



WILSONVILLE
FINANCE

APRIL MONTHLY REPORT

From the Director:

The proposed budget has been delivered to the Budget Committee and we await our first meeting on May 16. The second and third meeting, if needed, are scheduled for May 28th and 29th. The budget will be presented to City Council for adoption on June 3.

During the month of April court clerk Eleesa Aguilar attended the Oregon Association for Court Administration (OACA) spring conference. Items covered included upcoming legislative changes that will affect court, updates to the Oregon DMV, and the ability to file convictions electronically as well as information regarding the ongoing concern for working with low income and indigent defendants. Court clerk Pam Munsterman attended the Tyler Connect 2019 conference which provided extensive training on the court's software system. The online program for court payments is being redesigned to allow for additional services such as not guilty pleas and compliance dismissals. Accountant Cricket Jones also attended the Tyler Connect conference for preparation for the upcoming migration to the Munis System.

We are continuing the preparation to move our payroll from a monthly basis to a biweekly basis. This is quite an undertaking as it requires updating the existing payroll system with all new calculations for the handling of each benefit and deduction code. The first biweekly payroll check will be issued August 16.

Enjoy the beautiful sunshine!

-Cathy Rodocker

By the Numbers:

Finance Statistics for the period of July 1, 2018-April 30, 2019

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

Utility Billing:

Total Monthly Bills	61,004
New Customers	793
New Service Locations	116

Accounts Payable:

Invoices Processed	6,374
Payments Processed	3,414

Municipal Court:

Total Citations Issued	1,871
Total Suspensions Issued	420
Ticket Revenue	\$284,602

Fund Updates:

Attached please find the fund summaries through April 2019. The following is an update on five of the operating funds.

The General Fund has received 89% of the revenues budgeted through the first three quarters of the fiscal year. Total expenses are being reported at 61% of budget, due primarily to the timing of the Clackamas County Sheriff's contract payments.

The Building Fund revenues increased to 61% of budget through April. Currently, expenses continue to outpace the revenues. Due to the timing of building permit receipts between fiscal years, the excess fund balance will be used to bridge the expense to revenue gap this year. As budgeted, the Building Fund will be using the fund balance that has been built up over the last few years.

While Community Development revenues are lower than anticipated through the first nine months of the fiscal year, expenses have also been significantly lower than anticipated. As of April 30, the total expenses exceed current revenues by a little over \$261K. A busy Spring is anticipated and should help the CD Fund end the fiscal year with the revenues exceeding the expenses.

The Transit Fund's revenues continue to outpace the actual expenditures to date. As typical, bus purchases funded primarily with grant funds are expected to be received by the end of the fiscal year that will increase both revenues and expenditures. The arrival of the electric bus is anticipated in May and the payment will be processed prior to the end of the fiscal year.

As of April 30, the Water Operating Fund has received 107% of its budgeted water sales with the warmer months yet to come. As of April 30, the City of Sherwood has purchased over \$2 million in water this fiscal year from the City, which is doubled the amount that was anticipated in the budget.

The remaining operating funds; Fleet, Road Operating, Road Maintenance, Sewer, Streetlight, and Stormwater all are seeing their year-to-date revenues exceeding their year-to-date expenditures as expected.

Did you know?

The last budget supplemental adjustment will be presented to Council on June 17. This adjustment will include last minute requests to insure that programs will not exceed their allotted budgets by the end of the fiscal year.

	Budget	Activity	% Used
Fund 110 General Fund:			
Taxes	11,213,487	9,917,345	88%
Intergovernmental	2,141,825	1,910,288	89%
Licenses and Permits	176,510	150,471	85%
Charges for Services	753,480	591,625	79%
Fines	315,000	284,602	90%
Investment Revenue	206,000	316,728	154%
Other Revenues	3,557,120	3,479,956	98%
Transfers	3,369,303	2,639,154	78%
Total Revenue	21,732,725	19,290,169	89%
Personal Services	8,390,218	6,437,311	77%
Materials and Services	12,441,145	7,627,738	61%
Capital Outlay	129,300	8,603	7%
Transfers	4,502,000	1,476,181	33%
Total Expense	25,462,663	15,549,834	61%
Fund 210 Fleet Fund:			
Charges for Services	1,343,601	1,119,660	83%
Investment Revenue	23,690	26,758	113%
Other Revenues	0	9,900	-%
Total Revenue	1,367,291	1,156,318	85%
Personal Services	750,366	529,361	71%
Materials and Services	613,305	547,492	89%
Capital Outlay	188,000	87,647	47%
Transfers	2,400	1,800	75%
Total Expense	1,554,071	1,166,300	75%
Fund 230 Building Fund:			
Licenses and Permits	588,000	462,836	79%
Licenses and Permits-Villebois	547,000	194,785	36%
Charges for Services	8,600	7,160	83%
Investment Revenue	56,650	60,170	106%
Other Revenues	0	532	-%
Transfers	37,701	31,852	84%
Total Revenue	1,237,951	757,335	61%
Personal Services	1,030,960	761,177	74%
Materials and Services	186,691	110,294	59%
Transfers	900,660	321,559	36%
Total Expense	2,118,311	1,193,030	56%
Fund 235 Community Development Fund:			
Intergovernmental	62,500	0	-%
Licenses and Permits	563,413	922,194	164%
Licenses and Permits-Villebois	45,567	136,970	301%
Charges for Services	974,732	632,521	65%
Investment Revenue	39,140	58,231	149%
Other Revenues	200	832	416%
Transfers	3,225,167	1,426,766	44%
Total Revenue	4,910,719	3,177,513	65%
Personal Services	3,177,336	2,106,193	66%
Materials and Services	703,913	348,008	49%
Capital Outlay	28,000	2,567	9%
Transfers	551,172	459,310	83%
Total Expense	4,460,421	2,916,078	65%
Fund 240 Road Operating Fund:			
Intergovernmental	1,642,800	1,269,976	77%
Investment Revenue	17,510	25,548	146%
Other Revenues	2,000	1,610	81%
Total Revenue	1,662,310	1,297,135	78%
Personal Services	412,651	292,208	71%
Materials and Services	490,632	332,122	68%
Capital Outlay	51,500	73,874	143%
Debt Service	82,000	81,446	99%
Transfers	696,851	228,602	33%
Total Expense	1,733,634	1,008,253	58%

	Budget	Activity	% Used
Fund 245 Road Maintenance Fund:			
Charges for Services	1,792,369	1,545,014	86%
Investment Revenue	27,268	54,901	201%
Total Revenue	1,819,637	1,599,915	88%
Transfers	2,946,935	203,208	7%
Total Expense	2,946,935	203,208	7%
Fund 260 Transit Fund:			
Taxes	5,006,000	4,383,064	88%
Intergovernmental	2,549,740	552,854	22%
Charges for Services	185,000	111,212	60%
Investment Revenue	41,050	60,416	147%
Other Revenues	14,000	13,393	96%
Total Revenue	7,795,790	5,120,939	66%
Personal Services	3,526,766	2,826,214	80%
Materials and Services	1,910,759	1,470,161	77%
Capital Outlay	2,157,569	144,187	7%
Transfers	669,002	453,518	68%
Total Expense	8,264,096	4,894,080	59%
Fund 310 Water Operating Fund:			
Charges for Services	8,384,355	8,939,938	107%
Fines	19,000	15,125	80%
Investment Revenue	100,000	243,892	244%
Other Revenues	195,550	194,103	99%
Transfers	350,000	350,000	100%
Total Revenue	9,048,905	9,743,057	108%
Personal Services	581,820	435,428	75%
Materials and Services	4,220,553	2,621,352	62%
Capital Outlay	690,644	237,469	34%
Debt Service	1,875,000	757,637	40%
Transfers	2,647,753	777,721	29%
Total Expense	10,015,770	4,829,608	48%
Fund 320 Sewer Operating Fund:			
Charges for Services	7,996,145	6,863,623	86%
Fines	0	97,342	-%
Investment Revenue	127,602	253,101	198%
Other Revenues	27,000	16,890	63%
Transfers	600,000	600,000	100%
Total Revenue	8,750,747	7,830,956	89%
Personal Services	383,530	270,603	71%
Materials and Services	3,391,874	2,215,276	65%
Capital Outlay	29,833	18,683	63%
Debt Service	3,030,000	546,131	18%
Transfers	2,714,974	970,108	36%
Total Expense	9,550,211	4,020,801	42%
Fund 350 Street Lighting Fund:			
Charges for Services	518,250	435,679	84%
Investment Revenue	16,789	24,530	146%
Total Revenue	535,039	460,209	86%
Materials and Services	359,651	271,472	75%
Transfers	442,270	610	-%
Total Expense	801,921	272,082	34%
Fund 370 Storm Water Operating Fund:			
Charges for Services	2,928,917	2,452,452	84%
Investment Revenue	30,900	45,468	147%
Total Revenue	2,959,817	2,497,920	84%
Personal Services	259,270	160,359	62%
Materials and Services	473,780	345,548	73%
Capital Outlay	161,964	4,443	3%
Debt Service	508,500	507,827	100%
Transfers	2,169,419	970,770	45%
Total Expense	3,572,933	1,988,946	56%