



FEBRUARY MONTHLY REPORT

FINANCE—The department where everyone counts

- **Budget:** We're busy preparing the FYE 2023 budget—and look forward to presenting it to the budget committee here soon, in May. In preparation, we had our initial (internal) departmental meetings in February.
- **Business License/Transit Tax:** The latest upgrade to the EnerGov software allows payroll tax to be paid on-line like the Business Licenses. We will promote this new feature with the next round of quarterly transit tax.
- **Municipal Court:** Effective February 7, the Wilsonville Municipal Court adjusted our arraignments from 5:00pm to 2:00pm. The court schedule is now as follows:
 - 2:00pm—Arraignments
 - 3:30pm—Attorney Trials (if needed)
 - 4:00pm—5:00pm—Deputy Trials

Our court schedule remains the first and third Tuesday of each month. Thus far, we've already received much positive feedback.

- **Training:** In support of our Tyler ERP system, we previously purchased several **Planned Annual Continuing Education (PACE) days**. This program is designed for Enterprise ERP clients who are committed to adopting new features and technical enhancements, and/or may need a refresher training, to ensure we're utilizing the system to its fullest potential. The concept is a designated consultant for an agreed upon scheduled number of hours to cover a specific topic. This time has proven to be of great value-add, interdepartmentally. Thus far, Finance has utilized these PACE days for: budget, year-end processes, and most notably, reporting.
- **Utility Billing:**
 - Congratulations to **Chuck Halberstadt** (Accounting Technician for Utility Billing) on his retirement! In light of his retirement, his job-share counter-part, Christie Dalberg has transitioned to full-time. Please join us in congratulating both of them in their new roles!
 - **Auto Pay Raffle:** The City is raffling off four \$25.00 gift cards to Wilsonville's residential utility bill customers who have already enrolled in the City's new online auto pay program and to incentivize more customers to enroll. Residents who are already enrolled, or who complete enrollment by May 31st, will be automatically entered in a drawing to win one of four \$25.00 gift cards to a local restaurant of their choice. Winners will also receive City of Wilsonville promotional items.
- **Attached Financials:** Finance continues to monitor all departments for on-going budget compliance.

City of Wilsonville - Fund Summaries
Reporting Month: Feb FY 2023



	Current Year Budget	Year to Date Activity	Remaining Balance	% Used
110 - General Fund				
Taxes	\$ 13,243,000	\$ 10,548,510	\$ 2,694,490	80%
Intergovernmental	5,407,399	5,189,450	217,949	96%
Licenses and permits	202,850	141,182	61,669	70%
Charges for services	426,984	279,703	147,281	66%
Fines and forfeitures	230,000	129,130	100,870	56%
Investment revenue	87,000	167,090	(80,090)	192%
Other revenues	4,143,900	4,112,623	31,277	99%
Transfers in	4,640,011	2,820,622	1,819,389	61%
TOTAL REVENUES	\$ 28,381,144	\$ 23,388,309	\$ 4,992,835	82%
Personnel services	\$ 11,099,674	\$ 6,078,872	\$ 5,020,802	55%
Materials and services	15,033,218	9,021,873	6,011,345	60%
Capital outlay	214,000	69,169	144,831	32%
Debt service	408,250	-	408,250	0%
Transfers out	6,658,187	2,548,648	4,109,539	38%
TOTAL EXPENDITURES	\$ 33,413,329	\$ 17,718,561	\$ 15,694,768	53%
610 - Fleet Fund				
Charges for services	\$ 1,640,860	\$ 1,093,888	\$ 546,972	67%
Investment revenue	6,800	7,996	(1,196)	118%
TOTAL REVENUES	\$ 1,647,660	\$ 1,101,884	\$ 545,776	67%
Personnel services	\$ 970,860	\$ 469,895	\$ 500,965	48%
Materials and services	789,340	372,634	416,706	47%
Capital outlay	126,800	66,156	60,644	52%
Transfers out	2,400	1,600	800	67%
TOTAL EXPENDITURES	\$ 1,889,400	\$ 910,284	\$ 979,116	48%
230 - Building Inspection Fund				
Licenses and permits	\$ 1,442,750	\$ 998,070	\$ 444,680	69%
Charges for services	8,190	5,460	2,730	67%
Investment revenue	14,000	21,999	(7,999)	157%
Transfers in	46,532	31,016	15,516	67%
TOTAL REVENUES	\$ 1,511,472	\$ 1,056,545	\$ 454,927	70%
Personnel services	\$ 1,116,250	\$ 531,881	\$ 584,369	48%
Materials and services	228,181	125,201	102,980	55%
Transfers out	391,215	226,552	164,663	58%
TOTAL EXPENDITURES	\$ 1,735,646	\$ 883,633	\$ 852,013	51%
231 - Community Development Fund				
Intergovernmental	\$ 339,500	\$ -	\$ 339,500	0%
Licenses and permits	715,389	623,203	92,186	87%
Charges for services	909,369	398,297	511,072	44%
Investment revenue	13,500	15,211	(1,711)	113%
Other revenues	-	195,840	(195,840)	-
Transfers in	2,676,503	1,212,125	1,464,378	45%
TOTAL REVENUES	\$ 4,654,261	\$ 2,444,676	\$ 2,209,585	53%
Personnel services	\$ 3,578,090	\$ 1,960,889	\$ 1,617,201	55%
Materials and services	815,548	315,835	499,713	39%
Transfers out	805,368	602,184	203,184	75%
TOTAL EXPENDITURES	\$ 5,199,006	\$ 2,878,908	\$ 2,320,098	55%
240 - Road Operating Fund				
Intergovernmental	\$ 2,051,500	\$ 901,884	\$ 1,149,616	44%
Investment revenue	18,700	52,800	(34,100)	282%
Other revenues	-	1,031	(1,031)	-
TOTAL REVENUES	\$ 2,070,200	\$ 955,715	\$ 1,114,485	46%
Personnel services	\$ 440,310	\$ 191,836	\$ 248,474	44%
Materials and services	529,672	386,914	142,758	73%
Capital outlay	105,000	-	105,000	0%
Debt service	359,000	356,447	2,553	99%
Transfers out	6,278,965	2,047,320	4,231,645	33%
TOTAL EXPENDITURES	\$ 7,712,947	\$ 2,982,518	\$ 4,730,429	39%

City of Wilsonville - Fund Summaries
Reporting Month: Feb FY 2023



	Current Year Budget	Year to Date Activity	Remaining Balance	% Used
241 - Road Maintenance Fund				
Charges for services	\$ 2,192,850	\$ 1,651,064	\$ 541,787	75%
Investment revenue	19,760	19,875	(115)	101%
TOTAL REVENUES	\$ 2,212,610	\$ 1,670,938	\$ 541,672	76%
Transfers out	\$ 1,203,613	\$ 300,362	\$ 903,251	25%
TOTAL EXPENDITURES	\$ 1,203,613	\$ 300,362	\$ 903,251	25%
260 - Transit Fund				
Taxes	\$ 5,600,000	\$ 4,561,753	\$ 1,038,247	81%
Intergovernmental	4,604,416	4,174,256	430,160	91%
Charges for services	29,000	25,271	3,729	87%
Fines and forfeitures	5,000	4,281	719	86%
Investment revenue	58,000	77,678	(19,678)	134%
Other revenues	16,800	-	16,800	0%
TOTAL REVENUES	\$ 10,313,216	\$ 8,843,240	\$ 1,469,976	86%
Personnel services	\$ 4,897,540	\$ 2,322,587	\$ 2,574,953	47%
Materials and services	2,795,317	1,480,884	1,314,433	53%
Capital outlay	1,276,000	12,236	1,263,764	1%
Transfers out	1,757,565	410,768	1,346,797	23%
TOTAL EXPENDITURES	\$ 10,726,422	\$ 4,226,474	\$ 6,499,948	39%
510 - Water Operating Fund				
Charges for services	\$ 9,992,600	\$ 7,690,708	\$ 2,301,892	77%
Fines and forfeitures	-	10,638	(10,638)	-
Investment revenue	108,000	169,061	(61,061)	157%
Other revenues	30,000	35,792	(5,792)	119%
TOTAL REVENUES	\$ 10,130,600	\$ 7,906,199	\$ 2,224,401	78%
Personnel services	\$ 667,000	\$ 282,704	\$ 384,296	42%
Materials and services	4,906,612	2,587,436	2,319,176	53%
Capital outlay	1,071,225	238,098	833,127	22%
Debt service	372,000	370,751	1,249	100%
Transfers out	15,271,407	2,451,105	12,820,302	16%
TOTAL EXPENDITURES	\$ 22,288,244	\$ 5,930,094	\$ 16,358,150	27%
520 - Sewer Operating Fund				
Charges for services	\$ 8,434,450	\$ 5,461,571	\$ 2,972,879	65%
Investment revenue	84,700	126,590	(41,890)	149%
Other revenues	31,500	19,845	11,655	63%
Transfers in	600,000	600,000	-	100%
TOTAL REVENUES	\$ 9,150,650	\$ 6,208,005	\$ 2,942,645	68%
Personnel services	\$ 440,600	\$ 268,495	\$ 172,105	61%
Materials and services	3,803,134	2,186,783	1,616,351	57%
Capital outlay	439,402	221,910	217,492	51%
Debt service	2,881,000	409,716	2,471,284	14%
Transfers out	9,273,781	2,384,579	6,889,202	26%
TOTAL EXPENDITURES	\$ 16,837,917	\$ 5,471,483	\$ 11,366,434	32%
550 - Street Lighting Fund				
Intergovernmental	\$ -	\$ 16,680	\$ (16,680)	-
Charges for services	547,965	373,001	174,964	68%
Investment revenue	1,900	8,561	(6,661)	451%
TOTAL REVENUES	\$ 549,865	\$ 398,242	\$ 151,623	72%
Materials and services	\$ 401,500	\$ 146,439	\$ 255,061	36%
Transfers out	1,045,000	675,562	369,438	65%
TOTAL EXPENDITURES	\$ 1,446,500	\$ 822,001	\$ 624,499	57%
570 - Stormwater Operating Fund				
Charges for services	\$ 3,609,538	\$ 2,352,452	\$ 1,257,086	65%
Investment revenue	25,900	63,060	(37,160)	243%
TOTAL REVENUES	\$ 3,635,438	\$ 2,415,511	\$ 1,219,927	66%
Personnel services	\$ 292,810	\$ 138,477	\$ 154,333	47%
Materials and services	818,292	364,514	453,778	45%
Capital outlay	107,000	113,606	(6,606)	106%
Debt service	839,000	836,421	2,579	100%
Transfers out	6,048,155	2,299,406	3,748,749	38%
TOTAL EXPENDITURES	\$ 8,105,257	\$ 3,752,424	\$ 4,352,833	46%

City of Wilsonville - SDC Fund Summaries
Reporting Month: Feb FY 2023



	Current Year Budget	Year to Date Activity	Remaining Balance	% Used
336 - Frog Pond Development				
Licenses and permits	\$ 1,951,354	\$ 565,442	\$ 1,385,912	29%
Investment revenue	1,100	20,943	(19,843)	1904%
TOTAL REVENUES	\$ 1,952,454	\$ 586,385	\$ 1,366,069	30%
Materials and services	\$ 34,790	\$ -	\$ 34,790	0%
Transfers out	5,322,274	278,025	5,044,249	5%
TOTAL EXPENDITURES	\$ 5,357,064	\$ 278,025	\$ 5,079,039	5%
348 - Washington County TDT				
Washington County TDT	\$ -	\$ 715,006	\$ (715,006)	-
Investment revenue	1,800	8,954	(7,154)	497%
TOTAL REVENUES	\$ 1,800	\$ 723,960	\$ (722,160)	40220%
346 - Roads SDC				
System Development Charges	\$ 3,960,000	\$ 1,408,159	\$ 2,551,841	36%
Investment revenue	40,300	63,682	(23,382)	158%
TOTAL REVENUES	\$ 4,000,300	\$ 1,471,841	\$ 2,528,459	37%
Materials and services	\$ 41,470	\$ -	\$ 41,470	0%
Transfers out	12,790,020	330,538	12,459,483	3%
TOTAL EXPENDITURES	\$ 12,831,490	\$ 330,538	\$ 12,500,953	3%
396 - Parks SDC				
System Development Charges	\$ 373,000	\$ 249,900	\$ 123,100	67%
Investment revenue	12,200	20,156	(7,956)	165%
TOTAL REVENUES	\$ 385,200	\$ 270,056	\$ 115,144	70%
Materials and services	\$ 16,890	\$ -	\$ 16,890	0%
Transfers out	2,743,712	963,417	1,780,295	35%
TOTAL EXPENDITURES	\$ 2,760,602	\$ 963,417	\$ 1,797,185	35%
516 - Water SDC				
System Development Charges	\$ 1,429,000	\$ 1,719,608	\$ (290,608)	120%
Investment revenue	21,700	92,294	(70,594)	425%
TOTAL REVENUES	\$ 1,450,700	\$ 1,811,902	\$ (361,202)	125%
Materials and services	\$ 25,940	\$ -	\$ 25,940	0%
Debt service	453,000	450,736	2,264	100%
Transfers out	11,925,558	2,221,643	9,703,915	19%
TOTAL EXPENDITURES	\$ 12,404,498	\$ 2,672,379	\$ 9,732,119	22%
526 - Sewer SDC				
System Development Charges	\$ 290,000	\$ 590,961	\$ (300,961)	204%
Investment revenue	3,700	8,731	(5,031)	236%
TOTAL REVENUES	\$ 293,700	\$ 599,691	\$ (305,991)	204%
Materials and services	\$ 22,050	\$ -	\$ 22,050	0%
Transfers out	1,737,739	954,913	782,826	55%
TOTAL EXPENDITURES	\$ 1,759,789	\$ 954,913	\$ 804,876	54%
576 - Stormwater SDC				
System Development Charges	\$ 990,000	\$ 504,471	\$ 485,529	51%
Investment revenue	14,300	21,984	(7,684)	154%
TOTAL REVENUES	\$ 1,004,300	\$ 526,456	\$ 477,844	52%
Materials and services	\$ 5,750	\$ -	\$ 5,750	0%
Transfers out	541,017	43,286	497,731	8%
TOTAL EXPENDITURES	\$ 546,767	\$ 43,286	\$ 503,481	8%

City of Wilsonville - URA Fund Summaries
Reporting Month: Feb FY 2023



	Current Year Budget	Year to Date Activity	Remaining Balance	% Used
800 - Year 2000 Program Income				
Investment revenue	\$ 8,200	\$ 6,061	\$ 2,139	74%
Other revenues	-	9,412	(9,412)	-
TOTAL REVENUES	\$ 8,200	\$ 15,473	\$ (7,273)	189%
Materials and services	\$ 5,000	\$ 7,879	\$ (2,879)	158%
Transfers out	919,094	919,094	-	100%
TOTAL EXPENDITURES	\$ 924,094	\$ 926,973	\$ (2,879)	100%
805 - Year 2000 Capital Projects				
Investment revenue	\$ 88,570	\$ 89,507	\$ (937)	101%
Loan proceeds	4,000,000	4,000,000	-	100%
TOTAL REVENUES	\$ 4,088,570	\$ 4,089,507	\$ (937)	100%
Materials and services	\$ 467,000	\$ 202,235	\$ 264,765	43%
Capital outlay	17,898,558	3,071,307	14,827,251	17%
TOTAL EXPENDITURES	\$ 18,365,558	\$ 3,273,543	\$ 15,092,015	18%
807 - Year 2000 Debt Service				
Taxes	\$ 3,544,880	\$ 3,325,461	\$ 219,419	94%
Investment revenue	999	20,585	(19,586)	2061%
TOTAL REVENUES	\$ 3,545,879	\$ 3,346,045	\$ 199,834	94%
Debt service	\$ 8,294,525	\$ 8,021,064	\$ 273,461	97%
TOTAL EXPENDITURES	\$ 8,294,525	\$ 8,021,064	\$ 273,461	97%
810 - Westside Program Income				
Investment revenue	\$ 750	\$ 883	\$ (133)	118%
TOTAL REVENUES	\$ 750	\$ 883	\$ (133)	118%
815 - Westside Capital Projects				
Investment revenue	\$ 44,502	\$ 40,999	\$ 3,503	92%
TOTAL REVENUES	\$ 44,502	\$ 40,999	\$ 3,503	92%
Materials and services	\$ 280,336	\$ 90,380	\$ 189,956	32%
Capital outlay	710,000	-	710,000	0%
TOTAL EXPENDITURES	\$ 990,336	\$ 90,380	\$ 899,956	9%
817 - Westside Debt Service				
Taxes	\$ 5,084,500	\$ 4,710,415	\$ 374,085	93%
Investment revenue	36,000	31,410	4,590	87%
TOTAL REVENUES	\$ 5,120,500	\$ 4,741,825	\$ 378,675	93%
Debt service	\$ 6,039,075	\$ 4,807,158	\$ 1,231,918	80%
TOTAL EXPENDITURES	\$ 6,039,075	\$ 4,807,158	\$ 1,231,918	80%
825 - Coffee Creek Capital Projects				
Investment revenue	\$ 1,500	\$ 1,535	\$ (35)	102%
TOTAL REVENUES	\$ 1,500	\$ 1,535	\$ (35)	102%
Materials and services	\$ 149,290	\$ 100,474	\$ 48,816	67%
TOTAL EXPENDITURES	\$ 149,290	\$ 100,474	\$ 48,816	67%
827 - Coffee Creek Debt Service				
Taxes	\$ 385,200	\$ 474,753	\$ (89,553)	123%
Investment revenue	1,000	1,190	(190)	119%
TOTAL REVENUES	\$ 386,200	\$ 475,943	\$ (89,743)	123%
Debt service	\$ 279,500	\$ 139,290	\$ 140,210	50%
TOTAL EXPENDITURES	\$ 279,500	\$ 139,290	\$ 140,210	50%