

## AGENDA

### WILSONVILLE CITY COUNCIL MEETING DECEMBER 15, 2014 7:30 P.M.

CITY HALL  
29799 SW TOWN CENTER LOOP  
WILSONVILLE, OREGON

Mayor Tim Knapp

Council President Scott Starr  
Councilor Susie Stevens

Councilor Richard Goddard  
Councilor Julie Fitzgerald

#### CITY COUNCIL MISSION STATEMENT

To protect and enhance Wilsonville's livability by providing quality service to ensure a safe, attractive, economically vital community while preserving our natural environment and heritage.

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#### Work Session is held in the Willamette River Room, City Hall, 2<sup>nd</sup> Floor

- 5:30 P.M.** Joint meeting with West Linn-Wilsonville School Board
- A. Urban Renewal Strategic Plan Overview (staff - Retherford/Cole) [15 min.]
  - B. Major Transportation Initiatives (staff - Kraushaar/Mende/Adams) [20 min.]
  - C. Facilities Master Planning Project Overview (staff - Kerber/Cosgrove) [10 min.]
  - D. Frog Pond/Advance Road Update (staff - Neamtzu) [40 min.]
- 7:00 P.M.** Recreation Aquatic Center Task Force Recommendations (Sherer)
- 7:30 P.M.** **ADJOURN**
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#### CITY COUNCIL MEETING

The following is a summary of the legislative and other matters to come before the Wilsonville City Council a regular session to be held, Monday, December 15, 2014 at City Hall. Legislative matters must have been filed in the office of the City Recorder by 10 a.m. on December 3, 2014. Remonstrances and other documents pertaining to any matters listed in said summary filed at or prior to the time of the meeting may be considered therewith except where a time limit for filing has been fixed.

### Note Council Meeting start time is 7:30 PM

- 7:30 P.M.** **CALL TO ORDER**
- A. Roll Call
  - B. Pledge of Allegiance
  - C. Motion to approve the following order of the agenda and to remove items from the consent agenda.

**7:35 P.M. MAYOR'S BUSINESS**

- A. Thank Councilor Goddard for his Services on the City Council.
- B. Upcoming Meetings

**7:50 P.M. COMMUNICATIONS**

- A. City Auditors End of Year Presentation (staff – Cole)

**8:00 P.M. CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS**

This is an opportunity for visitors to address the City Council on items *not* on the agenda. It is also the time to address items that are on the agenda but not scheduled for a public hearing. Staff and the City Council will make every effort to respond to questions raised during citizens input before tonight's meeting ends or as quickly as possible thereafter. Please limit your comments to three minutes.

**8:10 P.M. COUNCILOR COMMENTS, LIAISON REPORTS & MEETING ANNOUNCEMENTS**

- A. Council President Starr – *(Park & Recreation Advisory Board Liaison)*
- B. Councilor Goddard – *(Library Board Liaison)*
- C. Councilor Fitzgerald – *(Development Review Panels A & B Liaison)*
- D. Councilor Stevens – *(Planning Commission; CCI; Wilsonville Seniors Liaison)*

**8:20 P.M. PUBLIC HEARING**

- A. **Ordinance No. 765** – 1<sup>st</sup> reading  
An Ordinance Of The City Of Wilsonville Amending Wilsonville Code Chapter 3, Section 3.560, By Providing For A Governmental Exemption From The Established Privilege Tax For Use Of City Right-Of-Ways And Allowing Alternative Consideration In Lieu Of The Tax. (staff – Kohlhoff)

**8:35 P.M. CONTINUING BUSINESS**

- A. **Ordinance No. 763** – 2<sup>nd</sup> reading  
An Ordinance Of The City Of Wilsonville Annexing Approximately 9.8 Acres At 11650 SW Tooze Road And A Small Triangular, Approximately 6315 Square Foot, Property Across SW Grahams Ferry Road From 28333 SW Grahams Ferry Road Into The City Limits Of The City Of Wilsonville, Oregon; The Land Is More Particularly Described As Tax Lots 1100, 1101, And 1503 (Formerly 1591) Of Section 15 T3S-R1W, Clackamas County, Oregon, City Of Wilsonville, Applicant. (Staff – Pauly)
- B. **Ordinance No. 764** – 2<sup>nd</sup> reading  
An Ordinance Of The City Of Wilsonville Approving A Zone Map Amendment From The Clackamas County Rural Residential Farm Forest 5 (RRFF5) Zone To The Village (V) Zone On Approximately 9.8 Acres At 11650 SW Tooze Road And A Small Triangular Approximately 6315 Square Foot Property Across SW Grahams Ferry Road From 28333 SW Grahams Ferry Road. Comprising Tax Lots 1100, 1101, And 1503 (Formerly 1591) Of Section 15, T3S, R1W, Clackamas County, Oregon, City Of Wilsonville, Applicant.
- C. **Ordinance No. 762** – 2<sup>nd</sup> Reading

12/8/2014 11:32 AM Last Updated

An Ordinance Of The City Of Wilsonville Amending Wilsonville Code Chapter 3, Section 3.000(19) To Allow The City Manager And His/Her Designee To Establish And Post Park Closure Hours. (staff – Sherer)

**8:50 P.M. NEW BUSINESS**

- A. Recreation / Aquatic Center Recommendation (staff – Sherer)

**9:20 P.M. CITY MANAGER'S BUSINESS**

**9:25 P.M. LEGAL BUSINESS**

**9:30 P.M. ADJOURN**

Time frames for agenda items are not time certain (i.e. Agenda items may be considered earlier than indicated. The Mayor will call for a majority vote of the Council before allotting more time than indicated for an agenda item.) Assistive Listening Devices (ALD) are available for persons with impaired hearing and can be scheduled for this meeting if required at least 48 hours prior to the meeting. The city will also endeavor to provide the following services, without cost, if requested at least 48 hours prior to the meeting:-Qualified sign language interpreters for persons with speech or hearing impairments. Qualified bilingual interpreters. To obtain services, please contact the City Recorder, (503)570-1506 or [king@ci.wilsonville.or.us](mailto:king@ci.wilsonville.or.us)

## King, Sandy

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**From:** Cosgrove, Bryan  
**Sent:** Monday, December 01, 2014 1:44 PM  
**To:** RhoadesW@wlwv.k12.or.us  
**Cc:** King, Sandy  
**Subject:** Joint Session

Bill,

Here is a preliminary list of items for our joint work session on December 15th. Please review the list and let me know if there is anything you wish to add/delete/amend.

1. Update on Urban Growth Report seeking to add the Advance Rd. area into the Urban Growth Boundary and an update on the Frog Pond/Advance Rd. Concept Planning.
2. Annexation and development of the new middle school site.
3. Coordination between District and City on build out of athletic fields and build out of new middle school.
4. Urban Renewal Strategic Plan adoption, and how those recommendations impact District's local option operating levy.
5. Safe Routes to School opportunities
6. Update on major transportation initiatives by the City of Wilsonville.
7. Update on Aquatic/Recreation Feasibility Study and opportunities for partnerships with West-Linn/Wilsonville School District for shared use opportunities (not limited to aquatic/rec center).
8. Future of Art Tech at existing location, and update on City's Facility Master Planning initiative

Once we finalize the agenda I'll have my City Recorder publish and post.

Regards,

Bryan Cosgrove,  
City Manager

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29799 SW Town Center Loop  
Wilsonville, Oregon 97070

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**Everything can be taken from a man but one thing: the last of human freedoms - to choose one's attitude in any given set of circumstances, to choose one's own way.**

[Viktor E. Frankl](#)

**CITY COUNCIL MEETING  
STAFF REPORT**

<b>Meeting Date:</b> December 15, 2014	<b>Subject:</b> Recreation and Aquatic Center Feasibility Study  <b>Staff Member:</b> Stan Sherer  <b>Department:</b> Parks and Recreation	
<b>Action Required</b> <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 <sup>st</sup> Reading Date: <input type="checkbox"/> Ordinance 2 <sup>nd</sup> Reading Date: <input type="checkbox"/> Resolution <input type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input type="checkbox"/> Consent Agenda	<b>Advisory Board/Commission Recommendation</b> <input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable  <b>Comments:</b> The process was overseen by the Recreation and Aquatic Center Task Force, which voted 7-1 to move forward with presenting the proposed facility to the voters at the November 2015 General Election.	
<b>Staff Recommendation:</b> Staff recommends the City Council accept the Recreation and Aquatic Center feasibility study.		
<b>Recommended Language for Motion:</b> I move to accept the Recreation and Aquatic Center feasibility study and direct staff to develop a plan for placing the matter on the November 2015 ballot.		
<b>PROJECT / ISSUE RELATES TO:</b>		
<input checked="" type="checkbox"/> Council Goals/Priorities	<input type="checkbox"/> Adopted Master Plan(s)	<input type="checkbox"/> Not Applicable

**ISSUE BEFORE COUNCIL:** Should the City Council accept the Recreation and Aquatic Center Task Force recommendation to pursue a Recreation and Aquatic Center?

**EXECUTIVE SUMMARY:** One of the City Council’s 2013-15 goals is to complete a feasibility study for a community recreation and aquatic center in Wilsonville. Pursuant to that direction, staff prepared a Request for Proposal (RFP) to select a consulting team.

The scope of work for the project included the following:

- Market Analysis; analyze the demographic and socioeconomic characteristics, as well as sports participation research, of the primary service area and identify historical, current and projected trends for the service area including employment, income, population, etc.
- Stakeholder Interviews and Public Input; Conduct interviews with local sport leagues and associations, local senior groups, school district representatives, recreation league participants and solicit interested public input.
- Prepare conceptual facility design.
- Prepare a detailed financial and economic feasibility analysis (Pro Forma).
- Present findings to the Task Force and the City Council.

Staff interviewed several consulting firms and selected Sports Facilities Advisory (SFA). SFA partnered with Councilman-Hunsaker to prepare the aquatic design and operational model. SFA is a large national company with experience and expertise in both financial feasibility analysis and management of similar multipurpose recreation and aquatic facilities nationwide. Councilman-Hunsaker is a nationally acclaimed company specializing in aquatic facilities.

In February 2014 the City created a task force to guide the process and provide input to the consultants. Under direction of the City Council, the Recreation and Aquatic Center Task Force members were selected by the City Manager. The task force represented a diverse cross-section of the community including local sports associations, seniors, school district, and community leaders. The task force was chaired by Councilor Starr. The Task Force met with the consultant four times throughout the project.

The first phase of the project was to conduct a market analysis. The consultant team visited several recreation and aquatic facilities throughout the Portland metro area and gathered information about amenities at comparable regional facilities. The market analysis also included a demographic assessment for Wilsonville and surrounding communities. This first phase in the process is critical because it determines the target market for this type of a facility and ultimately determines if the Wilsonville market area can financially support a recreation and aquatic facility. Based on the assessment of demographic data, as well as similar regional facilities, the consultants concluded that the Wilsonville market area can support a recreation aquatic facility. The next step in the process was to conduct a financial analysis.

The financial feasibility stage began with identification of specific amenities that could be supported by identified market and with the right financial structure. The task force met several times to provide input on types of amenities and associated recreational programs. Based on the amenities and programs identified by the task force, the consultant team conducted a financial analysis, referred to as the Pro Forma. This detailed analysis examined the costs and revenue associated with each amenity and program. The goal was to develop a programming model that will be financially sustainable long-term. The following amenities were included because they generate sufficient revenue to achieve the goal of operational sustainability.

- Basketball Courts (basketball, volleyball, indoor soccer, pickleball, etc.)
- Fitness Center
- Multi-Use Rooms (dance, cross training, aerobics, etc.)
- Walking Track

- Administration Offices
- Natatorium (25 yard / 6 lane pool, 6,000 SF Leisure Pool, multi-purpose classroom, office space, etc.)
- Rock Climbing Wall
- Concessions
- Child Care
- Multi-Purpose Rooms (birthday parties, rental/banquet rooms)

The Pro Forma concluded that a recreation and aquatic center is sustainable in Wilsonville with the above listed amenities and identified programs. A facility of this nature requires support from the City's general fund for approximately five years for start-up costs. After the fifth year, the facility will be close to operationally self-supporting.

If approved by the voters, the construction of this facility will be paid through general obligation bonds. There is a specific process included in state statute for preparing and presenting ballot title questions to the voters.

The task force spent a significant amount of time reviewing the detailed financial Pro Forma before making a recommendation to the City Council. The task force voted 7-1 to recommend that the City Council pursue the development of a recreation and aquatic center in Wilsonville.

The next steps are:

- Initiate discussions with the City's bond counsel regarding process
- Continue the site selection effort (\$3.75 M included in the preform for site acquisition)
- Determine operations management model to be decided through an RFP. Staff recommends Council consider the Design-Build-Operate (DBO) model, which has been used successfully by the City on projects such as the Sewer and Water Plant Upgrade Projects. There are significant cost savings that can be realized using the DBO model during construction as well as on the operational side.

**EXPECTED RESULTS:**

**TIMELINE:**

- Develop criteria and identify appropriate site for Recreation and Aquatic Center (January/February 2015).
- Prepare and advertise an RFP for the construction and operations of the recreation and aquatic center (March/April 2015).
- Prepare ballot title language and present to Council (July/August 2015).
- Present question to voters (November 2015).

**CURRENT YEAR BUDGET IMPACTS: N/A**

**FINANCIAL REVIEW / COMMENTS:**

Reviewed by: SCole Date: 12/8/14

It is important to note that the concept of financial sustainability discussed above only refers to the day-to-day operations and does not include major maintenance, rehabilitation or replacement

of any of the facility's components. Examples of these items include pumps, heating and ventilation systems, roofing, etc. The City will need to plan appropriately for these items to ensure resources are available when necessary.

**LEGAL REVIEW / COMMENT:**

Reviewed by: MEK Date: 12/3/2014

It should be noted that there is also a DBFOM process that is currently in use for major infrastructure projects. The process is design, build, finance, operate and maintain. This is used for larger projects and the design builder also provides the financing, the operation and maintenance. Whether the size of the proposed facility is large enough is a question that needs to be determined. The report correctly indicates there is a statutory process for referring a ballot measure to the voters and time line provided can meet the process for a 2015 November election.

**COMMUNITY INVOLVEMENT PROCESS:** The public was represented by a task force of community members and stakeholder groups. There were four task force meetings throughout the project.

**POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY:** A recreation and aquatic center supports the City's healthy community initiative. The facility provides multigenerational services to seniors, youth, and families in Wilsonville. Market analysis concluded a facility would serve as a regional draw thus supporting economic development and tourism in Wilsonville. The market analysis also acknowledged deficiencies in particular amenities in Wilsonville, such as a gymnasium, so this facility meets a current service demand.

**ALTERNATIVES:**

**CITY MANAGER COMMENT:**

**ATTACHMENTS**

- A. Task Force Members
- B. Five –Year Operating Pro Forma

# Recreation & Aquatic Center Task Force Members

November 2014



**TASK FORCE CHAIR: City Councilor Scott Starr (ex-officio)**

*Members listed alphabetically by last name*

**Marie Alaniz**, Social Service Specialist, Oregon Department of Human Services; Board Member, Latino Educational and Recreational Network (LEaRN)

**Eric Bohard**, Chair, Wilsonville Parks and Recreation Advisory Board

**Joyce Campbell**, Wilsonville Arts and Culture Council (WA&CC)

**Donna Crace**

**George Crace**, Teacher and Coach, Horizon Christian High School

**Craig Faiman**, former Wilsonville Planning Commissioner

**Darren Harmon**, General Manager, Family Fun Center/Bullwinkle's Restaurant

**Laurie Hieb**, Board Member, Wilsonville Youth Sports, Inc.; Executive Director, Oregon Newspaper Publishers Association (ONPA)

**Steve Hurst**, former Wilsonville City Councilor

**Laura LaJoie**, Principal, Joy of Life Chiropractic Center

**Wes Morris**, Chair, Wilsonville Community Seniors, Inc.

**Pat Rehberg**, Group Leader, The Wilsonville Wheelers; Coordinator, Cascade Prime Timers

**Steve Schramm**, Teacher and Coach, West Linn-Wilsonville School District

**Elaine Swyt**, Board Member, Wilsonville Parks and Recreation Advisory Board

**Donna Talus**, Past State President, American Association of University Women (AAUW) Oregon

**Mike Tatlock**, Lead Pastor, Grace Chapel

**Michelle Tonkin**, Event Organizer, Run For The Love of Schools

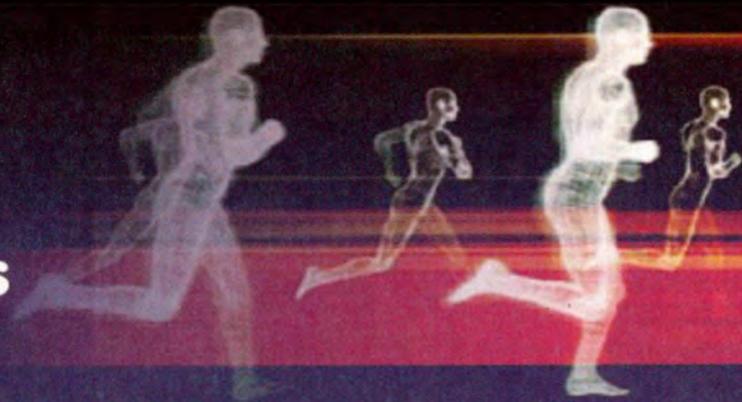
**Tim Woodley**, Director of Operations, West Linn-Wilsonville School District

**Staff Contacts:**

**Jeanna Troha**, Assistant City Manager, City of Wilsonville

**Stan Sherer**, Director, Wilsonville Parks and Recreation Department

**Brian Stevenson**, Recreation Coordinator, Wilsonville Parks and Recreation Department



# **Wilsonville Recreation Center (Wilsonville, OR)**

## *Five-Year Operating Pro Forma*

**Date: October 2014**  
*Produced For: City of Wilsonville*  
*Produced By: The Sports Facilities Advisory*

*Note: SFA has no responsibility to update this financial forecast for events and circumstances that occur after the date of these deliverables. The findings presented herein reflect analysis of primary and secondary sources of information. SFA utilized sources deemed to be reliable but cannot guarantee their accuracy. Moreover, estimates and analysis presented in this financial forecast are based on trends and assumptions, which usually result in differences between the projected results and actual results. Because events and circumstances frequently do not occur as expected, those differences may be material.*



## Facility Program

### Indoor Athletic Facility (IAF)

Space	Indoor Programming Product/Service	Count	Dimensions		Approx. SF each	Total SF	% of Footprint
			L (')	W (')			
Court	Hardwood Basketball Courts (actual courts 84' x 50')	2	72	116	8,352	16,704	21.2%
	<i>Total Court Sq. Ft.</i>						16,704
Fitness	Fitness Center	1	70	70	4,900	4,900	6.2%
	Multi-Use Rooms (Dance, Cross training, boxing, aerobics)	2	35	35	1,225	2,450	3.1%
	<i>Total Fitness Sq. Ft.</i>						7,350
Track	Walking track (Poured Synthetic)	1	520	10	5,200	5,200	6.6%
	<i>Total Track Sq. Ft.</i>						5,200
Natatorium	25 yard / 6-lane Pool	1	75	45	3,375	3,375	4.3%
	Leisure Pool	1	Variable		6,000	6,000	7.6%
	Warm Water Spa	1	Variable		145	145	0.2%
	Deck Space	1	Variable		12,480	12,480	15.9%
	Multi-Purpose Classroom	1	40	20	800	800	1.0%
	Aquatics Offices	2	15	15	225	450	0.6%
	Storage	1	20	25	500	500	0.6%
	Pool Mechanical Room	1	50	30	1,500	1,500	1.9%
<i>Total Aquatics Sq. Ft.</i>						25,250	32.1%
Flex Space	Locker Rooms w/showers	2	50	40	2,000	4,000	5.1%
	Family Changing Room	2	10	10	100	200	0.3%
	Lobby/Welcome Area	1	30	20	600	600	0.8%
	Manager Offices	2	10	10	100	200	0.3%
	Office Area	1	40	30	1,200	1,200	1.5%
	Concessions	1	40	20	800	800	1.0%
	Child Watch	1	30	20	600	600	0.8%
	Nursery	1	15	15	225	225	0.3%
	Multi-Purpose Classroom	1	60	25	1,500	1,500	1.9%
	Rec Room	1	40	40	1,600	1,600	2.0%
<i>Total Admin/Flex Space Sq. Ft.</i>						10,925	13.9%
Adventure	Rock Wall	1	40	30	1,200	1,200	1.5%
	<i>Total Adventure Sq. Ft.</i>						1,200
Required SF for Products and Services						66,629	84.7%
Mechanical, Electrical, Storage, etc.						8% of P&S SF 5,330	6.8%
Common Area, Stairs, Circulation, etc.						10% of P&S SF 6,663	8.5%
<b>Total Estimated Building</b>						<b>78,622</b>	<b>100%</b>
<b>Total Building Acreage</b>						<b>1.8</b>	

### Site Development (IAF)

Outdoor	Quantity	Dimensions		Approx. SF each	Total SF	% of Total
		L (')	W (')			
Parking Spaces Total (10'x18')	393	20	20	400	157,244	61.5%
Setbacks, Green Space, etc.				25% of Indoor SF	19,656	7.7%
<b>Total Estimated Complex SF</b>					<b>255,522</b>	<b>100%</b>
<b>Total Complex Acreage</b>					<b>5.9</b>	



## Capital Costs and Start-up Expenses - RE LLC

### Indoor Facility

Details		Quantity	Unit	Cost/Unit	Budgeted Cost	% of Total
<b>Building &amp; Land Cost</b>						
RE Acquisition	Estimated \$3.5M - \$3.75M	5.9	Acre	\$639,279	\$3,750,000	14.9%
<b>Land Cost Total</b>					<b>\$3,750,000</b>	<b>14.9%</b>
<b>Hard Costs</b>						
Building Construction - Full Facility Except for Natatorium	Warm Shell (Slab, Structure, Systems, High Efficiency LED Lighting Package-ASG Energy, Basic Finishes, Prevailing Wages etc.)	53,372	SF	\$75	\$4,002,917	15.9%
Building Construction - Natatorium	Erosion Resistant Warm Shell with Pools, Equipment, and Systems	22,000	SF	\$250	\$5,500,000	21.9%
Building Construction - Natatorium Support Spaces	Erosion Resistant Warm Shell with Systems, FF&E, and Finishes for Dry Portions of Natatorium	3,250	SF	\$160	\$520,000	2.1%
Solar Panels	Per State Statute-1.5% Total Project Cost	1	LS	\$270,008	\$270,008	1.1%
Site Development	Paving, Grading, Utilities, Landscaping, improvement allocation for indoor facility	5.9	Acre	\$150,000	\$879,897	3.5%
Adjustment for Prevailing Wages	41% increase on labor costs	1.0	LS	\$1,400,000	\$1,400,000	5.6%
<b>Contingency</b>				20.00%	\$2,234,564	8.9%
<b>Hard Cost Total</b>					<b>\$14,807,386</b>	<b>58.9%</b>
<b>Court Area</b>						
Wood Court Flooring		16,704	SF	\$9.25	\$154,512	0.6%
Basketball Net & Stanchion System	Mechanical Roll-down system	4	Ea.	\$6,000	\$24,000	0.1%
Volleyball Net System	Electronic System (Nets, Poles, Padding, etc.)	2	Ea.	\$10,000	\$20,000	0.1%
Scoreboards	With Controllers	2	Ea.	\$5,000	\$10,000	0.0%
Benches (Participants)		4	Ea.	\$550	\$2,200	0.0%
Bleachers (Spectators)	Tip and Roll	4	Ea.	\$2,500	\$10,000	0.0%
Curtains (Court)	Mechanical Roll Down	1	Ea.	\$13,500	\$13,500	0.1%
Netting	Separating Basketball Courts from Track - 1 3/16" Ceiling & Perimeter Netting, Includes Fire Retardant Treatment	1	Ea.	\$28,400	\$28,400	0.1%
<b>Fitness</b>						
Fitness Center Flooring		4,900	SF	\$5	\$24,500	0.1%
Fitness Equipment	Buildout & Equipment	4,900	SF	\$45	\$220,500	0.9%
Multi-Purpose Room Flooring		2,450	SF	\$12	\$29,400	0.1%
<b>Track</b>						
Track Surface	Poured Synthetic	5,200	SF	\$7	\$36,400	0.1%
<b>Adventure</b>						
Rock Wall	Purchased Equipment	1	Ea.	\$125,000	\$125,000	0.5%
<b>Miscellaneous</b>						
Athletic Equipment	Balls, Cones, & Training Equip.	1	LS	\$10,000	\$10,000	0.0%
Locker Rooms	Buildout	4,000	SF	\$65	\$260,000	1.0%
<b>Tax and Shipping</b>				9.00%	\$63,757	0.3%
<b>Contingency</b>				20.00%	\$206,434	0.8%
<b>Field and Sport Equipment Cost Total</b>					<b>\$1,238,603</b>	<b>4.9%</b>
<b>FOOD &amp; BEVERAGE</b>						
Equipment		1	LS	\$90,000	\$90,000	0.4%
Finish Out		1	LS	\$30,000	\$30,000	0.1%
<b>FURNISHINGS</b>						
Furnishings	Offices, Meeting Rooms, Classrooms, Etc.	1	LS	\$75,000	\$75,000	0.3%
Hardware	IT systems, Computers, Etc.	1	LS	\$50,000	\$50,000	0.2%
Software		1	LS	\$20,000	\$20,000	0.1%
<b>MISCELLANEOUS</b>						
Signage & Banners		1	LS	\$50,000	\$50,000	0.2%
Maintenance Equipment	General Facility Maintenance Equipment (Tools, Plumbing/Electrical/Cleaning)	1	LS	\$10,000	\$10,000	0.0%
<b>Tax &amp; Shipping</b>				9.00%	\$29,250	0.1%
<b>Contingency</b>				20.00%	\$70,850	0.3%
<b>Furniture, Fixtures and Equipment Cost Total</b>					<b>\$425,100</b>	<b>1.7%</b>
<b>Soft Costs-Construction</b>						
Design-Build Fee				7.0%	\$1,415,476	5.6%
Impact Fees	TBD				\$25,000	0.1%
SDC/Building Permit/Planning Fees					\$1,924,466	7.7%
Pre-Launch Professional Services	Legal, Accounting, Bank, Consulting				\$50,000	0.2%
Presentation Materials	Renderings, etc.				\$10,000	0.0%
<b>Soft Costs-Operations</b>						
Facility Development Consulting Fees	SFA Consulting Fee				\$174,000	0.7%
Consultant Travel	\$3,000/month				\$36,000	0.1%
Marketing Allowance	Pre-Opening Marketing Budget				\$129,891	0.5%
Pre-Opening Staff Budget	Staffing Cost Pre-Grand Opening				\$344,981	1.4%
<b>Contingency</b>				20.00%	\$821,963	3.3%
<b>Soft Cost Total</b>					<b>\$4,931,776</b>	<b>19.6%</b>
<b>Total Construction Costs</b>					<b>\$25,152,865</b>	<b>100.0%</b>
<b>Working Capital Reserve</b>					<b>TBD</b>	
<b>Cost Per Square Foot (Building Only)</b>					<b>\$259.91</b>	



## Capital Costs and Start-up Expenses

SOURCES OF FUNDS - RE LLC		
Equity Financing	0%	\$0
Debt Financing	100%	\$25,152,865
Working Capital Reserve	<i>Owner Equity</i>	TBD
<b>Total Sources of Funds</b>		<b>\$25,152,865</b>
USES OF FUNDS - RE LLC		
Land Cost		\$3,750,000
Hard Cost		\$14,807,386
Field and Sport Equipment Cost		\$1,663,703
Soft Cost		\$4,931,776
Working Capital Reserve		TBD
<b>Total Uses of Funds</b>		<b>\$25,152,865</b>



### Indoor Facility Revenue & Expenses- OPS LLC

Revenue	Year 1	Year 2	Year 3	Year 4	Year 5	Cumulative
<b>Local Usage Revenue</b>						
IAF-Memberships	\$913,838	\$1,463,970	\$1,765,144	\$1,846,203	\$2,035,439	\$8,024,593
IAF- Fitness & Training	\$79,831	\$95,798	\$110,646	\$116,178	\$121,987	\$524,441
IAF-Basketball	\$74,432	\$89,319	\$112,988	\$124,287	\$137,026	\$538,052
IAF-Volleyball	\$33,750	\$40,500	\$51,233	\$56,356	\$62,132	\$243,970
IAF-Futsal	\$10,500	\$12,600	\$15,939	\$17,533	\$19,330	\$75,902
IAF-Court Rental	\$18,500	\$20,350	\$22,436	\$22,436	\$23,558	\$107,279
IAF-Aquatics	\$295,080	\$323,628	\$373,262	\$391,397	\$430,961	\$1,814,329
IAF-Rock Wall	\$22,310	\$24,541	\$28,345	\$29,762	\$32,813	\$137,771
IAF-Birthday Parties	\$19,200	\$23,040	\$26,611	\$27,942	\$30,806	\$127,599
IAF-Corporate and Group Events	\$8,800	\$9,680	\$12,778	\$14,055	\$16,234	\$61,547
IAF-Youth Programs	\$90,735	\$108,882	\$137,736	\$151,509	\$167,039	\$655,901
IAF-Secondary Areas	\$50,000	\$60,000	\$63,000	\$66,150	\$69,458	\$308,608
IAF-Food & Beverage	\$113,216	\$118,877	\$124,821	\$131,062	\$137,615	\$625,590
<b>Total Revenue</b>	<b>\$1,730,192</b>	<b>\$2,391,184</b>	<b>\$2,844,938</b>	<b>\$2,994,870</b>	<b>\$3,284,397</b>	<b>\$13,245,581</b>
<b>Expenses</b>						
<b>Local Usage Revenue</b>						
IAF-Memberships	\$419,206	\$605,860	\$722,958	\$756,156	\$829,491	\$3,333,671
IAF- Fitness & Training	\$30,868	\$37,042	\$42,783	\$44,922	\$47,168	\$202,783
IAF-Basketball	\$31,607	\$33,239	\$38,871	\$42,348	\$45,372	\$191,436
IAF-Volleyball	\$13,553	\$14,643	\$18,242	\$20,066	\$21,960	\$88,464
IAF-Futsal	\$4,200	\$4,536	\$5,506	\$6,057	\$6,544	\$26,843
IAF-Court Rental	\$925	\$1,018	\$1,122	\$1,122	\$1,178	\$5,364
IAF-Aquatics	\$469,694	\$489,928	\$516,600	\$534,497	\$559,039	\$2,569,758
IAF-Rock Wall	\$6,486	\$6,153	\$7,106	\$7,462	\$8,226	\$35,433
IAF-Birthday Parties	\$8,448	\$10,138	\$11,346	\$11,913	\$12,934	\$54,779
IAF-Corporate and Group Events	\$3,520	\$3,810	\$4,767	\$5,178	\$5,861	\$23,136
IAF-Youth Programs	\$33,531	\$40,237	\$50,718	\$55,790	\$61,403	\$241,678
IAF-Secondary Areas	\$10,000	\$12,000	\$12,600	\$13,230	\$13,892	\$61,722
IAF-Food & Beverage	\$72,647	\$76,279	\$80,093	\$84,098	\$88,303	\$401,420
<b>Total Cost of Goods Sold</b>	<b>\$1,104,684</b>	<b>\$1,334,881</b>	<b>\$1,512,712</b>	<b>\$1,582,839</b>	<b>\$1,701,371</b>	<b>\$7,236,486</b>
<b>Gross Margin</b>	<b>\$625,508</b>	<b>\$1,056,302</b>	<b>\$1,332,226</b>	<b>\$1,412,032</b>	<b>\$1,583,026</b>	<b>\$6,009,095</b>
<i>% of Revenue</i>	36%	44%	47%	47%	48%	45%
Facility Expenses	\$427,197	\$434,713	\$447,754	\$461,187	\$475,023	\$2,245,874
Operating Expense	\$433,977	\$431,638	\$428,467	\$431,753	\$438,019	\$2,163,854
Management Payroll	\$349,000	\$362,960	\$377,478	\$392,578	\$408,281	\$1,890,297
Payroll Taxes/Benefits/Bonus	\$199,259	\$225,246	\$245,796	\$255,727	\$270,640	\$1,196,670
<b>Total Operating Expenses</b>	<b>\$1,409,433</b>	<b>\$1,454,557</b>	<b>\$1,499,496</b>	<b>\$1,541,245</b>	<b>\$1,591,962</b>	<b>\$7,496,694</b>
<b>EBITDA</b>	<b>(\$783,925)</b>	<b>(\$398,254)</b>	<b>(\$167,271)</b>	<b>(\$129,213)</b>	<b>(\$8,936)</b>	<b>(\$1,487,599)</b>
<i>% of Revenue</i>	-45%	-17%	-6%	-4%	0%	-11%
Debt Service - TBD	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Net Income</b>	<b>(\$783,925)</b>	<b>(\$398,254)</b>	<b>(\$167,271)</b>	<b>(\$129,213)</b>	<b>(\$8,936)</b>	<b>(\$1,487,599)</b>

Annual Net Income Sensitivity Analysis					
Percent of Baseline	Year 1	Year 2	Year 3	Year 4	Year 5
110%	(\$721,374)	(\$292,624)	(\$34,048)	\$11,990	\$149,367
90%	(\$846,476)	(\$503,885)	(\$300,493)	(\$270,416)	(\$167,239)
80%	(\$909,026)	(\$609,515)	(\$433,716)	(\$411,619)	(\$325,541)
70%	(\$971,577)	(\$715,145)	(\$566,938)	(\$552,823)	(\$483,844)
60%	(\$1,034,128)	(\$820,775)	(\$700,161)	(\$694,026)	(\$642,147)



**Facility Expenses**

**Indoor Building**

Expense	Mgmt. Assump.	Year 1	Year 2	Year 3	Year 4	Year 5
Alarm System		\$5,000	\$5,150	\$5,305	\$5,464	\$5,628
Facility Maintenance & Cleaning Expense	\$1.15/SF	\$90,416	\$93,128	\$95,922	\$98,800	\$101,764
Facility/Medical Supplies		\$10,000	\$5,000	\$5,150	\$5,305	\$5,464
Lawn/Snow Care	\$1,000/Mo	\$12,000	\$12,360	\$12,731	\$13,113	\$13,506
Maint. & Repairs	\$50/SF	\$74,166	\$76,391	\$78,683	\$81,043	\$83,474
Utility Expense - Aquatics	\$7.75/SF	\$170,500	\$175,615	\$180,883	\$186,310	\$191,899
Utility Expense - Dry Areas (ASG Lighting-Reduces by 25%)	\$1.15/SF	\$65,116	\$67,069	\$69,081	\$71,154	\$73,288
<b>Total Facility Expense</b>		<b>\$427,197</b>	<b>\$434,713</b>	<b>\$447,754</b>	<b>\$461,187</b>	<b>\$475,023</b>



## Operating Expenses

Expense	Mgmt. Assump.	Year 1	Year 2	Year 3	Year 4	Year 5
Accounting Fees		\$7,500	\$7,725	\$7,957	\$8,195	\$8,441
Bank Service Charges	Misc Banking Fees	\$3,500	\$3,605	\$3,713	\$3,825	\$3,939
Communications	Phone/Cable	\$12,000	\$12,360	\$12,731	\$13,113	\$13,506
Consulting Fees	Full Time Management	\$174,000	\$168,000	\$162,000	\$156,000	\$150,000
Consultant Travel		\$36,000	\$24,000	\$12,000	\$12,360	\$12,731
Credit Card Expense	80% of Sales (2.5% fee)	\$34,604	\$47,824	\$56,899	\$59,897	\$65,688
Dues and Subscriptions	Magazines/Publications	\$2,500	\$2,575	\$2,652	\$2,732	\$2,814
Employee Uniforms		\$8,000	\$5,000	\$5,150	\$5,305	\$5,464
Exchange Expense		\$0	\$0	\$0	\$0	\$0
General Advertising		\$30,000	\$30,900	\$31,827	\$32,782	\$33,765
Insurance-Property	\$1,500/month	\$18,000	\$18,540	\$19,096	\$19,669	\$20,259
Insurance-Liability	\$2,000/month	\$24,000	\$24,720	\$25,462	\$26,225	\$27,012
Insurance-Workman's Comp	\$1.91 per \$100 of payroll	\$20,973	\$21,602	\$22,250	\$22,918	\$23,605
Interest Expense		\$0	\$0	\$0	\$0	\$0
Legal Fees		\$20,000	\$20,600	\$21,218	\$21,855	\$22,510
Licenses, Permits	Food Licenses, etc.	\$5,000	\$5,150	\$5,305	\$5,464	\$5,628
Office Supplies	office and cleaning	\$7,500	\$7,725	\$7,957	\$8,195	\$8,441
Photocopier Lease		\$2,400	\$2,472	\$2,546	\$2,623	\$2,701
Postage & Freight		\$4,500	\$4,635	\$4,774	\$4,917	\$5,065
Real Estate Tax	Tax Exempt	\$0	\$0	\$0	\$0	\$0
Software- Facility Management	Online Scheduling Software	\$18,000	\$18,540	\$19,096	\$19,669	\$20,259
Software- Office	MS Office	\$2,500	\$2,575	\$2,652	\$2,732	\$2,814
Travel and Entertainment		\$3,000	\$3,090	\$3,183	\$3,278	\$3,377
<b>Total Operating Expenses</b>		<b>\$433,977</b>	<b>\$431,638</b>	<b>\$428,467</b>	<b>\$431,753</b>	<b>\$438,019</b>



## Management Payroll Summary

Management Position	Mgmt. Assump.	Year 1	Year 2	Year 3	Year 4	Year 5
General Manager/CEO		\$85,000	\$88,400	\$91,936	\$95,613	\$99,438
Director of Operations		\$60,000	\$62,400	\$64,896	\$67,492	\$70,192
Marketing & Business Development Director		\$52,000	\$54,080	\$56,243	\$58,493	\$60,833
Facility Manager		\$42,000	\$43,680	\$45,427	\$47,244	\$49,134
Office Manager/Bookkeeper		\$50,000	\$52,000	\$54,080	\$56,243	\$58,493
Admin	120 hours/wk at \$10	\$60,000	\$62,400	\$64,896	\$67,492	\$70,192
<b>Total Management Payroll</b>		<b>\$349,000</b>	<b>\$362,960</b>	<b>\$377,478</b>	<b>\$392,578</b>	<b>\$408,281</b>



**Payroll Summary**

<b>Total Payroll Summary</b>		<b>Mgmt. Assump</b>	<b>Pre-Open</b>	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>	<b>Year 5</b>
Mgmt	General Manager/CEO	12 months prior	\$85,000	\$85,000	\$88,400	\$91,936	\$95,613	\$99,438
Mgmt	Director of Operations	9 months prior	\$45,000	\$60,000	\$62,400	\$64,896	\$67,492	\$70,192
Mgmt	Marketing & Business Development Director	12 months prior	\$52,000	\$52,000	\$54,080	\$56,243	\$58,493	\$60,833
Mgmt	Facility Manager	6 months prior	\$21,000	\$42,000	\$43,680	\$45,427	\$47,244	\$49,134
Mgmt	Office Manager/Bookkeeper	9 months prior	\$37,500	\$50,000	\$52,000	\$54,080	\$56,243	\$58,493
Mgmt	Admin	3 months prior	\$15,000	\$60,000	\$62,400	\$64,896	\$67,492	\$70,192
<b>Subtotal Management Payroll</b>			<b>\$255,500</b>	<b>\$349,000</b>	<b>\$362,960</b>	<b>\$377,478</b>	<b>\$392,578</b>	<b>\$408,281</b>
Director	IAF-Membership Management	3 months prior	\$22,846	\$91,384	\$109,798	\$132,386	\$138,465	\$152,658
Director	IAF-Basketball Management Allotment	3 months prior	\$1,861	\$7,443	\$7,815	\$8,206	\$8,616	\$9,047
Director	IAF-Volleyball Management Allotment	3 months prior	\$844	\$3,375	\$4,050	\$5,123	\$5,636	\$6,213
Director	IAF-Futsal Management Allotment	3 months prior	\$263	\$1,050	\$1,260	\$1,594	\$1,753	\$1,933
Director	IAF-Aquatics Management Allotment	3 months prior	\$11,250	\$45,000	\$46,350	\$47,741	\$49,173	\$50,648
Director	IAF-Rock Wall Management Allotment	3 months prior	\$558	\$2,231	\$2,454	\$2,834	\$2,976	\$3,281
Director	IAF-Birthday Party Management Allotment	3 months prior	\$480	\$1,920	\$2,304	\$2,661	\$2,794	\$3,081
Director	IAF-Corporate & Group Events Management Allotment	3 months prior	\$220	\$880	\$968	\$1,278	\$1,406	\$1,623
Director	IAF-Youth Programming Management Allotment	3 months prior	\$2,268	\$9,074	\$10,888	\$13,774	\$15,151	\$16,704
<b>Subtotal Program Management</b>			<b>\$40,589</b>	<b>\$162,357</b>	<b>\$185,887</b>	<b>\$215,597</b>	<b>\$225,970</b>	<b>\$245,188</b>
Staff	IAF-Membership Staff	1 month prior	\$10,661	\$127,937	\$204,956	\$247,120	\$258,468	\$284,961
Staff	IAF-Basketball Staff	1 month prior	\$310	\$3,722	\$4,466	\$5,649	\$6,214	\$6,851
Staff	IAF-Volleyball Staff	1 month prior	\$141	\$1,688	\$2,025	\$2,562	\$2,818	\$3,107
Staff	IAF-Futsal Staff	1 month prior	\$44	\$525	\$630	\$797	\$877	\$967
Staff	IAF-Court Rental Staff	1 month prior	\$77	\$925	\$1,018	\$1,122	\$1,122	\$1,178
Staff	IAF-Swimming Staff	1 month prior	\$26,691	\$320,295	\$329,904	\$339,801	\$349,995	\$360,495
Staff	IAF-Rock Wall Staff	1 month prior	\$93	\$1,116	\$1,227	\$1,417	\$1,488	\$1,641
Staff	IAF-Birthday Party Staff	1 month prior	\$240	\$2,880	\$3,456	\$3,629	\$3,810	\$4,001
Staff	IAF-Youth Programming Staff	1 month prior	\$1,134	\$13,610	\$16,332	\$20,660	\$22,726	\$25,056
Staff	IAF-Concessions Staff	1 month prior	\$1,966	\$23,587	\$24,766	\$26,004	\$27,305	\$28,670
Staff	Maintenance Staff	1 month prior	\$7,535	\$90,416	\$93,128	\$95,922	\$98,800	\$101,764
<b>Subtotal Sport Admin Staff</b>			<b>\$48,892</b>	<b>\$586,699</b>	<b>\$681,907</b>	<b>\$744,683</b>	<b>\$773,623</b>	<b>\$818,689</b>
Instructors	IAF-Fitness Instructors	Per Diem		\$70,972	\$103,534	\$123,295	\$129,100	\$140,401
Instructors	Basketball Instructors	Per Diem		\$2,903	\$3,484	\$4,407	\$4,847	\$5,344
Instructors	Volleyball Instructors	Per Diem		\$2,063	\$2,475	\$3,131	\$3,444	\$3,797
Instructors	Futsal Instructors	Per Diem		\$0	\$0	\$0	\$0	\$0
Instructors	Swimming Instructors	Per Diem		\$54,520	\$59,880	\$68,991	\$72,413	\$79,730
Instructors	Sports Performance Trainers	Per Diem		\$25,280	\$30,336	\$35,038	\$36,790	\$38,629
Instructors	Climbing Instructors	Per Diem		\$462	\$508	\$587	\$616	\$679
Instructors	Corporate & Group Events Instructors	Per Diem		\$1,320	\$1,452	\$1,917	\$2,108	\$2,435
<b>Subtotal Instructors (COGS)</b>				<b>\$157,519</b>	<b>\$201,668</b>	<b>\$237,365</b>	<b>\$249,318</b>	<b>\$271,016</b>
Referees	Basketball Officials	Per Diem		\$10,840	\$13,008	\$14,959	\$16,455	\$17,278
Referees	Volleyball Officials	Per Diem		\$2,040	\$2,448	\$2,815	\$3,097	\$3,252
Referees	Futsal Officials	Per Diem		\$1,680	\$2,016	\$2,318	\$2,550	\$2,678
<b>Subtotal Referee/Trainers (COGS)</b>				<b>\$14,560</b>	<b>\$17,472</b>	<b>\$20,093</b>	<b>\$22,102</b>	<b>\$23,207</b>
<b>Payroll Subtotal</b>			<b>\$344,981</b>	<b>\$1,270,135</b>	<b>\$1,449,895</b>	<b>\$1,595,216</b>	<b>\$1,663,591</b>	<b>\$1,766,382</b>
	Health Insurance	9 employees @ 500/month		\$54,000	\$55,620	\$57,289	\$59,007	\$60,777
	Bonus Pool			\$17,302	\$23,912	\$28,449	\$29,949	\$32,844
	Payroll Services			\$2,400	\$2,472	\$2,546	\$2,623	\$2,701
	Payroll Taxes	10.00% of payroll (excl refs)		\$125,557	\$143,242	\$157,512	\$164,149	\$174,317
<b>Payroll Taxes/Benefits/Bonus Totals</b>				<b>\$199,259</b>	<b>\$225,246</b>	<b>\$245,796</b>	<b>\$255,727</b>	<b>\$270,640</b>
<b>Total Payroll</b>				<b>\$1,469,394</b>	<b>\$1,675,141</b>	<b>\$1,841,013</b>	<b>\$1,919,318</b>	<b>\$2,037,022</b>

# Appendix

**Membership Revenue & Expenses**

		Price per Session (8 weeks)					Number per Session (8 weeks)					No. Sellable Sessions					
		Year 1	Year 2	Year 3	Year 4	Year 5	Year 1	Year 2	Year 3	Year 4	Year 5		Year 1	Year 2	Year 3	Year 4	Year 5
<b>Memberships</b>																	
Youth (18 & Under)	S/month	\$30	\$30	\$33	\$33	\$35	88	101	111	117	123	12	\$21,930	\$36,418	\$44,066	\$46,269	\$51,012
Adult (19-61)	S/month	\$50	\$50	\$55	\$55	\$58	704	809	890	935	981	12	\$292,401	\$485,575	\$587,546	\$616,923	\$680,157
Senior (62+)	S/month	\$40	\$40	\$44	\$44	\$46	264	303	334	351	368	12	\$87,720	\$145,672	\$176,264	\$185,077	\$204,047
Family	S/month	\$75	\$75	\$83	\$83	\$87	704	809	890	935	981	12	\$438,601	\$728,362	\$881,318	\$925,384	\$1,020,236
<b>Enrollment Fees</b>																	
Youth (18 & Under)	One time fee	\$45	\$45	\$50	\$50	\$52	39	35	35	33	35	1	\$1,742	\$1,583	\$1,753	\$1,652	\$1,822
Adult (19-61)	One time fee	\$75	\$75	\$83	\$83	\$87	310	281	283	267	280	1	\$23,223	\$21,112	\$23,368	\$22,033	\$24,291
Senior (62+)	One time fee	\$60	\$60	\$66	\$66	\$69	118	106	106	100	105	1	\$7,087	\$6,334	\$7,010	\$6,610	\$7,287
Family	One time fee	\$113	\$113	\$124	\$124	\$130	310	281	283	267	280	1	\$34,835	\$31,668	\$35,052	\$33,049	\$36,437
<b>Guest Passes</b>																	
Youth (18 & Under)	S/Day	\$5	\$5	\$6	\$6	\$6	180	207	228	239	251	1	\$900	\$1,035	\$1,252	\$1,315	\$1,450
Adult (19-61)	S/Day	\$10	\$10	\$11	\$11	\$12	180	207	228	239	251	1	\$1,800	\$2,070	\$2,505	\$2,630	\$2,900
Senior	S/Day	\$5	\$5	\$6	\$6	\$6	180	207	228	239	251	1	\$900	\$1,035	\$1,252	\$1,315	\$1,450
Family	S/Day	\$15	\$15	\$17	\$17	\$17	180	207	228	239	251	1	\$2,700	\$3,105	\$3,757	\$3,945	\$4,349
	Non-capacity growth rate		1.00	1.10	1.00	1.05		1.15	1.10	1.05	1.05						
	Capacity growth rate		1.10	1.10	1.10	1.10		1.00	1.00	1.00	1.00						
<b>Area Revenue</b>												<b>\$913,838</b>	<b>\$1,463,970</b>	<b>\$1,765,144</b>	<b>\$1,846,203</b>	<b>\$2,035,439</b>	
<b>Expense</b>												<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>	<b>Year 5</b>	
Membership/Fitness Management	Mgmt Assump.	7.5% Gross Revenue (10% Year 1)										\$91,384	\$109,798	\$132,386	\$138,465	\$152,658	
Membership Commissions/Incentives		5% of Enrollment Fee										\$2,990	\$2,718	\$3,009	\$2,837	\$3,128	
Fitness Floor Staff		9% Gross Revenue										\$82,245	\$131,757	\$158,863	\$166,158	\$183,189	
Free Group Ex. Class Instructors		5% Gross Revenue										\$45,692	\$73,198	\$88,257	\$92,310	\$101,772	
Membership Discounts (Tax Payer Ben		Avg 10% of Membership Rev										\$91,384	\$146,397	\$176,514	\$184,620	\$203,544	
Child Care/Nursery		5% Gross Revenue										\$45,692	\$73,198	\$88,257	\$92,310	\$101,772	
Advertising		\$90 / New Member										\$57,477	\$66,099	\$72,709	\$76,344	\$80,161	
Membership Cards		\$1 / Member Unit										\$2,342	\$2,694	\$2,963	\$3,111	\$3,267	
<b>Area Expense</b>												<b>\$419,206</b>	<b>\$605,860</b>	<b>\$722,958</b>	<b>\$756,156</b>	<b>\$829,491</b>	
<b>Net Revenue</b>												<b>\$494,632</b>	<b>\$858,110</b>	<b>\$1,042,186</b>	<b>\$1,090,047</b>	<b>\$1,205,948</b>	

**Pricing Notes**

	Initiation (S/F)	Teen	Adult	Senior	Couple	Family
*1 LA Fitness (S/Month)	\$99		\$30			
<b>Stafford Hills Club</b>						
(S/Month)	\$600		95		\$155	
	\$900					\$210
	\$1,200					
<b>Curves (Women Only)</b>						
(S/Month)	\$49		\$39			
<b>24 Hour Fitness</b>						
(S/Month)	\$0		\$60			
	\$30		\$45			
	\$150		\$40			
<b>Sherwood YMCA</b>		(Res/ Non-Res)				
(S/Month)	\$25	\$20/\$29				
	\$50		\$46/\$51			
	\$75			\$58/\$64		
	\$50			\$40		
	\$75				\$70	
<b>Southwest Community Center</b>			\$43 / \$56	\$32.50 / \$41		\$68.50 / \$81.50
(Resident/Non-Resident)						



Revenue	Mgmt. Assump.	Price per Sale					Sales per Month					Sellable Sessions	Year 1	Year 2	Year 3	Year 4	Year 5
		Year 1	Year 2	Year 3	Year 4	Year 5	Year 1	Year 2	Year 3	Year 4	Year 5						
Personal Training	\$/HR *1	\$55	\$55	\$61	\$61	\$64	387	464	488	512	512	1	\$21,288	\$25,545	\$29,505	\$30,980	\$32,529
Group Personal Training	\$/HR	\$25	\$25	\$28	\$28	\$29	1,742	2,090	2,195	2,304	2,304	1	\$43,543	\$52,252	\$60,351	\$63,369	\$66,537
Adult Group Fitness Classes	\$/Class *2	\$5	\$5	\$6	\$6	\$6	3,000	3,600	3,780	3,969	3,969	1	\$15,000	\$18,000	\$20,790	\$21,830	\$22,921
	Non-capacity growth rate		1.00	1.10	1.00	1.05		1.20	1.05	1.05	1.05						
	Capacity growth rate		1.10	1.10	1.10	1.10		1.00	1.00	1.00	1.00						
<b>Area Revenue</b>												<b>\$79,831</b>	<b>\$95,798</b>	<b>\$110,646</b>	<b>\$116,178</b>	<b>\$121,987</b>	
Expense	Mgmt Assump.											Year 1	Year 2	Year 3	Year 4	Year 5	
Fitness Director	Included in membership management																
Fitness Instructors	50% Personal Training, 25% Group Training											\$25,280	\$30,336	\$35,038	\$36,790	\$38,629	
Advertising	5% Gross Revenue											\$3,992	\$4,790	\$5,532	\$5,809	\$6,099	
Equipment and Supplies	2% area revenue											\$1,597	\$1,916	\$2,213	\$2,324	\$2,440	
<b>Area Expense</b>												<b>\$30,868</b>	<b>\$37,042</b>	<b>\$42,783</b>	<b>\$44,922</b>	<b>\$47,168</b>	
<b>Net Revenue</b>												<b>\$48,963</b>	<b>\$58,756</b>	<b>\$67,863</b>	<b>\$71,256</b>	<b>\$74,819</b>	

**PRICING NOTES**

\*1 Twist Sport Conditioning - Portland  
 \$75/ Session  
 \$432 - 6 Session Pack  
 \$828 - 6 Session Pack

\*2 Twist Sport Conditioning - Portland  
 \$25 / Session  
 \$149/ Month - 2x/Week  
 \$199/ Month - Unlimited

LA Fitness- Wilsonville  
 12 Session Pack- \$60/Session  
 28 Session Pack- \$50/Session



**Basketball Revenue & Expenses**

Revenue	Mgmt. Assump.		Price per Session (8 weeks)					Number per Session (8 weeks)					Sellable Sessions	Year 1	Year 2	Year 3	Year 4	Year 5
			Year 1	Year 2	Year 3	Year 4	Year 5	Year 1	Year 2	Year 3	Year 4	Year 5						
Instructional Clinics	\$/Session	*1	\$60	\$60	\$66	\$66	\$69	10	11	13	14	15	3	\$1,711	\$2,053	\$2,597	\$2,857	\$3,149
Instructional Camps	\$/Week (full days)	*2	\$150	\$150	\$165	\$165	\$173	14	17	20	22	23	3	\$6,480	\$7,776	\$9,837	\$10,820	\$11,929
Individual Instruction	\$/Hour		\$50	\$50	\$55	\$55	\$58	11	14	16	17	6	\$3,421	\$4,106	\$5,194	\$5,713	\$6,299	
Drop-in/Other Income	\$/Session	*3	\$5	\$5	\$6	\$6	\$6	0	-	-	-	12	\$0	\$0	\$0	\$0	\$0	
3 vs. 3 Leagues	\$/Team		\$200	\$200	\$220	\$220	\$231	6	7	8	9	10	3	\$3,600	\$4,320	\$5,465	\$6,011	\$6,627
<b>Youth Leagues</b>																		
Sept. - Oct. League	\$/Team	*4	\$630	\$630	\$693	\$693	\$728	9	11	12	14	14	1	\$5,670	\$6,804	\$8,607	\$9,468	\$10,438
Nov. - Dec. League	\$/Team		\$630	\$630	\$693	\$693	\$728	14	17	19	21	22	1	\$8,820	\$10,584	\$13,389	\$14,728	\$16,237
Jan. - Feb. League	\$/Team		\$630	\$630	\$693	\$693	\$728	19	23	26	29	30	1	\$11,970	\$14,364	\$18,170	\$19,988	\$22,036
Mar. - Apr. League	\$/Team		\$630	\$630	\$693	\$693	\$728	24	29	33	36	38	1	\$15,120	\$18,144	\$22,952	\$25,247	\$27,835
May - June League	\$/Team		\$630	\$630	\$693	\$693	\$728	14	17	19	21	22	1	\$8,820	\$10,584	\$13,389	\$14,728	\$16,237
July - Aug. League	\$/Team		\$630	\$630	\$693	\$693	\$728	14	17	19	21	22	1	\$8,820	\$10,584	\$13,389	\$14,728	\$16,237
<b>Non-capacity growth rate</b>			1.00	1.10	1.00	1.05		1.20	1.15	1.10	1.05							
<b>Capacity growth rate</b>			1.10	1.10	1.10	1.10		1.00	1.00	1.00	1.00							
<b>Area Revenue</b>													<b>\$74,432</b>	<b>\$89,319</b>	<b>\$112,988</b>	<b>\$124,287</b>	<b>\$137,026</b>	
<b>Expense</b>																		
<b>Management Assumption</b>													<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>	<b>Year 5</b>	
Basketball Director	10% gross revenue												\$7,443	\$7,815	\$8,206	\$8,616	\$9,047	
Basketball Staff	5% of gross revenue												\$3,722	\$4,466	\$5,649	\$6,214	\$6,851	
Referee Fees	Avg. \$25/game												\$10,840	\$13,008	\$14,959	\$16,455	\$17,278	
Instructor Fees	\$10-\$25/Instructor (25% Instruct. Rev)												\$2,903	\$3,484	\$4,407	\$4,847	\$5,344	
Advertising	2% gross revenue (6% year one)												\$4,466	\$1,786	\$2,260	\$2,486	\$2,741	
Equipment and Supplies	1% of gross revenue												\$744	\$893	\$1,130	\$1,243	\$1,370	
Awards	T-Shirts and Trophies (2% of Revenue)												\$1,489	\$1,786	\$2,260	\$2,486	\$2,741	
<b>Area Expense</b>													<b>\$31,607</b>	<b>\$33,239</b>	<b>\$38,871</b>	<b>\$42,348</b>	<b>\$45,372</b>	
<b>Net Revenue</b>													<b>\$42,825</b>	<b>\$56,080</b>	<b>\$74,117</b>	<b>\$81,939</b>	<b>\$91,654</b>	

**Pricing Notes**

\*1 **Southwest Community Center**  
\$27-\$33/class (Youth Clinics)

**Tualatin Hills Athletic Center**  
Basketball Skillz Class  
\$34 /player (4 classes)

\*2 **Tualatin Hills Athletic Center**  
Tiger Basketball Camp  
\$147 /player

**Sherwood Hills YMCA**  
\$80 member / \$130 non-member  
(1 Week)

\*3 **Southwest Community Center**  
Youth Drop In:  
\$3.50/ \$7 w/out OD Assessment  
Adult Drop In:  
\$4.50 / \$9 w/out OD Assessment  
Seniors Drop In:  
\$3.50 / \$4.50 w/paid assessment / \$9 w/out OD Assessment

\*4 **Tualatin Hills Athletic Center**  
4-6 yrs - \$50 / player (8 games)  
6th- 8th gd - \$31 / player (5 games)  
High School - \$31 / player (8 games)

**Southwest Community Center**  
\$75/ ages 8-10 (6 Weeks)

**Beaverton Hoop YMCA**  
\$629 (team) - 15 games (8 league games, 7 Tournament Games)  
\$549 (team) - 13 games (6 league games, 7 Tournament Games)  
\$469 (team) - 11 games (4 league games, 7 Tournament Games)

**Tualatin Hills Athletic Center**  
Adult Summer League  
\$479 / Team  
(12 weeks)



### Volleyball Revenue & Expenses

Revenue	Mgmt. Assump.	Price per Session (8 weeks)					Number per Session (8 weeks)					Sellable Sessions	Year 1	Year 2	Year 3	Year 4	Year 5
		Year 1	Year 2	Year 3	Year 4	Year 5	Year 1	Year 2	Year 3	Year 4	Year 5						
Instructional Clinics	\$/Session *1	\$30	\$30	\$33	\$33	\$35	10	12	14	15	16	3	\$900	\$1,080	\$1,366	\$1,503	\$1,657
Instructional Camps	\$/Week (full days) *2	\$125	\$125	\$138	\$138	\$144	10	12	14	15	16	3	\$3,750	\$4,500	\$5,693	\$6,262	\$6,904
Individual Instruction	\$/Hour *3	\$60	\$60	\$66	\$66	\$69	10	12	14	15	16	6	\$3,600	\$4,320	\$5,465	\$6,011	\$6,627
Drop-in/Other Income	\$/Session	\$5	\$5	\$6	\$6	\$6	0	-	-	-	-	12	\$0	\$0	\$0	\$0	\$0
<b>Youth Leagues</b>																	
Sept. - Oct. League	\$/Team *4	\$750	\$750	\$825	\$825	\$866	7	8	10	11	11	1	\$5,250	\$6,300	\$7,970	\$8,766	\$9,665
Nov. - Dec. League	\$/Team	\$750	\$750	\$825	\$825	\$866	7	8	10	11	11	1	\$5,250	\$6,300	\$7,970	\$8,766	\$9,665
Jan. - Feb. League	\$/Team	\$750	\$750	\$825	\$825	\$866	10	12	14	15	16	1	\$7,500	\$9,000	\$11,385	\$12,524	\$13,807
Mar. - Apr. League	\$/Team	\$750	\$750	\$825	\$825	\$866	10	12	14	15	16	1	\$7,500	\$9,000	\$11,385	\$12,524	\$13,807
May - June League	\$/Team	\$750	\$750	\$825	\$825	\$866	0	-	-	-	-	1	\$0	\$0	\$0	\$0	\$0
July - Aug. League	\$/Team	\$750	\$750	\$825	\$825	\$866	0	-	-	-	-	1	\$0	\$0	\$0	\$0	\$0
Non-capacity growth rate			1.00	1.10	1.00	1.05		1.20	1.15	1.10	1.05						
Capacity growth rate			1.10	1.10	1.10	1.10		1.00	1.00	1.00	1.00						
<b>Area Revenue</b>												<b>\$33,750</b>	<b>\$40,500</b>	<b>\$51,233</b>	<b>\$56,356</b>	<b>\$62,132</b>	
<b>Expense</b>																	
<b>Management Assumption</b>													<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>	<b>Year 5</b>
Volleyball Director	10% gross revenue												\$3,375	\$4,050	\$5,123	\$5,636	\$6,213
Volleyball Staff	5% of gross revenue												\$1,688	\$2,025	\$2,562	\$2,818	\$3,107
Referee Fees	Avg. \$15/game												\$2,040	\$2,448	\$2,815	\$3,097	\$3,252
Instructor Fees	\$10-\$25/Instructor (25% Instruct. Rev)												\$2,063	\$2,475	\$3,131	\$3,444	\$3,797
Advertising	2% gross revenue (6% revenue year 1)												\$2,025	\$810	\$1,025	\$1,127	\$1,243
Equipment and Supplies	5% of gross revenue												\$1,688	\$2,025	\$2,562	\$2,818	\$3,107
Awards	T-Shirts and Trophies (2% of Revenue)												\$675	\$810	\$1,025	\$1,127	\$1,243
<b>Area Expense</b>												<b>\$13,553</b>	<b>\$14,643</b>	<b>\$18,242</b>	<b>\$20,066</b>	<b>\$21,960</b>	
<b>Net Revenue</b>												<b>\$20,198</b>	<b>\$25,857</b>	<b>\$32,991</b>	<b>\$36,290</b>	<b>\$40,172</b>	
<b>Program Discounts/Scholarships</b>	10% Net Revenue												\$2,020	\$2,586	\$3,299	\$3,629	\$4,017

#### Pricing Notes

\*1 Sherwood Hills YMCA  
Volleyball Skills Clinic  
\$10 Members/ \$15 Non-Member

\*2 Tualatin Hills Athletic Center  
Volleyball Camp  
\$90 /player

\*4 Tualatin Hills Athletic Center  
Youth Summer League  
\$22/ player  
(6 Weeks)

Youth Fall/Winter League  
\$89/ player  
(8 Weeks)

\*5 Sherwood Hills YMCA  
Adult League  
\$270 / Team



### Futsal Revenue & Expenses

Revenue	Mgmt. Assump.	Price per Session (8 weeks)					Number per Session (8 weeks)					Sellable Sessions	Year 1	Year 2	Year 3	Year 4	Year 5
		Year 1	Year 2	Year 3	Year 4	Year 5	Year 1	Year 2	Year 3	Year 4	Year 5						
Instructional Clinics	\$/Session	\$75	\$75	\$83	\$83	\$87	0	-	-	-	-	3	\$0	\$0	\$0	\$0	\$0
Instructional Camps	\$/Week (full days)	*1 \$265	\$265	\$292	\$292	\$306	0	-	-	-	-	1	\$0	\$0	\$0	\$0	\$0
Drop-in/Other Income	\$/Session	\$5	\$5	\$6	\$6	\$6	0	-	-	-	-	12	\$0	\$0	\$0	\$0	\$0
Indoor Tournaments	\$/Team	\$175	\$175	\$193	\$193	\$202	0	-	-	-	-	3	\$0	\$0	\$0	\$0	\$0
Sept. - Oct. League	\$/Team	*2 \$500	\$500	\$550	\$550	\$578	0	-	-	-	-	1	\$0	\$0	\$0	\$0	\$0
Nov. - Dec. League	\$/Team	\$500	\$500	\$550	\$550	\$578	6	7	8	9	10	1	\$3,000	\$3,600	\$4,554	\$5,009	\$5,523
Jan. - Feb. League	\$/Team	\$500	\$500	\$550	\$550	\$578	9	11	12	14	14	1	\$4,500	\$5,400	\$6,831	\$7,514	\$8,284
Mar. - Apr. League	\$/Team	\$500	\$500	\$550	\$550	\$578	6	7	8	9	10	1	\$3,000	\$3,600	\$4,554	\$5,009	\$5,523
May - June League	\$/Team	\$500	\$500	\$550	\$550	\$578	0	-	-	-	-	1	\$0	\$0	\$0	\$0	\$0
July - Aug. League	\$/Team	\$500	\$500	\$550	\$550	\$578	0	-	-	-	-	1	\$0	\$0	\$0	\$0	\$0
Non-capacity growth rate			1.00	1.10	1.00	1.05		1.20	1.15	1.10	1.05						
Capacity growth rate			1.10	1.10	1.10	1.10		1.00	1.00	1.00	1.00						
<b>Area Revenue</b>												<b>\$10,500</b>	<b>\$12,600</b>	<b>\$15,939</b>	<b>\$17,533</b>	<b>\$19,330</b>	
Expense	Mgmt Assump.											Year 1	Year 2	Year 3	Year 4	Year 5	
Futsal Director	10% gross revenue											\$1,050	\$1,260	\$1,594	\$1,753	\$1,933	
Futsal Staff	5% of gross revenue											\$525	\$630	\$797	\$877	\$967	
Referee Fees	Avg. \$20/game											\$1,680	\$2,016	\$2,318	\$2,550	\$2,678	
Instructor Fees	\$10-\$25/Instructor (25% Instruct. Rev)											\$0	\$0	\$0	\$0	\$0	
Advertising	2% gross revenue (6% revenue year 1)											\$630	\$252	\$319	\$351	\$387	
Equipment and Supplies	1% of gross revenue											\$105	\$126	\$159	\$175	\$193	
Awards	T-Shirts and Trophies (2% of Revenue)											\$210	\$252	\$319	\$351	\$387	
<b>Area Expense</b>												<b>\$4,200</b>	<b>\$4,536</b>	<b>\$5,506</b>	<b>\$6,057</b>	<b>\$6,544</b>	
<b>Net Revenue</b>												<b>\$6,300</b>	<b>\$8,064</b>	<b>\$10,433</b>	<b>\$11,476</b>	<b>\$12,786</b>	

#### Pricing Notes

##### \*1 Rose City Futsal

\$135/ Player - 4 Day (Half Day)  
 \$225/ Player - 4 Day (Full Day)

\$160/ Player - 5 Day (Half Day)

\$265/ Player - 5 Day (Full Day)

##### \*2 Rose City Futsal

\$404 /Team - 6 Week 5v5 league  
 \$254 /Team - 6 Week 3v3 league  
 (Includes Ref Fees)

##### Portland Futsal

\$599 /Team - 5v5 league  
 \$325 /Team - 3v3 league  
 (Includes Ref Fees)



**Indoor Court Rental Revenue & Expenses**

Revenue	Mgmt. Assump.	Price per Session (Hour)					Number per Session (8 weeks)					Sellable Sessions	Year 1	Year 2	Year 3	Year 4	Year 5	
		Year 1	Year 2	Year 3	Year 4	Year 5	Year 1	Year 2	Year 3	Year 4	Year 5							
<b>Full Court Rentals</b>																		
Sept. - Oct.	\$/Hour	*1	\$45	\$45	\$47	\$47	\$50	40	44	46	46	46	1	\$1,800	\$1,980	\$2,183	\$2,183	\$2,292
Nov. - Dec.	\$/Hour		\$55	\$55	\$58	\$58	\$61	50	55	58	58	58	1	\$2,750	\$3,025	\$3,335	\$3,335	\$3,502
Jan. - Feb.	\$/Hour		\$55	\$55	\$58	\$58	\$61	90	99	104	104	104	1	\$4,950	\$5,445	\$6,003	\$6,003	\$6,303
Mar. - Apr.	\$/Hour		\$55	\$55	\$58	\$58	\$61	90	99	104	104	104	1	\$4,950	\$5,445	\$6,003	\$6,003	\$6,303
May - June	\$/Hour		\$45	\$45	\$47	\$47	\$50	70	77	81	81	81	1	\$3,150	\$3,465	\$3,820	\$3,820	\$4,011
July - Aug	\$/Hour		\$45	\$45	\$47	\$47	\$50	20	22	23	23	23	1	\$900	\$990	\$1,091	\$1,091	\$1,146
	Non-capacity growth rate			1.00	1.05	1.00	1.05		1.10	1.05	1.00	1.00						
	Capacity growth rate			1.10	1.10	1.10	1.10		1.00	1.00	1.00	1.00						
<b>Area Revenue</b>													<b>\$18,500</b>	<b>\$20,350</b>	<b>\$22,436</b>	<b>\$22,436</b>	<b>\$23,558</b>	
<b>Expense</b>																		
	Supervision/Maintenance Staff	5% Rev												Year 1	Year 2	Year 3	Year 4	Year 5
														\$925	\$1,018	\$1,122	\$1,122	\$1,178
<b>Area Expense</b>													<b>\$925</b>	<b>\$1,018</b>	<b>\$1,122</b>	<b>\$1,122</b>	<b>\$1,178</b>	
<b>Net Revenue</b>													<b>\$17,575</b>	<b>\$19,333</b>	<b>\$21,314</b>	<b>\$21,314</b>	<b>\$22,380</b>	

**Pricing Notes**

\*1 Tualatin Hills

\$17.75/Hr - THPD Member Team  
 \$27.58/ Hr - Church/Non-Profit  
 \$58/Hr - All others  
 (Full Court Rentals)

Southwest Community Center

\$90/Hr

Club Sport

\$ 50/Hr - Member  
 \$ 65/Hr - Non-Member  
 \$240-\$300/Day + Staffing



**Aquatics-Recreation Revenue & Expenses**

Revenue	Mgmt. Assump.	Price Per Session (8)					Total Per Year					No. Sellable Sessions						
		Year 1	Year 2	Year 3	Year 4	Year 5	Year 1	Year 2	Year 3	Year 4	Year 5		Year 1	Year 2	Year 3	Year 4	Year 5	
<b>Aquatics Instruction</b>																		
Swim Lessons	8 classes/session	\$60	\$60	\$66	\$66	\$69	1650	1,815	1,906	2,001	2,101	1	\$99,000	\$108,900	\$125,780	\$132,068	\$145,605	
Water Fitness	\$/Session	\$5	\$5	\$6	\$6	\$6	700	770	809	849	891	12	\$42,000	\$46,200	\$53,361	\$56,029	\$61,772	
<b>Certifications</b>																		
Lifeguard Certification	\$/Session	\$200	\$200	\$220	\$220	\$231	12	12	12	12	12	4	\$9,600	\$9,600	\$10,560	\$10,560	\$11,088	
<b>Advanced Swimming</b>																		
Club Team	\$/Swimmer (Average)	\$1,000	\$1,000	\$1,100	\$1,100	\$1,155	25	28	29	30	32	1	\$25,000	\$27,500	\$31,763	\$33,351	\$36,769	
Summer League	\$/Swimmer (Average)	\$130	\$130	\$143	\$143	\$150	60	66	69	73	76	1	\$7,800	\$8,580	\$9,910	\$10,405	\$11,472	
<b>Training</b>																		
Master's Swimming		\$150	\$150	\$165	\$165	\$173	10	11	12	12	13	4	\$6,000	\$6,600	\$7,623	\$8,004	\$8,825	
Triathlete Training		\$150	\$150	\$165	\$165	\$173	10	11	12	12	13	4	\$6,000	\$6,600	\$7,623	\$8,004	\$8,825	
<b>Camps</b>																		
Aquatics Camps	\$/Week	\$225	\$225	\$248	\$248	\$260	12	13	14	15	15	10	\$27,000	\$29,700	\$34,304	\$36,019	\$39,711	
<b>Rentals</b>																		
Lane Rentals	\$10/lane hour	\$10	\$10	\$11	\$11	\$12	1300	1,430	1,502	1,577	1,655	1	\$13,000	\$14,300	\$16,517	\$17,342	\$19,120	
Tournament Rentals	\$/Day	\$800	\$800	\$880	\$880	\$924	12	13	14	15	15	1	\$9,600	\$10,560	\$12,197	\$12,807	\$14,119	
Birthday Party Rentals	\$/ 2 HRS of Party Room	\$200	\$200	\$220	\$220	\$231	175	193	202	212	223	1	\$35,000	\$38,500	\$44,468	\$46,691	\$51,477	
Private (Full Pool) Rentals	\$/HR	\$145	\$145	\$160	\$160	\$167	52	57	60	63	66	2	\$15,080	\$16,588	\$19,159	\$20,117	\$22,179	
Non-capacity growth rate			1.00	1.10	1.00	1.05		1.10	1.05	1.05	1.05							
Capacity growth rate			1.10	1.10	1.10	1.10		1.00	1.00	1.00	1.00							
<b>Area Revenue</b>												<b>\$295,080</b>	<b>\$323,628</b>	<b>\$373,262</b>	<b>\$391,397</b>	<b>\$430,961</b>		
<b>Expense</b>	<b>Mgmt Assump.</b>												<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>	<b>Year 5</b>	
Aquatics Coordinator	\$45k base												\$45,000	\$46,350	\$47,741	\$49,173	\$50,648	
Aquatics Instructors	25% Instruction, Advanced, Training, Camp Revenue												\$53,200	\$58,520	\$67,591	\$70,970	\$78,245	
Certification Instructors	\$11/hr, 30 hrs/Session												\$1,320	\$1,360	\$1,400	\$1,442	\$1,486	
Certification Fees	\$40/attendee												\$1,920	\$1,920	\$1,920	\$1,920	\$1,920	
Head Lifeguard	\$12/hr												\$70,080	\$72,182	\$74,348	\$76,578	\$78,876	
Lifeguards - Daily	\$10.50/hr												\$250,215	\$257,721	\$265,453	\$273,417	\$281,619	
Advertising	2% of gross revenue (6% year one)												\$17,705	\$19,418	\$22,396	\$23,484	\$25,858	
Aquatics Supplies	5% of gross revenue												\$14,754	\$16,181	\$18,663	\$19,570	\$21,548	
Pool Chemicals													\$15,500	\$16,275	\$17,089	\$17,943	\$18,840	
<b>Area Expense</b>												<b>\$469,694</b>	<b>\$489,928</b>	<b>\$516,600</b>	<b>\$534,497</b>	<b>\$559,039</b>		
<b>Net Revenue</b>												<b>(\$174,614)</b>	<b>(\$166,300)</b>	<b>(\$143,338)</b>	<b>(\$143,100)</b>	<b>(\$128,078)</b>		

**Pricing Notes**

\*1 Tualatin Aquatics Center

**Swimming Lessons**

\$60 in district \$40/hr  
 \$75 out of district \$70-\$100/hr

Tigard Aquatics Center

**Swimming Lessons**

\$60 in district \$40/hr  
 \$75 out of district \$70-\$100/hr

Southwest Community-Portland

**Swimming Lessons**

\$60/hr  
 \$52.50/Resident \$190/hr-\$460/hr  
 \$73.50/Non-Resident

Club Sport

**Swimming Lessons**

\$105/Members



### Rock Wall Revenue & Expenses

Revenue	Mgmt. Assump.	Price per Sale					Sales per Month					Sellable Sessions	Year 1	Year 2	Year 3	Year 4	Year 5	
		Year 1	Year 2	Year 3	Year 4	Year 5	Year 1	Year 2	Year 3	Year 4	Year 5							
Instructional Clinics	\$/hr	*1	\$45	\$45	\$50	\$50	\$52	5	6	6	6	6	6	\$1,350	\$1,485	\$1,715	\$1,801	\$1,986
Group Climbing	Ave 4/group \$20 ea.	*2	\$80	\$80	\$88	\$88	\$92	2	2	2	2	3	6	\$960	\$1,056	\$1,220	\$1,281	\$1,412
Climbing punch cards	10 climbs for \$100	*3	\$100	\$100	\$110	\$110	\$116	100	110	116	121	127	1	\$10,000	\$11,000	\$12,705	\$13,340	\$14,708
Drop-in Climbing	\$/Session	*4	\$10	\$10	\$11	\$11	\$12	20	22	23	24	25	50	\$10,000	\$11,000	\$12,705	\$13,340	\$14,708
Non-capacity growth rate				1.00	1.10	1.00	1.05		1.10	1.05	1.05	1.05						
Capacity growth rate				1.10	1.10	1.10	1.10		1.00	1.00	1.00	1.00						
<b>Area Revenue</b>													<b>\$22,310</b>	<b>\$24,541</b>	<b>\$28,345</b>	<b>\$29,762</b>	<b>\$32,813</b>	
Expense	Mgmt. Assump.		Year 1	Year 2	Year 3	Year 4	Year 5	Year 1	Year 2	Year 3	Year 4	Year 5	Year 1	Year 2	Year 3	Year 4	Year 5	
Adventure Area Management	10% Revenue												\$2,231	\$2,454	\$2,834	\$2,976	\$3,281	
Rock Staff	5% Revenue												\$1,116	\$1,227	\$1,417	\$1,488	\$1,641	
Climbing Instructors	20% Instructional Revenue												\$462	\$508	\$587	\$616	\$679	
Birthday Party Staff	2 hrs / party plus set up and clean, 1 employee / party, \$10/hr/employee												\$0	\$0	\$0	\$0	\$0	
Birthday Party Supplies	4% COGS												\$0	\$0	\$0	\$0	\$0	
Birthday Party Food	15% COGS												\$0	\$0	\$0	\$0	\$0	
Advertising	2% Area Revenue (6% rev year 1)												\$1,339	\$491	\$567	\$595	\$656	
Maintenance	2% Area Revenue												\$446	\$491	\$567	\$595	\$656	
Equipment and Supplies	4% Area revenue												\$892	\$982	\$1,134	\$1,190	\$1,313	
<b>Area Expense</b>													<b>\$6,486</b>	<b>\$6,153</b>	<b>\$7,106</b>	<b>\$7,462</b>	<b>\$8,226</b>	
<b>Net Revenue</b>													<b>\$15,824</b>	<b>\$18,388</b>	<b>\$21,239</b>	<b>\$22,300</b>	<b>\$24,586</b>	

#### PRICING NOTES

- |   |   |
|---|---|
| <p>*1 Club Sport<br/>Guest Group Instruction<br/>\$45 / Session<br/>Plus \$9/day equipment rental</p>   | <p>*4 Club Sport<br/>\$16 -1 Day Pass<br/><br/>Family Fun Center<br/>\$5.50 / Climb</p>                                   |
| <p>*2 Club Sport<br/>Small Group Climb (Guest)<br/>\$35/ Session<br/>Plus \$9/day equipment rental<br/><br/>Stoneworks Climbing Gym<br/>Group climb up to 10 people<br/>\$150 / Session</p> | <p>Stoneworks Climbing Gym<br/>\$11 -1 Day Pass<br/>Plus \$6/day equipment rental</p>                                     |
| <p>*3 Club Sport<br/>\$99 - 10 Punch Pass<br/><br/>Stoneworks Climbing Gym<br/>\$92 - 10 Punch Pass<br/>(includes gear rental)</p>  | <p>*5 Stoneworks Climbing Gym<br/>Birthday Parties (10 climbers)<br/>\$150 / Session<br/>\$12/each additional climber</p> |



**Birthday Parties Rental Revenue & Expenses**

Revenue	Mgmt. Assump.	Price per Session					Number per Session (Month)					Sellable Sessions	Year 1	Year 2	Year 3	Year 4	Year 5	
		Year 1	Year 2	Year 3	Year 4	Year 5	Year 1	Year 2	Year 3	Year 4	Year 5							
Court Parties	\$/Party (avg 15 kids)	\$200	\$200	\$220	\$220	\$231	4	5	5	5	6	12	\$9,600	\$11,520	\$13,306	\$13,971	\$15,403	
Rock Wall Birthday Parties	\$/Party (avg 15 kids)	\$200	\$200	\$220	\$220	\$231	4	5	5	5	6	12	\$9,600	\$11,520	\$13,306	\$13,971	\$15,403	
	Non-capacity growth rate		1.00	1.10	1.00	1.05		1.20	1.05	1.05	1.05							
	Capacity growth rate		1.10	1.10	1.10	1.10		1.00	1.00	1.00	1.00							
<b>Area Revenue</b>												<b>\$19,200</b>	<b>\$23,040</b>	<b>\$26,611</b>	<b>\$27,942</b>	<b>\$30,806</b>		
Expense	Mgmt Assump.											Year 1	Year 2	Year 3	Year 4	Year 5		
Birthday Party Management	10% gross revenue											\$1,920	\$2,304	\$2,661	\$2,794	\$3,081		
Birthday Party Staff	2 hrs/party plus set up and clean, 1 employee/party, \$10/hr/employee											\$2,880	\$3,456	\$3,629	\$3,810	\$4,001		
Birthday Party Supplies	4% COGS											\$768	\$922	\$1,064	\$1,118	\$1,232		
Birthday Party Food	15% COGS											\$2,880	\$3,456	\$3,992	\$4,191	\$4,621		
<b>Area Expense</b>												<b>\$8,448</b>	<b>\$10,138</b>	<b>\$11,346</b>	<b>\$11,913</b>	<b>\$12,934</b>		
<b>Net Revenue</b>												<b>\$10,752</b>	<b>\$12,902</b>	<b>\$15,265</b>	<b>\$16,028</b>	<b>\$17,871</b>		



**Corporate & Group Events Revenue & Expenses**

Revenue	Price per Session					Ave # Attending	Number per Session					Sellable Sessions	Year 1	Year 2	Year 3	Year 4	Year 5
	Year 1	Year 2	Year 3	Year 4	Year 5		Year 1	Year 2	Year 3	Year 4	Year 5						
Corporate Events and Parties	\$35	\$35	\$42	\$42	\$44	20	4	4	5	5	6	1	\$2,800	\$3,080	\$4,066	\$4,472	\$5,165
Facility Rentals	\$3,000	\$3,000	\$3,600	\$3,600	\$3,780	1	2	2	2	3	3	1	\$6,000	\$6,600	\$8,712	\$9,583	\$11,069
Non-capacity growth rate		1.00	1.20	1.00	1.05			1.10	1.10	1.10	1.10						
Capacity growth rate		1.10	1.20	1.10	1.10												
<b>Area Revenue</b>												<b>\$8,800</b>	<b>\$9,680</b>	<b>\$12,778</b>	<b>\$14,055</b>	<b>\$16,234</b>	
<b>Expense</b>												<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>	<b>Year 5</b>	
Corporate Events Director	10% Gross Sales											\$880	\$968	\$1,278	\$1,406	\$1,623	
Group Event Instructors	15% of Gross											\$1,320	\$1,452	\$1,917	\$2,108	\$2,435	
Advertising	10% Gross Sales											\$880	\$906	\$934	\$962	\$990	
Equipment and Consumable Supplies	5% of gross											\$440	\$484	\$639	\$703	\$812	
<b>Area Expense</b>												<b>\$3,520</b>	<b>\$3,810</b>	<b>\$4,767</b>	<b>\$5,178</b>	<b>\$5,861</b>	
<b>Net Revenue</b>												<b>\$5,280</b>	<b>\$5,870</b>	<b>\$8,011</b>	<b>\$8,877</b>	<b>\$10,373</b>	



**Youth Programming Revenue & Expenses**

Revenue	Mgmt. Assump.	Price per Session					Number per Session					Sellable Sessions	Year 1	Year 2	Year 3	Year 4	Year 5
		Year 1	Year 2	Year 3	Year 4	Year 5	Year 1	Year 2	Year 3	Year 4	Year 5						
Half-Day Camp	\$/week	\$100	\$100	\$110	\$110	\$116	11	13	15	17	18	10	\$11,000	\$13,200	\$16,698	\$18,368	\$20,250
Full Day Camp	\$/week	\$200	\$200	\$220	\$220	\$231	22	26	30	33	35	10	\$44,000	\$52,800	\$66,792	\$73,471	\$81,002
Single Day Camps	\$/day	\$45	\$45	\$50	\$50	\$52	16	19	22	24	26	12	\$8,640	\$10,368	\$13,116	\$14,427	\$15,906
Camp Day-Care	\$/day	\$10	\$10	\$11	\$11	\$12	184	221	254	280	294	10	\$18,420	\$22,104	\$27,962	\$30,758	\$33,910
Lock-Ins	\$/visit	\$25	\$25	\$28	\$28	\$29	20	24	28	30	32	12	\$6,000	\$7,200	\$9,108	\$10,019	\$11,046
Graduation Parties	\$/attendee	\$40	\$40	\$44	\$44	\$46	50	60	69	76	80	1	\$2,000	\$2,400	\$3,036	\$3,340	\$3,682
Field Trips	\$/visit	\$5	\$5	\$6	\$6	\$6	15	18	21	23	24	9	\$675	\$810	\$1,025	\$1,127	\$1,243
	Non-capacity growth rate		1.00	1.10	1.00	1.05		1.20	1.15	1.10	1.05						
	Capacity growth rate		1.10	1.10	1.10	1.10		1.00	1.00	1.00	1.00						
<b>Area Revenue</b>												<b>\$90,735</b>	<b>\$108,882</b>	<b>\$137,736</b>	<b>\$151,509</b>	<b>\$167,039</b>	
Expense	Mgmt Assump.											Year 1	Year 2	Year 3	Year 4	Year 5	
Youth Programming Management	10% Gross Revenue											\$9,074	\$10,888	\$13,774	\$15,151	\$16,704	
Camp Payroll	15% Gross Revenue											\$13,610	\$16,332	\$20,660	\$22,726	\$25,056	
Advertising	5% Gross Revenue											\$4,537	\$5,444	\$6,887	\$7,575	\$8,352	
Equipment & Consumables	3% Gross Revenue											\$2,722	\$3,266	\$4,132	\$4,545	\$5,011	
Camp Lunch	2.5% Gross Revenue											\$2,268	\$2,722	\$3,443	\$3,788	\$4,176	
T-shirts	\$4 per shirt											\$1,320	\$1,584	\$1,822	\$2,004	\$2,104	
<b>Area Expense</b>												<b>\$33,531</b>	<b>\$40,237</b>	<b>\$50,718</b>	<b>\$55,790</b>	<b>\$61,403</b>	
<b>Net Revenue</b>												<b>\$57,204</b>	<b>\$68,645</b>	<b>\$87,018</b>	<b>\$95,720</b>	<b>\$105,636</b>	



## Secondary Revenue Areas

Revenue	Mgmt. Assump.	Year 1	Year 2	Year 3	Year 4	Year 5
Advertisement/Sponsorship Income		\$50,000	\$60,000	\$63,000	\$66,150	\$69,458
<b>Area Revenue</b>		<b>\$50,000</b>	<b>\$60,000</b>	<b>\$63,000</b>	<b>\$66,150</b>	<b>\$69,458</b>
Expense	Mgmt. Assump.	Year 1	Year 2	Year 3	Year 4	Year 5
Advertisement hard cost	Printing of Ad/Sponsors within facility(10% of Ad Inc.)	\$5,000	\$6,000	\$6,300	\$6,615	\$6,946
Sponsorship Commissions		\$5,000	\$6,000	\$6,300	\$6,615	\$6,946
<b>Area Expense</b>		<b>\$10,000</b>	<b>\$12,000</b>	<b>\$12,600</b>	<b>\$13,230</b>	<b>\$13,892</b>
<b>Net Revenue</b>		<b>\$40,000</b>	<b>\$48,000</b>	<b>\$50,400</b>	<b>\$52,920</b>	<b>\$55,566</b>



## Food & Beverage Revenue & Expenses

Revenue	Mgmt. Assump.	Year 1	Year 2	Year 3	Year 4	Year 5
Concessions Sales		\$94,347	\$99,064	\$104,017	\$109,218	\$114,679
Vending Income	20% Concession sales	\$18,869	\$19,813	\$20,803	\$21,844	\$22,936
<b>Area Revenue</b>		<b>\$113,216</b>	<b>\$118,877</b>	<b>\$124,821</b>	<b>\$131,062</b>	<b>\$137,615</b>
Expense	Mgmt. Assump.	Year 1	Year 2	Year 3	Year 4	Year 5
Concessions Food	35% COGS	\$39,626	\$41,607	\$43,687	\$45,872	\$48,165
Concessions Non-food	10% Concession Sales	\$9,435	\$9,906	\$10,402	\$10,922	\$11,468
Concessions Wages	25% Concession Sales	\$23,587	\$24,766	\$26,004	\$27,305	\$28,670
<b>Area Expense</b>		<b>\$72,647</b>	<b>\$76,279</b>	<b>\$80,093</b>	<b>\$84,098</b>	<b>\$88,303</b>
<b>Net Revenue</b>		<b>\$40,569</b>	<b>\$42,598</b>	<b>\$44,727</b>	<b>\$46,964</b>	<b>\$49,312</b>

To: City Council and the City Manager

From: Tony Holt

December 10, 2014

Comments on the Wilsonville Recreation Center Proposal

These comments formed the basis of a recent discussion I had with Task Force member Steve Hurst on the project.

I have reviewed the presentation 'Recreation and Aquatic Center Study' and the 'Five Year Operating Pro Forma'. I am told that these were the only documents produced by the consultant. My comments are based on those documents. I was able to attend one meeting of the Task Force when the presentation was made.

My overall assessment: The consultants have produced a 'generic' recreation center report, albeit presumably taking into account the facilities requested by the Task Force. What is missing is a 'Wilsonville specific' detailed study of the demand side of the study—the local competition in its many forms, how the commercial competition is faring from a membership and financial viewpoint, an assessment of the response one might get from various Wilsonville neighborhoods, the potential additional draw from surrounding cities, etc. All the elements of what results in revenue need much more scrutiny and attention.

What type of Facility?

Intuitively the regional competition for an aquatic facility is far less than that for fitness facilities. If that is true, there should be an analysis of the economics of a standalone aquatic facility followed by the projected economic effect of adding on each of the various other currently proposed facilities.

Staff Response:

*The City Council asked for a study to examine the financial feasibility of facility that included both aquatics and fitness. As a result, the analysis conducted by the consultant did not examine a stand-alone aquatic facility. This is important because it is the combination of programmable recreation with the aquatic element that makes this facility financially feasible. The pro forma includes detailed information on the projected revenues, programming models and comparisons with other regional facilities. I will attach a copy of the final pro forma with the appendix attached. I will also attach a copy of the power point presentation shown at the final Task Force meeting which includes detailed demographic materials.*

Competition

- How is the fitness industry surviving in Oregon and in the country?
- How are LA Fitness, Anytime Fitness and Curves doing in Wilsonville?
- What other fitness competition is there in Wilsonville?

- Do any of our employers (Xerox, Mentor Graphics, etc) have fitness facilities? Does Brenchley Estates have a fitness facility? It has at least one outside pool.
- Where is the nearest competition outside the City limits for a) a pool, b) a fitness facility—Canby, Tualatin (new LA Fitness beside Cabelas), Aurora, etc?

Staff Response:

*You are right about the local competition having a variety of amenities. Many of these facilities are not competitors because of their target population. The fitness centers, i.e. LA Fitness, have a specific target member and age group while the proposed Recreation and Aquatic Center is designed to provide multi-generational opportunities and diverse services. The target population of a multigenerational facility represents a cross section of the community and has specialized amenities to satisfy a variety of users including families and seniors. For example, there is a 25 yard, six lane lap pool that can be used for lap swimming and as a competitive pool for local swim teams. The leisure pool has design elements to accommodate the senior population with warmer water, a zero entrance feature for easy access, handicapped accessible. It also includes slides and play toys for all ages and learn to swim programs. It is difficult to compare existing local facilities with a multi-use facility because of the varied amenities in each facility. For instance, outdoor seasonal pools are primarily rectangular with no designated user group and they can only be used during a few months of the year.*

#### Assessment of Interest by Neighborhoods & Others

- Charbonneau---has 24 small outdoor pools, used mostly by grandchildren, and a small gym with some 170 members; looking for additional space or a new building to have larger gym and a multipurpose court; SpringRidge has an indoor pool that can be used by groups with prior approval. It seems unlikely there would be a lot of interest in a Wilsonville facility.
- Villebois---are there any plans for a commercial facility in that neighborhood? Likely to be a significant distance away from the new facility.
- West Side Area—(Morey's Landing, Merryfield, Fox Chase, etc)
- East Side Area---(Arbor Crossing, Canyon Creek, Meadows, Landover, Brenchley Estates, other apartment complexes.
- School use?
- Lunchtime commuter use?

Staff Response

*Please see response to question above. The consultant did review the amenities at the facilities you listed. Again, these facilities serve a narrow demographic than the recreation aquatic facility being proposed in Wilsonville. The majority of these are*

outdoor facilities. Those facilities have a narrow use and do not include the variety of amenities necessary to financially support the operations.

The City has considered the development of an aquatic center in the past. As recently as 2006, the City considered three different outdoor and indoor aquatic facilities. That study concluded that a full service recreation center with aquatics can improve the cost recovery percentages. The study also referenced the multigenerational approach to a facility center to expand the participation base. It is an industry given that standalone aquatic facilities do not generate adequate revenue to offset operational costs. They recover between 40 and 60 percent of the operational costs. Multiple use facilities, with amenities that can be profit centers, will have a much better chance of reaching sustainability by subsidizing the eventual losses in **aquatics**

**Comment [TJ1]:** Give an example such as recreation classes, birthday party packages, facility rental to basketball associations...

#### Draw from surrounding communities

- Which nearby communities are underserved?
- Potential draw from these.

#### Staff Response

The consultant did an extensive market analysis. They visited a variety of regional facilities and compiled a list of amenities in those facilities. They also reviewed demographic information for Wilsonville and concluded there is a market in this area for a multi-use and multi-generational facility. Given Wilsonville's population, number of employees working in Wilsonville, and regional location, the consultant determined that a facility of this nature would not only serve a need in Wilsonville but it would also be a regional draw.

#### Pricing

- Need a much clearer comparison of what competitors are charging for what services; currently shown as ragged footnotes on some slides.
- Need a pricing study that takes into account competitors' prices and the services that will be offered in the proposed center.
- Need to assess whether any of the services considered for the Center are too costly for the expected limited interest.

#### Staff Response

The consultant conducted a price analysis for services in this proposed recreation aquatic facility as compared to other similar facilities in the region. This information can be found in the appendix.

Investigate staggered building program.

- Would a modular, staggered building program be practical/beneficial, allowing some community response data to be collected before the full expenditure is committed?

Staff Response

*It is not feasible or cost efficient to construct the building in phases. The size of the building dictates the number of acres needed for a site and the types of amenities. With a multi-use facility, every piece of the operations is dependent on each other to generate revenue.*

More data details required

- What is the breakdown of the items under 'Cost of Goods Sold' and particularly the large numbers under 'Memberships' and 'Aquatics'?
- Estimated debt servicing costs should be included in projections.
- Sensitivity cases relating to key risk factor items (demand, pricing, expenses) need to be carefully produced.

Staff Response

*The detailed breakdown of memberships is included in the pro forma. There is too much detail to list in this paragraph response. This study only looked at the financial feasibility of operating a recreation aquatic facility. This project would be paid from general obligation bonds.*

A Case Study

- Former Councilor Alan Kirk has suggested studying the Sherwood YMCA's operation, which seems to me to be an excellent idea.

Staff Response

*The consultant and staff did review the operations at the Sherwood YMCA and we would be happy to answer specific questions you may have regarding that facility.*

This project has lots of enthusiasm behind it but is high risk for the City, in my opinion. I am not opposed to it but think we need a much more detailed and carefully prepared 'Wilsonville specific' analysis before City Council decides whether to proceed or not.

## King, Sandy

---

**From:** Steve Hurst <Steve.Hurst@wafd.com>  
**Sent:** Monday, December 15, 2014 10:02 AM  
**To:** King, Sandy  
**Cc:** Cosgrove, Bryan; Sherer, Stan  
**Subject:** Recreation Center Comments

Good morning, Sandy. I am, unfortunately, not going to be able to attend this evening's council meeting, but was hoping you might print and distribute the following to council and staff as written comments regarding this evening's staff presentation on the recreation / aquatic center recommendation:

Dear Mayor and City Councilors,

As a Wilsonville citizen and a member of the related task force, I would like to briefly share with you my thoughts regarding the concept plan for a Wilsonville City Recreation and Aquatic Center.

From all observations I have made, and based on directly and anecdotally collected citizen opinion from a wide range of our community's demographic, a community recreation and aquatic center is something the larger Wilsonville community desires, providing it can be constructed and operated (long-term) in a financially acceptable, viable and responsible manner. It's important to keep in mind that, as Wilsonville matures - along with its constituent counties - the size of property tax assessments have become substantial; enough so that any new measures creating additions to that tax will be looked at with increasing scrutiny by those voting on said measures; more so even than measures of the recent past.

Based on the positive community sentiment I referenced above, along with the cost and pro forma operational information that has been gathered by the task force and city staff to date via a professional third-party firm specializing in this industry, I do think that Wilsonville's citizenry should be allowed to vote in 2015, via referendum, on whether or not to proceed with the financing and construction of such a facility. Council clearing the way for such a vote would be appropriate.

Those who know or have worked with me understand that, regardless of how attractive a concept sounds, I would not support it if it was not a good investment for the city and a financially viable, sensible plan. In this instance - assuming the information collected can be relied upon as largely accurate - I feel the discussion is worth having at a community level over the coming months. Then, ultimately, the community will decide if the additional amount on their property tax assessment is worth the amenity they would receive in return.

There are still questions to be asked and answered; additional information to be collected and considered. Still, the concept as it now exists is a good one. Moving it forward for a public vote will create the momentum - both pro and con - needed to finish the vetting and consideration process on a larger scale by the appropriate stakeholders prior to said vote.

Thank you for your consideration.

Steve Hurst  
28585 SW Cascade Loop  
Wilsonville, OR 97070

To: City Council and the City Manager

From: Tony Holt

December 10, 2014

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- Lunchtime commuter use?

#### Draw from surrounding communities

- Which nearby communities are underserved?
- Potential draw from these.

#### Pricing

- Need a much clearer comparison of what competitors are charging for what services; currently shown as ragged footnotes on some slides.
- Need a pricing study that takes into account competitors' prices and the services that will be offered in the proposed center.
- Need to assess whether any of the services considered for the Center are too costly for the expected limited interest.

#### Investigate staggered building program.

- Would a modular, staggered building program be practical/beneficial, allowing some community response data to be collected before the full expenditure is committed?

#### More data details required

- What is the breakdown of the items under 'Cost of Goods Sold' and particularly the large numbers under 'Memberships' and 'Aquatics'?
- Estimated debt servicing costs should be included in projections.
- Sensitivity cases relating to key risk factor items (demand, pricing, expenses) need to be carefully produced.

#### A Case Study

- Former Councilor Alan Kirk has suggested studying the Sherwood YMCA's operation, which seems to me to be an excellent idea.

This project has lots of enthusiasm behind it but is high risk for the City, in my opinion. I am not opposed to it but think we need a much more detailed and carefully prepared 'Wilsonville specific' analysis before City Council decides whether to proceed or not.

**King, Sandy**

---

**From:** Cosgrove, Bryan  
**Sent:** Friday, December 05, 2014 3:48 PM  
**To:** Kraushaar, Nancy; Kerber, Delora; Neamtzu, Chris; Cole, Susan; Retherford, Kristin  
**Cc:** Kohlhoff, Mike; Ottenad, Mark; Gail, Jon; King, Sandy  
**Subject:** Meeting with School Board

Okay, after much delay, and back and forth, here is what the school board would like the city to cover at the joint work session:

An overview of the Urban Renewal Strategic Plan, with maybe just a light touch update on how we are going to manage the close out of the Year 2000 Plan to do least amount of harm to district's local option levy. Lead staff person: Retherford, with light assist from Cole. (15 minutes)

An update on major transportation initiatives that may be of interest to the district, with maps, construction timelines, and other relevant information: Lead staff person: Kraushaar, with assist from Mende or Adams? (20 minutes)

Overview of facilities master planning project (timeline, expected outcomes, and relevance to School District on Art Tech). Lead staff person: Kerber, with minor assist from Cosgrove. (10-15 minutes)

Overview of current status of Frog Pond/Advance work product. I see this one as being the most relevant to district in terms of future enrollment and connection to new middle school. I would recommend Powerpoint presentation by Chris Neamtzu, with appropriate amount of caveats regarding council having not yet weighed in on overall concept, etc. (40-45 minutes)

If you need clarification and/or additional direction you know where to find me. The work session will commence at 5:30 and go until 7:00 so

Bryan Cosgrove,  
City Manager

503.570.1504 (work)  
503.754.0978 (cell)  
[cosgrove@ci.wilsonville.or.us](mailto:cosgrove@ci.wilsonville.or.us)  
29799 SW Town Center Loop  
Wilsonville, Oregon 97070

**DISCLOSURE NOTICE:** Messages to and from this E-mail address may be subject to the Oregon Public Records Law.

**"The only disability in life is a bad attitude."**

**~Scott Hamilton**

**CITY COUNCIL ROLLING SCHEDULE  
Board and Commission Meetings 2014-15**

***December***

DATE	DAY	TIME	MEETING	LOCATION
12/22	Monday	6:30 p.m.	DRB Panel B	Council Chambers
12/25	Thursday		City offices closed for Christmas	

***January***

DATE	DAY	TIME	MEETING	LOCATION
1/1	Thursday		City offices Closed New Year's Day	
1/5	Monday	7 p.m.	City Council Meeting	Council Chambers
1/12	Monday	6:30 p.m.	DRB Panel A	Council Chambers
1/14	Wednesday	1-3 p.m.	Wilsonville Community Seniors Advisory Board	Community Center
1/14	Wednesday	6 p.m.	Planning Commission	Council Chambers
1/19	Monday		MLK Holiday – City Offices Closed	
1/22	Thursday	7 p.m.	City Council Meeting	Council Chambers
1/26	Monday	6:30 p.m.	DRB Panel B	Council Chambers
1/28	Wednesday	6:30 p.m.	Library Board	Library

**COMMUNITY EVENTS & MEETINGS**

**HOLIDAY LIGHT DRIVES**

December 16, 17, 18 and 19. The SMART Bus will leave the Community Center at 6:30 p.m. for the Portland International Raceway to see "Winter Wonderland" and return at approximately 8:30 p.m. Seating is limited and reservations required. Call 503-682-3727 to book your adventure. No charge for the trip, but we ask each rider to bring one new toothbrush to be donated to Wilsonville Community Sharing.

**HOLIDAY FUN FEST**

December 17, 4-6 p.m.

Wilsonville Community Center

Join Wilsonville Parks and Recreation for this annual Holiday themed event. "Gingerbread houses", cookies & cocoa and a visit from Santa highlight the afternoon party. The event itself is free but there is a charge of \$5 per house built. 2014 Wednesday, December 17, 4 to 6 pm at the Wilsonville Community Center.



**CITY COUNCIL MEETING  
STAFF REPORT**

<b>Meeting Date:</b> December 15, 2014	<b>Subject:</b> Acceptance of City's 2013-14 Comprehensive Annual Financial Report (CAFR) and the 2013-14 Urban Renewal Agency Financial Report  <b>Staff Member:</b> Susan Cole <b>Department:</b> Finance
<b>Action Required</b>	<b>Advisory Board/Commission Recommendation</b>
<input type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 <sup>st</sup> Reading Date: <input type="checkbox"/> Ordinance 2 <sup>nd</sup> Reading Date: <input type="checkbox"/> Resolution <input type="checkbox"/> Information or Direction <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input checked="" type="checkbox"/> Consent Agenda	<input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable  <b>Comments:</b>  
<b>Staff Recommendation:</b> Council acceptance of the FY 2013-14 Audit.	
<b>Recommended Language for Motion:</b> I move to accept the FY 2013-14 Audit Report.	
<b>PROJECT / ISSUE RELATES TO:</b> <i>[Identify which goal(s), master plans(s) issue relates to.]</i>	
<input type="checkbox"/> Council Goals/Priorities	<input type="checkbox"/> Adopted Master Plan(s)
<input checked="" type="checkbox"/> Not Applicable	

**ISSUE BEFORE COUNCIL:** The City is required by Oregon Revised Statute 297.425 to have an annual independent audit. The firm of Grove Mueller and Swank, P.C., Certified Public Accountants, audited the Comprehensive Annual Financial Report (CAFR) and the Urban Renewal Agency Financial Report for the fiscal year ending on June 30, 2014.

**EXECUTIVE SUMMARY:** The City's independent audit received an unqualified opinion. This opinion is given when the financial statements presented are free of material misstatements and are represented fairly in accordance with the Generally Accepted Accounting Principles (GAAP), which in other words means that the City's financial condition, position, and operations are fairly presented in the financial statements.

Grove Mueller and Swank, P.C. did not issue any Management Letter Comments or recommendations for improvements.

**EXPECTED RESULTS:**

Acceptance of the results of the independent audit for fiscal year ended June 30, 2014.

**TIMELINE:**

All work is complete.

**CURRENT YEAR BUDGET IMPACTS:**

There are no financial impacts.

**FINANCIAL REVIEW / COMMENTS:**

Reviewed by:    S. Cole    Date:   12/1/14  

There are no financial impacts.

**LEGAL REVIEW / COMMENT:**

Reviewed by:   MEK    Date:  12/3/2014  

Presentment and acceptance by the Council at the December 15, 2014 meeting meets legal requirements.

**COMMUNITY INVOLVEMENT PROCESS:**

None

**POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY**

**None**

**ALTERNATIVES:**

Not Applicable

**CITY MANAGER COMMENT:**

**ATTACHMENTS**

- A. Letters to Council and Management from our auditors, Grove Mueller & Swank, P.C., outlining their responsibilities, audit findings and issues related to the audit.
- B. 2013-14 Comprehensive Annual Financial Report (CAFR)
- C. 2013-14 Urban Renewal Agency Financial Report



## GROVE, MUELLER & SWANK, P.C.

CERTIFIED PUBLIC ACCOUNTANTS AND CONSULTANTS  
475 Cottage Street NE, Suite 200, Salem, Oregon 97301  
(503) 581-7788

November 10, 2014

To the Honorable Mayor, Members of the City Council, and the City Manager  
City of Wilsonville  
29799 SW Town Center Loop East  
Wilsonville, Oregon 97070

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of City of Wilsonville (the City) for the year ended June 30, 2014. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards *Government Auditing Standards* and OMB Circular A-133, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated June 20, 2014. Professional standards also require that we communicate to you the following information related to our audit.

### Significant Audit Findings

#### *Qualitative Aspects of Accounting Practices*

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the City are described in the notes to the financial statements. The City implemented two new pronouncements which had no significant impact on the City's financial statements:

GASB Statement No. 69 "Government Combinations and Disposals of Government Operations." The statement establishes accounting and financial reporting standards related to government combinations and disposals of government operations.

GASB Statement No. 70 "Accounting and Financial Reporting for Nonexchange Financial Guarantees." The objective of the statement is to improve accounting and financial reporting by State and local governments that extend and receive nonexchange financial guarantees.

We noted no transactions entered into by the City during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's 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 significantly from those expected. The most sensitive estimate affecting the City's financial statements was management's estimate of the allowance for doubtful accounts which is based on historical water and sewer revenues, historical loss levels, and an analysis of collectability of individual accounts. We evaluated the key factors and assumptions used to develop the allowance in determining that it is reasonable in relation to the financial statements taken as a whole.

The financial statement disclosures are neutral, consistent, and clear.

*Difficulties Encountered in Performing the Audit*

We encountered no significant difficulties in dealing with management in performing and completing our audit.

*Corrected and Uncorrected Misstatements*

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. We have no corrected or uncorrected misstatements to report.

*Disagreements with Management*

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

*Management Representations*

We have requested certain representations from management that are included in the management representation letter dated November 10, 2014.

*Management Consultations with Other Independent Accountants*

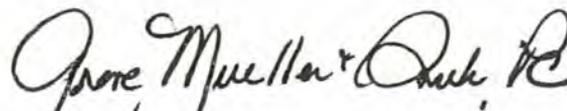
In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the governmental unit's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

*Other Audit Findings or Issues*

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the City's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

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

Very truly yours,

  
CERTIFIED PUBLIC ACCOUNTANTS

***CITY OF WILSONVILLE  
FEDERAL COMPLIANCE REPORTS  
Year Ended June 30, 2014***



## GROVE, MUELLER & SWANK, P.C.

CERTIFIED PUBLIC ACCOUNTANTS AND CONSULTANTS  
475 Cottage Street NE, Suite 200, Salem, Oregon 97301  
(503) 581-7788

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

Honorable Mayor, Members of the City Council, and the City Manager  
City of Wilsonville  
29799 SW Town Center Loop East  
Wilsonville, Oregon 97070

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Wilsonville, Oregon, as of and for the year ended June 30, 2014, and the related notes to the financial statements, which collectively comprise the City of Wilsonville's basic financial statements, and have issued our report thereon dated November 10, 2014.

#### ***Internal Control Over Financial Reporting***

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

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

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

#### ***Compliance and Other Matters***

As part of obtaining reasonable assurance about whether the City of Wilsonville's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

***Purpose of this Report***

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City of Wilsonville's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City of Wilsonville's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

  
CERTIFIED PUBLIC ACCOUNTANTS

November 10, 2014



## GROVE, MUELLER & SWANK, P.C.

CERTIFIED PUBLIC ACCOUNTANTS AND CONSULTANTS  
475 Cottage Street NE, Suite 200, Salem, Oregon 97301  
(503) 581-7788

### ***INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY OMB CIRCULAR A-133***

Honorable Mayor, Members of the City Council, and the City Manager  
City of Wilsonville  
29799 SW Town Center Loop East  
Wilsonville, Oregon 97070

#### ***Report on Compliance for Each Major Federal Program***

We have audited the City of Wilsonville's compliance with the types of compliance requirements described in the *OMB Circular A-133 Compliance Supplement* that could have a direct and material effect on each of the City of Wilsonville's major federal programs for the year ended June 30, 2014. The City of Wilsonville's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

#### ***Management's Responsibility***

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to its federal programs.

#### ***Auditor's Responsibility***

Our responsibility is to express an opinion on compliance for each of the City of Wilsonville's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the City of Wilsonville's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of the City of Wilsonville's compliance.

#### ***Opinion on Each Major Federal Program***

In our opinion, the City of Wilsonville complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2014.

#### ***Report on Internal Control over Compliance***

Management of the City of Wilsonville is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the City of Wilsonville's internal control over compliance with the types of

requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with OMB Circular A-133, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the City of Wilsonville's internal control over compliance.

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

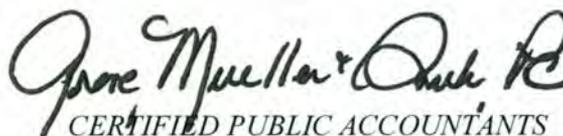
Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any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

#### ***Report on Schedule of Expenditures of Federal Awards Required by OMB Circular A-133***

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Wilsonville, as of and for the year ended June 30, 2014, and the related notes to the financial statements, which collectively comprise the City of Wilsonville's basic financial statements. We issued our report thereon dated November 10, 2014, which contained unmodified opinions on those financial statements. Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the basic financial statements. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by OMB Circular A-133 and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the 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 schedule of expenditures of federal awards is fairly stated in all material respects in relation to the basic financial statements as a whole.

#### ***Purpose of this Report***

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of OMB Circular A-133. Accordingly, this report is not suitable for any other purpose.

  
CERTIFIED PUBLIC ACCOUNTANTS

November 10, 2014

**CITY OF WILSONVILLE, OREGON**  
**Schedule of Expenditures of Federal Awards**  
*For the fiscal year ended June 30, 2014*

	CFDA#	Passthrough Number	Federal Award	Expended in Fiscal Year 2013-14
<b><u>U.S. Department of Transportation</u></b>				
<i>Federal Transit Cluster</i>				
Capital Investment Grant				
Fixed Guideway Capital Investment Grant - Agreement OR040017	20.500	Direct	\$ 208,519	\$ 10,454
Formula Grants				
OR950031 (Transportation Demand Management)	20.507	Direct	203,687	54,026
OR950042	20.507	Direct	240,000	61,430
OR900155	20.507	Direct	532,658	290,405
OR900163	20.507	Direct	291,711	4,282
Subtotal Federal Transit Cluster			<u>1,476,575</u>	<u>420,597</u>
<i>Transit Services Programs Cluster</i>				
<i>Passed-through Oregon Department of Transportation</i>				
Seniors and Individuals with Disabilities	20.513	29300	187,092	53,838
Seniors and Individuals with Disabilities	20.513	27734	429,693	354,635
Total Passed-through Oregon Department of Transportation			<u>616,785</u>	<u>408,473</u>
Job Access Reverse Commute Program - Agreement OR370022	20.516	Direct	9,245	9,254
Subtotal Transit Services Programs Cluster			<u>626,030</u>	<u>417,727</u>
Total U.S. Department of Transportation			<u>2,102,605</u>	<u>838,324</u>
<b><u>U.S. Department of Health and Human Services</u></b>				
Administration for Community Living:				
Clackamas County Social Services Pass Through Agreement:				
Special Programs for the Aging - Title III, Part D	93.043	n/a	1,351	1,351
<i>Aging Cluster</i>				
Special Programs for the Aging - Title III, Part B	93.044	n/a	10,831	10,831
Special Programs for the Aging - Title III, Part C	93.045	n/a	19,710	19,710
Nutrition Services Incentive Program	93.053	n/a	5,400	5,400
Total Aging Cluster			<u>35,941</u>	<u>35,941</u>
Subtotal Clackamas County Social Service Pass Through Agreement			<u>37,292</u>	<u>37,292</u>
Center for Disease Control and Prevention:				
National Recreation and Parks Association - ACHIEVE Agreement	93.283	n/a	50,000	8,338
Total U.S. Department of Health and Human Services			<u>87,292</u>	<u>45,630</u>
<b>Total Federal Awards</b>				<u><u>\$ 883,954</u></u>

*See notes to schedule of expenditures of federal awards*

**City of Wilsonville**  
**Notes to Schedule of Expenditures of Federal Awards**  
**For the fiscal year ended June 30, 2014**

**PURPOSE OF THE SCHEDULE**

The accompanying schedule of expenditures of federal awards (the "Schedule") is a supplementary schedule to the City of Wilsonville's financial statements and is presented for purposes of additional analysis. Because the Schedule presents only a selected portion of the activities of the City of Wilsonville, it is not intended to and does not present either the financial position or the results of operations of the City.

**SIGNIFICANT ACCOUNTING POLICIES**

**Basis of Presentation**

The information in the Schedule is presented in accordance with OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*.

**Federal Financial Assistance**

Pursuant to the Single Audit Act of 1996 and OMB Circular A-133, federal financial assistance is defined as assistance provided by a federal agency, either directly or indirectly, in the form of grants, contracts, cooperative agreements, loans, loan guarantees, property, interest subsidies, insurance, or direct appropriations. Accordingly, nonmonetary federal assistance, including federal surplus property, is included in federal financial assistance and, therefore, is reported on the Schedule, if applicable. Federal financial assistance does not include direct federal cash assistance to individuals. Solicited contracts between the state and federal government for which the federal government procures tangible goods or services are not considered to be federal financial assistance.

**Major Programs**

The Single Audit Act Amendment of 1996 and OMB Circular A-133 establish criteria to be used in defining major federal financial assistance programs. Major programs for the City of Wilsonville are those programs selected for testing by the auditor using a risk-assessment model, as well as certain minimum expenditure requirements, as outlined in OMB Circular A-133. Programs with similar requirements may be grouped into a cluster for testing purposes.

**Reporting Entity**

The reporting entity is fully described in notes to the financial statements. Additionally, the Schedule includes all federal programs administered by the City of Wilsonville for the year ended June 30, 2014.

**Revenue and Expenditure Recognition**

The receipt and expenditure of federal awards are accounted for under the modified accrual basis of accounting.

**City of Wilsonville**  
**Schedule of Findings and Questioned Costs**  
**For the fiscal year ended June 30, 2014**

**SUMMARY OF AUDITOR'S RESULTS**

**Financial Statements**

Type of auditor's report issues: Unmodified  
 Internal control reporting:  
     • Material weakness(es) identified? No  
     • Significant deficiency(ies) identified? None reported  
     • Noncompliance material to financial statements noted? No

**Federal Awards**

Internal control over major programs:  
     • Material weakness(es) identified? No  
     • Significant deficiency(ies) identified? None reported  
 Type of auditor's report issued on compliance for major programs: Unmodified  
 Any audit findings disclosed that are required to be reported in accordance with  
 Section 510(a) of Circular A-133? No

Identification of major program:

CFDA	Agency	Program Title
20.513 20.516	DOT	Transit Services Programs Cluster

Dollar threshold used to distinguish between Type A and Type B programs: \$300,000  
 Auditee qualified as low-risk auditee? Yes

**FINANCIAL STATEMENT FINDINGS**

None

**FEDERAL AWARD FINDINGS AND QUESTIONED COSTS**

None

**City of Wilsonville  
Summary Schedule of Prior Audit Findings  
June 30, 2014**

There were no findings or questioned costs in the prior year.

## COMPRESSION

Compression is an Oregon tax system issue that that reduces the amount of taxes that can be collected in a given year if the collection amount is going to exceed the pre-set maximum established by Measure 5 and adjusted by Measure 50. The calculations, causes, and effects of compression are extremely complicated. If real market values and assessed values are converging, urban renewal can cause increases in compression. However, urban renewal can also be a tool to help facilitate growth that ultimately reduces compression. Urban renewal can also decrease compression in the schools category when school taxes are re-classified as general government taxes under urban renewal.

The recession of the 2000's, by decreasing the real market value of many properties, has caused compression losses to increase throughout Oregon. Compression occurs when tax rates exceed tax limitations and assessed values and real market values inch closer together. Measure 5 as adjusted by Measure 50 imposed tax rate limits of \$10 per \$1,000 of real market value for General Government categories and \$5 per \$1,000 for Education categories. Urban Renewal is calculated in the General Government category. This classification reallocates the Education portion of taxes within an urban renewal district from Education and moves it into the General Government category. Urban renewal taxes divided from levies to repay general obligation bonds that are exempt from Measure 5 are also included in the General Government category. This has the effect of increasing the General Government tax rate, but reducing the Education and Exempt tax rate.

The Measure 5 tax rate limits are exceeded in many areas in the state, but this did not cause significant reductions in taxes collected (compression) until the difference between assessed values and real market values decreased. Compression occurs first on local option levies, then on permanent rate levies. While compression is a concern for all taxing jurisdictions, it is especially a concern for special districts that have local option levies, as those are compressed before any other levies are compressed.

An example of how compression works is shown below. In the first scenario a house with a real market value of \$200,000 and assessed value of \$190,000 experiences compression while a house with a real market value of \$250,000 and assessed value of \$190,000 does not experience compression.

### 1. Scenario I

Assessed Value (AV) \$190,000	Taxes levied
Real Market Value (RMV) \$200,000	
Actual tax rates:	
General Government taxes (\$12.50 per \$1,000 of AV)	\$2,375
Education taxes (\$6.50 per \$1,000 of AV)	\$1,235
Tax rate limits:	
General Government tax limit (\$10 per \$1,000 of RMV)	\$2,000
Education tax limit (\$5 per \$1,000 of RMV)	\$1,000
Compression General Government (M-5 loss)	\$(375)
Compression Education (M-5 loss)	\$(235)

In this scenario, both the general government and education taxes have to be compressed. In this situation, taxing jurisdictions are scheduled to collect \$610 (\$375 + \$235) over the established taxation limit. To ensure the limit is not exceeded, the actual taxes collected are compressed down to the maximum \$2,000 and \$1,000 limits, and the taxing jurisdictions lose out on \$610 of revenue.

*Revised 12/15/14 w.s.  
per*



If the real market value is higher (i.e. assessed value is a lower percentage of the real market value), compression is less likely to occur. In the scenario below, compression does not occur as the real market value of \$250,000 allows enough capacity to levy the full amount of the taxes for tax rates in excess of the Measure 5 limits. This example is still based on a \$190,000 assessed value.

## 2. Scenario II

Assessed Value (AV) \$190,000

Taxes levied

Real Market Value (RMV) \$250,000

### Actual tax rates:

General Government taxes (\$12.50 per \$1,000 of AV) \$2,375

Education taxes (\$6.50 per \$1,000 of AV) \$1,235

### Tax rate limits

General Government tax limit (\$10 per \$1,000 of RMV) \$2,500

Education tax limit (\$5 per \$1,000 of RMV) \$1,250

Compression General Government (M-5 loss) \$0

Compression Education (M-5 loss) \$0

As shown above, there are two variables to watch when considering compression, the tax rates and the relationship of the RMV to AV of properties. The effect of the recession can be seen in the two scenarios above. The property in these scenarios provides \$3,610 to local taxing jurisdictions when its real market value is \$250,000, however, when that value drops to \$200,000 (similar to what many properties have done throughout the recession), the taxes on the property are compressed down to \$3,000, and the taxing jurisdictions are faced with declining revenues. Also, new local option levies can exacerbate the situation when they are passed, as they increase the tax rates, but not the tax limits.

The only ways to reduce compression are to reduce tax rates, to increase the real market values of properties, or raise the taxing limitations, that would take a state-wide vote. However, there are not that many plan areas around the state are within areas where the total general government tax rate is under \$10 and therefore there is no compression at all. According to data from the Department of Revenue, of the 102 plan areas that received division of tax revenue in 2011-12, 22 suffered no compression loss and another 31 had compression losses of under \$100. For the special levies, out of a state-wide total of 22, 10 had no loss and 5 had losses of under \$100. According to Tom Linhares, Executive Director of the Multnomah County Tax Supervising commission, The City of Portland has 92% of all of the compression losses statewide.

Urban renewal can help eliminate or offset the effects of compression in two ways, by raising the real market values of properties and by encouraging new development. Increasing real market values are dependent on a strong real estate market, which typically follows a strong economy. New development is an obvious benefit to taxing jurisdictions as it provides another source upon which to levy taxes. New development is also beneficial to school districts that are using the construction excise tax. It is the desire of many special districts and urban renewal agencies that the impact of urban renewal help facilitate growth in the community that will increase its economic vitality and both increase the real market values of properties and add new development to the tax rolls.

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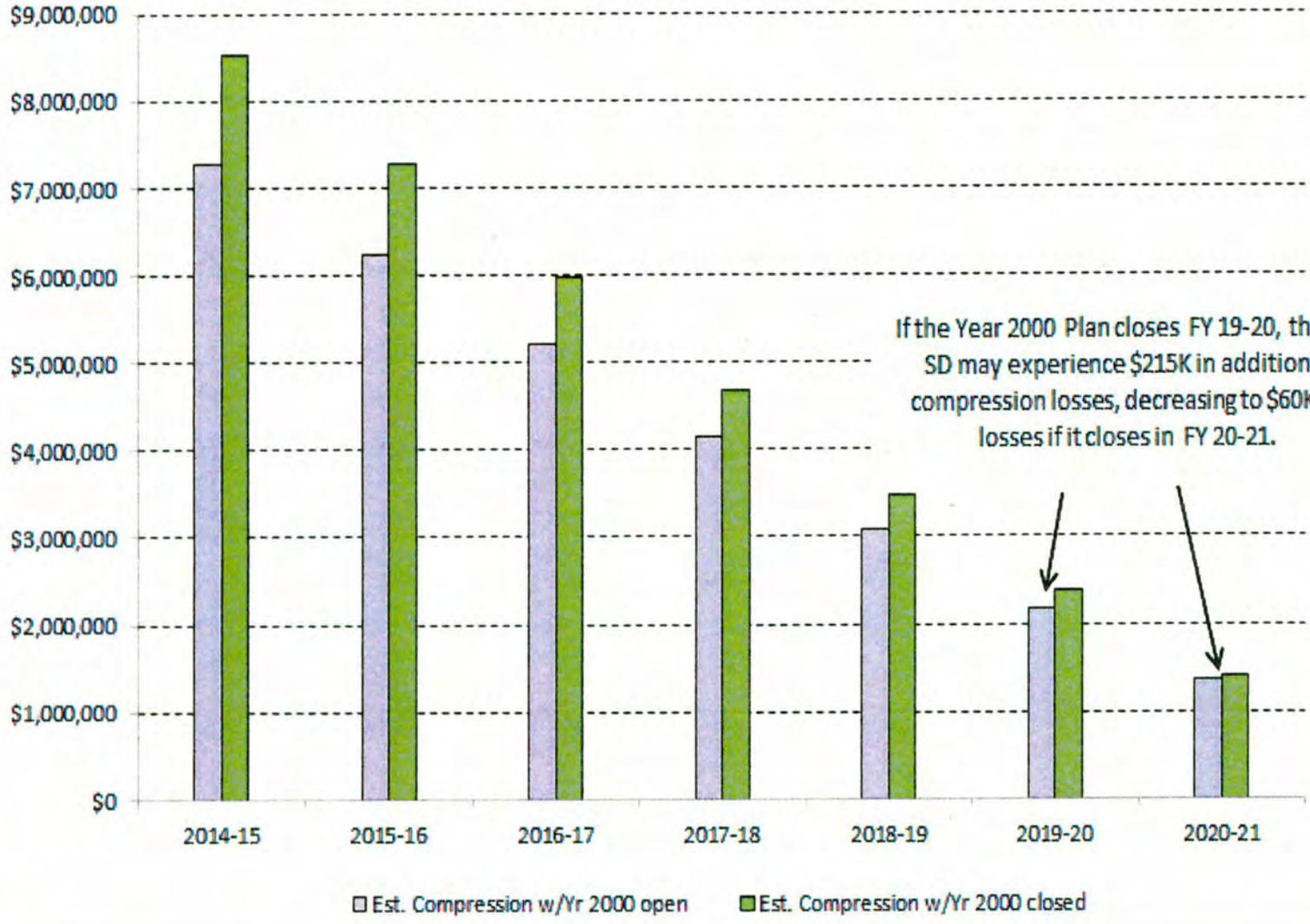
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Lake Oswego, Oregon 97034

## Estimated Compression for West Linn School District



If the Year 2000 Plan closes FY 19-20, the WL SD may experience \$215K in additional compression losses, decreasing to \$60K in losses if it closes in FY 20-21.

Rec'd 12/15/14 W.S.  
 per.



# City of Wilsonville, Oregon

## Comprehensive Annual Financial Report for the Fiscal Year Ended June 30, 2014



**CITY OF WILSONVILLE,  
OREGON**

**COMPREHENSIVE  
ANNUAL  
FINANCIAL  
REPORT**

**FOR THE FISCAL YEAR ENDED JUNE 30, 2014**

Prepared by the Finance Department  
of the City of Wilsonville

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# CITY OF WILSONVILLE, OREGON

## COMPREHENSIVE ANNUAL FINANCIAL REPORT

FISCAL YEAR ENDING JUNE 30, 2014

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## **INTRODUCTORY SECTION**

- **Letter of Transmittal**
- **Certificate of Achievement**
- **List of Officials**
- **City of Wilsonville Organizational Chart**





29799 SW Town Center Loop E  
Wilsonville, Oregon 97070  
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(503) 682-1015 Fax

November 12, 2014

**Mayor Tim Knapp, City Councilors  
and Citizens of the City of Wilsonville, Oregon**

In accordance with ORS 297.425, we are pleased to present the Comprehensive Annual Financial Report (CAFR) of the City of Wilsonville, Oregon (the City) for the fiscal year ended June 30, 2014.

This report presents the financial position of the City as of June 30, 2014 and the results of its operations, and cash flows for its proprietary fund types for the year then ended. The financial statements and supporting schedules have been prepared in accordance with accounting principles generally accepted in the United States of America (GAAP) and meet the requirements of the standards as prescribed by the Secretary of State. We believe the data, as presented, is accurate in all material respects and presented in a manner designed to fairly set forth the financial position and results of operations of the various funds of the City.

The accuracy of the City's financial statements and the completeness and fairness of their presentation is the responsibility of City management. The City maintains a system of internal accounting controls designed to provide a reasonable assurance that assets are safeguarded against loss or unauthorized use and that the financial records can be relied upon to produce financial statements in accordance with Generally Accepted Accounting Principles (GAAP). The concept of reasonable assurance recognizes that the cost of maintaining the system of internal accounting controls should not exceed benefits likely to be derived.

In addition to its annual audit, the City is required to undergo a single audit in conformity with the provisions of the Single Audit Act of 1996 and Amendments and the U.S. Office of Management and Budget Circular A-133, Audits of State and Local Governments. Information related to the single audit, including a schedule of expenditures of federal awards, the independent auditor's report on internal controls and compliance with applicable laws and regulations, and a schedule of findings and questioned costs is included in a separately issued federal grant compliance report.

GAAP requires that management provide a narrative introduction, overview, and analysis to accompany the basic financial statements in the form of a Management's Discussion and Analysis (MD&A). This letter of transmittal is designed to complement the MD&A and should be read in conjunction with it. The City's MD&A is located immediately following the report of the independent auditors, beginning on page 23.

## **PROFILE OF THE GOVERNMENT**

For financial reporting purposes, the City is a primary government. Its governing Council is elected by the citizens in a general election. This report includes all organizations and activities for which the elected officials exercise financial control. The City has one blended component unit governmental entity, the Urban Renewal Agency of the City of Wilsonville. The financial statements of that entity are included in this report. The City interacts or contracts with various other governmental entities, but is not financially accountable for those entities.

The City operates under the Council-Manager form of government. Policy making and legislative authority are vested in the City Council which consists of a Mayor and four Council members. The City Council is responsible for passing ordinances, resolutions, adopting the budget, and hiring the City Manager and City Attorney among other things. The City Manager is responsible for carrying out the policies and ordinances of the Council, managing the day-to-day government operations, and appointing department heads. The Mayor and Council members are non-partisan and serve a four-year term. These terms are staggered with two Council positions elected in November 2014 while the remaining two other Council positions plus the Mayor are up for election in 2016.

The City prepares an annual budget in accordance with the policies and priorities set forth in the City's Comprehensive Plan, City Council Goals, the needs of the community, and federal and state laws. Oregon local budget law is set out in Oregon Revised Statutes 294.305 to 294.565. The City's budget is presented by fund. Budgetary control is at the department level or at the major appropriation category if only one department exists in a fund. Ongoing review and monitoring of revenues and expenditures is performed by the Finance Department and the appropriate operating departments.

## **LOCAL ECONOMY**

The City is located approximately 20 miles south of downtown Portland, Oregon, in western Clackamas County and southeastern Washington County. Under Oregon law, each of the state's cities and metropolitan areas has created an urban growth boundary around its perimeter. The City of Wilsonville is included as part of the Portland metropolitan area's urban growth boundary. The region, while diverse in nature, is particularly strong in the high-tech industry. Timber production and agriculture dominate economic activities outside of the urban area. The Portland area has an international airport and port facilities for ocean going vessels.

The local, regional, and statewide economies continue to remain largely in lockstep with the national economic gains over the past year; inflation has remained stable and unemployment rates have dropped. For the twelve month year over year period ending July 2014, for the Portland-Vancouver-Hillsboro metropolitan area, the U.S. Department of Labor, Bureau of Labor Statistics reported an unemployment rate of 6.3%, down from 7.3% from same period last year (note, the U.S. national unemployment rate was 6.2%, down similarly from 7.3% from same period last year) and that Consumer Price Index for all urban consumers (CPI-U) in the area was up 2.6% versus 2% for the nation.

The Oregon State Office of Economic Analysis (ODE) reports in its quarterly economic analysis published September 2014, a continued cautiously optimistic outlook for the area and state as a whole, based on the accelerated growth of the state's employment over the past year and a half. No doubt a wide variety of complex national and global economic challenges persist but as these two indicators reveal, at least for the time, that the U.S. economic recovery remains intact and is being reflected locally.

The City of Wilsonville has outstanding transportation accessibility and networks linking its citizens to the greater Portland metropolitan area's economic activity. The City is home to its own dynamic, growing, and diversified economy. The City's mix of businesses includes established international and regional employers. In addition, the City has a large base of small businesses, in a wide range of industries.

Wilsonville is home to a number of high-tech businesses and is perfectly situated for warehouse and distribution centers, as the southern gateway entry into the Portland metropolitan area along the Interstate 5 (I-5) corridor. Several large companies have made Wilsonville their corporate headquarters. Among the larger are Mentor Graphics, and Flir Systems, Inc. Three other large companies, SYSCO, Coca-Cola Bottling Co. of the Northwest, and Rite-Aid, have selected Wilsonville for regional warehouse, bottling, and distribution centers, respectively. Stream International Inc. is the largest employer in the City. The City, however, is not dependent upon any one company for economic vitality. Currently, an estimated 16,300 people are employed at locations throughout the City. Table 1 on the next page presents the top ten employers in the City, as of July 2014.

**TABLE 1**  
**TEN LARGEST EMPLOYERS**  
(as of July 2014)

<u>Employer</u>	<u>Product or service</u>	<u>Employees</u>
Stream International Inc	Customer and technical support	1,153
Mentor Graphics Corporation	CAD software systems	964
Xerox Corporation	Copiers and printers	706
Rockwell Collins	Aerospace technology	584
Sysco/Continental Food Service	Warehouse & distribution center	476
Precision Interconnect	Electronic machinery	355
Flir Systems Inc.	Thermal imaging/infrared equipment	331
Coca Cola Bottling Company	Beverage distribution	285
Fred Meyer Grocery	Grocery retail	275
Costco	Wholesale retail	240

*Source: City of Wilsonville, Business Licenses*

Another factor of Wilsonville's economic vitality is that of population growth. Over the past ten years Wilsonville's population growth rate has generally been greater than the State of Oregon's growth rates. The City's population has increased nearly 33% in that time frame. The City is expected to maintain a healthy growth rate for the foreseeable future, as home construction continues in many areas of the City. One of the newer housing developments, known as Villebois, will eventually encompass roughly 480 acres and include 2,600 residential units, retail storefronts, multiple park areas and a primary school. This development is expected to continue to fuel the City's population growth over the next several years. Table 2 presents population growth for the City, Clackamas County, and the State.

**TABLE 2**  
**POPULATION ESTIMATES**  
(at July 1)

<u>Year</u>	<u>City of Wilsonville</u>	<u>Percent Change</u>	<u>Clackamas County</u>	<u>Percent Change</u>	<u>State of Oregon</u>	<u>Percent Change</u>
2004	16,250	2.33%	356,250	0.79%	3,578,895	1.14%
2005	16,510	1.60%	361,300	1.42%	3,626,938	1.34%
2006	16,885	2.27%	367,040	1.59%	3,685,206	1.61%
2007	17,405	3.08%	372,270	1.42%	3,739,359	1.47%
2008	17,940	3.07%	376,660	1.18%	3,784,182	1.20%
2009	18,020	0.45%	379,845	0.85%	3,815,775	0.83%
2010	18,095	0.42%	376,780	-0.81%	3,837,300	0.56%
2011	19,565	8.12%	378,480	0.45%	3,857,625	0.53%
2012	20,515	4.86%	381,680	0.85%	3,883,735	0.68%
2013	21,550	5.05%	386,080	1.15%	3,919,020	0.91%

*Source: Population Research Center at Portland State University. Percent change is relative to the preceding year.*

As a reflection of its desirability as a place to live and work, Wilsonville continues to experience a healthy degree of real estate development. The City anticipates continued residential, commercial, as well as industrial development expansion. This optimism is based on numerous factors. First, the City is strategically located along the south metro I-5 corridor and has in its boundaries some of the last major tracts of vacant land within the southern portion of the urban growth boundary. Second, the City has a sustainable long-term water supply and a multi-barrier water treatment plant. Third, the City recently completed a major upgrade and expansion of its wastewater treatment plant. Fourth, the City places an emphasis on long range planning and preparing for growth. For example, although the City continues to focus attention on improvements and developments in the City's West Side District, it has also

begun planning for the future of 500 acres east of Wilsonville (Frog Pond) for future development. Long range planning is also underway in the City's northwest for the Basalt Creek and Coffee Creek areas. Table 3 charts expanding residential, industrial and commercial construction.

**TABLE 3  
BUILDING PERMITS**

Fiscal Year	Commercial/Industrial Construction		Residential Construction		Total New Construction
	Number of Permits	Value	Number of Permits	Value	
2004-05	226	\$ 25,847,803	342	\$ 40,604,606	\$ 66,452,409
2005-06	243	39,317,960	214	45,687,205	85,005,165
2006-07	232	16,041,835	116	49,771,592	65,813,427
2007-08	210	41,083,420	127	22,466,225	63,549,645
2008-09	265	20,681,082	45	12,692,759	33,373,841
2009-10	179	20,455,409	47	8,346,418	28,801,827
2010-11	322	60,461,916	63	9,300,787	69,762,703
2011-12	230	33,060,819	119	46,563,447	79,624,266
2012-13	275	34,609,695	180	60,817,484	95,427,179
2013-14	79	8,949,456	57	11,166,176	20,115,632

*Source: Building Department, City of Wilsonville.*

Property taxes comprise about 25% of the City's combined General Fund and Special Revenue Funds' operating revenues. As a percent, this is lower than most other cities in the region. In 1996, the Oregon voters separated assessed value from real market value. Property taxes are based upon assessed values. The tax measure limits assessed value growth to 3% per year and froze the operating tax rate at \$2.5206 per \$1,000. As such, economic growth of the community is best measured by the real market value.

The City has faced the same real estate market instability as has much of the nation over the past several years, but has seen a rebound in fiscal year end 2014. This improvement in Wilsonville appears to be due to the City being primed for development and it continues to be a desirable regional location to live and work. Longer term historical trends add perspective and highlight the fact that the City has a longer history of rising real market values. Development and new construction starts, as noted above, further highlight the desirability of living in the City of Wilsonville. The growth rate of the City compared to Clackamas County with respect to market values is shown in Table 4 on the following page.

**TABLE 4**  
**REAL MARKET VALUES**  
(in millions)

Year	City of Wilsonville		Clackamas County	
	Real Market	Percent Change	Real Market	Percent Change
2004-05	\$ 2,320	7.0%	\$ 36,894	7.8%
2005-06	2,602	12.2	41,229	11.7
2006-07	2,959	13.7	48,638	18.0
2007-08	3,426	15.8	57,193	17.6
2008-09	3,741	9.2	60,008	4.9
2009-10	3,558	(4.9)	54,458	(9.3)
2010-11	3,121	(12.3)	48,904	(10.2)
2011-12	2,905	(6.9)	45,749	(6.5)
2012-13	2,918	0.4	44,030	(3.8)
2013-14	3,081	5.6	45,905	4.3

*Source: Clackamas and Washington County Assessors' Office*

For the year ahead, many national economists predict a continuing but slow economic growth. The City of Wilsonville expects to continue on a solid financial path by observing the guiding principles of vision, planning, community partnership, and financial stewardship. The City Council recently adopted an Economic Development Strategy that provides the framework and vision for future economic growth in the City. The plan was developed and vetted by an ad hoc Economic Development Strategy Task Force comprised from the business community, residents, City boards, Wilsonville Chamber of Commerce, West-Linn Wilsonville School District, Oregon Institute of Technology, Clackamas County Community College, and The Tualatin Valley Fire District. These proactive, strategic actions, along with continued financial stewardship, will position the City for future growth and development.

### **LONG-TERM FINANCIAL PLANNING AND MAJOR INITIATIVES**

As with any growing community, the City will continue to have an ongoing need for new or expanded streets, sewer systems, transportation alternatives, public safety measures, and cultural and recreation opportunities. Service levels are set and planned for in a manner in which costs are not allowed to exceed revenue. The City actively engages in long-term financial planning through its yearly budgetary process, the creation of master plans for certain services (Transportation, Water, Sewer, Stormwater, etc.) and through the maintenance of a long-range plan.

Major financial decisions are made in the context of this long-range plan. The long range plan has two components; a five year financial forecast for each operating fund and five year forecast of capital project needs. The goal of the operating fund forecast is to assess the City's ability over the next five years to continue to effectively provide current service levels based on projected growth, meet goals set by Council, preserve the City's long-term fiscal health, and to ensure financial reserve levels specified in the financial policies are maintained. Capital project needs are based upon master plans, development agreements, input from applicable Commissions and Committees and Council directed improvements. The forecast serves as a tool to identify financial trends, potential shortfalls, and arising issues so the City can proactively address them.

One of the City's largest capital improvement projects, the wastewater treatment plant upgrade and expansion, was completed in the past fiscal year. The \$43.8 million project began in 2012 and was dedicated to the public April 24, 2014. The City contracted out for the design, build, and operation of the plant for the next 15 years. The construction was financed through the issuance of full faith and credit revenue bonds to be repaid from sewer user revenues, with final maturity in December 2031. The plant has been rebuilt and upgraded to include modern wastewater treatment technology, a new odor control system, stronger environmental protections, and increased capacity from 2.5 million gallons a day to 4 million gallons a day to accommodate Wilsonville's continued growth. Critical infrastructure is a key component of the City's economic development strategy.

## AWARDS AND ACKNOWLEDGEMENTS

The Government Finance Officers Association of the United States and Canada (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to the City of Wilsonville for its comprehensive annual financial report (CAFR) for the fiscal year ended June 30, 2013. The Certificate of Achievement is a prestigious national award-recognizing conformance with the highest standards for preparation of a state and local government financial report. This was the 17<sup>th</sup> consecutive year that the City has achieved this prestigious award.

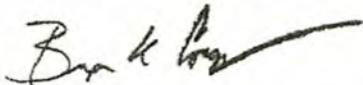
In order to be awarded a Certificate of Achievement, a government unit must publish an easily readable and efficiently organized comprehensive annual financial report whose contents conform to program standards. The CAFR must satisfy both GAAP and applicable legal requirements.

A Certificate of Achievement is valid for a period of one year only. We believe our current report continues to conform to the Certificate of Achievement program requirements and we are submitting it to GFOA to determine its eligibility for another certificate.

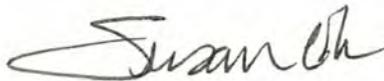
The preparation of the Comprehensive Annual Financial Report was a combined effort of the dedicated staff in the Finance Department. Each member of the department has our sincere appreciation for the contributions made in the preparation of this report. We also acknowledge the efforts of other departments who provided information that helped to make the report far more than a presentation of financial statements.

In closing, we acknowledge the City Council of the City of Wilsonville for their continued support and leadership.

Sincerely,



Bryan Cosgrove  
City Manager



Susan Cole  
Finance Director



Government Finance Officers Association

**Certificate of  
Achievement  
for Excellence  
in Financial  
Reporting**

Presented to

**City of Wilsonville  
Oregon**

For its Comprehensive Annual  
Financial Report  
for the Fiscal Year Ended

**June 30, 2013**

Executive Director/CEO

**CITY OF WILSONVILLE,  
OREGON**

*June 30, 2014*

**ELECTED OFFICIALS**

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>Term Expires</u></b>
Tim Knapp	Mayor	December 31, 2016
Scott Starr	Council President	December 31, 2014
Julie Fitzgerald	Councilor	December 31, 2016
Richard Goddard	Councilor	December 31, 2014
Susie Stevens	Councilor	December 31, 2016

**Principal Officials**

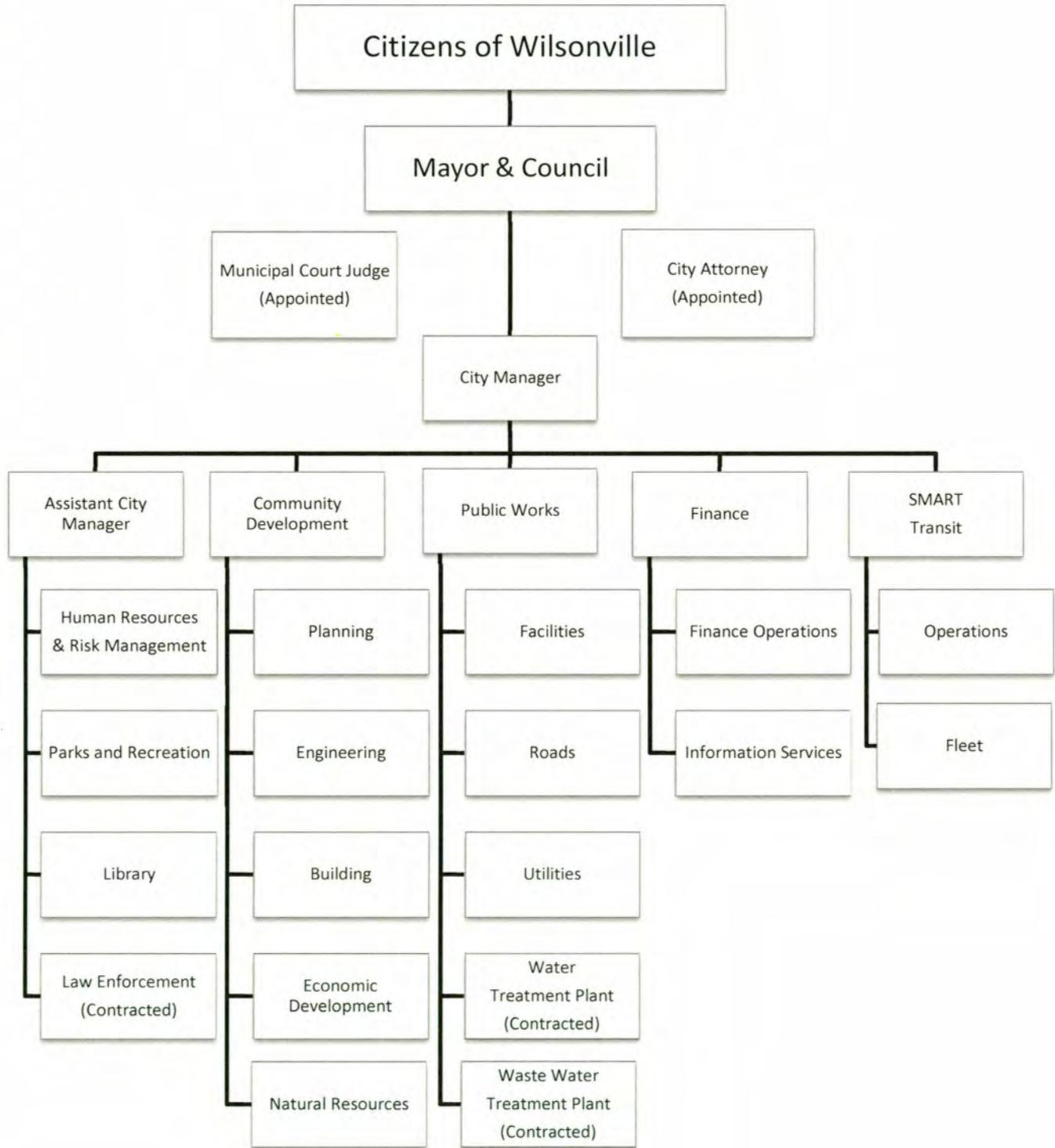
Bryan Cosgrove	City Manager
Michael E. Kohlhoff	City Attorney
Susan Cole	Finance Director
Sandra C. King	City Recorder

**Mailing Address**

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

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

**CITY OF WILSONVILLE, OREGON**  
Organizational Chart



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## **FINANCIAL SECTION**

- **Independent Auditor's Report**
- **Management's Discussion and Analysis**
- **Basic Financial Statements**
- **Required Supplementary Information**
- **Other Supplementary Information**
- **Budgetary Comparisons**
- **Other Financial Schedules**





## GROVE, MUELLER & SWANK, P.C.

CERTIFIED PUBLIC ACCOUNTANTS AND CONSULTANTS  
475 Cottage Street NE, Suite 200, Salem, Oregon 97301  
(503) 581-7788

### *INDEPENDENT AUDITOR'S REPORT*

Honorable Mayor, Members of the City Council, and the City Manager  
City of Wilsonville  
29799 SW Town Center Loop East  
Wilsonville, Oregon 97070

#### *Report on the Financial Statements*

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 Wilsonville, Oregon as of and for the year ended June 30, 2014, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

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

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

#### *Auditor's Responsibility*

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

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

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

#### *Opinions*

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Wilsonville, Oregon as of June 30, 2014, 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.

#### *Other Matters*

##### *Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis (MD&A) (pages 23 through 32), and the budgetary comparison information (pages 77 through 80) be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial

statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the MD&A 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 comparison 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 the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the budgetary comparison information is fairly stated in all material respects in relation to the basic financial statements as a whole.

*Other Supplementary Information*

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

The other 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 and the schedule of expenditures of federal awards are fairly stated in all material respects in relation to the basic financial statements as a whole.

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

***Other Reporting Required by Government Auditing Standards and Other Legal and Regulatory Requirements***

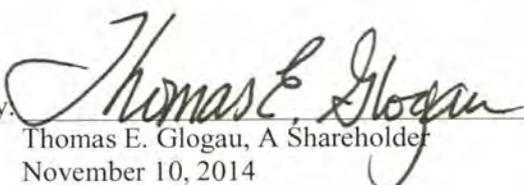
*Reporting Required by Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated November 10, 2014, on our consideration of the City of City of Wilsonville's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering City of City of Wilsonville's internal control over financial reporting and compliance.

*Report on Other Legal and Regulatory Requirements*

In accordance with Minimum Standards for Audits of Oregon Municipal Corporations, we have issued our report dated November 10, 2014, 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 the results of that testing and not to provide an opinion on compliance.

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

By:   
Thomas E. Glogau, A Shareholder  
November 10, 2014

**CITY OF WILSONVILLE, OREGON**  
**Management's Discussion and Analysis**  
*For the Year Ended June 30, 2014*

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As management of The City of Wilsonville, we offer readers of the City's financial statements this narrative overview and analysis of the financial activities of the City of Wilsonville for the fiscal year ended June 30, 2014. We encourage readers to consider this information presented here in conjunction with the additional information that we have furnished in our letter of transmittal, which can be found on pages 9-14 of this report.

### **FINANCIAL HIGHLIGHTS**

- The City's assets and deferred outflows of resources exceeded its liabilities by \$337.9 million (net position). Of this amount, \$45.7 million represents unrestricted net position, which may be used to meet the City's obligations to citizens and creditors.
- The City's net position increased \$11.2 million in governmental activities and \$8.5 million in business type activities for a total increase of \$19.7 million.
- The City's total debt outstanding decreased \$7.7 million or 8.3% during the current fiscal year. No additional long-term debt was acquired during the fiscal year.
- For its governmental activities, the City received \$20.8 million in tax revenue, up approximately \$1.0 million (or 5%) over the prior year. General purpose property taxes increased \$.3 million while property taxes for debt service increased \$.4 million. Other tax revenue increased \$.3 million.
- For its business-type activities, the City recognized \$24.4 million in total revenue including \$15.8 million in charges for services (up 8.2% over prior year) and \$8.3 million in capital contributions (a 5.9% decrease from prior year).
- At the close of the current fiscal year, the City's governmental funds report a combined fund balance of \$47.2 million, a \$2.5 million increase over the prior fiscal year. Of the total fund balance reported, \$42.8 million is considered nonspendable, restricted, committed or assigned. The remaining \$4.4 million is available for spending at the government's discretion.

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

This discussion and analysis are intended to serve as an introduction to the City of Wilsonville's basic financial statements. The City of Wilsonville'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. This report also contains required supplementary information, combining statements and budgetary schedules which follow the financial section. Additionally, there are a variety of statistical tables and special reports from our independent certified public accountants as required by Oregon law.

**Government-wide Financial Statements (full accrual).** The *government-wide financial statements* are designed to provide readers with a broad overview of the City of Wilsonville's finances, in a manner similar to a private-sector business.

The *statement of net position* presents information on all of the City of Wilsonville's assets, liabilities, and deferred inflows/outflows, with the difference 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 City of Wilsonville is improving or deteriorating.

The *statement of activities* presents information showing how the City of Wilsonville's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., uncollected taxes and earned but unused vacation leave).

Both of these government-wide financial statements distinguish functions of the City of Wilsonville that are principally supported by taxes and intergovernmental revenues (governmental activities) from other functions that are intended

**CITY OF WILSONVILLE, OREGON**  
**Management's Discussion and Analysis**  
*For the Year Ended June 30, 2014*

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to recover all or a significant portion of their costs through user fees and charges (business-type activities). The governmental activities of the City of Wilsonville include general government, public safety, transportation, public works, culture and recreation, and community development. The business-type activities of the City of Wilsonville include sewer, water, stormwater, and street lighting.

The government-wide financial statements include not only the City of Wilsonville itself (known as the primary government), but also a legal separate urban renewal agency. The urban renewal agency, although legally separate, functions for all practical purposes as a department of the City of Wilsonville, and therefore has been included as an integral part of the primary government.

The government-wide financial statements can be found on pages 35-37 of this report.

**Fund Financial Statements.** A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The City of Wilsonville, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the City of Wilsonville can be divided into two 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 are reported using an accounting method called modified accrual, which focuses on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the year. The government funds statements provide a detailed short-term view to cash, the governmental fund operations and the basic services it provides. These statements may be useful in assessing a government's near-term financing requirements. Both the governmental funds balance sheet and the governmental funds statement of revenues, expenditures, and changes in fund balances provide a reconciliation to describe the relationship (or differences) between governmental activities (reported in the government-wide Statement of Net Position and the Statement of Activities) and that which is reported in the governmental funds.

The City maintains 16 individual governmental funds as of June 30, 2014, including those of the urban renewal component unit. Five of these funds (General Fund, Community Development Fund, Transit Fund, Urban Renewal Year 2000 Plan Debt Service Fund and Urban Renewal Year West Side Plan Debt Service Fund) are considered to be major funds and reported separately in the statement of revenues, expenditures, and changes in fund balances. The remaining 11 governmental funds are aggregated into a single column presentation. Individual fund data for each of the non-major funds is provided in the combining statements elsewhere in this report. The City adopts an annual budget for all its funds. Budgetary comparisons schedules are provided to demonstrate compliance with the budget.

**Proprietary funds.** The City of Wilsonville maintains two different types of business activity funds – enterprise funds and an internal service fund. Enterprise funds are used to report the same functions presented as business-type activities in the government-wide financial statements. The City's enterprise funds charge fees to customers to help cover the costs of certain services provided. The City's water, sewer, stormwater and street lighting systems are reported as enterprise funds. The City's Fleet Fund is reported as an internal service fund, in which the principal operating revenues are from other organizational units within the City.

**Notes to the financial statements.** The notes provide additional information that is essential to the full understanding of the City's financial statements. The notes begin on page 51.

**CITY OF WILSONVILLE, OREGON**  
**Management's Discussion and Analysis**  
*For the Year Ended June 30, 2014*

**Government-wide Overall Financial Analysis**

Net position serves as a useful indicator of a government's financial position especially when viewed over multiple periods of time. In the case of the City, assets exceed liabilities by \$337.9 million at the close of the most recent fiscal year. This represents a \$19.7 million increase over the prior fiscal year. The following table reflects a summary of Net Position compared to the prior fiscal year.

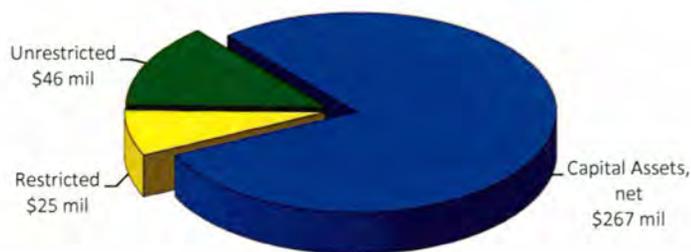
**TABLE 1 - NET POSITION - AS OF JUNE 30**  
(in millions)

	Governmental Activities		Business-type Activities		Total Primary Government	
	2014	2013	2014	2013	2014	2013
<b>Assets</b>						
Current and other assets	\$ 52.2	\$ 49.9	\$ 29.7	\$ 39.0	\$ 81.9	\$ 88.9
Capital assets	213.7	208.9	133.8	121.5	347.5	330.4
<b>Total assets</b>	<b>265.9</b>	<b>258.8</b>	<b>163.5</b>	<b>160.5</b>	<b>429.4</b>	<b>419.3</b>
<b>Deferred Outflows of Resources</b>						
Deferred charge on refunding	-	-	0.4	0.5	0.4	0.5
<b>Liabilities</b>						
Other liabilities	3.2	3.4	2.7	4.6	5.9	8.0
Noncurrent liabilities	36.2	40.2	49.7	53.4	85.9	93.6
<b>Total liabilities</b>	<b>39.4</b>	<b>43.6</b>	<b>52.4</b>	<b>58.0</b>	<b>91.8</b>	<b>101.6</b>
<b>Net position</b>						
Net investment in capital assets	182.6	172.0	84.5	72.6	267.1	244.6
Restricted	16.0	16.2	9.1	11.7	25.1	27.9
Unrestricted	27.9	27.0	17.8	18.7	45.7	45.7
<b>Total net position</b>	<b>\$ 226.5</b>	<b>\$ 215.2</b>	<b>\$ 111.4</b>	<b>\$ 103.0</b>	<b>\$ 337.9</b>	<b>\$ 318.2</b>

The increase in net position is attributed to contributions from developers for infrastructure (water, sewer, stormwater and streets), system development charges and to a lesser extent operations. The overall increase is \$5.0 million less than the prior years' growth of \$24.7 million.

The City's total net position of \$337.9 million consists of three parts. The largest portion of the City's net position, at \$267 million (or 79%), is invested in capital assets (e.g. land, building, equipment and streets) and reported net of related outstanding debt. The City uses these capital assets to provide services to its citizens; thus, they do not represent resources available for future spending. Restricted net position totals \$25.1 million (or 7%) and represents cash and investments that are legally restricted for capital expansion or debt service. Finally, the remaining \$45.7 million (or 14%) is unrestricted meaning it is available for meeting the City's ongoing obligations. The following chart displays the three components of net position as of June 30, 2014.

**CHART 1**  
**CITY OF WILSONVILLE – NET POSITION FOR FISCAL YEARS ENDING JUNE 30, 2014**  
(in millions)



**CITY OF WILSONVILLE, OREGON**  
**Management's Discussion and Analysis**  
*For the Year Ended June 30, 2014*

**Statement of Activities**

As indicated in Table 2 below, total net position of the City increased by \$19.7 million, or 6.2% more than the prior year net position balance. Descriptions of significant activities follow the table below.

**TABLE 2**  
**STATEMENTS OF ACTIVITIES**  
**FOR FISCAL YEARS ENDING JUNE 30**  
(in millions)

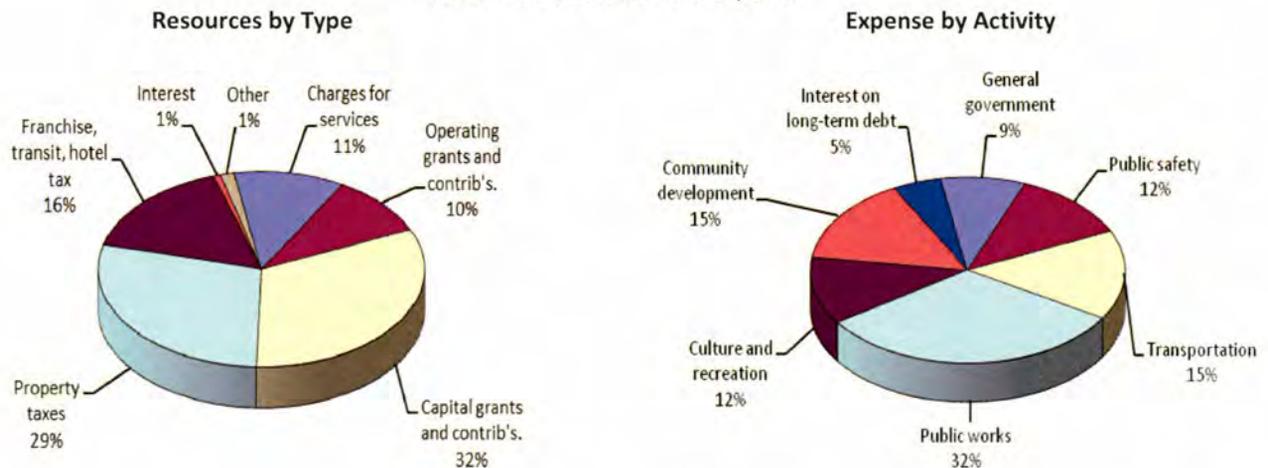
	<u>Governmental Activities</u>		<u>Business-type Activities</u>		<u>Total Primary Government</u>	
	<u>2014</u>	<u>2013</u>	<u>2014</u>	<u>2013</u>	<u>2014</u>	<u>2013</u>
<b>Revenues</b>						
Program revenues:						
Charges for services	\$ 5.4	\$ 4.9	\$ 15.8	\$ 14.6	\$ 21.2	\$ 19.5
Operating grants and contributions	2.6	4.5	-	-	2.6	4.5
Capital grants and contributions	15.5	14.3	8.3	8.8	23.8	23.1
General revenues:						
Property taxes	13.3	12.7	-	-	13.3	12.7
Franchise, transit, hotel tax	7.5	7.2	-	-	7.5	7.2
Interest	0.3	0.3	0.2	0.2	0.5	0.5
Other	0.5	0.6	0.1	0.1	0.6	0.7
<b>Total revenues</b>	<u>45.1</u>	<u>44.5</u>	<u>24.4</u>	<u>23.7</u>	<u>69.5</u>	<u>68.2</u>
<b>Expenses</b>						
Governmental activities:						
General government	2.8	2.7	-	-	2.8	2.7
Public safety	3.9	3.8	-	-	3.9	3.8
Transportation	5.0	5.0	-	-	5.0	5.0
Public works	10.2	8.6	-	-	10.2	8.6
Culture and recreation	3.8	3.7	-	-	3.8	3.7
Community development	4.7	4.8	-	-	4.7	4.8
Interest on long-term debt	1.6	1.7	-	-	1.6	1.7
Business-type activities:						
Water	-	-	9.2	6.0	9.2	6.0
Sewer	-	-	5.4	5.1	5.4	5.1
Stormwater	-	-	2.9	1.8	2.9	1.8
Street lighting	-	-	0.3	0.3	0.3	0.3
<b>Total expenses</b>	<u>32.0</u>	<u>30.3</u>	<u>17.8</u>	<u>13.2</u>	<u>49.8</u>	<u>43.5</u>
Increase in net position before transfers	13.1	14.2	6.6	10.5	19.7	24.7
Transfers	(1.8)	(0.2)	1.8	0.2	-	-
<b>Increase in net position</b>	<u>11.3</u>	<u>14.0</u>	<u>8.4</u>	<u>10.7</u>	<u>19.7</u>	<u>24.7</u>
<b>Beginning net position</b>	<u>215.2</u>	<u>201.2</u>	<u>103.0</u>	<u>92.3</u>	<u>318.2</u>	<u>293.5</u>
<b>Ending net position</b>	<u>\$ 226.5</u>	<u>\$ 215.2</u>	<u>\$ 111.4</u>	<u>\$ 103.0</u>	<u>\$ 337.9</u>	<u>\$ 318.2</u>

**CITY OF WILSONVILLE, OREGON**  
**Management's Discussion and Analysis**  
*For the Year Ended June 30, 2014*

**Governmental activities** – The net position for governmental activities increased \$11.3 million from the prior year. This increase arises from cash contributions from developers for future infrastructure costs; infrastructure improvements constructed by developers and then turned over to the City, and revenues that exceed program expenses. Financial highlights from governmental activities for the year include:

- Charges for services - increased 10.1% (\$0.5 million) over prior year, in large part the result of increased engineering, planning, and building inspection revenue in the Community Development program.
- Capital grants and contributions - increased 7.8% (\$1.2 million) over prior year due largely to developer contributions up \$2.1 million as recognized in the Public Works program, offset by a decline in other capital grants.
- Operating grants and contributions – decreased 41.1% (\$1.9 million), the result of a one-time transportation related operating grant recognized in the prior year.
- General revenues – increased 4.3% (\$0.7 million) over prior year, driven by increases in tax revenue due to increases in assessed values, an improving economy, and new construction.
- Total governmental activity expense - increased \$1.8 million or 4.1% in the current year largely due from inflationary increases in the costs to provide services.

**CHART 2**  
**GOVERNMENTAL ACTIVITIES REVENUES AND EXPENSES**  
**FOR FISCAL YEAR ENDING JUNE 30, 2014**

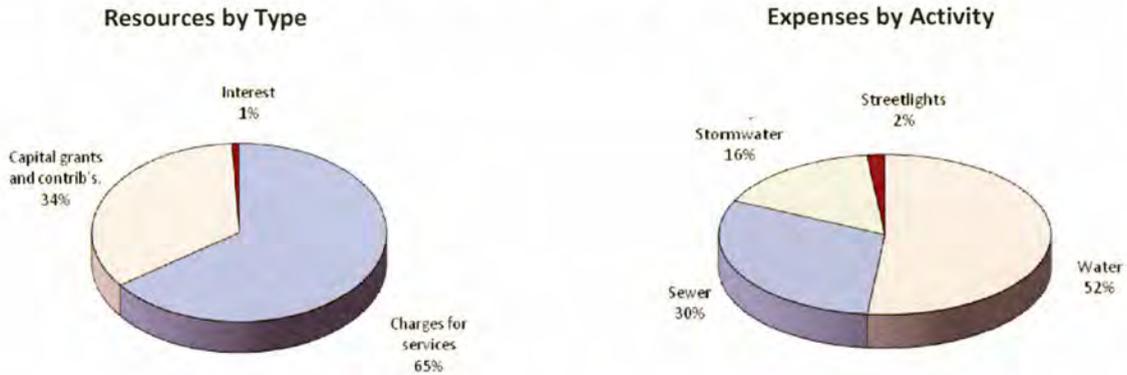


*\*Public safety includes law enforcement and municipal court. The City does not provide fire service.*

**Business-type activities** – Business-type activities generated an \$8.4 million increase to the City's total net position. This increase is, however, down 21% (or \$2.3 million) from last year's gain. The total gain, though smaller than last year's, is primarily the result of the Sewer Fund.

- The Sewer Fund's net position increased \$8.3 million, up 138% over prior year (or \$4.8 million) due in part to the third in a series of three rate increases approved by Council going into effect. The rate increases were approved prior to the bond issuance for the Wastewater Treatment and Rehabilitation Project and will primarily be used for debt service payments. Operating revenue increased 16.7% (or \$1.0 million) and capital contributions increased 223% (or \$4.4 million) both mitigated by a smaller increase (13% or \$0.5 million) in operating expense.
- The Water Fund's net position decreased a total of \$0.3 million due in part to a reimbursement operating cost to the City of Sherwood for their portion of a joint water pipe. Also capital contributions received decreased 55% or \$2.6 million from prior year.
- The Stormwater Fund's net position increased \$0.1 million and the Street Lighting Fund increased \$0.3 million.

CHART 3  
BUSINESS-TYPE ACTIVITIES REVENUES AND EXPENSES  
FOR FISCAL YEAR ENDING JUNE 30, 2014



## FUND FINANCIAL ANALYSIS

### Governmental Funds

The focus of the City's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the City financing requirements. Fund balance may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

As of the close of the current fiscal year, the City's governmental funds reported combined ending fund balances of \$47.2 million, increase of \$2.5 million over the prior year. Approximately, 9.3% (\$4.4 million) of the ending fund balance constitutes unassigned fund balance, with remaining amounts either assigned (\$18.4 million), committed (\$5.9 million), restricted (\$18.1 million), or in a non-spendable form (\$.3 million). Assigned amounts are intended for specific purposes as expressed by the City. Restricted amounts are constrained to specific purposes by their providers (such as grantors, bondholders, and higher levels of government), while committed amounts are constrained to specific purposes by the City itself. The City's five major government funds are analyzed below.

The General Fund is the chief operating fund for the City. At the end of the current year, unassigned fund balance of the general fund was \$4.4 million, while total fund balance reached \$14.9 million. Total fund balance increased \$.1 million during the fiscal year, compared to a \$.8 million increase in the prior year. While both operating revenues and operating expenses were up incrementally in the current year, 3.31% and 2.78% respectively, transfers out, including a one-time General Fund funded capital improvement projects, increased 171% (or \$.7 million).

The Community Development Fund accounts for building inspection, planning and engineering services. License and permit revenues increased \$.2 million. Overall, the Community Development's fund balance increased over \$.7 million, ending with a fund balance of \$5.0 million.

The Transit Fund records the activity of the City's bus system and transportation alternatives programs. The primary resource is a payroll tax on local business which provided revenues of \$4.3 million, up 9% (or \$.4 million) from prior year taxes. Operating expenses were up roughly 9% as well (or \$.5 million). The ending fund balance closed the year at \$2.5 million, down only \$23,878 from prior year.

The Year 2000 Debt Service Fund accounts for the debt service of Year 2000's Urban Renewal District. The primary revenue source is from the incremental property revenue generated within the district and provided \$4.2 million dollars in revenue. The ending fund balance of \$3.4 million will be used for the repayment of future debt.

**CITY OF WILSONVILLE, OREGON**  
**Management's Discussion and Analysis**  
*For the Year Ended June 30, 2014*

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The Westside Debt Service Fund accounts for the debt service of the Westside's Urban Renewal District. The primary revenue source is from the incremental property revenue generated within the district and provided \$3.4 million dollars in revenue. The ending fund balance of \$3.6 million will be used for the repayment of future debt.

***Proprietary Funds***

The Water Fund experienced a 1% (\$41,407) decrease in operating revenue from prior year. This reduction is attributable to an unseasonably hot spring in fiscal year 2013 which corresponded to higher usage. Fiscal year 2014 saw a more mild spring and summer with a corresponding drop in water irrigation compared to the prior year. Water rates have remained flat since the last rate increase went into effect in November 2011, although a revenue neutral rate adjustment went into effect January 2015 which reapportioned rates between customer classes. Single family residential customers are subject to a base charge plus a two tiered volume usage structure (summer and winter). Commercial, industrial, multi-family, and irrigation rates are determined by meter size plus simple volume charge. The ending fund balance closed the year at \$45.8 million, down \$270,100 from prior year.

The Sewer Fund bases its charges on water consumption for commercial, industrial and multifamily customers and winter average usage for residential customers. Operating revenues have increased over 17% (\$1.0 million) from last fiscal year due largely to rate increases of 12% on January 2013 and 10% on January 2014. The rate increases provide the revenues to pay for wastewater treatment plant improvements debt service and operating costs. The ending fund balance closed the year at \$40.3 million, up \$8.3 million from prior year largely the result of both increased operating revenue as well as capital contributions which were up \$4.4 million.

The Stormwater Fund ended the year with a \$118,438 increase in net position. This is due largely from capital contributions from developers as net operating revenues were only sufficient to cover operating and capital related expenditures. A rate study update has been completed to ensure appropriate rates are set to meet the operational needs of the operating fund. The rate study will be presented to Council sometime in 2014-15 for approval.

**GENERAL FUND BUDGETARY HIGHLIGHTS**

The budgetary statement for the General Fund, page 77, shows the original budget, final budget, actual revenues, expenditures and transfers in and out for the fiscal year ended June 30, 2014. Three budgetary adjustments were approved by Council during the fiscal year. Inter-fund transfers out was increased \$434,536 and material and services budget line items increased \$66,000. The increases in expenditures were partially offset by increases in revenues. Specifically, inter-fund transfers for capital project overhead increased \$57,944 and additional grant receipts in the amount of \$25,000. The difference between expenses and revenues were funded through contingency.

**CAPITAL ASSETS AND DEBT ADMINISTRATION**

***Capital Assets***

Capital assets comprise 81% of all City assets. Of that total, infrastructure is the largest component of both governmental and business-type activities. Infrastructure includes road improvements, sidewalks, stormwater systems, sewer lines, and water lines. Within governmental activities, the second largest component is land for buildings, parks, and roadways. Within business-type activities, the second largest component is for water treatment and wastewater treatment plants. Additional information about the City's capital assets and depreciation can be found in the Notes on pages 62-63.

**CITY OF WILSONVILLE, OREGON**  
**Management's Discussion and Analysis**  
*For the Year Ended June 30, 2014*

**TABLE 3 – CAPITAL ASSETS NET OF DEPRECIATION, AT FISCAL YEARS-END JUNE 30**  
(in millions)

	Governmental Activities		Business-type Activities		Total Primary Government	
	2014	2013	2014	2013	2014	2013
Land	\$ 86.0	\$ 78.3	\$ 1.8	\$ 1.8	\$ 87.8	\$ 80.1
Intangibles	3.9	2.1	3.8	2.3	7.7	4.4
Buildings and improvements	20.0	20.6	31.7	21.6	51.7	42.2
Land improvements	7.5	6.8	26.2	0.3	33.7	7.1
Machinery and equipment	3.0	2.8	8.1	0.8	11.1	3.6
Infrastructure	89.6	92.0	61.4	58.0	151.0	150.0
Construction in progress	3.7	6.3	0.8	36.8	4.5	43.1
<b>Total</b>	<b>\$ 213.7</b>	<b>\$ 208.9</b>	<b>\$ 133.8</b>	<b>\$ 121.6</b>	<b>\$ 347.5</b>	<b>\$ 330.5</b>

Significant capital asset additions for governmental and business-type activities for the current fiscal year include:

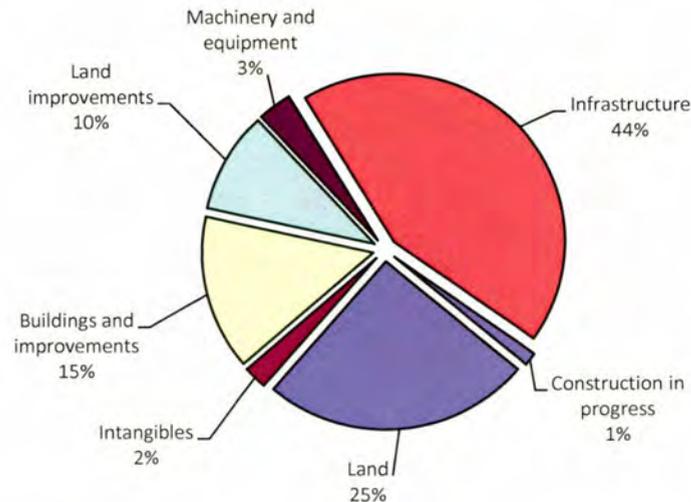
**Governmental activities**

- Various contributed land, easements, sidewalks and road improvements \$10.5 million
- Memorial Park parking lot rebuild, \$1.1 million
- Grahams Ferry Road improvements, \$705 thousand
- BPA Shield Wires, \$ 145 thousand

**Business-type activities**

- Wastewater Treatment Plant, \$44.2 million
- Morey's Landing slope stabilization, \$1.1 million
- Kinsman Water transmission phase 2, \$1.6 million
- Autumn Park sewer line replacement, \$476 thousand

**CHART 4 - CAPITAL ASSETS – TOTAL**  
**AS OF JUNE 30, 2014**



**CITY OF WILSONVILLE, OREGON**  
**Management's Discussion and Analysis**  
*For the Year Ended June 30, 2014*

**DEBT OUTSTANDING**

At year-end, the City had \$84.1 million in debt outstanding compared to \$91.7 million in the prior year. Of this balance, \$6.7 million is due on amortizing debt within one year. Additional information can be found in the Notes on pages 64-69.

**TABLE 4 - OUTSTANDING DEBT AT FISCAL YEARS-END**  
(in millions)

	Governmental Activities		Business-type Activities		Total Primary Government	
	2014	2013	2014	2013	2014	2013
Full faith and credit bonds:						
General obligation bonds	\$ 0.7	\$ 1.0	\$ -	\$ -	\$ 0.7	\$ 1.0
Revenue backed	-	-	42.7	45.4	42.7	45.4
Tax increment bonds	34.9	38.6	-	-	34.9	38.6
Revenue debt:						
Revenue bonds	-	-	5.8	6.7	5.8	6.7
<b>Total</b>	<b>\$ 35.6</b>	<b>\$ 39.6</b>	<b>\$ 48.5</b>	<b>\$ 52.1</b>	<b>\$ 84.1</b>	<b>\$ 91.7</b>

During the fiscal year ended June 30, 2014 all scheduled debt payments were met. Governmental activities outstanding debt decreased by \$4.0 million during the current fiscal year due to annual principal payments. Business-type activities outstanding debt decreased \$3.6 million during the current fiscal year due to annual principal payments.

Moody's Investors Service, Inc. has rated the City's general obligation debt at Aa2 and water revenue bond at Aa3. Both of these ratings reflect the new Global Rating Scale. The tax increment debt is privately placed and has not been rated. Under Oregon Revised Statutes, general obligation debt issues are limited to 3% of the real market value of all taxable property within the City's boundaries. The \$.7 million in general obligation debt applicable to this limit is well below the \$82.7 million limitation.

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

The 2014-15 Budget, including ending fund balances of \$53,364,472 and inter-fund transfers of \$17,843,440 was approved by the City Council on June 2, 2014 in the total amount of \$122,496,664. The City has an operating budget of \$35,319,653 and a capital projects budget of \$10,125,699. As reflected in the relatively large capital project's budget, the City is growing and is dedicated to investing in its infrastructure. The operating budget is allocated across six City program areas: Public Works, Transportation, Policy and Administration, Community Development, Public Safety, and Community Services. It places a priority on existing programs to insure that the City is able to maintain high quality, timely, and efficient products, processes, and services. The following economic factors were considered in developing the 2014-15 fiscal year budget.

Property taxes are a prime resource for the General Fund and the assessed value upon which these taxes are based are permitted to increase by 3% per year. In May 1997, voters approved Measure 50 which separated real market value from assessed value, rolled back assessed values to 90% of 1995-96 values and limited future increases of taxable assessed values to 3%. Measure 50's rolled back assessed values remain lower than the real market value, resulting in stable revenue stream for the City.

Post Measure 50, property tax rates assigned to governments are now fixed and not subject to change. The City's permanent tax rate is \$2.5206 per \$1,000 of assessed valuation without any outstanding local initiatives. Taxes from the permanent rate are recorded in the General Fund a discretionary revenues to support General Fund programs such as Public Safety, Library, and Parks and Recreation. A debt service levy is collected for outstanding general obligation bonds.

The State of Oregon does not have a sales tax, thus the City is not subject to swings in revenue during periods of economic volatility related to consumer spending. Nor is the City's General Fund dependent upon income taxes as a resource, thus it is directly affected by the volatility in employment rates.

**CITY OF WILSONVILLE, OREGON**  
**Management's Discussion and Analysis**  
*For the Year Ended June 30, 2014*

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Franchise fees and privilege taxes are the second largest revenue source for the General Fund and have proven to be largely stable. These fees are charged to various utility companies for use of public right-of-way based upon a percentage of net sales within city limits. Over the past year we have begun to see a positive trend in franchise tax revenue. The increase in franchise taxes is due primarily to an upswing in the economy and population growth within the city.

Intergovernmental revenues originate from state and county shared revenues. The state shared revenues include alcoholic beverage and cigarette excise taxes, and state shared revenue. The revenues are allocated by various formulas, but utilize a per capita rate. Increases in next year's budget reflect the continued growth in population.

The City's building department is anticipating over 200 single family homes to be permitted in the Villebois area as well as over 140 multi-family units. Revenues earned by the inspection and permit fees for the Building Fund are restricted by state statute; however activity reflects growth in the community that will eventually be reflected in the assessed value of the tax rolls and increased utility revenues.

The City's public transit system is funded by a payroll tax paid by Wilsonville businesses and is based on total payroll or self-employment income. Payroll taxes continue to increase as the local economy grows with new businesses relocating to the City. Transit taxes are estimated to exceed \$4.5 million in the next budget year.

Utility rates are reviewed regularly and adjusted by Council when necessary to insure charges are sufficient to finance all related operating, capital outlay, debt service expenses, and operating reserves, as such:

- Water rates are subject to a 2.25% a year, three-year incremental rate increase set to begin January 1, 2015. In January 2014, Council approved a revenue neutral rate adjustment that aligned the rates per customer class based on the most current cost of service analysis.
- Sewer rates increased 10% on January 1, 2014 with no additional increases budgeted. That increase though will provide the revenues to pay for wastewater treatment plant improvements debt service and operating costs.
- Stormwater rates increased 2.9% on July 1, 2014.
- Street lighting rates have been held steady for many years, last adjusted in July 1998, and have provided a stable financing source adequate to cover related operating and capital needs.

Uncertainties about future economic changes and financial impacts are common to all cities. To deal with the swings in the economy and to plan for future capital expansion, the City routinely puts aside resources. At June 30, 2014 the amount of assets set aside in governmental activities total \$47.2 million. Fund balances reserved as non-spendable, restricted, committed or assigned total \$42.8 million and the \$4.4 million is provided for ongoing operations of the City. Within the business-type activities \$9.1 million is set aside for future construction and equipment replacement programs.

### **REQUEST FOR INFORMATION**

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

**BASIC  
FINANCIAL  
STATEMENTS**

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CITY OF WILSONVILLE, OREGON

Statement of Net Position

June 30, 2014

	Governmental Activities	Business-Type Activities	Total
<b>ASSETS</b>			
Cash and investments	\$ 42,117,047	\$ 18,188,869	\$ 60,305,916
Receivables (net of allowances for uncollectibles)	2,712,782	1,874,102	4,586,884
Inventories	-	63,589	63,589
Prepays	280,815	2,666	283,481
Restricted cash and investments	6,827,794	9,135,299	15,963,093
Notes receivable	176,136	430,682	606,818
Capital assets:			
Land, non-depreciable assets, and construction in progress	93,370,223	6,311,986	99,682,209
Building, improvements, and other capital assets (net of accumulated depreciation)	120,376,576	127,464,788	247,841,364
Total assets	<u>265,861,373</u>	<u>163,471,981</u>	<u>429,333,354</u>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>			
Deferred charge on refunding	-	365,942	365,942
<b>LIABILITIES</b>			
Accounts payable	1,266,501	1,337,204	2,603,705
Other accrued liabilities	1,275,629	1,169,417	2,445,046
Unearned revenue	314,914	31,578	346,492
Deposits	171,860	13,985	185,845
Interest payable	199,675	146,798	346,473
Noncurrent liabilities:			
Due within one year	3,289,440	3,750,907	7,040,347
Due in more than one year	32,867,770	45,984,234	78,852,004
Total liabilities	<u>39,385,789</u>	<u>52,434,123</u>	<u>91,819,912</u>
<b>NET POSITION</b>			
Net investment in capital assets	182,563,852	84,456,922	267,020,774
Restricted for:			
Capital projects	8,499,942	9,135,299	17,635,241
Debt service	7,499,373	-	7,499,373
Unrestricted	27,912,417	17,811,579	45,723,996
Total net position	<u>\$ 226,475,584</u>	<u>\$ 111,403,800</u>	<u>\$ 337,879,384</u>

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

CITY OF WILSONVILLE, OREGON

Statement of Activities

For the year ended June 30, 2014

Functions/Programs	Expenses	Program Revenues		
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions
Governmental activities:				
General government	\$ 2,783,098	\$ 797,639	\$ 25,000	\$ -
Public safety	3,931,951	325,251	-	-
Transportation	4,973,506	275,561	327,996	713,614
Public works	10,160,489	714,558	1,228,185	13,671,565
Culture and recreation	3,819,439	190,180	1,065,874	1,102,889
Community development	4,748,107	3,057,239	-	-
Interest on long-term debt	1,635,091	-	-	-
Total governmental activities	<u>32,051,681</u>	<u>5,360,428</u>	<u>2,647,055</u>	<u>15,488,068</u>
Business-type activities:				
Water	9,219,979	6,784,658	4,721	2,143,044
Sewer	5,424,747	7,198,881	-	4,355,691
Stormwater	2,850,421	1,392,150	-	1,586,287
Street lighting	341,942	421,986	-	236,914
Total business-type activities	<u>17,837,089</u>	<u>15,797,675</u>	<u>4,721</u>	<u>8,321,936</u>
Total government	<u>\$ 49,888,770</u>	<u>\$ 21,158,103</u>	<u>\$ 2,651,776</u>	<u>\$ 23,810,004</u>

General revenues:  
 Property taxes, levied for general purposes  
 Property taxes, levied for debt service  
 Franchise, transit and hotel taxes  
 Investment revenue  
 Other revenues  
 Subtotal general revenues  
 Transfers  
 Total general revenues and transfers  
 Change in net position  
 Net position--beginning  
 Net position--ending

Continued on page 37.

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

**Net (Expense) Revenue and  
Changes in Net Position**

<u>Governmental Activities</u>	<u>Business-Type Activities</u>	<u>Total</u>
\$ (1,960,459)	\$ -	\$ (1,960,459)
(3,606,700)	-	(3,606,700)
(3,656,335)	-	(3,656,335)
5,453,819	-	5,453,819
(1,460,496)	-	(1,460,496)
(1,690,868)	-	(1,690,868)
(1,635,091)	-	(1,635,091)
<u>(8,556,130)</u>	<u>-</u>	<u>(8,556,130)</u>
-	(287,556)	(287,556)
-	6,129,825	6,129,825
-	128,016	128,016
-	316,958	316,958
-	6,287,243	6,287,243
<u>(8,556,130)</u>	<u>6,287,243</u>	<u>(2,268,887)</u>
5,427,603	-	5,427,603
7,903,772	-	7,903,772
7,517,049	-	7,517,049
292,755	173,556	466,311
522,988	115,100	638,088
<u>21,664,167</u>	<u>288,656</u>	<u>21,952,823</u>
<u>(1,879,320)</u>	<u>1,879,320</u>	<u>-</u>
<u>19,784,847</u>	<u>2,167,976</u>	<u>21,952,823</u>
11,228,717	8,455,219	19,683,936
215,246,867	102,948,581	318,195,448
<u>\$ 226,475,584</u>	<u>\$ 111,403,800</u>	<u>\$ 337,879,384</u>

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## **FUND FINANCIAL STATEMENTS**

### **Major Governmental Funds**

Funds whose revenues, expenditures/expenses, assets, or liabilities (excluding extraordinary items) are at least 10 percent of corresponding totals for all governmental or enterprise funds and at least 5 percent of the aggregate amount for all governmental and enterprise funds for the same item. Additional funds may be reported as a major fund if the City's officials believe that fund is particularly important to financial statement users.

#### **General Fund**

Accounts for the financial operations of the City not accounted for in any other fund. Principal sources of revenue are property taxes, licenses and permits, state and county shared revenue, and charges for administrative services from other funds. Primary expenditures are for culture and recreation, general government, and police protection.

#### **Community Development Fund**

Accounts for the financial operations of the City's civil engineering, building inspection, and community planning departments.

#### **Transit Fund**

Accounts for payroll taxes collected from the local business community and used to fund the City's mass transit program.

#### **Urban Renewal - Year 2000 Plan Debt Service Fund**

Accounts for the collection of tax increment (property tax) revenues and the payment of principal and interest on outstanding debt associated with the Year 2000 Plan Urban Renewal District.

#### **Urban Renewal - West Side Plan Debt Service Fund**

Accounts for the collection of tax increment (property tax) revenues and the payment of principal and interest on outstanding debt associated with the West Side Urban Renewal District.

CITY OF WILSONVILLE, OREGON

Governmental Funds

Balance Sheet

June 30, 2014

	General	Special Revenue	
		Community Development	Transit
<b>ASSETS</b>			
Cash and investments	\$ 14,585,723	\$ 3,308,474	\$ 1,434,005
Receivables:			
Interest	41,135	22,642	-
Accounts	401,353	-	1,177,530
Property taxes	348,330	-	-
Notes receivable	-	-	-
Prepays	262,760	1,375	-
Restricted cash and investments	169,170	2,611,530	-
Total assets	<u>\$ 15,808,471</u>	<u>\$ 5,944,021</u>	<u>\$ 2,611,535</u>
<b>LIABILITIES</b>			
Accounts payable	\$ 240,655	\$ 111,757	\$ 61,887
Other accrued liabilities	216,698	503,964	77,790
Deposits	24,500	147,360	-
Unearned revenue	108,896	206,018	-
Development charge payable	-	-	-
Total liabilities	<u>590,749</u>	<u>969,099</u>	<u>139,677</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>			
Unavailable revenue - property taxes	<u>295,477</u>	<u>-</u>	<u>-</u>
<b>FUND BALANCES</b>			
Nonspendable	262,760	1,375	-
Restricted	120,886	2,464,170	-
Committed	4,034,000	783,000	961,000
Assigned	6,098,472	1,726,377	1,510,858
Unassigned	4,406,127	-	-
Total fund balances	<u>14,922,245</u>	<u>4,974,922</u>	<u>2,471,858</u>
Total liabilities, deferred inflows of resources and fund balances	<u>\$ 15,808,471</u>	<u>\$ 5,944,021</u>	<u>\$ 2,611,535</u>

Continued on page 41.

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

Debt Service		Other	
Urban Renewal Year 2000 Plan	Urban Renewal West Side Plan	Governmental Funds	Total Governmental
\$ 1,788,391	\$ 1,310,830	\$ 18,454,187	\$ 40,881,610
6,847	2,973	36,870	110,467
-	-	165,655	1,744,538
287,247	195,293	23,660	854,530
-	-	176,136	176,136
-	-	16,680	280,815
1,603,025	2,217,903	226,166	6,827,794
<u>\$ 3,685,510</u>	<u>\$ 3,726,999</u>	<u>\$ 19,099,354</u>	<u>\$ 50,875,890</u>
\$ -	\$ -	\$ 796,510	\$ 1,210,809
-	-	44,035	842,487
-	-	-	171,860
-	-	-	314,914
-	-	419,041	419,041
-	-	1,259,586	2,959,111
<u>244,465</u>	<u>164,620</u>	<u>20,265</u>	<u>724,827</u>
-	-	16,880	281,015
3,441,045	3,562,379	8,549,661	18,138,141
-	-	155,000	5,933,000
-	-	9,097,962	18,433,669
-	-	-	4,406,127
<u>3,441,045</u>	<u>3,562,379</u>	<u>17,819,503</u>	<u>47,191,952</u>
<u>\$ 3,685,510</u>	<u>\$ 3,726,999</u>	<u>\$ 19,099,354</u>	

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

Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds, net of accumulated depreciation of \$106,303,552	213,210,321
Other long-term assets are not available to pay for current-period expenditures and therefore are deferred in the funds: Property taxes earned but unavailable	724,827
Accrued compensated absences are not due and payable in the current period and therefore are not reported in the funds	(528,122)
Internal service funds are used by management to charge the costs of fleet management to individual funds. The assets and liabilities of the internal service fund are included in governmental activities in the Statement of Net Position	1,671,281
Long-term liabilities, including bonds payable, are not due and payable in the current period and therefore are not reported in the funds: Notes and bonds Interest on long-term debt	(35,595,000) (199,675)
Net Position of Governmental Activities	<u>\$ 226,475,584</u>

**CITY OF WILSONVILLE, OREGON**  
**Governmental Funds**  
**Statement of Revenues, Expenditures, and Changes in Fund Balances**  
*For the year ending June 30, 2014*

	Special Revenue		
	General	Community Development	Transit
<b>REVENUES</b>			
Taxes	\$ 8,594,003	\$ -	\$ 4,342,353
Intergovernmental	1,661,462	-	1,041,610
Licenses and permits	159,029	2,166,047	-
Charges for services	573,814	889,272	251,511
System development fees	-	-	-
Fines and forfeitures	247,534	-	-
Investment revenue	78,859	32,878	14,976
Other revenues	173,356	17,135	33,567
Total revenues	<u>11,488,057</u>	<u>3,105,332</u>	<u>5,684,017</u>
<b>EXPENDITURES</b>			
Current operating:			
General government	2,118,637	460,960	456,796
Public safety	3,932,008	-	-
Transportation	-	-	4,420,600
Public works	766,687	13,200	45,686
Culture and recreation	3,328,472	-	-
Community development	-	2,118,069	-
Debt service:			
Principal	-	-	-
Interest	-	-	-
Capital outlay	77,615	11,870	785,703
Total expenditures	<u>10,223,419</u>	<u>2,604,099</u>	<u>5,708,785</u>
Excess (deficiency) of revenues over (under) expenditures	<u>1,264,638</u>	<u>501,233</u>	<u>(24,768)</u>
<b>OTHER FINANCING SOURCES (USES)</b>			
Issuance of debt	-	-	-
Proceeds of interagency loan	4,500,000	-	-
Payment of interagency loan	(4,500,000)	-	-
Transfers in	52,500	229,000	-
Transfers out	(1,186,805)	(18,900)	(23,756)
Sale of capital assets	-	-	24,646
Total other financing sources (uses)	<u>(1,134,305)</u>	<u>210,100</u>	<u>890</u>
Net change in fund balance	130,333	711,333	(23,878)
Fund balances--beginning	14,791,912	4,263,589	2,495,736
Fund balances--ending	<u>\$ 14,922,245</u>	<u>\$ 4,974,922</u>	<u>\$ 2,471,858</u>

Continued on page 43.

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

Debt Service		Other	Total
Urban Renewal	Urban Renewal	Governmental	Governmental
Year 2000 Plan	West Side Plan	Funds	Funds
\$ 4,190,946	\$ 3,361,188	\$ 334,091	\$ 20,822,581
-	-	1,337,393	4,040,465
-	-	265,511	2,590,587
-	-	672,664	2,387,261
-	-	2,937,790	2,937,790
-	-	-	247,534
38,170	28,624	94,099	287,606
-	-	1,070,553	1,294,611
<u>4,229,116</u>	<u>3,389,812</u>	<u>6,712,101</u>	<u>34,608,435</u>
-	-	157,494	3,193,887
-	-	-	3,932,008
-	-	-	4,420,600
-	-	745,983	1,571,556
-	-	-	3,328,472
-	-	2,456,418	4,574,487
5,147,000	3,070,000	320,000	8,537,000
426,935	1,139,280	48,400	1,614,615
-	-	4,943,598	5,818,786
<u>5,573,935</u>	<u>4,209,280</u>	<u>8,671,893</u>	<u>36,991,411</u>
<u>(1,344,819)</u>	<u>(819,468)</u>	<u>(1,959,792)</u>	<u>(2,382,976)</u>
-	-	4,500,000	4,500,000
-	-	-	4,500,000
-	-	-	(4,500,000)
-	-	3,710,374	3,991,874
-	-	(2,436,060)	(3,665,521)
-	-	-	24,646
-	-	5,774,314	4,850,999
(1,344,819)	(819,468)	3,814,522	2,468,023
4,785,864	4,381,847	14,004,981	44,723,929
<u>\$ 3,441,045</u>	<u>\$ 3,562,379</u>	<u>\$ 17,819,503</u>	<u>\$ 47,191,952</u>

**CITY OF WILSONVILLE, OREGON**  
**Reconciliation of the Statement of Revenues,**  
**Expenditures, and Changes in Fund Balances of Governmental Funds to the**  
**Statement of Activities**  
*For the year ending June 30, 2014*

Net change in fund balances-total governmental funds \$ 2,468,023

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

Governmental funds report capital outlays as expenditures. However, in the statement of activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense. This is the amount by which capital outlay exceeded depreciation in the current period.

Expenditures for capital assets	\$ 2,193,066	
Less current year depreciation	<u>(6,449,140)</u>	(4,256,074)

The net effect of various miscellaneous transactions involving capital assets is to increase net position as follows:

Contributions from outside parties	10,512,347	
Capitalized overhead costs	861,058	
Loss on disposition of capital assets	(161,467)	
Transfers to/from business-type activities	<u>(2,203,573)</u>	9,008,365

Revenues in the Statement of Activities that do not provide current financial resources are not reported as revenues in the funds.

Property taxes		25,842
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Bond proceeds provide current financial resources to governmental funds, but issuing debt increases long-term liabilities in the Statement of Net Position. Repayment of bond principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the Statement of Net Position. This is the amount by which proceeds exceeded repayments.

Bond and loan proceeds	(4,500,000)	
Principal payments	<u>8,537,000</u>	4,037,000

Some expenses reported in the Statement of Activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds.

Interest		(20,476)
Compensated absences		19,660

An internal service fund is used by management to charge the costs of fleet management to individual funds. The net revenue of certain activities of the internal service fund is reported with governmental activities.

(53,623)

Change in Net Position of Governmental Activities		<u>\$ 11,228,717</u>
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The notes to the financial statements are an integral part of this statement.

## **FUND FINANCIAL STATEMENTS**

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### **Proprietary Funds**

The City of Wilsonville utilizes five Proprietary Funds made up of four Enterprise Funds and one Governmental Activities Internal Service Fund.

**Enterprise Funds** - These funds are entirely or predominantly self-supported through user charges to external customers. City funds are used to account for acquisition, operation, and maintenance of water, sewer, stormwater facilities, and streetlights. Funds included are:

- **Water**
- **Sewer**
- **Stormwater**
- **Street Lighting**

For budgetary purposes (see budget schedules in the Other Supplemental Information section), the Water, Sewer, and Stormwater funds are accounted for in the following separate funds:

- **Water**
  - Water Operating
  - Water Capital Projects
  - Water Development Charges
- **Sewer**
  - Sewer Operating
  - Sewer Capital Projects
  - Sewer Development Charges
- **Stormwater**
  - Stormwater Operating
  - Stormwater Capital Projects
  - Stormwater Development Charges

For generally accepted accounting principles purposes, these aforementioned funds and the Street Lighting Fund are consolidated and included as four separate Enterprise Funds.

**Internal Service Fund** - This fund accounts for those activities and services furnished internally to other organizational units within the City on a cost reimbursement basis. Charges are made to the various departments to support these activities. The City's sole internal service fund is:

- **Fleet**

CITY OF WILSONVILLE, OREGON

Proprietary Funds

Statement of Net Position

June 30, 2014

	Business-type Activities - Enterprise Funds					Governmental
	Water	Sewer	Stormwater	Street Lighting	Totals	Fleet Internal Service Fund
<b>ASSETS</b>						
Current assets:						
Cash and investments	\$ 5,727,398	\$ 11,498,816	\$ 84,633	\$ 878,022	\$ 18,188,869	\$ 1,235,437
Interest receivable	11,677	60,443	-	-	72,120	3,247
Customer receivable, net	712,516	670,708	132,650	40,678	1,556,552	-
Other receivables	243,768	1,662	-	-	245,430	-
Inventories	63,589	-	-	-	63,589	-
Prepays	2,083	583	-	-	2,666	-
Total current assets	<u>6,761,031</u>	<u>12,232,212</u>	<u>217,283</u>	<u>918,700</u>	<u>20,129,226</u>	<u>1,238,684</u>
Noncurrent assets:						
Restricted cash and investments	1,371,147	6,639,284	1,124,868	-	9,135,299	-
Notes receivable	419,041	11,641	-	-	430,682	-
Capital assets, net	<u>47,983,202</u>	<u>62,675,138</u>	<u>20,827,363</u>	<u>2,291,071</u>	<u>133,776,774</u>	<u>536,477</u>
Total noncurrent assets	<u>49,773,390</u>	<u>69,326,063</u>	<u>21,952,231</u>	<u>2,291,071</u>	<u>143,342,755</u>	<u>536,477</u>
Total assets	<u>56,534,421</u>	<u>81,558,275</u>	<u>22,169,514</u>	<u>3,209,771</u>	<u>163,471,981</u>	<u>1,775,161</u>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>						
Deferred charge on refunding	<u>355,751</u>	<u>10,191</u>	<u>-</u>	<u>-</u>	<u>365,942</u>	<u>-</u>
<b>LIABILITIES</b>						
Current liabilities:						
Accounts payable	402,185	836,643	76,701	21,675	1,337,204	55,692
Accrued compensated absences	11,727	6,789	2,391	-	20,907	12,127
Other accrued liabilities	12,741	1,150,969	5,707	-	1,169,417	14,101
Unearned revenue	31,578	-	-	-	31,578	-
Deposits	13,985	-	-	-	13,985	-
Interest payable	34,209	112,589	-	-	146,798	-
Bonded debt - current	<u>1,480,000</u>	<u>2,250,000</u>	<u>-</u>	<u>-</u>	<u>3,730,000</u>	<u>-</u>
Total current liabilities	<u>1,986,425</u>	<u>4,356,990</u>	<u>84,799</u>	<u>21,675</u>	<u>6,449,889</u>	<u>81,920</u>
Noncurrent liabilities:						
Compensated absences	11,356	15,797	1,287	-	28,440	21,960
Due to other funds	-	-	-	-	-	-
Bonded debt	<u>9,044,346</u>	<u>36,911,448</u>	<u>-</u>	<u>-</u>	<u>45,955,794</u>	<u>-</u>
Total noncurrent liabilities	<u>9,055,702</u>	<u>36,927,245</u>	<u>1,287</u>	<u>-</u>	<u>45,984,234</u>	<u>21,960</u>
Total liabilities	<u>11,042,127</u>	<u>41,284,235</u>	<u>86,086</u>	<u>21,675</u>	<u>52,434,123</u>	<u>103,880</u>
<b>NET POSITION</b>						
Net investment in capital assets	37,814,607	23,523,881	20,827,363	2,291,071	84,456,922	536,477
Restricted for capital projects	1,371,147	6,639,284	1,124,868	-	9,135,299	-
Unrestricted	<u>6,662,291</u>	<u>10,121,066</u>	<u>131,197</u>	<u>897,025</u>	<u>17,811,579</u>	<u>1,134,804</u>
Total net position	<u>\$ 45,848,045</u>	<u>\$ 40,284,231</u>	<u>\$ 22,083,428</u>	<u>\$ 3,188,096</u>	<u>\$ 111,403,800</u>	<u>\$ 1,671,281</u>

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

**CITY OF WILSONVILLE, OREGON**  
**Proprietary Funds**  
**Statement of Revenues, Expenses, and Changes in Net Position**  
*For the year ended June 30, 2014*

	Business-type Activities - Enterprise Funds					Governmental
	Water	Sewer	Stormwater	Street Lighting	Totals	Fleet Internal Service Fund
<b>OPERATING REVENUES:</b>						
Intergovernmental	\$ 4,721	\$ -	\$ -	\$ -	\$ 4,721	\$ -
Charges for services	6,784,658	7,198,881	1,392,150	421,986	15,797,675	1,203,110
Other revenues	26,406	86,973	1,721	-	115,100	748
Total operating revenues	<u>6,815,785</u>	<u>7,285,854</u>	<u>1,393,871</u>	<u>421,986</u>	<u>15,917,496</u>	<u>1,203,858</u>
<b>OPERATING EXPENSES:</b>						
Personal services	437,637	259,110	224,004	-	920,751	525,008
Support services	454,060	396,175	210,164	-	1,060,399	-
Contractual services	1,541,024	1,723,372	99,947	-	3,364,343	-
Utilities	480,503	311,480	1,491	265,738	1,059,212	85,144
Repairs and maintenance	225,559	122,946	152,325	-	500,830	28,964
Other operating expenses	2,341,524	420,460	413,084	968	3,176,036	554,720
Depreciation	1,665,587	935,880	1,005,716	75,236	3,682,419	84,240
Total operating expenses	<u>7,145,894</u>	<u>4,169,423</u>	<u>2,106,731</u>	<u>341,942</u>	<u>13,763,990</u>	<u>1,278,076</u>
Operating income (loss)	<u>(330,109)</u>	<u>3,116,431</u>	<u>(712,860)</u>	<u>80,044</u>	<u>2,153,506</u>	<u>(74,218)</u>
<b>NONOPERATING REVENUES (EXPENSES):</b>						
Investment revenue	42,582	119,697	6,317	4,960	173,556	5,146
Interest expense	(448,948)	(1,390,850)	-	-	(1,839,798)	-
Amortization of bond premium (discount)	(2,609)	74,465	-	-	71,856	-
Amortization of bond defeasance	(61,010)	(10,190)	-	-	(71,200)	-
Disposition of capital assets	(1,561,518)	71,251	(743,690)	-	(2,233,957)	17,549
Total nonoperating revenues (expenses)	<u>(2,031,503)</u>	<u>(1,135,627)</u>	<u>(737,373)</u>	<u>4,960</u>	<u>(3,899,543)</u>	<u>22,695</u>
Net income (loss) before contributions and transfers	<u>(2,361,612)</u>	<u>1,980,804</u>	<u>(1,450,233)</u>	<u>85,004</u>	<u>(1,746,037)</u>	<u>(51,523)</u>
Capital contributions - infrastructure	880,638	3,853,473	1,263,811	435,487	6,433,409	-
Capital contributions - grants and fees	1,262,406	2,502,218	327,476	-	4,092,100	-
Transfers out	(51,532)	(51,532)	(22,616)	(198,573)	(324,253)	(2,100)
Change in net position	<u>(270,100)</u>	<u>8,284,963</u>	<u>118,438</u>	<u>321,918</u>	<u>8,455,219</u>	<u>(53,623)</u>
Net position--beginning	<u>46,118,145</u>	<u>31,999,268</u>	<u>21,964,990</u>	<u>2,866,178</u>	<u>102,948,581</u>	<u>1,724,904</u>
Net position--ending	<u>\$ 45,848,045</u>	<u>\$ 40,284,231</u>	<u>\$ 22,083,428</u>	<u>\$ 3,188,096</u>	<u>\$ 111,403,800</u>	<u>\$ 1,671,281</u>

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

**CITY OF WILSONVILLE, OREGON**

**Proprietary Funds**

**Statement of Cash Flows**

*For the year ended June 30, 2014*

	Business-type Activities - Enterprise Funds					Governmental
	Water	Sewer	Stormwater	Street	Totals	Fleet Internal
				Lighting		Service Fund
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>						
Receipts from customers	\$ 7,019,487	\$ 7,204,439	1,371,768	\$ 418,930	\$ 16,014,624	\$ 1,203,110
Payments to suppliers	(4,747,368)	(4,328,472)	(651,494)	(268,542)	(9,995,876)	(630,655)
Payments to employees	(437,101)	(257,474)	(223,315)	-	(917,890)	(517,284)
Internal activity--payments for services	(454,060)	(396,175)	(210,164)	-	(1,060,399)	-
Other receipts	31,127	86,973	1,721	-	119,821	748
Net cash provided by operating activities	1,412,085	2,309,291	288,516	150,388	4,160,280	55,919
<b>CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES</b>						
Transfers to other funds	(51,532)	(51,532)	(22,616)	(198,573)	(324,253)	(2,100)
<b>CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES</b>						
Proceeds from the sale of capital assets	-	100,000	-	-	100,000	17,549
Capital contributions - grants and fees	1,262,406	2,502,218	327,476	-	4,092,100	-
Purchases of capital assets	(2,823,379)	(8,201,845)	(779,476)	-	(11,804,700)	(139,950)
Principal paid on capital debt	(1,425,000)	(2,190,000)	-	-	(3,615,000)	-
Interest paid on capital debt	(453,449)	(1,395,587)	-	-	(1,849,036)	-
Net cash used by capital and related financing activities	(3,439,422)	(9,185,214)	(452,000)	-	(13,076,636)	(122,401)
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>						
Interest received	59,619	175,997	6,317	4,960	246,893	5,758
Net increase (decrease) in cash and investments	(2,019,250)	(6,751,458)	(179,783)	(43,225)	(8,993,716)	(62,824)
Balances--beginning of the year	9,117,795	24,889,558	1,389,284	921,247	36,317,884	1,298,261
Balances--end of the year	\$ 7,098,545	\$ 18,138,100	\$ 1,209,501	\$ 878,022	\$ 27,324,168	\$ 1,235,437
<b>RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES</b>						
Operating income (loss)	\$ (330,109)	\$ 3,116,431	\$ (712,860)	\$ 80,044	\$ 2,153,506	\$ (74,218)
Adjustments to reconcile operating income to net cash provided by operating activities:						
Cash flows reported in other categories:						
Depreciation expense	1,665,587	935,880	1,005,716	75,236	3,682,419	84,240
Change in assets and liabilities:						
Receivables, net	236,772	5,559	(20,381)	(3,056)	218,894	-
Prepaid assets	560	(583)	-	-	(23)	-
Inventories	(1,941)	-	-	-	(1,941)	-
Accounts payable	(160,042)	(803,290)	15,424	(1,836)	(949,744)	36,024
Accrued compensated absences	536	1,636	689	-	2,861	7,724
Other accrued liabilities	(881)	162,964	(72)	-	162,011	2,149
Deferred revenue	(4,342)	(1,109,306)	-	-	(1,113,648)	-
Deposits	5,945	-	-	-	5,945	-
Net cash provided (used) by operating activities	\$ 1,412,085	\$ 2,309,291	\$ 288,516	\$ 150,388	\$ 4,160,280	\$ 55,919
Noncash capital contribution activities:						
Capital assets from governmental funds	\$ -	\$ 2,000,000	\$ 5,000	\$ 198,573	\$ 2,203,573	\$ -
Capital assets from developers	880,638	1,853,473	1,258,811	236,914	4,229,836	-

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

**NOTES TO  
BASIC FINANCIAL STATEMENTS**

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## **1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

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

### ***Reporting Entity***

The City of Wilsonville, Oregon is a municipal corporation, incorporated in 1968. The City operates under a Council-City Manager form of government. The governing body consists of four elected council members and a mayor. The mayor and council members are each elected to serve a four-year term. The City Manager administers policies and coordinates the activities of the City. The heads of the various departments, formed to provide various services, are under the direct supervision of the City Manager.

The accompanying financial statements present the City and its component unit (Urban Renewal Agency), an entity for which the City is considered to be financially responsible for.

### ***Blended Component Unit***

The City has included the financial operations of its Urban Renewal Agency as a blended component unit in the basic financial statements. The Agency is a legally separate entity which is governed by a board comprised of the members of the City Council as stipulated by the Agency's bylaws. The City Council has the ability to impose its will on the Agency as determined on the basis of budget adoption, taxing authority, and funding for the Agency. Complete financial statements for the Agency can be obtained from the Finance Director of the City, 29799 SW Town Center Loop E., Wilsonville, OR 97070-0220, or can be viewed at the City's web page: <http://www.ci.wilsonville.or.us>.

### ***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. For the most part, the effect of interfund activity 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.

The Statement of Net Position presents all the assets, liabilities and deferred inflows and outflows of the City with the difference reported as net position.

The Statement of Activities demonstrates the degree to which the direct expenses of a given function or program is offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or program. 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 program, and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or program. 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, proprietary, or fiduciary. Currently, the City has governmental and proprietary type funds. Major individual governmental funds, major individual enterprise funds, and the internal service fund are reported as separate columns in the fund financial statements. Non-major 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 supplemental information.

As a general rule the effect of interfund activity has been eliminated from the government-wide financial statements. Exceptions to this general rule include charges between the City's business-type activities/ enterprise funds, as well as some special revenue funds, and the General Fund. The City allocates charges as reimbursement for services provided by the General Fund in support of those functions based on levels of service provided. Elimination of these charges would distort the direct costs and program revenues reported for the various functions concerned. These charges are included in direct program expenses.

### ***Basis of Presentation***

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

There are stated minimum criteria for the determination of major funds: percentage of the assets, liabilities, revenues or expenditures/expenses of either fund category, or the governmental and enterprise funds combined. The City electively added funds as major funds, those funds which either had debt outstanding or specific community focus. Non-major 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***  
Accounts for all the financial operations of the City except those required to be accounted for in another fund. Principal sources of revenue are property taxes, franchise fees, licenses, state and county shared revenues, and charges for administrative services from other funds. Primary expenditures are for general government, police protection, and culture and recreation.
  - ***Community Development Fund***  
Accounts for building, engineering, and planning departments' permit fees, capital construction administrative charges, and the related program expenditures.
  - ***Transit Fund***  
Accounts for payroll taxes collected from the local business community, federal transit grants and use of these resources to operate the City's mass transit program.
  - ***Urban Renewal Year 2000 Plan Debt Service Fund***  
Accounts for the payment of principal and interest on Urban Renewal Year 2000 Plan Bonds. Resources are provided from tax increment proceeds and interest earnings.
  - ***Urban Renewal West Side Plan Debt Service Fund***  
Accounts for the payment of principal and interest on Urban Renewal Year 2000 Plan Bonds. Resources are provided from tax increment proceeds and interest earnings.
- Additionally, the City reports non-major funds within the governmental fund type.
- ***Special Revenue Funds***  
Used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes.
  - ***Debt Service Funds***  
Used to account for debt service appropriations for the payment of principal and interest on general obligation bonds.
  - ***Capital Projects Funds***  
Accounts for financial resources used for the acquisition or construction of major capital facilities (other than those financed by Proprietary Funds).

The City reports each of its five proprietary funds as major funds. The proprietary funds include four enterprise funds and one internal service fund. The enterprise funds are used to account for the acquisition, operation, and maintenance of water, sewer, stormwater and street lighting facilities. The City reports its Fleet Fund as an Internal Service Fund. Internal service funds account for those activities and services furnished internally to other organizational units within the City on a cost reimbursement basis. Charges are made to the various departments to support these activities. The City's sole internal service fund is for fleet services.

The City reports the following proprietary funds:

- *Water Fund*
  - Water Operating Fund (budgetary basis financial statements only)
  - Water Capital Projects Fund (budgetary basis financial statements only)
  - Water Development Charges Fund (budgetary basis financial statements only)
- *Sewer Fund*
  - Sewer Operating Fund (budgetary basis financial statements only)
  - Sewer Capital Projects Fund (budgetary basis financial statements only)
  - Sewer Development Charges Fund (budgetary basis financial statements only)
- *Stormwater Fund*
  - Stormwater Operating Fund (budgetary basis financial statements only)
  - Stormwater Capital Projects Water Fund (budgetary basis financial statements only)
  - Stormwater Development Charges Fund (budgetary basis financial statements only)
- *Street Lighting Fund*
  - Street Lighting Fund
- *Fleet Fund*
  - Fleet Fund

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

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

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

Governmental funds financial statements are presented on a modified accrual basis of accounting with a current financial resource measurement focus. This focus concentrates on the fund's resources available for spending currently or in the near future. Only transactions and events affecting the fund's current financial resources during the period are reported. Similar to the connection between an economic resource measurement focus and full accrual accounting, a current financial resource measurement focus is inseparable from a modified accrual basis of accounting. Under modified accrual accounting, revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the City considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. Property taxes, franchise fees, licenses and permits, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. Only the portion of special assessments receivable due within the current fiscal period is considered susceptible to accrual as revenue of the current period. All other revenues are considered to be measurable and available only when cash is received by the City.

An accrual for deferred revenue arises in the Governmental Funds Balance Sheet when potential revenue does not meet the earned and available criteria for recognition in the current period. Unavailable deferred revenue consists primarily of uncollected property taxes and assessments not deemed available to finance operation of the current period. In the government-wide Statement of Activities, with a full accrual basis of accounting, revenue is recognized as soon as it is earned regardless of its availability. Thus, the deferred inflow created on the Governmental Fund Balance Sheet for unavailable deferred revenue is eliminated. Unearned revenues arise outside the scope of measurement focus and basis of accounting, such as when the City receives resources before it has a legal claim to them. An example of this would be when grant monies are received prior to the incurrence of qualifying expenditures.

Similar to the way its revenues are recorded, governmental funds only record those expenditures that affect current financial resources. Principal and interest on general long-term debt are recorded as fund liabilities only when due or when amounts have been accumulated in the debt service fund for payments to be made early in the following year. Vested compensated absences are recorded as expenditures only to the extent that they are expected to be liquidated with expendable financial resources, such as, any unused reimbursable leave outstanding at the time of an employee's resignation or retirement. However, in the government-wide financial statements, with a full accrual basis of accounting, all expenditures affecting the economic resource status of the government are recognized. Thus, the expense and related accrued liability for long-term portions of debt and compensated absences are included.

Since the governmental fund statements are presented on a different measurement focus and basis of accounting than the government-wide statements, reconciliation is provided to explain the differences between the governmental fund statements and the governmental column of the government-wide presentation. This reconciliation is part of the financial statements.

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

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services, and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the City's Water, Sewer, Stormwater, and Street Lighting Funds are charges to customers for sales and services. The Water, Sewer, and Stormwater Funds also recognize fees intended to recover the cost of connecting new customers to the City's utility systems as operating revenue. Operating expenses for proprietary funds include the cost of sales and services, administrative expenses and overheads and depreciation on capital assets including the amortization of intangible assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

Internal Service funds also distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services to other organizational units within the City. The principal operating revenues of the City's Fleet Fund are payment for services rendered to maintain both vehicles and motorized equipment. Operating expenses for the Fleet Fund include the cost of fuel, supplies and parts to maintain the City's assets, and the administrative expenses, overheads and depreciation on capital assets including the amortization of intangible assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

### ***Assets, Liabilities, and Equity***

#### **Cash and Investments**

Cash and cash equivalents include cash on hand, demand deposits, short-term investments with original or remaining maturities of three months or less when purchased, and cash and investments in the City-wide investment pool. Investments, including equity in pooled cash and investments are stated at fair value.

#### **Receivables and Payables**

Activity between funds that represent lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as either "due to/from other funds" (i.e. the current portion of interfund loans) or "advances to/from other funds" (i.e. the non-current portion of interfund loans). All other outstanding balances between funds are reported as "due to/from other funds". Any residual balances outstanding between the governmental activities and business-type activities are reported in the government-wide financial statements as "internal balances".

Recorded property taxes receivable that are collected within 60 days after year-end are considered measurable and available and, therefore, are recognized as revenue. The remaining balance is recorded as a deferred inflow of resource because it is not deemed available to finance operations of the current period. An allowance for doubtful accounts is not deemed necessary, as uncollectible taxes become a lien on the property. Property taxes are levied and become a lien on July 1. Collection dates are November 15, February 15, and May 15 following the lien date. Discounts are allowed if the amount due is received by November 15 or February 15. Taxes unpaid and outstanding on May 16 are considered delinquent.

Receivables of the enterprise funds are recognized as revenue when earned, including services provided but not billed. Receivables in governmental and enterprise funds are stated net of any allowance for uncollectible accounts.

#### **Inventories and Prepaids**

Inventories of materials and supplies in the enterprise funds are stated at cost on a first-in, first-out basis and charged to expenses as used. Prepaids in the governmental funds are stated at cost and charged to expenditures in the period consumed.

#### **Capital Assets**

Capital assets, which include property, plant, equipment, and infrastructure assets (e.g. roads, pathways, streetlights, etc.) are reported in the applicable governmental or business-type activities columns in the government-wide financial statements. Capital assets are charged to expenditures as purchased in the governmental fund statements and capitalized in the proprietary fund statements. Capital assets are recorded at historical cost or estimated historical cost. Donated assets are recorded at estimated fair market value as of the date of the donation.

Capital assets are defined by the City as assets with an initial, individual cost of \$5,000 or more and an estimated useful life extending beyond a single reporting period. Additions or improvements and other capital outlays that significantly extend the useful life of an asset or that significantly increase the capacity of an asset are capitalized. Other costs for repairs and maintenance are expensed as incurred.

Depreciation on exhaustible assets, including intangible assets with definite useful lives, is recorded as an allocated expense in the Statement of Activities with accumulated depreciation reflected in the Statement of Net Position. Depreciation is calculated using the straight-line method over the following estimated useful lives:

<b><u>Asset</u></b>	<b><u>Years</u></b>
Buildings and improvements	25-40
Improvements other than buildings	10-20
Machinery and equipment	5-15
Vehicles	5-10
Utility systems	25-50
Infrastructure	20-40
Software	5-10

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

#### **Accrued Compensated Absences and Sick Pay**

Accumulated vested vacation pay is accrued as it is earned. For governmental funds, a liability for these amounts is reported only when it has matured, for example, when an employee resigns or retires. The non-current portion (the amount estimated to be used in subsequent fiscal years) is maintained separately and represents a reconciling item between the fund-level and government-wide presentations. Only the current portion is reported in the governmental funds, and is calculated based on historical trends. In business-type/enterprise and internal service funds, both the current and long-term liabilities are recorded.

Sick leave pay, which does not vest, is recognized in all funds when leave is taken.

#### **Long-Term Debt**

In the government-wide financial statements and proprietary fund types in the fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund type Statement of Net Position. Bond premiums and discounts are deferred and amortized over the life of the bonds. Bonds payable are reported net of the applicable bond premium or discount. Bond issuance costs are recognized in the year incurred.

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

discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

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

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then. The government only has one item that qualifies for reporting in this category. It is the deferred charge on refunding reported in the government-wide statement of net position. A deferred charge on refunding results from the difference in the carrying value of refunded debt and its reacquisition price. This amount is deferred and amortized over the shorter of the life of the refunded or refunding debt.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net position that applies to a future period(s) and so will *not* be recognized as an inflow of resources (revenue) until that time. The government has only one type of item, which arises only under a modified accrual basis of accounting that qualifies for reporting in this category. Accordingly, the item, *unavailable revenue*, is reported only in the governmental funds balance sheet. The governmental funds report unavailable revenues from property taxes. These amounts are deferred and recognized as an inflow of resources in the period that the amounts become available.

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

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

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

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

#### **Fund Balance**

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

- *Nonspendable*: Includes resources that 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.
- *Restricted*: Includes resources that are restricted by external creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments; or imposed by law through constitutional provisions or enabling legislation.
- *Committed*: Includes amounts that can only be used for the specific purposes determined by a formal action of City Council. Commitments may be established, modified, or rescinded only through formal action approved by City Council.
- *Assigned*: Represents amounts that reflect the City's intended use of resources. Authority to classify portion of fund balance as assigned is explicitly granted to the City Council, City Manager, and the Finance Director as part of the yearly budget resolution passed and approved by the City of Wilsonville, City Council.

- *Unassigned*: Total fund balance in the General Fund in excess of nonspendable, restricted, committed, and assigned balance. This classification is also used to report any deficit fund balance amounts in other governmental funds.

Fund balance by classification for the year ended June 30, 2014 is as follows:

<b>Fund balances</b>	<b>General</b>	<b>Community Development</b>	<b>Transit</b>	<b>Urban Renewal Year 2000 Plan Debt Service</b>	<b>Urban Renewal West Side Plan Debt Service</b>	<b>Other Governmental Funds</b>	<b>Total Governmental</b>
<b>Nonspendable</b>							
Prepays	\$ 262,760	\$ 1,375	\$ -	\$ -	\$ -	\$ 16,880	\$ 281,015
<b>Restricted:</b>							
Building Inspection	-	2,464,170	-	-	-	-	2,464,170
Bond covenants	-	-	-	1,874,100	2,221,248	-	4,095,348
Capital projects	-	-	-	-	-	8,499,942	8,499,942
Debt service	-	-	-	1,566,945	1,341,131	49,719	2,957,795
PEG Communication	120,886	-	-	-	-	-	120,886
<b>Total Restricted</b>	<b>120,886</b>	<b>2,464,170</b>	<b>-</b>	<b>3,441,045</b>	<b>3,562,379</b>	<b>8,549,661</b>	<b>18,138,141</b>
<b>Committed:</b>							
Unappropriated	4,034,000	783,000	961,000	-	-	155,000	5,933,000
<b>Assigned:</b>							
Computer, software, fiber	757,950	-	-	-	-	-	757,950
Emergency management	201,360	-	-	-	-	-	201,360
Facilities and park improvements	1,380,400	-	-	-	-	-	1,380,400
Planning support - Coffee Creek	2,058,762	-	-	-	-	-	2,058,762
Interfund loans - infrastructure	1,700,000	-	-	-	-	-	1,700,000
Capital projects	-	-	-	-	-	7,278,196	7,278,196
Street maintenance and improve	-	-	-	-	-	1,819,766	1,819,766
Capital asset needs - buses	-	-	1,053,084	-	-	-	1,053,084
Operational support	-	1,726,377	457,774	-	-	-	2,184,151
<b>Total Assigned</b>	<b>6,098,472</b>	<b>1,726,377</b>	<b>1,510,858</b>	<b>-</b>	<b>-</b>	<b>9,097,962</b>	<b>18,433,669</b>
<b>Unassigned</b>	<b>4,406,127</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>4,406,127</b>
	<b>\$ 14,922,245</b>	<b>\$ 4,974,922</b>	<b>\$ 2,471,858</b>	<b>\$ 3,441,045</b>	<b>\$ 3,562,379</b>	<b>\$ 17,819,503</b>	<b>\$ 47,191,952</b>

### Use of Estimates

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

## 2. STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY

### ***Budgetary Information***

Annual budgets for all funds are adopted on a basis consistent with Oregon Revised Statutes (ORS 294 – Local Budget Law). The process under which the budget is adopted is described in the following paragraphs.

Each April, the City Manager submits a proposed budget to the Budget Committee (consisting of the City Council and an equal number of citizens of the City). The City is required to budget all funds. The City’s budget is prepared for each fund on the modified accrual basis of accounting with Proprietary Fund types adjusted for year-end accrued compensated absences. For all fund types, inter-fund loans are budgeted as sources and uses in accordance with state budget laws. Estimated receipts and expenditures are budgeted for by fund and object. Information on the past two years’ actual revenues and expenditures and current-year estimates are included in the budget document.

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

The City Council legally adopts the budget by resolution before July 1, as per ORS 294.456. The program level is the legal level of budgetary control. The budget is adopted and monitored at the program level for each fund as displayed below.

<b><u>General Fund</u></b>			
Administration	Finance	Information Services	Geographical Information Services
Legal	Human Resources	Public Works Administration	Building Maintenance
Parks Maintenance	Parks and Recreation	Senior Programs	Library
Law Enforcement	Municipal Court	Transfers to Other Funds	Contingency
<b><u>Community Development Fund</u></b>			
CD Administration	Engineering	Building	Planning
Natural Resources/Stormwater Mgmt	Finance	Transfers to Other Funds	Contingency
<b><u>Transit Fund</u></b>			
Transit	Finance	Human Resources	Road Operating
Building Maintenance	Transfers to Other Funds	Contingency	
<b><u>Road Operating Fund</u></b>			
Road Operating	Human Resources	Transfers to Other Funds	Contingency
<b><u>Road Maintenance Fund</u></b>			
Finance	Transfer to Other Funds	Contingency	
<b><u>Water Operating Fund</u></b>			
Water Distributions and Sales	Water Treatment	Finance	Human Resources
Debt Service	Transfers to Other Funds	Contingency	
<b><u>Sewer Operating Fund</u></b>			
Sewer Collection	Sewer Treatment	Sewer Pretreatment	Finance
Debt Service	Transfers to Other Funds	Contingency	
<b><u>Street Lighting Operatin Fund</u></b>			
Street Lighting	Transfers to Other Funds	Contingency	
<b><u>Stormwater Fund</u></b>			
Natural Resources/Stormwater Mgmt	Stormwater Maintenance	Finance	Human Resources
Transfers to Other Funds	Contingency		
<b><u>Fleet Service Fund</u></b>			
Fleet	Human Resources	Transfers to Other Funds	Contingency
<b><u>Debt Service Fund</u></b>			
Debt Service			
<b><u>Water, Sewer, Streets, Stormwater, Building and Parks Capital Projects Fund</u></b>			
Capital Projects	Transfers to Other Funds	Contingency	
<b><u>Water, Sewer, Street, Stormwater and Parks Development Charges</u></b>			
Finance	Transfers to Other Funds	Contingency	

The City Council may change the budget throughout the year by transferring appropriations between levels of control and by adopting supplemental budgets as authorized by Oregon Revised Statutes. 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 approval by the City Council. Expenditure appropriations may not be legally over-expended except in the case of grant receipts that could not be reasonably estimated at the time the budget was adopted and for debt service on new debt issued during the budget year. During the fiscal year ended June 30, 2014, City Council approved three supplemental budget resolutions that increased appropriations for increased revenues. The Urban Renewal Agency Board also approved two supplemental resolutions during the fiscal year.

**Excess of Expenditures over Appropriations**

According to Oregon statute, the budget is monitored at the level of adopted appropriation. A fund that has identifiable programs are adopted and monitored at the program level. Funds that do not have identifiable programs are monitored at the major category level. The below listed programs and/or funds had expenditures in excess of adopted appropriations. The over expenditures were all funded through available fund balances.

Governmental Funds:		
Urban Renewal Year 2000 Plan Capital Projects Fund		
Materials and services	\$	30,672
Urban Renewal Year 2000 Debt Service Fund		
Debt Service		2,498,935
Urban Renewal West Side Debt Service Fund		
Debt Service		1,352,080

**3. DETAILED NOTES ON ALL FUNDS**

**Pooled Deposits and Investments**

The City maintains a cash management pool for its cash and investments in which each fund participates. Interest earnings are distributed monthly based on average daily balances.

**THE FOOTNOTES BASED ON THE ABOVE TABLE:**

Cash and investments are comprised of the following at June 30, 2014

Petty cash	\$	1,270
Deposits with financial institutions		3,245,093
Investments:		
Commercial paper and corporate bonds	\$	17,189,182
US agency/State of Oregon obligations		8,706,665
Local government investment pool		47,126,798
Total Investments		<u>73,022,645</u>
Total pooled cash and investments	\$	<u><u>76,269,009</u></u>

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

Cash and investments	\$	60,305,916
Restricted assets - cash and investments		15,963,093
	\$	<u><u>76,269,009</u></u>

The City participates in the State of Oregon Local Investment Pool (LGIP or Pool) which is an open-ended, no-load diversified portfolio created under ORS 294.805 to 294.895 and is not registered with the U.S. Securities and Exchange Commission as an investment company. The State Treasurer is the investment officer for the Pool and is responsible for all funds in the Pool. These funds must be invested and managed, like that of a prudent investor, exercising reasonable care, skill, and caution. Investments in the fund are further governed by portfolio guidelines issued by the Oregon Short-term Funds Board, which establish diversification percentages and specify the types and maturities of investments. The Oregon Audits Division of the Secretary of State's Office audits the Pool annually. The Division's report on the Pool as of and for the year ended June 30, 2014 was unmodified and may be obtained at the Oregon State Treasury, 350 Winter St. NE, Ste 100, Salem, OR 97310.

The City's position in pool at June 30, 2014 is stated at cost which approximates fair value.

### **Deposits**

The City's cash is pooled with the Urban Renewal Agency's cash. For deposits in excess of federal depository insurance (currently limited to balances less than \$250,000) Oregon Revised Statute 295 requires a multiple financial institution collateral pool for balances in excess of FDIC insurance. As a result, all balances over the \$250,000 FDIC limit are collateralized. At June 30, 2014, the deposits with various financial institutions had a book value and bank value of \$3,245,093. Of these deposits, \$500,000 was covered by federal depository insurance.

### **Cash and Investments**

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

### **Credit Risk**

As required by the City's investment policy, which adheres to the State of Oregon statutes, at the time of purchase all investments were rated A1 through AAA by the Moody's Investor Services or Standard and Poor's reporting agencies. Due to recent downgrades by the rating agencies, however, some of the investments are now rated lower than when originally purchased. The State of Oregon Local Government Investment Pool is not rated.

At June 30, 2014, the City's investments were rated as follows:

	<b>Commercial Paper And Corporate Bonds</b>	<b>Municipal and US Agency Corporations</b>	<b>Local Govt Investment Pool</b>
AAA	\$ -	\$ 8,441,413	\$ -
AA3	502,480	-	-
AA	-	265,252	-
A3	5,148,670	-	-
A2	3,668,277	-	-
A1	5,848,795	-	-
BAA1	2,020,960	-	-
Unrated	-	-	47,126,798
	<u>\$ 17,189,182</u>	<u>\$ 8,706,665</u>	<u>\$ 47,126,798</u>

### **Concentration of Credit Risk**

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

### **Interest Rate Risk**

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

Using the segmented time distribution method, investments maturities as of June 30, 2014 are as follows:

	<u>Less than 6 Months</u>	<u>6-12 Months</u>	<u>12-18 Months</u>	<u>Total</u>
Commercial Paper and Corporate Bonds	\$ 6,050,820	\$ 3,160,631	\$ 7,977,730	\$ 17,189,182
Municipal and US Agency Corporations	2,501,197	1,205,992	4,999,476	8,706,665
Local Govt Investment Pool	47,126,798	-	-	47,126,798
	<u>\$ 55,678,815</u>	<u>\$ 4,366,623</u>	<u>\$ 12,977,206</u>	<u>\$ 73,022,645</u>

#### RECEIVABLES

Receivables as of year-end for the City's individual major funds and non-major funds in the aggregate, net of applicable allowances for uncollectible accounts are as follows:

	<u>Interest</u>	<u>Accounts</u>	<u>Taxes</u>	<u>Other</u>	<u>Notes</u>	<u>Total</u>
General Fund	\$ 41,135	\$ 401,353	\$ 348,330	\$ -	\$ -	\$ 790,818
Community Development	22,642	-	-	-	-	22,642
Transit	-	1,177,530	-	-	-	1,177,530
Urban Renewal Year 2000 Debt Service	6,847	-	287,247	-	-	294,094
Urban Renewal West Side Debt Service	2,973	-	195,293	-	-	198,266
Other non-major governmental funds	36,870	165,655	23,660	-	176,136	402,321
Water	11,677	712,516	-	243,768	419,041	1,387,002
Sewer	60,443	670,708	-	1,662	11,641	744,454
Stormwater	-	132,650	-	-	-	132,650
Street Lighting	-	40,678	-	-	-	40,678
Fleet Internal Service Fund	3,247	-	-	-	-	3,247
Total by receivable	<u>\$ 185,834</u>	<u>\$ 3,301,090</u>	<u>\$ 854,530</u>	<u>\$ 245,430</u>	<u>\$ 606,818</u>	<u>\$ 5,193,702</u>

#### Uncollectible Receivables

Receivables of the City's activities are reported net of uncollectible amounts. Total uncollectible amounts related to receivables of the current period are as follows:

	<u>Governmental Activities</u>	<u>Business-type Activities</u>
Water sales	\$ -	\$ 67,138
Sewer sales	-	47,972
Street light fees	-	4,613
Stormwater fees	-	10,766
Road maintenance fees	9,102	-
Total allowance for uncollectibles	<u>\$ 9,102</u>	<u>\$ 130,489</u>

#### Deferred/Unearned Revenues

Governmental funds, under the modified accrual basis of accounting, accrue deferred revenue for revenue amounts unearned or unavailable. Government-wide reporting, as well as in proprietary funds, use full accrual account and report only unearned revenue. Unavailable revenue (deferred inflows) results in connection with receivables for revenues that are not considered to be available to liquidate liabilities of the current period. Unearned revenue result in connection with resources that have been received, but not yet earned.

At the end of the current fiscal year, the various components of unavailable (deferred inflow) and unearned revenue in the governmental funds were as follows:

	<u>Deferred Inflow</u>	<u>Unearned</u>
Delinquent property taxes receivable:		
General Fund	\$ 295,477	\$ -
Debt Service Fund	20,265	-
Urban Renewal Year 2000 Plan Debt Service Fund	244,465	-
Urban Renewal West Side Plan Debt Service Fund	164,620	-
Cash collected prior to meeting revenue recognition:		
Operations (General Fund)	-	108,896
Operations (Community Development Fund)	-	206,018
Total	<u>\$ 724,827</u>	<u>\$ 314,914</u>

The sole component of unearned revenue in the proprietary funds existed in the Water Fund for \$31,578 and represented on-account payments by customers to be used as payment on future utility bills.

### **Capital Assets**

Capital asset activity for governmental activities, including the internal service Fleet Fund, for the year ended June 30, 2014 was as follows:

<u>Description</u>	<u>Beginning Balance</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending Balance</u>
Land	\$ 78,343,152	\$ 7,707,048	\$ -	86,050,200
Works of art	540,488	11,500	-	551,988
Easements	1,327,598	1,659,535	(5,000)	2,982,133
Construction In Progress	6,296,869	2,172,674	(4,683,641)	3,785,902
Total non-depreciable	<u>86,508,107</u>	<u>11,550,757</u>	<u>(4,688,641)</u>	<u>93,370,223</u>
Buildings & improvements	26,187,947	130,549	-	26,318,496
Land improvement	9,388,356	3,237,555	(2,178,347)	10,447,564
Machinery & equipment	2,935,629	66,650	(61,985)	2,940,294
Vehicles	3,697,931	914,467	(372,157)	4,240,241
Software	493,330	73,054	(104,856)	461,528
Infrastructure	180,647,942	2,461,301	(198,573)	182,910,670
Total depreciable	<u>223,351,135</u>	<u>6,883,577</u>	<u>(2,915,918)</u>	<u>227,318,793</u>
Accumulated depreciation				
Buildings & improvements	(5,599,348)	(750,139)	-	(6,349,487)
Land improvement	(2,579,766)	(365,111)	61,936	(2,882,942)
Machinery & equipment	(1,741,884)	(321,207)	57,222	(2,005,870)
Vehicles	(2,055,180)	(349,597)	332,365	(2,072,412)
Software	(275,776)	(27,872)	60,087	(243,562)
Infrastructure	(88,668,491)	(4,719,453)	-	(93,387,944)
Total accumulated depreciation	<u>(100,920,445)</u>	<u>(6,533,380)</u>	<u>511,609</u>	<u>(106,942,217)</u>
Governmental activities capital assets, net	<u>\$ 208,938,797</u>	<u>\$ 11,900,954</u>	<u>\$ (7,092,950)</u>	<u>\$ 213,746,799</u>

Changes in capital assets per the previous table are net of transfers between functional programs. Total depreciation expense includes amortization of intangible assets. Depreciation expense was charged to functions as follows:

General government	\$ 75,221
Public safety	6,274
Transportation	513,087
Public works	5,502,007
Culture and recreation	432,063
Community development	4,728
Total depreciation for governmental activities	<u>\$ 6,533,380</u>

The capital asset ending balance of \$213,746,799, as noted above, less related debt of \$35,595,000, plus unspent bond proceeds of \$4,412,053 is equal to the net position amount invested in capital assets of \$182,563,852 as displayed on the Statement of Net Position.

Capital asset activity for business-type activities for the year ended June 30, 2014 was as follows:

Description	Beginning			Ending Balance
	Balance	Increases	Decreases	
Land	\$ 1,812,159	\$ -	\$ -	\$ 1,812,159
Easements	2,282,681	1,500,882	-	3,783,563
Construction In Progress	36,761,451	9,480,761	(45,525,948)	716,264
Total non-depreciable	<u>40,856,291</u>	<u>10,981,643</u>	<u>(45,525,948)</u>	<u>6,311,986</u>
Buildings & improvements	30,427,628	10,917,000	-	41,344,628
Land improvement	412,139	25,982,490	-	26,394,629
Machinery & equipment	1,758,258	7,381,832	-	9,140,090
Vehicles	13,367	-	-	13,367
Software	9,400	-	-	9,400
Infrastructure	108,764,853	6,195,885	(90,786)	114,869,952
Total depreciable	<u>141,385,645</u>	<u>50,477,206</u>	<u>(90,786)</u>	<u>191,772,066</u>
Accumulated depreciation				
Buildings & improvements	(8,764,923)	(786,043)	-	(9,550,966)
Land improvement	(108,028)	(53,021)	-	(161,049)
Machinery & equipment	(971,494)	(115,052)	-	(1,086,546)
Vehicles	(7,199)	(1,337)	-	(8,536)
Software	(2,843)	(940)	-	(3,783)
Infrastructure	(50,832,409)	(2,726,026)	62,037	(53,496,398)
Total accumulated depreciation	<u>(60,686,896)</u>	<u>(3,682,419)</u>	<u>62,037</u>	<u>(64,307,278)</u>
Business type activities, net	<u>\$ 121,555,040</u>	<u>\$ 57,776,430</u>	<u>\$ (45,554,697)</u>	<u>\$ 133,776,774</u>

Total depreciation expense includes amortization of intangible assets. Depreciation expense for business-type activities is charged to functions as follows:

Depreciation expense for business-type activities is charged to functions as follows:	
Water	\$ 1,665,587
Sewer	935,880
Stormwater	1,005,716
Street lighting	75,236
Total depreciation for business-type activities	<u>\$ 3,682,419</u>

The capital asset ending balance of \$133,776,774, as noted above, less related debt of \$48,510,000, and less \$1,175,794 from unamortized bond premiums/discount, plus \$365,942 from unamortized bond defeasement, is equal to the net position amount invested in capital assets of \$84,456,922 as displayed on the Statement of Net Position.

### **Interfund Transfers, Receivables and Payables**

The interfund transfer activity for fiscal year ended June 30, 2014 is as follows:

	<u>Transfers From Other Fund</u>	<u>Transfers To Other Funds</u>
Governmental Funds:		
General Fund	\$ 52,500	\$ 1,186,805
Community Development Fund	229,000	18,900
Transit Fund	-	23,756
Other Governmental Funds	<u>3,710,374</u>	<u>2,436,060</u>
Total Governmental Funds	<u>3,991,874</u>	<u>3,665,521</u>
Proprietary Funds:		
Enterprise Funds:		
Water Fund	-	51,532
Sewer Fund	-	51,532
Stormwater Fund	-	22,616
Streetlight Fund	-	198,573
Total Enterprise Funds	-	<u>324,253</u>
Fleet Internal Service Fund	-	2,100
Total Proprietary Funds	-	<u>326,353</u>
Total transfer activity	<u>\$ 3,991,874</u>	<u>\$ 3,991,874</u>

Interfund transfers are used to pay administrative services, contribute toward the cost of capital projects and provide operational resources.

On the Statement of Activities, interfund transfer amounts also include capital asset transfers between governmental activities and business-type activities. The \$1,879,320 transfer amount listed on the Statement of Activities includes \$2,203,573 in capital asset transfers from governmental activities to business-type activities, net the \$324,253 in other interfund transfers from enterprise fund, business-type activities to governmental activities, as detailed in the chart above. On the Proprietary Fund Statement of Revenues, Expenses, and changes in Net Position, the \$2,203,573 in capital assets transferred in are reported as part of capital contributions in the enterprise funds.

In June 2014, the General Fund loaned \$2,500,000 to the Urban Renewal Year 2000 Debt Service Fund and \$2,000,000 to the Urban Renewal Westside Debt Service Fund. This overnight funding strategy enabled the Urban Renewal Funds to access property tax revenues for construction projects that will begin in early FY2014-15. By borrowing the funds directly from the General Fund versus a "du jour" bank loan, the Urban Renewal Districts were able to save significantly on loan processing costs.

### **Long-Term Obligations**

In the following tables, long-term debt information is presented separately with respect to governmental and business-type activities. The following table presents current year changes in those obligations and the current portions due for each issue. The internal service Fleet Fund predominately serves the governmental funds. Accordingly, at year end, \$34,087 of the total Fleet Fund's compensated absences are included in the below amounts. Also, for the governmental activities, claims and judgments, and compensated absences are generally liquidated within each operating fund.

	Balance			Balance		Due In Subsequent Year
	July 1, 2013	Increase	Decrease	June 30, 2014		
<b>GOVERNMENTAL ACTIVITIES</b>						
Compensated absences	\$ 574,145	\$ 545,415	\$ (557,350)	\$ 562,210	\$ 268,111	
General Obligation Bonds						
Series 2001	1,015,000	-	(320,000)	695,000	340,000	
Tax Increment						
Urban Renewal, Year 2000 District						
Series 2003 Bonds	1,177,000	-	(1,177,000)	-	-	
Series 2005 Bonds	2,410,000	-	(1,180,000)	1,230,000	1,230,000	
Series 2010 Bonds	7,100,000	-	(290,000)	6,810,000	305,000	
BofA Short-Term	-	2,500,000	(2,500,000)	-	-	
Urban Renewal, West Side District						
Series 2009 Bonds	8,555,000	-	(375,000)	8,180,000	395,000	
Series 2011 Long-Term	4,665,000	-	(175,000)	4,490,000	185,000	
Series 2012 Long-Term	7,710,000	-	(295,000)	7,415,000	305,000	
Series 2013 Long-Term	7,000,000	-	(225,000)	6,775,000	255,000	
General Fund DuJour	-	2,000,000	(2,000,000)	-	-	
Total Notes and Bonds	39,632,000	4,500,000	(8,537,000)	35,595,000	3,015,000	
Total Governmental Activities	\$ 40,206,145	\$ 5,045,415	\$ (9,094,350)	\$ 36,157,210	\$ 3,283,111	

### **General Obligation Bonds**

General obligation bonds are direct obligations and pledge full faith and credit of the City. The City issues general obligation bonds to provide funds for the acquisition and construction of major capital facilities.

The City issued \$4,000,000 of General Obligation bonds dated July 1, 2001 to finance the expansion of the City's public library. Interest rates on the bonds range from 4.00 to 4.80% and the final maturity date is January 1, 2016. The outstanding balance on these bonds at June 30, 2014 is \$695,000.

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

Year Ending June 30,	Principal	Interest
2015	\$ 340,000	\$ 33,360
2016	355,000	17,040
Totals	\$ 695,000	\$ 50,400

### **Urban Renewal Tax Increment**

*Year 2000 Plan District, Series 2005*

In August 2005, the City issued Urban Renewal revenue bonds with an interest rate of 4.25% in the total amount of \$10,000,000. The final maturity will be in June 2015. The principal balance outstanding on the bonds at June 30, 2014 is \$1,230,000.

Year Ending June 30,	Principal	Interest
2015	\$ 1,230,000	\$ 52,275
Totals	\$ 1,230,000	\$ 52,275

*Year 2000 Plan District, Series 2010*

In December 2010, the City issued Urban Renewal revenue bonds with an interest rate of 4.35% in the total amount of \$8,000,000. The final maturity will be in June 2025. The principal balance outstanding on the bonds at June 30, 2014 is \$6,810,000.

Year Ending June 30,	Principal	Interest
2015	\$ 305,000	\$ 289,425
2016	315,000	276,463
2017	330,000	263,075
2018	345,000	249,050
2019	360,000	234,388
2020-2024	2,025,000	930,538
2025	3,130,000	133,025
Totals	<u>\$ 6,810,000</u>	<u>\$ 2,375,963</u>

*West Side District-Series 2009*

In February 2009, the City issued Urban Renewal revenue bonds for the Urban Renewal West Side District. The issue, in the amount of \$10,000,000, carries an interest rate of 4.9%. The final maturity will be December 2023. The balance outstanding as of June 30, 2014 is \$8,180,000.

Year Ending June 30,	Principal	Interest
2015	\$ 395,000	\$ 391,143
2016	415,000	371,298
2017	435,000	350,473
2018	455,000	326,668
2019	475,000	305,883
2020-2024	6,005,000	1,066,855
Totals	<u>\$ 8,180,000</u>	<u>\$ 2,812,320</u>

*West Side District-Series 2011*

In June 2011, the Agency converted a short-term, interest only line of credit to long-term debt. The issue, in the amount of \$5,000,000, carries an interest rate of 4.65%. The final maturity will be June 2026. The balance outstanding at June 30, 2014 is \$4,490,000.

Year Ending June 30,	Principal	Interest
2015	\$ 185,000	\$ 197,560
2016	190,000	189,420
2017	200,000	181,060
2018	210,000	172,260
2019	220,000	163,020
2020-2024	1,235,000	663,080
2025-2026	2,250,000	185,680
Totals	<u>\$ 4,490,000</u>	<u>\$ 1,752,080</u>

*West Side District-Series 2012*

In June 2012, the Agency converted a short-term, interest only line of credit to long-term debt. The issue, in the amount of \$8,000,000, carries an interest rate of 3.40%. The final maturity will be June 2027. The balance outstanding at June 30, 2014 is \$7,415,000.

<u>Year Ending June 30,</u>	<u>Principal</u>	<u>Interest</u>
2015	\$ 305,000	\$ 244,695
2016	320,000	234,630
2017	330,000	224,070
2018	340,000	213,180
2019	350,000	201,960
2020-2024	1,930,000	828,795
2025-2028	3,840,000	337,590
Totals	<u>\$ 7,415,000</u>	<u>\$ 2,284,920</u>

*West Side District-Series 2013*

In June 2013, the Agency converted a short-term, interest only line of credit to long-term debt. The issue, in the amount of \$7,000,000, carries an interest rate of 3.499%. The final maturity will be June 2028. The balance outstanding at June 30, 2014 is \$6,775,000.

<u>Year Ending June 30,</u>	<u>Principal</u>	<u>Interest</u>
2015	\$ 255,000	\$ 237,125
2016	265,000	228,200
2017	275,000	218,925
2018	285,000	209,300
2019	295,000	199,325
2020-2024	1,640,000	834,225
2025-2028	3,760,000	448,175
Totals	<u>\$ 6,775,000</u>	<u>\$ 2,375,275</u>

**Business-Type Activities**

	Balance			Balance	
	July 1, 2013	Increase	Decrease	June 30, 2014	Due In Subsequent Year
<b>BUSINESS-TYPE ACTIVITIES</b>					
Compensated absences	\$ 46,488	\$ 45,011	\$ (42,152)	\$ 49,347	\$ 20,907
Water Revenue Bonds					
Series 2006	6,680,000	-	(850,000)	5,830,000	880,000
Full Faith and Credit Bonds					
Water Series 2007	5,285,000	-	(575,000)	4,710,000	600,000
Sewer Series 2006	1,820,000	-	(580,000)	1,240,000	605,000
Sewer Series 2011	38,340,000	-	(1,610,000)	36,730,000	1,645,000
Total Notes and Bonds	52,125,000	-	(3,615,000)	48,510,000	3,730,000
Total Business-type Activities	\$ 52,171,488	\$ 45,011	\$ (3,657,152)	48,559,347	\$ 3,750,907
				Unamortized bond premium	1,175,794
				Due in current year	(3,750,907)
				Total noncurrent liabilities	\$ 45,984,234

**Revenue Bonds**

*Water System Revenue Refunding Bonds, Series 2006*

In April 2006 \$9,325,000 was issued to advance refund a portion of the Series 2000 Water System Revenue Bonds. The interest rates range from 3.50% to 4.00%. Final maturity is June 1, 2020. Water operating revenues and a portion of water system development charges are pledged to repay the debt. At June 30, 2014 the outstanding balance is \$5,830,000.

Year Ending June 30,	Principal	Interest
2015	\$ 880,000	\$ 229,170
2016	915,000	196,170
2017	950,000	161,400
2018	990,000	123,400
2019	1,025,000	83,800
2020	1,070,000	42,800
Totals	\$ 5,830,000	\$ 836,740

**Full Faith and Credit Bonds**

*Full Faith and Credit Revenue Refunding Bonds, Series 2007*

In December 2007 the City issued \$7,875,000 to refinance a debt issued in 2000. The original debt was used to construct a water treatment plant facility. The current debt interest rate is 3.85%. Final maturity is December 1, 2020. The outstanding balance at June 30, 2014 is \$4,710,000. The full faith and credit of the City is pledged, however management intends to repay the debt from water operating revenues.

Year Ending June 30,	Principal	Interest
2015	\$ 600,000	\$ 169,785
2016	620,000	146,300
2017	650,000	121,853
2018	670,000	96,443
2019	695,000	70,166
2020-2021	1,475,000	57,269
Totals	\$ 4,710,000	\$ 661,815

*Oregon Local Governments Full Faith and Credit Obligations, (Sewer) Series 2006*

In April 2006 the City issued \$5,295,000 to refinance a debt issued in 1996. The original debt was used to construct a wastewater treatment facility. The current debt interest rates range from 4.00% to 4.25%. Final maturity is December 1, 2015. The outstanding balance at June 30, 2014 is \$1,240,000. The full faith and credit of the City is pledged, however management intends to repay the debt from sewer operating revenues.

Annual debt service requirements to maturity for full faith and credit bonds are as follows:

Year Ending June 30,	Principal	Interest
2015	\$ 605,000	\$ 39,844
2016	635,000	13,494
Totals	\$ 1,240,000	\$ 53,338

*Full Faith and Credit Revenue Refunding Bonds, Series 2011*

In December 2011 the City issued \$38,940,000 to finance the Waste Water Treatment Plant rehabilitation project. The current debt interest rate is 3.45%. Final maturity is December 1, 2031. The outstanding balance at June 30, 2014 is \$36,730,000. The full faith and credit of the City is pledged, however management intends to repay the debt from water operating revenues.

Year Ending June 30,	Principal	Interest
2015	\$ 1,645,000	\$ 1,298,363
2016	1,675,000	1,265,463
2017	1,725,000	1,215,213
2018	1,780,000	1,163,463
2019	1,850,000	1,092,263
2020-2024	10,320,000	4,393,563
2025-2029	12,185,000	2,523,113
2030-2031	5,550,000	335,200
Totals	\$ 36,730,000	\$ 13,286,638

## Restricted Assets

The balances of the restricted cash and investment accounts are as follows:

	<u>Governmental</u>	<u>Business-type</u>
<b>Debt service reserves:</b>		
Urban Renewal (Yr 2000 Plan) - 2005 Issue	\$ 1,000,000	\$ -
Urban Renewal (Yr 2000 Plan) - 2010 B of A	603,025	-
Urban Renewal (West Side Plan) - 2009 Issue	796,835	-
Urban Renewal (West Side Plan) - 2011 Issue	373,920	-
Urban Renewal (West Side Plan) - 2012 Issue	549,848	-
Urban Renewal (West Side Plan) - 2013 Issue	497,300	-
<b>System development charges:</b>		
Water	-	1,309,093
Sewer	-	6,618,988
Stormwater	-	1,124,868
<b>Oregon Dept of Transportation Cash Accounts:</b>		
Account #11033: Barber Street and Kinsman Rd		
Water SDC	-	48,068
Sewer SDC	-	20,296
Street SDC	153,443	-
Account #11034: I-5 & Wilsonville Rd		
Urban Renewal CIP (Year 2000 Plan)	72,723	-
<b>Deposits:</b>		
CD Fund -Villebois Parks	144,160	-
CD Fund -CD Deposits	3,200	-
General Fund-Parks Reservation Deposits	24,500	-
Water Fund-Deposits	-	13,985
<b>Grants and contributions:</b>		
General Fund - Donations	23,784	-
General Fund - PEG Fees	120,886	-
Community Development - inspection program	2,464,170	-
	<u>\$ 6,827,794</u>	<u>\$ 9,135,299</u>

## 4. OTHER INFORMATION

### ***Risk Management***

The City is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The City is a member of CIS Employee Benefits, a public entity risk pool currently operating a common risk management and insurance program. The City pays an annual premium to CIS Employee Benefits for insurance coverage. Based on the experience of the City and CIS Employee Benefits, the City may be liable for an additional premium of up to approximately 20% of its initial premium or it may receive a refund. The City has never had to pay an additional premium. Predetermined limits and deductible amounts are stated in the policy.

### ***Subsequent Events***

Management has evaluated subsequent events through November 10, 2014, 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.

### **Contingent Liabilities**

The City is contingently liable with respect to lawsuits and other claims incidental to the ordinary course of its operations. Management intends to vigorously contest these matters and does not believe their ultimate resolution will have a material effect upon the City's financial position, results of operations, or cash flows.

### **Property Tax Limitation**

The State of Oregon has a constitutional limit on property taxes for governmental operations. Under the limitation, tax revenue is separated into those for public schools and those for local governments other than public schools. The limitation specifies a maximum rate for all local government operations of \$10.00 per \$1,000 of real market value, while schools are similarly limited to a \$5.00 maximum rate. Local government taxes in the City currently do not exceed the \$10.00 rate limit; however, this limitation may affect the availability of future tax revenues for the City.

In May 1997, voters approved Measure 50 which rolled back assessed values to 90% of 1995-96 and limits future increases of taxable assessed values to 3% per year except for major improvements. Tax rates are now fixed and not subject to change. Voters may approve local initiatives above the fixed rate provided a majority approves at either (1) a general election in an even numbered year, or (2) at any other election in which at least 50% of registered voters cast a ballot.

### **Pension Plans - Oregon Public Employees Retirement System**

#### Plan Description

The City contributes to two pension plans administered by the Oregon Public Employees Retirement System (PERS). The Oregon Public Employees Retirement Fund (OPERF) applies to the City's contribution for qualifying employees who were hired before August 29, 2003, and is a cost-sharing multiple-employer defined benefit pension plan. The Oregon Public Service Retirement Plan (OPSRP) is a hybrid successor plan to the OPERF and consists of two programs: The Pension Program, the defined benefit portions of the plan applies to qualifying City employees hired after August 29, 2003, and to inactive employees who return to employment following a six-month or greater break in service. Benefits are calculated by a formula for members who attain normal retirement age. The formula takes into account final average salary and years of service. As of January 1, 2004, all PERS member contributions go into the Individual Account Program (IAP), the defined contribution portion of the plan. PERS members retain their existing PERS accounts, but any future member contributions are deposited into the member's IAP, not the member's PERS account.

Both PERS plans provide retirement and disability benefits, post-employment healthcare benefits, annual cost-of-living adjustments, and death benefits to plan members and beneficiaries. PERS is administered under Oregon Revised Statute Chapter 238, which establishes the Public Employees Retirement Board as the governing body of PERS. PERS issues a publicly available financial report that includes financial statements and required supplementary information. This report may be obtained by writing to Oregon Public Employees Retirement System, PO Box 23700, Tigard, Oregon 97281-3700 or by calling (503) 598-7377.

#### Funding Policy and Annual Pension Cost

Members of PERS are required to contribute 6% of their salary covered under the plan, which is invested in the OPSRP Individual Account Program. The employer is allowed to pay any or all of the employees' contribution in addition to the required employer's contribution. For the fiscal year ended June 30, 2013, the City contributed all of the 6% contribution on behalf of the employees. The City is required by ORS 235.225 to contribute at an actuarially determined rate for the qualifying employees under the OPERF plan, and a general service rate for the qualifying employees under the OPSRP plan. The City participates in the state and local government rate pool.

The OPERF and the OPSRP rates and the City's contributions to PERS for the current year and for each of the preceding two years are as follows:

	Fiscal Year Ending		
	2014	2013	2012
City contribution rate: OPERF	12.24%	12.24%	12.03%
City contribution rate: OPSRP	10.56%	10.56%	10.55%
Employee contribution paid by City	6.00%	6.00%	6.00%
Annual pension cost	\$ 1,510,300	\$ 1,444,282	\$ 1,451,336

The required contribution was determined as part of the actuarial valuation at December 31, 2013, using the entry age normal actuarial cost method. The fair market value method, excluding reserves, is used to determine the actuarial value of the plan's assets. Significant actuarial assumptions used in the valuation include: (i) consumer price inflation of 2.75% per year, (ii) healthcare cost inflation assumed at 6.1% in 2014, then decreasing to 4.7% in 2083; (iii) a rate of return on the future investment earnings of the assets of the members' regular accounts are assumed to accrue at an annual rate of 7.75% compounded annually; (iv) a rate of return on the future investment earnings of the members' variable accounts are assumed to accrue at an annual rate of 7.75%, compounded annually; (v) projected annual rate of wage inflation of 3.75%, compounded annually, excluding merit or longevity increases; (vi) unfunded actuarial liability is amortized on a level percentage of combined annual payroll on a closed group fixed term basis over twenty years.

#### ***Money Purchase Retirement Plan***

The City provides a money purchase retirement plan and trust created under Internal Revenue Code Section 414(h) for the benefit of eligible employees. Under the plan, the City contributes 3% of the employee's compensation into the trust. Eligible employees are those who have worked at least six months, are not covered by a collective bargaining agreement, and are not municipal court judges. At June 30, 2014, 56 participants were active in the plan including 44 active participants that are fully vested interest. Total assets, including non-active participants, held by the trust were \$1,140,349 including \$1,056,126 for fully vested participants. Participant's interests in the plan vest ratably over a five-year period. Benefits commence within a reasonable time after termination of employment.

#### ***Deferred Compensation Plans***

The City has three deferred compensation trust plans created in accordance with Internal Revenue Code Section 457. The trusts hold assets for the exclusive benefit of plan participants and their beneficiaries.

#### ***Other Post-Employment Benefits (OPEB)***

##### **City Healthcare Plan**

Plan Description: As required by ORS 243.303, the City provides retirees the same group health and dental insurance as provided to current employees from the date of retirement to the age of 65 when retirees and spouses typically become eligible for Medicare. The City, however, does not pay directly for any portion of its retirees health care or life insurance coverages.

The City's defined benefit postemployment healthcare plan is administered by City County Insurance Services (CIS), an agent multiple-employer healthcare provider. All medical or dental coverages offered by the City to its employees and retirees are community rated. CIS issues a publicly available financial report that includes financial statements and required supplementary information. This report may be obtained by writing to CIS, 1212 Court Street NE, Salem, OR 97301, or by accessing the CIS website at [www.cisoregon.org](http://www.cisoregon.org).

The City implemented GASB 45, *Accounting and Financial Reporting by Employers for Postemployment Benefits Other Than Pension* prospectively beginning in fiscal year June 30, 2009. GASB 45 paragraph 13.a.(2) offers an exemption from measuring an implicit subsidy under certain conditions for employers participating in community rated health care coverages. A qualified independent review, completed in August 2011, has determined that the City's health care coverages are community rated and a GASB 45 valuation is not required based on this exemption.

##### **Retirement Health Insurance Account Plan**

Plan Description The City contributes to the Oregon Public Employees Retirement Systems' (OPERS) Retiree Health Insurance Account (RHIA), a cost-sharing multiple-employer defined benefit post-employment healthcare plan administered by the Oregon Public Employees Retirement Board (OPERB). RHIA pays a monthly contribution toward the cost of Medicare companion health insurance premiums of eligible retirees. The plan, which was established under Oregon Revised Statutes 238.420, provides a payment of up to \$60 per month towards the costs of health insurance for eligible PERS retirees. RHIA post-employment benefits are set by state statute. A comprehensive annual financial report of the funds administered by the OPERB may be obtained by writing to Oregon Public Employees Retirement System, P.O. Box 23700, Tigard, OR 97281-3700 or by accessing the PERS web site at [www.oregon.gov/PERS/](http://www.oregon.gov/PERS/).

Funding Policy Participating employers are contractually required to contribute at a rate assessed bi-annually by the OPERB, currently 0.59% of annual covered payroll for Tier 1/Tier 2, and .49% for OPSRP. The OPERB sets the employer contribution rate based on the annual required contribution of the employers (ARC), an amount actuarially determined in accordance with the parameters of GASB Statement 45. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover normal cost each year and amortize any unfunded actuarial liabilities (or funding excess) of the plan over a period not to exceed thirty years. The City's contributions to PERS' RHIA for the year ended June 30, 2013, was \$45,750, which equaled the required contributions for that year.

***Encumbrance Accounting***

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

***GASB Pronouncements Implemented***

GASB Statement No. 69 "Government Combinations and Disposals of Government Operations." The statement establishes accounting and financial reporting standards related to government combinations and disposals of government operations. The statement is effective for fiscal years beginning after December 15, 2013. The statement was implemented in the current year.

GASB Statement No. 70 "Accounting and Financial Reporting for Non-exchange Financial Guarantees." The objective of the statement is to improve accounting and financial reporting by State and local governments that extend and receive non-exchange financial guarantees. The statement is effective for fiscal years beginning after June 15, 2013. The statement was implemented in the current year.

GASB Statement No. 71 "Pension Transition for Contributions Made Subsequent to the Measurement Date". The statement amends transition provisions of GASB Statement No. 68, establishes accounting and financial reporting standards for recognition of contributions made between the measurement date of the net pension liability and implementation of GASB Statement No. 68. The statement is effective for fiscal years beginning after June 15, 2014.

The City will implement new GASB pronouncements no later than the required fiscal year. Management has not determined the effect on the financial statements from implementing any of the pronouncements.

GASB Statement No. 68 "Accounting and Reporting for Pension Plans—an amendment of GASB Statement No. 27." The statement establishes accounting and financial reporting requirements related to pensions provided by governments. The statement is effective for fiscal years beginning after June 15, 2014.

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**REQUIRED SUPPLEMENTARY INFORMATION**

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**CITY OF WILSONVILLE, OREGON**  
**General Fund**  
**Schedule of Revenues, Expenditures, and Changes in Fund Balances -**  
**Budget and Actual**  
*For the year ended June 30, 2014*

	Budgeted Amounts		Actual Amounts Budgetary	Variance With Final Budget Positive (Negative)
	Original	Final	Basis	
<b>REVENUES</b>				
Taxes	\$ 8,476,065	\$ 8,476,065	\$ 8,594,003	\$ 117,938
Intergovernmental	1,624,153	1,649,153	1,661,462	12,309
Licenses and permits	132,700	132,700	159,029	26,329
Charges for services	544,700	544,700	573,814	29,114
Fines and forfeitures	385,000	385,000	247,534	(137,466)
Investment revenue	105,000	105,000	78,859	(26,141)
Other revenues	139,900	139,900	173,356	33,456
Total revenues	<u>11,407,518</u>	<u>11,432,518</u>	<u>11,488,057</u>	<u>55,539</u>
<b>EXPENDITURES</b>				
Administration	1,274,065	1,299,065	1,103,629	195,436
Finance	1,250,665	1,250,665	1,146,152	104,513
Information Systems	618,220	659,220	639,509	19,711
Geographic Informatin Systems	232,370	232,370	219,723	12,647
Legal	505,240	505,240	462,193	43,047
Human Resources	586,802	586,802	484,239	102,563
Law Enforcement	3,894,956	3,894,956	3,768,385	126,571
Municipal Court	217,915	217,915	178,299	39,616
Public Works Administration	443,836	443,836	390,148	53,688
Building Maintenance	827,465	827,465	773,924	53,541
Parks Maintenance	1,097,733	1,097,733	886,905	210,828
Parks & Recreation General Services	591,497	591,497	468,736	122,761
Parks & Recreation Senior Programs	492,350	492,350	450,110	42,240
Library	1,633,430	1,633,430	1,536,307	97,123
Contingency	8,882,960	8,464,633	-	8,464,633
Total expenditures	<u>22,549,504</u>	<u>22,197,177</u>	<u>12,508,259</u>	<u>9,688,918</u>
Deficiency of revenues under expenditures	<u>(11,141,986)</u>	<u>(10,764,659)</u>	<u>(1,020,202)</u>	<u>9,744,457</u>
<b>OTHER FINANCING SOURCES (USES)</b>				
Proceeds of interagency loan	-	4,500,000	4,500,000	-
Payment of interagency loan	-	(4,500,000)	(4,500,000)	-
Transfers in	2,539,852	2,597,061	2,337,340	(259,721)
Transfers out	(1,194,100)	(1,628,636)	(1,186,805)	441,831
Total other financing sources (uses)	<u>1,345,752</u>	<u>968,425</u>	<u>1,150,535</u>	<u>182,110</u>
Net change in fund balances	<u>(9,796,234)</u>	<u>(9,796,234)</u>	<u>130,333</u>	<u>9,926,567</u>
Fund balances--beginning	<u>13,830,234</u>	<u>13,830,234</u>	<u>14,791,912</u>	<u>961,678</u>
Fund balances--ending	<u>\$ 4,034,000</u>	<u>\$ 4,034,000</u>	<u>\$ 14,922,245</u>	<u>\$ 10,888,245</u>

**CITY OF WILSONVILLE, OREGON**  
**Community Development Fund**  
**Schedule of Revenues, Expenditures, and Changes in Fund Balances -**  
**Budget and Actual**  
*For the year ended June 30, 2014*

	<u>Budgeted Amounts</u>		<u>Actual Amounts</u>	<u>Variance With Final Budget Positive (Negative)</u>
	<u>Original</u>	<u>Final</u>		
<b>REVENUES</b>				
Intergovernmental	\$ 25,000	\$ 25,000	\$ -	\$ (25,000)
Licenses and permits	2,036,553	2,036,553	2,166,047	129,494
Charges for services	722,750	835,150	889,272	54,122
Investment revenue	20,000	20,000	32,878	12,878
Other revenues	-	-	17,135	17,135
Total revenues	<u>2,804,303</u>	<u>2,916,703</u>	<u>3,105,332</u>	<u>188,629</u>
<b>EXPENDITURES</b>				
Finance	15,600	15,600	11,725	3,875
Community Development Administration	750,770	750,770	619,619	131,151
Engineering	1,290,406	1,290,406	1,217,950	72,456
Building Inspection	740,059	740,059	643,604	96,455
Planning	1,001,670	1,001,670	854,509	147,161
Stormwater Management	135,605	135,605	127,423	8,182
Contingency	3,705,907	4,112,727	-	4,112,727
Total expenditures	<u>7,640,017</u>	<u>8,046,837</u>	<u>3,474,830</u>	<u>4,572,007</u>
Deficiency of revenues under expenditures	<u>(4,835,714)</u>	<u>(5,130,134)</u>	<u>(369,498)</u>	<u>4,760,636</u>
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfers in	2,085,758	2,380,178	1,562,165	(818,013)
Transfers out	(490,100)	(490,100)	(481,334)	8,766
Total other financing sources (uses)	<u>1,595,658</u>	<u>1,890,078</u>	<u>1,080,831</u>	<u>(809,247)</u>
Net change in fund balances	<u>(3,240,056)</u>	<u>(3,240,056)</u>	<u>711,333</u>	<u>3,951,389</u>
Fund balances--beginning	4,023,056	4,023,056	4,263,589	240,533
Fund balances--ending	<u>\$ 783,000</u>	<u>\$ 783,000</u>	<u>\$ 4,974,922</u>	<u>\$ 4,191,922</u>

**CITY OF WILSONVILLE, OREGON**  
**Transit Fund**  
**Schedule of Revenues, Expenditures, and Changes in Fund Balances -**  
**Budget and Actual**  
*For the year ended June 30, 2014*

	Budgeted Amounts		Actual Amounts Budgetary Basis	Variance With Final Budget Positive (Negative)
	Original	Final		
<b>REVENUES</b>				
Taxes	\$ 4,350,000	\$ 4,350,000	\$ 4,342,353	\$ (7,647)
Intergovernmental	1,354,109	1,354,109	1,041,610	(312,499)
Charges for services	199,000	199,000	251,511	52,511
Investment revenue	22,500	22,500	14,976	(7,524)
Other revenues	12,000	12,000	33,567	21,567
Total revenues	<u>5,937,609</u>	<u>5,937,609</u>	<u>5,684,017</u>	<u>(253,592)</u>
<b>EXPENDITURES</b>				
Finance	6,360	6,360	2,050	4,310
Human Resources	2,060	4,060	3,184	876
Transit	5,530,475	5,595,475	5,206,303	389,172
Road Operating	22,625	22,625	13,592	9,033
Contingency	1,272,369	1,133,729	-	1,133,729
Total expenditures	<u>6,833,889</u>	<u>6,762,249</u>	<u>5,225,129</u>	<u>1,537,120</u>
Excess (deficiency) of revenues over (under) expenditures	(896,280)	(824,640)	458,888	1,283,528
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfers out	(485,410)	(557,050)	(507,412)	49,638
Sale of capital assets	-	-	24,646	24,646
Total other financing sources (uses)	<u>(485,410)</u>	<u>(557,050)</u>	<u>(482,766)</u>	<u>74,284</u>
Net change in fund balances	(1,381,690)	(1,381,690)	(23,878)	1,357,812
Fund balances--beginning	2,342,690	2,342,690	2,495,736	153,046
Fund balances--ending	<u>\$ 961,000</u>	<u>\$ 961,000</u>	<u>\$ 2,471,858</u>	<u>\$ 1,510,858</u>

**CITY OF WILSONVILLE, OREGON**  
**Notes to Required Supplemental Information**  
*For the year ended June 30, 2014*

**1. Budget to GAAP Reconciliation**

Sections of Oregon Revised Statements (Oregon Budget Law) require most transactions be budgeted on the modified accrual basis of accounting. However, there are certain transactions where statutory budget requirements conflict with generally accepted accounting principles (GAAP).

The following discusses the differences between the budget basis and GAAP basis of accounting for the General Fund, the Community Development Fund and the Transit Fund.

	<b>General Fund</b>	<b>Community Development Fund</b>	<b>Transit Fund</b>
Net change in fund balance - budget basis	\$ 130,333	\$ 711,333	\$ (23,878)
<i>Budgeted resources not qualifying as revenues or other financing sources under GAAP:</i>			
Indirect and other cost reimbursements received are reported as revenues or other financing sources on a budget basis. Such receipts are reclassified as a reduction of expenditures on a GAAP basis.	(2,141,041)	(1,270,619)	467,223
<i>Budgeted expenditures not qualifying as expenditures or other financing uses under GAAP:</i>			
Indirect and other costs reimbursed are reported as expenditures on a budget basis. Such disbursements are reclassified as a reduction of revenues and other financing sources on a GAAP basis.	2,141,041	1,270,619	(467,223)
Net change in fund balance - GAAP basis	\$ 130,333	\$ 711,333	\$ (23,878)

## **OTHER SUPPLEMENTARY INFORMATION**

- **Combining Statements - Nonmajor  
Governmental Funds**
- **Budgetary Comparison Schedules**
- **Other Financial Schedules**



## COMBINING STATEMENTS

### Non-Major Governmental Funds

#### Special Revenue Funds

Special revenue funds are used to account for specific revenues that are restricted to expenditure for particular purposes.

##### ***Road Operating***

Accounts for revenues from gasoline tax apportionments from the State of Oregon that are used for the repair and maintenance associated with streets.

##### ***Road Maintenance Regulatory***

Accounts for a special fee on commercial and residential dwellings to be used for major road repairs and reconstruction.

#### Debt Service Fund

Debt service funds are used to account for the debt sold to finance designated street and utility improvements and/or major projects.

##### ***Debt Service***

Accounts for the accumulation of resources and payment of principal and interest on general obligation, local improvement, and other long-term debt.

#### Capital Project Funds

Capital project funds are used to account for the acquisition and construction of major capital facilities other than those financed by proprietary funds and trust funds.

##### ***Street Capital Projects***

Accounts for the construction or reconstruction of streets, sidewalks and bike-paths that are paid from issuance of debt, system development charges, grants, and interest earnings.

##### ***Building Projects***

Accounts for acquisition and development and redevelopment of public facilities. Improvements are paid from grants, interfund transfers, and issuance of debt.

##### ***Park Projects***

Accounts for acquisition and development of parks and open spaces that are paid from system development charges, donations, grants, and transfers from operating funds.

##### ***Street Development Charges***

Accounts for collection of system development charges from new residential and commercial construction. Proceeds are used to pay for parks infrastructure expansion.

##### ***Park Development Charges***

Accounts for collection of system development charges from new residential and commercial construction. Proceeds are used to pay for parks infrastructure expansion.

##### ***Urban Renewal - Year 2000 Plan Capital Projects***

Accounts for the construction or reconstruction of capital projects within the boundaries of the Year 2000 Urban Renewal District. These improvements are paid from the issuance of debt and revenues from property taxes and interest earnings.

##### ***Urban Renewal - Year 2000 Plan Program Income***

Accounts for the less restricted, non bond proceed, income related to the Year 2000 Urban Renewal District. Includes revenue such as reimbursements, loan repayments, and land sales.

##### ***Urban Renewal West Side Plan Capital Projects Fund***

Accounts for acquisition, construction, and improvements within the district that are financed from the issuance of debt and interest earnings.

CITY OF WILSONVILLE, OREGON

Nonmajor Governmental Funds

Combining Balance Sheet

June 30, 2014

	Combined Nonmajor Special Revenue Funds	Debt Service Fund	Combined Nonmajor Capital Projects Funds	Total Nonmajor Governmental Funds
<b>ASSETS</b>				
Cash and investments	\$ 1,871,542	\$ 46,173	\$ 16,536,472	\$ 18,454,187
Receivables:				
Interest	122	351	36,397	36,870
Accounts	163,774	-	1,881	165,655
Property tax	-	23,660	-	23,660
Notes receivable	-	-	176,136	176,136
Prepays	-	16,680	-	16,680
Restricted cash and investments	-	-	226,166	226,166
Total assets	<u>\$ 2,035,438</u>	<u>\$ 86,864</u>	<u>\$ 16,977,052</u>	<u>\$ 19,099,354</u>
<b>LIABILITIES</b>				
Accounts payable	\$ 53,189	\$ -	\$ 743,321	\$ 796,510
Other accrued liabilities	7,483	-	36,552	44,035
Development charge payable	-	-	419,041	419,041
Total liabilities	<u>60,672</u>	<u>-</u>	<u>1,198,914</u>	<u>1,259,586</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>				
Unavailable revenue - property taxes	-	20,265	-	20,265
<b>FUND BALANCES</b>				
Nonspendable	-	16,880	-	16,880
Restricted	-	49,719	8,499,942	8,549,661
Committed	155,000	-	-	155,000
Assigned	1,819,766	-	7,278,196	9,097,962
Total fund balances	<u>1,974,766</u>	<u>66,599</u>	<u>15,778,138</u>	<u>17,819,503</u>
Total liabilities and fund balances	<u>\$ 2,035,438</u>	<u>\$ 86,864</u>	<u>\$ 16,977,052</u>	<u>\$ 19,099,354</u>

CITY OF WILSONVILLE, OREGON

Nonmajor Special Revenue Funds

Combining Balance Sheet

June 30, 2014

	<u>Road Operating</u>	<u>Road Maintenance Regulatory</u>	<u>Total</u>
<b>ASSETS</b>			
Cash and investments	\$ 1,181,491	\$ 690,051	\$ 1,871,542
Receivables:			
Interest	-	122	122
Accounts	97,664	66,110	163,774
Total assets	<u>\$ 1,279,155</u>	<u>\$ 756,283</u>	<u>\$ 2,035,438</u>
<b>LIABILITIES</b>			
Accounts payable	\$ 53,189	\$ -	\$ 53,189
Other accrued liabilities	7,483	-	7,483
Total liabilities	<u>60,672</u>	<u>-</u>	<u>60,672</u>
<b>FUND BALANCES</b>			
Committed	155,000	-	155,000
Assigned	1,063,483	756,283	1,819,766
Total fund balances	<u>1,218,483</u>	<u>756,283</u>	<u>1,974,766</u>
Total liabilities and fund balances	<u>\$ 1,279,155</u>	<u>\$ 756,283</u>	<u>\$ 2,035,438</u>

CITY OF WILSONVILLE, OREGON

Nonmajor Capital Project Funds

Combining Balance Sheet

June 30, 2014

	Steet Capital Projects	Building Projects	Park Projects	Street Development Charges
<b>ASSETS</b>				
Cash and investments	\$ 1,207,371	\$ 524,003	\$ 117,614	\$ 4,316,137
Receivables:				
Interest	-	-	-	10,659
Accounts	-	-	-	-
Notes receivable	-	-	-	-
Restricted cash and investments	-	-	-	153,443
Total assets	<u>\$ 1,207,371</u>	<u>\$ 524,003</u>	<u>\$ 117,614</u>	<u>\$ 4,480,239</u>
<b>LIABILITIES</b>				
Accounts payable	\$ 243,717	\$ 308,244	\$ 58,040	\$ -
Other accrued liabilities	3,603	32,949	-	-
Development charge payable	-	-	-	-
Total liabilities	<u>247,320</u>	<u>341,193</u>	<u>58,040</u>	<u>-</u>
<b>FUND BALANCES</b>				
Restricted	-	-	-	4,480,239
Assigned	960,051	182,810	59,574	-
Total fund balances	<u>960,051</u>	<u>182,810</u>	<u>59,574</u>	<u>4,480,239</u>
Total liabilities and fund balances	<u>\$ 1,207,371</u>	<u>\$ 524,003</u>	<u>\$ 117,614</u>	<u>\$ 4,480,239</u>

Continued on page 87.

<u>Park Development Charges</u>	<u>Urban Renewal Year 2000 Capital Projects</u>	<u>Urban Renewal Year 2000 Program Income</u>	<u>Urban Renewal West Side Plan Capital Projects</u>	<u>Total</u>
\$ 3,839,558	\$ 3,618,388	\$ 1,653,691	\$ 1,259,710	\$ 16,536,472
4,009	-	21,729	-	36,397
-	-	-	1,881	1,881
176,136	-	-	-	176,136
-	72,723	-	-	226,166
<u>\$ 4,019,703</u>	<u>\$ 3,691,111</u>	<u>\$ 1,675,420</u>	<u>\$ 1,261,591</u>	<u>\$ 16,977,052</u>
\$ -	\$ 117,684	\$ 11,712	\$ 3,924	\$ 743,321
-	-	-	-	36,552
-	-	-	419,041	419,041
<u>-</u>	<u>117,684</u>	<u>11,712</u>	<u>422,965</u>	<u>1,198,914</u>
4,019,703	-	-	-	8,499,942
-	3,573,427	1,663,708	838,626	7,278,196
<u>4,019,703</u>	<u>3,573,427</u>	<u>1,663,708</u>	<u>838,626</u>	<u>15,778,138</u>
<u>\$ 4,019,703</u>	<u>\$ 3,691,111</u>	<u>\$ 1,675,420</u>	<u>\$ 1,261,591</u>	<u>\$ 16,977,052</u>

**CITY OF WILSONVILLE, OREGON**  
**Nonmajor Governmental Funds**  
**Combining Statement of Revenues, Expenditures, and Changes in Fund Balances**  
*For the year ended June 30, 2014*

	Combined Nonmajor Special Funds	Debt Service Fund	Combined Nonmajor Capital Project Funds	Total Nonmajor Governmental Funds
<b>REVENUES</b>				
Taxes	\$ -	\$ 334,091	\$ -	\$ 334,091
Intergovernmental	1,214,111	-	123,282	1,337,393
Licenses and permits	-	-	265,511	265,511
Charges for services	670,744	-	1,920	672,664
System development fees	-	-	2,937,790	2,937,790
Investment revenue	8,964	1,759	83,376	94,099
Other revenues	4,827	-	1,065,726	1,070,553
Total revenues	<u>1,898,646</u>	<u>335,850</u>	<u>4,477,605</u>	<u>6,712,101</u>
<b>EXPENDITURES</b>				
Current operating:				
General government	78,611	-	78,883	157,494
Public safety	-	-	-	-
Public works	745,983	-	-	745,983
Community development	-	-	2,456,418	2,456,418
Debt service:				
Principal	-	320,000	-	320,000
Interest	-	48,400	-	48,400
Capital outlay	14,665	-	4,928,933	4,943,598
Total expenditures	<u>839,259</u>	<u>368,400</u>	<u>7,464,234</u>	<u>8,671,893</u>
Excess (deficiency) of revenues over (under) expenditures	<u>1,059,387</u>	<u>(32,550)</u>	<u>(2,986,629)</u>	<u>(1,959,792)</u>
<b>OTHER FINANCING SOURCES (USES)</b>				
Issuance of long-term debt	-	-	4,500,000	4,500,000
Transfers in	-	-	3,710,374	3,710,374
Transfers out	(953,506)	-	(1,482,554)	(2,436,060)
Total other financing sources (uses)	<u>(953,506)</u>	<u>-</u>	<u>6,727,820</u>	<u>5,774,314</u>
Net change in fund balances	105,881	(32,550)	3,741,191	3,814,522
Fund balances--beginning	<u>1,868,885</u>	<u>99,149</u>	<u>12,036,947</u>	<u>14,004,981</u>
Fund balances--ending	<u>\$ 1,974,766</u>	<u>\$ 66,599</u>	<u>\$ 15,778,138</u>	<u>\$ 17,819,503</u>

**CITY OF WILSONVILLE, OREGON**  
**Nonmajor Special Revenue Funds**  
**Combining Statement of Revenues, Expenditures, and Changes in Fund Balances**  
*For the year ended June 30, 2014*

	Road Operating	Road Maintenance Regulatory	Total
<b>REVENUES</b>			
Intergovernmental	\$ 1,214,111	\$ -	\$ 1,214,111
Charges for services	-	670,744	670,744
Investment revenue	5,963	3,001	8,964
Other revenues	4,827	-	4,827
Total revenues	<u>1,224,901</u>	<u>673,745</u>	<u>1,898,646</u>
<b>EXPENDITURES</b>			
Current operating:			
General government	78,611	-	78,611
Public works	745,983	-	745,983
Capital outlay	14,665	-	14,665
Total expenditures	<u>839,259</u>	<u>-</u>	<u>839,259</u>
Excess (deficiency) of revenues over (under) expenditures	385,642	673,745	1,059,387
<b>OTHER FINANCING USES</b>			
Transfers out	<u>(325,871)</u>	<u>(627,635)</u>	<u>(953,506)</u>
Net change in fund balances	59,771	46,110	105,881
Fund balances--beginning	<u>1,158,712</u>	<u>710,173</u>	<u>1,868,885</u>
Fund balances--ending	<u>\$ 1,218,483</u>	<u>\$ 756,283</u>	<u>\$ 1,974,766</u>

**CITY OF WILSONVILLE, OREGON**  
**Nonmajor Capital Projects Funds**  
**Combining Statement of Revenues, Expenditures, and Changes in Fund Balances**  
*For the year ended June 30, 2014*

	<u>Street Capital Projects</u>	<u>Building Projects</u>	<u>Park Projects</u>	<u>Street Development Charges</u>
<b>REVENUES</b>				
Intergovernmental	\$ 123,282	\$ -	\$ -	\$ -
Licenses and permits	-	-	6,686	258,825
Charges for services	-	-	-	-
System development fees	-	-	-	1,834,900
Investment revenue	5,676	1,849	154	25,506
Other revenues	818,960	-	-	156,666
Total revenues	<u>947,918</u>	<u>1,849</u>	<u>6,840</u>	<u>2,275,897</u>
<b>EXPENDITURES</b>				
Current operating:				
General government	43,358	650	32,225	974
Community development	589,061	9,050	186,714	-
Capital outlay	1,650,033	498,957	1,047,487	-
Total expenditures	<u>2,282,452</u>	<u>508,657</u>	<u>1,266,426</u>	<u>974</u>
Excess (deficiencies) of revenues over (under) expenditures	<u>(1,334,534)</u>	<u>(506,808)</u>	<u>(1,259,586)</u>	<u>2,274,923</u>
<b>OTHER FINANCING SOURCES (USES)</b>				
Issuance of debt	-	-	-	-
Transfers in	1,937,522	508,657	1,264,195	-
Transfers out	-	-	-	(665,497)
Total other financing sources (uses)	<u>1,937,522</u>	<u>508,657</u>	<u>1,264,195</u>	<u>(665,497)</u>
Net change in fund balances	602,988	1,849	4,609	1,609,426
Fund balances--beginning	357,063	180,961	54,965	2,870,813
Fund balances--ending	<u>\$ 960,051</u>	<u>\$ 182,810</u>	<u>\$ 59,574</u>	<u>\$ 4,480,239</u>

Continued on page 91.

<u>Park Development Charges</u>	<u>Urban Renewal Year 2000 Capital Projects</u>	<u>Urban Renewal Year 2000 Program Income</u>	<u>Urban Renewal West Side Plan Capital Projects</u>	<u>Total</u>
\$ -	\$ -	\$ -	\$ -	\$ 123,282
-	-	-	-	265,511
-	-	1,920	-	1,920
1,102,890	-	-	-	2,937,790
28,842	8,745	11,125	1,479	83,376
-	-	90,100	-	1,065,726
<u>1,131,732</u>	<u>8,745</u>	<u>103,145</u>	<u>1,479</u>	<u>4,477,605</u>
1,676	-	-	-	78,883
-	594,527	164,977	912,089	2,456,418
-	649,711	1,082,745	-	4,928,933
<u>1,676</u>	<u>1,244,238</u>	<u>1,247,722</u>	<u>912,089</u>	<u>7,464,234</u>
<u>1,130,056</u>	<u>(1,235,493)</u>	<u>(1,144,577)</u>	<u>(910,610)</u>	<u>(2,986,629)</u>
-	2,500,000	-	2,000,000	4,500,000
-	-	-	-	3,710,374
<u>(817,057)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(1,482,554)</u>
<u>(817,057)</u>	<u>2,500,000</u>	<u>-</u>	<u>2,000,000</u>	<u>6,727,820</u>
312,999	1,264,507	(1,144,577)	1,089,390	3,741,191
3,706,704	2,308,920	2,808,285	(250,764)	12,036,947
<u>\$ 4,019,703</u>	<u>\$ 3,573,427</u>	<u>\$ 1,663,708</u>	<u>\$ 838,626</u>	<u>\$ 15,778,138</u>

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**SCHEDULE OF REVENUES,  
EXPENDITURES  
AND CHANGES IN FUND BALANCES -  
BUDGET AND ACTUAL**

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**Governmental Funds**

***Special Revenue Funds***

- Road Maintenance Regulatory
- Road Operating

***Debt Service Funds***

- Debt Service
- Urban Renewal - Year 2000 Plan
- Urban Renewal - West Side Plan

***Capital Project Funds***

- Building
- Park
- Park Development
- Street
- Street Development
- Urban Renewal - Year 2000 Plan
- Urban Renewal - Year 2000 Plan Program Income
- Urban Renewal - West Side Plan

**CITY OF WILSONVILLE, OREGON**  
**Road Operating Fund**  
**Schedule of Revenues, Expenditures, and Changes in Fund Balances -**  
**Budget and Actual**  
*For the year ended June 30, 2014*

	<u>Budgeted Amounts</u>		<u>Actual Amounts Budgetary Basis</u>	<u>Variance With Final Budget Positive (Negative)</u>
	<u>Original</u>	<u>Final</u>		
<b>REVENUES</b>				
Intergovernmental	\$ 1,127,500	\$ 1,127,500	\$ 1,214,111	\$ 86,611
Investment revenue	5,000	5,000	5,963	963
Other revenues	-	-	4,827	4,827
Total revenues	<u>1,132,500</u>	<u>1,132,500</u>	<u>1,224,901</u>	<u>92,401</u>
<b>EXPENDITURES</b>				
Human Resources	414	414	225	189
Road Operating	796,162	796,162	675,134	121,028
Contingency	644,565	490,565	-	490,565
Total expenditures	<u>1,441,141</u>	<u>1,287,141</u>	<u>675,359</u>	<u>611,782</u>
Excess (deficiency) of revenues over (under) expenditures	<u>(308,641)</u>	<u>(154,641)</u>	<u>549,542</u>	<u>704,183</u>
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfers in	-	10,000	14,469	4,469
Transfers out	(463,260)	(627,260)	(504,240)	123,020
Total other financing sources (uses)	<u>(463,260)</u>	<u>(617,260)</u>	<u>(489,771)</u>	<u>127,489</u>
Net change in fund balances	(771,901)	(771,901)	59,771	831,672
Fund balances--beginning	<u>926,901</u>	<u>926,901</u>	<u>1,158,712</u>	<u>231,811</u>
Fund balances--ending	<u>\$ 155,000</u>	<u>\$ 155,000</u>	<u>\$ 1,218,483</u>	<u>\$ 1,063,483</u>

**CITY OF WILSONVILLE, OREGON**  
**Road Maintenance Regulatory Fund**  
**Schedule of Revenues, Expenditures, and Changes in Fund Balances -**  
**Budget and Actual**  
*For the year ended June 30, 2014*

	Budgeted Amounts		Actual Amounts Budgetary Basis	Variance With Final Budget Positive (Negative)
	Original	Final		
<b>REVENUES</b>				
Charges for services	\$ 659,000	\$ 659,000	\$ 670,744	\$ 11,744
Investment revenue	1,500	1,500	3,001	1,501
Total revenues	<u>660,500</u>	<u>660,500</u>	<u>673,745</u>	<u>13,245</u>
<b>EXPENDITURES</b>				
Finance	500	500	-	500
Contingency	444,595	344,595	-	344,595
Total expenditures	<u>445,095</u>	<u>345,095</u>	<u>-</u>	<u>345,095</u>
Excess of revenues over expenditures	215,405	315,405	673,745	358,340
<b>OTHER FINANCING USES</b>				
Transfers out	(670,000)	(770,000)	(627,635)	142,365
Net change in fund balances	(454,595)	(454,595)	46,110	500,705
Fund balances--beginning	454,595	454,595	710,173	255,578
Fund balances--ending	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 756,283</u>	<u>\$ 756,283</u>

**CITY OF WILSONVILLE, OREGON**  
**Debt Service Fund**  
**Schedule of Revenues, Expenditures, and Changes in Fund Balances -**  
**Budget and Actual**  
*For the year ended June 30, 2014*

	<u>Budgeted Amounts</u>		<u>Actual Amounts Budgetary Basis</u>	<u>Variance With Final Budget Positive (Negative)</u>
	<u>Original</u>	<u>Final</u>		
<b>REVENUES</b>				
Taxes	\$ 343,000	\$ 343,000	\$ 334,091	\$ (8,909)
Investment revenue	2,500	2,500	1,759	(741)
Total revenues	<u>345,500</u>	<u>345,500</u>	<u>335,850</u>	<u>(9,650)</u>
<b>EXPENDITURES</b>				
Debt service:				
Principal	320,000	320,000	320,000	-
Interest	48,500	48,500	48,400	100
Total expenditures	<u>368,500</u>	<u>368,500</u>	<u>368,400</u>	<u>100</u>
Deficiency of revenues under expenditures	<u>(23,000)</u>	<u>(23,000)</u>	<u>(32,550)</u>	<u>(9,550)</u>
<b>OTHER FINANCING SOURCES (USES)</b>				
Net change in fund balances	(23,000)	(23,000)	(32,550)	(9,550)
Fund balances--beginning	<u>110,719</u>	<u>110,719</u>	<u>99,149</u>	<u>(11,570)</u>
Fund balances--ending	<u>\$ 87,719</u>	<u>\$ 87,719</u>	<u>\$ 66,599</u>	<u>\$ (21,120)</u>

**CITY OF WILSONVILLE, OREGON**  
**Urban Renewal - Year 2000 Plan Debt Service Fund**  
**Schedule of Revenues, Expenditures, and Changes in Fund Balances -**  
**Budget and Actual**  
*For the year ended June 30, 2014*

	<u>Budgeted Amounts</u>		<u>Actual Amounts Budgetary Basis</u>	<u>Variance With Final Budget Positive (Negative)</u>
	<u>Original</u>	<u>Final</u>		
<b>REVENUES</b>				
Taxes	\$ 4,125,000	\$ 4,125,000	\$ 4,190,946	\$ 65,946
Investment revenue	50,000	50,000	38,170	(11,830)
Total revenues	<u>4,175,000</u>	<u>4,175,000</u>	<u>4,229,116</u>	<u>54,116</u>
<b>EXPENDITURES</b>				
Debt service:				
Principal	2,647,000	2,647,000	5,147,000	(2,500,000)
Interest	428,000	428,000	426,935	1,065
Total expenditures	<u>3,075,000</u>	<u>3,075,000</u>	<u>5,573,935</u>	<u>(2,498,935)</u>
Excess (deficiency) of revenues over (under) expenditures	1,100,000	1,100,000	(1,344,819)	(2,444,819)
Fund balances--beginning	<u>4,778,634</u>	<u>4,778,634</u>	<u>4,785,864</u>	<u>7,230</u>
Fund balances--ending	<u>\$ 5,878,634</u>	<u>\$ 5,878,634</u>	<u>\$ 3,441,045</u>	<u>\$ (2,437,589)</u>

**CITY OF WILSONVILLE, OREGON**  
**Urban Renewal - West Side Plan Debt Service Fund**  
**Schedule of Revenues, Expenditures, and Changes in Fund Balances -**  
**Budget and Actual**  
*For the year ended June 30, 2014*

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance With</u>
	<u>Original</u>	<u>Final</u>	<u>Amounts</u> <u>Budgetary</u> <u>Basis</u>	<u>Final Budget</u> <u>Positive</u> <u>(Negative)</u>
<b>REVENUES</b>				
Taxes	\$ 3,300,600	\$ 3,300,600	\$ 3,361,188	\$ 60,588
Investment revenue	30,000	30,000	28,624	(1,376)
Total revenues	<u>3,330,600</u>	<u>3,330,600</u>	<u>3,389,812</u>	<u>59,212</u>
<b>EXPENDITURES</b>				
Debt service:				
Principal	1,385,000	1,385,000	3,070,000	(1,685,000)
Interest	1,472,200	1,472,200	1,139,280	332,920
Total expenditures	<u>2,857,200</u>	<u>2,857,200</u>	<u>4,209,280</u>	<u>(1,352,080)</u>
Excess (deficiency) of revenues over (under) expenditures	473,400	473,400	(819,468)	(1,292,868)
Fund balances--beginning	<u>4,185,797</u>	<u>4,185,797</u>	<u>4,381,847</u>	<u>196,050</u>
Fund balances--ending	<u>\$ 4,659,197</u>	<u>\$ 4,659,197</u>	<u>\$ 3,562,379</u>	<u>\$ (1,096,818)</u>

**CITY OF WILSONVILLE, OREGON**  
**Street Capital Projects Fund**  
**Schedule of Revenues, Expenditures, and Changes in Fund Balances -**  
**Budget and Actual**  
*For the year ended June 30, 2014*

	Budgeted Amounts		Actual Amounts Budgetary Basis	Variance With Final Budget Positive (Negative)
	Original	Final		
<b>REVENUES</b>				
Intergovernmental	\$ -	\$ 75,000	\$ 123,282	\$ 48,282
Investment revenue	3,500	3,500	5,676	2,176
Other revenues	-	-	818,960	818,960
Total revenues	<u>3,500</u>	<u>78,500</u>	<u>947,918</u>	<u>869,418</u>
<b>EXPENDITURES</b>				
Capital outlay	1,961,184	3,362,114	1,650,033	1,712,081
Contingency	171,033	171,033	-	171,033
Total expenditures	<u>2,132,217</u>	<u>3,533,147</u>	<u>1,650,033</u>	<u>1,883,114</u>
Deficiency of revenues under expenditures	<u>(2,128,717)</u>	<u>(3,454,647)</u>	<u>(702,115)</u>	<u>2,752,532</u>
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfers in	1,940,126	3,548,080	1,937,522	(1,610,558)
Transfers out	(295,342)	(577,366)	(632,419)	(55,053)
Total other financing sources (uses)	<u>1,644,784</u>	<u>2,970,714</u>	<u>1,305,103</u>	<u>(1,665,611)</u>
Net change in fund balances	(483,933)	(483,933)	602,988	1,086,921
Fund balances--beginning	483,933	483,933	357,063	(126,870)
Fund balances--ending	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 960,051</u>	<u>\$ 960,051</u>

**CITY OF WILSONVILLE, OREGON**  
**Building Capital Projects Fund**  
**Schedule of Revenues, Expenditures, and Changes in Fund Balances -**  
**Budget and Actual**  
*For the year ended June 30, 2014*

	<u>Budgeted Amounts</u>		<u>Actual Amounts Budgetary Basis</u>	<u>Variance With Final Budget Positive (Negative)</u>
	<u>Original</u>	<u>Final</u>		
<b>REVENUES</b>				
Intergovernmental	\$ 100,000	\$ 100,000	\$ -	\$ (100,000)
Investment revenue	50	50	1,849	1,799
Other revenues	-	-	-	-
Total revenues	<u>100,050</u>	<u>100,050</u>	<u>1,849</u>	<u>(98,201)</u>
<b>EXPENDITURES</b>				
Capital outlay	550,500	979,500	498,957	480,543
Contingency	180,229	180,229	-	180,229
Total expenditures	<u>730,729</u>	<u>1,159,729</u>	<u>498,957</u>	<u>660,772</u>
Deficiency of revenues under expenditures	<u>(630,679)</u>	<u>(1,059,679)</u>	<u>(497,108)</u>	<u>562,571</u>
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfers in	450,560	889,200	508,657	(380,543)
Transfers out	(60)	(9,700)	(9,700)	-
Total other financing sources (uses)	<u>450,500</u>	<u>879,500</u>	<u>498,957</u>	<u>(380,543)</u>
Net change in fund balances	(180,179)	(180,179)	1,849	182,028
Fund balances--beginning	<u>180,179</u>	<u>180,179</u>	<u>180,961</u>	<u>782</u>
Fund balances--ending	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 182,810</u>	<u>\$ 182,810</u>

**CITY OF WILSONVILLE, OREGON**  
**Park Capital Projects Fund**  
**Schedule of Revenues, Expenditures, and Changes in Fund Balances -**  
**Budget and Actual**  
*For the year ended June 30, 2014*

	<u>Budgeted Amounts</u>		<u>Actual Amounts Budgetary Basis</u>	<u>Variance With Final Budget Positive (Negative)</u>
	<u>Original</u>	<u>Final</u>		
<b>REVENUES</b>				
Intergovernmental	\$ 287,840	\$ 287,840	\$ -	\$ (287,840)
Licenses and permits	2,500	2,500	6,686	4,186
Investment revenue	500	500	154	(346)
Other revenues	5,000	5,000	-	(5,000)
Total revenues	<u>295,840</u>	<u>295,840</u>	<u>6,840</u>	<u>(289,000)</u>
<b>EXPENDITURES</b>				
Capital outlay	2,016,170	2,141,670	1,047,487	1,094,183
Contingency	62,872	62,872	-	62,872
Total expenditures	<u>2,079,042</u>	<u>2,204,542</u>	<u>1,047,487</u>	<u>1,157,055</u>
Deficiency of revenues under expenditures	<u>(1,783,202)</u>	<u>(1,908,702)</u>	<u>(1,040,647)</u>	<u>868,055</u>
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfers in	1,960,058	2,122,148	1,264,195	(857,953)
Transfers out	(239,228)	(275,818)	(218,939)	56,879
Total other financing sources (uses)	<u>1,720,830</u>	<u>1,846,330</u>	<u>1,045,256</u>	<u>(801,074)</u>
Net change in fund balances	(62,372)	(62,372)	4,609	66,981
Fund balances--beginning	-	-	54,965	54,965
Fund balances--ending	<u>\$ (62,372)</u>	<u>\$ (62,372)</u>	<u>\$ 59,574</u>	<u>\$ 121,946</u>

**CITY OF WILSONVILLE, OREGON**  
**Street Development Charges Fund**  
**Schedule of Revenues, Expenditures, and Changes in Fund Balances -**  
**Budget and Actual**  
*For the year ended June 30, 2014*

	<u>Budgeted Amounts</u>		<u>Actual Amounts Budgetary Basis</u>	<u>Variance With Final Budget Positive (Negative)</u>
	<u>Original</u>	<u>Final</u>		
<b>REVENUES</b>				
Licenses and permits	\$ -	\$ -	\$ 258,825	\$ 258,825
System development fees	2,876,992	2,876,992	1,834,900	(1,042,092)
Investment revenue	15,000	15,000	25,506	10,506
Other revenues	-	-	156,666	156,666
Total revenues	<u>2,891,992</u>	<u>2,891,992</u>	<u>2,275,897</u>	<u>(616,095)</u>
<b>EXPENDITURES</b>				
Finance	6,700	6,700	974	5,726
Contingency	3,739,639	2,830,785	-	2,830,785
Total expenditures	<u>3,746,339</u>	<u>2,837,485</u>	<u>974</u>	<u>2,836,511</u>
Excess (deficiency) of revenues over (under) expenditures	(854,347)	54,507	2,274,923	2,220,416
<b>OTHER FINANCING USES</b>				
Transfers out	(950,176)	(1,859,030)	(665,497)	1,193,533
Net change in fund balances	(1,804,523)	(1,804,523)	1,609,426	3,413,949
Fund balances--beginning	1,804,523	1,804,523	2,870,813	1,066,290
Fund balances--ending	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 4,480,239</u>	<u>\$ 4,480,239</u>

**CITY OF WILSONVILLE, OREGON**  
**Park Development Charges Fund**  
**Schedule of Revenues, Expenditures, and Changes in Fund Balances -**  
**Budget and Actual**  
*For the year ended June 30, 2014*

	Budgeted Amounts		Actual Amounts Budgetary Basis	Variance With Final Budget Positive (Negative)
	Original	Final		
<b>REVENUES</b>				
System development fees	\$ 1,380,202	\$ 1,380,202	\$ 1,102,890	\$ (277,312)
Investment revenue	15,000	15,000	28,842	13,842
Total revenues	<u>1,395,202</u>	<u>1,395,202</u>	<u>1,131,732</u>	<u>(263,470)</u>
<b>EXPENDITURES</b>				
Finance	5,200	5,200	1,676	3,524
Contingency	2,855,787	2,713,983	-	2,713,983
Total expenditures	<u>2,860,987</u>	<u>2,719,183</u>	<u>1,676</u>	<u>2,717,507</u>
Excess (deficiency) of revenues over (under) expenditures	(1,465,785)	(1,323,981)	1,130,056	2,454,037
<b>OTHER FINANCING USES</b>				
Transfers out	(1,444,958)	(1,586,762)	(817,057)	769,705
Net change in fund balances	(2,910,743)	(2,910,743)	312,999	3,223,742
Fund balances--beginning	2,910,743	2,910,743	3,706,704	795,961
Fund balances--ending	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 4,019,703</u>	<u>\$ 4,019,703</u>

**CITY OF WILSONVILLE, OREGON**  
**Urban Renewal - Year 2000 Plan Capital Projects Fund**  
**Schedule of Revenues, Expenditures, and Changes in Fund Balances -**  
**Budget and Actual**  
*For the year ended June 30, 2014*

	<u>Budgeted Amounts</u>		<u>Actual Amounts Budgetary Basis</u>	<u>Variance With Final Budget Positive (Negative)</u>
	<u>Original</u>	<u>Final</u>		
<b>REVENUES</b>				
Investment revenue	\$ 15,000	\$ 15,000	\$ 8,745	\$ (6,255)
<b>EXPENDITURES</b>				
Materials and services	537,455	563,855	594,527	(30,672)
Capital outlay	775,000	1,039,000	649,711	389,289
Contingency	997,061	706,661	-	706,661
Total expenditures	<u>2,309,516</u>	<u>2,309,516</u>	<u>1,244,238</u>	<u>1,065,278</u>
Excess (deficiency) of revenues over (under) expenditures	(2,294,516)	(2,294,516)	(1,235,493)	1,059,023
<b>OTHER FINANCING SOURCES</b>				
Issuance of debt	-	-	2,500,000	2,500,000
Net change in fund balances	(2,294,516)	(2,294,516)	1,264,507	3,559,023
Fund balances--beginning	2,294,516	2,294,516	2,308,920	14,404
Fund balances--ending	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 3,573,427</u>	<u>\$ 3,573,427</u>

**CITY OF WILSONVILLE, OREGON**  
**Urban Renewal - Year 2000 Plan Program Income Fund**  
**Schedule of Revenues, Expenditures, and Changes in Fund Balances -**  
**Budget and Actual**  
*For the year ended June 30, 2014*

	Budgeted Amounts		Actual Amounts Budgetary Basis	Variance With Final Budget Positive (Negative)
	Original	Final		
<b>REVENUES</b>				
Charges for services	\$ -	\$ -	\$ 1,920	\$ 1,920
Investment revenue	15,000	15,000	11,125	(3,875)
Other revenues	90,000	90,000	90,100	100
Total revenues	<u>105,000</u>	<u>105,000</u>	<u>103,145</u>	<u>(1,855)</u>
<b>EXPENDITURES</b>				
Materials and services	93,250	221,250	164,977	56,273
Capital outlay	932,500	1,239,500	1,082,745	156,755
Contingency	1,869,164	1,434,164	-	1,434,164
Total expenditures	<u>2,894,914</u>	<u>2,894,914</u>	<u>1,247,722</u>	<u>1,647,192</u>
Excess (deficiency) of revenues over (under) expenditures	(2,789,914)	(2,789,914)	(1,144,577)	1,645,337
Fund balances--beginning	<u>2,789,914</u>	<u>2,789,914</u>	<u>2,808,285</u>	<u>18,371</u>
Fund balances--ending	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,663,708</u>	<u>\$ 1,663,708</u>

**CITY OF WILSONVILLE, OREGON**  
**Urban Renewal - West Side Plan Capital Projects Fund**  
**Schedule of Revenues, Expenditures, and Changes in Fund Balances -**  
**Budget and Actual**  
*For the year ended June 30, 2014*

	<u>Budgeted Amounts</u>		<u>Actual Amounts Budgetary Basis</u>	<u>Variance With Final Budget Positive (Negative)</u>
	<u>Original</u>	<u>Final</u>		
REVENUES				
Investment revenue	\$ 1,500	\$ 1,500	\$ 1,479	\$ (21)
EXPENDITURES				
Materials and services	1,197,134	1,197,134	1,158,718	38,416
Capital outlay	623,716	623,716	-	623,716
Contingency	6,783,585	6,783,585	-	6,783,585
Total expenditures	<u>8,604,435</u>	<u>8,604,435</u>	<u>1,158,718</u>	<u>7,445,717</u>
Deficiency of revenues under expenditures	(8,602,935)	(8,602,935)	(1,157,239)	7,445,696
OTHER FINANCING SOURCES				
Issuance of debt	<u>8,000,000</u>	<u>8,000,000</u>	<u>2,000,000</u>	<u>(6,000,000)</u>
Net change in fund balances	(602,935)	(602,935)	842,761	1,445,696
Fund balances--beginning	<u>602,935</u>	<u>602,935</u>	<u>414,906</u>	<u>(188,029)</u>
Fund balances--ending	<u>\$ -</u>	<u>\$ -</u>	<u>1,257,667</u>	<u>\$ 1,257,667</u>
Adjustment from budgetary basis to generally accepted accounting basis:				
Development charge payable			<u>(419,041)</u>	
Fund balances - generally accepted accounting principles basis			<u>\$ 838,626</u>	

**SCHEDULE OF REVENUES,  
EXPENDITURES  
AND CHANGES IN FUND BALANCES -  
BUDGET AND ACTUAL**

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**Proprietary Funds**

***Enterprise Funds***

- Water Operating
- Water Capital Projects
- Water Development Charges
- Water Fund Reconciliation of Budgetary Revenues  
and Expenditures to GAAP
  
- Sewer Operating
- Sewer Capital Projects
- Sewer Development Charges
- Sewer Fund Reconciliation of Budgetary Revenues  
and Expenditures to GAAP
  
- Stormwater Operating
- Stormwater Capital Projects
- Stormwater Development Charges
- Stormwater Fund Reconciliation of Budgetary Revenues  
and Expenditures to GAAP
  
- Street Lighting
- Street Lighting Fund Reconciliation of Budgetary Revenues  
and Expenditures to GAAP
  
- Reconciliation of Budgetary Fund Balances to GAAP Basis - Net Position

***Internal Service Fund***

- Fleet Internal Service Fund

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**CITY OF WILSONVILLE, OREGON**  
**Water Operating Fund**  
**Schedule of Revenues, Expenditures, and Changes in Fund Balances -**  
**Budget and Actual**  
*For the year ended June 30, 2014*

	Budgeted Amounts		Actual Amounts Budgetary Basis	Variance With Final Budget Positive (Negative)
	Original	Final		
<b>REVENUES</b>				
Intergovernmental	\$ -	\$ -	\$ 4,721	\$ 4,721
Charges for services	6,835,000	6,835,000	6,784,658	(50,342)
Fines and forfeitures	-	-	15,910	15,910
Investment revenue	32,700	32,700	26,353	(6,347)
Other revenues	-	-	4,425	4,425
Total revenues	<u>6,867,700</u>	<u>6,867,700</u>	<u>6,836,067</u>	<u>(31,633)</u>
<b>EXPENDITURES</b>				
Finance	88,735	88,735	77,121	11,614
Human Resources	414	914	550	364
Water Operating	1,223,249	1,223,249	1,034,997	188,252
Water Treatment	2,451,771	2,705,047	2,460,306	244,741
Debt service:				-
Principal	1,425,000	1,425,000	1,425,000	-
Interest	454,000	454,500	448,948	5,552
Contingency	3,846,999	3,592,723	-	3,592,723
Total expenditures	<u>9,490,168</u>	<u>9,490,168</u>	<u>5,446,922</u>	<u>4,043,246</u>
Excess (deficiency) of revenues over (under) expenditures	<u>(2,622,468)</u>	<u>(2,622,468)</u>	<u>1,389,145</u>	<u>4,011,613</u>
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfers in	350,000	350,000	350,000	-
Transfers out	(1,199,420)	(1,199,420)	(642,564)	556,856
Total other financing sources (uses)	<u>(849,420)</u>	<u>(849,420)</u>	<u>(292,564)</u>	<u>556,856</u>
Net change in fund balances	<u>(3,471,888)</u>	<u>(3,471,888)</u>	<u>1,096,581</u>	<u>4,568,469</u>
Fund balances--beginning	4,213,888	4,213,888	5,166,172	952,284
Fund balances--ending	<u>\$ 742,000</u>	<u>\$ 742,000</u>	<u>\$ 6,262,753</u>	<u>\$ 5,520,753</u>

**CITY OF WILSONVILLE, OREGON**  
**Water Capital Projects Fund**  
**Schedule of Revenues, Expenditures, and Changes in Fund Balances -**  
**Budget and Actual**  
*For the year ended June 30, 2014*

	Budgeted Amounts		Actual Amounts Budgetary Basis	Variance With Final Budget Positive (Negative)
	Original	Final		
<b>REVENUES</b>				
Intergovernmental	\$ 1,474,200	\$ 1,474,200	\$ -	\$ (1,474,200)
Investment revenue	1,500	1,500	9,143	7,643
Total revenues	<u>1,475,700</u>	<u>1,475,700</u>	<u>9,143</u>	<u>(1,466,557)</u>
<b>EXPENDITURES</b>				
Materials and service	-	1,400,000	1,390,365	9,635
Capital outlay	4,120,750	4,120,750	2,644,571	1,476,179
Contingency	156,259	156,259	-	156,259
Total expenditures	<u>4,277,009</u>	<u>5,677,009</u>	<u>4,034,936</u>	<u>1,642,073</u>
Deficiency of revenues under expenditures	<u>(2,801,309)</u>	<u>(4,201,309)</u>	<u>(4,025,793)</u>	<u>175,516</u>
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfers in	3,201,040	3,201,040	1,624,133	(1,576,907)
Transfers out	(554,490)	(554,490)	(279,562)	274,928
Total other financing sources (uses)	<u>2,646,550</u>	<u>2,646,550</u>	<u>1,344,571</u>	<u>(1,301,979)</u>
Net change in fund balances	<u>(154,759)</u>	<u>(1,554,759)</u>	<u>(2,681,222)</u>	<u>(1,126,463)</u>
Fund balances--beginning	154,759	1,554,759	2,723,773	1,169,014
Fund balances--ending	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 42,551</u>	<u>\$ 42,551</u>

**CITY OF WILSONVILLE, OREGON**  
**Water Development Charges Fund**  
**Schedule of Revenues, Expenditures, and Changes in Fund Balances -**  
**Budget and Actual**  
*For the year ended June 30, 2014*

	<u>Budgeted Amounts</u>		<u>Actual Amounts Budgetary Basis</u>	<u>Variance With Final Budget Positive (Negative)</u>
	<u>Original</u>	<u>Final</u>		
<b>REVENUES</b>				
System development fees	\$ 1,405,631	\$ 1,405,631	\$ 1,509,035	\$ 103,404
Investment revenue	5,000	5,000	7,086	2,086
Other revenues	-	-	6,071	6,071
Total revenues	<u>1,410,631</u>	<u>1,410,631</u>	<u>1,522,192</u>	<u>111,561</u>
<b>EXPENDITURES</b>				
Finance	6,600	6,600	597	6,003
Contingency	115,585	81,085	-	81,085
Total expenditures	<u>122,185</u>	<u>87,685</u>	<u>597</u>	<u>87,088</u>
Excess of revenues over expenditures	<u>1,288,446</u>	<u>1,322,946</u>	<u>1,521,595</u>	<u>198,649</u>
<b>OTHER FINANCING USES</b>				
Transfers out	<u>(2,819,120)</u>	<u>(2,853,620)</u>	<u>(1,798,718)</u>	<u>1,054,902</u>
Net change in fund balances	<u>(1,530,674)</u>	<u>(1,530,674)</u>	<u>(277,123)</u>	<u>1,253,551</u>
Fund balances--beginning	<u>1,530,674</u>	<u>1,530,674</u>	<u>1,586,216</u>	<u>55,542</u>
Fund balances--ending	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,309,093</u>	<u>\$ 1,309,093</u>

CITY OF WILSONVILLE, OREGON

Water Fund

Reconciliation of Budgetary Revenues and Expenditures to GAAP

For the year ended June 30, 2014

	<u>Revenues</u>	<u>Expenditures</u>
<b>Budgetary Basis:</b>		
Water Operating Fund	\$ 6,836,067	\$ 5,446,922
Water Capital Projects Fund	9,143	4,034,936
Water Development Charges Fund	1,522,192	597
Total	<u>8,367,402</u>	<u>9,482,455</u>
 Adjustments:		
Increase in notes receivable	(246,629)	-
Payment of bond principal	-	(1,425,000)
Expenditures capitalized	-	(2,582,260)
Support services	-	454,060
Depreciation expense	-	1,665,587
Bond issuance cost	-	2,609
Amortization of bond defeasance	-	61,010
Gain/loss on disposition	-	1,561,518
Revenues and expenses	<u>\$ 8,120,773</u>	<u>\$ 9,219,979</u>
 <b>GAAP Basis:</b>		
Operating	\$ 6,815,785	\$ 7,145,894
Nonoperating	42,582	2,074,085
Capital contributions - grants and fees	1,262,406	-
Total - page 47	<u>\$ 8,120,773</u>	<u>\$ 9,219,979</u>

**CITY OF WILSONVILLE, OREGON**  
**Sewer Operating Fund**  
**Schedule of Revenues, Expenditures, and Changes in Fund Balances -**  
**Budget and Actual**  
*For the year ended June 30, 2014*

	Budgeted Amounts		Actual Amounts Budgetary Basis	Variance With Final Budget Positive (Negative)
	Original	Final		
<b>REVENUES</b>				
Charges for services	\$ 6,702,000	\$ 6,702,000	\$ 7,198,881	\$ 496,881
Investment revenue	52,500	52,500	65,254	12,754
Other revenues	18,216	18,216	85,976	67,760
Total revenues	<u>6,772,716</u>	<u>6,772,716</u>	<u>7,350,111</u>	<u>577,395</u>
<b>EXPENDITURES</b>				
Finance	83,340	83,340	76,567	6,773
Sewer Operating	685,005	685,005	615,920	69,085
Sewer Pretreatment	120,831	120,831	102,744	18,087
Sewer Treatment	1,865,765	2,040,765	1,973,055	67,710
Debt service:				
Principal	2,190,000	2,190,000	2,190,000	-
Interest	1,396,000	1,397,600	1,390,850	6,750
Contingency	6,980,612	5,804,012	-	5,804,012
Total expenditures	<u>13,321,553</u>	<u>12,321,553</u>	<u>6,349,136</u>	<u>5,972,417</u>
Excess (deficiency) of revenues over (under) expenditures	<u>(6,548,837)</u>	<u>(5,548,837)</u>	<u>1,000,975</u>	<u>6,549,812</u>
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfers in	600,000	600,000	600,000	-
Transfers out	(3,627,580)	(4,627,580)	(1,946,575)	2,681,005
Sale of capital assets	-	-	100,000	100,000
Total other financing sources (uses)	<u>(3,027,580)</u>	<u>(4,027,580)</u>	<u>(1,246,575)</u>	<u>2,781,005</u>
Net change in fund balances	(9,576,417)	(9,576,417)	(245,600)	9,330,817
Fund balances--beginning	<u>9,989,417</u>	<u>9,989,417</u>	<u>10,369,987</u>	<u>380,570</u>
Fund balances--ending	<u>\$ 413,000</u>	<u>\$ 413,000</u>	<u>\$ 10,124,387</u>	<u>\$ 9,711,387</u>

**CITY OF WILSONVILLE, OREGON**  
**Sewer Capital Projects Fund**  
**Schedule of Revenues, Expenditures, and Changes in Fund Balances -**  
**Budget and Actual**  
*For the year ended June 30, 2014*

	Budgeted Amounts		Actual Amounts Budgetary Basis	Variance With Final Budget Positive (Negative)
	Original	Final		
<b>REVENUES</b>				
Investment revenue	\$ 65,000	\$ 65,000	\$ 19,566	\$ (45,434)
Other revenues	-	-	997	997
Total revenues	<u>65,000</u>	<u>65,000</u>	<u>20,563</u>	<u>(44,437)</u>
<b>EXPENDITURES</b>				
Capital outlay	12,418,000	12,418,000	8,045,956	4,372,044
Contingency	1,413,593	2,413,593	-	2,413,593
Total expenditures	<u>13,831,593</u>	<u>14,831,593</u>	<u>8,045,956</u>	<u>6,785,637</u>
Deficiency of revenues under expenditures	<u>(13,766,593)</u>	<u>(14,766,593)</u>	<u>(8,025,393)</u>	<u>6,741,200</u>
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfers in	4,784,160	5,784,160	2,057,855	(3,726,305)
Transfers out	(866,160)	(866,160)	(259,705)	606,455
Total other financing sources (uses)	<u>3,918,000</u>	<u>4,918,000</u>	<u>1,798,150</u>	<u>(3,119,850)</u>
Net change in fund balances	(9,848,593)	(9,848,593)	(6,227,243)	3,621,350
Fund balances--beginning	9,848,593	9,848,593	6,241,435	(3,607,158)
Fund balances--ending	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 14,192</u>	<u>\$ 14,192</u>

**CITY OF WILSONVILLE, OREGON**  
**Sewer Development Charges Fund**  
**Schedule of Revenues, Expenditures, and Changes in Fund Balances -**  
**Budget and Actual**  
*For the year ended June 30, 2014*

	Budgeted Amounts		Actual Amounts Budgetary Basis	Variance With Final Budget Positive (Negative)
	Original	Final		
<b>REVENUES</b>				
System development fees	\$ 2,095,690	\$ 2,095,690	\$ 2,502,588	\$ 406,898
Investment revenue	20,000	20,000	34,877	14,877
Total revenues	<u>2,115,690</u>	<u>2,115,690</u>	<u>2,537,465</u>	<u>421,775</u>
<b>EXPENDITURES</b>				
Finance	6,700	6,700	1,597	5,103
Contingency	4,674,460	4,639,960	-	4,639,960
Total expenditures	<u>4,681,160</u>	<u>4,646,660</u>	<u>1,597</u>	<u>4,645,063</u>
Excess (deficiency) of revenues over (under) expenditures	(2,565,470)	(2,530,970)	2,535,868	5,066,838
<b>OTHER FINANCING USES</b>				
Transfers out	(2,168,080)	(2,202,580)	(1,122,658)	1,079,922
Net change in fund balances	(4,733,550)	(4,733,550)	1,413,210	6,146,760
Fund balances--beginning	4,733,550	4,733,550	5,205,778	472,228
Fund balances--ending	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 6,618,988</u>	<u>\$ 6,618,988</u>

CITY OF WILSONVILLE, OREGON

Sewer Fund

Reconciliation of Budgetary Revenues and Expenditures to GAAP

For the year ended June 30, 2014

	<u>Revenues</u>	<u>Expenditures</u>
<b>Budgetary Basis:</b>		
Sewer Operating Fund	\$ 7,350,111	\$ 6,349,136
Sewer Capital Projects Fund	20,563	8,045,956
Sewer Development Charges Fund	2,537,465	1,597
Total	<u>9,908,139</u>	<u>14,396,689</u>
 Adjustments:		
Collection on notes receivable	(370)	-
Principal payment on credit facility	-	(2,190,000)
Expenditures capitalized	-	(7,978,471)
Support services	-	396,175
Depreciation expense	-	935,880
Bond issuance cost	74,465	-
Amortization of bond defeasance	-	10,190
Disposition of fixed assets	71,251	-
Revenues and expenses	<u>\$ 10,053,485</u>	<u>\$ 5,570,463</u>
 <b>GAAP Basis:</b>		
Operating	\$ 7,285,854	\$ 4,169,423
Nonoperating	265,413	1,401,040
Capital contributions - grants and fees	2,502,218	-
Total - page 47	<u>\$ 10,053,485</u>	<u>\$ 5,570,463</u>

**CITY OF WILSONVILLE, OREGON**  
**Stormwater Operating Fund**  
**Schedule of Revenues, Expenditures, and Changes in Fund Balances -**  
**Budget and Actual**  
*For the year ended June 30, 2014*

	Budgeted Amounts		Actual Amounts Budgetary Basis	Variance With Final Budget Positive (Negative)
	Original	Final		
<b>REVENUES</b>				
Charges for services	\$ 1,334,000	\$ 1,334,000	\$ 1,392,150	\$ 58,150
Investment revenue	3,500	3,500	1,140	(2,360)
Other revenues	-	-	1,721	1,721
Total revenues	<u>1,337,500</u>	<u>1,337,500</u>	<u>1,395,011</u>	<u>57,511</u>
<b>EXPENDITURES</b>				
Finance	33,640	33,640	28,373	5,267
Human Resources	202	202	75	127
Stormwater Management	188,919	177,419	155,113	22,306
Stormwater Maintenance	523,265	442,844	382,243	60,601
Contingency	142,380	-	-	-
Total expenditures	<u>888,406</u>	<u>654,105</u>	<u>565,804</u>	<u>88,301</u>
Excess of revenues over expenditures	449,094	683,395	829,207	145,812
<b>OTHER FINANCING USES</b>				
Transfers out	(1,106,085)	(1,340,386)	(1,286,068)	54,318
Net change in fund balances	(656,991)	(656,991)	(456,861)	200,130
Fund balances--beginning	805,991	805,991	577,699	(228,292)
Fund balances--ending	<u>\$ 149,000</u>	<u>\$ 149,000</u>	<u>\$ 120,838</u>	<u>\$ (28,162)</u>

**CITY OF WILSONVILLE, OREGON**  
**Stormwater Capital Projects Fund**  
**Schedule of Revenues, Expenditures, and Changes in Fund Balances -**  
**Budget and Actual**  
*For the year ended June 30, 2014*

	Budgeted Amounts		Actual Amounts Budgetary Basis	Variance With Final Budget Positive (Negative)
	Original	Final		
<b>REVENUES</b>				
Investment revenue	\$ 50	\$ 50	\$ 95	\$ 45
<b>EXPENDITURES</b>				
Capital outlay	863,582	1,115,168	982,153	133,015
Contingency	10,354	10,354	-	10,354
Total expenditures	873,936	1,125,522	982,153	143,369
Deficiency of revenues under expenditures	(873,886)	(1,125,472)	(982,058)	143,414
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfers in	1,002,211	1,254,672	1,104,215	(150,457)
Transfers out	(138,630)	(139,505)	(122,062)	17,443
Total other financing sources (uses)	863,581	1,115,167	982,153	(133,014)
Net change in fund balances	(10,305)	(10,305)	95	10,400
Fund balances--beginning	10,305	10,305	10,264	(41)
Fund balances--ending	\$ -	\$ -	\$ 10,359	\$ 10,359

**CITY OF WILSONVILLE, OREGON**  
**Stormwater Development Charges Fund**  
**Schedule of Revenues, Expenditures, and Changes in Fund Balances -**  
**Budget and Actual**  
*For the year ended June 30, 2014*

	Budgeted Amounts		Actual Amounts Budgetary Basis	Variance With Final Budget Positive (Negative)
	Original	Final		
<b>REVENUES</b>				
System development fees	\$ 637,793	\$ 637,793	\$ 327,476	\$ (310,317)
Investment revenue	4,500	4,500	5,082	582
Total revenues	<u>642,293</u>	<u>642,293</u>	<u>332,558</u>	<u>(309,735)</u>
<b>EXPENDITURES</b>				
Finance Department	1,400	1,400	309	1,091
Contingency	1,325,355	1,289,945	-	1,289,945
Total expenditures	<u>1,326,755</u>	<u>1,291,345</u>	<u>309</u>	<u>1,291,036</u>
Excess (deficiency) of revenues over (under) expenditures	(684,462)	(649,052)	332,249	981,301
<b>OTHER FINANCING USES</b>				
Transfers out	(141,226)	(176,636)	(50,927)	125,709
Net change in fund balances	(825,688)	(825,688)	281,322	1,107,010
Fund balances--beginning	825,688	825,688	843,546	17,858
Fund balances--ending	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,124,868</u>	<u>\$ 1,124,868</u>

CITY OF WILSONVILLE, OREGON

Stormwater Fund

Reconciliation of Budgetary Revenues and Expenditures to GAAP

For the year ended June 30, 2014

	<u>Revenues</u>	<u>Expenditures</u>
<b>Budgetary Basis:</b>		
Stormwater Operating Fund	\$ 1,395,011	\$ 565,804
Stormwater Capital Projects Fund	95	982,153
Stormwater Development Charges Fund	332,558	309
Total	<u>1,727,664</u>	<u>1,548,266</u>
 Adjustments:		
Expenditures capitalized	-	(657,416)
Support services	-	210,164
Depreciation expense	-	1,005,716
Loss on disposition of fixed assets	-	743,690
Revenues and expenses	<u>\$ 1,727,664</u>	<u>\$ 2,850,420</u>
 <b>GAAP Basis:</b>		
Operating	\$ 1,393,871	\$ 2,106,730
Nonoperating	6,317	743,690
Capital contributions - grants and fees	327,476	-
Total - page 47	<u>\$ 1,727,664</u>	<u>\$ 2,850,420</u>

**CITY OF WILSONVILLE, OREGON**  
**Street Lighting Fund**  
**Schedule of Revenues, Expenditures, and Changes in Fund Balances -**  
**Budget and Actual**  
*For the year ended June 30, 2014*

	Budgeted Amounts		Actual Amounts Budgetary Basis	Variance With Final Budget Positive (Negative)
	Original	Final		
<b>REVENUES</b>				
Charges for services	\$ 397,000	\$ 397,000	\$ 421,986	\$ 24,986
Investment revenue	5,000	5,000	4,960	(40)
Total revenues	<u>402,000</u>	<u>402,000</u>	<u>426,946</u>	<u>24,946</u>
<b>EXPENDITURES</b>				
Street Lighting	304,574	304,574	266,706	37,868
Contingency	855,295	523,695	-	523,695
Total expenditures	<u>1,159,869</u>	<u>828,269</u>	<u>266,706</u>	<u>561,563</u>
Excess (deficiency) of revenues over (under) expenditures	(757,869)	(426,269)	160,240	586,509
<b>OTHER FINANCING USES</b>				
Transfers out	(58,240)	(389,840)	(198,573)	191,267
Net change in fund balances	(816,109)	(816,109)	(38,333)	777,776
Fund balances--beginning	877,109	877,109	935,358	58,249
Fund balances--ending	<u>\$ 61,000</u>	<u>\$ 61,000</u>	<u>\$ 897,025</u>	<u>\$ 836,025</u>

**CITY OF WILSONVILLE, OREGON**  
**Street Lighting Fund**  
**Reconciliation of Budgetary Revenues and Expenditures to GAAP**  
*For the year ended June 30, 2014*

	Revenues	Expenditures
<b>Budgetary Basis:</b>		
Street Lighting Fund	\$ 426,946	\$ 266,706
<b>Adjustments:</b>		
Depreciation expense	-	75,236
Revenues and expenses	\$ 426,946	\$ 341,942
<b>GAAP Basis:</b>		
Operating	\$ 421,986	\$ 341,942
Nonoperating	4,960	-
Total - page 47	\$ 426,946	\$ 341,942

**CITY OF WILSONVILLE, OREGON**  
**Reconciliation of Budgetary Fund Balance to**  
**GAAP - Net Position**  
*For the year ended June 30, 2014*

	<u>Total Water</u>	<u>Total Sewer</u>	<u>Total Stormwater</u>	<u>Total Street Lighting</u>
Fund balances - budget basis:				
Operating Fund	\$ 6,262,753	\$ 10,124,387	\$ 120,838	\$ 897,025
Capital Projects Fund	42,551	14,192	10,359	-
Development Charges Fund	1,309,093	6,618,988	1,124,868	-
Total fund balances - budget basis	<u>7,614,397</u>	<u>16,757,567</u>	<u>1,256,065</u>	<u>897,025</u>
Adjustments:				
Notes receivable	419,041	2,783	-	-
Bond premium	15,654	(1,191,448)	-	-
Capital assets, net	47,983,202	62,675,138	20,827,363	2,291,071
Debt payable	(10,184,249)	(37,959,809)	-	-
Total GAAP Net Position - page 46	<u>\$ 45,848,045</u>	<u>\$ 40,284,231</u>	<u>\$ 22,083,428</u>	<u>\$ 3,188,096</u>

**CITY OF WILSONVILLE, OREGON**

**Fleet Fund**

**Schedule of Revenues, Expenditures, and Changes in Fund Balances -**

**Budget and Actual**

*For the year ended June 30, 2014*

	Budgeted Amounts		Actual Amounts Budgetary Basis	Variance With Final Budget Positive (Negative)
	Original	Final		
<b>REVENUES</b>				
Charges for services	\$ 1,203,110	\$ 1,203,110	\$ 1,203,110	\$ -
Investment revenue	5,000	5,000	5,146	146
Other revenues	-	-	718	718
Total revenues	<u>1,208,110</u>	<u>1,208,110</u>	<u>1,208,974</u>	<u>864</u>
<b>EXPENDITURES</b>				
Human Resources	717	717	600	117
Fleet	1,344,014	1,348,514	1,333,186	15,328
Contingency	988,567	984,067	-	984,067
Total expenditures	<u>2,333,298</u>	<u>2,333,298</u>	<u>1,333,786</u>	<u>999,512</u>
Excess (deficiency) of revenues over (under) expenditures	(1,125,188)	(1,125,188)	(124,812)	1,000,376
<b>OTHER FINANCING USES</b>				
Sale of capital asset	-	-	17,579	17,579
Transfers out	(2,100)	(2,100)	(2,100)	-
Total other financing (uses)	<u>(2,100)</u>	<u>(2,100)</u>	<u>15,479</u>	<u>17,579</u>
Net change in fund balances	(1,127,288)	(1,127,288)	(109,333)	1,017,955
Fund balances--beginning	<u>1,188,288</u>	<u>1,188,288</u>	<u>1,244,137</u>	<u>55,849</u>
Fund balances--ending	<u>\$ 61,000</u>	<u>\$ 61,000</u>	<u>\$ 1,134,804</u>	<u>\$ 1,073,804</u>
Adjustment from budgetary basis to generally accepted accounting basis:				
Capital assets			<u>536,477</u>	
Fund balances - generally accepted accounting principles basis			<u>1,671,281</u>	

**OTHER  
FINANCIAL SCHEDULES**

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**CITY OF WILSONVILLE, OREGON**  
**Schedule of Property Tax Transactions and Outstanding Balances**  
**(Excluding Urban Renewal Agency)**  
*For the fiscal year ended June 30, 2014*

Tax Year	Property Taxes Receivable July 1, 2013	Levy as Extended by Assessor	Discounts and Adjustments	Cash Collections	Property Taxes Receivable June 30, 2014	Interest Received
2013-14	\$ -	\$ 5,905,785	\$ (160,803)	\$ (5,582,279)	\$ 162,703	\$ 1,532
2012-13	162,387	-	(4,355)	(75,222)	82,811	4,443
2011-12	91,107	-	(1,167)	(31,022)	58,918	4,712
2010-11	59,047	-	(14,824)	(23,636)	35,191	5,478
2009-10	33,195	-	(698)	(9,322)	23,175	2,735
and prior	13,147	-	(1,728)	(2,227)	9,189	238
	<u>\$ 358,883</u>	<u>\$ 5,905,785</u>	<u>\$ (183,575)</u>	<u>\$ (5,723,708)</u>	<u>\$ 371,990</u>	<u>\$ 19,137</u>

**Summary of property taxes receivable by fund:**

General Fund	\$ 348,330
Debt Service Fund (excluding Urban Renewal Debt Service Fund)	23,660
Total property taxes receivable	<u>\$ 371,990</u>

	<u>General</u>	<u>Debt Service</u>	<u>Total</u>
<b>Reconciliation to revenue:</b>			
Cash collections	\$ 5,336,214	\$ 387,492	\$ 5,723,706
Other discounts and adjustments	27,681	2,010	29,691
Total tax revenue	<u>\$ 5,363,895</u>	<u>\$ 389,502</u>	<u>\$ 5,753,398</u>

**Reconciliation to the Governmental Fund Statement of Revenues, Expenditures and Changes in Fund Balances at pages 42 and 43:**

Total taxes at pages 42 and 43	\$ 20,822,581
Adjustments:	
Payroll taxes collected in the Transit Fund (page 79)	(4,342,353)
Urban Renewal Debt Service (pages 97-98)	(7,552,134)
Franchise Fees (page 144)	(2,901,830)
Hotel/Motel Taxes (page 144)	(272,866)
	<u>\$ 5,753,398</u>

**CITY OF WILSONVILLE, OREGON**  
**Urban Renewal Debt Service Funds**  
**Schedule of Property Tax Transactions and Outstanding Balances**  
*For the fiscal year ended June 30, 2014*

Year of Levy	Property Taxes Receivable July 1, 2013	Levy as Extended by Assessor	Discounts and Adjustments	Cash Collections	Property Taxes Receivable June 30, 2014	Interest Received
2013-14	\$ -	\$ 7,760,043	\$ (210,419)	\$ (7,332,065)	\$ 217,559	\$ 2,009
2012-13	216,407	-	(5,807)	(99,692)	110,908	5,867
2011-12	109,315	-	(1,555)	(37,027)	70,733	5,629
2010-11	70,237	-	(18,500)	(27,867)	41,995	7,043
2009-10	43,139	-	(859)	(12,157)	30,124	3,575
and prior	15,949	-	(2,073)	(2,654)	11,222	132
	<u>\$ 455,047</u>	<u>\$ 7,760,043</u>	<u>\$ (239,213)</u>	<u>\$ (7,511,461)</u>	<u>\$ 482,541</u>	<u>\$ 24,255</u>

**Summary of property taxes receivable by fund:**

Year 2000 Plan	\$ 287,247
West Side District	195,293
Total property taxes receivable	<u>\$ 482,541</u>

**Reconciliation to revenue:**

	<u>Year 2000 Plan</u>	<u>West Side District</u>	<u>Total</u>
Cash collections	\$ 4,168,559	\$ 3,342,902	\$ 7,511,461
Other discounts and adjustments	22,388	18,285	40,672
Total tax revenue	<u>\$ 4,190,947</u>	<u>\$ 3,361,187</u>	<u>\$ 7,552,133</u>

**Reconciliation to the Governmental Fund Statement of Revenues, Expenditures and Changes in Fund Balances at pages 42 and 43:**

Total taxes at pages 42 and 43	\$ 20,822,581
Adjustments:	
Payroll taxes collected in the Transit Fund (page 79)	(4,342,353)
General Fund Property Taxes (page 127)	(5,753,398)
Franchise Fees (page 144)	(2,901,830)
Hotel/Motel Taxes (page 144)	(272,866)
	<u>\$ 7,552,133</u>

**STATISTICAL SECTION**



## Statistical Section

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

<u>Contents</u>	<u>Page</u>
<b>Financial Trends</b> These schedules contain trend information to help the reader understand how the City's financial performance and well-being have changed over time.	132
<b>Revenue Capacity</b> These schedules contain information to help the reader assess the City's most significant local revenue source, property taxes.	142
<b>Debt Capacity</b> These schedules present information to help the reader assess the affordability of the City's current levels of outstanding debt and the City's ability to issue additional debt in the future.	150
<b>Demographic and Economic Information</b> These schedules offer demographic and economic indicators to help the reader understand the environment within which the city's financial activities take place.	160
<b>Operating Information</b> These schedules contain information about the City's operations and resources to help the reader understand how the City's financial information relates to the services the city provides and the activities it performs.	164

**Sources:** Unless otherwise noted the information in these schedules is derived from the City's comprehensive annual financial reports for the relevant year.

CITY OF WILSONVILLE, OREGON

Net Position by Component

Last Ten Fiscal Years

	Fiscal Year			
	2014	2013	2012	2011
Governmental Activities				
Net investment in capital assets	\$ 182,563,852	\$ 172,030,623	\$ 155,303,313	\$ 150,438,791
Restricted	15,999,315	16,256,180	19,949,141	19,192,234
Unrestricted	27,912,417	26,960,064	25,930,589	24,134,580
Total governmental activities net position	<u>\$ 226,475,584</u>	<u>\$ 215,246,867</u>	<u>\$ 201,183,043</u>	<u>\$ 193,765,605</u>
Business-type activities				
Net investment in capital assets	\$ 84,456,922	\$ 72,601,965	\$ 69,393,857	\$ 69,381,064
Restricted	9,135,299	11,686,021	7,273,385	8,255,338
Unrestricted	17,811,579	18,660,595	15,624,285	12,461,233
Total business-type activities net position	<u>\$ 111,403,800</u>	<u>\$ 102,948,581</u>	<u>\$ 92,291,527</u>	<u>\$ 90,097,635</u>
Primary government				
Net investment in capital assets	\$ 267,020,774	\$ 244,632,588	\$ 224,697,170	\$ 219,819,855
Restricted	25,134,614	27,942,201	27,222,526	27,447,572
Unrestricted	45,723,996	45,620,659	41,554,874	36,595,813
Total primary government net position	<u>\$ 337,879,384</u>	<u>\$ 318,195,448</u>	<u>\$ 293,474,570</u>	<u>\$ 283,863,240</u>

Continued on page 133.

Fiscal Year					
2010	2009	2008	2007	2006	2005
\$ 148,408,001	\$ 145,226,430	\$ 142,514,681	\$ 112,210,377	\$ 104,077,756	\$ 108,344,597
21,247,738	20,870,117	22,132,604	28,263,091	28,996,950	23,708,297
20,569,991	20,101,537	18,908,042	17,069,299	20,380,379	15,321,881
<u>\$ 190,225,730</u>	<u>\$ 186,198,084</u>	<u>\$ 183,555,327</u>	<u>\$ 157,542,767</u>	<u>\$ 153,455,085</u>	<u>\$ 147,374,775</u>
\$ 65,194,932	\$ 68,333,124	\$ 65,371,937	\$ 57,252,903	\$ 56,506,690	\$ 55,616,729
9,160,631	8,534,673	9,177,950	10,429,078	10,839,730	10,377,636
12,704,478	9,904,816	10,920,689	10,081,324	5,186,898	3,415,909
<u>\$ 87,060,041</u>	<u>\$ 86,772,613</u>	<u>\$ 85,470,576</u>	<u>\$ 77,763,305</u>	<u>\$ 72,533,318</u>	<u>\$ 69,410,274</u>
\$ 213,602,933	\$ 213,559,554	\$ 207,886,618	\$ 169,463,280	\$ 160,584,446	\$ 163,961,326
30,408,369	29,404,790	31,310,554	38,692,169	39,836,680	34,085,933
33,274,469	30,006,353	29,828,731	27,150,623	25,567,277	18,737,790
<u>\$ 277,285,771</u>	<u>\$ 272,970,697</u>	<u>\$ 269,025,903</u>	<u>\$ 235,306,072</u>	<u>\$ 225,988,403</u>	<u>\$ 216,785,049</u>

**CITY OF WILSONVILLE, OREGON**

**Changes in Net Position**

*Last Ten Fiscal Years*

	Fiscal Year			
	2014	2013	2012	2011
<b>Program Revenues</b>				
Governmental activities:				
Charges for services:				
General government	\$ 797,639	\$ 653,034	\$ 611,014	\$ 587,408
Public safety	325,251	427,345	480,649	533,887
Transportation*	275,561	330,707	313,431	364,041
Public works*	714,558	644,332	670,839	646,979
Culture and recreations	190,180	219,645	184,036	162,036
Community development	3,057,239	2,594,270	2,663,637	2,328,205
Operating grants and contributions	2,647,055	4,498,701	2,525,535	2,486,094
Capital grants and contributions	15,488,068	14,372,709	6,816,917	4,718,798
<b>Total governmental activities program revenues</b>	<b>23,495,551</b>	<b>23,740,743</b>	<b>14,266,058</b>	<b>11,827,448</b>
Business-type activities:				
Charges for services:				
Water	6,784,658	6,830,022	5,564,931	5,056,627
Sewer	7,198,881	6,224,907	5,559,439	5,110,099
Stormwater	1,392,150	1,164,818	972,101	953,103
Streetlights	421,986	388,128	381,615	374,855
Operating grants and contributions	4,721	4,474	3,948	-
Capital grants and contributions	8,321,936	8,803,248	4,843,011	3,384,992
<b>Total business-type activities program revenues</b>	<b>24,124,332</b>	<b>23,415,597</b>	<b>17,325,045</b>	<b>14,879,676</b>
<b>Total primary government program revenues</b>	<b>\$ 47,619,883</b>	<b>\$ 47,156,340</b>	<b>\$ 31,591,103</b>	<b>\$ 26,707,124</b>
<b>Expenses</b>				
Governmental activities:				
General government	\$ 2,783,098	\$ 2,728,128	\$ 2,715,431	\$ 3,857,483
Public safety	3,931,951	3,836,302	3,767,419	3,758,486
Transportation*	4,973,506	5,008,045	4,665,878	4,421,328
Public works*	10,160,489	8,632,592	7,890,575	7,973,978
Culture and recreation	3,819,439	3,684,702	2,324,820	2,210,216
Community development	4,748,107	4,771,245	3,615,081	3,814,630
Interest on long-term debt	1,635,091	1,657,706	1,585,132	1,532,853
<b>Total governmental activities expenses</b>	<b>32,051,681</b>	<b>30,318,720</b>	<b>26,564,336</b>	<b>27,568,974</b>
Business-type activities:				
Water	9,219,979	6,022,898	6,492,487	5,929,144
Sewer	5,424,747	5,069,866	6,759,615	3,991,549
Stormwater	2,850,421	1,742,041	1,820,865	1,772,143
Streetlights	341,942	337,426	329,931	333,589
<b>Total business-type activities</b>	<b>17,837,089</b>	<b>13,172,231</b>	<b>15,402,898</b>	<b>12,026,425</b>
<b>Total primary government expenses</b>	<b>\$ 49,888,770</b>	<b>\$ 43,490,951</b>	<b>\$ 41,967,234</b>	<b>\$ 39,595,399</b>

\*Fleet was moved from a Public Works function to a Transportation function in 2006-07.

Continued on page 135.

		Fiscal Year									
		2010	2009	2008	2007	2006	2005				
\$	550,187	\$	680,409	\$	680,409	\$	634,259	\$	607,723	\$	555,729
	365,082		356,710		356,710		391,233		367,431		361,396
	1,394,463		1,388,163		1,388,163		1,147,816		1,109,459		33,860
	624,647		633,589		633,589		669,400		604,577		1,551,413
	152,498		160,454		160,454		147,707		155,113		204,126
	1,359,674		1,794,304		1,794,304		2,571,583		2,409,342		2,487,212
	2,064,880		2,232,036		2,232,036		1,568,798		1,686,479		2,381,551
	4,644,661		1,708,482		1,708,482		24,572,641		4,609,997		5,682,994
	<u>11,156,092</u>		<u>8,954,147</u>		<u>8,954,147</u>		<u>31,703,437</u>		<u>11,550,121</u>		<u>13,258,281</u>
	4,969,233		5,393,190		5,393,190		5,309,720		5,850,106		5,398,575
	4,547,155		4,208,502		4,208,502		4,252,771		4,272,015		2,912,646
	937,249		924,072		924,072		855,001		865,831		826,382
	375,483		380,989		380,989		371,580		365,970		353,205
	30,634		-		-		-		-		33,334
	<u>1,976,536</u>		<u>2,061,757</u>		<u>2,061,757</u>		<u>6,633,934</u>		<u>3,948,172</u>		<u>4,263,763</u>
	<u>12,836,290</u>		<u>12,968,510</u>		<u>12,968,510</u>		<u>17,423,006</u>		<u>15,302,094</u>		<u>13,787,905</u>
\$	<u>23,992,382</u>	\$	<u>21,922,657</u>	\$	<u>21,922,657</u>	\$	<u>49,126,443</u>	\$	<u>26,852,215</u>	\$	<u>27,046,186</u>
\$	2,303,475	\$	2,648,401	\$	2,648,401	\$	2,485,385	\$	2,870,773	\$	2,562,815
	3,536,948		3,211,057		3,211,057		3,001,569		2,834,694		2,671,832
	5,228,701		5,011,679		5,011,679		3,819,281		3,554,524		2,616,737
	8,166,407		7,586,798		7,586,798		7,884,280		7,131,013		6,725,620
	2,474,430		1,967,497		1,967,497		1,860,681		2,094,102		1,679,238
	3,483,069		3,813,327		3,813,327		4,022,866		4,333,009		4,517,017
	<u>1,399,271</u>		<u>1,129,551</u>		<u>1,129,551</u>		<u>1,722,989</u>		<u>1,634,126</u>		<u>1,066,741</u>
	<u>26,592,301</u>		<u>25,368,310</u>		<u>25,368,310</u>		<u>24,797,051</u>		<u>24,452,241</u>		<u>21,840,000</u>
	5,470,193		5,813,041		5,813,041		5,552,777		5,439,332		5,518,677
	3,990,851		3,852,727		3,852,727		3,578,437		3,708,148		3,339,460
	3,038,784		2,201,863		2,201,863		1,787,975		1,623,325		2,020,266
	<u>328,009</u>		<u>311,587</u>		<u>311,587</u>		<u>276,241</u>		<u>240,044</u>		<u>207,902</u>
	<u>12,827,837</u>		<u>12,179,218</u>		<u>12,179,218</u>		<u>11,195,430</u>		<u>11,010,849</u>		<u>11,086,305</u>
\$	<u>39,420,138</u>	\$	<u>37,547,528</u>	\$	<u>37,547,528</u>	\$	<u>35,992,481</u>	\$	<u>35,463,090</u>	\$	<u>32,926,305</u>

Continued on pages 136 and 137.

**CITY OF WILSONVILLE, OREGON**  
**Changes in Net Position - Continued**  
*Last Ten Fiscal Years*

	Fiscal Year			
	2014	2013	2012	2011
<b>Net (Expense)/Revenue</b>				
Governmental activities	\$ (8,556,130)	\$ (6,577,977)	\$ (12,298,278)	\$ (15,741,526)
Business-type activities	6,287,243	10,243,366	1,922,147	2,853,251
Total primary government net expenses	<u>\$ (2,268,887)</u>	<u>\$ 3,665,389</u>	<u>\$ (10,376,131)</u>	<u>\$ (12,888,275)</u>
<b>General Revenues and Other Changes in Net Position</b>				
Governmental activities:				
Taxes				
Property taxes, levied for general purposes	\$ 5,427,603	\$ 5,149,667	\$ 5,127,828	\$ 4,972,375
Property taxes, levied for debt service	7,903,772	7,533,683	6,779,063	6,599,440
Franchise, transit and hotel taxes	7,517,049	7,153,920	6,906,126	6,679,236
Interest and investment earnings	292,755	278,195	387,203	382,004
Other revenues	522,988	689,869	478,413	616,198
Transfers	(1,879,320)	(163,533)	22,440	22,440
Gain (loss) on disposition of capital assets	-	-	14,643	9,708
Special item - writedown note receivable	-	-	-	-
Total governmental activities	<u>19,784,847</u>	<u>20,641,801</u>	<u>19,715,716</u>	<u>19,281,401</u>
Business-type activities:				
Investment revenue	173,556	204,594	267,623	169,176
Other revenues	115,100	45,561	26,562	37,607
Transfers	1,879,320	163,533	(22,440)	(22,440)
Gain (loss) on disposition of capital assets	-	-	-	-
Special item - writedown note receivable	-	-	-	-
Total business-type activities	<u>2,167,976</u>	<u>413,688</u>	<u>271,745</u>	<u>184,343</u>
Total primary government	<u>\$ 21,952,823</u>	<u>\$ 21,055,489</u>	<u>\$ 19,987,461</u>	<u>\$ 19,465,744</u>
<b>Change in Net Position</b>				
Governmental activities	\$ 11,228,717	\$ 14,063,824	\$ 7,417,438	\$ 3,539,875
Business-type activities	8,455,219	10,657,054	2,193,892	3,037,594
Total primary government	<u>\$ 19,683,936</u>	<u>\$ 24,720,878</u>	<u>\$ 9,611,330</u>	<u>\$ 6,577,469</u>

Continued on page 137.

Fiscal Year					
2010	2009	2008	2007	2006	2005
\$ (15,436,209)	\$ (16,414,163)	\$ 6,906,386	\$ (12,902,120)	\$ (8,581,719)	\$ (7,293,905)
8,453	789,292	6,227,576	4,291,245	2,701,600	4,521,697
<u>\$ (15,427,756)</u>	<u>\$ (15,624,871)</u>	<u>\$ 13,133,962</u>	<u>\$ (8,610,875)</u>	<u>\$ (5,880,119)</u>	<u>\$ (2,772,208)</u>
\$ 4,843,914	\$ 4,650,115	\$ 4,507,213	\$ 4,364,739	\$ 4,121,436	\$ 3,974,389
7,053,024	6,947,574	6,066,111	5,023,395	4,452,170	4,328,909
6,681,467	6,120,632	5,250,229	4,772,969	4,205,444	3,926,043
563,385	1,170,778	1,936,619	2,495,667	1,516,730	957,629
386,794	368,873	313,359	289,210	338,626	229,332
22,000	22,000	22,400	22,400	22,400	22,400
(86,729)	(223,052)	1,010,243	21,422	5,223	(87,977)
-	-	-	-	-	(119,453)
<u>19,463,855</u>	<u>19,056,920</u>	<u>19,106,174</u>	<u>16,989,802</u>	<u>14,662,029</u>	<u>13,231,272</u>
235,283	493,062	982,010	931,154	424,907	299,826
65,692	41,683	480,214	29,988	18,937	29,306
(22,000)	(22,000)	(22,400)	(22,400)	(22,400)	(22,400)
-	-	39,871	-	-	(100,670)
-	-	-	-	-	(95,248)
<u>278,975</u>	<u>512,745</u>	<u>1,479,695</u>	<u>938,742</u>	<u>421,444</u>	<u>110,814</u>
<u>\$ 19,742,830</u>	<u>\$ 19,569,665</u>	<u>\$ 20,585,869</u>	<u>\$ 17,928,544</u>	<u>\$ 15,083,473</u>	<u>\$ 13,342,086</u>
\$ 4,027,646	\$ 2,642,757	\$ 26,012,560	\$ 4,087,682	\$ 6,080,310	\$ 5,937,367
287,428	1,302,037	7,707,271	5,229,987	3,123,044	4,632,511
<u>\$ 4,315,074</u>	<u>\$ 3,944,794</u>	<u>\$ 33,719,831</u>	<u>\$ 9,317,669</u>	<u>\$ 9,203,354</u>	<u>\$ 10,569,878</u>

**CITY OF WILSONVILLE, OREGON**  
**Fund Balance, Governmental Funds**  
*Last Ten Fiscal Years*

	Fiscal Year				
	2014	2013	2012	2011	2010
General Fund					
Reserved	\$ -	\$ -	\$ -	\$ -	\$ -
Unreserved	-	-	-	-	12,948,430
Nonspendable	262,760	179,474	154,591	278,160	-
Restricted	120,886	255,602	220,623	198,176	-
Committed	4,034,000	3,000,000	660,000	630,000	-
Assigned	6,098,472	6,103,072	7,729,767	7,449,762	-
Unassigned	4,406,127	5,253,764	5,240,118	4,938,489	-
Total general fund	<u>14,922,245</u>	<u>14,791,912</u>	<u>14,005,099</u>	<u>13,494,587</u>	<u>12,948,430</u>
All Other Governmental Funds					
Reserved	-	-	-	-	-
Unreserved, reported in:					
Special revenue funds	-	-	-	-	8,175,337
Capital projects funds	-	-	-	-	12,460,845
Debt service funds	-	-	-	-	8,421,698
Permanent fund	-	-	-	-	-
Nonspendable	18,255	655	31,330	60	-
Restricted	18,017,255	17,856,439	20,970,793	20,003,844	-
Committed	1,899,000	815,000	430,000	450,000	-
Assigned	12,335,197	11,510,687	13,245,593	14,690,925	-
Unassigned	-	(250,764)	(902,056)	(926,791)	-
Total all other governmental funds	<u>32,269,707</u>	<u>29,932,017</u>	<u>33,775,660</u>	<u>34,218,038</u>	<u>29,057,880</u>
Total governmental funds	<u>\$ 47,191,952</u>	<u>\$ 44,723,929</u>	<u>\$ 47,780,759</u>	<u>\$ 47,712,625</u>	<u>\$ 42,006,310</u>

Note: Effective Fiscal Year 2011 this schedule was modified due to the implementation of GASB54.

Continued on page 139.

Fiscal Year				
2009	2008	2007	2006	2005
\$ -	\$ -	\$ -	\$ -	\$ -
12,004,578	10,095,293	9,544,337	9,296,700	8,891,537
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
12,004,578	10,095,293	9,544,337	9,296,700	8,891,537
25,841	30,145	34,198	38,017	41,613
8,197,863	8,905,249	7,560,104	6,608,781	4,564,428
15,493,538	17,282,245	21,664,881	28,125,658	17,365,251
5,368,409	4,842,189	6,555,242	5,110,271	7,578,215
12,115	11,874	11,390	10,908	10,477
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
29,097,766	31,071,702	35,825,815	39,893,635	29,559,984
\$ 41,102,344	\$ 41,166,995	\$ 45,370,152	\$ 49,190,335	\$ 38,451,521

**CITY OF WILSONVILLE, OREGON**  
**Changes in Fund Balances of Governmental Funds**  
*Last Ten Fiscal Years*

	Fiscal Year			
	2014	2013	2012	2011
<b>Revenues</b>				
Taxes	\$ 20,822,581	\$ 19,821,949	\$ 18,687,975	\$ 18,301,829
Intergovernmental	4,040,465	7,912,876	4,572,155	3,442,467
Licenses and permits	2,590,587	2,095,744	1,754,771	1,698,896
Charges for services	2,387,261	1,967,389	2,159,615	2,029,357
System development fees	2,937,790	2,856,439	2,034,016	2,472,380
Fines and forfeitures	247,534	351,077	404,950	460,326
Special assessments	-	-	-	-
Investment revenue	287,606	271,444	361,238	360,167
Developer Reimbursement	-	-	981,390	1,053,423
Other revenues	1,294,611	743,195	321,441	482,929
Total Revenues	<u>34,608,435</u>	<u>36,020,113</u>	<u>31,277,551</u>	<u>30,301,774</u>
<b>Expenditures</b>				
Current operating				
General government	3,193,887	3,119,706	2,978,116	2,889,297
Public safety	3,932,008	3,830,566	3,759,006	3,752,705
Transportation*	4,420,600	4,305,685	4,163,757	4,101,501
Public works*	1,571,556	1,543,999	2,317,533	2,230,352
Culture and recreation	3,328,472	3,194,630	2,311,199	2,180,547
Community development	4,574,487	4,929,877	3,772,696	3,867,838
Debt service				
Principal	8,537,000	16,173,000	11,241,000	23,051,000
Interest	1,614,615	1,637,230	1,645,515	1,500,455
Capital outlay	5,818,786	13,441,567	8,790,979	9,539,960
Total expenditures	<u>36,991,411</u>	<u>52,176,260</u>	<u>40,979,801</u>	<u>53,113,655</u>
Excess (deficiency) of revenues over (under) expenditures	<u>(2,382,976)</u>	<u>(16,156,147)</u>	<u>(9,702,250)</u>	<u>(22,811,881)</u>
<b>Other financing sources (uses)</b>				
Sale of capital assets	24,646	5,004	479,770	-
Issuance of debt	4,500,000	12,500,000	8,000,000	31,500,000
Proceeds of interfund loan	4,500,000	-	-	-
Payment of interfund loan	(4,500,000)	-	-	-
Transfers in	3,991,874	6,840,052	5,997,837	3,622,326
Transfers out	(3,665,521)	(6,245,739)	(4,707,223)	(3,597,846)
Refinanced Debt	-	-	-	-
Write down of note receivable	-	-	-	-
Total other financing sources (uses)	<u>4,850,999</u>	<u>13,099,317</u>	<u>9,770,384</u>	<u>31,524,480</u>
Net change in fund balance	<u>\$ 2,468,023</u>	<u>\$ (3,056,830)</u>	<u>\$ 68,134</u>	<u>\$ 8,712,599</u>
Debt service as a percentage of noncapital expenditures				
	29.04%	45.04%	38.92%	53.07%

\*Fleet was moved from a Public Works function to a Transportation function in 2006-07.

Continued on page 141.

		Fiscal Year									
		2010	2009	2008	2007	2006	2005				
\$	18,563,276	\$	17,537,478	\$	15,705,805	\$	14,131,618	\$	12,805,208	\$	12,321,640
	3,667,223		2,862,897		3,839,498		2,991,919		3,481,442		5,223,270
	741,206		817,600		1,552,387		1,728,532		1,792,590		1,542,893
	3,137,518		3,628,028		3,335,662		3,081,490		2,822,659		3,721,549
	2,558,287		1,060,695		1,657,905		1,654,877		3,253,555		3,220,983
	293,007		287,000		330,149		317,579		311,545		265,556
	-		-		207,017		207,017		207,017		249,521
	563,524		1,170,779		1,936,617		2,495,671		1,516,728		957,629
	-		-		-		-		-		-
	1,132,553		381,987		259,347		245,509		264,026		198,820
	<u>30,656,594</u>		<u>27,746,464</u>		<u>28,824,387</u>		<u>26,854,212</u>		<u>26,454,770</u>		<u>27,701,861</u>
	2,702,120		2,736,250		2,460,157		2,431,499		2,431,504		2,615,706
	3,564,996		3,209,673		2,997,046		2,832,369		2,671,842		2,372,183
	4,760,206		4,531,414		3,468,681		3,160,327		2,340,002		2,084,935
	2,195,740		1,990,580		2,078,855		2,039,136		2,407,419		2,570,604
	2,053,931		1,748,050		1,488,135		1,532,199		1,487,159		1,411,128
	3,529,006		3,762,140		4,076,353		4,156,031		4,173,794		3,961,331
	2,702,000		5,215,176		6,610,552		2,528,157		6,725,960		1,665,156
	1,349,746		1,120,132		1,720,249		1,646,971		928,858		588,828
	7,876,482		8,019,700		17,857,695		18,370,106		18,421,818		13,851,165
	<u>30,734,227</u>		<u>32,333,115</u>		<u>42,757,723</u>		<u>38,696,795</u>		<u>41,588,356</u>		<u>31,121,036</u>
	<u>(77,633)</u>		<u>(4,586,651)</u>		<u>(13,933,336)</u>		<u>(11,842,583)</u>		<u>(15,133,586)</u>		<u>(3,419,175)</u>
	959,599		-		1,507,779		-		-		-
	-		31,000,000		8,200,000		8,000,000		25,850,000		2,000,000
	-		-		4,200,000		-		-		-
	-		-		(4,200,000)		-		-		-
	4,460,740		5,104,170		5,311,338		3,490,961		1,210,646		3,374,851
	(4,438,740)		(5,082,170)		(5,288,938)		(3,468,561)		(1,188,246)		(3,352,451)
	-		(26,500,000)		-		-		-		-
	-		-		-		-		-		(119,453)
	<u>981,599</u>		<u>4,522,000</u>		<u>9,730,179</u>		<u>8,022,400</u>		<u>25,872,400</u>		<u>1,902,947</u>
\$	<u>903,966</u>	\$	<u>(64,651)</u>	\$	<u>(4,203,157)</u>	\$	<u>(3,820,183)</u>	\$	<u>10,738,814</u>	\$	<u>(1,516,228)</u>
	16.59%		24.70%		31.53%		19.03%		32.45%		11.42%

**CITY OF WILSONVILLE, OREGON**

**Program Revenues by Function**

*Last Ten Fiscal Years*

	<b>Fiscal Year</b>				
	<b>2014</b>	<b>2013</b>	<b>2012</b>	<b>2011</b>	<b>2010</b>
<b>Program Revenues</b>					
Governmental activities:					
General government	\$ 822,639	\$ 653,034	\$ 611,014	\$ 587,408	\$ 632,343
Public safety	325,251	451,065	576,200	633,017	462,852
Transportation*	1,317,171	3,305,284	1,062,785	963,213	2,159,116
Public works*	15,614,308	14,582,252	7,316,025	5,870,786	5,218,171
Culture and recreation	2,358,943	2,154,838	2,036,397	1,444,819	1,323,936
Community development	3,057,239	2,594,270	2,663,637	2,328,205	1,359,674
Subtotal governmental activities	<u>23,495,551</u>	<u>23,740,743</u>	<u>14,266,058</u>	<u>11,827,448</u>	<u>11,156,092</u>
Business-type activities:					
Water	8,932,423	11,567,221	7,751,248	6,656,443	5,504,540
Sewer	11,554,572	8,194,564	7,094,096	6,559,246	4,973,346
Stormwater	2,978,437	3,052,480	1,987,464	1,263,932	1,982,921
Streetlights	658,900	601,332	492,237	400,055	375,483
Subtotal business-type activities	<u>24,124,332</u>	<u>23,415,597</u>	<u>17,325,045</u>	<u>14,879,676</u>	<u>12,836,290</u>
Total primary government	<u>\$ 47,619,883</u>	<u>\$ 47,156,340</u>	<u>\$ 31,591,103</u>	<u>\$ 26,707,124</u>	<u>\$ 23,992,382</u>

\*Fleet was moved from a Public Works function to a Transportation function in 2006-07.

Continued on page 143.

<u>2009</u>	<u>2008</u>	<u>Fiscal Year 2007</u>	<u>2006</u>	<u>2005</u>
\$ 695,136	\$ 635,487	\$ 607,723	\$ 555,729	\$ 545,975
457,135	507,524	462,394	435,654	362,651
2,435,814	1,579,076	2,035,873	1,271,140	2,475,212
2,674,287	25,399,653	4,629,313	7,292,761	7,196,773
897,471	997,114	1,385,476	1,215,785	1,297,096
1,794,304	2,584,583	2,429,342	2,487,212	2,246,220
<u>8,954,147</u>	<u>31,703,437</u>	<u>11,550,121</u>	<u>13,258,281</u>	<u>14,123,927</u>
6,444,390	7,315,083	7,022,001	7,469,692	7,316,142
4,705,275	5,965,237	5,962,187	3,753,023	4,036,280
1,354,206	3,494,106	1,827,386	2,065,885	2,757,015
464,639	648,580	490,520	499,305	475,537
<u>12,968,510</u>	<u>17,423,006</u>	<u>15,302,094</u>	<u>13,787,905</u>	<u>14,584,974</u>
<u>\$ 21,922,657</u>	<u>\$ 49,126,443</u>	<u>\$ 26,852,215</u>	<u>\$ 28,708,901</u>	<u>\$ 19,940,864</u>

**CITY OF WILSONVILLE, OREGON**  
**General Governmental Revenues**  
**Taxes, Licenses and Permits Breakdown**  
*Last Ten Fiscal Years*

Fiscal Year	Taxes					Licenses and Permits		
	Property Tax	Hotel/Motel Tax	Transit Tax	Franchise Taxes	Total	Business Licenses	Construction Permits	Total
04-05	\$ 8,395,595	\$ 189,537	\$ 2,082,524	\$ 1,653,984	\$ 12,321,640	\$ 126,387	\$ 1,416,506	\$ 1,542,893
05-06	8,599,764	207,002	2,233,915	1,764,527	12,805,208	125,300	1,667,290	1,792,590
06-07	9,358,648	267,651	2,543,971	1,961,348	14,131,618	136,398	1,592,134	1,728,532
07-08	10,455,577	275,369	2,792,901	2,181,958	15,705,805	150,147	1,402,239	1,552,386
08-09	11,416,846	218,608	3,412,030	2,489,994	17,537,478	146,831	670,769	817,600
09-10	11,881,810	193,106	3,781,052	2,707,308	18,563,276	118,090	619,492	737,582
10-11	11,622,593	214,109	3,893,919	2,571,208	18,301,829	148,304	1,550,593	1,698,897
11-12	11,781,849	208,890	4,048,569	2,648,667	18,687,975	127,587	1,627,184	1,754,771
12-13	12,668,030	242,369	3,990,885	2,920,665	19,821,949	127,817	1,967,928	2,095,744
13-14	13,305,532	272,866	4,342,353	2,901,830	20,822,581	159,029	2,431,558	2,590,587

Source: City Financial Database

CITY OF WILSONVILLE, OREGON

Assessed Value of Property

Last Ten Fiscal Years

Fiscal Year	Real Property	Manufactured Structures	Personal Property	Public Utility	Total Taxable Assessed Value	Total Direct Tax Rate	Estimated Real Market Value (RMV)	Assesed value as a percentage of RMV
04-05	\$ 1,645,091,994	\$ 6,108,411	\$ 141,609,215	\$ 49,394,909	\$ 1,842,204,529	\$ 5.0719	\$ 2,320,353,518	79.4%
05-06	1,760,110,345	6,013,226	143,594,111	50,816,040	1,960,533,722	4.8703	2,602,032,428	75.3%
06-07	1,849,153,556	5,070,954	148,056,561	51,751,100	2,054,032,171	5.0961	2,958,936,921	69.4%
07-08	1,990,701,518	3,804,826	148,204,758	53,135,980	2,195,847,082	5.3894	3,426,298,443	64.1%
08-09	2,118,528,768	2,587,776	154,814,762	57,317,440	2,333,248,746	5.5930	3,740,996,089	62.4%
09-10	2,238,849,237	2,109,242	146,408,186	73,413,350	2,460,780,015	5.3797	3,558,020,924	69.2%
10-11	2,297,751,878	1,477,037	138,643,379	64,906,300	2,502,778,594	5.1626	3,120,831,254	80.2%
11-12	2,356,793,428	1,488,886	127,983,237	64,488,750	2,550,754,301	5.1756	2,905,321,351	87.8%
12-13	2,431,588,350	1,443,509	140,544,804	59,271,200	2,632,847,863	5.5302	2,917,733,750	90.2%
13-14	2,553,479,774	1,354,850	142,768,534	60,386,090	2,757,989,248	5.3660	3,081,155,412	89.5%

Source: Assessment and Taxation Rolls, Clackamas and Washington Counties

**CITY OF WILSONVILLE, OREGON**  
**Consolidated Tax Rates - Direct and Overlapping Governments**  
*Last Ten Fiscal Years*

**City Direct Rates <sup>1</sup>**

<b>Fiscal Year</b>	<b>Basic Rate</b>	<b>Exempt Bond Rate</b>	<b>Urban Renewal Agency</b>	<b>Total Direct Rate</b>
04-05	\$ 2.2000	\$ 0.2215	\$ 2.6504	\$ 5.0719
05-06	2.1780	0.1954	2.4969	4.8703
06-07	2.1437	0.1802	2.7722	5.0961
07-08	2.0873	0.1594	3.1427	5.3894
08-09	2.0464	0.1500	3.3966	5.5930
09-10	2.0295	0.1423	3.2079	5.3797
10-11	2.0598	0.1399	2.9629	5.1626
11-12	2.0590	0.1372	2.9794	5.1756
12-13	1.9953	0.1292	3.4057	5.5302
13-14	2.0173	0.1233	3.2254	5.3660
without urban renewal restatement of rates 13-14	2.5206	0.1540	-	2.6746

**Overlapping Rates <sup>1</sup>**

<b>Fiscal Year</b>	<b>Clackamas County</b>	<b>Clackamas County Urban Renewal Agency</b>	<b>Tualatin Valley Fire and Rescue</b>	<b>West Linn Wilsonville School District 3J</b>	<b>Clackamas County Community College</b>	<b>Clackamas ESD</b>	<b>Other <sup>2</sup></b>	<b>Total Direct and Overlapping</b>
04-05	\$ 2.0612	\$ 0.1726	\$ 1.5939	\$ 7.6641	\$ 0.6618	\$ 0.3084	\$ 0.3044	\$ 17.8383
05-06	2.0386	0.1775	1.6081	7.9043	0.6456	0.3053	0.3267	17.8764
06-07	2.0016	0.1254	1.5848	7.8161	0.6034	0.3029	0.3209	17.8512
07-08	2.2303	0.0943	1.6017	7.5705	0.5957	0.2937	0.4656	18.2412
08-09	2.1864	0.1045	1.5529	7.2654	0.5834	0.2864	0.4319	18.0039
09-10	2.5131	0.1584	1.5976	7.7230	0.5589	0.2849	0.4680	18.6836
10-11	2.5444	0.1578	1.6040	8.0149	0.5553	0.2896	0.4439	18.7725
11-12	2.5480	0.1382	1.6510	8.0141	0.5404	0.2900	0.3556	18.7129
12-13	2.4683	0.1467	1.5967	7.8467	0.5347	0.2798	0.4287	18.8318
13-14	2.5055	0.0065	1.6016	7.8649	0.5489	0.2887	0.5150	18.6971

Rates are per \$1,000 of assessed value.

<sup>1</sup> Starting in 2003, urban renewal rates are separately stated. City and overlapping rates are reduced for the effect of the separately stated urban renewal rates

<sup>2</sup> Other includes: Port of Portland, Metro, Vector Control and beginning in 2010 Clackamas Library and 4H Districts

**Sources:**

*Taxation Rolls, Clackamas and Washington Counties*  
*Rates are for tax code 003-023 within Clackamas County*  
*Rates are net of reallocation due to urban renewal*

**CITY OF WILSONVILLE, OREGON**

**Principal Tax Payers**

*Current year and nine years ago*

		<b>2013-14</b>		
<u>Taxpayer</u>	<u>Type of Business</u>	<u>Assessed Taxes</u>	<u>Assessed Value</u>	<u>Percent of City AV*</u>
Xerox Corporation	Color printers	\$ 1,362,134	\$ 75,949,274	2.6%
Mentor Graphics Corporation	CAD software systems	1,143,838	63,191,146	2.1%
Argyle Capital LLC	Shopping center	843,148	48,858,710	1.6%
Carlyle Group	Apartments	758,151	40,549,109	1.4%
Coca-Cola Bottling Company	Bottling & Distribution Center	612,011	34,261,005	1.2%
Sysco/Continental Food Service	Warehouse & Distribution Center	570,510	31,487,769	1.1%
Fred Meyer Stores Inc.	Grocery retail	559,121	30,660,150	1.0%
BIT Holdings	Hollywood Entertainment properties	543,238	30,127,115	1.0%
Wagner Donna	Property Management	508,619	28,216,696	1.0%
Senior Partners Portfolio LLC	Commercial property	488,041	29,990,461	1.0%
		<u>\$ 7,388,811</u>	<u>\$ 413,291,435</u>	<u>13.9%</u>

		<b>2004-05</b>		
<u>Taxpayer</u>	<u>Type of Business</u>	<u>Assessed Taxes</u>	<u>Assessed Value</u>	<u>Percent of City AV**</u>
Xerox Corporation	Color printers	\$ 1,228,746	\$ 73,047,006	4.0%
Mentor Graphics Corporation	CAD software systems	1,017,075	57,740,085	3.1%
Goodman Financial Services	Rental properties	506,378	28,617,343	1.6%
Village at Main Street	Property management	497,923	27,909,684	1.5%
Calwest Industrail Hldg LLC	Industrial	435,073	24,389,827	1.3%
Nike USA Inc.	Athletic wear distribution	416,723	24,825,178	1.3%
AMB Property LP	Industrial	394,178	22,342,355	1.2%
Specht Wilsonville LLC	Commercial property	341,492	19,143,765	1.0%
Eastern Western Corporation	Canyon Creek Apartments	330,678	18,628,150	1.0%
Capital Realty Corp	Town Center Shopping Center	322,017	18,821,469	1.0%
		<u>\$ 5,490,283</u>	<u>\$ 315,464,862</u>	<u>17.1%</u>

\*Total City assessed valuation base for 2013-14 was \$ 2,963,131,498

\*\*Total City assessed valuation base for 2003-04 was \$1,842,204,529.

Sources: Clackamas and Washington Counties Assessor's Offices

**CITY OF WILSONVILLE, OREGON**  
**Property Tax Levies and Collections**  
*Last Ten Fiscal Years*

Fiscal Year	Total Tax Levy	Collected within the Fiscal Year of the Levy		Collected in Subsequent Years	Total Collections to Date	
		Amount	Percentage of Levy		Amount	Percentage of Levy
04-05	\$ 8,628,462	\$ 8,402,131	97.38%	\$ 224,622	\$ 8,626,753	99.98%
05-06	8,827,926	8,614,064	97.58%	211,810	8,825,874	99.98%
06-07	9,661,412	9,403,305	97.33%	254,421	9,657,726	99.96%
07-08	10,870,774	10,505,261	96.64%	358,816	10,864,077	99.94%
08-09	11,933,979	11,432,862	95.80%	472,506	11,905,368	99.76%
09-10	12,235,865	11,466,269	93.71%	362,860	11,829,129	96.68%
10-11	11,983,119	11,222,902	93.66%	319,975	11,542,877	96.33%
11-12	12,205,591	11,477,423	94.03%	247,305	11,724,728	96.06%
12-13	13,388,794	12,341,681	92.18%	184,631	12,526,312	93.56%
13-14	13,665,828	12,956,170	94.81%	-	12,956,170	94.81%

Sources: Tax Turnover reports from Washington and Clackamas Counties

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**CITY OF WILSONVILLE, OREGON**  
**Ratios of Outstanding Debt by Type**  
*Last Ten Fiscal Years*

Fiscal Year	Governmental Activities			
	General Obligation Bonds	Special Assessment Bonds and Notes Payable	Urban Renewal Revenue Bonds and Notes Payable	Certificates of Participation
04-05	\$ 3,150,000	\$ 530,000	\$ 11,151,000	\$ 497,809
05-06	2,920,000	530,000	30,701,000	301,848
06-07	2,680,000	230,000	36,917,000	97,691
07-08	2,430,000	-	39,059,000	25,139
08-09	2,170,000	-	38,629,000	-
09-10	1,900,000	-	36,197,000	-
10-11	1,620,000	-	44,926,000	-
11-12	1,325,000	-	41,980,000	-
12-13	1,015,000	-	38,617,000	-
13-14	695,000	-	34,900,000	-

Note: Details regarding the City's outstanding debt can be found in the Notes to Basic Financial Statements

\* Personal Income and population data can be found in the demographic statistics on page 160.

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**Business-Type Activities**

	<u>Water Revenue Bonds</u>	<u>Sewer FF&amp;C Bonds</u>	<u>Water FF&amp;C Bonds</u>	<u>Total Primary Government</u>	<u>Percentage of Personal Income*</u>	<u>Per Capita*</u>
\$	12,270,000	\$ 5,740,904	\$ 8,710,694	\$ 42,050,407	6.51%	\$ 2,588
	12,168,474	5,355,918	8,349,272	60,326,512	8.71%	3,654
	11,401,083	4,934,149	7,966,029	64,225,952	8.65%	3,804
	10,598,692	4,467,380	7,875,000	64,455,211	8.27%	3,703
	9,751,301	3,980,611	7,395,000	61,925,912	7.91%	3,452
	9,028,910	8,473,842	6,895,000	62,494,752	7.71%	3,468
	8,271,519	9,300,995	6,380,000	70,498,514	8.42%	3,896
	7,484,128	42,660,378	5,845,000	99,294,506	10.51%	5,075
	6,661,737	41,425,913	5,285,000	93,004,650	N/A	4,533
	5,814,346	39,161,448	4,710,000	85,280,794	N/A	3,957

**CITY OF WILSONVILLE, OREGON**  
**Ratio of Net General Obligation Bonded Debt**  
**To Assessed Value and Net General Obligation Bonded Debt Per Capita**  
*Last Ten Fiscal Years*

<b>Fiscal Year</b>	<b>Population<sup>1</sup></b>	<b>*Assessed Value<sup>2</sup></b>	<b>Gross Bonded Debt</b>	<b>Less Debt Service Money Available<sup>3</sup></b>	<b>Net Bonded Debt</b>	<b>Ratio of Net Bonded Debt to Assessed Value</b>	<b>Net Bonded Debt Per Capita</b>
04-05	16,250	\$ 1,842,204,529	\$ 3,150,000	\$ 158,047	\$ 2,991,953	0.16%	\$ 184.12
05-06	16,510	1,960,533,722	2,920,000	222,976	2,697,024	0.14%	163.36
06-07	16,885	2,054,032,171	2,680,000	222,951	2,457,049	0.12%	145.52
07-08	17,405	2,195,847,082	2,430,000	198,772	2,231,228	0.10%	128.19
08-09	17,940	2,333,248,746	2,170,000	181,690	1,988,310	0.09%	110.83
09-10	18,020	2,460,780,015	1,900,000	171,832	1,728,168	0.07%	95.90
10-11	18,095	2,502,778,594	1,620,000	159,580	1,460,420	0.06%	80.71
11-12	19,565	2,550,754,301	1,325,000	132,649	1,192,351	0.05%	60.94
12-13	20,515	2,632,847,863	1,015,000	99,149	915,851	0.03%	44.64
13-14	21,550	2,757,989,248	695,000	66,599	628,401	0.02%	29.16

\* Includes Urban Renewal Increment

<sup>1</sup> From table *Demographic Statistics*

<sup>2</sup> From table *Assessed Value of Property*

<sup>3</sup> Ending fund balances

**CITY OF WILSONVILLE, OREGON**  
**Ratio of Annual Debt Service Expenditures for General Obligation Bonded Debt**  
**to Total General Governmental Expenditures**  
*Last Ten Fiscal Years*

<b>Fiscal Year</b>	<b>Principal</b>	<b>Interest <sup>1</sup></b>	<b>Total Debt Service</b>	<b>Total General Governmental Expenditures <sup>2</sup></b>	<b>Ratio of Debt Service to Governmental Expenditures</b>
04-05	\$ 220,000	\$ 147,710	\$ 367,710	\$ 31,121,036	1.18%
05-06	230,000	138,910	368,910	41,588,356	0.89%
06-07	240,000	129,710	369,710	38,696,795	0.96%
07-08	250,000	120,110	370,110	42,757,723	0.87%
08-09	260,000	110,110	370,110	32,333,115	1.14%
09-10	270,000	99,450	369,450	30,734,227	1.20%
10-11	280,000	87,975	367,975	53,113,655	0.69%
11-12	295,000	75,935	370,935	40,979,801	0.91%
12-13	310,000	62,660	372,660	52,176,260	0.71%
13-14	340,000	33,360	373,360	36,991,411	1.01%

<sup>1</sup> Excludes bond issuance and other costs

<sup>2</sup> Totals from *Changes in Fund Balance of Governmental Funds* table

CITY OF WILSONVILLE, OREGON

Computation of Legal Debt Margin

Last ten fiscal years

	Fiscal Year				
	2014	2013	2012	2011	2010
Total real market value	\$ 2,757,989,248	\$ 2,632,847,863	\$ 2,917,733,750	\$ 3,120,831,254	\$ 3,558,020,924
Legal Debt Margin:					
Debt limitation:					
3 percent of total real market value	\$ 82,739,677	\$ 78,985,436	\$ 87,532,013	\$ 93,624,938	\$ 106,740,628
Debt applicable to limitation:					
General obligation bonded debt	695,000	1,015,000	1,015,000	1,620,000	1,900,000
Less: Amount available for repayment of general obligation bonds	(66,599)	(99,149)	(99,149)	(152,857)	(171,832)
Total debt applicable to limitation	628,401	915,851	915,851	1,467,143	1,728,168
Legal Debt Margin	\$ 82,111,276	\$ 78,069,585	\$ 86,616,162	\$ 92,157,795	\$ 105,012,460
Total net debt applicable to the limit as a percentage of debt limit	0.76%	1.16%	1.05%	1.57%	1.62%

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Fiscal Year				
2009	2008	2007	2006	2005
<u>\$ 3,740,996,089</u>	<u>\$ 3,426,298,443</u>	<u>\$ 2,958,936,921</u>	<u>\$ 2,602,032,428</u>	<u>\$ 2,320,353,518</u>
<u>\$ 112,229,883</u>	<u>\$ 102,788,953</u>	<u>\$ 88,768,108</u>	<u>\$ 78,060,973</u>	<u>\$ 69,610,606</u>
2,170,000	2,430,000	2,680,000	2,920,000	3,150,000
<u>(181,690)</u>	<u>(198,772)</u>	<u>(222,951)</u>	<u>(222,976)</u>	<u>(158,047)</u>
<u>1,988,310</u>	<u>2,231,228</u>	<u>2,457,049</u>	<u>2,697,024</u>	<u>2,991,953</u>
<u>\$ 110,241,573</u>	<u>\$ 100,557,725</u>	<u>\$ 86,311,059</u>	<u>\$ 75,363,949</u>	<u>\$ 66,618,653</u>
1.77%	2.17%	2.77%	3.46%	4.30%

**CITY OF WILSONVILLE, OREGON**  
**Computation of Direct and Overlapping Debt**  
**Governmental Activities**  
*June 30, 2014*

<b>Jurisdiction</b>	<b>Debt Outstanding</b>	<b>Percentage Applicable to Government<sup>1</sup></b>	<b>Amount Applicable to Government</b>
Direct:			
City of Wilsonville	\$ 35,595,000	100.00%	\$ 35,595,000
Overlapping:			
Clackamas County	105,205,000	5.65%	5,947,449
Clackamas County ESD	24,190,000	6.26%	1,513,834
Clackamas County School District No. 3J	186,589,645	32.80%	61,198,791
Clackamas County School District No. 86	77,457,992	13.43%	10,402,531
Clackamas County Community College	70,005,000	7.74%	5,415,797
Metro	254,820,000	1.58%	4,032,017
Northwest Regional ESD	5,125,000	0.29%	14,765
Port of Portland	66,738,667	1.45%	969,579
Portland Community College	486,300,000	0.24%	1,152,045
Washington County	92,635,000	0.57%	524,499
Tualatin Valley Fire & Rescue	55,600,000	5.38%	2,991,224
Washington County School District No. 88J	109,238,213	7.37%	8,048,999
Total Overlapping	<u>1,533,904,517</u>		<u>102,211,530</u>
Total Debt	<u>\$ 1,569,499,517</u>		<u>\$ 137,806,530</u>

Note: Overlapping governments are those that coincide, at least in part, 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 the City. 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.

<sup>1</sup>The percentage applicable to government is determined on the assessed value of the overlapping districts. The numerator is the City's assessed value and the denominator is the assessed value of the overlapping district.

Source: Oregon State Treasury, Debt Management Division

**CITY OF WILSONVILLE, OREGON**

Revenue Bond Coverage

Sewer Fund

*Last Ten Fiscal Years*

Fiscal Year	Gross Revenues <sup>1</sup>	Operating Expenses <sup>2</sup>	Net Revenue Available for Debt Service	Debt Service Requirements <sup>3</sup>			Coverage
				Principal	Interest	Total	
04-05	\$ 2,889,244	\$ 2,127,207	\$ 762,037	\$ 382,139	\$ 309,651	\$ 691,790	1.10
05-06	3,299,254	2,266,417	1,032,837	403,179	302,167	705,346	1.46
06-07	5,066,725	2,587,239	2,479,486	415,000	199,530	614,530	4.03
07-08	4,980,834	2,510,902	2,469,932	460,000	189,017	649,017	3.81
08-09	4,789,267	2,665,793	2,123,474	480,000	170,055	650,055	3.27
09-10	4,979,409	2,883,911	2,095,498	500,000	198,622	698,622	3.00
10-11	5,544,145	2,521,736	3,022,409	520,000	214,972	734,972	4.11
11-12	6,623,862	2,686,945	3,936,917	540,000	924,245	1,464,245	2.69
12-13	7,192,162	2,526,259	4,665,903	1,160,000	1,428,245	2,588,245	1.80
13-14	8,105,552	2,862,090	5,243,462	2,190,000	1,390,851	3,580,851	1.46

<sup>1</sup> Total revenues includes interest and applicable system development charges

<sup>2</sup> Total operating expenses exclusive of depreciation and amortization

<sup>3</sup> Includes principal and interest of revenue bonds and note payable, excludes refunded bonds

Note: There is no pledged revenue coverage requirement for the bonds outstanding as of April 2006.

**CITY OF WILSONVILLE, OREGON**

**Revenue Bond Coverage**

**Water Fund**

*Last Ten Fiscal Years*

**1.10 Coverage Requirement**

<b>Fiscal Year</b>	<b>Gross Revenues<sup>1</sup></b>	<b>Operating Expenses<sup>2</sup></b>	<b>Net Revenues</b>	<b>Debt Service<sup>5</sup></b>	<b>Coverage Test</b>
04-05	\$ 4,936,627	\$ 2,582,296	\$ 2,354,331	\$ 1,303,908	1.81
05-06	5,473,682	3,028,078	2,445,604	1,131,161	2.16
06-07	6,020,525	2,235,682	3,784,843	1,272,455	2.97
07-08	6,219,203	3,051,970	3,167,233	1,270,011	2.49
08-09	5,519,892	3,134,288	2,385,604	1,277,651	1.87
09-10	5,086,008	3,044,334	2,041,674	1,113,151	1.83
10-11	5,092,813	3,180,505	1,912,308	1,112,951	1.72
11-12	5,700,484	2,906,300	2,794,184	1,112,551	2.51
12-13	6,880,192	3,473,667	3,406,525	1,113,459	3.06
13-14	6,836,067	3,781,662	3,054,405	1,108,389	2.76

<sup>1</sup> Gross revenues include all revenues from operations and interest. It excludes system development charges, bond proceeds, and taxes.

<sup>2</sup> Operating expenses include costs of operating and maintaining the water system.

It excludes depreciation, capital expenditures, debt service payments, and franchise fees.

<sup>3</sup> System Development Charges are amounts used for debt and funding rate stabilization account.

<sup>4</sup> Debt service reported on a cash basis.

<sup>5</sup> There is no pledged revenue coverage requirement for Junior Lien Debt outstanding as of December 2007.

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Senior Lien Covenant				Junior Lien Covenant		
1.25 Coverage Requirement						
System	Rate	Net				
Development	Stabilization	Revenues		Coverage	Debt	Combined
Charges <sup>3</sup>	Account	w/ SDC &		Test	Service <sup>4</sup>	Coverage
(SDCs)	Transfer (to) from	Stabilization				(1.25 test) <sup>5</sup>
\$ 350,000	-	\$ 2,704,331		2.07	\$ 819,658	1.27
350,000	-	2,795,604		2.47	819,158	1.43
350,000	-	4,134,843		3.25	822,908	1.97
350,000	-	3,517,233		2.77	964,673	
350,000	-	2,735,604		2.14	773,948	
350,000	-	2,391,674		2.15	775,083	
350,000	-	2,262,308		2.03	770,544	
350,000	-	3,144,184		2.83	770,331	
350,000	-	3,756,525		3.37	772,456	
350,000	-	3,404,405		3.07	765,559	

**CITY OF WILSONVILLE, OREGON**

**Demographic Statistics**

*Last Ten Fiscal Years*

<b>Fiscal Year</b>	<b>Population<sup>1</sup></b>	<b>Personal Income<sup>2</sup></b>	<b>*Per Capita Personal Income<sup>3</sup></b>	<b>*Median Household Buying Income<sup>4</sup></b>	<b>*Median Age<sup>4</sup></b>	<b>School Enrollment<sup>5</sup></b>	<b>*Unemployment Rate<sup>6</sup></b>
04-05	16,250	\$ 645,596,250	\$ 39,729	\$ 56,416	38.5	7,946	5.90%
05-06	16,510	692,990,740	41,974	54,480	38.1	8,080	5.00%
06-07	16,885	742,349,025	43,965	56,000	38.3	8,141	4.60%
07-08	17,405	779,796,215	44,803	61,220	39.0	8,332	5.50%
08-09	17,940	783,009,240	43,646	59,709	38.9	8,281	11.20%
09-10	18,020	810,071,080	44,954	63,093	39.0	8,373	10.60%
10-11	18,095	837,346,125	46,275	62,030	39.4	8,436	9.10%
11-12	19,565	944,715,590	48,286	58,055	40.9	8,441	7.70%
12-13	20,515	N/A	N/A	63,951	40.6	8,728	6.90%
13-14	21,550	N/A	N/A	N/A	N/A	9,010	6.00%

*Sources:*

<sup>1</sup> Center for Population Research and Census, PSU; [www.pdx.edu/prc/annualorpopulation.html](http://www.pdx.edu/prc/annualorpopulation.html)

<sup>2</sup> Estimation; Calculated, Population multiplied by Per Capita Personal Income.

<sup>3</sup> Bureau of Economic Analysis; <http://www.bea.gov/regional/reis> Portland, OR MSA

<sup>4</sup> Center for Population Research and Census; 2000 [www.census.gov/acs](http://www.census.gov/acs)

<sup>5</sup> Total combined enrollment for West Linn/Wilsonville School District.

<sup>6</sup> State of Oregon, Labor Market Information, Portland Office

\*Clackamas County

N/A: Data was not available for this year

**CITY OF WILSONVILLE, OREGON**  
**Top Fifteen Water System Customers**  
*by units of consumption as of June 30, 2014*

<b>Customer</b>	<b>Account Type</b>	<b>Percentage of Total Consumption</b>
Coca Cola	Industrial	7.81%
Oregon Department of Corrections	Public	5.96%
Madison at Bridge Creek	Multi-Family	2.35%
Xerox	Industrial	2.05%
Madison at Boulder Creek	Multi-Family	1.93%
Canyon Creek Apartments	Multi-Family	1.92%
Fujimi Corporation	Industrial	1.63%
CTL Properties	Multi-Family	1.60%
Wilsonville Summit Apts	Multi-Family	1.59%
Berkshire Court Apartments	Multi-Family	1.58%
Holland Residential	Multi-Family	1.38%
KWDS	Multi-Family	1.35%
CRP Holland Brenchley Estates	Multi-Family	1.28%
CH2M Hill	Public	1.27%
Village Residential II - LLC	Multi-Family	1.14%

*Source: City Utility Database*

**CITY OF WILSONVILLE, OREGON**  
**Principal Employers**  
*Current year and seven years ago*

		<b>2013-14</b>	
<b>Employer</b>	<b>Type of Business</b>	<b>Number of Employees</b>	<b>Percentage of total City employment*</b>
Stream International Inc	Customer and technical support	1,153	7.1%
Mentor Graphics Corporation	CAD software systems	964	5.9%
Xerox Corporation	Copiers and printers	706	4.3%
Rockwell Collins	Aerospace technology	584	3.6%
Sysco/Continental Food Service	Warehouse & distribution center	476	2.9%
Precision Interconnect	Electronic machinery	355	2.2%
Flir Systems Inc.	Thermal imaging/infrared equipment	331	2.0%
Coca Cola Bottling Company	Beverage distribution	285	1.7%
Fred Meyer Grocery	Grocery retail	275	1.7%
Costco	Wholesale retail	240	1.5%
		<b>5,369</b>	<b>32.9%</b>

		<b>2006-07</b>	
<b>Employer</b>	<b>Type of Business</b>	<b>Number of Employees</b>	<b>Percentage of total City employment**</b>
Xerox Corporation	Copiers and printers	1,666	11.0%
Mentor Graphics Corporation	CAD software systems	1,113	7.3%
Hollywood Entertainment	Video rental distribution	759	5.0%
Precision Interconnect	Electronic machinery	614	4.1%
Sysco Food Services	Warehouse & distribution center	445	2.9%
Fry's Electronics	Retail	278	1.8%
Rite Aid Distribution Center	Retail & distribution center	266	1.8%
InFocus Corporation	Data/Video Projectors	250	1.6%
Nike USA, Inc.	Athletic wear distribution	240	1.6%
Oregon Glass Company	Misc. Manufacturing	230	1.5%
		<b>5,861</b>	<b>38.7%</b>

\* Total city employment for 2012-13 was 16,300

\*\* Total city employment for 2006-07 was 15,156

Source: City Business License Database

**CITY OF WILSONVILLE, OREGON**  
**Full-time Equivalent City Government Employees by Function/Program**  
*Last ten fiscal years*

Function/Program	Full-time equivalent employees based on adopted budget									
	2014	2013	2012	2011	2010	2009	2008	2007	2006	2005
<b>General Government</b>										
Administration	5.00	4.50	6.00	6.00	5.00	5.00	5.00	5.00	5.00	5.00
Finance	9.40	9.15	8.90	8.90	8.85	8.80	8.75	8.75	8.75	8.75
Information Systems	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	4.00	4.00
Geographic Information Systems	1.50	1.50	1.50	1.50	1.00	1.00	1.00	1.00	0.00	0.00
Legal	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
Human Resources/Risk Management	2.85	2.85	2.85	2.85	2.82	2.82	2.90	2.90	2.90	2.91
	<u>24.75</u>	<u>24.00</u>	<u>25.25</u>	<u>25.25</u>	<u>23.67</u>	<u>23.62</u>	<u>23.65</u>	<u>23.65</u>	<u>23.65</u>	<u>23.66</u>
<b>Community Development</b>										
Administration <sup>3</sup>	4.50	6.50	6.50	6.00	8.40	8.40	7.75	7.20	7.20	7.00
Engineering	9.00	9.00	10.00	10.00	11.00	11.00	11.00	10.00	8.60	8.00
Building Inspections	5.60	5.10	5.10	5.10	6.35	6.35	6.35	6.00	6.00	5.00
Planning	7.60	7.00	7.00	7.50	8.50	8.50	8.50	8.30	8.30	7.30
Stormwater/Natural Resources <sup>3</sup>	2.00	3.00	3.00	3.00	1.00	1.00	0.00	0.00	0.00	0.00
	<u>28.70</u>	<u>30.60</u>	<u>31.60</u>	<u>31.60</u>	<u>35.25</u>	<u>35.25</u>	<u>33.60</u>	<u>31.50</u>	<u>30.10</u>	<u>27.30</u>
<b>Public Works</b>										
Administration	3.50	4.50	5.50	5.50	5.00	5.00	5.00	5.00	4.00	4.00
Buildings Maintenance <sup>2</sup>	5.50	4.25	4.25	4.25	3.25	4.75	4.50	10.00	7.50	6.50
Parks Maintenance <sup>2</sup>	0.00	7.25	7.00	7.00	7.00	6.00	5.50	0.00	0.00	0.00
Roads	4.05	3.75	3.75	3.75	3.75	3.25	2.75	2.50	2.50	2.50
Water Distribution and Sales	4.88	5.33	4.58	4.58	4.33	4.33	4.00	4.00	4.00	4.00
Stormwater Maintenance	1.94	1.84	1.84	1.84	1.84	1.84	2.25	2.00	2.00	1.50
Wastewater Collection <sup>4</sup>	2.13	1.83	8.16	8.16	8.16	7.83	7.50	7.50	7.50	8.50
Industrial Pretreatment	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Fleet <sup>1</sup>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5.50	5.50
	<u>23.00</u>	<u>29.75</u>	<u>36.08</u>	<u>36.08</u>	<u>34.33</u>	<u>34.00</u>	<u>32.50</u>	<u>32.00</u>	<u>34.00</u>	<u>33.50</u>
<b>Transportation</b>										
SMART Transit	36.07	36.44	36.19	35.69	35.29	34.29	28.77	28.17	28.77	24.92
Fleet <sup>1</sup>	6.60	6.50	7.00	7.00	7.00	7.00	5.50	5.50	0.00	0.00
	<u>42.67</u>	<u>42.94</u>	<u>43.19</u>	<u>42.69</u>	<u>42.29</u>	<u>41.29</u>	<u>34.27</u>	<u>33.67</u>	<u>28.77</u>	<u>24.92</u>
<b>Parks &amp; Recreation</b>										
General Services <sup>5</sup>	4.05	8.10	8.00	8.00	7.70	7.97	7.97	8.20	7.90	7.90
Senior Programs <sup>5</sup>	4.05	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Parks Maintenance <sup>2</sup>	8.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	<u>16.35</u>	<u>8.10</u>	<u>8.00</u>	<u>8.00</u>	<u>7.70</u>	<u>7.97</u>	<u>7.97</u>	<u>8.20</u>	<u>7.90</u>	<u>7.90</u>
<b>Library</b>										
	16.46	16.46	16.26	16.26	16.26	12.12	12.12	14.44	14.44	14.44
	<u>16.46</u>	<u>16.46</u>	<u>16.26</u>	<u>16.26</u>	<u>16.26</u>	<u>12.12</u>	<u>12.12</u>	<u>14.44</u>	<u>14.44</u>	<u>14.44</u>
<b>Public Safety</b>										
Municipal Court	1.50	2.00	2.00	2.00	2.00	2.00	1.95	1.90	1.90	1.90
	<u>1.50</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>1.95</u>	<u>1.90</u>	<u>1.90</u>	<u>1.90</u>
Total Full-time equivalents	<u>153.43</u>	<u>137.39</u>	<u>146.12</u>	<u>145.62</u>	<u>145.24</u>	<u>144.13</u>	<u>133.94</u>	<u>130.92</u>	<u>126.32</u>	<u>119.18</u>

<sup>1</sup> Fleet was moved from a Public Works function to a Transportation function in 2006-07.

<sup>2</sup> Prior to FY2008, Building and Park Maintenance were reported as one program. In FY2013-14 Parks Maintenance was moved from Public Works to Parks & Recreation

<sup>3</sup> 2 FTE moved from Community Development Admin to renamed Stormwater/Natural Resources Program in 2010-11.

<sup>4</sup> Wastewater Treatment (now contracted) is removed from Wastewater Collection effective FY 2013.

<sup>5</sup> Community Services were split into General Services and Senior Programs in FY2013-14

Source: City's Adopted Budget for relevant year.

CITY OF WILSONVILLE, OREGON

Operating Indicators by Function

Last Ten Fiscal Years

Function/Program	Fiscal Year			
	2014	2013	2012	2011
<b>Governmental activities:</b>				
<b>General</b>				
Total Employment	16,300	14,518	14,450	13,555
Reported Wages	\$ 868,470,652	\$ 798,177,084	\$ 809,713,768	\$ 778,783,722
<b>Transportation</b>				
Ridership	N/A	351,374	370,526	344,723
Cost Per Passenger	N/A	\$ 10.91	\$ 8.92	\$ 8.62
<b>Culture and Recreation</b>				
Library physical item circulation	N/A	515,595	518,290	507,074
Library e-book/downloadable circulation	N/A	11,263	9,489	7,916
Library volunteer hours	N/A	11,540	12,929	12,556
Library program attendance	N/A	26,776	31,485	N/A
Activities/classes offered for youth	N/A	73	75	81
Participants aged 0-18	N/A	1,886	2,126	2,385
Meals served on site for seniors	N/A	6,500	6,208	6,193
Home-delivered meals for seniors	N/A	6,500	6,362	6,185
<b>Community Development</b>				
Number of commercial permits	79	281	235	322
Value of commercial permits	\$ 8,949,456	\$ 65,866,867	\$ 44,406,434	\$ 60,461,916
Number of residential permits	57	465	443	63
Value of residential permits	\$ 11,166,176	\$ 60,817,484	\$ 51,818,359	\$ 9,300,787
<b>Business-type activities:</b>				
<b>Water</b>				
Annual Water Usage (Gallons)	911,433,512	945,427,120	832,927,920	839,998,016
Average Daily Water Usage (Gallons)	2,497,078	2,590,211	2,281,994	2,301,364

Source: Various City Departments

Continued on page 165.

		Fiscal Year									
		2010	2009	2008	2007	2006	2005				
	13,809		14,612	15,143	15,156	15,176	N/A				
\$	756,210,456	\$	682,405,944	\$	846,333,721	\$	770,900,133	\$	744,638,433	\$	694,174,543
	306,421		312,309	295,266	285,827	305,809	279,369				
\$	9.42	\$	9.52	\$	8.92	\$	8.40	\$	7.60	\$	9.10
	509,008		491,908	490,042	492,979	498,128	477,577				
	N/A		N/A	N/A	N/A	N/A	N/A				
	12,512		12,061	11,008	10,626	10,329	10,056				
	N/A		N/A	N/A	N/A	N/A	N/A				
	98		130	110	94	199	223				
	2,287		2,894	3,200	3,289	3,608	3,195				
	7,505		6,439	6,935	7,610	8,536	9,347				
	6,617		6,021	6,400	6,727	6,370	7,269				
	181		269	214	233	261	226				
\$	20,490,409	\$	20,681,082	\$	41,083,420	\$	16,041,835	\$	42,122,768	\$	25,847,803
	45		74	175	410	199	342				
\$	8,664,297	\$	12,692,759	\$	22,466,225	\$	49,770,593	\$	45,687,205	\$	40,604,606
	884,517,480		947,572,384	947,421,288	1,013,785,344	990,096,184	890,683,244				
	2,423,336		2,596,089	2,595,675	2,777,494	2,712,592	2,440,228				

**CITY OF WILSONVILLE, OREGON**

**Capital Asset Statistics by Function**

*Last Ten Fiscal Years*

Function/Program	Fiscal Year									
	2014	2013	2012	2011	2010	2009	2008	2007	2006	2005
<b>Governmental activities:</b>										
<b>General Government</b>										
Acreage in city limits	4,746	4,746	4,746	4,746	4,746	4,746	4,712	4,712	4,712	4,383
<b>Public Works</b>										
Number of city maintained parks	12	11	10	10	10	10	10	10	9	9
Number of partially city maintained parks	1	1	1	1	1	1	1	1	1	1
Park acreage*	187	185	201	201	201	201	201	201	166	166
Open space Acreage*	28	28	N/A							
Number of soccer fields	3	3	3	3	3	3	3	3	3	3
Number of baseball fields	5	5	5	5	5	5	5	5	5	5
Number of picnic shelters	10	9	8	8	8	8	8	8	7	6
Number of playgrounds	10	9	9	9	9	9	9	9	8	8
Miles of trails (in undeveloped areas of parks)	6	6	6	6	6	6	6	6	6	6
Miles of paths (in developed areas of parks)	5	5	5	5	5	5	5	5	5	5
Number of bridges	8	8	8	8	8	6	6	5	5	5
Number of tennis courts	2	2	2	2	2	2	2	2	2	2
Number of basketball courts	5	5	5	5	5	5	5	5	5	5
Number of skate parks	1	1	1	1	1	1	1	1	1	1
Number of dog exercise areas	1	1	1	1	1	1	1	1	1	1
Number of water features	4	3	3	3	3	3	3	3	2	1
Number of river docks	1	1	1	1	1	1	1	1	1	1
<b>Streets</b>										
Miles of streets	70	67	66	66	66	65.6	65.6	64.3	62.2	59.8
Signal lighted intersections	27	27	24	24	23	N/A	N/A	N/A	N/A	N/A
Freeway interchanges	3	3	3	3	3	N/A	N/A	N/A	N/A	N/A
Number of bridges	4	4	4	4	4	N/A	N/A	N/A	N/A	N/A
Number of foot bridges	1	1	1	1	1	N/A	N/A	N/A	N/A	N/A
<b>Business-type activities:</b>										
<b>Water</b>										
Water storage capacity (millions of gallons)	10.2	10.2	10.2	10.2	10.2	10.2	10.2	10.2	10.2	10.2
Miles of public water lines	90	85	85	77	76	76	76	73	73	72
Number of reservoirs	4	4	4	4	4	N/A	N/A	N/A	N/A	N/A
Number of wells	8	8	8	8	N/A	N/A	N/A	N/A	N/A	N/A
<b>Sewer</b>										
Miles of public sanitary sewer lines	73	73	73	73	72	72	72	67	64	52
Number of lift stations	8	8	8	8	N/A	N/A	N/A	N/A	N/A	N/A
<b>Stormwater</b>										
Miles of public stormwater lines	70	66	65	65	65	59	58	53	49	47
Public stormwater catchbasins	1,862	1,862	1,823	1,823	1,673	N/A	N/A	N/A	N/A	N/A
Public manholes	1,727	1,727	1,723	1,723	N/A	N/A	N/A	N/A	N/A	N/A
Number of detention ponds	10	10	10	10	N/A	N/A	N/A	N/A	N/A	N/A
<b>Streetlights</b>										
Number of streetlights (estimate)	2379	2311	2268	2213	2206	2066	2052	1971	1811	1750
Number of streetlight poles	2214	2144	N/A							

\*Prior to 2013 Park Acreage and Open space Acreages were combined

Source: Various City Departments/Capital Assets

## **COMPLIANCE SECTION**

- **Independent Auditor's Report  
Required by Oregon State Regulations**





## GROVE, MUELLER & SWANK, P.C.

CERTIFIED PUBLIC ACCOUNTANTS AND CONSULTANTS  
475 Cottage Street NE, Suite 200, Salem, Oregon 97301  
(503) 581-7788

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

Honorable Mayor, Members of the City Council, and the City Manager  
City of Wilsonville  
29799 SW Town Center Loop East  
Wilsonville, Oregon 97070

We have audited, in accordance with auditing standards generally accepted in the United States of America, the basic financial statements of the City of Wilsonville, Oregon as of and for the year ended June 30, 2014, and have issued our report thereon dated November 10, 2014.

#### *Compliance and Other Matters*

As part of obtaining reasonable assurance about whether the City'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).**

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 the City had overexpenditures of appropriations as noted in the notes to the financial statements.

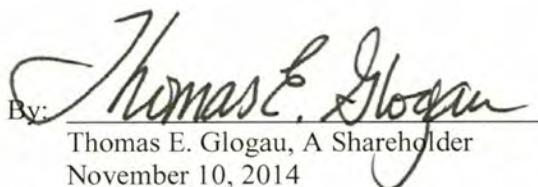
***Internal Control Over Financial Reporting***

In planning and performing our audit of the financial statements, we considered the 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 Wilsonville, Oregon 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:   
Thomas E. Glogau, A Shareholder  
November 10, 2014



CITY OF WILSONVILLE  
PARKS AND RECREATION DEPARTMENT

**Annual Financial Report  
for the Fiscal Year Ended  
June 30, 2014**

**City of Wilsonville,  
Oregon**

**Urban Renewal Agency  
(a component of the  
City of Wilsonville, Oregon)**



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

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

**ANNUAL  
FINANCIAL  
REPORT**

**FOR THE FISCAL YEAR ENDED JUNE 30, 2014**

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# URBAN RENEWAL AGENCY OF THE CITY OF WILSONVILLE

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

## ANNUAL FINANCIAL REPORT FISCAL YEAR ENDING JUNE 30, 2014

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# URBAN RENEWAL AGENCY OF THE CITY OF WILSONVILLE

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

## Governing Body Under ORS 457

<u>Name</u>	<u>Position</u>	<u>Term Expires</u>
Tim Knapp	Agency Chair	December 31, 2016
Julie Fitzgerald	Member	December 31, 2016
Richard Goddard	Member	December 31, 2014
Scott Starr	Member	December 31, 2014
Susie Stevens	Member	December 31, 2016

## Principal Officials

Bryan Cosgrove	Executive Director
Michael E. Kohlhoff	City Attorney
Susan Cole	City Finance Director
Sandra C. King	City Recorder

## **Mailing Address**

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

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



## **GROVE, MUELLER & SWANK, P.C.**

CERTIFIED PUBLIC ACCOUNTANTS AND CONSULTANTS  
475 Cottage Street NE, Suite 200, Salem, Oregon 97301  
(503) 581-7788

### ***INDEPENDENT AUDITOR'S REPORT***

Honorable Mayor, Members of the Governing Body  
City of Wilsonville Urban Renewal Agency  
29799 SW Town Center Loop East  
Wilsonville, Oregon 97070

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

We have audited the accompanying financial statements of the governmental activities and each major fund of the Urban Renewal Agency of the City of Wilsonville, Oregon (a component unit of the City of Wilsonville, Oregon) as of and for the year ended June 30, 2014, and the related notes to the financial statements, which collectively comprise the Agency's basic financial statements as listed in the table of contents.

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

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

#### ***Auditor's Responsibility***

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

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

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

#### ***Opinions***

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the Urban Renewal Agency of the City of

Wilsonville, as of June 30, 2014, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

***Other Matters***

*Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis (MD&A) (pages 7 through 12) be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context.

We have applied certain limited procedures to the management's discussion and analysis described in the previous 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 or 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 Data*

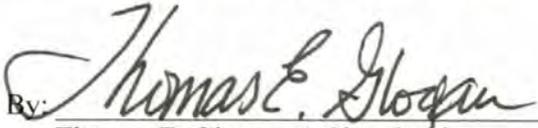
Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Agency's basic financial statements. The supplementary data is presented for the purpose of additional analysis and is not a required part of the basic financial statements.

The supplementary data 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, or other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the supplementary data is fairly presented, in all material respects, in relation to the basic financial statements as a whole.

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

In accordance with Minimum Standards for Audits of Oregon Municipal Corporations, we have issued our report dated November 10, 2014, 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:   
Thomas E. Glogau, A Shareholder  
November 10, 2014

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

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

**Management's Discussion and Analysis**

*For the Year Ended June 30, 2014*

This discussion is intended to be an easily readable analysis of the City of Wilsonville Urban Renewal Agency's (Agency) financial activities based on currently known facts, decisions and conditions. It focuses on current year activities and should be read in conjunction with the financial statements that follow.

**REPORT LAYOUT**

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

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

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

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

**AGENCY AS A WHOLE**

**Statements of Net Position**

**TABLE 1**  
**NET POSITION AT JUNE 30, 2014 AND 2013**  
(in thousands)

	Governmental Activities	
	2014	2013
Cash and investments	\$ 13,525	\$ 14,701
Other assets	516	473
Capital assets	13,562	15,341
Total assets	27,603	30,515
Other liabilities	671	903
Long-term debt	34,900	38,617
Total liabilities	35,571	39,520
Net position:		
Restricted	7,412	9,559
Unrestricted (deficit)	(15,380)	(18,565)
Total net position	\$ (7,968)	\$ (9,006)

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

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

**Management's Discussion and Analysis**

*For the Year Ended June 30, 2014*

**Highlights of Net Position**

- During the fiscal year, the Eastside Urban Renewal District retired the Series 2003 debt that was originally a \$10 million bond issue.
- Capital assets decreased \$1.8 million. The net decrease was due to \$2.4 million in completed capital assets transferred to the City and \$.6 million in various construction in progress projects.
- A deficit net position is common for urban renewal funds and is the result of transferring completed assets over to the City prior to the retirement of debt that financed the assets.

**Statements of Activities**

**TABLE 2**  
**FOR FISCAL YEARS ENDING JUNE 30, 2014 AND 2013**  
(in thousands)

	Governmental Activities	
	2014	2013
Program revenues		
Charges for services	\$ 2	\$ 24
Capital grants & contributions	-	24
General revenues		
Taxes	7,570	7,197
Interest	88	106
Other	90	160
Total revenues	<u>7,750</u>	<u>7,511</u>
Expenses		
Community development	2,807	2,293
Interest on debt	<u>1,530</u>	<u>1,602</u>
Total expenses	<u>4,337</u>	<u>3,895</u>
Revenues over expenses	3,413	3,616
Transfer of capital assets		
to primary government	<u>(2,375)</u>	<u>(6,965)</u>
Change in net position	1,038	(3,349)
Beginning net position (deficit)	<u>(9,006)</u>	<u>(5,657)</u>
Ending net position (deficit)	<u>\$ (7,968)</u>	<u>\$ (9,006)</u>

**Highlights of Activities**

In the West Side Plan, the Agency issued and repaid \$2.0 million in short-term financing. In the Year 2000 Plan, the Agency issued and repaid \$2.5 million in short-term financing.

Tax increment revenue totaled \$7.6 million and is restricted to repayment of debt. This revenue is up 5% from the prior year, reflecting the 3% legislative cap in assessed value and increased valuation due to new development in the Districts.

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

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

**Management's Discussion and Analysis**

*For the Year Ended June 30, 2014*

Program administration and non-capitalized project costs increased \$.4 million due to increased project activity in the districts.

The Agency transferred \$2.4 million of capital improvements to the City. These assets consisted of capital improvement projects funded with urban renewal monies that are either completed or not capitalizable. Completed capitalized projects transferred include \$2 million in infrastructure improvements for the wastewater treatment facility and \$.4 million for various road improvement projects.

**Budgetary Highlights**

The Agency's adopted budget was amended twice during the fiscal year. The first amendment was required to increase the West Side District Budget by \$207,000 for the costs associated with the Boeckman Bridge Improvements and increase the East Side District Budget by \$290,400 for the I-5 Interchange project. The second amendment increased the West Side District Budget by \$112,000 for additional costs associated with the Boeckman Bridge Improvements. The amendment also included a \$50,000 increase for consultants on the TIF Zone project and \$66,000 increase to the Planning Department support for their share of the Villebois Master Fees that were collected throughout the fiscal year.

**CAPITAL ASSETS AND DEBT ADMINISTRATION**

**Capital Assets**

As of June 30, 2014 the Agency had invested \$13.6 million in capital assets as reflected in the following table.

**TABLE 3**  
**CAPITAL ASSETS AT JUNE 30, 2014 AND 2013**  
(in thousands)

	Governmental Activities	
	2014	2013
Land	\$ 11,320	\$ 11,320
Buildings & improvements	1,246	1,299
Construction in progress	996	2,722
Total	<u>\$ 13,562</u>	<u>\$ 15,341</u>

The Agency purchases land and constructs improvements in furtherance of its mission. Generally, at the completion of a project the capital assets are transferred to the City at cost. Property and buildings not open for general public use or held by the Agency for future development remain as assets of the Agency.

As of June 30, 2014, land held includes possible future park and recreation sites. The Year 2000 Plan District includes property acquired in a prior year from the Wesleyan Church and property north of City Hall which is held for future development. Construction in progress is predominately related to improvements under construction on various road projects included in the Canyon Creek Extension project. Additional information about the Agency's capital assets and depreciation can be found beginning on page 27 in the Notes to the Basic Financial Statements.

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

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

**Management's Discussion and Analysis**

*For the Year Ended June 30, 2014*

**Debt Outstanding**

As of year-end, the Agency had \$34.9 million in debt outstanding, \$3.7 million less than the prior year. Of the outstanding debt, \$8 million is from the Year 2000 Plan District, and the remaining \$26.9 million is from the West Side District.

The table below presents outstanding debt by district. Approximately \$3.7 million in principal was retired or refinanced during the fiscal year and an additional \$4.5 million was issued and retired as short-term debt.

**TABLE 4**  
**DEBT OUTSTANDING AT JUNE 30, 2014 AND 2013**  
(in thousands)

	Governmental Activities	
	2014	2013
<b>West Side District:</b>		
Series 2013 Credit Facility	\$ 6,775	\$ 7,000
Series 2012 Credit Facility	7,415	7,710
Series 2009 Bonds	8,180	8,555
Series 2011 Credit Facility	4,490	4,665
<b>Year 2000 Plan District:</b>		
Series 2003 Bonds	-	1,177
Series 2005 Bonds	1,230	2,410
Series 2009 Bonds	6,810	7,100
	<u>\$ 34,900</u>	<u>\$ 38,617</u>

For more detailed information on the Agency's debt and amortization terms refer to pages 28-30 of the Notes to the Basic Financial Statements.

**ECONOMIC FACTORS**

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

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

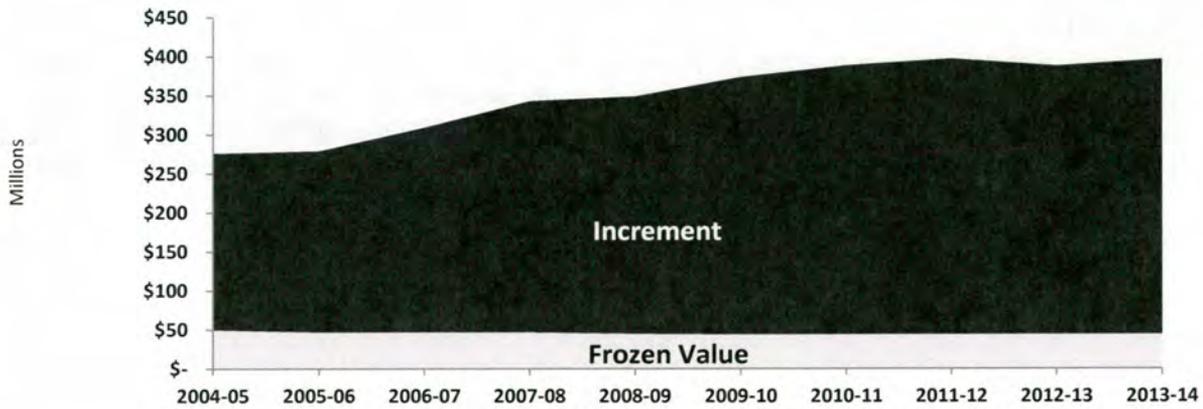
*(a component of the City of Wilsonville, Oregon)*

**Management's Discussion and Analysis**

*For the Year Ended June 30, 2014*

**Year 2000 Plan District**

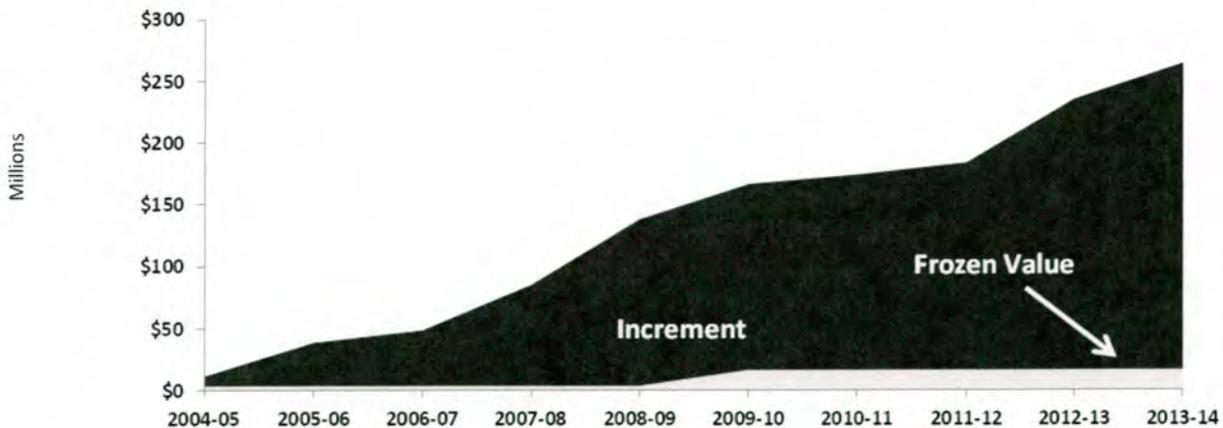
**TABLE 5**  
**YEAR 2000 PLAN ASSESSED VALUES**  
(by component)



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

**West Side District**

**TABLE 6**  
**WEST SIDE DISTRICT ASSESSED VALUES**  
(by component)



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

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

**Management's Discussion and Analysis**

*For the Year Ended June 30, 2014*

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

**FINANCIAL CONTACT**

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

**BASIC  
FINANCIAL  
STATEMENTS**

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

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

**Statement of Net Position**

*June 30, 2014*

	<b>Governmental Activities</b>
<b>ASSETS</b>	
Cash and investments	\$ 9,631,010
Receivables	515,970
Restricted cash and investments	3,893,651
Capital assets:	
Land, non-depreciable assets, and construction in progress	14,365,440
Other capital assets, net of depreciation	(803,216)
Total assets	<u>27,602,855</u>
<b>LIABILITIES</b>	
Accounts payable	133,320
Other accrued liabilities	419,041
Interest payable	118,492
Noncurrent liabilities:	
Due within one year	2,675,000
Due in more than one year	32,225,000
Total liabilities	<u>35,570,853</u>
<b>NET POSITION</b>	
Restricted for debt service	7,412,509
Unrestricted (deficit)	(15,380,507)
Total net position	<u>\$ (7,967,998)</u>

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

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

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

**Statement of Activities**

*For the fiscal year ended June 30, 2014*

<b>Functions/Programs</b>	<b>Expenses</b>	<b>Program Revenues Charges for Services</b>	<b>Net (Expense) Revenue and Change in Net Position</b>
Governmental activities:			
Community development	\$ 2,807,374	\$ 1,920	\$ (2,805,454)
Interest on debt	1,529,708	-	(1,529,708)
Total governmental activities	\$ 4,337,082	\$ 1,920	(4,335,162)
General revenues:			
Property taxes, levied for debt service			7,570,120
Investment revenue			88,143
Other revenue			90,100
Total general revenues			7,748,363
Transfer of capital assets to primary government			(2,375,183)
Change in net position			1,038,018
Net position (deficit) - beginning			(9,006,016)
Net position (deficit) - ending			\$ (7,967,998)

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

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

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

**Balance Sheet  
Governmental Funds  
June 30, 2014**

	West Side Plan		Year 2000 Plan			Total Governmental Funds
	Debt Service	Capital Projects	Debt Service	Capital Projects	Program Income	
<b>ASSETS</b>						
Cash and investments	\$ 1,310,830	\$ 1,259,710	\$ 1,788,391	\$ 3,618,388	\$ 1,653,691	\$ 9,631,010
Interest receivable	2,973	-	6,847	-	21,729	31,549
Accounts receivable	-	1,881	-	-	-	1,881
Property taxes receivable	195,293	-	287,247	-	-	482,540
Cash and investments - restricted	2,217,903	-	1,603,025	72,723	-	3,893,651
<b>Total assets</b>	<b>\$ 3,726,999</b>	<b>\$ 1,261,591</b>	<b>\$ 3,685,510</b>	<b>\$ 3,691,111</b>	<b>\$ 1,675,420</b>	<b>\$ 14,040,631</b>
<b>LIABILITIES</b>						
Accounts payable	\$ -	\$ 3,924	\$ -	\$ 117,684	\$ 11,712	\$ 133,320
Development charge payable	-	419,041	-	-	-	419,041
<b>Total liabilities</b>	<b>-</b>	<b>422,965</b>	<b>-</b>	<b>117,684</b>	<b>11,712</b>	<b>552,361</b>
<b>DEFERRED INFLOWS OF RESOURCES</b>						
Unavailable revenue - property taxes	164,620	-	244,465	-	-	409,085
<b>FUND BALANCES</b>						
Restricted	3,562,379	-	3,441,045	-	-	7,003,424
Assigned	-	838,626	-	3,573,427	1,663,708	6,075,761
<b>Total fund balances</b>	<b>3,562,379</b>	<b>838,626</b>	<b>3,441,045</b>	<b>3,573,427</b>	<b>1,663,708</b>	<b>13,079,185</b>
<b>Total liabilities and fund balances</b>	<b>\$ 3,726,999</b>	<b>\$ 1,261,591</b>	<b>\$ 3,685,510</b>	<b>\$ 3,691,111</b>	<b>\$ 1,675,420</b>	

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

Capital assets used in governmental activities are not financial resources and are therefore not reported in the funds	13,562,224
Deferred inflows - property taxes earned but unavailable - are reported in the funds	409,085
Long-term liabilities, including bonds payable, are not due and payable in the current period and are therefore not reported in the funds:	
Notes and bonds	(34,900,000)
Interest on long-term debt	(118,492)
<b>Net Position (Deficit) of Governmental Activities</b>	<b>\$ (7,967,998)</b>

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

**URBAN RENEWAL AGENCY OF WILSONVILLE**

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

**Statement of Revenues, Expenditures, and Changes in Fund Balances**

**Governmental Funds**

*For the fiscal year ended June 30, 2014*

	<b>West Side Plan</b>		<b>Year 2000 Plan</b>			<b>Total Governmental Funds</b>
	<b>Debt Service Fund</b>	<b>Capital Projects Fund</b>	<b>Debt Service Fund</b>	<b>Capital Projects Fund</b>	<b>Program Income Fund</b>	
<b>REVENUES</b>						
Taxes	\$ 3,361,188	\$ -	\$ 4,190,946	\$ -	\$ -	\$ 7,552,134
Charges for services	-	-	-	-	1,920	1,920
Investment revenue	28,624	1,479	38,170	8,745	11,125	88,143
Other revenues	-	-	-	-	90,100	90,100
Total revenues	<u>3,389,812</u>	<u>1,479</u>	<u>4,229,116</u>	<u>8,745</u>	<u>103,145</u>	<u>7,732,297</u>
<b>EXPENDITURES</b>						
Current operating:						
Community development	-	912,089	-	594,527	164,977	1,671,593
Debt service:						
Principal	3,070,000	-	5,147,000	-	-	8,217,000
Interest	1,139,280	-	426,935	-	-	1,566,215
Capital outlay	-	-	-	649,711	1,082,745	1,732,456
Total expenditures	<u>4,209,280</u>	<u>912,089</u>	<u>5,573,935</u>	<u>1,244,238</u>	<u>1,247,722</u>	<u>13,187,264</u>
Excess (deficiency) of revenues over (under) expenditures	(819,468)	(910,610)	(1,344,819)	(1,235,493)	(1,144,577)	(5,454,967)
<b>OTHER FINANCING SOURCES</b>						
Issuance of debt	-	2,000,000	-	2,500,000	-	4,500,000
Net change in fund balance	(819,468)	1,089,390	(1,344,819)	1,264,507	(1,144,577)	(954,967)
Fund balances--beginning (deficit)	<u>4,381,847</u>	<u>(250,764)</u>	<u>4,785,864</u>	<u>2,308,920</u>	<u>2,808,285</u>	<u>14,034,152</u>
Fund balances--ending	<u>\$ 3,562,379</u>	<u>\$ 838,626</u>	<u>\$ 3,441,045</u>	<u>\$ 3,573,427</u>	<u>\$ 1,663,708</u>	<u>\$ 13,079,185</u>

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

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

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

**Reconciliation of the Statement of Revenues,  
Expenditures, and Changes in Fund Balances of Governmental Funds to the  
Statement of Activities**

*For the fiscal year ended June 30, 2014*

Net change in fund balances--total governmental funds		\$	(954,967)
 <i>Amounts reported for governmental activities in the Statement of Activities are different because:</i>			
Governmental funds report capital outlays as expenditures while governmental activities report additions to capital assets			
Expenditures for capital assets	\$	649,711	
Less current year depreciation		<u>(53,036)</u>	596,675
 Various other transactions involving capital assets increase or decrease net assets			
Transfer of completed capital assets to primary government			(2,375,183)
 Revenues in the Statement of Activities that do not provide current financial resources are not reported as revenues in the funds.			
Property taxes			17,986
 Repayment of bond principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the Statement of Net Position.			
Bond and loan proceeds		(4,500,000)	
Principal payments		<u>8,217,000</u>	3,717,000
 Some expenses reported in the Statement of Activities do not require the use of current financial resources and therefore are not reported as expenditures in governmental funds.			
Accrued interest			36,507
Change in Net Position of Governmental Activities		\$	<u><u>1,038,018</u></u>

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

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

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

**Notes to the Basic Financial Statements**

*June 30, 2014*

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

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

***The Agency***

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

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

The Agency has no potential component units.

***Basic Financial Statements***

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

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

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

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

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

***Basis of Presentation***

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

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

## URBAN RENEWAL AGENCY OF THE CITY OF WILSONVILLE

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

### Notes to the Basic Financial Statements

June 30, 2014

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

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

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

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

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

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

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

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

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

##### **Cash and Investments**

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

##### **Receivables and Payables**

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

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

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

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

**Notes to the Basic Financial Statements**

*June 30, 2014*

deemed necessary, as uncollectible taxes become a lien on the property. In the agency-wide financial statements, property taxes receivable are recognized as revenue when earned.

**Capital Assets**

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

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

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

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

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

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

**Long-Term Debt**

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

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

**Use of Estimates**

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

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

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

**Notes to the Basic Financial Statements**

*June 30, 2014*

**Deferred Inflows of Resources**

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 of resources*, represents an acquisition of net position that applies to a future period(s) and so will *not* be recognized as an inflow of resources (revenue) until that time. The Agency has only one type of item, which arises only under a modified accrual basis of accounting, which qualifies for reporting in this category. Accordingly, the item, *unavailable revenue*, is reported only in the governmental funds balance sheet. The governmental funds report unavailable revenues from property taxes. These amounts are deferred and recognized as an inflow of resources in the period that the amounts become available.

**Net Position Flow Assumption**

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

**Fund Balance Flow Assumptions**

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

**Fund Balance**

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

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

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

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

**Notes to the Basic Financial Statements**

*June 30, 2014*

Fund balance by classification for the year ended June 30, 2014 is as follows:

Fund balances	West Side Plan		Easst Side Plan		
	Debt Service	Capital Projects	Debt Service	Capital Projects	Project Income
Restricted:					
Bond covenants	\$ 2,221,248	\$ -	\$ 1,874,100	\$ -	\$ -
Debt service	1,341,131	-	1,566,945	-	-
Assigned:					
Capital projects	-	838,626	-	3,573,427	-
Other purposes	-	-	-	-	1,663,708
	<u>\$ 3,562,379</u>	<u>\$ 838,626</u>	<u>\$ 3,441,045</u>	<u>\$ 3,573,427</u>	<u>\$ 1,663,708</u>

**2. STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY**

***Budgetary Information***

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

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

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

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

The Board may change the budget throughout the year by transferring appropriations between levels of control and by adopting supplemental budgets as authorized by Oregon Revised Statutes. Additional resources that are unexpected may be added to the budget through the use of a supplemental budget, which requires publication in a local newspaper, a public hearing and approval by the Board. Expenditure appropriations may not be legally exceeded except in the case of grant receipts which could not be reasonably estimated at the time the budget was adopted, and for debt service on new debt issued during the budget year. During the fiscal year ended June 30, 2014, the Urban Renewal Agency Board approved two supplemental resolutions. The supplementals included increases to various capital projects and to transfers to the Planning Department for work performed on the master planning of Villebois. The additional increases to the budget were offset by a decrease in contingency.

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

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

**Notes to the Basic Financial Statements**

*June 30, 2014*

***Excess of Expenditures Over Appropriations***

The Urban Renewal West Side Debt Service Fund and the Urban Renewal Year 2000 Debt Service Fund each had debt service payments in excess of related appropriations. The over-expenditures totaling \$1,352,080 and \$2,498,935 respectively, were for an overnight loan from the General Fund at year end. By funding through the General Fund, both districts were able to save significantly on the administrative costs associated with a typical bank-funded borrowing. In addition, the Urban Renewal Year 2000 Materials and Services category exceed its budget by \$30,672. All of the over-expenditures were funded through available fund balance.

**3. DETAILED NOTES ON ALL FUNDS**

***Cash and Investments***

Cash and investments are comprised of the following:

Deposits with financial institutions		\$	1,309,726
Investments:			
Commercial paper and corporate bonds	\$	1,505,375	
Local government investment pool		<u>10,709,559</u>	
Investments			<u>12,214,934</u>
Total pooled cash and investments			<u>\$ 13,524,661</u>

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

Cash and investments	\$	9,631,010
Cash and investments - restricted assets		<u>3,893,651</u>
	\$	<u>13,524,661</u>

The Agency participates in the State of Oregon Local Investment Pool (LGIP or Pool) which is an open-ended, no-load diversified portfolio created under ORS 294.805 to 294.895 and is not registered with the U.S. Securities and Exchange Commission as an investment company. The State Treasurer is the investment officer for the Pool and is responsible for all funds in the Pool. These funds must be invested and managed, like that of a prudent investor, exercising reasonable care, skill, and caution. Investments in the fund are further governed by portfolio guidelines issued by the Oregon Short-term Funds Board, which establish diversification percentages and specify the types and maturities of investments. The Oregon Audits Division of the Secretary of State's Office audits the Pool annually. The Division's report on the Pool as of and for the year ended June 30, 2014 was unqualified and may be obtained at the Oregon State Treasury, 350 Winter St. NE, Ste 100, Salem, OR 97310.

The Agency's position in pool at June 30, 2014 is stated at cost which approximates fair value.

***Deposits***

The Agency's cash is pooled with the City's cash. For deposits in excess of federal depository insurance (currently limited to balances less than \$250,000) Oregon Revised Statute 295 requires a multiple financial institution collateral pool for balances in excess of FDIC insurance. As a result, all balances over the \$250,000 FDIC limit are collateralized. At June 30, 2014, the deposits with various financial institutions had a book value and bank value of \$1,309,726. Of these deposits, \$250,000 was covered by federal depository insurance.

***Cash and Investments***

The Agency's investment policy specifies various goals and procedures that enhance opportunities for a prudent and systematic approach to investment-related activities. The Agency has delegated investment responsibilities to the Finance Director, who is primarily responsible for implementing the investment policy. The investment risk as outlined by the Agency's investment policy and Oregon Revised Statutes authorize the Finance Director to invest primarily in general obligations of the

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

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

**Notes to the Basic Financial Statements**

June 30, 2014

US Government and its agencies, certain bonded obligations of Oregon municipalities, bank repurchase agreements, bankers' acceptances, high ranking corporate indebtedness, and the State of Oregon Local Government Investment Pool (LGIP).

**Credit Risk**

As required by the Agency's investment policy, which adheres to the State of Oregon statutes, all investments were rated AA1 through AAA by the Moody's Investor Services or Standard and Poor's reporting agencies. The State of Oregon Local Government Investment Pool is not rated.

At June 30, 2014, the Agency's investments were rated as follows:

	<b>Commercial Paper And Corporate Bonds</b>	<b>Local Govt Investment Pool</b>	<b>Total</b>
A3	\$ 1,505,375	\$ -	\$ 1,505,375
Unrated	-	10,709,559	10,709,559
	<u>\$ 1,505,375</u>	<u>\$ 10,709,559</u>	<u>\$ 12,214,934</u>

**Concentration of Risk**

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

**Interest Rate Risk**

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

Maturities of investments as of June 30, 2014 are as follows:

	<b>Less than 6 Months</b>	<b>6-12 Months</b>	<b>Total</b>
Commercial Paper and Corporate Bonds	\$ 1,003,790	\$ 501,585	\$ 1,505,375
Local Govt Investment Pool	10,709,559	-	10,709,559
	<u>\$ 11,713,349</u>	<u>\$ 501,585</u>	<u>\$ 12,214,934</u>

**Capital Assets**

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

	<b>Balance July 1, 2013</b>	<b>Additions</b>	<b>Depreciation</b>	<b>Transfers to City</b>	<b>Balance June 30, 2014</b>
Land	\$ 11,319,901	\$ -	\$ -	\$ -	\$ 11,319,901
Building	1,299,385	-	(53,036)	-	1,246,349
Construction in progress	2,721,446	649,711	-	(2,375,183)	995,974
	<u>\$ 15,340,732</u>	<u>\$ 649,711</u>	<u>\$ (53,036)</u>	<u>\$ (2,375,183)</u>	<u>\$ 13,562,224</u>

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

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**Notes to the Basic Financial Statements**

June 30, 2014

**Debt**

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

	<u>Balance</u> <u>July 1, 2013</u>	<u>Increase</u>	<u>Decrease</u>	<u>Balance</u> <u>June 30, 2014</u>	<u>Due In</u> <u>Subsequent Year</u>
Urban Renewal, Year 2000 District					
Series 2003 Bonds	\$ 1,177,000	\$ -	\$ (1,177,000)	\$ -	\$ -
Series 2005 Bonds	2,410,000	-	(1,180,000)	1,230,000	1,230,000
Series 2010 Bonds	7,100,000	-	(290,000)	6,810,000	305,000
Intra-agency Short-Term	-	2,500,000	(2,500,000)	-	-
Urban Renewal, West Side District					
Series 2009 Bonds	8,555,000	-	(375,000)	8,180,000	395,000
Series 2011 Long-Term	4,665,000	-	(175,000)	4,490,000	185,000
Series 2012 Long-Term	7,710,000	-	(295,000)	7,415,000	305,000
Series 2013 Long-Term	7,000,000	-	(225,000)	6,775,000	255,000
Intra-agency Short-Term	-	2,000,000	(2,000,000)	-	-
	<u>\$ 38,617,000</u>	<u>\$ 4,500,000</u>	<u>\$ (8,217,000)</u>	<u>\$ 34,900,000</u>	<u>\$ 2,675,000</u>

**Urban Renewal Tax Increment**

*Year 2000 Plan District, Series 2005*

In August 2005, the City issued Urban Renewal revenue bonds with an interest rate of 4.25% in the total amount of \$10,000,000. The final maturity will be in June 2015. The principal balance outstanding on the bonds at June 30, 2014 is \$1,230,000.

<u>Year Ending</u> <u>June 30,</u>	<u>Principal</u>	<u>Interest</u>
2015	<u>\$ 1,230,000</u>	<u>\$ 52,275</u>

*Year 2000 Plan District, Series 2010*

In December 2010, the City issued Urban Renewal revenue bonds with an interest rate of 4.35% in the total amount of \$8,000,000. The final maturity will be in June 2025. The principal balance outstanding on the bonds at June 30, 2014 is \$6,810,000.

<u>Year Ending</u> <u>June 30,</u>	<u>Principal</u>	<u>Interest</u>
2015	\$ 305,000	\$ 289,425
2016	315,000	276,463
2017	330,000	263,075
2018	345,000	249,050
2019	360,000	234,388
2020-2024	2,025,000	930,538
2025	3,130,000	133,025
Totals	<u>\$ 6,810,000</u>	<u>\$ 2,375,963</u>

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

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

**Notes to the Basic Financial Statements**

June 30, 2014

*West Side District-Series 2009*

In February 2009, the City issued Urban Renewal revenue bonds for the Urban Renewal West Side District. The issue, in the amount of \$10,000,000, carries an interest rate of 4.9%. The final maturity will be December 2023. The balance outstanding as of June 30, 2014 is \$8,180,000.

Year Ending June 30,	Principal	Interest
2015	\$ 395,000	\$ 391,143
2016	415,000	371,298
2017	435,000	350,473
2018	455,000	326,668
2019	475,000	305,883
2020-2024	6,005,000	1,066,855
Totals	\$ 8,180,000	\$ 2,812,320

*West Side District-Series 2011*

In June 2011, the Agency converted a short-term, interest only line of credit to long-term debt. The issue, in the amount of \$5,000,000, carries an interest rate of 4.65%. The final maturity will be June 2026. The balance outstanding at June 30, 2014 is \$4,665,000.

Year Ending June 30,	Principal	Interest
2015	\$ 185,000	\$ 197,560
2016	190,000	189,420
2017	200,000	181,060
2018	210,000	172,260
2019	220,000	163,020
2020-2024	1,235,000	663,080
2025-2026	2,250,000	185,680
Totals	\$ 4,490,000	\$ 1,752,080

*West Side District-Series 2012*

In June 2012, the Agency converted a short-term, interest only line of credit to long-term debt. The issue, in the amount of \$8,000,000, carries an interest rate of 3.40%. The final maturity will be June 2027. The balance outstanding at June 30, 2014 is \$7415,000.

Year Ending June 30,	Principal	Interest
2015	\$ 305,000	\$ 244,695
2016	320,000	224,630
2017	330,000	224,070
2018	340,000	213,180
2019	350,000	201,960
2020-2024	1,930,000	828,795
2025-2027	3,840,000	337,590
Totals	\$ 7,415,000	\$ 2,284,920

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

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

**Notes to the Basic Financial Statements**

*June 30, 2014*

*West Side District-Series 2013*

In June 2013, the Agency converted a short-term, interest only line of credit to long-term debt. The issue, in the amount of \$7,000,000, carries an interest rate of 3.499%. The final maturity will be June 2028. The balance outstanding at June 30, 2014 is \$6,775,000.

Year Ending June 30,	Principal	Interest
2015	\$ 255,000	\$ 237,125
2016	265,000	228,200
2017	275,000	218,925
2018	285,000	209,300
2019	295,000	199,325
2020-2024	1,640,000	834,225
2025-2028	3,760,000	448,175
Totals	<u>\$ 6,775,000</u>	<u>\$ 2,375,275</u>

**Restricted Assets**

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

West Side Debt Service Reserve	\$ 2,217,903
Year 2000 Debt Service Reserve	1,603,025
Year 2000 Capital Projects Reserve	72,723
Total Restricted Assets	<u>\$ 3,893,651</u>

**4. OTHER INFORMATION**

**Property Tax Limitation**

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

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

**Encumbrance Accounting**

All outstanding encumbrances lapse at year-end and are automatically reappropriated as part of the subsequent year's budget.

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

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

**Notes to the Basic Financial Statements**

*June 30, 2014*

***GASB Pronouncements Implemented***

GASB Statement No. 69 "Government Combinations and Disposals of Government Operations." The statement establishes accounting and financial reporting standards related to government combinations and disposals of government operations. The statement is effective for fiscal years beginning after December 15, 2013. The statement was implemented in the current year, however, GASB No. 69 did not impact the Agency's financial reporting.

GASB Statement No. 70 "Accounting and Financial Reporting for Non-exchange Financial Guarantees." The objective of the statement is to improve accounting and financial reporting by State and local governments that extend and receive non-exchange financial guarantees. The statement is effective for fiscal years beginning after June 15, 2013. The statement was implemented in the current year, however, GASB No.70 did not impact the Agency's financial reporting.

The Agency will implement new GASB pronouncements no later than the required fiscal year.

GASB Statement No. 68 "Accounting and Reporting for Pension Plans—an amendment of GASB Statement No. 27." The statement establishes accounting and financial reporting requirements related to pensions provided by governments. The statement is effective for fiscal years beginning after June 15, 2014. However, with no wages directly recorded to the Agency, this statement will be not have an impact on future statements.

GASB Statement No. 71 "Pension Transition for Contributions Made Subsequent to the Measurement Date". The statement amends transition provisions of GASB Statement No. 68, establishes accounting and financial reporting standards for recognition of contributions made between the measurement date of the net pension liability and implementation of GASB Statement No. 68. The statement is effective for fiscal years beginning after June 15, 2014.

***Subsequent Events***

Management has evaluated subsequent events through November 10, 2014, the date on which the financial statements were available to be issued. There are no subsequent events to report.

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**SUPPLEMENTARY  
DATA**

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**CITY OF WILSONVILLE, OREGON**  
**Urban Renewal - West Side Plan Debt Service Fund**  
**Schedule of Revenues, Expenditures, and Changes in Fund Balance -**  
**Budget and Actual**  
*For the year ended June 30, 2014*

	Budgeted Amounts		Actual Amounts Budgetary Basis	Variance With Final Budget Positive (Negative)
	Original	Final		
<b>REVENUES</b>				
Taxes	\$ 3,300,600	\$ 3,300,600	\$ 3,361,188	\$ 60,588
Investment revenue	30,000	30,000	28,624	(1,376)
Total revenues	<u>3,330,600</u>	<u>3,330,600</u>	<u>3,389,812</u>	<u>59,212</u>
<b>EXPENDITURES</b>				
Debt service:				
Principal	1,385,000	1,385,000	3,070,000	(1,685,000)
Interest	1,472,200	1,472,200	1,139,280	332,920
Total expenditures	<u>2,857,200</u>	<u>2,857,200</u>	<u>4,209,280</u>	<u>(1,352,080)</u>
Excess (deficiency) of revenues over (under) expenditures	473,400	473,400	(819,468)	(1,292,868)
Fund balance--beginning	<u>4,185,797</u>	<u>4,185,797</u>	<u>4,381,847</u>	<u>196,050</u>
Fund balance--ending	<u>\$ 4,659,197</u>	<u>\$ 4,659,197</u>	<u>\$ 3,562,379</u>	<u>\$ (1,096,818)</u>

**CITY OF WILSONVILLE, OREGON**  
**Urban Renewal - West Side Plan Capital Projects Fund**  
**Schedule of Revenues, Expenditures, and Changes in Fund Balance -**  
**Budget and Actual**  
*For the year ended June 30, 2014*

	<u>Budgeted Amounts</u>		<u>Actual Amounts Budgetary Basis</u>	<u>Variance With Final Budget Positive (Negative)</u>
	<u>Original</u>	<u>Final</u>		
REVENUES				
Investment revenue	\$ 1,500	\$ 1,500	\$ 1,479	\$ (21)
EXPENDITURES				
Materials and services	1,197,134	1,197,134	1,158,718	38,416
Capital outlay	623,716	623,716	-	623,716
Contingency	6,783,585	6,783,585	-	6,783,585
Total expenditures	<u>8,604,435</u>	<u>8,604,435</u>	<u>1,158,718</u>	<u>7,445,717</u>
Deficiency of revenues under expenditures	(8,602,935)	(8,602,935)	(1,157,239)	7,445,696
OTHER FINANCING SOURCES (USES)				
Issuance of debt	8,000,000	8,000,000	2,000,000	(6,000,000)
Net change in fund balance	(602,935)	(602,935)	842,761	1,445,696
Fund balance--beginning	602,935	602,935	414,906	(188,029)
Fund balance--ending	<u>\$ -</u>	<u>\$ -</u>	1,257,667	<u>\$ 1,257,667</u>
Adjustment from budgetary basis to generally accepted accounting basis:				
Development charge payable			(419,041)	
Fund balance - generally accepted accounting principles basis			<u>\$ 838,626</u>	

**CITY OF WILSONVILLE, OREGON**  
**Urban Renewal - Year 2000 Plan Debt Service Fund**  
**Schedule of Revenues, Expenditures, and Changes in Fund Balance -**  
**Budget and Actual**  
*For the year ended June 30, 2014*

	Budgeted Amounts		Actual Amounts Budgetary Basis	Variance With Final Budget Positive (Negative)
	Original	Final		
<b>REVENUES</b>				
Taxes	\$ 4,125,000	\$ 4,125,000	\$ 4,190,946	\$ 65,946
Investment revenue	50,000	50,000	38,170	(11,830)
Total revenues	<u>4,175,000</u>	<u>4,175,000</u>	<u>4,229,116</u>	<u>54,116</u>
<b>EXPENDITURES</b>				
Debt service:				
Principal	2,647,000	2,647,000	5,147,000	(2,500,000)
Interest	428,000	428,000	426,935	1,065
Total expenditures	<u>3,075,000</u>	<u>3,075,000</u>	<u>5,573,935</u>	<u>(2,498,935)</u>
Excess (deficiency) of revenues over (under) expenditures	1,100,000	1,100,000	(1,344,819)	(2,444,819)
Fund balance--beginning	<u>4,778,634</u>	<u>4,778,634</u>	<u>4,785,864</u>	<u>7,230</u>
Fund balance--ending	<u>\$ 5,878,634</u>	<u>\$ 5,878,634</u>	<u>\$ 3,441,045</u>	<u>\$ (2,437,589)</u>

**CITY OF WILSONVILLE, OREGON**  
**Urban Renewal - Year 2000 Plan Capital Projects Fund**  
**Schedule of Revenues, Expenditures, and Changes in Fund Balance -**  
**Budget and Actual**  
*For the year ended June 30, 2014*

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance With</u>
	<u>Original</u>	<u>Final</u>	<u>Amounts</u> <u>Budgetary</u> <u>Basis</u>	<u>Final Budget</u> <u>Positive</u> <u>(Negative)</u>
REVENUES				
Investment revenue	\$ 15,000	\$ 15,000	\$ 8,745	\$ (6,255)
EXPENDITURES				
Materials and services	537,455	563,855	594,527	(30,672)
Capital outlay	775,000	1,039,000	649,711	389,289
Contingency	997,061	706,661	-	706,661
Total expenditures	<u>2,309,516</u>	<u>2,309,516</u>	<u>1,244,238</u>	<u>1,065,278</u>
Deficiency of revenues under expenditures	(2,294,516)	(2,294,516)	(1,235,493)	1,059,023
OTHER FINANCING SOURCES				
Issuance of debt	-	-	2,500,000	2,500,000
Net change in fund balance	(2,294,516)	(2,294,516)	1,264,507	3,559,023
Fund balance--beginning	<u>2,294,516</u>	<u>2,294,516</u>	<u>2,308,920</u>	<u>14,404</u>
Fund balance--ending	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 3,573,427</u>	<u>\$ 3,573,427</u>

**CITY OF WILSONVILLE, OREGON**  
**Urban Renewal - Year 2000 Plan Program Income Fund**  
**Schedule of Revenues, Expenditures, and Changes in Fund Balance -**  
**Budget and Actual**  
*For the year ended June 30, 2014*

	<u>Budgeted Amounts</u>		<u>Actual Amounts Budgetary Basis</u>	<u>Variance With Final Budget Positive (Negative)</u>
	<u>Original</u>	<u>Final</u>		
<b>REVENUES</b>				
Charges for services	\$ -	\$ -	\$ 1,920	\$ 1,920
Investment revenue	15,000	15,000	11,125	(3,875)
Other revenues	90,000	90,000	90,100	100
Total revenues	<u>105,000</u>	<u>105,000</u>	<u>103,145</u>	<u>(1,855)</u>
<b>EXPENDITURES</b>				
Materials and services	93,250	221,250	164,977	56,273
Capital outlay	932,500	1,239,500	1,082,745	156,755
Contingency	1,869,164	1,434,164	-	1,434,164
Excess (deficiency) of revenues over (under) expenditures	(2,789,914)	(2,789,914)	(1,144,577)	1,645,337
Fund balance--beginning	<u>2,789,914</u>	<u>2,789,914</u>	<u>2,808,285</u>	<u>18,371</u>
Fund balance--ending	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,663,708</u>	<u>\$ 1,663,708</u>

**Urban Renewal Debt Service Funds**  
**Schedule of Property Tax Transactions and Outstanding Balances**  
*For the fiscal year ended June 30, 2014*

Tax Year	Property Taxes Receivable July 1, 2013	Levy as Extended by Assessor	Discounts and Adjustments	Cash Collections	Property Taxes Receivable June 30, 2014	Interest Received
2013-14	\$ -	\$ 7,760,043	\$ (210,419)	\$ (7,332,065)	\$ 217,559	\$ 2,009
2012-13	216,407	-	(5,807)	(99,692)	110,908	5,867
2011-12	109,315	-	(1,555)	(37,027)	70,733	5,629
2010-11	70,237	-	(18,500)	(27,867)	41,995	7,043
2009-10	43,139	-	(859)	(12,157)	30,123	3,575
and prior	15,949	-	(2,073)	(2,654)	11,222	132
	<u>\$ 455,047</u>	<u>\$ 7,760,043</u>	<u>\$ (239,213)</u>	<u>\$ (7,511,461)</u>	<u>\$ 482,540</u>	<u>\$ 24,255</u>

**Summary of property taxes receivable by fund:**

Year 2000 Plan	\$ 287,247
West Side District	195,293
Total property taxes receivable	<u>\$ 482,540</u>

	<u>Year 2000 Plan</u>	<u>West Side District</u>	<u>Total</u>
Cash collections	\$ 4,168,559	\$ 3,342,902	\$ 7,511,461
Other discounts and adjustments	22,387	18,286	40,673
Total tax revenue	<u>\$ 4,190,946</u>	<u>\$ 3,361,188</u>	<u>\$ 7,552,134</u>

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

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## GROVE, MUELLER & SWANK, P.C.

CERTIFIED PUBLIC ACCOUNTANTS AND CONSULTANTS  
475 Cottage Street NE, Suite 200, Salem, Oregon 97301  
(503) 581-7788

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

Honorable Mayor, Members of the Governing Body  
City of Wilsonville Urban Renewal Agency  
29799 SW Town Center Loop East  
Wilsonville, Oregon 97070

We have audited, in accordance with auditing standards generally accepted in the United States of America, the basic financial statements of the Urban Renewal Agency of the City of Wilsonville, Oregon as of and for the year ended June 30, 2014, and have issued our report thereon dated November 10, 2014.

#### *Compliance and Other Matters*

As part of obtaining reasonable assurance about whether the Agency's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grants, including the provisions of Oregon Revised Statutes as specified in Oregon Administrative Rules 162-10-000 through 162-10-320 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 the Agency had expenditures in excess of appropriations as indicated in the notes to the financial statements.

#### *Internal Control Over Financial Reporting*

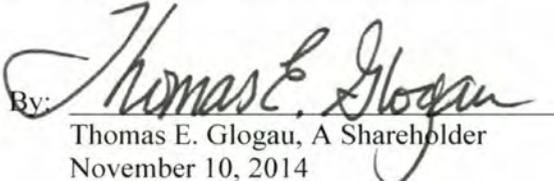
In planning and performing our audit of the financial statements, we considered the Agency's internal control over financial reporting to determine the audit procedures that are appropriate in the circumstances for the purpose of

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 Urban Renewal Agency of the City of Wilsonville, Oregon 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:   
Thomas E. Glogau, A Shareholder  
November 10, 2014

**CITY COUNCIL MEETING  
STAFF REPORT**

<b>Meeting Date:</b> December 15, 2014	<b>Subject: Ordinance No. 765</b> Amend City Code to Provide for a Governmental Exemption from Established Privilege Tax for Use of City Right-of-Ways and Allow Alternative Consideration in Lieu of the Tax  <b>Staff Member:</b> Barbara Jacobson; Michael Kohlhoff  <b>Department:</b> Legal	
<b>Action Required</b> <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input checked="" type="checkbox"/> Ordinance 1 <sup>st</sup> Reading Date: <input type="checkbox"/> Ordinance 2 <sup>nd</sup> Reading Date: <input type="checkbox"/> Resolution <input type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input type="checkbox"/> Consent Agenda	<b>Advisory Board/Commission Recommendation</b> <input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable  <b>Comments:</b>  	
<b>Staff Recommendation:</b> Staff recommends Council adopt Ordinance No. 765.		
<b>Recommended Language for Motion:</b> I move to approve Ordinance No. 765 on first reading.		
<b>PROJECT / ISSUE RELATES TO:</b> <i>[Identify which goal(s), master plans(s) issue relates to.]</i>		
<input type="checkbox"/> Council Goals/Priorities	<input type="checkbox"/> Adopted Master Plan(s)	<input checked="" type="checkbox"/> Not Applicable

**ISSUE BEFORE COUNCIL:**

Whether to amend the City's Code in order to exempt other government entities from the established privilege tax/franchise fee for the use of right-of-way and provide for the City to enter into intergovernmental agreements with other government entities for alternative consideration in lieu of charging those other governments the privilege tax for use of the right-

of-way when the City determines the alternative is reasonable, nondiscriminatory, and in the City's best interest.

**EXECUTIVE SUMMARY:**

The City has been working with Clackamas County to arrive at terms for an Intergovernmental Agreement (IGA) that would allow for some conduit sharing and swapping and some rate reductions that would benefit the City, the school district, and other government entities.<sup>1</sup> This IGA would govern the relationship of the parties, rather than having Clackamas County's use of the City right-of-way for its fiber projects be governed by the current language of WC 3.560. The Code provides that if a franchise agreement is used, franchise fees would offset privilege taxes to avoid the issue of double collection. Where there is service in the City, it is based on a percentage of gross revenues. Thus, the City has the franchise agreement and franchise fee as a device to avoid the issue of taxing another government entity. However, in dealing with other governmental entities who also act in the public interest, there is often a mutuality of public interest that calls for a different classification of consideration than a straight fee percentage on gross revenues and could allow for the consideration of mutual promises and conditions that benefit the respective governmental entities, including cost and facility sharing. Additionally, gross revenues from functions other than enterprise funds may not be an appropriate measure.

The City may also have occasion in the future to enter into other agreements with other government entities that may result from special circumstances where an IGA with other consideration, in lieu of using a percentage franchise fee in place of the privilege tax, would be beneficial and be in the greater public interest. The City has been discussing with Tualatin Valley Water District, Hillsboro, and other cities the use of city property and right-of-ways of 66" to 72" pressurized water transmission line to transmit water from the Willamette River Water Treatment Plant through the City, which line would terminate with the Hillsboro water system. The impacts on the City are substantial and yet it the line would not serve City residents. However, although it is yet to be determined, there may be operational savings in expanding the plant that might benefit City ratepayers that could play into the consideration. The impacts from a 72" pressurized water line are potentially far greater than a 2" conduit. An IGA provides the flexibility to recognize the different impacts and benefits in a reasonable and nondiscriminatory way upon the City's right-of-way.

The proposed amendment to the Code is intended to recognize that other government entities are a different classification from private entities that are based primarily on gross revenues from users they serve, and the circumstances of government entity use can provide for advancing the public interest through the use of the City's right-of-ways based upon alternative consideration to a percentage franchise fee or privilege tax on gross revenues or a per line charge for simply passing through the City.

**EXPECTED RESULTS:**

More flexibility for the City in dealing with other government entities on issues related to franchise fees and privilege taxes.

---

<sup>1</sup> The IGA with Clackamas County will come before the City Council under a separate resolution after negotiations have been completed.

**TIMELINE:**

First reading December 15, 2014; second reading January 5, 2015.

**CURRENT YEAR BUDGET IMPACTS:**

There are no negative impacts anticipated.

**FINANCIAL REVIEW / COMMENTS:**

Reviewed by: SCole Date: 12/5/14

**LEGAL REVIEW / COMMENT:**

Reviewed by: MEK Date: 12/3/14  
Legal Department authored report.

**COMMUNITY INVOLVEMENT PROCESS:**

Advertised public hearing and second reading.

**POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY:**

More flexibility to achieve greater benefits for the community, to be determined on a case by case basis.

**ALTERNATIVES:**

Do not amend the Ordinance and require all government entities to pay the privilege tax rather than an alternative arrangement pursuant to an IGA.

**CITY MANAGER COMMENT:**

**ATTACHMENT:**

Ordinance No. 765

**ORDINANCE NO. 765**

**AN ORDINANCE OF THE CITY OF WILSONVILLE AMENDING WILSONVILLE CODE CHAPTER 3, SECTION 3.560, BY PROVIDING FOR A GOVERNMENTAL EXEMPTION FROM THE ESTABLISHED PRIVILEGE TAX FOR USE OF CITY RIGHT-OF-WAYS AND ALLOWING ALTERNATIVE CONSIDERATION IN LIEU OF THE TAX**

WHEREAS, the City of Wilsonville ("City") desires to amend **Wilsonville Code Chapter 3, Section 3.560**, in order to allow more flexibility with respect to how the City charges other government entities for certain uses of its right-of-way when it is determined to be in the best interest of the City to receive alternative consideration in lieu of the established Privilege Tax, so long as such alternative consideration is reasonable and applied in a nondiscriminatory fashion;

NOW, THEREFORE, THE CITY OF WILSONVILLE ORDAINS AS FOLLOWS:

1. Wilsonville City Code Chapter 3, Section 3.560, is amended to read as follows

*(new language shown in italics):*

**"3.560 Exemptions**

*The following exemptions apply:*

- (1) Any facility placed in the right-of-way solely to provide service for transportation or vehicular use of the right-of-way is exempt from the tax.
  - (2) *Any facility placed in the right-of-way by or with another government entity, pursuant to an Intergovernmental Agreement ("IGA") entered into with the City, in accordance with ORS Chapter 190, which IGA serves a public purpose and is subject to other reasonable and nondiscriminatory consideration that the City determines will better serve the public need, safety, or welfare than the tax would otherwise provide."*
2. The City Recorder is directed to amend Wilsonville Code Chapter 3, Section 3.560, as approved above, and to make such format, style, and conforming changes to match the format and style of the Privilege Tax section of the Wilsonville Code.
  3. Except as set forth above, Chapter 3 of the Wilsonville City Code remains in full force and effect, as written.

SUBMITTED to the Wilsonville City Council and read for the first time at a meeting thereof on the 15<sup>th</sup> day of December, 2014, and scheduled for second reading on January 5, 2015, commencing at the hour of 7 p.m., at the Wilsonville City Hall, 29799 SW Town Center Loop East, Wilsonville, Oregon.

\_\_\_\_\_  
Sandra C. King, MMC, City Recorder

ENACTED by the City Council on the \_\_\_\_ day of \_\_\_\_\_, 2015, by the following votes:            Yes: \_\_\_\_            No: \_\_\_\_

\_\_\_\_\_  
Sandra C. King, MMC, City Recorder

DATED and signed by the Mayor this \_\_\_\_ day of \_\_\_\_\_, 2015.

\_\_\_\_\_  
TIM KNAPP, MAYOR

**SUMMARY OF VOTES:**

- Mayor Knapp
- Council President Starr
- Councilor Goddard
- Councilor Fitzgerald
- Councilor Stevens

**CITY OF WILSONVILLE  
CITY COUNCIL  
NOTICE OF PUBLIC HEARING**

**PUBLIC NOTICE IS HEREBY GIVEN** that the Wilsonville City Council will conduct a public hearing on December 15, **2014**, 7:30 p.m. at City Hall, 29799 SW Town Center Loop, Wilsonville, Oregon.

The purpose of this public hearing is to consider public testimony on a proposed ordinance entitled: **Ordinance No. 765**, An Ordinance Of The City Of Wilsonville Amending Wilsonville Code Chapter 3, Section 3.560, By Providing For A Governmental Exemption From The Established Privilege Tax For Use Of City Right-Of-Ways And Allowing Alternative Consideration In Lieu Of The Tax

Copies may be obtained at a cost of 25 cents per page, at City Hall or by calling the City Recorder at 503-570-1506 and requesting a copy to be mailed to you.

Specific suggestions or questions concerning the proposed ordinance may be directed to the City's Legal Department at 503-570-1507. Public testimony, both oral and written will be accepted at the public hearing. Written statements are encouraged and may be submitted to Sandra C. King, MMC, City Recorder, 29799 SW Town Center Loop E, Wilsonville, OR 97070.

Assistive listening devices are available for persons with impaired hearing and can be scheduled for this meeting. The City will endeavor to provide qualified sign language interpreters without cost if requested at least 48 hours prior to the meeting. To obtain such services call the office of the City Recorder at 682-1011.

Published in the Wilsonville Spokesman December 10, 2014.

**ORDINANCE NO. 762**

**AN ORDINANCE OF THE CITY OF WILSONVILLE AMENDING WILSONVILLE CODE CHAPTER 3, SECTION 3.000(19) TO ALLOW THE CITY MANAGER AND HIS/HER DESIGNEE TO ESTABLISH AND POST PARK CLOSURE HOURS**

WHEREAS, the City of Wilsonville currently provides that the City Council establishes park hours; and

WHEREAS, the City Council has determined that setting park hours is more appropriately an operational and administrative function under the City Manager; and

WHEREAS, the City Council has determined that delegating their authority to set park hours would enable City Parks to more effectively and efficiently manage the parks; and

WHEREAS, the City Council desires to delegate its authority for setting park hours to the City Manager or the Manager's designee.

NOW, THEREFORE, THE CITY OF WILSONVILLE ORDAINS AS FOLLOWS:

1. Wilsonville Code Section 3.000(19) is amended to read as follows  
**"3.000 Rules & Regulations"**  
  
(19) Except for authorized overnight camping in accordance with the City rules and regulations, no person, other than law enforcement officers or authorized City personnel, shall enter or remain in any park area except during posted hours as established by the City Manager or the City Manager's designee."
2. The City Recorder is directed to amend Wilsonville Code Section 3.000 (19), as approved above, and to make such format, style, and conforming changes to match the format and style of the of the Wilsonville Code.
3. Except as set forth above, Chapter 3 of the Wilsonville City Code remains in full force and effect, as written.

SUBMITTED to the Wilsonville City Council and read for the first time at a meeting thereof on the 1st day of December, 2014, and scheduled for second reading on December 15, 2014, commencing at the hour of 7 p.m., at the Wilsonville City Hall, 29799 SW Town Center Loop East, Wilsonville, Oregon.

\_\_\_\_\_  
Sandra C. King, MMC, City Recorder

ENACTED by the City Council on the \_\_\_\_ day of \_\_\_\_\_, 2014, by the following votes:            Yes: \_\_\_\_\_            No: \_\_\_\_\_

\_\_\_\_\_  
Sandra C. King, MMC, City Recorder

DATED and signed by the Mayor this \_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
TIM KNAPP, MAYOR

**SUMMARY OF VOTES:**

- Mayor Knapp
- Council President Starr
- Councilor Goddard
- Councilor Fitzgerald
- Councilor Stevens

**ORDINANCE NO. 763**

**AN ORDINANCE OF THE CITY OF WILSONVILLE ANNEXING APPROXIMATELY 9.8 ACRES AT 11650 SW TOOZE ROAD AND A SMALL TRIANGULAR, APPROXIMATELY 6315 SQUARE FOOT, PROPERTY ACROSS SW GRAHAMS FERRY ROAD FROM 28333 SW GRAHAMS FERRY ROAD INTO THE CITY LIMITS OF THE CITY OF WILSONVILLE, OREGON; THE LAND IS MORE PARTICULARLY DESCRIBED AS TAX LOTS 1100, 1101, AND 1503 (FORMERLY 1591) OF SECTION 15 T3S-R1W, CLACKAMAS COUNTY, OREGON, CITY OF WILSONVILLE, APPLICANT.**

WHEREAS, The City Wilsonville is the sole owner of certain real property legally described and depicted in Attachment 1 on which no persons or electors reside; and

WHEREAS, consistent with ORS 222.111 (2) a proposal for annexation was initiated by petition by the City, as owner of all real property in the territory to be annexed; and

WHEREAS, the land to be annexed is within the Urban Growth Boundary and has been master planned as part of the Villebois Village Master Plan; and

WHEREAS, the land to be annexed is contiguous to the City and can be served by City services; and

WHEREAS, ORS 227.125 authorizes the annexation of territory based on consent of all owners of land and a majority of electors within the territory and enables the City Council to dispense with submitting the question of the proposed annexation to the electors of the City for their approval or rejection; and

WHEREAS, Panel A of the Development Review Board considered the annexation and after a duly advertised public hearing held on November 10, 2014 recommended City Council approve the annexation; and

WHEREAS, on December 1, 2014, the City Council held a public hearing as required by Metro Code 3.09.050; and

WHEREAS, reports were prepared and considered as required by law; and because the annexation is not contested by any party, the City Council chooses not to submit the matter to the voters and does hereby favor the annexation of the subject tract of land based on findings, conclusions, Development Review Board's recommendation to City Council; and

WHEREAS, the annexation is not contested by any necessary party;

NOW, THEREFORE, THE CITY OF WILSONVILLE DOES ORDAIN AS FOLLOWS:

Section 1. The tracts of land, described and depicted in Attachment 1, is declared annexed to the City of Wilsonville.

Section 2. The findings and conclusions incorporated in Attachment 3 are adopted. The City Recorder shall immediately file a certified copy of this ordinance with Metro and other agencies required by Metro Code Chapter 3.09.050(g) and ORS 222.005. The annexation shall become effective upon filing of the annexation records with the Secretary of State as provided by ORS 222.180.

SUBMITTED to the Wilsonville City Council and read the first time at a meeting thereof on the 1<sup>st</sup> day of December 2014, and scheduled the second reading on December 15, 2014 commencing at the hour of 7:00 p.m. at the Wilsonville City Hall, 29799 Town Center Loop East, Wilsonville, OR.

\_\_\_\_\_  
Sandra C. King, City Recorder

ENACTED by the City Council of the City of Wilsonville, on the \_\_\_\_ day of December, 2014, by the following votes:

AYES: --      NAYS: --

\_\_\_\_\_  
Sandra C. King, City Recorder

DATED and signed by the Mayor this \_\_\_\_\_ day of December 2014.

\_\_\_\_\_  
TIM KNAPP, Mayor

SUMMARY OF VOTES:

- Mayor Knapp \_\_\_\_\_
- Councilor President Starr \_\_\_\_\_
- Councilor Fitzgerald \_\_\_\_\_
- Councilor Stevens \_\_\_\_\_
- Councilor Lehan \_\_\_\_\_

Attachments:

- Attachment 1 Legal Description and Sketch Depicting Land/Territory to be Annexed
- Attachment 2 Petition for Annexation
- Attachment 3 Annexation Findings, December 1, 2014.
- Attachment 4 Development Review Board Panel A Resolution No. 292 recommending approval of the annexation



EXHIBIT "A"

October 10, 2014

LEGAL DESCRIPTION

Job No. 103-005

Two parcels of land owned by the City of Wilsonville per Document No. 2006-085167, being Parcel 1 and Parcel 2 of Partition Plat No. 1994-182, Clackamas County Plat Records, being in the Northwest Quarter of Section 15, Township 3 South, Range 1 West, Willamette Meridian, Clackamas County, Oregon, more particularly described as follows:

BEGINNING at the Northeast corner of said Parcel 1;

thence along the easterly line of said Parcel 1, South 00° 43'30" West, a distance of 888.82 feet to the Southeast corner of said Parcel 1;

thence along the northerly line of plat of "Tonquin Woods at Villebois No. 4", South 89° 59'58" West, a distance of 481.11 feet to the Southwest corner of said Parcel 2;

thence along the westerly line of said Parcel 2, North 00° 48'23" East, a distance of 888.82 feet to the Northwest corner of said Parcel 2;

thence along the southerly Right-of-Way line of SW Tooze Road (County Road No. 355), North 89° 59'50" East, a distance of 479.85 feet to the POINT OF BEGINNING.

Containing 9.81 acres, more or less.

Basis of bearings being Partition Plat No. 1994-182, Clackamas County Plat Records.

REGISTERED PROFESSIONAL LAND SURVEYOR

OREGON JULY 9, 2002 TRAVIS C. JANSEN 57751

RENEWS: 6/30/2015

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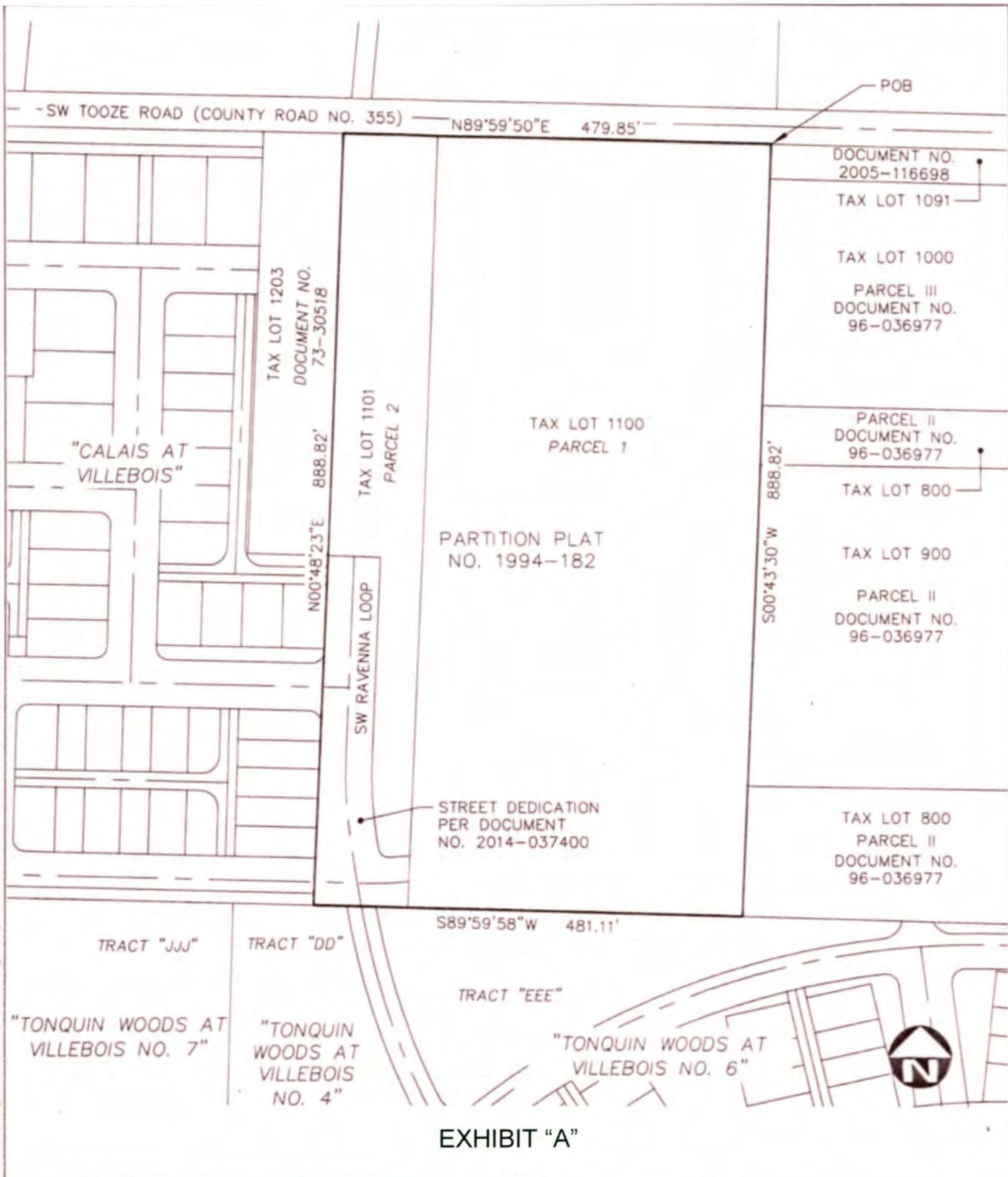


EXHIBIT "A"

DRAWN BY: BAA DATE: 10/10/2014

REVIEWED BY: TCJ DATE: 10/10/2014

PROJECT NO.: 103-005

SCALE: 1"=150'



12564 SW Main St  
 Tigard, OR 97223  
 [T] 503-941-9484  
 [F] 503-941-9485



EXHIBIT "A"

October 14, 2014

LEGAL DESCRIPTION

Job No. 103-005

A parcel of land owned by the City of Wilsonville per Document No. 2014-037149, Clackamas County Deed Records, being in the Northwest Quarter of Section 15, Township 3 South, Range 1 West, Willamette Meridian, Clackamas County, Oregon, more particularly described as follows:

BEGINNING at the Southwest corner of Tract "L", plat of "Calais at Villebois";

thence along the northerly line of Tract "III", plat of "Tonquin Woods at Villebois No. 7" and its extension, North 88° 34'09" West, a distance of 77.14 feet to an angle point on the easterly Right-of-Way line of SW Grahams Ferry Road (County Road No. 13);

thence along said easterly Right-of-Way line, North 17° 14'42" East, a distance of 170.17 feet to an angle point on the westerly plat line of "Calais at Villebois";

thence along said westerly plat line, South 09° 12'39" East, a distance of 166.59 feet to the POINT OF BEGINNING.

Containing 6,315 square feet, more or less.

Basis of bearings being plat of "Calais at Villebois", Clackamas County Plat Records.

Draft will be finalized after upcoming recording of Tonquin Woods at Villebois No. 7 plat

10/14/14  
FOR REVIEW ONLY  
REGISTERED PROFESSIONAL LAND SURVEYOR

DRAFT  
OREGON  
JULY 9, 2002  
TRAVIS C. JANSEN  
57751

RENEWS: 6/30/2015

Property Vested In:  
City of Wilsonville  
Section: 351W15  
Tax Lot: 1503

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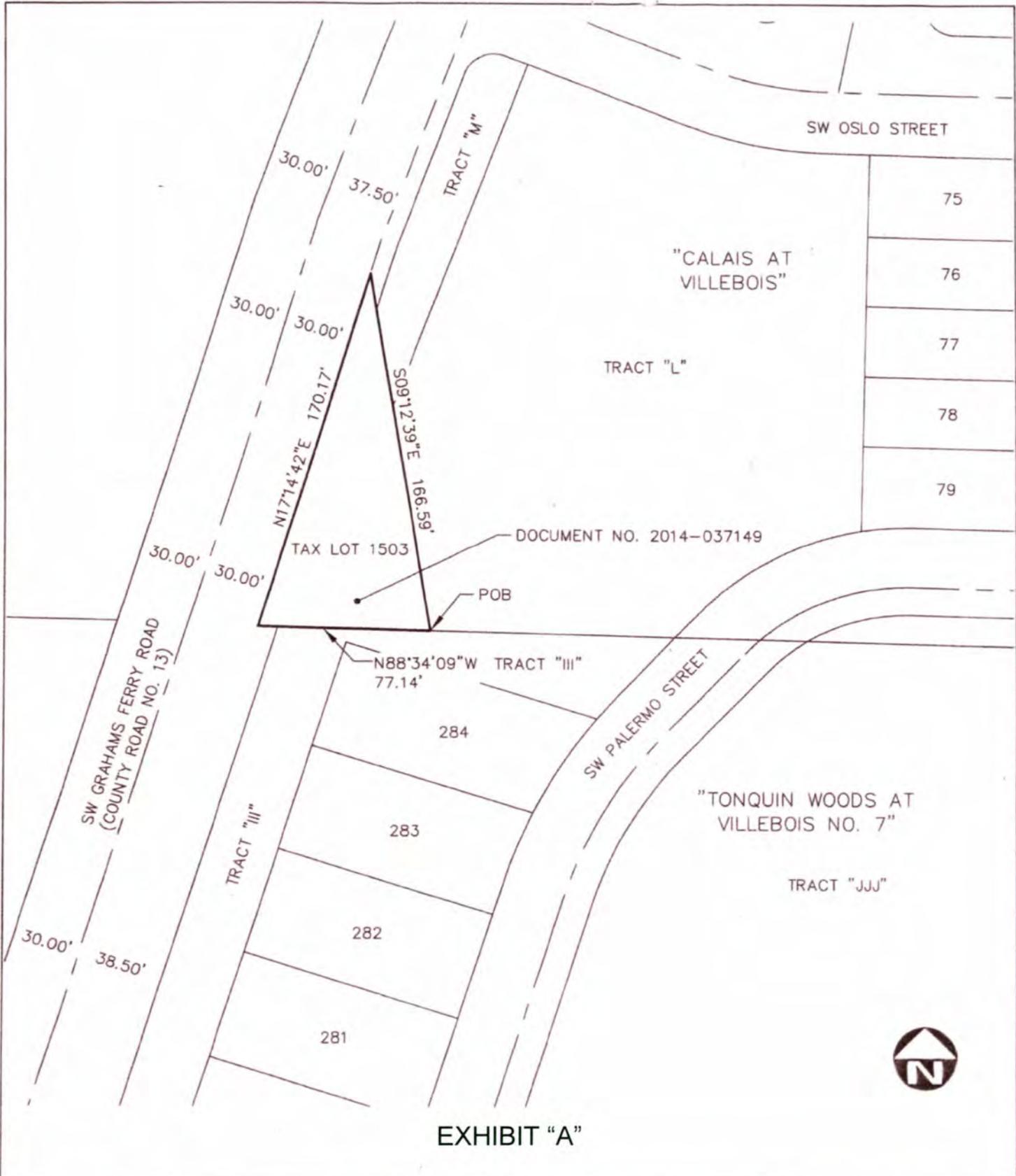


EXHIBIT "A"

DRAWN BY:   BAA   DATE:   10/14/2014    
 REVIEWED BY:   TCJ   DATE:   10/14/2014    
 PROJECT NO.:           103-005            
 SCALE:           1"=60'            
 \_\_\_\_\_  
 PAGE 1 OF 1



12564 SW Main St  
 Tigard, OR 97223  
 [T] 503-941-9484  
 [F] 503-941-9485  
 Page 4 of 4

**Petition for Annexation to the City of Wilsonville**

The City Wilsonville, as sole owner of certain real property legally described and shown in Attached Exhibit A on which no persons or electors reside, does hereby petition said property be annexed into the boundaries of the City of Wilsonville.

Signed on behalf of the City of Wilsonville, petitioner,



\_\_\_\_\_  
Bryan Cosgrove, City Manager

Date 10/16/14



EXHIBIT "A"

October 10, 2014

LEGAL DESCRIPTION

Job No. 103-005

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BEGINNING at the Northeast corner of said Parcel 1;

thence along the easterly line of said Parcel 1, South 00° 43'30" West, a distance of 888.82 feet to the Southeast corner of said Parcel 1;

thence along the northerly line of plat of "Tonquin Woods at Villebois No. 4", South 89° 59'58" West, a distance of 481.11 feet to the Southwest corner of said Parcel 2;

thence along the westerly line of said Parcel 2, North 00° 48'23" East, a distance of 888.82 feet to the Northwest corner of said Parcel 2;

thence along the southerly Right-of-Way line of SW Tooze Road (County Road No. 355), North 89° 59'50" East, a distance of 479.85 feet to the POINT OF BEGINNING.

Containing 9.81 acres, more or less.

Basis of bearings being Partition Plat No. 1994-182, Clackamas County Plat Records.

REGISTERED PROFESSIONAL LAND SURVEYOR

OREGON JULY 9, 2002 TRAVIS C. JANSEN 57751

RENEWS: 6/30/2015

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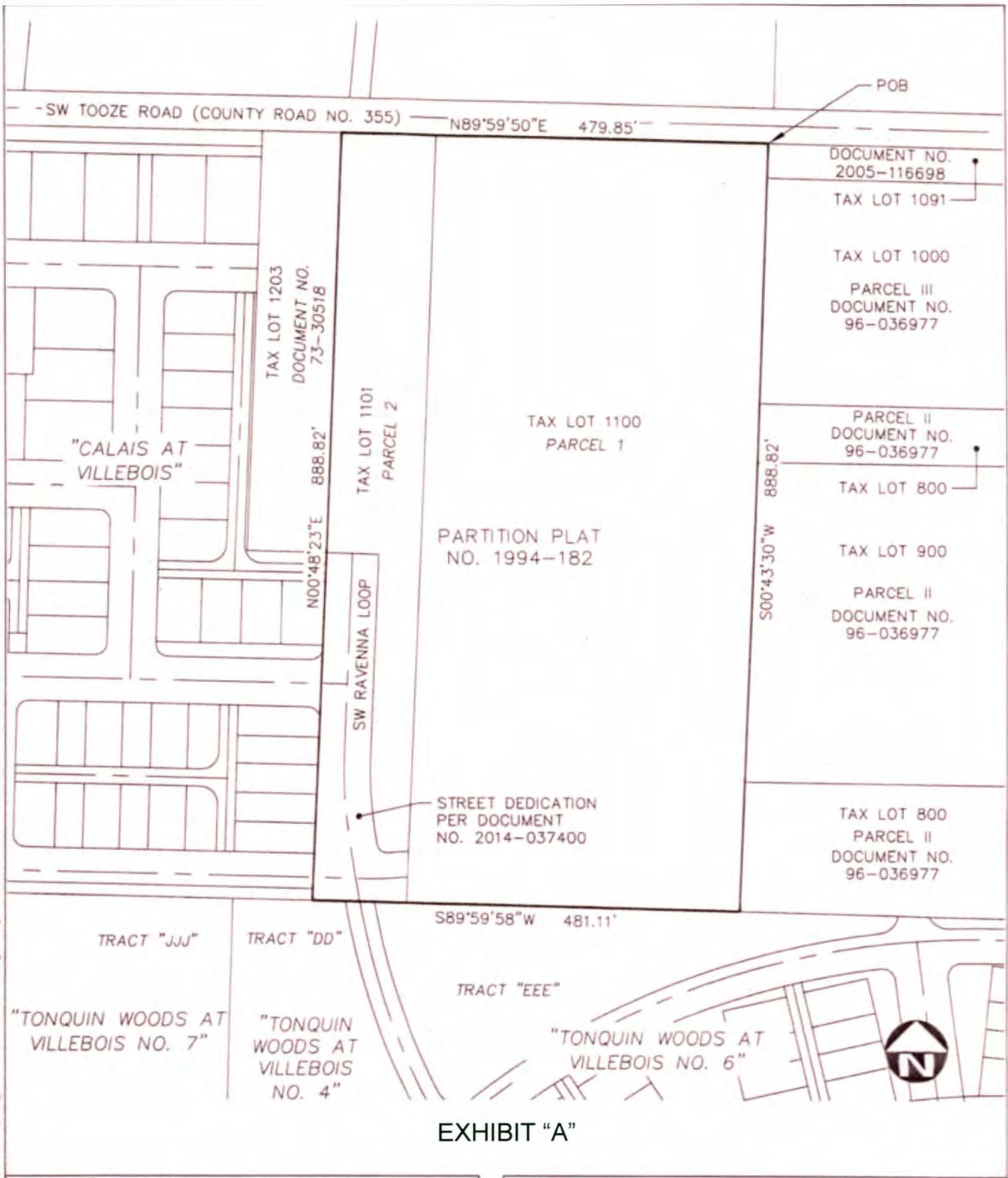


EXHIBIT "A"

DRAWN BY: BAA DATE: 10/10/2014  
 REVIEWED BY: TCJ DATE: 10/10/2014  
 PROJECT NO.: 103-005  
 SCALE: 1"=150'



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EXHIBIT "A"

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thence along said easterly Right-of-Way line, North 17° 14'42" East, a distance of 170.17 feet to an angle point on the westerly plat line of "Calais at Villebois";  
thence along said westerly plat line, South 09° 12'39" East, a distance of 166.59 feet to the POINT OF BEGINNING.

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Draft will be finalized after upcoming recording of Tonquin Woods at Villebois No. 7 plat

10/14/14  
FOR REVIEW ONLY  
REGISTERED PROFESSIONAL LAND SURVEYOR  
DRAFT  
OREGON  
JULY 9, 2002  
TRAVIS C. JANSEN  
57751

RENEWS: 6/30/2015

Property Vested In:  
City of Wilsonville  
Section: 351W15  
Tax Lot: 1503

N:\proj\103-005\09 Drawings\06 Survey\Legals\103005-Annexation Legal, P.U.E. and ROW.dwg - SHEET: TAX LOT 1503 Oct. 14 - 8:41 AM blake

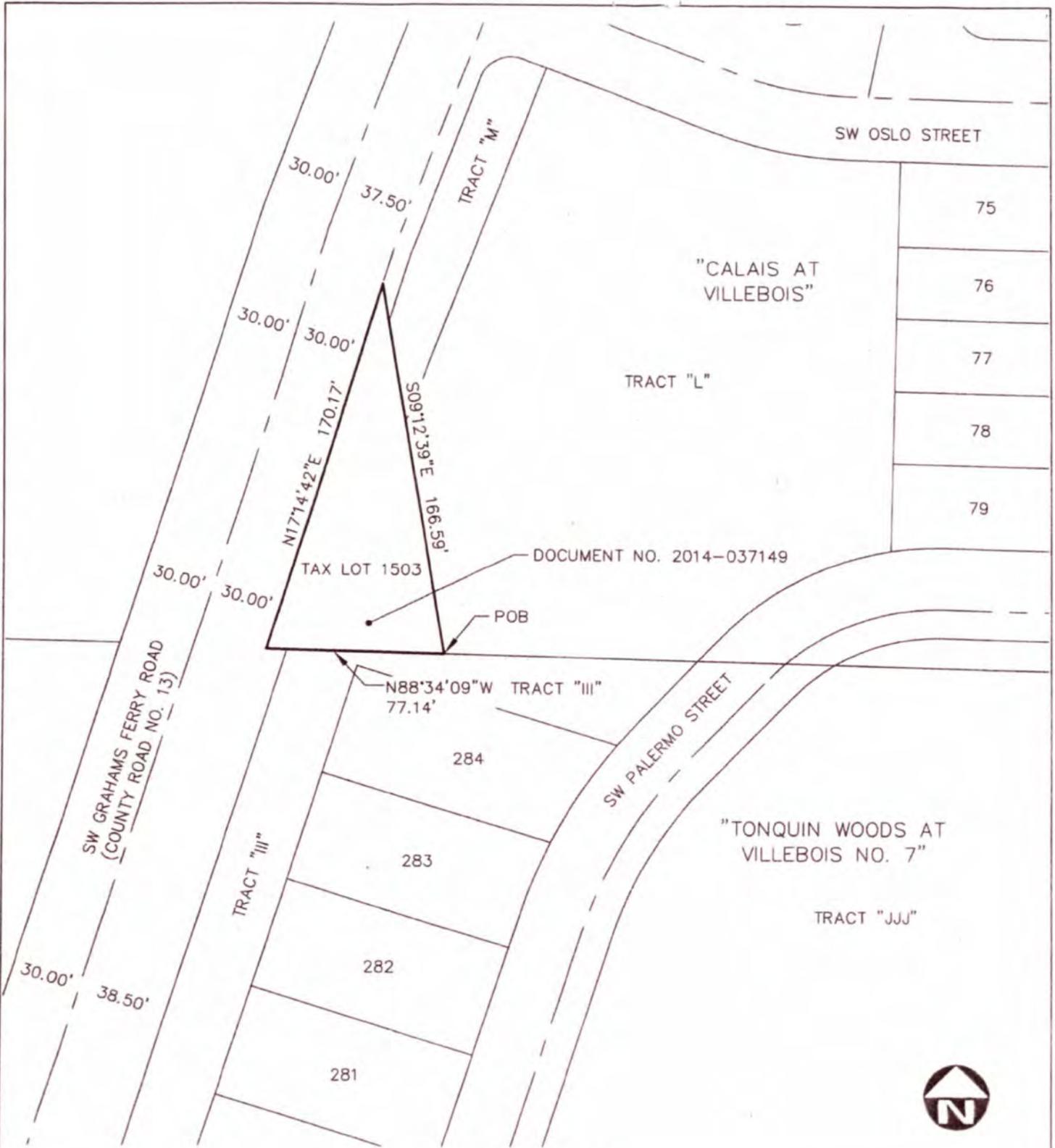


EXHIBIT "A"

DRAWN BY: BAA DATE: 10/14/2014  
 REVIEWED BY: TCJ DATE: 10/14/2014  
 PROJECT NO.: 103-005  
 SCALE: 1"=60'  
 PAGE 1 OF 1



12564 SW Main St  
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Ordinance No. 763 Attachment 3  
**STAFF REPORT**  
**WILSONVILLE PLANNING DIVISION**

*North Villebois City Properties Annexation*

**CITY COUNCIL**  
**QUASI-JUDICIAL PUBLIC HEARING**

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**HEARING DATE**                    December 1, 2014  
**DATE OF REPORT:**                November 24, 2014

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**APPLICATION NOS.:**        DB14-0064Annexation

**REQUEST/SUMMARY:** City Council is being asked to review a Quasi-judicial Annexation for City owned properties in the northwest portion of Villebois. No development is proposed concurrently with these applications.

**LOCATION:** Approximately 9.8 acres at 11650 SW Tooze Road and a small triangular approximately 6315 square foot property across Grahams Ferry Road from 28333 SW Grahams Ferry Road. Described as Tax Lots 1100, 1101, and 1503 (formerly 1591), Section 15, Township 3 South, Range 1 West, Willamette Meridian, Clackamas County, Oregon, as depicted on the map below.

**OWNER/APPLICANT/PETITIONER:**    City of Wilsonville

**COMPREHENSIVE PLAN MAP DESIGNATION:** Residential-Village

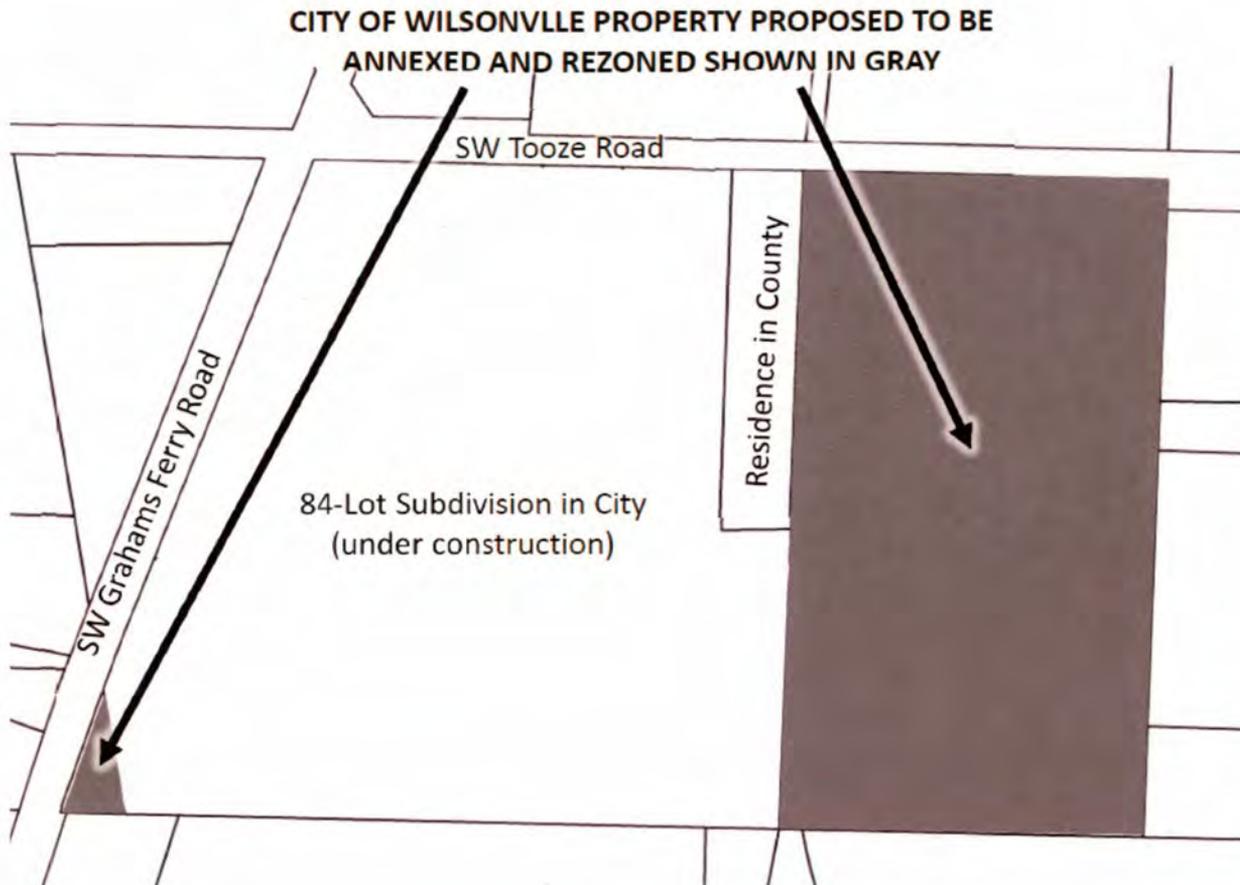
**ZONE MAP CLASSIFICATION (COUNTY):** RRFF5 (Rural Residential Farm Forest 5)

**STAFF REVIEWER:** Daniel Pauly AICP, Associate Planner

**STAFF RECOMMENDATIONS:** Annex the land as requested.

**APPLICABLE REVIEW CRITERIA**

<b>DEVELOPMENT CODE</b>	
Section 4.700	<b>Annexation</b>
<b>OTHER CITY PLANNING DOCUMENTS</b>	
Comprehensive Plan	
<b>REGIONAL AND STATE PLANNING DOCUMENTS</b>	
Metro Code Chapter 3.09	<b>Local Government Boundary Changes</b>
Metro Function Plan Titles 1,2,3,6 and 7	
ORS 222.111	<b>Authority and Procedures for Annexation</b>
ORS 222.125	<b>Annexation by Consent of All Land Owners and Majority of Electors</b>
ORS 222.170	<b>Effect of Consent to Annexation by Territory</b>



**BACKGROUND/SUMMARY:**

**Annexation (DB14-0064)**

Of the land covered by the Villebois Village Master Plan only the properties just south of Tooze Road between Grahams Ferry Road and 110<sup>th</sup> Avenue remain outside the City. The City’s Comprehensive Plan already designates these properties as “Residential-Village” in anticipation of annexation. Earlier in 2014 Polygon Homes petitioned for annexation of properties near the corner of Tooze Road and Grahams Ferry Road concurrent with a request to develop the property. The City wishes to now annex City owned property adjacent to the property annexed earlier this year.

**CONCLUSION AND CONDITIONS OF APPROVAL:**

Staff and DRB have reviewed the petition and facts regarding the request and recommends the City Council approve the annexation (DB14-0064).

**FINDINGS OF FACT:**

1. The statutory 120-day time limit applies to this application. The application was received on October 15, 2014. On October 15, 2014, staff conducted a completeness review within the statutorily allowed 30-day review period, and determined the application to be complete. The City must render a final decision for the request, including any appeals, by February 12, 2015.
2. Surrounding land uses are as follows:

Tooze Road Properties

<b>Compass Direction</b>	<b>Zone:</b>	<b>Existing Use:</b>
North:	Clackamas County RRFF5	Tooze Road/ Rural Residential
East:	Clackamas Coun RRFF5	Vacant
South:	V	Vacant (Future Park)
West:	Clackamas County RRFF5/V	Single-family Residential (existing and under development)

Grahams Ferry Road Property

<b>Compass Direction</b>	<b>Zone:</b>	<b>Existing Use:</b>
Northeast	V	Single-family Residential (under development)
South:	V	Vacant (Future Open Space)
West:	Clackamas County RRFF5	Grahams Ferry Road/Rural Residential

3. Prior land use actions include:

Legislative:

- 02PC06 - Villebois Village Concept Plan
- 02PC07A - Villebois Comprehensive Plan Text
- 02PC07C - Villebois Comprehensive Plan Map
- 02PC07B - Villebois Village Master Plan
- 02PC08 - Village Zone Text
- 04PC02 – Adopted Villebois Village Master Plan
- LP-2005-02-00006 – Revised Villebois Village Master Plan

LP-2005-12-00012 – Revised Villebois Village Master Plan (Parks and Recreation)  
LP10-0001 – Amendment to Villebois Village Master Plan (School Relocation from SAP North to SAP East)  
LP13-0005 – Amendment to Villebois Village Master Plan (Future Study Area)

Quasi Judicial:

DB07-0054 et seq – SAP-North  
DB07-0087 et seq – PDP-1N, Arbor at Villebois  
DB11-0024 et seq – PDP-1N Modification, SAP North Amendment Polygon NW  
DB12-0066 et seq – PDP-1N Modification, SAP North Amendment Polygon NW  
DB13-0020 et seq – PDP-2N, SAP North Amendment Polygon NW  
DB14-0009 et seq – PDP-3N, SAP North Amendment Polygon NW

4. The applicant has complied with Sections 4.013-4.031 of the Wilsonville Code, said sections pertaining to review procedures and submittal requirements. The required public notices have been sent and all proper notification procedures have been satisfied.

<b>CONCLUSIONARY FINDINGS DB14-0064 ANNEXATION</b>
--

**Comprehensive Plan**

***Annexation and Boundary Changes***

***Implementation Measure 2.2.1.a.***

- A1. **Review Criteria:** “Allow annexation when it is consistent with future planned public services and when a need is clearly demonstrated for immediate urban growth.”

**Finding:** These criteria are satisfied.

**Explanation of Finding:** The required consistency is fulfilled by being consistent with the Villebois Village Master Plan. The Villebois Village Master Plan was created and approved to address the jobs-housing imbalance and population growth within the City of Wilsonville. The Master Plan shows single family residential land uses within the subject site. Therefore, as a portion of Villebois Village, the subject site addresses a demonstrated need for urban growth.

The Villebois Parks & Open Space Plan ensures adequate parks and open space opportunities, which include a range of experiences for residents and visitors. Chapter 4 of the Villebois Village Master Plan evaluates compliance of the planned sanitary sewer, storm drainage, and water systems with the City’s Wastewater Collections System Master Plan, Stormwater Master Plan, and Water System Master Plan. Chapter 5 of the Master Plan analyzes compliance of the Villebois circulation system with the City’s Transportation Systems Plan. The Master Plan includes implementation measures to ensure compliance with the City’s public facility master plans and Transportation Systems Plan.

### ***Implementation Measure 2.2.1.e.***

- A2. **Review Criteria:** “Changes in the City boundary will require adherence to the annexation procedures prescribed by State law and Metro standards. Amendments to the City limits shall be based on consideration of:” Listed 1 through 5.

**Finding:** These criteria are satisfied.

**Explanation of Finding:** The requirements are fulfilled by being consistent with the Villebois Village Master Plan, as further explained below in this finding, or by compliance with state and regional policies as found in other findings supporting this request.

*Orderly, Economic Provision of Public Facilities and Services:* The Villebois Village Master Plan set forth implementation measures to ensure the orderly and economic provision of public facilities and services for this area. Adjacent development in Villebois is bringing needed and adequately sized public facilities adjacent to or onto the subject properties.

*Availability of sufficient land for marketplace choice:* The availability of sufficient land was demonstrated by the adoption of the Villebois Village Master Plan, which plans for the development of the 480-acre Villebois Village area. At the time of Master Plan approval, Villebois Village was found to have a wide range of residential choices. Annexation of the subject area to the City will allow development to occur that is consistent with the Master Plan and that provides the anticipated housing choices.

*Encouraging Development within City Limits prior to UGB:* Adjacent areas in the City are being developed, and the subject land will either be developed concurrently or will be the next anticipated development in Villebois. No other land planned for single-family residential in the Villebois Village Master Plan remains that has not received preliminary approval and in the process of development.

### ***Compact Urban Development Implementation Measures***

#### ***Implementation Measure 4.1.6.a. and c.***

- A3. **Review Criteria:** “Development in the “Residential-Village” Map area shall be directed by the Villebois Village Concept Plan (depicting the general character of proposed land uses, transportation, natural resources, public facilities, and infrastructure strategies), and subject to relevant Policies and Implementation Measures in the Comprehensive Plan; and implemented in accordance with the Villebois Village Master Plan, the “Village” Zone District, and any other provisions of the Wilsonville Planning and Land Development Ordinance that may be applicable.”

“The “Village” Zone District shall be applied in all areas that carry the Residential – Village Plan Map Designation.”

**Finding:** These criteria are satisfied.

**Explanation of Finding:** The subject site is included in the “Residential-Village” Comprehensive Plan Map Designation (Area B). This Implementation Measure establishes precedence for the “Village” Zone to be applied to the subject property area. An application for a Zone Map Amendment to apply the V Zone to the properties has been included. The site must be brought into City limits before the V zone can be applied.

## Development Code

### *Subsections 4.030 (.01) A, 11, 4.031 (.01) K, and 4.033 (.01) F. Authority to Review Annexation*

- A4. **Review Criteria:** These subsections prescribe the authority of the Planning Director to determine whether an annexation request is legislative or quasi-judicial, the DRB does the initial review of quasi-judicial annexation, and the City Council takes final local action of quasi-judicial annexation.  
**Finding:** These criteria are satisfied.  
**Explanation of Finding:** The subject annexation request has been determined to be quasi-judicial and is being reviewed by the DRB and City Council consistent with these subsections.

### *Section 4.700 Annexation*

- A5. **Review Criteria:** This section defines the criteria and process for annexation review within the City.  
**Finding:** These criteria are satisfied.  
**Explanation of Finding:** All the necessary materials defined by this section have been submitted for City review. The annexation is being considered quasi-judicial. Staff recommends the City Council, upon the DRB's recommendation, declare the subject property annexed.

## Metro Code

### *Chapter 3.09 Local Government Boundary Changes*

- A6. **Review Criteria:** This chapter establishes hearing, notice, and decision requirements as well as review criteria for local government boundary changes in the Metro region.  
**Finding:** These criteria are satisfied.  
**Explanation of Finding:** The request is within the UGB, meets the definition of a minor boundary change as an annexation to a city, satisfies the requirements for boundary change petitions as the property owner, there are no electors, has submitted a petition with the required information, is consistent with the Comprehensive Plan, Villebois Village Concept Plan, and Villebois Village Master Plan.

## Oregon Revised Statutes

### *ORS 222.111 Authority and Procedure for Annexation*

- A7. **Review Criteria:** ORS 222.111 establishes the authority and procedures for annexation by City's within the state of Oregon. The full text of the criteria is on pages 10-11 of the applicant's narrative and supporting compliance report for their petition for annexation (Section IIA of Exhibit B3).  
**Finding:** These criteria are satisfied.  
**Explanation of Finding:** The applicable requirements in state statute are met including the facts that subject property is within the UGB, is contiguous to the City, the request has been initiated by the property owner of the land being annexed, and there are no electors in the area to be annexed.

***ORS 222.120 Procedure Without Election by City Electors***

A8. **Review Criteria:** ORS 222.111 establishes the authority and procedures for annexation by City's within the state of Oregon.

**Finding:** These criteria are satisfied.

**Explanation of Finding:** There is no City charter requirement for election for annexation, a public hearing process is being followed as defined in the Development Code, and the applicable requirements in state statute are met including the facts that the single owner of the subject properties are the petitioners and thus have consented in writing to annexation. There are no electors or residential dwellings within the territory to be annexed.

***ORS 222.125 Annexation by Consent of All Owners of Land and Majority of Electors***

A9. **Review Criteria:** "The legislative body of a city need not call or hold an election in the city or in any contiguous territory proposed to be annexed or hold the hearing otherwise required under ORS 222.120 (Procedure without election by city electors) when all of the owners of land in that territory and not less than 50 percent of the electors, if any, residing in the territory consent in writing to the annexation of the land in the territory and file a statement of their consent with the legislative body. Upon receiving written consent to annexation by owners and electors under this section, the legislative body of the city, by resolution or ordinance, may set the final boundaries of the area to be annexed by a legal description and proclaim the annexation."

**Finding:** These criteria are satisfied.

**Explanation of Finding:** The territory to be annexed is all owned by the City of Wilsonville, and the City, as the owner, has petitioned and consented to annexation in writing. There are no electors or residential dwellings within the territory to be annexed. However, a public hearing process is being followed as prescribed in the City's Development Code concurrent with a Zone Map Amendment request.

**Oregon Statewide Planning Goals**

***Goals 1, 2, 5, 6, 8, 9, 10, 11, 12, 13***

A10. **Review Criteria:** The goals include: citizen involvement, land use planning, natural resources and open spaces, air water and land resource quality, recreational needs, economic development, housing, public facilities and services, transportation, and energy conservation.

**Finding:** These criteria are satisfied.

**Explanation of Finding:** The area requested to be annexed will be developed consistent with the City's Comprehensive Plan and the Villebois Village Master Plan, both which have been found to meet the statewide planning goals.

**DEVELOPMENT REVIEW BOARD  
RESOLUTION NO. 292**

**A RESOLUTION ADOPTING FINDINGS RECOMMENDING APPROVAL TO CITY COUNCIL OF AN ANNEXATION AND ZONE MAP AMENDMENT FROM RURAL RESIDENTIAL FARM FOREST 5-ACRE (RRFF-5) TO VILLAGE (V) FOR CITY OWNED PROPERTIES ALONG TOOZE ROAD AND GRAHAMS FERRY ROAD NEAR THE NORTHWEST CORNER OF VILLEBOIS. THE SUBJECT SITE IS LOCATED ON TAX LOTS 1100, 1101 AND 1503 (FORMERLY 1591), OF SECTION 15, TOWNSHIP 3 SOUTH, RANGE 1 WEST, WILLAMETTE MERIDIAN, CITY OF WILSONVILLE, CLACKAMAS COUNTY, OREGON. CITY OF WILSONVILLE- APPLICANT.**

WHEREAS, an application, together with planning exhibits for the above-captioned development, has been submitted in accordance with the procedures set forth in Section 4.008 of the Wilsonville Code, and

WHEREAS, the Planning Staff has prepared staff report on the above-captioned subject dated November 3, 2014, and

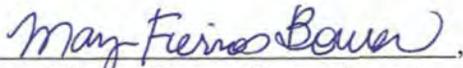
WHEREAS, said planning exhibits and staff report were duly considered by the Development Review Board Panel A at a scheduled meeting conducted on November 10, 2014, at which time exhibits, together with findings and public testimony were entered into the public record, and

WHEREAS, the Development Review Board considered the subject and the recommendations contained in the staff report, and

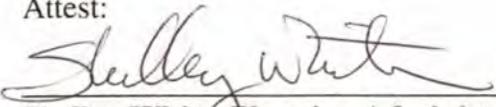
WHEREAS, interested parties, if any, have had an opportunity to be heard on the subject.

NOW, THEREFORE, BE IT RESOLVED that the Development Review Board of the City of Wilsonville does hereby adopt the staff report dated November 3, 2014 recommending to City Council approval of the Annexation and Zone Map Amendment Requests (DB14-0064 and DB14-0065) for:

ADOPTED by the Development Review Board of the City of Wilsonville at a regular meeting thereof this 10<sup>th</sup> day of November, 2014 and filed with the Planning Administrative Assistant on November 13, 2014. This resolution is final on the 15th calendar day after the postmarked date of the written notice of decision per *WC Sec 4.022(.09)* unless appealed per *WC Sec 4.022(.02)* or called up for review by the council in accordance with *WC Sec 4.022(.03)*.

  
Mary Fierros Bower Chair, Panel A  
Wilsonville Development Review Board

Attest:

  
Shelley White, Planning Administrative Assistant

**ORDINANCE NO. 764**

**AN ORDINANCE OF THE CITY OF WILSONVILLE APPROVING A ZONE MAP AMENDMENT FROM THE CLACKAMAS COUNTY RURAL RESIDENTIAL FARM FOREST 5 (RRFF5) ZONE TO THE VILLAGE (V) ZONE ON APPROXIMATELY 9.8 ACRES AT 11650 SW TOOZE ROAD AND A SMALL TRIANGULAR APPROXIMATELY 6315 SQUARE FOOT PROPERTY ACROSS SW GRAHAMS FERRY ROAD FROM 28333 SW GRAHAMS FERRY ROAD. COMPRISING TAX LOTS 1100, 1101, AND 1503 (FORMERLY 1591) OF SECTION 15, T3S, R1W, CLACKAMAS COUNTY, OREGON, CITY OF WILSONVILLE, APPLICANT.**

**RECITALS**

WHEREAS, The City of Wilsonville owns certain real property within the Villebois Village Master Plan being annexed into the City; and

WHEREAS, The City of Wilsonville desires to have the properties zoned consistent with their Wilsonville Comprehensive Plan Map designation of "Residential-Village" rather than maintain the current Clackamas County zoning designations.

WHEREAS, the Zone Map Amendment is contingent on annexation of the Property to the City of Wilsonville, which annexation has been petitioned for concurrently with the Zone Map Amendment request; and

WHEREAS, the City of Wilsonville Planning Staff analyzed the Zone Map Amendment request and prepared a staff report for the Development Review Board, finding that the application met the requirements for a Zone Map Amendment and recommending approval of the Zone Map Amendment, which staff report was presented to the Development Review Board on November 10, 2014;

WHEREAS, the Development Review Board Panel 'A' held a public hearing on the application for a Zone Map Amendment on November 10, 2014, and after taking public testimony and giving full consideration to the matter, adopted Resolution No. 292 which recommends that the City Council approve a request for a Zone Map Amendment (Case File DB14-0065), adopts the staff report with findings and recommendation, all as placed on the record at the hearing; and

WHEREAS, on December 1, 2014, the Wilsonville City Council held a public hearing regarding the above described matter, wherein the City Council considered the full public record made before the Development Review Board, including the Development Review Board and City Council staff reports; took public testimony; and, upon deliberation, concluded that the

proposed Zone Map Amendment meets the applicable approval criteria under the City of Wilsonville Development Code;

NOW, THEREFORE, THE CITY OF WILSONVILLE ORDAINS AS FOLLOWS:

Section 1. Findings. The City Council adopts, as findings and conclusions, the forgoing Recitals and the Zone Map Amendment Findings in Attachment 2, as if fully set forth herein.

Section 2. Order. The official City of Wilsonville Zone Map is hereby amended, upon finalization of the annexation of the Property to the City, by Zoning Order DB14-0065, attached hereto as Attachment 1, from the Clackamas County Rural Residential Farm Forest 5 (RRFF5) Zone to the Village (V) Zone.

SUBMITTED to the Wilsonville City Council and read the first time at a meeting thereof on the 1<sup>st</sup> day of December 2014, and scheduled for the second and final reading on December 15, 2014, commencing at the hour of 7 p.m. at the Wilsonville City Hall, 29799 SW Town Center Loop East, Wilsonville, OR.

\_\_\_\_\_  
Sandra C. King, City Recorder

ENACTED by the City Council of the City of Wilsonville, on the day of, 2014, by the following votes:

AYES: --      NAYS: -

\_\_\_\_\_  
Sandra C. King, City Recorder

DATED and signed by the Mayor this \_\_\_\_\_ day of December, 2014.

\_\_\_\_\_  
TIM KNAPP, Mayor

SUMMARY OF VOTES:

Mayor Knapp

Councilor President Starr

Councilor Fitzgerald

Councilor Stevens

Councilor Lehan

Attachments:

Attachment 1: Zoning Order DB14-0065.

Attachment A: Legal Description and Sketch Depicting Land/Territory to be Rezoned

Attachment 2: Zone Map Amendment Findings,

Attachment 3: DRB Panel A Resolution No. 292 recommending approval of the Zone Map Amendment

**ORD. NO. 764 ATTACHMENT 1**

**BEFORE THE CITY COUNCIL OF THE  
CITY OF WILSONVILLE, OREGON**

In the Matter of the Application of )  
The City of Wilsonville )  
for a Rezoning of Land and Amendment ) **ZONING ORDER DB14-0065**  
of the City of Wilsonville )  
Zoning Map Incorporated in Section 4.102 )  
of the Wilsonville Code. )

The above-entitled matter is before the Council to consider the application of DB14-0065, for a Zone Map Amendment and an Order, amending the official Zoning Map as incorporated in Section 4.102 of the Wilsonville Code.

The Council finds that the subject property (“Property”), legally described and shown on the attached Attachment A, has heretofore appeared on the Clackamas County zoning map Rural Residential Farm Forest 5 (RRFF5).

The Council having heard and considered all matters relevant to the application for a Zone Map Amendment, including the Development Review Board record and recommendation, finds that the application should be approved.

THEREFORE IT IS HEREBY ORDERED that The Property, consisting of approximately 9.8 acres at 11650 SW Tooze Road and a small triangular approximately 6315 square foot property across SW Grahams Ferry Road from 28333 SW Grahams Ferry Road comprising Tax Lots 1100, 1101, and 1503 (formerly 1591) of Section 15, as more particularly shown and described in the Legal Description and Sketch, Attachment A, is hereby rezoned to Village (V), subject to conditions detailed in this Order’s adopting Ordinance. The foregoing rezoning is hereby declared an amendment to the Wilsonville Zoning Map (Section 4.102 WC) and shall appear as such from and after entry of this Order.

Dated: This \_\_\_\_\_ day of December, 2014.

\_\_\_\_\_  
TIM KNAPP, MAYOR

APPROVED AS TO FORM:

\_\_\_\_\_  
Michael E. Kohlhoff, City Attorney

ATTEST:

\_\_\_\_\_  
Sandra C. King, MMC, City Recorder

Attachment A: Legal Description and Sketch Depicting Land/Territory to be Rezoned



EXHIBIT "A"

October 10, 2014

LEGAL DESCRIPTION

Job No. 103-005

Two parcels of land owned by the City of Wilsonville per Document No. 2006-085167, being Parcel 1 and Parcel 2 of Partition Plat No. 1994-182, Clackamas County Plat Records, being in the Northwest Quarter of Section 15, Township 3 South, Range 1 West, Willamette Meridian, Clackamas County, Oregon, more particularly described as follows:

BEGINNING at the Northeast corner of said Parcel 1;

thence along the easterly line of said Parcel 1, South 00° 43'30" West, a distance of 888.82 feet to the Southeast corner of said Parcel 1;

thence along the northerly line of plat of "Tonquin Woods at Villebois No. 4", South 89° 59'58" West, a distance of 481.11 feet to the Southwest corner of said Parcel 2;

thence along the westerly line of said Parcel 2, North 00° 48'23" East, a distance of 888.82 feet to the Northwest corner of said Parcel 2;

thence along the southerly Right-of-Way line of SW Tooze Road (County Road No. 355), North 89° 59'50" East, a distance of 479.85 feet to the POINT OF BEGINNING.

Containing 9.81 acres, more or less.

Basis of bearings being Partition Plat No. 1994-182, Clackamas County Plat Records.

REGISTERED  
PROFESSIONAL  
LAND SURVEYOR

OREGON  
JULY 9, 2002  
TRAVIS C. JANSEN  
57751

RENEWS: 6/30/2015

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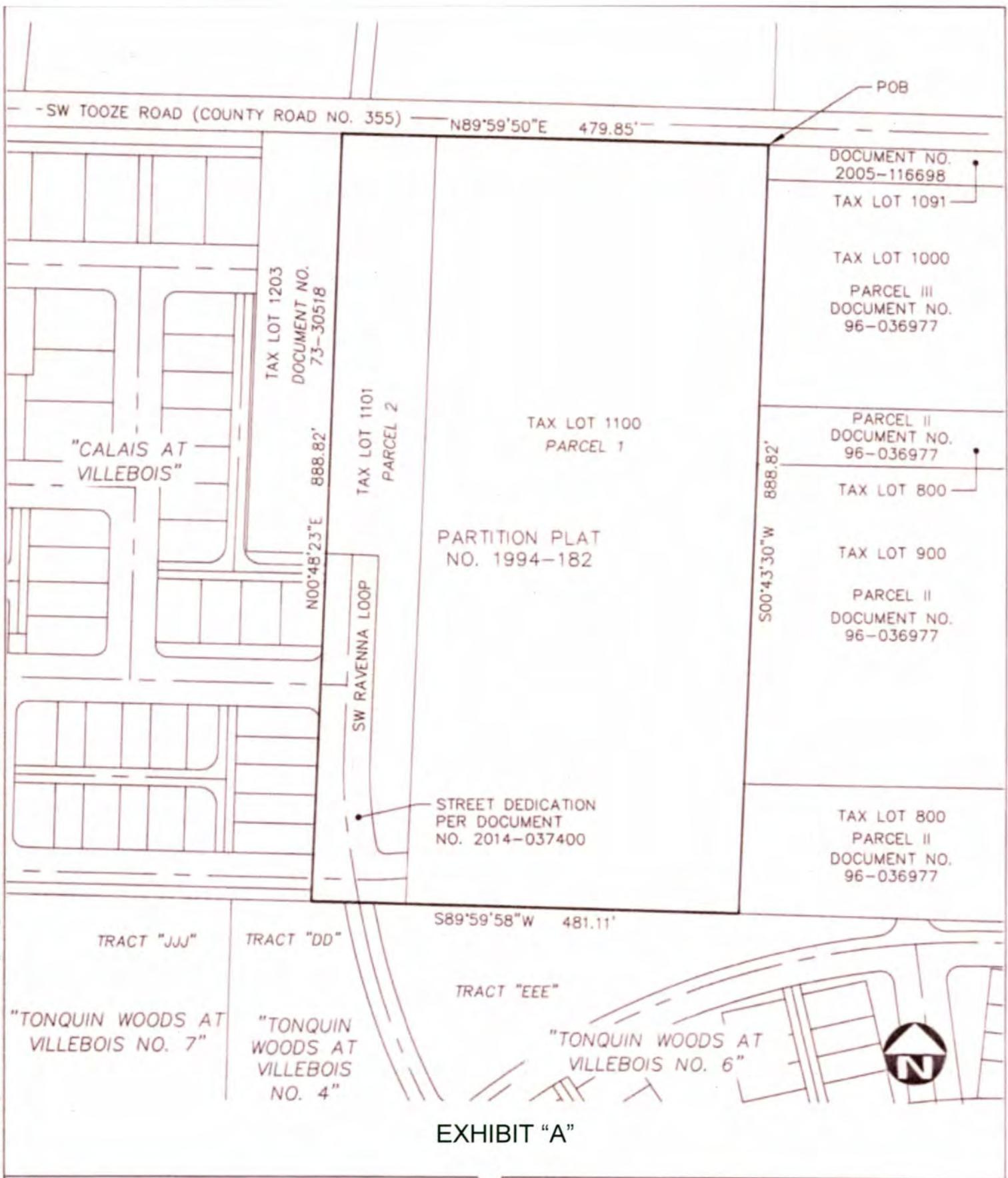


EXHIBIT "A"

DRAWN BY: BAA DATE: 10/10/2014  
 REVIEWED BY: TCJ DATE: 10/10/2014  
 PROJECT NO.: 103-005  
 SCALE: 1"=150'



12564 SW Main St  
 Tigard, OR 97223  
 [T] 503-941-9484  
 [F] 503-941-9485



EXHIBIT "A"

October 14, 2014

LEGAL DESCRIPTION

Job No. 103-005

A parcel of land owned by the City of Wilsonville per Document No. 2014-037149, Clackamas County Deed Records, being in the Northwest Quarter of Section 15, Township 3 South, Range 1 West, Willamette Meridian, Clackamas County, Oregon, more particularly described as follows:

BEGINNING at the Southwest corner of Tract "L", plat of "Calais at Villebois";  
thence along the northerly line of Tract "III", plat of "Tonquin Woods at Villebois No. 7" and its extension, North 88° 34'09" West, a distance of 77.14 feet to an angle point on the easterly Right-of-Way line of SW Grahams Ferry Road (County Road No. 13);  
thence along said easterly Right-of-Way line, North 17° 14'42" East, a distance of 170.17 feet to an angle point on the westerly plat line of "Calais at Villebois";  
thence along said westerly plat line, South 09° 12'39" East, a distance of 166.59 feet to the POINT OF BEGINNING.

Containing 6,315 square feet, more or less.

Basis of bearings being plat of "Calais at Villebois", Clackamas County Plat Records.

Draft will be finalized after upcoming recording of Tonquin Woods at Villebois No. 7 plat

10/14/14  
FOR REVIEW ONLY  
REGISTERED PROFESSIONAL LAND SURVEYOR

DRAFT  
OREGON  
JULY 9, 2002  
TRAVIS C. JANSEN  
57751

RENEWS: 6/30/2015

Property Vested In:  
City of Wilsonville  
Section: 351W15  
Tax Lot: 1503

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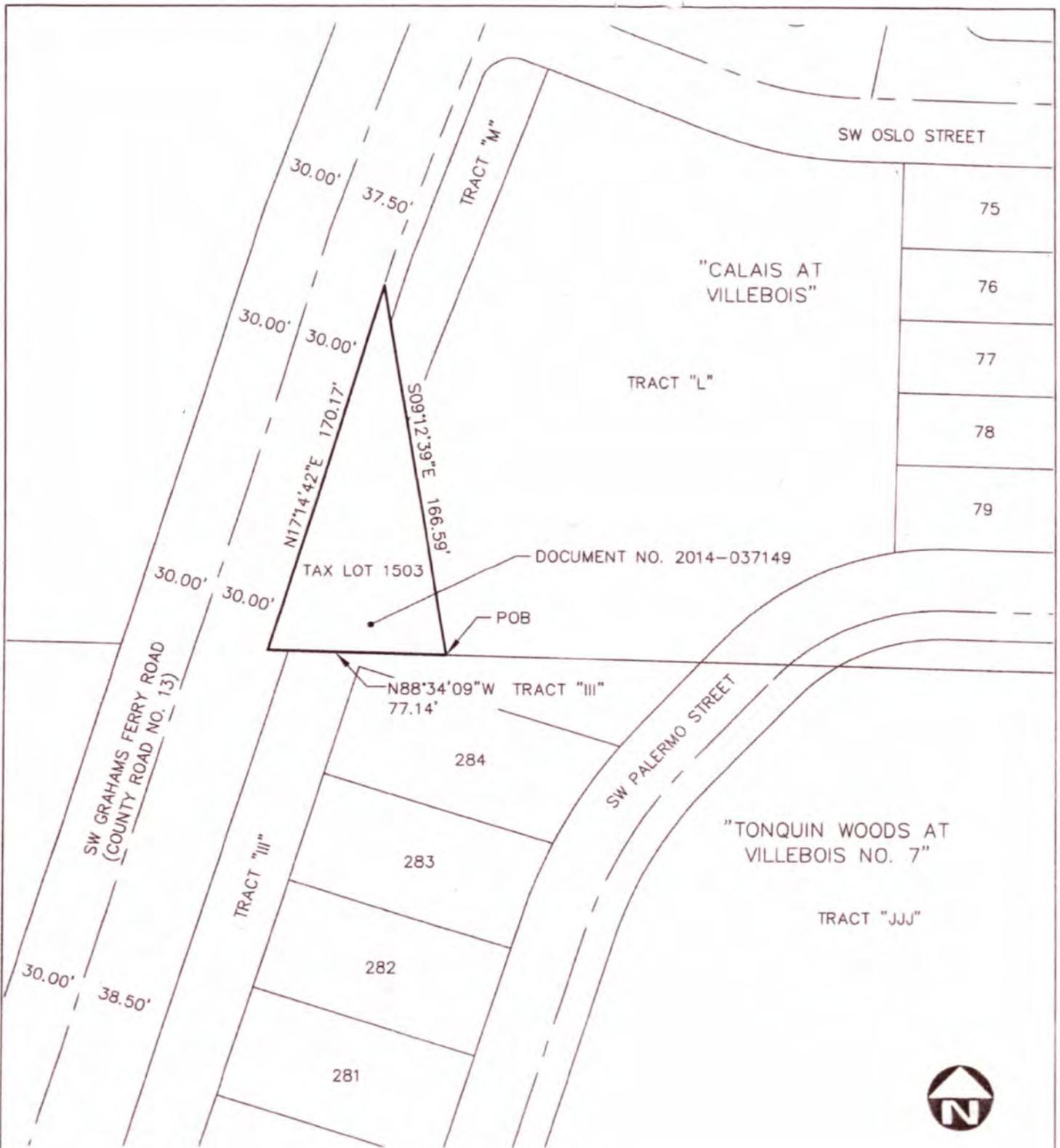


EXHIBIT "A"

DRAWN BY: BAA DATE: 10/14/2014  
 REVIEWED BY: TCJ DATE: 10/14/2014  
 PROJECT NO.: 103-005  
 SCALE: 1"=60'



12564 SW Main St  
 Tigard, OR 97223  
 [T] 503-941-9484  
 [F] 503-941-9485

Ord. No. 764 Attachment 2  
**STAFF REPORT**  
**WILSONVILLE PLANNING DIVISION**

*North Villebois City Properties*  
*Zone Map Amendment*

**CITY COUNCIL**  
**QUASI-JUDICIAL PUBLIC HEARING**

---

<b>HEARING DATE</b>	December 1, 2014
<b>DATE OF REPORT:</b>	November 24, 2014

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**APPLICATION NOS.:** DB14-0065 Zone Map Amendment

**REQUEST/SUMMARY:** The City Council is being asked to review a Quasi-judicial Zone Map Amendment for City owned properties in the northwest portion of Villebois. No development is proposed concurrently with the zone map amendment.

**LOCATION:** Approximately 9.8 acres at 11650 SW Tooze Road and a small triangular approximately 6315 square foot property across SW Grahams Ferry Road from 28333 SW Grahams Ferry Road. Described as Tax Lots 1100, 1101, and 1503 (formerly 1591), Section 15, Township 3 South, Range 1 West, Willamette Meridian, Clackamas County, Oregon, as depicted on the map below.

**OWNER/APPLICANT/PETITIONER:** City of Wilsonville

**COMPREHENSIVE PLAN MAP DESIGNATION:** Residential-Village

**ZONE MAP CLASSIFICATION:** RRFF5 (Clackamas County Rural Residential Farm Forest 5)

**STAFF REVIEWER:** Daniel Pauly AICP, Associate Planner

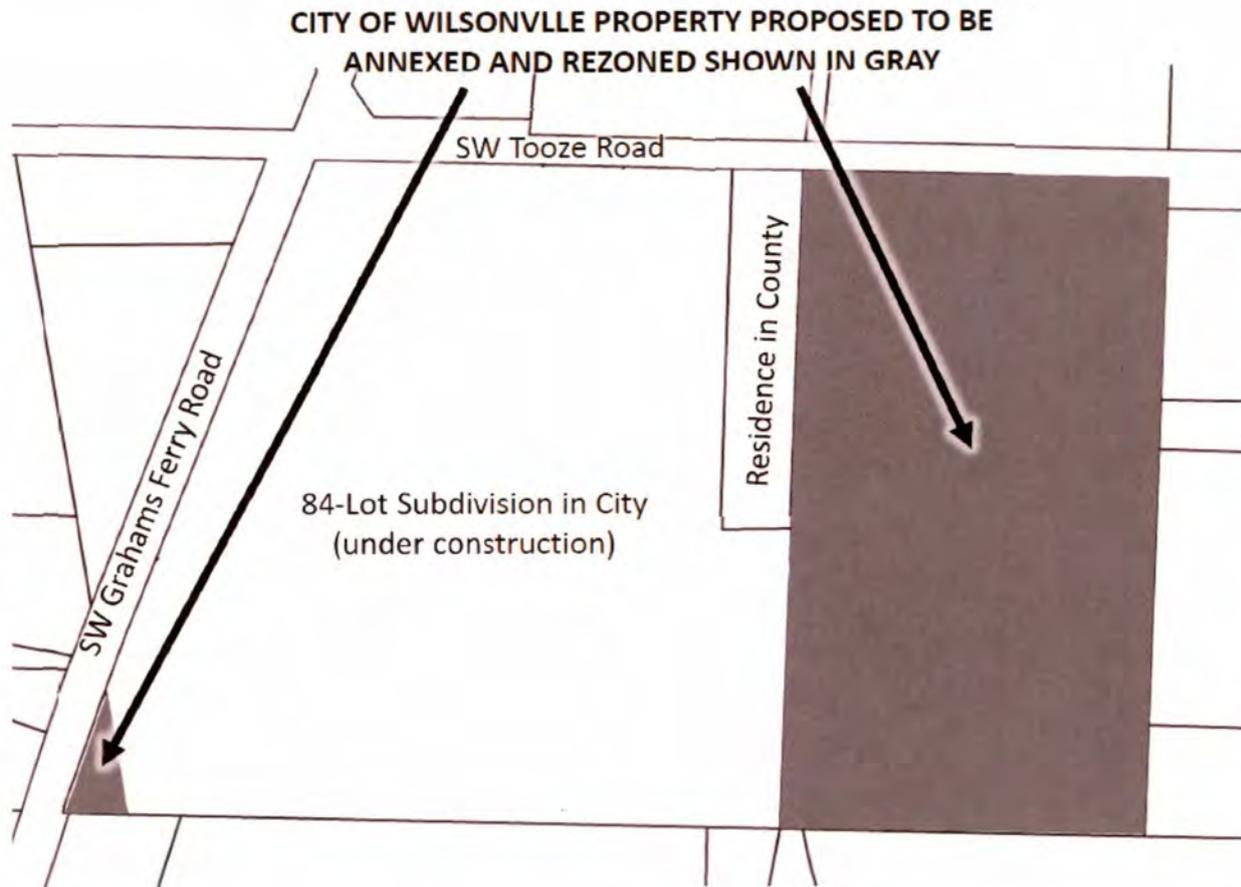
**DRB RECOMMENDATION:** Approve the requested Zone Map Amendment.

**APPLICABLE REVIEW CRITERIA**

<b>DEVELOPMENT CODE</b>	
Section 4.008	<b>Application Procedures-In General</b>
Section 4.009	<b>Who May Initiate Application</b>
Section 4.010	<b>How to Apply</b>
Section 4.011	<b>How Applications are Processed</b>
Section 4.014	<b>Burden of Proof</b>
Section 4.031	<b>Authority of the Development Review Board</b>
Section 4.033	<b>Authority of City Council</b>
Section 4.197	<b>Zone Changes and Amendments to Development Code-Procedures</b>
<b>OTHER CITY PLANNING DOCUMENTS</b>	

Comprehensive Plan	
Villebois Village Master Plan	
SAP North Approval Documents	
<b><u>REGIONAL AND STATE PLANNING DOCUMENTS</u></b>	
Statewide Planning Goals	

**Vicinity Map**



**BACKGROUND/SUMMARY:**

**Zone Map Amendment (DB14-0010)**

The applicant requests to change the current Clackamas County zoning designation of Rural Residential Farm Forest 5 (RRFF5) to the City of Wilsonville zoning designation of Village (V) consistent with the Comprehensive Plan designation of Residential-Village and the Villebois Village Master Plan.

**CONCLUSION AND CONDITIONS OF APPROVAL:**

Staff and the DRB have reviewed the petition and facts regarding the request and recommends the DRB recommend approval of the zone map amendment (DB14-0065).

**FINDINGS OF FACT:**

1. The statutory 120-day time limit applies to this application. The application was received on October 15, 2014. On October 15, 2014, staff conducted a completeness review within the statutorily allowed 30-day review period, and determined the application to be complete. The City must render a final decision for the request, including any appeals, by February 12, 2015.
2. Surrounding land uses are as follows:

Tooze Road Properties

Compass Direction	Zone:	Existing Use:
North:	Clackamas County RRFF5	Tooze Road/ Rural Residential
East:	Clackamas Coun RRFF5	Vacant
South:	V	Vacant (Future Park)
West:	Clackamas County RRFF5/V	Single-family Residential (existing and under development)

Grahams Ferry Road Property

Compass Direction	Zone:	Existing Use:
Northeast	V	Single-family Residential (under development)
South:	V	Vacant (Future Open Space)
West:	Clackamas County RRFF5	Grahams Ferry Road/Rural Residential

3. Prior land use actions include:

Legislative:

- 02PC06 - Villebois Village Concept Plan
- 02PC07A - Villebois Comprehensive Plan Text
- 02PC07C - Villebois Comprehensive Plan Map
- 02PC07B - Villebois Village Master Plan
- 02PC08 - Village Zone Text
- 04PC02 – Adopted Villebois Village Master Plan
- LP-2005-02-00006 – Revised Villebois Village Master Plan

LP-2005-12-00012 – Revised Villebois Village Master Plan (Parks and Recreation)  
LP10-0001 – Amendment to Villebois Village Master Plan (School Relocation from SAP North to SAP East)  
LP13-0005 – Amendment to Villebois Village Master Plan (Future Study Area)

Quasi Judicial:

DB07-0054 et seq – SAP-North  
DB07-0087 et seq – PDP-1N, Arbor at Villebois  
DB11-0024 et seq – PDP-1N Modification, SAP North Amendment Polygon NW  
DB12-0066 et seq – PDP-1N Modification, SAP North Amendment Polygon NW  
DB13-0020 et seq – PDP-2N, SAP North Amendment Polygon NW  
DB14-0009 et seq – PDP-3N, SAP North Amendment Polygon NW

4. The applicant has complied with Sections 4.013-4.031 of the Wilsonville Code, said sections pertaining to review procedures and submittal requirements. The required public notices have been sent and all proper notification procedures have been satisfied.

**CONCLUSIONARY FINDINGS:**

NOTE: Pursuant to Section 4.014 the burden of proving that the necessary findings of fact can be made for approval of any land use or development application rests with the applicant in the case.

<b>GENERAL INFORMATION</b>
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***Section 4.008 Application Procedures-In General***

**Review Criteria:** This section lists general application procedures applicable to a number of types of land use applications and also lists unique features of Wilsonville’s development review process.

**Finding:** These criteria are met.

**Explanation of Finding:** The application is being processed in accordance with the applicable general procedures of this Section.

***Section 4.009 Who May Initiate Application***

**Review Criterion:** “Except for a Specific Area Plan (SAP), applications involving specific sites may be filed only by the owner of the subject property, by a unit of government that is in the process of acquiring the property, or by an agent who has been authorized by the owner, in writing, to apply.”

**Finding:** This criterion is satisfied.

**Explanation of Finding:** The applications have been submitted on behalf of the sole property owner, City of Wilsonville.

***Subsection 4.011 (.02) B. Lien Payment before Application Approval***

**Review Criterion:** “City Council Resolution No. 796 precludes the approval of any development application without the prior payment of all applicable City liens for the subject property. Applicants shall be encouraged to contact the City Finance Department to verify that there are no outstanding liens. If the Planning Director is advised of outstanding liens while an application is under consideration, the Director

shall advise the applicant that payments must be made current or the existence of liens will necessitate denial of the application.”

**Finding:** This criterion is satisfied.

**Explanation of Finding:** No applicable liens exist for the subject property.

<b>CONCLUSIONARY FINDINGS: DB14-0065 ZONE MAP AMENDMENT</b>
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**Comprehensive Plan**

***Compact Urban Development-Implementation Measures***

***Implementation Measure 4.1.6.a***

1. **Review Criteria:** “Development in the “Residential-Village” Map area shall be directed by the Villebois Village Concept Plan (depicting the general character of proposed land uses, transportation, natural resources, public facilities, and infrastructure strategies), and subject to relevant Policies and Implementation Measures in the Comprehensive Plan; and implemented in accordance with the Villebois Village Master Plan, the “Village” Zone District, and any other provisions of the Wilsonville Planning and Land Development Ordinance that may be applicable.”

**Finding:** These criteria are satisfied.

**Explanation of Finding:** Development in this area is being guided by all the listed plans and codes.

***Implementation Measure 4.1.6.b.***

2. **Review Criteria:** This implementation measure identifies the elements the Villebois Village Master Plan must contain.

**Finding:** These criteria are not applicable

**Explanation of Finding:** The subject area is part of the Villebois Village Master Plan and the plan contains all the elements listed in this implementation measure

***Implementation Measure 4.1.6.c.***

3. **Review Criterion:** “The “Village” Zone District shall be applied in all areas that carry the Residential-Village Plan Map Designation.”

**Finding:** This criterion is satisfied.

**Explanation of Finding:** The Village Zone zoning district is being applied to an area designated as Residential-Village in the Comprehensive Plan.

***Implementation Measure 4.1.6.d.***

4. **Review Criterion:** “The “Village” Zone District shall allow a wide range of uses that befit and support an “urban village,” including conversion of existing structures in the core area to provide flexibility for changing needs of service, institutional, governmental and employment uses.”

**Finding:** This criterion is satisfied.

**Explanation of Finding:** The proposed designation of the subject property as “Village” will allow development of uses supportive of an urban village consistent with the Villebois Village Master Plan.

## **Planning and Land Development Ordinance**

### ***Section 4.029 Zoning to be Consistent with Comprehensive Plan***

5. **Review Criterion:** “If a development, other than a short-term temporary use, is proposed on a parcel or lot which is not zoned in accordance with the Comprehensive Plan, the applicant must receive approval of a zone change prior to, or concurrently with the approval of an application for a Planned Development.”

**Finding:** This criterion is satisfied.

**Explanation of Finding:** The applicant is applying for a zone change prior to application for planned development applications, or the Villebois Equivalent which will make the zoning consistent with the Comprehensive Plan when future development is proposed.

### ***Subsection 4.110 (.01) Base Zones***

6. **Review Criterion:** This subsection identifies the base zones established for the City, including the Village Zone.

**Finding:** This criterion is satisfied.

**Explanation of Finding:** The requested zoning designation of Village “V” is among the base zones identified in this subsection.

### ***Subsection 4.125 (.01) Village Zone Purpose***

7. **Review Criteria:** “The Village (V) zone is applied to lands within the Residential Village Comprehensive Plan Map designation. The Village zone is the principal implementing tool for the Residential Village Comprehensive Plan designation. It is applied in accordance with the Villebois Village Master Plan and the Residential Village Comprehensive Plan Map designation as described in the Comprehensive Plan.”

**Finding:** These criteria are satisfied.

**Explanation of Finding:** The subject lands are designated Residential-Village on the Comprehensive Plan map and are within the Villebois Village Master Plan area and the zoning designation thus being applied is the Village “V”.

### ***Subsection 4.125 (.18) B. 2. Zone Change Concurrent with PDP Approval***

8. **Review Criterion:** “... Application for a zone change shall be made concurrently with an application for PDP approval...”

**Finding:** This criterion is satisfied.

**Explanation of Finding:** Staff understands this language to mean a PDP approval cannot be brought forward without the appropriate zoning in place but does not preclude a zone change consistent with the comprehensive plan prior to PDP approval, such as during SAP approval or earlier. This understanding is informed by the language in Section 4.029, seeing Finding B5 above, which states zoning must occur prior to a planned development. As the PDP is equivalent to a Stage II Final Plan in the Village Zone the same rationale would apply as for a Stage II Final Plan elsewhere in the City where the zoning at minimum must occur concurrently with the Stage II approval, but may occur prior.

***Subsection 4.197 (.02) Zone Change Review***

***Subsection 4.197 (.02) A. Zone Change Procedures***

9. **Review Criteria:** “That the application before the Commission or Board was submitted in accordance with the procedures set forth in Section 4.008, Section 4.125(.18)(B)(2), or, in the case of a Planned Development, Section 4.140;”  
**Finding:** These criteria are satisfied.  
**Explanation of Finding:** The request for a zone map amendment has been submitted as set forth in the applicable code sections.

***Subsection 4.197 (.02) B. Zone Change: Conformance with Comprehensive Plan Map, etc.***

10. **Review Criteria:** “That the proposed amendment is consistent with the Comprehensive Plan map designation and substantially complies with the applicable goals, policies and objectives, set forth in the Comprehensive Plan text;”  
**Finding:** These criteria are satisfied.  
**Explanation of Finding:** The proposed zone map amendment is consistent with the Comprehensive Map designation of Residential-Village and as shown in Findings B1 through B4 comply with applicable Comprehensive Plan text.

***Subsection 4.197 (.02) C. Zone Change: Specific Findings Regarding Residential Designated Lands***

11. **Review Criteria:** “In the event that the subject property, or any portion thereof, is designated as “Residential” on the City’s Comprehensive Plan Map; specific findings shall be made addressing substantial compliance with Implementation Measure 4.1.4.b, d, e, q, and x of Wilsonville’s Comprehensive Plan text;”  
**Finding:** These criteria are satisfied.  
**Explanation of Finding:** Implementation Measure 4.1.6.c. states the “Village” Zone District shall be applied in all areas that carry the Residential-Village Plan Map Designation. Since the Village Zone must be applied to areas designated “Residential Village” on the Comprehensive Plan Map and is the only zone that may be applied to these areas, its application is consistent with the Comprehensive Plan.

***Subsection 4.197 (.02) D. Zone Change: Public Facility Concurrency***

12. **Review Criteria:** “That the existing primary public facilities, i.e., roads and sidewalks, water, sewer and storm sewer are available and are of adequate size to serve the proposed development; or, that adequate facilities can be provided in conjunction with project development. The Planning Commission and Development Review Board shall utilize any and all means to insure that all primary facilities are available and are adequately sized.”  
**Finding:** These criteria are satisfied.  
**Explanation of Finding:** While final design of public facilities will occur with a future PDP or PDPs, the subject property is part of the Villebois Village Master Plan where utilities have been planned to be adequate to serve the entire Master Plan area. Development requirements tied to future applications for PDP’s and other development approvals will further insure all necessary public facilities are provided.

***Subsection 4.197 (.02) E. Zone Change: Impact on SROZ Areas***

13. **Review Criteria:** “That the proposed development does not have a significant adverse effect upon Significant Resource Overlay Zone areas, an identified natural hazard, or an identified geologic hazard. When Significant Resource Overlay Zone areas or natural hazard, and/ or geologic hazard are located on or about the proposed development, the Planning Commission or Development Review Board shall use appropriate measures to mitigate and significantly reduce conflicts between the development and identified hazard or Significant Resource Overlay Zone;”

**Finding:** These criteria are satisfied.

**Explanation of Finding:** No SROZ area is mapped on the subject properties.

***Subsection 4.197 (.02) F. Zone Change: Development within 2 Years***

14. **Review Criterion:** “That the applicant is committed to a development schedule demonstrating that the development of the property is reasonably expected to commence within two (2) years of the initial approval of the zone change.”

**Finding:** This criterion is satisfied.

**Explanation of Finding:** Development on the subject property will happen in a number of stages reasonably expected to commence on all included parcels within two (2) years. The limited improvements, including fencing and landscaping on Tax Lot 1503 (formerly 1591), is expected to occur together with the development of adjacent Tonquin Woods No. 7 and Calais subdivisions which are approved and under construction. Development on Tax Lot 1101 has already commenced to build public street improvements and associated landscaping. Part of Tax Lot 1100 is planned for a portion of Regional Park 5. The City is working with partners and adjacent property owners to plan the Regional Park and expect the park to be constructed within 2 years. The development of the remainder of Tax Lots 1100 and 1101 depends on market conditions and could very well commence within two years.

***Subsection 4.197 (.02) G. Zone Change: Development Standards and Conditions of Approval***

15. **Review Criteria:** “That the proposed development and use(s) can be developed in compliance with the applicable development standards or appropriate conditions are attached to insure that the project development substantially conforms to the applicable development standards.”

**Finding:** These criteria are satisfied.

**Explanation of Finding:** Nothing about the zone change would prevent development on the subject properties from complying with applicable development standards.

**DEVELOPMENT REVIEW BOARD  
RESOLUTION NO. 292**

**A RESOLUTION ADOPTING FINDINGS RECOMMENDING APPROVAL TO CITY COUNCIL OF AN ANNEXATION AND ZONE MAP AMENDMENT FROM RURAL RESIDENTIAL FARM FOREST 5-ACRE (RRFF-5) TO VILLAGE (V) FOR CITY OWNED PROPERTIES ALONG TOOZE ROAD AND GRAHAMS FERRY ROAD NEAR THE NORTHWEST CORNER OF VILLEBOIS. THE SUBJECT SITE IS LOCATED ON TAX LOTS 1100, 1101 AND 1503 (FORMERLY 1591), OF SECTION 15, TOWNSHIP 3 SOUTH, RANGE 1 WEST, WILLAMETTE MERIDIAN, CITY OF WILSONVILLE, CLACKAMAS COUNTY, OREGON. CITY OF WILSONVILLE- APPLICANT.**

WHEREAS, an application, together with planning exhibits for the above-captioned development, has been submitted in accordance with the procedures set forth in Section 4.008 of the Wilsonville Code, and

WHEREAS, the Planning Staff has prepared staff report on the above-captioned subject dated November 3, 2014, and

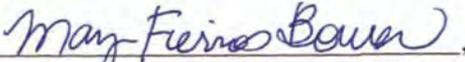
WHEREAS, said planning exhibits and staff report were duly considered by the Development Review Board Panel A at a scheduled meeting conducted on November 10, 2014, at which time exhibits, together with findings and public testimony were entered into the public record, and

WHEREAS, the Development Review Board considered the subject and the recommendations contained in the staff report, and

WHEREAS, interested parties, if any, have had an opportunity to be heard on the subject.

NOW, THEREFORE, BE IT RESOLVED that the Development Review Board of the City of Wilsonville does hereby adopt the staff report dated November 3, 2014 recommending to City Council approval of the Annexation and Zone Map Amendment Requests (DB14-0064 and DB14-0065) for:

ADOPTED by the Development Review Board of the City of Wilsonville at a regular meeting thereof this 10<sup>th</sup> day of November, 2014 and filed with the Planning Administrative Assistant on November 13, 2014. This resolution is final on the 15th calendar day after the postmarked date of the written notice of decision per *WC Sec 4.022(.09)* unless appealed per *WC Sec 4.022(.02)* or called up for review by the council in accordance with *WC Sec 4.022(.03)*.

  
Mary Fierros Bower Chair, Panel A  
Wilsonville Development Review Board

Attest:

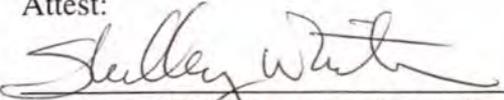
  
Shelley White, Planning Administrative Assistant

Exhibit A1  
**STAFF REPORT**  
**WILSONVILLE PLANNING DIVISION**

*North Villebois City Properties Annexation and Zone Map Amendment*

**DEVELOPMENT REVIEW BOARD PANEL 'A'**  
**QUASI-JUDICIAL PUBLIC HEARING**  
**STAFF REPORT**  
**ADOPTED NOVEMBER 10, 2014**

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**HEARING DATE** November 10, 2014  
**DATE OF REPORT:** November 3, 2014

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**APPLICATION NOS.:** DB14-0064 Annexation  
DB14-0065 Zone Map Amendment

**REQUEST/SUMMARY:** The Development Review Board is being asked to review a Quasi-judicial Annexation and Zone Map Amendment for City owned properties in the northwest portion of Villebois. No development is proposed concurrently with these applications.

**LOCATION:** Approximately 9.8 acres at 11650 SW Tooze Road and a small triangular approximately 6315 square foot property across Grahams Ferry Road from 28333 SW Grahams Ferry Road. Described as Tax Lots 1100, 1101, and 1503 (formerly 1591), Section 15, Township 3 South, Range 1 West, Willamette Meridian, Clackamas County, Oregon, as depicted on the map below.

**OWNER/APPLICANT/PETITIONER:** City of Wilsonville

**COMPREHENSIVE PLAN MAP DESIGNATION:** Residential-Village

**ZONE MAP CLASSIFICATION:** RRF5 (Clackamas County Rural Residential Farm Forest 5)

**STAFF REVIEWER:** Daniel Pauly AICP, Associate Planner

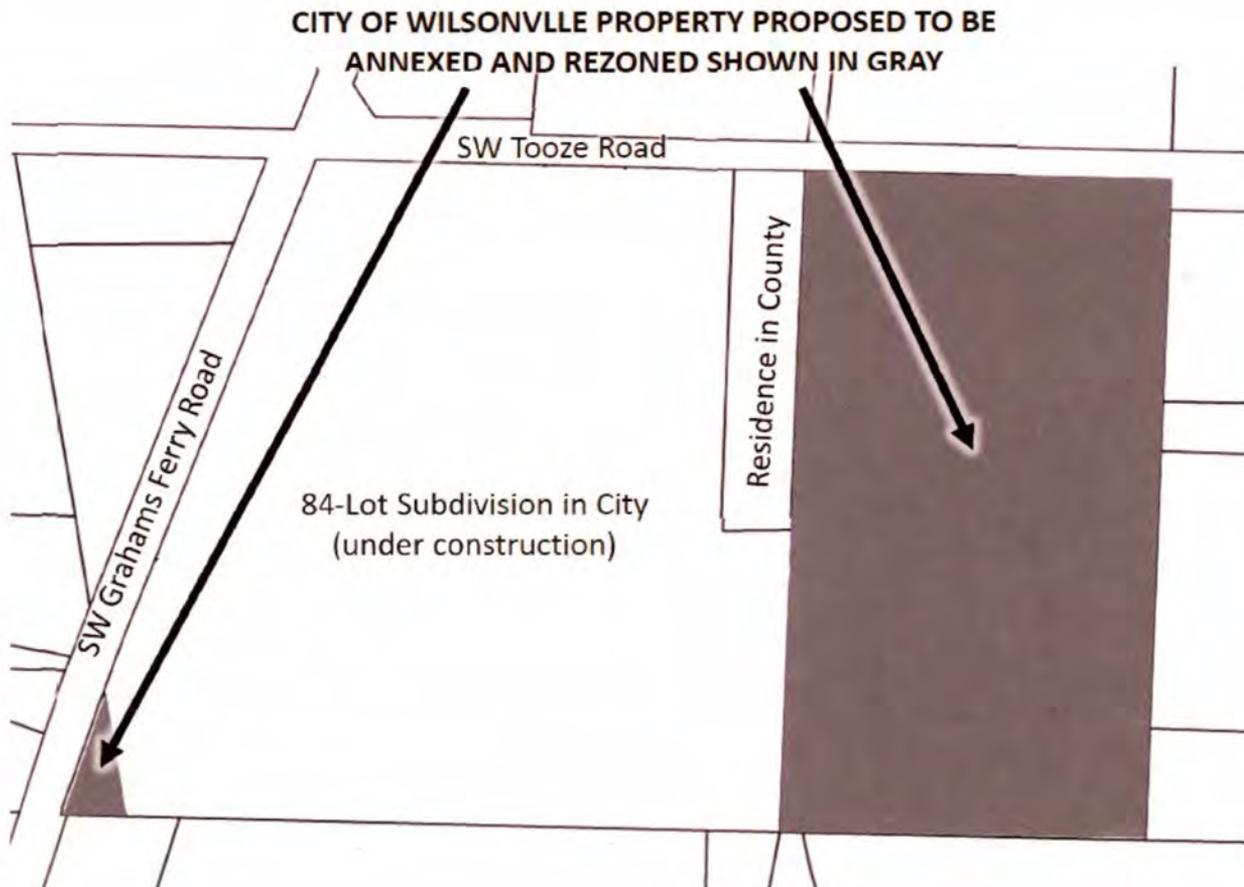
**STAFF RECOMMENDATIONS:** Recommend approval of the requested Annexation and Zone Map Amendment to City Council.

**APPLICABLE REVIEW CRITERIA**

<b>DEVELOPMENT CODE</b>	
Section 4.008	Application Procedures-In General
Section 4.009	Who May Initiate Application
Section 4.010	How to Apply
Section 4.011	How Applications are Processed
Section 4.014	Burden of Proof
Section 4.031	Authority of the Development Review Board
Section 4.033	Authority of City Council
Section 4.197	Zone Changes and Amendments to Development Code-

	<b>Procedures</b>
<b>Section 4.700</b>	<b>Annexation</b>
<b><u>OTHER CITY PLANNING DOCUMENTS</u></b>	
<b>Comprehensive Plan</b>	
<b>Villebois Village Master Plan</b>	
<b>SAP North Approval Documents</b>	
<b><u>REGIONAL AND STATE PLANNING DOCUMENTS</u></b>	
<b>Metro Code Chapter 3.09</b>	<b>Local Government Boundary Changes</b>
<b>Metro Function Plan Titles 1,2,3,6 and 7</b>	
<b>ORS 222.111</b>	<b>Authority and Procedures for Annexation</b>
<b>ORS 222.120</b>	<b>Procedure without Election by City Electors</b>
<b>ORS 222.125</b>	<b>Annexation by Consent of All Land Owners and Majority of Electors</b>
<b>ORS 22.170</b>	<b>Effect of Consent to Annexation by Territory</b>
<b>Statewide Planning Goals</b>	

**Vicinity Map**



## **BACKGROUND/SUMMARY:**

### **Annexation (DB14-0064)**

Of the land covered by the Villebois Village Master Plan only the properties just south of Tooze Road between Grahams Ferry Road and 110<sup>th</sup> Avenue remain outside the City. The City's Comprehensive Plan already designates these properties as "Residential-Village" in anticipation of annexation. Earlier in 2014 Polygon Homes petitioned for annexation of properties near the corner of Tooze Road and Grahams Ferry Road concurrent with a request to develop the property. The City wishes to now annex City owned property adjacent to the property annexed earlier this year.

### **Zone Map Amendment (DB14-0065)**

The City requests to change the current Clackamas County zoning designation of Rural Residential Farm Forest 5 (RRFF5) to the City of Wilsonville zoning designation of Village (V) zone to make the newly annexed land's zoning designation consistent with the comprehensive plan.

### **Discussion Points**

#### ***Future Use of the Properties and Why the City is Pursuing Annexation at this time***

#### **Triangular Piece of Property along SW Grahams Ferry Road**

The why for the annexation and zone map amendment for this property is to make this small parcel consistent with actions previously taken on adjacent property. The property is an approximate 6315 square foot triangular piece the along SW Grahams Ferry Road. The developer of the adjacent Calais at Villebois subdivision, Polygon Northwest, desired to purchase and annex and rezone this property along with Calais at Villebois. However, they were unable to obtain ownership due to some questions surrounding the ownership and proceeded with the annexation, zone map amendment, and development entitlements for the remainder of the project. The ownership was later clarified and the City purchased the property as part of plans to widen Grahams Ferry Road in accordance with a development agreement between the City and Polygon Northwest. The part of the property not used for right-of-way is expected to be used for a fence and open space consistent with Calais at Villebois.

#### **Tooze Road Properties**

The why for the annexation and rezoning of these properties is to begin laying the foundation for future development applications. The majority of the properties will likely be sold at some future time for private development. Prior to the main portion of the property developing the City anticipates the development of a portion of the public Villebois Regional Park 5 on the southern portion of the property within the next couple years. The present annexation will allow park land use entitlement to proceed more smoothly without working through Clackamas County jurisdiction and zoning. The City also anticipates having the annexation and zoning complete will make the property more marketable when, as anticipated, the majority of the property is sold for development.

**CONCLUSION:**

Staff has reviewed the petition and facts regarding the request and recommends the DRB recommend approval of the annexation and zone map amendment to City Council (DB14-0064 and DB14-0065).

**REQUEST A: DB14-0064 ANNEXATION**

This action recommends Annexation to the City Council for the subject properties. The Zone Map Amendment (DB14-0065) is contingent on annexation.

**REQUEST B: DB14-0065 ZONE MAP AMENDMENT**

This action recommends adoption of the Zone Map Amendment to the City Council for the subject properties. Adoption of the Zone Map Amendment is contingent of the properties being annexed to the City (DB14-0064).

**MASTER EXHIBIT LIST:**

The following exhibits are hereby entered into the public record by the Development Review Board as confirmation of its consideration of the application as submitted. This is the exhibit list that includes exhibits for Planning Case Files DB14-0064 and DB14-0065.

- A1. Staff report and findings (this document)
- A2. Slides and notes for Staff's Public Hearing Presentation (*available at Public Hearing*)
- B1. Signed Application Form
- B2. Petition for Annexation, Including Map Exhibit

**FINDINGS OF FACT:**

1. The statutory 120-day time limit applies to this application. The application was received on October 15, 2014. On October 15, 2014, staff conducted a completeness review within the statutorily allowed 30-day review period, and determined the application to be complete. The City must render a final decision for the request, including any appeals, by February 12, 2015.
2. Surrounding land uses are as follows:

Tooze Road Properties

Compass Direction	Zone:	Existing Use:
North:	Clackamas County RRFF5	Tooze Road/ Rural Residential
East:	Clackamas County RRFF5	Vacant
South:	V	Vacant (Future Park)
West:	Clackamas County RRFF5/V	Single-family Residential (existing and under development)

Grahams Ferry Road Property

Compass Direction	Zone:	Existing Use:
Northeast	V	Single-family Residential (under development)
South:	V	Vacant (Future Open Space)
West:	Clackamas County RRFF5	Grahams Ferry Road/Rural Residential

3. Prior land use actions include:

Legislative:

- 02PC06 - Villebois Village Concept Plan
- 02PC07A - Villebois Comprehensive Plan Text
- 02PC07C - Villebois Comprehensive Plan Map
- 02PC07B - Villebois Village Master Plan
- 02PC08 - Village Zone Text
- 04PC02 – Adopted Villebois Village Master Plan
- LP-2005-02-00006 – Revised Villebois Village Master Plan
- LP-2005-12-00012 – Revised Villebois Village Master Plan (Parks and Recreation)
- LP10-0001 – Amendment to Villebois Village Master Plan (School Relocation from SAP North to SAP East)
- LP13-0005 – Amendment to Villebois Village Master Plan (Future Study Area)

Quasi Judicial:

- DB07-0054 et seq – SAP-North
- DB07-0087 et seq – PDP-1N, Arbor at Villebois
- DB11-0024 et seq – PDP-1N Modification, SAP North Amendment Polygon NW
- DB12-0066 et seq – PDP-1N Modification, SAP North Amendment Polygon NW
- DB13-0020 et seq – PDP-2N, SAP North Amendment Polygon NW
- DB14-0009 et seq – PDP-3N, Annexation, Zone Map Amendment, SAP North Amendment Polygon NW

4. The applicant has complied with Sections 4.013-4.031 of the Wilsonville Code, said sections pertaining to review procedures and submittal requirements. The required public notices have been sent and all proper notification procedures have been satisfied.

**CONCLUSIONARY FINDINGS:**

NOTE: Pursuant to Section 4.014 the burden of proving that the necessary findings of fact can be made for approval of any land use or development application rests with the applicant in the case.

**GENERAL INFORMATION**

***Section 4.008 Application Procedures-In General***

**Review Criteria:** This section lists general application procedures applicable to a number of types of land use applications and also lists unique features of Wilsonville’s development review process.

**Finding:** These criteria are met.

**Explanation of Finding:** The application is being processed in accordance with the applicable general procedures of this Section.

***Section 4.009 Who May Initiate Application***

**Review Criterion:** “Except for a Specific Area Plan (SAP), applications involving specific sites may be filed only by the owner of the subject property, by a unit of government that is in the process of acquiring the property, or by an agent who has been authorized by the owner, in writing, to apply.”

**Finding:** This criterion is satisfied.

**Explanation of Finding:** The applications have been submitted on behalf of the sole property owner, City of Wilsonville.

***Subsection 4.011 (.02) B. Lien Payment before Application Approval***

**Review Criterion:** “City Council Resolution No. 796 precludes the approval of any development application without the prior payment of all applicable City liens for the subject property. Applicants shall be encouraged to contact the City Finance Department to verify that there are no outstanding liens. If the Planning Director is advised of outstanding liens while an application is under consideration, the Director shall advise the applicant that payments must be made current or the existence of liens will necessitate denial of the application.”

**Finding:** This criterion is satisfied.

**Explanation of Finding:** No applicable liens exist for the subject property.

**REQUEST A: ANNEXATION**

**Comprehensive Plan**

***Annexation and Boundary Changes***

***Implementation Measure 2.2.1.a.***

- A1. **Review Criteria:** “Allow annexation when it is consistent with future planned public services and when a need is clearly demonstrated for immediate urban growth.”

**Finding:** These criteria are satisfied.

**Explanation of Finding:** The required consistency is fulfilled by being consistent with the Villebois Village Master Plan. The Villebois Village Master Plan was created and approved to address the jobs-housing imbalance and population growth within the City of Wilsonville. Therefore, as a portion of Villebois Village, the subject site addresses a demonstrated need for urban growth.

The Villebois Parks & Open Space Plan ensures adequate parks and open space opportunities, which include a range of experiences for residents and visitors. Chapter 4 of the Villebois Village Master Plan evaluates compliance of the planned sanitary sewer, storm drainage, and water systems with the City’s Wastewater Collections System Master Plan, Stormwater Master Plan, and Water System Master Plan. Chapter 5 of the Master Plan analyzes compliance of the Villebois circulation system with the City’s Transportation Systems Plan. The Master Plan includes implementation measures to ensure compliance with the City’s public facility master plans and Transportation Systems Plan.

***Implementation Measure 2.2.1.e.***

- A2. **Review Criteria:** “Changes in the City boundary will require adherence to the annexation procedures prescribed by State law and Metro standards. Amendments to the City limits shall be based on consideration of:” Listed 1 through 5.

**Finding:** These criteria are satisfied.

**Explanation of Finding:** The requirements are fulfilled by being consistent with the Villebois Village Master Plan, as further explained below in this finding, or by compliance with state and regional policies as found in other findings supporting this request.

*Orderly, Economic Provision of Public Facilities and Services:* The Villebois Village Master Plan set forth implementation measures to ensure the orderly and economic provision of public facilities and services for this area. Adjacent development in Villebois is bringing needed and adequately sized public facilities adjacent to or onto the subject properties.

*Availability of sufficient land for marketplace choice:* The availability of sufficient land was demonstrated by the adoption of the Villebois Village Master Plan, which plans for the development of the 480-acre Villebois Village area. At the time of Master Plan approval, Villebois Village was found to have a wide range of residential choices.

*Encouraging Development within City Limits prior to UGB:* No development is proposed with this request, but the request does enable development initially associated with

adjacent development and subsequently development of the next logical area for build out of the Villebois Village Master Plan area. The action does not change the City's plan for orderly build out of the Villebois Village Master Plan area.

### ***Compact Urban Development Implementation Measures***

#### ***Implementation Measure 4.1.6.a. and c.***

- A3. **Review Criteria:** "Development in the "Residential-Village" Map area shall be directed by the Villebois Village Concept Plan (depicting the general character of proposed land uses, transportation, natural resources, public facilities, and infrastructure strategies), and subject to relevant Policies and Implementation Measures in the Comprehensive Plan; and implemented in accordance with the Villebois Village Master Plan, the "Village" Zone District, and any other provisions of the Wilsonville Planning and Land Development Ordinance that may be applicable."

"The "Village" Zone District shall be applied in all areas that carry the Residential – Village Plan Map Designation."

**Finding:** These criteria are satisfied.

**Explanation of Finding:** The subject site is included in the "Residential-Village" Comprehensive Plan Map Designation (Area B). This Implementation Measure establishes precedence for the "Village" Zone to be applied to the subject property area. An application for a Zone Map Amendment to apply the V Zone to the properties has been included. The site must be brought into City limits before the V zone can be applied.

### ***Development Code***

#### ***Subsections 4.030 (.01) A, 11, 4.031 (.01) K, and 4.033 (.01) F. Authority to Review Annexation***

- A4. **Review Criteria:** These subsections prescribe the authority of the Planning Director to determine whether an annexation request is legislative or quasi-judicial, the DRB does the initial review of quasi-judicial annexation, and the City Council takes final local action of quasi-judicial annexation.

**Finding:** These criteria are satisfied.

**Explanation of Finding:** The subject annexation request has been determined to be quasi-judicial and is being reviewed by the DRB and City Council consistent with these subsections.

### ***Section 4.700 Annexation***

- A5. **Review Criteria:** This section defines the criteria and process for annexation review within the City.

**Finding:** These criteria are satisfied.

**Explanation of Finding:** All the necessary materials defined by this section have been submitted for City review. The annexation is being considered quasi-judicial. Staff recommends the City Council, upon the DRB's recommendation, declare the subject property annexed.

Metro Code

**Chapter 3.09 Local Government Boundary Changes**

- A6. **Review Criteria:** This chapter establishes hearing, notice, and decision requirements as well as review criteria for local government boundary changes in the Metro region.  
**Finding:** These criteria are satisfied.  
**Explanation of Finding:** The request is within the UGB, meets the definition of a minor boundary change as an annexation to a city, satisfies the requirements for boundary change petitions as the property owner, there are no electors, has submitted a petition with the required information, is consistent with the Comprehensive Plan, Villebois Village Concept Plan, and Villebois Village Master Plan.

Oregon Revised Statutes

**ORS 222.111 Authority and Procedure for Annexation**

- A7. **Review Criteria:** ORS 222.111 establishes the authority and procedures for annexation by City's within the state of Oregon.  
**Finding:** These criteria are satisfied.  
**Explanation of Finding:** The applicable requirements in state statute are met including the facts that subject property is within the UGB, is contiguous to the City, the request has been initiated by the property owner of the land being annexed, and there are no electors in the area to be annexed.

**ORS 222.120 Procedure Without Election by City Electors**

- A8. **Review Criteria:** ORS 222.111 establishes the authority and procedures for annexation by City's within the state of Oregon.  
**Finding:** These criteria are satisfied.  
**Explanation of Finding:** There is no City charter requirement for election for annexation, a public hearing process is being followed as defined in the Development Code, and the applicable requirements in state statute are met including the facts that the single owner of the subject properties is the petitioner and thus have consented in writing to annexation. There are no electors or residential dwellings within the territory to be annexed.

**ORS 222.125 Annexation by Consent of All Owners of Land and Majority of Electors**

- A9. **Review Criteria:** "The legislative body of a city need not call or hold an election in the city or in any contiguous territory proposed to be annexed or hold the hearing otherwise required under ORS 222.120 (Procedure without election by city electors) when all of the owners of land in that territory and not less than 50 percent of the electors, if any, residing in the territory consent in writing to the annexation of the land in the territory and file a statement of their consent with the legislative body. Upon receiving written consent to annexation by owners and electors under this section, the legislative body of the city, by resolution or ordinance, may set the final boundaries of the area to be annexed by a legal description and proclaim the annexation."  
**Finding:** These criteria are satisfied.

**Explanation of Finding:** The territory to be annexed is all owned by the City of Wilsonville, and the City, as the owner, has petitioned and consented to annexation in writing. There are no electors or residential dwellings within the territory to be annexed. However, a public hearing process is being followed as prescribed in the City's Development Code concurrent with a Zone Map Amendment request.

**Oregon Statewide Planning Goals**

**Goals 1, 2, 5, 6, 8, 9, 10, 11, 12, 13**

A10. **Review Criteria:** The goals include: citizen involvement, land use planning, natural resources and open spaces, air water and land resource quality, recreational needs, economic development, housing, public facilities and services, transportation, and energy conservation.

**Finding:** These criteria are satisfied.

**Explanation of Finding:** The area requested to be annexed will be developed consistent with the City's Comprehensive Plan and the Villebois Village Master Plan, both which have been found to meet the statewide planning goals.

**REQUEST B: ZONE MAP AMENDMENT**

**Comprehensive Plan**

**Compact Urban Development-Implementation Measures**

**Implementation Measure 4.1.6.a**

B1. **Review Criteria:** "Development in the "Residential-Village" Map area shall be directed by the Villebois Village Concept Plan (depicting the general character of proposed land uses, transportation, natural resources, public facilities, and infrastructure strategies), and subject to relevant Policies and Implementation Measures in the Comprehensive Plan; and implemented in accordance with the Villebois Village Master Plan, the "Village" Zone District, and any other provisions of the Wilsonville Planning and Land Development Ordinance that may be applicable."

**Finding:** These criteria are satisfied.

**Explanation of Finding:** Development in this area will be guided by all the listed plans and codes.

**Implementation Measure 4.1.6.b.**

B2. **Review Criteria:** This implementation measure identifies the elements the Villebois Village Master Plan must contain.

**Finding:** These criteria are not applicable

**Explanation of Finding:** The subject area is part of the Villebois Village Master Plan and the plan contains all the elements listed in this implementation measure

**Implementation Measure 4.1.6.c.**

B3. **Review Criterion:** "The "Village" Zone District shall be applied in all areas that carry the Residential-Village Plan Map Designation."

**Finding:** This criterion is satisfied.

**Explanation of Finding:** The Village Zone zoning district is being applied to an area designated as Residential-Village in the Comprehensive Plan.

**Implementation Measure 4.1.6.d.**

B4. **Review Criterion:** “The “Village” Zone District shall allow a wide range of uses that benefit and support an “urban village,” including conversion of existing structures in the core area to provide flexibility for changing needs of service, institutional, governmental and employment uses.”

**Finding:** This criterion is satisfied.

**Explanation of Finding:** The proposed designation of the subject property as “Village” will allow development of uses supportive of an urban village consistent with the Villebois Village Master Plan.

**Planning and Land Development Ordinance**

**Section 4.029 Zoning to be Consistent with Comprehensive Plan**

B5. **Review Criterion:** “If a development, other than a short-term temporary use, is proposed on a parcel or lot which is not zoned in accordance with the Comprehensive Plan, the applicant must receive approval of a zone change prior to, or concurrently with the approval of an application for a Planned Development.”

**Finding:** This criterion is satisfied.

**Explanation of Finding:** The applicant is applying for a zone change prior to application for planned development applications, or the Villebois Equivalent, which will make the zoning consistent with the Comprehensive Plan when future development is proposed.

**Subsection 4.110 (.01) Base Zones**

B6. **Review Criterion:** This subsection identifies the base zones established for the City, including the Village Zone.

**Finding:** This criterion is satisfied.

**Explanation of Finding:** The requested zoning designation of Village “V” is among the base zones identified in this subsection.

**Subsection 4.125 (.01) Village Zone Purpose**

B7. **Review Criteria:** “The Village (V) zone is applied to lands within the Residential Village Comprehensive Plan Map designation. The Village zone is the principal implementing tool for the Residential Village Comprehensive Plan designation. It is applied in accordance with the Villebois Village Master Plan and the Residential Village Comprehensive Plan Map designation as described in the Comprehensive Plan.”

**Finding:** These criteria are satisfied.

**Explanation of Finding:** The subject lands are designated Residential-Village on the Comprehensive Plan map and are within the Villebois Village Master Plan area and the zoning designation thus being applied is the Village “V”.

***Subsection 4.125 (.18) B. 2. Zone Change Concurrent with PDP Approval***

B8. **Review Criterion:** "... Application for a zone change shall be made concurrently with an application for PDP approval..."

**Finding:** This criterion is satisfied.

**Explanation of Finding:** Staff understands this language to mean a PDP approval cannot be brought forward without the appropriate zoning in place but does not preclude a zone change consistent with the comprehensive plan prior to PDP approval, such as during SAP approval or earlier. This understanding is informed by the language in Section 4.029, see Finding B5 above, which states zoning must occur prior to a planned development. As the PDP is equivalent to a Stage II Final Plan in the Village Zone the same rationale would apply as for a Stage II Final Plan elsewhere in the City where the zoning at minimum must occur concurrently with the Stage II approval, but may occur prior.

***Subsection 4.197 (.02) Zone Change Review***

***Subsection 4.197 (.02) A. Zone Change Procedures***

B9. **Review Criteria:** "That the application before the Commission or Board was submitted in accordance with the procedures set forth in Section 4.008, Section 4.125(.18)(B)(2), or, in the case of a Planned Development, Section 4.140;"

**Finding:** These criteria are satisfied.

**Explanation of Finding:** The request for a zone map amendment has been submitted as set forth in the applicable code sections.

***Subsection 4.197 (.02) B. Zone Change: Conformance with Comprehensive Plan Map, etc.***

B10. **Review Criteria:** "That the proposed amendment is consistent with the Comprehensive Plan map designation and substantially complies with the applicable goals, policies and objectives, set forth in the Comprehensive Plan text;"

**Finding:** These criteria are satisfied.

**Explanation of Finding:** The proposed zone map amendment is consistent with the Comprehensive Map designation of Residential-Village and as shown in Findings B1 through B4 comply with applicable Comprehensive Plan text.

***Subsection 4.197 (.02) C. Zone Change: Specific Findings Regarding Residential Designated Lands***

B11. **Review Criteria:** "In the event that the subject property, or any portion thereof, is designated as "Residential" on the City's Comprehensive Plan Map; specific findings shall be made addressing substantial compliance with Implementation Measure 4.1.4.b, d, e, q, and x of Wilsonville's Comprehensive Plan text;"

**Finding:** These criteria are satisfied.

**Explanation of Finding:** Implementation Measure 4.1.6.c. states the "Village" Zone District shall be applied in all areas that carry the Residential-Village Plan Map Designation. Since the Village Zone must be applied to areas designated "Residential Village" on the Comprehensive Plan Map and is the only zone that may be applied to these areas, its application is consistent with the Comprehensive Plan.

***Subsection 4.197 (.02) D. Zone Change: Public Facility Concurrency***

- B12. **Review Criteria:** “That the existing primary public facilities, i.e., roads and sidewalks, water, sewer and storm sewer are available and are of adequate size to serve the proposed development; or, that adequate facilities can be provided in conjunction with project development. The Planning Commission and Development Review Board shall utilize any and all means to insure that all primary facilities are available and are adequately sized.”

**Finding:** These criteria are satisfied.

**Explanation of Finding:** No public facilities are required to serve the triangular piece of property along Grahams Ferry Road besides water for landscape irrigation which is readily available. For the Tooze Road properties the final design of public facilities will occur with a future PDP or PDPs, however the properties are part of the Villebois Village Master Plan where utilities have been planned to be adequate to serve the entire Master Plan area. Development requirements tied to future applications for PDP’s and other development approvals will further insure all necessary public facilities are provided.

***Subsection 4.197 (.02) E. Zone Change: Impact on SROZ Areas***

- B13. **Review Criteria:** “That the proposed development does not have a significant adverse effect upon Significant Resource Overlay Zone areas, an identified natural hazard, or an identified geologic hazard. When Significant Resource Overlay Zone areas or natural hazard, and/ or geologic hazard are located on or about the proposed development, the Planning Commission or Development Review Board shall use appropriate measures to mitigate and significantly reduce conflicts between the development and identified hazard or Significant Resource Overlay Zone;”

**Finding:** These criteria are satisfied.

**Explanation of Finding:** No SROZ area is mapped on the subject properties.

***Subsection 4.197 (.02) F. Zone Change: Development within 2 Years***

- B14. **Review Criterion:** “That the applicant is committed to a development schedule demonstrating that the development of the property is reasonably expected to commence within two (2) years of the initial approval of the zone change.”

**Finding:** This criterion is satisfied.

**Explanation of Finding:** Development on the subject properties will happen in a number of stages reasonably expected to commence on all included parcels within two (2) years. The limited improvements, including fencing and landscaping on Tax Lot 1503 (formerly 1591), is expected to occur together with the development of adjacent Tonquin Woods No. 7 and Calais subdivisions which are approved and under construction. Development on Tax Lot 1101 has already commenced to build public street improvements and associated landscaping. Part of Tax Lot 1100 is planned for a portion of Regional Park 5. The City is working with partners and adjacent property owners to plan the Regional Park and expect the park to be constructed within 2 years. The development of the remainder of Tax Lots 1100 and 1101 depends on market conditions and could very well commence within two years.

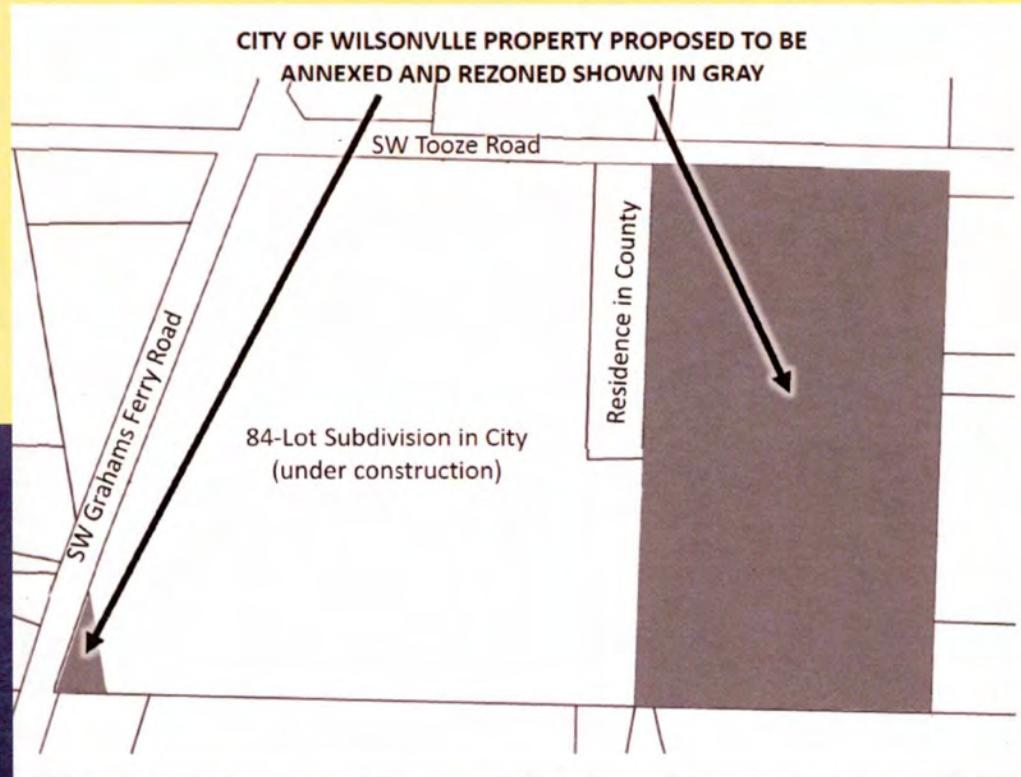
*Subsection 4.197 (.02) G. Zone Change: Development Standards and Conditions of Approval*

B15. **Review Criteria:** “That the proposed development and use(s) can be developed in compliance with the applicable development standards or appropriate conditions are attached to insure that the project development substantially conforms to the applicable development standards.”

**Finding:** These criteria are satisfied.

**Explanation of Finding:** Nothing about the zone change would prevent development on the subject properties from complying with applicable development standards.

# North Villebois City Properties Annexation and Zone Map Amendment



**DRB Panel A Public Hearing**

**November 10, 2014**

**Presented by: Daniel Pauly AICP, Associate Planner**



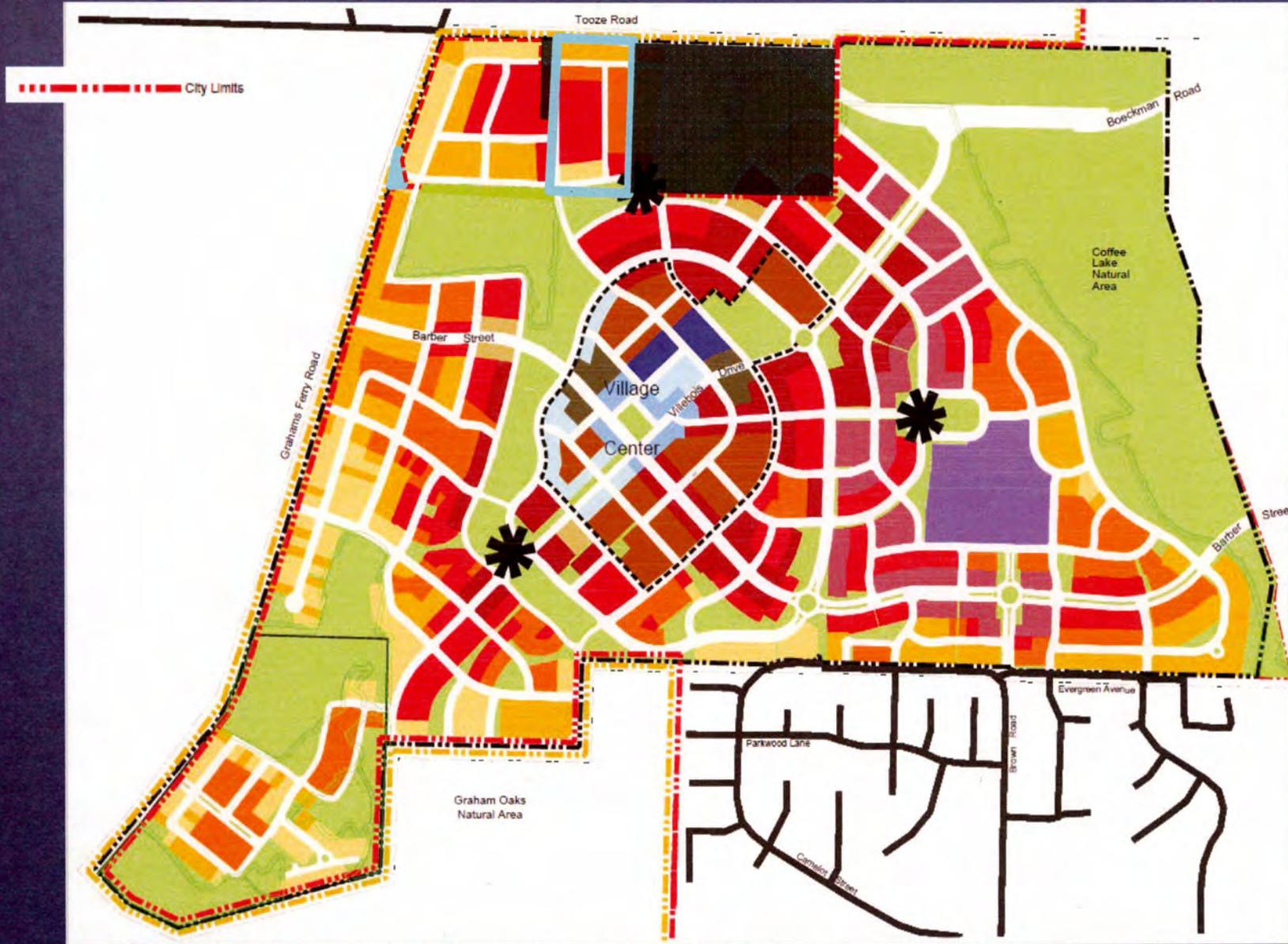
City of Wilsonville

Exhibit A2

DB14-0064

& DB14-0065

# Annexation



# Annexation

## Petition for Annexation to the City of Wilsonville

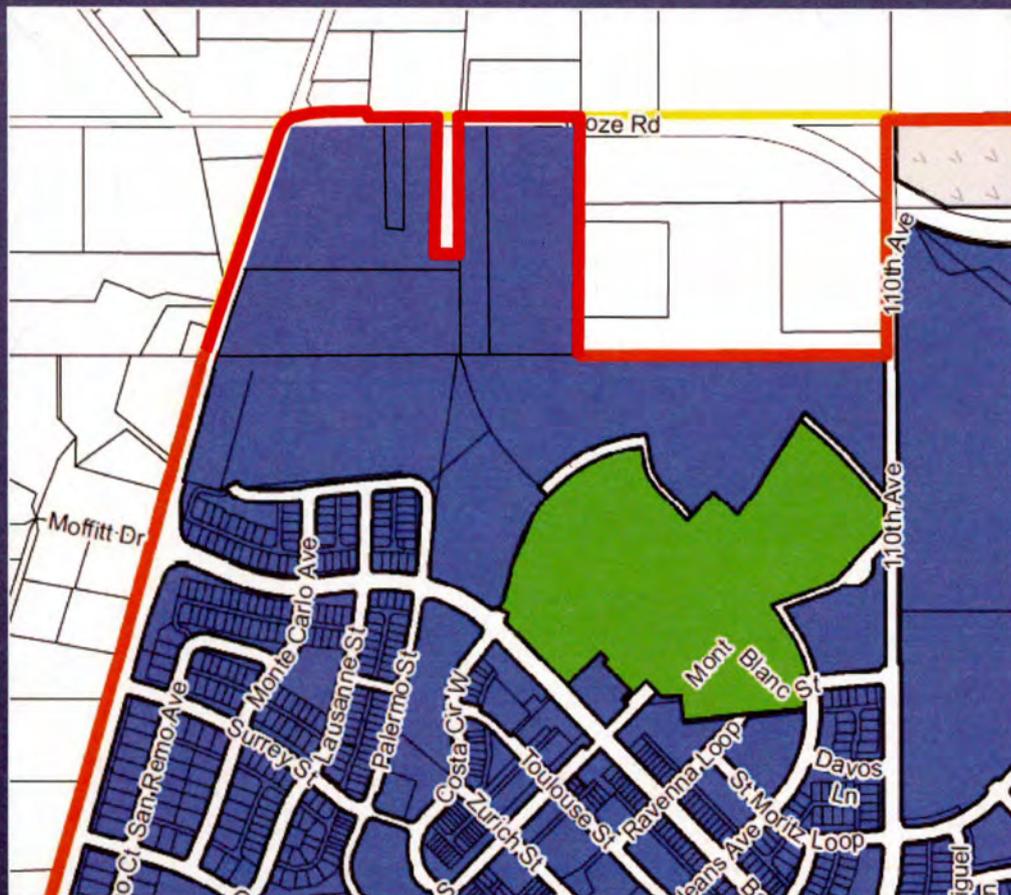
The City of Wilsonville, as sole owner of certain real property legally described and shown in Attached Exhibit A on which no persons or electors reside, does hereby petition said property be annexed into the boundaries of the City of Wilsonville.

Signed on behalf of the City of Wilsonville, petitioner,

  
\_\_\_\_\_  
Bryan Cosgrove, City Manager

Date 10/16/14

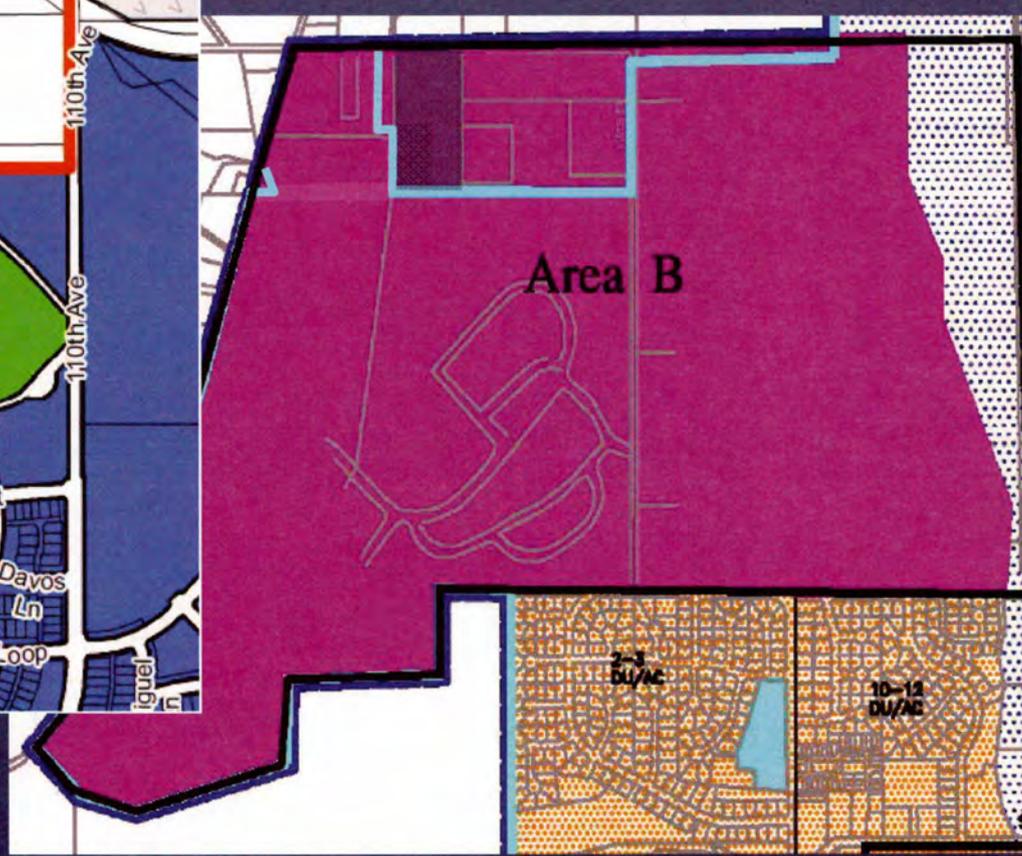
# Zone Map Amendment



## Proposed Zoning

 Village (V)

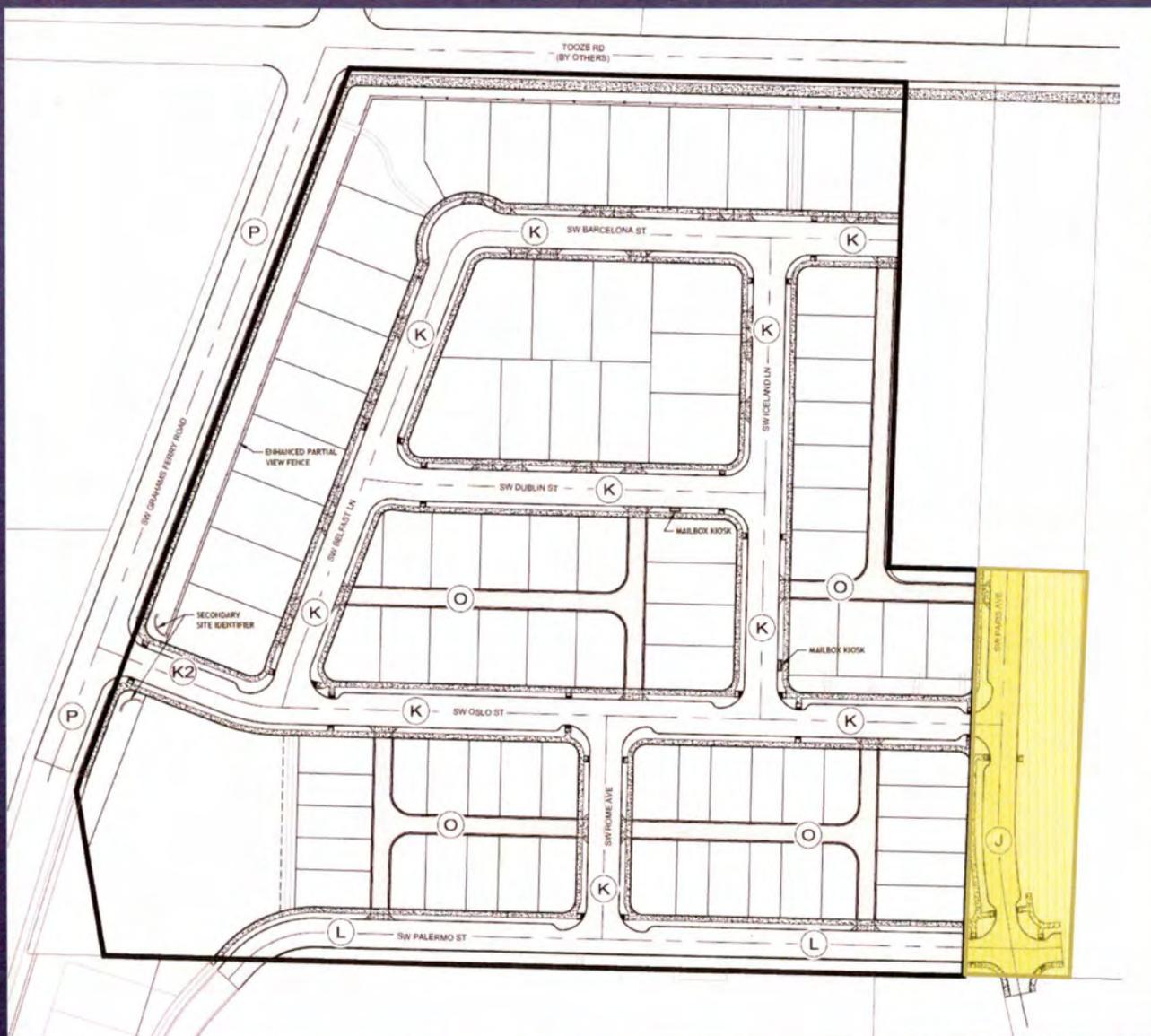
**LEGEND**  
 RESIDENTIAL - VILLAGE



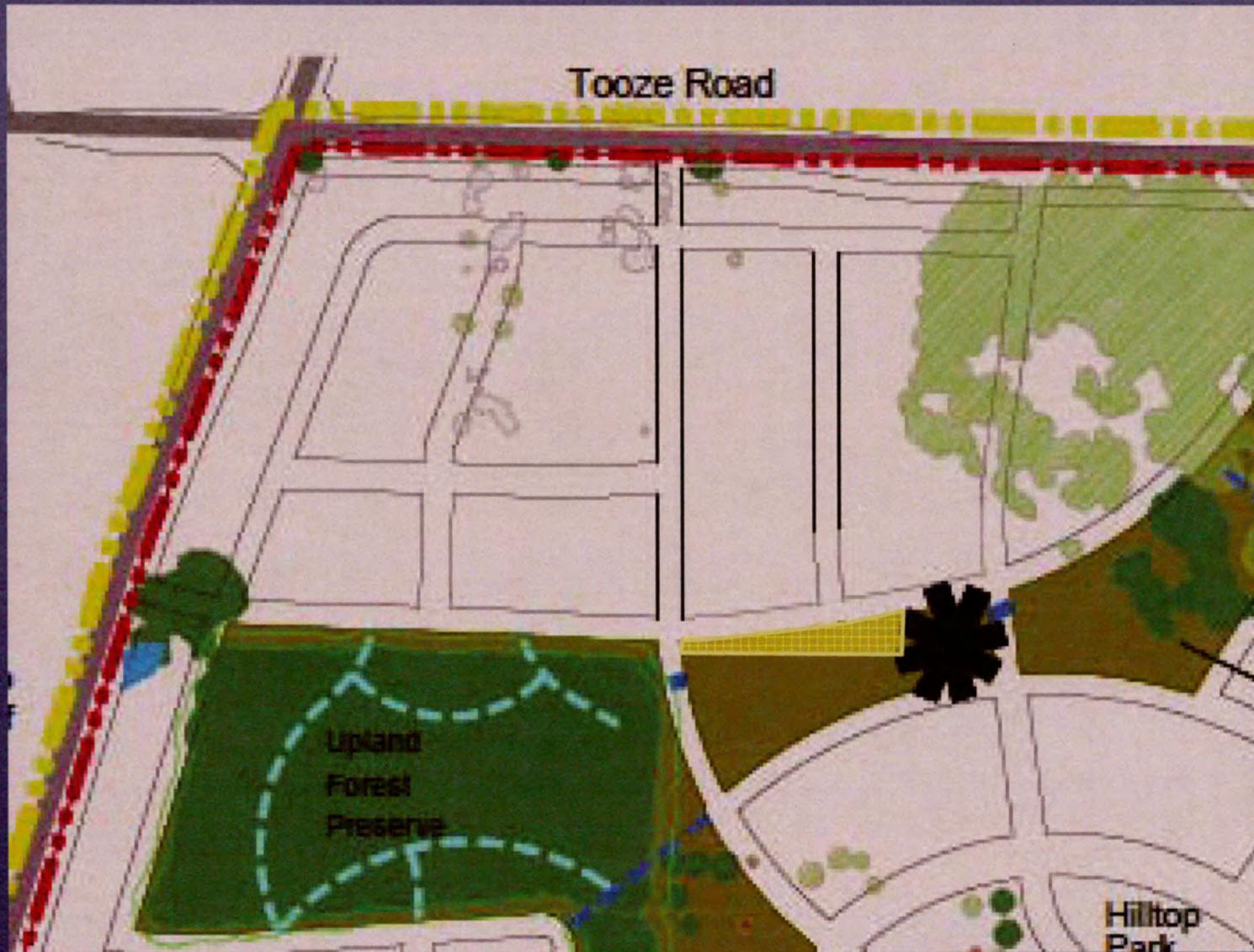
## Comprehensive Plan



# Zone Map Amendment



## Zone Map Amendment



**Questions?**

# CITY OF WILSONVILLE

29799 SW Town Center Loop East  
Wilsonville, OR 97070  
Phone: 503.682.4960  
Fax: 503.682.7025

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

Pre-Application meeting date: \_\_\_\_\_

## Planning Division Development Permit Application

*Final action on development application or zone change is required within 120 days in accordance with provisions of ORS 227.175*

*A pre application conference is normally required prior to submittal of an application. Please visit the City's website for submittal requirements*

*Incomplete applications will not be scheduled for public hearing until all of the required materials are submitted.*

### TO BE COMPLETED BY APPLICANT:

Please PRINT legibly

#### Applicant:

City of Wilsonville

Address: 29799 SW Town Center Loop E.

Phone: 503-682-1011

Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

#### Authorized Representative:

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

#### Property Owner:

City of Wilsonville

Address: 29799 SW Town Center Loop E.

Phone: 503-682-1011

Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

#### Property Owner's Signature:

Printed Name: Bryan Cosgrove

Date: 10/16/14

#### Applicant's Signature (if different from Property Owner):

*[Signature]*

Printed Name: Bryan Cosgrove

Date: 10/15/14

#### Site Location and Description:

Project Address if Available: 11650 SW Tooze Road (TL 1100 and 1101) Suite/Unit \_\_\_\_\_

Project Location: south side of SW Tooze Road west of Grahams Ferry, west side of SW Grahams Ferry south of Tooze

Tax Map #(s): 15 Tax Lot #(s): 1100, 1101, 1591 County:  Washington  Clackamas

Request: Annexation and Zone Map Amendment to "Village" for City owned property in the northwestern portion of Villebois.

#### Project Type: Class I Class II Class III

Residential

Commercial

Industrial

Other (describe below)

#### Application Type:

Annexation

Appeal

Comp Plan Map Amend

Conditional Use

Final Plat

Major Partition

Minor Partition

Parks Plan Review

Plan Amendment

Planned Development

Preliminary Plat

Request to Modify Conditions

Request for Special Meeting

Request for Time Extension

Signs

Site Design Review

SROZ/SRIR Review

Staff Interpretation

Stage I Master Plan

Stage II Final Plan

Type C Tree Removal Plan

Tree Removal Permit (B or C)

Temporary Use

Variance

Villebois SAP

Villebois PDP

Villebois PDP

Waiver

Zone Map Amendment

Other



City of Wilsonville

EXHIBIT B1 DB14-0064 et seq

**Petition for Annexation to the City of Wilsonville**

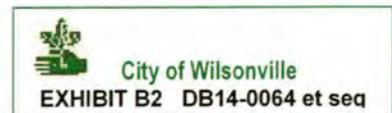
The City of Wilsonville, as sole owner of certain real property legally described and shown in Attached Exhibit A on which no persons or electors reside, does hereby petition said property be annexed into the boundaries of the City of Wilsonville.

Signed on behalf of the City of Wilsonville, petitioner,



\_\_\_\_\_  
Bryan Cosgrove, City Manager

Date 10/16/14





\\s\proj\103-005\09 Drawings\06 Survey\Legal\00005 Amnendation Legal.dwg - SHEET PARCEL 1 Oct 10 14 12:51 PM bbae

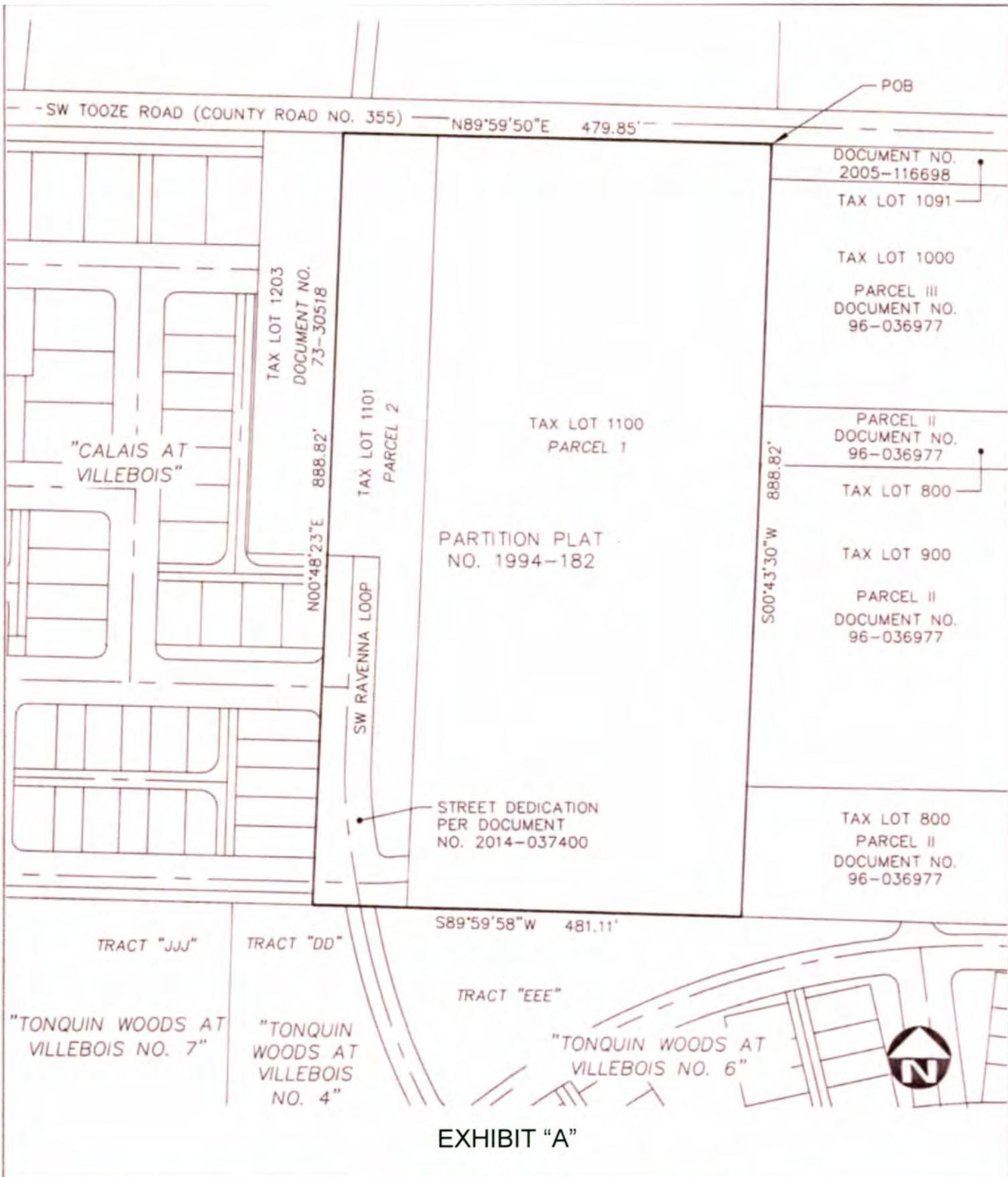


EXHIBIT "A"

DRAWN BY: BAA DATE: 10/10/2014  
 REVIEWED BY: TCJ DATE: 10/10/2014  
 PROJECT NO.: 103-005  
 SCALE: 1"=150'



12564 SW Main St  
 Tigard, OR 97223  
 [T] 503-941-9484  
 [F] 503-941-9485



EXHIBIT "A"

October 14, 2014

LEGAL DESCRIPTION

Job No. 103-005

A parcel of land owned by the City of Wilsonville per Document No. 2014-037149, Clackamas County Deed Records, being in the Northwest Quarter of Section 15, Township 3 South, Range 1 West, Willamette Meridian, Clackamas County, Oregon, more particularly described as follows:

BEGINNING at the Southwest corner of Tract "L", plat of "Calais at Villebois";

thence along the northerly line of Tract "III", plat of "Tonquin Woods at Villebois No. 7" and its extension, North 88° 34'09" West, a distance of 77.14 feet to an angle point on the easterly Right-of-Way line of SW Grahams Ferry Road (County Road No. 13);

thence along said easterly Right-of-Way line, North 17° 14'42" East, a distance of 170.17 feet to an angle point on the westerly plat line of "Calais at Villebois";

thence along said westerly plat line, South 09° 12'39" East, a distance of 166.59 feet to the POINT OF BEGINNING.

Containing 6,315 square feet, more or less.

Basis of bearings being plat of "Calais at Villebois", Clackamas County Plat Records.

Draft will be finalized after upcoming recording of Tonquin Woods at Villebois No. 7 plat

10/14/14  
FOR REVIEW ONLY

REGISTERED  
PROFESSIONAL  
LAND SURVEYOR

DRAFT

OREGON  
JULY 9, 2002  
TRAVIS C. JANSEN  
57751

RENEWS: 6/30/2015

Property Vested In:  
City of Wilsonville  
Section: 3S1W15  
Tax Lot: 1503

N:\proj\103-005\OP Drawings\06 Survey\Legals\103005-Annexation Legal, PUE, and ROW.dwg - SHEET: TAX LOT 1503 Oct. 14. 14 - 8:41 AM Boko

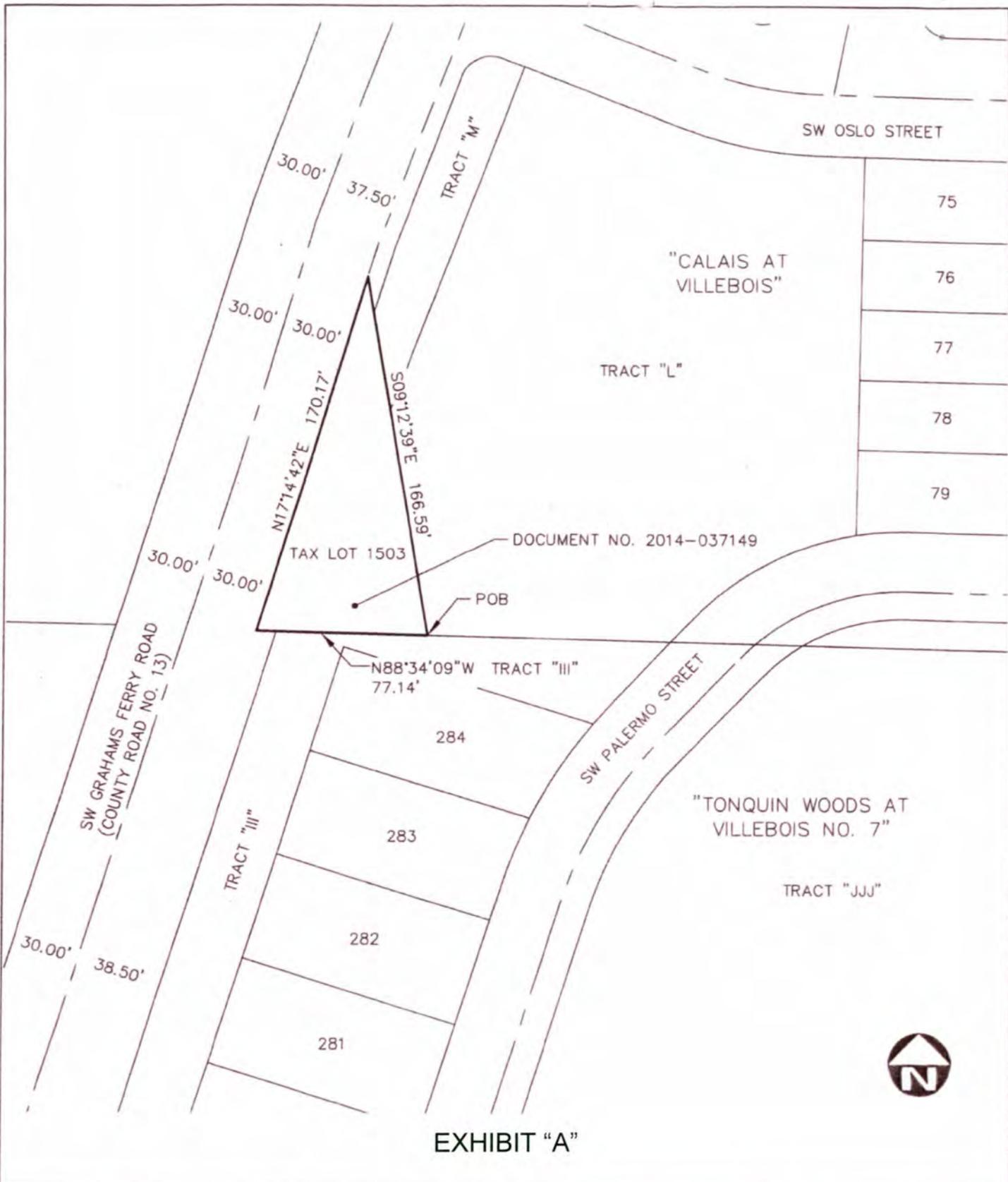


EXHIBIT "A"

DRAWN BY: BAA DATE: 10/14/2014  
 REVIEWED BY: TCJ DATE: 10/14/2014  
 PROJECT NO.: 103-005  
 SCALE: 1"=60'  
 PAGE 1 OF 1



12564 SW Main St  
 Tigard, OR 97223  
 [T] 503-941-9484  
 [F] 503-941-9485  
 Page 4 of 4

# Monthly Report



COMMUNITY DEVELOPMENT DEPARTMENT

NOVEMBER 2014

## FROM THE DIRECTOR'S OFFICE

Greetings and Happy Holidays! The month of November started with a small landslide advancing along the Boeckman Creek Trail. Our engineers worked with the Parks staff on an emergency repair. We also brought out a geotechnical engineering consultant to complete a brief evaluation of the area surrounding the slope. The Planning and Engineering staff progressed on the adoption process for the Wastewater Collection System Master Plan Update including presenting the plan at an open house hosted by the Planning Commission in its role as the Citizen Involvement Council.

The Natural Resources staff completed and submitted our annual NPDESMS4 Stormwater Report to DEQ. November progress on the Willamette Water Supply Project (WWSP) included:

- We selected a consultant team to complete the Willamette River Water Treatment Plant master plan and
- We reviewed a "bridge" Memorandum of Understanding that will commit the partners to continue working together on the WWSP.

We are very pleased to have opened two new roadways just before Thanksgiving—Canyon Creek just north of Town Center Loop and Villebois Drive. Both represent important connections in our transportation network.

We also welcomed Miranda Bateschell as our new long range planning manager to our department—please read a little bit about her on page 5.

I wish you lots of fun with the many upcoming holiday festivities!

- Nancy Kraushaar, PE

## Building Department

**Single Family Dwelling Permits YTD: 210**

### Major Projects Under Review:

- Chrysler Dealership Phase 2
- Chipotle/Noodles Tenant Improvement
- Carriage Homes @ Villebois
- Oregon Wine Gardens (previously Charbonneau Restaurant)
- Melissa Data Solutions 29100 SW Town Center West

### Temporary or Certificates of Occupancy Issued:

- Lenza Eye Care 25699 SW Argyle Ave Suite A
- Anytime Fitness 30480 SW Boones Ferry Rd
- Speculative Tenant Space 9740 SW Wilsonville Rd



W-3 Building  
27200 SW Parkway Avenue

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## Engineering Division, Capital Projects

**Kinsman Road (4004):** Wetland mitigation credits purchased from Mud Slough Wetland Mitigation Bank to mitigate project impacts to the Coffee Lake wetlands. Review agencies expected to issue environmental permits within the next month.

**Barber Street Extension (4116):** Construction is on schedule and within budget. Cascade Bridge expects to complete pile installations by mid December.

**Canyon Creek Road Extension (4184):** Construction is proceeding well, on schedule and within budget. All of Canyon Creek Road opened on November 14. The traffic signal at Canyon Creek Road and Town Center Loop was fully activated on Nov. 18. Vlahos Drive, from Courtside to Town Center Loop, had reopened on October 10th.

**Transit ADA Improvements (8104):** Construction began in mid November, 5 locations are finished and all 22 locations will be completed before Christmas.

**Water Treatment Plant Master Plan (1122):** The team of Corollo Engineers and MWH was selected by the multi-agency review panel. Negotiations on Scope and Cost will be completed in December.

**5-year Capital Budget:** The Draft 5-year CIP was presented at a November 3rd Work Session and will be presented to the full Budget Committee in February.

**Waste Water Collection System Master Plan (2088):** The Planning Commission held an Open House during their November meeting. A Public Hearing will take place on December 10th and make a recommendation on the Master Plan to the City Council.

---

## Engineering Division, Private Development

Construction remains on-going at **Villebois Tonquin Woods 6 & 7 and Calais** subdivisions. The Costa Circle/Villebois Drive connection to Boeckman roundabout opened on November 24. Construction of the remaining areas of the Tonquin Meadows subdivision are on a temporary hold as Polygon NW has shifted their focus on completing the Calais and Tonquin Woods 6 & 7 neighborhoods.

A Public Works Permit has been issued to **Renaissance Homes** for construction of an 8-lot, single family residential project off of Canyon Creek Road. This was a holdout parcel from the original 2004/05 project. It will connect the north and south Renaissance @ Canyon Creek subdivisions by extending Morningside Avenue between them.

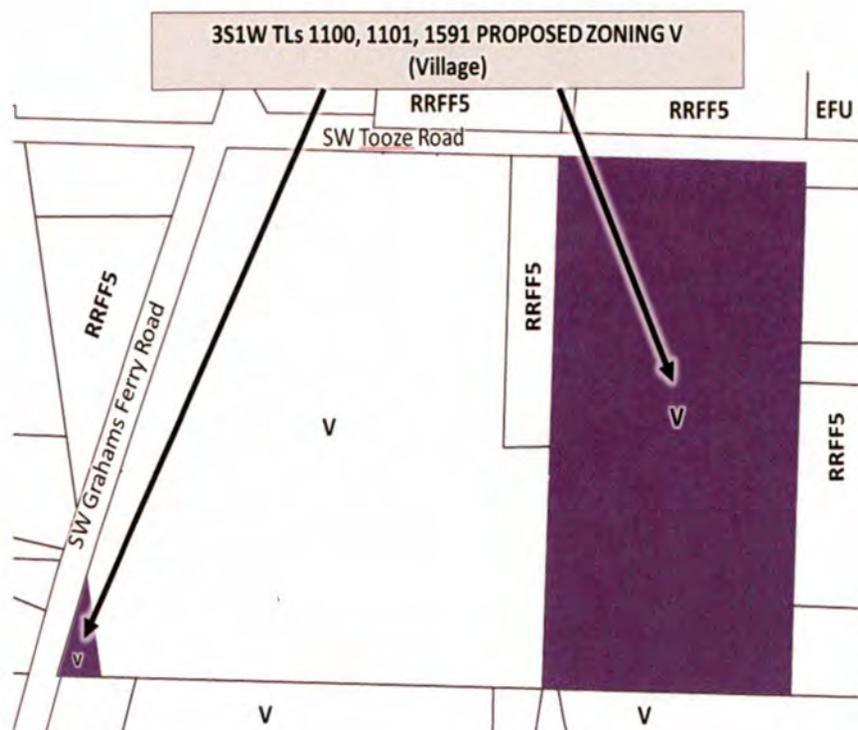
A Public Works Permit has been issued for construction of the **Villebois Carvalho and Seville Row Homes**, a total of 25 single family residential lots. These are infill parcels located off of Barber Street and Villebois Drive South in Central Villebois.

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## Planning Division, Current

PANEL 'A': APPROVED RESOLUTION NO. 292. City of Wilsonville, Applicant/Owner. The DRB forward a recommendation of approval to the City Council for Annexation and Zone Map Amendment for properties in the northwest portion of Villebois. Staff: Dan Pauly AICP. Case Files DB14-0064 and DB14-0065. See illustration next page.

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DRB Panel 'B': APPROVED RESOLUTION NO. 293. Oregon Property Partners LLC, DBA Southern Wine & Spirits, Applicant/Owner. Panel 'B' approved Site Design Review (architecture, landscape, circulation and parking) for an 89,000+ sq. ft. industrial building expansion on 25 acres located at 9805 SW Boeckman Road. Staff: Mike Wheeler. Case File DB14-0063.



## Planning Division, Long Range

**Frog Pond Area Plan:** The Frog Pond Area Plan will establish the vision for the 500-acre Frog Pond area and define expectations for the type of community it will be in the future. The project team has been busy assimilating the public comments into a preferred alternative that will be shared with the Technical Advisory Committee and the Task Force on December 4th. The Planning Commission and the City Council will conduct a joint work session on January 22nd on all of the materials in preparation for creation of the draft concept plan.

For more information visit the project web page at [www.ci.wilsonville.or.us/frogpond](http://www.ci.wilsonville.or.us/frogpond).

**Basalt Creek Concept Plan:** There are two upcoming meetings on the Basalt Creek Concept Plan:

- **Wilsonville City Council (Work Session):** December 1, 5:00 pm, Wilsonville City Hall.
- **Joint Tualatin & Wilsonville City Council Meeting:** December 2, 6:00 pm, Wilsonville City Hall, Council Chambers.

### Underway:

- **Base Case Scenario for Land Use and Infrastructure** – The project team has developed a ‘base case’ land-use scenario for purposes of analyzing the infrastructure (public utilities and transportation) needs of the area. This information will be presented to the Joint Tualatin & Wilsonville City Council’s at their meeting on December 2<sup>nd</sup>. This scenario, along with two alternative options to be developed later, will be evaluated using the Envision Tomorrow planning tool over the next several months.
- **Public Open House**—Citizens will be asked to share your ideas about the alternatives for land use and infrastructure at a Public Open House planned for Spring 2015.

### Old Town Neighborhood Sign:

At Council’s request, the “and Businesses” sign has been installed on the Old Town Neighborhood sign providing local businesses in the area with additional identity.



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## Planning Division, Long Range, cont'd



**New Long-Range Planning Manager:** The Community Development Department is pleased to welcome Miranda Bateschell, the city's new long-range planning manager. Miranda comes to the city from Metro, where she worked for over 8 years on regional planning and policy. Prior to working in Oregon, she held positions in both Detroit and New York City. Miranda is a native of Albany, Oregon and has degrees from both Gonzaga University and the University of Michigan.

---

## Economic Development Division

November economic development activity included ongoing retention/expansion work with two Wilsonville companies, and business outreach meetings to Rockwell Collins and Columbia Helicopter. These outreach meetings have been conducted in partnership with the Wilsonville Chamber of Commerce. Staff also hosted a tour of Wilsonville and the Aurora Airport for economic development staff from Greater Portland, Inc., Tualatin, and Portland General Electric, and met with Mr. Ralph Elligsen and Clackamas County staff in November to share information prepared for the Clackamas County's Employment Lands project. Ongoing work effort also continues on the Washington County Industrial Lands project in the Coffee Creek Industrial Area. The Urban Renewal Strategic Plan was adopted by City Council this month.



**Patrick Duke**  
Library Director

#### **LIBRARY BOARD**

**Reggie Gaines**  
Chair

**Megan**  
**Chuinard**

**Caroline Berry**

**Hilly Alexander**

**Alan Steiger**

## **Wilsonville Public Library Monthly Report to Council December 2014**

### **Headlines:**

- **It's Christmas.** The library is taking a bit of a breather in December.
- **Family Storytime and other Youth Service programming starts January 5<sup>th</sup>.**
- **Talking Heads of the Printed Page,** the Library's next 8 week literature seminar starts January 21<sup>st</sup>.
- **Adult Winter Reading Program** starts January 12th
- **Library Board meeting.** January 28<sup>th</sup>, 6:30pm at the Library

### **November Statistics**

- **Physical item circulation: 37,979** items checked out or renewed.
- **E-book and downloadable audiobook circulation 1,825.**
- **Current enrollment in Dolly Parton's Imagination Library: 600,** 45% of WV preschoolers

### **Adult Services**

- November adult programming attendance: **216**

#### **Upcoming Programming ( not mentioned above):**

- **Book Club: *The Greater Journey: American in Paris, 1830-1900* by David McCulloch, January 8th 6pm**
- **Genealogy Club.** January 21st, 1:00 pm - 2:30 pm
- **BookNotes Concert Series: *Indalo Wind* on Saturday December 13th at 2pm.**
- **The Great Books Discussion Group meets on December 17<sup>th</sup> at 4pm. This month: *Politics by Aristotle.***
- **History Pub at Mc Menamins: Tuesday December 30th. Doors open at 5pm.**

## Youth Services

- November Youth Services programming attendance was **2,739**.

- 

### **Upcoming Programming**

- **Storytime and other preschool programming restarts on January 5<sup>th</sup>.**

This year's weekly schedule:

#### **Wilsonville Playgroup**

Monday, 9:30am

#### **Toddler Time**

Tuesdays 10 am

#### **Babytime**

Tuesdays 11 am

#### **Family Storytime**

Tuesday 6:30 pm

Wednesday 10:30 am,  
and 1:00 pm

Thursday 10:30 am

#### **Read to the Dogs**

Call for appointment

503-570-1599

#### **Bilingual Storytime**

Monday 5:30pm

#### **School age programming**

each month.

- **K-2 Book Adventures** focuses on **Award Winners** on **January 15<sup>th</sup> at 4:45pm**

## Other Services

- **Cultural Passes** are available for the: Portland Art Museum; Evergreen Aviation and Space Museum; Crystal Springs Rhododendron Garden; Pittock Mansion; Lu Su Chinese Garden; and the Portland Japanese Garden
- **Online Services** include 40 online databases and services and thousands of downloadable e-books and audiobooks.

See more events and services at [www.wilsonvillelibrary.org](http://www.wilsonvillelibrary.org)

### Mini Hoopers Basketball

The 2014 Mini Hooper Basketball program has just hit the halfway point of the 8 week season. Mini Hoopers is open to 1st and 2nd graders and runs from mid-October to mid-December with each team practicing one day per week and playing games on Saturday.

To help recover costs of the program, Mini Hoopers has a long standing sponsorship agreement with Land O' Frost lunchmeat. The Parks and Recreation Department receives \$1,200 per season as part of this agreement.



#### Registration by the numbers:

1st Grade Boys: 36

2nd Grade Boys: 39

1st and 2nd Grade Girls: 34

### Parks and Rec Board Awards County Grant

On Thursday, November 13th, the Parks and Recreation Advisory Board awarded grant funding to 1 of the 2 applicants for the Clackamas County Tourism - Community Partnership Grant. This was the first year the Parks and Recreation Advisory Board reviewed this particular grant.

The lone recipient, Oregon Cascades Fastpitch Softball Club, received \$4,040 to host a men's softball tournament in Memorial Park on July 11th and 12th, 2015. The tournament is expected to draw teams from Oregon, Washington, and California.

### \$2,000 Donation from Xerox

The Parks and Recreation Department successfully applied for and received a \$2,000 donation from Xerox to help offset the cost of the newly installed community Holiday Tree.



# Parks and Recreation

## Parks Maintenance Update

- Successfully prepared for Veterans Day homage at the Korean War Memorial
- Winterized all outside sinks, spigots, drinking fountains, and irrigation throughout all parks
- Installed a shut-off valve at the Sofia Park drinking fountain to eliminate freeze potential
- Mulched, swept, blew, raked, and removed over 130 cubic yards of leaf litter from all parks and associated parking lots and trails
- Cleaned up trees and debris from all parks and trails as a result of the November 12th storm
- Removed large hazard/failing Red Oak at Murase Plaza
- Removed large hazard/failing Big Leaf Maple in Arrowhead Creek Park greenway
- Removed down tree in the backyard of resident adjacent to Memorial Park and repaired home owner's tool shed and fence
- Removed another down tree in the backyard of resident adjacent to Memorial Park and repaired homeowner's fence
- Removed two dead large Douglas Fir trees at Memorial Park (Daydream and Dog Park)
- Removed failing Douglas Fir at Town Center Park
- Transplanted a 22' (5,400 lb.) Colorado Blue Spruce variety 'Fat Albert' to Town Center Park
- Hung holiday lights and Snowflake tree topper on Holiday Tree at Town Center Park, on Parks and Rec Admin building trellises and street trees & shrubs on western portion of Wilsonville Road
- Made preliminary/temporary repairs en route to identifying and permanently repairing major sinkhole and hillside slippage at Boeckman Creek Trail
- Inspected and Audited Edelweiss Play Structure and Park

## Upcoming Events and Programs

### Community Toy Drive

Monday, December 1st through Friday, December 12th.  
P&R Admin Building.

### Community Tree Lighting

Thursday, December 4th at 5:30pm. Town Center Park.

### Reindeer Romp 5K Fun Run and Kids Dash

Saturday, December 6th at 8:45am. Town Center Park.

### Winter Program Registration Begins

Monday, December 15th.  
Online registration for all programs.

### Holiday Fun Fest

Wednesday, December 17th from 4:00pm to 6:00pm.  
Community Center.



# Public Works

November 2014

## Holiday Decorations

### Facilities

Facility Maintenance crews have finished putting up all of the Holiday Wreaths and dispersing the Christmas Trees to five of the City's buildings. Crews also decorated Wilsonville Road medians with lights, where Ivan Crumrine and Sean Byrne were able to utilize their Limited Building Maintenance Electrical licenses to change out any of the faulty outlets and photo cells used to power up the holiday lighting.



## Fall Leaf Pickup

### Facilities

As the tree leaf dropping comes to an end, the Facilities crew has been blowing off roof tops and cleaning out gutters. November is busy time for the Landscape Maintenance crew as well. Rob Rollins and Seasonal Utility Workers Heather Heininge, Justice Fletcher and James Moore worked non-stop as they battled the November leaf drop. Crews visited each City facility daily to make sure the entrances were free of debris and slip hazards and then attacked the worst parking lots and landscapes with blowers and vacuums running full speed.

## IN THIS ISSUE

- 1 Holiday Decorations – Facilities
- 1 Fall Leaf Pickup - Facilities
- 2 Sanding Pile Cover – Roads
- 2 Meter Maint & Repairs – Utilities
- 2 Storm & Sewer Line Maint - Utilities



## Sanding Pile Cover

### Roads

Last week there was wind and rain. Could this week bring snow and ice? Hopefully not. But being proactive the Roads crew and Facilities Department teamed up and install a cover over the sanding rock stock pile. The cover will protect the sand pile from getting wet or covered with snow and freezing it to a solid chunk of ice. If the sand freezes into big clumps it makes it very difficult to spread it on the road.



## Meter Maintenance and Repairs

### Utilities



Utility Worker Shawn Powlison (left) listens for a possible leak on Fernbrook Court. Water Technician Jerry Anderson (right) changes a meter head on McKenzie Court.

The water crew finished their maintenance of water meters in the Orchard neighborhood and Oak Leaf Mobile Home Park and has moved over to the Fox Chase neighborhood where more meter maintenance and replacements are planned. The crew also repaired two fire hydrants near Wood Middle School and continues to respond everyday maintenance tasks such as checking for leaks and high/low use water meters identified by the Finance Department.

## Storm and Sewer Line Maintenance

### Utilities



In November, the crew continued to clean storm water lines and catch basins, working ahead of the video documentation van as it finished the last few runs in Charbonneau. The crew switched over to cleaning sanitary lines shortly thereafter, and will continue cleaning sewer throughout the winter months.

## Director's Report

### New buses on the way, new technology to follow

It takes a surprisingly long time for new buses to get to SMART, but that is a lot better than not getting them at all. We have two large diesel-electric hybrid buses and two small natural gas powered cutaway buses due to be delivered to SMART around the first of the year. By the time they get here, it will have taken almost three years since we applied for a federal grant through the Clean Fuels program to fund those buses. The only good thing about the delay is that we will be assured of getting buses with the latest technology from the two manufacturers.

Speaking of technology, SMART also has received grant funds to upgrade our system technology, both on the buses and at our offices. We do not aspire to achieve Tri-Met-like technology enhancements, but we do hope to bring our operations into the 21<sup>st</sup> century. We are about to issue an RFP (Request for Proposals) that will ask vendors of transit hardware and software to give us their best proposals for such things as:

- AVLs (automatic vehicle locators) which will enable SMART staff to determine precisely where each bus is located at any given moment. AVLs will also enable us to know how fast a bus is moving, which can help to determine estimated arrival times.
- Using data from AVLs, we hope to improve our website to create phone and computer information that allows the public to know when to expect a bus at a given bus stop. Termed a "Real Time Customer Information System," these tools are now common for transit systems all over the country.
- Rider alerts, to convey important system information to our riders as soon as it becomes available. Ideally, these alerts would be available through different channels rather than being reliant on desk-top computer systems.

*Continued on next page...*

## Director's Report Continued

- A communication system that may replace our current radio system. The current radio system is now both expensive to maintain and somewhat out of date.
- Route design capabilities (known in the industry as “run cutting”). We still do it manually today, but that capability is like a “dying art.” SMART needs a system that will allow us to better coordinate fixed-route and dial-a-ride services. This should also include scheduling software for our dial-a-ride customers.
- On-board wi-fi access. This is another feature that has become standard on many transit systems and something that can enhance ridership.

We will not know until we receive and review the proposals how many of these features, and possibly others, we will be able to afford. That will happen in the spring of 2015. We will also have to evaluate the proposals in terms of affordability over time, and not just up-front costs. Whatever investments we make, we need to be sure we can afford to maintain the new hardware and software over time.

*Stephan Lashbrook*

# November Operations Report

A significant drop in ridership is seen in the November report. Compared to the same time last year, we experienced a 17.6% drop. This is due to several factors:

First, this November had one less work day (18 vs. 19 last year);

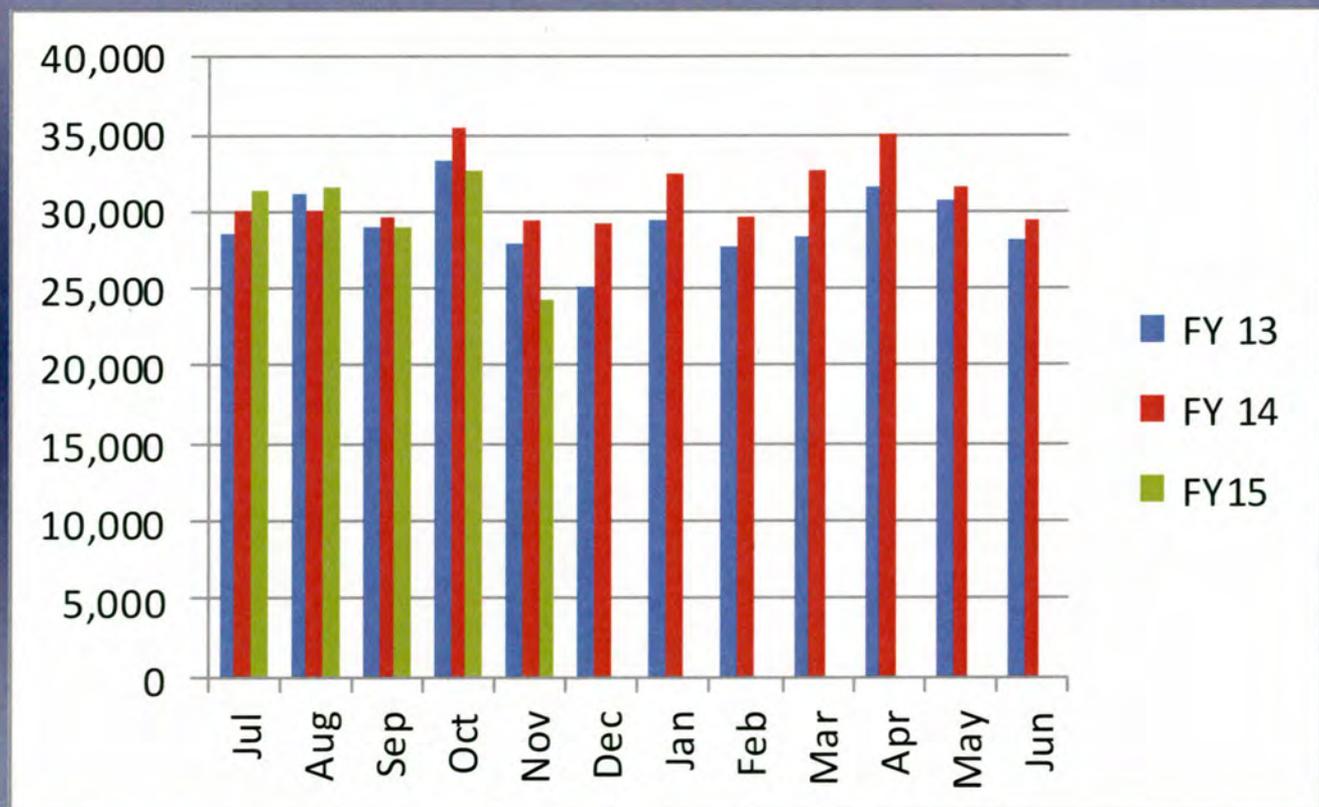
Second, gas prices are about \$1.00 less per gallon than last year (about 28% less expensive);

Third, we experienced an earlier than usual cold snap with freezing rain, which reduced the number of riders for a day or two. Also WES trains were having difficulties for a few days with broken down trains and other incidents. The loss of confidence in reliability of service reduced WES's ridership during this period, many who normally transfer to our local service.

Virtually all routes had less ridership than last year. The Crosstown Route 4 saw the largest drop off in riders—2,332 or 20.4%. Other routes that saw large drops in ridership in terms of percentages, were the Salem 1X (11.7%, 510 rides), and the Barbur 2X (18.4%, 1,236 rides).

To date, we are behind by 5,800 rides (-3.8%) from the record pace of last year.

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
<b>FY 13</b>	28,511	31,067	29,066	33,326	28,027	25,199	29,525	27,812	28,356	31,492	30,776	28,217	351,374
<b>FY 14</b>	30,094	30,024	29,661	35,481	29,342	29,216	32,432	29,551	32,645	35,010	31,581	29,371	374,408
<b>FY15</b>	31,421	31,650	28,971	32,612	24,192								148,846



# SMART Travel Training Program

The fundamental premise of travel training is that education and training can change people's behavior and improve their lives by providing information and skills to increase travel options. Along the way, this process can support and help change the transportation services that serve the needs of our community.

Travel training has become more common because it encourages greater ridership using conventional public transit services, and because transferring ridership from paratransit to conventional public transit can potentially decrease overall transit system operating costs. At the same time, there is interest in improving the quality of life of older adults—expanding opportunities for increased mobility and continued independence for those not otherwise constrained by physical or cognitive disabilities.

Travel training program components may include the following:

- One-on-one customized training with a mobility skills assessment, pre-trip planning and hands-on training on all components of riding transit.
- Group sessions in a classroom type setting with basic public transit orientation followed by an outing on a fixed route bus.
- Staff or volunteer "Bus Buddies" to assist people who are learning how to use public transit but not quite ready to make the trip by themselves.

These types of programs teach people how to get to and from the bus stop or train station and then to specific destinations such as their doctor's office or shopping center and safely back home. It gives them confidence to know when the bus is coming and where it is going and how to plan their trips so that they can travel whenever they want to, not just when they can book an available dial-a-ride.

*Continued on next page...*

# SMART Travel Training Program

In the most general sense, travel training programs can be an essential component for a healthy community. Travel training provides numerous benefits for older adults (and others) and can do the following:

- Expand travel options, leading to enhanced mobility.
- Provide improved travel attributes, such as no need to make advanced reservations, less dependence on dial-a-ride and less dependence on family and friends for rides.
- Enhance personal development and provide more control over one's own activities and schedule.

SMART's road supervisors currently spend some of their time providing travel training to passengers, but we recognize the growing need for these types of services here in Wilsonville, especially with upcoming changes brought about by the Transit Integration Project recommendations.

SMART Options staff are in the process of finalizing a grant application to submit to Metro's Regional Travel Options (RTO) program. If awarded, this grant will boost existing efforts and help create a robust and sustainable travel training program for Wilsonville's residents and employees.

**Please look forward to hearing more about this new program  
as it further develops in 2015.**



# HAPPY HOLIDAYS TO YOU AND YOURS FROM ALL OF US AT SMART



## Did You Know?

From 2006-2011, residential property values performed 42 percent better on average if they were located near public transportation with high-frequency service.

*Source: American Public Transportation Association*

[www.RideSmart.com](http://www.RideSmart.com)

## Contact Us

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# **City of Wilsonville**

## **September 2014**



**Clackamas County Sheriff's Office**  
**2223 Kaen Rd**  
**Oregon City, OR 97045**

[www.co.clackamas.or.us/sheriff](http://www.co.clackamas.or.us/sheriff)

## Monthly Summary

During September 2014, the Clackamas County Sheriff's Office provided law enforcement service to the City of Wilsonville on a 24 hour a day basis. During this time period the Sheriff's Office answered 597 calls for service, which was an average of 19.9 calls per day.

The monthly average for calls for service during the past three years has been 485.5. The 597 calls in the City during the month of September reflect a 23.0% increase over the average during the last three years.

Below is a chart showing the number of calls for service in the City during the last 5 years.

<u>Year</u>	<u>Number of Calls</u>	<u>Monthly Average</u>	<u>Daily Average</u>
2009	6,273	522.8	17.2
2010	5,803	483.6	15.9
2011	5,539	461.6	15.2
2012	5,709	475.8	15.6
2013	6,230	519.2	17.1

An overall look at the shift activity reflects the following percentages of calls taken, traffic stops made and reports written for September.

	<u>Percentage of Calls Taken</u>	<u>Percentage of Traffic Stops</u>
<b>Graveyard:</b>	<b>16.8%</b>	<b>20.3%</b>
<b>Day Shift:</b>	<b>49.7%</b>	<b>36.4%</b>
<b>Swing Shift:</b>	<b>33.5%</b>	<b>43.3%</b>

During September 2014, 349 traffic stops were made in the City with the following breakdown for each shift.

	<u>Total</u>		<u>Graveyard</u>		<u>Days</u>		<u>Swing Shift</u>	
<b>Stops Made:</b>	<b>349</b>	<b>=</b>	<b>71</b>	<b>20.3%</b>	<b>127</b>	<b>36.4%</b>	<b>151</b>	<b>43.3%</b>
<b>Citations Issued:</b>	<b>214</b>	<b>=</b>	<b>17</b>	<b>7.9%</b>	<b>124</b>	<b>57.9%</b>	<b>73</b>	<b>34.1%</b>

Included in the above totals are 98 traffic stops (28.1%) and 112 citations (52.3%) issued by the Traffic Unit.

### Calls for Service

Number of Calls Per Shift	September 2014		Monthly Average 2013	
	<b>597</b>		<b>519.2</b>	
<b>Graveyard</b> (2100-0700)	<b>100</b>	<b>16.8%</b>	<b>103.3</b>	<b>19.9%</b>
<b>Day Shift</b> (0700-1700)	<b>297</b>	<b>49.7%</b>	<b>228.4</b>	<b>44.0%</b>
<b>Swing Shift</b> (1100-0300)	<b>200</b>	<b>33.5%</b>	<b>187.4</b>	<b>36.1%</b>
<b>Average Number of Calls Per Day</b>	<b>19.9</b>		<b>17.1</b>	

### Other Officer Activity

Type of Activity	September 2014	2013 Monthly Average
<b>Bike Patrol</b>		N/A
<b>Follow-Up Contact</b>	<b>80</b>	73.4
<b>Foot Patrol</b>	<b>10</b>	4.2
<b>Premise Check</b>	<b>109</b>	97.0
<b>Subject Stop</b>	<b>45</b>	31.6
<b>Suspect Contact</b>	<b>1</b>	4.3
<b>Suspicious Vehicle Stop</b>	<b>73</b>	38.5
<b>Warrant Service</b>	<b>15</b>	15.1
<b>Total:</b>	<b>333</b>	264.0

The chart on the following page shows the types of calls for service received during the month. These calls do not reflect actual criminal activity. In some cases the call was dispatched as a particular type of incident, but it was later determined to be of a different nature. For actual criminal activity during the month see the "Reports Written" chart.

## Types of Calls

Type of Calls	September 2014	2013 Monthly Average
Abandoned Vehicle	1	0.8
Accidents (All)	31	25.2
Alarms	55	49.8
Animal Complaint	12	8.8
Assault	1	4.1
Assist Outside Agency	14	11.6
Assist Public	39	36.7
Burglary	2	6.2
Criminal Mischief	38	14.3
Death Investigation		2.2
Disturbance	34	26.7
Extra Patrol Request	4	19.5
Fire Services	7	7.1
Fraud	10	11.5
Hazard	12	12.6
Juvenile Problem	10	14.4
Kidnap		.0
Mental	13	5.6
Minor In Possession	1	0.8
Missing Person	5	2.0
Noise Complaints	17	8.6
Open Door / Window		2.5
Promiscuous Shooting		1.3
Property Found / Lost / Recovered	22	13.9
Provide Information	12	27.2
Prowler	1	0.8
Recovered Stolen Vehicle	2	2.3
Robbery		0.9
Runaway Juvenile	7	5.3
Sexual Crime (All)	4	3.1
Shooting		0.2
Stolen Vehicle / UUMV	4	4.9
Suicide Attempt / Threat	10	6.7
Suspicious Circumstances	23	12.4
Suspicious Person	26	25.3
Suspicious Vehicle	15	11.3
Theft / Shoplift	43	37.9
Threat / Harassment / Menacing	20	14.8
Traffic Complaint	46	26.9
Unknown / Incomplete Call	14	13.3
Unwanted / Trespassing	8	10.9
Vice Complaints (Drugs)	6	6.3
Violation of Restraining Order	3	1.5
Welfare Check	19	13.5
Other Not Listed Above	6	7.7
<b>Total:</b>	<b>597</b>	<b>519.2</b>

### Median Response Times to Dispatched Calls

All Dispatched Calls	All Calls	Priority 1 & 2 Calls
<b>Input to dispatch:</b> (Time call was on hold)	2:39 Minutes	2:17 Minutes
<b>Dispatch to Arrival:</b> (Time it took deputy to arrive after being dispatched)	4:30 Minutes	4:20 Minutes

### Reports Written

Type of Report	September 2014	2013 Monthly Average
Accident	Not available at this time	15.4
Theft		30.1
Criminal Mischief		11.0
Burglary		4.5
Stolen Vehicle		3.8
Identity Theft		1.9
Assault		2.1
Drug Crimes		4.8
Miscellaneous Reports		127.9
<b>Report Totals:</b>		<b>201.5</b>

Shift Totals	September 2014	2013 Monthly Average
Graveyard Shift:		38.7 19.2%
Day Shift:		103.4 51.3%
Swing Shift:		59.4 29.5%

City of Wilsonville  
December 15, 2014 City Council Meeting

SPEAKER CARD

NAME:

PETER HURLEY

ADDRESS:

Planning Comm

TELEPHONE:

E-MAIL

AGENDA ITEM YOU WANT TO ADDRESS:

FROG POND

- Planning Commission.
- Opposes Apartment + Retail in Frog Pond.
- Critiqued Staff's draft Frog Pond concept plan.
- Questions loss of Roundabout @ WWRD/Broadman.
- Suggests people use economic means beyond 6-8000' lot are leaving WV.
- "Driving out job creators"

7.12

Please limit your comments to 3 minutes. Thank you.

✓ Lives in Landover since '97.  
- Concerned about % density housing  
- Frog Pond level will change character of city -  
- Opposes more retail space.  
- Favours preserving natural environment.

City of Wilsonville

December 15, 2014 City Council Meeting

SPEAKER CARD

NAME: Rhoda Wolff

ADDRESS: 28118 SW Wagner St

TELEPHONE: \_\_\_\_\_ E-MAIL \_\_\_\_\_

AGENDA ITEM YOU WANT TO ADDRESS: \_\_\_\_\_  
Frog Pond

7.10

Please limit your comments to 3 minutes. Thank you.

City of Wilsonville  
December 15, 2014 City Council Meeting

**SPEAKER CARD**

NAME: Brandi Ebner

ADDRESS: 8605 SW Salish Ln #1509 Wilsonville

TELEPHONE: 503-682-0411 E-MAIL \_\_\_\_\_

AGENDA ITEM YOU WANT TO ADDRESS: Santa winter  
wonderland update

Please limit your comments to 3 minutes. Thank you.

✓ Events Director for  
C.C. -

- Thanks city for grant  
for Santa's winter  
wonderland. (\$5000.)  
- 300+ families attended

→ K

City of Wilsonville  
December 15, 2014 City Council Meeting

SPEAKER CARD

NAME: Jan Johnson

ADDRESS: 6591 Sandover

TELEPHONE: 503-555-4430

E-MAIL to Eastern WU Road.

AGENDA ITEM YOU WANT TO ADDRESS: Frog Pond & traffic

Concerned with traffic  
increase.  
- Oppose "hi-density" housing  
- Oppose more retail "just  
a mile from downtown."  
- Truck traffic on WU Road  
increasing - very noisy.  
- Will take away beauty  
of natural area.

- supports landscape additions  
to Eastern WU Road.

7.11.

Please limit your comments to 3 minutes. Thank you.

City of Wilsonville  
December 15, 2014 City Council Meeting

SPEAKER CARD

✓ Supports Councilor  
Goddard, thanks  
for his service.  
—  
—K

NAME: Wendy Veliz

ADDRESS: 11498 SW Zurich St

TELEPHONE: \_\_\_\_\_ E-MAIL \_\_\_\_\_

AGENDA ITEM YOU WANT TO ADDRESS: Appreciation for  
Councilor Goddard

Please limit your comments to 3 minutes. Thank you.

City of Wilsonville  
December 15, 2014 City Council Meeting

SPEAKER CARD

NAME: Don's Wehler

ADDRESS: 6855 SW Boeckman Rd

TELEPHONE: 6820426 E-MAIL daweehler@gmail.com

AGENDA ITEM YOU WANT TO ADDRESS: Frog Pond

Please limit your comments to 3 minutes. Thank you.

✓ - Thanks Councilor Goldard  
for representing community.  
- Serves on Frog Pond Taskforce.  
- Feels proposed density  
7-8000' lots in W. Frog Pond  
is too dense. Wants  
all Frog Pond to be  
larger lots. -