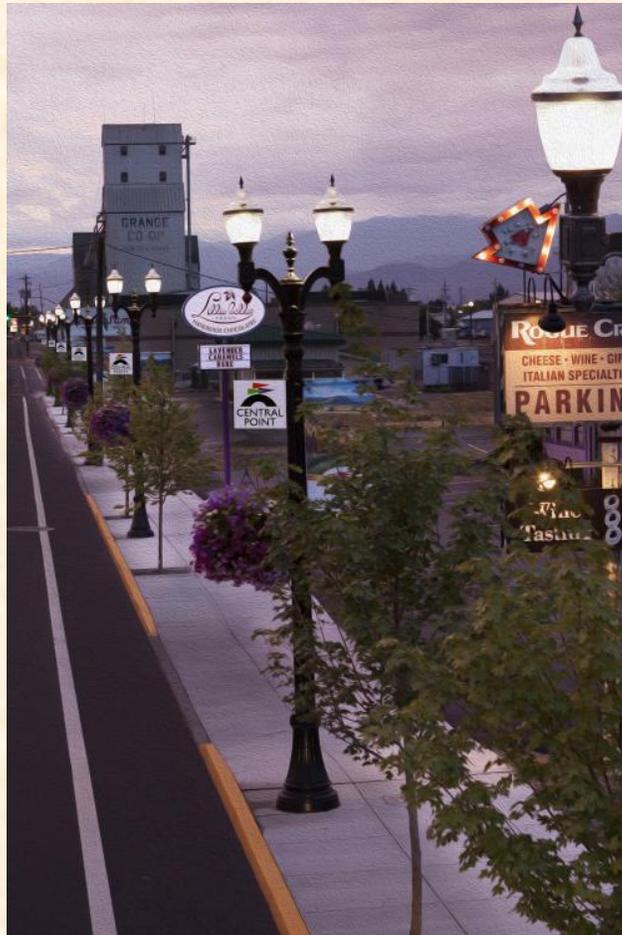


City of Central Point, Oregon

The Fair City



Biennial Budget For Fiscal Year 2017-2019

Serving THE CITIZENS OF CENTRAL POINT

Table of Contents

<i>Introduction.....</i>	<i>1 - 19</i>
<i>General Fund.....</i>	<i>20 - 54</i>
<i>HTCU.....</i>	<i>55 - 58</i>
<i>Street Fund.....</i>	<i>59 - 62</i>
<i>Capital Improvement Fund.....</i>	<i>63 - 66</i>
<i>Reserve Fund.....</i>	<i>67 - 68</i>
<i>Debt Service Fund.....</i>	<i>69 - 72</i>
<i>Building Fund.....</i>	<i>73 - 76</i>
<i>Water Fund.....</i>	<i>77 - 80</i>
<i>Stormwater Fund.....</i>	<i>81 - 86</i>
<i>Internal Services Fund.....</i>	<i>87 - 97</i>
<i>Appendix.....</i>	<i>A1 - A10</i>

City of Central Point, Oregon



DATE: April 24, 2017

TO: Central Point Budget Committee

FROM: Chris Clayton, City Manager
Steve Weber, Finance Director/Budget Officer

RE: Fiscal Biennium 2017-2019 Budget Message

MEMBERS OF THE BUDGET COMMITTEE AND CITIZENS OF CENTRAL POINT:

As required by Oregon Revised Statute (ORS 294.403) and the City's Charter, we respectfully submit the proposed balanced budget for the City of Central Point for Fiscal Biennium 2017-2019.

This proposed budget is a reflection of the community's priorities, goals and values represented by the annual investment of tax and ratepayer dollars to maintain Central Point's quality of life. This budget represents just the second biennial budget in Central Point's one hundred and twenty-eight-year history.

In developing the 2017-2019 budget proposal, department directors, managers and staff focused on our management vision of: "A better experience for those living in, working in, or doing business in or with, the City of Central Point." Additionally, we considered the necessary evolution of public services and, more specifically, how our service delivery model requires constant innovation to meet the needs of our customers and citizens. If the true vision of Central Point is to provide a "better experience" for everyone, we must also work to foster a sense of community that allows citizens the opportunity to embrace traditionally held values that create a strong sense of belonging, purpose and place.

A city allocates financial resources to both core public services and prioritized community projects; however, the sum of desired needs and wants has historically outweighed available financial resources. In balancing the available resources against the community's needs and wants, city staff, council members and budget committee members, evaluates the merit of core service levels and project proposals according to the order of highest good. To that end, we are pleased to report that the 2017-2019 proposed budget includes the following: moderately increased revenue targets, no property tax increases and only a minimal (inflationary adjusted) utility rate increase, and zero staffing additions. Although we will not be asking the public for

additional employees or tax revenues, we still fully intend to progressively increase our general fund's budgeted ending balance, add to the city's reserve fund and maintain healthy enterprise/utility funds that are entirely capable of expanding and repairing our infrastructure systems. Furthermore, in anticipation of increased building and development activity over the next two years, the 2017-2019 proposed budget aggressively funds capital infrastructure while simultaneously maintaining existing levels of core public services.

Unfortunately, under Oregon's current property tax system, it is not foreseeable for our tax revenues to recover at a pace that will allow us to, within the confines of the upcoming budget cycle, recoup all that was sacrificed or deferred during the great recession of 2008-2012. However, property tax revenues continue to yield above average growth (three to four percent annually) and our broader financial recovery is on pace to reach pre-2007 levels by June of 2021. In addition, council-initiated financial policies implemented during the 2015-2017 budget cycle have transitioned the city's general financial outlook from cautiously optimistic, to a more formidable "well positioned" status (depicted in chart 1 & 2). Moving forward, our global financial strategy will continue to include a philosophy of "aggressive conservatism," which embraces a proactive, robust investment in growth-related capital infrastructure, a fostering of general fund reserves, and reasonable increases to our existing core service levels (proportional to population growth and development activity).

As previously described, the 2015-2017 adopted budget included fortified efforts aimed at addressing structural imbalances between revenues and expenditures, particularly in the city's general fund. These efforts should be applauded because they have successfully assuaged the aforementioned imbalances, but not all financial uncertainties have been eliminated from our planning horizon. Health care costs and future Public Employee Retirement System (PERS) rates continue to "loom large" as unanswered questions that have the potential to invoke continued future financial liability. Moreover, the 2017-2018 federal budget proposal includes the elimination of many federal programs that currently provide assistance to local governments. Ultimately, the adoption of a federal budget must include the input and consideration of the United States Congress. It is our hope that any budget approved by both houses of Congress will include federal funding programs for transportation, civil infrastructure, elderly assistance, community development and locally sourced agriculture since these offer many opportunities for rural communities throughout southern Oregon.

Although not all future financial uncertainty can be eliminated, this year's budget development process did offer certain advantages that have not been historically accessible. First, having nearly completed our first biennial budget, the city's management team is now comfortable with developing, implementing and managing a two-year budget. Second, we continue to update our long-term financial plan forecast, which allows for both short and long-term course correction. The most current rendition of the city's long-range financial plan offers important feedback on recently invoked austerity measures, the introduction of new utility fee-based revenue streams (public safety, parks maintenance and new franchise fees), and policies of restrained spending/conservative budgeting practices—all of which have resulted in ending fund balances, revenues and expenditures trending towards desirable outcomes. Perhaps even

more encouraging, the broader United States domestic economy continues to recover with the majority of national economic indicators predicting moderate, steady overall growth during the upcoming biennium. It is our expectation that the next biennium will yield average gross domestic product (GDP) growth of 2.1-2.5 percent. Although not spectacular, it will be a modest improvement over the 1.6 percent achieved during 2016.

In an effort to capitalize on these positive trends, the 2017-2019 budget proposal includes a focus on investment, efficiency and market-driven revenues. More specifically, we are proposing improved utilization of advanced technologies in the areas of human resources, records management, police evidence, geographic information systems, utility billing, public information and building/community development permitting. Every proposed technology-based project, regardless of size or scope, is aimed at increasing efficiency, streamlining customer processes and reducing future staffing needs. Ultimately, a robust investment in our city's technology infrastructure will reduce future costs and offer better service delivery to our citizens. Furthermore, the 2017-2019 budget relies heavily on forecasted economic growth. With only minimum inflationary increases planned for our utility rates, city management is pleased to redirect our revenue generation strategy towards a more market-based solution. Although current economic conditions have afforded the opportunity for such a paradigm shift, city management will absolutely continue with its commitment to reducing costs and incentivizing the levels of economic growth that can reduce future burden on the Central Point tax payer/rate payer. The 30th President of the United States, Mr. John Calvin Coolidge Jr., offered us a constant reminder of why our desire to use public funds wisely must never wane: *"I favor the policy of economy, not because I wish to save money, but because I wish to save people. The men and women of this country who toil are the ones who bear the cost of the Government. Every dollar that we carelessly waste means that their life will be so much the more meager. Every dollar that we prudently save means that their life will be so much the more abundant. Economy is idealism in its most practical form"* (President John Calvin Coolidge, Inaugural Address, March 4, 1925).

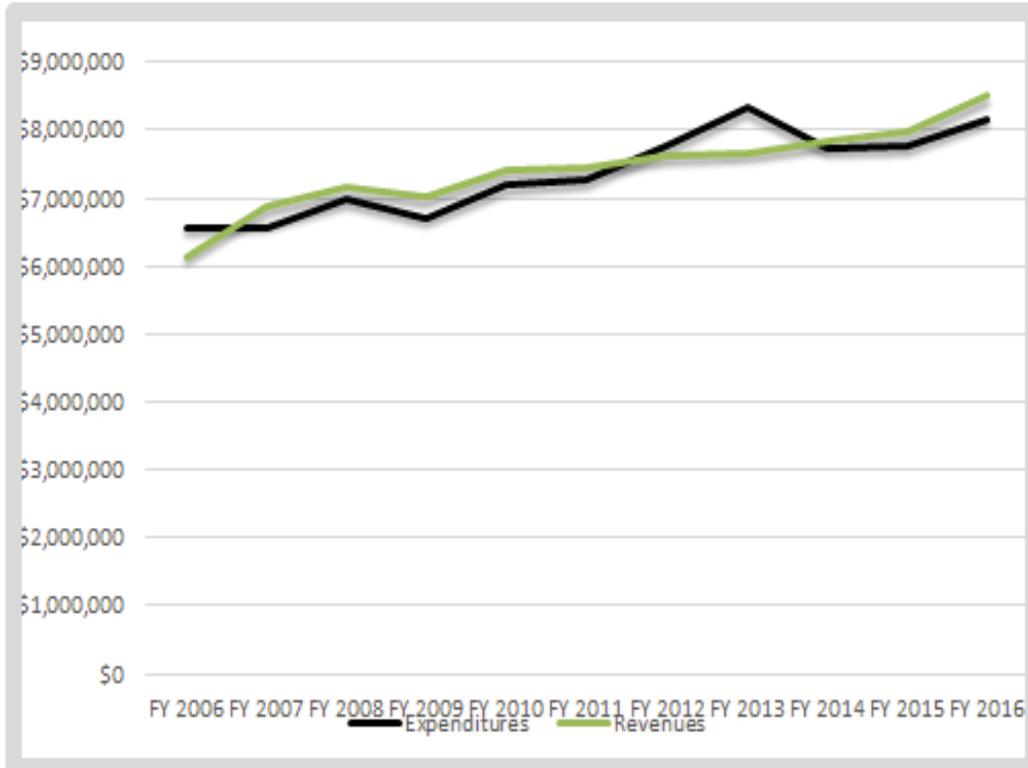
In essence, a biennial budget is nothing more than a two-year road map for city government to meet the needs and wants of its citizens in a fiscally responsible manner. In terms of needs, the proposed 2017-2019 Central Point budget uses existing resources and revenue mechanisms to maintain existing core service levels. In terms of wants, it proposes a substantial investment in capital infrastructure and includes a major undertaking of capital infrastructure projects. This substantial capital investment is focused on accommodating future growth, maintaining "cutting edge" infrastructure—to attract and retain smart development—and, most importantly, meeting the established goals and objectives of our elected policy makers.

The City of Central Point is in a unique and advantageous position. Generally speaking, alignment of vision, values and objectives throughout a public-sector organization tends to be an infrequent occurrence. However, there is significant evidence to suggest that during the 2017-2019 biennium, the council, community and staff will be united in their pragmatic conservatism. Additionally, all above-mentioned parties share a desire to complete major capital infrastructure projects, innovate through technological advancements and renovation,

and continue with our most popular core services like solution-oriented community development, proactive public safety/community policing and a well-maintained park system. We are pleased to report that each of these goals is well within reach if we continue to adhere to our principles of locally-embraced conservatism.

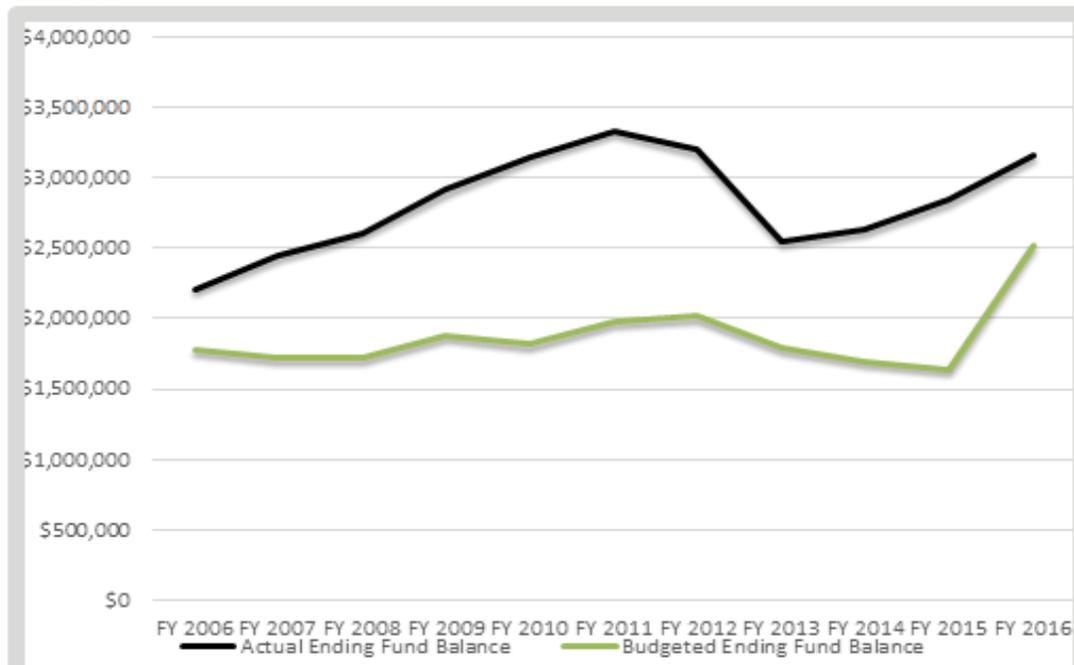
The great poet William Wordsworth once said, "Life is divided into three terms—that which was, which is, and which will be. Let us learn from the past to profit by the present, and from the present, to live better in the future." With those words of wisdom in mind, the city's management team has carefully contemplated the merits of the 2017-2019 City of Central Point budget proposal. It is our belief that this budget proposal strikes a true balance between aggressive investment and fiscal responsibility. There is little question that the 2017-2019 proposed budget sets the bar high, and there is much work ahead if we are to accomplish the goals, objectives and projects contained within this budget proposal. However, we move towards the future with a retained sense of optimism due to the principled leadership of our public policy makers and our organizational commitment to doing the right thing, for the right reason, regardless of circumstance.

Chart 1



Historical Comparison of General Fund Revenues vs. Expenditures

Chart 2



Historical Comparison of General Fund “actual” versus “budgeted” ending fund balances.

FISCAL YEAR 2017-2019 BUDGET HIGHLIGHTS

The improving economic conditions are projected to increase building and planning activity during the next biennium. Higher levels of building activity will proportionally increase community development workloads and private sector-related revenues. Fortunately, the Community Development department is currently adequately staffed and prepared to accommodate projected workloads. However, should development rates exceed our expectations or capacities; we will immediately consult with council about the possibility of mid-budget staffing adjustments. Careful attention to Community Development staffing levels is critical not only for current planning and building demands, but for our pending urban growth boundary (UGB) expansion process. With the city already having limited residential inventories and the need for a commercial lands adjustment, proper facilitation of planning initiatives is crucial to maintaining positive development/economic momentum. Additionally, Central Point has worked diligently to achieve the reputation as southern Oregon’s most solution-oriented and developer/business friendly public sector organization. Ensuring that we can continue to provide adequate service levels in the area of community development is paramount to further promoting our well-deserved standing in this area.

Over the next biennium, Planning Department revenues are projected to realize moderate growth; however, Building Department revenues will likely achieve higher-level growth—

allowing the building fund to repay all "recession era" subsidization that was allocated from the city's general fund (2008-2012). Although Building Department revenues have seen "spikes" due to recent large commercial development, the 2017-2019 budget proposal includes "smoothing" of these financial anomalies to provide a more accurate reflection.

The Central Point Police Department is our focal point for building a sense of community and trust with our citizenry. Our public safety presence throughout the city, within local schools and at neighborhood meetings, allows for the necessary public access/interaction to build trust and confidence in all segments of our community. The 2017-2019 budget proposal includes adequate funding for multiple programs, including community policing, police/neighborhood meetings, school resource officer, and the recently added K-9 program, which is a clear indication that the council and staff remain fully vested in promoting community pride and citizen responsibility.

2017-2019 efficiency gains will be predicated on a three-phased approach. First, information technology now "touches" all city departments and most Central Point residents. Investment in technological innovation is capable of making city staff more efficient, reducing costs and providing better, more convenient, service delivery for city customers. Highlights of the 2017-2019 technology budget include advances to police evidence collection and storage, new human resources recruitment software, and new public meeting agenda management software which will assist with continued efforts to improve the city's records management and public information delivery systems. Second, the city continuously examines programs and services for effectiveness and, if warranted, possible elimination. In the 2017-2019 biennium, the City's Parks and Recreation Department is proposing to discontinue the city's preschool program. This program has historically failed to operate without general fund subsidization and there are many private sector options available in Central Point that provides similar early education services. The third and final phase of proposed efficiency measures is continued collaboration with our many partners in the public, private and non-profit sectors. Having realized fiscal advantages from such partnerships during the past decade, the 2017-2019 proposed budget looks to capitalize on mutually beneficial opportunities. In the private sector, we look to continue private contracts in the areas of supplemental parks maintenance services, custodial, engineering, auditor, insurance representation and supplemental building inspection services. In the public sector, first and foremost, we seek to expand our administrative relationships with the City of Medford and Jackson County. Having realized significant benefits from products of prior budget cycles, we look to continue services provided by these agencies in the areas of Jackson County Justice Court, street repair and maintenance, fleet maintenance and municipal court debt collection. In the non-profit arena, we offer our citizens services and social benefits through our existing partnerships with Direct Involvement Recreation Teaching (DIRT), the Central Point Chamber of Commerce, the Jackson County/Medford Chamber of Commerce and ACCESS's food sharing programs.

The most prominent feature of the 2017-2019 budget proposal is infrastructure- related capital expenditures. A proposed capital expenditures increase of forty-four percent from the 2015-2017 budget funds a comprehensive infrastructure package that includes the following

transportation projects: Twin Creeks Rail Crossing/Highway 99, East Pine Street Streetscape, Table Rock Road Improvement, Beebe & Hamrick Road Intersection Signalization, Hamrick and Biddle Pedestrian Improvements. Worthy of note on the East Pine Street Streetscape project is our partnership with the Central Point Urban Renewal Agency/Development Commission. Without the tax increment revenue generated from the Urban Renewal District, our ability to proactively encourage economic development through infrastructure improvement would be limited. The following Water Fund/system projects are also included: mainline replacement or upgrades on Laurel Street, East Pine Street (streetscape project limits), and demolition of the one-million-gallon reservoir located at the existing public works corporation yard. In the Parks Fund/system, we intend to use parks maintenance fee revenues to complete a concession stand in Don Jones Park, offer an upgrade to current recreation facilities in Pfaff Park and add another phase of improvement to S kyrman Arboretum. In the Storm Drain Fund, the most significant capital expenditure is the leasing of a new "jetter" truck, which is responsible for the majority of storm drain system maintenance. Driven by both deferred maintenance and growth-related demand, the 2017-2019 capital project budget represents a major upgrade to Central Point's primary infrastructure systems.

Four years ago, the City Council enacted a fiscal policy of a 15-25% carryover in the General Fund. Two years ago, we budgeted an ending balance of \$1,623,070 (16%); however, the actual carryover balance projected for June 30, 2017, is \$3,870,668 (38%)—well above our policy's parameters. The difference, commonly known as "float," between actual and budgeted ending carryover balance is the product of conservative revenue forecasts, unfilled positions, constrained spending, conservatively forecasted personnel costs and higher than anticipated revenues. The 2017-2019 budgeted ending fund balance is scheduled at \$2,524,202 (23%). However, if we achieve the same level of float that occurred in the last biennium, actual carryover in June of 2019 could be in excess of \$4.5 million. Although this will be viewed as ultra conservative by some, we would again offer the wisdom of the 30th President of the United States Mr. Calvin Coolidge: "Economy is the method by which we prepare today to afford the improvements of tomorrow" (President Calvin Coolidge, Annual Message to Congress, December 8, 1925).

REVENUE PROJECTIONS

Property Taxes

This budget proposes no change to the city's current permanent tax levy rate. The maximum the city is permitted to levy is \$5.28 per \$1,000 of assessed valuation. This budget is predicated on the current rate of \$4.47 per \$1,000 with property tax revenues representing the largest revenue stream (49.4%) received by the City's general fund. The total amount of collectible property tax revenues forecasted for the 2017/2019 budget cycle is \$10,895,000. This amount reflects an optimistic increase of 3.5% over the city's most recently assessed property values. Although we have budgeted a 3.5% increase in property tax revenues, it is quite possible the city will receive an amount exceeding the budgeted amount. With property values deflated during the recession, assessed property value increases are continuing to generate and recover revenues lost during the economic downturn

Transient Lodging Taxes

Transient lodging (hotel/motel) taxes are forecasted to be a total of \$890,000; a slight but steady increase from previous years. This forecast is based on the trend established by the previous few years as the economic recovery continues to bolster the travel and lodging industry. A significant percentage of the hotel/motel tax revenue is restricted to tourism, and tourism promotion. Historically, these funds have been dedicated to Central Point's Visitor Information Center, support for the Chamber of Commerce, Rodeo, Expo, and the new Country Crossings Music Festival coming in July.

Franchise Fees

Franchise fees collected by the general fund should continue to show improvement during the 2017/2019 budget compared to previous years assisted by the general utility license ordinance that was adopted by City Council prior to the 2015/17 budget. An amount of electrical franchise fees will continue to be allocated to the Street Fund to offset a portion of the expense of street lights, which is budgeted to that fund. In March of last year, the Council increased the allotment of electric franchise allocation to the Street Fund to fully cover the street light expense up to \$175,000 per fiscal year. Furthermore, the city's recent adoption of a general utility license ordinance will offer increased revenue from utility providers operating within the city's jurisdiction without a franchise agreement.

Development Revenue

Anticipated increases in prospective commercial developments and new housing starts should result in increased planning and building department fee revenues over the next two years. Furthermore, commercial building activity is occurring in areas included within the Urban Renewal boundaries which will contribute to property values and the tax increment upon which the Urban Renewal/Development Commission relies.

State Revenue Sharing

The State of Oregon "shares" revenue collected on cigarette taxes, liquor taxes and gas taxes. Each year the state provides the City with estimates to use in calculating what we can expect to receive for the upcoming budget year(s). In the general fund, we are expecting to receive a total of \$985,000 in shared revenue; and in the street fund, a total of \$1,996,800 in gas tax.

With the exception of cigarette taxes, state revenue dollars have increased steadily over the years. Cigarette taxes appear to be on a slow and steady decline with the FY 2017 estimate 24% less than what we received just four years ago in FY 2013.

EXPENDITURES

General Costs

The total proposed 2017/19 biennial budget is \$49,991,429, an increase of \$6,134,747 or 14.0% over the amended 2015/17 biennial budget. The increase is due primarily to increased capital

project spending in The Public Works Enterprise Funds (Street, Water and Stormwater). Other expenditure categories show modest increases.

Personnel Costs

Total personnel services of \$17.6 million comprise 35.0% of the total city budget. The total cost increase in these services across all funds (budget to budget) is 7.67%. This budget does not include any staff additions.

Benefit cost projections for this biennium budget include rate increases for PERS of 20.26%; health insurance of 15%; cost of living and step increases for both the general service and police unions in accordance with their respective bargaining agreements; nonunion employees' average performance based salary increase of 4%; an unemployment placeholder of \$26,000; and workers compensation insurance increase of 5%. For the past two years, we have seen very modest increases health insurance rates. However, because these rates are not declared until December, we continue to take a conservative stance using a 15% rate increase projection.

Materials and Services budgets have increased by 5.67% over the previous year. Although the cost of goods and supplies is a factor, a primary and encouraging factor is additional or enhanced services, events and projects that will be highlighted by each department presentation.

Capital Outlay budgeted capital projects are increasing, on average, a total of 60% over the proposed two year budget when compared to the 2015/2017 biennial budget. The increase highlights a significant investment in the City's infrastructure. The projects are a mix of deferred maintenance from the recent recession as well as positioning the City for the projected development.

Enterprise Funds

Street Fund

The Street Fund will be maximizing its budget and using saved reserves to move forward on several long needed projects. The main project will be the Twin Creeks Rail Crossing and the subsequent Rail Project to upgrade the tracks around the subject site. Other improvements include a new signal at Beebe and Hamrick and upgraded turn lanes and striping at E. Pine and Hamrick. The fund is also paying the debt service associated with the new signals in the downtown at 2nd and 4th. Paving projects include the rest of Highway 99 from the Twin Creeks Rail Crossing to the jurisdictional boundaries. Additionally the rest of Hamrick/Vilas will also be paved. Other projects being explored are a round-about at 2nd/3rd at Crater High School and reconfiguration of the Pine to match the downtown from Haskell to 1st Street on East Pine.

Water Fund

The Water Fund will be coordinating with the Development Commission to install a large main from Front to 10th on East Pine Street. We will also be replacing an older cast iron pipe on Laurel from Front to 4th Street. The other main project in Water is starting of a smart meter

system so that we can start provide daily and even hourly consumption to our residents and also be able to read and control meters remotely. The last main project will be demolition of the shop reservoir, which has been obsolete since the Vilas Reservoir came online. Additionally, a lot of pipe work and pump reconfiguration needs to occur associated with that project.

Stormwater Fund

The Storm water and Storm Water Quality Funds will be primarily in the save mode for the next four years to focus on the culvert replacements and water quality needs of the City's recently awarded West Pine Street Grant. Some smaller projects are still planned including replacing a broken pipe at Pfaff Park on Maple Street and a non-existent pipe on Beall Lane. We will also be replacing and upsizing the pedestrian bridge at Rose Valley.

General Fund

Administration

The Office of the City Manager provides oversight and direction to ensure that all departments are responding to City Council goals, applying policy consistently and identifying key issues that need Council direction. Revenues consist primarily of administrative service charges to other departments plus other General Fund resources. In addition to the City Manager, two positions are budgeted in the Department. First, the City Recorder is responsible for management and retention of all City records, leases, contracts and agreements, legal and public notices, elections, website maintenance, processing Ordinances and Resolutions, and as the City liaison to the City Council. Second, the Human Resources Director is responsible for providing a wide range of services to City directors, managers and employees such as: the recruitment and selection of applicants; supervisor and employee training; workforce planning; position classification and pay structure; labor relations including labor contracts and grievance resolution; personnel policy; FMLA & OFLA; and the administration of the Workers' Compensation programs.

Finance

Finance Department operations represent 7.35% of total general fund expenses. The Finance Department provides support functions for the City including: fiscal planning, utility billing, cash receipts, purchasing, transient lodging tax collection and auditing, accounts payable, development and monitoring of the biennial operating and capital budgets, establishing and monitoring internal controls, preparing the Comprehensive Annual Financial Report, and facilitating external audits.

These services provide for the delivery of comprehensive, value-added financial services to internal and external customers ensuring that Central Point is managed in a fiscally effective and efficient manner.

Technical Services

The Technical Services Department, consisting of two full time employees, continues to find a balance between daily technology support and technology related projects for all departments. The upcoming budget cycle will have major focus on data protection, data management, and automation.

We will be implementing a disaster recovery system that will replicate all city data to an offsite data center on an hourly basis to ensure protection of city digital assets. We will also be implementing a data management system to create a structure for managing email communications. This system will put an eDiscovery tool in place for departments to use for responding to public records requests.

To aid in helping departments automate paper processes we will be implementing additional Laserfiche automation software. This tool will automate processing of large volumes of paper into digital files and allow for automated filing and routing of documents.

We are looking forward to working with all the departments to streamline processes and improve public access to more data.

Parks & Recreation

There are some slight modifications in the parks and recreation budget to reflect community needs. The recreation department will be phasing out of the 'kidventure' preschool program. Both of our long term teachers have decided that this was their last year and the program has had a very difficult time with some of the students and financial viability. The rooms will be remodeled to handle more classes. We hope to add more day activities for the 3-5 age range to supplement that change.

The money savings from recreation will move to parks for the addition of more parks to our system. A new park in Twin Creeks is slated to start construction in the summer of 2017. The City has applied for a large grant request from the Oregon Parks system to help augment the work of the developer and a private foundation. Additionally, there is a potential for another 5 acre park near Beebe/Gebhard. The City has budgeted for full replacement of the playground at Pfaff Park, resurfacing all of the tennis courts and additionally improvements and buildings at Skyrman Arboretum.

Police Department

The 2017/19 budget sees modest increases in lie items that are consistent with growth that is expected in this biennium budget cycle. The Police Department is expecting asset forfeiture revenue that will help offset costs establishing a Critical Incident Response Team and assist with the replacement system for our body worn cameras and video evidence storage. The Police Department will continue to staff two full time positions that are assigned to the school district which is funded in cooperation with School District #6 and the public safety fee. The Police Department is excited to welcome our new Canine Officer "Mattis" whose handler, Officer Brian Munoz, will be training for drug interdictions with our City to help combat drug

trafficking. Officer Munoz and Kg "Mattis" will also be involved in public engagement and will participate in our DARE programs at the schools for Drug Resistance Education.

We will take this biennial budget to evaluate the growth of the City and the needs for public safety with anticipated growth. We will focus on evaluating staffing for future needs and look for opportunities to develop a substation in the area of the new growth.

Community Development - Planning

Community Development (Planning) represents less than 6% of the total General Fund. As the national economy has improved so has property development and reinvestment within Central Point. The Department intends to maintain all previously approved staff positions in order to stay ahead of development. The Department work demand continues to increase and prospects of an employee retirement in the next two years dictate the need for an increase in the professional services line item. This may or may not result in a temporary contract and new management position until other staff move up. Although increased development translates into increased income through planning fees, the City will have to initiate some Comprehensive Plan amendments at its own expense to 'prime the pump' for annexations and new residential subdivisions.

The Community Development budget assumes funding to promote an existing planner, to redistribute individual work assignments, and to anticipate the retirement of the planning manager. It also includes the continuation and oversight of the destination boot camp program, which has become a source of pride for local business.

Building Fund

Community Development - Building

Finally, as building growth continues to trend in a positive direction, the Building Division will recruit a building permit technician to process permits but who also has experience or can learn to manage the Community Rating System (CRS) program. The building division will also reimburse the City general fund for deferred facilities allocation.

Public Works

Administration

Public Works Administration will be working on construction management of various public and private projects, as well as grant administration and normal administrative duties. Project Management of all of the capital projects listed earlier will be with division.

Field Operations

Public Works Operations will be focusing on standard maintenance in all divisions. Refer to the Street, Water and Stormwater projects addressed in the enterprise fund section.

Urban Renewal Agency/Development Commission

In 2013, the Development Commission prioritized projects listed in the Downtown and East Pine Street Corridor Revitalization Plan. The top priority project was the improvement of the East Pine Streetscape. After two years of design, engineering, and public meetings, the Development Commission is now prepared to begin construction of the East Pine Street improvements. Through a partnership with the City, through an intergovernmental agreement, the funding necessary to complete the streetscape improvements have been obtained and included in the Commission's 2017/18 budget.

Although the city council elected to change the City's budget to a biennial cycle, the Development Commission decided that with potential project decisions being based on the evolving property tax funding, the agency would be better served by continuing to budget annually. Therefore, the urban renewal budget remains on an annual basis.

Conclusion

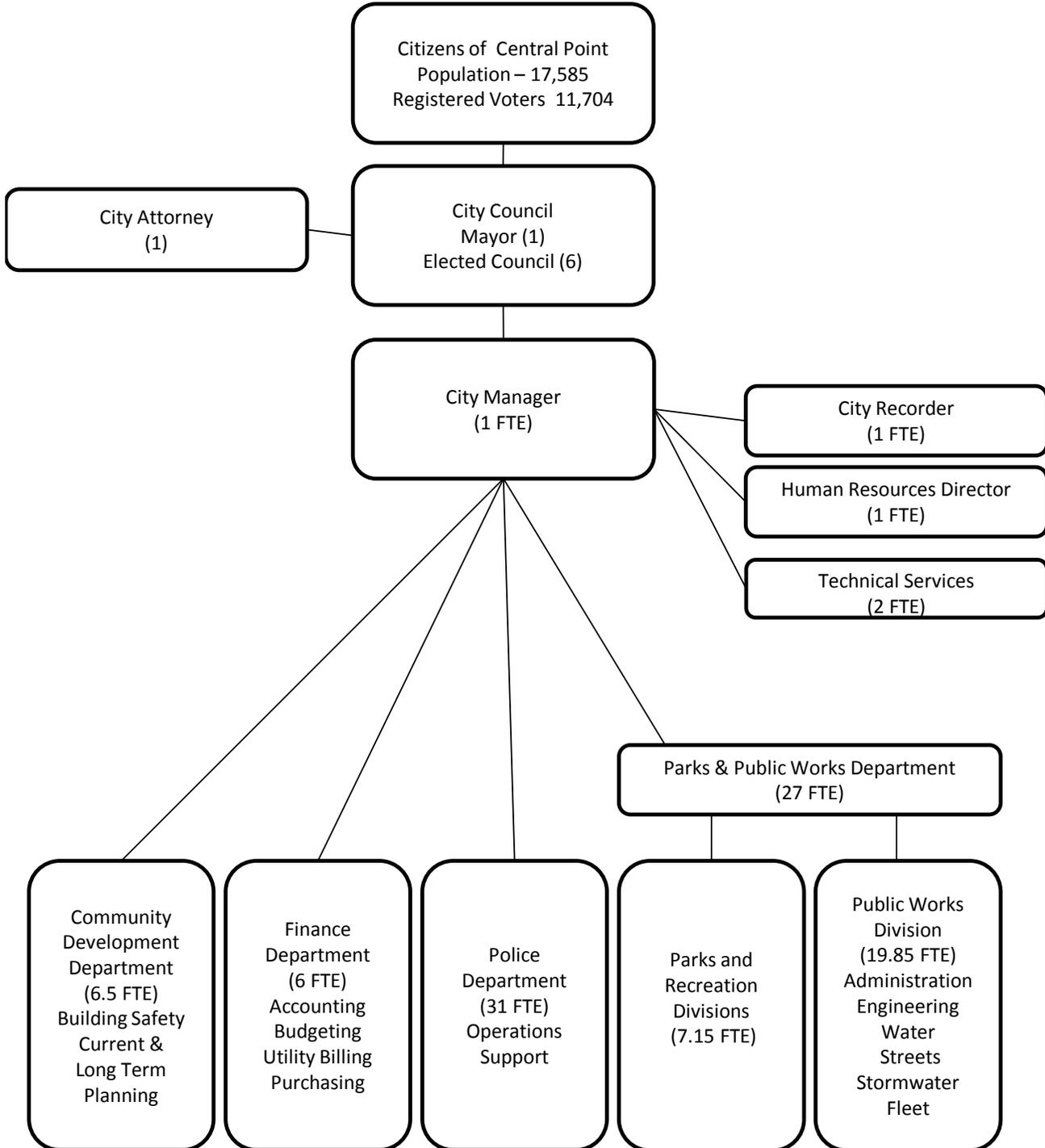
In conclusion, budget preparation for the City of Central Point begins some four months prior to final budget adoption. This task requires a talented and dedicated staff and is both complex and time monopolizing. We would like to acknowledge the time and effort of all staff members and department directors that give this task their complete attention above normal workloads.

Finally, on behalf of City staff and the community, we would like to extend a sincere thank you to members of the budget committee and city council for their time and dedication to complete this important public process.


Chris Clayton, City Manager


Steve Weber, Finance Director

City of Central Point
75.5 FTE
For The Biennial Budget 2017/2019



The Budget Process

According to Oregon Law (ORS 294), the City of Central Point must prepare and adopt a balanced budget annually.

In January, meetings are held with department heads, the Mayor, and City Council to set goals and priorities for the upcoming year. In April, a preliminary budget is prepared and presented to the Budget Committee, which, by law, is comprised of the Mayor, City Councilors, and seven citizen members.

A summary of the recommended budget is published in the local newspaper. The City Council holds a public hearing prior to July 1, which may result in further changes. If a change will increase property taxes or increase expenditures within a fund by more than ten percent or \$5,000, whichever is greater, the budget must be referred to the Budget Committee. The City Council adopts the budget and levies taxes prior to June 30 each year. The adopted budget is filed with the county clerk and the State of Oregon; the Property Tax Levy is certified to the County Assessor by July 15 each year.

The Budget Amendment Process

Oregon Budget Law allows for amendments to the City budget for reasons unforeseen at the time of adoption. The City Council may adopt resolution changes that decrease one existing appropriation and increase another. Certain changes of ten percent or less to any fund require a supplemental budget. Changes over ten percent to any fund require a supplemental budget process similar to the annual budget requiring a public hearing. Further detail may be found in ORS 294.

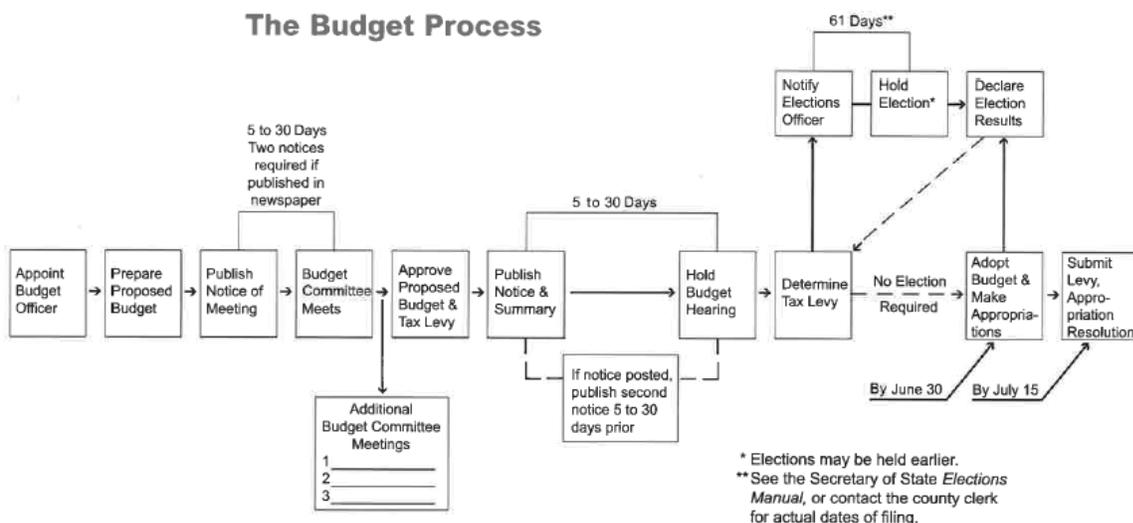
The Budget Committee

The Budget Committee is comprised of the Mayor, City Councilors, and seven citizen members appointed by the governing board.

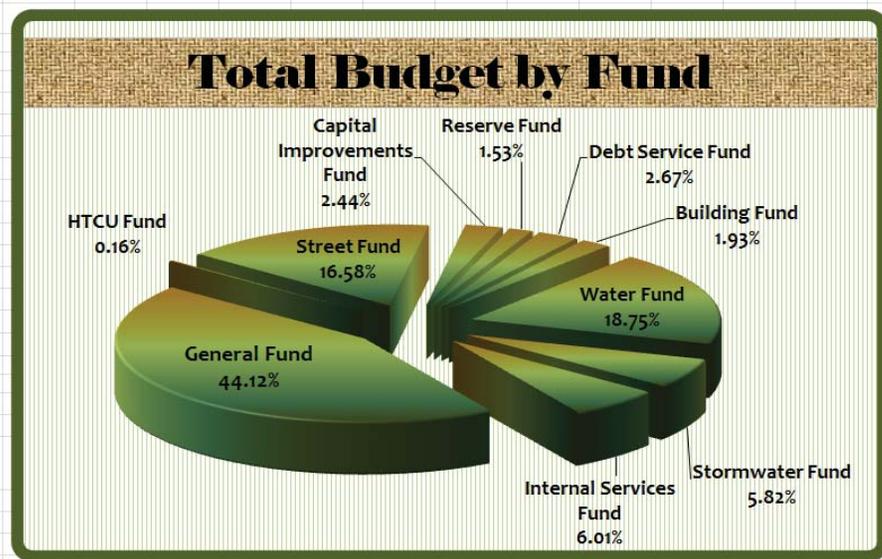
The appointed members:

- Must live in the City of Central Point
- Cannot be officers, agents, or employees of the local government
- Can be spouses of officers, agents, or employees of the Municipality
- Serve three-year terms that are staggered so that approximately one-third of the terms end each year

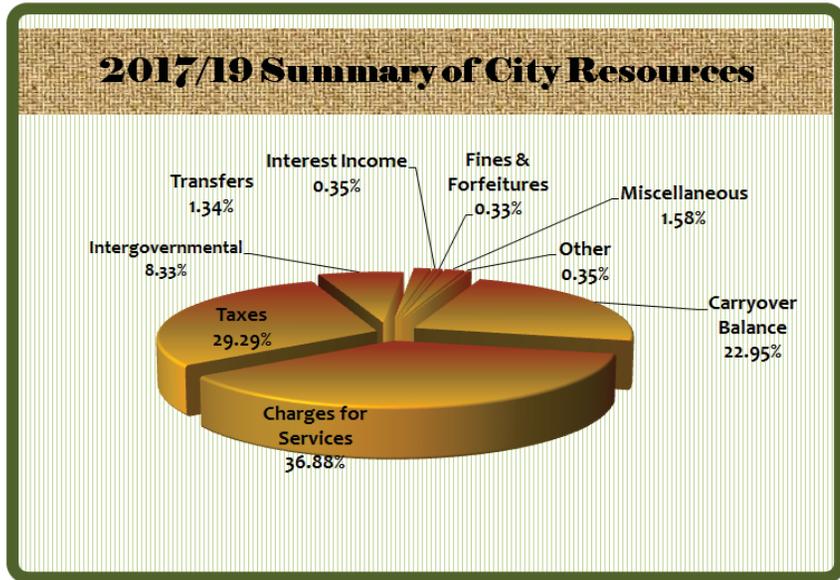
The Budget Process



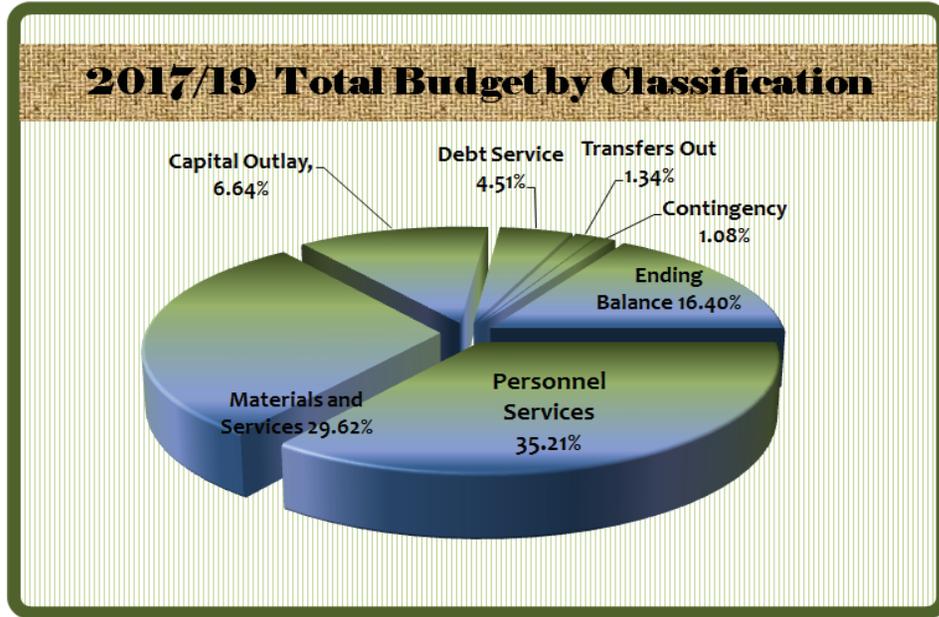
Summary By Fund Description	2013/14 Actual	2014/15 Actual	2015/16 Actual	2016/17 Estimate	2015/17 Biennial Projected	2015/17 Biennial Budget	2017/18 Proposed	2018/19 Proposed	2017/19 Total Proposed Biennial Budget
General Fund	10,374,237	10,602,669	11,543,693	8,876,370	20,420,063	20,155,885	9,534,391	12,521,617	22,056,008
HTCU Fund	317,460	186,305	126,600	0	126,600	128,525	78,842	0	78,842
Street Fund	4,151,674	3,677,393	3,923,631	2,157,061	6,080,692	7,170,660	5,101,304	3,185,650	8,286,954
Housing Fund	0	0	0	0	0	0	0	0	0
Capital Improvements Fund	293,332	325,446	362,190	142,172	504,362	477,755	760,900	458,562	1,219,462
Reserve Fund	569,969	572,816	601,278	29,926	631,204	628,850	0	766,046	766,046
Debt Service Fund	683,934	716,870	612,239	695,222	1,307,461	1,321,647	636,117	697,789	1,333,906
Building Fund	342,875	414,162	524,908	283,402	808,310	588,225	263,225	702,557	965,782
Water Fund	4,335,600	4,794,718	5,260,369	3,340,473	8,600,842	8,023,195	4,158,144	5,214,903	9,373,047
Stormwater Fund	1,540,198	1,736,634	1,870,149	884,184	2,754,333	2,731,560	806,958	2,102,417	2,909,375
Internal Services Fund	1,450,513	1,394,326	1,432,087	1,293,976	2,726,063	2,630,380	1,398,853	1,603,154	3,002,007
Total Requirements by Fund	24,059,791	24,421,339	26,257,144	17,702,786	43,959,930	43,856,682	22,738,734	27,252,695	49,991,429



Summary of City Resources Description	2013/14 Actual	2014/15 Actual	2015/16 Actual	2016/17 Estimate	2015/17 Biennial Projected	2015/17 Biennial Budget	2017/18 Proposed	2018/19 Proposed	2017/19 Total Proposed Biennial Budget
Carryover Balance	7,565,324	8,275,453	9,308,136	0	9,308,136	8,548,069	11,473,143	0	11,473,143
Taxes	6,100,680	6,338,085	6,712,281	6,941,251	13,653,532	13,648,000	7,197,000	7,445,000	14,642,000
Fees, Licenses and Permits	55,925	63,355	65,863	65,010	130,873	120,550	65,000	65,000	130,000
Intergovernmental	2,358,107	1,661,623	1,679,418	1,747,111	3,426,529	3,583,518	1,792,559	1,673,741	3,466,300
Charges for Services	7,128,285	7,401,676	7,814,891	8,062,210	15,877,100	16,097,600	9,730,917	8,706,049	18,436,966
Fines and Forfeitures	140,096	99,301	84,679	63,864	148,543	180,000	83,500	83,500	167,000
Special Assessments	51,567	34,539	5,180	62,892	68,072	44,000	22,000	22,000	44,000
Interest Income	56,896	48,357	73,229	90,721	163,951	81,300	85,639	87,639	173,278
Miscellaneous	304,111	244,051	235,268	410,677	645,945	1,016,395	628,000	160,000	788,000
Transfers In	298,800	199,000	278,200	259,050	537,250	537,250	447,907	222,835	670,742
Grand Total	24,059,791	24,365,440	26,257,144	17,702,786	43,959,930	43,856,682	31,525,665	18,465,764	49,991,429



Expenditures by Classification Description	2013/14 Actual	2014/15 Actual	2015/16 Actual	2016/17 Estimate	2015/17 Biennial Projected	2015/17 Biennial Budget	2017/18 Proposed	2018/19 Proposed	2017/19 Total Proposed Biennial Budget
Personnel Services	7,055,084	7,027,757	7,262,710	7,422,846	14,685,556	16,346,349	8,527,076	9,073,630	17,600,706
Materials and Services	6,020,650	6,291,933	6,671,616	6,458,391	13,130,007	14,066,125	7,429,800	7,376,700	14,806,500
Capital Outlay	1,325,433	673,252	979,520	1,076,469	2,055,989	3,694,195	5,163,500	757,500	5,921,000
Debt Service	1,084,369	1,118,057	1,004,694	1,045,166	2,049,860	2,689,479	1,170,451	1,083,584	2,254,035
Transfers Out	298,800	199,000	278,200	259,050	537,250	537,250	447,907	222,835	670,742
Contingency	0	0	0	0	0	539,100	0	540,160	540,160
Ending Balance	8,275,456	9,111,340	10,060,404	1,440,864	11,501,268	5,984,184	0	8,198,286	8,198,286
Total Requirements	24,059,791	24,421,338	26,257,144	17,702,786	43,959,930	43,856,682	22,738,734	27,252,695	49,991,429



Historical Positions	2014 Adopted	2015 Adopted	2015/17 Adopted	2017/19 Adopted
Administration	5.50	5.50	5.50	5.00
Finance	7.00	6.00	6.00	6.00
Parks and Recreation Department	6.15	6.15	6.15	6.15
Building	1.00	1.50	2.00	2.00
Planning	3.50	3.00	4.50	4.50
Police Department	29.50	30.00	31.00	31.00
Public Works	20.85	20.85	19.85	20.85
Total	73.50	73.00	75.00	75.50



Summary of Employee Groups

Positions	2015 Adopted	2015 Adopted	2015/17 Adopted	2017/19 Proposed
Management (Nonrepresented)	19.00	19.00	19.00	19.00
Police Bargaining Unit	22.00	22.00	23.00	23.00
General Service Bargaining Unit	31.00	31.00	32.00	33.00
Other Nonrepresented	1.00	1.00	1.00	0.50
Grand Total	73.00	73.00	75.00	75.50

General Fund - Revenues

OVERVIEW

General Fund accounts for the general administration and financial operations of the City not accounted for in any other fund. Principal sources of revenue are property taxes, fund carryover, franchise fees, and state shared revenues. Expenditures are for primary general government operations.

Total taxes (shown in the graph below) consist of hotel/motel tax, franchise fees and property taxes. All these taxes combined amount to 64.2% of general fund revenues. Of these, property taxes remain the single largest source of revenue for the City. In the 2017/19 biennium, total budgeted property taxes of \$10,895,000 comprise 49.4% of general fund resources. Hotel/motel taxes, which amount to 4% of the general fund revenues, are gradual but steadily increasing as the economy continues to rebound.

The current property tax rate for the city is \$4.47 per thousand of assessed values. Although the City of Central Point has taxing authority of \$5.83 per thousand of assessed values, the City has not imposed the full tax authority since fiscal year 2001. Oregon state statutes allow for existing assessed values to increase up to 3.0% per year per property, not to exceed market value. The decline of real market value during the Great Recession resulted in the "gap" between assessed values and real market values to shrink considerably. For example, in fiscal year 2008, assessed values in Central Point were 52.5% of real market values; and in fiscal year 2015 assessed values are 84.9% of real market values. After several years of budgeting for a very conservative 3.0% increase, this budget assessed values are projected to increase by a moderately conservative 3.5%. This budget also includes an increase in the collection rate of property taxes to 97.0% whereas it has been at 95.0% for several years.

The carryover is the second largest general fund resource. In addition to being an important source of revenue, the carryover is an indicator of the health of the fund - and as such is preserved through vigilant observance of the council's adopted financial policy guidelines. The estimated beginning carryover for the 2017/19 biennial budget is 17.6% of annual revenues; with the biennium ending carryover estimated to be 18.5%. Also in accordance with the City's current financial policies, the beginning and the ending carryovers, plus contingency, are calculated on annual revenues.

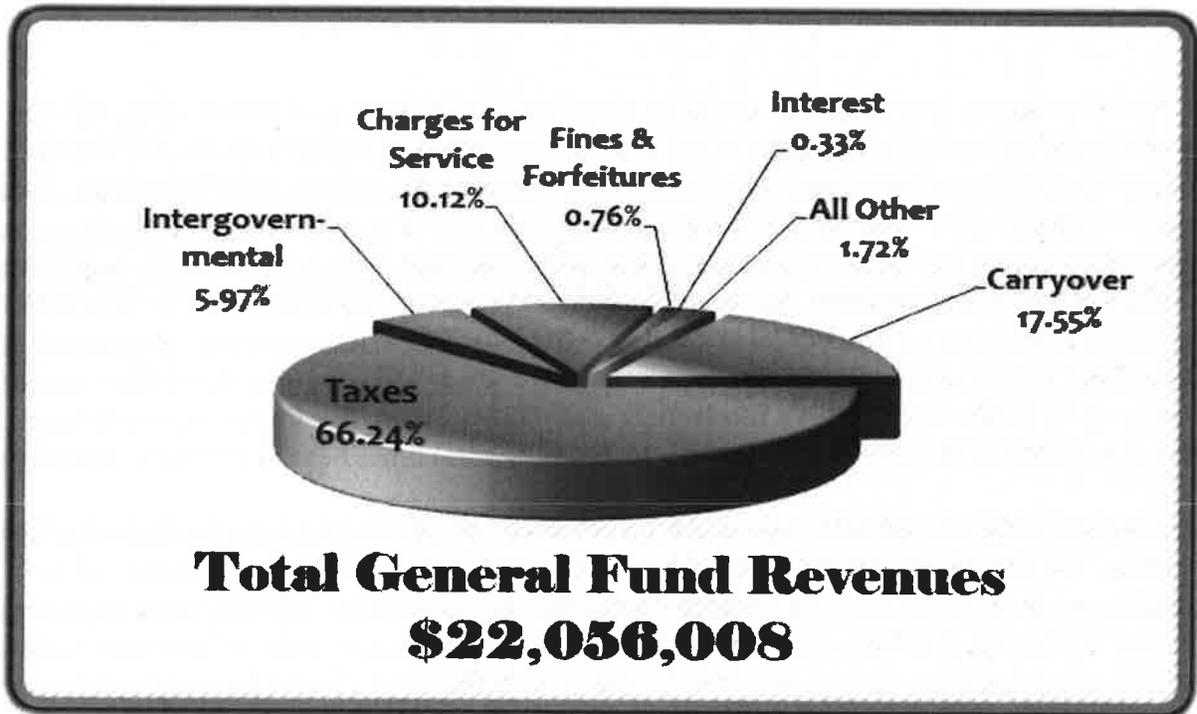
Total franchise fees of \$2,371,000 equal 10.7% of general fund revenues. A new franchise fee is included in the budget for the first time; a general utility license fee adopted by city council in March 2015. This new revenue source is expected to generate \$75,000 per year.

Within charges for service, overhead fees are a significant resource - accounting for 6.9% of total revenues. These fees are for internal services for other departments, and cover overhead costs associated with city administration including attorney services and risk management, financial services including payroll, accounts payable and audit, technology, and mayor and council support. Also included in this biennial budget are two fees proposed in the City's long term financial plan and implemented through the previous budget process; a public safety fee and a parks fee. Each fee is projected to provide \$85,000 per year and will continue to only be used for the specific project it was implemented for; for police a second school resource officer position, and in parks for the maintenance of city parks and replacement of old equipment.

Intergovernmental consists of state shared revenues, jurisdictional exchange, grants, and asset forfeiture revenue. Together, these revenues make up 5.3% of the total general fund revenues. Follow-

ing historical trends and the state's advice regarding state shared revenues, we budgeted 98% of the estimate provided by the State.

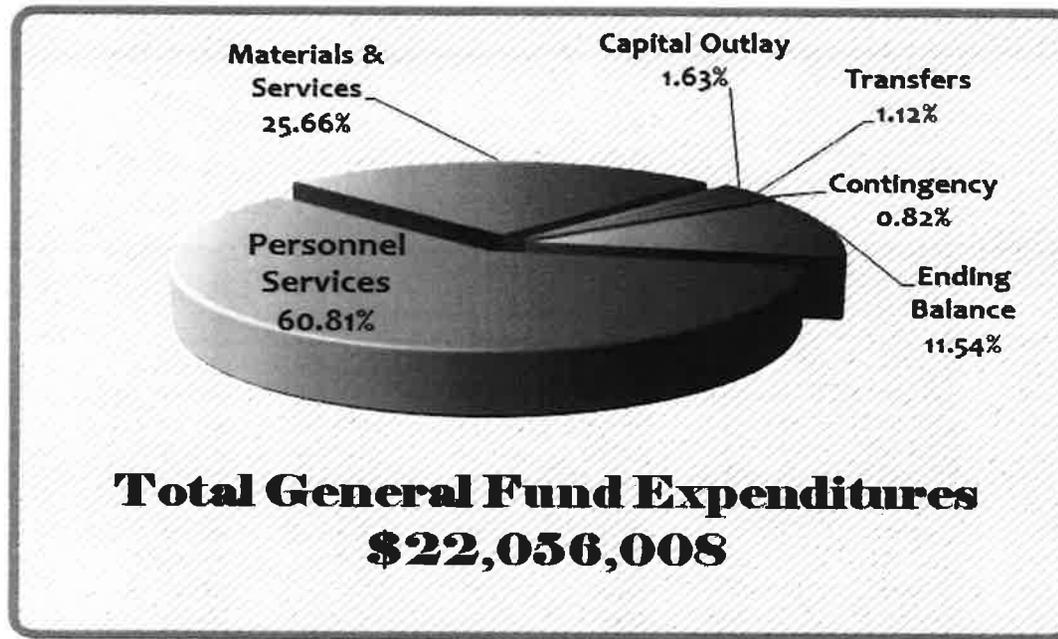
Business license revenues have been fairly consistence for several years. In July of 2014, the base cost of a business license went from \$50 to \$60; the first increase in the fees since June 2001. This change has added approximately \$7,000 per year. Due to a continuing economic recovery as well as anticipated commercial development, we are projecting a slight increase in business license revenue.



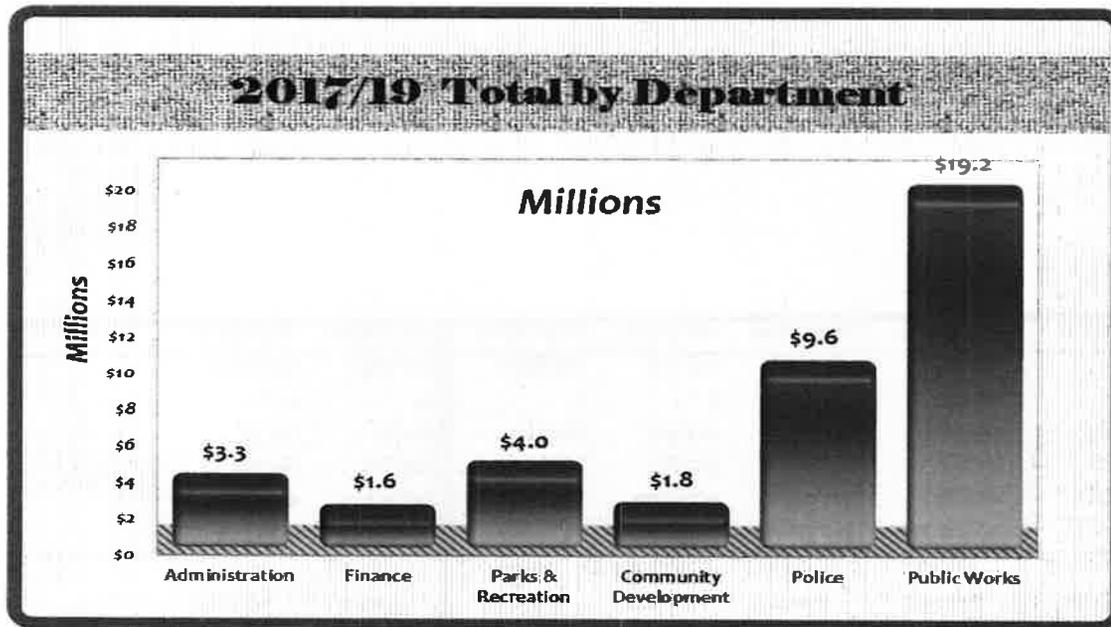
Account	Description	2013/14 Actual	2014/15 Actual	2015/16 Actual	2016/17 Estimate	2015/17 Biennial Projected	2015/17 Biennial Budget	2017/18 Proposed	2018/19 Proposed	2017/19 Total Proposed Biennial Budget
10-00-00-4105	Property Tax - Current	4,308,261	4,546,455	4,747,053	4,984,405	9,731,458	9,693,000	5,169,000	5,376,000	10,545,000
10-00-00-4110	Property Tax - Prior Years	238,508	155,472	142,464	134,180	273,644	475,000	175,000	175,000	350,000
10-00-00-4120	Hotel/Motel Room Tax	373,342	391,491	481,514	449,054	930,568	785,000	440,000	450,000	890,000
10-00-00-4130	Franchise - Cable TV	139,064	145,997	154,096	154,808	308,904	270,000	160,000	160,000	320,000
10-00-00-4135	Franchise - Electric	578,642	517,402	542,801	539,800	1,082,601	1,100,000	556,000	572,000	1,128,000
10-00-00-4140	Franchise - Garbage	127,224	131,734	140,341	144,286	284,627	250,000	150,000	155,000	305,000
10-00-00-4145	Franchise - Natural Gas	173,404	164,483	171,009	173,750	344,759	350,000	180,000	185,000	365,000
10-00-00-4150	Franchise - Telephone	46,527	45,051	44,955	43,050	85,005	90,000	44,000	46,000	90,000
10-00-00-4160	Franchise - General Utility License Fee	0	0	51,049	80,918	131,967	150,000	80,000	83,000	163,000
	Total Taxes	5,984,972	6,098,085	6,472,281	6,701,251	13,173,532	13,163,000	6,954,000	7,202,000	14,156,000
10-00-00-4210	Business License	52,280	60,170	61,533	60,650	122,183	115,000	61,000	61,000	122,000
10-00-00-4215	Business License Misc.	1,800	2,130	3,275	3,305	6,580	3,700	3,000	3,000	6,000
10-00-00-4220	Liquor License	1,845	1,055	1,055	1,055	2,110	1,850	1,000	1,000	2,000
	Total Licenses & Fees	55,925	63,355	65,863	65,010	130,873	120,550	65,000	65,000	130,000
10-00-00-4320	Federal Grants	15,300	3,741	0	0	0	0	0	0	0
10-00-00-4330	State Grants	48,736	0	6,841	15,000	21,841	45,000	0	0	0
10-00-00-4355	State 911 Telephone Tax	0	0	0	0	0	0	0	0	0
10-00-00-4360	State Cigarette Tax	23,273	23,153	21,244	22,375	43,619	38,500	20,600	19,700	40,300
10-00-00-4365	State Liquor Tax	238,386	253,907	250,604	247,956	498,560	557,000	265,080	275,200	540,280
10-00-00-4370	State Marijuana Tax	0	0	0	0	0	60,000	0	0	0
10-00-00-4375	State Revenue Sharing	141,594	158,481	154,544	188,993	340,537	389,500	205,220	215,480	420,700
10-00-00-4380	Jurisdictional Exchange (School Dist. #6)	53,100	53,100	54,690	56,300	110,990	110,990	57,500	58,560	116,060
10-00-00-4395	Asset Forfeiture Revenue	0	0	0	0	0	0	30,000	30,000	60,000
	Total Intergovernmental	520,389	492,382	484,923	530,624	1,015,547	1,200,990	578,400	598,940	1,177,340
10-00-00-4415	City Overhead Fees	688,000	833,000	833,000	833,000	1,666,000	1,666,000	756,000	761,000	1,517,000
10-00-00-4420	Urban Renewal Services	0	0	10,000	10,000	20,000	20,000	10,000	10,000	20,000
10-00-00-4430	Lien Search Fees	10,450	13,850	13,775	14,150	27,925	20,000	14,000	14,000	28,000
10-00-00-4435	Park Use Fees	15,935	17,001	15,375	17,200	32,575	22,000	16,000	16,000	32,000
10-00-00-4445	Planning Services	36,539	52,508	52,887	73,780	126,667	102,000	75,000	75,000	150,000
10-00-00-4447	Police Services	3,409	4,459	3,495	6,200	9,695	6,000	4,500	4,500	9,000

10-00-00-4449	Public Safety Fee	0	0	80,632	84,515	165,147	150,000	85,000	85,000	170,000
10-00-00-4452	Park & Recreation Fee	0	0	83,701	84,499	168,200	150,000	85,000	85,000	170,000
10-00-00-4455	Recreation Fees	67,814	71,298	86,159	80,420	166,579	153,000	46,000	46,000	92,000
10-00-00-4469	Administrative Fees	26,075	25,923	21,759	20,910	42,669	30,000	20,000	20,000	40,000
10-00-00-4475	Vehicle Towing	1,275	1,500	2,025	2,100	4,125	1,700	2,000	2,000	4,000
Total Charges for Service		849,497	1,019,538	1,202,808	1,226,774	2,429,582	2,320,700	1,113,500	1,118,500	2,232,000
10-00-00-4510	Municipal Court Fines	74,517	45,978	49,784	41,864	91,648	110,000	50,000	50,000	100,000
10-00-00-4511	Municipal Court Collection Int	20,313	26,384	18,431	8,695	27,126	20,000	13,500	13,500	27,000
10-00-00-4515	District Court Fines	36,793	26,940	16,464	13,305	29,769	50,000	20,000	20,000	40,000
10-00-00-4520	Court Diversion Fees	8,473	0	0	0	0	0	0	0	0
Total Fines & Forfeitures		140,096	99,301	84,679	63,864	148,543	180,000	83,500	83,500	167,000
10-00-00-4710	Interest Income	28,453	18,350	35,242	33,861	69,103	30,000	33,000	35,000	68,000
10-00-00-4715	Loan Interest Income - Urban Renewal Loan	2,500	2,500	2,500	2,500	5,000	5,000	2,500	2,500	5,000
Total Interest income		30,953	20,850	37,742	36,361	74,103	35,000	35,500	37,500	73,000
10-00-00-4810	Miscellaneous Revenue	124,945	93,184	66,353	51,000	117,353	80,000	70,000	70,000	140,000
10-00-00-4811	Parks & Recreation Events	104,987	62,781	21,344	40,262	61,606	250,000	46,000	46,000	92,000
10-00-00-4815	Parks & Recreation Donations/Grants	1,053	2,715	41,993	151,124	193,117	242,395	1,000	1,000	2,000
10-00-00-4820	Police Donations/Grants	1,410	2,334	1,716	1,500	3,216	7,000	1,500	1,500	3,000
10-00-00-4823	Police - DARE Donations	6,819	12,978	5,450	8,600	14,050	10,000	6,500	6,500	13,000
Total Miscellaneous		239,213	173,992	136,856	252,486	389,342	589,395	125,000	125,000	250,000
10-00-00-4910	Transfers In	0	0	20,000	0	20,000	20,000	0	0	0
Total Transfers		0	0	20,000	0	20,000	20,000	0	0	0
10-00-00-4010	Carryover Balance	2,553,192	2,635,169	3,038,542	0	3,038,542	2,526,250	3,870,668	0	3,870,668
Total Carryover Balance		2,553,192	2,635,169	3,038,542	0	3,038,542	2,526,250	3,870,668	0	3,870,668
Total General Fund Revenues		10,374,237	10,602,672	11,543,693	8,876,370	20,420,063	20,155,885	12,825,568	9,230,440	22,056,008

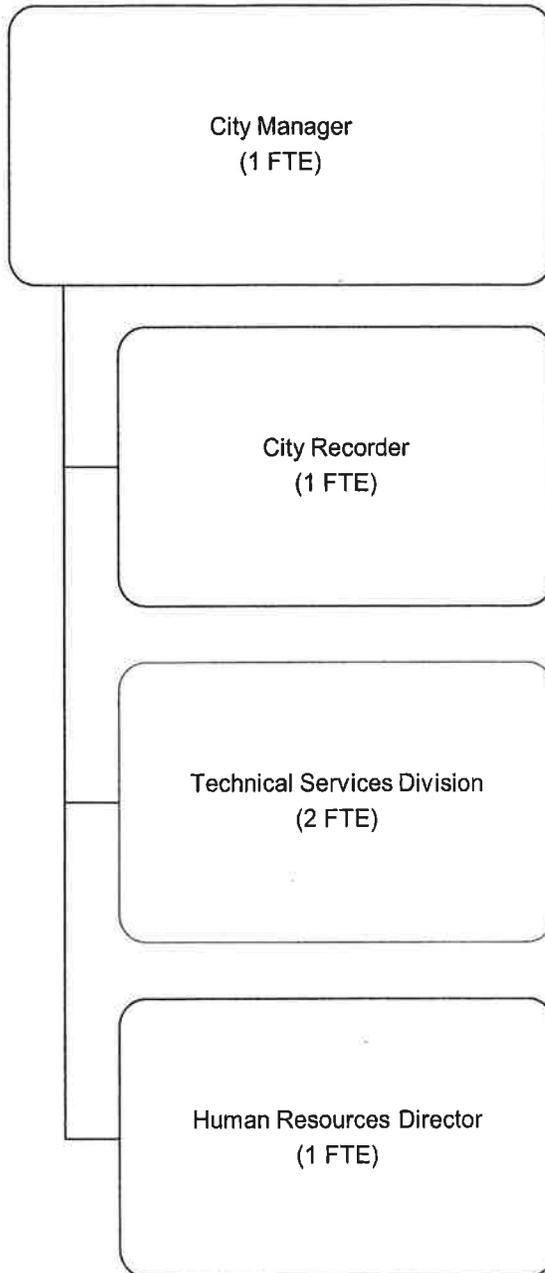
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Personnel Services	5,172,433	5,130,136	5,390,484	5,525,814	10,916,298	12,157,520	6,328,526	6,735,980	13,064,506
Materials & Services	2,422,242	2,481,583	2,582,872	2,487,276	5,070,148	5,543,250	2,784,700	2,874,600	5,659,300
Capital Outlay	45,894	105,205	94,573	255,158	349,731	439,195	225,000	135,000	360,000
Transfers	98,500	44,000	106,250	106,600	212,850	212,850	196,165	49,935	246,100
Contingency	0	0	0	0	0	180,000	0	180,000	180,000
Ending Balance	2,635,169	2,841,746	3,369,514	501,522	3,871,036	1,623,070	0	2,546,102	2,546,102
Total Requirements by Category	10,374,237	10,602,670	11,543,693	8,876,370	20,420,063	20,155,885	9,534,391	12,521,617	22,056,008



Description	2013/14 Actual	2014/15 Actual	2015/16 Actual	2016/17 Estimate	2015/17 Biennial Projected	2015/17 Biennial Budget	2017/18 Proposed	2018/19 Proposed	2017/19 Total Proposed Biennial Budget
General Fund - Administration	644,571	677,641	709,798	659,265	1,369,063	1,518,200	770,470	794,365	1,564,835
General Fund - City Enhancement	191,336	159,307	149,134	142,715	291,849	408,000	186,500	186,500	373,000
General Fund - Technical Services	498,411	508,746	574,088	492,237	1,066,325	1,134,050	594,690	629,440	1,224,130
General Fund - Mayor & Council	49,414	44,873	45,473	66,299	111,772	123,100	65,000	65,000	130,000
General Fund - Finance	762,600	721,836	770,925	726,995	1,497,920	1,617,300	791,329	829,210	1,620,539
General Fund - Parks	734,824	788,218	821,068	1,032,411	1,853,479	2,037,065	1,109,942	1,049,460	2,159,402
General Fund - Recreation	452,721	462,477	411,271	433,245	844,516	1,109,350	502,015	502,165	1,004,180
General Fund - Planning	374,975	357,516	456,097	516,939	973,036	1,126,150	608,560	641,970	1,250,530
General Fund - Police	3,811,730	3,872,535	4,005,654	4,056,022	8,061,676	8,801,750	4,574,720	4,907,470	9,482,190
General Fund - Interdepartmental	122,986	123,774	124,421	142,119	266,540	265,000	135,000	140,000	275,000
Transfers	98,500	44,000	106,250	106,600	212,850	212,850	196,165	49,935	246,100
Contingency	0	0	0	0	0	180,000	0	180,000	180,000
Ending Balance	2,635,169	2,841,746	3,369,514	501,522	3,871,036	1,623,070	0	2,546,102	2,546,102
Total Requirements by Program	10,374,237	10,602,669	11,543,693	8,876,370	20,420,063	20,155,885	9,534,391	12,521,617	22,056,008



**Administration Department
(5 FTE)**



OVERALL GOAL

City Manager – It is the mission of the City Manager to serve as Chief Administrative officer of the City; to provide administrative oversight of all city departments, service and activities in conformance with Council Policies, goals, and community visions; to analyze policy issues and advise the Council; and to effectively communicate with council, citizens and employees of the City.

City Recorder – It is the mission of the City Recorder to provide clerical support to the Mayor, City Council, and City Manager; to accurately maintain the legal record of the actions of the City Council and all boards and commissions to ensure the preservation and accessibility of information; to serve as Records Management official and provide assistance in response to citizen and interdepartmental information research needs; and to serve as elections official for the City of Central Point.

Human Resources Director - It is the mission of Human Resources Director to provide professional expertise in the recruitment, development, and leadership of a highly qualified, well-trained workforce for the City of Central Point.

Safety Training Specialist - Under the general direction of the Human Resources Director/Risk Manager the Safety and Training Specialist performs a wide variety of complex, professional work in areas relating to safety and risk management training/preparedness.

Key Objectives – City Manager

- Provide key information to the Mayor and Council to enable fulfillment of their stated goals and objectives
- Provide proactive leadership and effective administrative oversight for all departments
- Continuously strive for improved economic development, public services and customer satisfaction
- Promote public information efforts and activities
- Seek State and Federal funding/support for City of Central Point proposals
- Foster communication and inter-governmental cooperation with regional agencies
- Provide administration and staff support for Central Point's Development Commission/Agency

Key Objectives – City Recorder

- Improved accessibility via technology to Ordinances, Resolutions, Archived Records and Municipal Code Book
- Reduction in physical storage requirements for official records

Key Objectives – Human Resources Director / Safety Training Specialist

- Serve as a resource to city management staff on personnel matters
- Serve as a resource to city staff on employment and benefits
- Implement an effective performance appraisal system
- Oversee recruitment and selection process
- Promote workplace safety and strive to reduce liability and risk to the City

Key Performance Measures

Administration

- Complete annual management/department performance evaluations
- Conduct weekly management team meetings to review services and current events
- Continuously research and develop new resources and efficiencies
- Conduct annual citizen survey on a bi-annual basis
- Certification of election results
- Provide digital documents for easy access by staff and public
- Provide records management advice to departments for archive and destruction of old documents
- Publish the newsletter to monthly providing helpful information regarding city events and information
- Community/Media Outreach

Personnel Actions

- Number of positions filled
- Number of separations from employment
- Percentage of annual performance evaluations completed on time

Employee Benefits

- Percentage of employees participating in voluntary benefits (deferred comp, flexible spending, voluntary life, supplemental insurance)
- Amount of tax savings for employees and city from flexible spending account participation

Risk Management

- Number/cost of property/liability claims filed
- Number/cost of Worker's Comp claims filed
- Hours of safety training completed

City Council/Development Commission

- Provide Council with information and updates regarding Council directed goals and current events
- Coordinate with the Mayor and Council regarding inter-governmental cooperation
- Develop and review City Council/Development Commission agenda packets
- Provide a comprehensive agenda packet in a timely manner
- Post timely notices for public hearings and meetings allowing adequate notification for citizens
- Post electronic versions of agendas and minutes for Council, Commissions, and Committees on the website for access by the citizens of Central Point

Intergovernmental Agencies/Organizations

- Actively network with management groups, other government agencies and organizations for the purpose of supporting the community at-large and promoting City programs and projects
- Secure state and/or federal funding for City projects and proposals
- Communication/Public information
- Facilitate communication between City Department, City Council, and the Community
- Utilize a variety of communication methods to distribute City of Central Point information including publishing and mailing the City newsletter, electronic information (city website), and social media

2017/2019 Administration Department Goals

- Continued Financial Stability
- Quality Work Environment
- Public Engagement / Community Outreach
- Inter-Agency Coordination
- Updated Strategic Plan
- Facilities Modernization
- Proactive Business Engagement
- City Council Information
- 2019 Citizen Survey
- Annual Department Goal Report

Account	Description	2013/14 Actual	2014/15 Actual	2015/16 Actual	2016/17 Estimate	2015/17 Biennial Projected	2015/17 Biennial Budget	2017/18 Proposed	2018/19 Proposed	2017/19 Total Proposed Biennial Budget
10-10-00-5010	Salaries & Wages	322,337	297,441	340,560	299,450	640,010	635,600	318,430	330,975	649,405
10-10-00-5030	Part-time Wages	0	26,952	0	378	378	93,200	15,000	15,000	30,000
10-10-00-5560	City Taxes and Benefits	153,316	150,432	165,877	143,878	309,754	364,400	189,290	200,640	389,930
Total Personnel Services		475,653	474,825	506,437	443,705	950,142	1,093,200	522,720	546,615	1,069,335
10-10-00-6110	City Facilities Rental	24,000	24,000	24,000	24,000	48,000	48,000	24,000	24,000	48,000
10-10-00-6210	Advertising/Legal Notices	5,532	5,986	6,197	1,332	7,529	11,000	6,500	6,500	13,000
10-10-00-6230	Bank Fees	17	0	0	0	0	0	0	0	0
10-10-00-6270	Lease/Rentals	4,173	4,170	5,660	5,640	11,300	11,000	5,750	5,750	11,500
10-10-00-6280	Travel/Training	11,995	14,140	13,477	14,551	28,028	24,000	15,000	15,000	30,000
10-10-00-6350	Professional Services	75,481	84,653	101,148	125,314	226,462	205,000	125,000	125,000	250,000
10-10-00-6360	Contract/Other Services	29,517	51,545	29,725	19,286	49,011	65,000	35,000	35,000	70,000
10-10-00-6470	Employee Involvement Programs	3,619	4,334	9,783	5,968	15,751	13,000	10,000	10,000	20,000
10-10-00-6520	Equipment Repair/Maintenance	0	0	0	0	0	2,000	1,000	1,000	2,000
10-10-00-6610	Books/Publications	1,815	2,167	643	4,114	4,757	7,000	3,500	3,500	7,000
10-10-00-6640	Dues/Licenses	2,984	926	5,810	10,978	16,789	9,000	6,500	6,500	13,000
10-10-00-6650	Food	792	1,676	2,066	1,872	3,938	4,000	2,500	2,500	5,000
10-10-00-6680	Office/Shop Supplies	2,928	2,436	2,012	874	2,886	7,000	3,500	3,500	7,000
10-10-00-6690	Postage	2,845	1,915	906	647	1,553	6,000	3,000	3,000	6,000
10-10-00-6695	Sm. Equip/Tools/Furniture	443	3,793	1,357	414	1,771	5,000	2,500	2,500	5,000
10-10-00-6740	Phone/Internet	2,777	1,075	576	570	1,146	8,000	4,000	4,000	8,000
Total Materials & Services		168,918	202,816	203,361	215,559	418,921	425,000	247,750	247,750	495,500
Total Administration		644,571	677,641	709,798	659,265	1,369,063	1,518,200	770,470	794,365	1,564,835

OVERALL GOAL

It is the mission of the City of Central Point to build and maintain a highly livable community by working in harmony and being a catalyst for partnership with all members of the community, public and private.

KEY OBJECTIVES

- A clean and attractive city with parks, open spaces and recreational opportunities
- Planned growth that will retain our small town atmosphere
- Professional service-oriented public safety policy to promote safety and security
- Transportation and infrastructure system that is modern, efficient and environmentally sensitive
- Provide the highest level of service possible in the most efficient and responsible manner
- Identify and leverage mutually advantageous marketing and tourism promotion opportunities with local partners
- Foster City of Central Point / Central Point Chamber of Commerce relations

KEY PERFORMANCE MEASURES

- Programs are in place to promote a clean and attractive city
- Use Hotel/Motel tax to promote tourism and therefore support Central Point businesses
- Assist the income challenged residents of our city
- Provide entertainment in City parks
- Establish a recognized brand/image for the City
- Promote the City's 'user friendly' reputation amongst the development, building and business communities



Account	Description	2013/14 Actual	2014/15 Actual	2015/16 Actual	2016/17 Estimate	2015/17 Biennial Projected	2015/17 Biennial Budget	2017/18 Proposed	2018/19 Proposed	2017/19 Total Proposed Biennial Budget
10-10-15-6410	Community Events	8,902	0	9,514	3,542	7,085	24,000	12,000	12,000	24,000
10-10-15-6420	Downtown Revitalization	27,271	30,668	18,091	18,170	36,340	60,000	32,500	32,500	65,000
10-10-15-6421	City Financing/Loans	0	0	0	0	0	0	0	0	0
10-10-15-6422	Utility Discount	11,522	9,793	9,966	9,564	19,129	30,000	10,000	10,000	20,000
10-10-15-6437	Parks & Recreation Donation (BOB)	9,471	10,000	0	0	0	50,000	10,000	10,000	20,000
10-10-15-6440	Food and Friends Program	12,000	12,000	12,000	12,000	24,000	24,000	12,000	12,000	24,000
10-10-15-6450	Tourism Promotion	122,169	96,845	99,565	99,439	198,877	220,000	110,000	110,000	220,000
Total Materials & Services		191,336	159,307	149,134	142,715	285,431	408,000	186,500	186,500	373,000
Total City Enhancement		191,336	159,307	149,134	142,715	285,431	408,000	186,500	186,500	373,000



OVERALL GOAL

Technical Services Division primary goal is to ensure the city's core technology infrastructure operates consistently and efficiently while also providing technology related services to all departments in support of their unique applications.

KEY OBJECTIVES

- Implement City disaster recovery system that will replicate all city data to an offsite data center
- Upgrade the audio visual systems in the Police training room, council chambers, and city hall conference rooms
- Implement eCitation handheld computers for the Police department
- Install cameras at Don Jones and Pfaff parks
- Implement an e-mail archiving system
- Upgrade Police body cameras and video storage system
- Implement additional Laserfiche automation software
- Implement Cartegraph asset scenario builder

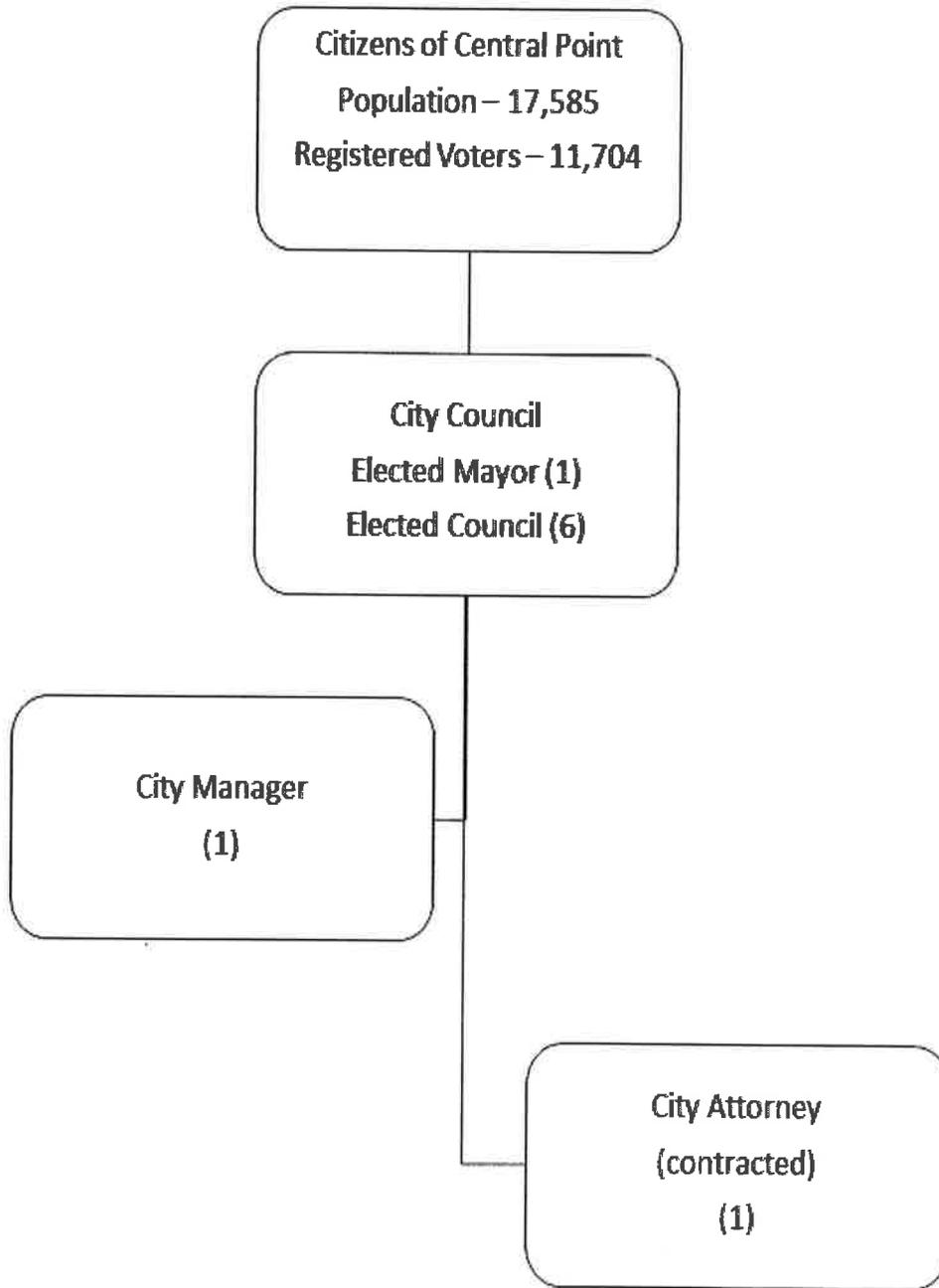
KEY PERFORMANCE MEASURES

- City disaster recovery system
- Audio visual system upgrade
- eCitation handheld computers
- Park cameras installed
- Police body camera and video storage upgrade
- Laserfiche automation software expansion
- Cartegraph asset scenario builder



Account	Description	2013/14 Actual	2014/15 Actual	2015/16 Actual	2016/17 Estimate	2015/17 Biennial Projected	2015/17 Biennial Budget	2017/18 Proposed	2018/19 Proposed	2017/19 Total Proposed Biennial Budget
10-10-35-5010	Salaries & Wages	152,049	159,202	165,531	170,091	340,182	351,300	184,270	195,170	379,440
10-10-35-5020	Overtime Wages	1,356	2,631	203	451	901	6,000	3,000	3,000	6,000
10-10-35-5560	City Taxes and Benefits	65,859	68,578	70,090	72,070	144,139	161,750	89,170	97,020	186,190
	Total Personnel Services	219,263	230,410	235,824	242,611	485,222	519,050	276,440	295,190	571,630
10-10-35-6110	City Facilities Rental	5,000	5,000	10,000	10,000	20,000	20,000	10,000	10,000	20,000
10-10-35-6280	Travel/Training	10,578	10,709	18,751	9,496	28,247	20,000	10,000	10,000	20,000
10-10-35-6350	Professional Services	120	11,196	1,176	3,000	4,176	15,000	5,000	5,000	10,000
10-10-35-6360	Contract/Other Services	1,281	3,162	475	2,402	2,877	5,500	2,500	2,500	5,000
10-10-35-6550	Computer Software Maintenance	85,586	71,674	115,817	115,817	231,634	226,000	154,500	162,000	316,500
10-10-35-6610	Books/Publications	0	10	0	45	45	1,000	500	500	1,000
10-10-35-6630	Computer Hardware/Software	127,770	81,790	92,022	59,521	151,544	140,500	51,500	60,000	111,500
10-10-35-6640	Dues/Licenses	0	99	299	0	299	1,000	250	250	500
10-10-35-6680	Office/Shop Supplies	410	1,171	750	545	1,295	2,000	1,000	1,000	2,000
10-10-35-6695	Sm. Equip/Tools/Furniture	2,144	2,787	700	1,368	2,068	4,000	2,000	2,000	4,000
10-10-35-6740	Phone/Internet	22,683	24,619	25,647	24,432	50,079	50,000	31,000	31,000	62,000
	Total Materials & Services	255,573	212,217	265,636	226,626	492,264	485,000	268,250	284,250	552,500
10-10-35-7152	Computer Hardware/Software	23,575	66,119	72,627	23,000	95,627	130,000	50,000	50,000	100,000
	Total Capital Outlay	23,575	66,119	72,627	23,000	95,627	130,000	50,000	50,000	100,000
	Total Technical Services	498,411	508,746	574,088	492,237	1,073,113	1,134,050	594,690	629,440	1,224,130

Mayor & City Council



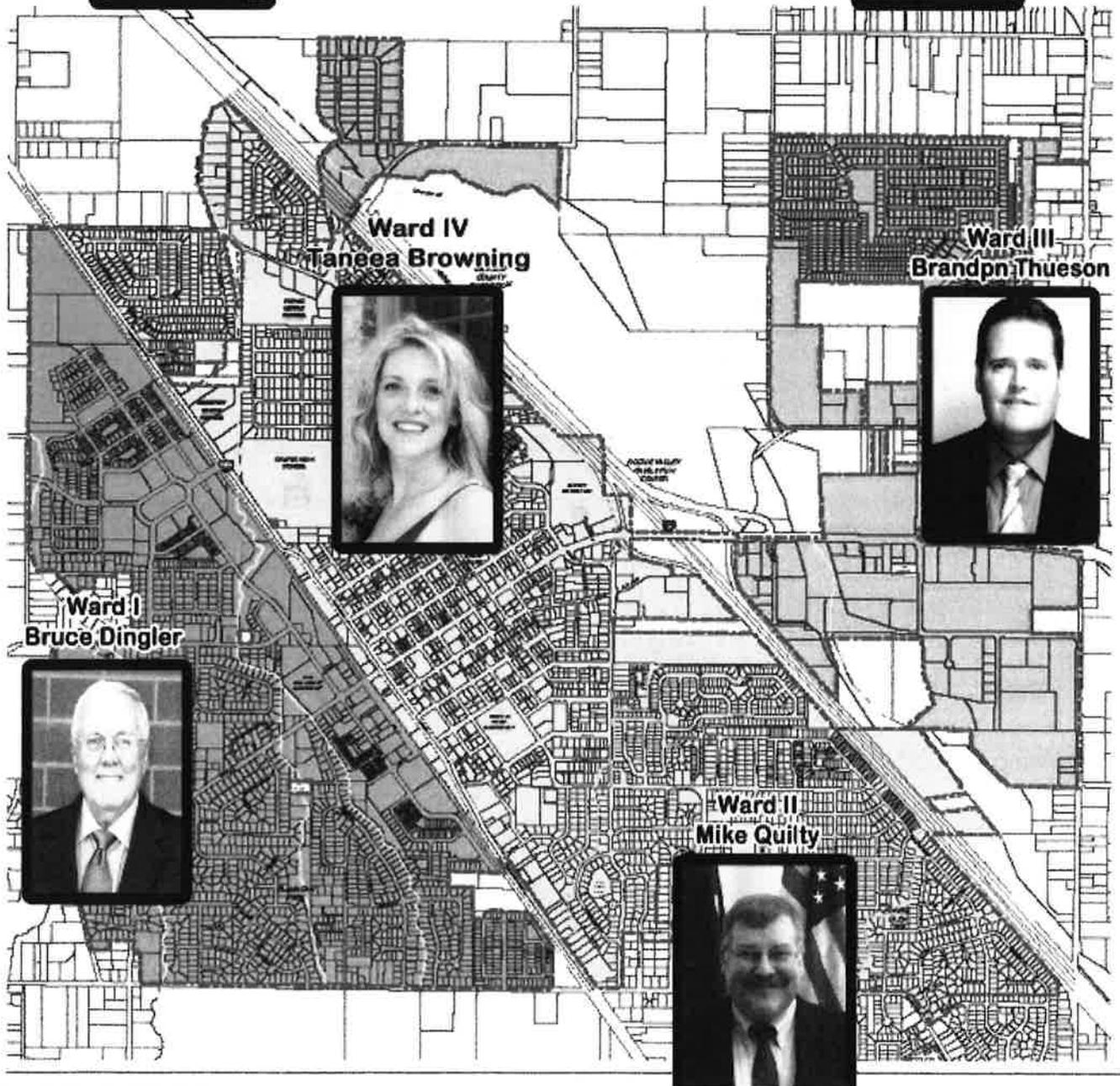
**Mayor
Hank Williams**



**At Large
Allen Broderick**



**At Large
Rob Hernandez**



**Ward IV
Tanea Browning**



**Ward III
Brandt Thueson**



**Ward I
Bruce Dingler**



**Ward II
Mike Quilty**



MAYOR & COUNCIL 2017-2019

- **Hank Williams, Mayor**
- **Bruce Dingle, Councilor Ward I**
- **Mike Quilty, Councilor Ward II**
- **Brandon Thueson, Councilor Ward III**
- **Tanea Browning, Councilor Ward IV**
- **Allen Broderick, Councilor At-Large**
- **Rob Hernandez, Councilor At-Large**

OVERALL GOAL

The mission of the Mayor and Council is to effectively represent the citizens of Central Point and provide leadership as the policy-making body of the City.

KEY OBJECTIVES

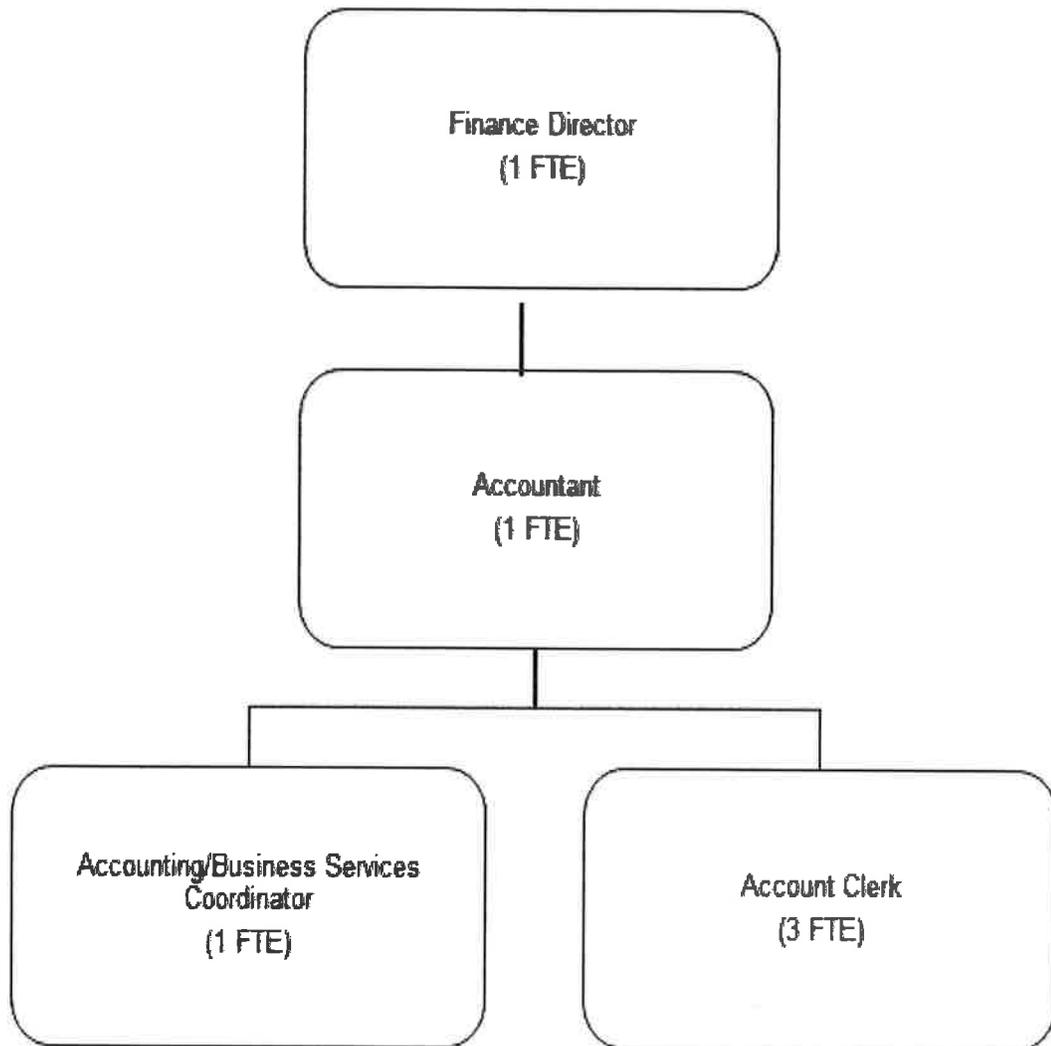
- Adopt policies through ordinances and the budget reflecting Council goals, objectives, and community vision
- Ambassadors of the City by maintaining effective communications with citizens
- Maintain relationships with other governmental agencies whose programs affect the City
- Embrace community values
- A pragmatic approach to local government that serves the public interest while offering proactive solutions to our customers

KEY PERFORMANCE MEASURES

- Planned growth that retains a "small town" atmosphere
- Professional service-oriented public safety practices that promote the safety and security of citizens
- Transportation and infrastructure system that is modern, efficient, and environmentally sound
- Clean and attractive city with parks, open spaces and recreational opportunities
- Highest level of service possible, provided efficiently and responsibly
- Efficient and professional service for the development, building and business communities

Account	Description	2013/14 Actual	2014/15 Actual	2015/16 Actual	2016/17 Estimate	2015/17 Biennial Projected	2015/17 Biennial Budget	2017/18 Proposed	2018/19 Proposed	2017/19 Total Proposed Biennial Budget
10-15-00-5010	Salaries & Wages	13,800	13,500	13,800	13,950	27,750	27,600	13,800	13,800	27,600
10-15-00-5560	City Taxes and Benefits	1,109	1,084	1,109	1,121	2,229	3,000	1,200	1,200	2,400
	Total Personnel Services	14,909	14,584	14,909	15,071	29,979	30,600	15,000	15,000	30,000
10-15-00-6280	Travel/Training	1,765	3,105	5,025	9,447	14,471	14,000	8,500	8,500	17,000
10-15-00-6350	Professional Services	2,000	763	0	0	0	4,000	2,000	2,000	4,000
10-15-00-6410	Community Events	2,660	0	142	265	406	15,000	7,500	7,500	15,000
10-15-00-6640	Dues/Licenses	24,452	22,693	20,497	35,223	55,720	50,000	25,000	25,000	50,000
10-15-00-6650	Food	1,104	1,327	1,960	1,794	3,754	2,500	2,500	2,500	5,000
10-15-00-6680	Office/Shop Supplies	1,549	1,577	1,235	2,190	3,425	4,000	2,000	2,000	4,000
10-15-00-6740	Phone/Internet	974	824	1,706	2,311	4,016	3,000	2,500	2,500	5,000
	Total Materials & Services	34,505	30,288	30,564	51,229	81,793	92,500	50,000	50,000	100,000
	Total Mayor & Council	49,414	44,873	45,473	66,300	111,772	123,100	65,000	65,000	130,000

**Finance Department
(6 FTE)**



OVERALL GOAL

It is the mission of the Finance Department to facilitate informed decision making for the City Council and the organization to improve the City's financial strength and viability for current and future generations, and to provide optimal financial services to a wide range of constituents including the City Council, community members, taxpayers, businesses, agencies and the employees of the City. The Finance Department staff is committed to best practices that provide for timely, accurate, clear and complete information, and ensures that the City's financial resources are collected, protected, invested and distributed in a fiscally responsible manner.

Key Objectives

- To provide professional and cost effective financial services for accounting, debt management, asset management, payroll, accounts payable, accounts receivable, business licenses, grant management, utility billing, purchasing, and municipal court services
- To prepare an exemplary Comprehensive Annual Financial Report (CAFR)
- To develop the City's biennial budget for presentation, review, and the final document
- To protect the policy-making ability of the City Council and City Manager by ensuring that decisions are not controlled by preventable financial problems
- To encourage and facilitate education, information sharing, and teamwork within the department, the City, and Finance professional group in the Rogue Valley

Key Performance Measures

- Number of audit findings
- Award of the GFOA Certificate of Achievement for excellence in financial reporting
- Meet or exceed the fund balance carryover threshold as set in the Financial Policy
- Number of hosted in-house trainings for Staff and meetings of the RVGF Group
- Changes in software or work processes that improve cost/time efficiency and provide for transparency in reporting

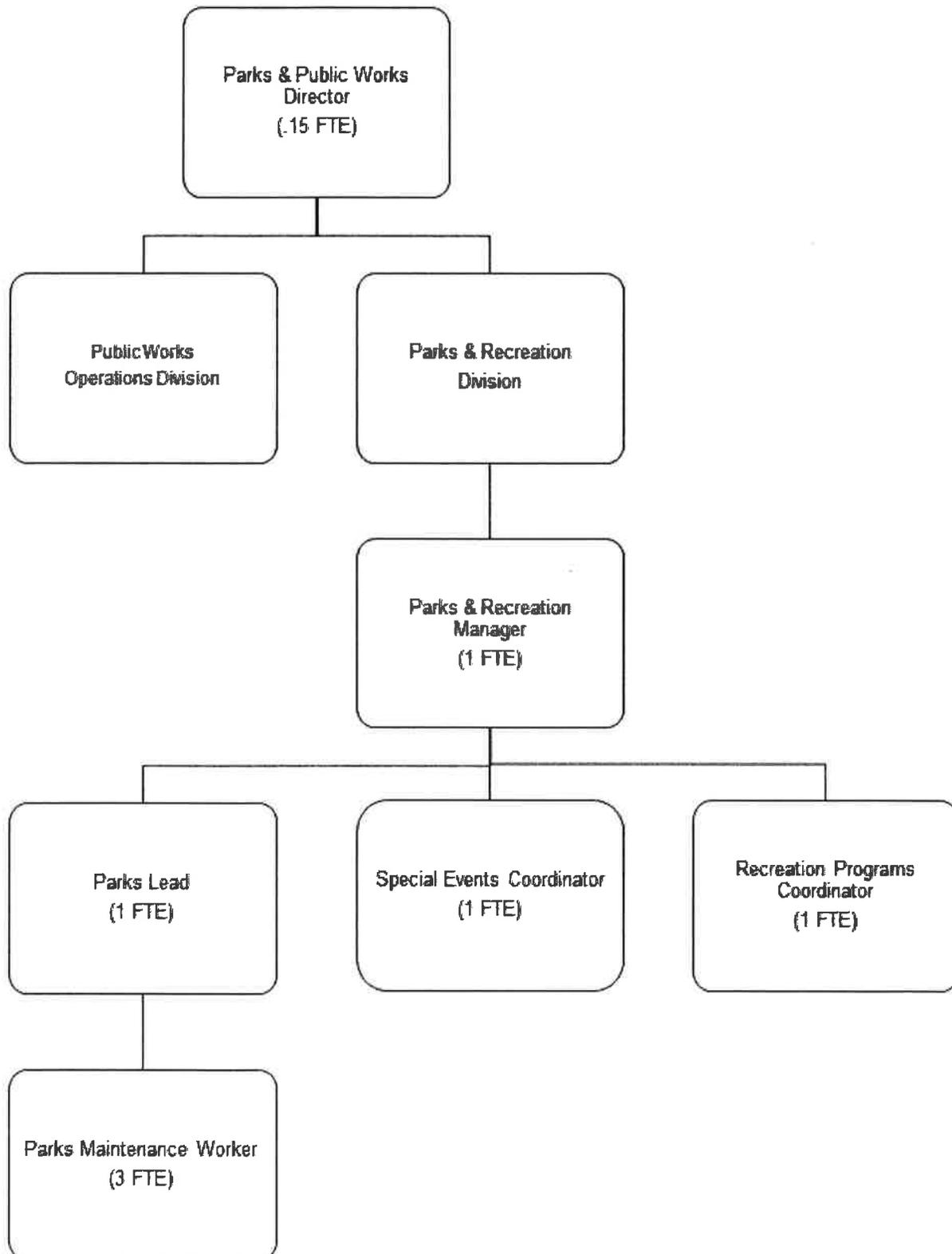
2017/2019 Department Goals

- GFOA Certificate of Achievement national "Excellence in Financial Reporting" annual award
- Zero audit findings: oversight and perfecting of processes, internal controls, and accounting to prevent material findings
- Review and update written Finance procedures for front office internal controls and work flow, as needed, to keep up changing standards, regulations, and/or "best practices"
- Review and update content of Finance information on website
- Review and update ordinances relating to Finance
- Continue annual hotel tax audit, on a rotational basis, using professional services and staff time
- Continue to implement Laserfiche enhancements to improve finance processes
- Continue the facilitation of Rogue Valley Finance Officers Group meetings and peer relationships



Account	Description	2013/14	2014/15	2015/16	2016/17	2015/17	2015/17	2017/18	2018/19	2017/19
		Actual	Actual	Actual	Estimate	Biennial Projected	Biennial Budget	Proposed	Proposed	Total Proposed Biennial Budget
10-20-00-5010	Salaries & Wages	359,402	338,449	364,820	342,425	707,245	756,400	365,309	381,090	746,399
10-20-00-5020	Overtime Wages	0	0	854	691	1,545	4,000	1,000	1,000	2,000
10-20-00-5030	Part-time Wages	0	930	0	0	0	0	0	0	0
10-20-00-5560	City Taxes and Benefits	196,657	177,452	193,465	185,194	378,659	419,500	225,120	244,220	469,340
	Total Personnel Services	556,059	516,831	559,140	528,310	1,087,450	1,179,900	591,429	626,310	1,217,739
10-20-00-6110	City Facilities Rental	35,700	35,700	34,700	34,700	69,400	69,400	34,700	34,700	69,400
10-20-00-6210	Advertising/Legal Notices	2,317	2,260	1,210	0	1,210	3,000	1,300	1,300	2,600
10-20-00-6230	Bank/VISA Fees	36,703	41,944	48,322	59,475	107,797	90,000	50,000	50,000	100,000
10-20-00-6260	Printing/Binding	17,130	13,388	14,958	1,186	16,144	29,000	14,000	15,000	29,000
10-20-00-6280	Travel/Training	7,675	9,002	8,365	2,742	11,107	21,000	7,500	7,500	15,000
10-20-00-6350	Professional Services	55,444	59,456	54,309	43,000	97,309	98,000	38,000	40,000	78,000
10-20-00-6360	Contract/Other Services	12,302	7,685	9,468	19,382	28,850	34,000	14,500	14,500	29,000
10-20-00-6520	Equipment Repair/Maintenance	362	0	0	0	0	1,000	500	500	1,000
10-20-00-6640	Dues/Licenses	3,062	2,342	2,750	3,370	6,120	5,000	3,000	3,000	6,000
10-20-00-6680	Office/Shop Supplies	1,566	2,123	1,443	4,695	6,138	15,000	3,100	3,100	6,200
10-20-00-6690	Postage	30,517	28,401	34,245	28,069	62,315	64,000	31,000	31,000	62,000
10-20-00-6695	Sm Equip/Tools/Furniture	768	646	675	900	1,575	2,000	1,000	1,000	2,000
10-20-00-6740	Phone/Internet	2,995	2,059	1,339	1,166	2,505	6,000	1,300	1,300	2,600
	Total Materials & Services	206,542	205,005	211,786	198,685	410,471	437,400	199,900	202,900	402,800
	Total Finance	762,600	721,836	770,925	726,995	1,497,920	1,617,300	791,329	829,210	1,620,539

**Parks & Recreation Division
(7.15 FTE)**



OVERALL GOAL

The goal of the Parks Department is to provide landscape management within the 13 parks, 140 acres of green space and 1.5 miles of trail system that offers varied, safe, attractive and modern places for public recreation and a cleaner, more beautiful city. We strive to preserve, enhance, and protect all green spaces in Central Point which enrich the quality of life for present and future generations in a safe and secure environment. We endeavor to provide partnerships with schools, business', and civic organizations that foster ownership and commitment to preservation of Central Point green space.

KEY OBJECTIVES

- Active part of planning for new parks.
- Implementation of a computer software program that can track maintenance and infrastructure needs in parks and green spaces
- Evaluation of current maintenance practices to ensure that park standards are in alignment with best practices for park maintenance
- Work with schools and civic organizations to provide projects in an effort to increase a sense of ownership and commitment to parks facilities which can reduce vandalism
- Continue work on partnership that will help reduce invasive species throughout the park system
- Work with Storm Water Specialist to ensure that plantings meet with guidelines along stream beds and help to maintain the Tree City USA designation
- Increase web presence with Facebook, twitter, and youtube
- Continue work to meet guidelines set in ADA Plan to finalize replacement of non-compliant fall material in parks
- Continue Tree City USA program which includes an Arbor Day event and tree awareness
- Work with Age Friendly Innovators on completion of a new park in the Twin Creeks Development

KEY PERFORMANCE MEASURES

- Evaluate current maintenance contracts to ensure quality and cost effectiveness
- Show improvement in park efficiencies in maintenance practices
- Provide evidence of increase in citizen, business and agency partnerships which reduce costs and reliance on general fund dollars
- Tracking for customer concerns, compliments and maintenance issues to improve delivery of services through parks department

DEPARTMENTAL CAPITAL GOALS

- Large Parks Grant – Intergenerational Park Implantation
- Planning for White Hawk Park
- New Playground at Pfaff Park
- New Structures at Skyrman Park
- Summerfield Park Planning
- Greenway Safety Planning

Account	Description	2013/14 Actual	2014/15 Actual	2015/16 Actual	2016/17 Estimate	2015/17 Biennial Projected	2015/17 Biennial Budget	2017/18 Proposed	2018/19 Proposed	2017/19 Total Proposed Biennial Budget
10-40-45-5010	Salaries & Wages	228,293	231,231	230,947	267,062	498,009	569,970	292,962	304,880	597,842
10-40-45-5020	Overtime Wages	7,203	3,731	4,857	4,192	9,050	13,000	6,500	6,500	13,000
10-40-45-5560	City Taxes and Benefits	131,175	131,494	132,773	154,325	287,098	300,000	192,580	204,680	397,260
	Total Personnel Services	366,471	367,356	368,578	425,579	794,156	882,970	492,042	516,060	1,008,102
10-40-45-6110	City Facilities Rental	23,800	23,800	23,800	23,800	47,600	47,600	24,000	25,000	49,000
10-40-45-6120	City Equipment Rental	30,000	32,000	32,000	36,000	68,000	68,000	36,500	37,000	73,500
10-40-45-6270	Lease/Rentals	0	0	0	400	400	2,000	1,000	1,000	2,000
10-40-45-6280	Travel/Training	2,491	3,602	5,726	500	6,226	6,500	6,150	6,150	12,300
10-40-45-6350	Professional Services	1,075	1,821	20,973	67,241	88,213	106,500	15,000	15,000	30,000
10-40-45-6360	Contract/Other Services	151,489	156,698	123,985	89,149	213,234	211,700	120,000	120,000	240,000
10-40-45-6530	Building/Grounds Maintenance	82,158	100,826	140,502	111,559	252,061	255,000	128,000	140,000	268,000
10-40-45-6531	Tree Maintenance: Tree City USA	0	7,103	22,825	0	22,825	18,000	35,850	35,850	71,700
10-40-45-6610	Books/Publications	0	75	0	0	0	400	200	200	400
10-40-45-6620	Clothing Allowance	946	1,462	1,672	600	2,272	3,000	3,000	3,000	6,000
10-40-45-6640	Dues/Licenses	0	410	0	0	0	1,100	500	600	1,100
10-40-45-6680	Office/Shop Supplies	1,277	2,297	2,422	2,249	4,671	6,000	3,000	3,000	6,000
10-40-45-6695	Sm Equip/Tools/Furniture	1,972	1,783	2,152	118	2,270	9,200	12,000	2,900	14,900
10-40-45-6720	Electric	36,248	35,600	41,809	30,039	71,848	70,000	37,500	37,500	75,000
10-40-45-6730	Natural Gas	2,536	1,960	1,664	35	1,699	4,400	2,600	2,600	5,200
10-40-45-6740	Phone/Internet	4,521	4,874	3,322	4,873	8,195	11,000	5,600	5,600	11,200
10-40-45-6750	Water/Sewer/Stormwater	7,622	7,467	7,693	8,113	15,806	24,500	12,000	13,000	25,000
	Total Materials & Services	346,035	381,776	430,545	374,675	805,219	844,900	442,900	448,400	891,300
10-40-45-7000	Prior Year Capital Improvements	10,625	42,491	0	0	0	0	0	0	0
10-40-45-7000	Resurface Tennis Courts	0	0	0	0	0	0	50,000	25,000	75,000
10-40-45-7000	Pfaff Park Restoration/ADA Compliance	0	0	0	0	0	0	90,000	0	90,000
10-40-45-7000	Don Jones Park Concession Stand	0	0	0	0	0	0	35,000	0	35,000
10-40-45-7204	Parks - Willie Mott	0	0	0	4,909	4,909	60,000	0	0	0
10-40-45-7234	Parks - Skyman Arboretum	11,693	-3,405	21,946	227,249	249,195	249,195	0	60,000	60,000
	Total Capital Projects	22,318	39,086	21,946	232,158	254,103	309,195	175,000	85,000	260,000
	Total Parks	734,824	788,218	821,068	1,032,411	1,853,479	2,037,065	1,109,942	1,049,460	2,159,402

OVERALL GOAL

The goal of the Central Point Recreation Department is to provide diverse year-round leisure opportunities through the recreational programs, events and services which respond to changing needs within our community. The benefits of leisure services are especially designed to meet the physical, mental, cultural, and social needs of the residents and visitors to our community, while enhancing the overall quality of life in Central Point.

KEY OBJECTIVES

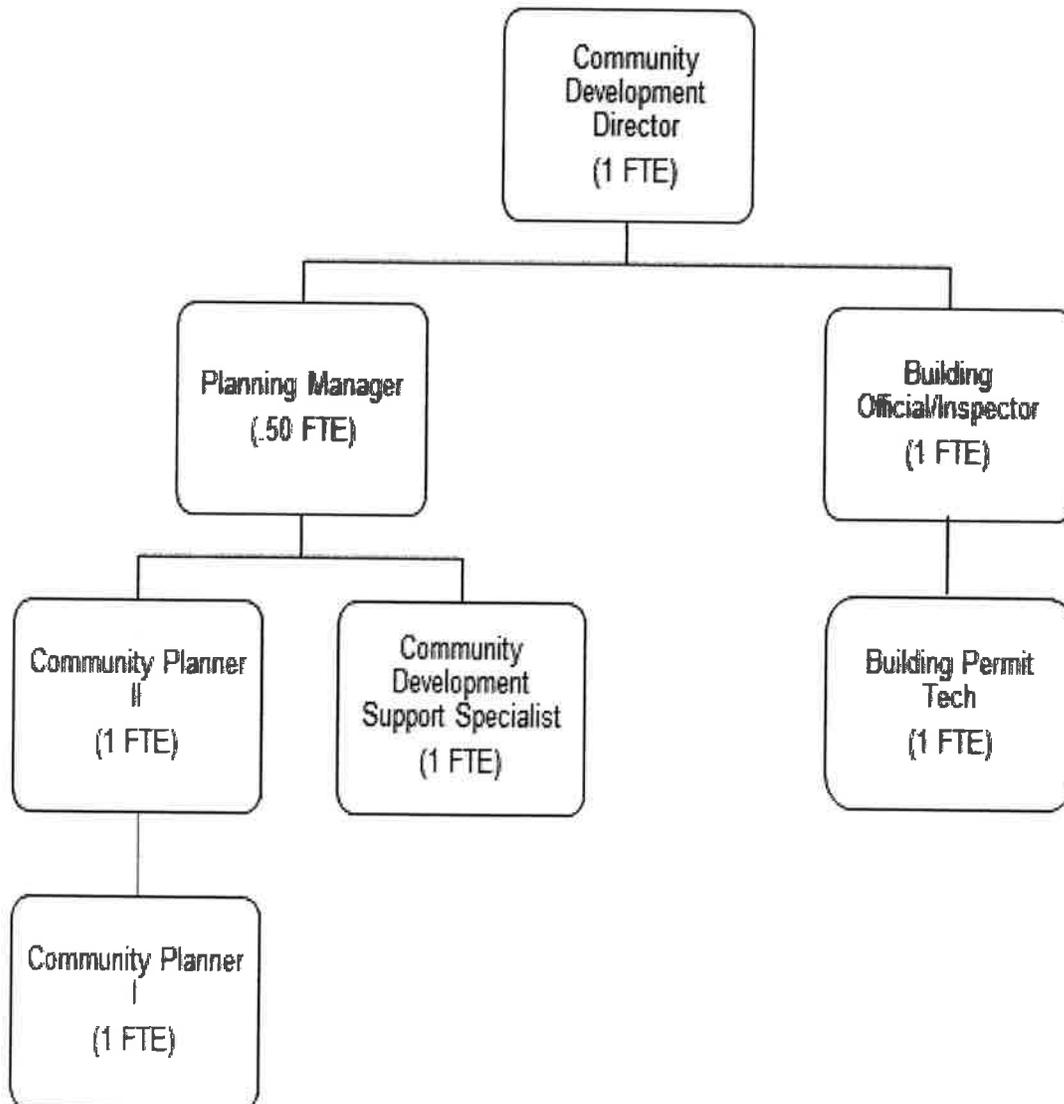
- Master Plan Implementation – Look at focusing efforts on top 5 items listed within the plan.
- Continue with current partnerships and develop new ties and improved community relationships with the overall intent of providing a wider variety of cooperative ventures
- Improve the quality and number of our recreational programs and special events
- Maintain and improve the department's general fiscal condition through events and additional recreational programs
- Continue to increase marketing of our branded material to increase awareness of programs
- Expansion of our rental/sponsorship programs and seeking out other sources that provides alternate revenue for both parks and recreation
- Continue to improve guidelines using best practices from other agencies and establish better ways to track performance measures
- Continue partnerships with EXPO, Chamber, Friends of the Central Point Cemetery, Tree Committee, Jackson County Community Garden Coalition, Age Friendly Innovators, The Greenway Foundation and Central Point School District #6
- Commit to meet with Medford, Ashland, and Eagle Point Parks Departments to gain insight into their offerings and ensure there are not large amounts of duplication of services
- Expand customer base to ensure that diverse populations are being served thru social media.
- Continue looking for grant opportunities to reduce the dependence on general fund dollars.

KEY PERFORMANCE MEASURES

- Total participants in recreation programs
- Increase in participation in recreation programs by age groups
- Number of health and fitness classes
- Special Events Attendance Per Event
- Number of Volunteer Hours

Account	Description	2013/14 Actual	2014/15 Actual	2015/16 Actual	2016/17 Estimate	2015/17 Biennial Projected	2015/17 Biennial Budget	2017/18 Proposed	2018/19 Proposed	2017/19 Total Proposed Biennial Budget
10-40-53-5010	Salaries & Wages	126,873	130,287	123,428	127,487	250,915	263,200	129,480	135,705	265,185
10-40-53-5020	Overtime Wages	3,451	1,879	2,640	1,876	4,516	9,000	2,500	2,500	5,000
10-40-53-5560	City Taxes and Benefits	62,968	63,401	59,557	62,777	122,344	138,750	73,135	79,560	152,695
	Total Personnel Services	193,292	195,567	185,636	192,139	377,775	410,950	205,115	217,765	422,880
10-40-53-6110	City Facilities Rental	24,000	24,000	34,500	34,500	69,000	69,000	35,000	35,000	70,000
10-40-53-6210	Advertising/Legal Notices	0	226	3,822	0	3,822	8,000	5,200	5,200	10,400
10-40-53-6230	Bank/VISA Fees	2,379	0	0	0	0	7,200	4,600	4,600	9,200
10-40-53-6260	Printing/Binding	17,332	18,012	20,752	26,612	47,364	39,200	25,000	25,000	50,000
10-40-53-6270	Lease/Rentals	0	0	0	0	0	2,000	1,500	1,500	3,000
10-40-53-6280	Travel/Training	5,804	4,005	7,337	10,179	17,516	14,500	8,000	8,000	16,000
10-40-53-6350	Professional Services	1,520	1,671	7,044	0	7,044	4,000	15,000	2,000	17,000
10-40-53-6360	Contract Services - Recreation	56,030	62,043	61,630	47,078	108,708	113,300	43,500	43,500	87,000
10-40-53-6370	Instructors	10,515	9,170	9,810	9,210	19,020	30,000	23,000	23,000	46,000
10-40-53-6410	Community Events	0	4,172	17,945	4,496	22,441	16,500	20,300	20,300	40,600
10-40-53-6411	Community Events - Battle of the Bones	86,790	81,218	885	39,900	40,785	200,000	38,000	38,000	76,000
10-40-53-6412	Community Events - BOB Music	0	5,000	0	10,000	10,000	11,100	0	0	0
10-40-53-6413	Community Events - Children's Pre-K	0	1,593	3,849	2,250	6,099	12,200	2,500	2,500	5,000
10-40-53-6414	Community Events - Christmas	0	2,802	4,574	3,068	7,643	6,400	4,000	4,000	8,000
10-40-53-6415	Community Events - Egg Hunt	0	2,478	3,036	3,000	6,036	6,000	4,000	4,000	8,000
10-40-53-6416	Community Events - July 4th	0	1,419	3,847	3,500	7,347	12,500	6,000	6,000	12,000
10-40-53-6435	Recreation Programs	34,977	25,807	22,852	14,987	47,839	64,000	30,000	30,000	60,000
10-40-53-6520	Equipment Repair/Maintenance	1,298	0	0	0	0	5,000	0	0	0
10-40-53-6530	Building/Grounds Maintenance	62	2,200	769	1,640	2,409	5,000	4,250	4,250	8,500
10-40-53-6610	Books/Publications	0	0	159	0	159	1,000	450	450	900
10-40-53-6630	Computer Hardware/Software	4,258	7,133	2,624	2,778	5,402	16,500	3,000	3,000	6,000
10-40-53-6640	Dues/Licenses	1,325	640	640	1,656	2,296	2,400	1,700	1,700	3,400
10-40-53-6680	Office/Shop Supplies	744	2,713	3,829	1,652	5,480	9,000	4,500	4,500	9,000
10-40-53-6690	Postage	6,814	6,872	5,126	8,862	13,987	19,300	10,100	10,100	20,200
10-40-53-6695	Sm Equip/Tools/Furniture	0	0	5,730	3,058	8,787	4,000	1,800	2,200	4,000
10-40-53-6720	Electric	2,591	2,393	2,429	1,871	4,301	5,300	2,700	2,800	5,500
10-40-53-6740	Phone/Internet	2,991	1,343	2,447	809	3,256	5,000	2,800	2,800	5,600
	Total Materials & Services	259,429	266,911	225,635	241,106	466,741	698,400	296,900	284,400	581,300
	Total Recreation	452,721	462,477	411,271	433,245	844,516	1,109,350	502,015	502,165	1,004,180

**Community Development Department
(6.5 FTE)**



OVERALL GOAL

Planning Division – The overall goal of the Planning Division is to enhance the quality of life for the current and future residents and businesses of Central Point as defined in the Central Point Strategic Plan, the Statewide Planning Goals and the City's long range and current land use planning program. The Community Development Department will make every effort to provide opportunities for public participation in the City's planning progress.

KEY OBJECTIVES

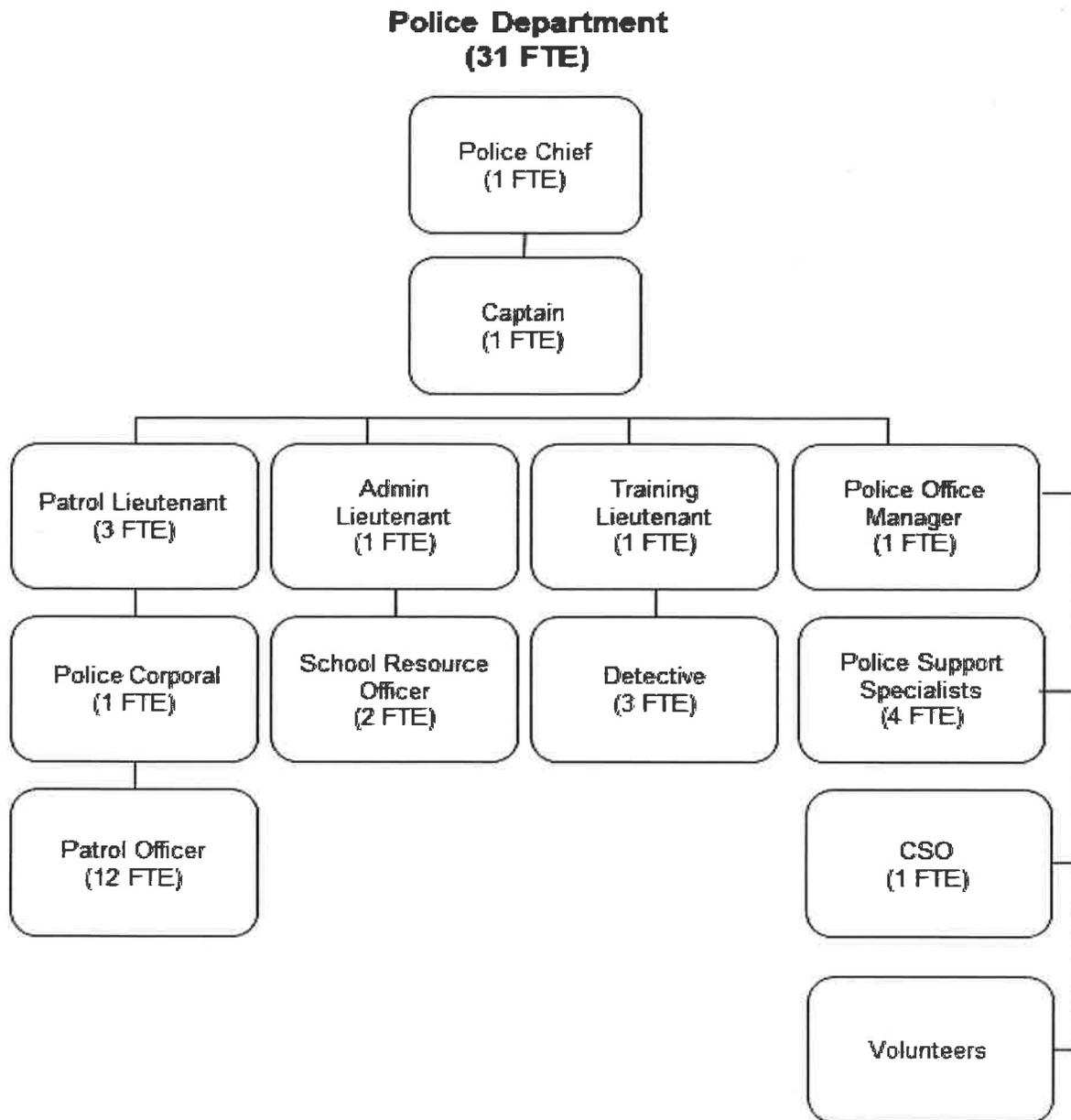
- Ensure the effective integration of land use, public works infrastructure, building construction and overall economic development in the context of the growing population and employment base
- Give a practical effect to the Comprehensive and Strategic plans through the enforcement of the local ordinances and through transparent public involvement

KEY PERFORMANCE MEASURES

- Complete and implement regional plan and its conditions
- Conclude employment based urban growth boundary expansion(s)
- Update elements of the Central Point comprehensive plan including housing, public facilities, transportation, parks and recreation and urbanization
- Update City's land division ordinance
- Adopt a 5-Year urban renewal project program and complete annual report
- Facilitate monthly destination business meetings, broaden participation and establish a cooperative for City marketing



Account	Description	2013/14 Actual	2014/15 Actual	2015/16 Actual	2016/17 Estimate	2015/17 Biennial Projected	2015/17 Biennial Budget	2017/18 Proposed	2018/19 Proposed	2017/19 Total Proposed Biennial Budget
10-50-00-5010	Salaries & Wages	170,348	143,052	215,099	264,266	479,365	547,900	285,260	301,870	587,130
10-50-00-5020	Overtime Wages	0	289	0	0	0	3,000	1,500	1,500	3,000
10-50-00-5030	Part-time Wages	56,680	57,359	55,452	54,569	110,021	118,400	69,770	72,540	142,310
10-50-00-5560	City Taxes and Benefits	80,330	74,017	111,264	136,436	247,700	305,250	170,930	135,960	356,890
	Total Personnel Services	307,357	274,717	381,815	455,271	837,085	974,550	527,460	561,870	1,089,330
10-50-00-6110	City Facilities Rental	29,700	29,700	26,000	26,000	52,000	52,000	26,000	26,000	52,000
10-50-00-6120	City Equipment Rental	4,500	4,500	4,500	5,000	9,500	9,500	4,500	5,000	9,500
10-50-00-6210	Advertising/Legal Notices	3,100	4,086	4,666	3,847	8,514	10,000	7,000	5,000	12,000
10-50-00-6280	Travel/Training	7,099	12,866	3,741	7,313	11,054	19,000	7,000	7,000	14,000
10-50-00-6350	Professional Services	11,611	13,167	13,394	9,470	22,864	30,000	20,000	20,000	40,000
10-50-00-6360	Contract/Other Services	4,601	14,630	18,448	6,892	25,340	20,000	12,000	12,000	24,000
10-50-00-6640	Dues/Licenses	1,065	625	1,665	1,650	3,315	3,500	1,500	2,000	3,500
10-50-00-6680	Office/Shop Supplies	1,223	2,303	1,324	874	2,198	3,000	1,500	1,500	3,000
10-50-00-6690	Postage	127	328	276	355	631	600	350	350	700
10-50-00-6695	Sm Equip/Tools/Furniture	54	0	0	0	0	1,000	500	500	1,000
10-50-00-6740	Phone/Internet	1,538	596	267	268	535	3,000	750	750	1,500
	Total Materials & Services	64,617	82,800	74,282	61,669	135,951	151,600	81,100	80,100	161,200
	Total Community Development/Planning	371,975	357,516	456,097	516,939	973,036	1,126,150	608,560	641,970	1,250,530



OVERALL GOAL

Support the City of Central Point mission by meeting the logistical needs of the Police Department through progressive leadership and management of administrative responsibilities. Maintain public trust through transparency, accountability and responsible stewardship of publically funded resources.

KEY OBJECTIVES

- Creatively maximize resources through collaboration with City departments and community partners
- Reduce liability and increase efficiency through creative technology solutions and resource allocation
- Maintain a well-trained staff focused on delivering exceptional customer service
- Recruit highly qualified candidates for employment
- Enhance interaction with citizens through department hosted events, CPPD website and social media

KEY PERFORMANCE MEASURES

- Specific for FY2017-2019:
 - Establish Critical Incident Response Team
 - Upgrade body worn cameras and video evidence storage system
 - Drug interdiction training for Canine officer
- Conduct at least one recruitment and assessment hiring process each year or as needed
- Maintain participation on citywide committees and community organizations
- DARE instruction in all three elementary schools along with planning and organization of DARE Days/Cruise and Show 'n Shine events
- Continued commitment of two School Resource Officers to all Central Point Schools

Account	Description	2013/14	2014/15	2015/16	2016/17	2015/17	2015/17	2017/18	2018/19	2017/19
		Actual	Actual	Actual	Estimate	Biennial Projected	Biennial Budget	Proposed	Proposed	Total Proposed Biennial Budget
10-60-00-5010	Salaries & Wages	1,824,799	1,869,828	1,855,386	1,955,497	3,810,882	4,278,300	2,173,630	2,307,760	4,481,390
10-60-00-5020	Overtime Wages	105,483	93,949	177,662	107,759	285,421	200,000	110,000	110,000	220,000
10-60-00-5020	Overtime Wages - HTCU	33,658	0	0	0	0	0	0	0	0
10-60-00-5030	Part-time Wages	0	0	0	0	0	0	0	0	0
10-60-00-5560	City Taxes and Benefits	1,075,489	1,092,068	1,105,099	1,159,873	2,264,971	2,588,000	1,414,690	1,539,410	2,954,100
	Total Personnel Services	3,039,429	3,055,846	3,138,146	3,223,129	6,361,275	7,066,300	3,698,320	3,957,170	7,655,490
10-60-00-6110	City Facilities Rental	178,500	178,500	178,500	178,500	357,000	357,000	178,500	178,500	357,000
10-60-006240	Insurance Premiums	0	7,300	0	0	0	0	0	0	0
10-60-00-6270	Lease/Rentals	80,119	87,325	104,243	93,110	197,353	176,000	88,000	88,000	176,000
10-60-00-6280	Travel/Training	32,396	37,774	36,072	57,121	93,193	97,000	50,000	50,000	100,000
10-60-00-6340	Dispatch Services	234,022	239,827	251,578	260,711	512,289	520,000	281,400	295,500	576,900
10-60-00-6350	Professional Services	11,635	38,998	34,249	18,360	52,609	46,000	24,500	25,000	49,500
10-60-00-6360	Contract/Other Services	25,024	23,493	34,803	26,121	60,924	62,000	38,500	38,500	77,000
10-60-00-6410	DARE	8,687	9,015	8,227	8,536	16,762	9,100	4,700	4,800	9,500
10-60-00-6430	Investigations	1,446	1,342	3,114	1,933	5,047	6,100	3,150	3,200	6,350
10-60-00-6433	Asset Forfeiture Expense	0	0	0	0	0	0	0	60,000	60,000
10-60-00-6460	Volunteer Programs-Citizens On Patrol	4,255	1,856	2,914	4,342	7,257	8,200	4,300	4,400	8,700
10-60-00-6462	Volunteer Programs-Explorers	1,148	1,269	610	3,249	3,860	5,100	2,650	2,700	5,350
10-60-00-6510	Vehicle Repair/Maintenance	34,041	32,456	29,143	18,553	47,696	72,000	35,000	35,000	70,000
10-60-00-6520	Equipment Repair/Maintenance	1,502	2,680	1,215	2,867	4,083	10,200	3,000	3,000	6,000
10-60-00-6610	Books/Publications	848	68	927	256	1,183	1,250	600	600	1,200
10-60-00-6620	Clothing Allowance	20,992	13,028	16,137	22,100	38,237	31,000	18,000	19,000	37,000
10-60-00-6640	Dues/Licenses	1,365	3,538	3,715	6,000	9,715	6,500	5,000	5,000	10,000
10-60-00-6660	Fuel	44,577	43,639	32,101	30,565	62,665	103,000	45,000	45,000	90,000
10-60-00-6670	Maintenance Supplies	340	96	322	359	681	1,000	500	500	1,000
10-60-00-6680	Office/Shop Supplies	22,722	27,274	36,498	28,572	65,070	62,000	33,000	33,500	66,500
10-60-00-6690	Postage	1,675	1,287	2,320	2,458	4,778	3,000	2,500	2,600	5,100
10-60-00-6695	Sm Equip/Tools/Furniture	30,702	33,798	69,031	40,939	109,970	87,000	38,500	35,000	73,500
10-60-00-6740	Phone/Internet	36,307	32,127	21,789	28,243	50,032	72,000	30,000	32,000	62,000
	Total Materials & Services	772,303	816,689	867,508	832,893	1,700,401	1,735,450	886,800	961,800	1,848,600
	Total Police	3,811,730	3,872,535	4,005,654	4,056,022	8,061,676	8,801,750	4,585,120	4,918,970	9,504,090

OVERALL GOAL

The purpose of the Interdepartmental Department is to record appropriations not tied to any one department.

KEY OBJECTIVES

Within the General Fund, the Interdepartmental division is used to account for the following:

- The City's general liability insurance
- Transfers out to the Debt Service Fund for debt service obligations
- Contingency account
- Ending fund balance account



Account	Description	2013/14 Actual	2014/15 Actual	2015/16 Actual	2016/17 Estimate	2015/17 Biennial Projected	2015/17 Biennial Budget	2017/18 Proposed	2018/19 Proposed	2017/19 Total Proposed Biennial Budget
10-90-37-6240	Insurance Premiums/Claims	85,203	123,774	124,421	142,119	266,540	265,000	135,000	140,000	275,000
10-90-37-6340	Dispatch Services - 911	0	0	0	0	0	0	0	0	0
10-90-37-6432	Water Conservation Grant	37,783	0	0	0	0	0	0	0	0
	Total Materials & Services	122,986	123,774	124,421	142,119	266,540	265,000	135,000	140,000	275,000
10-90-37-8000	Transfers Out - Street Fund	0	0	0	0	0	0	150,000	0	150,000
10-90-37-8000	Transfers Out - Debt Service (DJ Park)	78,500	44,000	56,250	56,600	112,850	112,850	46,165	49,935	96,100
10-90-37-8000	Transfers Out - Debt Service (LID)	0	0	50,000	50,000	100,000	100,000	0	0	0
10-90-37-8000	Transfers Out - HTCU	20,000	0	0	0	0	0	0	0	0
	Total Transfers	98,500	44,000	106,250	106,600	212,850	212,850	196,165	49,935	246,100
10-90-37-9000	Contingency	0	0	0	0	0	180,000	0	180,000	180,000
	Total Contingency	0	0	0	0	0	180,000	0	180,000	180,000
10-90-37-9500	Ending Balance	2,635,169	2,841,746	0	3,726,759	3,870,668	1,623,070	0	2,524,202	2,524,202
	Total Ending Balance	2,635,169	2,841,746	0	3,726,759	3,870,668	1,623,070	0	2,524,202	2,524,202
	Total Interdepartmental	2,856,655	3,009,520	230,671	3,975,478	4,350,058	2,280,920	331,165	2,894,137	3,225,302
	Total General Fund Requirements	10,374,237	10,602,669	8,174,179	12,101,607	20,420,063	20,155,885	9,544,791	12,511,217	22,056,008

OVERALL GOAL

The High-Tech Crimes Unit Fund was established in fiscal year 2012. The purpose of the fund and the staff assigned to the HTCU project was to work with other participating agencies to be proactive on the investigation, examination, and prosecution of cases involving crimes against children and intellectual property rights.

The task force assigned to the high tech crime lab comprised of nine members representing the Central Point Police Department, Medford Police Department, FBI, Grants Pass Department of Public Safety, Ashland Police Department, Jackson County District Attorney's Office, Klamath Falls Police Department, and Homeland Security.

The Central Point Police Department was the founding agency and provided direction and control of the task force including fiscal responsibility.

In fiscal year 2015 the HTCU was disbanded, with participating agency representatives returning to their respective agencies.

Subsequently, funding for the high tech crime lab is no longer needed and the City Council will be asked to close the fund within the 2017-2019 biennium budget period.

Revenues		2013/14	2014/15	2015/16	2016/17	2015/17	2015/17	2017/18	2018/19	2017/19
Account	Description	Actual	Actual	Actual	Estimate	Biennial Projected	Biennial Budget	Proposed	Proposed	Total Proposed Biennial Budget
15-00-00-4320	Federal Grant	170,773	0	0	0	0	0	0	0	0
15-00-00-4330	State Grant	0	0	0	0	0	0	0	0	0
15-00-00-4390	Contributing Agencies	0	0	0	0	0	0	0	0	0
15-00-00-4394	Federal Asset Forfeitures	59,814	4,377	0	0	0	0	0	0	0
15-00-00-4396	State Asset Forfeitures	0	0	0	0	0	0	0	0	0
	Total Intergovernmental	230,586	4,377	0	0	0	0	0	0	0
15-00-00-4448	High Tech Crime Unit	0	0	0	0	0	0	0	0	0
	Total Charges for Services	0	0	0	0	0	0	0	0	0
15-00-00-4810	Miscellaneous Revenue	4,073	0	0	0	0	0	0	0	0
	Total Miscellaneous	4,073	0	0	0	0	0	0	0	0
15-00-00-4910	Transfer In - General Fund	20,000	0	0	0	0	0	0	0	0
	Total Transfers	20,000	0	0	0	0	0	0	0	0
15-00-00-4010	Carryover Balance	62,800	181,928	126,600	0	126,600	128,525	78,842	0	78,842
	Total Carryover Balance	62,800	181,928	126,600	0	126,600	128,525	78,842	0	78,842
	Total Revenues	317,460	186,305	126,600	0	126,600	128,525	78,842	0	78,842

Account	Description	2013/14 Actual	2014/15 Actual	2015/16 Actual	2016/17 Estimate	Biennial Projected	Biennial Budget	2017/18 Proposed	2018/19 Proposed	Total Proposed Biennial Budget
15-60-00-5010	Salaries & Wages	0	0	0	0	0	0	0	0	0
15-60-00-5020	Overtime Wages	0	0	0	0	0	0	0	0	0
15-60-00-5560	City Taxes and Benefits	0	0	0	0	0	0	0	0	0
	Total Personnel Services	0	0	0	0	0	0	0	0	0
15-60-00-6110	City Facilities Rental (HTCU)	0	0	0	0	0	0	0	0	0
15-60-00-6280	Travel/Training	210	0	0	0	0	0	0	0	0
15-60-00-6350	Professional Services	2,112	0	0	0	0	0	0	0	0
15-60-00-6360	Contract/Other Services	223	19	0	0	0	0	0	0	0
15-60-00-6430	Investigations	45	0	0	0	0	0	0	0	0
15-60-00-6431	Federal Grant Expense	106,788	0	0	0	0	0	0	0	0
15-60-00-6432	State/Local Grant Expense	7,300	15	0	0	0	0	0	0	0
15-60-00-6433	Asset Forfeiture Expense	1,845	56,968	0	0	27,758	108,525	0	0	0
15-60-00-6520	Equipment Repair/Maintenance	360	0	0	0	0	0	0	0	0
15-60-00-6550	Computer/Software Maintenance	0	65	0	0	0	0	0	0	0
15-60-00-6620	Clothing Allowance	327	0	0	0	0	0	0	0	0
15-60-00-6630	Computer Hardware/Software	1,911	1,544	0	0	0	0	0	0	0
15-60-00-6640	Dues/Licenses	610	0	0	0	0	0	0	0	0
15-60-00-6660	Fuel	20	0	0	0	0	0	0	0	0
15-60-00-6680	Office/Shop Supplies	705	0	0	0	0	0	0	0	0
15-60-00-6690	Postage	93	17	0	0	0	0	0	0	0
15-60-00-6695	Sm Equip/Tools/Furniture	140	0	0	0	0	0	0	0	0
15-60-00-6740	Phone/Internet	4,000	1,078	0	0	0	0	0	0	0
	Total Materials & Services	126,687	59,705	0	0	27,758	108,525	0	0	0
15-60-00-7150	Equipment	8,845	0	0	0	0	0	0	0	0
	Total Capital Outlay	8,845	0	0	0	0	0	0	0	0
15-60-00-8000	Transfers Out - Reserve Fund	0	0	0	0	0	0	78,842	0	78,842
15-60-00-8000	Transfers Out - General Fund	0	0	20,000	0	20,000	20,000	0	0	0
	Total Transfers Out	0	0	20,000	0	20,000	20,000	78,842	0	78,842
	Total HTCU Operations	135,532	59,705	20,000	0	47,758	128,525	78,842	0	78,842

Account	Description	2013/14 Actual	2014/15 Actual	2015/16 Actual	2016/17 Estimate	2015/17 Biennial Projected	2015/17 Biennial Budget	2017/18 Proposed	2018/19 Proposed	2017/19 Total Proposed Biennial Budget
15-90-37-9000	Contingency	0	0	0	0	0	0	0	0	0
	Total Contingency	0	0	0	0	0	0	0	0	0
15-90-37-9500	Ending Balance	181,928	126,600	106,600	0	78,842	0	0	0	0
	Total Ending Balance	181,928	126,600	106,600	0	78,842	0	0	0	0
	Total Interdepartmental	181,928	126,600	106,600	0	78,842	0	0	0	0
	Total High Tech Crime Unit Requirements	317,460	186,305	126,600	0	126,600	128,525	78,842	0	78,842

OVERALL GOAL

The purpose of the Street Fund is to finance the activities of the City's transportation division. Primarily, this involves the maintenance and repair of the arterial, collector and local streets within Central Point city limits. The major objective is to maintain the 170 miles of existing streets and city rights of way.

Fund Resources: Primary resources for the fund are state gas tax and local street utility fees; with lesser amounts from franchise fees and system development charges (SDCs).

KEY OBJECTIVES

- Capital Project: Twin Creeks Rail Crossing – Start in the Fall of 2017 and End Spring 2018. Also
- Capital Project: Depending on additional revenue options City may start design and potential construction of the Beebe/Hamrick Signal.
- Pavement Maintenance: The City will focus on high quality maintenance of recently paved streets; as well as addressing streets that need major maintenance (i.e. Highway 99, Hamrick/Vilas, Pine/Front and S. Penninger)

KEY PERFORMANCE MEASURES

- Pavement Management: City will be contracting with a firm to help re-assess system and start the benchmark program for pavement life cycle.
- Preventative Maintenance: Estimate total number of lane miles treated versus entire system. Must meet minimum 80% of the industry standard. This will be in coordination with the Pavement Management.

2017/19 DEPARTMENT GOALS

- Maintain drivable city streets
- ADA compliance on all new projects and retrofitting older streets- N. 3rd and 10th Streets.
- Sign replacement and painting to ensure safe streets
- CIP projects – Twin Creeks Crossing.

Note:

1. *Street Fund FTE's 6*
2. *For organizational chart see pg. 92.*

Revenues		2013/14	2014/15	2015/16	2016/17	2015/17	2015/17	2017/18	2018/19	2017/19
Account	Description	Actual	Actual	Actual	Estimate	Biennial Projected	Biennial Budget	Proposed	Proposed	Total Proposed Biennial Budget
20-00-00-4135	Franchise - Electric	115,708	175,000	175,000	175,000	350,000	355,000	177,000	177,000	354,000
20-00-00-4155	Franchise - Water	0	65,000	65,000	65,000	130,000	130,000	66,000	66,000	132,000
	Total Taxes	115,708	240,000	240,000	240,000	480,000	485,000	243,000	243,000	486,000
20-00-00-4310	Federal Capital Grants	0	0	0	0	0	0	0	0	0
20-00-00-4330	State Grant - ODOT (Bike/Ped Funds)	422,875	0	0	0	0	0	0	0	0
20-00-00-4350	State Gas Tax	988,393	1,002,001	1,031,631	1,053,623	2,085,254	1,996,800	1,064,159	1,074,801	2,138,960
	Total Intergovernmental	1,411,268	1,002,001	1,031,631	1,053,623	2,085,254	1,996,800	1,064,159	1,074,801	2,138,960
20-00-00-4450	Public Works Services	9,452	3,573	1,565	2,620	4,185	10,000	2,620	2,620	5,240
20-00-00-4462	SDC Street Reimbursement	10,604	12,473	15,510	18,400	33,910	128,500	132,500	30,000	162,500
20-00-00-4465	SDC Street Improvements	161,553	170,175	151,066	179,231	330,297	1,156,500	1,089,000	269,000	1,358,000
20-00-00-4470	Street Utility Fee	449,946	480,162	489,268	491,168	980,436	1,000,000	600,000	615,000	1,215,000
20-00-00-4474	Street Decorative Light Fee	0	0	215	460	675	9,000	460	460	920
	Total Charges for Services	631,554	666,382	657,624	691,879	1,349,503	2,304,000	1,824,580	917,080	2,741,660
20-00-00-4710	Interest Income	9,574	8,268	9,712	14,310	24,022	16,000	14,310	14,310	28,620
	Total Interest Income	9,574	8,268	9,712	14,310	24,022	16,000	14,310	14,310	28,620
20-00-00-4810	Miscellaneous Revenue	18,894	23,540	34,737	157,249	191,986	385,000	502,000	34,000	536,000
	Total Miscellaneous	18,894	23,540	34,737	157,249	191,986	385,000	502,000	34,000	536,000
20-00-00-4910	Transfers In - General Fund	0	0	0	0	0	0	150,000	0	150,000
	Total Transfers	0	0	0	0	0	0	150,000	0	150,000
20-00-00-4010	Carryover Balance	1,964,676	1,737,201	1,949,927	0	1,949,927	1,983,860	2,205,714	0	2,205,714
	Total Carryover Balance	1,964,676	1,737,201	1,949,927	0	1,949,927	1,983,860	2,205,714	0	2,205,714
	Total Street Revenues	4,151,674	3,677,393	3,923,631	2,157,061	6,080,692	7,170,660	6,003,763	2,283,191	8,286,954

Operations/Capital Projects		2013/14	2014/15	2015/16	2016/17	2015/17	2015/17	2017/18	2018/19	2017/19
Account	Description	Actual	Actual	Actual	Estimate	Biennial Projected	Biennial Budget	Proposed	Proposed	Total Proposed Biennial Budget
20-70-43-5010	Salaries & Wages	221,822	240,593	233,208	214,948	448,156	510,577	268,071	281,705	549,776
20-70-43-5020	Overtime Wages	1,649	1,249	2,329	831	3,160	7,000	3,440	3,440	6,880
20-70-43-5560	City Taxes and Benefits	140,011	147,598	145,437	133,601	279,038	345,432	189,993	206,607	396,600
	Total Personnel Services	363,482	389,440	380,974	349,380	730,354	863,009	461,504	491,752	953,256
20-70-43-6110	City Facilities Rental	36,900	36,900	40,000	40,000	80,000	80,000	40,000	40,000	80,000
20-70-43-6120	City Equipment Rental	134,000	140,000	156,000	180,000	336,000	336,000	185,000	190,000	375,000
20-70-43-6130	City Overhead Fees	135,000	150,000	150,000	150,000	300,000	300,000	150,000	150,000	300,000
20-70-43-6140	Public Works Overhead Fees	280,000	245,000	245,000	255,000	500,000	500,000	252,000	262,000	514,000
20-70-43-6230	Bank/VISA Fees	8,078	9,010	8,613	11,230	19,843	20,000	12,000	12,000	24,000
20-70-43-6270	Lease/Rentals	608	440	2,612	419	3,031	0	0	0	0
20-70-43-6280	Travel/Training	8,061	7,239	9,798	7,834	17,631	25,000	15,000	15,000	30,000
20-70-43-6350	Professional Services	17,704	525	14,236	0	14,236	32,000	30,000	12,000	42,000
20-70-43-6360	Contract/Other Services	47,589	65,941	49,467	101,458	150,926	110,000	58,000	58,000	116,000
20-70-43-6520	Equipment Repair/Maintenance	881	0	11,300	47	11,347	0	0	0	0
20-70-43-6530	Sidewalk/Bikepath/Tree Maintenance	7,160	0	0	0	0	30,000	125,000	125,000	250,000
20-70-43-6540	Infrastructure Maintenance	65,913	118,266	334,530	198,182	532,712	577,000	555,000	410,000	965,000
20-70-43-6541	Street Sign Maintenance	11,645	0	0	1,961	1,961	16,000	0	0	0
20-70-43-6542	Street Light Maintenance (TOD)	6,587	0	0	0	0	0	0	0	0
20-70-43-6543	Street Light Retrofit Project	13,915	0	0	0	0	0	0	0	0
20-70-43-6620	Clothing Allowance	1,366	1,857	1,952	1,971	3,923	3,600	2,200	2,200	4,400
20-70-43-6640	Dues/Licenses	196	492	582	500	1,082	700	600	600	1,200
20-70-43-6680	Office/Shop/Safety Supplies	5,513	5,138	6,822	3,238	10,060	7,000	6,000	6,000	12,000
20-70-43-6695	Sm Equip/Tools/Furniture	8,800	9,555	12,091	3,732	15,823	22,000	10,000	10,000	20,000
20-70-43-6740	Phone/Internet	2,300	2,334	2,608	4,105	6,714	5,000	3,000	3,000	6,000
20-70-43-6760	Street Lights	169,310	172,138	175,424	175,000	350,424	350,000	175,000	175,000	350,000
	Total Materials & Services	961,528	964,835	1,221,036	1,134,676	2,355,712	2,414,300	1,618,800	1,470,800	3,089,600
20-70-43-7150	Equipment	36,420	0	26,291	42,740	69,031	33,000	20,000	15,000	35,000
20-70-43-7200	Prior Capital Projects	572,473	0	0	0	0	0	0	0	0
20-70-43-7203	Beebe/Hamrick - Intersection	6,550	855	50,639	0	50,639	50,000	0	0	0
20-70-43-7205	Crater Rail Crossing (Const)	0	0	21,615	14,013	35,628	500,000	475,000	0	475,000
20-70-43-7216	Highway 99 project	97,248	14,763	0	0	0	0	0	0	0
20-70-43-7230	Freeman Rd (CMAQ Project)	15,283	22,219	113,069	46,493	159,562	114,000	0	0	0
20-70-43-7233	Street Improvements	0	272,835	0	0	0	245,000	377,000	0	377,000
	Total Capital Projects	727,974	310,672	211,614	103,246	314,860	942,000	872,000	15,000	887,000
20-70-43-8000	Transfers Out - DS (10th/Scenic/Upton)	32,600	32,000	32,000	32,700	64,700	64,700	0	0	0
20-70-43-8000	Transfers Out - Pine Street Signals	0	0	0	0	0	0	30,000	30,000	60,000
	Total Transfers Out	32,600	32,000	32,000	32,700	64,700	64,700	30,000	30,000	60,000
	Total Street Operations/Capital Projects	2,085,585	1,696,947	1,845,623	1,620,002	3,465,625	4,284,009	2,982,304	2,007,552	4,989,856

SDC Capital Projects

Account	Description	2013/14	2014/15	2015/16	2016/17	2015/17	2015/17	2017/18	2018/19	2017/19
		Actual	Actual	Actual	Estimate	Biennial Projected	Biennial Budget	Proposed	Proposed	Total Proposed Biennial Budget
20-70-59-7203	Beebe/Hamrick (Signal)	0	0	0	0	0	150,000	0	0	0
20-70-59-7205	Crater Rail Crossing	36,060	7,519	25,000	225,000	250,000	250,000	1,550,000	0	1,550,000
20-70-59-7216	Hwy 99 Beautification Project	270,127	0	0	0	0	0	0	0	0
20-70-59-7230	Freeman Rd (CMAQ Project)	0	0	113,052	501	113,553	114,000	275,000	0	275,000
20-70-59-7231	Table Rock Road Project	0	0	0	0	0	150,000	248,000	0	248,000
20-70-59-7233	Street Improvements/Ped Crossing	0	0	0	0	0	65,000	0	0	0
	Total Capital Projects	306,187	7,519	138,052	225,501	363,553	729,000	2,073,000	0	2,073,000
20-70-59-7660	Developer Reimbursements	0	0	0	0	0	450,000	0	0	0
	Total Debt Service	0	0	0	0	0	450,000	0	0	0
20-70-59-8000	Transfers Out - DS (10th/Scenic/Upton)	22,700	23,000	23,000	22,800	45,800	45,800	0	0	0
20-70-59-8000	Transfers Out - Pine Street Signals	0	0	0	0	0	0	46,000	46,000	92,000
	Total Transfers	22,700	23,000	23,000	22,800	45,800	45,800	46,000	46,000	92,000
	Total Street SDC Capital Projects	328,887	30,519	161,052	248,301	409,353	1,224,800	2,119,000	46,000	2,165,000

Interdepartmental

Account	Description	2013/14	2014/15	2015/16	2016/17	2015/17	2015/17	2017/18	2018/19	2017/19
		Actual	Actual	Actual	Estimate	Biennial Projected	Biennial Budget	Proposed	Proposed	Total Proposed Biennial Budget
20-90-37-9000	Contingency	0	0	0	0	0	157,000	0	157,000	157,000
	Total Contingency	0	0	0	0	0	157,000	0	157,000	157,000
20-90-37-9500	Ending Balance	1,737,202	1,949,927	1,916,956	288,758	2,205,714	1,504,851	0	975,098	975,098
	Total Ending Balance	1,737,202	1,949,927	1,916,956	288,758	2,205,714	1,504,851	0	975,098	975,098
	Total Street Interdepartmental	1,737,202	1,949,927	1,916,956	288,758	2,205,714	1,661,851	0	1,132,098	1,132,098
	Total Street Fund Requirements	4,151,674	3,677,393	3,923,631	2,157,061	6,080,692	7,170,660	5,101,304	3,185,650	8,286,954

OVERALL GOAL

The purpose of the Capital Improvements Fund is to account for resources used for the acquisition, construction and payment of capital facilities and projects.

KEY OBJECTIVES

- Park capital improvements funded through SDCs and grants

KEY PERFORMANCE MEASURES

- Annual payment of the Don Jones Park debt service
- New park constructed in the Twin Creeks subdivision
- Concession stand completed for Don Jones Park
- Playground equipment replacement at Pfaff Park
- Resurfacing of all tennis courts
- Potential new park development at Beebe/Gebhard road area

A total of \$143,800 is budgeted in transfers to Debt Service Fund towards the funding of Don Jones Park debt service payments over the 2017/ 2019 biennium budget.

Construction of Bohnert Farm Park in Twin Creeks funded through a state grant in the approximate amount of \$150,000.



Willie Mott Park



Forest Glen Park



Don Jones Park

Revenues						2015/17	2015/17			2017/19
Account	Description	2013/14 Actual	2014/15 Actual	2015/16 Actual	2016/17 Estimate	Biennial Projected	Biennial Budget	2017/18 Proposed	2018/19 Proposed	Total Proposed Biennial Budget
30-00-00-4330	State Grants	33,000	0	0	0	0	60,000	150,000	0	150,000
	Total Intergovernmental Revenue	33,000	0	0	0	0	60,000	150,000	0	150,000
30-00-00-4461	SDC Park Reimbursement	23,172	41,089	68,922	66,934	135,856	123,800	269,000	70,000	339,000
30-00-00-4463	SDC Park Improvements	118,565	144,293	74,656	72,504	147,160	134,600	291,000	75,000	366,000
	Total Charges for Service	141,737	185,382	143,578	139,438	283,016	258,400	560,000	145,000	705,000
30-00-00-4710	Interest Income	640	672	1,468	2,734	4,202	1,400	2,000	2,000	4,000
	Total Interest Income	640	672	1,468	2,734	4,202	1,400	2,000	2,000	4,000
30-00-00-4810	Miscellaneous Income	0	0	0	0	0	0	0	0	0
	Total Interest Income	0	0	0	0	0	0	0	0	0
30-00-00-4910	Transfers in	0	0	0	0	0	0	0	0	0
	Total Transfers	0	0	0	0	0	0	0	0	0
30-00-00-4010	Carryover Balance	117,955	139,392	217,144	0	217,144	157,955	360,462	0	360,462
	Total Carryover	117,955	139,392	217,144	0	217,144	157,955	360,462	0	360,462
	Total CIP Revenues	293,331	325,446	362,190	142,172	504,362	477,755	1,072,462	147,000	1,219,462

Park Capital Projects						2015/17	2015/17			2017/19
Account	Description	2013/14 Actual	2014/15 Actual	2015/16 Actual	2016/17 Estimate	Biennial Projected	Biennial Budget	2017/18 Proposed	2018/19 Proposed	Total Proposed Biennial Budget
30-40-55-7200	Prior Capital Projects	36,941	0	0	0	0	0	0	0	0
30-40-55-7254	Bohnert Farm Park	0	0	0	0	0	0	150,000	0	150,000
	Total Capital Projects	36,941	0	0	0	0	0	150,000	0	150,000
	Total Park Capital Projects	36,941	0	0	0	0	0	150,000	0	150,000

Park SDC Capital Projects		2013/14	2014/15	2015/16	2016/17	2015/17	2015/17	2017/18	2018/19	2017/19
Account	Description	Actual	Actual	Actual	Estimate	Biennial Projected	Biennial Budget	Proposed	Proposed	Total Proposed Biennial Budget
30-40-59-7100	Building/Concession Stand/DJ Park	0	0	0	0	0	80,000	29,000	0	29,000
30-40-59-7240	Pfaff Park Playground/ADA Compliance	0	0	0	0	0	0	60,000	0	60,000
30-40-59-7255	Beebe/Gebhard Park	0	0	0	0	0	0	425,000	0	425,000
30-40-59-7200	Prior Capital Projects	27,716	0	0	0	0	0	0	0	0
	Total SDC Capital Projects	27,716	0	0	0	0	80,000	514,000	0	514,000
30-40-59-7670	Developer SDC Credit Obligations	24,282	8,302	0	0	0	55,000	25,000	25,000	50,000
	Total Debt Service	24,282	8,302	0	0	0	55,000	25,000	25,000	50,000
30-40-59-8000	Transfer Out - Debt Service (DJ Park)	60,000	100,000	71,950	71,950	143,900	143,900	71,900	71,900	143,800
	Total Transfers Out	60,000	100,000	71,950	71,950	143,900	143,900	71,900	71,900	143,800
	Total Park SDC Capital Projects	111,998	108,302	71,950	71,950	143,900	278,900	610,900	96,900	707,800

Interdepartmental		2013/14	2014/15	2015/16	2016/17	2015/17	2015/17	2017/18	2018/19	2017/19
Account	Description	Actual	Actual	Actual	Estimate	Biennial Projected	Biennial Budget	Proposed	Proposed	Total Proposed Biennial Budget
30-90-37-8000	Transfers Out - General Fund	0	0	0	0	0	0	0	0	0
30-90-37-8000	Transfers Out - Debt Service Fund	5,000	0	0	0	0	0	0	0	0
	Total Transfers	5,000	0	0	0	0	0	0	0	0
30-90-37-9500	Ending Balance	139,392	217,144	290,240	70,222	360,462	198,855	0	361,662	361,662
	Total Ending Balance	139,392	217,144	290,240	70,222	360,462	198,855	0	361,662	361,662
	Total Interdepartmental	144,392	217,144	290,240	70,222	360,462	198,855	0	361,662	361,662
	Total Capital Improvements	293,331	325,446	362,190	142,172	504,362	477,755	760,900	458,562	1,219,462



OVERALL GOAL

The purpose of the Reserve Fund is to accumulate and account for money reserved for specific projects, property, or equipment.

This fund was established by Resolution No. 1257 in fiscal year 2009/10 for the purpose of setting aside funds for future city hall improvements, equipment and vehicles.

KEY OBJECTIVES

- To transfer equipment rental funds from past years, and to continue to accumulation for future equipment replacement needs
- To establish a facilities reserve for future needs
- To anticipate and save for future capital needs
- To have available financing for projects, property or equipment
- To eliminate the need for outside financing and subsequent associated costs when possible

KEY PERFORMANCE MEASURES

- Facilities reserves increased by \$128,842 transfer from High Tech Crime Unit Fund and Internal Services savings
- No expenditures are budgeted



Revenues		2013/14	2014/15	2015/16	2016/17	2015/17	2015/17	2017/18	2018/19	2017/19
Account	Description	Actual	Actual	Actual	Estimate	Biennial Projected	Biennial Budget	Proposed	Proposed	Total Proposed Biennial Budget
35-00-00-4710	Interest Income	2,873	2,847	3,462	4,926	8,388	6,000	3,000	3,000	6,000
	Total Interest	2,873	2,847	3,462	4,926	8,388	6,000	3,000	3,000	6,000
35-00-00-4910	Transfers In- Facilities Maintenance	80,000	0	0	0	0	0	0	0	0
35-00-00-4910	Transfers In- HTCUC Fund	0	0	0	0	0	0	78,842	0	78,842
35-00-00-4910	Transfers In- Fleet Maintenance	0	0	25,000	25,000	50,000	50,000	25,000	25,000	50,000
	Total Transfers	80,000	0	25,000	25,000	50,000	50,000	103,842	25,000	128,842
35-00-00-4010	Carryover Balance	487,096	569,969	572,816	0	572,816	572,850	631,204	0	631,204
	Total Carryover	487,096	569,969	572,816	0	572,816	572,850	631,204	0	631,204
	Total Reserve Fund Revenues	569,969	572,816	601,278	29,926	631,204	628,850	738,046	28,000	766,046

Interdepartmental		2013/14	2014/15	2015/16	2016/17	2015/17	2015/17	2017/18	2018/19	2017/19
Account	Description	Actual	Actual	Actual	Estimate	Biennial Projected	Biennial Budget	Proposed	Proposed	Total Proposed Biennial Budget
35-90-37-7101	Facility Improvements	0	0	0	0	0	0	0	0	0
35-90-37-7150	Equipment	0	0	0	0	0	0	0	0	0
35-90-37-7151	Vehicles	0	0	0	0	0	0	0	0	0
	Total Reserve Fund Projects	0	0	0	0	0	0	0	0	0
35-90-37-9500	Ending Balance	569,969	572,816	601,278	0	631,204	628,850	0	766,046	766,046
	Total Ending Balance	569,969	572,816	601,278	0	631,204	628,850	0	766,046	766,046
	Total Interdepartmental	569,969	572,816	601,278	0	631,204	628,850	0	766,046	766,046
	Total Reserve Fund	569,969	572,816	601,278	0	631,204	628,850	0	766,046	766,046

OVERALL GOAL

The purpose of the Debt Service Fund is to account for the payment of principal and interest due on the City's debt.

KEY OBJECTIVES

- To plan, direct, monitor, organize, and control the City's debt in an efficient and effective manner

KEY PERFORMANCE MEASURES

- In April 2017 the City issued \$9,766,000 of bank qualified financing at 2.64% which accomplished the following:
 - Refunding of the water reservoir loan that had an interest rate of 3.4%. The present value savings of nearly \$300,000 will allow the debt to be paid off in 3 less years than the original loan.
 - Partnering with the Central Point Development Commission to complete the East Pine Streetscaping project as the Agency would not have been able to obtain sufficient financing. Tax Increment Revenue from the Agency will be paid to the City to make the annual debt payments
 - Coordinate street signalization and water line replacement projects in conjunction with the East Pine Streetscaping project
- The following table recaps the City's outstanding debt balance going into the new budget cycle; what the debt was issued for, what payments are included in this budget, and what the anticipated debt balances will be at the end of the 2017/2019 biennium budget period.

Debt Summary Recap For Fiscal Years 2017/2019					Debt Per Capita \$574
Debt Issued for:	Balance at 6/30/2017	- Budgeted - Retirements Additions		Balance at 6/30/2019	Payoff date ~
Limited Tax Improvement Bonds	35,829	(35,829)	0	0	December 2017
Series 2014 Refinancing Bonds	1,584,261	(569,036)	0	1,015,225	December 2024
Water Reservoir Refunding	4,966,670	(585,670)	0	4,381,000	June 2031
East Pine Streetscape - City	1,386,000	(167,000)	0	1,219,000	June 2031
East Pine Streetscape - CP Dev Comm	3,634,000	(217,000)	0	3,417,000	June 2031
SDC Developer Obligations	362,628 *	(362,628)	0	0	
	\$11,969,388	(\$1,937,163)	\$0	\$10,032,225	

*\$111,290 of SDC Developer Obligation credits amount is an estimate only
 *\$251,338 of SDC Developer Obligation credits expire December 2017

Note: Due to the 2017 debt issuance and expiring developer credits, at the end of June 2019, the projected \$574 debt per capita is a 46% increase from the \$393 projection for June 30, 2017. The Central Point Development Commission portion of debt accounts for \$195 of the \$574 debt per capita (34%).

Revenues						2015/17	2015/17			2017/19
Account	Description	2013/14 Actual	2014/15 Actual	2015/16 Actual	2016/17 Estimate	Biennial Projected	Biennial Budget	2017/18 Proposed	2018/19 Proposed	Total Proposed Biennial Budget
40-00-00-4310	Federal Capital Grant (STIP)	162,864	162,863	162,864	162,864	325,728	325,728	0	0	0
	Total Intergovernmental	162,864	162,863	162,864	162,864	325,728	325,728	0	0	0
40-00-00-4405	City Facilities Rental	192,000	192,000	192,000	192,000	384,000	384,000	192,000	192,000	384,000
40-00-00-4440	Debt Service Fees	31,362	30,007	0	42,200	42,200	85,400	200,316	210,354	410,670
	Total Charges for Services	223,362	222,007	192,000	234,200	426,200	469,400	392,316	402,354	794,670
40-00-00-4610	LID Principal Payments	42,373	30,925	3,585	50,802	54,387	40,000	20,000	20,000	40,000
40-00-00-4615	LID Interest Payments	9,194	3,614	1,595	12,090	13,685	4,000	2,000	2,000	4,000
	Total Special Assessments	51,567	34,539	5,180	62,892	68,072	44,000	22,000	22,000	44,000
40-00-00-4710	Interest Income	326	618	509	1,216	1,725	500	1,000	1,000	2,000
	Total Interest Income	326	618	509	1,216	1,725	500	1,000	1,000	2,000
40-00-00-4810	Miscellaneous Revenue	0	55,900	0	0	0	0	0	0	0
	Total Miscellaneous	0	55,900	0	0	0	0	0	0	0
40-00-00-4910	Transfers In - General Fund (DJ Park)	78,500	44,000	56,250	56,600	112,850	112,850	46,165	49,935	96,100
40-00-00-4910	Transfer In - General Fund (LID debt)	0	0	50,000	50,000	100,000	100,000	0	0	0
40-00-00-4910	Transfers In - Street Op (10th/Scenic)	32,600	32,000	32,000	32,700	64,700	64,700	0	0	0
40-00-00-4910	Transfers In - Street SDC (10th/Scenic)	22,700	23,000	23,000	22,800	45,800	45,800	0	0	0
40-00-00-4910	Transfers In - Street Op (Pine Street Signals)	0	0	0	0	0	0	30,000	30,000	60,000
40-00-00-4910	Transfers In - Street SDC (Pine Street Signals)	0	0	0	0	0	0	46,000	46,000	92,000
40-00-00-4910	Transfers In - CIP- SDC Parks (DJ Park)	65,000	100,000	71,950	71,950	143,900	143,900	71,900	71,900	143,800
	Total Transfers	198,800	199,000	233,200	234,050	467,250	467,250	194,065	197,835	391,900
40-00-00-4010	Carryover Balance	47,015	41,943	18,487	0	18,487	14,769	101,336	0	101,336
	Total Carryover	47,015	41,943	18,487	0	18,487	14,769	101,336	0	101,336
	Total Debt Service Revenues	683,934	716,870	612,239	695,222	1,307,462	1,321,647	710,716	623,189	1,333,906

Expenditures		2013/14	2014/15	2015/16	2016/17	2015/17	2015/17	2017/18	2018/19	2017/19
Account	Description	Actual	Actual	Actual	Estimate	Biennial Projected	Biennial Budget	Proposed	Proposed	Total Proposed Biennial Budget
40-90-37-7531	10th/Scenic/Upton - Interest	34,415	4,752	0	0	0	0	0	0	0
40-90-37-7631	10th/Scenic/Upton - Principal	212,000	221,000	0	0	0	0	0	0	0
40-90-37-7501	City Hall Bond Interest	69,718	2,125	0	0	0	0	0	0	0
40-90-37-7601	City Hall Bond Principal	120,000	125,000	0	0	0	0	0	0	0
40-90-37-7580	Don Jones Park - Interest	28,500	2,400	0	0	0	0	0	0	0
40-90-37-7680	Don Jones Park - Principal	115,000	120,000	0	0	0	0	0	0	0
40-90-37-7510	LID Bond Interest	12,358	8,743	4,965	4,965	9,930	12,510	1,655	0	1,655
40-90-37-7610	LID Bond Principal	50,000	110,000	35,831	35,831	71,662	110,000	35,830	0	35,830
40-90-37-7545	Pine Street Signals - Interest	0	0	0	0	0	0	23,751	22,182	45,933
40-90-37-7645	Pine Street Signals - Principal	0	0	0	0	0	0	60,000	55,000	115,000
40-90-37-7555	E. Pine Streetscape - Interest (CP Dev Comm)	0	0	0	0	0	0	97,816	94,854	192,670
40-90-37-7655	E. Pine Streetscape - Principal (CP Dev Comm)	0	0	0	0	0	0	102,000	115,000	217,000
40-90-37-7515	Series 2014 Interest	0	51,684	55,734	43,770	99,504	105,370	35,975	28,890	64,865
40-90-37-7615	Series 2014 Principal	0	52,680	490,030	535,000	1,025,030	1,056,000	279,090	289,950	569,040
	Total Debt Service	641,991	698,383	586,559	619,565	1,206,126	1,283,879	636,116	605,876	1,241,993
40-90-37-9500	Ending Balance	41,943	18,487	25,680	0	101,336	37,768	0	91,913	91,913
	Total Ending Balance	41,943	18,487	25,680	0	101,336	37,768	0	91,913	91,913
	Total Debt Service	683,934	716,870	612,239	619,565	1,307,462	1,321,647	636,116	697,789	1,333,906



OVERALL GOAL

The overall goal of the Building Division is to promote the health, welfare and safety of the citizens of Central Point by administering the State of Oregon Building and Safety Codes as part of the Community Development and Capital Improvements process.

KEY OBJECTIVES

- Continue to provide all inspections 'in-house'
- Coordinate with other City departments to abate hazardous and/or derelict property
- Maintain superior performance with limited personnel through cross-training
- Maintain code certification and consistency with State and National standards
- Provide inspection for all City projects
- Recruit a building technician to perform Community Rating System (CRS) tasks

PERFORMANCE MEASURES

- Number of building permits issued and electronically recorded
- Number of electrical permits issued and electronically recorded
- Number of plumbing and mechanical permits issued and electronically recorded
- Number of inspections per permit
- Successful joint enforcement of codes with other departments and agencies



Revenues						2015/17	2015/17			2017/19
Account	Description	2013/14 Actual	2014/15 Actual	2015/16 Actual	2016/17 Estimate	Biennial Projected	Biennial Budget	2017/18 Proposed	2018/19 Proposed	Total Proposed Biennial Budget
50-00-00-4235	Building Permits - Residential	68,285	62,248	68,402	69,553	137,955	110,000	70,000	75,000	145,000
50-00-00-4236	Building Permits - Commercial	10,810	14,788	38,296	42,050	80,346	95,000	40,000	40,000	80,000
50-00-00-4240	Building Plan Review	53,683	67,259	63,974	83,752	147,726	70,000	77,000	89,000	166,000
50-00-00-4250	Electrical Permits	28,288	28,491	24,514	34,154	58,668	40,000	25,000	28,000	53,000
50-00-00-4260	Mechanical Permits	9,546	16,613	17,215	17,718	34,933	16,200	21,000	24,000	45,000
50-00-00-4275	Plumbing Permits	31,554	39,461	31,265	32,514	63,779	40,000	30,000	32,000	62,000
	Total Charges for Service	202,166	228,860	243,666	279,741	523,407	371,200	263,000	288,000	551,000
50-00-00-4710	Interest Income	1,043	1,486	2,355	3,662	6,017	2,400	3,000	3,000	6,000
	Total Interest Income	1,043	1,486	2,355	3,662	6,017	2,400	3,000	3,000	6,000
50-00-00-4810	Miscellaneous Revenue	1,843	1,183	1,673	0	1,673	0	0	0	0
	Total Miscellaneous	1,843	1,183	1,673	0	1,673	0	0	0	0
50-00-00-4010	Carryover Balance	137,823	182,632	277,214	0	277,214	214,625	408,782	0	408,782
	Total Carryover	137,823	182,632	277,214	0	277,214	214,625	408,782	0	408,782
	Total Building Fund Revenues	342,875	414,162	524,907	283,402	808,310	588,225	674,782	291,000	965,782



Expenditures						2015/17	2015/17			2017/19
Account	Description	2013/14 Actual	2014/15 Actual	2015/16 Actual	2016/17 Estimate	Biennial Projected	Biennial Budget	2017/18 Proposed	2018/19 Proposed	Total Proposed Biennial Budget
50-50-00-5010	Salaries & Wages	103,878	83,818	103,372	125,904	229,276	234,550	133,295	138,610	271,905
50-50-00-5560	City Taxes and Benefits	42,321	38,822	49,616	66,885	116,501	118,470	79,980	86,390	166,370
	Total Personnel Services	146,199	122,640	152,988	192,789	345,777	353,020	213,275	225,000	438,275
50-50-00-6110	City Facilities Rental	0	0	10,000	10,000	20,000	20,000	10,000	10,000	20,000
50-50-00-6120	City Equipment Rental	2,200	2,200	2,200	2,500	4,700	4,700	2,500	2,500	5,000
50-50-00-6130	City Overhead Fees	0	0	0	0	0	0	20,000	25,000	45,000
50-50-00-6280	Travel/Training	657	1,605	2,542	1,339	3,881	3,500	3,000	3,000	6,000
50-50-00-6360	Contract/Other Services	8,741	7,767	10,738	9,662	20,400	18,000	11,000	11,000	22,000
50-50-00-6610	Books/Publications	0	982	616	150	766	2,500	1,500	1,500	3,000
50-50-00-6640	Dues/Licenses	690	475	525	950	1,475	1,200	600	600	1,200
50-50-00-6680	Office/Shop Supplies	674	296	459	783	1,242	1,000	500	500	1,000
50-50-00-6690	Postage	43	57	10	0	10	200	100	100	200
50-50-00-6740	Phone/Internet	1,036	927	618	659	1,277	2,800	750	750	1,500
	Total Materials & Services	14,041	14,308	27,709	26,044	53,751	53,900	49,950	54,950	104,900
	Total Building Operations	160,240	136,948	180,697	218,833	399,528	406,920	263,225	279,950	543,175

Interdepartmental						2015/17	2015/17			2017/19
Account	Description	2013/14 Actual	2014/15 Actual	2015/16 Actual	2016/17 Estimate	Biennial Projected	Biennial Budget	2017/18 Proposed	2018/19 Proposed	Total Proposed Biennial Budget
50-90-37-9000	Contingency	0	0	0	0	0	4,500	0	5,560	5,560
	Total Contingency	0	0	0	0	0	4,500	0	5,560	5,560
50-90-37-9500	Ending Balance	182,635	277,214	344,211	0	408,782	176,805	0	417,047	417,047
	Total Ending Balance	182,635	277,214	344,211	0	408,782	176,805	0	417,047	417,047
	Total Interdepartmental	182,635	277,214	344,211	0	408,782	181,305	0	422,607	422,607
	Total Building Fund Requirements	342,875	414,162	524,908	218,833	808,310	588,225	263,225	702,557	965,782



Revenues		2013/14	2014/15	2015/16	2016/17	2015/17	2015/17	2017/18	2018/19	2017/19
Account	Description	Actual	Actual	Actual	Estimate	Biennial Projected	Biennial Budget	Proposed	Proposed	Total Proposed Biennial Budget
55-00-00-4440	Penalty Charges	76,668	71,865	73,217	71,033	144,251	150,000	71,033	71,033	142,066
55-00-00-4450	Public Works Fees	3,935	0	0	0	0	2,000	0	0	0
55-00-00-4466	SDC Water Improvements	89,393	83,253	73,032	59,620	132,652	120,000	75,000	59,620	134,620
55-00-00-4468	SDC Water Reimbursement	23,297	24,756	30,719	25,066	55,785	60,000	25,066	25,066	50,132
55-00-00-4469	Administrative Fees	9,700	10,710	10,310	17,940	28,250	18,000	17,940	17,940	35,880
55-00-00-4473	System Repair & Replacement	90,942	100,248	102,998	104,250	207,248	180,000	104,250	105,240	209,490
55-00-00-4485	Water Connect Charges	19,750	28,704	33,887	21,370	55,257	24,000	21,370	21,370	42,740
55-00-00-4487	Backflow Service Fees	0	0	31,022	60,570	91,592	88,200	60,570	60,570	121,140
55-00-00-4490	Water Sales	2,686,369	2,742,327	2,927,665	2,964,091	5,891,756	5,470,000	2,993,732	3,233,230	6,226,962
	Total Charges for Service	3,000,055	3,061,863	3,282,851	3,323,941	6,606,791	6,112,200	3,368,961	3,594,069	6,963,030
55-00-00-4710	Interest Income	6,155	7,670	10,682	16,382	27,065	12,000	16,382	16,382	32,764
	Total Interest Income	6,155	7,670	10,682	16,382	27,065	12,000	16,382	16,382	32,764
55-00-00-4810	Miscellaneous Revenue	29,964	27,566	48,379	150	48,529	16,000	0	0	0
55-00-00-4840	Financing Proceeds	0	0	0	0	0	22,000	0	0	0
	Total Miscellaneous	29,964	27,566	48,379	150	48,529	38,000	0	0	0
55-00-00-4010	Carryover Balance	1,299,427	1,697,619	1,918,457	0	1,918,457	1,860,995	2,377,253	0	2,377,253
	Total Carryover	1,299,427	1,697,619	1,918,457	0	1,918,457	1,860,995	2,377,253	0	2,377,253
	Total Water Revenues	4,335,600	4,794,718	5,260,369	3,340,473	8,600,842	8,023,195	5,762,596	3,610,451	9,373,047



Expenditures						2015/17	2015/17			2017/19
Account	Description	2013/14 Actual	2014/15 Actual	2015/16 Actual	2016/17 Estimate	Biennial Projected	Biennial Budget	2017/18 Proposed	2018/19 Proposed	Total Proposed Biennial Budget
55-70-43-5010	Salaries & Wages	379,278	375,198	406,710	387,532	794,242	841,500	447,064	469,789	916,853
55-70-43-5020	Overtime Wages	4,125	3,265	5,478	3,447	8,895	16,000	8,000	8,000	16,000
55-70-43-5560	City Taxes and Benefits	243,296	236,371	243,303	240,026	483,329	549,300	306,645	333,150	639,795
	Total Personnel Services	626,700	614,834	655,492	630,975	1,286,466	1,406,800	761,709	810,939	1,572,648
55-70-43-6110	City Facilities Rental	40,000	40,000	48,500	48,500	97,000	97,000	48,500	48,500	97,000
55-70-43-6120	City Equipment Rental	85,000	89,000	95,000	115,000	210,000	210,000	118,000	119,000	237,000
55-70-43-6130	City Overhead Fees	355,000	445,000	445,000	445,000	890,000	890,000	375,000	375,000	750,000
55-70-43-6140	Public Works Overhead Fees	227,000	200,000	200,000	210,000	410,000	410,000	215,000	215,000	430,000
55-70-43-6220	Bad Debt	203	0	0	0	0	0	0	0	0
55-70-43-6230	Bank/VISA Fees	8,078	9,010	8,613	9,358	17,971	20,000	9,500	9,500	19,000
55-70-43-6240	Insurance Premiums/claims	0	2,700	0	0	0	0	0	0	0
55-70-43-6280	Travel/Training	10,350	11,663	17,462	10,853	28,315	27,000	25,000	25,000	50,000
55-70-43-6350	Professional Services	20,882	28,931	29,753	0	29,753	40,000	10,000	10,000	20,000
55-70-43-6360	Contract Services	61,230	72,726	67,175	54,239	121,414	142,000	60,000	60,000	120,000
55-70-43-6365	Other Services (Backflow)	0	0	0	0	0	88,200	0	0	0
55-70-43-6422	Utility Discount	0	0	476	1,045	1,521	10,000	1,200	1,200	2,400
55-70-43-6540	Infrastructure Maintenance	106,526	110,957	106,430	83,964	190,394	210,000	110,000	110,000	220,000
55-70-43-6550	SCADA Software Maintenance	0	2,670	8,500	8,500	17,000	20,000	8,500	8,500	17,000
55-70-43-6560	Water Rights Maintenance	24,350	24,788	25,498	26,075	51,573	64,000	27,000	27,000	54,000
55-70-43-6610	Books/Publications	187	300	65	104	169	700	250	250	500
55-70-43-6620	Clothing Allowance	1,451	1,949	3,408	2,806	6,214	4,400	4,000	4,000	8,000
55-70-43-6640	Dues/Licenses	3,153	3,320	3,987	1,467	5,454	4,000	2,000	2,000	4,000
55-70-43-6680	Office/Shop Supplies	10,584	5,736	6,844	5,000	11,844	10,000	5,000	5,000	10,000
	Safety/Ergonomic Supplies	0	0	0	0	0	0	2,500	2,500	5,000
55-70-43-6690	Postage	110	377	101	60	161	550	150	150	300
55-70-43-6695	Sm Equip/Tools/Furniture	4,929	4,750	6,283	11,920	18,203	10,000	13,000	11,000	24,000
55-70-43-6720	Electric	29,313	33,201	30,333	31,922	62,255	63,000	35,000	35,000	70,000
55-70-43-6740	Phone/Internet	9,830	11,490	10,232	14,169	24,401	23,500	15,000	15,000	30,000
55-70-43-6750	MWC Water Purchase	598,484	603,930	692,353	726,950	1,419,303	1,390,000	700,000	735,000	1,435,000
55-70-43-6752	Water Franchise Fee	0	65,000	65,000	65,000	130,000	130,000	66,000	67,000	133,000
	Total Materials & Services	1,596,657	1,767,496	1,871,013	1,871,932	3,742,945	3,864,350	1,850,600	1,885,600	3,736,200
55-70-43-7150	Equipment	0	0	0	21,370	21,370	27,000	14,500	14,500	29,000
55-70-43-7200	Prior Capital Projects	19,481	0	0	0	0	0	0	0	0
55-70-43-7200	Infrastructure Improvements	0	14,833	5,776	131,724	137,500	275,000	830,000	20,000	850,000
55-70-43-7230	Freeman Rd (CMAQ Project)	0	88,638	200,000	0	200,000	200,000	0	0	0
55-70-43-7249	R&R Projects	0	1,225	4,158	19,469	23,627	115,000	100,000	100,000	200,000
	Total Capital Projects	19,481	104,695	209,934	172,563	382,497	617,000	944,500	134,500	1,079,000
55-70-43-7531	Note Payable Int - 10th/Scenic/Upton	8,627	8,500	1,439	1,439	2,878	0	0	0	0
55-70-43-7531	Note Payable - Pine Water Line - Front to 7th	0	0	0	0	0	0	32,995	44,285	77,280
55-70-43-7550	Loan Interest - Water Reservoir	386,145	183,960	177,085	173,661	350,746	354,300	128,405	123,423	251,828
55-70-43-7631	Note Payable Princ - 10th/Scenic/Upton	0	0	12,650	12,650	25,300	25,300	0	0	0
55-70-43-7650	Loan Principal - Water Reservoir-Refinancing	0	196,776	203,466	210,384	423,850	413,900	309,935	280,000	589,935
	Total Debt Service	394,772	389,236	394,640	398,134	792,774	793,500	471,335	447,708	919,043
	Total Water Operations/Capital Projects	2,637,610	2,876,261	3,131,078	3,073,603	6,204,681	6,681,650	4,028,144	3,278,747	7,306,891

Water Improvements						2015/17	2015/17			2017/19
Account	Description	2013/14 Actual	2014/15 Actual	2015/16 Actual	2016/17 Estimate	2015/17 Biennial Projected	2015/17 Biennial Budget	2017/18 Proposed	2018/19 Proposed	Total Proposed Biennial Budget
55-70-59-7150	Capital Projects -Equipment	0	0	0	0	0	65,000	0	0	0
55-70-59-7150	Capital Projects	0	0	0	0	0	0	75,000	180,000	255,000
55-70-59-7222	Water Reservoir	0	0	0	17,632	17,632	50,000	25,000	0	25,000
	Total Capital Projects	0	0	0	17,632	17,632	115,000	100,000	180,000	280,000
55-70-59-7660	Developer Reimbursements	371	0	1,276	0	1,276	35,000	30,000	5,000	35,000
	Total Debt Service	371	0	1,276	0	1,276	35,000	30,000	5,000	35,000
	Total Water SDC Capital Projects	371	0	1,276	17,632	18,908	150,000	130,000	185,000	315,000
Interdepartmental						2015/17	2015/17			2017/19
Account	Description	2013/14 Actual	2014/15 Actual	2015/16 Actual	2016/17 Estimate	2015/17 Biennial Projected	2015/17 Biennial Budget	2017/18 Proposed	2018/19 Proposed	Total Proposed Biennial Budget
55-90-37-9000	Contingency	0	0	0	0	0	151,100	0	151,100	151,100
	Total Contingency		0	0	0	0	151,100	0	151,100	151,100
55-90-37-9500	Ending Balance	1,697,619	1,918,457	2,128,015	0	2,377,253	1,040,445	0	1,600,056	1,600,056
	Total Ending Balance	1,697,619	1,918,457	2,128,015	0	2,377,253	1,040,445	0	1,600,056	1,600,056
	Total Interdepartmental	1,697,619	1,918,457	2,128,015	0	2,377,253	1,191,545	0	1,751,156	1,751,156
	Total Water Fund Requirements	4,335,600	4,794,718	5,260,369	3,091,235	8,600,842	8,023,195	4,158,144	5,214,903	9,373,047

OVERALL GOAL

The purpose of the Stormwater Fund is to protect the quality of storm water runoff generated within the city; protect against hazardous material spills that may discharge into the storm or sanitary sewer, and enforcing construction rules for erosion control.

Stormwater Quality, a division of the Stormwater Fund, is responsible for installing, monitoring, maintaining, and cleaning the city’s storm drain system, street sweeping, as well as implements and enforces rules and regulations from the Department of Environmental Quality (DEQ), Environmental Protection Agency (EPA) and the Federal Emergency Management Agency (FEMA).

Fund Resources: This is an Enterprise Fund and is self-supporting - primarily from stormwater utility and stormwater quality fees.

KEY OBJECTIVES

- Phase 2 Permit: To retain our business relationship with RVSS while revised Phase 2 permit is ongoing until a separate permit is granted to the City for maintenance of the storm water quality program
- Maintain Drainage System Capacity: To protect streams, streets, and private property from flooding - continue the system maintenance program of catch basin and curb inlet repair, clean and vacuum on a three year rotation, and maintain system flow capacities through open channel cleaning
- Save for 2021 Construction of West Pine Street that will include new culverts, storm water and water quality and pedestrian bridge.

KEY PERFORMANCE MEASURES

- City will be implementing new performance measure will look at three new measures in the 17/19 budget.
 - Amount of Street Sweeping Miles Per Year
 - Inspection and Cleaning of Inlets
 - Inspection and Cleaning of Main Pipe.
- Floodplain/Community Rating System Review: In collaboration with the Planning Department, track number of inquiries and public meetings to ensure citizens and business community are informed of program.

Dollar Value of Flood Damage Claims

	2012	2013	2014	2015
<i>Dollar amount</i>	\$0	\$0	\$0	\$0

2017/19 DEPARTMENT GOALS

- Maintain CRS Rating collaboration with Planning
- Street sweep arterials/collectors weekly
- Limit localized and seasonal flooding
- Quickly verify water quality issues
- Inspect for illegal track out for new development
- Protect stream system from toxins
- Construction of Beall Lane Storm Drainage to fill missing Gap
- Construction of new Rose Valley Pedestrian Bridge

Revenues		2013/14	2014/15	2015/16	2016/17	2015/17	2015/17	2017/18	2018/19	2017/19
Account	Description	Actual	Actual	Actual	Estimate	Biennial Projected	Biennial Budget	Proposed	Proposed	Total Proposed Biennial Budget
57-00-00-4450	Public Works Fees	31	630	0	150	150	1,000	150	150	300
57-00-00-4464	SDC Stormwater Fees - Imp	52,834	45,417	36,297	35,877	72,174	139,500	45,000	45,000	90,000
57-00-00-4467	SDC Stormwater Fees - Reimb	0	0	0	0	0	12,200	12,000	12,000	24,000
57-00-00-4471	Stormwater Quality Fees	112,478	114,236	115,172	115,907	231,079	220,000	115,907	115,907	231,814
57-00-00-4472	Stormwater Utility Fees	707,406	716,088	722,073	724,303	1,446,376	1,415,000	724,303	738,789	1,463,092
	Total Charges for Services	872,749	876,371	873,542	876,237	1,749,779	1,787,700	897,360	911,846	1,809,206
57-00-00-4710	Interest Income	3,740	4,384	5,556	7,947	13,502	7,000	7,947	7,947	15,894
	Total Interest Income	3,740	4,384	5,556	7,947	13,502	7,000	7,947	7,947	15,894
57-00-00-4810	Miscellaneous Revenue	1,684	5,673	1,688	0	1,688	2,000	0	0	0
57-00-00-4840	Loan Proceeds	0	0	0	0	0	0	0	0	0
	Total Miscellaneous Revenue	1,684	5,673	1,688	0	1,688	2,000	0	0	0
57-00-00-4010	Carryover Balance	662,025	850,205	989,363	0	989,363	934,860	1,084,275	0	1,084,275
	Total Carryover Balance	662,025	850,205	989,363	0	989,363	934,860	1,084,275	0	1,084,275
	Total Stormwater Revenues	1,540,198	1,736,633	1,870,149	884,184	2,754,332	2,731,560	1,989,582	919,793	2,909,375



Expenditures						2015/17	2015/17			2017/19
Account	Description	2013/14 Actual	2014/15 Actual	2015/16 Actual	2016/17 Estimate	Biennial Projected	Biennial Budget	2017/18 Proposed	2018/19 Proposed	Total Proposed Biennial Budget
57-70-43-5010	Salaries & Wages	123,471	129,928	124,758	111,426	236,184	302,600	109,076	114,949	224,025
57-70-43-5020	Overtime Wages	591	263	437	309	745	6,800	3,400	3,400	6,800
57-70-43-5560	City Taxes and Benefits	77,500	77,738	74,515	67,799	142,314	201,000	80,282	87,454	167,736
	Total Personnel Services	201,563	207,929	199,709	179,534	379,243	510,400	192,758	205,803	398,561
57-70-43-6110	City Facilities Rental	27,000	27,000	30,000	30,000	60,000	60,000	30,000	30,000	60,000
57-70-43-6120	City Equipment Rental	40,000	45,000	58,300	61,500	119,800	119,800	66,000	66,000	132,000
57-70-43-6130	City Overhead Fees	85,000	113,000	113,000	113,000	226,000	226,000	86,000	86,000	172,000
57-70-43-6140	Public Works Overhead Fees	112,000	110,000	110,000	116,000	226,000	226,000	125,000	125,000	250,000
57-70-43-6210	Bank/VISA Fees	8,078	9,010	8,613	8,479	17,092	20,000	9,000	9,000	18,000
57-70-43-6270	Lease/Rentals	831	12,016	412	419	831	46,000	40,000	0	40,000
57-70-43-6280	Travel/Training	1,686	2,422	2,812	4,526	7,338	7,000	3,500	3,500	7,000
57-70-43-6350	Professional Services	34,019	17,136	8,044	3,510	11,554	15,000	8,000	8,000	16,000
57-70-43-6360	Contract/Other Services	26,689	25,033	20,077	12,943	33,020	56,000	22,000	22,000	44,000
57-70-43-6540	Infrastructure Maintenance	9,201	9,009	4,477	3,298	7,775	20,000	5,000	5,000	10,000
57-70-43-6620	Clothing Allowance	910	740	1,358	2,000	3,358	2,000	2,000	2,000	4,000
57-70-43-6640	Dues/Licenses	773	669	737	207	944	500	500	500	1,000
57-70-43-6680	Office/Shop Supplies	5,131	4,735	3,892	5,000	8,892	8,400	5,000	5,000	10,000
57-70-43-6680	Safety/Ergonomic Supplies	0	0	0	0	0	0	2,500	2,500	5,000
57-70-43-6690	Postage	30	2,909	0	0	0	6,000	0	0	0
57-70-43-6695	Sm Equip/Tools/Furniture	1,353	10,759	7,390	8,000	15,390	20,000	6,000	6,000	12,000
57-70-43-6710	Disposal	3,947	3,893	3,649	3,592	7,241	10,000	4,000	4,000	8,000
57-70-43-6740	Phone/Internet	1,470	1,233	906	1,196	2,102	3,000	1,200	1,200	2,400
	Total Materials & Services	358,119	394,564	373,667	373,670	747,337	845,700	415,700	375,700	791,400
57-70-43-7150	Equipment	0	0	0	21,370	21,370	35,000	10,000	10,000	20,000
57-70-43-7200	Prior Capital Projects	51,497	0	0	0	0	0	0	0	0
57-70-43-7150	Jetter Truck Lease/Purchase	0	0	0	0	0	0	0	93,000	93,000
57-70-43-7200	Capital Projects	0	0	0	0	0	0	50,000	35,000	85,000
57-70-43-7230	Freeman Rd (CMAQ Project)	0	0	162,000	0	162,000	162,000	0	0	0
57-70-43-7238	Skyrman Park - Arboretum	0	5,963	0	50,000	50,000	50,000	0	0	0
	Total Capital Projects	51,497	5,963	162,000	71,370	233,370	247,000	60,000	138,000	198,000
57-70-43-7531	Debt Service (10th/Scenic/Upton)	9,000	9,000	2,084	14,152	16,236	0	0	0	0
57-70-43-7631	Note Payable Princ-10th/Scenic/Upton	0	0	18,320	2,084	20,404	36,640	0	0	0
	Total Debt Service	9,000	9,000	20,404	16,236	36,640	36,640	0	0	0
	Total Stormwater Operations/Cap. Projects	620,178	617,456	755,780	640,810	1,396,590	1,639,740	668,458	719,503	1,387,961

Account	Description	2013/14	2014/15	2015/16	2016/17	2015/17	2015/17	2017/18	2018/19	2017/19
		Actual	Actual	Actual	Estimate	Biennial Projected	Biennial Budget	Proposed	Proposed	Total Proposed Biennial Budget
57-70-47-6280	Travel/Training	1,348	1,484	0	0	0	4,000	2,000	2,000	4,000
57-70-47-6350	Professional Services	7,488	1,559	0	28,672	28,672	20,000	10,000	10,000	20,000
57-70-47-6360	Contract/Other Services	45,785	48,097	48,750	45,000	93,750	90,000	45,000	45,000	90,000
57-70-47-6480	Stormwater Quality Projects	0	2,539	0	0	0	5,000	1,000	1,000	2,000
57-70-47-6690	Postage	0	500	0	0	0	5,000	2,500	2,500	5,000
	Total Materials & Services	54,622	54,179	48,750	73,672	122,422	124,000	60,500	60,500	121,000
57-70-47-7230	Freeman Rd (CMAQ Project)	0	51,500	50,000	50,000	100,000	100,000	0	0	0
57-70-43-7200	Capital Projects	0	0	0	0	0	0	70,000	0	70,000
	Total Capital Projects	0	51,500	50,000	50,000	100,000	100,000	70,000	0	70,000
57-70-47-8000	Transfer Out - General Fund	0	0	0	0	0	0	0	0	0
	Total Transfers Out	0	0	0	0	0	0	0	0	0
	Total Stormwater Quality	54,622	105,679	98,750	123,672	222,422	224,000	130,500	60,500	191,000



SDC						2015/17	2015/17			2017/19
Account	Description	2013/14 Actual	2014/15 Actual	2015/16 Actual	2016/17 Estimate	Biennial Projected	Biennial Budget	2017/18 Proposed	2018/19 Proposed	Total Proposed Biennial Budget
57-70-59-7200	Capital Projects	1,240	0	0	0	0	0	0	0	0
57-70-59-7230	Freeman Rd (CMAQ Project)	0	11,000	38,000	0	38,000	38,000	0	0	0
57-70-59-7238	Comet Avenue (And Victoria)	0	0	0	0	0	40,000	0	0	0
	Total Capital Projects	1,240	11,000	38,000	0	38,000	78,000	0	0	0
57-70-59-7531	Debt Service -10th/Scenic/Upton	11,500	11,500	0	11,230	11,230	22,460	0	0	0
57-70-59-7660	Developer Reimbursements	2,453	1,636	1,815	0	1,815	13,000	8,000	0	8,000
	Total Debt Service	13,953	13,136	1,815	11,230	13,045	35,460	8,000	0	8,000
	Total Stormwater SDC Capital Projects	15,193	24,136	39,815	11,230	51,045	113,460	8,000	0	8,000

Interdepartmental						2015/17	2015/17			2017/19
Account	Description	2013/14 Actual	2014/15 Actual	2015/16 Actual	2016/17 Estimate	Biennial Projected	Biennial Budget	2017/18 Proposed	2018/19 Proposed	Total Proposed Biennial Budget
57-90-37-8000	Transfers Out - General Fund	0	0	0	0	0	0	0	0	0
	Total Transfers Out	0	0	0	0	0	0	0	0	0
57-90-37-9000	Contingency	0	0	0	0	0	46,500	0	46,500	46,500
	Total Contingency	0	0	0	0	0	46,500	0	46,500	46,500
57-90-37-9500	Ending Balance	850,205	989,363	975,804	108,472	1,084,275	707,860	0	1,275,914	1,275,914
	Total Ending Balance	850,205	989,363	975,804	108,472	1,084,275	707,860	0	1,275,914	1,275,914
	Total Interdepartmental	850,205	989,363	975,804	108,472	1,084,275	754,360	0	1,322,414	1,322,414
	Total Stormwater Requirements	1,540,198	1,736,634	1,870,149	884,184	2,754,332	2,731,560	806,958	2,102,417	2,909,375



Overall Goal

The Internal Services Fund which is comprised of three separate divisions, Public Works Administration, Facilities Maintenance and Fleet Maintenance is to account for activities and services performed primarily for other organizational units within the City.

Revenues are primarily derived from charges for services rendered to recover cost of services only. The three separate divisions are funded by the Water, Storm Drain and Street Funds. Facilities Maintenance is also funded partially by the general fund.

Key Objectives

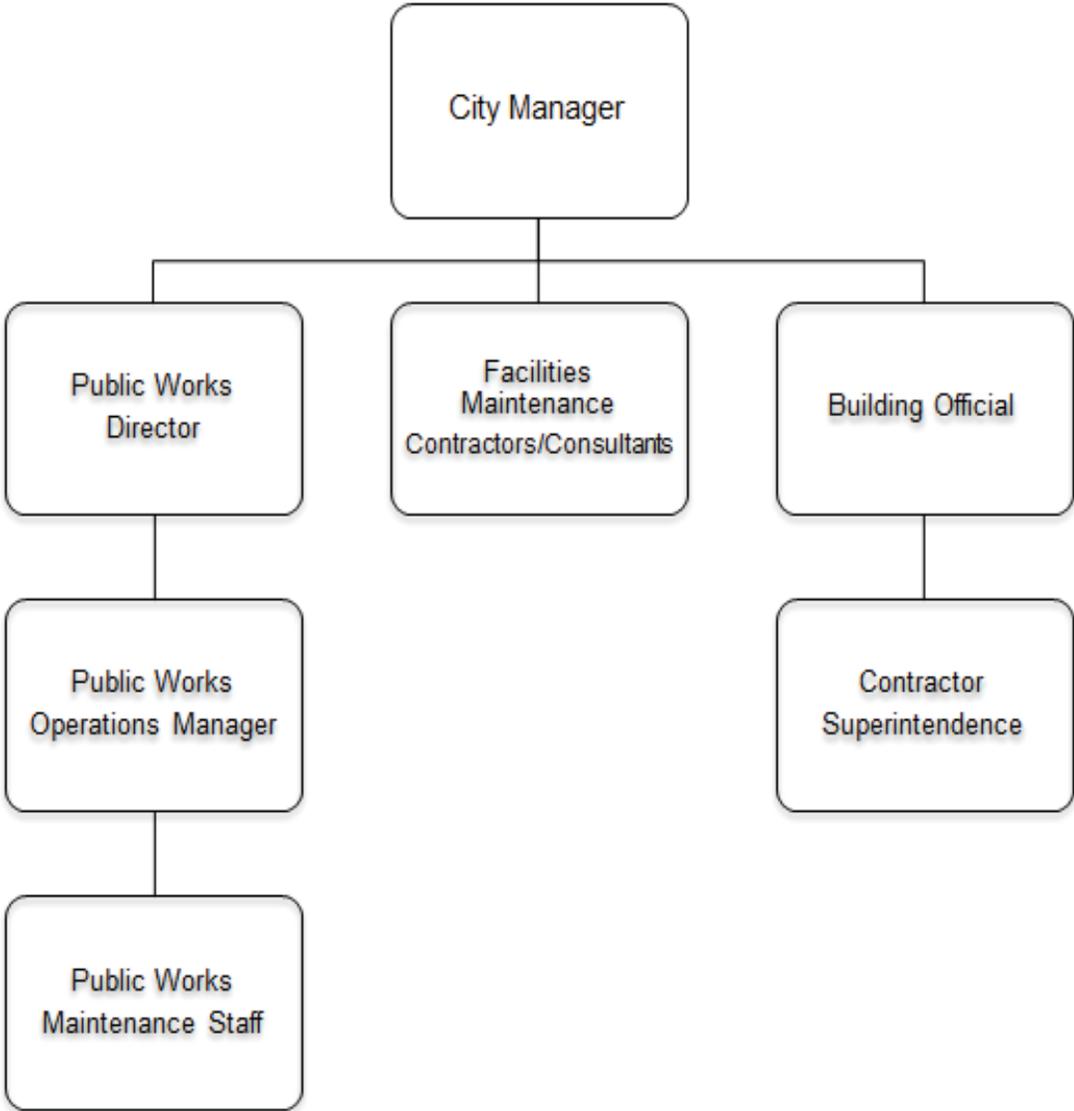
- **Public Works Division:** responsible for operating, maintaining, improving, and planning for the future of the City's public infrastructure. Public infrastructure is the foundation of our lifestyles as it delivers clean water to our homes and businesses, provides us passage from one place to another, and prevents storm water and runoff from flooding our streets
- **Facilities Management:** responsible for cleaning, maintenance, repair and small design of future space needs in existing buildings or new City facilities
- **Fleet Maintenance:** to schedule and maintain vehicles and equipment for the City, except for the Police Vehicles

Performance Measures

Performance measures are found within the following division budget detail pages.

Revenues		2013/14	2014/15	2015/16	2016/17	2015/17	2015/17	2017/18	2018/19	2017/19
Account	Description	Actual	Actual	Actual	Estimate	Biennial Projected	Biennial Budget	Proposed	Proposed	Total Proposed Biennial Budget
60-00-00-4320	Federal Grants	0	0	0	0					0
	Total Intergovernmental	0	0	0	0					0
60-00-00-4405	City Facilities Rental	232,600	232,600	268,000	268,000	536,000	536,000	268,700	269,700	538,400
60-00-00-4410	City Equipment Rental	295,700	312,700	348,000	400,000	748,000	748,000	412,500	419,500	832,000
60-00-00-4417	Public Works Overhead Fees	619,000	555,000	555,000	581,000	1,136,000	1,136,000	592,000	602,000	1,194,000
60-00-00-4420	Urban Renewal Services	0	0	5,000	5,000	10,000	10,000	5,000	5,000	10,000
60-00-00-4450	Public Works Fees	26,925	38,564	40,364	33,493	73,857	40,000	30,000	30,000	60,000
60-00-00-4460	Rental Income	2,954	2,409	2,458	2,507	4,965	2,000	2,000	2,000	4,000
60-00-00-4830	Sale of Assets	29,987	0	0	0	0	2,000	1,000	1,000	2,000
	Total Charges for Service	1,207,165	1,141,273	1,218,822	1,290,000	2,508,822	2,474,000	1,311,200	1,329,200	2,640,400
60-00-00-4710	Interest Income	1,592	1,562	1,744	3,184	4,928	1,000	2,500	2,500	5,000
	Total Interest Income	1,592	1,562	1,744	3,184	4,928	1,000	2,500	2,500	5,000
60-00-00-4810	Miscellaneous Revenue	8,439	12,097	11,935	792	12,727	2,000	1,000	1,000	2,000
	Total Miscellaneous	8,439	12,097	11,935	792	12,727	2,000	1,000	1,000	2,000
60-00-00-4010	Carryover Balance	233,316	239,394	199,586	0	199,586	153,380	354,607	0	354,607
	Total Carryover	233,316	239,394	199,586	0	199,586	153,380	354,607	0	354,607
	Total Internal Services Revenues	1,450,513	1,394,326	1,432,087	1,293,976	2,726,062	2,630,380	1,669,307	1,332,700	3,002,007

Facilities Maintenance



OVERALL GOAL

The purpose of the Facilities Maintenance Division is to maintain all city facilities and to coordinate construction activities to retrofit and upgrade older city owned facilities.

PROJECTS 2017-2019

- Storage upgrades at existing public works corporation yard
- Aesthetic enhancements to old city hall facility
- Continued HVAC replacement for old city hall facility
- Council Chambers media/digital upgrades
- Elevator replacement in old city hall facility
- Miscellaneous public works facility upgrades
- Miscellaneous parks and recreation facility upgrades

KEY OBJECTIVES

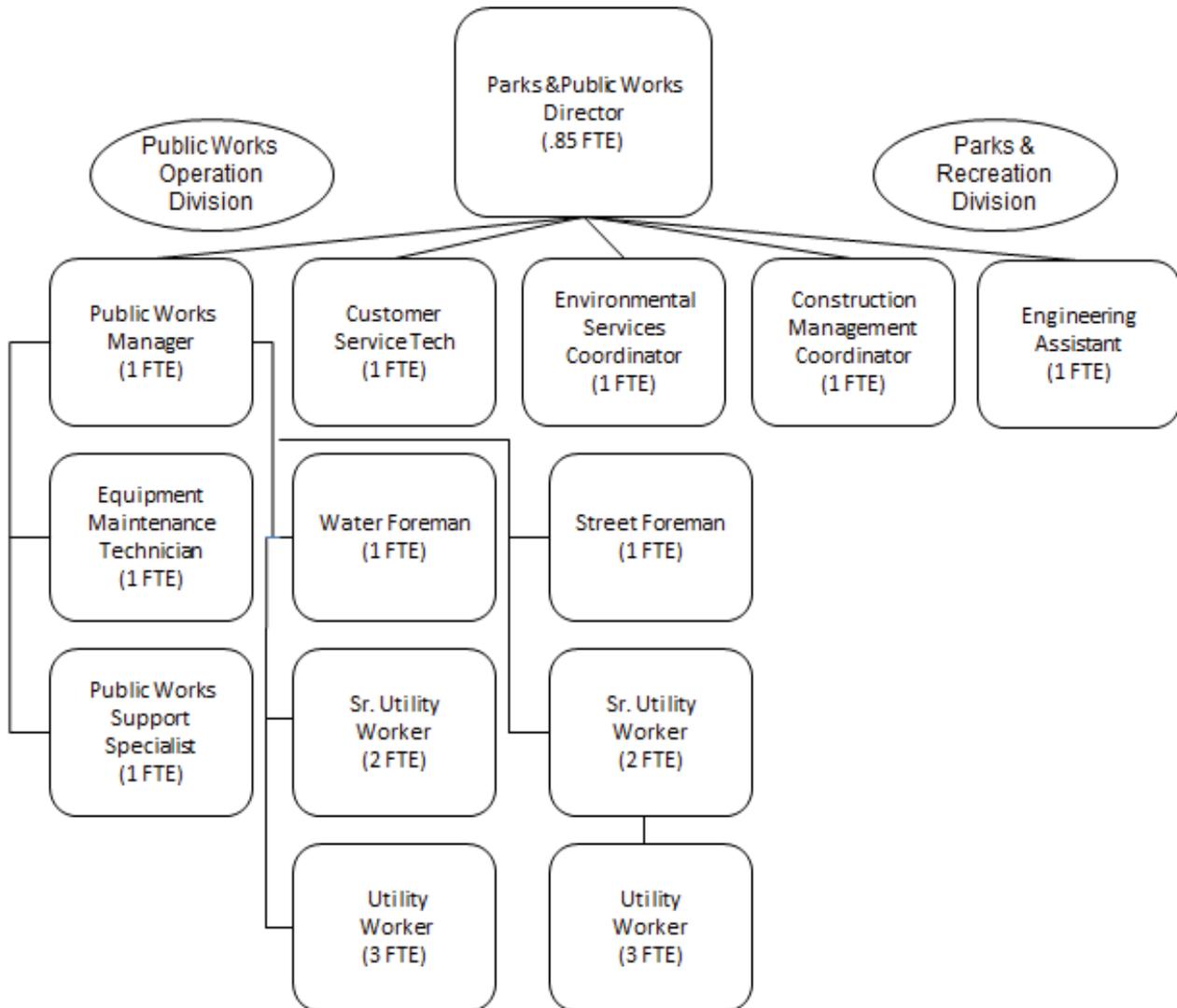
- Continue with the development of a city wide maintenance plan to better anticipate necessary facility requirements including an appropriate annual budget for facility repairs
- Contract janitorial services
- Improve facilities to ensure that the community and employees have safe, efficient, clean and contemporary city facilities
- Continue to improve security and implement improvements to better utilize existing facilities
- Address facility concerns in a timely manner, with tracking of all requests
- Prioritize safety needs, then consider issues that can lead to further damage; routine maintenance will follow when other issues have been resolved
- Ensure that all maintenance and repairs keep water and electrical conservation a priority
- Make recycling options for employees and visitors to City buildings easily accessible
- Coordinate with the City's Safety Committee to ensure OSHA regulations and code violations are addressed in a timely manner

PERFORMANCE MEASURES

- Track all internal facilities maintenance repairs/requests
- Complete all necessary preventive maintenance
- Maintain all city facilities in a manner that displays a positive image
- Maintain and construct public facilities that integrate with the downtown business district

Account	Description	2013/14	2014/15	2015/16	2016/17	2015/17	2015/17	2017/18	2018/19	2017/19
		Actual	Actual	Actual	Estimate	Biennial Projected	Biennial Budget	Proposed	Proposed	Total Proposed Biennial Budget
60-70-11-6130	City Overhead Fees	13,000	13,000	13,000	13,000	26,000	26,000	13,000	13,000	26,000
60-70-11-6360	Contract/Other Services	46,002	90,731	102,188	101,756	203,944	187,500	100,000	100,000	200,000
60-70-11-6530	Building/Grounds Maintenance	64,285	62,300	34,440	21,758	56,198	112,500	57,500	57,500	115,000
60-70-11-6670	Maintenance Supplies	6,913	6,472	5,164	3,508	8,672	11,500	6,500	6,500	13,000
60-70-11-6695	Sm Equip/Tools/Furniture	4,177	442	1,010	9,873	10,883	4,000	5,000	5,000	10,000
60-70-11-6720	Electric	63,290	62,699	62,121	54,747	116,869	120,000	65,000	65,000	130,000
60-70-11-6730	Natural Gas	9,555	8,085	9,845	7,908	17,753	44,000	22,000	22,000	44,000
60-70-11-6740	Phone/Internet	842	206	0	0	0	2,000	1,000	1,000	2,000
60-70-11-6750	Water/Sewer/Stormwater	3,459	4,272	4,431	4,339	8,770	12,000	6,000	6,000	12,000
	Total Materials & Services	211,524	248,208	232,200	216,890	449,089	519,500	276,000	276,000	552,000
60-70-11-7101	City Facility Improvements	0	0	0	0	0	40,000	65,000	35,000	100,000
60-70-11-7150	Equipment	26,016	0	0	0	0	0	0	0	0
	Total Capital Projects	26,016	0	0	0	0	40,000	65,000	35,000	100,000
	Total Facilities	237,540	248,208	232,200	216,890	449,089	559,500	341,000	311,000	652,000

**Parks & Public Works
(19.85 FTE)**



OVERALL GOAL

To provide management and support services to crews maintaining public infrastructure. Responsible for master planning, project management and design, infrastructure information gathering and warehousing, and inspection and regulation of all public and private development in the city as well as general administration of both Parks and Public Works divisions.

Fund Resources: This is an internal services fund and is funded by public works overhead fees obtained from Parks, Streets, Water and Stormwater funds.

KEY OBJECTIVES

- Support Field Crew: To support field crew maintenance activities by providing leadership, adequate training, new technologies, material and equipment procurement and other supportive functions of all maintenance crews
- Backflow Prevention: Third year of program. Will be focusing efforts on getting all post 1990 homes with irrigation systems on backflows.
- Enterprise Funds Management: Will be monitoring closely to potentially add more projects based upon development applications and state and federal

KEY PERFORMANCE MEASURES

- Project Management – CIP projects no more than 110% of project award
- Grants Awarded – are we actively submitting for grant funding and how many grants awarded annually

2017/2019 DEPARTMENT GOALS

- Project management of all capital projects
- New Aerial for City and GIS implementation
- Backflow prevention assessment
- Water Conservation Phase 1 Implementation

Account	Description	2013/14	2014/15	2015/16	2016/17	2015/17	2015/17	2017/18	2018/19	2017/19
		Actual	Actual	Actual	Estimate	Biennial Projected	Biennial Budget	Proposed	Proposed	Total Proposed Biennial Budget
60-70-27-5010	Salaries & Wages	304,521	320,080	263,466	264,246	527,712	551,200	301,054	315,507	616561
60-70-27-5020	Overtime Wages	1,839	959	1,079	3,938	5,017	9,000	4,500	4,500	9000
60-70-27-5560	City Taxes and Benefits	157,785	160,733	134,236	143,504	277,740	309,300	178,849	193,609	372458
	Total Personnel Services	464,146	481,772	398,781	411,688	810,469	869,500	484,403	513,616	998019
60-70-27-6130	City Overhead Fees	100,000	112,000	112,000	112,000	224,000	224,000	112,000	112,000	224,000
60-70-27-6280	Travel/Training	5,587	2,732	2,471	450	2,921	12,000	3,000	3,000	6,000
60-70-27-6350	Professional Services	25,093	44,831	34,398	8,513	42,912	60,000	35,000	35,000	70,000
60-70-27-6360	Contract/Other Services	1,198	1,026	825	548	1,374	2,000	1,000	1,000	2,000
60-70-27-6610	Books/Publications	119	213	82	104	186	1,000	250	250	500
60-70-27-6640	Dues/Licenses	736	940	265	0	265	1,100	250	250	500
60-70-27-6680	Office/Shop Supplies	3,500	5,030	3,689	7,630	11,319	10,000	5,000	5,000	10,000
60-70-27-6690	Postage	1,429	971	1,470	1,757	3,227	4,000	2,000	2,000	4,000
60-70-27-6695	Sm Equip/Tools/Furniture	0	0	0	0	0	0	0	0	0
60-70-27-6740	Phone/Internet	4,037	3,797	3,404	3,520	6,924	9,000	3,800	3,800	7,600
	Total Materials & Services	141,700	171,538	158,605	134,523	293,127	323,100	162,300	162,300	324,600
	Total Public Works Administration	605,846	653,311	557,385	546,211	1,103,596	1,192,600	646,703	675,916	1,322,619

OVERALL GOAL

This division of Internal Services is to provide oversight of maintenance of City vehicles and equipment; and to ensure that they are maintained to satisfactory levels and maximum life expectancy.

Note: This does not include the police vehicles.

Fund Resources: This division is supported primarily by equipment rental and some public works overhead fees.

KEY OBJECTIVES

- **Vehicle Inventory and Assessment:** Review of all rolling stock and equipment, age of equipment, and to assess maintenance needs and retainage necessity
- **Preventative Maintenance/New Vehicles:** Ensure that all vehicles are maintained on schedule and that older vehicles are moved out of service within a 7 to 10 year timeframe depending on frequency of use

KEY PERFORMANCE MEASURES

- **Equipment/Vehicles - Annual review of efficiencies of outsourcing:** Both equipment repair and vehicle repair were up over the two year budget mainly linked to two vehicles. The street sweeper and a parks vehicle. The sweeper and parks truck were replaced in February 2017.

	2015/16	YTD	2016/17	YTD
Vehicle Repair/Maintenance	Adopted	Expensed	Adopted	Expensed
Equipment Repair/Maintenance	20,000	44,646	20,000	14,039

- **Rolling stock available:** The only issue this past year with meeting our 90% gals were the previously mentioned

2017/2019 DEPARTMENT GOALS

- Re-assessing 7-10 year replacement program
- Obtaining lease for new Jetter with Enterprise Funds

Account	Description	2013/14 Actual	2014/15 Actual	2015/16 Actual	2016/17 Estimate	2015/17 Biennial Projected	2015/17 Biennial Budget	2017/18 Proposed	2018/19 Proposed	2017/19 Total Proposed Biennial Budget
60-70-29-5010	Salaries & Wages	50,448	50,830	52,188	87,597	139,784	112,450	49,420	52,000	101,420
60-70-29-5020	Overtime Wages	0	0	0	557	557	1,000	500	500	1,000
60-70-29-5560	City Taxes and Benefits	30,113	30,175	32,096	44,512	76,608	72,650	34,980	38,040	73,020
	Total Personnel Services	80,561	81,005	84,283	132,666	216,949	186,100	84,900	90,540	175,440
60-70-29-6270	Lease/Rentals	10,509	16,639	5,246	1,959	7,205	24,000	56,000	56,000	112,000
60-70-29-6280	Travel/Training	118	226	0	1,003	1,003	800	2,000	2,000	4,000
60-70-29-6360	Contract/Other Services	24,828	33,273	41,924	30,197	72,121	60,000	35,000	35,000	70,000
60-70-29-6510	Vehicle Repair/Maintenance	6,674	10,245	15,741	35,243	50,984	16,000	27,000	27,000	54,000
60-70-29-6520	Equipment Repair/Maintenance	27,831	22,679	44,646	24,527	69,173	40,000	25,000	25,000	50,000
60-70-29-6620	Clothing Allowance	0	12	150	150	300	500	250	250	500
60-70-29-6660	Fuel	51,571	44,483	27,183	29,142	56,324	108,000	35,000	40,000	75,000
60-70-29-6680	Office/Shop/Safety Supplies	1,037	188	14,701	6,191	20,892	1,000	7,000	7,000	14,000
60-70-29-6695	Sm Equip/Tools	9,309	5,539	4,130	10,798	14,927	15,000	22,000	22,000	44,000
60-70-29-6710	Disposal	0	0	0	0	0	200	0	0	0
60-70-29-6740	Phone/Internet	1,652	2,235	2,045	500	2,545	4,000	2,000	2,000	4,000
	Total Materials & Services	133,530	135,518	155,765	139,710	295,474	269,500	211,250	216,250	427,500
60-70-29-7150	Equipment	73,642	76,697	75,347	181,000	256,347	307,000	90,000	120,000	210,000
60-70-29-7151	Vehicles	0	0	0	0	0	0	0	0	0
	Total Capital Outlay	73,642	76,697	75,347	181,000	256,347	307,000	90,000	120,000	210,000
	Total Fleet Maintenance	287,733	293,221	315,395	453,375	768,770	762,600	386,150	426,790	812,940

Account	Description	2013/14	2014/15	2015/16	2016/17	2015/17	2015/17	2017/18	2018/19	2017/19
		Actual	Actual	Actual	Estimate	Biennial Projected	Biennial Budget	Proposed	Proposed	Total Proposed Biennial Budget
60-70-37-8000	Transfer Out - Facility Reserves	80,000	0	25,000	25,000	50,000	50,000	25,000	25,000	50,000
60-70-37-8000	Transfer Out - Equipment Reserves	0	0	0	0	0	0	0	0	0
	Total Transfers Out	80,000	0	25,000	25,000	50,000	50,000	25,000	25,000	50,000
60-70-37-9500	Ending Balance	239,394	199,586	302,107	52,500	354,607	65,680	0	164,448	164,448
	Total Ending Balance	239,394	199,586	302,107	52,500	354,607	65,680	0	164,448	164,448
	Total Interdepartmental	319,394	199,586	327,107	77,500	404,607	115,680	25,000	189,448	214,448
	Total Internal Services Requirements	1,450,513	1,394,326	1,432,087	1,293,976	2,726,062	2,630,380	1,398,853	1,603,154	3,002,007

Appendix

Appendix.....A-1
City of Central Point GoalsA-2
Salary ScheduleA-4
GlossaryA-5
Chart of Account DescriptionsA-8
Acronyms.....A-10

Projects for 2017/2019

The following goals/objectives have been adopted by council & staff for the 2017/2019 budget cycle. These objectives are designed to close the gaps between desired and actual performance and to take advantage of opportunities identified in the City's long-range strategic plan.

The proposed goals and objectives are developed by staff and presented to the council for adoption prior to formal budget approval. This timeline/process allows the goals to be measured against available fiscal resources. Additionally, every other year, the citizens of Central Point are surveyed to ensure that our strategic planning and goal setting, remain consistent with the values and priorities of the community.

Annually, administration will present a report to council on the progress of adopted goals and objectives. This will be done to measure performance and reprioritize as necessary. During the annual review, existing goals and objectives can be marked as completed or eliminated and new action items can be added.

Administration

- Recruitment procedures
- Facility updates
- Strategic plan update
- Public involvement programs

Community Development/Building

- Regional plan implementation
- Ordinance review and updates
- Representation on regional transportation committees
- Urban renewal priorities
- Recruitment of new businesses to Central Point
- Livable city designation
- Comprehensive plan updates

Finance

- Ordinance review
- Hotel/Motel audit
- City website updates
- Policies and procedures

Information Technology

- Audio/visual improvements to the Council Chambers
- Evidence.com and Axon body camera updates
- Video cameras in parks
- Email and records management software updates

Parks and Recreation

- Completion and implementation of Parks Master Plan
- Update of park structures
- Updated water park features
- Tennis court resurfacing
- Greenway blackberry removal
- Community center discussions

Public Works

- Construction projects
- Paving projects
- Water Projects
- Storm Drain Projects
- ADA compliance

Police Department

- Officer training
- MADGE participation
- Crisis Response Team work
- Updating older patrol vehicles
- Training for Officer Mattis, drug dog

Salary Schedule

Classification Pay Plan Effective July 1, 2016

Part A: General Service Bargaining Unit Positions (hourly) (monthly)

Classification Title	Grade	Step A	Step B	Step C	Step D	Step E	Step F
Grade 2-3	GS2-3	15.6400	16.4200	17.2400	18.1000	19.0100	19.9600
Office Assistant		2,711.00	2,846.00	2,988.00	3,137.00	3,295.00	3,460.00
Grade 4	GS4	17.0600	17.9100	18.8100	19.7500	20.7400	21.7800
Account Clerk: Accounts Payable		2,957.00	3,104.00	3,260.00	3,423.00	3,595.00	3,775.00
Account Clerk: Payroll/Purchase Orders							
Account Clerk: Utility Billing							
Community Development Support Specialist							
Parks Maintenance Worker							
Utility Worker							
Grade 5	GS5	19.1700	20.1300	21.1400	22.2000	23.3100	24.4800
Assistant Engineering Technician		3,323.00	3,489.00	3,664.00	3,848.00	4,040.00	4,243.00
Customer Service Technician							
Equipment Maint/Fabrication Technician							
Planning Technician							
PW Administrative Assistant							
Recreation Programs Coordinator							
Senior Utility Worker							
Grade 6	GS6	21.2300	22.2900	23.4000	24.5700	25.8000	27.0900
Acctg/Business Services Coordinator		3,680.00	3,864.00	4,056.00	4,259.00	4,472.00	4,696.00
Parks Lead							
Recreation Coordinator: Special Events/Mktg							
Grade 7	GS7	23.4000	24.5700	25.8000	27.0900	28.4400	29.8600
Community Planner		4,056.00	4,259.00	4,472.00	4,696.00	4,930.00	5,176.00
Foreman: Streets, Water							
Grade 8	GS8	26.1900	27.5000	28.8800	30.3200	31.8400	33.4300
Community Planner II		4,540.00	4,767.00	5,006.00	5,255.00	5,519.00	5,795.00
Construction Management Coordinator							
Environmental Services/GIS Coordinator							
Information Technology Specialist							
Grade 9	GS9	29.0700	30.5200	32.0500	33.6500	35.3300	37.1000
		5,039.00	5,290.00	5,555.00	5,833.00	6,124.00	6,431.00

Part B: Police Bargaining Unit Positions

Classification Title	Grade	Step A	Step B	Step C	Step D	Step E	Step F
Police Support Specialist	P110	3,019	3,170	3,329	3,495	3,670	3,854
Community Services Officer	P117	3,204	3,364	3,532	3,709	3,894	4,089
Police Officer	P145	4,107	4,312	4,528	4,754	4,992	5,242
Corporal	P150	4,542	4,769	5,007	5,257	5,520	5,796

Part C: Exempt, Non-Bargaining Unit, Management Positions

Classification Title	Band	Minimum	Maximum
Police Office Manager	I	4,150	5,600
Accountant/Finance Supervisor	II	5,150	6,900
City Recorder	II	5,150	6,900
Police Lieutenant (non-exempt)	II	5,150	6,900
Parks & Recreation Manager	II	5,150	6,900
Public Works Operations Manager	II	5,150	6,900
Building Division Manager	III	6,150	8,000
Police Captain	III	6,150	8,000
Department Director (CD, FIN, HR, IT, PPW)	IV	6,500	8,700
Police Chief	V	7,150	9,100

Approved by Council 6/23/16

- A Accrual Basis:** Method of accounting where expenditures and revenues are recorded when incurred, not when paid. The method differs from GAAP Accrual Basis in that, while capital outlays are recognized as expenditures, depreciation and amortization are not [ORS 294.311(1)]
- ADAAA:** Americans with Disabilities Act.
- Administrative City Overhead Fees:** Reimbursement for services that are paid for out of one fund, but benefit the programs in another fund.
- Adopted budget:** Financial plan that forms the basis for appropriations. Adopted by the governing body (ORS 294.435).
- AMR:** Automatic Meter Reading System.
- Annexation:** The incorporation of land into an existing city with a resulting change in the boundaries of that city.
- Annual Revenues:** The sum of all sources of estimated revenues of a fund, excluding Working Capital Carryover.
- Appropriation:** Authorization for spending a specific amount of money for a specific purpose during a fiscal year. It is based on the adopted budget, including supplemental budgets, if any. It is presented in a resolution or ordinance adopted by the governing body [ORS 294.311(3)].
- Appropriation Resolution:** The legal document passed by the City Council authorizing expenditures.
- Approved Budget:** The budget that has been approved by the budget committee. The data from the approved budget is published in the Financial Summary before the budget hearing (ORS 294.406).
- Assessed Value:** The market value set on real and personal property as a basis for imposing taxes. It is the lesser of the property's maximum assessed value or real market value.
- Audit:** The annual review and appraisal of a municipal corporation's accounts and fiscal affairs conducted by an accountant under contract, or the Secretary of State (ORS 297.425).
- Audit Report:** A report, in a form prescribed by the Secretary of State, made by an auditor expressing an opinion about the propriety of a local government's financial statements, and compliance with requirements, orders and regulations.
- B Bonded Debt Levy:** Property tax levy dedicated to repayment of General Obligation Bonds authorized by more than 50 percent of the community's registered voters. The levy cannot exceed the term of the bonds.
- Bonds:** Written promises to pay a sum of money, called principal or face value, at a future date, called the maturity date, along with periodic interest paid at a specified percentage of the principal (interest rate). Bonds are typically used to finance long-term capital improvements.
- Budget:** A financial operating plan with estimated expenditures and expected revenues for a given period.
- Budget Committee:** A panel composed of the City Council and an equal number of citizens responsible for the review and recommendation of the annual budget (ORS 294.336).
- Budget Message:** A message prepared by the City Manager and the Budget Officer explaining the annual proposed budget, articulating the strategies and budgets to achieve the City's goals, and identifying budget impacts and changes (ORS 294.391).
- Budget Officer:** The person appointed by the City Council to be responsible for assembling the budget. (ORS 294.331).
- Budget Period:** A 12-month period beginning July 1 of the first fiscal year and ending June 30 of the second fiscal year.
- Budget Transfers:** Amounts moved from one fund to finance activities in another fund. They are shown as expenditures in the originating fund and revenues in the receiving fund.
- C Capital Outlay:** Items which generally have a useful life of one or more years, such as machinery, land, furniture, equipment or buildings and valued more than \$5,000. [ORS 294.352(6)].
- Capital Project Funds:** A fund type used to account for resources, such as bond sale proceeds, to be used for major capital item purchase or construction [OAR 150-294.352(1)].
- CIP Fund:** Capital Improvement Fund.

Contingency: An appropriation of funds to cover unforeseen events that may occur during the budget year. The City Council must authorize the use of any contingency appropriations.

D Debt Service: Payment of interest and principal related to long term debt.

Debt Service Fund: A fund established to account for payment of general long-term debt principal and interest. [OAR 150-294.352(1)]

Depreciation: A system of accounting that aims to distribute the cost or other basic value of tangible capital assets, less salvage (if any), over the estimated useful life of the unit in a systematic and rational manner. It is a process of allocation, not of valuation. Depreciation is not budgeted by the City. In accordance with Oregon Local Budget Law.

DEQ: The Oregon Department of Environmental Quality works to restore, enhance, and maintain the quality of Oregon's air, water and land.

E Encumbrance: An obligation chargeable to an appropriation and for which part of the appropriation is reserved [ORS 294.311(10)].

Enterprise Fund: Records the resources and expenses of acquiring, operating and maintaining a self-supporting facility or service.

Expenditures: The money spent by the City for the programs and projects included within the approved budget.

F Fiscal Year: Twelve-month period from July 1 to June 30 for which the annual budget of the City is prepared and adopted.

Fixed Assets: Assets of a long-term character such as land, buildings, furniture, and other equipment.

Franchise: A privilege fee for using the ROW (Right of Way).

Fringe Benefits: The non-salary part of employees' total compensation. A typical benefit package includes insurance, retirement, and vacation/sick leave components.

FTE: Full-time equivalent is a term used to measure the number of employees based on a 40 hour per

week.

Fund: A division in the budget with independent fiscal and accounting requirements.

Fund Balance: The difference between governmental fund assets and liabilities; also referred to as fund equity or carryover.

G GAAP: Generally Accepted Accounting Principals as determined through common practice or as promulgated by the Government Accounting Standards Board, Financial Accounting Standards Board, or various other accounting standard setting bodies.

General Fund: Resources needed to run the daily operations of the local government such as wages, rent, and utilities. It also shows the money that is necessary to pay for these general needs.

H High Tech Crime Unit A division of the Central Point Police Department that deals exclusively, with electronic technology based crime. (Cyber crime)

I Interfund Transfer: Loans made by one fund to another and authorized by resolution or ordinance (ORS 294.460).

Internal Service Fund: A fund used to account for fiscal activities when goods or services are provided by one department or agency to other departments or agencies on a cost-reimbursement basis. [ORS 294.470]

L Line-Item Budget: The traditional form of budgeting

LID: Local Improvement Districts are formed by petition and used to request the City of Central Point to finance improvements to neighborhoods (e.g., sidewalks) over a 10-year period.

Local Option Levy: Voter-approved property tax levies for a period of two to five years above the permanent tax rate.

M Materials and Services: The term used in an operating budget to designate a classification of expenditures. Refers to planned purchases other than Personal Services or Capital Outlay.

Modified Accrual: Revenues are recorded in the accounting period in which they become available and measurable, and expenditures are recorded in the accounting period in which the fund liability is incurred.

O Organizational Unit: An administrative subdivision, such as a department or division, of the city government charged with carrying on one or more specific functions.

P Permanent Tax Rate: The rate per thousand dollars of Assessed Value that is the maximum that can be levied for government operations. The assessed valuation is capped and may increase by three percent per year.

Personnel Services: Employee wages, health insurance costs, workers' compensation charges, and any other employee benefits.

Proposed Budget: The financial and operating document submitted to the Budget Committee and the governing body for consideration.

R Requirements: Total expenditures and unappropriated fund balance.

Reserve: A portion of a fund that is restricted for a specific purpose.

Resources: Total amounts available for appropriation consisting of the estimated beginning carryover balance plus anticipated revenues.

Revenues: Monies received or anticipated by a local government from both tax and non-tax sources.

S SDC: System Development Charges are assessed on new construction to cover the demands placed on City services. Charges collected cover water,

transportation, storm drains, and parks costs.

Special Revenue Fund: A fund used to account for the proceeds of specific revenue sources that are restricted to expenditures for a specific purpose.

Supplemental Budget: A budget that is prepared to meet unexpected needs or to spend revenues not anticipated at the time the regular budget was adopted. The supplemental budget cannot be used to increase a tax levy.

T Tax Levy: Total amount of dollars raised in property taxes imposed by the city, permanent tax rate, local option levies, and bonded debt levies.

Transfer: An amount distributed from one fund to finance activities in another fund. It is shown as an expenditure in the originating fund and a revenue in the receiving fund.

U Unappropriated Ending Fund Balance: An amount set aside to be used as carryover for the next fiscal year's budget.

W Working Capital Carryover: The amount carried over from year to year. It is based on the difference between estimated revenues to be received and the estimated amount expected to be spent.

Chart of Account Descriptions

Account Descriptions (In alphabetical order)

Books/Publications (Acct #6610)

Published material: manuals, maps, books, magazines, newspapers, etc.

Building/Grounds Maintenance: (Acct# 6530)

Any supplies needed for building, grounds, or elevator maintenance.

Computer Hardware/Software: (Acct# 6630)

Any computer hardware item under \$5,000, and all software purchases.

Computer Maintenance/Repair: (Acct#6550)

Maintenance costs on hardware or software; repairs and parts for computers.

Contract/Other Services: (Acct# 6360)

Any "blue collar" service that is contracted out; may/may not have a signed contract.

Weed Abatement

Cad Support

Chemical & Lab Testing

Dispatch Services

Election costs

Inspectors

Instructors

Janitor

Laundry Service

Prisoner Expense

Recruitment costs

Safety Services

Traffic Lights, Paint & Reflectors, Traffic Signs & Poles

Utility Locates

Equipment Repair/Maintenance: (Acct# 6520)

Maintenance on office, shop, or large equipment, radios, etc.

Lease/Rentals: (Acct#6270)

Lease or rental paid for equipment, buildings, tools, etc.

Office/Shop Supplies: (Acct# 6680)

Any supply needed to operate an office or shop including:

Drafting, Survey, Engineering supplies

Safety Supplies

Writing, Printing, Recording supplies

Phones/Internet:

(Acct# 6740)

Cell Phones
Direct Line Phones
Internet Service
Long Distance
Pagers

Professional Services:

(Acct# 6350)

Any "white collar" service such as:

Attorney
Auditor
Doctor
Engineering
Counselor/Facilitator
Labor Relations
Professional Consultant (requiring a license/degree)

Vehicle Repair/Maintenance:

(Acct# 6510)

Any part or supply needed for maintenance of vehicles; does not include radio's/radio maintenance, or heavy equipment.

Sm Equip/Tools/Furniture:

(Acct# 6695)

Small equipment, tools, or furniture under \$5000.

Equipment and tools vary depending on the department's specific need. For example, in public works, this may include hammers & staple guns; in police it means guns & protective vests; etc.

Travel/Training:

(Acct# 6280)

Any expense associated with training, including onsite training costs.

Conference registration fees
Lodging, meals & transportation
Training supplies, certificates, licenses
Computer training; new computer hardware or software implementation training

Capital Outlay Expenses:

(Acct # 7000 - 7499)

Capital outlay expenses are generally large projects or items (fixed assets) in excess of \$5000; however, some expenses may be in excess of \$5000 and do not qualify as a fixed asset. If you have questions on correct coding of these purchases, verify with the Finance Director.

Acronyms

A	ADA - Americans with Disabilities Act	P	PEG - Public Education and Government
C	CAFR - Comprehensive Annual Financial Report		PERS - Public Employee Retirement System
	CIP - Capital Improvement Plan		PMS - Pavement Management System
	CDBG - Community Development Block Grant		PUC - Public Utility Commission
	CMAQ - Congestion Management Air Quality	R	PW - Public Works
	CPI - Consumer Price Index		RPS - Regional Problem Solving
	CUFR - Component Unit Financial Report		RTP - Regional Transportation Plan
D	DARE - Drug Awareness Resistance Education		RVACT - Rogue Valley Area Commission on Transportation
	DEQ - Department of Environmental Quality		RVCOG - Rogue Valley Council of Governments
E	EOC - Emergency Operations Center		RVSS - Rogue Valley Sewer Service
	EOY - End of Year		RVTD - Rogue Valley Transit District
	EPA - Environmental Protection Agency		RVTV - Rogue Valley Television
	ESD - Educational Service District	S	SBA - Small Business Administration
F	FEMA - Federal Emergency Management Agency		SCADA - Supervisory Control and Data Acquisition
	FTE - Full Time Equivalency		SDC - System Development Charges
	FY - Fiscal Year		SOHS - Southern Oregon Historical Society
G	GAAP - Generally Accepted Accounting Principals		SORC - Southern Oregon Regional Communications
	GASB - Government Accounting Standards Board		STIP - Surface Transportation Improvement Program
	GIS - Geographic Information Systems		SUV - Sport Utility Vehicle
H	HIPAA - Health Insurance Portability and Accountability Act	T	TE - Transportation Enhancement
	HR - Human Resources		TSP - Transportation System Plan
	HTCTF - High Tech Crime Task Force	V	VOIP -Voice Over Internet Protocol
	HUD - Housing and Urban Development	Y	YTD -Year to Date
J	JJTC - Jackson/Josephine Transportation Committee		
L	LCDC - Land Conservation Development Commission		
	LID - Local Improvement District		
M	MWC - Medford Water Commission		
	MPO - Metropolitan Planning Organization		
	MPO-TAC - Metropolatin Planning Organization Technical Advisory Committee		
N	NFIP - National Flood Insurance Program		
	NPDES - National Pollutant Discharge Elimination System		
O	ODA - Oregon Department of Agriculture		
	ODOT - Oregon Department of Transportation		
	OMSI - Oregon Museum of Science & Industry		
	OPSRP - Oregon Public Service Retirement Plan		
	ORS - Oregon Revised Statute		
	OSHA - Occupational Safety and Health Administration		
	OTIA - Oregon Transporation Investment Act		