

CITY OF CENTRAL POINT, OREGON ANNUAL BUDGET FOR FISCAL YEAR 2012 - 2013



Serving THE CITIZENS OF CENTRAL POINT

The Fair City



2012-2013 Budget

Budget Committee

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Bev Adams, Finance Director
Tom Humphrey, Community Development Director
Barbara Robson, Human Resources Director
Matt Samitore, Parks & Public Works Director
Kris Allison, Interim Police Chief

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April 2012

Honorable Mayor & City Council,
Budget Committee Members,
and Citizens of Central Point

"You've got to admit, it's getting better..." The Beatles, Getting Better

In this 2012-2013 budget that we are recommending to you the City's basic operational needs are met and the budget is balanced. There are no programmed reductions in services to the community, and no increases in property taxes.

After too many years of no growth and cautious optimism there is some development activity taking place in Central Point. Specifically, a new full service auto parts store and modern car wash have broken ground just this month. There are also plans for a natural gas refueling station and a small assisted living facility on the east side of town. Though we are nowhere near the building activity we experienced in the first decade of this millennium, we are optimistic about the future. The beginning of 2012 has produced some good news for the Southern Oregon region, as Erickson Air Crane, a major employer in the Rogue Valley, has gone public with an initial stock offering; Harry & David appears to have weathered their bankruptcy; and Amy's Kitchen has expanded its warehouse facility. Also, the Oregon Shakespeare Festival continues to report above average attendance. Local economic trends appear to indicate that the regional economy is on the mend, albeit, slowly.

The housing market is still struggling and we believe it will not recover for the next three or four years. Central Point has a substantial number of vacant commercial properties and residential homes in foreclosure. Housing prices are still falling on upper end homes, and many homes simply remain unoccupied. Southern Oregon continues to experience unemployment in double digits, currently 11.7% as of March 2012. As indicators point to this region being slow to recover from the recession, our challenge, as always, is to focus on the core services we can, and do, provide to the community. To that end, the City of Central Point remains committed to a small, efficient, and resourceful local government service model.

Staff's use of the term "status quo" the last few budget cycles has translated to: fewer projects, no new programs, and no new positions — with no decrease in services. We have maintained the status quo, and have embraced the philosophy of "doing more with less." However, as we move forward, we are approaching the point when "doing more with less" will become "doing less with less." *This challenge is a constant reminder of the need to review both our levels of service and service delivery models.*

On the positive side, we are beginning the first year of the city's first Urban Renewal District (URD). Staff has recommended four small projects, or contributions to projects, within the URD as a means to "prime the pump" and "jump start" the long list of Urban Renewal projects that are aimed at attracting new, private development.

2012/2013 Staffing Changes

Over the past couple of years, we have vigilantly assessed department projects and workloads, and have reassigned staff to areas of greatest need, focusing on our objective to provide current levels of services as efficiently as possible. We have privatized many services that were previously done "in house," resulting

The Budget Message

in substantial savings. We have also been successful reassigning staff from departments that faced reductions, to departments that had vacancies or additional need.

Last year's budget eliminated 3.25 positions from the organization (Automotive Technician, Community Planner, Building Permit Technician, and part-time Senior Activities Coordinator) and added 1.00 (Information Technology Manager), for a net loss of 2.25 FTE. This will be the first budget in several cycles that proposes an increase in full-time equivalency (we have reduced our staffing levels from 85 FTE during our peak in 2007, to 73.5 FTE in this proposed budget). As mentioned previously, maintaining core service levels while enduring staff reductions has required increased efficiency and creativity. One of the many lessons we have learned during this economic downturn is when a suitable level of support/clerical staff is not maintained, departments become less efficient/effective and customer service levels begin to recede.

The 2012/2013 proposed staffing changes are as follows:

Police Department – 0 net change

Chief Jon Zeff will be retiring as of June 30th, 2012.

Captain Kris Allison has been promoted to the position of interim Chief of Police.

Lieutenant Brian Day has been promoted to the position of Captain.

Internal recruitment processes will be used to fill the resulting vacated position(s), including the anticipated hire of a current reserve officer.

Finance Department – 0 net change

The position of Account Clerk budgeted for ½ year in 2011-12 was filled by transferring an employee from Public Works to Finance.

Temporary staffing will be used on an "as need" basis throughout the 2012/2013 budget cycle.

Public Works Department +1 net change

One full-time Administrative Assistant position has been proposed to be added to the Public Works Operations Division. In 2010 the public works hierarchy was reduced by 1.5 FTE when the public works and parks and recreation director positions were combined and the public works supervisor position was eliminated. Over the past year the need for administrative assistance for the operations division has been identified.

The transfer of 1 full-time position from the Public Works Operations Division to Public Works Administration. Previously, a public works operations employee was reassigned to public works administration but the budget was not changed. That budget change is reflected in this budget document.

Specific Fund Comments, Projects & Changes

General Fund

Accounting changes in the general fund – To comply with government accounting best practices, this year's budget will include a change in the way employee vacation balances are accounted for. Historically, only a limited amount of vacation accrual payouts were included in projected personnel costs. This year higher vacation accrual costs are included in each fund's personnel services budget based on potential liability, rather than anticipated liability. Because of this change in accounting practices, personnel costs appear to have increased beyond the normally expected levels predicted for negotiated pay changes, increases to health insurance premiums, and PERS benefits.

City Enhancements – We are pleased to present a budget that includes several projects designed to meet the City's strategic goal of building "a highly livable community." We propose dedicating additional tourism dollars toward the following projects:

1. Chamber tourism guide
2. Continued County Fair and Expo / Rodeo Support
3. 4th July celebration
4. Red, White and Boom event
5. Food and Friends Program
6. Battle of the Bones donation to Parks & Recreation Foundation
7. Downtown Revitalization

This budget once again provides for the continuation of the "Low Income Discount" program which provides 50% reduction in utility bills for those citizens who apply and qualify for the discount. This will be our 5th year of offering this program to our citizens. The approximate cost to the city has increased from \$12,000 to \$30,000 annually over the program's lifetime.

Urban Renewal District - One of the most exciting projects is the formation of Central Point's first Urban Renewal District. On October 28, 2010 the City Council passed resolution No. 1274 creating a seven-member Urban Renewal Advisory Committee.

On March 24, 2011 the Committee completed a report entitled *City of Central Point Urban Renewal Feasibility Report*.

Based on the March 2011 report, the City Council entertained an ordinance at the April 14, 2011 Council meeting declaring that there are blighted areas within the City, and calling for the formation of an urban renewal agency titled, the *Central Point Development Commission*.

On March 8, 2012 the City Council adopted Ordinance No. 1955 establishing the Downtown & East Pine Street Corridor Revitalization Plan. The plan defines the boundaries of the Urban Renewal District and suggests future economic development projects. And, as mentioned previously, several small projects are slated for completion in this budget year that will "prime the pump" for the UR program.

Administration – During the course of the 2012/2013 budget cycle the administration department will be contracting for a statistically valid city-wide survey. The last survey, conducted in 2010, established a baseline for performance measurement and will be used for comparative purposes. The new survey will include a number of general public services questions, specific questions on where Urban Renewal efforts should be focused, and ask for detailed input on the conceptual community center design that was completed in early 2012.

The Budget Message

Finance – This will be the first time in several years that the finance department will be fully staffed with no changes on the horizon. Within this stable environment, plans for the department include completion of a city investment policy and a new online bill payment service for those of our 6000+ utility customers who wish to take advantage of this program.

Parks and Recreation – 2012/2013 will require the Recreation division to coordinate and organize 15 special events in a 12 month period. Furthermore, Recreation Department staff continues the successful operation of 2 preschool sessions (morning & afternoon) each serving 20 children. The preschool program has become so popular that we are considering expansion of the program. The Parks division will revisit the use of contracted workers this year as we continue to analyze the best use of limited resources.

Technical Services – This budget cycle will see an expanded Technical Services budget. This expansion is the product of finally having a fully staffed I.T. department and an aggressive approach to increasing technical efficiency throughout the organization. In order to capitalize on more centralized cost savings, funds for technology expenses were moved out of individual department funds and included in the Technical Services budget. This year's technical services budget includes the virtualization of many employee workstations, a redesign of the City's website to increase citizen engagement, and increased technical training to help employees maximize production.

Community Development – The overwhelming success of the "destination boot camp" program will be continued in the 2012/2013 budget. The "destination boot camp" program is aimed at helping small, local business attract new customers through innovation, technology, and marketing. The program has been embraced by participants in Central Point's downtown business community.

In an effort to become more efficient in receiving and issuing building permits, the Community Development Department will transition to Accela building permit management software. The transition, recommended by the Oregon Building Codes Division, should provide a user-friendly web-based permitting interface. With a Building Department Staff of one, the new software should help provide customers with a self service option.

Police – Although there will be a change of command and some associated personnel changes, no significant program changes are anticipated within the police department in this budget year.

Enterprise Funds

Street Fund – The Street Fund will complete several significant capital projects in the 2012/2013 cycle including: the paving of parking lots adjacent to City Hall and the Senior Center, funded through the Congestion Mitigation Air Quality (CMAQ) program; a \$1.1 million street redesign project on Front Street from Crater High School to Manzanita Street, funded by the Oregon Bike and Pedestrian program; and the purchase of a new street sweeper, also from Congestion Mitigation Air Quality (CMAQ) funds.

A Council-approved 1% increase to the PacificCorp (Pacific Power & Light) Franchise Fee (from 5% to 6%) will help the Street Fund offset the increasing costs of maintaining and operating streetlights throughout the City.

Water Fund - This year's Water Fund budget proposal includes reducing the fund's carryover balance to below the standard 25% mark. This reduction in carryover will allow the Water Fund to complete two major capital improvements: Beebe Road Waterline at Bear Creek/Phase II Vilas Storage Facility, and the

installation of a new water main on Front Street before the "Bike & Pedestrian" improvements are made to the street, as well as meet the new debt service associated with Phase I of the Vilas Water Storage Facility Project.

The Vilas Water Storage Facility Project (Phase I) is progressing and should be complete in late summer or early fall.

After several years of negotiations with the Medford Water Commission, Staff is using a consultant to analyze water rates, incorporating the concessions/compromises received from the Medford Water Commission.

Storm Water Fund – The main change to the Storm Water fund will be assuming control of the Storm Water Quality Program that is currently managed by Rogue Valley Sewer Services. Increased revenue to the Storm Water Fund will result from the Storm Water Quality Fee being transitioned from RVSS to the City of Central Point.

Staff will be recommending a 4% or \$0.25 increase to the Storm Drain Utility Fee during the 2012/2013 fiscal cycle. This increase is a direct result of the 3% inflationary cost increases determined by the Construction Cost Index (CCI).

Capital Projects for this year's proposed budget includes a storm drain retrofit near Jewett Elementary and a Storm Drain Master Plan study.

Public Works Fleet - The past several budget cycles have resulted in the privatization of many fleet maintenance services. For 2012/2013 85% of fleet maintenance duties will be performed by private enterprise, producing a significant cost savings to the City.

Revenue

Property tax revenues are expected to be \$4,375,000, an approximate 92% collection rate. This is up from a few years ago when collections were fairly steady at 89% - 90% collection rate. With the high rate of home foreclosures, this has been a surprising upward gain in tax revenue, and is due to the practice of all taxes, current and delinquent, being paid off during foreclosure.

Hotel/Motel revenue are still down from previous years and are expected to level off at around \$305,000 in 2012/2013 budget year.

Total franchise fees are budgeted at \$955,000, an 3% increase from the prior year budget due to Pacific Power and Light fee increases.

General Fund state shared revenues, which include liquor tax, cigarette tax, and state revenue sharing, are expected to be \$396,500, a 14.9% increase from the previous year's budget. A significant portion of this increase is that last fiscal year we budgeted only 90% of the State's revenue estimate, and in this budget we have increased that projection to 98% of the State's revenue estimate.

The Street Fund is set to receive \$950,000 from state highway tax revenue this year, up from \$920,000 in 2011/2012. This additional revenue is the result of the state of Oregon's 2010 ramped increases in DMV and gas tax fees.

The Budget Message

Water sale revenues are anticipated at \$2,550,000, exactly the same as the 2011/12 budget. The 2009 water rate model is currently being updated and will determine how much the rate will need to change to cover the water reservoir debt service and operational costs. Not knowing what the rate change should be at the time this budget was compiled, no change in revenue was included in this budget.

Expenses

Personnel: Management is currently in the preliminary planning stages for negotiations with the Teamsters Union on the General Service collective bargaining agreement, which expires June 30, 2012. The Police contract was renewed this year and does not expire until June 30, 2013. It is too early to know what effect these negotiations will have on the budget. However management is aware of the constraints on City revenues and will approach negotiations accordingly.

In December 2010 the City Council approved the Management Compensation Plan (MCP). As a result, members of the Management Team no longer receive Cost of Living Adjustments (COLAs). Under the MCP, any salary increases for the Management Team are based solely on job performance.

Materials & Services – Total budgeted materials and services of \$6,880,490 is an increase of \$456,000 over the prior year. The increase accounts for a \$125,000 loan to the Urban Renewal agency, \$51,000 in Technical Services for the consolidation of computer and software purchases, \$19,000 increase in police dispatch service contract with ECSO, \$300,000 in HTCTF for Federal Grant Expenditures, and \$35,000 in Public Works overhead to cover the transfer and services of an employee from Streets into Internal Services - Public Works Administration.

Capital Outlay – Total budgeted capital outlay is \$4,466,100. Major components of this total include \$1,500,000 remaining on the water reservoir project, \$720,000 in waterline projects, \$1,300,000 towards the Highway 99 beautification project, and \$484,000 for equipment. Over \$100,000 of the capital equipment costs are grant funded.

Budget Format & Accounting

The City of Central Point uses a modified accrual basis of accounting, which means that revenues are recognized in the accounting period that they become available, and expenditures are recognized in the accounting period in which the liability is incurred. Accounting is performed on the fund basis and follows national Generally Accepted Accounting Practices (GAAP).

All overhead costs, such as Administrative, Finance and Technical Services are charged to departments outside the general fund, based on supporting data. For example, facilities maintenance charges are based on square footage of space used by a department, administration costs are charged on a per person basis, and phone expenses are charged based on the number of phones, etc.

Conclusion

"It's getting better all the time...I got to admit it's getting better, getting better all the time..." The Beatles
"Getting Better"

We are fortunate to live and work in a community full of talented, progressive people who offer great ideas and continuing support towards making a great community even better. The City of Central Point staff is excited about the year ahead and for the programs, services and projects that are included in this budget.

We would like to acknowledge and thank each member of the Council and Staff for their dedication and sincere service for a stronger community.

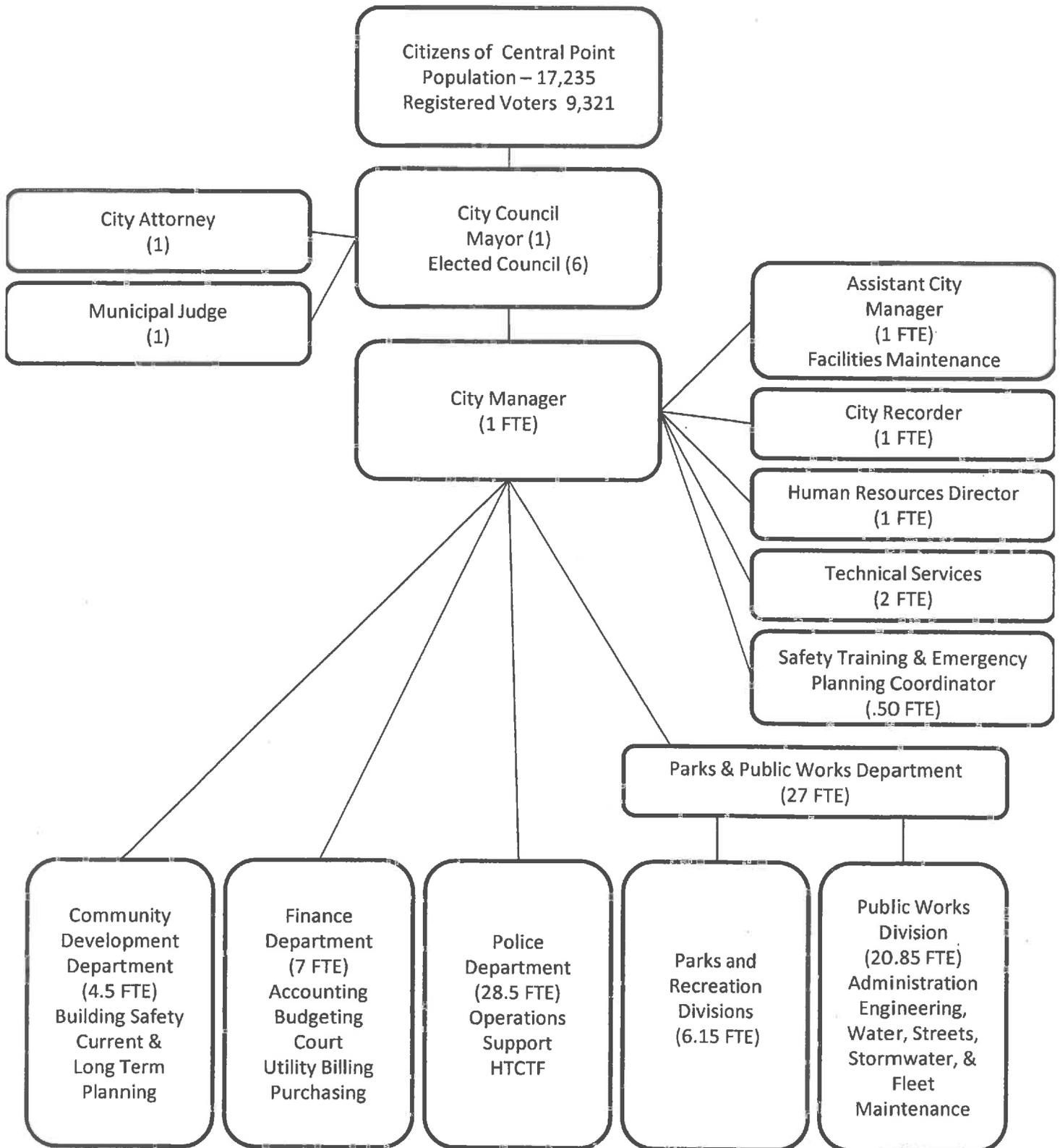


Phil Messina, City Manager



Bev Adams, Finance Director

City of Central Point



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

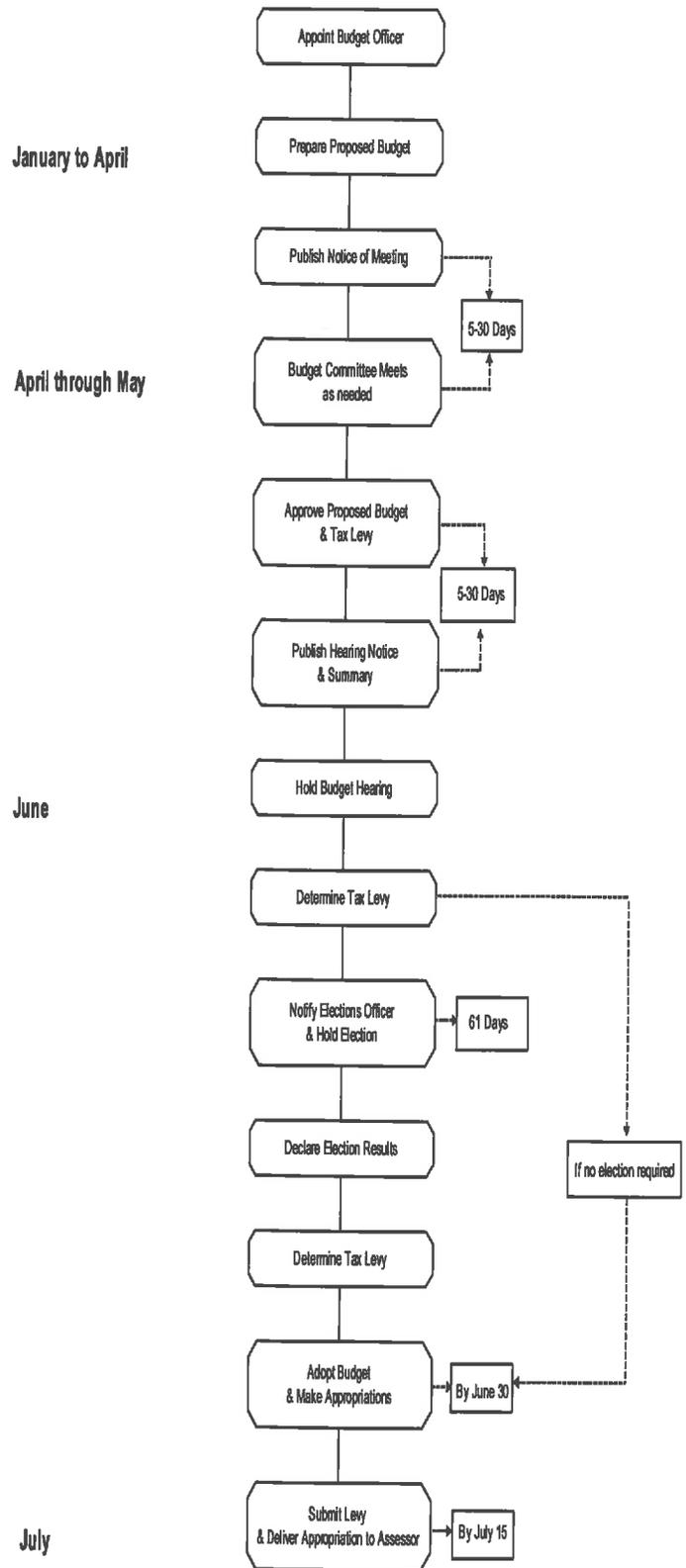
Oregon Budget Law allows for amendments to the City budget for reasons unforeseen at the time of adoption. The City Council may adopt resolution changes that decrease one existing appropriation and increase another. Certain changes of ten percent or less to any fund require a supplemental budget. Changes 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



City of Central Point

Mission Statement

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 the members of the community, public and private.

Statement of Values

Growth: We value planned growth that will retain our small town atmosphere.

Public Safety: We value a professional service oriented public safety policy that promotes a sense of safety and security in our city.

Transportation: We value a system of transportation and infrastructure that is modern, efficient and sensitive to the environment.

Community: We value a clean and attractive city with parks, open space and recreational opportunities.

Service: We provide the highest level of service possible in the most efficient and responsible manner.



Goals

The Council and Staff will fulfill the City's Mission by working to achieve the following strategic priorities and goals:

Proactive Government and Citizen Involvement

- Build strong relationships between government and its citizens
- Build city pride and positive image
- Promote community and city government through volunteerism

Downtown Revitalization and Beautification

- Enhance Central Point's downtown as a culturally unique and vibrant focal point that bridges the past and present and embraces the future
- Create a plan to revitalize and redevelop the Downtown in support of retail, office, housing, arts and entertainment
- Promote a pleasant and safe Downtown environment that is characterized by ease of use for pedestrians and those in vehicles accessing our businesses

Managed Growth and Infrastructure

- Identify and protect agricultural land
- Maintain City of Central Point's small town feel and family orientation even as we grow
- Continually update infrastructure plans
- Continually ensure that planning and zoning review and regulations are consistent with comprehensive plans and vision

Recreation

- Revise Parks and Recreation Master Plan
- Provide high quality facilities, parks, and open spaces that attract resident and non-resident use
- Provide high quality age appropriate recreation programs that benefit all residents of our community

Transportation

- Ensure citizens can get where they want to be, when they want to be there, enjoy the trip, and eliminate the stress of travel
- Minimize heavy vehicle traffic (semi-trucks) from downtown
- Make central downtown district (including high school) pedestrian friendly

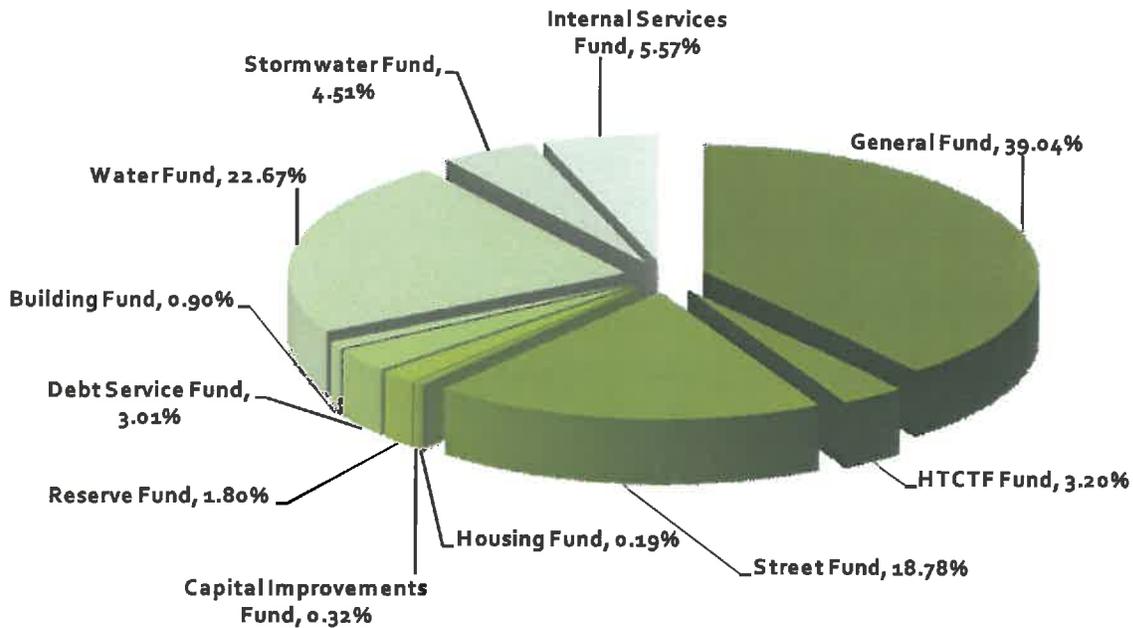
Economic Development

- Diversify the City's local economic base
- Develop Central Point businesses as Destinations
- Create sustainable financial incentive to foster business creation and growth

Summary By Fund

Description	2010 Actual	2011 Actual	2012 Budget	2013 Adopted
General Fund	10,336,721	10,608,959	10,151,150	10,488,702
HTCTF Fund	0	0	828,400	860,850
Street Fund	3,311,689	3,524,920	5,133,120	5,044,180
Housing Fund	61,982	57,991	70,440	50,445
Capital Improvements Fund	188,405	157,167	123,500	86,157
Reserve Fund	0	300,613	482,300	483,600
Debt Service Fund	803,992	790,998	699,300	807,722
Building Fund	388,753	333,747	317,850	242,780
Water Fund	4,900,020	4,636,510	9,438,890	6,091,365
Stormwater Fund	819,224	1,133,543	1,015,800	1,212,276
Internal Services Fund	1,779,572	1,780,238	1,603,035	1,497,700
Total Requirements by Fund	22,590,358	23,324,687	29,863,785	26,865,777

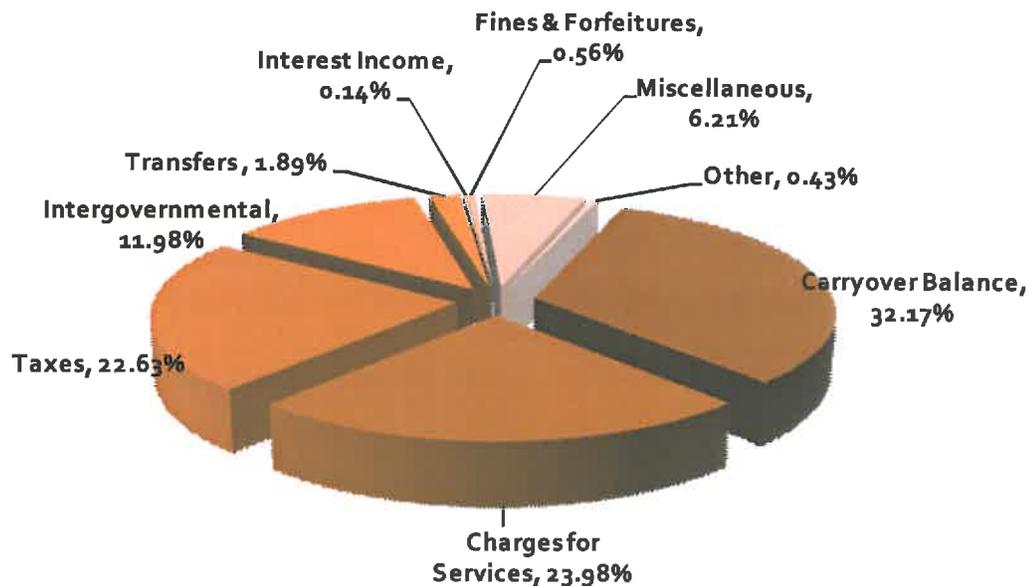
2012/2013 City Budget by Fund



Summary of City Resources

Description	2010 Actual	2011 Actual	2012 Budget	2013 Adopted
Carryover Balance	8,890,627	7,994,827	7,934,825	8,643,127
Taxes	5,574,271	5,757,907	5,751,000	6,080,000
Fees, Licenses and Permits	53,128	52,468	52,100	53,100
Intergovernmental	1,513,752	1,653,502	3,604,260	3,218,150
Charges for Services	5,688,427	5,965,910	6,308,250	6,443,200
Fines and Forfeitures	204,673	202,034	171,000	149,500
Special Assessments	83,145	31,708	70,000	63,000
Interest Income	58,285	32,852	47,250	38,450
Miscellaneous	249,410	961,734	5,197,000	1,669,500
Transfers In	274,639	671,746	728,100	507,750
Grand Total	22,590,357	23,324,687	29,863,785	26,865,777

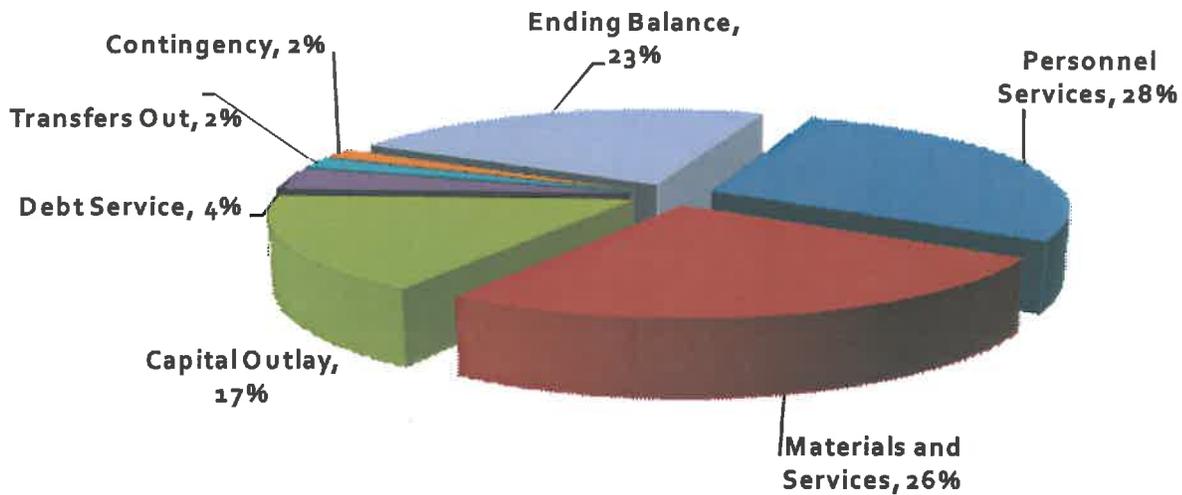
2012/13 Summary of City Resources



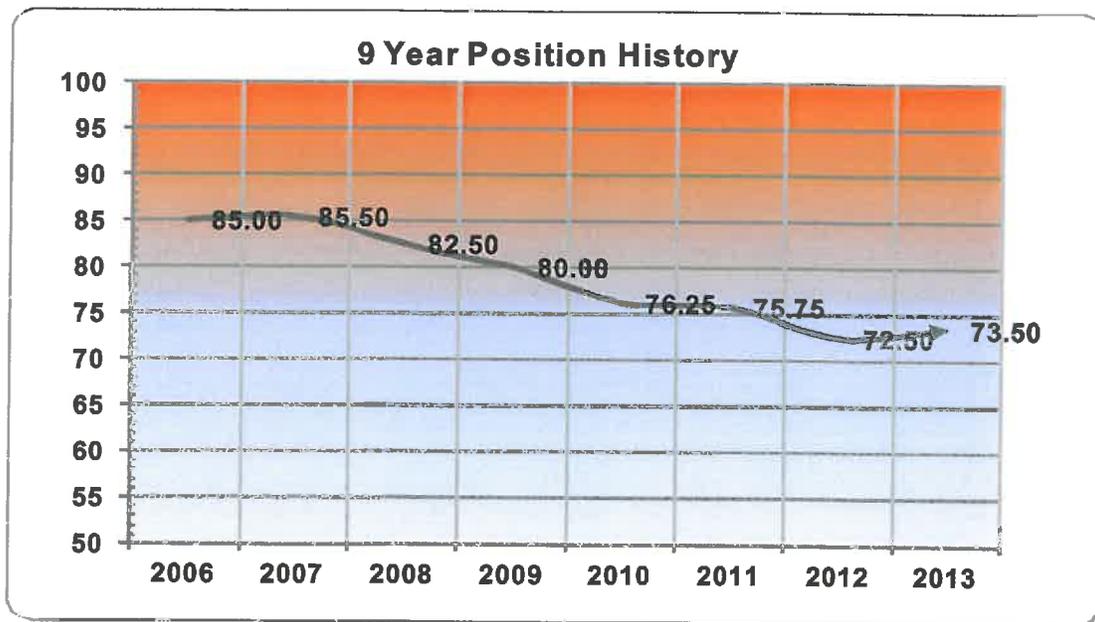
Summary By Classification

Description	2010 Actual	2011 Actual	2012 Budget	2013 Adopted
Personnel Services	6,463,353	6,551,556	6,873,200	7,484,470
Materials and Services	5,783,335	5,719,876	6,423,950	6,880,490
Capital Outlay	1,375,702	1,189,968	7,382,740	4,466,100
Debt Service	698,499	786,129	804,670	1,013,000
Transfers Out	274,639	671,746	728,100	507,750
Contingency	0	0	435,000	442,000
Ending Balance	7,994,830	8,405,411	7,216,125	6,071,967
Total Requirements	22,590,358	23,324,687	29,863,785	26,865,777

2012/13 City Budget by Classification



Historical Positions	2010 Actual	2011 Actual	2012 Budget	2013 Adopted
Administration	5.25	6.50	6.50	6.50
Finance	7.50	7.50	7.00	7.00
Parks and Recreation Department	6.00	6.50	6.30	6.15
Building	1.50	1.50	1.00	1.00
Planning	4.50	4.50	3.50	3.50
Police Department	28.25	28.50	28.50	28.50
Public Works	23.25	20.75	19.70	20.85
Total	76.25	75.75	72.50	73.50



Summary of Employee Groups

Positions	2010 Actual	2011 Actual	2012 Adopted	2013 Proposed
Management (Nonrepresented)	12.00	12.00	18.00	18.00
Police Bargaining Unit	26.00	27.00	21.00	20.00
General Service Bargaining Unit	36.00	34.00	31.00	33.00
Other Nonrepresented	2.25	2.75	2.50	2.50
Grand Total	76.25	75.75	72.50	73.50



Overview

General Fund accounts for the 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.

Property taxes are the single largest source of revenue for the City. This fiscal year, property taxes comprise 44.10% of the total General Fund resources. The current property tax rate for the City is \$4.47 per thousand of assessed values. The City of Central Point has taxing authority for up to \$5.83 per thousand of assessed values; however, the Council has elected not to implement the additional authority at this time. (Note: Using the \$5.83 per thousand rate, estimated tax collections would be \$5,707,000 - a difference of \$1,332,000 in revenue to the 2012/13 budget.)

Oregon state statutes allow for existing assessed values to increase up to 3% per year per property, not to exceed market value. In the past few years, real market values have descended resulting in assessed value of 86.6% to real market value, continuing to close the "gap" between assessed values and real market values. New construction is another way to add to the City's base of assessed valuation, although this year we expect to realize minor increases attributed to new construction.

The second largest source of revenue is the fund carryover. Although carryover is listed as a source of revenue, it is also an indicator of the health of the fund and as such should be preserved from year to year. In the 2010/11 fiscal year the City Council adopted a financial policy which established a 20% percent carryover for the General Fund. The estimated beginning carryover for the 2012/13 budget year is 28% of revenues; with the year ending carryover estimated at 17%; which is \$304,000 under the preferred financial policy of 20%. We are hopeful that some of the shortfall will be captured through additional revenue collection, and will be decreased through prudent control of expenditures.

At \$955,000, franchise fees make up 9.11% of general fund revenues.

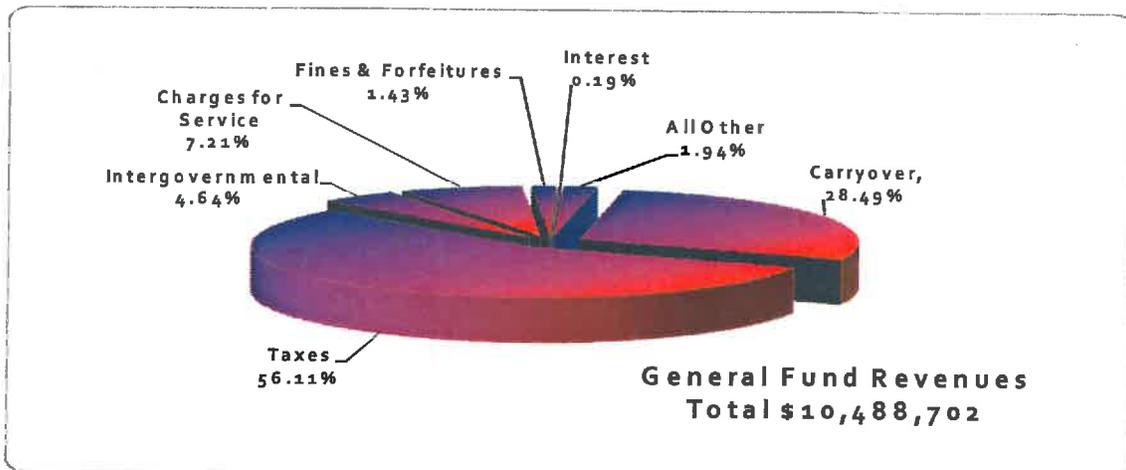
Overhead fees are another significant resource accounting for 6.2% of total revenues. These are internal charges to other departments to cover overhead costs associated with City Administration, Finance, Technology, and Mayor and Council support.

State shared revenues (Intergovernmental) are expected to be 4.6% of the general fund revenues. Given the uncertainty at the State level and economics overall, we have only budgeted 98% of the estimates provided by the State of what the City is to receive. If revenues arrive as originally estimated, the addition over what is budgeted will enhance the carryover for the next fiscal year.

Hotel/Motel tax is budgeted at 2.9% of total general fund revenues. Based on current hotel/motel tax revenue and economic conditions, we do not anticipate a significant increase in tourism. Based on the actual hotel/motel taxes received in the 2011/12 fiscal year, we have slightly reduced our estimate for the 2012/13 fiscal year.

Court revenue is at an all time low from an average of \$180,000 received in prior years to \$149,500 estimated to be received in the 2011/12 fiscal year, and have budgeted the same for the 2012/13 fiscal year. On January 1, 2012, the State of Oregon implemented a state-wide mandated change in the fee structure for court fines. The impact of this change is not known at this time, and will not be fully understood until time provides the historical data for reference.

Business license revenues have leveled off around \$50,000 a year, down from the high of \$58,000 in 2007. In preparing this budget we are optimistic that no additional local businesses will be closing their doors, and have budgeted \$50,000 of revenue this fiscal year.

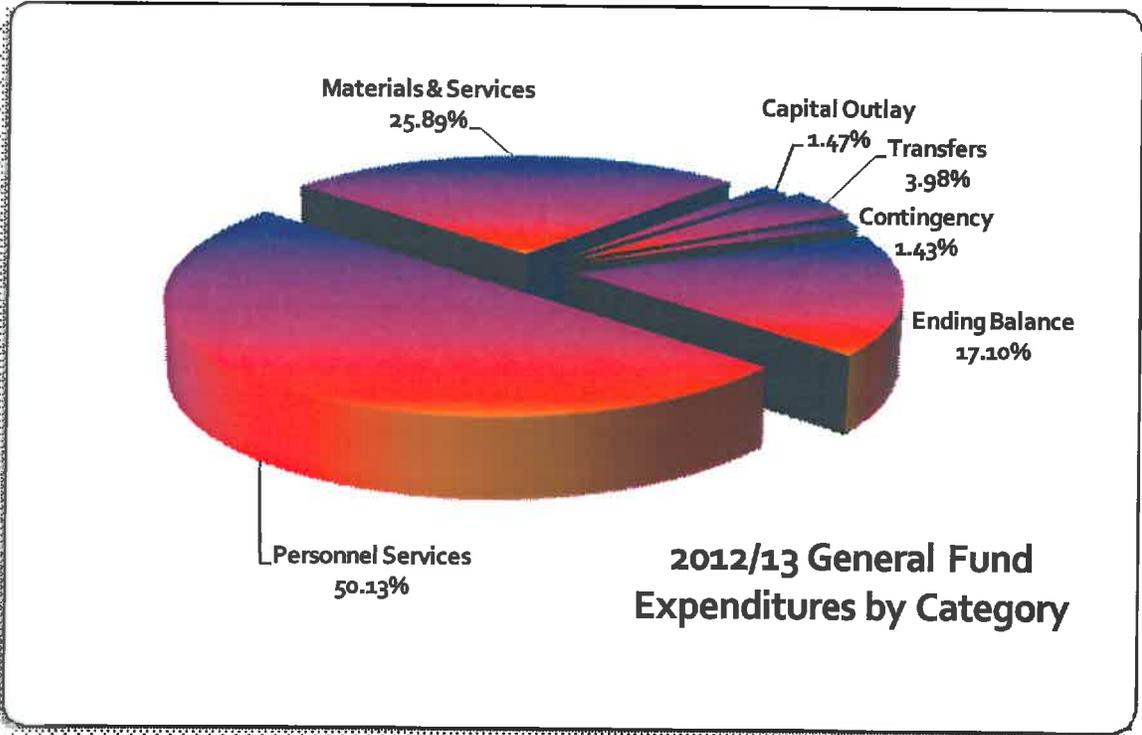


General Fund - Summary

Description	2010 Actual	2011 Actual	2012 Budget	2013 Adopted
Property Tax - Current	4,051,772	4,211,350	4,196,000	4,375,000
Property Tax - Prior Years	199,609	198,046	185,000	250,000
Hotel/Motel Room Tax	297,809	304,366	310,000	305,000
Franchise - Cable TV	128,218	124,296	125,000	125,000
Franchise - Electric	454,280	487,872	450,000	490,000
Franchise - Garbage	115,358	116,452	112,000	115,000
Franchise - Natural Gas	186,074	183,319	180,000	170,000
Franchise - Telephone	59,066	52,869	58,000	55,000
Total Taxes	5,492,186	5,678,570	5,616,000	5,885,000
Business License	51,273	49,403	50,000	50,000
Business License Misc.	1,045	2,220	1,500	2,500
Liquor License	690	735	500	500
Tobacco Retail License	120	110	100	100
Total Licenses & Fees	53,128	52,468	52,100	53,100
Federal Grants (CMAQ)	0	0	38,500	0
State 911 Telephone Tax	78,000	0	90,000	90,000
State Cigarette Tax	25,117	26,159	22,500	23,300
State Liquor Tax	193,679	200,779	185,000	220,700
State Revenue Sharing	161,627	132,360	130,000	152,500
Total Intergovernmental	458,423	359,298	466,000	486,500
City Overhead fees	744,000	700,000	700,000	650,000
Lien Search Fees	7,563	10,225	7,500	7,500
Parks & Gym Use Fee	3,027	4,063	2,000	3,500
Planning Fees	27,345	23,029	25,000	25,000
Police Fees & Charges	7,349	3,028	5,000	5,000
High Tech Crimes Unit	12,058	41,720	0	0
Recreation Fees	192,577	63,721	55,000	55,000
Administrative Fees	3,542	7,157	5,000	5,000
Vehicle Towing	6,525	6,450	10,000	5,000
Total Charges for Service	1,003,987	859,393	809,500	756,000
Municipal Court Fines	114,276	94,985	100,000	80,000
Municipal Court Collection Int	15,247	17,771	5,000	10,000
District Court Fines	21,119	21,713	20,000	20,000
Court Diversion Fees	14,953	13,567	12,500	7,500
Court Administrative Fees	35,651	50,466	30,000	30,000
Court Technical Fee	3,428	3,531	3,500	2,000
Total Fines & Forfeitures	204,673	202,034	171,000	149,500
Interest Income	24,946	15,549	20,000	20,000
Total Interest income	24,946	15,549	20,000	20,000
Miscellaneous Revenue	74,389	161,755	15,000	20,000
Parks & Recreation Events	91,811	112,099	118,500	115,000
Parks & Recreation Donations	3,739	0	17,500	0
Police Donations Private Grant	0	0	1,000	0
Police - DARE Donations	5,691	5,578	5,000	5,000
Total Miscellaneous	175,627	279,432	157,000	140,000
Transfers In	7,039	7,846	35,000	10,000
Total Transfers	7,039	7,846	35,000	10,000
Carryover Balance	2,916,711	3,154,370	2,824,550	2,988,602
Total Carryover Balance	2,916,711	3,154,370	2,824,550	2,988,602
TOTAL GENERAL FUND REVENUES	10,336,720	10,608,960	10,151,150	10,488,702

General Fund - Summary

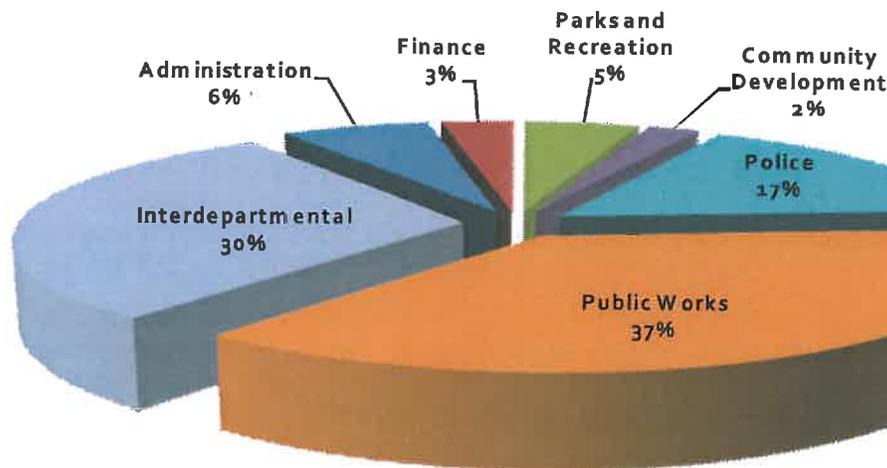
Description	2010 Actual	2011 Actual	2012 Budget	2013 Adopted
Personnel Services	4,645,160	4,827,227	4,875,100	5,258,460
Materials & Services	2,415,955	2,278,420	2,611,600	2,715,590
Capital Outlay	1,737	59,181	70,000	154,000
Transfers	119,500	100,000	427,900	417,350
Contingency	0	0	150,000	150,000
Ending Balance	3,154,370	3,344,131	2,016,550	1,793,302
Total Requirements by Category	10,336,721	10,608,959	10,151,150	10,488,702



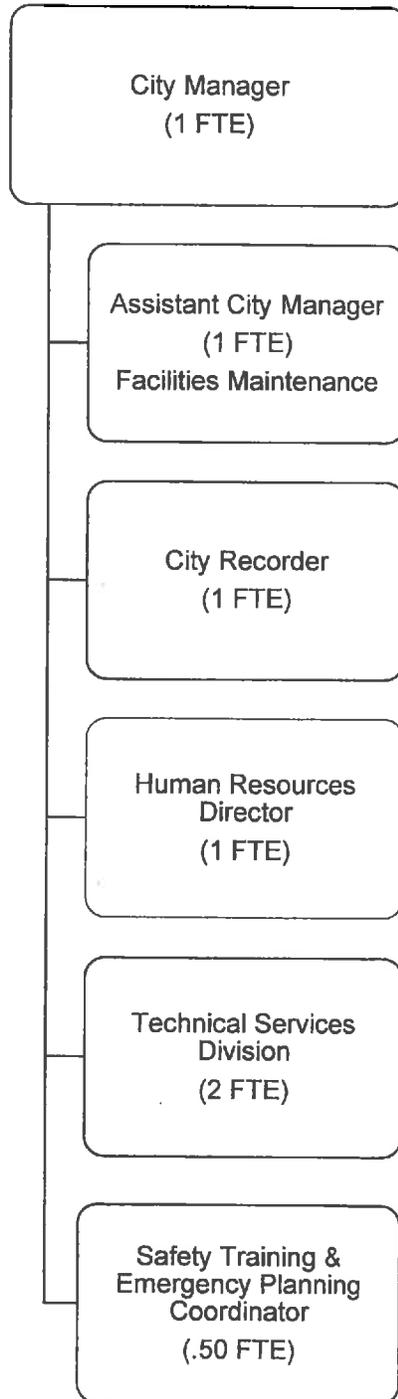
General Fund - Summary

Description	2010 Actual	2011 Actual	2012 Budget	2013 Adopted
General Fund - Administration	545,190	652,747	729,500	762,550
General Fund - City Enhancement	162,443	119,184	218,000	310,500
General Fund - Technical Services	356,515	268,703	479,200	574,750
General Fund - Mayor & Council	64,348	47,674	70,050	59,750
General Fund - Finance	739,538	785,793	750,700	832,250
General Fund - Parks	629,622	646,069	706,600	808,750
General Fund - Recreation	510,007	454,591	485,150	484,300
General Fund - Planning	503,499	487,101	475,500	460,200
General Fund - Police	3,485,012	3,635,572	3,442,000	3,655,000
General Fund - Interdepartmental	66,677	67,394	200,000	180,000
Transfers	119,500	100,000	427,900	417,350
Contingency	0	0	150,000	150,000
Ending Balance	3,154,370	3,344,131	2,016,550	1,793,302
Total Requirements by Program	10,336,721	10,608,959	10,151,150	10,488,702

2012/13 Total City by Department



Administration Department
6.5 FTE



General Fund - Administration

OVERALL GOAL – City Manager

It is the mission of the City Manager to serve as the chief administrative officer of the City; to provide oversight of all city departments, services and activities in conformance with Council policies, goals, and community vision; to analyze policy issues and advise the Council; and to effectively communicate with council, citizens and employees of the city.

KEY OBJECTIVES

- Provide key information to the Mayor and Council to enable fulfillment of their stated goals and objectives
- To provide proactive, effective leadership
- Maintain a well trained staff to deliver exceptional services
- To provide exceptional services economically
- Promote public information efforts and activities

KEY PERFORMANCE MEASURES

- Meet weekly with Department Head staff to review services/program/projects
- Annually evaluate the performance and services provided by city departments
- Increase percentage of survey respondents who rate the city government satisfactory or better

Note: The Administration budget also includes the Assistant City Manager, the Human Resource Director, City Recorder and Safety and Training Specialist; therefore, descriptions of those offices are included here.

OVERALL GOAL – Assistant City Manager

The Assistant City Manager performs a wide variety of complex professional work while assisting the City Manager in budget preparation and administration, policy development and implementation. In addition, the Assistant City Manager is responsible for the planning, design, bidding and construction of the City's capital improvement projects; the analysis of organizational staffing levels, risk management, purchasing, facilities division, financial analysis and occasional departmental oversight. In the 2011/2012 budget cycle the Assistant City Manager will have increased responsibility in the areas of Technical Services oversight, Urban Renewal development, and Collective Bargaining Agreement negotiations.

KEY OBJECTIVES

- Plan and coordinate the annual capital improvement budget
- Prepare grants for transportation and other capital projects
- Administrate and coordinate contracts and grants
- Serve as the City's Risk Manager
- Guide the development and promotion of a sustainability program
- Prepare reports or analysis as requested by the City Manager
- Oversee the City's facility maintenance program/department
- Act as administrative liaison to the information technology department

OVERALL GOAL – 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 work force for the City of Central Point.

OVERALL GOAL – 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 to provide assistance in response to citizen and interdepartmental information research needs; and to serve as Elections official for the City of Central Point.

OVERALL GOAL – Safety and Training Specialist

Under the general direction of the Assistant City Manager/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

- Develop and oversee a comprehensive safety program for City staff
- Design and develop cost effective training programs
- Assist with the development/implementation of risk management policy
- Maintain OR-OSHA compliance records and documentation
- Arrange/conduct workplace safety training

General Fund - Administration

Description	2010 Actual	2011 Actual	2012 Budget	2013 Adopted
Salaries & Wages	313,806	354,314	399,300	369,850
Part-time Wages	3,092	1,042	7,500	37,700
City Taxes and Benefits	110,812	125,876	159,100	186,500
Total Personnel Services	427,710	478,232	565,900	594,050
City Facilities Rental	23,500	23,500	23,500	24,000
Advertising/Legal Notices	1,303	2,845	5,000	5,000
Bank Fees	237	156	700	0
Lease/Rentals	2,721	6,093	7,500	2,000
Travel/Training	12,956	19,645	13,000	14,000
Professional Services	16,804	54,858	65,000	70,000
Contract/Other Services	25,420	35,676	20,000	25,000
Employee Involvement Programs	6,113	6,065	6,500	6,500
Equipment Repair/Maintenance	327	0	1,000	1,000
Computer/Software Maintenance	8,800	6,990	3,000	0
Books/Publications	1,446	1,761	2,500	2,500
Dues/Licenses	4,793	4,709	4,000	4,000
Food	1,860	1,055	1,500	1,500
Office/Shop Supplies	2,015	2,740	3,000	3,250
Postage	3,190	3,466	3,000	3,000
Sm. Equip/Tools/Furniture	3,732	1,060	1,500	2,500
Phone/Internet	2,264	3,896	2,900	4,250
Total Materials & Services	117,480	174,515	163,600	168,500
Total Administration	545,190	652,747	729,500	762,550

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

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



General Fund - City Enhancement

Description	2010 Actual	2011 Actual	2012 Budget	2013 Adopted
Community Events	25,202	18,423	13,000	13,000
Downtown Revitalization	21,121	0	33,000	33,000
Urban Renewal Loan	0	15,000	0	125,000
Utility Discount	20,511	12,000	15,000	15,000
Parks & Recreation Donation (BOB)	15,000	6,221	45,000	25,000
Food and Friends Program	12,000	12,000	12,000	12,000
Tourism Promotion	68,608	55,540	100,000	87,500
Total Materials & Services	162,443	119,184	218,000	310,500
Total City Enhancement	162,443	119,184	218,000	310,500



OVERALL GOAL

Technical Services Division is an internal services division which provides expert and professional information technology (IT) support to all City departments. The following is an overview of the support services provided:

- *Network Infrastructure (ie: Servers, switches, firewalls, storage, Wireless)*
- *Voice Over IP (VOIP) Phone System*
- *Voice and Data Telecommunications*
- *Remote Site Administration*
- *Desktop Computers*
- *Mobile Devices*
- *Specialized Departmental Hardware & Software*

KEY OBJECTIVES

- Provide a highly reliable technology environment to ensure City staff are productive and effective.
- Streamline the technology infrastructure to reduce IT administration hours.
- Partner with City departments to streamline and enhance processes through the use of technology.
- Implement more technology training for staff to increase productivity levels.
- Redesign the City website to enable staff to efficiently maintain content and more actively engage and connect with our citizens.

KEY PERFORMANCE MEASURES

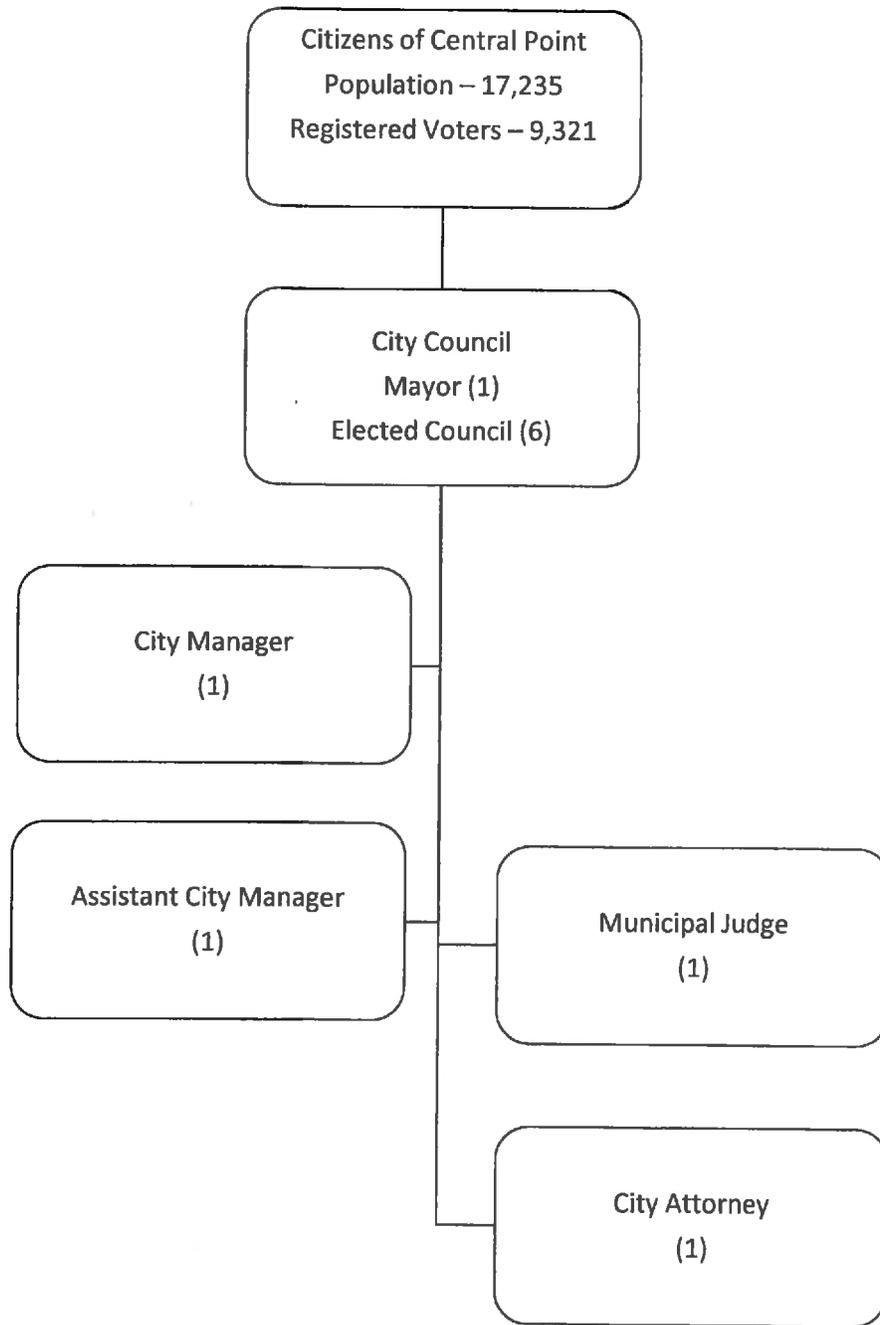
- Additional hours of IT engagement with City departments
- Reduction in submitted trouble tickets
- Happier City staff
- Increased website activity



General Fund - Technical Services Division

Description	2010 Actual	2011 Actual	2012 Budget	2013 Adopted
Salaries & Wages	57,782	60,319	135,100	167,750
Overtime Wages	0	176	3,000	3,000
Part-time Wages	4,050	12,236	0	0
City Taxes and Benefits	23,591	26,763	57,600	74,500
Total Personnel Services	85,422	99,493	195,700	245,250
City Facilities Rental	10,100	5,000	5,000	5,000
City Facilities Rental (HTCU)	35,800	0	0	0
Travel/Training	1,498	10,941	10,000	10,000
Professional Services	16,098	498	10,000	10,000
Contract/Other Services	25,768	16,846	18,000	6,000
High Tech Crime Unit	13,736	0	0	0
Computer Software Maintenance	8,736	56,767	52,000	75,000
Books/Publications	0	362	1,000	1,000
Computer Hardware/Software	87,038	21,952	72,000	100,000
Dues/Licenses	46,945	3,300	15,000	1,000
Office/Shop Supplies	1,191	220	2,500	2,500
Sm. Equip/Tools/Furniture	4,799	751	4,000	4,000
Phone/Internet	19,384	19,223	24,000	25,000
Total Materials & Services	271,093	135,859	213,500	239,500
Computer Hardware/Software	0	33,351	70,000	90,000
Total Capital Outlay	0	33,351	70,000	90,000
Total Technical Services	356,515	268,703	479,200	574,750

Mayor & City Council



**Mayor
Hank Williams**



**At Large
Kay Harrison**



**At Large
Carol Fischer**



**Ward IV
Allen Broderick**



**Ward III
Ellie George**



**Ward I
Bruce Dingler**



**Ward II
Kelly Geiger**



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

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

Description	2010 Actual	2011 Actual	2012 Budget	2013 Adopted
Salaries & Wages	13,800	13,800	13,800	13,800
City Taxes and Benefits	1,109	1,400	2,200	2,200
Total Personnel Services	14,909	15,200	16,000	16,000
Travel/Training	3,264	3,680	6,600	7,000
Professional Services	640	225	2,000	2,000
Community Events	1,224	3,500	5,000	5,000
Computer/Software Maintenance	0	816	750	0
Dues/Licenses	41,454	20,099	33,000	25,000
Food	1,393	1,094	2,500	1,250
Office/Shop Supplies	1,464	2,188	3,000	2,000
Phone/Internet	0	872	1,200	1,500
Total Materials & Services	49,439	32,474	54,050	43,750
Total Mayor & Council	64,348	47,674	70,050	59,750

General Fund - Finance Organizational Chart

Finance Department
7 FTE



OVERALL GOAL

Our mission is to provide for and protect the financial health of the City through accurate accounting of all its assets, and to provide timely financial information and analyses for management's use in making good decisions for the City.

KEY OBJECTIVES

- To provide a variety of professional financial services to both internal and external customers; services include accounting, debt management, asset management, accounts receivable, accounts payable, payroll, grant management, business licensing, utility billing, purchasing, and municipal court services
- Proficient preparation of the City's Comprehensive Annual Financial Report (CAFR)
- Coordinate, prepare and implement the City's annual budget and budget document
- To promote and perfect teamwork

KEY PERFORMANCE MEASURES

- Protect the policy-making ability of the City Council and City Administrator by ensuring that important policy decisions are not controlled by financial problems
- Implement credit card online payment processing services
- Completion of Oregon Municipal Finance Officers Association 4-year certification program
- Prepare a city investment policy
- Update city financial policy
- Quarterly financial statements and reporting to City Council
- Monthly expense and financial reporting to City Manager and Department Heads
- Receive the GFOA certificate of excellence in financial reporting
- Maintain zero number of audit findings
- Coordinate the Rogue Valley Government Finance Group meetings
- Encourage cooperation, best in class service, and excellence in government by seeking opportunities to contribute and to serve the public and the organization

ACCOMPLISHMENTS

- Received the GFOA certificate of excellence in financial reporting
- Maintained zero number of audit findings and received an unqualified opinion for the 2011 year end financial statements
- Assistance to the High Tech Crime Task Force in setting up and establishing individual fund and refining financial practices
- Successfully transitioned and repositioned ongoing staff changes
- Implemented citywide software upgrade to web based program
- Continued department "adopt-a-street" quarterly cleanup program
- Refined and "tightened" Battle of Bones finance practices
- Maintained the "Finance Corner" section for quarterly news articles in the City newsletter

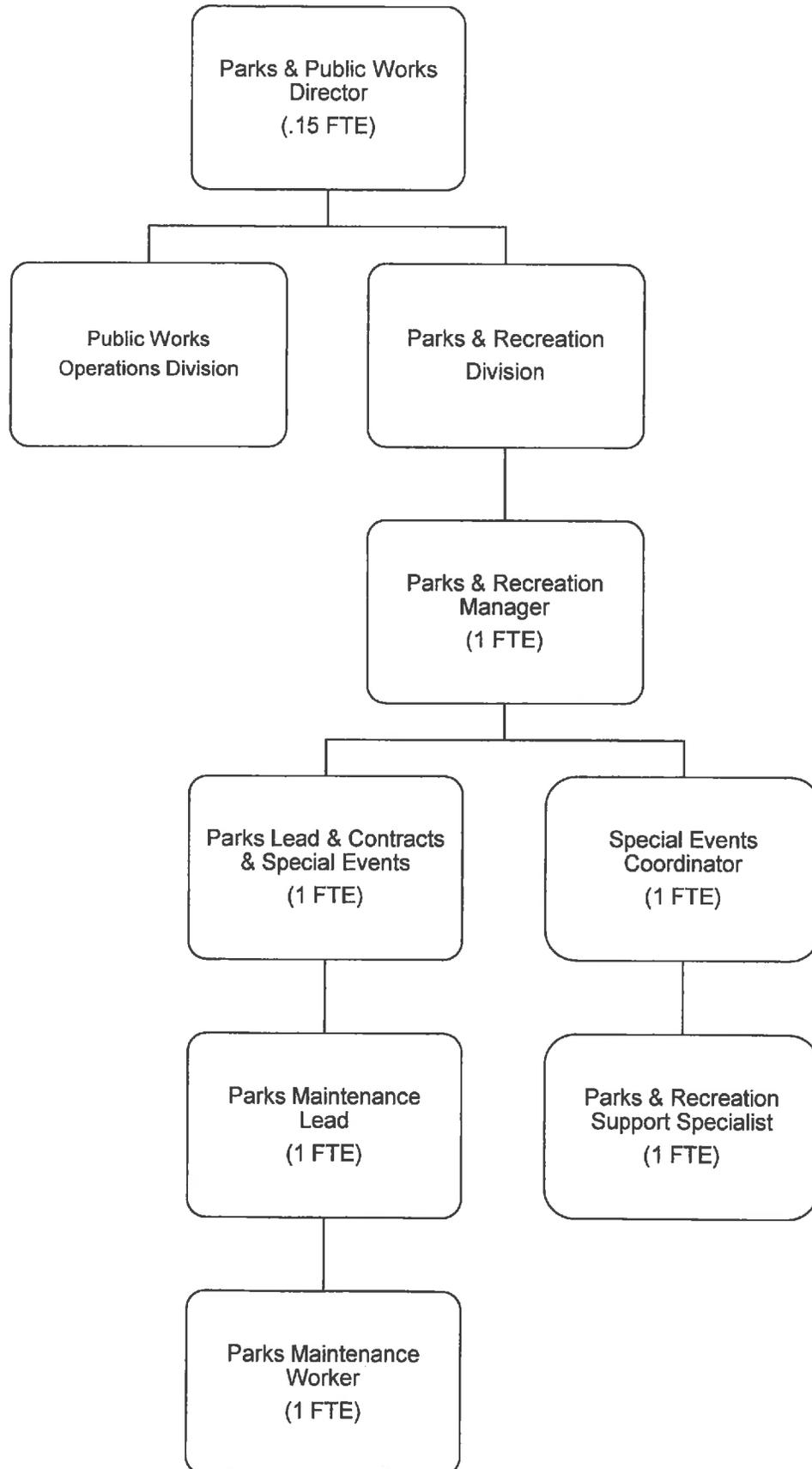
General Fund - Finance

Description	2010 Actual	2011 Actual	2012 Budget	2013 Adopted
Salaries & Wages	357,194	381,014	354,000	392,200
Overtime Wages	0	314	1,000	1,200
Part-time Wages	18,000	18,434	18,000	18,000
City Taxes and Benefits	162,582	173,117	175,700	215,950
Total Personnel Services	537,776	572,878	548,700	627,350
City Facilities Rental	35,700	35,700	35,700	35,700
Advertising/Legal Notices	2,233	2,535	2,000	1,500
Bank/VISA Fees	25,631	29,780	29,000	30,000
Printing/Binding	12,862	13,986	14,000	14,000
Travel/Training	8,586	9,941	14,000	13,000
Professional Services	41,201	41,760	46,000	45,000
Contract/Other Services	7,197	8,500	6,000	20,000
Equipment Repair/Maintenance	0	937	1,000	1,000
Computer/Software Maintenance	24,879	4,428	4,000	0
Books/Publications	0	99	200	200
Computer Hardware/Software	430	22,332	2,500	0
Dues/Licenses	1,930	1,900	2,500	2,500
Office/Shop Supplies	7,203	8,414	8,000	8,000
Postage	30,789	29,594	33,000	30,000
Sm Equip/Tools/Furniture	212	450	800	1,000
Phone/Internet	2,909	2,558	3,300	3,000
Total Materials & Services	201,762	212,914	202,000	204,900
Total Finance	739,538	785,793	750,700	832,250



General Fund - Parks & Recreation Organizational Chart

Parks & Recreation Division
6.15 FTE



General Fund - Parks & Recreation - Parks

OVERALL GOAL

The goal of the Parks Division is to enhance Central Point's livability and quality of life through the development and maintenance of a diverse park system. This goal is accomplished by providing a variety of outdoor recreational opportunities through well maintained parks an open space.

KEY OBJECTIVES

- Re-evaluate current maintenance contracts to determine the most cost effective way to maintain all the parks and open spaces
- Ensuring that all park equipment is maintained and replaced to ensure safe maintenance practices for all who use the park system
- Work with schools to train interns and other volunteer groups
- Work on partnership that will help with invasive species eradication throughout the park system
- Work with Storm Water Specialist to ensure that plantings meet with guidelines along stream beds and help to gain the Tree City USA designation
- Final year of the wetlands mitigation plan at Willie Mott Park
- Continue monitoring of elm trees and injections to ensure that the Pfaff Park canopy remains diverse
- Begin tree removal/thinning at all parks to ensure that hazard trees are removed or trimmed
- Continue expansion of recycling program to include paper and bottles in most heavily used parks
- Continue collaborating with other departments on special events
- Work on arboretum to provide another park for community use
- Install shade structure at Don Jones
- Remove gazebo at greenway and replace with more vandal proof bench/observation area
- Resurface an additional tennis court in 2013

KEY PERFORMANCE MEASURES

- Park acreage maintained on a weekly basis
- Contract services provide effective maintenance
- Replacement of park equipment and park features as needed for safety
- Reduction of solid waste due to recycling efforts



General Fund - Parks & Recreation - Parks

Description	2010 Actual	2011 Actual	2012 Budget	2013 Adopted
Salaries & Wages	200,755	225,124	226,700	241,650
Overtime Wages	7,525	8,292	9,000	6,500
Part-time Wages	14,817	0	0	0
City Taxes and Benefits	97,239	104,041	121,800	137,500
Total Personnel Services	320,336	337,457	357,500	385,650
City Facilities Rental	23,800	23,800	23,800	23,800
City Equipment Rental	36,000	34,000	34,000	30,000
Public Works Overhead Fees	19,000	0	0	0
Lease/Rentals	1,365	0	1,300	1,300
Travel/Training	2,843	5,132	5,000	6,000
Professional Services	2,438	435	6,000	6,000
Contract/Other Services	128,817	119,533	135,000	135,000
Building/Grounds Maintenance	53,922	59,408	100,000	110,000
Books/Publications	100	18	400	400
Clothing Allowance	1,808	942	1,000	1,000
Office/Shop Supplies	3,769	1,822	3,000	3,000
Sm Equip/Tools/Furniture	1,346	1,271	3,000	3,000
Electric	20,263	23,173	22,000	22,000
Natural Gas	2,278	2,416	2,100	2,100
Phone/Internet	4,461	4,206	5,500	5,500
Water/Sewer/Stormwater	5,339	6,628	7,000	10,000
Total Materials & Services	307,549	282,782	349,100	359,100
Prior Year Capital Improvements	1,737	25,830	0	0
Arboretum	0	0	0	7,000
Tennis overlay	0	0	0	17,000
Don Jones Park shade - Gazebo	0	0	0	40,000
Total Capital Projects	1,737	25,830	0	64,000
Total Parks	629,622	646,069	706,600	808,750

General Fund - Parks & Recreation - Recreation

OVERALL GOAL

The goal of the Recreation Division is to provide the highest quality recreational programs to community residents. Recreation for Central Point is accomplished by providing safe, affordable, accessible and varied activities through partnerships and volunteer efforts.

KEY OBJECTIVES

- Continue to increase variety of classes while maintaining affordability in the recreational opportunities for community
- Work with schools on arts, gardening, and community service projects
- Promote physical activities by organizing runs, walks and bike rides for the community which in turn increases our participation in community events.
- Working on master planning for department which hasn't been done since 2002
- Continue working to build relationships with outside groups interested in partnerships
- Seek out additional training to utilize more fully the current recreational program (Activenet)
- Continue to increase awareness of recreational opportunities to make programs more sustainable with new and innovative marketing
- Search out best practices across country to help improve recreation in Central Point
- Continue to refine recreational training material and guidelines using best practices
- Expand fundraising and grant writing to decrease dependence on general fund revenues and continue to seek out inventive ways to decrease program costs
- Work with Medford Parks to help bring the ORPA to the Rogue Valley
- Build volunteer base to cut costs at events

KEY PERFORMANCE MEASURES

- Retention of customers in recreation classes and KidVenture
- Increased Citizen and Volunteer participation from previous years
- Increased revenue from registrations
- Increase participation in events and activities sponsored by the City
- Marketing questions at time of registration that show where our advertising dollars should go

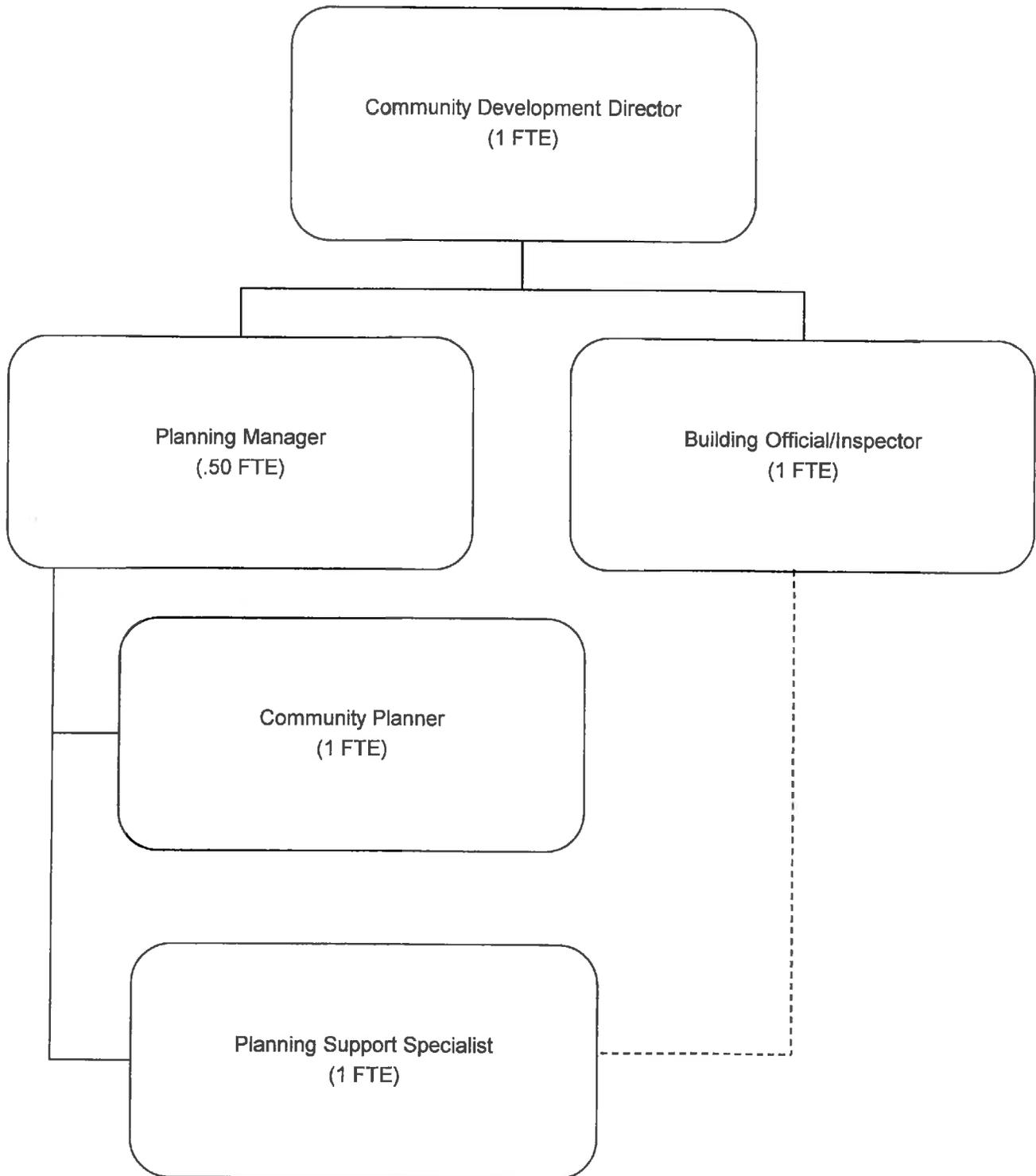


General Fund - Parks & Recreation - Recreation

Description	2010 Actual	2011 Actual	2012 Budget	2013 Adopted
Salaries & Wages	93,936	106,317	130,700	125,350
Overtime Wages	2,809	902	7,000	4,500
Part-time Wages	31,605	13,975	3,000	3,000
City Taxes and Benefits	55,033	56,667	52,100	63,000
Total Personnel Services	183,383	177,861	192,800	195,850
City Facilities Rental	24,000	24,000	24,000	24,000
Advertising/Legal Notices	350	535	2,500	2,500
Bank/VISA Fees	2,528	1,396	2,500	2,500
Printing/Binding	4,602	8,148	11,700	16,450
Lease/Rentals	2,895	1,219	1,000	1,000
Travel/Training	5,920	5,172	6,000	7,500
Professional Services	0	3,104	2,500	2,500
Contract Services - Recreation	144,901	57,920	62,000	62,000
Instructors	6,435	6,615	10,500	6,000
Community Event - Battle of the Bones	74,856	92,623	70,000	70,000
Recreation Programs	35,888	47,170	62,000	60,000
Equipment Repair/Maintenance	0	0	500	2,000
Building/Grounds Maintenance	632	8,846	4,000	4,000
Books/Publications	287	106	250	400
Computer Hardware/Software	2,504	2,465	2,500	0
Dues/Licenses	393	398	400	500
Office/Shop Supplies	7,836	3,041	13,000	10,000
Postage	6,798	6,549	9,000	9,000
Sm Equip/Tools/Furniture	0	492	600	600
Electric	1,954	2,259	2,400	2,500
Phone/Internet	3,845	4,673	5,000	5,000
Total Materials & Services	326,624	276,730	292,350	288,450
Total Recreation	510,007	454,591	485,150	484,300

General Fund - Community Development - Planning Organizational Chart

Community Development Department
4.5 FTE



OVERALL GOAL

The overall goal of the Planning Division is to enhance the quality of life for current and future residents as defined in the Central Point Strategic Plan through the City's long range and current land use planning program, and to make every effort to provide opportunities for public participation in the City's planning process.

KEY OBJECTIVES

Comprehensive Planning

The goal of the Comprehensive (long range) Planning Program is to ensure the effective integration of land use, public works infrastructure, building construction and overall economic development in the context of a growing population. Objectives include;

- Implementation of statewide planning goals
- Consistency with adopted and applicable regional plans
- Direct relationship between planning and capital improvements and financing
- Responsiveness to citizens and to the Central Point Strategic Plan, Central Point Forward – Fair City Vision 2020

Current Planning

The goal of the Current Planning Program is to give practical effect to the Comprehensive and Strategic plans through the enforcement of local ordinances and transparent public involvement. Objectives include;

- Bring implementing ordinances into agreement with strategic plan and City Council direction using accepted professional planning principles and methods
- Promote and facilitate downtown programs and incentives that will encourage revitalization and economic success
- Ensure the public is well informed and given opportunities to participate in City land use and strategic planning

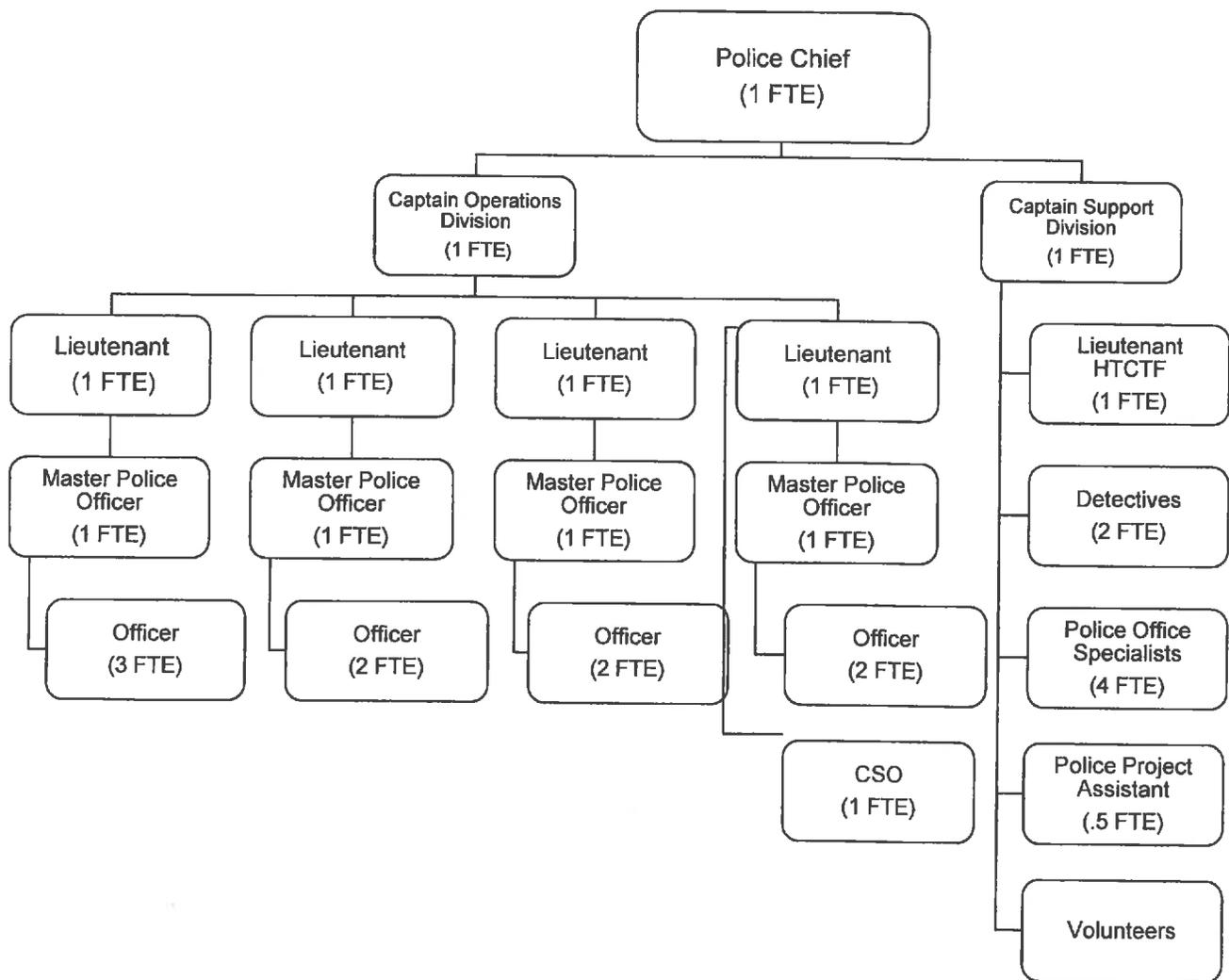
KEY PERFORMANCE MEASURES

- Availability of clear and useful planning documents
- An effective, service-oriented municipal department that attracts new and establishes existing destination businesses and superior residential neighborhoods
- Noticeable increase in citizen participation and in positive feedback from residents and the development community

General Fund - Planning

Description	2010 Actual	2011 Actual	2012 Budget	2013 Adopted
Salaries & Wages	235,462	252,136	230,100	210,500
Overtime Wages	0	0	1,500	1,500
Part-time Wages	56,004	55,199	59,500	58,500
City Taxes and Benefits	101,163	105,830	97,500	110,500
Total Personnel Services	392,629	413,165	388,600	381,000
City Facilities Rental	29,700	29,700	29,700	29,700
City Equipment Rental	4,500	4,500	4,500	4,500
Public Works Overhead Fees	42,000	0	0	0
Advertising/Legal Notices	3,770	2,161	4,000	4,000
Travel/Training	6,730	8,622	6,000	6,000
Professional Services	8,829	13,366	35,000	15,000
Contract/Other Services	6,209	7,552	0	10,000
Computer/Software Maintenance	3,549	650	0	0
Dues/Licenses	2,125	2,395	2,500	3,000
Office/Shop Supplies	1,690	1,455	1,500	1,500
Postage	258	634	700	1,500
Sm Equip/Tools/Furniture	87	768	1,000	2,000
Phone/Internet	1,423	2,135	2,000	2,000
Total Materials & Services	110,870	73,936	86,900	79,200
Total Planning	503,499	487,101	475,500	460,200

Police Department
28.5 FTE



OVERALL GOAL

Our ongoing goal for the City of Central Point Police Department is to enhance the feeling of safety and promote and build upon the trust that we have fostered in our community. The City of Central Point Police Department will strive to ensure the safety and the livability in our community and utilize inventive strategies to increase funds for operations.

KEY OBJECTIVES

- Introduce assignments to existing positions to enhance services and efficiencies to the community
- Identify areas in the Police Divisions that we can streamline and utilize cost saving measures that would increase productivity
- Build community relations to increase participation with residents that allows our Department to find permanent solutions regarding ongoing problems

KEY PERFORMANCE MEASURES

- Identify contract services and solicit request for proposals
- Utilize bike patrols/foot patrols to build community relations and cut fuel expenditures
- Partner with community groups to address needs in identified locations
- Locate grants applicable to public safety, apply for, and realize awards
- Manage equipment maintenance costs with the acquisition of leased fleet vehicles
- Transfer computer line items to information technology for cost management



General Fund - Police

Description	2010 Actual	2011 Actual	2012 Budget	2013 Adopted
Salaries & Wages	1,700,908	1,703,654	1,604,000	1,660,500
Overtime Wages	69,539	107,377	74,600	67,000
Overtime Wages - Special Events	17,400	17,400	17,400	20,000
Part-time Wages	35,941	35,110	36,000	40,780
City Taxes and Benefits	859,206	869,399	877,900	1,025,030
Total Personnel Services	2,682,994	2,732,940	2,609,900	2,813,310
City Facilities Rental	178,500	191,403	178,500	178,500
Lease/Rentals	50,374	42,705	59,800	70,700
Travel/Training	42,400	47,508	50,000	50,000
Dispatch Services	256,550	208,127	213,000	231,990
Professional Services	9,798	31,479	15,000	8,000
Contract/Other Services	23,726	97,836	30,000	30,000
DARE	4,495	14,339	5,000	8,000
Investigations	3,518	2,262	5,000	5,000
High Tech Crime Unit	0	52,730	0	10,000
Volunteer Programs-Citizens On Patrol	11,675	8,477	15,000	10,000
Volunteer Programs-Explorers	0	0	0	5,000
Vehicle Repair/Maintenance	31,879	19,691	68,500	45,000
Equipment Repair/Maintenance	1,379	2,972	7,500	10,000
Computer/Software Maint & Licenses	0	4,867	5,000	0
Books/Publications	2,355	838	2,500	1,500
Clothing Allowance	24,562	26,282	17,800	15,000
Computer Hardware/Software	918	9,856	5,000	0
Dues/Licenses	8,813	3,790	5,000	5,000
Fuel	39,702	45,861	40,000	50,000
Maintenance Supplies	7	65	500	500
Office/Shop Supplies	33,984	28,625	22,000	22,000
Postage	2,417	2,819	3,500	3,500
Sm Equip/Tools/Furniture	44,257	20,634	44,000	40,000
Phone/Internet	30,709	39,465	39,500	42,000
Total Materials & Services	802,018	902,632	832,100	841,690
Total Police	3,485,012	3,635,572	3,442,000	3,655,000

General Fund - Interdepartmental

OVERALL GOAL

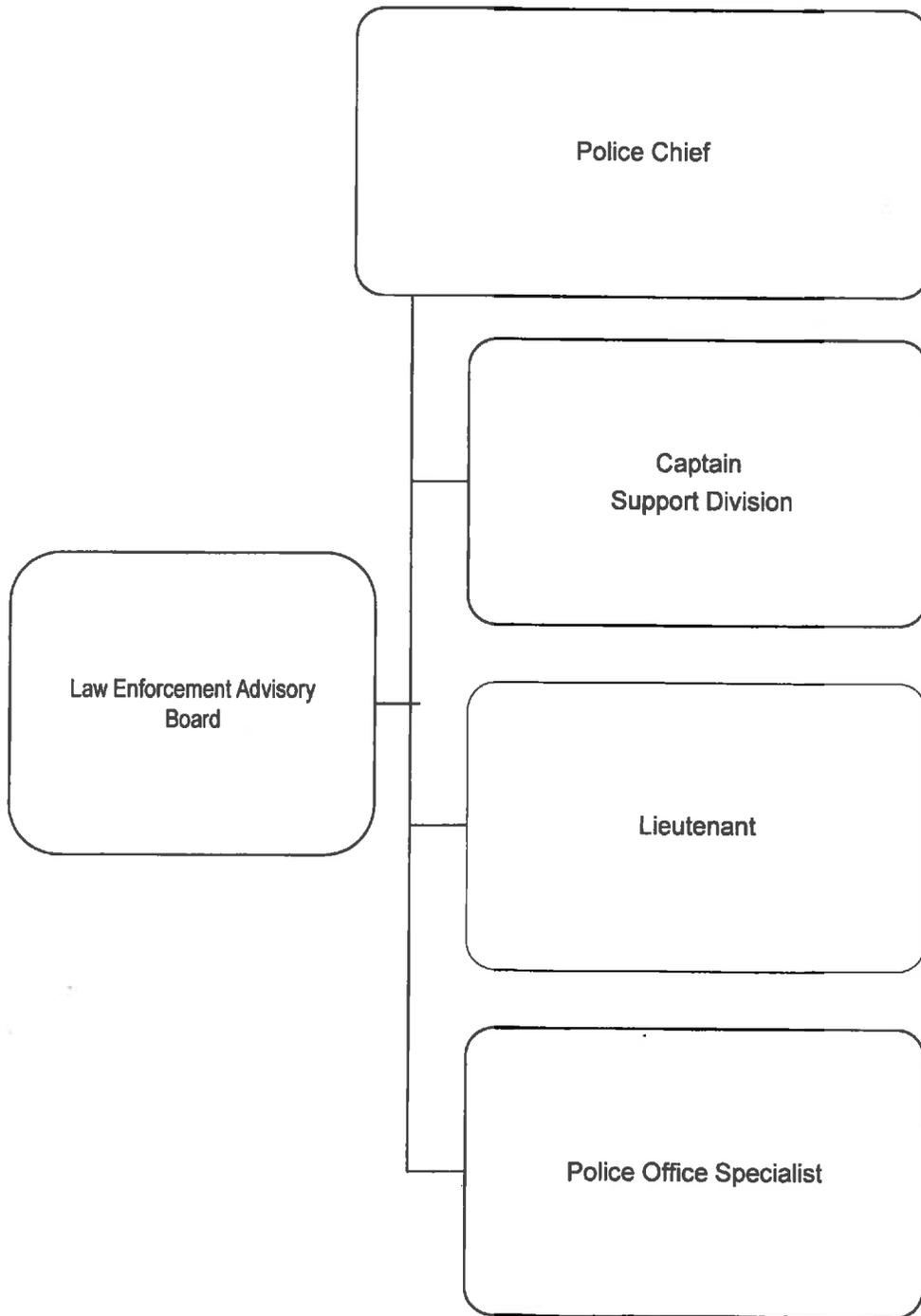
The purpose of the Interdepartmental Department is to record appropriations not tied to any one department.

In the General Fund, this department budget is used to account for the following:

- The City's general liability insurance
- 911 Funds
- Transfers out:
 - To Debt Service Fund for the Don Jones Park annual debt service payment
 - To Street Fund to offset city street lighting costs
 - To High Tech Crime Task Force Fund to offset overhead & building rental costs
- Contingency account
- Ending fund balance account

Description	2010 Actual	2011 Actual	2012 Budget	2013 Adopted
Insurance Premiums/Claims	66,677	67,394	110,000	90,000
Dispatch Services - 911	0	0	90,000	90,000
Total Materials & Services	66,677	67,394	200,000	180,000
Transfers Out - Street Fund	0	75,000	50,000	50,000
Transfers Out - Debt Service (Burton)	19,500	0	0	0
Transfers Out - Debt Service (DJ Park)	100,000	25,000	140,000	130,000
Transfers Out - HTCTF	0	0	237,900	237,350
Total Transfers	119,500	100,000	427,900	417,350
Contingency	0	0	150,000	150,000
Total Contingency	0	0	150,000	150,000
Ending Balance	3,154,370	3,344,131	2,016,550	1,793,302
Total Ending Balance	3,154,370	3,344,131	2,016,550	1,793,302
Total Interdepartmental	3,340,547	3,511,525	2,794,450	2,540,652
Total General Fund Requirements	10,336,721	10,608,959	10,151,150	10,488,702

High Tech Crime Task Force



High Tech Crime Task Force Fund

OVERALL GOAL

It is the mission of the Southern Oregon High-Tech Crimes Task Force to hold accountable those who commit criminal acts through the use of technology and the Internet. We are committed to detecting, identifying, and prosecuting individuals who perpetrate high-tech crimes, especially those who target children.

The task force is currently comprised of ten 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, Jackson County Sheriff's Office, Klamath Falls Police Department, and Homeland Security. The Central Point Police Department is the founding agency and provides direction and control of the task force including fiscal responsibility.

The task force mission is met through three major components; reactive investigations and digital forensic analysis, proactive investigations, and public education.

KEY OBJECTIVES

- Identify, arrest, and prosecute individuals in Southern Oregon who perpetrate high-tech crimes
- Aggressively and proactively target individuals who are using the Internet to sexually exploit and abuse children in Southern Oregon
- Enhance funding contributions from participating and contributing agencies
- Maintain a highly trained, professional, and effective staff
- Maintain national accreditation of digital forensics laboratory
- Promote public information and events
- Apply for all eligible grants and funding opportunities

KEY PERFORMANCE MEASURES

- Meet quarterly with the Law Enforcement Advisory Board (LEAB) to review strategic goals and programs
- Reduce the turn-around time for digital evidence submitted for forensic analysis
- Increase number of individuals proactively arrested by the task force
- Increase financial support of those contributing and participating agencies of the task force
- Obtain federal grants for task force capital improvement projects

High Tech Crime Task Force Fund

Revenues

Description	2010 Actual	2011 Actual	2012 Budget	2013 Adopted
Federal Grant	0	0	362,500	463,000
Federal Grant -FBI Overtime Reimb	0	0	18,000	20,000
State Grant	0	0	0	30,000
Contributing Agencies	0	0	50,000	55,000
Federal Asset Forfeitures	0	0	100,000	50,000
State Asset Forfeitures	0	0	0	0
Total Intergovernmental	0	0	530,500	618,000
High Tech Crimes Unit	0	0	50,000	500
Total Charges for Services	0	0	50,000	500
Transfer In - General Fund	0	0	237,900	237,350
Total Transfers	0	0	237,900	237,350
Carryover Balance	0	0	10,000	5,000
Total Carryover Balance	0	0	10,000	5,000
Total Revenues	0	0	828,400	860,850



High Tech Crime Task Force Fund

Description	2010 Actual	2011 Actual	2012 Budget	2013 Adopted
Salaries & Wages	0	0	124,750	125,000
Overtime Wages	0	0	30,000	20,000
City Taxes and Benefits	0	0	62,700	71,450
Total Personnel Services	0	0	217,450	216,450
City Facilities Rental (HTCU)	0	0	40,900	40,900
Travel/Training	0	0	13,000	6,000
Professional Services	0	0	9,300	5,000
Contract/Other Services	0	0	18,150	2,000
Investigations	0	0	5,000	5,500
Federal Grant Expense	0	0	0	350,000
State/Local Grant Expense	0	0	0	30,000
Asset Forfeiture Expense	0	0	0	50,000
Vehicle Repair/Maintenance	0	0	50,000	2,000
Equipment Repair/Maintenance	0	0	2,000	2,000
Computer/Software Maintenance	0	0	1,000	5,000
Books/Publications	0	0	2,000	500
Clothing Allowance	0	0	500	2,000
Computer Hardware/Software	0	0	2,200	5,000
Dues/Licenses	0	0	5,700	2,000
Fuel	0	0	23,000	1,000
Office/Shop Supplies	0	0	200	3,000
Postage	0	0	3,900	2,000
Sm Equip/Tools/Furniture	0	0	10,000	8,000
Phone/Internet	0	0	2,550	4,800
Total Materials & Services	0	0	189,400	526,700
Equipment	0	0	141,000	0
Total Capital Outlay	0	0	141,000	0
Total HTCTF Operations	0	0	547,850	743,150

High Tech Crime Task Force Fund

Description	2010 Actual	2011 Actual	2012 Budget	2013 Adopted
Contingency	0	0	0	0
Total Contingency	0	0	0	0
Ending Balance	0	0	280,550	117,700
Total Ending Balance	0	0	280,550	117,700
Total Interdepartmental	0	0	280,550	117,700
Total High Tech Crime Task Force Requirements	0	0	828,400	860,850





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 the Central Point's City Limits. The major objective is to maintain the 170 miles of existing streets and city rights of way. Additionally annually the city uses the Transportation Utility Fee to match for state and federal grants and doing major overlay work.

Fund Resources:

In the 2012/2013 fiscal year the City receives revenue from the local street utility fee, 1% of the pacific power franchise agreement, state gas tax, and the state of Oregon Bicycle/Pedestrian Granting Agency. Additional monies are received from the general fund for street lights (\$50,000). The General Fund distribution will diminish over the next five years as the revenue from the pacific power franchise agreement equals the amount paid for street lights.

Changes: *The main change is the introduction of 1% of the Pacific Power Franchise Fee to Streets to help offset the cost of street lights in town.*

KEY OBJECTIVES

- **Capital Construction Projects:** The Congestion Management Air Quality (CMAQ) grant that the City received in 2010 will finally start construction in the spring of 2013. The project includes the parking lots at the Senior Center and across from City Hall on Oak Street
- **Front Street (Crater to Manzanita)** – Construction of the 1.25 million dollar project will start in the Winter/Spring of 2013. The project entails installing 10' sidewalks, street trees, bike lanes, medians from Crater High School to Manzanita. Also a flashing pedestrian crossing will be installed in the vicinity of Cherry Street
- **Maintenance** – Staff has implemented a city crack seal maintenance program where a quarter of the city will be crack sealed on a rotating basis. By being aggressive on crack sealing within the first years of a street being paved we will be able to maintain the original paving longer and lower our overlay responsibilities

PERFORMANCE MEASURES

- **Overall Pavement Condition Index:** The Pavement Condition Index (PCI) is a rating given through a process of visual observations and calculations performed through the use of metropolitan Transportation Commission Pavement Management Program software. It is the goal of the Transportation Operations Division to maintain the overall Pavement Condition at a calculated average of 80 to 85 (out of a possible 100)

The City did not make significant strides on this performance measure during the 2011/12 year because the software to do the assessment was cost prohibitive. Based upon our own internal scoring mechanism the City meets the standard. Our goal is to research software programs and equipment to get to this standard for next years' budget

- **Preventive Maintenance Surfacing:** The miles maintained percentage should be at least 80% of industry recommended standards to maintain the current infrastructure for maximum useable life (usually some preventive maintenance treatment is applied every 6 years). This measure is derived from statistics on the miles of streets resurfaced each year and how often each street receives resurfacing services
The City has implemented a quadrant system where the City is split into five quadrants for crack seal treatments. The performance standard was met for the 2011/12 fiscal year
- **Street Light Maintenance:** The implementation of city owned ornamental lighting in the past decade has caused some maintenance issues for the Public Works Staff. In order to fully grasp the monies spent we will be tracking all expenditures in order to assess the feasibility and usefulness of the lights and their long term need

The City was able to determine that the costs for the maintenance of the ornamental lighting was approximately \$12,000 a year. Additionally, we were able to determine areas for retrofits to more efficient LED lighting and more directional lighting. More projects are planned for the 2012/13 fiscal year. Our goal for the 2012/13 budget is to keep the cost of maintenance below \$12,000, by becoming certified to do the maintenance ourselves. We also want to determine the costs per ornamental pole versus a standard pacific power unit.

Street Fund

Revenues

Description	2010 Actual	2011 Actual	2012 Budget	2013 Adopted
Franchise - Electric	0	0	0	105,000
Franchise - Water	82,085	79,337	135,000	90,000
Total Taxes	82,085	79,337	135,000	195,000
Federal Capital Grants	170,000	170,000	1,041,860	180,000
State Grant - ODOT (Bike/Ped Funds)	0	0	450,000	715,750
State Gas Tax	712,560	840,426	920,000	950,000
Total Intergovernmental	882,560	1,010,426	2,411,860	1,845,750
Public Works Fees	1,297	9,771	2,500	5,000
SDC Street Reimbursement	1,739	3,478	10,000	10,000
SDC Street Improvements	22,581	52,777	20,000	20,000
Street Utility Fee	450,675	563,938	450,000	450,000
Total Charges for Services	476,292	629,965	482,500	485,000
Interest Income	11,849	6,257	8,000	7,000
Total Interest Income	11,849	6,257	8,000	7,000
Miscellaneous Revenue	14,347	16,710	0	2,000
Financing Proceeds	27,815	0	0	0
Total Miscellaneous	42,162	16,710	0	2,000
Transfers In	0	75,000	50,000	50,000
Total Transfers	0	75,000	50,000	50,000
Carryover Balance	1,816,741	1,707,225	2,045,760	2,459,430
Total Carryover Balance	1,816,741	1,707,225	2,045,760	2,459,430
Total Street Revenues	3,311,689	3,524,920	5,133,120	5,044,180

Operations/Capital Projects

Description	2010 Actual	2011 Actual	2012 Budget	2013 Adopted
Salaries & Wages	226,436	213,252	212,000	228,165
Overtime Wages	4,686	2,633	2,500	3,500
City Taxes and Benefits	125,428	110,736	128,000	145,500
Total Personnel Services	356,550	326,621	342,500	377,165
City Facilities Rental	35,200	35,200	36,900	36,900
City Equipment Rental	151,500	138,800	138,800	130,000
City Overhead Fees	126,000	126,000	126,000	126,000
Public Works Overhead Fees	262,000	260,000	260,000	295,000
Bank/VISA Fees	0	0	0	5,000
Lease/Rentals	608	1,768	2,500	0
Travel/Training	2,249	7,789	9,000	8,000
Professional Services	5,121	6,489	5,000	8,000
Contract/Other Services	31,724	64,720	20,000	23,500
Equipment Repair/Maintenance	3,327	168	2,500	0
Sidewalk/Bikepath/Tree Maintenance	0	18,049	20,000	20,000
Infrastructure Maintenance	53,033	59,497	40,000	60,000
Street Sign Maintenance	0	0	18,000	5,000
Street Light Maintenance (TOD)	0	0	10,000	10,000
Street Light Retrofit Project	0	0	10,000	14,000
Clothing Allowance	887	1,756	1,600	2,000
Computer Hardware/Software	750	2,646	500	0
Dues/Licenses	61	77	250	250
Office/Shop/Safety Supplies	5,604	4,303	3,600	2,500
Sm Equip/Tools/Furniture	1,398	1,559	10,000	7,500
Phone/Internet	953	1,621	1,500	2,500
Street Lights	156,083	172,743	145,000	155,000
Total Materials & Services	836,498	903,186	861,150	911,150
Prior Capital Projects	306,702	135,283	0	0
Equipment	0	0	330,000	212,000
Cmaq Project (Oak St, Senior Ctr Park Lot Design)	0	0	880,000	71,000
Paving Projects	0	81,524	200,000	0
Hwy 99 Beautification Project	0	0	95,000	1,100,000
Total Capital Projects	306,702	216,807	1,505,000	1,383,000
Transfers Out - DS (10th/Scenic/Upton)	35,000	35,000	35,000	32,500
Total Transfers Out	35,000	35,000	35,000	32,500
Total Street Operations/Capital Projects	1,534,750	1,481,615	2,743,650	2,703,815

Street Fund

SDC Capital Projects

Description	2010 Actual	2011 Actual	2012 Budget	2013 Adopted
Prior Capital Projects	35,117	1,047	0	0
Crater Rail Crossing	0	53,586	45,000	45,000
Hwy 99 Beautification Project	0	0	0	200,000
Total Capital Projects	35,117	54,633	45,000	245,000
Bond Pymt-10th/Scenic/Upton	0	0	0	0
Developer Reimbursements	9,396	0	30,000	30,000
Total Debt Service	9,396	0	30,000	30,000
Transfers Out - DS (10th/Scenic/Upton)	25,200	25,200	25,200	22,900
Total Transfers	25,200	25,200	25,200	22,900
Total Street SDC Capital Projects	69,713	79,833	100,200	297,900

Interdepartmental

Description	2010 Actual	2011 Actual	2012 Budget	2013 Adopted
Contingency	0	0	100,000	100,000
Total Contingency	0	0	100,000	100,000
Ending Balance	1,707,226	1,963,472	2,189,270	1,942,465
Total Ending Balance	1,707,226	1,963,472	2,189,270	1,942,465
Total Street Interdepartmental	1,707,226	1,963,472	2,289,270	2,042,465
Total Street Fund Requirements	3,311,689	3,524,920	5,133,120	5,044,180

OVERALL GOAL

The purpose of this fund is to account for money received from a Community Development Block Grant.

In 1995, the City entered into an agreement with the Oregon Economic Development Department (OEDD) for a grant award of \$300,000. This grant was to be used for a woodstove replacement and housing rehabilitation program for low and moderate income families in Central Point. The overall purpose of the program was to assist residents in reducing pollution by replacing wood burning stoves and to help with critical problems such as failed heating systems, leaking roofs, and unsafe electrical systems.

The program is now closed, and funds that were loaned out to residents are repaid when the property is sold. The money may then be transferred into the General Fund. Eventually, when the loans are repaid, this fund will no longer exist.

However, in the spirit of the original grant, we are using the repayments of these loans to offset the City's low income utility discount program which is administered within the General Fund budget.

Housing Fund

Revenues

Description	2010 Actual	2011 Actual	2012 Budget	2013 Adopted
Interest Income	348	203	250	150
Total Interest	348	203	250	150
Loan Principal Payments	7,039	7,846	25,000	10,000
Total Miscellaneous	7,039	7,846	25,000	10,000
Carryover Balance	54,595	49,942	45,190	40,295
Total Carryover	54,595	49,942	45,190	40,295
Total Housing Fund Revenues	61,982	57,991	70,440	50,445

Interdepartmental

Description	2010 Actual	2011 Actual	2012 Budget	2013 Adopted
City Overhead Fees	5,000	5,000	5,000	5,000
Total Materials & Services	5,000	5,000	5,000	5,000
Transfers Out	7,039	7,846	25,000	10,000
Total Transfers	7,039	7,846	25,000	10,000
Ending Balance	49,943	45,145	40,440	35,445
Total Ending Balance	49,943	45,145	40,440	35,445
Total Housing Fund	61,982	57,991	70,440	50,445

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.

CAPITAL IMPROVEMENTS FUND – PARKS /PARKS SDC/CAPITAL PROJECTS

- There are no SDC capital projects funded this budget year
- Transfers totaling \$25,000 are budgeted toward the Don Jones Park debt service payment

CIP Fund

Revenues

Description	2010 Actual	2011 Actual	2012 Budget	2013 Adopted
State Grants	0	25,000	0	0
Total Intergovernmental Revenue	0	25,000	0	0
SDC Park Reimbursement	4,741	9,652	10,000	5,000
SDC Park Improvements	21,844	48,830	50,000	20,000
Total Charges for Service	26,585	58,482	60,000	25,000
Interest Income	658	306	500	250
Total Interest Income	658	306	500	250
Miscellaneous Revenue	0	0	0	0
Financing Proceeds	0	0	0	0
Total Miscellaneous	0	0	0	0
Carryover Balance	161,162	73,379	63,000	60,907
Total Carryover	161,162	73,379	63,000	60,907
Total CIP Revenues	188,405	157,167	123,500	86,157

Expenditures

Parks

Description	2010 Actual	2011 Actual	2012 Budget	2013 Adopted
Prior Capital Projects	53,469	0	0	0
Forest Glenn - Restrooms	0	43,000	0	0
Total Capital Projects	53,469	43,000	0	0
Total Park Capital Projects	53,469	43,000	0	0

Parks SDC

Description	2010 Actual	2011 Actual	2012 Budget	2013 Adopted
Prior Capital Projects	15,561	0	0	0
Total Capital Projects	15,561	0	0	0
Note Payable - Don Jones Park Interest	0	0	0	0
Developer Obl (SDC Reimb/Twin Creeks DS)	0	0	60,000	25,000
Total Debt Service	0	0	60,000	25,000
Transfer Out - Debt Service (DJ Park)	46,000	46,000	0	7,000
Total Transfers Out	46,000	46,000	0	7,000
Total Park SDC Capital Projects	61,561	46,000	60,000	32,000

Interdepartmental

Description	2010 Actual	2011 Actual	2012 Budget	2013 Adopted
Transfers Out - General Fund	0	0	10,000	0
Transfers Out - Debt Service Fund	0	0	25,000	18,000
Total Transfers	0	0	35,000	18,000
Ending Balance	73,375	68,167	28,500	36,157
Total Ending Balance	73,375	68,167	28,500	36,157
Total Interdepartmental	73,375	68,167	63,500	54,157
Total Capital Improvements	188,405	157,167	123,500	86,157



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 begin a facilities maintenance and improvement savings 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

- \$70,000 expense budgeted from equipment reserve towards the purchase of a \$90,000 Public Works bucket truck. The remaining \$20,000 is budgeted in the Internal Services/Fleet budget
- No new reserve revenue will be transferred in this fiscal year

Reserve Fund

Revenues

Description	2010 Actual	2011 Actual	2012 Budget	2013 Adopted
Interest Income	0	613	2,000	1,500
Total Interest	0	613	2,000	1,500
Transfers In- Facilities Maintenance	0	100,000	80,000	0
Transfers In- Fleet Maintenance	0	200,000	100,000	0
Total Transfers	0	300,000	180,000	0
Carryover Balance	0	0	300,300	482,100
Total Carryover	0	0	300,300	482,100
Total Reserve Fund Revenues	0	300,613	482,300	483,600

Interdepartmental

Description	2010 Actual	2011 Actual	2012 Budget	2013 Adopted
City Hall Improvements	0	0	0	0
Equipment	0	0	0	0
Vehicles	0	0	0	70,000
Police Vehicles	0	0	0	0
Total Reserve Fund Projects	0	0	0	70,000
Ending Balance	0	300,613	482,300	413,600
Total Ending Balance	0	300,613	482,300	413,600
Total Interdepartmental	0	300,613	482,300	483,600
Total Reserve Fund	0	300,613	482,300	483,600

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.

The following table recaps the City's outstanding debt balance going into the new fiscal year, 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 2012/2013 fiscal year.

**Debt Summary Recap
For Fiscal Year 2012/2013**

Debt Issued for:	Balance at 6/30/2012	- Budgeted -		Balance at 6/30/2013
		Retirements	Additions	
City Hall Building Bonds	1,965,000	(120,000)	0	1,845,000
Scenic/10th/Upton Loan	1,107,000	(203,000)	0	904,000
Local Improvement District Bonds	325,334	(50,000)	0	275,334
Don Jones Park Note	885,000	(115,000)	0	770,000
Water Reservoir Loan	4,000,000	0	1,600,000	5,600,000
SDC Developer Obligations	761,367 *	(50,000)	0	711,367
	\$9,043,701	(\$538,000)	\$1,600,000	\$10,105,701

**SDC Developer Obligation retirement amount is an estimate only.*

Debt Service Fund

Revenues

Description	2010 Actual	2011 Actual	2012 Budget	2013 Adopted
Federal Capital Grant (STIP)	162,864	162,864	162,900	162,900
Total Intergovernmental	162,864	162,864	162,900	162,900
City Facilities Rental	190,000	190,000	195,000	195,500
City Equipment Rental	0	0	0	0
Debt Service Fees	809	0	22,700	149,200
Total Charges for Services	190,809	190,000	217,700	344,700
LID Principal Payments	60,609	31,609	50,000	50,000
LID Interest Payments	22,536	99	20,000	13,000
Total Special Assessments	83,145	31,708	70,000	63,000
Interest Income	767	198	500	250
Total Interest Income	767	198	500	250
Transfers In - General Fund (DJ Park)	119,500	25,000	140,000	130,000
Transfers In - Street Op (10th/Scenic)	35,000	35,000	35,000	32,500
Transfers In - Street SDC (10th/Scenic)	25,200	25,200	25,200	22,900
Transfers In - Strmwtr Op (10th/Scenic)	10,000	10,000	0	0
Transfers In - Strmwtr SDC (10th/Scenic)	8,000	8,000	0	0
Transfers In- Water Fund (10th/Scenic)	4,700	4,700	0	0
Transfers In- Water Fund (Erickson)	19,200	135,000	0	0
Transfers In - CIP- SDC Parks (DJ Park)	46,000	46,000	25,000	25,000
Total Transfers	267,600	288,900	225,200	210,400
Carryover Balance	98,807	117,329	23,000	26,472
Total Carryover	98,807	117,329	23,000	26,472
Total Debt Service Revenues	803,992	790,998	699,300	807,722

Debt Service Fund

Expenditures

Description	2010 Actual	2011 Actual	2012 Budget	2013 Adopted
10th/Scenic/Upton - Interest	67,768	59,942	51,800	43,300
10th/Scenic/Upton - Principal	178,000	186,000	194,000	203,000
Burton Property - Interest	261	0	0	0
Burton Property - Principal	19,087	0	0	0
City Hall Bond Interest	83,863	80,637	77,270	75,500
City Hall Bond Principal	105,000	110,000	115,000	120,000
Don Jones Park - Interest	46,000	41,900	37,600	34,000
Don Jones Park - Principal	100,000	105,000	110,000	115,000
Erickson Waterline - Interest	6,824	6,263	0	0
Erickson Waterline - Principal	12,310	127,896	0	0
LID Bond Interest	18,549	50,000	16,300	50,000
LID Bond Principal	49,000	16,266	50,000	13,000
Water Reservoir Loan - Interest	0	0	0	120,000
Water Reservoir Loan - Principal	0	0	0	0
Total Debt Service	686,662	783,904	651,970	773,800
Ending Balance	117,330	7,094	47,330	33,922
Total Ending Balance	117,330	7,094	47,330	33,922
Total Debt Service	803,992	790,998	699,300	807,722



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'
- Certify Building Official to perform electrical inspections
- 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
- Acquire and implement state compatible building permit software

KEY 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

Building Fund - Community Development

Revenues

<u>Description</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2013 Adopted</u>
Building Fees No Surcharge	1,070	1,925	1,000	1,000
Building Permits - Residential	15,940	37,104	45,000	30,000
Building Permits - Commercial	0	8,194	90,000	25,000
Building Plan Review	12,429	15,740	15,000	15,000
Electrical Investigations	289	888	500	500
Electrical Permits	11,024	13,224	10,000	10,000
Electrical Plan Review	122	222	500	500
Mechanical Permits	4,224	4,799	5,000	5,000
Mechanical Plan Review	0	0	100	100
Plumbing Investigations	50	860	100	100
Plumbing Permits	9,268	13,387	10,000	10,000
Plumbing Plan Review	0	34	100	100
Administrative Fee	0	0	0	0
Total Charges for Service	54,416	96,376	177,300	97,300
Interest Income	2,071	917	1,000	800
Total Interest Income	2,071	917	1,000	800
Miscellaneous Revenue	112	225	0	0
Total Miscellaneous	112	225	0	0
Carryover Balance	332,154	236,229	139,550	144,680
Total Carryover	332,154	236,229	139,550	144,680
Total Building Fund Revenues	388,753	333,747	317,850	242,780

Building Fund - Community Development

Expenditures

Description	2010 Actual	2011 Actual	2012 Budget	2013 Adopted
Salaries & Wages	89,900	96,802	85,000	80,650
City Taxes and Benefits	36,718	36,050	33,750	39,000
Total Personnel Services	126,618	132,852	118,750	119,650
City Facilities Rental	0	0	0	0
City Overhead Fees	0	0	0	0
City Equipment Rental	2,200	2,199	2,200	2,200
Travel/Training	1,899	1,509	1,500	1,500
Computer/Software Maintenance	1,000	0	0	0
Contract/Other Services	18,123	7,666	6,000	8,000
Dues/Licenses	252	885	400	400
Office/Shop Supplies	1,020	606	1,000	700
Postage	11	22	100	100
Phone/Internet	1,402	976	1,000	1,000
Total Materials & Services	25,907	13,864	12,200	13,900
Total Building Operations	152,525	146,716	130,950	133,550

Interdepartmental

Description	2010 Actual	2011 Actual	2012 Budget	2013 Adopted
Contingency	0	0	5,000	2,000
Total Contingency	0	0	5,000	2,000
Ending Balance	236,228	187,031	181,900	107,230
Total Ending Balance	236,228	187,031	181,900	107,230
Total Interdepartmental	236,228	187,031	186,900	109,230
Total Building Fund Requirements	388,753	333,747	317,850	242,780



OVERALL GOAL

The Water Fund supports the City's Water Division which provides for the delivery of adequate quantities of safe, high quality water to domestic and commercial/industrial water users. Maintaining a sufficient and reliable supply of water for fire protection is also a paramount consideration in construction and maintenance of Central Point's water distribution system.

Fund Resources: This fund is an Enterprise Fund; it is self-supporting with expenses paid from its own revenue sources. The fund is primarily funded through water sales which are budgeted at \$2.5 million for the FY 2011/12 budget. Other water revenue is provided through services fees and meter installations. System Development Charges (SDCs) are paid by new developments and used to fund water infrastructures servicing new developments.

Changes: The key change within the fund is that there are two major capital improvements detailed below. This will force the fund to dip below the 25% carryover. Additionally, this will be the first of 20 annual payments for the Vilas Water Reservoir.

KEY OBJECTIVES

- Beebe Road Waterline at Bear Creek –The second phase of the vilas water reservoir is the installation of a 16" waterline under bear creek that ties into Penninger Road. The waterline is essential in order to move water from the Vilas Reservoir to SE and SW Central Point
- Front Street Waterline –To coincide with the street project a new waterline will be installed between Laurel and just south of Crater High School. The project was identified as the number one fire flow problem within the 2009 water master plan

PERFORMANCE MEASURES

- **Conservation:** This performance relates to water use in Central Point as compared to the regional and national average
For the second year in a row since implementing the water rate models with tiers, the City has had a ten percent reduction in peak year consumption
- **Unplanned Service Disruptions:** Unplanned Service Disruptions is a new performance measure for the budget document. This measure indicates the number of system failures in which multiple customers experience outages during water system break downs

During the 2011/2012 budget year the city did not have any minor or major waterline breaks.

**UNPLANNED SERVICE DISRUPTIONS
(Water Main Line Break Less than 4 Hours)**

		FY 11/12
	Disruptions	0
	Industry Standard*	7

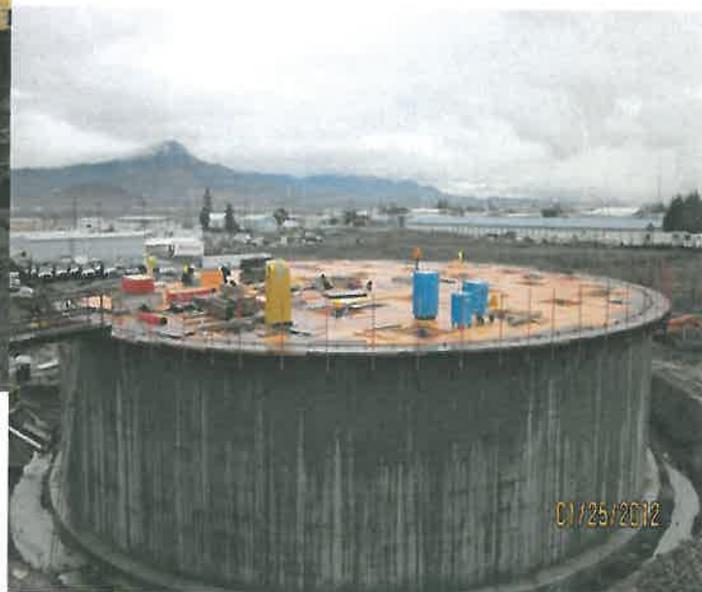
**UNPLANNED SERVICE DISRUPTIONS
(Water Main Line Break 4 Hours and Greater)**

		FY 11/12
	Disruptions	0
	Industry Standard*	4
*For a City with 4500 service connections		

Water Fund

Revenues

Description	2010 Actual	2011 Actual	2012 Budget	2013 Adopted
Penalty Charges	61,887	68,663	65,000	65,000
Public Works Fees	587	300	2,500	500
SDC Water Improvements	12,096	27,252	30,000	25,000
SDC Water Reimbursement	3,343	11,218	2,500	2,500
Administrative Fees	9,207	9,315	5,000	5,000
System Repair & Replacement	9,057	31,898	20,000	80,000
Water Connect Charges	2,750	5,850	2,500	2,500
Water Sales	2,050,766	2,129,049	2,550,000	2,550,000
Total Charges for Service	2,149,693	2,283,544	2,677,500	2,730,500
Interest Income	11,743	5,714	10,000	5,000
Total Interest Income	11,743	5,714	10,000	5,000
Miscellaneous Revenue	12,047	26,466	0	2,500
Financing Proceeds	0	601,015	5,000,000	1,500,000
Total Miscellaneous	12,047	627,481	5,000,000	1,502,500
Carryover Balance	2,726,537	1,719,771	1,751,390	1,853,365
Total Carryover	2,726,537	1,719,771	1,751,390	1,853,365
Total Water Revenues	4,900,020	4,636,510	9,438,890	6,091,365



Expenditures

Description	2010	2011	2012	2013
	Actual	Actual	Budget	Adopted
Salaries & Wages	315,694	332,140	341,800	368,365
Overtime Wages	8,002	6,743	18,500	21,450
City Taxes and Benefits	168,342	170,424	203,000	232,000
Total Personnel Services	492,038	509,307	563,300	621,815
City Facilities Rental	38,500	38,500	40,000	40,000
City Equipment Rental	89,600	85,000	85,000	85,000
City Overhead Fees	436,000	404,000	404,000	354,000
Public Works Overhead Fees	215,000	215,000	215,000	227,000
Advertising/Legal Notices	0	295	1,000	1,000
Bad Debt	0	0	2,500	2,500
Bank/VISA Fees	0	247	0	5,000
Travel/Training	8,027	14,184	10,000	10,000
Professional Services	108,455	32,177	19,000	18,500
Contract/Other Services	28,787	47,564	40,000	55,000
Utility Discount	5,000	5,338	20,000	15,000
Equipment Repair/Maintenance	1,813	450	0	10,000
Infrastructure Maintenance	99,137	75,807	105,000	155,000
Computer/Software Maintenance	1,200	25	2,000	0
Water Rights Maintenance	22,168	31,001	22,000	23,000
Books/Publications	0	386	500	500
Clothing Allowance	2,386	2,700	1,800	3,000
Computer Hardware & Software	0	790	0	0
Dues/Licenses	1,076	1,734	1,000	1,500
Office/Shop/Safety Supplies	4,307	4,319	6,000	4,000
Postage	356	632	900	750
Sm Equip/Tools/Furniture	5,492	21,546	11,800	7,500
Electric	2,296	2,374	2,500	3,000
Phone/Internet	6,949	8,387	8,700	8,500
MWC Water Purchase	589,746	559,239	750,000	650,000
Water Franchise Fee	82,085	79,337	135,000	95,000
Total Materials & Services	1,748,380	1,631,033	1,883,700	1,774,750
Equipment	0	0	0	18,000
Prior Capital Projects	287,786	0	0	0
Beebe Rd Waterline	0	0	0	420,000
Hwy 99 Waterline	0	21,889	0	300,000
Water Reservoir	35,916	599,517	3,400,000	1,500,000
SCADA	0	0	25,000	30,000
Valve Actuator	0	0	20,000	0
Old Stage Reservoir Upgrade	0	0	27,000	0
D-1: Countryside Village Waterline	0	0	181,640	0
Total Capital Projects	323,702	621,406	3,653,640	2,268,000
Note Payable Int - 10th/Scenic/Upton	0	0	4,700	7,350
Loan Interest - Water Reservoir	0	0	0	120,000
Loan Principal - Water Reservoir	0	0	0	0
Total Debt Service	0	0	4,700	127,350
Total Water Operations/Capital Projects	2,564,120	2,761,745	6,105,340	4,791,915

Water Fund

SDC Water Improvements

Description	2010 Actual	2011 Actual	2012 Budget	2013 Adopted
Prior Capital Projects	592,225	0	0	0
Water Reservoir	0	9,960	1,600,000	0
Water Supply Rights	0	0	0	0
SCADA	0	0	45,000	0
Total Capital Projects	592,225	9,960	1,645,000	0
Developer Reimbursements	0	2,225	30,000	25,000
Total Debt Service	0	2,225	30,000	25,000
Total Water SDC Capital Projects	592,225	12,185	1,675,000	25,000

Interdepartmental

Description	2010 Actual	2011 Actual	2012 Budget	2013 Adopted
Transfers Out - DS	23,900	139,700	0	0
Total Transfers Out	23,900	139,700	0	0
Contingency	0	0	145,000	150,000
Total Contingency	0	0	145,000	150,000
Ending Balance	1,719,775	1,722,880	1,513,550	1,124,450
Total Ending Balance	1,719,775	1,722,880	1,513,550	1,124,450
Total Interdepartmental	1,743,675	1,862,580	1,658,550	1,274,450
Total Water Fund Requirements	4,900,020	4,636,510	9,438,890	6,091,365

OVERALL GOAL

The function of the Stormwater Fund is to protect the quality of storm water runoff generated within the City limits. This includes responding to hazardous material spills that may potentially discharge into the storm or sanitary sewer and enforcing construction rules for erosion control. The Storm Drainage Utility Division is responsible for installing, monitoring, maintaining, and cleaning the storm drain systems of the City. This division is also responsible for street sweeping. Lastly, the fund is responsible for implementing and enforcing rules and regulations from the Department of Environmental Quality (DEQ), Environmental Protection Agency (EPA) and the Federal Emergency Management Agency (FEMA).

Fund Resources: *This fund is an Enterprise Fund; it is self-supporting with expenses paid from the storm utility fee and a storm water quality fee. The City Council adopted ordinance language for an annual review of the fund in correlation with the Construction Cost Index (CCI). The annual review indicates a 3% inflation which equals a 20 cent (0.20) increase per equivalent service unit. The index increase was not implemented during the 2011/12 budget. The increase for 2012/2013 is at 4% or a 0.25 cent increase if approved by City Council.*

Changes: *The main change for this fund is the introduction of the Storm Water Quality Fee, which has been previously charged by Rogue Valley Sanitary Services (RVSS). The City is taking over this program in whole in the 2012/13 budget year.*

KEY OBJECTIVES

- Minimize the introduction of pollutants into surface waters- collect and convey surface water in a controlled manner to the natural drainage systems, maintain ditch drainage ways and perform work during the dry season to allow adequate re-vegetation for cleaning of surface water and regularly sweep streets and gutters to prevent contaminants from entering storm
- 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, cleaning and vactoring of system on a four year rotation. Maintain system flow capacities through open channel cleaning
- Hazard Mitigation – Final ize the last aspects of the plan and submit to the state and the FEMA for final approval

KEY PERFORMANCE MEASURES

- **Storm Drain Cleaning:** ensure that at minimum one third of the entire City storm drain system is cleaned annually
The City met this measure during the past fiscal year.
- **Floodplain/Community Rating System Review:** submit to FEMA and the Insurance Services Organization (ISO) our compliance report with additional tasks to change our rating from a 7 to a 6 classifications which equals a 20% reduction in flood insurance costs
The City met this goal during the past fiscal year.
- **Street Sweeping** – analyze effectiveness of sweeping program, hours of operation and efficiency of new vehicle

Stormwater Fund

Revenues

Description	2010 Actual	2011 Actual	2012 Budget	2013 Adopted
Federal Grant	9,905	95,914	0	0
Total Intergovernmental revenue	9,905	95,914	0	0
Public Works Fees	490	300	250	500
SDC Stormwater Fees - Imp	11,506	23,012	21,000	25,000
SDC Stormwater Fees - Reimb	0	0	1,000	1,000
Stormwater Quality Fees	0	0	0	97,000
Stormwater Utility Fees	531,541	684,719	675,000	675,000
Total Charges for Services	543,537	708,031	697,250	798,500
Interest Income	1,595	1,093	2,000	1,500
Total Interest Income	1,595	1,093	2,000	1,500
Miscellaneous Revenue	12,093	22,673	0	0
Financing Proceeds	0	0	0	0
Total Miscellaneous Revenue	12,093	22,673	0	0
Carryover Balance	252,094	305,833	316,550	412,276
Total Carryover Balance	252,094	305,833	316,550	412,276
Total Stormwater Revenues	819,224	1,133,543	1,015,800	1,212,276

Expenditures

Description	2010 Actual	2011 Actual	2012 Budget	2013 Adopted
Salaries & Wages	92,190	126,927	129,800	130,865
Overtime Wages	2,428	1,055	2,400	3,400
City Taxes and Benefits	48,098	63,977	75,400	85,200
Total Personnel Services	142,716	191,958	207,600	219,465
City Facilities Rental	25,200	25,200	27,000	27,000
City Equipment Rental	60,700	40,000	40,000	40,000
City Overhead Fees	78,000	78,000	78,000	78,000
Public Works Overhead Fees	77,000	77,000	77,000	112,000
Bank/VISA Fees	0	0	0	5,000
Lease/Rentals	23,448	19,600	25,000	26,000
Travel/Training	767	2,233	2,000	4,000
Professional Services	21,738	6,554	15,000	10,000
Contract/Other Services	18,416	139,009	25,000	25,000
Infrastructure Maintenance	7,125	9,801	18,000	16,500
Clothing Allowance	1,351	1,022	2,000	1,500
Dues/Licenses	0	501	250	500
Office/Shop/Safety Supplies	2,350	1,712	2,000	2,000
Sm Equip/Tools/Furniture	698	207	12,000	5,000
Disposal	4,370	3,899	5,000	5,000
Phone/Internet	529	596	800	800
Total Materials & Services	321,692	405,335	329,050	358,300
Equipment	0	0	9,000	12,000
Prior Capital Projects	28,542	86,745	0	0
Second & Oak - Project #8	0	0	10,000	0
Table Rock/Hamrick Manhole Fix	0	0	15,000	0
Hopkins & Sandra	0	0	45,000	0
Jewett - Stormdrain Retrofit	0	0	0	10,000
Storm Drain Master Plan	0	0	0	100,000
Total Capital Projects	28,542	86,745	79,000	122,000
Debt Service (10th/Scenic/Upton)	0	0	10,000	10,000
Total Debt Service	0	0	10,000	10,000
Total Stormwater Operations/Capital Projects	492,950	684,038	625,650	709,765

Stormwater Fund - Quality

Description	2010 Actual	2011 Actual	2012 Budget	2013 Adopted
Salaries & Wages	0	0	0	0
Overtime Wages	0	0	0	0
City Taxes and Benefits	0	0	0	0
Total Personnel Services	0	0	0	0
Travel/Training	0	0	0	4,000
Professional Services	0	0	0	10,000
Contract/Other Services	0	0	0	45,000
Stormwater Quality Projects	0	0	0	18,000
Postage	0	0	0	6,500
Sm Equip/Tools/Furniture	0	0	0	3,500
Total Materials & Services	0	0	0	87,000
Stormwater Master Plan	0	0	0	10,000
Total Capital Projects	0	0	0	10,000
Total Stormwater Quality	0	0	0	97,000

SDC

Description	2010 Actual	2011 Actual	2012 Budget	2013 Adopted
Prior Capital Projects	0	51,000	0	0
Hopkins & Sandra	0	0	50,000	0
Total Capital Projects	0	51,000	50,000	0
Debt Service -10th/Scenic/Upton	0	0	8,000	11,850
Developer Reimbursements	2,441	0	10,000	10,000
Total Debt Service	2,441	0	18,000	21,850
Transfer Out - Debt Service (10th/Scenic/Upton)	8,000	8,000	0	0
Total Transfers Out	8,000	8,000	0	0
Total Stormwater SDC Capital Projects	10,441	59,000	68,000	21,850

Interdepartmental

Description	2010 Actual	2011 Actual	2012 Budget	2013 Adopted
Transfer Out - DS (10th/Scenic/Upton)	10,000	10,000	0	0
Total Transfers Out	10,000	10,000	0	0
Contingency	0	0	35,000	40,000
Total Contingency	0	0	35,000	40,000
Ending Balance	305,833	380,505	287,150	343,661
Total Ending Balance	305,833	380,505	287,150	343,661
Total Interdepartmental	315,833	390,505	322,150	383,661
Total Stormwater Requirements	819,224	1,133,543	1,015,800	1,212,276



OVERALL OBJECTIVES

The Internal Services Fund is comprised of three separate divisions, Public Works Administration, Facilities Maintenance and Fleet Maintenance.

The object of the Internal Services Fund is to account for activities and services performed primarily for other organizational units within the City.

Fund Resources

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.

Public Works

The Public Works Division is 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.

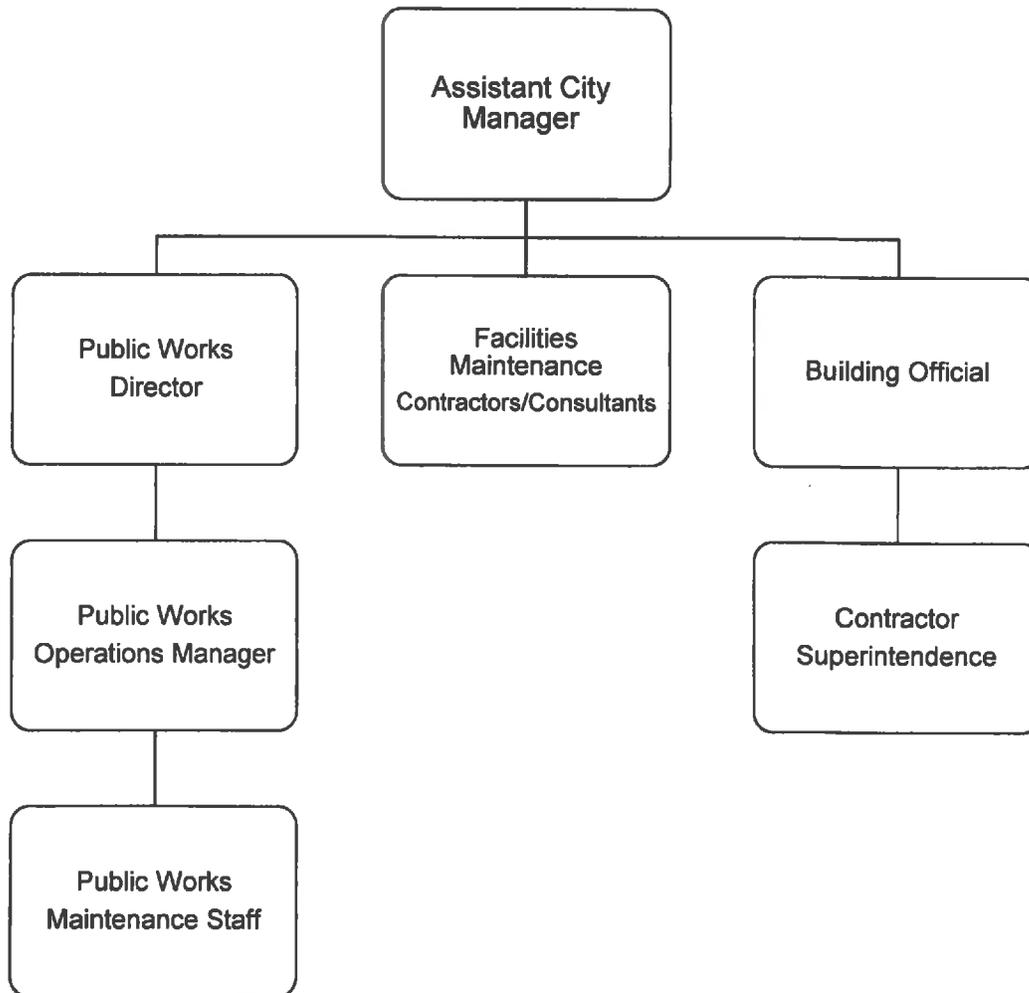
Changes: The changes proposed in the 2012/2013 budget year include:

- Addition of a PW Administrative Assistant for the Operations Division
- Taking over the Storm Water Quality Program from RVSS
- Introduction of 1% Pacific Power Franchise Fee into the Street Division

Revenues

Description	2010 Actual	2011 Actual	2012 Budget	2013 Adopted
Federal Grants (CMAQ)	0	0	33,000	105,000
Total Intergovernmental			33,000	105,000
City Facilities Rental	270,000	270,000	270,000	270,000
City Equipment Rental	344,500	304,500	304,500	291,700
Public Works Overhead Fees	615,000	552,000	552,000	634,000
Public Works Fees	9,595	11,094	7,500	7,500
Rental Income	4,013	2,526	2,500	2,500
Total Charges for Service	1,243,108	1,140,120	1,136,500	1,205,700
Interest Income	4,308	2,002	3,000	2,000
Total Interest Income	4,308	2,002	3,000	2,000
Miscellaneous Revenue	330	7,367	15,000	15,000
Total Miscellaneous	330	7,367	15,000	15,000
Carryover Balance	531,826	630,749	415,535	170,000
Total Carryover	531,826	630,749	415,535	170,000
Total Internal Services Revenues	1,779,572	1,780,238	1,603,035	1,497,700

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.

OVERVIEW 2012-2013

The Facilities Management program is responsible for cleaning, maintenance, repair and small design of future space needs in existing buildings or new City facilities. These facilities include Main City Hall Offices, Police Department, High Tech Crimes Unit, Parks & Recreation buildings, Public Works Corporation Yard and Senior Center. Revenue is generated through the City's Cost Allocation Plan from rent charges to the building department/tenants. Expenditures include construction and improvement costs, operational expenses, building repairs and maintenance.

2011-2012 Projects

- Structural upgrades to the Upton Road warehouse
- Pfaff Park roof replacements (rest rooms, stage, gazebo)
- Public Works Corporation Yard master planning
- HTCU Master Planning
- Skyman Park demolition project
- Public Works storage area project

KEY OBJECTIVES

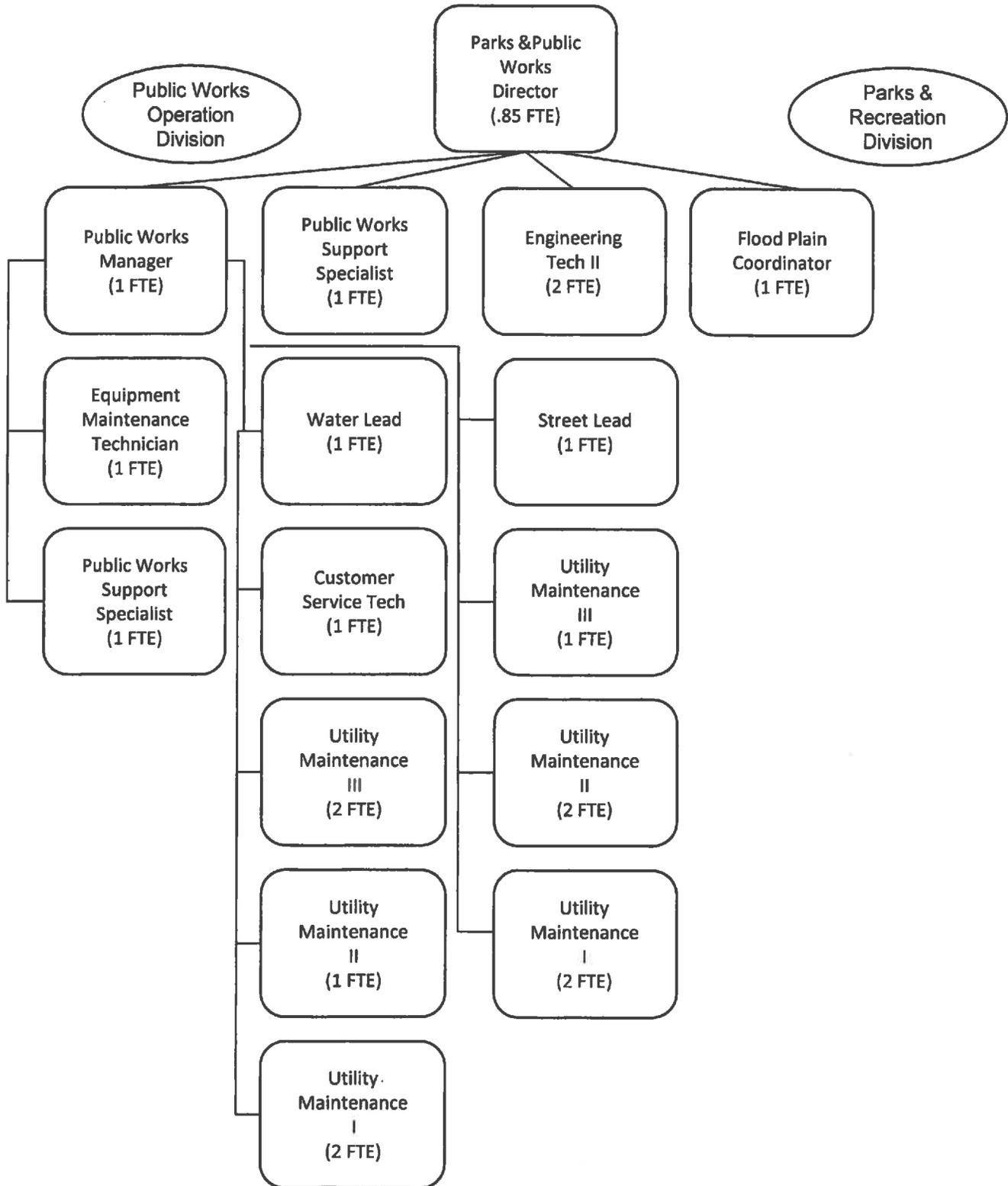
- Continue with the development of a city wide maintenance plan to better anticipate necessary facility requirements including an appropriate annual budget for facility repairs
- Contract janitorial services
- Improve facilities to ensure that the community and employees have safe, efficient, clean and 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

Internal Services Fund - Facilities Maintenance

Description	2010 Actual	2011 Actual	2012 Budget	2013 Adopted
Salaries & Wages	47,606	0	0	0
Overtime Wages	22	0	0	0
City Taxes and Benefits	24,465	0	0	0
Total Personnel Services	72,093	0	0	0
City Overhead Fees	0	12,000	12,000	12,000
Contract/Other Services	53,176	76,632	90,000	90,000
Building/Grounds Maintenance	69,467	85,534	50,500	55,000
Maintenance Supplies	1,864	6,336	5,000	5,000
Sm Equip/Tools/Furniture	2,000	1,204	2,000	2,000
Electric	43,944	49,924	50,000	55,000
Natural Gas	12,783	13,761	20,000	22,000
Phone/Internet	649	639	900	1,000
Water/Sewer/Stormwater	3,385	3,971	5,500	6,000
Total Materials & Services	187,267	250,001	235,900	248,000
City Facility Improvements	18,647	19,281	0	35,000
Equipment	0	0	8,000	0
Office Equipment/Furnishings	0	0	26,100	0
Total Capital Projects	18,647	19,281	34,100	35,000
Total Facilities	278,007	269,282	270,000	283,000

Internal Services Fund - Public Works Organizational Chart

**Parks & Public Works
20.85 FTE**



Internal Services Fund - Public Works Administration

OVERALL GOAL

The Public Works Administration division is 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 the both Parks and Public Works.

The Public Works Administration also provides engineering review and inspections of utilities, roadway improvements, storm drainage, surface water quality, and grading work associated with private development projects. These activities are coordinated closely with Community Development and the Fire Department to ensure that adequate infrastructure and development regulations related to land use developments are implemented in compliance with City codes and standards.

KEY OBJECTIVES

- **Project Management** – With several million dollars worth of capital construction slated for fiscal year 2012/2013 it is goal of the division to ensure that the projects are completed on time and on budget while ensuring that all inspection and all rules and regulations are met
- **General Supervision** – to provide oversight and direction for all day to day operations of the Parks and Public Works Department
- **Grant Administration and Writing** – to find and prepare new grants for all aspects of the department including, recreation, parks, storm water, floodplain, streets and water projects

Changes: The only change within the PW administrative division is the formal transfer of an employee from the field staff to the admin staff. The change actually occurred two fiscal years ago, but was never implemented in the budget. The individual is responsible for the city's backflow prevention, weed and stream abatement, construction inspection and storm water quality inspection.

KEY PERFORMANCE MEASURES

- **Budget:** To review project estimates and budgets of projects before and after bidding and construction. The Review of this performance measure will allow for staff to evaluate true costs of construction and possible cost savings for future projects

Internal Services Fund - Public Works Administration

Description	2010 Actual	2011 Actual	2012 Budget	2013 Adopted
Salaries & Wages	339,917	279,241	297,500	365,220
Overtime Wages	2,448	4,657	5,000	4,000
Part-time Wages	0	0	0	0
City Taxes and Benefits	144,411	131,106	139,500	194,095
Total Personnel Services	486,776	415,004	442,000	563,315
City Overhead Fees	74,000	75,000	75,000	75,000
Travel/Training	4,974	6,824	8,000	8,000
Professional Services	16,410	18,261	20,000	20,000
Contract/Other Services	1,080	5,607	1,500	5,000
Computer Repair/Maintenance	2,079	2,765	2,000	0
Books/Publications	552	753	500	500
Computer/Software-Hardware	1,045	2,547	5,000	5,000
Dues/Licenses	4,294	3,533	3,000	3,200
Office/Shop Supplies	4,278	6,196	5,500	5,000
Postage	34	59	500	500
Sm Equip/Tools/Furniture	3,200	109	250	0
Phone/Internet	4,675	3,938	4,000	4,500
Total Materials & Services	116,621	125,594	125,250	126,700
Total Public Works Administration	603,397	540,598	567,250	690,015

Internal Services Fund - Fleet Maintenance

OVERALL GOAL

The Fleet Maintenance division is responsible for scheduling the maintenance or performing minor maintenance all vehicles and equipment for the City, except for the Police Vehicles. We are now contracting out roughly 85% of the Fleet maintenance duties.

KEY OBJECTIVES

- Vehicle Inventory and Assessment – complete review of all rolling stock and equipment, age of equipment and assessment of its needs and its necessity
- “Think green” whenever possible - introducing three more hybrid SUV’s within the 2011/2012 budget year and converting 6 pickups to propane as the primary fuel
- Preventative Maintenance/New Vehicles – continue to 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

- Review of contract services versus in-house service
It was determined that the City saved approximately 40k by contracting the service of the vehicles.
- Percentage of rolling stock available per day
On average, 95% of rolling stock available per day
- Number of day’s rolling stock is not available
On average, 2 days rolling stock is not available for use. This number went up slightly due to scheduling with contractor as opposed to performing maintenance ourselves

Internal Services Fund - Fleet Maintenance

Description	2010 Actual	2011 Actual	2012 Budget	2013 Adopted
Salaries & Wages	95,646	103,182	76,500	76,650
Overtime Wages	301	149	500	500
City Taxes and Benefits	45,455	45,255	29,500	31,000
Total Personnel Services	141,402	148,586	106,500	108,150
City Overhead Fees	25,000	0	0	0
Lease/Rentals	88	217	2,000	6,000
Travel/Training	315	0	500	1,000
Contract/Other Services	9,794	3,879	32,600	18,000
Vehicle Repair/Maintenance	13,092	16,000	55,000	15,000
Equipment Repair/Maintenance	31,188	33,216	25,000	15,000
Books/Publications	134	25	100	250
Clothing Allowance	478	336	400	250
Computer Software/Hardware	0	214	500	0
Fuel	34,747	40,614	42,000	50,000
Office/Shop/Safety Supplies	1,433	2,236	800	500
Sm Equip/Tools	8,906	8,789	10,000	5,000
Disposal	32	0	0	500
Phone/Internet	809	1,920	1,800	1,900
Total Materials & Services	126,016	107,445	170,700	113,400
Equipment	0	27,955	160,000	34,600
Vehicles	0	0	0	144,500
Total Capital Outlay	0	27,955	160,000	179,100
Total Fleet Maintenance	267,418	283,985	437,200	400,650

Internal Services Fund - Interdepartmental

Description	2010 Actual	2011 Actual	2012 Budget	2013 Adopted
Transfer Out - Facility Reserves	0	100,000	80,000	0
Transfer Out - Equipment Reserves	0	200,000	100,000	0
Total Transfers Out	0	300,000	180,000	0
Contingency	0	0	0	0
Total Contingency	0	0	0	0
Ending Balance	630,750	386,373	148,585	124,035
Total Ending Balance	630,750	386,373	148,585	124,035
Total Interdepartmental	630,750	686,373	328,585	124,035
Total Internal Services Requirements	1,779,572	1,780,238	1,603,035	1,497,700

Appendix

Appendix A-1
Salary Schedule A-2
Glossary A-3
Acronyms A-6

Salary Schedule

PROPOSED Classification Pay Plan Effective 07/01/2012

Part A: General Service Bargaining Unit Positions <i>pending labor negotiations</i>							
Classification Title	Grade	Step A	Step B	Step C	Step D	Step E	Step F
Grade 2-3	GS2-3	2,564	2,693	2,827	2,969	3,117	3,273
Utility Maintenance 1							
Grade 4	GS4	2,798	2,938	3,085	3,239	3,401	3,571
Business License Account Clerk							
Parks Maintenance Worker							
Parks Support Specialist							
Planning Support Specialist							
Public Works Support Specialist							
Purchasing Account Clerk							
Utility Billing Account Clerk							
Utility Maintenance 2							
Grade 5	GS5	3,145	3,302	3,467	3,641	3,823	4,014
Accounting Specialist							
Customer Service Technician							
Equipment Maint/Fabrication Technician							
Municipal Court Clerk							
Recreation Programs Coordinator							
Utility Maintenance 3							
Grade 6	GS6	3,483	3,657	3,840	4,032	4,234	4,446
Engineering Technician - GIS							
Engineering Technician - Field							
Parks Lead - Maintenance; Contracts							
Recreation Coordinator: Special Events/Mktg							
Utility Maintenance Lead - Streets; Water							
Grade 7	GS7	3,838	4,030	4,232	4,443	4,666	4,899
Community Planner							
Flood Plain/Storm Water Coordinator							
Grade 8	GS8	4,294	4,509	4,734	4,971	5,220	5,481
Information Technology Specialist							
Grade 9	GS9	4,767	5,005	5,255	5,518	5,794	6,084
Building Official/Inspector/Supervisor							

Part B: Police Bargaining Unit Positions *3.1% increase per 2012-13 bargaining agreement*

Classification Title	Grade	Step A	Step B	Step C	Step D	Step E
Police Support Specialist	P110	2,899	3,045	3,197	3,357	3,525
Community Services Officer	P117	3,077	3,230	3,392	3,562	3,740
Police Officer	P145	3,944	4,140	4,348	4,565	4,793
Police Officer - Detective/SRO	P145a	4,140	4,348	4,565	4,793	5,032
Master Police Officer	P150	4,361	4,580	4,809	5,049	5,301

Part C: Exempt, Non-Bargaining Unit, Management Positions *no change*

Classification Title	Band	Minimum	Maximum
Accountant (non-exempt, confidential)	I	4,150	5,400
City Recorder	I	4,150	5,400
Police Lieutenant (non-exempt)	II	5,125	6,560
Parks & Recreation Manager	II	5,125	6,560
Public Works Operations Manager	II	5,125	6,560
Police Captain	III	6,000	8,000
Information Technology Manager	III	6,000	8,000
Human Resources Director	III	6,000	8,000
Assistant City Manager	IV	6,500	8,500
Department Director (CD, FIN, PPW)	IV	6,500	8,500
Police Chief	V	6,500	8,750

Proposed for 2012-13 budget document

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)]

ADA: 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 Administrator 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)].

Glossary

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 Funds: 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 which 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 on a 40 hour per week

basis.

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: Records 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, where proposed expenditures are based on individual objects of expense within a department or division. [ORS 294.352(3)]

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.

Personal 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.

Acronyms

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

Legal Compliance

Affidavit of Publication, April 23 & April 30, 2012 L-2
Affidavit of Publication, May 30, 2012 L-3
Resolution 1333 Certifying the Provision of Certain Municipal Services L-4
Resolution 1334 Electing to Receive State Revenue Sharing Funds L-5
Resolution 1335 Adopting the Annual Budget Making Appropriations and Levying Taxes L-6
Form LB-1 Notice of Budget Hearing L-9
Form LB-50 Notice of Property Tax and Certification of
Intent to Impose a Tax, Fee, Assessment, or Charge on Property L-10

CITY OF CENTRAL POINT
ACCOUNTS PAYABLE
140 SOUTH THIRD ST
CENTRAL POINT

OR 97502

700950

Affidavit of Publication

State Of Oregon
County of Jackson

I, Alex DeKorff, being first duly sworn, depose and say that I am the principal clerk of Medford Mail Tribune, a newspaper of general circulation, as defined by ORS 193.010 and 193.020; printed at Medford in the aforesaid county and state; that the

Notice of Budget Committee Meetings, a printed copy of which is hereto annexed, was published in the entire issue of said newspaper for 1 successive and consecutive insertion in the following issues April 12, 2012 (HERE SET FORTH DATES OF ISSUES)

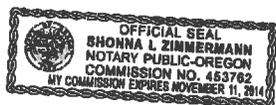
Subscribed and sworn to before me this 16 day of April, 2012

Shonna L Zimmermann
NOTARY PUBLIC FOR OREGON

My Commission expires 11 day of November, 2014

Southern Oregon Media Group - Mail Tribune - Ashland Daily Tidings
111 N. Fir St.
Medford, OR 97501

PUBLICATION	EXPIRE DATE	AD CAPTION	# TIMES	AMOUNT
MAIL TRIBUNE	4/12/12	NOTICE OF BUDGE	1	108.58
START DATE:	4/12/12	END DATE:	4/12/12	



816
Legal Notices

Notice of Budget Committee Meetings

A public meeting of the Budget Committee of the City of Central Point, Jackson County, State of Oregon, will be held on April 23, 2012 at 6 p.m. at City Hall Council Chambers, 140 South Third St., Central Point, Oregon.

At this meeting, the Budget Committee will hear the budget message and receive the City of Central Point's proposed budget for the fiscal year July 1, 2012 thru June 30, 2013. This is a public meeting where deliberation of the Budget Committee will take place. Any person may appear at the meeting and discuss the proposed programs with the Budget Committee. A public hearing will be held to hear from citizens on the proposed use of State Revenue Sharing funds.

A copy of the budget document may be inspected or obtained on or after April 20, 2012 at 140 South Third St., Central Point, Oregon, between the hours of 8:30 am and 4:30 pm.

This notice and subsequent notices having information on the City Budget and the budget process may be obtained on the City's website at <http://www.centralpointoregon.gov>.

A second Budget Committee meeting will be held on April 30, 2012 at 7 p.m.

April 12, 2012

Notice of Budget Committee Meeting

A public meeting of the Central Point Development Budget Committee will be held on April 30, 2012 at 6 p.m. at City Hall Council Chambers, 140 South Third St., Central Point, Oregon.

A public meeting of the Central Point Development Budget Committee will be held on April 30, 2012 at 6 p.m. at City Hall Council Chambers, 140 South Third St., Central Point, Oregon.

A copy of the budget document may be inspected or obtained on or after April 20, 2012 at 140 South Third St., Central Point, Oregon, between the hours of 8:30 am and 4:30 pm.

This notice and subsequent notices having information on the Central Point Development Commission budget and the budget process may be obtained on the City's website at <http://www.centralpointoregon.gov>.

April 12, 2012

CITY OF CENTRAL POINT
 ACCOUNTS PAYABLE
 140 SOUTH THIRD ST
 CENTRAL POINT

700950

OR 97502

Affidavit of Publication

State Of Oregon
 County of Jackson

I, Notarish Mengershausen being first duly sworn, depose and say that I am the principal clerk of Medford Mail Tribune, a newspaper of general circulation, as defined by ORS 193.010 and 193.020; printed at Medford in the aforesaid county and state; that the

Notice of Budget hearing, a printed copy of which is hereto annexed, was published in the entire issue of said newspaper for 1 successive and consecutive insertion in the following issues May 30, 2012
 (HERE SET FORTH DATES OF ISSUES)

Notarish Mengershausen

Subscribed and sworn to before me this 31 day of May, 2012

Shonna L Zimmermann
 NOTARY PUBLIC FOR OREGON

My Commission expires 11 day of November, 2014

Southern Oregon Media Group - Mail Tribune - Ashland Daily Tidings
 111 N. Fir St.
 Medford, OR 97501

COMMENTS
 MAIL TRIBUNE
 5/30/12

EXPIRE DATE AD CAPTION # TIMES AMOUNT
 5/30/12 NOTICE OF BUDGE 1 1844.82



FORM LB-1
NOTICE OF BUDGET HEARING
 A public meeting of the Central Point Council will be held on June 14, 2012 at 7:00 p.m. at 140 South Third St, Central Point, Oregon. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2012 as approved by the City of Central Point Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained at 140 South Third St, Central Point OR, between the hours of 9:00 a.m. and 4:00 p.m., or on the city's website at www.centralpointoregon.gov. This budget is for an annual budget period. This budget was prepared on a basis of accounting that is the same as the preceding year.

Contact: Telephone Number: E-mail:
 Bev Adams, Finance Director (541) 423-1023 bev.adams@centralpointoregon.gov

TOTAL OF ALL FUNDS	Last Year Actual 2010-2011	This Year Adopted 2011-2012	Next Year Approved 2012-2013
1. Beginning Fund Balance/Net Working Capital	\$284,827	\$7,594,825	\$8,843,127
2. Fees, Licenses, Permits, Fines, Assessments & Other Service Charges	52,468	52,100	53,125
3. Federal, State & all Other Grants, Gifts, Allocations & Donations	1,853,592	3,504,200	3,216,160
4. Revenues from Bonds & Other Debt	31,708	70,000	63,000
5. Interfund Transfers/Interfund Service Reimbursements	871,748	728,100	607,780
6. All Other Resources Except Property Taxes	7,182,528	11,723,000	8,300,853
7. Property Taxes Estimated to be Received	5,757,907	6,761,000	6,090,000
8. Total Resources - add lines 1 through 7	\$23,594,867	\$28,883,725	\$26,868,777

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION	Last Year Actual 2010-2011	This Year Adopted 2011-2012	Next Year Approved 2012-2013
9. Personal Services	5,551,258	6,373,500	7,044,470
10. Materials and Services	5,710,877	6,423,850	6,890,480
11. Capital Outlay	1,989,898	7,382,760	4,468,100
12. Debt Service	786,129	804,870	1,015,000
13. Interfund Transfers	871,748	728,100	587,780
14. Contingencies	0	435,000	442,800
15. Special Payments	0	0	0
16. Unappropriated Ending Fund Balance and Reserved for Future Expenditure	4,406,411	7,216,125	8,071,817
17. Total Requirements - add lines 9 through 16	\$28,264,887	\$29,883,785	\$28,868,777

FINANCIAL SUMMARY - REQUIREMENTS AND FULL-TIME EQUIVALENT EMPLOYEES (FTE) BY ORGANIZATIONAL UNIT OR PROGRAM	Last Year Actual 2010-2011	This Year Adopted 2011-2012	Next Year Approved 2012-2013
NAME: Administration & Finance	1,871,100	2,247,450	2,208,000
FTE:	14.0	14.0	13.5
NAME: Police	3,639,871	4,270,400	4,518,890
FTE:	28.5	28.5	28.8
NAME: Parks & Recreation	1,959,850	1,251,750	1,325,080
FTE:	8.5	8.0	8.0
NAME: Community Development	853,817	800,450	586,780
FTE:	6.0	4.5	4.5
NAME: Public Works	8,172,282	12,882,200	10,880,890
FTE:	20.75	29.0	21.60
NAME: Non-Departmental/Non-Program	8,819,285	8,886,446	7,870,417
FTE:	0	0	0
Total Requirements	\$23,594,867	\$28,883,785	\$26,868,777
Total FTE	78.75	78.5	73.5

STATEMENT OF CHANGES IN ACTIVITIES AND SOURCES OF FINANCING
 No significant changes from prior fiscal budget. No increases in property taxes, and no reduction in service levels.

PROPERTY TAX LEVIES	2010-2011	2011-2012	2012-2013
Permanent Rate Limit (Rate Limit 6.2326 Per \$1000)	4.47	4.47	4.47
Local Option Levy	-	-	-
Levy for General Obligation Bonds	-	-	-

STATEMENT OF INDEBTEDNESS	Estimated Debt Outstanding at July 1	Estimated Debt Authorized, but not Incurred at July 1
Long Term Debt		
General Obligation Bonds	2,290,334	0
Other Bonds		
Other Borrowings	6,763,367	1,800,000
Total	\$9,053,701	\$1,800,000

RESOLUTION NO. 1333

**A RESOLUTION CERTIFYING THE PROVISION OF MUNICIPAL
SERVICES BY THE CITY OF CENTRAL POINT, OREGON**

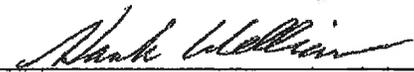
Recitals:

ORS 221.760 provides that in order for cities located within counties having population over 100,000 to receive state revenues from cigarette, gas and liquor taxes, the State must be satisfied that the City provides certain municipal services.

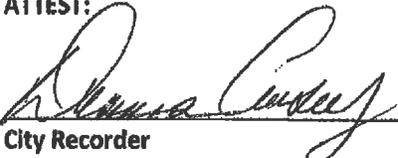
Therefore the City of Central Point resolves as follows:
The City certifies that it provides the following municipal services.

- Police protection
- Street construction, maintenance and lighting
- Storm sewers
- Planning, zoning and subdivision control
- Water utilities

Passed by the Council and signed by me in authentication of its passage on June 14, 2012.



Mayor Hank Williams

ATTEST:


City Recorder

RESOLUTION NO. 1334

A RESOLUTION ELECTING TO RECEIVE STATE REVENUE SHARING FUNDS for FISCAL YEAR 2012-13

Recitals:

The State of Oregon sets forth requirements for eligibility by cities for receipt of State Revenue Sharing funds. The City of Central Point is desirous of receiving such funds and qualifies.

Therefore, the City of Central Point resolves as follows:

Section 1. The City hereby elects to receive distribution under ORS 221.770 of the State Revenue Sharing funds.

Section 2. The City hereby certifies as follows:

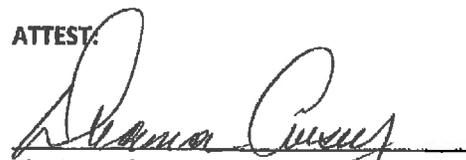
- A. The City held a public hearing, after adequate public notice, before the Budget Committee on April 20, 2012 at which time citizens had the opportunity to provide written and oral comment to the City Council on the possible uses of State Revenue Sharing funds.
- B. The City held a second public hearing, after adequate public notice, before the City Council on June 14, 2012, at which time citizens had the opportunity to provide written and oral comment to, and ask questions of the City Council on the proposed use of State Revenue Sharing funds in relation to the entire budget of the City for the fiscal year July 1, 2012 through June 30, 2013.
- C. The City has levied a property tax for the year proceeding the year in which State Revenue Sharing funds are sought hereunder and pursuant to ORS 471.810.

Section 3. A copy of this resolution shall be filed with the executive department of the State of Oregon no later than July 31, 2012.

Passed by the Council and signed by me in authentication of its passage on June 14, 2012.


Mayor Hank Williams

ATTEST:


City Recorder

RESOLUTION NO. 1335

**A RESOLUTION TO ADOPT THE BUDGET,
MAKE APPROPRIATIONS AND LEVY TAXES
FOR FISCAL YEAR JULY 1, 2012 TO JUNE 30, 2013**

RECITALS:

- A. Oregon statute (ORS 294.326) requires that a municipality must prepare and adopt a financial plan (budget) containing estimates of revenues and expenditures in compliance with Oregon budget laws prior to making expenditures or tax certification.
- B. No increases were made to the proposed tax levy of the approved budget, nor were any budget estimates increased more than 10% as limited by law.
- C. A public hearing was duly held by the City Council of Central Point, Oregon on June 14, 2012 for the approved budget in the amount of \$26,865,777.

The City of Central Point resolves as follows:

To adopt the budget, make appropriations and levy taxes for fiscal year July 1, 2012 to June 30, 2013 in the following manner.

Section 1. Taxes and other receipts of the City of Central Point are hereby appropriated for the purposes set forth below.

GENERAL FUND

Administration	762,550
City Enhancement	310,500
Technical Services	574,750
Mayor & Council	59,750
Finance	832,250
Parks	808,750
Recreation	484,300
Planning	460,200
Police	3,655,000
Interdepartmental	2,540,652
Total General Fund	10,488,702

HIGH TECH CRIME TASK FORCE FUND

Operations	743,150
Interdepartmental	117,700
Total HTCTF Fund	860,850

STREET FUND	
Operations/Capital Projects	2,703,815
SDC Capital Projects	297,900
Interdepartmental	2,042,465
Total Street Fund	5,044,180

HOUSING FUND	
Materials & Services	5,000
Transfers	10,000
Ending Balance	35,445
Total Housing Fund	50,445

CAPITAL IMPROVEMENT FUND	
Park SDC Projects	32,000
Interdepartmental	54,157
Total Capital Improvement Fund	86,157

RESERVE FUND	
Capital Projects	70,000
Ending Balance	413,600
Total Reserve Fund	483,600

DEBT SERVICE FUND	
Total Debt Service Fund	807,722

BUILDING FUND	
Personnel Services	119,650
Materials & Services	13,900
Contingency	2,000
Ending Balance	107,230
Total Building Fund	242,780

WATER FUND	
Operations/Capital Projects	4,791,915
SDC Improvements	25,000
Interdepartmental	1,274,450
Total Water Fund	6,091,365

STORMWATER FUND	
Operations/Capital Projects	709,765
Quality	97,000
SDC Improvements	21,850

Legal Compliance

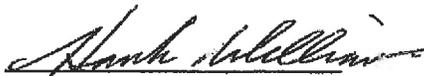
Interdepartmental	383,661
Total Stormwater Fund	1,212,276
INTERNAL SERVICES FUND	
Facilities Maintenance	283,000
Public Works Administration	690,015
Fleet Maintenance	400,650
Interdepartmental	124,035
Total PW Internal Service Fund	1,497,700
Total All Funds	\$26,865,777

Section 2. As authorized by law and the Charter of the City of Central Point, Oregon, there is hereby levied upon the taxable property of said city as shown on the tax rolls of Jackson County, Oregon, for fiscal year 2012-13, the rate of \$4.47 per \$1,000 of assessed valuation for general government purposes, as follows:

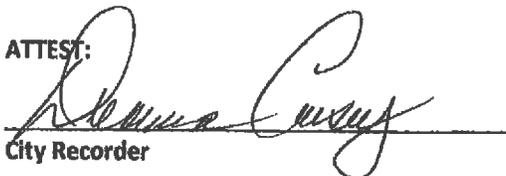
<u>General Fund</u>	<u>Subject to Measure 5 Limits</u>	<u>Not Subject to Measure 5 Limits</u>	<u>Total</u>
Permanent rate limit tax	\$5.8328		\$5.8328
TOTAL LEVY	\$4.47		\$4.47

Section 3. The Finance Director is hereby authorized to enter the appropriation for each organizational unit, program, and division of the budget separately on the proper books and records as prescribed by law; and is further directed to certify to the Assessor of Jackson County, Oregon, the levy of taxes of the City of Central Point, Oregon, and to take all other steps with regard to said budget and levy as required by law.

Passed by the Council and signed by me in authentication of its passage on June 14, 2012.



Mayor Hank Williams

ATTEST:

City Recorder

FORM LB-1
NOTICE OF BUDGET HEARING
 A public meeting of the Central Point Council will be held on June 14, 2012 at 7:00 p.m. at 149 South Blvd St, Central Point, Oregon. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2012 as approved by the City of Central Point Budget Committee. A summary of the budget is presented below. A copy of the budget may be requested or obtained at 149 South Blvd St, Central Point, OR, between the hours of 8:00 a.m. and 4:00 p.m., or on the city's website at www.centralpoint.gov. This budget is for an annual budget period. The budget was prepared on a basis of accounting that is the same as the preceding year.
 Contact: Chris Adams, City Manager Telephone Number: (541) 423-1000 E-mail: chris.adams@centralpoint.gov

FINANCIAL SUMMARY - REBOURCES

TOTAL OF ALL FUNDS	Last Year Actual (2010-2011)	This Year Adopted 2011-2012	Last Year Approved 2011-2012
1. Beginning Fund Balance/Net Working Capital	\$2,904,827	\$2,934,205	\$2,934,205
2. Fees, Licenses, Permits, Fines, Assessments & Other Service Charges	62,468	62,300	62,300
3. Federal, State & All Other Grants, Gifts, Allocations & Donations	1,630,882	1,604,270	1,618,165
4. Revenues from Bonds & Other Debt	31,708	78,000	83,900
5. Interfund Transfers/Net of Service Interchanges	871,710	778,500	561,158
6. All Other Revenues except Property Taxes	2,182,530	11,223,500	8,308,550
7. Payment Items Estimated to be Received	2,742,897	3,761,000	5,008,000
8. Total Revenues - add lines 1 through 7	\$23,214,642	\$23,843,775	\$26,834,777

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION

9. Personnel Services	6,151,266	6,871,200	7,814,470
10. Materials and Services	6,719,877	6,733,288	6,805,499
11. Capital Outlay	1,189,866	2,282,749	4,464,183
12. Debt Service	110,129	604,830	1,013,000
13. Interfund Transfers	671,710	778,500	561,158
14. Contingencies	0	495,000	412,000
15. Special Payments	0	0	0
16. Unappropriated Ending Fund Balance and Reserve for Future Expenditures	6,495,411	22,918,125	8,071,887
17. Total Tax Requirements - add lines 9 through 16	23,214,642	23,843,795	26,834,777

FINANCIAL SUMMARY - REQUIREMENTS AND FULL-TIME EQUIVALENT EMPLOYEES (FTE) BY ORGANIZATIONAL UNIT OR PROGRAM

Name of Organization/Unit or Program FTE or Unit Program	FTE	2011-2012	2010-2011
NAME: Administration & Finance	1,076,100	1,242,240	1,654,900
FTE:	14.0	14.0	13.5
NAME: Police	2,835,471	3,270,480	4,515,850
FTE:	81.6	86.5	28.5
NAME: Public Works	1,183,660	1,251,750	1,225,000
FTE:	8.5	8.0	8.0
NAME: Community Development	833,217	600,490	603,748
FTE:	8.0	4.8	4.5
NAME: Public Works	8,172,142	19,889,730	10,000,000
FTE:	29.25	30.0	31.00
NAME: Interdepartmental Program	9,819,255	8,016,495	7,870,412
FTE:	0	0	0
Total Requirements	33,521,897	29,893,795	28,846,777
Total FTE	78.78	73.3	73.5

STATEMENT OF CHANGES IN ACTIVITIES AND SOURCES OF FINANCING
 Budgetical changes from prior fiscal budget. No increase in property taxes, and no reduction in existing levies.

PROPERTY TAX LEVIES	2011-2012	2010-2011	2009-2010
Personal and Real Estate (Main Line 6-8008 For 91000)	4.47	4.47	4.47
Local Option Levy	-	-	-
Levy for General Obligation Bonds	-	-	-

STATEMENT OF DEBT SERVICE

Long Term Debt	Estimated Debt Outstanding at July 1	Estimated Debt Authorized, but not Incurred at July 1
General Obligation Bonds	1,790,234	0
Other Bonds	-	-
Other Mortgages	8,283,317	1,660,000
Total	10,073,551	1,660,000

NOTICE OF BUDGET HEARING

A public meeting of the Central Point Development Commission will be held on June 14, 2012 at 6:00pm at the City of Central Point Courthouse, 149 S. 3rd St., Central Point, Oregon. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2012 as approved by the Central Point Development Commission Budget Committee. A summary of the budget is presented below. A copy of the budget may be requested or obtained at the City of Central Point Finance Department, 149 S. 3rd St., Central Point, OR, between the hours of 8:00 a.m. and 4:00 p.m., or at www.centralpoint.gov. This budget is for an annual budget period for the Central Point Development Commission.

Contact: Chris Adams, Urban Revenue Manager Telephone: (541) 423-1010 E-mail: chris.adams@centralpoint.gov

FINANCIAL SUMMARY - REBOURCES

TOTAL OF ALL FUNDS	Actual Amount 2010-2011	Adopted Budget 2011-2012	Approved Budget Year 2011-12
Beginning Fund Balance/Net Working Capital	NA	NA	60
Federal, State & All Other Grants	NA	NA	60
Revenue from Bonds & Other Debt	NA	NA	6126,000
Interfund Transfers	NA	NA	50
All Other Revenues except Dividend of Tax & Capital Levy	NA	NA	50
Revenue from Dividend of Tax	NA	NA	450,000
Revenue from Special Levy	NA	NA	NA
Total Revenues	NA	NA	5178,600

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION

Personnel Services	NA	NA	5-
Materials and Services	NA	NA	626,500
Capital Outlay	NA	NA	5,243,000
Debt Service	NA	NA	517,500
Interfund Transfers	NA	NA	5-
Contingencies	NA	NA	60,000
All Other Requirements and Requirements	NA	NA	5-
Unappropriated Ending Fund Balance	NA	NA	5-
Total Requirements	NA	NA	6,472,500

STATEMENT OF DEBT SERVICE

Long Term Debt	Estimated Debt Outstanding at July 1	Estimated Debt Authorized, but not Incurred at July 1
General Obligation Bonds	0	0
Other Bonds	0	0
Other Mortgages	0	125,000
Total	0	125,000

Notice of Property Tax and Certification of Intent to Impose a Tax, Fee, Assessment, or Charge on Property

**FORM LB-50
2012-2013**

To assessor of Jackson County

• Be sure to read instructions in the current Notice of Property Tax Levy Forms and Instructions booklet.

Check here if this is an amended form.

The City of Central Point has the responsibility and authority to place the following property tax, fee, charge, or assessment

on the tax roll of Jackson County. The property tax, fee, charge, or assessment is categorized as stated by this form.

140 So. Third Street Central Point OR 97504 6/30/2012
Mailing address of district City State ZIP code Date
Bev Adams Finance Director 541.423.1023 bev.adams@centralpointoreg
Contact person Title Daytime telephone number Contact person e-mail address

CERTIFICATION— You must check one box if you are subject to Local Budget Law.

The tax rate or levy amounts certified in Part I are within the tax rate or levy amounts approved by the budget committee.

The tax rate or levy amounts certified in Part I were changed by the governing body and republished as required in ORS 294.435.

PART I: TOTAL PROPERTY TAX LEVY

	Subject to General Government Limits		
	Rate	— or — Dollar Amount	
1. Rate/Amount levied (within permanent rate limit)	1	\$4.47	
2. Local option operating tax	2		Excluded from Measure 5 Limits
3. Local option capital project tax	3		
4. Levy for pension and disability obligations	4		Dollar Amount of Bond Levy
5a. Levy for bonded indebtedness from bonds approved by voters prior to October 6, 2001	5a		
5b. Levy for bonded indebtedness from bonds approved by voters after October 6, 2001	5b		
5c. Total levy for bonded indebtedness not subject to Measure 5 or Measure 50 (total of 5a + 5b)	5c		

PART II: RATE LIMIT CERTIFICATION

6. Permanent rate limit in dollars and cents per \$1,000	6	\$5.8328
7. Election date when your new district received voter approval for your permanent rate limit	7	
8. Estimated permanent rate limit for newly merged/consolidated district	8	

PART III: SCHEDULE OF LOCAL OPTION TAXES— Enter all local option taxes on this schedule. If there are more than two taxes, attach a sheet showing the information for each.

Purpose (operating, capital project, or mixed)	Date voters approved local option ballot measure	First year levied	Final year to be levied	Tax amount — or — rate authorized per year by voters

PART IV: SPECIAL ASSESSMENTS, FEES, AND CHARGES

Description	Subject to General Government Limitation	Excluded from Measure 5 Limitation
1		
2		

If fees, charges, or assessments will be imposed on specific property within your district, you must attach a complete listing of properties, by assessor's account number, to which fees, charges, or assessments will be imposed. Show the fees, charges, or assessments uniformly imposed on the properties. If these amounts are not uniform, show the amount imposed on each property. The authority for putting these assessments on the roll is ORS _____ (Must be completed if you have an entry in Part IV.)

150-804-078-7 (Rev. 11-11)

Form LB-50 (continued on next page)

(see the back for worksheet for lines 5a, 5b, and 5c)

File with your assessor no later than JULY 15, unless granted an extension in writing.

This report is intended to promote the best possible
management of public resources.

You are welcome to keep this copy; however, if you no longer need it, please return it to:

Finance Department
City of Central Point
140 S 3rd
Central Point, OR 97502

The Finance Department maintains a file of past documents.
Your cooperation will help us save copying costs.