



WILSONVILLE
FINANCE

JANUARY MONTHLY REPORT

FINANCE—The department where everyone counts

- **Budget FY24-25:** Our annual budget process is well under way. Departments have already determined their operating needs for the coming year, relayed any requests for new or expanded programs to the Finance Department, and submitted their department's budget pages. Anticipated Capital Improvement Project (CIP) needs are being compiled by the Engineering Department and are due to Finance by mid-February. As a next step, department meetings (with the City Manager) are scheduled throughout the later part of February.
- **Estimated Actuals—FY23-24:** As a pivotal jumping off point for the FY 24-25 budget process, we're updating also the 5-year forecasts, and pulling together a presentation surrounding estimated actuals—where we anticipate to be at the end of fiscal year 2024. These ending fund balances determine the starting point (budgeted beginning fund balance) for each of the City's 24 funds, in FY 24-25.
- **Property Tax Exemptions:** The Department has started the process and will be presenting to Council next month, requests by local area low-income housing complexes for a property tax exemption. This is an annual process typically including five area complexes. The tax exemption is to benefit low-income renters by alleviating the property tax burden on those agencies that provide this housing opportunity.
- **Budget Supplemental:** The City's second budget supplemental for the current fiscal year is scheduled for Council review on March 4. More detail to come by way of a Council Staff Report before the public hearing is held.
- **Utility Billing:** In keeping with one of the City Council's prior year goals, Finance continues to promote a paperless/electronic environment wherever/whenever possible. In this last round of online promotions, all Utility Billing auto-pay customers were enrolled in paperless billing unless they were one of the 50 people that opted out. In response, we enrolled an additional 561 customers in paperless billing! An overall increase from 52% in Jan 2023 to 59% in Jan 2024. The functionality of the online customer portal was also expanded to allow for partial payments.
- **Attached Financials:** Finance continues to monitor all departments for on-going budget compliance.

	Current Year Budget	Year to Date Activity	Remaining Balance	% Used
110 - General Fund				
Taxes	\$ 15,090,000	\$ 10,992,509	\$ 4,097,491	73%
Intergovernmental	2,715,173	448,480	2,266,693	17%
Licenses and permits	242,800	111,417	131,383	46%
Charges for services	413,164	255,718	157,446	62%
Fines and forfeitures	250,000	93,907	156,093	38%
Investment revenue	304,600	373,842	(69,242)	123%
Other revenues	681,450	649,156	32,294	95%
Transfers in	5,572,496	2,726,839	2,845,657	49%
TOTAL REVENUES	\$ 25,269,683	\$ 15,651,868	\$ 9,617,815	62%
Personnel services	\$ 12,185,032	\$ 6,584,659	\$ 5,600,373	54%
Materials and services	12,860,094	3,483,877	9,376,217	27%
Capital outlay	311,177	164,072	147,105	53%
Debt service	1,134,284	1,129,631	4,653	100%
Transfers out	8,777,843	2,006,650	6,771,193	23%
TOTAL EXPENDITURES	\$ 35,268,430	\$ 13,368,889	\$ 21,899,541	38%
610 - Fleet Fund				
Charges for services	\$ 1,722,180	\$ 1,004,605	\$ 717,575	58%
Investment revenue	8,200	21,045	(12,845)	257%
Other revenues	-	1,790	(1,790)	-
TOTAL REVENUES	\$ 1,730,380	\$ 1,027,440	\$ 702,940	59%
Personnel services	\$ 985,470	\$ 520,954	\$ 464,516	53%
Materials and services	801,417	363,891	437,526	45%
Capital outlay	303,800	181,292	122,508	60%
Transfers out	2,400	1,400	1,000	58%
TOTAL EXPENDITURES	\$ 2,093,087	\$ 1,067,537	\$ 1,025,550	51%
230 - Building Inspection Fund				
Licenses and permits	\$ 1,204,000	\$ 873,792	\$ 330,208	73%
Investment revenue	71,700	63,541	8,159	89%
TOTAL REVENUES	\$ 1,275,700	\$ 937,332	\$ 338,368	73%
Personnel services	\$ 1,076,940	\$ 528,812	\$ 548,128	49%
Materials and services	198,774	108,835	89,939	55%
Transfers out	346,058	201,873	144,185	58%
TOTAL EXPENDITURES	\$ 1,621,772	\$ 839,521	\$ 782,251	52%
231 - Community Development Fund				
Licenses and permits	\$ 852,302	\$ 632,982	\$ 219,320	74%
Charges for services	743,714	290,201	453,513	39%
Intergovernmental	21,713	-	21,713	0%
Investment revenue	44,400	33,843	10,557	76%
Other revenues	-	25	(25)	-
Transfers in	3,335,385	1,509,403	1,825,982	45%
TOTAL REVENUES	\$ 4,997,514	\$ 2,466,454	\$ 2,531,060	49%
Personnel services	\$ 3,685,060	\$ 1,942,131	\$ 1,742,929	53%
Materials and services	803,584	301,596	501,988	38%
Transfers out	729,639	354,627	375,012	49%
TOTAL EXPENDITURES	\$ 5,218,283	\$ 2,598,354	\$ 2,619,929	50%
240 - Road Operating Fund				
Intergovernmental	\$ 2,240,600	\$ 882,419	\$ 1,358,181	39%
Investment revenue	52,200	64,513	(12,313)	124%
Other revenues	-	1,023	(1,023)	-
TOTAL REVENUES	\$ 2,292,800	\$ 947,955	\$ 1,344,845	41%
Personnel services	\$ 524,370	\$ 244,260	\$ 280,110	47%
Materials and services	616,212	383,375	232,837	62%
Capital outlay	300,000	8,950	291,050	3%
Debt service	358,000	47,524	310,476	13%
Transfers out	2,708,462	1,930,619	777,843	71%
TOTAL EXPENDITURES	\$ 4,507,044	\$ 2,614,728	\$ 1,892,316	58%

City of Wilsonville - Fund Summaries
Reporting Month: Jan FY 2024



	Current Year Budget	Year to Date Activity	Remaining Balance	% Used
241 - Road Maintenance Fund				
Charges for services	\$ 2,249,000	\$ 1,346,214	\$ 902,786	60%
Investment revenue	87,100	63,472	23,628	73%
TOTAL REVENUES	\$ 2,336,100	\$ 1,409,687	\$ 926,413	60%
Transfers out	\$ 4,235,000	\$ 2,474,025	\$ 1,760,975	58%
TOTAL EXPENDITURES	\$ 4,235,000	\$ 2,474,025	\$ 1,760,975	58%
260 - Transit Fund				
Taxes	\$ 6,000,000	\$ 3,253,494	\$ 2,746,506	54%
Intergovernmental	4,174,500	1,722,681	2,451,819	41%
Charges for services	40,000	4,980	35,020	12%
Fines and forfeitures	5,000	2,837	2,163	57%
Investment revenue	425,100	260,923	164,177	61%
Other revenues	16,000	948	15,053	6%
TOTAL REVENUES	\$ 10,660,600	\$ 5,245,861	\$ 5,414,739	49%
Personnel services	\$ 5,058,100	\$ 2,144,164	\$ 2,913,936	42%
Materials and services	3,239,530	1,433,203	1,806,327	44%
Capital outlay	2,060,000	608,201	1,451,799	30%
Transfers out	1,043,990	518,280	525,710	50%
TOTAL EXPENDITURES	\$ 11,401,620	\$ 4,703,848	\$ 6,697,772	41%
510 - Water Operating Fund				
Charges for services	\$ 10,104,780	\$ 6,257,864	\$ 3,846,916	62%
Fines and forfeitures	-	9,115	(9,115)	-
Investment revenue	324,500	400,004	(75,504)	123%
Other revenues	1,168,080	1,159,612	8,468	99%
TOTAL REVENUES	\$ 11,597,360	\$ 7,826,596	\$ 3,770,764	67%
Personnel services	\$ 687,800	\$ 318,901	\$ 368,899	46%
Materials and services	5,050,863	2,160,313	2,890,550	43%
Capital outlay	695,000	74,037	620,963	11%
Debt service	371,000	49,432	321,568	13%
Transfers out	12,343,417	2,899,286	9,444,131	23%
TOTAL EXPENDITURES	\$ 19,148,080	\$ 5,501,968	\$ 13,646,112	29%
520 - Sewer Operating Fund				
Charges for services	\$ 8,477,900	\$ 4,074,588	\$ 4,403,312	48%
Investment revenue	114,900	244,435	(129,535)	213%
Other revenues	31,500	19,765	11,735	63%
Transfers in	600,000	600,000	-	100%
TOTAL REVENUES	\$ 9,224,300	\$ 4,938,788	\$ 4,285,512	54%
Personnel services	\$ 449,960	\$ 249,697	\$ 200,263	55%
Materials and services	4,121,454	1,807,038	2,314,416	44%
Capital outlay	125,509	125,509	-	100%
Debt service	2,880,000	174,470	2,705,530	6%
Transfers out	10,828,059	1,639,733	9,188,326	15%
TOTAL EXPENDITURES	\$ 18,404,982	\$ 3,996,448	\$ 14,408,534	22%
550 - Street Lighting Fund				
Charges for services	\$ 540,540	\$ 283,522	\$ 257,018	52%
Investment revenue	17,000	19,586	(2,586)	115%
TOTAL REVENUES	\$ 557,540	\$ 356,840	\$ 200,700	64%
Materials and services	\$ 366,450	\$ 117,772	\$ 248,678	32%
Transfers out	661,954	23,728	638,226	4%
TOTAL EXPENDITURES	\$ 1,028,404	\$ 141,500	\$ 886,904	14%
570 - Stormwater Operating Fund				
Charges for services	\$ 3,678,840	\$ 1,782,510	\$ 1,896,330	48%
Investment revenue	55,100	110,767	(55,667)	201%
TOTAL REVENUES	\$ 3,733,940	\$ 1,893,277	\$ 1,840,663	51%
Personnel services	\$ 324,810	\$ 209,038	\$ 115,772	64%
Materials and services	830,350	342,522	487,828	41%
Debt service	838,000	42,841	795,159	5%
Transfers out	7,145,858	1,544,969	5,600,889	22%
TOTAL EXPENDITURES	\$ 9,139,018	\$ 2,139,371	\$ 6,999,647	23%

	Current Year Budget	Year to Date Activity	Remaining Balance	% Used
336 - Frog Pond Development				
Licenses and permits	\$ 2,000,000	\$ 1,815,417	\$ 184,583	91%
Investment revenue	28,300	77,071	(48,771)	272%
TOTAL REVENUES	\$ 2,028,300	\$ 1,892,487	\$ 135,813	93%
Materials and services	\$ 36,180	\$ 6,258	\$ 29,922	17%
Transfers out	4,447,454	1,920,194	2,527,260	43%
TOTAL EXPENDITURES	\$ 4,483,634	\$ 1,926,452	\$ 2,557,182	43%
348 - Washington County TDT				
Washington County TDT	\$ 250,000	\$ -	\$ 250,000	0%
Investment revenue	44,700	26,418	18,282	59%
TOTAL REVENUES	\$ 294,700	\$ 26,418	\$ 268,282	9%
346 - Roads SDC				
System Development Charges	\$ 1,800,000	\$ 2,219,084	\$ (419,084)	123%
Investment revenue	40,000	194,734	(154,734)	487%
TOTAL REVENUES	\$ 1,840,000	\$ 2,413,818	\$ (573,818)	131%
Materials and services	\$ 43,130	\$ 8,224	\$ 34,906	19%
Transfers out	11,449,559	946,155	10,503,404	8%
TOTAL EXPENDITURES	\$ 11,492,689	\$ 954,379	\$ 10,538,310	8%
396 - Parks SDC				
System Development Charges	\$ 550,000	\$ 357,176	\$ 192,824	65%
Investment revenue	12,000	33,947	(21,947)	283%
TOTAL REVENUES	\$ 562,000	\$ 391,122	\$ 170,878	70%
Materials and services	\$ 17,570	\$ 1,126	\$ 16,444	6%
Transfers out	1,506,903	49,204	1,457,699	3%
TOTAL EXPENDITURES	\$ 1,524,473	\$ 50,330	\$ 1,474,144	3%
516 - Water SDC				
System Development Charges	\$ 1,515,000	\$ 1,221,255	\$ 293,745	81%
Investment revenue	50,000	180,494	(130,494)	361%
TOTAL REVENUES	\$ 1,565,000	\$ 1,401,749	\$ 163,251	90%
Materials and services	\$ 26,980	\$ 4,328	\$ 22,652	16%
Debt service	452,000	83,601	368,399	18%
Transfers out	9,487,826	1,750,430	7,737,396	18%
TOTAL EXPENDITURES	\$ 9,966,806	\$ 1,838,359	\$ 8,128,447	18%
526 - Sewer SDC				
System Development Charges	\$ 725,000	\$ 538,499	\$ 186,501	74%
Investment revenue	9,900	21,871	(11,971)	221%
TOTAL REVENUES	\$ 734,900	\$ 560,370	\$ 174,530	76%
Materials and services	\$ 22,930	\$ 1,884	\$ 21,046	8%
Transfers out	1,905,265	812,524	1,092,741	43%
TOTAL EXPENDITURES	\$ 1,928,195	\$ 814,408	\$ 1,113,787	42%
576 - Stormwater SDC				
System Development Charges	\$ 690,000	\$ 306,585	\$ 383,415	44%
Investment revenue	109,700	61,528	48,172	56%
TOTAL REVENUES	\$ 799,700	\$ 368,113	\$ 431,587	46%
Materials and services	\$ 5,980	\$ 1,126	\$ 4,854	19%
Transfers out	1,140,868	701,645	439,223	62%
TOTAL EXPENDITURES	\$ 1,146,848	\$ 702,771	\$ 444,077	61%

	Current Year Budget	Year to Date Activity	Remaining Balance	% Used
800 - Year 2000 Program Income				
Investment revenue	\$ 800	\$ 1,289	\$ (489)	161%
Other revenues	-	7,000	(7,000)	-
TOTAL REVENUES	\$ 800	\$ 8,289	\$ (7,489)	1036%
Materials and services	\$ 5,000	\$ 1,183	\$ 3,817	24%
Transfers out	25,000	-	25,000	0%
TOTAL EXPENDITURES	\$ 30,000	\$ 1,183	\$ 28,817	4%
805 - Year 2000 Capital Projects				
Investment revenue	\$ 262,000	\$ 227,291	\$ 34,709	87%
TOTAL REVENUES	\$ 262,000	\$ 227,291	\$ 34,709	87%
Materials and services	\$ 295,572	\$ 139,440	\$ 156,132	47%
Capital outlay	10,940,556	3,073,400	7,867,156	28%
TOTAL EXPENDITURES	\$ 11,236,128	\$ 3,212,841	\$ 8,023,287	29%
810 - Westside Program Income				
Investment revenue	\$ 3,715	\$ 2,213	\$ 1,502	60%
TOTAL REVENUES	\$ 3,715	\$ 2,213	\$ 1,502	60%
815 - Westside Capital Projects				
Investment revenue	\$ 165,000	\$ 100,678	\$ 64,322	61%
TOTAL REVENUES	\$ 165,000	\$ 100,678	\$ 64,322	61%
Materials and services	\$ 277,178	\$ 65,504	\$ 211,674	24%
Capital outlay	710,000	-	710,000	0%
TOTAL EXPENDITURES	\$ 987,178	\$ 65,504	\$ 921,674	7%
817 - Westside Debt Service				
Taxes	\$ 1,672,200	\$ 1,354,007	\$ 318,193	81%
Investment revenue	20,630	58,394	(37,764)	283%
TOTAL REVENUES	\$ 1,692,830	\$ 1,412,401	\$ 280,429	83%
Debt service	\$ 4,702,025	\$ 4,187,519	\$ 514,506	89%
TOTAL EXPENDITURES	\$ 4,702,025	\$ 4,187,519	\$ 514,506	89%
825 - Coffee Creek Capital Projects				
Investment revenue	\$ 3,095	\$ 1,596	\$ 1,499	52%
Transfers in	500,000	500,000	-	100%
TOTAL REVENUES	\$ 503,095	\$ 501,596	\$ 1,499	100%
Materials and services	\$ 136,500	\$ 79,000	\$ 57,500	58%
TOTAL EXPENDITURES	\$ 136,500	\$ 79,000	\$ 57,500	58%
827 - Coffee Creek Debt Service				
Taxes	\$ 566,800	\$ 617,765	\$ (50,965)	109%
Investment revenue	8,510	6,047	2,463	71%
TOTAL REVENUES	\$ 575,310	\$ 623,812	\$ (48,502)	108%
Debt service	\$ 782,000	\$ 639,313	\$ 142,687	82%
TOTAL EXPENDITURES	\$ 782,000	\$ 639,313	\$ 142,687	82%
830 - Wilsonville Investment Now Program				
Taxes	\$ 750,000	\$ 825,438	\$ (75,438)	110%
Investment revenue	10,300	-	10,300	0%
TOTAL REVENUES	\$ 760,300	\$ 825,438	\$ (65,138)	109%
Materials and services	\$ 750,000	\$ -	\$ 750,000	0%
TOTAL EXPENDITURES	\$ 750,000	\$ -	\$ 750,000	0%