



# November Monthly Report

*FINANCE—The department where everyone counts*

- **ANNUAL COMPREHENSIVE FINANCE REPORT (ACFR):** The ACFR is the City's signature year-end financial report and we are close to completion. It provides a complete, audited, and transparent look at the City's financial health—showing how public money was managed, what resources the City has, what it owes, and how it performed over the past year. Because it follows strict accounting and audit standards, the ACFR helps build public trust, supports better policy and budget decisions, and is an important tool for credit rating agencies when evaluating the City's financial strength. It also serves as a valuable long-term record, helping us track financial trends, understand major liabilities like pensions and debt, and support future planning.

Producing the ACFR takes several months after the fiscal year ends because it's a highly detailed and audited document that relies on many moving parts. Closing the book, reconciling accounts, and finalizing all year-end activity—is a big undertaking. The report must also meet rigorous Generally Accepted Accounting Principles (GAAP) and Government Accounting Standards Board (GASB) reporting requirements and include extensive notes, schedules, and historical data. On top of that, external auditors review the information, test internal controls, and verify balances, which often involves multiple rounds of follow-up. Some key pieces—like pension and Post-Employment Benefits (OPEB) actuarial reports, capital project updates, and depreciation schedules—aren't available right away and can add to the timeline. All of these steps make the ACFR a complex, citywide effort that naturally takes several months to complete accurately and responsibly. A special thanks to Dillon Jenkins, the City's Senior Accountant, for shepherding us through this process.

- **PARKS MAINTENANCE FEE:** The department is working in conjunction with the Parks and Recreation department in preparing additional information and updated proposal that emphasizes transparency, keeps any residential fee low, and reimagines a non-residential (commercial/industrial) fee structure. The discussion will return for additional Council consideration in the new year.
- **MANAGING the “Wild Card”: Attrition's Influence on Budget, Actuals, and Forecasts:** The City currently has several vacant positions, and some context may help explain how this influences City finances. When positions go unfilled, payroll costs go down, which can make the budget look better in the short term. But those vacancies also tend to slow down day-to-day operations and delay key projects—especially in the Capital Improvement Program. When that happens, planned spending and fund transfers often get pushed into future periods.

This makes our financial forecasts harder to predict, and those delayed costs can end up being higher due to inflation, market changes, or contractor timing. Over the long run, too much attrition can impact service levels and create a less accurate picture of both current budget results and long-term planning. While we do our best to account for attrition in our financial models, it remains a bit of a wild card and can lead to differences between budgeted, actual, and forecasted amounts.

- **Attached Financials:** Finance continues to monitor all departments for on-going budget compliance.

	Current Year Budget	Year to Date Activity	Remaining Balance	% Used
<b>110 - General Fund</b>				
Taxes	\$ 17,528,500	\$ 8,315,179	\$ 9,213,321	47%
Intergovernmental	3,254,985	261,446	2,993,539	8%
Licenses and permits	171,700	112,233	59,467	65%
Charges for services	384,102	191,610	192,492	50%
Fines and forfeitures	180,000	67,728	112,272	38%
Investment revenue	531,000	257,610	273,390	49%
Other revenues	675,650	587,247	88,403	87%
Transfers in	6,477,241	2,338,194	4,139,047	36%
<b>TOTAL REVENUES</b>	<b>\$ 29,203,178</b>	<b>\$ 12,131,246</b>	<b>\$ 17,071,932</b>	<b>42%</b>
Personnel services	\$ 14,095,430	\$ 5,034,978	\$ 9,060,452	36%
Materials and services	14,992,012	5,497,461	9,494,551	37%
Capital outlay	135,000	78,604	56,396	58%
Transfers out	6,049,658	438,678	5,610,980	7%
<b>TOTAL EXPENDITURES</b>	<b>\$ 35,272,100</b>	<b>\$ 11,049,720</b>	<b>\$ 24,222,380</b>	<b>31%</b>
<b>610 - Fleet Fund</b>				
Charges for services	\$ 1,933,368	\$ 805,570	\$ 1,127,798	42%
Investment revenue	48,000	15,488	32,512	32%
<b>TOTAL REVENUES</b>	<b>\$ 1,981,368</b>	<b>\$ 833,123</b>	<b>\$ 1,148,245</b>	<b>42%</b>
Personnel services	\$ 1,155,130	\$ 379,559	\$ 775,571	33%
Materials and services	840,440	314,684	525,756	37%
Capital outlay	532,000	106,677	425,323	20%
<b>TOTAL EXPENDITURES</b>	<b>\$ 2,527,570</b>	<b>\$ 800,921</b>	<b>\$ 1,726,649</b>	<b>32%</b>
<b>230 - Building Inspection Fund</b>				
Licenses and permits	\$ 952,000	\$ 405,924	\$ 546,076	43%
Investment revenue	157,000	57,911	99,089	37%
<b>TOTAL REVENUES</b>	<b>\$ 1,109,000</b>	<b>\$ 463,835</b>	<b>\$ 645,165</b>	<b>42%</b>
Personnel services	\$ 1,148,520	\$ 350,623	\$ 797,897	31%
Materials and services	243,155	34,813	208,342	14%
Transfers out	422,808	176,170	246,638	42%
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,814,483</b>	<b>\$ 561,607</b>	<b>\$ 1,252,876</b>	<b>31%</b>
<b>231 - Community Development Fund</b>				
Licenses and permits	\$ 446,718	\$ 351,757	\$ 94,961	79%
Charges for services	457,002	99,820	357,182	22%
Intergovernmental	598,995	-	598,995	0%
Investment revenue	93,000	35,154	57,846	38%
Transfers in	4,627,515	1,121,412	3,506,103	24%
<b>TOTAL REVENUES</b>	<b>\$ 6,223,230</b>	<b>\$ 1,608,143</b>	<b>\$ 4,615,087</b>	<b>26%</b>
Personnel services	\$ 3,995,690	\$ 1,411,911	\$ 2,583,779	35%
Materials and services	1,031,820	357,294	674,526	35%
Transfers out	1,170,209	281,000	889,209	24%
<b>TOTAL EXPENDITURES</b>	<b>\$ 6,197,719</b>	<b>\$ 2,050,205</b>	<b>\$ 4,147,514</b>	<b>33%</b>
<b>240 - Road Operating Fund</b>				
Intergovernmental	\$ 2,181,000	\$ 554,737	\$ 1,626,263	25%
Investment revenue	26,000	12,452	13,548	48%
Transfers in	509,940	16,667	493,273	3%
<b>TOTAL REVENUES</b>	<b>\$ 2,716,940</b>	<b>\$ 583,856</b>	<b>\$ 2,133,084</b>	<b>21%</b>
Personnel services	\$ 608,120	\$ 169,777	\$ 438,343	28%
Materials and services	754,894	313,608	441,286	42%
Capital outlay	44,850	-	44,850	0%
Debt service	360,000	41,603	318,397	12%
Transfers out	1,420,588	208,255	1,212,333	15%
<b>TOTAL EXPENDITURES</b>	<b>\$ 3,188,452</b>	<b>\$ 733,244</b>	<b>\$ 2,455,208</b>	<b>23%</b>

	Current Year Budget	Year to Date Activity	Remaining Balance	% Used
<b>241 - Road Maintenance Fund</b>				
Charges for services	\$ 2,661,000	\$ 947,788	\$ 1,713,212	36%
Investment revenue	172,000	63,341	108,659	37%
<b>TOTAL REVENUES</b>	<b>\$ 2,833,000</b>	<b>\$ 1,011,130</b>	<b>\$ 1,821,870</b>	<b>36%</b>
Transfers out	\$ 3,081,080	\$ 1,245,245	\$ 1,835,835	40%
<b>TOTAL EXPENDITURES</b>	<b>\$ 3,081,080</b>	<b>\$ 1,245,245</b>	<b>\$ 1,835,835</b>	<b>40%</b>
<b>260 - Transit Fund</b>				
Taxes	\$ 6,300,000	\$ 1,420,598	\$ 4,879,402	23%
Intergovernmental	2,757,000	1,460,508	1,296,492	53%
Charges for services	20,000	8,341	11,659	42%
Investment revenue	698,000	212,865	485,135	30%
Other revenues	21,000	6,367	14,633	30%
<b>TOTAL REVENUES</b>	<b>\$ 9,796,000</b>	<b>\$ 3,108,679</b>	<b>\$ 6,687,321</b>	<b>32%</b>
Personnel services	\$ 5,871,460	\$ 1,823,756	\$ 4,047,704	31%
Materials and services	2,914,658	1,059,394	1,855,264	36%
Capital outlay	1,158,000	2,539	1,155,461	0%
Transfers out	3,062,248	1,467,982	1,594,266	48%
<b>TOTAL EXPENDITURES</b>	<b>\$ 13,006,366</b>	<b>\$ 4,353,672</b>	<b>\$ 8,652,694</b>	<b>33%</b>
<b>510 - Water Operating Fund</b>				
Charges for services	\$ 10,864,000	\$ 4,881,720	\$ 5,982,280	45%
Investment revenue	412,000	173,570	238,430	42%
Other revenues	40,000	15,009	24,991	38%
<b>TOTAL REVENUES</b>	<b>\$ 11,316,000</b>	<b>\$ 5,070,298</b>	<b>\$ 6,245,702</b>	<b>45%</b>
Personnel services	\$ 753,650	\$ 177,304	\$ 576,346	24%
Materials and services	5,285,211	1,117,962	4,167,249	21%
Capital outlay	2,204,493	321,004	1,883,489	15%
Debt service	375,000	43,273	331,727	12%
Transfers out	3,700,814	570,449	3,130,365	15%
<b>TOTAL EXPENDITURES</b>	<b>\$ 12,319,168</b>	<b>\$ 2,229,992</b>	<b>\$ 10,089,176</b>	<b>18%</b>
<b>520 - Sewer Operating Fund</b>				
Charges for services	\$ 7,833,000	\$ 2,651,582	\$ 5,181,418	34%
Investment revenue	380,000	134,003	245,997	35%
Other revenues	31,500	10,036	21,464	32%
Loan proceeds	10,500,000	-	10,500,000	0%
Transfers in	600,000	-	600,000	0%
<b>TOTAL REVENUES</b>	<b>\$ 19,344,500</b>	<b>\$ 2,795,621</b>	<b>\$ 16,548,879</b>	<b>14%</b>
Personnel services	\$ 505,250	\$ 161,961	\$ 343,289	32%
Materials and services	4,729,522	1,252,309	3,477,213	26%
Capital outlay	114,850	-	114,850	0%
Debt service	2,886,000	29,456	2,856,544	1%
Transfers out	13,823,655	892,534	12,931,121	6%
<b>TOTAL EXPENDITURES</b>	<b>\$ 22,059,277</b>	<b>\$ 2,336,260</b>	<b>\$ 19,723,017</b>	<b>11%</b>
<b>550 - Street Lighting Fund</b>				
Charges for services	\$ 559,000	\$ 187,781	\$ 371,219	34%
Investment revenue	34,000	13,768	20,232	40%
<b>TOTAL REVENUES</b>	<b>\$ 593,000</b>	<b>\$ 202,549</b>	<b>\$ 390,451</b>	<b>34%</b>
Materials and services	\$ 367,290	\$ 78,093	\$ 289,197	21%
Transfers out	1,280,827	65,383	1,215,444	5%
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,648,117</b>	<b>\$ 143,476</b>	<b>\$ 1,504,641</b>	<b>9%</b>
<b>570 - Stormwater Operating Fund</b>				
Charges for services	\$ 3,581,000	\$ 1,206,927	\$ 2,374,073	34%
Investment revenue	242,000	82,843	159,157	34%
<b>TOTAL REVENUES</b>	<b>\$ 3,823,000</b>	<b>\$ 1,289,770</b>	<b>\$ 2,533,230</b>	<b>34%</b>
Personnel services	\$ 480,980	\$ 117,123	\$ 363,857	24%
Materials and services	848,994	178,387	670,607	21%
Capital outlay	44,850	-	44,850	0%
Debt service	325,000	37,504	287,496	12%
Transfers out	4,759,006	576,149	4,182,857	12%
<b>TOTAL EXPENDITURES</b>	<b>\$ 6,458,830</b>	<b>\$ 909,162</b>	<b>\$ 5,549,668</b>	<b>14%</b>

	Current Year Budget	Year to Date Activity	Remaining Balance	% Used
<b>336 - Frog Pond Development</b>				
Licenses and permits	\$ 2,500,000	\$ 697,400	\$ 1,802,601	28%
Investment revenue	27,000	55,899	(28,899)	207%
<b>TOTAL REVENUES</b>	<b>\$ 2,527,000</b>	<b>\$ 753,298</b>	<b>\$ 1,773,702</b>	<b>30%</b>
Materials and services	\$ 19,540	\$ -	\$ 19,540	0%
Transfers out	3,573,177	434,706	3,138,471	12%
<b>TOTAL EXPENDITURES</b>	<b>\$ 3,592,717</b>	<b>\$ 434,706</b>	<b>\$ 3,158,011</b>	<b>12%</b>
<b>348 - Washington County TDT</b>				
Washington County TDT	\$ -	\$ -	\$ -	-
Investment revenue	112,000	33,759	78,241	30%
<b>TOTAL REVENUES</b>	<b>\$ 112,000</b>	<b>\$ 33,759</b>	<b>\$ 78,241</b>	<b>30%</b>
<b>346 - Roads SDC</b>				
System Development Charges	\$ 2,100,000	\$ 731,039	\$ 1,368,961	35%
Investment revenue	287,000	116,182	170,818	40%
<b>TOTAL REVENUES</b>	<b>\$ 2,387,000</b>	<b>\$ 847,221</b>	<b>\$ 1,539,779</b>	<b>35%</b>
Materials and services	\$ 40,760	\$ -	\$ 40,760	0%
Transfers out	8,213,181	97,445	8,115,736	1%
<b>TOTAL EXPENDITURES</b>	<b>\$ 8,253,941</b>	<b>\$ 97,445</b>	<b>\$ 8,156,496</b>	<b>1%</b>
<b>396 - Parks SDC</b>				
System Development Charges	\$ 1,320,000	\$ 166,220	\$ 1,153,780	13%
Investment revenue	77,000	31,455	45,545	41%
<b>TOTAL REVENUES</b>	<b>\$ 1,397,000</b>	<b>\$ 197,676</b>	<b>\$ 1,199,324</b>	<b>14%</b>
Materials and services	\$ 9,490	\$ -	\$ 9,490	0%
Transfers out	918,557	45,924	872,633	5%
<b>TOTAL EXPENDITURES</b>	<b>\$ 928,047</b>	<b>\$ 45,924</b>	<b>\$ 882,123</b>	<b>5%</b>
<b>516 - Water SDC</b>				
System Development Charges	\$ 1,000,000	\$ 397,604	\$ 602,396	40%
Investment revenue	65,000	40,287	24,713	62%
<b>TOTAL REVENUES</b>	<b>\$ 1,065,000</b>	<b>\$ 437,891</b>	<b>\$ 627,109</b>	<b>41%</b>
Materials and services	\$ 14,570	\$ -	\$ 14,570	0%
Debt service	453,000	76,512	376,488	17%
Transfers out	3,888,490	1,634,200	2,254,290	42%
<b>TOTAL EXPENDITURES</b>	<b>\$ 4,356,060</b>	<b>\$ 1,710,711</b>	<b>\$ 2,645,349</b>	<b>39%</b>
<b>526 - Sewer SDC</b>				
System Development Charges	\$ 1,000,000	\$ 172,527	\$ 827,474	17%
Investment revenue	30,000	18,348	11,652	61%
<b>TOTAL REVENUES</b>	<b>\$ 1,030,000</b>	<b>\$ 190,874</b>	<b>\$ 839,126</b>	<b>19%</b>
Materials and services	\$ 12,380	\$ -	\$ 12,380	0%
Transfers out	1,751,531	41,402	1,710,129	2%
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,763,911</b>	<b>\$ 41,402</b>	<b>\$ 1,722,509</b>	<b>2%</b>
<b>576 - Stormwater SDC</b>				
System Development Charges	\$ 170,000	\$ 43,183	\$ 126,817	25%
Investment revenue	144,000	43,293	100,707	30%
<b>TOTAL REVENUES</b>	<b>\$ 314,000</b>	<b>\$ 86,476</b>	<b>\$ 227,524</b>	<b>28%</b>
Materials and services	\$ 5,650	\$ -	\$ 5,650	0%
Transfers out	647,645	49,665	597,980	8%
<b>TOTAL EXPENDITURES</b>	<b>\$ 653,295</b>	<b>\$ 49,665</b>	<b>\$ 603,630</b>	<b>8%</b>

	Current Year Budget	Year to Date Activity	Remaining Balance	% Used
<b>815 - Westside Capital Projects</b>				
Investment revenue	\$ 224,000	\$ 72,240	\$ 151,760	32%
<b>TOTAL REVENUES</b>	<b>\$ 224,000</b>	<b>\$ 72,240</b>	<b>\$ 151,760</b>	<b>32%</b>
Materials and services	\$ 375,000	\$ 38,355	\$ 336,646	10%
Capital outlay	2,851,000	201,951	2,649,049	7%
<b>TOTAL EXPENDITURES</b>	<b>\$ 3,226,000</b>	<b>\$ 240,306</b>	<b>\$ 2,985,694</b>	<b>7%</b>
<b>825 - Coffee Creek Capital Projects</b>				
Investment revenue	\$ 14,000	\$ 4,312	\$ 9,688	31%
Transfers in	500,000	500,000	-	100%
<b>TOTAL REVENUES</b>	<b>\$ 514,000</b>	<b>\$ 504,312</b>	<b>\$ 9,688</b>	<b>98%</b>
Materials and services	\$ 236,004	\$ 59,068	\$ 176,936	25%
<b>TOTAL EXPENDITURES</b>	<b>\$ 866,004</b>	<b>\$ 59,068</b>	<b>\$ 806,936</b>	<b>7%</b>
<b>827 - Coffee Creek Debt Service</b>				
Taxes	\$ 718,000	\$ 219,597	\$ 498,403	31%
Investment revenue	29,000	8,006	20,994	28%
<b>TOTAL REVENUES</b>	<b>\$ 747,000</b>	<b>\$ 227,603</b>	<b>\$ 519,397</b>	<b>30%</b>
Debt service	\$ 780,000	\$ 500,000	\$ 280,000	64%
<b>TOTAL EXPENDITURES</b>	<b>\$ 780,000</b>	<b>\$ 500,000</b>	<b>\$ 280,000</b>	<b>64%</b>
<b>830 - Wilsonville Investment Now Program</b>				
Taxes	\$ 1,174,100	\$ 577,872	\$ 596,228	49%
<b>TOTAL REVENUES</b>	<b>\$ 1,174,100</b>	<b>\$ 577,872</b>	<b>\$ 596,228</b>	<b>49%</b>
Materials and services	\$ 1,174,100	\$ -	\$ 1,174,100	0%
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,174,100</b>	<b>\$ -</b>	<b>\$ 1,174,100</b>	<b>0%</b>