

**City of Astoria**  
**URBAN RENEWAL AGENCY**  
**CLATSOP COUNTY, OREGON**

**FINANCIAL REPORT**

**For The Year Ended June 30, 2016**

**ASTORIA URBAN RENEWAL AGENCY -A COMPONENT UNIT OF  
THE CITY OF ASTORIA, OREGON**

**FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2016**

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## **INTRODUCTORY SECTION**

**ASTORIA URBAN RENEWAL AGENCY**

**Year Ending June 30, 2016**

**ELECTED OFFICIALS**

<b>Arline LaMear</b>	<b>Mayor</b>	<b>Term Expires 12/31/18</b>
<b>Zetty Nemlowill</b>	<b>Councilor Ward 1</b>	<b>Term Expires 12/31/18</b>
<b>Drew Herzig</b>	<b>Councilor Ward 2</b>	<b>Term Expires 12/31/16</b>
<b>Cindy Price</b>	<b>Councilor Ward 3</b>	<b>Term Expires 12/31/18</b>
<b>Russ Warr</b>	<b>Councilor Ward 4</b>	<b>Term Expires 12/31/16</b>

**ADMINISTRATIVE STAFF**

<b>Brett Estes</b>	<b>City Manager</b>
<b>Blair Henningsgaard</b>	<b>City Attorney</b>
<b>Kristopher A. Kaino</b>	<b>Municipal Judge</b>
<b>Susan Brooks</b>	<b>Director of Finance &amp; Administrative Svcs</b>
<b>Kevin Cronin</b>	<b>Community Development Director</b>
<b>Brad Johnston</b>	<b>Police Chief and Assistant City Manager</b>
<b>Ted Ames</b>	<b>Fire Chief</b>
<b>Angela Cosby</b>	<b>Parks &amp; Community Services Director</b>
<b>Jimmy Pearson</b>	<b>Library Director</b>
<b>Ken Cook</b>	<b>Public Works Director</b>

Mailing Address:  
1095 Duane Street  
Astoria, Oregon 97103  
[www.astoria.or.us](http://www.astoria.or.us)

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## **FINANCIAL SECTION**

**INDEPENDENT AUDITOR'S REPORT**

To the Agency Officials  
Astoria Urban Renewal Agency  
City of Astoria, Oregon

**Report on the Financial Statements**

We have audited the accompanying financial statements of the governmental activities and each major fund of the Astoria Urban Renewal Agency (the Agency), a component unit of the City of Astoria, Oregon, as of and for the year ended June 30, 2016, and the related notes to the financial statements, which collectively comprise the Agency's basic financial statements as listed in the table of contents.

**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.

**Auditor's Responsibility**

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

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



of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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

## **Opinions**

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the Agency, as of June 30, 2016, 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.

## **Other Matters**

### *Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that management's discussion and analysis and required supplementary information, as listed in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context.

We have applied certain limited procedures to management's discussion and analysis, as listed in the table of contents under 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.

The schedule of revenues, expenditures and changes in fund balances budget an actual, as listed in the table of contents under required supplementary information, are the responsibility of management and were derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, this

information is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

### *Other Information*

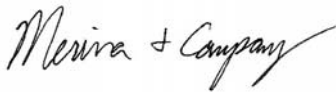
Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Agency's basic financial statements. The introductory section and supplementary information are presented for purposes of additional analysis and are not a required part of the basic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

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

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

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

In accordance with Minimum Standards for Audits of Oregon Municipal Corporations, we have also issued our report dated December 31, 2016, 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.



Merina & Company, LLP  
West Linn, Oregon  
December 31, 2016

## MANAGEMENT'S DISCUSSION AND ANALYSIS

This discussion and analysis presents the highlights of the financial activities and financial position for the City of Astoria Urban Renewal Agency (Agency). The analysis focuses on significant financial issues, major financial activities and resulting changes in financial position, budget changes, and issues related to funds and the economic factors affecting the Agency.

Management's Discussion and Analysis (MD&A) focuses on current year activities and resulting changes. Please read it in conjunction with the Agency's financial statements.

### REPORT LAYOUT

The Agency's annual financial report consists of several sections. Taken together they provide a comprehensive financial look at the Agency. The components of the report include the following:

**Management's Discussion and Analysis.** This section of the report provides financial highlights, overview and economic factors affecting the Agency.

**Basic Financial Statements.** These include Statement of Net Position, Statement of Activities, fund financial statements and the notes to the financial statements. Statements of Net Position and Activities focus on an entity-wide presentation using the accrual basis of accounting. They are designed to be more corporate-like in that all activities are consolidated into a total for the Agency.

The Statement of Net Position focuses on resources available for future operations. In simple terms, this statement presents a snapshot view of the assets the Agency owns, the liabilities it owes and the net difference. The net difference is further separated into amounts restricted for specific purposes and unrestricted amounts.

The Statement of Activities focuses on gross and net costs of Agency programs and the extent to which such programs rely upon general tax and other revenues. This statement summarizes and simplifies the user's analysis to determine the extent to which programs are self-supporting and/or subsidized by general revenues.

Fund financial statements focus separately on the Agency's governmental funds. Governmental fund statements follow the more traditional presentation of financial statements. The Agency's governmental funds are presented in their own column and are combined into a column titled "Total Governmental Funds." The budgetary statements for the governmental funds are located in the Required Supplementary Information section.

The notes to the financial statements provide additional disclosures required by governmental accounting standards and provide information to assist the reader in understanding the Agency's financial condition.

**Reports by independent certified public accountants.** Supplemental communication on Agency compliance and internal controls as required by Oregon statutes.

## AGENCY-WIDE STATEMENTS

### Statement of Net Position

The Statement of Net Position provides a focus on the unrestricted assets related to the Agency's governmental activities. The statements reflect the long-term liabilities of the Agency.

**TABLE 1**  
**STATEMENT OF NET POSITION**

	Governmental Activities 2015	Governmental Activities 2016
<b>Assets:</b>		
Cash and investments	\$ 3,617,763	\$ 4,099,784
Notes receivable	550,468	712,067
Property tax receivable	92,286	82,671
<b>Total Assets</b>	<b>\$ 4,260,517</b>	<b>\$ 4,894,522</b>
<b>Liabilities:</b>		
Total Current Liabilities	\$ 134,213	\$ 141,250
Noncurrent Portion of Long-Term Obligations	133,495	0
<b>Total Liabilities</b>	<b>267,708</b>	<b>141,250</b>
<b>Net Position:</b>		
Restricted for:		
Urban Renewal Improvements- expendable	4,183,422	4,111,866
Unrestricted	(190,613)	641,406
<b>Total net position</b>	<b>3,992,809</b>	<b>4,753,272</b>
<b>Total liabilities and net position</b>	<b>\$ 4,260,517</b>	<b>\$ 4,894,522</b>

Capital assets are recorded in the financial statements of the City of Astoria, since the Agency is a component unit of the City.

On June 27, 2012 the Astoria Urban Renewal Agency borrowed \$625,000 from Columbia State Bank. The final payment for this loan is a current liability and will be made in fiscal year 2016-17. The Astoria Urban Renewal Agency footnotes show the impact of this transaction.

Statement of Activities

The Statement of Activities focuses on the program costs and their matching resources. To the extent a program's cost is not recovered by grants and direct charges, it is paid from general taxes and other resources. This Statement summarizes and simplifies the user's analysis to determine the extent to which programs are self-supporting and/or subsidized by general revenues.

**TABLE 2**  
**STATEMENT OF ACTIVITIES**

	Net Revenue (Expenses) and Changes in Net Position	Net Revenue (Expenses) and Changes in Net Position
	2015	2016
<b>EXPENSES</b>		
General Government	\$ (172,689)	\$ (314,587)
Interest	(11,211)	(6,834)
Contribution to City	-	-
Total program expenses	(183,900)	(321,421)
<b>GENERAL REVENUES</b>		
Property Taxes	927,152	1,006,088
Interest	14,168	27,013
Other Revenues	14,769	48,783
Total general revenues	956,089	1,081,884
Change in net position	772,189	760,463
<b>NET POSITION, BEGINNING</b>	3,220,620	3,992,809
<b>NET POSITION, ENDING</b>	\$ 3,992,809	\$ 4,753,272

The Agency's tax levy totaled \$ 1,040,244 and is restricted to repayment of debt. The debt has been used to finance the improvements identified in the urban renewal plan.

## **FUND FINANCIAL STATEMENTS**

### Fund Statements

Following the agency-wide statements is a section containing fund financial statements. The Agency presents all funds as major funds. A Budgetary Comparison Statement is presented for each fund.

### Budgetary Highlights

The budget was based upon an effort by management to continue with projects identified in the urban renewal plan and with other projects as opportunities arise.

### Capital Assets and Debt Administration

The Agency incurred a variety of small capital outlay expenditures that were not capitalized. If they were capitalized the related assets would be presented in the financial statements for the City of Astoria and would not appear as assets of the Agency.

As of year-end, the Agency had \$ 133,495 in debt outstanding compared to \$ 262,601 last year. For more detailed information on the Agency's debt and amortization terms refer to the Notes to the Basic Financial Statements.

## **NOTES AND SUPPLEMENTAL INFORMATION**

### Economic Factors

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

### Next Year's Budgets and Rates

The Agency's budget for fiscal year 2016-17 was developed with continuance of remaining projects in the urban renewal plan.

### Financial Contact

The Agency's financial statements are designed to present users (citizens, taxpayers, customers, investors and creditors) with a general overview of the Agency's finances and to demonstrate the Agency's accountability. If you have questions about the report or need additional financial information, you should contact the Agency's Finance Director at 1095 Duane Street, Astoria, Oregon 97103.

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## **BASIC FINANCIAL STATEMENTS**



## **BASIC FINANCIAL STATEMENTS**

The basic financial statements include interrelated sets of financial statements as required by the GASB. The sets of statements include:

- Government-Wide Financial Statements
- Fund Financial Statements
  - Governmental Funds

In addition, the notes to the basic financial statements are included to provide information that is essential to a user's understanding of the basic financial statements.

**ASTORIA URBAN RENEWAL AGENCY**  
*(a component unit of the City of Astoria)*

**CLATSOP COUNTY, OREGON**  
**STATEMENT OF NET POSITION**  
**June 30, 2016**

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	<u>Governmental Activities</u>
<b>ASSETS</b>	
Current assets:	
Cash and cash equivalents	\$ 4,099,784
Notes receivable	712,067
Property taxes receivable	82,671
	<hr/>
Total assets	\$ 4,894,522
	<hr/> <hr/>
<b>LIABILITIES</b>	
Current liabilities:	
Accounts payable and accrued expenses	\$ 7,755
Current portion of long-term debt	133,495
	<hr/>
Total current liabilities	141,250
	<hr/>
<b>NET POSITION</b>	
Restricted for:	
Urban renewal improvements - expendable	4,111,866
Unrestricted	641,406
	<hr/>
Total net position	4,753,272
	<hr/>
Total liabilities and net position	\$ 4,894,522
	<hr/> <hr/>

**ASTORIA URBAN RENEWAL AGENCY**  
*(a component unit of the City of Astoria)*

**CLATSOP COUNTY, OREGON**  
**STATEMENT OF ACTIVITIES**  
**For the Fiscal Year Ended June 30, 2016**

<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>	<u>Capital Grants and Contributions</u>	<u>Total Governmental Activities</u>
Governmental activities:					
General government	\$ 314,587	\$ -	\$ -	\$ -	\$ (314,587)
Interest on long-term debt	6,834	-	-	-	(6,834)
Total government	<u>\$ 321,421</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>(321,421)</u>
General revenues:					
Property taxes					1,006,088
Interest and investment earnings					27,013
Other revenues					<u>48,783</u>
Total general revenues					<u>1,081,884</u>
Change in net position					760,463
Net position - beginning					<u>3,992,809</u>
Net position - ending					<u>\$ 4,753,272</u>

**FUND FINANCIAL STATEMENTS**  
**Major Governmental Funds**

**Astor East #126**

This fund is used to record expenditures related to capital improvement projects. Major sources of revenue and other financing sources are bond proceeds and interest earnings.

**Astor West #127**

This fund is used to record expenditures related to capital improvement projects. Major sources of revenue and other financing sources are bond proceeds and interest earnings.

**ASTORIA URBAN RENEWAL AGENCY**  
*(a component unit of the City of Astoria)*

**CLATSOP COUNTY, OREGON**  
**BALANCE SHEET - GOVERNMENTAL FUNDS**  
**June 30, 2016**

	Astor East #126	Astor West #127	Total Governmental
<b>ASSETS</b>			
Cash and cash equivalents	\$ 367,581	\$ 3,732,203	\$ 4,099,784
Notes receivable	404,456	307,611	712,067
Property taxes receivable	27,756	54,915	82,671
Total assets	\$ 799,793	\$ 4,094,729	\$ 4,894,522

**LIABILITIES DEFERRED INFLOWS OF  
RESOURCES AND FUND BALANCES**

Liabilities:

Accounts payable and other current liabilities	\$ 3,009	\$ 4,746	\$ 7,755
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Deferred inflows of resources:

Unavailable revenue-property taxes	21,184	41,650	62,834
Unavailable revenue-Notes Receivable	404,456	307,611	712,067

Fund balances:

Restricted for:

Urban renewal improvements	371,144	3,740,722	4,111,866
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Total liabilities, deferred inflows of  
resources and fund balances

\$ 799,793	\$ 4,094,729	\$ 4,894,522
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**RECONCILIATION OF THE BALANCE SHEET TO THE STATEMENT OF NET POSITION**

Amounts reported in the statement of net position are different because:

Total fund balances	\$ 4,111,866
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Other long-term assets are not available to pay for current-period  
expenditures and, therefore, are deferred in the funds.

Unavailable revenue-property taxes	774,901
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Long-term liabilities, including bonds payable, are not due and payable in  
the current period and therefore are not reported in the funds.

(133,495)
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Net position	\$ 4,753,272
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**ASTORIA URBAN RENEWAL AGENCY**  
*(a component unit of the City of Astoria)*  
**CLATSOP COUNTY, OREGON**  
**STATEMENT OF REVENUES, EXPENDITURES, AND**  
**CHANGES IN FUND BALANCES - GOVERNMENTAL FUNDS**  
**For the Fiscal Year Ended June 30, 2016**

	<u>Astor East #126</u>	<u>Astor West #127</u>	<u>Total Governmental</u>
<b>REVENUES:</b>			
Taxes	\$ 308,272	\$ 673,002	\$ 981,274
Interest earnings	7,585	19,428	27,013
Miscellaneous	64,216	11,647	75,863
Delinquent ad valorem taxes	12,101	21,867	33,968
	<u>392,174</u>	<u>725,944</u>	<u>1,118,118</u>
<b>EXPENDITURES:</b>			
General government	144,939	60,294	205,233
Capital outlay	293,033	5,000	298,033
Debt service:			
Principal	129,106	-	129,106
Interest	6,834	-	6,834
	<u>573,912</u>	<u>65,294</u>	<u>639,206</u>
Net changes in fund balances	(181,738)	660,650	478,912
<b>FUND BALANCES, BEGINNING</b>	791,869	3,391,553	4,183,422
<b>PRIOR PERIOD ADJUSTMENT</b>	<u>(238,987)</u>	<u>(311,481)</u>	<u>(550,468)</u>
<b>FUND BALANCES, ENDING</b>	<u>\$ 371,144</u>	<u>\$ 3,740,722</u>	<u>\$ 4,111,866</u>

**ASTORIA URBAN RENEWAL AGENCY**  
*(a component unit of the City of Astoria)*  
**CLATSOP COUNTY, OREGON**  
**RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES**  
**AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS**  
**TO THE STATEMENT OF ACTIVITIES**  
**For the Fiscal Year Ended June 30, 2016**

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Amounts reported in the Statement of Activities are different because:

Net change in fund balances	\$	478,912
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<p>Property tax in the Statement of Activities differs from the amount reported on the governmental funds. In the governmental funds, which are on the modified accrual basis, the District recognizes an unavailable revenue for all property taxes levied but not available to satisfy current obligations; however, in the Statement of Activities, there is no unavailable revenue and the full property tax receivable is accrued.</p>		152,445
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<p>The issuance of long-term debt (e.g., bonds, leases) provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the current financial resources of governmental funds. Neither transaction, however, has any effect on net position. This is the amount of payments which are not an expense on the government-wide statements.</p>		<u>129,106</u>
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Change in net position of governmental activities	\$	<u><u>760,463</u></u>
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**ASTORIA URBAN RENEWAL AGENCY  
(A COMPONENT UNIT OF THE CITY OF ASTORIA, OREGON)  
NOTES TO THE BASIC FINANCIAL STATEMENTS**

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**(1) Summary of Significant Accounting Policies**

The basic financial statements of the Agency have been prepared in accordance with Generally Accepted Accounting Principles in the United States of America (GAAP). GAAP statements include all relevant Governmental Accounting Standards Board (GASB) pronouncements.

**A. Description of Reporting Entity**

The Urban Renewal Agency of the City of Astoria was established June 18, 1979, under the provisions of the Oregon Revised Statutes, Section 457. The City Council of the City of Astoria is the governing body of the Agency wherein any act of the Council in its capacity as the Agency shall be considered the act of the Agency only and not the City of Astoria. The Agency through the Astoria Development Commission outlined a plan for the rehabilitation, conservation, development or redevelopment of the Urban Renewal Area. This area was determined to be a blighted and deteriorated area which was detrimental to the safety, health and welfare of the inhabitants and users and which impaired the economic values and tax revenues, had harmful effects on rehabilitation, conservation, development and redevelopment of the area as a whole.

The Agency is a legally separate entity governed by the City Council. The Agency Board of Directors is not financially accountable for any other governmental entity. Financial accountability is determined in accordance with criteria set forth in accounting principles generally accepted in the United States of America, primarily on the basis of authority to appoint voting majority of an organization's governing board, ability to impose its will on that organization, the potential for that organization to provide specific benefits or impose specific financial burdens and that organization's fiscal dependency. The Agency is a component unit of the City of Astoria and, as such is included in the financial statements of the City of Astoria for the year ended June 30, 2016.

The Agency has no component units.

**B. Basic Financial Statements**

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

**Agency-wide financial statements**

The statement of net position and the statement of activities display information about the Agency as a whole. All activities of the Agency are categorized as governmental activities.

The Agency uses funds to report its financial position and the results of its operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain government functions and activities.

The statement of activities presents a comparison between direct expenses and program revenues for each function of the Agency's governmental activities. Direct expenses are those that are



**ASTORIA URBAN RENEWAL AGENCY  
(A COMPONENT UNIT OF THE CITY OF ASTORIA, OREGON)  
NOTES TO THE BASIC FINANCIAL STATEMENTS**

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specifically associated with a program or function and, therefore, are clearly identifiable to a particular function. Program revenues include (a) fees, fines, and charges paid by the recipients of goods or services offered by the programs, and (b) grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Taxes and other items not properly included among program revenues are reported instead as general revenues.

**Fund financial statements**

These 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 or proprietary. Currently the Agency has only governmental fund types.

**C. Basis of Presentation**

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

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 proprietary combined) for the determination of major funds. For purposes of presentation, all funds are presented as major funds.

*Astor East and Astor West*- These funds are considered the General Funds. The General Funds are used to record expenditures related to capital improvements projects. Major sources of revenue and other financing sources are bond proceeds and interest earnings.

**D. Measurement Focus and Basis of Accounting**

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

The Agency-wide financial statements are reported using the *economic resources measurement focus* and the *full 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. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the Agency considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, long-term compensated absences are recorded only when payment is due.

**ASTORIA URBAN RENEWAL AGENCY  
(A COMPONENT UNIT OF THE CITY OF ASTORIA, OREGON)  
NOTES TO THE BASIC FINANCIAL STATEMENTS**

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

**E. Cash and Investments**

The Agency considers cash equivalents as all highly liquid investments with maturity of three months or less. Investments included in cash and cash equivalents are reported at fair value.

**F. Receivables and Property Tax Calendar**

Uncollected property taxes receivable, which have been collected within sixty days following year-end are considered measurable and available and are recognized as revenue. The remaining balance is recorded as deferred revenue because it is not deemed available to finance operations of the current period. Real and personal property taxes are levied in July of each fiscal year. Property taxes attach as an enforceable lien on property as of July 1, and are payable in three installments on November 15, February 15, and May 15. All property taxes are billed and collected by Clatsop County and remitted to the Agency. Uncollected taxes, including delinquent amounts, are considered substantially collectible or recoverable through liens, and accordingly no allowance for uncollected taxes has been established.

**G. Long-term Debt**

In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities in the statement of net assets. Bond premiums and discounts are deferred and amortized over the life of the bonds. Bonds payable are reported net of the applicable bond premium or discount. Bond issuance costs are treated as period costs in the year of issue and are shown as other financial uses.

In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs during the current period. The face amount of debt issued is reported as other financial sources while discounts on debt proceeds received are reported as debt service expenditures.

**H. Deferred Outflows/Inflows of Resource**

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

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

**ASTORIA URBAN RENEWAL AGENCY  
(A COMPONENT UNIT OF THE CITY OF ASTORIA, OREGON)  
NOTES TO THE BASIC FINANCIAL STATEMENTS**

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**I. Fund Balance**

In the fund financial statements, fund balance for governmental funds is reported in classifications that comprise a hierarchy based primarily on the extent to which the Agency is bound to honor constraints on the specific purpose for which amounts in the funds can be spent. Fund balance is reported in five components – non-spendable, restricted, committed, assigned and unassigned.

- Non-Spendable – Includes items not immediately converted to cash, such as prepaid items and inventory.
- Restricted – Includes items that are restricted by external creditors, grantors or contributors, or restricted by legal constitutional provisions.
- Committed – Includes items committed by the Agency Board, by formal board action. Commitments of fund balance must be made prior to the end of the fiscal year.
- Assigned – Includes items assigned for specific uses, authorized by the Agency. Assignments of fund balance can be done at any time, including after the fiscal year end date.
- Unassigned – This is the residual classification used for those balances not assigned to another category.

There were no nonspendable, committed, assigned or unassigned fund balance at June 30, 2016

**J. Use of Restricted Resources**

When both restricted and unrestricted resources are available for use, it is the Agency's policy to use restricted resources first, then unrestricted resources, as they are needed. When unrestricted resources (committed, assigned, and unassigned) are available for use it is the Agency's policy to use committed resources first, then assigned, and then unassigned as they are needed.

**K. 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 amount of revenues and expenses during the reporting period. Actual results could differ from those estimates.

**L. Internal Activity**

Internal activity is eliminated in the agency-wide Statement of Activities.

**ASTORIA URBAN RENEWAL AGENCY  
(A COMPONENT UNIT OF THE CITY OF ASTORIA, OREGON)  
NOTES TO THE BASIC FINANCIAL STATEMENTS**

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**(2) Budgetary Information**

On or before June 30 of each year, the Agency enacts a resolution approving the budget, appropriating the expenditures, and levying the property taxes. Prior to enacting this resolution, the proposed budget is presented to a budget committee consisting of members of the Agency Board of Directors and a like number of interested citizens. The budget committee presents the budget to the Agency Board of Directors for budget hearings prior to enactment of the resolution. The Agency budgets all funds as required by Oregon Local Budget Law.

The resolution authorizing appropriations for each fund sets the legal level of control by which expenditures cannot legally exceed appropriations. Expenditure categories of personal services, materials and services, capital outlay, debt service transfers, and contingency are the legal level of control for all other funds. The detail budget document, however, is required to contain more specific information for the above mentioned expenditure categories. Unexpected additional resources may be added to the budget through the use of a supplemental budget. A supplemental budget requires hearings before the public, publications in newspapers, and adoption by the Agency’s Commission. Management may modify original and supplemental budgets by the use of appropriation transfers between the legal levels of control within a fund. Such transfers require approval by the Agency Council. Management may not amend the budget without seeking the approval of the Commission. Appropriations lapse as of year-end.

**(3) Cash and Investments**

At June 30, 2016 investments included in cash and cash equivalents consist of the following:

	<u>Weighted Average Maturity (Years)</u>	<u>Fair Value</u>
Investments in the State Treasurer’s Local Government Investment Pool	<u>0.00</u>	<u>\$ 4,099,784</u>
Total cash equivalents	<u>0.00</u>	<u>\$ 4,099,784</u>

**Interest rate risk**

In accordance with its investment policy, the government manages its exposure to declines in fair values by limiting the weighted average maturity of its investments portfolio to less than six months. The Agency does not have a formal investment policy that limits investments maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

**Credit risk**

State statutes authorize the Agency to invest in general obligations of the U.S. Government and its agencies, certain bonded obligations of Oregon municipalities, bank repurchase agreements, bankers’ acceptances, and the State Treasurer’s Oregon Local Government Investment Pool, among others. The Agency has no investment policy that would further limit its investment choices. The State Treasurer’s Investment Pool operates in accordance with appropriate state

**ASTORIA URBAN RENEWAL AGENCY  
(A COMPONENT UNIT OF THE CITY OF ASTORIA, OREGON)  
NOTES TO THE BASIC FINANCIAL STATEMENTS**

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laws and regulations, but is not regulated by other laws, organizations or regulations. The reported value of the Pool is the same as the fair value of Pool shares. Investments are regulated by the Oregon Short-Term Fund Board and approved by the Oregon Investment Council (ORS 294.805 to 294.895). The State Treasurer's Oregon Local Government Investment Pool is not registered with the SEC as an investment company and is unrated.

**Concentration of Credit Risk**

The Agency does not currently have an investment policy for concentration of credit risk.

**Custodial Credit Risk – Deposits**

This is the risk that in the event of a bank failure, the Agency's deposits may not be returned. The Federal Depository Insurance Corporation (FDIC) provides insurance for the Agency's deposits with financial institutions up to \$250,000 each for aggregate of all non-interest bearing accounts and the aggregate of all interest bearing accounts at each institution. Deposits in excess of FDIC coverage with institutions participating in the Oregon Public Funds Collateralization Program are considered fully collateralized. As of June 30, 2016, none of the Agency's bank balances were exposed to credit risk.

**Custodial Credit Risk – Investments**

For an investment, this is the risk that, in the event of the failure of the counterparty, the Agency will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. The Agency did not have investments of this type during fiscal year 2015-16 nor did it have any investments of this type at June 30, 2016. The Agency maintains a cash and cash equivalents pool that is available for use by all funds. Each fund type's portion of this pool is displayed on the combined balance sheet as "Cash and cash equivalents."

**(4) Notes Receivable**

As economic development activities, the Astor East (AEURD) and Astor West (AWURD) Urban Renewal Districts have entered into agreements to loan two entities amounts to upgrade their facilities. AEURD has loans receivable of \$404,456 from Astor Hotel, Inc. for improvements to the John Jacob Astor Hotel. AWURD has a loans receivable of \$307,611 from Union Fish, LLC for improvements to the facility referred to as the "Red Building". The loans are administered for the districts by Craft3 (formerly known as Enterprise Cascadia). Loan payments are not current. See the Subsequent Event footnote below.

**ASTORIA URBAN RENEWAL AGENCY  
(A COMPONENT UNIT OF THE CITY OF ASTORIA, OREGON)  
NOTES TO THE BASIC FINANCIAL STATEMENTS**

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**(5) Long-term Debt**

Changes in General Long-term Liabilities: During the year ended June 30, 2016, long-term liability activity was as follows:

Governmental Activities	Beginning Balance	Additions	Reductions	Ending Balance	Amounts Due within One Year
Loan Payable	262,601	0	(129,106)	133,495	133,495
Total long-term liabilities	<u>\$ 262,601</u>	<u>\$0</u>	<u>\$(129,106)</u>	<u>\$133,495</u>	<u>\$133,495</u>

**Loans Payable**

On June 27, 2012 Astor East Urban Renewal District borrowed \$625,000 from Columbia State Bank at 3.4% interest from June 2012 through December 2016. The final payment will be made, as shown below, during fiscal year ended June 30, 2017.

Debt requirements are summarized below:

Governmental Activities			
Fiscal Year End June 2017	Principal	Interest	Total
	133,495	2,270	135,765
Total	<u>\$133,495</u>	<u>\$2,270</u>	<u>\$135,765</u>

**(6) Risk Management**

The Agency is exposed to various risks of loss and insurance coverage is provided by the Agency of Astoria, which carries commercial insurance. Settled claims resulting from risks of loss have not exceeded commercial insurance coverage in any of the past three years.

**(7) Subsequent Event**

The Astor West Urban Renewal District (AWURD) has a loan receivable of \$307,611, originally \$312,283. from Union Fish, LLC for improvements to the facility referred to as the “Red Building”. The loans are administered for the districts by Craft3 (formerly known as Enterprise Cascadia). This loan was restructured during fiscal year ended June 30, 2016 and divided between two individuals in the amounts of \$156,217 and \$156,066. The Agency was notified of final discharge of debt through bankruptcy in the amount of \$156,066 on October 12, 2016. This amount of \$156,066 is now uncollectible and will be reported as such in the financial statements for fiscal year ended June 30, 2017.

**ASTORIA URBAN RENEWAL AGENCY  
(A COMPONENT UNIT OF THE CITY OF ASTORIA, OREGON)  
NOTES TO THE BASIC FINANCIAL STATEMENTS**

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**(8) Prior Period Adjustment**

This prior period adjustment was to record unavailable revenue at the governmental level of the financial statements to properly offset

**(9) Property Tax Limitations**

The State of Oregon has a constitutional limit on property taxes for schools and non-school government operations. The limitation provides that property taxes for non-school operations are limited to \$10.00 for each \$1,000 property market value. Local government taxes in the City currently do not exceed the \$10.00 rate limit; however, this limitation may affect the availability of future tax revenues for the City. This limitation does not apply to taxes levied for principal and interest on general obligation bonded debt.

An additional limit reduces the amount of operating property tax revenues available. This reduction was accomplished by rolling property values for 1997-98 back to their 1995-96 values less 10% and limiting future tax value growth of each property to no more than 3% per year, subject to certain exceptions. Taxes levied to support bonded debt are exempted from the reductions. The Constitution also sets restrictive voter approval requirements for most tax and many fee increases and new bond issues.

**(10) Other Information**

The City of Astoria invoices the Agency for services provided. This includes amounts associated with personnel costs in support of Agency activities.

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## **REQUIRED SUPPLEMENTARY INFORMATION**

## REQUIRED SUPPLEMENTARY INFORMATION

Required supplementary information includes financial information and disclosures that are required by the GASB but are not considered a part of the basic financial statements.

➤ Budgetary Comparison Schedules

- Astor East #126
- Astor West #127

**ASTORIA URBAN RENEWAL AGENCY**  
*(a component unit of the City of Astoria)*  
**CLATSOP COUNTY, OREGON**  
**ASTOR EAST #126**  
**SCHEDULE OF REVENUE, EXPENDITURES, AND**  
**CHANGES IN FUND BALANCE - BUDGET AND ACTUAL**  
**For the Fiscal Year Ended June 30, 2016**

	Budget		Actual	Variance To Final Budget
	Original	Final		
<b>REVENUES:</b>				
Taxes	\$ 322,200	\$ 322,200	\$ 308,272	\$ (13,928)
Interest earnings	1,950	1,950	7,585	5,635
Miscellaneous	29,900	29,900	64,216	34,316
Delinquent ad valorem taxes	15,000	15,000	12,101	(2,899)
Total revenues	369,050	369,050	392,174	23,124
<b>EXPENDITURES:</b>				
Materials and services	104,870	169,770 (1)	144,939	24,831
Capital outlay	325,000	325,000 (1)	293,033	31,967
Debt service:				
Principal	129,120	129,120	129,106	14
Interest	6,750	6,850	6,834	16
Total debt service	135,870	135,970 (1)	135,940	30
Contingency	45,000	45,000 (1)	-	45,000
Total expenditures	610,740	675,740	573,912	101,828
Net change in fund balance	(241,690)	(306,690)	(181,738)	124,952
<b>FUND BALANCE, BEGINNING</b>	358,300	423,300	791,869	368,569
<b>PRIOR PERIOD ADJUSTMENTS</b>	-	-	(238,987)	(238,987)
<b>FUND BALANCE, ENDING</b>	<u>\$ 116,610</u>	<u>\$ 116,610</u>	<u>\$ 371,144</u>	<u>\$ 254,534</u>

(1) Appropriation level

**ASTORIA URBAN RENEWAL AGENCY**  
*(a component unit of the City of Astoria)*  
**CLATSOP COUNTY, OREGON**  
**ASTOR WEST #127**  
**SCHEDULE OF REVENUES, EXPENDITURES, AND**  
**CHANGES IN FUND BALANCE - BUDGET AND ACTUAL**  
**For the Fiscal Year Ended June 30, 2016**

	Budget		Actual	Variance To Final Budget
	Original	Final		
<b>REVENUES:</b>				
Taxes	\$ 598,400	\$ 598,400	\$ 673,002	\$ 74,602
Interest earnings	12,000	12,000	19,428	7,428
Miscellaneous	13,200	13,200	11,647	(1,553)
Delinquent ad valorem taxes	20,000	20,000	21,867	1,867
<b>Total revenues</b>	<b>643,600</b>	<b>643,600</b>	<b>725,944</b>	<b>82,344</b>
<b>EXPENDITURES:</b>				
Materials and services	195,120	195,120 (1)	60,294	134,826
Capital outlay	2,000,000	2,000,000 (1)	5,000	1,995,000
Contingency	254,000	254,000 (1)	-	254,000
<b>Total expenditures</b>	<b>2,449,120</b>	<b>2,449,120</b>	<b>65,294</b>	<b>2,383,826</b>
Net change in fund balance	(1,805,520)	(1,805,520)	660,650	2,466,170
<b>FUND BALANCES, BEGINNING</b>	<b>3,006,020</b>	<b>3,006,020</b>	<b>3,391,553</b>	<b>385,533</b>
<b>PRIOR PERIOD ADJUSTMENTS</b>	<b>-</b>	<b>-</b>	<b>(311,481)</b>	<b>311,481</b>
<b>FUND BALANCES, ENDING</b>	<b>\$ 1,200,500</b>	<b>\$ 1,200,500</b>	<b>\$ 3,740,722</b>	<b>\$ 2,540,222</b>

(1) Appropriation level

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## **SUPPLEMENTARY INFORMATION**

**ASTORIA URBAN RENEWAL AGENCY**  
*(a component unit of the City of Astoria)*

**CLATSOP COUNTY, OREGON**  
**Schedule of Property Tax Transactions**  
**Year Ended June 30, 2016**

Tax Year	Taxes Receivable 06/30/15	Tax Levy	Less Discounts	Tax Collected	Sheriff's Assessment	Adjustment to Rolls	Add Interest	Taxes Receivable 06/30/16
Current								
2015-16	\$ -	\$ 1,039,105	\$ 26,467	\$ 976,026	\$ 259	\$ (1,895)	\$ 716	\$ 35,692
Prior:								
2014-15	35,038	-	-	19,788	-	\$ (1,594)	1,523	15,179
2013-14	16,283	-	-	6,952	-	\$ (1,350)	1,311	9,292
2012-13	11,986	-	-	7,456	-	\$ (2,205)	2,186	4,511
2011-12	4,796	-	-	3,139	-	\$ (1,107)	1,076	1,626
2010-11	1,334	-	-	440	-	\$ (218)	188	864
2009-10	1,065	-	-	297	-	\$ (387)	355	736
Prior Years	1,484	-	-	85	-	\$ (80)	80	1,399
<b>Total</b>	<b>\$ 71,986</b>	<b>\$ 1,039,105</b>	<b>\$ 26,467</b>	<b>\$ 1,014,183</b>	<b>\$ 259</b>	<b>\$ (8,836)</b>	<b>\$ 7,435</b>	<b>69,299</b>
							Cash w/ County	<u>13,372</u>
								\$ 82,671

RECONCILIATION TO REVENUE:

Cash Collected by County Treasurer	\$ 1,014,183
Accrued in prior year	(20,298)
Accrued in current year	13,372
Taxes in lieu	<u>7,985</u>
Tax revenue per financial statements	<u>\$ 1,015,242</u>

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

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

We have audited the basic financial statements of the Astoria Urban Renewal Agency (the Agency), a component unit of the City of Astoria, Oregon, as of and for the year ended June 30, 2016 and have issued our report thereon dated December 31, 2016. We conducted our audit in accordance with auditing standards generally accepted in the United States of America.

**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 the 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:

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

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 the Oregon

Administrative Rules 162-10-000 through 162-10-330 of the *Minimum Standards for Audits of Oregon Municipal Corporations*.

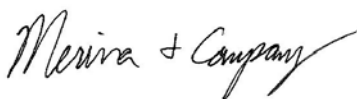
### **OAR 162-10-0230 Internal Control**

In planning and performing our audit, we considered the Agency's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Agency's internal control. Accordingly, we do not express an opinion on the effectiveness of the Agency's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph 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 were not identified. However, as communicated in a separate letter to management dated December 31, 2016, we identified certain deficiencies in internal control that we consider to be a material weakness.

*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. We consider the deficiency as communicated in a separate letter to management dated December 31, 2016 to be a material weakness.

This report is intended solely for the information and use of the Agency Officials, 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.



Merina & Company, LLP  
West Linn, Oregon  
December 31, 2016