



SEPTEMBER MONTHLY REPORT

FINANCE—The department where everyone counts

- **UTILITY BILLING:** We are live internally on the new utility billing system (MUNIS). The first week staff focused on customer updates and work orders. The next week they focused on processing all the move in/out request and importing payments from the old system. Next week we will do our first billing in Munis. Once we send the bills to the printer we will be fully transitioned to the new software and the new payment portal for customers will be activated. There will be a flyer sent with the October invoice that has the web address to the new customer portal and a list of to-do items for the customer. **The most significant UB customer impacts will be:** (1) The assignment of new utility account numbers (2) Customers set-up on automatic payment will need to re-enroll (3) Customers using their bank's bill pay service will need to login to their bank to update what utility account number is referenced.
- **DISTINGUISHED BUDGET PRESENTATION AWARD:** For the 25th consecutive year, the City's budget document has been awarded the Distinguished Budget Presentation Award from the Government Finance Officers Association (GFOA). This award is the highest form of recognition in governmental budgeting. In order to receive this award, the City had to satisfy nationally recognized guidelines for effective budget presentation. These guidelines are designed to assess how well an entity's budget serves as a: policy document, financial plan, operations guide, and communications device.
- **YEAR END CLOSING:** We're currently wrapping up the annual, year end close process, which includes drafting of the Annual Comprehensive Financial Report. As a component to this, our auditors will be here the week of October 31.
- **INTEREST, INFLATION, & MARKET VOLATILITY:** What a difference a year can make. Last year at this time, the City was investing in 18 month US Treasuries yielding 0.13%. Today the City purchased an 18 month UST investment yielding 4.2% Growing consumer prices keep the pressure on the Federal Reserve to raise interest rates to slow the economy. Relatedly, borrowing costs have soared, luckily the City has locked in rates for its three outstanding debt financings.
- **ATTACHED FINANCIALS:** Finance continues to monitor all departments for on-going budget compliance. A couple items of note:

The City's first **Budget Supplemental** is scheduled for October 17, 2022 to include CIP budget rollovers from the prior year. More detail will come by way of a Council Staff Report before the required public hearing.

TOD Funds: The City is in receipt of \$1,926,000 in upfront funding from the Oregon Legislature for its Transit Oriented Development (TOD) project. The funds were deposited in the General Fund and restricted for use of the TOD capital improvement project (CIP #8156).

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



	Current Year Budget	Year to Date Activity	Remaining Balance	% Used
110 - General Fund				
Taxes	\$ 13,243,000	\$ 157,310	\$ 13,085,690	1%
Intergovernmental	5,407,399	4,731,937	675,462	88%
Licenses and permits	202,850	121,797	81,053	60%
Charges for services	426,984	101,422	325,562	24%
Fines and forfeitures	230,000	41,768	188,232	18%
Investment revenue	87,000	27,877	59,123	32%
Other revenues	4,143,900	18,445	4,125,455	0%
Transfers in	4,458,119	828,768	3,629,351	19%
TOTAL REVENUES	\$ 28,199,252	\$ 6,029,322	\$ 22,169,930	21%
Personnel services	\$ 11,075,352	\$ 1,877,927	\$ 9,197,425	17%
Materials and services	15,033,218	1,188,720	13,844,498	8%
Capital outlay	182,000	-	182,000	0%
Debt service	408,250	-	408,250	0%
Transfers out	4,265,905	228,831	4,037,074	5%
TOTAL EXPENDITURES	\$ 30,964,725	\$ 3,295,478	\$ 27,669,247	11%
610 - Fleet Fund				
Charges for services	\$ 1,640,860	\$ -	\$ 1,640,860	0%
Investment revenue	6,800	1,580	5,220	23%
TOTAL REVENUES	\$ 1,647,660	\$ 1,580	\$ 1,646,080	0%
Personnel services	\$ 970,860	\$ 142,988	\$ 827,872	15%
Materials and services	789,340	127,240	662,100	16%
Capital outlay	126,800	65,834	60,966	52%
Transfers out	2,400	600	1,800	25%
TOTAL EXPENDITURES	\$ 1,889,400	\$ 336,663	\$ 1,552,737	18%
230 - Building Inspection Fund				
Licenses and permits	\$ 1,442,750	\$ 302,142	\$ 1,140,608	21%
Charges for services	8,190	2,048	6,143	25%
Investment revenue	14,000	4,116	9,884	29%
Transfers in	46,532	11,631	34,901	25%
TOTAL REVENUES	\$ 1,511,472	\$ 319,937	\$ 1,191,535	21%
Personnel services	\$ 1,116,250	\$ 169,609	\$ 946,641	15%
Materials and services	228,181	64,666	163,515	28%
Transfers out	391,215	81,730	309,485	21%
TOTAL EXPENDITURES	\$ 1,735,646	\$ 316,004	\$ 1,419,642	18%
231 - Community Development Fund				
Intergovernmental	\$ 339,500	\$ 14,800	\$ 324,700	4%
Licenses and permits	715,389	278,797	436,592	39%
Charges for services	789,369	116,638	672,731	15%
Investment revenue	13,500	3,166	10,334	23%
Other revenues	-	195,840	(195,840)	-
Transfers in	2,336,615	330,680	2,005,935	14%
TOTAL REVENUES	\$ 4,194,373	\$ 939,922	\$ 3,254,451	22%
Personnel services	\$ 3,578,090	\$ 608,874	\$ 2,969,216	17%
Materials and services	765,548	105,846	659,702	14%
Transfers out	805,368	348,703	456,665	43%
TOTAL EXPENDITURES	\$ 5,149,006	\$ 1,063,423	\$ 4,085,583	21%
240 - Road Operating Fund				
Intergovernmental	\$ 2,051,500	\$ 136,604	\$ 1,914,896	7%
Investment revenue	18,700	9,905	8,795	53%
TOTAL REVENUES	\$ 2,070,200	\$ 147,263	\$ 1,922,937	7%
Personnel services	\$ 440,310	\$ 51,550	\$ 388,760	12%
Materials and services	529,672	94,854	434,818	18%
Capital outlay	105,000	-	105,000	0%
Debt service	359,000	33,715	325,285	9%
Transfers out	1,823,563	63,214	1,760,349	3%
TOTAL EXPENDITURES	\$ 3,257,545	\$ 243,334	\$ 3,014,211	7%

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



	Current Year Budget	Year to Date Activity	Remaining Balance	% Used
241 - Road Maintenance Fund				
Charges for services	\$ 2,192,850	\$ 592,048	\$ 1,600,802	27%
Investment revenue	19,760	3,383	16,377	17%
TOTAL REVENUES	\$ 2,212,610	\$ 595,431	\$ 1,617,179	27%
Transfers out	\$ 1,031,093	\$ 12,193	\$ 1,018,900	1%
TOTAL EXPENDITURES	\$ 1,031,093	\$ 12,193	\$ 1,018,900	1%
260 - Transit Fund				
Taxes	\$ 5,600,000	\$ 1,419,198	\$ 4,180,802	25%
Intergovernmental	4,604,416	1,303,016	3,301,400	28%
Charges for services	29,000	6,010	22,990	21%
Fines and forfeitures	5,000	1,366	3,634	27%
Investment revenue	58,000	10,558	47,442	18%
Other revenues	16,800	-	16,800	0%
TOTAL REVENUES	\$ 10,313,216	\$ 2,740,148	\$ 7,573,068	27%
Personnel services	\$ 4,897,540	\$ 712,098	\$ 4,185,442	15%
Materials and services	2,795,317	285,535	2,509,782	10%
Capital outlay	1,276,000	10,760	1,265,240	1%
Transfers out	1,439,057	154,038	1,285,019	11%
TOTAL EXPENDITURES	\$ 10,407,914	\$ 1,162,430	\$ 9,245,484	11%
510 - Water Operating Fund				
Charges for services	\$ 9,992,600	\$ 3,889,202	\$ 6,103,398	39%
Investment revenue	108,000	31,225	76,775	29%
Other revenues	30,000	7,079	22,921	24%
TOTAL REVENUES	\$ 10,130,600	\$ 3,928,886	\$ 6,201,714	39%
Personnel services	\$ 667,000	\$ 89,102	\$ 577,898	13%
Materials and services	4,906,612	794,551	4,112,061	16%
Capital outlay	734,250	61,119	673,131	8%
Debt service	372,000	35,068	336,932	9%
Transfers out	9,929,454	240,481	9,688,973	2%
TOTAL EXPENDITURES	\$ 16,609,316	\$ 1,220,321	\$ 15,388,995	7%
520 - Sewer Operating Fund				
Charges for services	\$ 8,434,450	\$ 2,076,232	\$ 6,358,218	25%
Investment revenue	84,700	22,870	61,830	27%
Other revenues	31,500	6,643	24,857	21%
Transfers in	600,000	-	600,000	0%
TOTAL REVENUES	\$ 9,150,650	\$ 2,105,744	\$ 7,044,906	23%
Personnel services	\$ 440,600	\$ 81,453	\$ 359,147	18%
Materials and services	3,803,134	396,445	3,406,689	10%
Capital outlay	259,000	221,910	37,090	86%
Debt service	2,881,000	23,871	2,857,129	1%
Transfers out	5,988,908	172,631	5,816,277	3%
TOTAL EXPENDITURES	\$ 13,372,642	\$ 896,311	\$ 12,476,331	7%
550 - Street Lighting Fund				
Charges for services	\$ 547,965	\$ 139,641	\$ 408,324	25%
Investment revenue	1,900	1,865	35	98%
TOTAL REVENUES	\$ 549,865	\$ 141,507	\$ 408,358	26%
Materials and services	\$ 401,500	\$ 38,998	\$ 362,502	10%
Transfers out	445,000	1,291	443,709	0%
TOTAL EXPENDITURES	\$ 846,500	\$ 40,289	\$ 806,211	5%
570 - Stormwater Operating Fund				
Charges for services	\$ 3,609,538	\$ 881,997	\$ 2,727,541	24%
Investment revenue	25,900	11,685	14,215	45%
TOTAL REVENUES	\$ 3,635,438	\$ 893,682	\$ 2,741,756	25%
Personnel services	\$ 292,810	\$ 52,870	\$ 239,940	18%
Materials and services	818,292	93,406	724,886	11%
Capital outlay	107,000	113,606	(6,606)	106%
Debt service	839,000	30,393	808,607	4%
Transfers out	1,883,118	155,547	1,727,571	8%
TOTAL EXPENDITURES	\$ 3,940,220	\$ 445,822	\$ 3,494,398	11%

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



	Current Year Budget	Year to Date Activity	Remaining Balance	% Used
336 - Frog Pond Development				
Licenses and permits	\$ 1,615,000	\$ 70,221	\$ 1,544,779	4%
Investment revenue	1,100	3,970	(2,870)	361%
TOTAL REVENUES	\$ 1,616,100	\$ 74,191	\$ 1,541,909	5%
Materials and services	\$ 34,790	\$ -	\$ 34,790	0%
Transfers out	4,985,920	3,183	4,982,737	0%
TOTAL EXPENDITURES	\$ 5,020,710	\$ 3,183	\$ 5,017,527	0%
348 - Washington County TDT				
Investment revenue	\$ 1,800	\$ 1,121	\$ 679	62%
TOTAL REVENUES	\$ 1,800	\$ 716,127	\$ (714,327)	39785%
346 - Roads SDC				
System Development Charges	\$ 3,960,000	\$ 340,877	\$ 3,619,124	9%
Investment revenue	40,300	11,707	28,593	29%
TOTAL REVENUES	\$ 4,000,300	\$ 352,584	\$ 3,647,716	9%
Materials and services	\$ 41,470	\$ -	\$ 41,470	0%
Transfers out	12,528,852	8,745	12,520,107	0%
TOTAL EXPENDITURES	\$ 12,570,322	\$ 8,745	\$ 12,561,577	0%
396 - Parks SDC				
System Development Charges	\$ 373,000	\$ 92,882	\$ 280,118	25%
Investment revenue	12,200	4,051	8,149	33%
TOTAL REVENUES	\$ 385,200	\$ 96,933	\$ 288,267	25%
Materials and services	\$ 16,890	\$ -	\$ 16,890	0%
Transfers out	1,958,920	3,088	1,955,832	0%
TOTAL EXPENDITURES	\$ 1,975,810	\$ 3,088	\$ 1,972,722	0%
516 - Water SDC				
System Development Charges	\$ 1,429,000	\$ 606,095	\$ 822,905	42%
Investment revenue	21,700	18,006	3,694	83%
TOTAL REVENUES	\$ 1,450,700	\$ 624,101	\$ 826,599	43%
Materials and services	\$ 25,940	\$ -	\$ 25,940	0%
Debt service	453,000	87,018	365,982	19%
Transfers out	10,913,630	205,441	10,708,189	2%
TOTAL EXPENDITURES	\$ 11,392,570	\$ 292,459	\$ 11,100,111	3%
526 - Sewer SDC				
System Development Charges	\$ 290,000	\$ 171,553	\$ 118,447	59%
Investment revenue	3,700	2,215	1,485	60%
TOTAL REVENUES	\$ 293,700	\$ 173,768	\$ 119,932	59%
Materials and services	\$ 22,050	\$ -	\$ 22,050	0%
Transfers out	728,975	91,197	637,778	13%
TOTAL EXPENDITURES	\$ 751,025	\$ 91,197	\$ 659,828	12%
576 - Stormwater SDC				
System Development Charges	\$ 990,000	\$ 237,764	\$ 752,236	24%
Investment revenue	14,300	3,936	10,364	28%
TOTAL REVENUES	\$ 1,004,300	\$ 241,700	\$ 762,600	24%
Materials and services	\$ 5,750	\$ -	\$ 5,750	0%
Transfers out	472,602	2,777	469,825	1%
TOTAL EXPENDITURES	\$ 478,352	\$ 2,777	\$ 475,575	1%

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



	Current Year Budget	Year to Date Activity	Remaining Balance	% Used
800 - Year 2000 Program Income				
Investment revenue	\$ 8,200	\$ 1,162	\$ 7,038	14%
Other revenues	-	3,312	(3,312)	-
TOTAL REVENUES	\$ 8,200	\$ 4,474	\$ 3,726	55%
Materials and services	\$ 5,000	\$ 2,620	\$ 2,380	52%
Transfers out	919,094	-	919,094	0%
TOTAL EXPENDITURES	\$ 924,094	\$ 2,620	\$ 921,474	0%
805 - Year 2000 Capital Projects				
Investment revenue	\$ 88,570	\$ 18,527	\$ 70,043	21%
Loan proceeds	4,000,000	-	4,000,000	0%
TOTAL REVENUES	\$ 4,088,570	\$ 18,527	\$ 4,070,043	0%
Materials and services	\$ 347,000	\$ 62,903	\$ 284,097	18%
Capital outlay	16,089,442	1,270,607	14,818,835	8%
TOTAL EXPENDITURES	\$ 16,436,442	\$ 1,333,510	\$ 15,102,932	8%
807 - Year 2000 Debt Service				
Taxes	\$ 3,544,880	\$ 6,738	\$ 3,538,142	0%
Investment revenue	999	6,708	(5,709)	671%
TOTAL REVENUES	\$ 3,545,879	\$ 13,446	\$ 3,532,433	0%
Debt service	\$ 8,294,525	\$ 4,020,998	\$ 4,273,527	48%
TOTAL EXPENDITURES	\$ 8,294,525	\$ 4,020,998	\$ 4,273,527	48%
810 - Westside Program Income				
Investment revenue	\$ 750	\$ 168	\$ 582	22%
TOTAL REVENUES	\$ 750	\$ 168	\$ 582	22%
815 - Westside Capital Projects				
Investment revenue	\$ 44,502	\$ 7,843	\$ 36,659	18%
TOTAL REVENUES	\$ 44,502	\$ 7,843	\$ 36,659	18%
Materials and services	\$ 280,336	\$ 33,143	\$ 247,194	12%
Capital outlay	710,000	-	710,000	0%
TOTAL EXPENDITURES	\$ 990,336	\$ 33,143	\$ 957,194	3%
817 - Westside Debt Service				
Taxes	\$ 5,084,500	\$ 8,341	\$ 5,076,159	0%
Investment revenue	36,000	5,202	30,798	14%
TOTAL REVENUES	\$ 5,120,500	\$ 13,543	\$ 5,106,957	0%
Debt service	\$ 6,039,075	\$ -	\$ 6,039,075	0%
TOTAL EXPENDITURES	\$ 6,039,075	\$ -	\$ 6,039,075	0%
825 - Coffee Creek Capital Projects				
Investment revenue	\$ 1,500	\$ 342	\$ 1,158	23%
TOTAL REVENUES	\$ 1,500	\$ 342	\$ 1,158	23%
Materials and services	\$ 149,290	\$ 36,120	\$ 113,170	24%
TOTAL EXPENDITURES	\$ 149,290	\$ 36,120	\$ 113,170	24%
827 - Coffee Creek Debt Service				
Taxes	\$ 385,200	\$ 966	\$ 384,234	0%
Investment revenue	1,000	92	908	9%
TOTAL REVENUES	\$ 386,200	\$ 1,058	\$ 385,142	0%
Debt service	\$ 279,500	\$ -	\$ 279,500	0%
TOTAL EXPENDITURES	\$ 279,500	\$ -	\$ 279,500	0%