



# City of Wilsonville, Oregon

## Urban Renewal Agency

(a component of the City of Wilsonville, Oregon)

for the Fiscal Year Ended June 30, 2017



**URBAN RENEWAL AGENCY**  
**OF THE**  
**CITY OF WILSONVILLE**

*(A component unit of the City of Wilsonville, Oregon)*

**ANNUAL**  
**FINANCIAL**  
**REPORT**

**FOR THE FISCAL YEAR ENDED JUNE 30, 2017**

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# URBAN RENEWAL AGENCY OF THE CITY OF WILSONVILLE

*(A component unit of the City of Wilsonville, Oregon)*

## ANNUAL FINANCIAL REPORT FISCAL YEAR ENDING JUNE 30, 2017

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# URBAN RENEWAL AGENCY OF THE CITY OF WILSONVILLE

*(A component unit of the City of Wilsonville, Oregon)*

## Governing Body Under ORS 457

<u>Name</u>	<u>Position</u>	<u>Term Expires</u>
Tim Knapp	Agency Chair	December 31, 2020
Scott Starr	Member	December 31, 2018
Susie Stevens	Member	December 31, 2018
Charolette Lehan	Member	December 31, 2020
Kristin Akervall	Member	December 31, 2020

## Principal Officials

Bryan Cosgrove	Executive Director
Barbara Jacobson	City Attorney
Susan Cole	City Finance Director
Kim Veliz	City Recorder

## **Mailing Address**

29799 SW Town Center Loop, East  
Wilsonville, OR 97070-0220

[www.ci.wilsonville.or.us](http://www.ci.wilsonville.or.us)

## **INDEPENDENT AUDITOR'S REPORT**

The Agency Officials of the  
Urban Renewal Agency of the City of Wilsonville  
Wilsonville, Oregon

### **Report on the Financial Statements**

We have audited the accompanying financial statements of the governmental activities and each major fund of the Urban Renewal Agency of the City of Wilsonville, a component unit of the City of Wilsonville, Oregon, as of and for the year ended June 30, 2017, and the related notes to the financial statements, which collectively comprise the Urban Renewal Agency of the City of Wilsonville's basic financial statements as listed in the table of contents.

### **Management's Responsibility for the Financial Statements**

The Urban Renewal Agency of the City of Wilsonville's management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### **Auditor's Responsibility**

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

### **Opinions**

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the Urban Renewal Agency of the City of Wilsonville, as of June 30, 2017, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

## **Change in Accounting Principle**

As discussed in Note 4 to the financial statements, the Urban Renewal Agency of the City of Wilsonville adopted new accounting guidance, GASB Statement No. 77, Tax Abatement Disclosures. Our opinion is not modified with respect to this matter.

## **Other Matters**

### *Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the required supplementary information, such as management's discussion and analysis, as listed in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the management's discussion and analysis in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

### *Other Information*

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Urban Renewal Agency of the City of Wilsonville's basic financial statements. The introductory section and supplementary data are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The supplementary data, as listed in the table of contents, is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

The introductory section has not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on it.

## **Reports on Other Legal and Regulatory Requirements**

### **Other Reporting Required by Oregon Minimum Standards**

In accordance with Minimum Standards for Audits of Oregon Municipal Corporations, we have also issued our report dated November 21, 2017, on our consideration of the Urban Renewal Agency of the City of Wilsonville's compliance with certain provisions of laws and regulations, including the provisions of Oregon Revised Statutes as specified in Oregon Administrative Rules. The purpose of that report is to describe the scope of our testing of compliance and the results of that testing and not to provide an opinion on compliance.



For Merina & Company, LLP  
West Linn, Oregon  
November 21, 2017



**URBAN RENEWAL AGENCY OF THE CITY OF WILSONVILLE**  
**(a component of the City of Wilsonville, Oregon)**  
**Management's Discussion and Analysis**  
**For the Year Ended June 30, 2017**

As management of the City of Wilsonville's Urban Renewal Agency, we offer readers of the Agency's financial statements this narrative overview and analysis of the financial activities for the fiscal year ended June 30, 2017. The focus is on current year activities and should be read in conjunction with the financial statements that follow.

**REPORT LAYOUT**

The report consists of agency-wide statements, fund financial statements, notes to the statements, and supplementary information. The agency-wide statements include the Statement of Net Position and the Statement of Activities.

**Statements of Net Position** - The Statement of Net Position provides a focus on the unrestricted assets related to the Agency's governmental activities. This statement reflects capital assets including infrastructure and long-term liabilities for the Agency.

**Statements of Activities** - The Statement of Activities focuses on the program costs and their matching resources. General taxes are the primary resource for funding urban renewal programs. This Statement provides information on the changes to net position.

**Fund Statements** - Following the agency-wide statements is a section containing fund financial statements. The Agency presents each of its five funds as major funds. For each fund a Budgetary Comparison Schedule is presented.

**AGENCY AS A WHOLE**

**Statements of Net Position**

**TABLE 1**  
**NET POSITION AT JUNE 30, 2017 AND 2016**  
(in thousands)

	<b>Governmental Activities</b>	
	<b>2017</b>	<b>2016</b>
Cash and investments	\$ 29,003	\$ 24,410
Other assets	592	582
Capital assets	9,333	14,849
Total assets	<u>38,928</u>	<u>30,478</u>
Other liabilities	421	188
Long-term debt	34,651	35,192
Total liabilities	<u>35,072</u>	<u>33,300</u>
Net position:		
Net investment in capital assets	(25,318)	(15,935)
Restricted for debt service	19,024	12,510
Unrestricted (deficit)	10,150	6,720
Total net position	<u>\$ 3,856</u>	<u>\$ 3,295</u>

**Highlights of Net Position**

- Capital assets decreased \$5.5 million. The decrease was due primarily to the completion, and transfer to the City, of Barber Street (Kinsman to Coffee Lake) and Canyon Creek Road (Boeckman to Vlahos)

**URBAN RENEWAL AGENCY OF THE CITY OF WILSONVILLE**  
**(a component of the City of Wilsonville, Oregon)**  
**Management's Discussion and Analysis**  
**For the Year Ended June 30, 2017**

**Statements of Activities**

**TABLE 2**  
**FOR FISCAL YEARS ENDING JUNE 30, 2017 AND 2016**  
(in thousands)

	<b>Governmental Activities</b>	
	<b>2017</b>	<b>2016</b>
Program revenues		
Charges for services	\$ -	\$ -
General revenues		
Taxes	9,791	8,995
Interest	279	133
Other	127	879
Total revenues	10,197	10,007
Expenses		
General government	-	-
Community development	1,706	2,290
Interest on debt	1,345	1,431
Total expenses	3,051	3,721
Revenues over expenses	7,146	6,286
Transfer of capital assets		
to primary government	(6,585)	(169)
Change in net position	561	6,117
Beginning net position (deficit)	3,295	(2,822)
Ending net position (deficit)	\$ 3,856	\$ 3,295

**Highlights of Activities**

Tax increment revenue totaled \$9.7 million and is restricted to repayment of debt. This revenue is up 8.8% from the prior year, reflecting the 3% legislative cap in assessed value and increased valuation due to new development in the Districts. The primary area of growth was in the West Side Plan.

The Agency transferred \$6.5 million of capital improvements to the City. These assets consisted of capital improvement projects funded with urban renewal monies that are either completed or not capitalizable. Completed capitalized projects transferred include Barber street and Canyon Creek Road.

**Budgetary Highlights**

The Agency's adopted budget was amended three times during the fiscal year. The first amendment increased the West Side District budget by \$56,400 for the project management costs associated for Tooze Rd-110<sup>th</sup> to Grahams Ferry Rd and the Year 2000 Plan \$20,000 for the Town Center Concept Plan project. The second amendment increased the Plan 2000 District budget by an additional \$80,000 for the Town Center Concept Plan. The third amendment increased the Year 2000 Capital projects fund \$80,000 for Town Center Concept Plan project management fees.

**URBAN RENEWAL AGENCY OF THE CITY OF WILSONVILLE**  
**(a component of the City of Wilsonville, Oregon)**  
**Management's Discussion and Analysis**  
**For the Year Ended June 30, 2017**

**CAPITAL ASSETS AND DEBT ADMINISTRATION**

**Capital Assets**

As of June 30, 2017 the Agency had invested \$9.3 million in capital assets as reflected in the following table.

**TABLE 3**  
**CAPITAL ASSETS AT JUNE 30, 2017 AND 2016**  
(in thousands)

	<b>Governmental Activities</b>	
	<b>2017</b>	<b>2016</b>
Land	\$ 7,163	\$ 7,163
Buildings & improvements	1,062	1,127
Construction in progress	1,108	6,559
Total	\$ 9,333	\$ 14,849

The Agency completed two major roadways in fiscal year 2017, resulting in a significant reduction in construction in progress. Generally, at the completion of a project the capital assets are transferred to the City at cost. Property and buildings not open for general public use or held by the Agency for future development remain as assets of the Agency.

As of June 30, 2017, land held includes possible future park and recreation sites. The Year 2000 Plan District includes property acquired in a prior year from the Wesleyan Church and property north of City Hall which is held for future development. The West Side District includes property acquired in the Villebois area. Construction in progress is predominately related to improvements under construction on various road projects included in the Tooze Rd project as well as the East West Connector. Additional information about the Agency's capital assets and depreciation can be found beginning on page 25 in the Notes to the Basic Financial Statements.

**Debt Outstanding**

As of year-end, the Agency had \$33.1 million in debt outstanding, \$2.1 million less than the prior year. Of the outstanding debt, \$5.9 million is from the Year 2000 Plan District, and the remaining \$27.2 million is from the West Side District. For more detailed information on the Agency's debt and amortization terms refer to pages 31-33 of the Notes to the Basic Financial Statements.

The table below presents outstanding debt by district.

**TABLE 4**  
**DEBT OUTSTANDING AT JUNE 30, 2017 AND 2016**  
(in thousands)

	<b>Governmental Activities</b>	
	<b>2017</b>	<b>2016</b>
<b>West Side District:</b>		
Series 2013 Credit Facility	\$ 5,980	\$ 6,255
Series 2012 Credit Facility	6,460	6,790
Series 2009 Bonds	6,935	7,370
Series 2011 Credit Facility	3,915	4,115
Series 2015 A- Taxable	3,479	3,864
Series 2016 B Non-Taxable	464	608
<b>Year 2000 Plan District:</b>		
Series 2009 Bonds	5,860	6,190
	\$ 33,093	\$ 35,192

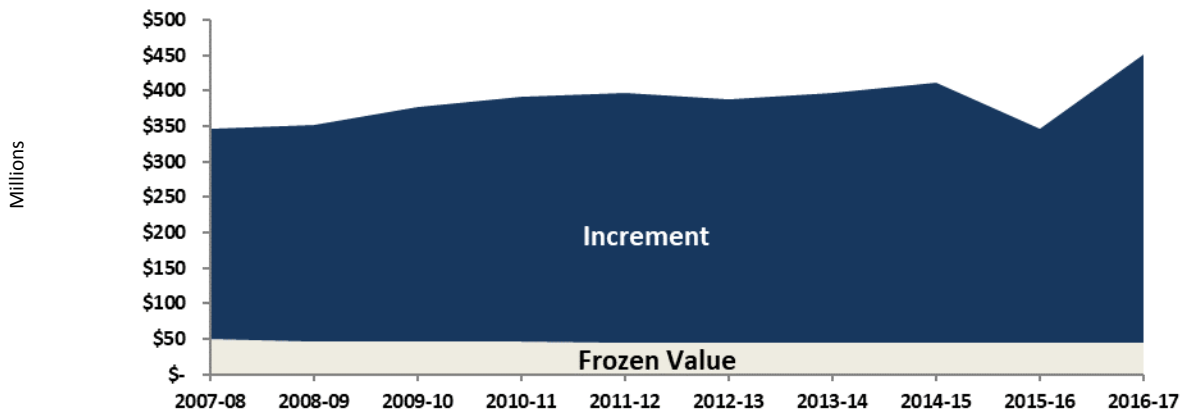
**URBAN RENEWAL AGENCY OF THE CITY OF WILSONVILLE**  
**(a component of the City of Wilsonville, Oregon)**  
**Management's Discussion and Analysis**  
**For the Year Ended June 30, 2017**

**ECONOMIC FACTORS**

The Urban Renewal Agency continues to be an important partner in economic development within the City of Wilsonville, providing necessary infrastructure improvements to support continued growth and quality of service to those within the Agency's boundaries. Increasing property values within the boundaries of the Agency translate into increasing tax increment revenue available. That tax increment revenue is then used to pay debt service on bonds issued to fund projects and improvements. The following tables illustrate the growth of assessed values within the Agency's two districts.

**Year 2000 Plan District**

**TABLE 5**  
**YEAR 2000 PLAN ASSESSED VALUES**  
 (by component)

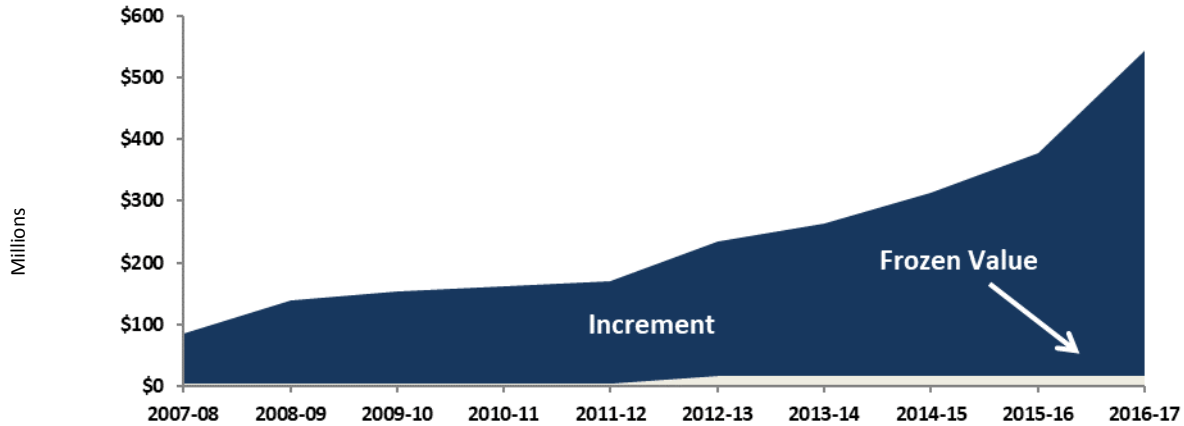


For many years the Year 2000 Plan District has enjoyed a continuous growth in its incremental value. In 2004-05 the Board approved the removal of certain taxable properties from the District. Since then other removals have occurred, each reduction with the intent to limit tax increment revenues to approximately \$4 million per year. Beginning in fiscal year 2010-11 the Agency chose to under levy to achieve the \$4 million level. This level is sufficient to cover debt service requirements for existing and planned future debt.

URBAN RENEWAL AGENCY OF THE CITY OF WILSONVILLE  
(a component of the City of Wilsonville, Oregon)  
Management's Discussion and Analysis  
For the Year Ended June 30, 2017

West Side District

TABLE 6  
WEST SIDE DISTRICT ASSESSED VALUES  
(by component)



In October 2003, the Urban Renewal Board created a new district known as the West Side Urban Renewal Area. As the graph illustrates, the District has experienced rapid growth in assessed value. The tax from the new growth is used to pay the debt service of the District. The increase in the frozen value in 2009-10 is due to the addition of approximately 60 acres to the District including the property on which a Fred Meyer development is located.

**FINANCIAL CONTACT**

The Agency's financial statements are designed to present users (citizens, taxpayers, customers, investors and creditors) with a general overview of the Agency's finances and to demonstrate the Agency's accountability. If you have questions about the report or need additional financial information, you should contact the Agency's Finance Director at 29799 SW Town Center Loop E, Wilsonville, Oregon 97070 or via email to [cole@ci.wilsonville.or.us](mailto:cole@ci.wilsonville.or.us). Financial information for current and prior years is also available at [www.ci.wilsonville.or.us](http://www.ci.wilsonville.or.us).

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**BASIC  
FINANCIAL  
STATEMENTS**

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**URBAN RENEWAL AGENCY OF THE CITY OF WILSONVILLE**

*(a component unit of the City of Wilsonville, Oregon)*

**Statement of Net Position**

*June 30, 2017*

	<b>Governmental Activities</b>
<b>ASSETS</b>	
Cash and investments	\$ 24,940,136
Receivables	591,977
Restricted cash and investments	4,063,427
Capital assets:	
Land, non-depreciable assets, and construction in progress	8,271,016
Other capital assets, net of depreciation	1,061,584
Total assets	<u>38,928,140</u>
<b>LIABILITIES</b>	
Accounts payable	299,181
Other accrued liabilities	1,573,280
Interest payable	106,370
Noncurrent liabilities:	
Due within one year	2,179,765
Due in more than one year	30,913,709
Total liabilities	<u>35,072,305</u>
<b>NET POSITION</b>	
Net investment in capital assets	(23,760,874)
Restricted for debt service	19,024,073
Unrestricted	8,592,636
Total net position	<u>\$ 3,855,835</u>

The notes to the financial statements are an integral part of this statement.



**URBAN RENEWAL AGENCY OF THE CITY OF WILSONVILLE**

*(a component unit of the City of Wilsonville, Oregon)*

**Statement of Activities**

*For the fiscal year ended June 30, 2017*

<b>Functions/Programs</b>	<b>Expenses</b>	<b>Net (Expense) Revenue and Change in Net Position</b>
Governmental activities:		
Community development	\$ 1,705,558	\$ (1,705,558)
Interest on long-term debt	1,345,269	(1,345,269)
Total governmental activities	<u>\$ 3,050,827</u>	<u>(3,050,827)</u>
General revenues:		
Property taxes, levied for debt service		9,790,844
Investment revenue		278,972
Other revenue		126,898
Total general revenues		<u>10,196,714</u>
Transfer of capital assets to primary government		<u>(6,584,848)</u>
Total general revenues and transfers		<u>3,611,866</u>
Change in net position		561,039
Prior period adjustment		-
Net position (deficit) - beginning		<u>3,294,796</u>
Net position (deficit) - ending		<u>\$ 3,855,835</u>

The notes to the financial statements are an integral part of this statement.

**URBAN RENEWAL AGENCY OF THE CITY OF WILSONVILLE**

*(a component unit of the City of Wilsonville, Oregon)*

**Balance Sheet**

**Governmental Funds**

*June 30, 2017*

	West Side Plan			Year 2000 Plan			Total Governmental Funds
	Debt Service	Capital Projects	Program Income	Debt Service	Capital Projects	Program Income	
<b>ASSETS</b>							
Cash and investments	\$ 6,694,448	\$ 1,188,620	\$ 4,807,926	\$ 8,355,797	\$ 1,852,357	\$ 2,040,988	\$ 24,940,136
Interest receivable	12,023			11,578			23,601
Accounts receivable							-
Property taxes receivable	288,510			279,866			568,376
Cash and investments - restricted	2,778,826	670,677	5,676	603,025	5,223		4,063,427
<b>Total assets</b>	<b>\$ 9,773,807</b>	<b>\$ 1,859,297</b>	<b>\$ 4,813,602</b>	<b>\$ 9,250,266</b>	<b>\$ 1,857,580</b>	<b>\$ 2,040,988</b>	<b>\$ 29,595,540</b>
<b>LIABILITIES</b>							
Accounts payable	\$ -	\$ 248,375	\$ 2,111	\$ -	\$ 48,695	\$ -	\$ 299,181
Other accrued liabilities	-			-	-	15,612	15,612
Development charge payable	-	1,557,668		-	-	-	1,557,668
<b>Total liabilities</b>	<b>-</b>	<b>1,806,043</b>	<b>2,111</b>	<b>-</b>	<b>48,695</b>	<b>15,612</b>	<b>1,872,461</b>
<b>DEFERRED INFLOWS OF RESOURCES</b>							
Unavailable revenue - property taxes	255,800	-	-	253,699	-	-	509,499
<b>FUND BALANCES</b>							
Restricted	9,518,007	-	-	8,996,567	-	-	18,514,574
Assigned	-	53,254	4,811,491	-	1,808,885	2,025,376	8,699,006
<b>Total fund balances</b>	<b>9,518,007</b>	<b>53,254</b>	<b>4,811,491</b>	<b>8,996,567</b>	<b>1,808,885</b>	<b>2,025,376</b>	<b>27,213,580</b>
<b>Total liabilities and fund balances</b>	<b>\$ 9,773,807</b>	<b>\$ 1,859,297</b>	<b>\$ 4,813,602</b>	<b>\$ 9,250,266</b>	<b>\$ 1,857,580</b>	<b>\$ 2,040,988</b>	

Amounts reported for governmental activities in the Statement of Net Position are different because:

Capital assets used in governmental activities are not financial resources and are therefore not reported in the funds	9,332,600
Deferred inflows - property taxes earned but unavailable - are reported in the funds	509,499
Long-term liabilities, including bonds payable, are not due and payable in the current period and are therefore not reported in the funds:	
Notes and bonds	(33,093,474)
Interest on long-term debt	(106,370)
<b>Net Position of Governmental Activities</b>	<b>\$ 3,855,835</b>

The notes to the financial statements are an integral part of this statement.

**URBAN RENEWAL AGENCY OF WILSONVILLE**  
*(a component unit of the City of Wilsonville, Oregon)*  
**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**Governmental Funds**  
*For the fiscal year ended June 30, 2017*

	West Side Plan			Year 2000 Plan			Total Governmental Funds
	Debt Service Fund	Capital Projects Fund	Program Income Fund	Debt Service Fund	Capital Projects Fund	Program Income Fund	
<b>REVENUES</b>							
Taxes	\$ 5,705,108	\$ -	\$ -	\$ 4,055,840	\$ -	\$ -	\$ 9,760,948
Investment revenue	123,753	15,122	40,227	55,599	29,090	15,181	278,972
Other revenues	-	-	-	-	-	126,898	126,898
Total revenues	<u>5,828,861</u>	<u>15,122</u>	<u>40,227</u>	<u>4,111,439</u>	<u>29,090</u>	<u>142,079</u>	<u>10,166,818</u>
<b>EXPENDITURES</b>							
Current operating:							
Community development	-	1,276,223	56,500	-	555,246	6,538	1,894,507
Debt service:							
Principal	1,768,994	-	-	330,000	-	-	2,098,994
Interest	1,094,277	-	-	263,075	-	-	1,357,352
Capital outlay	-	265,047	120,365	-	493,862	-	879,274
Total expenditures	<u>2,863,271</u>	<u>1,541,270</u>	<u>176,865</u>	<u>593,075</u>	<u>1,049,108</u>	<u>6,538</u>	<u>6,230,127</u>
Excess (deficiency) of revenues over (under) expenditures	2,965,590	(1,526,148)	(136,638)	3,518,364	(1,020,018)	135,541	3,936,691
Fund balance--beginning	<u>6,552,417</u>	<u>1,579,402</u>	<u>4,948,129</u>	<u>5,478,203</u>	<u>2,828,903</u>	<u>1,889,835</u>	<u>23,276,889</u>
Fund balance--ending	<u>\$ 9,518,007</u>	<u>\$ 53,254</u>	<u>\$ 4,811,491</u>	<u>\$ 8,996,567</u>	<u>\$ 1,808,885</u>	<u>\$ 2,025,376</u>	<u>\$ 27,213,580</u>

The notes to the financial statements are an integral part of this statement.

**URBAN RENEWAL AGENCY OF THE CITY OF WILSONVILLE**  
*(a component unit of the City of Wilsonville, Oregon)*  
**Reconciliation of the Statement of Revenues,  
Expenditures, and Changes in Fund Balances of Governmental Funds to the  
Statement of Activities**  
*For the fiscal year ended June 30, 2017*

Net change in fund balances--total governmental funds	\$	3,936,691
 <i>Amounts reported for governmental activities in the Statement of Activities are different because:</i>		
 Governmental funds report capital outlays as expenditures while governmental activities report additions to capital assets		
Expenditures for capital assets	\$ 879,274	
Less current year depreciation	<u>(65,770)</u>	813,504
 Various other transactions involving capital assets increase or decrease net assets		
Sold or disposed assets		(1,030,060)
Capitalized overhead costs		254,719
Transfer of completed capital assets to primary government		(5,554,788)
 Revenues in the Statement of Activities that do not provide current financial resources are not reported as revenues in the funds.		
Property taxes		29,896
 Repayment of bond principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the Statement of Net Position.		
Bond and loan proceeds		
Principal payments		2,098,994
 Some expenses reported in the Statement of Activities do not require the use of current financial resources and therefore are not reported as expenditures in governmental funds.		
Accrued interest		12,083
Change in Net Position of Governmental Activities	<u>\$</u>	<u>561,039</u>

The notes to the financial statements are an integral part of this statement.

**NOTES TO  
BASIC FINANCIAL STATEMENTS**

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**URBAN RENEWAL AGENCY OF THE CITY OF WILSONVILLE**

*(a component unit of the City of Wilsonville, Oregon)*

**Notes to the Basic Financial Statements**

*June 30, 2017*

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The financial statements for the Urban Renewal Agency have been prepared in accordance with accounting principles generally accepted in the United States of America (GAAP). GAAP statements include all relevant Governmental Accounting Standards Board (GASB) pronouncements.

***The Agency***

The Urban Renewal Agency, a component unit of the City of Wilsonville, Oregon, was organized on June 4, 1990 and commenced operations during Fiscal Year 1993 under the provisions of Oregon Revised Statutes, Chapter 457 (ORS 457), to provide for rehabilitation of blighted and deteriorated areas within the City's designated urban renewal areas. As provided by ORS 457, the Wilsonville City Council comprises the Urban Renewal Agency's Board. The principal funding source is from bond sales, which are repaid from tax increment revenues and interest earnings. Project management and administration are performed by City personnel.

The Agency is a legally separate entity governed by the Agency's Board. The City Council has the ability to impose its will over the Agency as determined on the basis of budget adoption, taxing authority and funding for the Agency. Therefore, under the criteria of the Governmental Accounting Standards Board, the Agency is considered a component unit of the City of Wilsonville and the Agency's financial activities are included as a blended component unit in the basic financial statements of the City.

The Agency has no potential component units.

***Basic Financial Statements***

The Agency's financial operations are presented at both the agency-wide and fund financial levels. All activities of the Agency are categorized as governmental activities.

*The agency-wide financial statements* display information about the Urban Renewal Agency as a whole. The focus is on its sustainability. As such, the reporting presents the change in the aggregate financial position of the Agency, resulting from the activities of the fiscal period. These aggregated statements consist of the Statement of Net Position and the Statement of Activities.

The Statement of Net Position demonstrates the Agency's financial position by displaying the difference between its total assets and total liabilities. The net position is further subdivided into two categories: restricted for debt service and unrestricted.

The Statement of Activities demonstrates the degree to which the direct expenses of a given function are offset by program revenues. Direct expenses and revenues are clearly identifiable with a specific function. All costs are supported by general revenues which include property taxes and interest earnings.

Fund financial statements display information at the individual fund level. Each fund is considered to be a separate accounting entity. Funds are classified and summarized as governmental, proprietary and fiduciary activities. Currently, the Agency has only governmental fund types.

***Basis of Presentation***

The financial transactions of the Agency are recorded in individual funds. Each fund is accounted for by providing a separate set of self-balancing accounts that comprises its assets, liabilities, reserves, fund equity, revenues and expenditures/expenses. The various funds are reported by generic classification within the financial statements.

## URBAN RENEWAL AGENCY OF THE CITY OF WILSONVILLE

(a component unit of the City of Wilsonville, Oregon)

### Notes to the Basic Financial Statements

June 30, 2017

GAAP set forth minimum criteria (percentage of the assets, liabilities, revenues or expenditures/expenses of either fund category or the governmental and enterprise combined) for the determination of major funds. For purposes of presentation, each of the Agency's funds is presented as a major fund.

**Debt Service Funds** - Account for the accumulation of resources and payment of principal and interest on the Urban Renewal Bonds. The principal sources of revenue are tax increment revenues and interest earnings.

**Capital Projects Funds** - Account for the acquisition and development of capital assets. The principal revenue sources are bond proceeds and interest earnings.

**Program Income Fund** - Accounts for Urban Renewal projects funded from program income.

### **Measurement Focus and Basis of Accounting**

Measurement focus is a term used to describe *which* transactions are recorded within the various financial statements. Basis of accounting refers to *when* transactions are recorded, regardless of the measurement focus.

The *Agency-wide Financial Statements* are presented on a *full accrual* basis of accounting with an *economic resource* measurement focus. An economic resource focus concentrates on an entity or fund's net position. All transactions and events that affect the total economic resources (net position) during the period are reported. An economic resources measurement focus is inextricably connected with full accrual accounting. Under the full accrual basis of accounting, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred, regardless of the timing of related cash inflows and outflows.

The *Fund Financial Statements* are presented on a *modified accrual* basis of accounting with a *current financial resource* measurement focus. This measurement focus concentrates on the fund's resources available for spending in the near future. Only transactions and events affecting the fund's current financial resources during the period are reported. Similar to the connection between an economic resource measurement focus and full accrual accounting, a current financial resource measurement focus is inseparable from a modified accrual basis of accounting. Under modified accrual accounting, revenues are recognized as soon as they are both measurable and available. Revenues are considered to be *available* when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the Agency considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under full accrual accounting.

Since the governmental fund statements are presented on a different measurement focus and basis of accounting than the agency-wide statements, reconciliations are provided to explain the differences between the fund financial statements and the agency-wide statements.

### **Assets, Liabilities, deferred inflows or resources, and net position/fund balance**

#### **Cash and Investments**

Cash and cash equivalents include cash on hand, demand deposits, short-term investments with original or remaining maturities of three months or less when purchased, and cash and investments in the investment pool maintained by the Agency. Investments are stated at the mark to market rate.

#### **Receivables and Payables**

Property taxes are levied and become a lien on July 1. Collection dates are November 15, February 15 and May 15 following the lien date. Discounts are allowed if the amount due is received by November 15 or February 15. Taxes unpaid and outstanding on May 16 are considered delinquent. All property taxes receivable are due from property owners within the urban renewal area.

**URBAN RENEWAL AGENCY OF THE CITY OF WILSONVILLE**

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*June 30, 2017*

In the fund financial statements, property taxes receivable that have been collected within 60 days of fiscal year-end are considered measurable and available and are recognized as revenue. The remaining balance is recorded as a deferred inflow of resource as it is deemed unavailable to finance operations of the current period. An allowance for doubtful accounts is not deemed necessary, as uncollectible taxes become a lien on the property. In the agency-wide financial statements, property taxes receivable are recognized as revenue when earned.

**Capital Assets**

Capital assets which include property and infrastructure (e.g. roads, pathways, street lights, parks, etc.) are reported in the Agency financial statements. Capital assets are defined by the Agency as assets with an initial individual cost of \$5,000 or more, and an estimated useful life of greater than five years. Additions or improvements and other capital outlays that significantly extend the useful life of an asset, or that significantly increase the capacity of an asset are capitalized. Costs incurred for repairs and maintenance are expensed as incurred.

Assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated assets are recorded at estimated fair value as of the date of donation. In the governmental fund statements, capital assets are charged to expenditures as purchased.

Generally, when construction projects are completed, the project's capital assets are transferred from the Agency to the City of Wilsonville at cost. Land and related improvements are transferred from the Agency to the City when the property has been developed and open for public use. Proceeds from the sale of capital assets held by the Agency are recognized as program income within the Agency. Once transferred to the City any subsequent sale is recognized and reported by the City.

Depreciation on exhaustible assets is recorded as an allocated expense in the Statement of Activities with accumulated depreciation reflected in the Statement of Net Position, and is provided on the straight-line basis over the following estimated useful lives:

<b><u>ASSET</u></b>	<b><u>YEARS</u></b>
Buildings and improvements	25-40
Improvements other than buildings	10-20
Infrastructure	20-40

One-half year of depreciation is taken in the year the assets are acquired or retired. Gains or losses from sales or retirements of capital assets are included in operations of the current period.

**Long-Term Debt**

In the agency-wide financial statements, long-term debt is reported as a liability of the governmental activities in the Statement of Net Position. Bonds payable are reported net of the applicable bond premium or discount. Bond issuance costs are treated as period costs in the year of issue and are shown as other financing uses.

In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs, during the current period. The face amount of debt issued is reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

**Use of Estimates**

In preparing the Agency's financial statements, management is required to make estimates and assumptions that affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.



## URBAN RENEWAL AGENCY OF THE CITY OF WILSONVILLE

(a component unit of the City of Wilsonville, Oregon)

### Notes to the Basic Financial Statements

June 30, 2017

#### **Deferred Outflows/Inflows of Resources**

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will *not* be recognized as an inflow of resources (revenue) until that time.

#### **Net Position Flow Assumption**

Sometimes the Agency will fund outlays for a particular purpose from both restricted (e.g., restricted bond or grant proceeds) and unrestricted resources. In order to calculate the amounts to report as restricted – net position and unrestricted – net position in the agency-wide financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the agency's policy to consider restricted – net position to have been depleted before unrestricted – net position is applied.

#### **Fund Balance Flow Assumptions**

Sometimes the government will fund outlays for a particular purpose from both restricted and unrestricted resources (the total of committed, assigned, and unassigned fund balance). In order to calculate the amounts to report as restricted, committed, assigned, and unassigned fund balance in the governmental fund financial statements a flow assumption must be made about the order in which the resources are considered to be applied. It is the agency's policy to consider restricted fund balance to have been depleted before using any of the components of unrestricted fund balance. Further, when the components of unrestricted fund balance can be used for the same purpose, committed fund balance is depleted first, followed by assigned fund balance. Unassigned fund balance is applied last.

#### **Fund Balance**

In the fund financial statements, the fund balance for governmental funds is reported in classifications that comprise a hierarchy based primarily on the extent to which the government is bound to honor constraints on the specific purposes for which amounts in those funds can be spent. These fund balances categories are:

- *Non-spendable:* Includes resources that are either in a non-spendable form or legally or contractually required to be maintained intact. Resources in non-spendable form include inventories, prepaids and deposits, and assets held for resale.
- *Restricted:* Includes resources that are restricted by external creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments; or imposed by law through constitutional provisions or enabling legislation.
- *Committed:* Includes amounts that can only be used for the specific purposes determined by a resolution approved by the Agency governing body. Commitments may be established, modified, or rescinded only through an approved resolution by the Agency's governing body.
- *Assigned:* Represents amounts that reflect the Agency's intended use of resources. Authority to classify a portion of fund balance as assigned is explicitly granted to the Agency Board of Directors, City Manager, and the Finance Director as part of the yearly budget resolution passed and approved by the Urban Renewal Agency, Board of Directors.
- *Unassigned:* This classification is used to report any deficit fund balance amounts.

**URBAN RENEWAL AGENCY OF THE CITY OF WILSONVILLE**

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**Notes to the Basic Financial Statements**

*June 30, 2017*

Fund balance by classification for the year ended June 30, 2017 is as follows:

Fund balances	West Side Plan			Year 2000 Plan		
	Debt Service	Capital Projects	Program Income	Debt Service	Capital Projects	Program Income
Restricted:						
Bond covenants	\$ 2,714,528	\$ -	\$ -	\$ 603,025	\$ -	\$ -
Capital projects	-	-	-	-	-	-
Debt service	6,803,479	-	-	8,393,542	-	-
Assigned:						
Capital projects	-	53,254	-	-	1,808,885	-
Other purposes	-	-	4,811,491	-	-	2,025,376
Unassigned	-	-	-	-	-	-
	<u>\$ 9,518,007</u>	<u>\$ 53,254</u>	<u>\$ 4,811,491</u>	<u>\$ 8,996,567</u>	<u>\$ 1,808,885</u>	<u>\$ 2,025,376</u>

**2. STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY**

***Budgetary Information***

Annual budgets for Agency funds are adopted in accordance with Oregon Revised Statutes (ORS 294 – Local Budget Law). The process under which the budget is adopted is described below.

Each May, the proposed budget is submitted to the Budget Committee (consisting of the Agency Board members and an equal number of appointed citizens). The Agency is required to budget all funds. The budget is prepared for each fund on the modified accrual basis of accounting in accordance with state budget laws. Estimated revenues and expenditures are budgeted for by fund, program and object. Information on the past two years’ actual revenues, expenditures, and ending fund balances, as well as current year estimates, are included in the budget document.

The Budget Committee conducts public hearings for the purpose of obtaining citizens’ comments, and then approves a budget and submits it to the Agency Board for final adoption. The approved expenditures for each fund may not be increased by more than 10% by the Board without additional public hearings and notice requirements. After the Board adopts the budget and certifies the total of ad valorem taxes to be levied, no additional tax levy may be made for that fiscal year.

The Board legally adopts the budget by resolution before July 1. The resolution establishes appropriations for each fund and expenditures cannot legally exceed these appropriations. The budgets are adopted and monitored at the program level with the exception of contingency, debt service and transfers out. The exceptions are adopted and monitored at the object group level. Appropriations lapse as of year-end.

The Board may change the budget throughout the year by transferring appropriations between levels of control and by adopting supplemental budgets as authorized by Oregon Revised Statutes. Additional resources that are unexpected may be added to the budget through the use of a supplemental budget, which requires publication in a local newspaper, a public hearing and approval by the Board. Expenditure appropriations may not be legally exceeded except in the case of grant receipts which could not be reasonably estimated at the time the budget was adopted, and for debt service on new debt issued during the budget year. During the fiscal year ended June 30, 2017, the Urban Renewal Agency Board approved three supplemental resolutions. The supplementals included increases to various capital projects and the related project management fees. The additional increases to the budget were offset by a decrease in contingency.

***Excess of Expenditures Over Appropriations***

There were no excess of expenditures over appropriations for the fiscal year.

**URBAN RENEWAL AGENCY OF THE CITY OF WILSONVILLE**

*(a component unit of the City of Wilsonville, Oregon)*

**Notes to the Basic Financial Statements**

*June 30, 2017*

**3. DETAILED NOTES ON ALL FUNDS**

***Cash and Investments***

Cash and investments are comprised of the following:

Deposits with financial institutions		\$ 904,802
Investments:		
Commercial paper and corporate bonds	\$ 15,266,169	
Local government investment pool	<u>12,832,592</u>	
Investments		<u>28,098,761</u>
Total pooled cash and investments		<u>\$ 29,003,563</u>

Cash and investments are reflected on the balance sheet as follows:

Cash and investments	\$ 24,940,136
Cash and investments - restricted assets	<u>4,063,427</u>
	<u>\$ 29,003,563</u>

The Agency participates in the State of Oregon Local Investment Pool (LGIP or Pool) which is an open-ended, no-load diversified portfolio created under ORS 294.805 to 294.895 and is not registered with the U.S. Securities and Exchange Commission as an investment company. The State Treasurer is the investment officer for the Pool and is responsible for all funds in the Pool. These funds must be invested and managed, like that of a prudent investor, exercising reasonable care, skill, and caution. Investments in the fund are further governed by portfolio guidelines issued by the Oregon Short-term Funds Board, which establish diversification percentages and specify the types and maturities of investments. The Oregon Audits Division of the Secretary of State's Office audits the Pool annually. The Division's report on the Pool as of and for the year ended June 30, 2016 was unqualified and may be obtained at the Oregon State Treasury, 350 Winter St. NE, Ste 100, Salem, OR 97310.

The Agency's position in pool at June 30, 2017 is stated at cost which approximates fair value. The Agency categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure fair value of an asset. Level 1 inputs are quoted prices in active markets for identical assets. All investments are valued using quoted market prices (Level 1 inputs).

<u>US Agency Corporations (Level 1)</u>	<u>Commercial Paper And Corporate Bonds (Level 2)</u>	<u>Local Government Investment Pool (Level 2)*</u>
\$7,942,839	\$ 7,323,330	\$12,832,592

***Deposits***

The Agency's cash is pooled with the City's cash. For deposits in excess of federal depository insurance (currently limited to balances less than \$250,000) Oregon Revised Statute 295 requires a multiple financial institution collateral pool for balances in excess of FDIC insurance. As a result, all balances over the \$250,000 FDIC limit are collateralized. At June 30, 2017, the deposits with various financial institutions had a book value and bank value of \$904,802. Of these deposits, \$250,000 were covered by federal depository insurance.

**URBAN RENEWAL AGENCY OF THE CITY OF WILSONVILLE**

*(a component unit of the City of Wilsonville, Oregon)*

**Notes to the Basic Financial Statements**

*June 30, 2017*

**Cash and Investments**

The Agency's investment policy specifies various goals and procedures that enhance opportunities for a prudent and systematic approach to investment-related activities. The Agency has delegated investment responsibilities to the Finance Director, who is primarily responsible for implementing the investment policy. The investment risk as outlined by the Agency's investment policy and Oregon Revised Statutes authorize the Finance Director to invest primarily in general obligations of the US Government and its agencies, certain bonded obligations of Oregon municipalities, bank repurchase agreements, bankers' acceptances, high ranking corporate indebtedness, and the State of Oregon Local Government Investment Pool (LGIP).

**Credit Risk**

As required by the Agency's investment policy, which adheres to the State of Oregon statutes, all investments were rated A1 through AAA by the Moody's Investor Services or Standard and Poor's reporting agencies. The State of Oregon Local Government Investment Pool is not rated.

At June 30, 2017, the Agency's investments were rated as follows:

	<b>Commercial Paper And Corporate Bonds</b>	<b>US Agency Corporations</b>	<b>Local Government Investment Pool</b>
Aaa	\$ 752,603	\$ 5,323,330	\$ -
Aa2	2,496,659	-	-
Aa1	1,649,153	-	-
A3	665,790	-	-
A1	2,378,634	-	-
Unrated	-	2,000,000	12,832,592
	<u>\$ 7,942,839</u>	<u>\$ 7,323,330</u>	<u>\$ 12,832,592</u>

**Concentration of Risk**

The City's investment policy, as it relates to investing outside of the LGIP, does not allow for an investment in any single corporate entity and its affiliates or subsidiaries that is in excess of five percent of the City's total investments (ORS 294.035). Additionally, the policy requires the maximum investments in aggregate for all commercial paper and corporate bonds to be limited to 35% of the total investment portfolio.

**Interest Rate Risk**

The Agency's investment policy explicitly limits investment maturities as a means of managing its exposure to fair value loss arising from increasing interest rates. For commercial paper and corporate bonds, the maximum maturity is 18 months. The Agency intends to hold all investment until maturity.

Maturities of investments as of June 30, 2017 are as follows:

	<u>Less than 6 Months</u>	<u>6-12 Months</u>	<u>12-18 Months</u>	<u>Total</u>
Commercial Paper and Corporate Bonds	\$ 2,122,638	\$ 3,150,803	\$ 2,669,398	\$ 7,942,839
State, Local and Govt Securities	-	5,323,330	2,000,000	7,323,330
Local Government Investment Pool	12,832,592	-	-	12,832,592
	<u>\$ 14,955,230</u>	<u>\$ 8,474,133</u>	<u>\$ 4,669,398</u>	<u>\$ 28,098,761</u>

**URBAN RENEWAL AGENCY OF THE CITY OF WILSONVILLE**

*(a component unit of the City of Wilsonville, Oregon)*

**Notes to the Basic Financial Statements**

*June 30, 2017*

**Capital Assets**

Capital assets for urban renewal activities, net of depreciation, consist of the items listed below.

	<u>Balance July 1, 2016</u>	<u>Disposals</u>	<u>Additions</u>	<u>Depreciation</u>	<u>Transfers to City</u>	<u>Balance June 30, 2017</u>
Land	\$ 7,163,066	\$ -	\$ -	\$ -	\$ -	\$ 7,163,066
Building	1,127,355	-	-	(65,770)	-	1,061,585
Construction in progress	6,558,805	(1,030,060)	1,133,992	-	(5,554,788)	1,107,949
	<u>\$ 14,849,226</u>	<u>\$ -</u>	<u>\$ 1,133,992</u>	<u>\$ (65,770)</u>	<u>\$ (5,554,788)</u>	<u>\$ 9,332,600</u>

**Debt**

In the following paragraphs, long-term debt information is presented separately with respect to each debt obligation. The table below presents current year changes in those obligations, and the current portions due for each issue.

	<u>Balance July 1, 2016</u>	<u>Increase</u>	<u>Decrease</u>	<u>Balance June 30, 2017</u>	<u>Due In Subsequent Year</u>
Urban Renewal, Year 2000 District					
Series 2010 Bonds	\$ 6,190,000	\$ -	\$ (330,000)	\$ 5,860,000	\$ 345,000
Urban Renewal, West Side District					
Series 2009 Bonds	7,370,000	-	(435,000)	6,935,000	455,000
Series 2011 Long-Term	4,115,000	-	(200,000)	3,915,000	210,000
Series 2012 Long-Term	6,790,000	-	(330,000)	6,460,000	340,000
Series 2013 Long-Term	6,255,000	-	(275,000)	5,980,000	285,000
Series 2015A- Taxable	3,863,842	-	(385,137)	3,478,705	395,510
Series 2015-B Non-Taxable	608,626	-	(143,857)	464,769	149,255
	<u>\$ 35,192,468</u>	<u>\$ -</u>	<u>\$ (2,098,994)</u>	<u>\$ 33,093,474</u>	<u>\$ 2,179,765</u>

**Urban Renewal Tax Increment**

*Year 2000 Plan District, Series 2010*

In December 2010, the City issued Urban Renewal revenue bonds with an interest rate of 4.35% in the total amount of \$8,000,000. The final maturity will be in June 2025. The principal balance outstanding on the bonds at June 30, 2017 is \$5,860,000.

<u>Year Ending June 30,</u>	<u>Principal</u>	<u>Interest</u>
2018	\$ 345,000	\$ 249,050
2019	360,000	234,388
2020	370,000	219,088
2021	390,000	203,363
2022	405,000	186,788
2023-2025	3,990,000	454,325
	<u>\$ 5,860,000</u>	<u>\$ 1,547,002</u>

**URBAN RENEWAL AGENCY OF THE CITY OF WILSONVILLE**

*(a component unit of the City of Wilsonville, Oregon)*

**Notes to the Basic Financial Statements**

*June 30, 2017*

*West Side District-Series 2009*

In February 2009, the City issued Urban Renewal revenue bonds for the Urban Renewal West Side District. The issue, in the amount of \$10,000,000, carries an interest rate of 4.9%. The final maturity will be December 2023. The balance outstanding as of June 30, 2017 is \$6,935,000.

Year Ending June 30,	Principal	Interest
2018	\$ 455,000	\$ 326,668
2019	475,000	305,883
2020	500,000	281,996
2021	525,000	256,883
2022	550,000	230,545
2023-2025	4,430,000	297,431
	<u>\$ 6,935,000</u>	<u>\$ 1,699,406</u>

*West Side District-Series 2011*

In June 2011, the Agency converted a short-term, interest only line of credit to long-term debt. The issue, in the amount of \$5,000,000, carries an interest rate of 4.65%. The final maturity will be June 2026. The balance outstanding at June 30, 2017 is \$3,915,000

Year Ending June 30,	Principal	Interest
2018	\$ 210,000	\$ 172,260
2019	220,000	163,020
2020	225,000	153,340
2021	235,000	143,440
2022	245,000	133,100
2023-2026	2,780,000	418,880
	<u>\$ 3,915,000</u>	<u>\$ 1,184,040</u>

*West Side District-Series 2012*

In June 2012, the Agency converted a short-term, interest only line of credit to long-term debt. The issue, in the amount of \$8,000,000, carries an interest rate of 3.40%. The final maturity will be June 2027. The balance outstanding at June 30, 2017 is \$6,460,000.

Year Ending June 30,	Principal	Interest
2018	\$ 340,000	\$ 213,180
2019	350,000	201,960
2020	360,000	190,410
2021	375,000	178,530
2022	385,000	166,155
2023-2027	4,650,000	631,290
	<u>\$ 6,460,000</u>	<u>\$ 1,581,525</u>

**URBAN RENEWAL AGENCY OF THE CITY OF WILSONVILLE**

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**Notes to the Basic Financial Statements**

*June 30, 2017*

*West Side District-Series 2013*

In June 2013, the Agency converted a short-term, interest only line of credit to long-term debt. The issue, in the amount of \$7,000,000, carries an interest rate of 3.499%. The final maturity will be June 2028. The balance outstanding at June 30, 2017 is \$5,980,000.

Year Ending June 30,	Principal	Interest
2018	\$ 285,000	\$ 209,300
2019	295,000	199,325
2020	305,000	189,000
2021	315,000	178,325
2022	330,000	167,300
2023-2027	1,820,000	655,725
2028	2,630,000	92,050
	<u>\$ 5,980,000</u>	<u>\$ 1,691,025</u>

*West Side District-Series 2015 A*

In July 2015, the City issued Urban Renewal revenue bonds for the Urban Renewal West Side District. The issue, in the amount of \$4,250,000, carries an interest rate of 2.63%. The final maturity will be July 2025. The balance outstanding at June 30, 2017 is \$3,478,705.

Year Ending June 30,	Principal	Interest
2018	\$ 395,510	\$ 209,300
2019	406,163	199,325
2020	416,920	189,000
2021	428,331	178,325
2022	439,867	167,300
2023-2025	1,391,914	655,725
	<u>\$ 3,478,705</u>	<u>\$ 1,598,975</u>

*West Side District-Series 2015 B*

In July 2015, the City issued Urban Renewal revenue bonds for the Urban Renewal West Side District. The issue, in the amount of \$750,000, carries an interest rate of 3.65%. The final maturity will be July 2020. The balance outstanding at June 30, 2017 is \$464,768.

Year Ending June 30,	Principal	Interest
2018	\$ 149,255	\$ 15,146
2019	154,856	9,546
2020	160,657	3,744
	<u>\$ 464,768</u>	<u>\$ 28,436</u>

**URBAN RENEWAL AGENCY OF THE CITY OF WILSONVILLE**

*(a component unit of the City of Wilsonville, Oregon)*

**Notes to the Basic Financial Statements**

*June 30, 2017*

***Restricted Cash and Investments***

The balances of the restricted asset accounts are for capital project reserve and debt service reserve requirements as noted in the chart below.

West Side Debt Service Reserve	\$	2,778,826
West Side Capital Projects Reserve		670,677
West Side Program Income		5,676
Year 2000 Debt Service Reserve		603,025
Year 2000 Capital Projects Reserve		5,223
Total Restricted Assets	\$	<u>4,063,427</u>

**4. OTHER INFORMATION**

***Property Tax Limitation***

The State of Oregon has a constitutional limit on property taxes for schools and non-school government operations. Under the provisions of the limitation, tax revenues are separated into those for the public school system and those for local government operations. The limitation specifies \$10 as the maximum allowable tax for each \$1,000 of property real market value imposed by local governments other than schools. Urban renewal debt is not exempted from the limitation and must be levied within the \$10 cap. Because overlapping local government rates have been less than \$10 this limitation has not adversely affected the Agency.

In May 1997, Oregon voters approved a property tax measure that rolled back assessed values to 90% of the 1995-96 amounts and limits future years' growth to 3% with exceptions for substantial improvements. The measure also created a fixed property tax rate for each government's operating levy. Additionally, the measure states that the Legislative Assembly shall enact laws that allow collection of ad valorem property taxes sufficient to pay indebtedness incurred to carry out urban renewal plans. These collections shall cease when the indebtedness is paid.

***Encumbrance Accounting***

All outstanding encumbrances lapse at year-end and are reappropriated as required to the subsequent year.

***Tax Abatement***

The Agency has authorized tax exempt status for five low income apartment complexes: Autumn Park Apartments, Charleston Apartments, Creekside Woods, Rain Garden Apartments and Wiedemann Apartments. All properties are required to meet State and Federal funding requirements which include annual physical inspections and an annual audit of financial activity and programmatic compliance. The property tax exemption may be removed if the property is being used for any purpose other than the provision of low income housing, or if the property is no longer eligible under the stated provisions of ORS 307.540 to 307.548. Section E of the renewal application requires the applicant to acknowledge compliance with the requirements annually. For fiscal year ending June 30, 2017 the Agency's forgone property tax revenue is \$49,077

***GASB Pronouncements Implemented***

GASB Statement 77, "Tax Abatement Disclosures". This Statement requires reporting of agreements entered into by government agencies that abate tax revenue. The requirements of this Statement are effective for reporting periods beginning after December 15, 2015.

***Subsequent Events***

None noted.



## **SUPPLEMENTARY**

## **DATA**

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**CITY OF WILSONVILLE, OREGON**  
**Urban Renewal - West Side Plan Debt Service Fund**  
**Schedule of Revenues, Expenditures, and Changes in Fund Balance -**  
**Budget and Actual**  
*For the year ended June 30, 2017*

	Budgeted Amounts		Actual Amounts Budgetary Basis	Variance With Final Budget Positive (Negative)
	Original	Final		
<b>REVENUES</b>				
Taxes	\$ 5,055,823	\$ 5,055,823	\$ 5,705,108	\$ 649,285
Investment revenue	23,000	23,000	123,753	100,753
Total revenues	<u>5,078,823</u>	<u>5,078,823</u>	<u>5,828,861</u>	<u>750,038</u>
<b>EXPENDITURES</b>				
Debt service:				
Principal	2,768,994	2,768,994	1,768,994	1,000,000
Interest	1,094,277	1,094,277	1,094,277	-
Contingency	4,831,903	4,831,903	-	4,831,903
Total expenditures	<u>8,695,174</u>	<u>8,695,174</u>	<u>2,863,271</u>	<u>5,831,903</u>
Excess (deficiency) of revenues over (under) expenditures	(3,616,351)	(3,616,351)	2,965,590	6,581,941
Fund balance--beginning	<u>6,488,537</u>	<u>6,488,537</u>	<u>6,552,417</u>	<u>63,880</u>
Fund balance--ending	<u>\$ 2,872,186</u>	<u>\$ 2,872,186</u>	<u>\$ 9,518,007</u>	<u>\$ 6,645,821</u>

**CITY OF WILSONVILLE, OREGON**  
**Urban Renewal - West Side Plan Capital Projects Fund**  
**Schedule of Revenues, Expenditures, and Changes in Fund Balance -**  
**Budget and Actual**  
*For the year ended June 30, 2017*

	<u>Budgeted Amounts</u>		<u>Actual Amounts Budgetary Basis</u>	<u>Variance With Final Budget Positive (Negative)</u>
	<u>Original</u>	<u>Final</u>		
<b>REVENUES</b>				
Investment revenue	\$ 12,000	\$ 12,000	\$ 15,122	\$ 3,122
<b>EXPENDITURES</b>				
Materials and services	949,545	949,545	884,615	64,930
Capital outlay	612,500	612,500	265,047	347,453
Contingency	1,005,757	1,005,757	-	1,005,757
Total expenditures	<u>2,567,802</u>	<u>2,567,802</u>	<u>1,149,662</u>	<u>1,418,140</u>
Deficiency of revenues under expenditures	(2,555,802)	(2,555,802)	(1,134,540)	1,421,262
<b>OTHER FINANCING SOURCES (USES)</b>				
Issuance of debt	1,000,000	1,000,000	-	(1,000,000)
Net change in fund balance	<u>(1,555,802)</u>	<u>(1,555,802)</u>	<u>(1,134,540)</u>	<u>421,262</u>
Fund balance--beginning	<u>29,640</u>	<u>29,640</u>	<u>2,745,462</u>	<u>2,715,822</u>
Fund balance--ending	<u>\$ (1,526,162)</u>	<u>\$ (1,526,162)</u>	<u>1,610,922</u>	<u>\$ 3,137,084</u>
Adjustment from budgetary basis to generally accepted accounting basis:				
Development charge payable			<u>(1,557,668)</u>	
Fund balance - generally accepted accounting principles basis			<u>\$ 53,254</u>	

**CITY OF WILSONVILLE, OREGON**  
**Urban Renewal - Westside Plan Program Income Fund**  
**Schedule of Revenues, Expenditures, and Changes in Fund Balance -**  
**Budget and Actual**  
*For the year ended June 30, 2017*

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance With</u>
	<u>Original</u>	<u>Final</u>	<u>Amounts</u> <u>Budgetary</u> <u>Basis</u>	<u>Final Budget</u> <u>Positive</u> <u>(Negative)</u>
REVENUES				
Investment revenue	\$ 10,000	\$ 10,000	\$ 40,227	\$ 30,227
EXPENDITURES				
Personal services	-	-	-	-
Materials and services	-	56,500	56,500	-
Capital outlay	484,000	484,000	120,365	363,635
Contingency	4,476,000	4,419,500	-	4,419,500
Excess (deficiency) of revenues over (under) expenditures	(4,950,000)	(4,950,000)	(136,638)	4,813,362
Fund balance--beginning	4,950,000	4,950,000	4,948,129	(1,871)
Fund balance--ending	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 4,811,491</u>	<u>\$ 4,811,491</u>

**CITY OF WILSONVILLE, OREGON**  
**Urban Renewal - Year 2000 Plan Debt Service Fund**  
**Schedule of Revenues, Expenditures, and Changes in Fund Balance -**  
**Budget and Actual**  
*For the year ended June 30, 2017*

	Budgeted Amounts		Actual Amounts Budgetary Basis	Variance With Final Budget Positive (Negative)
	Original	Final		
<b>REVENUES</b>				
Taxes	\$ 4,120,000	\$ 4,120,000	\$ 4,055,840	\$ (64,160)
Investment revenue	20,000	20,000	55,599	35,599
Total revenues	<u>4,140,000</u>	<u>4,140,000</u>	<u>4,111,439</u>	<u>(28,561)</u>
<b>EXPENDITURES</b>				
Debt service:				
Principal	4,830,000	4,830,000	330,000	4,500,000
Interest	763,075	763,075	263,075	500,000
Contingency	<u>2,500,000</u>	<u>2,500,000</u>	-	<u>2,500,000</u>
Total expenditures	<u>8,093,075</u>	<u>8,093,075</u>	<u>593,075</u>	<u>7,500,000</u>
Excess (deficiency) of revenues over (under) expenditures	(3,953,075)	(3,953,075)	3,518,364	7,471,439
Fund balance--beginning	<u>5,530,943</u>	<u>5,530,943</u>	<u>5,478,203</u>	<u>(52,740)</u>
Fund balance--ending	<u>\$ 1,577,868</u>	<u>\$ 1,577,868</u>	<u>\$ 8,996,567</u>	<u>\$ 7,418,699</u>

**CITY OF WILSONVILLE, OREGON**  
**Urban Renewal - Year 2000 Plan Capital Projects Fund**  
**Schedule of Revenues, Expenditures, and Changes in Fund Balance -**  
**Budget and Actual**  
*For the year ended June 30, 2017*

	<b>Budgeted Amounts</b>		<b>Actual Amounts Budgetary Basis</b>	<b>Variance With Final Budget Positive (Negative)</b>
	<b>Original</b>	<b>Final</b>		
<b>REVENUES</b>				
Investment revenue	\$ 7,500	\$ 7,500	\$ 29,090	\$ 21,590
Total revenues	<u>7,500</u>	<u>7,500</u>	<u>29,090</u>	<u>21,590</u>
<b>EXPENDITURES</b>				
Materials and services	525,270	648,870	555,246	93,624
Capital outlay	583,560	796,060	493,862	302,198
Contingency	<u>1,566,791</u>	<u>1,230,691</u>	<u>-</u>	<u>1,230,691</u>
Total expenditures	<u>2,675,621</u>	<u>2,675,621</u>	<u>1,049,108</u>	<u>1,626,513</u>
Deficiency of revenues under expenditures	(2,668,121)	(2,668,121)	(1,020,018)	1,648,103
Fund balance--beginning	<u>2,668,121</u>	<u>2,668,121</u>	<u>2,828,903</u>	<u>160,782</u>
Fund balance--ending	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,808,885</u>	<u>\$ 1,808,885</u>

**CITY OF WILSONVILLE, OREGON**  
**Urban Renewal - Year 2000 Plan Program Income Fund**  
**Schedule of Revenues, Expenditures, and Changes in Fund Balance -**  
**Budget and Actual**  
*For the year ended June 30, 2017*

	<u>Budgeted Amounts</u>		<u>Actual Amounts Budgetary Basis</u>	<u>Variance With Final Budget Positive (Negative)</u>
	<u>Original</u>	<u>Final</u>		
<b>REVENUES</b>				
Investment revenue	\$ 7,000	\$ 7,000	\$ 15,181	\$ 8,181
Other revenues	94,400	94,400	126,898	32,498
Total revenues	<u>101,400</u>	<u>101,400</u>	<u>142,079</u>	<u>40,679</u>
<b>EXPENDITURES</b>				
Materials and services	50,000	50,000	6,538	43,462
Contingency	<u>1,924,045</u>	<u>1,924,045</u>	<u>-</u>	<u>1,924,045</u>
Excess (deficiency) of revenues over (under) expenditures	(1,872,645)	(1,872,645)	135,541	2,008,186
Fund balance--beginning	<u>1,872,645</u>	<u>1,872,645</u>	<u>1,889,835</u>	<u>17,190</u>
Fund balance--ending	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 2,025,376</u>	<u>\$ 2,025,376</u>

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**INDEPENDENT AUDITOR'S  
REPORT REQUIRED  
BY OREGON  
STATE REGULATIONS**

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**INDEPENDENT AUDITOR'S REPORT  
ON COMPLIANCE AND ON INTERNAL CONTROL OVER FINANCIAL  
REPORTING ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN  
ACCORDANCE WITH OREGON STATE REGULATION**

The Agency Officials of the  
Urban Renewal Agency of the City of Wilsonville  
Wilsonville, Oregon

We have audited the basic financial statements of the Urban Renewal Agency of the City of Wilsonville, a component unity of the City of Wilsonville, Oregon, as of and for the year ended June 30, 2017 and have issued our report thereon dated November 21, 2017. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the provisions of the *Minimum Standards of Audits of Oregon Municipal Corporations*, prescribed by the Secretary of State.

**Compliance**

As part of obtaining reasonable assurance about whether the Urban Renewal Agency of the City of Wilsonville's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grants, including the provisions of Oregon Revised Statutes as specified in the Oregon Administrative Rules 162 of the *Minimum Standards for Audits of Oregon Municipal Corporations*, noncompliance with which could have a direct and material effect on the determination of financial statement amounts:

- Deposits of public funds with financial institutions (ORS Chapter 295).
- Indebtedness limitations, restrictions, and repayments.
- Budgets legally required (ORS Chapter 294).
- Insurance and fidelity bonds in force or required by law.
- Programs funded from outside sources.
- Highway revenues used for public highways, roads, and streets.
- Authorized investment of surplus funds. (ORS Chapter 294).
- Public contracts and purchasing (ORS Chapters 279A, 279B, and 279C).
- Accountability for collecting or receiving money by elected officials. The Agency does not have any elected officials collecting or receiving money.

However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. In connection with our testing, nothing came to our attention that caused us to believe the Urban Renewal Agency of the City of Wilsonville was not in substantial compliance with certain provisions of laws, regulations, contracts, and grants, including the provisions of Oregon Revised Statutes as specified in the Oregon Administrative Rules 162-10-000 through 162-10-330 of the *Minimum Standards for Audits of Oregon Municipal Corporations*.

**OAR 162-10-0230 Internal Control**

In planning and performing our audit, we considered the Urban Renewal Agency of the City of Wilsonville's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the

circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Urban Renewal Agency of the City of Wilsonville's internal control. Accordingly, we do not express an opinion on the effectiveness of the Urban Renewal Agency of the City of Wilsonville's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

### **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Minimum Standards of Audits of Oregon Municipal Corporations*, prescribed by the Secretary of State, in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



For Merina & Company, LLP  
West Linn, Oregon  
November 21, 2017