



MARCH
MONTHLY
REPORT

From the Director:

Happy April! Hope everyone is enjoying this sunshine!

Our Accounting staff is still quite busy with the budget. A large part of our time is being spent on learning how the MUNIS budget module works! It is very different from our old system and we are facing quite a learning curve. But, each day we make a little more headway so things are starting to look up!

The MUNIS HR/Payroll implementation continues to march on with their implementation. They have also run into a number of issues and are working closely with the implementation team to keep things on track.

We are starting to see a bit more traffic into City Hall for Utility and Municipal Court customers but not nearly as much as pre-COVID. Most of our customers are now taking advantage of our online payment and drop box options!

The Finance Department is back to full staff! As of April 5, Mari Mendez-Sanchez has joined our staff as an Accounting Technician with our Court team. Mari is looking forward to graduating with her Bachelor's in Business Administration at the end of this school year. We are excited to have her as part of the team.

Stay safe.

-Cathy Rodocker

By the Numbers:

Finance Statistics for the period of July 1, 2020-March 31, 2021

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

<u>Utility Billing:</u>	<u>Accounts Payable:</u>	<u>Municipal Court:</u>	
Total Monthly Bills	54,041	March AP Pymts	\$4.5M
New Customers	765	Payments Processed	404
New Service Locations	85	Total Citations Issued	976
		Total Suspensions Issued	272
		Ticket Revenue	\$130,828

FY21 Financial Update:

General Fund:

The General Fund revenues continue to be received as expected. During the third quarter, many of the anticipated franchise and privilege taxes were received. We have also made a little progress in getting more of the monthly payments made to Clackamas County for the Police contract. Typically, the County catches up on their billing right at the end of the fiscal year!

Building Inspection Fund:

To date, the Building Inspection fund is seeing their expenses exceed their revenues by \$303K. The resulting use of the fund balance was expected. Working on the 5 year projections, the fund will begin to see a positive turnaround within a few years as the rate increases approved by Council are fully implemented.

Community Development (CD) Fund:

The CD fund's revenues continue to exceed the expenses by over \$606K. This increase in fund balance will be imperative to provide future funding for the CD Fund. Looking into the future, this fund will continue to struggle until revenues are increased and/or expenses are decreased.

Road Operating Fund:

Revenues appear to be back on track with the Road Operating Fund but Finance continues to watch this fund carefully. The accounting team is preparing to move the Vehicle License/Registration Fees to the Roads CIP during the budget process. The fees collected can only be used to support capital projects and not the typical operating expenses the Road Operating Fund is responsible for.

Utility Funds:

As of March, the utility operating funds are meeting expectations.

City of Wilsonville - Fund Summaries
Reporting Month: MAR FY 2021

	Current Year Budget	Year to Date Activity	Remaining Balance	Remaining %
110 - General Fund				
Taxes	\$ 11,954,800	\$ 10,309,519	\$ 1,645,281	14%
Intergovernmental	2,415,495	2,257,388	158,107	7%
Licenses and permits	182,750	166,453	16,297	9%
Charges for services	672,610	315,169	357,441	53%
Fines and forfeitures	320,000	123,513	196,487	61%
Investment revenue	163,900	113,328	50,572	31%
Other revenues	745,250	568,427	176,823	24%
Transfers in	4,155,341	3,194,380	960,962	23%
TOTAL REVENUES	\$ 20,610,146	\$ 17,048,177	\$ 3,561,969	17%
Personnel services	\$ 9,334,432	\$ 5,782,381	\$ 3,552,051	38%
Materials and services	10,544,247	4,386,872	6,157,375	58%
Capital outlay	20,000	25,473	(5,473)	-27%
Transfers out	6,823,062	4,004,498	2,818,564	41%
TOTAL EXPENDITURES	\$ 26,721,741	\$ 14,199,225	\$ 12,522,516	47%
610 - Fleet Fund				
Charges for services	\$ 1,411,703	\$ 1,059,094	\$ 352,609	25%
Investment revenue	9,600	9,750	(150)	-2%
Other revenues	18,000	7,396	10,604	59%
TOTAL REVENUES	\$ 1,439,303	\$ 1,076,240	\$ 363,063	25%
Personnel services	\$ 788,700	\$ 460,429	\$ 328,271	42%
Materials and services	676,906	377,918	298,988	44%
Capital outlay	65,000	-	65,000	100%
Transfers out	2,400	1,800	600	25%
TOTAL EXPENDITURES	\$ 1,533,006	\$ 840,146	\$ 692,860	45%
230 - Building Inspection Fund				
Licenses and permits	\$ 950,565	\$ 665,248	\$ 285,317	30%
Charges for services	9,600	7,200	2,400	25%
Investment revenue	22,800	30,884	(8,084)	-35%
Transfers in	40,883	30,663	10,220	25%
TOTAL REVENUES	\$ 1,023,848	\$ 733,994	\$ 289,854	28%
Personnel services	\$ 1,081,750	\$ 666,972	\$ 414,778	38%
Materials and services	165,347	109,878	55,469	34%
Transfers out	405,321	260,194	145,128	36%
TOTAL EXPENDITURES	\$ 1,652,418	\$ 1,037,043	\$ 615,375	37%
231 - Community Development Fund				
Intergovernmental	\$ 63,000	\$ -	\$ 63,000	100%
Licenses and permits	709,723	433,502	276,221	39%
Charges for services	619,450	410,299	209,151	34%
Investment revenue	12,500	28,738	(16,238)	-130%
Other revenues	250	328	(78)	-31%
Transfers in	3,129,034	2,271,496	857,538	27%
TOTAL REVENUES	\$ 4,533,957	\$ 3,144,362	\$ 1,389,595	31%
Personnel services	\$ 3,215,620	\$ 1,884,800	\$ 1,330,820	41%
Materials and services	712,625	214,731	497,894	70%
Transfers out	584,243	438,183	146,060	25%
TOTAL EXPENDITURES	\$ 4,512,488	\$ 2,537,714	\$ 1,974,774	44%
240 - Road Operating Fund				
Intergovernmental	\$ 2,382,151	\$ 1,320,207	\$ 1,061,944	45%
Investment revenue	2,000	14,032	(12,032)	-602%
Other revenues	2,000	2,418	(418)	-21%
TOTAL REVENUES	\$ 2,386,151	\$ 1,336,657	\$ 1,049,494	44%
Personnel services	\$ 382,270	\$ 233,374	\$ 148,896	39%
Materials and services	514,578	234,965	279,613	54%
Capital outlay	13,000	10,246	2,754	21%
Debt service	82,000	81,446	554	1%
Transfers out	1,675,765	260,482	1,415,283	84%
TOTAL EXPENDITURES	\$ 2,667,613	\$ 820,513	\$ 1,847,100	69%

City of Wilsonville - Fund Summaries
Reporting Month: MAR FY 2021

	Current Year Budget	Year to Date Activity	Remaining Balance	Remaining %
241 - Road Maintenance Fund				
Charges for services	\$ 2,065,000	\$ 1,594,767	\$ 470,233	23%
Investment revenue	3,100	29,701	(26,601)	-858%
TOTAL REVENUES	\$ 2,068,100	\$ 1,624,469	\$ 443,631	21%
Transfers out	\$ 4,092,922	\$ 1,099,092	\$ 2,993,830	73%
TOTAL EXPENDITURES	\$ 4,092,922	\$ 1,099,092	\$ 2,993,830	73%
260 - Transit Fund				
Taxes	\$ 5,050,000	\$ 4,182,469	\$ 867,531	17%
Intergovernmental	5,296,588	1,379,609	3,916,979	74%
Charges for services	170,000	-	170,000	100%
Fines and forfeitures	5,000	147,367	(142,367)	-2847%
Investment revenue	31,100	36,668	(5,568)	-18%
Other revenues	16,000	-	16,000	100%
TOTAL REVENUES	\$ 10,568,688	\$ 5,746,113	\$ 4,822,575	46%
Personnel services	\$ 4,106,110	\$ 2,444,135	\$ 1,661,975	40%
Materials and services	2,268,268	1,170,037	1,098,231	48%
Capital outlay	2,629,941	444,591	2,185,350	83%
Transfers out	808,863	445,779	363,084	45%
TOTAL EXPENDITURES	\$ 9,813,182	\$ 4,504,543	\$ 5,308,639	54%
510 - Water Operating Fund				
Charges for services	\$ 9,006,000	\$ 7,222,533	\$ 1,783,467	20%
Fines and forfeitures	19,000	(5)	19,005	100%
Investment revenue	195,000	181,214	13,786	7%
Other revenues	12,000	26,439	(14,439)	-120%
Transfers in	183,270	183,253	17	0%
TOTAL REVENUES	\$ 9,415,270	\$ 7,613,435	\$ 1,801,835	19%
Personnel services	\$ 615,190	\$ 337,098	\$ 278,092	45%
Materials and services	4,405,491	2,859,880	1,545,611	35%
Capital outlay	426,000	141,918	284,082	67%
Transfers out	4,053,411	856,295	3,197,116	79%
TOTAL EXPENDITURES	\$ 9,500,092	\$ 4,195,192	\$ 5,304,900	56%
520 - Sewer Operating Fund				
Charges for services	\$ 8,147,000	\$ 5,916,870	\$ 2,230,130	27%
Investment revenue	196,200	192,219	3,981	2%
Other revenues	18,000	25,918	(7,918)	-44%
Transfers in	600,000	600,000	-	0%
TOTAL REVENUES	\$ 8,961,200	\$ 6,735,006	\$ 2,226,194	25%
Personnel services	\$ 365,500	\$ 220,178	\$ 145,322	40%
Materials and services	3,761,624	1,948,780	1,812,844	48%
Capital outlay	88,177	-	88,177	100%
Debt service	2,960,000	24,630,256	(21,670,256)	-732%
Transfers out	4,736,147	1,518,693	3,217,454	68%
TOTAL EXPENDITURES	\$ 11,911,448	\$ 28,317,907	\$ (16,406,459)	-138%
550 - Street Lighting Fund				
Charges for services	\$ 524,150	\$ 403,146	\$ 121,004	23%
Investment revenue	12,500	10,119	2,381	19%
TOTAL REVENUES	\$ 536,650	\$ 413,264	\$ 123,386	23%
Materials and services	\$ 381,320	\$ 222,963	\$ 158,357	42%
Transfers out	1,305,247	91,147	1,214,100	93%
TOTAL EXPENDITURES	\$ 1,686,567	\$ 314,110	\$ 1,372,457	81%
570 - Stormwater Operating Fund				
Charges for services	\$ 3,370,000	\$ 2,503,944	\$ 866,056	26%
Investment revenue	15,300	25,566	(10,266)	-67%
Transfers in	2,500,000	2,500,000	-	0%
TOTAL REVENUES	\$ 5,885,300	\$ 5,029,510	\$ 855,790	15%
Personnel services	\$ 270,080	\$ 159,445	\$ 110,635	41%
Materials and services	763,557	375,297	388,260	51%
Capital outlay	50,791	9,950	40,841	80%
Debt service	679,200	616,907	62,293	9%
Transfers out	3,550,672	1,501,289	2,049,383	58%
TOTAL EXPENDITURES	\$ 5,314,300	\$ 2,662,888	\$ 2,651,412	50%

City of Wilsonville - SDC Fund Summaries
Reporting Month: MAR FY 2021

	Current Year Budget	Year to Date Activity	Remaining Balance	Remaining %
336 - Frog Pond Development				
Licenses and permits-West Hills	\$ 594,839	\$ 838,130	\$ (243,291)	-41%
Licenses and permits-Pahlisch	714,270	-	714,270	100%
Investment revenue	9,000	6,393	2,607	29%
TOTAL REVENUES	\$ 1,318,109	\$ 844,523	\$ 473,586	36%
Materials and services	\$ 9,240	\$ 3,275	\$ 5,965	65%
TOTAL EXPENDITURES	\$ 9,240	\$ 3,275	\$ 5,965	65%
346 - Roads SDC				
System Development Charges	\$ 2,493,198	\$ 1,102,271	\$ 1,390,927	56%
Investment revenue	85,500	53,365	32,135	38%
TOTAL REVENUES	\$ 2,578,698	\$ 1,155,635	\$ 1,423,063	55%
Materials and services	\$ 40,260	\$ 20,368	\$ 19,892	49%
Transfers out	8,130,655	336,445	7,794,210	96%
TOTAL EXPENDITURES	\$ 8,170,915	\$ 356,813	\$ 7,814,102	96%
396 - Parks SDC				
System Development Charges	\$ 683,311	\$ 364,915	\$ 318,396	47%
Investment revenue	46,000	33,869	12,131	26%
TOTAL REVENUES	\$ 729,311	\$ 398,784	\$ 330,527	45%
Materials and services	\$ 16,400	\$ 9,340	\$ 7,060	43%
Transfers out	4,415,206	2,500,234	1,914,972	43%
TOTAL EXPENDITURES	\$ 4,431,606	\$ 2,509,574	\$ 1,922,032	43%
516 - Water SDC				
System Development Charges	\$ 1,040,811	\$ 1,277,403	\$ (236,592)	-23%
Investment revenue	64,500	45,057	19,443	30%
TOTAL REVENUES	\$ 1,105,311	\$ 1,322,460	\$ (217,149)	-20%
Materials and services	\$ 25,180	\$ 12,345	\$ 12,835	51%
Transfers out	3,747,702	494,838	3,252,864	87%
TOTAL EXPENDITURES	\$ 3,772,882	\$ 507,183	\$ 3,265,699	87%
526 - Sewer SDC				
System Development Charges	\$ 884,015	\$ 267,223	\$ 616,792	70%
Investment revenue	56,200	59,222	(3,022)	-5%
TOTAL REVENUES	\$ 940,215	\$ 326,445	\$ 613,770	65%
Materials and services	\$ 21,410	\$ 8,379	\$ 13,031	61%
Transfers out	7,380,605	1,770,041	5,610,564	76%
TOTAL EXPENDITURES	\$ 7,402,015	\$ 1,778,420	\$ 5,623,595	76%
576 - Stormwater SDC				
System Development Charges	\$ 591,623	\$ 132,990	\$ 458,633	78%
Investment revenue	27,800	19,569	8,231	30%
TOTAL REVENUES	\$ 619,423	\$ 152,558	\$ 466,865	75%
Materials and services	\$ 5,580	\$ 2,821	\$ 2,759	49%
Transfers out	361,697	21,348	340,349	94%
TOTAL EXPENDITURES	\$ 367,277	\$ 24,169	\$ 343,108	93%

City of Wilsonville - URA Fund Summaries
Reporting Month: MAR FY 2021

	Current Year Budget	Year to Date Activity	Remaining Balance	Remaining %
800 - Year 2000 Program Income				
Investment revenue	\$ 8,600	\$ 5,341	\$ 3,259	38%
Other revenues	150,000	114,746	35,254	24%
TOTAL REVENUES	\$ 158,600	\$ 120,087	\$ 38,513	24%
Materials and services	\$ 50,000	\$ 15,514	\$ 34,486	69%
TOTAL EXPENDITURES	\$ 50,000	\$ 15,514	\$ 34,486	69%
805 - Year 2000 Capital Projects				
Investment revenue	\$ 89,600	\$ 78,479	\$ 11,121	12%
TOTAL REVENUES	\$ 89,600	\$ 78,479	\$ 11,121	12%
Materials and services	\$ 631,260	\$ 400,224	\$ 231,036	37%
Capital outlay	9,435,473	73,111	9,362,362	99%
TOTAL EXPENDITURES	\$ 10,066,733	\$ 473,335	\$ 9,593,398	95%
807 - Year 2000 Debt Service				
Taxes	\$ 4,074,200	\$ 3,793,676	\$ 280,524	7%
Investment revenue	132,200	56,101	76,099	58%
TOTAL REVENUES	\$ 4,206,400	\$ 3,849,776	\$ 356,624	8%
Debt service	\$ 597,500	\$ 101,681	\$ 495,819	83%
TOTAL EXPENDITURES	\$ 597,500	\$ 101,681	\$ 495,819	83%
810 - Westside Program Income				
Investment revenue	\$ 1,800	\$ 1,180	\$ 620	34%
TOTAL REVENUES	\$ 1,800	\$ 1,180	\$ 620	34%
815 - Westside Capital Projects				
Investment revenue	\$ 17,700	\$ 4,589	\$ 13,111	74%
TOTAL REVENUES	\$ 17,700	\$ 4,589	\$ 13,111	74%
Materials and services	\$ 1,000,970	\$ 781,602	\$ 219,368	22%
TOTAL EXPENDITURES	\$ 1,000,970	\$ 781,602	\$ 219,368	22%
817 - Westside Debt Service				
Taxes	\$ 5,084,500	\$ 4,727,861	\$ 356,639	7%
Investment revenue	115,000	101,943	13,057	11%
TOTAL REVENUES	\$ 5,199,500	\$ 4,829,804	\$ 369,696	7%
Debt service	\$ 2,725,000	\$ 1,273,277	\$ 1,451,723	53%
TOTAL EXPENDITURES	\$ 2,725,000	\$ 1,273,277	\$ 1,451,723	53%
825 - Coffee Creek Capital Projects				
Investment revenue	\$ 17,900	\$ 6,745	\$ 11,155	62%
Transfers in	500,000	500,000	-	0%
TOTAL REVENUES	\$ 517,900	\$ 506,745	\$ 11,155	2%
Materials and services	\$ 102,000	\$ 27,810	\$ 74,190	73%
Capital outlay	2,658,737	187,503	2,471,234	93%
TOTAL EXPENDITURES	\$ 2,760,737	\$ 215,313	\$ 2,545,424	92%
827 - Coffee Creek Debt Service				
Taxes	\$ 318,700	\$ 295,429	\$ 23,271	7%
Investment revenue	7,400	1,820	5,580	75%
TOTAL REVENUES	\$ 326,100	\$ 297,249	\$ 28,851	9%
Debt service	\$ 778,000	\$ 639,382	\$ 138,618	18%
TOTAL EXPENDITURES	\$ 778,000	\$ 639,382	\$ 138,618	18%