



NOVEMBER MONTHLY REPORT

From the Director:

Greetings from the Finance Team!

The Accountant's Team has been working with the Munis implantation staff throughout the month of November. We have completed the first stage in the General Ledger implementation and are waiting for our data to be uploaded into the live database. This will be the first opportunity to get in and really see how the new system will work. We are also continuing with the Contract Management, Purchasing, Project Ledger and Accounts Payable modules implementation. We will have the Munis team here twice during the month of December to keep the project moving forward.

Monday, December 2nd, was the opening of the PERS employee investment fund application period. Keith Katko was ready to go at the first bell and we have received confirmation that the City has indeed been awarded the State's match of \$856,583.25. We will be making our contribution payment of \$3.4M later in the fiscal year and will begin working with the actuary who will help determine the new rates that will go into effect on July 1, 2020.

Have a safe holiday season!

-Cathy Rodocker

By the Numbers:

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

Utility Billing:

Total Monthly Bills	26,816
New Customers	397
New Service Locations	55

Accounts Payable:

Invoices Processed	2,938
Payments Processed	2,120

Municipal Court:

Total Citations Issued	1,068
Total Suspensions Issued	55
Ticket Revenue	\$97,024

Please Note: Utility Billing is reported with a one month lag-the numbers reported reflect the first month of the new fiscal year.

FY20 Financial Update:

The General Fund began to see the first of the property tax receipts during the month of November. As of 11/30, \$2.5M has been received of the \$11.7M anticipated. By the end of December, we expect to receive approximately 90% of the budgeted revenue.

The permit and other revenues sources for the Building Fund are just under the anticipated percentage estimated for FY2020. It is anticipated that the Building Fund will use a portion of its fund balance this fiscal year to cover its expenses.

One of the primary funding sources of the Community Development Fund are the project management fees associated with the Capital Improvement Program. While short staffed, the revenues are not coming in as originally anticipated. It is also anticipated that the Community Development Fund will use a portion of its fund balance this fiscal year to cover its expenses.

Transit Fund current revenues received are outpacing the expenses by over \$500K so far this fiscal year. That gap is expected to narrow once we begin to purchase some of the capital items that were approved during the budget process.

Through the month of November, all of the utility operating funds have recorded revenues and expenditures in line with their adopted budgets.

Did you know?

That in mid-November the police worked with several agencies for an operation inspecting unlicensed moving companies working here in Wilsonville? A number of citations were issued for driving uninsured, failing to carry proof of insurance, expired registrations and other violations. The citations holders are scheduled to appear at our Municipal Court the night of December 17.

	Budget	Activity	% Used
Fund 110 General Fund:			
Taxes	11,655,250	2,498,220	21%
Intergovernmental	2,265,804	253,528	11%
Licenses and Permits	177,750	116,486	66%
Charges for Services	747,100	226,548	30%
Fines	320,000	116,035	36%
Investment Revenue	300,900	201,111	67%
Other Revenues	9,569,070	9,049,723	95%
Transfers	3,599,940	1,359,083	38%
Total Revenue	28,635,814	13,820,734	48%
Personal Services	9,289,445	3,731,818	40%
Materials and Services	18,835,865	11,092,547	59%
Capital Outlay	291,604	15,000	5%
Transfers	4,003,336	1,083,340	27%
Total Expense	32,420,250	15,922,705	49%
Fund 210 Fleet Fund:			
Charges for Services	1,373,975	572,490	42%
Investment Revenue	23,069	11,856	51%
Total Revenue	1,397,044	584,346	42%
Personal Services	781,630	309,604	40%
Materials and Services	674,521	301,044	45%
Capital Outlay	149,000	19,327	13%
Transfers	2,400	1,000	42%
Total Expense	1,607,551	630,975	39%
Fund 230 Building Fund:			
Licenses and Permits	548,000	234,698	43%
Licenses and Permits-Villebois	254,000	76,285	30%
Charges for Services	9,000	2,250	25%
Investment Revenue	70,210	31,517	45%
Transfers	38,173	15,905	42%
Total Revenue	919,383	360,656	39%
Personal Services	1,056,480	408,108	39%
Materials and Services	173,553	75,047	43%
Transfers	650,393	311,675	48%
Total Expense	1,880,426	794,830	42%
Fund 235 Community Development Fund:			
Intergovernmental	0	19,500	-%
Licenses and Permits	352,440	322,558	92%
Licenses and Permits-Villebois	203,305	18,398	9%
Charges for Services	904,335	121,474	13%
Investment Revenue	55,165	32,595	59%
Other Revenues	400	300	75%
Transfers	2,882,543	541,627	19%
Total Revenue	4,398,188	1,056,451	24%
Personal Services	3,273,480	1,079,394	33%
Materials and Services	629,877	183,032	29%
Capital Outlay	0	2,015	-%
Transfers	577,223	240,510	42%
Total Expense	4,480,580	1,504,951	34%
Fund 240 Road Operating Fund:			
Intergovernmental	1,800,100	472,408	26%
Investment Revenue	25,075	20,041	80%
Other Revenues	2,000	53,278	2,664%
Total Revenue	1,827,175	545,728	30%
Personal Services	373,970	162,065	43%
Materials and Services	524,865	131,026	25%
Debt Service	82,000	0	-%
Transfers	1,279,014	224,715	18%
Total Expense	2,259,849	517,806	23%
Fund 245 Road Maintenance Fund:			
Charges for Services	1,899,000	794,345	42%
Investment Revenue	60,180	39,928	66%
Total Revenue	1,959,180	834,274	43%
Transfers	1,797,040	1,492,021	83%
Total Expense	1,797,040	1,492,021	83%

	Budget	Activity	% Used
Fund 260 Transit Fund:			
Taxes	5,151,000	2,222,291	43%
Intergovernmental	4,217,893	567,023	13%
Charges for Services	185,000	66,855	36%
Investment Revenue	55,150	44,076	80%
Other Revenues	14,000	0	-%
Total Revenue	9,623,043	2,900,246	30%
Personal Services	4,146,860	1,537,624	37%
Materials and Services	2,284,406	708,432	31%
Capital Outlay	2,451,655	37,063	2%
Transfers	637,912	236,379	37%
Total Expense	9,520,833	2,519,498	26%
Fund 310 Water Operating Fund:			
Intergovernmental	0	50,000	-%
Charges for Services	9,217,000	5,244,298	57%
Fines	19,000	7,474	39%
Investment Revenue	270,810	176,944	65%
Other Revenues	195,550	4,000	2%
Total Revenue	9,702,360	5,482,716	57%
Personal Services	629,168	211,363	34%
Materials and Services	4,180,454	1,231,132	29%
Capital Outlay	534,000	0	-%
Debt Service	1,870,000	0	-%
Transfers	4,321,744	378,438	9%
Total Expense	11,535,366	1,820,932	16%
Fund 320 Sewer Operating Fund:			
Charges for Services	8,239,145	3,440,822	42%
Fines	0	27,738	-%
Investment Revenue	270,810	184,425	68%
Other Revenues	18,000	11,247	62%
Transfers	600,000	0	-%
Total Revenue	9,127,955	3,664,232	40%
Personal Services	402,546	122,108	30%
Materials and Services	3,484,878	1,044,256	30%
Capital Outlay	24,000	0	-%
Debt Service	3,000,000	0	-%
Transfers	4,022,036	260,336	6%
Total Expense	10,933,460	1,426,700	13%
Fund 350 Street Lighting Fund:			
Charges for Services	545,500	218,462	40%
Investment Revenue	25,075	13,902	55%
Total Revenue	570,575	232,363	41%
Materials and Services	373,843	114,926	31%
Transfers	430,103	0	-%
Total Expense	803,946	114,926	14%
Fund 370 Storm Water Operating Fund:			
Charges for Services	3,175,000	1,287,775	41%
Investment Revenue	50,150	26,687	53%
Total Revenue	3,225,150	1,314,462	41%
Personal Services	274,796	90,874	33%
Materials and Services	527,543	125,041	24%
Debt Service	508,000	0	-%
Transfers	3,553,189	728,466	21%
Total Expense	4,863,528	944,381	19%