



MAY MONTHLY REPORT

FINANCE—The department where everyone counts

- **2022-23 BUDGET ... “THAT’S A WRAP!”** This of course is a huge collaborative affair within and beyond the Finance Department. Special thanks this year to department staff Katherine Smith, Dillon Jenkins, Cricket Jones, and as well as IS staff Beth Wolf for their significant efforts in creating another vibrant budget process and book. The budget book will be submitted again this year to the national Governmental Finance Officers Association for consideration of a Distinguished Budget Presentation Award. That process, application, and recognition is a best practice and a performance measurement expectation for the department.
- **UTILITY BILLING IMPLEMENTATION:** The City’s migration to a new utility billing system (MUNIS) continues. Estimated Go Live is now anticipated for early Fall 2022. In the interim, this is an ongoing project requiring significant department resources involving fee calculation set up, data migration and testing, working with third party contractors involving bill printing changes and merchant processing improvements as well as, training and establishing workflow process (roles, permissions, approvals) internally for staff.
- **CREDIT CARD POLICY UPDATE:** The City is preparing to institute a 3% charge on credit cards for permitting, business licensing, and transit tax, which will go into effect July 1, 2022. In order to avoid the charge, customers will be able to remit payments online by E-check or through mail by regular check or in person with cash or check. Credit Card use for Utility payment will continue to be free. In preparation, we’re updating the City’s website to ensure customers are aware of all the available payment options.
- **STAFF DEVELOPMENT** At the end of April, Amanda Bryant, Accounting Specialist (Municipal Court) attended the Oregon Association of Court Administrators (OACA) Spring Conference, and in mid-May, Mari Mendez-Sanchez, Accounting Specialist (Accounts Payable) attended the Munis Conference in Indianapolis. These both proved to be invaluable opportunities, to network with other organizations, full of bountiful/applicable learning opportunities. In support of our recent systems implementations, we look forward to sending additional staff to both of these events next year.
- **ATTACHED Monthly (MAY) FINANCIALS:** FINANCE continues to monitor all departments for on-going budget compliance.

City of Wilsonville - Fund Summaries
Reporting Month: May FY 2022



	Current Year Budget	Year to Date Activity	Remaining Balance	% Used
110 - General Fund				
Taxes	\$ 12,450,940	\$ 12,228,658	\$ 222,282	98%
Intergovernmental	2,685,330	5,060,811	(2,375,481)	188%
Licenses and permits	169,850	164,729	5,121	97%
Charges for services	699,990	483,682	216,308	69%
Fines and forfeitures	315,000	142,814	172,186	45%
Investment revenue	91,000	10,120	80,880	11%
Other revenues	16,349,824	16,494,896	(145,072)	101%
Transfers in	4,637,855	3,642,705	995,150	79%
TOTAL REVENUES	\$ 37,399,789	\$ 38,228,415	\$ (828,626)	102%
Personnel services	\$ 10,076,512	\$ 7,837,840	\$ 2,238,672	78%
Materials and services	26,678,542	23,315,804	3,362,738	87%
Capital outlay	20,000	7,703	12,297	39%
Transfers out	5,874,077	1,450,696	4,423,381	25%
TOTAL EXPENDITURES	\$ 42,649,131	\$ 32,612,043	\$ 10,037,088	76%
610 - Fleet Fund				
Charges for services	\$ 1,489,124	\$ 1,365,018	\$ 124,107	92%
Investment revenue	7,500	2,407	5,093	32%
Other revenues	-	69,958	(69,958)	-
TOTAL REVENUES	\$ 1,496,624	\$ 1,437,382	\$ 59,242	96%
Personnel services	\$ 826,900	\$ 698,006	\$ 128,894	84%
Materials and services	671,135	664,888	6,247	99%
Capital outlay	43,000	43,294	(294)	101%
Transfers out	2,400	2,200	200	92%
TOTAL EXPENDITURES	\$ 1,543,435	\$ 1,408,388	\$ 135,047	91%
230 - Building Inspection Fund				
Licenses and permits	\$ 1,060,463	\$ 2,276,229	\$ (1,215,766)	215%
Charges for services	11,700	9,165	2,535	78%
Investment revenue	12,000	5,334	6,666	44%
Transfers in	41,545	38,082	3,463	92%
TOTAL REVENUES	\$ 1,125,708	\$ 2,328,809	\$ (1,203,101)	207%
Personnel services	\$ 1,132,650	\$ 812,623	\$ 320,027	72%
Materials and services	176,948	190,935	(13,987)	108%
Transfers out	522,520	325,830	196,690	62%
TOTAL EXPENDITURES	\$ 1,832,118	\$ 1,329,388	\$ 502,730	73%
231 - Community Development Fund				
Intergovernmental	\$ 161,200	\$ 101,265	\$ 59,935	63%
Licenses and permits	593,446	1,195,259	(601,813)	201%
Charges for services	787,080	617,903	169,177	79%
Investment revenue	8,500	7,228	1,272	85%
Other revenues	250	79,677	(79,427)	31871%
Transfers in	2,684,204	1,585,310	1,098,894	59%
TOTAL REVENUES	\$ 4,234,680	\$ 3,586,642	\$ 648,038	85%
Personnel services	\$ 3,379,050	\$ 2,384,767	\$ 994,283	71%
Materials and services	783,614	620,517	163,097	79%
Transfers out	676,038	547,532	128,506	81%
TOTAL EXPENDITURES	\$ 4,838,702	\$ 3,552,816	\$ 1,285,886	73%
240 - Road Operating Fund				
Intergovernmental	\$ 1,995,223	\$ 1,593,486	\$ 401,737	80%
Investment revenue	12,500	5,399	7,101	43%
Other revenues	-	16,040	(16,040)	-
TOTAL REVENUES	\$ 2,007,723	\$ 1,614,925	\$ 392,798	80%
Personnel services	\$ 434,340	\$ 261,173	\$ 173,167	60%
Materials and services	495,930	371,898	124,032	75%
Capital outlay	13,000	-	13,000	0%
Debt service	27,400	8,934	18,466	33%
Transfers out	900,602	482,457	418,145	54%
TOTAL EXPENDITURES	\$ 1,871,272	\$ 1,124,463	\$ 746,809	60%

City of Wilsonville - Fund Summaries
Reporting Month: May FY 2022



	Current Year Budget	Year to Date Activity	Remaining Balance	% Used
241 - Road Maintenance Fund				
Charges for services	\$ 2,150,000	\$ 2,106,889	\$ 43,111	98%
Investment revenue	20,000	11,611	8,389	58%
TOTAL REVENUES	\$ 2,170,000	\$ 2,118,500	\$ 51,500	98%
Transfers out	\$ 3,443,559	\$ 2,845,687	\$ 597,872	83%
TOTAL EXPENDITURES	\$ 3,443,559	\$ 2,845,687	\$ 597,872	83%
260 - Transit Fund				
Taxes	\$ 5,000,000	\$ 5,857,469	\$ (857,469)	117%
Intergovernmental	3,964,104	2,825,687	1,138,417	71%
Charges for services	-	40,484	(40,484)	-
Fines and forfeitures	5,000	97,856	(92,856)	1957%
Investment revenue	75,000	10,595	64,405	14%
Other revenues	16,000	-	16,000	0%
TOTAL REVENUES	\$ 9,060,104	\$ 8,832,091	\$ 228,013	97%
Personnel services	\$ 4,386,050	\$ 3,391,892	\$ 994,158	77%
Materials and services	2,153,188	1,794,502	358,686	83%
Capital outlay	2,012,500	1,477,636	534,864	73%
Transfers out	669,447	536,750	132,697	80%
TOTAL EXPENDITURES	\$ 9,221,185	\$ 7,200,779	\$ 2,020,406	78%
510 - Water Operating Fund				
Charges for services	\$ 9,411,000	\$ 8,898,812	\$ 512,188	95%
Investment revenue	150,000	39,098	110,902	26%
Other revenues	12,000	66,836	(54,836)	557%
TOTAL REVENUES	\$ 9,573,000	\$ 9,004,746	\$ 568,254	94%
Personnel services	\$ 647,150	\$ 393,243	\$ 253,907	61%
Materials and services	4,566,421	3,201,737	1,364,684	70%
Capital outlay	311,400	72,835	238,565	23%
Debt service	28,500	9,292	19,208	33%
Transfers out	12,858,541	1,338,013	11,520,528	10%
TOTAL EXPENDITURES	\$ 18,412,012	\$ 5,015,120	\$ 13,396,892	27%
520 - Sewer Operating Fund				
Charges for services	\$ 8,275,000	\$ 7,359,493	\$ 915,507	89%
Investment revenue	160,000	33,458	126,542	21%
Other revenues	30,000	25,976	4,024	87%
Loan proceeds	-	7,270	(7,270)	-
Transfers in	600,000	600,000	-	100%
TOTAL REVENUES	\$ 9,065,000	\$ 8,026,197	\$ 1,038,803	89%
Personnel services	\$ 394,580	\$ 281,747	\$ 112,833	71%
Materials and services	3,740,830	2,923,319	817,511	78%
Capital outlay	369,100	-	369,100	0%
Debt service	2,642,900	179,929	2,462,971	7%
Transfers out	5,711,762	1,305,232	4,406,530	23%
TOTAL EXPENDITURES	\$ 12,859,172	\$ 4,690,228	\$ 8,168,944	36%
550 - Street Lighting Fund				
Intergovernmental	\$ -	\$ 65,812	\$ (65,812)	-
Charges for services	536,650	509,237	27,413	95%
Investment revenue	8,500	3,020	5,481	36%
TOTAL REVENUES	\$ 545,150	\$ 578,068	\$ (32,918)	106%
Materials and services	\$ 384,030	\$ 235,300	\$ 148,730	61%
Transfers out	1,045,000	67,027	977,973	6%
TOTAL EXPENDITURES	\$ 1,429,030	\$ 302,327	\$ 1,126,703	21%
570 - Stormwater Operating Fund				
Charges for services	\$ 3,440,000	\$ 3,219,260	\$ 220,740	94%
Investment revenue	15,000	10,417	4,583	69%
Other revenues	-	9,256	(9,256)	-
TOTAL REVENUES	\$ 3,455,000	\$ 3,238,932	\$ 216,068	94%
Personnel services	\$ 283,420	\$ 191,810	\$ 91,610	68%
Materials and services	788,536	497,661	290,875	63%
Capital outlay	107,000	-	107,000	0%
Debt service	542,700	523,154	19,547	96%
Transfers out	2,337,434	1,485,168	852,266	64%
TOTAL EXPENDITURES	\$ 4,059,090	\$ 2,697,793	\$ 1,361,297	66%

City of Wilsonville - SDC Fund Summaries
Reporting Month: May FY 2022



	Current Year Budget	Year to Date Activity	Remaining Balance	% Used
336 - Frog Pond Development				
Licenses and permits	\$ 3,058,188	\$ 975,519	\$ 2,082,669	32%
Investment revenue	3,000	3,593	(593)	120%
TOTAL REVENUES	\$ 3,061,188	\$ 979,112	\$ 2,082,076	32%
Materials and services	\$ 8,320	\$ 19,054	\$ (10,734)	229%
TOTAL EXPENDITURES	\$ 8,320	\$ 19,054	\$ (10,734)	229%
346 - Roads SDC				
System Development Charges	\$ 1,202,131	\$ 1,501,860	\$ (299,729)	125%
Investment revenue	43,500	19,860	23,640	46%
TOTAL REVENUES	\$ 1,245,631	\$ 1,521,720	\$ (276,089)	122%
Materials and services	\$ 41,470	\$ 14,563	\$ 26,907	35%
Transfers out	8,566,934	1,143,741	7,423,193	13%
TOTAL EXPENDITURES	\$ 8,608,404	\$ 1,158,304	\$ 7,450,100	13%
396 - Parks SDC				
System Development Charges	\$ 554,418	\$ 305,140	\$ 249,278	55%
Investment revenue	35,000	7,367	27,633	21%
TOTAL REVENUES	\$ 589,418	\$ 312,507	\$ 276,911	53%
Materials and services	\$ 16,890	\$ 4,410	\$ 12,480	26%
Transfers out	2,097,960	474,254	1,623,706	23%
TOTAL EXPENDITURES	\$ 2,114,850	\$ 478,664	\$ 1,636,186	23%
516 - Water SDC				
System Development Charges	\$ 873,600	\$ 695,719	\$ 177,881	80%
Investment revenue	37,500	16,030	21,470	43%
Other revenues	7,000,000	7,046,000	(46,000)	101%
TOTAL REVENUES	\$ 7,911,100	\$ 7,757,749	\$ 153,351	98%
Materials and services	\$ 25,940	\$ 10,973	\$ 14,967	42%
Debt service	485,000	26,000	459,000	5%
Transfers out	10,022,053	652,491	9,369,562	7%
TOTAL EXPENDITURES	\$ 10,532,993	\$ 689,465	\$ 9,843,528	7%
526 - Sewer SDC				
System Development Charges	\$ 506,270	\$ 705,843	\$ (199,573)	139%
Investment revenue	50,000	8,535	41,465	17%
TOTAL REVENUES	\$ 556,270	\$ 714,377	\$ (158,107)	128%
Materials and services	\$ 22,050	\$ 5,971	\$ 16,079	27%
Transfers out	3,175,646	1,694,081	1,481,565	53%
TOTAL EXPENDITURES	\$ 3,197,696	\$ 1,700,053	\$ 1,497,643	53%
576 - Stormwater SDC				
System Development Charges	\$ 213,310	\$ 239,214	\$ (25,904)	112%
Investment revenue	15,000	6,208	8,792	41%
TOTAL REVENUES	\$ 228,310	\$ 245,422	\$ (17,112)	107%
Materials and services	\$ 5,750	\$ 2,015	\$ 3,735	35%
Transfers out	366,224	129,222	237,002	35%
TOTAL EXPENDITURES	\$ 371,974	\$ 131,236	\$ 240,738	35%

City of Wilsonville - URA Fund Summaries
Reporting Month: May FY 2022



	Current Year Budget	Year to Date Activity	Remaining Balance	% Used
800 - Year 2000 Program Income				
Investment revenue	\$ 6,500	\$ 2,109	\$ 4,391	32%
Other revenues	150,000	35,990	114,010	24%
TOTAL REVENUES	\$ 156,500	\$ 38,099	\$ 118,401	24%
Materials and services	\$ 90,200	\$ 57,869	\$ 32,331	64%
TOTAL EXPENDITURES	\$ 90,200	\$ 57,869	\$ 32,331	64%
805 - Year 2000 Capital Projects				
Investment revenue	\$ 75,000	\$ 36,412	\$ 38,588	49%
Other revenues	9,811,524	9,811,524	-	100%
TOTAL REVENUES	\$ 9,886,524	\$ 9,847,936	\$ 38,588	100%
Materials and services	\$ 690,160	\$ 442,009	\$ 248,151	64%
Capital outlay	11,762,798	2,447,022	9,315,776	21%
TOTAL EXPENDITURES	\$ 12,452,958	\$ 2,889,030	\$ 9,563,928	23%
807 - Year 2000 Debt Service				
Taxes	\$ 4,074,200	\$ 3,923,381	\$ 150,819	96%
Investment revenue	40,000	667	39,333	2%
TOTAL REVENUES	\$ 4,114,200	\$ 3,924,048	\$ 190,152	95%
Debt service	\$ 10,412,524	\$ 9,905,079	\$ 507,445	95%
TOTAL EXPENDITURES	\$ 10,412,524	\$ 9,905,079	\$ 507,445	95%
810 - Westside Program Income				
Investment revenue	\$ 1,000	\$ 67	\$ 933	7%
TOTAL REVENUES	\$ 1,000	\$ 67	\$ 933	7%
815 - Westside Capital Projects				
Investment revenue	\$ 6,500	\$ 10,435	\$ (3,935)	161%
Other revenues	6,400,000	6,400,000	-	100%
TOTAL REVENUES	\$ 6,406,500	\$ 6,410,435	\$ (3,935)	100%
Materials and services	\$ 368,780	\$ 280,305	\$ 88,475	76%
Capital outlay	470,000	-	470,000	0%
TOTAL EXPENDITURES	\$ 838,780	\$ 280,305	\$ 558,475	33%
817 - Westside Debt Service				
Taxes	\$ 5,084,500	\$ 4,889,253	\$ 195,247	96%
Investment revenue	77,500	36,322	41,178	47%
TOTAL REVENUES	\$ 5,162,000	\$ 4,925,575	\$ 236,425	95%
Debt service	\$ 18,809,044	\$ 17,035,583	\$ 1,773,461	91%
TOTAL EXPENDITURES	\$ 18,809,044	\$ 17,035,583	\$ 1,773,461	91%
825 - Coffee Creek Capital Projects				
Investment revenue	\$ 13,500	\$ 1,095	\$ 12,405	8%
TOTAL REVENUES	\$ 13,500	\$ 1,095	\$ 12,405	8%
Materials and services	\$ 173,880	\$ 145,955	\$ 27,925	84%
Capital outlay	175,000	4,800	170,200	3%
TOTAL EXPENDITURES	\$ 348,880	\$ 150,755	\$ 198,125	43%
827 - Coffee Creek Debt Service				
Taxes	\$ 350,700	\$ 308,610	\$ 42,090	88%
Investment revenue	1,000	(284)	1,284	-28%
TOTAL REVENUES	\$ 351,700	\$ 308,326	\$ 43,374	88%
Debt service	\$ 280,000	\$ 139,335	\$ 140,665	50%
TOTAL EXPENDITURES	\$ 280,000	\$ 139,335	\$ 140,665	50%