



NOVEMBER MONTHLY REPORT

FINANCE—The department where everyone counts

- **In the Spirit of Thanksgiving:** Each member of the department wrote a personal message on a “leaf” and posted it on each others workspace as a way to show appreciation, support, and gratitude.
- **Finance Operations Supervisor:** Cricket Jones has accepted our offer to become our department Finance Operations Supervisor! Cricket has the competence, character, interpersonal, and organization awareness that have long made her a department ALL STAR. We’re very happy she’s taking the initiative to take on this new role.

Her growth oriented mindset, problem solving nature, and decision-making skills will be put to good use in supervising a very highly performing and competent (Utility Billing) team. Additionally her background and experience, leveraged in this new supervisory role will serve this organization well! Thanks Cricket and welcome aboard to this new opportunity!

- **Special Recognitions:** The City of Wilsonville is the proud recipient of the “Certificate of Achievement for Excellence in Financial Reporting” and “Distinguished Budget Presentation Award” from the National Government Finance Officers Association (GFOA) of the United States and Canada for the nineteenth consecutive year.
- **Auditors:** We will have to start the Request for Proposal (RFP) process for new City Independent auditors, as Merina & Co., LLP are pivoting their business model and getting out of the financial audit business side of things. On the plus side they are moving toward more of a financial/ governmental consulting model, if/when the City may need these services.
- **Municipal Court:**
171 Total Violations in November 2021. (Up from 74 in November 2020)
Judge Weinhouse Contract is up for renewal and will be reviewed by City Council on December 20, 2021. (Two year contract. No changes).
- **Annual Budget Kick-up:** As calendar year-end draws near, the Finance department is excited to begin this year’s budget kick-off entirely in MUNIS. Since Payroll Go Live, this process with now include also the addition of Position Budgeting!
- **ATTACHED Monthly (November) FINANCIALS:** FINANCE continues to monitor all departments for on-going budget compliance.

Transit includes collection of three quarters worth of past due payroll reporting (due to change in ownership). Thank you, Barbara Jacobson, City Attorney for your help in collecting this!

City of Wilsonville - Fund Summaries
Reporting Month: Nov FY 2022

	Current Year Budget	Year to Date Activity	Remaining Balance	% Used
110 - General Fund				
Taxes	\$ 12,450,940	\$ 5,699,166	\$ 6,751,774	46%
Intergovernmental	2,685,330	2,937,203	(251,873)	109%
Licenses and permits	169,850	147,363	22,487	87%
Charges for services	699,990	73,850	626,140	11%
Fines and forfeitures	315,000	46,099	268,901	15%
Investment revenue	91,000	66,270	24,730	73%
Other revenues	16,349,824	16,411,395	(61,571)	100%
Transfers in	4,453,155	1,430,999	3,022,156	32%
TOTAL REVENUES	\$ 37,215,089	\$ 26,812,346	\$ 10,402,743	72%
Personnel services	\$ 10,076,512	\$ 3,440,967	\$ 6,635,545	34%
Materials and services	26,524,377	19,225,398	7,298,979	72%
Capital outlay	20,000	1,472	18,528	7%
Transfers out	3,130,945	366,487	2,764,458	12%
TOTAL EXPENDITURES	\$ 39,751,834	\$ 23,034,323	\$ 16,717,511	58%
610 - Fleet Fund				
Charges for services	\$ 1,489,124	\$ 620,463	\$ 868,662	42%
Investment revenue	7,500	4,306	3,194	57%
TOTAL REVENUES	\$ 1,496,624	\$ 628,091	\$ 868,533	42%
Personnel services	\$ 826,900	\$ 305,244	\$ 521,656	37%
Materials and services	671,135	242,169	428,966	36%
Transfers out	2,400	1,000	1,400	42%
TOTAL EXPENDITURES	\$ 1,543,435	\$ 591,321	\$ 952,114	38%
230 - Building Inspection Fund				
Licenses and permits	\$ 1,060,463	\$ 1,455,829	\$ (395,366)	137%
Charges for services	11,700	-	11,700	0%
Investment revenue	12,000	10,807	1,193	90%
Transfers in	41,545	17,310	24,235	42%
TOTAL REVENUES	\$ 1,125,708	\$ 1,483,946	\$ (358,238)	132%
Personnel services	\$ 1,132,650	\$ 339,988	\$ 792,662	30%
Materials and services	176,948	127,287	49,661	72%
Transfers out	461,284	144,288	316,996	31%
TOTAL EXPENDITURES	\$ 1,770,882	\$ 611,562	\$ 1,159,320	35%
231 - Community Development Fund				
Intergovernmental	\$ 161,200	\$ -	\$ 161,200	0%
Licenses and permits	593,446	642,989	(49,543)	108%
Charges for services	745,080	177,125	567,955	24%
Investment revenue	8,500	12,043	(3,543)	142%
Other revenues	250	-	250	0%
Transfers in	2,383,525	760,290	1,623,235	32%
TOTAL REVENUES	\$ 3,892,001	\$ 1,592,447	\$ 2,299,554	41%
Personnel services	\$ 3,379,050	\$ 993,419	\$ 2,385,631	29%
Materials and services	783,614	280,475	503,139	36%
Transfers out	635,215	245,450	389,765	39%
TOTAL EXPENDITURES	\$ 4,797,879	\$ 1,519,344	\$ 3,278,535	32%
240 - Road Operating Fund				
Intergovernmental	\$ 1,995,223	\$ 528,959	\$ 1,466,264	27%
Investment revenue	12,500	9,955	2,545	80%
Other revenues	-	3,725	(3,725)	-
TOTAL REVENUES	\$ 2,007,723	\$ 542,638	\$ 1,465,085	27%
Personnel services	\$ 434,340	\$ 111,125	\$ 323,215	26%
Materials and services	495,930	183,065	312,865	37%
Capital outlay	13,000	-	13,000	0%
Transfers out	857,455	164,177	693,278	19%
TOTAL EXPENDITURES	\$ 1,800,725	\$ 458,367	\$ 1,342,358	25%

City of Wilsonville - Fund Summaries
Reporting Month: Nov FY 2022

	Current Year Budget	Year to Date Activity	Remaining Balance	% Used
241 - Road Maintenance Fund				
Charges for services	\$ 2,150,000	\$ 924,367	\$ 1,225,633	43%
Investment revenue	20,000	12,357	7,643	62%
TOTAL REVENUES	\$ 2,170,000	\$ 936,724	\$ 1,233,276	43%
Transfers out	\$ 2,503,924	\$ 2,276,820	\$ 227,104	91%
TOTAL EXPENDITURES	\$ 2,503,924	\$ 2,276,820	\$ 227,104	91%
260 - Transit Fund				
Taxes	\$ 5,000,000	\$ 2,830,968	\$ 2,169,032	57%
Intergovernmental	3,964,104	1,023,999	2,940,105	26%
Charges for services	-	12,618	(12,618)	-
Fines and forfeitures	5,000	95,948	(90,948)	1919%
Investment revenue	75,000	22,766	52,234	30%
Other revenues	16,000	-	16,000	0%
TOTAL REVENUES	\$ 9,060,104	\$ 3,986,299	\$ 5,073,805	44%
Personnel services	\$ 4,386,050	\$ 1,485,771	\$ 2,900,279	34%
Materials and services	2,153,188	883,553	1,269,635	41%
Capital outlay	2,012,500	467,280	1,545,220	23%
Transfers out	669,447	243,845	425,602	36%
TOTAL EXPENDITURES	\$ 9,221,185	\$ 3,080,449	\$ 6,140,736	33%
510 - Water Operating Fund				
Charges for services	\$ 9,411,000	\$ 5,933,313	\$ 3,477,687	63%
Investment revenue	150,000	79,428	70,572	53%
Other revenues	12,000	15,125	(3,125)	126%
TOTAL REVENUES	\$ 9,573,000	\$ 6,027,866	\$ 3,545,134	63%
Personnel services	\$ 647,150	\$ 185,143	\$ 462,007	29%
Materials and services	4,538,189	1,429,808	3,108,381	32%
Capital outlay	247,400	-	247,400	0%
Transfers out	10,814,367	721,294	10,093,073	7%
TOTAL EXPENDITURES	\$ 16,247,106	\$ 2,336,245	\$ 13,910,861	14%
520 - Sewer Operating Fund				
Charges for services	\$ 8,275,000	\$ 3,416,886	\$ 4,858,114	41%
Investment revenue	160,000	61,910	98,090	39%
Other revenues	30,000	8,006	21,994	27%
Transfers in	600,000	600,000	-	100%
TOTAL REVENUES	\$ 9,065,000	\$ 4,086,801	\$ 4,978,199	45%
Personnel services	\$ 394,580	\$ 71,800	\$ 322,780	18%
Materials and services	3,740,830	1,224,572	2,516,258	33%
Capital outlay	291,100	-	291,100	0%
Debt service	2,623,500	173,603	2,449,897	7%
Transfers out	2,923,155	593,187	2,329,968	20%
TOTAL EXPENDITURES	\$ 9,973,165	\$ 2,063,162	\$ 7,910,003	21%
550 - Street Lighting Fund				
Charges for services	\$ 536,650	\$ 229,779	\$ 306,871	43%
Investment revenue	8,500	5,212	3,288	61%
TOTAL REVENUES	\$ 545,150	\$ 234,991	\$ 310,159	43%
Materials and services	\$ 384,030	\$ 93,336	\$ 290,694	24%
Transfers out	1,045,000	18,816	1,026,184	2%
TOTAL EXPENDITURES	\$ 1,429,030	\$ 112,151	\$ 1,316,879	8%
570 - Stormwater Operating Fund				
Charges for services	\$ 3,440,000	\$ 1,461,493	\$ 1,978,507	42%
Investment revenue	15,000	17,889	(2,889)	119%
TOTAL REVENUES	\$ 3,455,000	\$ 1,479,382	\$ 1,975,618	43%
Personnel services	\$ 283,420	\$ 92,114	\$ 191,306	33%
Materials and services	788,536	180,736	607,800	23%
Capital outlay	107,000	-	107,000	0%
Debt service	518,000	-	518,000	0%
Transfers out	2,049,216	645,909	1,403,307	32%
TOTAL EXPENDITURES	\$ 3,746,172	\$ 918,759	\$ 2,827,413	25%

City of Wilsonville - SDC Fund Summaries
Reporting Month: Nov FY 2022

	Current Year Budget	Year to Date Activity	Remaining Balance	% Used
336 - Frog Pond Development				
Licenses and permits-West Hills	\$ 1,820,350	\$ 207,420	\$ 1,612,930	11%
Licenses and permits-Pahlisch	1,237,838	471,393	766,445	38%
Investment revenue	3,000	8,736	(5,736)	291%
TOTAL REVENUES	\$ 3,061,188	\$ 687,549	\$ 2,373,639	22%
Materials and services	\$ 8,320	\$ 14,089	\$ (5,769)	169%
Transfers out	-	-	-	-
TOTAL EXPENDITURES	\$ 8,320	\$ 14,089	\$ (5,769)	169%
346 - Roads SDC				
System Development Charges	\$ 1,202,131	\$ 740,240	\$ 461,891	62%
Investment revenue	43,500	34,438	9,062	79%
TOTAL REVENUES	\$ 1,245,631	\$ 774,678	\$ 470,953	62%
Materials and services	\$ 41,470	\$ 9,751	\$ 31,719	24%
Transfers out	7,766,745	457,288	7,309,457	6%
TOTAL EXPENDITURES	\$ 7,808,215	\$ 467,039	\$ 7,341,176	6%
396 - Parks SDC				
System Development Charges	\$ 554,418	\$ 209,205	\$ 345,213	38%
Investment revenue	35,000	13,152	21,848	38%
TOTAL REVENUES	\$ 589,418	\$ 222,357	\$ 367,061	38%
Materials and services	\$ 16,890	\$ 2,429	\$ 14,461	14%
Transfers out	1,322,155	169,219	1,152,936	13%
TOTAL EXPENDITURES	\$ 1,339,045	\$ 171,648	\$ 1,167,397	13%
516 - Water SDC				
System Development Charges	\$ 873,600	\$ 425,929	\$ 447,671	49%
Investment revenue	37,500	28,058	9,442	75%
Other revenues	7,000,000	-	7,000,000	0%
TOTAL REVENUES	\$ 7,911,100	\$ 453,987	\$ 7,457,113	6%
Materials and services	\$ 25,940	\$ 7,008	\$ 18,932	27%
Debt Service	485,000	-	485,000	0%
Transfers out	9,625,868	193,354	9,432,514	2%
TOTAL EXPENDITURES	\$ 10,136,808	\$ 200,362	\$ 9,936,446	2%
526 - Sewer SDC				
System Development Charges	\$ 506,270	\$ 366,838	\$ 139,432	72%
Investment revenue	50,000	10,549	39,451	21%
TOTAL REVENUES	\$ 556,270	\$ 377,387	\$ 178,883	68%
Materials and services	\$ 22,050	\$ 3,989	\$ 18,061	18%
Transfers out	1,792,521	1,161,183	631,338	65%
TOTAL EXPENDITURES	\$ 1,814,571	\$ 1,165,173	\$ 649,398	64%
576 - Stormwater SDC				
System Development Charges	\$ 213,310	\$ 209,704	\$ 3,606	98%
Investment revenue	15,000	11,190	3,810	75%
TOTAL REVENUES	\$ 228,310	\$ 220,893	\$ 7,417	97%
Materials and services	\$ 5,750	\$ 1,349	\$ 4,401	23%
Transfers out	253,382	50,763	202,619	20%
TOTAL EXPENDITURES	\$ 259,132	\$ 52,113	\$ 207,019	20%

City of Wilsonville - URA Fund Summaries
Reporting Month: Nov FY 2022

	Current Year Budget	Year to Date Activity	Remaining Balance	% Used
800 - Year 2000 Program Income				
Investment revenue	\$ 6,500	\$ 3,546	\$ 2,954	55%
Other revenues	150,000	21,366	128,634	14%
TOTAL REVENUES	\$ 156,500	\$ 24,912	\$ 131,588	16%
Materials and services	\$ 61,000	\$ 35,624	\$ 25,376	58%
TOTAL EXPENDITURES	\$ 61,000	\$ 35,624	\$ 25,376	58%
805 - Year 2000 Capital Projects				
Investment revenue	\$ 75,000	\$ 61,092	\$ 13,908	81%
Other revenues	9,811,524	9,811,524	-	100%
TOTAL REVENUES	\$ 9,886,524	\$ 9,872,616	\$ 13,908	100%
Materials and services	\$ 673,160	\$ 93,406	\$ 579,754	14%
Capital outlay	9,653,000	1,054,246	8,598,754	11%
TOTAL EXPENDITURES	\$ 10,326,160	\$ 1,147,652	\$ 9,178,508	11%
807 - Year 2000 Debt Service				
Taxes	\$ 4,074,200	\$ 2,343,006	\$ 1,731,194	58%
Investment revenue	40,000	12,751	27,249	32%
TOTAL REVENUES	\$ 4,114,200	\$ 2,355,757	\$ 1,758,443	57%
Debt service	\$ 10,412,524	\$ 9,811,685	\$ 600,839	94%
TOTAL EXPENDITURES	\$ 10,412,524	\$ 9,811,685	\$ 600,839	94%
810 - Westside Program Income				
Investment revenue	\$ 1,000	\$ 273	\$ 727	27%
TOTAL REVENUES	\$ 1,000	\$ 273	\$ 727	27%
815 - Westside Capital Projects				
Investment revenue	\$ 6,500	\$ 20,210	\$ (13,710)	311%
Other revenues	6,400,000	6,400,000	-	100%
TOTAL REVENUES	\$ 6,406,500	\$ 6,420,210	\$ (13,710)	100%
Materials and services	\$ 368,780	\$ 2,250	\$ 366,530	1%
Capital outlay	470,000	-	470,000	0%
TOTAL EXPENDITURES	\$ 838,780	\$ 2,250	\$ 836,530	0%
817 - Westside Debt Service				
Taxes	\$ 5,084,500	\$ 2,919,993	\$ 2,164,507	57%
Investment revenue	77,500	41,919	35,581	54%
TOTAL REVENUES	\$ 5,162,000	\$ 2,961,913	\$ 2,200,088	57%
Debt service	\$ 18,809,044	\$ 11,830,026	\$ 6,979,018	63%
TOTAL EXPENDITURES	\$ 18,809,044	\$ 11,830,026	\$ 6,979,018	63%
825 - Coffee Creek Capital Projects				
Investment revenue	\$ 13,500	\$ 1,564	\$ 11,936	12%
TOTAL REVENUES	\$ 13,500	\$ 1,564	\$ 11,936	12%
Materials and services	\$ 148,880	\$ 9,494	\$ 139,386	6%
TOTAL EXPENDITURES	\$ 148,880	\$ 14,294	\$ 134,586	10%
827 - Coffee Creek Debt Service				
Taxes	\$ 350,700	\$ 87,284	\$ 263,416	25%
Investment revenue	1,000	143	857	14%
TOTAL REVENUES	\$ 351,700	\$ 87,427	\$ 264,273	25%
Debt service	\$ 280,000	\$ -	\$ 280,000	0%
TOTAL EXPENDITURES	\$ 280,000	\$ -	\$ 280,000	0%