



MARCH MONTHLY REPORT

FINANCE—The department where everyone counts

- **Budget 2023-24:** The Finance Team is in the Home Stretch, busily putting together the final touches to the budget document, and on track for delivery to the printer by mid-April. Public notice will post to the Wilsonville Spokesman, and notice will be included also in the May Boones Ferry Messenger. Budget Committee Meetings will be held May 17th, 18th, and 23rd (if needed).
- **Civics Academy:** We were happy to showcase the Finance Department in this month's Civics Academy. (We didn't have as many cool games as the Library—but it was still a great success nonetheless!) It was a great opportunity to present the wide array of responsibilities that fall under the Finance umbrella, including: Accounts Payable, Payroll, Municipal Court, Utility Billing, Budgeting, Financial Planning, and Cash/Debt Management (to name just a few). Most notably, we honed in also on the budget process, importance of a balanced budget, and upcoming budget meetings. What a great group of attendees! Lots of great questions.
- **Municipal Court:** Municipal Court collections have resumed after being paused during COVID. Violations that have been in suspension for a minimum of 60 days will be subject to being turned over to collections. (As is consistent with what other courts are doing.) The same will occur for payment plans that have failed to make their payments on time and have not responded to past due notices.
- **Utility Billing:** Fun facts about utility billing
 - We have 7,365 Active utility accounts
 - 54% are registered on the new online portal
 - 52% have enrolled in paperless billing
 - 38% utilize auto-pay (Fingers crossed the raffle helps bring this percentage up!)
- **Staff Development:** At the end of April, our two court clerks will be attending the OACA (Oregon Association of Court Administrators) Spring Conference. In Mid-May, Finance will additionally be sending three attendees to the Tyler Technology conference in Texas. These both have proved to be invaluable opportunities in the past, to network with other organizations, provide training/development opportunities for staff, and ensure we're utilizing the software to it's full potential.
- **Attached Financials:** Finance continues to monitor all departments for on-going budget compliance.

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



	Current Year Budget	Year to Date Activity	Remaining Balance	% Used
110 - General Fund				
Taxes	\$ 13,243,000	\$ 11,755,436	\$ 1,487,564	89%
Intergovernmental	6,794,599	6,910,752	(116,153)	102%
Licenses and permits	202,850	142,808	60,043	70%
Charges for services	426,984	299,250	127,734	70%
Fines and forfeitures	230,000	149,184	80,816	65%
Investment revenue	87,000	191,133	(104,133)	220%
Other revenues	4,143,900	4,160,556	(16,656)	100%
Transfers in	4,640,011	3,124,486	1,515,525	67%
TOTAL REVENUES	\$ 29,768,344	\$ 26,733,604	\$ 3,034,740	90%
Personnel services	\$ 11,108,674	\$ 6,843,854	\$ 4,264,820	62%
Materials and services	15,045,218	9,286,981	5,758,237	62%
Capital outlay	214,000	69,084	144,916	32%
Debt service	408,250	380,170	28,080	93%
Transfers out	8,115,387	2,410,900	5,704,487	30%
TOTAL EXPENDITURES	\$ 34,891,529	\$ 18,990,990	\$ 15,900,539	54%
610 - Fleet Fund				
Charges for services	\$ 1,640,860	\$ 1,230,624	\$ 410,236	75%
Investment revenue	6,800	9,065	(2,265)	133%
TOTAL REVENUES	\$ 1,647,660	\$ 1,239,689	\$ 407,971	75%
Personnel services	\$ 970,860	\$ 533,499	\$ 437,361	55%
Materials and services	789,340	431,498	357,842	55%
Capital outlay	126,800	87,265	39,535	69%
Transfers out	2,400	1,800	600	75%
TOTAL EXPENDITURES	\$ 1,889,400	\$ 1,054,062	\$ 835,338	56%
230 - Building Inspection Fund				
Licenses and permits	\$ 1,442,750	\$ 1,482,938	\$ (40,188)	103%
Charges for services	8,190	6,143	2,048	75%
Investment revenue	14,000	24,924	(10,924)	178%
Transfers in	46,532	34,893	11,639	75%
TOTAL REVENUES	\$ 1,511,472	\$ 1,548,897	\$ (37,425)	102%
Personnel services	\$ 1,107,250	\$ 601,143	\$ 506,107	54%
Materials and services	228,181	129,981	98,200	57%
Transfers out	391,215	253,235	137,980	65%
TOTAL EXPENDITURES	\$ 1,726,646	\$ 984,359	\$ 742,287	57%
231 - Community Development Fund				
Intergovernmental	\$ 339,500	\$ 16,000	\$ 323,500	5%
Licenses and permits	715,389	734,836	(19,447)	103%
Charges for services	909,369	499,728	409,641	55%
Investment revenue	13,500	16,766	(3,266)	124%
Other revenues	-	195,840	(195,840)	-
Transfers in	2,753,503	1,401,630	1,351,873	51%
TOTAL REVENUES	\$ 4,731,261	\$ 2,864,800	\$ 1,866,461	61%
Personnel services	\$ 3,578,090	\$ 2,200,952	\$ 1,377,138	62%
Materials and services	815,548	352,849	462,699	43%
Transfers out	805,368	652,977	152,391	81%
TOTAL EXPENDITURES	\$ 5,199,006	\$ 3,206,778	\$ 1,992,228	62%
240 - Road Operating Fund				
Intergovernmental	\$ 2,051,500	\$ 1,275,113	\$ 776,387	62%
Investment revenue	18,700	57,070	(38,370)	305%
Other revenues	-	1,281	(1,281)	-
TOTAL REVENUES	\$ 2,070,200	\$ 1,333,464	\$ 736,736	64%
Personnel services	\$ 440,310	\$ 222,414	\$ 217,896	51%
Materials and services	529,672	430,342	99,330	81%
Capital outlay	105,000	-	105,000	0%
Debt service	359,000	356,447	2,553	99%
Transfers out	6,278,965	2,459,258	3,819,707	39%
TOTAL EXPENDITURES	\$ 7,712,947	\$ 3,468,461	\$ 4,244,486	45%

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



	Current Year Budget	Year to Date Activity	Remaining Balance	% Used
241 - Road Maintenance Fund				
Charges for services	\$ 2,192,850	\$ 1,873,017	\$ 319,833	85%
Investment revenue	19,760	22,788	(3,028)	115%
TOTAL REVENUES	\$ 2,212,610	\$ 1,895,805	\$ 316,805	86%
Transfers out	\$ 1,203,613	\$ 314,915	\$ 888,698	26%
TOTAL EXPENDITURES	\$ 1,203,613	\$ 314,915	\$ 888,698	26%
260 - Transit Fund				
Taxes	\$ 5,600,000	\$ 4,578,373	\$ 1,021,627	82%
Intergovernmental	4,604,416	4,232,635	371,781	92%
Charges for services	29,000	27,273	1,727	94%
Fines and forfeitures	5,000	5,537	(537)	111%
Investment revenue	58,000	88,749	(30,749)	153%
Other revenues	16,800	-	16,800	0%
TOTAL REVENUES	\$ 10,313,216	\$ 8,932,566	\$ 1,380,650	87%
Personnel services	\$ 4,897,540	\$ 2,639,374	\$ 2,258,166	54%
Materials and services	5,533,317	1,695,331	3,837,986	31%
Capital outlay	1,276,000	12,236	1,263,764	1%
Transfers out	1,757,565	462,114	1,295,451	26%
TOTAL EXPENDITURES	\$ 13,464,422	\$ 4,809,055	\$ 8,655,367	36%
510 - Water Operating Fund				
Charges for services	\$ 9,992,600	\$ 8,232,976	\$ 1,759,624	82%
Fines and forfeitures	-	13,121	(13,121)	-
Investment revenue	108,000	187,674	(79,674)	174%
Other revenues	30,000	418,325	(388,325)	1394%
TOTAL REVENUES	\$ 10,130,600	\$ 8,852,096	\$ 1,278,504	87%
Personnel services	\$ 667,000	\$ 317,133	\$ 349,867	48%
Materials and services	4,906,612	2,878,966	2,027,646	59%
Capital outlay	1,071,225	238,098	833,127	22%
Debt service	372,000	370,751	1,249	100%
Transfers out	15,271,407	3,451,135	11,820,272	23%
TOTAL EXPENDITURES	\$ 22,288,244	\$ 7,256,083	\$ 15,032,161	33%
520 - Sewer Operating Fund				
Charges for services	\$ 8,434,450	\$ 6,135,175	\$ 2,299,275	73%
Investment revenue	84,700	139,931	(55,231)	165%
Other revenues	31,500	22,485	9,015	71%
Transfers in	600,000	600,000	-	100%
TOTAL REVENUES	\$ 9,150,650	\$ 6,897,590	\$ 2,253,060	75%
Personnel services	\$ 440,600	\$ 304,771	\$ 135,829	69%
Materials and services	3,803,134	2,449,687	1,353,447	64%
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	2,943,129	6,330,652	32%
TOTAL EXPENDITURES	\$ 16,837,917	\$ 6,329,214	\$ 10,508,703	38%
550 - Street Lighting Fund				
Intergovernmental	\$ -	\$ 16,680	\$ (16,680)	-
Charges for services	547,965	419,852	128,113	77%
Investment revenue	1,900	9,309	(7,409)	490%
TOTAL REVENUES	\$ 549,865	\$ 445,841	\$ 104,024	81%
Materials and services	\$ 401,500	\$ 164,632	\$ 236,868	41%
Transfers out	1,045,000	675,854	369,146	65%
TOTAL EXPENDITURES	\$ 1,446,500	\$ 840,487	\$ 606,013	58%
570 - Stormwater Operating Fund				
Charges for services	\$ 3,609,538	\$ 2,647,338	\$ 962,200	73%
Investment revenue	25,900	68,583	(42,683)	265%
TOTAL REVENUES	\$ 3,635,438	\$ 2,715,921	\$ 919,517	75%
Personnel services	\$ 292,810	\$ 159,931	\$ 132,879	55%
Materials and services	818,292	394,314	423,978	48%
Capital outlay	107,000	113,606	(6,606)	106%
Debt service	839,000	836,421	2,579	100%
Transfers out	6,048,155	2,718,657	3,329,498	45%
TOTAL EXPENDITURES	\$ 8,105,257	\$ 4,222,929	\$ 3,882,328	52%

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



	Current Year Budget	Year to Date Activity	Remaining Balance	% Used
336 - Frog Pond Development				
Licenses and permits	\$ 1,951,354	\$ 668,874	\$ 1,282,480	34%
Investment revenue	1,100	23,483	(22,383)	2135%
TOTAL REVENUES	\$ 1,952,454	\$ 692,357	\$ 1,260,097	35%
Materials and services	\$ 34,790	\$ -	\$ 34,790	0%
Transfers out	5,322,274	287,250	5,035,024	5%
TOTAL EXPENDITURES	\$ 5,357,064	\$ 287,250	\$ 5,069,814	5%
348 - Washington County TDT				
Washington County TDT	\$ -	\$ 715,006	\$ (715,006)	-
Investment revenue	1,800	10,130	(8,330)	563%
TOTAL REVENUES	\$ 1,800	\$ 725,136	\$ (723,336)	40285%
346 - Roads SDC				
System Development Charges	\$ 3,960,000	\$ 1,765,614	\$ 2,194,387	45%
Investment revenue	40,300	71,319	(31,019)	177%
TOTAL REVENUES	\$ 4,000,300	\$ 1,836,933	\$ 2,163,367	46%
Materials and services	\$ 41,470	\$ -	\$ 41,470	0%
Transfers out	12,790,020	351,116	12,438,904	3%
TOTAL EXPENDITURES	\$ 12,831,490	\$ 351,116	\$ 12,480,374	3%
396 - Parks SDC				
System Development Charges	\$ 373,000	\$ 277,731	\$ 95,269	74%
Investment revenue	12,200	22,016	(9,816)	180%
TOTAL REVENUES	\$ 385,200	\$ 299,747	\$ 85,453	78%
Materials and services	\$ 16,890	\$ -	\$ 16,890	0%
Transfers out	2,883,712	916,473	1,967,239	32%
TOTAL EXPENDITURES	\$ 2,900,602	\$ 916,473	\$ 1,984,129	32%
516 - Water SDC				
System Development Charges	\$ 1,429,000	\$ 2,367,876	\$ (938,876)	166%
Investment revenue	21,700	101,394	(79,694)	467%
TOTAL REVENUES	\$ 1,450,700	\$ 2,469,270	\$ (1,018,570)	170%
Materials and services	\$ 25,940	\$ -	\$ 25,940	0%
Debt service	453,000	450,736	2,264	100%
Transfers out	12,182,558	2,825,465	9,357,093	23%
TOTAL EXPENDITURES	\$ 12,661,498	\$ 3,276,201	\$ 9,385,297	26%
526 - Sewer SDC				
System Development Charges	\$ 290,000	\$ 740,080	\$ (450,080)	255%
Investment revenue	3,700	9,699	(5,999)	262%
TOTAL REVENUES	\$ 293,700	\$ 749,778	\$ (456,078)	255%
Materials and services	\$ 22,050	\$ -	\$ 22,050	0%
Transfers out	1,737,739	1,006,693	731,046	58%
TOTAL EXPENDITURES	\$ 1,759,789	\$ 1,006,693	\$ 753,096	57%
576 - Stormwater SDC				
System Development Charges	\$ 990,000	\$ 554,548	\$ 435,452	56%
Investment revenue	14,300	24,617	(10,317)	172%
TOTAL REVENUES	\$ 1,004,300	\$ 579,165	\$ 425,135	58%
Materials and services	\$ 5,750	\$ -	\$ 5,750	0%
Transfers out	541,017	50,140	490,877	9%
TOTAL EXPENDITURES	\$ 546,767	\$ 50,140	\$ 496,627	9%

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



	Current Year Budget	Year to Date Activity	Remaining Balance	% Used
800 - Year 2000 Program Income				
Investment revenue	\$ 8,200	\$ 6,093	\$ 2,107	74%
Other revenues	-	10,412	(10,412)	-
TOTAL REVENUES	\$ 8,200	\$ 16,505	\$ (8,305)	201%
Materials and services	\$ 5,000	\$ 3,622	\$ 1,378	72%
Transfers out	919,094	919,094	-	100%
TOTAL EXPENDITURES	\$ 924,094	\$ 922,716	\$ 1,378	100%
805 - Year 2000 Capital Projects				
Investment revenue	\$ 88,570	\$ 100,759	\$ (12,189)	114%
Loan proceeds	4,000,000	4,000,000	-	100%
TOTAL REVENUES	\$ 4,088,570	\$ 4,100,759	\$ (12,189)	100%
Materials and services	\$ 467,000	\$ 210,710	\$ 256,290	45%
Capital outlay	17,898,558	3,073,615	14,824,943	17%
TOTAL EXPENDITURES	\$ 18,365,558	\$ 3,284,325	\$ 15,081,233	18%
807 - Year 2000 Debt Service				
Taxes	\$ 3,544,880	\$ 3,325,461	\$ 219,419	94%
Investment revenue	999	20,816	(19,817)	2084%
TOTAL REVENUES	\$ 3,545,879	\$ 3,346,276	\$ 199,603	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	\$ 982	\$ (232)	131%
TOTAL REVENUES	\$ 750	\$ 982	\$ (232)	131%
815 - Westside Capital Projects				
Investment revenue	\$ 44,502	\$ 45,516	\$ (1,014)	102%
TOTAL REVENUES	\$ 44,502	\$ 45,516	\$ (1,014)	102%
Materials and services	\$ 280,336	\$ 101,928	\$ 178,409	36%
Capital outlay	710,000	-	710,000	0%
TOTAL EXPENDITURES	\$ 990,336	\$ 101,928	\$ 888,409	10%
817 - Westside Debt Service				
Taxes	\$ 5,084,500	\$ 4,710,415	\$ 374,085	93%
Investment revenue	36,000	33,977	2,023	94%
TOTAL REVENUES	\$ 5,120,500	\$ 4,744,392	\$ 376,108	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	\$ 1,643	\$ (143)	110%
TOTAL REVENUES	\$ 1,500	\$ 1,643	\$ (143)	110%
Materials and services	\$ 149,290	\$ 112,940	\$ 36,350	76%
TOTAL EXPENDITURES	\$ 149,290	\$ 112,940	\$ 36,350	76%
827 - Coffee Creek Debt Service				
Taxes	\$ 385,200	\$ 474,753	\$ (89,553)	123%
Investment revenue	1,000	1,485	(485)	149%
TOTAL REVENUES	\$ 386,200	\$ 476,239	\$ (90,039)	123%
Debt service	\$ 279,500	\$ 139,290	\$ 140,210	50%
TOTAL EXPENDITURES	\$ 279,500	\$ 139,290	\$ 140,210	50%