



JUNE MONTHLY REPORT

FINANCE—The department where everyone counts

- **FISCAL YEAR END:** In what seems like the blink of an eye, June 30 brings to us the end of FY 2021-22. To ensure a clean cut-off, and that revenues and expenses are correctly accounted for in the correct fiscal year, through July and August we will be analyzing, reviewing, and reconciling accounts—leading up to the preparation of financial statements, including the Annual Comprehensive Financial Report.
- **FY 2021-22 AUDIT:** Audit season is here and the City’s annual audit has begun. The City has contracted with the independent certified public accounting firm of Grove Mueller & Swank (GMS), to carry out the annual and compliance audit for the City and Urban Renewal Agency (including for example ORS compliance related to purchasing and investment activity). The CPA firm also covers the federally mandated Single Audit required of the City covering compliance and use of federal funds. The Auditor’s performed their audit fieldwork the last week of June. This onsite visit serves as a preliminary audit for assurance testing, data collection, and compliance review in order to compress the period needed to complete their final audit, scheduled for November 2022.
- **UTILITY BILLING:** During the Covid-19 pandemic, utility billing suspended late fees and disconnection/restore fees for delinquent accounts. Utility billing also extended the grace period for disconnections from 30 days to 90 days past due. As the economy has become more on track we tried to do a phased in approach to get back to standard practice. First we changed the shut off to 60 days. Then, in June, we switched to 30 days. In August, we will go back to charging late fees and disconnect/restore fees. We continue to support our customers by offering payment plans and recommending Wilsonville’s Community Sharing. During this transition we provided bill messages two months prior to the change, updated the City website, provided a delinquent letter, emailed, issued two rounds of automated calls, and personal phone calls. Through these efforts, we were successfully able to reduce possible disconnections down from 292 to 27 for the month of June.
- **UTILITY BILLING SOFTWARE IMPLEMENTATION:** The City’s migration to a new utility billing system (MUNIS) is on tract for Go Live in fall 2022. The Department is working on a communication strategy to update and engage with utility customers as to the impending change. The most significant customer impacts will be: (1) The assignment of new utility account numbers, (2) Customers set-up on automatic payment will need to re-enroll, and (3) Customers using their bank’s bill pay service will need to login to their bank to update what utility account number is referenced. There will be special information sent to each targeted group. Stay tuned for more on this!

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



	Current Year Budget	Year to Date Activity	Remaining Balance	% Used
110 - General Fund				
Taxes	\$ 12,450,940	\$ 12,418,966	\$ 31,974	100%
Intergovernmental	2,685,330	5,179,942	(2,494,612)	193%
Licenses and permits	169,850	258,666	(88,816)	152%
Charges for services	699,990	670,171	29,819	96%
Fines and forfeitures	315,000	153,402	161,598	49%
Investment revenue	91,000	12,474	78,526	14%
Other revenues	16,349,824	16,523,287	(173,463)	101%
Transfers in	4,637,855	3,912,061	725,794	84%
TOTAL REVENUES	\$ 37,399,789	\$ 39,128,970	\$ (1,729,181)	105%
Personnel services	\$ 10,076,512	\$ 8,541,744	\$ 1,534,768	85%
Materials and services	26,678,542	24,029,150	2,649,392	90%
Capital outlay	20,000	7,703	12,297	39%
Transfers out	6,284,917	3,586,927	2,697,990	57%
TOTAL EXPENDITURES	\$ 43,059,971	\$ 36,165,524	\$ 6,894,447	84%
610 - Fleet Fund				
Charges for services	\$ 1,489,124	\$ 1,489,110	\$ 14	100%
Investment revenue	7,500	2,407	5,093	32%
Other revenues	-	69,958	(69,958)	-
TOTAL REVENUES	\$ 1,496,624	\$ 1,561,475	\$ (64,851)	104%
Personnel services	\$ 826,900	\$ 746,105	\$ 80,795	90%
Materials and services	671,135	741,410	(70,275)	110%
Capital outlay	43,000	43,294	(294)	101%
Transfers out	2,400	2,400	-	100%
TOTAL EXPENDITURES	\$ 1,543,435	\$ 1,533,209	\$ 10,226	99%
230 - Building Inspection Fund				
Licenses and permits	\$ 1,060,463	\$ 2,338,777	\$ (1,278,314)	221%
Charges for services	11,700	10,140	1,560	87%
Investment revenue	12,000	5,334	6,666	44%
Transfers in	41,545	41,544	1	100%
TOTAL REVENUES	\$ 1,125,708	\$ 2,395,795	\$ (1,270,087)	213%
Personnel services	\$ 1,132,650	\$ 890,619	\$ 242,031	79%
Materials and services	176,948	204,359	(27,411)	115%
Transfers out	522,520	354,679	167,841	68%
TOTAL EXPENDITURES	\$ 1,832,118	\$ 1,449,657	\$ 382,461	79%
231 - Community Development Fund				
Intergovernmental	\$ 161,200	\$ 101,265	\$ 59,935	63%
Licenses and permits	593,446	1,267,369	(673,923)	214%
Charges for services	787,080	676,516	110,564	86%
Investment revenue	8,500	7,228	1,272	85%
Other revenues	250	79,677	(79,427)	31871%
Transfers in	2,684,204	1,739,003	945,201	65%
TOTAL REVENUES	\$ 4,234,680	\$ 3,871,058	\$ 363,622	91%
Personnel services	\$ 3,379,050	\$ 2,617,506	\$ 761,544	77%
Materials and services	783,614	727,244	56,370	93%
Transfers out	676,038	596,622	79,416	88%
TOTAL EXPENDITURES	\$ 4,838,702	\$ 3,941,372	\$ 897,330	81%
240 - Road Operating Fund				
Intergovernmental	\$ 1,995,223	\$ 1,767,615	\$ 227,608	89%
Investment revenue	12,500	5,399	7,101	43%
Other revenues	-	16,409	(16,409)	-
TOTAL REVENUES	\$ 2,007,723	\$ 1,789,424	\$ 218,299	89%
Personnel services	\$ 434,340	\$ 276,019	\$ 158,321	64%
Materials and services	495,930	381,850	114,080	77%
Capital outlay	13,000	-	13,000	0%
Debt service	27,400	8,934	18,466	33%
Transfers out	900,602	519,864	380,738	58%
TOTAL EXPENDITURES	\$ 1,871,272	\$ 1,186,666	\$ 684,606	63%

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



	Current Year Budget	Year to Date Activity	Remaining Balance	% Used
241 - Road Maintenance Fund				
Charges for services	\$ 2,150,000	\$ 2,304,394	\$ (154,394)	107%
Investment revenue	20,000	11,611	8,389	58%
TOTAL REVENUES	\$ 2,170,000	\$ 2,316,005	\$ (146,005)	107%
Transfers out	\$ 3,443,559	\$ 2,875,029	\$ 568,530	83%
TOTAL EXPENDITURES	\$ 3,443,559	\$ 2,875,029	\$ 568,530	83%
260 - Transit Fund				
Taxes	\$ 5,000,000	\$ 4,898,198	\$ 101,802	98%
Intergovernmental	3,964,104	3,637,035	327,069	92%
Charges for services	-	41,635	(41,635)	-
Fines and forfeitures	5,000	116,089	(111,089)	2322%
Investment revenue	75,000	10,595	64,405	14%
Other revenues	16,000	-	16,000	0%
TOTAL REVENUES	\$ 9,060,104	\$ 8,703,551	\$ 356,553	96%
Personnel services	\$ 4,386,050	\$ 3,677,099	\$ 708,951	84%
Materials and services	2,153,188	2,134,214	18,974	99%
Capital outlay	2,012,500	1,500,233	512,267	75%
Transfers out	669,447	585,519	83,928	87%
TOTAL EXPENDITURES	\$ 9,221,185	\$ 7,897,065	\$ 1,324,120	86%
510 - Water Operating Fund				
Charges for services	\$ 9,411,000	\$ 9,525,749	\$ (114,749)	101%
Investment revenue	150,000	39,098	110,902	26%
Other revenues	12,000	69,344	(57,344)	578%
TOTAL REVENUES	\$ 9,573,000	\$ 9,634,168	\$ (61,168)	101%
Personnel services	\$ 647,150	\$ 426,065	\$ 221,085	66%
Materials and services	4,566,421	3,531,666	1,034,755	77%
Capital outlay	311,400	111,982	199,418	36%
Debt service	28,500	20,981	7,519	74%
Transfers out	12,858,541	3,534,642	9,323,899	27%
TOTAL EXPENDITURES	\$ 18,412,012	\$ 7,625,336	\$ 10,786,676	41%
520 - Sewer Operating Fund				
Charges for services	\$ 8,275,000	\$ 8,001,802	\$ 273,198	97%
Investment revenue	160,000	33,458	126,542	21%
Other revenues	30,000	28,581	1,419	95%
Loan proceeds	-	7,270	(7,270)	-
Transfers in	600,000	600,000	-	100%
TOTAL REVENUES	\$ 9,065,000	\$ 8,671,110	\$ 393,890	96%
Personnel services	\$ 394,580	\$ 312,799	\$ 81,781	79%
Materials and services	3,740,830	3,132,257	608,573	84%
Capital outlay	369,100	-	369,100	0%
Debt service	2,642,900	2,604,645	38,255	99%
Transfers out	5,711,762	3,442,149	2,269,613	60%
TOTAL EXPENDITURES	\$ 12,859,172	\$ 9,491,850	\$ 3,367,322	74%
550 - Street Lighting Fund				
Intergovernmental	\$ -	\$ 65,812	\$ (65,812)	-
Charges for services	536,650	555,832	(19,182)	104%
Investment revenue	8,500	3,020	5,481	36%
TOTAL REVENUES	\$ 545,150	\$ 624,664	\$ (79,514)	115%
Materials and services	\$ 384,030	\$ 258,903	\$ 125,127	67%
Transfers out	1,045,000	81,587	963,413	8%
TOTAL EXPENDITURES	\$ 1,429,030	\$ 340,491	\$ 1,088,539	24%
570 - Stormwater Operating Fund				
Charges for services	\$ 3,440,000	\$ 3,512,424	\$ (72,424)	102%
Investment revenue	15,000	10,417	4,583	69%
Other revenues	-	9,256	(9,256)	-
TOTAL REVENUES	\$ 3,455,000	\$ 3,532,096	\$ (77,096)	102%
Personnel services	\$ 283,420	\$ 211,964	\$ 71,456	75%
Materials and services	788,536	541,439	247,097	69%
Capital outlay	107,000	-	107,000	0%
Debt service	542,700	533,285	9,416	98%
Transfers out	2,337,434	1,554,889	782,545	67%
TOTAL EXPENDITURES	\$ 4,059,090	\$ 2,841,577	\$ 1,217,513	70%

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



	Current Year Budget	Year to Date Activity	Remaining Balance	% Used
336 - Frog Pond Development				
Licenses and permits	\$ 3,058,188	\$ 975,519	\$ 2,082,669	32%
Investment revenue	3,000	3,593	(593)	120%
TOTAL REVENUES	\$ 3,061,188	\$ 979,112	\$ 2,082,076	32%
Materials and services	\$ 8,320	\$ 3,937	\$ 4,383	47%
TOTAL EXPENDITURES	\$ 8,320	\$ 3,937	\$ 4,383	47%
348 - Washington County TDT				
Washington County TDT	\$ -	\$ 161,129	\$ (161,129)	-
Investment revenue	1,850	724	1,126	39%
Transfers in	394,715	394,715	-	100%
TOTAL REVENUES	\$ 396,565	\$ 556,568	\$ (160,003)	140%
TOTAL EXPENDITURES	\$ -	\$ -	\$ -	-
346 - Roads SDC				
System Development Charges	\$ 1,202,131	\$ 1,501,860	\$ (299,729)	125%
Investment revenue	43,500	19,860	23,640	46%
TOTAL REVENUES	\$ 1,245,631	\$ 1,521,720	\$ (276,089)	122%
Materials and services	\$ 41,470	\$ 19,625	\$ 21,845	47%
Transfers out	8,961,649	1,566,541	7,395,108	17%
TOTAL EXPENDITURES	\$ 9,003,119	\$ 1,586,166	\$ 7,416,953	18%
396 - Parks SDC				
System Development Charges	\$ 554,418	\$ 305,140	\$ 249,278	55%
Investment revenue	35,000	7,373	27,627	21%
TOTAL REVENUES	\$ 589,418	\$ 312,514	\$ 276,904	53%
Materials and services	\$ 16,890	\$ 7,993	\$ 8,897	47%
Transfers out	2,097,960	475,966	1,621,994	23%
TOTAL EXPENDITURES	\$ 2,114,850	\$ 483,959	\$ 1,630,891	23%
516 - Water SDC				
System Development Charges	\$ 873,600	\$ 747,277	\$ 126,323	86%
Investment revenue	37,500	16,030	21,470	43%
Other revenues	7,000,000	7,046,000	(46,000)	101%
TOTAL REVENUES	\$ 7,911,100	\$ 7,809,307	\$ 101,793	99%
Materials and services	\$ 25,940	\$ 12,276	\$ 13,664	47%
Debt service	485,000	84,012	400,988	17%
Transfers out	10,022,053	755,164	9,266,889	8%
TOTAL EXPENDITURES	\$ 10,532,993	\$ 851,452	\$ 9,681,541	8%
526 - Sewer SDC				
System Development Charges	\$ 506,270	\$ 711,678	\$ (205,408)	141%
Investment revenue	50,000	8,535	41,465	17%
TOTAL REVENUES	\$ 556,270	\$ 720,213	\$ (163,943)	129%
Materials and services	\$ 22,050	\$ 10,435	\$ 11,615	47%
Transfers out	3,175,646	1,718,086	1,457,560	54%
TOTAL EXPENDITURES	\$ 3,197,696	\$ 1,728,521	\$ 1,469,175	54%
576 - Stormwater SDC				
System Development Charges	\$ 213,310	\$ 240,014	\$ (26,704)	113%
Investment revenue	15,000	6,208	8,792	41%
TOTAL REVENUES	\$ 228,310	\$ 246,222	\$ (17,912)	108%
Materials and services	\$ 5,750	\$ 2,721	\$ 3,029	47%
Transfers out	366,224	137,344	228,880	38%
TOTAL EXPENDITURES	\$ 371,974	\$ 140,065	\$ 231,909	38%

	Current Year Budget	Year to Date Activity	Remaining Balance	% Used
800 - Year 2000 Program Income				
Investment revenue	\$ 6,500	\$ 2,109	\$ 4,391	32%
Other revenues	150,000	35,990	114,010	24%
TOTAL REVENUES	\$ 156,500	\$ 38,099	\$ 118,401	24%
Materials and services	\$ 90,200	\$ 59,516	\$ 30,684	66%
TOTAL EXPENDITURES	\$ 90,200	\$ 59,516	\$ 30,684	66%
805 - Year 2000 Capital Projects				
Investment revenue	\$ 75,000	\$ 36,412	\$ 38,588	49%
Other revenues	9,811,524	9,811,524	-	100%
TOTAL REVENUES	\$ 9,886,524	\$ 9,847,936	\$ 38,588	100%
Materials and services	\$ 690,160	\$ 499,364	\$ 190,796	72%
Capital outlay	11,762,798	3,101,580	8,661,218	26%
TOTAL EXPENDITURES	\$ 12,452,958	\$ 3,600,944	\$ 8,852,014	29%
807 - Year 2000 Debt Service				
Taxes	\$ 4,074,200	\$ 4,001,651	\$ 72,549	98%
Investment revenue	40,000	1,940	38,060	5%
TOTAL REVENUES	\$ 4,114,200	\$ 4,003,591	\$ 110,609	97%
Debt service	\$ 10,412,524	\$ 10,403,473	\$ 9,051	100%
TOTAL EXPENDITURES	\$ 10,412,524	\$ 10,403,473	\$ 9,051	100%
810 - Westside Program Income				
Investment revenue	\$ 1,000	\$ 67	\$ 933	7%
TOTAL REVENUES	\$ 1,000	\$ 67	\$ 933	7%
815 - Westside Capital Projects				
Investment revenue	\$ 6,500	\$ 10,435	\$ (3,935)	161%
Other revenues	6,400,000	6,400,000	-	100%
TOTAL REVENUES	\$ 6,406,500	\$ 6,410,435	\$ (3,935)	100%
Materials and services	\$ 368,780	\$ 309,519	\$ 59,261	84%
Capital outlay	470,000	-	470,000	0%
TOTAL EXPENDITURES	\$ 838,780	\$ 309,519	\$ 529,261	37%
817 - Westside Debt Service				
Taxes	\$ 5,084,500	\$ 4,986,757	\$ 97,743	98%
Investment revenue	77,500	37,863	39,637	49%
TOTAL REVENUES	\$ 5,162,000	\$ 5,024,621	\$ 137,379	97%
Debt service	\$ 18,809,044	\$ 17,917,310	\$ 891,734	95%
TOTAL EXPENDITURES	\$ 18,809,044	\$ 17,917,310	\$ 891,734	95%
825 - Coffee Creek Capital Projects				
Investment revenue	\$ 13,500	\$ 1,095	\$ 12,405	8%
TOTAL REVENUES	\$ 13,500	\$ 1,095	\$ 12,405	8%
Materials and services	\$ 173,880	\$ 158,360	\$ 15,520	91%
Capital outlay	175,000	6,881	168,119	4%
TOTAL EXPENDITURES	\$ 348,880	\$ 165,241	\$ 183,639	47%
827 - Coffee Creek Debt Service				
Taxes	\$ 350,700	\$ 314,031	\$ 36,669	90%
Investment revenue	1,000	(254)	1,254	-25%
TOTAL REVENUES	\$ 351,700	\$ 313,777	\$ 37,923	89%
Debt service	\$ 280,000	\$ 278,345	\$ 1,655	99%
TOTAL EXPENDITURES	\$ 280,000	\$ 278,345	\$ 1,655	99%