

AUGUST MONTHLY REPORT

FINANCE—The department where everyone counts

- <u>Finance Dept. Update(s)</u>: Over the course of the last several years, we've seen a shift in walk-in traffic at City Hall, as many of those tasks can now be performed online. In response, and in an effort to meet as many of our internal and external customer's needs right as they walk in the front door, Finance has assumed responsibility of the downstairs front counter. This includes the addition of an over-arching customer service personnel. Utility Billing has also (temporarily) transitioned downstairs.
- <u>Budget Supplemental</u>: The City's first budget supplemental is scheduled for Council review on October 2. More detail will come by way of a Council Staff Report before the public hearing is held.
- <u>Transit Tax:</u> A big shout out to the Finance and IT departments for their perseverance. As an open item since implementation, EnerGov payments were not seamlessly flowing into Munis [our financial enterprise resource planning system]. In response, the team logged a support ticket back in February. Since then the team has performed updates, adjusted the configuration settings, cleared the cache, reset the server ... Finally, in August, the issue was resolved.
- <u>Utility Billing</u>: The City was approved for the Low Income Household Water Assistance (LIHWA) program through Clackamas County. They first reached out to anyone that qualified for Low Income Household Energy Assistance Program (LIHEAP) since they are considered pre-qualified. Additionally, we referred 296 accounts based on a criteria, of: those on payment plans, those that already receive assistance from Wilsonville Community Sharing, or have received a delinquent notice within the last six months.

In response, LIHWA has already approved 13 accounts, with one (1) more currently in the application process. In total, they have committed to sending the City \$9,098 towards water/sewer bills. Three of these accounts were on a payment plan. The average amount received is \$700 per household.

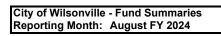
- <u>Customer Outreach</u>: To further promote the City's new online Utility Billing (payment) portal, Cricket and Eleesa will be attending the Charbonneau Community Event on September 6. Each participant is asked to donate an item for their raffle prize. This year, the City is donating this fun lemon themed basket.
- <u>Attached Financials</u>: Finance continues to monitor all departments for on-going budget compliance.



City of Wilsonville - Fund Summaries Reporting Month: August FY 2024



		c	urrent Year Budget		Year to Date Activity		Remaining Balance	% Used
110 - General Fund								
	Taxes	\$	15,090,000	\$	2,243	\$	15,087,757	0%
	Intergovernmental		2,715,173		10,333		2,704,840	0%
	Licenses and permits		242,800		95,238		147,562	39%
	Charges for services		413,164		88,701		324,463	21%
	Fines and forfeitures		250,000		45,369		204,631	18%
	Investment revenue		304,600		26,625		277,975	9%
	Other revenues		681,450		41,724		639,726	6%
	Transfers in		5,337,741		961,423		4,376,318	18%
	TOTAL REVENUES	\$	25,034,928	\$	1,271,655	\$	23,763,273	5%
	Personnel services	\$	12,185,032	\$	1,340,381	\$	10,844,651	11%
	Materials and services		12,845,271		1,430,735		11,414,536	11%
	Capital outlay		274,000		113,133		160,867	41%
	Debt service		1,134,284		1,129,631		4,653	100%
	Transfers out		7,023,981		182,523		6,841,458	3%
	TOTAL EXPENDITURES	\$	33,462,568	\$	4,196,402	\$	29,266,166	13%
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610 - Fleet Fund								
	Charges for services	\$	1,722,180	\$	287,030	\$	1,435,150	17%
	Investment revenue	_	8,200		1,575		6,625	19%
	TOTAL REVENUES	\$	1,730,380	\$	289,381	\$	1,440,999	17%
	Personnel services	\$	985,470	\$	105,806	\$	879,664	11%
	Materials and services		801,417		118,415	•	683,002	15%
	Capital outlay		303,800		95.402		208,398	31%
	Transfers out		2,400		400		2,000	17%
	TOTAL EXPENDITURES	\$	2,093,087	\$	320,023	\$	1,773,064	15%
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230 - Building Inspe	ction Fund							
	Licenses and permits	\$	1,204,000	\$	385,615	\$	818,385	32%
	Investment revenue		71,700		4,400		67,300	6%
	TOTAL REVENUES	\$	1,275,700	\$	390,015	\$	885,685	31%
	Personnel services	\$	1,076,940	\$	109,367	\$	967,573	10%
	Materials and services		198,774		70,656		128,118	36%
	Transfers out		346,058		57,678		288,380	17%
	TOTAL EXPENDITURES	\$	1,621,772	\$	237,701	\$	1,384,071	15%
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231 - Community De	evelopment Fund							
	Licenses and permits	\$	852,302	\$	162,832	\$	689,470	19%
	Charges for services		723,900		68,768		655,132	9%
	Investment revenue		44,400		2,452		41,948	6%
	Transfers in		3,027,023		303,503		2,723,520	10%
	TOTAL REVENUES	\$	4,647,625	\$	537,556	\$	4,110,069	12%
	Personnel services	\$	3,685,060	\$	402,642	\$	3,282,418	11%
	Materials and services	Ŧ	803,584	Ŧ	55,980	+	747,604	7%
	Transfers out		607,926		101,322		506,604	17%
	TOTAL EXPENDITURES	\$	5,096,570	\$	559,944	\$	4,536,626	11%
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240 - Road Operatin	g Fund							
	Intergovernmental	\$	2,240,600	\$	-	\$	2,240,600	0%
	Investment revenue		52,200		4,754		47,446	9%
	Other revenues		-		242		(242)	-
	TOTAL REVENUES	\$	2,292,800	\$	4,997	\$	2,287,803	0%
	Personnel services	\$	524,370		51,548	\$	472,822	10%
	Materials and services		616,212		111,884		504,328	18%
	Capital outlay		300,000		8,950		291,050	3%
	Debt service		358,000		47,524		310,476	13%
	Transfers out		2,161,694		316,375		1,845,319	15%
	TOTAL EXPENDITURES	\$	3,960,276	\$	536,282	\$	3,423,994	14%
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		c	urrent Year Budget	١	ear to Date Activity		Remaining Balance	% Used
241 - Road Mainten								
	Charges for services	\$	2,249,000	\$	223,828	\$	2,025,172	10%
	Investment revenue		87,100		4,959		82,141	6%
	TOTAL REVENUES	\$	2,336,100	\$	228,787	\$	2,107,313	10%
	Transfers out	\$	4,235,000	\$	15,152	\$	4,219,848	0%
	TOTAL EXPENDITURES	\$	4,235,000	\$	15,152	\$	4,219,848	0%
260 - Transit Fund								
	Taxes	\$	6,000,000	\$	1,419,642	\$	4,580,358	24%
	Intergovernmental		4,174,500		-		4,174,500	0%
	Charges for services		40,000		2,363		37,637	6%
	Fines and forfeitures		5,000		990		4,010	20%
	Investment revenue		425,100		18,554		406,546	4%
	Other revenues		16,000		-		16,000	0%
	TOTAL REVENUES	\$	10,660,600	\$	1,441,549	\$	9,219,051	14%
	Personnel services	\$	5,058,100	\$	466,764	\$	4,591,336	9%
	Materials and services		3,239,530		350,394		2,889,136	11%
	Capital outlay		2,060,000		-		2,060,000	0%
	Transfers out		1,043,990		113,738		930,252	11%
	TOTAL EXPENDITURES	\$	11,401,620	\$	930,896	\$	10,470,724	8%
510 - Water Operati	ng Fund Charges for services	\$	10,104,780	\$	1,580,433	\$	8,524,347	16%
	Fines and forfeitures	φ	10, 104,700	φ		φ		1076
	Investment revenue		224 500		1,820		(1,820)	- 8%
	Other revenues		324,500		27,205		297,295	
	TOTAL REVENUES	\$	1,168,080	\$	1,134,473 2,743,931	\$	33,607 8,853,429	97% 24%
		\$	11,597,360			•	· · ·	
	Personnel services	Ф	687,800	\$	66,085	\$	621,715	10%
	Materials and services		5,050,863		221,652		4,829,211	4%
	Capital outlay		655,000		52,960		602,040	8%
	Debt service		371,000		49,432		321,568	13%
	Transfers out TOTAL EXPENDITURES	\$	11,003,045 17,767,708	¢	443,950	*	10,559,095	4%
	TOTAL EXPENDITORES	\$	17,707,700	\$	834,079	\$	16,933,629	5%
520 - Sewer Operati	ing Fund							
	Charges for services	\$	8,477,900	\$	660,682	\$	7,817,218	8%
	Investment revenue		114,900		16,710		98,190	15%
	Other revenues		31,500		5,281		26,219	17%
	Transfers in		600,000		-		600,000	0%
	TOTAL REVENUES	\$	9,224,300	\$	682,673	\$	8,541,627	7%
	Personnel services	\$	449,960	\$	47,977	\$	401,983	11%
	Materials and services		4,121,454		279,239		3,842,215	7%
	Capital outlay		125,509		-		125,509	0%
	Debt service		2,880,000		33,648		2,846,352	1%
	Transfers out		9,857,299		309,960		9,547,339	3%
	TOTAL EXPENDITURES	\$	17,434,222	\$	670,824	\$	16,763,398	4%
550 - Street Lighting	n Fund							
ooo - ou eet Lightini	Charges for services	\$	540.540	\$	47,430	\$	493,110	9%
	Investment revenue	Ŧ	17,000	-	1,317	4	15,683	8%
	TOTAL REVENUES	\$	557,540	\$	48,747	\$	508,793	9%
	Materials and services	\$	366,450		18,306	\$	348,144	5%
	Transfers out	Ψ	522,500	Ψ	-	Ψ	522,500	0%
	TOTAL EXPENDITURES	\$	888,950	\$	18,306	\$	870,644	2%
		_						
570 - Stormwater O	perating Fund Charges for services	\$	3,678,840	\$	297,422	¢	3,381,418	8%
	Investment revenue	Φ		φ		φ	3,381,418 47,370	8% 14%
	TOTAL REVENUES	¢	55,100 3,733,940	\$	7,730 305,152	\$	3,428,788	14% 8%
		\$						
	Personnel services	\$	324,810	\$	40,696	\$	284,114	13%
	Materials and services		830,350		46,416		783,934	6%
	Debt service		838,000		42,841		795,159	5%
	Transfers out	_	6,224,965	¢	382,086	*	5,842,879	6%
	TOTAL EXPENDITURES	\$	8,218,125	\$	512,039	\$	7,706,086	6%



City of Wilsonville - SDC Fund Summaries Reporting Month: August FY 2024

		С	urrent Year Budget	Y	ear to Date Activity		Remaining Balance	% Used
336 - Frog Pond De	velopment							
	Licenses and permits	\$	2,000,000	\$	1,277,488	\$	722,512	64%
	Investment revenue		28,300		4,655		23,645	16%
	TOTAL REVENUES	\$	2,028,300	\$	1,282,143	\$	746,157	63%
	Materials and services	\$	36,180	\$	-	\$	36,180	0%
	Transfers out		3,199,297		7,402		3,191,895	0%
	TOTAL EXPENDITURES	\$	3,235,477	\$	7,402	\$	3,228,075	0%
348 - Washington C	County TDT							
	Washington County TDT	\$	250,000	\$	-	\$	250,000	0%
	Investment revenue		44,700		1,905		42,795	4%
	TOTAL REVENUES	\$	294,700	\$	1,905	\$	292,795	1%
346 - Roads SDC								
	System Development Charges	\$	1,800,000	\$	1,690,051	\$	109,949	94%
	Investment revenue		40,000		13,027		26,973	33%
	TOTAL REVENUES	\$	1,840,000	\$	1,703,078	\$	136,922	93%
	Materials and services	\$	43.130	\$	-	\$	43,130	0%
	Transfers out	+	10,712,968	+	8,144		10,704,824	0%
	TOTAL EXPENDITURES	\$	10,756,098	\$	8,144	\$	10,747,954	0%
396 - Parks SDC	System Development Charges	¢	FEO 000	¢	150 000	¢	207 012	200/
	System Development Charges	\$	550,000	\$	152,088	\$	397,912	28%
	Investment revenue	¢	12,000	¢	2,246	*	9,754	19%
	TOTAL REVENUES	\$	562,000	\$	154,334	\$	407,666	27%
	Materials and services	\$	17,570	\$	-	\$	17,570	0%
	Transfers out TOTAL EXPENDITURES	\$	1,111,946 1,129,516	\$	2,051 2,051	\$	1,109,895 1,127,465	0% 0%
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516 - Water SDC								
	System Development Charges	\$	1,515,000	\$	642,074	\$	872,926	42%
	Investment revenue		50,000	-	12,772	_	37,228	26%
	TOTAL REVENUES	\$	1,565,000	\$	654,846	\$	910,154	42%
	Materials and services	\$	26,980	\$	-	\$	26,980	0%
	Debt service		452,000		83,601		368,399	18%
	Transfers out		8,803,824		8,864		8,794,960	0%
	TOTAL EXPENDITURES	\$	9,282,804	\$	92,465	\$	9,190,339	1%
526 - Sewer SDC								
	System Development Charges	\$	725,000	\$	293,775	\$	431,225	41%
	Investment revenue		9,900		1,695		8,205	17%
	TOTAL REVENUES	\$	734,900	\$	295,470	\$	439,430	40%
	Materials and services	\$	22,930	\$	-	\$	22,930	0%
	Transfers out		1,605,323		12,548		1,592,775	1%
	TOTAL EXPENDITURES	\$	1,628,253	\$	12,548	\$	1,615,705	1%
576 - Stormwater S	DC							
	System Development Charges	\$	690,000	\$	230,319	\$	459,681	33%
	Investment revenue		109,700		4,315		105,385	4%
	TOTAL REVENUES	\$	799,700	\$	234,634	\$	565,066	29 %
	Materials and services	\$	5,980	\$	-	\$	5,980	0%
	Transfers out		360,603	-	35,192		325,411	10%
	TOTAL EXPENDITURES	\$	366,583	\$	35,192	\$	331,391	10%



City of Wilsonville - URA Fund Summaries Reporting Month: August FY 2024

		C	urrent Year Budget	١	ear to Date Activity		Remaining Balance	% Used
800 - Year 2000 Pro	gram Income							
	Investment revenue	\$	800	\$	25	\$	775	3%
	TOTAL REVENUES	\$	800	\$	25	\$	775	3%
	Materials and services	\$	5,000	\$	277	\$	4,723	6%
	Transfers out		25,000		-		25,000	0%
	TOTAL EXPENDITURES	\$	30,000	\$	277	\$	29,723	1%
805 - Year 2000 Cap		•		•	17.000	•		
	Investment revenue	\$	262,000	\$	17,062	\$	244,938	7%
	TOTAL REVENUES	\$	262,000	\$	17,062	\$	244,938	7%
	Materials and services	\$	262,900	\$	11,880	\$	251,020	5%
	Capital outlay	_	9,273,000		34,507	_	9,238,493	0%
	TOTAL EXPENDITURES	\$	9,535,900	\$	46,387	\$	9,489,513	0%
810 - Westside Prog	aram Income							
010 - Westshiel 110	Investment revenue	\$	3,715	\$	514	\$	3,201	14%
	TOTAL REVENUES	\$	3,715	\$	514	\$	3,201	14%
			•					
815 - Westside Cap	ital Projects							
_	Investment revenue	\$	165,000	\$	160	\$	164,840	0%
	TOTAL REVENUES	\$	165,000	\$	160	\$	164,840	0%
	Materials and services	\$	257,364	\$	18,144	\$	239,220	7%
	Capital outlay		710,000		-		710,000	0%
	TOTAL EXPENDITURES	\$	967,364	\$	18,144	\$	949,220	2%
817 - Westside Deb	t Service							
	Taxes	\$	1,672,200	\$	-	\$	1,672,200	0%
	Investment revenue		20,630		7,274		13,356	35%
	TOTAL REVENUES	\$	1,692,830	\$	7,274	\$	1,685,556	0%
	Debt service	\$	4,702,025	\$	-	\$	4,702,025	0%
	TOTAL EXPENDITURES	\$	4,702,025	\$	-	\$	4,702,025	0%
005 0.55 . 0								
825 - Coffee Creek	• •	¢	2.005	¢	4 0 0 0	¢	(020)	130%
	Investment revenue Transfers in	\$	3,095	\$	4,033	\$	(938) 500.000	
	TOTAL REVENUES	6	500,000	¢	4,033	¢	,	0%
		\$	503,095	\$		\$	499,062	1%
	Materials and services	\$	136,500	\$	22,000	\$	114,500	16%
	TOTAL EXPENDITURES	\$	136,500	\$	22,000	\$	114,500	16%
827 - Coffee Creek	Debt Service							
Car Contro Order	Taxes	\$	566,800	\$	-	\$	566,800	0%
	Investment revenue	Ψ	8,510	Ψ	133	Ψ	8,377	2%
	TOTAL REVENUES	\$	575,310	\$	133	\$	575,177	0%
	Debt service	\$	782.000	\$	-	\$	782.000	0%
	TOTAL EXPENDITURES	\$	782,000	\$		\$	782,000	0%
		Ψ	102,000	Ψ		Ψ	102,000	070