

COBURG CITY COUNCIL ACTION/ISSUE ITEM



TOPIC: Finance Department Monthly Report

Meeting Date: September 14, 2021

Staff Contact: Tim Gaines

Contact: 541-682-7870, tim.gaines@ci.coburg.or.us

REQUESTED COUNCIL ACTION

- Information only
-

POLICIES OR CITY COUNCIL GOAL(S) ADDRESSED

2020-21 City Council Goals:

- Fiscal Stewardship
-

ANALYSIS

Important notes regarding the month ended June 30, 2021

- June is the 12th month of the fiscal year. If revenues and expenses were spread evenly throughout the year, the City should be at 100% of budget with each.

Council should be aware the transactions for the fiscal year end continue to be processed through August 31. While the majority of all transactions have been processed at this date, there are year-end required entries that will change the final numbers. Therefore, this report should be considered a preliminary reporting of the year-end. The final numbers will be reflected in the financial statement prepared by the auditors.

- **Whole City Revenue** received \$5,889,793 or 83% of budgeted. Compared to \$4,950,099 last year at month end which was 64%. The following are important points to consider regarding revenues:
 - The URA transferred \$400,000 to the Sewer Debt Department this month.
 - Reimbursement requests for the budgeted Water Master Project have been submitted but have not yet been received.
 - Expected development and correlated SDC revenues have not transpired.
 - The Water Project reimbursements will not meet the budgeted amounts for 2021. The project is not going as quickly as we had anticipated largely due to the impact of COVID-19. Therefore, those revenues have been moved forward into future budget years.
 - As of June 31, 2021, tax receipts were \$838,621 which exceeds the budget for current taxes to be received by \$109,456.

- The last quarter of revenues received for items such as franchise fees, state shared revenues, gas tax, property tax, and tourism are not always received at year-end. They may not be “in the bank” until July or August.
 - State fuel taxes exceeded budget generating \$99,917 in revenue. City Fuel taxes generated \$125,177 in revenue this year.
 - Water and Sewer Fees have exceeded budgeted revenues. Currently Water User Fees are at approximately 102% and Sewer User Fees are at approximately 105%.
- Whole City Expenses are \$5,686,591 which is 80% of budgeted. Compared to \$5,125,157 last year at month end which was 64%.
 - Capital projects of the City are in process but don’t always fall in the months expected.
 - Capital expenditures have been paid, but not reimbursed as of June.
 - All of City Debt has been paid in the utility accounts.
 - All Funds, General, Streets, Water, Sewer are operating within their budgets.
 - The budget reflects transfers approved by City Council at their May meeting.
 - There is a 3% difference between Revenues received and Expenditures, which is what we hope for at a minimum.

As a general rule, June is not fully closed until August 31 which is the deadline for including revenues and expenses from the previous fiscal year. At that point the City books are closed and we are making final year-end entries. The Council will not see a report on June again until the presentation of the financial statements.

PUBLIC INVOLVEMENT

N/A

NEXT STEPS

- Year End Closing
- Audit Preparation

ATTACHMENTS

- A. Budget Performance Analysis – General Fund**
 - B. Full City Revenue and Expense Charts**
 - C. Fund Total sheets – From Springbrook**
 - D. Cash on Hand Spreadsheet**
 - E. Checks written list for June 2021**
 - F. Bank Statements – June 2021**
 - G. LGIP Statements – June 2021**
-

REVIEWED BY:

Anne Heath, City Administrator