# City Of Cannon Beach 

Financial Report<br>3rd Quarter, January - March, 2021<br>FYE 2021

## Volume 7, Issue 3

## Cash Position

| General Fund | $2,259,578$ | RV Park Fund | 985,598 |  |
| ---: | ---: | ---: | ---: | ---: |
| Tourism and Arts Fund | 275,970 | Recycling Fund | 96,829 |  |
| Transient Room Tax Fund | 125 | Water Fund | 390,866 |  |
| Clatsop County TRT Fund | 260,170 | Wastewater Fund | 656,148 |  |
| Building Official Fund | 326,098 | Storm Drain Fund | 207,411 |  |
| Affordable Housing Fund | 243,695 | Roads Fund | 472,163 |  |
| Debt Service Fund | 633,328 |  |  |  |
| Bridge Reserve | 8,592 | Water Reserve | 554,351 |  |
| RV Park Reserve | 115,923 | - | Wastewater Reserve | 187,675 |
| Road Reserve | Storm Drain Reserve | 2,185 |  |  |
| Ecola Forest Reserve | 6,394 | Recycling Reserve | 9,826 |  |
| General Reserve | $\mathbf{1 , 3 1 3 , 8 2 1}$ |  |  |  |
| Payroll Liability Fund | - | Administrative Services Fund | 10,383 |  |
| Total Cash on Hand | $\mathbf{\$}$ | $\mathbf{9 , 0 1 7 , 1 2 9}$ | As of March 31, 2021 |  |

Financial Narrative for the 3rd Quarter, FYE 2021

Note: Revenues and expenses should track at $9 / 12$ or $75 \%$ of the budget. Data is presented on the budgetary/modified accrual basis.

Cash increased \$1,489,522 from the 3rd quarter ending last year.

General Fund: Revenues year to date are at $67.8 \%$ of the budget. Year to date revenues amount to $\$ 3,773,993$ compared to the prior year to date amount of $\$ 3,807,160$ at $66.2 \%$ of the budget and are down by $\$ 33,167$ primarily due to net increases in property tax, $\$ 36,324$, room tax, $\$ 189,146$, state revenues, $\$ 15,618$, community development fees, $\$ 9,272$, with net decreases in interest income, \$70,908 and a transfer in from RV Park, \$210,775.

At the end of the quarter cash balances were held as follows: LGIP, $\$ 8,869,170$, Columbia Bank, \$136,519, Xpress Bill Pay, \$11,140, and cash on hand, \$300.

Expenses year to date are at $62.9 \%$ of the budget and amount to $\$ 3,284,358$ compared to the prior year to date expenses that were $58.3 \%$ of the budget and amount to $\$ 3,812,238$ and are down by $\$ 527,880$ primarily due to net decreases in Executive, \$69,666, Public Works, \$91,650, Public Safety, \$84,148 and Nondepartmental, $\$ 449,899$, with net increases in Community Development, \$50,977, and Emergency Management, \$116,506. None of these departments is overbudget.

Fund balance increased by $\$ 489,635$ current year to date. The prior year to date ending fund balance decreased by \$5,078.

TAF: The ending fund balance as of $3 / 31 / 21$ is $\$ 343,930$. TAF awards this quarter amount to $\$ 48,167$ and returned awards from Get Lit, in the amount of $\$ 8,400$ net the expenditure to $\$ 39,767$ as shown on page 4. See page 8 for data as of April 30, 2021.
TRT Fund: The ending fund balance as of $03 / 31 / 21$ is $\$ 85$. Two payments have been made to the CB Chamber of Commerce as of $3 / 31 / 21$, the 1 st qtr amount of $\$ 186,844$ and the 2 nd qtr amount of $\$ 81,131$ for a total of $\$ 267,975$.

County TRT Fund: The ending fund balance as of $03 / 31 / 2$ is $\$ 192,170$. A payment from the county was received in January in the amount $\$ 205,977$. Expenses year to date include maintenance costs for plumbing and roof, $\$ 4,653$ and ZCS, $\$ 16,750$ which totals $\$ 21,403$ and a loan payment was made in the amount of \$34,000.

Building Department: Building, Mechanical, Plumbing permits, Plan Review fees, and Building Inspector fees, year to date, are $\$ 91,152, \$ 19,270, \$ 18,387$, $\$ 75,827$, and $\$ 69,285$, respectively, and total $\$ 273,921$. Those same revenues last year at this time amounted to $\$ 258,318$, up by $\$ 15,603$. Total program expenses year to date are $\$ 160,079$ and are $76.2 \%$ of the budget. Fund balance increased year to date by $\$ 117,194$.

Affordable Housing: Construction excise tax ytd in the amount of $\$ 53,881$ was received consisting of $\$ 49,625$ in residential and $\$ 4,256$ in commercial improvements

RV Park: Year to date revenue is $\$ 1,618,563$ and is $84.0 \%$ of the budget

## Debt Outstanding

| GO Bonds 2010 (EFR) payoff $6 / 1 / 27$ | $\$ 1,635,000$ |
| ---: | ---: |
| GO Bonds $2012(\mathrm{WW})$ payoff $6 / 1 / 25$ | $1,500,000$ |
|  | Total |
|  | $\$ 3,135,000$ |

compared to the prior year to date of $\$ 1,506,596$ and was $76.2 \%$ of budget. Year to date program expenses total $\$ 1,256,116$ and are $65.4 \%$ of the budget compared to last year to date expenses of $\$ 1,228,370$ and were $65.0 \%$ of the budget. Fund balance increased $\$ 362,447$ during the year.

Recycling Fund: Recycle surcharge and recycle sales year to date are $\$ 156,191$ and $\$ 6,461$, respectively and $\$ 153,786$ and $\$ 2,153$, last year to date. Year to date program expenses are \$155,622 and are 61.9\% of the budgeted amount. Fund balance increased year to date by $\$ 7,626$.

Water Fund: Water charges are \$996,888 year to date and are $83.1 \%$ of the annual budget amount of $\$ 1,200,000$. Prior year to date water charges were $\$ 915,486$ and $74.6 \%$ of the budget. Year to date program expenses total $\$ 652,779$ and are $61.7 \%$ of the budgeted amount. Transfers out total $\$ 458,559$. Year to date revenues exceed year to date expenses by $\$ 86,579$ and increases fund balance by same.
Wastewater Fund: Wastewater charges are $\$ 1,039,697$ year to date and are $79.7 \%$ of the yearly budget amount of $\$ 1,305,000$. Prior year to date wastewater charges were $\$ 962,291$ and was $75.2 \%$ of the budgeted amount. Year to date program expenses are $\$ 767,501$ and are $60.4 \%$ of the budgeted amount. Year to date revenues exceed year to date expenses by $\$ 293,915$ and increases fund balance by same.

Storm Drain Fund: Storm drain charges are $\$ 208,313$ year to date and are $82.8 \%$ of the budget amount. Prior year to date storm drain charges were $\$ 156,923$ and was $80.2 \%$ of the budgeted amount. Program expenses are $\$ 134,641$ and are $57.7 \%$ of the budgeted amount. Year to date revenues exceed year to date expenses by $\$ 84,180$ and increases fund balance by same.

Roads Fund: Year to date revenues amount to $\$ 546,861$ and are $81.0 \%$ of the budgeted amount. Property tax, state highway funds, and transfers from the general fund contribute the majority of the revenue in the amounts of $\$ 245,426, \$ 83,609$, and $\$ 199,901$, respectively. Program expenses are $\$ 554,170$ and are $55.6 \%$ of the budgeted amount. Year to date expenses exceed year to date revenues by $\$ 7,309$ and decreases fund balance by same.

3rd Quarter 2021

| Revenue |  | Jan - Mar |  | Current Fiscal Year to Date | $\begin{gathered} \text { 2020-2021 } \\ \text { Budget } \end{gathered}$ | \% of Current Budget |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | fye 2021 | fye 2020 |  |  |  |
| 1 | Property taxes-current | 22,327 | 18,818 | 649,705 | 638,377 | 101.77 |
| 2 | Property taxes-prior | 2,532 | 3,380 | 18,046 | 20,000 | 90.23 |
| 3 | Transient room tax 6\% | 610,849 | 533,818 | 2,002,255 | 2,149,305 | 93.16 |
| 4 | Transient room tax 1\%-07/01/10 | 30,542 | 26,691 | 100,113 | 107,465 | 93.16 |
| 5 | Transient room tax 1\%-10/01/15 | 30,542 | 26,691 | 100,113 | 107,465 | 93.16 |
| 6 | Short Term Room Tax 6\% | 89,713 | 59,236 | 290,798 | 358,652 | 81.08 |
| 7 | Short Term Room Tax 1\%-07/01/10 | 4,486 | 2,962 | 14,540 | 17,932 | 81.08 |
| 8 | Short Term Room Tax 1\%-10/01/15 | 4,486 | 2,962 | 14,540 | 17,932 | 81.08 |
| 9 | Business Licenses | 1,504 | 2,100 | 73,624 | 81,000 | 90.89 |
| 10 | Gaming License |  |  |  | 25 | 0.00 |
| 11 | Alarm Fees | 45 | 65 | 225 | 1,200 | 18.75 |
| 12 | Franchise Fees | 84,821 | 85,268 | 137,115 | 198,000 | 69.25 |
| 13 | Liquor Taxes | 9,023 | 7,780 | 22,938 | 33,841 | 67.78 |
| 14 | OLCC License Renewal | 305 | 290 | 305 | 295 | 103.39 |
| 15 | Cigarette Taxes | 330 | 460 | 1,174 | 1,932 | 60.77 |
| 16 | State revenue sharing | 14,658 | 12,492 | 27,223 | 40,000 | 68.06 |
| 17 | Marijuana Tax | 22,065 | 6,265 | 32,089 | 26,002 | 123.41 |
| 18 | Other Grant Funds |  |  |  | - | 0.00 |
| 19 | Land Leases | 11,394 | 11,259 | 34,046 | 45,440 | 74.93 |
| 20 | Right of Way Permits |  |  |  |  | 0.00 |
| 21 | Fire District Share-Dispatch |  |  | 15,694 | 15,700 | 99.96 |
| 22 | Interest Income | 15,166 | 41,135 | 46,744 | 70,000 | 66.78 |
| 23 | Vehicle Impound Fees | 250 | 150 | 573 | 300 | 191.00 |
| 24 | Miscellaneous Income | 1,962 | $(2,211)$ | 8,056 | 10,000 | 80.56 |
| 25 | Transfers In - RV Park |  | 210,775 |  |  |  |
| 26 | Transfers In - General Reserve |  |  |  | 1,300,000 | 0.00 |
|  | HRAP |  |  |  |  |  |
| 27 | Grants |  |  |  | 1,000 | 0.00 |
| 28 | Day Camp Revenue |  |  | 139 | 3,500 | 3.97 |
| 29 | HRAP Eco Tours | 1,182 | 116 | 1,583 | 2,000 | 79.15 |
| 30 | Merchandise Sales |  |  | 37 | - | 0.00 |
| 31 | Donations-Friends of HRAP |  |  | 5,708 | 20,000 | 28.54 |
| 32 | Donations-Misc | 829 | 97 | 1,239 | 500 | 247.80 |
| 33 | OR Community Foundation Grant |  |  | 5,500 | - | 0.00 |
|  | Farmer's Market |  |  |  |  |  |
| 34 | Vendor Fees |  |  | (35) | 9,800 | -0.36 |
| 35 | Farmer's Market Sales |  |  |  | 3,300 | 0.00 |
| 36 | Entertainment Donations |  |  |  | 500 | 0.00 |
|  | Municipal Court |  |  |  |  |  |
| 37 | Fines | 13,992 | 23,099 | 54,183 | 58,000 | 93.42 |
|  | Planning |  |  |  |  |  |
| 38 | Short Term Rental Permit | 1,875 | 2,771 | 11,250 | 16,500 | 68.18 |
| 39 | Planning | 7,725 | 3,425 | 19,025 | 16,000 | 118.91 |
| 40 | Local Planning Fee | 3,074 | 2,266 | 8,109 | 7,000 | 115.84 |
| 41 | Grant-ODOT (TSP) |  |  |  | 100,000 | 0.00 |
|  | PW Parking |  |  |  |  |  |
| 42 | Parking Lot Maintenance |  |  | 38,061 | 38,061 | 100.00 |
|  | Police |  |  |  |  |  |
| 43 | BVP Grant |  |  |  |  |  |
| 44 | ODOT Safety Belt/OT Grant | 470 |  | 470 | 1,200 | 39.17 |
| 45 | K-9 Donations |  |  |  |  |  |
| 46 | CB National Night Out |  |  | 1,000 | 250 | 400.00 |
|  | Emergency Management |  |  |  |  |  |
| 47 | Storage Fee Revenue |  | (55) | 2,310 | 2,300 | 100.43 |
| 48 | MRC Donations | 1,000 | 2,950 | 1,000 |  |  |
| 49 | NAACHO-Grant |  |  |  | 10,000 |  |
| 50 | OEM Grant (Food Stock) | 34,498 |  | 34,498 | 34,500 | 99.99 |
| 51 | Total revenues | 1,021,645 | 1,085,055 | 3,773,993 | 5,565,274 | 67.81 |

Page 3
June 8, 2021

City of Cannon Beach Financial Report

3rd Quarter 2021

|  |  | Jan - Mar |  | Current Fiscal Year to Date | $\begin{gathered} \text { 2020-2021 } \\ \text { Budget } \\ \hline \end{gathered}$ | $\%$ of Current Budget |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | fye 2021 | fye 2020 |  |  |  |
| Executive |  |  |  |  |  |  |
| 1 | Building Maintenance | 16,988 | 12,096 | 34,121 | 30,000 | 113.74 |
| 2 | Community Programs | 45,929 | 25,250 | 153,353 | 195,500 | 78.44 |
| 3 | HRAP | 49,467 | 75,052 | 180,910 | 309,969 | 58.36 |
| 4 | Farmer's Market | 7,844 | 8,207 | 25,800 | 43,612 | 59.16 |
| 5 | 5 Municipal Court | 5,601 | 4,722 | 18,378 | 43,797 | 41.96 |
| 6 | Total Executive | 125,829 | 125,327 | 412,562 | 622,878 | 66.23 |
|  |  |  |  |  |  |  |
| 7 | Community Development | 97,232 | 76,019 | 290,164 | 500,705 | 57.95 |
|  |  |  |  |  |  |  |
| Public Works |  |  |  |  |  |  |
| 8 | Ecola Forest Reserve | 866 | 1,247 | 5,716 | 22,672 | 25.21 |
| 9 | Parks | 39,040 | 64,515 | 143,140 | 247,196 | 57.91 |
| 10 | Parking | 14,238 | 2,465 | 20,258 | 29,762 | 68.07 |
| 11 | Public Restrooms-Litter | 50,150 | 40,073 | 155,581 | 253,000 | 61.49 |
| 12 | Total Public Works | 104,294 | 108,300 | 324,695 | 552,630 | 58.75 |
|  |  |  |  |  |  |  |
|  | Public Safety |  |  |  |  |  |
| 13 | Police | 337,312 | 325,633 | 1,081,097 | 1,572,431 | 68.75 |
| 14 | Lifesaving | 21,170 | 13,799 | 113,219 | 130,169 | 86.98 |
| 15 | Total Public Safety | 358,482 | 339,432 | 1,194,316 | 1,702,600 | 70.15 |
|  |  |  |  |  |  |  |
| 16 | Emergency Management | 66,817 | 38,608 | 211,243 | 321,394 | 65.73 |
|  |  |  |  |  |  |  |
|  | Non-Departmental |  |  |  |  |  |
| 17 | Administrative Services | 125,532 | 119,563 | 436,325 | 609,603 | 71.58 |
| 18 | Capital Outlay |  |  |  |  |  |
| 19 | Contingency |  |  |  | 493,972 | 0.00 |
| 20 | Transfers | 415,053 | 838,205 | 415,053 | 415,053 | 100.00 |
| 21 | Total Non-Departmental | 540,585 | 957,768 | 851,378 | 1,518,628 | 56.06 |
|  |  |  |  |  |  |  |
| 22 | Total Expenditures | 1,293,239 | 1,645,454 | 3,284,358 | 5,218,835 | 62.93 |
|  |  |  |  |  |  |  |
|  | General Fund Summary |  |  |  |  |  |
|  |  |  | Fiscal Year <br> Ending 2021 | Fiscal Year <br> Ending 2020 | $\begin{gathered} \text { 2020/2021 } \\ \text { Budget } \\ \hline \end{gathered}$ |  |
| 23 | Beginning Fund Balance-July 1 |  | \$ 1,735,317 | \$ 1,668,827 | \$ 377,976 |  |
|  |  |  |  |  |  |  |
| 24 | Revenues year to date |  | 3,773,993 | 3,807,160 | 5,565,274 |  |
|  |  |  |  |  |  |  |
| 25 | Expenditures year to date |  | 3,284,358 | 3,812,238 | 5,218,835 |  |
|  |  |  |  |  |  |  |
| 26 | Ending Fund Balance-Dec 31 |  | \$ 2,224,952 | \$ 1,663,749 | \$ 724,415 |  |

Page 4
June 8, 2021

City of Cannon Beach
Financial Report

Other Funds - Revenues with Expenditures (by object class)
3rd Quarter 2021

|  | Tourism and Arts Fund |  |  |  | Transient Room Tax Fund |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | Current Quarter | $\begin{gathered} \text { Year } \\ \text { to Date } \end{gathered}$ | Budget | \% of Budget | Current Quarter | $\begin{gathered} \text { Year } \\ \text { to Date } \\ \hline \end{gathered}$ | Budget | \% of Budget |
| 1 Beginning Fund Balance | 301,965 | 172,337 | - | - | (516) | 537 | - | - |
| 2 Plus: Revenues | 81,732 | 301,523 | 326,595 | 92.32 | 81,732 | 267,523 | 292,595 | 91.43 |
| Less: |  |  |  |  |  |  |  |  |
| 3 Personnel Services |  |  |  |  |  |  |  |  |
| 4 Materials and Services | 39,767 | 129,930 | 292,595 | 44.41 | 81,131 | 267,975 | 292,595 | 91.59 |
| 5 Program Expenses Subtotal | 39,767 | 129,930 | 292,595 | 44.41 | 81,131 | 267,975 | 292,595 | 91.59 |
| 6 Contingency |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
| 7 Ending Fund Balance | 343,930 | 343,930 | 34,000 | 1,011.56 | 85 | 85 | - | - |
|  | County TRT Fund |  |  |  | Building Official Fund |  |  |  |
|  | Current Quarter | Year to Date | Budget | \% of <br> Budget | Current <br> Quarter | Year <br> to Date | Budget | $\begin{gathered} \% \text { of } \\ \text { Budget } \\ \hline \end{gathered}$ |
| 8 Beginning Fund Balance | $(10,928)$ | 41,596 | - | - | 281,757 | 220,898 | 135,000 | 163.63 |
| 9 Plus: Revenues | 205,977 | 205,977 | 292,595 | 70.40 | 115,651 | 277,273 | 204,455 | 135.62 |
| Less: |  |  |  |  |  |  |  |  |
| 10 Personnel Services |  |  |  |  | 47,693 | 123,744 | 161,064 | 76.83 |
| 11 Materials and Services | 2,879 | 21,403 | 258,595 | 8.28 | 11,623 | 36,335 | 48,938 | 74.25 |
| 12 Capital Outlay |  |  |  |  |  |  |  |  |
| 13 Program Expenses Subtotal | 2,879 | 21,403 | 258,595 | 8.28 | 59,316 | 160,079 | 210,002 | 76.23 |
| 14 Debt Service |  | 34,000 | 34,000 |  |  |  |  |  |
| 15 Transfers Out |  |  |  |  |  |  |  |  |
| 16 Contingency |  |  |  |  |  |  | 129,453 | - |
| 17 Ending Fund Balance | 192,170 | 192,170 | - | - | 338,092 | 338,092 | - | - |
|  | Affordable Housing Fund |  |  |  | RV Park Fund |  |  |  |
|  | $\begin{gathered} \hline \begin{array}{l} \text { Current } \\ \text { Quarter } \end{array} \\ \hline 211.047 \end{gathered}$ | $\begin{gathered} \text { Year } \\ \text { to Date } \end{gathered}$ | Budget | \% of Budget | Current Quarter | $\begin{aligned} & \text { Year } \\ & \text { to Date } \end{aligned}$ | Budget | $\begin{gathered} \hline \% \text { of } \\ \text { Budget } \end{gathered}$ |
| 18 Beginning Fund Balance |  | 185,470 | 164,000 | 113.09 | 893,067 | 551,451 | 160,000 | 344.66 |
| 19 Plus: Revenues | 28,304 | 53,881 | 53,000 | 101.66 | 422,152 | 1,618,563 | 1,926,884 | 84.00 |
| Less: |  |  |  |  |  |  |  |  |
| 20 Personnel Services |  |  |  |  |  |  | 1,474 | - |
| 21 Materials and Services |  |  | 89,500 | - | 401,321 | 1,256,116 | 1,919,363 | 65.44 |
| 22 Capital Outlay |  |  |  |  |  |  |  |  |
| 23 Program Expenses Subtotal | - | - | 89,500 | - | 401,321 | 1,256,116 | 1,920,837 | 65.39 |
| 24 Debt Service |  |  |  |  |  |  |  |  |
| 25 Transfers Out |  |  |  |  |  |  |  |  |
| 26 Contingency |  |  | 127,500 | - |  |  | 166,047 | - |
| 27 Ending Fund Balance | 239,351 | 239,351 | - | - | 913,898 | 913,898 | - | - |

Page 5
June 8, 2021

City of Cannon Beach
Financial Report

Other Funds - Revenues with Expenditures (by object class)
3rd Quarter 2021


Page 6
June 8, 2021

City of Cannon Beach
Financial Report

|  | Administrative Services |  |  |  |
| :---: | :---: | :---: | :---: | :---: |
|  | Current Quarter | Year to Date | Budget | \% of Budget |
| 1 Beginning Fund Balance |  |  |  |  |
|  |  |  |  |  |
| 2 Plus: Revenues | 391,968 | 1,311,084 | 1,842,535 | 71.16 |
|  |  |  |  |  |
| Less: |  |  |  |  |
| 3 Executive | 94,199 | 318,719 | 499,588 | 63.80 |
| 4 Finance | 116,068 | 348,912 | 481,738 | 72.43 |
| 5 IT | 42,934 | 186,398 | 239,484 | 77.83 |
| 6 Central Services | 49,180 | 185,302 | 214,950 | 86.21 |
| 7 Public Works | 89,587 | 271,753 | 406,775 | 66.81 |
|  |  |  |  |  |
| 8 Ending Fund Balance | - | - | - | - |

July 1, 2020 Beginning Fund Balances Compared to Budget

|  |  |  |  |  |
| ---: | ---: | ---: | ---: | ---: |
|  |  |  |  | Variance <br> favorable |
|  |  |  |  |  |
| (unfavorable) |  |  |  |  |$|$

Transient Room Tax—Data through April 30, 2021
3rd Quarter 2021



## Year to Date through April 30, 2021

Transient Room Tax
Fiscal year ending June 30, 2021
By Fund
General Fund

| General Fund |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | qtr 1 | qtr 2 | qtr 3 | qtr 4 | total |
| 1 | budget | 764,449 | 576,652 | 495,599 | 922,051 | 2,758,751 |
| 2 | actual | 1,756,692 | 765,254 | 710,156 |  | 3,232,102 |
| 3 | variance | 992,243 | 188,602 | 214,557 | $(922,051)$ | 473,350 |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| TAF Fund |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  | qtr 1 | qtr 2 | qtr 3 | qtr 4 | total |
|  |  |  |  |  |  |  |
| 4 | budget | 81,078 | 61,160 | 52,564 | 97,793 | 292,595 |
| 5 | actual | 186,316 | 81,163 | 75,320 |  | 342,799 |
| 6 | variance | 105,238 | 20,003 | 22,756 | $(97,793)$ | 50,204 |

TRT Fund


