

**THE URBAN RENEWAL AGENCY OF THE  
CITY OF COBURG**

**(A Component Unit of the City of Coburg)**



**ANNUAL FINANCIAL REPORT**

**For the Fiscal Year Ended June 30, 2023**

**THE URBAN RENEWAL AGENCY OF THE**  
**CITY OF COBURG**

P.O. Box 8316  
Coburg, OR 97408  
(541) 682-7870

**DISTRICT OFFICIALS**

NANCY BELL PO Box 8316, Coburg, OR 97408	Chairman
KYLE BLAIN PO Box 8316, Coburg, OR 97408	Member
CLAIRE SMITH PO Box 8316, Coburg, OR 97408	Member
JOHN LEHMAN PO Box 8316, Coburg, OR 97408	Member
CATHY ENGBRETSON PO Box 8316, Coburg, OR 97408	Member
ALAN WELLS PO Box 8316, Coburg, OR 97408	Member
JOHN FOX PO Box 8316, Coburg, OR 97408	Member

**ADMINISTRATION**

ADAM HANKS PO Box 8316, Coburg, OR 97408	City Administrator
GREGORY PECK PO Box 8316, Coburg, OR 97408	Finance Director

**THE URBAN RENEWAL AGENCY OF THE  
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## **Independent Accountant Review Report**

Official of the Urban Renewal Agency of the City of Coburg  
(A component Unit of the City of Coburg)

We have reviewed the accompanying modified accrual basis of accounting financial statements of the governmental activities and each major fund information of the Urban Renewal Agency of the City of Coburg (a component Unit of the City of Coburg) as of and for the year ended June 30, 2023, and the related notes to the financial statements, which collectively comprise the Agency's financial statements, as listed in the table of contents. A review includes primarily applying analytical procedures to management's financial data and making inquiries of management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

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

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.

### **Accountant's Responsibility**

Our responsibility is to conduct the review engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. Those standards require us to perform procedures to obtain limited assurance as a basis for reporting whether we are aware of any material modifications that should be made to the financial statements for them to be in accordance with accounting principles generally accepted in the United States of America. We believe that the results of our procedures provide a reasonable basis for our conclusion.

We are required to be independent of the Urban Renewal Agency of the City of Coburg (a component Unit of the City of Coburg), and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our review.

### **Accountant's Conclusion**

Based on our review, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in accordance with accounting principles generally accepted in the United States of America.

### **Required Supplementary Information**

Accounting principles generally accepted in the United States of America require that Schedule of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual are presented to supplement the basic financial statements. Such information, although not a required 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. We have not audited, reviewed, or compiled the required supplementary information and we do not express an opinion, a conclusion, nor provide any assurance on it.

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

The accompanying Management Representation of Fiscal Affairs Required by Oregon Regulation is presented for purpose of additional analysis and is not a required part of the financial statements. The information is the responsibility of management. We have not reviewed such information and we do not express an opinion, a conclusion, nor provide any assurance of it.



Steve Tuchscherer, CPA  
Umpqua Valley Financial, LLC  
Roseburg, Oregon

March 22, 2024

**MANAGEMENT'S**  
**DISCUSSION**  
**AND ANALYSIS**

# **THE URBAN RENEWAL AGENCY OF THE CITY OF COBURG**

## **Management's Discussion and Analysis (MD&A)**

**For the Fiscal Year Ended June 30, 2023**

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The management discussion and analysis of the Urban Renewal Agency of the City of Coburg, Oregon, financial performance provides an overview of the Agency's financial activities for the fiscal year that ended June 30, 2023. This discussion and analysis evaluate the Agency's financial performance. Readers should also review the basic financial statements and notes to enhance their understanding of the Agency's financial performance.

The Urban Renewal Agency of the City of Coburg, Oregon (the agency), a component unit of the City of Coburg, Oregon (the City), was started in 2001 with the goals of (1) provision of adequate facilities and (2) water quality. At that point in time, Coburg did not have a municipal sewer system. Private on-site septic tanks and drain fields serve the City. This scenario contributed to groundwater contamination. Development in the industrial area had occurred with the expectation that a sewer system would be forthcoming. The Agency Plan and Report explains the goals of the Agency.

Vacant and underdeveloped properties in the Coburg Industrial Area were selected for inclusion in the Urban Renewal Area. This selection ensured that any future development would be done with adequate sewer facilities to protect water quality. It also enabled the safe and hygienic development of vacant and underdeveloped properties.

In 2015, the Sewer project was completed, and any loans from the agency to the project were paid back. The entity now operates for the purpose of supporting the sewer system with contributions annually to the Wastewater debt service.

### **FINANCIAL HIGHLIGHTS**

Key financial highlights for the fiscal year ended June 30, 2023, are as follows:

- The Agency's net position increased by \$66,444 (131.5%) as reported in the statement of activities. The net position at year's end was \$116,989.
- Total revenue for the Agency was \$443,139, reflecting an increase of 56,927 (15%) over the prior year. The Agency collected \$435,985 in taxes and assessments, and earned \$7,154 in interest and investment earnings.
- The Agency expended a total of \$376,695 for various Urban Renewal Project related activities.

### **OVERVIEW OF THE FINANCIAL STATEMENTS**

Management's Discussion and Analysis introduce the Agency's basic financial statements. The basic financial statements include: 1) governmental fund financial statements and (2) notes to the basic financial statements. This report also includes required supplementary information, other supplementary data, and accompanying information to supplement the basic financial statements.

# **THE URBAN RENEWAL AGENCY OF THE CITY OF COBURG**

## **Management's Discussion and Analysis (MD&A)**

**For the Fiscal Year Ended June 30, 2023**

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### *Governmental Fund Financial Statements*

*Governmental funds* focus on how money flows into and out of those funds and the balances left at year-end available for spending in future periods. Unlike government-wide financial statements, these statements report short-term fiscal accountability focusing on the use of spendable resources during the year and balances of spendable resources available at the end of the fiscal year.

The first of the governmental fund statements is the Statement of Net Position. This is the Agency statement of position presenting information that includes all the Agency's assets and liabilities. Over time, increases or decreases in net position may serve as a useful indicator of whether the Agency's financial position is improving or deteriorating.

The second government-wide statement is the Statement of Activities which reports how the Agency's net position changed during the current fiscal year. All current-year revenues and expenses are included regardless of when cash is received or paid. An important purpose of the design of the Statement of Activities is to show the financial reliance on property tax revenues.

### *Notes to the Financial Statements*

The accompanying notes to the basic financial statements provide information essential to a full understanding of the governmental fund financial statements. The notes to the basic financial statements begin immediately following the basic financial statements.

### *Other Information*

In addition to the basic financial statements, budgetary comparison schedules are included as Required Supplementary Information for the Coburg Urban Renewal Agency Fund. The Required Supplementary Information section immediately follows the Notes to the Financial Statements.

The budgetary comparison schedules demonstrate compliance with the City's adopted and final revised budget.

## **FINANCIAL ANALYSIS OF THE AGENCY**

Recall that the Statement of Net Position provides the perspective of the Agency. Net position may serve over time as a useful indicator of a government's financial position.

The Agency's net position at fiscal year-end is \$116,989, a surplus of \$66,444 from the prior year, reflecting a 131.46% increase.

The Agency's net position reflects cash and investments of \$101,582 and Property Taxes Receivable of \$15,407. The Agency does not own Capital Assets. As of June 30, 2023, the Agency had no Liabilities.

The Agency's financial position is the product of several financial transactions, including the receipt of tax receipts, payment of administrative expenses, and an annual payments to the City of Coburg for debt service in the Sewer Fund.



**THE URBAN RENEWAL AGENCY OF THE CITY OF COBURG**  
**Management's Discussion and Analysis (MD&A)**  
**For the Fiscal Year Ended June 30, 2023**

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The following table provides a summary of the Agency's net position for the current and prior years.

<b>Summary of Net Position</b>		
	Governmental Activities	
	2023	2022
<b>Assets</b>		
Current and Other Assets	\$ 116,989	\$ 53,882
Total Assets	116,989	53,882
<b>Liabilities</b>		
Current Liabilities	-	3,337
Total Liabilities	-	3,337
<b>Net Position</b>		
Restricted	116,989	50,545
Total Net Position	\$ 116,989	\$ 50,545

<b>Summary of Changes in Net Position</b>		
	Governmental Activities	
	2022-23	2021-22
<b>Revenues</b>		
Taxes and Assessments	\$435,985	\$384,742
Interest & Investment Earnings	7,154	1,470
Total Revenues	443,139	386,212
<b>Program Expenses</b>		
Urban Renewal Projects	376,695	12,071
Total Expenses	376,695	12,071
<b>Transfers</b>	-	(375,000)
<b>Change in Net Position</b>	\$ 66,444	\$ 23,283

The Statement of Activities shows revenues received and the cost of Agency activities in its service to the City Urban Renewal District. These functions solely support the debt service of the Sewer Project.

As discussed previously, the focus of the Agency is to provide financial support to Urban Renewal Projects such as the City Sewer Project.

**THE URBAN RENEWAL AGENCY OF THE CITY OF COBURG**  
**Management's Discussion and Analysis (MD&A)**  
**For the Fiscal Year Ended June 30, 2023**

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As the Agency completed the year, the ending fund balance was \$102,980, an increase of \$66,476 (55%) from the previous year. The fund balance constitutes restricted funds for Urban Renewal Projects.

**Revenue** – Taxes and Assessments revenue increased by \$51,243 (13%) from the prior year.

**Expenses** – represent the administrative costs of managing the Urban Renewal Agency and the annual budgeted transfer to wastewater debt. The Urban Renewal Projects accounted for the total expenses of \$376,695.

**ECONOMIC FACTORS AND NEXT YEAR'S BUDGET AND RATES**

The URA's total budgeted appropriations for 2023-24 are \$385,425. From those funds, the agency budgeted \$10,425 for Materials and Services and a payment of \$375,000 to the City for Sewer Debt. The Agency indicates an additional \$108,575 of unappropriated funds.

**CONTACTING THE CITY'S FINANCIAL MANAGEMENT**

This financial report is designed to provide our citizens, taxpayers, investors, and creditors with a general overview of the City's finances and to demonstrate the City's accountability for the resources it receives.

If you have any questions about this report or need additional information, contact the City of Coburg at (541) 682-7870. The office is inside City Hall at 91136 N. Willamette Street, Coburg, Oregon 97408.

**BASIC FINANCIAL**  
**STATEMENTS**

**Government-Wide**  
**Financial Statements**

**THE URBAN RENEWAL AGENCY OF THE**  
**CITY OF COBURG**

(A Component Unit of the City of Coburg)

**STATEMENT OF NET POSITION**

**June 30, 2023**

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	<b>Governmental Activities</b>
<b><u>ASSETS:</u></b>	
Current Assets:	
Cash and Investments	\$ 101,582
Property Taxes Receivable	15,407
<b>Total Assets</b>	<b>116,989</b>
<b><u>LIABILITIES:</u></b>	
Current Liabilities:	
Accounts Payable	-
<b>Total Liabilities</b>	<b>-</b>
<b><u>NET POSITION:</u></b>	
Restricted For:	
Urban Renewal Projects	116,989
<b>Total Net Position</b>	<b>\$ 116,989</b>

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

**THE URBAN RENEWAL AGENCY OF THE CITY OF COBURG**

(A Component Unit of the City of Coburg)

**STATEMENT OF ACTIVITIES**

**For the Fiscal Year Ended June 30, 2023**

<u>Functions / Programs</u>	<u>(Expenses)</u>	<u>Program Revenues</u>		<u>Net (Expense) Revenue and Change in Net Position</u>
		<u>Charges for Services</u>	<u>Operating Grants and Contributions</u>	
<b><u>GOVERNMENTAL ACTIVITIES:</u></b>				
Urban Renewal Projects	\$ 376,695	\$ -	\$ -	\$ (376,695)
<b>Total Governmental Activities</b>	<b>\$ 376,695</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (376,695)</b>

**GENERAL REVENUES:**

Taxes	
Property Taxes, Levied for Debt Servic	435,985
Interest and Investment Earnings	7,154
Transfer to Primary Government	<u>-</u>
Subtotal - General Revenues	<u>443,139</u>
Change in Net Position	66,444
Net Position, July 1, 2022	<u>50,545</u>
<b>Net Position, June 30, 2023</b>	<b><u>\$ 116,989</u></b>

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

**BASIC FINANCIAL**  
**STATEMENTS**

**Fund Financial Statements**

**THE URBAN RENEWAL AGENCY OF THE CITY OF COBURG**

(A Component Unit of the City of Coburg)

**BALANCE SHEET  
GOVERNMENTAL FUNDS**

**June 30, 2023**

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	<b>Urban Renewal General Fund</b>
<b><u>ASSETS:</u></b>	
Cash and Investments	\$ 101,582
Property Taxes Receivable	<u>15,407</u>
<b>Total Assets</b>	<b><u><u>\$ 116,989</u></u></b>
<b><u>DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES:</u></b>	
DEFERRED INFLOWS OF RESOURCES:	
Deferred Property Tax Revenue	<u>14,009</u>
<b>Total Deferred Inflows of Resources</b>	<b><u>14,009</u></b>
FUND BALANCES:	
Restricted for:	
Urban Renewal Projects	<u>102,980</u>
<b>Total Fund Balances</b>	<b><u>102,980</u></b>
<b>Total Liabilities, Deferred Inflows of Resources, and Fund Balances</b>	<b><u><u>\$ 116,989</u></u></b>

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

**THE URBAN RENEWAL AGENCY OF THE CITY OF COBURG**

**(A Component Unit of the City of Coburg)**

**RECONCILIATION OF THE BALANCE SHEET -- GOVERNMENTAL FUNDS  
TO THE STATEMENT OF NET POSITION**

**June 30, 2023**

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**Total Fund Balances - Governmental Funds** **\$102,980**

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

Property taxes receivables not collected within 60 days of the  
current period ending date are deferred in the governmental funds. 14,009

**Net Position of Governmental Activities** **\$116,989**

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



**THE URBAN RENEWAL AGENCY OF THE CITY OF COBURG**

(A Component Unit of the City of Coburg)

**STATEMENT OF REVENUES, EXPENDITURES, AND  
CHANGES IN FUND BALANCE**

**GOVERNMENTAL FUNDS**

**For The Fiscal Year Ended June 30, 2023**

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	<b>Urban Renewal General Fund</b>
<b><u>REVENUES:</u></b>	
Taxes and Assessments	\$436,017
Interest and Investment Earnings	7,154
<b>Total Revenues</b>	<b><u>443,171</u></b>
<b><u>EXPENDITURES:</u></b>	
Current Operating:	
Urban Renewal Projects	<u>376,695</u>
<b>Total Expenditures</b>	<b><u>376,695</u></b>
Net Change in Fund Balance	66,476
Fund Balance - July 1, 2022	36,504
<b>Fund Balance - June 30, 2023</b>	<b><u>\$102,980</u></b>

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

**THE URBAN RENEWAL AGENCY OF THE CITY OF COBURG**

**(A Component Unit of the City of Coburg)**

**RECONCILIATION OF THE STATEMENT  
OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE  
GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES**

**For The Fiscal Year Ended June 30, 2023**

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**Net changes in fund balances - total governmental funds** **\$ 66,476**

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

Some revenues will not be collected for several months after the City's fiscal year end and are therefore not considered "available" revenues in the governmental funds, instead these funds are shown as deferred revenue.

However, these funds are recorded as revenue in the Statement of Activities.

The changes in amounts deferred are as follows:

Property Taxes (32)

**Changes in net position of governmental activities** **\$ 66,444**

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

**BASIC FINANCIAL**  
**STATEMENTS**

**Notes to the Basic**  
**Financial Statements**

# **THE URBAN RENEWAL AGENCY OF THE CITY OF COBURG**

**(A Component Unit of the City of Coburg)**

## **NOTES TO THE BASIC FINANCIAL STATEMENTS**

**JUNE 30, 2023**

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### **SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES:**

#### **Reporting Entity**

The Urban Renewal Agency of the City of Coburg, Oregon (Agency) was established in 2001. The Agency is organized under general laws pertaining to urban renewal agencies in Oregon. The governing body is comprised of the Mayor and the Agency Board of the City of Coburg.

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

Although a component unit of the City of Coburg, the Agency exists and operates separately from the City of Coburg. Accordingly, the Agency's financial statements will also be included in the financial statements of the City of Coburg.

The Agency has no potential component units.

#### **Basis of Presentation**

The Urban Renewal Agency's (Agency) financial statements for the City of Coburg have been prepared per Generally Accepted Accounting Principles (GAAP). GAAP statements include all relevant Governmental Accounting Standards Board (GASB) pronouncements. The financial statements have incorporated all applicable GASB pronouncements as well as Financial Accounting Standards Board (FASB) Statements and Interpretations, Accounting Principles Board Opinions and Accounting Research Bulletins of the Committee on accounting procedures issued on or before November 30, 1989, unless those pronouncements conflict with or contradict GASB pronouncements.

Basic financial statements are presented at both the government-wide and fund financial levels. The Agency's activities are governmental and are normally supported by taxes and intergovernmental revenues.

*Government-wide financial statements* display information about the reporting government. The effect of interfund activity has been removed from these statements. 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.

The Statement of Activities demonstrates the degree to which program revenues offset the direct expenses of a given function or segment. *Direct expenses* are identifiable with a specific function or segment. *Program revenues* include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included in program revenues are reported as *general revenues*.

*Fund financial statements* display information at the individual fund level. Each fund is a separate accounting entity. The Agency has only governmental funds. Major individual governmental funds are reported as separate columns in the fund financial statements.

# **THE URBAN RENEWAL AGENCY OF THE CITY OF COBURG**

**(A Component Unit of the City of Coburg)**

## **NOTES TO THE BASIC FINANCIAL STATEMENTS**

**JUNE 30, 2023**

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### **SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONT.):**

#### **Basis of Presentation (Cont.)**

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.

The GASB 34 model sets 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. The Agency has elected to report its only fund, the General Fund, as a major fund to assist in compiling a complete and accurate picture of the financial position of the Agency.

General Fund - The General Fund is the general operating fund of the Agency. It is used to account for all the financial resources. The principal sources of revenue are tax increment revenues and interest on investments. Primary expenditures of the General Fund are used for the construction of and debt service (if required) for the sewer project of the City of Coburg.

#### **Measurement Focus/Basis of Accounting**

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 at the time liabilities are incurred, regardless of when the related cash flows take place. Non-exchange transactions, in which the city receives value without giving equal value in exchange, include property taxes, grants, entitlements, and donations. On the accrual basis of accounting revenue from property taxes is recognized in the fiscal year for which the taxes are levied. Revenues from grants, entitlements, and donations are recognized in the fiscal year in which all eligibility requirements have been satisfied. Under terms of grant agreements, the city funds certain programs by a combination of specific cost-reimbursement grants and general revenues. Thus, when program expenses are incurred, there are both restricted and unrestricted net positions available to finance the program. It is the city's policy to first apply cost-reimbursement grant resources to such programs and then general revenues.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (when they are measurable and available). "Measurable" means the amount of the transaction can be determined and "available" means collected within the current period or expected to be collected soon enough thereafter to be used to pay liabilities of the current period. The city considers property taxes as available if they are collected within 60 days after year-end. A one-year availability period is used for revenue recognition for all other governmental fund revenues. Expenditures are recorded when the related fund liability is incurred, except for unmatured interest on general long-term debt, which is recognized when the obligations are expected to be liquidated with expendable available financial resources. Property taxes, interest, and special assessments are susceptible to accrual. Other receipts and taxes become measurable and available when the cash is received by the government and is recognized as revenue at that time. Entitlements and shared revenues are recorded at the time of receipt or earlier if the "susceptible to accrual" criteria are met. Expenditure-driven grants are recognized as revenue when the qualifying expenditures have been incurred and all other grant requirements have been met. Capital asset acquisitions are reported as expenditures in the governmental funds and proceeds from general long-term debt and acquisitions under capital leases are reported as other financing sources.

# **THE URBAN RENEWAL AGENCY OF THE CITY OF COBURG**

**(A Component Unit of the City of Coburg)**

## **NOTES TO THE BASIC FINANCIAL STATEMENTS**

**JUNE 30, 2023**

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### **SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONT.):**

#### **Measurement Focus/Basis of Accounting (Cont.)**

Similar to the way revenues are recorded, governmental funds only record those expenditures that affect current financial resources. Principal and interest on general long-term debt are recorded as fund liabilities only when due or when amounts have been accumulated in the debt service fund for payments to be made early in the following year. In the government-wide financial statements, however, with a full accrual basis of accounting, all expenditures affecting the economic resource status of the government must be recognized. Thus, the expense and related accrued liability for long-term portions of debt must be included.

Since the governmental fund statements are presented on a different measurement focus and basis of accounting than the government-wide statements' governmental column, a reconciliation is necessary to explain the adjustments needed to transform the fund-based financial statements into the governmental column of the government-wide presentation. This reconciliation is part of the financial statements.

Amounts reported as program revenues include 1) charges to customers or applicants for goods, services, or privileges provided, 2) operating grants and contributions, and 3) capital grants and contributions, including special assessments. Internally dedicated resources are reported as general revenues rather than as program revenues. Likewise, general revenues include all taxes.

When both restricted and unrestricted resources are available for use, it is the Agency's practice to use restricted resources first, then unrestricted resources when they are needed.

#### **Cash and Investments**

For the statement of cash flows, cash and cash equivalents include cash on hand, checking, savings and money market accounts, and any short-term, highly liquid investments with initial maturity dates of three months or less.

The Agency has adopted an investment policy requiring compliance with Oregon statutes, which authorizes the Agency to invest in obligations of the United States, the agencies and instrumentalities of the United States and the State of Oregon, and numerous other investment instruments.

The Agency's investments may consist of time certificates of deposit, banker's acceptances, commercial paper, U.S. Government Agency securities, and the State of Oregon Treasurer's Local Government Investment Pool (LGIP). The Agency's investments are reported at fair value at year-end. Changes in the fair value of investments are recorded as investment earnings. The LGIP is stated at cost, which approximates fair value. The fair value of the LGIP is the same as the Agency's value in the pool shares.

The Oregon State Treasury administers the LGIP. It is an open-ended, non-load diversified portfolio offered to any agency, political subdivision, or public corporation of the State that by law is made the custodian of, or has control of, any fund. The LGIP is included in the Oregon Short-Term Fund (OSTF) established by the State Treasurer. In seeking to serve best the local governments of Oregon, the Oregon legislature established the Oregon Short-Term Fund Board. The purpose of the Board is to advise the Oregon State Treasury on the management and investment options of the LGIP.

# THE URBAN RENEWAL AGENCY OF THE CITY OF COBURG

(A Component Unit of the City of Coburg)

## NOTES TO THE BASIC FINANCIAL STATEMENTS

JUNE 30, 2023

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### SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONT.):

#### Property Taxes

The assessment date for the tax year is July 1. Personal and real property taxes are a lien on July 1. Total personal property tax becomes due and is delinquent when any installment is not paid by its due date. Real property tax is due and payable on November 15. However, a taxpayer may pay real property taxes in three equal installments, due on the 15th day of November, February, and May. Real property taxes become delinquent if not paid by May 15.

#### Receivables and Payables

Transactions between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as either "interfund receivables/payables." All other outstanding balances between funds are reported as "due to/from other funds."

#### Deferred Inflows of Resources:

In the governmental funds, property taxes that have not been collected within sixty days subsequent to year-end are not considered measurable and available and are not recognized as revenue but rather as deferred inflows of resources.

#### Capital Assets

All capital assets which include property and infrastructure assets (e.g., roads, bridges, sidewalks, etc.) become City of Coburg (primary government) capital assets and therefore are not reported on the Agency's Statement of Net Position.

#### Long-Term Obligations

The Agency has no long-term obligations.

#### Equity Classifications

*Government-Wide Statements* - Equity is classified as net position, which represents the difference between assets and liabilities. Net position is displayed in two components:

1. Restricted net position - Consists of net position with constraints placed on the use either by (1) external groups such as creditors, grantors, contributors, or laws or regulations of other governments or (2) law through constitutional provisions or enabling legislation.
2. Unrestricted net position - All other net positions that do not meet the definition of "restricted".

The Agency's policy is first to apply restricted resources when an expense is incurred for purposes for which both restricted and unrestricted net position is available.

# **THE URBAN RENEWAL AGENCY OF THE CITY OF COBURG**

**(A Component Unit of the City of Coburg)**

## **NOTES TO THE BASIC FINANCIAL STATEMENTS**

**JUNE 30, 2023**

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### **SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONT):**

#### Equity Classifications (Cont.)

##### *Fund Financial Statements*

The governmental fund financial statements present fund balances based on classifications that comprise a hierarchy that is based primarily on the extent to which the Agency is bound to honor constraints on the specific purposes for which amounts in the respective governmental funds can be spent. The classifications used in the governmental fund financial statements are as follows:

- Nonspendable: This classification includes amounts that cannot be spent either because it is not in spendable form or because of legal or contractual constraints. The Agency did not have any nonspendable resources.
- Restricted: This classification includes fund balance amounts that are constrained for specific purposes which are externally imposed by creditors, grantors, contributors, or laws or regulations of other governments, or imposed by law through constitutional provisions or enabling legislation. The Agency has restricted funds for urban renewal projects.
- Committed: This classification includes fund balance amounts that are constrained for the specific purpose that is internally imposed by the government through the resolution of the highest level of decision-making authority, the Agency Board, and does not lapse at year-end. The Agency does not have committed resources.
- Assigned: This classification includes fund balance amounts that are intended to be used for specific purposes that are neither restricted nor committed. This intent can be expressed by the Agency Board or through the Agency Board delegating this responsibility to selected staff members or through the budgetary process. This classification also includes the remaining positive fund balance for all governmental funds except for the General Fund.
- Unassigned: This classification includes positive fund balance within the General Fund which has not been classified within the above-mentioned categories and negative fund balances of other governmental funds.

The Agency's policy is to use restricted fund balances first, followed by committed resources, and then assigned resources, as appropriate opportunities arise, but reserves the right to selectively spend unassigned resources first to defer the use of the constrained fund balances.

#### 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.



# **THE URBAN RENEWAL AGENCY OF THE CITY OF COBURG**

**(A Component Unit of the City of Coburg)**

## **NOTES TO THE BASIC FINANCIAL STATEMENTS**

**JUNE 30, 2023**

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### **STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY:**

#### **Budgetary Information**

Annual budgets for all funds are adopted on a basis consistent with Oregon Revised Statutes (ORS 294 -Local Budget Law). The Agency is required to budget all funds. The budget is prepared for each fund on the modified accrual basis of accounting. For all fund types, inter-fund loans are budgeted as sources and used in accordance with state budget laws. Estimated receipts and expenditures are budgeted for by fund and object. Information on the past two years' actual receipts and expenditures and current-year estimates are included in the budget document. The process under which the budget is adopted is described in the following paragraphs.

In the early spring, a preliminary budget calendar, budget preparation manual, and budget worksheets are distributed to appropriate department directors. The City Administrator (Agency Director) and the Finance Director develop a proposed budget, after which the Agency Director publishes two notices of Budget Committee meetings. No less than five days, or more than thirty days after the notices are published, the Budget Committee (consisting of the Agency Board and an equal number of citizens of the City of Coburg) meets to consider the proposed budget. The Budget Message is delivered, explaining the proposed budget and any significant changes in the Agency's financial position.

The Budget Committee conducts public meetings to obtain citizens' comments, deliberate on, and subsequently approve the proposed budget, which includes any additions or deletions from the one originally presented by the Agency Director. The Budget Committee then submits the approved budget to the Agency Board for final adoption. The board may not increase the approved expenditure for each fund by more than 10% without returning it to the Budget Committee for a second approval. After the board adopts the budget and certifies the total of ad valorem taxes to be levied, as the budget committee approves, no additional tax levy may be made for that fiscal year.

The Agency 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 level of control established by the resolution for each fund is the object group level (i.e., personal services, materials and services, capital outlay, and other expenditures). Appropriations lapse at the end of the year.

The Agency Board may change the budget throughout the year by resolution and adopting supplemental budgets authorized by Oregon Revised Statutes. Unexpected additional resources may be added to the budget using a supplemental budget. A supplemental budget requires hearings before the public, publications in newspapers, and approval by the board. Expenditure appropriations may not be legally over-expended except in the case of grant receipts that could not be reasonably estimated at the time the budget was adopted and for debt service on new debt issued during the budget year.

### **CASH AND INVESTMENTS:**

For a discussion of deposit and investment policies and other related information, see the Cash and Investments note under the Summary of Significant Accounting Policies.

The Agency follows the practice of aggregating the cash assets of various funds to maximize cash management efficiency and returns. State statutes impose various restrictions on deposits and investments. These restrictions are summarized in the Cash and Investment note under the Summary of Significant Account Policies.

Investments are stated at fair value, including amounts held in pool cash and investments. In accordance with Governmental Accounting Standards Board (GASB) Statement No. 31, Accounting and Financial Reporting for Certain Investments and for External Investment Pools, investments with a remaining maturity of more than one year at the time of purchase are stated at fair value. Fair value is determined at the quoted market prices, if available; otherwise, the fair.

# THE URBAN RENEWAL AGENCY OF THE CITY OF COBURG

(A Component Unit of the City of Coburg)

## NOTES TO THE BASIC FINANCIAL STATEMENTS

JUNE 30, 2023

### CASH AND INVESTMENTS (CONT.):

value is estimated based on the amount at which the investment could be exchanged in a current transaction between willing parties, other than a forced liquidation sale. State of Oregon Local Government Investment Pool (LGIP) investments are stated at fair value.

Deposits - All cash is deposited in compliance with Oregon statutes. Banking regulations and Oregon law establish the insurance and collateral requirements for deposits. FDIC insurance of \$250,000 applies to the deposits in each depository. Where balances continually exceed \$250,000, ORS 295 requires the depositor to verify that deposit accounts are only maintained at financial institutions on the list of qualified depositories on the state treasurer's website.

Qualifying depository banks must pledge securities with a particular value based on the bank's level of capitalization. Balances that are more than the FDIC insurance are considered exposed to custodial credit risk.

*Custodial Credit Risk for Deposits* - Custodial credit risk for deposits exists when, in the event of a depository failure, the Agency's deposits may not be returned to it. The Agency does not have a deposit policy for custodial credit risk.

As of June 30, 2023, the Agency's reported deposits were \$25,233, and the bank balance was \$25,233. Of the bank balance, the entire amount was covered by federal depository insurance or by pledged securities with the qualifying depository banks.

Investments - Oregon statutes authorize the Agency to invest in obligations of the U.S. Treasury and U.S. agencies, banker's acceptances, repurchase agreements, commercial paper rated A-1 by Standard & Poor's Corporation or P-1 by Moody's Commercial Paper Record, and the Local Governmental Investment Pool. The Agency has no credit risk or investment policy that would further limit its investment choices.

*Credit Risk* - Credit risk exists when there is a possibility the issuer or other counterparty to an investment may be unable to fulfill its obligations. As of June 30, 2023, the Agency's investment in the Oregon State Treasurer's Local Government Investment Pool (LGIP) was unrated.

As of June 30, 2023, the Agency's investments in financial institutions are as follows:

<u>Type of Investment</u>	<u>Fair Value</u>	<u>Credit Rating</u>
Oregon State Treasurer's Local Government Investment Pool (LGIP)	\$ 76,349	N/A
Total Investments	<u>\$ 76,349</u>	

Investments in the LGIP and federal agency notes do not require disclosure of credit rating quality.

*Concentration of Credit Risk* - An increased risk of loss occurs as more investments are acquired from one issuer. This results in a concentration of credit risk. The Agency places no limit on the amount that may be invested in any one issuer. More than 5 percent of the Agency's investments are in the Oregon State Treasurer's Local Government Investment Pool (LGIP). This investment is 100% of the Agency's total investment.

**THE URBAN RENEWAL AGENCY OF THE CITY OF COBURG**

**(A Component Unit of the City of Coburg)**

**NOTES TO THE BASIC FINANCIAL STATEMENTS**

**JUNE 30, 2023**

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**RISK MANAGEMENT:**

The Agency is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters for which the Agency carries commercial insurance. There has been no significant reduction in insurance coverage from the prior years. The Agency has not been required to pay any settlements in excess of insurance coverage during the past three fiscal years. The Agency's insurance is provided in combination with the City of Coburg.

**INTERFUND RECEIVABLES, PAYABLES, AND TRANSFERS:**

The City and Agency make various interfund transfers to move resources between funds to provide resources for expenditures not supported by other revenues. The transfers are part of the Agency's budget preparation and adoption.

During the Fiscal year ended June 30, 2023 the URA Fund had interfund payables to the Sewer Fund in the form of Materials and Services in the amount of \$375,000.

**REQUIRED**  
**SUPPLEMENTARY**  
**INFORMATION**

**THE URBAN RENEWAL AGENCY OF THE CITY OF COBURG**

(A Component Unit of the City of Coburg)

**Schedule of Revenues, Expenditures,  
and Changes In Fund Balance - Budget and Actual**

**URBAN RENEWAL GENERAL FUND**

**For the Fiscal Year Ended June 30, 2023**

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Over (Under)
	Original	Final		
<b><u>REVENUES:</u></b>				
Taxes and Assessments	\$382,000	\$382,000	\$ 436,017	\$ 54,017
Investment Revenue	2,000	2,000	7,154	5,154
<b>Total Revenues</b>	<b>384,000</b>	<b>384,000</b>	<b>443,171</b>	<b>59,171</b>
<b><u>EXPENDITURES:</u></b>				
Materials and Supplies	387,125	387,125	376,695	(10,430)
<b>Total Expenditures</b>	<b>387,125</b>	<b>387,125</b>	<b>376,695</b>	<b>(10,430)</b>
Excess (Deficiency) of Revenues Over Expenditures	(3,125)	(3,125)	66,476	69,601
Net Change In Fund Balance	(3,125)	(3,125)	66,476	69,601
Fund Balance - July 1, 2022	27,642	27,642	36,504	8,862
<b>Fund Balance - June 30, 2023</b>	<b>\$ 24,517</b>	<b>\$ 24,517</b>	<b>\$ 102,980</b>	<b>\$ 78,463</b>

**ACCOMPANYING**  
**INFORMATION**

# THE URBAN RENEWAL AGENCY OF THE CITY OF COBURG

## MANAGEMENT REPRESENTATION OF FISCAL AFFAIRS REQUIRED BY OREGON STATE REGULATIONS

As of June 30, 2023

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The Urban Renewal Agency of the City of Coburg (a component unit of the City of Coburg) is subject to, and responsible for, compliance with various laws, rules, and regulations relating to its operation and finances. Among such laws, rules, and regulations are the requirements prescribed in Municipal Audit Law (ORS Chapter 297) and the Minimum Standards for Review of Oregon Municipal Corporations (OAR 162, division 40) including, but not limited to:

- 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.
- Programs funded from outside sources.
- Authorized investment of surplus funds (ORS Chapter 294).
- Public contracts, purchasing, and improvements (ORS Chapters 279A, 279B, and 279C).

The management of the Urban Renewal Agency of the City of Coburg (a component unit of the City of Coburg) is aware of the requirements of Oregon laws and administrative rules concerning each of the above requirements and has complied, in all material respects, with such requirements, with the following exceptions:

Further, we are not aware of any violations or possible violations of laws, rules, or regulations, whose effects should be considered for disclosure in the financial statements or as a basis for recording a loss contingency.

Signed:



Name: *Adam Hanks*

Title: *City Administrator*

Date: *3/22/24*