



# APRIL MONTHLY REPORT

## From the Director:

Happy April! Hope everyone is enjoying this sunshine!

The budget document will be delivered to the Budget Committee on Friday, May 7. The Budget Committee meetings are scheduled for May 19 and 20. The meetings will start at 6 pm. If you have questions after reading the budget document, please submit them to Finance in writing. We will respond to you and the rest of the Budget Committee.

The Utility Billing Team had their kick off meeting with MUNIS to begin the year long implementation of the new Utility Billing (UB) system. Being as this is the most forward facing software system that interacts with a large majority of the citizens, it will be a painstaking process to insure that the system is working properly before going live. Our team members Cricket and Eleesa, both of whom know the Eden system inside and out, will be taking on this project.

The FY2019-20 Annual Audit is officially complete with the Federal single audit and the STIF audits completed last week. All of the paperwork has been filed with the State and Federal governments- just two months shy of us beginning the process all over for FY2020-21! No rest for the Finance Accounting team!!

Stay safe.

*-Cathy Rodocker*

## By the Numbers:

Finance Statistics for the period of July 1, 2020-April 30, 2021

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

### Utility Billing:

Total Monthly Bills  
New Customers  
New Service Locations

### Accounts Payable:

60,916 April AP Pymts  
866 Payments Processed  
97

### Municipal Court:

\$3.9M Total Citations Issued 1,156  
315 Total Suspensions Issued 284  
Ticket Revenue \$151,759

## **FY21 Financial Update:**

### **General Fund:**

The General Fund operating revenues overall are coming in as expected. Charges for service is down due to Parks & Recreation and Library fees coming in lower than expected.

### **Building Inspection Fund:**

To date, the Building Inspection fund is seeing their expenses exceed their revenues by \$353K. The resulting use of the fund balance was expected. The rate increases approved by Council will be included in the budget adoption process and will begin to decrease the usage of fund balance in FY2021-22.

### **Community Development Fund:**

The CD fund's revenues continue to exceed the expenses by over \$769K. This increase in fund balance will be imperative to provide future funding for the CD Fund. As noted last month, this fund will continue to struggle until revenues are increased and/or expenses are decreased.

### **Road Operating Fund:**

The Gas Tax Funds have rebounded but will not come in at the budgeted amount due to the pandemic. However, as it currently stands, anticipated reductions in spending should offset the reduction in revenues.

### **Utility Funds:**

As of May, the utility operating funds are meeting expectations. The one exception is the recording of the refinancing of the Waste Water Treatment Plant debt service. We are required to recorded the total amount of the refinanced as debt service. Keith will be bringing a supplemental budget adjustment to Council on June 7 to increase the budget to correspond to this entry. Local budget law allows this type of transaction to be adjusted after the transaction has been completed.

**City of Wilsonville - Fund Summaries**  
**Reporting Month: APR FY 2021**

	Current Year Budget	Year to Date Activity	Remaining Balance	Remaining %
<b>110 - General Fund</b>				
Taxes	\$ 11,954,800	\$ 10,865,696	\$ 1,089,104	9%
Intergovernmental	2,415,495	2,341,929	73,566	3%
Licenses and permits	182,750	167,461	15,289	8%
Charges for services	672,610	359,681	312,929	47%
Fines and forfeitures	320,000	151,759	168,241	53%
Investment revenue	163,900	198,540	(34,640)	-21%
Other revenues	745,250	569,140	176,110	24%
Transfers in	4,161,046	3,449,651	711,396	17%
<b>TOTAL REVENUES</b>	<b>\$ 20,615,851</b>	<b>\$ 18,103,855</b>	<b>\$ 2,511,996</b>	<b>12%</b>
Personnel services	\$ 9,334,432	\$ 6,812,897	\$ 2,521,535	27%
Materials and services	10,544,247	4,705,071	5,839,176	55%
Capital outlay	20,000	25,473	(5,473)	-27%
Transfers out	6,823,062	4,124,915	2,698,147	40%
<b>TOTAL EXPENDITURES</b>	<b>\$ 26,721,741</b>	<b>\$ 15,668,356</b>	<b>\$ 11,053,385</b>	<b>41%</b>
<b>610 - Fleet Fund</b>				
Charges for services	\$ 1,411,703	\$ 1,176,771	\$ 234,932	17%
Investment revenue	9,600	13,956	(4,356)	-45%
Other revenues	18,000	11,094	6,906	38%
<b>TOTAL REVENUES</b>	<b>\$ 1,439,303</b>	<b>\$ 1,201,821</b>	<b>\$ 237,482</b>	<b>16%</b>
Personnel services	\$ 788,700	\$ 545,596	\$ 243,104	31%
Materials and services	676,906	458,391	218,515	32%
Capital outlay	65,000	-	65,000	100%
Transfers out	2,400	2,000	400	17%
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,533,006</b>	<b>\$ 1,005,987</b>	<b>\$ 527,019</b>	<b>34%</b>
<b>230 - Building Inspection Fund</b>				
Licenses and permits	\$ 950,565	\$ 754,193	\$ 196,372	21%
Charges for services	9,600	8,000	1,600	17%
Investment revenue	22,800	38,633	(15,833)	-69%
Transfers in	40,883	34,070	6,813	17%
<b>TOTAL REVENUES</b>	<b>\$ 1,023,848</b>	<b>\$ 834,895</b>	<b>\$ 188,953</b>	<b>18%</b>
Personnel services	\$ 1,081,750	\$ 786,611	\$ 295,139	27%
Materials and services	165,347	115,575	49,772	30%
Transfers out	405,321	285,638	119,684	30%
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,652,418</b>	<b>\$ 1,187,823</b>	<b>\$ 464,595</b>	<b>28%</b>
<b>231 - Community Development Fund</b>				
Intergovernmental	\$ 63,000	\$ 34,109	\$ 28,891	46%
Licenses and permits	709,723	656,044	53,679	8%
Charges for services	619,450	477,165	142,285	23%
Investment revenue	12,500	38,060	(25,560)	-204%
Other revenues	250	328	(78)	-31%
Transfers in	3,145,331	2,539,556	605,775	19%
<b>TOTAL REVENUES</b>	<b>\$ 4,550,254</b>	<b>\$ 3,745,262</b>	<b>\$ 804,992</b>	<b>18%</b>
Personnel services	\$ 3,215,620	\$ 2,219,443	\$ 996,177	31%
Materials and services	712,625	270,364	442,261	62%
Transfers out	584,243	486,870	97,373	17%
<b>TOTAL EXPENDITURES</b>	<b>\$ 4,512,488</b>	<b>\$ 2,976,676</b>	<b>\$ 1,535,812</b>	<b>34%</b>
<b>240 - Road Operating Fund</b>				
Intergovernmental	\$ 2,382,151	\$ 1,506,354	\$ 875,797	37%
Investment revenue	2,000	23,435	(21,435)	-1072%
Other revenues	2,000	2,441	(441)	-22%
<b>TOTAL REVENUES</b>	<b>\$ 2,386,151</b>	<b>\$ 1,532,229</b>	<b>\$ 853,922</b>	<b>36%</b>
Personnel services	\$ 382,270	\$ 281,210	\$ 101,060	26%
Materials and services	514,578	258,941	255,637	50%
Capital outlay	13,000	10,246	2,754	21%
Debt service	82,000	81,446	554	1%
Transfers out	1,675,765	279,507	1,396,258	83%
<b>TOTAL EXPENDITURES</b>	<b>\$ 2,667,613</b>	<b>\$ 911,350</b>	<b>\$ 1,756,263</b>	<b>66%</b>

**City of Wilsonville - Fund Summaries**  
**Reporting Month: APR FY 2021**

	Current Year Budget	Year to Date Activity	Remaining Balance	Remaining %
<b>241 - Road Maintenance Fund</b>				
Charges for services	\$ 2,065,000	\$ 1,778,377	\$ 286,623	14%
Investment revenue	3,100	41,937	(38,837)	-1253%
<b>TOTAL REVENUES</b>	<b>\$ 2,068,100</b>	<b>\$ 1,820,314</b>	<b>\$ 247,786</b>	<b>12%</b>
Transfers out	\$ 4,092,922	\$ 1,099,092	\$ 2,993,830	73%
<b>TOTAL EXPENDITURES</b>	<b>\$ 4,092,922</b>	<b>\$ 1,099,092</b>	<b>\$ 2,993,830</b>	<b>73%</b>
<b>260 - Transit Fund</b>				
Taxes	\$ 5,050,000	\$ 4,544,182	\$ 505,818	10%
Intergovernmental	5,296,588	1,389,708	3,906,880	74%
Charges for services	170,000	-	170,000	100%
Fines and forfeitures	5,000	147,731	(142,731)	-2855%
Investment revenue	31,100	58,198	(27,098)	-87%
Other revenues	16,000	-	16,000	100%
<b>TOTAL REVENUES</b>	<b>\$ 10,568,688</b>	<b>\$ 6,139,820</b>	<b>\$ 4,428,868</b>	<b>42%</b>
Personnel services	\$ 4,106,110	\$ 2,864,409	\$ 1,241,701	30%
Materials and services	2,268,268	1,327,856	940,412	41%
Capital outlay	2,629,941	495,099	2,134,842	81%
Transfers out	808,863	495,310	313,553	39%
<b>TOTAL EXPENDITURES</b>	<b>\$ 9,813,182</b>	<b>\$ 5,182,674</b>	<b>\$ 4,630,508</b>	<b>47%</b>
<b>510 - Water Operating Fund</b>				
Charges for services	\$ 9,006,000	\$ 7,725,363	\$ 1,280,637	14%
Fines and forfeitures	19,000	(27)	19,027	100%
Investment revenue	195,000	249,517	(54,517)	-28%
Other revenues	12,000	31,921	(19,921)	-166%
Transfers in	183,270	183,253	17	0%
<b>TOTAL REVENUES</b>	<b>\$ 9,415,270</b>	<b>\$ 8,190,026</b>	<b>\$ 1,225,244</b>	<b>13%</b>
Personnel services	\$ 615,190	\$ 389,535	\$ 225,655	37%
Materials and services	4,405,491	3,240,033	1,165,458	26%
Capital outlay	426,000	181,231	244,769	57%
Transfers out	4,053,411	914,938	3,138,473	77%
<b>TOTAL EXPENDITURES</b>	<b>\$ 9,500,092</b>	<b>\$ 4,725,738</b>	<b>\$ 4,774,354</b>	<b>50%</b>
<b>520 - Sewer Operating Fund</b>				
Charges for services	\$ 8,147,000	\$ 6,523,945	\$ 1,623,055	20%
Investment revenue	196,200	254,378	(58,178)	-30%
Other revenues	18,000	27,316	(9,316)	-52%
Transfers in	600,000	600,000	-	0%
<b>TOTAL REVENUES</b>	<b>\$ 8,961,200</b>	<b>\$ 7,405,639</b>	<b>\$ 1,555,561</b>	<b>17%</b>
Personnel services	\$ 365,500	\$ 250,802	\$ 114,698	31%
Materials and services	3,761,624	2,476,164	1,285,460	34%
Capital outlay	88,177	-	88,177	100%
Debt service	2,960,000	24,630,256	(21,670,256)	-732%
Transfers out	4,736,147	1,563,178	3,172,969	67%
<b>TOTAL EXPENDITURES</b>	<b>\$ 11,911,448</b>	<b>\$ 28,920,401</b>	<b>\$ (17,008,953)</b>	<b>-143%</b>
<b>550 - Street Lighting Fund</b>				
Charges for services	\$ 524,150	\$ 448,862	\$ 75,288	14%
Investment revenue	12,500	16,208	(3,708)	-30%
<b>TOTAL REVENUES</b>	<b>\$ 536,650</b>	<b>\$ 465,070</b>	<b>\$ 71,580</b>	<b>13%</b>
Materials and services	\$ 381,320	\$ 263,625	\$ 117,695	31%
Transfers out	1,305,247	91,147	1,214,100	93%
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,686,567</b>	<b>\$ 354,772</b>	<b>\$ 1,331,795</b>	<b>79%</b>
<b>570 - Stormwater Operating Fund</b>				
Charges for services	\$ 3,370,000	\$ 2,795,979	\$ 574,021	17%
Investment revenue	15,300	39,714	(24,414)	-160%
Transfers in	2,500,000	2,500,000	-	0%
<b>TOTAL REVENUES</b>	<b>\$ 5,885,300</b>	<b>\$ 5,335,692</b>	<b>\$ 549,608</b>	<b>9%</b>
Personnel services	\$ 270,080	\$ 184,919	\$ 85,161	32%
Materials and services	763,557	475,039	288,518	38%
Capital outlay	50,791	9,950	40,841	80%
Debt service	679,200	616,907	62,293	9%
Transfers out	3,550,672	1,544,658	2,006,014	56%
<b>TOTAL EXPENDITURES</b>	<b>\$ 5,314,300</b>	<b>\$ 2,831,473</b>	<b>\$ 2,482,827</b>	<b>47%</b>