



Home of the Tualatin River National Wildlife Refuge

URBAN RENEWAL AGENCY
OF THE CITY OF SHERWOOD, OREGON
(A COMPONENT UNIT OF THE CITY OF SHERWOOD, OREGON)

ANNUAL FINANCIAL REPORT
FOR THE FISCAL YEAR ENDED JUNE 30, 2023

**URBAN RENEWAL AGENCY
OF THE CITY OF SHERWOOD, OREGON**
(A component unit of the City of Sherwood, Oregon)

ANNUAL FINANCIAL REPORT

YEAR ENDED JUNE 30, 2023

URBAN RENEWAL AGENCY OF THE CITY OF SHERWOOD, OREGON
(A Component Unit of the City of Sherwood, Oregon)

AGENCY OFFICIALS
JUNE 30, 2023

BOARD MEMBERS

Name	Term Expires
Chair Tim Rosener	January 2025
Keith Mays	January 2027
Renee Brouse	January 2025
Dan Standke	January 2025
Taylor Giles	January 2027
Doug Scott	January 2027
Kim Young	January 2025

PRINCIPAL ADMINISTRATIVE OFFICIALS

Name	Title
Keith Campbell	City Manager
David Bodway III, Executive MPA	Finance Director

All may be reached at:

22560 SW Pine St
Sherwood, OR 97140

URBAN RENEWAL AGENCY OF THE CITY OF SHERWOOD, OREGON
(A Component Unit of the City of Sherwood, Oregon)

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INDEPENDENT AUDITOR'S REPORT

Board Members
Urban Renewal Agency of the City of Sherwood, Oregon
(A component unit of the City of Sherwood)
Sherwood, Oregon

Report on the Audit of the Financial Statements

Opinions

We have audited the financial statements of the governmental activities and the major fund of the Urban Renewal Agency of the City of Sherwood, Oregon (the Agency), as of and for the year ended June 30, 2023, and the related notes to the financial statements, which collectively comprise the Agency's basic financial statements as listed in the table of contents.

In our opinion, the accompanying financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and the major fund of the Agency, as of June 30, 2023, 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.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States (*Governmental Auditing Standards*). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Agency and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for 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.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Agency's ability to continue as a going concern for 12 months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

INDEPENDENT AUDITOR'S REPORT (Continued)

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit 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 Agency's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Agency's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis, as listed in the Table of Contents, be presented to supplement the basic financial statements. Such information is the responsibility of management and, 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 required supplementary information 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.

INDEPENDENT AUDITOR'S REPORT (Continued)

Accounting principles generally accepted in the United States of America require that the budgetary comparison information for the General Fund, as listed in the Table of Contents as Required Supplementary Information, be presented to supplement the basic financial statements. Such information, although not 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. Such information 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. The 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 budgetary comparison information is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Agency's basic financial statements. The Schedule of Property Tax Transactions, as listed in the Table of Contents as Other Supplementary Information, is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information 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. The 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 accompanying supplementary information is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated April 29, 2024 on our consideration of the Agency's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Agency's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Agency's internal control over financial reporting and compliance.

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 April 29, 2024, on our consideration of the Agency'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 Talbot, Korvola & Warwick, LLP
Portland, Oregon
April 29, 2024

URBAN RENEWAL AGENCY of the CITY OF SHERWOOD, OREGON
(A Component Unit of the City of Sherwood, Oregon)

MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2023

This discussion and analysis of the Sherwood Urban Renewal Agency (Agency) *Annual Financial Report* for the fiscal year ended June 30, 2023, presents the highlights of financial activities and financial position for the Agency for the year ended June 30, 2023 (FY23). It has been prepared by management and should be read in conjunction with the financial statements and notes.

1. FINANCIAL HIGHLIGHTS

The Agency has completed the process of closing the Agency during FY23. Maximum Indebtedness was reached, capital assets were contributed to the City of Sherwood, all obligations were paid off, and the remaining funds of approximately \$155 thousand were returned to Washington County.

2. OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis serves as an introduction and summary of the Agency's financial statements. It is followed by the financial statements themselves, which are comprised of three elements:

1. Government-Wide Financial Statements
 - a. Statement of Net Position
 - b. Statement of Activities
2. Fund Financial Statements – Governmental Fund
 - a. Balance Sheet
 - b. Reconciliation of Governmental Fund Balance Sheet to the Statement of Net Position
 - c. Statement of Revenues, Expenditures and Change in Fund Balance
 - d. Reconciliation of the Governmental Fund Statement of Revenues, Expenditures and Changes in Fund Balances to the Statement of Activities
3. Notes to Basic Financial Statements

The Government Wide Financial Statements are designed to provide the reader with a broad overview of the Agency's finances, in a manner similar to a private-sector business. These statements include all assets of the Agency (including land and construction in progress) as well as all liabilities.

The Statement of Net Position presents information on all of the Agency's assets and liabilities, with the difference between the two reported as "Net Position." Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Agency is improving or deteriorating.

The Statement of Activities presents information showing how the Agency's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenue and expenses are reported in this statement for some items that will result in cash inflows or outflows in a future fiscal period.

URBAN RENEWAL AGENCY of the CITY OF SHERWOOD, OREGON
(A Component Unit of the City of Sherwood, Oregon)

MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2023

2. OVERVIEW OF THE FINANCIAL STATEMENTS (Continued)

Fund financial statements – a fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Agency uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental funds are used to account for activities where the emphasis is placed on available financial resources, rather than upon net position determination. Therefore, unlike the government-wide financial statements, governmental fund financial statements focus on the acquisition and use of current spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating the Agency's near-term requirements.

Because the focus of governmental funds is narrower than that of the government-wide statements, it is useful to compare the information presented for the governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financial decisions. Both the governmental fund Balance Sheet and the governmental fund Statement of Revenues, Expenditures and Change in Fund Balance are accompanied by reconciliations to facilitate this comparison between governmental funds and governmental activities.

Notes to basic financial statements provide additional information that is essential for a full understanding of the data provided in the basic financial statements. They are an integral part of the basic financial statements and should be read in conjunction with them.

3. GOVERNMENT-WIDE FINANCIAL STATEMENTS

The Statement of Net Position (summarized below) shows the Agency's net position as of the end of the last two fiscal years. Net position is \$0 as of June 30, 2023, after the Agency was closed.

STATEMENT OF NET POSITION
At Fiscal Year End June 30, 2023 and 2022
In Thousands of Dollars

	2023	2022
ASSETS:		
Deposits held by the City of Sherwood	\$ -	\$ 3,538
Receivables	-	58
Capital assets	-	2,424
TOTAL ASSETS	-	6,020
LIABILITIES:		
Current liabilities	-	813
Long-term obligations	-	3,656
TOTAL LIABILITIES	-	4,469
NET POSITION:		
Net investment in capital assets	-	(2,024)
Restricted	-	3,590
Unrestricted	-	(15)
TOTAL NET POSITION	\$ -	\$ 1,551

URBAN RENEWAL AGENCY of the CITY OF SHERWOOD, OREGON
(A Component Unit of the City of Sherwood, Oregon)

MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2023

3. GOVERNMENT-WIDE FINANCIAL STATEMENTS (Continued)

The Statement of Activities presents the changes in net position by detailing revenues and expenses.

STATEMENT OF ACTIVITIES
YEARS ENDED JUNE 30, 2023 and 2022

In Thousands of Dollars

	<u>2023</u>	<u>2022</u>
REVENUES		
Property taxes	\$ 1,314	\$ 3,515
Interest earnings	79	(14)
TOTAL REVENUES	<u>1,393</u>	<u>3,501</u>
EXPENSES:		
Urban Redevelopment	360	86
Interest on long term debt	161	183
Contribution of capital assets	2,423	-
TOTAL EXPENSES	<u>2,944</u>	<u>269</u>
CHANGE IN NET POSITION	(1,551)	3,232
BEGINNING NET POSITION (DEFICIT)	<u>1,551</u>	<u>(1,681)</u>
ENDING NET POSITION	<u>\$ -</u>	<u>\$ 1,551</u>

Property tax revenues were substantially less than the prior year due to the Agency reaching its Maximum Indebtedness. Expenditures for personnel services (contracted), contracted administrative services, and material and services increased with additional time and resources spent on closing the Agency.

All remaining debt balances were paid off using available cash in preparation for closing the Agency.

4. CAPITAL ASSETS

During FY23, the Agency contributed all remaining capital assets (land) to the City of Sherwood and paid off all outstanding debt.

	<u>Balances</u> <u>June 30,</u> <u>2023</u>	<u>Balances</u> <u>June 30,</u> <u>2022</u>
Land	<u>\$ -</u>	<u>\$ 2,423,525</u>

For additional information on the Agency's capital assets, refer to the Capital Assets Note in the Notes to Basic Financial Statements section.

URBAN RENEWAL AGENCY of the CITY OF SHERWOOD, OREGON
(A Component Unit of the City of Sherwood, Oregon)

MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2023

5. OBLIGATIONS OUTSTANDING

All outstanding debt of the Agency was repaid in FY23.

	<u>2023</u>	<u>2022</u>
Long-Term Full Faith and Credit Notes	<u>\$ -</u>	<u>\$ 4,447,382</u>

6. HIGHLIGHTS OF FISCAL YEAR 2022-23 BUDGET

A supplemental budget was adopted in June 2023 to provide for the payoff of outstanding long-term obligations and for additional administrative costs paid to the City of Sherwood.

7. ECONOMIC FACTORS AND FISCAL YEAR 2023-24 BUDGET

The Agency was closed as of June 30, 2023. Therefore, a budget for fiscal year 2023-24 was not prepared or adopted.

8. FINANCIAL CONTACT

The Agency's financial statements are designed to present Agency 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, please contact David Bodway III, Executive MPA, Finance Director at 22560 SW Pine Street, Sherwood Oregon, 97140 or BodwayD@SherwoodOregon.gov.

URBAN RENEWAL AGENCY of the CITY OF SHERWOOD, OREGON
(A Component Unit of the City of Sherwood, Oregon)

STATEMENT OF NET POSITION
JUNE 30, 2023

	<u>Governmental Activities</u>
NET POSITION:	
TOTAL NET POSITION	<u><u>\$ -</u></u>

See notes to basic financial statements

URBAN RENEWAL AGENCY of the CITY OF SHERWOOD, OREGON
(A Component Unit of the City of Sherwood, Oregon)

STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2023

Function/Program	Expenses	Program Revenues Capital Grants and Contributions	Net (Expense) Revenue and Change in Net Position Total Governmental Activities
Governmental activities:			
Urban redevelopment	\$ 359,542	\$ -	\$ (359,542)
Interest on long-term borrowings	160,706	-	(160,706)
Total	<u>\$ 520,248</u>	<u>\$ -</u>	<u>(520,248)</u>
General revenues:			
Property taxes			1,314,135
Unrestricted investment earnings			78,874
Contributions of capital assets			
Total general revenues and contributions			<u>(2,423,525)</u>
Change in net position			<u>(1,030,516)</u>
Net position, June 30, 2022			1,550,764
Net position, June 30, 2023			<u>\$ -</u>

See notes to basic financial statements

URBAN RENEWAL AGENCY of the CITY OF SHERWOOD, OREGON
(A Component Unit of the City of Sherwood, Oregon)

**GOVERNMENTAL FUND
BALANCE SHEET
JUNE 30, 2023**

	<u>General Fund</u>
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCE	\$ -

See notes to basic financial statements

URBAN RENEWAL AGENCY of the CITY OF SHERWOOD, OREGON
(A Component Unit of the City of Sherwood, Oregon)

**RECONCILIATION OF GOVERNMENTAL FUND
BALANCE SHEET TO THE STATEMENT OF NET POSITION
JUNE 30, 2023**

TOTAL FUND BALANCE	\$ -
TOTAL NET POSITION	<u>\$ -</u>

See notes to basic financial statements

URBAN RENEWAL AGENCY of the CITY OF SHERWOOD, OREGON
(A Component Unit of the City of Sherwood, Oregon)

**GOVERNMENTAL FUND
STATEMENT OF REVENUES,
EXPENDITURES AND CHANGE IN FUND BALANCE
FOR THE YEAR ENDED JUNE 30, 2023**

	<u>General Fund</u>
REVENUES:	
Property taxes	\$ 1,354,739
Investments earnings	<u>78,874</u>
TOTAL REVENUES	<u>1,433,613</u>
EXPENDITURES:	
Current:	
Urban redevelopment	359,542
Non Current:	
Debt service	<u>4,623,409</u>
TOTAL EXPENDITURES	<u>4,982,951</u>
EXCESS OF REVENUES OVER EXPENDITURES AND NET CHANGE IN FUND BALANCE	(3,549,338)
FUND BALANCE, beginning of year	<u>3,549,338</u>
FUND BALANCE, end of year	<u><u>\$ -</u></u>

See notes to basic financial statements

URBAN RENEWAL AGENCY of the CITY OF SHERWOOD, OREGON
(A Component Unit of the City of Sherwood, Oregon)

**RECONCILIATION OF THE GOVERNMENTAL FUND STATEMENT OF REVENUES,
EXPENDITURES AND CHANGES IN FUND BALANCES TO THE STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2023**

NET CHANGE IN FUND BALANCE - TOTAL GOVERNMENTAL FUND \$ (3,549,338)

Amounts reported for governmental activities in the
Statement of Activities are different because of the following:

Governmental funds report capital assets additions as expenditures while
governmental activities report depreciation expense to allocate those expenditures
over the life of the assets.

Contribution of capital assets (2,423,525)

Receivables that do not meet the measurable and available criteria are not
recognized as revenue in the current year in governmental funds. In the
Statement of Activities they are recognized as revenue when levied or earned.

(40,603)

Repayment of bond principal is an expenditure in the governmental funds,
but the repayment reduces long-term liabilities in the Statement of Net Position.

Premium on bonds 62,382
Principal on bonds and notes 4,385,000

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 15,320

CHANGE IN NET POSITION OF GOVERNMENTAL ACTIVITIES \$ (1,550,764)

URBAN RENEWAL AGENCY of the CITY OF SHERWOOD, OREGON
(A Component Unit of the City of Sherwood, Oregon)

NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2023

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the Urban Renewal Agency of the City of Sherwood, Oregon (the Agency), a component unit of the City of Sherwood, Oregon, (the City) have been prepared in conformity with accounting principles generally accepted in the United States of America (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting standards. The more significant of the Agency's accounting policies are described below.

Reporting Entity

The Agency was created on July 1, 2001 to promote the economic welfare and prosperity of the City's inhabitants. The Agency is governed by a seven-member board of directors that include the City's mayor and council members and is reported as a blended component unit in the City's financial statements as a special revenue fund. This is the final year of operations for this particular Agency.

Government-wide and Fund Financial Statements

Government-wide financial statements display information about the Agency as a whole. These statements focus on the sustainability of the Agency as an entity and the change in aggregate financial position resulting from the activities of the fiscal period. These aggregated statements consist of the Statement of Net Position and the Statement of Activities.

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 or fiduciary. Currently, the Agency has one governmental fund which is the General Fund. This fund is reported as major and is accounted for by providing a set of self-balancing accounts that comprise its assets, liabilities, deferred inflows, fund balance, revenues and expenditures.

Measurement Focus and Basis of Accounting

The government-wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

The modified accrual basis of accounting is used by governmental fund types. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., when they become both measurable and available). "Measurable" means the amount of the transaction can be determined and "available" means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. The Agency considers amounts collected within 60 days of year end to be available, and susceptible to accrual. Property tax revenues are susceptible to accrual using the 60-day window.

URBAN RENEWAL AGENCY of the CITY OF SHERWOOD, OREGON
(A Component Unit of the City of Sherwood, Oregon)

NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2023

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Use of Estimates

The preparation of the financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets, liabilities and deferred inflows and disclosures of contingent assets, liabilities and deferred inflows at the date of the financial statements and reported amounts of revenues and expenditures or expenses during the reporting period. Actual results could differ from those estimates.

Deposits Held by the City of Sherwood

The Agency maintains cash and investments in a common pool of the City. Interest earned on the pooled cash and investments is allocated monthly based on the average cash balance as a proportion of the City's total pooled cash and investments. Additional disclosure on the cash and investments can be found in the Annual Comprehensive Financial Report of the City.

Receivables

Property tax receivables for the governmental fund types, which have been collected within sixty days subsequent to year end, are considered measurable and available and are recognized as revenues. All other property taxes receivable are offset by unavailable revenues and, accordingly, have not been recorded as revenue. Real and personal property taxes are levied upon all taxable property within the Agency and become liens against the property as of July 1 of each year and are payable in three installments which are due on November 15, February 15, and May 15. Discounts are allowed if the amount due is received by November 15. Taxes unpaid and outstanding on May 16 are considered delinquent. Property taxes receivable by the Agency represent the Agency's allocated share of delinquent property taxes and other amounts to be collected from property owners.

Capital Assets

Capital assets (items lasting more than one year and costing in excess of \$5,000) are stated at historical cost. Capital assets are charged to expenditures in the governmental fund types as purchased.

URBAN RENEWAL AGENCY of the CITY OF SHERWOOD, OREGON
(A Component Unit of the City of Sherwood, Oregon)

NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2023

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Capital Assets (continued)

Normal maintenance and repairs are charged to operations as incurred. Major additions, improvements and replacements are capitalized. Gains or losses from sales or retirements of capital assets are included in operations.

Long-term Obligations

In the government-wide financial statements, long-term obligations are reported as liabilities. Bond premiums, discounts and deferred charges are amortized over the life of the bonds on the straight line method. Bonds payable are reported net of the applicable premium or discount. Deferred charges are reported separately and amortized over the term of the related debt.

In the governmental fund financial statements, bond premiums and discounts, as well as bond issuance costs, are recognized in the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are 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 expenditures.

Pension Plans and OPEB

The Agency contracts personal services from the City of Sherwood; therefore no pension or other post employment benefit (OPEB) costs or related liabilities are attributable to the Agency.

Budget and Budgetary Accounting

A budget is prepared for the fund in accordance with the modified accrual basis of accounting. Appropriations are made at the category level. Expenditures may not legally exceed appropriations. Appropriations lapse at the end of each fiscal year. Budget amounts include original approved amounts and all subsequent appropriation transfers approved by the governing board. After budget approval, the governing board may approve supplemental appropriations if an occurrence, condition, or need exists which had not been ascertained at the time the budget was adopted. Management may not amend the budget. A supplemental budget requires hearings before the public, publications in newspapers and approval by the governing board if it exceeds 10% of a fund's expenditures.

Budget amounts shown in the basic financial statements reflect the original and final budget amounts. Expenditures in all funds were within authorized appropriations for the year ended June 30, 2023, with the exception of General Fund – Debt Service which was overspent by \$311.

URBAN RENEWAL AGENCY of the CITY OF SHERWOOD, OREGON
(A Component Unit of the City of Sherwood, Oregon)

NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2023

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Fund Balance

Governmental Accounting Standards Board (GASB) Statement No. 54 requires analysis and presentation of fund balance within the governmental funds in five categories. The fund balance categories are:

- Non-spendable – Includes items not in spendable form such as prepaid items and inventories.
- Restricted – Includes items that are restricted by external creditors, grantors or contributors, or restricted by constitutional provisions or enabling legislation.
- Committed – Includes items committed by the Board in formal action by resolution.
- Assigned – Includes items designated for specific use as authorized by the Agency, under authority granted by the Agency Board.
- Unassigned – This is the residual classification used in the General Fund for those balances not assigned to another category, and for any deficits reported in other governmental funds.

The Agency has adopted the following order of spending regarding fund balance categories within the governmental funds. Restricted resources are spent first when both restricted and unrestricted (committed, assigned or unassigned) resources are available; the order of spending for remaining unrestricted resources is committed (if applicable), assigned (if applicable) and lastly, unassigned fund balance.

DETAILED NOTES ON ALL ACCOUNTS

Capital Assets

Land held by the Agency totaling \$2,423,525 was contributed to the City of Sherwood during the fiscal year.

	Balances June 30, 2022	Deletions	Balances June 30, 2023
	<u> </u>	<u> </u>	<u> </u>
Land	<u>\$ 2,423,525</u>	<u>\$ (2,423,525)</u>	<u>\$ -</u>

URBAN RENEWAL AGENCY of the CITY OF SHERWOOD, OREGON
(A Component Unit of the City of Sherwood, Oregon)

NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2023

DETAILED NOTES ON ALL ACCOUNTS (Continued)

Long-Term Obligations

Direct Borrowings and Placements

Downtown Cannery and Street Projects: In fiscal year 2010-2011, the City entered into a financing agreement in the amount of \$7,065,000 at 4.65 percent interest rate. The loan is for urban renewal projects within the City Urban Renewal Agency (URA) boundaries which the Agency pledges the tax increment revenues to pay the financing payments or debt service. The balance of the loan was paid off during the fiscal year ended June 30, 2023.

Other Debt

Civic Building and Street Refunding Bonds: In fiscal year 2012-2013, the City issued \$5,245,000 of Full Faith and Credit Refunding Obligations. The bonds issued were to refinance existing debt to construct a civic building and improve city streets. The loan is for urban renewal projects within the URA which the Agency pledges the tax increment revenues to pay the financing payments or debt service. The outstanding loan carries an Event of Default clause which allows the lender to exercise any remedy available at law or in equity, with the exception of acceleration. Interest rates on the bonds range between 2.15 percent and 3.0 percent. The balance of the bonds was paid off during the fiscal year ended June 30, 2023, and the remaining premium balance was fully amortized.

Long-term debt activity for the year ended June 30, 2023 was as follows:

	<u>Balance</u> <u>6/30/2022</u>	<u>Retirements</u>	<u>Balances</u> <u>6/30/2023</u>	<u>Due within</u> <u>one year</u>
Governmental activities				
Direct borrowings and placements				
Bank loan	\$ 3,625,000	\$3,625,000	\$ -	\$ -
Total direct borrowings and placements	<u>3,625,000</u>	<u>3,625,000</u>	<u>-</u>	<u>-</u>
Other debt				
Bonds payable	760,000	760,000	-	-
Total governmental debt	<u>4,385,000</u>	<u>4,385,000</u>	<u>-</u>	<u>-</u>
Premium on bonds	62,382	62,382	-	-
	<u>\$ 4,447,382</u>	<u>\$4,447,382</u>	<u>\$ -</u>	<u>\$ -</u>

URBAN RENEWAL AGENCY of the CITY OF SHERWOOD, OREGON
(A Component Unit of the City of Sherwood, Oregon)

NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2023

DETAILED NOTES ON ALL ACCOUNTS (Continued)

Commitments and Contingencies

The Agency is involved in various claims and legal matters relating to its operations which have all been tendered to the Agency's liability insurer or are being defended by attorneys. The Agency does not believe that any of these matters will have a material impact on its June 30, 2023, financial statements. The Agency has no significant outstanding commitments as of June 30, 2023, related to construction contracts.

REQUIRED SUPPLEMENTARY INFORMATION

URBAN RENEWAL AGENCY of the CITY OF SHERWOOD, OREGON
(A Component Unit of the City of Sherwood, Oregon)

GENERAL FUND

**SCHEDULE OF REVENUES, EXPENDITURES,
AND CHANGE IN FUND BALANCE - BUDGET AND ACTUAL
FOR THE YEAR ENDED JUNE 30, 2023**

	Budget		Actual	Variance
	Original	Final		
REVENUES:				
Property taxes	\$1,503,800	\$1,503,800	\$1,354,739	\$ (149,061)
Investment earnings	18,000	18,000	46,807	28,807
TOTAL REVENUES	<u>1,521,800</u>	<u>1,521,800</u>	<u>1,401,546</u>	<u>(120,254)</u>
EXPENDITURES:				
Operations	262,222	454,941	359,543	95,398
Debt service	4,377,897	4,623,097	4,623,408	(311)
Contingency	76,090	-	-	-
TOTAL EXPENDITURES	<u>4,716,209</u>	<u>5,078,038</u>	<u>4,982,951</u>	<u>95,087</u>
NET CHANGE IN FUND BALANCE	(3,194,409)	(3,556,238)	(3,581,405)	(25,167)
FUND BALANCE , beginning of year	<u>3,556,238</u>	<u>3,918,067</u>	<u>3,581,405</u>	<u>(336,662)</u>
FUND BALANCE , end of year	<u>\$ 361,829</u>	<u>\$ 361,829</u>	<u>\$ -</u>	<u>\$ (361,829)</u>

OTHER SUPPLEMENTARY INFORMATION

URBAN RENEWAL AGENCY of the CITY OF SHERWOOD, OREGON
(A Component Unit of the City of Sherwood, Oregon)

**SCHEDULE OF PROPERTY TAX TRANSACTIONS
FOR THE YEAR ENDED JUNE 30, 2023**

<u>Tax Year</u>	<u>Receivable June 30, 2022</u>	<u>2022-23 Levy</u>	<u>Interest, Discounts & Adjustments</u>	<u>Collections*</u>	<u>Receivable 6/30/2023*</u>
2022-23	\$ -	\$ 1,555,860	\$ (68,478)	\$ (1,487,382)	\$ -
2021-22	37,862	-	(25,414)	(12,448)	-
2020-21	9,235	-	(6,199)	(3,036)	-
2019-20	5,990	-	(4,021)	(1,969)	-
2018-19	2,793	-	(1,875)	(918)	-
2017-18	995	-	(668)	(327)	-
2016-17 & Prior Years	1,537	-	(1,032)	(505)	-
Total	\$ 58,412	\$ 1,555,860	\$ (107,686)	\$ (1,506,586)	\$ -

RECONCILIATION TO REVENUE:

Cash Collections by County Treasurer Above	\$ 1,506,586
*Collections Returned to County Treasurer	(154,902)
Other Collections/Credits	<u>3,055</u>
Total per budgetary statement	<u>\$ 1,354,739</u>

* District was closed in FY 2022-23 and returned \$154,902 in property tax collections back to Washington County.

COMPLIANCE SECTION



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**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND
ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS
PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

Board Members
Urban Renewal Agency of the City of Sherwood, Oregon
(A component unit of the City of Sherwood)
Sherwood, Oregon

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States (*Government Auditing Standards*), the financial statements of the governmental activities and the major fund of the Urban Renewal Agency of the City of Sherwood, Oregon (the Agency), as of and for the year ended June 30, 2023, and the related notes to the financial statements, which collectively comprise the Agency's basic financial statements, and have issued our report thereon dated April 29, 2024.

Report on Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Agency's internal control over financial reporting (internal control) as a basis for designing 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 Agency's internal control. Accordingly, we do not express an opinion on the effectiveness of the Agency'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 a 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 or significant deficiencies may exist that were not identified.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Agency's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. 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. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND
ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS
PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS (CONTINUED)

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 *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Talbot, Kowala & Warwick, LLP

Portland, Oregon

April 29, 2024



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

Board Members
Urban Renewal Agency of the City of Sherwood, Oregon
(A component unit of the City of Sherwood)
Sherwood, Oregon

We have audited the financial statements of the governmental activities and the major fund of the Urban Renewal Agency of the City of Sherwood, Oregon (the Agency), a component unit of the City of Sherwood, Oregon, as of and for the year ended June 30, 2022, and the related notes to the financial statements, which collectively comprise the Agency's basic financial statements, and have issued our report thereon dated April 29, 2024. We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States (*Governmental Auditing Standards*).

COMPLIANCE

As part of obtaining reasonable assurance about whether the Agency'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 Oregon Administrative Rules 162-10-000 through 162-10-330 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. 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.

We performed procedures to the extent we considered necessary to address the required comments and disclosures which included, but were not limited to the following:

- Deposit of public funds with financial institutions (ORS Chapter 295).
- Indebtedness limitations, restrictions and repayment.
- Budgets legally required (ORS Chapter 294).
- Insurance and fidelity bonds in force or required by law.
- Authorized investment of surplus funds (ORS Chapter 294).
- Public contracts and purchasing (ORS Chapters 279A, 279B, 279C).

In connection with our testing, nothing came to our attention that caused us to believe the Agency was not in substantial compliance with certain provisions of laws, regulations, contracts, and grants, including the provisions of Oregon Revised Statutes as specified in Oregon Administrative Rules 162-10-000 through 162-10-330 of the *Minimum Standards for Audits of Oregon Municipal Corporations*, except for:

- Debt service expenditures in excess of \$311 of appropriations; and

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

- The Agency adopted a budget transfer resolution rather than a supplemental budget, which has additional notice requirements, for a budget adjustment that increased overall appropriations. Additionally, the budget adjustment made appropriations from unappropriated ending fund balance.

INTERNAL CONTROL OVER FINANCIAL REPORTING

In planning and performing our audit of the financial statements, we considered the Agency's internal control over financial reporting 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 Agency's internal control. Accordingly, we do not express an opinion on the effectiveness of the Agency'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 and therefore, material weaknesses or significant deficiencies may exist that have not been identified. 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

This report is intended solely for the information and use of the Board Members, Oregon Secretary of State Audits Division, and management and is not intended to be and should not be used by anyone other than these specified parties.

Talbot, Korwala & Warwick, LLP

Portland, Oregon
April 29, 2024