

# City of Wilsonville, Oregon

Adopted Budget FY 2026-27



*Cover Photo Taken by Iona River, submission entry for the  
Let's Talk, Wilsonville! 2026 Best of Wilsonville photo contest.*

# City of Wilsonville, Oregon

FY 2026-27

## Quick Facts and Locator Page

	City			More information beginning on page
	Operating	SDC & Capital Projects	Urban Renewal Agency	
<b>Where The Money Comes From:</b>				
Property taxes	\$ 13,124,000	\$ -	\$ 2,011,200	<b>54, 262</b>
Other governments	6,884,642	2,781,328	-	<b>57</b>
Charges for services	31,995,004	-	-	<b>57</b>
Debt issuance	10,750,000	-	500,000	<b>250, 270</b>
System development charges	-	11,100,000	-	<b>67</b>
All other revenues	18,590,989	16,631,757	181,100	<b>53, 273</b>
Beginning fund balance	73,229,498	30,692,626	4,621,553	<b>23, 273</b>
<b>Total Resources</b>	<b>\$ 154,574,133</b>	<b>\$ 61,205,711</b>	<b>\$ 7,313,853</b>	
<b>Where The Money Goes:</b>				
Personnel services	\$ 29,962,240	\$ -	\$ -	<b>73</b>
Materials and services	35,103,823	97,070	1,601,004	<b>73, 273</b>
Capital outlay	2,785,644	-	-	<b>73</b>
Capital projects	-	45,542,421	3,690,000	<b>171, 266, 272</b>
Debt service	4,017,000	9,852,917	780,000	<b>250, 270</b>
Ending fund balance	75,599,065	22,212,521	1,242,849	<b>23, 254, 273</b>
<b>Total Requirements</b>	<b>\$ 147,467,772</b>	<b>\$ 77,704,929</b>	<b>\$ 7,313,853</b>	
Net transfers in (out) of funds	\$ 7,106,361	\$ (16,499,218)	\$ -	
<b>Other Facts:</b>				
Staffing (full time equivalent)	201.85			<b>70</b>
Debt outstanding (est June 2026)	\$ 40,151,510		\$ 2,614,017	<b>250, 270</b>
Permanent Tax rate (per \$1,000)	\$ 2.5206			<b>54, 263</b>
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GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Wilsonville  
Oregon**

For the Fiscal Year Beginning

**July 01, 2025**

*Christopher P. Morill*

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the **City of Wilsonville, Oregon**, for its annual budget for the fiscal year beginning **July 1, 2025**. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as a financial guide, as an operations guide, and as a communications device.

This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

# City of Wilsonville, Oregon

FY 2026-27

## **Budget Committee**

Tyler Beach

Larisa Manuel Byers

Synthea Russell

Adrienne Scritsmier

Andrew Engel

## **Term Expires**

Dec. 2026

Dec. 2027

Dec. 2029

Dec. 2026

Dec. 2027

Shawn O'Neil, Mayor

Dec. 2028

Caroline Berry, Council President

Dec. 2026

Adam Cunningham, Councilor

Dec. 2028

Sam Scull, Councilor

Dec. 2026

Anne Shevlin, Councilor

Dec. 2028

## **City Manager**

Jeanna Troha

## **Finance Director**

Keith Katko

## **Assistant Finance Director**

Katherine Smith

## **City of Wilsonville**

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Wilsonville, Oregon 97070

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# City of Wilsonville

FY 2026-27

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Best of Wilsonville photo contest winner.  
Photo Credit: Ramshi Hamza Ambalathuveetil Pandarathil





May 6, 2026

**Honorable Mayor, Councilors, Budget Committee Members, and the Wilsonville Community:**

On behalf of the entire Wilsonville team, it is my privilege to share the proposed Fiscal Year 2026-27 Budget. As my first budget message as City Manager, I approach this responsibility with a deep commitment to the careful stewardship of public resources and to the long-term well-being of our community.

This budget is more than numbers on a page. It reflects our community's priorities, the services we provide, and how we respond to both challenges and opportunities in Wilsonville. We often see our City through its physical assets; the streets, buildings, parks, transit, the library, and the community center. But the true strength of Wilsonville is its people: those who live here, work here, and visit.

This budget continues to invest in our core services: *public safety, water, wastewater, and transportation*, while also nurturing the parts of our community that make community life meaningful, like *parks, library services, bus transit, and civic spaces*. These investments keep daily life running smoothly while also strengthening the foundation for the future.

Local government is where decisions matter most. These decisions shape the foundation of our civic life in direct and lasting ways. With that, this budget was developed around four key themes:

- **Adapting to Change.** Economic shifts, new technologies, and global events all shape the choices we must make. Wilsonville has a history of thoughtful financial management, ensuring every financial decision made today sets the stage for tomorrow.
- **Preserving Livability.** Livability defines what makes Wilsonville a place people are proud to call home. It encompasses safety, opportunity, affordability, and a true sense of belonging. Rising housing and energy costs are challenges, but they also reinforce that livability is not automatic, it is actively shaped through investments in housing, infrastructure, sustainability, and community services.
- **Investment in Core Services.** Core Services-public safety, water, wastewater and transportation-are essential to municipal operations. These services require ongoing investment that fosters quality service delivery with an eye to protecting the health and welfare of the community.
- **Sustaining Community Vitality.** Wilsonville's challenge and opportunity are to remain both affordable and a desirable community. In a connected, technology-driven world, our strength lies in resilience, adaptability, and the city's unique character. Every park we improve, civic space we maintain, and program we support strengthens a community that attracts residents, nurtures talent, and fosters economic opportunity.

It is important to note that a budget is a snapshot, based on the best information we have today. As I step into this role with the benefit of my prior experience with the organization, I will continue building on that foundation and identifying opportunities to improve efficiency and better align resources with our priorities and fiscal realities. In that sense, this budget is a framework that will evolve alongside the community it serves.

We also need to look ahead to the community's future needs. As our city evolves, both public safety and our parks system will require additional resources to maintain the quality level of service. These will be important conversations for the City Council to tackle over the next fiscal year. These decisions cannot be made in a vacuum without a holistic examination of the city's financial picture and examination of options to sustain service levels and preserve the quality of life our community expects.

At the same time, we also face broader financial realities, many of which are outside our control. Inflation, labor market pressures, rising construction and energy costs, aging infrastructure, supply chain uncertainties, and higher prices for materials all affect how we deliver city services. Coupled with elevated pension obligations and healthcare expenses, these challenges underscore the need for careful, forward-looking planning to ensure we continue meeting community needs.

Understanding how these priorities, challenges, and investments come together requires a clear view of how the City organizes and manages its resources. The clearest path to understanding the City budget begins with a short primer on its financial structure. Wilsonville uses a fund accounting system to ensure transparency and accountability, managing 24 separate funds—11 operating and 13 capital, each with their own budget.

Operating funds, including governmental funds such as the General Fund, support core City services that are primarily tax-supported and provided for the public good, including public safety, parks, libraries, and general government operations. These services are broadly available to the community and are not directly tied to user payments. The General Fund is supported by a combination of property taxes, fees, charges, and intergovernmental revenues.

Enterprise funds, such as water, sewer, and stormwater, operate more like self-sustaining utilities. They are primarily supported through user fees, meaning the individuals and businesses that use the services directly fund their operation, maintenance, and capital needs. This structure helps ensure the long-term financial sustainability of utility services while aligning costs with usage.

This message is organized in an executive summary format to present the budget from multiple perspectives: a high-level overview of the combined City budget, breakdowns by operating, capital improvement, and debt service categories, and detailed fund-level information showing how resources are allocated. The fund-level review highlights revenue constraints in major operating funds, including the General Fund, while all funds face ongoing pressures from inflation, energy costs, supply chain disruptions, and pension and healthcare obligations. Together, these perspectives provide a clear understanding of the City's financial position and support responsible, long-term planning.

I look forward to working with the City Council, the Budget Committee, employee team, and the community to bring this budget to life, continuing to shape a Wilsonville that is livable, resilient, and welcoming for all.

**BUDGET STRATEGY, PRIORITIES, & PERFORMANCE**

The City of Wilsonville’s longstanding budget strategy focuses on delivering the best value for every tax dollar and City resource by achieving results as efficiently as possible. This strategy is built on a three-pronged managerial approach: (1) Operational Efficiency, (2) Managing Capital Expenditures, and (3) Planning for Growth. Within this framework, City management also ensures that the City remains financially resilient against unexpected hazards that could trigger sudden increases in expenditures or potential declines in revenue.

Service levels in this budget are established to best meet the needs of the community. They are designed to protect and enhance the City’s livability and sustainability while supporting the City Council’s biennially adopted goals. Existing Council Goals are detailed in the Reader’s Guide section of this budget and are reflected in the specific actions outlined in each program budget in the Program Expenditure section. As new goals are approved by Council resolution, corresponding action plans are updated accordingly. For example, following the recent Council goal-setting session, once new goals are formalized, associated action plans will be developed.

**BUDGET SUMMARY**

The City’s FY 2026-27 proposed consolidated budget totals \$300.5, all funds combined, including reserves and contingencies. Of the total proposed budget, \$289.4 million is appropriated. Spending occurs from appropriated amounts for operating, capital projects (CIPs), debt service, inter-fund transfers and inter-fund loans. Contingencies and set-asides for future use total \$86.7 million. Unappropriated funds, total \$11.1 million, remain in each fund’s fund balance and are set aside for working capital, debt reserves and future needs according to the City’s Comprehensive Financial Management Policies.

*Quick Look Budget Summary (in millions)*

Budgetary Category	FY 25-26 Budget	FY 26-27 Proposed	% Change
Operating Budget:			
Personnel Services	\$28.6	\$30.0	4.7 %
Materials & Services	\$31.6	\$35.2	11.4%
Capital Outlay	\$4.2	\$2.8	(34.2%)
Total Operating Budget	\$64.4	\$68.0	5.4%
Capital Projects (CIP)	\$51.6	\$45.5	(11.8%)
Debt Service	\$4.9	\$13.9	184.9%
Interfund/agency transfers	\$62.8	\$75.3	19.9%
Contingency / Reserve	\$72.5	\$86.7	19.7%
Financial Policy Set Aside (unappropriated)	\$10.8	\$11.1	2.9%
Total Proposed Budget	\$267.0	\$300.5	12.5%

Financial transactions are recorded within each fund by program area and classified by type, including personnel services, materials and services, capital outlay, capital projects, debt service, and inter-fund transfers. Every fund has its own story, and budgets are ultimately appropriated at the program level. This

letter highlights significant changes within each classification and key budgetary events in the City’s major operating funds.

Overviews of revenues, specific budget details for departments, capital project lists, outstanding debt and the City’s financial policies can be found within the accompanying budget document. The budget document contains tabbed sections for easy reference. The highest level of information can be found in the Fund Summaries section of this document, where fund resources and requirements are aggregated by object classification (e.g. personnel services, materials and services, capital outlay) and offer easy comparison from year to year. More detailed information can be found in the Program Expenditure section of this document, which contains details on the adopted budgets for program areas within each department.

## **OPERATING BUDGET**

*The Operating Budget represents the day-to-day operations of the City. It funds daily operations, including personnel services, materials and services, and capital outlay.*

As noted in the chart above, the City’s total operating expense budget across all funds is \$68.0 million, broken down as follows:

- *Personnel Services (PS)* – Personnel services include salaries, wages, and benefits, with the total budgeted expense for PS set at \$30.0 million—an increase of 4.7% from the prior year. This budget reflects the reduction of a 0.50 full-time equivalent (FTE) Planner position in the Community Development Fund, with the other 0.50 FTE having been eliminated in the prior year. One FTE is defined as 2,080 hours of work annually.
- *Materials & Services (M&S)* – M&S expense is budgeted at \$35.2 million across 26 program areas; up 11.4% over prior year. A complete *program-by-program* analysis of variances by expense type, with corresponding explanation of significant variances, is contained in the Program Expenditures section of this budget book. An aggregation by M&S expense type is displayed in the chart below with the following additional context:
  - Professional and technical services: This category represents the largest share of Materials & Services, driven primarily by contracted services for Law Enforcement (\$8.5M), Water Treatment (\$4.1M) and Wastewater Treatment (\$3.7M), and Street Sweeping \$400k, along with approximately \$1.2 million in annual computer service contracts supporting core municipal systems, including the City’s ERP platform.

The category increases by 16.2%, largely due to higher costs for Law Enforcement, Water Treatment, and computer maintenance contracts. The rise in Water Treatment expenses reflects a one-time increase of \$1.5 million for procuring an owner’s representative and legal support for a new 20-year operations and maintenance contract for the treatment plant. Water Treatment costs are proportionately reimbursed by the City of Sherwood.

- Utilities: Up 7.5% over prior year. Utilities remain a significant and persistent cost driver for the City, with prices rising faster than inflation due to energy market volatility and infrastructure costs. Managing expenses through efficiency, conservation, and strategic renewable investments is key to mitigating ongoing increases.
- Supplies: Up 11.5% over the prior year (~ \$317K), primarily due to the biannual replacement of granular activated carbon (GAC) used in the water treatment filtration process at the Water Treatment Plant (WTP).
- Community Programs: Down 15.4% over the prior year (~\$204K). This category includes library and Parks & Recreation programs, tourism development, Metro enhancement grant passthroughs, the Wilsonville Community Sharing Grant, and expenditures related to the Clackamas County Homeless Initiative Grant. The reduction is primarily due to the one-time nature of the Homeless Initiative funding in the prior year.
- Insurance: Up 10.5% over the prior year (~\$93k). A major year-over-year cost driver for the City. Risk management helps minimize costly incidents by identifying and addressing potential risks, ultimately reducing overall expenses

*Quick Look Materials & Services Budget Detail (in millions)*

Materials & Services (MS) Detail	FY 24-25 Budget	FY 25-26 Proposed	% Change
Professional and technical services	\$17.6	\$19.9	16.3%
Repairs & maintenance	\$3.9	\$4.2	7.0%
Utilities	\$3.6	\$3.9	7.5%
Supplies	\$2.8	\$3.0	11.5%
Other M&S – bank fees, franchise fees	\$1.7	\$1.8	1.8%
Community programs, special projects	\$1.3	\$1.1	(15.4)%
Insurance, rents, and leases	\$0.9	\$1.0	10.5%
Employee development	\$0.3	\$0.3	5.8%
<b>Total Materials &amp; Services (MS)</b>	<b>\$31.6</b>	<b>\$35.2</b>	<b>11.4%</b>

- *Capital Outlay (CO)* – CO expense is budgeted at \$2.8 million. Capital outlay is one-time, large equipment or vehicle type expenditures. The key feature is that it benefits the City for more than one year.
  - Transit Fund: Capital outlay of \$1.2 million is budgeted for buses and related equipment, funded by federal capital grants and Statewide Transportation Improvement Fund (STIF) resources.
  - General Fund: Capital outlay of \$75,000 is budgeted for technology updates in the Council Chambers, including microphones and a request-to-speak system in the dais, funded through PEG fees reserved in the General Fund.
  - Water Operating Fund: Capital outlay of \$848,000 for a series of upgrades and equipment replacements at the Water Treatment Plant (WTP), including control panel replacement (\$216,000), Supervisory Control and Data Acquisition (SCADA) system upgrades (\$304,000), and filter valve actuators (\$119,000).

- Sewer Operating Fund: Capital outlay of \$480,000 for a series of upgrades and equipment replacements at the Wastewater Treatment Plant (WWTP), including HVAC system improvements (\$250,000), a voltage meter cabinet (\$230,000), and new flooring in the administration building (\$70,000).
- Fleet Fund: Capital outlay of \$234,000 for scheduled vehicle replacements, funded from the fleet reserve.

Additional detail for capital outlay is contained in the Program Expenditure section of this budget book.

**CAPITAL IMPROVEMENT PROJECT BUDGET**

*The Capital Improvement Project (CIP) budget funds permanent structural change or restorations to aspects of a property that will enhance or prolong its useful life.*

As Wilsonville grows, projects like road improvements, new parks, and utility expansions are being carried out, with high-cost, long-lasting impacts. The CIP budget also includes Master Plans & Studies, System Development Reimbursements/Credits, and annual maintenance, with Master Plans guiding future infrastructure planning.

The City’s capital improvement project (CIP) program is accounted for in nine clustered areas: water, sewer, planning, streets, streetscapes, stormwater, facilities and transit, information technology, and parks. The largest capital project in the City’s CIP budget is \$6.2 million for the Boeckman Creek Sewer Interceptor Project (CIP #2107). Capital projects (*in millions*) broken out by fund with significant projects of each are noted in the chart below:

CIP Fund	Request	Most significant projects ( <i>as per cost, in millions</i> )
Water CIP	\$2.1	Charbonneau consolidated plan (\$448,000), WRWTP Water Pump Stations (\$300,000), WWSP Coordination (\$300,000)
Sewer CIP	\$13.6	Boeckman Creek Interceptor (\$5.8), WWTP UV disinfection replacement (\$3.1), Charbonneau consolidated plan (\$1.9)
Roads CIP:		
Streets	\$16.0	I-5 Pedestrian Bridge (\$7.4); Road Maintenance Projects (\$2.3), Stafford Road Improvements (\$5.2)
Streetscape	\$0.4	LED Street Light Conversion (\$125,000), Pedestrian enhancements (\$300,000)
Planning	\$0.1	Basalt Creek (\$75,000), TC Implementation (\$40,000)
Stormwater CIP	\$9.3	Boeckman Creek Flow Mitigation (\$3.1); Miley Road (\$1.2), Day Road (\$1.8), Charbonneau Consolidated plan (\$1.4)
Facilities CIP:		
Facilities/Transit	\$2.4	Police Building seismic rehabilitation (\$1.5), HVACs (\$375,000), Facility LED conversion (\$200,000)
Information Technology	\$0.2	Fiber Connectivity (\$75,000), Annual Copier Replacement (\$27,000), Annual Network upgrades (\$50,000).
Parks CIP	\$1.3	Memorial Park ballfield safety improvement (\$572,850), Boeckman Creek Trail Boardwalk (\$200,000)
<b>TOTAL</b>	<b>\$45.5</b>	

Capital projects are typically funded either through inter-fund transfers from Operating Funds (including the Road Operating, Road Maintenance, Water Operating, Sewer Operating, Stormwater Operating, Transit, or the General Fund), System Development Funds (Water, Sewer, Roads, or Parks), intergovernmental revenue (grants or intergovernmental agreements), or using Urban Renewal Funds. Additional detail on Capital projects are detailed in the Capital Projects section of this budget book.

## **DEBT SERVICE**

*The Debt Service budget refers to the costs associated with repaying borrowed funds. These expenses include the principal and interest payments to service a debt.*

The City only issues debt to pay for long-term capital improvements. The City has three outstanding long-term, tax exempt, bonded debt issuances at 07/01/26:

- Series 2021: \$12.6 million outstanding obligation related to the 2011 expansion of the City's wastewater treatment plant. This bond was refinanced in FY 2020-21 at a rate of 1.43%. Debt payments are funded through the Sewer Operating Fund and will be fully paid off in FY 2030-31, with approximately \$2.6 million in debt annual payments.
- Series 2022A: \$5.9 million outstanding obligation related to the 2022 expansion of the City's water treatment plant from 15MDG to 20MGD. This bond has a rate of 2.47%. Debt payments are funded through the Water SDC Fund and will be fully paid off in FY 2041-42, with approximately \$450k in annual debt payments.
- Series 2022B: \$12.6 million outstanding obligation related to the 2022 construction of the Public Works Complex. This bond as a rate of 2.24% with a term of 15 years with prepayment option and debt payments funded through an allocation proportion to Water, Sewer, Roads, and Stormwater Operating Funds.

Additionally, the City has been approved for a revolving loan of up to \$29 million from the State of Oregon's Department of Environmental Quality (DEQ) through the Clean Water State Revolving Fund (CWSRF) to finance wastewater system capital improvements. The City plans to access approximately \$10.5 million of these funds in FY 2025-26 for the Boeckman Creek Interceptor Project (CIP 2107) and the WWTP Aeration Basin Expansion (CIP 2113). To cover the required payback, City sewer system development fees (SDCs) were adjusted to include debt servicing. The Sewer SDC nexus ensures that growth and benefiting developments contribute their fair share to infrastructure costs through SDC collections.

In financing arrangements, the City has two outstanding interfund loans related to the construction of the Boeckman Bridge: \$8.25 million from the Water Operating Fund and \$1.25 million from the Road Operating Fund. The Water Operating Fund loan has a two-year term with a 5% annual interest rate and will be repaid in full on July 1, 2026, using, in part, proceeds from the Tualatin Valley Water District (TVWD) right-of-way ground lease balloon payment due on that date. The Road Operating Fund loan has a three-and-a-half-year term with a 5% interest rate and will be repaid using proceeds from Clackamas County vehicle registration fees (VRF) remitted to the City.

The City’s separate Urban Renewal component units also carry approximately \$3.1 million in debt obligation used to fund capital infrastructure in the Coffee Creek Plan area. Debt service is paid for by the corresponding tax increment revenue generated within the district.

**FUND SUMMARIES:**

*Fund accounting tracks and manages separate funds based on their specific purposes or restriction, ensuring accountability and transparency.*

As note, the City has 24 Funds each budgeted separately (11 Operating and 13 Capital). Operating funds are used for *day-to-day* operations of the City and often include transfers to capital funds to fund capital projects (CIPs). The City’s primary operating fund is its General Fund. Operating funds can be tax-supported or funded through fees, charges, or grants. Capital funds are funded typically through system development charges (SDCs), grants, and transfers-in from operating funds. The budgets of each fund can be found in the budget document in the Fund Summaries tab. The largest operating funds are also discussed below.

**General Fund**

The General Fund accounts for resources devoted to services most commonly associated with local government, including Law Enforcement, Parks and Recreation, Library, Municipal Court, Policy & Administration, Public Works Administration, and Facilities. The details for these program areas can be found in the Program Expense section of this budget document. The operating budget for the General Fund, including personnel, materials & supplies, and capital outlay, is \$30.6 million, an increase of 7% over prior year budget

This budget request includes \$3.1 million in budget transfers-out for Capital Improvement Projects and for a Community Development Fund contribution, as outlined in the chart below:

*Quick Look General Fund Transfers-Out Budget Detail (in millions)*

Transfer out to:	Budget	Project funding including:
CD Fund	\$1.2	CD Fund contribution for long range planning and development
Streets CIP/Planning	\$0.2	Basalt Creek planning, and Town Center plan implementation.
Facilities CIP	\$0.8	HVAC repairs/replacements, security access system, fiber connectivity project, annual computer network upgrades, and LED conversion.
Parks CIP	\$0.9	Memorial Park ballfield safety improvements (field netting), urban forest climate resilience, Boeckman Creek Trail slope stabilization, and annual park ADA improvements.
<b>TOTAL Transfers Out</b>	<b>\$3.1</b>	

The General Fund’s budgeted ending fund balance for FY 2026-27 is \$15.0 million, with \$4.6 million unappropriated in accordance with City financial policies. Additionally, \$2.9 million is designated for strategic one-time future uses, including \$2.0 million as a sustainability reserve. Approximately \$322,000 in PEG Fee revenue also restricted for applicable public, educational, governmental (PEG) broadcasting.

Property tax is the primary revenue source for the General Fund, budgeted at \$13.1 million, and is generated from the City's \$2.5206 per \$1,000 of assessed value, permanent tax rate, established under Measure 50 in 1998. Assessment growth is capped at a 3% annual increase, with the exception of new development. While new development provides the City with increased property tax revenue, the benefits are limited due to Measures 5 and 50. When calculating the property tax allocation for new development, the state determines the real market value (RMV) based on construction and land costs, then applies a change property ratio to establish the assessed value. For FY 2025-26, the property change ratios were 53.7% for residential, 48.5% for multi-family, and 60.0% for commercial/industrial mixed, which are used to determine a property's maximum assessed value (MAV).

Without any changes, and with the exception of the one-time revenue spike from a TVWD ground lease payoff in FY 2026-27, forecasted expenses will outpace revenues, eroding the General Fund's fund balance over time. Addressing this will require a focus on revenue growth, new sources of revenue, maximizing efficiencies, and possibly adjusting service levels to reduce costs.

**KEY POLICY DECISION** - As a result, the City faces key policy decisions regarding the future of its General Fund. This will require a strategic examination next year of cost efficiencies, levels of service adjustments, and additional revenue options to shore up the future of the General Fund. Such revenue options may include considerations of a local option levy, or utility fee (such as for parks maintenance or public safety) or some combination of approaches.

Like many jurisdictions across the region, Wilsonville must balance the goal of maintaining high-quality services with the fiscal constraints imposed by Oregon's property tax framework. With aging infrastructure and increasing parks maintenance and operational demands, the City is already exceeding the service levels originally envisioned under the 1998 permanent rate; *simply put, the community today is significantly different than it was 27 years ago.*

### **Community Development Fund**

The Community Development (CD) Fund supports services dedicated to envisioning, planning, and building this community. This fund encompasses Planning, Engineering, Economic Development, and Urban Renewal Administration programs. These services play a key role in shaping the factors that influence whether people choose to move to or stay in the city.

Community Development services are essential to the city's success as they guide orderly growth, manage infrastructure, and ensure sustainable development. By creating zoning regulations and long-term plans, they promote economic vitality, environmental sustainability, and social equity. Additionally, these services enhance safety, public health, and quality of life by fostering resilient, walkable, and accessible communities. In essence, CD services shape the city's future by balancing development with the needs of residents, businesses, and the environment, ensuring a well-organized, thriving urban space. In short, if you love living in Wilsonville, you can thank the Community Development department, and city planners in particular.

The FY 2026-27 budget for the CD Fund, including reserves and contingencies, is \$7.9 million. Resources for this fund are generated through Transfers-In from other funds, development permits, and charges for service to the City's Urban Renewal Agency. Transfers-In from capital improvement project (CIP) funds

represent revenue from project management fees (PMF) charged on various CIP projects. PMF for urban renewal projects are charges recorded as charges for services.

The FY 2026-27 is shaping up to be another financially challenging year for the CD Fund. Development fees are a pivotal revenue source for this fund, and this presents a significant wildcard factor. A single large, unanticipated development could lead to a substantial increase in revenue (a "feast")—or, conversely, a lack of such developments could result in a significant shortfall (a "famine"). Community Development continues to focus on cost saving measures including a partially reduced planning position from the prior year has now been fully eliminated, resulting in a net reduction of 0.50 FTE in the fund.

The fund's ending fund balance is predicted to end FY 2026-27 at approximately \$2.0 million, with \$0.06 million reserved in contingency for potential PMF delays.

### **Building Inspection Fund**

The Building Inspection Fund supports the administration and enforcement of building codes. It is fully funded through permits and service charges related to local development. Permit revenue is projected to remain consistent with the current year's budget, reflecting a conservative estimate of upcoming development, primarily centered around the Frog Pond development area. The FY 2026-27 budget for the Building Inspection Fund, including reserves and contingencies, totals \$5.4 million.

Permit revenue is cyclical, with fluctuations in development receipts. Permits are often pulled in advance, and revenue can be subject to timing differences with expenses, as inspections typically follow. The fund balance is projected to reach approximately \$3.5 million by the end of FY 2026-27, significantly exceeding the financial policy target of \$285,400. The remaining \$3.2 million is reserved in the fund's contingency, providing a buffer to manage the timing discrepancies in permit receipts.

### **Road Operating and Road Maintenance Funds**

The two similarly named funds have distinct purposes and funding sources. The Road Operating Fund accounts for the City's share of the state's gas tax, which is dedicated to the repair and maintenance of streets. The state gas tax rate is \$0.40 per gallon, with a portion allocated back to cities and counties based on population size. These funds are strictly designated for use as outlined in the Oregon Constitution: "...exclusively for the construction, reconstruction, improvement, repair, maintenance, operation, and use of public highways, roads, streets, and roadside rest areas in this state"

To be a bit more fiscally cautious, the gas tax revenue projection (budget) has been lowered from prior year to \$2.1 million. The main risks to the City's Road Operating Fund are tied to people driving less, whether due to rising fuel prices or the increasing use of fuel-efficient vehicles. Even with these factors, revenue trends remain steady, supported in part by the City's population growth. The Road Operating Fund is expected to finish FY 2025–26 with a fund balance of \$483,021.

The Road Maintenance Fund was established with a special fee on commercial and residential properties to fund major road repairs and reconstruction on existing roadways. The fund has budgeted a \$3.2 million

transfer to the Roads CIP Fund for street maintenance projects outlined in the CIP section of the budget. It is expected to end FY 2026-27 with a fund balance of \$5.0 million.

### **Transit Fund**

The Transit Fund accounts for the activities of Wilsonville’s transit system: South Metro Area Regional Transit (SMART). SMART’s operations are mainly funded by a 0.5% employer tax on payroll. The FY 2025-26 Proposed Budget for SMART, including reserves and contingencies, is \$29.7 million.

SMART has benefited from a stable local economy, receiving funding through the employer-based payroll tax, which is directly tied to employment in the City. The presence of large national and international employers in the district, who have consistently maintained stable employment levels, has contributed to this reliable funding source. Additionally, SMART has seen an increase in federal funding over the years, through grants, as public transit is recognized as a critical component of the nation’s infrastructure. SMART is a direct recipient of funding from the Federal Transit Administration (FTA), with federal grants awarded through a competitive process or via federal earmarks.

SMART is also a beneficiary of allocated funding from the Statewide Transportation Improvement Fund (STIF), which established a statewide payroll tax under the *Keep Oregon Moving Bill* signed into state law in 2017. Over the next two year biennium, SMART expects to receive \$3.2 million in additional funding to increase service locally, modernize fleet inventory, or add additional interconnectivity service to area communities. Both the federal grant funding and the STIF funding is included as part of budgeted intergovernmental revenue.

This intergovernmental revenue is a great benefit to the agency and the public. Grant funding has enabled SMART to provide both in-town and out-of-town Dial-a-Ride services, to work with employers and residents to reduce single occupancy vehicle trips, and to purchase buses. Federal grants do require a local funding match and specialized expertise to administer them. The STIF program also requires special ongoing reporting, currently both to ODOT and TriMet.

The Transit budget includes \$162,500 capital improvement project for a facility LED lighting conversion (CIP #8167) and planning funds related to a Town Center Transit hub (CIP #8173). The budgeted Transit Fund balance at the end of FY 2026-27 is \$18.2 million, well above the financial policy minimum of \$1.8 million.

### **Water, Sewer, Stormwater, and Street Lighting Operating Funds**

The Water Operating, Sewer Operating, Stormwater Operating, and Street Lighting Funds are classified as Enterprise Funds. These funds are self-supporting, generating revenue by providing goods or services to the general public for a fee. Combined, the four funds are expected to recognize \$26.2 million in charges for service revenue in FY 2026-27, which includes approximately \$1.6 million in water sales to the City of Sherwood. The City serves about 7,300 utility customers and processes approximately 87,400 payments annually.

Requirements of each fund include operating expenses, as well as, transfers to other funds, including for the financing of appropriate capital improvement projects (CIP) tracked in the CIP funds as noted below:

- Water: CIP transfer-outs total \$1.1 million including \$515,200 Charbonneau Consolidated Plan improvements (CIP #1500); \$112,160 for Water pump station upgrades (CIP #1159), \$148,604 Water Distribution System Master Plan (CIP #1154).
- Sewer: CIP transfer-outs total \$7.3 million including: \$3.4 million for WWTP WV disinfection replacement (CIP #2109), \$1.1 million WWTP aeration basin expansion, \$2.0 million Charbonneau Consolidated Plan improvements (CIP #2500).
- Stormwater: CIP transfer-outs total \$8.1 million including: \$2.4 million for Boeckman Creek flow migration, \$1.5 million Charbonneau Consolidated Plan improvements (CIP #7500), Miley Road stormwater improvements, \$1.2 million Day Road stormwater improvements.
- Street Lighting transfer-outs include: \$131,250 for the LED street light conversion project (CIP #4722).

The ending fund balances for each of these operating funds are above the financial policy minimum and detailed further in the Fund Summaries section of the Budget Document.

## **Conclusion**

*“Every moment is a fresh beginning.” —T.S. Elliot*

Our collective journey of navigating a future defined by constant change continues. Our City exists within a dynamic and evolving environment, shaped by shifting economic conditions, emerging technologies, and the evolving needs and expectations of our residents. Every decision we make, from infrastructure maintenance to public safety, is influenced by forces both seen and unforeseen, requiring flexibility, foresight, and adaptability.

The City’s work is never static; it is a continuous response to change, balancing tradition with innovation, stability with experimentation. From street maintenance to water treatment, roadway construction to parks maintenance, every service is delivered with the understanding that the landscape of municipal life is always in motion, and that our role is not only to meet the needs of today but to anticipate the possibilities of tomorrow. In embracing this dynamic reality, the City demonstrates resilience, creativity, and an unwavering commitment to sustaining and enhancing the quality of life for our community, even amid uncertainty.

Embracing uncertainty also means embracing opportunity. The City remains dedicated to continuous improvement, adaptation, and growth, recognizing that evolution is essential to both preserving our unique identity and meeting the challenges ahead. Guided by our mission, ongoing community engagement, and the priorities set by the City Council, our staff is committed to proactive planning, effective service delivery, and readiness for whatever the future may bring.

A central focus in the year ahead is shoring up the General Fund, a critical step to maintaining and expanding the City’s capacity to respond to growing demands and emerging opportunities. Likewise, advancing the vision for the City’s Town Center represents a pivotal initiative, one that can shape the future of our community for generations. Through open dialogue and thoughtful collaboration, we aim to pursue a balanced, sustainable approach that ensures long-term success, even amid uncertainty.

Equally important is our commitment to operational efficiency. By maximizing resources, streamlining processes, and identifying cost-saving opportunities, we can safeguard the City’s financial health while maintaining high-quality services for our residents. This ongoing effort requires creativity, collaboration, and vigilance, as the decisions we make today lay the groundwork for future resilience and achievement.

It is with this mindset that I present yet another balanced budget for FY 2026–27, not as a final destination, but as a living blueprint. It is a guide for navigating uncertainty, prioritizing our shared goals, and preparing the City to thrive, no matter what challenges or opportunities the future may hold.

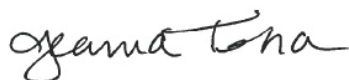
### **Acknowledgements**

The City of Wilsonville is fortunate to have a long history of solid financial planning. This continuity of vision and fiscal responsibility is of critical importance, and it doesn’t happen by accident; it happens because of the talents and vision of current and past elected and appointed officials. Staff appreciate your service to the community, and we look forward to the upcoming budget deliberations.

I would like to personally thank each member of the Budget Committee for your thoughtful analysis of the budgetary issues facing the City. It is with your help that the City will continue to maintain a good financial position while working through the challenges the City faces.

In closing, I would like to thank the Finance and Information Technology team members including Keith Katko, Katherine Smith, Dillon Jenkins, Cricket Jones, and Beth Wolf for their assistance in preparing this budget document and, as well, to my entire management team for working together in a collaborative manner to present a balanced budget that achieves City Council goals and continues to provide high levels of service to our residents, businesses and visitors alike. Lastly, I want to acknowledge the efforts of every employee in this organization for the outstanding services being provided by every department in this great city, and for their individual and collective commitment to customer service.

Sincerely,



Jeanna Troha  
Budget Officer and City Manager



Best of Wilsonville photo contest winner.  
Photo Credit: Karissa Wheeler



The City of Wilsonville is located in the State of Oregon, in the beautiful Pacific Northwest region of the United States of America. With a population of 27,371, it is a small but rapidly growing community with vibrant residential areas, thriving businesses, and a clear vision for its future.

Oregon is one of only three states of the contiguous United States to have a coastline on the Pacific Ocean, shared with Washington to the north and California to the south. The Columbia River outlines much of Oregon's northern boundary, and the Snake River covers much of the eastern boundary. Oregon's ideal Pacific Coast location provides easy access between U.S., Asian, and European markets which makes it appealing to a wide range of business focused on international trading.

The City of Wilsonville is located along Interstate 5, mid-way between the State's largest city, Portland, and the State capital, Salem. It is approximately 20 miles south of Portland and 30 miles north of Salem. The City is located in two counties – on the western edge of Clackamas County and southeastern edge Washington County. Under Oregon law, each of the state's cities and metropolitan areas has created an urban growth boundary around its perimeter. The City of Wilsonville is included as part of the Portland metropolitan area's urban growth boundary.

The City is bisected by Interstate-5 and separated north and south by the Willamette River. Of historical note, the I-5 Bridge over the river is named the Boones Bridge after Alphonso Boone (grandson of Daniel Boone) and his son Jesse who started a river crossing ferry in 1847. This ferry provided an opportunity for the community of Boones Landing to form, which eventually became named Wilsonville after the first postmaster, Charles Wilson, on June 3, 1880. Wilsonville went on to grow with a railroad bridge built over the Willamette in 1908 to allow service to Salem, the state's Capitol. And, in 1954, Baldock Freeway, now known as I-5, was completed to include the Boones Bridge over the Willamette River providing transportation from the Mexican and Canadian borders.

Today, the City of Wilsonville has outstanding transportation accessibility and networks linking its citizens to the greater Portland area and to Salem. Despite its close proximity to Portland, however, the City should not be termed a bedroom community since its employment base tends to be as large as its population. The City is home to its own dynamic, growing, and diversified economy. The City's mix of businesses includes established international and regional employers. In addition, the City has a large base of small businesses, in a wide range of industries.

Wilsonville is home to a number of high-tech businesses and is perfectly situated for warehouse and distribution centers as the southern gateway into the Portland metropolitan area along the Interstate 5 (I-5) corridor. Several sizable employers have made Wilsonville their corporate headquarters with the largest being Siemens Mentor Graphics Corporation. There are also several large distribution centers including Coca-Cola Bottling Company, SYSCO Food Services of Portland Inc, and Columbia Distributing. The City is not dependent upon any one industry or company for economic vitality. A diverse range of employment is maintained across the estimated 17,000 employees working within the City limits. Further information can be found within the statistics on the following pages, including a table showing the City's top 10 employers as reported on in the City's prior year audited Annual Comprehensive Financial Report.

# Profile

## PROFILE OF THE GOVERNMENT

The City operates under the Council Manager form of government. Policy making and legislative authority are vested in the City Council which consists of a Mayor and four Council members. The governing Council is elected to four-year staggered terms by the citizens in a general election. The City Council is responsible for passing ordinances, resolutions, adopting the budget, and hiring the City Manager and City Attorney among other things. The City Manager is responsible for carrying out the policies and ordinances of the Council, managing the day-to-day government operations, and appointing department heads. The Mayor and Council members are non-partisan and serve a four-year term.

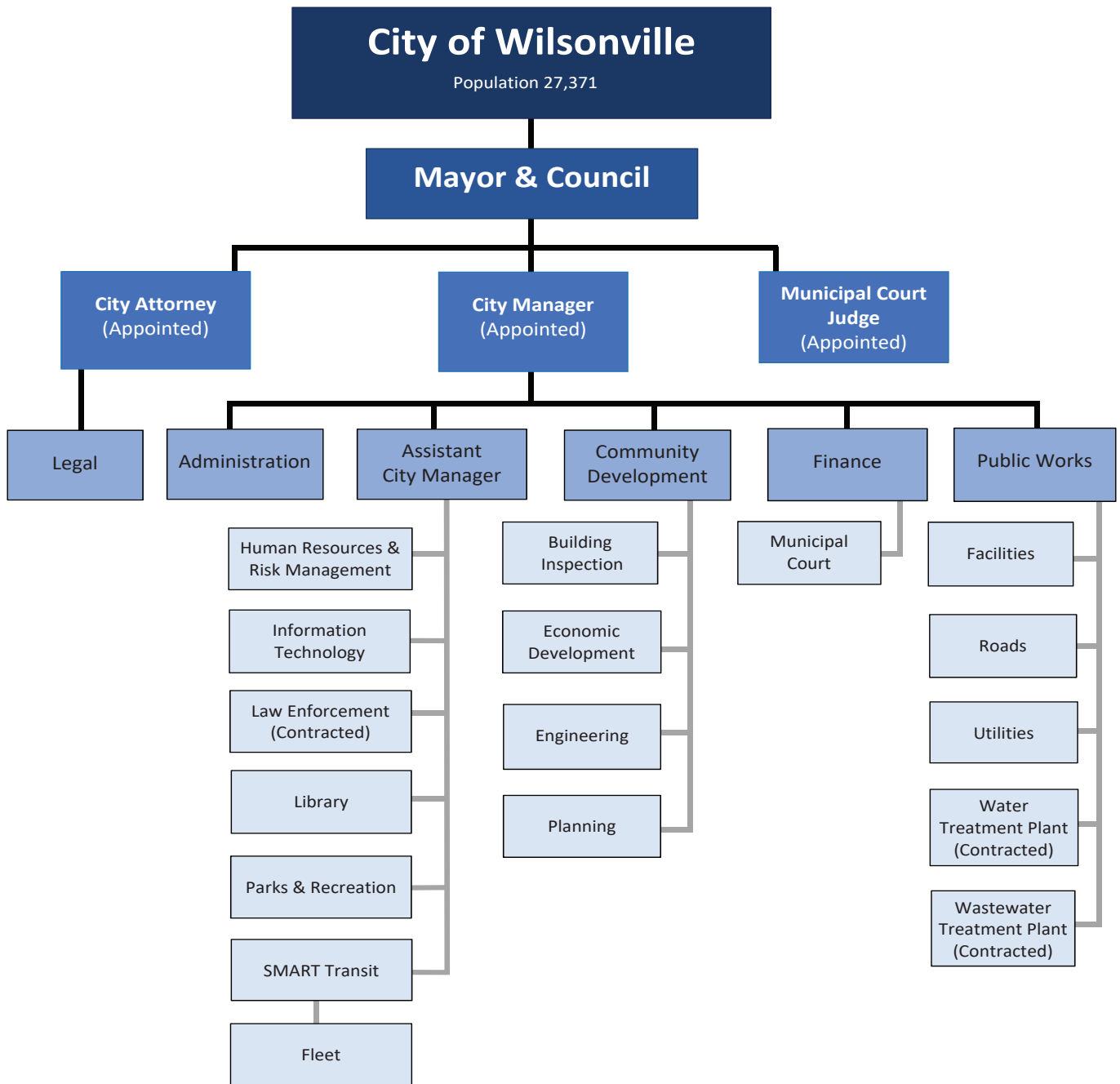
## PROFILE OF THE BUDGET

The City prepares its annual budget in accordance with Oregon budget law, the policies and priorities set forth in the City's Comprehensive Plan, City Council Goals, the needs of the community, and federal and state laws. The budget provides the financial framework for implementing and focusing on these goals, objectives, and performance areas established by the City Council for the coming year.

Oregon local budget law is set out in Oregon Revised Statutes 294.305 to 294.565. The City's budget is presented by fund. Budgetary control is at the department level or at the major object category if only one department exists in a fund. Ongoing review and monitoring of revenues and expenditures is performed by the Finance Department and the appropriate operating departments.

The City of Wilsonville's budget document is divided into eight major sections outlined below:

1. Reader's Guide - This section contains narrative, various statistics and analysis, budget policies and describes the basis of budgeting. It also provides a calendar of the City's budget process, a description of the budget amendment procedures that the City must follow, and a listing of the Council goals.
2. Fund Summaries - This section includes a series of financial tables of revenues and expenditures, a program budget matrix, and summaries by fund.
3. Fund Revenues - This section provides summary and detail information about each fund and revenue source.
4. Program Expenditures - This section includes proposed expenditures for each department within each program and staffing summary schedules. Department goals, as well as performance measures are provided for each department's budget with summaries for each program.
5. Capital Projects - This section includes narrative descriptions as well as budgeted financial information regarding the City's major capital projects. This section is segregated into nine categories: sewer, water, planning, streets, streetscapes, stormwater, transit, facilities, information technology, and parks projects.
6. Debt & Other - This section includes information on all outstanding debt of the City. Other information in this tabbed section includes information on the City's assigned fund balances.
7. Urban Renewal - This section includes proposed appropriations and explanatory materials for the Urban Renewal Agency. The Urban Renewal Agency is a separate governmental agency from the City of Wilsonville and is required to submit its own budget for adoption by the Urban Renewal Agency Board.
8. Appendix - The appendix contains a variety of other budget related information to assist the reader's understanding such as the City's Fiscal Management Policies and glossary of terms used in the budget document.



**Boards & Commissions**

- Arts, Culture, and Heritage Commission
- City Council
- Budget Committee
- Development Review Board
- Diversity, Equity, and Inclusion Committee
- Parks & Recreation Advisory Board
- Kitakata Sister City Advisory Board
- Library Board
- Planning Commission
- Tourism Promotion Committee
- Urban Renewal Agency
- Wilsonville-Metro Community Enhancement Committee

# Mission Statement & Values

## Mission Statement

To protect and enhance Wilsonville's livability by providing quality service to ensure a safe, attractive, economically vital community while preserving our natural environment and heritage.

## Values

### Diversity, Equity + Inclusion (DEI)

We are committed to promoting DEI in the delivery of City services to the community and in our organizational operations.

### Sustainable

We are sustainable in the delivery of services by being good financial stewards and innovative in our approaches to service delivery to the community.

### Economic Opportunity

We are committed to strategically growing Wilsonville's economy providing economic opportunity for all.

### Environment

We are good stewards of our environment by modeling practices and embracing policies that preserve and protect the natural environment.

### Safety

We are committed to creating a safe, livable community for all by providing a physically safe environment and ensuring people feel psychologically safe.



Wilsonville City Council (left to right): Councilor Sam Scull, Councilor Anne Shevlin, Mayor Shawn O'Neil, Councilor Adam Cunningham, Council President Caroline Berry.

The City Council and Executive Team worked together to identify goals and strategies for 2025-2027 that will build on the work and success of previous years, while also addressing new challenges and shifting community needs. The City will begin work on these goals in addition to maintaining high-quality core City services and completing prior goals and work plans that are still in progress.



## CITY COUNCIL GOALS

### CITY OF WILSONVILLE • 2025-2027



#### FINANCIAL HEALTH

- Explore cost savings/efficiencies and alternative revenue options for sustainable fiscal health

#### PUBLIC SAFETY

- Streamline response to code enforcement challenges
- Expand on-the-ground mental health resources to support community
- Evaluate rental inspection program



#### PARKS

- Maintain existing maintenance levels of service with upcoming expansion (approx 30 acres)

#### COMMUNICATIONS + ENGAGEMENT

- Community understands Town Center Plan, Urban Renewal, and other funding sources for infrastructure through engagement to inform Council direction
- Evaluate and improve online engagement tools to expand audience and reach



# City History Timeline

<b>1968</b>	<ul style="list-style-type: none"> <li>Wilsonville incorporates on October 17, 1968.</li> </ul>	<b>1988</b>	<ul style="list-style-type: none"> <li>Recession ends, bringing an unprecedented boom in housing and population.</li> </ul>	<b>2002</b>	<ul style="list-style-type: none"> <li>Wilsonville's water treatment plant becomes operational.</li> </ul>
<b>1969</b>	<ul style="list-style-type: none"> <li>Wilsonville citizens vote to adopt the City's first charter.</li> </ul>		<ul style="list-style-type: none"> <li>Wilsonville becomes Oregon's fastest growing city.</li> </ul>	<b>2003</b>	<ul style="list-style-type: none"> <li>Expanded library opens.</li> </ul>
<b>1970</b>	<ul style="list-style-type: none"> <li>Developers announce plans for a major residential subdivision known as Charbonneau.</li> </ul>	<b>1990</b>	<ul style="list-style-type: none"> <li>New library opens.</li> </ul>		<ul style="list-style-type: none"> <li>Argyle Square opens, greatly expanding Wilsonville's retail sector with Costco and Target as anchor stores.</li> </ul>
	<ul style="list-style-type: none"> <li>Population approximately 1,000.</li> </ul>	<b>1991</b>	<ul style="list-style-type: none"> <li>Population: 7,705</li> </ul>		<ul style="list-style-type: none"> <li>The newly constructed SMART Operations Center and Fleet Facility opens.</li> </ul>
<b>1971</b>	<ul style="list-style-type: none"> <li>Charbonneau is annexed into Wilsonville. At build-out, it will have 1,700 housing units and 3,500 residents.</li> <li>City Council adopts a "General Plan" for growth.</li> </ul>	<b>1992</b>	<ul style="list-style-type: none"> <li>Arlene Loble hired as City Manager.</li> <li>Town Center Shopping Center opens.</li> </ul>	<b>2004</b>	<ul style="list-style-type: none"> <li>Property acquired for future multi-modal transportation center. This land will become the southern terminus of the proposed commuter rail, Trimet's WES Train.</li> </ul>
<b>1972</b>	<ul style="list-style-type: none"> <li>Marge Heintz, City Recorder, is hired as Wilsonville's first full-time employee.</li> </ul>	<b>1993</b>	<ul style="list-style-type: none"> <li>Serial levy failure forces a \$1 million budget cut and reorganization of departments.</li> <li>Voters approve creation of an Urban Renewal District and a bond measure for a new high school.</li> </ul>	<b>2005</b>	<ul style="list-style-type: none"> <li>Construction begins at Villebois with 60 homes. When finished, it will boast 2,700 homes as well as parks and retail space.</li> </ul>
<b>1975</b>	<ul style="list-style-type: none"> <li>City Hall moves to a trailer on Parkway Avenue.</li> </ul>	<b>1994</b>	<ul style="list-style-type: none"> <li>Wilsonville Area Rapid Transit becomes SMART (South Metro Area Regional Transit).</li> </ul>	<b>2006</b>	<ul style="list-style-type: none"> <li>Population: 16,510</li> <li>Murase Plaza opens featuring a water park, unique play structures and restrooms.</li> </ul>
<b>1979</b>	<ul style="list-style-type: none"> <li>City signs first contract with Clackamas County Sheriff's Office for police services.</li> </ul>	<b>1995</b>	<ul style="list-style-type: none"> <li>Wilsonville High School opens.</li> </ul>		<ul style="list-style-type: none"> <li>A new City Hall building opens at Wilsonville Road and Town Center Loop.</li> </ul>
<b>1980</b>	<ul style="list-style-type: none"> <li>Wilsonville adopts its first Comprehensive Plan.</li> <li>Population: 2,920</li> </ul>	<b>1996</b>	<ul style="list-style-type: none"> <li>Charlotte Lehan elected Mayor.</li> </ul>	<b>2007</b>	<ul style="list-style-type: none"> <li>Public Works and Police Department relocated to the old City Hall building.</li> </ul>
<b>1982</b>	<ul style="list-style-type: none"> <li>Voters approve Wilsonville's first tax base: \$300,000.</li> <li>Wilsonville's first library opens.</li> </ul>	<b>1998</b>	<ul style="list-style-type: none"> <li>City Council imposes moratorium on new development until a new long-term water supply is identified.</li> </ul>	<b>2008</b>	<ul style="list-style-type: none"> <li>Tim Knapp elected Mayor.</li> </ul>
<b>1983</b>	<ul style="list-style-type: none"> <li>A new City Hall building opens.</li> </ul>	<b>1999</b>	<ul style="list-style-type: none"> <li>City voters approve the Willamette River as Wilsonville's new long-term water source.</li> </ul>	<b>2009</b>	<ul style="list-style-type: none"> <li>Local voters approve the creation of a county library district.</li> </ul>
<b>1984</b>	<ul style="list-style-type: none"> <li>Voters approve a tax base amendment to incorporate a serial levy for senior services into the base.</li> </ul>	<b>2000</b>	<ul style="list-style-type: none"> <li>Construction begins on State of Oregon women's prison and on water treatment facility on the Willamette River.</li> <li>Voters approve \$4M library expansion bond.</li> <li>Population: 13,615</li> </ul>	<b>2010</b>	<ul style="list-style-type: none"> <li>WES Commuter Rail begins Operations.</li> <li>Fred Meyer/Old Town Square development begins construction.</li> </ul>
<b>1986</b>	<ul style="list-style-type: none"> <li>Pete Wall hired as Wilsonville's first City Manager.</li> </ul>	<b>2001</b>	<ul style="list-style-type: none"> <li>Construction begins on library expansion.</li> <li>Women's prison facility completed and begins accepting inmates.</li> </ul>	<b>2011</b>	<ul style="list-style-type: none"> <li>Population: 19,525</li> <li>Bryan Cosgrove hired as City Manager.</li> <li>Old Town Square opens, featuring a 210,000 square foot Fred Meyer store.</li> </ul>
<b>1987</b>	<ul style="list-style-type: none"> <li>Voters approve a bond measure to pay for a new library and park improvements.</li> </ul>				

# City History Timeline

<p><b>2012</b></p> <ul style="list-style-type: none"> <li>• Oregon Institute of Technology opens its Wilsonville campus.</li> </ul>	<p><b>2018</b></p> <ul style="list-style-type: none"> <li>• Meridian Creek Middle School opens.</li> </ul>	<p><b>2022</b></p> <ul style="list-style-type: none"> <li>• Construction begins on a new Public Works complex.</li> </ul>
<p><b>2014</b></p> <ul style="list-style-type: none"> <li>• Lowrie Primary School K-5 opens.</li> </ul>	<p><b>2019</b></p> <ul style="list-style-type: none"> <li>• Council approves a \$1,054,000 library remodeling project.</li> </ul>	<p><b>2023</b></p> <ul style="list-style-type: none"> <li>• The City adopted Resolution 3058 to regulate camping for survival on public property.</li> </ul>
<p><b>2015</b></p> <ul style="list-style-type: none"> <li>• The City's Wastewater Treatment Plant is upgraded and expanded.</li> </ul>	<p><b>2020</b></p> <ul style="list-style-type: none"> <li>• City starts using zero emission battery electric bus.</li> <li>• NW Natural Street of Dreams event was held in Frog Pond development with 6 homes valued at over \$4 million.</li> </ul>	<p><b>2024</b></p> <ul style="list-style-type: none"> <li>• To ensure safe travel, the Boeckman Bridge Corridor project begins.</li> <li>• Groundbreaking event for mixed-use affordable housing development at the Wilsonville Transit Center.</li> </ul>
<p><b>2016</b></p> <ul style="list-style-type: none"> <li>• Substantial work begins on the Basalt Creek Concept Plan and Frog Pond Area Plan.</li> <li>• Population: 22,700</li> </ul>	<p><b>2021</b></p> <ul style="list-style-type: none"> <li>• State of emergency declared in response to COVID-19.</li> <li>• Oregon wildfires burned over 1,000,000 acres of land.</li> <li>• Population: 26,664</li> <li>• Julie Fitzgerald elected Mayor.</li> <li>• Bus on Shoulder pilot project launches.</li> <li>• 12,000 sq. foot nature play area opens in Memorial Park.</li> </ul>	<p><b>2025</b></p> <ul style="list-style-type: none"> <li>• Shawn O'Neil elected Mayor.</li> <li>• Construction of a seismically resilient reservoir to increase overall water storage capacity to support growth.</li> <li>• Electric Book Bike debuts to provide library services on the go.</li> <li>• Population: 27,371</li> </ul>
<p><b>2017</b></p> <ul style="list-style-type: none"> <li>• TVWD and the City of Hillsboro partner to extend Willamette River water into Washington County.</li> <li>• In order to relieve congestion, the City begins expansion of main connector streets, including Boones Ferry to Brown Road and Kinsman Road.</li> </ul>		



Library staff take the Book Bike out into the community to provide library services on the go, while encouraging a healthy and eco-friendly mode of transportation.

# About Wilsonville

## City Statistics - Services

Description	Base Year 2020	Year 2025	% Change	Source
<b>Culture and recreation:</b>				
Libraries	1	1	0%	City Library
Parks/open space acreage	253	253	0%	Parks Department
Parks	16	19	19%	Parks Department
Water features	4	5	25%	Parks Department
Soccer fields	3	3	0%	Parks Department
Baseball fields	5	5	0%	Parks Department
Tennis courts	2	2	0%	Parks Department
Basketball Courts	6	6	0%	Parks Department
Skate parks	2	2	0%	Parks Department
Playgrounds	17	18	6%	Parks Department
Docks (city property)	1	1	0%	Parks Department
Community centers	1	1	0%	Community Services
Golf courses (private)	1	1	0%	Business license
Movie screens (private)	9	0	-100%	Business license
Amusement centers (private)	1	1	0%	Business license
Restaurants (private)	71	68	-4%	Business license
<b>City utilities:</b>				
<b>Water:</b>				
Production capacity	15 mgd	17 mgd	13%	Public Works
Peak capacity demand	10.9 mgd	11.1 mgd	2%	Public Works
Storage capacity	10 mg	11 mg	10%	Public Works
Number of reservoirs	4	4	0%	Public Works
Miles of water pipeline	136	134	-1%	Public Works
Customers	6,844	7,359	8%	Utility Billing
<b>Wastewater:</b>				
Treatment design capacity	4 mgd	4.48 mgd	12%	Public Works
Average daily treatment	2.1 mgd	2.34 mgd	11%	Public Works
Miles of sewer pipeline	88	90	2%	Public Works
Biosolids, tons/day	2.3	1.4	-41%	Public Works
Lift Stations	9	9	0%	Public Works
<b>Stormwater:</b>				
Average rainfall, inches	43	43	0%	<a href="http://www.bestplaces.net">www.bestplaces.net</a>
Miles of storm sewers	81	90	11%	Public Works
Stormwater catch basins	2,325	3,403	46%	Public Works
Manholes	2,336	2,785	19%	Public Works
Detention Ponds	10	11	10%	Public Works
<b>Street lights:</b>				
Number of lights	3,645	3,198	-12%	Public Works
Number of streetlight poles	2,717	3,000	10%	Public Works
<b>Public Safety:</b>				
Police calls - public initiated	6,574	6,075	-8%	Clackamas Co Sheriff
Number of sworn officers	19	22	16%	Clackamas Co Sheriff
Fire stations	2	3	50%	Fire District

### LEGEND

*mg = million gallons*

*mgd = million gallons per day*

# About Wilsonville

## City Statistics - Services

Description	Base Year 2020	Year 2025	% Change	Source
<b>Public Transportation:</b>				
<b>City operated:</b>				
Fixed routes (daily)	9	8	-11%	City Transit
Demand based trips (annually)	12,698	12,962	2%	City Transit
Number of riders (annually)	240,357	211,529	-12%	City Transit
Miles driven (annually)	719,313	599,315	-17%	City Transit
<b>Inter-City Connections:</b>				
City of Canby - local trips (daily)	12	12	0%	City Transit
City of Salem - local trips (daily)	10	10	0%	City Transit
Tualatin P&R - daily round trips	35	30	-14%	City Transit
<b>Streets:</b>				
Centerline miles	85	88	4%	Public Works
Signal lighted intersections	23	24	4%	Public Works
Freeway interchanges	3	3	0%	Public Works
Bridges	4	5	25%	Public Works
Street trees	24,289	25,335	4%	Public Works
Signs	4,942	5,645	14%	Public Works
<b>Public Schools:</b>				
Elementary schools	3	3	0%	School District
Middle schools	2	2	0%	School District
Charter schools	1	0	-100%	School District
High schools	1	1	0%	School District
<b>Building Permits:</b>				
Commercial, units	214	333	56%	Building Dept.
Commercial, value	\$32 million	\$87.8 million	174%	Building Dept.
Residential, units	113	175	55%	Building Dept.
Residential, value	\$22 million	\$40.8 million	85%	Building Dept.

## Principal Employers

Employer	Type of Business	2024-25	
		Number of Employees	Percentage of total City employment*
Siemens Mentor Graphics Corporation	CAD software systems	1,010	5.8%
Collins Aerospace	Aerospace technology	600	3.4%
Coca Cola Bottling Company	Bottling & distribution center	566	3.2%
Sysco Food Services of Portland Inc.	Warehouse & distribution center	499	2.9%
Columbia Distributing	Warehouse & distribution center	400	2.3%
Costco Wholesale	Wholesale retail	329	1.9%
TE Connectivity	Consumer electronics company	309	1.8%
Twist Bioscience Corporation	Synthetic biology company	300	1.7%
OREPAC Building Products	Warehouse & distribution center	252	1.4%
Fred Meyer	Grocer	233	1.3%
		<b>4,498</b>	<b>25.8%</b>

\* Total city employment for 2024-25 was 17,436

# About Wilsonville

## City Statistics - Demographics

Wilsonville’s demographics are unusual in that home values and education levels are higher than national or regional averages. In addition, average wages exceed those of the metropolitan tri-county area. Wilsonville is a relatively wealthy community with a vibrant business community and is both a great place to raise a family and a great place in which to retire.

Except as noted, the statistics below are from the 2020 U.S. Census.

<b>Incorporated</b>	1968	<b>From US Census:</b>	<b>2010</b>	<b>2020</b>
<b>Area in square miles</b>	7.9	Population	19,509	26,664
<b>Government</b>	Council/Mgr	<b>Adult education level:</b>		
<b>Registered voters 2024</b>	17,522	High school or higher	89%	96%
<b>Voted in November 2024</b>	79%	Bachelor's degree or higher	38%	45%
		<b>Race:</b>		
<b>Population: July 2025 (PSU est.)</b>	27,371	White	79%	80%
		Hispanic	12%	13%
<b>Median home cost:</b>		Asian	4%	4%
2000 census	\$227,900	Black or African Amer.	2%	2%
2020 (zillow.com)	\$475,870	Other	3%	1%
2021 (zillow.com)	\$501,270	<b>Age and Gender:</b>		
2022 (zillow.com)	\$638,861	0 to 19 years	24%	22%
2023 (zillow.com)	\$626,757	20 to 44 years	39%	39%
2024 (zillow.com)	\$638,504	45 to 64 years	24%	24%
2025 (zillow.com)	\$625,354	65 years and over	13%	15%
		Median age (years)	36	37
<b>Assessed values (November 2025):</b>		Male	9,084	11,201
Real Property	92%	Female	10,425	13,212
Personal Property	6%	<b>Income - Households:</b>		
Public Utility	2%	Less than \$25,000	20%	6%
Manufactured Structure	0%	\$25,000 to \$49,999	26%	6%
		\$50,000 to \$74,999	17%	11%
Real Property	\$4,603 million	\$75,000 to \$99,999	15%	6%
Personal Property	\$298 million	\$100,000 or more	22%	71%
Public Utility	\$103 million	<b>Households:</b>		
Manufactured Structure	\$3 million	Total Households	8,405	9,685
<b>Local businesses:</b>		with individuals <18 yrs	28%	28%
Licenses issued (2025)	1,129	with individuals >60 yrs	25%	36%
Employees (est.)	17,436	Average household size	2.31	2.37
Annual payroll (est.)	\$1.1 billion			

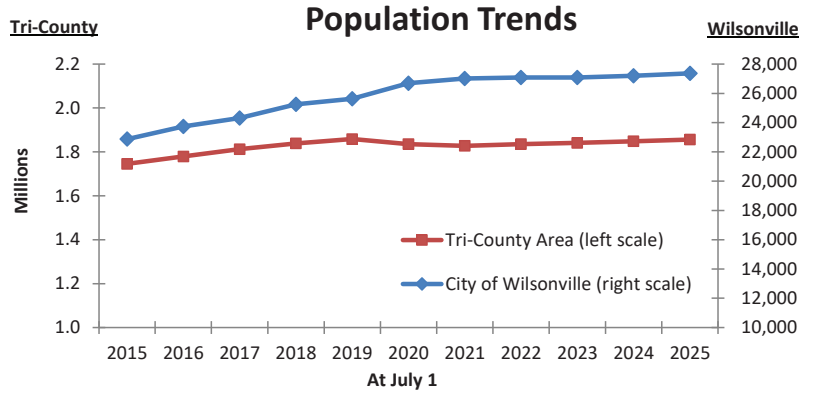
Sources: U.S. Census Bureau, Census 2010, 2020 / Portland State University Population Research Center  
Clackamas County & Washington County Elections, official results

Population

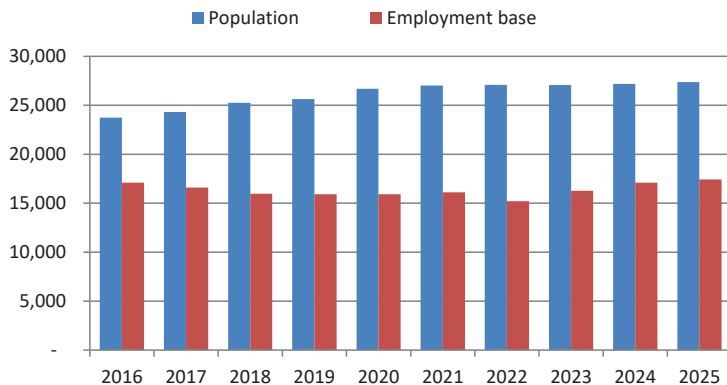
**POPULATION TRENDS, CITY VS TRI-COUNTY AREA (CLACKAMAS, MULTNOMAH, WASHINGTON)**

Both the City and the Tr-County Area were maintaining steady growth through 2019. In 2020, Wilsonville continued at 4% growth while the Tri-County actually declined. 2021-2025 the population growth for both areas has increased at less than a half of percent per year.

The Tri-County area (Clackamas, Multnomah and Washington Counties) is the major metropolitan area for the state. Within the metropolitan area is an area known as the Urban Growth Boundary. New housing and commercial development is to occur within this planned area. Wilsonville is at the south edge of the Urban Growth Boundary and has undeveloped land both east and west of the City limits, positioning the City for more growth in the future.



**Population and Local Work Force**



**WILSONVILLE POPULATION AND LOCAL EMPLOYMENT**

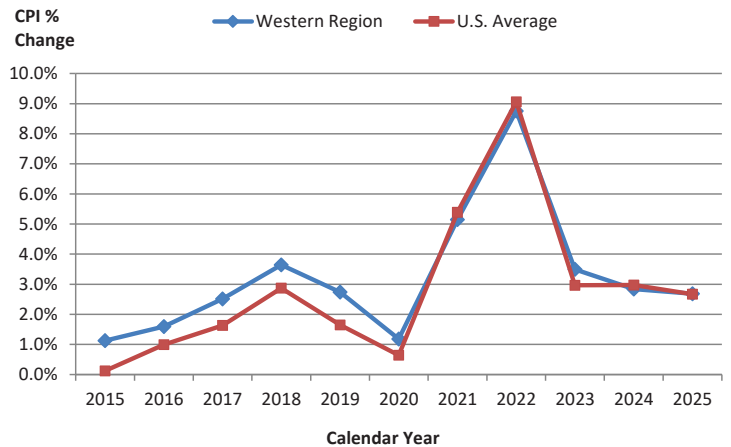
Population has slowly continued to increase over time while the Employment Base took a slight dip between 2017 and 2023.

The trend to live in a suburban area seems to be holding its appeal even if residents commute to other locations for employment. The recent increase in the employment base shows the City is recovering from the Pandemic.

**CONSUMER PRICE INDEX  
CPI: WESTERN REGION VS NATIONAL AVERAGE**

The Western Region consist of Alaska, Washington, Oregon, Idaho, Nevada, California, Arizona, Hawaii, and Guam. Both indices represent all urban items on a calendar year basis. The price levels in the Western Region were greater than the prices nation-wide from 2015 - 2020. Supply chain shortages during the pandemic caused prices to skyrocket from 2020 to 2022. In 2023, there was a sharp decline in prices. They both leveled out and the US Average and the Western Region were at 2.7% for 2025.

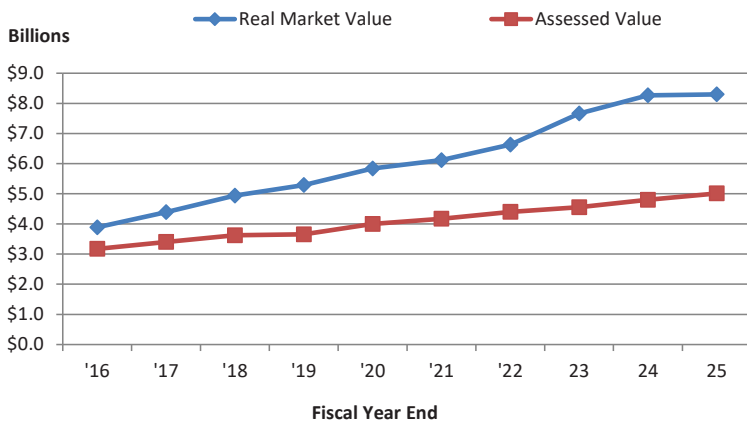
**Annual Percent Change in CPI-U Index**



# Trends and Analysis

## Property Taxes

### Property Values



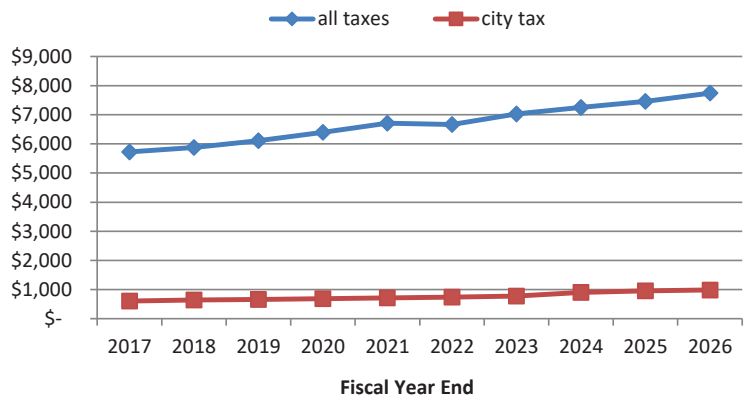
### PROPERTY TAX VALUES – REAL MARKET VS ASSESSED

Real market value reflects the estimate by Clackamas County if the property were to be sold. Assessed value is a measure of the taxable value of real, personal and utility property in the City. In 1997, voters passed Measure 50 which separated real market value and assessed value, and limited the growth of assessed value to 3% per year, plus improvements. Property taxes are levied on the lower of either the assessed value or market value. Real Market Value has continued to be higher than Assessed value since the Great Recession. In 2025, assessed values are approximately 60% of real market value.

### TAX BILL GROWTH COMPARISONS

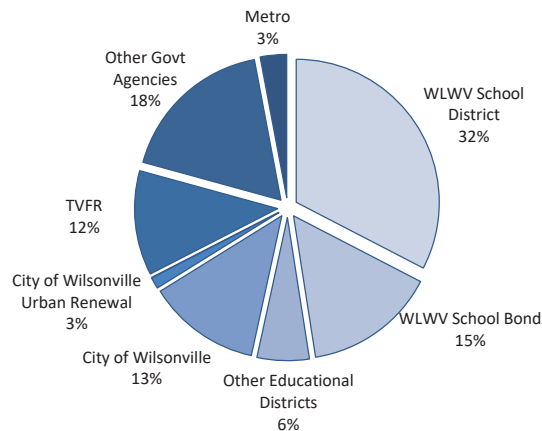
The graph at right is representative of a typical home in Wilsonville. The city share of total taxes in 2026 is almost 13%. Other taxing entities include schools, county, fire district, Metro, and voter approved bonds. The total increase in taxes is due in part to the 3% growth allowed by law and for voter approved levies and bonds. Currently there are local option levies and bonds for West Linn/Wilsonville School District, TVF&R, and Metro. The West Linn/Wilsonville School has the highest bond assessment at \$2.8796 per \$1,000 of assessed value.

### Tax Bill History, City Portion and Total Taxes



The chart shows the breakout of the approximate share of property taxes that are paid to each overlapping jurisdiction. The City's tax rate is fixed at \$2.4564 per \$1,000 of assessed value. Assessed value is allowed to increase by 3% per year plus the assessed value of new construction.

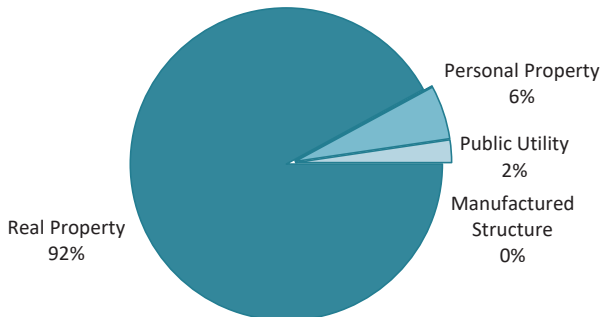
### Property Taxes by Jurisdiction FY 2025-26



Property Type Tax Burden

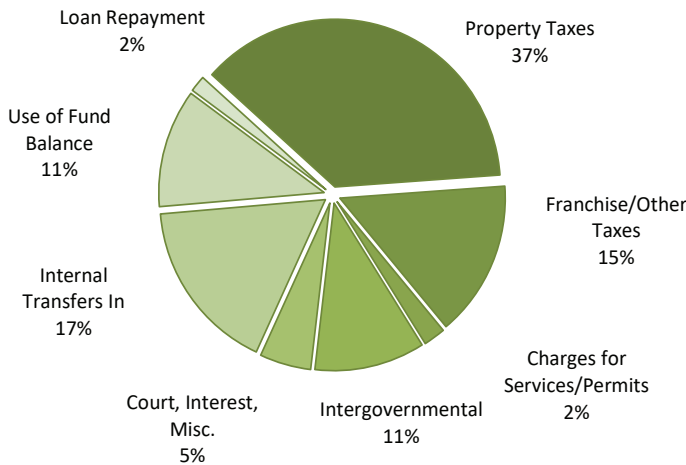
The majority of our taxes come from real property.

City Taxes 2025 - by Property Type



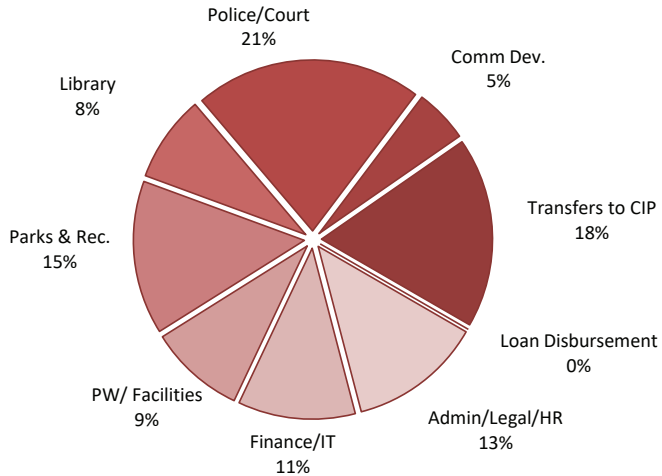
Property taxes are recorded in the City’s General Fund, where they combine with other revenues to fund important city services. Property taxes made up approximately one third of total General Fund resources in FY 2024-25.

General Fund Sources - FY 2024-25



This chart represents the percent of money allocated from the General Fund to different areas in FY 2024-25.

General Fund Uses - FY 2024-25



# Budget Process

## City Budget Calendar

### ***October 2025 through January 2026***

- Develop and update capital improvements 5-year plan
- Review financial position
- Develop basic departmental worksheets

### ***January 2026***

- Departments determine needs for the coming year
- Requests for new or expanded programs submitted
- Revenue and debt service estimates compiled

### ***February 2026***

- Review and analysis of departmental budget requests
- Mid-Year Financial Review for the current fiscal year presented to Budget Committee
- Computation of indirect costs and interfund transfers

### ***March 2026***

- Internal meetings regarding departmental budget requests

### ***April 2026***

- City Manager proposed budget determined
- Final adjustments to balance each fund
- Preparation of proposed budget document
- Post notice of Budget Committee public hearings on City website
- Advertise notice of Budget Committee public hearings, twice between 5 and 30 days prior to meeting
- Proposed Budget printed and delivered to Budget Committee members

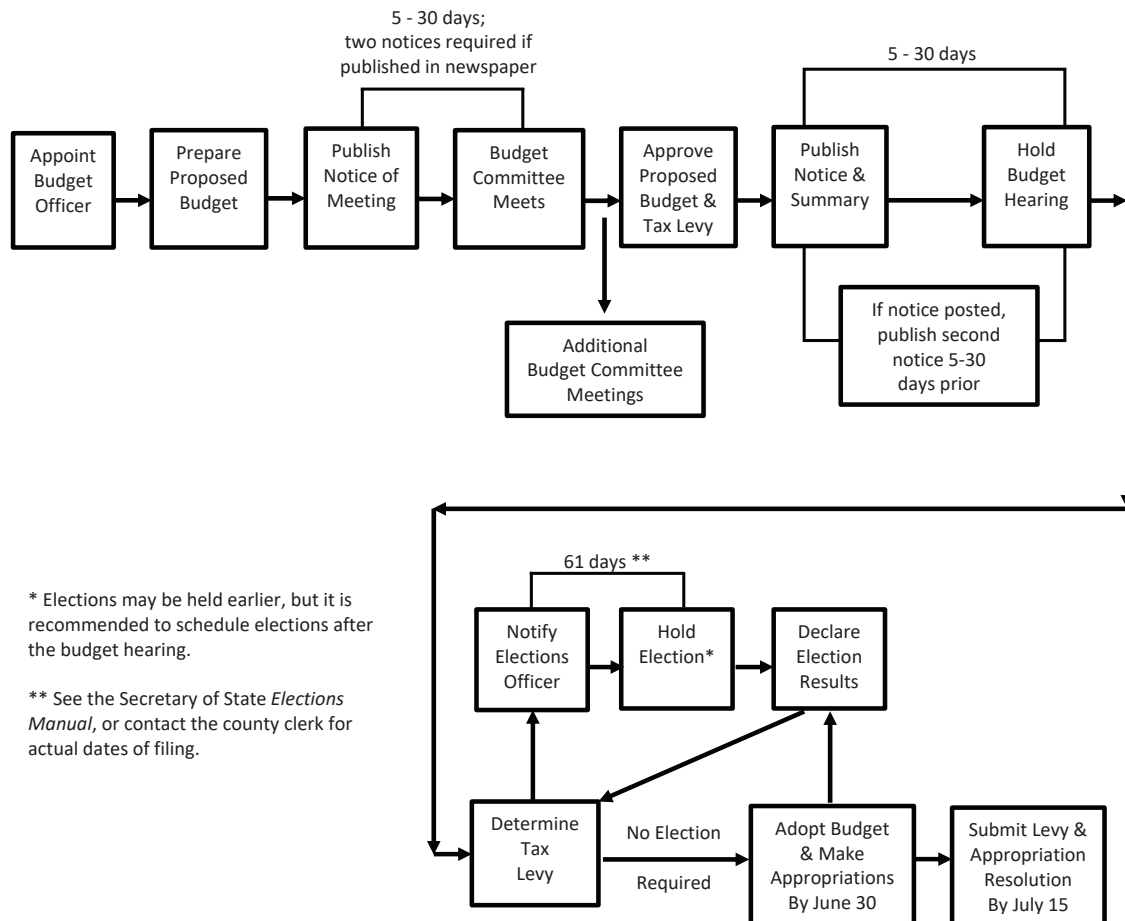
### ***May 2026***

- City Manager presents budget message at opening meeting of Budget Committee, public testimony received
- Advertise notice of state shared revenues
- Advertise budget adoption public hearing
- Publish legal forms summarizing approved budget

### ***June 2026***

- Council receives public input on budget approved by Budget Committee
- Council discusses and proposes changes, if any
- Council adopts budget, makes appropriations and declares tax levies

## Budget Process as Prescribed by Statute (ORS 294)



## Budgeting in the State of Oregon

A budget as defined by Oregon State Law [Oregon Revised Statutes (ORS 294)], is a financial plan containing estimates of revenues and expenditures for a given period or purpose. Local governments in Oregon operate on a fiscal year that begins July 1 and ends the following June 30. Budgeting requires local governments to evaluate plans and priorities in light of the financial resources available to meet those needs. In Oregon, a budget is necessary to justify the need for a given rate and amount of property taxes.

Oregon's local governments are highly regulated and controlled by ORS. The state's local budget law is set out in ORS 294.305 to 294.565.

Oregon local budget law has four major purposes:

- Establish standard procedures
- Outline programs and services and the fiscal policy to carry them out
- Provide methods of estimating revenues, expenditures, and proposed levies
- Encourage citizen involvement in budget formulation before budget adoption

The budget proceeds through three phases before it is final. The first phase is the Proposed Budget, presented by the jurisdiction's Budget Official to the Budget Committee. The proposed budget includes dollar amounts and explanations for revenues and expenditures. A balanced budget must be presented. The budget officer presents a budget message along with the proposed amounts to a citizen budget committee.

# Budget Process

The second phase is the Approved Budget, where the Budget Committee deliberates on the budget and votes on its approval. The committee consists of the elected officials and an equal number of electors of the city. The Budget Committee reviews the budget, allows for the public to ask questions about and comment on the budget, and makes adjustments the Committee deems necessary. The Committee then votes on a balanced budget and it becomes the Approved Budget.

The third phase is the Adopted Budget, where the governing body considers the Budget Committee's Approved Budget and votes on its adoption for the subsequent fiscal year. The governing body may make further changes, within certain constraints, and then adopts the budget. Adoption must occur no later than June 30 of each year.

## Budgeting in the City of Wilsonville

The City prepares its budget in accordance with the aforementioned ORS and City Charter. The budget is presented in fund and department categories. Budgetary control is at the department level or at the major appropriation category if only one department exists in a fund. The adopted budget can be amended as described below. Over-expenditures at the control level are prohibited. The City uses the encumbrance system during the year to facilitate budget control. At fiscal year end all outstanding encumbrances lapse. Unexpended budget appropriations lapse at the fiscal year end.

The City Manager serves as the Budget Officer (ORS 294.331) and ensures the preparation of the budget document, presents the budget message to the Budget Committee and ensures budgetary control at the approved appropriation level. The Finance Department works closely with the City Manager and City Departments to prepare the budget document, and engages in ongoing review and monitoring of revenues and expenditures at the budget control level.

The City employs baseline (or status quo) budgeting that assumes the current service levels are maintained into the next budget year. Increases are considered separately and are dependent upon available resources and priorities.

Governmental funds use a modified accrual basis for budgeting and reporting. Under this method revenues are budgeted if they are measurable and available within 60 days of fiscal year end. Revenues subject to accrual include property taxes, payroll taxes, franchise fees, interest and state shared revenues. Expenditures are budgeted in the period during which the goods and services are provided. Principal and interest on debt obligation are budgeted in the fiscal year of payment. Compensated absences are not budgeted in governmental funds. For GAAP based reporting, major variances from budget including capitalization of assets, depreciation and debt issuance are reported as an increase in liabilities and principal payments is shown as a reduction in liabilities.

Proprietary funds use a similar modified accrual basis except that revenues are budgeted when earned and compensated absences are accrued as an expense. Budget reporting in proprietary fund annual audited statements use the modified accrual basis.

## Budgeting Amendments

The adopted budget may be amended by budget transfers (ORS 294.463) or supplemental (ORS 294.471 to 294.473). Generally, transfers consist of moving appropriations within a fund from one major appropriation category to another. Supplemental adjustments typically involve increasing the total appropriation level (as well as the resources). Certain supplement adjustments require publication of the proposed adjustments in a paper of general circulation within the community and posting on the city website. All adjustments to the budget are made via resolutions. Amendments after the adoption do not require approval by the Budget Committee.

## Budget Document Columns

Four columns of data are provided in the proposed document as outlined by Oregon's Budget Law: two prior years of actual, current fiscal year budget as amended by transfers and supplemental adjustments, and amounts proposed for the new year. The adopted document is similar except columns for approved and adopted are added.

## Budget Committee

Oregon budgeting law requires the formation of a Budget Committee to review and approve the budget as proposed by the Budget Officer (ORS 294.414). The committee consists of the governing body (City Council) plus an equal number of voters within the municipality. The non-elected positions are appointed by the Council and serve three-year terms. Non-elected positions are limited to two three-year terms. Terms are staggered so that approximately one third of the terms of the appointed members end each year. Wilsonville has a Budget Committee consisting of ten members. Each member has an equal vote. Members receive no compensation for their services.

The Budget Committee receives the proposed budget as prepared by City staff and presented by the Budget Officer (City Manager). The committee may approve the proposed budget intact, or change part or all of it prior to final approval by the City Council.

Oregon law at one time specified that municipal corporations with a population of less than 200,000 within a county having a population greater than 500,000 shall submit its approved budget document to the tax supervising and conservation commission at least 30 days prior to the date of the public hearing for Budget Committee approval (ORS 294.411). However, in 2006, a new law passed authorizing counties with a population greater than 500,000 to require each taxing jurisdiction within the county to submit certain summarized, financial information. Because a portion of Wilsonville is within Washington County, the City submits the required, summarized financial information to that county. A majority of Wilsonville lies within Clackamas County, which has a population less than 500,000, so no submission is required.

The powers and duties of the Budget Committee are (ORS 294.426-428):

- Receive the budget message and proposed budget;
- Provide to the public an opportunity to ask questions about or comment on the budget;
- Discuss and deliberate on the budget;
- Request from officers or employees information needed for their approval of the budget;
- Specify the ad valorem property tax amount or rate;
- Approve the budget as voted on by the Committee and forward to the City Council for adoption.

The Budget Committee members for review and approval of the budget:

### **CITY COUNCIL MEMBERS**

Shawn O’Neil, Mayor  
Caroline Berry , Council President  
Adam Cunningham, Councilor  
Sam Scull, Councilor  
Anne Shevlin, Councilor

### **CITIZEN MEMBERS**

Tyler Beach  
Larisa Manuel Byers  
Synthea Russell  
Adrienne Scritsmier  
Andrew Engel

# Budget Process

## Budget Assumptions for FY 2026-27

### ***Personnel Services:***

The City has three classifications of employees: 1) Non-represented employees; 2) Wilsonville Municipal Employees Association/American Federation of State, County, and Municipal Employees (AFSME) local 7070 employees, covering general service non-exempt employees; and 3) Service Employees International Union employees (SEIU), covering most transit and fleet employees.

#### **WAGES:**

- Wages are budgeted according to cost-of-living and merit adjustment as specified in the various labor contracts. Salary schedules are located in the appendix, section E.

#### **BENEFITS:**

- Health insurance premiums are budgeted to increase 10% on January 1, 2027.
  - Non-represented: Employees pay 10% of premium.
  - AFSME: Employees pay 10% of premium cost.
  - SEIU: Employees pay 10% of premium cost.
- Public Employees Retirement (PERS) rates are set every two years. FY 2026-27 is the second year of the biennium cycle for the PERS rates, from July 1, 2025 through June 30, 2027. Effective July 1, 2025 the employer share for Tier 1 & 2 employees is 24.65% and for OPSRP employees (Oregon Public Service Retirement Plan) 21.62%, plus 6% employee pick up. Employees hired on or after August 29, 2003 are part of OPSRP, unless membership was previously established by PERS.
- Non-represented 401(a) contribution is set at 3%.

### ***Material and Services:***

- The budget includes inflationary increases of 1% over the prior year. Materials and Services that are proposed to change up or down by 10% or more are explained in the Program Expenditure section of this document.
- Utility expense budgeted based on usage trends, system expansions, and anticipated rate increases. The increase to utility budgets averaged a 7.5% increase.
- Proposed additions or service changes included in the Budget are explained in the Budget Highlights for each program, in the Program Expenditures section of this budget book.

### ***Capital Outlay:***

- By definition, capital outlay are assets with a life longer than one year and initial cost of at least \$10,000.
- Budget amounts are based on purchase cost and estimates to put the asset into operation.

### ***Debt Service:***

- The Urban Renewal Agency will engage in short-term, “overnight” debt from the City’s General Fund in FY 2026-27. It will be used meet cash flow needs of capital improvements.

## Budget Assumptions for FY 2026-27

### ***Indirect Cost Allocations:***

- Administrative functions are allocated to benefiting funds and programs based on an equitable activity for each function. For example, Human Resources is allocated based on number of employees, Information Technology is based on the computers and related equipment used by a department.
- Allocations are net of direct costs, dedicated program revenues, and amounts determined to be core to the General Fund.

### ***Primary Revenue Sources:***

- Property tax revenues for the General Fund are estimated to increase approximately 5% over the amount budgeted in FY 2025-26. This increase is based on the legally allowed 3% growth in assessed value, upon which property taxes are based, as well as new construction added to the tax roll. This increase also takes into account the closure of the Year 2000 plan Urban Renewal District, as well as a reduction of the incremental value of the Westside plan Urban Renewal District.
- Building permits are based on developer construction plans as communicated to staff.
- Water rates last increased May 1, 2023 with no additional increases budgeted.
- Sewer rates last increased April 1, 2026. The residential base fee is \$23.12. It is scheduled to increase \$3.28 on the first of January each year through 2030. Then it will be adjusted annually based on the Consumer Price Index.
- Stormwater rates increased March 1, 2026 from a monthly rate of \$11.90 per equivalent residential unit (ERU) to \$17.65 per ERU. January 1 of 2027 and 2028 the monthly rate will increase an additional \$5.75 per year. In 2029, the rates will be adjusted based on the Consumer Price Index.
- Road maintenance fees are based on a per-trip basis, with customers falling into various trip categories, indexed to the trips generated by an ERU. One residential unit, for example, generates approximately 10 trips a day per month. As of 11/1/2025 the monthly cost is \$11.24 per ERU. Commercial and industrial customers are indexed to this ERU and charged accordingly. The fee is subject to change November 1 of each year.
- Transit tax is based on estimated wage base. The current rate is .005.
- Investment revenue is allocated on available pooled cash balances throughout the year.

### ***Fund Balance Classifications:***

- Restricted and Committed Balances are determined by Council Resolutions or third-party contractual requirements.
- Assigned Balances are for purposes as designated by Council, City Manager, or Finance Director. Use of Assigned Balances is based on need and on various maintenance, capital and concept plans. Annual additions are based on resource availability.
- The Financial Policy minimum for the General Fund is 15% of operating costs.
- The Financial Policy minimum for other operating funds is 20% of operating costs, and in some funds include a set-aside equating to a year's worth of debt service.

### ***Balanced Budget:***

A balanced budget is a basic constraint intended to ensure that the City does not spend beyond its resources, and is required by the Oregon Revised Statutes. The budget balances recurring operating expenditures to recurring operating revenues. Non-recurring and one-time expenditures are funded from anticipated one-time resources, or resources carried over from the prior year.



Best of Wilsonville photo contest submission. Photo credit: Iona River.



## Fund Summaries

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The City's financial operations are budgeted and accounted for in the funds listed on the following pages. The funds are grouped by major types, as set forth by the Governmental Accounting Standards Board (GASB).

# Fund Descriptions

State law requires all funds to be budgeted.

**General Fund:** This fund accounts for resources devoted to support the services associated with local government. General Fund programs include Law Enforcement, Parks Recreation and Maintenance, the Library, Building Maintenance, Administration, Municipal Court, Finance, Information Technology and other activities for which a special fund has not been created.

**Special Revenue Funds:** These funds account for revenues allocated for a specific purpose.

- **Community Development** – Dedicated to civil engineering, economic development, planning, urban renewal management, stormwater management and natural resources
- **Building Inspection** – Dedicated to the administration and enforcement of building codes
- **Transit** – Provides a mass transit system serving Wilsonville with links north to the Portland metropolitan area’s transit system, TriMet, and south to Salem’s transit system, Cherriots
- **Road Operating** – Dedicated to signal lights, striping, curbs, gutters, potholes and minor repairs
- **Road Maintenance** – Dedicated to pay for major street repairs and reconstruction

**Enterprise Funds:** These funds account for goods and services provided on a continuing basis to the general public and are structured to be self-supporting.

- **Water Operating** – Dedicated to operations, maintenance, and debt service on the City-owned water treatment plant, water wells and the reservoirs, transmission and distribution system
- **Sewer Operating** – Dedicated to operations, maintenance, and debt service on the wastewater treatment plant and collection system
- **Stormwater** – Dedicated to maintenance of the City’s stormwater detention and diversion system and may also be used to pay for construction of improvements in developed areas of the City
- **Street Lighting** – Dedicated to pay for street lighting costs

**Internal Service Fund:** This fund accounts for activity that provides goods or services to other funds, departments or agencies of the primary government on a cost reimbursement basis.

- **Fleet Services** – Maintains and services all vehicles and equipment for City programs, including SMART buses

**Debt Service:** This fund accounts for City’s non-enterprise debt. This fund is currently inactive.

- **General Obligation Debt Service Fund** – Accounts for accumulation of resources and payment of principal and interest on voter approved general obligation bonded debt

**Capital Projects Funds:** These funds fall into two categories: Improvement Funds which account for the construction of, or improvements to, the City’s capital assets; and System Development Charges (SDC) Funds, which budget and account for the receipt of fees derived from charges the City imposes on new development.

- **Improvement Funds** – Water, Sewer, Streets, Parks, Stormwater, Facilities
- **SDC Funds** – Water, Sewer, Streets, Washington County Transportation Development Tax, Frog Pond Infrastructure, Stormwater, Parks

# Summary of Resources and Requirements

The table below summarizes the major resources and expenditures for all City funds exclusive of Urban Renewal. It also contains highlights for major revenue and expenditure categories.

## BUDGET SUMMARY - ALL CITY FUNDS COMBINED

	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
<b>RESOURCES</b>						
Property taxes	\$ 11,210,480	\$ 12,103,153	\$ 12,619,000	\$ 13,124,000	\$ 13,124,000	\$ 13,124,000
Other taxes	8,782,165	8,976,576	9,101,000	8,956,000	8,956,000	8,956,000
Licenses, franchise fees & permits	7,018,380	6,677,106	5,859,918	6,274,089	6,274,089	6,274,089
Intergovernmental	13,752,728	11,444,629	11,197,880	9,665,970	9,665,970	9,665,970
Charges for services	28,273,095	28,100,271	28,274,472	31,995,004	31,995,004	31,995,004
System development charges	9,524,755	10,438,802	8,090,000	11,100,000	11,100,000	11,100,000
Fines and forfeitures	171,644	179,814	185,000	180,000	180,000	180,000
Investment revenue	7,341,492	6,418,439	3,535,000	4,108,400	4,108,400	4,108,400
Other revenues	922,690	631,396	608,527	15,704,257	15,704,257	15,704,257
Revenue subtotal	86,997,429	84,970,186	79,470,797	101,107,720	101,107,720	101,107,720
Interfund/agency activity						
Interfund transfers in	41,573,797	49,050,787	62,939,106	74,785,280	74,785,280	74,785,280
Interagency transfers in	25,000	-	151,000	-	-	-
Interfund/agency loan proceeds	-	9,500,000	-	-	-	-
Interfund loan/repayments	2,144,731	515,100	969,940	9,892,857	9,892,857	9,892,857
Interfund/agency subtotal	43,743,528	59,065,887	64,060,046	84,678,137	84,678,137	84,678,137
Loan proceeds	-	-	10,500,000	10,750,000	10,750,000	10,750,000
Beginning fund balance	143,831,669	138,336,260	114,163,850	103,922,124	103,922,124	103,922,124
<b>TOTAL RESOURCES</b>	<b>\$ 274,572,627</b>	<b>\$ 282,372,333</b>	<b>\$ 268,194,693</b>	<b>\$ 300,457,981</b>	<b>\$ 300,457,981</b>	<b>\$ 300,457,981</b>
<b>REQUIREMENTS</b>						
Personnel services	\$ 22,303,255	\$ 24,352,049	\$ 28,614,230	\$ 29,962,240	\$ 29,962,240	\$ 29,962,240
Materials and services	24,352,310	26,296,139	32,077,386	35,200,893	35,200,893	35,200,893
Capital outlay	1,887,436	2,337,212	4,234,043	2,785,644	2,785,644	2,785,644
Capital projects	39,597,892	49,812,062	52,462,177	45,542,421	45,542,421	45,542,421
Debt service	6,021,677	4,887,920	4,868,940	13,869,917	13,869,917	13,869,917
Expenditures subtotal	94,162,570	107,685,382	122,256,776	127,361,115	127,361,115	127,361,115
Interfund/agency activity						
Interfund transfers out	41,573,797	49,050,787	62,939,106	74,785,280	74,785,280	74,785,280
Interfund/Interagency loans	500,000	9,500,000	500,000	500,000	500,000	500,000
Interfund/agency subtotal	42,073,797	58,550,787	63,439,106	75,285,280	75,285,280	75,285,280
Ending fund balance						
Nonspendable	100,447	-	-	-	-	-
Restricted	30,207,878	26,972,758	18,060,595	22,534,521	22,534,521	22,534,521
Committed	6,684,900	7,168,600	10,785,104	11,103,200	11,103,200	11,103,200
Assigned	42,605,994	45,745,405	49,550,401	56,949,590	56,949,590	56,949,590
Unassigned	58,737,041	36,249,401	4,102,711	7,224,275	7,224,275	7,224,275
Ending fund balance subtotal	138,336,260	116,136,164	82,498,811	97,811,586	97,811,586	97,811,586
<b>TOTAL REQUIREMENTS</b>	<b>\$ 274,572,627</b>	<b>\$ 282,372,333</b>	<b>\$ 268,194,693</b>	<b>\$ 300,457,981</b>	<b>\$ 300,457,981</b>	<b>\$ 300,457,981</b>

# Fund Summaries

## SUMMARY OF CITY FUNDS

	General	Community Development	Building Inspection	Transit	Road Operating	Road Maintenance
<b>RESOURCES</b>						
Property taxes	\$ 13,124,000	\$ -	\$ -	\$ -	\$ -	\$ -
Other taxes	600,000	-	-	6,300,000	2,056,000	-
Licenses, franchise fees & permits	4,564,660	433,629	1,253,800	-	-	-
Intergovernmental	2,952,642	125,000	-	3,807,000	-	-
Charges for services	442,602	507,002	-	-	-	2,775,000
System development charges	-	-	-	-	-	-
Fines and forfeitures	175,000	-	-	5,000	-	-
Investment revenue	529,700	93,800	158,600	752,300	30,400	206,300
Other revenues	164,900	16,000	-	-	-	-
Revenue Subtotal	22,553,504	1,175,431	1,412,400	10,864,300	2,086,400	2,981,300
Interfund/agency activity						
Interfund transfers in	13,423,651	4,290,266	-	-	42,000	-
Interfund loan/repayments	500,000	-	-	-	469,940	-
Interfund/agency subtotal	13,923,651	4,290,266	-	-	511,940	-
Loan proceeds	-	-	-	-	-	-
Beginning fund balance	12,736,236	2,482,322	4,005,630	18,808,039	759,099	5,156,275
<b>TOTAL RESOURCES</b>	<b>\$ 49,213,391</b>	<b>\$ 7,948,019</b>	<b>\$ 5,418,030</b>	<b>\$ 29,672,339</b>	<b>\$ 3,357,439</b>	<b>\$ 8,137,575</b>
<b>REQUIREMENTS</b>						
Personnel services	\$ 14,745,820	\$ 4,207,600	\$ 1,186,970	\$ 6,307,340	\$ 602,380	\$ -
Materials and services	15,798,390	973,849	247,809	2,703,574	825,240	-
Capital outlay	75,000	-	-	1,148,000	-	-
Capital projects	-	-	-	-	-	-
Debt service	-	-	-	-	358,000	-
Expenditures subtotal	30,619,210	5,181,449	1,434,779	10,158,914	1,785,620	-
Interfund transfers out	3,055,906	770,988	476,484	1,333,208	1,088,798	3,167,373
Interfund/Interagency loans	500,000	-	-	-	-	-
Ending fund balance						
Restricted	322,000	-	-	-	-	-
Committed	4,592,000	1,036,300	287,400	1,807,000	286,000	-
Assigned	2,900,000	959,282	3,219,367	16,373,217	197,021	4,970,202
Unassigned	7,224,275	-	-	-	-	-
Ending fund balance subtotal	15,038,275	1,995,582	3,506,767	18,180,217	483,021	4,970,202
<b>TOTAL REQUIREMENTS</b>	<b>\$ 49,213,391</b>	<b>\$ 7,948,019</b>	<b>\$ 5,418,030</b>	<b>\$ 29,672,339</b>	<b>\$ 3,357,439</b>	<b>\$ 8,137,575</b>

**SUMMARY OF CITY FUNDS - (CONTINUED)**

Water Operating	Sewer Operating	Street Lighting	Stormwater Operating	Fleet Services	Capital Projects	System Development	Grand Total
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,124,000
-	-	-	-	-	-	-	8,956,000
-	-	-	-	-	22,000	-	6,274,089
-	-	-	-	-	2,781,328	-	9,665,970
10,305,000	9,325,000	552,000	6,064,600	2,023,800	-	-	31,995,004
-	-	-	-	-	-	11,100,000	11,100,000
-	-	-	-	-	-	-	180,000
537,400	362,800	19,400	217,000	39,300	-	1,161,400	4,108,400
45,000	30,000	-	-	-	15,448,357	-	15,704,257
10,887,400	9,717,800	571,400	6,281,600	2,063,100	18,251,685	12,261,400	101,107,720
-	600,000	-	-	-	56,429,363	-	74,785,280
8,922,917	-	-	-	-	-	-	9,892,857
8,922,917	600,000	-	-	-	56,429,363	-	84,678,137
-	10,750,000	-	-	-	-	-	10,750,000
13,365,057	9,068,580	485,949	5,424,589	937,722	-	30,692,626	103,922,124
\$ 33,175,374	\$ 30,136,380	\$ 1,057,349	\$ 11,706,189	\$ 3,000,822	\$ 74,681,048	\$ 42,954,026	\$ 300,457,981
\$ 781,010	\$ 513,160	\$ -	\$ 461,050	\$ 1,156,910	\$ -	\$ -	\$ 29,962,240
7,609,563	4,762,066	347,000	944,002	892,330	-	97,070	35,200,893
848,644	480,000	-	-	234,000	-	-	2,785,644
-	-	-	-	-	45,542,421	-	45,542,421
374,000	2,960,000	-	325,000	-	9,392,917	460,000	13,869,917
9,613,217	8,715,226	347,000	1,730,052	2,283,240	54,935,338	557,070	127,361,115
2,252,548	13,526,268	194,178	8,989,384	-	19,745,710	20,184,435	74,785,280
-	-	-	-	-	-	-	500,000
-	-	-	-	-	-	22,212,521	22,534,521
1,680,000	1,060,000	69,500	285,000	-	-	-	11,103,200
19,629,609	6,834,886	446,671	701,753	717,582	-	-	56,949,590
-	-	-	-	-	-	-	7,224,275
21,309,609	7,894,886	516,171	986,753	717,582	-	22,212,521	97,811,586
\$ 33,175,374	\$ 30,136,380	\$ 1,057,349	\$ 11,706,189	\$ 3,000,822	\$ 74,681,048	\$ 42,954,026	\$ 300,457,981

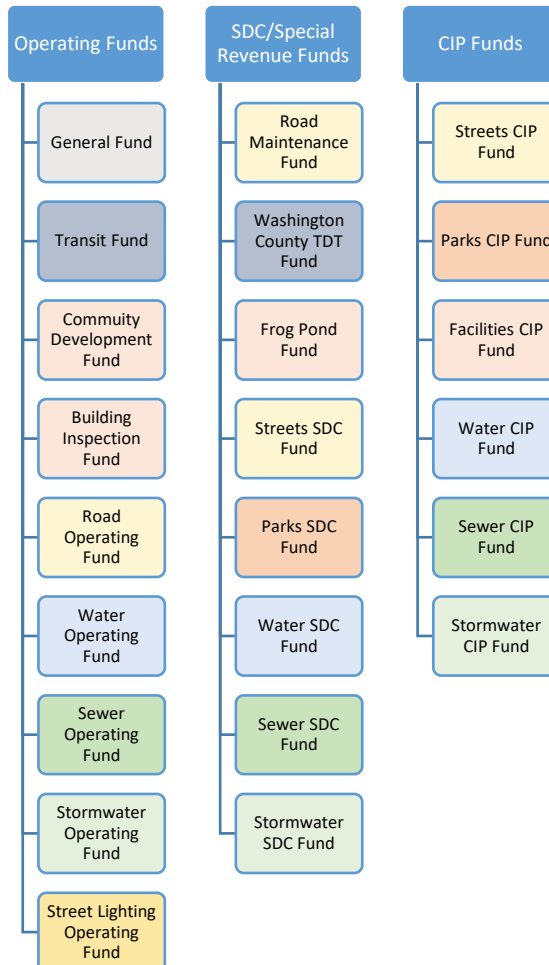
# Fund Summaries

## SUMMARY OF SYSTEM DEVELOPMENT CHARGES (SDC) FUNDS

	Water SDC	Sewer SDC	Street SDC	Washington County TDT	Frog Pond Infrastructure	Stormwater SDC	Parks SDC	Grand Total
<b>RESOURCES</b>								
System development charges	\$ 1,000,000	\$ 1,100,000	\$ 4,000,000	\$ -	\$ 2,500,000	\$ 1,500,000	\$ 1,000,000	\$ 11,100,000
Investment revenue	71,600	110,400	465,300	119,800	72,700	142,000	179,600	1,161,400
Revenue subtotal	1,071,600	1,210,400	4,465,300	119,800	2,572,700	1,642,000	1,179,600	12,261,400
Beginning fund balance	2,093,273	3,369,767	11,632,651	2,994,311	1,817,742	3,581,450	5,203,432	30,692,626
<b>TOTAL RESOURCES</b>	<b>\$ 3,164,873</b>	<b>\$ 4,580,167</b>	<b>\$ 16,097,951</b>	<b>\$ 3,114,111</b>	<b>\$ 4,390,442</b>	<b>\$ 5,223,450</b>	<b>\$ 6,383,032</b>	<b>\$ 42,954,026</b>
<b>REQUIREMENTS</b>								
Materials and services	\$ 12,380	\$ 10,520	\$ 42,800	\$ -	\$ 16,610	\$ 4,800	\$ 9,960	\$ 97,070
Debt service	460,000	-	-	-	-	-	-	460,000
Expenditure subtotal	472,380	10,520	42,800	-	16,610	4,800	9,960	557,070
Interfund transfers	444,842	2,657,511	10,427,939	-	3,856,574	2,425,500	372,069	20,184,435
Ending fund balance								
Restricted	2,247,651	1,912,136	5,627,212	3,114,111	517,258	2,793,150	6,001,003	22,212,521
<b>TOTAL REQUIREMENTS</b>	<b>\$ 3,164,873</b>	<b>\$ 4,580,167</b>	<b>\$ 16,097,951</b>	<b>\$ 3,114,111</b>	<b>\$ 4,390,442</b>	<b>\$ 5,223,450</b>	<b>\$ 6,383,032</b>	<b>\$ 42,954,026</b>

Ending fund balance varies with timing of receipts and CIP funding, and is reserved for future expenditures.

## CHART OF FUNDS



## Summary of Funds

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The following pages offer a fund-by-fund analysis of resources and requirements. Fund descriptions and categorizations by fund type are found at the beginning of this chapter.

**Resources** include all revenues, transfers, and beginning fund balances.

- **Revenues** are income received from major sources such as property taxes, user charges, permits, fees, state shared revenues, and interest earnings on investments.
- **Transfers** are transactions between funds and represent payment for services provided by one fund to another.
- **Beginning Fund Balances** are unexpended resources from the previous year which have been brought forward.

**Requirements** include all expenditures, transfers, and ending fund balances.

- **Expenditures** include employee wages and benefits, supplies and services, capital purchases, and payment of principal and interest on debt.
- **Transfers** are transactions between funds and represent payment for services provided by one fund to another.
- **Ending Fund Balances:**
  - **Nonspendable:** Balances that will never convert to cash (including inventories and prepaid items) or must remain intact pursuant to legal or contractual requirements (such as a permanent endowment).
  - **Restricted:** Legally restricted balances such as by bond covenant, contract, or statute.
  - **Committed:** Balances which are controlled by Council action. Primarily reflects the City's Fiscal Management Policy to establish an unappropriated ending balance equal to 15% operating costs in the General Fund, and a 20% operating reserve in the Special Revenue and Enterprise Funds.
  - **Assignments:** Balances designated by Council or staff but have not been formally adopted by Resolution. Principal amounts are designated for future uses.
  - **Unassigned:** General Fund Contingency.

*\*Prior year actuals have been recharacterized to conform to the Governmental Accounting Standards Board (GASB) categories of ending balances.*

# Fund Summaries

## GENERAL FUND

	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
<b>RESOURCES</b>						
Revenues						
Property taxes	\$ 11,210,480	\$ 12,103,153	\$ 12,619,000	\$ 13,124,000	\$ 13,124,000	\$ 13,124,000
Hotel/motel taxes	627,988	609,725	620,000	600,000	600,000	600,000
Franchise fees	4,033,075	4,289,372	4,289,500	4,413,000	4,413,000	4,413,000
Licenses and permits	146,467	173,705	171,700	151,660	151,660	151,660
Intergovernmental	4,421,599	3,511,689	3,254,985	2,952,642	2,952,642	2,952,642
Municipal court fines	164,038	170,557	180,000	175,000	175,000	175,000
Investment revenue	1,271,807	1,246,962	531,000	529,700	529,700	529,700
Charges for services	489,285	532,982	384,102	442,602	442,602	442,602
Miscellaneous revenue	491,966	207,313	329,450	164,900	164,900	164,900
Revenue subtotal	<u>22,856,705</u>	<u>22,845,458</u>	<u>22,379,737</u>	<u>22,553,504</u>	<u>22,553,504</u>	<u>22,553,504</u>
Transfers from other funds						
Building Inspection Fund	243,924	260,400	289,200	341,484	341,484	341,484
Community Development Fund	607,932	636,000	674,400	761,988	761,988	761,988
Transit Fund	678,648	820,800	951,600	1,170,708	1,170,708	1,170,708
Road Operating Fund	451,021	288,000	326,400	369,120	369,120	369,120
Fleet Services Fund	2,400	-	-	-	-	-
Water Operating Fund	993,485	837,900	1,077,600	1,114,416	1,114,416	1,114,416
Sewer Operating Fund	723,779	637,200	892,800	932,196	932,196	932,196
Streetlight Fund	-	-	27,600	20,928	20,928	20,928
Stormwater Operating Fund	439,435	288,000	414,000	464,580	464,580	464,580
Water Capital Projects Fund	602,873	823,283	499,521	6,632,883	6,632,883	6,632,883
Sewer Capital Projects Fund	121,958	176,182	645,434	668,437	668,437	668,437
Streets Capital Projects Fund	297,580	443,213	376,623	451,061	451,061	451,061
Stormwater Capital Projects Fund	52,072	52,846	198,347	467,350	467,350	467,350
Facilities Capital Projects Fund	12,262	186,886	88,650	12,500	12,500	12,500
Parks Capital Projects Fund	57,527	12,610	45,305	16,000	16,000	16,000
Transfers subtotal	<u>5,284,896</u>	<u>5,463,320</u>	<u>6,507,480</u>	<u>13,423,651</u>	<u>13,423,651</u>	<u>13,423,651</u>
Interfund/agency loan repayments	1,015,100	515,100	500,000	500,000	500,000	500,000
Beginning fund balance	23,018,697	22,279,588	18,001,194	12,736,236	12,736,236	12,736,236
TOTAL RESOURCES	<u>\$ 52,175,398</u>	<u>\$ 51,103,466</u>	<u>\$ 47,388,411</u>	<u>\$ 49,213,391</u>	<u>\$ 49,213,391</u>	<u>\$ 49,213,391</u>
<b>REQUIREMENTS</b>						
Expenditures						
Personnel services	\$ 11,570,567	\$ 12,636,977	\$ 14,095,430	\$ 14,745,820	\$ 14,745,820	\$ 14,745,820
Materials and services	10,845,626	12,154,030	14,924,012	15,798,390	15,798,390	15,798,390
Capital outlay	213,207	250,682	135,000	75,000	75,000	75,000
Debt service	1,129,631	-	-	-	-	-
Expenditures subtotal	<u>23,759,031</u>	<u>25,041,689</u>	<u>29,154,442</u>	<u>30,619,210</u>	<u>30,619,210</u>	<u>30,619,210</u>
Transfers to other funds						
Community Development Fund	750,000	1,650,000	1,150,000	1,150,000	1,150,000	1,150,000
Streets Capital Projects Fund	603,626	444,487	425,752	195,000	195,000	195,000
Facilities Capital Projects Fund	1,420,643	2,864,620	2,771,991	798,800	798,800	798,800
Parks Capital Projects Fund	2,862,511	2,543,011	1,800,715	912,106	912,106	912,106
Transfers subtotal	<u>5,636,780</u>	<u>7,502,118</u>	<u>6,148,458</u>	<u>3,055,906</u>	<u>3,055,906</u>	<u>3,055,906</u>
Interfund/Interagency loans						
Urban Renewal Agency	500,000	-	500,000	500,000	500,000	500,000
Ending fund balance						
Nonspendable	100,447	-	-	-	-	-
Restricted	537,661	537,661	418,800	322,000	322,000	322,000
Committed (unappropriated)	3,642,200	4,025,700	4,289,000	4,592,000	4,592,000	4,592,000
Assigned (designated)	3,800,000	2,300,000	2,775,000	2,900,000	2,900,000	2,900,000
Unassigned	14,199,279	11,696,298	4,102,711	7,224,275	7,224,275	7,224,275
Ending fund balance subtotal	<u>22,279,588</u>	<u>18,559,659</u>	<u>11,585,511</u>	<u>15,038,275</u>	<u>15,038,275</u>	<u>15,038,275</u>
TOTAL REQUIREMENTS	<u>\$ 52,175,398</u>	<u>\$ 51,103,466</u>	<u>\$ 47,388,411</u>	<u>\$ 49,213,391</u>	<u>\$ 49,213,391</u>	<u>\$ 49,213,391</u>

## COMMUNITY DEVELOPMENT FUND

	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
<b>RESOURCES</b>						
Revenues						
Licenses and permits						
Engineering	\$ 682,323	\$ 487,556	\$ 110,000	\$ 110,000	\$ 110,000	\$ 110,000
C.D. Administration	1,000	-	-	-	-	-
Planning	397,239	239,573	336,718	323,629	323,629	323,629
Licenses and permits subtotal	1,080,562	727,129	446,718	433,629	433,629	433,629
Intergovernmental	-	196,333	598,995	125,000	125,000	125,000
Charges for services						
Urban renewal	473,174	262,834	399,002	467,002	467,002	467,002
Other	88,090	49,450	40,000	40,000	40,000	40,000
Charges for services subtotal	561,264	312,284	439,002	507,002	507,002	507,002
Investment revenue	116,192	137,601	93,000	93,800	93,800	93,800
Miscellaneous revenue	26,898	23,292	18,000	16,000	16,000	16,000
Revenue subtotal	1,784,916	1,396,639	1,595,715	1,175,431	1,175,431	1,175,431
Transfers from other funds						
General Fund	750,000	1,650,000	1,150,000	1,150,000	1,150,000	1,150,000
Building Inspection Fund	102,132	108,000	133,608	135,000	135,000	135,000
Stormwater Operating Fund	337,236	349,200	463,800	430,704	430,704	430,704
Water Capital Projects Fund	485,277	666,017	597,348	360,800	360,800	360,800
Sewer Capital Projects Fund	360,286	242,187	545,470	591,000	591,000	591,000
Streets Capital Projects Fund	709,673	567,589	939,570	682,227	682,227	682,227
Stormwater Capital Projects Fund	91,334	240,145	364,069	705,250	705,250	705,250
Facilities Capital Projects Fund	38,262	36,219	60,200	31,000	31,000	31,000
Parks Capital Projects Fund	101,154	65,003	283,500	204,285	204,285	204,285
Transfers subtotal	2,975,354	3,924,360	4,537,565	4,290,266	4,290,266	4,290,266
Interagency transfers						
URA Westside Program Income	-	-	151,000	-	-	-
Beginning fund balance	2,075,991	2,273,383	2,566,468	2,482,322	2,482,322	2,482,322
TOTAL RESOURCES	\$ 6,836,261	\$ 7,594,382	\$ 8,850,748	\$ 7,948,019	\$ 7,948,019	\$ 7,948,019
<b>REQUIREMENTS</b>						
Expenditures						
Personnel services	\$ 3,412,369	\$ 3,754,441	\$ 3,995,690	\$ 4,207,600	\$ 4,207,600	\$ 4,207,600
Materials and services	542,577	541,857	1,031,820	973,849	973,849	973,849
Expenditures subtotal	3,954,946	4,296,298	5,027,510	5,181,449	5,181,449	5,181,449
Transfers to other funds						
General Fund	607,932	636,000	674,400	761,988	761,988	761,988
Streets Capital Projects Fund	-	123,000	495,809	-	-	-
Facilities Capital Projects Fund	-	25,818	-	9,000	9,000	9,000
Transfers subtotal	607,932	784,818	1,170,209	770,988	770,988	770,988
Ending fund balance						
Committed (unappropriated)	897,700	946,300	1,002,600	1,036,300	1,036,300	1,036,300
Assigned (designated)	-	-	600,000	600,000	600,000	600,000
Assigned (contingency)	1,375,683	1,566,966	1,050,429	359,282	359,282	359,282
Ending fund balance subtotal	2,273,383	2,513,266	2,653,029	1,995,582	1,995,582	1,995,582
TOTAL REQUIREMENTS	\$ 6,836,261	\$ 7,594,382	\$ 8,850,748	\$ 7,948,019	\$ 7,948,019	\$ 7,948,019

# Fund Summaries

## BUILDING INSPECTION FUND

	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
<b>RESOURCES</b>						
Revenues						
Licenses and permits	\$ 1,721,776	\$ 1,477,119	\$ 952,000	\$ 1,253,800	\$ 1,253,800	\$ 1,253,800
Investment revenue	195,577	183,424	157,000	158,600	158,600	158,600
Revenue subtotal	1,917,353	1,660,543	1,109,000	1,412,400	1,412,400	1,412,400
Beginning fund balance	3,669,500	4,178,086	3,913,235	4,005,630	4,005,630	4,005,630
<b>TOTAL RESOURCES</b>	<b>\$ 5,586,853</b>	<b>\$ 5,838,629</b>	<b>\$ 5,022,235</b>	<b>\$ 5,418,030</b>	<b>\$ 5,418,030</b>	<b>\$ 5,418,030</b>
<b>REQUIREMENTS</b>						
Expenditures						
Personnel services	\$ 907,518	\$ 953,465	\$ 1,148,520	\$ 1,186,970	\$ 1,186,970	\$ 1,186,970
Materials and services	155,193	174,623	243,155	247,809	247,809	247,809
Expenditures subtotal	1,062,711	1,128,088	1,391,675	1,434,779	1,434,779	1,434,779
Transfers to other funds						
Community Development Fund	102,132	108,000	133,608	135,000	135,000	135,000
General Fund	243,924	260,400	289,200	341,484	341,484	341,484
Transfers subtotal	346,056	368,400	422,808	476,484	476,484	476,484
Ending fund balance						
Committed (unappropriated)	266,500	245,800	278,400	287,400	287,400	287,400
Assigned (contingency)	3,911,586	4,096,341	2,929,352	3,219,367	3,219,367	3,219,367
Ending fund balance subtotal	4,178,086	4,342,141	3,207,752	3,506,767	3,506,767	3,506,767
<b>TOTAL REQUIREMENTS</b>	<b>\$ 5,586,853</b>	<b>\$ 5,838,629</b>	<b>\$ 5,022,235</b>	<b>\$ 5,418,030</b>	<b>\$ 5,418,030</b>	<b>\$ 5,418,030</b>

**TRANSIT FUND**

	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
<b>RESOURCES</b>						
Revenues						
Transit tax	\$ 5,989,921	\$ 6,145,823	\$ 6,300,000	\$ 6,300,000	\$ 6,300,000	\$ 6,300,000
Intergovernmental	4,697,197	5,976,274	2,757,000	3,807,000	3,807,000	3,807,000
Charges for services	15,876	20,167	20,000	-	-	-
Investment revenue	879,170	928,167	698,000	752,300	752,300	752,300
Fines and forfeitures	7,606	9,257	5,000	5,000	5,000	5,000
Miscellaneous revenue	19,568	80,699	16,000	-	-	-
Revenue subtotal	11,609,338	13,160,387	9,796,000	10,864,300	10,864,300	10,864,300
Beginning fund balance	17,714,367	21,136,679	19,758,746	18,808,039	18,808,039	18,808,039
<b>TOTAL RESOURCES</b>	<b>\$ 29,323,705</b>	<b>\$ 34,297,066</b>	<b>\$ 29,554,746</b>	<b>\$ 29,672,339</b>	<b>\$ 29,672,339</b>	<b>\$ 29,672,339</b>
<b>REQUIREMENTS</b>						
Expenditures						
Personnel services	\$ 3,801,540	\$ 4,372,578	\$ 5,871,460	\$ 6,307,340	\$ 6,307,340	\$ 6,307,340
Materials and services	2,730,008	2,522,525	2,914,658	2,703,574	2,703,574	2,703,574
Capital outlay	921,804	1,368,332	1,158,000	1,148,000	1,148,000	1,148,000
Expenditures subtotal	7,453,352	8,263,435	9,944,118	10,158,914	10,158,914	10,158,914
Transfers to other funds						
General Fund	678,648	820,800	951,600	1,170,708	1,170,708	1,170,708
Facilities Capital Projects Fund	55,026	5,370,479	2,110,648	162,500	162,500	162,500
Transfers subtotal	733,674	6,191,279	3,062,248	1,333,208	1,333,208	1,333,208
Ending fund balance						
Committed (unappropriated)	1,650,000	1,704,300	1,757,300	1,807,000	1,807,000	1,807,000
Assigned (designated)	2,293,000	4,568,705	4,850,000	4,050,000	4,050,000	4,050,000
Assigned (contingency)	17,193,679	13,569,347	9,941,080	12,323,217	12,323,217	12,323,217
Ending fund balance subtotal	21,136,679	19,842,352	16,548,380	18,180,217	18,180,217	18,180,217
<b>TOTAL REQUIREMENTS</b>	<b>\$ 29,323,705</b>	<b>\$ 34,297,066</b>	<b>\$ 29,554,746</b>	<b>\$ 29,672,339</b>	<b>\$ 29,672,339</b>	<b>\$ 29,672,339</b>

# Fund Summaries

## ROAD OPERATING FUND

	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
<b>RESOURCES</b>						
Revenues						
Gasoline tax	\$ 2,164,256	\$ 2,221,028	\$ 2,181,000	\$ 2,056,000	\$ 2,056,000	\$ 2,056,000
Investment revenue	152,110	42,645	26,000	30,400	30,400	30,400
Miscellaneous revenue	14,904	11,700	-	-	-	-
Revenue subtotal	2,331,270	2,275,373	2,207,000	2,086,400	2,086,400	2,086,400
Transfers from other funds						
Streetlight Fund	-	-	40,000	42,000	42,000	42,000
Interfund loan repayments						
Streets Capital Projects Fund	-	-	469,940	469,940	469,940	469,940
Beginning fund balance	4,286,623	2,744,301	1,153,977	759,099	759,099	759,099
<b>TOTAL RESOURCES</b>	<b>\$ 6,617,893</b>	<b>\$ 5,019,674</b>	<b>\$ 3,870,917</b>	<b>\$ 3,357,439</b>	<b>\$ 3,357,439</b>	<b>\$ 3,357,439</b>
<b>REQUIREMENTS</b>						
Expenditures						
Personnel services	\$ 412,994	\$ 449,223	\$ 608,120	\$ 602,380	\$ 602,380	\$ 602,380
Materials and services	686,376	754,967	789,894	825,240	825,240	825,240
Capital outlay	-	307,648	44,850	-	-	-
Debt service	356,530	356,443	360,000	358,000	358,000	358,000
Expenditures subtotal	1,455,900	1,868,281	1,802,864	1,785,620	1,785,620	1,785,620
Transfers to other funds						
General Fund	451,021	288,000	326,400	369,120	369,120	369,120
Streets Capital Projects Fund	1,179,471	414,553	1,094,188	719,678	719,678	719,678
Facilities Capital Projects Fund	787,200	-	-	-	-	-
Transfers/Interfund subtotal	2,417,692	702,553	1,420,588	1,088,798	1,088,798	1,088,798
Interfund/Interagency loans						
Streets Capital Projects Fund	-	1,250,000	-	-	-	-
Ending fund balance						
Committed (unappropriated)	228,500	246,500	272,700	286,000	286,000	286,000
Assigned (designated)	250,000	100,000	100,000	125,000	125,000	125,000
Assigned (contingency)	2,265,801	852,340	274,765	72,021	72,021	72,021
Ending fund balance subtotal	2,744,301	1,198,840	647,465	483,021	483,021	483,021
<b>TOTAL REQUIREMENTS</b>	<b>\$ 6,617,893</b>	<b>\$ 5,019,674</b>	<b>\$ 3,870,917</b>	<b>\$ 3,357,439</b>	<b>\$ 3,357,439</b>	<b>\$ 3,357,439</b>

**ROAD MAINTENANCE FUND**

	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
<b>RESOURCES</b>						
Revenues						
Usage charge	\$ 2,703,028	\$ 2,794,308	\$ 2,661,000	\$ 2,775,000	\$ 2,775,000	\$ 2,775,000
Investment revenue	181,815	209,096	172,000	206,300	206,300	206,300
Revenue subtotal	<u>2,884,843</u>	<u>3,003,404</u>	<u>2,833,000</u>	<u>2,981,300</u>	<u>2,981,300</u>	<u>2,981,300</u>
Beginning fund balance	<u>4,311,728</u>	<u>4,426,871</u>	<u>5,202,471</u>	<u>5,156,275</u>	<u>5,156,275</u>	<u>5,156,275</u>
TOTAL RESOURCES	<u>\$ 7,196,571</u>	<u>\$ 7,430,275</u>	<u>\$ 8,035,471</u>	<u>\$ 8,137,575</u>	<u>\$ 8,137,575</u>	<u>\$ 8,137,575</u>
<b>REQUIREMENTS</b>						
Expenditures						
Transfers to other funds						
Streets Capital Projects Fund	\$ 2,769,700	\$ 2,152,920	\$ 3,081,080	\$ 3,167,373	\$ 3,167,373	\$ 3,167,373
Ending fund balance						
Assigned (contingency)	<u>4,426,871</u>	<u>5,277,355</u>	<u>4,954,391</u>	<u>4,970,202</u>	<u>4,970,202</u>	<u>4,970,202</u>
TOTAL REQUIREMENTS	<u>\$ 7,196,571</u>	<u>\$ 7,430,275</u>	<u>\$ 8,035,471</u>	<u>\$ 8,137,575</u>	<u>\$ 8,137,575</u>	<u>\$ 8,137,575</u>

# Fund Summaries

## WATER OPERATING FUND

	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
<b>RESOURCES</b>						
Revenues						
Usage charge	\$ 9,035,493	\$ 8,903,449	\$ 9,264,000	\$ 8,710,000	\$ 8,710,000	\$ 8,710,000
Sherwood usage	1,495,316	1,642,222	1,550,000	1,550,000	1,550,000	1,550,000
Connection fees	16,397	25,497	40,000	35,000	35,000	35,000
Turn-off charge	13,300	13,000	10,000	10,000	10,000	10,000
Investment revenue	1,225,288	869,226	412,000	537,400	537,400	537,400
Miscellaneous revenue	65,477	71,043	40,000	45,000	45,000	45,000
Revenue subtotal	<u>11,851,271</u>	<u>11,524,437</u>	<u>11,316,000</u>	<u>10,887,400</u>	<u>10,887,400</u>	<u>10,887,400</u>
Interfund loan repayments						
General Fund	1,129,631	-	-	-	-	-
Streets Capital Projects Fund	-	-	-	8,922,917	8,922,917	8,922,917
Interfund loan repayments subtotal	<u>1,129,631</u>	<u>-</u>	<u>-</u>	<u>8,922,917</u>	<u>8,922,917</u>	<u>8,922,917</u>
Beginning fund balance	<u>22,286,670</u>	<u>23,420,480</u>	<u>13,515,889</u>	<u>13,365,057</u>	<u>13,365,057</u>	<u>13,365,057</u>
TOTAL RESOURCES	<u>\$ 35,267,572</u>	<u>\$ 34,944,917</u>	<u>\$ 24,831,889</u>	<u>\$ 33,175,374</u>	<u>\$ 33,175,374</u>	<u>\$ 33,175,374</u>
<b>REQUIREMENTS</b>						
Expenditures						
Personnel services	\$ 483,151	\$ 428,647	\$ 753,650	\$ 781,010	\$ 781,010	\$ 781,010
Materials and services	4,188,045	4,650,312	5,285,211	7,609,563	7,609,563	7,609,563
Capital outlay	437,770	182,843	2,204,493	848,644	848,644	848,644
Debt service	370,539	370,754	375,000	374,000	374,000	374,000
Expenditures subtotal	<u>5,479,505</u>	<u>5,632,556</u>	<u>8,618,354</u>	<u>9,613,217</u>	<u>9,613,217</u>	<u>9,613,217</u>
Transfers to other funds						
General Fund	993,485	837,900	1,077,600	1,114,416	1,114,416	1,114,416
Water Capital Projects Fund	4,558,812	6,606,741	3,001,009	1,088,132	1,088,132	1,088,132
Facilities Capital Projects Fund	815,290	-	55,000	50,000	50,000	50,000
Transfers subtotal	<u>6,367,587</u>	<u>7,444,641</u>	<u>4,133,609</u>	<u>2,252,548</u>	<u>2,252,548</u>	<u>2,252,548</u>
Interfund/interagency loans						
Streets Capital Projects Fund	-	8,250,000	-	-	-	-
Ending fund balance						
Committed (unappropriated)	1,148,000	1,330,500	1,782,714	1,680,000	1,680,000	1,680,000
Assigned (designated)	1,300,000	1,400,000	1,500,000	1,500,000	1,500,000	1,500,000
Assigned (contingency)	20,972,480	10,887,220	8,797,212	18,129,609	18,129,609	18,129,609
Ending fund balance subtotal	<u>23,420,480</u>	<u>13,617,720</u>	<u>12,079,926</u>	<u>21,309,609</u>	<u>21,309,609</u>	<u>21,309,609</u>
TOTAL REQUIREMENTS	<u>\$ 35,267,572</u>	<u>\$ 34,944,917</u>	<u>\$ 24,831,889</u>	<u>\$ 33,175,374</u>	<u>\$ 33,175,374</u>	<u>\$ 33,175,374</u>

**SEWER OPERATING FUND**

	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
<b>RESOURCES</b>						
Revenues						
Usage charge	\$ 7,748,815	\$ 7,617,742	\$ 7,649,000	\$ 9,085,000	\$ 9,085,000	\$ 9,085,000
High strength surcharge	350,000	287,968	184,000	240,000	240,000	240,000
Investment revenue	749,896	606,631	380,000	362,800	362,800	362,800
Miscellaneous revenue	44,396	55,887	31,500	30,000	30,000	30,000
Revenue subtotal	8,893,107	8,568,228	8,244,500	9,717,800	9,717,800	9,717,800
Transfers from other funds						
Sewer Development Fund (SDC)	600,000	-	600,000	600,000	600,000	600,000
Loan proceeds	-	-	10,500,000	10,750,000	10,750,000	10,750,000
Beginning fund balance	14,141,584	12,170,314	10,901,164	9,068,580	9,068,580	9,068,580
TOTAL RESOURCES	\$ 23,634,691	\$ 20,738,542	\$ 30,245,664	\$ 30,136,380	\$ 30,136,380	\$ 30,136,380
<b>REQUIREMENTS</b>						
Expenditures						
Personnel services	\$ 412,406	\$ 342,914	\$ 505,250	\$ 513,160	\$ 513,160	\$ 513,160
Materials and services	3,584,647	3,817,013	4,729,522	4,762,066	4,762,066	4,762,066
Capital outlay	125,509	-	114,850	480,000	480,000	480,000
Debt Service	2,877,779	2,873,600	2,886,000	2,960,000	2,960,000	2,960,000
Expenditures subtotal	7,000,341	7,033,527	8,235,622	8,715,226	8,715,226	8,715,226
Transfers to other funds						
General Fund	723,779	637,200	892,800	932,196	932,196	932,196
Sewer Capital Projects Fund	3,157,349	2,127,282	12,930,855	12,594,072	12,594,072	12,594,072
Facilities Capital Projects Fund	582,908	-	-	-	-	-
Transfers subtotal	4,464,036	2,764,482	13,823,655	13,526,268	13,526,268	13,526,268
Ending fund balance						
Committed (unappropriated)	915,000	940,200	1,062,890	1,060,000	1,060,000	1,060,000
Assigned (designated)	278,577	2,500,000	2,500,000	2,500,000	2,500,000	2,500,000
Assigned (contingency)	10,976,737	7,500,333	4,623,497	4,334,886	4,334,886	4,334,886
Ending fund balance subtotal	12,170,314	10,940,533	8,186,387	7,894,886	7,894,886	7,894,886
TOTAL REQUIREMENTS	\$ 23,634,691	\$ 20,738,542	\$ 30,245,664	\$ 30,136,380	\$ 30,136,380	\$ 30,136,380

# Fund Summaries

## STREET LIGHTING FUND

	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
<b>RESOURCES</b>						
Revenues						
Usage charge	\$ 565,714	\$ 561,913	\$ 559,000	\$ 552,000	\$ 552,000	\$ 552,000
Intergovernmental	-	3,000	-	-	-	-
Investment revenue	65,371	58,323	34,000	19,400	19,400	19,400
Revenue subtotal	631,085	623,236	593,000	571,400	571,400	571,400
Beginning fund balance	1,119,567	1,385,415	1,128,617	485,949	485,949	485,949
<b>TOTAL RESOURCES</b>	<b>\$ 1,750,652</b>	<b>\$ 2,008,651</b>	<b>\$ 1,721,617</b>	<b>\$ 1,057,349</b>	<b>\$ 1,057,349</b>	<b>\$ 1,057,349</b>
<b>REQUIREMENTS</b>						
Expenditures						
Materials and services	\$ 303,306	\$ 289,225	\$ 367,290	\$ 347,000	\$ 347,000	\$ 347,000
Transfers to other funds						
General Fund	-	-	27,600	20,928	20,928	20,928
Road Operating Fund	-	-	40,000	42,000	42,000	42,000
Streets Capital Projects Fund	61,931	590,809	1,213,227	131,250	131,250	131,250
Transfers subtotal	61,931	590,809	1,280,827	194,178	194,178	194,178
Ending fund balance						
Committed (unappropriated)	73,300	66,300	73,500	69,500	69,500	69,500
Assigned (contingency)	1,312,115	1,062,317	-	446,671	446,671	446,671
Ending fund balance subtotal	1,385,415	1,128,617	73,500	516,171	516,171	516,171
<b>TOTAL REQUIREMENTS</b>	<b>\$ 1,750,652</b>	<b>\$ 2,008,651</b>	<b>\$ 1,721,617</b>	<b>\$ 1,057,349</b>	<b>\$ 1,057,349</b>	<b>\$ 1,057,349</b>

**STORMWATER OPERATING FUND**

	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
<b>RESOURCES</b>						
Revenues						
Usage charge	\$ 3,556,427	\$ 3,606,847	\$ 3,581,000	\$ 6,064,600	\$ 6,064,600	\$ 6,064,600
Investment revenue	316,929	319,592	242,000	217,000	217,000	217,000
Revenue subtotal	3,873,356	3,926,439	3,823,000	6,281,600	6,281,600	6,281,600
Beginning fund balance	6,687,135	6,379,109	6,894,954	5,424,589	5,424,589	5,424,589
<b>TOTAL RESOURCES</b>	<b>\$ 10,560,491</b>	<b>\$ 10,305,548</b>	<b>\$ 10,717,954</b>	<b>\$ 11,706,189</b>	<b>\$ 11,706,189</b>	<b>\$ 11,706,189</b>
<b>REQUIREMENTS</b>						
Expenditures						
Personnel services	\$ 371,153	\$ 368,567	\$ 480,980	\$ 461,050	\$ 461,050	\$ 461,050
Materials and services	615,021	673,716	848,994	944,002	944,002	944,002
Capital outlay	-	14,758	44,850	-	-	-
Debt service	836,496	836,424	325,000	325,000	325,000	325,000
Expenditures subtotal	1,822,670	1,893,465	1,699,824	1,730,052	1,730,052	1,730,052
Transfers to other funds						
General Fund	439,435	288,000	414,000	464,580	464,580	464,580
Community Development Fund	337,236	349,200	463,800	430,704	430,704	430,704
Stormwater Capital Projects Fund	863,790	868,561	3,881,206	8,094,100	8,094,100	8,094,100
Facilities Capital Projects Fund	718,251	-	-	-	-	-
Transfers subtotal	2,358,712	1,505,761	4,759,006	8,989,384	8,989,384	8,989,384
Ending fund balance						
Committed (unappropriated)	232,000	262,500	266,000	285,000	285,000	285,000
Assigned (contingency)	6,147,109	6,643,822	3,993,124	701,753	701,753	701,753
Ending fund balance subtotal	6,379,109	6,906,322	4,259,124	986,753	986,753	986,753
<b>TOTAL REQUIREMENTS</b>	<b>\$ 10,560,491</b>	<b>\$ 10,305,548</b>	<b>\$ 10,717,954</b>	<b>\$ 11,706,189</b>	<b>\$ 11,706,189</b>	<b>\$ 11,706,189</b>

# Fund Summaries

## FLEET SERVICES FUND

	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
<b>RESOURCES</b>						
Revenues						
Charges for services						
General Fund	\$ 177,432	\$ 185,988	\$ 201,768	\$ 215,088	\$ 215,088	\$ 215,088
Building Inspection Fund	18,024	18,636	20,280	21,504	21,504	21,504
Community Development Fund	27,024	27,960	30,420	32,364	32,364	32,364
Transit Fund	1,388,940	1,435,776	1,559,268	1,625,544	1,625,544	1,625,544
Road Operating Fund	47,892	49,092	51,504	54,600	54,600	54,600
Water Operating Fund	32,484	32,976	35,892	38,052	38,052	38,052
Sewer Operating Fund	18,948	19,812	21,552	23,076	23,076	23,076
Stormwater Operating Fund	11,436	11,652	12,684	13,572	13,572	13,572
Charges for service subtotal	1,722,180	1,781,892	1,933,368	2,023,800	2,023,800	2,023,800
Investment revenue	65,527	63,944	48,000	39,300	39,300	39,300
Miscellaneous revenue	13,072	7,885	-	-	-	-
Revenue subtotal	1,800,779	1,853,721	1,981,368	2,063,100	2,063,100	2,063,100
Beginning fund balance	1,300,569	1,327,991	1,207,753	937,722	937,722	937,722
<b>TOTAL RESOURCES</b>	<b>\$ 3,101,348</b>	<b>\$ 3,181,712</b>	<b>\$ 3,189,121</b>	<b>\$ 3,000,822</b>	<b>\$ 3,000,822</b>	<b>\$ 3,000,822</b>
<b>REQUIREMENTS</b>						
Expenditures						
Personnel services	\$ 931,557	\$ 1,045,237	\$ 1,155,130	\$ 1,156,910	\$ 1,156,910	\$ 1,156,910
Materials and services	650,254	668,615	840,440	892,330	892,330	892,330
Capital outlay	189,146	212,949	532,000	234,000	234,000	234,000
Expenditures subtotal	1,770,957	1,926,801	2,527,570	2,283,240	2,283,240	2,283,240
Transfers to other funds						
General Fund	2,400	-	-	-	-	-
Ending fund balance						
Assigned (designated)	720,383	850,000	625,000	641,000	641,000	641,000
Assigned (contingency)	607,608	404,911	36,551	76,582	76,582	76,582
Ending fund balance subtotal	1,327,991	1,254,911	661,551	717,582	717,582	717,582
<b>TOTAL REQUIREMENTS</b>	<b>\$ 3,101,348</b>	<b>\$ 3,181,712</b>	<b>\$ 3,189,121</b>	<b>\$ 3,000,822</b>	<b>\$ 3,000,822</b>	<b>\$ 3,000,822</b>

**WATER CAPITAL PROJECTS FUND**

	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
<b>RESOURCES</b>						
Revenues						
Intergovernmental	\$ 4,129,503	\$ 1,214,104	\$ 1,294,879	\$ 554,885	\$ 554,885	\$ 554,885
Investment revenue	54,945	5,132	-	-	-	-
Lease revenue	173,577	173,577	173,577	15,448,357	15,448,357	15,448,357
Revenue subtotal	4,358,025	1,392,813	1,468,456	16,003,242	16,003,242	16,003,242
Transfers from other funds						
Frog Pond West Fund	-	2,352	368,219	539,234	539,234	539,234
Water Operating Fund	4,558,812	6,606,741	3,001,009	1,088,132	1,088,132	1,088,132
Water Development Fund (SDC)	4,263,920	6,409,168	3,888,490	444,842	444,842	444,842
Transfers subtotal	8,822,732	13,018,261	7,257,718	2,072,208	2,072,208	2,072,208
Beginning fund balance	667,313	478,625	-	-	-	-
<b>TOTAL RESOURCES</b>	<b>\$ 13,848,070</b>	<b>\$ 14,889,699</b>	<b>\$ 8,726,174</b>	<b>\$ 18,075,450</b>	<b>\$ 18,075,450</b>	<b>\$ 18,075,450</b>
<b>REQUIREMENTS</b>						
Expenditures						
Capital Projects	\$ 12,281,295	\$ 13,400,399	\$ 7,629,305	\$ 2,158,850	\$ 2,158,850	\$ 2,158,850
Transfers to other funds						
General Fund	602,873	823,283	551,474	6,632,883	6,632,883	6,632,883
Community Development Fund	485,277	666,017	545,395	360,800	360,800	360,800
Streets Capital Projects Fund	-	-	-	8,922,917	8,922,917	8,922,917
Transfers subtotal	1,088,150	1,489,300	1,096,869	15,916,600	15,916,600	15,916,600
Ending fund balance						
Restricted	478,625	-	-	-	-	-
<b>TOTAL REQUIREMENTS</b>	<b>\$ 13,848,070</b>	<b>\$ 14,889,699</b>	<b>\$ 8,726,174</b>	<b>\$ 18,075,450</b>	<b>\$ 18,075,450</b>	<b>\$ 18,075,450</b>

# Fund Summaries

## SEWER CAPITAL PROJECTS FUND

	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
<b>RESOURCES</b>						
Revenues						
Investment revenue	\$ 7,239	\$ 3,561	\$ -	\$ -	\$ -	\$ -
Transfers from other funds						
Sewer Operating Fund	3,157,349	2,127,282	12,930,855	12,594,072	12,594,072	12,594,072
Sewer Development Fund (SDC)	315,113	798,437	1,151,531	2,057,511	2,057,511	2,057,511
Frog Pond West Fund	446,175	1,002,983	367,080	226,592	226,592	226,592
Transfers subtotal	3,918,637	3,928,702	14,449,466	14,878,175	14,878,175	14,878,175
Beginning fund balance	58,321	17,453	-	-	-	-
<b>TOTAL RESOURCES</b>	<b>\$ 3,984,197</b>	<b>\$ 3,949,716</b>	<b>\$ 14,449,466</b>	<b>\$ 14,878,175</b>	<b>\$ 14,878,175</b>	<b>\$ 14,878,175</b>
<b>REQUIREMENTS</b>						
Expenditures						
Capital Projects	\$ 3,484,500	\$ 3,531,347	\$ 13,258,562	\$ 13,618,738	\$ 13,618,738	\$ 13,618,738
Transfers to other funds						
General Fund	121,958	176,182	645,434	668,437	668,437	668,437
Community Development Fund	360,286	242,187	545,470	591,000	591,000	591,000
Transfers subtotal	482,244	418,369	1,190,904	1,259,437	1,259,437	1,259,437
Ending fund balance						
Restricted	17,453	-	-	-	-	-
<b>TOTAL REQUIREMENTS</b>	<b>\$ 3,984,197</b>	<b>\$ 3,949,716</b>	<b>\$ 14,449,466</b>	<b>\$ 14,878,175</b>	<b>\$ 14,878,175</b>	<b>\$ 14,878,175</b>

## STREETS CAPITAL PROJECTS FUND

	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
<b>RESOURCES</b>						
Revenues						
Intergovernmental	\$ -	\$ -	\$ 79,577	\$ -	\$ -	\$ -
Vehicle license fee	504,429	461,874	469,940	470,000	470,000	470,000
Investment revenue	122,228	133,521	-	-	-	-
Miscellaneous revenue	70,000	-	-	-	-	-
Revenue subtotal	696,657	595,395	549,517	470,000	470,000	470,000
Transfers from other funds						
General Fund	603,626	444,487	425,752	195,000	195,000	195,000
Community Development Fund	-	123,000	495,809	-	-	-
Road Operating Fund	1,179,471	414,553	1,094,188	719,678	719,678	719,678
Road Maintenance Fund	2,769,700	2,152,920	3,081,080	3,167,373	3,167,373	3,167,373
Frog Pond West Fund	2,079,840	751,944	987,878	3,028,248	3,028,248	3,028,248
Water Capital Projects Fund	-	-	-	8,922,917	8,922,917	8,922,917
Streetlight Fund	61,931	590,809	1,213,227	131,250	131,250	131,250
Streets Development Fund (SDC)	3,997,690	5,633,657	8,213,181	10,427,939	10,427,939	10,427,939
Transfers subtotal	10,692,258	10,111,370	15,511,115	26,592,405	26,592,405	26,592,405
Interagency transfers						
URA Year 2000 Program Income	25,000	-	-	-	-	-
Interfund loan proceeds						
Water Operating Fund	-	8,250,000	-	-	-	-
Road Operating Fund	-	1,250,000	-	-	-	-
Interfund loan proceeds subtotal	-	9,500,000	-	-	-	-
Beginning fund balance	1,513,185	2,772,185	1,561,616	-	-	-
TOTAL RESOURCES	\$ 12,927,100	\$ 22,978,950	\$ 17,622,248	\$ 27,062,405	\$ 27,062,405	\$ 27,062,405
<b>REQUIREMENTS</b>						
Expenditures						
Capital Projects	\$ 9,147,662	\$ 20,362,148	\$ 15,836,115	\$ 16,536,200	\$ 16,536,200	\$ 16,536,200
Debt Service	-	-	469,940	9,392,917	9,392,917	9,392,917
Expenditures subtotal	9,147,662	20,362,148	16,306,055	25,929,117	25,929,117	25,929,117
Transfers to other funds						
General Fund	297,580	443,213	376,623	451,061	451,061	451,061
Community Development Fund	709,673	567,589	939,570	682,227	682,227	682,227
Transfers subtotal	1,007,253	1,010,802	1,316,193	1,133,288	1,133,288	1,133,288
Ending fund balance						
Restricted	2,772,185	1,606,000	-	-	-	-
TOTAL REQUIREMENTS	\$ 12,927,100	\$ 22,978,950	\$ 17,622,248	\$ 27,062,405	\$ 27,062,405	\$ 27,062,405

# Fund Summaries

## STORMWATER CAPITAL PROJECTS FUND

	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
<b>RESOURCES</b>						
Revenues						
Investment revenue	\$ 6,498	\$ 3,848	\$ -	\$ -	\$ -	\$ -
Transfers from other funds						
Stormwater Operating Fund	863,790	868,561	3,881,206	8,094,100	8,094,100	8,094,100
Stormwater Development Fund (SDC)	759,132	341,014	647,645	2,425,500	2,425,500	2,425,500
Transfers subtotal	1,622,922	1,209,575	4,528,851	10,519,600	10,519,600	10,519,600
Beginning fund balance	138,235	136,478	-	-	-	-
<b>TOTAL RESOURCES</b>	<b>\$ 1,767,655</b>	<b>\$ 1,349,901</b>	<b>\$ 4,528,851</b>	<b>\$ 10,519,600</b>	<b>\$ 10,519,600</b>	<b>\$ 10,519,600</b>
<b>REQUIREMENTS</b>						
Expenditures						
Capital Projects	\$ 1,487,771	\$ 1,056,910	\$ 3,966,435	\$ 9,347,000	\$ 9,347,000	\$ 9,347,000
Transfers to other funds						
General Fund	52,072	52,846	198,347	467,350	467,350	467,350
Community Development Fund	91,334	240,145	364,069	705,250	705,250	705,250
Transfers subtotal	143,406	292,991	562,416	1,172,600	1,172,600	1,172,600
Ending fund balance						
Restricted	136,478	-	-	-	-	-
<b>TOTAL REQUIREMENTS</b>	<b>\$ 1,767,655</b>	<b>\$ 1,349,901</b>	<b>\$ 4,528,851</b>	<b>\$ 10,519,600</b>	<b>\$ 10,519,600</b>	<b>\$ 10,519,600</b>

**FACILITIES CAPITAL PROJECTS FUND**

	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
<b>RESOURCES</b>						
Revenues						
Intergovernmental	\$ -	\$ 81,355	\$ 1,534,000	\$ 1,576,983	\$ 1,576,983	\$ 1,576,983
Investment revenue	123,903	39,331	-	-	-	-
Miscellaneous revenue	2,832	-	-	-	-	-
Revenue subtotal	126,735	120,686	1,534,000	1,576,983	1,576,983	1,576,983
Transfers from other funds						
General Fund	1,420,643	2,864,620	2,771,991	798,800	798,800	798,800
Community Development Fund	-	25,818	-	9,000	9,000	9,000
Transit Fund	55,026	5,370,479	2,110,648	162,500	162,500	162,500
Road Operating Fund	787,200	-	-	-	-	-
Water Operating Fund	815,290	-	55,000	50,000	50,000	50,000
Sewer Operating Fund	582,908	-	-	-	-	-
Stormwater Operating Fund	718,251	-	-	-	-	-
Transfers subtotal	4,379,318	8,260,917	4,937,639	1,020,300	1,020,300	1,020,300
Beginning fund balance	5,798,034	228,463	-	-	-	-
<b>TOTAL RESOURCES</b>	<b>\$ 10,304,087</b>	<b>\$ 8,610,066</b>	<b>\$ 6,471,639</b>	<b>\$ 2,597,283</b>	<b>\$ 2,597,283</b>	<b>\$ 2,597,283</b>
<b>REQUIREMENTS</b>						
Expenditures						
Capital Projects	\$ 10,025,100	\$ 8,386,961	\$ 6,322,789	\$ 2,553,783	\$ 2,553,783	\$ 2,553,783
Transfers to other funds						
General Fund	12,262	186,886	88,650	12,500	12,500	12,500
Community Development Fund	38,262	36,219	60,200	31,000	31,000	31,000
Transfers subtotal	50,524	223,105	148,850	43,500	43,500	43,500
Ending fund balance						
Restricted	228,463	-	-	-	-	-
<b>TOTAL REQUIREMENTS</b>	<b>\$ 10,304,087</b>	<b>\$ 8,610,066</b>	<b>\$ 6,471,639</b>	<b>\$ 2,597,283</b>	<b>\$ 2,597,283</b>	<b>\$ 2,597,283</b>

# Fund Summaries

## PARKS CAPITAL PROJECTS FUND

	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
<b>RESOURCES</b>						
Revenues						
Tree mitigation revenue	\$ 36,500	\$ 9,781	\$ -	\$ 22,000	\$ 22,000	\$ 22,000
Intergovernmental	-	-	1,208,504	179,460	179,460	179,460
Investment revenue	14,524	7,231	-	-	-	-
Revenue subtotal	51,024	17,012	1,208,504	201,460	201,460	201,460
Transfers from other funds						
General Fund	2,862,511	2,543,011	1,800,715	912,106	912,106	912,106
Frog Pond West Fund	219,582	106,606	1,850,000	62,500	62,500	62,500
Parks Development Fund (SDC)	195,587	484,665	918,557	372,069	372,069	372,069
Transfers subtotal	3,277,680	3,134,282	4,569,272	1,346,675	1,346,675	1,346,675
Beginning fund balance	342,972	341,431	-	-	-	-
<b>TOTAL RESOURCES</b>	<b>\$ 3,671,676</b>	<b>\$ 3,492,725</b>	<b>\$ 5,777,776</b>	<b>\$ 1,548,135</b>	<b>\$ 1,548,135</b>	<b>\$ 1,548,135</b>
<b>REQUIREMENTS</b>						
Expenditures						
Capital Projects	\$ 3,171,564	\$ 3,074,297	\$ 5,448,971	\$ 1,327,850	\$ 1,327,850	\$ 1,327,850
Transfers to other funds						
General Fund	57,527	12,610	45,305	16,000	16,000	16,000
Community Development Fund	101,154	65,003	283,500	204,285	204,285	204,285
Transfers subtotal	158,681	77,613	328,805	220,285	220,285	220,285
Ending fund balance						
Restricted	341,431	340,815	-	-	-	-
<b>TOTAL REQUIREMENTS</b>	<b>\$ 3,671,676</b>	<b>\$ 3,492,725</b>	<b>\$ 5,777,776</b>	<b>\$ 1,548,135</b>	<b>\$ 1,548,135</b>	<b>\$ 1,548,135</b>

**WATER DEVELOPMENT CHARGES FUND**

	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
<b>RESOURCES</b>						
Revenues						
System development charges	\$ 1,802,591	\$ 1,474,088	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000
Investment revenue	504,833	325,337	65,000	71,600	71,600	71,600
Revenue subtotal	2,307,424	1,799,425	1,065,000	1,071,600	1,071,600	1,071,600
Beginning fund balance	10,953,898	8,536,841	3,431,280	2,093,273	2,093,273	2,093,273
<b>TOTAL RESOURCES</b>	<b>\$ 13,261,322</b>	<b>\$ 10,336,266</b>	<b>\$ 4,496,280</b>	<b>\$ 3,164,873</b>	<b>\$ 3,164,873</b>	<b>\$ 3,164,873</b>
<b>REQUIREMENTS</b>						
Expenditures						
Materials and services	\$ 9,859	\$ 7,306	\$ 14,570	\$ 12,380	\$ 12,380	\$ 12,380
Debt service	450,702	450,699	453,000	460,000	460,000	460,000
Expenditures subtotal	460,561	458,005	467,570	472,380	472,380	472,380
Transfers to other funds						
Water Capital Projects Fund	4,263,920	6,409,168	3,888,490	444,842	444,842	444,842
Ending fund balance						
Restricted	8,536,841	3,469,093	140,220	2,247,651	2,247,651	2,247,651
<b>TOTAL REQUIREMENTS</b>	<b>\$ 13,261,322</b>	<b>\$ 10,336,266</b>	<b>\$ 4,496,280</b>	<b>\$ 3,164,873</b>	<b>\$ 3,164,873</b>	<b>\$ 3,164,873</b>

Ending fund balance varies with timing of receipts and CIP funding, and is reserved for future expenditures.

# Fund Summaries

## SEWER DEVELOPMENT CHARGES FUND

	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
<b>RESOURCES</b>						
Revenues						
System development charges	\$ 806,643	\$ 880,440	\$ 1,000,000	\$ 1,100,000	\$ 1,100,000	\$ 1,100,000
Investment revenue	61,832	77,880	30,000	110,400	110,400	110,400
Revenue subtotal	868,475	958,320	1,030,000	1,210,400	1,210,400	1,210,400
Beginning fund balance	1,424,665	1,373,726	1,500,502	3,369,767	3,369,767	3,369,767
<b>TOTAL RESOURCES</b>	<b>\$ 2,293,140</b>	<b>\$ 2,332,046</b>	<b>\$ 2,530,502</b>	<b>\$ 4,580,167</b>	<b>\$ 4,580,167</b>	<b>\$ 4,580,167</b>
<b>REQUIREMENTS</b>						
Expenditures						
Materials and services	\$ 4,301	\$ 3,502	\$ 12,380	\$ 10,520	\$ 10,520	\$ 10,520
Transfers to other funds						
Sewer Operating Fund	600,000	-	600,000	600,000	600,000	600,000
Sewer Capital Projects Fund	315,113	798,437	1,151,531	2,057,511	2,057,511	2,057,511
Transfers subtotal	915,113	798,437	1,751,531	2,657,511	2,657,511	2,657,511
Ending fund balance						
Restricted	1,373,726	1,530,107	766,591	1,912,136	1,912,136	1,912,136
<b>TOTAL REQUIREMENTS</b>	<b>\$ 2,293,140</b>	<b>\$ 2,332,046</b>	<b>\$ 2,530,502</b>	<b>\$ 4,580,167</b>	<b>\$ 4,580,167</b>	<b>\$ 4,580,167</b>

Ending fund balance varies with timing of receipts and CIP funding, and is reserved for future expenditures.

**STREETS DEVELOPMENT CHARGES FUND**

	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
<b>RESOURCES</b>						
Revenues						
System development charges	\$ 2,782,453	\$ 4,447,698	\$ 2,100,000	\$ 4,000,000	\$ 4,000,000	\$ 4,000,000
Investment revenue	604,139	536,925	287,000	465,300	465,300	465,300
Revenue subtotal	3,386,592	4,984,623	2,387,000	4,465,300	4,465,300	4,465,300
Beginning fund balance	10,971,892	10,344,233	9,643,596	11,632,651	11,632,651	11,632,651
<b>TOTAL RESOURCES</b>	<b>\$ 14,358,484</b>	<b>\$ 15,328,856</b>	<b>\$ 12,030,596</b>	<b>\$ 16,097,951</b>	<b>\$ 16,097,951</b>	<b>\$ 16,097,951</b>
<b>REQUIREMENTS</b>						
Expenditures						
Materials and services	\$ 16,561	\$ 24,343	\$ 40,760	\$ 42,800	\$ 42,800	\$ 42,800
Transfers to other funds						
Streets Capital Projects Fund	3,997,690	5,633,657	8,213,181	10,427,939	10,427,939	10,427,939
Ending fund balance						
Restricted	10,344,233	9,670,856	3,776,655	5,627,212	5,627,212	5,627,212
<b>TOTAL REQUIREMENTS</b>	<b>\$ 14,358,484</b>	<b>\$ 15,328,856</b>	<b>\$ 12,030,596</b>	<b>\$ 16,097,951</b>	<b>\$ 16,097,951</b>	<b>\$ 16,097,951</b>

Ending fund balance varies with timing of receipts and CIP funding, and is reserved for future expenditures.

# Fund Summaries

## WASHINGTON COUNTY TRANSPORTATION DEVELOPMENT TAX FUND

	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
<b>RESOURCES</b>						
Revenues						
Transportation development tax	\$ 335,821	\$ 698,749	\$ -	\$ -	\$ -	\$ -
Investment revenue	84,315	113,207	112,000	119,800	119,800	119,800
Revenue subtotal	420,136	811,956	112,000	119,800	119,800	119,800
Beginning fund balance	1,655,218	2,075,354	2,807,654	2,994,311	2,994,311	2,994,311
<b>TOTAL RESOURCES</b>	<b>\$ 2,075,354</b>	<b>\$ 2,887,310</b>	<b>\$ 2,919,654</b>	<b>\$ 3,114,111</b>	<b>\$ 3,114,111</b>	<b>\$ 3,114,111</b>
<b>REQUIREMENTS</b>						
Restricted	\$ 2,075,354	\$ 2,887,310	\$ 2,919,654	\$ 3,114,111	\$ 3,114,111	\$ 3,114,111
<b>TOTAL REQUIREMENTS</b>	<b>\$ 2,075,354</b>	<b>\$ 2,887,310</b>	<b>\$ 2,919,654</b>	<b>\$ 3,114,111</b>	<b>\$ 3,114,111</b>	<b>\$ 3,114,111</b>

Ending fund balance varies with timing of receipts and CIP funding, and is reserved for future expenditures.

**FROG POND INFRASTRUCTURE FUND**

	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
<b>RESOURCES</b>						
Revenues						
Infrastructure development fee	\$ 2,752,047	\$ 2,038,936	\$ 2,500,000	\$ 2,500,000	\$ 2,500,000	\$ 2,500,000
Investment revenue	244,610	198,771	27,000	72,700	72,700	72,700
Revenue subtotal	2,996,657	2,237,707	2,527,000	2,572,700	2,572,700	2,572,700
Beginning fund balance	4,017,039	4,253,595	4,562,681	1,817,742	1,817,742	1,817,742
<b>TOTAL RESOURCES</b>	<b>\$ 7,013,696</b>	<b>\$ 6,491,302</b>	<b>\$ 7,089,681</b>	<b>\$ 4,390,442</b>	<b>\$ 4,390,442</b>	<b>\$ 4,390,442</b>
<b>REQUIREMENTS</b>						
Expenditures						
Materials and services	\$ 14,504	\$ 7,641	\$ 19,540	\$ 16,610	\$ 16,610	\$ 16,610
Transfers to other funds						
Streets Capital Projects Fund	2,079,840	751,944	987,878	3,028,248	3,028,248	3,028,248
Parks Capital Projects Fund	219,582	106,606	1,850,000	62,500	62,500	62,500
Water Capital Projects Fund	-	2,352	368,219	539,234	539,234	539,234
Sewer Capital Projects Fund	446,175	1,002,983	367,080	226,592	226,592	226,592
Transfers subtotal	2,745,597	1,863,885	3,573,177	3,856,574	3,856,574	3,856,574
Ending fund balance						
Restricted	4,253,595	4,619,776	3,496,964	517,258	517,258	517,258
<b>TOTAL REQUIREMENTS</b>	<b>\$ 7,013,696</b>	<b>\$ 6,491,302</b>	<b>\$ 7,089,681</b>	<b>\$ 4,390,442</b>	<b>\$ 4,390,442</b>	<b>\$ 4,390,442</b>

Ending fund balance varies with timing of receipts and CIP funding, and is reserved for future expenditures.

# Fund Summaries

## STORMWATER DEVELOPMENT CHARGES FUND

	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
<b>RESOURCES</b>						
Revenues						
System development charges	\$ 448,591	\$ 254,521	\$ 170,000	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000
Investment revenue	180,807	185,293	144,000	142,000	142,000	142,000
Revenue subtotal	629,398	439,814	314,000	1,642,000	1,642,000	1,642,000
Beginning fund balance	3,731,531	3,599,147	3,719,328	3,581,450	3,581,450	3,581,450
<b>TOTAL RESOURCES</b>	<b>\$ 4,360,929</b>	<b>\$ 4,038,961</b>	<b>\$ 4,033,328</b>	<b>\$ 5,223,450</b>	<b>\$ 5,223,450</b>	<b>\$ 5,223,450</b>
<b>REQUIREMENTS</b>						
Expenditures						
Materials and services	\$ 2,650	\$ 2,920	\$ 5,650	\$ 4,800	\$ 4,800	\$ 4,800
Transfers to other funds						
Stormwater Capital Projects Fund	759,132	341,014	647,645	2,425,500	2,425,500	2,425,500
Ending fund balance						
Restricted	3,599,147	3,695,027	3,380,033	2,793,150	2,793,150	2,793,150
<b>TOTAL REQUIREMENTS</b>	<b>\$ 4,360,929</b>	<b>\$ 4,038,961</b>	<b>\$ 4,033,328</b>	<b>\$ 5,223,450</b>	<b>\$ 5,223,450</b>	<b>\$ 5,223,450</b>

Ending fund balance varies with timing of receipts and CIP funding, and is reserved for future expenditures.

**PARKS DEVELOPMENT CHARGES FUND**

	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
<b>RESOURCES</b>						
Revenues						
System development charges	\$ 596,609	\$ 644,370	\$ 1,320,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000
Investment revenue	111,937	122,791	77,000	179,600	179,600	179,600
Revenue subtotal	708,546	767,161	1,397,000	1,179,600	1,179,600	1,179,600
Beginning fund balance	1,946,935	2,456,512	2,692,725	5,203,432	5,203,432	5,203,432
<b>TOTAL RESOURCES</b>	<b>\$ 2,655,481</b>	<b>\$ 3,223,673</b>	<b>\$ 4,089,725</b>	<b>\$ 6,383,032</b>	<b>\$ 6,383,032</b>	<b>\$ 6,383,032</b>
<b>REQUIREMENTS</b>						
Expenditures						
Materials and services	\$ 3,382	\$ 3,544	\$ 9,490	\$ 9,960	\$ 9,960	\$ 9,960
Transfers to other funds						
Parks Capital Projects Fund	195,587	484,665	918,557	372,069	372,069	372,069
Ending fund balance						
Restricted	2,456,512	2,735,464	3,161,678	6,001,003	6,001,003	6,001,003
<b>TOTAL REQUIREMENTS</b>	<b>\$ 2,655,481</b>	<b>\$ 3,223,673</b>	<b>\$ 4,089,725</b>	<b>\$ 6,383,032</b>	<b>\$ 6,383,032</b>	<b>\$ 6,383,032</b>

Ending fund balance varies with timing of receipts and CIP funding, and is reserved for future expenditures.



SMART bus dropping off passengers at a bus stop.



# Summary of Program Revenues

## SUMMARY OF PROGRAM REVENUES

	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
<b>General Fund</b>	\$ 22,856,705	\$ 22,845,458	\$ 22,379,737	\$ 22,553,504	\$ 22,553,504	\$ 22,553,504
<b>Special Revenue Funds</b>						
Community Development	1,784,916	1,396,639	1,595,715	1,175,431	1,175,431	1,175,431
Building	1,917,353	1,660,543	1,109,000	1,412,400	1,412,400	1,412,400
Transit	11,609,338	13,160,387	9,796,000	10,864,300	10,864,300	10,864,300
Road Operating	2,331,270	2,275,373	2,207,000	2,086,400	2,086,400	2,086,400
Road Maintenance	2,884,843	3,003,404	2,833,000	2,981,300	2,981,300	2,981,300
Total Special Revenue Funds	20,527,720	21,496,346	17,540,715	18,519,831	18,519,831	18,519,831
<b>Enterprise Funds</b>						
Water Operating	11,851,271	11,524,437	11,316,000	10,887,400	10,887,400	10,887,400
Sewer Operating	8,893,107	8,568,228	8,244,500	9,717,800	9,717,800	9,717,800
Street Lighting Operating	631,085	623,236	593,000	571,400	571,400	571,400
Stormwater Operating	3,873,356	3,926,439	3,823,000	6,281,600	6,281,600	6,281,600
Total Enterprise Funds	25,248,819	24,642,340	23,976,500	27,458,200	27,458,200	27,458,200
<b>Internal Service Fund</b>						
Fleet Services	1,800,779	1,853,721	1,981,368	2,063,100	2,063,100	2,063,100
<b>Grand Total</b>	<b>\$ 70,434,023</b>	<b>\$ 70,837,865</b>	<b>\$ 65,878,320</b>	<b>\$ 70,594,635</b>	<b>\$ 70,594,635</b>	<b>\$ 70,594,635</b>

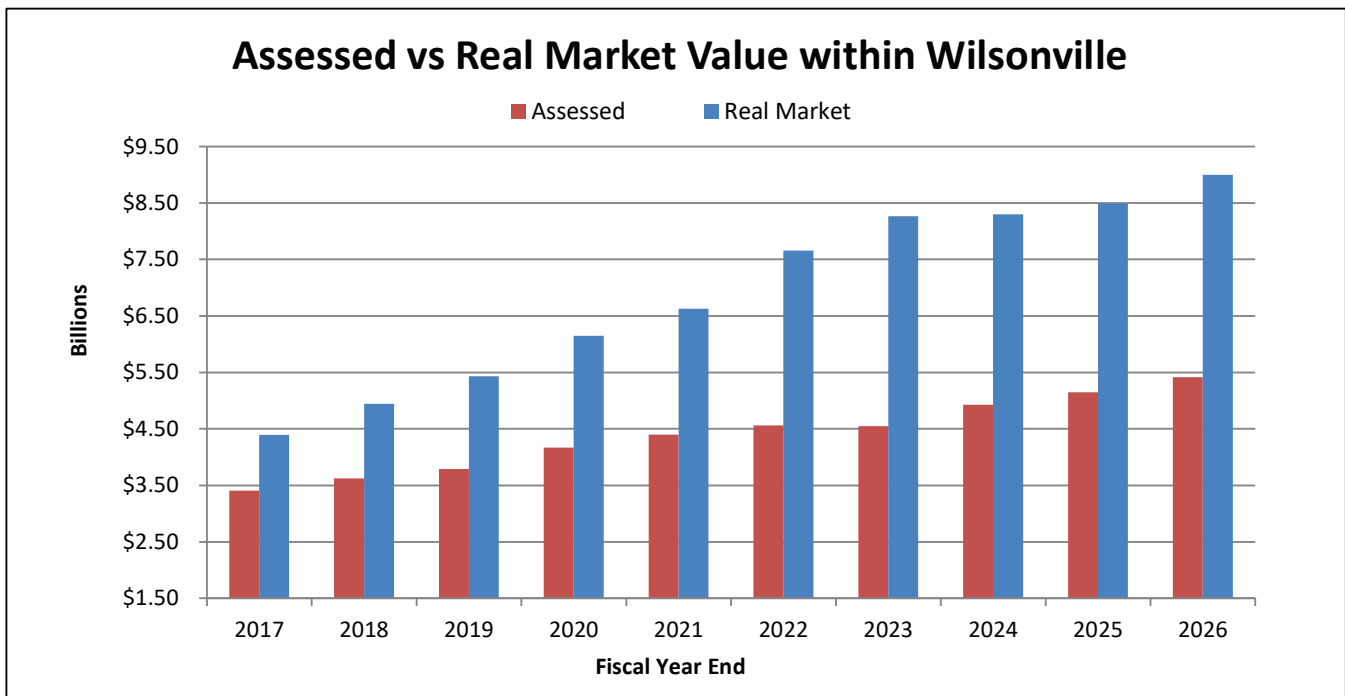
# Property Tax Summary

The City's permanent tax rate is \$2.5206 per \$1,000 of assessed valuation. Taxes from the permanent rate are recorded in the General Fund as discretionary revenues to support General Fund programs such as Public Safety, Library and Parks and Recreation.

In May 1997, voters approved Measure 50 which separated real market value from assessed value, rolled back assessed values to 90% of 1995-96 values and limited future increases of taxable assessed values to 3% per year, except for major improvements. Property taxes are levied on either the determined assessed value, or on the real market value, whichever is less. During the recession that began in 2007, property values did fall. For some properties, the real market value fell below the assessed value. Thus, property taxes were levied on the real market value for those properties. As property values began to increase once more and the real market value exceeded the 3% growth in assessed value, property taxes were levied on the assessed value. The chart below compares the aggregate real market value to the aggregate assessed value within the city limits of Wilsonville.

Measure 50 also established permanent tax rates, which are not subject to change. Voters may approve a five-year local option levy above the fixed rate to fund operations. The City does not currently have a local option levy. Voters may approve a General Obligation Bond, which enables the City to levy property taxes above the permanent rate to pay debt service on the bond. The City of Wilsonville had a General Obligation Bond that funded expansion to the City Library, which was paid off on January 1, 2016.

In 1990, voters passed Measure 5, which introduced tax rate limits starting in 1991-92. Measure 5 stipulates that property taxes for education are limited to \$5.00 per \$1,000 of real market value, and property taxes for general government are limited to \$10.00 per \$1,000 of real market value. If the taxes levied exceed these limits, then each corresponding taxing district has its tax rate reduced proportionately until the tax limit is reached. This reduction in taxes to the limit is called compression. It is important to note these tax limits apply to individual parcels. Further, local option levies are the first to be compressed. If taxes levied still exceed the limit after compressing the local option levy to \$0, then permanent rates are proportionately compressed until the limit is reached. Local general government taxes in the City currently do not exceed the \$10.00 rate limit; however, this limitation may affect the availability of future tax revenues for the City.



# Property Tax Summary

Oregon Revised Statutes (ORS) establish the basis for assessment. All real property within this state and all tangible personal property situated within this state, except as otherwise provided by law, shall be subject to assessment and taxation in equal and ratable proportion (ORS 307.030). Based on property values assessed by county assessors as of January 1, taxes are levied and become a lien on property effective July 1. Tax payments are due on November 15 of the same calendar year.

The assessor is required to calculate a maximum assessed value (MAV) for each property in the county in addition to maintaining real market value (RMV). Measure 50 limits future growth on maximum assessed value to 3% annually, unless it exceeds real market value. Exceptions to the 3% are for items such as new construction, remodeling, new subdivisions, and rezoning which may increase assessed value and taxes more than 3%. Taxes are based on the lower of real market M5 value or maximum assessed value (MAV).

New properties are added to the tax assessment using a Changed Property Ratio (CPR), which is determined by county assessors. The CPR is calculated by dividing the average assessed value for houses across the entire county by the average real market value (RMV). For instance, in Clackamas County during FY 2024-25, the CPR for residential property was 0.534.

The City of Wilsonville is located within two counties, Clackamas and Washington. The chart below depicts Real Market Values, Assessed Values, and Property Tax revenue by County for the current year and as estimated for next year.

## Property Values and Taxes

	Actual 2025-26	Estimated 2026-27	% Change
<b>M5 Real Market Values (RMV) <sup>1</sup></b>			
Within Clackamas County	\$ 7,771,194,856	\$ 8,237,466,547	6.0%
Within Washington County	721,584,738	764,879,822	6.0%
Total RMV	<u>\$ 8,492,779,594</u>	<u>\$ 9,002,346,370</u>	<u>6.0%</u>
<b>Maximum Assessed Values (MAV)</b>			
Within Clackamas County	\$ 4,701,030,346	\$ 4,947,834,439	5.2%
Within Washington County	447,649,180	471,150,762	5.3%
Total Maximum Assessed Value (MAV)	<u>\$ 5,148,679,526</u>	<u>\$ 5,418,985,201</u>	<u>5.2%</u>
<b>RMV to MAV ratios</b>			
Within Clackamas County	60.5%	60.1%	
Within Washington County	62.0%	61.6%	
Combined RMV to MAV ratio	60.6%	60.2%	
<b>Permanent tax rate (per \$1,000 of AV)</b>	\$ 2.5206	\$ 2.5206	
<b>Property Tax Revenue (net of discounts/defaults)</b>			
Clackamas County	\$ 11,316,000	\$ 11,881,000	5.0%
Washington County	1,061,000	1,114,000	5.0%
Total	<u>\$ 12,377,000</u>	<u>\$ 12,995,000</u>	<u>5.0%</u>

<sup>1</sup> For non-specially assessed property (farmland, forestland, openspace, etc), Measure 5 Value (M5 Value) is equal to Real Market Value (RMV), as per ORS 310.202.

\* Taxes are based on the lower of real market M5 value or maximum assessed value (MAV), which is known as assessed value (AV). Measure 50 limits future growth on maximum assessed value to 3% annually, unless it exceeds real market value. Exceptions to the 3% are for items such as new construction, remodeling, new subdivisions, and rezoning which may increase assessed value and taxes more than 3%



Pride mural painted on the Parks & Recreation Administration building by artist Ren Kyles.



# General Fund Revenues

## Assumptions for General Fund Revenues

- Property Taxes: 4% increase when compared to the prior year’s budget, representing annual increases to assessed valuation and new residential and commercial properties added to the tax rolls
- Franchise Fees and Privilege Taxes: Based on trend analysis, expected to increase 3%
- Intergovernmental Shared Revenues: Based on trend analysis, population and State of Oregon notifications
- Intergovernmental Shared Revenues/Library: Based on Clackamas County Projections
- Charges for Service/Urban Renewal: Based on historic and projected demand

The General Fund is used to account for all revenues and expenditures that are not required to be recorded in another fund. Principal revenues include property taxes, franchise fees, and intergovernmental shared revenues. Total revenues, excluding interfund transfers, equate to \$22.4 million. This represents a 1% increase from the prior fiscal year’s budget.

Property taxes comprise 58.5% of revenues, excluding interfund transfers, and are generated from a permanent tax rate of \$2.5206 per \$1,000 of assessed values. The County Assessor determines the assessed value of the property, collects the taxes and remits payment to the City. The FY 2026-27 budget assumes a 6% growth in assessed value, when compared to the prior fiscal year, as new construction including new homes in the Frog Pond area that will be added to the tax rolls. Taxes for FY 2026-27 will be billed in late October 2026 and can be paid in thirds throughout the year or with a discount by paying in full. Budgeted taxes are less than levied amounts due to estimated uncollectibles, delinquencies and discounts.

Franchise fees and privilege taxes are also large revenue sources, which are expected to comprise 19.6% of externally sourced revenues next fiscal year. These fees are charged to various utility companies for use of public rights-of-way based upon a percentage of net sales within city limits. Franchise fees for FY 2026-27 are expected to increase 3%.

The current franchise fee and privilege tax rates charged on gross receipts of the utilities are:

Electric	Portland General Electric	5.00%
Natural Gas	Northwest Natural Gas	5.00%
Telecommunications	Frontier AT&T Comcast IP Other service providers	7.00%
Garbage	Republic Services	5.00%
Cable TV	Comcast Ziplay Fiber	5.00%
Water, Sewer & Stormwater	City of Wilsonville	4.00%

Intergovernmental revenues originate from state and county shared revenues, as well as any grants received from governmental entities. The state shared revenues include alcoholic beverage tax, cigarette tax, and state shared revenue. These state shared revenues total \$779,800 or 3.5% of the fund’s total. The revenues are allocated by various formulas but utilize a per capita rate. Increases for FY 2026-27 reflect the State of Oregon’s overall projections.

Another component of intergovernmental revenue is the City’s allocation of the Clackamas County Library District Levy. For FY 2026-27 this allocation is anticipated to be \$1,803,530 which is 8.0% of the fund’s total revenue. Allocations are based on a combination of service area population and assessed value, provided by the Library District.

Certain programs provide services for which fees can be charged. Principle among the charges are fees from the Urban Renewal Agency. Being as the Agency does not have staff, City administration charges for providing these services. For FY 2026-27 the fees are approximately 0.3% of the General Fund’s total revenue.

# General Fund Revenues

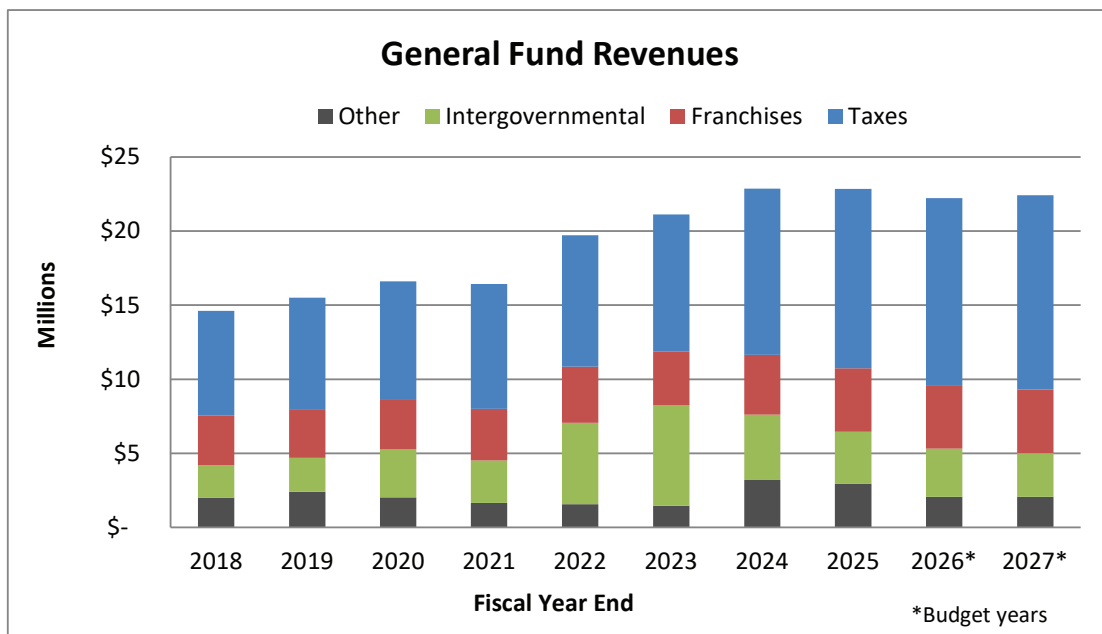
## SUMMARY OF PROGRAM REVENUES

	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
<b>Property taxes</b>						
Current year property taxes	\$ 11,080,436	\$ 11,958,936	\$ 12,488,000	\$ 12,995,000	\$ 12,995,000	\$ 12,995,000
Prior year property taxes	130,044	144,217	131,000	129,000	129,000	129,000
Total property taxes	11,210,480	12,103,153	12,619,000	13,124,000	13,124,000	13,124,000
<b>Hotel/Motel taxes</b>	627,988	609,725	620,000	600,000	600,000	600,000
<b>Franchise fees/privilege tax</b>						
Portland General Electric	1,308,321	1,491,877	1,550,000	1,610,000	1,610,000	1,610,000
NW Natural Gas	496,430	522,601	500,000	500,000	500,000	500,000
United Disposal	392,446	416,379	408,000	405,000	405,000	405,000
Comcast Cable	284,898	260,537	300,000	280,000	280,000	280,000
Sewer utilities	311,293	337,692	325,000	350,000	350,000	350,000
Water utilities	345,447	340,976	358,000	345,000	345,000	345,000
Stormwater	137,253	103,798	143,000	195,000	195,000	195,000
Charbonneau Water Company	13,165	13,756	13,000	13,000	13,000	13,000
Other franchise fees	75,936	77,312	51,500	75,000	75,000	75,000
Privilege tax	667,886	724,444	641,000	640,000	640,000	640,000
Total franchise fees/privilege tax	4,033,075	4,289,372	4,289,500	4,413,000	4,413,000	4,413,000
<b>Licenses &amp; permits</b>						
Professional and occupation	143,562	171,890	169,000	150,000	150,000	150,000
Alcoholic beverages	2,200	1,225	2,000	1,000	1,000	1,000
Other licenses & permits	705	590	700	660	660	660
Total licenses & permits	146,467	173,705	171,700	151,660	151,660	151,660
<b>Intergovernmental</b>						
Alcoholic beverages tax	493,831	435,474	470,000	425,000	425,000	425,000
Cigarette tax	18,042	15,592	18,000	14,800	14,800	14,800
State shared revenue	397,512	332,489	400,000	340,000	340,000	340,000
County shared revenue - Library	1,788,896	1,992,728	1,751,000	1,803,530	1,803,530	1,803,530
Clack. Co. - Title III	105,926	123,416	100,000	120,000	120,000	120,000
State grants	5,010	381,104	5,171	4,200	4,200	4,200
Other local governments	1,612,382	230,886	510,814	245,112	245,112	245,112
Total intergovernmental	4,421,599	3,511,689	3,254,985	2,952,642	2,952,642	2,952,642
<b>Municipal court fines</b>	164,038	170,557	180,000	175,000	175,000	175,000
<b>Investment revenue</b>	1,271,807	1,246,962	531,000	529,700	529,700	529,700

# General Fund Revenues

## SUMMARY OF PROGRAM REVENUES (CONTINUED)

	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
<b>Charges for services</b>						
Services provided to Urban Renewal	\$ 128,964	\$ 116,406	\$ 67,002	\$ 67,002	\$ 67,002	\$ 67,002
Class registrations	114,838	120,889	84,000	116,000	116,000	116,000
Parks reservations/Facility rental	136,507	167,918	140,000	155,000	155,000	155,000
Sports camp/Youth special services	59,560	75,930	57,000	67,000	67,000	67,000
New book sales	111	-	100	100	100	100
Library fees	11,613	8,689	5,000	5,000	5,000	5,000
Photocopying	5,707	7,770	5,000	6,000	6,000	6,000
Non-resident fees - library	1,425	2,090	1,700	2,000	2,000	2,000
Lost/damaged books	2,048	2,713	1,800	2,000	2,000	2,000
Library room rental	4,900	2,785	2,500	2,500	2,500	2,500
Lien search fees	17,472	21,672	20,000	20,000	20,000	20,000
Other charges for services	6,140	6,120	-	-	-	-
Total charges for services	489,285	532,982	384,102	442,602	442,602	442,602
<b>Miscellaneous revenue</b>						
Gifts	79,942	81,633	114,800	95,900	95,900	95,900
Home delivered meals	11,938	13,159	8,000	13,000	13,000	13,000
Cable receipts	40,996	32,962	30,000	30,000	30,000	30,000
Other miscellaneous revenue	359,090	79,559	176,650	26,000	26,000	26,000
Total miscellaneous revenue	491,966	207,313	329,450	164,900	164,900	164,900
<b>Total Revenues</b>	<b>\$ 22,856,705</b>	<b>\$ 22,845,458</b>	<b>\$ 22,379,737</b>	<b>\$ 22,553,504</b>	<b>\$ 22,553,504</b>	<b>\$ 22,553,504</b>



# Summary of Fund Revenues

## Building Inspection Fund

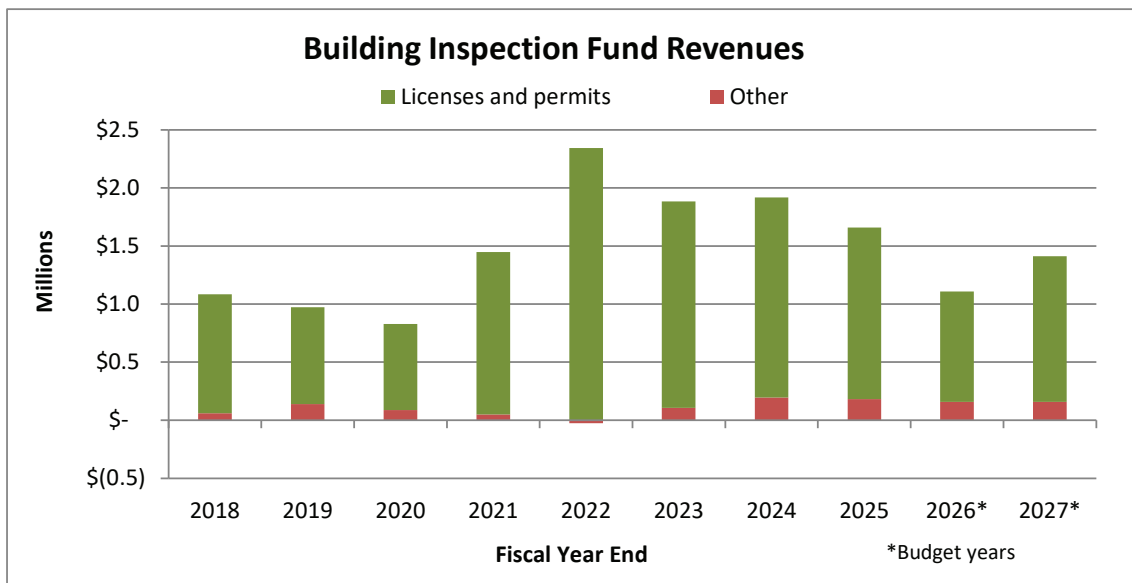
### Assumptions for Building Inspection Fund Revenues

- Inspection and Permit Fees: Based on projections of scheduled and anticipated development
- Rate increases were last approved by Council in July 2020.

Each fiscal year, the Building Inspector projects the permit revenue based on known and anticipated building projects that will be requesting building permits during the next fiscal year. Overall, Licenses and Permits are expected to increase 32% over the prior fiscal year.

Other income includes interest earned on cash balances and miscellaneous charges.

	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
Revenues:						
Licenses and permits	\$ 1,721,776	\$ 1,477,119	\$ 952,000	\$ 1,253,800	\$ 1,253,800	\$ 1,253,800
Investment revenue	195,577	183,424	157,000	158,600	158,600	158,600
<b>Total Revenues</b>	<b>\$ 1,917,353</b>	<b>\$ 1,660,543</b>	<b>\$ 1,109,000</b>	<b>\$ 1,412,400</b>	<b>\$ 1,412,400</b>	<b>\$ 1,412,400</b>



# Summary of Fund Revenues

## Community Development Fund

### Assumptions for Community Development Fund Revenues

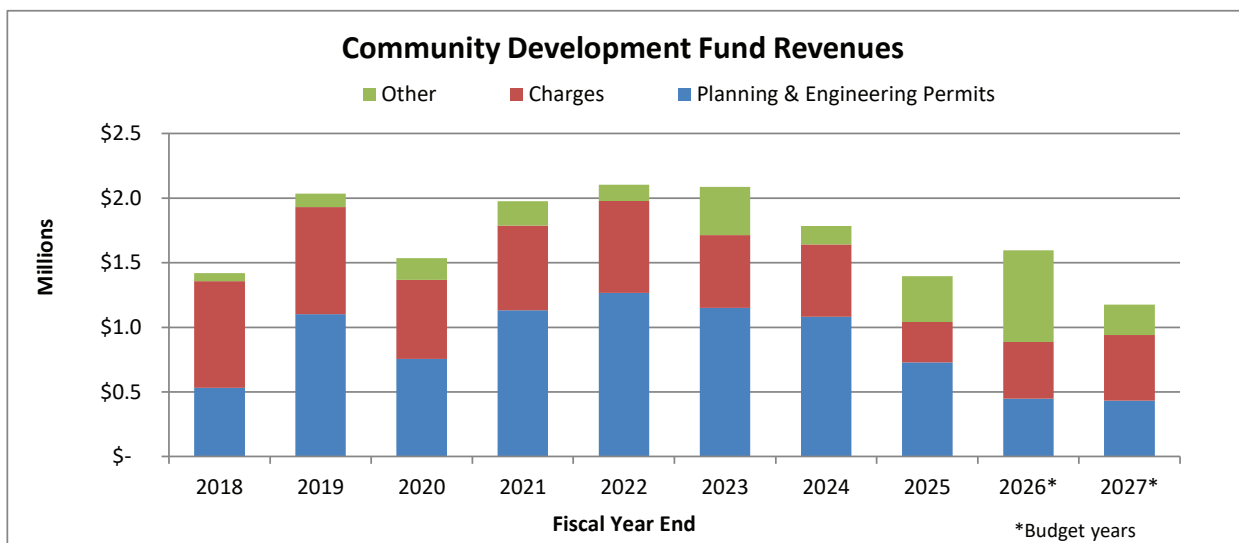
- License and Permit Fees: Based on projections of scheduled and anticipated development. Based on projections, permit fees are expected to decrease by 3% when compared to the prior fiscal year.
- Intergovernmental: Based on grants anticipated for projects that the CD Fund will undertake this fiscal year. Anticipated revenues include funds from the Oregon Department of Land Conservation and Development (DLCD), Oregon Metro, and Business Oregon.
- Charges for Services: Based on estimated overhead projections on Urban Renewal related projects and administration fees. Charges for Services are expected to increase by 15% as compared the prior fiscal year.

One of the primary revenue sources for the Community Development Fund are the engineering and planning permits. Estimated revenues are based on department projections of scheduled and anticipated development to occur in the City. Current residential building activity is now centered in the Frog Pond Area while a number of industrial and commercial projects are also expected to be submitted for approval.

The other primary revenue source for the Community Development Fund are charges for services to the Urban Renewal Agency. The charges are for the services provided by the department to carry out the goals of the Agency. The fees are calculated on the actual time spent on Urban Renewal projects and the estimated time spent on Urban Renewal activities by the Community Development staff.

Other income includes interest earnings on cash balances and miscellaneous revenues.

	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
<b>Revenues:</b>						
Licenses and permits	\$ 1,080,562	\$ 727,129	\$ 446,718	\$ 433,629	\$ 433,629	\$ 433,629
Intergovernmental	-	196,333	598,995	125,000	125,000	125,000
Charges for services	561,264	312,284	439,002	507,002	507,002	507,002
Investment revenue	116,192	137,601	93,000	93,800	93,800	93,800
Miscellaneous revenue	26,898	23,292	18,000	16,000	16,000	16,000
<b>Total Revenues</b>	<b>\$ 1,784,916</b>	<b>\$ 1,396,639</b>	<b>\$ 1,595,715</b>	<b>\$ 1,175,431</b>	<b>\$ 1,175,431</b>	<b>\$ 1,175,431</b>



# Summary of Fund Revenues

## Transit Fund

### Assumptions for Transit Fund Revenues

- Transit Tax: Based on estimated wage base
- Intergovernmental revenues: Based on grants awarded to SMART

The City’s public transportation program is funded by a payroll tax paid by Wilsonville businesses and is based on total payroll or self-employment income. The tax rate of 0.5 percent (.005) of gross wages has been in effect since October 2008. The payroll tax is due quarterly and covers employment within City limits. Transit taxes are estimated at approximately \$6.3 million in FY 2026-27. To generate this level of income the annual payroll disbursed within the City limits exceeds \$1 billion.

Other Transit agencies in Oregon charge a payroll tax to fund transit operations as seen in the following table:

### Oregon Transit Payroll Tax Rates

Calendar Year	South Clackamas Transit District Lane Transit					
	SMART	TriMet	Canby	Sandy	District	Lane Transit
2024	0.5000%	0.8137%	0.6000%	0.6000%	0.5000%	0.7900%
2025	0.5000%	0.8237%	0.6000%	0.6000%	0.5000%	0.8000%
2026	0.5000%	0.8237%	0.6000%	0.6000%	0.5000%	0.8000%

#### Notes:

*Wilsonville, Canby and Sandy require approval from the City Council to change tax rates*

*South Clackamas Transit District requires a vote in order to change the payroll tax rate.*

Intergovernmental grants pay for special transportation programs, bus operations and bus purchases. The amount of grants received varies from year to year based upon grant awards. A detailed recap of grants for the prior fiscal year can be found under the Transit program, in the Program Expenditures section of this document. The Transit fund began receiving State Transportation Investment Funds in FY 2020-21 and it will continue to infuse an estimate of \$2.0 million in grant funds annually. Funded by an employee payroll tax collect by the State, this will be a long term revenue source for the SMART system.

Transit currently only collects out-of-town fares on the Salem route, which is shared with Cherriots.

	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
Revenues:						
Transit tax	\$ 5,989,921	\$ 6,145,823	\$ 6,300,000	\$ 6,300,000	\$ 6,300,000	\$ 6,300,000
Intergovernmental	4,697,197	5,976,274	2,757,000	3,807,000	3,807,000	3,807,000
Charges for services	15,876	20,167	20,000	-	-	-
Investment revenue	879,170	928,167	698,000	752,300	752,300	752,300
Fines and forfeitures	7,606	9,257	5,000	5,000	5,000	5,000
Miscellaneous revenue	19,568	80,699	16,000	-	-	-
<b>Total Revenues</b>	<b>\$ 11,609,338</b>	<b>\$ 13,160,387</b>	<b>\$ 9,796,000</b>	<b>\$ 10,864,300</b>	<b>\$ 10,864,300</b>	<b>\$ 10,864,300</b>

# Summary of Fund Revenues

## Road Operating Fund

### Assumptions for Road Operating Fund Revenues

- Gasoline Tax: Based on State projections and the population of the City

The Road Operating Fund records the revenues and expenditures associated with maintaining rights-of-ways, streets and traffic control devices. The primary resource is from state gas tax funds that are disbursed to the City based on its population proportionate to the State's population. The City also receives a small allocation of the Washington County gasoline tax. Forecasted gas tax revenue is largely based on per capita estimates provided by the State Revenues

In 2017, the Legislature approved a comprehensive transportation funding package (HB 2017) that increased the gas tax by four cents per gallon, from 30 cents to 34 cents, beginning January 1, 2018. In each of the years 2020, 2022, and 2024 the tax increased an additional two cents and is now stable with no further increases scheduled.

The revenues received from the Vehicle License Fees collected by Clackamas and Washington counties are now recognized in the Roads CIP Funds. These funds are only allowed for capital expenses, and not the operating expenses, of the Road Operating Fund.

	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
Revenues:						
Gasoline tax	\$ 2,164,256	\$ 2,221,028	\$ 2,181,000	\$ 2,056,000	\$ 2,056,000	\$ 2,056,000
Investment revenue	152,110	42,645	26,000	30,400	30,400	30,400
Miscellaneous revenue	14,904	11,700	-	-	-	-
<b>Total Revenues</b>	<b>\$ 2,331,270</b>	<b>\$ 2,275,373</b>	<b>\$ 2,207,000</b>	<b>\$ 2,086,400</b>	<b>\$ 2,086,400</b>	<b>\$ 2,086,400</b>

## Road Maintenance Regulatory Fund

### Assumptions for Road Maintenance Regulatory Fund Revenues

- Usage Charge: Based on historical trends

The Road Maintenance Regulatory Fund was created in FY 1997-98 to account for revenues generated by a road maintenance fee. Since the first bills were mailed January 1998, all residential, commercial and industrial customers have been charged this fee on their monthly utility bill. Proceeds are used for slurry seals, overlays, and reconstruction of existing roads. The City's engineering program is responsible for the Road Maintenance Program.

Effective in 2017, the Road Maintenance Fees were restructured and are now based on a per-trip basis, with customers falling into various trip categories, indexed to the trips generated by an Equivalent Residential Unit (ERU). One household in a single family detached home – also known as a residential unit, for example, generates approximately 10 trips a day per month, and carries a monthly charge of \$10.90 per month. Commercial and industrial customers are indexed to this ERU and charged accordingly. For FY 2026-27, the Road Maintenance Fee should generate \$2.8 million in revenues.

	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
Revenues:						
Usage charge	\$ 2,703,028	\$ 2,794,308	\$ 2,661,000	\$ 2,775,000	\$ 2,775,000	\$ 2,775,000
Investment revenue	181,815	209,096	172,000	206,300	206,300	206,300
<b>Total Revenues</b>	<b>\$ 2,884,843</b>	<b>\$ 3,003,404</b>	<b>\$ 2,833,000</b>	<b>\$ 2,981,300</b>	<b>\$ 2,981,300</b>	<b>\$ 2,981,300</b>

# Summary of Fund Revenues

## Water Operating Fund

### Assumptions for Water Operating Fund Revenues

- Usage Charges and Connection Fees: Based on historical consumption trends, adjusted for rate increases

The Water Operating Fund revenues maintain water system operations including water supply, treatment, storage and distribution, as well as compliance with EPA and Oregon State Health Division requirements. Charges for services are billed based on actual water consumed. Forecasted revenue is based on historic consumption trends and adjusted for rate increases.

The last rate increase for water went into effect in May 2023 with no future increases scheduled.

	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
Revenues:						
Usage charge	\$ 9,035,493	\$ 8,903,449	\$ 9,264,000	\$ 8,710,000	\$ 8,710,000	\$ 8,710,000
Sherwood usage	1,495,316	1,642,222	1,550,000	1,550,000	1,550,000	1,550,000
Connection fees	16,397	25,497	40,000	35,000	35,000	35,000
Turn-off charge	13,300	13,000	10,000	10,000	10,000	10,000
Investment revenue	1,225,288	869,226	412,000	537,400	537,400	537,400
Miscellaneous revenue	65,477	71,043	40,000	45,000	45,000	45,000
<b>Total Revenues</b>	<b>\$ 11,851,271</b>	<b>\$ 11,524,437</b>	<b>\$ 11,316,000</b>	<b>\$ 10,887,400</b>	<b>\$ 10,887,400</b>	<b>\$ 10,887,400</b>

## Sewer Operating Fund

### Assumptions for Sewer Operating Fund Revenues

- Usage Charges and Surcharges: Based on historical consumption trends, adjusted for rate increases

The Sewer Operating Fund revenues are dedicated to the collection and treatment of municipal wastewater. The collection system includes 90 miles of gravity sewer lines, 2,745 manholes, and 9 pumping lift stations. The treatment facility is designed to handle an average dry weather sewage flow of 4.0 million gallons of sewage per day and 4.72 million gallons per day during wet weather. Residential customers are billed based on water consumption between November and March. Commercial and industrial customers are based on actual water consumption each month exclusive of irrigation meters. Forecasted revenue is based on historic consumption trends and adjusted for rate increases.

The last approved increase to sewer rates went into effect in April 2026, with subsequent increases scheduled annually through FY 2029-30 and further annual increases to be applied based on the CPI.

In addition to consumption service charges, certain industrial customers are monitored for the release of inordinate amounts of pollutants to the sewer lines and are assessed additional charges within the surcharge program. Revenue estimates for these high-strength surcharges are based on historic trends adjusted by rate changes. Surcharge rates are increased by the same rate increases noted above. In FY 2026-27, the high strength program is expected to generate \$240,000 in revenues.

	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
Revenues:						
Usage charge	\$ 7,748,815	\$ 7,617,742	\$ 7,649,000	\$ 9,085,000	\$ 9,085,000	\$ 9,085,000
High strength surcharge	350,000	287,968	184,000	240,000	240,000	240,000
Investment revenue	749,896	606,631	380,000	362,800	362,800	362,800
Miscellaneous revenue	44,396	55,887	31,500	30,000	30,000	30,000
<b>Total Revenues</b>	<b>\$ 8,893,107</b>	<b>\$ 8,568,228</b>	<b>\$ 8,244,500</b>	<b>\$ 9,717,800</b>	<b>\$ 9,717,800</b>	<b>\$ 9,717,800</b>

# Summary of Fund Revenues

## Street Lighting Operating Fund

### ***Assumptions for Street Lighting Operating Fund Revenues***

- Usage Charges and Surcharges: Based on historical consumption trends

The Street Lighting Fund records the revenues associated with operating and maintaining the streetlight system within the public rights-of-way. Revenues are generated through user fees assessed to all Wilsonville residents and businesses with monthly charges ranging from \$.80 to \$5.01. The fee is based on the cost of street lighting and takes into consideration the type of pole and light fixtures. The last rate increase occurred in July 1998. Revenue projections are based on historic trends.

	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
Revenues:						
Usage charge	\$ 565,714	\$ 561,913	\$ 559,000	\$ 552,000	\$ 552,000	\$ 552,000
Intergovernmental	-	3,000	-	-	-	-
Investment revenue	65,371	58,323	34,000	19,400	19,400	19,400
<b>Total Revenues</b>	<b>\$ 631,085</b>	<b>\$ 623,236</b>	<b>\$ 593,000</b>	<b>\$ 571,400</b>	<b>\$ 571,400</b>	<b>\$ 571,400</b>

## Stormwater Operating Fund

### ***Assumptions for Stormwater Operating Fund Revenues***

- Usage Charges: Based on historical consumption trends, the number of Equivalent Residential Units (ERUs) and adjusted for rate increases

Stormwater Fund revenues are used to maintain retention basins, stormwater collection systems and the enforcement of state and federal laws pertaining to runoff. This program also responds to hazardous material spills that may discharge into the storm or sanitary sewer systems.

The Stormwater Fund has been under financial pressure in recent years primarily due to several large unanticipated repair projects. The last approved rate increase went into effect March 1, 2026 at a monthly rate of \$17.65 per ERU, with annual increases scheduled through FY 2027-28 and further annual increases to be applied based on the CPI.

	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
Revenues:						
Usage charge	\$ 3,556,427	\$ 3,606,847	\$ 3,581,000	\$ 6,064,600	\$ 6,064,600	\$ 6,064,600
Investment revenue	316,929	319,592	242,000	217,000	217,000	217,000
<b>Total Revenues</b>	<b>\$ 3,873,356</b>	<b>\$ 3,926,439</b>	<b>\$ 3,823,000</b>	<b>\$ 6,281,600</b>	<b>\$ 6,281,600</b>	<b>\$ 6,281,600</b>

# Summary of Fund Revenues

## Fleet Service Fund

### ***Assumptions for Fleet Service Fund Revenues***

- Charges for Services: Based on the average work orders for the past three years, revenues are set to cover anticipated expenses. Additionally, a portion for each program (except Transit) sets aside a portion for future vehicle replacement.

The Fleet Service Fund generates its revenues by charging fees to service and maintain all vehicles and equipment for City programs. Maintenance charges to each department are based on an average of the prior three years' work orders, and are set to recover operating costs estimated each fiscal year. In addition to fuel and maintenance costs, all departments, except Transit, pay towards a vehicle replacement reserve. Replacement reserves assume a 10-year lifespan for most vehicles. Transit has its own bus replacement reserve. The amount to be allocated to the various funds for fleet operations is based on the budgeted expenses for Fleet Services. Approximately 78.8% of the revenues collected by the Fleet Service Fund are from the Transit Fund.

	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
Revenues:						
Charges for services						
General Fund	\$ 177,432	\$ 185,988	\$ 201,768	\$ 215,088	\$ 215,088	\$ 215,088
Building Inspection Fund	18,024	18,636	20,280	21,504	21,504	21,504
Community Development Fund	27,024	27,960	30,420	32,364	32,364	32,364
Transit Fund	1,388,940	1,435,776	1,559,268	1,625,544	1,625,544	1,625,544
Road Operating Fund	47,892	49,092	51,504	54,600	54,600	54,600
Water Operating Fund	32,484	32,976	35,892	38,052	38,052	38,052
Sewer Operating Fund	18,948	19,812	21,552	23,076	23,076	23,076
Stormwater Operating Fund	11,436	11,652	12,684	13,572	13,572	13,572
Total charges for services	1,722,180	1,781,892	1,933,368	2,023,800	2,023,800	2,023,800
Investment revenue	65,527	63,944	48,000	39,300	39,300	39,300
Miscellaneous revenue	13,072	7,885	-	-	-	-
Total Revenues	\$ 1,800,779	\$ 1,853,721	\$ 1,981,368	\$ 2,063,100	\$ 2,063,100	\$ 2,063,100

# Summary of Fund Revenues

## Assumptions for System Development Charges Revenues

- System Development Charges: Based on projections of scheduled and anticipated development

System Development Charges (SDCs) are assessed on all new residential and commercial construction within the City. Charges are based on a formula related to increased capacity demands placed upon the City's infrastructure caused by growth and development. The City of Wilsonville currently collects five different types of systems development charges: sewer, water, streets, stormwater, and parks. Collected revenues are earmarked for improvements needed within the City that are specifically attributable to the growing demands on these types of infrastructure. All systems development charges collected by the City are segregated into special funds and are transferred to the Capital Projects Fund when specific improvement project costs have been incurred. The SDC budgets are based on known and anticipated capacity expansion projects that will begin construction during the next fiscal year.

	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
<b>Water Development Charges Fund</b>						
System Development Charges	\$ 1,802,591	\$ 1,474,088	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000
Investment revenue	504,833	325,337	65,000	71,600	71,600	71,600
Total Revenues	2,307,424	1,799,425	1,065,000	1,071,600	1,071,600	1,071,600
<b>Sewer Development Charges Fund</b>						
System Development Charges	806,643	880,440	1,000,000	1,100,000	1,100,000	1,100,000
Investment revenue	61,832	77,880	30,000	110,400	110,400	110,400
Total Revenues	868,475	958,320	1,030,000	1,210,400	1,210,400	1,210,400
<b>Streets Development Charges Fund</b>						
System Development Charges	2,782,453	4,447,698	2,100,000	4,000,000	4,000,000	4,000,000
Investment revenue	604,139	536,925	287,000	465,300	465,300	465,300
Total Revenues	3,386,592	4,984,623	2,387,000	4,465,300	4,465,300	4,465,300
<b>Washington County TDT Fund</b>						
Transportation Development Tax	335,821	698,749	-	-	-	-
Investment revenue	84,315	113,207	112,000	119,800	119,800	119,800
Total Revenues	420,136	811,956	112,000	119,800	119,800	119,800
<b>Frog Pond West Fund</b>						
Infrastructure Development Fee	2,752,047	2,038,936	2,500,000	2,500,000	2,500,000	2,500,000
Investment revenue	244,610	198,771	27,000	72,700	72,700	72,700
Total Revenues	2,996,657	2,237,707	2,527,000	2,572,700	2,572,700	2,572,700
<b>Stormwater Development Charges Fund</b>						
System Development Charges	448,591	254,521	170,000	1,500,000	1,500,000	1,500,000
Investment revenue	180,807	185,293	144,000	142,000	142,000	142,000
Total Revenues	629,398	439,814	314,000	1,642,000	1,642,000	1,642,000
<b>Parks Development Charges Fund</b>						
System Development Charges	596,609	644,370	1,320,000	1,000,000	1,000,000	1,000,000
Investment revenue	111,937	122,791	77,000	179,600	179,600	179,600
Total Revenues	708,546	767,161	1,397,000	1,179,600	1,179,600	1,179,600
Total SDC Fund Revenues	\$ 11,317,228	\$ 11,999,006	\$ 8,832,000	\$ 12,261,400	\$ 12,261,400	\$ 12,261,400



Youth librarian Jo looks on as two young patrons work through a library science activity.



# Program Budget Organization

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The bulk of the budget is made up of expenditure appropriations that are legal spending limits adopted by the City Council for each program. Program budgets contained in this section exclude interfund services and operating transfers between funds. Transfers are reported in the Fund Summary Section.

The program budget detail contains a program summary, an identification of each related department, and an explanation of the functions and activities for each department. Some departments have implemented performance measurements and that information is also presented here.

Each program is an aggregation of budget units/departments that are similar in nature or function and are organized into seven operational programs.

- Policy & Administration
  - Administration..... 74
  - Finance..... 78
  - Information Technology/GIS ..... 82
  - Legal ..... 86
  - Human Resources/Risk Management ..... 90
- Community Development
  - Administration..... 94
  - Engineering ..... 98
  - Building Inspections ..... 102
  - Planning ..... 106
- Public Works
  - Administration..... 110
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  - Street Lighting ..... 122
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- Library
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  - SMART Transit ..... 156
  - Fleet Services ..... 160
- Public Safety
  - Law/Code Enforcement..... 164
  - Municipal Court ..... 168

In addition to these operating programs, three other categories comprise the balance of the City’s budget:

**Capital Projects** consists of large dollar expenditures for buildings, infrastructure and parks. See the Capital Projects section for more details.

**Debt Service** includes appropriations for interest and principal on all types of debt. See Debt & Other section for more details.

**Contingencies** include allowances and set-asides for future projects, repairs and equipment replacements in various funds and is found in the Debt & Other section.

# Summary of Workforce Trends

The City's workforce expands in response to increased demands for service. As the City's population grows, the demand on service levels for recreation, library, police, parks maintenance and utilities escalate as well. Despite the rising population, the ratio of workforce to population base has remained fairly constant for more than ten years.

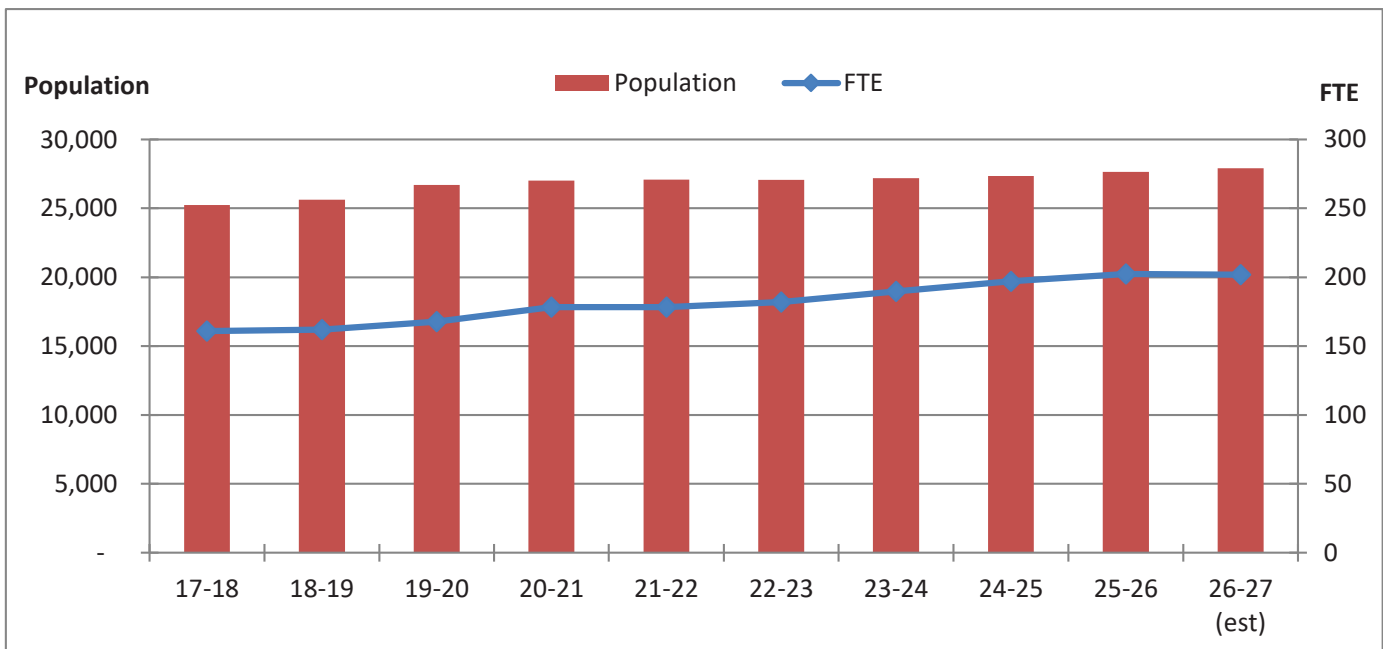
Staffing levels for FY 2026-27 are decreasing from 202.35 full-time equivalents (FTEs) to 201.85. The City contracts with the Clackamas County Sheriff's Department to provide police services for the community. The Willamette River Water Treatment Plant is operated and maintained under contract with Veolia North America. The Wastewater Treatment Plant and lift stations are operated and maintained by Jacobs under contract with the City.

The City has two bargaining units, the Wilsonville Municipal Employees Association/American Federation of State, County, and Municipal Employees (AFSME) local 7070 and Service Employees International Union (SEIU) Local 503 (Oregon Public Employees Union (OPEU) Transit), which represent roughly 69% of all City positions.

As the chart below illustrates, the City's work force has been relatively stable over the past ten years. On a per capita basis, in 2017-18 the City employed approximately two-thirds (0.64) full-time equivalent for every 100 people, and in FY 2026-27 the City will employ about three-fourths (0.72) of a full-time equivalent for every 100 people. The City has been able to accomplish this by investing in equipment and technological tools to help staff remain productive and efficient as the City grows.

The figures below do not include personnel for contracted services.

### Ratio of FTE to Population



# Summary of Workforce Trends

## Comparison of Personnel Changes Full Time Equivalent (FTE) Positions

<b>Department</b>	Budget 2023-24	Budget 2024-25	Budget 2025-26	Budget 2026-27
<b>Administration</b>				
Administration	6.58	6.58	6.58	6.58
Finance	10.70	10.80	10.80	10.80
Information Technology/GIS	6.50	6.50	6.50	6.50
Legal	4.20	4.20	4.20	4.20
Human Resources/Risk Management	4.35	4.35	4.35	4.35
	<b>32.33</b>	<b>32.43</b>	<b>32.43</b>	<b>32.43</b>
<b>Community Development</b>				
Administration	2.00	2.00	2.00	2.00
Engineering	13.50	13.50	13.50	13.50
Planning	7.60	7.60	7.10	6.60
Building Inspections	7.80	6.80	7.80	7.80
	<b>30.90</b>	<b>29.90</b>	<b>30.40</b>	<b>29.90</b>
<b>Public Works</b>				
Administration	4.50	4.50	4.50	4.50
Facilities	11.75	12.75	12.75	12.75
Roads	4.20	4.80	4.80	4.80
Water Distribution	5.53	5.53	5.53	5.53
Wastewater Collection/Industrial Pretreatment	3.63	3.63	3.63	3.63
Stormwater Maintenance	3.14	3.54	3.54	3.54
	<b>32.75</b>	<b>34.75</b>	<b>34.75</b>	<b>34.75</b>
<b>Transportation</b>				
SMART Transit	45.38	46.38	51.38	51.38
Fleet	9.00	9.00	9.00	9.00
	<b>54.38</b>	<b>55.38</b>	<b>60.38</b>	<b>60.38</b>
<b>Parks &amp; Recreation</b>				
General/Community Services	9.45	9.45	9.45	9.45
Parks Maintenance	13.63	14.13	14.13	14.13
	<b>23.08</b>	<b>23.58</b>	<b>23.58</b>	<b>23.58</b>
<b>Library</b>				
	17.66	18.32	18.16	18.16
	<b>17.66</b>	<b>18.32</b>	<b>18.16</b>	<b>18.16</b>
<b>Public Safety</b>				
Law/Code Enforcement	1.00	1.00	1.00	1.00
Municipal Court	1.65	1.65	1.65	1.65
	<b>2.65</b>	<b>2.65</b>	<b>2.65</b>	<b>2.65</b>
<b>Total FTE's</b>	<b>193.75</b>	<b>197.01</b>	<b>202.35</b>	<b>201.85</b>



One of the heart sculptures that was a part of the heARTs of Wilsonville public art project.



# Expenditure Summaries

## By Program

*Excluding Interfund Services and Transfers*

Program	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
<b>Policy and Administration:</b>						
Administration	\$ 1,948,145	\$ 2,098,891	\$ 2,713,191	\$ 2,509,649	\$ 2,509,649	\$ 2,509,649
Finance	1,774,214	2,053,561	2,350,026	2,461,281	2,461,281	2,461,281
Information Technology/GIS	1,496,902	1,610,531	2,021,215	1,947,640	1,947,640	1,947,640
Legal	725,437	810,852	944,710	926,170	926,170	926,170
HR/Risk Management	1,096,252	1,188,310	1,390,650	1,471,590	1,471,590	1,471,590
<i>Policy and Administration</i>	<b>7,040,950</b>	<b>7,762,145</b>	<b>9,419,792</b>	<b>9,316,330</b>	<b>9,316,330</b>	<b>9,316,330</b>
<b>Community Development:</b>						
CD Administration	610,221	618,001	562,690	777,730	777,730	777,730
Engineering	2,163,241	2,373,158	2,872,890	2,931,814	2,931,814	2,931,814
Building Inspection	1,062,711	1,128,088	1,391,675	1,434,779	1,434,779	1,434,779
Planning	1,181,484	1,305,139	1,591,930	1,471,905	1,471,905	1,471,905
<i>Community Development</i>	<b>5,017,657</b>	<b>5,424,386</b>	<b>6,419,185</b>	<b>6,616,228</b>	<b>6,616,228</b>	<b>6,616,228</b>
<b>Public Works:</b>						
PW Administration	822,277	823,505	1,178,310	1,229,490	1,229,490	1,229,490
Facilities	1,687,399	2,122,138	2,315,294	2,454,493	2,454,493	2,454,493
Road Operations	1,099,370	1,511,838	1,442,864	1,427,620	1,427,620	1,427,620
Street Lighting	303,306	289,225	367,290	347,000	347,000	347,000
Water Distribution	1,480,861	1,451,170	1,914,912	1,916,282	1,916,282	1,916,282
Water Treatment Plant	3,628,105	3,810,632	6,328,442	7,322,935	7,322,935	7,322,935
Wastewater Trtmt Plant	3,035,878	3,183,025	3,947,430	4,294,900	4,294,900	4,294,900
Wastewater Collection	1,086,684	976,902	1,402,192	1,460,326	1,460,326	1,460,326
Stormwater Maintenance	986,174	1,057,041	1,374,824	1,405,052	1,405,052	1,405,052
<i>Public Works</i>	<b>14,130,054</b>	<b>15,225,476</b>	<b>20,271,558</b>	<b>21,858,098</b>	<b>21,858,098</b>	<b>21,858,098</b>
<b>Parks &amp; Recreation:</b>						
Parks & Recreation	1,891,909	2,109,214	2,245,194	2,370,846	2,370,846	2,370,846
Parks Maintenance	2,502,898	2,615,092	2,964,012	3,133,015	3,133,015	3,133,015
<i>Parks &amp; Recreation</i>	<b>4,394,807</b>	<b>4,724,306</b>	<b>5,209,206</b>	<b>5,503,861</b>	<b>5,503,861</b>	<b>5,503,861</b>
Library	2,476,014	2,664,508	3,047,236	3,131,380	3,131,380	3,131,380
<b>Transportation:</b>						
Transit	7,453,352	8,263,435	9,944,118	10,158,914	10,158,914	10,158,914
Fleet	1,770,957	1,926,801	2,527,570	2,283,240	2,283,240	2,283,240
<i>Transportation</i>	<b>9,224,309</b>	<b>10,190,236</b>	<b>12,471,688</b>	<b>12,442,154</b>	<b>12,442,154</b>	<b>12,442,154</b>
<b>Public Safety:</b>						
Law/Code Enforcement	6,052,874	6,774,360	7,832,424	8,808,276	8,808,276	8,808,276
Municipal Court	206,336	213,306	254,570	272,450	272,450	272,450
<i>Public Safety</i>	<b>6,259,210</b>	<b>6,987,666</b>	<b>8,086,994</b>	<b>9,080,726</b>	<b>9,080,726</b>	<b>9,080,726</b>
<b>Total Operating Budget</b>	<b>\$ 48,543,001</b>	<b>\$ 52,978,723</b>	<b>\$ 64,925,659</b>	<b>\$ 67,948,777</b>	<b>\$ 67,948,777</b>	<b>\$ 67,948,777</b>

## By Major Cost Category

*Excluding Interfund Services, Transfers, and Capital Projects*

Category	Actual 2023-24	Actual 2024-25	Adopted 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
Personnel Services	\$ 22,303,255	\$ 24,352,049	\$ 28,614,230	\$ 29,962,240	\$ 29,962,240	\$ 29,962,240
Materials and Services	24,352,310	26,289,462	32,077,386	35,200,893	35,200,893	35,200,893
Capital Outlay	1,887,436	2,337,212	4,234,043	2,785,644	2,785,644	2,785,644
<b>Total Operating Budget</b>	<b>\$ 48,543,001</b>	<b>\$ 52,978,723</b>	<b>\$ 64,925,659</b>	<b>\$ 67,948,777</b>	<b>\$ 67,948,777</b>	<b>\$ 67,948,777</b>

City Administration provides support, leadership, and oversight over City operations. The Administration budget provides resources for the City Council, City Manager, Assistant to the City Manager, City Recorder, Administrative Assistant, Communications team, and Government Affairs Manager. The City Manager is appointed by City Council and is the Chief Administrative Officer for the City. The City Manager has the responsibility to manage, direct and coordinate municipal services and business affairs, enforce all city ordinances as well as translating the City Council’s goals into budgetary priorities. The City Manager serves as the City’s Budget Officer and as the Executive Director of the Urban Renewal Agency.

The Administration Department staff performs a wide variety of functions and duties, including community outreach and engagement, and special projects in support of the City Council. The Department is responsible for coordinating and developing clear and informative content to keep the community informed via a variety of communication tools including the Boones Ferry Messenger, various social media platforms, press releases, and other community outreach efforts.

This department is responsible for city records and elections in addition to advancing City Council legislative initiatives. The department also provides direct staff support to the Wilsonville Civics Academy, Wilsonville-Metro Community Enhancement Committee, Diversity, Equity and Inclusion Committee, and Tourism Promotion Committee.

In 2025, the City Council developed specific Council goals and strategies for the 2025-27 biennium. Below are those Council goals and strategies as they apply to this Program Area.

**DEPARTMENT GOALS**

**Public Safety**

- Continue to increase outreach and educational resources for individual emergency preparedness. The City includes emergency preparedness information in each issue of the Boones Ferry Messenger

**Communications + Engagement**

- The City has increased and enhanced social media content and started providing regular video content to increase communications with the community
- The City hired a consultant to advance a communication plan to inform the community about the adopted 2019 Town Center plan and urban renewal financing

Position	Full Time Equivalent Positions			
	Budget 2023-24	Budget 2024-25	Budget 2025-26	Budget 2026-27
City Manager	1.00	1.00	1.00	1.00
Assistant to the City Manager	1.00	1.00	1.00	1.00
City Recorder	1.00	1.00	1.00	1.00
Public Affairs Manager	1.00	1.00	1.00	1.00
Communications & Marketing Manager	1.00	1.00	1.00	1.00
Communications Coordinator	1.00	1.00	1.00	1.00
Administrative Assistant II	0.00	0.00	0.00	0.50
Records Technician	0.50	0.50	0.50	0.00
Intern	0.08	0.08	0.08	0.08
	<b>6.58</b>	<b>6.58</b>	<b>6.58</b>	<b>6.58</b>

<b>Operating Summary</b>	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
<b>Personnel Services</b>						
Salaries and wages	\$ 813,774	\$ 884,195	\$ 914,480	\$ 899,800	\$ 899,800	\$ 899,800
Employee benefits	452,707	493,195	575,060	589,460	589,460	589,460
<b>Total</b>	<b>1,266,481</b>	<b>1,377,390</b>	<b>1,489,540</b>	<b>1,489,260</b>	<b>1,489,260</b>	<b>1,489,260</b>
<b>Materials and Services</b>						
Supplies	53,085	61,658	48,600	47,600	47,600	47,600
Prof and tech services	301,421	276,719	309,500	324,500	324,500	324,500
Utility services	6,161	7,073	6,240	6,490	6,490	6,490
Insurance	657	-	800	-	-	-
Community service programs	153,589	235,406	677,011	464,299	464,299	464,299
Employee development	39,150	27,017	43,000	43,000	43,000	43,000
Fees, dues, advertising	73,089	54,578	74,500	69,500	69,500	69,500
Meetings & Council	54,512	59,050	64,000	65,000	65,000	65,000
<b>Total</b>	<b>681,664</b>	<b>721,501</b>	<b>1,223,651</b>	<b>1,020,389</b>	<b>1,020,389</b>	<b>1,020,389</b>
<b>Total Department</b>	<b>\$ 1,948,145</b>	<b>\$ 2,098,891</b>	<b>\$ 2,713,191</b>	<b>\$ 2,509,649</b>	<b>\$ 2,509,649</b>	<b>\$ 2,509,649</b>
<b>Resources Summary</b>						
	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
Interfund charges	\$ 433,675	\$ 529,828	\$ 677,961	\$ 700,660	\$ 700,660	\$ 700,660
Urban renewal charges	49,956	41,544	16,752	16,752	16,752	16,752
General Fund	1,464,514	1,527,519	2,018,478	1,792,237	1,792,237	1,792,237
<b>Total</b>	<b>\$ 1,948,145</b>	<b>\$ 2,098,891</b>	<b>\$ 2,713,191</b>	<b>\$ 2,509,649</b>	<b>\$ 2,509,649</b>	<b>\$ 2,509,649</b>

**BUDGET HIGHLIGHTS**

**Materials and Services**

- Community service programs reflects a decrease in the homeless initiative grant and coinciding expenditures were limited to the prior fiscal year.

**PERFORMANCE MEASUREMENTS**

<i>Strategy</i>	<i>Measure</i>	<b>Actual 2022-23</b>	<b>Actual 2023-24</b>	<b>Actual 2024-25</b>	<b>Estimate 2025-26</b>	<b>Forecast 2026-27</b>
	Number of public records request	187	198	247	250	260
Adhere to public records law and respond to public records request	Number of Wilsonville businesses/ residents making the public records request	44	43	39	40	45
	Percent of public records request that were from Wilsonville businesses/ residents	24%	22%	15.79%%	16%%	17.3%%
	Newsletter frequency (number of issues a year)	12	11	11	11	11
	Social media followers (aggregate # from City Facebook, Twitter, Instagram, YouTube)	6,750	7,250	7,700	8,200	8,600
	FB page visits*	N/A	N/A	13,500	16,000	18,000
Provide timely and accessible information to all citizens using a variety of tools	Average number of Facebook posts per year	275	300	350	275	325
	Website visits	1,000,000	1,105,730	1,038,557	1,200,000	1,350,000
	Let's Talk, Wilsonville! Subscribers	1450	1695	2087	2200	2400
	Let's Talk, Wilsonville! page views	13,500	8,610	10,919	15,700	14,000

\* Replaces Twitter views, as Twitter no longer provides impression data as of 2024

**PERFORMANCE MEASUREMENTS OUTCOME**

In FY 2024-25, year-to-year website traffic numbers continued to be influenced by city projects including the Boeckman Dip Bridge and trail project and other city events. Social media followers increased by 450 and Let’s Talk Wilsonville! subscribers increased by nearly 400 during fiscal year 2024-25.

The number of public records requests continues to grow, in FY 2024-25 the growth increased significantly. The city has been receiving more requests for municipal court records for potential police officers from background check firms. The percentage of the requests coming from outside of the City of Wilsonville has also increased; only 16% of records requests come from Wilsonville businesses or residents.

The City Council adopted six new council goals in FY 2025-26 related to the City’s communication efforts. Staff actively worked to increase the amount of content through various communication channels to support these goals. Specifically, staff worked with the City Council to gather community input about the current sentiments surrounding the 2019 Town Center Master Plan.



Wilsonville community members participate in traditional Ghanaian dance with Anansi Beat at the annual Juneteenth Celebration at Town Center Park.



The Finance Department establishes and maintains a framework for the City’s and Urban Renewal Agency’s financial transactions, including all accounting and budgetary transactions. The Department coordinates the annual budget process in partnership with the City Manager and other City departments, as well as creates and maintains a five-year forecast. The Department is responsible for the functions of payroll, accounts payable, accounts receivable including utility billing, treasury and debt management. The Department ensures internal controls are in place and coordinates the annual audit of the City’s financial statements with an external public accounting firm. The Department provides timely, useful and accurate financial information to internal management, City Council, Budget Committee and external users, as well as treasury services with the goals of minimizing borrowing costs and maximizing the return on investments.

In 2025, the City Council developed specific Council goals and strategies for the 2025-27 biennium. Below are those Council goals and strategies as they apply to this Program Area.

**DEPARTMENT GOALS**

**Financial Health**

- Collaborate with city departments to identify key infrastructure needs and funding strategies that balance current resources with future obligations
- Prepare and publish the Annual Comprehensive Finance Report in a format that qualifies for submittal to the Government Finance Officers Association (GFOA) Certificate of Achievement in Financial Reporting Program
- Prepare and publish the annual Adopted Budget document in a format that qualifies for submittal to the GFOA Distinguished Budget Award Program
- Continue to explore more efficient and cost effective ways of providing the same lever of service or better

**Public Safety**

- Improve financial tracking and reporting of expenses related to emergency response to support accountability, reimbursement, and grant applications
- Continue to collaborate with Wilsonville Community Sharing who operates the local food bank and provides rent assistance to those in need
- Continue to facilitate property tax exemptions with Clackamas County, for certain, qualifying, low-income housing

**Parks**

- Monitor operating and capital expenditures to ensure they remain on target throughout the year
- Collaborate with city departments to identify funding strategies for key infrastructure needs and ongoing maintenance

**Communications + Engagement**

- Ensure that financial reports and information are easily accessible to both internal and external customers, to provide transparency on the financial health of the City
- Continue to provide multilingual interpretation services to facilitate effective communication with all members of the community

Position	Full Time Equivalent Positions			
	Budget 2023-24	Budget 2024-25	Budget 2025-26	Budget 2026-27
Finance Director	1.00	1.00	1.00	1.00
Assistant Finance Director	1.00	1.00	1.00	1.00
Finance Operations Supervisor	1.00	1.00	1.00	1.00
Senior Accountant	1.00	1.00	1.00	1.00
Accountant	0.60	0.60	0.60	0.60
Accounting Specialist	3.00	4.00	4.00	4.00
Accounting Technician	3.10	2.20	2.20	2.20
	<b>10.70</b>	<b>10.80</b>	<b>10.80</b>	<b>10.80</b>

<b>Operating Summary</b>	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
Personnel Services						
Salaries and wages	\$ 904,229	\$ 987,429	\$ 1,055,790	\$ 1,104,970	\$ 1,104,970	\$ 1,104,970
Employee benefits	524,090	577,241	658,620	686,620	686,620	686,620
<b>Total</b>	<b>1,428,319</b>	<b>1,564,670</b>	<b>1,714,410</b>	<b>1,791,590</b>	<b>1,791,590</b>	<b>1,791,590</b>
Materials and Services						
Supplies	29,912	21,646	47,900	48,900	48,900	48,900
Prof and tech services	153,876	310,539	320,400	353,835	353,835	353,835
Utility services	67,378	50,660	81,840	80,640	80,640	80,640
Fleet services	4,500	4,668	5,076	5,436	5,436	5,436
Rents and leases	2,097	2,097	4,000	4,000	4,000	4,000
Insurance	5,235	6,580	8,600	9,500	9,500	9,500
Employee development	9,204	16,442	26,000	28,000	28,000	28,000
Fees, dues, advertising	5,514	10,689	11,500	13,000	13,000	13,000
Misc. services & supplies	68,179	65,570	130,300	126,380	126,380	126,380
<b>Total</b>	<b>345,895</b>	<b>488,891</b>	<b>635,616</b>	<b>669,691</b>	<b>669,691</b>	<b>669,691</b>
<b>Total Department</b>	<b>\$ 1,774,214</b>	<b>\$ 2,053,561</b>	<b>\$ 2,350,026</b>	<b>\$ 2,461,281</b>	<b>\$ 2,461,281</b>	<b>\$ 2,461,281</b>
<b>Resources Summary</b>	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
Interfund charges	\$ 652,875	\$ 770,280	\$ 1,216,764	\$ 1,203,183	\$ 1,203,183	\$ 1,203,183
Urban renewal charges	34,548	45,342	33,498	33,498	33,498	33,498
General Fund	1,086,791	1,237,939	1,099,764	1,224,600	1,224,600	1,224,600
<b>Total</b>	<b>\$ 1,774,214</b>	<b>\$ 2,053,561</b>	<b>\$ 2,350,026</b>	<b>\$ 2,461,281</b>	<b>\$ 2,461,281</b>	<b>\$ 2,461,281</b>

**BUDGET HIGHLIGHTS**

This operating budget maintains the status quo, with no significant changes.

**PERFORMANCE MEASUREMENTS**

<i>Measure</i>	<b>Actual 2022-23</b>	<b>Actual 2023-24</b>	<b>Actual 2024-25</b>	<b>Estimate 2025-26</b>	<b>Forecast 2026-27</b>
<b>Goal: Protect and preserve the City's environment</b>					
Increased enrollment in electronic billing versus printed invoice (Utility Billing)	53%	62%	68%	68%	72%
Increased enrollment in electronic payments to vendors (Accounts Payable)	60%	60%	60%	64%	65%
Increased enrollment in electronic payments to employees (Payroll)	99%	100%	100%	100%	100%
<b>Goal: Attract high quality industry and support economic opportunity for all in the City</b>					
Government Finance Officers Association (GFOA) Budget Award	Yes	Yes	Yes	Yes	Yes
GFOA Annual Comprehensive Financial Report Award	Yes	Yes	Yes	Yes	Yes
Independent Certified Public Accountant audit "clean opinion" of Annual Comprehensive Financial Report	Yes	Yes	Yes	Yes	Yes
Actual cost to deliver financial services	\$ 1,586,517	\$ 1,774,213	\$ 2,053,564	\$ 2,204,945	\$ 2,461,281
Costs to deliver financial services as percentage of total City operating budget	1.8%	2.0%	2.0%	2.3%	2.1%
Percentage of City's operating funds meeting or exceeding reserve levels set by policy	100%	100%	100%	100%	100%
General obligation bond rating	Aa2	Aa2	Aa2	Aa2	Aa2

**PERFORMANCE MEASUREMENTS OUTCOME**

The measurement indicators notated above reveal performance objectives are being met by the department. The goal to encourage paperless options has seen an increasing number of paperless billing customers and electronic payments. We continue to promote and encourage paperless billing and electronic payments for all incoming and outgoing transactions. This includes: accounts payable, payroll, utility billing, business licenses, and transit tax.

Maintaining a constant cost percent to deliver financial services through new demands and special analysis indicates that efficiencies are being realized. Under the direction of the City Council and Budget Committee, the City has long placed emphasis on strong financial management. Every year, the City receives unqualified (clean) opinions of the City's Annual Comprehensive Financial Report by outside certified public accountants, and is recognized by the Government Finance Officers Association for high standards in government accounting, financial reporting, and budgeting.



Finance department staff.



The Information Technology (IT) Department manages the City’s information and communications technologies, including the City’s network, phone system, computers, servers, websites, applications, and the City’s Enterprise Geographic Information Systems (GIS). In addition, IT provides training and special project assistance to departments. The IT Department utilizes an Information Technology Strategic plan to ensure that the City’s infrastructure and applications are positioned to meet future demands in an efficient way.

The IT Department’s mission is: To lead technological initiatives that enable the City to provide superior service in a quick, efficient, and cost effective manner while maintaining the security of the physical and digital infrastructure. The IT team achieves this through the City’s values of Commitment, Collaboration, Competence, and Customer Service.

In 2025, the City Council developed specific Council goals and strategies for the 2025-27 biennium. Below are those Council goals and strategies as they apply to this Program Area. As technology continues to evolve in every facet of the Municipal landscape, the IT Department recognizes its role to provide support and the tools necessary for all City departments to be effective in achieving these goals and all future initiatives.

**DEPARTMENT GOALS**

***Act as a Support Role for Departments working towards Council Goals***

- Lead and manage projects for efficient implementation and cost effectiveness
- Participate in various projects where technology is needed
- Provide recommendations and support for current and future software needs

***Provide the tools necessary for Departments to achieve Council Goals***

- Maintain operation and inventory of hardware, software, and network systems
- Utilize current and emerging technologies to reduce costs, create efficiencies, and enhance services
- Provide convenient and cost effective access to information and services online
- Continue to grow and enhance the city’s fiber infrastructure, connecting anchor institutions, providing services, and opening pathways for improved access to internet and increasing network resiliency

Position	Full Time Equivalent Positions			
	Budget 2023-24	Budget 2024-25	Budget 2025-26	Budget 2026-27
Information Systems Director	1.00	1.00	1.00	1.00
Information Systems Project Manager	1.00	1.00	1.00	1.00
Information Systems Analyst	1.00	1.00	1.00	1.00
Network Administrator	1.00	1.00	1.00	1.00
Information System Assistant I	1.00	1.00	1.00	1.00
GIS Manager	1.00	1.00	1.00	1.00
Intern	0.50	0.50	0.50	0.50
	<b>6.50</b>	<b>6.50</b>	<b>6.50</b>	<b>6.50</b>

<b>Operating Summary</b>	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
<b>Personnel Services</b>						
Salaries and wages	\$ 628,831	\$ 610,803	\$ 707,460	\$ 733,630	\$ 733,630	\$ 733,630
Employee benefits	376,732	373,386	450,610	477,950	477,950	477,950
<b>Total</b>	<b>1,005,563</b>	<b>984,189</b>	<b>1,158,070</b>	<b>1,211,580</b>	<b>1,211,580</b>	<b>1,211,580</b>
<b>Materials and Services</b>						
Supplies	164,273	177,242	258,600	132,850	132,850	132,850
Prof and tech services	259,762	333,019	424,250	465,200	465,200	465,200
Utility services	30,945	32,296	43,770	42,960	42,960	42,960
Repairs & maintenance	5,998	6,938	10,000	10,000	10,000	10,000
Employee development	5,348	7,184	8,600	9,050	9,050	9,050
Fees, dues, advertising	1,391	424	2,925	1,000	1,000	1,000
<b>Total</b>	<b>467,717</b>	<b>557,103</b>	<b>748,145</b>	<b>661,060</b>	<b>661,060</b>	<b>661,060</b>
<b>Capital Outlay</b>						
Machinery & equipment	23,622	69,239	115,000	75,000	75,000	75,000
<b>Total Department</b>	<b>\$ 1,496,902</b>	<b>\$ 1,610,531</b>	<b>\$ 2,021,215</b>	<b>\$ 1,947,640</b>	<b>\$ 1,947,640</b>	<b>\$ 1,947,640</b>
<b>Resources Summary</b>						
	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
Interfund charges	\$ 727,238	\$ 856,191	\$ 862,979	\$ 825,448	\$ 825,448	\$ 825,448
Urban renewal charges	8,808	-	-	-	-	-
General Fund	760,856	754,340	1,158,236	1,122,192	1,122,192	1,122,192
<b>Total</b>	<b>\$ 1,496,902</b>	<b>\$ 1,610,531</b>	<b>\$ 2,021,215</b>	<b>\$ 1,947,640</b>	<b>\$ 1,947,640</b>	<b>\$ 1,947,640</b>

**BUDGET HIGHLIGHTS**

**Materials and Services**

- Supplies reflects a decrease due to the completion of installing distributed antenna systems (DAS) at City Hall and Library in FY 2025-26.
- Professional and technical services reflects an increase for both a cybersecurity project and a project to enhance website accessibility to meet federal requirements.
- Fees, dues, advertising reflects a decrease after an analysis of participation in various programs in IT and GIS.

**Capital Outlay**

- Machinery & equipment reflects a decrease due to the completion of a project to upgrade the cameras and recording system in FY 2025-26. A new project to address the aging equipment located in the Council Chambers is planned for FY 2026-27.

**PERFORMANCE MEASUREMENTS**

<i>Strategy</i>	<i>Measure</i>	<b>Actual 2022-23</b>	<b>Actual 2023-24</b>	<b>Actual 2024-25</b>	<b>Estimate 2025-26</b>	<b>Forecast 2026-27</b>
	Users supported	198	222	222	232	232
	Personal computers supported (staff & public use)	232	223	218	225	225
	Copier/Printer/Fax Machines supported	36	36	35	34	34
	Mobile Devices supported	149	157	155	153	153
Identify and track workload indicators	Servers supported	73	72	61	60	55
	Number of helpdesk tickets (annually)	1,370	1,573	1,693	1,700	1,750
	Number of inbound phone calls (annually)	90,000	85,706	77,564	70,000	72,000
	Number of inbound email (annually)	1,800,000	1,461,192	2,710,000	1,800,000	2,000,000
	Percentage of email rejected by spam filter	59%	59%	63%	71%	65%
Effectiveness indicator	Customer satisfaction rating per annual survey	Excellent	Excellent	Excellent	Excellent	Excellent

**PERFORMANCE MEASUREMENTS OUTCOME**

Every year, the IT Department conducts an IT survey to solicit feedback from staff. The responses help to identify trends, discover issues and create a benchmark for future performance. Overall customer satisfaction for the department continues to be excellent.

In addition to the number of users, computers, servers and mobile devices that the department maintains, several metrics have been added to help monitor and track IT activity throughout the city. Numbers related to helpdesk tickets, inbound calls, and inbound email have been included.

The number of users supported has shown an increase due to the change in how that measure is calculated. Previously, it correlated to filled positions and now it represents the number of Microsoft accounts supported. The number of computers supported has increased slightly due to a few additional positions and laptops being added. The number of copier/printer/fax machines is decreasing due to more and more business processes becoming digital. While the number of inbound email has remained significant over the past few years, there was a major increase for a few months in early 2025. The percentage of email rejected by the spam filter remains significant.

The total number of helpdesk requests show an increase each year as IT staff continue to improve in tracking each request. This metric has remained relatively consistent with the number of users supported.

The number of servers supported will continue to decrease as we move more storage and services to the cloud.



IT staff maintaining the network and other various IT systems.



The City Attorney is appointed by, and reports directly to, the City Council. The Legal Department provides general counsel to the City and the Urban Renewal Agency. The City Attorney or the Assistant City Attorney regularly attends meetings of the City Council, Urban Renewal Agency, Planning Commission and Development Review Board. All Legal Department staff work closely with the City Manager and City staff at all levels. Under the supervision of the City Attorney, the Department provides legal advice to the City Council and boards and commissions. Department staff reviews legal documents, drafts ordinances and resolutions, performs or directs litigations including that of the City Prosecutor, risk management assistance, employment/labor assistance, negotiates and drafts a wide variety of contracts, pleadings, legal records, and other legal documents.

In 2025, the City Council developed specific Council goals and strategies for the 2025-27 biennium. Below are those Council goals and strategies as they apply to this Program Area.

**DEPARTMENT GOALS**

**Financial Health**

- Collaborate with other departments to identify legal issues and solutions that may arise in the context of cost savings/efficiencies and alternative revenue options

**Public Safety**

- Maintain and update the Wilsonville Code as necessary to address current issues
- Lead projects to examine updates to Wilsonville’s overarching code enforcement program and nuisance regulations
- Continue to seek public input on policy and program alternatives
- Continue to investigate and present alternative policy and program options to address graffiti abatement on property not owned or controlled by the City
- Monitor the pilot program developed by the legal team for contracted peer support services funded through the City’s opioid settlement funds. The City has contracted with The Peer Company (aka Mental Health & Addiction Association of Oregon) for peer support services in Wilsonville for FY 2025-26

**Parks**

- Collaborate with other city departments to identify and address legal considerations as City Staff and City Council address maintaining the current level of service for City Parks

**Communications + Engagement**

- Participate in interdepartmental efforts to develop a communication and education strategy
- Develop contracts with consultants to assist the City in developing engagement strategies regarding the Town Center Plan, Urban Renewal, and other funding sources for infrastructure

Position	Full Time Equivalent Positions			
	Budget 2023-24	Budget 2024-25	Budget 2025-26	Budget 2026-27
City Attorney	1.00	1.00	1.00	1.00
Assistant City Attorney	1.00	1.00	1.00	1.00
Legal Assistant	2.00	2.00	2.00	2.00
Intern	0.20	0.20	0.20	0.20
	4.20	4.20	4.20	4.20

<b>Operating Summary</b>	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
<b>Personnel Services</b>						
Salaries and wages	\$ 456,144	\$ 501,852	\$ 532,550	\$ 548,960	\$ 548,960	\$ 548,960
Employee benefits	230,636	254,682	298,190	312,330	312,330	312,330
<b>Total</b>	<b>686,780</b>	<b>756,534</b>	<b>830,740</b>	<b>861,290</b>	<b>861,290</b>	<b>861,290</b>
<b>Materials and Services</b>						
Supplies	13,113	10,035	15,600	15,600	15,600	15,600
Prof and tech services	14,780	30,816	83,000	32,450	32,450	32,450
Utility services	28	31	370	330	330	330
Employee development	9,918	9,270	11,000	11,000	11,000	11,000
Fees, dues, advertising	818	4,166	4,000	5,500	5,500	5,500
<b>Total</b>	<b>38,657</b>	<b>54,318</b>	<b>113,970</b>	<b>64,880</b>	<b>64,880</b>	<b>64,880</b>
<b>Total Department</b>	<b>\$ 725,437</b>	<b>\$ 810,852</b>	<b>\$ 944,710</b>	<b>\$ 926,170</b>	<b>\$ 926,170</b>	<b>\$ 926,170</b>
<b>Resources Summary</b>						
	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
Interfund charges	\$ 147,136	\$ 159,879	\$ 167,573	\$ 183,954	\$ 183,954	\$ 183,954
Urban renewal charges	35,652	29,520	16,752	16,752	16,752	16,752
General Fund	542,649	621,453	760,385	725,464	725,464	725,464
<b>Total</b>	<b>\$ 725,437</b>	<b>\$ 810,852</b>	<b>\$ 944,710</b>	<b>\$ 926,170</b>	<b>\$ 926,170</b>	<b>\$ 926,170</b>

**BUDGET HIGHLIGHTS**

**Materials and Services**

- Fees, dues, and advertising reflects an increase for the rising costs of legal memberships. Further, City Council has approved funding for the City Attorney’s Washington State Bar license for any year in which such bar license is utilized to represent the City.

**PERFORMANCE MEASUREMENTS*****FY 2025-26 Goal Achievements***

Created a pilot program for contracted peer support services to support individuals with mental health and/or substance issue challenges. Worked collaboratively with Wilsonville Community Sharing and Heart of the City in the utilization of supportive housing services funds provided by Clackamas County.

Records Retention: Implemented internal best practices for records retention and continued progress on applying records retention to older documents.

Team building: Hired two new team members, on-boarded and trained these additional team members, and achieved improvements in team communication and trust.

***Other Highlights from FY 2025-26***

- Processed 245 contract and agreement requests for calendar year 2025, a 19% increase to contract documents processed during the prior calendar year. The number of contracts prepared has seen a steady increase each year.
- Processed 172 real property documents (easements, deeds, dedications, development agreements, etc.) for calendar year 2025, a 53% increase from calendar year 2024.
  - Includes the acquisition of real property for the Boeckman Creek Corridor Project and Boeckman Creek Flow Mitigation Project, as well as development within Frog Pond West, among other projects.
- 100% success rate in prosecuting municipal court matters.

In addition, the Legal department's workload is driven by the requests from internal departments.



City Attorney Amanda Guile-Hinman with employees of The Peer Company and Wilsonville Community Sharing, working together on contracted peer support specialist services for the City of Wilsonville.



# Policy & Administration

# human resources/risk management

The Human Resources Department seeks to enhance organizational efficiency and effectiveness by providing centralized personnel support for all City employees. This support includes creating employee training and development opportunities, fostering effective labor relations, assisting departments with recruitment and selection to fill vacancies, promoting ethical conduct across the organization, and recognizing employees for exemplary service.

The Assistant City Manager serves as the Human Resources Director and provides management oversight for Information Technology, Parks and Recreation, Library, Police (contract), Code Compliance, and SMART Transit. The Human Resources Manager oversees the day-to-day operations of the department and manages the City’s benefit programs. The City strives to provide high-quality, cost-effective benefits for all employees and is a member of City County Insurance Services, which provides a variety of healthcare coverage to public employers.

Risk Management oversees the City’s risk exposure and insurance programs, including property, liability, and workers’ compensation coverage. The department supports an active city-wide safety program focused on identifying and mitigating hazardous conditions at all City facilities and promotes employee wellness. Through its workers’ compensation program, State Accident Insurance Fund (SAIF), Risk Management is responsible for processing and coordinating claims for injured employees. Insurance programs are reviewed annually to ensure appropriate coverage levels and cost effectiveness.

In 2025, the City Council developed specific Council goals and strategies for the 2025-27 biennium. Below are those Council goals and strategies as they apply to this Program Area.

## DEPARTMENT GOALS

### Financial Health

- Continue to ensure equitable access to employment opportunities, regardless of background or demographics
- Continue to assist hiring managers in ensuring the City’s workforce is reflective of the community’s diversity
- Attract and retain top talent by offering a competitive compensation and benefit package

### Public Safety

- Work closely with department managers to identify staffing needs for emergency response scenarios
- Provide training for employees to handle emergencies, such as first aid, CPR, fire safety, and evacuation procedures
- Organize regular drills and exercises to test emergency response plans, identify gaps, and enhance preparedness
- Provide training for employees to interact with unhoused individuals compassionately

### Parks

- Assist with recruiting and retaining skilled Parks & Recreation employees with expertise in landscape architecture, horticulture, recreation management, and facilities maintenance to ensure high-quality service delivery
- Continue to provide a wellness programs that promote outdoor activities and physical exercise to enhance employee well-being and connect them with nature

### Communications + Engagement

- Maintain a digital platform for staff to access policies, forms, benefit information, and the employee handbook
- Provide a newsletter to share information about city programs, services, events, birthdays, and an employee spotlight to help keep everyone connected
- Provide cultural competency training, language access services, and interpreter services to ensure inclusive communication practices

Position	Full Time Equivalent Positions			
	Budget 2023-24	Budget 2024-25	Budget 2025-26	Budget 2026-27
Assistant City Manager	1.00	1.00	1.00	1.00
Human Resources Manager	1.00	1.00	1.00	1.00
Human Resources Analyst	1.00	1.00	1.00	1.00
Human Resources Assistant	0.75	0.75	0.75	0.75
Intern	0.50	0.50	0.50	0.50
Intern (High School)	0.10	0.10	0.10	0.10
	4.35	4.35	4.35	4.35

<b>Operating Summary</b>	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
<b>Personnel Services</b>						
Salaries and wages	\$ 429,384	\$ 458,529	\$ 499,220	\$ 519,510	\$ 519,510	\$ 519,510
Employee benefits	201,615	214,219	254,240	267,700	267,700	267,700
<b>Total</b>	<b>\$ 630,999</b>	<b>672,748</b>	<b>753,460</b>	<b>787,210</b>	<b>787,210</b>	<b>787,210</b>
<b>Materials and Services</b>						
Supplies	2,497	8,269	2,200	2,200	2,200	2,200
Prof and tech services	83,330	100,367	74,500	127,500	127,500	127,500
Utility services	1,638	1,663	2,290	2,380	2,380	2,380
Insurance	316,676	338,678	396,000	450,000	450,000	450,000
Employee development	34,374	36,195	125,500	65,600	65,600	65,600
Fees, dues, advertising	2,972	865	3,000	3,000	3,000	3,000
Flex plan admin	2,800	3,385	3,700	3,700	3,700	3,700
Recognition expenses	20,966	26,140	30,000	30,000	30,000	30,000
<b>Total</b>	<b>465,253</b>	<b>515,562</b>	<b>637,190</b>	<b>684,380</b>	<b>684,380</b>	<b>684,380</b>
<b>Total Department</b>	<b>\$ 1,096,252</b>	<b>\$ 1,188,310</b>	<b>\$ 1,390,650</b>	<b>\$ 1,471,590</b>	<b>\$ 1,471,590</b>	<b>\$ 1,471,590</b>
<b>Resources Summary</b>						
	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
Interfund charges	\$ 405,112	\$ 442,951	\$ 382,076	\$ 423,036	\$ 423,036	\$ 423,036
General Fund	691,140	745,359	1,008,574	1,048,554	1,048,554	1,048,554
<b>Total</b>	<b>\$ 1,096,252</b>	<b>\$ 1,188,310</b>	<b>\$ 1,390,650</b>	<b>\$ 1,471,590</b>	<b>\$ 1,471,590</b>	<b>\$ 1,471,590</b>

**BUDGET HIGHLIGHTS**

**Materials and Services**

- Changes to Professional and Technical Services reflects an increase in cost for the City’s applicant tracking, performance management, and onboarding software. In addition, the City will begin bargaining with both represented groups in early 2027. Both collective bargaining agreements expire June 30, 2027. The City utilizes outside legal counsel to assist with the negotiation process.
- Employee development reflects a decrease with the completion of the City Manager recruitment.

**PERFORMANCE MEASUREMENTS**

<i>Strategy</i>	<i>Measure</i>	<b>Actual 2022-23</b>	<b>Actual 2023-24</b>	<b>Actual 2024-25</b>	<b>Estimate 2025-26</b>	<b>Forecast 2026-27</b>
	FTEs (based on paid hours of non-contracted employees)	174.9	176.2	181.7	182.0	185.0
	Employee turnover per year (percent of workforce)	15.5	21	17	20	18
Recruit, hire and retain the most qualified people to staff the City's service delivery needs	Recruitments	44	34	36	40	35
	Applications processed	701	933	1,173	1,500	1,200
	Interviews held	177	175	437	500	400
	New Hires	53	51	34	50	40
	Wellness Program Participation	167	170	170	175	180
Minimize work-related accidents and maintain an excellent safety record	Workers' compensation claims	5	3	8	5	5
	Total paid losses	\$6,742	\$17,865	\$72,321	\$20,000	\$15,000
	Experience Modification Rate (EMR) Is used to calculate worker's compensation premiums	0.65	0.76	0.75	0.76	0.80

**PERFORMANCE MEASUREMENTS OUTCOME**

The City's recruitment strategy remains focused on attracting and hiring qualified candidates to meet operational needs while strengthening workforce stability and organizational culture. Hiring managers emphasize efficient hiring practices, skill alignment, and a culture add approach that values diverse perspectives, experiences, and contributions in support of long term employee retention. While overall turnover has stabilized, a modest increase is anticipated due to planned retirements and normal workforce transitions. The employee wellness program supports employee engagement and retention by offering a range of on site and off site wellness opportunities that promote employee morale, engagement, and overall job satisfaction.



Staff participating in Selfie Day!



The Community Development Department includes Administration, Engineering, Planning and Building Divisions. Community Development Administration provides leadership for the Department and includes a variety of economic development services, current development and construction coordination, and ‘big picture’ planning for future growth and infrastructure needs. Further, Administration is responsible for coordination between divisions, collaborating regionally, and planning in areas such as land use, transportation, natural resources, and economic development. It also oversees the City’s urban renewal plans and projects, including the Coffee Creek urban renewal district and the Wilsonville Investment Now (WIN) economic development incentive program.

In 2025, the City Council developed specific Council goals and strategies for the 2025-27 biennium. Below are those Council goals and strategies as they apply to this Program Area.

## DEPARTMENT GOALS

### *Financial Health*

- Explore opportunities to improve efficiency of department operations through department structure
- Pursue state and local funding options to offset cost of projects

### *Public Safety*

- Assist the building division in analysis of a potential city rental property inspection program
- Collaborate with code compliance in resolving enforcement issues within the community

### *Parks*

- Collaborate with the parks department to assist in distributing information to businesses community about Wilsonville parks and recreation amenities for community use
- Serve as conduit to businesses community for public outreach regarding sustainable parks funding mechanisms

### *Communications + Engagement*

- Continue the monthly Local Business Newsletter, distributed to City of Wilsonville business license holders
- Continue the quarterly Development Update Newsletter, distributed to brokers, developers, and site selectors in order to raise awareness regarding the City’s coordinated long-range planning, industrial land readiness, and economic development projects and accomplishments
- Advance implementation of the Town Center Plan, including funding strategies
- Review the WIN (Wilsonville Investment Now) program with the urban renewal task force and make necessary changes and modifications with city council approval
- Coordinate with government affairs staff to provide input on legislation related to economic development with impacts for Wilsonville

Position	Full Time Equivalent Positions			
	Budget 2023-24	Budget 2024-25	Budget 2025-26	Budget 2026-27
Community Development Director	1.00	1.00	1.00	1.00
Economic Development Manager	1.00	1.00	1.00	1.00
	2.00	2.00	2.00	2.00

<b>Operating Summary</b>	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
<b>Personnel Services</b>						
Salaries and wages	\$ 283,879	\$ 280,645	\$ 182,350	\$ 306,320	\$ 306,320	\$ 306,320
Employee benefits	163,393	159,064	118,740	196,120	196,120	196,120
<b>Total</b>	<b>447,272</b>	<b>439,709</b>	<b>301,090</b>	<b>502,440</b>	<b>502,440</b>	<b>502,440</b>
<b>Materials and Services</b>						
Supplies	19,596	18,335	44,900	42,800	42,800	42,800
Prof and tech services	58,885	81,404	114,130	125,000	125,000	125,000
Utility services	52,698	49,668	67,730	70,880	70,880	70,880
Fleet services	9,000	9,324	10,140	10,860	10,860	10,860
Insurance	5,301	6,661	8,000	8,350	8,350	8,350
Community service programs	8,987	1,500	5,000	5,000	5,000	5,000
Employee development	4,143	3,339	5,700	5,900	5,900	5,900
Fees, dues, advertising	4,302	8,022	6,000	6,500	6,500	6,500
<b>Total</b>	<b>162,949</b>	<b>178,292</b>	<b>261,600</b>	<b>275,290</b>	<b>275,290</b>	<b>275,290</b>
<b>Total Department</b>	<b>\$ 610,221</b>	<b>\$ 618,001</b>	<b>\$ 562,690</b>	<b>\$ 777,730</b>	<b>\$ 777,730</b>	<b>\$ 777,730</b>
<b>Resources Summary</b>						
	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
Urban renewal charges	\$ 181,462	\$ 189,842	\$ 160,802	\$ 163,802	\$ 163,802	\$ 163,802
CD Fund	428,759	428,159	401,888	613,928	613,928	613,928
<b>Total</b>	<b>\$ 610,221</b>	<b>\$ 618,001</b>	<b>\$ 562,690</b>	<b>\$ 777,730</b>	<b>\$ 777,730</b>	<b>\$ 777,730</b>

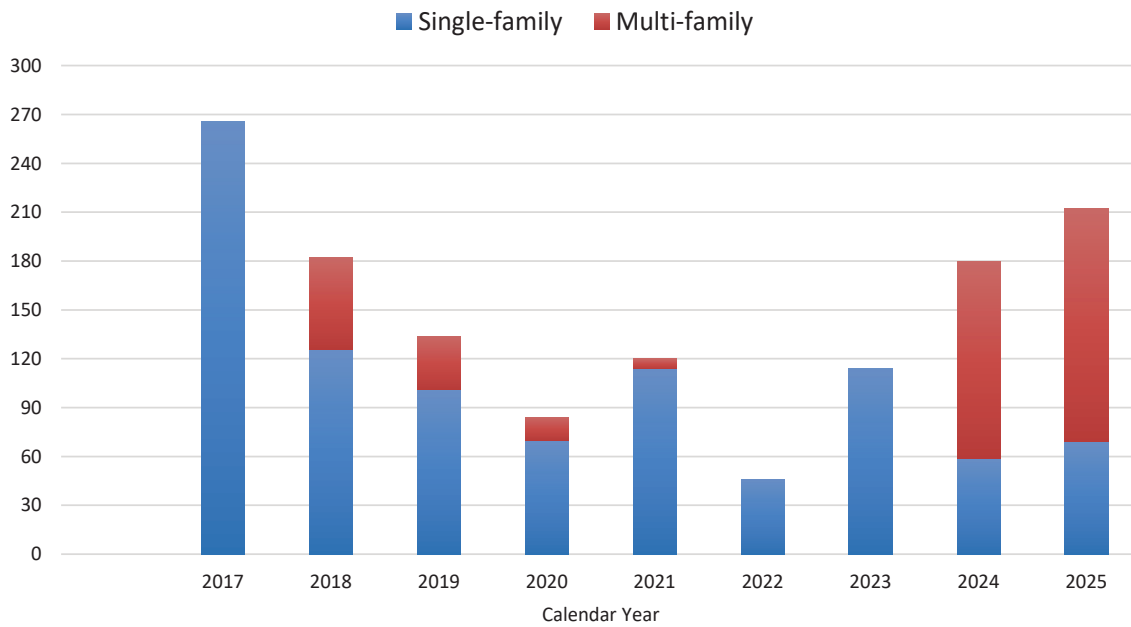
**BUDGET HIGHLIGHTS**

*Personnel Services*

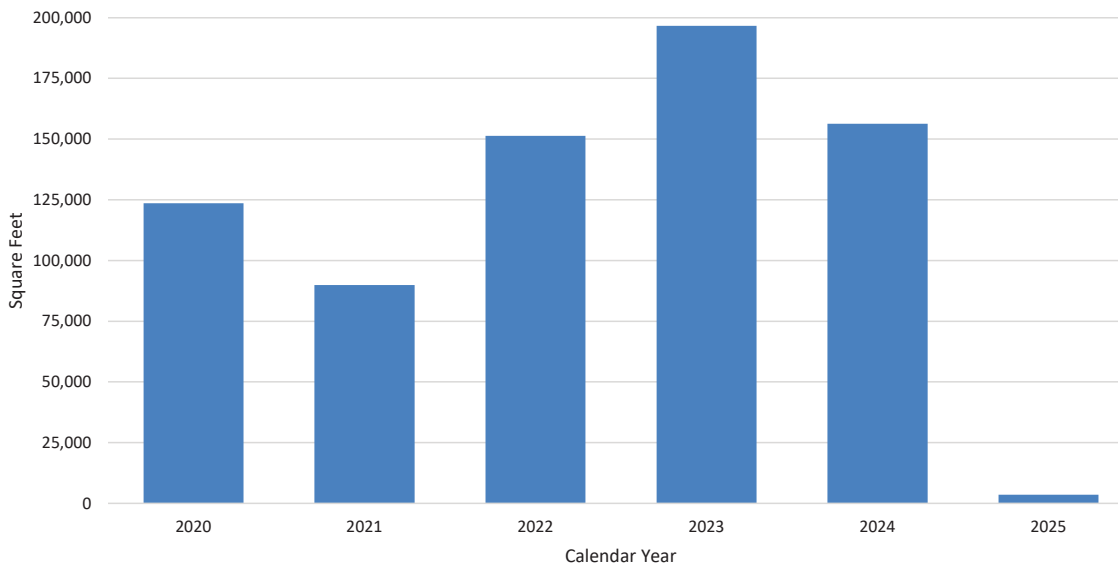
- Personnel Services reflects a prior year vacancy for the Community Development Director position, which is anticipated to be filled in Spring 2026.

PERFORMANCE MEASUREMENTS

Number of New Housing Starts



Commercial/Industrial Square Footage  
Approved by the Development Review Board (DRB)



**PERFORMANCE MEASUREMENTS OUTCOME**

Housing starts (both single-family and multi-family) coupled with commercial and industrial square footage approved by the Development Review Board (DRB) in a calendar year are two important metrics that speak to the general amount of development permit activity and associated revenue that the Community Development Department (Planning and Engineering) experiences in a year. Housing starts have slightly increased while DRB approval of new projects yielding new square footage, was significantly down in 2025.

To elaborate, single-family housing starts are up slightly from 2024 (59 to 69 in 2025). Frog Pond West continues to be where all the activity is occurring. Several new subdivisions are just coming online that will result in a steady number of homes being built in the community in 2026. In addition, Frog Pond East has had interest from developers in moving forward with land use approvals.

There was one multi-family project that began construction in 2024, the Vuela, a 121-unit affordable housing project at SMART Central. Temporary Occupancy was granted just before the end of 2025 and as of this writing, residential tenants are beginning to move in. Villebois Village Center has three new multi-family buildings totaling 143 units that were issued just before the close of 2025 and are now starting construction. This is the last of the remaining parcels to develop in Villebois.

Moving into 2026, interest in Town Center and adjacent properties could result in additional multi-family applications including one that has been reviewed and approved on the Shari’s site. This project is to move forward in 2026, first with demolition and site preparation, and in 2027 with vertical construction.

The industrial market has been very strong for the past several years but has recently cooled down to a small degree. Industrial development activity in the Greater Portland region is driven largely by land availability and readiness—two areas of focus for the department.

Several significant projects wrapped up receiving final inspections and occupancy approvals in 2025 including the new Frog Pond School, Precision Countertops HQ, City County Insurance Services HQ (CIS), Vuela 121-unit affordable housing at SMART, and a new bus wash for SMART.

The Lamborghini dealership in north Wilsonville along I-5, and Delta Logistics warehouse expansion in Coffee Creek, are two significant commercial projects that are actively under construction and are likely to be completed in 2026.

Economic Development staff is supporting the Planning Division in 2026 on a multi-faceted project that kicked off in 2025—Wilsonville Industrial Land Readiness. The project prepares the Basalt Creek Industrial Area for development, as well as positions the City’s existing employment lands for greater success. The project has several components including an Economic Opportunities Analysis and accompanying Economic Development Strategy.

Overall, general development activity is steady and looks to be that way for the next year. The level of pre-development activity, which could yield new projects, is very strong and could gain momentum if interest rates are further reduced and macroeconomic conditions continue to settle. This will likely result in continued investment in the Wilsonville community. Wilsonville’s development trends typically follow the state and the nation generally. The planning work being done now positions the City well for future success, as conditions beyond city limits allow.



The Engineering Division is responsible for planning and implementation of public infrastructure improvements that expand and rehabilitate facilities to increase capacity, improve efficiency and/or extend the useful service life to provide high-quality service to the Wilsonville community. Public infrastructure includes transportation (roads, sidewalks, bike lanes, bike paths, signals, and signage), water, sewer, stormwater conveyance and treatment facilities. In addition, Engineering helps to maintain and promote a healthy environment by identifying and protecting our natural resources including streams, wetlands and natural areas and ensuring stormwater is managed in an environmentally sensitive way consistent with State and Federal permits and requirements.

Development Engineering efforts focus on working closely with customers as well as the Planning and Building Divisions to define the public infrastructure improvements necessary to serve commercial, industrial and residential projects. Development Engineering duties include construction plan review, construction oversight and inspection services. Capital Projects Engineering efforts focus on replacing worn out, obsolete infrastructure, as well as expanding and extending infrastructure to serve new development. Capital Projects Engineering duties include infrastructure planning, management of design consultants, public engagement, construction management, and project oversight.

In 2025, the City Council developed specific Council goals and strategies for the 2025-27 biennium. Below are those Council goals and strategies as they apply to this Program Area.

## DEPARTMENT GOALS

### Financial Health

- Complete an update to the Water Distribution System Master Plan to identify needs and prioritize projects necessary to serve the City for the next twenty years
- Begin the Wastewater Collection System Master Plan update to identify sewer collection system needs over the next 20-year planning horizon
- Enter into an Intergovernmental Agreement with the Oregon Department of Transportation to secure the \$6,000,000 in grant funding from the 2024 Oregon Community Paths Program for the Boeckman Creek Regional Trail Boardwalk project
- Continue to assess available grant and low interest/forgivable loan programs to help offset the cost of infrastructure projects on community members

### Public Safety

- Begin construction of the Miley Road stormwater outfall to address localized flooding impacts
- Complete construction of the Brown Road Improvements project, enhancing safety by slowing vehicle speeds and enhancing bike and pedestrian facilities
- Finish design of the Stafford Road Improvements project, adding bike and pedestrian facilities and intersection safety enhancements
- Complete the 2026 Transportation Performance Monitoring Report, assessing performance of the Wilsonville transportation network and identifying needed safety improvements

### Parks

- Continue the partnership with Friends of Trees to restore natural areas of the community
- Complete the Frog Pond Neighborhood Park and open for use by community members
- Begin construction of the Boeckman Creek Interceptor and Trail project

### Communications + Engagement

- Finalize a preferred design alternative for the French Prairie Road pathway project with the Charbonneau community
- Coordinate with the Wilsonville communications team to continue implementing public engagement best practices and enhancing community participation in public infrastructure planning, design, and construction
- Publish and distribute the

Wilsonville Field Guide, which reveals the rich biodiversity, natural heritage and cultural history of Wilsonville for residents and visitors

Position	Full Time Equivalent Positions			
	Budget 2023-24	Budget 2024-25	Budget 2025-26	Budget 2026-27
City Engineer	1.00	1.00	1.00	1.00
Engineering Manager	2.00	2.00	2.00	2.00
Engineers	4.00	4.00	4.00	4.00
Engineering Inspector	2.00	2.00	2.00	2.00
Engineering Technician	1.00	1.00	1.00	1.00
Administrative Assistant III	1.00	1.00	1.00	1.00
Natural Resources Manager	1.00	1.00	1.00	1.00
Environmental Specialist	1.00	1.00	1.00	1.00
Intern	0.50	0.50	0.50	0.50
	<b>13.50</b>	<b>13.50</b>	<b>13.50</b>	<b>13.50</b>

<b>Operating Summary</b>	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
<b>Personnel Services</b>						
Salaries and wages	\$ 1,197,369	\$ 1,347,046	\$ 1,514,920	\$ 1,573,120	\$ 1,573,120	\$ 1,573,120
Employee benefits	665,769	792,469	965,280	1,014,160	1,014,160	1,014,160
<b>Total</b>	<b>1,863,138</b>	<b>2,139,515</b>	<b>2,480,200</b>	<b>2,587,280</b>	<b>2,587,280</b>	<b>2,587,280</b>
<b>Materials and Services</b>						
Supplies	16,202	9,114	21,900	16,500	16,500	16,500
Prof and tech services	224,277	161,031	290,000	245,500	245,500	245,500
Utility services	5,525	5,937	6,810	7,080	7,080	7,080
Fleet services	18,024	18,636	20,280	21,504	21,504	21,504
Repairs & maintenance	12,224	9,142	15,500	15,500	15,500	15,500
Insurance	3,903	4,785	5,200	5,450	5,450	5,450
Community service programs	2,656	3,217	5,000	5,000	5,000	5,000
Employee development	13,341	16,341	21,500	21,500	21,500	21,500
Fees, dues, advertising	3,951	5,440	6,500	6,500	6,500	6,500
<b>Total</b>	<b>300,103</b>	<b>233,643</b>	<b>392,690</b>	<b>344,534</b>	<b>344,534</b>	<b>344,534</b>
<b>Total Department</b>	<b>\$ 2,163,241</b>	<b>\$ 2,373,158</b>	<b>\$ 2,872,890</b>	<b>\$ 2,931,814</b>	<b>\$ 2,931,814</b>	<b>\$ 2,931,814</b>
<b>Resources Summary</b>						
Urban renewal charges	\$ 247,296	\$ 59,792	\$ 231,600	\$ 296,600	\$ 296,600	\$ 296,600
CD Fund	1,915,945	2,313,366	2,641,290	2,635,214	2,635,214	2,635,214
<b>Total</b>	<b>\$ 2,163,241</b>	<b>\$ 2,373,158</b>	<b>\$ 2,872,890</b>	<b>\$ 2,931,814</b>	<b>\$ 2,931,814</b>	<b>\$ 2,931,814</b>

**BUDGET HIGHLIGHTS**

**Materials and Services**

- Supplies is decreasing due to computer software moving to Professional and technical services.
- Professional and technical services is decreasing as the professional consulting services related to a Department of Environmental Quality (DEQ) required 5-year update to the City’s National Pollutant Discharge Elimination System (NPDES) Permit will be completed this fiscal year.

**Resources Summary**

- The Community Development Overhead varies annually based on Urban Renewal Capital Improvement Program (CIP) projects that advance through design and construction. The Urban Renewal Charges for this fiscal year are related to construction work with Brown Road Improvements and continued design work for the Day Road Sewer Extension project.

**PERFORMANCE MEASUREMENTS OUTCOME**

The Engineering Division issues permits, reviews plans, and performs inspections for public infrastructure improvements, including water, wastewater, storm drainage and treatment, and transportation for compliance with Wilsonville’s design and construction standards. Permits include Public Works for construction of public infrastructure as part of private development projects, Public Utility for franchise utilities working with the public right-of-way, and Public Right-of-Way for work within the public right-of-way not associated with a franchise utility (i.e. sidewalk repairs, sewer lateral repairs).

In addition, the Engineering Division issues permits, reviews plans and performs inspections for compliance with erosion prevention and sediment control requirements set forth by Wilsonville’s National Pollutant Discharge Elimination System (NPDES) permit. Measurement of all permit activity is as follows:

<i>Permit Type</i>	<b>Actual 2022-23</b>	<b>Actual 2023-24</b>	<b>Actual 2024-25</b>	<b>Estimate 2025-26</b>	<b>Forecast 2026-27</b>
Public Works	5	9	8	7	5
Public Utility	90	159	166	100	100
Right-of-Way	20	15	28	25	20
Erosion Control*	90	92	83	80	80

*\*For reporting requirements, starting in FY2022-23, single family residential projects are issued a separate erosion control permit*



Construction of public infrastructure (streets and stormwater facilities) for the Frog Pond Ridgecrest neighborhood on January 22, 2026.

The Engineering Division oversees construction of public infrastructure that occurs both as part of private development and through the capital improvement program. The following is a summary of public infrastructure construction activities complete during each fiscal year.

<i>Infrastructure Type</i>	<b>Actual 2022-23</b>	<b>Actual 2023-24</b>	<b>Actual 2024-25</b>	<b>Estimate 2025-26</b>	<b>Forecast 2026-27</b>
<b>Water Pipe</b>					
New (feet)	13,860	9,777	3,666	7,913	2,483
Repair & Replace (feet)	-	-	1,531	1,290	1,338
<b>Wastewater Pipe</b>					
New (feet)	11,488	5,944	2,298	4,177	1,797
Repair & Replace (feet)	-	239	325	166	0
<b>Storm Drainage Pipe</b>					
New (feet)	12,883	7,863	2,900	4,574	4,636
Repair & Replace (feet)	-	-	228	1,146	1,006
<b>Stormwater Management Facilities - New</b>					
Capital Construction (No.)	20	-	-	16	29
Private Development (No.)	52	79	14	51	43
<b>Roadway - New **</b>					
Capital Construction (Lane Feet)	6,453	-	-	700	-
Private Development (Lane Feet)	17,508	13,428	2,742	2,578	4,730
<b>Street Rehabilitation</b>					
Capital Construction (Lane Feet)	13,496	9,210	217,008***	197,762***	118,436
Private Development (Lane Feet)	-	-	1,326	1,787	-
<b>ADA Curb Ramps</b>					
Capital Construction - New (No.)	11	-	1	35	22
Capital Construction - Repair & Replace (No.)	27	20	1	14	51
Private Development - New (No.)	101	77	13	14	64
<b>Bike Facilities</b>					
New (Lane Feet)	6,250	1,333	-	7,449	3,373
Enhanced (Lane Feet)****	8,036	5,694	-	-	-

Notable Projects to be Completed in 2025-26 Not Represented in the Table Above

    Willamette River Water Treatment Plant 20 MGD Expansion

    Westside Level B Reservoir

    Frog Pond West Neighborhood Park

\*\* Roadway - New includes both extension of new roads and urban upgrade of existing rural roadways.

\*\*\* Street Rehabilitation includes crack seal and slurry seal treatment.

\*\*\*\* Bike Facilities - Enhanced includes both buffered and protected bike lanes, including conversion of existing bike lanes and installation of new.

# Community Development

# building inspections

The Building Inspections Division is responsible for reviewing plans, issuing permits and inspecting building construction to ensure compliance with the State of Oregon Specialty Codes and Fire Life Safety Codes. The Specialty Codes include Building, Residential, Fire, Plumbing, Mechanical, Energy Efficiency, and Solar Codes, in addition to other State of Oregon administrative Rules and Statutes. The Division also enforces pertinent requirements of the City of Wilsonville Code. The Building Division is managed by the Building Official and is comprised of Plans Examiners, Building Inspectors, Permit Technicians and support staff. All Building Division staff are certified in their respective disciplines by the International Code Council (ICC) and State of Oregon.

In 2025, the City Council developed specific Council goals and strategies for the 2025-27 biennium. Below are those Council goals and strategies as they apply to this Program Area.

## DEPARTMENT GOALS

### *Financial Health*

- Optimize electronic plan review, online permitting, and inspection scheduling to reduce staff time per permit
- Review permits to ensure full cost recovery while remaining equitable
- Continue to use permit volume trends to improve revenue projections and staffing needs
- Cross-train staff to reduce overtime and improve coverage during peak permit seasons

### *Public Safety*

- Maintain a strong building code program to ensure compliance with today’s modern building construction codes which ensures a built environment that is disaster resilient
- Ensure staff have access to current technical training and resources
- Provide the community with safe, accessible, and energy efficient buildings through a timely and predictable approval process

### *Parks*

- Participate early in Parks project design to avoid costly redesigns and inspection delays

### *Communication + Engagement*

- Engage the community through communications and outreach opportunities to promote the importance of building safety
- Maintain the online dashboard for permit status tracking
- Expand online FAQs or checklist for common projects

Position	Full Time Equivalent Positions			
	Budget 2023-24	Budget 2024-25	Budget 2025-26	Budget 2026-27
Building Official	1.00	1.00	1.00	1.00
Inspector/Examiner	4.00	3.00	4.00	4.00
On-Call Inspector	0.60	0.60	0.60	0.60
Permit Technician	2.00	2.00	2.00	2.00
Intern	0.20	0.20	0.20	0.20
	<b>7.80</b>	<b>6.80</b>	<b>7.80</b>	<b>7.80</b>

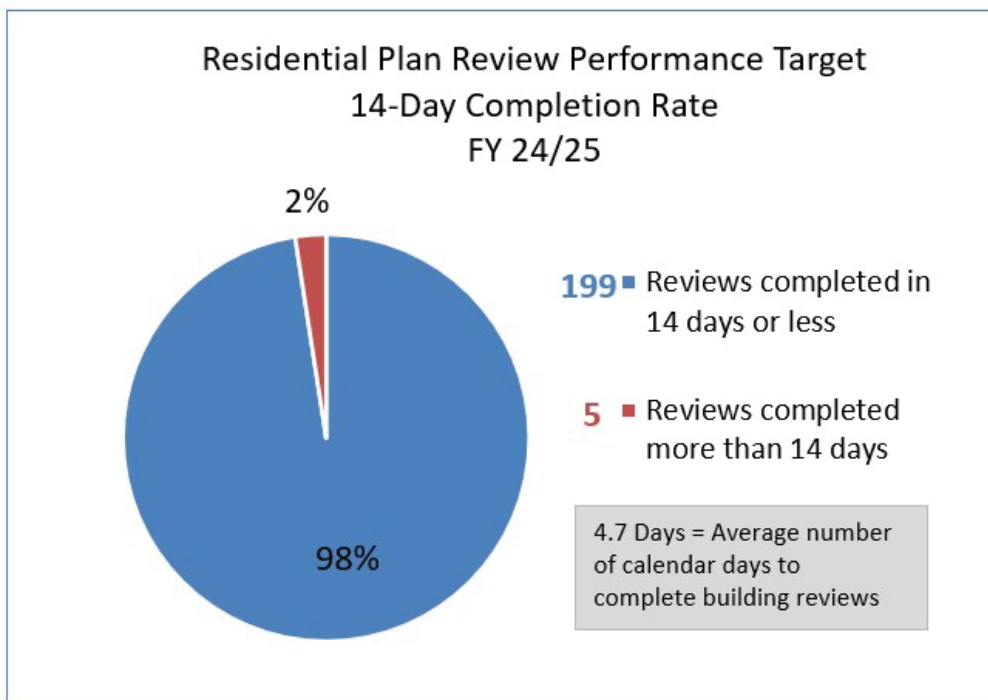
<b>Operating Summary</b>	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
<b>Personnel Services</b>						
Salaries and wages	\$ 584,840	\$ 614,608	\$ 737,270	\$ 746,690	\$ 746,690	\$ 746,690
Employee benefits	322,678	338,857	411,250	440,280	440,280	440,280
<b>Total</b>	<b>907,518</b>	<b>953,465</b>	<b>1,148,520</b>	<b>1,186,970</b>	<b>1,186,970</b>	<b>1,186,970</b>
<b>Materials and Services</b>						
Supplies	16,940	8,276	17,500	17,500	17,500	17,500
Prof and tech services	91,382	117,186	157,850	163,210	163,210	163,210
Utility services	2,727	2,516	3,900	3,510	3,510	3,510
Fleet services	18,024	18,636	20,280	21,504	21,504	21,504
Insurance	2,627	3,221	4,000	4,300	4,300	4,300
Employee development	16,920	17,359	25,375	25,375	25,375	25,375
Fees, dues, advertising	1,389	3,773	1,950	1,950	1,950	1,950
Misc. services & supplies	5,184	3,656	12,300	10,460	10,460	10,460
<b>Total</b>	<b>155,193</b>	<b>174,623</b>	<b>243,155</b>	<b>247,809</b>	<b>247,809</b>	<b>247,809</b>
<b>Total Department</b>	<b>\$ 1,062,711</b>	<b>\$ 1,128,088</b>	<b>\$ 1,391,675</b>	<b>\$ 1,434,779</b>	<b>\$ 1,434,779</b>	<b>\$ 1,434,779</b>
<b>Resources Summary</b>						
	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
Building Inspection Fund	\$ 1,062,711	\$ 1,128,088	\$ 1,391,675	\$ 1,434,779	\$ 1,434,779	\$ 1,434,779
<b>Total</b>	<b>\$ 1,062,711</b>	<b>\$ 1,128,088</b>	<b>\$ 1,391,675</b>	<b>\$ 1,434,779</b>	<b>\$ 1,434,779</b>	<b>\$ 1,434,779</b>

**BUDGET HIGHLIGHTS**

This operating budget maintains the status quo, with no significant changes.

**PERFORMANCE MEASUREMENTS**

Strategy	Measure	Actual 2022-23	Actual 2023-24	Actual 2024-25	Estimate 2025-26	Forecast 2026-27
	Average number of business days to complete review for residential development permits	5.8	5.5	4.7	6	6
In a timely manner, meet the needs of citizens and the development community in the land use review process	Total number of residential reviews (new, remodels, additions, re-reviews)	314	174	204	175	185
	Number of residential reviews that hit 14-day performance target	288	165	199	158	166
	Percentage of residential reviews meeting 14-Day performance target	91.7%	94.8%	98%	90%	90%



**PERFORMANCE MEASUREMENTS OUTCOME**

**Residential Development permits: Average calendar days to complete review**

- Measure definition: This measure tracks the average number of days it takes to complete a building plan review for residential construction as derived from the total number of plan reviews completed. It also provides a measure of success in achieving the 14-day residential plan review performance target.
- Evaluation of results: While the building division has traditionally tracked projects individually, this is a new measure introduced in 2024 that is intended to track the overall performance of residential reviews. In the perfect world, 100% of all residential plan reviews would be completed within 14 days or less. However, the plan review process is complex and is subject to a wide range of dynamics that influence the overall success. Some of these influences include staffing shortages, complexity of projects, completeness of submittals, timing of fee increases, code changes, homeowner submittals vs design professional submittals, other department review timelines, and others. With all the varying factors, the target success rate should be 90%, and the division should be hitting the performance target with an average overall turnaround of roughly 14 days.
- Current year performance and trends: The building division currently performs better than these targets with a 4.7-day average turnaround time and meets the 14-day target 98% of the time. These trends are expected to continue as residential development in general has slowed and is expected to remain slow in the coming FY.



Building staff inspecting the plumbing at the new Vuela building.



The Planning Division helps City decision makers determine the kind of community they want Wilsonville to be and charts the course to make that vision a reality. The Planning Division is responsible for the City’s land use policies and regulations, including the Comprehensive Plan, Master Plans, and the Development Code.

Current Planning efforts focus on working closely with customers seeking to develop commercial, industrial and residential projects. Current Planning duties include all aspects of development coordination, site plan review, construction oversight, and inspection services. Long-range Planning projects focus on engaging citizens as well as local, regional, and state agencies to prepare plans for future development of the community. This encompasses the City’s Comprehensive Plan as well as system-wide (e.g. the City’s Transportation System Plan) and area-specific (e.g. Frog Pond East and South) Master Plans. Long-range Planning duties also include coordination with Metro on regional issues such as Urban Growth Boundary (UGB) expansions and Regional Transportation Plan (RTP) updates and the State’s Department of Land Conservation and Development on Statewide Land Use Planning Goals and legislative changes that affect planning. Staff facilitate legislative amendments to the Comprehensive Plan and Development Code to achieve both local goals as well as compliance with regional and state law.

In 2025, the City Council developed specific Council goals and strategies for the 2025-27 biennium. Below are those Council goals and strategies as they apply to this Program Area.

## DEPARTMENT GOALS

### *Financial Health*

- Review development projects in the Coffee Creek Urban Renewal District, Frog Pond, and other areas in the City
- Adopt a new Economic Opportunity Analysis and Economic Development Strategy for the City
- Establish zoning and infrastructure funding solutions for the Basalt Creek Planning Area
- Update residential development review process to comply with state law and update the fee schedule accordingly

### *Public Safety*

- Participate on the interdisciplinary team’s efforts in response to the Mediterranean Oak Borer and related treatment and preservation actions to sustain the City’s Oregon White Oaks
- Provide support to the Climate Action Plan
- Support and manage natural resource and tree preservation policies through coordination and permit review

### *Parks*

- Complete the Frog Pond Neighborhood Park and open for use by community members
- Ensure neighborhood parks associated with development applications are provided consistent with adopted policies

### *Communications + Engagement*

- Continue and enhance focus on engaging historically unrepresented groups in planning-related decision making, following the Wilsonville Framework for Inclusive Engagement
- Continue to use a variety of technology and tools to engage the community in planning-related decision making, coordinating with the Wilsonville communications team
- Provide information to support the Council’s discussions with community members about the Town Center Plan

Position	Full Time Equivalent Positions			
	Budget 2023-24	Budget 2024-25	Budget 2025-26	Budget 2026-27
Planning Director	1.00	1.00	1.00	1.00
Planning Manager	1.00	1.00	1.00	0.00
Planners	4.00	4.00	3.50	4.00
Administrative Assistant	1.60	1.60	1.60	1.60
	<b>7.60</b>	<b>7.60</b>	<b>7.10</b>	<b>6.60</b>

<b>Operating Summary</b>	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
<b>Personnel Services</b>						
Salaries and wages	\$ 728,362	\$ 768,072	\$ 771,050	\$ 702,520	\$ 702,520	\$ 702,520
Employee benefits	373,597	407,145	443,350	415,360	415,360	415,360
<b>Total</b>	<b>1,101,959</b>	<b>1,175,217</b>	<b>1,214,400</b>	<b>1,117,880</b>	<b>1,117,880</b>	<b>1,117,880</b>
<b>Materials and Services</b>						
Supplies	9,257	6,738	9,900	11,900	11,900	11,900
Prof and tech services	56,745	110,065	347,000	321,000	321,000	321,000
Utility services	1,426	1,441	1,780	1,850	1,850	1,850
Employee development	3,599	6,186	8,650	9,075	9,075	9,075
Fees, dues, advertising	8,498	5,492	10,200	10,200	10,200	10,200
<b>Total</b>	<b>79,525</b>	<b>129,922</b>	<b>377,530</b>	<b>354,025</b>	<b>354,025</b>	<b>354,025</b>
<b>Total Department</b>	<b>\$ 1,181,484</b>	<b>\$ 1,305,139</b>	<b>\$ 1,591,930</b>	<b>\$ 1,471,905</b>	<b>\$ 1,471,905</b>	<b>\$ 1,471,905</b>
<b>Resources Summary</b>						
Urban renewal charges	\$ 44,416	\$ 13,200	\$ 6,600	\$ 6,600	\$ 6,600	\$ 6,600
CD Fund	1,137,068	1,291,939	1,585,330	1,465,305	1,465,305	1,465,305
<b>Total</b>	<b>\$ 1,181,484</b>	<b>\$ 1,305,139</b>	<b>\$ 1,591,930</b>	<b>\$ 1,471,905</b>	<b>\$ 1,471,905</b>	<b>\$ 1,471,905</b>

**BUDGET HIGHLIGHTS**

**Personnel Services**

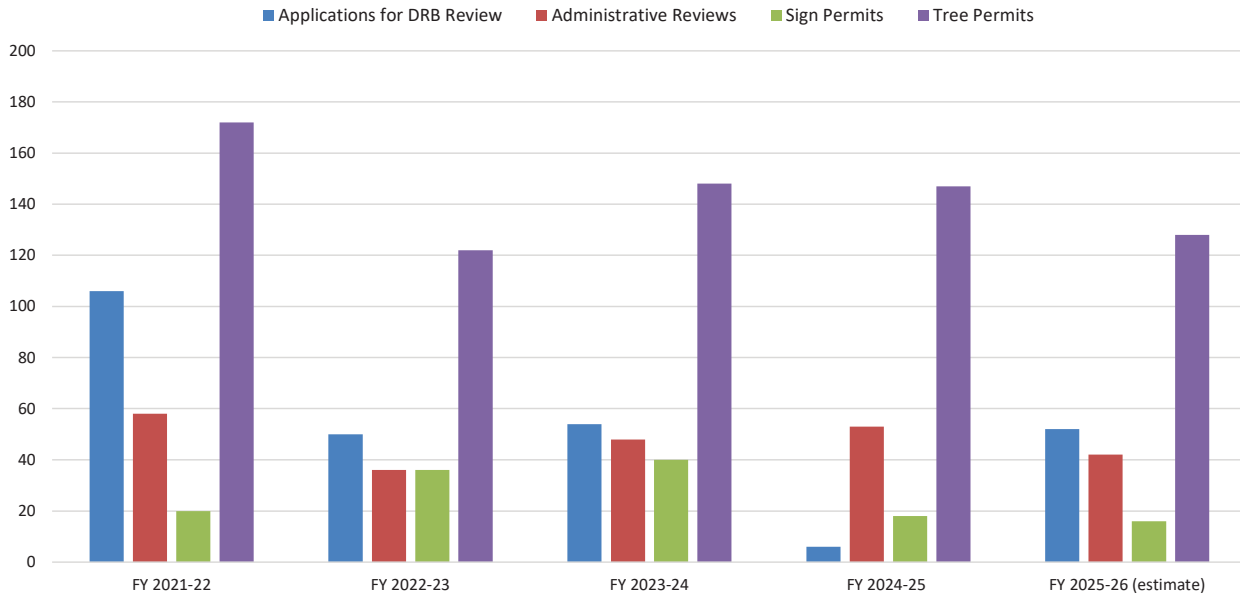
- Personnel services reflects the reduction of a Planner position, following a retirement, and the Planning Manager position recast as a Senior Planner.

**Materials and Services**

- Reduction in professional and technical services is reflective of existing projects, including those with smaller budgets, less grant revenue, and projects nearing completion.

PERFORMANCE MEASUREMENTS

Number of Planning Development Applications per Fiscal Year by Type



\*Numbers reflect the number of applications received during the fiscal year, not the number approved.



Planning staff engaging with community members at Wilsonville’s Party in the Park!

## PERFORMANCE MEASUREMENTS OUTCOME

The Planning Division's work program focuses on engaging the community on important discussions, ensuring development complies with City plans and policies, and overall ensuring the long-term health and success of the community. The Planning Division collaborates with other divisions and departments to guide the built environment and preserve and enhance the natural environment to maintain the quality of life for all residents and promote a robust economy. The list below includes examples of significant outcomes from the Planning Division's 2025-2026 work program.

- Development application review in Frog Pond East and South.
- Facilitated the construction and occupancy of Vuela, an affordable housing project at the SMART Transit Center site.
- Adopted the City's Housing Needs and Capacity Analysis and Housing Production Strategy.
- Adopted new residential development review processes to comply with new State housing law.
- Developed a draft Master Plan and zoning regulations for the Basalt Creek Industrial Area, including the West Railroad subdistrict.
- Adopted a citywide Economic Opportunities Analysis and Economic Development Strategy.
- Reviewed house plans for 66 permitted homes, consistent with the City's adopted plans and policies (Calendar Year 2025).
- Processed around 200 administrative actions including minor changes to existing development, sign permits, wireless communication facilities, and tree permits to ensure compliance with approved plans, designs, and policies.
- Used Let's Talk, Wilsonville! to inform nearly 2,000 community members about important planning projects and actively engage around 260 in online engagement activities.
- Participated in statewide housing policymaking including Oregon Housing Needs Analysis (OHNA) rulemaking, the Governor's Housing Production Advisory Council, and housing related legislation during the 2026 session.

In the last five years, the Planning Division has successfully obtained a total of \$1,148,700 in grant funds from Metro and the State, particularly the Department of Land Conservation and Development (DLCD) and Business Oregon, to fund long-range planning projects and outreach. This increase in revenue has been substantial and enabled staff to further important objectives of the City Council.

- 2021: \$196,265: Frog Pond East and South (Metro), Middle Housing in Wilsonville Project (DLCD/Metro), Latinx Outreach (Metro)
- FY 2022-2023: \$329,935: Frog Pond East and South (Metro/DLCD), Latinx Outreach (Metro)
- FY 2023-2024: \$131,500: Frog Pond East and South (DLCD), Housing Our Future Phase 1 (DLCD)
- FY 2024-2025: \$331,000: Frog Pond East and South (Metro), Basalt Creek Industrial Readiness (Business Oregon/Metro), Citywide Industrial Land Readiness (Metro), Housing Our Future (DLCD), Parking Reform (DLCD)
- FY 2025-2026: \$160,000: Housing Statutory Compliance Project (DLCD), Basalt Creek Industrial Readiness (Metro)

The Planning Division anticipates continued support by Metro and the State with anticipated grant revenue as follows:

- FY 2026-2027: \$60,000: Housing Statutory Compliance Project (DLCD)
- FY 2027-2028: \$TBD Citywide Transportation System Plan Update / Climate-Friendly and Equitable Communities (CFEC) Compliance (Metro/DLCD/ODOT)

Public Works Administration provides leadership, overall management, administrative support and planning for the operations and maintenance of City infrastructure and properties, while ensuring a safe and productive workplace. Administration also oversees the emergency preparedness program through coordination, planning, equipment, training, and exercises. Public Works Administration promotes citizen awareness of services provided by the Public Works Department and integrates sustainable practices into the Department’s various programs and procedures.

Services provided by the Public Works Department include operations, maintenance and oversight of Facilities, Roads, Street Lighting, Water Distribution System, Water Treatment Plant, Wastewater Collections System, Wastewater Treatment Plant and Stormwater System along with the Industrial Pretreatment Program.

In 2025, the City Council developed specific Council goals and strategies for the 2025-27 biennium. Below are those Council goals and strategies as they apply to this Program Area.

**DEPARTMENT GOALS**

**Financial Health**

- Incorporate sustainable practices into maintenance and operations processes
- Utilize public-private-partnership with Jacobs for the operations and maintenance of the Wastewater Treatment Plant and with Veolia North America for the operations and maintenance of the Willamette River Water Treatment Plant
- Implement strategic energy management projects in city facilities

**Public Safety**

- Use Integrated Pest Management program to reduce, monitor, and report on the use of potential toxins by the city
- Connect the community (residents and businesses) with emergency response resources and educational materials to improve individuals’ response planning
- Provide emergency management training and exercises for staff
- Implement seismic upgrades to the police building, if grant received

**Communications + Engagement**

- Organize an Emergency Preparedness Fair for community members
- Publish emergency preparedness messages in the Boones Ferry Messenger

	<b>Full Time Equivalent Positions</b>			
	Budget 2023-24	Budget 2024-25	Budget 2025-26	Budget 2026-27
Public Works Director	1.00	1.00	1.00	1.00
Public Works Operations Manager	1.00	1.00	1.00	1.00
Asset Management Analyst	1.00	1.00	1.00	1.00
Program Coordinator	1.00	1.00	1.00	1.00
Intern	0.50	0.50	0.50	0.50
	<b>4.50</b>	<b>4.50</b>	<b>4.50</b>	<b>4.50</b>

<b>Operating Summary</b>	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
<b>Personnel Services</b>						
Salaries and wages	\$ 442,580	\$ 474,495	\$ 526,270	\$ 548,080	\$ 548,080	\$ 548,080
Employee benefits	206,329	215,405	280,190	295,070	295,070	295,070
<b>Total</b>	<b>648,909</b>	<b>689,900</b>	<b>806,460</b>	<b>843,150</b>	<b>843,150</b>	<b>843,150</b>
<b>Materials and Services</b>						
Supplies	41,216	11,133	91,600	39,050	39,050	39,050
Prof and tech services	50,595	36,340	130,100	175,190	175,190	175,190
Utility services	50,647	51,015	110,160	130,890	130,890	130,890
Fleet services	9,000	9,324	10,140	10,860	10,860	10,860
Insurance	13,521	13,927	16,450	16,550	16,550	16,550
Employee development	7,792	11,226	12,000	12,400	12,400	12,400
Fees, dues, advertising	597	640	1,400	1,400	1,400	1,400
<b>Total</b>	<b>173,368</b>	<b>133,605</b>	<b>371,850</b>	<b>386,340</b>	<b>386,340</b>	<b>386,340</b>
<b>Total Department</b>	<b>\$ 822,277</b>	<b>\$ 823,505</b>	<b>\$ 1,178,310</b>	<b>\$ 1,229,490</b>	<b>\$ 1,229,490</b>	<b>\$ 1,229,490</b>
<b>Resources Summary</b>						
	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
Interfund charges	\$ 543,881	\$ 621,426	\$ 868,018	\$ 806,748	\$ 806,748	\$ 806,748
General Fund	278,396	202,079	310,292	422,742	422,742	422,742
<b>Total</b>	<b>\$ 278,396</b>	<b>\$ 202,079</b>	<b>\$ 310,292</b>	<b>\$ 422,742</b>	<b>\$ 422,742</b>	<b>\$ 422,742</b>

**BUDGET HIGHLIGHTS**

**Materials and Services**

- Funds were reallocated from Supplies and added to Professional and technical services to better align with the anticipated cost expenditures for this program.
- Utility services increased due to an adjustment of the calculation used to determine Stormwater fees for the Public Works Facility.

**PERFORMANCE MEASUREMENTS**

<i>Strategy</i>	<i>Measure</i>	<b>Actual 2022-23</b>	<b>Actual 2023-24</b>	<b>Actual 2024-25</b>	<b>Estimate 2025-26</b>	<b>Forecast 2026-27</b>
<i>Goal: Prepare City staff to address various types of emergencies</i>						
Participate in at least one emergency management plan or training each year	Exercise held	Wilsonville Community Preparedness Campaign	Natural Hazard Mitigation Plan	Emergency Operations Plan Update	EOP Table Top Exercise	Functional Emergency Exercise
Participate in the Oregon Shakeout event each October	Event held	Oct. 20	Oct. 19	Oct. 17	Oct. 16	Oct. 15
Have the City respond to at least one "real" or simulated emergency each year	Live disaster event	Inclement weather	Mediterranean Oak Bore	Inclement weather	Heavy Rains, Potential Flooding	TBD

**PERFORMANCE MEASUREMENTS OUTCOME**

Staff will have the knowledge, skills, and experience to respond effectively to small and large disaster events.



Unofficial mascot Bill Wilson welcomes guests to the 3rd annual Emergency Preparedness Fair.



The Facilities Maintenance Section provides professional maintenance and cleaning services to City buildings and grounds. Buildings receiving these services include City Hall, Public Works, Police, Community Center, Library, SMART/Fleet, SMART Central, Parks & Recreation Operations, and Parks & Recreation Administration. Other facilities receiving maintenance services include well houses, pump buildings, Parks’ buildings, park shelters, and the indoor public spaces at the Willamette River Water Treatment Plant. Facilities Maintenance uses in-house janitorial staff to provide safe, clean and welcoming facilities

In 2025, the City Council developed specific Council goals and strategies for the 2025-27 biennium. Below are those Council goals and strategies as they apply to this Program Area.

**DEPARTMENT GOALS**

**Financial Health**

- Implement Strategic Energy Management strategies in city buildings for cost and energy savings
- Convert Compact Fluorescent Lights (CFL) and fluorescent tube light bulbs into more efficient Light Emitting Diode (LED) lights in City buildings
- Explore new technology and system design when implementing the Heating, Ventilating, Air Conditioning (HVAC) end-of-life replacement program to optimize energy savings and system resiliency

**Public Safety**

- Reduce, monitor, and report on the use of regulated chemicals by the City by implementing the Integrated Pest Management Plan
- Use green products and chemicals, where applicable
- Comply with State and Federal requirements for Life and Safety Inspections
- Perform regular safety and Americans with Disabilities Act (ADA) compliance inspections of buildings and grounds
- Assure City emergency systems are tested and serviced as recommended

**Communications + Engagement**

- Support Bulky Waste Day and Hazardous Waste Collection Day
- Work cohesively with the city’s DEI committee by providing guidance and implementation of committee suggestions

Position	Full Time Equivalent Positions			
	Budget 2023-24	Budget 2024-25	Budget 2025-26	Budget 2026-27
Facilities Supervisor	1.00	1.00	1.00	1.00
Facilities Maintenance Technician	2.00	2.00	2.00	2.00
Facilities Maintenance Specialist	3.00	3.00	3.00	3.00
Facilities Maintenance Worker	1.00	1.00	1.00	1.00
Lead Janitor	1.00	1.00	1.00	1.00
Janitor	3.00	4.00	4.00	4.00
Seasonal Maintenance Specialist	0.75	0.75	0.75	0.75
	<b>11.75</b>	<b>12.75</b>	<b>12.75</b>	<b>12.75</b>

<b>Operating Summary</b>	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
<b>Personnel Services</b>						
Salaries and wages	\$ 649,555	\$ 840,019	\$ 916,040	\$ 962,470	\$ 962,470	\$ 962,470
Employee benefits	392,040	516,710	626,270	663,960	663,960	663,960
<b>Total</b>	<b>1,041,595</b>	<b>1,356,729</b>	<b>1,542,310</b>	<b>1,626,430</b>	<b>1,626,430</b>	<b>1,626,430</b>
<b>Materials and Services</b>						
Supplies	121,898	103,124	117,160	132,160	132,160	132,160
Prof and tech services	73,596	139,574	149,900	182,818	182,818	182,818
Utility services	12,362	17,094	18,260	20,860	20,860	20,860
Fleet services	45,672	46,572	50,700	53,748	53,748	53,748
Repairs & maintenance	312,113	387,419	406,464	406,327	406,327	406,327
Rents and leases	3,101	2,472	4,200	4,200	4,200	4,200
Insurance	4,598	5,637	6,200	6,600	6,600	6,600
Employee development	18,214	9,451	18,450	19,700	19,700	19,700
Fees, dues, advertising	745	1,323	1,650	1,650	1,650	1,650
<b>Total</b>	<b>592,299</b>	<b>712,666</b>	<b>772,984</b>	<b>828,063</b>	<b>828,063</b>	<b>828,063</b>
<b>Capital Outlay</b>						
Machinery & equipment	-	12,479	-	-	-	-
Vehicles	53,505	40,264	-	-	-	-
<b>Total</b>	<b>53,505</b>	<b>52,743</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Department</b>	<b>\$ 1,687,399</b>	<b>\$ 2,122,138</b>	<b>\$ 2,315,294</b>	<b>\$ 2,454,493</b>	<b>\$ 2,454,493</b>	<b>\$ 2,454,493</b>
<b>Resources Summary</b>						
	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
Interfund charges	\$ 367,117	\$ 645,645	\$ 834,159	\$ 859,062	\$ 859,062	\$ 859,062
General Fund	1,320,282	1,476,493	1,481,135	1,595,431	2,454,493	2,454,493
<b>Total</b>	<b>\$ 1,687,399</b>	<b>\$ 2,122,138</b>	<b>\$ 2,315,294</b>	<b>\$ 2,454,493</b>	<b>\$ 3,313,555</b>	<b>\$ 3,313,555</b>

**BUDGET HIGHLIGHTS**

**Materials and Services**

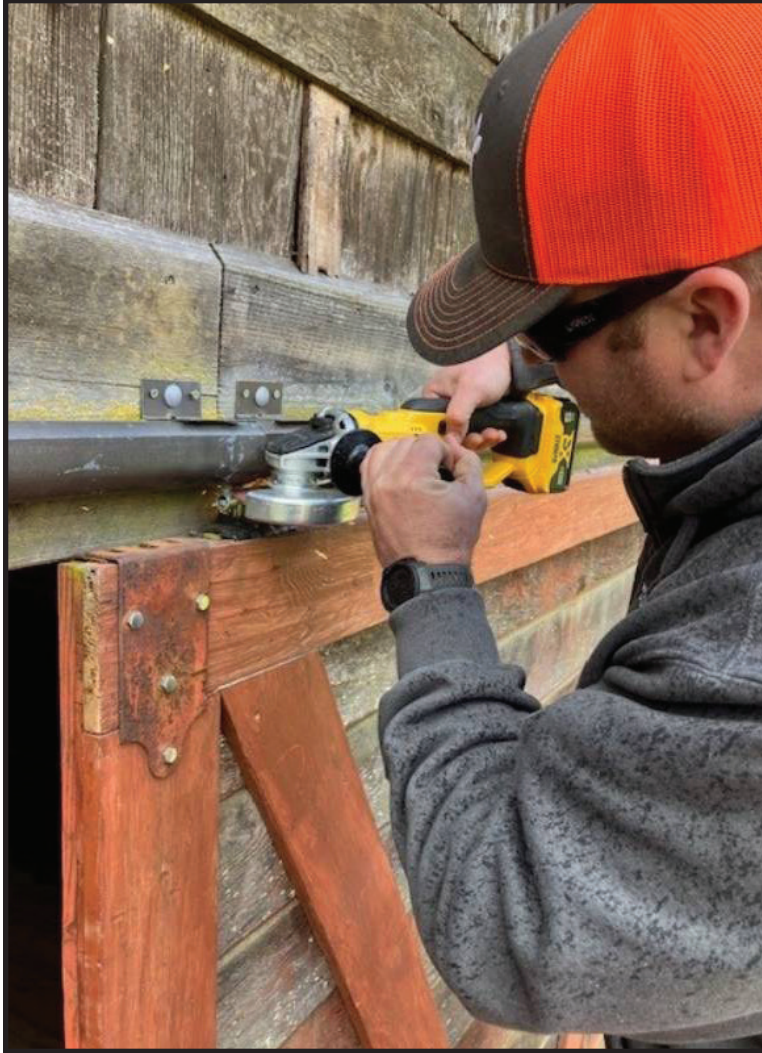
- Professional and technical services reflects an increase for maintenance and cleaning associated with the new SMART Customer Service Center and for the acquisition of a new Facility Maintenance software to increase overall efficiency and planning of maintenance.

**PERFORMANCE MEASUREMENTS**

<i>Strategy</i>	<i>Measure</i>	<b>Actual 2022-23</b>	<b>Actual 2023-24</b>	<b>Actual 2024-25</b>	<b>Estimate 2025-26</b>	<b>Forecast 2026-27</b>
<b><i>Goal: Comply with State and Federal requirements for Life and Safety Inspections</i></b>						
Perform monthly inspections of all fire extinguishers, AED's and exit signs for all City facilities	Percentage completion of task orders	100%	100%	100%	100%	100%
<b><i>Goal: Provide clean and sanitized buildings for the Public and City employees</i></b>						
Complete daily janitorial tasks to nine of the City's primary facilities	Percentage completion of 27 task orders	84%	87%	98%	98%	98%
<b><i>Goal: Complete all scheduled maintenance tasks on City assets to maintain functionality and level of service</i></b>						
Complete Facilities Maintenance Scheduled Maintenance	Percentage completion of all scheduled maintenance task orders	N/A	55%	51%	50%	50%
<b><i>Goal: Complete all scheduled grounds maintenance tasks on City property to maintain level of service</i></b>						
Complete Facilities Grounds Scheduled Maintenance	Percentage completion of all scheduled maintenance task orders	N/A	N/A	97%	90%	90%

**PERFORMANCE MEASUREMENTS OUTCOME**

To help ensure the safety, health, and well-being of employees and citizens.



Facilities staff performing annual maintenance to keep the Stein-Boozier Barn ready for events.



The Roads Division provides maintenance services to the City’s multi-modal transportation system. This includes 185 lane miles of roadway, 6 miles of Americans with Disabilities Act (ADA) compliant sidewalks, curb ramps, 43 miles of bike lanes and pedestrian pathways, over 5200 signs, 25 signals, and over 27 acres of right-of-way landscaped areas. Maintenance is performed by City staff in coordination with contracted services. The City’s transportation system is fundamental in supporting the quality of life and economic prosperity enjoyed by residents, businesses, and visitors.

The Roads program is involved in various efforts associated with public rights-of-way, such as; maintenance of guardrails, pavement markings, bikeways, and pedestrian pathways; maintenance of city-owned street trees, landscaped medians and roadway landscapes; providing support to community groups which volunteer their services to the Adopt-A-Road Program; plowing, sanding and deicing streets during inclement weather; graffiti removal on public assets within the right of way; oversight of repair to traffic signaling devices; providing litter control and vegetation control along roadways; installation and maintenance of street signs, traffic signs, pavement markings, and providing oversight of street sweeping contractor.

In 2025, the City Council developed specific Council goals and strategies for the 2025-27 biennium. Below are those Council goals and strategies as they apply to this Program Area.

**DEPARTMENT GOALS**

**Financial Health**

- Promote cost savings and efficiency through contracted services
- Operate a robust internal operations and maintenance program that addresses current and long-term transportation assets
- Prioritize asset preservation through maintenance programs such as: Regulatory signage production and installation, road surface repair, pavement marking repair and installation, rights-of-way landscape and tree canopy maintenance

**Public Safety**

- Enhance public safety through the maintenance of road surfaces and signage via a first responder approach that quickly corrects damaged signs, roadway and pathway surfaces, pavement markings on roadways and crosswalks, and removes unwanted right-of-way impediments like down trees and debris
- Ensure public safety through a 24/7/365 employee staffed standby program that responds to all roadway hazards quickly and efficiently

**Communications + Engagement**

- Engage community volunteerism through the Adopt-A Road program
- Communicate and address roadway issues through the citizen request module

Position	Full Time Equivalent Positions			
	Budget 2023-24	Budget 2024-25	Budget 2025-26	Budget 2026-27
Roads Supervisor	0.60	0.60	0.60	0.60
Roads Maintenance Lead	0.60	0.60	0.60	0.60
Roads Maintenance Specialist	1.00	1.60	1.60	1.00
Roads Maintenance Worker	1.00	1.00	1.00	1.60
Seasonal Maintenance Specialist	1.00	1.00	1.00	1.00
	<b>4.20</b>	<b>4.80</b>	<b>4.80</b>	<b>4.80</b>

<b>Operating Summary</b>	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
<b>Personnel Services</b>						
Salaries and wages	\$ 256,063	\$ 288,542	\$ 364,560	\$ 362,790	\$ 362,790	\$ 362,790
Employee benefits	156,931	160,681	243,560	239,590	239,590	239,590
<b>Total</b>	<b>412,994</b>	<b>449,223</b>	<b>608,120</b>	<b>602,380</b>	<b>602,380</b>	<b>602,380</b>
<b>Materials and Services</b>						
Supplies	34,111	25,624	25,350	25,350	25,350	25,350
Prof and tech services	50,011	34,695	42,500	42,700	42,700	42,700
Utility services	181,910	173,542	218,890	236,890	236,890	236,890
Fleet services	47,892	49,092	51,504	54,600	54,600	54,600
Repairs & maintenance	359,875	460,110	433,000	445,000	445,000	445,000
Rents and leases	3,460	1,033	4,000	4,000	4,000	4,000
Insurance	4,870	6,015	7,300	7,800	7,800	7,800
Employee development	4,048	4,518	6,350	7,900	7,900	7,900
Fees, dues, advertising	199	338	1,000	1,000	1,000	1,000
<b>Total</b>	<b>686,376</b>	<b>754,967</b>	<b>789,894</b>	<b>825,240</b>	<b>825,240</b>	<b>825,240</b>
<b>Capital Outlay</b>						
Machinery & equipment	-	307,648	44,850	-	-	-
<b>Total Department</b>	<b>\$ 1,099,370</b>	<b>\$ 1,511,838</b>	<b>\$ 1,442,864</b>	<b>\$ 1,427,620</b>	<b>\$ 1,427,620</b>	<b>\$ 1,427,620</b>
<b>Resources Summary</b>						
Road Operating Fund	\$ 1,099,370	\$ 1,511,838	\$ 1,442,864	\$ 1,427,620	\$ 1,427,620	\$ 1,427,620
<b>Total</b>	<b>\$ 1,099,370</b>	<b>\$ 1,511,838</b>	<b>\$ 1,442,864</b>	<b>\$ 1,427,620</b>	<b>\$ 1,427,620</b>	<b>\$ 1,427,620</b>

**BUDGET HIGHLIGHTS**

**Materials and Services**

- Repairs and maintenance reflects an increase due to vendor cost associated with maintenance of additional landscaped areas, as well as for the Charbonneau Tree Preservation Program.
- Employee Development reflects an increase in cost to maintain technical and professional certifications for this program.

**PERFORMANCE MEASUREMENTS**

<i>Strategy</i>	<i>Measure</i>	<b>Actual 2022-23</b>	<b>Actual 2023-24</b>	<b>Actual 2024-25</b>	<b>Estimate 2025-26</b>	<b>Forecast 2026-27</b>	
<b>Goal: Conduct programmed preventative maintenance to City roadway and associate assets</b>							
	Repair/replace 200 street signs	% complete	57%	78%	165%	100%	100%
	Repair/Replace 50 Pavement Markings	% complete	4%	70%	40%	100%	100%
	Conduct 2000 roadway maintenance tasks	% complete	65%	56%	34%	60%	50%

**PERFORMANCE MEASUREMENTS OUTCOME**

Safe and efficient operation and maintenance of Wilsonville’s transportation system provides a safe, resilient, healthy, connected, and aesthetically pleasing community while protecting the City’s investment in critical transportation infrastructure.

The performance measurements shown above for annual maintenance programs reflect one aspect of the multi-faceted work program managed by the Roads Division. Annual maintenance programs such as pavement markings, long line striping, pavement repair, signage replacement, signals, and signs programs are all designed to meet or exceed best industry practices and industry standards.

The infrastructure task-tracking table below shows that the amount of demand for service for public infrastructure continues to grow each year, consistent with residential growth, infill, and redevelopment.

**ANNUAL MAINTENANCE TASKS**

<i>Strategy</i>	<i>Measure</i>	<b>Actual 2022-23</b>	<b>Actual 2023-24</b>	<b>Actual 2024-25</b>	<b>Estimate 2025-26</b>	<b>Forecast 2026-27</b>
Tree Maintenance Task	each	52	112	118	170	100
Street Signs Task	each	2,027	5,564	3,143	3,000	3,000
Road Maintenance Task	each	1,297	1,128	686	1,000	1,000
All Task	each	3,432	8,479	2,986	2,500	2,500
Street Striping	lineal feet	71,605	No Contract Striping	49,667	28,000	28,000



Roads staff clearing City maintained streets to keep Wilsonville moving when trees take a tumble.



The Street Lighting program provides routine inspection of streetlights, coordination of repairs, and addresses citizens' concerns with Portland General Electric (PGE) to ensure adequate illumination within the public rights-of-way.

The City is in the process of converting streetlights around the community from High-Pressure Sodium (HPS) or Mercury Vapor (MV) streetlights to Light Emitting Diode (LED). To date, the City has completed the first four phases of the conversion project with a total of 4,547 lights converted over to LED. The final phase will begin in the fall of 2026 converting the remaining 331 non-LED streetlights within the City.

In 2025, the City Council developed specific Council goals and strategies for the 2025-27 biennium. Below are those Council goals and strategies as they apply to this Program Area.

## DEPARTMENT GOALS

### *Financial Health*

- Use of energy efficient LED lights
- Contract with Portland General Electric for streetlight maintenance

### *Public Safety*

- Provide adequate lighting of roadways and sidewalks
- Perform prompt repairs of street lighting in public rights-of-way



Contracted service provider PGE maintains City streetlights.

<b>Operating Summary</b>	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
Materials and Services						
Utility services	\$ 240,219	\$ 243,711	\$ 335,290	\$ 285,000	\$ 285,000	\$ 285,000
Repairs & maintenance	63,087	45,514	32,000	62,000	62,000	62,000
<b>Total Department</b>	<b>\$ 303,306</b>	<b>\$ 289,225</b>	<b>\$ 367,290</b>	<b>\$ 347,000</b>	<b>\$ 347,000</b>	<b>\$ 347,000</b>

<b>Resources Summary</b>	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
Street Lighting Fund	\$ 303,306	\$ 289,225	\$ 367,290	\$ 347,000	\$ 347,000	\$ 347,000
<b>Total</b>	<b>\$ 303,306</b>	<b>\$ 289,225</b>	<b>\$ 367,290</b>	<b>\$ 347,000</b>	<b>\$ 347,000</b>	<b>\$ 347,000</b>

**BUDGET HIGHLIGHTS**

***Personnel Services***

- There are no positions funded for this program. Work is contracted out to PGE, with the exception of a monthly streetlight inspection performed by City Staff estimated to take a total of 8 hours per month.

***Materials and Services***

- Repairs and maintenance cost reflects an increase to account for the increased service cost for damaged or non-functioning light poles.

The Water Distribution Program delivers safe drinking water at sufficient volume and pressure to meet the needs of the entire City. The Willamette River Water Treatment Plant produces high quality drinking water which is pumped through the City’s distribution system to the City’s water storage reservoirs and ultimately to the utility customers. The reservoirs are operated and maintained to provide optimum water quality, adequate fire flow, and reserve storage.

Water demand is made up of residential, commercial, and industrial accounts as well as City owned parks, facilities, and streetscapes. Treated water is also pumped through the distribution system network and sold wholesale to the City of Sherwood.

Annual maintenance programs implemented by the Water Distribution Program such as valve actuation, hydrant maintenance, meter replacements and flushing main lines are all designed to meet or exceed best industry practices and industry standards.

In 2025, the City Council developed specific Council goals and strategies for the 2025-27 biennium. Below are those Council goals and strategies as they apply to this Program Area.

**DEPARTMENT GOALS**

**Financial Health**

- Provide efficient operation and maintenance of the water distribution system

**Public Safety**

- Respond 24 hours a day, 7 days a week to water line breaks, damaged hydrants, broken meters and service line leaks
- Assure the safety of the water distribution system by complying with all State and Federal regulatory requirements
- Protect public health by preventing potential cross connections through an active Backflow Prevention Program
- Comply with all Oregon Department of Human Resources – Drinking Water Program conditions and requirement
- Maintain 8 groundwater wells and chlorination systems to provide an emergency potable water supply
- Ensure adequate storage and water pressure for fire protection via operations and maintenance of distribution system

Position	Full Time Equivalent Positions			
	Budget 2023-24	Budget 2024-25	Budget 2025-26	Budget 2026-27
Utilities Supervisor	0.70	0.70	0.70	0.70
Lead Maintenance Specialist	1.00	0.00	0.00	0.00
Water Distribution Technician	3.00	4.00	4.00	4.00
Utility Maintenance Specialist	0.33	0.33	0.33	0.33
Intern	0.50	0.50	0.50	0.50
	5.53	5.53	5.53	5.53

<b>Operating Summary</b>	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
<b>Personnel Services</b>						
Salaries and wages	\$ 301,170	\$ 275,174	\$ 468,620	\$ 483,970	\$ 483,970	\$ 483,970
Employee benefits	181,981	153,473	285,030	297,040	297,040	297,040
<b>Total</b>	<b>483,151</b>	<b>428,647</b>	<b>753,650</b>	<b>781,010</b>	<b>781,010</b>	<b>781,010</b>
<b>Materials and Services</b>						
Supplies	171,830	64,385	145,640	125,400	125,400	125,400
Prof and tech services	159,429	194,657	167,600	191,600	191,600	191,600
Utility services	88,319	95,489	103,030	106,600	106,600	106,600
Fleet services	32,484	32,976	35,892	38,052	38,052	38,052
Repairs & maintenance	30,154	51,819	68,600	68,000	68,000	68,000
Insurance	20,210	25,353	28,250	31,300	31,300	31,300
Employee development	2,525	2,628	6,000	7,800	7,800	7,800
Fees, dues, advertising	20,475	38,636	34,000	30,000	30,000	30,000
Franchise fees	345,447	340,976	345,000	345,000	345,000	345,000
Misc. services & supplies	126,837	126,118	182,400	191,520	191,520	191,520
<b>Total</b>	<b>997,710</b>	<b>973,037</b>	<b>1,116,412</b>	<b>1,135,272</b>	<b>1,135,272</b>	<b>1,135,272</b>
<b>Capital Outlay</b>						
Machinery & equipment	-	49,486	44,850	-	-	-
<b>Total Department</b>	<b>\$ 1,480,861</b>	<b>\$ 1,451,170</b>	<b>\$ 1,914,912</b>	<b>\$ 1,916,282</b>	<b>\$ 1,916,282</b>	<b>\$ 1,916,282</b>
<b>Resources Summary</b>						
	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
Water Operating Fund	\$ 1,480,861	\$ 1,451,170	\$ 1,914,912	\$ 1,916,282	\$ 1,916,282	\$ 1,916,282
<b>Total</b>	<b>\$ 1,480,861</b>	<b>\$ 1,451,170</b>	<b>\$ 1,914,912</b>	<b>\$ 1,916,282</b>	<b>\$ 1,916,282</b>	<b>\$ 1,916,282</b>

**BUDGET HIGHLIGHTS**

**Materials and Services**

- Professional and technical services reflects an increase to accommodate increased software renewal cost.
- Employee development reflects an increase in cost to maintain technical and professional certifications for this program.
- The reductions in Supplies and Fees, dues and advertising are to offset the increase to employee development.

**PERFORMANCE MEASUREMENTS**

Strategy	Measure	Actual 2022-23	Actual 2023-24	Actual 2024-25	Estimate 2025-26	Forecast 2026-27
<b>Goal: To protect public health by providing safe drinking water through a well-maintained water distribution system.</b>						
Compliance rate for all permitted backflow protection devices (Goal 90%)	Percent Compliance	94%	92%	86%	90%	92%
Fire Hydrant Inspections (Goal 30%) <i>(FY 21&amp;22 goal was 20%)</i>	Percent of all hydrants inspected	33%	26%	35%	35%	35%
Replace 250 residential water meters annually	Percent of Goal	103%	86%	86%	85%	85%
Exercise Water Valves (Goal 30%)	% of all valves exercised	34%	5%	3%	30%	30%

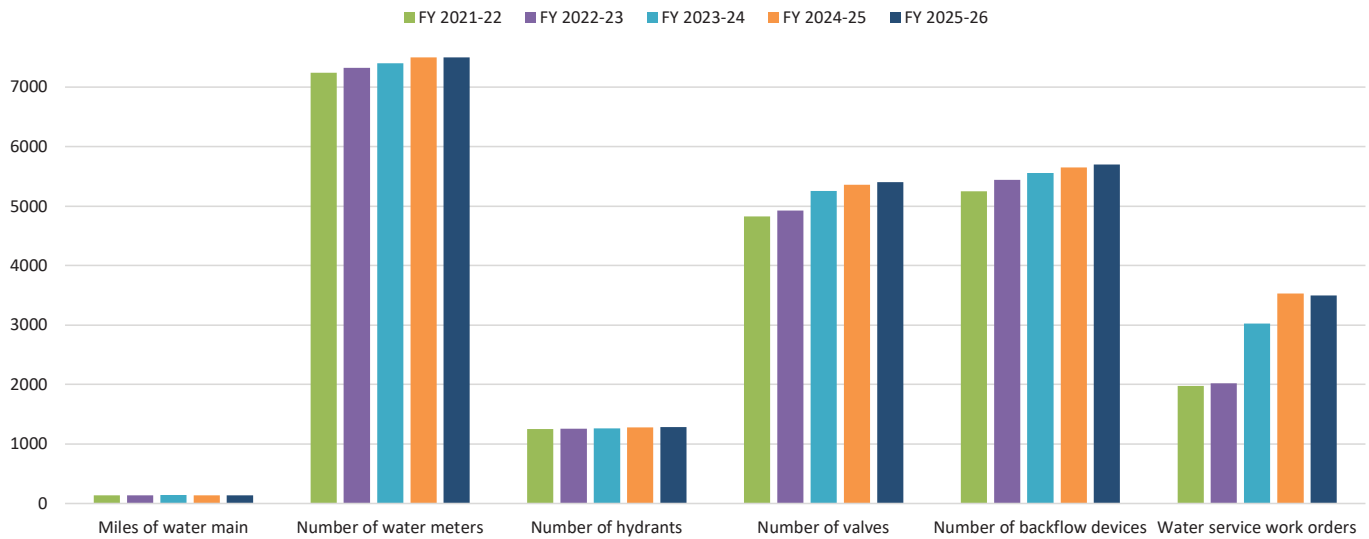
**PERFORMANCE MEASUREMENTS OUTCOME**

A well-maintained water distribution system is an integral part of business vitality and residential growth and livability. Properly operating and maintaining Wilsonville’s water distribution system ensures a safe, healthy and aesthetically pleasing community while protecting the City’s investment in critical water supply infrastructure.

Many of the benchmarks the program has been developed from specific recommendations found in the 2012 Water System Master Plan and the 2023 Water Management and Conservation Plan.

The infrastructure tracking table shows that the amount of public infrastructure continues to grow each year, consistent with residential growth, infill, and redevelopment.

Water Distribution Infrastructure





A large pressure reducing valve is serviced to prepare to bring the new Westside reservoir online.



# Public Works

# water treatment plant

The Willamette River Water Treatment Plant (WRWTP) provides safe and resilient drinking water to Wilsonville’s citizens that meets or exceeds drinking water standards. The Plant is operated by Veolia North America under contract with the City and Tualatin Valley Water District (TVWD), with the City being the managing owner. Up to 13.3 million gallons per day of water can be delivered to City of Wilsonville customers.

In 2025, the City Council developed specific Council goals and strategies for the 2025-27 biennium. Below are those Council goals and strategies as they apply to this Program Area.

## DEPARTMENT GOALS

### *Financial Health*

- Provide efficient operation and maintenance of the Willamette River Water Treatment Plant through Public-Private-Partnership

### *Public Safety*

- Ensure adequate, safe, and high-quality drinking water
- Comply with all Oregon Department of Human Resources – Drinking Water Program conditions and requirements
- Supply safe and reliable drinking water to City of Sherwood

### *Communications + Engagement*

- Participate in the Regional Water Provider Consortium
- Engage with members of the Willamette Water Intake Facility (WIF) Commission

### Contracted Employees: Full Time Equivalent Positions

Position	Budget 2023-24	Budget 2024-25	Budget 2025-26	Budget 2026-27
Plant Manager	1.00	1.00	1.00	1.00
Assistant Plant Manager	1.00	1.00	1.00	1.00
Maintenance Lead	1.00	1.00	1.00	1.00
Automation/Process Control Tech	1.00	1.00	1.00	1.00
Water Treatment Tech	5.00	5.00	5.00	5.00
Administrative Assistant	0.50	0.50	0.50	0.50
	9.50	9.50	9.50	9.50

<b>Operating Summary</b>	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
Materials and Services						
Supplies	\$ 333,616	\$ 773,703	\$ 517,320	\$ 1,001,536	\$ 1,001,536	\$ 1,001,536
Prof and tech services	1,931,638	1,899,094	2,353,321	4,099,584	4,099,584	4,099,584
Utility services	596,030	674,577	859,680	930,325	930,325	930,325
Repairs & maintenance	279,277	267,653	369,054	365,744	365,744	365,744
Insurance	44,140	55,677	62,150	69,650	69,650	69,650
Fees, dues, advertising	5,634	6,571	7,274	7,452	7,452	7,452
<b>Total</b>	<b>3,190,335</b>	<b>3,677,275</b>	<b>4,168,799</b>	<b>6,474,291</b>	<b>6,474,291</b>	<b>6,474,291</b>
Capital Outlay						
Machinery & equipment	437,770	133,357	2,159,643	848,644	848,644	848,644
<b>Total Department</b>	<b>\$ 3,628,105</b>	<b>\$ 3,810,632</b>	<b>\$ 6,328,442</b>	<b>\$ 7,322,935</b>	<b>\$ 7,322,935</b>	<b>\$ 7,322,935</b>

<b>Resources Summary</b>	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
Water Operating Fund	\$ 3,628,105	\$ 3,810,632	\$ 6,328,442	\$ 7,322,935	\$ 7,322,935	\$ 7,322,935
<b>Total</b>	<b>\$ 3,628,105</b>	<b>\$ 3,810,632</b>	<b>\$ 6,328,442</b>	<b>\$ 7,322,935</b>	<b>\$ 7,322,935</b>	<b>\$ 7,322,935</b>

**BUDGET HIGHLIGHTS**

**Personnel Services**

- Because the Water Treatment Plant is operated under contract, the budget does not contain a Personnel Services category. The employees who operate the plant are employed by Veolia North America.
- Per the contract with Veolia for operations and maintenance of the Water Treatment Plant, the operating costs are adjusted each year per a combination of the Consumer Price Index and Employee Cost Index.

**Materials and Services**

- Supplies reflect an increase for the replacement of granular activated carbon filters (GAC) #3 & #4 which occurs approximately every four to five years for each filter set.
- Professional and technical services reflects a one-time cost of \$1.5 million to hire an owners’ representative and legal counsel to support the solicitation of a vendor for a 20-year contract for the operations and maintenance of the water treatment plant. Costs will be shared proportionally with the City of Sherwood.

**Capital Outlay**

- Machinery and equipment include costs to replace chemical dosing control panel; rebuild the supervisory control and data acquisition (SCADA) program control; upgrade the original fiber optic network; replace dissolved oxygen sensor; replace filter valves actuators for backwash and air scour processes; remove the non-functioning wheelchair lifts (phase 1); replace the rusted metal doors on the filter gallery and chemical bay; and upgraded air units for the chemical bay (phase 1).

**PERFORMANCE MEASUREMENTS**

<i>Strategy</i>	<i>Measure</i>	Actual 2022-23	Actual 2023-24	Actual 2024-25	Estimate 2025-26	Forecast 2026-27
<i>Goal: Assure drinking water provided by the Willamette River Water Treatment Plant is safe, reliable and meets or exceeds drinking water standards.</i>						
Contract with Veolia Water Company to conduct microbial, chemical and physical monitoring daily, perform preventative maintenance, provide employees with training and tools, implement asset management plans for major equipment maintenance or replacement, submit monthly Water Quality Data Reports, and publish annual Drinking Water Report (aka Consumer Confidence Report)	Months of compliance with Oregon Administrative Rules for Public Water Systems and the 'finished water quality' contract provisions	12	12	12	12	12

**PERFORMANCE MEASUREMENTS OUTCOME**

The Willamette River Water Treatment Plant operates in accordance with established State regulations.



Veolia staff working at the dry polymer.



# Public Works

# wastewater treatment plant

The Wastewater Treatment Plant (WWTP) protects the water quality of the Willamette River and the health of the community by removing pollutants from wastewater. Jacobs under contract with the City operates and maintains the Wastewater Treatment Plant and lift stations.

The City’s Wastewater Treatment Program includes a wastewater treatment plant that is designed to treat on average 4 million gallons per day in dry weather; nine wastewater lift stations; processing bio-solids into Class A product that is beneficially reused in an environmentally sound method; and testing plant influent, effluent, sludge and bio-solids.

Wastewater pipelines are completely separate from the storm water pipelines.

In 2025, the City Council developed specific Council goals and strategies for the 2025-27 biennium. Below are those Council goals and strategies as they apply to this Program Area.

## DEPARTMENT GOALS

### *Financial Health*

- Provide efficient operation and maintenance of the Wastewater Treatment Plant through Public-Private-Partnership

### *Public Safety*

- Treat up to 4 million gallons per day of effluent
- Comply with all National Pollutant Discharge Elimination System (NPDES) conditions and permit limits as set forth and regulated by the Department of Environmental Quality (DEQ)
- Implement a practical bio-solids reuse program

### *Communication + Engagement*

- Participate in the Association of Clean Water Agencies

### Contracted Employees: Full Time Equivalent Positions

Position	Budget 2023-24	Budget 2024-25	Budget 2025-26	Budget 2026-27
Wastewater Manager	1.00	1.00	1.00	1.00
Wastewater Lead Operator	1.00	1.00	1.00	1.00
Wastewater Operator	4.00	4.00	4.00	4.00
Lab Technician	1.00	1.00	1.00	1.00
Intern	1.00	1.00	1.00	1.00
	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>

<b>Operating Summary</b>	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
Materials and Services						
Prof and tech services	\$ 2,630,300	\$ 2,753,537	\$ 3,338,680	\$ 3,174,000	\$ 3,174,000	\$ 3,174,000
Utility services	368,348	382,527	486,000	510,300	510,300	510,300
Repairs & maintenance	-	-	-	70,000	70,000	70,000
Insurance	37,230	46,961	52,750	59,100	59,100	59,100
Fees, dues, advertising	-	-	-	1,500	1,500	1,500
<b>Total</b>	<b>3,035,878</b>	<b>3,183,025</b>	<b>3,877,430</b>	<b>3,814,900</b>	<b>3,814,900</b>	<b>3,814,900</b>
Capital Outlay						
Machinery & equipment	-	-	70,000	480,000	480,000	480,000
<b>Total Department</b>	<b>\$ 3,035,878</b>	<b>\$ 3,183,025</b>	<b>\$ 3,947,430</b>	<b>\$ 4,294,900</b>	<b>\$ 4,294,900</b>	<b>\$ 4,294,900</b>

<b>Resources Summary</b>	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
Sewer Operating Fund	\$ 3,035,878	\$ 3,183,025	\$ 3,947,430	\$ 4,294,900	\$ 4,294,900	\$ 4,294,900
<b>Total</b>	<b>\$ 3,035,878</b>	<b>\$ 3,183,025</b>	<b>\$ 3,947,430</b>	<b>\$ 4,294,900</b>	<b>\$ 4,294,900</b>	<b>\$ 4,294,900</b>

**BUDGET HIGHLIGHTS**

**Personnel Services**

- Because the Wastewater Treatment Plant (WWTP) is operated under contract, the budget does not contain a Personnel Services category. The employees who operate the plant are employed by Jacobs.
- Per the contract with Jacobs for the Operations and Maintenance of the Wastewater Treatment Plant, the Operating Charge is adjusted each year per a combination of the Consumer Price Index and the Employee Cost Index.

**Materials and Services**

- Professional and technical services reflects a reduction of a one-time cost included in the previous fiscal year that is no longer needed.
- Repairs and maintenance include costs associated with replacing flooring and painting in the administrative building, and other costs previously recorded within professional and technical services.

**Capital Outlay**

- Machinery and equipment include costs to replace the HVAC system in the process gallery that contains the motor control center equipment for the plant; replace the medium voltage cabinet and internal switch gear for the main power feed to the plant.

**PERFORMANCE MEASUREMENTS**

<i>Strategy</i>	<i>Measure</i>	Actual 2022-23	Actual 2023-24	Actual 2024-25	Estimate 2025-26	Forecast 2026-27
<b>Goal: Protect the water quality of the Willamette River and the public health of the community by removing pollutants from wastewater.</b>						
Contract with Jacobs Company to perform preventive maintenance; provide employees with training and tools; implement asset management plans for major equipment maintenance or replacement; perform required sampling and testing; submit monthly Discharge Monitoring Report and annual Inflow and Infiltration and Bio-Solids Management Reports.	Months of compliance with the National Pollutant Discharge Elimination System (NPDES) effluent permit limits	11	11	11	12	12

**PERFORMANCE MEASUREMENTS OUTCOME**

The Wastewater Treatment Plant operates in accordance with established State regulations.



Jacobs staff performing regulatory testing.



## Public Works

## wastewater collection/industrial pretreatment

The Wastewater Collection program protects the water quality of the Willamette River and the health of the community by effectively maintaining and operating the City’s wastewater collection system. The wastewater collection system is completely separate from the stormwater system and transports sanitary waste streams from properties within the City limits to the Wastewater Treatment Plant.

The City maintains approximately 90 miles of public sewer main along with 2,360 manholes. The Utilities Division seeks to clean and inspect 20% of publicly maintained sewer lines each year. Other wastewater collection duties include: maintaining the flushing program for flat sections of the system, tree root removal and treatment, cleaning and repairing manholes and channels, landscaping to maintain off-street manhole access and manhole locations, responding to odor complaints, investigating service lateral concerns and managing the underground video inspection program.

The Industrial Pretreatment program monitors and regulates the discharge of pollutants from industrial sources into the wastewater collections system thereby preventing the transmission of pollutants and contaminations to collections infrastructure, treatment plant, or into the Class A bio-solids.

The Pretreatment Program regulates 11 industries in Wilsonville with discharge permits and administers 13 best management practices agreements with minor industries along with oversight of numerous Fats, Oils and Grease (FOG) reports with minor industrial users, from restaurants, and other companies as appropriate.

Education and outreach are key elements of the Industrial Pretreatment program.

In 2025, the City Council developed specific Council goals and strategies for the 2025-27 biennium. Below are those Council goals and strategies as they apply to this Program Area.

### DEPARTMENT GOALS

#### **Financial Health**

- Provide efficient operation and maintenance of the wastewater collections system
- Utilize technology to proactively track compliance of Fats, Oils and Grease (FOG) program

#### **Public Safety**

- Respond 24 hour a day, 7 days a week, 365 day a year to collection system emergencies
- Achieve regulatory compliance through proactive maintenance, inspection and record keeping consistent with National Pollutant Discharge Elimination System (NPDES) elements and permit limits set by the Oregon Department of Environmental Quality (DEQ)
- Prevent sanitary sewer overflows (SSO’s) through routine maintenance and inspection
- Flush low-slope mainlines regularly to reduce solids buildup and formation of noxious gases
- Investigate all odor complaints

#### **Communications + Engagement**

- Assist commercial and industrial customers in identifying pollution prevention opportunities and strategies

Position	Full Time Equivalent Positions			
	Budget 2023-24	Budget 2024-25	Budget 2025-26	Budget 2026-27
Utilities Supervisor	0.30	0.30	0.30	0.30
Industrial Pretreatment Coordinator	1.00	1.00	1.00	1.00
Utility Maintenance Technician	1.00	1.00	1.00	1.00
Utility Maintenance Specialist	1.33	1.33	1.33	1.33
	<b>3.63</b>	<b>3.63</b>	<b>3.63</b>	<b>3.63</b>

<b>Operating Summary</b>	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
Personnel Services						
Salaries and wages	\$ 256,349	\$ 218,978	\$ 307,060	\$ 309,880	\$ 309,880	\$ 309,880
Employee benefits	156,057	123,936	198,190	203,280	203,280	203,280
Total	412,406	342,914	505,250	513,160	513,160	513,160
Materials and Services						
Supplies	27,355	28,033	27,450	23,400	23,400	23,400
Prof and tech services	62,140	152,498	262,290	327,100	327,100	327,100
Utility services	16,525	15,106	21,260	18,700	18,700	18,700
Fleet services	18,948	19,812	21,552	23,076	23,076	23,076
Repairs & maintenance	13,106	19,828	82,250	80,250	80,250	80,250
Insurance	2,721	3,336	4,300	4,500	4,500	4,500
Employee development	2,527	4,315	7,500	9,000	9,000	9,000
Fees, dues, advertising	623	529	3,150	2,650	2,650	2,650
Franchise fees	311,293	303,181	320,000	350,000	350,000	350,000
Misc. services & supplies	93,531	87,350	102,340	108,490	108,490	108,490
Total	548,769	633,988	852,092	947,166	947,166	947,166
Capital Outlay						
Machinery & equipment	125,509	-	44,850	-	-	-
Total Department	\$ 1,086,684	\$ 976,902	\$ 1,402,192	\$ 1,460,326	\$ 1,460,326	\$ 1,460,326
<b>Resources Summary</b>	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
Sewer Operating Fund	\$ 1,086,684	\$ 976,902	\$ 1,402,192	\$ 1,460,326	\$ 1,460,326	\$ 1,460,326
Total	\$ 1,086,684	\$ 976,902	\$ 1,402,192	\$ 1,460,326	\$ 1,460,326	\$ 1,460,326

## BUDGET HIGHLIGHTS

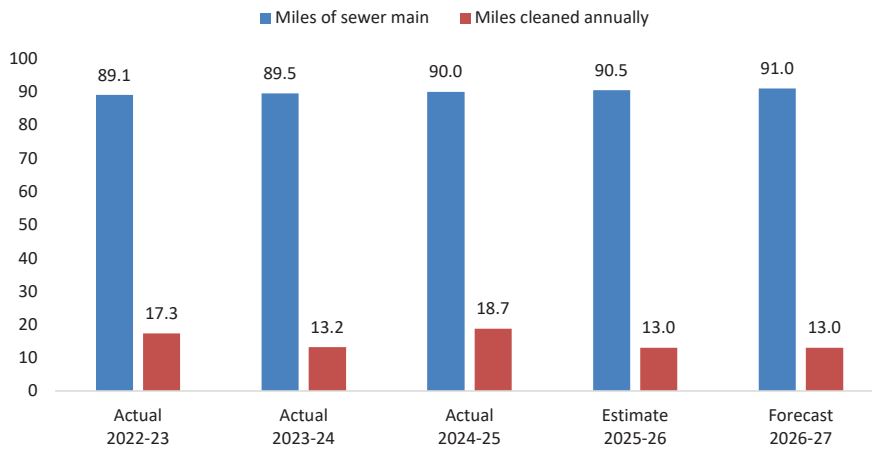
### *Materials and Services*

- Professional and technical services include one-time costs for the development of the Department of Environmental Quality (DEQ) regulatory requirement of a Local Limits Analysis.
- Supplies and Fees, dues, advertising reflect a decrease, to offset the increase to employee development.
- Employee development reflects an increase in costs to maintain technical and professional certifications for these programs.

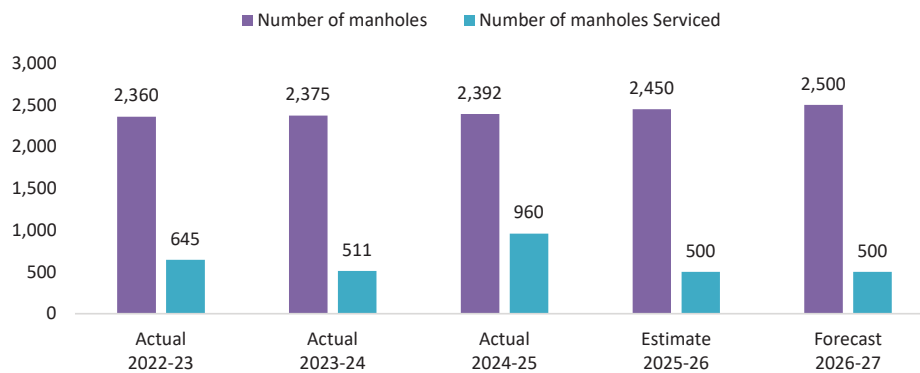
**PERFORMANCE MEASUREMENTS - WASTEWATER COLLECTION**

Strategy	Measure	Actual 2022-23	Actual 2023-24	Actual 2024-25	Estimate 2025-26	Forecast 2026-27
<i>Goal: To protect the water quality of the Willamette River and the public health of the community.</i>						
	Miles of sewer main	89.1	89.5	90.0	90.5	91.0
	Miles cleaned annually	17.3	13.2	18.7	13.0	13.0
Scheduled cleaning of 20% of wastewater lines and manholes in service throughout the city	Percent of lines cleaned	19%	15%	21%	14%	14%
	Number of manholes	2,360	2,375	2,392	2,450	2,500
	Number of manholes Serviced	645	511	960	500	500
	Percent of manholes serviced	27%	22%	40%	20%	20%

Annual Sewer Line Cleaning



Annual Manhole Servicing



**PERFORMANCE MEASUREMENTS OUTCOME**

Regular cleaning of sewer mains and manholes is required to prevent blockage and backups. Along with ensuring trouble free operation and reducing risk, cleaning the conveyance system helps preserve the pipe asset itself. Properly operating and maintaining the City’s wastewater collection system is important to ensure a safe, healthy and aesthetically pleasing community while protecting the environment.

**PERFORMANCE MEASUREMENTS - PRETREATMENT**

<i>Strategy</i>	<i>Measure</i>	<b>Actual 2022-23</b>	<b>Actual 2023-24</b>	<b>Actual 2024-25</b>	<b>Estimate 2025-26</b>	<b>Forecast 2026-27</b>
<b><i>Goal: Protect the environment and the wastewater treatment process through the management of contaminants.</i></b>						
Identify, screen and survey businesses for their potential impacts on the wastewater treatment system	New businesses qualifying for survey per year	5	5	5	5	5
Issue and enforce Discharge Permits to companies requiring specific discharge limits and/or reporting requirements	Permits in effect	9	9	9	11	13
	Number of minor violations	6	1	3	9	6
	Number of major violations	0	0	0	0	0
Issue and enforce Best Management Practices Agreements (BMP)/ Commercial Discharge Permit (CDP) to companies requiring specific discharge limits and/or reporting requirements	BMP/CDP in effect	10	12	13	13	13
	Number of minor violations	6	3	7	8	7
	Number of major violations	0	0	0	1	0
Enforce Fats, Oils, And Grease Program to Food Establishments requiring routine maintenance of grease device equipment	Food Establishments	92	89	89	96	99
	Number of violations	3	0	0	3	10
Inspect 50% per year of Food Establishment grease control devices.	% Inspected	70%	20%	20%	20%	30%

**PERFORMANCE MEASUREMENTS OUTCOME**

The City's Industrial Pretreatment program is operating in accordance with established regulations and performance measures.

The Stormwater Maintenance Program protects roads, property, and the environment, through proactive maintenance of the stormwater conveyance system. The operations and maintenance of the system are multifaceted and involve a variety of tasks and resources. Properly operating and maintaining the City’s stormwater system ensures a compliant, safe, healthy, and aesthetically pleasing community while improving and protecting our local and global environment.

The City’s Stormwater Maintenance Program seeks to maintain a high level of service that includes, removal of runoff debris, mitigation of drainage problems and other issues associated with storm events, inspection and maintenance of 4 surface water detention facilities, 183 water quality structures, 90 miles of stormwater conveyance system, 3.5 miles of low impact development swales, 2 miles of pervious sidewalk, and over 3300 public catch basins, along with the inspection and maintenance of hundreds of pipe inlets and outfalls and responding to hazardous/non-hazardous spills.

In addition to maintaining the various stormwater assets, the Stormwater Division also manages the street sweeping contract to remove surface debris from roadways and parking lots. Street sweeping removes contaminants, preserves the retention capacity of catch basins, and improves overall system performance. Street sweeping also helps to prevent flooding commonly caused by blocked inlets, and preserves the aesthetic quality of our community’s public streets.

In 2025, the City Council developed specific Council goals and strategies for the 2025-27 biennium. Below are those Council goals and strategies as they apply to this Program Area.

**DEPARTMENT GOALS**

**Financial Health**

- Provide cost savings by protecting and preserving the city’s existing stormwater infrastructure through an effective and efficient maintenance program

**Public Safety**

- Respond 24 hour a day, 7 days a week to overflows with the potential to create hazards or property damage
- Ensure safety for vehicle travel, bicycles and pedestrians by removing debris through the street sweeping program
- Reduce, monitor, and report on the use of toxins by the City by implementing the Integrated Pest Management Plan
- Achieve regulatory compliance through proactive maintenance, inspection and record keeping consistent with Municipal Separate Storm and Sewer System (MS4) permit National Pollutant Discharge Elimination System (NPDES) elements and permit limits set by the Oregon Department of Environmental Quality (DEQ)
- Protect the City’s natural resources through environmentally responsible operation and maintenance programs
- Regularly maintain stormwater systems to reduce the accumulation of pollutants and debris in the environment which could potentially harm wildlife and degrade water quality
- Reduce, monitor, and report on the use of toxins by the City by implementing the Integrated Pest Management Plan

**Communications + Engagement**

- Continue communication to residents on the importance of keeping storm drains clean of leaves and debris
- Maintain online street sweeping schedule and map

Position	Full Time Equivalent Positions			
	Budget 2023-24	Budget 2024-25	Budget 2025-26	Budget 2026-27
Stormwater Supervisor	0.40	0.40	0.40	0.40
Lead Maintenance Specialist	0.40	0.40	0.40	0.40
Utility Maintenance Specialist	1.34	1.74	1.74	1.34
Utility Maintenance Worker	1.00	1.00	1.00	1.40
	<b>3.14</b>	<b>3.54</b>	<b>3.54</b>	<b>3.54</b>

# stormwater maintenance

# Public Works

<b>Operating Summary</b>	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
<b>Personnel Services</b>						
Salaries and wages	\$ 233,725	\$ 231,070	\$ 287,390	\$ 280,500	\$ 280,500	\$ 280,500
Employee benefits	137,428	137,497	193,590	180,550	180,550	180,550
<b>Total</b>	<b>371,153</b>	<b>368,567</b>	<b>480,980</b>	<b>461,050</b>	<b>461,050</b>	<b>461,050</b>
<b>Materials and Services</b>						
Supplies	23,595	22,490	26,350	26,350	26,350	26,350
Prof and tech services	14,857	25,364	53,800	63,350	63,350	63,350
Utility services	3,464	3,606	4,640	4,240	4,240	4,240
Fleet services	11,436	11,652	12,684	13,572	13,572	13,572
Repairs & maintenance	371,744	421,847	536,000	560,000	560,000	560,000
Rents and leases	2,869	-	5,000	5,000	5,000	5,000
Insurance	1,964	2,408	3,100	3,250	3,250	3,250
Employee development	5,710	8,147	8,100	11,000	11,000	11,000
Fees, dues, advertising	1,080	1,160	1,000	1,000	1,000	1,000
Franchise fees	137,253	138,309	140,000	195,000	195,000	195,000
Misc. services & supplies	41,049	38,733	58,320	61,240	61,240	61,240
<b>Total</b>	<b>615,021</b>	<b>673,716</b>	<b>848,994</b>	<b>944,002</b>	<b>944,002</b>	<b>944,002</b>
<b>Capital Outlay</b>						
Machinery & equipment	-	-	44,850	-	-	-
Vehicles	-	14,758	-	-	-	-
<b>Total</b>	<b>-</b>	<b>14,758</b>	<b>44,850</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Department</b>	<b>\$ 986,174</b>	<b>\$ 1,057,041</b>	<b>\$ 1,374,824</b>	<b>\$ 1,405,052</b>	<b>\$ 1,405,052</b>	<b>\$ 1,405,052</b>
<b>Resources Summary</b>						
Stormwater Operating Fund	\$ 986,174	\$ 1,057,041	\$ 1,374,824	\$ 1,405,052	\$ 1,405,052	\$ 1,405,052
<b>Total</b>	<b>\$ 986,174</b>	<b>\$ 1,057,041</b>	<b>\$ 1,374,824</b>	<b>\$ 1,405,052</b>	<b>\$ 1,405,052</b>	<b>\$ 1,405,052</b>

## BUDGET HIGHLIGHTS

### Materials and Services

- Professional and technical services reflects an increase due to vendor cost associated with maintenance of additional stormwater systems.
- Employee development reflects an increase in cost to maintain technical and professional certifications for this program.
- Franchise fees reflects an increase driven by Stormwater rates.

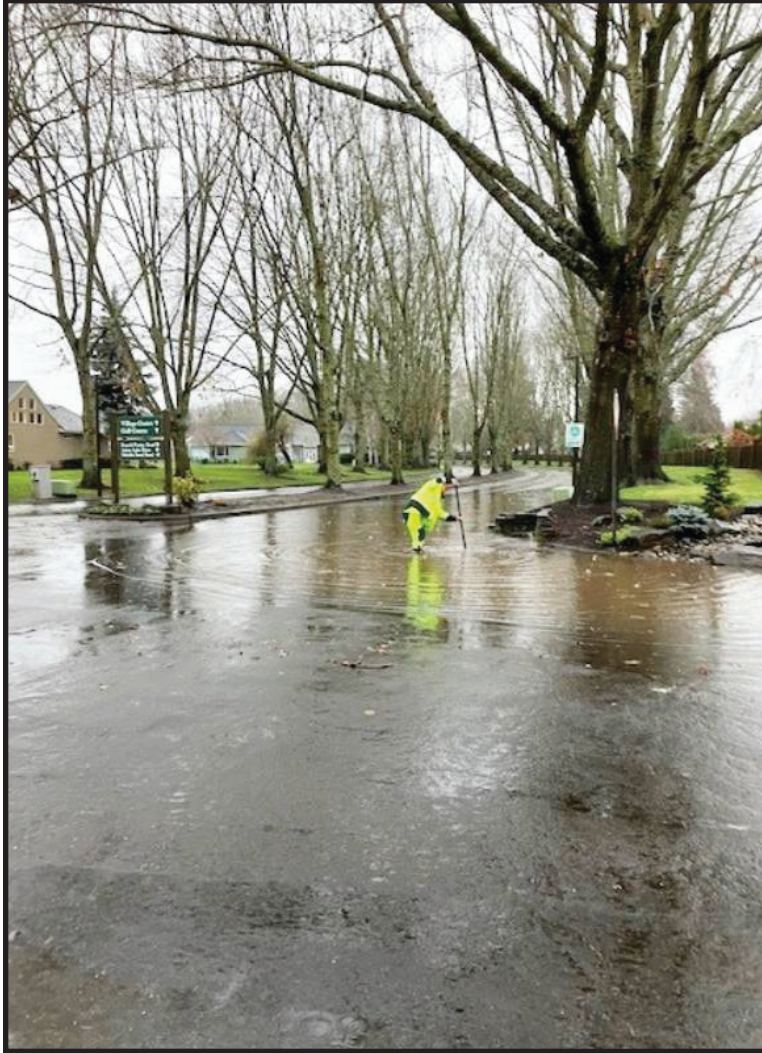
**PERFORMANCE MEASUREMENTS**

<i>Strategy</i>	<i>Measure</i>	<b>Actual 2022-23</b>	<b>Actual 2023-24</b>	<b>Actual 2024-25</b>	<b>Estimate 2025-26</b>	<b>Forecast 2026-27</b>
<i>Goal: Protect the City's natural resources through environmental responsible maintenance program</i>						
	Priority catch basins cleaned - goal is 638	262	652	800	800	800
Scheduled cleaning of target number of public catch basins and water quality manholes around the City	Water quality manholes cleaned - goal is 150	111	113	109	110	110
	Debris removed from storm catch basin (Cubic Yards)	267	250	52	50	50
	Number of catch basins inspected	3169	3267	2253	2500	2500
Prevent materials for entering the Stormwater System through an effective Street Sweeping program	Street sweeping debris collects (Tons)	579	524	499	550	550

**PERFORMANCE MEASUREMENTS OUTCOME**

Safe and efficient operation and maintenance of Wilsonville’s stormwater infrastructure is vital in protecting our local natural resources, and global environment through the comprehensive management of surface water runoff.

The Stormwater program continuously looks for ways to evolve and improve best management practices. Now in the third year of our program of inspecting the entire public system of stormwater catch basins, followed by the cleaning of all basins that have debris present, we are seeing a significant decrease in the amount of debris accumulated in the system thereby greatly reducing the amount of sediment and pollutants that will make it to our streams and rivers, thus improving the health of our streams and rivers and the environment as a whole.



Stormwater staff clearing stormwater intakes after torrential December rains.



Parks and Recreation Mission Statement: “Recognizing community history, enriching the quality of life and fostering a safe environment, the Wilsonville Parks and Recreation Department shall provide, preserve, maintain, improve and enhance recreation opportunities, social services, natural resources, and park land for future and current generations.”

Parks and Recreation general services oversees and organizes a wide variety of programs, special events, and the public art program. Additionally, it manages the use and rentals of City park facilities and sport fields, as well as operating the community garden and Community Center. The Community Center serves as a hub for daily activities, facilitates the senior meal program, provides social services, and is home to a fitness studio, and multipurpose rooms. General services manages the development and improvement of park and recreation facilities while also facilitating the Community Opportunity Grant and the Community Cultural Events and Programs Grant.

General services provide staff support to several board and commissions including the Parks and Recreation Advisory Board, Kitakata Sister City Advisory Board, The Arts, Culture, and Heritage Commission, the Korean War Memorial Foundation of Oregon, and Wilsonville Community Seniors Inc.

In 2025, the City Council developed specific Council goals and strategies for the 2025-27 biennium. Below are those Council goals and strategies as they apply to this Program Area.

**DEPARTMENT GOALS**

**Financial Health**

- Provide affordable sponsorship opportunities at city events and provide advertising space in seasonal activity guides for local businesses
- Highlight local businesses through programs and events

**Parks**

- Continue to explore options for long term financial sustainability, potentially through a parks fee
- Implement projects identified in the 2018 Parks Master Plan, the 2018 Boones Ferry Park Master Plan, the 2015 Memorial Park Master Plan and 2020 Arts, Culture Heritage Strategy. FY 2025-26 projects included the ‘Many Cultures, One Heart’ public art display, selection of an artist for Boones Ferry public art (with installation in FY 2026-27) and an accessible playground at Memorial Park
- Continue to expand programming opportunities at the Park Operations building in the lower-level classrooms

**Communications + Engagement**

- Maintain Bee City and Tree City USA Designation through increased awareness and habitat creation
- Promote activities and facilities on the Parks and Recreation website and in the seasonal activity guides

Position	Full Time Equivalent Positions			
	Budget 2023-24	Budget 2024-25	Budget 2025-26	Budget 2026-27
Parks & Recreation Director	1.00	1.00	1.00	1.00
Program Manager	1.00	1.00	1.00	1.00
Recreation Coordinator II	1.00	1.00	1.00	1.00
Information & Referral Specialist	0.50	0.50	0.50	0.50
Fitness Specialist	1.00	1.00	1.00	1.00
Nutrition Coordinator I	0.50	0.50	0.50	0.50
Nutrition Coordinator II	0.80	0.80	0.80	0.80
Nutrition Assistant (On Call)	0.16	0.16	0.16	0.16
Program Coordinator	2.00	2.00	2.00	2.00
Administrative Assistant II	1.00	1.00	1.00	1.00
Building Monitor	0.19	0.19	0.19	0.19
Recreation Intern	0.30	0.30	0.30	0.00
Recreation Program Assistant	0.00	0.00	0.00	0.30
	<b>9.45</b>	<b>9.45</b>	<b>9.45</b>	<b>9.45</b>

\* Additionally, Parks and Recreation currently has 88 volunteers

<b>Operating Summary</b>	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
<b>Personnel Services</b>						
Salaries and wages	\$ 740,773	\$ 795,459	\$ 820,560	\$ 849,490	\$ 849,490	\$ 849,490
Employee benefits	402,951	431,399	509,150	551,070	551,070	551,070
<b>Total</b>	<b>1,143,724</b>	<b>1,226,858</b>	<b>1,329,710</b>	<b>1,400,560</b>	<b>1,400,560</b>	<b>1,400,560</b>
<b>Materials and Services</b>						
Supplies	152,089	164,655	157,940	189,440	189,440	189,440
Prof and tech services	33,181	69,727	41,800	40,880	40,880	40,880
Utility services	75,788	77,843	96,860	105,990	105,990	105,990
Insurance	9,832	12,378	14,100	15,650	15,650	15,650
Repairs & maintenance	1,166	149	1,500	1,500	1,500	1,500
Fleet Services	3,744	3,828	4,164	4,416	4,416	4,416
Community service programs	441,482	480,885	549,000	558,000	558,000	558,000
Employee development	4,976	8,643	11,700	14,200	14,200	14,200
Fees, dues, advertising	4,591	13,917	14,000	14,000	14,000	14,000
Misc. services & supplies	21,336	25,870	24,420	26,210	26,210	26,210
<b>Total</b>	<b>748,185</b>	<b>857,895</b>	<b>915,484</b>	<b>970,286</b>	<b>970,286</b>	<b>970,286</b>
<b>Capital Outlay</b>						
Machinery & equipment	-	24,461	-	-	-	-
<b>Total Department</b>	<b>\$ 1,891,909</b>	<b>\$ 2,109,214</b>	<b>\$ 2,245,194</b>	<b>\$ 2,370,846</b>	<b>\$ 2,370,846</b>	<b>\$ 2,370,846</b>
<b>Resources Summary</b>						
	Actual 2023-24	Actual 2024-25	Adopted 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
Charges for services	\$ 310,905	\$ 364,737	\$ 281,000	\$ 338,000	\$ 338,000	\$ 338,000
Grants and donations	1,526,643	247,890	125,000	152,000	152,000	152,000
General Fund revenues	54,361	1,496,587	1,839,194	1,880,846	1,880,846	1,880,846
<b>Total</b>	<b>\$ 1,891,909</b>	<b>\$ 2,109,214</b>	<b>\$ 2,245,194</b>	<b>\$ 2,370,846</b>	<b>\$ 2,370,846</b>	<b>\$ 2,370,846</b>

**BUDGET HIGHLIGHTS**

**Personnel Services**

- While no direct budget impacts, the Recreation Intern has been retitled to Recreation Program Assistant.

**Materials and Services**

- Supplies includes a \$25,000 add package for security cameras in Memorial Park.
- Employee development is increasing \$2,500 for professional growth of staff through education and training.

**Charges for Services**

- Growing demand and increase program participation has led to an increase in program revenue. Additionally, Parks and Recreation facilities continue to be a valuable community asset for event rentals.

**Grants and Donations**

- A focused effort on greater community partnerships to expand sponsorship opportunities paired with a mild increase in older adult program funding results in \$27,000 increase for FY 2026-27.

**PERFORMANCE MEASUREMENTS**

<i>Strategy</i>	<i>Measure</i>	<b>Actual 2022-23</b>	<b>Actual 2023-24</b>	<b>Actual 2024-25</b>	<b>Estimate 2025-26</b>	<b>Forecast 2026-27</b>
<i>Goal: Support the needs of our community by providing recreational, cultural and social opportunities.</i>						
Promote a connected and active community by providing special events	City sponsored events	15	16	18	17	18
	Event attendance	7,000	8,500	10,000	10,000	13,000
Provide social opportunities through the Community Center meal program	Congregate meals	5,800	7,516	8,447	9,652	10,000
	Home-delivered meals	19,100	19,583	18,994	19,500	20,000
Offer a variety of rental options that allow both residents and non-residents an opportunity to enjoy Wilsonville’s park system	Total park facility rentals	215	305	334	335	340
	Stein Boozier Barn rentals	35	35	33	41	42

**PERFORMANCE MEASUREMENTS OUTCOME**

Community event participation continues to increase with a growing desire for additional large events throughout the year. Annual in-person events such as the Community Egg Hunt, Tree Lighting, Harvest Festival, Fourth of July Laser Light Show and Party in the Park continued to grow in FY 2025-26. While no new large events are planned for FY 2026-27 due to staff capacity, attendance at current special events is forecasted to grow due to added event components.

In-person congregating dining, the Community Center’s in-person lunch, has continued to gain momentum with a 12% increase year after year. The home delivered meal program remains consistent, serving nearly 20,000 meals annually to home-bound members of the Wilsonville community. The demand will likely increase as the Wilsonville population grows and those within the community age.

Park Facility rentals continue to increase. Several events at the Stein-Boozier Barn, changes in fee/deposit structure, increased promotion, and social media presence for rentals, fueled this growth. Rental numbers increased in FY 2024-25, with a continued growth trajectory expected into FY 2026-27. In FY 2025-26, the parks team anticipates processing 31 external special events, which includes park rentals and/or streets and sidewalks, requiring application review by other internal departments. Additionally, staff collaborates with other departments on 8 internal special events, such as Pride, Juneteenth, Earth Day, SMART bike camps, and the Emergency Preparedness Fair. These events require different levels of involvement, from site plan review to park team member involvement during the event.



Students from Kitakata, Japan attend an oil painting class at the Community Center as part of the City's Sister City program.



# Parks & Recreation

# parks maintenance

Parks and Recreation Mission Statement: “Recognizing community history, enriching the quality of life and fostering a safe environment, the Wilsonville Parks and Recreation Department shall provide, preserve, maintain, improve and enhance recreation opportunities, social services, natural resources, and park land for future and current generations.”

Parks Maintenance provides professional management, maintenance and construction services to Wilsonville’s Park System. Services are provided to all City parks, greenspaces, facilities, bicycle and pedestrian trails, and special event venues.

In 2025, the City Council developed specific Council goals and strategies for the 2025-27 biennium. Below are those Council goals and strategies as they apply to this Program Area.

## DEPARTMENT GOALS

### Financial Health

- Support high quality recreation programs that generate revenue.
- Assist with future development projects to ensure meaningful trail and park connectivity to help attract and retain high quality businesses and industry

### Public Safety

- Continue to maintain well maintained facilities and provide resources to the unhoused and connect them with available services

### Parks

- The new Parks Manager joined the team in January 2026. The Parks Manager position is the result of reclassifying the previous Parks Supervisor position. All other positions from the staffing assessment will be phased in as resources allow
- Provided information about current service levels, expanding parks acreage, and anticipated maintenance required to continue to operate parks at the current service levels
- Creating a comprehensive park infrastructure replacement schedule as a park asset management tool
- Complete construction of Frog Pond Neighborhood Park
- Install an accessible playground in Memorial Park

### Communications + Engagement

- Implement Natural Areas Management Plan to help maintain high quality urban forest health, maintain Bee City, and Tree City USA designation through increased awareness and habitat creation
- Organize annual volunteer park clean-up opportunities aimed at improving trails and removing invasive species while engaging with the community

Position	Full Time Equivalent Positions			
	Budget 2023-24	Budget 2024-25	Budget 2025-26	Budget 2026-27
Parks Manager	0.00	0.00	0.00	1.00
Parks Supervisor	1.00	1.00	1.00	0.00
Parks Lead Maintenance Specialist	2.00	2.00	2.00	2.00
Parks Maintenance Specialist	5.00	5.00	5.00	5.00
Parks Maintenance Worker	2.38	2.38	2.38	2.38
Janitorial	2.00	2.00	2.00	2.00
Seasonal Maintenance Specialist	1.25	1.75	1.75	1.75
	<b>13.63</b>	<b>14.13</b>	<b>14.13</b>	<b>14.13</b>

\* Additionally, Park Maintenance currently has 145 volunteers

<b>Operating Summary</b>	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
<b>Personnel Services</b>						
Salaries and wages	\$ 908,786	\$ 996,087	\$ 1,095,360	\$ 1,135,110	\$ 1,135,110	\$ 1,135,110
Employee benefits	483,636	518,884	631,160	683,740	683,740	683,740
<b>Total</b>	<b>1,392,422</b>	<b>1,514,971</b>	<b>1,726,520</b>	<b>1,818,850</b>	<b>1,818,850</b>	<b>1,818,850</b>
<b>Materials and Services</b>						
Supplies	72,274	83,866	80,438	78,169	78,169	78,169
Prof and tech services	73,642	71,925	77,500	77,500	77,500	77,500
Utility services	378,784	373,046	514,200	566,470	566,470	566,470
Fleet services	104,748	107,124	116,604	124,776	124,776	124,776
Repairs & maintenance	293,329	301,638	381,500	393,000	393,000	393,000
Rents and leases	10,088	8,202	14,000	14,000	14,000	14,000
Insurance	21,577	26,895	32,050	35,050	35,050	35,050
Employee development	18,651	21,956	20,000	24,000	24,000	24,000
Fees, dues, advertising	1,303	1,230	1,200	1,200	1,200	1,200
<b>Total</b>	<b>974,396</b>	<b>995,882</b>	<b>1,237,492</b>	<b>1,314,165</b>	<b>1,314,165</b>	<b>1,314,165</b>
<b>Capital Outlay</b>						
Machinery & equipment	-	104,239	-	-	-	-
Vehicles	136,080	-	-	-	-	-
<b>Total</b>	<b>136,080</b>	<b>104,239</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Department</b>	<b>\$ 2,502,898</b>	<b>\$ 2,615,092</b>	<b>\$ 2,964,012</b>	<b>\$ 3,133,015</b>	<b>\$ 3,133,015</b>	<b>\$ 3,133,015</b>
<b>Resources Summary</b>						
	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
General Fund revenues	\$ 2,502,898	\$ 2,615,092	\$ 2,964,012	\$ 3,133,015	\$ 3,133,015	\$ 3,133,015
<b>Total</b>	<b>\$ 2,502,898</b>	<b>\$ 2,615,092</b>	<b>\$ 2,964,012</b>	<b>\$ 3,133,015</b>	<b>\$ 3,133,015</b>	<b>\$ 3,133,015</b>

**BUDGET HIGHLIGHTS**

**Personnel Services**

- Personnel services reflects the Parks Supervisor position recast as a Parks Manager.

**Materials and Services**

- Employee development reflects an increase, emphasizing professional development for the parks maintenance team.

**PERFORMANCE MEASUREMENTS**

<i>Strategy</i>	<i>Measure</i>	<b>Actual 2022-23</b>	<b>Actual 2023-24</b>	<b>Actual 2024-25</b>	<b>Estimate 2025-26</b>	<b>Forecast 2026-27</b>
<i>Goal: Enhance the Wilsonville community by providing safe, clean, and well maintained parks and green spaces</i>						
	Parks maintenance requests received	67	75	117	140	175
	Percentage of parks maintenance requests completed	100%	100%	100%	100%	100%
Provide well maintained parks and a high level of customer service	Number of total park and green space acres maintained	275	292	295	295	300
	Number of restrooms maintained	19	20	20	20	20
	Number of playgrounds maintained	17	19	20	20	20

**PERFORMANCE MEASUREMENTS OUTCOME**

The Parks Maintenance Division of the Parks and Recreation Department is focused on a high level of customer satisfaction. The Division continues to improve the standard of care while also increasing overall park acreage.

The Parks and Recreation Department has implemented a system to process citizen requests for parks maintenance issues. This system provides the Parks Maintenance Division with a quantifiable number of maintenance requests each year. The number of requests is measured against the percentage of requests completed. This ensures that the parks maintenance department is responding to citizen maintenance concerns in a timely and customer-focused manner.

In addition to tracking citizen requests, tracking park acreage helps the Department avoid a drop in quality of care. City Park acreage increases each year with the implementation of new parks in many neighborhoods.



Park Maintenance staff removing leaves at Town Center Park.



The library is a community focal point for knowledge, literature, culture, thought and learning, as well as a welcoming space for residents of all ages and backgrounds to gather, to connect, and to grow.

In 2025, the City Council developed specific Council goals and strategies for the 2025-27 biennium. Below are those Council goals and strategies as they apply to this Program Area.

## DEPARTMENT GOALS

### *Financial Health*

- Continue to look for and grow supplemental funding opportunities, including grants and utilizing the support of the Wilsonville Friends of the Library and the Wilsonville Public Library Foundation
- Increase partnerships to maximize the scope and capacity of services to the community

### *Public Safety*

- Promote public safety programs, including partnering with social services groups that can bring resources to the community
- Prioritize staff training to hone skills needed to work with community members who may be experiencing mental health challenges
- Act as a resource hub for individuals to gather information on emergency preparedness

### *Parks*

- Continue to partner with the Parks Department to provide a wide range of programs to the community

### *Communications + Engagement*

- Work with other city departments to provide consistent and timely information to everyone
- Look for ways to expand the reach of messaging, adapt to the informational needs of the community, and increase responsiveness
- Reinforce the library as a community information center

Position	Full Time Equivalent Positions			
	Budget 2023-24	Budget 2024-25	Budget 2025-26	Budget 2026-27
Library Director	1.00	1.00	1.00	1.00
Library Operations Manager	1.00	1.00	1.00	1.00
Library Services Manager	1.00	1.00	1.00	1.00
Adult Services Librarian	1.00	1.00	1.00	1.00
Youth Services Librarian	1.00	1.00	1.00	1.00
Outreach Librarian	1.00	1.00	1.00	1.00
Program Coordinator	0.90	0.90	0.90	0.90
Program Librarian	1.00	1.65	1.65	1.65
Reference Librarian	1.97	1.83	1.83	1.83
Library Supervisor	1.00	1.00	1.00	1.00
Support Services Coordinator	1.50	1.50	1.50	1.50
Administrative Assistant I	0.50	0.50	0.50	0.50
Library Clerk I	4.39	4.38	4.38	4.38
Building Monitor	0.10	0.10	0.10	0.10
Intern	0.30	0.46	0.30	0.30
	<b>17.66</b>	<b>18.32</b>	<b>18.16</b>	<b>18.16</b>

\* Additionally, the library currently has over 100 volunteers

<b>Operating Summary</b>	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
Personnel Services						
Salaries and wages	\$ 1,296,013	\$ 1,392,487	\$ 1,447,640	\$ 1,517,690	\$ 1,517,690	\$ 1,517,690
Employee benefits	731,955	788,715	939,940	1,000,000	1,000,000	1,000,000
<b>Total</b>	<b>2,027,968</b>	<b>2,181,202</b>	<b>2,387,580</b>	<b>2,517,690</b>	<b>2,517,690</b>	<b>2,517,690</b>
Materials and Services						
Supplies	266,861	293,055	339,875	342,500	342,500	342,500
Prof and tech services	8,629	12,743	40,600	15,150	15,150	15,150
Utility services	92,947	88,206	122,960	121,140	121,140	121,140
Repairs & maintenance	4,272	4,838	6,400	6,000	6,000	6,000
Insurance	18,777	23,685	26,400	29,600	29,600	29,600
Community service programs	39,468	46,270	76,171	75,930	75,930	75,930
Employee development	13,917	11,745	22,200	19,700	19,700	19,700
Fees, dues, advertising	1,655	1,368	2,500	1,500	1,500	1,500
Misc. services & supplies	1,520	1,396	2,550	2,170	2,170	2,170
<b>Total</b>	<b>448,046</b>	<b>483,306</b>	<b>639,656</b>	<b>613,690</b>	<b>613,690</b>	<b>613,690</b>
Capital Outlay						
Machinery & equipment	-	-	20,000	-	-	-
<b>Total Department</b>	<b>\$ 2,476,014</b>	<b>\$ 2,664,508</b>	<b>\$ 3,047,236</b>	<b>\$ 3,131,380</b>	<b>\$ 3,131,380</b>	<b>\$ 3,131,380</b>
<b>Resources Summary</b>	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
County shared taxes	\$ 1,793,906	\$ 1,997,756	\$ 1,756,171	\$ 1,807,730	\$ 1,807,730	\$ 1,807,730
Charges for services	25,824	24,047	16,100	17,600	17,600	17,600
Grants and donations	60,763	59,733	98,650	77,900	77,900	77,900
General Fund revenues	595,521	582,972	1,176,315	1,228,150	1,228,150	1,228,150
<b>Total</b>	<b>\$ 2,476,014</b>	<b>\$ 2,664,508</b>	<b>\$ 3,047,236</b>	<b>\$ 3,131,380</b>	<b>\$ 3,131,380</b>	<b>\$ 3,131,380</b>

**BUDGET HIGHLIGHTS**

**Materials and Services**

- Most of the larger decreases in materials and services are due to one-time projects in FY 2025-26 that are not ongoing into FY 2026-27. Other reductions were right-sizing the budget to prior years’ actuals.

**Capital Outlay**

- Due to vendor delays, Capital Outlay funds may need to roll over into FY 2026-27. These funds are for the library district-wide replacement of self-checkout machines.

**Resources**

- The reduction in grants and donations is due to a large one-time project (the cellular signal improvement project) that the Wilsonville Public Library Foundation supported in FY 2025-26 that was in addition to their usual annual contributions.

**PERFORMANCE MEASUREMENTS**

<i>Strategy</i>	<i>Measure</i>	<b>Actual 2022-23</b>	<b>Actual 2023-24</b>	<b>Actual 2024-25</b>	<b>Estimate 2025-26</b>	<b>Forecast 2026-27</b>
<b>Goal: Encourage and Foster a Love of Learning</b>						
Provide access to a wide range of materials in a variety of formats	Circulation of Physical Materials	317,511	340,000	325,000	322,000	320,000
	Circulation of Digital Materials	61,468	75,650	85,323	98,000	105,000
	Items Loaned to Other LINCC Libraries	127,307	129,273	129,458	132,000	133,000
	Items Borrowed from Other LINCC Libraries	90,748	89,766	85,067	86,100	85,000
<b>Goal: Enhance Library Services</b>						
Provide high quality programming	Number of children's programs	181	221	250	250	250
	Attendance at children's programs	10,289	10,500	12,500	17,000	17,000
	Number of young adult programs	65	61	70	80	80
	Attendance at young adult programs	833	723	930	1,100	1,100
	Number of adult programs	142	155	160	162	165
	Attendance at adult programs	1,771	1,481	1,520	1,750	1,800
<b>Goal: Extend Access to Library Services</b>						
Provide library services both inside the building and out in the community	Number of Outreach Events Attended	103	135	185	180	180
	Library Visits	159,792	167,274	170,000	179,000	175,000
<b>Goal: Maximize Community Resources</b>						
Work with volunteers and community partners to expand reach and scope of library services	Number of Active Library Volunteers	94	85	95	200	200
	Total Volunteer Hours	7,429	7,378	7,800	9,100	9,100
	Number of Active Partnerships	Not Yet Tracked	58	40	50	55
	Number of Partnership Events/Programs	Not Yet Tracked	138	158	250	300

**PERFORMANCE MEASUREMENTS OUTCOME**

FY 2025-26 has been a year of wrapping up implementation of the library’s strategic plan. The strategic plan, adopted in FY 2021-22, outlines priorities for the library to focus on through 2026. These goals are: enhance services and resources, raise awareness and promotion of the library, extend access to library services, improve physical space, maximize community resources, and engage with city initiatives including the DEI committee and the ACHC. With increases in library visits, programs offered, and outreach events, the library started evaluating and identifying the resources needed to tackle the remaining strategic plan goals. Staff have focused on building and strengthening partnerships, with an emphasis on schools and community engagement. This year we have focused on exploring alternative funding sources including grants and support from the Wilsonville Public Library Foundation and the Wilsonville Friends of the Library. In partnership with the Wilsonville Friends of the Library, the library acquired a new book bike to help bring library services out to the community. This fiscal year also saw big changes to library book distributors, with one of the two largest companies closing, creating a rippling effect of rising costs for book purchasing.

FY 2026-27 will see continued collections work as we evaluate current collections and determine what changes are needed. This fiscal year will be spent finishing up the work on our strategic plan and pausing to reflect and evaluate current services and to explore what other libraries are doing before beginning a new strategic planning process in FY 2027-28. We will continue to look for available alternative funding sources and working with local partners to bring maximum services to the community.



The popular book bike made its maiden voyage to Murase Park in early July 2025.



For over 36 years, South Metro Area Regional Transit (SMART) has provided convenient, safe, and reliable transportation services in a fiscally responsible manner to meet the needs of Wilsonville residents, employees and visitors of all ages, ethnicities and income levels. SMART’s Fleet Division (see next section) provides efficient and effective services to all City departments in the acquisition and maintenance of City-owned vehicles, equipment, bus stops and shelters. SMART provides overall administration for transit operations including fixed-route bus service, demand-response service, dispatching, a nationally recognized training program for bus operators and Commercial Driver’s License training for other City departments. The SMART Commute Options and Safe Routes to School Programs carry out commuter and school-based initiatives to promote active transportation and reduce traffic congestion.

In 2025, the City Council developed specific Council goals and strategies for the 2025-27 biennium. Below are those Council goals and strategies as they apply to this Program Area.

## DEPARTMENT GOALS

### *Financial Health*

- Continue to provide convenient, safe, and reliable transportation services in a fiscally responsible manner
- Continue to seek competitive grant funding at the state, federal, and regional level to advance SMART services and programs and lessen reliance on local funds

### *Public Safety*

- Provide safe transportation options for individuals with disabilities to the City of Wilsonville meetings, facilities, and recreational activities
- Offer reliable and efficient transportation services to access healthcare and other essential services

### *Parks*

- Enhance public transportation access to city parks and recreational facilities for visitors and residents
- Coordinate access to social services and educational programs offered at City parks and facilities
- Provide alternative transportation options to parks and trails for all members of the community

### *Communications + Engagement*

- Educate Wilsonville employees about transit and other transportation options
- Inform and engage the community about SMART services and events through bus stop displays, mySMARTbus app, and the website
- Engage with Wilsonville schools and families to advance biking and pedestrian safety

Position	Full Time Equivalent Positions			
	Budget 2023-24	Budget 2024-25	Budget 2025-26	Budget 2026-27
Transit Director	1.00	1.00	1.00	1.00
Transit Operations Manager	1.00	1.00	1.00	1.00
Dispatchers	2.00	2.00	2.00	2.00
Transit Supervisors	4.00	4.00	4.00	4.00
Transit Drivers	32.95	33.95	36.95	36.95
Program Coordinator	1.00	1.00	1.00	1.00
Grants and Programs Manager	1.00	1.00	1.00	1.00
Transit Management Analyst	1.00	1.00	1.00	1.00
Mobility Technician (TDM)	1.00	1.00	0.00	0.00
Safe Routes to School Coordinator (TDM)	0.00	0.00	1.00	1.00
Customer Service Representatives	0.00	0.00	2.00	2.00
Intern	0.43	0.43	0.43	0.43
	<b>45.38</b>	<b>46.38</b>	<b>51.38</b>	<b>51.38</b>

<b>Operating Summary</b>	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
<b>Personnel Services</b>						
Salaries and wages	\$ 2,478,737	\$ 2,819,282	\$ 3,730,620	\$ 3,848,930	\$ 3,848,930	\$ 3,848,930
Employee benefits	1,322,803	1,553,296	2,140,840	2,458,410	2,458,410	2,458,410
<b>Total</b>	<b>3,801,540</b>	<b>4,372,578</b>	<b>5,871,460</b>	<b>6,307,340</b>	<b>6,307,340</b>	<b>6,307,340</b>
<b>Materials and Services</b>						
Supplies	116,870	34,523	97,950	91,750	91,750	91,750
Prof and tech services	299,010	212,867	264,800	322,150	322,150	322,150
Utility services	281,414	248,150	324,540	411,380	411,380	411,380
Repairs & maintenance	-	-	1,500	1,500	1,500	1,500
Fleet services	1,455,087	1,477,723	1,609,268	1,675,544	1,675,544	1,675,544
Rents and leases	-	-	500	500	500	500
Insurance	104,830	128,665	160,500	170,550	170,550	170,550
Commuter rail service	453,561	399,574	420,000	-	-	-
Community service programs	2,891	2,695	3,500	3,500	3,500	3,500
Employee development	10,433	13,199	21,500	20,000	20,000	20,000
Fees, dues, advertising	5,816	5,129	10,600	6,700	6,700	6,700
<b>Total</b>	<b>2,729,912</b>	<b>2,522,525</b>	<b>2,914,658</b>	<b>2,703,574</b>	<b>2,703,574</b>	<b>2,703,574</b>
<b>Capital Outlay</b>						
Building	341,693	-	-	-	-	-
Machinery & equipment	221,662	-	488,000	300,000	300,000	300,000
Vehicles	358,449	1,368,332	670,000	848,000	848,000	848,000
<b>Total</b>	<b>921,804</b>	<b>1,368,332</b>	<b>1,158,000</b>	<b>1,148,000</b>	<b>1,148,000</b>	<b>1,148,000</b>
<b>Total Department</b>	<b>\$ 7,453,256</b>	<b>\$ 8,263,435</b>	<b>\$ 9,944,118</b>	<b>\$ 10,158,914</b>	<b>\$ 10,158,914</b>	<b>\$ 10,158,914</b>
<b>Resources Summary</b>						
	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
Payroll taxes	\$ 5,989,921	\$ 6,145,823	\$ 6,300,000	\$ 6,300,000	\$ 6,300,000	\$ 6,300,000
Intergovernmental	4,697,197	5,976,274	2,757,000	3,807,000	3,807,000	3,807,000
Other revenues	16,841	80,441	20,000	5,000	5,000	5,000
<b>Total</b>	<b>\$ 10,703,959</b>	<b>\$ 12,202,538</b>	<b>\$ 9,077,000</b>	<b>\$ 10,112,000</b>	<b>\$ 10,112,000</b>	<b>\$ 10,112,000</b>

**BUDGET HIGHLIGHTS**

**Materials and Services**

- Professional and technical services includes the procurement of updated transit management technology for real-time Global Positioning System (GPS) tracking and dispatching software.
- Utility services reflects increases in utility rates and increase in utilities for electric vehicle charging.
- Commuter rail service expenses have been removed from the department budget following the expiration of the intergovernmental agreement.
- Advertising reflects a decrease in focus on printed materials.

**Capital Outlay**

- Machinery and equipment includes the hardware components of the transit management technology referenced above.
- Vehicles include several cutaways anticipated to be received this fiscal year.

ANTICIPATED INTERGOVERNMENTAL REVENUE FOR FY 2026-27

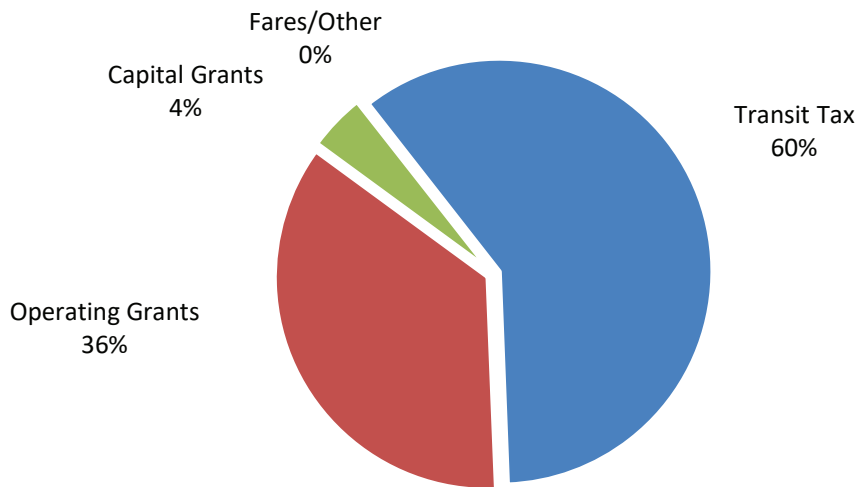
*Operation & Capital Outlay (Transit Fund) Grants:*

**Commute Options and Safe Routes to School Program Grants:** Federal funds of \$150,000 plus \$17,168 in local match (10.27%) will support the SMART Commute and Safe Routes to School programs.

**Federal Formula Grants:** Federal grant funding is anticipated in the amount of \$457,000 plus \$77,500 (20%) in local match for scheduling software, preventive maintenance and vehicles.

**State Formula Grants:** Statewide Transportation Improvement Funding (STIF) is anticipated in the amount of \$3,600,000 for bus stop amenities, match for replacement buses, and operational funding for service on most routes including out of town medical (Dial-A-Ride) trips.

Total Revenue Sources



heARTS of Wilsonville bike ride July 2025.

**PERFORMANCE MEASUREMENTS - FIXED ROUTE**

<i>Strategy</i>	<i>Measure</i>	<b>Actual 2022-23</b>	<b>Actual 2023-24</b>	<b>Actual 2024-25</b>	<b>Estimate 2025-26</b>	<b>Forecast 2026-27</b>
Provide efficient transit services to meet the needs of the community	Cost per passenger trip	\$30.09	\$33.69	\$36.00	\$44.90	\$34.39
	Cost per service hour	\$151.92	\$188.50	\$208.34	\$231.19	\$215.19
	Cost per mile	\$8.63	\$11.53	\$12.75	\$16.70	\$13.21
	Passenger trips per service hour	5.0	5.6	5.8	5.1	6.3
	Passenger trips per mile	0.29	0.34	0.35	0.37	0.38
Increase ridership within the community	Number of passenger trips	163,858	189,525	199,001	195,005	257,407
	Annual total hours	32,450	33,874	34,382	37,870	41,131
	Annual total miles	571,000	553,623	561,927	524,240	670,114
	Total operating cost	\$4,929,843	\$6,385,092	\$7,163,227	\$8,755,178	\$8,851,080

**PERFORMANCE MEASUREMENTS - DIAL-A-RIDE**

<i>Strategy</i>	<i>Measure</i>	<b>Actual 2022-23</b>	<b>Actual 2023-24</b>	<b>Actual 2024-25</b>	<b>Estimate 2025-26</b>	<b>Forecast 2026-27</b>
Provide efficient transit services to meet the needs of the community	Cost per passenger trip	\$127.46	\$84.08	\$84.49	\$91.73	\$99.12
	Cost per service hour	\$155.32	\$199.81	\$199.82	\$223.15	\$254.15
	Cost per mile	\$26.43	\$17.66	\$17.33	\$17.98	\$18.66
	Passenger trips per service hour	1.2	2.4	2.4	2.4	2.6
	Passenger trips per mile	0.21	0.21	0.21	0.20	0.19
Increase ridership within the community	Number of passenger trips	10,166	12,704	13,021	12,962	13,194
	Annual total hours	8,343	5,346	5,506	5,328	5,146
	Annual total miles	49,025	60,468	63,491	66,142	70,088
	Total operating cost	\$1,295,753	\$1,068,164	\$1,100,208	\$1,188,940	\$1,307,834

**PERFORMANCE MEASUREMENTS OUTCOME**

Looking towards FY 2026-27, SMART expects to continue to see an overall increase in ridership as compared to the previous year. With the introduction of new public transit services to Woodburn and Clackamas Town Center, growth in SMART service area will continue to drive transit use in Wilsonville and surrounding areas. New service to Clackamas Town Center is supported by the I-205 bus-on-shoulder access in partnership with ODOT. The opening of the Vuela Transit Oriented Development residential complex at SMART Transit Center will extend SMART Saturday service to connect residential communities to local programs, services and employment opportunities. SMART Dial-a-Ride demand-responsive service maintained steady ridership providing approximately 13,000 annual trips.

The Fleet Services program provides internal customers with safe, reliable and efficient vehicles and equipment needed to perform their duties. Fleet also protects the City’s investment in vehicles and equipment through quality maintenance. Fleet charges participating departments through an internal work order system and depreciation in order to recover costs associated with operating, maintaining, and replacing vehicles.

Fleet Services manages the vehicle and equipment maintenance and replacement funds, coordinates and executes all fleet acquisitions and sales, maintains and manages centralized fueling for all City vehicles, repairs and maintains vehicles and equipment, manages vehicle and fueling related projects (specifically alternative fuel related capital projects for SMART), manages outside vendor support and manages 2-way radio acquisition and maintenance for all City departments. Fleet is also responsible for the cleaning and maintenance of SMART’s 185 bus stops and shelters.

Fleet personnel are responsible for the repair and ongoing maintenance of over 400 items including the SMART fleet of buses and vans, trucks and specialty equipment used by Public Works and Parks & Recreation, such as tractors and mowers, the general motor pool used by City staff, as well as emergency generators and trailers.

In 2025, the City Council developed specific Council goals and strategies for the 2025-27 biennium. Below are those Council goals and strategies as they apply to this Program Area.

## DEPARTMENT GOALS

***Fleet is an internal support division, and as such, assists all City Departments in their efforts to deliver on Council goals.***

***Explore cost savings/efficiencies and alternative revenue options for sustainable fiscal health.***

- Fleet is responsible for procurement of all City owned vehicles and equipment. Cost savings and efficiencies are realized through careful replacement planning, often extending vehicle life beyond the anticipated replacement date where reasonable. Working with internal customers to ensure that properly sized vehicles and equipment are utilized not only saves money on capital purchases, but often reduces operating and maintenance costs over the life of the vehicle.
- Searching for, and utilizing municipal cooperative purchasing agreements, rather than the more traditional “three quotes” process, has recently proven to be a more cost effective vehicle purchasing strategy, placing less strain on the City’s fleet replacement fund.

Position	Full Time Equivalent Positions			
	Budget 2023-24	Budget 2024-25	Budget 2025-26	Budget 2026-27
Fleet Manager	1.00	1.00	1.00	1.00
Shop Foreman	1.00	1.00	1.00	1.00
Equipment Mechanic II	2.00	2.00	2.00	2.00
Equipment Mechanic I	2.00	2.00	2.00	2.00
Service Worker	3.00	3.00	3.00	3.00
	<b>9.00</b>	<b>9.00</b>	<b>9.00</b>	<b>9.00</b>

<b>Operating Summary</b>	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
<b>Personnel Services</b>						
Salaries and wages	\$ 597,990	\$ 668,325	\$ 703,760	\$ 708,310	\$ 708,310	\$ 708,310
Employee benefits	333,567	376,912	451,370	448,600	448,600	448,600
<b>Total</b>	<b>931,557</b>	<b>1,045,237</b>	<b>1,155,130</b>	<b>1,156,910</b>	<b>1,156,910</b>	<b>1,156,910</b>
<b>Materials and Services</b>						
Supplies	255,336	279,699	282,200	282,200	282,200	282,200
Prof and tech services	16,651	18,983	18,500	33,000	33,000	33,000
Fuel	278,688	246,350	380,000	380,000	380,000	380,000
Utility services	88,864	103,426	115,740	147,580	147,580	147,580
Repairs & maintenance	6,034	8,498	30,000	35,000	35,000	35,000
Insurance	3,787	4,731	6,000	6,550	6,550	6,550
Employee development	894	6,928	8,000	8,000	8,000	8,000
<b>Total</b>	<b>650,254</b>	<b>668,615</b>	<b>840,440</b>	<b>892,330</b>	<b>892,330</b>	<b>892,330</b>
<b>Capital Outlay</b>						
Machinery & equipment	46,165	14,943	60,000	-	-	-
Vehicles	142,981	198,006	472,000	234,000	234,000	234,000
<b>Total</b>	<b>189,146</b>	<b>212,949</b>	<b>532,000</b>	<b>234,000</b>	<b>234,000</b>	<b>234,000</b>
<b>Total Department</b>	<b>\$ 1,770,957</b>	<b>\$ 1,926,801</b>	<b>\$ 2,527,570</b>	<b>\$ 2,283,240</b>	<b>\$ 2,283,240</b>	<b>\$ 2,283,240</b>
<b>Resources Summary</b>						
Fleet charges	\$ 1,722,180	\$ 1,781,892	\$ 1,933,368	\$ 2,023,800	\$ 2,023,800	\$ 2,023,800
Assigned contingencies	189,146	212,949	532,000	234,000	234,000	234,000
<b>Total</b>	<b>\$ 1,911,326</b>	<b>\$ 1,994,841</b>	<b>\$ 2,465,368</b>	<b>\$ 2,257,800</b>	<b>\$ 2,257,800</b>	<b>\$ 2,257,800</b>

**BUDGET HIGHLIGHTS**

**Materials and Services**

- Professional and technical services reflects the cost increase for the City’s participation in Clackamas County’s emergency radio network.
- Utility services reflects increases in utility rates and increase in utilities for bus wash expansion.

**Capital Outlay**

- Capital outlay consists of vehicle and equipment replacements. There are no “big ticket” replacements in this budget cycle, resulting in a substantial reduction.

**PERFORMANCE MEASUREMENTS**

<i>Strategy</i>	<i>Measure</i>	<b>Actual 2022-23</b>	<b>Actual 2023-24</b>	<b>Actual 2024-25</b>	<b>Estimate 2025-26</b>	<b>Forecast 2026-27</b>
Track labor productivity in terms of time spent directly on maintenance activities, goal is 70%	Percent of FTE applied to "wrench turning" activities	77%	74%	75%	73%	78%
Preventative maintenance	Percent completed on time	85%	88%	95%	90%	90%

**PERFORMANCE MEASUREMENTS OUTCOME**

Performance indicators include labor productivity, and preventative maintenance on time percentage. Fleet staff continue to meet or exceed these goals. Preventative Maintenance on-time percentage has remained well above the Federal Transit Administration (FTA) benchmark of 80% for several years.

Meeting these goals helps contribute to equipment uptime, reliability in the field, and availability of vital vehicles and equipment. These goals are specifically important to SMART, as these performance measures are included in required reporting to both the FTA and the National Transit Database.



Fleet mechanic Jose Mora fabricating sign brackets for Public Works.



# Public Safety

# law/code enforcement

The Clackamas County Sheriff’s Office (CCSO) provides law enforcement services to the City of Wilsonville on a contract basis. The department operates 24 hours a day, 365 days a year. A CCSO Captain serves as the City’s Chief of Police and supervises the 22 CCSO personnel dedicated to Wilsonville. Additional services available include dispatch, a special investigations unit, river patrol, detective division, crime scene investigators, K9 Team, Special Weapons and Tactics (SWAT)/Hostage Negotiation Team (HNT), and explosive ordinance.

The code compliance is focused on enhancing the quality of life, preserving property values, and promoting safety in the community. The program is internally resourced, and is not connected to CCSO services, but coordinates with law enforcement on traffic related issues. The code compliance coordinator reports to the Assistant City Manager.

In 2025, the City Council developed specific Council goals and strategies for the 2025-27 biennium. Below are those Council goals and strategies as they apply to this Program Area.

## DEPARTMENT GOALS

### Financial Health

- Explore opportunities to pursue grants to fund specific law enforcement programs
- Engage with financial team regarding long-term sustainability of general fund as revenue for law enforcement

### Public Safety

- Participate in City team led by legal department to examine opportunities to streamline city code to make it easier for law enforcement to address code violations within the city
- Continue mental health clinician work within the community by coordinating with local service providers to resolve issues and enhance community response

### Parks

- Increase police presence and patrols in community parks
- Coordinate with the parks and recreation department to address safety concerns

### Increase housing opportunities for all and reach functional zero homelessness

- Ongoing collaboration with social service agencies to provide information on available programs and support services
- Provide ongoing training for police officers in crisis intervention and de-escalation techniques, particularly in situations involving individuals experiencing homelessness or mental health challenges
- Inform homeless individuals of designated safe spaces for overnight camping

### Expand City parks and facilities to align with community growth and needs

- Establish regular patrols by car, foot, or bike in parks to ensure a visible and approachable police presence
- Provide consultation on ways to deter criminal activity such as proper lighting and clear sightlines

### Enhance communications and engagement to build a more connected community

- Utilize various platforms, including social media, community events, and local media, to disseminate information
- Maintain a website for incident reporting, analyzing statistical data, and accessing an interactive map of service calls
- Participate in community, neighborhood, and school events to engage with citizens, educate the community on crime prevention, address safety concerns, and build trust

Position	Full Time Equivalent Positions			
	Budget 2023-24	Budget 2024-25	Budget 2025-26	Budget 2026-27
<b>Contracted Employees:</b>				
Chief	1.00	1.00	1.00	1.00
Sergeant	3.00	3.00	3.00	3.00
Detective	2.00	2.00	2.00	2.00
Traffic Officer	2.00	2.00	2.00	2.00
Behavioral Health Clinician	1.00	1.00	1.00	1.00
School Resource Officer (SRO)	1.00	1.00	1.00	1.00
Community Services Officer (CSO)	1.00	1.00	1.00	1.00
Patrol Officers	12.00	12.00	12.00	12.00
<b>Non-Contracted Employees:</b>				
Code Compliance Officer	1.00	1.00	1.00	1.00
	<b>24.00</b>	<b>24.00</b>	<b>24.00</b>	<b>24.00</b>

<b>Operating Summary</b>	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
<b>Personnel Services</b>						
Salaries and wages	\$ 85,959	\$ 92,244	\$ 93,700	\$ 97,440	\$ 97,440	\$ 97,440
Employee benefits	30,682	32,492	47,050	71,540	71,540	71,540
<b>Total</b>	<b>116,641</b>	<b>124,736</b>	<b>140,750</b>	<b>168,980</b>	<b>168,980</b>	<b>168,980</b>
<b>Materials and Services</b>						
Supplies	9,437	5,162	8,650	10,150	10,150	10,150
<b>Prof and tech services</b>						
Police protection	5,884,631	6,578,724	7,569,500	8,510,000	8,510,000	8,510,000
Other prof/tech services	2,770	7,344	27,600	27,000	27,000	27,000
Utility services	17,843	30,086	44,140	47,294	47,294	47,294
Fleet services	9,768	14,472	15,084	15,852	15,852	15,852
Repairs & maintenance	1,500	-	-	-	-	-
Insurance	2,447	6,979	8,200	9,100	9,100	9,100
Community service programs	1,500	4,565	10,000	10,000	10,000	10,000
Employee development	6,337	2,292	8,500	9,900	9,900	9,900
<b>Total</b>	<b>\$ 5,936,233</b>	<b>\$ 6,649,624</b>	<b>\$ 7,691,674</b>	<b>\$ 8,639,296</b>	<b>\$ 8,639,296</b>	<b>\$ 8,639,296</b>
<b>Total Department</b>	<b>\$ 6,052,874</b>	<b>\$ 6,774,360</b>	<b>\$ 7,832,424</b>	<b>\$ 8,808,276</b>	<b>\$ 8,808,276</b>	<b>\$ 8,639,296</b>
<b>Resources Summary</b>						
General Fund revenues	\$ 6,052,874	\$ 6,774,360	\$ 7,832,424	\$ 8,808,276	\$ 8,808,276	\$ 8,639,296
<b>Total</b>	<b>\$ 6,052,874</b>	<b>\$ 6,774,360</b>	<b>\$ 7,832,424</b>	<b>\$ 8,808,276</b>	<b>\$ 8,808,276</b>	<b>\$ 8,639,296</b>

**BUDGET HIGHLIGHTS**

**Personnel Services**

- Employee benefits reflects an increase in medical insurance per updated employee elections.

**Materials and Services**

- Police protection includes contracted law enforcement, provided by Clackamas County Sheriff’s office.
- Professional and technical services reflects an increase to support vehicle towing services.

**PERFORMANCE MEASUREMENTS**

<i>Strategy</i>	<i>Measure</i>	<b>Actual 2022-23</b>	<b>Actual 2023-24</b>	<b>Actual 2024-25</b>	<b>Estimate 2025-26</b>	<b>Forecast 2026-27</b>
	Population served	26,828	26,822	27,048	27,371	27,371
	Calls for service	11,591	12,100	12,600	16,200	18,000
Maintain a staffing level that allows for approximately 600 calls per Officer per year	Average number of calls for service per day	33	33	37	44	49
	Calls per Deputy	705	705	900	1080	1200
	Officers per thousand population	0.66	0.61	0.64	0.55	0.55

**PERFORMANCE MEASUREMENTS OUTCOME**

The Wilsonville Police Department strives to create a safe community through enforcement of laws and regulations, and having a visible presence in the community.



Building trust one smile (and one alpaca) at a time.



Municipal Court is the judicial branch of city government and exists to serve the citizens of this community. The Court is responsible for providing a local forum for adjudicating alleged violations of City ordinances, parking infractions and state traffic laws within its local jurisdiction. The majority of the cases heard in the Municipal Court are traffic infractions.

In 2025, the City Council developed specific Council goals and strategies for the 2025-27 biennium. Below are those Council goals and strategies as they apply to this Program Area.

**DEPARTMENT GOALS**

**Financial Health**

- Promote cost saving and operational efficiencies through continued use of paperless systems, electronic filing, and online payments
- Reduce administrative and customer costs by encouraging cases to be resolved remotely when appropriate, including by email, phone, or written correspondence
- Support responsible revenue collection while maintaining equitable access to the Court through flexible payment plans and diversion options

**Public Safety**

- Continue to collaborate with Court security and the police department on way to improve security
- Encourage citations be handled via email, online, or over the phone which will lower attendance at court
- Inform individuals of options to reduce fines, obtain insurance, or reinstate licenses, reducing barriers to compliance and promoting safe, insured, and licensed drivers within the community

**Parks**

- Supporting the laws in place increases the safety within the community

**Communications + Engagement**

- Through membership in both the Oregon Association of Court Administrators (OACA) and the Oregon Municipal Judge’s Association (OMJA), as well as through networking with other courts, the Court continues to remains up-to-date on current and proposed legislative changes
- Promote educational diversion programs for certain, qualifying individuals and cases, including traffic school for individuals with minor traffic violations.
- Allow individuals with driving privileges suspended the opportunity to write the judge a letter requesting a payment plan in order to release the hold on their license
- Continues to utilizes multilingual interpretations services as needed to facilitate effective communication at court arraignments

Position	Full Time Equivalent Positions			
	Budget 2023-24	Budget 2024-25	Budget 2025-26	Budget 2026-27
Accounting Specialist	1.00	1.00	1.00	1.00
Accounting Technician	0.60	0.60	0.60	0.60
Municipal Court Judge	0.05	0.05	0.05	0.05
	1.65	1.65	1.65	1.65

<b>Operating Summary</b>	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
<b>Personnel Services</b>						
Salaries and wages	\$ 118,711	\$ 120,235	\$ 131,150	\$ 138,930	\$ 138,930	\$ 138,930
Employee benefits	62,455	66,815	84,730	90,300	90,300	90,300
<b>Total</b>	<b>181,166</b>	<b>187,050</b>	<b>215,880</b>	<b>229,230</b>	<b>229,230</b>	<b>229,230</b>
<b>Materials and Services</b>						
Supplies	1,183	1,012	3,750	4,150	4,150	4,150
Prof and tech services	17,026	18,260	22,550	26,050	26,050	26,050
Utility services	879	1,007	1,300	1,300	1,300	1,300
Employee development	1,328	944	3,000	3,300	3,300	3,300
Fees, dues, advertising	1,557	1,013	1,500	1,500	1,500	1,500
Misc. services & supplies	3,197	4,020	6,590	6,920	6,920	6,920
<b>Total</b>	<b>25,170</b>	<b>26,256</b>	<b>38,690</b>	<b>43,220</b>	<b>43,220</b>	<b>43,220</b>
<b>Total Department</b>	<b>\$ 206,336</b>	<b>\$ 213,306</b>	<b>\$ 254,570</b>	<b>\$ 272,450</b>	<b>\$ 272,450</b>	<b>\$ 272,450</b>
<b>Resources Summary</b>						
	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
Fines and forfeitures	\$ 164,038	\$ 170,557	\$ 180,000	\$ 175,000	\$ 175,000	\$ 175,000
<b>Total</b>	<b>\$ 164,038</b>	<b>\$ 170,557</b>	<b>\$ 180,000</b>	<b>\$ 175,000</b>	<b>\$ 175,000</b>	<b>\$ 175,000</b>

**BUDGET HIGHLIGHTS**

**Materials and Services**

- Professional and technical services is increasing with increased costs of software maintenance contracts.

**PERFORMANCE MEASUREMENTS**

<i>Measure</i>	<b>Actual 2022-23</b>	<b>Actual 2023-24</b>	<b>Actual 2024-25</b>	<b>Estimate 2025-26</b>	<b>Forecast 2026-27</b>
<b><i>Goal: Improve the City's emergency preparedness and public safety</i></b>					
Active members of Oregon Association of Court Administrators (OACA)	yes	yes	yes	yes	yes
Active member of Oregon Municipal Judge's Association	yes	yes	yes	yes	yes
Attendance at Oregon Association of Court Administrators (OACA) conference	yes	yes	yes	yes	yes
Maintain membership with Oregon Municipal Judge's Association (OMJA)	yes	yes	yes	yes	yes
Diversion course availability	yes	yes	yes	yes	yes
<b><i>Goal: Increase housing opportunities for all and reach functional zero homelessness</i></b>					
Payment plan arrangements available for customers	yes	yes	yes	yes	yes
<b><i>Goal: Enhance communications and engagement to build a more connected community</i></b>					
Spanish interpreter services available at arraignments*	100%				
*Beginning in FY23-24, transitioned to use of Language Line, to ensure multilingual interpretation services are available for arraignments		100%	100%	100%	100%
Interpreter services available at trials (when needed)	100%	100%	100%	100%	100%

**PERFORMANCE MEASUREMENTS OUTCOME**

Municipal Court processes all the violations and sends a letter to each defendant with their options. Defendants can come in person, call, or email to follow up on the citation. The Municipal Court holds court twice a month, on the first and third Tuesday. Arraignments begin at 2:00pm, followed by attorney trials at 3:30pm, and the balance of trials at 4:00pm. Staff continue to be active members of Oregon Association for Court Administration (OACA), and stay up to date with current and proposed legislative changes.

## Capital Projects

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The City budgets its major construction activities in one of nine capital improvement project (CIP) categories. Projects are generally large dollar (\$10,000 minimum), nonrecurring and have a useful life greater than one year. Master Plans are included as capital projects because they identify the projects to be budgeted in later years.

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# Capital Projects

As detailed in the following CIP section, the next five years will be focused on carrying out the visionary plans of the City. The 5-Year CIP is a planning tool designed to provide an in-depth look at the future construction needs and to begin the process of developing a long term financing plan to meet the needs for our growing community. The 5-Year CIP will be updated annually to ensure that it is based on the most accurate information available and is reflective of the current and projected economic environment.

For FY 2026-27, the adopted CIP Budget will only provide the funding necessary for first year of the five year plan. The 5-Year CIP presented below does not constitute a commitment to fund a particular project past FY 2026-27, but rather signifies the intention to begin the process of creating a funding plan to meet the estimated construction costs during the ensuing years. As the City prepares for continued growth, funding for the 5 Year CIP will need to be balanced each year with the operational needs of the City and available funding.

## Five Year CIP Forecast Summary Fiscal years 2026-27 through 2030-31

	2026-27	2027-28	2028-29	2029-30	2030-31
<b>Construction Projects</b>					
Water	\$ 1,051,225	\$ 10,731,607	\$ 2,070,000	\$ -	\$ -
Sewer	12,846,175	27,074,050	3,265,500	-	-
Streets	16,560,500	8,725,000	2,000,000	4,945,750	7,536,100
Stormwater	8,611,125	11,772,925	12,684,500	7,469,400	-
Facilities	2,249,483	86,250	299,000	-	-
Parks	1,165,635	2,031,000	5,444,000	-	-
<b>Master Plans and Studies</b>					
Water	260,000	218,000	-	-	-
Sewer	478,000	-	-	-	-
Planning	195,000	450,000	360,000	60,000	50,000
Stormwater	115,000	-	-	-	-
Parks	120,000	-	-	-	-
<b>Livability Improvements</b>					
Streetscape	497,285	338,750	330,350	312,500	442,500
<b>Annual Maintenance Projects</b>					
Water	725,200	583,750	1,075,950	736,700	1,001,200
Sewer	2,150,000	367,200	712,200	431,600	608,700
Streets	3,480,978	4,572,004	2,655,443	3,213,637	3,679,139
Stormwater	1,558,850	887,350	1,939,600	1,146,100	2,084,500
Facilities	159,800	160,784	161,798	162,841	163,917
<b>Miscellaneous Projects</b>					
Water	590,668	144,888	149,234	153,712	158,322
Sewer	134,000	138,020	142,160	146,426	150,818
Streets	172,425	163,899	273,065	173,881	179,096
Streetscape	13,300	13,699	14,110	14,533	14,969
Stormwater	234,625	131,252	141,244	126,030	136,210
Facilities	26,000	26,780	27,583	28,411	29,263
Information Technology	162,000	168,000	177,000	187,000	168,000
Parks	262,500	658,950	770,958	663,028	665,158
<b>Total 5-Year CIP Forecast</b>	<b>\$ 53,819,774</b>	<b>\$ 69,444,158</b>	<b>\$ 34,693,695</b>	<b>\$ 19,971,549</b>	<b>\$ 17,067,892</b>
<b>Funding Sources</b>					
Operating Funds	\$ 20,766,105	\$ 23,673,505	\$ 22,716,652	\$ 10,884,237	\$ 8,145,519
Intergovernmental Revenues	554,885	966,533	-	-	-
Urban Renewal	3,980,000	434,500	-	2,945,750	5,536,100
Grants/Contributions	1,778,443	7,560,401	4,626,990	22,000	22,000
System Development Funds	19,584,435	30,183,215	6,121,719	5,085,797	2,364,976
General Fund	1,905,906	1,126,004	1,228,334	1,033,765	999,297
Loan Proceeds	5,250,000	5,500,000	-	-	-
<b>Total Funding Sources</b>	<b>\$ 53,819,774</b>	<b>\$ 69,444,158</b>	<b>\$ 34,693,695</b>	<b>\$ 19,971,549</b>	<b>\$ 17,067,892</b>

## Impact of Capital Projects on Operating Costs

An important aspect of capital improvement planning is the effect that capital projects will have upon future operating budgets. Whether a capital project creates additional marginal operating costs is dependent on whether a project results in an expansion of the City's infrastructure or is primarily a repair, rehabilitation, or upgrade of existing infrastructure. Since various projects will require different levels of ongoing maintenance and repairs, the Public Works Department reviews each individual project after the planning phase is complete to determine its possible increase on operating costs. Estimated "Operations Impact" are included in the description of each project.

	FY 2026-27	FY 2027-28	FY 2028-29	FY 2029-30	FY 2030-31	Total 5-Yr Cumulative Increase to Operating Expenses
<b>Water</b>						
Water Telemetry, Distribution System	\$ 3,000	\$ 3,100	\$ 3,200	\$ 3,300	\$ 3,400	\$ 16,000
Fire Flow Data Collection for System Capacity & Growth	650	650	650	650	650	3,250
Annual - GIS and Water Model Updates	500	500	500	500	500	2,500
<b>Sewer</b>						
Boeckman Road Sanitary Improvements	3,500	3,600	3,750	3,900	4,050	18,800
<b>Streets</b>						
Boeckman Road Improvements	59,350	61,450	63,600	65,850	68,150	318,400
I-5 Pedestrian Bridge	2,600	2,700	2,800	2,900	3,000	14,000
Canyon Creek/Boeckman Roundabout	17,800	18,400	19,050	19,700	20,400	95,350
Pedestrian Enhancements	3,100	3,200	3,300	3,400	3,500	16,500
Signal Improvements	3,100	3,200	3,300	3,400	3,500	16,500
<b>Stormwater</b>						
Gesellschaft Water Well Channel Restoration	4,650	4,800	4,950	5,100	5,300	24,800
Boeckman Creek Flow Mitigation	6,000	6,200	6,400	6,600	6,850	32,050
<b>Parks</b>						
Various Parks Projects	15,500	16,050	16,600	17,200	17,800	83,150
	<u>\$ 119,750</u>	<u>\$ 123,850</u>	<u>\$ 128,100</u>	<u>\$ 132,500</u>	<u>\$ 137,100</u>	<u>\$ 641,300</u>

\*This table does not incorporate potential maintenance savings following project completions.

# Capital Projects

## Summary of Appropriations

	Water	Sewer	Planning	Streets	Streetscape	Stormwater	Facilities	Information Technology	Parks	Total
Capital Project Expense	\$ 2,158,850	\$ 14,404,175	\$ 115,000	\$ 19,043,650	\$ 437,550	\$ 9,347,000	\$ 2,391,783	\$ 162,000	\$ 1,327,850	\$ 49,387,858
Project Management Fees	360,800	691,000	80,000	741,070	51,157	705,250	31,000	-	204,285	2,864,562
General Fund Overhead Fees	107,443	513,000	-	429,183	21,878	467,350	12,500	-	16,000	1,567,354
	<u>\$ 2,627,093</u>	<u>\$ 15,608,175</u>	<u>\$ 195,000</u>	<u>\$ 20,213,903</u>	<u>\$ 510,585</u>	<u>\$ 10,519,600</u>	<u>\$ 2,435,283</u>	<u>\$ 162,000</u>	<u>\$ 1,548,135</u>	<u>\$ 53,819,774</u>

## Summary of Resources

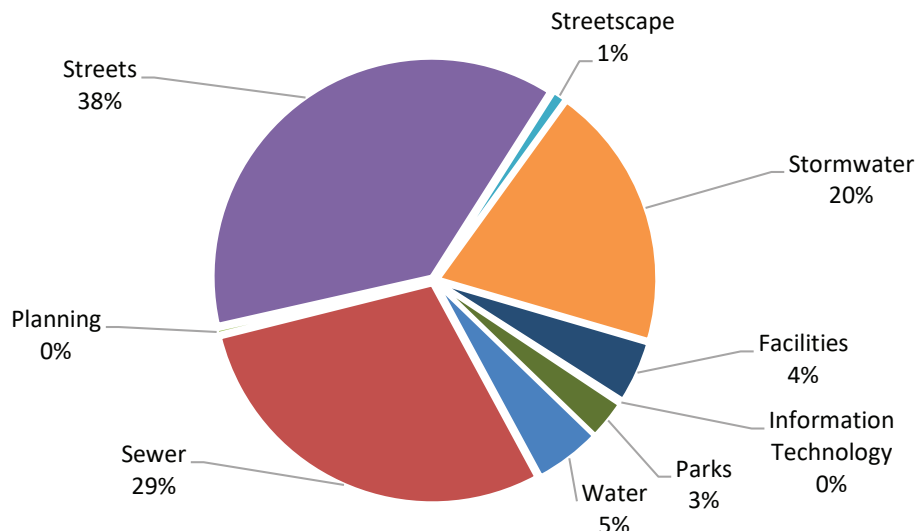
	Water	Sewer	Planning	Streets	Streetscape	Stormwater	Facilities	Information Technology	Parks	Total
Operating Funds	\$ 1,088,132	\$ 7,344,072	\$ -	\$ 3,510,376	\$ 507,925	\$ 8,094,100	\$ 162,500	\$ 59,000	\$ -	\$ 20,766,105
Intergovernmental Revenues	554,885	-	-	-	-	-	-	-	-	554,885
Urban Renewal	-	730,000	-	3,250,000	-	-	-	-	-	3,980,000
Grants/Contributions	-	-	-	-	-	-	1,576,983	-	201,460	1,778,443
System Development Funds	984,076	2,284,103	-	13,453,527	2,660	2,425,500	-	-	434,569	19,584,435
General Fund	-	-	195,000	-	-	-	695,800	103,000	912,106	1,905,906
Loan Proceeds	-	5,250,000	-	-	-	-	-	-	-	5,250,000
	<u>\$ 2,627,093</u>	<u>\$ 15,608,175</u>	<u>\$ 195,000</u>	<u>\$ 20,213,903</u>	<u>\$ 510,585</u>	<u>\$ 10,519,600</u>	<u>\$ 2,435,283</u>	<u>\$ 162,000</u>	<u>\$ 1,548,135</u>	<u>\$ 53,819,774</u>

## Summary by Program

	Water	Sewer	Planning	Streets	Streetscape	Stormwater	Facilities	Information Technology	Parks	Total
Construction Projects	\$ 1,051,225	\$ 12,846,175	\$ -	\$ 16,560,500	\$ -	\$ 8,611,125	\$ 2,249,483	\$ -	\$ 1,165,635	\$ 42,484,143
Master Plans and Studies	260,000	478,000	195,000	-	-	115,000	-	-	120,000	1,168,000
Livability Improvements	-	-	-	-	497,285	-	-	-	-	497,285
Annual Maintenance Projects	725,200	2,150,000	-	3,480,978	-	1,558,850	159,800	-	-	8,074,828
Miscellaneous Projects	590,668	134,000	-	172,425	13,300	234,625	26,000	162,000	262,500	1,595,518
	<u>\$ 2,627,093</u>	<u>\$ 15,608,175</u>	<u>\$ 195,000</u>	<u>\$ 20,213,903</u>	<u>\$ 510,585</u>	<u>\$ 10,519,600</u>	<u>\$ 2,435,283</u>	<u>\$ 162,000</u>	<u>\$ 1,548,135</u>	<u>\$ 53,819,774</u>

The City of Wilsonville’s Capital Improvement Plan is budgeted to meet the demands of a growing community while planning for future development and maintaining existing infrastructure. In addition to the typical construction related projects, the budget also has projects broken down into the following categories: Master Plan & Studies, System Development Reimbursements, Livability Improvements, Annual Maintenance Projects, and Miscellaneous Projects.

## Summary by Program

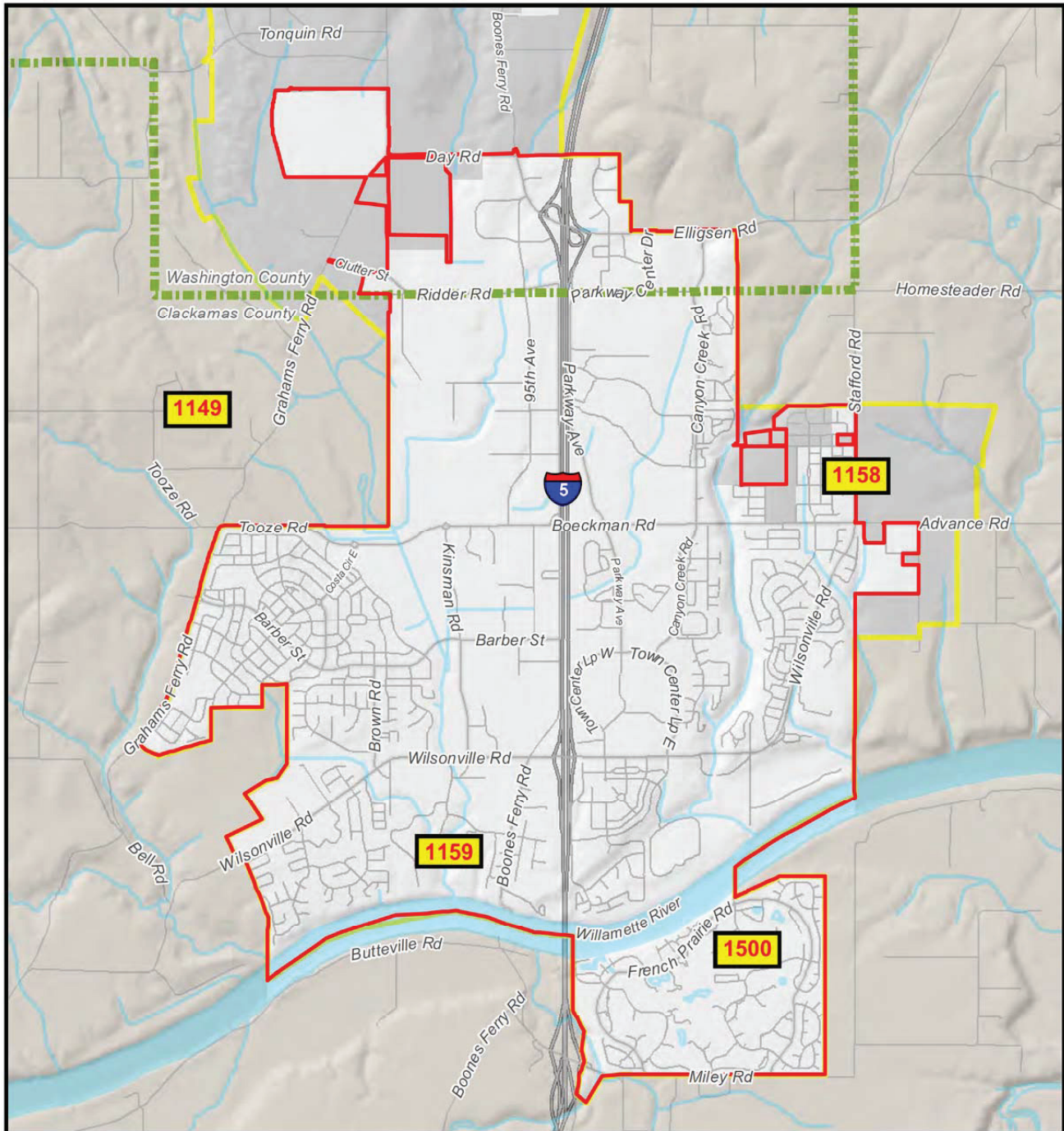




Completion of the Boeckman Road Bridge over Boeckman Creek (CIP #4212).



# Water Projects



**The City of Wilsonville, Oregon**  
Clackamas and Washington Counties

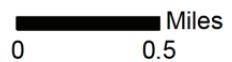


### City Boundaries

- Wilsonville City Limits
- County Boundary
- Urban Growth Bounday (UGB)



4/8/2024



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## Funding Sources

CIP #	Project Name	Water Operating	Water SDC	Frog Pond Fee	WWSP	City of Sherwood	Total Resources
<b>Construction Projects</b>							
1149	West Side Level B Reservoir	\$ -	\$ 41,000	\$ -	\$ -	\$ -	\$ 41,000
1158	Stafford Road Water Extension	-	125,991	539,234	-	-	665,225
1159	WRWTP Water Pump Station Upgrades	112,160	117,955	-	-	114,885	345,000
<b>Master Plan and Studies</b>							
1154	Water Distribution System Master Plan	148,694	111,306	-	-	-	260,000
<b>Annual Maintenance Projects</b>							
1048	Annual - Water Distribution System Miscellaneous Improvements	105,000	-	-	-	-	105,000
1121	Annual - Pipeline/Valve/Hydrant Replacement	105,000	-	-	-	-	105,000
1500	Charbonneau Consolidated Plan - Water Improvements	515,200	-	-	-	-	515,200
<b>Miscellaneous Projects</b>							
1117	Annual - Fire Flow Data Collection	6,668	-	-	-	-	6,668
1127	WWSP Coordination	-	-	-	440,000	-	440,000
1161	AWIA Certification Update	10,000	-	-	-	-	10,000
1990	Annual - CD Department Support for Miscellaneous Projects	20,500	-	-	-	-	20,500
1993	Annual - Water CIP Final Closeout	14,583	10,917	-	-	-	25,500
1995	Annual - Early Planning - Future Water Projects	6,005	4,495	-	-	-	10,500
1998	Annual - 5 Year and Annual Budget Development	4,861	3,639	-	-	-	8,500
1999	Annual - Project Design and Development	39,461	29,539	-	-	-	69,000
		<u>\$ 1,088,132</u>	<u>\$ 444,842</u>	<u>\$ 539,234</u>	<u>\$ 440,000</u>	<u>\$ 114,885</u>	<u>\$ 2,627,093</u>

# Water Projects

## PROJECT SUMMARIES: CONSTRUCTION PROJECTS

### CIP #1149: WEST SIDE LEVEL B RESERVOIR AND OFF-SITE IMPROVEMENTS

This project constructs a 3.0 million gallon storage reservoir in pressure zone B near the intersection of Tooze and Baker Road.

*Priority: High*

*Justification: City Growth*

*Funding Source: Water SDC*

*Status: Continued from FY 2022-23*

*Estimated Date of Completion: FY 2026-27*

*Operations Impact: To be determined*

<i>Project Costs:</i>	Expenses thru FY25	YE Estimates 2025-26	Budget 2026-27	Forecast 2027-28	Forecast 2028-29	Forecast 2029-30	Forecast 2030-31	Project Total
Design & Construction		\$ 2,150,000	\$ 20,000	\$ -	\$ -	\$ -	\$ -	
Project Management Fees		200,000	20,000	-	-	-	-	
General Fund Overhead Fees		107,500	1,000	-	-	-	-	
	<u>\$ 11,393,361</u>	<u>\$ 2,457,500</u>	<u>\$ 41,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 13,891,861</u>

### CIP #1158: STAFFORD ROAD WATER EXTENSION

In conjunction with the Stafford Road Improvements (CIP #4219) and Stafford Road Sewer Extension (CIP #2111), this project will extend water service along Stafford Road between Boeckman Road and Frog Pond Lane to serve Frog Pond East development areas.

*Priority: High*

*Justification: City Growth*

*Funding Sources: Water SDC/Frog Pond Fee*

*Status: Continued from FY 2024-25*

*Estimated Date of Completion: FY 2027-28*

*Operations Impact: To be determined*

<i>Project Costs:</i>	Expenses thru FY25	YE Estimates 2025-26	Budget 2026-27	Forecast 2027-28	Forecast 2028-29	Forecast 2029-30	Forecast 2030-31	Project Total
Design & Construction		\$ 245,000	\$ 614,500	\$ 913,475	\$ -	\$ -	\$ -	
Project Management Fees		30,000	20,000	25,000	-	-	-	
General Fund Overhead Fees		12,250	30,725	45,700	-	-	-	
	<u>\$ 2,926</u>	<u>\$ 287,250</u>	<u>\$ 665,225</u>	<u>\$ 984,175</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,939,576</u>

## CIP #1159: WRWTP FINISH WATER PUMP STATION UPGRADES

This project will add seismic resilience, roof, and HVAC improvements to the finish water pump station (FWPS) at the Willamette River Water Treatment Plant (WRWTP), as well as seismic improvements to the washwater equalization (WWEQ) basin and ozone and chemical system pipe supports. The FWPS roof and HVAC improvements are needed to protect sensitive electrical and controls equipment.

*Priority: High*

*Justification: Aging Infrastructure*

*Funding Source: Water Operating/Water SDC/City of Sherwood*

*Status: New Project*

*Estimated Date of Completion: FY 2027-28*

*Operations Impact: To be determined*

<i>Project Costs:</i>	<b>Expenses thru FY25</b>	<b>YE Estimates 2025-26</b>	<b>Budget 2026-27</b>	<b>Forecast 2027-28</b>	<b>Forecast 2028-29</b>	<b>Forecast 2029-30</b>	<b>Forecast 2030-31</b>	<b>Project Total</b>
Design & Construction		\$ 50,000	\$ 300,000	\$ 2,650,000	\$ -	\$ -	\$ -	
Project Management Fees		20,000	30,000	120,000	-	-	-	
General Fund Overhead Fees		2,500	15,000	132,500	-	-	-	
	<b>\$ -</b>	<b>\$ 72,500</b>	<b>\$ 345,000</b>	<b>\$ 2,902,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,320,000</b>



Completion of the West Side Level B Reservoir on Tooze Road (CIP #1149).

# Water Projects

## PROJECT SUMMARIES: MASTER PLAN & STUDIES

### CIP #1154: WATER DISTRIBUTION SYSTEM MASTER PLAN

The City's last Water System Master Plan was completed in 2012. The City has grown significantly since this time and has also undertaken upsized improvements to provide water to the City of Sherwood. An update to the Water Distribution System Master Plan will examine changes in population, density, and growth patterns, as well as evaluate future capital improvements.

*Priority: High*

*Justification: City Growth*

*Funding Sources: Water Operating/Water SDC*

*Status: Continued from FY 2023-24*

*Estimated Date of Completion: FY 2026-27*

*Operations Impact: Not Applicable*

<i>Project Costs:</i>	Expenses thru FY25	YE Estimates 2025-26	Budget 2026-27	Forecast 2027-28	Forecast 2028-29	Forecast 2029-30	Forecast 2030-31	Project Total
Design & Construction		\$ 300,000	\$ 200,000	\$ -	\$ -	\$ -	\$ -	
Project Management Fees		50,000	50,000	-	-	-	-	
General Fund Overhead Fees		15,000	10,000	-	-	-	-	
	\$ 67,116	\$ 365,000	\$ 260,000	\$ -	\$ -	\$ -	\$ -	\$ 692,116

## PROJECT SUMMARIES: ANNUAL MAINTENANCE PROJECTS

### CIP #1048: WATER DISTRIBUTION SYSTEM MISCELLANEOUS IMPROVEMENTS

Annual budget item provides funds to construct minor improvements to the existing water treatment and distribution system that are not captured by larger stand-alone CIP projects. This project provides flexibility to address aging infrastructure maintenance and repair needs.

*Priority: Medium*

*Justification: Aging infrastructure*

*Funding Sources: Water Operating*

*Status: Annual*

*Estimated Date of Completion: Annual*

*Operations Impact: Improvements to help decrease maintenance costs*

<i>Project Costs:</i>	Expenses thru FY25	YE Estimates 2025-26	Budget 2026-27	Forecast 2027-28	Forecast 2028-29	Forecast 2029-30	Forecast 2030-31	Project Total
Design & Construction	Annual	\$ 100,000	\$ 100,000	100000	\$ 100,000	\$ 100,000	\$ 100,000	Annual
Project Management Fees		-	-	-	-	-	-	
General Fund Overhead Fees		5,000	5,000	5,000	5,000	5,000	5,000	
		\$ 105,000	\$ 105,000	\$ 105,000	\$ 105,000	\$ 105,000	\$ 105,000	

## **CIP #1121: ANNUAL - PIPE/VALVE/HYDRANT REPLACEMENT**

The City's 2012 Water Master Plan identifies a number of urgent facility and pipeline replacement and improvement projects needed to increase fire flows, improve hydrant coverage, address hydraulic restrictions, and correct deficiencies of the physical condition of the aging system components.

*Priority: High*

*Justification: Aging Infrastructure/Public Safety*

*Funding Source: Water Operating*

*Status: Annual*

*Estimated Date of Completion: Annual*

*Operations Impact: Improvements to decrease maintenance costs*

<b>Project Costs:</b>	<b>Expenses thru FY25</b>	<b>YE Estimates 2025-26</b>	<b>Budget 2026-27</b>	<b>Forecast 2027-28</b>	<b>Forecast 2028-29</b>	<b>Forecast 2029-30</b>	<b>Forecast 2030-31</b>	<b>Project Total</b>
Design & Construction	Annual	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	Annual
Project Management Fees		-	-	-	-	-	-	
General Fund Overhead Fees		5,000	5,000	5,000	5,000	5,000	5,000	
		<u>\$ 105,000</u>	<u>\$ 105,000</u>	<u>\$ 105,000</u>	<u>\$ 105,000</u>	<u>\$ 105,000</u>	<u>\$ 105,000</u>	

## **CIP #1500: WATER OPERATIONS ALLOCATION TO CHARBONNEAU**

This project provides planning, design, and construction of water rehabilitation projects consistent with the Charbonneau Consolidated Improvement Plan approved by Council in 2014. This is a companion project with CIP #2500, #4500, and #7500. All costs are from original 2014 estimates, elevated to 2026 dollars (67.9% increase for construction costs based on Seattle CCI) and 3% for each year after FY26.

FY 2026-27: Village Greens Circle & Edgewater Lane (construction) - Cost based on 2024 Final Design Cost Estimate, Escalated 3% per year to 2026.

FY 2027-28: French Prairie Phase III & Boones Bend Phase II (design)

FY 2028-29: French Prairie Phase III & Boones Bend Phase II (3/4 construction)

FY 2029-30: French Prairie Phase III & Boones Bend Phase II (1/4 construction) & Mollala Bend Road & Country View Loop (design)

FY 2030-31: Mollala Bend Road & Country View Loop (construction) & Country View Lane Phase II & French Prairie Drive Phase IV & V (design)

*Priority: High*

*Justification: Aging Infrastructure*

*Funding Source: Water Operating*

*Status: Annual*

*Estimated Date of Completion: Ongoing project to be completed in phases*

*Operations Impact: Improvements to decrease maintenance costs*

<b>Project Costs:</b>	<b>Expenses thru FY25</b>	<b>YE Estimates 2025-26</b>	<b>Budget 2026-27</b>	<b>Forecast 2027-28</b>	<b>Forecast 2028-29</b>	<b>Forecast 2029-30</b>	<b>Forecast 2030-31</b>	<b>Project Total</b>
Design & Construction	Annual	\$ -	\$ 448,000	\$ 325,000	\$ 753,000	\$ 458,000	\$ 688,000	Annual
Project Management Fees		-	44,800	32,500	75,300	45,800	68,800	
General Fund Overhead Fees		-	22,400	16,250	37,650	22,900	34,400	
		<u>\$ -</u>	<u>\$ 515,200</u>	<u>\$ 373,750</u>	<u>\$ 865,950</u>	<u>\$ 526,700</u>	<u>\$ 791,200</u>	

# Water Projects

## PROJECT SUMMARIES: MISCELLANEOUS PROJECTS

### **CIP #1117: ANNUAL - FIRE FLOW DATA COLLECTION FOR SYSTEM CAPACITY & GROWTH**

The project conducts annual hydrant flow tests in different zones throughout the City to ensure adequate water supply for fire flow to the City's industrial and commercial businesses.

*Priority: Medium*

*Justification: Public Safety*

*Funding Source: Water Operating*

*Status: Annual*

*Estimated Date of Completion: Annual*

*Operations Impact: Maintenance costs estimated at \$650 per year*

<b>Project Costs:</b>	<b>Expenses thru FY25</b>	<b>YE Estimates 2025-26</b>	<b>Budget 2026-27</b>	<b>Forecast 2027-28</b>	<b>Forecast 2028-29</b>	<b>Forecast 2029-30</b>	<b>Forecast 2030-31</b>	<b>Project Total</b>
Design & Construction	Annual	\$ 6,140	\$ 6,350	\$ 6,518	\$ 6,724	\$ 6,936	\$ 7,154	Annual
Project Management Fees		-	-	-	-	-	-	
General Fund Overhead Fees		307	318	350	350	350	350	
		<u>\$ 6,447</u>	<u>\$ 6,668</u>	<u>\$ 6,868</u>	<u>\$ 7,074</u>	<u>\$ 7,286</u>	<u>\$ 7,504</u>	

### **CIP #1127: WILLAMETTE WATER SUPPLY PROGRAM (WWSP) COORDINATION**

This project provides for city oversight of ongoing design and construction of Willamette Water Supply Program (WWSP) facilities in and through Wilsonville. Per Intergovernmental Agreements - direct costs such as Owners Rep services are reimbursable by WWSP to Wilsonville.

*Priority: High*

*Justification: Regional Growth*

*Funding Source: WWSP*

*Status: Continued from FY 2013-14*

*Estimated Date of Completion: FY 2026-27*

*Operations Impact: Not applicable*

<b>Project Costs:</b>	<b>Expenses thru FY25</b>	<b>YE Estimates 2025-26</b>	<b>Budget 2026-27</b>	<b>Forecast 2027-28</b>	<b>Forecast 2028-29</b>	<b>Forecast 2029-30</b>	<b>Forecast 2030-31</b>	<b>Project Total</b>
Design & Construction		\$ 600,000	\$ 300,000	\$ -	\$ -	\$ -	\$ -	
Project Management Fees		255,000	125,000	-	-	-	-	
General Fund Overhead Fees		30,000	15,000	-	-	-	-	
		<u>\$ 1,806,775</u>	<u>\$ 885,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 3,131,775</u>

## **CIP #1161: AWIA CERTIFICATION UPGRADE**

America’s Water Infrastructure Act (AWIA) required the City to prepare certify a risk and resilience assessment (RRA) and an emergency response plan (ERP) to the EPA. The intitial documents were submitted in 2021 and the next five-year recertification deadlines are RRA - June 30 2026 and ERP - December 31, 2026. The RRA was updated in 2025-26. This project will update the Water Emergency Response Plan.

*Priority: High*

*Justification: Regulatory Requirement*

*Funding Source: Water Operating*

*Status: Continued from FY 2025-26*

*Estimated Date of Completion: FY 2026-27*

*Operations Impact: Not applicable*

<b>Project Costs:</b>	<b>Expenses thru FY25</b>	<b>YE Estimates 2025-26</b>	<b>Budget 2026-27</b>	<b>Forecast 2027-28</b>	<b>Forecast 2028-29</b>	<b>Forecast 2029-30</b>	<b>Forecast 2030-31</b>	<b>Project Total</b>
Design & Construction		\$ 50,000	\$ 10,000	\$ -	\$ -	\$ -	\$ -	
Project Management Fees		-	-	-	-	-	-	
General Fund Overhead Fees		-	-	-	-	-	-	
	<u>\$ -</u>	<u>\$ 50,000</u>	<u>\$ 10,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 60,000</u>

## **CIP #1990: ANNUAL - COMMUNITY DEVELOPMENT SUPPORT FOR MISC. PROJECTS**

This project funds Engineering/Community Development staff support for Water Operations repair or replacement projects as-needed.

*Priority: High*

*Justification: Aging Infrastructure*

*Funding Source: Water Operating*

*Status: Annual*

*Estimated Date of Completion: Annual*

*Operations Impact: Not applicable*

<b>Project Costs:</b>	<b>Expenses thru FY25</b>	<b>YE Estimates 2025-26</b>	<b>Budget 2026-27</b>	<b>Forecast 2027-28</b>	<b>Forecast 2028-29</b>	<b>Forecast 2029-30</b>	<b>Forecast 2030-31</b>	<b>Project Total</b>
Design & Construction	Annual	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Annual
Project Management Fees		11,000	20,500	21,115	21,748	22,401	23,073	
General Fund Overhead Fees		-	-	-	-	-	-	
		<u>\$ 11,000</u>	<u>\$ 20,500</u>	<u>\$ 21,115</u>	<u>\$ 21,748</u>	<u>\$ 22,401</u>	<u>\$ 23,073</u>	

## **CIP #1993: ANNUAL - FINAL CIP CLOSEOUT FROM PRIOR YEARS**

This project funds small project close-out expenditures for projects completed during the previous fiscal year, but which require a limited amount of staff time to complete the paperwork.

*Priority: High*

*Justification: Aging Infrastructure*

*Funding Source: Water Operating/Water SDC*

*Status: Annual*

*Estimated Date of Completion: Annual*

*Operations Impact: Not applicable*

<b>Project Costs:</b>	<b>Expenses thru FY25</b>	<b>YE Estimates 2025-26</b>	<b>Budget 2026-27</b>	<b>Forecast 2027-28</b>	<b>Forecast 2028-29</b>	<b>Forecast 2029-30</b>	<b>Forecast 2030-31</b>	<b>Project Total</b>
Design & Construction	Annual	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Annual
Project Management Fees		15,000	25,500	26,265	27,053	27,865	28,700	
General Fund Overhead Fees		-	-	-	-	-	-	
		<u>\$ 15,000</u>	<u>\$ 25,500</u>	<u>\$ 26,265</u>	<u>\$ 27,053</u>	<u>\$ 27,865</u>	<u>\$ 28,700</u>	

# Water Projects

## CIP #1995: ANNUAL - EARLY PLANNING FOR FUTURE CIP PROJECTS

This project is for staff efforts on future CIP projects which are in the very early stages of project development and study and have not yet been created as a new CIP. This project also covers staff time spent on regional planning efforts, such as Urban/Rural reserves, and issues that will impact future demands and requirements for city infrastructure and services.

*Priority: Medium*

*Justification: City Growth*

*Funding Source: Water Operating/Water SDC*

*Status: Annual*

*Estimated Date of Completion: Annual*

*Operations Impact: Not applicable*

<b>Project Costs:</b>	<b>Expenses thru FY25</b>	<b>YE Estimates 2025-26</b>	<b>Budget 2026-27</b>	<b>Forecast 2027-28</b>	<b>Forecast 2028-29</b>	<b>Forecast 2029-30</b>	<b>Forecast 2030-31</b>	<b>Project Total</b>
Design & Construction	Annual	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Annual
Project Management Fees		5,000	10,500	10,815	11,139	11,474	11,818	
General Fund Overhead Fees		-	-	-	-	-	-	
		<u>\$ 5,000</u>	<u>\$ 10,500</u>	<u>\$ 10,815</u>	<u>\$ 11,139</u>	<u>\$ 11,474</u>	<u>\$ 11,818</u>	

## CIP #1998: ANNUAL - 5-YEAR AND ANNUAL BUDGET DEVELOPMENT

This project funds staff time expenditures for developing and managing the annual capital project budget and the 5-year capital improvement program, which includes prioritizing projects from the City's master plans.

*Priority: High*

*Justification: Fiscal planning for CIPs*

*Funding Source: Water Operating/Water SDC*

*Status: Annual*

*Estimated Date of Completion: Annual*

*Operations Impact: Not applicable*

<b>Project Costs:</b>	<b>Expenses thru FY25</b>	<b>YE Estimates 2025-26</b>	<b>Budget 2026-27</b>	<b>Forecast 2027-28</b>	<b>Forecast 2028-29</b>	<b>Forecast 2029-30</b>	<b>Forecast 2030-31</b>	<b>Project Total</b>
Design & Construction	Annual	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Annual
Project Management Fees		8,500	8,500	8,755	9,018	9,288	9,567	
General Fund Overhead Fees		-	-	-	-	-	-	
		<u>\$ 8,500</u>	<u>\$ 8,500</u>	<u>\$ 8,755</u>	<u>\$ 9,018</u>	<u>\$ 9,288</u>	<u>\$ 9,567</u>	

## CIP #1999: ANNUAL - PROJECT DESIGN & DEVELOPMENT

This annual project is used to fund the design and development of unplanned or emergency projects that arise throughout the year. As these funds are used, they are recorded to appropriate project account numbers.

*Priority: High*

*Justification: Unanticipated and emergency projects*

*Funding Source: Water Operating/Water SDC*

*Status: Annual*

*Estimated Date of Completion: Annual*

*Operations Impact: Not applicable*

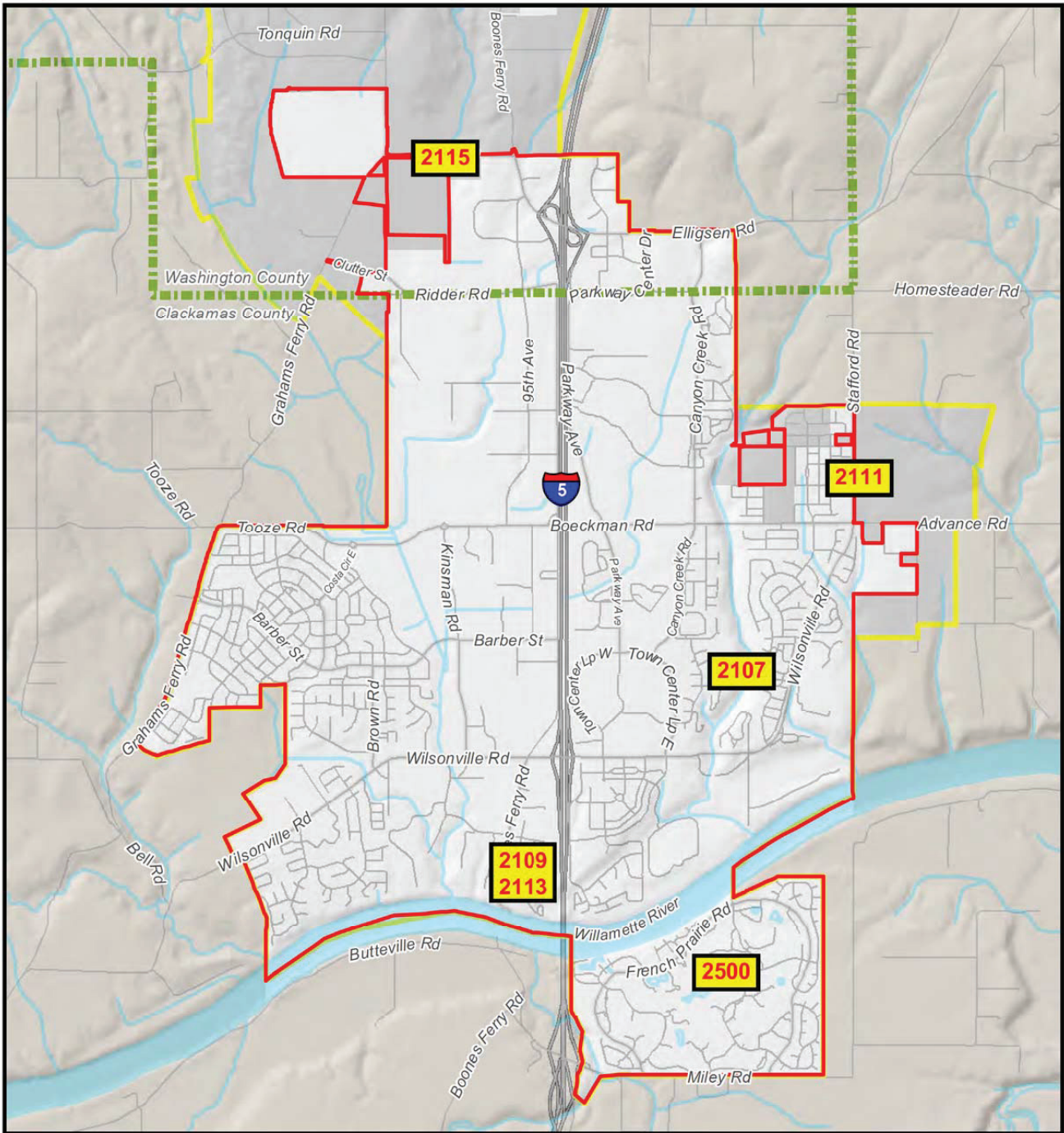
<b>Project Costs:</b>	<b>Expenses thru FY25</b>	<b>YE Estimates 2025-26</b>	<b>Budget 2026-27</b>	<b>Forecast 2027-28</b>	<b>Forecast 2028-29</b>	<b>Forecast 2029-30</b>	<b>Forecast 2030-31</b>	<b>Project Total</b>
Design & Construction	Annual	\$ 64,000	\$ 60,000	\$ 62,470	\$ 64,402	\$ 66,348	\$ 68,305	Annual
Project Management Fees		-	6,000	5,450	5,600	5,750	5,940	
General Fund Overhead Fees		3,200	3,000	3,150	3,200	3,300	3,415	
		<u>\$ 67,200</u>	<u>\$ 69,000</u>	<u>\$ 71,070</u>	<u>\$ 73,202</u>	<u>\$ 75,398</u>	<u>\$ 77,660</u>	

# Water Projects

## Five Year Water CIP Forecast Fiscal years 2026-27 through 2030-31

Project Name	Funding Source	2026-27	2027-28	2028-29	2029-30	2030-31
<b>Construction Projects</b>						
West Side Level B Reservoir	Water SDC	\$ 41,000	\$ -	\$ -	\$ -	\$ -
Basalt Creek Parkway Waterline	Water SDC	-	1,069,500	-	-	-
Stafford Road Water Extension	Water SDC/Frog Pond Fee	665,225	984,175	-	-	-
WRWTP Water Pump Station Upgrades	Water Ops/Water SDC/Sherwood	345,000	2,902,500	-	-	-
Frog Pond West Water Loop	Water SDC	-	2,026,432	-	-	-
C Level Reservoir Painting	Water Ops	-	-	2,070,000	-	-
Elligsen Reservoirs Painting	Water Ops	-	3,749,000	-	-	-
<b>Master Plan and Studies</b>						
Water Distribution System Master Plan	Water Ops/Water SDC	260,000	-	-	-	-
Water Management and Conservation Plan	Water Ops	-	114,000	-	-	-
Water Rate and SDC Study	Water Ops/Water SDC	-	104,000	-	-	-
<b>Annual Maintenance Projects</b>						
Annual - Water Distribution System Miscellaneous Improvements	Water Ops	105,000	105,000	105,000	105,000	105,000
Annual - Pipeline/Valve/Hydrant Replacement	Water Ops	105,000	105,000	105,000	105,000	105,000
Charbonneau Consolidated Plan - Water Improvements	Water Ops	515,200	373,750	865,950	526,700	791,200
<b>Miscellaneous Projects</b>						
Annual - Fire Flow Data Collection	Water Ops	6,668	6,868	7,074	7,286	7,504
WWSP Coordination	Willamette Water Supply Program	440,000	-	-	-	-
AWIA Certification Update	Water Ops	10,000	-	-	-	-
Annual - CD Department Support for Miscellaneous Projects	Water Ops	20,500	21,115	21,748	22,401	23,073
Annual - Water CIP Final Closeout	Water Ops/Water SDC	25,500	26,265	27,053	27,865	28,700
Annual - Early Planning - Future Water Projects	Water Ops/Water SDC	10,500	10,815	11,139	11,474	11,818
Annual - 5 Year and Annual Budget Development	Water Ops/Water SDC	8,500	8,755	9,018	9,288	9,567
Annual - Project Design and Development	Water Ops/Water SDC	69,000	71,070	73,202	75,398	77,660
		<u>\$ 2,627,093</u>	<u>\$ 11,678,245</u>	<u>\$ 3,295,184</u>	<u>\$ 890,412</u>	<u>\$ 1,159,522</u>
<b>Funding Sources</b>						
Water Operations		\$ 1,088,132	\$ 5,495,867	\$ 3,243,636	\$ 837,317	\$ 1,104,834
Water SDC		444,842	4,422,994	51,548	53,095	54,688
Frog Pond Fee		539,234	-	-	-	-
Loan / Contribution		-	792,851	-	-	-
Willamette Water Supply Program (WWSP)		440,000	-	-	-	-
City of Sherwood		114,885	966,533	-	-	-
Total Funding Sources		<u>\$ 2,627,093</u>	<u>\$ 11,678,245</u>	<u>\$ 3,295,184</u>	<u>\$ 890,412</u>	<u>\$ 1,159,522</u>

# Sewer Projects



<p><b>The City of Wilsonville, Oregon</b> Clackamas and Washington Counties</p>	<p><b>City Boundaries</b></p> <ul style="list-style-type: none"> <li><span style="border: 1px solid red; display: inline-block; width: 15px; height: 10px; margin-right: 5px;"></span> Wilsonville City Limits</li> <li><span style="border-bottom: 1px dashed green; display: inline-block; width: 15px; margin-right: 5px;"></span> County Boundary</li> <li><span style="border: 1px solid yellow; display: inline-block; width: 15px; height: 10px; margin-right: 5px;"></span> Urban Growth Boundary (UGB)</li> </ul>	 <p>4/8/2024</p> <p>0 0.5 Miles</p>
	<p style="text-align: right; font-size: small;">M:\projects\Budget\buo</p>	

## Funding Sources

CIP #	Project Name	Sewer Operating	Sewer SDC	Frog Pond Fund	Loan / Contribution	Coffee Creek URA Fund	Total Resources
<b>Construction Projects</b>							
2107	Boeckman Creek Interceptor	565,680	\$ 634,320	\$ -	\$ 5,000,000	\$ -	\$ 6,200,000
2109	WWTP UV Disinfection Replacement	3,384,175	-	-	-	-	3,384,175
2111	Stafford Road Sewer Extension	-	69,558	226,592	-	-	296,150
2113	WWTP Aeration Basin Expansion	1,057,267	928,583	-	-	-	1,985,850
2115	Coffee Creek - Day Road Sewer Extension	-	-	-	250,000	730,000	980,000
<b>Master Plan and Studies</b>							
2112	Wastewater Collection System Master Plan	134,510	343,490	-	-	-	478,000
<b>Annual Maintenance Projects</b>							
2060	Annual - Sewer Collection System Miscellaneous Improvements	105,000	-	-	-	-	105,000
2500	Charbonneau Consolidated Plan - Sewer Improvements	2,045,000	-	-	-	-	2,045,000
<b>Miscellaneous Projects</b>							
2990	Annual - CD Department Support for Miscellaneous Projects	20,500	-	-	-	-	20,500
2993	Annual - Sewer CIP Final Closeout	7,176	18,324	-	-	-	25,500
2995	Annual - Early Planning - Future Sewer Projects	2,955	7,545	-	-	-	10,500
2998	Annual - 5 Year and Annual Budget Development	2,392	6,108	-	-	-	8,500
2999	Annual - Project Design and Development	19,417	49,583	-	-	-	69,000
		<u>\$ 7,344,072</u>	<u>\$ 2,057,511</u>	<u>\$ 226,592</u>	<u>\$ 5,250,000</u>	<u>\$ 730,000</u>	<u>\$ 15,608,175</u>

# Sewer Projects

## PROJECT SUMMARIES: CONSTRUCTION PROJECTS

### CIP #2107: BOECKMAN CREEK INTERCEPTOR

In conjunction with the Boeckman Creek Regional Trail South project (CIP #9150), this project will upsize the existing Boeckman Creek Interceptor sanitary sewer line to serve both Frog Pond East and South development areas and must be replaced and upsized prior to development of this area.

*Priority: High*

*Justification: City Growth*

*Funding Sources: Sewer Operating/Sewer SDCs*

*Status: Continued from FY 2022-23*

*Estimated Date of Completion: FY 2027-28*

*Operations Impact: To be determined at completion of planning phase*

<i>Project Costs:</i>	Expenses thru FY25	YE Estimates 2025-26	Budget 2026-27	Forecast 2027-28	Forecast 2028-29	Forecast 2029-30	Forecast 2030-31	Project Total
Design & Construction		\$ 750,000	\$ 5,800,000	\$ 12,967,500	\$ -	\$ -	\$ -	
Project Management Fees		90,000	110,000	110,000	-	-	-	
General Fund Overhead Fees		37,500	290,000	682,500	-	-	-	
	<u>\$ 2,494,245</u>	<u>\$ 877,500</u>	<u>\$ 6,200,000</u>	<u>\$ 13,760,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 23,331,745</u>

### CIP #2109: WWTP UV DISINFECTION REPLACEMENT

This project will replace the outdated backup UV disinfection system at the Wastewater Treatment Plant (WWTP). The new system will enhance disinfection reliability, ensure compliance with regulatory standards, and provide critical redundancy during peak flows or primary system maintenance.

*Priority: High*

*Justification: Aging Infrastructure/Public Safety*

*Funding Sources: Sewer Operating*

*Status: Continued from FY 2023-24*

*Estimated Date of Completion: FY 2026-27*

*Operations Impact: Improvements to help decrease maintenance costs*

<i>Project Costs:</i>	Expenses thru FY25	YE Estimates 2025-26	Budget 2026-27	Forecast 2027-28	Forecast 2028-29	Forecast 2029-30	Forecast 2030-31	Project Total
Design & Construction		\$ 350,000	\$ 3,108,738	\$ -	\$ -	\$ -	\$ -	
Project Management Fees		50,000	120,000	-	-	-	-	
Engineering Administration		17,500	155,437	-	-	-	-	
	<u>\$ 209,003</u>	<u>\$ 417,500</u>	<u>\$ 3,384,175</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 4,010,678</u>

## CIP #2111: STAFFORD ROAD SEWER EXTENSION

In conjunction with the Stafford Road Improvements (CIP #4219) and Stafford Road Waterline Extension (CIP #1158), this project will extend sewer service along Stafford Road between Boeckman Road and Frog Pond Lane to serve Frog Pond East development areas.

*Priority: High*

*Justification: City Growth*

*Funding Sources: Sewer SDCs/Frog Pond Fee*

*Status: Continued from FY 2024-25*

*Estimated Date of Completion: FY 2026-27*

*Operations Impact: To be determined at completion of planning phase*

<i>Project Costs:</i>	Expenses thru FY25	YE Estimates 2025-26	Budget 2026-27	Forecast 2027-28	Forecast 2028-29	Forecast 2029-30	Forecast 2030-31	Project Total
Design & Construction		\$ 305,000	\$ 263,000	\$ 388,800	\$ -	\$ -	\$ -	
Project Management Fees		30,000	20,000	26,250	-	-	-	
General Fund Overhead Fees		15,250	13,150	19,450	-	-	-	
	<u>\$ 2,926</u>	<u>\$ 350,250</u>	<u>\$ 296,150</u>	<u>\$ 434,500</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,083,826</u>

## CIP #2113: WWTP AERATION BASIN EXPANSION

This project constructs a fourth aeration basin and a seventh blower to expand secondary treatment capacity at the Wastewater Treatment Plant. The project includes supporting seismic improvements and geotechnical foundation mitigation as identified in the 2023 Wastewater Treatment Plant Master Plan.

*Priority: High*

*Justification: City Growth*

*Funding Sources: Sewer SDCs/Sewer Operating*

*Status: Continued from FY 2025-26*

*Estimated Date of Completion: FY 2027-28*

*Operations Impact: To be determined at completion of planning phase*

<i>Project Costs:</i>	Expenses thru FY25	YE Estimates 2025-26	Budget 2026-27	Forecast 2027-28	Forecast 2028-29	Forecast 2029-30	Forecast 2030-31	Project Total
Design & Construction		\$ 200,000	\$ 1,777,000	\$ 8,389,973	\$ -	\$ -	\$ -	
Project Management Fees		40,000	120,000	150,000	-	-	-	
General Fund Overhead Fees		10,000	88,850	441,578	-	-	-	
	<u>\$ -</u>	<u>\$ 250,000</u>	<u>\$ 1,985,850</u>	<u>\$ 8,981,550</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 11,217,400</u>

# Sewer Projects

## **CIP #2115: COFFEE CREEK - DAY ROAD SEWER EXTENSION**

This project extends a sewer main on Day Road from Garden Acres Road to Boones Ferry Road and will provide additional capacity to support industrial development within Coffee Creek and Basalt Creek industrial areas.

*Priority: High*

*Justification: City Growth*

*Funding Sources: Coffee Creek URA/Forgivable Loan*

*Status: Continued from FY 2025-26*

*Estimated Date of Completion: FY 2027-28*

*Operations Impact: To be determined at completion of planning phase*

<b>Project Costs:</b>	<b>Expenses thru FY25</b>	<b>YE Estimates 2025-26</b>	<b>Budget 2026-27</b>	<b>Forecast 2027-28</b>	<b>Forecast 2028-29</b>	<b>Forecast 2029-30</b>	<b>Forecast 2030-31</b>	<b>Project Total</b>
Design & Construction		\$ 100,000	\$ 880,000	\$ 2,796,100	\$ -	\$ -	\$ -	
Project Management Fees		15,000	100,000	150,000	-	-	-	
General Fund Overhead Fees		-	-	133,900	-	-	-	
	\$ -	\$ 115,000	\$ 980,000	\$ 3,080,000	\$ -	\$ -	\$ -	\$ 4,175,000



Rendering of Sewer Vactor Truck Design Access Design for Boeckman Creek Sewer Interceptor and Trail (CIP #2107).

**PROJECT SUMMARIES: MASTER PLAN AND STUDIES**

**CIP #2112: WASTEWATER COLLECTION SYSTEM MASTER PLAN**

This project will update the Wastewater Collection System Master Plan, last revised in 2015. The updated plan will evaluate system capacity, identify infrastructure needs, and guide future investments to support growth and regulatory compliance.

*Priority: High*

*Justification: City Growth*

*Funding Sources: Sewer Operating/Sewer SDC*

*Status: New Project*

*Estimated Date of Completion: FY 2026-27*

*Operations Impact: Not applicable*

<i>Project Costs:</i>	Expenses thru FY25	YE Estimates 2025-26	Budget 2026-27	Forecast 2027-28	Forecast 2028-29	Forecast 2029-30	Forecast 2030-31	Project Total
Design & Construction		\$ -	\$ 360,000	\$ -	\$ -	\$ -	\$ -	
Project Management Fees		-	100,000	-	-	-	-	
General Fund Overhead Fees		-	18,000	-	-	-	-	
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 478,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 478,000</u>

**PROJECT SUMMARIES: ANNUAL MAINTENANCE PROJECTS**

**CIP #2060: MISCELLANEOUS SMALL SEWER PROJECTS**

This annual budget project provides funds for small replacement and repair projects that arise throughout the year and are not covered by another CIP project.

*Priority: Medium*

*Justification: Aging Infrastructure*

*Funding Sources: Sewer Operating*

*Status: Annual*

*Estimated Date of Completion: Annual*

*Operations Impact: Improvements to help decrease maintenance costs*

<i>Project Costs:</i>	Expenses thru FY25	YE Estimates 2025-26	Budget 2026-27	Forecast 2027-28	Forecast 2028-29	Forecast 2029-30	Forecast 2030-31	Project Total
Design & Construction	Annual	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	Annual
Project Management Fees		-	-	-	-	-	-	
General Fund Overhead Fees		5,000	5,000	5,000	5,000	5,000	5,000	
		<u>\$ 105,000</u>	<u>\$ 105,000</u>	<u>\$ 105,000</u>	<u>\$ 105,000</u>	<u>\$ 105,000</u>	<u>\$ 105,000</u>	

# Sewer Projects

## CIP #2500: SEWER OPERATIONS ALLOCATION TO CHARBONNEAU

This project provides planning, design, and construction of sewer rehabilitation projects consistent with the Charbonneau Consolidated Improvement Plan approved by Council in 2014. This is a companion project with CIP #1500, #4500, and #7500. All costs are from original 2014 estimates, elevated to 2026 dollars (67.9% increase for construction costs based on Seattle CCI) and 3% for each year after FY26.

FY 2026-27: Village Greens Circle & Edgewater Lane (construction) - Cost based on 2024 Final Design Cost Estimate, Escalated 3% per year to 2026.

FY 2027-28: French Prairie Phase III & Boones Bend Phase II (design)

FY 2028-29: French Prairie Phase III & Boones Bend Phase II (3/4 construction)

FY 2029-30: French Prairie Phase III & Boones Bend Phase II (1/4 construction) & Mollala Bend Road & Country View Loop (design)

FY2030-31: Mollala Bend Road & Country View Loop (construction) & Country View Lane Phase II & French Prairie Drive Phase IV & V (design).

*Priority: High*

*Justification: Aging infrastructure*

*Funding Sources: Sewer Operating*

*Status: Annual*

*Estimated Date of Completion: Ongoing project to be completed in phases*

*Operations Impact: Improvements to decrease maintenance costs*

<b>Project Costs:</b>	<b>Expenses thru FY25</b>	<b>YE Estimates 2025-26</b>	<b>Budget 2026-27</b>	<b>Forecast 2027-28</b>	<b>Forecast 2028-29</b>	<b>Forecast 2029-30</b>	<b>Forecast 2030-31</b>	<b>Project Total</b>
Design & Construction	Annual	\$ -	\$ 1,900,000	\$ 244,050	\$ 565,150	\$ 303,950	\$ 468,800	Annual
Project Management Fees		-	50,000	5,950	13,800	7,450	11,450	
General Fund Overhead Fees		-	95,000	12,200	28,250	15,200	23,450	
		<u>\$ -</u>	<u>\$ 2,045,000</u>	<u>\$ 262,200</u>	<u>\$ 607,200</u>	<u>\$ 326,600</u>	<u>\$ 503,700</u>	

## PROJECT SUMMARIES: MISCELLANEOUS PROJECTS

### CIP #2990: ANNUAL - COMMUNITY DEVELOPMENT SUPPORT FOR MISC. PROJECTS

This project funds as-needed Engineering/Community Development staff support for miscellaneous Sewer Operations repair or replacement projects that are generally performed or contracted for directly by the Public Works Department and do not include budgeted staff overhead.

*Priority: High*

*Justification: Aging Infrastructure*

*Funding Sources: Sewer Operating*

*Status: Annual*

*Estimated Date of Completion: Annual*

*Operations Impact: Not applicable*

<b>Project Costs:</b>	<b>Expenses thru FY25</b>	<b>YE Estimates 2025-26</b>	<b>Budget 2026-27</b>	<b>Forecast 2027-28</b>	<b>Forecast 2028-29</b>	<b>Forecast 2029-30</b>	<b>Forecast 2030-31</b>	<b>Project Total</b>
Design & Construction	Annual	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Annual
Project Management Fees		11,000	20,500	21,115	21,748	22,401	23,073	
General Fund Overhead Fees		-	-	-	-	-	-	
		<u>\$ 11,000</u>	<u>\$ 20,500</u>	<u>\$ 21,115</u>	<u>\$ 21,748</u>	<u>\$ 22,401</u>	<u>\$ 23,073</u>	

## **CIP #2993: ANNUAL - FINAL CIP CLOSEOUT FROM PRIOR YEARS**

This project funds small project close-out expenditures for projects fundamentally completed during the previous fiscal year, and not budgeted during the current fiscal year, but which require a limited amount of staff time to complete the project closeout paperwork.

*Priority: High*

*Justification: City Growth*

*Funding Sources: Sewer Operating/Sewer SDC*

*Status: Annual*

*Estimated Date of Completion: Annual*

*Operations Impact: Not applicable*

<b>Project Costs:</b>	<b>Expenses thru FY25</b>	<b>YE Estimates 2025-26</b>	<b>Budget 2026-27</b>	<b>Forecast 2027-28</b>	<b>Forecast 2028-29</b>	<b>Forecast 2029-30</b>	<b>Forecast 2030-31</b>	<b>Project Total</b>
Design & Construction	Annual	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Annual
Project Management Fees		13,000	25,500	26,265	27,053	27,865	28,700	
General Fund Overhead Fees		-	-	-	-	-	-	
		<u>\$ 13,000</u>	<u>\$ 25,500</u>	<u>\$ 26,265</u>	<u>\$ 27,053</u>	<u>\$ 27,865</u>	<u>\$ 28,700</u>	

## **CIP #2995: ANNUAL - EARLY PLANNING FOR FUTURE CIP PROJECTS**

This project is for staff efforts on future CIP projects which are at very early stages of project development and study, and have not yet been created as a new CIP. This project also covers staff time spent on regional planning efforts, such as Urban/Rural reserves, and issues that will impact future demands and requirements on City infrastructure and services, specifically sewer system capacity planning.

*Priority: Medium*

*Justification: City Growth*

*Funding Sources: Sewer Operating/Sewer SDC*

*Status: Annual*

*Estimated Date of Completion: Annual*

*Operations Impact: Not applicable*

<b>Project Costs:</b>	<b>Expenses thru FY25</b>	<b>YE Estimates 2025-26</b>	<b>Budget 2026-27</b>	<b>Forecast 2027-28</b>	<b>Forecast 2028-29</b>	<b>Forecast 2029-30</b>	<b>Forecast 2030-31</b>	<b>Project Total</b>
Design & Construction	Annual	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Annual
Project Management Fees		6,000	10,500	10,815	11,139	11,474	11,818	
General Fund Overhead Fees		-	-	-	-	-	-	
		<u>\$ 6,000</u>	<u>\$ 10,500</u>	<u>\$ 10,815</u>	<u>\$ 11,139</u>	<u>\$ 11,474</u>	<u>\$ 11,818</u>	

# Sewer Projects

## CIP #2998: ANNUAL - 5-YEAR AND ANNUAL BUDGET DEVELOPMENT

This line item budgets for staff time expenditures for developing and managing the annual sewer capital project budget and the 5 year sewer capital improvement program, and includes prioritizing projects from the City's master plans.

*Priority: High*

*Justification: Fiscal planning for CIPs*

*Funding Sources: Sewer Operating/Sewer SDC*

*Status: Annual*

*Estimated Date of Completion: Annual*

*Operations Impact: Not applicable*

<b>Project Costs:</b>	<b>Expenses thru FY25</b>	<b>YE Estimates 2025-26</b>	<b>Budget 2026-27</b>	<b>Forecast 2027-28</b>	<b>Forecast 2028-29</b>	<b>Forecast 2029-30</b>	<b>Forecast 2030-31</b>	<b>Project Total</b>
Design & Construction	Annual	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Annual
Project Management Fees		8,500	8,500	8,755	9,018	9,288	9,567	
General Fund Overhead Fees		-	-	-	-	-	-	
		<u>\$ 8,500</u>	<u>\$ 8,500</u>	<u>\$ 8,755</u>	<u>\$ 9,018</u>	<u>\$ 9,288</u>	<u>\$ 9,567</u>	

## CIP #2999: ANNUAL - PROJECT DESIGN & DEVELOPMENT

This annual project is used to fund the design and development of unplanned or emergency projects that arise throughout the year until a new budget line item can be created through the supplemental budget process. As these funds are used, they are recorded to appropriate project account numbers.

*Priority: High*

*Justification: Unanticipated and emergency projects*

*Funding Sources: Sewer Operating/Sewer SDC*

*Status: Annual*

*Estimated Date of Completion: Annual*

*Operations Impact: Not applicable*

<b>Project Costs:</b>	<b>Expenses thru FY25</b>	<b>YE Estimates 2025-26</b>	<b>Budget 2026-27</b>	<b>Forecast 2027-28</b>	<b>Forecast 2028-29</b>	<b>Forecast 2029-30</b>	<b>Forecast 2030-31</b>	<b>Project Total</b>
Design & Construction	Annual	\$ 30,000	\$ 60,000	\$ 62,509	\$ 64,384	\$ 66,316	\$ 68,305	Annual
Project Management Fees		-	6,000	5,436	5,599	5,767	5,940	
General Fund Overhead Fees		1,500	3,000	3,125	3,219	3,316	3,415	
		<u>\$ 31,500</u>	<u>\$ 69,000</u>	<u>\$ 71,070</u>	<u>\$ 73,202</u>	<u>\$ 75,398</u>	<u>\$ 77,660</u>	

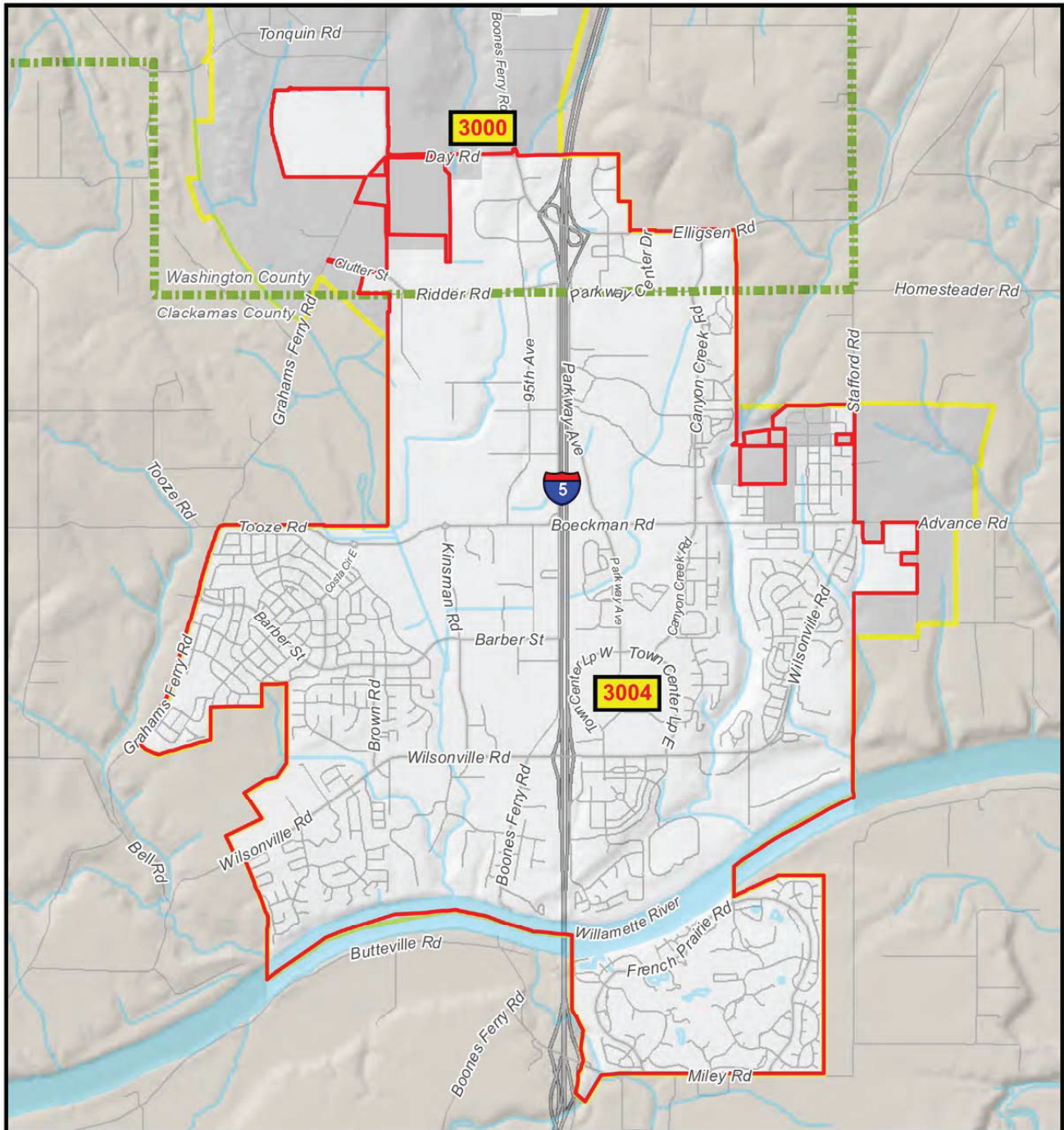
# Sewer Projects

## Five Year Sewer CIP Forecast Fiscal years 2026-27 through 2030-31

Project Name	Funding Source	2026-27	2027-28	2028-29	2029-30	2030-31
<b>Construction Projects</b>						
Boeckman Creek Interceptor	Sewer Ops/Sewer SDC	\$ 6,200,000	\$ 13,760,000	\$ -	\$ -	\$ -
WWTP UV Disinfection Replacement	Sewer Ops	3,384,175	-	-	-	-
Stafford Road Sewer Extension	Sewer SDC/Frog Pond Fee	296,150	434,500	-	-	-
WWTP Aeration Basin Expansion	Sewer Ops/Sewer SDC	1,985,850	8,981,550	-	-	-
Coffee Creek - Day Road Sewer Extension	Coffee Creek Urban Renewal	980,000	3,080,000	-	-	-
Coffee Creek Interceptor Railroad Undercrossing	Sewer Ops/Sewer SDC	-	203,000	665,000	-	-
Coffee Creek Interceptor Phase II	Sewer Ops/Sewer SDC	-	615,000	2,497,000	-	-
WWTP Fiber Optic Connection	Sewer Ops/Sewer SDC	-	-	103,500	-	-
<b>Master Plan and Studies</b>						
Wastewater Collection System Master Plan	Sewer Ops/Sewer SDC	478,000	-	-	-	-
<b>Annual Maintenance Projects</b>						
Annual - Sewer Collection System Miscellaneous Improvements	Sewer Ops	105,000	105,000	105,000	105,000	105,000
Charbonneau Consolidated Plan - Sewer Improvements	Sewer Ops	2,045,000	262,200	607,200	326,600	503,700
<b>Miscellaneous Projects</b>						
Annual - CD Department Support for Miscellaneous Projects	Sewer Ops	20,500	21,115	21,748	22,401	23,073
Annual - Sewer CIP Final Closeout	Sewer Ops/Sewer SDC	25,500	26,265	27,053	27,865	28,700
Annual - Early Planning - Future Sewer Projects	Sewer Ops/Sewer SDC	10,500	10,815	11,139	11,474	11,818
Annual - 5 Year and Annual Budget Development	Sewer Ops/Sewer SDC	8,500	8,755	9,018	9,288	9,567
Annual - Project Design and Development	Sewer Ops/Sewer SDC	69,000	71,070	73,202	75,398	77,660
		<u>\$ 15,608,175</u>	<u>\$ 27,579,270</u>	<u>\$ 4,119,860</u>	<u>\$ 578,026</u>	<u>\$ 759,518</u>
<b>Funding Sources</b>						
Sewer Ops		\$ 7,344,072	\$ 7,022,153	\$ 1,929,635	\$ 488,902	\$ 667,720
Sewer SDC		2,057,511	11,542,617	2,190,225	89,124	91,798
Loan / Contribution		5,250,000	5,500,000	-	-	-
Frog Pond Fee		226,592	3,080,000	-	-	-
Coffee Creek Urban Renewal*		730,000	434,500	-	-	-
Total Funding Sources		<u>\$ 15,608,175</u>	<u>\$ 27,579,270</u>	<u>\$ 4,119,860</u>	<u>\$ 578,026</u>	<u>\$ 759,518</u>

\*Available Coffee Creek URA funding for future projects dependent upon growth within the District

# Planning Projects



**The City of Wilsonville, Oregon**  
Clackamas and Washington Counties

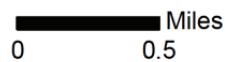


### City Boundaries

- Wilsonville City Limits
- County Boundary
- Urban Growth Bounday (UGB)



4/8/2024



Funding Sources

CIP #	Project Name	General Fund	Total Resources
<b>Master Plan and Studies</b>			
3000	Basalt Creek Planning	\$ 95,000	\$ 95,000
3004	Town Center Plan Implementation	70,000	70,000
3010	Trasportation System Plan Update	30,000	30,000
		<u>\$ 195,000</u>	<u>\$ 195,000</u>

**PROJECT SUMMARIES: MASTER PLAN AND STUDIES**

**CIP #3000: BASALT CREEK PLANNING**

Conduct additional infrastructure analysis and planning to position the Basalt Creek planning area to be development ready. Adoption of the Basalt Creek Master Plan including West Railroad planning area. Adopt zoning and comprehensive plan amendments. Fulfills prior Council goal on economic development and prepares the City for future growth.

*Priority: High*

*Justification: Future growth and economic development*

*Funding Sources: General Fund/Grants/Contributions*

*Status: Continued from FY 2013-14*

*Estimated Date of Completion: FY 2026-27*

*Operations Impact: Not applicable*

<i>Project Costs:</i>	Expenses thru FY25	YE Estimates 2025-26	Budget 2026-27	Forecast 2027-28	Forecast 2028-29	Forecast 2029-30	Forecast 2030-31	Project Total
Design & Construction		\$ 158,309	\$ 75,000	\$ -	\$ -	\$ -	\$ -	
Project Management Fees		123,252	20,000	-	-	-	-	
General Fund Overhead Fees		-	-	-	-	-	-	
	<u>\$ 860,457</u>	<u>\$ 281,561</u>	<u>\$ 95,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,237,018</u>

# Planning Projects

## **CIP #3004: TOWN CENTER CONCEPT PLAN IMPLEMENTATION**

Continue to implement recommendations from the Town Center Plan including: building public-private partnerships for development in Town Center, programming and marketing programs, and placemaking events and projects. Several of these initiatives will be completed in partnership with the Economic Development Manager.

Currently the budget identifies general fund as the source for funding. However, as applicable the project team will seek additional funds, including grant funds, to pay for some of the action items identified above for the project.

*Priority: Medium*

*Justification: Future Growth*

*Funding Sources: General Fund*

*Status: Continued from FY 2015-16*

*Estimated Date of Completion: FY 2030-31*

*Operations Impact: Not applicable*

<b>Project Costs:</b>	<b>Expenses thru FY25</b>	<b>YE Estimates 2025-26</b>	<b>Budget 2026-27</b>	<b>Forecast 2027-28</b>	<b>Forecast 2028-29</b>	<b>Forecast 2029-30</b>	<b>Forecast 2030-31</b>	<b>Project Total</b>
Design & Construction		\$ 40,000	\$ 40,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	
Project Management Fees		30,000	30,000	15,000	15,000	15,000	15,000	
General Fund Overhead Fees		-	-	-	-	-	-	
	<u>\$ 1,344,696</u>	<u>\$ 70,000</u>	<u>\$ 70,000</u>	<u>\$ 50,000</u>	<u>\$ 50,000</u>	<u>\$ 50,000</u>	<u>\$ 50,000</u>	<u>\$ 1,684,696</u>

## **CIP #3010: TRANSPORTATION SYSTEM PLAN UPDATE**

The last major update of the Transportation System Plan (TSP) was 2013. The TSP is the City’s long-term transportation plan and is a sub-element of its Comprehensive Plan. It includes policies, projects, and programs that could be implemented through the City’s Capital Improvement Plan, development requirements, or grant funding. The City’s Housing Needs/ Capacity Analysis and Employment Opportunity Analysis are currently underway, which will result in updated long-range growth and urban reserve policy recommendations. As a result, the City’s TSP will need to be updated to reflect these policy recommendations and re-evaluate transportation needs, services and facilities. In July 2022 State Climate-Friendly and Equitable Communities (CFEC) rules mandated local code and transportation plan updates. The City obtained an alternative (later) deadline for updating its transportation performance measures to integrate CFEC rules and criteria, along with other CFEC requirements, to time of Major TSP update.

*Priority: Medium*

*Justification: Council Goal*

*Funding Sources: General Fund/Grants/Contributions*

*Status: New Project*

*Estimated Date of Completion: FY 2029-30*

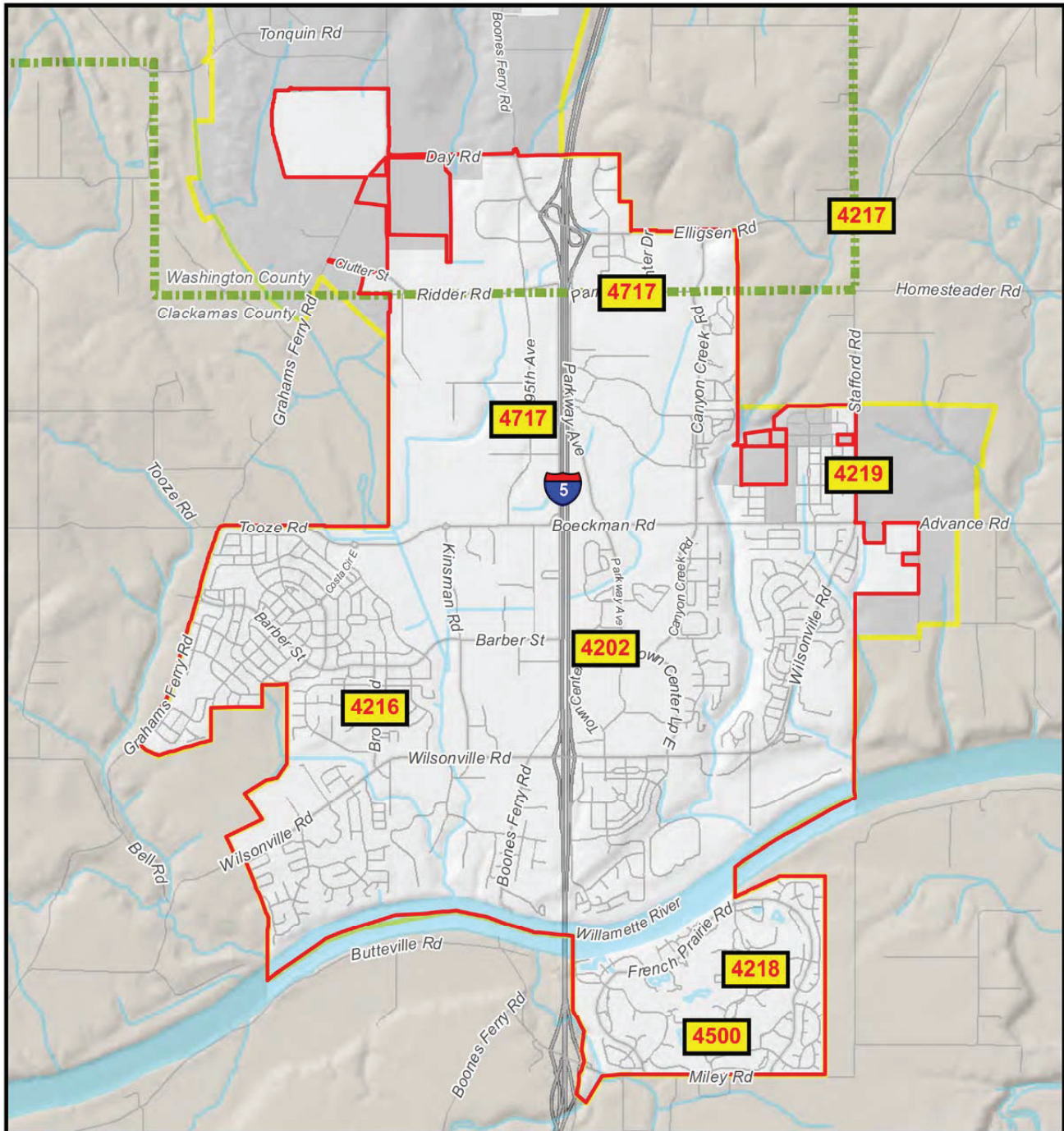
*Operations Impact: Not applicable*

<b>Project Costs:</b>	<b>Expenses thru FY25</b>	<b>YE Estimates 2025-26</b>	<b>Budget 2026-27</b>	<b>Forecast 2027-28</b>	<b>Forecast 2028-29</b>	<b>Forecast 2029-30</b>	<b>Forecast 2030-31</b>	<b>Project Total</b>
Design & Construction		\$ -	\$ -	\$ 200,000	\$ 155,000	\$ 5,000	\$ -	
Project Management Fees		-	30,000	200,000	155,000	5,000	-	
General Fund Overhead Fees		-	-	-	-	-	-	
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 30,000</u>	<u>\$ 400,000</u>	<u>\$ 310,000</u>	<u>\$ 10,000</u>	<u>\$ -</u>	<u>\$ 750,000</u>

## Five Year Planning CIP Forecast Fiscal years 2026-27 through 2030-31

Project Name	Funding Source	2026-27	2027-28	2028-29	2029-30	2030-31
<b>Master Plan and Studies</b>						
Basalt Creek Planning	General Fund	\$ 95,000	\$ -	\$ -	\$ -	\$ -
Town Center Plan Implementation	General Fund	70,000	50,000	50,000	50,000	50,000
Trasportation System Plan Update	General Fund/Grants	30,000	400,000	310,000	10,000	-
		<u>\$ 195,000</u>	<u>\$ 450,000</u>	<u>\$ 360,000</u>	<u>\$ 60,000</u>	<u>\$ 50,000</u>
<b>Funding Sources</b>						
General Fund		\$ 195,000	\$ 150,000	\$ 130,000	\$ 60,000	\$ 50,000
Grants/Contributions		-	300,000	230,000	-	-
Total Funding Sources		<u>\$ 195,000</u>	<u>\$ 450,000</u>	<u>\$ 360,000</u>	<u>\$ 60,000</u>	<u>\$ 50,000</u>

# Streets Projects



**The City of Wilsonville, Oregon**  
Clackamas and Washington Counties

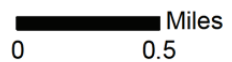


### City Boundaries

- Wilsonville City Limits
- County Boundary
- Urban Growth Boundary (UGB)



4/8/2024



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## Funding Sources

CIP #	Project Name	Road Maint Fee	Road Operating	Road SDC	Frog Pond Fund	Westside URA	Total Resources
<b>Construction Projects</b>							
4202	I-5 Pedestrian Bridge	\$ -	\$ -	\$ 7,400,000	\$ -	\$ -	\$ 7,400,000
4216	Brown Rd Improvements	-	-	-	-	3,250,000	3,250,000
4217	Stafford-65th-Elligsen Roundabout	-	-	282,500	-	-	282,500
4218	French Prairie Road Pathway	-	14,760	5,740	-	-	20,500
4219	Stafford Road Improvements	-	-	2,579,252	3,028,248	-	5,607,500
<b>Annual Maintenance Projects</b>							
4014	Street Maintenance	2,594,673	-	-	-	-	2,594,673
4118	Annual - Signal Improvements	-	313,605	-	-	-	313,605
4500	Charbonneau Consolidated Plan - Street Maintenance	572,700	-	-	-	-	572,700
<b>Miscellaneous Projects</b>							
4192	Transportation Performance Modeling	-	-	10,425	-	-	10,425
4194	5 Year Monitoring: Barber Rd	-	-	2,875	-	-	2,875
4993	Annual - Street CIP Final Closeout	-	1,275	24,225	-	-	25,500
4995	Annual - Early Planning - Future Street Projects	-	2,250	20,250	-	-	22,500
4998	Annual - 5 Year & Annual Budget Development	-	1,050	9,450	-	-	10,500
4999	Annual - Project Design and Development	-	10,063	90,562	-	-	100,625
		<u>\$ 3,167,373</u>	<u>\$ 343,003</u>	<u>\$ 10,425,279</u>	<u>\$ 3,028,248</u>	<u>\$ 3,250,000</u>	<u>\$ 20,213,903</u>

# Streets Projects

## PROJECT SUMMARIES: CONSTRUCTION PROJECTS

### CIP #4202: I-5 PEDESTRIAN BRIDGE

This project will construct a pedestrian and bicycle bridge over Interstate 5, from Town Center Loop West to Boones Ferry/ Barber Street. Design work is complete and the project is ready for construction. Identified funding is for construction grant match.

*Priority: Medium*

*Justification: City Growth*

*Funding Sources: Road SDC*

*Status: Continued from FY 2017-18*

*Estimated Date of Completion: FY 2030-31*

*Operations Impact: Maintenance costs estimated to be \$2,500 annually*

<i>Project Costs:</i>	<b>Expenses thru FY25</b>	<b>YE Estimates 2025-26</b>	<b>Budget 2026-27</b>	<b>Forecast 2027-28</b>	<b>Forecast 2028-29</b>	<b>Forecast 2029-30</b>	<b>Forecast 2030-31</b>	<b>Project Total</b>
Design & Construction		\$ 550,000	\$ 7,400,000	\$ -	\$ 1,904,750	\$ 1,904,750	\$ 1,904,750	
Project Management Fees		15,000	-	-	-	-	-	
General Fund Overhead Fees		27,500	-	-	95,250	95,250	95,250	
	<b>\$ 3,122,968</b>	<b>\$ 592,500</b>	<b>\$ 7,400,000</b>	<b>\$ -</b>	<b>\$ 2,000,000</b>	<b>\$ 2,000,000</b>	<b>\$ 2,000,000</b>	<b>\$ 17,115,468</b>



Rendering of proposed Roundabouts for Stafford-65th-Elligsen intersections (CIP #4217).

## CIP #4216: BROWN ROAD IMPROVEMENTS

This project upgrades SW Brown Road between SW Wilsonville Road and SW Evergreen Drive to meet current urban cross-section standards. Urban upgrades improve connectivity by adding bike lanes, sidewalks, and turn lanes that accommodate access to adjacent neighborhoods.

*Priority: High*

*Justification: City Growth*

*Funding Sources: Westside URA*

*Status: Continued from FY 2022-23*

*Estimated Date of Completion: FY 2026-27*

*Operations Impact: Costs to be determined at the completion of planning phase*

<b>Project Costs:</b>	<b>Expenses thru FY25</b>	<b>YE Estimates 2025-26</b>	<b>Budget 2026-27</b>	<b>Forecast 2027-28</b>	<b>Forecast 2028-29</b>	<b>Forecast 2029-30</b>	<b>Forecast 2030-31</b>	<b>Project Total</b>
Design & Construction		\$ 2,950,000	\$ 3,060,000	\$ -	\$ -	\$ -	\$ -	
Project Management Fees		190,000	190,000	-	-	-	-	
General Fund Overhead Fees		-	-	-	-	-	-	
	<b>\$ 536,300</b>	<b>\$ 3,140,000</b>	<b>\$ 3,250,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 6,926,300</b>

## CIP #4217: STAFFORD-65TH-ELLIGSEN ROUNDABOUT

This project upgrades the intersections of SW Stafford Road, SW 65th Avenue, and SW Elligsen Road with construction of a roundabout to add vehicular capacity, improve level of service, and increase safety. This is a Clackamas County led project with the City of Wilsonville participating as a partner in the design, construction, and funding of the project per an Intergovernmental Agreement.

*Priority: High*

*Justification: City Growth*

*Funding Sources: Road SDC*

*Status: Continued from FY 2024-25*

*Estimated Date of Completion: FY 2027-28*

*Operations Impact: Costs to be determined at the completion of planning phase*

<b>Project Costs:</b>	<b>Expenses thru FY25</b>	<b>YE Estimates 2025-26</b>	<b>Budget 2026-27</b>	<b>Forecast 2027-28</b>	<b>Forecast 2028-29</b>	<b>Forecast 2029-30</b>	<b>Forecast 2030-31</b>	<b>Project Total</b>
Design & Construction		\$ -	\$ 250,000	\$ 750,000	\$ -	\$ -	\$ -	
Project Management Fees		10,000	20,000	20,000	-	-	-	
General Fund Overhead Fees		-	12,500	37,500	-	-	-	
	<b>\$ 2,250</b>	<b>\$ 10,000</b>	<b>\$ 282,500</b>	<b>\$ 807,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,102,250</b>

# Streets Projects

## CIP #4218: FRENCH PRAIRIE ROAD PATHWAY

This project upgrades and extends pedestrian and bike facilities along French Prairie Road, replacing the existing incomplete, deficient walking path. The initial project will evaluate up to three alternatives for walking and biking improvements along French Prairie Road, including engagement with the Charbonneau community in the selection of the preferred alternative design to be advanced for design and cost estimating.

*Priority: High*

*Justification: City Growth*

*Funding Sources: Road SDCs/Road Operating*

*Status: Continued from FY 2024-25*

*Estimated Date of Completion: FY 2026-27*

*Operations Impact: Costs to be determined at the completion of planning phase*

<b>Project Costs:</b>	<b>Expenses thru FY25</b>	<b>YE Estimates 2025-26</b>	<b>Budget 2026-27</b>	<b>Forecast 2027-28</b>	<b>Forecast 2028-29</b>	<b>Forecast 2029-30</b>	<b>Forecast 2030-31</b>	<b>Project Total</b>
Design & Construction		\$ 175,000	\$ 10,000	\$ -	\$ -	\$ -	\$ -	
Project Management Fees		45,000	10,000	-	-	-	-	
General Fund Overhead Fees		8,750	500	-	-	-	-	
	<u>\$ 126,999</u>	<u>\$ 228,750</u>	<u>\$ 20,500</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 376,249</u>

## CIP #4219: STAFFORD ROAD IMPROVEMENTS

In conjunction with the Stafford Road Sewer Extension (CIP #1158) and Stafford Road Sewer Extension (CIP #2111), this project will widen the west side of Stafford Road between Brisband Street and Frog Pond Lane and construct a roundabout at the Stafford Road/Brisband Street intersection. The roundabout is necessary to meet transportation level of service standards and concurrency requirements for continued development within Frog Pond West and East.

*Priority: High*

*Justification: City Growth*

*Funding Sources: Road SDCs/Frog Pond Fee*

*Status: Continued from FY 2024-25*

*Estimated Date of Completion: FY 2027-28*

*Operations Impact: Costs to be determined at the completion of planning phase*

<b>Project Costs:</b>	<b>Expenses thru FY25</b>	<b>YE Estimates 2025-26</b>	<b>Budget 2026-27</b>	<b>Forecast 2027-28</b>	<b>Forecast 2028-29</b>	<b>Forecast 2029-30</b>	<b>Forecast 2030-31</b>	<b>Project Total</b>
Design & Construction		\$ 1,500,000	\$ 5,150,000	\$ 7,350,000	\$ -	\$ -	\$ -	
Project Management Fees		35,000	200,000	200,000	-	-	-	
General Fund Overhead Fees		75,000	257,500	367,500	-	-	-	
	<u>\$ 23,988</u>	<u>\$ 1,610,000</u>	<u>\$ 5,607,500</u>	<u>\$ 7,917,500</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 15,158,988</u>

**PROJECT SUMMARIES: ANNUAL MAINTENANCE PROJECTS**

**CIP #4014: STREET MAINTENANCE**

The annual street maintenance program includes street surface rehabilitation projects necessary to maintain a safe and reliable street network. The projects for FY 2026-27 include reconstruction of the SW Boones Ferry Rd from Boeckman Rd to SW Ridder Rd, and rehabilitation of SW Nike Dr from SW 95th Ave to SW Boones Ferry Rd and SW Ridder Rd from SW 95th Ave to SW Boones Ferry Rd. The projects for FY 2027-28 include rehabilitation of SW Parkway Center Dr from SW Elligsen Rd to SW Burns Way, and reconstruction of SW Sun Pl from Best Western to SW Parkway Ave. Crack sealing and slurry sealing on to be determined roads is planned for all fiscal years.

*Priority: High*

*Justification: Aging infrastructure*

*Funding Sources: Road Maintenance Fees*

*Status: Annual*

*Estimated Date of Completion: Annual*

*Operations Impact: Improvements to help decrease maintenance costs*

<b>Project Costs:</b>	<b>Expenses thru FY25</b>	<b>YE Estimates 2025-26</b>	<b>Budget 2026-27</b>	<b>Forecast 2027-28</b>	<b>Forecast 2028-29</b>	<b>Forecast 2029-30</b>	<b>Forecast 2030-31</b>	<b>Project Total</b>
Design & Construction	Annual	\$ 2,800,000	\$ 2,304,450	\$ 3,513,669	\$ 1,199,543	\$ 2,040,000	\$ 2,040,000	Annual
Project Management Fees		141,080	175,000	175,000	175,000	175,000	175,000	
General Fund Overhead Fees		140,000	115,223	175,700	60,000	102,000	102,000	
		<u>\$ 3,081,080</u>	<u>\$ 2,594,673</u>	<u>\$ 3,864,369</u>	<u>\$ 1,434,543</u>	<u>\$ 2,317,000</u>	<u>\$ 2,317,000</u>	



Completion of the Canyon Creek / Boeckman Roundabout (CIP #4206).

# Streets Projects

## CIP #4118: SIGNAL IMPROVEMENTS

This project provides an annual budget for needed traffic control device improvements, including traffic signals, rectangular rapid flashing beacons, electronic speed signs and school zone flashers, to enhance function and safety, perform upgrades, rehabilitation, or replacement of aging equipment, or provide fiber optic connectivity. The projects for FY 2026-27 include replacement of the current solar power with permanent AC power school zone flashing signs within the Lowrie Primary school zones, improving pedestrian safety and warning sign reliability, upgrading aging power infrastructure, and reducing annual maintenance requirements.

*Priority: Medium*

*Justification: City Growth/Aging Infrastructure/Regulatory Requirement*

*Funding Sources: Road Operating*

*Status: Annual*

*Estimated Date of Completion: Annual*

*Operations Impact: Maintenance costs estimated to be \$3,000 annually*

<b>Project Costs:</b>	<b>Expenses thru FY25</b>	<b>YE Estimates 2025-26</b>	<b>Budget 2026-27</b>	<b>Forecast 2027-28</b>	<b>Forecast 2028-29</b>	<b>Forecast 2029-30</b>	<b>Forecast 2030-31</b>	<b>Project Total</b>
Design & Construction	Annual	\$ 153,000	\$ 272,700	\$ 286,335	\$ 300,650	\$ 315,687	\$ 331,489	Annual
Project Management Fees		20,000	27,270	28,650	30,050	31,550	33,150	
General Fund Overhead Fees		7,650	13,635	14,300	15,050	15,800	16,550	
		<u>\$ 180,650</u>	<u>\$ 313,605</u>	<u>\$ 329,285</u>	<u>\$ 345,750</u>	<u>\$ 363,037</u>	<u>\$ 381,189</u>	

## CIP #4500: ROAD MAINTENANCE ALLOCATION TO CHARBONNEAU

This project provides planning, design, and construction of street rehabilitation projects consistent with the Charbonneau Consolidated Improvement Plan approved by Council in 2014. This is a companion project with CIP #1500, #2500, and #7500. All costs are from original 2014 estimates, elevated to 2026 dollars (67.9% increase for construction costs based on Seattle CCI) and 3% for each year after FY26.

FY 2026-27: Village Greens Circle & Edgewater Lane (construction) - Cost based on 2024 Final Design Cost Estimate, Escalated 3% per year to 2026.

FY 2027-28: French Prairie Phase III & Boones Bend Phase II (design)

FY 2028-29: French Prairie Phase III & Boones Bend Phase II (3/4 construction)

FY 2029-30: French Prairie Phase III & Boones Bend Phase II (1/4 construction) & Mollala Bend Road & Country View Loop (design)

FY2030-31: Mollala Bend Road & Country View Loop (construction) & Country View Lane Phase II & French Prairie Drive Phase IV & V (design).

*Priority: High*

*Justification: Aging Infrastructure*

*Funding Sources: Road Maintenance Fee*

*Status: Annual*

*Estimated Date of Completion: Ongoing project to be completed in phases*

*Operations Impact: Improvements to decrease maintenance costs*

<b>Project Costs:</b>	<b>Expenses thru FY25</b>	<b>YE Estimates 2025-26</b>	<b>Budget 2026-27</b>	<b>Forecast 2027-28</b>	<b>Forecast 2028-29</b>	<b>Forecast 2029-30</b>	<b>Forecast 2030-31</b>	<b>Project Total</b>
Design & Construction	Annual	\$ -	\$ 498,000	\$ 329,000	\$ 761,000	\$ 464,000	\$ 853,000	Annual
Project Management Fees		-	49,800	32,900	76,100	46,400	85,300	
General Fund Overhead Fees		-	24,900	16,450	38,050	23,200	42,650	
		<u>\$ -</u>	<u>\$ 572,700</u>	<u>\$ 378,350</u>	<u>\$ 875,150</u>	<u>\$ 533,600</u>	<u>\$ 980,950</u>	

**PROJECT SUMMARIES: MISCELLANEOUS PROJECTS**

**CIP #4192: TRANSPORTATION PERFORMANCE MONITORING**

This project is for the 2027 update of the Wilsonville Transportation Performance Monitoring Report.

*Priority: High*

*Justification: Regulatory Requirement*

*Funding Sources: Road SDC*

*Status: Annual*

*Estimated Date of Completion: Annual*

*Operations Impact: Not Applicable*

<b>Project Costs:</b>	<b>Expenses thru FY25</b>	<b>YE Estimates 2025-26</b>	<b>Budget 2026-27</b>	<b>Forecast 2027-28</b>	<b>Forecast 2028-29</b>	<b>Forecast 2029-30</b>	<b>Forecast 2030-31</b>	<b>Project Total</b>
Design & Construction	Annual	\$ 75,000	\$ 8,500	\$ -	\$ 85,000	\$ -	\$ -	Annual
Project Management Fees		7,500	1,500	-	15,000	-	-	
General Fund Overhead Fees		3,750	425	-	4,250	-	-	
		<u>\$ 86,250</u>	<u>\$ 10,425</u>	<u>\$ -</u>	<u>\$ 104,250</u>	<u>\$ -</u>	<u>\$ -</u>	

**CIP #4194: 5-YEAR MONITORING: BARBER ROAD**

The wetland mitigation site constructed during the Barber Street Extension project requires five years of maintenance and monitoring. The mitigation site requires maintenance and monitoring for an additional year. Depending on the approval of the mitigation site, it may be necessary to extend the maintenance and monitoring period.

*Priority: High*

*Justification: Regulatory Requirement*

*Funding Sources: Road SDC*

*Status: Continued from FY 2015-16*

*Estimated Date of Completion: FY 2026-27*

*Operations Impact: Not applicable*

<b>Project Costs:</b>	<b>Expenses thru FY25</b>	<b>YE Estimates 2025-26</b>	<b>Budget 2026-27</b>	<b>Forecast 2027-28</b>	<b>Forecast 2028-29</b>	<b>Forecast 2029-30</b>	<b>Forecast 2030-31</b>	<b>Project Total</b>
Design & Construction	Annual	\$ 1,500	\$ 2,500	\$ -	\$ -	\$ -	\$ -	Annual
Project Management Fees		-	250	-	-	-	-	
General Fund Overhead Fees		75	125	-	-	-	-	
		<u>\$ 1,575</u>	<u>\$ 2,875</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	

**CIP #4993: ANNUAL - FINAL CIP CLOSEOUT FROM PRIOR YEARS**

This project funds small project close-out expenditures for projects that are fundamentally complete and not budgeted, but which require limited amounts of staff time and attention the year after completion.

*Priority: High*

*Justification: City Growth*

*Funding Sources: Road Operating/Road SDC*

*Status: Annual*

*Estimated Date of Completion: Annual*

*Operations Impact: Not Applicable*

<b>Project Costs:</b>	<b>Expenses thru FY25</b>	<b>YE Estimates 2025-26</b>	<b>Budget 2026-27</b>	<b>Forecast 2027-28</b>	<b>Forecast 2028-29</b>	<b>Forecast 2029-30</b>	<b>Forecast 2030-31</b>	<b>Project Total</b>
Design & Construction	Annual	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Annual
Project Management Fees		-	25,500	26,265	27,053	27,865	28,700	
General Fund Overhead Fees		-	-	-	-	-	-	
		<u>\$ -</u>	<u>\$ 25,500</u>	<u>\$ 26,265</u>	<u>\$ 27,053</u>	<u>\$ 27,865</u>	<u>\$ 28,700</u>	

# Streets Projects

## CIP #4995: ANNUAL - EARLY PLANNING FOR FUTURE CIP PROJECTS

This project is for staff efforts on future CIP projects which are at very early stages of project development and study and have not yet been created as a new CIP. This project also covers staff time spent on regional planning efforts, such as Urban/Rural reserves, the Regional Transportation Plan, and issues that will impact future demands and requirements on City streets, bike, and pedestrian infrastructure and services.

Priority: Medium

Justification: City Growth

Funding Sources: Road Operating/Road SDC

Status: Annual

Estimated Date of Completion: Annual

Operations Impact: Not applicable

Project Costs:	Expenses thru FY25	YE Estimates 2025-26	Budget 2026-27	Forecast 2027-28	Forecast 2028-29	Forecast 2029-30	Forecast 2030-31	Project Total
Design & Construction	Annual	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Annual
Project Management Fees		22,000	22,500	23,175	23,870	24,586	25,324	
General Fund Overhead Fees		-	-	-	-	-	-	
		<u>\$ 22,000</u>	<u>\$ 22,500</u>	<u>\$ 23,175</u>	<u>\$ 23,870</u>	<u>\$ 24,586</u>	<u>\$ 25,324</u>	

## CIP #4998: ANNUAL - 5-YEAR AND ANNUAL BUDGET PLANNING

Staff time expenditures for developing and master planning the annual capital project budget and the 5 year capital improvement program.

Priority: High

Justification: Fiscal planning for CIPs

Funding Sources: Road Operating/Road SDC

Status: Annual

Estimated Date of Completion: Annual

Operations Impact: Not applicable

Project Costs:	Expenses thru FY25	YE Estimates 2025-26	Budget 2026-27	Forecast 2027-28	Forecast 2028-29	Forecast 2029-30	Forecast 2030-31	Project Total
Design & Construction	Annual	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Annual
Project Management Fees		10,500	10,500	10,815	11,139	11,474	11,818	
General Fund Overhead Fees		-	-	-	-	-	-	
		<u>\$ 10,500</u>	<u>\$ 10,500</u>	<u>\$ 10,815</u>	<u>\$ 11,139</u>	<u>\$ 11,474</u>	<u>\$ 11,818</u>	

## CIP #4999: ANNUAL - PROJECT DESIGN & DEVELOPMENT

This annual project is used to fund design and development of unplanned or emergency projects that arise throughout the year until a new budget line item can be created through the supplemental budget process. As these funds are used, they are recorded to appropriate project account numbers.

Priority: High

Justification: Unanticipated and emergency projects

Funding Sources: Road Operating/Road SDC

Status: Annual

Estimated Date of Completion: Annual

Operations Impact: Not applicable

Project Costs:	Expenses thru FY25	YE Estimates 2025-26	Budget 2026-27	Forecast 2027-28	Forecast 2028-29	Forecast 2029-30	Forecast 2030-31	Project Total
Design & Construction	Annual	\$ 85,000	\$ 87,500	\$ 91,144	\$ 93,903	\$ 96,706	\$ 99,604	Annual
Project Management Fees		8,000	8,750	7,950	8,150	8,400	8,650	
General Fund Overhead Fees		4,250	4,375	4,550	4,700	4,850	5,000	
		<u>\$ 97,250</u>	<u>\$ 100,625</u>	<u>\$ 103,644</u>	<u>\$ 106,753</u>	<u>\$ 109,956</u>	<u>\$ 113,254</u>	

# Streets Projects

## Five Year Streets CIP Forecast Fiscal years 2026-27 through 2030-31

Project Name	Funding Source	2026-27	2027-28	2028-29	2029-30	2030-31
<b>Construction Projects</b>						
I-5 Pedestrian Bridge*	Road SDC	\$ 7,400,000	\$ -	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000
Brown Rd Improvements	Westside Urban Renewal	3,250,000	-	-	-	-
Stafford-65th-Elligsen Roundabout	Road SDC	282,500	807,500	-	-	-
French Prairie Road Pathway	Road Ops/Road SDC	20,500	-	-	-	-
Stafford Road Improvements	Road SDC/Frog Pond Fee	5,607,500	7,917,500	-	-	-
Garden Acres/Day Road Intersection	Coffee Creek Urban Renewal	-	-	-	2,945,750	5,536,100
<b>Annual Maintenance Projects</b>						
Street Maintenance	Road Maintenance	2,594,673	3,864,369	1,434,543	2,317,000	2,317,000
Annual - Signal Improvements	Road Ops	313,605	329,285	345,750	363,037	381,189
Charbonneau Consolidated Plan - Street Maintenance	Road Maintenance	572,700	378,350	875,150	533,600	980,950
<b>Miscellaneous Projects</b>						
Transportation Performance Modeling	Road SDC	10,425	-	104,250	-	-
5 Year Monitoring: Barber Rd	Road SDC	2,875	-	-	-	-
Annual - Street CIP Final Closeout	Road Ops/Road SDC	25,500	26,265	27,053	27,865	28,700
Annual - Early Planning - Future Street Projects	Road Ops/Road SDC	22,500	23,175	23,870	24,586	25,324
Annual - 5 Year & Annual Budget Development	Road Ops/Road SDC	10,500	10,815	11,139	11,474	11,818
Annual - Project Design and Development	Road Ops/Road SDC	100,625	103,644	106,753	109,956	113,254
<i>*Additional Federal Funding is anticipated for completion of project 4202</i>		<u>\$ 20,213,903</u>	<u>\$ 13,460,903</u>	<u>\$ 4,928,508</u>	<u>\$ 8,333,268</u>	<u>\$ 11,394,335</u>
<b>Funding Sources</b>						
Road Maintenance Fee		\$ 3,167,373	\$ 4,242,719	\$ 2,309,693	\$ 2,850,600	\$ 3,297,950
Road Operations		343,003	344,362	361,278	379,033	397,663
Road SDC		10,425,279	3,873,822	2,257,537	2,157,885	2,162,622
Grants / Contribution		-	5,000,000	-	-	-
Frog Pond Fund		3,028,248	-	-	-	-
Westside Urban Renewal		3,250,000	-	-	-	-
Coffee Creek Urban Renewal*		-	-	-	2,945,750	5,536,100
Total Funding Sources		<u>\$ 20,213,903</u>	<u>\$ 13,460,903</u>	<u>\$ 4,928,508</u>	<u>\$ 8,333,268</u>	<u>\$ 11,394,335</u>

*\*Available Coffee Creek URA funding for future projects dependent upon growth within the District*

# Streetscape/Bikeway Projects



Sidewalk and Bench Installation at Meridian Creek Crossing at Boeckman Road (CIP #4205).

## Funding Sources

CIP #	Project Name	Road Operating	Streetlight Fund	Road SDC	Total Resources
<b>Livability Projects</b>					
4717	Pedestrian Enhancements	\$ 366,035	\$ -	\$ -	\$ 366,035
4722	LED Street Light Conversion	-	131,250	-	131,250
<b>Miscellaneous Projects</b>					
4799	Annual - Project Design & Development	10,640	-	2,660	13,300
		<u>\$ 376,675</u>	<u>\$ 131,250</u>	<u>\$ 2,660</u>	<u>\$ 510,585</u>

## PROJECT SUMMARIES: LIVABILITY IMPROVEMENTS

### CIP #4717: PEDESTRIAN ENHANCEMENTS

This project will design and construct various pedestrian enhancements identified in the Wilsonville Pedestrian Crossing Assessment (Kittelsohn & Associates, January 2025). The projects for FY 2026-27 include completing construction of high visibility crosswalk and signage improvements 95th Avenue, Parkway Center Drive, and Wimbledon Cir. S.

FY 2027-28 - Construction of Parkway Avenue at Ash Meadows Rd. crosswalk and Town Center Loop West Bike Ramp.

FY 2028-29 - Construction of Parkway Avenue at Ash Meadows Ln. and south of Thunderbird Dr crosswalks.

FY 2029-30 - Design and Construction of Ice Age Tonquin Trail at Orchard Drive.

FY 2030-31 - Wilsonville Pedestrian Crossing Assessment Update.

*Priority: High*

*Justification: Council Goal*

*Funding Sources: Road Operating*

*Status: Continued from FY 2017-18*

*Estimated Date of Completion: Ongoing project to be completed in phases*

*Operational Impact: Maintenance costs estimated to be \$3,000 per pedestrian signal head per year*

Project Costs:	Expenses thru FY25	YE Estimates 2025-26	Budget 2026-27	Forecast 2027-28	Forecast 2028-29	Forecast 2029-30	Forecast 2030-31	Project Total
Design & Construction		\$ 492,500	\$ 300,985	\$ 275,000	\$ 267,000	\$ 250,000	\$ 100,000	
Project Management Fees		70,000	50,000	50,000	50,000	50,000	25,000	
General Fund Overhead Fees		24,625	15,050	13,750	13,350	12,500	5,000	
	<u>\$ 130,396</u>	<u>\$ 587,125</u>	<u>\$ 366,035</u>	<u>\$ 338,750</u>	<u>\$ 330,350</u>	<u>\$ 312,500</u>	<u>\$ 130,000</u>	<u>\$ 2,195,156</u>

# Streetscape/Bikeway Projects

## CIP #4722: LED STREETLIGHT CONVERSION

This project will complete the conversion of the of the City’s streetlight system to energy efficient LED. Lights are being convert for energy savings and minimizing repair and replacement needs. The final phase will convert the remaining 341 High Pressure Sodium (HPS) lights in the City’s inventory.

*Priority: Medium*

*Justification: Environmental Stewardship and Cost Savings*

*Funding Sources: Streetlight Fund*

*Status: Continued from FY 2016-17*

*Estimated Date of Completion: FY 2029-30*

*Operations Impact: Improvements to help decrease maintenance costs*

<i>Project Costs:</i>	Expenses thru FY25	YE Estimates 2025-26	Budget 2026-27	Forecast 2027-28	Forecast 2028-29	Forecast 2029-30	Forecast 2030-31	Project Total
Design & Construction		\$ 834,351	\$ 125,000	\$ 342,850	\$ 342,850	\$ 342,850	\$ -	
Project Management Fees		5,000	-	-	-	-	-	
General Fund Overhead Fees		41,718	6,250	17,150	17,150	17,150	-	
	<u>\$ 2,146,756</u>	<u>\$ 881,069</u>	<u>\$ 131,250</u>	<u>\$ 360,000</u>	<u>\$ 360,000</u>	<u>\$ 360,000</u>	<u>\$ -</u>	<u>\$ 4,239,075</u>

## PROJECT SUMMARIES: MISCELLANEOUS PROJECTS

### CIP #4799: ANNUAL - STREETSCAPE PROJECT DESIGN

This annual project is used to fund design and development of unplanned or emergency projects that arise throughout the year. As these funds are used, they are recorded to appropriate project account numbers.

*Priority: High*

*Justification: Unanticipated and emergency projects*

*Funding Sources: Road Operating/Road SDC*

*Status: Annual*

*Estimated Date of Completion: Annual*

*Operations Impact: Not applicable*

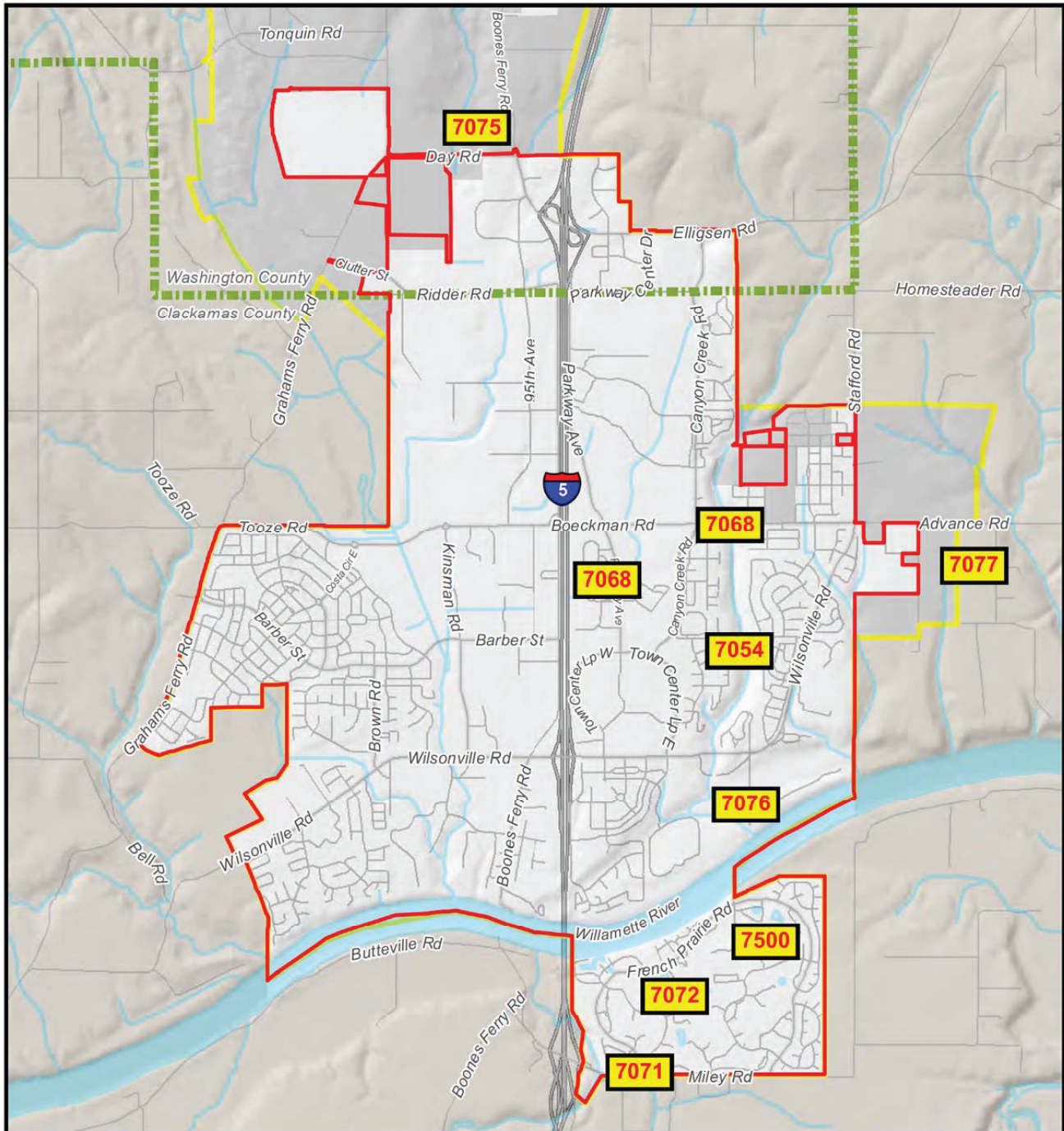
<i>Project Costs:</i>	Expenses thru FY25	YE Estimates 2025-26	Budget 2026-27	Forecast 2027-28	Forecast 2028-29	Forecast 2029-30	Forecast 2030-31	Project Total
Design & Construction	Annual	\$ -	\$ 11,565	\$ 12,049	\$ 12,410	\$ 12,783	\$ 13,169	Annual
Project Management Fees		6,500	1,157	1,050	1,100	1,100	1,150	
General Fund Overhead Fees		-	578	600	600	650	650	
		<u>\$ 6,500</u>	<u>\$ 13,300</u>	<u>\$ 13,699</u>	<u>\$ 14,110</u>	<u>\$ 14,533</u>	<u>\$ 14,969</u>	


# Streetscape/Bikeway Projects

## Five Year Streetscape CIP Forecast Fiscal years 2026-27 through 2030-31

Project Name	Funding Source	2026-27	2027-28	2028-29	2029-30	2030-31
<b>Livability Projects</b>						
Pedestrian Enhancements	Road Ops	\$ 366,035	\$ 338,750	\$ 330,350	\$ 312,500	\$ 130,000
LED Street Light Conversion	Streetlight Fund	131,250	360,000	360,000	360,000	-
Crosswalk Flasher Replacement	Road Ops	-	-	-	-	312,500
<b>Miscellaneous Projects</b>						
Annual - Project Design & Development	Road Ops/Road SDC	13,300	13,699	14,110	14,533	14,969
		<u>\$ 510,585</u>	<u>\$ 712,449</u>	<u>\$ 704,460</u>	<u>\$ 687,033</u>	<u>\$ 457,469</u>
<b>Funding Sources</b>						
Road Operations		\$ 376,675	\$ 349,709	\$ 341,638	\$ 324,126	\$ 454,475
Road SDC		2,660	2,740	2,822	2,907	2,994
Streetlight Fund		131,250	360,000	360,000	360,000	-
	Total Funding Sources	<u>\$ 510,585</u>	<u>\$ 712,449</u>	<u>\$ 704,460</u>	<u>\$ 687,033</u>	<u>\$ 457,469</u>

# Stormwater Projects



<p><b>The City of Wilsonville, Oregon</b> Clackamas and Washington Counties</p>	<p><b>City Boundaries</b></p> <ul style="list-style-type: none"> <li><span style="border: 1px solid red; display: inline-block; width: 15px; height: 10px; margin-right: 5px;"></span> Wilsonville City Limits</li> <li><span style="border-bottom: 1px dashed green; display: inline-block; width: 15px; margin-right: 5px;"></span> County Boundary</li> <li><span style="border: 1px solid yellow; display: inline-block; width: 15px; height: 10px; margin-right: 5px;"></span> Urban Growth Boundary (UGB)</li> </ul>	<p><b>WILSONVILLE</b> <b>GIS</b> 4/8/2024</p> <p>0 Miles 0.5</p>
	<p style="text-align: right;"><small>M:\projects\Budget\buo</small></p>	

## Funding Sources

CIP #	Project Name	Stormwater Operating	Stormwater SDC	Total Resources
<b>Construction Projects</b>				
7054	Gesellschaft Water Well Channel Restoration	\$ 207,000	\$ -	\$ 207,000
7068	Boeckman Creek Flow Mitigation	2,423,032	902,568	3,325,600
7071	Miley Road Stormwater Improvements	1,344,350	-	1,344,350
7072	Charbonneau Storm Improvements Phase IIa	919,000	-	919,000
7075	Day Road Stormwater Improvements	1,234,203	756,447	1,990,650
7076	Rose Lane Culvert Replacement	88,988	9,887	98,875
7077	60th Avenue Stormwater Pipeline	-	725,650	725,650
<b>Master Plan and Studies</b>				
7073	Porous Pavement Pilot Study	115,000	-	115,000
<b>Annual Maintenance Projects</b>				
7048	Annual - Stormwater Miscellaneous Improvements	89,250	-	89,250
7500	Charbonneau Consolidated Plan - Stormwater Improvements	1,469,600	-	1,469,600
<b>Miscellaneous Projects</b>				
7069	5 Year Monitoring: 5th Street/Kinsman Road Extension	11,500	-	11,500
7070	Boeckman Creek Flow Monitoring	103,500	-	103,500
7074	5 Year Monitoring: Boeckman Creek Restoration	19,550	-	19,550
7990	Annual - CD Department Support for Miscellaneous Projects	20,500	-	20,500
7993	Annual - Stormwater CIP Final Closeout	22,950	2,550	25,500
7995	Annual - Early Planning - Future Stormwater Projects	7,875	2,625	10,500
7998	Annual - 5 Year and Annual Budget Development	5,525	2,975	8,500
7999	Annual - Project Design and Development	12,277	22,798	35,075
		<u>\$ 8,094,100</u>	<u>\$ 2,425,500</u>	<u>\$ 10,519,600</u>

# Stormwater Projects

## PROJECT SUMMARIES: CONSTRUCTION PROJECTS

### CIP #7054: GESELLSCHAFT WATER WELL CHANNEL RESTORATION

Severe erosion is occurring in the drainage channel downstream of Gesellschaft well house due to weekly discharges from the drinking water well and excess stormwater runoff from the surrounding residential development. The proposed plan is to bypass the channel entirely by piping to the bottom of the slope and restoring the eroded channel with native trees and shrubs. This project will be constructed with the Boeckman Interceptor and Trail project (CIP #2107 and #9150).

*Priority: High*

*Justification: Aging Infrastructure*

*Funding Sources: Stormwater Operating*

*Status: Continued from FY 2022-23*

*Estimated Date of Completion: FY 2027-28*

*Operations Impact: Maintenance costs estimated to be \$4,650 annually*

<b>Project Costs:</b>	<b>Expenses thru FY25</b>	<b>YE Estimates 2025-26</b>	<b>Budget 2026-27</b>	<b>Forecast 2027-28</b>	<b>Forecast 2028-29</b>	<b>Forecast 2029-30</b>	<b>Forecast 2030-31</b>	<b>Project Total</b>
Design & Construction		\$ 20,000	\$ 180,000	\$ 10,000	\$ -	\$ -	\$ -	
Project Management Fees		500	18,000	1,000	-	-	-	
General Fund Overhead Fees		1,000	9,000	500	-	-	-	
	<u>\$ 123,271</u>	<u>\$ 21,500</u>	<u>\$ 207,000</u>	<u>\$ 11,500</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 363,271</u>

### CIP #7068: BOECKMAN CREEK FLOW MITIGATION

This project restores the Boeckman Creek stream channel as part of the Boeckman Road Corridor Project and constructs the Ash Meadows Flow Mitigation project to mitigate increased flows and hydromodification impacts associated with the required flow control structure removal as part of the Boeckman Creek Bridge construction.

*Priority: High*

*Justification: Aging Infrastructure*

*Funding Sources: Stormwater Operating*

*Status: Continued from FY 2023-24*

*Estimated Date of Completion: FY 2026-27*

*Operations Impact: Maintenance costs estimated to be \$5,800 annually*

<b>Project Costs:</b>	<b>Expenses thru FY25</b>	<b>YE Estimates 2025-26</b>	<b>Budget 2026-27</b>	<b>Forecast 2027-28</b>	<b>Forecast 2028-29</b>	<b>Forecast 2029-30</b>	<b>Forecast 2030-31</b>	<b>Project Total</b>
Design & Construction		\$ 1,969,421	\$ 3,072,000	\$ -	\$ -	\$ -	\$ -	
Project Management Fees		146,000	100,000	-	-	-	-	
General Fund Overhead Fees		98,471	153,600	-	-	-	-	
	<u>\$ 1,301,524</u>	<u>\$ 2,213,892</u>	<u>\$ 3,325,600</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 6,841,016</u>

### CIP #7071: MILEY ROAD STORMWATER IMPROVEMENTS

This project provides design and construction for stormwater rehabilitation of the existing storm pipeline and outfall on Miley Road between Airport Road and French Prairie Road (East Entrance). This existing pipeline is in very poor condition, partially located beneath a brick wall, and is vulnerable to collapse. The existing outfall is in poor condition and causing scouring in the adjacent wetlands, undercutting the outfall pipe, and is vulnerable to collapse. The FY 2026-27 work includes complete design of the entire Miley Road Stormwater Improvements project and construction of Phase 1 - Outfall replacement.

*Priority: High*

*Justification: Aging Infrastructure*

*Funding Sources: Stormwater Operating*

*Status: New Project*

*Estimated Date of Completion: FY 2028-29*

*Operations Impact: To be determined*

<b>Project Costs:</b>	<b>Expenses thru FY25</b>	<b>YE Estimates 2025-26</b>	<b>Budget 2026-27</b>	<b>Forecast 2027-28</b>	<b>Forecast 2028-29</b>	<b>Forecast 2029-30</b>	<b>Forecast 2030-31</b>	<b>Project Total</b>
Design & Construction		\$ 1,100,000	\$ 1,169,000	\$ -	\$ 9,279,000	\$ -	\$ -	
Project Management Fees		125,000	116,900	-	200,000	-	-	
General Fund Overhead Fees		55,000	58,450	-	463,950	-	-	
	<u>\$ -</u>	<u>\$ 1,280,000</u>	<u>\$ 1,344,350</u>	<u>\$ -</u>	<u>\$ 9,942,950</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 12,567,300</u>

## **CIP #7072: CHARBONNEAU STORM IMPROVEMENTS PHASE IIA**

This project provides design and construction for replacement of a portion of the stormwater pipeline as part of the Charbonneau Consolidated Improvement Plan, Project #37 Charbonneau Storm Improvements Phase II. Replacement of the 815-foot long section of 12-inch storm pipe has become a priority project as a result of recent inspection by the Public Works Department that identified significant deterioration and vulnerability to collapse. The pipeline is adjacent to residential and commercial buildings that could be susceptible to damage should the pipeline or a portion of the pipeline collapse or become plugged.

*Priority: High*

*Justification: Aging Infrastructure*

*Funding Sources: Stormwater Operating*

*Status: Continued from FY 2025-26*

*Estimated Date of Completion: FY 2026-27*

*Operations Impact: To be determined*

<b>Project Costs:</b>	<b>Expenses thru FY25</b>	<b>YE Estimates 2025-26</b>	<b>Budget 2026-27</b>	<b>Forecast 2027-28</b>	<b>Forecast 2028-29</b>	<b>Forecast 2029-30</b>	<b>Forecast 2030-31</b>	<b>Project Total</b>
Design & Construction		\$ 150,000	\$ 780,000	\$ -	\$ -	\$ -	\$ -	
Project Management Fees		30,000	100,000	-	-	-	-	
General Fund Overhead Fees		7,500	39,000	-	-	-	-	
	<u>\$ -</u>	<u>\$ 187,500</u>	<u>\$ 919,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,106,500</u>

## **CIP #7075: DAY ROAD STORMWATER IMPROVEMENTS**

This project improves drainage within the Basalt Creek and Coffee Creek industrial areas by providing additional stormwater drainage capacity between Day Road and Ridder Road through reconstruction of the Tapman Creek drainage channel and replacement of two undersized culverts with three new 48-inch culverts. This work is necessary to support continued industrial development within the Coffee Creek and Basalt Creek industrial areas.

*Priority: High*

*Justification: City Growth*

*Funding Sources: Stormwater Operating*

*Status: New Project*

*Estimated Date of Completion: FY 2029-30*

*Operations Impact: Maintenance costs estimated to be \$5,800 annually*

<b>Project Costs:</b>	<b>Expenses thru FY25</b>	<b>YE Estimates 2025-26</b>	<b>Budget 2026-27</b>	<b>Forecast 2027-28</b>	<b>Forecast 2028-29</b>	<b>Forecast 2029-30</b>	<b>Forecast 2030-31</b>	<b>Project Total</b>
Design & Construction		\$ -	\$ 1,753,000	\$ 6,851,000	\$ -	\$ 3,396,000	\$ -	
Project Management Fees		-	150,000	200,000	-	339,600	-	
General Fund Overhead Fees		-	87,650	342,550	-	169,800	-	
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,990,650</u>	<u>\$ 7,393,550</u>	<u>\$ -</u>	<u>\$ 3,905,400</u>	<u>\$ -</u>	<u>\$ 13,289,600</u>

## **CIP #7076: ROSE LANE CULVERT REPLACEMENT**

This project replaces an existing 12-inch stormwater culvert under Rose Lane with a realigned, dual 12-inch culverts to provide additional capacity needed to address flooding issues and impacts to the neighboring private property.

*Priority: High*

*Justification: Infrastructure Improvement*

*Funding Sources: Stormwater Operating /Stormwater SDCs*

*Status: New Project*

*Estimated Date of Completion: FY 2027-28*

*Operations Impact: To be determined*

<b>Project Costs:</b>	<b>Expenses thru FY25</b>	<b>YE Estimates 2025-26</b>	<b>Budget 2026-27</b>	<b>Forecast 2027-28</b>	<b>Forecast 2028-29</b>	<b>Forecast 2029-30</b>	<b>Forecast 2030-31</b>	<b>Project Total</b>
Design & Construction		\$ -	\$ 77,500	\$ 102,725	\$ -	\$ -	\$ -	
Project Management Fees		-	17,500	18,200	-	-	-	
General Fund Overhead Fees		-	3,875	5,150	-	-	-	
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 98,875</u>	<u>\$ 126,075</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 224,950</u>

# Stormwater Projects

## CIP #7077: 60TH AVENUE STORMWATER PIPELINE

This project extends a 24-inch stormwater pipeline along SW 60th Avenue between SW Advance Road and SW Kruse Road, including a 30-inch stormwater outfall to an unnamed tributary referred to as “Kruse Creek”. The project is necessary to provide stormwater drainage to serve development of a portion of Frog Pond East and a large portion of Frog Pond South, adjacent to 60th Avenue.

*Priority: High*

*Justification: City Growth*

*Funding Sources: Stormwater SDCs*

*Status: New Project*

*Estimated Date of Completion: FY 2027-28*

*Operations Impact: To be determined*

<b>Project Costs:</b>	<b>Expenses thru FY25</b>	<b>YE Estimates 2025-26</b>	<b>Budget 2026-27</b>	<b>Forecast 2027-28</b>	<b>Forecast 2028-29</b>	<b>Forecast 2029-30</b>	<b>Forecast 2030-31</b>	<b>Project Total</b>
Design & Construction		\$ -	\$ 631,000	\$ 3,249,150	\$ -	\$ -	\$ -	
Project Management Fees		-	63,100	325,100	-	-	-	
General Fund Overhead Fees		-	31,550	164,400	-	-	-	
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 725,650</u>	<u>\$ 3,738,650</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 4,464,300</u>

## PROJECT SUMMARIES: MASTER PLAN AND STUDIES

### CIP #7073: POROUS PAVEMENT PILOT STUDY

Implement a porous pavement overlay and associated water quality monitoring to inform more widespread applications for improved water quality from roadway stormwater runoff.

*Priority: High*

*Justification: Public Safety*

*Funding Sources: Stormwater Operating*

*Status: Continued from FY 2025-26*

*Estimated Date of Completion: FY 2026-27*

*Operations Impact: To be determined*

<b>Project Costs:</b>	<b>Expenses thru FY25</b>	<b>YE Estimates 2025-26</b>	<b>Budget 2026-27</b>	<b>Forecast 2027-28</b>	<b>Forecast 2028-29</b>	<b>Forecast 2029-30</b>	<b>Forecast 2030-31</b>	<b>Project Total</b>
Design & Construction		\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	
Project Management Fees		10,000	10,000	-	-	-	-	
General Fund Overhead Fees		-	5,000	-	-	-	-	
	<u>\$ -</u>	<u>\$ 10,000</u>	<u>\$ 115,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 125,000</u>

## PROJECT SUMMARIES: ANNUAL MAINTENANCE PROJECTS

### CIP #7048: ANNUAL - CITYWIDE STORMWATER LINE REPLACEMENTS (NOT CHARBONNEAU)

As part of routine maintenance, stormwater lines throughout the city undergo video inspection to establish pipe condition and identify priority repairs. This project funds repair or replacement of lines designated as Priority 1 projects, except for Charbonneau District stormwater projects, which are covered and budgeted separately under CIP #7500.

*Priority: High*

*Justification: Aging Infrastructure*

*Funding Sources: Stormwater Operating*

*Status: Annual*

*Estimated Date of Completion: Annual*

*Operations Impact: Improvement to help decrease maintenance*

<i>Project Costs:</i>	Expenses thru FY25	YE Estimates 2025-26	Budget 2026-27	Forecast 2027-28	Forecast 2028-29	Forecast 2029-30	Forecast 2030-31	Project Total
Design & Construction	Annual	\$ 110,000	\$ 85,000	\$ 85,000	\$ 85,000	\$ 85,000	\$ 85,000	Annual
Project Management Fees		-	-	-	-	-	-	
General Fund Overhead Fees		5,500	4,250	4,250	4,250	4,250	4,250	
		<u>\$ 115,500</u>	<u>\$ 89,250</u>	<u>\$ 89,250</u>	<u>\$ 89,250</u>	<u>\$ 89,250</u>	<u>\$ 89,250</u>	

### CIP #7500: STORMWATER OPERATIONS ALLOCATION TO CHARBONNEAU

This project provides planning, design, and construction of stormwater rehabilitation projects consistent with the Charbonneau Consolidated Improvement Plan approved by Council in 2014. This is a companion project with CIP #1500, #2500, and #4500. All costs are from original 2014 estimates, elevated to 2026 dollars (67.9% increase for construction costs based on Seattle CCI) and 3% for each year after FY 2025-26.

FY 2026-27: Village Greens Circle & Edgewater Lane (construction) - Cost based on 2024 Final Design Cost Estimate, Escalated 3% per year to 2026.

FY 2027-28: French Prairie Phase III & Boones Bend Phase II (design)

FY 2028-29: French Prairie Phase III & Boones Bend Phase II (3/4 construction)

FY 2029-30: French Prairie Phase III & Boones Bend Phase II (1/4 construction) & Mollala Bend Road & Country View Loop (design)

FY 2030-31: Mollala Bend Road & Country View Loop (construction) & Country View Lane Phase II & French Prairie Drive Phase IV & V (design).

*Priority: High*

*Justification: Aging Infrastructure*

*Funding Sources: Stormwater Operating*

*Status: Annual*

*Estimated Date of Completion: Ongoing project to be completed in phases*

*Operations Impact: Improvements to decrease maintenance costs*

<i>Project Costs:</i>	Expenses thru FY25	YE Estimates 2025-26	Budget 2026-27	Forecast 2027-28	Forecast 2028-29	Forecast 2029-30	Forecast 2030-31	Project Total
Design & Construction	Annual	\$ -	\$ 1,352,000	\$ 694,000	\$ 1,609,000	\$ 919,000	\$ 1,735,000	Annual
Project Management Fees		-	50,000	69,400	160,900	91,900	173,500	
General Fund Overhead Fees		-	67,600	34,700	80,450	45,950	86,750	
		<u>\$ -</u>	<u>\$ 1,469,600</u>	<u>\$ 798,100</u>	<u>\$ 1,850,350</u>	<u>\$ 1,056,850</u>	<u>\$ 1,995,250</u>	

# Stormwater Projects

## PROJECT SUMMARIES: MISCELLANEOUS PROJECTS

### CIP #7069: 5-YEAR MONITORING: 5TH STREET/KINSMAN ROAD EXTENSION

The two Coffee Creek stream restoration sites constructed during the 5th Street/Kinsman Road Extension (CIP #4196) as a result of bridge construction on 5th Street and on Kinsman Road requires five years of maintenance and monitoring.

*Priority: High*

*Justification: Regulatory requirement*

*Funding Sources: Stormwater Operating*

*Status: Annual*

*Estimated Date of Completion: FY 2028-29*

*Operations Impact: Not applicable*

<i>Project Costs:</i>	Expenses thru FY25	YE Estimates 2025-26	Budget 2026-27	Forecast 2027-28	Forecast 2028-29	Forecast 2029-30	Forecast 2030-31	Project Total
Design & Construction	Annual	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ -	\$ -	Annual
Project Management Fees		-	1,000	1,000	1,000	-	-	
General Fund Overhead Fees		500	500	500	500	-	-	
		<u>\$ 10,500</u>	<u>\$ 11,500</u>	<u>\$ 11,500</u>	<u>\$ 11,500</u>	<u>\$ -</u>	<u>\$ -</u>	

### CIP #7070: BOECKMAN CREEK RESTORATION

This project installs a rain gauge and flow meters along Boeckman Creek stream corridor to calibrate the City's storm system model and validate capital project needs. Results from the rain gauge and flow meters along Boeckman Creek will provide more accurate rainfall and runoff data and may help reduce Stormwater Master Plan capital project costs. The planned work in FY27 is to continue to collect data through another wet season after the Boeckman Creek stream restoration is complete.

*Priority: High*

*Justification: City Growth*

*Funding Source: Stormwater Operating*

*Status: Continued from FY 2024-25*

*Estimated Date of Completion: FY 2026-27*

*Operations Impact: To be determined*

<i>Project Costs:</i>	Expenses thru FY25	YE Estimates 2025-26	Budget 2026-27	Forecast 2027-28	Forecast 2028-29	Forecast 2029-30	Forecast 2030-31	Project Total
Design & Construction		\$ 65,179	\$ 90,000	\$ -	\$ -	\$ -	\$ -	
Project Management Fees		-	9,000	-	-	-	-	
General Fund Overhead Fees		-	4,500	-	-	-	-	
		<u>\$ 26,509</u>	<u>\$ 103,500</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 195,188</u>

### CIP #7074: 5-YEAR MONITORING: BOECKMAN CREEK RESTORATION

The Boeckman Creek stream restoration constructed as part of the Boeckman Creek Flow Mitigation project (CIP #7068) requires five years of maintenance and monitoring, including fish sampling in years 1, 3, and 5.

*Priority: High*

*Justification: Regulatory requirement*

*Funding Source: Stormwater Operating*

*Status: Annual*

*Estimated Date of Completion: FY 2031-32*

*Operations Impact: Not applicable*

<i>Project Costs:</i>	Expenses thru FY25	YE Estimates 2025-26	Budget 2026-27	Forecast 2027-28	Forecast 2028-29	Forecast 2029-30	Forecast 2030-31	Project Total
Design & Construction	Annual	\$ -	\$ 17,000	\$ 14,475	\$ 20,475	\$ 14,475	\$ 20,475	Annual
Project Management Fees		-	1,700	1,450	2,050	1,450	2,050	
General Fund Overhead Fees		-	850	750	1,050	750	1,050	
		<u>\$ -</u>	<u>\$ 19,550</u>	<u>\$ 16,675</u>	<u>\$ 23,575</u>	<u>\$ 16,675</u>	<u>\$ 23,575</u>	

## **CIP #7990: ANNUAL - COMMUNITY DEVELOPMENT SUPPORT FOR MISC. PROJECTS**

This project funds as-needed Engineering/Community Development staff supports for Stormwater Operations repair or replacement projects.

*Priority: High*

*Justification: Aging Infrastructure*

*Funding Source: Stormwater Operating*

*Status: Annual*

*Estimated Date of Completion: Annual*

*Operations Impact: Not applicable*

<b>Project Costs:</b>	<b>Expenses thru FY25</b>	<b>YE Estimates 2025-26</b>	<b>Budget 2026-27</b>	<b>Forecast 2027-28</b>	<b>Forecast 2028-29</b>	<b>Forecast 2029-30</b>	<b>Forecast 2030-31</b>	<b>Project Total</b>
Design & Construction	Annual	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Annual
Project Management Fees		11,000	20,500	21,115	21,748	22,401	23,073	
General Fund Overhead Fees		-	-	-	-	-	-	
		<u>\$ 11,000</u>	<u>\$ 20,500</u>	<u>\$ 21,115</u>	<u>\$ 21,748</u>	<u>\$ 22,401</u>	<u>\$ 23,073</u>	

## **CIP #7993: ANNUAL - FINAL CIP CLOSEOUT FROM PRIOR YEARS**

This project funds small project close-out expenditures for projects that are fundamentally complete and not budgeted, but which require limited amounts of staff time and attention the year after completion.

*Priority: High*

*Justification: City growth*

*Funding Sources: Stormwater Operating/Stormwater SDC*

*Status: Annual*

*Estimated Date of Completion: Annual*

*Operations Impact: Not applicable*

<b>Project Costs:</b>	<b>Expenses thru FY25</b>	<b>YE Estimates 2025-26</b>	<b>Budget 2026-27</b>	<b>Forecast 2027-28</b>	<b>Forecast 2028-29</b>	<b>Forecast 2029-30</b>	<b>Forecast 2030-31</b>	<b>Project Total</b>
Design & Construction	Annual	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Annual
Project Management Fees		15,000	25,500	26,265	27,053	27,865	28,700	
General Fund Overhead Fees		-	-	-	-	-	-	
		<u>\$ 15,000</u>	<u>\$ 25,500</u>	<u>\$ 26,265</u>	<u>\$ 27,053</u>	<u>\$ 27,865</u>	<u>\$ 28,700</u>	

## **CIP #7995: ANNUAL - EARLY PLANNING FOR FUTURE CIP PROJECTS**

This project is for staff efforts on future CIP projects which are in very early stages of project development and have not yet been created as a new CIP project. This project also covers staff time spent on regional planning efforts, such as Urban/Rural reserves, the Regional Transportation Plan, new regulatory requirements, and issues that will impact future demands and requirements for stormwater infrastructure and services.

*Priority: Medium*

*Justification: City growth*

*Funding Sources: Stormwater Operating/Stormwater SDC*

*Status: Annual*

*Estimated Date of Completion: Annual*

*Operations Impact: Not applicable*

<b>Project Costs:</b>	<b>Expenses thru FY25</b>	<b>YE Estimates 2025-26</b>	<b>Budget 2026-27</b>	<b>Forecast 2027-28</b>	<b>Forecast 2028-29</b>	<b>Forecast 2029-30</b>	<b>Forecast 2030-31</b>	<b>Project Total</b>
Design & Construction	Annual	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Annual
Project Management Fees		5,000	10,500	10,815	11,139	11,474	11,818	
General Fund Overhead Fees		-	-	-	-	-	-	
		<u>\$ 5,000</u>	<u>\$ 10,500</u>	<u>\$ 10,815</u>	<u>\$ 11,139</u>	<u>\$ 11,474</u>	<u>\$ 11,818</u>	

# Stormwater Projects

## CIP #7998: ANNUAL - 5-YEAR AND ANNUAL BUDGET PLANNING

This project funds staff time expenditures for developing and planning the annual capital project budget and the 5-year capital improvement program.

*Priority: High*

*Justification: Fiscal planning for CIPs*

*Funding Sources: Stormwater Operating/Stormwater SDC*

*Status: Annual*

*Estimated Date of Completion: Annual*

*Operations Impact: Not applicable*

<i>Project Costs:</i>	<b>Expenses thru FY25</b>	<b>YE Estimates 2025-26</b>	<b>Budget 2026-27</b>	<b>Forecast 2027-28</b>	<b>Forecast 2028-29</b>	<b>Forecast 2029-30</b>	<b>Forecast 2030-31</b>	<b>Project Total</b>
Design & Construction	Annual	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Annual
Project Management Fees		8,500	8,500	8,755	9,018	9,288	9,567	
General Fund Overhead Fees		-	-	-	-	-	-	
		<u>\$ 8,500</u>	<u>\$ 8,500</u>	<u>\$ 8,755</u>	<u>\$ 9,018</u>	<u>\$ 9,288</u>	<u>\$ 9,567</u>	

## CIP #7999: ANNUAL - PROJECT DESIGN & DEVELOPMENT

This project is used to fund design and development of unplanned or emergency projects that arise throughout the year. As these funds are used, they are recorded to the appropriate project account numbers.

*Priority: High*

*Justification: Unanticipated and emergency projects*

*Funding Sources: Stormwater Operating/Stormwater SDC*

*Status: Annual*

*Estimated Date of Completion: Annual*

*Operations Impact: Not applicable*

<i>Project Costs:</i>	<b>Expenses thru FY25</b>	<b>YE Estimates 2025-26</b>	<b>Budget 2026-27</b>	<b>Forecast 2027-28</b>	<b>Forecast 2028-29</b>	<b>Forecast 2029-30</b>	<b>Forecast 2030-31</b>	<b>Project Total</b>
Design & Construction	Annual	\$ 20,000	\$ 30,500	\$ 31,415	\$ 32,357	\$ 33,328	\$ 34,328	Annual
Project Management Fees		2,000	3,050	3,141	3,236	3,333	3,433	
General Fund Overhead Fees		1,000	1,525	1,571	1,618	1,666	1,716	
		<u>\$ 23,000</u>	<u>\$ 35,075</u>	<u>\$ 36,127</u>	<u>\$ 37,211</u>	<u>\$ 38,327</u>	<u>\$ 39,477</u>	

# Stormwater Projects

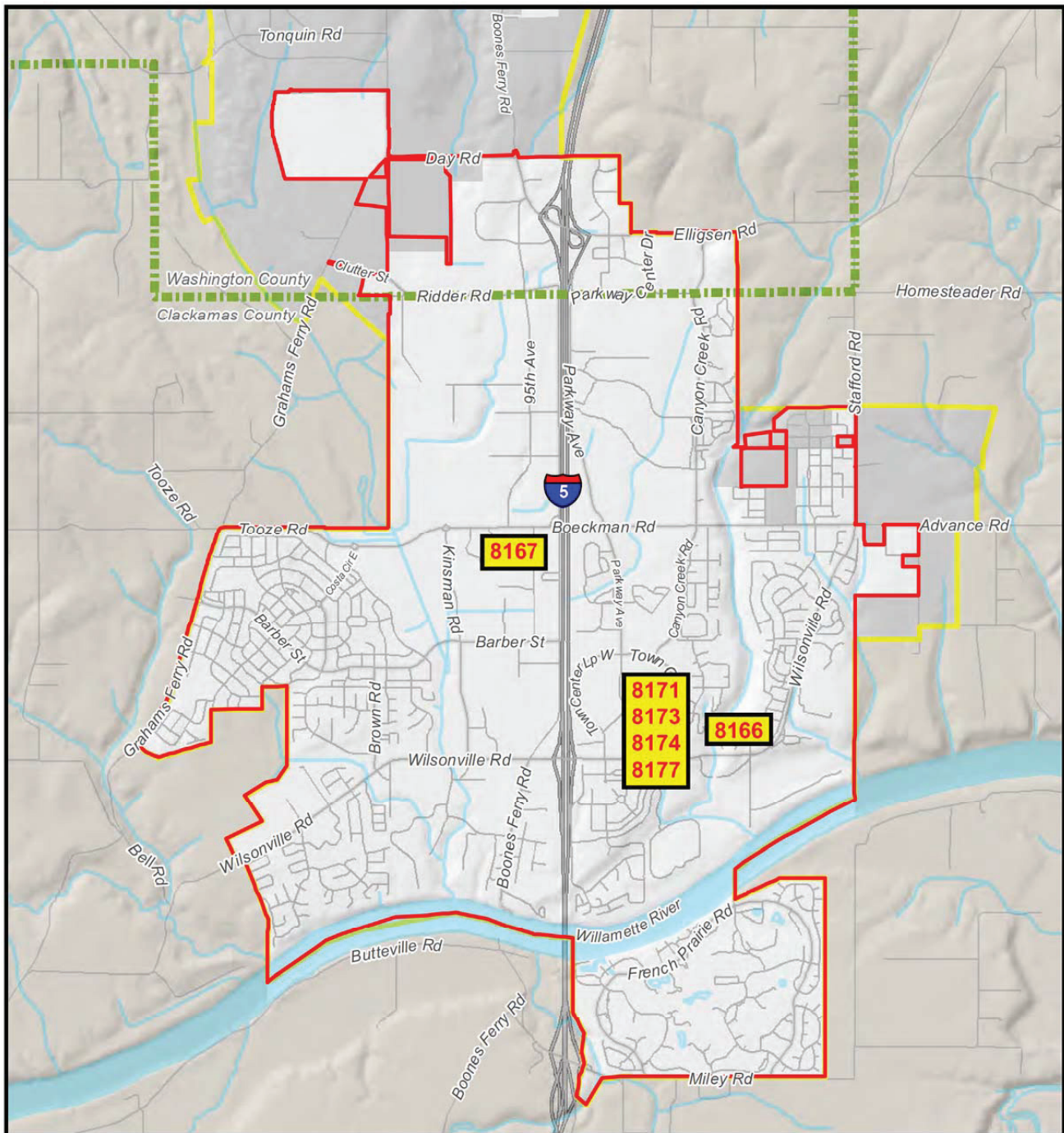
## Five Year Stormwater CIP Forecast Fiscal years 2026-27 through 2030-31

Project Name	Funding Source	2026-27	2027-28	2028-29	2029-30	2030-31
<b>Construction Projects</b>						
Gesellschaft Water Well Channel Restoration	Storm Ops	\$ 207,000	\$ 11,500	\$ -	\$ -	\$ -
Boeckman Creek Flow Mitigation	Storm Ops/Storm SDC	3,325,600	-	-	-	-
Miley Road Stormwater Improvements	Storm Ops	1,344,350	-	9,942,950	-	-
Charbonneau Storm Improvements Phase IIa	Storm Ops	919,000	-	-	-	-
Day Road Stormwater Improvements	Storm Ops/Storm SDC	1,990,650	7,393,550	-	3,905,400	-
Rose Lane Culvert Replacement	Storm Ops/Storm SDC	98,875	126,075	-	-	-
60th Avenue Stormwater Pipeline	Storm SDC	725,650	3,738,650	-	-	-
Boeckman Creek Stabilization at Colvin Lane	Storm Ops/Storm SDC	-	138,150	309,350	-	-
Library Pond Retrofit	Storm Ops/Storm SDC	-	365,000	1,705,450	-	-
Garden Acres Pond Retrofit	Storm Ops/Storm SDC	-	-	726,750	3,564,000	-
<b>Master Plans and Studies</b>						
Porous Pavement Pilot Study	Storm Ops	115,000	-	-	-	-
<b>Annual Maintenance Projects</b>						
Annual - Stormwater Miscellaneous Improvements	Storm Ops	89,250	89,250	89,250	89,250	89,250
Charbonneau Consolidated Plan - Stormwater Improvements	Storm Ops	1,469,600	798,100	1,850,350	1,056,850	1,995,250
<b>Miscellaneous Projects</b>						
5 Year Monitoring: 5th Street/Kinsman Road Extension	Storm Ops	11,500	11,500	11,500	-	-
Boeckman Creek Flow Monitoring	Storm Ops	103,500	-	-	-	-
5 Year Monitoring: Boeckman Creek Restoration	Storm Ops	19,550	16,675	23,575	16,675	23,575
Annual - CD Department Support for Miscellaneous Projects	Storm Ops	20,500	21,115	21,748	22,401	23,073
Annual - Stormwater CIP Final Closeout	Storm Ops/Storm SDC	25,500	26,265	27,053	27,865	28,700
Annual - Early Planning - Future Stormwater Projects	Storm Ops/Storm SDC	10,500	10,815	11,139	11,474	11,818
Annual - 5 Year and Annual Budget Development	Storm Ops/Storm SDC	8,500	8,755	9,018	9,288	9,567
Annual - Project Design and Development	Storm Ops/Storm SDC	35,075	36,127	37,211	38,327	39,477
		<u>\$ 10,519,600</u>	<u>\$ 12,791,527</u>	<u>\$ 14,765,344</u>	<u>\$ 8,741,530</u>	<u>\$ 2,220,710</u>
<b>Funding Sources</b>						
Stormwater Operations		\$ 8,094,100	\$ 6,132,445	\$ 14,231,772	\$ 5,976,259	\$ 2,185,877
Stormwater SDC		2,425,500	6,659,082	533,572	2,765,271	34,833
Total Funding Sources		<u>\$ 10,519,600</u>	<u>\$ 12,791,527</u>	<u>\$ 14,765,344</u>	<u>\$ 8,741,530</u>	<u>\$ 2,220,710</u>



Storm Water Detention Facility at the Boeckman Road Bridge over Boeckman Creek (CIP #4212).

# Facilities and Transit Projects



**The City of Wilsonville, Oregon**  
Clackamas and Washington Counties

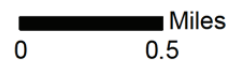


### City Boundaries

- Wilsonville City Limits
- County Boundary
- Urban Growth Bounday (UGB)



4/8/2024



# Facilities and Transit Projects

## Funding Sources

CIP #	Project Name	General Fund	Grants	Transit	Total Resources
<b>Construction Projects</b>					
8166	Police Building Seismic Rehabilitation	\$ -	\$ 1,576,983	\$ -	\$ 1,576,983
8167	Facility LED Lighting Conversion	105,000	-	105,000	210,000
8171	HVAC - Community Center Phase 2	300,000	-	-	300,000
8173	Town Center Transit Hub	-	-	57,500	57,500
8174	HVAC - Library	75,000	-	-	75,000
8177	Library Store Front Door Replacement	30,000	-	-	30,000
<b>Annual Maintenance Projects</b>					
8106	Annual - City Facility Repairs	57,000	-	-	57,000
8111	Annual - HVAC Repairs	60,000	-	-	60,000
8125	Annual Furniture Replacement	32,800	-	-	32,800
8151	Annual Facility Parking Lot Repairs	10,000	-	-	10,000
<b>Miscellaneous Projects</b>					
8990	Annual - CD Department Support for Miscellaneous Projects	20,500	-	-	20,500
8998	Annual-5 Year and Annual Budget Development	5,500	-	-	5,500
		<u>\$ 695,800</u>	<u>\$ 1,576,983</u>	<u>\$ 162,500</u>	<u>\$ 2,435,283</u>

# Facilities and Transit Projects

## PROJECT SUMMARIES: CONSTRUCTION PROJECTS

### CIP #8166: POLICE BUILDING SEISMIC REHABILITATION

The current Police Building, where the City’s primary emergency responders are based, requires seismic upgrades to ensure optimal performance in accordance with ASCE 41-17 standards. Structural improvements will include connection to mitigation cross grain bending at the ledgers, connections for drag members between each other and to the lateral force resisting elements, pier strengthening and increased foundation elements to mitigate uplift. Non-structural improvements include the addition of anchorage, bracing, shut off valves, flexible coupling for pipers, partitions, mechanical equipment and drop ceiling as required.

*Priority: Medium*

*Justification: Aging Infrastructure*

*Funding Sources: Grants*

*Status: Continued from FY 2024-25*

*Estimated Date of Completion: FY 2026-27*

*Operations Impact: To be determined*

<i>Project Costs:</i>	Expenses thru FY25	YE Estimates 2025-26	Budget 2026-27	Forecast 2027-28	Forecast 2028-29	Forecast 2029-30	Forecast 2030-31	Project Total
Design & Construction		\$ 1,500,000	\$ 1,576,983	\$ -	\$ -	\$ -	\$ -	
Project Management Fees		-	-	-	-	-	-	
General Fund Overhead Fees		-	-	-	-	-	-	
	<u>\$ 19,507</u>	<u>\$ 1,500,000</u>	<u>\$ 1,576,983</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 3,096,490</u>

### CIP #8167: FACILITY LED LIGHTING CONVERSION

Due to house bill 2531, Oregon has banned the sale of compact and linear fluorescent light bulbs. This project phases out all incandescent light bulbs within City facilities. City Hall, Public Library, and the Community Center have already received the LED conversions. The FY 2026-27 work includes lighting conversion at Smart/Fleet buildings and City Hall.

*Priority: Medium*

*Justification: Improvement*

*Funding Sources: General Fund/Transit*

*Status: Continued from FY 2024-25*

*Estimated Date of Completion: FY 2026-27*

*Operations Impact: Improvements to help decrease maintenance costs*

<i>Project Costs:</i>	Expenses thru FY25	YE Estimates 2025-26	Budget 2026-27	Forecast 2027-28	Forecast 2028-29	Forecast 2029-30	Forecast 2030-31	Project Total
Design & Construction		\$ 425,000	\$ 200,000	\$ -	\$ -	\$ -	\$ -	
Project Management Fees		-	-	-	-	-	-	
General Fund Overhead Fees		-	10,000	-	-	-	-	
	<u>\$ -</u>	<u>\$ 425,000</u>	<u>\$ 210,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 635,000</u>

# Facilities and Transit Projects

## CIP #8171: HVAC - COMMUNITY CENTER

There are three 5 ton HVAC units that supply heating and air conditioning to the classrooms, work out room, and sunroom of the Community Center. This includes replacement of the 28 year old HVAC systems and re-ducting of the heating zones in the lobby. The replacement of equipment would include the furnace, heat pump, and line sets, as well as the addition of a BAS controls system. In addition, the project would need to fund the structural design and construction of a new access hatch from the multi-purpose room into the mechanical room located in the attic above the restrooms. The hatch would be for access for the removal and installation of the new energy efficient furnaces.

Priority: Medium

Justification: Aging Infrastructure

Funding Sources: General Fund

Status: Continued from FY 2025-26

Estimated Date of Completion: FY 2026-27

Operations Impact: To be determined

Project Costs:	Expenses thru FY25	YE Estimates 2025-26	Budget 2026-27	Forecast 2027-28	Forecast 2028-29	Forecast 2029-30	Forecast 2030-31	Project Total
Design & Construction		\$ 70,500	\$ 300,000	\$ -	\$ -	\$ -	\$ -	
Project Management Fees		-	-	-	-	-	-	
General Fund Overhead Fees		-	-	-	-	-	-	
	<u>\$ -</u>	<u>\$ 70,500</u>	<u>\$ 300,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 370,500</u>

## CIP #8173: TOWN CENTER TRANSIT HUB

This is a transit hub located in Town Center to serve as a beginning/end point for bus service on the east side of I-5. The planning funds are for a consultant for determining the site. This facility includes a breakroom and restroom for operators (modular building), a bus shelter and bench, small sidewalk modifications, minor changes to street striping and signage, and electrical/water hookup of the modular building. The project also includes bus stop amenities around the new facility, in particular to make transfers between routes easier and more accessible.

Priority: Medium

Justification: City Growth

Funding Sources: Transit Fund/Grants

Status: New Project

Estimated Date of Completion: FY 2028-29

Operations Impact: To be determined

Project Costs:	Expenses thru FY25	YE Estimates 2025-26	Budget 2026-27	Forecast 2027-28	Forecast 2028-29	Forecast 2029-30	Forecast 2030-31	Project Total
Design & Construction		\$ -	\$ 50,000	\$ 79,350	\$ 275,080	\$ -	\$ -	
Project Management Fees		-	5,000	6,900	23,920	-	-	
General Fund Overhead Fees		-	2,500	-	-	-	-	
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 57,500</u>	<u>\$ 86,250</u>	<u>\$ 299,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 442,750</u>

## CIP #8174: HVAC - LIBRARY

There are 11 HVAC units that were installed during the 2001 addition to the Library. These units are the typical furnace/heat pump set-ups with the line sets underground and covered by a concrete slab. This project would convert the system over to a Variable Refrigerant Volume (VRV) system. This would consist of three outdoor inverters in place of the 11 heat pumps. Each inverter would control a different section of the library and one zone would be placed on back up power housed next to the inverters. The furnaces would be replaced by air handlers for further air distribution.

Priority: Medium

Justification: Aging Infrastructure

Funding Sources: General Fund

Status: New Project

Estimated Date of Completion: FY 2026-27

Operations Impact: To be determined

Project Costs:	Expenses thru FY25	YE Estimates 2025-26	Budget 2026-27	Forecast 2027-28	Forecast 2028-29	Forecast 2029-30	Forecast 2030-31	Project Total
Design & Construction		\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ -	
Project Management Fees		-	-	-	-	-	-	
General Fund Overhead Fees		-	-	-	-	-	-	
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 75,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 75,000</u>

# Facilities and Transit Projects

## **CIP #8177: LIBRARY FRONT DOOR REPLACEMENT**

The library has three sets of double door store fronts that receive extreme use and are 25 years old. The hardware is outdated and has been repaired several times. This project would replace all the doors, panic hardware, ADA hardware and reconnect all access control to our current safety and security standards.

*Priority: Medium*

*Justification: Aging Infrastructure*

*Funding Sources: General Fund*

*Status: New Project*

*Estimated Date of Completion: FY 2026-27*

*Operations Impact: To be determined*

<b>Project Costs:</b>	<b>Expenses thru FY25</b>	<b>YE Estimates 2025-26</b>	<b>Budget 2026-27</b>	<b>Forecast 2027-28</b>	<b>Forecast 2028-29</b>	<b>Forecast 2029-30</b>	<b>Forecast 2030-31</b>	<b>Project Total</b>
Design & Construction		\$ -	\$ 30,000	\$ -	\$ -	\$ -	\$ -	
Project Management Fees		-	-	-	-	-	-	
General Fund Overhead Fees		-	-	-	-	-	-	
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 30,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 30,000</u>



Transit Oriented Development (TOD) project completion at Wilsonville Transit Center (CIP #8156).

**PROJECT SUMMARIES: ANNUAL MAINTENANCE PROJECTS**

**CIP #8106: ANNUAL - CITY FACILITY REPAIRS**

This project provides an annual budget used for unforeseen repair/replace of Facilities projects outside of the anticipated maintenance budget.

*Priority: Medium*

*Justification: Aging Infrastructure/Public Safety*

*Funding Sources: General Fund*

*Status: Annual*

*Estimated Date of Completion: Annual*

*Operations Impact: Ongoing maintenance costs to remain the same*

<i>Project Costs:</i>	Expenses thru FY25	YE Estimates 2025-26	Budget 2026-27	Forecast 2027-28	Forecast 2028-29	Forecast 2029-30	Forecast 2030-31	Project Total
Design & Construction	Annual	\$ 82,000	\$ 57,000	\$ 57,000	\$ 57,000	\$ 57,000	\$ 57,000	Annual
Project Management Fees		-	-	-	-	-	-	
General Fund Overhead Fees		-	-	-	-	-	-	
		<u>\$ 82,000</u>	<u>\$ 57,000</u>	<u>\$ 57,000</u>	<u>\$ 57,000</u>	<u>\$ 57,000</u>	<u>\$ 57,000</u>	

**CIP #8111: ANNUAL - HVAC REPLACEMENTS**

This project will replace aging and inefficient heating, ventilating, air conditioning (HVAC) units in various City buildings.

*Priority: Medium*

*Justification: Aging Infrastructure*

*Funding Sources: General Fund*

*Status: Annual*

*Estimated Date of Completion: Annual*

*Operations Impact: Improvements to help decrease maintenance costs*

<i>Project Costs:</i>	Expenses thru FY25	YE Estimates 2025-26	Budget 2026-27	Forecast 2027-28	Forecast 2028-29	Forecast 2029-30	Forecast 2030-31	Project Total
Design & Construction	Annual	\$ 130,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	Annual
Project Management Fees		-	-	-	-	-	-	
General Fund Overhead Fees		-	-	-	-	-	-	
		<u>\$ 130,000</u>	<u>\$ 60,000</u>	<u>\$ 60,000</u>	<u>\$ 60,000</u>	<u>\$ 60,000</u>	<u>\$ 60,000</u>	

**CIP #8125: ANNUAL - FURNITURE REPLACEMENT**

This project allows the Facilities department to replace furniture in public spaces throughout the City facilities as required.

*Priority: Medium*

*Justification: Aging Infrastructure*

*Funding Sources: General Fund*

*Status: Annual*

*Estimated Date of Completion: Annual*

*Operations Impact: Ongoing maintenance expected to remain the same*

<i>Project Costs:</i>	Expenses thru FY25	YE Estimates 2025-26	Budget 2026-27	Forecast 2027-28	Forecast 2028-29	Forecast 2029-30	Forecast 2030-31	Project Total
Design & Construction	Annual	\$ 32,800	\$ 32,800	\$ 33,784	\$ 34,798	\$ 35,841	\$ 36,917	Annual
Project Management Fees		-	-	-	-	-	-	
General Fund Overhead Fees		-	-	-	-	-	-	
		<u>\$ 32,800</u>	<u>\$ 32,800</u>	<u>\$ 33,784</u>	<u>\$ 34,798</u>	<u>\$ 35,841</u>	<u>\$ 36,917</u>	

# Facilities and Transit Projects

## CIP #8151: ANNUAL - FACILITY PARKING LOT REPAIRS

This annual project is for repairing the City’s parking lots. For FY 2026-27, Boones Ferry Park parking lot will receive crack sealing, slurry sealing, and striping.

Priority: Medium

Justification: Aging Infrastructure

Funding Sources: General Fund

Status: Annual

Estimated Date of Completion: Annual

Operations Impact: Improvements to help decrease maintenance costs

Project Costs:	Expenses thru FY25	YE Estimates 2025-26	Budget 2026-27	Forecast 2027-28	Forecast 2028-29	Forecast 2029-30	Forecast 2030-31	Project Total
Design & Construction	Annual	\$ 72,301	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	Annual
Project Management Fees		-	-	-	-	-	-	
General Fund Overhead Fees		-	-	-	-	-	-	
		<u>\$ 72,301</u>	<u>\$ 10,000</u>	<u>\$ 10,000</u>	<u>\$ 10,000</u>	<u>\$ 10,000</u>	<u>\$ 10,000</u>	

## PROJECT SUMMARIES: MISCELLANEOUS PROJECTS

### CIP #8990: ANNUAL - COMMUNITY DEVELOPMENT SUPPORT FOR MISC. PROJECTS

This project funds as-needed Engineering/Community Development staff support for Facilities and Transit.

Priority: High

Justification: Aging Infrastructure

Funding Sources: General Fund

Status: Annual

Estimated Date of Completion: Annual

Operations Impact: Not Applicable

Project Costs:	Expenses thru FY25	YE Estimates 2025-26	Budget 2026-27	Forecast 2027-28	Forecast 2028-29	Forecast 2029-30	Forecast 2030-31	Project Total
Design & Construction	Annual	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Annual
Project Management Fees		11,000	20,500	21,115	21,748	22,401	23,073	
General Fund Overhead Fees		-	-	-	-	-	-	
		<u>\$ 11,000</u>	<u>\$ 20,500</u>	<u>\$ 21,115</u>	<u>\$ 21,748</u>	<u>\$ 22,401</u>	<u>\$ 23,073</u>	

### CIP #8998: ANNUAL - 5-YEAR AND ANNUAL BUDGET PLANNING

This project funds as-needed Engineering/Community Development staff support for Facilities and Transit.

Priority: High

Justification: Aging Infrastructure

Funding Sources: General Fund

Status: Annual

Estimated Date of Completion: Annual

Operations Impact: Not Applicable

Project Costs:	Expenses thru FY25	YE Estimates 2025-26	Budget 2026-27	Forecast 2027-28	Forecast 2028-29	Forecast 2029-30	Forecast 2030-31	Project Total
Design & Construction	Annual	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Annual
Project Management Fees		5,200	5,500	5,665	5,835	6,010	6,190	
General Fund Overhead Fees		-	-	-	-	-	-	
		<u>\$ 5,200</u>	<u>\$ 5,500</u>	<u>\$ 5,665</u>	<u>\$ 5,835</u>	<u>\$ 6,010</u>	<u>\$ 6,190</u>	

# Facilities and Transit Projects

## Five Year Facilities CIP Forecast Fiscal years 2026-27 through 2030-31

Project Name	Funding Source	2026-27	2027-28	2028-29	2029-30	2030-31
<b>Construction Projects</b>						
Police Building Seismic Rehabilitation	Grants	\$ 1,576,983	\$ -	\$ -	\$ -	\$ -
Facility LED Lighting Conversion	General Fund/Transit	210,000	-	-	-	-
HVAC - Community Center Phase 2	General Fund	300,000	-	-	-	-
Town Center Transit Hub	Transit/STIF	57,500	86,250	299,000	-	-
HVAC - Library	General Fund	75,000	-	-	-	-
Library Store Front Door Replacement	General Fund	30,000	-	-	-	-
<b>Annual Maintenance Projects</b>						
Annual - City Facility Repairs	General Fund	57,000	57,000	57,000	57,000	57,000
Annual - HVAC Repairs	General Fund	60,000	60,000	60,000	60,000	60,000
Annual Furniture Replacement	General Fund	32,800	33,784	34,798	35,841	36,917
Annual Facility Parking Lot Repairs	General Fund	10,000	10,000	10,000	10,000	10,000
<b>Miscellaneous Projects</b>						
Annual - CD Department Support for Miscellaneous Projects	General Fund	20,500	21,115	21,748	22,401	23,073
Annual-5 Year and Annual Budget Development	General Fund	5,500	5,665	5,835	6,010	6,190
		<u>\$ 2,435,283</u>	<u>\$ 273,814</u>	<u>\$ 488,381</u>	<u>\$ 191,252</u>	<u>\$ 193,180</u>
<b>Funding Sources</b>						
General Fund		\$ 695,800	\$ 187,564	\$ 189,381	\$ 191,252	\$ 193,180
Grants		1,576,983	-	-	-	-
Transit Fund		162,500	86,250	299,000	-	-
Total Funding Sources		<u>\$ 2,435,283</u>	<u>\$ 273,814</u>	<u>\$ 488,381</u>	<u>\$ 191,252</u>	<u>\$ 193,180</u>

## Information Technology Projects



Staff working with partners to evaluate City fiber for splicing (CIP #8093).

## Funding Sources

CIP #	Project Name	General Fund	CD Fund	Water Fund	Total Resources
<b>Miscellaneous Projects</b>					
8093	Fiber Connectivity Project	\$ 25,000	\$ -	\$ 50,000	\$ 75,000
8122	Annual Copier Replacement Program	18,000	9,000	-	\$ 27,000
8127	Annual Network Upgrades	50,000	-	-	\$ 50,000
8129	Security Access System	10,000	-	-	\$ 10,000
		<u>\$ 103,000</u>	<u>\$ 9,000</u>	<u>\$ 50,000</u>	<u>\$ 162,000</u>

## PROJECT SUMMARIES: MISCELLANEOUS PROJECTS

### CIP #8093: FIBER CONNECTIVITY PROJECT

City growth and changes of technology are driving the need to extend fiber connections to the City’s many facilities to provide reliable and secure IT connections. This is a reoccurring project addressing Fiber Projects throughout the City. Generally it is used to pull or connect fiber through conduit already placed in other City projects. It can also be used for projects partnering with other vendors doing work in the City that would offer mutual benefit.

*Priority: High*

*Justification: City Growth*

*Funding Sources: General Fund*

*Status: Annual*

*Estimated Date of Completion: Annual*

*Operations Impact: Not applicable*

<i>Project Costs:</i>	Expenses thru FY25	YE Estimates 2025-26	Budget 2026-27	Forecast 2027-28	Forecast 2028-29	Forecast 2029-30	Forecast 2030-31	Project Total
Design & Construction	Annual	\$ 395,000	\$ 75,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	Annual
Project Management Fees		-	-	-	-	-	-	
General Fund Overhead Fees		-	-	-	-	-	-	
		<u>\$ 395,000</u>	<u>\$ 75,000</u>	<u>\$ 100,000</u>	<u>\$ 100,000</u>	<u>\$ 100,000</u>	<u>\$ 100,000</u>	

# Information Technology Projects

## CIP #8122: ANNUAL - COPIER REPLACEMENT PROGRAM

This project provides annual funding for replacement of office copiers throughout the City, which cycle through a 5 year replacement schedule. FY 2026-27 replacements include copiers at City Hall, Parks & Rec, and Public Works.

Priority: High

Justification: Equipment Life Cycle

Funding Sources: General Fund/Program Specific

Status: Annual

Estimated Date of Completion: Annual

Operations Impact: Not applicable

Project Costs:	Expenses thru FY25	YE Estimates 2025-26	Budget 2026-27	Forecast 2027-28	Forecast 2028-29	Forecast 2029-30	Forecast 2030-31	Project Total
Design & Construction	Annual	\$ 22,000	\$ 27,000	\$ 18,000	\$ 27,000	\$ 37,000	\$ 18,000	Annual
Project Management Fees		-	-	-	-	-	-	
General Fund Overhead Fees		-	-	-	-	-	-	
		<u>\$ 22,000</u>	<u>\$ 27,000</u>	<u>\$ 18,000</u>	<u>\$ 27,000</u>	<u>\$ 37,000</u>	<u>\$ 18,000</u>	

## CIP #8127: ANNUAL - NETWORK UPGRADES

This project provides annual funding for the annual network upgrades required throughout the City.

Priority: High

Justification: Equipment Life Cycle

Funding Sources: General Fund

Status: Annual

Estimated Date of Completion: Annual

Operations Impact: Not applicable

Project Costs:	Expenses thru FY25	YE Estimates 2025-26	Budget 2026-27	Forecast 2027-28	Forecast 2028-29	Forecast 2029-30	Forecast 2030-31	Project Total
Design & Construction	Annual	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	Annual
Project Management Fees		-	-	-	-	-	-	
General Fund Overhead Fees		-	-	-	-	-	-	
		<u>\$ 50,000</u>	<u>\$ 50,000</u>	<u>\$ 50,000</u>	<u>\$ 50,000</u>	<u>\$ 50,000</u>	<u>\$ 50,000</u>	

## CIP #8129: SECURITY ACCESS SYSTEM

This project is to update the physical access via keys to City Facilities and update the card access and camera systems to match the new products at the Public Works facility. The current card access system is nearing end of life and the security camera system is made up of multiple aging systems making administration difficult. The management infrastructure for the new card access and camera systems will be installed as part of the construction of the Public Works facility. The plan is to update facilities each year until everything is on the same system.

Priority: High

Justification: Public Safety

Funding Sources: General Fund

Status: Continued from FY 2021-22

Estimated Date of Completion: FY 2026-27

Operations Impact: To be determined

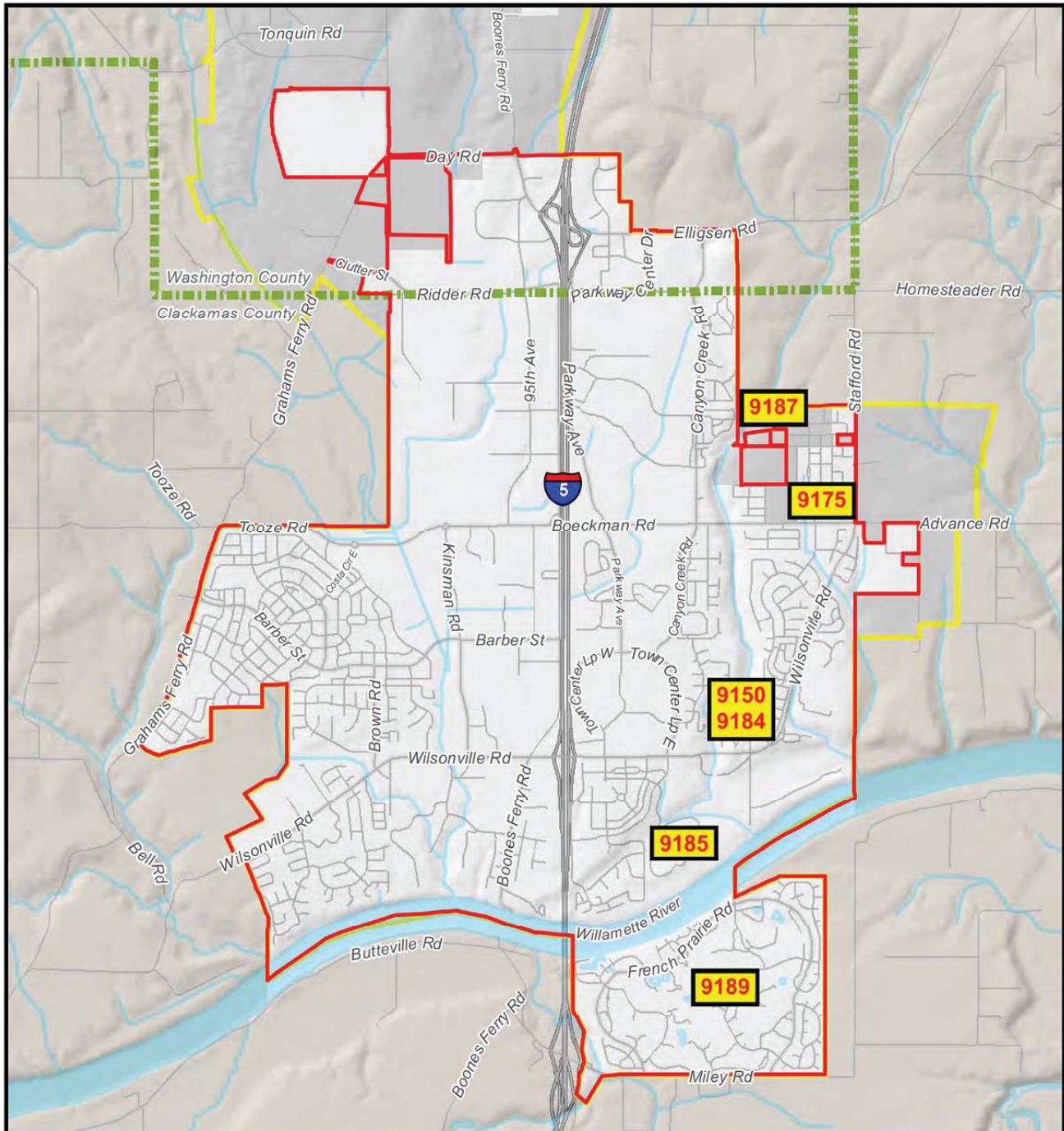
Project Costs:	Expenses thru FY25	YE Estimates 2025-26	Budget 2026-27	Forecast 2027-28	Forecast 2028-29	Forecast 2029-30	Forecast 2030-31	Project Total
Design & Construction		\$ 375,000	\$ 10,000	\$ -	\$ -	\$ -	\$ -	
Project Management Fees		-	-	-	-	-	-	
General Fund Overhead Fees		-	-	-	-	-	-	
		<u>\$ 848,686</u>	<u>\$ 375,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,233,686</u>

# Information Technology Projects

## Five Year Information Technology CIP Forecast Fiscal years 2026-27 through 2030-31

Project Name	Funding Source	2026-27	2027-28	2028-29	2029-30	2030-31
<b>Miscellaneous Projects</b>						
Fiber Connectivity Project	General Fund	\$ 75,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
Annual Copier Replacement Program	General Fund/Program Specific	27,000	18,000	27,000	37,000	18,000
Annual Network Upgrades	General Fund	50,000	50,000	50,000	50,000	50,000
Security Access System	General Fund	10,000	-	-	-	-
		<u>\$ 162,000</u>	<u>\$ 168,000</u>	<u>\$ 177,000</u>	<u>\$ 187,000</u>	<u>\$ 168,000</u>
<b>Funding Sources</b>						
General Fund		\$ 103,000	\$ 168,000	\$ 177,000	\$ 159,000	\$ 131,000
Water Fund		50,000	-	-	-	-
Tranist Fund		-	-	-	-	9,000
Community Development Fund		9,000	-	-	28,000	28,000
	Total Funding Sources	<u>\$ 162,000</u>	<u>\$ 168,000</u>	<u>\$ 177,000</u>	<u>\$ 187,000</u>	<u>\$ 168,000</u>

# Parks Projects



**The City of Wilsonville, Oregon**  
Clackamas and Washington Counties

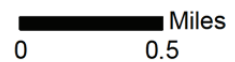


### City Boundaries

- Wilsonville City Limits
- County Boundary
- Urban Growth Bounday (UGB)



4/8/2024



## Funding Sources

CIP #	Project Name	Parks SDC	General Fund	Grants & Contributions	Frog Pond Fund	Total Resources
<b>Construction Projects</b>						
9150	Boeckman Creek Regional Trail South	\$ 110,000	\$ -	\$ -	\$ -	\$ 110,000
9184	Boeckman Creek Trail Boardwalk	50,540	-	179,460	-	230,000
9185	Memorial Park Ballfield Safety Improvements	-	630,135	-	-	630,135
9187	Boeckman Creek Trail – Frog Pond Infill	195,500	-	-	-	195,500
9175	Frog Pond West Neighborhood Park	-	-	-	62,500	62,500
<b>Master Plan and Studies</b>						
9189	Charbonneau Master Tree Plan	-	120,000	-	-	120,000
<b>Miscellaneous Projects</b>						
9087	Tree Mitigation	-	-	22,000	-	22,000
9148	Boeckman Creek Trail Slope Stabilization	-	25,000	-	-	25,000
9172	Annual Interpretative Panel Repairs	-	13,000	-	-	13,000
9174	Annual - Parks & Green Spaces ADA Improvements	-	25,000	-	-	25,000
9179	Annual - Urban Forest Climate Resilience	-	50,000	-	-	50,000
9990	Annual - CD Department Support for Miscellaneous Projects	5,055	15,445	-	-	20,500
9993	Annual - Parks CIP Closeout	6,288	19,212	-	-	25,500
9995	Annual - Early Planning - Future Prks Projects	2,590	7,910	-	-	10,500
9998	Annual - 5 Year and Annual Budget Development	2,096	6,404	-	-	8,500
		<u>\$ 372,069</u>	<u>\$ 912,106</u>	<u>\$ 201,460</u>	<u>\$ 62,500</u>	<u>\$ 1,548,135</u>

# Parks Projects

## PROJECT SUMMARIES: CONSTRUCTION PROJECTS

### CIP #9150: BOECKMAN CREEK REGIONAL TRAIL SOUTH

This project provides regional trail improvements to the Boeckman Creek Trail between the Memorial Park Pump Station and Boeckman Road connection. This project is to be coordinated with the Boeckman Creek Interceptor project (CIP #2107).

*Priority: High*

*Justification: City Growth*

*Funding Sources: Parks SDC*

*Status: Continued from FY 2022-23*

*Estimated Date of Completion: FY 2027-28*

*Operations Impact: Costs to be determined at the completion of planning phase*

<i>Project Costs:</i>	Expenses thru FY25	YE Estimates 2025-26	Budget 2026-27	Forecast 2027-28	Forecast 2028-29	Forecast 2029-30	Forecast 2030-31	Project Total
Design & Construction		\$ -	\$ 100,000	\$ 292,116	\$ -	\$ -	\$ -	
Project Management Fees		-	5,000	13,278	-	-	-	
General Fund Overhead Fees		-	5,000	14,606	-	-	-	
	\$ 84,000	\$ -	\$ 110,000	\$ 320,000	\$ -	\$ -	\$ -	\$ 514,000

### CIP #9184: BOECKMAN CREEK TRAIL BOARDWALK

This project extends the Boeckman Creek Regional Trail from the south ending point to be constructed with the Boeckman Creek Interceptor and Trail project (CIP #2107 & #9150) to Memorial Park with construction of a pedestrian and bikeway boardwalk. The City has applied for a Oregon Community Paths grant to help fund this project and would only move forward upon award of the grant funds.

*Priority: High*

*Justification: City Growth*

*Funding Sources: Parks SDC/Grants & Contributions*

*Status: Continued from 2025-26*

*Estimated Date of Completion: FY 2028-29*

*Operations Impact: Costs to be determined at the completion of planning phase*

<i>Project Costs:</i>	Expenses thru FY25	YE Estimates 2025-26	Budget 2026-27	Forecast 2027-28	Forecast 2028-29	Forecast 2029-30	Forecast 2030-31	Project Total
Design & Construction		\$ -	\$ 200,000	\$ 1,561,000	\$ 5,244,000	\$ -	\$ -	
Project Management Fees		6,000	30,000	150,000	200,000	-	-	
General Fund Overhead Fees		-	-	-	-	-	-	
	\$ -	\$ 6,000	\$ 230,000	\$ 1,711,000	\$ 5,444,000	\$ -	\$ -	\$ 7,391,000

**CIP #9185: MEMORIAL PARK BALLFIELD SAFETY IMPROVEMENTS**

This project makes needed safety improvements to Memorial Park ballfields 1, 2 and 3, including installation of 15-foot tall backstops, 35-foot high safety netting and new dugouts.

*Priority: High*

*Justification: Public Safety*

*Funding Sources: General Fund*

*Status: Continued from FY 2025-26*

*Estimated Date of Completion: FY 2026-27*

*Operations Impact: Costs to be determined at the completion of planning phase*

<i>Project Costs:</i>	Expenses thru FY25	YE Estimates 2025-26	Budget 2026-27	Forecast 2027-28	Forecast 2028-29	Forecast 2029-30	Forecast 2030-31	Project Total
Design & Construction		\$ 300,000	\$ 572,850	\$ -	\$ -	\$ -	\$ -	
Project Management Fees		35,000	57,285	-	-	-	-	
General Fund Overhead Fees		-	-	-	-	-	-	
	<u>\$ -</u>	<u>\$ 335,000</u>	<u>\$ 630,135</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 965,135</u>



Construction of Frog Pond Neighborhood Park (CIP #9175) on January 22, 2026.

# Parks Projects

## CIP #9187: BOECKMAN CREEK TRAIL – FROG POND INFILL

This project would infill a 180-foot gap in the Boeckman Creek Regional Trail, connecting trail sections constructed as part of the Frog Pond Overlook and Frog Pond Vista subdivisions. This would provide pedestrians a safe route that prevents trespassing across private property. The project will include right-of-way dedication or acquisition.

*Priority: Medium*

*Justification: Public Safety*

*Funding Sources: Parks SDCs*

*Status: Continued from FY 2025-26*

*Estimated Date of Completion: FY 2026-27*

*Operations Impact: Costs to be determined at the completion of planning phase*

<i>Project Costs:</i>	Expenses thru FY25	YE Estimates 2025-26	Budget 2026-27	Forecast 2027-28	Forecast 2028-29	Forecast 2029-30	Forecast 2030-31	Project Total
Design & Construction		\$ 85,000	\$ 170,000	\$ -	\$ -	\$ -	\$ -	
Project Management Fees		13,000	17,000	-	-	-	-	
General Fund Overhead Fees		4,250	8,500	-	-	-	-	
	<u>\$ -</u>	<u>\$ 102,250</u>	<u>\$ 195,500</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 297,750</u>

## CIP #9175: FROG POND WEST NEIGHBORHOOD PARK

The new 2.93-acre neighborhood park in the Frog Pond West neighborhood will provide walking paths, a playground, outdoor fitness equipment, a small shelter, an open lawn area, and a restored native meadow along with other amenities.

*Priority: Medium*

*Justification: Energy Savings*

*Funding Sources: Frog Pond Fund*

*Status: Continued from FY 2022-23*

*Estimated Date of Completion: FY 2026-27*

*Operations Impact: To be determined*

<i>Project Costs:</i>	Expenses thru FY25	YE Estimates 2025-26	Budget 2026-27	Forecast 2027-28	Forecast 2028-29	Forecast 2029-30	Forecast 2030-31	Project Total
Design & Construction		\$ 1,450,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -	
Project Management Fees		100,000	10,000	-	-	-	-	
General Fund Overhead Fees		-	2,500	-	-	-	-	
	<u>\$ 1,783,121</u>	<u>\$ 1,550,000</u>	<u>\$ 62,500</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 3,395,621</u>

## PROJECT SUMMARIES: MASTER PLAN AND STUDIES

### CIP #9189: CHARBONNEAU MASTER TREE PLAN

This project develops a Master Tree Planting Plan working with the Charbonneau community for the aging red oaks along French Prairie Road, aligned with the local and City-wide canopy goals.

*Priority: Medium*

*Justification: Aging Infrastructure*

*Funding Sources: General Fund*

*Status: New Project*

*Estimated Date of Completion: FY 2026-27*

*Operations Impact: To be determined*

<i>Project Costs:</i>	Expenses thru FY25	YE Estimates 2025-26	Budget 2026-27	Forecast 2027-28	Forecast 2028-29	Forecast 2029-30	Forecast 2030-31	Project Total
Design & Construction		\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	
Project Management Fees		-	20,000	-	-	-	-	
General Fund Overhead Fees		-	-	-	-	-	-	
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 120,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 120,000</u>

**PROJECT SUMMARIES: MISCELLANEOUS PROJECTS**

**CIP #9087: ANNUAL - TREE MITIGATION**

This project was established as part of the WC 4.600 Tree Preservation and Protection section of the City Code. Funds are used to reimburse tree permit applicants mitigation, tree planting events, Arbor Day celebrations, and for general tree work community-wide. Work in FY 2026-27 will include Wilsonville Heritage Tree Program signage.

*Priority: High*  
*Justification: City Growth*  
*Funding Sources: Contributions*  
*Status: Annual*  
*Estimated Date of Completion: Annual*  
*Operations Impact: Not applicable*

<i>Project Costs:</i>	Expenses thru FY25	YE Estimates 2025-26	Budget 2026-27	Forecast 2027-28	Forecast 2028-29	Forecast 2029-30	Forecast 2030-31	Project Total
Design & Construction	Annual	\$ 5,000	\$ 22,000	\$ 22,000	\$ 22,000	\$ 22,000	\$ 22,000	Annual
Project Management Fees		-	-	-	-	-	-	
General Fund Overhead Fees		-	-	-	-	-	-	
		<u>\$ 5,000</u>	<u>\$ 22,000</u>	<u>\$ 22,000</u>	<u>\$ 22,000</u>	<u>\$ 22,000</u>	<u>\$ 22,000</u>	

**CIP #9148: BOECKMAN TRAIL SLOPE STABILIZATION**

The continued maintenance and repair of the slope along the Boeckman Creek Trail is a critical item for the continued success of the trail. While the slope does not pose an immediate risk currently, the increase in significant rainfall events paired with a high level of community use have resulted in many areas along the trail that will need continued management. This work is critical to support continued use of the trail by community members.

*Priority: Medium*  
*Justification: Public Safety*  
*Funding Sources: General Fund*  
*Status: Annual*  
*Estimated Date of Completion: Annual*  
*Operations Impact: Not applicable*

<i>Project Costs:</i>	Expenses thru FY25	YE Estimates 2025-26	Budget 2026-27	Forecast 2027-28	Forecast 2028-29	Forecast 2029-30	Forecast 2030-31	Project Total
Design & Construction	Annual	\$ 15,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	Annual
Project Management Fees		-	-	-	-	-	-	
General Fund Overhead Fees		-	-	-	-	-	-	
		<u>\$ 15,000</u>	<u>\$ 25,000</u>	<u>\$ 25,000</u>	<u>\$ 25,000</u>	<u>\$ 25,000</u>	<u>\$ 25,000</u>	

**CIP #9152: ANNUAL - PLAY STRUCTURE REPLACEMENT**

This is an annual budget item that provides funds to make minor improvements and replace equipment for existing playground structures. Structures include the Playgrounds at Courtside Park, Town Center Park, Engelman Park, Piccadilly Park, and Edelweiss Park. This project is on hold for FY 2026-27.

*Priority: Medium*  
*Justification: Public Safety*  
*Funding Sources: General Fund*  
*Status: Annual*  
*Estimated Date of Completion: Annual*  
*Operations Impact: Not applicable*

<i>Project Costs:</i>	Expenses thru FY25	YE Estimates 2025-26	Budget 2026-27	Forecast 2027-28	Forecast 2028-29	Forecast 2029-30	Forecast 2030-31	Project Total
Design & Construction	Annual	\$ 73,029	\$ -	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000	Annual
Project Management Fees		-	-	-	-	-	-	
General Fund Overhead Fees		-	-	-	-	-	-	
		<u>\$ 73,029</u>	<u>\$ -</u>	<u>\$ 125,000</u>	<u>\$ 125,000</u>	<u>\$ 125,000</u>	<u>\$ 125,000</u>	

# Parks Projects

## CIP #9172: ANNUAL - INTERPRETIVE SIGN REPLACEMENT

The needed upkeep and subsequent replacement of historical and informative panels in Wilsonville is being accomplished with this CIP. This CIP was implemented in FY 2021-22 and resulted in 5 historical signs at the Stein Boozier barn to be updated. With nearly 80 historical and informative panels in the city, a rotational replacement schedule of approximately 5 signs per year has been implemented with the first 5 years currently under contract. An approximate 15 year schedule will ensure that signs do not fall into disrepair.

*Priority: Medium*

*Justification: Aging Infrastructure*

*Funding Sources: General Fund*

*Status: Annual*

*Estimated Date of Completion: Annual*

*Operations Impact: Not applicable*

<b>Project Costs:</b>	<b>Expenses thru FY25</b>	<b>YE Estimates 2025-26</b>	<b>Budget 2026-27</b>	<b>Forecast 2027-28</b>	<b>Forecast 2028-29</b>	<b>Forecast 2029-30</b>	<b>Forecast 2030-31</b>	<b>Project Total</b>
Design & Construction	Annual	\$ 12,130	\$ 13,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	Annual
Project Management Fees		-	-	-	-	-	-	
General Fund Overhead Fees		-	-	-	-	-	-	
		<u>\$ 12,130</u>	<u>\$ 13,000</u>	<u>\$ 20,000</u>	<u>\$ 20,000</u>	<u>\$ 20,000</u>	<u>\$ 20,000</u>	



Updating picnic tables as part of the ADA park improvements (CIP #9174).

**CIP #9174: ANNUAL - PARKS AND GREEN SPACES ADA IMPLEMENTATION**

This is an annual budget item that provides funds to construct ADA improvements within Wilsonville parks and greenspaces as identified in the 2015 ADA Transition Plan.

*Priority: Medium*

*Justification: Aging Infrastructure/Regulatory Requirements*

*Funding Sources: General Fund*

*Status: Annual*

*Estimated Date of Completion: Annual*

*Operations Impact: Not applicable*

<b>Project Costs:</b>	<b>Expenses thru FY25</b>	<b>YE Estimates 2025-26</b>	<b>Budget 2026-27</b>	<b>Forecast 2027-28</b>	<b>Forecast 2028-29</b>	<b>Forecast 2029-30</b>	<b>Forecast 2030-31</b>	<b>Project Total</b>
Design & Construction	Annual	\$ 89,779	\$ 25,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	Annual
Project Management Fees		-	-	-	-	-	-	
General Fund Overhead Fees		-	-	-	-	-	-	
		<u>\$ 89,779</u>	<u>\$ 25,000</u>	<u>\$ 200,000</u>	<u>\$ 200,000</u>	<u>\$ 200,000</u>	<u>\$ 200,000</u>	

**CIP #9179: ANNUAL - URBAN FOREST CLIMATE RESILIENCE**

This CIP will help to maintain and upkeep the cities urban forest. With warming summer, less rain, invasive species and disease and pest concerns, the need to proactively manage our urban forest has never been more critical. This CIP will be a full city resource for managing not only Emerald Ash Borer and Mediterranean Oak Borer, but other urban forest concerns as well.

*Priority: Medium*

*Justification: Aging Infrastructure/Regulatory Requirements*

*Funding Sources: General Fund*

*Status: Annual*

*Estimated Date of Completion: Annual*

*Operations Impact: Not applicable*

<b>Project Costs:</b>	<b>Expenses thru FY25</b>	<b>YE Estimates 2025-26</b>	<b>Budget 2026-27</b>	<b>Forecast 2027-28</b>	<b>Forecast 2028-29</b>	<b>Forecast 2029-30</b>	<b>Forecast 2030-31</b>	<b>Project Total</b>
Design & Construction	Annual	\$ 213,415	\$ 50,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	Annual
Project Management Fees		-	-	-	-	-	-	
General Fund Overhead Fees		-	-	-	-	-	-	
		<u>\$ 213,415</u>	<u>\$ 50,000</u>	<u>\$ 200,000</u>	<u>\$ 200,000</u>	<u>\$ 200,000</u>	<u>\$ 200,000</u>	

# Parks Projects

## **CIP #9990: ANNUAL - COMMUNITY DEVELOPMENT SUPPORT FOR MISC. PROJECTS**

This project funds as-needed Engineering/Community Development staff support for Parks projects that are generally performed or contracted for directly by the Parks Department.

*Priority: High*

*Justification: Aging Infrastructure*

*Funding Sources: Parks SDC/General Fund*

*Status: Annual*

*Estimated Date of Completion: Annual*

*Operations Impact: Not applicable*

<b>Project Costs:</b>	<b>Expenses thru FY25</b>	<b>YE Estimates 2025-26</b>	<b>Budget 2026-27</b>	<b>Forecast 2027-28</b>	<b>Forecast 2028-29</b>	<b>Forecast 2029-30</b>	<b>Forecast 2030-31</b>	<b>Project Total</b>
Design & Construction	Annual	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Annual
Project Management Fees		20,000	20,500	21,115	21,748	22,401	23,073	
General Fund Overhead Fees		-	-	-	-	-	-	
		<u>\$ 20,000</u>	<u>\$ 20,500</u>	<u>\$ 21,115</u>	<u>\$ 21,748</u>	<u>\$ 22,401</u>	<u>\$ 23,073</u>	

## **CIP #9993: ANNUAL - FINAL CIP CLOSEOUT FROM PRIOR YEARS**

This project funds small project close-out expenditures for projects that are fundamentally complete and not budgeted, but which require limited amounts of staff time and attention the year after completion.

*Priority: High*

*Justification: City Growth*

*Funding Sources: Parks SDC/General Fund*

*Status: Annual*

*Estimated Date of Completion: Annual*

*Operations Impact: Not applicable*

<b>Project Costs:</b>	<b>Expenses thru FY25</b>	<b>YE Estimates 2025-26</b>	<b>Budget 2026-27</b>	<b>Forecast 2027-28</b>	<b>Forecast 2028-29</b>	<b>Forecast 2029-30</b>	<b>Forecast 2030-31</b>	<b>Project Total</b>
Design & Construction	Annual	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Annual
Project Management Fees		25,000	25,500	26,265	27,053	27,865	28,700	
General Fund Overhead Fees		-	-	-	-	-	-	
		<u>\$ 25,000</u>	<u>\$ 25,500</u>	<u>\$ 26,265</u>	<u>\$ 27,053</u>	<u>\$ 27,865</u>	<u>\$ 28,700</u>	

**CIP #9995: ANNUAL - EARLY PLANNING FOR FUTURE CIP PROJECTS**

This project is for staff efforts on future CIP projects which are at very early stages of project development and study and have not yet been created as a new CIP. This project also covers staff time spent on regional planning efforts and issues that will impact future demands and requirements on the City’s park infrastructure and services. Further, the project also includes management of citizen concerns and questions relating to park issues.

*Priority: Medium*

*Justification: City Growth*

*Funding Sources: Parks SDC/General Fund*

*Status: Annual*

*Estimated Date of Completion: Annual*

*Operations Impact: Not applicable*

<b>Project Costs:</b>	<b>Expenses thru FY25</b>	<b>YE Estimates 2025-26</b>	<b>Budget 2026-27</b>	<b>Forecast 2027-28</b>	<b>Forecast 2028-29</b>	<b>Forecast 2029-30</b>	<b>Forecast 2030-31</b>	<b>Project Total</b>
Design & Construction	Annual	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Annual
Project Management Fees		10,000	10,500	10,815	11,139	11,474	11,818	
General Fund Overhead Fees		-	-	-	-	-	-	
		<u>\$ 10,000</u>	<u>\$ 10,500</u>	<u>\$ 10,815</u>	<u>\$ 11,139</u>	<u>\$ 11,474</u>	<u>\$ 11,818</u>	

**CIP #9998: ANNUAL - 5-YEAR AND ANNUAL BUDGET PLANNING**

Staff time expenditures for developing and master planning the annual capital project budget and the 5 year capital improvement program.

*Priority: High*

*Justification: Fiscal Planning for CIPs*

*Funding Sources: Parks SDC/General Fund*

*Status: Annual*

*Estimated Date of Completion: Annual*

*Operations Impact: Not applicable*

<b>Project Costs:</b>	<b>Expenses thru FY25</b>	<b>YE Estimates 2025-26</b>	<b>Budget 2026-27</b>	<b>Forecast 2027-28</b>	<b>Forecast 2028-29</b>	<b>Forecast 2029-30</b>	<b>Forecast 2030-31</b>	<b>Project Total</b>
Design & Construction	Annual	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Annual
Project Management Fees		8,500	8,500	8,755	9,018	9,288	9,567	
General Fund Overhead Fees		-	-	-	-	-	-	
		<u>\$ 8,500</u>	<u>\$ 8,500</u>	<u>\$ 8,755</u>	<u>\$ 9,018</u>	<u>\$ 9,288</u>	<u>\$ 9,567</u>	

# Parks Projects

## Five Year Parks CIP Forecast Fiscal years 2026-27 through 2030-31

Project Name	Funding Source	2026-27	2027-28	2028-29	2029-30	2030-31
<b>Construction Projects</b>						
Boeckman Creek Regional Trail South	Parks SDC	\$ 110,000	\$ 320,000	\$ -	\$ -	\$ -
Boeckman Creek Trail Boardwalk	Parks SDC/Grants	230,000	1,711,000	5,444,000	-	-
Memorial Park Ballfield Safety Improvements	General Fund	630,135	-	-	-	-
Boeckman Creek Trail – Frog Pond Infill	Parks SDC	195,500	-	-	-	-
<b>Master Plan and Studies</b>						
Charbonneau Master Tree Plan	General Fund	120,000	-	-	-	-
<b>Miscellaneous Projects</b>						
Tree Mitigation	General Fund/Contributions	22,000	22,000	22,000	22,000	22,000
Boeckman Creek Trail Slope Stabilization	General Fund	25,000	25,000	25,000	25,000	25,000
Annual Play Structure Replacement	General Fund	-	125,000	125,000	125,000	125,000
Annual Interpretative Panel Repairs	General Fund	13,000	20,000	20,000	20,000	20,000
Annual - Parks & Green Spaces ADA Improvements	General Fund	25,000	200,000	200,000	200,000	200,000
Frog Pond West Neighborhood Park	Frog Pond Fee	62,500	-	-	-	-
Annual - Urban Forest Climate Resilience	General Fund	50,000	200,000	200,000	200,000	200,000
Public Art	General Fund	-	-	110,000	-	-
Annual - CD Department Support for Miscellaneous Projects	General Fund/Parks SDC	20,500	21,115	21,748	22,401	23,073
Annual - Parks CIP Closeout	General Fund/Parks SDC	25,500	26,265	27,053	27,865	28,700
Annual - Early Planning - Future Prks Projects	General Fund/Parks SDC	10,500	10,815	11,139	11,474	11,818
Annual - 5 Year and Annual Budget Development	General Fund/Parks SDC	8,500	8,755	9,018	9,288	9,567
		<u>\$ 1,548,135</u>	<u>\$ 2,689,950</u>	<u>\$ 6,214,958</u>	<u>\$ 663,028</u>	<u>\$ 665,158</u>
<b>Funding Sources</b>						
Parks SDC		\$ 372,069	\$ 601,960	\$ 1,086,015	\$ 17,515	\$ 18,041
General Fund		912,106	620,440	731,953	623,513	625,117
Frog Pond Fund		62,500	-	-	-	-
Grants & Contributions		201,460	1,467,550	4,396,990	22,000	22,000
Total Funding Sources		<u>\$ 1,548,135</u>	<u>\$ 2,689,950</u>	<u>\$ 6,214,958</u>	<u>\$ 663,028</u>	<u>\$ 665,158</u>

## Debt and Other

---

The City issues debt to pay for long-term capital improvements. The number of years the debt is outstanding is less than the useful life of the capital investment. Debt policies are located in section IX of the Financial Management Policies in the appendix. As set by policy, debt shall not be used for operating purposes.

Debt service appropriations provide for the payment of principal and interest on bonds and notes. In the past, the City has issued general obligation bonds, revenue bonds, as well as full faith and credit obligations.

General obligation bonds that are secured by property taxes must be approved by the voters. Full faith and credit obligations are backed by the City's General Fund; however, they may be repaid from other resources such as sewer charges.

Revenue bonds are secured by a specified revenue source other than described above, and are typically used to finance capital improvements related to the City's utilities and repaid from related utility charges.

The City fulfills its obligation for continuing disclosure requirements under the Securities and Exchange Commission Rule 15c2-12 by filing its audited financial reports and other required disclosures with the Municipal Securities Rulemaking Board Electronic Municipal Market Access (EMMA) database service, which is available at [www.emma.msrb.org](http://www.emma.msrb.org).

# Long-term Debt & Limitations

## LONG-TERM DEBT ESTIMATED AS OF JUNE 30, 2026

	Interest Rates	Issue Amount	Final Maturity Date	Outstanding Principal
<b>Full Faith &amp; Credit Obligations:</b>				
Series 2021 (Tax-Exempt) / Wastewater Treatment Plant	1.43%	\$ 24,280,000	06/01/2031	\$ 12,570,500
Series 2022A (Tax-Exempt) / Water Treatment Plant	2.47%	7,046,000	02/01/2042	5,897,600
Series 2022B (Tax-Exempt) / PW Complex	2.24%	16,479,480	02/01/2037	12,559,600
<b>Other Financing:</b>				
Interfund Loan - Water Operating to Roads CIP	5.00%	10,000,000	07/01/2026	8,250,000
Interfund Loan - Road Operating to Roads CIP	5.00%	1,250,000	01/01/2028	873,810
				<u>\$ 40,151,510</u>

### Legal Debt Limits

Under Oregon statutes, (ORS 287A) the City is limited in the amount of principal outstanding for general obligation bonded debt to three percent of real market value of the taxable properties within its boundaries. The statutory limit specifically excludes full faith and credit obligations, and bonds for water, sanitary and storm sewers.

The following schedule depicts the City's legal debt capacity and indicates the amount of marginal capacity available:

### STATUTORY DEBT LIMITATION ESTIMATED AS OF JUNE 30, 2026

Real Market Value		<u>\$ 8,492,779,594</u>
Debt capacity at 3%		254,783,388
Less outstanding debt	<u>\$ -</u>	
Net debt subject to 3% limit		-
Marginal capacity		<u>\$ 254,783,388</u>

**OVERLAPPING DEBT  
AS OF JUNE 30, 2025**

<b>Jurisdiction</b>	<b>Debt Outstanding</b>	<b>Applicable to Government1</b>	<b>Applicable to Government</b>
Direct:			
City of Wilsonville	\$ 6,517,478	100.00%	\$ 6,517,478
Overlapping:			
Clackamas Community College	243,230,031	8.75%	21,281,168
Clackamas County	88,689,500	6.38%	5,660,164
Clackamas County ESD	26,816,648	6.87%	1,842,170
Clackamas County School District No. 3J	432,502,321	38.05%	164,583,568
Clackamas County School District No. 86	86,235,000	11.78%	10,159,432
Clackamas Soil & Water Conservation	4,643,000	6.38%	296,316
Metro	910,575,000	1.91%	17,347,364
Northwest Regional ESD	12,395,000	0.23%	27,926
Port of Portland	24,170,000	1.73%	418,165
Portland Community College	593,920,000	0.20%	1,212,785
Tualatin Valley Fire & Rescue	45,990,000	5.81%	2,673,767
Washington County	112,639,172	0.46%	514,874
Washington County School District No. 88J	267,176,543	5.32%	14,201,235
Wilsonville Urban Renewal Agency	2,802,907	78.07%	2,188,199
Total Overlapping	2,851,785,122	8.50%	242,407,133
Total Debt	\$ 2,858,302,600	8.71%	\$ 248,924,611

Note: Overlapping governments are those that coincide, at least in part, with the geographic boundaries of the city. This schedule estimates the portion of the outstanding debt of those overlapping governments that is borne by the residents and businesses of the City. This process recognizes that, when considering the City's ability to issue and repay long-term debt, the entire debt burden borne by the residents and businesses should be taken into account. However, this does not imply that every taxpayer is a resident, and therefore responsible for repaying the debt, of each overlapping government.

# Future Debt Service

## Future Debt Plans

The City has been approved for a revolving loan of up to \$29 million from the State of Oregon’s Department of Environmental Quality (DEQ) through the Clean Water State Revolving Fund (CWSRF) to finance wastewater system capital improvements. The City plans to access approximately \$10.5 million of these funds in FY 2026-27 for the Boeckman Creek Interceptor Project (CIP #2107) and the WWTP Aeration Basin Expansion (CIP #2113). To cover the required payback, City sewer system development fees (SDCs) will be adjusted to include debt servicing. The Sewer SDC nexus ensures that growth and benefiting developments contribute their fair share to infrastructure costs through SDC collections.

The City has been approved for the State of Oregon’s Semiconductor Industrial Lands Loan (SILL) program. The SILL program’s purpose is to accelerate investment in planning and improving industrial lands to support investment in semiconductor manufacturing uses and increase the state’s inventory of project-ready industrial sites for semiconductor manufacturing industry investments. This is a forgivable loan program designed to reimburse governmental entities for development projects. The City plans to access up to \$250k of these funds in FY 2026-27 for the Coffee Creek Day Road Sewer Extension (CIP #2115) and anticipates this amount to be fully forgiven.

### DEBT SERVICE ACTIVITY ALL CITY FUNDS, FISCAL YEAR 2026-27

<u>Fund/Bond or Debt Issue</u>	<u>Principal Balance 7/01/2026</u>	<u>Scheduled Principal</u>	<u>Scheduled Interest</u>	<u>Principal Balance 6/30/2027</u>
<b>Full Faith &amp; Credit (Tax-Exempt):</b>				
Series 2021 - Wastewater Treatment Plant				
Sewer Operating Fund	\$ 12,570,500	\$ 2,443,200	\$ 179,758	\$ 10,127,300
Series 2022A - Water Treatment Plant				
Water SDC Fund	5,897,600	305,000	145,671	5,592,600
Series 2022B - Public Works Complex				
Road Operating Fund	3,441,331	279,360	77,086	3,161,971
Water Operating Fund	3,579,487	290,580	80,182	3,288,907
Sewer Operating Fund	2,436,562	197,790	54,578	2,238,772
Stormwater Operating Fund	3,102,220	251,830	69,490	2,850,390
Subtotal Series 2022B - PW Complex	12,559,600	1,019,560	281,336	11,540,040
<b>Interfund Loans:</b>				
Water Operating Fund to Roads CIP Fund	8,250,000	8,250,000	672,917	-
Road Operating Fund to Roads CIP Fund	873,810	426,250	43,693	447,560
Subtotal Interfund Loans	9,123,810	8,676,250	716,610	447,560
<b>TOTAL ALL DEBT</b>	<b>\$ 40,151,510</b>	<b>\$ 12,444,010</b>	<b>\$ 1,323,375</b>	<b>\$ 27,707,500</b>

## Debt Schedule

Issue Title:	Full Faith and Credit Obligations, Series 2021		
Issue Date:	March 10, 2021	Amount:	\$24,280,200
Average interest rate:	1.43%	Insurance:	None
Bond rating:	Not applicable	First principal due:	June 1, 2022
CUSIPs:	Not applicable	Last principal due:	June 1, 2031

### Purpose of issuance:

The City refunded and defeased the outstanding balance of an original \$38.9 million debt issuance. The original borrowing had an average interest rate of 3.43%. By refunding the debt, the City will save approximately \$2,957,500 (present value cash basis) over the remaining life of the bonds.

The original \$38.9 million bonds proceeds repaid a \$5 million interim borrowing and funded construction of improvements and expansion to the City's wastewater treatment plant. Construction began in 2012. The expansion increased capacity from 2.8 mgd to 4.0 mgd in dry weather.

### Security:

The City covenants its general non-restricted revenues and other funds which may be available for paying the debt. The obligation is not secured by a pledge of or lien on the wastewater revenues, but the City expects to make payments from sewer user revenues.

FY	Principal	Interest	Total
2026-27	\$ 2,443,200	\$ 179,758	\$ 2,622,958
2027-28	2,478,100	144,820	2,622,920
2028-29	2,513,000	109,384	2,622,384
2029-30	2,549,300	73,448	2,622,748
2030-31	2,586,900	36,993	2,623,893
Total	<u>\$ 12,570,500</u>	<u>\$ 544,402</u>	<u>\$ 13,114,902</u>

# Debt Schedule

<b>Issue Title: Full Faith and Credit Obligation, Series 2022A (Tax-Exempt)</b>			
Issue Date:	February 1, 2022	Amount:	\$7,046,000
Average interest rate:	2.47%	Insurance:	None
Bond rating:	Not applicable	First Principal Due:	2/1/2023
CUSIPs:	Not applicable	Last Principal Due:	2/1/2042

## Purpose of issuance:

To finance expansion of the City's Water Treatment Plant. The financing arrangement will allow the City to maintain resources in its Water related funds for other water related capital project needs, as determined by a 20-Year Capital Finance study completed in 2019. The WTP expansion project has a total budget of \$25.3 million. Wilsonville will pay 66.7% and the City Sherwood will pay 33.3% of the total final project costs.

## Security:

The Series A Agreement will be a full faith and credit obligation of the City, and the City will pledge the City's full faith and credit and taxing power within the limitations of Sections 11 and 11b of Article XI of the Oregon Constitution to pay the amounts due under the Series A Agreement. The City is not authorized to levy additional taxes to pay the amounts due under the Series A Agreement. The City expects to make payments on the Series A Agreement using revenues of its Water System Development Fund. However, such revenues are not specifically pledged as security.

<b>FY</b>	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
2026-27	\$ 305,000	\$ 145,671	\$ 450,671
2027-28	312,600	138,137	450,737
2028-29	320,300	130,416	450,716
2029-30	328,200	122,505	450,705
2030-31	336,300	114,398	450,698
2031-32	344,600	106,091	450,691
2032-37	1,855,000	398,495	2,253,495
2037-42	2,095,600	157,808	2,253,408
<b>Total</b>	<b>\$ 5,897,600</b>	<b>\$ 1,313,521</b>	<b>\$ 7,211,121</b>

# Debt Schedule

<b>Issue Title: Full Faith and Credit Obligation, Series 2022B (Tax-Exempt)</b>			
Issue Date:	April 1, 2022	Amount:	\$16,479,480
Average interest rate:	2.24%	Insurance:	None
Bond rating:	Not applicable	First Principal Due:	2/1/2023
CUSIPs:	Not applicable	Last Principal Due:	2/1/2037

## Purpose of issuance:

To finance to construction of a Public Works Complex. The PW Complex will address the current and future needs of the Public Works Department; improve efficiency through consolidation, organization, and layout; provide adequate shop space, office space, meeting rooms, breakrooms, locker and shower areas, vehicles, equipment and materials storage, disposal areas and parking; and incorporate sustainability and green energy technology. The new facility will meet seismic design category IV ensuring operations during and immediate after a seismic event.

## Security:

The Series B Agreement will be a full faith and credit obligation of the City, and the City will pledge the City's full faith and credit and taxing power within the limitations of Sections 11 and 11b of Article XI of the Oregon Constitution to pay the amounts due under the Series B Agreement. The City is not authorized to levy additional taxes to pay the amounts due under the Series B Agreement. The City expects to make payments on the Series B Agreement using revenues from Road Operations, Water Operations, Sewer Operations, and Stormwater Operations.

<b>FY</b>	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
2026-27	\$ 1,019,560	\$ 281,335	\$ 1,300,895
2027-28	1,042,400	258,497	1,300,897
2028-29	1,065,750	235,147	1,300,897
2029-30	1,089,630	211,274	1,300,904
2030-31	1,114,030	186,866	1,300,896
2031-32	1,138,980	161,912	1,300,892
2032-37	6,089,250	415,241	1,300,892
<b>Total</b>	<b>\$ 12,559,600</b>	<b>\$ 1,750,272</b>	<b>\$ 9,106,273</b>

# Assigned Balances - Designations/Definitions

The City assigns balances to ensure adequate funding in the future for major equipment replacements, major software upgrades, necessary repairs and rehabilitations, and other significant programs or projects.

## **GENERAL FUND**

- Financial systems software: The City's core financial software for accounting, payroll, purchasing, permitting, land management, utility billing, etc.
- Operating systems, servers: Hardware and software upgrades or replacement
- Other business software systems: Software upgrades or replacements related to non-financial and permitting functions, such as event and volunteer management, asset management, etc.
- City websites, wireless improvements: Periodically the City upgrades its web sites and wi-fi systems
- Conduit, fiber, communications: Installation of fiber conduit for connectivity
- Office equipment replacement: Replacing and upgrading various office equipment, such as copiers, printers, and remote devices
- Park improvements, structures, amenities: Rehabilitating or replacing various park amenities, such as play structures, buildings, shelters and trails
- Parking lot improvements: Repair and expansion of various parking lots owned by the City
- Building repairs, remodeling: Major repairs, rehabilitation or remodeling of City buildings
- Future expansion, relocation: Future expansion and relocation costs
- Emergency management: Equipment and major supplies related to disaster preparedness and response
- Future program costs: Sustainability reserve for unanticipated circumstances and necessary to maintain critical operations
- Potential CIP overhead delays: Expected delays in project management fees for CIPs

## **COMMUNITY DEVELOPMENT FUND**

- Potential CIP overhead delays: Expected delays in project management fees for CIPs

## **TRANSIT FUND**

- Bus, building, capital needs: Reserve for future capital needs, including the purchase of rolling stock

## **WATER OPERATING FUND**

- Plant major repair and replacement: Replacement of plant equipment, amount required by contract with operator

## **SEWER OPERATING FUND**

- Plant major repair and replacement: Replacement of plant equipment, amount required by contract with operator

## **FLEET SERVICES FUND**

- Vehicle replacement: Accumulated special charges for vehicle replacement typically on a 10-year cycle

## Assigned Balances - Designated Purpose

	June 30, 2026 Balance	Increases	Decreases*	June 30, 2027 Balance
<b>General Fund</b>				
<b>Computers, office equipment, software, fiber</b>				
Software, systems, & servers	50,000	50,000	(50,000)	50,000
Office equipment replacement	25,000	-	-	25,000
<b>Facilities and park infrastructure</b>				
Park improvements, structures, amenities	50,000	63,000	(38,000)	75,000
Parking lot improvements	50,000	10,000	(10,000)	50,000
Building repairs, remodeling, HVAC	100,000	50,000	-	150,000
<b>Emergency management</b>				
Equipment and major supplies	100,000	-	-	100,000
<b>Future program costs</b>				
Sustainability reserve	2,000,000	-	-	2,000,000
<b>Potential CIP overhead delays</b>	400,000	50,000	-	450,000
	<u>\$ 2,775,000</u>	<u>\$ 223,000</u>	<u>\$ (98,000)</u>	<u>\$ 2,900,000</u>
<b>Community Development Fund</b>				
Potential CIP overhead delays	<u>\$ 600,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 600,000</u>
<b>Transit Fund</b>				
STIF reserve	\$ 3,850,000	\$ 3,200,000	\$ (4,000,000)	3,050,000
Bus, building, capital needs	1,000,000	-	-	1,000,000
	<u>\$ 4,850,000</u>	<u>\$ 3,200,000</u>	<u>\$ (4,000,000)</u>	<u>\$ 4,050,000</u>
<b>Water Operating Fund</b>				
Plant major repair and replacement	<u>\$ 1,500,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,500,000</u>
<b>Sewer Operating Fund</b>				
Plant major repair and replacement	<u>\$ 2,500,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 2,500,000</u>
<b>Road Operating Fund</b>				
Emergency road repairs	<u>\$ 100,000</u>	<u>\$ 25,000</u>	<u>\$ -</u>	<u>\$ 125,000</u>
<b>Fleet Services Fund</b>				
Vehicle replacement	<u>\$ 625,000</u>	<u>\$ 250,000</u>	<u>\$ (234,000)</u>	<u>\$ 641,000</u>

# Ending Fund Balances

The Governmental Accounting Standards Board (GASB) has defined ending balances as falling into two groupings with five categories. The City has aligned its year-end budgeted fund balance to reflect these categories.

## RESTRICTED FUND BALANCES

- **Nonspendable** – Represents both assets that are non-liquid (e.g. inventory, prepayments, foreclosed properties to be sold) and liquid, legal constraints prevent their use (e.g. principal of an endowment, revolving loan funds)
- **Restricted** – Constraints on assets by an external entity (e.g. covenants in bond contracts, restricted grant proceeds, restrictions created by local resolutions or ordinances or charter limitations)

## UNRESTRICTED FUND BALANCES

- **Committed** – Constraints created by the governing body on the uses of its own resources
- These are enacted via resolution or ordinance, are in place as of the end of the fiscal period and remain binding until formally rescinded or changed. The fundamental difference between Restricted and Committed is that under Committed the government can unilaterally remove constraints it has imposed upon itself.
- **Assigned** – Designation (earmark) of resources for a particular purpose by either the governing body or staff, such as the City Manager or Finance Director  
 Earmarking of resources is not legally binding and can be changed without formal action.
- **Unassigned** – Excess of total fund balance over nonspendable, restricted, committed and assigned components  
 Only the General Fund has an unassigned category since money remaining in any other fund is automatically designated/assigned to the purposes of that fund.

The following tables present the components of ending balance.

### Restricted Fund Balances

Category	Component	Restricted by
<i>Nonspendable</i>	None	
<i>Restricted</i>	Bond covenants	Bond contract
	Taxes for Debt Service	State statute
	Building Inspection net revenues	State statute

### Unrestricted Fund Balances

Category	Component	Restricted by
<i>Committed</i>	Sustainability Reserve	Formal Resolution
<i>Assigned</i>	Contingency Reserve	Council directed
	Designated assignments (see Assigned Balances schedule)	Staff designations
	Debt Service Reserves	Staff designations
	Unassigned Contingency - non-General Fund	GASB definition
<i>Unassigned</i>	Unassigned Contingency - General Fund	GASB definition

# Urban Renewal Agency

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# Urban Renewal Budget Committee

City of Wilsonville

FY 2026-27

## Urban Renewal Budget Committee

Tyler Beach      Larisa Manuel Byers  
Synthea Russell      Adrienne Scritsmier  
Andrew Engel

## Urban Renewal Agency Board

Shawn O'Neil, Chair  
Caroline Berry      Anne Shevlin  
Adam Cunningham      Sam Scull

### **Executive Director**

Jeanna Troha, City Manager

### **Economic Development Manager**

Matt Lorenzen

### **Finance Director**

Keith Katko

### **Urban Renewal Agency**

City of Wilsonville  
29799 SW Town Center Loop East  
Wilsonville, Oregon 97070  
503-682-1011  
[www.wilsonvilleoregon.gov](http://www.wilsonvilleoregon.gov)



May 6, 2026

Members of the Budget Committee,

The Urban Renewal Agency (URA) of the City of Wilsonville is a separate municipal corporation, governed by the members of the City of Wilsonville City Council. This structure, authorized under ORS Chapter 457, allows agencies to develop and implement urban renewal plans, acquire property, enter contracts, and issue bonds—particularly through Tax Increment Financing (TIF). Being separate ensures clear financial accounting and enables the agency to borrow against future tax revenues without affecting the city’s general fund. It also allows the agency to focus exclusively on revitalizing blighted or underdeveloped areas, stimulating private investment, and improving infrastructure and housing without being entangled in broader municipal operations.

Tax Increment Financing (TIF) is the primary tool the Urban Renewal Agency uses to finance redevelopment, economic development, and infrastructure projects within designated areas. It works by capturing the future increase in property tax revenues resulting from improvements in the area and allocating those funds to cover project costs. The Agency currently has one active plan—the Coffee Creek Plan—and one development program, Wilsonville Investment Now (WIN), which offers site-specific urban renewal tax rebates for qualifying developments located outside the City’s existing urban renewal areas. Additionally, while the Westside Plan is no longer actively collecting tax increment, one final project under that plan remains to be completed.

The Westside Plan, launched in 2003, supported the development of the master-planned community of Villebois in west Wilsonville through strategic investments in public infrastructure. In the upcoming budget, the final phase of the plan—the last capital project, the Brown Road Project—is scheduled for funding. As no additional tax increment is needed in the next budget year, the plan is expected to close upon the completion of Brown Road.

The Coffee Creek Plan was formed in 2016 with a maximum indebtedness of \$67 million to develop a new employment area in north Wilsonville. In FY 2018-19, the Coffee Creek District issued \$3.8 million in debt to prepare for the construction of Garden Acres Rd. This project is a key infrastructure improvement identified in the Coffee Creek Urban Renewal Plan to support development within the Coffee Creek District. The Day Road Sewer Extension (CIP #2115) is the sole project budgeted for FY 2026-27.

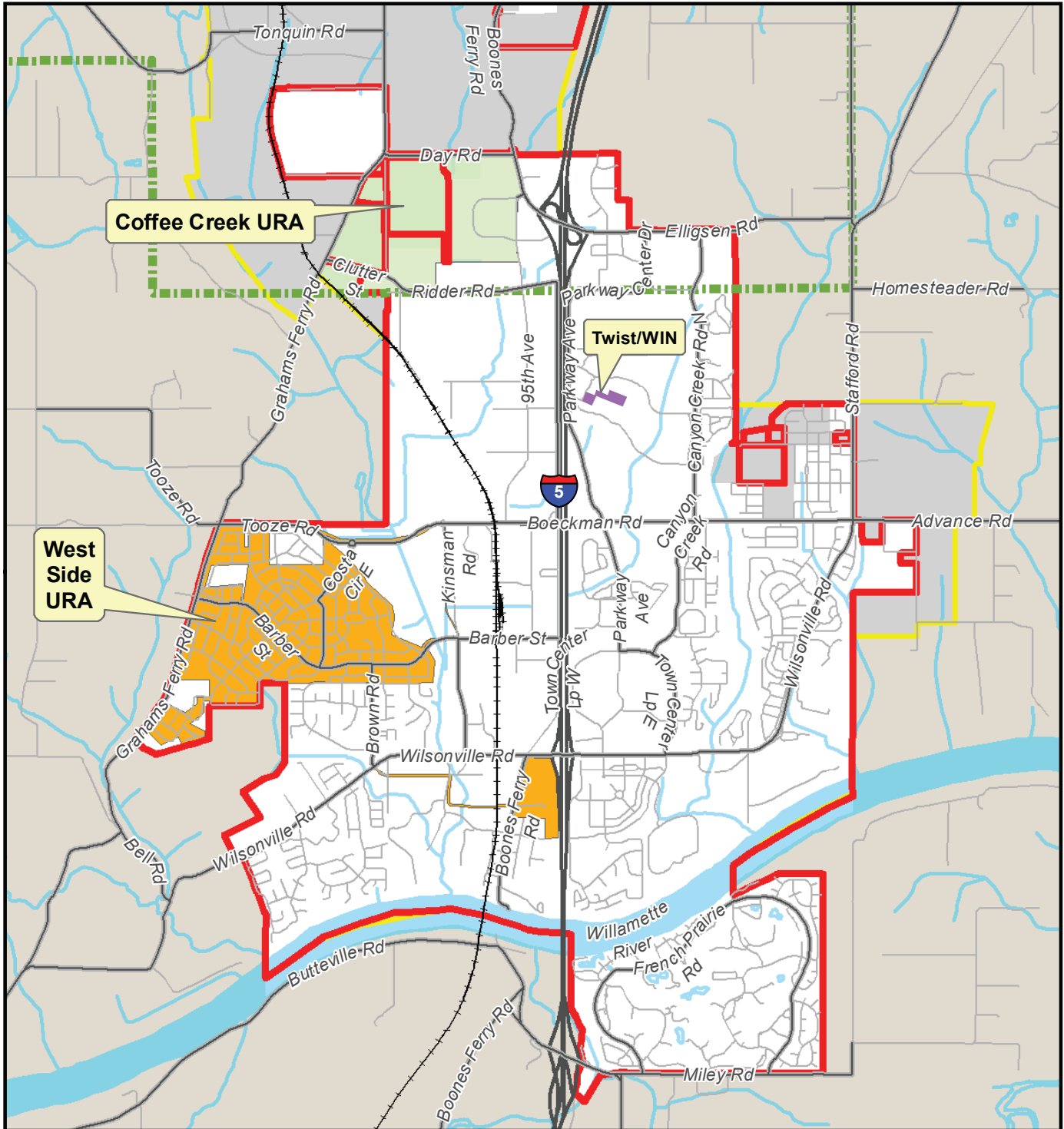
On October 19, 2020, the Wilsonville City Council adopted administrative rules for the Wilsonville Investment Now (WIN) Program, a local economic development program that seeks to incentivize businesses to operate in Wilsonville by providing site-specific urban renewal tax rebates for qualifying development projects outside of the City’s existing urban renewal areas. The City awarded the first WIN Zone in February 2021 to Twist Bioscience Corp. The company has expanded into a 190,000 square-foot facility in Parkway Woods. In 2021, Twist committed to a \$70 million capital investment and the creation of at least 200 jobs paying an average annual wage of at least \$70,000. The City performs an annual program compliance review, and as of January 2026 the company has invested over \$90 million in the facilities and employs over 300, paying an average annual wage over \$100,000. The company aspires to ultimately employ 400 in Wilsonville. The FY 2026–27 budget includes the company’s fourth rebate, as the City has determined that Twist has fulfilled its obligations under the agreement for calendar year 2025.




Urban renewal has been an effective tool for economic development in Wilsonville, and we look forward to continued success of each District. I am pleased to present the Proposed Budget for FY 2026-27 for the Urban Renewal Agency.

Respectfully submitted,

Jeanna Troha  
City Manager

# Urban Renewal District Map

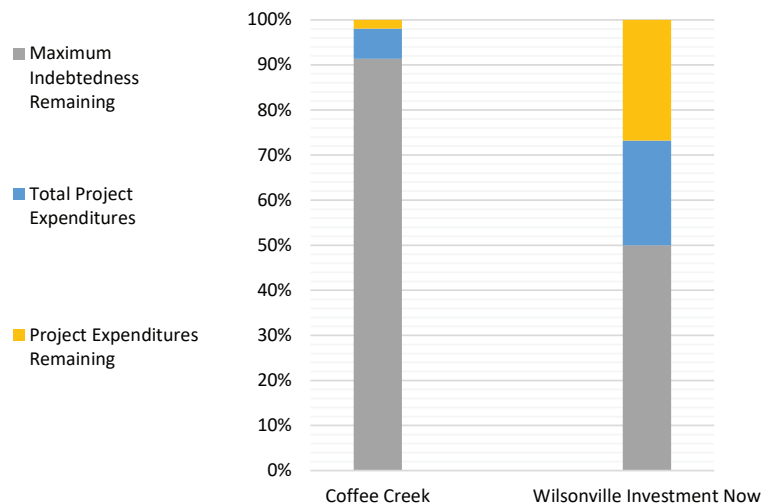


<p><b>The City of Wilsonville, Oregon</b> Clackamas and Washington Counties</p>	<ul style="list-style-type: none"> <li><span style="display: inline-block; width: 15px; height: 15px; background-color: purple; margin-right: 5px;"></span> Twist Bioscience WIN Zone - 4.4 Acres</li> <li><span style="display: inline-block; width: 15px; height: 15px; background-color: lightgreen; margin-right: 5px;"></span> Coffee Creek URA - 258 Acres</li> <li><span style="display: inline-block; width: 15px; height: 15px; background-color: orange; margin-right: 5px;"></span> West Side URA - 411 Acres</li> <li><span style="display: inline-block; border-bottom: 2px solid red; width: 15px; margin-right: 5px;"></span> City Limits</li> <li><span style="display: inline-block; border-bottom: 2px dashed green; width: 15px; margin-right: 5px;"></span> County Boundary</li> <li><span style="display: inline-block; border: 2px solid yellow; width: 15px; height: 15px; margin-right: 5px;"></span> UGB</li> </ul>	 <p>4/8/2024</p> 
<p><b>Urban Renewal Areas</b></p> 		

# Urban Renewal Agency Quick Facts

	<u>Coffee Creek</u>	<u>Wilsonville Investment Now</u>
District formation date	October 2016	October 2020
Sunset date	TBD	June 2030
Current size (acreage)	258	4.4
Maximum indebtedness	\$ 67,000,000	\$ 10,000,000
Cumulative debt issuances/rebates as of July 1, 2026	(5,300,000)	(1,997,616)
Budgeted debt issuances/rebates for FY 2026-27	(500,000)	(1,175,000)
Maximum indebtedness remaining at June 30, 2027	<u>\$ 61,200,000</u>	<u>\$ 6,827,384</u>
Debt outstanding at July 1, 2026	\$ 2,614,017	\$ -
Budgeted debt issuances for FY 2026-27	500,000	-
Budgeted principal payments for FY 2026-27	(695,000)	-
Debt outstanding at June 30, 2027	<u>\$ 2,419,017</u>	<u>\$ -</u>
Cumulative project expenditures and budgeted appropriations as of June 30, 2027	\$ 4,493,522	\$ 3,172,616
Percentage of maximum indebtedness expended and appropriated as of June 30, 2027	7%	32%

**Maximum Indebtedness / Project Expenditures**



# Urban Renewal Agency - Overview

## MISSION STATEMENT

The purpose of urban renewal is to stimulate economic development through private investment in a specific area of the community. Tax increment financing, ORS Chapter 457, is used in areas where private development has stagnated or is not feasible without public sector investment and partnership. Public investment through urban renewal is one way to change those conditions. The types of urban renewal activities undertaken generally include land assembly, development of infrastructure and public amenities such as streets, utility lines, lighting, public open spaces and parks.

## HOW URBAN RENEWAL WORKS

Urban renewal is a mechanism that freezes the assessed value in a designated geographical area at a point in time. As the assessed property value in the designated urban renewal area grows above that frozen base, the incremental revenue is distributed to the Urban Renewal Agency. The Urban Renewal Agency uses the funds pay debt service on debt that is taken out to finance the public projects that encourage private development. During the process of forming urban renewal areas, the desired projects, which may include public improvements like roadways, parks, and other amenities, are identified in an urban renewal plan. Urban renewal financing in the form of debt is obtained from a bank, the bond market, or at times an “overnight” loan from the City’s General Fund, to fund the projects, and the desired improvements are completed. Private development in the area then becomes more feasible. As the taxable property values rise with increased development, tax revenues increase, and that increase is used to pay off the urban renewal debt.

## GOVERNANCE

The City of Wilsonville Urban Renewal Agency (URA) was established in 1990 as a separate corporate body as authorized by state statutes. The City Council fulfills the role as the URA Board responsible for governing the City’s two urban renewal areas. The two areas include the West Side Plan and Coffee Creek Plan areas.

## URA DISTRICT MANAGEMENT

The City’s Community Development Department manages URA activities with support provided by the Policy and Administration departments such as Finance, Legal and Administration. Policy and Administration departments are budgeted within the City’s General Fund while the Community Development department is budgeted within the Community Development Fund. The operating budgets of each URA district reimburse these two City funds for the services provided. As a result, these expenses are shown once as operating expenses in the City’s departments and again as expenses in the URA budget to reimburse the City’s funds.

## ASSESSED VALUE INFORMATION

When an urban renewal district is first created, the assessed value within the district’s boundary is established as the “frozen base”. If urban renewal efforts are successful, the value of the district will grow above the frozen base amount. That increase is called the “incremental” or “excess” value. Overlapping jurisdictions like schools, Tualatin Valley Fire & Rescue, Metro, and other general governments continue to receive property tax revenue on the frozen base while the urban renewal agency receives property tax revenue related to the incremental value. This is called the “division of tax” method of raising revenue in an urban renewal district. The “division of tax” method results in the Urban Renewal Agency receiving significantly more tax revenue than what the City would receive in its General Fund from property tax revenue within the district. This enables the Agency to complete more projects than the City would have been able to complete during the same time period.

## TAXES COLLECTED

- The West Side District Plan division of taxes is subject to revenue sharing with the overlapping jurisdictions, as outlined in Oregon Revised Statutes (ORS 457). Meaning that this District is limited to collect 12.5% of its original maximum indebtedness of \$40 million, which equates to \$5.0 million in property tax collections.
- The Coffee Creek District Plan collects the full amount of tax increment available by the “division of taxes” calculated by the County Assessor.

# Urban Renewal Agency - Overview

## PROPERTY TAX LIMITATION AND TAX INCREMENT

In November 1990, Oregon voters passed a property tax limitation measure (Measure 5) that established a \$10 limit per thousand of real market value for property tax collection for local governments. It is important to note that the \$10 limit is based on real market value rather than assessed value of a property. The impact of this measure on urban renewal is that repayment of urban renewal debt (past, present, or future) must now come within the \$10 limit for local governments.

In a 2002 Oregon Supreme Court ruling, the limitations of Measure 5 were clarified so that urban renewal tax dollars related to the division of taxes from education are to be included in the general government category when determining the \$10 limit. Similarly, Measure 5 established a \$5 limit per thousand of real market value for education. The effect of this ruling accelerates the likelihood of the general government category taxes hitting the \$10 ceiling but decreases the likelihood of the education category reaching the \$5 ceiling.

## URBAN RENEWAL TAX RATES

Urban renewal entities do not have independent, permanent tax rates.

The dollar amount listed a property owner's annual tax statement is created from the cumulative decrease from the overlapping jurisdictions. The decrease is the result of the "division of taxes" mentioned earlier.

Each taxing jurisdiction has a total tax rate that is applied to a parcel's assessed value to determine the amount of property taxes owed by that parcel. The County Assessor lowers these other taxing jurisdiction's tax rates based upon the Urban Renewal District's incremental assessed value and the taxing jurisdiction's overall assessed value, and mathematically derives a tax code rate to be applied to each parcel for Urban Renewal.

One example of one Wilsonville area tax code (Clackamas County Tax Code: 003-027), displayed to the right, illustrates how the overlapping taxing jurisdictions tax rates are lowered, allowing for a derived tax rate for urban renewal to be applied.

Tax rates are applied per \$1,000 of Assessed Value.

The "District Rate" shows the authorized tax rates prior to applying urban renewal. The "Tax Code Rate" is what a taxpayer would see when reviewing the rates as applied to their property.

District	District Rate	Tax Code Rate
Clack comm coll	0.5582	0.5279
Clackamas ESD	0.3687	0.3500
WLWV School Dist	4.8684	4.6195
WIWV SD Local Opt	1.5000	1.5000
<b>Total, Education</b>	<b>7.2953</b>	<b>6.9974</b>
City Wilsonville	2.5206	2.3889
County Clackamas	2.4042	2.2940
Co 4-H	0.0500	0.0476
Co. Library	0.3974	0.3768
Co PS Local Opt	0.3680	0.3680
Co Soil Conserv	0.0500	0.0476
FD64 TVFR	1.5252	1.4426
FD64 TVFR Local Opt	0.4500	0.4500
Port PDX	0.0701	0.0660
Srv2 Metro	0.0966	0.0908
Srv2 Metro Local Opt	0.0960	0.0960
Urban Renewal County	-	0.0136
Urban Renewal Wilsonville	-	0.6443
Vector Control	0.0065	0.0063
Vector Con Local Opt	0.0250	0.0250
<b>Total, General Government</b>	<b>8.0596</b>	<b>8.3575</b>
Clack Comm Coll Bond	0.2484	0.2484
County Emergency Radio Bond	0.0885	0.0885
TVFR Bond	0.1337	0.1337
W Linn Bnd 2015	2.9472	2.9472
Metro Bond 2006	0.3820	0.3820
<b>Total, Bonds</b>	<b>3.7998</b>	<b>3.7998</b>
<b>Grand Total, Tax Rate</b>	<b>19.1547</b>	<b>19.1547</b>

**STATEMENT OF PURPOSE**

Beginning in FY 2020-21 the Urban Renewal Agency adopted the framework and administrative rules for the Wilsonville Investment Now (WIN) program. WIN is a local incentive program that provides tax rebates for qualifying development projects outside of the City’s existing urban renewal areas. The program aims to attract high-value investments in the Wilsonville community and offers flexible evaluation criteria and multiple tiers of benefits, making it attractive to a wide range of businesses. The tax rebate is made possible by designating the project property as an individual urban renewal district. This step, allowed by the State of Oregon’s legislative framework, would freeze the current property tax revenues on the site and allow the City to rebate additional value of the property generated by the new investment back to the applicant. The proposed maximum indebtedness, the limit on the amount of funds that may be spent on administration, projects, and programs in the Twist Bioscience WIN Zone is \$10M. The plan contains 4.4 acres and is estimated to last seven years, resulting in seven years of tax increment collections.

**PROGRAM OBJECTIVES**

Twist expects to invest \$70M in capital investment, including tenant improvements and equipment, and to create 200 new jobs in Wilsonville within the first year of operation.

**URBAN RENEWAL - WILSONVILLE INVESTMENT NOW PROGRAM INCOME FUND**

	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
<b>RESOURCES</b>						
Revenues						
Tax increment revenues						
Current year	\$ 943,893	\$ 971,975	\$ 1,161,600	\$ 1,162,500	\$ 1,162,500	\$ 1,162,500
Prior year	-	7,816	12,500	12,500	12,500	12,500
Tax increment subtotal	943,893	979,791	1,174,100	1,175,000	1,175,000	1,175,000
Beginning fund balance	-	2,277	-	-	-	-
<b>TOTAL RESOURCES</b>	<b>\$ 943,893</b>	<b>\$ 982,068</b>	<b>\$ 1,174,100</b>	<b>\$ 1,175,000</b>	<b>\$ 1,175,000</b>	<b>\$ 1,175,000</b>
<b>REQUIREMENTS</b>						
Expenditures						
Materials and services						
Prof and tech services	\$ 94,162	\$ 98,036	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000
Program expenditures	847,454	882,328	1,049,100	1,050,000	1,050,000	1,050,000
Expenditures subtotal	941,616	980,364	1,174,100	1,175,000	1,175,000	1,175,000
Ending fund balance						
Assigned (contingency)	2,277	1,704	-	-	-	-
<b>TOTAL REQUIREMENTS</b>	<b>\$ 943,893</b>	<b>\$ 982,068</b>	<b>\$ 1,174,100</b>	<b>\$ 1,175,000</b>	<b>\$ 1,175,000</b>	<b>\$ 1,175,000</b>

**BUDGET HIGHLIGHTS**

As intended, the Agency will collect tax increment revenues, and distribute a tax rebate to Twist less a 10% administrative fee.

**WEST SIDE PLAN**

This district was adopted on November 3, 2003. Initial activity was focused on meeting infrastructure needs of the Villebois development. Projects have included acquisition of land for a future park and school site, and to acquire land and construct a new 1.2 mile roadway. The City’s Urban Renewal Strategic Plan was adopted in 2014, and a substantial amendment to the West Side Plan occurred in February 2016 to increase maximum indebtedness to allow for the completion of Plan projects.

One fund remains to account for the final activities of the West Side district:

1. Capital Projects Fund – records infrastructure costs and professional management

**WEST SIDE ASSESSED VALUE AND TAXES**

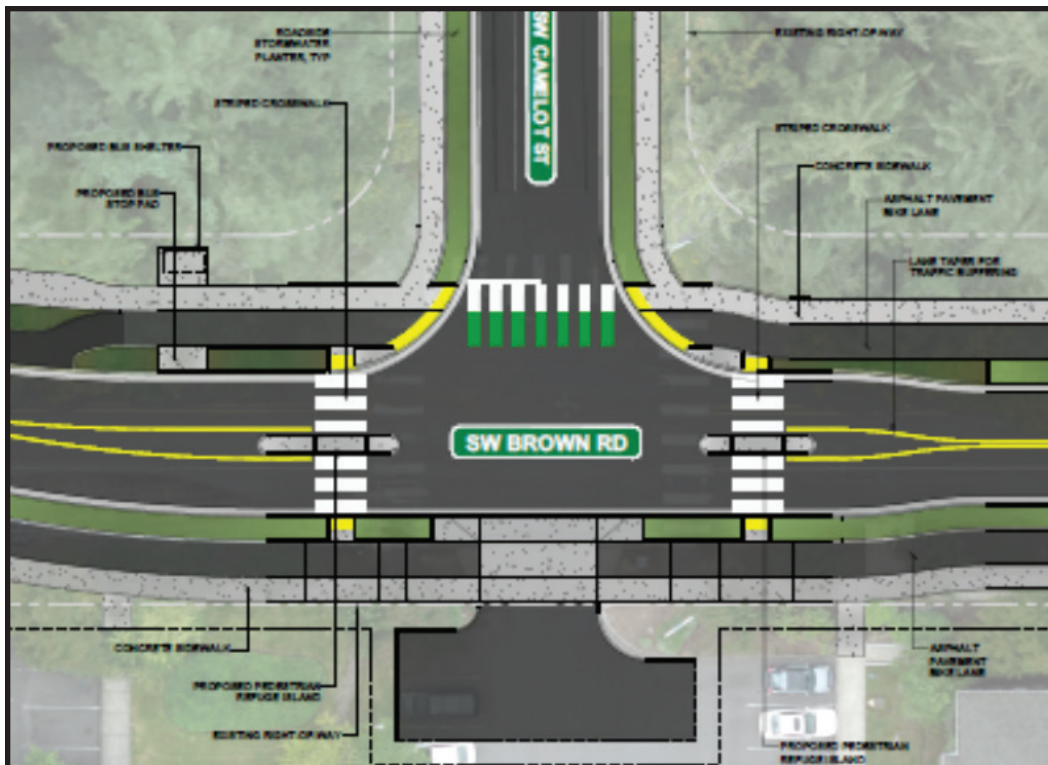
**WESTSIDE**

	Actual 2022-23	Actual 2023-24	Budget 2024-25	Estimated 2025-26	% Change
Assessed Valuation in District	\$ 773,761,298	\$ 797,699,071	\$ -	\$ -	0%
Frozen Tax Base	(18,017,272)	(18,017,272)	-	-	0%
Incremental Value	755,744,026	779,681,799	-	-	-100%
<b>Incremental Value Certified</b>	401,210,000	122,100,000	-	-	0%

**Property Tax Collected (net of discounts)**

Division of Taxes <sup>1</sup>	\$ 4,970,873	\$ 534,438	\$ -	\$ -	0%
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<sup>1</sup> Assessment and tax increment collection terminate 07/01/24



Planned intersection improvements to Brown Road & Camelot Street as part of Brown Road Improvement project (CIP #4216).

**STATEMENT OF PURPOSE**

The district aims to eliminate blight in areas within its boundaries and attract aesthetically pleasing, job producing private investments. This development will improve and stabilize property values and protect the area’s residential livability and environmental values.

**PROGRAM OBJECTIVES**

1. The remaining project for this district is the Brown Road construction project

**HISTORY OF WEST SIDE URBAN RENEWAL PROJECTS**

	Years Prior	Estimate 2025-26	Budget 2026-27
<b>Road Projects</b>			
Boeckman Road Extension	\$ 13,043,919	\$ -	\$ -
Boeckman Road Geotech	390,970	-	-
Barber Street	8,308,134	-	-
I-5 Pedestrian Bridge	1,512,000	-	-
Brown Road*	536,300	3,140,000	3,060,000
Tooze Road	5,625,951	-	-
<b>Total Road Projects</b>	<b>\$ 29,417,274</b>	<b>\$ 3,140,000</b>	<b>\$ 3,060,000</b>
<b>Park Projects</b>			
Villebois Park Promenade	\$ 151	\$ -	\$ -
Villebois Park Piccadilly	203,900	-	-
Villebois Park Piazza	734,075	-	-
Villebois Park Montague	756,494	-	-
<b>Total Park Projects</b>	<b>\$ 1,694,620</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Facilities Projects</b>			
Art Tech Siding Replacement	\$ 79,749	\$ -	\$ -
<b>Local Schools</b>			
School Site Acquisition, #1	\$ 4,152,235	\$ -	\$ -
School Site Acquisition, #2	3,437,972	-	-
<b>Total Local Schools</b>	<b>\$ 7,590,207</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total</b>	<b>\$ 38,741,976</b>	<b>\$ 3,140,000</b>	<b>\$ 3,060,000</b>

\*Active CIP

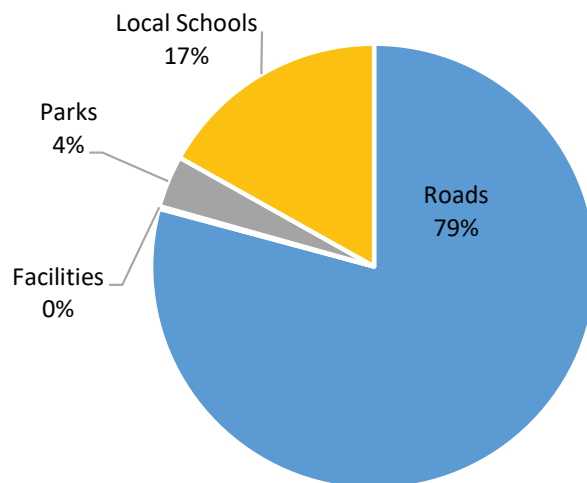
**URBAN RENEWAL – WEST SIDE CAPITAL PROJECTS FUND**

	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
<b>RESOURCES</b>						
Revenues						
Investment revenue	\$ 311,731	\$ 302,266	\$ 224,000	\$ 130,900	\$ 130,900	\$ 130,900
Beginning fund balance	6,320,101	6,498,399	5,596,691	3,273,591	3,273,591	3,273,591
<b>TOTAL RESOURCES</b>	<b>\$ 6,631,832</b>	<b>\$ 6,800,665</b>	<b>\$ 5,820,691</b>	<b>\$ 3,404,491</b>	<b>\$ 3,404,491</b>	<b>\$ 3,404,491</b>
<b>REQUIREMENTS</b>						
Expenditures						
Materials and services						
Prof and tech services	\$ 133,271	\$ 147,200	\$ 375,000	\$ 190,000	\$ 190,000	\$ 190,000
Capital projects						
#4216 Brown Road	162	464,874	2,851,000	3,060,000	3,060,000	3,060,000
Ending fund balance						
Restricted (capital projects)	6,498,399	6,188,591	2,594,691	154,491	154,491	154,491
<b>TOTAL REQUIREMENTS</b>	<b>\$ 6,631,832</b>	<b>\$ 6,800,665</b>	<b>\$ 5,820,691</b>	<b>\$ 3,404,491</b>	<b>\$ 3,404,491</b>	<b>\$ 3,404,491</b>

**BUDGET HIGHLIGHTS**

Brown Road capital project continues and is the last remaining project for the district.

**West Side - Project History by Type**





Best of Wilsonville photo contest submission. Photo Credit: Iona River.

## COFFEE CREEK PLAN

The Coffee Creek Plan was adopted on October 17, 2016. The Coffee Creek Urban Renewal area seeks to develop a new employment area in north Wilsonville that will attract general industrial, warehouse, flex, and research and development related business. The Coffee Creek Urban Renewal area is composed of approximately 258 total acres. The Plan expects to utilize tax increment financing for 25 years with a maximum indebtedness of \$67,000,000.

Key projects identified for improvement are infrastructure enhancements to existing roadways, utility development, and property acquisition and disposition.

Three funds may eventually be used to account for the activities of the Coffee Creek Plan district including:

1. Debt Service Fund – records costs of repayment of debt
2. Capital Projects Fund – records infrastructure costs and professional management
3. Program Income Fund – records miscellaneous receipts and infrastructure costs (not currently active)

## COFFEE CREEK ASSESSED VALUES AND TAXES

### COFFEE CREEK

	Actual 2023-24	Actual 2024-25	Budget 2025-26	Estimated 2026-27	% Change
Assessed Valuation in District	\$ 161,119,324	\$ 160,183,773	\$ 164,988,668	\$ 176,537,875	7%
Frozen Tax Base	(99,003,704)	(99,003,704)	(99,003,704)	(99,003,704)	0%
<b>Incremental Value</b>	<b>62,115,620</b>	<b>61,180,069</b>	<b>65,984,964</b>	<b>77,534,171</b>	<b>18%</b>

### Property Tax Collected (net of discounts)

Division of Taxes	\$ 674,161	\$ 679,916	\$ 712,000	\$ 830,200	17%
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**STATEMENT OF PURPOSE**

The Debt Service Fund accounts for the collection of tax increment (property tax) revenues and the payment of principal and interest on outstanding debt. Taxes are collected by the County Assessor and remitted to the Agency shortly after collection.

**PROGRAM OBJECTIVES**

1. Monitor private development that would result in future tax increment revenue generation

**COFFEE CREEK HISTORY OF DEBT ISSUANCE AND MAXIMUM INDEBTEDNESS**

In October of 2016, the Plan was adopted establishing maximum indebtedness at \$67,000,000. Proceeds from the issuance of debt are used to pay capital project costs and related administration.

**COFFEE CREEK**

<b>Date</b>	<b>Issue Amount</b>	<b>Key Projects</b>
<b><u>Maximum Indebtedness</u></b>		
Adopted October 2016	\$ 67,000,000	
<b><u>Debt Issued</u></b>		
April 2019	3,800,000	Garden Acres Road
July 2020	500,000	Garden Acres Road
January 2024	500,000	Overhead and planning for future projects
October 2025	500,000	Overhead and planning for future projects
Total debt issued through June 2026	5,300,000	
<b>Balance Available, July 1, 2026 (Maximum Indebtedness less Total Debt Issued)</b>	<b>\$ 61,700,000</b>	

**DEBT OUTSTANDING**

On April 4, 2019, the Agency issued \$3.8 million through a note held by Columbia State Bank with an interest rate of 3.19%. Debt service is amortized over 10 years. Security of this debt is the annual tax increment revenue and debt service fund.

Coffee Creek

Coffee Creek Plan Debt 2019 Issue - Columbia Bank				
<b>FY</b>	<b>Principal</b>	<b>Interest</b>	<b>Total</b>	
2026-27	\$ 194,963	\$ 81,845	\$ 276,808	
2027-28	201,232	75,576	276,808	
2028-29	2,217,822	69,105	2,286,927	
	<b>\$ 2,614,017</b>	<b>\$ 226,526</b>	<b>\$ 2,840,543</b>	

**URBAN RENEWAL - COFFEE CREEK DEBT SERVICE FUND**

	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
<b>RESOURCES</b>						
Revenues						
Tax increment revenues						
Current year	\$ 674,161	\$ 671,875	\$ 712,000	\$ 830,200	\$ 830,200	\$ 830,200
Prior year	5,755	6,169	6,000	6,000	6,000	6,000
Tax increment subtotal	679,916	678,044	718,000	836,200	836,200	836,200
Investment revenue	22,990	27,094	29,000	25,000	25,000	25,000
Beginning fund balance	319,582	243,953	652,000	697,876	697,876	697,876
<b>TOTAL RESOURCES</b>	<b>\$ 1,022,488</b>	<b>\$ 949,091</b>	<b>\$ 1,399,000</b>	<b>\$ 1,559,076</b>	<b>\$ 1,559,076</b>	<b>\$ 1,559,076</b>
<b>REQUIREMENTS</b>						
Expenditures						
Debt service						
Principal	\$ 177,304	\$ 183,005	\$ 190,000	\$ 195,000	\$ 195,000	\$ 195,000
Interest	101,231	95,110	90,000	85,000	85,000	85,000
Short-term debt	500,000	-	500,000	500,000	500,000	500,000
Debt service subtotal	778,535	278,115	780,000	780,000	780,000	780,000
Ending fund balance						
Restricted (debt service)	243,953	670,976	619,000	779,076	779,076	779,076
<b>TOTAL REQUIREMENTS</b>	<b>\$ 1,022,488</b>	<b>\$ 949,091</b>	<b>\$ 1,399,000</b>	<b>\$ 1,559,076</b>	<b>\$ 1,559,076</b>	<b>\$ 1,559,076</b>

**BUDGET HIGHLIGHTS**

The fund continues the debt service payments for the funding of the Garden Acres Rd Project.



Grahams Ferry Industrial Center, made possible by construction of Garden Acres Road (as shown) as part of the Coffee Creek Urban Renewal Area.

**STATEMENT OF PURPOSE**

The district aims to eliminate blight in areas within its boundaries and attract aesthetically pleasing, job producing private investments. This development will improve public infrastructure including transportation and utility improvements to generate industrial private development.

**PROGRAM OBJECTIVES**

1. Over the course of time as development happens in the Coffee Creek Plan area, the tax increment will grow and will enable financing of the following capital projects:
  - Construct regional detention pond with an outfall to Basalt Creek
  - Construct new SW Java Road; three lane road section with bike lanes, sidewalks, and landscaping
  - Complete Coffee Creek Industrial area sewer extensions
  - Continue various roadway upgrades on Day Road, Boones Ferry, and Grahams Ferry Road

**URBAN RENEWAL – COFFEE CREEK CAPITAL PROJECTS FUND**

	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
<b>RESOURCES</b>						
Revenues						
Investment revenue	\$ 13,306	\$ 20,844	\$ 14,000	\$ 25,200	\$ 25,200	\$ 25,200
Loan proceeds	500,000	-	500,000	500,000	500,000	500,000
Beginning fund balance	115,944	495,250	371,000	650,086	650,086	650,086
<b>TOTAL RESOURCES</b>	<b>\$ 629,250</b>	<b>\$ 516,094</b>	<b>\$ 885,000</b>	<b>\$ 1,175,286</b>	<b>\$ 1,175,286</b>	<b>\$ 1,175,286</b>
<b>REQUIREMENTS</b>						
Expenditures						
Materials and services						
Prof and tech services	\$ 134,000	\$ 136,004	\$ 236,004	\$ 236,004	\$ 236,004	\$ 236,004
Capital projects						
#2115 Day Road Sewer Extension	-	-	630,000	630,000	630,000	630,000
Ending fund balance						
Restricted (capital projects)	495,250	380,090	18,996	309,282	309,282	309,282
<b>TOTAL REQUIREMENTS</b>	<b>\$ 629,250</b>	<b>\$ 516,094</b>	<b>\$ 885,000</b>	<b>\$ 1,175,286</b>	<b>\$ 1,175,286</b>	<b>\$ 1,175,286</b>

**BUDGET HIGHLIGHTS**

The Coffee Creek Urban Renewal District plans to continue construction on the Day Road Sewer Extension in FY 2026-27.

	Years Prior	Estimate 2025-26	Budget 2026-27
<b>Road Projects</b>			
Garden Acres Road	\$ 3,748,522	\$ -	\$ -
<b>Sewer Projects</b>			
Day Road Sewer Extension	-	115,000	630,000
<b>Total</b>	<b>\$ 3,748,522</b>	<b>\$ 115,000</b>	<b>\$ 630,000</b>

# Urban Renewal Summary

## SUMMARY OF URBAN RENEWAL BY FUND

	WIN	West Side	Coffee Creek		URA
	Program Income	Capital Projects	Debt Service	Capital Projects	Grand Total
<b>RESOURCES</b>					
Tax increment	\$ 1,175,000	\$ -	\$ 836,200	\$ -	\$ 2,011,200
Investment revenue	-	130,900	25,000	25,200	181,100
Loan proceeds	-	-	-	500,000	500,000
Beginning fund balance	-	3,273,591	697,876	650,086	4,621,553
<b>TOTAL RESOURCES</b>	<b>\$ 1,175,000</b>	<b>\$ 3,404,491</b>	<b>\$ 1,559,076</b>	<b>\$ 1,175,286</b>	<b>\$ 7,313,853</b>
<b>REQUIREMENTS</b>					
Materials and services	\$ 1,175,000	\$ 190,000	\$ -	\$ 236,004	\$ 1,601,004
Capital projects	-	3,060,000	-	630,000	3,690,000
Debt service	-	-	780,000	-	780,000
Interagency transfer out	-	-	-	-	-
Ending fund balance					
Restricted (debt service)	-	-	779,076	-	779,076
Restricted (capital projects)	-	154,491	-	309,282	463,773
<b>TOTAL REQUIREMENTS</b>	<b>\$ 1,175,000</b>	<b>\$ 3,404,491</b>	<b>\$ 1,559,076</b>	<b>\$ 1,175,286</b>	<b>\$ 7,313,853</b>

## SUMMARY OF DEBT OUTSTANDING BY DISTRICT

	Original Issuance	Coffee Creek	Total URA
		July 1, 2026 Balance	July 1, 2026 Balance
<b>ISSUANCE</b>			
Series 2019 Note Payable	\$ 3,800,000	\$ 2,614,017	\$ 2,614,017
<b>Total Outstanding Debt</b>	<b>\$ 3,800,000</b>	<b>\$ 2,614,017</b>	<b>\$ 2,614,017</b>

# Urban Renewal Summary

The table below combines the active funds used by the Urban Renewal Agency and is intended to aid the reader in understanding the overall financial activity of the Agency.

## BUDGET SUMMARY - ALL URBAN RENEWAL FUNDS COMBINED

	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	Approved 2026-27	Adopted 2026-27
<b>RESOURCES</b>						
Tax increment	\$ 2,158,247	\$ 1,657,835	\$ 1,892,100	\$ 2,011,200	\$ 2,011,200	\$ 2,011,200
Investment revenue	1,066,734	355,656	267,000	181,100	181,100	181,100
Loan proceeds	500,000	-	500,000	500,000	500,000	500,000
Beginning fund balance	24,689,283	8,839,546	6,770,691	4,621,553	4,621,553	4,621,553
<b>TOTAL RESOURCES</b>	<b>\$ 28,419,264</b>	<b>\$ 10,853,037</b>	<b>\$ 9,429,791</b>	<b>\$ 7,313,853</b>	<b>\$ 7,313,853</b>	<b>\$ 7,313,853</b>
<b>REQUIREMENTS</b>						
Materials and services	\$ 1,426,288	\$ 1,263,568	\$ 1,785,104	\$ 1,601,004	\$ 1,601,004	\$ 1,601,004
Capital projects	13,162,376	1,918,993	3,481,000	3,690,000	3,690,000	3,690,000
Debt service	4,966,054	278,115	780,000	780,000	780,000	780,000
Interagency transfer out	25,000	-	151,000	-	-	-
Ending fund balance						
Restricted (debt service)	243,953	670,976	619,000	779,076	779,076	779,076
Restricted (capital projects)	8,447,768	6,568,681	2,613,687	463,773	463,773	463,773
Assigned (contingency)	147,825	152,704	-	-	-	-
<b>TOTAL REQUIREMENTS</b>	<b>\$ 28,419,264</b>	<b>\$ 10,853,037</b>	<b>\$ 9,429,791</b>	<b>\$ 7,313,853</b>	<b>\$ 7,313,853</b>	<b>\$ 7,313,853</b>

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Best of Wilsonville photo contest submission. Photo Credit: Jasmin Luck.



# Boards and Commissions

Like most cities in Oregon, Wilsonville operates on a council/manager form of government. City Council sets policy and provides direction to an appointed City Manager that directs staff and carries out the day-to-day administration of the City, see the organizational chart on the third page of the Reader's Guide.

The City Council depends on appointed boards and commissions for advice and input and, in the case of the Development Review Board, to render judgments in land-use applications. Below are brief descriptions of the boards and commissions.

- Arts, Culture, and Heritage Commission
- Budget Committee
- City Council
- Diversity, Equity and Inclusion (DEI) Committee
- Development Review Board (DRB)
- Kitakata Sister City Board
- Library Board
- Parks & Recreation Advisory Board
- Planning Commission
- Tourism Promotion Committee
- Urban Renewal Agency
- Wilsonville - Metro Community Enhancement Committee

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## ARTS, CULTURE, AND HERITAGE COMMISSION

The City's Arts, Culture and Heritage Commission is to advise the City Council on matters relating to arts, culture and heritage, oversee implementation of recommendations outlined in the Arts Culture & Heritage Strategy, and supervise the Community Tourism Matching Grant Program.

### ACHC voting members are:

- David Altman
- Joan Carlson
- Creed Harmon
- Aaron Harris
- Jason Jones
- Sageera Oravil Abdulla Koya
- Douglas Parker
- Vivian Resendiz
- Susan Schenk

### Meeting Information:

- Third Wednesday of each month
- 5:00pm
- Located at City Hall

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## BUDGET COMMITTEE

The Budget Committee consists of the five city councilors and five citizens at large. The citizens are appointed by the governing body and serve three-year terms.

The committee meets as necessary during the year and at a minimum must meet each spring to review the budget proposed by the city manager. The meetings are open to the public and input from the public is received at the meetings.

Budget Committee members can question city staff on financial, programs, and operational matters. The members can suggest and vote on amendments to the proposed budget. Once the Budget Committee votes on the budget and passes it out of committee, it becomes known as the Approved Budget.

The approved budget is referred to the City Council, where a public hearing is held before adoption. Council can adopt the budget as approved or vote on changes prior to adoption.

### Budget Committee members are:

- Shawn O'Neil, Mayor
- Caroline Berry
- Anne Shevlin
- Adam Cunningham
- Sam Scull
- Tyler Beach
- Larisa Manuel Byers
- Synthea Russell
- Adrienne Scritsmier
- Andrew Engel

### Meeting Information:

- Spring of each year
- 6:00pm
- Located at Wilsonville City Hall Council Chambers

# Boards and Commissions

## CITY COUNCIL

The City Council consists of a mayor and four councilors who are elected to serve for overlapping four-year terms. All are elected at-large and the offices are nonpartisan. The only requirements for serving on the Council are that you are a registered voter and have lived in Wilsonville for at least 12 months.

The Mayor presides over Council meetings and frequently represents the City in a ceremonial capacity. The Mayor also makes recommendations to the Council for appointments to City boards and commissions.

The City Council is responsible for identifying needs and problems in the community and establishing community goals and objectives to meet those needs. Council adopts City laws and changes them as needed, approves contracts, agreements and purchases in excess of \$250,000. Council members are also members of the Budget Committee and participate in annual fiscal planning, budgeting, deciding how city revenues should be raised, how much will be spent and for what purposes.

The City Council also acts as the Urban Renewal Agency for the City of Wilsonville by setting a budget, and levying taxes for the City's urban renewal program.

### City Council members are:

- Shawn O'Neil, Mayor
- Caroline Berry, Council President
- Anne Shevlin, Councilor
- Adam Cunningham, Councilor
- Sam Scull

### Meeting Information:

- First and third Monday of each month
- Work Session 5:00pm
- Council Meeting 7:00pm
- Located at Wilsonville City Hall Council Chambers

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## DIVERSITY, EQUITY, AND INCLUSION COMMITTEE

The Diversity, Equity and Inclusion Committee generally meets to identify and address systemic barriers to inclusion that exist within the City's practices, processes, regulations, events and other initiatives.

Thirteen Committee members serve as a direct liaison between the community and City Hall, amplifying the voices and addressing the needs of people traditionally under-represented or excluded in government.

### DEI members are:

- Jenna Barruga
- Justin Brown
- Elisabeth Garcia Davidson
- Fiona Huston
- Wilnise Jasmin
- Jennie Kime
- Mina Lemke
- Natalia Oguilve Araya
- Avani Patel
- Iona River
- Rick Wallace
- Carolina Wilde
- Vacant

### Meeting Information:

- Second Tuesday of each month
- 6:00pm
- Located at Wilsonville City Hall Council Chambers

## DEVELOPMENT REVIEW BOARD

The DRB consists of two five-member panels, each of which is empowered to review and take action on land-use applications. The DRB renders decisions regarding land divisions, planned development, site level review of specific development proposals, design review applications, street naming and vacations, zoning variances, conditional use permits, and quasi-judicial amendments to the Comprehensive Plan designations or zoning. To a large degree, the decisions of the DRB determine how the city will look. Decisions of the DRB are usually binding, but may be appealed to the City Council.

### DRB members are:

#### Panel A

- Mitchell Cooper
- Alice Galloway Neely
- Jordan Herron
- Janis Sanford
- Vacant

#### Panel B

- John Andrews
- Rachelle Barrett
- Dana Crocker
- George Dunn
- Kamran Mesbah

### Meeting Information:

- Second and fourth Monday of each month
- 6:30pm
- Located at Wilsonville City Hall Council Chambers

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## KITAKATA SISTER CITY ADVISORY BOARD

The board must consists of 5 members and no more than nine. Participants typically serve three-year terms. Board members serve as program ambassadors, advocating for and supporting program activities, maintaining strong relationships with delegates from Kitakata and promoting a positive image of the program locally and abroad. The Board participates in the cross-cultural exchange of ideas and information, also plans itineraries and identifies host families for visiting delegations, recommends annual program budgets and performs community outreach to support the program.

Wilsonville has enjoyed a sister-city relationship with Kitakata since October 1988 “to deepen the understanding and friendship between the two cities through programs in such fields as education, culture and economy.” The cities participate in a student exchange; local high school and middle school students from Kitakata stay with families here in Wilsonville, and students from Wilsonville stay with host families and participate in local activities in Kitakata. These exchanges have nurtured and increased understanding of different cultures, while creating wonderful memories and new friendships. The program was long sustained through the dedication of the Wilsonville Sister City Association, a volunteer group that organized, raised funds and documented cultural exchanges prior to the establishment of this City board.

### Kitakata Sister City Advisory Board members are:

- Michael Bohlen
- Matt Brown
- Joshua Dalglish
- Wendy Hall
- Ami Keiffer
- Devan Olmstead
- Elliot Porter
- Theodore Russell
- Samuel Scarpone

### Meeting Information:

- Meet quarterly
- 6:00pm
- Located at Wilsonville Parks and Recreation Administrative offices

# Boards and Commissions

## LIBRARY BOARD

The Board supports and assists the Library Director in all Library planning and advises the City of budgetary and policy considerations relating to the Library's operation and development. Board members help prepare and present the annual Library budget request and strive to keep the City Council and Wilsonville community informed of Library activities and developments.

### Library Board members are:

- Sarah Ebersole
- Natalie McKown
- Orel Smith
- Dick Spence
- Gay Walker

### Meeting Information:

- Fourth Wednesday of each month
- 6:30pm
- Located at Wilsonville Public Library

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## PARKS & RECREATION ADVISORY BOARD

The Board consists of up to seven members and is required to have at least five of its members living within Wilsonville city limits. Up to two members of the Board are allowed to be nonresidents at any one time. Term length is four years, with no member holding office for more than two consecutive terms.

The purpose of the Parks and Recreation Board is to take the initiative in planning for present and future park and recreational needs of the people in Wilsonville and to act as a channel of communication between the public and city government. The Board also advises the City Council on any referred policy matters that pertain to the provision of park and recreational services to the community.

Members of the Parks and Recreation Board recommend policy and serve as a sounding board for the department administrator and staff to test their plans and ideas. They are also responsible for considering various means of bringing the City's present recreation and park areas and facilities up to and maintaining an acceptable standard.

### Parks & Recreation Advisory Board members are:

- Amanda Aird
- Bill Bagnall
- Kristi Corno
- Paul Diller
- Keith Gary
- Amanda Harmon
- John West

### Meeting Information:

- Second Thursday of each month, January, April, May, and October
- 4:00pm
- Located at City Hall

## PLANNING COMMISSION

The Commission consists of a chair, vice-chair, and five other members, all of whom serve a regular term of four years. It is the responsibility of the Commission to make recommendations to the City Council on all legislative land-use matters as well as policy considerations relating to planning and development within the City. This could include plans for the regulation of future growth and development in Wilsonville, plans for the promotion of the industrial, commercial and economic needs of the community and the study of measures that might promote the public health, safety and welfare of the City.

### Planning Commission members are:

- Rob Candrian
- Matt Constantine
- Nicole Hendrix
- Andrew Karr
- Yana Semenova
- Jeffrey Zundel
- Vacant

### Meeting Information:

- Second Wednesday of each month
- 6:00pm
- Located at Wilsonville City Hall Council Chambers

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## TOURISM PROMOTION COMMITTEE

The Tourism Promotion Committee consists of 12 members total, including seven voting members drawn from the hospitality and tourism industry in the greater Wilsonville area and five ex-officio, advisory members composed of tourism professionals and key City officials. The Tourism Promotion Committee has three primary areas of responsibility. They oversee the implementation of the Tourism Development Strategy, make recommendations to the City Council on ways to increase tourism, and they make recommendations to City Council concerning the selection and disbursement of Tourism Grants.

### Tourism Promotion Committee voting members are:

- Gus Castaneda
- Noelle Craddock
- Jennifer Gage
- Elaine Owen
- Sungmin Park
- Brandon Roben
- Justin Timm

### Meeting Information:

- Four times per year
- 6:30pm
- Located at City Hall

# Boards and Commissions

## **WILSONVILLE - METRO COMMUNITY ENHANCEMENT COMMITTEE**

The Wilsonville - Metro Community Enhancement Committee consists of 7 members: 4 citizen/community members, 2 City Council members, and 1 Metro Councilor. They oversee the local implementation of the Wilsonville-Metro Community Enhancement Program. The program is funded by a per-ton fee charged by Metro regional government on solid-waste transfer stations located in communities throughout the greater Portland region. The Committee in essence reviews “community enhancement” projects or programs nominated by the public and members of City boards and commissions that are first assessed by City staff, and decides which projects or programs, if any, to advance with the Community Enhancement Program funds.

### **Wilsonville - Metro Community Enhancement Committee members are:**

- Maripat Hensel
- Nik McGee
- Scot Siegel
- Devon Thorson
- Caroline Berry, Councilor
- Anne Shevlin, Councilor
- Gerritt Rosenthal, Metro Councilor

### **Meeting Information:**

- As needed
- 6:30pm
- Located at City Hall

# Financial Management Policies

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## **PURPOSE**

The Comprehensive Financial Management Policies are the tools used to ensure that the City is financially able to meet its current and future service needs. The individual policies contained herein set a basis for both the financial planning, reporting and internal financial management of the City.

Municipal resources must be wisely used to ensure adequate funding for the services, public facilities, and infrastructure necessary to meet immediate and long-term needs. These policies safeguard the fiscal stability required to achieve the City's objectives and ensure long-term financial health.

## **OBJECTIVES**

- To guide the City Council and management policy decisions that have significant fiscal impact.
- To employ balanced revenue policies that provides adequate funding for services and service levels.
- To maintain appropriate financial capacity for present and future needs.
- To maintain sufficient reserves so as to maintain service levels during periods of economic downturn.
- To promote sound financial management by providing accurate and timely information on the City's financial condition.
- To protect the City's credit rating and provide for adequate resources to meet the provisions of the City's debt obligations on all municipal debt.
- To ensure the legal use of financial resources through an effective system of internal controls.
- To promote cooperation and coordination with other governments and the private sector in financing and delivery of services.

## **SCOPE**

The following policies shall apply to both the City and its component unit, the Urban Renewal Agency of Wilsonville.

# Financial Management Policies

## I. ACCOUNTING, AUDITING, AND FINANCIAL REPORTING

Maintain accounting practices in accordance with state and federal law, regulations, and financial reporting that conform to Generally Accepted Accounting Principles (GAAP). Provide for, prepare and present regular reports that analyze and evaluate the City's financial performance and economic condition.

### A. Accounting Practices and Principles

The City will maintain accounting practices in accordance with state and federal law, regulations, and annual financial reporting that conforms to (GAAP) as set forth by the Governmental Accounting Standards Board (GASB), the authoritative standard setting body for units of local government. The City's monthly and quarterly interim financial reports will be reported on the budgetary basis. At year-end, the general ledger and financials will be converted to GAAP. The Annual Comprehensive Financial Reports and continuing disclosure statements will also meet these standards.

### B. Financial and Management Reporting

1. Monthly financial reports will be provided to management containing department revenues and expenditures actual to date with comparison to the budget. These reports will be distributed within ten working days of the end of each month. Monthly status reports on capital projects will be provided to project managers and the City Manager within fifteen working days of the end of each month.
2. Quarterly summary financial reports will be provided to management, City Council and Budget Committee Members within 30 days of the end of the quarter. The quarterly report will contain revenues and expenditures in summary form for each operating fund with explanations of significant financial variations to budget. The report will contain summary information on larger capital projects and a statement of cash and investments including end of quarter market value.
3. Annually the annual comprehensive financial report, subjected to independent audit, will be prepared in a format that conforms to the standards of the Government Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting. The report shall be shared with the City Manager, City Council, Budget Committee and the Secretary of State. In accordance with state law the report shall be distributed no later than December 31st of the following fiscal year.

### C. Annual Audit

1. Annual Comprehensive Financial Report

It will be prepared pursuant to state law. The City shall have an annual financial and compliance audit and prepare financial statements based on the audited financial information. The audit shall be performed by certified public accounting (CPA) firm, licensed to practice as Municipal Auditors in the State of Oregon. The annual financial report, including the auditor's opinion and specific reports as required by Oregon state regulations, shall be filed no later than six (6) months following the end of the fiscal year. The audit firm shall also provide a Single Audit of Federal and State grants, when necessary. The Finance Director shall be responsible for establishing a process to ensure timely resolution of audit recommendations, if any.

2. Audit Committee

Can be formed by City Council to promote issues related to fiscal accountability, enhances interaction with the external auditor and promotes transparency of financial transactions. City Council may create an Audit Committee. The Mayor may appoint or confirm the Audit Committee, consisting of the Mayor, one City Councilor, one Budget Committee Member and two citizens with an accounting or business background. The primary purpose of the Audit Committee would be to assist the City Council and the City Manager in fulfilling oversight responsibilities for financial reporting, audit processes, and effective internal control systems. The City would maintain an Audit Committee charter which outlines the duties and responsibilities of the Audit Committee.

3. Annual Financial Disclosure

As required by the Securities and Exchange Commission (SEC) Rule 15c2-12, the City will provide certain annual financial information to the Municipal Securities Rulemaking Board (MSRB). This will include any periodic materials event notices as required by the MSRB or SEC.

### D. Signature of Checks

Pursuant to the City Charter, all checks shall have two signatures. Checks will be signed by the Finance Director and either the City Manager or another designated person in the Finance Department. Signatures shall be affixed on all City checks via facsimile signatures, either with a signature plate used with a check signing machine or with a secure laser check printing system.

# Financial Management Policies

## **E. Compliance with Council Policies**

The Financial Management Policies will be reviewed annually and updated, revised or refined as deemed necessary.

Occasionally exceptions to the policies adopted by City Council may be appropriate and required. Exceptions will be identified, documented, and explained to City Council and/or the City Manager.

## **II. BUDGETING - OPERATIONS**

### **A. Budget Committee**

In accordance with ORS 294.414 the City Budget Committee shall consist of the five elected members of Council and an equal number of appointed citizens. Among the responsibilities of the Budget Committee shall be the review of the annual proposed budget and financial forecasts.

### **B. Proposed Budget Document**

In accordance with ORS 294.426 the City Manager shall file a Proposed Budget document and budget message with the City Budget Committee approximately two weeks prior to the first scheduled Budget Committee meeting.

### **C. Use of Non-Recurring Revenues**

Non-recurring revenue sources, such as a one-time revenue or carryover of prior year unrestricted/unassigned balance should only be budgeted and used to fund non-recurring expenditures, such as capital purchases or capital improvement projects. The City shall avoid using non-recurring revenues for recurring program expenditures.

### **D. Budget Preparation**

1. Department directors have primary responsibility for formulating program proposals. New or expanded services should support City Council goals, City Manager priority direction and department goals. Departments are charged with implementing them once the budget is adopted.
2. All competing requests for City resources will be weighted within the formal annual budget process.
3. Actions on items that come up throughout the year with significant financial impacts should be withheld until they can be made in the full context of the annual budget process and long-range plan, unless unforeseen circumstances present themselves.
4. Annually, the City will seek to obtain the Government Finance Officers Association Distinguished Budget Presentation Award. The budget document will be presented in a way that clearly communicates the budget to the public and provides financial goals.

### **E. Full Cost Recovery and Overhead**

Program budgets should be prepared in a manner to reflect the full cost of providing services. General support program (e.g. Administration, Legal, Finance, etc.) costs shall be allocated to the beneficiating programs and funds via a method that is both fair and reasonable.

### **F. Budget Management**

The City Council shall delegate authority to the City Manager in managing the budget after it is formally adopted by the City Council, including the transfer of budgeted line-items within a program. The City Manager may further delegate levels of authority for the daily operations of the budget. Expenditures/expenses are legally established at the program level within each fund. Expenditures/expenses should not exceed the adopted budget, plus supplemental changes approved by the City Council.

### **G. Amended Budget**

In accordance with ORS 294.471-473 the City Council may approve changes to the adopted budget via resolution.

### **H. Monitoring**

Actual revenues and expenditures/expenses shall be monitored by the respective program manager each month. Financial reports shall be prepared within ten working days of the end of each month by the Finance Department and distributed to the responsible manager and City Manager. The Finance Director shall periodically review the reports and report significant variances to the City Manager. The goal of the monitoring shall be to identify potential budget and actual variances and to take corrective action soon as possible.

# Financial Management Policies

## I. Operating Deficits

The City shall take immediate corrective action if at any time during the fiscal year financial monitoring indicates that an operating fund's anticipated expenditures are expected to exceed its anticipated revenues. Corrective actions may include:

- Deferral of capital equipment purchases
- Deferral of pay-as-you go capital improvements
- Expenditure reductions
- Deferral of certain positions
- Hiring freezes
- Freeze non-represented employee merit increases
- Use of fund balance
- Use of volunteers
- Increase fees
- Reduce work hours with subsequent reduction in pay
- Eliminate positions which may require laying-off employees if there are no other vacant positions for which they are qualified.

Short-term loans as a means to balance the budget shall be avoided.

The use of fund balance, which is a one-time revenue source, may be used to fund an annual operating deficit, only with a subsequent approval of a plan to replenish the fund balance if it is brought down below policy level (see Fund Balance and Reserves Policy in section VIII).

## III. BUDGETING – CAPITAL OUTLAY

### A. Definition

Capital Outlay – Operating

Operating programs need certain furniture, equipment, vehicles, software, etc. to carry out the intended services. By definition such items costing \$10,000 or more, per item, shall be budgeted and accounted as capital outlay and shall be tracked in the City's fixed assets records. Significant repair or maintenance that extends the useful life of existing assets shall be included here provided the dollar threshold is met. The \$10,000 limit shall apply to individual items unless a group of items are intended to function together as a unified system (e.g. street lighting system).

Capital Outlay – Projects (also known as Capital Projects)

This category includes infrastructure projects meeting the capitalization threshold and development of master plans and design and engineering/architectural work leading to construction or repair of capital assets. Generally the total capitalization threshold shall be not less than \$50,000. Budgets and capitalization records shall include applicable project management and administrative overhead costs.

### B. Preparation

As part of the annual proposed budget the City shall include a list of capital projects that are necessary to preserve existing infrastructure or to expand to meet growth demands of the community. The list of projects shall embrace those included in the most recent long range capital improvement forecast, master plans, development agreements, and direction from City Council on current demands. This ensures that the City's capital improvement program includes the embodiment of the citizens and Council recommendations and the officially stated direction contained within the Comprehensive Plan.

Separate estimates for each project shall be prepared. Additionally, future annual operating and maintenance cost impacts shall be estimated.

### C. Financing

For each project one or more resource shall be identified to pay for such costs. Prior to construction award all identified resources shall be readily available for expenditure.

Pay-As-You-Go:

The City will strive to pay cash for capital improvement within the financial affordability of each fund versus issuance of debt. This necessitates advanced planning and setting aside resources for future use. This type of funding saves interest and debt issuance costs and in many cases reduces utility rate impacts on citizens and business of the City.

# Financial Management Policies

Grant revenues shall be sought for capital construction when determined to be advantageous to the City.

Certain assets may best be funded via debt. Refer to Debt Management Policy in section IX for discussion on when debt may be considered for projects.

## **D. Monitoring**

Each capital project shall have a project manager associated with it. The project manager shall monitor the progress and assure the project is completed according to standards, on time and within budget. Monthly financial reports detailing budget-to-actual for each project shall be provided to the project manager, Community Development Director and City Manager. City Council will receive an update on the larger (\$100,000 minimum expended to date) projects on a quarterly basis.

## **E. Infrastructure Evaluation and Replacement/Rehabilitation**

Water, wastewater, drainage, street lighting, streets, sidewalks, municipal facilities, and parks infrastructure are fundamental and essential functions for public health and safety, environmental protections and the economic well-being of the City. As a result, the City's capital improvement projects should be focused on ensuring that infrastructure is replaced as necessary to protect the City's investment, to minimize future replacement and maintenance costs and to maintain existing levels of service and accommodate growth.

1. Priority should be given to replacing/rehabilitating capital improvements prior to the time that assets have deteriorated to the point where they are hazardous, require high maintenance costs, negatively affect property values, or no longer serve their intended purpose.
2. The decision on whether to repair, replace or to rehabilitate an existing capital asset will be based on which alternative is most cost-effective, which would include life-cycle costing and provides the best value to the City.

## **IV. LONG-RANGE FINANCIAL PLAN**

The goal of the Long-Range Plan is to provide the Budget Committee, City Manager and department heads with long-term goals and objectives for the City as well as the strategies needed to achieve these goals and objectives. City staff will use these goals and objectives to guide them in the development of the City's annual budget.

### **A. Operating**

1. The City shall develop and maintain a financial forecast for each operating fund. The first year shall be the current year's adopted budget and the ensuing five years shall be forecasted. The forecast and report shall be prepared within six months following adoption of the budget. The most recent forecast shall be included in the proposed and adopted budget documents. The results of the forecast shall be presented to the Budget Committee.
2. Forecasts of urban renewal funds shall be prepared annually and completed in January/February following receipt of the most current property tax information. The urban renewal forecast shall be shared with the Budget Committee.
3. The City operating forecast should enable current service levels provided to be sustained over the forecast period. The forecast shall determine if revenues need to be increased and/or expenditures/expenses reduced in order to maintain operations on a Current Funding Basis.
4. Major financial decisions should be made in the context of the Long-Range Plan.

### **B. Capital Outlay - Projects**

1. The City shall annually prepare a five year forecast of capital projects. Projects should be based upon master plans, development agreements, input from applicable Commissions and Committees, and Council directed improvements. Included projects shall meet the definition of capital projects as defined previously.
2. The primary responsibility for development of the capital project forecast shall rest with the Community Development Director. The City Manager is charged with reviewing the proposed forecast and determining actions to balance needs with available resources.
3. Priority should be given to rehabilitating and replacing prior to the point when such action is critical. The decision on whether to repair or replace an existing capital asset will be based on which alternative is most cost-effective and provides the best value to the City.
4. The forecast shall coincide with the annual citywide budget process. The first year of the forecast shall be the fiscal year under budget.
5. Estimated costs shall include acquisition, design, construction, project management, equipment, furnishing,

# Financial Management Policies

and administrative charges. All costs to complete the project shall be included. Multi-year projects shall clearly disclose both the components of costs as well as the total estimated cost over the life of the project.

6. Funding resource(s) shall be identified for each project. The forecast shall make every effort to balance needed improvements with resources available. Projects that exceed the projected available resources shall be identified and recommendations on alternative funding shall be incorporated in the forecast report.
7. The forecast shall be presented to the Budget Committee during the annual budget process.

## V. CASH MANAGEMENT AND INVESTMENTS

### A. Cash Flow Analysis and Projections:

1. The Finance Director will forecast the City's cash inflows and outflows that will allow the City to keep its debt service costs to a minimum and to maximize the yield on temporary investments.
2. Revenue and expenditure projections will be reviewed by the Finance Director on a monthly basis to determine the validity of assumptions, new information, and accuracy of seasonal or periodic fluctuations.
3. The City's cash flow shall be managed with the goal of maximizing the total return on investments.

### B. Investments

Proposed revisions to the investment policy shall be submitted to the Oregon Short Term Fund Board for review and that Board's comments shall be shared with the City Council prior to adoption of investment policy by resolution.

1. Responsibility and Control: Management responsibility for the investment program shall rest with the City's Investment Officer who shall be the Finance Director or delegate. The Investment Officer shall adhere to ORS 294.145 (Prohibited Conduct for Custodial Officer) in managing the investment program for the City.
2. Eligible Investments: The Investment Officer will invest the City's surplus funds only in those investments authorized by ORS, 294.035 to 294.046 and 294.135 to 294.155, which includes the requirement that investments shall mature within 18 months of the acquisition date. The City will not invest in stocks nor shall it speculate or deal in futures or options.
3. Eligible Financial Institutions: The City will conduct business only with financial institutions such as banks' investment brokers, investment bankers, trustees, paying agents and registrants that are deemed credit worthy.
4. Objectives:
  - c. Safety: Safety of principal is the foremost objective of the City. Each investment transaction shall be undertaken in a manner which seeks to ensure preservation of capital and avoidance of capital losses through securities defaults, erosion of market value or other risks.
  - d. Liquidity: The City's Investment Officer shall match the investment portfolio with cash flow requirements. Due to the changing requirements of cash flow caused by factors not totally within the control of the City's Investment Officer, the ability to convert a security into cash must be considered.
  - e. Yield: Investments of the City shall be acquired in a manner designed to attain the maximum rate of return through all budget and economic cycles while taking into account constraints on investment instruments, cash flow characteristics of transactions, and safety of principal.
  - f. Reporting: The Investment Officer shall maintain detail records of each investment in a form that allows for periodic reporting. On a quarterly basis, the City's outstanding investments and fiscal year to date investment income will be presented to City Council by the Finance Director or Investment Officer.

## VI. EXPENDITURES

Identify services, establish appropriate service levels and administer the expenditure of available resources to assure fiscal stability and the effective and efficient delivery of those services.

### A. Maintenance of Capital Assets

Within the resources available each fiscal year, the City shall maintain capital assets and infrastructure at sufficient level to protect the City's investment, to minimize future replacement and maintenance costs, and to maintain service levels.

### B. Periodic Program/Services Reviews

The City Manager and staff shall undertake periodic reviews of City programs and services for both efficiency and

# Financial Management Policies

effectiveness. Programs or services determined to be inefficient and/or ineffective shall be recommended through the annual budget process to be reduced in scope or eliminated.

## C. Purchasing

All City purchases of goods and services shall be made in accordance with the City's current purchasing manual and procedures.

## VII. REVENUES

Design, maintain and administer a revenue system that will assure reliable, equitable, diversified, and sufficient revenue stream to support desired City services.

### A. Balance and Diversification in Revenue Sources

The City shall strive to maintain a balanced and diversified revenue system to protect the City from fluctuations in any one source due to changes in local economic conditions, which may adversely impact that source.

### B. User Fees – Non-Enterprise funds

1. For services that benefit specific users, the City shall establish and collect fees to recover the costs of those services. Where services provide a general public benefit, the City may recover the costs of those services through property taxes, privilege fees and other unrestricted resources.
2. At a minimum, the user fees will strive to cover direct costs. Preferably the fees will cover direct plus indirect costs.
3. User fees should be reviewed, at a minimum, every two to three years and adjusted to avoid sharp changes. If the Finance Department does not initiate the fee review it shall at least analyze the changes proposed from departments and comment upon them to the City Manager.
4. Factors in setting fees shall include but not be limited to; market and competitive pricing, effect of demand for services, and impact on users which may result in recovering something less than direct and indirect costs.
5. The City may set a different fee for residents versus non-residents.
6. User fees not regulated by state statute should be set via the City Manager. The intent of administratively set charges is to allow flexibility and ease to establish charges that cover actual costs or discourage abuse of City assets. Fees regulated by statute shall be presented to City Council via resolution or ordinance.

### C. User Fees - Enterprise Funds

1. Utility rates shall be set at levels sufficient to cover operating expenditures (direct and indirect), meet debt obligations and debt service coverage requirements, provide pay-as-you-go funding for capital improvements, and provide adequate levels of working capital.
2. The City may set a different fee for residents versus non-residents.
3. The Five-Year Financial Plan (or separate rate model study) and proposed operating budget shall serve as the basis for rate change considerations.
4. When necessary, the Five-Year Financial Plan (or separate rate model study) will be built around small rate increases annually versus higher rate increases periodically.
5. Non-consumption based charges within Enterprise Funds may be set administratively by the City Manager. Such charges include insufficient funds, late payment penalties, charges for meters, service turn-on and turn-off, etc. The intent of administratively set charges is to allow flexibility and ease to establish charges that cover actual costs or discourage abuse of City assets.

### D. One-Time/Unpredictable Revenue Sources

One-time, unpredictable revenue sources should not be used for ongoing expenses/expenditures. Instead, such revenue sources will be used for one-time purchases such as increase in fund balance requirements, capital equipment purchase, capital improvements, etc.

### E. Revenue Collection

The City shall maintain high collection rates for all revenues by monitoring monthly receivables. The City shall follow an aggressive, consistent, yet reasonable approach to collecting revenues to the fullest extent allowed by law for all delinquent rate payers and others overdue in payments to the City.

# Financial Management Policies

## Write-Off of Uncollectible Receivables (excludes court fines)

1. Receivables shall be considered for write-off as follows:
  - a. State statute authorizing the release of extinguishment, in whole or in part, of any indebtedness, liability, or obligation, if applicable.
  - b. Accounts outstanding for 3 years, identified as uncollectible, and all attempts to collect including use of a collection agency when appropriate have been taken.
2. Accounts shall be written-off annually near fiscal year-end. The Finance Director shall prepare a list of receivables determined to be uncollectible and include notation on collection efforts for each item. The list shall be submitted to the City Manager for review and approval. The City may report uncollected items to one or more credit reporting entities.
3. The write-off of uncollected accounts is a bookkeeping entry only and does not release the debtor from any debt owed to the City.
4. Municipal court fines shall follow a process established by the Municipal Court Judge and reviewed by the City Attorney.

## VIII. FUND BALANCE AND RESERVES

To maintain a high level of credit worthiness and to establish a financial position that can weather emergencies and economic fluctuations the City shall set aside cash reserves and contingencies within its fund balances. The Governmental Accounting Standards Board has created several categories of fund balance.

- Nonspendable – Nonliquid assets (e.g. inventory, prepayments) and liquid assets that have legal constraints preventing their use (e.g. principal of an endowment)
- Restricted – Assets which are constrained by an external entity (e.g. covenants in bond contracts)
- Committed – Constraints created by the governing body on itself at its highest level of decision making. For example, the governing board might like to commit a portion of the fund balance to a “stabilization reserve” to provide cushion against unknown economic shocks and revenue declines. Constraints are enacted via resolution and must be in place prior to the end of the fiscal year.
- Assigned – Similar to Committed except constraint is not legally binding, may be created by staff or the governing board, and can be created after the end of a fiscal period. This may be used to earmark a portion of the fund balance for an intended use. For example, it could be assigned to pay for a special project.
- Unassigned – Only the General Fund has an unassigned category. This represents any excess of total fund balance after the prior four categories are deducted.

The order in which categories are expended can affect future financial flexibility. Generally, more restricted resources shall be expended prior to less restricted resources. As restricted balances decline from their stated goal they shall be replenished from the Assigned or Unassigned category within five years of the initial decline. The Budget Committee or City Council can designate certain revenues to be used to rebuild reserves, such as non-recurring revenues, budget surpluses or specific revenues above a certain level.

Use of dedicated resources shall be clearly disclosed within the budget document. Such use shall coincide with the intended restrictions on the dedicated resource. Generally, such use shall be for infrequent and non-recurring costs.

### A. General Fund

#### *Restricted*

Reserves shall be created for any legally mandated or restricted resource which is received in the General Fund and not wholly expended by the end of the fiscal year. An example includes Public, Education, Government Fees (PEG) received and restricted for cable television equipment.

#### *Committed*

The City may plan for and set aside cash reserves for a variety of significant infrequent outlays. Commitments may include but are not limited to building a reserve for economic sustainability, expansion and relocation costs, emergency management and response and future planning area costs. For each committed resource the City Council shall adopt a resolution specifying the purpose, dollar amount and duration for existence of the committed amount. Committed amounts can be extended via amending resolution.

The City shall maintain a contingency of 15% of operating expenditures (personnel services and material and services) to be used for unanticipated expenditures of a non-recurring nature to meet unexpected increases in service delivery costs and for cash flow purposes.

# Financial Management Policies

## *Assigned*

The City shall plan for and set aside cash reserves for a variety of short-term and recurring purposes. These assignments can be created by the City Council, the City Manager or the Finance Director for purposes that create a sound financial operating environment. Assignments may include but are not limited to building cash reserves for one-time or limited duration purchases such as equipment replacement, building modification and major repairs, park structure replacements, capital improvements, major software/hardware replacement, loans to other funds, etc.

## *Unassigned*

By definition this is the amount remaining after provision for the above noted items. Balance in this category may be used to replenish deficiencies in the prior categories and create a resource for unforeseen financial needs.

## **B. Special Revenue Funds**

### *Restricted*

Certain funds may have restricted balances such as building fees within the Community Development Fund that are restricted under Oregon law.

### *Committed*

The City shall maintain a contingency of 20% of operating expenditures (personnel services and material and services) to be used for unanticipated expenditures of a non-recurring nature to meet unexpected increases in service delivery costs and for cash flow purposes.

### *Assigned*

Assigned balances may be created as necessary under the same policy as for the General Fund

### *Unassigned*

Any remaining resources not identified as restricted, committed, or assigned for specific purpose shall be categorized as unassigned.

## **C. Enterprise Operating Funds (Water, Sewer, Stormwater, Street Lighting)**

### *Restricted*

Any debt service reserve balance shall be categorized as restricted. Terms of such reserves are generally specified in the associated bond documents and covenants. It shall be the City's policy to fully comply with bond documents and covenants. Amounts specified in interagency agreements or contracted services (e.g. water and wastewater treatment plants) shall be included in the restricted category.

### *Committed*

The City shall maintain a contingency of 20% of operating expenditures (personnel services and material and services) to be used for unanticipated expenditures of a non-recurring nature to meet unexpected increases in service delivery costs and for cash flow purposes.

### *Assigned*

Assigned balances may be created as necessary under the same policy as for the General Fund. Provisions for rate stabilization, future capital improvements and major repairs and replacements not part of the restricted balance are typical components of assigned balances.

### *Unassigned*

Any remaining resources not identified as restricted, committed, or assigned for specific purpose shall be categorized as unassigned.

## **D. Debt and Capital Project Funds**

Balances in the General Obligation debt service fund are restricted by state statute and thus are always categorized as restricted. The balance should be nominal.

Balances in capital project funds (general government or enterprise) should be nominal and sufficient to cover any near-term liabilities of the fund. Larger balances may occur if the City receives cash for restricted purposes to be expended in future years. Examples include proceeds from debt issuance and receipts from developers in lieu of current construction of infrastructure.

# Financial Management Policies

## IX. DEBT MANAGEMENT

To establish policies for debt financing that will provide needed facilities, land, capital equipment, and infrastructure improvements while minimizing the impact of debt payments on current and future tax and rate payers. The City is given authority to borrow under various provisions in Oregon law and the City Charter. A debt, except certain lease/purchase agreements, must be authorized pursuant to a resolution of the City Council.

### A. Use of Debt Financing

Debt financing may be considered when purchase or construction of assets cannot be prudently acquired from current revenues or accumulated committed fund balances. Debt types are limited by Oregon statutes and may include general obligation bonds, limited tax obligation bonds, local improvement district bonds, bond anticipation notes, certificates of participation, lease/purchase agreements, full faith and credit bonds and revenue backed bonds. Any combination of debt may be used to finance an asset. Debt will not be used to fund current operating expenditures.

The City will pay cash for capital improvements within the financial affordability of each fund versus issuing debt. Cash resources may include system development charges, developer fees, interagency agreements, grants and accumulation of resources within operating funds.

The Finance Director shall perform a cost benefit analysis with the goal of minimizing the cost of financing to the City prior to presenting debt recommendations to the City Council.

### B. Debt Margins

The legal debt margin is 3% of the true cash-value limitation as set forth in ORS 287.004. It shall be the City's policy to not exceed a debt margin limit of 1.5%.

### C. Debt Structures

The City may issue long term or short term debt. Long term debt life shall normally not exceed 20 years for general obligation bonds and 25 years for revenue bonds but in no case longer than the useful life of the asset. Shorter repayment terms shall be considered when financially prudent.

Balloon or term payments may be considered provided financial analysis indicates such terms may be met financially without further rate or tax increases to satisfy the future large payments and without refinancing the balloon amount. Sinking funds (a committed fund balance) shall be established as necessary to provide for timely retirement of debt.

The City shall strive to begin principal reduction within a year after issuance but in no event shall a repayment structure contain more than three years of interest-only payments. Interest only years shall not extend the maximum debt life as noted above.

Short-term or interim financing are exceptions to this policy. These debt instruments are issued in anticipation of future long-term debt and may be interest only and refinanced as is prudent and required for the construction of the asset. Nevertheless, the City shall issue debt based on a fixed rate and strive to minimize the use and life of such debt.

### D. Improvement District and Assessment Contract

The policies guiding the City's improvement district and assessment contract financing program shall be guided by City Code 3.210 et seq.

1. Interest Rates on Improvement District Loans: The contract interest rate shall be equal to the effective interest rate paid on the bonds issued to finance related improvement plus an additional percentage markup to cover loan servicing costs. The markup shall be determined by the Finance Director and typically range between 75 and 150 basis points. The contract rate shall remain constant during the life of the bonds.
2. Interest Rates on Assessment Contracts: Assessment contracts are agreements between a property owner and the City and precede the sale of Improvement Assessment Bonds. The assessment contract rate shall be set at a level deemed reasonable and prudent by the Finance Director. Rates are to reflect the effective borrowing cost by the City plus administrative and contract servicing costs.

### E. Debt Refunding

The City may consider advanced refunding outstanding debt (as defined for federal tax law purposes) when it is financially advantageous to do so and complies with all limitations set forth in ORS 287A, the state statutes pertaining to authority to issue debt. At a minimum (a) the new debt shall not be longer than the remaining life of the retiring debt, (b) the net present value savings of a refunding should exceed 3.0% of the refunded maturities unless (1) a debt restructuring is necessary or (2) bond covenant revisions are necessary to facilitate the ability to

# Financial Management Policies

provide services or to issue additional debt or (3) the refunding is combined with a new debt issuance. The City may issue current refunding bonds (as defined for federal tax purposes) when financially advantageous, legally permissible, and net present value saving equal or exceed \$100,000.

## **F. Interest Earnings on Debt Proceeds**

Bond proceeds shall be promptly invested in accordance with the Investment Policy. Focus shall be on safety and maturity of investments to pay construction costs.

Use of investment interest on bond proceeds will be limited to funding changes to the bond financed project, as approved by City Council, or be applied to debt service payment on the bonds issued for such project.

## **G. Sale Process**

The City shall use a competitive bidding process in the sale of debt unless the nature of the issue warrants a negotiated or private placement sale. The City will utilize a negotiated process when the issue is, or contains, a refinancing that is dependent on market/interest rate timing, if the interest rate environment or market/economic factors may affect the bond issue or if the nature of the debt is unique and requires particular skills from the underwriters involved. Private placement (debt sold directly to a commercial bank) may be used when anticipated to result in cost savings or provide other advantages when compared to other methods of sale, or if it is determined that access to the public market is unavailable. The City shall award the bonds based on a true interest costs (TIC) basis. However, the City may award bonds based on a net interest cost (NIC) basis as long as the financial advisor agrees that the NIC basis can satisfactorily determine the lowest and best bid.

## **H. Financial Advisor**

The City shall employ an independent financial advisor registered with the Municipal Securities Rulemaking Board (MSRB) for all competitive and negotiated issuances. The advisor shall attempt to involve qualified and experienced firms, which consistently submit competitive bids on local government bond underwritings. For negotiated issuances the advisor shall review the offered amortization schedule, interest scale and TIC/NIC and provide guidance on the competitiveness compared to similar issues traded currently. The advisor may also be involved with preparation of bond prospectus, rating presentations, communication with legal counsel and other services necessary for the timely and prudent issuance of debt.

## **I. Bond Ratings**

Full disclosure of operations and open lines of communications shall be maintained with the rating agencies. Credit ratings on publicly traded issues will be sought from one or more of the nationally recognized municipal bond rating agencies as recommended by the City's financial advisor.

The City will continually strive to maintain or increase the City's current bond ratings by prudently managing its funds and by reviewing and monitoring financial policies, budgets, forecasts and the financial health of the City.

## **J. Covenant Compliance and Annual Disclosure**

The City will comply with all covenants stated in the bond ordinance, including providing for annual disclosure information and providing for material event notices. The Finance Director shall be responsible for maintaining the City's relationship with the rating agencies and investors. The Finance Director shall oversee the preparation of official statements, disclosure documents, annual filing under MSRB, and any special notices of certain "material events," in connection with its borrowings.

## **K. Debt Security**

Debt may be secured by various funding sources including:

1. General Obligation Bonds: secured by property taxes
2. Revenue Bonds: secured by specified revenue(s)
3. Limited Tax General Obligation: secured by resources within the General Fund
4. Local Improvement District Bonds: secured by liens on affected property
5. Other types of debt approved by the City Council including bank line of credit and leases

## **L. Arbitrage Rebate Monitoring and Reporting**

The Finance Department has a written procedure/policy pertaining to maintaining a system of recordkeeping and reporting to meet the arbitrage rebate compliance requirement of the IRS regulation. The recordkeeping includes the tracking of project expenditures, interest earned on the bonds, calculating rebate payments and remitting any rebatable earnings to the federal government in a timely manner in order to preserve the tax-exempt status of the outstanding debt. Arbitrage rebate calculations will be performed periodically on all debt issues but no less

# Financial Management Policies

frequent than required to satisfy IRS reporting requirements. Due to the specialized nature of the calculations, this function will typically be outsourced.

## **M. Lease/Purchase Agreements**

The City may use lease/purchase agreements for the acquisition of equipment when it is cost-effective and provides for attractive terms. All lease/purchase agreements will be reviewed by the Finance Director who shall determine whether a lease/purchase is appropriate given the circumstances. Agreements under \$100,000 may be approved by the City Manager and larger amounts must be approved by the City Council. City purchasing policy rules are to be followed for the selection of the purchase.

## **X. GRANTS AND INTERGOVERNMENTAL REVENUES**

The City will seek, apply for, and effectively administer federal, state and local grants which support the City's current priorities and policy objectives. The City should take advantage of opportunities to enhance service delivery through intergovernmental cooperation, shared revenues, and grants. However, grants shall not be pursued if the administrative and program burden is determined to exceed the benefit of outside resources.

### **A. Grant Policies**

1. The City shall apply and facilitate the application for only those grants that are consistent with the objectives and high priorities identified by Council and management.
2. Determination shall be made prior to application if the City has sufficient available resources for cash match requirements.
3. Grant funding will be considered to leverage City funds. Inconsistent and/or fluctuating grants should not be used to fund ongoing programs and services.
4. The potential for incurring ongoing costs to include assumptions of support for grant-funded positions from local revenues will be considered prior to applying for a grant.

### **B. Grant Review Process**

1. A uniform grants pre-application process will be utilized to assure the City has all the information necessary to make a decision regarding a potential grant. Information to be provided should include, but not be limited to:
  - a. The grant being pursued and the use to which it would be placed.
  - b. The objectives or goals of the City which will be achieved through the use of the grant.
  - c. The local match required, if any, plus the source of the local match.
  - d. The increased cost to be locally funded upon termination of the grant.
2. All grant agreements will be reviewed by the appropriate City staff, including Finance, Legal, Human Resources, and the sponsoring department, to ensure compliance with state, federal, and City regulations.
3. The City Manager shall approve all grant submissions on behalf of the City and the City Council shall approve all grant acceptances over \$100,000 or any grant requiring the authorization of the elected body.

### **C. Budgeting for Grant Expenditures**

Departments seeking or receiving grant proceeds shall be responsible for including the proper amount in the budget. Only known grant awards or pending requests with a high level of assurance of award shall be budgeted. Budget amendments may be processed for grants not included in the budget but awarded and received during the fiscal year.

### **D. Grant Termination and/or Reduced Grant Funding**

The City shall terminate grant-funded programs and associated positions when grant funds are no longer available and it is determined that the program no longer supports City goals and/or is no longer in the best interest of the City, unless the City has obligated itself through the terms of the grant to maintain the positions, services, or equipment. Exceptions may be made when it is not in the City's best interest to terminate a program of service.

## **XI. FINANCIAL CONSULTANTS**

The City will employ qualified financial advisors and consultants as needed in the administration and management of the City's financial function. These areas include but are not limited to audit services, debt administration, utility rate studies and financial modeling. The principal factors in the selection of these consultants will be experience/expertise, ability to

# Financial Management Policies

perform the services offered, references and methodology to name a few. In no case should price be allowed to serve as the sole criterion for the selection.

## **A. Selection of Auditors**

At least every five years, the City shall request proposals from qualified firms including the current auditors if their past performance has been satisfactory. The City Council shall select an independent firm of certified public accountants to perform an annual audit of the accounts and records and render an opinion on the financial statements of the City.

It is the City's preference to rotate auditor firms every eight years at the maximum, to ensure that the City's financial statements are reviewed and audited with an objective, impartial, and unbiased point of view. The rotation of the audit firm will be based upon the proposals received, the qualifications of the firm, and the firm's ability to perform a quality audit.

However, if through the proposal and review process, management (and the Audit Committee if formed) selects the current audit firm, then, it is the City's preference that the lead audit partner be rotated, as well as the lead reviewer, after a maximum of eight years.

## **B. Arbitrage**

The City shall calculate positive/negative arbitrage on each bond issue periodically during the IRS reporting life cycle. While the City is responsible to ensure that the records are in order, the calculations made, reporting completed, and filings made, the actual arbitrage calculation and reporting may be contracted out to a qualified firm.

## **C. Bond Counsel**

Bond Counsel to the City has the role of an independent expert who provides an objective legal opinion concerning the issuance and sale of bonds and other debt instruments. As bond counsel are specialized attorneys who have developed necessary expertise in a broad range of practice areas. The City will always use a consultant for these services. Generally, bonds are not marketable without an opinion of a nationally recognized bond counsel stating that the bonds are valid and binding obligations stating the sources of payment, security for the bonds, and that the bonds are exempt from federal and state income taxes.

Due to the complexity of the City's financial structure and the benefits that come with the history and knowledge of the City and prior debt issuances there is no requirement for rotation.

## **D. Financial Advisory Services**

The City may issue various types of securities to finance its capital improvement program. Debt structuring and issuance requires a comprehensive list of services associated with municipal transactions, including but not limited to:

- method of sale
- analysis of market conditions
- size and structure of the issue
- coordinating rating agency relations
- evaluation of and advice on the pricing of securities, assisting with closing and debt management
- calculation of debt service schedules
- advising on financial management

The City will contract with financial advisors providing a broad range of services and expertise working with governmental entities. Due to the complexity of the City's financial structure and the benefits that come with the history and knowledge of the City, the contract with the Financial Advisor is not required to be rotated.



Best of Wilsonville photo contest submission. Photo Credit: Cherie Burton.





# City of Wilsonville, Oregon

Five-Year Forecast FY 2026-27 to FY 2030-31

# Five-Year Forecast

*Cover Photo Taken by David Abrahamson, category contest winner from the 2026 Best of Wilsonville photo contest.*

## OVERVIEW

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This Five-Year Financial Forecast complements the FY 2026-27 Budget by evaluating the City's financial capacity over the next five years. It examines the City's ability to sustainably deliver services, taking into account factors such as service levels, population growth, Council priorities, labor costs, and economic pressures like inflation. The forecast highlights trends, potential shortfalls, and emerging challenges, helping guide proactive measures and long-term planning to ensure responsible financial stewardship.

Although anchored by the FY 2026-27 Budget, this forecast is not a budget itself. Rather, it provides an overview of the City's fiscal health based on assumptions for the next five years. This allows City Council, the Budget Committee, management, and the public to understand the financial landscape beyond the annual budget cycle. It serves as a strategic tool, offering a longer-term perspective to the budget process, ensuring responsible financial stewardship to meet both current and future community needs.

Further, it's important to note, this forecast reflects only those expenditures and capital outlay projects that have been formally approved and for which an identified, corresponding funding source has been secured. It does not incorporate the broader list of anticipated or desired future projects. These projects are identified and approved as part of the annual budget process. Those additional needs will be addressed in greater detail throughout the forecast as we review each individual fund.

## COMMON ASSUMPTIONS

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### POPULATION GROWTH

Population growth can significantly impact a city's financial forecast in several ways. As the population increases, revenues from property taxes and utility fees are likely to rise due to a larger tax base. Growth also drives economic expansion, enhances economies of scale for utility services, improves public services, attracts investment, and enriches the city's cultural and social fabric, contributing to a higher quality of life for its residents. However, growth also leads to increased demand for services, which can increase expenditures, putting pressure on the city's budget. Additionally, a growing population often necessitates expansion of infrastructure, such as parks, roads, sewer lines, water and sewer treatment capacity, and public buildings, requiring capital expenditures and potential funding sources.

### REVENUES

Each operating fund has distinct revenue sources, so revenues are forecasted differently for each fund. Forecasts are based on historical data, trend analysis, population growth, and adjustments for one-time or nonrecurring revenues. They also factor in policy changes and rate adjustments. For example, water use, sewer, and stormwater fees are projected based on any approved future rate increases as well as averaged consumption trends.

### EXPENDITURES

For the City, budgetary expense control is established at the total fund level and further broken down by department within each fund. However, for a broader financial perspective and the purpose of financial forecasting, expenses within each fund are categorized into the following classifications: personnel services (labor), materials and services, capital outlay, debt service, and interfund transfers (for capital improvement projects).

- **Personnel Services (PS):** The operations of city government are labor-intensive, making the projection of labor costs a critical part of the budget forecast. Key components in this category include wages, retirement, and health insurance. Wage tables for represented positions are negotiated every three years across the City, along with retirement and health insurance contributions. Currently, employees are responsible for 10% of their health insurance costs. The City participates in the Oregon Public Employees Retirement System (PERS) for all its employees, with rates set every two years. This forecast assumes that the City will maintain its current wage and benefit structure and that staffing levels will remain unchanged. However, as the City continues to grow, staffing levels may come under increasing pressure.
- **Materials & Services (MS):** Key cost drivers include inflation, rising utility costs, higher insurance premiums, contract adjustments, and supply chain disruptions. It is assumed that the annual inflation rate for materials and services will be approximately 3%. Contracted services for the City encompass law enforcement, water treatment plant operations, wastewater treatment plant operations, street sweeping, and meter reading.

# Five-Year Forecast

- **Capital Outlay (CO):** Capital outlay is a one-time, large equipment or vehicle type expenditure. Most departments and/or funds have a random pattern of CO spending, with the exception of Transit in the case of regular and routine yearly bus purchases as well as the Water Operations and Wastewater Operation Funds responsible for treatment plant equipment upgrades. Capital Outlay patterns and forecasted future expense are based on historical trending and an annual inflationary index.
- **Debt Service (DS):** The City only issues debt for capital infrastructure financing with debt service typically paid out of its Operating Funds. The City may issue external bonded debt or may issue loans from itself as one fund to another (inter-fund). Inter-fund capital loans are term-limited not to exceed 10 years.
- **Interfund Transfers:** Operating funds also include transfers out to other funds for specific purposes, such as payments for indirect services provided by the General Fund (e.g., Finance, Legal, Human Resources, Information Technology, and Administrative services) or for funding capital improvement infrastructure needs, which are accounted for in the City's CIP funds. For example, an operating fund like the Water Operating Fund may have a transfer-out expense for General Fund overhead services, as well as a transfer-out to the Water CIP Fund for infrastructure projects.

## FUNDS PRESENTED

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This forecast focuses on the City's nine core operating funds. These funds are essential to the City's long-term vision, managing resources used directly for ongoing operations or transferred to support capital projects in the Capital Improvement Project (CIP) funds.

- General Fund
- Community Development Fund
- Building Fund
- Transit Fund
- Water Operating Fund
- Wastewater Operating Fund
- Stormwater Fund
- Street Lighting Fund
- Road Operating Fund

## GENERAL FUND

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### FUND DESCRIPTION

The General Fund serves as the primary source of funding for the City's core operations, including public safety, parks, library, and general services. It supports a broad spectrum of essential services that have a direct impact on the daily lives of residents. The sustainability of the General Fund is critical to ensuring the City's financial stability and its ability to respond to evolving community needs.

The General Fund revenues rely heavily on property taxes, which are based on assessed values and new construction. Property assessments include real property as well as personal property and equipment, with a 3% growth limit for real property set by the State constitution. As the city grows, new construction increases the tax base, generating additional revenue that supports essential services and infrastructure. Expenditures in the General Fund are often driven by the increase in cost of existing services or community desire for expanded and enhanced services.

### REVENUE SOURCES

- **Property Taxes:** Property tax revenue typically makes up over half of the General Fund's external resources. Taxes are assessed, calculated, and collected by the County Assessor. Wilsonville spans Clackamas and Washington Counties, receiving tax distributions from both. Taxable property includes real property (land, buildings, machinery) and personal property used in business. Wilsonville's permanent tax rate is \$2.5206 per thousand of assessed value and cannot exceed this rate. The property tax revenue forecast accounts for assessed growth, new construction, urban renewal, and collection rates. A 5% growth rate is projected, considering these factors and continued development potential.
- **Franchise (Right of Way) Fees:** These charges are assessments on utility companies' gross receipts for using the City's right-of-way. Rates vary by type of utility with telecommunications at 7.0%; electric, natural gas and cable television at 5.0%; water, wastewater, and stormwater at 4.0%; and garbage at 5%. The majority of the fees collected are trending upwards as the City grows and companies add accounts. Going forward, the forecast assumes a 2.0% annual growth rate. This forecast reflects the growing City, and anticipated rate increases for natural gas, electricity, and stormwater.
- **Intergovernmental:** Intergovernmental revenue includes state shared revenues (cigarette taxes, liquor taxes, and other revenues) and the City's share of the Clackamas County Library District Levy.
- **Transfers In:** The General Fund receives transfers in from other funds for services provided to those other funds. The General Fund houses administrative type functions, such as utility billing, accounting, budgeting, human resources, information services, legal, and overall City management.
- **Other Revenues:** Other revenues for the General Fund include charges for services, municipal court fines, interest earnings, licenses and permits, and miscellaneous revenues. Charges for services include fees for park rentals, recreational programs, and similar activities. Municipal court fines are generated from the adjudication of traffic violations. Interest earnings are earned on invested cash. The Hotel/Motel (Transient Lodging) Tax is a 5% tax on occupancy rents at hotels, motels, and vacation rentals. This rate includes the 1.5% tax rate set by the State and 3.5% tax rate set by the City equally a combined rate of 5%. The City allocates approximately half of this revenue for the City tourism program.

### GENERAL FUND OVERVIEW

The General Fund accounts for the expenditures of Parks & Recreation, Library, Law Enforcement, Municipal Court, and the Policy and Administration. The General Fund also supports functions in Community Development and Public Works.

- **Parks & Recreation:** The Parks and Recreation Department is responsible for managing Wilsonville's park system, which includes public parks, sports fields, courts, picnic shelters, trails, and natural open spaces. The department offers a wide range of programs for all ages and abilities and works closely with the community to plan and implement park improvements.

## Five-Year Forecast

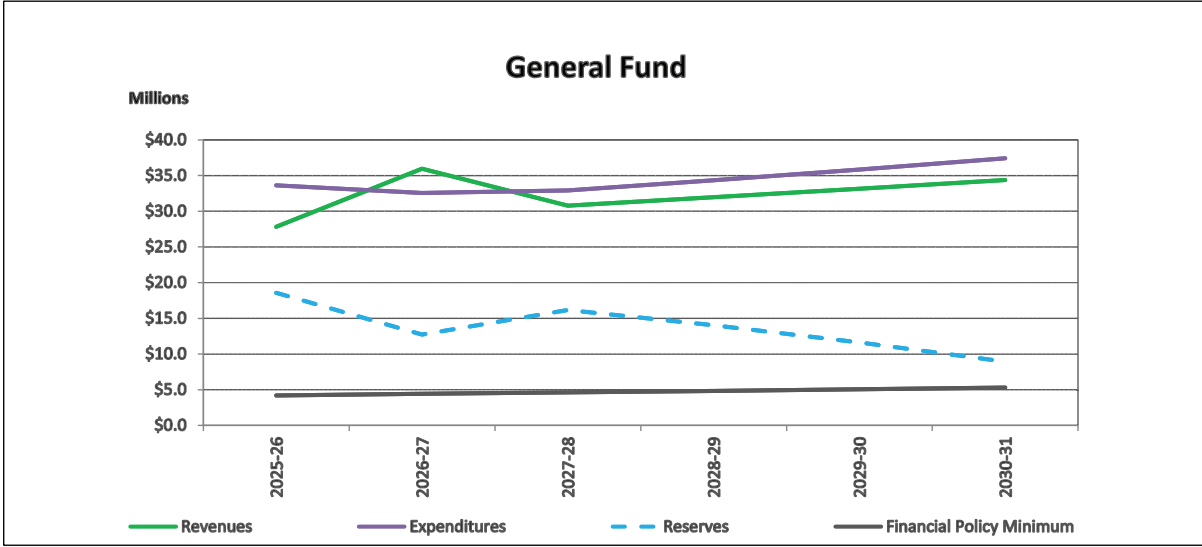
- **Library:** The Library is a community focal point that provides a full range of professional services to both City residents and non-residents. The Library encourages daily reading by children, strives to reach out to all communities, and promotes connection to on-line tools. The Library is projected to receive 39% of its funding from the City's General Fund, and 58% of its funding from the Clackamas County Library District in FY 2026-27. The rest of the funding for the Library is made up of financial donations and grants.
- **Law Enforcement:** The City contracts with Clackamas County for law enforcement (police) services. Even though the personnel are technically employed by the Clackamas County Sheriff's Office Police services include: patrol, traffic enforcement, a community service officer, behavioral health clinician, school resource officer, and detectives. There are many other services available through the contract with Clackamas County Sheriff's Office, such as a special investigation unit, a dive/rescue team, additional detectives, a SWAT team, and a bomb squad.
- **Municipal Court:** The City operates a municipal court that adjudicates traffic violations and municipal code violations. The City also receives revenue from court fines paid by defendants that is included as revenue in the General Fund.
- **Public Works – Administration and Facilities:** The Administration and Facilities divisions of Public Works are part of the General Fund but also receive financial support from other City funds such as Water, Wastewater, Stormwater, Roads, and Transit. The Public Works department has many different divisions, including the operations for Wastewater, Water, Roads, and Stormwater, which are funded through non-General Fund resources and are discussed in the respective fund sections of this report.
- **Policy and Administration houses:** This area includes City Administration, Finance, Information Services, Legal, and Human Resources departments.
- **Operating Transfers Out:** The General Fund provides financial support to other funds in the form of transfers. The Community Development Fund receives a General Fund operating transfer for tasks and functions performed not supported by other dedicated revenue sources such as permit fees
- **Capital Improvements:** The General Fund pays for the various capital improvement projects for the operational departments listed above. CIP projects funded by the General Fund are capped throughout the duration of this forecast due to limited resources .

### GENERAL FUND FORECAST

The five-year forecast for the City's General Fund reveals a drawing down of reserves through FY 2030-31, while maintaining an ending fund balance well above the City's financial policy minimum. It is important to note that actual revenues and expenditures vary from budgeted figures. Typically, revenues come in slightly higher than budgeted, and departments typically underspend appropriated budgets.

The five year forecast demonstrates that the City has adequate reserves; although increasing levels of service may be difficult and considered carefully with each budget cycle.

# Five-Year Forecast



GENERAL FUND (in millions)	Estimated FYE 26	5 Year Forecast				
		FYE 27	FYE 28	FYE 29	FYE 30	FYE 31
<b>BEGINNING FUND BALANCE</b>	\$18.56	\$12.74	\$16.14	\$14.01	\$11.61	\$8.92
<b>REVENUES:</b>						
Property taxes - Permanent Rate 2.5206	\$12.50	\$13.12	\$13.75	\$14.40	\$15.08	\$15.80
Hotel/Motel taxes	\$0.60	\$0.60	\$0.61	\$0.62	\$0.64	\$0.65
Franchise fees	\$4.14	\$4.41	\$4.57	\$4.73	\$4.89	\$5.06
Licenses & permits	\$0.14	\$0.15	\$0.15	\$0.15	\$0.16	\$0.16
Intergovernmental - State Shared, Cigarette, Alcohol	\$0.73	\$0.78	\$0.80	\$0.83	\$0.85	\$0.88
Intergovernmental - Clackamas Library Dist.	\$1.99	\$1.80	\$1.86	\$1.91	\$1.97	\$2.03
Intergovernmental - Nutrition Program	\$0.12	\$0.12	\$0.12	\$0.12	\$0.13	\$0.13
Intergovernmental - Metro CES/CIF	\$0.13	\$0.12	\$0.12	\$0.12	\$0.13	\$0.13
Intergovernmental - WLWV Res. Officer	\$0.12	\$0.13	\$0.13	\$0.13	\$0.13	\$0.14
Intergovernmental - Other	\$0.10	\$0.03	\$0.05	\$0.05	\$0.05	\$0.05
Charges for services	\$0.41	\$0.44	\$0.46	\$0.47	\$0.48	\$0.50
Municipal court fines	\$0.18	\$0.18	\$0.18	\$0.18	\$0.18	\$0.18
Investment income	\$0.82	\$0.53	\$0.65	\$0.56	\$0.46	\$0.36
Lease proceeds - TVWD	\$0.17	\$6.53	-	-	-	-
Miscellaneous revenue	\$0.17	\$0.13	\$0.13	\$0.13	\$0.13	\$0.13
Transfers-In from other funds:						
Transfer-In OH - Operating Funds	\$4.65	\$5.18	\$5.45	\$5.73	\$6.03	\$6.35
Transfer-In OH - CIP Funds	\$0.85	\$1.72	\$1.76	\$1.79	\$1.83	\$1.86
<b>TOTAL REVENUES</b>	<b>\$27.82</b>	<b>\$35.98</b>	<b>\$30.78</b>	<b>\$31.94</b>	<b>\$33.15</b>	<b>\$34.41</b>
<b>EXPENSES:</b>						
Personnel Services	\$13.63	\$14.01	\$14.71	\$15.44	\$16.22	\$17.03
Material & Services - CCSO Law Enforcement	\$7.56	\$8.51	\$8.94	\$9.38	\$9.85	\$10.34
Material & Services - Other	\$6.84	\$6.92	\$7.13	\$7.35	\$7.57	\$7.79
Capital Outlay	\$0.12	\$0.08	\$0.03	\$0.03	\$0.03	\$0.03
CD Fund - contribution	\$1.15	\$1.15	\$1.19	\$1.22	\$1.26	\$1.30
Total operating expense	\$29.29	\$30.67	\$31.99	\$33.42	\$34.92	\$36.49
Transfers to other funds:						
CIP - Parks	\$1.43	\$0.91	\$0.15	\$0.15	\$0.15	\$0.15
CIP - Planning	\$0.39	\$0.20	\$0.15	\$0.15	\$0.15	\$0.15
CIP - Facilities (IT -technology, broadband)	\$0.85	\$0.24	\$0.13	\$0.13	\$0.13	\$0.13
CIP - Facilities	\$1.68	\$0.56	\$0.50	\$0.50	\$0.50	\$0.50
<b>TOTAL EXPENDITURES</b>	<b>\$33.64</b>	<b>\$32.57</b>	<b>\$32.91</b>	<b>\$34.34</b>	<b>\$35.84</b>	<b>\$37.41</b>
Net surplus (deficit)	(\$5.82)	\$3.40	(\$2.13)	(\$2.40)	(\$2.69)	(\$3.01)
<b>ENDING FUND BALANCE</b>	<b>\$12.74</b>	<b>\$16.14</b>	<b>\$14.01</b>	<b>\$11.61</b>	<b>\$8.92</b>	<b>\$5.91</b>
Financial Policy Fund Balance Minimum	\$4.20	\$4.42	\$4.62	\$4.83	\$5.05	\$5.27

# Five-Year Forecast

## COMMUNITY DEVELOPMENT FUND

---

### FUND DESCRIPTION

The Community Development (CD) Fund houses the City's functions of planning and permitting land use, planning future growth, reviewing and inspecting plans for private development infrastructure, planning, engineering, and managing the construction of public capital infrastructure projects, managing the City's natural resources and stormwater run-off, and managing the City's economic development plan and urban renewal agencies.

### REVENUES

Revenues received by this fund include Engineering and Planning permit fees, charges for services, and transfers from other City funds. The revenue drivers for this fund include the pace of residential/commercial/industrial development within the city and associated applications for permits, as well as the demand for engineering services for capital infrastructure.

- **Engineering and Planning Fees:** These are charged to recover the cost of architectural review, design review, land use review, landscaping plan review, subdivision plan review, and infrastructure project review and inspection. These revenues are tied to the land development and capital infrastructure build-out.
- **General Fund Contribution and Planning CIP Funding:** The General Fund subsidizes the Planning Division Program for long-term planning. For FY 2026-27, the contribution will be \$1,150,000. In addition, the General Fund also funds the Planning CIP projects.
- **Charges for Services:** The CD Fund receives revenue from the Urban Renewal Agency in the form of charges for services. Staff within the Department support the Urban Renewal Agency by planning, designing, and managing capital infrastructure projects within the Urban Renewal Area boundaries, as well as providing administrative and oversight support to the urban renewal agency.
- **Transfers In:** The Engineering Division provides support to other City departments through planning and managing capital infrastructure projects. For the services provided, revenues are transferred into the CD Fund. In addition, engineering and pre-design for the expansion of capital projects are funded by the System Development Charges (SDC) funds, which are accounted for in the CD Fund through interfund transfers.

The CD Fund also receives a transfer from the Building Division for the services provided by the Community Development Director and CD staff, and a transfer from the Stormwater Fund for stormwater management and natural resource administration.

### EXPENDITURES

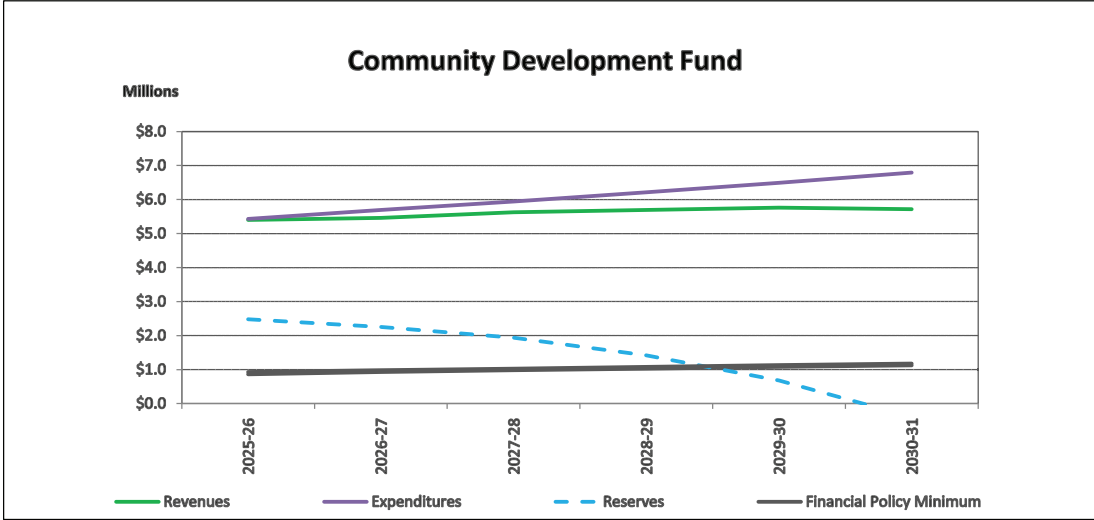
Expenditures from this fund are for the purposes of community development administration, engineering, planning, economic development, natural resources, and stormwater management. These functions are provided by City staff and consultants. Important tasks include ensuring the City's compliance with the National Pollutant Discharge Elimination System (NPDES) permit for stormwater run-off, coordinating with regional partners, managing urban renewal plans and projects, conceptually planning future growth areas within the city and keeping various infrastructure master plans up to date, and managing the construction of City capital improvements.

The expenditure drivers for this fund include the cost of labor and materials, changes to regulations, state planning mandates, and the timing and size of future growth areas that need conceptual planning.

### COMMUNITY DEVELOPMENT FUND FORECAST

The five-year forecast for the CD Fund illustrates that on a budgetary basis, the fund continues to struggle with expenditures outpacing revenues. The current projections indicate the fund will be at or below financial reserve minimums by the end of FY 2028-29. Immense development opportunity and potential remains within the City, though timing of corresponding development and associated fees are somewhat uncertain. This fund will continue to be monitored closely, and actions taken as necessary, to ensure that the ending fund balance remains at or above the Financial Policy Minimum.

# Five-Year Forecast



COMMUNITY DEVELOPMENT FUND (in millions)	Estimated FYE 26	5 - Year Forecast				
		FYE 27	FYE 28	FYE 29	FYE 30	FYE 31
<b>BEGINNING FUND BALANCE</b>	\$2.51	\$2.48	\$2.25	\$1.94	\$1.42	\$0.69
<b>REVENUES:</b>						
Licenses & permits - Engineering	\$0.32	\$0.11	\$0.30	\$0.30	\$0.30	\$0.30
Licenses & permits - Planning	\$0.59	\$0.32	\$0.40	\$0.40	\$0.40	\$0.40
Intergovernmental	\$0.12	\$0.13	\$0.13	\$0.13	\$0.13	\$0.13
Charges for services:						
Administrative - UR Coffee Creek	\$0.07	\$0.07	\$0.07	\$0.07	\$0.07	\$0.07
Administrative - UR WIN	\$0.11	\$0.11	\$0.11	\$0.11	\$0.11	-
Project Management - UR West Side	\$0.19	\$0.19	-	-	-	-
Project Management - UR Coffee Creek	\$0.02	\$0.10	\$0.10	\$0.10	\$0.10	\$0.10
Traffic Study	\$0.05	\$0.04	\$0.04	\$0.04	\$0.04	\$0.04
Convenience Fee / Other	\$0.02	\$0.02	\$0.02	\$0.02	\$0.02	\$0.02
Investment income	\$0.12	\$0.09	\$0.09	\$0.08	\$0.06	\$0.03
Transfers-In from other funds:						
General Fund (contribution)	\$1.15	\$1.15	\$1.19	\$1.22	\$1.26	\$1.30
Building Inspection (reimbursement)	\$0.13	\$0.14	\$0.14	\$0.15	\$0.15	\$0.16
Stormwater Operating (reimbursement)	\$0.46	\$0.43	\$0.45	\$0.47	\$0.48	\$0.50
CIP Fund (project mgmt fees)	\$2.07	\$2.57	\$2.60	\$2.63	\$2.65	\$2.68
<b>TOTAL REVENUES</b>	<b>\$5.40</b>	<b>\$5.47</b>	<b>\$5.62</b>	<b>\$5.70</b>	<b>\$5.76</b>	<b>\$5.71</b>
<b>EXPENSES:</b>						
Personnel Services	\$3.68	\$4.00	\$4.20	\$4.41	\$4.63	\$4.86
Material & Services	\$0.98	\$0.93	\$0.95	\$0.98	\$1.01	\$1.04
Transfers to other funds:						
General Fund (overhead)	\$0.67	\$0.76	\$0.79	\$0.82	\$0.86	\$0.89
CIP - Roads	\$0.10					
CIP - Facilities		\$0.01				
<b>TOTAL EXPENDITURES</b>	<b>\$5.43</b>	<b>\$5.69</b>	<b>\$5.94</b>	<b>\$6.21</b>	<b>\$6.50</b>	<b>\$6.79</b>
Net surplus (deficit)	(\$0.03)	(\$0.23)	(\$0.32)	(\$0.52)	(\$0.73)	(\$1.08)
<b>ENDING FUND BALANCE</b>	<b>\$2.48</b>	<b>\$2.25</b>	<b>\$1.94</b>	<b>\$1.42</b>	<b>\$0.69</b>	<b>(\$0.39)</b>
<i>Financial Policy Fund Balance Minimum</i>	\$0.93	\$0.98	\$1.03	\$1.08	\$1.13	\$1.18

# Five-Year Forecast

## **BUILDING INSPECTION FUND**

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### **FUND DESCRIPTION**

The Building Inspection Fund supports the administration and enforcement of building codes, to ensure buildings and construction are compliant with State laws and City code. Local permit fees are required to be dedicated and used only for building inspection administration and enforcement, per Oregon Revised Statutes (ORS) and Oregon Administrative Rules (OAR).

### **REVENUES**

Revenue for this fund is primarily driven by the volume of building permits. Building permit fees support both plan review and construction inspection activities and are adjusted annually in accordance with the CPI-U West Region Index. Additionally, the State of Oregon Building Codes Division requires advance notice for fee adjustments to ensure transparency and compliance.

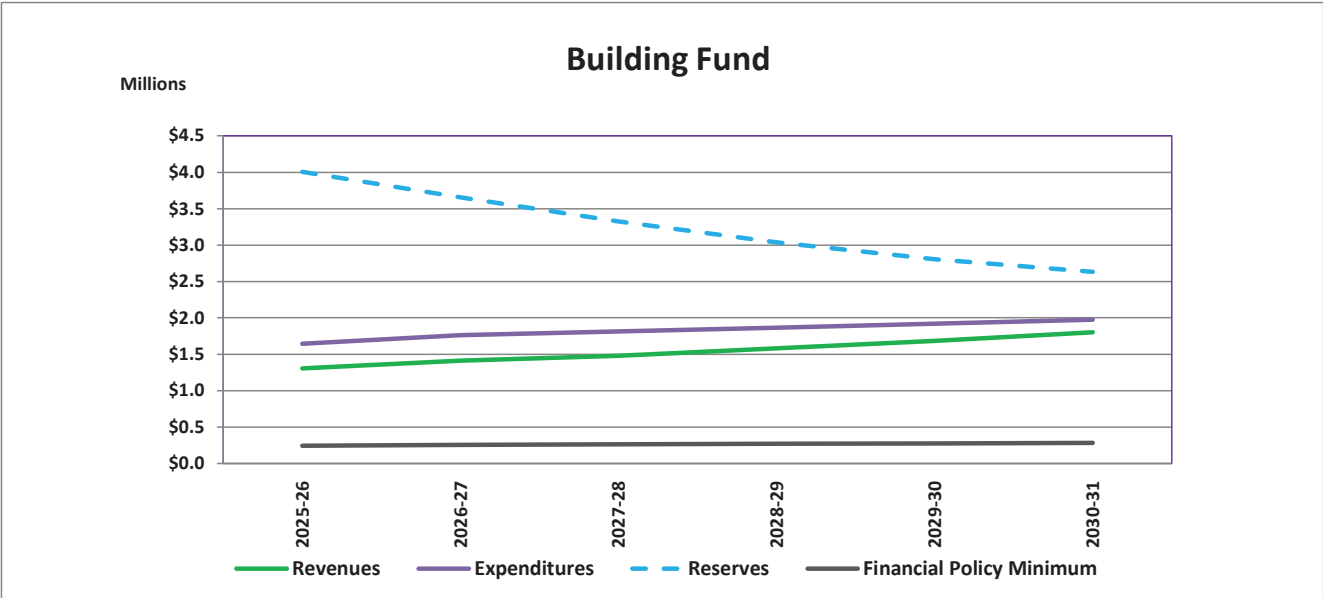
The forecast predicts continued increase in permit fees through FY 2030-31, in combination of annual increases and anticipated residential and construction activities.

### **EXPENDITURES**

Expenditure drivers for this fund are primarily personnel costs associated with building plan review and inspections.

### **BUILDING FUND FORECAST**

The five-year forecast for the Building Fund reveals a steady ending fund balance well above the City's financial policy minimum. Immense development opportunity and potential exist within the City, though timing of corresponding development as well as the timing of revenue in the permitting process, are somewhat uncertain.



BUILDING INSPECTION FUND (in millions)	Estimated FYE 26	5 - Year Forecast				
		FYE 27	FYE 28	FYE 29	FYE 30	FYE 31
<b>BEGINNING FUND BALANCE</b>	\$4.34	\$4.01	\$3.66	\$3.32	\$3.04	\$2.80
<b>REVENUES:</b>						
Permits	\$1.13	\$1.25	\$1.35	\$1.46	\$1.58	\$1.71
Investment income	\$0.17	\$0.16	\$0.13	\$0.12	\$0.11	\$0.10
<b>TOTAL REVENUES</b>	<b>\$1.31</b>	<b>\$1.41</b>	<b>\$1.48</b>	<b>\$1.58</b>	<b>\$1.69</b>	<b>\$1.80</b>
<b>EXPENSES:</b>						
Personnel Services	\$0.99	\$1.10	\$1.13	\$1.15	\$1.18	\$1.21
Material & Services	\$0.23	\$0.19	\$0.19	\$0.20	\$0.21	\$0.21
Transfers to other funds:						
General Fund (overhead)	\$0.29	\$0.34	\$0.36	\$0.37	\$0.38	\$0.40
CD Fund (overhead)	\$0.13	\$0.14	\$0.14	\$0.14	\$0.15	\$0.15
<b>TOTAL EXPENDITURES</b>	<b>\$1.64</b>	<b>\$1.76</b>	<b>\$1.81</b>	<b>\$1.87</b>	<b>\$1.92</b>	<b>\$1.98</b>
Net surplus (deficit)	(\$0.34)	(\$0.35)	(\$0.33)	(\$0.29)	(\$0.23)	(\$0.17)
<b>ENDING FUND BALANCE</b>	<b>\$4.01</b>	<b>\$3.66</b>	<b>\$3.32</b>	<b>\$3.04</b>	<b>\$2.80</b>	<b>\$2.63</b>
<i>Financial Policy Fund Balance Minimum</i>	\$0.24	\$0.26	\$0.26	\$0.27	\$0.28	\$0.28

# Five-Year Forecast

## TRANSIT FUND

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### FUND DESCRIPTION

The Transit Fund accounts for the City's transit system – South Metro Area Regional Transit (SMART). SMART provides fixed route bus service throughout the City of Wilsonville, and connecting service to Salem, Canby, and Tualatin. SMART also provides an extensive demand-response system (Dial-a-Ride) with priority for ADA-qualified riders, transporting older adults and people with disabilities to out-of-town medical appointments. SMART also provides businesses, residents, and visitors of Wilsonville with the resources to participate in various transportation options such as vanpooling, carpooling, bicycling, walking, and teleworking through the SMART Options Program.

SMART works cooperatively with state and regional partners, including Oregon Department of Transportation (ODOT), TriMet, Cherriots, Canby Area Transit (CAT), Multnomah, Clackamas and Washington Counties, and Portland Metro, in order to ensure equitable access, coordinated transit services and enhance regional mobility of transit programs and projects.

### REVENUES

SMART has three primary sources of continuous revenue: a local payroll tax, intergovernmental revenue, and charges for services. The predominant source of ongoing funding is the local payroll tax levied on businesses performing work in Wilsonville assessed on gross payroll and/or self-employment earnings. The local payroll tax represents 58% of the total funding in the FY 2026-27 Proposed Budget. The second largest source is intergovernmental revenue which represents 35% of total funding in the FY 2026-27 Proposed Budget. Intergovernmental revenue includes State and Federal grants and contracts, as well as funding from the Statewide Transportation Improvement Fund (STIF).

- **Payroll Taxes:** The City imposes a payroll tax on local businesses to fund the public transit system. The rate is one-half of one percent (0.5%) of wages. This tax rate is determined by the City Council.
- **Intergovernmental Revenue:** In 2017, the State Legislature passed HB2017, Keep Oregon Moving, which included a payroll tax of 0.1% (one-tenth of one percent) on employees, beginning in July of 2018. The centerpiece of Keep Oregon Moving is the creation of STIF. This fund provided a new dedicated source of funding to expand public transportation. The funds from this tax are distributed by ODOT in a formula allocation and competitive grants as specified in the legislation to qualified entities, such as SMART. The STIF formula component is distributed to qualified entities based on taxes paid within their geographic area. For the Proposed FY 2026-27 Budget, SMART anticipates receiving \$3.2 million in formula funds. SMART is also eligible for competitive based grant awards from this funding source.

SMART also continues to be the beneficiary of federal and state grants for funding various programs and for purchasing rolling stock. Transit typically receives a grant match for rolling stock of approximately 80% of the cost.

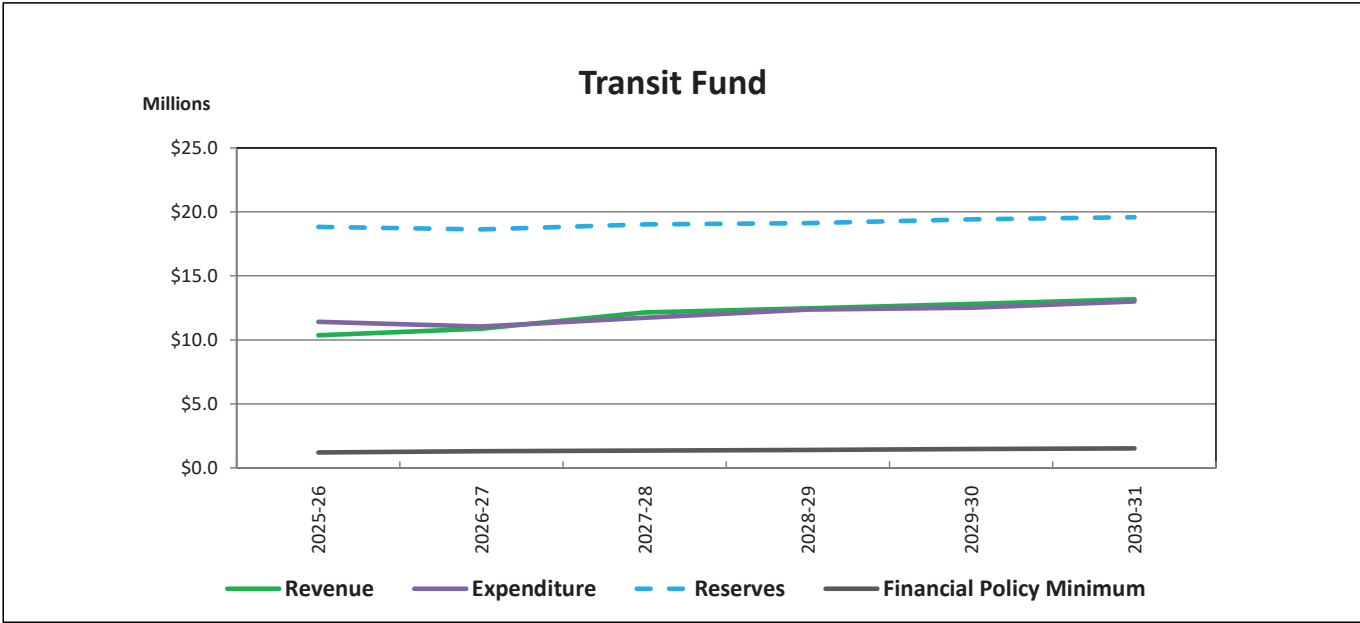
### EXPENDITURES

Expenditures of the Transit Fund include wages and benefits for the transit drivers, transit administration, and the repair, maintenance, and purchase of vehicles. Transit Fund expenditures include the cost of labor, cost of fuel, and the matching requirement for grant funded capital purchases such as buses.

- **Operations:** SMART operates nearly every day of the year, except for Sundays and major holidays. Consistent with the Transit Master Plan update of 2023, SMART plans to begin incremental increases in service.
- **Capital Outlay:** Consistent with the Transit Master Plan update of 2023, any incremental increases in services will facilitate the need also for additional rolling stock. All new bus purchases will be either battery electric or CNG (Compressed Natural Gas).

### TRANSIT FUND FORECAST

The five-year forecast for the Transit Fund reveals a steady ending fund balance well above the City's financial policy minimum.



TRANSIT FUND (in millions)	Estimated FYE 26	5 - Year Forecast				
		FYE 27	FYE 28	FYE 29	FYE 30	FYE 31
<b>BEGINNING FUND BALANCE</b>	\$19.84	\$18.81	\$18.63	\$19.03	\$19.12	\$19.40
<b>REVENUES:</b>						
Transit Tax	\$6.30	\$6.30	\$6.49	\$6.68	\$6.88	\$7.09
Intergovernmental - grants (federal/state)	\$0.60	\$0.61	\$1.65	\$1.65	\$1.65	\$1.65
Intergovernmental - STIF formula	\$2.78	\$3.20	\$3.33	\$3.46	\$3.60	\$3.74
Charges for services	\$0.02	-	-	-	-	-
Investment income	\$0.66	\$0.75	\$0.65	\$0.67	\$0.67	\$0.68
Miscellaneous revenue	\$0.01	\$0.01	\$0.01	\$0.01	\$0.01	\$0.01
<b>TOTAL REVENUES</b>	<b>\$10.36</b>	<b>\$10.86</b>	<b>\$12.12</b>	<b>\$12.47</b>	<b>\$12.81</b>	<b>\$13.17</b>
<b>EXPENSES:</b>						
Personnel Services	\$5.38	\$5.99	\$6.29	\$6.61	\$6.94	\$7.28
Material & Services	\$2.68	\$2.57	\$2.65	\$2.72	\$2.81	\$2.89
Capital Outlay - Buses (grant funded @ 80%)	\$0.63	\$1.15	\$1.50	\$1.50	\$1.50	\$1.50
Transfers to other funds:						
General Fund (overhead)	\$0.95	\$1.17	\$1.21	\$1.24	\$1.28	\$1.32
CIP - Facilities	\$1.76	\$0.16	\$0.09	\$0.30	-	-
<b>TOTAL EXPENDITURES</b>	<b>\$11.40</b>	<b>\$11.04</b>	<b>\$11.73</b>	<b>\$12.37</b>	<b>\$12.52</b>	<b>\$12.99</b>
Net surplus (deficit)	(\$1.03)	(\$0.18)	\$0.39	\$0.09	\$0.29	\$0.18
<b>ENDING FUND BALANCE</b>	<b>\$18.81</b>	<b>\$18.63</b>	<b>\$19.03</b>	<b>\$19.12</b>	<b>\$19.40</b>	<b>\$19.58</b>
<i>Financial Policy Fund Balance Minimum</i>	\$1.21	\$1.28	\$1.34	\$1.40	\$1.46	\$1.53

# Five-Year Forecast

## WATER OPERATING FUND

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### FUND DESCRIPTION

The Water Fund accounts for the City's drinking water utility. The City owns and operates a water treatment plant on the Willamette River and provides water service to residents and businesses within City limits. The City bills for water usage on a monthly basis. The City contracts with Veolia Water North America to operate the water treatment plant.

The Water Operating Fund balances the needs of ongoing operational costs, transfers-out for capital improvement project cost, and debt servicing. The Water Capital Fund accounts for the Capital Improvement Program (CIP) of the water utility into which funding is provided either from the Water Operating Fund or the Water System Development (SDC) Fund.

### REVENUES

The major drivers of revenue to the water fund include water consumption, the number of customers, the water rates set by the City Council, and the weather as it influences water consumption. Hot, dry weather, for example, tends to drive up usage (excluding drought conditions when usage is curtailed).

- **Charges:** The City charges water customers for the water they use as measured by each customer's water meter. The City has approximately 7,500 water customers.

A new residential water rate structure based on a two-tier consumption table, was put into effect May 1, 2020. An additional two-year rate path was also adopted, increasing rates at an overall 3% through May 1, 2023.

- **Water Sales:** The City can sell up to five million gallons per day of treated water to Sherwood and now pays Wilsonville close to \$1.5 million per year for water.
- **Other Revenues:** The Water Fund also receives interest earnings and due to the large fund balance, this has been a reliable income source for the fund. However, with the current low interest rates and using of the fund balance for capital projects, the impact of investment revenue throughout this forecast will not be as significant as in the past.

### EXPENDITURES

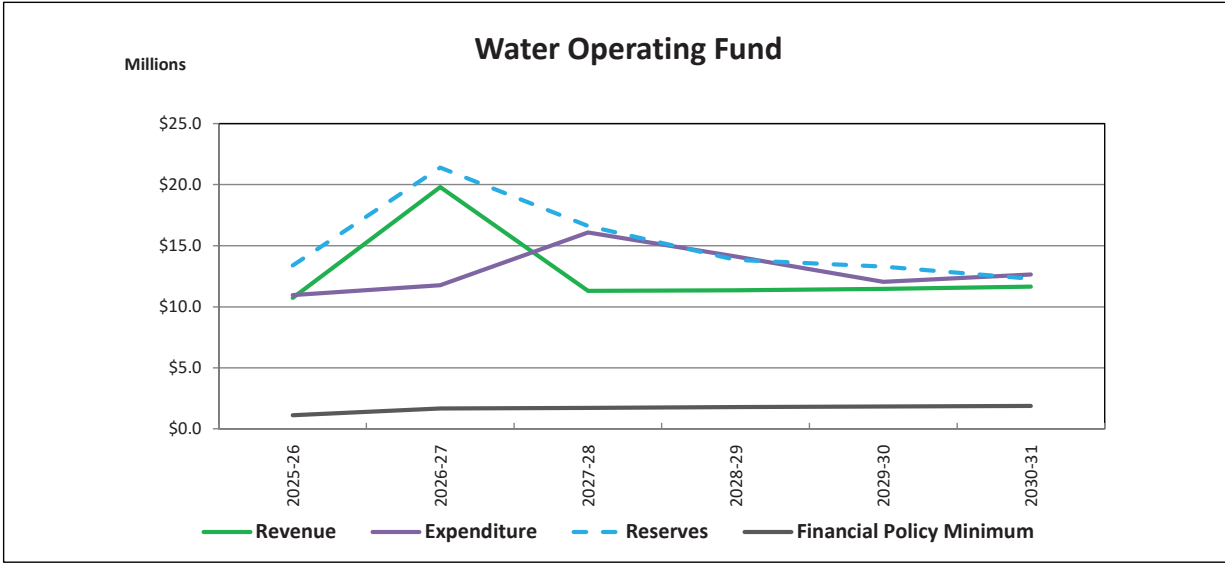
Expenditures of the water utility are influenced by the cost of labor to operate the system, the price of electricity to operate the plant, and the cost of chemicals and other materials to treat the water. Maintaining, repairing, and replacing the capital infrastructure of the water utility also drive expenditures.

- **Operations:** Water operations include managing and maintaining the water treatment plant and the water distribution system. The water treatment plant is managed under contract by Veolia Water North America. The water distribution system includes pipes, reservoirs, booster pumps, valves, fire hydrants, and wells.
- **Capital Improvements:** The water utility is a very capital intensive operation, including assets such as the treatment plant, miles of pipes, reservoirs, and pumps. Maintenance and repair of the treatment plant, pipes, pumps, valves, etc., are funded through the water rates, while expansions to the assets are funded by System Development Charges (SDCs) charged to developers as they build out the City. The capital improvement program (CIP) is therefore funded by both water rates and SDCs, depending upon whether the project expands capacity or not. The operating fund transfers funds to the CIP under the "Transfers to Other Funds" category. The details of the 5 year CIP forecast can be found in the FY 2026-27 Proposed Budget document.

### WATER OPERATING FUND FORECAST

The five-year forecast for the Water Fund shows that the fund remains above the City's financial policy minimum, in support of this capital intensive utility. These reserves will be used for planned, ongoing, major capital repair and replacements, as applicable, for aging critical processing equipment.

# Five-Year Forecast



WATER OPERATING FUND (in millions)	Estimated FYE 26	5 - Year Forecast				
		FYE 27	FYE 28	FYE 29	FYE 30	FYE 31
<b>BEGINNING FUND BALANCE</b>	\$13.62	\$13.37	\$21.41	\$16.63	\$13.85	\$13.28
<b>REVENUES:</b>						
Usage charge	\$8.58	\$8.72	\$8.89	\$9.07	\$9.25	\$9.44
Sherwood usage	\$1.48	\$1.55	\$1.58	\$1.61	\$1.64	\$1.68
Connection fees	\$0.02	\$0.04	\$0.04	\$0.04	\$0.04	\$0.04
Investment income	\$0.58	\$0.54	\$0.75	\$0.58	\$0.48	\$0.46
Interfund loan repayment	-	\$8.92	-	-	-	-
Miscellaneous revenue	\$0.05	\$0.05	\$0.05	\$0.05	\$0.05	\$0.05
<b>TOTAL REVENUES</b>	<b>\$10.71</b>	<b>\$19.81</b>	<b>\$11.31</b>	<b>\$11.35</b>	<b>\$11.47</b>	<b>\$11.66</b>
<b>EXPENSES:</b>						
Water Distribution:						
Personnel Services	\$0.62	\$0.74	\$0.78	\$0.82	\$0.86	\$0.90
Material & Services	\$1.06	\$1.08	\$1.11	\$1.14	\$1.18	\$1.21
Capital Outlay	\$0.04	-	-	-	-	-
Water Treatment Plant (contracted)						
Material & Services	\$3.92	\$6.47	\$6.67	\$6.87	\$7.07	\$7.29
Capital Outlay	\$2.16	\$0.85	\$0.50	\$0.50	\$0.50	\$0.50
Debt Service - PW Complex	\$0.38	\$0.37	\$0.37	\$0.37	\$0.37	\$0.37
Transfers to other funds:						
General Fund (overhead)	\$1.08	\$1.11	\$1.15	\$1.18	\$1.22	\$1.25
CIP - Facilities	-	\$0.05	-	-	-	-
CIP - Water CIP	\$1.71	\$1.09	\$5.50	\$3.24	\$0.84	\$1.10
<b>TOTAL EXPENDITURES</b>	<b>\$10.97</b>	<b>\$11.77</b>	<b>\$16.08</b>	<b>\$14.13</b>	<b>\$12.04</b>	<b>\$12.64</b>
Net surplus (deficit)	(\$0.25)	\$8.04	(\$4.77)	(\$2.78)	(\$0.58)	(\$0.97)
<b>ENDING FUND BALANCE</b>	<b>\$13.37</b>	<b>\$21.41</b>	<b>\$16.63</b>	<b>\$13.85</b>	<b>\$13.28</b>	<b>\$12.30</b>
<i>Financial Policy Fund Balance Minimum</i>	\$1.12	\$1.66	\$1.71	\$1.77	\$1.82	\$1.88

# Five-Year Forecast

## WASTEWATER OPERATING FUND

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### FUND DESCRIPTION

The Wastewater Fund accounts for the City's wastewater treatment utility. The City owns and operates a wastewater treatment plant and maintains the associated collection pipes and lift stations. The City bills for the service monthly. The wastewater treatment plant protects the water quality of the Willamette River and the health of the community by removing pollutants from wastewater in compliance with the City's discharge permit. The City contracts with Jacobs (formerly CH2M HILL) to operate the plant.

The Wastewater Fund also accounts for the City's industrial pretreatment program. Industries are monitored and regulated regarding what they discharge into the wastewater system, and certain industries must pre-treat their effluent. The program also provides education and outreach to minimize fats, oil and grease, as well as drugs, from entering the system.

The Wastewater Operating Fund periodically transfers funds to the Wastewater Capital Fund. The Wastewater Capital Fund accounts for the Capital Improvement Program (CIP) of the Wastewater utility.

### REVENUES

Revenue drivers for this fund include wastewater rates charged, the size and type of industries, winter water consumption, and the City's population growth. The five-year forecast includes a conservative escalator for usage charges, based on our current rate structure effective April 1, 2026.

- **Charges:** The City charges for use of the wastewater system each month, for about 7,500 Wastewater accounts. In general, wastewater is not a metered service. Therefore, provision of wastewater service is generally based on water use, the theory being that most water that enters a customer's establishment goes into the wastewater system. The City uses this assumption for commercial customers. For residential customers, because water usage peaks in the summer, it is assumed to be used for irrigation and does not enter the wastewater system. As such, the City uses a residential customer's winter water average (November through March of the preceding year) to set the units of usage for the wastewater system for the next year. If commercial customers experience peak summer water usage due to irrigation and want their Wastewater charges adjusted, they have the option to install an irrigation meter, and their Wastewater charges will be adjusted according to the water that diverts through the irrigation meter.
- **Other Revenues:** The Wastewater fund also receives interest earnings and a transfer from the Wastewater System Development Charges (SDCs). The transfer from Wastewater SDCs is to partially cover the debt service obligation for debt incurred to expand the plant.

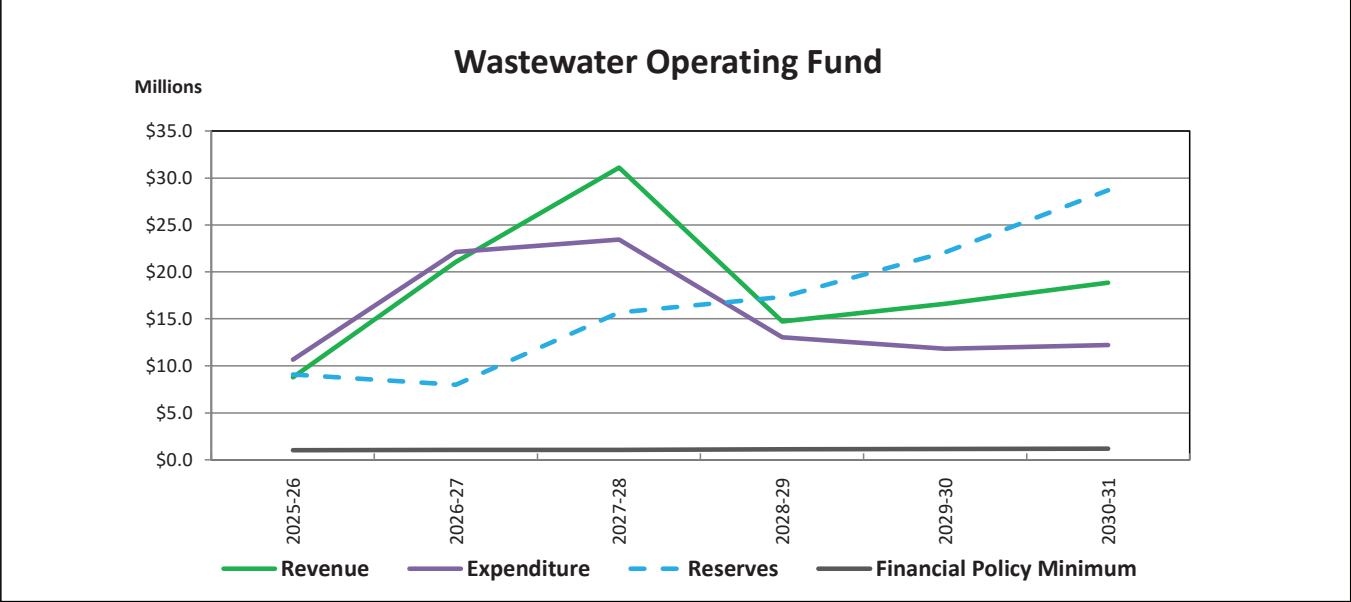
### EXPENDITURES

Expenditures of the wastewater utility are influenced by the cost of labor to run the system, the price of electricity to operate the plant, and the cost of chemicals and other materials to treat the wastewater. Maintaining, repairing, and replacing capital infrastructure of the wastewater utility also drive expenditures.

- **Operations:** Wastewater operations include managing and maintaining the wastewater treatment plant, the wastewater collection system of pipes, and lift stations. Additionally, operations include managing the Industrial Pretreatment Program, as well as ensuring the City is in compliance with the National Pollutant Discharge Elimination System (NPDES) conditions and permit limits.
- **Capital Improvements:** The wastewater utility is a very capital intensive operation, including assets such as the wastewater treatment plant, miles of pipes, and pumps. Maintenance and repair of these assets are funded through wastewater rates, while expansions to the assets are funded by System Development Charges (SDCs) charged to developers as they build out the City. The capital improvement program (CIP) is therefore funded by both wastewater rates and SDCs, depending upon whether the project expands capacity.

**WASTEWATER OPERATING FUND FORECAST**

The five-year forecast for the Wastewater Fund shows that revenue and coinciding expenditures reflect a spike in FY 2026-27 and FY 2027-28, as the City utilizes debt proceeds to fund two significant capital improvement projects, including Boeckman Creek Interceptor, and the Wastewater Treatment Plant Aeration Expansion. Further, the forecast also indicates that the fund balance (reserves) will continue to grow to support future major capital upgrades.



SEWER OPERATING FUND (in millions)	Estimated FYE 26	5 - Year Forecast				
		FYE 27	FYE 28	FYE 29	FYE 30	FYE 31
<b>BEGINNING FUND BALANCE</b>	\$10.94	\$9.07	\$8.00	\$15.67	\$17.34	\$22.10
<b>REVENUES:</b>						
Usage charge	\$7.73	\$9.33	\$10.70	\$12.29	\$14.11	\$16.20
Investment income	\$0.43	\$0.36	\$0.28	\$0.55	\$0.61	\$0.77
Miscellaneous revenue	\$0.03	\$0.03	\$0.03	\$0.03	\$0.03	\$0.03
Transfers-in - Sewer SDC Fund	\$0.60	\$0.60	\$1.85	\$1.85	\$1.85	\$1.85
Long Term Debt Proceeds	-	\$10.75	\$18.25	-	-	-
<b>TOTAL REVENUES</b>	<b>\$8.78</b>	<b>\$21.07</b>	<b>\$31.11</b>	<b>\$14.72</b>	<b>\$16.60</b>	<b>\$18.85</b>
<b>EXPENSES:</b>						
Personnel Services	\$0.44	\$0.49	\$0.51	\$0.54	\$0.56	\$0.59
Material & Services - WWTP Contract	\$3.34	\$3.17	\$3.27	\$3.37	\$3.47	\$3.57
Material & Services - All Other	\$1.34	\$1.51	\$1.55	\$1.60	\$1.65	\$1.70
Capital Outlay	\$0.11	\$0.48	\$0.05	\$0.05	\$0.05	\$0.05
Debt Service - WWTP 2011 Expansion	\$2.63	\$2.70	\$2.70	\$2.70	\$2.70	\$2.70
Debt Service - PW Complex	\$0.25	\$0.26	\$0.26	\$0.26	\$0.26	\$0.26
Debt Service - Boeckman Creek Interceptor	-	-	\$1.03	\$1.03	\$1.03	\$1.03
Debt Service - WWTP Aeration Expansion	-	-	\$0.58	\$0.58	\$0.58	\$0.58
Transfer to General Fund (overhead)	\$0.89	\$0.93	\$0.97	\$1.01	\$1.05	\$1.09
Transfer to Sewer CIP	\$1.65	\$12.59	\$12.52	\$1.93	\$0.49	\$0.67
<b>TOTAL EXPENDITURES</b>	<b>\$10.65</b>	<b>\$22.14</b>	<b>\$23.44</b>	<b>\$13.06</b>	<b>\$11.83</b>	<b>\$12.23</b>
Net surplus (deficit)	(\$1.87)	(\$1.07)	\$7.67	\$1.66	\$4.76	\$6.61
<b>ENDING FUND BALANCE</b>	<b>\$9.07</b>	<b>\$8.00</b>	<b>\$15.67</b>	<b>\$17.34</b>	<b>\$22.10</b>	<b>\$28.71</b>
<i>Financial Policy Fund Balance Minimum</i>	\$1.02	\$1.03	\$1.07	\$1.10	\$1.14	\$1.17

# Five-Year Forecast

## STORMWATER OPERATING FUND

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### FUND DESCRIPTION

The Stormwater Operating Fund accounts for the City's stormwater management utility. This utility works to minimize and control erosion, prevent local flooding, and reduce pollutants and debris from entering local streams and the Willamette River. The utility must remain in compliance with the requirements of the National Pollutant Discharge Elimination System (NPDES) Stormwater Management Plan (Plan). The utility does this by conveying stormwater through a system of pipes, detention ponds, catch basins and ditches, which eventually flow into natural drainage systems. The utility also protects and enhances natural habitat, provides leaf control services, and ensures the sweeping of City streets and public parking lots.

### REVENUES

The major drivers of revenue to the Stormwater Fund include the monthly charges, the number of customers, and the number of Equivalent Residential Unit (ERUs) within the City.

- **Charges:** The City bills for stormwater management on a monthly basis. Stormwater charges are based on impervious surface. Residential units are equalized into an ERU, using a standard of impervious area of 2,750 square feet. Commercial and industrial charges are calculated by applying this ERU factor to the impervious area at their site. The five-year forecast includes a conservative escalator for usage charges, based on our current rate structure. Over each of the next three years, monthly stormwater fees will increase by \$5.75 annually, with the first increase (from \$11.90 to \$17.65) going into effect on March 1, 2026.

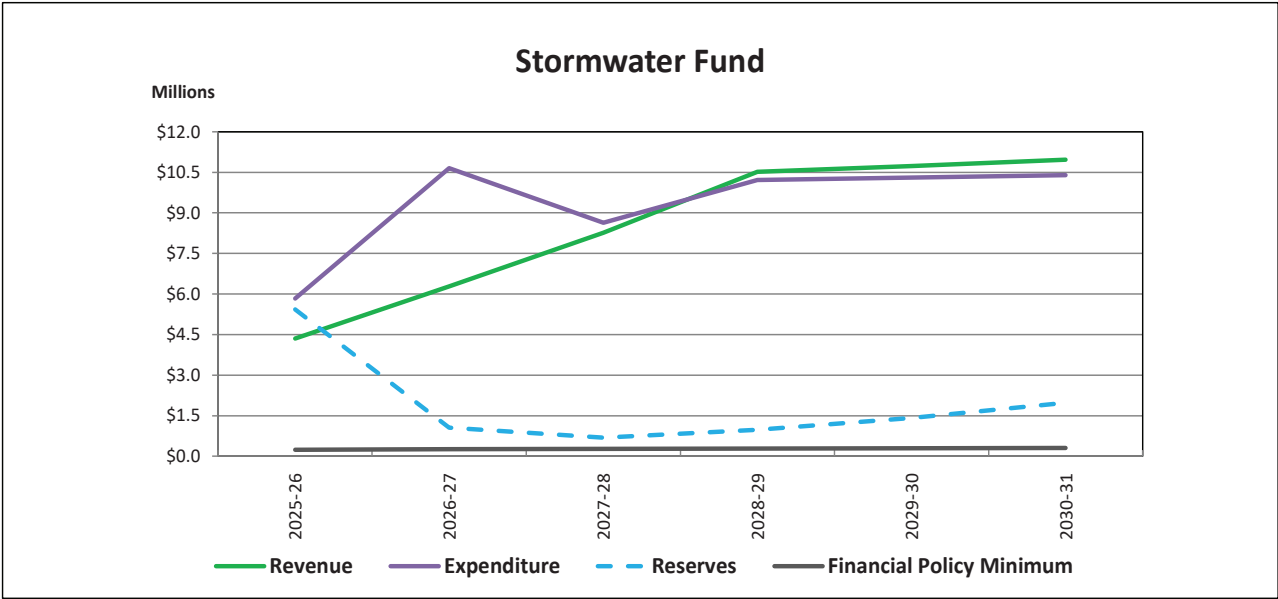
### EXPENDITURES

Expenditures of the stormwater utility are influenced by the cost of labor to run the system, the requirements of the NPDES Plan, and the cost to maintain, repair, and replace the capital infrastructure and natural systems of the utility.

- **Operations:** Stormwater operations include managing and maintaining the stormwater system of pipes, detention ponds, catch basins, ditches, and natural drainage systems.
- **Capital Improvements:** While the stormwater utility is not as capital intensive as water and wastewater, it does have an extensive capital program. Major repairs, replacements and rehabilitation of the stormwater pipes, detention ponds, slopes, and natural areas are funded out of the capital program. Maintenance and repair of these assets are funded through the stormwater rates, while expansions to the assets are funded by System Development Charges (SDCs) charged to developers as they build out the City. The capital improvement program (CIP) is therefore funded by both stormwater rates and SDCs, depending upon whether the project expands capacity or not. Major capital projects include the repairs required at Charbonneau and the upcoming Coffee Creek Storm System. The Charbonneau list of repairs is quite extensive and will require years to complete.

### STORMWATER OPERATING FUND FORECAST

The five-year forecast for the Stormwater Operating Fund illustrates that the Stormwater Fund will consistently be able to meet its operational and capital requirements throughout the forecast period, and remains in a sound financial position. Over the five-year period of this forecast, the City will continue its ambitious repair and rehabilitation program of the stormwater assets in the Charbonneau neighborhood. At the same time, the utility intends to continue the rehabilitation of various outfalls, and replace deteriorating stormwater pipes throughout the City.



STORMWATER OPERATION FUND (in millions)	Estimated FYE 26	5 - Year Forecast				
		FYE 27	FYE 28	FYE 29	FYE 30	FYE 31
<b>BEGINNING FUND BALANCE</b>	\$6.91	\$5.42	\$1.06	\$0.69	\$0.98	\$1.41
<b>REVENUES:</b>						
Usage charge	\$4.09	\$6.06	\$8.23	\$10.49	\$10.70	\$10.91
Investment income	\$0.27	\$0.22	\$0.04	\$0.02	\$0.03	\$0.05
<b>TOTAL REVENUES</b>	<b>\$4.36</b>	<b>\$6.28</b>	<b>\$8.26</b>	<b>\$10.51</b>	<b>\$10.73</b>	<b>\$10.96</b>
<b>EXPENSES:</b>						
Personnel Services	\$0.39	\$0.44	\$0.46	\$0.48	\$0.51	\$0.53
Material & Services	\$0.83	\$0.90	\$0.92	\$0.95	\$0.98	\$1.01
Capital Outlay	\$0.04	-	-	-	-	-
Debt Service - PW Complex (2022 Bond)	\$0.33	\$0.33	\$0.33	\$0.33	\$0.33	\$0.33
Transfers to other funds:						
General Fund (overhead)	\$0.41	\$0.46	\$0.48	\$0.50	\$0.52	\$0.54
Community Development	\$0.46	\$0.43	\$0.44	\$0.46	\$0.47	\$0.48
CIP - Stormwater	\$3.37	\$8.09	\$6.00	\$7.50	\$7.50	\$7.50
<b>TOTAL EXPENDITURES</b>	<b>\$5.84</b>	<b>\$10.65</b>	<b>\$8.64</b>	<b>\$10.22</b>	<b>\$10.31</b>	<b>\$10.39</b>
Net surplus (deficit)	(\$1.48)	(\$4.37)	(\$0.37)	\$0.30	\$0.43	\$0.57
<b>ENDING FUND BALANCE</b>	<b>\$5.42</b>	<b>\$1.06</b>	<b>\$0.69</b>	<b>\$0.98</b>	<b>\$1.41</b>	<b>\$1.98</b>
<i>Financial Policy Fund Balance Minimum</i>	\$0.24	\$0.27	\$0.28	\$0.29	\$0.30	\$0.31

# Five-Year Forecast

## STREET LIGHTING FUND

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### FUND DESCRIPTION

The Street Lighting Fund accounts for the maintenance and operation of City's street lights. Portland General Electric (PGE) supplies the electricity and bills the City. The City covers this cost through a monthly fee charged on the utility bills. Residential, multi-family, commercial, industrial and non-profits all pay towards the street lighting system.

### REVENUES

Revenue drivers for this fund include the monthly charges and number of customers.

- **Charges:** As mentioned above, the City charges a monthly fee for street lighting. For residential customers, the fee ranges from approximately \$2.00 per month to over \$5.00 per month, depending upon the type of lighting fixture. Multifamily units are charged based upon the fixtures and the number of dwelling units, and commercial customers are charged based on the fixtures and the number of full-time equivalents employed.

No changes are anticipated over the next five years.

### EXPENDITURES

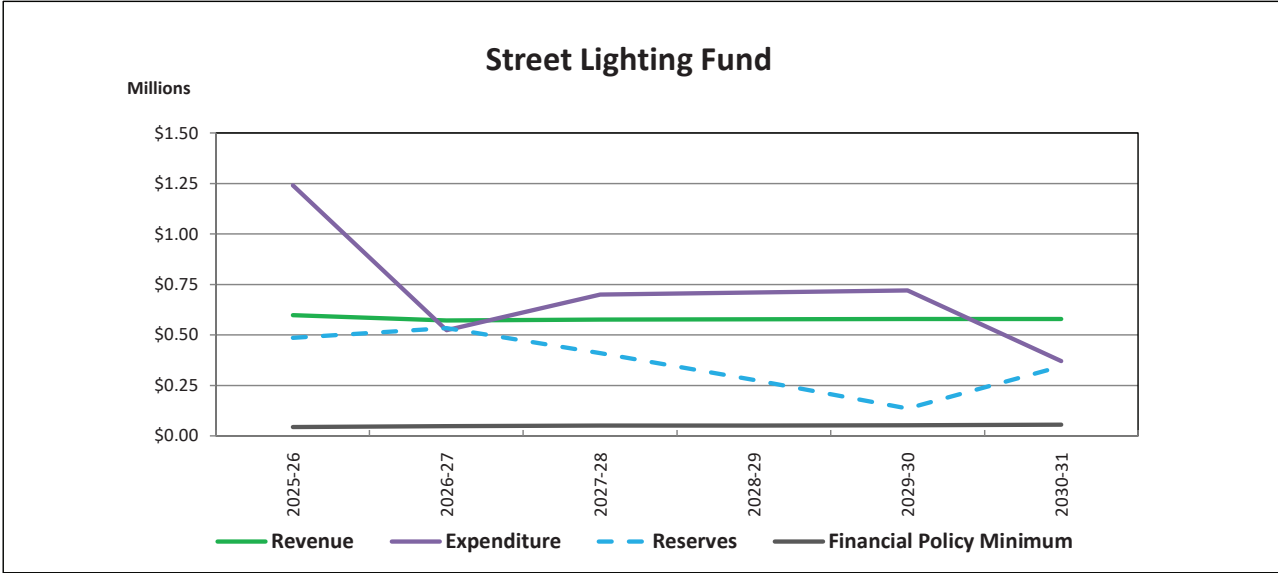
Expenditure drivers for this fund include the price of electricity from PGE, periodic maintenance and replacement of fixtures, and expansion of the system.

- **Operations:** Street Lighting operations include maintaining the street light fixtures and paying PGE for the electricity. As more of the streetlights are converted over to light-emitting diode (LED), it is anticipated that electricity expense will begin to decrease and/or stop increasing year over year.
- **Capital Improvements:** The Street Lighting Fund is used to install street lighting where there are gaps, and replace worn poles and fixtures. The City is working to retrofit street lights with LED fixtures and will continue this project through FY 2029-30. This project is funded by the fund's reserves.

### STREET LIGHTING FUND FORECAST

The five-year forecast for the Street Light Fund reveals a steady ending fund balance above the City's financial policy minimum, with a planned draw down of reserves to fund capital improvement projects.

# Five-Year Forecast



STREET LIGHTING FUND (in millions)	Estimated FYE 26	5 - Year Forecast				
		FYE 27	FYE 28	FYE 29	FYE 30	FYE 31
<b>BEGINNING FUND BALANCE</b>	\$1.13	\$0.49	\$0.53	\$0.41	\$0.28	\$0.14
<b>REVENUES:</b>						
Usage charge	\$0.55	\$0.55	\$0.56	\$0.56	\$0.57	\$0.57
Intergovernmental	-	-	-	-	-	-
Investment income	\$0.04	\$0.02	\$0.02	\$0.01	\$0.01	\$0.00
<b>TOTAL REVENUES</b>	<b>\$0.60</b>	<b>\$0.57</b>	<b>\$0.58</b>	<b>\$0.58</b>	<b>\$0.58</b>	<b>\$0.58</b>
<b>EXPENSES:</b>						
Material & Services	\$0.29	\$0.33	\$0.34	\$0.35	\$0.36	\$0.37
Transfers to other funds:						
General Fund (overhead)	\$0.03	\$0.02	-	-	-	-
Road Ops (overhead)	\$0.04	\$0.04	-	-	-	-
CIP - Roads (LED)	\$0.88	\$0.13	\$0.36	\$0.36	\$0.36	-
<b>TOTAL EXPENDITURES</b>	<b>\$1.24</b>	<b>\$0.52</b>	<b>\$0.70</b>	<b>\$0.71</b>	<b>\$0.72</b>	<b>\$0.37</b>
Net surplus (deficit)	(\$0.64)	\$0.05	(\$0.12)	(\$0.13)	(\$0.14)	\$0.21
<b>ENDING FUND BALANCE</b>	<b>\$0.49</b>	<b>\$0.53</b>	<b>\$0.41</b>	<b>\$0.28</b>	<b>\$0.14</b>	<b>\$0.34</b>
<i>Financial Policy Fund Balance Minimum</i>	\$0.04	\$0.05	\$0.05	\$0.05	\$0.05	\$0.06

# Five-Year Forecast

## ROAD OPERATING (GAS TAX) FUND

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### FUND DESCRIPTION

The Road Operating Fund accounts for the gas tax received by the City, for the maintenance of and improvements to its rights of way, including landscape, markings, signs, and signals. Gas tax is apportioned by the State based on receipts and population.

### REVENUES

The major drivers of revenue for this fund are the total gallons of gas used across the state and the City's population.

- **Gas Tax:** Oregon gas tax is set by State statute, currently at 38 cents per gallon. The State collects the gas tax, and apportions it to cities based on their respective populations. The State provides a per capita estimate to cities, based upon how much gas tax the State estimates it will receive, and the various population estimates of the cities.

Over the five-year forecast period, gas tax revenue is forecasted to increase due to both the increases in the tax approved by the Legislature, and due to the City's population increasing. Gas tax revenues can be sensitive to the price of gas – as gas prices rise, people tend to drive less, driving down gas tax revenues. Similarly, gas tax revenue falls as vehicles become more fuel efficient. It is difficult to predict how gas prices and driving habits may change over time. This forecast attempts to strike a reasonable balance between the approved gas tax increases, and the price elasticity of demand that may dampen revenues.

### EXPENDITURES

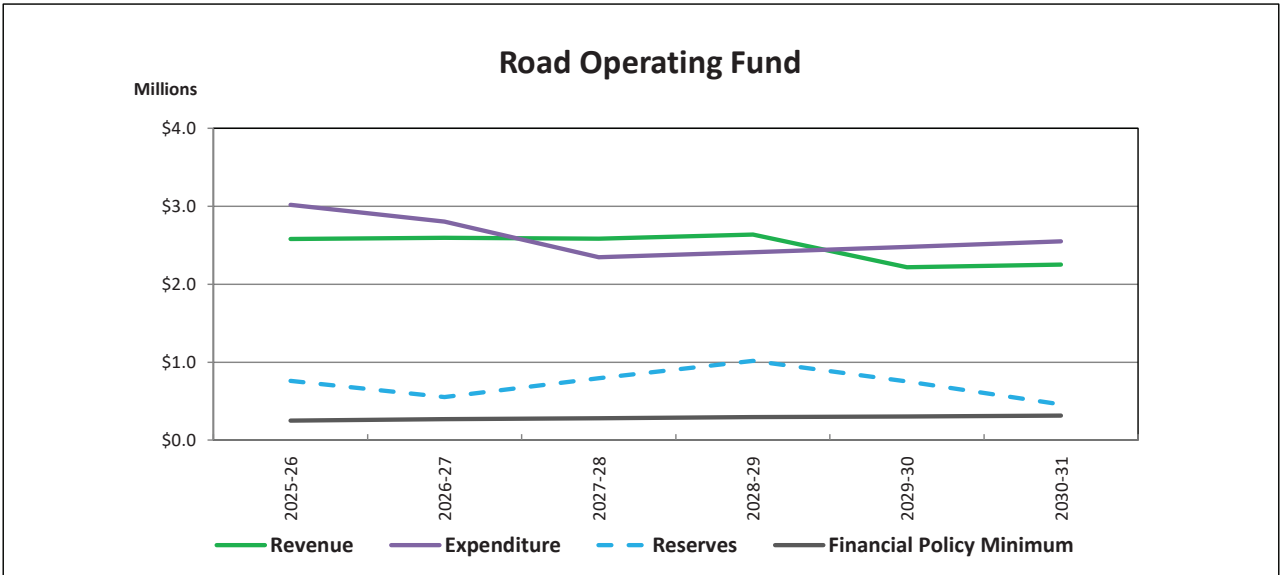
The major expenditure drivers for this fund include the cost of labor and materials and new streets as the City grows.

- **Operations and Capital Improvements:** The Road Fund operations include street repair and improvements, maintenance of City crosswalks and pathways, installation and replacement of pavement markings, and maintenance of signs and signals. The Department also removes graffiti, maintains roadway landscaping, controls litter and vegetation along roadways, and sands streets during inclement weather.

Capital improvements over the next five years are projected to be signal improvements, the replacement of crosswalk flashers, pedestrian enhancements, and various equipment replacements.

### ROAD OPERATING FUND FORECAST

The five-year forecast for the Roads Operating Fund reveals a steady ending fund balance above the City's financial policy minimum, with a planned draw down of reserves to fund capital improvement projects.



ROAD OPERATING FUND (in millions)	Estimated FYE 26	5 - Year Forecast				
		FYE 27	FYE 28	FYE 29	FYE 30	FYE 31
<b>BEGINNING FUND BALANCE</b>	\$1.20	\$0.76	\$0.55	\$0.79	\$1.02	\$0.76
<b>REVENUES:</b>						
Gasoline Tax	\$2.03	\$2.06	\$2.10	\$2.14	\$2.18	\$2.23
Investment income	\$0.04	\$0.03	\$0.02	\$0.03	\$0.04	\$0.03
Transfers In - Overhead - Street Lighting	\$0.04	\$0.04	-	-	-	-
Loan repayment	\$0.47	\$0.47	\$0.47	\$0.47	-	-
<b>TOTAL REVENUES</b>	<b>\$2.58</b>	<b>\$2.60</b>	<b>\$2.59</b>	<b>\$2.64</b>	<b>\$2.22</b>	<b>\$2.25</b>
<b>EXPENSES:</b>						
Personnel Services	\$0.48	\$0.57	\$0.60	\$0.63	\$0.66	\$0.70
Material & Services	\$0.78	\$0.78	\$0.81	\$0.83	\$0.86	\$0.88
Capital Outlay	\$0.04	-	-	-	-	-
Debt Service - PW Complex	\$0.36	\$0.36	\$0.36	\$0.36	\$0.36	\$0.36
Transfers to other funds:						
General Fund (overhead)	\$0.33	\$0.37	\$0.38	\$0.39	\$0.40	\$0.42
CIP - Roads (Street Projects)	\$1.03	\$0.72	\$0.20	\$0.20	\$0.20	\$0.20
<b>TOTAL EXPENSES</b>	<b>\$3.02</b>	<b>\$2.80</b>	<b>\$2.35</b>	<b>\$2.41</b>	<b>\$2.48</b>	<b>\$2.55</b>
Net surplus (deficit)	(\$0.44)	(\$0.20)	\$0.24	\$0.22	(\$0.26)	(\$0.30)
<b>ENDING FUND BALANCE</b>	<b>\$0.76</b>	<b>\$0.55</b>	<b>\$0.79</b>	<b>\$1.02</b>	<b>\$0.76</b>	<b>\$0.46</b>
<i>Financial Policy Fund Balance Minimum</i>	\$0.25	\$0.27	\$0.28	\$0.29	\$0.30	\$0.32



Best of Wilsonville photo contest category winner. Photo Credit: Adam Gerritsma.



## SUPPLIES

- 430001 Office Supplies: General consumable supplies and parts that are not otherwise listed below. Includes the cost of freight/delivery charges in this account.
- 430002 Postage: Mailing costs whether US postal system or private carrier or courier services. Does not include the rental of postal equipment here (see 442001).
- 430003 Small Tools & Equipment: Equipment, tools, furniture that are not consumable and costs less than \$10,000 per item. Items of \$10,000 or more are considered capital outlay.
- 430004 Computer Software: New software and upgrades that are unique to specific programs and costing less than \$10,000. Software common to all users (MS Office, WinZip, etc.) are budgeted by the IT program.
- 430005 In-house Copier/Printer Expense: Supplies, parts and monthly fees for all in-house copier and printers. Includes paper, toner, ink, etc.
- 430099 Other general supplies: Special supply items that don't fit the above categories are budgeted and accounted for here.
- 431001 Fuel: Fuel costs for all City vehicles.
- 431002 Tires: Tire costs for all City vehicles.
- 431003 Chemicals: Chemicals for water/sewer operations.
- 431004 Personal Protective Equipment: All uniform and safety items specified in the union contract are to be budgeted and accounted for here. Also includes apparel for use by City employees, including, jackets, pants, shoes, coveralls, etc.
- 431005 Water Meters & Boxes: Purchase of meters and boxes.
- 431099 Other Program Supplies: If unique and consumable supplies are used by a program that do not fit one of the categories above, they should be budgeted and accounted for here.
- 432001 Books: For use by the Library with children's books to be recorded in 432002.
- 432002 Youth Books: For use by the Library, see above.
- 432003 Publications & Periodicals: For use by all programs. Includes subscriptions, magazines, newspapers, newsletters, reference material, etc. Use this category for purchasing items produced by others. Use 440026 for costs of producing materials in-house.
- 432004 Audio/Visual Materials: Compact disks, DVDs, video tapes. Typically used by the Library.
- 432005 Audio/Visual - Youth
- 432006 Database Subscriptions
- 432007 E-book

## UTILITY SERVICES

- 435002 Electricity: PGE electric bills
- 435008 Natural Gas: NW Natural-natural gas bills
- 435010 Water: City water bills
- 435011 Sewer: City sewer bill
- 435012 Streetlights: City streetlight bills
- 435013 Road Maintenance Charge: City road maintenance bills

# Chart of Accounts

- 435014 Stormwater Charge: City stormwater bills
- 435020 Garbage Collection: Garbage collection and disposal costs
- 435030 Telephone: Land lines, central costs for switching stations, long distance charges
- 435031 Cellular Phones: Cost of phones and service time from private companies
- 435032 Mobile Units - Airtime: Cost of mobile unit acquisition and airtime costs
- 435033 Pager Services: Cost of pager acquisition and periodic service costs for out-of-town applicants when appropriate. Can also include background checks as well as private sector recruiting firms.
- 435124 Communications: Costs of accessing and maintaining an internet presence. Includes fees paid to providers and identifiable line or bandwidth costs.

## **PROFESSIONAL & TECHNICAL SERVICES**

- 440001 Financial Services: Bond advisors, financial consultants, independent auditors, etc.
- 440002 External Attorney Services: Legal representation from firms or individuals not part of the City's Legal Department. Includes bond counsel.
- 440003 Traffic Impact Consultant: Generally used by Engineering program.
- 440004 Labor Negotiations: All costs associated with the union contract such as professional services, printed material, meals and special costs.
- 440009 Other Professional Services: Services provided by other professional firms or individuals not fitting another category.
- 440020 Computer Technical Services: Technical services provided for computer hardware and software. Includes customization costs for existing software programs.
- 440021 Lab Work: Technical services provided by outside entities.
- 440022 Meter Reading Services: Water meter reading services provided by outside entities. Includes Eden annual or special support charges.
- 440023 Computer Maintenance Contracts
- 440025 Police Protection: Services provided by Clackamas County Sheriff's Office. Includes the cost of bailiffs for municipal court which budgeted by that program.
- 440026 Printing: Cost to produce physical publications usually from internally developed media. Typically includes photocopy services provided by outside entities, printing of brochures and publications of reports for public use and inspection.
- 440028 Temporary Employment Services: Part-time and temporary help acquired from an outside agency.
- 440029 Code Enforcement: Costs incurred by the City, whether by City staff or contracted out, in order to correct violations by private property owners who fail to comply with City code.
- 440030 Commuter Rail Service
- 440031 Communication/Marketing
- 440032 Litter Pickup
- 440033 Street Sweeping Maintenance
- 440034 Cable Telecasting: Costs to produce and broadcast city activities on Wilsonville public broadcasting channel.
- 440035 Flex Plan Admin: Used by Human Resources program.

# Chart of Accounts

- 440036 Medical Evaluations: Cost of testing and evaluation services as necessary.
- 440040 Laundry/Floormat Services: Cost of maintaining and cleaning floormats and uniform equipment.
- 440099 Other Technical/Contractual Services: Services of a technical nature that do not fit one of the categories above. See Repairs and Maintenance categories below.
- 440XXX The 440XXX series is used to budget and account for administrative and technical services provided by General Fund and Community Development Fund programs to other operating and capital project funds.

## **REPAIRS & MAINTENANCE (MAJORITY OF THESE USED ONLY BY PUBLIC WORKS)**

- 441010 Infrastructure Maintenance
- 441011 Charbonneau Tree Preservation Program
- 441012 Street Tree Infill Program
- 441013 Sidewalk Replacement/Infill Program
- 441014 Collection System Maintenance
- 441015 Catch Basin Maintenance
- 441016 Conveyance Maintenance
- 441017 Field Screenings
- 441018 Project Management Fees: Internal costs from Community Development for time spend on URA CIP projects.
- 441020 Janitorial Services
- 441021 Building Maintenance
- 441022 Athletic Field Maintenance
- 441023 Park Maintenance
- 441024 Landscape Maintenance
- 441027 Dock Maintenance
- 441028 Equipment Maintenance
- 441029 Traffic Signal Maintenance
- 441030 Vehicle Maintenance
- 441610 Fleet Services - Interfund Charges
- 441611 Fleet - Major Repairs: Additional charges by Fleet to the affected program for unexpected maintenance items. Includes major overhauls, replacement of engines and non-normal operating costs that exceed \$6,000.
- 441911 Emergency Repairs: A broad category for emergency repairs.
- 442001 Tool & Equipment Rental: A broad category including vehicle rentals, tools, office equipment, etc.
- 442002 Building Rental: Office space and storage space rent or lease.
- 442051 Insurance - Casualty: Insurance costs for casualty, employee personnel bonding, etc except vehicle insurance. Note that employee benefit costs are within Personnel Services (412XXX).
- 442052 Insurance - Vehicle: Insurance costs for City vehicles.

# Chart of Accounts

## **COMMUNITY SERVICE PROGRAMS**

- 443001 Community Programs
- 443002 Tourism Development
- 443003 Special Events: These are unique costs associated with a program. Includes hazardous material program costs and industrial monitoring.
- 443005 Community Services Grants: Payments by the Community Services program to outside entities and special payments to programs that are included in the Administration program (e.g. Wilsonville Community Sharing).
- 443007 Metro Enhancement Grants
- 443008 Homeless Initiative
- 443009 Public Education Activities: All costs associated with providing educational materials and services to the public. Includes the cost of materials, literature, publications, special services, instructors and miscellaneous supplies.
- 443010 Opportunity Grants
- 443012 Purchased Transportation Services: Taxi and limousine services.
- 443013-6 Special Projects: Traditionally used by City Manager's office for special studies that might arise during the new fiscal year.
- 443017-9 Instructors/Facilitators: Generally used by Community Services program.
- 443020 Sports Camp: All costs associated with this Community Services program.
- 443021 Special Programs: Program expenses that do not fit in one of the categories above. (Historically used by the Library)
- 443022 Summer Programs - Library
- 443023 Adult Programs - Library
- 443024 Youth Programs - Library
- 443025 Outreach Programs
- 443083 Opioid Settlement Program: All costs funded from the National Opioid Settlement.

## **EMPLOYEE DEVELOPMENT**

- 444002 Recruitment Expenses: Costs associated with recruiting to fill vacancies. Include advertisements, position brochures, travel, lodging and meal costs
- 444003 Education/Training/Travel: Costs to attend seminars, conferences, and other training opportunities. Include all costs associated with event: registration, travel, meals, lodging, etc.
- 444004 Mileage & Vehicle: Payments to employees for use of personal vehicles while performing city business. Reimbursement is at federally approved rate. Also includes vehicle allowances included in city manager and city attorney contracts.
- 444005 Safety and Health: Use for safety, health, and medical costs. Includes specific training costs for safety and health purposes.
- 444006 Recognition Expenses: Used by Human Resources.

## **FEES, DUES, ADVERTISING**

- 445001 Legal Advertising: Pubic notices and requests for proposals required to be printed in the newspaper.
- 445002 Advertising and Publication: Use for advertising costs and public notices publications. Do not use for publication of material that will be distributed, use 440026 instead.
- 445003 Recording Fees: Used primarily by Legal and Community Development programs.
- 445004 Fees and Dues: City or employee membership in organizations. Also includes special fees paid to regulatory agencies.

## **MEETING EXPENSES**

- 446006 Meeting Costs: Meetings costs, including meals, provided by the City.

## **FRANCHISE FEES**

- 447001 Franchise Fees: Franchise fees paid by utility funds to the City.

## **MISCELLANEOUS SERVICES AND SUPPLIES**

- 449001 Bank Charges: Used by Finance program for bank service charges on checking account and credit card machines.
- 449002 Miscellaneous Charges: Payments that do not fit any other category. This account should be avoided if at all possible, especially if the transaction is expected to be recurring in nature. In such event, Finance should be informed of new activities and will discern whether new accounts should be created.

## **CAPITAL OUTLAY**

- 450500 Building Improvements
- 450600 Land Improvements
- 450700 Machinery & Equipment: All equipment and machinery that does not one of the other categories.
- 450800 Vehicles: Motorized and licensed vehicles. Includes buses and transit vans.
- 450900 Software: Used by Information Systems program.

## **DEBT SERVICES**

- 470001 Principal
- 470002 Principal Short-Term
- 470011 Interest
- 470031 Debt Issuance Costs

## **TRANSFERS OUT**

- 491XXX Transfers Out - Overhead
- 494001 Subsidy
- 495XXX Transfers Out - CIP & Other



Best of Wilsonville photo contest submission. Photo Credit: Karissa Wheeler.



**AFSME local 7070 Compensation Plan**

Effective July 1, 2026

Range	Position	Hourly		Annual (Full-Time)	
		Low	High	Low	High
13	Nutrition Program Assistant	\$18.54	\$23.61	\$38,563.20	\$49,108.80
21	Library Clerk I	\$22.60	\$28.80	\$47,008.00	\$59,904.00
23	Janitor	\$23.76	\$30.29	\$49,420.80	\$63,003.20
24	Nutrition Coordinator I	\$24.34	\$31.02	\$36,504.00	\$46,529.60
26	Administrative Assistant I Records Technician	\$25.57	\$32.57	\$53,185.60	\$67,745.60
27	Nutrition Coordinator II	\$26.19	\$33.40	\$54,475.20	\$69,472.00
28	Support Services Coordinator	\$26.84	\$34.24	\$55,827.20	\$71,219.20
29	Parks Maintenance Worker Public Works Maintenance Worker	\$27.52	\$35.09	\$57,241.60	\$72,987.20
30	Accounting Technician Administrative Assistant II Lead Janitor Information Systems Assistant I Permit Technician I	\$28.19	\$35.94	\$58,635.20	\$74,755.20
32	Accounting Specialist Administrative Assistant III Fitness Specialist Information & Referral Specialist	\$29.64	\$37.81	\$61,651.20	\$78,644.80
34	Engineering Technician I Facilities Maintenance Specialist Mobility Technician Parks Maintenance Specialist Permit Technician II Program Coordinator Program Librarian Recreation Coordinator Reference Librarian Roads Maintenance Specialist Utilities Maintenance Specialist	\$31.12	\$39.69	\$64,729.60	\$82,555.20
35	Utilities Maintenance Technician	\$31.89	\$40.70	\$66,331.20	\$84,656.00
36	Arts & Culture Program Coordinator Assistant Planner Outreach Librarian Water Distribution Technician	\$32.73	\$41.70	\$68,078.40	\$86,736.00
37	Engineering Inspector I Engineering Technician II Facilities Maintenance Technician Recreation Coordinator II	\$33.53	\$42.76	\$69,742.40	\$88,940.80

Continued on Next Page

# Compensation Plans

## AFSME local 7070 Compensation Plan

Effective July 1, 2026

Range	Position	Hourly		Annual	
		Low	High	Low	High
38	Asset Management Analyst Information Systems Assistant II	\$34.38	\$43.83	\$71,510.40	\$91,166.40
39	Accountant Building Inspector/Plans Examiner I Code Compliance Coordinator Environmental Specialist Industrial Pre-Treatment Coordinator	\$35.22	\$44.91	\$73,257.60	\$93,412.80
40	Adult Services Librarian Engineering Inspector II Parks Lead Maintenance Specialist Roads Lead Maintenance Specialist Utilities Lead Maintenance Technician Youth Services Librarian	\$36.11	\$46.06	\$75,108.80	\$95,804.80
41	Engineering Technician III	\$37.01	\$47.22	\$76,980.80	\$98,217.60
42	Associate Planner Information Systems Analyst	\$37.91	\$48.37	\$78,852.80	\$100,609.60
43	Building Inspector/Plans Examiner II	\$38.86	\$49.59	\$80,828.80	\$103,147.20
44	Engineering Inspector III Facilities Lead Maintenance Technician	\$39.85	\$50.81	\$82,888.00	\$105,684.80
46	Building Inspector/Plans Examiner III	\$41.89	\$53.40	\$87,131.20	\$111,072.00
47	Lead Building Inspector/Plans Examiner Network Administrator Senior Accountant Senior Information Systems Analyst Senior Planner	\$42.92	\$54.73	\$89,273.60	\$113,838.40
49	IT Project Manager	\$45.07	\$57.50	\$93,745.60	\$119,600.00

## SEIU Local 503 (OPEU Transit) Compensation Plan

Effective July 1, 2026

Range	Position	Hourly		Annual (Full-Time)	
		Low	High	Low	High
120	Service Worker	\$24.36	\$30.81	\$50,668.80	\$64,084.80
125	Transit Driver	\$25.81	\$32.56	\$53,684.80	\$67,724.80
128	Dispatcher	\$27.69	\$34.99	\$57,595.20	\$72,779.20
128	Equipment Mechanic I	\$27.96	\$35.27	\$58,156.80	\$73,361.60
133	Equipment Mechanic II	\$32.35	\$40.88	\$67,288.00	\$85,030.40

## Employees Under Contract

Effective July 1, 2026

Municipal Court Judge	\$150 per hour
City Attorney, contract pay package*	\$190,000 - \$220,000
City Manager, contract pay package*	\$200,000 - \$230,000
<i>*City Manager and City Attorney pay package reviewed periodically by Council</i>	

# Compensation Plans

## City of Wilsonville Unrepresented Compensation Plan

Effective July 1, 2026

Range	Position	Non-Exempt		Exempt	
		Low	High	Min	Max
b	<i>Human Resources Assistant</i>	\$31.11	\$41.98	\$64,678.28	\$87,330.67
c	<i>Accounting Specialist (Conf) Legal Assistant</i>	\$32.65	\$44.09	\$67,929.99	\$91,702.76
d	<i>Library Supervisor</i>	\$34.29	\$46.29	\$71,318.30	\$96,293.49
f	<i>Associate Engineer Finance Operations Supervisor Human Resources Analyst Shop Foreman Transit Management Analyst</i>	\$37.84	\$51.04	\$78,696.06	\$106,157.78
g	<i>City Recorder Transit Supervisor</i>	\$39.70	\$53.58	\$82,576.20	\$111,458.79
h	<i>Facilities Supervisor Parks Supervisor Roads &amp; Stormwater Maintenance Supervisor Utilities Supervisor</i>	\$41.68	\$56.27	\$86,702.39	\$117,033.16
i	<i>Assistant to the City Manager Civil Engineer Communications &amp; Marketing Manager GIS Manager Grants &amp; Program Manager Natural Resources Manager Program Manager</i>			\$91,047.07	\$122,880.56
j	<i>Fleet Manager Library Operations Manager Library Services Manager</i>			\$95,582.88	\$129,028.79
k	<i>Senior Civil Engineer</i>			\$100,364.80	\$135,477.49
l	<i>Human Resources Manager Planning Manager Transit Operations Manager</i>			\$105,392.61	\$142,253.96
m	<i>Economic Development Manager Engineering Manager Public Affairs Director</i>			\$110,666.33	\$149,358.52
o	<i>Assistant City Attorney Assistant Finance Director Building Official City Engineer Planning Director Public Works Operations Manager</i>			\$122,006.24	\$164,687.85
p	<i>Information Systems Director Library Director Parks &amp; Recreation Director</i>			\$128,099.73	\$172,912.65
q	<i>Transit Director Public Works Director</i>			\$131,323.99	\$177,230.03
r	<i>Finance Director</i>			\$134,602.99	\$181,684.01
s	<i>Community Development Director</i>			\$137,964.01	\$186,220.15
t	<i>Assistant City Manager</i>			\$141,413.11	\$190,875.66

*italicized indicates non-exempt status*



Best of Wilsonville photo contest submission. Photo Credit: Sonja Spisak.



# Acronyms & Glossary

## ACRONYM - DEFINITION

ACFR - Annual Comprehensive Financial Report  
ACHC - Arts, Culture, and Heritage Commission  
ADA - Americans with Disabilities Act  
AED - Automated External Defibrillator  
AFSME - American Federation of State, County, and Municipal Employees  
AICP - American Institute of Certified Planners  
ARPA - American Rescue Plan Act  
AWIA - America's Water Infrastructure Act  
BHU - Behavioral Health Unit  
BMP - Best Management Practices  
CCTV - Closed Circuit Television  
CCSO - Clackamas County Sheriff's Office  
CDBG - Community Development Block Grant  
CET - Construction Excise Tax  
CFEC - Climate Friendly and Equitable Communities  
CIP - Capital Improvement Project  
CNG - Compressed Natural Gas  
DEI - Diversity, Equity, and Inclusion  
DEQ - Department of Environmental Quality  
DLCD - Department of Land Conservation and Development  
DMV - Department of Motor Vehicles  
DRB - Development Review Board  
EMMA - Electronic Municipal Market Access  
EOA - Economic Opportunity Analysis  
EPA - Environmental Protection Agency  
ERP - Enterprise Resource Planning  
ERU - Equivalent Residential Unit  
FOG - Fats, Oils, and Grease  
FTA - Federal Transit Administration  
FTE - Full-time Equivalent  
FY - Fiscal Year  
GAAP - Generally Accepted Accounting Principles  
GAC - Granular Activated Carbon  
GASB - Governmental Accounting Standards Board  
GFOA - Government Finance Officers Association  
GPS - Global Positioning System  
HNT - Hostage Negotiation Team  
HPS - High Pressure Sodium  
HVAC - Heating, Ventilating, Air Conditioning  
I&I - Inflow and Infiltration  
ICC - International Code Council  
IT - Information Technology  
LEED - Leadership in Energy and Environmental Design  
LED - Light Emitting Diode  
LID - Land Improvement District  
LOS - Level of Service

MGD - Million Gallons per Day  
MS4 - Municipal Separate Storm and Sewer System  
MV - Mercury Vapor  
NIC - Net Interest Cost  
NPDES - National Pollutant Discharge Elimination System  
O&M - Operations and Maintenance  
OACA - Oregon Association of Court Administration  
ODOT - Oregon Department of Transportation  
OEDA - Oregon Economic Development Association  
OGFOA - Oregon Government Finance Officers Association  
OHNA - Oregon Housing Needs Analysis  
OMJA - Oregon Municipal Judges Association  
OPEU - Oregon Public Employees Union  
OPSRP - Oregon Pension Service Retirement Plan  
ORS - Oregon Revised Statutes  
PERS - Public Employees Retirement System  
PGE - Portland General Electric  
PLC - Programmable Logic Controller  
RFI - Request For Information  
RNG - Renewable Natural Gas  
RTP - Regional Transportation Plan  
SAIF - State Accident Insurance Fund  
SAP - Specific Area Plan  
SBDC - Small Business Development Center  
SCADA - Supervisory Control And Data Acquisition  
SDC - System Development Charges  
SEIU - Service Employees International Union  
SILL - Semiconductor Industrial Land Loan  
SMART - South Metro Area Regional Transit  
SSO - Sanitary Sewer Overflows  
STIF - Statewide Transportation Improvement Fund  
SWAT - Special Weapons and Tactics  
TOD - Transit Oriented Development  
TPO - Thermoplastic Polyolefin  
TSP - Transportation System Plan  
TVWD - Tualatin Valley Water District  
UFMP - Urban Forest Management Plan  
UGB - Urban Growth Boundary  
URA - Urban Renewal Agency  
WES - Westside Express Service  
WIF - Water Intake Facility  
WIN - Wilsonville Investment Now  
WMCP - Water Management and Conservation Plan  
WRWTP - Willamette River Water Treatment Plant  
WWSP - Willamette Water Supply Program  
WWTP - Wastewater Treatment Plant  
VHDZ - Vertical Housing Development Zone

# Acronyms & Glossary

## **Accrual**

An accounting entry made to ensure revenues are reported on the income statement when they are earned and expenses are reported when the expense occurred, as matched with the related revenues, regardless of when cash is received or spent.

## **Actual**

Actual, as used in the fund summaries, revenue summaries and department and division summaries within the budget document, represents funds expended in the fiscal year indicated. This category is presented on a budgetary basis, and thus excludes depreciation and amortization and includes principal payments on debt.

## **Ad Valorem Tax**

A tax based on the assessed value of a property.

## **Adopted Budget**

Adopted, as used in the fund summaries and department and division summaries within the budget document, represents the final budget formally adopted by the City Council via a resolution. The Adopted Budget becomes effective July 1st each year. Subsequent to adoption, Council may make changes throughout the year.

## **Amortization**

The spreading payments over multiple periods. The term is used for two separate processes: amortization of loans and amortization of assets. In the latter case it refers to allocating the cost of an intangible asset over a period of time.

## **Annual Comprehensive Financial Report**

The annual audited results of the City's financial position and activity.

## **Approved Budget**

Represents the budget that has been approved with changes (if any) by the Budget Committee.

## **Appropriation**

Legal authorization granted by the City Council to spend public funds. Appropriations within each program may not be exceeded.

## **Arbitrage**

The practice of taking advantage of a price difference between two or more markets.

## **Assessed Valuation**

The value set on taxable property as a basis for levying property taxes. A tax initiative passed in 1997 that reduced AV below real market value and set a 3% maximum annual growth rate in the AV, exclusive of certain improvements.

## **Assets**

Resources having a monetary value and that are owned or held by an entity.

## **Assigned Fund Balance**

Designation of resources by either the governing body or staff, such as City Manager or Finance Director. Earmarking of

resources can occur after the end of the fiscal period, is not legally binding and can be changed without formal action. Exclusive of the General Fund, this amount is also referred to as contingency.

## **Audit**

An objective examination and evaluation of the financial statements of an organization to make sure that the financial records are a fair and accurate representation of the transactions they claim to represent.

## **Balanced Budget**

Recurring operating revenues and transfers-in equal or exceed recurring operating expenditures and transfers-out.

## **Beginning Fund Balance**

The beginning fund balance is the residual resources brought forward from the previous financial year (ending balance).

## **Bond or Bond Issue**

Bonds are debt instruments that require repayment of a specified principal amount on a certain date (maturity date), together with interest at a stated rate or according to a formula for determining the interest rate.

## **Bond Funds**

Established to account for bond proceeds to be used only for approved bond projects.

## **Budget**

A budget is a plan of financial operation embodying an estimate of proposed expenditures and the resources to pay for them. Used without any modifier, the term usually indicates a financial plan for a single fiscal year. In practice, the term budget is used in two ways: 1) Sometimes it designates the financial plan presented for adoption or 2) It designates the plan finally approved. It is usually necessary to specify whether the budget under consideration is preliminary and tentative, or whether the governing body has approved it.

## **Budget Calendar**

The schedule of key dates, which a government follows in the preparation and adoption of the budget.

## **Budget Committee**

The Oregon Revised Statute (ORS) 294.414 outlines the establishment of the Budget Committee. The committee is comprised of the elected officials plus an equal number of electors within the jurisdiction for the purpose of reviewing the proposed budget and recommending changes leading to an approved budget that is forwarded on to the City Council for adoption.

## **Budget Document**

A written report showing a government's comprehensive financial plan for a specified period, usually one year, that includes both the capital and the operating budgets.

## **Budget Law**

Refers to the Oregon Revised Statutes 294.305 to 294.565 that govern how local governments in Oregon prepare and report their budgets.

## ***Budget Message***

Written explanation of the budget and the City's financial priorities for the next fiscal year.

## ***Budgetary Basis***

Budgets are adopted on a basis consistent with Generally Accepted Accounting Principles (GAAP), with the exception that neither depreciation nor amortization is budgeted for proprietary funds.

## ***Capital Asset***

Includes City infrastructure, equipment, vehicles, furniture and fixtures, computer hardware and software with a cost basis in excess of \$10,000.

## ***Capital Budget***

The City's budget for projects, major repairs, and improvements or additions to the City's capital assets (water, sewer, planning, streets, streetscape, stormwater, facilities, information systems and parks).

## ***Capital Expenditures***

The City defines a capital expenditure as using the following three criteria: (1) relatively high monetary value (equal to or greater than \$10,000), (2) long asset life (equal to or greater than 1 year of useful life), and (3) results in the creation of a capital asset, or the revitalization of a capital asset.

## ***Capital Improvement***

A term defined in the ORS 310.410 (1D) to include land, structures, facilities, machinery, equipment, or furnishings having a useful life of longer than one year.

## ***Capital Improvement Program***

The City's plan for capital infrastructure and long-range planning over a five-year time horizon. Projects and funding sources are estimated over the five-year time period and are updated annually.

## ***Capital Improvement Project***

Any project having assets of significant value and having a useful life of five years or more. Capital projects include the purchase of land, design, engineering and construction of buildings, and infrastructure items such as parks, streets, bridges, drainage, street lighting, water and sewer systems and master planning.

## ***Capital Outlay***

A method to classify expenditures made that includes the purchase of land, the purchase or construction of buildings, structures, and facilities, plus machinery and equipment. The Capital Outlay category is distinct from other expenditure categories such as personnel or materials and services. Whereas the materials and services category tends to represent recurring, consumable type items, Capital Outlay expenditures are non-recurrent and for items that have a life cycle of use. Capital Outlay includes expenditures that result in the acquisition or addition of a capital asset or increase the capacity, efficiency, span of life, or economy of operating as an existing capital asset. For an item to qualify as a capital outlay expenditure it must meet all of the following requirements: (1) have an estimated useful life of more than one year; (2)

have a unit cost of \$10,000 or more; and (3) be a betterment or improvement. Replacement of a capital asset is classified as capital outlay under the same code as the original purchase. Repairs are classified under materials and services.

## ***Capital Projects***

Major repairs, improvements or additions to the City's capital assets (water, sewer, planning, streets, streetscape, stormwater, facilities, information systems and parks).

## ***Cash Management***

Management of cash necessary to pay for government services while investing temporary cash excesses in order to earn interest income. Cash management refers to the activities of forecasting inflows and outflows of cash, mobilizing cash to improve its availability for investment, establishing and maintaining banking relationships, and investing funds in order to achieve the highest return available for temporary cash balances.

## ***Charges for Service***

Includes a wide variety of fees charged for services provided to the public and other agencies.

## ***Clean Water Act***

The primary federal law in the United States regarding water pollution.

## ***Committed Fund Balance***

Assets that are constrained by actions of the governing body on how such resources will be used.

## ***Comprehensive Plan***

An official statement of the goals, objectives and physical plan for the development of the city. The plan contains a narrative of goals, objectives and policies that describe the desired form, nature and rate of city development.

## ***Consumer Price Index***

A statistical description of price levels provided by the U.S. Department of Labor, Bureau of Labor Statistics. The index is used as a measure of the increase in the cost of living (i.e., economic inflation).

## ***Contingency***

A budgetary appropriation set aside for emergencies or unforeseen expenditures not otherwise budgeted. Contingency may be transferred for a specific purpose by the City Council upon the approval of a resolution. The City separates contingencies into those that are designated for specific purposes and undesignated. (Also see Assigned and Unassigned Fund Balance)

## ***Cost Center***

An organizational budget/operating unit within each City division or department.

## ***Debt Service***

Interest and principal on outstanding bonds due and payable during the fiscal year.

# Acronyms & Glossary

## Debt Service Fund

Established to account for the accumulation of resources and for the payment of general long-term debt principle and interest that are not services of the Enterprise funds. It does not include contractual obligations accounted for in the individual funds.

## **Defeasance**

A provision in a contract that voids a bond or loan on a balance sheet when the borrower sets aside cash or bonds sufficient enough to service the debt.

## **Department**

The combination of divisions of the City headed by a general manager with a specific and unique set of goals and objectives (i.e., Finance, Parks, Library, Public Works, Planning, etc).

## **Depreciation**

Decrease in the service life of capital assets attributable to wear and tear, deterioration, action of physical elements, inadequacy or obsolescence.

## **Division**

A functional unit within a department consisting of one or more cost centers engaged in activities supporting the unit's mission and objectives.

## **Employee Benefits**

Contributions made by a government to meet commitments or obligations for employee-related expenses. Included is the government's share of costs for social security and the various pension, medical and life insurance plans.

## **Encumbrance**

Amount of money committed and set aside, but not yet expended, for the purchases of specific goods or services.

## **Ending Fund Balance**

The residual resources after expenditures and transfers out. Comprised of restricted, committed, assigned and unassigned balances.

## **Enterprise Funds**

Established to account for operations, including debt service, that are financed and operated similarly to private businesses – where the intent is the service is self-sufficient, with all costs supported predominantly by user charges. The City maintains four Enterprise Funds to account for Water, Sewer, Stormwater and Street Lighting activities.

## **Estimated Actual**

A projection of the revenue or expenditure, as appropriate, to be recognized during the current fiscal period.

## **Expenditures**

Represents decreases in net financial resources through the disbursement of funds. They include current operating expenses, which require the current or future use of net current assets, debt services, and capital outlays.

## **Fees**

Charges for specific services levied by local government in

connection with providing a service, permitting an activity or imposing a fine or penalty. Major types of fees include business and nonbusiness license, fines, and user charges.

## **Fiscal Management**

A government's directive with respect to revenues, spending, reserves and debt management as these relate to governmental services, programs and capital investment. Financial policy provides an agreed upon set of principles for the planning and programming of governmental budgets and its funding.

## **Fiscal Year**

A twelve-month period designated as the operating year for accounting and budgeting purposes in an organization. The City of Wilsonville's fiscal year is July 1 through June 30.

## **Five-Year Financial Plan**

An estimation of revenues and expenses required by the City to operate for the next five-year period.

## **Franchise Fee (Right-of-Way Fee)**

Charged to all utilities operating within the City and is a reimbursement to the general fund for the utility's use of City streets and right-of-ways.

## **Full-Time Equivalent (FTE)**

The equivalent of one full-time position working 12 months in a year. The employment level of the City is expressed in terms of full-time equivalents, or FTEs. Those on a part-time schedule are converted to a proportion of an FTE. Full time employee salaries are based on 2,080 hours per year. The full-time equivalent of a part-time employee is calculated by dividing the number of hours budgeted by 2,080.

## **Fund**

A fiscal and accounting entity with a self-balancing set of accounts. Records cash and other financial resources together with all related liabilities and residual equities or balances and changes therein. These are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.

## **Fund Balance**

The difference between assets and liabilities of a fund.

## **General Fund**

Primary operating fund of the City. It exists to account for the resources devoted to finance the services traditionally associated with local government. Included in these services are police protection, building and grounds maintenance, parks and recreation, library, general administration of the City, and any other activity for which a special fund has not been created.

## **General Long-Term Debt**

Represents any unmatured debt not considered to be a fund liability.

## **General Obligation Bonds (G.O. Bonds)**

Bonds secured by the full faith and credit of the issuer. G.O. bonds issued by local units of government are secured by a pledge of the issuer's property taxing power and often require a public vote. They are usually issued to pay for general capital

improvements such as parks and City facilities.

## **Governmental Fund**

One of the three groups of funds for which financial statements are prepared, the others including Proprietary and Fiduciary. Activity not explicitly accounted for as Proprietary or Fiduciary activity are reported in the Governmental Fund type. Governmental Funds include special revenue funds, debt service funds, capital project funds, permanent funds, and the General Fund.

## **Grant**

A contribution of funds for a specific purpose or function. Typically a grant has to be applied for and meet certain criteria.

## **Infrastructure**

Public domain capital assets such as roads, bridges, streets, sidewalks and similar assets that are immovable.

## **Indirect Charges**

Administrative costs that are incurred in support of an operating program. These charges are budgeted as interfund transfers.

## **Indirect Cost Allocation**

A method by which indirect costs are apportioned to various direct functions. Typically indirect costs are those associated with administration.

## **Interfund Transfers**

Amounts distributed from one fund to pay for services provided by another fund, appropriated separately in the Transfers category.

## **Intelligent Transportation System**

Traffic control devices that has the ability to adjust depending on demand.

## **Intergovernmental Revenues**

Levied by one government but shared on a predetermined basis with another government or class of governments. This category also includes federal and state grants.

## **Job Access/Reverse Commute (JARC)**

Grant funds available to help with operating costs of equipment, facilities, and associated expenses related to providing access to jobs.

## **Levy**

Gross amount of property taxes imposed on taxable property. The net amount received by a government will be less than the gross levy as a result of delinquent or uncollectible payments or early payment discounts. Budgets are developed on the basis of the projected amount of property taxes receivable.

## **Line Item Budget**

Amount budgeted per general ledger account. The overall budget appropriation is the sum of line item budgets within a department or program.

## **Local Budget Law**

Oregon Revised Statutes (ORS) dictates local budgeting practices. ORS Chapter 294 contains Local Budget Law provisions. See also

Budget Law.

## **Local Improvement District**

Consists of property owners desiring improvements to their property, who come together and voluntarily tax themselves to pay for an amenity. Bonds are issued to finance these improvements, which are repaid by assessments on their property. Local Improvement District debt is paid for by a compulsory levy (special assessment) made against benefitting properties to defray all or part of the cost of a specific capital improvement or service deemed to benefit primarily those properties.

## **Local Option Levy**

Under Measure 50, local governments and special districts were given the ability to ask voters for temporary authority to increase taxes through approval of a local option levy. The maximum length of time for an operating local option levy is 5 years, depending on the purpose of the levy. A local option levy must be approved by a majority of voters at either a primary (May) or general (November) election. For elections held at other times, a double majority is required

## **Major Fund**

Funds whose revenues, expenditures/expenses, assets, or liabilities (excluding extraordinary items) are at least 10 percent of corresponding totals for all governmental or enterprise funds and at least 5 percent of the aggregate amount for all governmental and enterprise funds. Any other fund may be reported as a major fund if the government's officials believe that fund is particularly important to financial statement users. Funds that do not fall into these categories are considered non-major.

## **Materials and Services**

Expendable items purchased for delivery and city services. This classification includes supplies, repair and replacement parts, small tools, and maintenance and repair materials that are not of a capital nature.

## **Measure 5**

A constitutional limit on property taxes passed by voters in the State of Oregon in November 1990. This law sets a maximum \$10 per \$1,000 of real market value tax rate on individual properties for the aggregate of all non-education taxing jurisdictions. The education maximum rate is limited to \$5 per \$1,000 of real market value.

## **Measure 50**

A 1997 voter approved initiative which rolled back assessed values to 90 percent of their levels in fiscal year FY 1995-96 and limits future annual increases to three percent, except for major improvements. This measure also established permanent taxing rates. Voters may approve local initiatives above the fixed rates provided a majority approves at either (i) a primary or general election; or (ii) at any other election in which at least 50 percent of registered voters cast a ballot.

## **Mission**

Defines the primary purpose of the City and is intended to guide all organizational decisions, policies and activities (internal and

# Acronyms & Glossary

external) on a daily basis.

## **National Pollutant Discharge Elimination System (NPDES)**

As authorized by the Clean Water Act, the National Pollutant Discharge Elimination System (NPDES) permit program controls water pollution by regulating sources that discharge pollutants into waters of the United States.

## **Non-Operating Budget**

Part of the budget composed of the following items: interfund transfers, reserves, contingencies, capital projects, and debt service payments.

## **Nonspendable**

Balances that will not convert to cash in the defined accounting period (including inventories and prepaid items) or must remain intact pursuant to legal or contractual requirements (such as a permanent endowment).

## **Objective**

Something to be accomplished in specific, well-defined and measurable terms, and that is achievable within a specific time frame.

## **Operating Budget**

The plan for current expenditures and the proposed means of financing them. The annual operating budget is the primary means by which most of the financing, acquisition, spending and service delivery activities of a government are controlled.

## **Operating Revenue**

Funds that the government receives as income to pay for ongoing operations. It includes such items as taxes, fees from specific services, interest earnings and grant revenues. Operating revenues are used to pay for day-to-day services.

## **Ordinance**

A formal legislative enactment by the governing body of a municipality having a force of law. If it is not in conflict with any higher form of law, such as a state statute or a constitutional provision, it is in full force and effect of the law within the boundaries of the municipality to which it applies.

## **Outstanding Debt**

The balance due at any given time resulting from the borrowing of money or from the purchase of goods and services.

## **Performance Measure**

Data collected to determine how effective or efficient a program is in achieving its objectives.

## **Permanent Fund**

A fund established to report resources that are legally restricted so that only earnings, and not principal, may be used for purposes that support the program.

## **Permanent Tax Rate**

Under Measure 50, each school district, education district, local government, and special district was assigned a permanent tax rate limit per \$1000 of assessed value equal to what tax rate was in place in fiscal year 1998. This permanent rate applies to property taxes for operations. The permanent tax rate for the

City of Wilsonville is \$2.5206 per \$1,000 of assessed value.

## **Personnel Services**

Includes the salaries and wages paid to employees plus the City's contribution for fringe benefits such as retirement, social security, health and workers' compensation insurance.

## **Privilege Tax**

City of Wilsonville is authorized under ORS 221.450 and ORS 221.515 to impose privilege taxes on telecommunications carriers, utilities, and others for the use of city streets, alleys or highways for other than travel. This is to secure fair and reasonable compensation to the City and its residents for permitting use of the public right away.

## **Project Manager**

The individual responsible for budgeting for a project and managing project to its completion.

## **Property Tax**

Based according to assessed value of property and is used as the source of monies to pay for various operations of City government and to pay for general obligation debt.

## **Proposed Budget**

The first phase of budget development specified in Oregon's Budget Law. Combines operating, non-operating, and resource estimates prepared by the City Manager and submitted to the Budget Committee for public input, review and approval.

## **Proprietary Fund**

Proprietary Fund is one of the three groups of funds for which financial statements are prepared, along with the Governmental and Fiduciary Funds. Proprietary funds are employed to report on business-like activities, financed primarily by revenues generated by the activities themselves, such as water, sewer, stormwater, and street lighting utilities.

## **Rainy Day Fund**

A designated contingency to provide resources for future operational needs in the event that an economic downturn continues for an extended period of time.

## **Real Market Value**

A value assigned to a property by the local county assessor to approximate the value a property is worth in the market place. Disparities between real market value and assessed value are a result of voter approved tax initiative 50 passed in 1997.

## **Resolution**

A special or temporary order of a legislative body requiring City Council action.

## **Resources**

Total of revenues, interfund transfers in and beginning fund balance.

## **Restricted Fund Balance**

Restrictions placed on fund balance by an external entity. This balance may only be spent if the criteria placed by the restrictions is met.

## **Retained Earnings**

An equity account that reflects the accumulated earnings of an enterprise or internal service fund.

## **Revenue**

Funds received by the City from either tax or non-tax sources.

## **Revenue Bonds**

Bonds payable from a specific, ongoing and predictable source of revenue, which does not pledge the taxing authority of the issuer. Pledged revenues may be derived from operation of a utility, the financed project, grants, excise or other specified non-property tax.

## **Sinking Fund**

Fund established by a government agency or business for the purpose of reducing debt by repaying or purchasing outstanding loans and securities held against the entity, helping keep the borrower liquid so it can repay the bondholder.

## **South Metro Area Regional Transit (SMART)**

Wilsonville's transit system.

## **Special Assessment**

A compulsory levy made against certain properties to defray all or part of the cost of a capital improvement or service deemed to be benefit primarily those properties, see Local Improvement District.

## **Special Assessment Bond**

A bond issue payable from the payments on special assessments imposed against properties that have been specially benefited by the construction of public improvements such as sidewalks, roads, or sewer systems.

## **Special Revenue Funds**

Established to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes.

## **Statewide Transportation Improvement Fund STIF**

This is a dedicated funding source for transportation per HB 2017. The Oregon "transit tax" is a state payroll tax equal to one-tenth of 1 percent. The Transit Tax is the sole revenue source for STIF.

## **Supplemental Budget**

Appropriations established during a fiscal year to meet needs not anticipated at the time the budget was originally adopted. A supplemental budget cannot increase the tax levy.

## **System Development Charges**

Paid by developers and builders to fund expansion of infrastructure systems necessary due to increased usage. Such charges are collected for water, sewer, storm drains, streets and parks and are paid by developers and builders as part of the permit process.

## **Transportation Demand Management**

A strategy aimed at encouraging a shift from single-occupant vehicle (SOV) trips to non-SOV modes, or shifting auto trips out of peak periods.

## **Taxes**

Compulsory charges levied by a government for the purpose of financing services performed for the common benefit. This term does not include specific charges made against particular persons or property for current or permanent benefits such as special assessments. Neither does the term include charges for services rendered only to those paying such charges, such as water service.

## **Tax Levy**

The total amount of property taxes needed to pay for General Fund operations and for principal and interest on bonds.

## **Tax Rate**

The amount of tax levied for each \$1,000 of assessed valuation.

## **Tax Revenue**

Total revenue yielded from various taxes levied by the local government.

## **Tax Roll**

The official list of taxable property prepared by the County Assessor, showing the amount of taxes levied against each property for the tax year.

## **Transfers**

The authorized exchange of cash or other resources between funds.

## **Transient Lodging Tax**

City of Wilsonville collects a 5% Transient Lodging Tax per City Code 7.210. A portion of the funds go to the Community Tourism Matching Grant program.

## **Trust Funds**

Established to administer resources received and held by the City as the trustee or agent for others. Uses of these funds facilitate the discharge of responsibility placed upon the City by virtue of law or other similar authority.

## **Unappropriated Ending Fund Balance**

An account which records a portion of the ending fund balance which is segregated for future use and is not available for current appropriation or expenditure. Also referred to as committed fund balance.

## **Unassigned Fund Balance**

Excess of total ending fund balance over restricted, committed and assigned components. Applies only to the General Fund and is also referred to as contingency.

## **User Fees**

The fee charged for services to the party or parties who directly benefits. Also called Charges for Service.

## **Wilsonville Transit Tax Fund**

Was established to finance the operating and administrative costs of the SMART (South Metro Area Regional Transit) by City Code 7.400. Wilsonville Transit Tax rate is 0.005 effective October 1, 2008.



Best of Wilsonville photo contest submission. Photo Credit: Matthew Ellingson.



## RESOLUTION NO. 3264

### A RESOLUTION DECLARING THE CITY'S ELIGIBILITY TO RECEIVE STATE SHARED REVENUES.

WHEREAS, ORS 221.760 provides as follows:

Section 1. The officer responsible for disbursing funds to cities under ORS 323.455, 366.785 to 366.820 and 471.805 shall, in the case of a city located within a county having more than 100,000 inhabitants according to the most recent federal decennial census, disburse such funds only if the city provides four or more of the following services:

- 1) Police protection;
- 2) Fire protection;
- 3) Street construction, maintenance, and lighting;
- 4) Sanitary sewer;
- 5) Storm sewers;
- 6) Planning, zoning and subdivision control;
- 7) One or more utility services; and

WHEREAS, City officials recognize the desirability of assisting the state officer responsible for determining the eligibility of cities to receive such funds in accordance with ORS 221.760.

NOW, THEREFORE, THE CITY OF WILSONVILLE RESOLVES AS FOLLOWS:

That the Wilsonville City Council hereby declares that the City directly provides all of the municipal services enumerated above, save and except the provision of the City's fire protection, which is through Tualatin Valley Fire & Rescue.

This resolution is effective upon adoption.

ADOPTED by the City Council of the City of Wilsonville at a regular meeting thereof this 1<sup>st</sup> day of June 2026 and filed with the Wilsonville City Recorder this same date.

# Resolutions

Signed by:  
*Mayor Shawn O'Neil*  
9FC7B198F01449B...  
Shawn O'Neil, Mayor

ATTEST:

DocuSigned by:  
*Kimberly Veliz*  
E781DE10276B498...  
Kimberly Veliz, City Recorder

## SUMMARY OF VOTES:

Mayor O'Neil	Yes
Council President Berry	Yes
Councilor Scull	Yes
Councilor Cunningham	Yes
Councilor Shevlin	Yes

RESOLUTION NO. 3265

**A RESOLUTION DECLARING THE CITY’S ELECTION TO RECEIVE STATE SHARED REVENUES.**

WHEREAS, the Budget Committee has reviewed and approved the proposed use of State Shared Revenues; and

WHEREAS, a public hearing has been held before the Budget Committee on May 6, 2026, to discuss possible uses of the funds and before the City Council on June 1, 2026, to obtain public input as to the proposed uses of State Shared Revenues.

NOW, THEREFORE, THE CITY OF WILSONVILLE RESOLVES AS FOLLOWS:

1. Pursuant to ORS 221.770 the City of Wilsonville hereby elects to receive state shared revenues for the fiscal year 2026-27.
2. This resolution is effective upon adoption.

ADOPTED by the City Council of the City of Wilsonville at a regular meeting thereof this 2<sup>nd</sup> day of June 2026 and filed with the Wilsonville City Recorder this same date.

Signed by:  
  
9FC7B198F01449B...  
 Shawn O’Neil, Mayor

ATTEST:

DocuSigned by:  
  
E781DE10276B498...  
 Kimberly Veliz, City Recorder

SUMMARY OF VOTES:

Mayor O’Neil	Yes
Council President Berry	Yes
Councilor Scull	Yes
Councilor Cunningham	Yes
Councilor Shevlin	Yes

# Resolutions

## RESOLUTION NO. 3266

**A RESOLUTION OF THE CITY OF WILSONVILLE ADOPTING THE BUDGET, MAKING APPROPRIATIONS, DECLARING THE AD VALOREM TAX LEVY, AND CLASSIFYING THE LEVY AS PROVIDED BY ORS 310.060(2) FOR FISCAL YEAR 2026-27.**

WHEREAS, in accordance with ORS 294.426 the Wilsonville Budget Committee met on May 6, 2026 and May 12, 2026 to receive public testimony, hear the budget message and listen to presentations pertaining to the proposed budget for Fiscal Year 2026-27; and,

WHEREAS, the Budget Committee deliberated on the proposed budget on May 6, 2026 and on May 12, 2026; and

WHEREAS, the Budget Committee approved the proposed budget on May 12, 2026; and

WHEREAS, the proposed budget document included the Comprehensive Financial Management Policies which specifies certain reserves and contingency balances for operating funds and such a amounts were included in the approved budget, and

WHEREAS, on May 20, 2026, a summary of the budget, as required by ORS 294.438, was duly published in The Review, formerly the Wilsonville Spokesman, a newspaper of general circulation in the City; and,

WHEREAS, in accordance with ORS 294.456 the Wilsonville City Council duly held a public hearing on June 1, 2026 where all interested persons were afforded an opportunity to appear and be heard with respect to the approved budget for the fiscal year beginning July 1, 2026.

NOW, THEREFORE, THE CITY OF WILSONVILLE RESOLVES AS FOLLOWS:

1. The Council adopts the budget for fiscal year 2026-27 in the total amount of \$300,457,981.
2. Of the total adopted budget of \$300,457,981, the City appropriates \$267,142,260 for the fiscal year beginning July 1, 2026, as shown in Exhibit A – Schedule of Appropriations. An

additional \$22,212,521 is reserved for future expenditures, and the difference of \$11,103,200 is not appropriated and is not available for expenditure during the year.

3. The City of Wilsonville City Council hereby imposes the taxes provided for in the Adopted Budget at the permanent rate of \$2.5206 per \$1,000 of assessed value for general operations; and that these taxes are hereby imposed and categorized for the tax year 2026-27 upon the assessed value of all taxable property in the City.

	<u>General Government Limit</u>
Permanent Rate	\$2.5206 / \$1,000

4. In compliance with the City's Financial Management Policies certain contingencies, reserves and carryover balances are established as part of the budget process. These balances are matched to the Governmental Accounting Standards Board (GASB) Pronouncement Number 54 standard terminology as set forth below.
  - a. GASB Restricted category includes amounts for which an external source has created a legal restriction on available balances, such as for bond covenants and taxes restricted to payment of debt. Within the budget document such amounts are titled Restricted.
  - b. GASB Committed category includes amounts for which Council has approved by resolution. Only a subsequent council resolution may change the amount or intended use. Within the budget document such amounts are titled Committed (unappropriated). The Committed (unappropriated) is also referred to as the unappropriated ending fund balance and serves as a carryover from one fiscal year to the next.
  - c. GASB Assigned category includes amounts which are designated but for which a resolution has not been adopted. Authority is hereby granted to the City Council, City Manager and the Finance Director for the purpose of setting aside resources for specific future needs, such as equipment and building replacements and prudent financial reserves. Within the budget document such amounts are titled Assigned (designated) and Assigned (contingency). Assigned (designated) purpose

# Resolutions

is identified on page 256 of the Proposed Budget document. Assigned (contingency) is the portion of appropriations available for use during a fiscal year if approved through Council Resolution.

- d. GASB Unassigned category is used exclusively in the General Fund and has the same meaning as Assigned (contingency) in paragraph (c) above.
- e. City Council considers the spending of the restricted classification of fund balance on purposes for which such funds can be used to occur first when funds are spent for restricted and unrestricted purposes. When unrestricted classifications of fund balance are spent, the Council will consider that assigned amounts will be reduced first, followed by unassigned amounts and then committed amounts.

5. This resolution is effective upon adoption.

ADOPTED by the Wilsonville City Council at a regularly scheduled meeting thereof this 1<sup>st</sup> day of June, 2026 and filed with the City Recorder this date.

Signed by:  
  
9FC7B198F01449B...  
Shawn O'Neil, Mayor

ATTEST:

DocuSigned by:  
  
E781DE10276B498...  
Kimberly Veliz, City Recorder

## SUMMARY OF VOTES:

Mayor O'Neil	Yes
Council President Berry	Yes
Councilor Scull	Yes
Councilor Cunningham	Yes
Councilor Shevlin	Yes

ATTACHMENT:

- A. Schedule of Appropriations

# Resolutions

## Attachment A - Schedule of Appropriations

### General Fund

Administration	\$	2,509,649		
Finance		2,364,211		
Information Technology/GIS		1,947,640		
Legal		926,170		
Human Resources and Risk Management		1,471,590		
Public Works Administration		1,229,490		
Facilities		2,454,493		
Parks Maintenance		3,133,015		
Parks & Recreation		2,370,846		
Library		3,131,380		
Law/Code Enforcement		8,808,276		
Municipal Court		272,450		
Transfers to Other Funds		3,555,906		
Contingency		10,446,275		
<b>Total Fund Appropriations</b>			\$	<b>44,621,391</b>

### Community Development Fund

C.D. Administration	\$	777,730		
Engineering		2,931,814		
Planning		1,471,905		
Transfers to Other Funds		770,988		
Contingency		959,282		
<b>Total Fund Appropriations</b>			\$	<b>6,911,719</b>

### Building Inspection Fund

Building Inspection	\$	1,434,779		
Transfers to Other Funds		476,484		
Contingency		3,219,367		
<b>Total Fund Appropriations</b>			\$	<b>5,130,630</b>

### Transit Operations Fund

Transit	\$	10,158,914		
Transfers to Other Funds		1,333,208		
Contingency		16,373,217		
<b>Total Fund Appropriations</b>			\$	<b>27,865,339</b>

### Road Operating Fund

Road Operations	\$	1,427,620		
Debt Service		358,000		
Transfers to Other Funds		1,088,798		
Contingency		197,021		
<b>Total Fund Appropriations</b>			\$	<b>3,071,439</b>

### Road Maintenance Fund

Transfers to Other Funds	\$	3,167,373		
Contingency		4,970,202		
<b>Total Fund Appropriations</b>			\$	<b>8,137,575</b>

### Water Operating Fund

Water Distribution	\$	1,916,282		
Water Treatment Plant		7,322,935		
Debt Service		374,000		
Transfers to Other Funds		2,252,548		
Contingency		19,629,609		
<b>Total Fund Appropriations</b>			\$	<b>31,495,374</b>

# Resolutions

<b>Sewer Operating Fund</b>			
Wastewater Collections	\$	1,460,326	
Wastewater Treatment Plant		4,294,900	
Debt Service		2,960,000	
Transfers to Other Funds		13,526,268	
Contingency		6,834,886	
<b>Total Fund Appropriations</b>			<b>\$ 29,076,380</b>
 <b>Street Lighting Operating Fund</b>			
Street Lighting	\$	347,000	
Transfers to Other Funds		194,178	
Contingency		446,671	
<b>Total Fund Appropriations</b>			<b>\$ 987,849</b>
 <b>Stormwater Fund</b>			
Stormwater Maintenance	\$	1,405,052	
Debt Service		325,000	
Transfers to Other Funds		8,989,384	
Contingency		701,753	
<b>Total Fund Appropriations</b>			<b>\$ 11,421,189</b>
 <b>Fleet Service Fund</b>			
Fleet	\$	2,283,240	
Contingency		717,582	
<b>Total Fund Appropriations</b>			<b>\$ 3,000,822</b>
 <b>Water Capital Projects Fund</b>			
Capital Projects	\$	2,158,850	
Transfers to Other Funds		15,916,600	
<b>Total Fund Appropriations</b>			<b>\$ 18,075,450</b>
 <b>Sewer Capital Projects Fund</b>			
Capital Projects	\$	13,618,738	
Transfers to Other Funds		1,259,437	
<b>Total Fund Appropriations</b>			<b>\$ 14,878,175</b>
 <b>Road Capital Projects Fund</b>			
Capital Projects	\$	16,536,200	
Debt Service		9,392,917	
Transfers to Other Funds		1,133,288	
<b>Total Fund Appropriations</b>			<b>\$ 27,062,405</b>
 <b>Stormwater Capital Projects Fund</b>			
Capital Projects	\$	9,347,000	
Transfers to Other Funds		1,172,600	
<b>Total Fund Appropriations</b>			<b>\$ 10,519,600</b>
 <b>Facilities Capital Projects Fund</b>			
Capital Projects	\$	2,553,783	
Transfers to Other Funds		43,500	
<b>Total Fund Appropriations</b>			<b>\$ 2,597,283</b>

# Resolutions

## THE URBAN RENEWAL AGENCY OF THE CITY OF WILSONVILLE

### URA RESOLUTION NO. 359

#### **A RESOLUTION OF THE URBAN RENEWAL AGENCY OF THE CITY OF WILSONVILLE ADOPTING THE BUDGET, MAKING APPROPRIATIONS, AND DECLARING THE INTENT TO COLLECT TAX INCREMENT FOR FISCAL YEAR 2026-27.**

WHEREAS, in accordance with ORS 294.426 the Wilsonville Urban Renewal Agency (“Agency”) Budget Committee met on May 12, 2026 to receive public testimony, hear the budget message, and listen to presentations pertaining to the proposed budget for Fiscal Year 2026-27; and

WHEREAS, the Budget Committee deliberated on the proposed budget, and on May 12, 2026, approved the budget with no amendments and

WHEREAS, the governing board of the Coffee Creek Plan District declares its intent to collect the full amount of the division of tax for the District; and

WHEREAS, the governing board of the WIN Twist Bioscience Plan declares its intent to collect the full amount of the division of tax for the District; and

WHEREAS, the proposed budget document included the Comprehensive Financial Management Policies which specifies certain reserves and contingency balances for operating funds and such amounts were included in the approved budget; and

WHEREAS, on May 20, 2026, a summary of the budget, as required by ORS 294.438, was duly published in The Review, formerly known as Wilsonville Spokesman, a newspaper of general circulation in the City of Wilsonville (“City”); and

## Resolutions

WHEREAS, in accordance with ORS 294.456, the Agency duly held a public hearing on June 1, 2026 where all interested persons were afforded an opportunity to appear and be heard with respect to the approved budget for the fiscal year beginning July 1, 2026.

NOW, THEREFORE, THE URBAN RENEWAL AGENCY OF THE CITY OF WILSONVILLE RESOLVES AS FOLLOWS:

1. The Wilsonville Urban Renewal Agency Board (“Agency Board”) adopts the budget for fiscal year 2026-27 in the total amount of \$7,313,853.
2. Of the total adopted budget of \$7,313,853 the Agency appropriates \$6,071,004; for the fiscal year beginning July 1, 2026, as shown in Attachment A – Schedule of Appropriations. The difference of \$1,242,849 is not appropriated and is not available for expenditure during the year.
3. The Agency certifies to the Clackamas and Washington County Assessors the Agency’s intention as follows for Fiscal Year 2026-27:
  - a. To collect 100% of the “Division of Taxes” portion from the Coffee Creek Plan District.
  - b. To collect 100% of the “Division of Taxes” portion from the WIN Twist Bioscience Plan.
4. In compliance with the City’s Financial Management Policies certain contingencies, reserves, and carryover balances are established as part of the budget process. These balances are matched to the Governmental Accounting Standards Board (GASB) Pronouncement Number 54 standard terminology as set forth below.
  - a. GASB Restricted category includes amounts for which an external source has created a legal restriction on available balances, such as for bond covenants and taxes restricted to payment of debt. Within the budget document, such amounts are titled “Restricted.”

# Resolutions

- b. GASB Assigned category includes amounts that are designated, but for which a resolution has not been adopted. Authority is hereby granted to the Agency Board, the Executive Director, and the Finance Director for the purpose of setting aside resources for specific future needs. Within the budget document, specific designations shall be titled "Assigned (designated)." All other balances other than Restricted or Assigned (designated) shall be budgeted as "Assigned (contingency)." The Assigned (contingency) is appropriated and available for use during the fiscal year if approved through Agency Board resolution.
- c. The Agency Board considers the spending of the restricted classification of fund balance on purposes for which such funds can be used to occur first when funds are spent for restricted and unrestricted purposes. When unrestricted classifications of fund balance are spent, the Agency Board will consider that assigned amounts will be reduced first, followed by unassigned amounts and then committed amounts.

5. This resolution is effective upon adoption.

ADOPTED by the Wilsonville Urban Renewal Agency at a regular meeting thereof this 1<sup>st</sup> day of June 2026, and filed with the Wilsonville City Recorder this date.

Signed by:  
*Mayor Shawn O'Neil*  
9FC7B198F01449B...  
\_\_\_\_\_  
Shawn O'Neil, Chair

ATTEST:

DocuSigned by:  
*Kimberly Veliz*  
E781DE10276B498...  
\_\_\_\_\_

Kimberly Veliz, City Recorder

## SUMMARY OF VOTES:

Chair O'Neil	Yes
Member Berry	Yes
Member Scull	Yes
Member Cunningham	Yes
Member Shevlin	Yes

## ATTACHMENT:

- A. Schedule of Appropriations

# Resolutions

<b>Attachment A - Schedule of Appropriations</b>
--

**West Side Plan - Capital Projects Fund**

Materials & Services	\$ 190,000	
Capital Outlay	3,060,000	
<b>Total Fund Appropriations</b>		<b>\$ 3,250,000</b>
Reserved for Future Expenditures	154,491	
<b>Total Budget</b>		<b>\$ 3,404,491</b>

**Coffee Creek Plan - Debt Service Fund**

Debt Service	\$ 780,000	
<b>Total Fund Appropriations</b>		<b>\$ 780,000</b>
Reserved for Future Expenditures	779,076	
<b>Total Budget</b>		<b>\$ 1,559,076</b>

**Coffee Creek Plan - Capital Projects Fund**

Materials & Services	\$ 236,004	
Capital Outlay	630,000	
<b>Total Fund Appropriations</b>		<b>\$ 866,004</b>
Reserved for Future Expenditures	309,282	
<b>Total Budget</b>		<b>\$ 1,175,286</b>

**Wilsonville Investment Now Plan - Program Income Fund**

Materials & Services	\$ 1,175,000	
<b>Total Fund Appropriations</b>		<b>\$ 1,175,000</b>

<b>Total URA Appropriations - including Contingency</b>	<b>\$ 6,071,004</b>
<b>Total Reserved for Future Expenditures</b>	<b>\$ 1,242,849</b>
<b>Total City of Wilsonville URA Budget</b>	<b>\$ 7,313,853</b>



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Phone: 503-684-0360 Fax: 503-620-3433  
E-mail: legals@commnewsletters.com

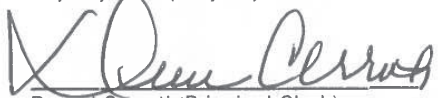
**AFFIDAVIT OF PUBLICATION**

State of Oregon, County of Clackamas, ss I, Deseri Cerruti, being first duly sworn, depose and say that I am the Principal Clerk of the **The Review - Wilsonville**, a newspaper of general circulation, published in Clackamas County, Oregon, as defined by ORS 193.010 and 193.020, that

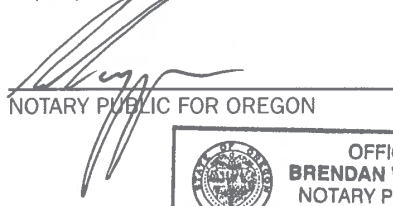
**Owner: City of Wilsonville**  
**Description: Notice of Budget Committee Meetings And Public Hearings Concerning State Shared Revenue**

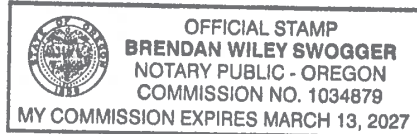
**Ad#: 384185**

A copy of which is hereto annexed, was published in the entire issue of said newspaper for 2 week(s) in the following issue(s):  
**04/22/2026, 04/29/2026**

  
Deseri Cerruti (Principal Clerk)

Subscribed and sworn to before me this 04/29/2026.

  
NOTARY PUBLIC FOR OREGON



Acct #: 108863  
**Attn: Katherine Smith**  
WILSONVILLE, CITY OF  
29799 SW TOWN CENTER LOOP E  
WILSONVILLE, OR 97070

**City of Wilsonville**  
**Notice of Budget Committee Meetings And Public Hearings Concerning State Shared Revenue**

The first public meeting of the Wilsonville Budget Committee of the City of Wilsonville, Clackamas and Washington County, State of Oregon, to discuss the budget for the fiscal year July 1, 2026 to June 30, 2027, will be held at the Wilsonville City Hall, 29799 SW Town Center Loop East, Wilsonville, Oregon. The meeting will take place on Wednesday, the 6th of May 2026 at 6:00 pm. Subsequent meetings are scheduled for Tuesday the 12th of May 2026 and Thursday, the 14th of May 2026 (if needed). All meetings begin at 6:00 pm and will also be held via Zoom web conferencing platform. The purpose is to receive the Budget Message and comments from the public on the budget. A copy of the budget document may be obtained by contacting City Recorder Kimberly Veliz at cityrecorder@wilsonvilleoregon.gov or by phone at (503) 570-1506 beginning the 1st of May 2026. A copy shall also be available on the City's web page, www.wilsonvilleoregon.gov. At the first meeting, the Budget Committee will hold a public hearing for the purpose of obtaining comments from the public on the proposed use of state shared revenues for fiscal year 2026-27, and on the proposed fiscal year 2026-27 budget.

These are public meetings where deliberation of the Budget Committee will take place. Any person may comment at the meeting(s) and provide written and oral comments discussing the proposed programs for fiscal year 2026-27 with the Budget Committee.

- Written comments may be submitted to the City Recorder (Wilsonville City Hall, 29799 SW Town Center Loop East, Wilsonville, OR 97070) and must be received by Wednesday, May 6, 2026 at 5:00 pm.
- Digital comments (email) may be submitted to cityrecorder@wilsonvilleoregon.gov by Wednesday, May 6, 2026 at 5:00 pm.
- Individuals may participate online through the Zoom web conferencing platform. To join the webinar visit: <https://us02web.zoom.us/j/88653337091>.
- Individuals may participate in the meeting via telephone dial: 1-312-626-6799 and enter Webinar ID # 886 5333 7091 when prompted. Please note that long-distance charges may apply.
- Contact City Recorder Kimberly Veliz at cityrecorder@wilsonvilleoregon.gov or by phone at (503) 570-1506 by Wednesday, May 6, 2026 at 5:00 pm to register.

Janna Troha  
Budget Officer  
City of Wilsonville

Publish April 22, 29, 2026

WS384185

# Public Notices/Legal Forms



PO Box 310 Gresham, OR 97030  
Phone: 503-684-0360 Fax: 503-620-3433  
E-mail: [legals@commnewspapers.com](mailto:legals@commnewspapers.com)

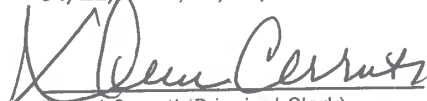
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**Owner: City of Wilsonville**  
**Description: Urban Renewal Agency**  
**Notice of Budget Committee Meetings**

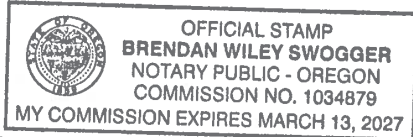
**Ad#: 384186**

A copy of which is hereto annexed, was published in the entire issue of said newspaper for 2 week(s) in the following issue(s):  
**04/22/2026, 04/29/2026**

  
Deseri Cerruti (Principal Clerk)

Subscribed and sworn to before me this  
04/29/2026

  
NOTARY PUBLIC FOR OREGON



Acct #: 108863  
**Attn: Katherine Smith**  
WILSONVILLE, CITY OF  
29799 SW TOWN CENTER LOOP E  
WILSONVILLE, OR 97070

## City of Wilsonville Urban Renewal Agency Notice of Budget Committee Meetings

The first public meeting of the Wilsonville Budget Committee of the City of Wilsonville Urban Renewal Agency, Clackamas and Washington County, State of Oregon, to discuss the budget for the fiscal year July 1, 2026 to June 30, 2027, will be held at the Wilsonville City Hall, 29799 SW Town Center Loop East, Wilsonville, Oregon. The meeting will take place on Tuesday, the 12th of May 2026 and Thursday the 14th of May 2026 (if needed). All meetings begin at 6:00 pm and will also be held via Zoom web conferencing platform. The purpose is to receive the Budget Message and comments from the public on the budget. A copy of the budget document may be obtained by contacting City Recorder Kimberly Veliz at [cityrecorder@wilsonvilleoregon.gov](mailto:cityrecorder@wilsonvilleoregon.gov) or by phone at (503) 570-1506 beginning the 1st of May 2026. A copy shall also be available on the City's web page, [www.wilsonvilleoregon.gov](http://www.wilsonvilleoregon.gov). At the first meeting, the Budget Committee will hold a public hearing for the purpose of obtaining comments from the public on the proposed fiscal year 2026-27 budget.

These are public meetings where deliberation of the Budget Committee will take place. Any person may comment at the meeting(s) and provide written and oral comments discussing the proposed programs for fiscal year 2026-27 with the Budget Committee.

- Written comments may be submitted to the City Recorder (Wilsonville City Hall, 29799 SW Town Center Loop East, Wilsonville, OR 97070) and must be received by Tuesday, May 12, 2026 at 5:00 pm.
- Digital comments (email) may be submitted to [cityrecorder@wilsonvilleoregon.gov](mailto:cityrecorder@wilsonvilleoregon.gov) by Tuesday, May 12, 2026 at 5:00 pm.
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Jeanna Troha  
Executive Director  
Urban Renewal Agency  
City of Wilsonville

Publish April 22, 29, 2026

WS384186

# Public Notices/Legal Forms



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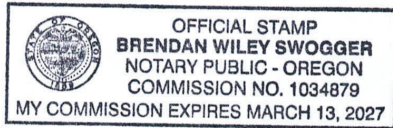
**Owner: City of Wilsonville**  
**Description: Form LB-1 FY27**  
**Ad#: 386620**

A copy of which is hereto annexed, was published in the entire issue of said newspaper for 1 week(s) in the following issue(s):  
**05/20/2026**

Deseri Cerruti (Principal Clerk)

Subscribed and sworn to before me this  
**05/20/2026**

NOTARY PUBLIC FOR OREGON



Acct #: 108863  
**Attn: Katherine Smith**  
 WILSONVILLE, CITY OF  
 29799 SW TOWN CENTER LOOP E  
 WILSONVILLE, OR 97070

### FORM LB-1 NOTICE OF BUDGET HEARING

A public meeting of the City of Wilsonville City Council will be held on June 1, 2026 at 7:00 p.m. at the City of Wilsonville City Hall, 29799 SW Town Center Loop E, Wilsonville, OR 97070. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2026 as approved by the City of Wilsonville Budget Committee. A summary of the budget is presented below and can be viewed at <https://www.wilsonvilleoregon.gov/finance/budget>. A copy of the budget may be inspected or obtained at City Hall, 29799 SW Town Center Loop E, Wilsonville, Oregon by appointment between the hours of 8:00 a.m. and 5:00 p.m. For appointment call 503-682-1011. This budget is for an annual budget period. This budget was prepared on a basis of accounting that is the same as used the preceding year.

Contact: Keith Katko Telephone: 503-570-1516 Email: katko@wilsonvilleoregon.gov

FINANCIAL SUMMARY - RESOURCES			
TOTAL OF ALL FUNDS	Actual Amount 2024-25	Adopted Budget This Year 2025-26	Approved Budget Next Year 2026-27
Beginning Fund Balance/Net Working Capital	138,336,261	114,163,850	103,922,124
Fees, Licenses, Permits, Fines, Assessments & Other Service Charges	50,451,197	47,444,022	54,471,293
Federal, State and All Other Grants, Gifts	14,066,480	13,758,757	27,379,227
Revenue from Bonds and Other Debt	0	10,500,000	10,750,000
Interfund Transfers / Internal Service Reimbursements	60,847,776	65,493,414	86,201,937
All Other Resources Except Property Taxes	6,567,460	4,215,650	4,609,400
Property Taxes Estimated to be Received	12,103,153	12,619,000	13,124,000
<b>Total Resources</b>	<b>\$282,372,335</b>	<b>\$268,194,693</b>	<b>\$300,457,981</b>

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION			
Personnel Services	24,352,053	28,614,230	29,962,240
Materials and Services	26,296,139	32,077,386	35,200,893
Capital Outlay	52,149,272	56,696,220	48,328,065
Debt Service	4,887,919	4,868,940	13,869,917
Interfund Transfers	58,550,784	63,439,106	75,285,280
Contingencies	0	54,071,912	64,495,865
Unappropriated Ending Balance and Reserved for Future Expenditure	116,136,168	28,426,899	33,315,721
<b>Total Requirements</b>	<b>\$282,372,335</b>	<b>\$268,194,693</b>	<b>\$300,457,981</b>

FINANCIAL SUMMARY - REQUIREMENTS BY ORGANIZATIONAL UNIT OR PROGRAM						
Name of Organizational Unit or Program	Amount	FTE	Amount	FTE	Amount	FTE
Administration	2,098,890	6.58	2,713,191	6.58	2,509,649	6.58
Finance	2,053,564	10.80	2,350,026	10.80	2,461,281	10.80
Information Technology/GIS	1,610,530	6.50	2,021,215	6.50	1,947,640	6.50
Legal	810,852	4.20	944,710	4.20	926,170	4.20
Human Resources & Risk Management	1,188,309	4.35	1,390,650	4.35	1,471,590	4.35
Community Development - Administration	618,002	2.00	562,690	2.00	777,730	2.00
Community Development - Engineering	2,373,158	13.50	2,872,890	13.50	2,931,814	13.50
Community Development - Planning	1,305,140	7.60	1,591,930	7.10	1,471,905	6.60
Community Development - Building Inspection	1,128,091	6.80	1,391,675	7.80	1,434,779	7.80
Public Works - Administration	823,506	4.50	1,178,310	4.50	1,229,490	4.50
Public Works - Facilities	2,122,137	12.75	2,315,294	12.75	2,454,493	12.75
Public Works - Roads	1,511,838	4.80	1,442,864	4.80	1,427,620	4.80
Public Works - Street Lighting	289,276	0.00	367,290	0.00	347,900	0.00
Public Works - Water Distribution	1,451,170	5.53	1,914,912	5.53	1,916,282	5.53
Public Works - Water Treatment Plant	3,810,631	0.00	6,328,442	0.00	7,322,935	0.00
Public Works - Wastewater Collection	976,899	3.63	1,402,192	3.63	1,460,326	3.63
Public Works - Wastewater Treatment Plant	3,183,024	0.00	3,947,430	0.00	4,294,900	0.00
Public Works - Stormwater Maintenance	1,057,040	3.54	1,374,824	3.54	1,405,952	3.54
Transit	8,263,437	46.38	9,844,118	51.38	10,158,914	51.38
Fleet Service	1,926,800	9.00	2,527,570	9.00	2,283,240	9.00
Parks and Recreation - General Services	2,109,213	9.45	2,245,194	9.45	2,370,846	9.45
Parks and Recreation - Parks Maintenance	2,615,093	14.13	2,964,012	14.13	3,133,015	14.13
Library	2,664,510	18.32	3,047,236	18.16	3,131,380	18.16
Law/Code Enforcement	6,781,038	1.00	7,852,424	1.00	8,808,276	1.00
Municipal Court	213,907	1.65	254,570	1.65	272,450	1.65
Non-Departmental / Non-Program	113,250,754	0	263,269,034	0	232,509,204	0
<b>Total Requirements &amp; FTE</b>	<b>\$166,236,168</b>	<b>197.01</b>	<b>\$268,194,693</b>	<b>202.35</b>	<b>\$300,457,981</b>	<b>201.85</b>

STATEMENT OF CHANGES IN ACTIVITIES AND SOURCES OF FINANCING	
The total proposed operating budget for 2026-27 consisting of personnel services, materials and services, and capital equipment purchases is \$67,948,777, up 4.7% from prior year. Personnel services include the reduction of 0.5 FTE. Materials and services include contractual increases in the City's wastewater treatment plant operations, water treatment plant operations, and law enforcement program. Capital outlay includes both capital equipment acquisitions and capital improvement (infrastructure) projects. The City is proposing a capital improvement project (CIP) budget of \$45,542,421. In Fiscal Year 2026-27 the City anticipates issuing new debt in the amount of \$10,750,000 for Sewer CIPs.	

PROPERTY TAX LEVIES			
	Rate or Amount Imposed	Rate or Amount Imposed	Rate or Amount Approved
Permanent Rate Levy (rate limit 2.5206 per \$1,000)	2.5206	2.5206	2.5206
Local Option Levy	0	0	0
Levy For General Obligation Bonds	\$0	\$0	\$0

STATEMENT OF INDEBTEDNESS		
LONG TERM DEBT	Estimated Debt Outstanding on July 1,	Estimated Debt Authorized, But Not Incurred on July 1
General Obligation Bonds	\$0	\$0
Other Bonds	\$31,027,700	\$10,750,000
Other Borrowings	\$9,123,810	\$0
<b>Total</b>	<b>\$40,151,510</b>	<b>\$10,750,000</b>

Published May 20, 2026

WS386620

# Public Notices/Legal Forms



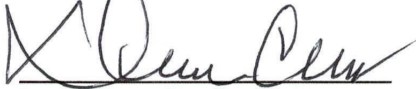
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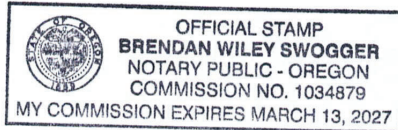
**Owner: City of Wilsonville**  
**Description: Form UR-1 FY27**  
**Ad#: 386622**

A copy of which is hereto annexed, was published in the entire issue of said newspaper for 1 week(s) in the following issue(s):  
**05/20/2026**

  
 Deseri Cerruti (Principal Clerk)

Subscribed and sworn to before me this  
 05/20/2026.

  
 NOTARY PUBLIC FOR OREGON



Acct #: 108863  
**Attn: Katherine Smith**  
 WILSONVILLE, CITY OF  
 29799 SW TOWN CENTER LOOP E  
 WILSONVILLE, OR 97070

### FORM UR-1 NOTICE OF BUDGET HEARING

A public meeting of the City of Wilsonville Urban Renewal Agency will be held on June 1, 2026 at 7:00 p.m. at the City of Wilsonville City Hall, 29799 SW Town Center Loop E, Wilsonville, OR 97070. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2026 as approved by the Urban Renewal Budget Committee. A summary of the budget is presented below and can be viewed at <https://www.wilsonvilleoregon.gov/finance/page/budget>. A copy of the budget may be inspected or obtained at City Hall, 29799 SW Town Center Loop E, Wilsonville, Oregon 97070, by appointment, between the hours of 8:00 a. m. and 5:00 p.m. For appointment call 503-682-1011 This budget is for an annual budget period. This budget was prepared on a basis of accounting that is the same as used the preceding year.

Contact: Keith Katko Telephone: 503-570-1516 Email: [katko@wilsonvilleoregon.gov](mailto:katko@wilsonvilleoregon.gov)

FINANCIAL SUMMARY - RESOURCES			
TOTAL OF ALL FUNDS	Actual Amount 2024-25	Adopted Budget This Year 2025-26	Approved Budget Next Year 2026-27
Beginning Fund Balance/Net Working Capital	7,239,878	6,770,691	4,621,553
Federal, State and All Other Grants	0	0	0
Revenue from Bonds and Other Debt	0	500,000	500,000
Interfund Transfers	0	0	0
All Other Resources Except Division of Tax & Special Levy	350,204	267,000	181,100
Revenue from Division of Tax	1,657,835	1,892,100	2,011,200
<b>Total Resources</b>	<b>\$9,247,917</b>	<b>\$9,429,791</b>	<b>\$7,313,853</b>

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION			
Materials and Services	1,263,568	1,785,104	1,601,004
Capital Outlay	464,874	3,481,000	3,690,000
Debt Service	278,115	780,000	780,000
Interagency Transfers	0	151,000	0
Contingencies	0	0	0
Unappropriated Ending Balance and Reserved for Future Expenditure	7,241,360	3,232,687	1,242,849
<b>Total Requirements</b>	<b>\$9,247,917</b>	<b>\$9,429,791</b>	<b>\$7,313,853</b>

FINANCIAL SUMMARY - REQUIREMENTS BY ORGANIZATIONAL UNIT OR PROGRAM					
Name of Organizational Unit or Program	Amount	FTE	Amount	FTE	Amount
West Side Plan	612,074	0	5,971,691	0	3,404,491
Coffee Creek Plan	414,119	0	2,284,000	0	2,734,362
Wilsonville Investment Now Plan	980,364	0	1,174,100	0	1,175,000
<b>Total Requirements &amp; FTE</b>	<b>\$2,006,557</b>	<b>0</b>	<b>\$9,429,791</b>	<b>0</b>	<b>\$7,313,853</b>

STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING	
The URA has two capital projects budgeted in 2026-27. The Westside Plan includes the Brown Road project. The Coffee Creek Plan includes the Day Road Sever Extension project. The Wilsonville Investment Now Plan includes a tax rebate distribution.	

STATEMENT OF INDEBTEDNESS		
LONG TERM DEBT	Estimated Debt Outstanding on July 1,	Estimated Debt Authorized, But Not Incurred on July 1
General Obligation Bonds	\$0	\$0
Other Bonds	\$2,614,017	\$0
Other Borrowings	\$0	\$500,000
<b>Total</b>	<b>\$2,614,017</b>	<b>\$500,000</b>

Publish May 20, 2026

WS386622

City website: <https://www.wilsonvilleoregon.gov/finance/page/budget>

## Budget

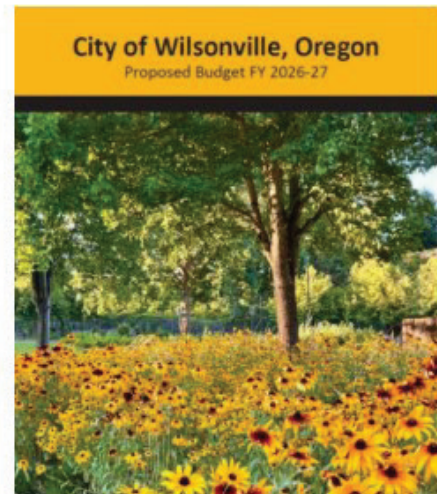
The Finance Department, in conjunction with the city's [Budget Committee](#), prepares the budget for each fiscal year, beginning annually on July 1.

### BUDGET COMMITTEE MEETINGS

- [Budget Committee Information](#)
- [Meeting Agendas](#)
- Budget Meetings: anticipated in May 2026

### PROPOSED BUDGET 2026-2027

The city's [Proposed Budget](#) includes several features to assist readers in finding information in the Adobe PDF version including bookmarks on the left side of the screen, an available search bar at the top of the screen and page links throughout the document. Page number references in the document lead to the corresponding budget page. This years budget also includes photos submitted from the [Let's Talk, Wilsonville! #BestofWilsonville Photo Contest](#).



### ADOPTED BUDGET 2025-2026

The city's [Adopted Budget](#) includes several features to assist readers in finding information in the Adobe PDF version including bookmarks on the left side of the screen, an available search bar at the top of the screen and page links throughout the document. Page number references in the document lead to the corresponding budget page. This years budget also includes photos submitted from the [Let's Talk, Wilsonville! #BestofWilsonville Photo Contest](#).

### PREVIOUS BUDGETS

Previous years budgets can be [downloaded](#) from the website.

### DISTINGUISHED BUDGET PRESENTATION AWARD

Since 1998, the Finance Department has continuously received the annual Distinguished Budget Presentation award for their budget documents. To receive the award, the city must prepare a document that is easy to read, discloses financial policies, and clearly explains where the resources come from and how they will be used. The budget must conform to some 90 criteria to be eligible for an award.

#### Supporting Documents

 [Proposed Budget 2026-2027](#) (33 MB)

# Public Notices/Legal Forms

## Notice of Property Tax and Certification of Intent to Impose a Tax, Fee, Assessment or Charge on Property

To assessor(s) of Clackamas and Washington County

**FORM OR-LB-50  
2026-2027**

Be sure to read instructions in the Notice of Property Tax Levy Forms and Instruction booklet

Check here if this is an amended form.

The City of Wilsonville has the responsibility and authority to place the following property tax, fee, charge or assessment on the tax roll of Clackamas and Washington County. The property tax, fee, charge or assessment is categorized as stated by this form.

29799 SW Town Center Lp E Wilsonville Oregon 97070 6/5/2026  
Mailing Address of District City State ZIP code Date  
Keith Katko Finance Director 503-570-1516 [katko@wilsonvilleoregon.gov](mailto:katko@wilsonvilleoregon.gov)  
Contact Person Title Daytime Telephone Contact Person E-Mail

**CERTIFICATION** - You **must** check one box if your district is subject to Local Budget Law.

- The tax rate or levy amounts certified in Part I are within the tax rate or levy amounts approved by the budget committee.
- The tax rate or levy amounts certified in Part I were changed by the governing body and republished as required in ORS 294.456.

**PART I: TAXES TO BE IMPOSED**

		Subject to General Government Limits			
		Rate -or- Dollar Amount			
1.	Rate per \$1,000 or Total dollar amount levied (within permanent rate limit) . . . . .	1	\$2.5206 rate	Excluded from <b>5 Limits</b> Measure	Dollar Amount of Bond Levy
2.	Local option operating tax . . . . .	2			
3.	Local option capital project tax . . . . .	3			
4.	City of Portland Levy for pension and disability obligations . . . . .	4			
5a.	Levy for bonded indebtedness from bonds approved by voters <b>prior</b> to October 6, 2001 . . . . .	5a.			
5b.	Levy for bonded indebtedness from bonds approved by voters <b>on or after</b> October 6, 2001 . . . . .	5b.			
5c.	Total levy for bonded indebtedness not subject to Measure 5 or Measure 50 (total of 5a + 5b) . . . . .	5c.		<b>0</b>	

**PART II: RATE LIMIT CERTIFICATION**

6.	Permanent rate limit in dollars and cents per \$1,000 . . . . .	6	<b>2.5206</b>
7.	Election date when your <b>new district</b> received voter approval for your permanent rate limit . . . . .	7	N/A
8.	<b>Estimated</b> permanent rate limit for newly <b>merged/consolidated district</b> . . . . .	8	N/A

**PART III: SCHEDULE OF LOCAL OPTION TAXES** - Enter all local option taxes on this schedule. If there are more than two taxes, attach a sheet showing the information for each.

Purpose (operating, capital project, or mixed)	Date voters approved local option ballot measure	First tax year levied	Final tax year to be levied	Tax amount -or- rate authorized per year by voters
N/A				

**Part IV. SPECIAL ASSESSMENTS, FEES AND CHARGES\***

Description	ORS Authority**	Subject to General Government Limitation	Excluded from Measure 5 Limitation
N/A			

\*If fees, charges, or assessments will be imposed on specific property within your district, you must attach a complete listing of properties, by assessor's account number, to which fees, charges, or assessments will be imposed. Show the fees, charges, or assessments uniformly imposed on the properties. If these amounts are not uniform, show the amount imposed on each property.

\*\*The ORS authority for putting these assessments on the roll must be completed if you have an entry in Part IV.

# Public Notices/Legal Forms

**FORM OR-UR-50**

**NOTICE TO ASSESSOR**

**2026-2027**

• Submit two (2) copies to county assessor by July 15.

Check here if this is an amended form.

**Notification**

\_\_\_\_\_ City of Wilsonville Urban Renewal Agency \_\_\_\_\_ authorizes its 2026-2027 ad valorem tax increment amounts  
(Agency Name)

by plan area for the tax roll of \_\_\_\_\_ Clackamas and Washington Counties \_\_\_\_\_  
(County Name)

\_\_\_\_\_ Keith Katko \_\_\_\_\_ 503-570-1516 \_\_\_\_\_ 06/05/2026 \_\_\_\_\_  
(Contact Person) (Telephone Number) (Date Submitted)

\_\_\_\_\_ 29799 SW Town Center Loop E, Wilsonville, OR 97070 \_\_\_\_\_ [katko@wilsonvilleoregon.gov](mailto:katko@wilsonvilleoregon.gov) \_\_\_\_\_  
(Agency's Mailing Address) (Contact Person's E-mail Address)

Yes, the agency has filed an impairment certificate by May 1 with the assessor (ORS 457.445).

**Part 1: Option One Plans (Reduced Rate).** [ORS 457.435(2)(a)]

Plan Area Name	Increment Value to Use*		100% from Division of Tax	Special Levy Amount**
	\$	OR	<input type="checkbox"/> Yes	\$
	\$	OR	<input type="checkbox"/> Yes	\$

**Part 2: Option Three Plans (Standard Rate).** [ORS 457.435(2)(c)]

Plan Area Name	Increment Value to Use***		100% from Division of Tax	Special Levy Amount****
	\$	OR		\$
	\$	OR		\$

**Part 3: Other Standard Rate Plans.** [ORS 457.445(2)]

Plan Area Name	Increment Value to Use*		100% from Division of Tax	
	\$	OR	<input type="checkbox"/> Yes	
	\$	OR	<input type="checkbox"/> Yes	

**Part 4: Other Reduced Rate Plans.** [ORS 457.445(6)]

Plan Area Name	Increment Value to Use*		100% from Division of Tax	
Coffee Creek Plan District	-	OR	<input checked="" type="checkbox"/> Yes	
	\$	OR	<input type="checkbox"/> Yes	

**Part 5: Permanent Rate Plans.** [ORS 445(7)]

Plan Area Name	Increment Value to Use*		100% from Division of Tax	
Twist Bioscience Plan Area	\$	OR	<input checked="" type="checkbox"/> Yes	
	\$	OR	<input type="checkbox"/> Yes	

**Notice to Assessor of Permanent Increase in Frozen Value.** Beginning tax year 2026-27, permanently increase frozen value to:

Plan Area Name	New frozen value \$

\* **All Plans except Option Three:** Enter amount of Increment Value to Use that is less than 100% Or check "Yes" to receive 100% of division of tax. Do NOT enter an amount of Increment Value to Use AND check "Yes".

\*\* If an **Option One plan** enters a Special Levy Amount, you MUST check "Yes" and NOT enter an amount of Increment to Use.

\*\*\* **Option Three plans** enter EITHER an amount of Increment Value to Use to raise less than the amount of division of tax stated in the 1998 ordinance under ORS 457.435(2)(c) OR the Amount from Division of Tax stated in the ordinance, NOT both.

\*\*\*\* If an **Option Three plan** requests both an amount of Increment Value to Use that will raise less than the amount of division of tax stated in the 1998 ordinance and a Special Levy Amount, the Special Levy Amount cannot exceed the amount available when the amount from division of tax stated in the ordinance is subtracted from the plan's Maximum Authority.