



AUGUST MONTHLY REPORT

From the Director:

Greetings from the Finance Team!

Payroll has made it through two bi-weekly payroll cycles! The new schedule is working well and Shelly Marcotte, our payroll specialist has done a great job addressing the few minor issues that has popped up.

The Accounting team will be making the final closing entries this week to end FY2018-19. The next several weeks will be quite busy as half the team begins to prepare the Comprehensive Annual Financial Report and the other half will begin working with our Munis implementation project manager and the Munis migration team to begin the Financial System implementation. In all, we have over 13 modules to implement with an estimated go live date of July 1, 2020.

We have hired our last opened position! It has been well over a year since we have been fully staffed and all of us are excited to welcome Amanda Bryant to our team. She will be taking over the Accounting Technician—Municipal Court position and will begin working later this week.

Enjoy the last days of summer!

-Cathy Rodocker

By the Numbers:

Finance Statistics for the period of July 1, 2019-August 31, 2019

Please Note: Utility Billing is reported with a one month lag-the numbers reported reflect the first month of the new fiscal year.

Utility Billing:

Total Monthly Bills	6,704
New Customers	122
New Service Locations	6

Accounts Payable:

Invoices Processed	228
Payments Processed	332

Municipal Court:

Total Citations Issued	434
Total Suspensions Issued	81
Ticket Revenue	\$53,656

PERS Update:

As noted last month, the SB1049 established an Employer Incentive Fund (EIF) that enables the City to invest into a side account to help reduce the City's unfunded liability. Organizations that have a unfunded actuarial liability (UAF) of over 200% were able to file for the EIF match on qualifying employer lump-sum payments starting on September 3rd. The City of Wilsonville's UAL is currently reported at 186% and thus did not qualify for the first round of applications. We will be able to submit an application on December 2nd and we plan on bringing the information to Council to work session on October 7th for further discussion. We will include the staff recommendation in the supplemental budget adjustment that will presented to Counsel later that evening.

FY20 Financial Update:

While very early into the fiscal year, most funds are under the estimated budget percentages thru August. The exception is the General Fund which is due to the overnight loan made to the Urban Renewal Agency (URA). As a result of this transaction, the expenses to date come in at 35% of the overall budget. The receipt of the payment from the URA brings the revenues to 34% of the budget.

	Budget	Activity	% Used
Fund 110 General Fund:			
Taxes	11,655,250	89,934	1%
Intergovernmental	2,265,804	0	-%
Licenses and Permits	177,750	104,145	59%
Charges for Services	747,100	17,566	2%
Fines	320,000	53,656	17%
Investment Revenue	300,900	65,250	22%
Other Revenues	9,569,070	9,004,946	94%
Transfers	3,599,940	506,985	14%
Total Revenue	28,635,814	9,842,481	34%
Personal Services	9,289,445	1,382,037	15%
Materials and Services	18,835,865	9,805,075	52%
Capital Outlay	291,604	0	-%
Transfers	4,003,336	0	-%
Total Expense	32,420,250	11,187,113	35%
Fund 210 Fleet Fund:			
Charges for Services	1,373,975	228,996	17%
Investment Revenue	23,069	2,118	9%
Total Revenue	1,397,044	231,113	17%
Personal Services	781,630	99,488	13%
Materials and Services	674,521	73,554	11%
Capital Outlay	149,000	0	-%
Transfers	2,400	400	17%
Total Expense	1,607,551	173,443	11%
Fund 230 Building Fund:			
Licenses and Permits	548,000	139,847	26%
Licenses and Permits-Villebois	254,000	36,892	15%
Charges for Services	9,000	0	-%
Investment Revenue	70,210	11,448	16%
Transfers	38,173	6,362	17%
Total Revenue	919,383	194,548	21%
Personal Services	1,056,480	136,255	13%
Materials and Services	173,553	7,387	4%
Transfers	650,393	49,709	8%
Total Expense	1,880,426	193,351	10%
Fund 235 Community Development Fund:			
Licenses and Permits	352,440	255,265	72%
Licenses and Permits-Villebois	203,305	5,600	3%
Charges for Services	904,335	5,640	1%
Investment Revenue	55,165	6,053	11%
Other Revenues	400	65	16%
Transfers	2,882,543	133,693	5%
Total Revenue	4,398,188	406,316	9%
Personal Services	3,273,480	332,386	10%
Materials and Services	629,877	40,894	6%
Capital Outlay	0	2,015	-%
Transfers	577,223	96,204	17%
Total Expense	4,480,580	471,499	11%
Fund 240 Road Operating Fund:			
Intergovernmental	1,800,100	0	-%
Investment Revenue	25,075	4,877	19%
Other Revenues	2,000	28,388	1,419%
Total Revenue	1,827,175	33,265	2%
Personal Services	373,970	50,797	14%
Materials and Services	524,865	23,022	4%
Debt Service	82,000	0	-%
Transfers	1,279,014	38,253	3%
Total Expense	2,259,849	112,072	5%

	Budget	Activity	% Used
Fund 245 Road Maintenance Fund:			
Charges for Services	1,899,000	317,578	17%
Investment Revenue	60,180	13,830	23%
Total Revenue	1,959,180	331,408	17%
Transfers	1,797,040	0	-%
Total Expense	1,797,040	0	0%
Fund 260 Transit Fund:			
Taxes	5,151,000	1,113,851	22%
Intergovernmental	4,217,893	6,760	-%
Charges for Services	185,000	16,953	9%
Investment Revenue	55,150	16,503	30%
Other Revenues	14,000	0	-%
Total Revenue	9,623,043	1,154,067	12%
Personal Services	4,146,860	514,900	12%
Materials and Services	2,284,406	270,424	12%
Capital Outlay	2,451,655	12,571	1%
Transfers	637,912	94,552	15%
Total Expense	9,520,833	892,446	9%
Fund 310 Water Operating Fund:			
Charges for Services	9,217,000	2,240,171	24%
Fines	19,000	2,842	15%
Investment Revenue	270,810	43,075	16%
Other Revenues	195,550	2,000	1%
Total Revenue	9,702,360	2,288,089	24%
Personal Services	629,168	68,759	11%
Materials and Services	4,180,454	223,229	5%
Capital Outlay	534,000	0	-%
Debt Service	1,870,000	0	-%
Transfers	4,321,744	124,183	3%
Total Expense	11,535,366	416,171	4%
Fund 320 Sewer Operating Fund:			
Charges for Services	8,239,145	1,318,118	16%
Investment Revenue	270,810	73,619	27%
Other Revenues	18,000	1,331	7%
Transfers	600,000	0	-%
Total Revenue	9,127,955	1,393,068	15%
Personal Services	402,546	34,328	9%
Materials and Services	3,484,878	211,164	6%
Capital Outlay	24,000	0	-%
Debt Service	3,000,000	0	-%
Transfers	4,022,036	89,917	2%
Total Expense	10,933,460	335,409	3%
Fund 350 Street Lighting Fund:			
Charges for Services	545,500	87,247	16%
Investment Revenue	25,075	3,687	15%
Total Revenue	570,575	90,934	16%
Materials and Services	373,843	141	-%
Transfers	430,103	0	-%
Total Expense	803,946	141	0%
Fund 370 Storm Water Operating Fund:			
Charges for Services	3,175,000	514,740	16%
Investment Revenue	50,150	5,122	10%
Total Revenue	3,225,150	519,862	16%
Personal Services	274,796	27,286	10%
Materials and Services	527,543	9,101	2%
Debt Service	508,000	0	-%
Transfers	3,553,189	84,328	2%
Total Expense	4,863,528	120,716	2%