$ (29)	(7%)
Sep	314	\$ 314	\$ 457	\$ 144	46%
Oct	388	\$ 388	\$ 667	\$ 279	72%
Nov	4,759	\$ 4,759	\$ 4,303	\$ (456)	(10%)
Dec	563	\$ 563	\$ 1,323	\$ 761	135%
Jan	394				
Feb	560				
Mar	377				
Apr	501				
May	607				
Jun	185				
<b>Total</b>	<b>9,512</b>	<b>6,889</b>	<b>7,635</b>	<b>746</b>	<b>11%</b>
Cash Fwd	3,004	-	-	-	0%
<b>Total</b>	<b>\$ 12,516</b>	<b>\$ 6,889</b>	<b>\$ 7,635</b>	<b>746</b>	<b>11%</b>

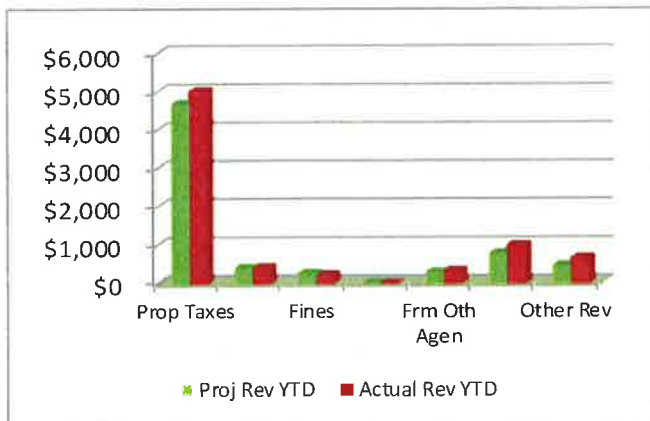
Estimated General Fund revenues for the 2017-18 fiscal year are \$9.5 million. Projected revenues through December are \$6,889,000 compared to actual revenues of \$7,635,000, a positive variance of \$746,000. Fines came in under projected amount by \$38K. This is offset by a positive variance from Property Taxes \$336K, Service Charges \$215K, and Other Revenues at \$188K, all higher than expected.

## General Fund Revenue

by Category

Through December 31, 2017

(in \$1,000)



	Annual Proj Rev	Proj Rev YTD	Actual Rev YTD	Var Fav/ (Unfav)	% Var
Prop Taxes	\$ 5,168	\$ 4,682	\$ 5,019	\$ 336	7%
Lic	836	\$ 399	411	12	3%
Fines	549	\$ 264	225	(38)	(15%)
Interest Rev	35	\$ 16	10	(6)	(39%)
Frm Oth Agen	573	\$ 289	329	40	14%
Svc Chgs	1,478	\$ 779	994	215	28%
Other Rev	874	\$ 459	648	188	41%
Cash Fwd	3,004	-	-	-	0%
<b>Total</b>	<b>\$12,516</b>	<b>\$ 6,889</b>	<b>\$ 7,635</b>	<b>\$ 746</b>	<b>11%</b>

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



# 2017-2018 Monthly Financial Report

## City of Hermiston, Oregon General Fund Expenditures

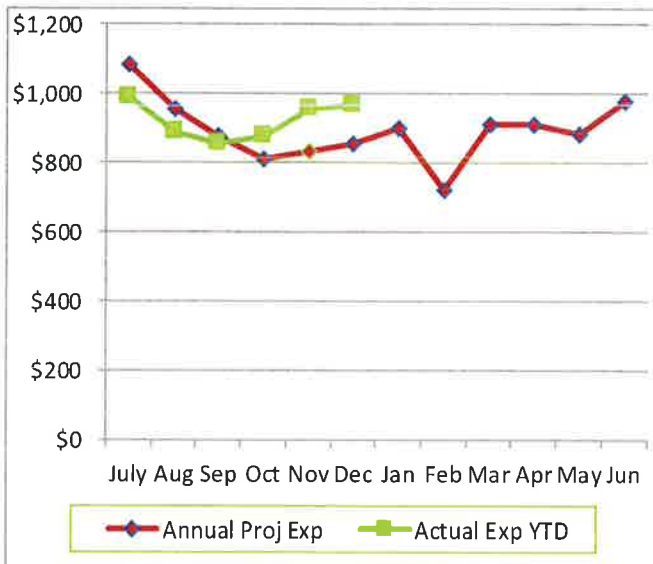
For the Month Ending December 31, 2017

### General Fund Expenditure Summary

Through December 31, 2017

All Requirements

(in \$1,000)



	Annual Proj Exp	Projected Exp YTD	Actual Exp YTD	Var Fav/ (Unfav)	% Var
July	\$ 1,084	\$ 1,084	\$ 988	\$ 96	9%
Aug	\$ 955	\$ 955	\$ 890	\$ 65	7%
Sep	\$ 879	\$ 879	\$ 855	\$ 24	3%
Oct	\$ 810	\$ 810	\$ 877	\$ (68)	(8%)
Nov	\$ 833	\$ 833	\$ 955	\$ (122)	(15%)
Dec	\$ 858	\$ 858	\$ 966	\$ (108)	(13%)
Jan	\$ 900				
Feb	\$ 726				
Mar	\$ 912				
Apr	\$ 911				
May	\$ 885				
Jun	\$ 981				
<b>Total</b>	<b>10,732</b>	<b>5,418</b>	<b>5,531</b>	<b>(112)</b>	<b>(2%)</b>
Unapp	1,784	-	-	-	0%
<b>Total</b>	<b>\$ 12,516</b>	<b>\$ 5,418</b>	<b>\$ 5,531</b>	<b>\$ (112)</b>	<b>(2%)</b>

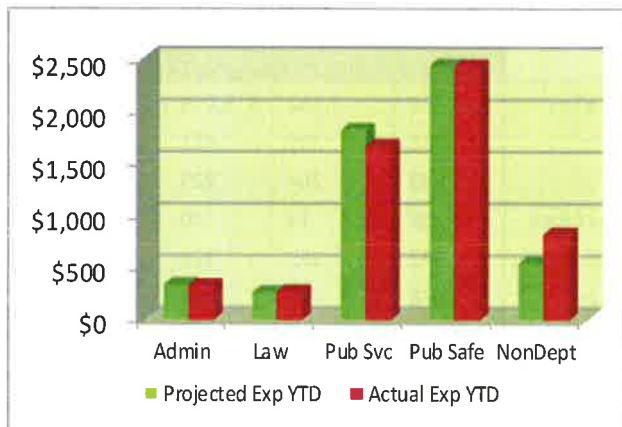
Projected General Fund expenditures for December are \$5,418,000. Actual expenditures are \$112,000 higher than projected at \$5,631,000. Public Services has the highest savings at \$154,000. Non-Departmental is negative due to extra engineering costs with Anderson Perry.

### General Fund Expenditures

Through December 31, 2017

by Consolidated Department

(in \$1,000)



	Annual Proj Exp	Projected Exp YTD	Actual Exp YTD	Var Fav/ (Unfav)	% Var
Admin	\$ 681	338	326	12	4%
Law	524	263	269	(6)	(2%)
Pub Svc	3,459	1,826	1,671	154	8%
Pub Safe	4,868	2,449	2,441	8	0%
NonDept	2,984	544	824	(280)	(52%)
Unapp	-	-	-	-	0%
<b>Total</b>	<b>\$12,516</b>	<b>\$ 5,418</b>	<b>\$ 5,531</b>	<b>\$ (112)</b>	<b>(2%)</b>

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

# 2017-2018 Monthly Financial Report

## General Fund Expenditure Detail

### For the Month Ending December 31, 2017

#### General Fund Expenditures by Department

	Annual Projected			Var Fav/ (Unfav)	% Var Fav/ (Unfav)
	Exp	Projected Exp YTD	Actual Exp YTD		
City Council	61,260	34,280	33,645	635	2%
City Manager/Planning	493,310	243,507	235,986	7,521	3%
Finance	127,210	59,742	55,988	3,754	6%
<b>Total Admin &amp; Finance</b>	<b>681,780</b>	<b>337,528</b>	<b>325,618</b>	<b>11,911</b>	<b>4%</b>
Legal	85,250	40,789	46,375	(5,586)	(14%)
Court	439,285	221,736	222,421	(685)	(0%)
<b>Total Dept of Law</b>	<b>524,535</b>	<b>262,525</b>	<b>268,796</b>	<b>(6,271)</b>	<b>(2%)</b>
Transportation	274,300	136,732	102,544	34,187	25%
Airport	252,120	143,300	120,987	22,314	16%
Bldg Inspection	381,910	187,493	186,111	1,383	1%
Parks	496,120	250,141	271,081	(20,939)	(8%)
Parks/Utility Landscaping	43,975	11,164	15,761	(4,597)	(41%)
Pool	417,140	276,480	247,146	29,334	11%
Municipal Buildings	124,240	76,928	35,676	41,252	54%
Library	789,530	392,939	360,751	32,189	8%
Recreation	679,995	350,495	331,121	19,374	6%
<b>Total Public Services</b>	<b>3,459,330</b>	<b>1,825,673</b>	<b>1,671,178</b>	<b>154,496</b>	<b>8%</b>
Public Safety Center	89,400	45,719	37,400	8,320	18%
Police Operations	4,777,705	2,403,217	2,403,769	(552)	(0%)
<b>Total Public Safety</b>	<b>4,867,105</b>	<b>2,448,936</b>	<b>2,441,169</b>	<b>7,767</b>	<b>0%</b>
Non-Departmental	1,199,645	543,814	824,126	(280,312)	(52%)
Unappropriated	1,783,720	0	0	0	0%
<b>Total Non-Dept</b>	<b>2,983,365</b>	<b>543,814</b>	<b>824,126</b>	<b>(280,312)</b>	<b>(52%)</b>
<b>Total</b>	<b>12,516,115</b>	<b>5,418,477</b>	<b>5,530,886</b>	<b>(112,409)</b>	<b>(2%)</b>

Within the Public Services category, Municipal Buildings holds the greatest amount of savings dollar-wise at \$41,000, followed by Transportation at \$34,000 and the Library at \$32,000. Non-Departmental is \$280,000 over projected expenditures due to engineering costs.

# 2017-2018 Monthly Financial Report

## Fund Balance - General Fund

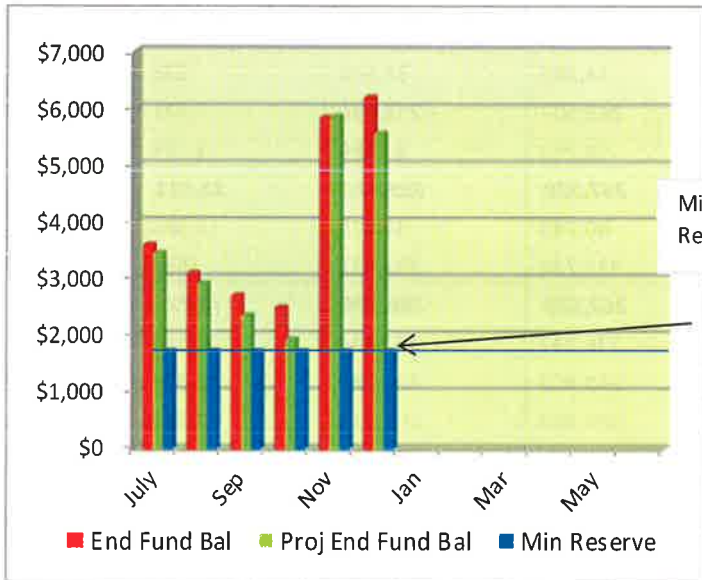
For the Month Ending December 31, 2017

### General Fund

Through December 31, 2017

### Ending Fund Balance

(in \$1,000)



Minimum Reserve = \$1,731,076

	Begin			End Fund	Proj End
	Fund Bal	Rev	Exp	Bal	Fund Bal
July	\$ 4,097	\$ 492	\$ (988)	\$ 3,601	\$ 3,457
Aug	\$ 3,601	\$ 393	\$ (890)	\$ 3,104	\$ 2,923
Sep	\$ 3,104	\$ 457	\$ (855)	\$ 2,706	\$ 2,358
Oct	\$ 2,706	\$ 667	\$ (877)	\$ 2,496	\$ 1,936
Nov	\$ 2,496	\$4,303	\$ (955)	\$ 5,844	\$ 5,863
Dec	\$ 5,844	\$1,323	\$ (966)	\$ 6,201	\$ 5,567
Jan					
Feb					
Mar					
Apr					
May					
June					
<b>Total</b>	<b>\$ 4,097</b>	<b>\$7,635</b>	<b>\$ (5,531)</b>	<b>\$ 6,201</b>	<b>\$ 5,567</b>

As of the end of December the General fund balance is \$6,201,000, compared to a projected fund balance of \$5,567,000 for a variance of \$634,000. Since the beginning of the fiscal year the fund balance has increased by \$2.6 million.

# 2017-2018 Monthly Financial Report

## Special Revenue Funds Report

### For the Month Ending December 31, 2017

#### Special Revenue Funds Resources & Requirements

	2017-18		Remaining Budget
	Annual Budget	Actual YTD	
<b>Bonded Debt Fund</b>			
Resources	2,206,540	1,371,638	834,902
Expenditures	2,021,540	1,399,491	622,049
Unappropriated Balance	185,000	N/A	N/A
<b>Transient Room Tax (TRT)</b>			
Resources	839,700	529,939	309,761
Expenditures	744,410	532,499	211,911
Unappropriated Balance	95,290	N/A	N/A
<b>Recreation Special Revenue</b>			
Resources	68,000	-	68,000
Expenditures	-	-	-
Unappropriated Balance	68,000	N/A	N/A
<b>Reserve Fund</b>			
Resources	6,352,358	1,281,828	5,070,530
Expenditures	5,299,861	1,296,265	4,003,596
Unappropriated Balance	1,052,497	N/A	N/A
<b>Municipal Court Special Revenue</b>			
Resources	281,900	90,381	191,519
Expenditures	260,100	103,602	156,498
Unappropriated Balance	21,800	N/A	N/A
<b>Miscellaneous Special Revenue</b>			
Resources	496,145	19,716	476,429
Expenditures	496,145	247,895	248,250
Unappropriated Balance	-	N/A	N/A
<b>Conference Center</b>			
Resources	221,750	86,661	135,089
Expenditures	215,628	80,613	135,015
Unappropriated Balance	6,122	N/A	N/A
<b>Christmas Express Special Revenue</b>			
Resources	39,000	6,663	32,337
Expenditures	35,000	11,776	23,224
Unappropriated Balance	4,000	N/A	N/A
<b>Law Enforcement Special Revenue</b>			
Resources	83,475	16,974	66,501
Expenditures	20,000	818	19,182
Unappropriated Balance	63,475	N/A	N/A
<b>Library Special Revenue</b>			
Resources	62,995	12,175	50,820
Expenditures	50,260	672	49,588
Unappropriated Balance	12,735	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.



# 2017-2018 Monthly Financial Report

## Utility and Street Funds Report

For the Month Ending December 31, 2017

### Utility and Street Funds Report

#### Resources & Expenditures

	2017-18			Variance	
	Annual Budget	Projected YTD	Actual YTD	Fav/(Unfav)	% Variance
<b>Street Fund</b>					
Resources	1,831,230	455,000	485,492	30,492	7%
Expenditures	1,594,359	676,191	506,760	169,431	25%
Contingency/Unapp Balance	236,871	N/A	N/A	N/A	N/A

<b>Utility Fund</b>					
Resources	6,795,865	2,984,433	3,217,237	232,805	8%
Expenditures	6,048,825	3,312,548	2,903,343	409,205	12%
Contingency/Unapp Balance	747,040	N/A	N/A	N/A	N/A

<b>HES Fund</b>					
Resources	11,949,950	4,259,600	4,388,625	129,025	3%
Expenditures	9,963,380	4,981,690	4,928,383	53,307	1%
Contingency/Unapp Balance	1,986,570	N/A	N/A	N/A	N/A

<b>Regional Water Fund</b>					
Resources	1,497,265	383,133	556,960	173,828	45%
Expenditures	739,160	369,580	580,184	(210,604)	(57%)
Contingency/Unapp Balance	758,105	N/A	N/A	N/A	N/A

Revenues in the Street fund are \$30,492 above projections through December, a 7% favorable variance. Expenditures are \$169,431 less than expected, in which we could see an increase in expenditures due to weather as winter arrives.

Revenues in the Utility fund came in at \$232,805 over projections, due mainly to a 5% increase in water usage resulting in higher utility bills. Expenditures for the Utility fund are \$409,000 under projections for a net favorable difference of \$409,000.

HES fund revenues came within 3% of projections, with a favorable variance of \$173,828. Expenditures came in over projections by \$210,000, due to a large FF&C bond payment.

The Regional Water revenues are nearly \$173,828 higher than expected. Expenditures are \$210,600 higher than projected, due to the VADATA Amazon project that began in October.

# 2017-18 Monthly Financial Report

City of Hermiston, Oregon

Capital Projects Report

For the Month Ending December 31, 2017

## Capital Projects

	2017-2018 Budget	YTD Expenditures	LTD Budget	LTD Expenditures	% Complete
Airport GIS (AGIS) Mapping Project	\$ 300,000	\$ 42,827	\$ 300,000	\$ 124,918	80%
Harkenrider Center	2,084,300	1,524,882	2,084,300	2,061,365	99%
11th & Elm	773,710	773,710	813,710	825,210	6%
West Highland Trail	177,000	46,466	177,000	85,266	48%
<b>Total</b>	<b>\$ 3,335,010</b>	<b>\$ 2,387,885</b>	<b>\$ 3,375,010</b>	<b>\$ 3,096,758</b>	

### Airport Improvements

The AGIS mapping project will provide highly accurate mapping of all facilities at the Airport, which will be loaded into the FAA's system. This work was added as part of the City's existing grant to relocate the parallel taxiway and is a requirement of airports when their Master Plans are updated. The City is scheduled to update the Master Plan in 2017 for an estimated \$300,000. If this work had not been added to the City's existing grant, the Master Plan Update would have been delayed by a year in order to build up another year's worth of \$150,000 NPE funding. The total project cost for the AGIS project alone is \$154,600.

**December Update:** *Precision Approach Engineering (PAE) is now in the process of developing grant closeout documents for the Taxiway and AGIS portion of this grant.*

### Harkenrider Center

In January 2015, the City was awarded a \$2 million Oregon Community Development Block Grant through the Oregon Infrastructure Finance Authority for construction of a new Senior Center. The grant has a required cash match of \$73,242 and must complete the project by spring of 2018. In June 2016, City Council added \$750,000 to the project for a 3,800 sf basement and elevator. The estimated completion is spring of 2018.

**December Update:** *The City has expended \$2,061,365 on the project life-to-date. Expenditures in December are \$278,718. Current work includes insulation being installed along with the electrical work. Also, the installation of sheetrock has begun, and many of the walls have been completed.*

### Traffic Control – 11<sup>th</sup> & Elm

This project is a \$1.6M ODOT-led project to install a full traffic signal at the intersection of Elm Avenue and NW 11<sup>th</sup> as well as a left-turn lane for southbound traffic into Good Shepherd Medical Center's entrance on NW 11<sup>th</sup>. It will also complete a bike/pedestrian crossing with flashing beacon at GSMC's NW 11<sup>th</sup> entrance where the Oxbow Trail currently terminates. ODOT is leading the design and construction.

**December Update:** *GSMC has reimbursed the City \$450,000 for the local share of the project. All the local funding is now being held by ODOT to complete the project. Pre-construction meetings are scheduled with the contractor for January.*

### West Highland Trail

This project is to create a bike lane and/or separated trail on the south side of West Highland Avenue between SW 11th Street and Riverfront Park. A bike lane will be striped where there are existing sidewalks on the south side of West Highland and a separated path will be built where there are no existing curbs or sidewalks. The project is funded by a grant from ODOT

**December Update:** *\$34,000 was spent on engineering and design in December. One property owner has signed their easement dedication. The remaining property owners have until the second week of January to reply to ODOT.*

**2017-2018 Monthly Financial Report**  
**City of Hermiston, Oregon**  
**Investments**  
**For the Month Ending December 31, 2017**

**Investment Report**  
**by Type**

Cusip No.	Par Value	Principal Cost	Market Value	Issuer	Rating Moody's/S&P	Days to Maturity	Callable Y/N	Yield to Maturity (YTM)
3135G0G31	\$ 2,000,000	\$ 1,993,600	\$ 1,983,868	FNMA	Aaa/AA+	394	Y	1.28
76116FAA5	\$ 2,062,000	\$ 1,999,998	\$ 1,992,739	REFCORP	Aaa/AA+	653	N	0.95
3133EGLA1	\$ 1,000,000	\$ 1,001,020	\$ 983,286	FFCB	Aaa/AA+	743	Y	1.14
3137EADN6	\$ 1,000,000	\$ 978,757	\$ 999,782	FHLMC	Aaa/AA+	12	N	1.29
3130A9SY8	\$ 1,010,000	\$ 996,574	\$ 987,740	FHLB	Aaa/AA+	1,030	Y	1.72
<b>US Agencies</b>	<b>\$ 7,072,000</b>	<b>\$ 6,969,949</b>	<b>\$ 6,947,415</b>	---	---	---	---	---
LGIP	\$ 7,540,868	\$ 7,540,868	\$ 7,540,868	Varies	---/AA	1	N	N
LGIP	\$ 7,540,868	\$ 7,540,868	\$ 7,540,868	---	---	---	---	---
<b>TOTAL</b>	<b>\$ 14,612,868</b>	<b>\$ 14,510,817</b>	<b>\$ 14,488,283</b>	---	---	---	---	<b>1.27</b>

*The City of Hermiston has established certain policies for its investments. In order to limit credit and interest rate risk, investments are diversified by security type, maturity, issuer, and call provisions. At least 25% of funds available for investing will be invested in the Local Government Investment Pool (LGIP), with a qualified depository institution, or investments maturing in less than 90 days. 50% or more of the portfolio will be invested in securities maturing in less than three years. The maximum average maturity for the portfolio shall be 3 years and the maximum maturity of individual securities in the portfolio shall be 5 years. No more than 75% of the portfolio may be callable. The minimum weighted average credit rating of the portfolio's investments shall be Aa/AA by Moody's and Standard & Poor's respectively.*

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# Monthly Financial Report

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*Where Life is Sweet*

*Includes the Hermiston Urban Renewal Agency*

**Finance Department  
February 2018  
(Unaudited)**



# 2017-2018 Monthly Financial Report

## Hermiston Urban Renewal Agency (HURA)

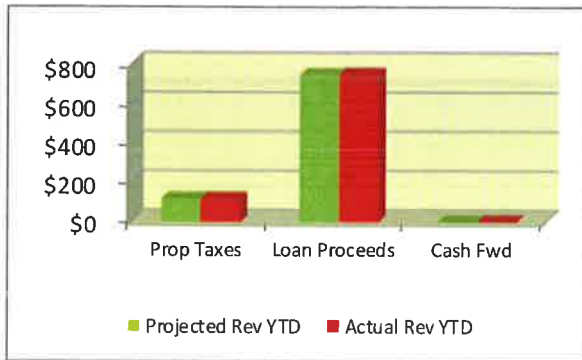
### For the Month Ending February 28, 2018

#### Resources

Through February 28, 2018

by Category

(in \$1,000)



	Annual Proj Rev	Projected Rev YTD	Actual Rev YTD	Var Fav/ (Unfav)	% Var
Prop Taxes	\$ 132	\$ 118	\$ 117	\$ (1)	(1%)
Loan Proceeds	1,500	\$ 750	750	0	0%
Cash Fwd	17	\$ -	-	-	0%
<b>Total</b>	<b>\$ 1,649</b>	<b>\$ 868</b>	<b>\$ 867</b>	<b>\$ (1)</b>	<b>(0%)</b>

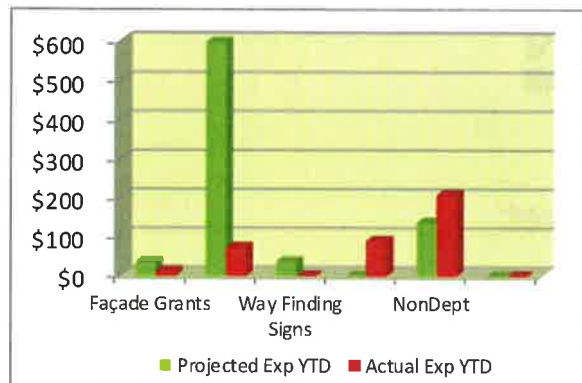
Note: variance is calculated as a percent of the projected revenue YTD.

#### Expenditures

Through February 28, 2018

by Character

(in \$1,000)



	Annual Proj Exp	Projected Exp YTD	Actual Exp YTD	Var Fav/ (Unfav)	% Var
Façade Grants	\$ 50	\$ 33	\$ 12	\$ 21	64%
Festival St	900	600	73	527	88%
Way Finding Signs	55	37	-	37	100%
Parking Improv.	-	-	90	(90)	0%
NonDept	206	137	208	(71)	(53%)
Res for Fut Exp	438	-	-	-	0%
<b>Total</b>	<b>\$ 1,649</b>	<b>\$ 807</b>	<b>\$ 383</b>	<b>\$ 424</b>	<b>53%</b>

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

The 2017-2018 budget for the Urban Renewal Agency is \$ 1,649,350. This includes \$50,000 for Façade grants, \$900,000 for the Festival Street project, \$3,000 in administrative costs, \$203,829 for Loan Repayment to the City, and \$437,521 which is reserved for future expenditure.

\*\*Festival Street began work on 2<sup>nd</sup> Street in February. The project is estimated to be completed by Memorial Day.

\*\*Façade Grant was issued for Jose Valle, west Hermiston Avenue for \$625.00 in February.

# 2017-2018 Monthly Financial Report

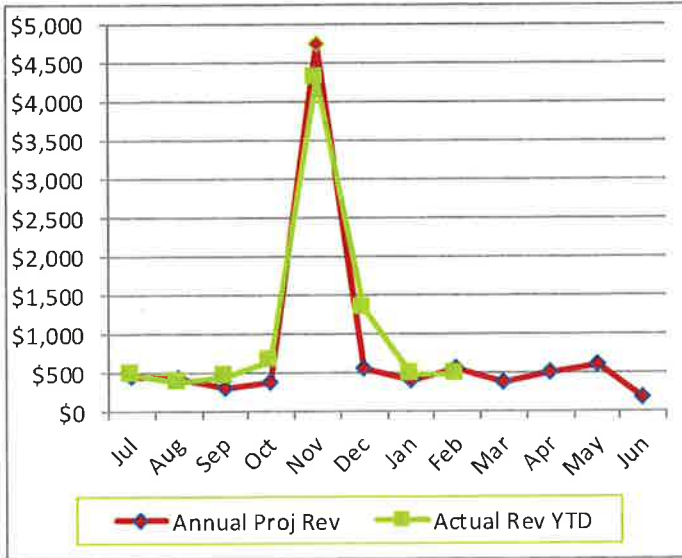
City of Hermiston, Oregon

General Fund Resources

For the Month Ending February 28, 2018

Through February 28, 2018

## All Resources



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Jan	394	\$ 394	\$ 484	\$ 90	23%
Feb	560	\$ 560	\$ 480	\$ (81)	(14%)
Mar	377				
Apr	501				
May	607				
Jun	185				
<b>Total</b>	<b>9,512</b>	<b>7,843</b>	<b>8,599</b>	<b>756</b>	<b>10%</b>
Cash Fwd	3,004	-	-	-	0%
<b>Total</b>	<b>\$ 12,516</b>	<b>\$ 7,843</b>	<b>\$ 8,599</b>	<b>756</b>	<b>10%</b>

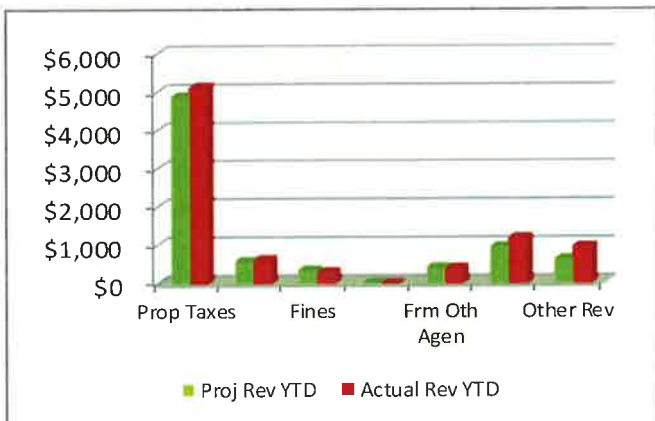
Estimated General Fund revenues for the 2017-18 fiscal year are \$9.5 million. Projected revenues through February are \$7,843,000 compared to actual revenues of \$8,599,000, a positive variance of \$756,000. Fines came in under projected amount by \$56K. This is offset by a positive variance from Property Taxes \$243K, Service Charges \$231K, and Other Revenues at \$326K, all higher than expected.

## General Fund Revenue

Through February 28, 2018

by Category

(in \$1,000)



	Annual Proj Rev	Proj Rev YTD	Actual Rev YTD	Var Fav/ (Unfav)	% Var
Prop Taxes	\$ 5,168	\$ 4,889	\$ 5,131	\$ 243	5%
Lic	836	\$ 578	616	38	7%
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Interest Rev	35	\$ 26	12	(13)	(52%)
Fr m Oth Agen	573	\$ 416	402	(14)	(3%)
Svc Chgs	1,478	\$ 955	1,186	231	24%
Other Rev	874	\$ 625	951	326	52%
Cash Fwd	3,004	-	-	-	0%
<b>Total</b>	<b>\$ 12,516</b>	<b>\$ 7,843</b>	<b>\$ 8,599</b>	<b>\$ 756</b>	<b>10%</b>

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

# 2017-2018 Monthly Financial Report

City of Hermiston, Oregon  
General Fund Expenditures

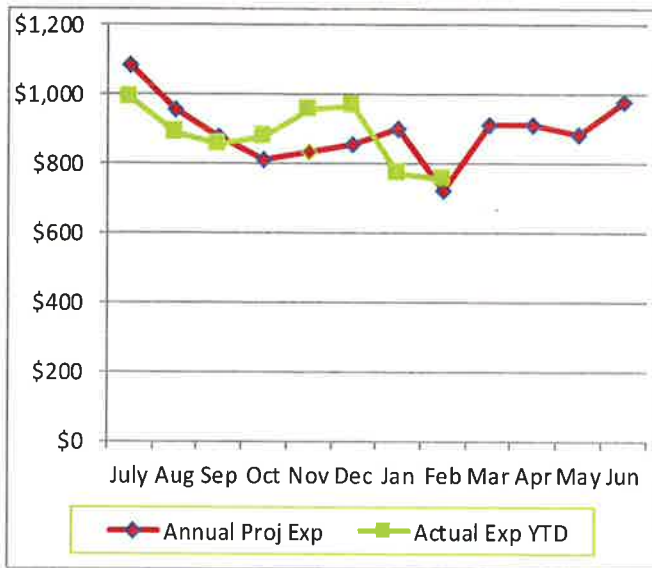
For the Month Ending February 28, 2018

## General Fund Expenditure Summary

Through February 28, 2018

All Requirements

(in \$1,000)



	Annual Proj Exp	Projected Exp YTD	Actual Exp YTD	Var Fav/ (Unfav)	% Var
July	\$ 1,084	\$ 1,084	\$ 988	\$ 96	9%
Aug	\$ 955	\$ 955	\$ 890	\$ 65	7%
Sep	\$ 879	\$ 879	\$ 855	\$ 24	3%
Oct	\$ 810	\$ 810	\$ 877	\$ (68)	(8%)
Nov	\$ 833	\$ 833	\$ 955	\$ (122)	(15%)
Dec	\$ 858	\$ 858	\$ 966	\$ (108)	(13%)
Jan	\$ 900	\$ 900	\$ 773	\$ 126	14%
Feb	\$ 726	\$ 726	\$ 757	\$ (31)	(4%)
Mar	\$ 912				
Apr	\$ 911				
May	\$ 885				
Jun	\$ 981				
<b>Total</b>	<b>10,732</b>	<b>7,044</b>	<b>7,061</b>	<b>(17)</b>	<b>(1%)</b>
Unapp	1,784	-	-	-	0%
<b>Total</b>	<b>\$ 12,516</b>	<b>\$ 7,044</b>	<b>\$ 7,061</b>	<b>\$ (17)</b>	<b>(1%)</b>

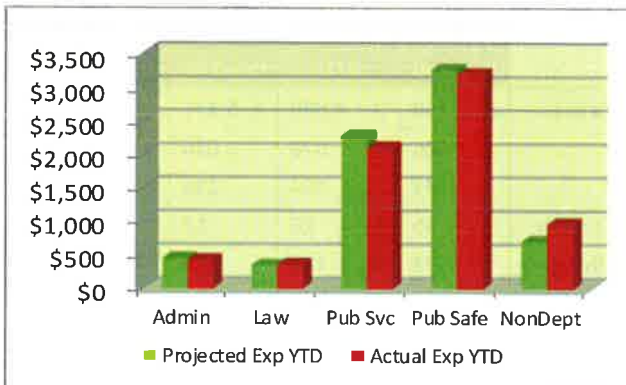
Projected General Fund expenditures for February are \$7,044,000. Actual expenditures are \$17,000 higher than projected at \$7,061,000. Public Services has the highest savings at \$165,000. Non-Departmental is negative due to extra engineering costs for the Regional Water Development.

## General Fund Expenditures

Through February 28, 2018

by Consolidated Department

(in \$1,000)



	Annual Proj Exp	Projected Exp YTD	Actual Exp YTD	Var Fav/ (Unfav)	% Var
Admin	\$ 681	451	428	23	5%
Law	524	348	358	(10)	(3%)
Pub Svc	3,459	2,271	2,106	165	7%
Pub Safe	4,868	3,269	3,203	66	2%
NonDept	2,984	705	967	(261)	(37%)
Unapp	-	-	-	-	0%
<b>Total</b>	<b>\$12,516</b>	<b>\$ 7,044</b>	<b>\$ 7,061</b>	<b>\$ (17)</b>	<b>(1%)</b>

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

# 2017-2018 Monthly Financial Report

## General Fund Expenditure Detail

For the Month Ending February 28, 2018

### General Fund Expenditures by Department

	Annual Projected			Var Fav/ (Unfav)	% Var Fav/ (Unfav)
	Exp	Projected Exp YTD	Actual Exp YTD		
City Council	61,260	41,230	39,893	1,338	3%
City Manager/Planning	493,310	326,998	311,792	15,206	5%
Finance	127,210	82,413	76,083	6,330	8%
<b>Total Admin &amp; Finance</b>	<b>681,780</b>	<b>450,641</b>	<b>427,767</b>	<b>22,874</b>	<b>5%</b>
Legal	85,250	53,435	65,518	(12,083)	(23%)
Court	439,285	294,288	292,062	2,227	1%
<b>Total Dept of Law</b>	<b>524,535</b>	<b>347,723</b>	<b>357,579</b>	<b>(9,856)</b>	<b>(3%)</b>
Transportation	274,300	173,399	126,413	46,986	27%
Airport	252,120	176,766	154,952	21,814	12%
Bldg Inspection	381,910	252,692	249,274	3,418	1%
Parks	496,120	307,546	316,842	(9,296)	(3%)
Parks/Utility Landscaping	43,975	17,726	18,261	(535)	(3%)
Pool	417,140	289,285	265,664	23,622	8%
Municipal Buildings	124,240	89,560	53,970	35,591	40%
Library	789,530	519,324	481,971	37,353	7%
Recreation	679,995	451,240	438,284	12,956	3%
<b>Total Public Services</b>	<b>3,459,330</b>	<b>2,277,539</b>	<b>2,105,631</b>	<b>171,907</b>	<b>8%</b>
Public Safety Center	89,400	62,420	48,308	14,112	23%
Police Operations	4,777,705	3,206,413	3,154,793	51,619	2%
<b>Total Public Safety</b>	<b>4,867,105</b>	<b>3,268,833</b>	<b>3,203,101</b>	<b>65,732</b>	<b>2%</b>
Non-Departmental	1,199,645	705,481	966,639	(261,158)	(37%)
Unappropriated	1,783,720	0	0	0	0%
<b>Total Non-Dept</b>	<b>2,983,365</b>	<b>705,481</b>	<b>966,639</b>	<b>(261,158)</b>	<b>(37%)</b>
<b>Total</b>	<b>12,516,115</b>	<b>7,050,217</b>	<b>7,060,719</b>	<b>(10,502)</b>	<b>(0%)</b>

Positive variances in the departments range from 1% in the Court to 40% in Municipal Buildings. Non-Departmental is \$261,000 over projected expenditures due to engineering costs.



# 2017-2018 Monthly Financial Report

## Fund Balance - General Fund

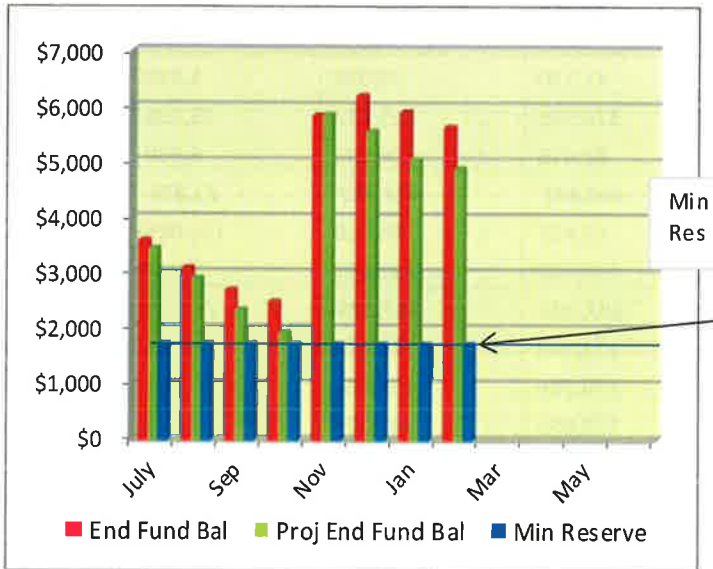
For the Month Ending February 28, 2018

### General Fund

Through February 28, 2018

Ending Fund Balance

(in \$1,000)



Minimum Reserve = \$1,731,076

	Begin Fund Bal	Rev	Exp	End Fund Bal	Proj End Fund Bal
July	\$ 4,097	\$ 492	\$ (988)	\$ 3,601	\$ 3,457
Aug	\$ 3,601	\$ 393	\$ (890)	\$ 3,104	\$ 2,923
Sep	\$ 3,104	\$ 457	\$ (855)	\$ 2,706	\$ 2,358
Oct	\$ 2,706	\$ 667	\$ (877)	\$ 2,496	\$ 1,936
Nov	\$ 2,496	\$4,303	\$ (955)	\$ 5,844	\$ 5,863
Dec	\$ 5,844	\$1,323	\$ (966)	\$ 6,201	\$ 5,567
Jan	\$ 6,201	\$ 484	\$ (773)	\$ 5,912	\$ 5,061
Feb	\$ 5,912	\$ 480	\$ (757)	\$ 5,635	\$ 4,896
Mar					
Apr					
May					
June					
<b>Total</b>	<b>\$ 4,097</b>	<b>\$8,599</b>	<b>\$ (7,061)</b>	<b>\$ 5,635</b>	<b>\$ 4,896</b>

The fund balance in the General Fund at the end of February is \$5.6 million, an increase of 1.6 million since the beginning of the fiscal year.

# 2017-2018 Monthly Financial Report

## Special Revenue Funds Report

For the Month Ending February 28, 2018

### Special Revenue Funds Resources & Requirements

	2017-18		Remaining Budget
	Annual Budget	Actual YTD	
<b>Bonded Debt Fund</b>			
Resources	2,206,540	1,715,881	490,659
Expenditures	2,021,540	1,740,054	281,486
Unappropriated Balance	185,000	N/A	N/A
<b>Transient Room Tax (TRT)</b>			
Resources	839,700	723,901	115,799
Expenditures	744,410	810,415	(66,005)
Unappropriated Balance	95,290	N/A	N/A
<b>Recreation Special Revenue</b>			
Resources	68,000	-	68,000
Expenditures	-	-	-
Unappropriated Balance	68,000	N/A	N/A
<b>Reserve Fund</b>			
Resources	6,352,358	1,382,825	4,969,533
Expenditures	5,299,861	1,934,151	3,365,710
Unappropriated Balance	1,052,497	N/A	N/A
<b>Municipal Court Special Revenue</b>			
Resources	281,900	118,181	163,719
Expenditures	260,100	131,724	128,376
Unappropriated Balance	21,800	N/A	N/A
<b>Miscellaneous Special Revenue</b>			
Resources	496,145	22,071	474,074
Expenditures	496,145	250,291	245,854
Unappropriated Balance	-	N/A	N/A
<b>Conference Center</b>			
Resources	221,750	120,202	101,548
Expenditures	215,628	150,359	65,269
Unappropriated Balance	6,122	N/A	N/A
<b>Christmas Express Special Revenue</b>			
Resources	39,000	15,863	23,137
Expenditures	35,000	14,458	20,542
Unappropriated Balance	4,000	N/A	N/A
<b>Law Enforcement Special Revenue</b>			
Resources	83,475	21,381	62,094
Expenditures	20,000	2,483	17,517
Unappropriated Balance	63,475	N/A	N/A
<b>Library Special Revenue</b>			
Resources	62,995	16,913	46,082
Expenditures	50,260	1,732	48,528
Unappropriated Balance	12,735	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.

# 2017-2018 Monthly Financial Report

## Utility and Street Funds Report

For the Month Ending February 28, 2018

### Utility and Street Funds Report

#### Resources & Expenditures

	2017-18			Variance	
	Annual Budget	Projected YTD	Actual YTD	Fav/(Unfav)	% Variance
<b>Street Fund</b>					
Resources	1,831,230	824,153	872,272	48,119	6%
Expenditures	1,594,359	1,059,501	677,704	381,797	36%
Contingency/Unapp Balance	236,871	N/A	N/A	N/A	N/A
<b>Utility Fund</b>					
Resources	6,795,865	3,979,243	3,981,545	2,302	0%
Expenditures	6,048,825	3,947,550	3,733,368	214,183	5%
Contingency/Unapp Balance	747,040	N/A	N/A	N/A	N/A
<b>HES Fund</b>					
Resources	11,949,950	5,679,467	5,995,187	315,720	6%
Expenditures	9,963,380	6,642,253	6,378,906	263,347	4%
Contingency/Unapp Balance	1,986,570	N/A	N/A	N/A	N/A
<b>Regional Water Fund</b>					
Resources	1,497,265	510,843	733,862	223,019	44%
Expenditures	739,160	492,773	971,369	(478,596)	(97%)
Contingency/Unapp Balance	758,105	N/A	N/A	N/A	N/A

The Street fund continues to have favorable variances in both revenues and expenditures for combined positive variance of \$429,816. Expenditures are \$381,797 less than expected, in which we could see an increase in expenditures in the spring due to upcoming street maintenance.

Utility Fund had a positive revenue variance of \$2,302. Expenditures had a positive variance of \$214,183 for February.

HES fund has a positive variance in both revenues and expenditures. Revenues are \$315,720 higher than expected and expenditures are \$263,347 lower than expected for an overall variance of \$579,067.

The Regional Water revenues are nearly \$223,019 higher than expected due to Amazon reimbursements of \$184,000 to date. Expenditures are \$478,596 higher than projected, due to the VAdat Amazon project that began in October.

# 2017-18 Monthly Financial Report

City of Hermiston, Oregon

Capital Projects Report

For the Month Ending February 28, 2018

## Capital Projects

	2017-2018 Budget	YTD Expenditures	LTD Budget	LTD Expenditures	% Complete
Airport GIS (AGIS) Mapping Project	\$ 300,000	\$ 52,025	\$ 300,000	\$ 134,116	81%
Harkenrider Center	2,084,300	1,760,562	2,084,300	2,297,045	99%
11th & Elm	773,710	773,710	813,710	825,210	6%
West Highland Trail	177,000	46,466	177,000	85,266	48%
<b>Total</b>	<b>\$ 3,335,010</b>	<b>\$ 2,632,763</b>	<b>\$ 3,375,010</b>	<b>\$ 3,341,637</b>	

### Airport Improvements

The AGIS mapping project will provide highly accurate mapping of all facilities at the Airport, which will be loaded into the FAA's system. This work was added as part of the City's existing grant to relocate the parallel taxiway and is a requirement of airports when their Master Plans are updated. The City is scheduled to update the Master Plan in 2017 for an estimated \$300,000. If this work had not been added to the City's existing grant, the Master Plan Update would have been delayed by a year in order to build up another year's worth of \$150,000 NPE funding. The total project cost for the AGIS project alone is \$154,600.

**February Update:** *Precision Approach Engineering (PAE) is now in the process of developing grant closeout documents for the Taxiway and AGIS portion of this grant.*

### Harkenrider Center

In January 2015, the City was awarded a \$2 million Oregon Community Development Block Grant through the Oregon Infrastructure Finance Authority for construction of a new Senior Center. The grant has a required cash match of \$73,242 and must complete the project by spring of 2018. In June 2016, City Council added \$750,000 to the project for a 3,800 sf basement and elevator. The estimated completion is spring of 2018.

**February Update:** *The City has expended \$2,297,045 on the project life-to-date. February's construction consisted of finishing grading, flooring, doors, tile and, other finishes. The Seniors raised \$75K for kitchen equipment that will be installed this summer. The estimated completions for the building is April 2018. Once the building is complete, improvements to the parking lot and landscaping will begin in anticipation of a building dedication in September 2018.*

### Traffic Control – 11<sup>th</sup> & Elm

This project is a \$1.6M ODOT-led project to install a full traffic signal at the intersection of Elm Avenue and NW 11<sup>th</sup> as well as a left-turn lane for southbound traffic into Good Shepherd Medical Center's entrance on NW 11<sup>th</sup>. It will also complete a bike/pedestrian crossing with flashing beacon at GSMC's NW 11<sup>th</sup> entrance where the Oxbow Trail currently terminates. ODOT is leading the design and construction.

**February Update:** *ODOT's contractor has begun preliminary site-prep work.*

### West Highland Trail

This project is to create a bike lane and/or separated trail on the south side of West Highland Avenue between SW 11th Street and Riverfront Park. A bike lane will be striped where there are existing sidewalks on the south side of West Highland and a separated path will be built where there are no existing curbs or sidewalks. The project is funded by a grant from ODOT

**February Update:** There were no expenditures for the month of January.



**2017-2018 Monthly Financial Report**  
**City of Hermiston, Oregon**  
**Investments**  
**For the Month Ending February 28, 2018**

**Investment Report**  
by Type

Cusip No.	Par Value	Principal Cost	Market Value	Issuer	Rating Moody's/S&P	Days to Maturity	Callable Y/N	Yield to Maturity (YTM)
3135G0G31	\$ 2,000,000	\$ 1,993,600	\$ 1,983,460	FNMA	Aaa/AA+	335	Y	1.28
76116FAA5	\$ 2,062,000	\$ 1,999,998	\$ 1,987,838	REFCORP	Aaa/AA+	594	N	0.95
3133EGLA1	\$ 1,000,000	\$ 1,001,020	\$ 978,653	FFCB	Aaa/AA+	684	Y	1.14
76116FAD9	\$ 1,051,000	\$ 999,083	\$ 994,406	REFCORP	Aaa/AA+	868	N	2.05
3130A9SY8	\$ 1,010,000	\$ 996,574	\$ 981,892	FHLB	Aaa/AA+	971	Y	1.72
<b>US Agencies</b>	<b>\$ 7,123,000</b>	<b>\$ 6,990,275</b>	<b>\$ 6,926,249</b>	---	---	---	---	---
LGIP	\$ 7,562,721	\$ 7,562,721	\$ 7,562,721	Varies	---/AA	1	N	N
<b>LGIP</b>	<b>\$ 7,562,721</b>	<b>\$ 7,562,721</b>	<b>\$ 7,562,721</b>	---	---	---	---	---
<b>TOTAL</b>	<b>\$ 14,685,721</b>	<b>\$ 14,552,996</b>	<b>\$ 14,488,970</b>	---	---	---	---	<b>1.85</b>

*The City of Hermiston has established certain policies for its investments. In order to limit credit and interest rate risk, investments are diversified by security type, maturity, issuer, and call provisions. At least 25% of funds available for investing will be invested in the Local Government Investment Pool (LGIP), with a qualified depository institution, or investments maturing in less than 90 days. 50% or more of the portfolio will be invested in securities maturing in less than three years. The maximum average maturity for the portfolio shall be 3 years and the maximum maturity of individual securities in the portfolio shall be 5 years. No more than 75% of the portfolio may be callable. The minimum weighted average credit rating of the portfolio's investments shall be Aa/AA by Moody's and Standard & Poor's respectively.*

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# Monthly Financial Report

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*Where Life is Sweet*

*Includes the Hermiston Urban Renewal Agency*

**Finance Department  
January 2018  
(Unaudited)**

# 2017-2018 Monthly Financial Report

Hermiston Urban Renewal Agency (HURA)

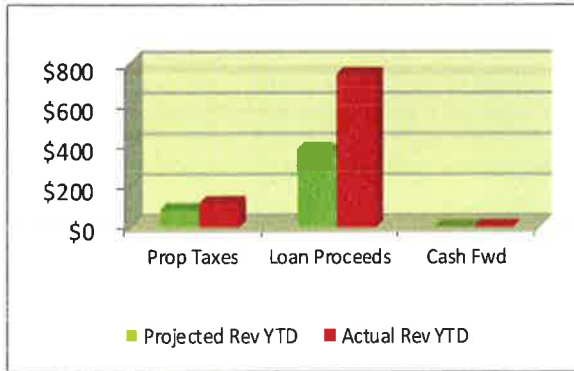
For the Month Ending January 31, 2018

## Resources

Through January 31, 2018

by Category

(in \$1,000)



	Annual Proj Rev	Projected Rev YTD	Actual Rev YTD	Var Fav/ (Unfav)	% Var
Prop Taxes	\$ 132	\$ 85	\$ 117	\$ (32)	(38%)
Loan Proceeds	1,500	\$ 375	750	375	0%
Cash Fwd	17	\$ -	-	-	0%
<b>Total</b>	<b>\$ 1,649</b>	<b>\$ 460</b>	<b>\$ 867</b>	<b>\$ 343</b>	<b>75%</b>

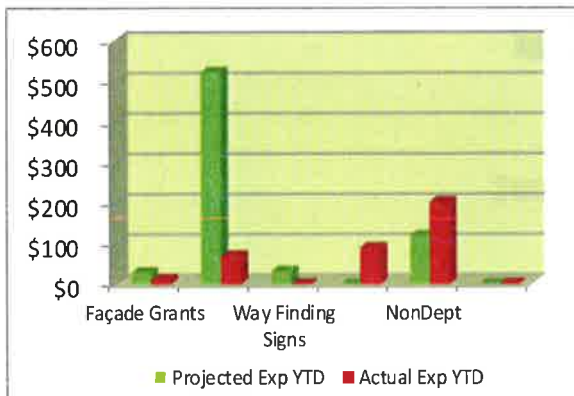
Note: variance is calculated as a percent of the projected revenue YTD.

## Expenditures

Through January 31, 2018

by Character

(in \$1,000)



	Annual Proj Exp	Projected Exp YTD	Actual Exp YTD	Var Fav/ (Unfav)	% Var
Façade Grants	\$ 50	\$ 29	\$ 11	\$ 18	61%
Festival St	900	525	70	455	87%
Way Finding Signs	55	32	-	32	100%
Parking Improv.	-	-	90	(90)	0%
NonDept	206	120	204	(83)	(71%)
Res for Fut Exp	438	-	-	-	0%
<b>Total</b>	<b>\$ 1,649</b>	<b>\$ 706</b>	<b>\$ 375</b>	<b>\$ 331</b>	<b>47%</b>

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

The 2017-2018 budget for the Urban Renewal Agency is \$ 1,649,350. This includes \$50,000 for Façade grants, \$900,000 for the Festival Street project, \$3,000 in administrative costs, \$203,829 for Loan Repayment to the City, and \$437,521 which is reserved for future expenditure.

\*\*As of the end of January, Festival Street spent \$27,300 on final design, engineering costs, and the preparation of bid documents. Ground breaking ceremony will be Feb 5, 2018, with construction to begin right away. The project is estimated to be completed by Memorial Day.

\*\*No Façade Grants were issued for the month of January.

\*\*In January, HURA paid back the 100K loan the City lent them in March of 2017.

# 2017-2018 Monthly Financial Report

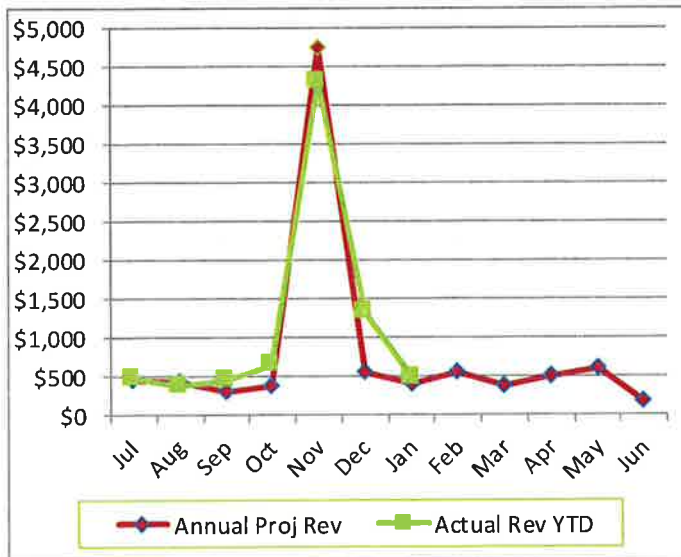
City of Hermiston, Oregon

General Fund Resources

For the Month Ending January 31, 2018

Through January 31, 2018

## All Resources



	Annual Proj Rev	Proj Rev YTD	Actual Rev YTD	Var Fav/ (Unfav)	% Var
Jul	\$ 444	\$ 444	\$ 492	\$ 48	11%
Aug	\$ 421	\$ 421	\$ 393	\$ (29)	(7%)
Sep	314	\$ 314	\$ 457	\$ 144	46%
Oct	388	\$ 388	\$ 667	\$ 279	72%
Nov	4,759	\$ 4,759	\$ 4,303	\$ (456)	(10%)
Dec	563	\$ 563	\$ 1,323	\$ 761	135%
Jan	394	\$ 394	\$ 484	\$ 90	23%
Feb	560				
Mar	377				
Apr	501				
May	607				
Jun	185				
<b>Total</b>	<b>9,512</b>	<b>7,282</b>	<b>8,119</b>	<b>837</b>	<b>11%</b>
Cash Fwd	3,004	-	-	-	0%
<b>Total</b>	<b>\$ 12,516</b>	<b>\$ 7,282</b>	<b>\$ 8,119</b>	<b>837</b>	<b>11%</b>

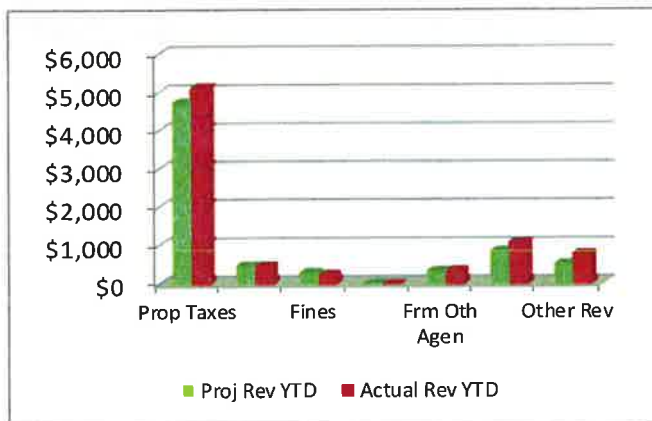
Estimated General Fund revenues for the 2017-18 fiscal year are \$9.5 million. Projected revenues through January are \$7,282,000 compared to actual revenues of \$8,119,000, a positive variance of \$837,000. Fines came in under projected amount by \$40K. This is offset by a positive variance from Property Taxes \$393K, Service Charges \$225K, and Other Revenues at \$263K, all higher than expected.

## General Fund Revenue

by Category

Through January 31, 2018

(in \$1,000)



	Annual Proj Rev	Proj Rev YTD	Actual Rev YTD	Var Fav/ (Unfav)	% Var
Prop Taxes	\$ 5,168	\$ 4,738	\$ 5,131	\$ 393	8%
Lic	836	\$ 488	479	(10)	(2%)
Fines	549	\$ 301	261	(40)	(13%)
Interest Rev	35	\$ 22	12	(10)	(45%)
Frm Oth Agen	573	\$ 341	356	15	4%
Svc Chgs	1,478	\$ 865	1,090	225	26%
Other Rev	874	\$ 528	791	263	50%
Cash Fwd	3,004	-	-	-	0%
<b>Total</b>	<b>\$12,516</b>	<b>\$ 7,282</b>	<b>\$ 8,119</b>	<b>\$ 837</b>	<b>11%</b>

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



# 2017-2018 Monthly Financial Report

City of Hermiston, Oregon

General Fund Expenditures

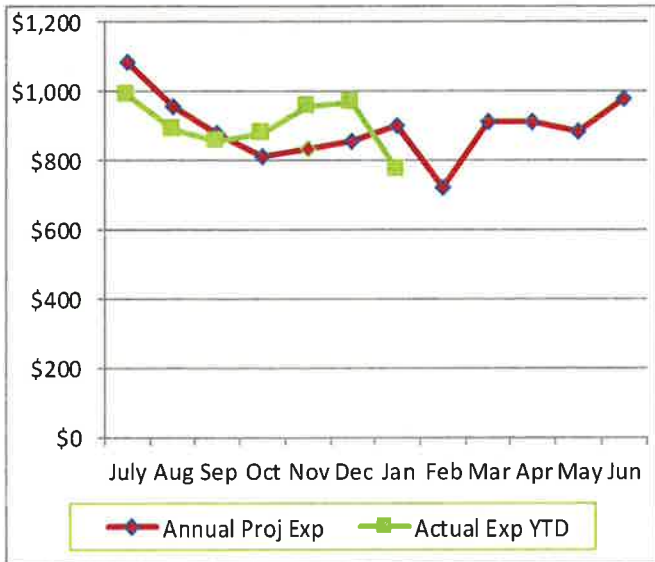
For the Month Ending January 31, 2018

## General Fund Expenditure Summary

Through January 31, 2018

All Requirements

(in \$1,000)



	Annual Proj Exp	Projected Exp YTD	Actual Exp YTD	Var Fav/ (Unfav)	% Var
July	\$ 1,084	\$ 1,084	\$ 988	\$ 96	9%
Aug	\$ 955	\$ 955	\$ 890	\$ 65	7%
Sep	\$ 879	\$ 879	\$ 855	\$ 24	3%
Oct	\$ 810	\$ 810	\$ 877	\$ (68)	(8%)
Nov	\$ 833	\$ 833	\$ 955	\$ (122)	(15%)
Dec	\$ 858	\$ 858	\$ 966	\$ (108)	(13%)
Jan	\$ 900	\$ 900	\$ 773	\$ 126	14%
Feb	\$ 726				
Mar	\$ 912				
Apr	\$ 911				
May	\$ 885				
Jun	\$ 981				
<b>Total</b>	<b>10,732</b>	<b>6,318</b>	<b>6,304</b>	<b>14</b>	<b>0%</b>
Unapp	1,784	-	-	-	0%
<b>Total</b>	<b>\$ 12,516</b>	<b>\$ 6,318</b>	<b>\$ 6,304</b>	<b>\$ 14</b>	<b>0%</b>

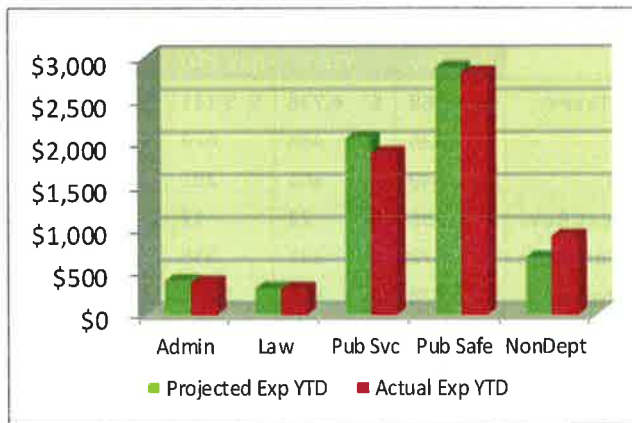
Projected General Fund expenditures for January are \$6,318,000. Actual expenditures are \$14,000 lower than projected at \$6,304,000. Public Services has the highest savings at \$174,000. Non-Departmental is negative due to extra engineering costs with CH2 Hill Engineering for the Regional Water Development.

## General Fund Expenditures

Through January 31, 2018

by Consolidated Department

(in \$1,000)



	Annual Proj Exp	Projected Exp YTD	Actual Exp YTD	Var Fav/ (Unfav)	% Var
Admin	\$ 681	395	376	19	5%
Law	524	305	301	4	1%
Pub Svc	3,459	2,059	1,886	174	8%
Pub Safe	4,868	2,891	2,827	65	2%
NonDept	2,984	666	914	(247)	(37%)
Unapp	-	-	-	-	0%
<b>Total</b>	<b>\$12,516</b>	<b>\$ 6,318</b>	<b>\$ 6,304</b>	<b>\$ 14</b>	<b>0%</b>

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

# 2017-2018 Monthly Financial Report

## General Fund Expenditure Detail

For the Month Ending January 31, 2018

### General Fund Expenditures by Department

	Annual Projected Exp	Projected Exp YTD	Actual Exp YTD	Var Fav/ (Unfav)	% Var Fav/ (Unfav)
City Council	61,260	37,564	37,827	(263)	(1%)
City Manager/Planning	493,310	285,298	272,718	12,580	4%
Finance	127,210	72,485	65,938	6,547	9%
<b>Total Admin &amp; Finance</b>	<b>681,780</b>	<b>395,347</b>	<b>376,483</b>	<b>18,864</b>	<b>5%</b>
Legal	85,250	46,863	53,000	(6,137)	(13%)
Court	439,285	258,586	248,457	10,129	4%
<b>Total Dept of Law</b>	<b>524,535</b>	<b>305,450</b>	<b>301,457</b>	<b>3,993</b>	<b>1%</b>
Transportation	274,300	155,405	114,634	40,771	26%
Airport	252,120	168,877	139,269	29,608	18%
Bldg Inspection	381,910	221,078	216,693	4,386	2%
Parks	496,120	278,300	293,156	(14,856)	(5%)
Parks/Utility Landscaping	43,975	11,164	15,761	(4,597)	(41%)
Pool	417,140	282,750	254,586	28,164	10%
Municipal Buildings	124,240	83,406	44,818	38,589	46%
Library	789,530	458,038	425,013	33,025	7%
Recreation	679,995	400,408	381,860	18,549	5%
<b>Total Public Services</b>	<b>3,459,330</b>	<b>2,059,426</b>	<b>1,885,788</b>	<b>173,638</b>	<b>8%</b>
Public Safety Center	89,400	56,895	45,189	11,705	21%
Police Operations	4,777,705	2,834,526	2,781,589	52,937	2%
<b>Total Public Safety</b>	<b>4,867,105</b>	<b>2,891,421</b>	<b>2,826,778</b>	<b>64,642</b>	<b>2%</b>
Non-Departmental	1,199,645	666,380	913,592	(247,212)	(37%)
Unappropriated	1,783,720	0	0	0	0%
<b>Total Non-Dept</b>	<b>2,983,365</b>	<b>666,380</b>	<b>913,592</b>	<b>(247,212)</b>	<b>(37%)</b>
<b>Total</b>	<b>12,516,115</b>	<b>6,318,023</b>	<b>6,304,098</b>	<b>13,924</b>	<b>0%</b>

Within the Public Services category, Transportation holds the greatest amount of savings dollar-wise at \$40,770, followed by Municipal Buildings at \$38,590 and the Library at \$33,000. Non-Departmental is \$247,000 over projected expenditures due to engineering costs.

# 2017-2018 Monthly Financial Report

## Fund Balance - General Fund

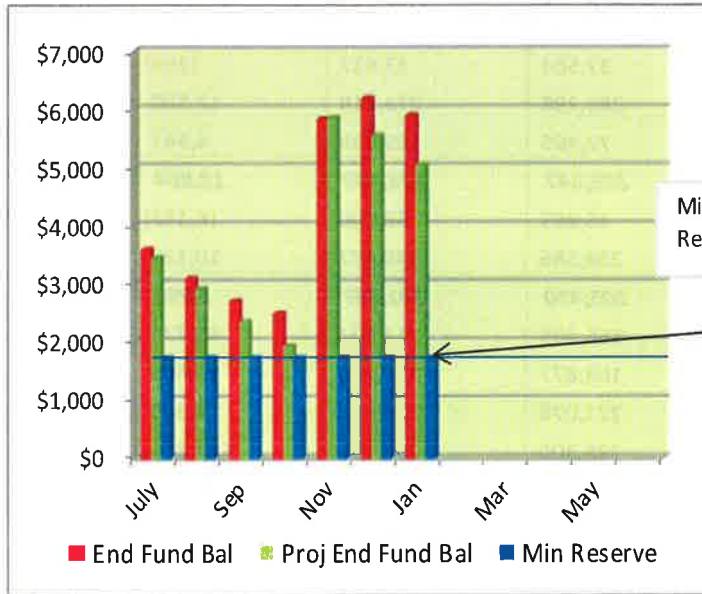
For the Month Ending January 31, 2018

### General Fund

Through January 31, 2018

Ending Fund Balance

(in \$1,000)



Minimum Reserve = \$1,731,076

	Begin Fund Bal	Rev	Exp	End Fund Bal	Proj End Fund Bal
July	\$ 4,097	\$ 492	\$ (988)	\$ 3,601	\$ 3,457
Aug	\$ 3,601	\$ 393	\$ (890)	\$ 3,104	\$ 2,923
Sep	\$ 3,104	\$ 457	\$ (855)	\$ 2,706	\$ 2,358
Oct	\$ 2,706	\$ 667	\$ (877)	\$ 2,496	\$ 1,936
Nov	\$ 2,496	\$4,303	\$ (955)	\$ 5,844	\$ 5,863
Dec	\$ 5,844	\$1,323	\$ (966)	\$ 6,201	\$ 5,567
Jan	\$ 6,201	\$ 484	\$ (773)	\$ 5,912	\$ 5,061
Feb					
Mar					
Apr					
May					
June					
<b>Total</b>	<b>\$ 4,097</b>	<b>\$8,119</b>	<b>\$ (6,304)</b>	<b>\$ 5,912</b>	<b>\$ 5,061</b>

As of the end of January the General fund balance is \$5,912,000, compared to a projected fund balance of \$5,061,000 for a variance of \$851,000. Since the beginning of the fiscal year the fund balance has increased by \$2.3 million.



# 2017-2018 Monthly Financial Report

## Special Revenue Funds Report

For the Month Ending January 31, 2018

### Special Revenue Funds

#### Resources & Requirements

	2017-18		Remaining Budget
	Annual Budget	Actual YTD	
<b>Bonded Debt Fund</b>			
Resources	2,206,540	1,715,881	490,659
Expenditures	2,021,540	1,740,054	281,486
Unappropriated Balance	185,000	N/A	N/A
<b>Transient Room Tax (TRT)</b>			
Resources	839,700	710,138	129,562
Expenditures	744,410	661,625	82,785
Unappropriated Balance	95,290	N/A	N/A
<b>Recreation Special Revenue</b>			
Resources	68,000	-	68,000
Expenditures	-	-	-
Unappropriated Balance	68,000	N/A	N/A
<b>Reserve Fund</b>			
Resources	6,352,358	1,317,492	5,034,866
Expenditures	5,299,861	1,891,683	3,408,178
Unappropriated Balance	1,052,497	N/A	N/A
<b>Municipal Court Special Revenue</b>			
Resources	281,900	104,773	177,127
Expenditures	260,100	118,701	141,399
Unappropriated Balance	21,800	N/A	N/A
<b>Miscellaneous Special Revenue</b>			
Resources	496,145	20,700	475,445
Expenditures	496,145	248,920	247,225
Unappropriated Balance	-	N/A	N/A
<b>Conference Center</b>			
Resources	221,750	98,853	122,897
Expenditures	215,628	140,951	74,677
Unappropriated Balance	6,122	N/A	N/A
<b>Christmas Express Special Revenue</b>			
Resources	39,000	15,863	23,137
Expenditures	35,000	14,458	20,542
Unappropriated Balance	4,000	N/A	N/A
<b>Law Enforcement Special Revenue</b>			
Resources	83,475	20,468	63,007
Expenditures	20,000	2,483	17,517
Unappropriated Balance	63,475	N/A	N/A
<b>Library Special Revenue</b>			
Resources	62,995	15,220	47,775
Expenditures	50,260	1,687	48,573
Unappropriated Balance	12,735	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.



# 2017-2018 Monthly Financial Report

## Utility and Street Funds Report

For the Month Ending January 31, 2018

### Utility and Street Funds Report Resources & Expenditures

	2017-18		Actual YTD	Variance	
	Annual Budget	Projected YTD		Fav/(Unfav)	% Variance
<b>Street Fund</b>					
Resources	1,831,230	553,333	579,954	26,621	5%
Expenditures	1,594,359	927,064	572,835	354,229	38%
Contingency/Unapp Balance	236,871	N/A	N/A	N/A	N/A
<b>Utility Fund</b>					
Resources	6,795,865	3,481,838	3,642,849	161,011	5%
Expenditures	6,048,825	3,528,481	3,455,383	73,098	2%
Contingency/Unapp Balance	747,040	N/A	N/A	N/A	N/A
<b>HES Fund</b>					
Resources	11,949,950	4,969,533	5,191,602	222,068	4%
Expenditures	9,963,380	5,811,972	5,653,978	157,994	3%
Contingency/Unapp Balance	1,986,570	N/A	N/A	N/A	N/A
<b>Regional Water Fund</b>					
Resources	1,497,265	446,988	635,255	188,267	42%
Expenditures	739,160	431,177	717,908	(286,731)	(66%)
Contingency/Unapp Balance	758,105	N/A	N/A	N/A	N/A

Revenues in the Street fund are \$26,621 above projections through January, a 5% favorable variance. Expenditures are \$354,229 less than expected, in which we could see an increase in expenditures in the spring due to upcoming street maintenance.

Revenues in the Utility fund came in at \$161,011 over projections, due mainly to a 5% increase in water usage resulting in higher utility bills. Expenditures for the Utility fund are \$73,098 under projections for a net favorable difference of \$234,109.

HES fund has a positive variance in both revenues and expenditures. Revenues are \$222,068 higher than expected and expenditures are \$157,994 lower than expected for an overall variance of \$380,062.

The Regional Water revenues are nearly \$188,267 higher than expected. Expenditures are \$286,731 higher than projected, due to the VAdata Amazon project that began in October.

# 2017-18 Monthly Financial Report

City of Hermiston, Oregon

Capital Projects Report

For the Month Ending January 31, 2018

## Capital Projects

	2017-2018 Budget	YTD Expenditures	LTD Budget	LTD Expenditures	% Complete
Airport GIS (AGIS) Mapping Project	\$ 300,000	\$ 52,025	\$ 300,000	\$ 134,116	81%
Harkenrider Center	2,084,300	1,524,882	2,084,300	2,061,365	99%
11th & Elm	773,710	773,710	813,710	825,210	6%
West Highland Trail	177,000	46,466	177,000	85,266	48%
<b>Total</b>	<b>\$ 3,335,010</b>	<b>\$ 2,397,083</b>	<b>\$ 3,375,010</b>	<b>\$ 3,105,956</b>	

### Airport Improvements

The AGIS mapping project will provide highly accurate mapping of all facilities at the Airport, which will be loaded into the FAA's system. This work was added as part of the City's existing grant to relocate the parallel taxiway and is a requirement of airports when their Master Plans are updated. The City is scheduled to update the Master Plan in 2017 for an estimated \$300,000. If this work had not been added to the City's existing grant, the Master Plan Update would have been delayed by a year in order to build up another year's worth of \$150,000 NPE funding. The total project cost for the AGIS project alone is \$154,600.

**January Update:** *Precision Approach Engineering (PAE) is now in the process of developing grant closeout documents for the Taxiway and AGIS portion of this grant.*

### Harkenrider Center

In January 2015, the City was awarded a \$2 million Oregon Community Development Block Grant through the Oregon Infrastructure Finance Authority for construction of a new Senior Center. The grant has a required cash match of \$73,242 and must complete the project by spring of 2018. In June 2016, City Council added \$750,000 to the project for a 3,800 sf basement and elevator. The estimated completion is spring of 2018.

**January Update:** *The City has expended \$2,061,365 on the project life-to-date. No expenditures were paid in January, most of the billing will come in February.*

### Traffic Control – 11<sup>th</sup> & Elm

This project is a \$1.6M ODOT-led project to install a full traffic signal at the intersection of Elm Avenue and NW 11<sup>th</sup> as well as a left-turn lane for southbound traffic into Good Shepherd Medical Center's entrance on NW 11<sup>th</sup>. It will also complete a bike/pedestrian crossing with flashing beacon at GSMC's NW 11<sup>th</sup> entrance where the Oxbow Trail currently terminates. ODOT is leading the design and construction.

**January Update:** *All the local funding is now being held by ODOT to complete the project. Pre-construction meetings were held with the contractors for January.*

### West Highland Trail

This project is to create a bike lane and/or separated trail on the south side of West Highland Avenue between SW 11th Street and Riverfront Park. A bike lane will be striped where there are existing sidewalks on the south side of West Highland and a separated path will be built where there are no existing curbs or sidewalks. The project is funded by a grant from ODOT

**January Update:** There were no expenditures for the month of January.

**2017-2018 Monthly Financial Report**  
**City of Hermiston, Oregon**  
**Investments**  
**For the Month Ending January 31, 2018**

**Investment Report**  
by Type

Cusip No.	Par Value	Principal Cost	Market Value	Issuer	Rating Moody's/S&P	Days to Maturity	Callable Y/N	Yield to Maturity (YTM)
3135G0G31	\$ 2,000,000	\$ 1,993,600	\$ 1,984,750	FNMA	Aaa/AA+	363	Y	1.28
76116FAA5	\$ 2,062,000	\$ 1,999,998	\$ 1,987,838	REFCORP	Aaa/AA+	622	N	0.95
3133EGLA1	\$ 1,000,000	\$ 1,001,020	\$ 980,403	FFCB	Aaa/AA+	712	Y	1.14
76116FAD9	\$ 1,051,000	\$ 999,083	\$ 994,406	REFCORP	Aaa/AA+	896	N	2.05
3130A9SY8	\$ 1,010,000	\$ 996,574	\$ 981,892	FHLB	Aaa/AA+	999	Y	1.72
<b>US Agencies</b>	<b>\$ 7,123,000</b>	<b>\$ 6,990,275</b>	<b>\$ 6,929,289</b>	---	---	---	---	---
LGIP	\$ 7,552,003	\$ 7,552,003	\$ 7,552,003	Varies	---/AA	1	N	N
<b>LGIP</b>	<b>\$ 7,552,003</b>	<b>\$ 7,552,003</b>	<b>\$ 7,552,003</b>	---	---	---	---	---
<b>TOTAL</b>	<b>\$ 14,675,003</b>	<b>\$ 14,542,278</b>	<b>\$ 14,481,292</b>	---	---	---	---	<b>1.74</b>

*The City of Hermiston has established certain policies for its investments. In order to limit credit and interest rate risk, investments are diversified by security type, maturity, issuer, and call provisions. At least 25% of funds available for investing will be invested in the Local Government Investment Pool (LGIP), with a qualified depository institution, or investments maturing in less than 90 days. 50% or more of the portfolio will be invested in securities maturing in less than three years. The maximum average maturity for the portfolio shall be 3 years and the maximum maturity of individual securities in the portfolio shall be 5 years. No more than 75% of the portfolio may be callable. The minimum weighted average credit rating of the portfolio's investments shall be Aa/AA by Moody's and Standard & Poor's respectively.*

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# March, 2018

## Monthly Financial Report

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*Includes the Hermiston Urban Renewal Agency*

**Finance Department  
March 2018  
(Unaudited)**



# 2017-2018 Monthly Financial Report

## Hermiston Urban Renewal Agency (HURA)

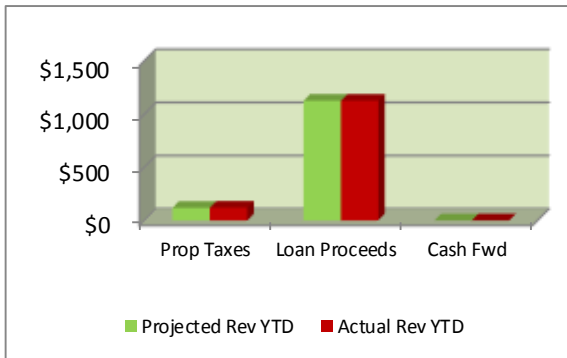
### For the Month Ending March 31, 2018

#### Resources

Through March 31, 2018

by Category

(in \$1,000)



	Annual Proj Rev	Projected Rev YTD	Actual Rev YTD	Var Fav/ (Unfav)	% Var
Prop Taxes	\$ 132	\$ 118	\$ 120	\$ 2	2%
Loan Proceeds	1,500	\$ 1,125	1,125	0	0%
Cash Fwd	17	\$ -	-	-	0%
<b>Total</b>	<b>\$ 1,649</b>	<b>\$ 1,243</b>	<b>\$ 1,245</b>	<b>\$ 2</b>	<b>0%</b>

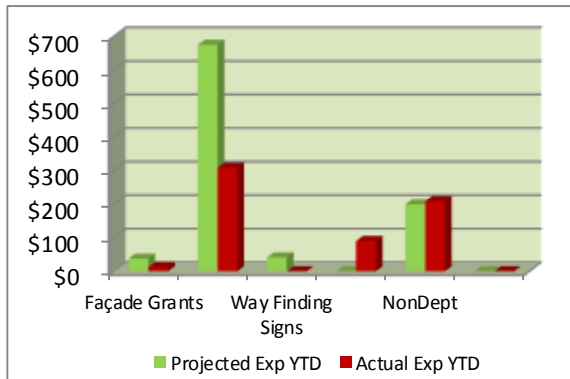
Note: variance is calculated as a percent of the projected revenue YTD.

#### Expenditures

Through March 31, 2018

by Character

(in \$1,000)



	Annual Proj Exp	Projected Exp YTD	Actual Exp YTD	Var Fav/ (Unfav)	% Var
Façade Grants	\$ 50	\$ 38	\$ 12	\$ 26	68%
Festival St	900	675	308	367	54%
Way Finding Signs	55	41	-	41	100%
Parking Improv.	-	-	90	(90)	0%
NonDept	206	200	209	(9)	(7%)
Res for Fut Exp	438	-	-	-	0%
<b>Total</b>	<b>\$ 1,649</b>	<b>\$ 953</b>	<b>\$ 619</b>	<b>\$ 334</b>	<b>35%</b>

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

The 2017-2018 budget for the Urban Renewal Agency is \$ 1,649,350. This includes \$50,000 for Façade grants, \$900,000 for the Festival Street project, \$3,000 in administrative costs, \$203,829 for Loan Repayment to the City, and \$437,521 which is reserved for future expenditure.

\*\*Festival Street began work on 2<sup>nd</sup> Street in February. The project completed demolition and much of the sidewalk in March. \$35,295 was expended on construction engineering services. \$199,938 was expended on capital construction costs. The project is on schedule for a June completion.

\*\*Façade Grants- No activity in March.

# 2017-2018 Monthly Financial Report

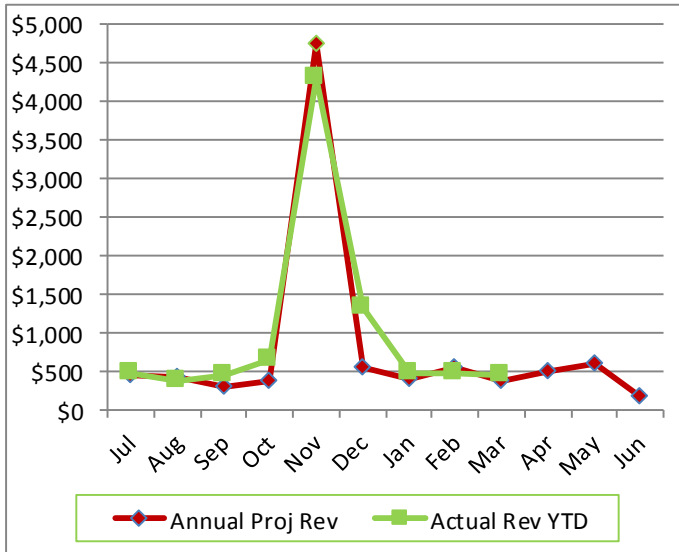
City of Hermiston, Oregon

General Fund Resources

For the Month Ending March 31, 2018

Through March 31, 2018

## All Resources



	Annual Proj Rev	Proj Rev YTD	Actual Rev YTD	Var Fav/ (Unfav)	% Var
Jul	\$ 444	\$ 444	\$ 492	\$ 48	11%
Aug	\$ 421	\$ 421	\$ 393	\$ (29)	(7%)
Sep	314	\$ 314	\$ 457	\$ 144	46%
Oct	388	\$ 388	\$ 667	\$ 279	72%
Nov	4,759	\$ 4,759	\$ 4,303	\$ (456)	(10%)
Dec	563	\$ 563	\$ 1,323	\$ 761	135%
Jan	394	\$ 394	\$ 484	\$ 90	23%
Feb	560	\$ 560	\$ 480	\$ (81)	(14%)
Mar	377	\$ 377	\$ 449	\$ 72	19%
Apr	501				
May	607				
Jun	185				
<b>Total</b>	<b>9,512</b>	<b>8,219</b>	<b>9,047</b>	<b>828</b>	<b>10%</b>
Cash Fwd	3,004	-	-	-	0%
<b>Total</b>	<b>\$ 12,516</b>	<b>\$ 8,219</b>	<b>\$ 9,047</b>	<b>828</b>	<b>10%</b>

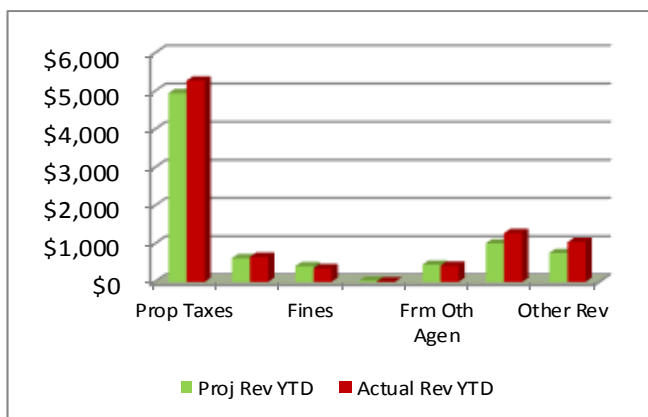
Estimated General Fund revenues for the 2017-18 fiscal year are \$9.5 million. Projected revenues through March are \$8,219,000 compared to actual revenues of \$9,047,000, a positive variance of \$828,000. Fines came in under projected amount by \$56,000. This is offset by a positive variance from Property Taxes \$330,000, Service Charges \$268,000, and Other Revenues at \$288,000, all higher than expected.

## General Fund Revenue

Through March 31, 2018

by Category

(in \$1,000)



	Annual Proj Rev	Proj Rev YTD	Actual Rev YTD	Var Fav/ (Unfav)	% Var
Prop Taxes	\$ 5,168	\$ 4,946	\$ 5,276	\$ 330	7%
Lic	836	\$ 619	655	36	6%
Fines	549	\$ 413	356	(56)	(14%)
Interest Rev	35	\$ 28	13	(15)	(53%)
Frm Oth Agen	573	\$ 447	424	(23)	(5%)
Svc Chgs	1,478	\$ 1,010	1,278	268	27%
Other Rev	874	\$ 757	1,045	288	38%
Cash Fwd	3,004	-	-	-	0%
<b>Total</b>	<b>\$12,516</b>	<b>\$ 8,219</b>	<b>\$ 9,047</b>	<b>\$ 828</b>	<b>10%</b>

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

# 2017-2018 Monthly Financial Report

## City of Hermiston, Oregon General Fund Expenditures

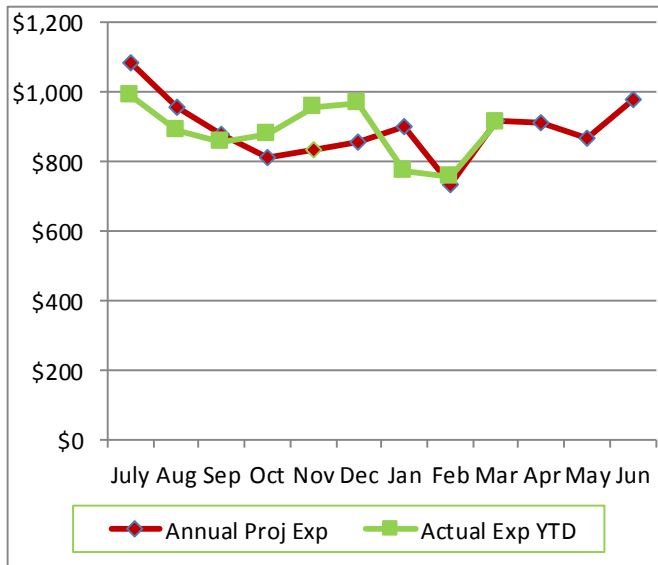
For the Month Ending March 31, 2018

### General Fund Expenditure Summary

Through March 31, 2018

All Requirements

(in \$1,000)



	Annual Proj Exp	Projected Exp YTD	Actual Exp YTD	Var Fav/ (Unfav)	% Var
July	\$ 1,084	\$ 1,084	\$ 988	\$ 96	9%
Aug	\$ 955	\$ 955	\$ 890	\$ 65	7%
Sep	\$ 879	\$ 879	\$ 855	\$ 24	3%
Oct	\$ 810	\$ 810	\$ 877	\$ (68)	(8%)
Nov	\$ 833	\$ 833	\$ 955	\$ (122)	(15%)
Dec	\$ 858	\$ 858	\$ 966	\$ (108)	(13%)
Jan	\$ 900	\$ 900	\$ 773	\$ 126	14%
Feb	\$ 732	\$ 732	\$ 757	\$ (24)	(3%)
Mar	\$ 919	\$ 919	\$ 914	\$ 5	1%
Apr	\$ 913				
May	\$ 869				
Jun	\$ 981				
<b>Total</b>	<b>10,732</b>	<b>7,969</b>	<b>7,975</b>	<b>(6)</b>	<b>(1%)</b>
Unapp	1,784	-	-	-	0%
<b>Total</b>	<b>\$ 12,516</b>	<b>\$ 7,969</b>	<b>\$ 7,975</b>	<b>\$ (6)</b>	<b>(1%)</b>

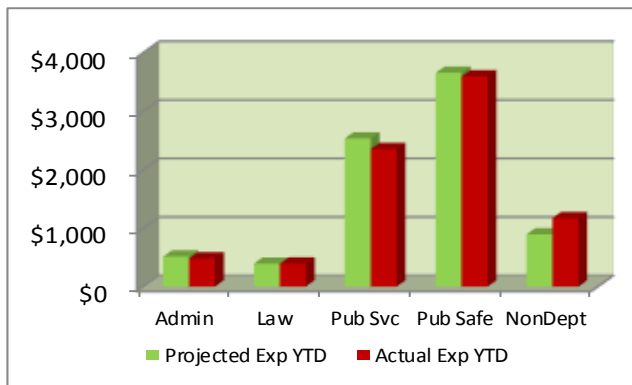
Projected General Fund expenditures for March are \$7,969,000. Actual expenditures are \$6,000 higher than projected at \$7,975,000. Public Services has the highest savings at \$183,000. Non-Departmental is negative due to extra engineering costs for Regional Water Development and consulting costs for the Capital Improvement Plan.

### General Fund Expenditures

Through March 31, 2018

by Consolidated Department

(in \$1,000)



	Annual Proj Exp	Projected Exp YTD	Actual Exp YTD	Var Fav/ (Unfav)	% Var
Admin	\$ 681	511	480	31	6%
Law	524	391	393	(2)	(0%)
Pub Svc	3,459	2,528	2,345	183	7%
Pub Safe	4,868	3,649	3,588	61	2%
NonDept	2,984	890	1,168	(278)	(31%)
Unapp	-	-	-	-	0%
<b>Total</b>	<b>\$12,516</b>	<b>\$ 7,969</b>	<b>\$ 7,975</b>	<b>\$ (6)</b>	<b>(1%)</b>

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

# 2017-2018 Monthly Financial Report

## General Fund Expenditure Detail

For the Month Ending March 31, 2018

### General Fund Expenditures by Department

	Annual Projected Exp	Projected Exp YTD	Actual Exp YTD	Var Fav/ (Unfav)	% Var Fav/ (Unfav)
City Council	61,260	50,209	42,478	7,731	15%
City Manager/Planning	493,310	368,300	350,695	17,605	5%
Finance	127,210	92,965	87,181	5,784	6%
<b>Total Admin &amp; Finance</b>	<b>681,780</b>	<b>511,474</b>	<b>480,354</b>	<b>31,120</b>	<b>6%</b>
Legal	85,250	60,812	69,494	(8,683)	(14%)
Court	439,285	330,346	323,586	6,760	2%
<b>Total Dept of Law</b>	<b>524,535</b>	<b>391,158</b>	<b>393,081</b>	<b>(1,923)</b>	<b>(0%)</b>
Transportation	274,300	193,126	169,996	23,130	12%
Airport	252,120	192,236	163,261	28,975	15%
Bldg Inspection	381,910	285,289	279,979	5,310	2%
Parks	496,120	344,651	349,089	(4,438)	(1%)
Parks/Utility Landscaping	43,975	24,288	18,261	6,027	25%
Pool	417,140	295,062	269,564	25,497	9%
Municipal Buildings	124,240	98,470	64,333	34,136	35%
Library	789,530	586,852	542,389	44,463	8%
Recreation	679,995	508,048	488,404	19,644	4%
<b>Total Public Services</b>	<b>3,459,330</b>	<b>2,528,021</b>	<b>2,345,277</b>	<b>182,744</b>	<b>7%</b>
Public Safety Center	89,400	67,508	60,286	7,222	11%
Police Operations	4,777,705	3,581,124	3,527,669	53,455	1%
<b>Total Public Safety</b>	<b>4,867,105</b>	<b>3,648,632</b>	<b>3,587,954</b>	<b>60,678</b>	<b>2%</b>
Non-Departmental	1,199,645	889,666	1,168,006	(278,340)	(31%)
Unappropriated	1,783,720	0	0	0	0%
<b>Total Non-Dept</b>	<b>2,983,365</b>	<b>889,666</b>	<b>1,168,006</b>	<b>(278,340)</b>	<b>(31%)</b>
<b>Total</b>	<b>12,516,115</b>	<b>7,968,951</b>	<b>7,974,673</b>	<b>(5,721)</b>	<b>(0%)</b>

Positive variances in the departments range from 1% in Police Operations to 35% in Municipal Buildings. Non-Departmental is \$278,000 over projected expenditures due to engineering and consulting costs.

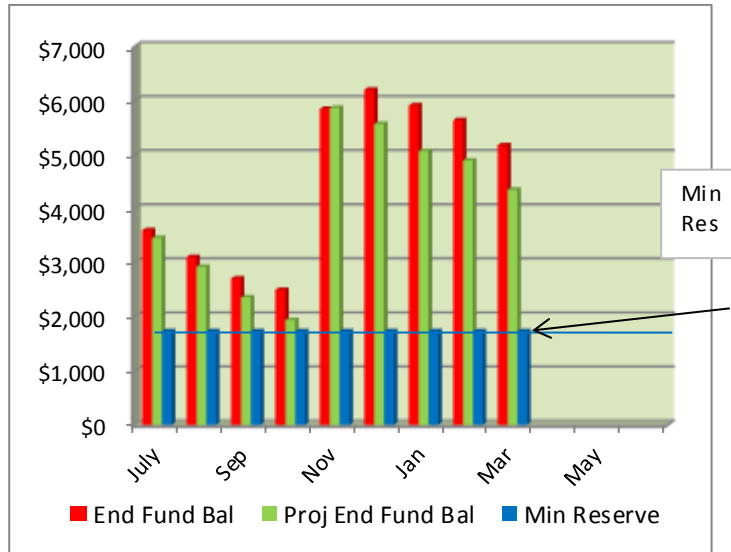


# 2017-2018 Monthly Financial Report

## Fund Balance - General Fund For the Month Ending March 31, 2018

### General Fund Ending Fund Balance

Through March 31, 2018  
(in \$1,000)



Minimum Reserve = \$1,731,076

	Begin Fund Bal	Rev	Exp	End Fund Bal	Proj End Fund Bal
July	\$ 4,097	\$ 492	\$ (988)	\$ 3,601	\$ 3,457
Aug	\$ 3,601	\$ 393	\$ (890)	\$ 3,104	\$ 2,923
Sep	\$ 3,104	\$ 457	\$ (855)	\$ 2,706	\$ 2,358
Oct	\$ 2,706	\$ 667	\$ (877)	\$ 2,496	\$ 1,936
Nov	\$ 2,496	\$4,303	\$ (955)	\$ 5,844	\$ 5,863
Dec	\$ 5,844	\$1,323	\$ (966)	\$ 6,201	\$ 5,567
Jan	\$ 6,201	\$ 484	\$ (773)	\$ 5,912	\$ 5,061
Feb	\$ 5,912	\$ 480	\$ (757)	\$ 5,635	\$ 4,890
Mar	\$ 5,635	\$ 449	\$ (914)	\$ 5,170	\$ 4,347
Apr					
May					
June					
<b>Total</b>	<b>\$ 4,097</b>	<b>\$9,047</b>	<b>\$ (7,975)</b>	<b>\$ 5,170</b>	<b>\$ 4,347</b>

The fund balance in the General Fund at the end of March is \$5.1 million, an increase of 1.1 million since the beginning of the fiscal year.

# 2017-2018 Monthly Financial Report

## Special Revenue Funds Report

For the Month Ending March 31, 2018

### Special Revenue Funds Resources & Requirements

	2017-18		Remaining Budget
	Annual Budget	Actual YTD	
<b>Bonded Debt Fund</b>			
Resources	2,206,540	1,724,304	482,236
Expenditures	2,021,540	1,740,054	281,486
Unappropriated Balance	185,000	N/A	N/A
<b>Transient Room Tax (TRT)</b>			
Resources	839,700	723,901	115,799
Expenditures	744,410	815,415	(71,005)
Unappropriated Balance	95,290	N/A	N/A
<b>Recreation Special Revenue</b>			
Resources	68,000	15,000	53,000
Expenditures	-	-	-
Unappropriated Balance	68,000	N/A	N/A
<b>Reserve Fund</b>			
Resources	6,352,358	1,808,546	4,543,812
Expenditures	5,299,861	1,997,177	3,302,684
Unappropriated Balance	1,052,497	N/A	N/A
<b>Municipal Court Special Revenue</b>			
Resources	281,900	139,738	142,162
Expenditures	260,100	151,016	109,084
Unappropriated Balance	21,800	N/A	N/A
<b>Miscellaneous Special Revenue</b>			
Resources	496,145	24,075	472,070
Expenditures	496,145	366,347	129,798
Unappropriated Balance	-	N/A	N/A
<b>Conference Center</b>			
Resources	221,750	140,237	81,513
Expenditures	215,628	157,543	58,085
Unappropriated Balance	6,122	N/A	N/A
<b>Christmas Express Special Revenue</b>			
Resources	39,000	15,863	23,137
Expenditures	35,000	14,458	20,542
Unappropriated Balance	4,000	N/A	N/A
<b>Law Enforcement Special Revenue</b>			
Resources	83,475	25,399	58,076
Expenditures	20,000	6,120	13,880
Unappropriated Balance	63,475	N/A	N/A
<b>Library Special Revenue</b>			
Resources	62,995	17,739	45,256
Expenditures	50,260	1,732	48,528
Unappropriated Balance	12,735	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.

# 2017-2018 Monthly Financial Report

## Utility and Street Funds Report

For the Month Ending March 31, 2018

### Utility and Street Funds Report

#### Resources & Expenditures

	2017-18		Actual YTD	Variance	
	Annual Budget	Projected YTD		Fav/(Unfav)	% Variance
<b>Street Fund</b>					
Resources	1,831,230	960,923	980,439	19,517	2%
Expenditures	1,594,359	1,193,855	740,070	453,785	38%
Contingency/Unapp Balance	236,871	N/A	N/A	N/A	N/A

<b>Utility Fund</b>					
Resources	6,795,865	4,476,649	4,402,354	(74,295)	(2%)
Expenditures	6,048,825	4,494,119	4,926,799	(432,680)	(10%)
Contingency/Unapp Balance	747,040	N/A	N/A	N/A	N/A

<b>HES Fund</b>					
Resources	11,949,950	6,390,150	6,760,734	370,584	6%
Expenditures	9,963,380	7,472,535	7,343,887	128,648	2%
Contingency/Unapp Balance	1,986,570	N/A	N/A	N/A	N/A

<b>Regional Water Fund</b>					
Resources	1,497,265	576,199	799,146	222,947	39%
Expenditures	739,160	554,370	1,323,708	(769,338)	(139%)
Contingency/Unapp Balance	758,105	N/A	N/A	N/A	N/A

The Street Fund continues to have favorable variances in both revenues and expenditures for a combined positive variance of \$473,302. Expenditures are \$453,785 less than expected, in which we could see an increase in expenditures in the spring due to upcoming street maintenance.

The Utility Fund has a negative variance in both revenues and expenditures for March. Revenues are \$74,295 lower than projected. Expenditures are \$432,680 higher than projected due to a \$446,580 payment for bonded debt.

The HES Fund has a positive variance in both revenues and expenditures. Revenues are \$370,584 higher than expected and expenditures are \$128,648 lower than expected for an overall variance of \$499,232.

The Regional Water revenues are nearly \$222,947 higher than expected due to Amazon reimbursements of \$204,000 to date. Expenditures are \$769,338 higher than projected, due to the VAdata Amazon project that began in October. Amazon will be reimbursing the City another \$400,185 billed through the end of March.

# 2017-18 Monthly Financial Report

City of Hermiston, Oregon

Capital Projects Report

For the Month Ending March 31, 2018

## Capital Projects

	2017-2018 Budget	YTD Expenditures	LTD Budget	LTD Expenditures	% Complete
Airport GIS (AGIS) Mapping Project	\$ 300,000	\$ 57,956	\$ 300,000	\$ 140,047	81%
Harkenrider Center	2,084,300	1,939,340	2,084,300	2,475,823	99%
11th & Elm	773,710	773,710	813,710	825,210	6%
West Highland Trail	177,000	46,466	177,000	85,266	48%
<b>Total</b>	<b>\$ 3,335,010</b>	<b>\$ 2,817,472</b>	<b>\$ 3,375,010</b>	<b>\$ 3,526,346</b>	

### Airport Improvements

The AGIS mapping project will provide highly accurate mapping of all facilities at the Airport, which will be loaded into the FAA's system. This work was added as part of the City's existing grant to relocate the parallel taxiway and is a requirement of airports when their Master Plans are updated. The City is scheduled to update the Master Plan in 2017 for an estimated \$300,000. If this work had not been added to the City's existing grant, the Master Plan Update would have been delayed by a year in order to build up another year's worth of \$150,000 NPE funding. The total project cost for the AGIS project alone is \$154,600.

**March Update:** *Precision Approach Engineering (PAE) is now in the process of developing grant closeout documents for the Taxiway and AGIS portion of this grant.*

### Harkenrider Center

In January 2015, the City was awarded a \$2 million Oregon Community Development Block Grant through the Oregon Infrastructure Finance Authority for construction of a new Senior Center. The grant has a required cash match of \$73,242 and must complete the project by spring of 2018. In June 2016, City Council added \$750,000 to the project for a 3,800 sf basement and elevator. The estimated completion is spring of 2018.

**March Update:** *The City has expended \$2,475,823 on the project life-to-date. The current construction includes the elevator and finishes. The Seniors raised \$75K for kitchen equipment that will be installed this summer. The estimated completion for the building is April 30, 2018. Once the building is complete, improvements to the parking lot and landscaping will begin in anticipation of a building dedication on September 10, 2018.*

### Traffic Control – 11<sup>th</sup> & Elm

This project is a \$1.6M ODOT-led project to install a full traffic signal at the intersection of Elm Avenue and NW 11<sup>th</sup> as well as a left-turn lane for southbound traffic into Good Shepherd Medical Center's entrance on NW 11<sup>th</sup>. It will also complete a bike/pedestrian crossing with flashing beacon at GSMC's NW 11<sup>th</sup> entrance where the Oxbow Trail currently terminates. ODOT is leading the design and construction.

**March Update:** *ODOT has now taken full control of this project.*

### West Highland Trail

This project is to create a bike lane and/or separated trail on the south side of West Highland Avenue between SW 11th Street and Riverfront Park. A bike lane will be striped where there are existing sidewalks on the south side of West Highland and a separated path will be built where there are no existing curbs or sidewalks. The project is funded by a grant from ODOT.

**March Update:** *There were no expenditures for the month of March.*



**2017-2018 Monthly Financial Report  
City of Hermiston, Oregon  
Investments  
For the Month Ending March 31, 2018**

**Investment Report  
by Type**

Cusip No.	Par Value	Principal Cost	Market Value	Issuer	Rating Moody's/S&P	Days to Maturity	Callable Y/N	Yield to Maturity (YTM)
3135G0G31	\$ 2,000,000	\$ 1,993,600	\$ 1,985,688	FNMA	Aaa/AA+	304	Y	1.28
76116FAA5	\$ 2,062,000	\$ 1,999,998	\$ 1,990,998	REFCORP	Aaa/AA+	563	N	0.95
3133EGLA1	\$ 1,000,000	\$ 1,001,020	\$ 977,707	FFCB	Aaa/AA+	653	Y	1.14
76116FAD9	\$ 1,051,000	\$ 999,083	\$ 993,392	REFCORP	Aaa/AA+	837	N	2.05
3130A9SY8	\$ 1,010,000	\$ 996,574	\$ 980,736	FHLB	Aaa/AA+	940	Y	1.72
<b>US Agencies</b>	<b>\$ 7,123,000</b>	<b>\$ 6,990,275</b>	<b>\$ 6,928,295</b>	---	---	---	---	---
LGIP	\$ 7,575,070	\$ 7,575,070	\$ 7,575,070	Varies	---/AA	1	N	N
<b>LGIP</b>	<b>\$ 7,575,070</b>	<b>\$ 7,575,070</b>	<b>\$ 7,575,070</b>	---	---	---	---	---
<b>TOTAL</b>	<b>\$ 14,698,070</b>	<b>\$ 14,565,345</b>	<b>\$ 14,503,365</b>	---	---	---	---	<b>2.1</b>

*The City of Hermiston has established certain policies for its investments. In order to limit credit and interest rate risk, investments are diversified by security type, maturity, issuer, and call provisions. At least 25% of funds available for investing will be invested in the Local Government Investment Pool (LGIP), with a qualified depository institution, or investments maturing in less than 90 days. 50% or more of the portfolio will be invested in securities maturing in less than three years. The maximum average maturity for the portfolio shall be 3 years and the maximum maturity of individual securities in the portfolio shall be 5 years. No more than 75% of the portfolio may be callable. The minimum weighted average credit rating of the portfolio's investments shall be Aa/AA by Moody's and Standard & Poor's respectively.*

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# May, 2018

## Monthly Financial Report

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*Where Life is Sweet*

*Includes the Hermiston Urban Renewal Agency*

**Finance Department  
May 2018  
(Unaudited)**

# 2017-2018 Monthly Financial Report

## Hermiston Urban Renewal Agency (HURA)

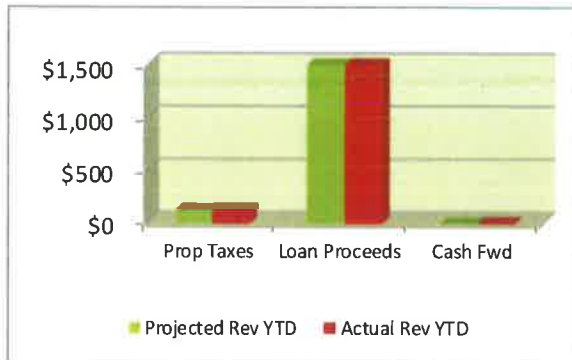
### For the Month Ending May 31, 2018

#### Resources

Through May 31, 2018

by Category

(in \$1,000)



	Annual Proj Rev	Projected Rev YTD	Actual Rev YTD	Var Fav/ (Unfav)	% Var
Prop Taxes	\$ 132	\$ 121	\$ 123	\$ 2	2%
Loan Proceeds	1,500	\$ 1,500	1,500	-	0%
Cash Fwd	17	\$ -	-	-	0%
<b>Total</b>	<b>\$ 1,649</b>	<b>\$ 1,621</b>	<b>\$ 1,623</b>	<b>\$ 2</b>	<b>0%</b>

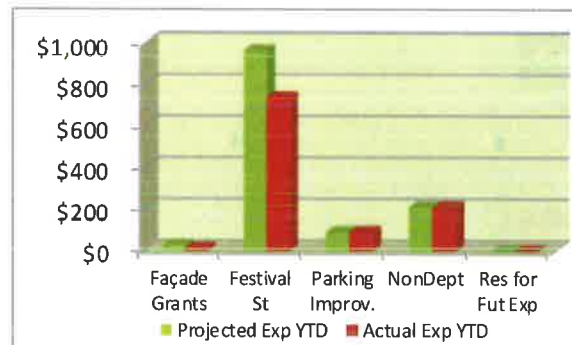
Note: variance is calculated as a percent of the projected revenue YTD.

#### Expenditures

Through May 31, 2018

by Character

(in \$1,000)



	Annual Proj Exp	Projected Exp YTD	Actual Exp YTD	Var Fav/ (Unfav)	% Var
Façade Grants	\$ 30	\$ 28	\$ 12	\$ 16	57%
Festival St	1,055	967	740	227	23%
Parking Improv.	90	90	90	-	0%
NonDept	212	211	211	0	0%
Res for Fut Exp	262	-	-	-	0%
<b>Total</b>	<b>\$ 1,649</b>	<b>\$ 1,296</b>	<b>\$ 1,053</b>	<b>\$ 243</b>	<b>19%</b>

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

The 2017-2018 budget for the Urban Renewal Agency is \$ 1,649,350. This includes \$30,000 for Façade Grants, \$1,055,000 for the Festival Street project, \$90,000 in Parking Improvements, \$8,000 in administrative costs, \$203,829 for Loan Repayment to the City, and \$262,521 which is reserved for future expenditure.

Festival Street began work in February. The project is virtually completed. Waiting on minor final touches to be finished. \$19,696 was expended on construction engineering services. \$231,275 was expended on capital construction costs. The project is on schedule for a June 15<sup>th</sup> completion.

Façade Grants- No expenditures in May.

# 2017-2018 Monthly Financial Report

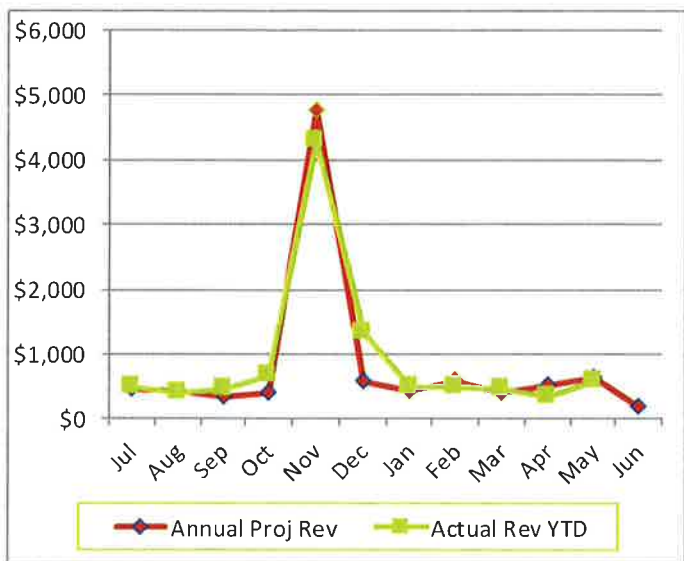
City of Hermiston, Oregon

General Fund Resources

For the Month Ending May 31, 2018

Through May 31, 2018

## All Resources



	Annual Proj Rev	Proj Rev YTD	Actual Rev YTD	Var Fav/ (Unfav)	% Var
Jul	\$ 461	\$ 461	\$ 492	\$ 31	7%
Aug	\$ 441	\$ 441	\$ 393	\$ (48)	(11%)
Sep	325	\$ 325	\$ 457	\$ 132	41%
Oct	406	\$ 406	\$ 667	\$ 261	64%
Nov	4,781	\$ 4,781	\$ 4,303	\$ (478)	(10%)
Dec	575	\$ 575	\$ 1,323	\$ 749	130%
Jan	413	\$ 413	\$ 484	\$ 71	17%
Feb	582	\$ 582	\$ 480	\$ (102)	(18%)
Mar	392	\$ 392	\$ 449	\$ 57	15%
Apr	532	\$ 532	\$ 350	\$ (182)	(34%)
May	628	\$ 628	\$ 592	\$ (36)	(6%)
Jun	180				
<b>Total</b>	<b>9,715</b>	<b>9,535</b>	<b>9,989</b>	<b>454</b>	<b>5%</b>
Cash Fwd	3,128	-	-	-	0%
<b>Total</b>	<b>\$ 12,843</b>	<b>\$ 9,535</b>	<b>\$ 9,989</b>	<b>\$ 454</b>	<b>5%</b>

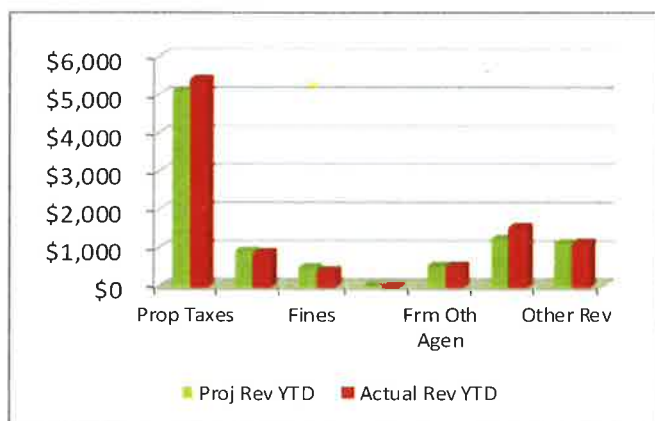
Estimated General Fund revenues for the 2017-18 fiscal year are \$9.7 million. Projected revenues through May are \$9,535,000 compared to actual revenues of \$9,989,000, a positive variance of \$454,000. Fines came in under projected amount by \$86,000. This is offset by a positive variance from Property Taxes \$299,000, and Service Charges \$298,000 which are higher than expected.

## General Fund Revenue

by Category

Through May 31, 2018

(in \$1,000)



	Annual Proj Rev	Proj Rev YTD	Actual Rev YTD	Var Fav/ (Unfav)	% Var
Prop Taxes	\$ 5,168	\$ 5,120	\$ 5,419	\$ 299	6%
Lic	969	\$ 934	892	(42)	(5%)
Fines	549	\$ 503	417	(86)	(17%)
Interest Rev	35	\$ 33	19	(14)	(42%)
Frnm Oth Agen	578	\$ 546	543	(3)	(1%)
Svc Chgs	1,490	\$ 1,258	1,555	298	24%
Other Rev	926	\$ 1,141	1,144	3	0%
Cash Fwd	3,129	-	-	-	0%
<b>Total</b>	<b>\$12,843</b>	<b>\$ 9,535</b>	<b>\$ 9,989</b>	<b>\$ 454</b>	<b>5%</b>

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



# 2017-2018 Monthly Financial Report

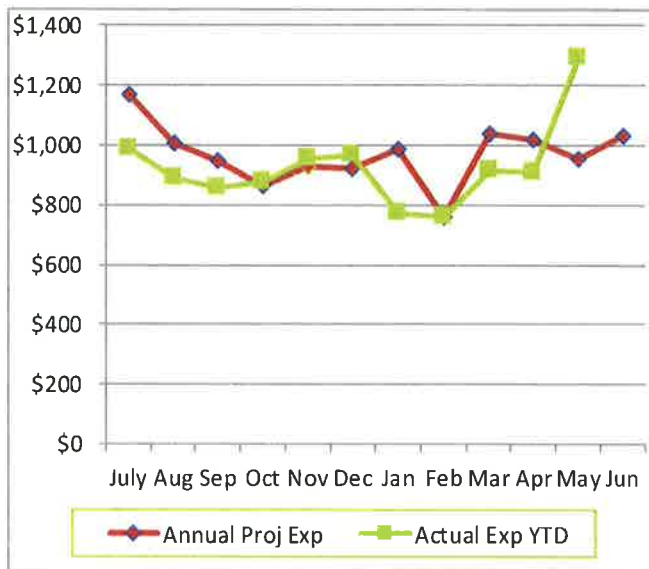
## City of Hermiston, Oregon General Fund Expenditures For the Month Ending May 31, 2018

### General Fund Expenditure Summary

Through May 31, 2018

All Requirements

(in \$1,000)



	Annual Proj Exp	Projected Exp YTD	Actual Exp YTD	Var Fav/ (Unfav)	% Var
July	\$ 1,167	\$ 1,167	\$ 988	\$ 179	15%
Aug	\$ 1,003	\$ 1,003	\$ 890	\$ 113	11%
Sep	\$ 945	\$ 945	\$ 855	\$ 91	10%
Oct	\$ 863	\$ 863	\$ 877	\$ (14)	(2%)
Nov	\$ 928	\$ 928	\$ 955	\$ (27)	(3%)
Dec	\$ 919	\$ 919	\$ 966	\$ (47)	(5%)
Jan	\$ 987	\$ 987	\$ 773	\$ 214	22%
Feb	\$ 760	\$ 760	\$ 757	\$ 4	0%
Mar	\$ 1,037	\$ 1,037	\$ 914	\$ 123	12%
Apr	\$ 1,017	\$ 1,017	\$ 907	\$ 110	11%
May	\$ 954	\$ 954	\$ 1,293	\$ (338)	(35%)
Jun	\$ 1,034	-	-	-	-
<b>Total</b>	<b>11,616</b>	<b>10,582</b>	<b>10,174</b>	<b>407</b>	<b>4%</b>
Unapp	1,228	-	-	-	0%
<b>Total</b>	<b>\$ 12,843</b>	<b>\$ 10,582</b>	<b>\$ 10,174</b>	<b>\$ 407</b>	<b>4%</b>

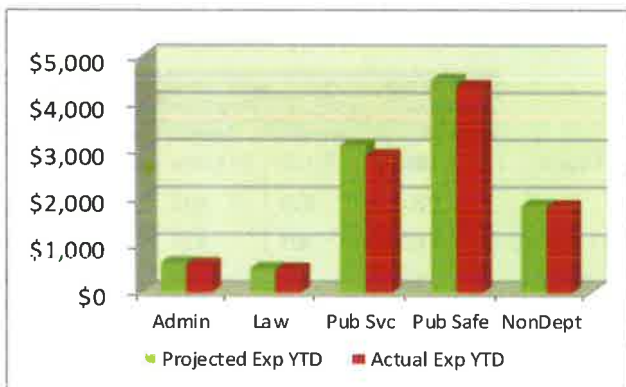
Projected General Fund expenditures at the end of May are \$10,582,000. Actual expenditures are \$407,000 lower than projected at \$10,174,000. Public Services has the highest savings at \$210,000, and Public Safety at \$137,000.

### General Fund Expenditures

Through May 31, 2018

by Consolidated Department

(in \$1,000)



	Annual Proj Exp	Projected Exp YTD	Actual Exp YTD	Var Fav/ (Unfav)	% Var
Admin	\$ 681	623	593	30	5%
Law	554	506	490	15	3%
Pub Svc	3,468	3,109	2,900	210	7%
Pub Safe	4,949	4,505	4,368	137	3%
NonDept	3,191	1,839	1,824	15	1%
Unapp	-	-	-	-	0%
<b>Total</b>	<b>\$12,843</b>	<b>\$ 10,582</b>	<b>\$10,174</b>	<b>\$ 407</b>	<b>4%</b>

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

# 2017-2018 Monthly Financial Report

## General Fund Expenditure Detail

For the Month Ending May 31, 2018

### General Fund Expenditures by Department

	Annual Projected Exp	Projected Exp YTD	Actual Exp YTD	Var Fav/ (Unfav)	% Var Fav/ (Unfav)
City Council	61,260	58,213	51,621	6,593	11%
City Manager/Planning	493,310	451,192	431,312	19,880	4%
Finance	127,210	113,665	109,648	4,017	4%
<b>Total Admin &amp; Finance</b>	<b>681,780</b>	<b>623,070</b>	<b>592,581</b>	<b>30,489</b>	<b>5%</b>
Legal	115,250	102,862	104,963	(2,101)	(2%)
Court	439,285	402,697	385,413	17,284	4%
<b>Total Dept of Law</b>	<b>554,535</b>	<b>505,559</b>	<b>490,376</b>	<b>15,183</b>	<b>3%</b>
Transportation	274,300	253,518	198,412	55,106	22%
Airport	252,120	232,271	219,316	12,955	6%
Bldg Inspection	381,910	349,262	342,477	6,785	2%
Parks	516,120	455,664	452,862	2,801	1%
Parks/Utility Landscaping	43,975	37,748	25,073	12,674	34%
Pool	417,140	315,329	319,241	(3,912)	(1%)
Municipal Buildings	124,240	115,079	82,047	33,032	29%
Library	789,530	723,183	667,337	55,846	8%
Recreation	689,245	627,094	592,802	34,292	5%
<b>Total Public Services</b>	<b>3,488,580</b>	<b>3,109,148</b>	<b>2,899,568</b>	<b>209,580</b>	<b>7%</b>
Public Safety Center	89,400	83,115	69,883	13,232	16%
Police Operations	4,859,274	4,421,857	4,297,914	123,943	3%
<b>Total Public Safety</b>	<b>4,948,674</b>	<b>4,504,972</b>	<b>4,367,797</b>	<b>137,175</b>	<b>3%</b>
Non-Departmental	1,942,215	1,838,917	1,824,139	14,778	1%
Unappropriated	1,227,990	0	0	0	0%
<b>Total Non-Dept</b>	<b>3,170,205</b>	<b>1,838,917</b>	<b>1,824,139</b>	<b>14,778</b>	<b>1%</b>
<b>Total</b>	<b>12,843,774</b>	<b>10,581,667</b>	<b>10,174,461</b>	<b>407,206</b>	<b>4%</b>

Most Departments in the General Fund are under projected spending. Positive variances in the departments range from 1% in Parks to 34% in Parks/Utility Landscaping. The only negative variances are Legal department by \$2,101, and also the Pool is over projected spending by \$3,912. There were a lot of beginning expenses to get the Pool ready for the summer season.

# 2017-2018 Monthly Financial Report

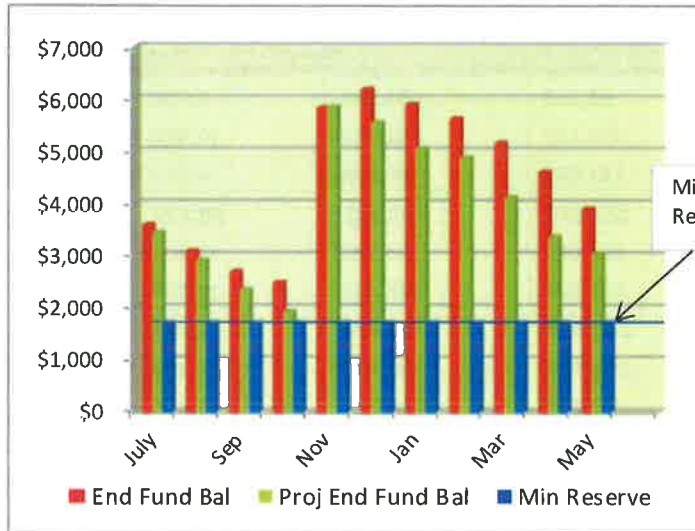
Fund Balance - General Fund  
For the Month Ending May 31, 2018

## General Fund

Through May 31, 2018

Ending Fund Balance

(in \$1,000)



Minimum Reserve = \$1,731,076

	Begin Fund Bal	Rev	Exp	End Fund Bal	Proj End Fund Bal
July	\$ 4,097	\$ 492	\$ (988)	\$ 3,601	\$ 3,457
Aug	\$ 3,601	\$ 393	\$ (890)	\$ 3,104	\$ 2,923
Sep	\$ 3,104	\$ 457	\$ (855)	\$ 2,706	\$ 2,358
Oct	\$ 2,706	\$ 667	\$ (877)	\$ 2,496	\$ 1,936
Nov	\$ 2,496	\$4,303	\$ (955)	\$ 5,844	\$ 5,863
Dec	\$ 5,844	\$1,323	\$ (966)	\$ 6,201	\$ 5,567
Jan	\$ 6,201	\$ 484	\$ (773)	\$ 5,912	\$ 5,061
Feb	\$ 5,912	\$ 480	\$ (757)	\$ 5,635	\$ 4,890
Mar	\$ 5,635	\$ 449	\$ (914)	\$ 5,170	\$ 4,125
Apr	\$ 5,170	\$ 350	\$ (907)	\$ 4,613	\$ 3,377
May	\$ 4,613	\$ 592	\$ (1,293)	\$ 3,912	\$ 3,051
June					
<b>Total</b>	<b>\$ 4,097</b>	<b>\$9,989</b>	<b>\$ (10,174)</b>	<b>\$ 3,912</b>	<b>\$ 3,051</b>

The fund balance in the General Fund at the end of May is \$3.9 million, a decrease of \$185,000 since the beginning of the fiscal year.

# 2017-2018 Monthly Financial Report

## Special Revenue Funds Report

For the Month Ending May 31, 2018

### Special Revenue Funds Resources & Requirements

	2017-18		Remaining Budget
	Annual Budget	Actual YTD	
<b>Bonded Debt Fund</b>			
Resources	2,206,540	2,014,160	192,380
Expenditures	2,021,540	2,021,510	30
Unappropriated Balance	185,000	N/A	N/A
<b>Transient Room Tax (TRT)</b>			
Resources	871,975	678,588	193,387
Expenditures	776,685	908,311	(131,626)
Unappropriated Balance	95,290	N/A	N/A
<b>Recreation Special Revenue</b>			
Resources	68,000	15,000	53,000
Expenditures	33,000	-	33,000
Unappropriated Balance	35,000	N/A	N/A
<b>Reserve Fund</b>			
Resources	7,963,536	3,215,407	4,748,129
Expenditures	6,266,039	2,321,705	3,944,334
Unappropriated Balance	1,697,497	N/A	N/A
<b>Municipal Court Special Revenue</b>			
Resources	281,900	164,821	117,079
Expenditures	260,100	174,974	85,126
Unappropriated Balance	21,800	N/A	N/A
<b>Miscellaneous Special Revenue</b>			
Resources	496,145	28,983	467,162
Expenditures	496,145	370,745	125,400
Unappropriated Balance	-	N/A	N/A
<b>Community Center</b>			
Resources	246,750	178,890	67,860
Expenditures	240,628	209,037	31,591
Unappropriated Balance	6,122	N/A	N/A
<b>Christmas Express Special Revenue</b>			
Resources	39,000	15,896	23,104
Expenditures	35,000	14,458	20,542
Unappropriated Balance	4,000	N/A	N/A
<b>Law Enforcement Special Revenue</b>			
Resources	89,975	31,136	58,839
Expenditures	26,500	18,168	8,332
Unappropriated Balance	63,475	N/A	N/A
<b>Library Special Revenue</b>			
Resources	62,995	20,114	42,881
Expenditures	50,260	2,377	47,883
Unappropriated Balance	12,735	N/A	N/A
<b>EOTEC Operations</b>			
Resources	286,530	96,282	190,248
Expenditures	286,530	27,431	259,099
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.



# 2017-2018 Monthly Financial Report

## Utility and Street Funds Report For the Month Ending May 31, 2018

### Utility and Street Funds Report Resources & Expenditures

	2017-18			Variance	
	Annual Budget	Projected YTD	Actual YTD	Fav/(Unfav)	% Variance
<b>Street Fund</b>					
Resources	1,831,230	1,159,461	1,177,202	17,741	2%
Expenditures	1,594,359	1,459,156	1,308,841	150,315	10%
Contingency/Unapp Balance	236,871	N/A	N/A	N/A	N/A
<b>Utility Fund</b>					
Resources	7,025,427	5,491,166	5,253,323	(237,843)	(4%)
Expenditures	6,313,387	5,748,313	5,551,976	196,337	3%
Contingency/Unapp Balance	712,040	N/A	N/A	N/A	N/A
<b>HES Fund</b>					
Resources	11,949,950	7,810,183	8,269,348	459,165	6%
Expenditures	9,963,380	9,133,098	8,940,607	192,491	2%
Contingency/Unapp Balance	1,986,570	N/A	N/A	N/A	N/A
<b>Regional Water Fund</b>					
Resources	2,764,550	1,264,785	1,302,529	37,744	3%
Expenditures	2,055,445	1,884,158	1,760,073	124,085	7%
Contingency/Unapp Balance	709,105	N/A	N/A	N/A	N/A

The Street Fund continues to have favorable variances in both revenues and expenditures for a combined positive variance of \$168,056. Expenditures are \$150,315 less than expected.

The Utility Fund has a negative variance in both revenues and a positive variance in expenditures for May. Revenues are \$237,843 lower than projected, due to Water sales coming in at 8% below projections. Expenditures are \$196,337 lower than projected.

The HES Fund has a positive variance in both revenues and expenditures. Revenues are \$459,165 higher than expected and expenditures are \$192,491 lower than expected for an overall variance of \$651,656.

The Regional Water Fund has a positive variance in both revenues and expenditures for May. Revenues are \$37,744 higher than projected due to reimbursements from Amazon. Expenditures are \$124,085 lower than projected.

# 2017-18 Monthly Financial Report

City of Hermiston, Oregon

Capital Projects Report

For the Month Ending May 31, 2018

## Capital Projects

	2017-2018 Budget	YTD Expenditures	LTD Budget	LTD Expenditures	% Complete
Airport GIS (AGIS) Mapping Project	\$ 300,000	\$ 74,871	\$ 300,000	\$ 156,962	85%
Harkenrider Center	2,210,010	2,020,396	2,897,360	2,556,880	99%
11th & Elm	773,710	773,710	813,710	825,210	6%
West Highland Trail	177,000	54,658	177,000	93,457	53%
<b>Total</b>	<b>\$ 3,460,720</b>	<b>\$ 2,923,635</b>	<b>\$ 4,188,070</b>	<b>\$ 3,632,509</b>	

### Airport Improvements

The AGIS mapping project will provide highly accurate mapping of all facilities at the Airport, which will be loaded into the FAA's system. This work was added as part of the City's existing grant to relocate the parallel taxiway and is a requirement of airports when their Master Plans are updated. The City is scheduled to update the Master Plan in 2017 for an estimated \$300,000. If this work had not been added to the City's existing grant, the Master Plan Update would have been delayed by a year in order to build up another year's worth of \$150,000 NPE funding. The total project cost for the AGIS project alone is \$154,600.

**May Update:** *Precision Approach Engineering (PAE) is now in the process of developing grant closeout documents for the Taxiway and AGIS portion of this grant.*

### Harkenrider Center

In January 2015, the City was awarded a \$2 million Oregon Community Development Block Grant through the Oregon Infrastructure Finance Authority for construction of a new Senior Center. The grant has a required cash match of \$73,242 and must complete the project by spring of 2018. In June 2016, City Council added \$750,000 to the project for a 3,800 sf basement and elevator. The estimated completion is spring of 2018.

**May Update:** *The City has expended \$2,556,880 on the project life-to-date. The current construction includes the parking lot. The Seniors raised \$75K for kitchen equipment that will be installed this summer. Improvements to the parking lot and landscaping have begun in anticipation of a building dedication on September 10, 2018.*

### Traffic Control – 11<sup>th</sup> & Elm

This project is a \$1.6M ODOT-led project to install a full traffic signal at the intersection of Elm Avenue and NW 11<sup>th</sup> as well as a left-turn lane for southbound traffic into Good Shepherd Medical Center's entrance on NW 11<sup>th</sup>. It will also complete a bike/pedestrian crossing with flashing beacon at GSMC's NW 11<sup>th</sup> entrance where the Oxbow Trail currently terminates. ODOT is leading the design and construction.

**May Update:** *ODOT has now taken full control of this project.*

### West Highland Trail

This project is to create a bike lane and/or separated trail on the south side of West Highland Avenue between SW 11th Street and Riverfront Park. A bike lane will be striped where there are existing sidewalks on the south side of West Highland and a separated path will be built where there are no existing curbs or sidewalks. The project is funded by a grant from ODOT.

**May Update:** *\$8,191 was spent on engineering consulting services, and public notices for the month of May.*

**2017-2018 Monthly Financial Report  
City of Hermiston, Oregon  
Investments  
For the Month Ending May 31, 2018**

**Investment Report  
by Type**

Cusip No.	Par Value	Principal Cost	Market Value	Issuer	Rating Moody's/S&P	Days to Maturity	Callable Y/N	Yield to Maturity (YTM)
3135G0G31	\$ 2,000,000	\$ 1,993,600	\$ 1,983,208	FNMA	Aaa/AA+	243	Y	1.28
76116FAA5	\$ 2,062,000	\$ 1,999,998	\$ 1,994,035	REFCORP	Aaa/AA+	502	N	0.95
3133EGLA1	\$ 1,000,000	\$ 1,001,020	\$ 978,032	FFCB	Aaa/AA+	592	Y	1.14
76116FAD9	\$ 1,051,000	\$ 999,083	\$ 995,402	REFCORP	Aaa/AA+	776	N	2.05
3130A9SY8	\$ 1,010,000	\$ 996,574	\$ 980,261	FHLB	Aaa/AA+	879	Y	1.72
<b>US Agencies</b>	<b>\$ 7,123,000</b>	<b>\$ 6,990,275</b>	<b>\$ 6,930,938</b>	---	---	---	---	---
LGIP	\$ 7,601,678	\$ 7,601,678	\$ 7,601,678	Varies	---/AA	1	N	N
LGIP	\$ 7,601,678	\$ 7,601,678	\$ 7,601,678	---	---	---	---	---
<b>TOTAL</b>	<b>\$ 14,724,678</b>	<b>\$ 14,591,953</b>	<b>\$ 14,532,615</b>	---	---	---	---	<b>2.1</b>

*The City of Hermiston has established certain policies for its investments. In order to limit credit and interest rate risk, investments are diversified by security type, maturity, issuer, and call provisions. At least 25% of funds available for investing will be invested in the Local Government Investment Pool (LGIP), with a qualified depository institution, or investments maturing in less than 90 days. 50% or more of the portfolio will be invested in securities maturing in less than three years. The maximum average maturity for the portfolio shall be 3 years and the maximum maturity of individual securities in the portfolio shall be 5 years. No more than 75% of the portfolio may be callable. The minimum weighted average credit rating of the portfolio's investments shall be Aa/AA by Moody's and Standard & Poor's respectively.*