

CITY OF COOS BAY URBAN RENEWAL AGENCY
Agenda Staff Report

MEETING DATE August 6, 2013	AGENDA ITEM NUMBER
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TO: Chair Gene Melton and Board Members

FROM: Susanne Baker, Finance Director

THROUGH: Rodger Craddock, City Manager

ISSUE: June 2013 Urban Renewal Fund Summary, Balance Sheet, and Combined Cash Investment Reports

BACKGROUND:

These reports are being provided to the Urban Renewal Agency and the public pursuant to a recommendation from the City's Auditor and City Manager to provide transparency and full disclosure to all interested parties. Routinely, the Urban Renewal transactions are included in three of the City's five bank statements (Accounts Payable, Local Government Investment Pool, and Umpqua Bank State Pool) and are balanced by the middle of the following month; expenditures and receipts are updated daily; deposits made daily; and the financial reports available upon request as well as uploaded monthly onto the Citywide drive.

ATTACHED REPORTS:

The **Fund Summary** shows all Urban Renewal funds are within appropriation levels for June with 100% of the fiscal year having elapsed. Urban Renewal Downtown Property Tax Collections are at 97.8% of budget and Urban Renewal Empire Property Tax Collections are at 102.4% of budget.

The **Balance Sheet** shows the Beginning Balance (Fund Balance 7/1/12); (Used or Earned) or the difference between what has been earned to what has been spent (7/1/12 through 6/30/2013); and the Ending Balance or what amount remains as Fund Balance on 6/30/2013. Fiscal Year 2013 will remain open through the month of July to pay the outstanding invoices received in July. Final Fiscal Year 2013 expenditures will be summarized through the audit process.

Balance Sheet Fund	Beginning Fund Balance FYE13 Audited	(Used) Earned	Ending Fund Balance
Downtown Special Revenue	337,849.98	(126,529.06)	211,320.92
Empire Special Revenue	60,250.56	(5,579.58)	54,670.98
Empire Program	432,351.51	2,413.50	434,765.01
Downtown Bond	1,033.66	0.00	1,033.66
Empire Bond	0.15	(0.15)	.00
Downtown Program	23,214.53	129.59	23,344.12
Downtown Capital Projects	1,560,311.27	225,354.96	1,785,666.23
Empire Capital Projects	1,111,521.29	117,189.17	1,228,710.46

Downtown Bond Reserve	665,719.94	16,484.09	682,204.03
Empire Bond Reserve	239,710.86	(13,881.46)	225,829.40

The **Combined Cash Investment Report** shows total combined cash of \$4,647,545.49 (see table below).

Combined Cash Accounts:

Allocations to:		
Downtown Special Revenue Fund	\$	211,320.92
Empire Special Revenue Fund		54,671.66
Empire Program Fund		434,765.01
Downtown Bond Fund		1,033.66
Empire Bond Fund		.00
Downtown Program Fund		23,344.12
Downtown Capital Projects Fund		1,785,666.23
Empire Capital Projects Fund		1,228,710.46
Downtown Bond Reserve Fund		682,204.03
Empire Bond Reserve Fund		225,829.40
TOTAL URBAN RENEWAL AGENCY COMBINED CASH	\$	4,647,545.49

DISADVANTAGES:

None.

BUDGET:

The cash carryover is secure (fully collateralized or held in State's Local Government Investment Pool) and available for operations.

ACTION:

If it pleases the Urban Renewal Agency, accept the monthly Fund Summary, Balance Sheet, and Combined Cash Reports for June 30, 2013.

Attachments:

- Fund Summary June 30, 2013 (10 pages)
- Balance Sheet June 30, 2013 (10 pages)
- Combined Cash Investment June 30, 2013 (1 page)

City of Coos Bay
Fund Summary
For the 12 Months Ending June 30, 2013

Downtown Special Revenue Fund

	Period Actual	YTD Actual	Budget	Variance	Pcnt
<u>Revenue</u>					
Carryover	.00	.00	337,590.00	337,590.00	.0
Property Taxes	33,550.72	949,964.02	971,770.00	21,805.98	97.8
Use Of Money & Property	81.51	3,077.77	1,000.00	(2,077.77)	307.8
Total Fund Revenue	33,632.23	953,041.79	1,310,360.00	357,318.21	72.7
<u>Expenditures</u>					
Expenditures	.00	1,079,570.85	1,310,360.00	230,789.15	82.4
Total Fund Expenditures	.00	1,079,570.85	1,310,360.00	230,789.15	82.4
Net Revenue Over Expenditures	33,632.23	(126,529.06)	.00	126,529.06	.0

City of Coos Bay
Fund Summary
For the 12 Months Ending June 30, 2013

Empire Special Revenue Fund

	Period Actual	YTD Actual	Budget	Variance	Pcnt
<u>Revenue</u>					
Carryover	.00	.00	27,727.00	27,727.00	.0
Property Taxes	21,294.50	606,002.25	592,059.00	(13,943.25)	102.4
Use Of Money & Property	15.30	1,357.86	100.00	(1,257.86)	1357.9
Total Fund Revenue	21,309.80	607,360.11	619,886.00	12,525.89	98.0
<u>Expenditures</u>					
Expenditures	.00	612,939.69	619,886.00	6,946.31	98.9
Total Fund Expenditures	.00	612,939.69	619,886.00	6,946.31	98.9
Net Revenue Over Expenditures	21,309.80	(5,579.58)	.00	5,579.58	.0

City of Coos Bay
Fund Summary
For the 12 Months Ending June 30, 2013

Empire Program Fund

	Period Actual	YTD Actual	Budget	Variance	Pcnt
<u>Revenue</u>					
Carryover	.00	.00	432,352.00	432,352.00	.0
Use Of Money & Property	199.35	2,413.50	1,326.00	(1,087.50)	182.0
Total Fund Revenue	199.35	2,413.50	433,678.00	431,264.50	.6
<u>Expenditures</u>					
Expenditures	.00	.00	433,678.00	433,678.00	.0
Total Fund Expenditures	.00	.00	433,678.00	433,678.00	.0
Net Revenue Over Expenditures	199.35	2,413.50	.00	(2,413.50)	.0

City of Coos Bay
Fund Summary
For the 12 Months Ending June 30, 2013

Downtown Bond Fund

	Period Actual	YTD Actual	Budget	Variance	Pcnt
<u>Revenue</u>					
Use Of Money & Property	.00	.00	1,034.00	1,034.00	.0
Other Financing Sources	.00	1,060,170.08	1,068,895.00	8,724.92	99.2
Total Fund Revenue	.00	1,060,170.08	1,069,929.00	9,758.92	99.1
<u>Expenditures</u>					
Expenditures	.00	1,060,170.08	1,069,929.00	9,758.92	99.1
Total Fund Expenditures	.00	1,060,170.08	1,069,929.00	9,758.92	99.1
Net Revenue Over Expenditures	.00	.00	.00	.00	.0

City of Coos Bay
Fund Summary
For the 12 Months Ending June 30, 2013

Empire Bond Fund

	Period Actual	YTD Actual	Budget	Variance	Pcnt
<u>Revenue</u>					
Other Financing Sources	.00	619,302.23	619,883.00	580.77	99.9
Total Fund Revenue	.00	619,302.23	619,883.00	580.77	99.9
<u>Expenditures</u>					
Expenditures	.00	619,302.38	619,883.00	580.62	99.9
Total Fund Expenditures	.00	619,302.38	619,883.00	580.62	99.9
Net Revenue Over Expenditures	.00	(.15)	.00	.15	.0

City of Coos Bay
Fund Summary
For the 12 Months Ending June 30, 2013

Downtown Program Fund

	Period Actual	YTD Actual	Budget	Variance	Pcnt
<u>Revenue</u>					
Carryover	.00	.00	23,215.00	23,215.00	.0
Use Of Money & Property	10.70	129.59	75.00	(54.59)	172.8
Total Fund Revenue	10.70	129.59	23,290.00	23,160.41	.6
<u>Expenditures</u>					
Expenditures	.00	.00	23,290.00	23,290.00	.0
Total Fund Expenditures	.00	.00	23,290.00	23,290.00	.0
Net Revenue Over Expenditures	10.70	129.59	.00	(129.59)	.0

City of Coos Bay
Fund Summary
For the 12 Months Ending June 30, 2013

Downtown Capital Projects Fund

	Period Actual	YTD Actual	Budget	Variance	Pcnt
<u>Revenue</u>					
Carryover	.00	.00	846,837.89	846,837.89	.0
Revenue From Other Agencies	.00	.00	20,000.00	20,000.00	.0
Use Of Money & Property	750.56	8,980.70	2,300.00	(6,680.70)	390.5
Repayments	.00	66,000.00	66,000.00	.00	100.0
Other Revenue	151,646.39	443,396.10	644,502.00	201,105.90	68.8
Transfers In	.00	384,967.90	372,706.00	(12,261.90)	103.3
Total Fund Revenue	<u>152,396.95</u>	<u>903,344.70</u>	<u>1,952,345.89</u>	<u>1,049,001.19</u>	<u>46.3</u>
<u>Expenditures</u>					
Expenditures	<u>3,241.25</u>	<u>677,989.74</u>	<u>1,952,345.89</u>	<u>1,274,356.15</u>	<u>34.7</u>
Total Fund Expenditures	<u>3,241.25</u>	<u>677,989.74</u>	<u>1,952,345.89</u>	<u>1,274,356.15</u>	<u>34.7</u>
Net Revenue Over Expenditures	<u><u>149,155.70</u></u>	<u><u>225,354.96</u></u>	<u><u>.00</u></u>	<u><u>(225,354.96)</u></u>	<u><u>.0</u></u>

City of Coos Bay
Fund Summary
For the 12 Months Ending June 30, 2013

Empire Capital Projects Fund

	Period Actual	YTD Actual	Budget	Variance	Pcnt
<u>Revenue</u>					
Carryover	.00	.00	784,132.00	784,132.00	.0
Revenue From Other Agencies	.00	.00	3,394,687.00	3,394,687.00	.0
Use Of Money & Property	563.78	5,621.01	400.00	(5,221.01)	1405.3
Transfers In	.00	398,206.68	394,022.00	(4,184.68)	101.1
Total Fund Revenue	563.78	403,827.69	4,573,241.00	4,169,413.31	8.8
<u>Expenditures</u>					
Expenditures	838.54	286,638.52	4,573,241.00	4,286,602.48	6.3
Total Fund Expenditures	838.54	286,638.52	4,573,241.00	4,286,602.48	6.3
Net Revenue Over Expenditures	(274.76)	117,189.17	.00	(117,189.17)	.0

City of Coos Bay
Fund Summary
For the 12 Months Ending June 30, 2013

Downtown Bond Reserve Fund

	Period Actual	YTD Actual	Budget	Variance	Pcnt
<u>Revenue</u>					
Use Of Money & Property	.00	.00	665,720.00	665,720.00	.0
Other Financing Sources	.00	33,356.00	33,356.00	.00	100.0
Total Fund Revenue	.00	33,356.00	699,076.00	665,720.00	4.8
<u>Expenditures</u>					
Expenditures	.00	16,871.91	699,076.00	682,204.09	2.4
Total Fund Expenditures	.00	16,871.91	699,076.00	682,204.09	2.4
Net Revenue Over Expenditures	.00	16,484.09	.00	(16,484.09)	.0

City of Coos Bay
Fund Summary
For the 12 Months Ending June 30, 2013

Empire Bond Reserve Fund

	Period Actual	YTD Actual	Budget	Variance	Pcnt
<u>Revenue</u>					
Use Of Money & Property	.00	.00	239,711.00	239,711.00	.0
Other Financing Sources	.00	3.00	3.00	.00	100.0
Total Fund Revenue	.00	3.00	239,714.00	239,711.00	.0
<u>Expenditures</u>					
Expenditures	.00	13,884.46	239,714.00	225,829.54	5.8
Total Fund Expenditures	.00	13,884.46	239,714.00	225,829.54	5.8
Net Revenue Over Expenditures	.00	(13,881.46)	.00	13,881.46	.0

City of Coos Bay
 Balance Sheet
 June 30, 2013

Downtown Special Revenue Fund

<u>ASSETS</u>			
51-000-100-1001	Cash - Combined Fund		211,320.92
51-000-100-1204	Taxes Receivable		114,129.00
			<u>114,129.00</u>
	Total Assets		<u><u>325,449.92</u></u>
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
51-000-200-2040	Deferred Revenue		114,129.00
			<u>114,129.00</u>
	Total Liabilities		114,129.00
<u>FUND EQUITY</u>			
	Unappropriated Fund Balance:		
51-000-200-2500	Fund Balance	337,849.98	
	Revenue over Expenditures - YTD	(126,529.06)	
			<u>126,529.06</u>
	Balance - Current Date		211,320.92
			<u>211,320.92</u>
	Total Fund Equity		<u>211,320.92</u>
	Total Liabilities and Equity		<u><u>325,449.92</u></u>

City of Coos Bay
Balance Sheet
June 30, 2013

Empire Special Revenue Fund

<u>ASSETS</u>			
52-000-100-1001	Cash - Combined Fund	54,671.66	
52-000-100-1204	Taxes Receivable	67,618.00	
	Total Assets		122,289.66
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
52-000-200-2040	Deferred Revenue	67,618.68	
	Total Liabilities		67,618.68
<u>FUND EQUITY</u>			
	Unappropriated Fund Balance:		
52-000-200-2500	Fund Balance	60,250.56	
	Revenue over Expenditures - YTD	(5,579.58)	
	Balance - Current Date	54,670.98	
	Total Fund Equity		54,670.98
	Total Liabilities and Equity		122,289.66

City of Coos Bay
 Balance Sheet
 June 30, 2013

Empire Program Fund

ASSETS

53-000-100-1001	Cash - Combined Fund		434,765.01	
	Total Assets			<u>434,765.01</u>

LIABILITIES AND EQUITY

FUND EQUITY

	Unappropriated Fund Balance:			
53-000-200-2500	Fund Balance	432,351.51		
	Revenue over Expenditures - YTD	<u>2,413.50</u>		
	Balance - Current Date		<u>434,765.01</u>	
	Total Fund Equity			<u>434,765.01</u>
	Total Liabilities and Equity			<u>434,765.01</u>

City of Coos Bay
 Balance Sheet
 June 30, 2013

Downtown Bond Fund

ASSETS

54-000-100-1001	Cash - Combined Fund	1,033.66	
54-000-100-1490	Future Bond Requirement Dtn 03	2,124,028.52	
54-000-100-1494	Future Require - URA Bond 2009	914,153.06	
		<hr/>	
	Total Assets		<u>3,039,215.24</u>

LIABILITIES AND EQUITY

FUND EQUITY

54-000-200-2406	Reserve For Future Debt Dtn 03	2,124,028.52	
54-000-200-2410	Reserve Future Debt Dtn VI 09	914,153.06	
	Unappropriated Fund Balance:		
54-000-200-2500	Fund Balance	1,033.66	
		<hr/>	
	Balance - Current Date	1,033.66	
		<hr/>	
	Total Fund Equity		<u>3,039,215.24</u>
			<hr/>
	Total Liabilities and Equity		<u>3,039,215.24</u>

City of Coos Bay
 Balance Sheet
 June 30, 2013

Empire Bond Fund

ASSETS

55-000-100-1490	Future Bond Requirement Emp 03	966,535.93	
	Total Assets		<u>966,535.93</u>

LIABILITIES AND EQUITY

FUND EQUITY

55-000-200-2406	Reserve For Future Debt Emp 03	966,535.93	
	Unappropriated Fund Balance:		
55-000-200-2500	Fund Balance	.15	
	Revenue over Expenditures - YTD	(.15)	
	Balance - Current Date		<u>.00</u>
	Total Fund Equity		<u>966,535.93</u>
	Total Liabilities and Equity		<u>966,535.93</u>

City of Coos Bay
 Balance Sheet
 June 30, 2013

Downtown Program Fund

ASSETS

56-000-100-1001	Cash - Combined Fund		23,344.12	
			<u>23,344.12</u>	
	Total Assets			<u><u>23,344.12</u></u>

LIABILITIES AND EQUITY

FUND EQUITY

	Unappropriated Fund Balance:			
56-000-200-2500	Fund Balance		23,214.53	
	Revenue over Expenditures - YTD		129.59	
			<u>23,344.12</u>	
	Balance - Current Date			<u>23,344.12</u>
	Total Fund Equity			<u>23,344.12</u>
	Total Liabilities and Equity			<u><u>23,344.12</u></u>

City of Coos Bay
 Balance Sheet
 June 30, 2013

Downtown Capital Projects Fund

ASSETS

57-000-100-1001	Cash - Combined Fund	1,785,666.23	
57-000-100-1210	Long Term A/R DSL Edgewater	2,956.44	
57-000-100-1490	Long Term A/R CH Seismic Loan	540,000.00	
		<u> </u>	
	Total Assets		<u><u>2,328,622.67</u></u>

LIABILITIES AND EQUITY

LIABILITIES

57-000-200-2041	Deferred Revenue DSL Edgewater	2,956.44	
57-000-200-2042	Deferred Revenue CH Seismic Lo	540,000.00	
		<u> </u>	
	Total Liabilities		542,956.44

FUND EQUITY

	Unappropriated Fund Balance:		
57-000-200-2500	Fund Balance	1,560,311.27	
	Revenue over Expenditures - YTD	225,354.96	
		<u> </u>	
	Balance - Current Date	1,785,666.23	
		<u> </u>	
	Total Fund Equity		<u>1,785,666.23</u>
	Total Liabilities and Equity		<u><u>2,328,622.67</u></u>

City of Coos Bay
Balance Sheet
June 30, 2013

Empire Capital Projects Fund

ASSETS

58-000-100-1001	Cash - Combined Fund	1,228,710.46	
	Total Assets		<u>1,228,710.46</u>

LIABILITIES AND EQUITY

FUND EQUITY

	Unappropriated Fund Balance:		
58-000-200-2500	Fund Balance	1,111,521.29	
	Revenue over Expenditures - YTD	<u>117,189.17</u>	
	Balance - Current Date		<u>1,228,710.46</u>
	Total Fund Equity		<u>1,228,710.46</u>
	Total Liabilities and Equity		<u>1,228,710.46</u>

City of Coos Bay
 Balance Sheet
 June 30, 2013

Downtown Bond Reserve Fund

ASSETS

60-000-100-1001	Cash - Combined Fund	682,204.03	
	Total Assets		<u>682,204.03</u>

LIABILITIES AND EQUITY

FUND EQUITY

	Unappropriated Fund Balance:		
60-000-200-2500	Fund Balance	665,719.94	
	Revenue over Expenditures - YTD	<u>16,484.09</u>	
	Balance - Current Date		<u>682,204.03</u>
	Total Fund Equity		<u>682,204.03</u>
	Total Liabilities and Equity		<u>682,204.03</u>

City of Coos Bay
Balance Sheet
June 30, 2013

Empire Bond Reserve Fund

ASSETS

61-000-100-1001	Cash - Combined Fund	225,829.40	
	Total Assets		225,829.40

LIABILITIES AND EQUITY

FUND EQUITY

Unappropriated Fund Balance:			
61-000-200-2500	Fund Balance	239,710.86	
	Revenue over Expenditures - YTD	(13,881.46)	
	Balance - Current Date	225,829.40	
	Total Fund Equity		225,829.40
	Total Liabilities and Equity		225,829.40

City of Coos Bay
Combined Cash Investment
June 30, 2013

Combined Cash Accounts

Cash Allocation Reconciliation

51 Allocation to Downtown Special Revenue Fund	211,320.92
52 Allocation to Empire Special Revenue Fund	54,671.66
53 Allocation to Empire Program Fund	434,765.01
54 Allocation to Downtown Bond Fund	1,033.66
56 Allocation to Downtown Program Fund	23,344.12
57 Allocation to Downtown Capital Projects Fund	1,785,666.23
58 Allocation to Empire Capital Projects Fund	1,228,710.46
60 Allocation to Downtown Bond Reserve Fund	682,204.03
61 Allocation to Empire Bond Reserve Fund	225,829.40

Total Allocations to Other Funds	4,647,545.49

Zero Proof if Allocations Balance	4,647,545.49
