



MARCH MONTHLY REPORT

FINANCE—The department where everyone counts

- **CIVICS ACADEMY:** The Finance Department was happy to showcase our department this month as a part of the Civics Academy. For this presentation, we discussed the wide variety of duties we encompass as a department: Accounts Payable, Utility Billing, Treasury, Debt, Financial Planning, accounting, and more. We took deeper dives exploring: culture, mission, core values, and key objectives of the department; with safeguarding the City's assets as forefront. Further, we provided an introduction/primer of "fund accounting" and the annual budget process. As a component to this, we try to make this as engaging and interactive as possible, and look forward to in-person presentations next year!
- **BUDGET 2022-23 :** Our Accounting team is still quite busy with budget preparation. As we noted in our presentation at the Civics Academy, we budget officially at a point in time with the best information at hand but really practice an active continuous planning process all year long. We are on track for delivery to printer on April 21. The first Budget Committee Meeting will be held May 18.
- **NEW ACCOUNTANT:** The City is excited to have Vania Heberlein back as our Accountant. After an extended period away; engaging with life, liberty, family matters, and the pursuit a variety of other interests, Vania brings back her over eleven years of experience with the City, specifically in this role. Her technical accounting knowledge, analytical acumen, systemic thinking, and her social astuteness make her a tremendous asset both to the department and our organization. In addition to her strong analytical and accounting background, Vania is also very involved in our local community. Congratulations, Vania! A big win for the City, indeed.
- **STAFFING:** The department has one remaining opening, for an Accounting Technician. We're now in the final stages of this recruitment process and are hoping to have this position filled shortly!
- **CREDIT CARD POLICY UPDATE:** The City is preparing to institute a 3% charge on credit cards for permitting, business licensing, and transit tax, which will go into effect this July. In order to avoid the charge, customers will be able to remit payments online by E-check or through mail by regular check or in person with cash or check. Credit Card use for Utility payment will continue to be free, however we are switching merchant provider to INVOICE CLOUD, which has a reduced fee (lower negotiated interchange rate specific for utility) and added bonus a much more engaging customer experience for online payments.
- **ATTACHED Monthly (MARCH) FINANCIALS:** FINANCE continues to monitor all departments for on-going budget compliance.

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



	Current Year Budget	Year to Date Activity	Remaining Balance	% Used
110 - General Fund				
Taxes	\$ 12,450,940	\$ 9,935,173	\$ 2,515,767	80%
Intergovernmental	2,685,330	4,980,968	(2,295,638)	185%
Licenses and permits	169,850	154,326	15,524	91%
Charges for services	699,990	404,104	295,886	58%
Fines and forfeitures	315,000	110,623	204,377	35%
Investment revenue	91,000	8,359	82,641	9%
Other revenues	16,349,824	16,450,438	(100,614)	101%
Transfers in	4,637,855	3,073,467	1,564,388	66%
TOTAL REVENUES	\$ 37,399,789	\$ 35,117,459	\$ 2,282,330	94%
Personnel services	\$ 10,076,512	\$ 6,168,947	\$ 3,907,565	61%
Materials and services	26,678,542	21,491,656	5,186,886	81%
Capital outlay	20,000	-	20,000	0%
Transfers out	5,874,077	973,138	4,900,939	17%
TOTAL EXPENDITURES	\$ 42,649,131	\$ 28,633,740	\$ 14,015,391	67%
610 - Fleet Fund				
Charges for services	\$ 1,489,124	\$ 1,116,833	\$ 372,292	75%
Investment revenue	7,500	2,407	5,093	32%
TOTAL REVENUES	\$ 1,496,624	\$ 1,189,197	\$ 307,427	79%
Personnel services	\$ 826,900	\$ 550,494	\$ 276,406	67%
Materials and services	671,135	553,016	118,119	82%
Transfers out	2,400	1,800	600	75%
TOTAL EXPENDITURES	\$ 1,543,435	\$ 1,148,218	\$ 395,217	74%
230 - Building Inspection Fund				
Licenses and permits	\$ 1,060,463	\$ 1,991,630	\$ (931,167)	188%
Charges for services	11,700	7,215	4,485	62%
Investment revenue	12,000	5,334	6,666	44%
Transfers in	41,545	31,158	10,387	75%
TOTAL REVENUES	\$ 1,125,708	\$ 2,035,336	\$ (909,628)	181%
Personnel services	\$ 1,132,650	\$ 624,511	\$ 508,139	55%
Materials and services	176,948	171,617	5,331	97%
Transfers out	522,520	263,862	258,658	50%
TOTAL EXPENDITURES	\$ 1,832,118	\$ 1,059,989	\$ 772,129	58%
231 - Community Development Fund				
Intergovernmental	\$ 161,200	\$ 101,265	\$ 59,935	63%
Licenses and permits	593,446	944,778	(351,332)	159%
Charges for services	787,080	502,790	284,290	64%
Investment revenue	8,500	7,228	1,272	85%
Other revenues	250	87,507	(87,257)	35003%
Transfers in	2,684,204	1,301,896	1,382,308	49%
TOTAL REVENUES	\$ 4,234,680	\$ 2,945,464	\$ 1,289,216	70%
Personnel services	\$ 3,379,050	\$ 1,838,322	\$ 1,540,728	54%
Materials and services	783,614	484,373	299,241	62%
Transfers out	676,038	449,352	226,686	66%
TOTAL EXPENDITURES	\$ 4,838,702	\$ 2,772,047	\$ 2,066,655	57%
240 - Road Operating Fund				
Intergovernmental	\$ 1,995,223	\$ 1,259,464	\$ 735,759	63%
Investment revenue	12,500	5,399	7,101	43%
Other revenues	-	4,931	(4,931)	-
TOTAL REVENUES	\$ 2,007,723	\$ 1,269,794	\$ 737,929	63%
Personnel services	\$ 434,340	\$ 210,150	\$ 224,190	48%
Materials and services	495,930	284,787	211,143	57%
Capital outlay	13,000	-	13,000	0%
Debt service	27,400	-	27,400	0%
Transfers out	900,602	407,102	493,500	45%
TOTAL EXPENDITURES	\$ 1,871,272	\$ 902,039	\$ 969,233	48%

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



	Current Year Budget	Year to Date Activity	Remaining Balance	% Used
241 - Road Maintenance Fund				
Charges for services	\$ 2,150,000	\$ 1,712,405	\$ 437,595	80%
Investment revenue	20,000	11,611	8,389	58%
TOTAL REVENUES	\$ 2,170,000	\$ 1,724,016	\$ 445,984	79%
Transfers out	\$ 3,443,559	\$ 2,814,321	\$ 629,238	82%
TOTAL EXPENDITURES	\$ 3,443,559	\$ 2,814,321	\$ 629,238	82%
260 - Transit Fund				
Taxes	\$ 5,000,000	\$ 4,604,869	\$ 395,131	92%
Intergovernmental	3,964,104	2,732,524	1,231,580	69%
Charges for services	-	26,143	(26,143)	-
Fines and forfeitures	5,000	97,222	(92,222)	1944%
Investment revenue	75,000	10,595	64,405	14%
Other revenues	16,000	-	16,000	0%
TOTAL REVENUES	\$ 9,060,104	\$ 7,471,353	\$ 1,588,751	82%
Personnel services	\$ 4,386,050	\$ 2,675,059	\$ 1,710,991	61%
Materials and services	2,153,188	1,475,652	677,536	69%
Capital outlay	2,012,500	1,366,759	645,741	68%
Transfers out	669,447	439,212	230,235	66%
TOTAL EXPENDITURES	\$ 9,221,185	\$ 5,956,683	\$ 3,264,502	65%
510 - Water Operating Fund				
Charges for services	\$ 9,411,000	\$ 8,033,709	\$ 1,377,291	85%
Investment revenue	150,000	39,098	110,902	26%
Other revenues	12,000	38,377	(26,377)	320%
TOTAL REVENUES	\$ 9,573,000	\$ 8,111,183	\$ 1,461,817	85%
Personnel services	\$ 647,150	\$ 299,910	\$ 347,240	46%
Materials and services	4,566,421	2,601,399	1,965,022	57%
Capital outlay	311,400	72,835	238,565	23%
Debt service	28,500	-	28,500	0%
Transfers out	12,858,541	989,774	11,868,767	8%
TOTAL EXPENDITURES	\$ 18,412,012	\$ 3,963,917	\$ 14,448,095	22%
520 - Sewer Operating Fund				
Charges for services	\$ 8,275,000	\$ 6,026,996	\$ 2,248,004	73%
Fines and forfeitures	-	47,716	(47,716)	-
Investment revenue	160,000	33,458	126,542	21%
Other revenues	30,000	21,029	8,971	70%
Transfers in	600,000	600,000	-	100%
TOTAL REVENUES	\$ 9,065,000	\$ 6,729,198	\$ 2,335,802	74%
Personnel services	\$ 394,580	\$ 205,939	\$ 188,641	52%
Materials and services	3,740,830	2,344,268	1,396,562	63%
Capital outlay	369,100	-	369,100	0%
Debt service	2,642,900	173,603	2,469,297	7%
Transfers out	5,711,762	1,096,868	4,614,894	19%
TOTAL EXPENDITURES	\$ 12,859,172	\$ 3,820,678	\$ 9,038,494	30%
550 - Street Lighting Fund				
Intergovernmental	\$ -	\$ 65,812	\$ (65,812)	-
Charges for services	536,650	416,044	120,606	78%
Investment revenue	8,500	3,020	5,481	36%
TOTAL REVENUES	\$ 545,150	\$ 484,876	\$ 60,274	89%
Materials and services	\$ 384,030	\$ 190,429	\$ 193,601	50%
Transfers out	1,045,000	53,408	991,592	5%
TOTAL EXPENDITURES	\$ 1,429,030	\$ 243,837	\$ 1,185,193	17%
570 - Stormwater Operating Fund				
Charges for services	\$ 3,440,000	\$ 2,633,411	\$ 806,589	77%
Investment revenue	15,000	10,417	4,583	69%
TOTAL REVENUES	\$ 3,455,000	\$ 2,643,827	\$ 811,173	77%
Personnel services	\$ 283,420	\$ 150,705	\$ 132,715	53%
Materials and services	788,536	400,709	387,827	51%
Capital outlay	107,000	-	107,000	0%
Debt service	542,700	515,100	27,601	95%
Transfers out	2,337,434	1,328,159	1,009,275	57%
TOTAL EXPENDITURES	\$ 4,059,090	\$ 2,394,672	\$ 1,664,418	59%

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



	Current Year Budget	Year to Date Activity	Remaining Balance	% Used
336 - Frog Pond Development				
Licenses and permits	\$ 3,058,188	\$ 952,112	\$ 2,106,076	31%
Investment revenue	3,000	3,593	(593)	120%
TOTAL REVENUES	\$ 3,061,188	\$ 955,705	\$ 2,105,483	31%
Materials and services	\$ 8,320	\$ 16,084	\$ (7,764)	193%
Transfers out	-	-	-	-
TOTAL EXPENDITURES	\$ 8,320	\$ 16,084	\$ (7,764)	193%
346 - Roads SDC				
System Development Charges	\$ 1,202,131	\$ 1,648,834	\$ (446,703)	137%
Investment revenue	43,500	19,860	23,640	46%
TOTAL REVENUES	\$ 1,245,631	\$ 1,668,694	\$ (423,063)	134%
Materials and services	\$ 41,470	\$ 12,501	\$ 28,969	30%
Transfers out	8,566,934	771,379	7,795,555	9%
TOTAL EXPENDITURES	\$ 8,608,404	\$ 783,881	\$ 7,824,523	9%
396 - Parks SDC				
System Development Charges	\$ 554,418	\$ 298,596	\$ 255,822	54%
Investment revenue	35,000	7,354	27,646	21%
TOTAL REVENUES	\$ 589,418	\$ 305,951	\$ 283,467	52%
Materials and services	\$ 16,890	\$ 3,469	\$ 13,421	21%
Transfers out	2,097,960	367,027	1,730,934	17%
TOTAL EXPENDITURES	\$ 2,114,850	\$ 370,495	\$ 1,744,355	18%
516 - Water SDC				
System Development Charges	\$ 873,600	\$ 577,154	\$ 296,446	66%
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	\$ 7,639,184	\$ 271,916	97%
Materials and services	\$ 25,940	\$ 9,492	\$ 16,448	37%
Debt service	485,000	26,000	459,000	5%
Transfers out	10,022,053	127,517	9,894,536	1%
TOTAL EXPENDITURES	\$ 10,532,993	\$ 163,009	\$ 10,369,984	2%
526 - Sewer SDC				
System Development Charges	\$ 506,270	\$ 689,147	\$ (182,877)	136%
Investment revenue	50,000	8,535	41,465	17%
TOTAL REVENUES	\$ 556,270	\$ 697,681	\$ (141,411)	125%
Materials and services	\$ 22,050	\$ 5,122	\$ 16,928	23%
Transfers out	3,175,646	1,462,317	1,713,329	46%
TOTAL EXPENDITURES	\$ 3,197,696	\$ 1,467,439	\$ 1,730,257	46%
576 - Stormwater SDC				
System Development Charges	\$ 213,310	\$ 237,231	\$ (23,921)	111%
Investment revenue	15,000	6,208	8,792	41%
TOTAL REVENUES	\$ 228,310	\$ 243,439	\$ (15,129)	107%
Materials and services	\$ 5,750	\$ 1,730	\$ 4,020	30%
Transfers out	366,224	103,433	262,791	28%
TOTAL EXPENDITURES	\$ 371,974	\$ 105,163	\$ 266,811	28%

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



	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	31,032	118,968	21%
TOTAL REVENUES	\$ 156,500	\$ 33,141	\$ 123,359	21%
Materials and services	\$ 90,200	\$ 54,642	\$ 35,558	61%
TOTAL EXPENDITURES	\$ 90,200	\$ 54,642	\$ 35,558	61%
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	\$ 329,227	\$ 360,933	48%
Capital outlay	11,762,798	1,595,550	10,167,248	14%
TOTAL EXPENDITURES	\$ 12,452,958	\$ 1,924,777	\$ 10,528,181	15%
807 - Year 2000 Debt Service				
Taxes	\$ 4,074,200	\$ 3,801,001	\$ 273,199	93%
Investment revenue	40,000	(279)	40,279	-1%
TOTAL REVENUES	\$ 4,114,200	\$ 3,800,723	\$ 313,477	92%
Debt service	\$ 10,412,524	\$ 9,905,079	\$ 507,445	95%
TOTAL EXPENDITURES	\$ 10,412,524	\$ 9,905,079	\$ 507,445	95%
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	\$ 230,163	\$ 138,617	62%
Capital outlay	470,000	-	470,000	0%
TOTAL EXPENDITURES	\$ 838,780	\$ 230,163	\$ 608,617	27%
817 - Westside Debt Service				
Taxes	\$ 5,084,500	\$ 4,736,925	\$ 347,575	93%
Investment revenue	77,500	35,226	42,274	45%
TOTAL REVENUES	\$ 5,162,000	\$ 4,772,151	\$ 389,849	92%
Debt service	\$ 18,809,044	\$ 17,035,583	\$ 1,773,461	91%
TOTAL EXPENDITURES	\$ 18,809,044	\$ 17,035,583	\$ 1,773,461	91%
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	\$ 121,145	\$ 52,735	70%
TOTAL EXPENDITURES	\$ 348,880	\$ 125,945	\$ 222,935	36%
827 - Coffee Creek Debt Service				
Taxes	\$ 350,700	\$ 302,086	\$ 48,614	86%
Investment revenue	1,000	(307)	1,307	-31%
TOTAL REVENUES	\$ 351,700	\$ 301,778	\$ 49,922	86%
Debt service	\$ 280,000	\$ 139,335	\$ 140,665	50%
TOTAL EXPENDITURES	\$ 280,000	\$ 139,335	\$ 140,665	50%