



NOVEMBER MONTHLY REPORT

From the Director:

Happy Holidays from Finance!

As expected, the City has started to receive its share of property taxes from Clackamas and Washington counties this month. The property taxes are one of the major funding sources for the General Fund as well as the City's three Urban Renewal Districts: Eastside, Westside and Coffee Creek.

In addition to completing the Comprehensive Annual Financial Report, Finance also completed the financial portion of the annual reporting for our Federal Grant programs. Additionally, the City's auditors its comprehensive review of the grant accounting as required.

On October 25, 2018, a multi-agency traffic patrol operation was held in the City. Five officers participated including officers from Lake Oswego and Tualatin Police Departments. In total, 39 citations were issued. What violation has received the largest number of citations through November? Cell Phone Violations.

The Finance Department has welcomed two new members to our staff. Xia Ly is the City's new Utility Billing Accounting Specialist and Christie Dalberg will be job sharing our front desk duties with existing staff. Welcome Xia and Christie!

-Cathy Rodocker

By the Numbers:

Finance Statistics for July 1, 2018-October 30, 2018

Utility Billing:		Accounts Payable:		Municipal Court:	
Total Monthly Bills	26,199	Invoices Processed	3,018	Total Citations Issued	1,085
New Customers	405	Payments Processed	1,868	Total Suspensions Issued	186
New Service Locations	75			Ticket Revenue	\$ 116,838
				*29% increase over same period, FY18	

Fund Updates:

Attached please find the fund summaries through November 30, 2018. The reports note the revenues and expenditures accounted for during the first five months of the fiscal year.

With the majority of the property tax revenues received, the General Fund revenues are once again exceeding the year-to-date expenditures. As of November 30th, operating expenditures recorded are at 20% of total budget.

As expected, the Building Fund and Community Development Fund operating expenditures exceeded their year-to-date operating revenues. Both departments rely on permit fees as their primary funding source. Permit Fees are collected prior to construction which typically results in a delay between the revenue being received and the expense being incurred.

The revenues received to date for all other operating funds exceeded their respective operating expenses. The funds include: Fleet, Road Operating, Road Maintenance, Transit, Water Operating, Sewer Operating, Street Lighting and Stormwater Operating Funds.

Please join us in Congratulating Keith Katko, MBA!

Following three years of spending his spare time attending classes through the Oregon State University's Master of Business Administration program, Keith Katko, the City's Assistant Finance Director, has completed the program and his thesis project! As of December 7th, he can officially add MBA to his name. Congrats Keith-Now what will you do with all of that spare time?



CITY OF WILSONVILLE - Fund Summaries - through November 31, 2018

Budget Year Elapsed → 42%

	Budget	Activity	% Used
Fund 110 General Fund:			
Taxes	11,213,487	5,684,553	51%
Intergovernmental	2,141,825	196,567	9%
Licenses and Permits	176,510	210,974	120%
Charges for Services	753,480	246,402	33%
Fines	315,000	168,021	53%
Investment Revenue	206,000	117,545	57%
Other Revenues	3,557,120	102,006	3%
Transfers	3,369,303	1,294,589	38%
Total Revenue	21,732,725	8,020,657	37%
Personal Services	8,347,532	3,206,886	38%
Materials and Services	12,483,715	1,541,016	12%
Capital Outlay	110,300	0	-%
Transfers	4,445,000	396,537	9%
Total Expense	25,386,547	5,144,440	20%
Fund 210 Fleet Fund:			
Charges for Services	1,343,601	559,830	42%
Investment Revenue	23,690	9,346	39%
Other Revenues	0	4,200	-%
Total Revenue	1,367,291	573,376	42%
Personal Services	750,366	237,134	32%
Materials and Services	616,708	243,009	39%
Capital Outlay	188,000	23,031	12%
Transfers	2,400	600	25%
Total Expense	1,557,474	503,773	32%
Fund 230 Building Fund:			
Licenses and Permits	588,000	246,616	42%
Licenses and Permits-Villebois	547,000	103,125	19%
Charges for Services	8,600	3,580	42%
Investment Revenue	56,650	27,798	49%
Transfers	37,701	1,459	4%
Total Revenue	1,237,951	382,577	31%
Personal Services	1,030,960	374,795	36%
Materials and Services	186,691	39,103	21%
Transfers	900,660	123,331	14%
Total Expense	2,118,311	537,229	25%
Fund 235 Community Development Fund:			
Intergovernmental	62,500	0	-%
Licenses and Permits	563,413	438,983	78%
Licenses and Permits-Villebois	45,567	62,992	138%
Charges for Services	909,732	311,025	34%
Investment Revenue	39,140	23,983	61%
Other Revenues	200	612	306%
Transfers	3,208,167	497,764	16%
Total Revenue	4,828,719	1,335,360	28%
Personal Services	3,177,336	1,094,783	34%
Materials and Services	713,323	152,972	21%
Capital Outlay	28,000	2,567	9%
Transfers	551,172	214,458	39%
Total Expense	4,469,831	1,464,781	33%
Fund 240 Road Operating Fund:			
Taxes	0	11,040	-%
Intergovernmental	1,642,800	612,238	37%
Investment Revenue	17,510	8,432	48%
Other Revenues	2,000	911	46%
Total Revenue	1,662,310	632,620	38%
Personal Services	412,651	143,550	35%
Materials and Services	490,632	137,040	28%
Capital Outlay	51,500	29,295	57%
Debt Service	82,000	0	-%
Transfers	696,851	100,038	14%
Total Expense	1,733,634	409,924	24%

CITY OF WILSONVILLE - Fund Summaries - through November 31, 2018

Budget Year Elapsed → 42%

	Budget	Activity	% Used
Fund 245 Road Maintenance Fund:			
Charges for Services	1,792,369	753,965	42%
Investment Revenue	27,268	17,692	65%
Total Revenue	1,819,637	771,657	42%
Transfers	2,946,935	16,461	1%
Total Expense	2,946,935	16,461	1%
Fund 260 Transit Fund:			
Taxes	5,232,266	2,490,047	48%
Intergovernmental	2,323,474	275,882	12%
Charges for Services	185,000	45,440	25%
Investment Revenue	41,050	20,170	49%
Other Revenues	14,000	12,318	88%
Total Revenue	7,795,790	2,843,857	36%
Personal Services	3,526,766	1,384,185	39%
Materials and Services	1,916,029	712,539	37%
Capital Outlay	2,157,569	100,783	5%
Transfers	669,002	227,014	34%
Total Expense	8,269,366	2,424,521	29%
Fund 310 Water Operating Fund:			
Charges for Services	8,384,355	6,077,393	72%
Fines	19,000	7,561	40%
Investment Revenue	100,000	97,990	98%
Other Revenues	195,550	5,530	3%
Transfers	350,000	0	-%
Total Revenue	9,048,905	6,188,474	68%
Personal Services	581,820	240,260	41%
Materials and Services	4,220,553	1,045,113	25%
Capital Outlay	690,644	24,469	4%
Debt Service	1,875,000	757,637	40%
Transfers	2,647,753	336,628	13%
Total Expense	10,015,770	2,404,107	24%
Fund 320 Sewer Operating Fund:			
Charges for Services	7,996,145	3,539,671	44%
Investment Revenue	127,602	96,448	76%
Other Revenues	27,000	5,760	21%
Transfers	600,000	0	-%
Total Revenue	8,750,747	3,641,878	42%
Personal Services	383,530	114,424	30%
Materials and Services	3,392,646	1,097,190	32%
Capital Outlay	29,833	0	-%
Debt Service	3,030,000	546,131	18%
Transfers	2,714,974	480,840	18%
Total Expense	9,550,983	2,238,586	23%
Fund 350 Street Lighting Fund:			
Charges for Services	518,250	218,918	42%
Investment Revenue	16,789	10,096	60%
Total Revenue	535,039	229,014	43%
Materials and Services	359,651	117,825	33%
Transfers	442,270	0	-%
Total Expense	801,921	117,825	15%
Fund 370 Storm Water Operating Fund:			
Charges for Services	2,928,917	1,200,146	41%
Investment Revenue	30,900	16,022	52%
Total Revenue	2,959,817	1,216,168	41%
Personal Services	259,270	88,297	34%
Materials and Services	474,041	139,656	29%
Capital Outlay	161,964	0	-%
Debt Service	508,500	0	-%
Transfers	2,169,419	123,515	6%
Total Expense	3,573,194	351,469	10%