



OCTOBER MONTHLY REPORT

FINANCE—The department where everyone counts

- **Staffing:** The department has two open positions, the Finance Operations Manager position and an Accounting Technician, and anticipates filling both by year end.
- **Investment Management:** Effective October 2021, the Oregon Short Term Fund (OSTF) managed by the state treasury office, reduced its interest earnings rate from 0.55% to **0.45%**. That's getting down there, however it is still the City's best investment vehicle and we maximize its use. ORS 294.810 sets a cap limit. The current year limitation is at \$52 million maximum investment. For interest earning comparison an 18-month treasuries are averaging around 0.11%, municipal bonds around 0.18%, and AAA rated corporate bonds 0.20%.
- **Debt Management:** The City manages its debt issuance practices in conformance with a City Council-approved Financial Management Policies approved each year as part of the annual budget process. The flip side to investment low interest rates of course is the fact that borrowing costs are very low. The department is working on options for a \$7 million financing arrangement related to the expansion of the water treatment plant. A subsequent debt authorization proposal and resolution will be brought to Council on December 6, 2021. The Finance Department is also working towards gathering information from lending institutions on potential financing options related to the possible construction of a public works complex.
- **Urban Renewal:** The West Side Urban renewal district has approximately \$19.6 million in outstanding bonded debt from five (5) separate bonds. The department is working on paying off two of the bonds early, approximately \$6.8 million, bringing the debt load down to \$12.8 million by December. This district has reached its maximum indebtedness and has only one remaining outstanding Capital Improvement Project (CIP) project to be completed, Brown Road.
- **Utility Billing:** As the migration of Utility Billing from the legacy system to the new Enterprise Resource Planning (ERP) system (MUNIS) progresses, the department is focused on providing resources the City Council and community value most. This includes an enhanced online billing and payment solution. Online functionality is important as greater movement to online processing increases efficiency and is a growing customer expectation. In preparation for "Go Live", tentatively set for May 2022, the department has been reaching out to other municipalities and examining various processing solutions to ensure: secure payments, seamless integration with MUNIS, greater customer engagement, and delivery of the latest technology.
- **ATTACHED Monthly (October) FINANCIALS:** Finance continues to monitor all departments for on-going budget compliance. Q1 Quarterly financials were emailed to Council and Budget Committee members on October 31, 2021.

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

	Current Year Budget	Year to Date Activity	Remaining Balance	% Used
110 - General Fund				
Taxes	\$ 12,450,940	\$ 575,923	\$ 11,875,017	5%
Intergovernmental	2,685,330	2,828,343	(143,013)	105%
Licenses and permits	169,850	146,150	23,700	86%
Charges for services	699,990	71,720	628,270	10%
Fines and forfeitures	315,000	37,314	277,686	12%
Investment revenue	91,000	33,010	57,990	36%
Other revenues	16,349,824	16,355,364	(5,540)	100%
Transfers in	4,453,155	1,113,945	3,339,210	25%
TOTAL REVENUES	\$ 37,215,089	\$ 21,161,770	\$ 16,053,319	57%
Personnel services	\$ 10,076,512	\$ 2,456,996	\$ 7,619,516	24%
Materials and services	26,524,377	17,648,465	8,875,912	67%
Capital outlay	20,000	1,472	18,528	7%
Transfers out	2,888,645	279,903	2,608,742	10%
TOTAL EXPENDITURES	\$ 39,509,534	\$ 20,386,836	\$ 19,122,698	52%
610 - Fleet Fund				
Charges for services	\$ 1,489,124	\$ 496,370	\$ 992,754	33%
Investment revenue	7,500	2,310	5,190	31%
TOTAL REVENUES	\$ 1,496,624	\$ 498,680	\$ 997,944	33%
Personnel services	\$ 826,900	\$ 213,855	\$ 613,045	26%
Materials and services	671,135	191,786	479,349	29%
Transfers out	2,400	800	1,600	33%
TOTAL EXPENDITURES	\$ 1,543,435	\$ 449,349	\$ 1,094,086	29%
230 - Building Inspection Fund				
Licenses and permits	\$ 1,060,463	\$ 1,394,480	\$ (334,017)	131%
Charges for services	11,700	-	11,700	0%
Investment revenue	12,000	5,567	6,433	46%
Transfers in	41,545	13,848	27,697	33%
TOTAL REVENUES	\$ 1,125,708	\$ 1,413,895	\$ (288,187)	126%
Personnel services	\$ 1,132,650	\$ 236,469	\$ 896,181	21%
Materials and services	176,948	93,276	83,672	53%
Transfers out	405,606	114,318	291,288	28%
TOTAL EXPENDITURES	\$ 1,715,204	\$ 444,063	\$ 1,271,141	26%
231 - Community Development Fund				
Intergovernmental	\$ 161,200	\$ -	\$ 161,200	0%
Licenses and permits	593,446	492,949	100,497	83%
Charges for services	745,080	137,226	607,854	18%
Investment revenue	8,500	6,502	1,998	76%
Other revenues	250	-	250	0%
Transfers in	2,383,525	592,396	1,791,129	25%
TOTAL REVENUES	\$ 3,892,001	\$ 1,229,073	\$ 2,662,928	32%
Personnel services	\$ 3,379,050	\$ 703,059	\$ 2,675,991	21%
Materials and services	783,614	186,295	597,319	24%
Transfers out	598,095	196,360	401,735	33%
TOTAL EXPENDITURES	\$ 4,760,759	\$ 1,085,714	\$ 3,675,045	23%
240 - Road Operating Fund				
Intergovernmental	\$ 1,995,223	\$ 143,976	\$ 1,851,247	7%
Investment revenue	12,500	5,248	7,252	42%
Other revenues	-	3,443	(3,443)	-
TOTAL REVENUES	\$ 2,007,723	\$ 152,667	\$ 1,855,056	8%
Personnel services	\$ 434,340	\$ 70,657	\$ 363,683	16%
Materials and services	495,930	141,619	354,311	29%
Capital outlay	13,000	-	13,000	0%
Transfers out	809,155	119,735	689,420	15%
TOTAL EXPENDITURES	\$ 1,752,425	\$ 332,011	\$ 1,420,414	19%

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

	Current Year Budget	Year to Date Activity	Remaining Balance	% Used
241 - Road Maintenance Fund				
Charges for services	\$ 2,150,000	\$ 739,357	\$ 1,410,643	34%
Investment revenue	20,000	6,576	13,424	33%
TOTAL REVENUES	\$ 2,170,000	\$ 745,932	\$ 1,424,068	34%
Transfers out	\$ 2,503,924	\$ 1,482,380	\$ 1,021,544	59%
TOTAL EXPENDITURES	\$ 2,503,924	\$ 1,482,380	\$ 1,021,544	59%
260 - Transit Fund				
Taxes	\$ 5,000,000	\$ 1,553,847	\$ 3,446,153	31%
Intergovernmental	3,964,104	799,597	3,164,507	20%
Charges for services	-	2,717	(2,717)	-
Fines and forfeitures	5,000	13,134	(8,134)	263%
Investment revenue	75,000	12,067	62,933	16%
Other revenues	16,000	-	16,000	0%
TOTAL REVENUES	\$ 9,060,104	\$ 2,381,362	\$ 6,678,742	26%
Personnel services	\$ 4,386,050	\$ 1,032,679	\$ 3,353,371	24%
Materials and services	2,153,188	694,294	1,458,894	32%
Capital outlay	2,012,500	462,091	1,550,409	23%
Transfers out	669,447	195,076	474,371	29%
TOTAL EXPENDITURES	\$ 9,221,185	\$ 2,384,140	\$ 6,837,045	26%
510 - Water Operating Fund				
Charges for services	\$ 9,411,000	\$ 5,321,136	\$ 4,089,864	57%
Investment revenue	150,000	41,516	108,484	28%
Other revenues	12,000	11,401	599	95%
TOTAL REVENUES	\$ 9,573,000	\$ 5,374,053	\$ 4,198,947	56%
Personnel services	\$ 647,150	\$ 131,063	\$ 516,087	20%
Materials and services	4,538,189	1,121,775	3,416,414	25%
Capital outlay	247,400	-	247,400	0%
Transfers out	10,798,267	453,717	10,344,550	4%
TOTAL EXPENDITURES	\$ 16,231,006	\$ 1,706,555	\$ 14,524,451	11%
520 - Sewer Operating Fund				
Charges for services	\$ 8,275,000	\$ 2,759,023	\$ 5,515,977	33%
Investment revenue	160,000	32,755	127,245	20%
Other revenues	30,000	8,006	21,994	27%
Transfers in	600,000	-	600,000	0%
TOTAL REVENUES	\$ 9,065,000	\$ 2,799,784	\$ 6,265,216	31%
Personnel services	\$ 394,580	\$ 53,299	\$ 341,281	14%
Materials and services	3,740,830	940,784	2,800,046	25%
Capital outlay	291,100	-	291,100	0%
Debt service	2,623,500	-	2,623,500	0%
Transfers out	2,907,055	424,161	2,482,894	15%
TOTAL EXPENDITURES	\$ 9,957,065	\$ 1,418,244	\$ 8,538,821	14%
550 - Street Lighting Fund				
Charges for services	\$ 536,650	\$ 183,706	\$ 352,944	34%
Investment revenue	8,500	2,768	5,732	33%
TOTAL REVENUES	\$ 545,150	\$ 186,474	\$ 358,676	34%
Materials and services	\$ 384,030	\$ 68,255	\$ 315,775	18%
Transfers out	1,045,000	-	1,045,000	0%
TOTAL EXPENDITURES	\$ 1,429,030	\$ 68,255	\$ 1,360,775	5%
570 - Stormwater Operating Fund				
Charges for services	\$ 3,440,000	\$ 1,168,815	\$ 2,271,185	34%
Investment revenue	15,000	9,417	5,583	63%
TOTAL REVENUES	\$ 3,455,000	\$ 1,178,232	\$ 2,276,768	34%
Personnel services	\$ 283,420	\$ 63,853	\$ 219,567	23%
Materials and services	788,536	132,943	655,593	17%
Capital outlay	107,000	-	107,000	0%
Debt service	518,000	-	518,000	0%
Transfers out	2,049,216	408,327	1,640,889	20%
TOTAL EXPENDITURES	\$ 3,746,172	\$ 605,123	\$ 3,141,049	16%

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

	Current Year Budget	Year to Date Activity	Remaining Balance	% Used
336 - Frog Pond Development				
Licenses and permits-West Hills	\$ 1,820,350	\$ 186,678	\$ 1,633,672	10%
Licenses and permits-Pahlisch	1,237,838	331,230	906,608	27%
Investment revenue	3,000	4,556	(1,556)	152%
TOTAL REVENUES	\$ 3,061,188	\$ 522,464	\$ 2,538,724	17%
Materials and services	\$ 8,320	\$ 8,105	\$ 215	97%
Transfers out	-	-	-	-
TOTAL EXPENDITURES	\$ 8,320	\$ 8,105	\$ 215	97%
346 - Roads SDC				
System Development Charges	\$ 1,202,131	\$ 598,802	\$ 603,329	50%
Investment revenue	43,500	18,142	25,358	42%
TOTAL REVENUES	\$ 1,245,631	\$ 616,944	\$ 628,687	50%
Materials and services	\$ 41,470	\$ 5,559	\$ 35,911	13%
Transfers out	7,766,745	263,606	7,503,139	3%
TOTAL EXPENDITURES	\$ 7,808,215	\$ 269,165	\$ 7,539,050	3%
396 - Parks SDC				
System Development Charges	\$ 554,418	\$ 147,018	\$ 407,400	27%
Investment revenue	35,000	7,075	27,925	20%
TOTAL REVENUES	\$ 589,418	\$ 154,093	\$ 435,325	26%
Materials and services	\$ 16,890	\$ 1,191	\$ 15,699	7%
Transfers out	1,322,155	168,422	1,153,733	13%
TOTAL EXPENDITURES	\$ 1,339,045	\$ 169,613	\$ 1,169,432	13%
516 - Water SDC				
System Development Charges	\$ 873,600	\$ 296,275	\$ 577,325	34%
Investment revenue	37,500	14,942	22,558	40%
Other revenues	7,000,000	-	7,000,000	0%
TOTAL REVENUES	\$ 7,911,100	\$ 311,217	\$ 7,599,883	4%
Materials and services	\$ 25,940	\$ 3,995	\$ 21,945	15%
Debt Service	485,000	-	485,000	0%
Transfers out	9,625,868	146,121	9,479,747	2%
TOTAL EXPENDITURES	\$ 10,136,808	\$ 150,116	\$ 9,986,692	1%
526 - Sewer SDC				
System Development Charges	\$ 506,270	\$ 297,638	\$ 208,632	59%
Investment revenue	50,000	5,637	44,364	11%
TOTAL REVENUES	\$ 556,270	\$ 303,274	\$ 252,996	55%
Materials and services	\$ 22,050	\$ 2,290	\$ 19,760	10%
Transfers out	1,792,521	312,123	1,480,398	17%
TOTAL EXPENDITURES	\$ 1,814,571	\$ 314,413	\$ 1,500,158	17%
576 - Stormwater SDC				
System Development Charges	\$ 213,310	\$ 185,680	\$ 27,630	87%
Investment revenue	15,000	5,917	9,083	39%
TOTAL REVENUES	\$ 228,310	\$ 191,596	\$ 36,714	84%
Materials and services	\$ 5,750	\$ 769	\$ 4,981	13%
Transfers out	253,382	36,301	217,081	14%
TOTAL EXPENDITURES	\$ 259,132	\$ 37,070	\$ 222,062	14%

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

	Current Year Budget	Year to Date Activity	Remaining Balance	% Used
800 - Year 2000 Program Income				
Investment revenue	\$ 6,500	\$ 1,924	\$ 4,576	30%
Other revenues	150,000	18,887	131,113	13%
TOTAL REVENUES	\$ 156,500	\$ 20,811	\$ 135,689	13%
Materials and services	\$ 61,000	\$ 26,855	\$ 34,145	44%
TOTAL EXPENDITURES	\$ 61,000	\$ 26,855	\$ 34,145	44%
805 - Year 2000 Capital Projects				
Investment revenue	\$ 75,000	\$ 30,266	\$ 44,734	40%
Other revenues	9,811,524	9,811,524	-	100%
TOTAL REVENUES	\$ 9,886,524	\$ 9,841,790	\$ 44,734	100%
Materials and services	\$ 673,160	\$ 68,355	\$ 604,805	10%
Capital outlay	9,653,000	913,851	8,739,149	9%
TOTAL EXPENDITURES	\$ 10,326,160	\$ 982,206	\$ 9,343,954	10%
807 - Year 2000 Debt Service				
Taxes	\$ 4,074,200	\$ 9,285	\$ 4,064,915	0%
Investment revenue	40,000	8,394	31,606	21%
TOTAL REVENUES	\$ 4,114,200	\$ 17,679	\$ 4,096,521	0%
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	\$ 224	\$ 776	22%
TOTAL REVENUES	\$ 1,000	\$ 224	\$ 776	22%
815 - Westside Capital Projects				
Investment revenue	\$ 6,500	\$ 9,125	\$ (2,625)	140%
Other revenues	6,400,000	6,400,000	-	100%
TOTAL REVENUES	\$ 6,406,500	\$ 6,409,125	\$ (2,625)	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	\$ 11,631	\$ 5,072,869	0%
Investment revenue	77,500	23,030	54,470	30%
TOTAL REVENUES	\$ 5,162,000	\$ 34,661	\$ 5,127,339	1%
Debt service	\$ 18,809,044	\$ 6,400,105	\$ 12,408,939	34%
TOTAL EXPENDITURES	\$ 18,809,044	\$ 6,400,105	\$ 12,408,939	34%
825 - Coffee Creek Capital Projects				
Investment revenue	\$ 13,500	\$ 838	\$ 12,662	6%
TOTAL REVENUES	\$ 13,500	\$ 838	\$ 12,662	6%
Materials and services	\$ 148,880	\$ 8,259	\$ 140,621	6%
TOTAL EXPENDITURES	\$ 148,880	\$ 8,259	\$ 140,621	6%
827 - Coffee Creek Debt Service				
Taxes	\$ 350,700	\$ 1,075	\$ 349,625	0%
Investment revenue	1,000	54	946	5%
TOTAL REVENUES	\$ 351,700	\$ 1,129	\$ 350,571	0%
Debt service	\$ 280,000	\$ 121,086	\$ 158,914	43%
TOTAL EXPENDITURES	\$ 280,000	\$ 121,086	\$ 158,914	43%