



Agenda Item

January 4, 2023

TO: City Council

FROM: Frank Lonergan, Mayor

SUBJECT: **Committee Appointments**

The following appointments are made, subject to the approval of the Council. Please forward any adverse comments to me prior to the Council meeting on Monday, January 9, 2023. No reply is required if you approve of my decision.

Woodburn Budget Committee

John Zobrist

Woodburn Public Art Mural Committee

Christine Lopez

Colleen Vancil

Sharon Schaub

Merri Berlin

Woodburn Library Board

Marilyn McCully

Woodburn Parks and Rec Board

Ricardo Vazquez Rodriguez

Woodburn Planning Commission

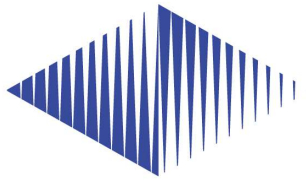
Merri Berlin

Mid-Willamette Area Commission on Transportation

Mayor Frank Lonergan

Mid-Willamette Valley Community Development Partnership (MWVCDP) Board

To be discussed.



GROVE, MUELLER & SWANK, P.C.

Certified Public Accountants and Consultants

475 Cottage Street NE, Suite 200, Salem, OR 97301
(503) 581-7788 • FAX (503) 581-0152 • www.gms.cpa

December 30, 2022

City Council
City of Woodburn
270 Montgomery St.
Woodburn, Oregon 97071

We have audited the financial statements of the City of Woodburn and the Woodburn Urban Renewal Agency (collectively, the City) as of and for the year ended June 30, 2022 and have issued our report thereon dated December 30, 2022. Professional standards require that we advise you of the following matters relating to our audit.

Our Responsibility in Relation to the Financial Statement Audit

As communicated in our engagement letter dated June 6, 2022, our responsibility, as described by professional standards, is to form and express an opinion about whether the financial statements that have been prepared by management with your oversight are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America. Our audit of the financial statements does not relieve you or management of your respective responsibilities.

Our responsibility, as prescribed by professional standards, is to plan and perform our audit to obtain reasonable, rather than absolute, assurance about whether the financial statements are free of material misstatement. An audit of financial statements includes consideration of internal control over financial reporting as a basis for designing 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 over financial reporting. Accordingly, as part of our audit, we considered the internal control of the City solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are also responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures for the purpose of identifying other matters to communicate to you.

Planned Scope and Timing of the Audit

We conducted our audit consistent with the planned scope and timing we previously communicated to you.

Compliance with All Ethics Requirements Regarding Independence

The engagement team, others in our firm, as appropriate, and our firm have complied with all relevant ethical requirements regarding independence.

Significant Risks Identified

We have identified the following significant risks:

Misclassification of expenditures was identified as a risk. There is potential for expenditures to be misclassified in an effort to avoid overexpending a budgeted appropriation category.

The possibility that management could override the system of controls. This risk is always identified and addressed by our planned audit procedures. This is not indicative of any unusual circumstance observed within your organization.

Qualitative Aspects of the City's Significant Accounting Practices

Significant Accounting Policies

Management has the responsibility to select and use appropriate accounting policies. A summary of the significant accounting policies adopted by the City is included in the notes to the financial statements. There have been no initial selection of accounting policies and no changes in significant accounting policies or their application during the year. No matters have come to our attention that would require us, under professional standards, to inform you about (1) the methods used to account for significant unusual transactions and (2) the effect of significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.

Significant Accounting Estimates

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's current judgments. Those judgments are normally based on knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ markedly from management's current judgments.

The most sensitive accounting estimates affecting the financial statements are depreciation, net pension liability, net OPEB liability and asset, and related deferred inflows and outflows. We evaluated the key factors and assumptions used to develop the estimates and determined that they are reasonable in relation to the basic financial statements taken as a whole and in relation to the applicable opinion units.

The financial statement disclosures are neutral, consistent and clear.

Significant Difficulties Encountered during the Audit

We encountered no significant difficulties in dealing with management relating to the performance of the audit.

Uncorrected and Corrected Misstatements

For purposes of this communication, professional standards also require us to accumulate all known and likely misstatements identified during the audit, other than those that we believe are trivial, and communicate them to the appropriate level of management. Further, professional standards require us to also communicate the effect of uncorrected misstatements related to prior periods on the relevant classes of transactions, account balances or disclosures, and the financial statements as a whole and each applicable opinion unit. Management has corrected all identified misstatements.

In addition, professional standards require us to communicate to you all material, corrected misstatements that were brought to the attention of management as a result of our audit procedures. Attached is a list of misstatements that we identified as a result of our audit procedures that were brought to the attention of, and were corrected by, management.

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter, which could be significant to the City's financial statements or the auditor's report. No such disagreements arose during the course of the audit.

Circumstances that Affect the Form and Content of the Auditor's Report

For purposes of this letter, professional standards require that we communicate any circumstances that affect the form and content of our auditor's report. No circumstances occurred during the course of our audit.

Representations Requested from Management

We have requested certain written representations from management, which are included in the attached letter dated December 30, 2022.

Management's Consultations with Other Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters. Management informed us that, and to our knowledge, there were no consultations with other accountants regarding auditing and accounting matters.

Other Significant Matters, Findings, or Issues

In the normal course of our professional association with the City, we generally discuss a variety of matters, including the application of accounting principles and auditing standards, operating and regulatory conditions affecting the City, and operational plans and strategies that may affect the risks of material misstatement. None of the matters discussed resulted in a condition to our retention as the City's auditors.

Restriction on Use

This report is intended solely for the information and use of the City Council and management of the City of Woodburn and Woodburn Urban Renewal Agency and is not intended to be and should not be used by anyone other than these specified parties.

Very truly yours,

Grove, Mueller & Swank, P.C.
CERTIFIED PUBLIC ACCOUNTANTS

Client: **88925 - City of Woodburn**
Engagement: **Audit 2022 - City of Woodburn**
Period Ending: **6/30/2022**
Trial Balance: **3001 - TB**
Workpaper: **1400.01 - Copy of Adjusting Journal Entries Report**

Account	Description	W/P Ref	Debit	Credit
Adjusting Journal Entries JE # 1		3701.01		
PBC - To post entries provided by client after initial TB was provided				
001 1122	Accounts Receivable		44,413.68	
001 2257	Deferred Revenue		40,598.93	
110 1122	Accounts Receivable		54,250.00	
110 1122	Accounts Receivable		71,788.00	
140-631-4299 5419	Other Professional Serv		33,045.85	
250 1122	Accounts Receivable		2,636.91	
250 2257	Deferred Revenue		9,528.71	
720 1122	Accounts Receivable		3,484.33	
720 2257	Deferred Revenue		9,591.64	
720-125-7200 5419	Other Professional Serv		60,000.00	
001 1111	Taxes Receivable			40,598.93
001 2257	Deferred Revenue			44,413.68
110-000 3341.601	STF Formula			54,250.00
110-000 3345	Statewide Transit			71,788.00
140 2213	Accounts Payable			28,148.70
140 2223	Retainage			4,897.15
250 1111	Taxes Receivable			9,528.71
250 2257	Deferred Revenue			2,636.91
720 1111	Taxes Receivable			9,591.64
720 2213	Accounts Payable			60,000.00
720 2257	Deferred Revenue			3,484.33
Total			329,338.05	329,338.05
Adjusting Journal Entries JE # 2		3701.02		
PBC - to post ODOT City Apportionment for June 2022				
140 1122	Accounts Receivable		9,124.35	
140-000 3171	City Gas Tax			9,124.35
Total			9,124.35	9,124.35
Adjusting Journal Entries JE # 3		5102.02		
To post entries identified during PBSR testing				
363-631-9531 5631	Streets/Alleys/Sidewalks		5,302.27	
363-631-9531 5631	Streets/Alleys/Sidewalks		212,090.35	
720-125-7200 5639	Other Improvements		62,561.00	
363 2213	Accounts Payable			212,090.35
363 2223	Retainage			5,302.27
720 2213	Accounts Payable			62,561.00
Total			279,953.62	279,953.62
Adjusting Journal Entries JE # 4		4402		
To record current year amortization of interest paid on defeasance				
472-621-6599 5721	Bond Interest		266,112.50	
472 1143	Prepaid Services			266,112.50
Total			266,112.50	266,112.50
Adjusting Journal Entries JE # 5		3701.03		
PBC - to post client provided AJE to reclassify capital outlay to M&S				
001-411-7711 5472	Buildings Repairs & Maint		720.67	
720-125-7200 5520	Grant Program		220.00	
720-125-7200 5520	Grant Program		2,125.00	
720-125-7200 5631	Streets/Alleys/Sidewalks		511.04	
001-411-7711 5637	Parks			720.67
720-125-7200 5630	Public Art			511.04
720-125-7200 5631	Streets/Alleys/Sidewalks			220.00
720-125-7200 5639	Other Improvements			2,125.00
Total			3,576.71	3,576.71
Adjusting Journal Entries JE # 6		4603.08		
To reclass PD remodel costs to capital outlay				

Client: **88925 - City of Woodburn**
Engagement: **Audit 2022 - City of Woodburn**
Period Ending: **6/30/2022**
Trial Balance: **3001 - TB**
Workpaper: **1400.01 - Copy of Adjusting Journal Entries Report**

Account	Description	W/P Ref	Debit	Credit
001 1101	Cash		13,718.28	
358-121-9531 5629	Buildings		13,718.28	
001-211-2111 5472	Buildings Repairs & Maint			13,718.28
358 1101	Cash			13,718.28
Total			27,436.56	27,436.56
Adjusting Journal Entries JE # 41		3701.04		
To record CRC activity as revenue				
001-901-9971 5981.014	Reserve - Cascade Dr. Maintenance		20,558.12	
001-000 3699	Other Miscellaneous Income			20,558.12
Total			20,558.12	20,558.12



December 30, 2022

Grove, Mueller & Swank, P.C.
475 Cottage Street NE, Suite 200
Salem, OR 97301

This representation letter is provided in connection with your audit of the financial statements of the City of Woodburn and the Woodburn Urban Renewal Agency (collectively, the City) as of June 30, 2022, and the related notes to the financial statements, for the purpose of expressing opinions on whether the basic financial statements present fairly, in all material respects, the financial position, results of operations, and cash flows, where applicable, of the various opinion units of the City in accordance with accounting principles generally accepted for governments in the United States of America (U.S. GAAP).

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information such that, in the light of surrounding circumstances, there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

We confirm that, to the best of our knowledge and belief, having made such inquiries as we considered necessary for the purpose of appropriately informing ourselves as of December 30, 2022:

Financial Statements

- We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated June 6, 2022, for the preparation and fair presentation of the financial statements of the various opinion units referred to above in accordance with U.S. GAAP.
- We acknowledge our responsibility for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.
- We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.
- We acknowledge our responsibility for compliance with the laws, regulations, and provisions of contracts and grant agreements.
- We have reviewed, approved, and taken responsibility for the financial statements and related notes.
- We have a process to track the status of audit findings and recommendations.
- We have identified and communicated to you all previous audits, attestation engagements, and other studies related to the audit objectives and whether related recommendations have been implemented.
- Significant assumptions used by us in making accounting estimates, including those measured at fair value, are reasonable.
- All related party relationships and transactions have been appropriately accounted for and disclosed in accordance with the requirements of U.S. GAAP.



- All events subsequent to the date of the financial statements and for which U.S. GAAP requires adjustment or disclosure have been adjusted or disclosed.
- We are in agreement with the adjusting journal entries you have proposed, and they have been posted to the City's accounts.
- All component units, as well as joint ventures with an equity interest, are included and other joint ventures and related organizations are properly disclosed.
- The effects of all known or possible litigation and claims have been accounted for and disclosed in accordance with U.S. GAAP.
- All funds and activities are properly classified.
- All funds that meet the quantitative criteria in GASB Statement No. 34, *Basic Financial Statements—and Management's Discussion and Analysis—for State and Local Governments*, GASB Statement No. 37, *Basic Financial Statements—and Management's Discussion and Analysis—for State and Local Governments: Omnibus* as amended, and GASB Statement No. 65, *Items Previously Reported as Assets and Liabilities*, for presentation as major are identified and presented as such and all other funds that are presented as major are considered important to financial statement users.
- All components of net position, nonspendable fund balance, and restricted, committed, assigned, and unassigned fund balance are properly classified and, if applicable, approved.
- Our policy regarding whether to first apply restricted or unrestricted resources when an expense is incurred for purposes for which both restricted and unrestricted net position/fund balance are available is appropriately disclosed and net position/fund balance is properly recognized under the policy.
- All revenues within the statement of activities have been properly classified as program revenues, general revenues, contributions to term or permanent endowments, or contributions to permanent fund principal.
- All expenses have been properly classified in or allocated to functions and programs in the statement of activities, and allocations, if any, have been made on a reasonable basis.
- All interfund and intra-entity transactions and balances have been properly classified and reported.
- Deposit and investment risks have been properly and fully disclosed.
- Capital assets, including infrastructure assets, are properly capitalized, reported, and if applicable, depreciated.
- All required supplementary information is measured and presented within the prescribed guidelines.
- With regard to investments and other instruments reported at fair value:
 - The underlying assumptions are reasonable and they appropriately reflect management's intent and ability to carry out its stated courses of action.
 - The measurement methods and related assumptions used in determining fair value are appropriate in the circumstances and have been consistently applied.
 - The disclosures related to fair values are complete, adequate, and in accordance with U.S. GAAP.
 - There are no subsequent events that require adjustments to the fair value measurements and disclosures included in the financial statements.
- With respect to the required supplementary information accompanying the financial statements:
 - We acknowledge our responsibility for the presentation of the required supplementary information in accordance with U.S. GAAP.



- We believe the required supplementary information, including its form and content, is measured and fairly presented.
- The methods of measurement or presentation have not changed from those used in the prior period.
- We believe the significant assumptions or interpretations underlying the measurement or presentation of the required supplementary information, and the basis for our assumptions and interpretations, are reasonable and appropriate in the circumstances.
- With respect to the supplementary information:
 - We acknowledge our responsibility for presenting the supplementary information in accordance with accounting principles generally accepted in the United States of America, and we believe the supplementary information, including its form and content, is fairly presented in accordance with accounting principles generally accepted in the United States of America. The methods of measurement and presentation of the supplementary information have not changed from those used in the prior period, and we have disclosed to you any significant assumptions or interpretations underlying the measurement and presentation of the supplementary information.
 - If the supplementary information is not presented with the audited financial statements, we will make the audited financial statements readily available to the intended users of the supplementary information no later than the date we issue the supplementary information and the auditor's report thereon.
- With respect to your preparation of the financial statements and related notes, we have performed the following:
 - Made all management decisions and performed all management functions;
 - Assigned a competent individual to oversee the services;
 - Evaluated the adequacy of the services performed;
 - Evaluated and accepted responsibility for the result of the service performed; and
 - Established and maintained internal controls, including monitoring ongoing activities.

Information Provided

- We have provided you with:
 - Access to all information, of which we are aware that is relevant to the preparation and fair presentation of the financial statements of the various opinion units referred to above, such as records, documentation, meeting minutes, and other matters;
 - Additional information that you have requested from us for the purpose of the audit; and
 - Unrestricted access to persons within the City from whom you determined it necessary to obtain audit evidence.
 - A written acknowledgement of all the documents that we expect to issue that will be included in the annual report and the planed timing and method of issuance of that annual report;
 - A final version of the annual report (including all the documents that, together, comprise the annual report) in a timely manner prior to the date of the auditor's report.
- All transactions have been recorded in the accounting records and are reflected in the financial statements.
- We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.



- We have no knowledge of any fraud or suspected fraud that affects the City and involves:
 - Management;
 - Employees who have significant roles in internal control; or
 - Others where the fraud could have a material effect on the financial statements.
- We have no knowledge of any allegations of fraud, or suspected fraud, affecting the City's financial statements communicated by employees, former employees, vendors, regulators, or others.
- We are not aware of any pending or threatened litigation, claims, and assessments whose effects should be considered when preparing the financial statements, and we have not consulted legal counsel concerning litigation, claims or assessments, except as disclosed to you.
- We have disclosed to you the identity of all the City's related parties and the nature of all the related party relationships and transactions of which we are aware.
- There have been no communications from regulatory agencies concerning noncompliance with or deficiencies in accounting, internal control, or financial reporting practices.
- The City has no plans or intentions that may materially affect the carrying value or classification of assets and liabilities.
- We have disclosed to you all guarantees, whether written or oral, under which the City is contingently liable.
- We have disclosed to you all significant estimates and material concentrations known to management that are required to be disclosed in accordance with GASB Statement No. 62 (GASB-62), *Codification of Accounting and Financial Reporting Guidance Contained in Pre-November 30, 1989 FASB and AICPA Pronouncements*. Significant estimates are estimates at the balance sheet date that could change materially within the next year. Concentrations refer to volumes of business, revenues, available sources of supply, or markets or geographic areas for which events could occur that would significantly disrupt normal finances within the next year.
- We have identified and disclosed to you the laws, regulations, and provisions of contracts and grant agreements that could have a direct and material effect on financial statement amounts, including legal and contractual provisions for reporting specific activities in separate funds.
- There are no:
 - Violations or possible violations of laws or regulations, or provisions of contracts or grant agreements whose effects should be considered for disclosure in the financial statements or as a basis for recording a loss contingency, including applicable budget laws and regulations.
 - Unasserted claims or assessments that our lawyer has advised are probable of assertion and must be disclosed in accordance with GASB-62.
 - Other liabilities or gain or loss contingencies that are required to be accrued or disclosed by GASB-62
 - Continuing disclosure consent decree agreements or filings with the Securities and Exchange Commission and we have filed updates on a timely basis in accordance with the agreements (Rule 240, 15c2-12).
- The City has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset or future revenue been pledged as collateral, except as disclosed to you.
- We have complied with all aspects of grant agreements and other contractual agreements that would have a material effect on the financial statements in the event of noncompliance.

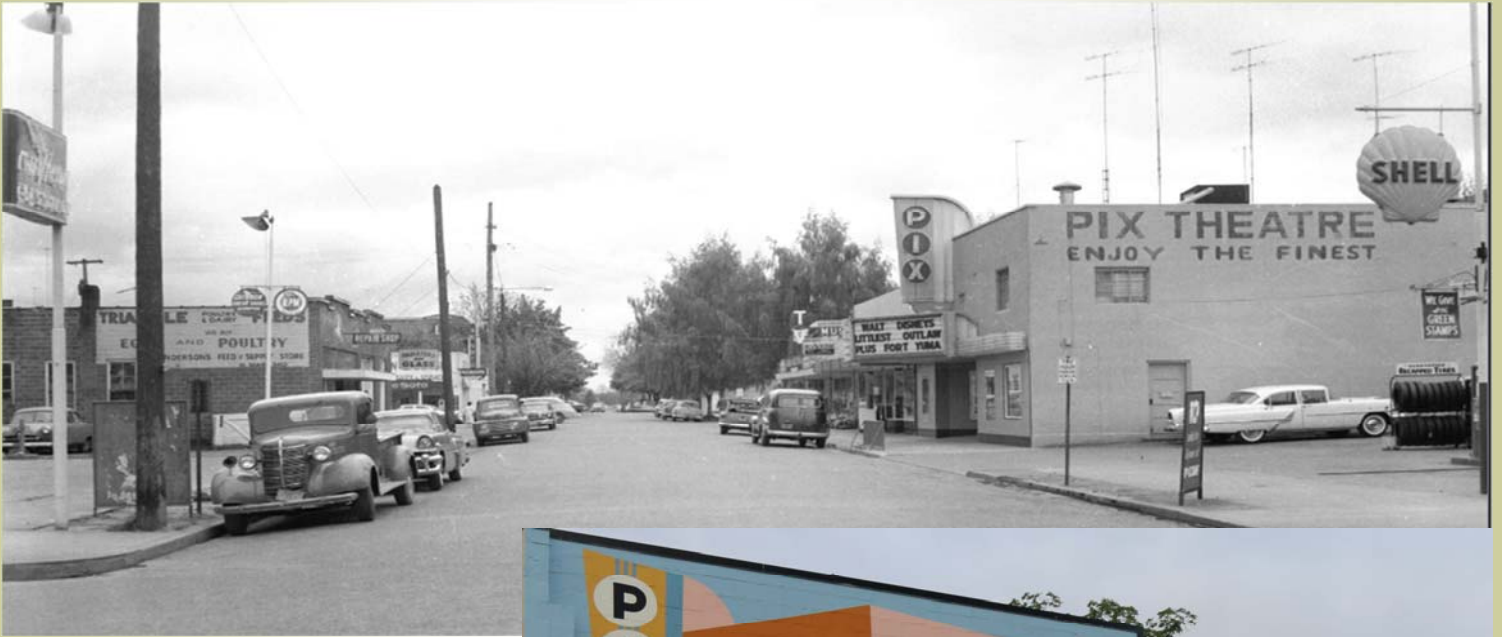
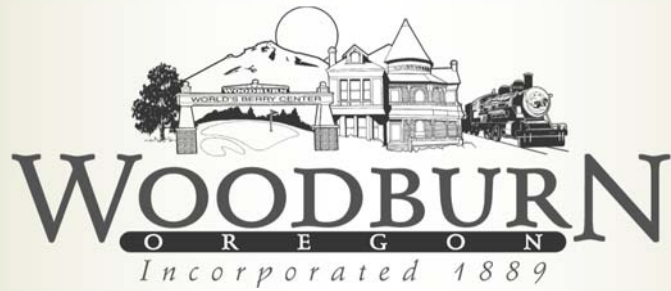


A blue ink signature of Scott Derickson, written in a cursive style, positioned above a horizontal line.

Scott Derickson, City Administrator

A blue ink signature of Anthony Turley, written in a cursive style, positioned above a horizontal line.

Anthony Turley, Finance Director



City of Woodburn, Oregon

Annual Comprehensive Financial Report

For the Year Ended June 30, 2022

CITY OF WOODBURN, OREGON

***ANNUAL COMPREHENSIVE
FINANCIAL REPORT***

Year Ended June 30, 2022

***Prepared by City of Woodburn Finance
Department
Anthony Turley, Finance Director***

CITY OF WOODBURN, OREGON
TABLE OF CONTENTS

	<i>Page</i>
 <i>INTRODUCTORY SECTION</i>	
Letter of Transmittal	i-iv
Organization of the City of Woodburn, Oregon	v
Certificate of Achievement for Excellence in Financial Reporting	vi
List of Officials	vii
 <i>FINANCIAL SECTION</i>	
 <i>INDEPENDENT AUDITOR'S REPORT</i>	
	1-3
 <i>MANAGEMENT'S DISCUSSION AND ANALYSIS</i>	
	4-9
 <i>BASIC FINANCIAL STATEMENTS</i>	
Government-wide Financial Statements	
Statement of Net Position	10
Statement of Activities	11-12
Fund Financial Statements	
Balance Sheet - Governmental Funds	13
Reconciliation of Balance Sheet - Governmental Funds to the Statement of Net Position	14
Statement of Revenues, Expenditures and Changes in Fund Balances – Governmental Funds	15
Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balances – Governmental Funds to the Statement of Activities	16
Statement of Net Position - Proprietary Funds	17
Statement of Revenues, Expenses and Changes in Net Position – Proprietary Funds	18
Statement of Cash Flows - Proprietary Funds	19-20
Notes to Basic Financial Statements	21-51
 <i>REQUIRED SUPPLEMENTARY INFORMATION</i>	
Combining Balance Sheet – Budgetary Funds Reported as General Fund	52
Combining Statement of Revenues, Expenditures, and Changes in Fund Balances – Budgetary Funds Reported as General Fund	53
Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual General Fund	54
PERS Reserve Fund	55
Building Inspection Fund	56
Schedule of the City's Proportionate Share of the Net Pension Liability (Asset) – Oregon Public Employee's Retirement System	57
Schedule of the City's Contributions – Oregon Public Employee's Retirement System	58
Schedule of Changes in Total Other Post-Employment Benefits Liability and Related Ratios - Implicit Rate Subsidy	59
Schedule of the City's Proportionate Share of the Net OPEB Liability (Asset) – Oregon Public Employee's Retirement System Retiree Health Insurance Account	60
Schedule of the City's Contributions – Oregon Public Employee's Retirement System Retiree Health Insurance Account	61
Notes to the Required Supplementary Information	62-63

CITY OF WOODBURN, OREGON
TABLE OF CONTENTS

	<u>Page</u>
FINANCIAL SECTION (Continued)	
SUPPLEMENTARY INFORMATION	
Governmental Funds	
Combining Balance Sheet – Nonmajor Funds	64-67
Combining Statement of Revenues, Expenditures and Changes in Fund Balances – Nonmajor Funds	68-71
Schedules of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual	
Street SDC Fund	72
Street Fund	73
Transit Fund	74
Asset Forfeiture Fund	75
American Rescue Plan Fund	76
Housing Rehabilitation Fund	77
Lavelle Black Trust Fund	78
Urban Renewal Fund	79
General Capital Construction Fund	80
Special Assessment Fund	81
Street & Storm Capital Construction Fund	82
Parks SDC Fund	83
Storm SDC Fund	84
Equipment Replacement Fund	85
GO Debt Service Fund	86
Proprietary Funds	
Enterprise Funds	
Schedules of Revenues, Expenditures and Changes in Fund Balances - Budget (Non-GAAP Basis) and Actual	
Water Operations Combining	87
Water Fund	88
Water SDC Fund	89
Water Capital Construction Fund	90
Sewer Operations Combining	91
Sewer Fund	92
Sewer SDC Fund	93
Sewer Capital Construction Fund	94
Internal Services Funds	
Combining Statement of Fund Net Position	95
Combining Statement of Revenues, Expenses and Changes in Fund Net Position	96
Combining Statement of Cash Flows	97
Schedules of Revenues, Expenditures and Changes in Fund Balances (Budgetary Basis) Budget and Actual	
Information Technology Fund	98
Insurance Fund	99
STATISTICAL SECTION	
CONTENTS	100
FINANCIAL TRENDS	
Net Position by Component	101
Changes in Net Position	102-103
Fund Balance of Governmental Funds	104
Changes in Fund Balances of Governmental Funds	105

CITY OF WOODBURN, OREGON
TABLE OF CONTENTS

	<u>Page</u>
<i>STATISTICAL SECTION (Continued)</i>	
<i>REVENUE CAPACITY</i>	
Market and Assessed Value of Taxable Property	106-107
Direct and Overlapping Governments	108
Principal Property Taxpayers	109
Property Tax Levies and Collections	110
<i>DEBT CAPACITY</i>	
Ratios of Outstanding Debt by Type	111
Ratios of General Bonded Debt Outstanding	112
Direct and Overlapping Governmental Activities Debt	113
Legal Debt Margin	114
Pledged Revenue Coverage	115
<i>DEMOGRAPHIC AND ECONOMIC INFORMATION</i>	
Demographic and Economic Statistics	116
Principal Employers	117
<i>OPERATING INFORMATION</i>	
Full Time Equivalent Employees by Function	118
Operating Indicators by Function	119
Capital Asset Statistics by Function	120
<i>OTHER INFORMATION</i>	
Water System Coverage Calculation	121
Top Ten Water Customers	122
<i>COMPLIANCE SECTION</i>	
Independent Auditor's Report Required by Oregon State Regulations	123-124

INTRODUCTORY SECTION



City of Woodburn
270 Montgomery Street
Woodburn, OR 97071
(503) 982-5222 / (503) 982-5244 FAX
www.ci.woodburn.or.us

December 30, 2022

To the Citizens of Woodburn, Honorable Mayor, City Council, and City Administrator:

It is my pleasure to submit the Annual Comprehensive Financial Report (Annual Financial Report) of the City of Woodburn, Oregon, for the fiscal year ended June 30, 2022.

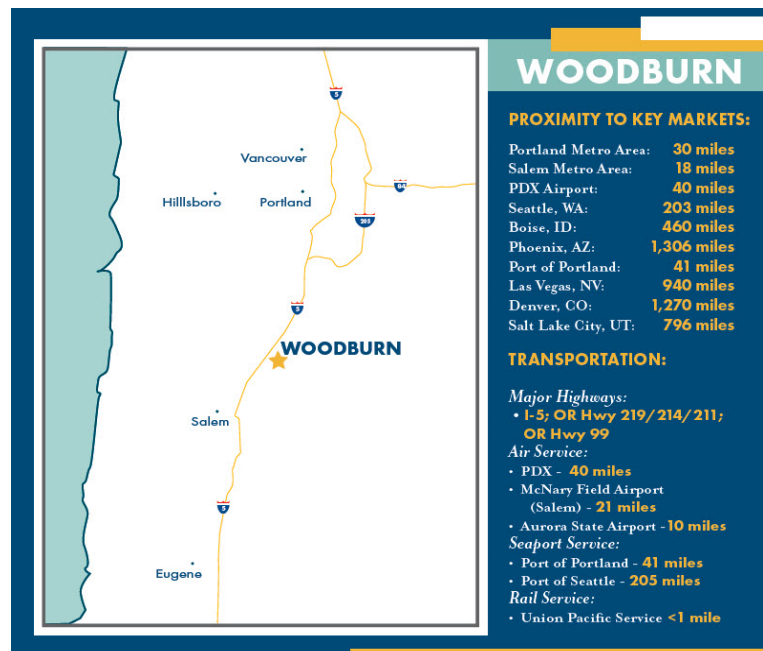
State law requires that an Annual Financial Report and component unit financial statements be published within six months of the fiscal year-end and be audited in accordance with generally accepted auditing standards by independent certified public accountants. Independent auditors, Grove, Mueller & Swank, P.C., have issued an unmodified opinion on the City of Woodburn's financial statements for the fiscal year ended June 30, 2022. The independent auditors' report is presented in the Financial Section of this report. Responsibility for the completeness and reliability of the information contained in this report rests with the City's management and is based on an internal control structure designed for this purpose. The internal control structure is designed to provide reasonable, rather than absolute, assurance that these objectives are met, as the cost of the internal control should not exceed the related benefits.

In the Management's Discussion and Analysis (MD&A) section of this report, a narrative introduction, overview, and analysis of the basic financial statements is provided. This letter of transmittal is designed to complement the MD&A and should be read in conjunction with the MD&A.

CITY PROFILE

The City of Woodburn is a municipal corporation which operates under a Council-Manager form of government. Policy making and legislative authority are vested on the City Council which consists of an elected Mayor (two-year term position) and six councilors (four-year term positions). The City Council is responsible for passing ordinances, resolutions, adopting a budget, and hiring the City Administrator and City Attorney among other things. The City Administrator is responsible for carrying out Council ordinances and policies, managing the daily operations, and appointing department heads.

Woodburn is located in the Willamette Valley, halfway between the larger urban areas of Portland and Salem. The city was incorporated as Woodburn on February 20, 1889.



The City of Woodburn, with a population of 26,468, is Oregon's 24th most populated city, and 3rd populated city in Marion County. The City provides a full range of municipal services, including but not limited to: police, water, wastewater, municipal court, public works (water, sewer, storm, and transportation), economic development, community planning and building inspections, transit, parks, recreation, aquatics, and library.

REPORTING ENTITY

The financial statements include information for the City of Woodburn and its blended component unit, the Urban Renewal Agency of the City of Woodburn.

BUDGET PROCESS

The Oregon Constitution and Oregon Revised Statutes 294 require an adopted balanced budget by July 1, and that the fiscal year for local governments is July 1 through June 30. The budget sets forth City Council's goals and objectives, and identifies the resources necessary to accomplish them. The legal level of budgetary control, as adopted by Council Resolution, is by fund, although department level detail is shown. Appropriations lapse at fiscal year-end and incomplete projects must be re-appropriated in the following fiscal year as part of the adoption of the annual budget.

ECONOMIC ENVIRONMENT

Woodburn has high concentrations of employment across several traded-sector clusters. These clusters are key target industries for Woodburn and include:

- Production Technology and Machinery: manufacturing of machinery for food production, automatic sprinklers systems, bailing machines, hydraulic jacks, and other machinery production.
- Plastics Manufacturing: plastic and rubber products, chemical manufacturing, and plumbing fixtures. This cluster is strongly linked to production technology, machinery, and other chemical manufacturing.
- Metal Product Manufacturing: prefabricated metal building and component manufacturing, ornamental and architectural metal work manufacturing, bathtubs and sinks, metal pipe hangars, fire escapes, grills and grill work, and all other miscellaneous fabricated metal product manufacturing.
- Food Processing and Manufacturing: baked goods, fruit and vegetable canning, frozen foods, confectionary manufacturing, and other food related manufacturing.

Employment patterns in Woodburn, Marion County, and the Portland Region suggest that Woodburn has competitive advantages and opportunities for business development in these rapidly growing clusters:

- Apparel Manufacturing: cutting and sewing apparel, embroidering on textile products, carpet cutting and binding, sleeping bag manufacturing, hats and glove manufacturing, and other apparel manufacturing.
- Distribution and E-Commerce: wholesale trade, farm supplies and merchant wholesalers, refrigerated warehousing and storage, packaging and labeling services, or other warehouse and distribution.
- Information Technology and Analytic Technology: software publishers, electronic computer manufacturing, semiconductor manufacturing, laboratory instrument manufacturing.

Oregon's unemployment rates have dropped dramatically over the last ten years. However, the COVID 19 pandemic has impacted the economy and resulted in increased unemployment. In October 2022, Oregon's year-over-year unemployment rate was 4.2 percent, and Woodburn's rate was 4.2 percent, which is slightly higher than the U.S. unemployment rate of 3.7 percent for the same period.

Factors contributing to Woodburn's low unemployment rates include people's; availability, quality, skills, education/experience, and wages. Within the Woodburn Urban Growth Boundary there are approximately 12,000 employees¹. Beyond Woodburn, as of October 2022, Salem Region has a labor force of 211,060 and the Portland Region of 1,396,619. This means that Woodburn businesses have access to a mix of highly educated skilled and unskilled workers from across the Salem and Portland Regions.

¹ Source: State of Oregon Employment Department, August 2019 Employment and Unemployment in Oregon Counties

MAJOR ISSUES

Development of the FY 2022-23 budget continued the focus on delivery of services to the community with cautious projections due to rising costs in the areas listed below, and an external focus to create a community leadership academy and exploration of a non-profit development center in Woodburn. However, the city received an allocation of the American Rescue Plan Act (ARPA) that will help offset the impact to operations of the COVID-19 pandemic.

- COVID-19 Pandemic
- Wages,
- Public Employee Retirement System (PERS),
- Facility maintenance,
- Infrastructure needs, and
- Technology needs

The current budget includes set-asides for these anticipated costs. The future budgets will continue to be challenged with the need to balance delivery of service with fiscal prudence.

LONG-TERM FINANCIAL PLANNING

A five-year forecast is prepared for each primary operating fund based on current service levels and conservative assumptions. Staff uses the financial plans to make recommendations for utility rate setting, debt refinancing opportunities, capital project budgets, and projection of operating expenses. Revenues are also projected to ensure that operating and capital needs are met.

RELEVANT FINANCIAL POLICIES

The City of Woodburn completes an annual financial plan, which includes a review of the budget policies, fiscal strategy, and five-year forecast. Policy highlights include:

- Annual review to maintain fiscal responsibility, a balanced budget, and obtain policy direction.
- Identification of goals that maximize dedicated funding resources.
- Establishment of General Fund goals to set program priority, maximize City Council's discretion, establish a goal of cost efficiency, pursue new revenue sources, and identify potential new programs.
- Reserve and contingency policy target levels.
- Compensation and benefit policies which address wages, health care and retirement costs.
- Capital improvement guidelines to set the importance of full cost identification, planning, and funding.
- Debt management policies to ensure thorough analysis of options.
- Investment parameters that prioritize fiscal safety, legal compliance, and a market rate of return.
- Annual audit policy to ensure financial compliance.
- Resource reduction strategy to provide guidance in fiscally challenged periods.

DISTINGUISHED BUDGET PRESENTATION AWARD/EXCELLENCE IN FINANCIAL REPORTING AWARD

The City of Woodburn received GFOA's Distinguished Budget Presentation Award for its FY 2022-23 annual budget document. This is the 11th consecutive year that the City of Woodburn has achieved the prestigious award of a distinguished presentation. The Distinguished Budget Presentation award is the highest form of recognition in governmental budgeting. Its attainment represents a significant accomplishment by a government and its management. In order to receive the award, a governmental unit must publish a budget document that meets program criteria as a policy document, a communications medium, an operations guide, and a financial plan. For the 3rd time the City was awarded the Certificate of Achievement for Excellence in Financial Reporting from the GFOA for the FY2020-21 Annual Financial Report. This marks the year in a row the City has earned the reward.

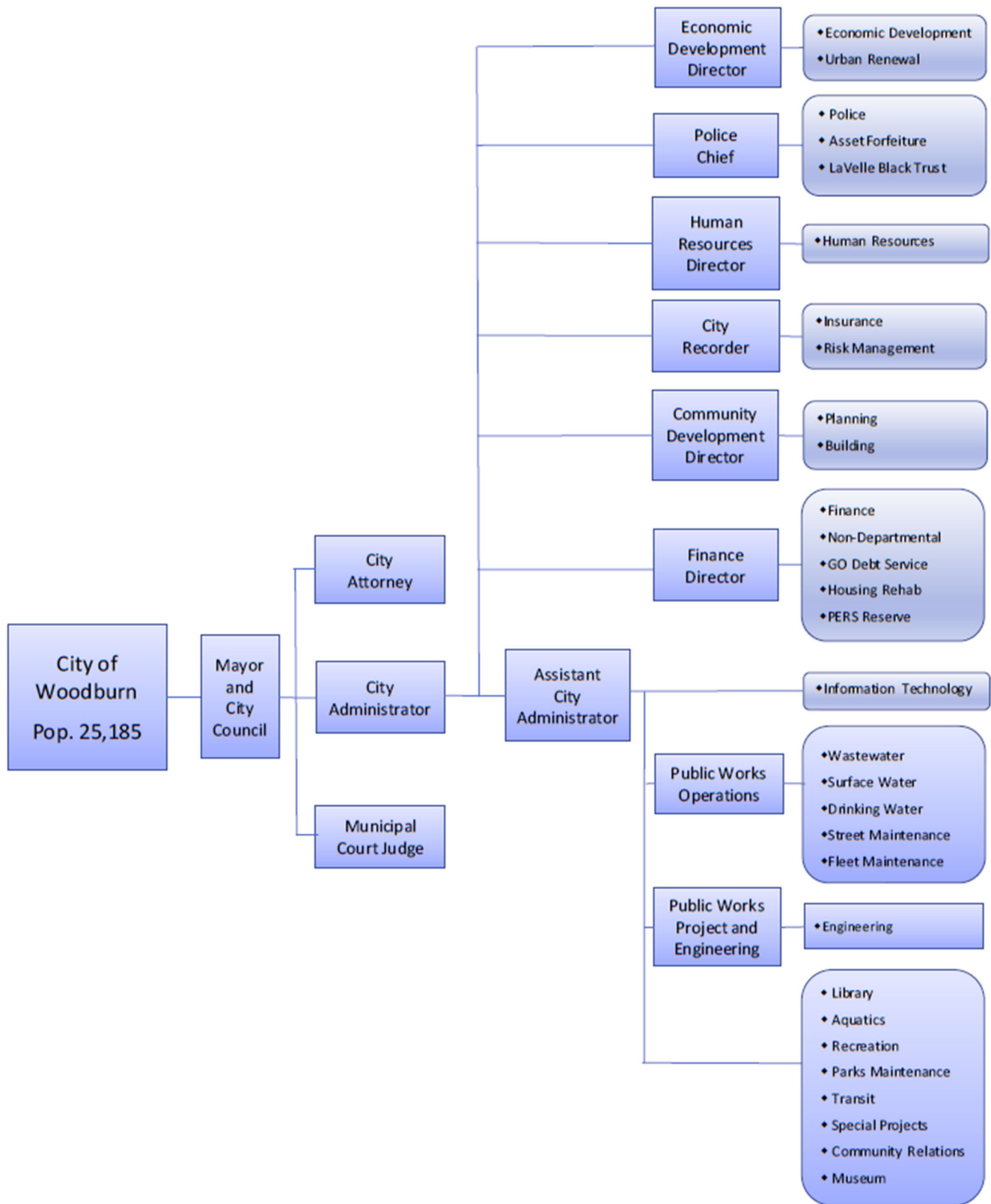
ACKNOWLEDGMENTS

This is the fourth year the City of Woodburn has prepared an Annual Comprehensive Financial Report, which goes beyond the preparation of financial reports to include sections for statistics and continuing disclosure. I would like to thank the entire Finance staff, especially Taylor Shepherd, Karen Sherman, and Rosie Sanchez for the excellent service they provide throughout the year which is reflected in this Annual Comprehensive Financial Report. This report is evidence of their dedication and many hours of hard work. I would also like to thank the City Council and City Administrator for the leadership and support they have provided in developing this Annual Financial Report.



Anthony Turley
Finance Director

ORGANIZATION OF THE CITY OF WOODBURN



Source: City of Woodburn, FY 2021-22 Adopted Budget - Functional Organization Chart



Government Finance Officers Association

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**City of Woodburn
Oregon**

For its Annual Comprehensive
Financial Report
For the Fiscal Year Ended

June 30, 2021

Christopher P. Morill

Executive Director/CEO

MAYOR AND COUNCIL MEMBERS

<i>Name</i>	<i>Term Expires</i>
<i>Mayor</i>	
Eric Swenson	December 31, 2022
<i>Council Members</i>	
Debbie Cabrales	December 31, 2024
Robert Carney	December 31, 2022
Mary Beth Cornwell	December 31, 2022
Ben Puente Jr.	December 31, 2024
Sharon Schaub	December 31, 2022
Ali Swanson	December 31, 2024

The above individuals may be contacted at the address below.

Staff

Scott Derickson, City Administrator
N. Robert Shields, City Attorney
Anthony Turley, Finance Director

City of Woodburn, Oregon
270 Montgomery Street
Woodburn, Oregon 97071

FINANCIAL SECTION



GROVE, MUELLER & SWANK, P.C.

Certified Public Accountants and Consultants

475 Cottage Street NE, Suite 200, Salem, OR 97301
(503) 581-7788 • FAX (503) 581-0152 • www.gms.cpa

INDEPENDENT AUDITOR'S REPORT

Honorable Mayor and Council Members
City of Woodburn
Woodburn, Oregon

Report on the Audit of the Financial Statements

Opinions

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Woodburn, Oregon (the City) as of and for the year ended June 30, 2022, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Woodburn, Oregon, as of June 30, 2022 and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

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

Responsibilities of Management for the Financial Statements

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

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

Auditor's Responsibilities for the Audit of the Financial Statements

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

In performing an audit in accordance with GAAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for a reasonable period of time.

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

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis (MD&A) and the schedules of revenues, expenditures, and changes in fund balance – budget and actual for the General and Building Inspection funds ("the budgetary schedules"), the City's PERS schedules and the City's OPEB schedules be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to management's discussion and analysis, PERS schedules and OPEB schedules described in the preceding paragraph 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 budgetary schedules described above are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. The budgetary schedules have been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the budgetary schedules are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Supplementary Information

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

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


Other Information Included in the Annual Comprehensive Financial Report (ACFR)

Management is responsible for the other information included in the ACFR. The other information comprises the introductory and statistical section of the ACFR but does not include the financial statements and our auditor's report thereon. Our opinions on the financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon. In connection with our audit of the financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

Reporting Required by Oregon Minimum Standards

In accordance with Minimum Standards for Audits of Oregon Municipal Corporations, we have issued our report dated December 30, 2022, on our consideration of the City'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 results of that testing and not to provide an opinion on compliance.

GROVE, MUELLER & SWANK, P.C.
CERTIFIED PUBLIC ACCOUNTANTS

By: 
Ryan T. Pasquarella, Shareholder
December 30, 2022

CITY OF WOODBURN

Year Ended June 30, 2022

MANAGEMENT'S DISCUSSION AND ANALYSIS

The Management's Discussion and Analysis of the City of Woodburn's Annual Comprehensive Financial Report (Annual Financial Report) presents a discussion and analysis of the City's financial performance during the fiscal year ended June 30, 2022. The information presented here should be considered in conjunction with the financial statements included in this report.

FINANCIAL HIGHLIGHTS

Following are the financial highlights of the City for the fiscal year ended June 30:

	<u>2022</u>	<u>2021</u>	<u>Change</u>
Net position	\$ 183,917,797	\$ 151,930,383	\$ 31,987,414
Change in net position	31,987,414	11,635,046	20,352,368
Governmental activities net position	109,365,146	85,531,407	23,833,739
Business-type activities fund net position	74,552,651	66,398,976	8,153,675
Change in governmental net position	23,833,739	5,717,469	18,116,270
Change in proprietary fund net position	8,153,675	5,917,577	2,236,098

OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as an introduction to the City's basic financial statements. The basic financial statements include three components: the government-wide financial statements, the fund financial statements, and notes to the financial statements. This report also contains required and other supplementary information.

Government-wide financial statements. The government-wide financial statements present the net position (*statement of net position*) and results of operations (*statement of activities*) of the City as a whole. Included are all governmental and business-type assets, deferred outflows, liabilities, deferred inflows, and activities of the City. The measurement focus and basis of accounting are the same for the entire City. The measurement focus is on all economic resources of the City, including current financial resources (assets) and non-current financial resources (capital assets) and the related current and non-current liabilities and equity accounts. Both government-wide statements are prepared using the accrual basis of accounting, which is similar to the methods used by most businesses and takes into account all revenues and expenses connected with the fiscal year, even if cash involved has not been received or paid.

The statement of net position presents information on all the City's assets, deferred outflows, liabilities, and deferred inflows, with the difference reported as net position. Increases or decreases in net position may indicate whether the City's financial position is improving or deteriorating.

The statement of activities presents the expenses incurred in providing services to the public and the revenues associated with those activities for both governmental and business-type activities. The statement of activities begins with expenses by function. To these functions are applied charges for services, operating grants and contributions and capital grants and contributions. The resulting sums, with some adjustments, represent charges to taxpayers and may equate to the nearest that governments can determine the "bottom line".

The government-wide financial statements are divided into two categories. Governmental activities are services funded through property taxes and intergovernmental revenues. The governmental activities for the City include general government, public safety, highways and streets, culture and recreation, and economic development. Business-type activities are operations funded primarily through charges to external users of goods and services. Business-type activities include water and sewer.

Fund Financial Statements. A fund is a fiscal and accounting entity with a self-balancing set of accounts that is used to segregate resources that are restricted to a particular activity. The use of funds deters commingling of resources designated for a specific purpose, prevents unauthorized transfer of surpluses, and ensures compliance with legal and contractual requirements. The City has two types of fund categories: governmental funds and proprietary funds.

Governmental Funds. Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on current sources and uses of spendable resources and use the modified accrual basis of accounting. Operating statements include all sources and uses of financial resources, and display the excess of revenues and other financial sources over (under) expenditures and other uses. Included in the balance sheet are liquid assets and receivables that will be converted into cash currently and short-term liabilities, including payables to vendors and employees. Unmatured bond principal or liabilities for compensated absences not to be paid in the fiscal year are not included. Because the governmental fund statements do not encompass the long-term focus of the government-wide statements, reconciliations are provided on the subsequent page of the governmental fund statements. The emphasis is on major funds that account for the predominant assets and activities of all funds.

The City maintains seventeen individual governmental funds. Information is presented separately for the General Fund, Street Fund, and Urban Renewal Fund in the Governmental Fund Balance Sheet and Statement of Revenue, Expenditures and Changes in Fund Balances. The other governmental funds are combined into a single, aggregated presentation. Information for these non-major governmental funds is provided in the form of *combining statements*.

Proprietary Funds. The City maintains two different types of proprietary funds: enterprise and internal service funds. These funds are used to show activities that operate more like those of commercial enterprises. Fees are charged for services provided, both to outside customers and to other units of the City. Enterprise funds are presented as business-type activities in the government-wide financial statements. The City uses enterprise funds to account for its water and sewer activities. Internal service funds account for activities furnishing goods or services to other units of the government. Charges for these services are on a cost-reimbursement basis. The internal services funds include insurance and information services. The internal service funds are reported with governmental activities in the government-wide financial statements.

Proprietary fund statements provide the same type of information as the government-wide financial statements, only in more detail. The proprietary fund financial statements provide separate information for Water Operations and Sewer Operations. The internal service funds are combined into a single column in the proprietary fund financial statements.

The City adopts an annual appropriated budget for all of its funds. Budgetary comparison statements, demonstrating compliance with this budget, have been provided.

Notes to the Financial Statements. The notes to the financial statements are an integral part of the basic financial statements and should be read along with them. The notes provide additional information necessary to communicate the financial position of the City.

Other Information. In addition to the basic financial statements and accompanying notes, this report also presents certain required and other supplementary information concerning the City.

GOVERNMENT-WIDE FINANCIAL ANALYSIS

The City had \$207,632,418 in total assets, \$7,771,743 in total deferred outflows, \$22,491,886 in total liabilities and \$8,994,478 in total deferred inflows, resulting in combined net position of \$183,917,797 for governmental and business-type activities. The largest component of the City's net position reflects its net investment in capital assets (i.e., land, buildings, equipment and infrastructure, less any related debt outstanding that was needed to acquire or construct the assets). The City uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending. Although the City's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources since the capital assets themselves cannot be used to liquidate these liabilities.

Governmental capital and lease assets, net of depreciation and amortization, increased \$2,434,235 over the prior year mainly due to the Legion Park Improvements projects, offset by current year depreciation.

Business-type capital assets, net of depreciation, decreased \$1,834,374 over the prior year due primarily to the I-5 Pump Station project offset by current year depreciation.

Total liabilities for both governmental and business-type activities decreased by \$7,743,101 from the prior year mainly due to payments on long-term debt and a decrease in net pension liability in the current year.

Overall, the City's financial net position increased by \$31,987,414 (21%).

Statement of Net Position

The following table reflects the condensed Statement of Net Position compared to the prior year.

Governmental Activities

The City's net position from governmental activities increased \$23,833,739 (28%) from June 30, 2021 to June 30, 2022 due to an increase in building and planning fees that resulted from a new large commercial property constructed within City limits.

	2022			2021		
	<i>Governmental Activities</i>	<i>Business-type Activities</i>	<i>Total</i>	<i>Governmental Activities</i>	<i>Business-type Activities</i>	<i>Total</i>
Cash and investments	\$ 49,605,611	\$ 24,635,731	\$ 74,241,342	\$ 27,875,820	\$ 18,848,197	\$ 46,724,017
Other assets	2,032,567	2,231,354	4,263,921	2,443,019	2,230,596	4,673,615
Capital and lease assets, net	74,023,243	55,103,912	129,127,155	71,589,008	53,269,538	124,858,546
<i>Total Assets</i>	125,661,421	81,970,997	207,632,418	101,907,847	74,348,331	176,256,178
Deferred outflows	6,383,348	1,388,395	7,771,743	7,031,230	1,558,160	8,589,390
Other liabilities	3,968,471	2,708,854	6,677,325	2,772,776	1,741,914	4,514,690
Long-term liabilities	11,641,366	4,173,195	15,814,561	18,567,383	7,152,914	25,720,297
<i>Total Liabilities</i>	15,609,837	6,882,049	22,491,886	21,340,159	8,894,828	30,234,987
Deferred inflows	7,069,786	1,924,692	8,994,478	2,067,511	612,687	2,680,198
Net position:						
Net investment in capital assets	70,723,048	51,418,406	122,141,454	66,559,658	48,480,237	115,039,895
Restricted	27,828,278	8,547,823	36,376,101	16,222,715	6,751,461	22,974,176
Unrestricted	10,813,820	14,586,422	25,400,242	2,749,034	11,167,278	13,916,312
<i>Total Net Position</i>	\$ 109,365,146	\$ 74,552,651	\$ 183,917,797	\$ 85,531,407	\$ 66,398,976	\$ 151,930,383

Business-type Activities

The City's net position from business-type activities increased \$8,153,675 (12%) from June 30, 2021 to June 30, 2022 due mainly to charges for services in excess of expenses.

Statement of Activities

The following table reflects the condensed Statement of Activities compared to the prior year.

	2022			2021		
	Governmental Activities	Business- type Activities	Total	Governmental Activities	Business- type Activities	Total
Revenues						
Program Revenues						
Charges for service	\$ 17,481,046	\$ 14,091,051	\$ 31,572,097	\$ 2,996,825	\$ 12,744,185	\$ 15,741,010
Operating grants and contributions	2,935,200	-	2,935,200	2,682,578	-	2,682,578
Capital grants and contributions	11,819,278	3,512,282	15,331,560	5,372,006	2,239,138	7,611,144
<i>Total Program Revenues</i>	32,235,524	17,603,333	49,838,857	11,051,409	14,983,323	26,034,732
General Revenues						
Property taxes	11,789,537	-	11,789,537	11,169,801	-	11,169,801
Franchise taxes	2,594,751	-	2,594,751	1,676,564	-	1,676,564
Other taxes	622,953	-	622,953	596,829	-	596,829
Intergovernmental	3,789,280	-	3,789,280	975,321	-	975,321
Other	362,423	134,938	497,361	338,670	215,496	554,166
<i>Total General Revenues</i>	19,158,944	134,938	19,293,882	14,757,185	215,496	14,972,681
<i>Total Revenues</i>	51,394,468	17,738,271	69,132,739	25,808,594	15,198,819	41,007,413
Expenses						
General government	3,737,926	-	3,737,926	2,547,469	-	2,547,469
Public safety	8,021,074	-	8,021,074	8,934,202	-	8,934,202
Highways and streets	2,419,718	-	2,419,718	2,525,497	-	2,525,497
Culture and recreation	6,670,443	-	6,670,443	3,753,726	-	3,753,726
Economic development	6,907,549	-	6,907,549	3,028,917	-	3,028,917
Interest on long-term debt	35,369	-	35,369	46,781	-	46,781
Water	-	3,291,960	3,291,960	-	3,667,123	3,667,123
Sewer	-	6,061,286	6,061,286	-	4,868,652	4,868,652
<i>Total Expenses</i>	27,792,079	9,353,246	37,145,325	20,836,592	8,535,775	29,372,367
Changes in Net Position Before Transfers	23,602,389	8,385,025	31,987,414	4,972,002	6,663,044	11,635,046
Transfers	231,350	(231,350)	-	745,467	(745,467)	-
Change in Net Position	23,833,739	8,153,675	31,987,414	5,717,469	5,917,577	11,635,046
Beginning Net Position	85,531,407	66,398,976	151,930,383	79,813,938	60,481,399	140,295,337
Ending Net Position	\$ 109,365,146	\$ 74,552,651	\$ 183,917,797	\$ 85,531,407	\$ 66,398,976	\$ 151,930,383

Governmental Activities. Total revenues for the City's governmental activities were \$51,394,468 for the fiscal year ended June 30, 2022. Approximately 23% of the total revenue for the governmental activities was derived from property taxes and approximately 63% of the total revenue was from program revenues. Total expenses for governmental activities were \$27,792,079 and net transfers in were \$231,350 resulting in a \$23,833,739 increase in net position. General government activities accounted for approximately 13% of the total governmental activities expense. Public safety, highways and streets, culture and recreation, and economic development expenses account for approximately 87% of the total, and interest on long-term debt was less than 1% of total governmental activities expenses.

Business-Type Activities. Revenues of business-type activities totaled \$17,738,271 for the current fiscal year. These activities generated \$17,603,333 in program revenues, and \$134,938 in interest earnings and miscellaneous revenues. The total expenses for business-type activities were \$9,353,246 and net transfers out were \$231,350 resulting in a \$8,153,675 increase in net position. Business-type activities for the City of Woodburn consist of operations for water and wastewater services.

FINANCIAL ANALYSIS OF THE GOVERNMENT'S FUNDS

As noted previously, the City uses fund accounting to segregate resources that are restricted to a particular activity. Fund balance represents the excess of the assets of the fund over its liabilities. Because the fund financial statements focus on current sources and uses of spendable resources, fund balances relating to each fund may be useful in assessing the government's net resources available.

Governmental Funds. At the end of the fiscal year, there was \$46,624,207 of fund balance of the governmental funds, an increase of \$20,064,300 from the prior year. The City's governmental funds include the General Fund, Building Inspection Fund, Street SDC Fund, and other non-major funds.

The General Fund is the chief operating fund of the City. At the end of the fiscal year, a fund balance of \$11,817,117 was reported by the General Fund. The fund balance increased by \$3,270,976 from the previous year due primarily to a decrease in transfers out with stable revenues and expenses.

The City reports two other major governmental funds. The Building Inspection Fund had a fund balance of \$6,466,846, an increase of \$5,020,416 from the previous year, due mainly to significant increases in licenses and permits revenue. The Street SDC fund had a balance of \$12,228,145, an increase of \$7,105,957, due to increases in licenses and permits revenue.

Proprietary Funds. At the end of the current fiscal year, net position of the enterprise funds equaled \$74,552,651, an increase of \$8,153,675 from the prior year, and net position of the internal service funds equaled \$942,522, an increase of \$155,182 from the prior year.

The City reports two major proprietary funds, the Water Operations Fund and the Sewer Operations Fund. The Water Operations Fund had a net position of \$14,362,575, an increase of \$2,909,809 from previous year, mainly due to an increase in capital contributions and controlled operating expenses. The Sewer Operations Fund had a net position of \$60,190,076 an increase of \$5,243,866 from the previous year, due to an increase in capital contributions and controlled operating expenses.

GENERAL FUND BUDGETARY HIGHLIGHTS

Actual revenues (budgetary basis), were under budgeted amounts by approximately 5%. General Fund expenditures ended \$6,834,642 below budgeted amounts primarily due to management efforts to contain costs throughout the fiscal year. There were three supplemental budgets that affected balances in the General Fund during the year, which increased operating expenses and transfers out by \$661,500 and 95,000, respectively.

CAPITAL ASSET AND DEBT ADMINISTRATION

Capital Assets. The City's investment in capital and lease assets for its governmental and business-type activities equaled \$74,023,243 and \$55,103,912 respectively, at the end of the current fiscal year, net of accumulated depreciation and amortization. This investment includes land, construction in process, buildings, equipment and infrastructure, and right to use assets. Additional information about the City's capital assets is presented on pages 33-34 in the notes to the financial statements.

	<i>Governmental Activities</i>		<i>Business-type Activities</i>		<i>Total</i>	
	<i>2022</i>	<i>2021 (Restated)</i>	<i>2022</i>	<i>2021 (Restated)</i>	<i>2022</i>	<i>2021 (Restated)</i>
Land	\$ 23,056,538	\$ 23,056,538	\$ 1,813,429	\$ 1,813,429	\$ 24,869,967	\$ 24,869,967
Construction in progress	10,674,594	6,822,369	8,826,673	5,158,623	19,501,267	11,980,992
Buildings	22,397,192	22,356,055	62,748,380	62,748,380	85,145,572	85,104,435
Equipment	8,038,919	8,203,102	4,359,623	4,423,733	12,398,542	12,626,835
Infrastructure	46,645,762	46,645,762	32,790,414	32,591,024	79,436,176	79,236,786
Right to use asset - equipment	658,892	272,557	-	-	658,892	272,557
Accumulated depreciation and amortization	(37,448,654)	(35,767,375)	(55,434,607)	(53,465,651)	(92,883,261)	(89,233,026)
Net capital and lease assets	<u>\$ 74,023,243</u>	<u>\$ 71,589,008</u>	<u>\$ 55,103,912</u>	<u>\$ 53,269,538</u>	<u>\$ 129,127,155</u>	<u>\$ 124,858,546</u>

Long-term Debt. At the end of the current fiscal year, long-term debt outstanding for the governmental activities totaled \$4,685,346, compared to \$5,562,450 in the prior year. The decrease is due to scheduled debt repayments offset by the recognition of leases payable. For the business-type activities, total long-term debt equaled \$3,748,268 compared to \$4,851,970 in the prior year. The decrease is due to scheduled debt repayments. Additional information about the City's long-term debt outstanding is presented on pages 35-38 in the notes to the financial statements.

	<i>Governmental Activities</i>		<i>Business-type Activities</i>		<i>Total</i>	
	<i>2022</i>	<i>2021</i>	<i>2022</i>	<i>2021</i>	<i>2022</i>	<i>2021</i>
General obligation bonds	\$ 1,194,000	\$ 1,762,000	\$ -	\$ -	\$ 1,194,000	\$ 1,762,000
Direct borrowings	2,109,000	2,999,000	-	-	2,109,000	2,999,000
Direct placement revenue bonds	-	-	3,686,000	4,790,000	3,686,000	4,790,000
Leases payable	560,118	-	-	-	560,118	-
Accrued compensated absences	822,228	801,450	62,268	61,970	884,496	863,420
	<u>\$ 4,685,346</u>	<u>\$ 5,562,450</u>	<u>\$ 3,748,268</u>	<u>\$ 4,851,970</u>	<u>\$ 8,433,614</u>	<u>\$ 10,414,420</u>

ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND RATES

Oregon, much like the national economic environment, has steadily improved over the last few years. The low unemployment rates have positively impacted wages and Oregon's median household incomes have risen. The strong economy, coupled with steady population growth and Woodburn's 2015 approval of the Urban Growth Boundary, will result in an increase in local development and property tax revenue projections.

REQUESTS FOR INFORMATION

This financial report is designed to provide the City of Woodburn's citizens, taxpayers, customers, investors and creditors with a general overview of the City's finances and to demonstrate the City's accountability for the money it receives. Questions about this report or requests for additional financial information should be addressed to the City of Woodburn, 270 Montgomery Street, Woodburn, Oregon 97071.

BASIC FINANCIAL STATEMENTS

CITY OF WOODBURN, OREGON
STATEMENT OF NET POSITION
JUNE 30, 2022

	Governmental Activities	Business-type Activities	Totals
ASSETS			
Cash and investments	\$ 49,605,611	\$ 24,635,731	\$ 74,241,342
Accounts receivable	908,634	1,077,320	1,985,954
Property taxes receivable	434,508	-	434,508
Assessment liens receivable	14,602	-	14,602
Loans receivable	457,608	-	457,608
Prepaid expenses	25,618	1,102,260	1,127,878
Non-depreciable capital assets	33,731,132	10,640,102	44,371,234
Other capital assets and leases, net	40,292,111	44,463,810	84,755,921
OPEB asset	191,597	51,774	243,371
<i>Total Assets</i>	<i>125,661,421</i>	<i>81,970,997</i>	<i>207,632,418</i>
DEFERRED OUTFLOWS			
Deferred outflows related to PERS	6,324,576	1,370,556	7,695,132
Deferred outflows related to OPEB	55,967	17,344	73,311
Deferred charges on refunding	2,805	495	3,300
<i>Total Deferred Outflows</i>	<i>6,383,348</i>	<i>1,388,395</i>	<i>7,771,743</i>
LIABILITIES			
Accounts payable	1,640,823	1,054,391	2,695,214
Accrued payroll liabilities	943,594	-	943,594
Deposits payable	-	178,969	178,969
Interest payable	6,649	8,587	15,236
Noncurrent liabilities:			
Due within one year:			
Long-term debt	874,000	1,442,000	2,316,000
Leases payable	174,514	-	174,514
Accrued compensated absences	328,891	24,907	353,798
Due in more than one year:			
Long-term debt	2,429,000	2,244,000	4,673,000
Leases payable	385,604	-	385,604
Accrued compensated absences	493,337	37,361	530,698
OPEB liability	523,259	156,514	679,773
Net pension liability	7,810,166	1,735,320	9,545,486
<i>Total Liabilities</i>	<i>15,609,837</i>	<i>6,882,049</i>	<i>22,491,886</i>
DEFERRED INFLOWS			
Deferred inflows related to PERS	6,910,030	1,879,225	8,789,255
Deferred inflows related to OPEB	159,756	45,467	205,223
<i>Total Deferred Inflows</i>	<i>7,069,786</i>	<i>1,924,692</i>	<i>8,994,478</i>
NET POSITION			
Net investment in capital assets	70,723,048	51,418,406	122,141,454
Restricted for:			
Debt service	14,768	-	14,768
Culture and recreation	510,265	-	510,265
Community development	3,503,953	-	3,503,953
Construction	23,799,292	8,547,823	32,347,115
Unrestricted	10,813,820	14,586,422	25,400,242
<i>Total Net Position</i>	<i>\$ 109,365,146</i>	<i>\$ 74,552,651</i>	<i>\$ 183,917,797</i>

The accompanying notes are an integral part of the financial statements.

CITY OF WOODBURN, OREGON
STATEMENT OF ACTIVITIES
YEAR ENDED JUNE 30, 2022

FUNCTIONS/PROGRAMS	Expenses	Program Revenues		
		Fees, Fines and Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions
Governmental activities:				
General government	\$ 3,737,926	\$ 4,512,831	\$ 15,000	\$ 597,634
Public safety	8,021,074	154,239	-	4,175
Highways and streets	2,419,718	279,051	2,067,950	7,428,512
Culture and recreation	6,670,443	409,130	721,613	3,788,957
Economic development	6,907,549	12,125,795	130,637	-
Interest on long-term debt	35,369	-	-	-
Total Governmental activities	27,792,079	17,481,046	2,935,200	11,819,278
Business-type activities:				
Water	3,291,960	4,707,562	-	1,457,155
Sewer	6,061,286	9,383,489	-	2,055,127
Total Business-type activities	9,353,246	14,091,051	-	3,512,282
Total Activities	\$ 37,145,325	\$ 31,572,097	\$ 2,935,200	\$ 15,331,560

General Revenues:

Property taxes
Franchise taxes
Other taxes
Intergovernmental
Gain on disposition of assets
Unrestricted investment earnings
Miscellaneous

Total General Revenues

Transfers

Change in Net Position

Net Position - beginning of year, as originally reported

Restatement

Net Position - beginning of year, restated

Net Position - end of year

The accompanying notes are an integral part of the financial statements.

*Net (Expenses) Revenues
and Changes in Net Position*

<i>Governmental Activities</i>	<i>Business-type Activities</i>	<i>Totals</i>
\$ 1,387,539	\$ -	\$ 1,387,539
(7,862,660)	-	(7,862,660)
7,355,795	-	7,355,795
(1,750,743)	-	(1,750,743)
5,348,883	-	5,348,883
(35,369)	-	(35,369)
4,443,445	-	4,443,445
-	2,872,757	2,872,757
-	5,377,330	5,377,330
-	8,250,087	8,250,087
4,443,445	8,250,087	12,693,532
11,789,537	-	11,789,537
2,594,751	-	2,594,751
622,953	-	622,953
3,789,280	-	3,789,280
14,868	18,910	33,778
60,655	33,022	93,677
286,900	83,006	369,906
19,158,944	134,938	19,293,882
231,350	(231,350)	-
23,833,739	8,153,675	31,987,414
85,538,617	66,761,244	152,299,861
(7,210)	(362,268)	(369,478)
85,531,407	66,398,976	151,930,383
<u>\$ 109,365,146</u>	<u>\$ 74,552,651</u>	<u>\$ 183,917,797</u>

The accompanying notes are an integral part of the financial statements.

CITY OF WOODBURN, OREGON
BALANCE SHEET - GOVERNMENTAL FUNDS
JUNE 30, 2022

		<u>Special Revenue</u>	<u>Capital Projects</u>	<u>Other</u>	
	<u>General</u>	<u>Building Inspection</u>	<u>Street SDC</u>	<u>Governmental Funds</u>	<u>Total</u>
ASSETS					
Cash and investments	\$ 12,549,070	\$ 6,597,088	\$ 12,228,145	\$ 16,934,325	\$ 48,308,628
Accounts receivable	482,260	-	-	358,580	840,840
Property taxes receivable	381,945	-	-	52,563	434,508
Assessment liens receivable	-	-	-	14,602	14,602
Loans receivable	-	-	-	457,608	457,608
Prepaid items	22,319	-	-	3,300	25,619
<i>Total Assets</i>	<u>\$ 13,435,594</u>	<u>\$ 6,597,088</u>	<u>\$ 12,228,145</u>	<u>\$ 17,820,978</u>	<u>\$ 50,081,805</u>
LIABILITIES, DEFERRED INFLOWS AND FUND BALANCES					
Liabilities					
Accounts payable	\$ 317,048	\$ 130,242	\$ -	\$ 1,042,806	\$ 1,490,096
Retainage payable	-	-	-	144,086	144,086
Accrued payroll and payroll liabilities	943,594	-	-	-	943,594
<i>Total Liabilities</i>	1,260,642	130,242	-	1,186,892	2,577,776
Deferred Inflows					
Unavailable revenue	357,835	-	-	521,987	879,822
Fund Balance					
Non-spendable	22,319	-	-	3,300	25,619
Restricted for:					
Debt service	-	-	-	14,768	14,768
Construction	-	-	12,228,145	11,567,004	23,795,149
Culture and recreation	-	-	-	510,265	510,265
Community development	-	-	-	3,018,259	3,018,259
Committed to:					
Public safety	-	-	-	15,300	15,300
Capital outlay	-	-	-	983,203	983,203
Planning and building	-	6,466,846	-	-	6,466,846
Retirement	183,120	-	-	-	183,120
Unassigned	11,611,678	-	-	-	11,611,678
<i>Total Fund Balance</i>	<u>11,817,117</u>	<u>6,466,846</u>	<u>12,228,145</u>	<u>16,112,099</u>	<u>46,624,207</u>
<i>Total Liabilities, Deferred Inflows and Fund Balance</i>	<u>\$ 13,435,594</u>	<u>\$ 6,597,088</u>	<u>\$ 12,228,145</u>	<u>\$ 17,820,978</u>	<u>\$ 50,081,805</u>

The accompanying notes are an integral part of the financial statements.

CITY OF WOODBURN, OREGON**RECONCILIATION OF BALANCE SHEET - GOVERNMENTAL FUNDS TO THE
STATEMENT OF NET POSITION
JUNE 30, 2022**

Fund Balances \$ 46,624,207

The Statement of Net Position reports receivables at their net realizable value. However, receivables not available to pay for current period expenditures are reported as unavailable in governmental funds. 879,822

PERS net pension liability, OPEB asset and liability, deferred outflows of resources arising from contributions paid, changes in assumptions, and differences between expected and actual experience, and deferred inflows arising from changes in proportionate share of earnings in the current year are not financial resources in governmental funds, but are reported in the Statement of Net Position.

Net pension liability - PERS	(7,446,686)
OPEB liability	(500,934)
OPEB asset	184,604
Deferred outflows - PERS	6,064,298
Deferred outflows - OPEB	53,418
Deferred inflows - PERS	(6,656,086)
Deferred inflows - OPEB	(153,670)

Capital and lease assets are not financial resources in governmental funds, but are reported in the Statement of Net Position at their net depreciable value.

Cost	111,471,897
Accumulated depreciation and amortization	(37,448,654)

All liabilities are reported in the Statement of Net Position. However, if they are not due and payable in the current period, they are not recorded in governmental funds.

Accrued compensated absences	(782,630)
Accrued interest	(6,649)
Long-term debt	(3,303,000)
Less deferred charges on refunding	2,805
Leases payable	(560,118)

Internal service funds are proprietary-type funds and not reported with governmental funds. However, because internal service funds primarily benefit governmental activities, their assets, liabilities and net position are reported along with governmental activities in the Statement of Net Position. 942,522

<i>Net Position of Governmental Activities</i>	\$ 109,365,146
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The accompanying notes are an integral part of the financial statements.

CITY OF WOODBURN, OREGON**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES -
GOVERNMENTAL FUNDS
YEAR ENDED JUNE 30, 2022**

		<u>Special Revenue</u>	<u>Capital Projects</u>	<u>Other Governmental Funds</u>	
	<u>General</u>	<u>Building Inspection</u>	<u>Street SDC</u>		<u>Total</u>
REVENUES					
Taxes and assessments	\$ 10,893,677	\$ -	\$ -	\$ 1,527,998	\$ 12,421,675
Licenses and permits	2,547,209	8,938,603	7,117,377	2,997,113	21,600,302
Charges for services	1,556,238	-	-	-	1,556,238
Intergovernmental	1,663,767	-	-	6,742,240	8,406,007
Fines and forfeitures	491,001	1,625,522	-	391,088	2,507,611
Miscellaneous	559,151	5,925	7,986	392,338	965,400
<i>Total Revenues</i>	17,711,043	10,570,050	7,125,363	12,050,777	47,457,233
EXPENDITURES					
Current					
General government	2,080,966	-	-	-	2,080,966
Economic development	1,035,285	-	-	423,284	1,458,569
Public safety	8,331,476	-	-	-	8,331,476
Highways and streets	-	-	19,406	1,628,140	1,647,546
Culture and recreation	3,005,263	-	-	757,115	3,762,378
Debt Service					
Principal	621,000	5,541,864	-	837,000	6,999,864
Interest	5,554	-	-	102,520	108,074
Capital outlay	74,384	-	-	3,818,977	3,893,361
<i>Total Expenditures</i>	15,153,928	5,541,864	19,406	7,567,036	28,282,234
REVENUES OVER (UNDER) EXPENDITURES	2,557,115	5,028,186	7,105,957	4,483,741	19,174,999
OTHER FINANCING SOURCES (USES)					
Transfers in	342,680	-	-	1,803,670	2,146,350
Transfers out	(274,660)	(7,770)	-	(1,626,280)	(1,908,710)
Proceeds from sale of assets	259,506	-	-	5,820	265,326
Inception of lease	386,335	-	-	-	386,335
<i>Total Other Financing Sources (Uses)</i>	713,861	(7,770)	-	183,210	889,301
NET CHANGE IN FUND BALANCE	3,270,976	5,020,416	7,105,957	4,666,951	20,064,300
FUND BALANCE, beginning of year	8,546,141	1,446,430	5,122,188	11,445,148	26,559,907
FUND BALANCE, end of year	\$ 11,817,117	\$ 6,466,846	\$ 12,228,145	\$ 16,112,099	\$ 46,624,207

The accompanying notes are an integral part of the financial statements.

CITY OF WOODBURN, OREGON**RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN
FUND BALANCES - GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES
YEAR ENDED JUNE 30, 2022**

Net Change in Fund Balances - Total Governmental Funds \$ 20,064,300

Amounts reported for governmental activities in the statement of activities are
different because:

Governmental funds defer revenues that do not provide current financial resources.

However, the Statement of Activities recognizes such revenues at their net
realizable value when earned, regardless of when received.

Property tax receivables	(9,185)
Decreases in other assets	(278,721)

Governmental funds do not report expenditures for unpaid compensated absences, unpaid
payroll, interest expense or arbitrage since they do not require the use of current financial
resources. However, the Statement of Activities reports such expenses when incurred,
regardless of when settlement ultimately occurs.

Accrued compensated absences	(18,466)
Accrued interest payable	2,683
Deferred charge on refunding	(1,402)

Capital outlays are reported as expenditures in governmental funds. However, the
Statement of Activities allocates the cost of capital outlay over their estimated
useful lives as depreciation and amortization expense.

Expenditures for capital and lease assets	4,115,514
Depreciation and amortization	(1,681,279)

Proceeds from the issuance of long-term debt provide current financial resources to
governmental funds and are reported as revenues. In the same way, repayments
of long-term debt use current financial resources and are reported as expenditures
in governmental funds. However, neither the receipt of debt proceeds nor the
payment of debt principal affect the Statement of Activities, but are reported as
increases and decreases in noncurrent liabilities in the Statement of Net Position.

Inception of lease	(386,335)
Debt principal paid	1,458,000
Repayment of lease principal	98,774

Current year PERS pension and OPEB expenses related to changes in liabilities are
reported as an expense in the Statement of Activities but are not recorded as an
expenditure in the governmental funds.

314,674

Net income of internal service funds	155,182
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Change in Net Position of Governmental Activities	<u><u>\$ 23,833,739</u></u>
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The accompanying notes are an integral part of the financial statements.

CITY OF WOODBURN, OREGON
STATEMENT OF NET POSITION - PROPRIETARY FUNDS
JUNE 30, 2022

				Governmental Activities
	Water Operations	Sewer Operations	Total	Internal Service
ASSETS				
Current Assets				
Cash and investments	\$ 8,436,497	\$ 16,199,234	\$ 24,635,731	\$ 1,296,983
Accounts receivable	296,380	780,940	1,077,320	67,793
Prepaid items	-	1,102,261	1,102,261	-
<i>Total Current Assets</i>	8,732,877	18,082,435	26,815,312	1,364,776
Noncurrent Assets				
Nondepreciable capital assets	1,375,148	9,264,953	10,640,101	-
Other capital assets, net of depreciation	9,309,815	35,153,995	44,463,810	-
OPEB asset	22,118	29,656	51,774	6,993
<i>Total Noncurrent Assets</i>	10,707,081	44,448,604	55,155,685	6,993
<i>Total Assets</i>	19,439,958	62,531,039	81,970,997	1,371,769
DEFERRED OUTFLOWS				
Deferred outflows related to PERS	468,066	902,490	1,370,556	260,278
Deferred outflows related to OPEB	7,552	9,792	17,344	2,550
Deferred charge on refunding	495	-	495	-
<i>Total Deferred Outflows</i>	476,113	912,282	1,388,395	262,828
LIABILITIES				
Current Liabilities				
Accounts payable	141,402	912,989	1,054,391	6,641
Deposits payable	178,969	-	178,969	-
Accrued interest payable	8,587	-	8,587	-
Current portion of long-term liabilities				
Long-term debt	1,402,000	-	1,402,000	-
Accrued compensated absences	16,947	7,960	24,907	15,839
<i>Total Current Liabilities</i>	1,747,905	920,949	2,668,854	22,480
Noncurrent Liabilities				
Accrued compensated absences	25,421	11,940	37,361	23,759
Long-term debt	2,284,000	-	2,284,000	-
Net pension liability	577,053	1,158,267	1,735,320	363,480
OPEB liability	69,625	86,889	156,514	22,326
<i>Total Noncurrent Liabilities</i>	2,956,099	1,257,096	4,213,195	409,565
<i>Total Liabilities</i>	4,704,004	2,178,045	6,882,049	432,045
DEFERRED INFLOWS				
Deferred inflows related to PERS	830,266	1,048,959	1,879,225	253,944
Deferred inflows related to OPEB	19,226	26,241	45,467	6,086
<i>Total Deferred Inflows</i>	849,492	1,075,200	1,924,692	260,030
NET POSITION:				
Net investment in capital assets	6,999,458	44,418,948	51,418,406	-
Restricted for:				
Construction	5,205,301	3,342,522	8,547,823	-
Unrestricted	2,157,816	12,428,606	14,586,422	942,522
<i>Total Net Position</i>	\$ 14,362,575	\$ 60,190,076	\$ 74,552,651	\$ 942,522

The accompanying notes are an integral part of the financial statements.

CITY OF WOODBURN, OREGON**STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION - PROPRIETARY FUNDS**
YEAR ENDED JUNE 30, 2022

				Governmental Activities
	Water Operations	Sewer Operations	Total	Internal Service
OPERATING REVENUES				
Charges for services	\$ 4,707,562	\$ 9,383,489	\$ 14,091,051	\$ 1,960,878
Miscellaneous	72,702	10,304	83,006	2,483
<i>Total Operating Revenues</i>	4,780,264	9,393,793	14,174,057	1,963,361
OPERATING EXPENSES				
Personal services	1,506,593	1,907,765	3,414,358	494,825
Materials and services	1,264,023	2,253,456	3,517,479	1,253,793
Depreciation	399,114	1,633,952	2,033,066	-
<i>Total Operating Expenses</i>	3,169,730	5,795,173	8,964,903	1,748,618
OPERATING INCOME (LOSS)	1,610,534	3,598,620	5,209,154	214,743
NONOPERATING REVENUES (EXPENSES)				
Investment revenue	12,720	20,302	33,022	216
Interest expense	(122,230)	(266,113)	(388,343)	-
<i>Total Nonoperating Revenues (Expenses)</i>	(109,510)	(245,811)	(355,321)	216
NET INCOME BEFORE CONTRIBUTIONS AND TRANSFERS	1,501,024	3,352,809	4,853,833	214,959
Capital contributions	1,457,155	2,055,127	3,512,282	-
Transfers out	(66,770)	(164,580)	(231,350)	(6,290)
Non-cash transfers out	-	-	-	(53,487)
Gain on disposition of assets	18,400	510	18,910	-
CHANGE IN NET POSITION	2,909,809	5,243,866	8,153,675	155,182
NET POSITION, beginning of year	11,802,974	54,958,270	66,761,244	787,340
Restatement	(350,208)	(12,060)	(362,268)	-
NET POSITION, beginning of year as restated	11,452,766	54,946,210	66,398,976	787,340
NET POSITION, end of year	\$ 14,362,575	\$ 60,190,076	\$ 74,552,651	\$ 942,522

The accompanying notes are an integral part of the financial statements.

CITY OF WOODBURN, OREGON
STATEMENT OF CASH FLOWS - PROPRIETARY FUNDS
YEAR ENDED JUNE 30, 2022

	<i>Water Operations</i>	<i>Sewer Operations</i>	<i>Totals</i>	<i>Governmental Activities Internal Service</i>
CASH FLOWS FROM OPERATING ACTIVITIES				
Collected from customers	\$ 4,808,717	\$ 9,278,547	\$ 14,087,264	\$ 1,982,380
Paid to suppliers	(1,312,997)	(1,330,837)	(2,643,834)	(1,303,980)
Paid to employees	(1,533,301)	(1,966,087)	(3,499,388)	(503,950)
<i>Net Cash Provided by Operating Activities</i>	1,962,419	5,981,623	7,944,042	174,450
CASH FLOWS FROM NON-CAPITAL FINANCING ACTIVITIES				
Received from (paid to) other funds	(52,519)	(74,501)	(127,020)	(16,971)
Transfers out	(66,770)	(164,579)	(231,349)	(6,290)
<i>Net Cash Used in Non-Capital Financing Activities</i>	(119,289)	(239,080)	(358,369)	(23,261)
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES				
Acquisition of capital assets	(180,174)	(3,687,265)	(3,867,439)	(53,487)
Proceeds from disposal of capital assets	18,400	510	18,910	-
Principal paid on loans and bonds payable	(1,104,000)	-	(1,104,000)	-
Capital contributions	1,457,155	2,055,128	3,512,283	-
Interest paid	(124,801)	(266,113)	(390,914)	-
<i>Net Cash Used in Capital and Related Financing Activities</i>	66,580	(1,897,740)	(1,831,160)	(53,487)
CASH FLOWS FROM INVESTING ACTIVITIES				
Interest on investments	12,720	20,302	33,022	216
<i>Increase (Decrease) in Cash and Investments</i>	1,922,430	3,865,105	5,787,535	97,918
CASH AND INVESTMENTS, Beginning of year	6,514,067	12,334,129	18,848,196	1,199,065
CASH AND INVESTMENTS, End of year	\$ 8,436,497	\$ 16,199,234	\$ 24,635,731	\$ 1,296,983

The accompanying notes are an integral part of the financial statements.

CITY OF WOODBURN, OREGON**STATEMENT OF CASH FLOWS – PROPRIETARY FUNDS (Continued)****YEAR ENDED JUNE 30, 2022**

	<i><u>Water Operations</u></i>	<i><u>Sewer Operations</u></i>	<i><u>Totals</u></i>	<i><u>Governmental Activities Internal Service</u></i>
RECONCILIATION OF OPERATING INCOME TO CASH FLOWS FROM OPERATING ACTIVITIES				
Operating income (loss)	\$ 1,610,534	\$ 3,598,620	\$ 5,209,154	\$ 214,743
Adjustments to reconcile the change in operating cash provided by operating activities:				
Depreciation	399,114	1,633,512	2,032,626	-
Non-cash transfers out	-	440	440	-
<i>Change in assets and liabilities:</i>				
Accounts receivable	4,595	150,867	155,462	19,019
Deferred outflows	75,356	94,409	169,765	22,677
OPEB asset	(12,942)	(16,259)	(29,201)	-
Prepaid expenses	-	-	-	(3,905)
Accounts payable and accrued liabilities	(48,976)	656,507	607,531	(50,187)
Customer deposits	23,860	-	23,860	-
Compensated absences payable	10,996	(10,698)	298	2,312
Net pension liability (asset)	(684,657)	(860,104)	(1,544,761)	(206,594)
OPEB liability	3,042	3,821	6,863	918
Deferred inflows	581,497	730,508	1,312,005	175,467
<i>Net Cash Provided by Operating Activities</i>	<u>\$ 1,962,419</u>	<u>\$ 5,981,623</u>	<u>\$ 7,944,042</u>	<u>\$ 174,450</u>

The accompanying notes are an integral part of the financial statements.

NOTES TO BASIC FINANCIAL STATEMENTS

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the City of Woodburn, Oregon (the City) have been prepared in conformity with accounting principles generally accepted in the United States of America (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting standards.

The Financial Reporting Entity

The City of Woodburn, Oregon is governed by an elected mayor and six council members who comprise the City Council. The City Council exercises supervisory responsibilities over the City operations, but day-to-day management control is the responsibility of a city administrator. All significant activities and organizations for which the City is financially accountable are included in the financial statements for the year ended June 30, 2022.

There are certain governmental agencies and various service districts which provide services within the City. These agencies have independently elected governing boards and the City is not financially accountable for these organizations. Therefore, financial information for these agencies is not included in the accompanying basic financial statements.

As defined by accounting principles generally accepted in the United States of America, the financial reporting entity consists of the primary government, as well as its component units, which are legally separate organizations for which the elected officials of the primary government are financially accountable. Financial accountability is defined as appointment of a voting majority of the component unit's board, and either a) the ability to impose will by the primary government, or b) the possibility that the component unit will provide a financial benefit to or impose a financial burden on the primary government. The City of Woodburn's financial statements include the Woodburn Urban Renewal Agency as a blended component unit. The City Council and Board of Directors of Woodburn Urban Renewal Agency are composed of the same individuals and the City has operational responsibility for the agency.

The separately issued financial statements of the Woodburn Urban Renewal Agency may be obtained from the City, 270 Montgomery Street, Woodburn, Oregon 97071.

Basic Financial Statements

Basic financial statements are presented at both the government-wide and fund financial level. Both levels of statements categorize primary activities as either governmental or business-type. Governmental activities, which are normally supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support.

Government-wide financial statements display information about the reporting government as a whole. Interfund activity that is not related to interfund services provided and used has been removed from these statements. These statements focus on the sustainability of the City 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.

CITY OF WOODBURN, OREGON

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

YEAR ENDED JUNE 30, 2022

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Basis of Presentation (Continued)

The Statement of Activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. *Direct expenses* are those that are clearly 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 among program revenues are reported instead as *general revenues*.

Fund financial statements display information at the individual fund level. Each fund is considered to be a separate accounting entity. Funds are classified and summarized as governmental, enterprise or fiduciary. Currently, the City has general, special revenue, capital projects, debt service, internal service and enterprise type funds. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements. Nonmajor funds are consolidated into a single column within each fund type in the financial section of the basic financial statements and are detailed in the other supplementary information.

The government-wide and proprietary fund financial statements are accounted for using an economic resources measurement focus, whereby all assets and liabilities are included in the statement of net position and the statement of fund net position. The increases and decreases in those net positions are presented in the government-wide statement of activities and in the proprietary fund statement of revenues, expenses and changes in fund net position. These funds use the accrual basis of accounting whereby revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows.

Interfund activity consists of transfers, services provided and/or used, reimbursements, advances and loans. As a general rule, the effect of interfund activity has been eliminated from the governmental-wide financial statements. Exceptions to this general rule include interfund services provided and/or used. Interfund services provided and/or used are accounted for as revenues and expenses since the elimination of such revenues and expenses would distort the direct costs and program revenues reported for the various functions.

Amounts reported as program revenues in the statement of activities include (1) fines, fees and 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. Grants and contributions not restricted are reported as general revenues rather than as program revenues. Likewise, general revenues include all taxes.

Operating revenues and operating expenses are intermediate components within the proprietary fund statement of revenues, expenses and changes in fund net position, and include only those transactions that constitute their principal, ongoing activities exclusive of investing or financing transactions. Significant operating revenues include charges for services and miscellaneous income. Significant operating expenses include personnel, materials and supplies, outside services, and depreciation. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

Fund Balance

In the fund financial statements, the fund balance for governmental funds is reported in classifications that comprise a hierarchy based primarily on the extent to which the City is bound to honor constraints on the specific purposes for which amounts in those funds can be spent. Although not a major impact on the financial statements, Governmental Fund type fund balances are now reported in the following classifications.

CITY OF WOODBURN, OREGON

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

YEAR ENDED JUNE 30, 2022

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Fund Balance (Continued)

Fund balance is reported as nonspendable when the resources cannot be spent because they are either in a nonspendable form or legally or contractually required to be maintained intact. Resources in nonspendable form include inventories, prepaids and deposits, and assets held for resale.

Fund balance is reported as restricted when the constraints placed on the use of resources are either: (a) externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments; or (b) imposed by law through constitutional provisions or enabling legislation.

Fund balance is reported as committed when the City Council takes formal action that places specific constraints on how the resources may be used. The City Council can modify or rescind the commitment at any time through taking a similar formal action.

Resources that are constrained by the City's intent to use them for a specific purpose, but are neither restricted nor committed, are reported as assigned fund balance. Intent is expressed when the City Council approves which resources should be "reserved" during the adoption of the annual budget. The City's Finance Director uses that information to determine whether those resources should be classified as assigned or unassigned for presentation in the City's Annual Financial Report.

Unassigned fund balance is the residual classification for the General Fund. This classification represents fund balance that has not been restricted, committed, or assigned within the General Fund. This classification is also used to report any negative fund balance amounts in other governmental funds.

The City Council has approved a policy to maintain an ending fund balance in the General Fund, in order to provide stable services and employment to offset cyclical variations in revenues and expenditures. The targeted floor for the ending balance is 20% of annual operating revenue, as shown as a minimum fund balance in the General Fund, with the long-term goal of increasing the reserve to 25% as year-end savings occur. The City Council is the highest level of decision-making authority and may take formal action by vote or resolution to establish, modify, or rescind a fund balance commitment.

Definitions of Governmental Fund Types

The General Fund is used to account for all financial resources not accounted for in another fund.

Special Revenue Funds are used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than debt service or capital projects. The term "proceeds of specific revenues sources" means that the revenue sources for the fund must be from restricted or committed sources, specifically that a substantial portion of the revenue must be from these sources and be expended in accordance with those requirements.

Capital Projects Funds are utilized to account for financial resources to be used for the acquisition or construction of capital equipment and facilities.

Debt Service Funds are utilized to account for the accumulation of resources for, and the payment of, long-term debt principal and interest.

CITY OF WOODBURN, OREGON

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

YEAR ENDED JUNE 30, 2022

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Governmental Fund Financial Statements

Governmental funds use the modified accrual basis of accounting whereby revenues are recorded only when susceptible to accrual (both measurable and available). “Measurable” means that the amount of the transaction can be determined. “Available” is defined as being collectible within the current period or soon enough thereafter (30 days) to be used to liquidate liabilities of the current period. Expenditures other than interest on noncurrent obligations, are recorded when the fund liability is incurred.

Real and personal property taxes are levied as of July 1 for each fiscal year on values assessed as of January 1. Property taxes are an enforceable lien on both real and personal property as of July 1 and are due and payable in three installments on November 15, February 15 and May 15. All property taxes are billed and collected by Marion County and remitted to the City. In the governmental fund financial statements, property taxes are reflected as revenues in the fiscal period for which they were levied, provided they are due, or past due and receivable within the current period, and collected within the current period or expected to be collected soon enough thereafter to be used to pay liabilities of the current period (30 days). Otherwise, they are reported as unavailable revenues.

Intergovernmental revenues are recognized as revenues when all eligibility requirements are met. There are, however, essentially two types of intergovernmental revenues. In one, monies must be expended on the specific purpose or project before any amounts will be paid to the City; therefore, all eligibility requirements are determined to be met when the underlying expenditures are recorded. In the other, monies are virtually unrestricted as to the purpose of the expenditure and are usually revocable only for failure to comply with prescribed requirements; therefore, all eligibility requirements are determined to be met at the time of receipt, or earlier, if the susceptible accrual criteria are met.

Licenses and permits, charges for services, fines and forfeits and miscellaneous revenues (except investment earnings) are recorded as revenues when received in cash because they are generally not measurable until actually received. Investment earnings are recorded as earned since they are measurable and available.

When both restricted and unrestricted resources are available for use, it is the City’s practice to use restricted resources first, then unrestricted resources as they are needed.

The reporting model sets forth minimum criteria (percentage of the assets, liabilities, receipts, or disbursements of either fund category or the government and enterprise combined) for the determination of major funds. Nonmajor funds are combined in a column in the fund financial statements and detailed in the combining section.

The City reports the following major governmental funds:

- General Fund
- Building Inspection Fund
- Street SDC Fund

The City reports the following major proprietary funds:

- Water Operations
- Sewer Operations

CITY OF WOODBURN, OREGON

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

YEAR ENDED JUNE 30, 2022

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect reporting amounts of certain assets, liabilities, revenues, and expenses as of and for the year ended June 30, 2022. Actual results may differ from such estimates.

Cash and Investments

The City's cash and cash equivalents are considered to be cash on hand, demand deposits, and certificates of deposit. Investments, included in cash and investments, are carried at cost which approximates market value. For purposes of the statement of cash flows, the proprietary funds consider cash and cash equivalents to include the cash and investment common pool. These amounts have the general characteristics of demand deposit accounts in that the proprietary funds may deposit additional cash at any time and also may withdraw cash at any time without prior notice or penalty.

Receivables and Unavailable Revenues

Receivables for state, county and local shared revenues, included in accounts receivable, are recorded as revenue in the governmental funds as earned.

Receivables of the enterprise funds are recorded as revenue as earned.

Property taxes receivable for the governmental fund types, which have been collected within thirty days subsequent to year end, are considered measurable and available and are recognized as revenues. All other property taxes are considered unavailable and, accordingly, have not been recorded as revenue. Property taxes receivable by the City represent the City's allocated share of delinquent property taxes and other amounts to be collected from property owners within Marion County, Oregon.

Assessment liens in the governmental fund types are recognized as receivables at the time property owners are assessed for property improvements. All assessments receivable are considered unavailable and, accordingly, have not been recorded as revenue.

Revolving loans in the government fund types are recognized as receivables at the time housing rehabilitation loans are made. All loans receivable are considered unavailable and, accordingly, have not been recorded as revenue.

Inventory and Prepaid Items

Inventory in business-type funds is stated at cost (first-in, first-out basis) and is charged to expense as used. Prepaid items in the governmental funds are stated at cost and charged to expenditures in the period consumed.

Capital Assets

Capital assets are stated at cost or estimated historical cost. Donated capital assets and donated works of art or similar items are reported at acquisition value rather than at fair value.

CITY OF WOODBURN, OREGON

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

YEAR ENDED JUNE 30, 2022

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Capital Assets (Continued)

Capital assets include land, right-of-way (included with land), buildings, improvements, equipment, infrastructure and other tangible and intangible assets costing over \$5,000 used in operations that have initial useful lives extending beyond a single reporting period. Infrastructure are those capital assets that are stationary in nature and can be preserved for a significantly greater number of years than most other capital assets. Infrastructure reported in governmental activities consists of roads, bridges, sidewalks, and traffic and lighting systems. Infrastructure reported in business-type activities consists of water and wastewater collection systems.

All capital assets, except for infrastructure in governmental activities prior to July 1, 1980, have been capitalized in the government-wide and proprietary fund financial statements. In accordance with the current financial resources measurement focus, capital assets are not capitalized in the governmental fund financial statements. All purchased capital assets are valued at cost where historical records are available and at estimated historical cost where no historical records exist. Historical cost is measured by the cash or cash equivalent price of obtaining an asset, including ancillary charges necessary to place the asset into its intended location and condition for use. Donated capital assets are reported at their estimated market value at the time of acquisition plus ancillary charges, if any. Additions, improvements, and other capital outlays that significantly extend the useful life of an asset are capitalized. Amounts expended for maintenance and repairs are charged to expenditures/expenses in the appropriate funds as incurred and are not capitalized.

Capital assets are depreciated unless they are inexhaustible in nature (e.g., land and right-of-ways). Depreciation is an accounting process to allocate the cost of capital assets to expense in a systematic and rational manner to those periods expected to benefit from the use of capital assets. Depreciation is not intended to represent an estimate in the decline of fair market value, nor are capital assets, net of accumulated depreciation, intended to represent an estimate of the current condition of the assets, or the maintenance requirements needed to maintain the assets at their current level of condition.

Depreciation is computed over the estimated useful lives of the capital assets. All estimates of useful lives are based on actual experience by City departments with identical or similar capital assets. Depreciation is calculated on the straight-line basis, except for infrastructure and improvements other than buildings reported in the governmental activities column of the government-wide financial statements, which are calculated using a composite depreciation method. The estimated useful lives of the various categories of assets are as follows:

Buildings and improvements	10 - 40 years
Water and Sewer Systems	15 - 50 years
Infrastructure	50 years
Equipment	5 - 15 years

Upon disposal of capital assets, cost and accumulated depreciation are removed from the accounts and, if appropriate, a gain or loss on the disposal is recognized.

Long-Term Debt

Long-term debt directly related and expected to be paid from the enterprise funds is recorded in these funds. All other unmatured long-term debt is recorded on the statement of net position. Repayment of general bonded debt will be made from debt service funds. Bond premiums will be amortized over the life of the related debt. Payment of compensated absences will be made primarily from the General Fund, Street Fund, Water Fund and Sewer Fund.

CITY OF WOODBURN, OREGON

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

YEAR ENDED JUNE 30, 2022

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Deferred Outflows/Inflows of Resources

In addition to assets, the statement of net position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows*, represents a consumption of net assets that applies to a future period(s) and so will not be recognized as an outflow of resources (expenditure) until then. The City reports deferred outflows of resources related to pensions and other post-employment benefits for contributions made after the June 30, 2021 measurement date, differences between expected and actual experience, and changes in proportionate share, as well as deferred charges related to refunded bonds.

In addition to liabilities, the statement of net position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows*, represents an acquisition of net assets that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The City has three items that qualify for reporting in this category. The City reports deferred inflows related to pensions and other post-employment benefits for changes in projected earnings versus actual earnings and contribution versus proportionate share of contributions.

The third instance of deferred inflows arises only under a modified accrual basis of accounting. Accordingly, *unavailable revenue*, is reported only in the governmental funds balance sheet. The governmental funds report unavailable revenues from property taxes and loans receivable. These amounts are deferred and recognized as an inflow of resources in the period that the amounts become available.

Net Pension Liability

The City reports its proportionate share of the Net Pension Liability of the Oregon Public Employees Retirement System (OPERS). A negative Net Pension Liability is reported as a Net Pension Asset. For purposes of measuring the net pension liability or asset, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about fiduciary net position of OPERS and additions to/deductions from OPERS's fiduciary net position have been determined on the same basis as they are reported by OPERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with benefit terms. Investments are reported at market value.

Post-Employment Benefits Other Than Pensions (OPEB)

The City reports two components of post-employment benefits other than pensions (OPEB) - Oregon Public Employees Retirement System Retiree Health Insurance Account (OPERS RHIA) and a single-employer defined benefit post-employment health plan administered by Citycounty Insurance Services (CIS).

The City reports its proportionate share of the Oregon Public Employees Retirement System Retiree Health Insurance Account (OPERS RHIA). A negative OPEB liability is reported as an OPEB Asset. For purposes of measuring the City's OPEB liability or asset, deferred outflows of resources and deferred inflows of resources related to OPEB, and OPEB expense, information about the fiduciary net position of OPERS RHIA and additions to/deductions from OPERS RHIA's fiduciary net position have been determined on the same basis as they are reported by OPERS RHIA. For this purpose, the benefit payments are recognized when due and payable in accordance with benefit terms. Investments are reported at market value.

CITY OF WOODBURN, OREGON

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

YEAR ENDED JUNE 30, 2022

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Post-Employment Benefits Other Than Pensions (OPEB) (Continued)

The City reports an OPEB liability or asset, deferred outflows of resources and deferred inflows of resources related to the implicit subsidy arising from the City's single-employer defined benefit post-employment health plan administered by CIS. For the purpose of measuring the City's OPEB liability or asset, deferred outflows of resources and deferred inflows of resources related to OPEB, and OPEB expense, information has been determined based on an actuarial valuation provided by CIS. Benefit payments are recognized when due and payable in accordance with benefit terms.

Accrued Vacation Pay

Accumulated vested vacation pay is accrued in the proprietary funds as it is earned by employees. In governmental fund types, the amounts, if any, expected to be liquidated with expendable available resources are accrued as liabilities of the funds and the amount payable from future resources is recorded on the statement of net position. The accrued payables in the Statement of Net Position are recorded as long-term in that the amount is not expected to materially change. Sick pay, which does not vest, is recorded in all funds when leave is taken.

Budget and Budgetary Accounting

A budget is prepared for each fund in accordance with the modified accrual basis of accounting for all funds. For budgetary purposes, interfund loan transactions are reported as interfund transfers. Appropriations are made at the program/function level for all funds. Expenditures may not legally exceed appropriations. Appropriations lapse at the end of each fiscal year. Budget amounts include original approved amounts and all subsequent appropriation transfers approved by the City Council. After budget approval, the City Council may approve supplemental appropriations if an occurrence, condition, or need exists which had not been ascertained at the time the budget was adopted. Management may not amend the budget. A supplemental budget requires hearings before the public, publications in newspapers and approval by the City Council.

ORGANIZATION AND OPERATION

The City's financial operations are accounted for in the following funds:

Governmental Fund Types

General Fund

The General Fund accounts for activities of the City which are not accounted for in any other fund. Principal sources of revenue are property taxes, franchise fees and state and county shared revenues. Primary expenditures are for public safety, highways and streets, economic development, culture and recreation, and general government. In accordance with GASB Statement No. 54, the PERS Reserve fund, which is budgeted separately and accounts for the City's participation in the State's employer incentive program, is combined with the General fund for financial reporting purposes.

Special Revenue Funds

Building Inspection Fund - This fund accounts for building permit revenue and associated operations.

CITY OF WOODBURN, OREGON

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

YEAR ENDED JUNE 30, 2022

ORGANIZATION AND OPERATION (Continued)

Governmental Fund Types (Continued)

Special Revenue Funds (Continued)

Street Fund - This fund is used to account for the City's street operations. The fund's major source of revenue is highway gas tax received from the State of Oregon.

Transit Fund – This fund accounts for amounts held to be used for transportation services.

Asset Forfeiture Fund - This fund accounts for the seizure of private properties that are the product of illegal activity, and for the expenditure of the proceeds by the City for illegal drug activity investigations and subsequent arrests.

American Rescue Plan Fund - This fund accounts for revenue and expenditures directly related to the funds received by the City resulting from the American Rescue Plan Act.

Housing Rehabilitation Fund - This fund accounts for the City's CDBG grant program and provides low income housing and small business loans.

Lavelle Black Trust Fund – This fund accounts for the donations received to continue the police dog program.

Urban Renewal Fund – This fund accounts for transactions related to urban renewal, including debt service on the URA loan. Property taxes are the primary source of revenue.

Capital Projects Funds

Street SDC Fund - This fund accounts for the collection and spending of street SDCs.

General Capital Construction Fund - This fund is used to account for transfers from general services funds used for general services construction projects.

Special Assessment Fund - This fund accounts for the repayment of local improvement district (LID) assessments. The money is used for construction of LID projects.

Street & Storm Capital Construction Fund - This fund accounts for transfers from the Storm and Street funds. The money is used for street and storm related capital projects.

Parks SDC Fund - This fund is used to account for the collection and spending of park SDCs.

Storm SDC Fund - This fund accounts for the collection and spending of storm SDCs.

Equipment Replacement Fund - This fund accounts for transfers from other funds set aside for future equipment purchases.

CITY OF WOODBURN, OREGON
NOTES TO BASIC FINANCIAL STATEMENTS (Continued)
YEAR ENDED JUNE 30, 2022

ORGANIZATION AND OPERATION (Continued)

Governmental Fund Types (Continued)

Debt Service Fund

GO Debt Service Fund - This fund accounts for debt service on the City's 2005 GO bond (refunded in 2017). Property taxes are the major source of revenue.

Proprietary Fund Types

Enterprise Funds

The City has two enterprise funds. Three individually budgeted funds are related to water, and report as Water Operations, and three individually budgeted funds are related to sewer, and report as Sewer Operations. The specific funds and their purposes are as follows.

Water Operations - This operating fund includes the Water fund, the Water SDC fund and the Water Capital Construction fund. Customer usage fees and system development charges (SDCs) are the primary sources of revenue. The funds account for water general operations, water system capital improvement projects and the retirement of associated debt.

Sewer Operations - This operating fund includes the Sewer fund, the Sewer SDC fund and the Sewer Capital Construction Fund. Customer usage fees and system development charges (SDCs) are the primary sources of revenue. The funds account for the operation of the City's sewer system, sewer system capital improvement projects, and the retirement of associated debt.

Internal Service Funds

The City has two internal service funds which provide services to other City departments. Internal charges are the primary revenue source for all funds. Expenditures are for the purposes as described below.

Information Technology Fund - This fund accounts for the maintenance and replacement of the City's network and technology services.

Insurance Fund – This fund accounts for the City's insurance coverage.

CITY OF WOODBURN, OREGON**NOTES TO BASIC FINANCIAL STATEMENTS (Continued)****YEAR ENDED JUNE 30, 2022**

CASH AND INVESTMENTS

The City maintains a cash and investment pool that is available for use by all funds. Each fund type's portion of this pool is displayed on the Statement of Net Position as part of "cash and investments."

	<i>Carrying Value</i>	<i>Fair Value</i>
<i>Cash</i>		
Cash on hand	\$ 4,160	\$ 4,160
Deposits with financial institutions	24,076,911	24,076,911
<i>Investments</i>		
Local Government Investment Pool	50,160,271	50,360,912
	<u>\$ 74,241,342</u>	<u>\$ 74,441,983</u>
Cash is reported in the financial statements as follows:		
Governmental funds	\$ 48,308,628	
Internal Service funds (included in governmental activities)	1,296,983	
Enterprise funds	24,635,731	
	<u>\$ 74,241,342</u>	

Deposits

The book balance of the City's bank deposits was \$24,076,911 and the bank balance was \$24,133,027 at year end. The difference is due to transactions in process. Bank deposits are secured to legal limits by federal deposit insurance. The remaining amount is secured in accordance with ORS 295 under a collateral program administered by the Oregon State Treasurer.

Investments

The State Treasurer of the State of Oregon maintains the Oregon Short Term Fund, of which the Local Government Investment Pool is part. Participation by local governments is voluntary. The State of Oregon investment policies are governed by statute and the Oregon Investment Council. In accordance with Oregon Statutes, the investment funds are invested as a prudent investor would do, exercising reasonable care, skill and caution. The Oregon Short Term Fund is the LGIP for local governments and was established by the State Treasurer. It was created to meet the financial and administrative responsibilities of federal arbitrage regulations. The investments are regulated by the Oregon Short Term Fund Board and approved by the Oregon Investment Council (ORS 294.805 to 294.895). The carrying value of the City's position in the pool is the same as the value of the pool shares; market value was 100.4% of the value of the pool shares as of June 30, 2022. The investment in the Oregon Short Term Fund is not subject to classification. Separate financial statements for the Oregon Short Term Fund are available from the Oregon State Treasurer.

CITY OF WOODBURN, OREGON

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

YEAR ENDED JUNE 30, 2022

CASH AND INVESTMENTS (Continued)

Interest Rate Risk

In accordance with its investment policy, the City manages its exposure to declines in market value of its investments by limiting the weighted average maturity of its investments.

Custodial Credit Risk - Deposits

This is the risk that in the event of a bank failure, the City's deposits may not be returned. The Federal Depository Insurance Corporation (FDIC) and the National Credit Union Administration (NCUA) provide insurance for the City's deposits up to \$250,000 for the aggregate of demand deposits and the aggregate of all time deposits and savings accounts at each financial institution and credit union. Deposits in excess of FDIC and NCUA coverage are with institutions participating in the Oregon Public Funds Collateralization Program (PFCP). The PFCP is a shared liability structure for participating bank depositories, better protecting public funds though still not guaranteeing that all funds are 100% protected. Barring any exceptions, a bank depository is required to pledge collateral valued at least 10% of their quarter-end public fund deposits if they are well capitalized, 25% of their quarter-end public fund deposits if they are adequately capitalized or 110% of their quarter-end public fund deposits if they are undercapitalized or assigned to pledge 110% by the Office of the State Treasurer. In the event of a bank failure, the entire pool of collateral pledged by all qualified Oregon public funds bank depositories is available to repay deposits of public funds of government entities. As of June 30, 2022, \$23,883,027 of the City's bank balances were exposed to custodial credit risk as part of the Public Funds Collateralization Program.

Custodial Risk - Investments

For an investment, this is the risk that, in the event of a failure of the counterparty, the City will not be able to recover the value of its investments or collateralized securities that are in the possession of an outside party. The City's investment policy limits the types of investments that may be held and does not allow securities to be held by the counterparty.

The LGIP is administered by the Oregon State Treasury with the advice of other state agencies and is not registered with the U.S. Securities and Exchange Commission. The LGIP is an open-ended no-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 commingled with the State's short-term funds. In seeking to best serve local governments of Oregon, the Oregon Legislature established the Oregon Short Term Fund Board, which has established diversification percentages and specifies the types and maturities of the investments. The purpose of the Board is to advise the Oregon State Treasury in the management and investment of the LGIP. These investments within the LGIP must be invested and managed as a prudent investor would, exercising reasonable care, skill and caution. Professional standards indicate that the investments in external investment pools are not subject to custodial risk because they are not evidenced by securities that exist in physical or book entry form. Nevertheless, management does not believe that there is any substantial custodial risk related to investments in the LGIP. The LGIP is not rated for credit quality.

CITY OF WOODBURN, OREGON
NOTES TO BASIC FINANCIAL STATEMENTS (Continued)
YEAR ENDED JUNE 30, 2022

CAPITAL ASSETS

The summary of capital assets for governmental activities for the year ended June 30, 2022 is as follows:

	<i>Balances July 1, 2021 (Restated)</i>	<i>Additions</i>	<i>Retirements/ Transfers</i>	<i>Balances June 30, 2022</i>
<i>Capital assets not being depreciated</i>				
Land	\$ 23,056,538	\$ -	\$ -	\$ 23,056,538
Construction in progress	6,822,369	3,852,225	-	10,674,594
Subtotal, nondepreciable assets	29,878,907	3,852,225	-	33,731,132
<i>Capital and lease assets being depreciated or amortized</i>				
Buildings	22,356,055	41,137	-	22,397,192
Equipment	8,203,102	65,744	(229,927)	8,038,919
Infrastructure	46,645,762	-	-	46,645,762
Less accumulated depreciation	(35,767,375)	(1,809,897)	229,927	(37,347,345)
Capital assets, net of depreciation	41,437,544	(1,703,016)	-	39,734,528
Right to use asset - equipment	272,557	386,335	-	658,892
Less accumulated amortization	-	(101,309)	-	(101,309)
Lease assets, net of amortization	272,557	285,026	-	557,583
<i>Total capital and lease assets being depreciated or amortized, net</i>	41,710,101	(1,417,990)	-	40,292,111
Net capital assets	\$ 71,589,008	\$ 2,434,235	\$ -	\$ 74,023,243

Depreciation expense was allocated as follows:

General government	\$ 537,229
Public safety	186,295
Highways and streets	847,900
Culture and recreation	107,189
Internal service funds	131,284
	<u>\$ 1,809,897</u>

Amortization expense was allocated as follows:

General government	\$ 21,684
Public safety	79,625
	<u>\$ 101,309</u>

CITY OF WOODBURN, OREGON
NOTES TO BASIC FINANCIAL STATEMENTS (Continued)
YEAR ENDED JUNE 30, 2022

CAPITAL ASSETS (Continued)

The summary of capital assets for the business-type activities for the year ended June 30, 2022 is as follows:

	<i>Balances July 1, 2021 (Restated)</i>	<i>Additions</i>	<i>Retirements</i>	<i>Balances June 30, 2022</i>
<i>Capital assets not being depreciated</i>				
Land	\$ 1,813,429	\$ -	\$ -	\$ 1,813,429
Construction in progress	5,158,623	3,867,440	(199,390)	8,826,673
Subtotal, nondepreciable assets	6,972,052	3,867,440	(199,390)	10,640,102
<i>Capital assets being depreciated</i>				
Buildings	62,748,380	-	-	62,748,380
Water and sewer systems	32,591,024	199,390	-	32,790,414
Equipment	4,423,733	-	(64,110)	4,359,623
Less accumulated depreciation	(53,465,651)	(2,033,066)	64,110	(55,434,607)
Capital assets, net of depreciation	46,297,486	(1,833,676)	-	44,463,810
Net capital assets	\$ 53,269,538	\$ 2,033,764	\$ (199,390)	\$ 55,103,912

Depreciation expense was allocated as follows:

Water operations	\$ 399,114
Sewer operations	1,633,952
	<u>\$ 2,033,066</u>

CITY OF WOODBURN, OREGON
NOTES TO BASIC FINANCIAL STATEMENTS (Continued)
YEAR ENDED JUNE 30, 2022

LONG-TERM DEBT

Long-term debt transactions for the year ended June 30, 2022 were as follows:

	<i>Outstanding July 1, 2021</i>	<i>Issued</i>	<i>Matured/ Redeemed During Year</i>	<i>Outstanding June 30, 2022</i>	<i>Due Within One Year</i>
<i>Governmental Activities:</i>					
Direct placement general obligation bonds	\$ 1,762,000	\$ -	\$ (568,000)	\$ 1,194,000	\$ 597,000
Direct borrowings	2,999,000	-	(890,000)	2,109,000	277,000
	4,761,000	-	(1,458,000)	3,303,000	874,000
Accrued compensated absences	801,450	727,564	(706,786)	822,228	328,891
	<u>\$ 5,562,450</u>	<u>\$ 727,564</u>	<u>\$ (2,164,786)</u>	<u>\$ 4,125,228</u>	<u>\$ 1,202,891</u>
<i>Business-type Activities:</i>					
Direct placement revenue bonds	\$ 4,790,000	\$ -	\$ (1,104,000)	\$ 3,686,000	\$ 1,442,000
Accrued compensated absences	61,970	74,782	(74,484)	62,268	24,907
	<u>\$ 4,851,970</u>	<u>\$ 74,782</u>	<u>\$ (1,178,484)</u>	<u>\$ 3,748,268</u>	<u>\$ 1,466,907</u>

Direct Placement General Obligation Bonds Payable - Governmental Activities

General Obligation Bond Series 2017 (2005 refunding): In November 2017, the City issued bonds directly to a bank in the amount of \$3,749,000 at 2.08% interest, to refund bonds issued in 2005. Bond interest is payable semiannually, while principal is due annually through June 2024. The bonds are unsecured, and the City has levied an ad valorem tax to service payments due. Amounts due are not subject to acceleration in the event of default. The balance at June 30, 2022 is \$1,194,000.

Annual debt service requirements to maturity for bonds payable are as follows:

<i>Fiscal Year Ending June 30,</i>	<i>Principal</i>	<i>Interest</i>	<i>Total</i>
2023	\$ 597,000	\$ 25,501	\$ 622,501
2024	597,000	13,082	610,082
	<u>\$ 1,194,000</u>	<u>\$ 38,583</u>	<u>\$ 1,232,583</u>

CITY OF WOODBURN, OREGON**NOTES TO BASIC FINANCIAL STATEMENTS (Continued)****YEAR ENDED JUNE 30, 2022****LONG-TERM DEBT (Continued)***Loans from Direct Borrowings - Governmental Activities*

2019 Full Faith and Credit Financing Agreement (City Hall): In May 2019, the City entered into a direct financing agreement in the amount of \$1,700,000 at 2.35% interest, to fund renovations at Woodburn City Hall. Interest is payable semiannually, while principal is due annually through June 2023. The loan is unsecured and payable from any legally available funds of the City. Amounts due are not subject to acceleration in the event of default. The loan was fully paid off at June 30, 2022.

2019 Urban Renewal Note Payable: In June 2019, the Woodburn Urban Renewal Agency (a component unit of the City) entered into a note payable agreement in the amount of \$2,900,000 at 2.77% interest, to fund urban renewal projects. Interest is payable semiannually, while principal is due annually through June 2029. The loan is secured by the tax increment revenues, and amounts due are not subject to acceleration in the event of default. The balance at June 30, 2022 is \$2,109,000.

Annual debt service requirements for direct borrowings are as follows:

<i>Fiscal Year Ending June 30,</i>	<i>Principal</i>	<i>Interest</i>	<i>Total</i>
2023	\$ 277,000	\$ 58,419	\$ 335,419
2024	285,000	50,746	335,746
2025	293,000	42,852	335,852
2026	301,000	34,736	335,736
2027	309,000	26,398	335,398
2028-2029	644,000	26,869	670,869
	<u>\$ 2,109,000</u>	<u>\$ 240,020</u>	<u>\$ 2,349,020</u>

Direct Placement Revenue Bonds Payable - Business-type Activities

2018 Water Revenue Refunding Bond - Direct Placement: In October 2020, the City issued bonds totaling \$8,630,000 at 2.94% interest to refund outstanding loans payable. Bond interest is payable semiannually, while principal is due annually through December 2024. The bonds are secured by the net revenues of the water system. The balance at June 30, 2022 is \$3,686,000.

CITY OF WOODBURN, OREGON
NOTES TO BASIC FINANCIAL STATEMENTS (Continued)
YEAR ENDED JUNE 30, 2022

LONG-TERM DEBT (Continued)

Direct Placement Revenue Bonds Payable - Business-type Activities (Continued)

Annual debt service requirements to maturity for bonds payable are as follows:

<i>Fiscal Year Ending June 30,</i>	<i>Principal</i>	<i>Interest</i>	<i>Total</i>
2023	\$ 1,442,000	\$ 87,171	\$ 1,529,171
2024	1,332,000	46,393	1,378,393
2025	912,000	13,406	925,406
	<u>\$ 3,686,000</u>	<u>\$ 146,970</u>	<u>\$ 3,832,970</u>

LEASES PAYABLE

The City has a lease agreement for six police vehicles with various payment amounts and expiration dates. The yearly payments in place at June 30, 2022 total \$83,664 per year, with the newest lease expiring in 2024. The lease payable was calculated using a discount rate of 3.0%

The City has a lease agreement for police equipment. The agreement was inceptioned in June 2022 with yearly payments of \$84,358 commencing in July 2022. The lease payable was calculated using a discount rate of 3.0%.

The City has a lease agreement for office equipment with monthly payments in place at June 30, 2022 of \$1,917 per month, with the lease expiring in 2027. The lease payable was calculated using a discount rate of 3.0%.

As of and for the year ended June 30, 2022, the City's lease payable activity was as follows:

	<i>July 1, 2021 (Restated)</i>	<i>Issued</i>	<i>Matured/ Redeemed During Year</i>	<i>Outstanding June 30, 2022</i>	<i>Due Within One Year</i>
Vehicle leases	\$ 187,650	\$ -	\$ (78,034)	\$ 109,616	\$ 80,375
Police equipment lease	-	386,335	-	386,335	72,768
Copier lease	84,907	-	(20,740)	64,167	21,371
	<u>\$ 272,557</u>	<u>\$ 386,335</u>	<u>\$ (98,774)</u>	<u>\$ 560,118</u>	<u>\$ 174,514</u>

CITY OF WOODBURN, OREGON
NOTES TO BASIC FINANCIAL STATEMENTS (Continued)
YEAR ENDED JUNE 30, 2022

LEASES PAYABLE (Continued)

At June 30, 2022, future principal and interest payments for the lease payables are as follows:

<i>Fiscal Year Ending June 30,</i>	<i>Vehicle Leases</i>			<i>Police Equipment Leases</i>			<i>Copier Leases</i>			<i>Totals</i>		
	<i>Principal</i>	<i>Interest</i>	<i>Total</i>	<i>Principal</i>	<i>Interest</i>	<i>Total</i>	<i>Principal</i>	<i>Interest</i>	<i>Total</i>	<i>Principal</i>	<i>Interest</i>	<i>Total</i>
2023	\$ 80,375	\$ 3,289	\$ 83,664	\$ 72,768	\$ 11,590	\$ 84,358	\$ 21,371	\$ 1,633	\$ 23,004	\$ 174,514	\$ 16,512	\$ 191,026
2024	29,242	877	30,119	74,951	9,407	84,358	22,021	983	23,004	126,214	11,267	137,481
2025	-	-	-	77,199	7,159	84,358	20,774	313	21,087	97,973	7,472	105,445
2026	-	-	-	79,516	4,842	84,358	-	-	-	79,516	4,842	84,358
2027	-	-	-	81,901	2,457	84,358	-	-	-	81,901	2,457	84,358
	<u>\$ 109,617</u>	<u>\$ 4,166</u>	<u>\$ 113,783</u>	<u>\$ 386,335</u>	<u>\$ 35,455</u>	<u>\$ 421,790</u>	<u>\$ 64,166</u>	<u>\$ 2,929</u>	<u>\$ 67,095</u>	<u>\$ 560,118</u>	<u>\$ 42,550</u>	<u>\$ 602,668</u>

PENSION PLAN – OREGON PUBLIC EMPLOYEES RETIREMENT SYSTEM

Plan Description

Substantially all City employees are members in the Oregon Public Employees Retirement System (OPERS); a cost-sharing multiple-employer defined benefit pension plan that acts as a common investment and administrative agent for government units in the State of Oregon. Employees hired before August 29, 2003 belong to the Tier One/Tier Two Retirement Benefit Program (established pursuant to ORS Chapter 238), while employees hired on or after August 29, 2003 belong to the OPSRP Pension Program (established pursuant to ORS Chapter 238A). OPERS produces an independently audited Comprehensive Annual Financial Report which can be found at: http://www.oregon.gov/pers/Pages/section/financial_reports/financials.aspx.

Benefits Provided

Tier One/Tier Two Retirement Benefit

Pension Benefits. The PERS retirement allowance is payable monthly for life. It may be selected from 13 retirement benefit options. These options include survivorship benefits and lump-sum refunds. The basic benefit is based on years of service and final average salary. A percentage (2.0% for police and fire employees, 1.67% for general service employees) is multiplied by the number of years of service and the final average salary. Benefits may also be calculated under either a formula plus annuity (for members who were contributing before August 21, 1981) or a money match computation if a greater benefit results.

A member is considered vested and will be eligible at a minimum retirement age for a service retirement allowance if he or she has had contribution in each of five calendar years or has reached at least 50 years of age before ceasing employment with a participating employer (age 45 for police and fire members). General service employees may retire after reaching age 55. Police and fire members are eligible after reaching age 50. Tier One general service employee benefits are reduced if retirement occurs prior to age 58 with fewer than 30 years of service. Police and fire member benefits are reduced if retirement occurs prior to age 55 with fewer than 25 years of service. Tier Two members are eligible for full benefits at age 60. The ORS Chapter 238 Defined Benefit Pension Plan is closed to new members hired on or after August 29, 2003.

CITY OF WOODBURN, OREGON

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

YEAR ENDED JUNE 30, 2022

PENSION PLAN – OREGON PUBLIC EMPLOYEES RETIREMENT SYSTEM (Continued)

Benefits Provided (Continued)

Tier One/Tier Two Retirement Benefit (Continued)

Death Benefits. Upon the death of a non-retired member, the beneficiary receives a lump-sum refund of the member's account balance (accumulated contributions and interest). In addition, the beneficiary will receive a lump-sum payment from employer funds equal to the account balance, provided one or more of the following conditions are met:

- the member was employed by a PERS employer at the time of death,
- the member died within 120 days after termination of PERS-covered employment,
- the member died as a result of injury sustained while employed in a PERS-covered job, or
- the member was on an official leave of absence from a PERS-covered job at the time of death.

Disability Benefits. A member with 10 or more years of creditable service who becomes disabled from other than duty-connected causes may receive a non-duty disability benefit. A disability resulting from a job-incurred injury or illness qualifies a member for disability benefit regardless of the length of PERS-covered service. Upon qualifying for either a non-duty or duty disability, service time is computed to age 58 (55 for police and fire members) when determining the monthly benefit.

Benefit Changes After Retirement. Members may choose to continue participation in a variable equities investment account after retiring and may experience annual benefit fluctuations due to changes in the market value of equity investments. Under ORS 238.360 monthly benefits are adjusted annually through cost-of-living changes. Under current law, the cap on the COLA in fiscal year 2015 and beyond will vary based on 1.25% on the first \$60,000 of annual benefit and 0.15% on annual benefits above \$60,000.

Pension Benefits. The Pension Program (ORS Chapter 238A) provides benefits to members hired on or after August 29, 2003. This portion of OPSRP provides a life pension funded by employer contributions. Benefits are calculated by formula for members who attain normal retirement age. For general service members, 1.5% is multiplied by the number of years of service and the final average salary.

OPSRP Pension Program

Normal retirement age for general service members is age 65, or age 58 with 30 years of retirement credit. For police and fire members, 1.8% is multiplied by the number of years of service and the final average salary. Normal retirement age for police and fire members is age 60 or age 53 with 25 years of retirement credit. To be classified as a police and fire member, the individual must have been employed continuously as a police and fire member for at least five years immediately preceding retirement.

A member of the OPSRP Pension Program becomes vested on the earliest of the following dates: the date the member completes 600 hours of service in each of five calendar years, the date the member reaches normal retirement age, and if the pension program is terminated, the date on which termination becomes effective.

Death Benefits. Upon the death of a non-retired member, the spouse or other person who is constitutionally required to be treated in the same manner as the spouse, receives for life 50 percent of the pension that would otherwise have been paid to the deceased member.

CITY OF WOODBURN, OREGON

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

YEAR ENDED JUNE 30, 2022

PENSION PLAN – OREGON PUBLIC EMPLOYEES RETIREMENT SYSTEM (Continued)

Benefits Provided (Continued)

OPSRP Pension Program (Continued)

Disability Benefits. A member who has accrued 10 or more years of retirement credits before the member becomes disabled or a member who becomes disabled due to job-related injury shall receive a disability benefit of 45 percent of the member's salary determined as of the last full month of employment before the disability occurred.

Benefit Changes After Retirement. Under ORS 238A.210 monthly benefits are adjusted annually through cost-of-living changes. Under current law, the cap on the COLA in fiscal year 2015 and beyond will vary based on 1.25% on the first \$60,000 of annual benefit and 0.15% on annual benefits above \$60,000.

Contributions

PERS funding policy provides for monthly employer contributions at actuarially determined rates. These contributions, expressed as a percentage of covered payroll, are intended to accumulate sufficient assets to pay benefits when due. Employer contribution rates for the period were based on the December 31, 2019 actuarial valuation. The rates based on a percentage of payroll, first became effective July 1, 2021. The City's contribution rates for the period were 21.24% for Tier One/Tier Two members, 15.73% for OPSRP General Service members, and 20.09% for OPSRP Police and Fire members. The City's total contributions exclusive of the 6% "pick-up" was \$1,733,222.

Covered employees are required to contribute 6% of their salary to the Plan, but the employer is allowed to pay any or all of the employees' contribution in addition to the required employers' contribution. The City has elected to contribute the 6% "pick-up" or \$558,404 of the employees' contribution.

Contributions and pension expense are reported in the funds in which the related payroll costs are incurred, primarily the General, Street, Water, Sewer, Information Technology and Insurance funds.

Pension Assets, Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

At June 30, 2022, the City reported a liability of \$9,545,486 for its proportionate share of the OPERS net pension liability. The net pension liability was measured as of June 30, 2021, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of December 31, 2019 rolled forward to June 30, 2021. The City's proportion of the net pension liability was based on a projection of the City's long-term share of contributions to the pension plan relative to the projected contributions of all participating employers, actuarially determined. At June 30, 2021, the City's proportion was 0.0798%, which is an increase of 0.0020% from its proportion measured as of June 30, 2020.

CITY OF WOODBURN, OREGON**NOTES TO BASIC FINANCIAL STATEMENTS (Continued)****YEAR ENDED JUNE 30, 2022****PENSION PLAN – OREGON PUBLIC EMPLOYEES RETIREMENT SYSTEM (Continued)**

For the year ended June 30, 2022, the City recognized pension expense of \$391,455. At June 30, 2022, the City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	<i>Deferred Outflows of Resources</i>	<i>Deferred Inflows of Resources</i>
Differences between expected and actual experience	\$ 893,520	\$ -
Changes of assumptions	2,389,523	25,120
Net difference between projected and actual earnings on investments	-	7,066,450
Changes in proportionate share	554,994	1,578,810
Differences between employer contributions and proportionate share of contributions	2,123,873	118,875
Contributions subsequent to measurement date	1,733,222	-
	<hr/>	<hr/>
Total	\$ 7,695,132	\$ 8,789,255
	<hr/>	<hr/>

Deferred outflows of resources related to pensions of \$1,733,222 resulting from the City's contributions subsequent to the measurement date will be recognized as either a reduction of the net pension liability or an increase in the net pension asset in the year ending June 30, 2023. Other amounts reported as deferred outflows and inflows of resources related to pensions will be recognized in pension expense as an addition to (reduction from) as follows:

<i>Fiscal Year Ending June 30,</i>	
<hr/>	
2023	\$ (484,179)
2024	(329,353)
2025	(668,966)
2026	(1,579,874)
2027	235,028
	<hr/>
Total	\$ (2,827,344)
	<hr/>

PENSION PLAN – OREGON PUBLIC EMPLOYEES RETIREMENT SYSTEM (Continued)

Actuarial Methods and Assumptions

The total pension liability in the December 31, 2019 actuarial valuation was determined using the following actuarial methods and assumptions:

Actuarial Cost Method	Entry Age Normal
Amortization Method	Amortized as a level percentage of payroll as layered amortization bases over a closed period; Tier One/Tier Two UAL is amortized over 20 years and OPSRP pension UAL is amortized over 16 years
Asset Valuation Method	Market value of assets
Actuarial Assumptions:	
Inflation Rate	2.40%
Investment Rate of Return	6.90%
Projected Salary Increases	3.40% overall payroll growth; salaries for individuals are assumed to grow at 3.40% plus assumed rates of merit/longevity increases based on service
Mortality	<p><i>Healthy retirees and beneficiaries:</i> Pub-2010 Healthy Retiree, sex-distinct, generational with Unisex, Social Security Data Scale, with job category adjustments and set-backs as described in the valuation.</p> <p><i>Active members:</i> Pub-2010 Healthy Retiree, sex-distinct, generational with Unisex, Social Security Data Scale, with job category adjustments and set-backs as described in the valuation.</p> <p><i>Disabled retirees:</i> Pub-2010 Disabled Retiree, sex-distinct, generational with Unisex, Social Security Data Scale, with job category adjustments and set-backs as described in the valuation.</p>

Actuarial valuations of an ongoing plan involve estimates of the value of projected benefits and assumptions about the probability of events far into the future. Actuarially determined amounts are subject to continual revision as actual results are compared to past expectations and new estimates are made about the future. Experience studies are performed as of December 31 of even numbered years. The methods and assumptions shown above are based on the 2018 experience study which reviewed experience for the four-year period ending on December 31, 2018.

CITY OF WOODBURN, OREGON**NOTES TO BASIC FINANCIAL STATEMENTS (Continued)****YEAR ENDED JUNE 30, 2022****PENSION PLAN – OREGON PUBLIC EMPLOYEES RETIREMENT SYSTEM (Continued)****Long-Term Expected Rate of Return**

To develop an analytical basis for the selection of the long-term expected rate of return assumption, in July 2013 the PERS Board reviewed long-term assumptions developed by both Milliman's capital market assumptions team and the Oregon Investment Council's (OIC) investment advisors. The table below shows Milliman's assumptions for each of the asset classes in which the plan was invested at that time based on the OIC long-term target asset allocation. The OIC's description of each asset class was used to map the target allocation to the asset classes shown below. Each asset class assumption was based on a consistent set of underlying assumptions, and includes adjustment for the inflation assumption. These assumptions are not based on historical returns, but instead are based on a forward-looking capital market economic model.

<u>Asset Class</u>	<u>Target</u>	<u>Compound Annual Return (Geometric)</u>
Global Equity	30.62 %	5.85 %
Private Equity	25.50	7.71
Core Fixed Income	23.75	2.73
Real Estate	12.25	5.66
Master Limited Partnerships	0.75	5.71
Infrastructure	1.50	6.26
Commodities	0.63	3.10
Hedge Fund of Funds - Multistrategy	1.25	5.11
Hedge Fund Equity - Hedge	0.63	5.31
Hedge Fund - Macro	5.62	5.06
US Cash	(2.50)	1.76
Assumed Inflation - Mean		2.40 %

Discount Rate

The discount rate used to measure the total pension liability was 6.90% for the Defined Benefit Pension Plan, down from 7.20% in the prior year. The projection of cash flows used to determine the discount rate assumed that contributions from plan members and those contributing employers are made at the contractually required rates, as actuarially determined. Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments for the Defined Benefit Pension Plan was applied to all periods of projected benefit payments to determine the total pension liability.

CITY OF WOODBURN, OREGON**NOTES TO BASIC FINANCIAL STATEMENTS (Continued)****YEAR ENDED JUNE 30, 2022**

PENSION PLAN – OREGON PUBLIC EMPLOYEES RETIREMENT SYSTEM (Continued)***Sensitivity of the City's proportionate share of the net pension liability to changes in the discount rate***

The following presents the City's proportionate share of the net pension liability (asset) calculated using the discount rate of 6.90%, as well as what the City's proportionate share of the net pension liability (asset) would be if it were calculated using a discount rate that is 1-percentage-point lower (5.90%) or 1-percentage-point higher (7.90%) than the current rate:

	1% Decrease (5.90%)	Discount Rate (6.90%)	1% Increase (7.90%)
Proportionate share of the net pension liability	\$ 18,745,054	\$ 9,545,486	\$ 1,848,789

Pension Plan Fiduciary Net Position

Detailed information about the pension plan's fiduciary net position is available in the separately issued OPERS financial report.

DEFINED CONTRIBUTION PENSION PLANS

The City sponsors two defined contribution pension plans. Both plan's provisions and contribution requirements are established and amended by the City Council.

The 401A is administered by ICMA Retirement Corp. to provide retirement benefits for the City Attorney. The City has established a contribution amount equivalent to approximately 7% of covered salary. The City contributed \$8,424 to the plan for the year ended June 30, 2022.

The 457 plan is administered by both ICMA Retirement Corporation and First Investors Financial Services, and provides additional retirement benefits for contract and unrepresented employees. The City has established matching contribution rates of 5% or 8.5%, depending on contractual agreements. The City contributed \$182,181 to the plan for the year ended June 30, 2022.

POST EMPLOYMENT BENEFITS OTHER THAN PENSIONS

The other postemployment benefits (OPEB) for the City combines two separate plans. The City provides an implicit rate subsidy for retiree health insurance premiums, and a contribution to the State of Oregon's PERS cost-sharing multiple-employer defined health insurance benefit plan.

Contributions and OPEB expense are reported in the funds in which the related payroll costs are incurred, primarily the General, Street, Water, Sewer, Information Technology and Insurance funds.

CITY OF WOODBURN, OREGON**NOTES TO BASIC FINANCIAL STATEMENTS (Continued)****YEAR ENDED JUNE 30, 2022****POST EMPLOYMENT BENEFITS OTHER THAN PENSIONS (Continued)****Financial Statement Presentation**

The City's two OPEB plans are presented in the aggregate on the Statement of Net Position. The amounts on the financial statements relate to the plans as follows:

	<i>Implicit Rate Subsidy Plan</i>	<i>PERS RHIA Plan</i>	<i>Total OPEB on Financials</i>
Total OPEB asset	\$ -	\$ 243,371	\$ 243,371
Deferred Outflows of Resources			
Contributions After Measurement Date	38,994	1,497	40,491
Differences between expected and actual experience	-	4,789	4,789
Change in assumptions	16,011	-	16,011
Changes in proportionate share	-	15,013	15,013
Total Deferred Outflows of Resources	55,005	21,299	73,311
Total OPEB Liability	(679,773)	-	(679,773)
Deferred Inflows of Resources			
Differences between expected and actual experience	(21,014)	(6,771)	(27,785)
Change in assumptions	(90,962)	(3,620)	(94,582)
Net difference between projected and actual earnings	-	(57,838)	(57,838)
Changes in proportionate share	-	(25,018)	(25,018)
Total Deferred Inflows of Resources	(111,976)	(93,247)	(205,223)
OPEB Expense/(Income)	16,158	(36,346)	(20,188)

Implicit Rate Subsidy**Plan Description**

The City's single-employer defined benefit postemployment healthcare plan is administered by Citycounty Insurance Services (CIS). Benefit provisions are established through negotiations between the City and representatives of the City or through resolutions passed by City Council. No assets have been accumulated in a trust that meets the criteria in paragraph 4 of Statement 75.

The City's postemployment healthcare plan administrator issues a publicly available financial report that includes financial statements and required supplementary information for CIS. This report may be obtained by writing to the CIS Main Office, 1212 Court Street NE, Salem OR 97301.

Benefits Provided

The plan provides eligible retirees and their dependents under age 65 the same health care coverage at the same premium rates as offered to active employees. The retiree is responsible for the premiums.

CITY OF WOODBURN, OREGON
NOTES TO BASIC FINANCIAL STATEMENTS (Continued)
YEAR ENDED JUNE 30, 2022

POST EMPLOYMENT BENEFITS OTHER THAN PENSIONS (Continued)

Implicit Rate Subsidy (Continued)

As of the valuation date of July 1, 2019, the following employees were covered by the benefit terms:

Inactive employees or beneficiaries receiving benefits	7
Active employees	120
	<u>127</u>

Total OPEB Liability, OPEB Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB

The City's total OPEB liability of \$679,773 was measured as of June 30, 2021, and was determined by an actuarial valuation as of December 31, 2019. For the fiscal year ended June 30, 2022, the City recognized OPEB expense from this plan of \$16,158. At June 30, 2022, the City reported deferred outflows of resources and deferred inflows of resources related to this OPEB plan from the following sources:

	<i>Deferred Outflow of Resources</i>	<i>Deferred Inflow of Resources</i>
Differences between expected and actual experience	\$ -	\$ 21,014
Changes of assumptions	16,011	90,962
Contributions subsequent to measurement date	38,994	-
Total	<u>\$ 55,005</u>	<u>\$ 111,976</u>

Deferred outflows of resources related to OPEB of \$38,994 resulting from the City's contributions subsequent to the measurement date will be recognized as a reduction of the total OPEB liability in the year ended June 30, 2023. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized in OPEB expense as follows:

<i><u>Year ended June 30:</u></i>	
2023	\$ (19,480)
2024	(19,480)
2025	(19,480)
2026	(19,480)
2027	(14,283)
Thereafter	(3,762)
Total	<u>\$ (95,965)</u>

CITY OF WOODBURN, OREGON
NOTES TO BASIC FINANCIAL STATEMENTS (Continued)
YEAR ENDED JUNE 30, 2022

POST EMPLOYMENT BENEFITS OTHER THAN PENSIONS (Continued)

Actuarial Assumptions and Other Inputs

The total OPEB liability for the June 30, 2022 valuation was determined using the following actuarial assumptions and other inputs, applied to all periods included in the measurement, unless otherwise specified: inflation rate of 2.50%, projected salary increases of 3.50%, discount rate of 2.16%, medical and vision varies between 5.75% and 3.75%, dental at 4.00%, and mortality rates based on the PUB-2010 General and Safety Employee and Healthy Retiree tables, sex distinct for members and dependents, with a one-year setback for male general service employees and female safety employees.

The discount rate was based on Bond Buyer 20-Year General Obligation Bond Index.

Changes in the Total OPEB Liability

	<i>Total OPEB Liability</i>
Balance as of June 30, 2021	\$ 646,742
Changes for the year:	
Service cost	59,512
Interest on total OPEB liability	15,120
Effect of assumptions changes or inputs	2,791
Benefit payments	(44,392)
Balance as of June 30, 2022	<u>\$ 679,773</u>

The effect of changes in assumptions is the result of the change in the discount rate from 2.21 to 2.16.

Sensitivity of the Total OPEB Liability

The following presents the City's total OPEB liability, as well as what the liability would be if it were calculated using a discount rate that is 1 percentage point lower (1.16 percent) or 1 percentage point higher (3.16 percent) than the current discount rate. A similar sensitivity analysis is then presented for changes in the healthcare trend assumption.

<i>Discount Rate:</i>	<i>1% Decrease (1.16%)</i>	<i>Current Discount Rate (2.16%)</i>	<i>1% Increase (3.16%)</i>
Total OPEB Liability	\$ 735,470	\$ 679,773	\$ 627,729
<i>Healthcare Cost Trend:</i>	<i>1% Decrease (2.75% increasing to 3.00%)</i>	<i>Trend Rate (3.75% increasing to 4.00%)</i>	<i>1% Increase (4.75% increasing to 5.00%)</i>
Total OPEB Liability	\$ 599,494	\$ 679,773	\$ 776,106

CITY OF WOODBURN, OREGON

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

YEAR ENDED JUNE 30, 2022

POST EMPLOYMENT BENEFITS OTHER THAN PENSIONS (Continued)

PERS Retirement Health Insurance Account

Plan Description

The City contributes to the PERS Retirement Health Insurance Account (RHIA) for each of its eligible employees. RHIA is a cost-sharing multiple-employer defined benefit other postemployment benefit plan administered by PERS. RHIA pays a monthly contribution toward the cost of Medicare companion health insurance premiums for eligible retirees. ORS 238.420 established this trust fund. Authority to establish and amend the benefit provisions of RHIA reside with the Oregon Legislature. The plan is closed to new entrants hired after August 29, 2003. PERS issues publicly available financial statements and required supplementary information. That report may be obtained by writing to Oregon Public Employees Retirement System, PO Box 23700, Tigard, OR 97281-3700 or online at: <https://www.oregon.gov/PERS/Pages/Financials/Actuarial-Financial-Information.aspx>.

Benefits Provided

Because RHIA was created by enabling legislation (ORS 238.420), contribution requirements of the plan members and the participating employers were established and may be amended only by the Oregon Legislature. ORS require that an amount equal to \$60 or the total monthly cost of Medicare companion health insurance premiums coverage, whichever is less, shall be paid from the RHIA established by the employer, and any monthly cost in excess of \$60 shall be paid by the eligible retired member in the manner provided in ORS 238.410. To be eligible to receive this monthly payment toward the premium cost, the member must: (1) have eight years or more of qualifying service in PERS at the time of retirement or receive a disability allowance as if the member had eight years or more of creditable service in PERS, (2) receive both Medicare Parts A and B coverage, and (3) enroll in a PERS-sponsored health plan.

A surviving spouse or dependent of a deceased PERS retiree who was eligible to receive the subsidy is eligible to receive the subsidy if he or she (1) is receiving a retirement benefit or allowance from PERS or (2) was insured at the time the member died and the member retired before May 1, 1991.

Contributions

PERS funding policy provides for employer contributions at actuarially determined rates. These contributions, expressed as a percentage of covered payroll, are intended to accumulate sufficient assets to pay benefits when due. Employer contribution rates for the period were based on the December 31, 2019 actuarial valuation. The rates based on a percentage of payroll, first became effective July 1, 2021. The City's contribution rates for the period were 0.06% for Tier One/Tier Two members. The City's total contributions for the year ended June 30, 2022 were \$1,497.

OPEB Assets, Liabilities, OPEB Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB

At June 30, 2022, the City reported an asset of \$243,371 for its proportionate share of the OPERS net OPEB asset. The net OPEB asset was measured as of June 30, 2021 and was determined by an actuarial valuation as of December 31, 2019, rolled forward to June 30, 2021. The City's proportion of the net OPEB asset was based on the City's contributions to the RHIA program during the measurement period relative to contributions from all participating employers. At June 30, 2021 the City's proportionate share was 0.0709%, which is an increase from its proportion of 0.0505% as of June 30, 2020.

CITY OF WOODBURN, OREGON**NOTES TO BASIC FINANCIAL STATEMENTS (Continued)****YEAR ENDED JUNE 30, 2022****POST EMPLOYMENT BENEFITS OTHER THAN PENSIONS (Continued)****PERS Retirement Health Insurance Account (Continued)**

For the year ended June 30, 2022, the City recognized OPEB income from this plan of \$36,346. At June 30, 2022, the City reported deferred outflows of resources and deferred inflows of resources related to this OPEB plan from the following sources:

	<i>Deferred Outflow of Resources</i>	<i>Deferred Inflow of Resources</i>
Differences between expected and actual experience	\$ -	\$ 6,771
Changes of assumptions	4,789	3,620
Net difference between projected and actual earnings	-	57,838
Change in proportionate share	15,013	25,018
contributions subsequent to the MD	1,497	-
	<hr/>	<hr/>
Total	\$ 21,299	\$ 93,247
	<hr/>	<hr/>

Deferred outflows of resources related to OPEB of \$1,497 resulting from the City's contributions subsequent to the measurement date will be recognized as either a reduction of the net OPEB liability or an increase in the net OPEB asset in the year ended June 30, 2023. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized in OPEB expense as follows:

<i>Year ended June 30:</i>	
2023	\$ (20,003)
2024	(21,969)
2025	(13,205)
2026	(18,268)
	<hr/>
Total	\$ (73,445)
	<hr/>

Actuarial Methods and Assumptions

See OPERS Pension Plan footnote for additional information on actuarial assumptions and methods, the long-term expected rate of return, and the discount rate.

CITY OF WOODBURN, OREGON
NOTES TO BASIC FINANCIAL STATEMENTS (Continued)
YEAR ENDED JUNE 30, 2022

PERS Retirement Health Insurance Account (Continued)

Sensitivity of the proportionate share of the net OPEB liability (asset) to changes in the discount rate

The following presents the City's proportionate share of the net OPEB liability (asset) calculated using the discount rate of 6.90%, as well as what the City's proportionate share of the net OPEB liability (asset) would be if it were calculated using a discount rate that is 1 percentage point lower (5.90%) or 1 percentage point higher (7.90%) than the current rate:

	1% Decrease (5.90%)	Discount Rate (6.90%)	1% Increase (7.90%)
Net OPEB liability (asset)	\$ 215,226	\$ 243,371	\$ 267,414

OPEB Plan Fiduciary Net Position

Detailed information about the pension plan's fiduciary net position is available in the separately issued OPERS financial report.

TRANSFERS

Interfund transfers are as follows:

Transfers Out	Transfers Out					Total Transfers In
	Governmental funds			Business-type funds		
	General	Building Inspection	Non-major	Water Operations	Sewer Operations	
Governmental funds						
General	\$ -	\$ 7,770	\$ 293,560	\$ 16,770	\$ 24,580	\$ 342,680
Other non-major	274,660	-	1,339,010	50,000	140,000	1,803,670
Total Transfers In	\$ 274,660	\$ 7,770	\$ 1,632,570	\$ 66,770	\$ 164,580	\$ 2,146,350

Transfers are used to (1) move revenues from the fund that statute or budget requires to collect them to the fund that statute or budget requires to expend them or, (2) move unrestricted revenues to finance programs accounted for in other funds in accordance with budgetary authorization. The table above is based on fund financials statements.

CONTINGENCIES

The City purchases commercial insurance to cover all commonly insurable risks, which includes property damage, liability and employee bonds. Most policies carry a small deductible amount. No insurance claims settled in each of the prior three years have exceeded policy coverage.

The City is a defendant in various litigation proceedings. Management believes any losses arising from these actions will not materially affect the City's financial position.

CITY OF WOODBURN, OREGON
NOTES TO BASIC FINANCIAL STATEMENTS (Continued)
YEAR ENDED JUNE 30, 2022

DEFICIT FUND BALANCES

The following funds reported deficit fund balances as of June 30, 2022:

	<u><i>Deficit Fund Balances</i></u>
<i>Governmental Funds</i>	
General Capital Construction	\$ (119,517)
<i>Enterprise Funds</i>	
Sewer Capital Construction	(57,109)

PRIOR PERIOD RESTATEMENTS

The City completed a detailed review of capital asset records, resulting in a significant correction that changed the beginning balance for capital assets. Additionally, an adjustment was required for the implementation of GASB Statement No. 87 that netted to zero, as beginning balance for right to use lease asset and lease payable was recorded for the same amount.

Net Position - July 1, 2021, as originally reported	\$ 152,299,861
Change caused by correction to capital asset database	(369,478)
	<u>\$ 151,930,383</u>

NEW ACCOUNTING STANDARDS IMPLEMENTED

For the fiscal year ended June 30, 2022, the City implemented GASB Statement No. 87, *Leases*. This Statement addresses the accounting and financial reporting for leases by governments, requiring recognition of certain lease assets and liabilities for leases that were previously classified as operating leases where the government is the lessee.

REQUIRED SUPPLEMENTARY INFORMATION

CITY OF WOODBURN, OREGON**COMBINING BALANCE SHEET – BUDGETARY FUNDS REPORTED AS GENERAL FUND
YEAR ENDED JUNE 30, 2022**

	<i>Budgetary funds</i>		<i>Total (reported as General Fund)</i>
	<i>General Fund</i>	<i>PERS Reserve</i>	
ASSETS			
Cash and investments	\$ 12,365,950	\$ 183,120	\$ 12,549,070
Accounts receivable	482,260	-	482,260
Property taxes receivable	381,945	-	381,945
Prepaid expenses	22,319	-	22,319
<i>Total Assets</i>	<u>\$ 13,252,474</u>	<u>\$ 183,120</u>	<u>\$ 13,435,594</u>
LIABILITIES, DEFERRED INFLOWS AND FUND BALANCES			
Liabilities			
Accounts payable	\$ 317,048	\$ -	\$ 317,048
Accrued payroll and payroll liabilities	943,594	-	943,594
<i>Total Liabilities</i>	1,260,642	-	1,260,642
Deferred Inflows			
Unavailable revenue	357,835	-	357,835
Fund Balance			
Non-spendable	22,319	-	22,319
Committed to:			
Retirement	-	183,120	183,120
Unassigned	11,611,678	-	11,611,678
<i>Total Fund Balance</i>	<u>11,633,997</u>	<u>183,120</u>	<u>11,817,117</u>
<i>Total Liabilities, Deferred Inflows and Fund Balance</i>	<u>\$ 13,252,474</u>	<u>\$ 183,120</u>	<u>\$ 13,435,594</u>

See notes to required supplementary information.

CITY OF WOODBURN, OREGON**COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES -
BUDGETARY FUNDS REPORTED AS GENERAL FUND
YEAR ENDED JUNE 30, 2022**

	<i>Budgetary funds</i>			<i>Total (reported as General Fund)</i>
	<i>General Fund</i>	<i>PERS Reserve</i>	<i>Eliminations</i>	
REVENUES				
Taxes and assessments	\$ 10,893,677	\$ -	\$ -	\$ 10,893,677
Licenses and permits	2,547,209	-	-	2,547,209
Charges for services	1,556,238	-	-	1,556,238
Intergovernmental	1,663,767	-	-	1,663,767
Fines and forfeitures	491,001	-	-	491,001
Miscellaneous	559,151	-	-	559,151
<i>Total Revenues</i>	17,711,043	-	-	17,711,043
EXPENDITURES				
Current				
General government	2,080,966	-	-	2,080,966
Economic development	1,035,285	-	-	1,035,285
Public safety	7,945,141	-	-	7,945,141
Culture and recreation	3,005,263	-	-	3,005,263
Debt Service				
Principal	621,000	-	-	621,000
Interest	5,554	-	-	5,554
Capital outlay	74,384	-	-	74,384
<i>Total Expenditures</i>	14,767,593	-	-	14,767,593
REVENUES OVER (UNDER) EXPENDITURES				
	2,943,450	-	-	2,943,450
OTHER FINANCING SOURCES (USES)				
Transfers in	267,560	183,120	(108,000)	342,680
Transfers out	(382,660)	-	108,000	(274,660)
Proceeds from sales of assets	259,506	-	-	259,506
<i>Total Other Financing Sources (Uses)</i>	144,406	183,120	-	327,526
NET CHANGE IN FUND BALANCE	3,087,856	183,120	-	3,270,976
FUND BALANCE, beginning of year	8,546,141	-	-	8,546,141
FUND BALANCE, end of year	\$ 11,633,997	\$ 183,120	\$ -	\$ 11,817,117

See notes to required supplementary information.

CITY OF WOODBURN, OREGON**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL – GENERAL FUND (BUDGETARY BASIS)
YEAR ENDED JUNE 30, 2022**

	Budget Amounts			
	Original	Final	Actual	Variance
REVENUES				
Taxes and assessments	\$ 10,489,270	\$ 10,489,270	\$ 10,893,677	\$ 404,407
Licenses and permits	206,900	206,900	394,150	187,250
Franchise fees	2,000,400	2,000,400	2,153,059	152,659
Charges for services	925,100	960,935	1,556,238	595,303
Intergovernmental	1,235,560	1,584,060	1,663,767	79,707
Fines and forfeitures	1,028,000	1,028,000	491,001	(536,999)
Miscellaneous	570,630	570,630	559,151	(11,479)
Total Revenues	16,455,860	16,840,195	17,711,043	870,848
EXPENDITURES				
Administration	1,963,490	1,963,490	1,485,241	478,249
Economic development	209,930	459,930	230,117	229,813
Nondepartmental	1,074,460	1,004,460	595,725	408,735
Police	8,699,850	8,699,850	7,945,141	754,709
Community services	3,403,970	3,885,470	3,079,647	805,823
Planning	648,160	663,370	546,540	116,830
Engineering	317,600	338,225	258,628	79,597
Debt service				
Principal	621,000	621,000	621,000	-
Interest	22,000	22,000	5,554	16,446
Contingency	3,944,440	3,944,440	-	3,944,440
Total Expenditures	20,904,900	21,602,235	14,767,593	6,834,642
REVENUES OVER (UNDER) EXPENDITURES	(4,449,040)	(4,762,040)	2,943,450	7,705,490
OTHER FINANCING SOURCES (USES)				
Transfers in	-	408,000	267,560	(140,440)
Transfers out	(362,660)	(457,660)	(382,660)	75,000
Proceeds from sale of assets	25,000	25,000	259,506	234,506
Total Other Financing Sources (Uses)	(337,660)	(24,660)	144,406	169,066
NET CHANGE IN FUND BALANCE	(4,786,700)	(4,786,700)	3,087,856	7,874,556
FUND BALANCE, beginning of year	7,889,060	7,889,060	8,546,141	657,081
FUND BALANCE, end of year	\$ 3,102,360	\$ 3,102,360	\$ 11,633,997	\$ 8,531,637

See notes to required supplementary information.

CITY OF WOODBURN, OREGON**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL – PERS RESERVE FUND (BUDGETARY BASIS)
YEAR ENDED JUNE 30, 2022**

	Budget Amounts		Actual	Variance
	Original	Final		
REVENUES	\$ -	\$ -	\$ -	\$ -
EXPENDITURES				
Personal services	183,120	183,120	-	183,120
REVENUES OVER (UNDER) EXPENDITURES	(183,120)	(183,120)	-	183,120
OTHER FINANCING SOURCES (USES)				
Transfers in	183,120	183,120	183,120	-
NET CHANGE IN FUND BALANCE	-	-	183,120	183,120
FUND BALANCE, beginning of year	-	-	-	-
FUND BALANCE, end of year	\$ -	\$ -	\$ 183,120	\$ 183,120

See notes to required supplementary information.

CITY OF WOODBURN, OREGON**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL - BUILDING INSPECTION FUND
YEAR ENDED JUNE 30, 2022**

	Budget Amounts			
	Original	Final	Actual	Variance
REVENUES				
Licenses and permits	\$ 805,300	\$ 6,550,910	\$ 8,938,603	\$ 2,387,693
Intergovernmental	501,000	2,201,000	1,625,523	(575,477)
Miscellaneous	13,000	13,000	5,924	(7,076)
<i>Total Revenues</i>	1,319,300	8,764,910	10,570,050	1,805,140
EXPENDITURES				
Building inspection	1,394,010	8,839,620	5,541,864	3,297,756
Contingency	1,228,320	1,228,320	-	1,228,320
<i>Total Expenditures</i>	2,622,330	10,067,940	5,541,864	4,526,076
REVENUES OVER (UNDER) EXPENDITURES	(1,303,030)	(1,303,030)	5,028,186	6,331,216
OTHER FINANCING SOURCES (USES)				
Transfers out	(7,770)	(7,770)	(7,770)	-
NET CHANGE IN FUND BALANCE	(1,310,800)	(1,310,800)	5,020,416	6,331,216
FUND BALANCE, beginning of year	1,310,800	1,310,800	1,446,430	135,630
FUND BALANCE, end of year	\$ -	\$ -	\$ 6,466,846	\$ 6,466,846

See notes to required supplementary information.

CITY OF WOODBURN, OREGON**SCHEDULE OF THE CITY'S PROPORTIONATE SHARE OF THE NET PENSION LIABILITY (ASSET)****OREGON PUBLIC EMPLOYEES RETIREMENT SYSTEM****LAST NINE FISCAL YEARS ¹**

	City's proportion of the net pension liability (asset)	City's proportionate share of the net pension liability (asset)	City's covered payroll	City's proportionate share of the net pension liability (asset) as a percentage of its covered payroll	Plan fiduciary net position as a percentage of the total pension liability
2014	0.1145%	\$ 5,842,512	\$ 7,956,480	73.4%	92.0%
2015	0.1145%	(2,595,126)	8,048,595	-32.2%	103.6%
2016	0.1224%	7,026,676	8,457,225	83.1%	91.9%
2017	0.1081%	16,230,093	8,344,438	194.5%	80.5%
2018	0.0994%	13,401,200	8,800,124	152.3%	83.1%
2019	0.0856%	12,969,468	8,950,436	144.9%	82.1%
2020	0.0912%	15,782,405	8,868,978	178.0%	80.2%
2021	0.0778%	16,979,947	10,145,281	167.4%	75.8%
2022	0.0798%	9,545,486	9,855,515	96.9%	87.6%

¹ 10-year trend information required by GASB Statement 68 will be presented prospectively

See notes to required supplementary information.

CITY OF WOODBURN, OREGON
SCHEDULE OF THE CITY'S CONTRIBUTIONS
OREGON PUBLIC EMPLOYEES RETIREMENT SYSTEM
LAST NINE FISCAL YEARS ¹

	Contractually required contributions	Contributions in relation to the contractually required contribution	Contribution deficiency (excess)	City's covered payroll	Contributions as a percentage of covered payroll
2014	\$ 1,022,429	\$ (1,022,429)	\$ -	\$ 8,048,595	12.70%
2015	1,046,147	(1,046,147)	-	8,457,225	12.37%
2016	1,096,838	(1,096,838)	-	8,344,438	13.14%
2017	1,034,667	(1,034,667)	-	8,800,124	11.76%
2018	1,347,984	(1,347,984)	-	8,950,436	15.06%
2019	1,407,165	(1,407,165)	-	8,868,978	15.87%
2020	1,874,810	(1,874,810)	-	10,145,281	18.48%
2021	1,620,295	(1,620,295)	-	9,855,515	16.44%
2022	1,733,222	(1,733,222)	-	10,504,778	16.50%

¹ 10-year trend information required by GASB Statement 68 will be presented prospectively

CITY OF WOODBURN, OREGON**SCHEDULE OF CHANGES IN TOTAL OTHER POST-EMPLOYMENT BENEFITS LIABILITY AND RELATED RATIOS - IMPLICIT RATE SUBSIDY
LAST FIVE FISCAL YEARS¹**

	<u>2022</u>	<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>
Service cost	\$ 59,512	\$ 44,820	\$ 39,806	\$ 47,892	\$ 51,565
Interest on total OPEB liability	15,120	23,775	24,532	25,949	21,016
Effect of economic/demographic gains or (losses)	-	(15,430)	-	(16,512)	-
Effect of assumption change or inputs	2,791	(21,415)	20,318	(96,751)	(46,746)
Benefit payments	<u>(44,392)</u>	<u>(38,599)</u>	<u>(49,862)</u>	<u>(37,144)</u>	<u>(32,401)</u>
Net change in total OPEB liability	33,031	(6,849)	34,794	(76,566)	(6,566)
Net OPEB liability, beginning	<u>646,742</u>	<u>653,590</u>	<u>618,796</u>	<u>695,362</u>	<u>701,928</u>
Net OPEB liability, ending	<u>\$ 679,773</u>	<u>\$ 646,741</u>	<u>\$ 653,590</u>	<u>\$ 618,796</u>	<u>\$ 695,362</u>
Covered-employee payroll	\$10,504,778	\$ 9,855,515	\$10,145,281	\$ 8,868,978	\$ 8,950,436
Total OPEB liability as a % of covered-employee payroll	6.5%	6.6%	6.4%	7.0%	7.8%

Notes:

The above table presents the most recent actuarial valuations for the City's post-employment health insurance benefits plan and provides information that approximates the funding progress of the plan.

There are no assets accumulated in a trust that meet the criteria in paragraph 4 of GASB Statement No. 75 to pay the OPEB benefit for the implicit rate subsidy OPEB plan.

¹ 10-year trend information required by GASB Statement 75 will be presented prospectively

CITY OF WOODBURN, OREGON**SCHEDULE OF THE CITY'S PROPORTIONATE SHARE OF THE NET OPEB LIABILITY (ASSET)****OREGON PUBLIC EMPLOYEES RETIREMENT SYSTEM RETIREE HEALTH INSURANCE ACCOUNT
LAST SIX FISCAL YEARS¹**

	City's proportion of the net OPEB liability (asset)	City's proportionate share of the net OPEB liability (asset)	City's covered payroll	City's proportionate share of the net OPEB liability (asset) as a percentage of its covered payroll	Plan fiduciary net position as a percentage of the total pension liability
2017	0.0869%	\$ 23,610	\$ 8,344,438	0.3%	94.2%
2018	0.0815%	(34,002)	8,800,124	-0.4%	108.9%
2019	0.0825%	(92,049)	8,950,436	-1.0%	124.0%
2020	0.0815%	(157,485)	8,868,978	-1.8%	124.0%
2021	0.0505%	(102,836)	10,145,281	-1.0%	150.1%
2022	0.0709%	(243,371)	9,855,515	-2.5%	183.9%

¹ 10-year trend information required by GASB Statement 75 will be presented prospectively

See notes to required supplementary information.

CITY OF WOODBURN, OREGON**SCHEDULE OF THE CITY'S CONTRIBUTIONS****OREGON PUBLIC EMPLOYEES RETIREMENT SYSTEM RETIREE HEALTH INSURANCE ACCOUNT****LAST SIX FISCAL YEARS¹**

	Contractually required contributions	Contributions in relation to the contractually required	Contribution deficiency (excess)	City's covered payroll	Contributions as a percentage of covered payroll
2017	\$ 38,765	\$ (38,765)	\$ -	\$ 8,800,124	0.44%
2018	40,561	(40,561)	-	8,950,436	0.45%
2019	39,580	(39,580)	-	8,868,978	0.45%
2020	40,436	(40,436)	-	10,145,281	0.40%
2021	5,106	(5,106)	-	9,855,515	0.05%
2022	1,497	(1,497)	-	10,504,778	0.01%

¹ 10-year trend information required by GASB Statement 75 will be presented prospectively

CITY OF WOODBURN, OREGON

NOTES TO THE REQUIRED SUPPLEMENTARY INFORMATION YEAR ENDED JUNE 30, 2022

STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY

Budgetary Information

On or before June 30 of each year, the City enacts a resolution approving the budget, appropriating the expenditures, and levying the property taxes. The City's budget is presented on the modified accrual basis of accounting which is the same basis as GAAP with the exception of interfund loans, which are not reported on the budgetary basis.

Prior to enacting this resolution, the proposed budget is presented to a budget committee consisting of members of the City Council and a like number of interested citizens. The budget committee presents the budget to the City Council for budget hearings prior to enactment of the resolution. The City 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. Appropriations of expenditures are made at the program/function level for all funds. The detail budget document 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 City Council. 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 City Council. Management may not amend the budget without seeking the approval of the Council. Appropriations lapse as of year-end.

Changes in Benefit Terms

The Oregon Supreme Court on April 30, 2015, ruled that the provisions of Senate Bill 861, signed into law in October 2013, that limited the post-retirement COLA on benefits accrued prior to the signing of the law was unconstitutional. Benefits could be modified prospectively, but not retrospectively. As a result, those who retired before the bills were passed will continue to receive a COLA tied to the Consumer Price Index that normally results in a 2% increase annually. OPERS will make restoration payments to those benefit recipients. Senate Bill 822 lowered the COLA from 2% to 1.5% for recipients who do not pay Oregon income tax because they are not residents of Oregon.

OPERS members who have accrued benefits before and after the effective dates of the 2013 legislation will have a blended COLA rate when they retire.

This is a change in benefit terms was not included in the net pension liability (asset) proportionate shares provided by OPERS for the years ending June 30, 2015 and June 30, 2014.

Changes of assumptions

Details and a comprehensive list of changes in methods and assumptions can be found in the 2012, 2014, and 2016 experience study for the System, which were published on September 18, 2013, September 23, 2015, July 26, 2017, and July 25, 2019, respectively. These reports can be found at:

<http://www.oregon.gov/PERS/Pages/Financials/Actuarial-Presentations-and-Reports.aspx>.

CITY OF WOODBURN, OREGON

NOTES TO THE REQUIRED SUPPLEMENTARY INFORMATION

YEAR ENDED JUNE 30, 2022

STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY (Continued)

Other Postemployment Benefits (OPEB)

The tables on pages 59-61 present the activities, changes in the proportionate share and contributions related to the City's postemployment health insurance benefit plans (implicit rate subsidy and retirees health insurance account) based on the most recent actuarial valuations for the City.

There are no assets accumulated in a trust that meet the criteria in paragraph 4 of GASB Statement No. 75 to pay the OPEB benefit for the implicit rate subsidy OPEB plan.

SUPPLEMENTARY INFORMATION

CITY OF WOODBURN, OREGON
COMBINING BALANCE SHEET - NONMAJOR GOVERNMENTAL FUNDS
JUNE 30, 2022

	<i>Special Revenue</i>		
	<i>Street</i>	<i>Transit</i>	<i>Asset Forfeiture</i>
ASSETS			
Cash and investments	\$ 5,972,255	\$ 351,002	\$ 15,300
Accounts receivable	217,492	141,088	-
Property taxes receivable	-	-	-
Assessment liens receivable	-	-	-
Loans receivable	-	-	-
Prepays	-	-	-
<i>Total Assets</i>	<u>\$ 6,189,747</u>	<u>\$ 492,090</u>	<u>\$ 15,300</u>
LIABILITIES, DEFERRED INFLOWS AND FUND BALANCE			
Liabilities:			
Accounts payable	\$ 50,562	\$ 15,095	\$ -
Retainage payable	4,897	-	-
<i>Total Liabilities</i>	<u>55,459</u>	<u>15,095</u>	<u>-</u>
Deferred Inflows:			
Unavailable revenue	-	-	-
Fund Balance:			
Non-spendable	-	-	-
Restricted for:			
Debt service	-	-	-
Construction	6,134,288	-	-
Culture and recreation	-	476,995	-
Community development	-	-	-
Committed to:			
Public safety	-	-	15,300
Capital outlay	-	-	-
<i>Total Fund Balance</i>	<u>6,134,288</u>	<u>476,995</u>	<u>15,300</u>
<i>Total Liabilities, Deferred Inflows and Fund Balance</i>	<u>\$ 6,189,747</u>	<u>\$ 492,090</u>	<u>\$ 15,300</u>

<i>Special Revenue</i>				<i>Capital Projects</i>	
<i>American Rescue Plan</i>	<i>Housing Rehabilitation</i>	<i>Lavelle Black Trust</i>	<i>Urban Renewal</i>	<i>General Capital Construction</i>	<i>Special Assessment</i>
\$ 1,742,954	\$ 30,490	\$ 33,270	\$ 1,393,396	\$ 515,275	\$ 37,429
-	-	-	-	-	-
-	-	-	30,166	-	-
-	-	-	-	-	14,602
-	457,608	-	-	-	-
-	-	-	-	3,300	-
<u>\$ 1,742,954</u>	<u>\$ 488,098</u>	<u>\$ 33,270</u>	<u>\$ 1,423,562</u>	<u>\$ 518,575</u>	<u>\$ 52,031</u>
\$ -	\$ -	\$ -	\$ 147,011	\$ 507,012	\$ -
-	-	-	3,650	130,237	-
-	-	-	150,661	637,249	-
-	457,608	-	28,086	843	14,602
-	-	-	-	3,300	-
-	-	-	-	-	-
-	-	-	-	(122,817)	-
-	-	33,270	-	-	-
1,742,954	30,490	-	1,244,815	-	-
-	-	-	-	-	-
-	-	-	-	-	37,429
<u>1,742,954</u>	<u>30,490</u>	<u>33,270</u>	<u>1,244,815</u>	<u>(119,517)</u>	<u>37,429</u>
<u>\$ 1,742,954</u>	<u>\$ 488,098</u>	<u>\$ 33,270</u>	<u>\$ 1,423,562</u>	<u>\$ 518,575</u>	<u>\$ 52,031</u>

CITY OF WOODBURN, OREGON**COMBINING BALANCE SHEET - NONMAJOR GOVERNMENTAL FUNDS (Continued)**

JUNE 30, 2022

	Capital Projects		
	Street & Storm Capital Construction	Parks SDC	Storm SDC
ASSETS			
Cash and investments	\$ 769,458	\$ 4,020,633	\$ 1,093,870
Accounts receivable	-	-	-
Property taxes receivable	-	-	-
Assessment liens receivable	-	-	-
Loans receivable	-	-	-
Prepays	-	-	-
<i>Total Assets</i>	<u>\$ 769,458</u>	<u>\$ 4,020,633</u>	<u>\$ 1,093,870</u>
LIABILITIES, DEFERRED INFLOWS AND FUND BALANCE			
Liabilities:			
Accounts payable	\$ 323,126	\$ -	\$ -
Retainage payable	5,302	-	-
<i>Total Liabilities</i>	328,428	-	-
Deferred Inflows:			
Unavailable revenue	-	-	-
Fund Balance:			
Non-spendable	-	-	-
Restricted for:			
Debt service	-	-	-
Construction	441,030	4,020,633	1,093,870
Culture and recreation	-	-	-
Community development	-	-	-
Committed to:			
Public safety	-	-	-
Capital outlay	-	-	-
<i>Total Fund Balance</i>	<u>441,030</u>	<u>4,020,633</u>	<u>1,093,870</u>
<i>Total Liabilities, Deferred Inflows and Fund Balance</i>	<u>\$ 769,458</u>	<u>\$ 4,020,633</u>	<u>\$ 1,093,870</u>

<i>Capital Projects</i>	<i>Debt Service</i>	
<i>Equipment Replacement</i>	<i>GO Debt Service</i>	<i>Total</i>
\$ 945,774	\$ 13,219	\$ 16,934,325
-	-	358,580
-	22,397	52,563
-	-	14,602
-	-	457,608
-	-	3,300
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\$ 945,774	\$ 35,616	\$ 17,820,978
<hr/>	<hr/>	<hr/>
\$ -	\$ -	\$ 1,042,806
-	-	144,086
<hr/>	<hr/>	<hr/>
-	-	1,186,892
-	20,848	521,987
-	-	3,300
-	14,768	14,768
-	-	11,567,004
-	-	510,265
-	-	3,018,259
-	-	15,300
945,774	-	983,203
<hr/>	<hr/>	<hr/>
945,774	14,768	16,112,099
<hr/>	<hr/>	<hr/>
\$ 945,774	\$ 35,616	\$ 17,820,978
<hr/>	<hr/>	<hr/>

CITY OF WOODBURN, OREGON**COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES -
NONMAJOR GOVERNMENTAL FUNDS
YEAR ENDED JUNE 30, 2022**

	<i>Special Revenue</i>		
	<i>Street</i>	<i>Transit</i>	<i>Asset Forfeiture</i>
<i>REVENUES</i>			
Taxes and assessments	\$ 107,598	\$ -	\$ -
Licenses and permits	369	-	-
Intergovernmental	2,067,949	602,847	-
Fines and forfeitures	391,088	-	-
Miscellaneous	44,437	6,767	33
<i>Total Revenues</i>	2,611,441	609,614	33
<i>EXPENDITURES</i>			
Current			
Culture and recreation	-	757,002	-
Economic development	-	-	-
Highways and streets	1,628,140	-	-
Debt service			
Principal	-	-	-
Interest	-	-	-
Capital outlay	-	-	-
<i>Total Expenditures</i>	1,628,140	757,002	-
<i>REVENUES OVER (UNDER) EXPENDITURES</i>	983,301	(147,388)	33
<i>OTHER FINANCING SOURCES (USES)</i>			
Transfers in	90,000	189,010	-
Transfers out	(60,820)	(6,800)	-
Proceeds from sales of assets	5,095	725	-
<i>Total Other Financing Sources (Uses)</i>	34,275	182,935	-
<i>NET CHANGE IN FUND BALANCE</i>	1,017,576	35,547	33
<i>FUND BALANCE, beginning of year</i>	5,116,712	441,448	15,267
<i>FUND BALANCE, end of year</i>	\$ 6,134,288	\$ 476,995	\$ 15,300

<i>Special Revenue</i>				<i>Capital Projects</i>	
<i>American Rescue Plan</i>	<i>Housing Rehabilitation</i>	<i>Lavelle Black Trust</i>	<i>Urban Renewal</i>	<i>General Capital Construction</i>	<i>Special Assessment</i>
\$ -	\$ -	\$ -	826,096	\$ -	\$ -
-	-	-	-	-	-
2,917,813	-	-	130,637	1,022,994	-
-	-	-	-	-	-
4,359	7,539	72	5,020	37,474	2,474
2,922,172	7,539	72	961,753	1,060,468	2,474
-	-	113	-	-	-
122,648	3,028	-	297,608	-	-
-	-	-	-	-	-
-	-	-	269,000	-	-
-	-	-	65,870	-	-
-	-	-	603,343	2,779,944	-
122,648	3,028	113	1,235,821	2,779,944	-
2,799,524	4,511	(41)	(274,068)	(1,719,476)	2,474
-	-	-	-	1,374,660	-
(1,056,570)	-	-	(2,090)	-	-
-	-	-	-	-	-
(1,056,570)	-	-	(2,090)	1,374,660	-
1,742,954	4,511	(41)	(276,158)	(344,816)	2,474
-	25,979	33,311	1,520,973	225,299	34,955
\$ 1,742,954	\$ 30,490	\$ 33,270	\$ 1,244,815	\$ (119,517)	\$ 37,429

CITY OF WOODBURN, OREGON**COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES -
NONMAJOR GOVERNMENTAL FUNDS (Continued)
YEAR ENDED JUNE 30, 2022**

	Capital Projects		
	Street & Storm Capital Construction	Parks SDC	Storm SDC
REVENUES			
Taxes and assessments	\$ -	\$ -	\$ -
Licenses and permits	-	2,683,464	313,280
Intergovernmental	-	-	-
Fines and forfeitures	-	-	-
Miscellaneous	279,404	427	1,572
<i>Total Revenues</i>	279,404	2,683,891	314,852
EXPENDITURES			
Current			
Culture and recreation	-	-	-
Economic development	-	-	-
Highways and streets	-	-	-
Debt service			
Principal	-	-	-
Interest	-	-	-
Capital outlay	435,690	-	-
<i>Total Expenditures</i>	435,690	-	-
REVENUES OVER (UNDER) EXPENDITURES	(156,286)	2,683,891	314,852
OTHER FINANCING SOURCES (USES)			
Transfers in	-	-	-
Transfers out	-	(500,000)	-
Proceeds from sales of assets	-	-	-
<i>Total Other Financing Sources (Uses)</i>	-	(500,000)	-
NET CHANGE IN FUND BALANCE	(156,286)	2,183,891	314,852
FUND BALANCE, beginning of year	597,316	1,836,742	779,018
FUND BALANCE, end of year	\$ 441,030	\$ 4,020,633	\$ 1,093,870

<i>Capital Projects</i>	<i>Debt Service</i>	
<i>Equipment Replacement</i>	<i>GO Debt Service</i>	<i>Total</i>
\$ -	\$ 594,304	\$ 1,527,998
-	-	2,997,113
-	-	6,742,240
-	-	391,088
1,575	1,185	392,338
1,575	595,489	12,050,777
-	-	757,115
-	-	423,284
-	-	1,628,140
-	568,000	837,000
-	36,650	102,520
-	-	3,818,977
-	604,650	7,567,036
1,575	(9,161)	4,483,741
150,000	-	1,803,670
-	-	(1,626,280)
-	-	5,820
150,000	-	183,210
151,575	(9,161)	4,666,951
794,199	23,929	11,445,148
\$ 945,774	\$ 14,768	\$ 16,112,099

CITY OF WOODBURN, OREGON**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -****BUDGET AND ACTUAL – STREET SDC FUND****YEAR ENDED JUNE 30, 2022**

	Budget Amounts			
	<i>Original</i>	<i>Final</i>	<i>Actual</i>	<i>Variance</i>
REVENUES				
Licenses and permits	\$ 1,000,000	\$ 1,000,000	\$ 7,117,377	\$ 6,117,377
Miscellaneous	40,000	40,000	7,986	(32,014)
<i>Total Revenues</i>	1,040,000	1,040,000	7,125,363	6,085,363
EXPENDITURES				
Transportation SDC	50,000	50,000	19,406	30,594
REVENUES OVER (UNDER) EXPENDITURES	990,000	990,000	7,105,957	6,115,957
OTHER FINANCING SOURCES (USES)				
Transfers out	(1,000,000)	(1,000,000)	-	1,000,000
NET CHANGE IN FUND BALANCE	(10,000)	(10,000)	7,105,957	7,115,957
FUND BALANCE, beginning of year	4,605,320	4,605,320	5,122,188	516,868
FUND BALANCE, end of year	\$ 4,595,320	\$ 4,595,320	\$ 12,228,145	\$ 7,632,825

CITY OF WOODBURN, OREGON**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL - STREET FUND
YEAR ENDED JUNE 30, 2022**

	Budget Amounts			
	Original	Final	Actual	Variance
REVENUES				
Taxes and assessments	\$ 105,000	\$ 105,000	\$ 107,598	\$ 2,598
Licenses and permits	500	500	369	(131)
Intergovernmental	1,789,500	1,789,500	2,067,949	278,449
Fines and forfeitures	372,750	372,750	391,088	18,338
Miscellaneous	125,700	125,700	44,437	(81,263)
<i>Total Revenues</i>	2,393,450	2,393,450	2,611,441	217,991
EXPENDITURES				
Street	3,406,270	3,426,895	1,628,140	1,798,755
Contingency	1,183,060	1,162,435	-	1,162,435
<i>Total Expenditures</i>	4,589,330	4,589,330	1,628,140	2,961,190
REVENUES OVER (UNDER) EXPENDITURES	(2,195,880)	(2,195,880)	983,301	3,179,181
OTHER FINANCING SOURCES (USES)				
Transfers in	90,000	90,000	90,000	-
Transfers out	(1,617,880)	(1,617,880)	(60,820)	1,557,060
Gain (loss) on sale of assets	-	-	5,095	5,095
<i>Total Other Financing Sources (Uses)</i>	(1,527,880)	(1,527,880)	34,275	1,562,155
NET CHANGE IN FUND BALANCE	(3,723,760)	(3,723,760)	1,017,576	4,741,336
FUND BALANCE, beginning of year	3,723,760	3,723,760	5,116,712	1,392,952
FUND BALANCE, end of year	\$ -	\$ -	\$ 6,134,288	\$ 6,134,288

CITY OF WOODBURN, OREGON**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -****BUDGET AND ACTUAL - TRANSIT FUND****YEAR ENDED JUNE 30, 2022**

	Budget Amounts			
	Original	Final	Actual	Variance
REVENUES				
Intergovernmental	\$ 1,348,000	\$ 1,348,000	\$ 602,847	\$ (745,153)
Miscellaneous	5,500	5,500	6,767	1,267
<i>Total Revenues</i>	1,353,500	1,353,500	609,614	(743,886)
EXPENDITURES				
Transit	1,499,620	1,619,620	757,002	862,618
Contingency	397,080	397,080	-	397,080
<i>Total Expenditures</i>	1,896,700	2,016,700	757,002	1,259,698
REVENUES OVER (UNDER)				
EXPENDITURES	(543,200)	(663,200)	(147,388)	515,812
OTHER FINANCING SOURCES (USES)				
Transfers in	150,000	270,000	189,010	(80,990)
Transfers out	(6,800)	(6,800)	(6,800)	-
Proceeds from sale of assets	-	-	725	725
<i>Total Other Financing Sources (Uses)</i>	143,200	263,200	182,935	(80,265)
NET CHANGE IN FUND BALANCE	(400,000)	(400,000)	35,547	435,547
FUND BALANCE, beginning of year	400,000	400,000	441,448	41,448
FUND BALANCE, end of year	\$ -	\$ -	\$ 476,995	\$ 476,995

CITY OF WOODBURN, OREGON**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL – ASSET FORFEITURE FUND
YEAR ENDED JUNE 30, 2022**

	<i>Budget Amounts</i>			
	<i>Original</i>	<i>Final</i>	<i>Actual</i>	<i>Variance</i>
<i>REVENUES</i>				
Miscellaneous	\$ 200	\$ 200	\$ 33	\$ (167)
<i>EXPENDITURES</i>				
Asset forfeiture	15,330	15,330	-	15,330
<i>NET CHANGE IN FUND BALANCE</i>	(15,130)	(15,130)	33	15,163
<i>FUND BALANCE, beginning of year</i>	15,130	15,130	15,267	137
<i>FUND BALANCE, end of year</i>	\$ -	\$ -	\$ 15,300	\$ 15,300

CITY OF WOODBURN, OREGON**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -****BUDGET AND ACTUAL – AMERICAN RESCUE PLAN FUND****YEAR ENDED JUNE 30, 2022**

	<i>Budget Amounts</i>			
	<i>Original</i>	<i>Final</i>	<i>Actual</i>	<i>Variance</i>
REVENUES				
Intergovernmental	\$ 2,700,000	\$ 2,700,000	\$ 2,917,813	\$ 217,813
Miscellaneous	1,000	1,000	4,359	3,359
<i>Total Revenues</i>	2,701,000	2,701,000	2,922,172	221,172
EXPENDITURES				
American Rescue Plan	-	756,500	122,648	633,852
Contingency	5,401,000	2,841,500	-	2,841,500
<i>Total Expenditures</i>	5,401,000	3,598,000	122,648	3,475,352
REVENUES OVER (UNDER)				
EXPENDITURES	(2,700,000)	(897,000)	2,799,524	3,696,524
OTHER FINANCING SOURCES (USES)				
Transfers out	-	(1,803,000)	(1,056,570)	746,430
NET CHANGE IN FUND BALANCE	(2,700,000)	(2,700,000)	1,742,954	4,442,954
FUND BALANCE, beginning of year	2,700,000	2,700,000	-	(2,700,000)
FUND BALANCE, end of year	\$ -	\$ -	\$ 1,742,954	\$ 1,742,954

CITY OF WOODBURN, OREGON**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL - HOUSING REHABILITATION FUND
YEAR ENDED JUNE 30, 2022**

	<i>Budget Amounts</i>			
	<i>Original</i>	<i>Final</i>	<i>Actual</i>	<i>Variance</i>
<i>REVENUES</i>				
Miscellaneous	\$ 16,000	\$ 16,000	\$ 7,539	\$ (8,461)
<i>EXPENDITURES</i>				
Housing rehab	41,250	41,250	3,028	38,222
<i>NET CHANGE IN FUND BALANCE</i>	(25,250)	(25,250)	4,511	29,761
<i>FUND BALANCE, beginning of year</i>	25,250	25,250	25,979	729
<i>FUND BALANCE, end of year</i>	\$ -	\$ -	\$ 30,490	\$ 30,490

CITY OF WOODBURN, OREGON**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL – LAVELLE BLACK TRUST FUND
YEAR ENDED JUNE 30, 2022**

	<i>Budget Amounts</i>			
	<i>Original</i>	<i>Final</i>	<i>Actual</i>	<i>Variance</i>
<i>REVENUES</i>				
Miscellaneous	\$ 500	\$ 500	\$ 72	\$ (428)
<i>EXPENDITURES</i>				
Materials and services	7,500	7,500	113	7,387
Contingency	28,520	28,520	-	28,520
<i>Total Expenditures</i>	36,020	36,020	113	35,907
<i>NET CHANGE IN FUND BALANCE</i>	(35,520)	(35,520)	(41)	35,479
<i>FUND BALANCE, beginning of year</i>	35,520	35,520	33,311	(2,209)
<i>FUND BALANCE, end of year</i>	\$ -	\$ -	\$ 33,270	\$ 33,270

CITY OF WOODBURN, OREGON**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL – URBAN RENEWAL FUND
YEAR ENDED JUNE 30, 2022**

	Budget Amounts			
	<u>Original</u>	<u>Final</u>	<u>Actual</u>	<u>Variance</u>
REVENUES				
Taxes and assessments	\$ 787,950	\$ 787,950	\$ 826,096	\$ 38,146
Intergovernmental	-	-	130,637	130,637
Miscellaneous	90,000	90,000	5,020	(84,980)
<i>Total Revenues</i>	877,950	877,950	961,753	83,803
EXPENDITURES				
Administration				
Personal services	209,020	209,020	207,159	1,861
Materials and services	202,640	202,640	90,449	112,191
Capital outlay	558,000	558,000	603,343	(45,343)
Debt service				
Principal	269,000	269,000	269,000	-
Interest	65,870	65,870	65,870	-
Contingency	115,640	115,640	-	115,640
<i>Total Expenditures</i>	1,420,170	1,420,170	1,235,821	184,349
REVENUES OVER (UNDER) EXPENDITURES	(542,220)	(542,220)	(274,068)	268,152
OTHER FINANCING SOURCES (USES)				
Transfers out	(2,090)	(2,090)	(2,090)	-
NET CHANGE IN FUND BALANCE	(544,310)	(544,310)	(276,158)	268,152
FUND BALANCE, beginning of year	1,214,310	1,214,310	1,520,973	306,663
FUND BALANCE, end of year	\$ 670,000	\$ 670,000	\$ 1,244,815	\$ 574,815

CITY OF WOODBURN, OREGON**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL – GENERAL CAPITAL CONSTRUCTION FUND
YEAR ENDED JUNE 30, 2022**

	<i>Budget Amounts</i>			
	<i>Original</i>	<i>Final</i>	<i>Actual</i>	<i>Variance</i>
<i>REVENUES</i>				
Intergovernmental	\$ -	\$ 1,000,000	\$ 1,022,994	\$ 22,994
Miscellaneous	20	15,020	37,474	22,454
<i>Total Revenues</i>	20	1,015,020	1,060,468	45,448
<i>EXPENDITURES</i>				
Capital outlay	384,790	4,494,790	2,779,944	1,714,846
<i>REVENUES OVER (UNDER) EXPENDITURES</i>	(384,770)	(3,479,770)	(1,719,476)	1,760,294
<i>OTHER FINANCING SOURCES (USES)</i>				
Transfers in	129,660	3,224,660	1,374,660	(1,850,000)
<i>NET CHANGE IN FUND BALANCE</i>	(255,110)	(255,110)	(344,816)	(89,706)
<i>FUND BALANCE, beginning of year</i>	255,110	255,110	225,299	(29,811)
<i>FUND BALANCE (Deficit), end of year</i>	\$ -	\$ -	\$ (119,517)	\$ (119,517)

CITY OF WOODBURN, OREGON**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL – SPECIAL ASSESSMENT FUND
YEAR ENDED JUNE 30, 2022**

	<i>Budget Amounts</i>			
	<i>Original</i>	<i>Final</i>	<i>Actual</i>	<i>Variance</i>
<i>REVENUES</i>				
Miscellaneous	\$ 9,400	\$ 9,400	\$ 2,474	\$ (6,926)
<i>EXPENDITURES</i>				
Contingency	46,500	46,500	-	46,500
<i>NET CHANGE IN FUND BALANCE</i>	(37,100)	(37,100)	2,474	39,574
<i>FUND BALANCE, beginning of year</i>	37,100	37,100	34,955	(2,145)
<i>FUND BALANCE, end of year</i>	\$ -	\$ -	\$ 37,429	\$ 37,429

CITY OF WOODBURN, OREGON**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL – STREET & STORM CAPITAL CONSTRUCTION FUND
YEAR ENDED JUNE 30, 2022**

	Budget Amounts			
	Original	Final	Actual	Variance
REVENUES				
Intergovernmental	\$ 800,000	\$ 800,000	\$ -	\$ (800,000)
Miscellaneous	2,500	2,500	279,404	276,904
<i>Total Revenues</i>	802,500	802,500	279,404	(523,096)
EXPENDITURES				
Capital outlay	4,195,000	4,195,000	435,690	3,759,310
REVENUES OVER (UNDER) EXPENDITURES	(3,392,500)	(3,392,500)	(156,286)	3,236,214
OTHER FINANCING SOURCES (USES)				
Transfers in	2,707,060	2,707,060	-	(2,707,060)
NET CHANGE IN FUND BALANCE	(685,440)	(685,440)	(156,286)	529,154
FUND BALANCE, beginning of year	685,440	685,440	597,316	(88,124)
FUND BALANCE, end of year	\$ -	\$ -	\$ 441,030	\$ 441,030

CITY OF WOODBURN, OREGON**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL – PARKS SDC FUND
YEAR ENDED JUNE 30, 2022**

	Budget Amounts		Actual	Variance
	Original	Final		
REVENUES				
Licenses and permits	\$ 1,100,000	\$ 1,100,000	\$ 2,683,464	\$ 1,583,464
Miscellaneous	10,000	10,000	427	(9,573)
<i>Total Revenues</i>	1,110,000	1,110,000	2,683,891	1,573,891
OTHER FINANCING SOURCES (USES)				
Transfers out	(100,000)	(1,850,000)	(500,000)	1,350,000
NET CHANGE IN FUND BALANCE	1,010,000	(740,000)	2,183,891	2,923,891
FUND BALANCE, beginning of year	1,005,050	1,005,050	1,836,742	831,692
FUND BALANCE, end of year	<u>\$ 2,015,050</u>	<u>\$ 265,050</u>	<u>\$ 4,020,633</u>	<u>\$ 3,755,583</u>

CITY OF WOODBURN, OREGON**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL – STORM SDC FUND
YEAR ENDED JUNE 30, 2022**

	Budget Amounts		Actual	Variance
	Original	Final		
REVENUES				
Licenses and permits	\$ 30,000	\$ 30,000	\$ 313,280	\$ 283,280
Miscellaneous	8,000	8,000	1,572	(6,428)
<i>Total Revenues</i>	38,000	38,000	314,852	276,852
OTHER FINANCING SOURCES (USES)				
Transfers out	(150,000)	(150,000)	-	150,000
NET CHANGE IN FUND BALANCE	(112,000)	(112,000)	314,852	426,852
FUND BALANCE, beginning of year	814,730	814,730	779,018	(35,712)
FUND BALANCE, end of year	<u>\$ 702,730</u>	<u>\$ 702,730</u>	<u>\$ 1,093,870</u>	<u>\$ 391,140</u>

CITY OF WOODBURN, OREGON**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL – EQUIPMENT REPLACEMENT FUND
YEAR ENDED JUNE 30, 2022**

	Budget Amounts		Actual	Variance
	Original	Final		
REVENUES				
Miscellaneous	\$ 8,000	\$ 8,000	\$ 1,575	\$ (6,425)
EXPENDITURES				
Capital outlay	1,030,510	1,030,510	-	1,030,510
REVENUES OVER (UNDER) EXPENDITURES	(1,022,510)	(1,022,510)	1,575	1,024,085
OTHER FINANCING SOURCES (USES)				
Transfers in	150,000	150,000	150,000	-
NET CHANGE IN FUND BALANCE	(872,510)	(872,510)	151,575	1,024,085
FUND BALANCE, beginning of year	872,510	872,510	794,199	(78,311)
FUND BALANCE, end of year	\$ -	\$ -	\$ 945,774	\$ 945,774

CITY OF WOODBURN, OREGON**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL – GO DEBT SERVICE FUND
YEAR ENDED JUNE 30, 2022**

	<u><i>Original</i></u>	<u><i>Final</i></u>	<u><i>Actual</i></u>	<u><i>Variance</i></u>
REVENUES				
Taxes and assessments	\$ 581,000	\$ 581,000	\$ 594,304	\$ 13,304
Miscellaneous	2,000	2,000	1,185	(815)
<i>Total Revenues</i>	583,000	583,000	595,489	12,489
EXPENDITURES				
Debt service				
Principal	570,000	570,000	568,000	2,000
Interest	37,500	37,500	36,650	850
<i>Total Expenditures</i>	607,500	607,500	604,650	2,850
NET CHANGE IN FUND BALANCE	(24,500)	(24,500)	(9,161)	15,339
FUND BALANCE, beginning of year	24,500	24,500	23,929	(571)
FUND BALANCE, end of year	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 14,768</u>	<u>\$ 14,768</u>

CITY OF WOODBURN, OREGON**SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE – WATER OPERATIONS
COMBINING****YEAR ENDED JUNE 30, 2022**

	<i>Water</i>	<i>Water SDC</i>	<i>Water Capital Construction</i>	<i>Total Water Operations</i>
REVENUES				
Charges for services	\$ 4,707,562	\$ -	\$ -	\$ 4,707,562
Licenses and permits	-	1,457,155	-	1,457,155
Miscellaneous	72,702	-	-	72,702
Interest earnings	5,137	5,479	2,104	12,720
<i>Total Revenues</i>	4,785,401	1,462,634	2,104	6,250,139
EXPENDITURES				
Water	2,797,024	-	-	2,797,024
Debt service				
Principal	1,104,000	-	-	1,104,000
Interest	124,597	-	-	124,597
Capital outlay	-	-	180,676	180,676
<i>Total Expenses</i>	4,025,621	-	180,676	4,206,297
REVENUES OVER (UNDER) EXPENDITURES	759,780	1,462,634	(178,572)	2,043,842
OTHER FINANCING SOURCES (USES)				
Transfers out	(66,770)	-	-	(66,770)
Proceeds from sale of assets	18,400	-	-	18,400
<i>Total Other Financing Sources (Uses)</i>	(48,370)	-	-	-
NET CHANGE IN FUND BALANCE	711,410	1,462,634	(178,572)	1,995,472
FUND BALANCE, beginning of year	2,495,795	3,021,013	900,226	6,417,034
FUND BALANCE, end of year	\$ 3,207,205	\$ 4,483,647	\$ 721,654	8,412,506
RECONCILIATION TO NET POSITION- GAAP BASIS				
Capital assets, net				10,684,963
OPEB asset				22,118
Deferred outflows related to PERS				468,066
Deferred outflows related to OPEB				7,552
Deferred charges on refunding				495
Compensated absences				(42,368)
Accrued interest payable				(8,587)
Net pension liability				(577,053)
OPEB liability				(69,625)
Long-term debt				(3,686,000)
Deferred inflows related to PERS				(830,266)
Deferred inflows related to OPEB				(19,226)
NET POSITION - GAAP BASIS				\$ 14,362,575

CITY OF WOODBURN, OREGON**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE-
BUDGET AND ACTUAL - WATER FUND
YEAR ENDED JUNE 30, 2022**

	Budget Amounts			
	Original	Final	Actual	Variance
REVENUES				
Charges for services	\$ 4,381,180	\$ 4,381,180	\$ 4,707,562	\$ 326,382
Miscellaneous	58,470	58,470	72,702	14,232
Interest earnings	31,750	31,750	5,137	(26,613)
<i>Total Revenues</i>	4,471,400	4,471,400	4,785,401	314,001
EXPENDITURES				
Water	2,746,240	3,041,865	2,797,024	244,841
Debt service				
Principal	1,104,000	1,104,000	1,104,000	-
Interest	124,600	124,600	124,597	3
Contingency	791,180	520,555	-	520,555
<i>Total Expenditures</i>	4,766,020	4,791,020	4,025,621	765,399
REVENUES OVER (UNDER) EXPENDITURES	(294,620)	(319,620)	759,780	1,079,400
OTHER FINANCING SOURCES (USES)				
Transfers in	-	25,000	-	(25,000)
Transfers out	(453,080)	(453,080)	(66,770)	386,310
Proceeds from sale of assets	2,000	2,000	18,400	16,400
<i>Total Other Financing Sources (Uses)</i>	(451,080)	(426,080)	(48,370)	377,710
NET CHANGE IN FUND BALANCE	(745,700)	(745,700)	711,410	1,457,110
FUND BALANCE, beginning of year	2,054,000	2,054,000	2,495,795	441,795
FUND BALANCE, end of year	\$ 1,308,300	\$ 1,308,300	\$ 3,207,205	\$ 1,898,905

CITY OF WOODBURN, OREGON**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL - WATER SDC FUND
YEAR ENDED JUNE 30, 2022**

	Budget Amounts		Actual	Variance
	Original	Final		
REVENUES				
Licenses and permits	\$ 600,000	\$ 600,000	\$ 1,457,155	\$ 857,155
Interest earnings	20,000	20,000	5,479	(14,521)
<i>Total Revenues</i>	620,000	620,000	1,462,634	842,634
EXPENDITURES	-	-	-	-
REVENUES OVER (UNDER) EXPENDITURES	620,000	620,000	1,462,634	842,634
OTHER FINANCING SOURCES (USES)				
Transfers out	(2,500,000)	(2,500,000)	-	2,500,000
NET CHANGE IN FUND BALANCE	(1,880,000)	(1,880,000)	1,462,634	3,342,634
FUND BALANCE, beginning of year	2,526,560	2,526,560	3,021,013	494,453
FUND BALANCE, end of year	\$ 646,560	\$ 646,560	\$ 4,483,647	\$ 3,837,087

CITY OF WOODBURN, OREGON**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL – WATER CAPITAL CONSTRUCTION FUND
YEAR ENDED JUNE 30, 2022**

	<i>Budget Amounts</i>		<i>Actual</i>	<i>Variance</i>
	<i>Original</i>	<i>Final</i>		
<i>REVENUES</i>				
Interest earnings	\$ 20,000	\$ 20,000	\$ 2,104	\$ (17,896)
<i>EXPENDITURES</i>				
Water capital construction	4,581,800	4,581,800	180,676	4,401,124
<i>REVENUES OVER (UNDER) EXPENDITURES</i>	(4,561,800)	(4,561,800)	(178,572)	4,383,228
<i>OTHER FINANCING SOURCES (USES)</i>				
Transfers in	2,886,310	2,886,310	-	(2,886,310)
<i>NET CHANGE IN FUND BALANCE</i>	(1,675,490)	(1,675,490)	(178,572)	1,496,918
<i>FUND BALANCE, beginning of year</i>	1,675,490	1,675,490	900,226	(775,264)
<i>FUND BALANCE, end of year</i>	\$ -	\$ -	\$ 721,654	\$ 721,654

CITY OF WOODBURN, OREGON**SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE – SEWER OPERATIONS
COMBINING****YEAR ENDED JUNE 30, 2022**

	<i>Sewer</i>	<i>Sewer SDC</i>	<i>Sewer Capital Construction</i>	<i>Eliminations</i>	<i>Total Sewer Operations</i>
REVENUES					
Charges for services	\$ 9,383,489	\$ -	\$ -	\$ -	\$ 9,383,489
Licenses and permits	-	2,055,128	-	-	2,055,128
Miscellaneous	10,304	-	-	-	10,304
Interest earnings	15,340	4,962	-	-	20,302
<i>Total Revenues</i>	9,409,133	2,060,090	-	-	11,469,223
EXPENDITURES					
Sewer	4,219,544	-	-	-	4,219,544
Debt service					
Interest	266,113	-	-	-	266,113
Capital outlay	-	-	3,687,265	-	3,687,265
<i>Total Expenses</i>	4,485,657	-	3,687,265	-	8,172,922
REVENUES OVER (UNDER) EXPENDITURES	4,923,476	2,060,090	(3,687,265)	-	3,296,301
OTHER FINANCING SOURCES (USES)					
Transfers in	-	-	3,628,905	(3,628,905)	-
Transfers out	(2,304,055)	(1,489,430)	-	3,628,905	(164,580)
Proceeds from sale of assets	510	-	-	-	510
<i>Total Other Financing Sources (Uses)</i>	(2,303,545)	(1,489,430)	3,628,905	-	(164,070)
NET CHANGE IN FUND BALANCE	2,619,931	570,660	(58,360)	-	3,132,231
FUND BALANCE, beginning of year	11,206,993	2,828,971	1,251	-	14,037,215
FUND BALANCE (Deficit), end of year	\$ 13,826,924	\$ 3,399,631	\$ (57,109)	\$ -	17,169,446
RECONCILIATION TO NET POSITION- GAAP BASIS					
Capital assets, net					44,418,948
OPEB asset					29,656
Deferred outflows related to PERS					902,490
Deferred outflows related to OPEB					9,792
Compensated absences					(19,900)
Net pension liability					(1,158,267)
OPEB liability					(86,889)
Deferred inflows related to PERS					(1,048,959)
Deferred inflows related to OPEB					(26,241)
NET POSITION - GAAP BASIS					<u>\$ 60,190,076</u>

CITY OF WOODBURN, OREGON**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL - SEWER FUND
YEAR ENDED JUNE 30, 2022**

	Budget Amounts			
	Original	Final	Actual	Variance
REVENUES				
Charges for services	\$ 8,550,800	\$ 8,550,800	\$ 9,383,489	\$ 832,689
Miscellaneous	2,500	2,500	10,304	7,804
Interest earnings	75,000	75,000	15,340	(59,660)
<i>Total Revenues</i>	8,628,300	8,628,300	9,409,133	780,833
EXPENDITURES				
Sewer	4,678,900	4,699,525	4,219,544	479,981
Debt service				
Interest	-	-	266,113	(266,113) *
Contingency	1,239,710	1,219,085	-	1,219,085
<i>Total Expenditures</i>	5,918,610	5,918,610	4,485,657	1,432,953
REVENUES OVER (UNDER) EXPENDITURES	2,709,690	2,709,690	4,923,476	2,213,786
OTHER FINANCING SOURCES (USES)				
Transfers out	(7,879,070)	(7,879,070)	(2,304,055)	5,575,015
Proceeds from sale of assets	-	-	510	510
<i>Total Other Financing Sources (Uses)</i>	(7,879,070)	(7,879,070)	(2,303,545)	5,575,525
NET CHANGE IN FUND BALANCE	(5,169,380)	(5,169,380)	2,619,931	7,789,311
FUND BALANCE, beginning of year	8,003,380	8,003,380	11,206,993	3,203,613
FUND BALANCE, end of year	\$ 2,834,000	\$ 2,834,000	\$ 13,826,924	\$ 10,992,924

*Payment on interest related to defeasance is not an overexpenditure of appropriations.

CITY OF WOODBURN, OREGON**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -****BUDGET AND ACTUAL - SEWER SDC FUND****YEAR ENDED JUNE 30, 2022**

	Budget Amounts		Actual	Variance
	Original	Final		
REVENUES				
Licenses and permits	\$ 1,000,000	\$ 1,000,000	\$ 2,055,128	\$ 1,055,128
Interest earnings	20,000	20,000	4,962	(15,038)
<i>Total Revenues</i>	1,020,000	1,020,000	2,060,090	1,040,090
EXPENDITURES	-	-	-	-
REVENUES OVER (UNDER)				
EXPENDITURES	1,020,000	1,020,000	2,060,090	1,040,090
OTHER FINANCING SOURCES (USES)				
Transfers out	(3,715,510)	(3,715,510)	(1,489,430)	2,226,080
NET CHANGE IN FUND BALANCE	(2,695,510)	(2,695,510)	570,660	3,266,170
FUND BALANCE, beginning of year	2,695,510	2,695,510	\$ 2,828,971	133,461
FUND BALANCE, end of year	\$ -	\$ -	\$ 3,399,631	\$ 3,399,631

CITY OF WOODBURN, OREGON**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL – SEWER CAPITAL CONSTRUCTION FUND
YEAR ENDED JUNE 30, 2022**

	Budget Amounts		Actual	Variance
	Original	Final		
REVENUES	\$ -	\$ -	\$ -	\$ -
EXPENDITURES				
Sewer capital construction				
Capital outlay	11,518,000	11,518,000	3,687,265	7,830,735
REVENUES OVER (UNDER) EXPENDITURES	(11,518,000)	(11,518,000)	(3,687,265)	7,830,735
OTHER FINANCING SOURCES (USES)				
Transfers in	11,430,000	11,430,000	3,628,905	(7,801,095)
NET CHANGE IN FUND BALANCE	(88,000)	(88,000)	(58,360)	29,640
FUND BALANCE, beginning of year	88,000	88,000	1,251	(86,749)
FUND BALANCE (Deficit), end of year	\$ -	\$ -	\$ (57,109)	\$ (57,109)

CITY OF WOODBURN, OREGON**COMBINING STATEMENT OF FUND NET POSITION - INTERNAL SERVICE FUNDS**

JUNE 30, 2022

	<i>Information Technology</i>	<i>Insurance</i>	<i>Total</i>
ASSETS			
Current Assets			
Cash and investments	\$ 446,710	\$ 850,273	\$ 1,296,983
Accounts receivable	67,793	-	67,793
<i>Total Current Assets</i>	514,503	850,273	1,364,776
Noncurrent Assets			
OPEB Asset	5,938	1,055	6,993
<i>Total Assets</i>	520,441	851,328	1,371,769
DEFERRED OUTFLOWS			
Deferred outflows related to PERS	230,048	30,230	260,278
Deferred outflows related to OPEB	2,282	268	2,550
	232,330	30,498	262,828
LIABILITIES			
Current Liabilities			
Accounts payable	6,641	-	6,641
Accrued compensated absences	15,839	-	15,839
<i>Total Current Liabilities</i>	22,480	-	22,480
Noncurrent Liabilities			
Accrued compensated absences	23,759	-	23,759
Net pension liability	331,240	32,240	363,480
OPEB liability	19,632	2,694	22,326
<i>Total Noncurrent Liabilities</i>	374,631	34,934	409,565
<i>Total Liabilities</i>	397,111	34,934	432,045
DEFERRED INFLOWS			
Deferred inflows related to PERS	215,477	38,467	253,944
Deferred inflows related to OPEB	5,281	805	6,086
	220,758	39,272	260,030
NET POSITION			
Unrestricted	\$ 134,902	\$ 807,620	\$ 942,522

CITY OF WOODBURN, OREGON**COMBINING STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET POSITION -
INTERNAL SERVICE FUNDS
YEAR ENDED JUNE 30, 2022**

	<i>Information Technology</i>	<i>Insurance</i>	<i>Total</i>
<i>OPERATING REVENUES</i>			
Charges for services	\$ 1,234,878	\$ 726,000	\$ 1,960,878
Miscellaneous	1,814	669	2,483
<i>Total Operating Revenues</i>	1,236,692	726,669	1,963,361
<i>OPERATING EXPENSES</i>			
Personal services	426,848	67,977	494,825
Materials and services	647,165	606,628	1,253,793
<i>Total Expenses</i>	1,074,013	674,605	1,748,618
<i>OPERATING INCOME</i>	162,679	52,064	214,743
<i>NONOPERATING REVENUES (EXPENSES)</i>			
Investment revenue	273	(57)	216
<i>NET INCOME BEFORE CONTRIBUTIONS AND TRANSFERS</i>	162,952	52,007	214,959
Transfers out	(5,590)	(700)	(6,290)
Non-cash transfers out	(53,487)	-	(53,487)
<i>CHANGE IN NET POSITION</i>	103,875	51,307	155,182
<i>NET POSITION, beginning of year</i>	31,027	756,313	787,340
<i>NET POSITION, end of year</i>	\$ 134,902	\$ 807,620	\$ 942,522

CITY OF WOODBURN, OREGON**COMBINING STATEMENT OF CASH FLOWS - INTERNAL SERVICE FUNDS****YEAR ENDED JUNE 30, 2022**

	<i>Information Technology</i>	<i>Insurance</i>	<i>Totals</i>
<i>CASH FLOWS FROM OPERATING ACTIVITIES</i>			
Collected from customers	\$ 1,196,609	\$ 785,771	\$ 1,982,380
Paid to suppliers	(692,250)	(611,730)	(1,303,980)
Paid to employees	(434,074)	(69,876)	(503,950)
<i>Net Cash Provided by Operating Activities</i>	70,285	104,165	174,450
<i>CASH FLOWS FROM NON-CAPITAL FINANCING ACTIVITIES</i>			
Received from (paid to) other funds	(14,346)	(2,625)	(16,971)
Transfers out	(5,590)	(700)	(6,290)
<i>Net Cash Used in Non-Capital Financing Activities</i>	(19,936)	(3,325)	(23,261)
<i>CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES</i>			
Acquisition of capital assets	(53,487)	-	(53,487)
<i>CASH FLOWS FROM INVESTING ACTIVITIES</i>			
Interest on investments	273	(57)	216
<i>Increase in Cash and Investments</i>	(2,865)	100,783	97,918
<i>CASH AND INVESTMENTS, Beginning of year</i>	449,575	749,490	1,199,065
<i>CASH AND INVESTMENTS, End of year</i>	<u>\$ 446,710</u>	<u>\$ 850,273</u>	<u>\$ 1,296,983</u>

CITY OF WOODBURN, OREGON**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL
- INFORMATION TECHNOLOGY FUND
YEAR ENDED JUNE 30, 2022**

	Budget Amounts			
	Original	Final	Actual	Variance
REVENUES				
Charges for services	\$ 1,224,150	\$ 1,224,150	\$ 1,234,878	\$ 10,728
Miscellaneous	5,000	5,000	1,814	(3,186)
Interest earnings	5,600	5,600	273	(5,327)
<i>Total Revenues</i>	1,234,750	1,234,750	1,236,965	2,215
EXPENDITURES				
Information technology	1,243,790	1,243,790	1,134,726	109,064
Contingency	260,870	260,870	-	260,870
<i>Total Expenditures</i>	1,504,660	1,504,660	1,134,726	369,934
OTHER FINANCING SOURCES (USES)				
Transfers out	(5,590)	(5,590)	(5,590)	-
NET CHANGE IN FUND BALANCE	(275,500)	(275,500)	96,649	372,149
FUND BALANCE, beginning of year	385,500	385,500	411,214	25,714
FUND BALANCE, end of year	\$ 110,000	\$ 110,000	507,863	\$ 397,863
RECONCILIATION TO NET POSITION - GAAP BASIS				
OPEB asset			5,937	
Deferred outflows related to PERS			230,048	
Deferred outflows related to OPEB			2,282	
Accrued compensated absences			(39,598)	
Net pension liability			(331,240)	
OPEB liability			(19,632)	
Deferred inflows related to PERS			(215,477)	
Deferred inflows related to OPEB			(5,281)	
NET POSITION, GAAP BASIS			\$ 134,902	

CITY OF WOODBURN, OREGON**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL
- INSURANCE FUND
YEAR ENDED JUNE 30, 2022**

	Budget Amounts			
	Original	Final	Actual	Variance
REVENUES				
Charges for services	\$ 726,000	\$ 726,000	\$ 726,000	\$ -
Miscellaneous	4,490	4,490	669	(3,821)
Interest earnings	6,000	6,000	(57)	(6,057)
<i>Total Revenues</i>	<u>736,490</u>	<u>736,490</u>	<u>726,612</u>	<u>(9,878)</u>
EXPENDITURES				
Insurance	846,220	846,220	676,504	169,716
Contingency	477,530	477,530	-	477,530
<i>Total Expenditures</i>	<u>1,323,750</u>	<u>1,323,750</u>	<u>676,504</u>	<u>647,246</u>
REVENUES OVER (UNDER) EXPENDITURES	(587,260)	(587,260)	50,108	637,368
OTHER FINANCING SOURCES (USES)				
Transfers out	(700)	(700)	(700)	-
NET CHANGE IN FUND BALANCE	(587,960)	(587,960)	49,408	637,368
FUND BALANCE, beginning of year	<u>587,960</u>	<u>587,960</u>	<u>800,865</u>	<u>212,905</u>
FUND BALANCE, end of year	<u>\$ -</u>	<u>\$ -</u>	<u>850,273</u>	<u>\$ 850,273</u>
RECONCILIATION TO NET POSITION - GAAP BASIS				
OPEB asset			1,056	
Deferred outflows related to PERS			30,230	
Deferred outflows related to OPEB			267	
Net pension liability			(32,240)	
OPEB liability			(2,694)	
Deferred inflows related to PERS			(38,467)	
Deferred inflows related to OPEB			(805)	
NET POSITION, GAAP BASIS			<u>\$ 807,620</u>	

STATISTICAL SECTION

STATISTICAL SECTION

This part of the City of Woodburn's comprehensive annual financial report presents detailed information as a context for understanding the information in the financial statements, note disclosures, required supplementary information, and other supplementary information says about the City's overall financial health.

CONTENTS

Financial Trends

These schedules contain trend information to help the reader understand how the City's financial performance and well-being have changed over time.

Revenue Capacity

These schedules contain information to help the reader assess the city's most significant local revenue source, the property tax.

Debt Capacity

These schedules present information to help the reader assess the affordability of the City's current level of outstanding debt and the city's ability to issue additional debt in the future.

Demographic and Economic Information

These schedules offer demographic and economic indicators to help the reader understand the environment within which the City's financial activities take place.

Operating Information

These schedules contain service and infrastructure data to help the reader understand how the City's financial report relates to the services the City provides and the activities it performs.

SOURCES: Unless otherwise noted, the information in these schedules is derived from the annual financial reports for the relevant year.

FINANCIAL TRENDS

CITY OF WOODBURN, OREGON
NET POSITION BY COMPONENT
LAST TEN FISCAL YEARS
(accrual basis of accounting)

	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
Governmental activities										
Net investment in capital assets	\$ 54,361,481	\$ 55,195,632	\$ 59,266,063	\$ 58,326,049	\$ 57,813,459	\$ 57,789,283	\$ 58,807,325	\$ 64,447,990	\$ 66,566,868	\$ 70,723,048
Restricted	10,395,999	11,523,032	8,929,025	9,815,650	10,660,016	11,651,202	13,987,334	12,238,720	16,222,715	27,828,278
Unrestricted	6,938,395	6,224,832	4,583,134	923,456	766,265	1,979,126	2,085,955	3,127,228	2,749,034	10,813,820
Total governmental activities net position	\$ 71,695,875	\$ 72,943,496	\$ 72,778,222	\$ 69,065,155	\$ 69,239,740	\$ 71,419,611	\$ 74,880,614	\$ 79,813,938	\$ 85,538,617	\$ 109,365,146
Business-type activities										
Net investment in capital assets	\$ 31,886,659	\$ 19,913,747	\$ 21,979,780	\$ 23,737,493	\$ 37,312,451	\$ 42,991,874	\$ 43,073,472	\$ 46,922,723	\$ 48,842,505	\$ 51,418,406
Restricted for: Construction	3,165,303	18,737,342	16,841,111	16,735,267	16,635,580	17,004,861	17,081,733	17,249,531	6,751,461	8,547,823
Unrestricted	7,204,526	4,666,744	7,163,564	6,909,942	(4,020,472)	(6,694,060)	(3,417,951)	(3,690,855)	11,167,278	14,586,422
Total business-type activities net position	\$ 42,256,488	\$ 43,317,833	\$ 45,984,455	\$ 47,382,702	\$ 49,927,559	\$ 53,302,675	\$ 56,737,254	\$ 60,481,399	\$ 66,761,244	\$ 74,552,651
Primary government										
Net investment in capital assets	\$ 86,248,140	\$ 75,109,379	\$ 81,245,843	\$ 82,063,542	\$ 95,125,910	\$ 100,781,157	\$ 101,880,797	\$ 111,370,713	\$ 115,409,373	\$ 122,141,454
Restricted	13,561,302	30,260,374	25,770,136	26,550,917	27,295,596	28,656,063	31,069,067	29,488,251	22,974,176	36,376,101
Unrestricted	14,142,921	10,891,576	11,746,698	7,833,398	(3,254,207)	(4,714,934)	(1,331,996)	(563,627)	13,916,312	25,400,242
Total primary government net position	\$ 113,952,363	\$ 116,261,329	\$ 118,762,677	\$ 116,447,857	\$ 119,167,299	\$ 124,722,286	\$ 131,617,868	\$ 140,295,337	\$ 152,299,861	\$ 183,917,797

CITY OF WOODBURN, OREGON
CHANGES IN NET POSITION
LAST TEN FISCAL YEARS
(accrual basis of accounting)

Expenses	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
Governmental activities:										
General government	\$ 2,411,067	\$ 2,646,552	\$ 3,058,648	\$ 5,114,971	\$ 2,676,477	\$ 2,740,778	\$ 1,162,602	\$ 4,673,660	\$ 2,547,469	\$ 3,737,926
Public safety	6,389,207	6,608,391	5,662,660	9,231,388	7,805,948	7,573,873	7,687,490	6,982,033	8,934,202	8,021,074
Highways and streets	2,663,020	2,273,271	1,976,022	2,691,040	2,426,489	2,551,662	2,787,782	2,113,284	2,525,497	2,419,718
Culture and recreation	3,270,803	3,530,783	2,784,248	3,481,264	2,980,178	2,799,066	4,226,653	4,139,885	3,753,726	6,670,443
Economic development	-	-	-	-	829,477	1,139,732	2,023,962	2,025,642	3,021,707	6,907,549
Interest on long-term debt	248,109	226,504	204,905	183,342	169,933	108,133	76,949	59,907	46,781	35,369
Total governmental activities expenses	14,982,206	15,285,501	13,686,483	20,702,005	16,888,502	16,913,244	17,965,438	19,994,411	20,829,382	27,792,079
Business-type activities:										
Water	2,882,056	2,792,818	2,478,694	3,303,526	2,885,827	3,117,740	3,012,632	2,679,610	3,316,914	3,291,960
Sewer	5,713,504	6,711,162	5,302,994	6,728,773	5,629,532	5,643,125	5,649,231	5,767,483	4,856,593	6,061,286
Total business-type activities expenses	8,595,560	9,503,980	7,781,688	10,032,299	8,515,359	8,760,865	8,661,863	8,447,093	8,173,507	9,353,246
Total primary government expenses	\$ 23,577,766	\$ 24,789,481	\$ 21,468,171	\$ 30,734,304	\$ 25,403,861	\$ 25,674,109	\$ 26,627,301	\$ 28,441,504	\$ 29,002,889	\$ 37,145,325
Program Revenues										
Governmental activities:										
Charges for services:										
General government	\$ 733,090	\$ 682,238	\$ 649,703	\$ 978,244	\$ 660,502	\$ 1,263,142	\$ 91,987	\$ 243,805	\$ 291,774	\$ 4,512,831
Public safety	715,743	627,424	716,467	93,443	113,331	120,152	272,432	243,369	137,642	154,239
Highways and streets	106,604	274,205	6,188	22,519	1,104	7,533	945	2,275	50,622	279,051
Culture and recreation	574,513	517,400	571,921	705,415	565,889	557,725	774,081	573,205	166,835	409,130
Economic development	-	-	-	-	457,432	403,044	1,307,278	1,579,828	2,349,952	12,125,795
Operating grants and contributions	1,948,383	1,915,475	1,993,925	1,962,709	2,052,681	2,156,971	2,582,883	4,346,664	2,682,578	2,935,200
Capital grants and contributions	840,242	885,093	1,286,163	350,449	266,679	502,857	934,723	2,506,331	5,372,006	11,819,278
Total governmental activities program revenues	4,918,575	4,901,835	5,224,367	4,112,779	4,117,618	5,011,424	5,964,329	9,495,477	11,051,409	32,235,524
Business-type activities:										
Charges for services:										
Water	3,236,888	3,166,878	3,277,605	3,415,661	3,293,342	3,399,943	3,804,029	3,990,442	4,330,970	4,707,562
Sewer	6,548,215	7,479,643	7,981,658	8,169,544	8,091,754	8,141,127	8,059,526	8,122,190	8,413,214	9,383,489
Capital grants and contributions	290,930	446,971	310,272	307,152	114,664	438,189	376,165	425,801	2,239,137	3,512,282
Total business-type activities program revenues	10,076,033	11,093,492	11,569,535	11,892,357	11,499,760	11,979,259	12,239,720	12,538,433	14,983,321	17,603,333
Total primary government program revenues	\$ 14,994,608	\$ 15,995,327	\$ 16,793,902	\$ 16,005,136	\$ 15,617,378	\$ 16,990,683	\$ 18,204,049	\$ 22,033,910	\$ 26,034,730	\$ 49,838,857

CITY OF WOODBURN, OREGON
CHANGES IN NET POSITION (Continued)
LAST TEN FISCAL YEARS
(accrual basis of accounting)

	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
Net(expense)/revenue										
Governmental activities	\$ (10,063,631)	\$ (10,383,666)	\$ (8,462,116)	\$ (16,589,226)	\$ (12,770,884)	\$ (12,151,820)	\$ (12,001,109)	\$ (10,498,934)	\$ (9,777,973)	\$ 4,443,445
Business-type activities	1,480,473	1,589,512	3,787,847	1,860,058	2,984,401	3,218,394	3,577,857	4,091,340	6,809,814	8,250,087
Total primary government net expense	\$ (8,583,158)	\$ (8,794,154)	\$ (4,674,269)	\$ (14,729,168)	\$ (9,786,483)	\$ (8,933,426)	\$ (8,423,252)	\$ (6,407,594)	\$ (2,968,159)	\$ 12,693,532
General Revenues and Other Changes in Net Position										
Governmental activities:										
Property taxes	\$ 8,180,539	\$ 8,234,481	\$ 8,836,939	\$ 9,156,725	\$ 9,724,889	\$ 10,301,565	\$ 10,467,041	\$ 10,908,076	\$ 11,169,801	\$ 11,789,537
Franchise taxes	1,932,484	1,500,730	1,539,926	1,511,125	1,543,317	1,540,440	1,537,523	1,528,351	1,676,564	2,594,751
Other taxes	-	454,363	437,339	550,346	547,220	712,127	595,650	491,023	596,829	622,953
Unrestricted investment earnings	122,672	96,347	99,620	105,901	200,736	354,201	632,056	517,897	211,337	60,655
Intergovernmental	660,547	633,530	655,575	649,350	702,990	728,991	831,319	903,481	975,321	3,789,280
Miscellaneous	170,119	117,872	28,620	163,827	101,908	304,920	120,782	32,117	117,092	286,900
Gain on sale of capital assets		(69,877)	-	49,948	13,241	25,148	298,208	11,060	10,241	14,868
Transfers in (out)	333,578	663,841	680,212	688,937	650,141	364,299	979,533	1,040,253	745,467	231,350
Total governmental activities	11,399,939	11,631,287	12,278,231	12,876,159	13,484,442	14,331,691	15,462,112	15,432,258	15,502,652	19,390,294
Business-type activities:										
Unrestricted investment earnings	109,942	125,139	122,988	159,067	283,101	454,022	713,164	622,056	154,209	33,022
Miscellaneous	66,445	302,251	67,461	68,059	86,136	56,386	60,171	71,002	61,289	83,006
Gain on sale of capital assets	1,300	-	-	-	3,505	10,613	62,922	-	-	18,910
Transfers in (out)	(333,578)	(663,841)	(680,212)	(688,937)	(650,141)	(364,299)	(979,533)	(1,040,253)	(745,467)	(231,350)
Total business-type activities	(155,891)	(236,451)	(489,763)	(461,811)	(277,399)	156,722	(143,276)	(347,195)	(529,969)	(96,412)
Total primary government	\$ 11,244,048	\$ 11,394,836	\$ 11,788,468	\$ 12,414,348	\$ 13,207,043	\$ 14,488,413	\$ 15,318,836	\$ 15,085,063	\$ 14,972,683	\$ 19,293,882
Change in Net Position										
Governmental activities	\$ 1,336,308	\$ 1,247,621	\$ 3,816,115	\$ (3,713,067)	\$ 713,558	\$ 2,179,871	\$ 3,461,003	\$ 4,933,324	\$ 5,724,679	\$ 23,833,739
Business-type activities	1,324,582	1,353,061	3,298,084	1,398,247	2,707,002	3,375,116	3,434,581	3,744,145	6,279,845	8,153,675
Total primary government	\$ 2,660,890	\$ 2,600,682	\$ 7,114,199	\$ (2,314,820)	\$ 3,420,560	\$ 5,554,987	\$ 6,895,584	\$ 8,677,469	\$ 12,004,524	\$ 31,987,414

CITY OF WOODBURN, OREGON
FUND BALANCE OF GOVERNMENTAL FUNDS
LAST TEN FISCAL YEARS
(accrual basis of accounting)

	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
General fund										
Nonspendable	\$ 1,470	\$ 740	\$ 1,467	\$ 936	\$ 3,064	\$ 18,230	\$ 31,972	\$ 23,390	\$ 24,888	\$ 22,319
Committed	-	-	-	-	-	-	1,678,280	-	-	183,120
Unassigned	3,280,970	3,577,032	4,159,081	4,889,982	6,249,717	7,472,054	6,246,115	6,812,532	8,521,253	11,611,678
Total general fund	\$ 3,282,440	\$ 3,577,772	\$ 4,160,548	\$ 4,890,918	\$ 6,252,781	\$ 7,490,284	\$ 7,956,367	\$ 6,835,922	\$ 8,546,141	\$ 11,817,117
All other governmental funds										
Nonspendable	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,300	\$ 3,300	\$ 3,300
Restricted	10,206,079	11,348,721	8,092,696	9,091,956	9,984,428	11,013,955	13,387,817	12,493,682	15,719,615	27,338,441
Committed	2,685,427	2,435,919	1,347,789	1,414,631	1,540,863	1,787,763	1,904,955	1,934,257	2,290,851	7,465,349
Total other governmental funds	\$ 12,891,506	\$ 13,784,640	\$ 9,427,247	\$ 10,503,769	\$ 11,525,291	\$ 12,801,718	\$ 15,292,772	\$ 14,431,239	\$ 18,013,766	\$ 34,807,090

CITY OF WOODBURN, OREGON
CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS
LAST TEN FISCAL YEARS
(accrual basis of accounting)

	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
Revenues										
Taxes and assessments	\$ 8,626,652	\$ 8,786,364	\$ 9,329,720	\$ 9,748,024	\$ 10,325,164	\$ 10,780,981	\$ 11,282,658	\$ 11,384,659	\$ 11,774,892	\$ 12,421,675
Licenses and permits	2,479,695	2,954,980	3,124,804	2,748,872	2,509,315	3,198,381	3,667,362	3,896,131	5,673,817	21,600,302
Charges for services	1,008,368	901,197	1,351,102	1,364,684	1,260,038	1,153,372	1,422,284	930,786	477,163	1,556,238
Intergovernmental	2,954,951	2,674,698	3,371,886	2,733,371	2,930,985	3,178,254	3,513,833	6,420,257	7,312,012	8,406,007
Fines & forfeitures	589,574	571,831	673,377	426,867	420,305	395,164	343,790	352,400	667,444	2,507,611
Miscellaneous	316,536	540,782	454,140	683,371	562,957	784,799	1,193,261	1,306,767	822,465	965,400
Total revenues	15,975,776	16,429,852	18,305,029	17,705,189	18,008,764	19,490,951	21,423,188	24,291,000	26,727,793	47,457,233
Expenditures										
Current										
General government	1,536,687	1,641,493	3,164,615	3,790,736	3,257,197	3,447,310	1,361,472	4,397,582	2,317,327	2,080,966
Public safety	6,328,417	6,569,367	6,794,410	6,598,236	6,861,768	6,813,292	7,206,649	2,075,418	3,186,762	8,331,476
Highways and streets	990,756	1,003,547	2,005,328	1,777,030	1,529,569	1,808,443	1,994,020	7,574,867	7,708,918	1,647,546
Culture and recreation	3,589,437	3,845,430	4,280,701	2,874,788	2,997,742	3,063,827	3,883,640	1,654,523	1,499,613	3,762,378
Economic development	-	-	-	-	-	-	1,965,382	4,028,407	3,090,165	1,458,569
Capital outlay	1,415,390	1,379,516	5,073,930	277,571	473,208	1,309,506	6,578,234	5,540,458	2,347,640	3,893,361
Debt service										
Principal	526,296	560,172	584,429	436,479	400,399	456,675	516,000	1,303,000	1,348,000	6,999,864
Interest	249,237	228,861	206,832	185,327	169,937	117,094	70,208	174,881	148,437	108,074
Total expenditures	14,636,220	15,228,386	22,110,245	15,940,167	15,689,820	17,016,147	23,575,605	26,749,136	21,646,862	28,282,234
Excess of revenues over (under) expenditures	1,339,556	1,201,466	(3,805,216)	1,765,022	2,318,944	2,474,804	(2,152,417)	(2,458,136)	5,080,931	19,174,999
Other financing sources (uses)										
Proceeds from sale of capital assets	-	-	-	-	19,861	35,415	308,894	22,179	21,815	265,326
Proceeds from issuance of debt	-	-	-	-	-	-	4,600,000	-	-	-
Inception of lease	-	-	-	-	-	-	-	-	-	386,335
Refunding bonds issued	-	-	-	-	-	3,749,000	-	-	-	-
Payment to refunded bond escrow agent	-	-	-	-	-	(3,699,114)	-	-	-	-
Transfers in	1,279,532	1,430,985	853,858	294,248	419,236	829,268	2,658,488	2,943,348	390,000	2,146,350
Transfers out	(1,180,842)	(1,443,985)	(823,259)	(252,378)	(374,656)	(875,443)	(2,457,828)	(2,489,369)	(200,000)	(1,908,710)
Total other financing sources (uses)	98,690	(13,000)	30,599	41,870	64,441	39,126	5,109,554	476,158	211,815	889,301
Net change in fund balances	1,438,246	1,188,466	(3,774,617)	1,806,892	2,383,385	2,513,930	2,957,137	(1,981,978)	5,292,746	20,064,300
Fund balances at beginning of year	14,735,700	16,173,946	17,362,412	13,587,795	15,394,687	17,778,072	20,292,002	23,249,139	21,267,161	26,559,907
Fund balances at end of year	\$ 16,173,946	\$ 17,362,412	\$ 13,587,795	\$ 15,394,687	\$ 17,778,072	\$ 20,292,002	\$ 23,249,139	\$ 21,267,161	\$ 26,559,907	\$ 46,624,207

REVENUE CAPACITY

CITY OF WOODBURN, OREGON
MARKET AND ASSESSED VALUE OF TAXABLE PROPERTY
LAST TEN FISCAL YEARS

Fiscal Year Ended June 30,	Residential Property (AV)	Farm Property (AV)	Commercial Property (AV)	Industrial Property (AV)	Personal Property (AV)
2013	\$ 703,075,530	\$ 857,650	\$ 313,388,630	\$ 190,486,580	\$ 48,092,497
2014	702,053,360	868,480	374,295,240	143,111,800	49,539,001
2015	779,859,386	476,270	376,129,580	148,705,150	53,477,977
2016	830,915,110	878,310	387,086,020	149,051,530	56,599,979
2017	868,154,380	883,320	404,525,450	159,818,080	57,908,292
2018	902,999,410	689,300	415,565,670	148,807,610	62,107,308
2019	932,416,020	942,330	432,522,080	149,454,580	63,865,513
2020	973,117,650	1,842,700	451,512,140	151,172,270	69,785,848
2021	1,008,494,619	1,001,800	461,377,890	151,870,950	69,785,848
2022	1,062,850,539	2,446,550	478,159,800	157,218,590	74,332,770

Source: Marion County Assessor's Office (Schedule 5)

CITY OF WOODBURN, OREGON**MARKET AND ASSESSED VALUE OF TAXABLE PROPERTY (continued)****LAST TEN FISCAL YEARS**

Utility Property (AV)	Total Measure 50 Assessed Value	Total Direct Tax Rate/ Thousand	Measure 5 Taxable RMV	Real Market Value	Assessed Value as a Percentage of Actual Value
\$ 35,977,800	\$ 1,291,878,687	\$ 6.0534	\$ 1,512,407,943	\$ 1,756,070,733	73.566%
34,316,630	1,304,184,511	6.0534	1,503,013,174	1,751,863,757	74.446%
38,981,380	1,397,629,743	6.0534	1,652,955,312	1,925,612,145	72.581%
31,207,820	1,455,738,769	6.0534	1,778,119,364	2,056,463,271	70.788%
33,592,820	1,524,882,342	6.0534	1,920,324,583	2,207,659,188	69.072%
42,113,077	1,572,282,375	6.0534	2,136,350,540	2,429,890,960	64.706%
52,194,300	1,631,394,823	6.0534	2,347,935,303	2,669,251,668	61.118%
53,712,000	1,701,142,608	6.0534	2,582,277,844	2,921,850,774	58.221%
51,814,596	1,744,345,703	6.0534	2,669,427,103	3,026,488,916	57.636%
50,310,300	1,825,318,549	6.0534	3,229,605,701	3,231,252,761	56.490%

CITY OF WOODBURN, OREGON
DIRECT AND OVERLAPPING GOVERNMENTS
LAST TEN FISCAL YEARS

<i>Fiscal Year Ended June 30</i>	<i>City of Woodburn (includes URA)</i>	<i>Marion County</i>	<i>Marion Soil & Water</i>	<i>Marion County Extension and 4-H</i>	<i>Woodburn Fire District</i>	<i>Woodburn School District</i>	<i>Willamette Regional ESD</i>	<i>Chemeketa Community College</i>	<i>Chemeketa Regional Library</i>	<i>Total</i>
2013	\$ 6.84	\$ 2.94	\$ 0.05	\$ -	\$ 1.69	\$ 6.83	\$ 0.29	\$ 0.88	\$ 0.08	\$ 19.59
2014	6.81	2.95	0.05	-	1.72	6.81	0.29	0.84	0.08	19.54
2015	6.73	2.95	0.05	-	1.73	6.34	0.29	0.88	0.08	19.04
2016	6.66	2.95	0.05	0.05	1.81	6.66	0.29	0.90	0.08	19.45
2017	6.66	2.95	0.05	0.05	1.75	6.76	0.29	0.89	0.08	19.46
2018	6.69	2.94	0.05	0.05	1.71	6.79	0.29	0.88	0.08	19.48
2019	6.71	2.94	0.04	0.05	1.73	6.77	0.29	0.88	0.08	19.48
2020	6.68	2.94	0.05	0.05	2.09	6.84	0.29	0.87	0.08	19.88
2021	6.68	2.94	0.05	0.05	2.07	6.87	0.29	0.88	0.08	19.90
2022	6.68	2.94	0.05	0.05	2.07	6.87	0.29	0.88	0.08	19.90

Source: Marion County Assessor's Office

Tax rates expressed in dollars and cents per \$1,000 of assessed value of taxable property

CITY OF WOODBURN, OREGON
PRINCIPAL PROPERTY TAXPAYERS
CURRENT YEAR AND NINE YEARS AGO

<i>Taxpayer</i>	<i>2022</i>			<i>2013</i>		
	<i>Taxable Assessed</i>	<i>Rank</i>	<i>Percentage of Total Taxable Assessed Value</i>	<i>Taxable Assessed Value</i>	<i>Rank</i>	<i>Percentage of Total Taxable Assessed Value</i>
	<i>Value</i>					
WinCo Foods LLC	\$ 85,981,750	1	4.71%	\$ 68,371,102	1	5.29%
Woodburn Premium Outlets LLC	74,492,820	2	4.08%	56,980,260	2	4.41%
Food Services of America Inc	33,888,320	3	1.86%	28,893,840	3	2.24%
Hardware Wholesalers Inc	18,108,150	4	0.99%	15,164,380	5	1.17%
Wal-Mart Real Estate Business TR	18,147,520	5	0.99%	14,734,760	4	1.14%
Portland General Electric Co	17,530,000	6	0.96%	12,345,400	7	0.96%
Cascade Meadow LLC	15,597,770	7	0.85%	11,954,420	6	0.93%
Northwest Natural Gas Co	16,842,000	8	0.92%	9,813,000	10	0.76%
Crown 2 Development LLC	13,945,070	9	0.76%	10,687,770	8	0.83%
Pacific Realty Associates LP	11,285,289	10	0.62%			
Mid-Valley Plaza LLC				10,144,650	9	0.79%
Subtotal	305,818,689		16.75%	239,089,582		18.51%
All Other	1,519,499,860		83.25%	1,052,789,105		81.48%
Totals	\$ 1,825,318,549		100.0%	\$ 1,291,878,687		100.0%

Source: Marion County Assessor's Office

CITY OF WOODBURN, OREGON
PROPERTY TAX LEVIES AND COLLECTIONS
LAST TEN FISCAL YEARS

<i>Fiscal Year Ended June 30</i>	<i>Taxes Levied by Assessor</i>	<i>Collected within the Fiscal Year of the Levy</i>		<i>Delinquent Taxes Collected</i>	<i>Total Collections to Date</i>	
		<i>Tax Collections</i>	<i>Percent of Levy</i>		<i>Total Tax Collections</i>	<i>Percent of Tax Levy</i>
2013	\$ 8,369,810	\$ 7,835,630	93.62%	\$ 308,748	\$ 8,144,378	97.31%
2014	8,410,177	7,924,202	94.22%	320,006	8,244,208	98.03%
2015	9,054,234	8,553,359	94.47%	292,387	8,845,746	97.70%
2016	9,421,624	8,943,387	94.92%	261,483	9,204,870	97.70%
2017	9,958,340	9,456,995	94.97%	263,301	9,720,296	97.61%
2018	10,323,495	9,832,811	95.25%	244,676	10,077,487	97.62%
2019	10,757,144	10,243,398	95.22%	469,484	10,712,882	99.59%
2020	11,214,218	10,624,844	94.74%	263,478	10,888,322	97.09%
2021	11,474,255	10,946,941	95.40%	354,624	11,301,565	98.49%
2022	12,064,723	11,503,030	95.34%	350,825	11,853,855	98.25%

Source: Marion County Assessor's Office and City Records

DEBT CAPACITY

CITY OF WOODBURN, OREGON
RATIOS OF OUTSTANDING DEBT BY TYPE
LAST TEN FISCAL YEARS

<i>Fiscal Year</i>	<i>Governmental Activities</i>		<i>Business-Type Activities</i>			<i>Total Outstanding Debt</i>	<i>Percentage of Personal Income (1)</i>	<i>Population (2)</i>	<i>Debt Per Capita</i>
	<i>Full Faith & Credit Bonds</i>	<i>Loans</i>	<i>Bonds</i>	<i>Loans</i>	<i>Bond Premiums</i>				
2013	\$ 5,065,000	\$ 642,154	\$ 37,674,655	\$ 5,559,833	\$ 2,624,932	\$ 51,566,574	13.17%	24,090	2,141
2014	4,745,000	401,982	35,126,768	5,194,240	2,555,855	48,023,845	11.74%	24,330	1,974
2015	4,410,000	152,553	32,082,220	4,813,265	2,210,469	43,668,507	10.30%	24,455	1,786
2016	4,060,000	66,074	29,302,005	4,416,251	2,072,315	39,916,645	9.37%	24,670	1,618
2017	3,690,000	35,675	26,384,767	4,002,523	1,934,160	36,047,125	8.28%	24,795	1,454
2018	3,328,000	-	22,893,978	3,571,377	1,796,006	31,589,361	6.79%	24,685	1,280
2019	2,812,000	4,600,000	22,158,072	-	1,657,852	31,227,924	6.72%	24,760	1,265
2020	2,301,000	3,808,000	18,786,241	-	1,519,698	26,414,939	5.68%	25,135	1,070
2021	1,762,000	2,999,000	4,790,100	-	-	9,551,100	2.05%	26,250	386
2022	1,194,000	2,109,000	3,686,000	-	-	6,989,000	1.34%	26,468	278

(1) Personal income is disclosed on pg 110

(2) Source: Portland State University Population Research Center

CITY OF WOODBURN, OREGON
RATIOS OF GENERAL BONDED DEBT OUTSTANDING
LAST TEN FISCAL YEARS

<i>Fiscal Year Ended</i>	<i>Population(1)</i>	<i>Assessed Value(2)</i>	<i>Full Faith & Credit Bond</i>	<i>Less Debt Service Fund</i>	<i>Net Bonded Debt</i>	<i>Ratio of Net Bonded Debt to Assessed Value</i>	<i>Per Capita</i>
2013	24,090	\$ 1,291,878,687	\$ 5,065,000	\$ 27,570	\$ 5,037,430	0.39%	210
2014	24,330	1,304,184,511	4,745,000	55,033	4,689,967	0.36%	195
2015	24,455	1,397,629,743	4,410,000	50,771	4,359,229	0.31%	180
2016	24,670	1,455,738,769	4,060,000	25,117	4,034,883	0.28%	165
2017	24,795	1,524,882,342	3,690,000	1,758	3,688,242	0.24%	149
2018	24,685	1,572,282,375	3,328,000	22,777	3,305,223	0.21%	135
2019	24,760	1,631,394,823	2,812,000	19,373	2,792,627	0.17%	114
2020	25,135	1,701,142,608	2,301,000	32,604	2,268,396	0.13%	92
2021	26,250	1,744,345,703	1,762,000	23,929	1,738,071	0.10%	67
2022	26,468	1,825,318,549	1,194,000	14,768	1,179,232	0.06%	45

Note: Details regarding the city's outstanding debt can be found in the notes to the financial statements

(1) Source: Portland State University Population Research Center

(2) Marion County Assessor's Office

CITY OF WOODBURN, OREGON**DIRECT AND OVERLAPPING GOVERNMENTAL ACTIVITIES DEBT****JUNE 30, 2022**

<i>Jurisdiction</i>	<i>Total Net Debt</i>	<i>Percent Within City</i>	<i>City's Pro Rata Share</i>
Direct:			
City of Woodburn	\$ 3,303,000	* 100%	\$ 3,303,000
Overlapping:			
Chemeketa Community College	94,425,000	4.16%	3,926,569
Marion County	31,134,292	6.20%	1,930,139
Marion Cty SD 103 (Woodburn)	70,530,000	84.77%	59,786,236
Willamette ESD	6,416,593	3.79%	243,009
Total overlapping	202,505,885		65,885,953
TOTAL	\$ 205,808,885		\$ 69,188,953

Source: Debt Management Division, Oregon State Treasury

Excluding Revenue Bonds and Urban Renewal Loan

Overlapping governments are those with taxing boundaries that intersect with the geographic boundaries of the City. This schedule estimates the portion of the outstanding debt of those overlapping governments that is borne by the residents and businesses of Woodburn. This process recognizes that, when considering the City's ability to issue and repay long-term debt, the entire debt burden borne by the residents and businesses should be taken into account. However, this does not imply that every taxpayer is a resident, and therefore responsible for repaying the debt of each overlapping government.

For debt repaid with property taxes, the percentage of overlapping debt applicable is estimated using taxable property values. Applicable percentages were estimated by determining the portion of another governmental unit's taxable assessed value that is within the City's boundaries and dividing it by each unit's total taxable assessed value.

CITY OF WOODBURN, OREGON
LEGAL DEBT MARGIN INFORMATION
LAST TEN FISCAL YEARS

	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>
Debt Limit	\$ 52,682,122	\$ 52,555,913	\$ 57,768,364	\$ 61,693,898	\$ 66,229,776	\$ 72,896,729	\$ 80,077,550	\$ 87,655,523	\$ 90,794,667	\$ 90,794,667
Total net debt applicable to limit	<u>5,065,000</u>	<u>4,745,000</u>	<u>4,410,000</u>	<u>4,060,000</u>	<u>3,690,000</u>	<u>3,328,000</u>	<u>2,812,000</u>	<u>2,301,000</u>	<u>1,762,000</u>	<u>1,194,000</u>
Legal debt margin*	<u>47,617,122</u>	<u>47,810,913</u>	<u>53,358,364</u>	<u>\$ 57,633,898</u>	<u>\$ 62,539,776</u>	<u>\$ 69,568,729</u>	<u>\$ 77,265,550</u>	<u>\$ 85,354,523</u>	<u>\$ 89,032,667</u>	<u>\$ 89,600,667</u>
the limit as a percentage of debt limit	9.61%	9.03%	7.63%	6.58%	5.57%	4.57%	3.51%	2.63%	1.94%	1.32%

*ORS 287.004 provides a debt limit of 3% of the true cash value (market) of all taxable property within the City boundaries. The legal debt margin has been calculated in accordance with the provisions of ORS 287.004.

CITY OF WOODBURN, OREGON
PLEDGED REVENUE COVERAGE
LAST TEN FISCAL YEARS

<i>Water Revenue Bonds</i>									<i>Sewer Revenue Bonds</i>					
<i>Fiscal Year</i>	<i>Customer Accounts (1)</i>	<i>Water Charges and Other</i>	<i>Less: Operating Expenses</i>	<i>Net Available Revenue</i>	<i>Coverage Ratio</i>	<i>Debt Service (2)</i>			<i>Sewer Charges and Other</i>	<i>Less: Operating Expenses</i>	<i>Net Available Revenue</i>	<i>Coverage Ratio</i>	<i>Debt Service</i>	
						<i>Principal</i>	<i>Interest</i>						<i>Principal</i>	<i>Interest</i>
2013	\$ 6,688	\$ 3,378,356	\$ 1,885,250	\$ 1,493,106	129%	\$ 621,879	\$ 536,114		\$ 6,743,789	\$ 2,704,917	\$ 4,038,872	137%	\$ 1,865,000	\$ 1,085,663
2014	6,843	3,642,963	1,980,775	1,662,188	143%	648,318	511,310		7,745,069	3,054,415	4,690,654	142%	2,265,153	1,044,559
2015	6,770	3,498,255	2,003,865	1,494,390	129%	670,523	485,175		8,227,617	3,350,879	4,876,738	131%	2,755,000	972,713
2016	6,843	3,610,982	2,057,945	1,553,037	134%	698,544	457,554		8,389,017	3,679,317	4,709,700	139%	2,478,685	901,378
2017	6,942	3,450,925	2,159,366	1,291,559	112%	727,319	428,778		8,328,364	3,258,739	5,069,625	143%	2,603,647	930,166
2018	7,116	3,746,609	2,306,840	1,439,769	125%	756,935	398,503		8,553,805	3,475,568	5,078,237	131%	3,165,000	724,563
2019	7,024	4,202,849	2,559,996	1,642,853	142%	1,016,000	142,066 **		8,826,289	3,755,779	5,070,510	119%	3,615,000	629,620
2020	7,070	4,445,819	2,429,005	2,016,814	124%	1,422,000	202,948 **		8,746,440	3,372,360	5,374,080	120%	3,469,529	999,334
2021	7,267	5,469,975	2,749,290	2,720,685	174%	1,402,000	161,435 **		9,714,934	4,062,974	5,651,960	542%	-	1,042,861
2022	7,597	6,266,433	2,797,026	3,469,407	282%	1,104,000	124,597 **		11,469,733	4,219,544	7,250,189	2724%	-	266,113

(1) City of Woodburn Financial System

(2) City of Woodburn Debt Service Schedules

**Debt service excludes principal and interest on refunded or defeased debt

DEMOGRAPHIC AND ECONOMIC INFORMATION

CITY OF WOODBURN, OREGON
DEMOGRAPHIC AND ECONOMIC STATISTICS
LAST TEN FISCAL YEARS

<i>Fiscal Year</i>	<i>Population (1)</i>	<i>Total personal income</i>	<i>Per capita personal income (2)</i>	<i>Median age (2)</i>	<i>Unemployment rate (3)</i>
2013	24,090	\$ 391,438,410	16,249	32.0	8.7%
2014	24,330	409,181,940	16,818	31.4	7.3%
2015	24,455	424,049,700	17,340	32.8	6.1%
2016	24,670	426,124,910	17,273	33.6	5.3%
2017	24,795	435,226,635	17,553	33.4	4.5%
2018	24,685	465,040,715	18,839	32.9	4.0%
2019	24,760	466,082,240	18,824	33.5	4.2%
2020	25,135	520,797,200	20,720	33.9	4.2%
2021	26,250	585,663,750	22,311	38.1	5.4%
2022	26,468	614,507,556	23,217	38.6	4.4%

(1) Source: Portland State University Population Research Center

(2) United States Census Bureau American Community Survey 5-year Estimates

(3) Annual average (Source: State of Oregon Employment Department)

CITY OF WOODBURN, OREGON
PRINCIPAL EMPLOYERS
CURRENT YEAR AND TEN YEARS AGO

Employer	2022			2012		
	Employees	Rank	Percentage of total city employment	Employees	Rank	Percentage of total city employment
Winco Foods	525-550	1	4.69%	450-500	2	5.54%
Woodburn School District	525-550	2	4.65%	750-800	1	9.03%
US Foods	450-500	3	4.36%	450-500	3	5.54%
Bruce Packing Co., Inc.	350-400	4	3.42%	150-200	8	2.04%
MacLaren YCF	350-400	5	3.27%	-	-	-
Wal Mart Associates Inc	250-300	6	2.63%	300-350	4	3.79%
Kerr Contractors Oregon Inc.	200-250	7	2.11%	100-150	9	1.46%
Fleetwood Homes Inc.	200-250	8	1.80%	50-100	15	0.87%
Fjord LLC	150-200	9	1.40%	-	-	-
City of Woodburn	150-200	10	1.36%	200-250	6	2.62%
RMZ Labor Contractor LLC	150-200	11	1.34%	-	-	-
AF's Garden Centers & Greenhouses	100-150	12	1.21%	100-150	10	1.46%
Do It Best Corp	100-150	13	1.20%	50-100	17	0.87%
Safeway Stores, Inc.	100-150	14	1.14%	100-150	12	1.46%
Nike Retail Services, Inc.	100-150	15	1.09%	50-100	16	0.87%
Oregon Child Development Coalition	100-150	16	1.04%	100-150	11	1.46%
Dominguez Labor Contractor Inc	100-150	17	1.03%	-	-	-
Wave	100-150	18	1.02%	25-50	28	0.44%
Salud Medical Center	100-150	19	0.94%	100-150	13	1.46%
Universal Forest Products Woodburn LLC	50-100	20	0.84%	100-150	14	1.46%
Woodburn Health Center	50-100	21	0.81%	50-100	18	0.87%
Triplett Wellman Inc.	50-100	22	0.78%	25-50	30	0.44%
Corona Farm Labor LLC	50-100	23	0.77%	-	-	-
Country Meadows Village LLC	50-100	24	0.70%	50-100	20	0.87%
Speciality Polymers Inc	50-100	25	0.65%	25-50	29	0.44%
French Prairie Nursing & Rehab	50-100	26	0.64%	-	-	-
Gem Equipment of Oregon, Inc.	50-100	27	0.62%	50-100	19	0.87%
Woodburn Mega Foods	50-100	28	0.62%	50-100	21	0.87%
United Pacific Forest Products	50-100	29	0.56%	25-50	31	0.44%
Townsend Farms, Inc	50-100	30	0.50%	-	-	-
TJX Co Inc.	50-100	31	0.45%	-	-	-
JAM Labor Services LLC	50-100	32	0.44%	-	-	-
Oregon Family Labor LLC	50-100	33	0.44%	-	-	-
The North Face	50-100	34	0.44%	-	-	-
Ashland Brothers Landscaping Inc	25-50	35	0.42%	-	-	-
Truss T Structures Inc	25-50	36	0.42%	25-50	34	0.44%
United Disposal Service Inc	25-50	37	0.41%	50-100	22	0.87%
Tree Top Inc	25-50	38	0.39%	25-50	36	0.44%
Darigold Inc	25-50	39	0.38%	-	-	-
Greentree III Inc	25-50	40	0.38%	-	-	-
Heartwood Place	25-50	41	0.37%	-	-	-
Sanchez Valley Labor Contractor LLC	25-50	42	0.37%	-	-	-
Brother Farm Labor Contractor LLC	25-50	43	0.36%	-	-	-
Cascade Park Retirement Center	25-50	44	0.36%	50-100	23	0.87%
Red Robin Gourmet Burgers & Brews	25-50	45	0.36%	-	-	-
Silver Creek Care Properties LLC	25-50	46	0.34%	-	-	-
Wilbur-Ellis Co LLC	25-50	47	0.33%	-	-	-
Woodburn Ambulance Service Inc	25-50	48	0.33%	-	-	-
Adidas America Inc	25-50	49	0.32%	-	-	-
Ryder System	25-50	50	0.31%	-	-	-
Subtotal	6,220		54.81%	4,589		53.50%
All Other	5,128		45.19%	3,989		46.50%
Total	11,348		100.0%	8,578		100.0%

OPERATING INFORMATION

CITY OF WOODBURN, OREGON
FULL-TIME EQUIVALENT EMPLOYEES BY FUNCTION
LAST TEN FISCAL YEARS

Function	Actual										Budgeted
	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2022
General government	20.2	21.5	21.5	20.9	20.9	21.7	23.1	23.1	24.6	25.4	27.2
Public safety	40.0	39.6	41.1	42.6	42.7	43.6	43.6	43.6	45.8	44.5	49.5
Highways and streets	15.0	14.0	14.0	11.8	12.8	12.8	13.0	14	14	21.3	15.5
Culture and recreation	42.0	45.8	49.9	50.1	51.0	51.2	51.7	57.8	58.3	41.5	55.2
Economic development	-	-	-	1.0	0.5	1.0	1.0	0.9	0.9	2.0	1.0
Sewer	15.0	15.0	15.0	15.0	14.0	14.0	14.0	14	14	12.0	16.0
Water	11.0	11.0	11.0	11.0	11.0	11.0	11.0	10.5	10.5	10.0	10.5
Total	143.2	146.8	152.5	152.4	152.9	155.3	157.4	163.9	168.1	156.7	174.8

Source: Annual Adopted Budget Book and City Records

CITY OF WOODBURN, OREGON
OPERATING INDICATORS BY FUNCTION
LAST TEN FISCAL YEARS

Function	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
Police										
Police calls	18,127	18,145	17,062	14,744	14,934	15,679	14,848	13,423	13,702	*
Authorized staffing	32	32	32	34	34	34	35	35	36	
Arrests	1,449	1,777	1,441	1,003	1,060	989	956	881	882	*
Offenses	2,757	3,212	3,119	2,871	3,408	3,534	2,952	3,257	2,572	*
Culture and recreation										
Park Acreage	110	110	110	110	128	128	128	128	128	*
Library attendance	150,127	138,607	132,575	135,317	125,153	114,987	116,223	82,066	18,206	*
Aquatics attendance	139,248	144,459	148,885	144,810	140,834	164,646	170,415	111,145	-	*
Sports, programs, and event attendance	8,405	12,459	12,200	29,424	30,578	32,701	36,521	29,779	-	*
Public transportation										
Fixed route rides	47,454	34,222	34,869	32,684	25,533	24,786	22,374	14,405	17,492	*
Dial-A-Ride trips	5,622	5,097	11,842	6,221	6,224	6,952	6,696	5,271	5,679	*
Out of town medical rides	1,742	1,972	2,441	1,321	1,473	1,445	2,368	1,850	1,377	*
Community development										
Building permits issued	263	279	230	386	171	226	160	161	322	*
Water										
Production capacity	2mgd	2mgd	2 mgd	2mgd	2mgd	2mgd	2mgd	2mgd	2.6mgd	*
Customers served	6,688	6,843	6,770	6,843	6,942	7,116	7,315	7,212	7,634	*
Wastewater										
Average daily treatment	2-3 mgd	2-3 mgd	2-3 mgd	2-3 mgd	2-3 mgd	2-3 mgd	2-3 mgd	2-3 mgd	2-3 mgd	*

*Information unavailable at this time

Source: FY 2021-22 Budget: City Statistics - Services

CITY OF WOODBURN, OREGON
CAPITAL ASSET STATISTICS BY FUNCTION
LAST TEN FISCAL YEARS

	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
<i>Function</i>										
Public Safety										
Police:										
Stations	1	1	1	1	1	1	1	1	1	1
Highways and streets										
Streets (center lane miles)	64	64	64	64	64	65	65	65	65	65
Culture and recreation										
Parks acreage	128	128	128	128	128	128	128	128	128	128
Swimming pools	1	1	1	1	1	1	1	1	1	1
Tennis courts	1	1	1	1	1	1	1	1	1	1
Community centers	0	0	0	0	0	0	0	0	0	0
Sewer										
Number of connections	6230	6317	6414	6479	6503	6558	6558	6642	6976	7120
Maximum daily treatment capacity (millions of gallons)	16	16	16	16	16	16	16	16	16	16

¹There are no traffic signals on city-owned streets, only on county and state roads.

Street lights are owned and maintained by PGE

Source: City Departments

OTHER INFORMATION

CITY OF WOODBURN, OREGON
WATER SYSTEM COVERAGE CALCULATION
LAST TEN FISCAL YEARS

	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
Customer Accounts	4,280	4,426	4,844	5,393	5,950	6,579	6,760	6,617	7,197	7,250
Revenues:										
Charges for Services	\$ 3,236,888	\$ 3,166,879	\$ 3,277,605	\$ 3,415,661	\$ 3,293,342	\$ 3,399,943	\$ 3,804,029	\$ 3,990,472	\$ 4,330,970	\$ 4,707,562
Miscellaneous	58,454	303,593	60,055	67,290	58,922	79,062	120,234	61,379	56,410	80,579
Interest	3,827	7,498	9,078	12,425	22,231	39,618	62,422	59,579	24,401	15,658
SDC	79,187	164,993	151,517	115,606	76,430	227,986	216,164	334,389	1,058,194	1,462,634
<i>Total Gross Revenues</i>	<i>3,378,356</i>	<i>3,642,963</i>	<i>3,498,255</i>	<i>3,610,982</i>	<i>3,450,925</i>	<i>3,746,609</i>	<i>4,202,849</i>	<i>4,445,819</i>	<i>5,469,975</i>	<i>6,266,433</i>
Operating Expenditures										
Personal Services	1,287,000	1,244,302	1,168,912	1,172,688	1,284,183	1,382,962	1,349,044	1,463,652	1,574,854	1,533,505
Materials & Services	598,109	736,473	834,953	885,257	875,184	923,878	1,210,952	760,029	1,174,436	1,263,521
<i>Total Operating Expenses</i>	<i>1,885,109</i>	<i>1,980,775</i>	<i>2,003,865</i>	<i>2,057,945</i>	<i>2,159,367</i>	<i>2,306,840</i>	<i>2,559,996</i>	<i>2,223,681</i>	<i>2,749,290</i>	<i>2,797,026</i>
<i>Water Fund Balance, End of Year</i>	<i>\$ 4,517,447</i>	<i>\$ 5,020,007</i>	<i>\$ 5,358,699</i>	<i>\$ 5,755,638</i>	<i>\$ 3,473,585</i>	<i>\$ 3,757,916</i>	<i>\$ 4,242,704</i>	<i>\$ 5,042,842</i>	<i>\$ 6,200,092</i>	<i>\$ 8,440,902</i>
Net Revenues	1,493,247	1,662,188	1,494,390	1,553,037	1,291,558	1,439,769	1,642,853	2,222,138	2,720,685	3,469,407
Total Debt Service	1,157,994	1,159,628	1,155,698	1,156,098	1,156,097	1,155,438	1,158,065	1,422,000	1,563,435	1,228,597
<i>Debt Service Coverage</i>	<i>129%</i>	<i>143%</i>	<i>129%</i>	<i>134%</i>	<i>112%</i>	<i>125%</i>	<i>142%</i>	<i>156%</i>	<i>174%</i>	<i>282%</i>

CITY OF WOODBURN, OREGON
MAJOR WATER SYSTEM CUSTOMERS
JUNE 30, 2022

<i>#</i>	<i>Customer Name</i>	<i>Industry</i>	<i>2022</i>	<i>% of Total Charges</i>
1	CASCADE MEADOWS APARTMENTS	Multi Family	\$ 68,947	1.5%
2	SPECIALTY POLYMER	Industrial	61,098	1.3%
3	STONEHEDGE COURT	Multi Family	50,799	1.1%
4	WOODBURN PREMIUM OUTLETS, LLC	Commercial	44,162	1.0%
5	AMERICOLD LOGISTICS	Commercial	35,353	0.8%
6	HARVARD MEADOWS	Multi Family	33,592	0.7%
7	MARION CO HOUSING AUTHORITY	Multi Family	31,144	0.7%
8	WOODBURN WEST MOBILE ESTATES	Multi Family	30,555	0.7%
9	TOWNSEND FARMS INC	Industrial	24,580	0.5%
10	COUNTRY MEADOWS VILLAGE	Multi Family	22,059	0.5%
Subtotal			\$ 402,289	
Total Water Charges			\$ 4,540,593	

COMPLIANCE SECTION



GROVE, MUELLER & SWANK, P.C.

Certified Public Accountants and Consultants

475 Cottage Street NE, Suite 200, Salem, OR 97301
(503) 581-7788 • FAX (503) 581-0152 • www.gms.cpa

INDEPENDENT AUDITOR'S REPORT REQUIRED BY OREGON STATE REGULATIONS

Honorable Mayor and Council Members
City of Woodburn
270 Montgomery Street
Woodburn, Oregon 97071

We have audited, in accordance with auditing standards generally accepted in the United States of America, the basic financial statements of the City of Woodburn as of and for the year ended June 30, 2022 and have issued our report thereon dated December 30, 2022.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City of Woodburn's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grants, including the provisions of Oregon Revised Statutes as specified in Oregon Administrative Rules 162-10-000 through 162-10-320 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 statements amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion.

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

- **Deposit of public funds with financial institutions (ORS Chapter 295).**
- **Indebtedness limitations, restrictions and repayment.**
- **Budgets legally required (ORS Chapter 294).**
- **Insurance and fidelity bonds in force or required by law.**
- **Programs funded from outside sources.**
- **Highway revenues used for public highways, roads, and streets.**
- **Authorized investment of surplus funds (ORS Chapter 294).**
- **Public contracts and purchasing (ORS Chapters 279A, 279B, 279C).**
- **Accountability for collecting or receiving money by elected officials – no money was collected or received by elected officials.**

In connection with our testing nothing came to our attention that caused us to believe the City was not in substantial compliance with certain provisions of laws, regulations, contracts, and grants, including the provisions of Oregon Revised Statutes as specified in Oregon Administrative Rules 162-10-000 through 162-10-320 of the Minimum Standards for Audits of Oregon Municipal Corporations except for the following:

- The City had two funds with deficit fund balances as of June 30, 2022 as noted in the notes to the basic financial statements.
- The City appropriated a contingency in the following non-operating funds: American Rescue Plan and Special Assessments. This is a budget violation under OAR 150-294-0430 – General Operating Contingencies.


Internal Control Over Financial Reporting

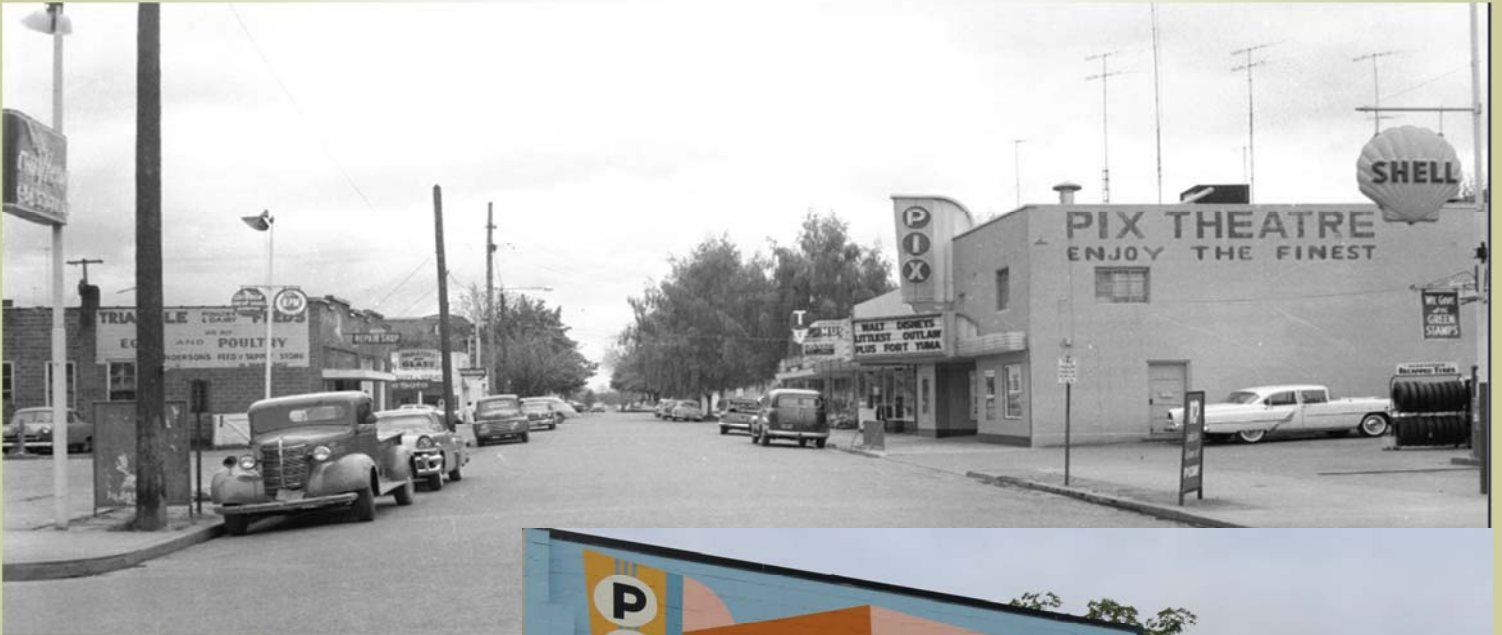
In planning and performing our audit of the financial statements, we considered the City's internal control over financial reporting to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose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

Restriction on Use

This report is intended solely for the information and use of the council members and management of the City of Woodburn and the Oregon Secretary of State and is not intended to be and should not be used by anyone other than these parties.

GROVE, MUELLER & SWANK, P.C.
CERTIFIED PUBLIC ACCOUNTANTS

By: 
Ryan T. Pasquarella, A Shareholder
December 30, 2022



Woodburn Urban Renewal Agency

(A Component Unit of the City of Woodburn, OR)

Annual Comprehensive Financial Report

For the Year Ended June 30, 2022

***WOODBURN URBAN RENEWAL AGENCY
(A COMPONENT UNIT OF THE
CITY OF WOODBURN, OREGON)
ANNUAL FINANCIAL REPORT
Year Ended June 30, 2022***

WOODBURN URBAN RENEWAL AGENCY
(A Component Unit of the City of Woodburn, Oregon)
TABLE OF CONTENTS
JUNE 30, 2022

	<u>Page</u>
INTRODUCTORY SECTION	
<i>FINANCIAL IMPACT REPORT</i>	<i>i-v</i>
<i>AGENCY OFFICIALS</i>	<i>vi</i>
FINANCIAL SECTION	
<i>INDEPENDENT AUDITOR'S REPORT</i>	1-3
<i>MANAGEMENT'S DISCUSSION AND ANALYSIS</i>	4-7
BASIC FINANCIAL STATEMENTS	
Government-wide Financial Statement	
Statement of Net Position – Governmental Activities	8
Statement of Activities – Governmental Activities	9
Fund Financial Statements	
Balance Sheet – Governmental Fund	10
Statement of Revenues, Expenditures and Changes in Fund Balance – Governmental Fund	11
Notes to Basic Financial Statements	12-17
REQUIRED SUPPLEMENTARY INFORMATION	
Schedules of Revenues, Expenditures and Changes in Fund Balance – Budget and Actual Urban Renewal Fund	18
COMPLIANCE SECTION	
Independent Auditor's Report Required by State Regulations	19-20

INTRODUCTORY SECTION

Introduction

Urban renewal agencies are required to prepare an annual report for the governing body and the public in accordance with Oregon Revised Statute 457.460 (ORS 457.460). The report includes a financial summary of the preceding year and the budget for the new fiscal year. It also includes an analysis of the financial impact of carrying out the urban plan on the tax collections for all taxing districts.

The following elements must be included as part of the financial summary:

- ♦ the amount of money received during the preceding fiscal year;
- ♦ the purposes and amounts for which any money received were expended during the preceding fiscal year;
- ♦ an estimate of moneys to be received during the current fiscal year;
- ♦ a budget setting forth the purposes and estimated amounts for moneys that are to be expended during the current fiscal year;
- ♦ an analysis of the impact, if any, of carrying out the urban renewal plan on the tax collections for the preceding year.

The Urban Renewal Concept

Urban renewal is a process authorized by Oregon law (ORS 457) to finance improvements in those neighborhoods and districts in need of revitalization with the intent to improve underdeveloped areas or areas that have declined resulting in stagnated private development or investment. More specifically, urban renewal is a funding method used to economically revitalize areas of “blight” through public investments that stimulate private development. Examples of blight include buildings that are unsafe or unfit for occupancy, inadequately maintained streets, or areas with environmental impacts. Due to these “blighted” conditions, private developers, property owners or business owners are unable to generate sufficient returns on potential development in the area. As a result, private investment stalls and the blighted conditions remain.

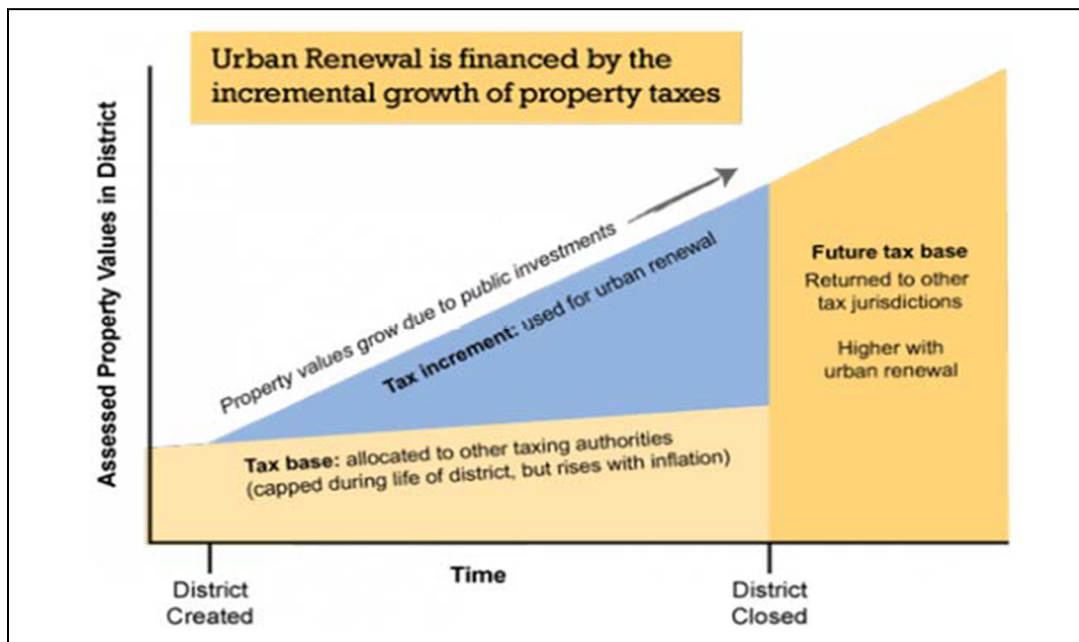
The types of urban renewal activities undertaken generally include development of infrastructure and public amenities (i.e., streetscape and infrastructure improvements, lighting, public open spaces, building improvements, parks, etc.) and with these publicly funded efforts, investment becomes achievable for private developers. Urban renewal allows a city to increase the level of public investment by providing funds that can be used to match regional, state or federal funds for specific projects.

The goal is encourage private sector investment for the majority of the redevelopment funding by selectively investing over a period of time. With the initial commitment of public funding the plan can achieve the goals to construct necessary streetscape infrastructure improvements and provide public amenities and to attract private investment.

Tax Increment Financing

The major source of funding for urban renewal projects has been tax increment financing. Once an urban renewal district is established, the tax valuation for the district is “frozen”. As properties appreciate, the increase in taxes (the “increment”) generated above the frozen base are used to pay for the outlay or debt on specific projects within the urban renewal plan.

This tax increment financing identifies an area where property values are not rising as rapidly as the rest of the community; drawing a line around it; planning for major public improvements like roadways, street lighting, parks, and other amenities; securing funds to finance the public costs; implementing the plans for public improvement; and encouraging private investment in the area. Then, as property values rise and bring an increase in tax revenues, that increase sets the limit for the property taxes levied to pay off urban renewal bonds.



During the 1990's, three Ballot Measures: Measure 5 (1990), Measure 47 (1996), and Measure 50 (1997) made significant changes to Oregon's system of property taxation influencing urban renewal programs and tax increment revenue calculations. Those provisions provide the basic framework for revenue calculations in this report.

To determine the amount of the taxes levied, the total assessed value within each urban renewal area is segregated by the County Assessor into two parts: (a) the total taxable assessed value in the district at the time the Urban Renewal Plan was adopted (the base or “frozen” value); and (b) the difference between the frozen base value and the current total assessed value (the incremental value or “excess”). The urban renewal agency is entitled to the amount of property taxes levied on the increase in property values within the urban renewal area. This revenue is used to pay for the projects designated in the Urban Renewal Plan or to repay indebtedness incurred in carrying out the projects.

Woodburn's Urban Renewal Plan

The City of Woodburn established the Woodburn Urban Renewal District pursuant to Oregon Revised Statutes (ORS) Chapter 457, the Oregon Constitution, and all applicable laws and ordinances on March 13, 2001, upon adoption of Ordinance 2283. On August 13, 2001, the City adopted Ordinance 2298 establishing the maximum indebtedness of the Plan of \$29.3 million. The City's urban renewal redevelopment area consists of approximately 260 acres, all within the Woodburn city limits. In general, the area includes the historic downtown, Front Street to Highway 214 and Highway 214 to redevelopment sites on Stacy Allison, Young Street to Highway 99 and Highway 99 to Highway 211. The Woodburn's urban renewal is governed by the Urban Renewal Agency, which consists of the City's Mayor and City Council members.

The Urban Renewal Plan states the following overall renewal goals:

- Public improvements
- Redevelopment through new construction
- Preservation, rehabilitation, development and redevelopment
- Property acquisition and disposition
- Plan administration

The Core Values created by the Urban Renewal Agency are as follows:

- Ensure positive return on investment
- Cultivate resources and investment in underutilized or blighted areas
- Job creation
- Economic vitality
- Establish downtown as a destination
- Historic preservation and cultural interpretation

Urban Renewal Impact

The Woodburn Urban Renewal program has played a key role in revitalization. Through public investments and business development partnerships, urban renewal will continue to be a catalyst for making Woodburn a more economically vital, livable and sustainable place. The number of significant public investments include Downtown Plaza, Historic Locomotive, Front Street, Fire Station, First Street, Downtown Alleyways, Downtown Public Restroom, Bungalow Theater, and Building Improvement Grant/Loan Program.

Major Project Costs by Year				
Capital Outlay Project Description	Actual 2019-20	Actual 2020-21	Actual 2021-22	Budget 2022-23
Police Department Peace Pole				20,000
Land Purchase	846			
First Street Design/Reconstruction	2,059,662	29,470		
Alleyway Beautification	2,102,660		47,967	10,000
Historic City Hall Building		7,586	171,797	
Historic Locomotive Shelter			99,043	
First & Cleveland Public Parking Lot				100,000
Downtown Plaza Water Fountain Rehab		9,730		
Bungalow Theater/Museum Restoration	114,140	46,260	262,278	50,000
50/50 Sidewalk Improvement Program				50,000
Signage and Lighting				55,000
Other Improvements/Professional Services			17,799	255,000
Library Park Stage Cover				45,000
Public Arts and Mural Program	45,387	18,665	4,459	25,000
	4,322,695	111,711	603,343	610,000

Effect of Urban Renewal on Taxing Districts

Carrying out an urban renewal plan has an effect on the amount of property taxes received by the overlapping taxing districts of Woodburn's urban renewal areas. A portion of property taxes that were to be received by the taxing bodies that levy property taxes within Woodburn's urban renewal areas are redirected to Woodburn's Urban Renewal Agency for the agency's projects and programs.

Passage of Ballot Measure 50 (Article XI, Section 11 of the Oregon Constitution) resulted in converting most property taxes (i.e., tax bases) from a levy-based system to a rate-based system. Schedules provided later in this Report reflect the "post" Measure 50 financial impact by taxing district for Woodburn's Urban Renewal. The following schedules show the impact of the division of taxes on the overlapping taxing jurisdictions for the prior fiscal year and the current fiscal year.

Woodburn Urban Renewal Agency
Financial Impact Report
Fiscal Year Ended June 30, 2022

The schedules include each taxing entity's:

- Permanent taxing rate is the levy imposed on every thousand dollars of assessed property value
- Adjusted district rate is the rate that the district will receive net of the URA calculation
- URA division of tax rate is the rate redirected from the taxing entity to the urban renewal agency
- Shared value is the common value of the underlying properties within the URA and the overlapping taxing entities
- Calculated property taxes from each taxing entity that is redirected to the urban renewal agency

Woodburn Urban Renewal Agency (URA) Financial Impact of the Division of Taxes on Overlapping Taxing Jurisdictions Fiscal Year Ended June 30, 2022					
Taxing District	Permanent Rate	Adjusted District Rate	URA Division of Tax Rate	District Shared Value	Division of Tax
Marion County	\$ 3.025	2.938	0.088	1,825,318,549	\$ 159,843
City of Woodburn	6.053	5.878	0.175	1,825,318,549	319,845
Woodburn SD	4.525	4.394	0.131	1,825,318,549	239,073
Woodburn FD	1.601	1.555	0.046	1,824,391,349	84,587
Willamette Regional ESD	0.297	0.288	0.009	1,825,318,549	15,677
Chemeketa Community College	0.626	0.608	0.018	1,825,318,549	33,071
Regional Library	0.082	0.080	0.002	1,825,318,549	4,322
Marion Soil & Water	0.050	0.049	0.001	1,228,033,109	1,401
MC & 4-H Extension Service	0.050	0.049	0.001	1,825,318,549	2,642
Totals	\$ 16.309	\$ 15.837	\$ 0.471		860,461
% of Total Permanent Rate			2.89%		
Less: Truncation Loss					-
Less: Compression Loss					-
Total URA Levy					\$ 860,461

MAYOR AND COUNCIL MEMBERS

<u><i>Name</i></u>	<u><i>Term Expires</i></u>
<i>Mayor</i>	
Eric Swenson	December 31, 2022
<i>Council Members</i>	
Debbie Cabrales	December 31, 2024
Ali Swanson	December 31, 2024
Robert Carney	December 31, 2022
Sharon Schaub	December 31, 2022
Mary Beth Cornwell	December 31, 2022
Ben Puente Jr.	December 31, 2024

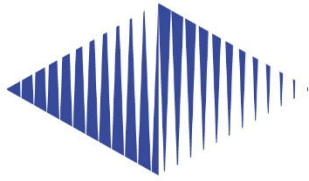
The above individuals may be contacted at the address below.

Staff

Scott Derickson, City Administrator
N. Robert Shields, City Attorney
Anthony Turley, Finance Director

City of Woodburn, Oregon
270 Montgomery Street
Woodburn, Oregon 97071

FINANCIAL SECTION



GROVE, MUELLER & SWANK, P.C.

Certified Public Accountants and Consultants

475 Cottage Street NE, Suite 200, Salem, OR 97301
(503) 581-7788 • FAX (503) 581-0152 • www.gms.cpa

INDEPENDENT AUDITOR'S REPORT

Board of Directors
Woodburn Urban Renewal Agency
270 Montgomery Street
Woodburn, Oregon 97071

Opinions

We have audited the accompanying financial statements of the governmental activities and each major fund of the Woodburn Urban Renewal Agency (a component unit of the City of Woodburn, Oregon) as of and for the year ended June 30, 2022, and the related notes to the financial statements, which collectively comprise the Agency's basic financial statements as listed in the table of contents.

In our opinion, the accompanying financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the Woodburn Urban Renewal Agency, as of June 30, 2022, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

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

Responsibilities of Management for the Financial Statements

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

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

Auditor's Responsibilities for the Audit of the Financial Statements

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

In performing an audit in accordance with GAAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Agency's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Agency's ability to continue as a going concern for a reasonable period of time.

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

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that management's discussion and analysis (MD&A) and the schedule of revenues, expenditures and changes in fund balances - budget to actual (budgetary schedule) 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 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.

Supplementary Information

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

The budgetary schedule is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements.

Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the budgetary schedule is fairly stated, in all material respects, in relation to the basic financial statements as a whole.


Other Information

Management is responsible for the other information. The other information includes the introductory section but does not include the financial statements and our auditor's report thereon. Our opinions on the financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon. In connection with our audit of the financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

Report on Other Legal and Regulatory Requirements

In accordance with Minimum Standards for Audits of Oregon Municipal Corporations, we have issued our report dated December 30, 2022, 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.

GROVE, MUELLER & SWANK, P.C.
CERTIFIED PUBLIC ACCOUNTANTS

By: 
Ryan T. Pasquarella, A Shareholder
December 30, 2022

MANAGEMENT'S DISCUSSION AND ANALYSIS

WOODBURN URBAN RENEWAL AGENCY MANAGEMENT'S DISCUSSION AND ANALYSIS

As management of the Woodburn Urban Renewal Agency (the Agency), we offer readers of the Agency's basic financial statements this narrative overview and analysis of the financial activities of the Agency as of June 30, 2022 and for the fiscal year then ended. We encourage readers to consider the information presented here in conjunction with the Agency's basic financial statements in the financial section of this report.

Financial Highlights

Following are the financial highlights of the Agency for the year ended:

	<i>June 30,</i>		
	<i>2022</i>	<i>2021</i>	<i>Change</i>
Net position (deficit)	\$ (836,099)	\$ (822,834)	\$ (13,265)
Change in net position	(13,265)	433,390	(446,655)

Overview of the Basic Financial Statements

The Agency's basic financial statements are comprised of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements.

Government-wide financial statements. The government-wide financial statements are comprised of the Statement of Net Position and the Statement of Activities. These two statements are designed to provide readers with a broad overview of the Agency's finances utilizing the full accrual method of accounting, in a manner similar to a private-sector business. Under the full accrual method of accounting, transactions are reported as soon as the underlying event(s) giving rise to the change occurs, regardless of the timing of related cash flows. Thus, assets, liabilities, revenues and expenses are reported in these statements for some items that will only result in cash flows in future fiscal periods (i.e. uncollected revenues and accrued but unpaid interest).

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

The Statement of Activities presents information showing how the Agency's net position changed during the most recent fiscal year.

Fund financial statements. The fund financial statements focus on current available resources and are organized on the basis of funds, each of which is defined as a fiscal and accounting entity with a self-balancing set of accounts established for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions or limitations.

Notes to the financial statements. The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found on pages 12-18.

Required Supplementary Information

The required supplementary information includes the schedule of revenues, expenditures, and changes in fund balances – budget and actual for the Urban Renewal fund.

Statement of Net Position

The following table reflects the condensed statement of net position compared to the prior year.

	<i>June 30,</i>	
	<i>2022</i>	<i>2021</i>
ASSETS		
Cash and investments	\$ 1,393,396	\$ 1,568,480
Property tax receivable	30,166	37,677
<i>Total Assets</i>	<i>1,423,562</i>	<i>1,606,157</i>
LIABILITIES		
Other liabilities	150,661	50,991
Long-term liabilities	2,109,000	2,378,000
<i>Total Liabilities</i>	<i>2,259,661</i>	<i>2,428,991</i>
NET POSITION (DEFICIT)		
Restricted for economic development	\$ (836,099)	\$ (822,834)

The Agency's liabilities exceeded assets by \$836,099.

The Agency has recorded the following assets as of June 30, 2022: Cash and investments of \$1,393,396 and property taxes receivable of \$30,166.

Liabilities are comprised of accounts payable and amounts due to the City for personnel and other costs of \$150,661, and long-term debt of \$2,109,000 at June 30, 2022.

Statement of Activities

The following table reflects the condensed statement of net position compared to the prior year.

	<i>Year Ended June 30,</i>	
	<i>2022</i>	<i>2021</i>
REVENUES		
Property taxes	819,989	\$ 774,492
Intergovernmental	130,637	77,846
Miscellaneous	5,020	16,085
<i>Total Revenues</i>	<i>955,646</i>	<i>868,423</i>
EXPENSES		
Economic development	297,608	257,779
Interest on long-term debt	65,870	73,128
<i>Total Expenses</i>	<i>363,478</i>	<i>330,907</i>
REVENUES OVER EXPENSES	592,168	537,516
TRANSFERS TO CITY OF WOODBURN	(605,433)	(104,126)
CHANGE IN NET POSITION	(13,265)	433,390
NET POSITION (DEFICIT), beginning of year	(822,834)	(1,256,224)
NET POSITION (DEFICIT), end of year	\$ (836,099)	\$ (822,834)

Property taxes totaling \$819,989 comprise 86% of the Agency's revenue and are derived from the tax increment assessment within the Agency's boundaries. The remaining revenue is comprised of \$130,637 in intergovernmental revenue and \$5,020 in interest earnings. Economic development expenses for the year ended June 30, 2022 consisted of \$297,608 in reimbursements for materials and services and \$65,870 in interest on long-term debt.

Financial Analysis of the Fund

The Agency maintains a single fund used to account for activities supported by the property tax increment.

As of June 30, 2022 the Agency's governmental fund reported a fund balance of \$1,244,815 or an decrease of \$276,158 over the prior year. This is due mainly to an increase in urban renewal capital projects.

Budgetary Highlights

There were no changes to the budget during the year.

Capital Assets and Debt Administration

The Agency has no capital assets. All assets constructed with urban renewal funds are property of the City (see the City of Woodburn financial statements).

At June 30, 2022, the Agency had \$2,109,000 in long-term debt outstanding compared with \$2,378,000 in the prior year. The decrease is due to scheduled debt repayment.

	<i>June 30,</i>	
	<i>2022</i>	<i>2021</i>
Note payable	\$ 2,109,000	\$ 2,378,000

Additional information about the Agency's debt is presented on page 17 in the notes to the financial statements.

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.

Any questions or request for additional information should be directed to the City of Woodburn at 270 Montgomery Street, Woodburn, Oregon.

BASIC FINANCIAL STATEMENTS

WOODBURN URBAN RENEWAL AGENCY
(A Component Unit of the City of Woodburn, Oregon)
STATEMENT OF NET POSITION – GOVERNMENTAL ACTIVITIES
JUNE 30, 2022

ASSETS

Current assets

Cash and investments	\$ 1,393,396
Property taxes receivable	30,166

Total Assets 1,423,562

LIABILITIES

Current liabilities

Accounts payable	147,011
Retainage payable	3,650

Noncurrent liabilities - long-term debt

Due within one year	277,000
Due in more than one year	1,832,000

Total Liabilities 2,259,661

NET POSITION (DEFICIT)

Restricted for economic development	\$ (836,099)
-------------------------------------	--------------

The accompanying notes are an integral part of the financial statements.

WOODBURN URBAN RENEWAL AGENCY
(A Component Unit of the City of Woodburn, Oregon)
STATEMENT OF ACTIVITIES – GOVERNMENTAL ACTIVITIES
YEAR ENDED JUNE 30, 2022

REVENUES

Taxes and assessments	\$ 819,989
Intergovernmental	130,637
Miscellaneous	5,020
	<hr/>
<i>Total Revenues</i>	955,646

EXPENSES

Economic development	297,608
Interest on long-term debt	65,870
	<hr/>
<i>Total Expenses</i>	363,478

REVENUES OVER EXPENSES

592,168

Other Financing Sources (Uses)

TRANSFER TO CITY OF WOODBURN

(605,433)

CHANGE IN NET POSITION

(13,265)

NET POSITION, beginning of year

(822,834)

NET POSITION (DEFICIT), end of year

\$ (836,099)

The accompanying notes are an integral part of the financial statements.

WOODBURN URBAN RENEWAL AGENCY
(A Component Unit of the City of Woodburn, Oregon)
BALANCE SHEET – GOVERNMENTAL FUND
JUNE 30, 2022

	<i>Urban Renewal Fund</i>
ASSETS	
Cash and investments	\$ 1,393,396
Property taxes receivable	30,166
	<hr/>
<i>Total Assets</i>	\$ 1,423,562
<hr/>	
LIABILITIES, DEFERRED INFLOWS, AND FUND BALANCE	
Liabilities	
Accounts payable	\$ 147,011
Retainage payable	3,650
	<hr/>
<i>Total Liabilities</i>	150,661
Deferred Inflows	
Unavailable revenue	28,086
Fund Balance	
Restricted for economic development	1,244,815
	<hr/>
<i>Total Liabilities, Deferred Inflows, and Fund Balance</i>	\$ 1,423,562
<hr/>	
RECONCILIATION TO THE STATEMENT OF NET POSITION	
<i>Fund Balance</i>	\$ 1,244,815
The Statement of Net Position reports receivables at their net realizable value. However, receivables not available to pay for current-period expenditures are reported as unavailable revenue in governmental funds.	
	28,086
All liabilities are reported in the Statement of Net Position. However, if they are not due and payable in the current period, they are not recorded in governmental funds.	
Long-term debt	(2,109,000)
	<hr/>
<i>Net Position (Deficit) of Governmental Activities</i>	\$ (836,099)
<hr/>	

The accompanying notes are an integral part of the financial statements.

WOODBURN URBAN RENEWAL AGENCY*(A Component Unit of the City of Woodburn, Oregon)***STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE –****GOVERNMENTAL FUND****YEAR ENDED JUNE 30, 2022**

	<i>Urban Renewal Fund</i>
REVENUES	
Taxes and assessments	\$ 826,096
Intergovernmental	130,637
Miscellaneous	5,020
	<hr/>
<i>Total Revenues</i>	961,753
EXPENDITURES	
Current	
Community development	297,608
Debt service	
Principal	269,000
Interest	65,870
Capital outlay	603,343
	<hr/>
<i>Total Expenditures</i>	1,235,821
	<hr/>
NET CHANGE IN FUND BALANCE	(276,158)
FUND BALANCE, Beginning of year	1,520,973
	<hr/>
FUND BALANCE, End of year	<u><u>\$ 1,244,815</u></u>

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

<i>Net Change in Fund Balance</i>	\$ (276,158)
Revenues in the Statement of Activities that do not provide current financial resources are not reported as revenues in the fund financial statements.	
Property taxes	(6,107)
Debt proceeds provide current financial resources to governmental funds, but issuing debt increases long-term liabilities in the statement of net position. Repayment of long-term debt obligation principal is an expenditure in the governmental funds, but the repayment reduces long-term obligations in the statement of net position.	
Principal payments on long-term debt	269,000
	<hr/>
<i>Change in Net Position</i>	<u><u>\$ (13,265)</u></u>

The accompanying notes are an integral part of the financial statements.

WOODBURN URBAN RENEWAL AGENCY
(A Component Unit of the City of Woodburn, Oregon)
NOTES TO BASIC FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2022

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Reporting Entity

The Woodburn Urban Renewal Agency (the Agency) was created to provide for rehabilitation of blighted and deteriorated areas within the City's designated urban renewal areas. Through the Downtown Grant and Loan program the Agency enables property owners to rehabilitate properties. The Agency is governed by a seven-member board of directors that include the City's mayor and other council members and is included as a component unit in the City's financial statements.

Urban Renewal Areas

Tax Allocation bonds for urban renewal plan areas are authorized by state law to 1) "...eliminate and prevent the development or spread of urban blight and deterioration; and 2) encourage needed urban conservation and rehabilitation and provide for redevelopment of blighted or deteriorated areas."

Projects are financed in urban renewal plan areas as follows:

- The Agency (City Council) selects an urban renewal plan area and defines its boundaries.
- The County Assessor "freezes" the assessed value of property within the urban renewal area. This is referred to as the "frozen" value.
- Any increase in assessed value above the frozen value is called the "incremental value." The tax revenue generated by the tax rate times the incremental value is provided for use in paying the principal and interest on any indebtedness incurred to finance the Urban Renewal project.
- Urban renewal tax increment revenues are used to repay the indebtedness of the Agency. The proceeds of the indebtedness finance the Agency's activities.

As required by ORS 457.190(3)(a), the Agency has included in its current plan the maximum amount of indebtedness that may be issued or incurred under the plan in the amount of \$29,300,000.

Measurement Focus and Basis of Accounting

Basic Financial Statements

Basic financial statements are presented at both the government-wide and fund financial level. Governmental activities are normally supported by taxes and intergovernmental revenues.

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

The Statement of Net Position presents all the assets and liabilities of the Agency, including related debt, if any. Net position, representing assets less liabilities, is shown as unrestricted.

WOODBURN URBAN RENEWAL AGENCY
(A Component Unit of the City of Woodburn, Oregon)
NOTES TO BASIC FINANCIAL STATEMENTS (Continued)
YEAR ENDED JUNE 30, 2022

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Measurement Focus and Basis of Accounting (Continued)

Basic Financial Statements (Continued)

The Statement of Activities indicates how net position changed during the current period.

Fund financial statements display information about the Agency's fund. The single major fund, Urban Renewal fund, accounts for general administration of the Agency's urban renewal areas, for acquisition and rehabilitation of blighted and deteriorated areas within the designated urban renewal areas, and repayment of debt incurred for these activities.

Basis of Presentation

The financial transactions of the Agency are recorded in a single fund. The fund's activity is accounted for by providing a separate set of self-balancing accounts that comprises its assets, liabilities, fund equity, revenues and expenditures.

Accounting principles generally accepted in the United States of America, as promulgated by the Governmental Accounting Standards Board, define principles that should be used to report financial transactions. The government-wide financial statements are reported using the economic resources and accrual basis of accounting. Under the accrual basis of accounting, revenues are recorded when earned and expenses are recorded when the liability is incurred.

Fund Balance

In the fund financial statements, the fund balance for governmental funds is reported in classifications that comprise a hierarchy based primarily on the extent to which the Agency is bound to honor constraints on the specific purposes for which amounts in those funds can be spent. Although not a major impact on the financial statements, Governmental Fund type fund balances are now reported in the following classifications.

Fund balance is reported as non-spendable when the resources cannot be spent because they are either in a non-spendable form or legally or contractually required to be maintained intact. Resources in non-spendable form include inventories, prepaid amounts, deposits, and assets held for sale.

Fund balance is reported as restricted when the constraints placed on the use of resources are either: (a) externally imposed by creditors (such as debt covenants), grantors, contributors, or laws or regulations of other governments; or (b) imposed by law through constitutional provisions or enabling legislation.

Fund balance is reported as committed when the Agency takes formal action that places specific constraints on how the resources may be used. The Agency can modify or rescind the commitment at any time through taking a similar formal action.

Resources that are constrained by the Agency's intent to use them for a specific purpose, but are neither restricted nor committed, are reported as assigned fund balance. Intent is expressed when the Agency approves which resources should be "reserved" during the adoption of the annual budget.

WOODBURN URBAN RENEWAL AGENCY
(A Component Unit of the City of Woodburn, Oregon)
NOTES TO BASIC FINANCIAL STATEMENTS (Continued)
YEAR ENDED JUNE 30, 2022

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Measurement Focus and Basis of Accounting (Continued)

Fund Balance (Continued)

Unassigned fund balance is the residual classification. This classification represents fund balance that has not been restricted, committed or assigned.

Governmental Fund Financial Statements

The governmental fund financial statements are reported using the modified accrual basis of accounting. Under the modified accrual basis of accounting revenues are recorded when they become both measurable and available, while expenditures are recorded when the related liability is incurred.

Cash and Investments

The City of Woodburn maintains the Agency's cash and investments in a common pool.

Oregon Revised Statutes and the City of Woodburn investment policy authorize the City to invest in certificates of deposit, savings accounts, bank repurchase agreements, bankers' acceptances, general obligations of U.S. Government and its agencies, certain bonded obligations of Oregon Municipalities and the State Treasurer's Local Government Investment Pool, among others.

Investments are stated at cost, which approximates fair value.

Receivables and Deferred Inflows

Property taxes are levied by the County Assessor and collected by the County Tax Collector. The taxes are levied and become a lien as of July 1. They may be paid in three installments payable in equal payments due November 15, February 15, and May 15. Uncollected property taxes levied for the current and prior years are recorded as receivable at year-end. The Agency's property tax collection records show that most of the property taxes due are collected during the year of levy and delinquent taxes are collected in the next few years.

Property tax receivables not available are recognized as deferred inflows in the governmental funds balance sheet.

Long-term Debt

Long-term debt is reported in the Statement of Net Position as noncurrent liabilities. The governmental fund financial statements do not report long-term debt because it does not require the use of current financial resources.

Budget and Budgetary Accounting

The Agency budgets in accordance with requirements of State law. Annual appropriated budgets are adopted in accordance with the modified accrual basis of accounting.

WOODBURN URBAN RENEWAL AGENCY
(A Component Unit of the City of Woodburn, Oregon)
NOTES TO BASIC FINANCIAL STATEMENTS (Continued)
YEAR ENDED JUNE 30, 2022

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Budget and Budgetary Accounting (Continued)

The Agency begins its budgeting process by appointing budget committee members. The budget officer prepares a budget, which is reviewed by the Budget Committee. The budget is then published in proposed form and is presented for public hearings to obtain taxpayer comments and approval from the Budget Committee. The budget is legally adopted by the Agency's Board by resolution prior to the beginning of the Agency's fiscal year.

The Board resolution authorizing appropriations for each fund sets the level by which expenditures cannot legally exceed appropriations. Appropriations are made at the program level. Appropriations lapse at year end.

Appropriation authority may be transferred from one level of control to another by Board resolution. Supplemental appropriations may occur if the Board approves them due to a need which exists which was not determined at the time the budget was adopted.

Use of Estimates

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

CASH AND INVESTMENTS

The Agency's deposits with financial institutions and investments are pooled with the City of Woodburn. Cash and investments for the City of Woodburn are disclosed in the City's financial statements. Other disclosures about the City's cash and investment that are applicable to the Agency are as follows.

Deposits

Bank deposits are secured to legal limits by federal deposit insurance. The remaining amount is secured in accordance with ORS 295 under a collateral program administered by the Oregon State Treasurer.

Investments

The State Treasurer of the State of Oregon maintains the Oregon Short Term Fund, of which the Local Government Investment Pool is part. Participation by local governments is voluntary. The State of Oregon investment policies are governed by statute and the Oregon Investment Council. In accordance with Oregon Statutes, the investment funds are invested as a prudent investor would do, exercising reasonable care, skill and caution. The Oregon Short Term Fund is the LGIP for local governments and was established by the State Treasurer. It was created to meet the financial and administrative responsibilities of federal arbitrage regulations. The investments are regulated by the Oregon Short Term Fund Board and approved by the Oregon Investment Council (ORS 294.805 to 294.895). The carrying value of the City's position in the pool is the same as the value of the pool shares; fair value was 100.4% of the value of the pool shares as of June 30, 2021. The investment in the Oregon Short Term Fund is not subject to classification. Separate financial statements for the Oregon Short Term Fund are available from the Oregon State Treasurer.

WOODBURN URBAN RENEWAL AGENCY
(A Component Unit of the City of Woodburn, Oregon)
NOTES TO BASIC FINANCIAL STATEMENTS (Continued)
YEAR ENDED JUNE 30, 2022

CASH AND INVESTMENTS (Continued)

Interest Rate Risk

In accordance with its investment policy, the City manages its exposure to declines in fair value of its investments by limiting the weighted average maturity of its investments.

Custodial Credit Risk - Deposits

This is the risk that in the event of a bank failure, the City's deposits may not be returned. The Federal Depository Insurance Corporation (FDIC) and the National Credit Union Administration (NCUA) provide insurance for the City's deposits up to \$250,000 for the aggregate of all demand deposits and the aggregate of time deposit and savings accounts at each financial institution and credit union. Deposits in excess of FDIC and NCUA coverage are with institutions participating in the Oregon Public Funds Collateralization Program (PFCP). The PFCP is a shared liability structure for participating bank depositories, better protecting public funds though still not guaranteeing that all funds are 100% protected. Barring any exceptions, a bank depository is required to pledge collateral valued at least 10% of their quarter-end public fund deposits if they are well capitalized, 25% of their quarter-end public fund deposits if they are adequately capitalized, or 110% of their quarter-end public fund deposits if they are undercapitalized or assigned to pledge 110% by the Office of the State Treasurer. In the event of a bank failure, the entire pool of collateral pledged by all qualified Oregon public funds bank depositories is available to repay deposits of public funds of government entities. At June 30, 2022, none of the Agency's bank balances were exposed to custodial credit risk as part of the Public Funds Collateralization Program

Custodial Risk - Investments

For an investment, this is the risk that, in the event of a failure of the counterparty, the City will not be able to recover the value of its investments or collateralized securities that are in the possession of an outside party. The City's investment policy limits the types of investments that may be held and does not allow securities to be held by the counterparty.

The LGIP is administered by the Oregon State Treasury with the advice of other state agencies and is not registered with the U.S. Securities and Exchange Commission. The LGIP is an open-ended no-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 commingled with the State's short-term funds. In seeking to best serve local governments of Oregon, the Oregon Legislature established the Oregon Short Term Fund Board, which has established diversification percentages and specifies the types and maturities of the investments. The purpose of the Board is to advise the Oregon State Treasury in the management and investment of the LGIP. These investments within the LGIP must be invested and managed as a prudent investor would, exercising reasonable care, skill and caution. Professional standards indicate that the investments in external investment pools are not subject to custodial risk because they are not evidenced by securities that exist in physical or book entry form. Nevertheless, management does not believe that there is any substantial custodial risk related to investments in the LGIP. The LGIP is not rated for credit quality.

WOODBURN URBAN RENEWAL AGENCY
(A Component Unit of the City of Woodburn, Oregon)
NOTES TO BASIC FINANCIAL STATEMENTS (Continued)
YEAR ENDED JUNE 30, 2022

LONG-TERM DEBT

Long-term debt transactions for the fiscal year ended June 30, 2022 were as follows:

	<i>Outstanding July 1, 2021</i>	<i>Issued</i>	<i>Matured/ Redeemed During Year</i>	<i>Outstanding June 30, 2022</i>	<i>Due Within One Year</i>
Direct borrowing	\$ 2,378,000	\$ -	\$ (269,000)	\$ 2,109,000	\$ 277,000

2019 Urban Renewal Note Payable: In June 2019, the Agency entered into a note payable agreement in the amount of \$2,900,000 at 2.77% interest, to fund urban renewal projects. Interest is payable semiannually, while principal is due annually through June 2029. The loan is secured by the tax increment revenues and amounts due are not subject to acceleration in the event of default.

Future maturities of long-term debt are as follows:

<i>Fiscal Year Ending June 30,</i>	<i>Urban Renewal Agency Note, Series 2019</i>		
	<i>Principal</i>	<i>Interest</i>	<i>Total</i>
2023	\$ 277,000	\$ 58,420	\$ 335,420
2024	285,000	50,746	335,746
2025	293,000	42,852	335,852
2026	301,000	34,736	335,736
2027	309,000	26,398	335,398
2028-2029	644,000	26,869	670,869
	<u>\$ 2,109,000</u>	<u>\$ 240,021</u>	<u>\$ 2,349,021</u>

DEFICIT NET POSITION

The Agency reported a deficit net position of \$836,099 at June 30, 2022 due to the note payable issued in 2019.

CONTINGENCIES

The Agency purchases commercial insurance to cover all commonly insurable risks, which includes property damage, liability and employee bonds. Most policies carry a small deductible amount. No insurance claims settled in each of the prior three years have exceeded policy coverage.

SUBSEQUENT EVENTS

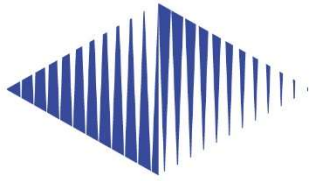
Management has evaluated subsequent events through December 30, 2022, the date on which the financial statements were available to be issued. Management is not aware of any subsequent events that require recognition or disclosure in the financial statements.

REQUIRED SUPPLEMENTARY INFORMATION

WOODBURN URBAN RENEWAL AGENCY*(A Component Unit of the City of Woodburn, Oregon)**SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES –**BUDGET AND ACTUAL - URBAN RENEWAL FUND**YEAR ENDED JUNE 30, 2022*

	<i>Budgeted Amounts</i>			
	<i>Original</i>	<i>Final</i>	<i>Actual</i>	<i>Variance</i>
REVENUES				
Taxes and assessments	\$ 787,950	\$ 787,950	\$ 826,096	\$ 38,146
Intergovernmental	-	-	130,637	130,637
Miscellaneous	90,000	90,000	5,020	(84,980)
<i>Total Revenues</i>	877,950	877,950	961,753	83,803
EXPENDITURES				
Administration				
Personnel services	209,020	209,020	207,158	1,862
Materials and services	202,640	202,640	90,450	112,190
Capital outlay	558,000	558,000	603,343	(45,343)
Debt service				
Principal	269,000	269,000	269,000	-
Interest	65,870	65,870	65,870	-
Contingency	115,640	115,640	-	115,640
<i>Total Expenditures</i>	1,420,170	1,420,170	1,235,821	184,349
REVENUES OVER (UNDER) EXPENDITURES	(542,220)	(542,220)	(274,068)	268,152
OTHER FINANCING SOURCES (USES)				
Transfers Out	(2,090)	(2,090)	(2,090)	-
NET CHANGE IN FUND BALANCE	(544,310)	(544,310)	(276,158)	268,152
FUND BALANCE, Beginning of year	1,214,310	1,214,310	1,520,973	306,663
FUND BALANCE, End of year	\$ 670,000	\$ 670,000	\$ 1,244,815	\$ 574,815

COMPLIANCE SECTION



GROVE, MUELLER & SWANK, P.C.

Certified Public Accountants and Consultants

475 Cottage Street NE, Suite 200, Salem, OR 97301
(503) 581-7788 • FAX (503) 581-0152 • www.gms.cpa

INDEPENDENT AUDITOR'S REPORT REQUIRED BY OREGON STATE REGULATIONS

Board of Directors
Woodburn Urban Renewal Agency
270 Montgomery Street
Woodburn, Oregon 97071

We have audited, in accordance with auditing standards generally accepted in the United States of America, the basic financial statements of the Woodburn Urban Renewal Agency as of and for the year ended June 30, 2022, and have issued our report thereon dated December 30, 2022.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Woodburn Urban Renewal Agency's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grants, including the provisions of Oregon Revised Statutes as specified in Oregon Administrative Rules 162-10-000 through 162-10-320 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 statements amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion.

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

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

In connection with our testing nothing came to our attention that caused us to believe the Agency was not in substantial compliance with certain provisions of laws, regulations, contracts, and grants, including the provisions of Oregon Revised Statutes as specified in Oregon Administrative Rules 162-10-000 through 162-10-320 of the Minimum Standards for Audits of Oregon Municipal Corporations, except a deficit net position as disclosed in the notes to the financial statements.


Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Agency's internal control over financial reporting to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion 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.

Restriction on Use

This report is intended solely for the information and use of the governing body and management of the Woodburn Urban Renewal Agency and the Oregon Secretary of State and is not intended to be and should not be used by anyone other than these parties.

GROVE, MUELLER & SWANK, P.C.
CERTIFIED PUBLIC ACCOUNTANTS

By: 

Ryan T. Pasquarella, A Shareholder
December 30, 2022

COUNCIL MEETING MINUTES

DECEMBER 12, 2022

DATE COUNCIL CHAMBERS, CITY HALL, CITY OF WOODBURN, COUNTY OF MARION, STATE OF OREGON, DECEMBER 12, 2022

PUBLIC SWEARING-IN CEREMONY

City Recorder Pierson administered the Oath of Office to Mayor Frank Loneran, Councilor Robert Carney (Ward III), Councilor Sharon Schaub (Ward IV), and Councilor Mary Beth Cornwell (Ward V).

CONVENED The meeting convened at 7:11 p.m. with Mayor Loneran presiding.

ROLL CALL

Mayor Loneran	Present
Councilor Carney	Present
Councilor Cornwell	Present
Councilor Schaub	Present
Councilor Swanson	Present
Councilor Cabrales	Present

Staff Present: City Administrator Derickson, City Attorney Shields, Assistant City Administrator Row, Deputy Police Chief Millican, Public Works Director Stultz, Community Development Director Kerr, Finance Director Turley, Economic Development Director Johnk, Special Projects Director Wakely, Community Services Director Cuomo, Human Resources Director Gregg, Public Affairs and Communications Coordinator Moore, City Recorder Pierson

Mayor Loneran asked for a moment of silence for Woodburn High School student Jesus Garcia Santiago along with a moment of silence for Captain Tennant and Trooper Hakim.

ELECTION OF COUNCIL PRESIDENT

Mayor Loneran announced that the vote for Council President would be by ballot. Ballot forms were provided to the Council to vote. City Recorder Pierson read the ballots aloud and announced that Councilor Carney was unanimously elected Council President.

Mayor Loneran called for a short recess for a reception to recognize incoming and outgoing City officials.

CITY RECOGNITION OF FORMER OFFICIALS

Mayor Loneran thanked Eric Swenson for his service to the City as Mayor and thanked Ben Puente for his service as a City Councilor.

ANNOUNCEMENTS

The Mayor announced the following Holiday Closures:

Christmas: City Hall will be closed beginning at noon on December 23 and will reopen for regular business hours on December 27. The Library will be open 10:00 a.m.-1:00 p.m. on December 24 and closed on December 25 and 26. The Aquatic Center will be closed December 24 and 25.

Transit Services will be closed December 25

COUNCIL MEETING MINUTES

DECEMBER 12, 2022

New Year: City Hall and the Library will be closed on January 2. Transit Services will be closed January 1. The Aquatic Center will be closed 9:00 a.m. – 1:00 p.m. on December 31

The Mayor announced that the City Council meeting scheduled for December 26, 2022, has been cancelled. The next City Council meeting will take place on January 9, 2023, at 7:00 p.m.

APPOINTMENTS

Mayor Lonergan stated that he would like to appointment Eric Morris to the vacant Ward VI seat. **Carney/Schaub...** appointment Eric Morris to Ward VI. The motion passed unanimously.

City Recorder Pierson administered the oath of office to Eric Morris and he took his seat at the dais.

CONSENT AGENDA

- A. Woodburn City Council Meeting minutes of November 14, 2022,
- B. Appointment of Acting City Attorney,
- C. Certified Election Results – November 8, 2022 General Election,
- D. Crime Statistics through October 2022,
- E. Building Activity for November 2022.

Carney/Cabrales.... adopt the Consent Agenda. The motion passed unanimously.

COUNCIL BILL NO. 3200 - A RESOLUTION AUTHORIZING THE TRANSFER OF APPROPRIATIONS WITHIN THE INFORMATION TECHNOLOGY FUND FOR THE FISCAL YEAR 2022-2023

Carney introduced Council Bill No. 3200. City Recorder Pierson read the bill by title only since there were no objections from the Council. Finance Director Turley provided a staff report. On roll call vote for final passage, the bill passed unanimously. Mayor Lonergan declared Council Bill No. 3200 duly passed.

COUNCIL BILL NO. 3201 - A RESOLUTION OF THE CITY OF WOODBURN, OREGON AUTHORIZING ITS SUPPORT OF THE OREGON MAYORS ASSOCIATION'S TASKFORCE ON HOMELESSNESS'S PROPOSAL TO PARTNER WITH THE STATE TO FUND LOCAL HOMELESSNESS RESPONSE AND PREVENTION PROGRAMS TO ADDRESS OREGON'S CRISIS OF THE UNHOUSED

Carney introduced Council Bill No. 3201. City Recorder Pierson read the bill by title only since there were no objections from the Council. City Administrator Derickson provided a staff report. On roll call vote for final passage, the bill passed unanimously. Mayor Lonergan declared Council Bill No. 3200 duly passed.

AWARD A CONTRACT FOR SOFTWARE (CITYWORKS) AND IMPLEMENTATION SERVICES TO AZTECA SYSTEMS, LLC, AND TIMMONS GROUP, INC.

Public Works Director Stultz provided a staff report. **Carney/Cornwell...** award a Contract for software and implementation services for the Asset Management software (Cityworks) to Azteca Systems, LLC, and Timmons Group, Inc. in the amount of \$270,590, and authorize the City Administrator to sign the Agreement. The motion passed unanimously.

LEASING SPECIALISTS, LLC. CONTRACT AWARD

Deputy Police Chief Millican provided a staff report. **Carney/Swanson...**award a police vehicle

COUNCIL MEETING MINUTES

DECEMBER 12, 2022

lease contract to Leasing Specialists, LLC. in the amount of \$337,168.53 (total contract price over the next four years) and authorize the City Administrator to sign the police vehicle lease contract. The motion passed unanimously.

INITIATION OF QUASI-JUDICIAL APPLICATION FOR ANNEXATION OF PUBLIC RIGHT-OF-WAY AT THE INTERSECTION OF PARR ROAD AND BUTTEVILLE ROAD

Community Development Director Kerr provided a staff report. **Carney/Schaub...** authorize staff to prepare and file a land use application on behalf of the City for Annexation (ANX) and Zoning Designation (rezoning to SWIR) for portions of right-of-way (ROW) around Butteville Road and Parr Road. The motion passed unanimously.

VEHICLE PURCHASE PRICE INCREASE

Assistant City Administrator Row provided a staff report. **Carney/Cornwell...** authorize the City Administrator to accept a purchase price increase for two Cut-A-Way vehicles from Creative Bus Sales. The new purchase price will be \$344,640, an increase of \$62,376 above the original, authorized purchase amount of \$282,264. The motion passed unanimously.

BRIEFING ON THE COMMUNITY DEVELOPMENT DIRECTOR'S APPROVAL OF A PRELIMINARY PARTITION AND STREET EXCEPTION APPLICATION PACKAGE FOR 3099 N. PACIFIC HWY (PAR 22-03 & EXCP 22-08)

The Council declined to call this item up.

BRIEFING ON THE PLANNING COMMISSION DECISION REGARDING A DESIGN REVIEW, STREET EXCEPTION, AND VARIANCE APPLICATION PACKAGE FOR "WOODBURN II ASSISTED LIVING FACILITY" AT 2355 N. BOONES FERRY RD (DR 22-03, EXCP 22-02, & VAR 22-04)

The Council declined to call this item up.

BRIEFING ON THE PLANNING COMMISSION DECISION REGARDING A DESIGN REVIEW AND STREET EXCEPTION APPLICATION PACKAGE FOR "UNITUS COMMUNITY CREDIT UNION" AT 2951 STACY ALLISON WAY (DR 22-13 & EXCP 22-10)

The Council declined to call this item up.

CITY ADMINISTRATOR'S REPORT

The City Administrator reported the following:

- The microphones in Council Chambers have been adjusted and seem to be working better.
- Meeting with the Mayor and working on onboarding him. If anyone is interested in the onboarding Council Packet or would like to go through it and review it with him, please let him know.
- The City has been notified by Oregon Housing Community Services that in regards to rent burdened homes, we are now under the threshold for reporting.

MAYOR AND COUNCIL REPORTS

Mayor Lonergan stated that he would like to have a work session for City Council and spend half a day on Council roles and then another half of day to establish goals. City Administrator Derickson stated that they are working on having Portland State University, the Hatfield School

COUNCIL MEETING MINUTES DECEMBER 12, 2022

of Government assist the City with the work sessions.

Councilor Cornwell stated that she looks forward to working with everyone.

Councilor Cabrales wished everyone a Happy Holiday and a Happy New Year.

Councilor Carney echoed the sentiments of both Councilor Cabrales and Councilor Cornwell.

Councilor Schaub stated that she enjoyed the training at the Mark O Hatfield center. She added that she looks forward to working as a team with the Council and that she is excited to have Councilor Morris back. She wished everyone a Happy Holiday and a Happy New Year.

Councilor Morris thanked the Council for their hard work over the years. He added that he looks forward to being back on the Council. He wished everyone a Happy Holidays.

Mayor Lonergan stated that he looks forward to working with this team. He asked that people be careful as Covid is still out there and there are a lot of other illnesses going around right now.

EXECUTIVE SESSION

Mayor Lonergan entertained a motion to adjourn into executive session under the authority of ORS 192.660 (2)(h) and ORS 192.660 (2)(f). **Carney/Schaub**... move into executive session under the authority of ORS 192.660 (2)(h) and ORS 192.660 (2)(f). The motion passed unanimously. The Council adjourned into executive session at 8:24 p.m. and reconvened at 9:01 p.m. Mayor Lonergan stated that no action was taken by the Council while in executive session.

ADJOURNMENT

Swanson/Cabrales...Mayor Lonergan adjourned the meeting at 9:01 p.m.

APPROVED _____
FRANK LONERGAN, MAYOR

ATTEST _____
Heather Pierson, City Recorder
City of Woodburn, Oregon

**EXECUTIVE SESSION MINUTES
DECEMBER 12, 2022**

DATE COUNCIL CHAMBERS, CITY HALL, CITY OF WOODBURN, COUNTY OF MARION, STATE OF OREGON, DECEMBER 12, 2022

CONVENED The meeting convened at 8:27 p.m. with Mayor Lonergan presiding.

ROLL CALL

Mayor Lonergan	Present
Councilor Carney	Present
Councilor Cornwell	Present
Councilor Schaub	Present
Councilor Swanson	Present
Councilor Morris	Present
Councilor Cabrales	Present

Mayor Lonergan reminded Councilors and staff that information discussed in executive session is not to be discussed with the public.

Staff Present: City Administrator Derickson, City Attorney Shields, Economic Development Director Johnk, Special Projects Director Wakely, Community Services Director Cuomo, Assistant City Administrator Row, City Recorder Pierson

Others in attendance: Attorney Kevin Shuba, Garrett Hemann Robertson PC

The executive session was called:

To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed pursuant to ORS 192.660 (2)(h).

To consider records that are exempt by law from public inspection pursuant to ORS 192.660 (2)(f).

ADJOURNMENT

The executive session adjourned at 8:59 p.m.

APPROVED _____
Frank Lonergan, Mayor

ATTEST _____
Heather Pierson, City Recorder
City of Woodburn, Oregon



Agenda Item

January 09, 2023

TO: Honorable Mayor and City Council through City Administrator

FROM: Curtis Stultz, Public Works Director

SUBJECT: **Acceptance of Three Public Easements at 2230 & 2400 N. Pacific Highway, Woodburn, OR 97071 (Tax Lot 051W08A005000)**

RECOMMENDATION:

Authorize the acceptance of three public easements granted by La Morenita Tortilleria Inc., owner of the property located at 2230 & 2400 N. Pacific Highway, Woodburn, OR 97071 (Tax Lot 051W08A005000).

BACKGROUND:

The property owner is required to provide to the City of Woodburn, public easements in order to satisfy the conditions of approval of Design Review (DR 2020-05 & PLA 2020-03).

DISCUSSION:

The first easement is a 35-foot wide public access and utility easement along the north property line as shown in the attached corresponding exhibit. This public utility easement provides a permanent easement and right-of-way to construct, reconstruct, operate, and maintain public access and public utilities.

The second easement is a variable width public utility easement along the northwesterly property line adjacent to Pacific Highway 99E as shown in the attached corresponding exhibit. This public utility easement provides a perpetual and permanent easement and right-of-way to construct, reconstruct, operate, and maintain public utilities.

The third easement is a variable width water line easement within the property as shown in the attached corresponding exhibit. This public utility easement provides a permanent easement and right-of-way to construct, reconstruct, operate, and maintain water mains and appurtenances on the described land.

Agenda Item Review: City Administrator ___x___ City Attorney ___x___ Finance ___x___

FINANCIAL IMPACT:

There is no cost to the City for the Easements being granted.

Attachments

A copy of the three aforementioned easement documents are included as Exhibits "A" and Exhibits "B" for each dedication.

AFTER RECORDING RETURN TO:

City of Woodburn
Woodburn City Recorder
270 Montgomery Street
Woodburn, OR 97071

File No.: DR 2020-05 & PLA 2020-03

Project: La Morenita Tortilla Bakery

Address: 2400 N. Pacific Hwy

Tax Lot: 051W08A-5000

GRANTOR:

La Morenita Tortilleria Inc.
270 Grant Street
Woodburn OR 97071

CITY OF WOODBURN, OREGON

**PUBLIC ACCESS AND UTILITY EASEMENT
(Permanent)**

La Morenita Tortilleria Inc. ("GRANTOR"), grants to the CITY OF WOODBURN, OREGON ("CITY") a permanent easement and right-of-way, including the permanent right to construct, reconstruct, operate, and maintain public access and utilities over and across GRANTOR's property on the following described land:

See attached Exhibit "A" Legal Description of Permanent Easement and attached Exhibit "B" Sketch for Legal Description of Permanent Easement, which are by this reference incorporated herein.

The true and actual consideration of this conveyance is zero dollars (\$0.00) and other valuable consideration, the receipt and sufficiency of which is hereby acknowledged by GRANTOR.

The Easement and all rights granted herein shall perpetually encumber the property.

GRANTOR reserves the right to use the surface of the land for any purpose that will not be inconsistent or interfere with the use of the easement by the CITY. No building, permanent structures, or fences shall be placed upon, under or within the property subject to the foregoing easement during the term thereof without the written permission of the CITY.

The CITY has no maintenance responsibilities for the easement granted herein, however, should it complete any maintenance or repair work that may result in disturbance to the surface of the easement area and any associated landscaping and vegetation, the CITY shall promptly restore the surface of the property and any associated landscaping and vegetation to its original condition.

CITY hereby agrees to indemnify, defend and hold harmless GRANTOR from and against any liens, claims, liability and costs (including court costs and reasonable attorney and witness fees) arising from or in connection with entry onto or activities on the property pursuant to this easement by CITY or any party affiliated with CITY.

GRANTOR covenants to CITY that GRANTOR is lawfully seized in fee simple of the above-granted premises, subject only to those encumbrances of public record, and that GRANTOR and their heirs and personal representatives shall warrant and forever defend the said premises and every part thereof to CITY against the lawful claims and demands of all persons claiming by, though, or under GRANTOR.

DATED THIS 4th DAY OF January, 2023

La Morenita Tortillera Inc., a Corporation

By: Miguel Diaz Viramontes

Name: Miguel Diaz Viramontes

Title: President

CORPORATE ACKNOWLEDGEMENT

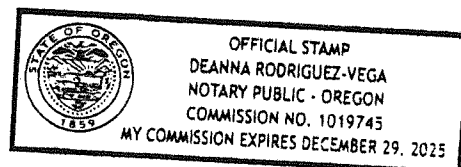
State of Oregon)
) ss.
County of Marion)

This instrument was acknowledged before me on this 4th day of January, 2023
(day) (month) (year)

by Miguel Diaz Viramontes, as President
(Signer's Name) (Title; write N/A if not applicable)

of La Morenita Tortilleria Inc.
(Name of Entity of whose behalf record is executed; write N/A if not applicable)

Deanna Rodriguez Vega
Notary Public for Oregon
My Commission Expires Dec. 29, 2025



CITY OF WOODBURN
270 Montgomery Street
Woodburn, OR 97071

(Grantee's Name and Address)

By Signature below, the City of Woodburn, Oregon
Approves and Accepts this Conveyance Pursuant to
ORS 93.808.

City Recorder:

By: Heather Pierson

EXHIBIT "A"

**35 FOOT WIDE ACCESS AND PUBLIC UTILITY EASEMENT
CITY OF WOODBURN CASE FILE NO. DR 2020-05 & PLA 2020-03
LOCATED IN LOT 1, AND LOT 2 OF "WOODBURN FRUIT FARMS",
N.E. 1 /4 OF SECTION 8, TOWNSHIP 5 SOUTH, RANGE 1 WEST, WILLAMETTE MERIDIAN,
CITY OF WOODBURN, MARION COUNTY, OREGON
DATE: DECEMBER 15, 2022**

GRANTOR: La Morenita Tortilleria Inc.
270 Grant Street
Woodburn OR 97071

GRANTEE: City of Woodburn, Oregon

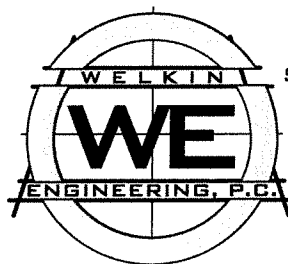
A 35 FOOT WIDE ACCESS AND PUBLIC UTILITY EASEMENT LOCATED IN LOTS 1 AND 2 OF THE DULY RECORDED PLAT OF "WOODBURN FRUIT FARMS", RECORDED IN VOLUME 2, PAGE 20, MARION COUNTY BOOK OF TOWN PLATS, BEING THE NORTH 35 FEET OF THAT TRACT OF LAND CONVEYED TO La MORENITA TORTILLERIA, INC., OCTOBER 17, 2016 BY DEED RECORDED IN REEL 3871, PAGE 471, MARION COUNTY DEED RECORDS, IN THE NORTHEAST 1/4 OF SECTION 8, TOWNSHIP 5 SOUTH, RANGE 1 WEST OF THE WILLAMETTE MERIDIAN, CITY OF WOODBURN, COUNTY OF MARION, STATE OF OREGON, MORE PARTICULARLY DESCRIBED AS FOLLOWS;

BEGINNING AT THE NORTHEAST CORNER OF SAID La MORENITA TORTILLERIA INC. TRACT, SAID POINT BEING THE NORTHEAST CORNER OF LOT 2 AND THE NORTHWEST CORNER OF LOT 3 OF "WOODBURN FRUIT FARMS"; THENCE S1°34'45"W ALONG THE EAST LINE OF LOT 2 A DISTANCE OF 35.00 FEET; THENCE N88°12'59"W PARALLEL WITH THE NORTH LINE OF SAID LOT 2 A DISTANCE OF 414.24 FEET TO THE SOUTHEASTERLY RIGHT OF WAY LINE OF PACIFIC HIGHWAY 99E (VARIABLE WIDTH RIGHT OF WAY); THENCE N32°50'59"E ALONG SAID RIGHT OF WAY LINE A DISTANCE OF 40.47 FEET TO A 5 /8" IRON ROD FOUND AT ENGINEERS STATION 1659+25 40 FEET LEFT; THENCE CONTINUING ALONG SAID PACIFIC HIGHWAY 99E RIGHT OF WAY LINE N33°45'59"E A DISTANCE OF 0.39 FEET TO THE NORTHWEST CORNER OF SAID La MORENITA TRACT AND A POINT ON THE NORTH LINE OF LOT 2 OF "WOODBURN FRUIT FARMS"; THENCE S88°12'59"E ALONG THE NORTH LINE THEREOF A DISTANCE OF 393.03 FEET TO THE POINT OF BEGINNING. CONTAINING 14,126 SF MORE OR LESS.

REGISTERED
PROFESSIONAL
LAND SURVEYOR

OREGON
JANUARY 15, 1987
DAN SPORER
2266

EXPIRES: 06-30-24



ENGINEERING
SURVEYING • PLANNING
25260 SW PARKWAY AVE., SUITE G
WILSONVILLE, OR 97070
TEL: (503) 598-1866
FAX: (503) 598-1868

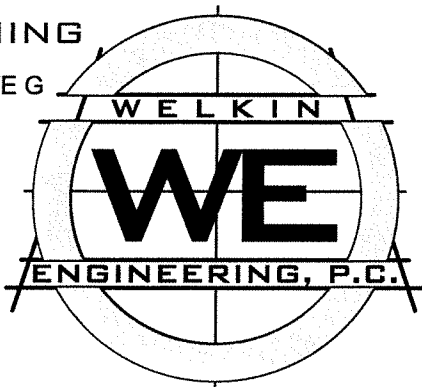
ekc@welkinpc.com
www.WELKINPC.com

NO SCALE

POINT OF BEGINNING
N.E. CORNER LOT 2
WOODBURN FRUIT FARMS



25260 SW PARKWAY AVE., SUITE G
WILSONVILLE, OR 97070
TEL: (503) 598-1866
FAX: (503) 598-1868
ekc@WelkinPC.com
www.WelkinPC.com



After recording, return to:
Woodburn City Recorder.
270 Montgomery Street
Woodburn OR 97071

File No.: DR 2020-05 & PLA 2020-03
Project: La Morenita Tortilla Bakery
Address: 2400 N. Pacific Hwy
Tax Lot: 051W08A-5000

GRANTOR:
La Morenita Tortilleria Inc.
270 Grant Street
Woodburn OR 97071

CITY OF WOODBURN, OREGON PUBLIC UTILITY EASEMENT

La Morenita Tortilleria Inc., ("**GRANTOR**"), hereby grants unto the City of Woodburn, a municipal corporation of the State of Oregon, hereinafter called *CITY*, a perpetual and permanent Variable Width Public Utility Easement and right-of-way, including the right to construct, reconstruct, operate, and maintain franchise utilities as described on Exhibit "A" and depicted on Exhibit "B", attached and incorporated by reference.


GRANTOR reserves the right to use the surface of the land for any purpose that will not be inconsistent or interfere with the use of the easement by *CITY*. No building or utility shall be placed upon, under, or within the property subject to the foregoing easement during the term thereof, however, without the written permission of *CITY*.

Upon completion of the construction, *CITY* shall restore the surface of the property to its original condition and shall indemnify and hold *GRANTOR* harmless against any and all loss, cost, or damage arising out of the exercise of the rights granted herein.


The true consideration of this conveyance is (\$0), and other valuable consideration, the receipt of which is acknowledged by *GRANTOR*.

GRANTOR covenants to *CITY* that *GRANTOR* is lawfully seized in fee simple of the above granted premises, free from all encumbrances and that *GRANTOR* and their heirs and personal representatives shall warrant and forever defend the said premises and every part thereof to *CITY* against the lawful claims and demands of all persons claiming by, through, or under *GRANTOR*.

DATED this 4 day of January, 2023

La Morenita Tortilleria Inc.
By: 
Miguel Diaz Viramontes, President

State of Oregon)
)ss
County of Marion)


Notary Public—State of Oregon
My commission expires: Dec. 29, 2025

OFFICIAL STAMP
DEANNA RODRIGUEZ-VEGA
NOTARY PUBLIC - OREGON
COMMISSION NO. 1019745
MY COMMISSION EXPIRES DECEMBER 29, 2025

Heather Pierson

EXHIBIT "A"

**VARIABLE WIDTH PUBLIC UTILITY EASEMENT
CITY OF WOODBURN CASE FILE NO. DR 2020-05 & PLA 2020-03
LOCATED IN LOT 1, AND LOT 2 OF "WOODBURN FRUIT FARMS",
N.E. 1 /4 OF SECTION 8, TOWNSHIP 5 SOUTH, RANGE 1 WEST, WILLAMETTE MERIDIAN,
CITY OF WOODBURN, MARION COUNTY, OREGON
DATE: DECEMBER 15, 2022**

GRANTOR: La Morenita Tortilleria Inc.
270 Grant Street
Woodburn OR 97071

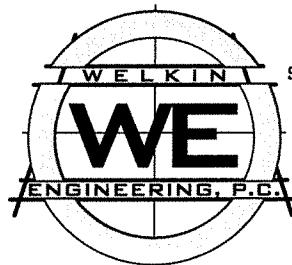
GRANTEE: City of Woodburn, Oregon

A VARIABLE WIDTH PUBLIC UTILITY EASEMENT LOCATED IN LOTS 1 AND 2 OF "WOODBURN FRUIT FARMS", RECORDED IN VOLUME 2, PAGE 20, MARION COUNTY BOOK OF TOWN PLATS, BEING A PORTION OF THAT TRACT OF LAND CONVEYED TO La MORENITA TORTILLERIA, INC., OCTOBER 17, 2016 BY DEED RECORDED IN REEL 3871, PAGE 471, MARION COUNTY DEED RECORDS, IN THE NORTHEAST 1/4 OF SECTION 8, TOWNSHIP 5 SOUTH, RANGE 1 WEST OF THE WILLAMETTE MERIDIAN, CITY OF WOODBURN, COUNTY OF MARION, STATE OF OREGON, MORE PARTICULARLY DESCRIBED AS FOLLOWS;

BEGINNING AT A 5/8" IRON ROD WITH ALUMINUM CAP "WELKIN ENGINEERING PC" AT THE NORTHWEST CORNER OF SAID La MORENITA TORTILLERIA INC. TRACT, SAID POINT BEING ON THE SOUTHEASTERLY RIGHT OF WAY OF PACIFIC HIGHWAY 99E, 40.00 FEET FROM CENTERLINE AND BEARS N88°12'59"W 393.03 FEET FROM THE NORTHEAST CORNER OF LOT 2 OF "WOODBURN FRUIT FARMS"; THENCE S88°12'59"E ALONG THE NORTH LINE THEREOF A DISTANCE OF 17.61 FEET; THENCE S32°23'53"W 206.38 FEET TO THE SOUTHWESTERLY LINE OF SAID La MORENITA TORTILLERIA TRACT; THENCE N56°14'01"W 16.43 FEET TO A POINT ON THE SOUTHEASTERLY RIGHT OF WAY OF SAID HIGHWAY 99E (VARIABLE WIDTH RIGHT OF WAY) THENCE N32°37'14"E 71.63 FEET TO ENGINEERS STATION 1660+50 42 FEET LEFT; THENCE CONTINUING ALONG SAID PACIFIC HIGHWAY 99E RIGHT OF WAY LINE N32°50'59"E 125.01 FEET TO ENGINEERS STATION 1659+25 40 FEET LEFT; THENCE N33°45'59"E A DISTANCE OF 0.39 FEET TO THE NORTHWEST CORNER OF SAID La MORENITA TRACT AND THE POINT OF BEGINNING. CONTAINING 3,201 SQUARE FEET MORE OR LESS.



EXPIRES: 06-30-24



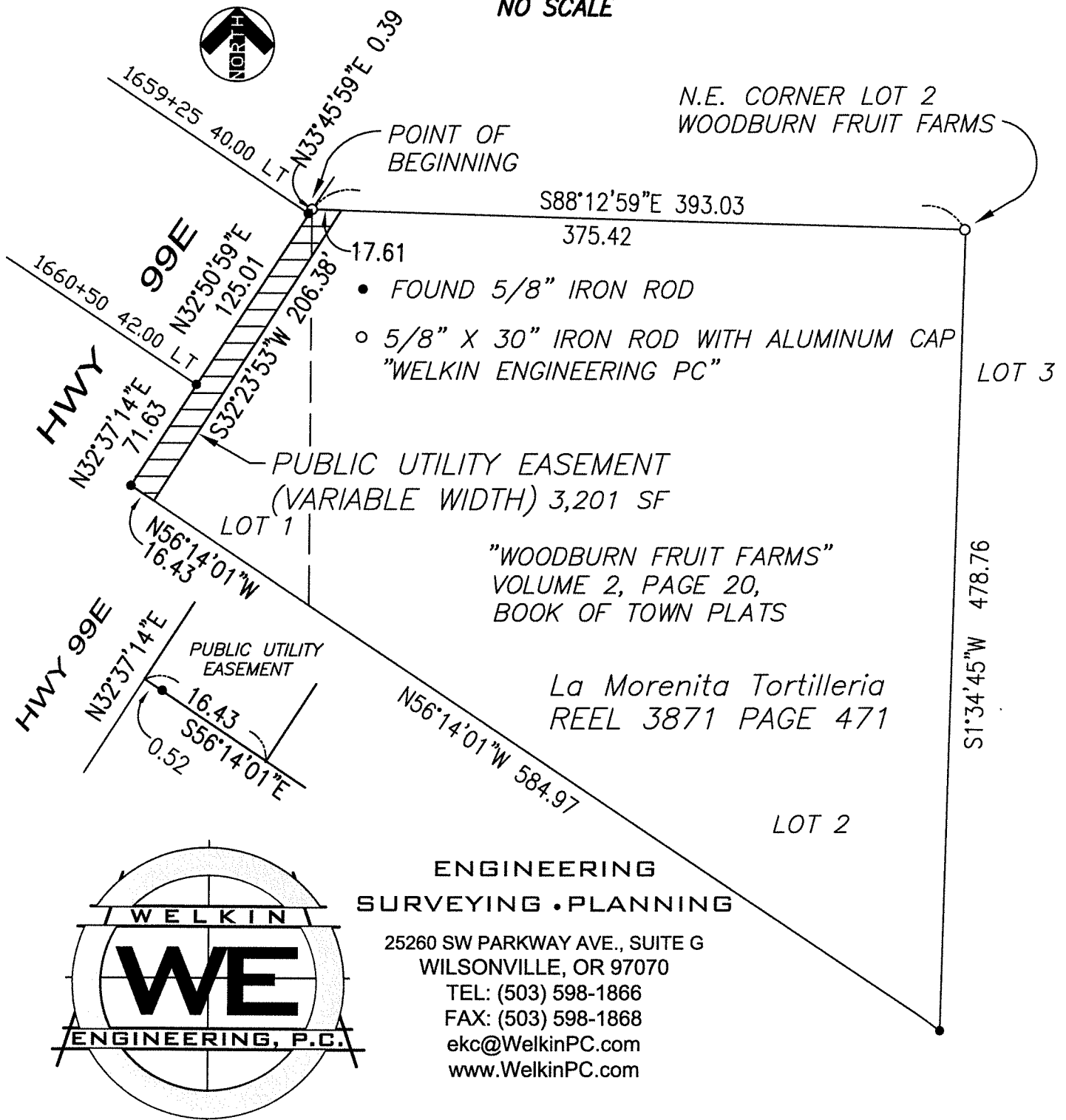
ENGINEERING
SURVEYING • PLANNING

25260 SW PARKWAY AVE., SUITE G
WILSONVILLE, OR 97070
TEL: (503) 598-1866
FAX: (503) 598-1868

ekc@welkinpc.com
www.WELKINPC.com

EXHIBIT "B"

VARIABLE WIDTH PUBLIC UTILITY EASEMENT
CITY OF WOODBURN CASE FILE NO. DR 2020-05 & PLA 2020-03
LOCATED IN LOT 1, AND LOT 2 OF "WOODBURN FRUIT FARMS",
N.E. 1 /4 OF SECTION 8, TOWNSHIP 5 SOUTH, RANGE 1 WEST, WILLAMETTE MERIDIAN,
CITY OF WOODBURN, MARION COUNTY, OREGON
DATE: DECEMBER 15, 2022
NO SCALE



AFTER RECORDING RETURN TO:

City of Woodburn
Woodburn City Recorder
270 Montgomery Street
Woodburn, OR 97071

CITY OF WOODBURN, OREGON

**PUBLIC WATERLINE EASEMENT
(Permanent)**

La Morenita Tortilleria Inc. ("GRANTOR"), grants to the CITY OF WOODBURN, OREGON ("CITY") a permanent easement and right-of-way, including the permanent right to construct, reconstruct, operate, and maintain a public water main over and across GRANTOR's property on the following described land:

See attached Exhibit "A" Legal Description of Permanent Easement and attached Exhibit "B" Sketch for Legal Description of Permanent Easement, which are by this reference incorporated herein.

The true and actual consideration of this conveyance is zero dollars (\$0.00) and other valuable consideration, the receipt and sufficiency of which is hereby acknowledged by GRANTOR.

The Easement and all rights granted herein shall perpetually encumber the property.

GRANTOR reserves the right to use the surface of the land for any purpose that will not be inconsistent or interfere with the use of the easement by the CITY. No building, permanent structures, or fences shall be placed upon, under or within the property subject to the foregoing easement during the term thereof without the written permission of the CITY.

The CITY has no maintenance responsibilities for the easement granted herein, however, should it complete any maintenance or repair work that may result in disturbance to the surface of the easement area and any associated landscaping and vegetation, the CITY shall promptly restore the surface of the property and any associated landscaping and vegetation to its original condition.

CITY hereby agrees to indemnify, defend and hold harmless GRANTOR from and against any liens, claims, liability and costs (including court costs and reasonable attorney and witness fees) arising from or in connection with entry onto or activities on the property pursuant to this easement by CITY or any party affiliated with CITY.

GRANTOR covenants to CITY that GRANTOR is lawfully seized in fee simple of the above-granted premises, subject only to those encumbrances of public record, and that GRANTOR and their heirs and personal representatives shall warrant and forever defend the said premises and every part thereof to CITY against the lawful claims and demands of all persons claiming by, through, or under GRANTOR.

DATED THIS 4th DAY OF January, 2023

La Morenita Tortillera Inc., a Corporation

By: Miguel Diaz
Name: Miguel Diaz Viramontes

Title: President

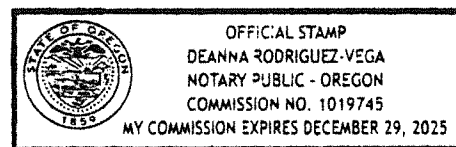
CORPORATE ACKNOWLEDGEMENT

State of Oregon)
County of Marion) ss.
)

This instrument was acknowledged before me on this 4th day of January, 2023
(day) (month) (year)
by Miguel Diaz Viramontes, as President
(Signer's Name) (Title; write N/A if not applicable)

of La Morenita Tortilleria Inc.
(Name of Entity of whose behalf record is executed; write N/A if not applicable)

Durbin Vega
Notary Public for Oregon
My Commission Expires Dec. 29, 2025



CITY OF WOODBURN
270 Montgomery Street
Woodburn, OR 97071

(Grantee's Name and Address)

By Signature below, the City of Woodburn, Oregon
Approves and Accepts this Conveyance Pursuant to
ORS 93.808.

City Recorder:

By: Heather Pierson

EXHIBIT "A"

**VARIABLE WIDTH WATER LINE EASEMENT
CITY OF WOODBURN CASE FILE NO. DR 2020-05 & PLA 2020-03
LOCATED IN LOT 1, AND LOT 2 OF "WOODBURN FRUIT FARMS",
N.E. 1 /4 OF SECTION 8, TOWNSHIP 5 SOUTH, RANGE 1 WEST, WILLAMETTE MERIDIAN,
CITY OF WOODBURN, MARION COUNTY, OREGON
DATE: DECEMBER 15, 2022**

GRANTOR: La Morenita Tortilleria Inc.
270 Grant Street
Woodburn OR 97071

GRANTEE: City of Woodburn, Oregon

A VARIABLE WIDTH WATER LINE EASEMENT LOCATED IN LOTS 1 AND 2 OF THE DULY RECORDED PLAT OF "WOODBURN FRUIT FARMS", RECORDED IN VOLUME 2, PAGE 20, MARION COUNTY BOOK OF TOWN PLATS, BEING A PORTION OF THAT TRACT OF LAND CONVEYED TO La MORENITA TORTILLERIA, INC., OCTOBER 17, 2016 BY DEED RECORDED IN REEL 3871, PAGE 471, MARION COUNTY DEED RECORDS, IN THE NORTHEAST 1/4 OF SECTION 8, TOWNSHIP 5 SOUTH, RANGE 1 WEST OF THE WILLAMETTE MERIDIAN, CITY OF WOODBURN, COUNTY OF MARION, STATE OF OREGON, THE CENTERLINE OF WHICH IS MORE PARTICULARLY DESCRIBED AS FOLLOWS;

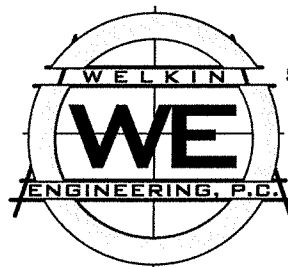
COMMENCING AT THE NORTHWEST CORNER OF SAID La MORENITA TORTILLERIA INC. TRACT, SAID POINT BEING ON THE SOUTHEASTERLY RIGHT OF WAY LINE OF PACIFIC HIGHWAY 99E, 40 FEET FROM CENTER LINE, SAID POINT BEARS N88°12'59"W 827.47 FEET FROM A 5/8" IRON ROD FOUND MARKING THE NORTHEAST CORNER OF LOT 3, "WOODBURN FRUIT FARMS"; THENCE ALONG SAID SOUTHEASTERLY RIGHT OF WAY LINE S33°45'59"W 0.39 FEET TO A 5/8" IRON ROD AT ENGINEERS STATION 1659+25, 40' LEFT; THENCE CONTINUING ALONG SAID HIGHWAY RIGHT OF WAY LINE S32°50'59"W 16.50 FEET TO THE TRUE POINT OF BEGINNING; THENCE ALONG THE CENTER LINE OF SAID WATERLINE EASEMENT, 8' ON EACH SIDE, S56°54'45"E 24.00 FEET TO A CENTER LINE ANGLE POINT; THENCE S88°22'37"E 8' LEFT AND RIGHT A DISTANCE OF 17' FEET TO AN ANGLE POINT 8 FEET RIGHT AND 20 FEET RIGHT; THENCE CONTINUING ALONG SAID CENTER LINE S88°22'37"E 8' LEFT AND 20' RIGHT, A DISTANCE OF 28.00 FEET TO AN ANGLE POINT 20 FEET RIGHT AND 8 FEET RIGHT; THENCE CONTINUING ALONG THE CENTERLINE OF SAID EASEMENT 8' LEFT AND RIGHT, S88°22'37"E 311.00 FEET; THENCE S1°36'08"W ALONG SAID EASEMENT CENTERLINE, 8' ON EACH SIDE, A DISTANCE OF 189.75 FEET; THENCE N88°22'37"W 8' ON EACH SIDE, A DISTANCE OF 2.00 FEET TO AN ANGLE POINT 8 FEET LEFT AND 35 FEET LEFT; THENCE CONTINUING N88°22'37"W 15.00 FEET TO AN ANGLE POINT 35' LEFT AND 8 FEET LEFT; THENCE CONTINUING ALONG SAID EASEMENT CENTER LINE 8' ON EACH SIDE, N88°22'37"W 340.00 FEET; THENCE N56°16'58"W 121.20 FEET TO A POINT ON SAID EASTERLY RIGHT OF WAY LINE OF PACIFIC HIGHWAY 99E (AS DEPICTED ON MARION COUNTY SURVEY RECORD 33392) THAT BEARS S32°37'14"W 52.81 FEET FROM A 5/8" IRON ROD WITH YELLOW PLASTIC CAP, "AA SURVEYING", FOUND AT ENGINEERS STATION 1660+50 42.00 LEFT.

REGISTERED
PROFESSIONAL
LAND SURVEYOR

Dan Sporer

OREGON
JANUARY 15, 1987
DAN SPORER
2266

EXPIRES: 06-30-24



ENGINEERING
SURVEYING • PLANNING

25260 SW PARKWAY AVE., SUITE G
WILSONVILLE, OR 97070
TEL: (503) 598-1866
FAX: (503) 598-1868

ekc@welkinpc.com
www.WELKINPC.com

EXHIBIT "B"

VARIABLE WIDTH WATER LINE EASEMENT

CITY OF WOODBURN CASE FILE NO. 2020-05 & PLA 2020-03

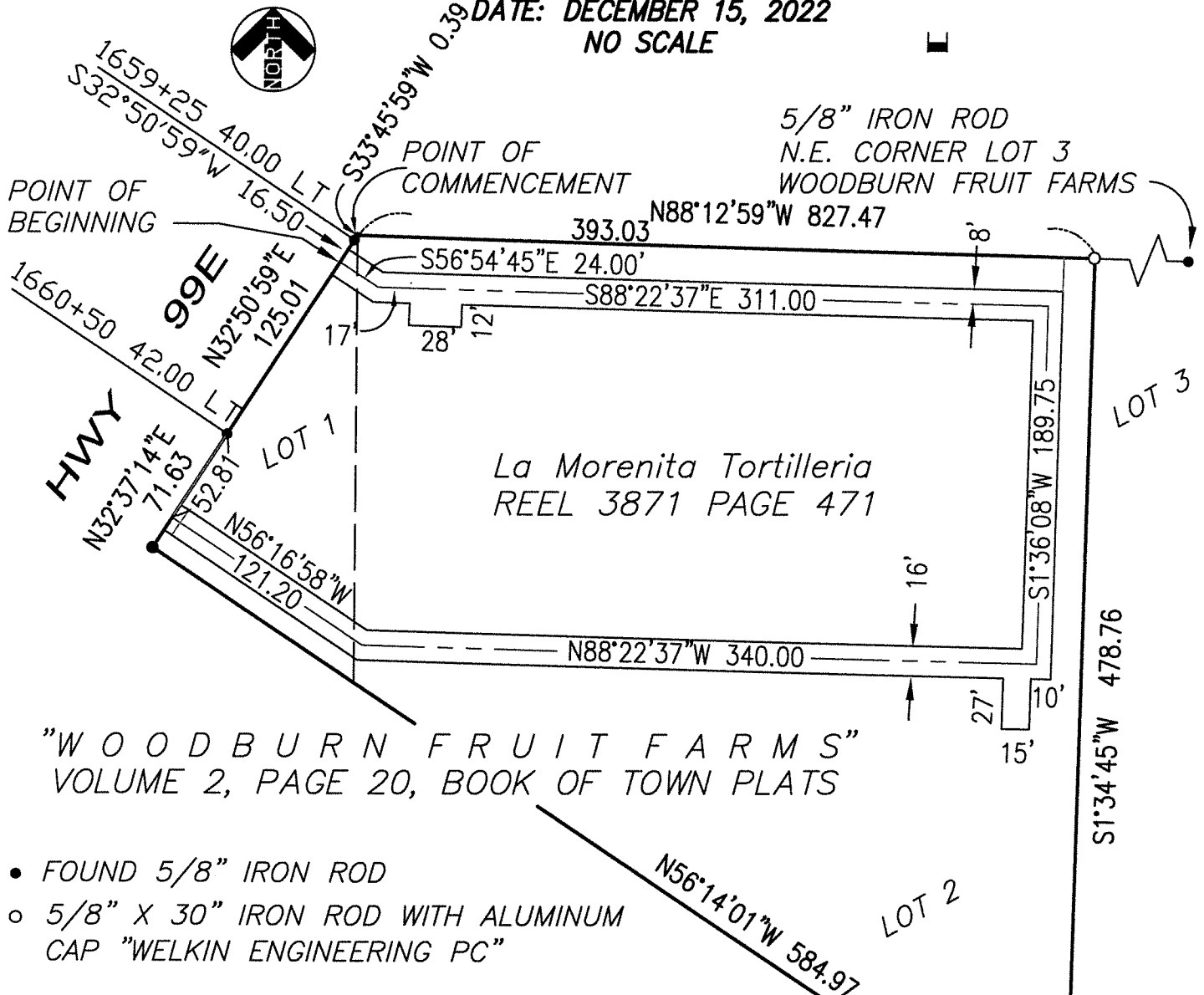
LOCATED IN LOT 1, AND LOT 2 OF "WOODBURN FRUIT FARMS",

N.E. 1 / 4 OF SECTION 8, TOWNSHIP 5 SOUTH, RANGE 1 WEST, WILLAMETTE MERIDIAN

CITY OF WOODBURN, MARION COUNTY, OREGON

DATE: DECEMBER 15, 2022

NO SCALE

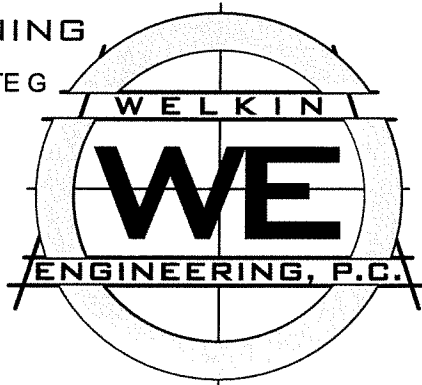


"WOODBURN FRUIT FARMS"
VOLUME 2, PAGE 20, BOOK OF TOWN PLATS

- FOUND 5/8" IRON ROD
- 5/8" X 30" IRON ROD WITH ALUMINUM CAP "WELKIN ENGINEERING PC"

ENGINEERING
SURVEYING • PLANNING

25260 SW PARKWAY AVE., SUITE G
WILSONVILLE, OR 97070
TEL: (503) 598-1866
FAX: (503) 598-1868
ekc@WelkinPC.com
www.WelkinPC.com





Agenda Item

January 09, 2023

TO: Honorable Mayor and City Council through City Administrator
FROM: Curtis Stultz, Public Works Director
SUBJECT: **Acceptance of a Public Easement at 3601 Newberg Highway,
Woodburn, OR 97071 (Tax Lot 052W110000200)**

RECOMMENDATION:

Authorize the acceptance of a public utility easement granted by Woodburn Fellowship Church of the Nazarene, owner of the property located at 3601 Newberg Highway, Woodburn, OR 97071 (Tax Lot 052W110000200).

BACKGROUND:

The property owner is required to provide to the City of Woodburn, a public easement in order to satisfy the conditions of approval of Design Review (DR 21-07, EXCP 21-03, PAR 21-01, PLA 21-01, RCWOD 21-03, & VAR 21-02).

DISCUSSION:

The easement is a variable width public utility easement along the northerly property line adjacent to State Highway 219 as shown in the attached exhibit. This public utility easement provides a perpetual and permanent easement and right-of-way to construct, reconstruct, operate, and maintain public utilities.

FINANCIAL IMPACT:

There is no cost to the City for the Easement being granted.

ATTACHMENTS

A copy of the public utility easement document is included in Exhibit "A" and Exhibit "B".

AFTER RECORDING RETURN TO:

City of Woodburn
Woodburn City Recorder
270 Montgomery Street
Woodburn, OR 97071

CITY OF WOODBURN, OREGON

**PUBLIC UTILITY EASEMENT
(Permanent)**

WOODBURN FELLOWSHIP CHURCH OF THE NAZARENE, an Oregon nonprofit corporation (“GRANTOR”), grants to the CITY OF WOODBURN, OREGON (“CITY”) a permanent easement and right-of-way, including the permanent right to construct, reconstruct, operate, and maintain public utilities on the following described land:

See attached Exhibit “A” Legal Description of Permanent Easement and attached Exhibit “B” Sketch for Legal Description of Permanent Easement, which are by this reference incorporated herein.

The true and actual consideration of this conveyance is \$0.00, and other valuable consideration, the receipt and sufficiency of which is hereby acknowledged by GRANTOR.

The Easement and all rights granted herein shall perpetually encumber the property.

GRANTOR reserves the right to use the surface of the land for any purpose that will not be inconsistent or interfere with the use of the easement by the CITY. No building, permanent structures, or fences shall be placed upon, under or within the property subject to the foregoing easement during the term thereof without the written permission of the CITY.

Upon completion of any maintenance or repair work by the CITY that may result in disturbance to the surface of the easement area and any associated landscaping and vegetation, CITY shall promptly restore the surface of the property and any associated landscaping and vegetation to its original condition.

CITY hereby agrees to indemnify, defend and hold harmless GRANTOR from and against any liens, claims, liability and costs (including court costs and reasonable attorney and witness fees) arising from or in connection with entry onto or activities on the property pursuant to this easement by CITY or any party affiliated with CITY.

GRANTOR covenants to CITY that GRANTOR is lawfully seized in fee simple of the above-granted premises, subject only to those encumbrances of public record, and that GRANTOR and their heirs and personal representatives shall warrant and forever defend the said premises and

every part thereof to *CITY* against the lawful claims and demands of all persons claiming by, though, or under *GRANTOR*.

DATED THIS _____ DAY OF _____, 20____.

**WOODBURN FELLOWSHIP CHURCH OF
THE NAZARENE**, an Oregon nonprofit
corporation

By: _____

Name: _____

Title: _____

By: _____

Name: _____

Title: _____

CORPORATE ACKNOWLEDGEMENT

State of Oregon)
) ss.
County of _____)

This instrument was acknowledged before me on this _____ day of _____, _____,
(day) (month) (year)

by _____, as _____
(Signer's Name) (Title; write N/A if not applicable)

of _____
(Name of Entity of whose behalf record is executed; write N/A if not applicable)

Notary Public for Oregon
My Commission Expires _____

CORPORATE ACKNOWLEDGEMENT

State of Oregon)
) ss.
County of _____)

This instrument was acknowledged before me on this _____ day of _____, _____,
by _____, as _____,
(day) (month) (year)
(Signer's Name) (Title; write N/A if not applicable)
of _____
(Name of Entity of whose behalf record is executed; write N/A if not applicable)

My Commission Expires _____
Notary Public for Oregon

CITY OF WOODBURN
270 Montgomery Street
Woodburn, OR 97071

(Grantee’s Name and Address)

By Signature below, the City of Woodburn, Oregon
Approves and Accepts this Conveyance Pursuant to
ORS 93.808.

City Recorder:

By: _____



1815 NW 169th Place, Suite 2090
Beaverton, OR 97006
Telephone: 503-848-2127

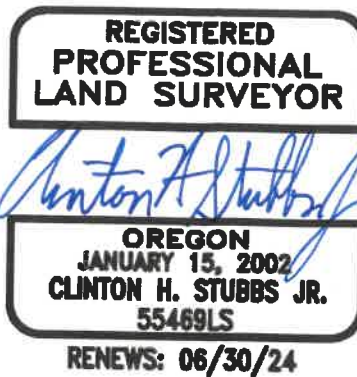


Exhibit A
Public Utility Easement Description
January 4, 2023
NWS Project Number 2277

A variable width easement located in that property conveyed to Woodburn Church of The Nazarene by a deed recorded on November 29, 1973 as Volume 766, Page 227, Marion County Deed Records, located in the southeast one-quarters of Section 11, Township 5 South, Range 2 West, Willamette Meridian, Marion County, Oregon, and being more particularly described as follows:

Commencing at the northeast corner of Lot 1 of "I-5 Logistics Center" as shown by the map thereof recorded as S48-002 in Marion County Survey Records, said point also being the northwest corner of said Woodburn Church of the Nazarene property, and also being on the southerly right-of-way line of State Highway 219 (30.00 feet southerly from the centerline thereof, when measured at right angles), from said point a 1 inch iron pipe bears South 01°34'04" West 0.14 feet; Thence along the west line of said Woodburn Church of The Nazarene property, South 01°34'04" West 42.81 feet to a point of on an arc having a radial bearing of South 11°08'47" East, and the Point of Beginning;

Thence departing said west line, 239.69 feet along the arc of a non-tangent circular curve to the right, having a radius of 1158.00 feet, a delta angle of 11°51'33" and a long chord of North 84°47'00" East 239.26 feet to a point of tangency with a line located 47.50 feet southerly from the centerline of said State Highway 219, when measured at right angles; Thence parallel with and 47.50 feet southerly from the centerline of said State Highway 219, when measured at right angles, South 89°17'14" East 63.28 feet to the east line of said Woodburn Church of The Nazarene property; Thence along the east line of said Woodburn Church of The Nazarene property, South 01°55'16" West 12.50 feet to an angle point in the southerly right-of-way line of said State Highway 219 (60.00 feet southerly from the centerline thereof, when measured at right angles); Thence parallel with and 60.00 feet southerly from the centerline of said State Highway 219, when measured at right angles, North 89°17'14" West 63.01 feet to a point of curvature; Thence 22.67 feet along a tangent circular curve to the left having a radius of 1145.50 feet, a delta angle of 1°08'02", and a long chord of North 89°51'15" West 22.67 feet; Thence along a radial bearing, South 00°25'16" East 11.25 feet; Thence South 89°34'44" West 10.00 feet; Thence North 00°25'16" West 13.71 feet to a point on an arc having a radial bearing of South 00°55'13" East; Thence 207.15 feet along a non-tangent circular curve to the left having a radius of 1148.00 feet, a delta angle of 10°20'20", and a long chord of South 83°54'37" West 206.87 feet to a point on the west line of said Woodburn Church of The Nazarene property; Thence along the west line of said Woodburn Church of The Nazarene property, North 01°34'04" East 10.25 feet to the Point of Beginning.

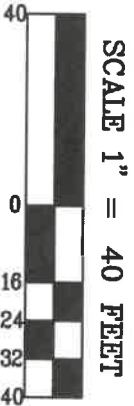
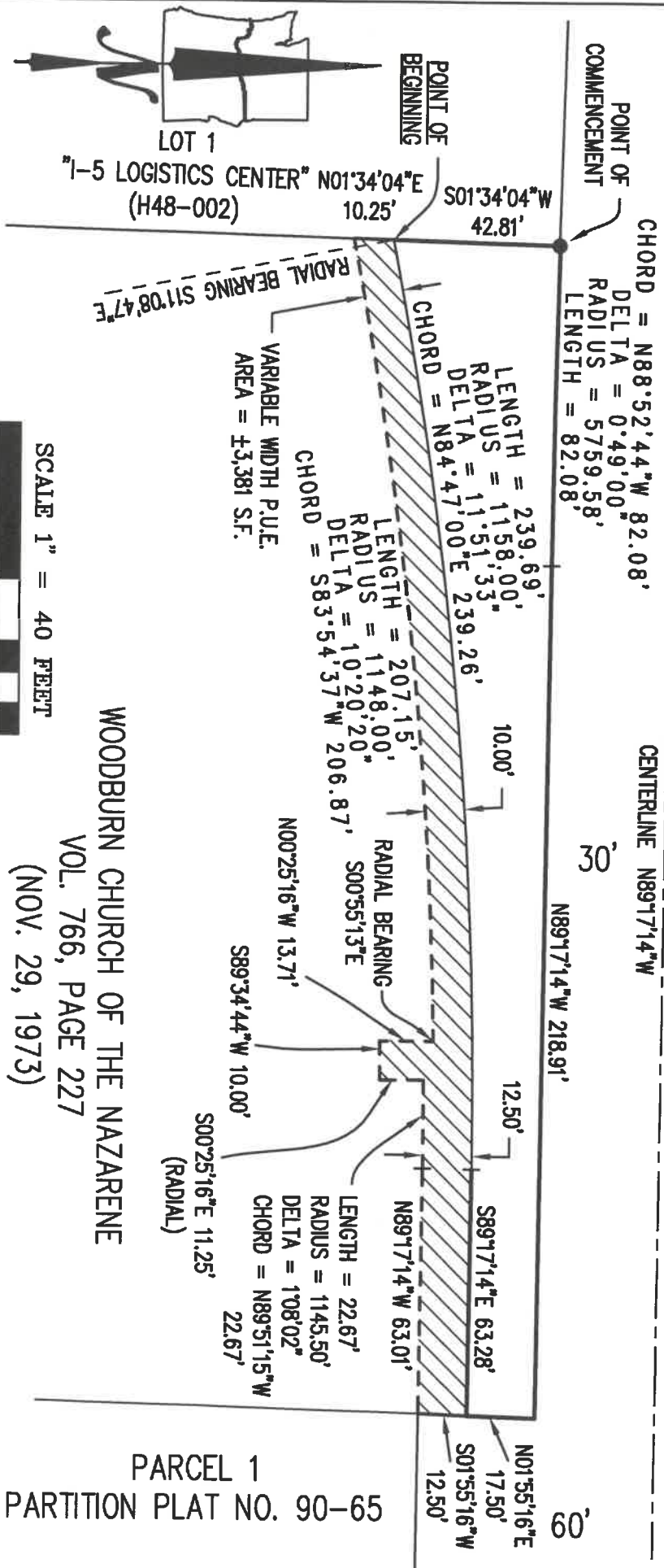
The above described easement contains 3,381 square feet, more or less.

The basis of bearings for this description is the plat of "I-5 Logistics Center" (S48-002).

EXHIBIT B

LOCATED IN THE SE 1/4 OF SECTION 11,
TOWNSHIP 5 SOUTH, RANGE 2 WEST, W.M.,
MARION COUNTY, OREGON,
DATE: JANUARY 4, 2023

CENTERLINE
WILLOW AVENUE



REGISTERED
PROFESSIONAL
LAND SURVEYOR

OREGON
JANUARY 15, 2002
CLINTON H. STUBBS JR.
554691S

RENEWS: 06/30/24

PREPARED FOR:

TRAMMELL CROW COMPANY
1300 SW 5TH AVENUE
SUITE 3350
PORTLAND, OR 97201

JOB NAME: TC WOODBURN

JOB NUMBER: 2277

DRAWING NUMBER: 2277 DEDIC

DRAWN BY: CHS

CHECKED BY: CHS

NORTHWEST
SURVEYING, Inc.

1815 NW 169th PLACE,
SUITE 2090
BEAVERTON, OR 97006
PHONE: 503-848-2127
FAX: 503-848-2179
nwsurveying@nwsurvey.com

Woodburn Police Department

MONTHLY ARRESTS BY OFFENSES

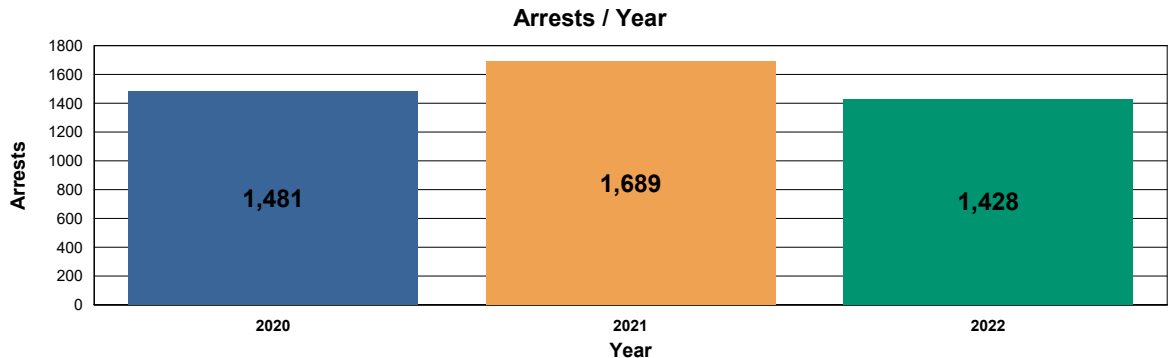
2022 Year to Date

CHARGE DESCRIPTION	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Total
AGGRAVATED ASSAULT	5	0	0	10	2	6	3	2	6	2	3	39
ANIMAL CRUELTY	0	0	0	0	0	0	1	0	2	0	0	3
ANIMAL ORDINANCES	2	9	2	7	4	3	0	3	2	1	4	37
ARSON	0	0	0	0	0	0	1	0	2	0	0	3
ASSAULT SIMPLE	8	7	8	11	12	13	11	11	9	6	10	106
ATTEMPTED MURDER	0	0	0	0	2	0	0	0	0	0	0	2
BURGLARY - BUSINESS	2	2	0	0	0	0	0	0	1	1	1	7
BURGLARY - RESIDENCE	2	1	0	0	0	2	1	0	1	0	1	8
CHILD NEGLECT	0	0	1	0	0	0	1	0	0	0	0	2
CRIME DAMAGE-NO VANDALISM OR ARSON	3	6	1	1	2	4	1	2	3	0	0	23
CURFEW	0	1	0	0	0	0	0	0	0	0	0	1
CUSTODY - MENTAL	2	4	3	2	1	2	3	1	1	1	0	20
DISORDERLY CONDUCT	5	2	1	3	4	6	1	3	8	7	9	49
DRIVING UNDER INFLUENCE	6	8	7	11	9	6	14	8	6	4	8	87
DRUG LAW VIOLATIONS	2	0	3	3	1	5	0	0	1	0	1	16
DWS/REVOKED - FELONY	0	0	0	0	0	2	0	0	0	1	0	3
DWS/REVOKED-MISDEMEANOR	4	2	2	1	1	2	5	0	2	1	2	22
ELUDE	1	2	0	2	0	0	0	1	2	0	1	9
ESCAPE FROM YOUR CUSTODY	0	0	1	0	0	1	0	0	0	1	0	3
EXTORTION/BLACKMAIL	0	0	0	0	0	0	1	0	1	0	0	2
FAIL TO DISPLAY OPERATORS LICENSE	0	0	0	1	0	0	0	0	0	0	0	1
FAILURE TO REGISTER AS SEX OFFENDER	0	0	0	0	0	0	0	1	0	0	1	2
FORCIBLE RAPE	0	0	0	2	0	0	0	0	0	1	0	3
FORGERY/COUNTERFEITING	1	0	0	0	0	0	0	0	0	1	2	4
FRAUD - BY DECEPTION/FALSE PRETENSES	0	1	5	0	0	1	0	1	0	0	0	8
FRAUD - CREDIT CARD/AUTOMATIC TELLER MACHINE	0	0	0	3	1	1	0	0	0	0	0	5
FRAUD - OF SERVICES/FALSE PRETENSES	0	2	0	0	0	0	0	0	0	0	0	2
FUGITIVE ARREST FOR ANOTHER AGENCY	43	38	37	29	30	22	32	36	35	18	57	377
HIT AND RUN FELONY	0	0	0	0	0	0	1	0	0	0	0	1
HIT AND RUN-MISDEMEANOR	1	3	5	2	2	4	4	1	0	0	2	24
IDENTITY THEFT	1	0	0	0	0	1	0	1	0	0	0	3
INTIMIDATION /OTHER CRIMINAL THREAT	8	7	6	3	2	7	10	4	2	3	3	55
INVASION OF PERSONAL PRIVACY	0	0	0	0	0	1	0	0	0	0	0	1
KIDNAP - FOR ADDITIONAL CRIMINAL PURPOSE	0	2	0	0	0	2	0	0	0	0	1	5
KIDNAP - FOR RANSOM	0	0	0	0	0	0	0	0	0	0	1	1
KIDNAP - HI-JACK,TERRORIST	0	0	0	0	0	0	0	0	0	0	1	1
MINOR IN POSSESSION	1	1	0	0	1	0	1	1	0	0	0	5
MISCELLANEOUS	0	0	4	0	0	0	0	0	0	0	0	4
MOTOR VEHICLE THEFT	3	2	3	1	6	0	2	0	0	1	1	19
OTHER	2	0	1	6	2	4	3	2	1	2	2	25
PROPERTY RECOVER FOR OTHER AGENCY	2	0	0	0	0	0	0	0	0	0	0	2
PROVIDE FALSE INFORMATION TO LAW ENFORCEMENT	1	0	0	2	0	1	1	0	1	0	0	6
RECKLESS DRIVING	2	3	5	4	3	2	9	4	6	4	8	50
RECKLESSLY ENDANDERING	2	0	1	0	3	1	5	1	1	1	0	15
RESTRAINING ORDER VIOLATION	2	1	1	2	2	1	0	0	0	0	0	9
ROBBERY - BUSINESS	1	1	0	0	0	0	0	1	0	0	0	3
ROBBERY - CAR JACKING	0	1	0	0	0	0	1	0	0	0	0	2
ROBBERY - CONV.STORE	0	0	0	0	0	0	0	1	0	0	1	2
ROBBERY - OTHER	1	0	0	0	0	0	0	0	1	0	0	2
ROBBERY - RESIDENCE	1	0	0	0	0	0	0	0	0	0	0	1
RUNAWAY	1	0	0	0	1	1	1	1	1	0	0	6
SEX CRIME - CONTRIBUTE TO SEX DELINQUENCY	1	0	0	0	0	0	0	1	0	0	0	2
SEX CRIME - EXPOSER	0	0	0	0	0	0	1	0	0	0	0	1
SEX CRIME - MOLEST (PHYSICAL)	0	0	2	1	0	1	0	0	0	0	0	4

Woodburn Police Department

MONTHLY ARRESTS BY OFFENSES 2022 Year to Date

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Total
SEX CRIME - NON FORCE SODOMY	0	0	0	0	0	0	0	1	0	0	0	1
SEX CRIME - NON-FORCE RAPE	1	0	0	1	0	0	0	1	0	0	0	3
SEX CRIME - OTHER	0	1	0	0	0	0	0	0	0	0	0	1
SEX CRIME - SEXUAL ASSAULT WITH AN OBJECT	0	0	1	0	0	0	0	0	0	0	0	1
STOLEN PROPERTY - RECEIVING,BUYING,POSSESSING	1	0	4	0	0	0	1	0	0	0	0	6
THEFT - BICYCLE	0	0	0	0	0	0	1	0	0	0	0	1
THEFT - BUILDING	2	1	1	0	2	0	0	0	0	0	0	6
THEFT - FROM MOTOR VEHICLE	1	0	0	0	0	0	0	0	0	0	0	1
THEFT - OTHER	4	0	3	2	0	1	1	1	2	1	2	17
THEFT - PICKPOCKET	0	0	0	0	1	1	0	0	0	0	0	2
THEFT - PURSE SNATCH	0	0	0	0	0	0	0	0	0	0	1	1
THEFT - SHOPLIFT	13	2	3	5	9	6	4	15	9	3	8	77
TRAFFIC VIOLATIONS	1	2	0	0	0	0	0	4	2	2	1	12
TRESPASS	3	45	3	2	4	4	3	6	8	2	0	80
UNAUTHORIZED ENTRY INTO MOTOR VEHICLE	2	0	1	0	0	1	0	0	0	1	1	6
VANDALISM	2	38	4	1	2	3	1	1	2	0	2	56
VEHICLE RECOVERD FOR OTHER AGENCY	0	0	0	0	0	0	0	1	0	0	0	1
WEAPON - CARRY CONCEALED	1	0	0	0	0	3	0	1	1	0	0	6
WEAPON - EX FELON IN POSSESSION	2	2	1	1	0	1	0	1	0	0	2	10
WEAPON - OTHER	0	0	1	0	0	0	0	0	0	0	0	1
WEAPON - POSSESS ILLEGAL	7	3	3	5	6	2	6	3	6	1	1	43
WEAPON - SHOOTING IN PROHIBITED AREA	2	0	0	0	0	0	0	0	0	0	0	2
WILLFUL MURDER	0	0	0	0	0	0	0	1	0	0	0	1
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Total
2022 Total	158	200	124	124	115	124	131	123	125	66	138	1,428
2021 Total	173	97	81	272	134	173	207	132	171	108	141	1689
2020 Total	161	139	105	133	149	153	109	144	138	115	135	1481



Woodburn Police Department

MONTHLY CRIMINAL OFFENSES

2022 Year to Date

CHARGE DESCRIPTION	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Total
AGGRAVATED ASSAULT	5	0	3	5	4	10	5	6	4	4	0	46
ANIMAL CRUELTY	0	0	0	0	0	1	1	0	2	0	0	4
ANIMAL ORDINANCES	2	5	3	6	4	3	0	3	2	1	0	29
ARSON	0	0	0	1	0	0	3	1	2	0	0	7
ASSAULT SIMPLE	17	11	12	13	24	18	21	23	19	9	0	167
ATTEMPTED MURDER	0	0	0	0	1	0	0	0	0	0	0	1
BURGLARY - BUSINESS	4	1	0	1	1	2	0	0	3	1	0	13
BURGLARY - OTHER STRUCTURE	1	0	0	1	0	1	0	1	0	0	0	4
BURGLARY - RESIDENCE	3	2	0	0	0	3	1	4	0	2	1	16
CHILD NEGLECT	0	0	1	0	0	0	1	1	0	0	0	3
CRIME DAMAGE-NO VANDALISM OR ARSON	18	9	6	15	4	8	10	11	16	3	0	100
CRIMINAL MISTREATMENT	0	0	1	0	0	0	0	0	1	0	0	2
CURFEW	0	1	0	0	0	0	0	0	0	0	0	1
CUSTODY - MENTAL	2	4	3	2	1	2	3	1	1	1	0	20
DISORDERLY CONDUCT	4	3	2	3	7	8	4	6	7	6	0	50
DRIVING UNDER INFLUENCE	6	8	7	11	9	6	15	8	6	4	0	80
DRUG LAW VIOLATIONS	2	0	2	3	1	2	0	1	2	0	0	13
DWS/REVOKED - FELONY	0	0	0	1	0	2	0	0	0	1	0	4
DWS/REVOKED-MISDEMEANOR	4	2	2	2	1	2	5	1	1	1	0	21
ELUDE	6	1	1	4	2	1	3	4	3	2	0	27
EMBEZZLEMENT	0	0	0	0	0	0	0	0	1	0	0	1
ESCAPE FROM YOUR CUSTODY	0	0	1	0	0	1	0	0	0	1	0	3
EXPLOSIVES	0	0	0	0	0	0	1	0	0	0	0	1
EXTORTION/BLACKMAIL	0	0	0	0	0	0	2	4	0	0	0	6
FAIL TO DISPLAY OPERATORS LICENSE	0	0	0	1	0	0	0	0	0	0	0	1
FAILURE TO REGISTER AS SEX OFFENDER	0	0	0	0	0	0	0	1	0	0	0	1
FORCIBLE RAPE	2	0	4	2	3	2	0	2	0	0	0	15
FORGERY/COUNTERFEITING	2	2	2	1	5	4	2	3	4	1	0	26
FRAUD - BY DECEPTION/FALSE PRETENSES	2	4	8	9	3	7	6	2	8	0	0	49
FRAUD - CREDIT CARD/AUTOMATIC TELLER MACHINE	3	2	0	4	4	1	3	4	4	0	0	25
FRAUD - IMPERSONATION	0	1	2	1	2	0	0	0	0	0	0	6
FRAUD - OF SERVICES/FALSE PRETENSES	1	2	0	0	0	0	0	0	0	0	0	3
FRAUD - WIRE	0	0	0	0	1	0	0	1	2	0	0	4
FRAUD-OTHER	0	0	0	1	0	0	0	0	0	0	0	1
FUGITIVE ARREST FOR ANOTHER AGENCY	25	22	28	18	19	15	24	23	24	11	0	209
GARBAGE LITTERING	0	0	1	0	0	0	0	0	0	0	0	1
HIT AND RUN FELONY	1	0	1	1	2	1	1	1	0	0	0	8
HIT AND RUN-MISDEMEANOR	23	21	27	15	14	20	20	10	14	3	0	167
IDENTITY THEFT	3	3	2	4	2	2	3	1	1	1	0	22
INTIMIDATION /OTHER CRIMINAL THREAT	5	6	6	1	10	8	14	6	3	1	0	60
INVASION OF PERSONAL PRIVACY	0	0	0	0	0	1	0	0	0	0	0	1
KIDNAP - FOR ADDITIONAL CRIMINAL PURPOSE	0	2	0	0	2	2	0	0	2	0	0	8
KIDNAP - HOSTAGE/SHIELD OR REMOVAL/DELAY WITNE	0	0	0	0	0	0	1	0	0	0	0	1
MINOR IN POSSESSION	1	1	0	0	0	0	1	1	0	0	0	4
MISCELLANEOUS	13	20	16	21	8	8	9	26	13	4	0	138
MOTOR VEHICLE THEFT	22	19	9	22	17	19	14	16	8	5	0	151
NON CRIMINAL DOMESTIC DISTURBANCE	0	0	0	0	1	1	0	0	1	0	0	3
OTHER	3	1	3	5	4	4	4	3	2	3	0	32
PROPERTY - FOUND LOST MISLAID	3	3	1	2	0	0	2	0	1	0	0	12
PROPERTY RECOVER FOR OTHER AGENCY	1	0	1	1	0	0	1	0	1	0	0	5
PROSTITUTION - ENGAGE IN	0	1	0	0	0	0	0	0	0	0	0	1
PROSTITUTION - PROMOTE	0	1	0	0	0	0	0	0	0	0	0	1
RECKLESS DRIVING	3	3	7	6	3	3	10	6	7	6	0	54
RESTRAINING ORDER VIOLATION	3	2	1	2	3	2	0	1	0	1	0	15
ROBBERY - BUSINESS	3	1	0	2	1	0	2	2	0	0	0	11
ROBBERY - CAR JACKING	0	1	0	0	0	0	1	0	0	0	0	2
ROBBERY - OTHER	2	0	0	0	0	0	2	1	3	1	0	9

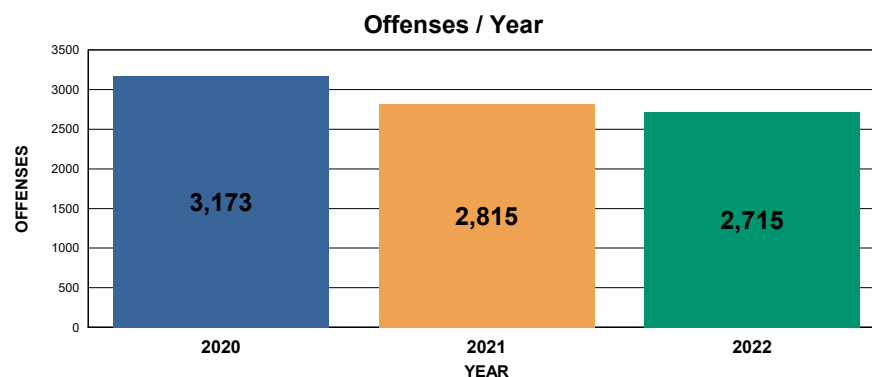
Woodburn Police Department

MONTHLY CRIMINAL OFFENSES

2022 Year to Date

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Total
ROBBERY - RESIDENCE	1	0	0	0	0	0	0	0	0	0	0	1
RUNAWAY	3	0	1	1	2	6	1	2	1	0	0	17
SEX CRIME - CONTRIBUTE TO SEX DELINQUENCY	0	0	0	0	0	1	0	1	1	0	0	3
SEX CRIME - EXPOSER	0	0	0	0	0	0	1	0	1	0	0	2
SEX CRIME - FORCIBLE SODOMY	0	0	0	0	0	0	1	1	0	0	0	2
SEX CRIME - MOLEST (PHYSICAL)	0	0	5	2	2	3	0	1	1	0	0	14
SEX CRIME - NON FORCE SODOMY	0	0	0	0	0	0	0	1	0	0	0	1
SEX CRIME - NON-FORCE RAPE	4	1	0	0	0	0	0	1	0	0	0	6
SEX CRIME - OBSCENE PHONE CALL	0	0	0	0	0	0	1	1	0	0	0	2
SEX CRIME - OTHER	0	1	0	0	0	1	0	0	0	0	0	2
SEX CRIME - PORNOGRAPHY/OBSCENE MATERIAL	0	0	0	0	0	0	0	0	0	1	0	1
SEX CRIME - SEXUAL ASSAULT WITH AN OBJECT	0	0	0	0	1	0	0	0	0	0	0	1
STALKER	0	0	0	1	2	1	2	2	0	0	0	8
STOLEN PROPERTY - RECEIVING,BUYING,POSSESSING	0	0	1	0	1	1	1	0	0	1	0	5
SUICIDE	0	0	0	0	0	0	1	0	0	0	0	1
THEFT - BICYCLE	2	0	0	1	2	2	1	0	0	0	0	8
THEFT - BUILDING	2	1	2	1	4	4	0	2	6	1	0	23
THEFT - FROM MOTOR VEHICLE	31	15	17	12	14	13	9	14	11	1	0	137
THEFT - MOTOR VEHICLE PARTS/ACCESSORIES	0	2	1	3	2	6	5	3	7	1	0	30
THEFT - OTHER	10	12	8	8	7	12	11	9	11	7	0	95
THEFT - PICKPOCKET	0	1	0	0	1	0	1	1	3	0	0	7
THEFT - PURSE SNATCH	3	0	0	0	1	1	0	1	0	0	0	6
THEFT - SHOPLIFT	35	26	54	28	28	33	33	45	37	7	0	326
TRAFFIC VIOLATIONS	2	2	4	0	2	0	1	4	5	2	0	22
TRESPASS	5	15	2	4	3	5	3	8	8	2	0	55
UNAUTHORIZED ENTRY INTO MOTOR VEHICLE	7	1	0	1	2	0	2	8	4	1	0	26
VANDALISM	12	23	17	20	28	11	15	8	6	5	0	145
VEHICLE RECOVERD FOR OTHER AGENCY	4	3	0	2	1	1	2	3	2	0	0	18
WEAPON - CARRY CONCEALED	1	0	0	0	1	2	0	0	2	0	0	6
WEAPON - EX FELON IN POSSESSION	2	2	1	1	1	2	0	0	0	0	0	9
WEAPON - OTHER	0	0	1	0	0	0	0	0	0	0	0	1
WEAPON - POSSESS ILLEGAL	8	3	4	4	7	4	8	4	3	2	0	47
WEAPON - SHOOTING IN PROHIBITED AREA	6	2	2	1	2	1	3	4	2	0	0	23
ZONING ORDINANCE	0	0	0	0	0	0	0	0	1	0	0	1

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Total
2022 Total	333	275	283	277	277	282	296	311	278	103	1	2,716
2021 Total	259	213	257	262	273	330	338	270	322	291		2,815
2020 Total	307	322	249	278	361	376	336	329	332	283		3,173



Woodburn Police Department

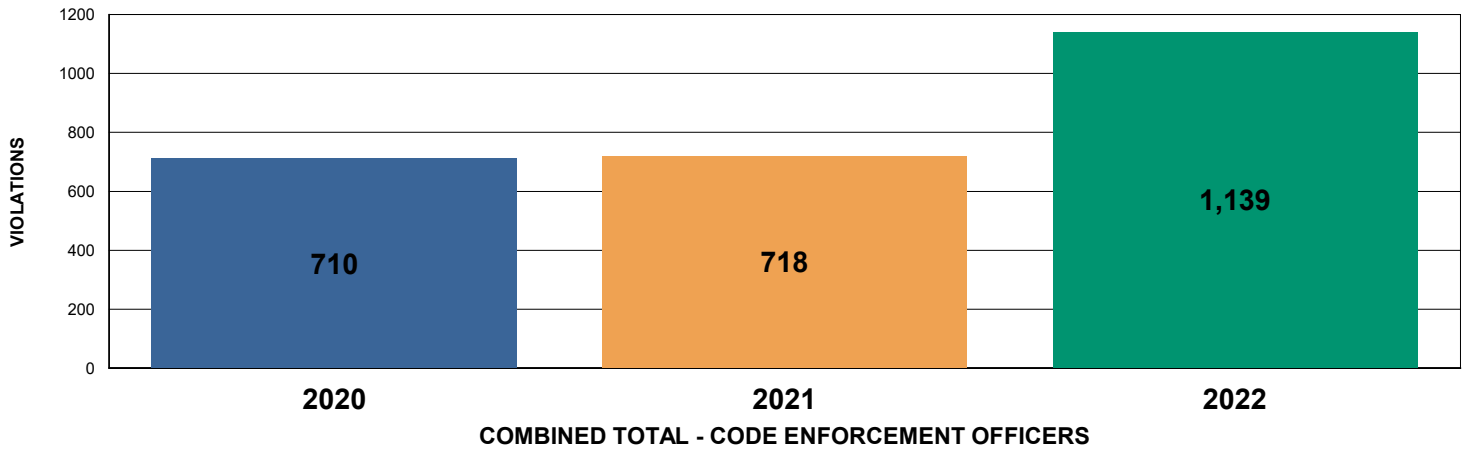
ORDINANCE VIOLATIONS

2022 Year to Date

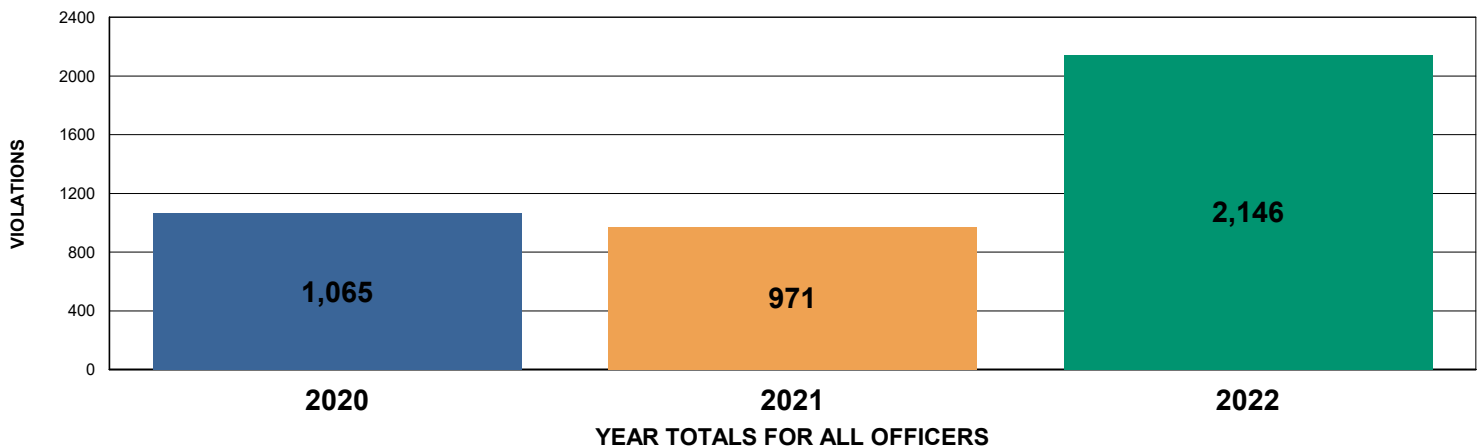
12/19/2022

Ordinance Discription	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Total
Animal Complaint	39	53	53	67	48	66	50	45	40	58	44	563
Ordiinance - Abate/Nuisances	2	5	11	6	3	0	1	1	0	1	0	30
Ordinance - Abandoned Vehicles	38	34	59	36	31	25	54	39	32	39	25	412
Ordinance - Abate Graffiti	13	48	18	38	14	15	5	8	3	19	11	192
Ordinance - Land Use Violations	1	0	0	0	0	0	0	0	0	0	0	1
Ordinance - Oth Violation	135	58	110	58	45	31	33	38	37	48	21	614
Ordinance - Tall Grass	1	0	0	1	241	83	67	41	0	1	0	435
2022 Total	229	198	251	206	382	220	210	172	112	166	101	2,247
2021 Total	51	66	83	96	115	101	120	103	124	112	127	1,098
2020 Total	109	121	97	80	156	123	114	90	79	96	63	1,128

Ordinance Violations / Code Enforcement Officers



Ordinance Violations / Year



CITY OF WOODBURN
Community Development Department

MEMORANDUM

270 Montgomery Street

Woodburn, Oregon 97071

(503) 982-5246

Date: December 1, 2022

To: Chris Kerr, Community Development Director

From: Melissa Gitt, Building Official

Subject: Building Activity for November 2022

	2020		2021		2022	
	No.	Dollar Amount	No.	Dollar Amount	No.	Dollar Amount
Single-Family Residential	1	\$316,035	2	\$580,902	0	\$0
Multi-Family Residential	1	\$887,995	1	\$1,599,501	0	\$0
Assisted Living Facilities	0	\$0	0	\$0	0	\$0
Residential Adds & Alts	8	\$99,093	3	\$76,004	18	\$101,963
Industrial	0	\$0	0	\$0	0	\$0
Commercial	5	\$52,117	3	\$1,083,104	4	\$6,534,800
Signs and Fences	0	\$0	0	\$0	0	\$0
Manufactured Homes	0	\$0	0	\$0	0	\$0
TOTALS	15	\$1,355,240	9	\$3,339,511	22	\$6,636,763
Fiscal Year to Date (July 1 – June 30)		\$8,099,656		\$50,841,594		\$53,166,296

- Totals represent permit valuation

CITY OF WOODBURN
Community Development Department

MEMORANDUM

270 Montgomery Street

Woodburn, Oregon 97071

(503) 982-5246

Date: January 4, 2023

To: Chris Kerr, Community Development Director

From: Melissa Gitt, Building Official

Subject: Building Activity for December 2022

	2020		2021		2022	
	No.	Dollar Amount	No.	Dollar Amount	No.	Dollar Amount
Single-Family Residential	31	\$8,101,165	12	\$3,206,782	0	\$0
Multi-Family Residential	0	\$0	0	\$0	2	\$5,241,000
Assisted Living Facilities	0	\$0	0	\$0	0	\$0
Residential Adds & Alts	3	\$13,562	2	\$57,798	29	\$261,733
Industrial	0	\$0	1	\$451,339,834**	0	\$0
Commercial	6	\$1,002,784	2	\$227,379	6	\$1,689,990
Signs and Fences	0	\$0	0	\$0	0	\$0
Manufactured Homes	0	\$0	0	\$0	0	\$0
TOTALS	40	\$9,117,511	17	\$458,171,304	37	\$7,192,723
Fiscal Year to Date (July 1 – June 30)		\$17,217,167		\$509,100,155		\$60,359,019

- Totals represent permit valuation

**** Project Basie (Amazon) permit valuation**



Agenda Item

January 9, 2023

TO: Honorable Mayor and City Council
FROM: Jamie Johnk, Economic Development Director
SUBJECT: Community Development Block Grant (CDBG) from Business Oregon for the Woodburn Area Emergency Housing Assistance Grant

RECOMMENDATION:

Conduct a public hearing to review the results of the CDBG-funded project from Business Oregon for the Woodburn Area Emergency Housing Assistance Grant Program, consider any comments or views of citizens on the performance of the funded grant program, and approve the closeout of the project.

BACKGROUND:

The City of Woodburn applied for and received a 2021 Community Development Block Grant (CDBG) for COVID-19 CARES Act programs (CV) from Business Oregon. CDBG-CV funds come from the U.S. Department of Housing and Urban Development. Grants can be used for public assistance, facilities and housing improvements, primarily for persons with low and moderate incomes.

DISCUSSION:

The City of Woodburn was awarded \$450,000 through the CDBG-CV program for the Woodburn Area Emergency Housing Assistance Grant Program. With the CDBG funds, the City provided rental and utility assistance to 156 applicant households from the Woodburn, Gervais and Hubbard communities, serving 562 individuals. In this program, all funding recipients met the CDBG-eligibility requirements as low- to moderate-income populations. The average amount of financial assistance per household was \$2,720, providing up to six (6) months of assistance.

Terms and conditions of the CDBG #RA2102 contract with Business Oregon have now been met and therefore can be approved for closeout.

FINANCIAL IMPACT:

The city received a CDBG grant in the amount of \$450,000. 100% of the grant funds were utilized for direct rental and utility assistance. The program also included a City commitment of \$50,000 in staff time, supplies and additional overhead costs. These costs were tracked and absorbed through the City's ordinary budget procedures.

Agenda Item Review: City Administrator ☒ City Attorney ☒ Finance ☒

January 9, 2023

TO: Honorable Mayor and City Council

FROM: Jesse Cuomo, Community Services Director

SUBJECT: **Resolution Updating Parks and Recreation SDC Fees**

RECOMMENDATION:

Adopt a resolution approving a Parks and Recreation System Development Charges (SDC) schedule, which has been updated to account for increasing construction costs, consistent with Ordinance No. 2250; and establishing an effective date of February 1, 2023.

BACKGROUND:

SDC legislation was first adopted by the State of Oregon in 1989. SDCs are one time fees assessed on new development to fund the expansion of infrastructure for parks, streets, water, wastewater, or storm water management systems. By statute, SDC fees can only be utilized to fund capital improvements that add capacity to the system, such as parkland acquisition or the construction of new parks or park facilities. SDCs may not be utilized to fund non-capacity increasing projects, such as maintenance or operations. The City of Woodburn has collected and utilized parks and recreation SDCs since 1992.

State law has strict provisions that require a city to develop a formula, or "methodology", which takes into account the value of existing or planned capacity in the infrastructure system necessary to serve new development.

The methodology must consider the cost of existing facilities, prior contributions by existing users, the value of unused capacity, grants, and other relevant factors. SDC fees are designed to recover all or a portion of the costs of planned capital improvements that add system capacity to serve future development.

The City's adopted Parks and Recreation SDC Methodology, which was last updated in 2016, includes a parks Capital Improvement Project (CIP) list, which identifies SDC eligible projects, the estimated timing of each project, and the growth-related portion of each project that is eligible for SDC funding.

Agenda Item Review: City Administrator ___x___ City Attorney ___x___ Finance ___x___

Pursuant to Ordinance No. 2250, this adjustment is to be calculated and take effect on January 1 of each year. The Ordinance provides for the SDC fees to be adjusted in an amount equal to the change in construction costs according to the *Engineering News Record (ENR) Northwest (Seattle, Washington)* Construction Cost Index. As of December 2022, the annual construction cost index increase was 10.5%.

DISCUSSION:

Effective Feb 1, 2023, all Parks and Recreation SDC fees will increase 10.5%.

The updated schedule is as follows:

	Old Fee	New Fee
Residential (all housing types)	\$4,188/ dwelling unit	\$4628/ dwelling unit
Non-residential	\$166/ employee	\$ 183/employee

FINANCIAL IMPACT:

The increased revenues that are expected to result from the updated SDC fee schedule are dependent upon the level of future development activity, which is unknown at this time.

COUNCIL BILL NO. 3202

RESOLUTION NO. 2203

A RESOLUTION SETTING AMOUNT OF THE PARKS AND RECREATION SYSTEMS DEVELOPMENT CHARGES UNDER AN EXISTING METHODOLOGY; ESTABLISHING AN ALTERNATIVE RATE REVIEW FEE; AND SETTING AN EFFECTIVE DATE FOR IMPOSITION OF THE FEES AND CHARGES

WHEREAS, ORS 223.297 – 223.314 authorizes local governments to impose system development charges; and

WHEREAS, the City has adopted Ordinance 2250 establishing Parks and Recreation Systems Development Charges; and

WHEREAS, the City has adopted methodologies pursuant to Ordinance 2250 to justify the Parks and Recreation Systems Development Charges; and

WHEREAS, Ordinance 2250 provides that the amounts of the Parks and Recreation and Parks Systems Development shall be set by resolution; and

WHEREAS, Ordinance 2250 provides that the amounts of the Parks and Recreation and Parks Systems Development charges shall be adjusted annually to account for changes in the cost of constructing facilities; and

WHEREAS, Ordinance 2250 also allows the City to establish an alternative rate review fee by resolution; **NOW THEREFORE**,

THE CITY OF WOODBURN RESOLVES AS FOLLOWS:

Section 1. Parks and Recreation Systems Development Charge

The schedule of Parks and Recreation Systems Development Charges attached as Exhibit "A", and, by this reference, incorporated herein is hereby adopted to be imposed beginning the effective date identified in Section 3 of this resolution.

Section 2. Alternative Rate Review Fee

The minimum fee for review of an alternative rate review calculation shall be five hundred dollars (\$500), to be paid at the time the alternative rate calculation is submitted for review. If the City hires a consultant to assist in reviewing the information submitted, the cost of the consultant's review shall be

shared equally by the City and the applicant, and the applicant shall pay its share of the cost of the consultant's review at the time the City decides whether or not to accept the alternative rate.

Section 3. Effective Date

The effective date for imposition of the fees and charges identified in this resolution shall be February 1, 2023.

Approved as to form: _____
City Attorney Date

Approved: _____
Frank J Lonergan, Mayor

Passed by the Council _____
Submitted to the Mayor _____
Approved by the Mayor _____
Filed in the Office of the Recorder _____

ATTEST: _____
Heather Pierson, City Recorder
City of Woodburn, Oregon

EXHIBIT "A"

PARKS AND RECREATION SYSTEM DEVELOPMENT CHARGES SCHEDULE

Effective: February 1, 2023

<u>DEVELOPMENT TYPE</u>	<u>SDC PER UNIT</u>
Residential (all housing types)	\$ 4,628 /dwelling unit
Non-residential	\$ 183/employee

The non-residential fee is assessed based on a structure's gross square footage per employee as determined by the following *Metro Employment Density Study* guidelines:

SQUARE FEET PER EMPLOYEE (Recommended Guidelines from Metro Employment Density Study)

<u>Standard Industry Classification (SIC)</u>	<u>Square Feet Per Employee</u>	<u>Standard Industry Classification (SIC)</u>	<u>Square Feet Per Employee</u>
Manufacturing:		Trucking	1,500
General	700	Communications	250
Food Related	775	Utilities	225
Textile, Apparel	575		
Lumber, Wood Products	560	Retail:	
Paper and Related	1,400	General	700
Printing and Publishing	600	Hardware	1,000
Chemicals, Petrol,		Food Stores	675
Rubber, Plastics	850	Restaurant/ Bar	225
Cement, Stone, Glass, Clay	800	Appliance/ Furniture	1,000
Furniture and Furnishings	600	Auto Dealerships	650
Primary Metals	1,000	Gas Station (gas only)	300
Secondary Metals	800	Gas Station (Gas and Service)	400
Non-Electrical Machinery	600	Regional Shopping Center	600
Electrical Machinery	375		
Electrical Design	325	Services:	
Transportation Equipment	500	Hotel/ Motel	1,500
Other	400	Health Services (hospital)	500
		Health Services (clinic)	350
Wholesale Trade:		Educational	1,300
Durable Goods	1,000	Cinema	1,100
Non-Durable Goods	1,150	Personal Services (office)	600
		Finance, Insurance, Real Estate,	
Warehousing:		Business Services (office)	350
Storage	20,000		
Distribution	2,250	Government Administration	300



Agenda Item

January 9, 2023

TO: Honorable Mayor and City Council (acting in its capacity as the Local Contract Review Board) through the City Administrator

FROM: Martin Pilcher, Chief of Police

SUBJECT: **Award of Construction Contract for the Woodburn Police Station Office Remodel Project**

RECOMMENDATION:

Award a construction contract to Blue Spruce Builders, Inc. for the Woodburn Police Station Office Remodel Project in the amount of \$115,000 and authorize the City Administrator to sign the contract.

BACKGROUND:

This project is included in the adopted FY 22/23 budget. Bids were publicly opened and read on December 15, 2022. The following four (4) responsible and responsive bids were received:

First Cascade Corp	\$149,777.00
Blue Spruce Builders, Inc	\$115,000.00
Ross Builders Northwest, LLC	\$156,224.00
Natalys Construction, LLC	\$142,600.00

The engineer's estimate for the project was \$100,000 - \$150,000.

The recommended award is within the engineer's estimate. The procurement and award also complies with Oregon public contracting laws under ORS Chapter 279C for competitive bidding and the least-cost policy for public improvements

DISCUSSION:

When constructed, the Woodburn Police Department facility included an approximately 400 square foot open area that has been underutilized. In the intervening years, the number of personnel assigned to WPD has increased. By enclosing and reconfiguring this open area, WPD will be able to install multiple

Agenda Item Review: City Administrator ___X___ City Attorney ___X___ Finance ___X___

workstations that can accommodate these and future personnel and comply with Criminal Justice Information Services (CJIS) security mandates.

FINANCIAL IMPACT:

This project is included in the adopted FY 22/23 budget.



Agenda Item

January 9, 2023

TO: Honorable Mayor and City Council (acting in its capacity as the Local Contract Review Board) through City Administrator

FROM: Renata Wakeley, Special Projects Director

SUBJECT: **Buildable Land Inventory and Economic Opportunities Analysis Consulting Contract**

RECOMMENDATION:

Award a consultant contract for an updated Buildable Lands Inventory (BLI) and Economic Opportunities Analysis (EOA) to Johnson Economics, LLC in the amount of \$49,105 (see Attachment B) and authorize the City Administrator to execute the agreement.

BACKGROUND:

The existing employment land BLI and EOA were last updated in June 2001. Since that time, many of the assumptions and employment lands identified within our Urban Growth Boundary to meet our projected 20-year need have been developed or are under land use review at this time. The purpose of updating a BLI and EOA is to evaluate current land inventory to meet projected needs and assess how much, if any, additional land is needed to continue to meet our forecasted growth. The BLI and EOA will be updated based upon population projections from Portland State University, as mandated by the Oregon Legislature under ORS 195.033. The project will culminate in findings and data to support any recommendations related to a UGB expansion, if warranted. In order to be successful, it is imperative that the City's UGB amendment be well supported by a land use consultant's assessment of the city's available employment land and future employment land need.

A Request for Proposals for the BLI and EOA was published on November 9, 2022, with a submission deadline of December 6, 2022. The City received two (2) responses to the RFP and a scoring committee of four (4) city staff individually scored and ranked the submissions. The scoring committee unanimously recommended award of the BLI and EOA contract to Johnson Economics, LLC (See Attachment A).

DISCUSSION:

Agenda Item Review: City Administrator ____X____ City Attorney ____X____ Finance ____X____

The City Council authorized staff to begin the process of including the Urban Reserve Area (URA) into the Woodburn urban Growth Boundary (UGB) in February 2022 and allocated \$50,000 in the FY22/23 budget for this work.

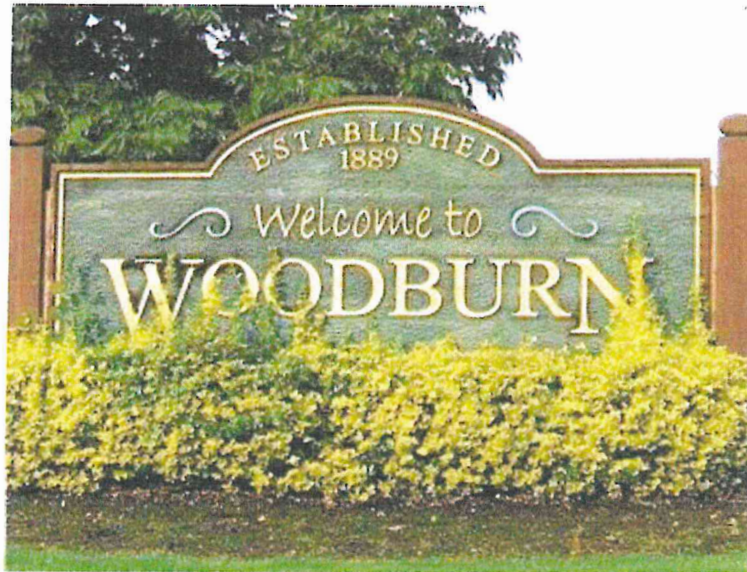
The procurement process for soliciting this contract was in conformance with public contracting laws of the State of Oregon as outlined in ORS Chapters 279A and 279B and public contracting rules and regulations of the City of Woodburn.

FINANCIAL IMPACT:

The proposed contract amount is \$49,105. The City Council adopted an allocation of up to \$50,000 in the Community Development professional services budget for this work.

Attachments

- A. John Economics, LLC RFP response
- B. Amended BLI and EOA scope of work and budget with add alternates from Johnson Economics, LLC



PROPOSAL FOR PROFESSIONAL SERVICES

**BUILDABLE LAND INVENTORY &
ECONOMIC OPPORTUNITIES ANALYSIS**

PREPARED FOR:
Woodburn, Oregon

December 6, 2022

Johnson Economics MIG/APG

Johnson Economics LLC – 621 SW Alder, Suite 605 – Portland, OR 97232 – 503-295-7832



Renata Wakeley
Special Projects Director
City of Woodburn
270 Montgomery Street
Woodburn, OR 97071

RE: Proposal for Economic Opportunities Analyses & Buildable Land Inventory

JOHNSON ECONOMICS appreciates the opportunity to respond to Woodburn's request for proposals to complete a Goal 9 Economic Opportunities Analysis (EOA), Buildable Land Inventory (BLI) of employment land, and Implementation Plan for the City.

On this project, we propose to partner with MIG/APG (formerly Angelo Planning Group) to provide expertise on the BLI and develop strategies to address the findings. The attached proposal presents our team's combined decades of experience in completing economic development and Goal 9 projects, code and plan revisions, and the qualifications of our team members.

Our team offers extensive long-term and on-going Economic Development and Goal 9 experience for cities of all sizes across Oregon, and we are familiar with the Woodburn and Marion County study areas. We have completed similar work in the Willamette Valley, the Portland Metro Region, Eastern Oregon, the Oregon Coast, Central Oregon, and Southern Oregon. We are currently undertaking EOA projects across the state. We have also consulted with DLCD on developing model methodology for EOA's, target industry analysis, employment site readiness and certification.

We understand the products and timeline called for in the RFP and are committed to providing the staffing levels and flexibility to meet the City's needs.

On behalf of our team, I thank you for considering our qualifications for this project and I look forward to hearing your response. Please contact me if there are any questions or if I can provide further information.

Thank you,

Jerry Johnson
Principal
jwj@johnsoneconomics.com
503-295-7832

Johnson Economics LLC
621 SW Alder Street, Suite 605
Portland, Oregon 97205



TABLE OF CONTENTS

I. FIRM SKILLS AND TECHNICAL EXPERTISE..... 4

 Johnson Economics LLC..... 4

 MIG/APG 5

II. CREDENTIALS OF KEY PERSONNEL..... 10

 Project References 12

III. PROJECT UNDERSTANDING 13

IV. FIRM CAPACITY AND TIMELINESS 15

V. COST PROPOSAL..... 15

V. SUPPLEMENTAL INFORMATION 17

 Professional Resumes 17

 Johnson Economics Representative Client List..... 17



I. FIRM SKILLS AND TECHNICAL EXPERTISE

JOHNSON ECONOMICS LLC

JOHNSON ECONOMICS is a long-established Northwest consulting firm founded with a specific focus on the economic aspects of land use planning and real estate development. Our combination of expertise in economics, planning and the real estate market differentiates us from pure planning firms as well as pure economic consultancies. We bring a technical approach to planning projects which integrates the economic and market drivers of long-term land use, in addition to demographic factors.



JOHNSON ECONOMICS offers a full range of analytic services in real estate and economic development fields:

- *Economic Opportunity Analyses*
- *Economic development studies and recommendations*
- *Target industry and industry cluster analysis*
- *Fiscal and economic impact analysis of growth and land use policies*
- *Feasibility of residential, commercial, and mixed-use real estate projects*
- *Housing needs analysis*
- *Regional and local planning issues*
- *Development in downtowns and town centers*
- *Developer interviews and roundtables*

Over two decades, JOHNSON ECONOMICS has grown with the intent of assembling the most technically capable and knowledgeable consulting professionals in the Northwest. Jerry Johnson has been actively consulting in this field for over twenty years and has assembled a staff of highly qualified and experienced experts.

Public and Private Clients: Public-sector clients include cities, counties, regional governments, economic development agencies, urban renewal agencies, port districts, and others, ranging from the smallest to the largest in the Northwest. JOHNSON ECONOMICS also enjoys high credibility in the private sector and has access to the knowledge and opinions of businesses, professional developers, and lenders. As a result, we offer our clients a comprehensive perspective on the interaction between public policy and private sector realities. We approach every project differently and work closely with each client both at the outset and throughout the project to craft an approach that meets that client's needs. We regularly communicate with our clients to ensure that local staff are directly involved in and informed about our methodology and results, including interim work products.

Economic Development Analysis: Since 2000, Johnson Economics has completed dozens of Economic Opportunities Analyses (EOA), economic development studies, and a broad range of related market analyses of employment, retail, and industrial land uses. Our firm has an intimate understanding of Oregon's unique land use system, and the specific requirements for needs analyses that meet state and local goals. In addition, our firm works with private real estate developers and commercial real estate users which gives us additional insight and context that we apply to public projects.

Johnson Economics has completed Goal 9 EOA's across Oregon, including the following cities: Albany, Astoria, Beaverton, Cornelius, Deschutes County, Forest Grove, Hermiston, Hillsboro, Keizer, Klamath Falls, LaGrande, Lincoln City, Medford, Milton-Freewater, Milwaukie, Molalla, Newport, North Plains,



Scappoose, Seaside, Tillamook, Troutdale, and Union. We have also completed regional EOAs for Central Oregon, East Multnomah County, Umatilla/Morrow Counties, Western Washington County, and Wallawa County. We recently completed EOA services for 18 Eastern Oregon jurisdictions and are currently providing Goal 9 analysis to the Cities of Klamath Falls, North Bend, North Plains, and Sherwood.

Johnson Economics regularly provides advise and analysis to the largest economic development agencies in the state, including Business Oregon, Prosper Portland, Metro, the Port of Portland, and City of Hillsboro.

MIG/APG

ANGELO PLANNING GROUP has recently joined MIG, and for an interim is referred to as MIG/APG. The firm is a leader in the planning field with over 100 years of combined experience in land use planning, housing policy, community involvement, transportation planning, and project management. The firm's success comes from an in-depth knowledge of federal, state, and local policies and procedures, as well as a collaborative and very responsive approach to working with our clients. MIG/APG has an excellent understanding of the land use regulation and permitting process, including detailed knowledge of the resources needed to implement it. MIG/APG regularly assists local governments in updating land use plans and development codes and also has contracted with local jurisdictions to serve as planning staff to review and process land use applications.



MIG/APG staff assisted numerous jurisdictions in preparing economic and community development reports and plans in compliance with state, regional and national requirements, and programs, including Goal 9 EOA, Goal 10 housing analyses, Metro Title 7 compliance reports, Comprehensive Plan housing elements, Consolidated Plans for housing and community development and strategic and action plans to address housing and other needs of homeless and special needs populations.

As part of these and other planning processes, MIG/APG personnel regularly work closely with local jurisdictions to design and implement public outreach and involvement processes, including preparing informational materials and facilitating advisory committees, public meetings and public work sessions and hearings. MIG/APG is an Oregon certified DBE/WBE corporation (#2893).

- **Economic Development Policy Analysis:** MIG/APG staff have drafted and evaluated Comprehensive Plan policies for economic development for a variety of communities in Oregon. In leading and supporting preparation of economic opportunity analyses, the firm's staff have assisted the cities of Astoria, Bend, Coos Bay, Keizer, Troutdale, Warrenton, and others in these efforts. MIG/APG has experience drafting and reviewing Comprehensive Plan policies for consistency with both local goals and state planning requirements.
- **Buildable Lands Inventories (BLIs):** MIG/APG has been leading and supporting work on these types of projects for communities around the state for over 10 years and key staff at MIG/APG have an even longer history of managing BLIs as part of previous work for other consulting firms. MIG/APG has managed or played an integral role in preparing BLIs for communities of different scales around the state and recently worked on two HNA/BLI projects that will cover another 10 jurisdictions. MIG/APG key staff managed BLIs for another nine communities prior to joining MIG/APG. The firm has an in-depth understanding of data sources and best practices for obtaining, compiling and analyzing spatial and associated data for these efforts.



- **Development Code Audits and Updates:** MIG/APG has been providing these services since its inception in 1999 (over 20 years). Since that time, MIG/APG has been a contractor for Oregon's Transportation and Growth Management (TGM) Code Assistance program and has conducted numerous code audit and update projects through that program for approximately 40 communities throughout Oregon. In addition, MIG/APG regularly conducts similar projects for cities and counties outside of the Code Assistance program, either as stand-alone projects or as part of our work managing or supporting Concept and Master Plans, Transportation System Plans, and other planning efforts.

GOAL 9, LAND NEEDS, AND ECONOMIC DEVELOPMENT PROJECT EXPERIENCE

Our team is among the most qualified consultant teams in the preparation of Economic Opportunities Analysis (EOA), Buildable Land Inventories, and Economic Development Strategies in the state. For two decades, JOHNSON ECONOMICS has completed similar assignments in dozens of jurisdictions. We have also consulted with DLCD on developing model methodology for EOA's, target industry analysis, employment site readiness and certification.

- Johnson Economics has completed Goal 9 EOA's across Oregon, including the following cities: Albany, Astoria, Beaverton, Cornelius, Deschutes County, Forest Grove, Hermiston, Hillsboro, Keizer, Klamath Falls, LaGrande, Lincoln City, Medford, Milton-Freewater, Milwaukie, Molalla, Newport, North Plains, Reedsport, Scappoose, Seaside, Tillamook, Troutdale, and Union. In recent years we completed simultaneous EOA's for all cities (18) in Baker and Grant Counties. MIG/APG has partnered with us on many of these projects, providing code, policy and strategy recommendations and preparing the buildable lands inventory. We are currently working on Goal 9 EOA analyses in Klamath Falls, North Bend, North Plains, and Sherwood.
- We have also completed regional EOA's for Central Oregon, East Multnomah County, Umatilla/Morrow Counties, Western Washington County, and Wallowa County.
- In addition to partnering in many of the above projects, MIG/APG has completed additional economic strategies, fiscal impact studies, and Comp Plan amendments for communities all along the Oregon Coast and across the state. MIG/APG is recognized as a regional leader in auditing and drafting code, policy, and plan language.

The following is a small representative selection of similar project experience. Over the years, Johnson Economics and MIG/APG have completed literally hundreds of projects that have helped us build relevant expertise.

1. CITY OF HILLSBORO: ECONOMIC OPPORTUNITIES ANALYSIS

JOHNSON ECONOMICS recently completed a full update and revision of Hillsboro's EOA. The project involved additional analysis on target industries and workforce segmentation for one of the most dynamic economies in the state. This project also partnered with an engineering firm to identify site readiness of several industrial sites in Hillsboro key employment zones. The City's prior EOA was also completed by Johnson Economics in 2009.

The findings and recommendations of this project were successfully integrated into the economic development chapter of the City of Hillsboro Comp Plan, during its recent multi-year plan update process. Updated policies included those on competitive advantages, land supply, services, and other economic development factors.



2. CITY OF MILWAUKIE: ECONOMIC OPPORTUNITIES ANALYSIS

JOHNSON ECONOMICS recently completed an update of the City of Milwaukie's EOA. The project included typical EOA elements as well as additional in-depth analysis on target industries and workforce segmentation. The project also included a separate detailed Economic Development Strategy document expanding on the EOA's findings. Johnson Economics is currently conducting a limited update of this analysis with new employment figures.



The findings and recommendations of this project are currently being integrated into the economic development chapter of the City of Milwaukie Comp Plan, which is undergoing a full multi-year update. The strategic plan includes a look at five key employment subareas in the city, gives policy direction and an action plan of discreet implementable steps.

3. CITY OF FOREST GROVE: ECONOMIC OPPORTUNITIES ANALYSIS



JOHNSON ECONOMICS is currently working on a complete update of the City of Forest Grove's EOA. The prior EOA was prepared by Johnson Economics in 2009. The update integrates new sources, methodology and format. Final documents are currently under review by City staff with public hearings expected in coming months. The EOA discusses the role of Forest Grove within Western Washington County and the influence of Hillsboro as a major nearby employment center. Findings point to an imbalance between commercial and industrial lands that may be remedied with rezoning, or reconsideration of zoning in future planning areas.

4. CITY OF BEND: UGB REMAND PROJECT

MIG/APG recently led a multidisciplinary team of planners, economists, real estate professionals, urban designers, and public involvement specialists on a large Urban Growth Boundary expansion project for the City of Bend to provide sufficient land for employment, housing, and other urban uses as the city continues to grow. The process includes a steering committee to direct policy and oversee the project, three technical advisory committees, and a series of open houses and innovative online surveys.



The project also included preparation of an updated Housing Needs Analysis, Economic Opportunities Analysis and Buildable Land Inventory (BLI), as well as a new Urbanization Report, updated chapters of the Bend General Plan and implementing amendments to the city's Development Code, as well as other land use efficiency measures. MIG/APG has the lead role for preparing the BLI, Urbanization Report and General Plan and Code amendments, and is overseeing other team members' completion of all other aspects of the project.

5. CITY OF BEAVERTON: ECONOMIC OPPORTUNITIES ANALYSIS

JOHNSON ECONOMICS completed an update of the City of Beaverton's EOA. Our team concurrently completed Goal 10 housing analysis with MIG/APG. The project was part of full Comp Plan update and resulted in updated economic development goals and policies, and a new assessment of employment land



need. The findings and recommendations of this project were integrated in the City's Comp Plan in 2016, in a largely rewritten economic element chapter. The update includes goals and policies derived from the EOA on efficient use of current employment lands, providing programs and incentives to businesses and growing targeted industries.

6. CITY OF KEIZER: ECONOMIC OPPORTUNITIES ANALYSIS

JOHNSON ECONOMICS and Angelo Planning Group completed an update of the City of Keizer's Goal 9 EOA concurrently with Goal 10 housing analysis. The project resulted in a full assessment of both employment and land need for the city. MIG/APG facilitated public outreach efforts and reviewed and advised on preparation of economic and housing policies and helped prepare updated housing and economic elements of the city's Comprehensive Plan. The project identified, compared and evaluated potential areas to expand the city's urban growth boundary (UGB), with a focus on meeting specific future employment land needs. The findings and recommendations of this project were integrated in the City's Comp Plan in 2013 and 2014. The update included updated data and charts from the EOA analysis and resulted in updated goals and policies.

7. CITY OF TROUTDALE: ECONOMIC OPPORTUNITIES ANALYSIS

JOHNSON ECONOMICS and Mackenzie developed an EOA for the City of Troutdale, which was adopted by the city in 2011. This followed an earlier regional EOA for a coalition of four jurisdictions (Troutdale, Wood Village, Fairview and Gresham) and the Port of Portland for the eastside of the Portland metropolitan area. The EOA addressed the area's current position within the greater Portland-Vancouver MSA, economic assets and liabilities, as well as goals and objectives.



8. REGIONAL INDUSTRIAL SITE READINESS ASSESSMENTS: MULTIPLE JURISDICTIONS

In 2012, JOHNSON ECONOMICS and Mackenzie were selected by a regional consortium of public and private funders—including Metro, the State of Oregon, Port of Portland, Portland Business Alliance, and the Oregon Chapter of NAIOP, the national commercial and industrial development association—to inventory and identify infrastructure and policy strategies for industrial land in the Portland metropolitan area. Phase I of this project produced a GIS-based site inventory that categorizes industrial sites (25 acres and greater) in the region into tiers based on their development readiness. Phase II of the project identified strategically-important industrial sites for further evaluation. This pioneering work led to the passage of statewide legislation to provide grant funding for similar analysis throughout the state.

9. INDUSTRIAL SITE CERTIFICATION PROGRAM: BUSINESS OREGON

In 2015 JOHNSON ECONOMICS and Mackenzie teamed with Business Oregon to update and modernize Business Oregon's Industrial Site Certification Program. This comprehensive three-phase project combined data analysis and interviews with local/state recruiters and site selectors to determine a range of targeted relevant to the Oregon economy. The project also included a complete overhaul of the program application process, and a marketing strategy for promoting certified sites on a global scale. Key deliverable for this project included a model to inform industry specific workforce needs and development of a new Business Oregon Industrial Site Need Matrix.





Other Project Experience in Woodburn and Marion County Areas

- City of Woodburn, Transportation System Plan Update, 2019
- City of Woodburn, Highway 99E Corridor Plan, 2014
- Marion County, Brooks-Hopmere Community Plan Update, 2018-Current
- City of Keizer, Middle Housing Development Code Update, 2022
- City of Keizer, Economic Opportunities Analysis and Housing Needs Analysis, 2013
- Confederated Tribes of the Grand Ronde, Keizer Property Analysis, 2011
- City of Mt. Angel, Development Code Assessment, 2016
- Urban Growth Boundary Findings, City of Salem, 2018
- City of Salem, Liberty and Commercial Streets Corridor Plan, 2015
- City of Stayton, Transportation System Plan Update, 2019
- City of Silverton, Transportation System Plan Update, 2020

Johnson Economics has completed real estate market analysis for dozens of individual private-sector development projects in Woodburn, Salem, Keizer and throughout the mid-Valley region. These studies include residential, commercial, and industrial projects.



II. CREDENTIALS OF KEY PERSONNEL

The following table outlines the proposed staffing for this project, which would include the Senior Project Manager and Principal from Johnson Economics, and Project Manager and Planner from MIG/APG. All team members have extensive experience with Goal 9 and 10 planning projects, including policy and strategy recommendations.

The following table summarizes our proposed staffing plan for this project. All team members and firm offices are based in the Portland Metro area.

Key Personnel	Title	Primary Role
<u>JOHNSON ECONOMICS</u>		
Brendan Buckley	Senior Project Manager	Day-to-Day Project Manager, Economic Trends Analysis
Jerry Johnson, NABE	Principal	Principal in Charge, Industry Analysis, Economic Development Strategies
<u>MIG/APG</u>		
Matt Hastie, AICP	Project Manager	Public Involvement, Code and Policy Review, Strategies Formulation
Clinton "CJ" Doxsee	Planner	Buildable Land Inventory, Code and Policy Review

The following are brief narrative summaries of the experience and qualifications of the key personnel. **Professional resumes are attached** as supporting information at the end of this proposal.

BRENDAN BUCKLEY, SENIOR PROJECT MANAGER

Senior Project Manager Brendan Buckley will serve as main point of contact and day-to-day project manager of the consultant team. Brendan has fifteen years of experience consulting on the interface of public policy, urban planning, and private real estate development. He has a master's degree in Urban and Regional Planning, and graduate-level certificate in Real Estate Development. He specializes in bridging the gap between public policies and private market activity.

Brendan Buckley has personally managed and/or contributed the technical analysis to dozens of Goal 9 EOA projects over the past decade. He has direct experience conducting all facets of these projects including project management, stakeholder and business outreach, public facilitation, economic conditions analysis, employment forecasting, target industry analysis, buildable lands analysis, conclusions of land need, economic development policies and strategy, and EOA document preparation.





Brendan has completed EOA analyses ranging from small communities to some of the largest and most complex local economies in the state, including Hillsboro. Brendan's Goal 9 EOA projects include: Albany, Beaverton, Cornelius, Forest Grove, Hermiston, Hillsboro, Keizer, Milwaukie, Molalla, North Bend, North Plains, Scappoose, Seaside, Sisters, and Troutdale. He recently managed simultaneous Economic Opportunities Analyses for 18 cities across three Eastern Oregon counties for DLCD.

In addition, Brendan has worked on over 20 Goal 10 housing needs analyses which, while they differ, do involve similar project management, public facilitation, buildable lands inventory, and land needs analysis to Goal 9 projects.

JERRY JOHNSON, NABE, PRINCIPAL

Jerry Johnson would serve as the supervising Principal for this project. Jerry Johnson is a consultant in real estate markets and regional economic issues and has consulted on a broad range of economic development and land use topics, for both public- and private-sector clients. Jerry is involved in research design, economic and financial modeling, and market analysis. His experience covers a wide variety of real estate development types and economic topics.



Jerry is an adjunct professor at Portland State University, former member of the Oregon Governor's Council of Economic Advisors, and frequent guest speaker on the economics of land development, land use management issues, and affordable housing. His multi-faceted experience with a wide range of public and private sector clients has given Jerry an in-depth understanding of a full range of social and political issues specific to housing.

Jerry Johnson has personally been managing and completing Economic Development Strategies and Goal 9 EOA projects for nearly two decades. Jerry knows that each EOA project is different, reflecting the size, economy, resources, history, and community preferences of each jurisdiction. Over his decades of experience, he has tailored projects to meet the needs of each client, while ensuring compliance with the requirements of State Planning Goal 9.

Jerry has completed economic analyses ranging from small communities to some of the largest and most complex local economies in the state, including Portland, Hillsboro, and Beaverton. He has extensive experience with projects for cities and ports. He has also worked on consolidated EOAs for multiple regional jurisdictions at once, including Central Oregon (Deschutes County), and Western Washington County (Hillsboro and neighbors.)

MATT HASTIE, AICP, PROJECT MANAGER (MIG/APG)

Matt Hastie has a wide range of education and experience in economic development, housing studies, land use planning, project management, public involvement, environmental regulation, geographic information systems, and transportation issues.



Matt has worked on numerous Economic Opportunities Analyses for jurisdictions throughout Oregon, including Albany, Astoria, Keizer, North Bend, Sisters, The Dalles, Troutdale, Warrenton, and others. He also has conducted strategic planning and stakeholder and public involvement services for numerous projects throughout the Pacific Northwest. He has conducted large-scale policy



reviews, including for economic development policies for cities and counties in Oregon, Washington, Alaska, and Idaho.

Matt is a member of the American Planning Association, has served as a visiting lecturer on the faculty of the City and Regional Planning Department at Cornell University, is an adjunct professor at Portland State University, and is a Past President of Women's Transportation Seminar (WTS) in Portland, Oregon. Matt has participated in numerous economic and housing analyses, strategy plans, and development code audits and updates for communities throughout Oregon.

CLINTON DOXSEE, AICP, PLANNER (MIG/APG)

Clinton "CJ" is an urban planner with a strong foundation in communications and geographic information systems (GIS). His experience in community involvement, local and regional planning, and technical analysis allows him to approach projects from a holistic perspective and with a collaborative work ethic. CJ brings together a diverse set of valuable skills to fulfill a broad range of project needs – from producing illustrative maps and documents to in-depth technical analysis and research.



CJ has completed Buildable Land Inventories and other complex GIS land suitability analyses for multiple jurisdictions across the state in support of Goal 9 and Goal 10 planning analyses. CJ has assisted with Economic Opportunity Analyses and associated Buildable Lands Inventories and Policy Reviews for cities of The Dalles and North Bend, and economic development policy updates for Comprehensive Plans for Multnomah County and other communities. In addition, CJ has prepared Buildable Lands Inventories, and Policy and Code Recommendations as part of Housing Needs Analyses for the cities across the state. He specializes in skillfully combining GIS and visual tools such as Adobe Creative Suite to create compelling, data-driven visuals for a variety of audiences.

Please see full professional resumes attached to the proposal.

PROJECT REFERENCES

Bruce Coleman
Economic Development Manager
City of Sherwood, OR
503-625-4206
colemanb@sherwoodoregon.gov

Joe Wall
Planning Manager
City of Klamath Falls, OR
541-883-5272
JWall@klamathfalls.city

Project: Goal 9 EOA Update (2022 Current)

Project: Goal 9 EOA & BLI (2022 Current)



III. PROJECT UNDERSTANDING

The request for proposals includes a scope of work outlining the services and deliverables to be provided, which we use as the basis of our approach. The scope is designed to meet the requirements of the state guidelines for Goal 9 Economic Opportunities Analysis (EOA), and the statutory requirements of OAR 660-009, -021, and -024. The detailed list of proposed tasks is specified in the table in Section V of this proposal. We propose an initial meeting to refine the scope of work and schedule to meet the City's needs at the outset of the project.

A successful EOA goes beyond meeting statutory requirements to help define the community's Economic Development Vision, appropriate industries, clearly delineating their needs, and documenting the analysis and conclusions in a way that is intuitively understandable to a general audience. Recommendations should be practical and implementable given the client's resources.

Our team's approach is economic development-driven and informed by extensive understanding of the economic drivers of land development. This includes:

- Outreach to local commercial, industrial, public agency and other stakeholders is the hallmark of our approach and our success. We emphasize public involvement so that local staff and officials know the community has had the opportunity to participate. The scope of work of this project involves extensive outreach to local, regional, and state partners for a fully informed process.
- A realistic assessment of existing conditions before the visioning and goal setting process occurs to provide a truly informed "where we are – where do we want to go" process, resulting in a grounded understanding of how to get there with fewer surprises.
- Critical assessment of land needs, characteristics, constraints, infrastructure, and economic characteristics from an economic and land-development perspective, tempered by thoughtful and considered land use planning experience.

The following provides more detail on the major components of an EOA project followed by a detailed table of subtasks and cost schedule in Section V of this proposal. Each project is different, and our team will tailor our approach and tasks to meet the needs of the client community.

Conduct Economic Trends Analysis consistent with OAR 660-009-0015. In this task, we will evaluate national, state, local, and global economic conditions. Our approach to this task will focus on the demographic and economic trends that we expect to influence the extent and type of employment land need in the jurisdiction over the planning period, including: demographic factors; local and regional policy framework; major employers and industry clustering; and other factors influencing the cost of businesses and investment.

Conduct Employment Growth Forecasting. We forecast future growth in employment by industry sector over the planning period. Depending on the individual project the forecasting method will rely on one of the "safe harbor" analysis techniques that use population growth or Oregon Employment Department (OED) forecasts for the economic region. It may also be appropriate to create alternative forecasts based on local trends or knowledge that become apparent during the study but are not adequately reflected in the safe harbor forecasts.



Competitive Advantage and Target Industry Analysis. We will identify the existing ecosystem of industry clusters in the local economy and the relative competitive advantage of different industry sectors relative to the regional, state and/or national level. Emerging trends and conditions within targeted industries will be identified.

Identify Commercial and Industrial User Site Attributes. We will identify the site and land needs of the target industry clusters and other major prospective employment users. The resulting product would evaluate both the short- and long- term ability of the local land supply and developed inventory to accommodate anticipated growth.

Forecast Employment Land Need. The estimates of future job growth, key industries, and industry land preferences from the prior analytical steps are used to generate estimates of need for new commercial or industrial real estate needs based on industry standards of space utilization amongst a variety of sectors and building types. The estimate of employment land need over the planning period will be tabulated by employer category, size and number of parcels, and appropriate zoning.

Employment Lands Inventory. MIG/APG will create an inventory of employment land within the city in accordance with the most recent state rules. The inventory will include lands within retail, commercial and industrial zones, as well as mixed use zones. Assumptions of infill and partially vacant land are detailed, and an iterative process involving staff guarantees that the project uses an accurate and realistic inventory of remaining employment land.

Implementation Policies and Strategies. We will develop a set of policies and strategies that are based on the preceding work products and will address a broad range of issues that can have a substantive impact on economic development. In doing so, we will address the following:

- Potential revisions and recommendations related to the community's Economic Development Objectives, the Comprehensive Plan, and the Development Code that may be needed to implement the economic development vision and goals for the city.
- Implementation recommendations that address the menu of potential policies found in OAR 660-009-0020 to encourage industrial and other employment development and ensure sufficient land for projected growth. Recommended policies may address establishing new economic development objectives, maintaining adequate land and appropriate sites, using available land efficiently, establishing incentive programs, and other measures that become apparent during the analysis.



IV. FIRM CAPACITY AND TIMELINESS

PROJECT MANAGEMENT

It is our understanding that the City seeks to select a consultant for this project in January of 2023 and complete the project in July 2023, making project duration roughly six to seven months. The final scope of work will help to identify the internal benchmarks and timeline of the project. Regular contact and status updates by phone or email between the Consultant Project Manager and City Project Manager are the most effective way to keep the team apprised of products.

The Comp Planning process involves many specific requirements for technical analysis, work products, and process deadlines. We anticipate working closely with the City Project Manager on this project to ensure that the process is following a timeline that leads to successful and timely adoption.

JOHNSON ECONOMICS and MIG/APG pride themselves on delivering high quality analysis and written products. Products are provided in draft form for client review and feedback, and not considered complete until the client is satisfied. The final scope of work serves as the guide for the elements which must appear in a final product, however our team maintains flexibility to modify elements which improve the work or bolster the analysis as needed to best serve the client’s needs.

STAFFING & TIMELINESS

Our team establishes a firm budget for each project to set expectations for cost and delivers the agreed upon product within that budget. We pride ourselves on delivering work on time and on budget, meeting the agreed upon scope and goals of the project.

Our firms maintain adequate staffing and flexibility to adapt to unforeseen challenges during the process. All team members are based in the Portland Metro area, less than one hour from the City of Woodburn. We commit to responsiveness and in-person meetings when deemed most effective for the project. In the post-COVID era, many of our projects have arrived at a mixture of remote and in-person meetings depending on the importance of the meeting, format, and material to be presented. We recommend specifying the number and types of meetings at the time of final scoping.

V. COST PROPOSAL

The following table presents the hourly rates of team members and projected budget by task for this project. We propose a total cost not to exceed \$55,000 for this project. This budget is preliminary, and we welcome further discussion on budget, approach, and scope that might impact any of these details.



BUDGET ESTIMATE

Task Items (Meetings and public events shown in blue) (Written deliverables shown in green)	JOHNSON ECONOMICS		MIG/APG			TOTALS		Lead
	Johnson \$205	Buckley \$140	Hastie \$220	Doxsee \$130	Planner \$105	Hours	Cost	
TASK 1: KICK-OFF, WORK PLAN								
1.1 Kick-off Meeting (remote)	2	2	2	2		8	\$1,390	City/JE
1.2 Project Work Plan & Schedule		3	1			4	\$640	City/JE
TOTALS:	2	5	3	2	0	12	\$2,030	
TASK 2: ECONOMIC TRENDS ANALYSIS								
2.1 Demographic and Market Trends		16	1			17	\$2,460	JE
2.2 Stakeholder, Expert and Partner Outreach	2	4				6	\$970	JE
2.3 Employment Growth Forecasting	2	6				8	\$1,250	JE
2.4 Competitive Advantage & Target Industries	8	12				20	\$3,320	JE
2.5 Online Meeting with Staff	3	3	2	2		10	\$1,735	JE
2.6 Draft Economic Trends Analysis Memo		8	1			9	\$1,340	JE
2.7 TAC Meeting #1	2	4	2	4		12	\$1,930	JE
2.8 CAC Meeting #1	2	4	2	4		12	\$1,930	JE
2.9 Final Draft Economic Trends Analysis Memo		4	1			5	\$780	JE
TOTALS:	19	61	9	10	0	99	\$15,715	
TASK 3: BUILDABLE LANDS INVENTORY								
3.1 Draft Buildable Lands Inventory (BLI)		1	4	18	32	55	\$6,720	MIG/APG
3.2 Online Meeting with Staff		2	2	3		7	\$1,110	MIG/APG
3.3 Revised BLI		1	3	12	24	40	\$4,880	MIG/APG
3.4 TAC & PAC Meetings #1 (with Task 2)						0	\$0	MIG/APG
3.5 Site Suitability Analysis	2	6				8	\$1,250	JE
3.6 Forecasted Site Need		8				8	\$1,120	JE
3.7 Reconciliation of Need and Supply		8		1		9	\$1,250	JE
TOTALS:	2	26	9	34	56	127	\$16,330	
TASK 4: IMPLEMENTATION PLAN								
4.1 Draft Economic Strategies	8	16	2	2		28	\$4,580	JE
4.2 Draft Comp Plan and Code Recs		2	8	20		30	\$4,640	JE
4.3 TAC Meeting #2		4	4	2		10	\$1,700	JE
4.4 CAC Meeting #2		4	4	2		10	\$1,700	JE
4.5 Public Outreach Meeting (Open House)	3	3	3	3		12	\$2,085	JE
TOTALS:	11	29	21	29	0	90	\$14,705	
TASK 5: FINAL EOA AND ECONOMIC STRATEGIES								
5.1 Final EOA Documents		8	7			15	\$2,660	JE
5.2 City Council Public Meeting		4	4			8	\$1,440	JE
5.3 Marion Co. Board of Comm. Public Meeting		4	4			8	\$1,440	JE
TOTALS:	0	16	15	0	0	31	\$5,540	
Total Hours	34	137	57	75	56	359		
Total Labor Costs	\$6,970	\$19,180	\$12,540	\$9,750	\$5,880		\$54,320	
Direct Expenses (travel, materials, 3rd party)							\$500	
TOTAL PROJECT COST							\$54,820	

Thank you for considering our qualifications. Please contact me if we can provide any additional information.
Staff resumes and client list are attached.



V. SUPPLEMENTAL INFORMATION

- Professional Resumes
- Johnson Economics Representative Client List



JERALD W. JOHNSON, NABE

Principal, JOHNSON ECONOMICS
Portland, Oregon

JERALD JOHNSON is a real estate market and regional economic development consultant. For over 25 years, he has consulted on a broad range of real estate development and land use economic topics, for both public- and private-sector clients. As a Principal with JOHNSON ECONOMICS, Mr. Johnson is involved in research design, economic and financial modeling, and market analysis. Mr. Johnson's consulting experience includes a wide variety of real estate development and economic topics.



Education:

Portland State University
Master of Science in Urban Planning
Bachelor of Science in Art/Economics

Areas of Specialization:

➤ Land Use & Regional Economics

- Public need analysis for conditional use permits and comprehensive plan and zone changes for residential, industrial, retail, and lodging uses;
- Development fee incidence analysis;
- Strategic Planning and residential and commercial needs assessment; and
- Target industry analysis.

➤ Residential, Commercial, and Industrial Market Analysis

- All residential property types;
- Business parks, including flex space and warehouse/distribution facilities;
- Office developments, including mid- and high-rise Class A buildings and suburban office parks;
- Retail developments, including neighborhood, community, regional and specialty retail centers;
- Hotel/motel and conference center developments.

➤ Financial Analysis

- Feasibility analysis for residential, commercial, and recreational/entertainment developments;
- Residual land value analysis and highest and best use analysis; and
- Least cost location analysis.

Experience:

Over the last 20 years, Mr. Johnson has completed hundreds of unique projects related to all types of real estate transactions and land use categories, including economic development analysis and efforts across the Northwest and beyond.

Mr. Johnson has managed or contributed to Goal 9 Economic Opportunity Analyses across the state, including Hillsboro, Beaverton, Deschutes County, Medford, Milwaukie, gorge and coastal communities, and many others. He has managed multiple unique regional EOA efforts, studying land need across jurisdictions.

Conducts market and financial analysis for major developers, including Opus Northwest, Schnitzer Northwest, Vulcan Properties, Trammell Crow Residential, Gramor Northwest, Weyerhaeuser Real Estate, Sobrato Development, Macerich, Jones Lang LaSalle, Equity and Security Capital.

Jerry is a frequent expert speaker on the economics of land development, land use issues, affordable housing, and real estate markets to regional and statewide groups.

Mr. Johnson is also an adjunct professor at Portland State University's School of Urban Studies, teaching real estate finance and real estate market analysis to graduate students. He currently sits on the Governor's Council of Economic Advisors.



BRENDAN BUCKLEY

Senior Project Manager, JOHNSON ECONOMICS
Portland, Oregon

BRENDAN BUCKLEY is a Senior Project Manager with JOHNSON ECONOMICS. Mr. Buckley conducts market research and public policy analysis for a range of public and private sector clients. He has professional experience in Urban & Regional Planning, Urban Renewal, Economic Development and Housing. Brendan's public/private background helps him develop effective implementation strategies for public clients that reflect real estate market realities.



Prior to joining JOHNSON ECONOMICS, Mr. Buckley served as an Associate Planner for the City of Gresham in long range planning and Urban Renewal, Policy and Research Assistant for the Everett Housing Authority, and a Project Manager at Imandi Corporation.

Education:

Portland State University
Portland, Oregon
Masters of Urban and Regional Planning
Graduate Cert. in Real Estate Development

Willamette University
Salem, Oregon
B.A. in Philosophy (Cum Laude)

Areas of Specialization:

- Goal 10 Housing Analysis
- Goal 9 Econ. Opportunities Analysis
- Community Master Planning
- Real Estate Market Analysis
- Interface of Public Policy and Private Development
- Urban Renewal and Redevelopment
- Town Center Revitalization
- Pro Forma and Feasibility Analysis
- Urban and Regional Planning
- Affordable Housing
- GIS Analysis

RECENT EXPERIENCE:

Has managed or contributed major analysis to Goal 9 Economic Opportunities Analysis for multiple jurisdictions including Albany, Beaverton, Forest Grove, Hillsboro, Keizer, Milwaukie, Molalla, Seaside, Troutdale, and 15 Eastern Oregon cities. EOA experience includes quantitative analysis, buildable lands inventory, policy review and recommendations, land need forecasts, document drafting, public outreach and presentation.

Goal 10 Housing Needs Analysis for multiple jurisdictions including the cities of Banks, Beaverton, Cornelius, Forest Grove, Hermiston, Hillsboro, Keizer, Milwaukie, North Plains, Seaside, The Dalles, Tigard, Troutdale.

Assessment of commercial land need in conjunction of zone change applications in West Linn, Tigard, Beaverton, Philomath, and Battle Ground, WA.

Market analysis of office, retail and industrial employment types.

Market and redevelopment analysis for the Eastside MAX station area neighborhoods in Portland, Oregon. Pro-forma feasibility assessment of transit-oriented and mixed-use development. Assessment of impact of code and policy levers on development feasibility.

Market analysis in support of Urban Renewal and downtown revitalization plans for multiple Oregon jurisdictions.



Matt Hastie, AICP

PROJECT MANAGER | MIG | APG

Matt Hastie has a wide range of education and experience in economic development, housing studies, land use planning, project management, public involvement, environmental regulation, geographic information systems, and transportation issues. He has conducted strategic planning and stakeholder and public involvement services for numerous projects throughout the Pacific Northwest. He has provided land use, housing, growth management, comprehensive planning, and transportation planning for clients in Oregon, Washington, Alaska, and Idaho. Matt is a member of the American Planning Association, has served as a visiting lecturer on the faculty of the City and Regional Planning Department at Cornell University, is an adjunct professor at Portland State University, and is a Past President of Women's Transportation Seminar (WTS) in Portland, Oregon. Matt has participated in numerous economic and housing analyses, strategy plans, and development code audits and updates for communities throughout Oregon.

EDUCATION

- » Masters in Regional Planning, Cornell University
- » BS, Engineering, Cornell University

PROFESSIONAL AFFILIATIONS

- » Women's Transportation Seminar
- » American Planning Association
- » American Institute of Certified Planners
- » Portland State University (Adjunct Professor)

SELECTED PROJECT EXPERIENCE

- » Assisted with **Economic Opportunity Analyses** and associated **Buildable Lands Inventories** and **Policy Reviews** for cities of Albany, Astoria, Keizer, North Bend, Sisters, The Dalles, Troutdale, Warrenton, and others.
- » Updated **Comprehensive Plans**, including **Economic Development policy updates** for cities of Milwaukie, Sisters and Deschutes and Multnomah Counties
- » Conducted **Goal 10 Housing Needs Analyses, Buildable Lands Inventories, and Policy and Code Recommendations** for the cities of Albany, Astoria, Baker City, Beaverton, Boardman, Cornelius, Gold Beach, Happy Valley, Irrigon, Keizer, Manzanita, Milwaukie, Monmouth, Nehalem, Prineville, Silverton, Sisters, The Dalles, Tigard, Troutdale, Warrenton, and West Linn
- » Conducted **Multi-Jurisdictional Housing Studies** for Clatsop and Morrow Counties and all their cities
- » Prepared **Housing Strategic Implementation Plan** for the City of Tigard, including a variety of strategies related to development code amendments, financing tools, and organizational improvements
- » Prepared **Housing Strategic Implementation Plan** for Lincoln County and all its cities, with a focus on intergovernmental coordination, housing rehabilitation, and building on recent local successes



Clinton "CJ" Doxsee

SENIOR PLANNER | MIG/APG

Clinton "CJ" is an urban planner with a strong foundation in communications and geographic information systems (GIS). His experience in community involvement, local and regional planning, and technical analysis and writing allow him to approach projects from a holistic perspective and with a collaborative work ethic. CJ brings together a diverse set of valuable skills to fulfill a broad range of project needs – from producing illustrative maps and documents to in-depth technical analysis and research.

EDUCATION

- » Master of Urban and Regional Planning, Portland State University
- » BA, Communication, University of Colorado, Boulder

PROFESSIONAL AFFILIATIONS

- » American Planning Association


SELECTED PROJECT EXPERIENCE

- » Assisted with **Economic Opportunity Analyses** and associated **Buildable Lands Inventories** and **Policy Reviews** for cities of North Bend and The Dalles.
- » Updated **Comprehensive Plans**, including **Economic Development policy updates** for Multnomah County.
- » Conducted **Goal 10 Housing Needs Analyses**, **Buildable Lands Inventories**, and **Policy and Code Recommendations** for the cities of Baker City, Cornelius, North Bend, Hermiston, and Scappoose
- » Prepared a **Buildable Land Inventory Assessment** of related land use and development capacity for all Centers and Corridors in unincorporated Washington County.

ATTACHMENT A
PROPOSAL CERTIFICATIONS

Non-Discrimination Certification


The Contractor agrees not to discriminate against any client, employee or applicant for employment or for services, because of race, color, religion, sex, national origin, handicap or age with regard to, but not limited to, the following: employment upgrading, demotion or transfer; recruitment or recruitment advertising; layoffs or termination; rates of pay or other forms of compensation; selection for training; rendition of services. It is further understood that any contractor who is in violation of this clause shall be barred from receiving awards of any purchase order from the City, unless a satisfactory showing is made that discriminatory practices have terminated and that a recurrence of such acts is unlikely.

Firm Name: Johnson Economics LLC
Officer's signature: 
Type or print officer's name: Jerry Johnson, Principal

Resident Certification

Please Check One:

- ☒ Resident Vendor: Vendor has paid unemployment taxes and income taxes in this state during the last twelve calendar months immediately preceding the submission of this proposal.
- Or
- ☐ Non-Resident Vendor: Vendor does not qualify under requirement stated above.
(Please specify your state of residence:)

Firm Name: Johnson Economics LLC
Officer's signature: 
Type or print officer's name: Jerry Johnson, Principal

City of Woodburn, BLI & EOA Project (2023)

BUDGET ESTIMATE

Task Items (Meetings and public events shown in blue) (Written deliverables shown in green)	JOHNSON ECONOMICS		MIG/APG			TOTALS		Lead
	Johnson \$205	Buckley \$140	Hastie \$220	Doxsee \$130	Planner \$105	Hours	Cost	
TASK 1: KICK-OFF, WORK PLAN								
1.1 Kick-off Meeting (remote)	2	2	2	2		8	\$1,390	City/JE
1.2 Project Work Plan & Schedule		3	1			4	\$640	City/JE
TOTALS:	2	5	3	2	0	12	\$2,030	
TASK 2: ECONOMIC TRENDS ANALYSIS								
2.1 Demographic and Market Trends		16	1			17	\$2,460	JE
2.2 Stakeholder, Expert and Partner Outreach	2	4				6	\$970	JE
2.3 Employment Growth Forecasting	2	6				8	\$1,250	JE
2.4 Competitive Advantage & Target Industries	8	12				20	\$3,320	JE
2.5 Online Meeting with Staff	3	3	2	2		10	\$1,735	JE
2.6 Draft Economic Trends Analysis Memo		8	1			9	\$1,340	JE
2.7 TAC Meeting #1	2	4	2	4		12	\$1,930	JE
2.8 Final Draft Economic Trends Analysis Memo		4	1			5	\$780	JE
TOTALS:	17	57	7	6	0	87	\$13,785	
TASK 3: BUILDABLE LANDS INVENTORY								
3.1 Draft Buildable Lands Inventory (BLI)		1	4	18	32	55	\$6,720	MIG/APG
3.2 Online Meeting with Staff		2	2	3		7	\$1,110	MIG/APG
3.3 Revised BLI		1	3	12	24	40	\$4,880	MIG/APG
3.4 TAC Meeting #1 (with Task 2)						0	\$0	MIG/APG
3.5 Site Suitability Analysis	2	6				8	\$1,250	JE
3.6 Forecasted Site Need		8				8	\$1,120	JE
3.7 Reconciliation of Need and Supply		8		1		9	\$1,250	JE
TOTALS:	2	26	9	34	56	127	\$16,330	
TASK 4: IMPLEMENTATION PLAN								
4.1 Draft Economic Strategies	8	16	2	2		28	\$4,580	JE
4.2 Draft Comp Plan and Code Recs		2	8	20		30	\$4,640	JE
4.3 TAC Meeting #2		4	4	2		10	\$1,700	JE
TOTALS:	8	22	14	24	0	68	\$10,920	
TASK 5: FINAL EOA AND ECONMIC STRATEGIES								
5.1 Final EOA Documents		8	7			15	\$2,660	JE
5.2 City Council Public Meeting		4	4			8	\$1,440	JE
5.3 Marion Co. Board of Comm. Public Meeting		4	4			8	\$1,440	JE
TOTALS:	0	16	15	0	0	31	\$5,540	
Total Hours	29	126	48	66	56	325		
Total Labor Costs	\$5,945	\$17,640	\$10,560	\$8,580	\$5,880		\$48,605	
Direct Expenses (travel, materials, 3rd party)							\$500	
TOTAL PROJECT COST							\$49,105	

ADD ALTERNATE TASKS								
Community Advisory Comm. Meetings (2)		8	8	4		20	\$3,400	JE
Public Outreach Meeting (Open House)	3	3	3	3		12	\$2,085	JE
Legislative Amendment Findings		4	5		28	37	\$4,600	MIG/APG
	3	15	16	7	28	69	\$10,085	