



WILSONVILLE
FINANCE

FEBRUARY MONTHLY REPORT

From the Director:

Greetings from the Finance Team!

We are excited to have our 2019-20 CAFR report in its final review with our Auditors. A link will be sent to the City Council once the final report is posted online. We expect to have that document ready for the website by the end of next week.

The MUNIS HR/Payroll implementation is continuing but has met some road blocks through the parallel process. The implementation team is reviewing each transaction and working with MUNIS personnel to resolve the issues.

Dillon, our senior accountant, has been a tremendous help with the budget process as he has been able to create the reports we needed to retrieve the information once it is entered into the MUNIS system. This tool has already proved to be quite valuable and has assisted us with our internal budget meetings. We are on track for our first budget committee meeting that will be held on May 19.

The Accounts Payable (AP) numbers below will be updated next month. We are still in search of the best way to pull this information out of MUNIS to provide an accurate picture of the AP monthly processing.

Stay safe.

-Cathy Rodocker

By the Numbers:

Finance Statistics for the period of July 1, 2020-February 28, 2021

Please Note: Utility Billing is reported with a one month lag.

Utility Billing:

Total Monthly Bills
New Customers
New Service Locations

Accounts Payable:

47,185 December AP Pymts
687 Payments Processed
70

Municipal Court:

\$3.7M Total Citations Issued
260 Total Suspensions Issued
Ticket Revenue

837
245
\$108,258

FY21 Financial Update:

General Fund:

Through February, the General Fund has collected 74% of the budgeted revenues. The City has yet to received the catch-up invoices from the Clackamas County Sheriff's office. To date, the City has only paid 4% of the amount budgeted. Chief Wurpes is working with the County to get the invoice submitted for payment.

Building Inspection Fund:

Permit revenue through January are now at 65% of budget and expenditures are at 44% of budget. To date, the expenses have outpaced revenues by \$367K-which was a planned decrease to the fund balance.

Community Development Fund:

Through February, the CD Fund has received 64% of the budgeted revenues and have expenses 50% of the total expenditures. As of the end of February, the revenues collected exceed the expenditures by \$634K.

Road Operating Fund:

Intergovernmental revenues, which include Gas Taxes and Vehicle License Fees have been picking up during the last months. The actual receipts lag one month in arrears due to the timing of receiving the payment.

Utility Funds:

As of February, the utility operating funds are meeting expectations.

City of Wilsonville - Fund Summaries
Reporting Month: FEB FY 2021

	Current Year Budget	Year to Date Activity	Remaining Balance	Remaining %
110 - General Fund				
Taxes	\$ 11,954,800	\$ 9,129,377	\$ 2,825,423	24%
Intergovernmental	2,415,495	2,079,149	336,347	14%
Licenses and permits	182,750	164,200	18,550	10%
Charges for services	672,610	273,550	399,060	59%
Fines and forfeitures	320,000	107,205	212,795	66%
Investment revenue	163,900	113,328	50,572	31%
Other revenues	745,250	567,573	177,677	24%
Transfers in	4,155,341	2,817,400	1,337,942	32%
TOTAL REVENUES	\$ 20,610,146	\$ 15,251,781	\$ 5,358,365	26%
Personnel services	\$ 9,334,432	\$ 5,079,605	\$ 4,254,827	46%
Materials and services	10,544,247	3,176,959	7,367,288	70%
Capital outlay	20,000	29,011	(9,011)	-45%
Transfers out	6,373,062	3,884,081	2,488,981	39%
TOTAL EXPENDITURES	\$ 26,271,741	\$ 12,169,656	\$ 14,102,085	54%
610 - Fleet Fund				
Charges for services	\$ 1,411,703	\$ 941,417	\$ 470,286	33%
Investment revenue	9,600	9,750	(150)	-2%
Other revenues	18,000	6,838	11,162	62%
TOTAL REVENUES	\$ 1,439,303	\$ 958,005	\$ 481,298	33%
Personnel services	\$ 788,700	\$ 399,290	\$ 389,410	49%
Materials and services	676,906	326,804	350,102	52%
Capital outlay	65,000	-	65,000	100%
Transfers out	2,400	1,600	800	33%
TOTAL EXPENDITURES	\$ 1,533,006	\$ 727,694	\$ 805,312	53%
230 - Building Inspection Fund				
Licenses and permits	\$ 950,565	\$ 602,364	\$ 348,201	37%
Charges for services	9,600	6,400	3,200	33%
Investment revenue	22,800	30,884	(8,084)	-35%
Transfers in	40,883	27,256	13,627	33%
TOTAL REVENUES	\$ 1,023,848	\$ 666,904	\$ 356,944	35%
Personnel services	\$ 1,081,750	\$ 587,142	\$ 494,608	46%
Materials and services	165,347	106,113	59,234	36%
Transfers out	405,321	234,750	170,572	42%
TOTAL EXPENDITURES	\$ 1,652,418	\$ 928,004	\$ 724,414	44%
231 - Community Development Fund				
Intergovernmental	\$ 63,000	\$ -	\$ 63,000	100%
Licenses and permits	709,723	398,201	311,522	44%
Charges for services	619,450	329,266	290,184	47%
Investment revenue	12,500	28,738	(16,238)	-130%
Other revenues	250	215	35	14%
Transfers in	3,129,034	2,130,318	998,716	32%
TOTAL REVENUES	\$ 4,533,957	\$ 2,886,738	\$ 1,647,219	36%
Personnel services	\$ 3,215,620	\$ 1,670,464	\$ 1,545,156	48%
Materials and services	712,625	192,817	519,808	73%
Transfers out	584,243	389,496	194,747	33%
TOTAL EXPENDITURES	\$ 4,512,488	\$ 2,252,778	\$ 2,259,710	50%
240 - Road Operating Fund				
Intergovernmental	\$ 2,382,151	\$ 1,135,864	\$ 1,246,287	52%
Investment revenue	2,000	14,032	(12,032)	-602%
Other revenues	2,000	2,418	(418)	-21%
TOTAL REVENUES	\$ 2,386,151	\$ 1,152,314	\$ 1,233,837	52%
Personnel services	\$ 382,270	\$ 190,043	\$ 192,227	50%
Materials and services	514,578	216,595	297,983	58%
Capital outlay	13,000	10,246	2,754	21%
Debt service	82,000	81,446	554	1%
Transfers out	1,525,765	241,457	1,284,308	84%
TOTAL EXPENDITURES	\$ 2,517,613	\$ 739,787	\$ 1,777,826	71%

City of Wilsonville - Fund Summaries
Reporting Month: FEB FY 2021

	Current Year Budget	Year to Date Activity	Remaining Balance	Remaining %
241 - Road Maintenance Fund				
Charges for services	\$ 2,065,000	\$ 1,413,015	\$ 651,985	32%
Investment revenue	3,100	29,701	(26,601)	-858%
TOTAL REVENUES	\$ 2,068,100	\$ 1,442,717	\$ 625,383	30%
Transfers out	\$ 4,092,922	\$ 1,099,092	\$ 2,993,830	73%
TOTAL EXPENDITURES	\$ 4,092,922	\$ 1,099,092	\$ 2,993,830	73%
260 - Transit Fund				
Taxes	\$ 5,050,000	\$ 4,169,503	\$ 880,497	17%
Intergovernmental	5,296,588	1,379,609	3,916,979	74%
Charges for services	170,000	-	170,000	100%
Fines and forfeitures	5,000	145,504	(140,504)	-2810%
Investment revenue	31,100	36,668	(5,568)	-18%
Other revenues	16,000	-	16,000	100%
TOTAL REVENUES	\$ 10,568,688	\$ 5,731,285	\$ 4,837,403	46%
Personnel services	\$ 4,106,110	\$ 2,146,475	\$ 1,959,635	48%
Materials and services	2,268,268	997,607	1,270,661	56%
Capital outlay	2,629,941	414,118	2,215,823	84%
Transfers out	808,863	396,248	412,615	51%
TOTAL EXPENDITURES	\$ 9,813,182	\$ 3,954,448	\$ 5,858,734	60%
510 - Water Operating Fund				
Charges for services	\$ 9,006,000	\$ 6,737,784	\$ 2,268,216	25%
Fines and forfeitures	19,000	(5)	19,005	100%
Investment revenue	195,000	181,214	13,786	7%
Other revenues	12,000	24,329	(12,329)	-103%
Transfers in	183,270	183,253	17	0%
TOTAL REVENUES	\$ 9,415,270	\$ 7,126,575	\$ 2,288,695	24%
Personnel services	\$ 615,190	\$ 291,778	\$ 323,412	53%
Materials and services	4,405,491	2,325,621	2,079,870	47%
Capital outlay	426,000	107,205	318,795	75%
Transfers out	4,003,411	797,652	3,205,759	80%
TOTAL EXPENDITURES	\$ 9,450,092	\$ 3,522,256	\$ 5,927,836	63%
520 - Sewer Operating Fund				
Charges for services	\$ 8,147,000	\$ 5,285,222	\$ 2,861,778	35%
Investment revenue	196,200	192,088	4,112	2%
Other revenues	18,000	17,919	81	0%
Transfers in	600,000	600,000	-	0%
TOTAL REVENUES	\$ 8,961,200	\$ 6,095,230	\$ 2,865,970	32%
Personnel services	\$ 365,500	\$ 198,612	\$ 166,888	46%
Materials and services	3,533,724	1,891,120	1,642,604	46%
Capital outlay	88,177	-	88,177	100%
Debt service	2,960,000	480,256	2,479,744	84%
Transfers out	4,686,147	1,474,208	3,211,939	69%
TOTAL EXPENDITURES	\$ 11,633,548	\$ 4,044,197	\$ 7,589,351	65%
550 - Street Lighting Fund				
Charges for services	\$ 524,150	\$ 357,487	\$ 166,663	32%
Investment revenue	12,500	10,119	2,381	19%
TOTAL REVENUES	\$ 536,650	\$ 367,605	\$ 169,045	31%
Materials and services	\$ 381,320	\$ 198,497	\$ 182,824	48%
Transfers out	1,305,247	91,147	1,214,100	93%
TOTAL EXPENDITURES	\$ 1,686,567	\$ 289,644	\$ 1,396,923	83%
570 - Stormwater Operating Fund				
Charges for services	\$ 3,370,000	\$ 2,213,719	\$ 1,156,281	34%
Investment revenue	15,300	25,566	(10,266)	-67%
Transfers in	2,500,000	2,500,000	-	0%
TOTAL REVENUES	\$ 5,885,300	\$ 4,739,284	\$ 1,146,016	19%
Personnel services	\$ 270,080	\$ 141,304	\$ 128,776	48%
Materials and services	763,557	334,530	429,027	56%
Capital outlay	50,791	9,950	40,841	80%
Debt service	679,200	616,907	62,293	9%
Transfers out	3,550,672	1,457,920	2,092,752	59%
TOTAL EXPENDITURES	\$ 5,314,300	\$ 2,560,611	\$ 2,753,689	52%

City of Wilsonville - SDC Fund Summaries
Reporting Month: FEB FY 2021

	Current Year Budget	Year to Date Activity	Remaining Balance	Remaining %
336 - Frog Pond Development				
Licenses and permits-West Hills	\$ 594,839	\$ 710,957	\$ (116,118)	-20%
Licenses and permits-Pahlisch	714,270	-	714,270	100%
Investment revenue	9,000	6,393	2,607	29%
TOTAL REVENUES	\$ 1,318,109	\$ 717,350	\$ 600,759	46%
Materials and services	\$ 9,240	\$ 3,275	\$ 5,965	65%
TOTAL EXPENDITURES	\$ 9,240	\$ 3,275	\$ 5,965	65%
346 - Roads SDC				
System Development Charges	\$ 2,493,198	\$ 995,415	\$ 1,497,783	60%
Investment revenue	85,500	52,722	32,778	38%
TOTAL REVENUES	\$ 2,578,698	\$ 1,048,136	\$ 1,530,562	59%
Materials and services	\$ 40,260	\$ 20,368	\$ 19,892	49%
Transfers out	8,130,655	336,445	7,794,210	96%
TOTAL EXPENDITURES	\$ 8,170,915	\$ 356,813	\$ 7,814,102	96%
396 - Parks SDC				
System Development Charges	\$ 683,311	\$ 340,519	\$ 342,792	50%
Investment revenue	46,000	33,840	12,160	26%
TOTAL REVENUES	\$ 729,311	\$ 374,359	\$ 354,952	49%
Materials and services	\$ 16,400	\$ 9,340	\$ 7,060	43%
Transfers out	4,415,206	2,500,234	1,914,972	43%
TOTAL EXPENDITURES	\$ 4,431,606	\$ 2,509,574	\$ 1,922,032	43%
516 - Water SDC				
System Development Charges	\$ 1,040,811	\$ 1,205,349	\$ (164,538)	-16%
Investment revenue	64,500	45,023	19,477	30%
TOTAL REVENUES	\$ 1,105,311	\$ 1,250,372	\$ (145,061)	-13%
Materials and services	\$ 25,180	\$ 12,345	\$ 12,835	51%
Transfers out	3,747,702	494,838	3,252,864	87%
TOTAL EXPENDITURES	\$ 3,772,882	\$ 507,183	\$ 3,265,699	87%
526 - Sewer SDC				
System Development Charges	\$ 884,015	\$ 250,714	\$ 633,301	72%
Investment revenue	56,200	59,161	(2,961)	-5%
TOTAL REVENUES	\$ 940,215	\$ 309,875	\$ 630,340	67%
Materials and services	\$ 21,410	\$ 8,379	\$ 13,031	61%
Transfers out	7,380,605	1,770,041	5,610,564	76%
TOTAL EXPENDITURES	\$ 7,402,015	\$ 1,778,420	\$ 5,623,595	76%
576 - Stormwater SDC				
System Development Charges	\$ 591,623	\$ 118,206	\$ 473,417	80%
Investment revenue	27,800	19,569	8,231	30%
TOTAL REVENUES	\$ 619,423	\$ 137,774	\$ 481,649	78%
Materials and services	\$ 5,580	\$ 2,821	\$ 2,759	49%
Transfers out	361,697	21,348	340,349	94%
TOTAL EXPENDITURES	\$ 367,277	\$ 24,169	\$ 343,108	93%

City of Wilsonville - URA Fund Summaries
Reporting Month: FEB FY 2021

	Current Year Budget	Year to Date Activity	Remaining Balance	Remaining %
800 - Year 2000 Program Income				
Investment revenue	\$ 8,600	\$ 5,341	\$ 3,259	38%
Other revenues	150,000	101,796	48,204	32%
TOTAL REVENUES	\$ 158,600	\$ 107,137	\$ 51,463	32%
Materials and services	\$ 50,000	\$ 15,064	\$ 34,936	70%
TOTAL EXPENDITURES	\$ 50,000	\$ 15,064	\$ 34,936	70%
805 - Year 2000 Capital Projects				
Investment revenue	\$ 89,600	\$ 78,475	\$ 11,125	12%
TOTAL REVENUES	\$ 89,600	\$ 78,475	\$ 11,125	12%
Materials and services	\$ 631,260	\$ 311,220	\$ 320,040	51%
Capital outlay	9,435,473	73,111	9,362,362	99%
TOTAL EXPENDITURES	\$ 10,066,733	\$ 384,331	\$ 9,682,402	96%
807 - Year 2000 Debt Service				
Taxes	\$ 4,074,200	\$ 3,793,676	\$ 280,524	7%
Investment revenue	132,200	56,101	76,099	58%
TOTAL REVENUES	\$ 4,206,400	\$ 3,849,776	\$ 356,624	8%
Debt service	\$ 597,500	\$ 101,681	\$ 495,819	83%
TOTAL EXPENDITURES	\$ 597,500	\$ 101,681	\$ 495,819	83%
810 - Westside Program Income				
Investment revenue	\$ 1,800	\$ 1,093	\$ 707	39%
TOTAL REVENUES	\$ 1,800	\$ 1,093	\$ 707	39%
815 - Westside Capital Projects				
Investment revenue	\$ 17,700	\$ 4,589	\$ 13,111	74%
TOTAL REVENUES	\$ 17,700	\$ 4,589	\$ 13,111	74%
Materials and services	\$ 1,000,970	\$ 757,430	\$ 243,540	24%
TOTAL EXPENDITURES	\$ 1,000,970	\$ 757,430	\$ 243,540	24%
817 - Westside Debt Service				
Taxes	\$ 5,084,500	\$ 4,727,861	\$ 356,639	7%
Investment revenue	115,000	101,943	13,057	11%
TOTAL REVENUES	\$ 5,199,500	\$ 4,829,804	\$ 369,696	7%
Debt service	\$ 2,725,000	\$ 1,152,191	\$ 1,572,809	58%
TOTAL EXPENDITURES	\$ 2,725,000	\$ 1,152,191	\$ 1,572,809	58%
825 - Coffee Creek Capital Projects				
Investment revenue	\$ 17,900	\$ 6,745	\$ 11,155	62%
Transfers in	500,000	500,000	-	0%
TOTAL REVENUES	\$ 517,900	\$ 506,745	\$ 11,155	2%
Materials and services	\$ 102,000	\$ 29,481	\$ 72,519	71%
Capital outlay	2,658,737	187,503	2,471,234	93%
TOTAL EXPENDITURES	\$ 2,760,737	\$ 216,984	\$ 2,543,753	92%
827 - Coffee Creek Debt Service				
Taxes	\$ 318,700	\$ 295,429	\$ 23,271	7%
Investment revenue	7,400	1,820	5,580	75%
TOTAL REVENUES	\$ 326,100	\$ 297,249	\$ 28,851	9%
Debt service	\$ 778,000	\$ 639,382	\$ 138,618	18%
TOTAL EXPENDITURES	\$ 778,000	\$ 639,382	\$ 138,618	18%