

City of Central Point, Oregon

The Fair City



Biennial Budget For Fiscal Year 2017-2019

Serving THE CITIZENS OF CENTRAL POINT



2017/2019 Biennial Budget

Budget Committee

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Jason Richmond, Technical Services Director
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Matt Samitore, Parks & Public Works Director

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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 regulations are reviewed and 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

City of Central Point, Oregon



DATE: April 24, 2017

TO: Central Point Budget Committee

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

RE: Fiscal Biennium 2017-2019 Budget Message

MEMBERS OF THE BUDGET COMMITTEE AND CITIZENS OF CENTRAL POINT:

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

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

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

A city allocates financial resources to both core public services and prioritized community projects; however, the sum of desired needs and wants has historically outweighed available financial resources. In balancing the available resources against the community's needs and wants, city staff, council members and budget committee members, evaluates the merit of core service levels and project proposals according to the order of highest good. To that end, we are pleased to report that the 2017-2019 proposed budget includes the following: moderately increased revenue targets, no property tax increases and only a minimal (inflationary adjusted) utility rate increase, and zero staffing additions. Although we will not be asking the public for additional employees or tax revenues, we still fully intend to progressively increase our general fund's budgeted ending balance, add to the city's reserve fund and maintain healthy enterprise/utility funds that are entirely capable of expanding and repair-

ing our infrastructure systems. Furthermore, in anticipation of increased building and development activity over the next two years, the 2017-2019 proposed budget aggressively funds capital infrastructure while simultaneously maintaining existing levels of core public services.

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

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

Although not all future financial uncertainty can be eliminated, this year's budget development process did offer certain advantages that have not been historically accessible. First, having nearly completed our first biennial budget, the city's management team is now comfortable with developing, implementing and managing a two-year budget. Second, we continue to update our long-term financial plan forecast, which allows for both short and long-term course correction. The most current rendition of the city's long-range financial plan offers important feedback on recently invoked austerity measures, the introduction of new utility fee-based revenue streams (public safety, parks maintenance and new franchise fees), and policies of restrained spending/conservative budgeting practices—all of which have resulted in ending fund balances, revenues and expenditures trending towards desirable outcomes. Perhaps even more encouraging, the broader United States domestic economy continues to recover with the majority of national economic indicators predicting moderate, steady overall growth during the upcoming biennium. It is our expectation that the next biennium will yield average gross domestic product (GDP) growth of 2.1-2.5 percent. Although not spectacular, it will be a modest improvement over the 1.6 percent achieved during 2016.

In an effort to capitalize on these positive trends, the 2017-2019 budget proposal includes a focus on investment, efficiency and market-driven revenues. More specifically, we are proposing improved

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

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

The City of Central Point is in a unique and advantageous position. Generally speaking, alignment of vision, values and objectives throughout a public-sector organization tends to be an infrequent occurrence. However, there is significant evidence to suggest that during the 2017-2019 biennium, the council, community and staff will be united in their pragmatic conservatism. Additionally, all above-mentioned parties share a desire to complete major capital infrastructure projects, innovate through technological advancements and renovation, and continue with our most popular core services like solution-oriented community development, proactive public safety/community policing and a well-maintained park system. We are pleased to report that each of these goals is well within reach if we continue to adhere to our principles of locally-embraced conservatism.

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

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principled leadership of our public policy makers and our organizational commitment to doing the right thing, for the right reason, regardless of circumstance.

Chart 1

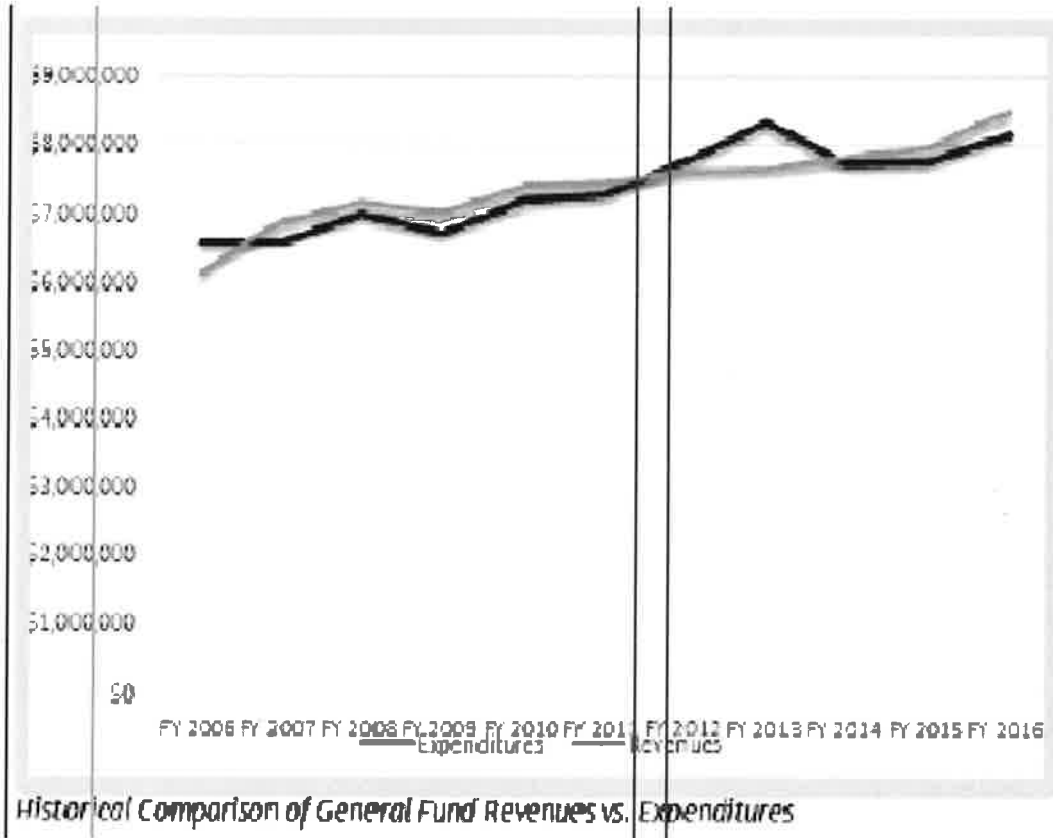
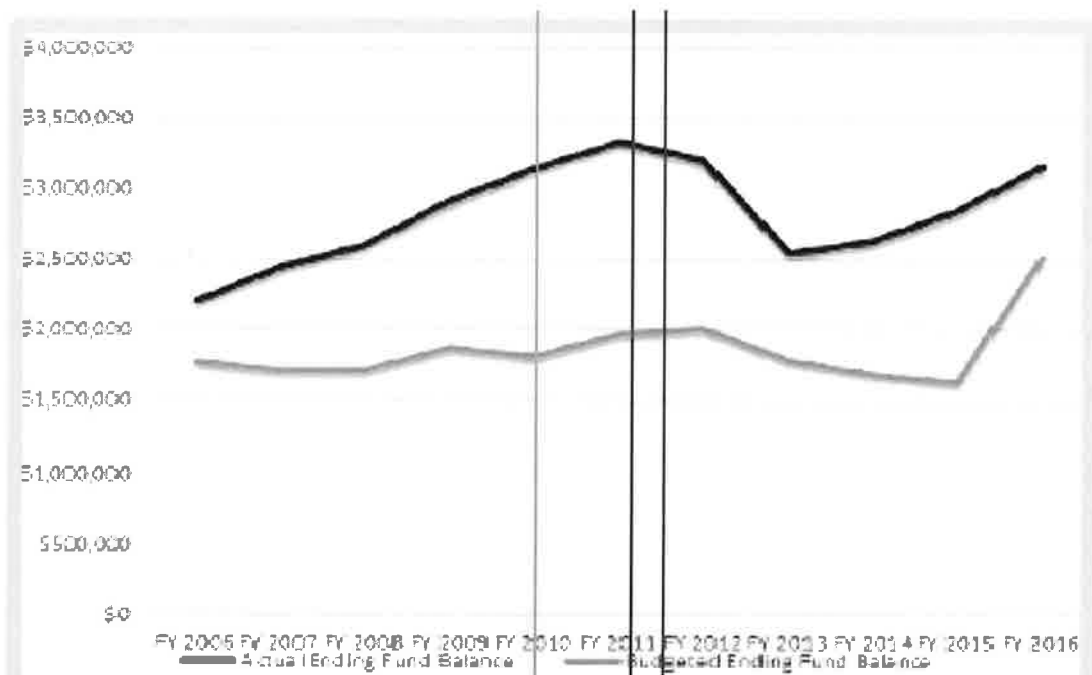


Chart 2



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

FISCAL YEAR 2017-2019 BUDGET HIGHLIGHTS

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

Over the next biennium, Planning Department revenues are projected to realize moderate growth; however, Building Department revenues will likely achieve higher-level growth—allowing the building fund to repay all "recession era" subsidization that was allocated from the city's general fund (2008-2012). Although Building Department revenues have seen "spikes" due to recent large commercial development, the 2017-2019 budget proposal includes "smoothing" of these financial anomalies to provide a more accurate reflection.

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

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

The most prominent feature of the 2017-2019 budget proposal is infrastructure-related capital expenditures. A proposed capital expenditures increase of forty-four percent from the 2015-2017 budget funds a comprehensive infrastructure package that includes the following transportation projects: Twin Creeks Rail Crossing/Highway 99, East Pine Street Streetscape, Table Rock Road Improvement, Beebe & Hamrick Road Intersection Signalization, Hamrick and Biddle Pedestrian Improvements. Worthy of note on the East Pine Street Streetscape project is our partnership with the Central Point Urban Renewal Agency/Development Commission. Without the tax increment revenue generated from the Urban Renewal District, our ability to proactively encourage economic development through infrastructure improvement would be limited. The following Water Fund/system projects are also included: mainline replacement or upgrades on Laurel Street, East Pine Street (streetscape project limits), and demolition of the one-million-gallon reservoir located at the existing public works corporation yard. In the Parks Fund/system, we intend to use parks maintenance fee revenues

to complete a concession stand in Don Jones Park, offer an upgrade to current recreation facilities in Pfaff Park and add another phase of improvement to Skyrman Arboretum. In the Storm Drain Fund, the most significant capital expenditure is the leasing of a new “jetter” truck, which is responsible for the majority of storm drain system maintenance. Driven by both deferred maintenance and growth-related demand, the 2017-2019 capital project budget represents a major upgrade to Central Point’s primary infrastructure systems.

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

REVENUE PROJECTIONS

Property Taxes

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

Transient Lodging Taxes

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

Franchise Fees

Franchise fees collected by the general fund should continue to show improvement during the 2017/2019 budget compared to previous years assisted by the general utility license ordinance that was adopted by City Council prior to the 2015/17 budget. An amount of electrical franchise fees will continue to be allocated to the Street Fund to offset a portion of the expense of street lights, which is

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budgeted to that fund. In March of last year, the Council increased the allotment of electric franchise allocation to the Street Fund to fully cover the street light expense up to \$175,000 per fiscal year. Furthermore, the city's recent adoption of a general utility license ordinance will offer increased revenue from utility providers operating within the city's jurisdiction without a franchise agreement.

Development Revenue

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

State Revenue Sharing

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

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

EXPENDITURES

General Costs

The total proposed 2017/19 biennial budget is \$49,991,429, an increase of \$6,134,747 or 14.0% over the amended 2015/17 biennial budget. The increase is due primarily to increased capital project spending in The Public Works Enterprise Funds (Street, Water and Stormwater). Other expenditure categories show modest increases.

Personnel Costs

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

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

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

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

Enterprise Funds

Street Fund

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

Water Fund

The Water Fund will be coordinating with the Development Commission to install a large main from Front to 10th on East Pine Street. We will also be replacing an older cast iron pipe on Laurel from Front to 4th Street. The other main project in Water is starting of a smart meter system so that we can start provide daily and even hourly consumption to our residents and also be able to read and control meters remotely. The last main project will be demolition of the shop reservoir, which has been obsolete since the Vilas Reservoir came online. Additionally, a lot of pipe work and pump re-configuration needs to occur associated with that project.

Stormwater Fund

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

General Fund

Administration

The Office of the City Manager provides oversight and direction to ensure that all departments are responding to City Council goals, applying policy consistently and identifying key issues that need Council direction. Revenues consist primarily of administrative service charges to other departments plus other General Fund resources. In addition to the City Manager, two positions are budgeted in the Department. First, the City Recorder is responsible for management and retention of all City records, leases, contracts and agreements, legal and public notices, elections, website maintenance, processing Ordinances and Resolutions, and as the City liaison to the City Council. Second, the Human Resources Director is responsible for providing a wide range of services to City directors, managers

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and employees such as: the recruitment and selection of applicants; supervisor and employee training; workforce planning; position classification and pay structure; labor relations including labor contracts and grievance resolution; personnel policy; FMLA & OFLA; and the administration of the Workers' Compensation programs.

Finance

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

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

Technical Services

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

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

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

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

Parks & Recreation

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

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

Police Department

The 2017/19 budget sees modest increases in line items that are consistent with growth that is expected in this biennium budget cycle. The Police Department is expecting asset forfeiture revenue that will help offset costs establishing a Critical Incident Response Team and assist with the replacement system for our body worn cameras and video evidence storage. The Police Department will continue to staff two full time positions that are assigned to the school district which is funded in cooperation with School District #6 and the public safety fee. The Police Department is excited to welcome our new Canine Officer “Mattis” whose handler, Officer Brian Munoz, will be training for drug interdictions with our City to help combat drug trafficking. Officer Munoz and K9 “Mattis” will also be involved in public engagement and will participate in our DARE programs at the schools for Drug Resistance Education.

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

Community Development - Planning

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

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

Building Fund

Community Development - Building

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

Public Works

Administration

Public Works Administration will be working on construction management of various public and private projects, as well as grant administration and normal administrative duties. Project Management

of all of the capital projects listed earlier will be with division.

Field Operations

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

Urban Renewal Agency/Development Commission

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

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

Conclusion

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

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

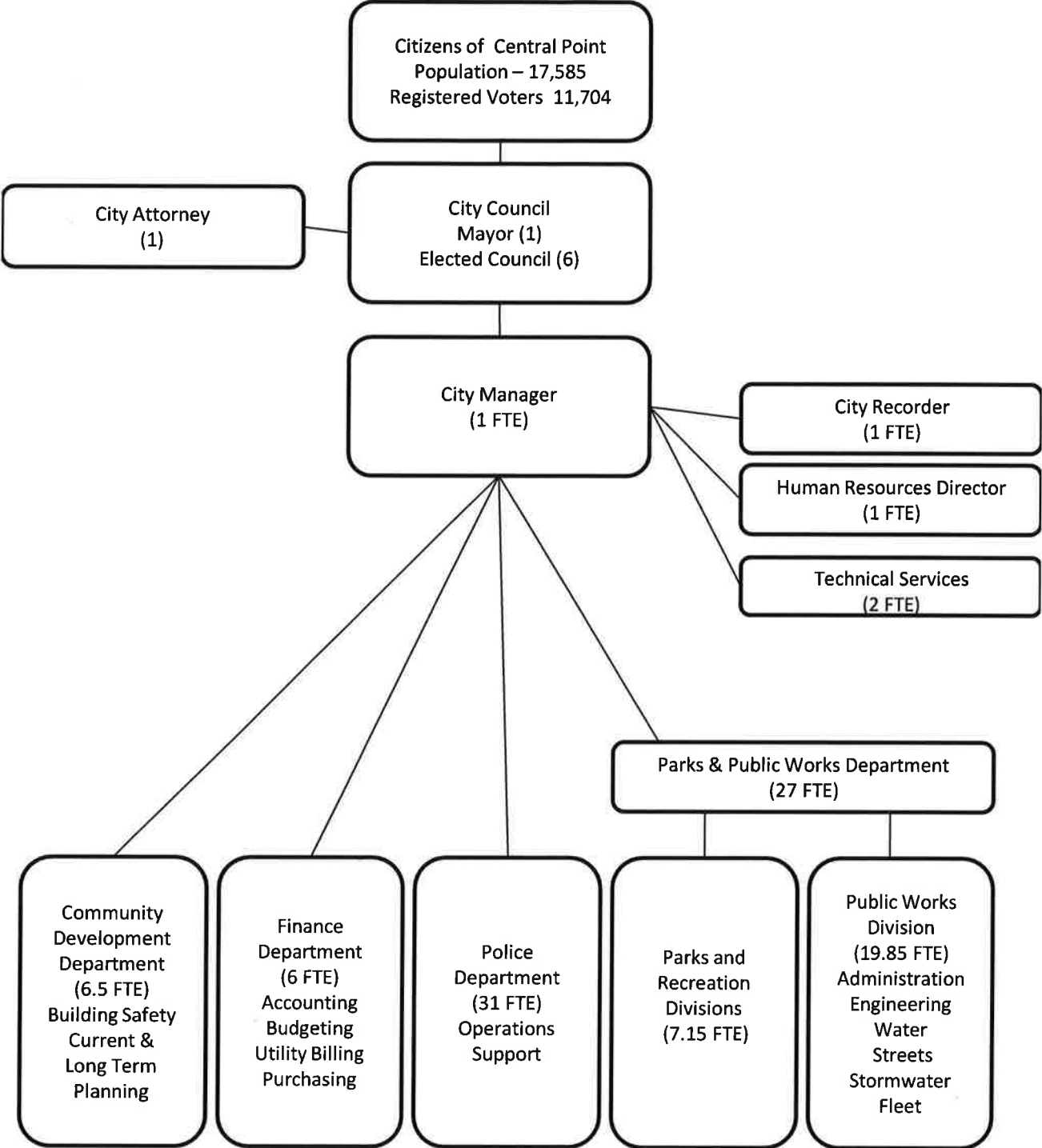


Chris Clayton, City Manager



Steve Weber, Finance Director

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



The Budget Process

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

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

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

The Budget Committee

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

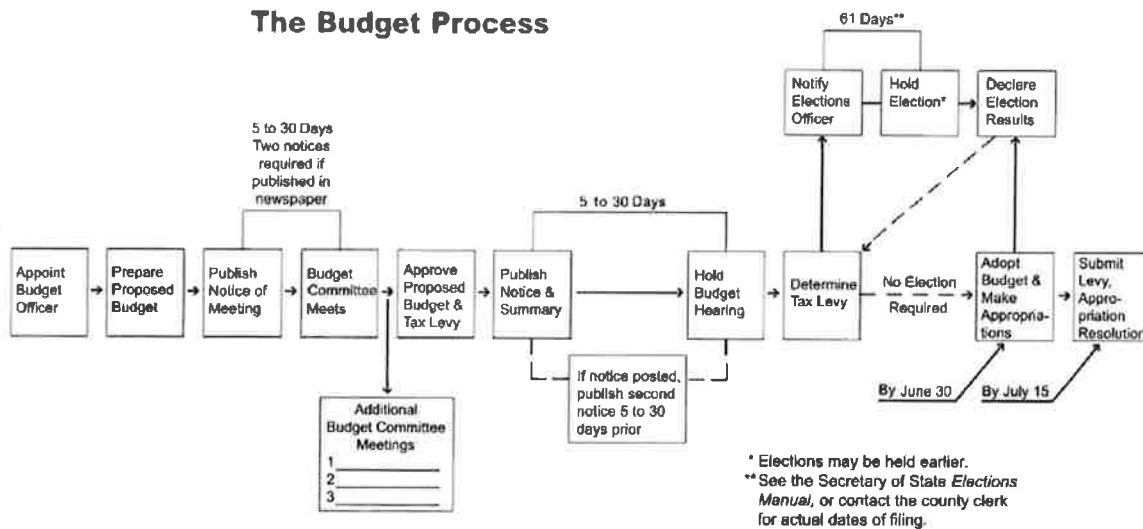
The appointed members:

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

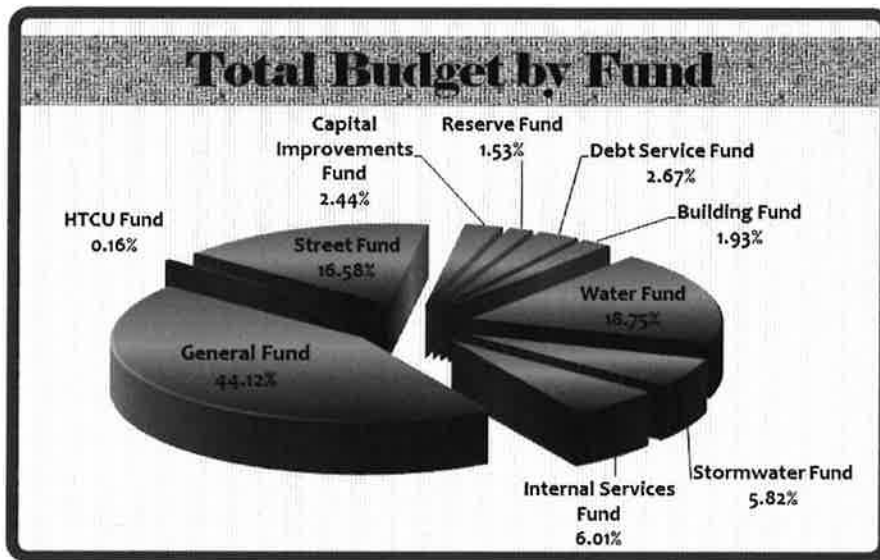
The Budget Amendment Process

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 Process

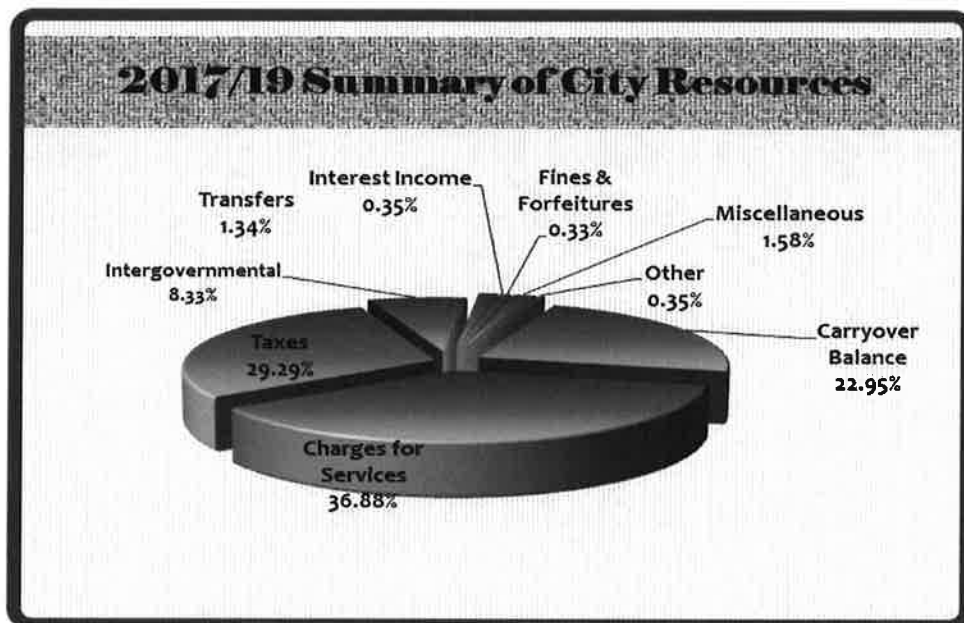


Summary By Fund Description	2013/14 Actual	2014/15 Actual	2015/17 Budget	2017/19 Adopted
General Fund	10,374,237	10,602,669	20,155,885	22,056,008
HTCU Fund	317,460	186,305	128,525	78,842
Street Fund	4,151,674	3,677,393	7,170,660	8,286,954
Housing Fund	0	0	0	0
Capital Improvements Fund	293,332	325,446	477,755	1,219,462
Reserve Fund	569,969	572,816	628,850	766,046
Debt Service Fund	683,934	716,870	1,321,647	1,333,906
Building Fund	342,875	414,162	588,225	965,782
Water Fund	4,335,600	4,794,718	8,023,195	9,373,047
Stormwater Fund	1,540,198	1,736,634	2,731,560	2,909,375
Internal Services Fund	1,450,513	1,394,326	2,630,380	3,002,007
Total Requirements by Fund	24,059,791	24,421,339	43,856,682	49,991,429



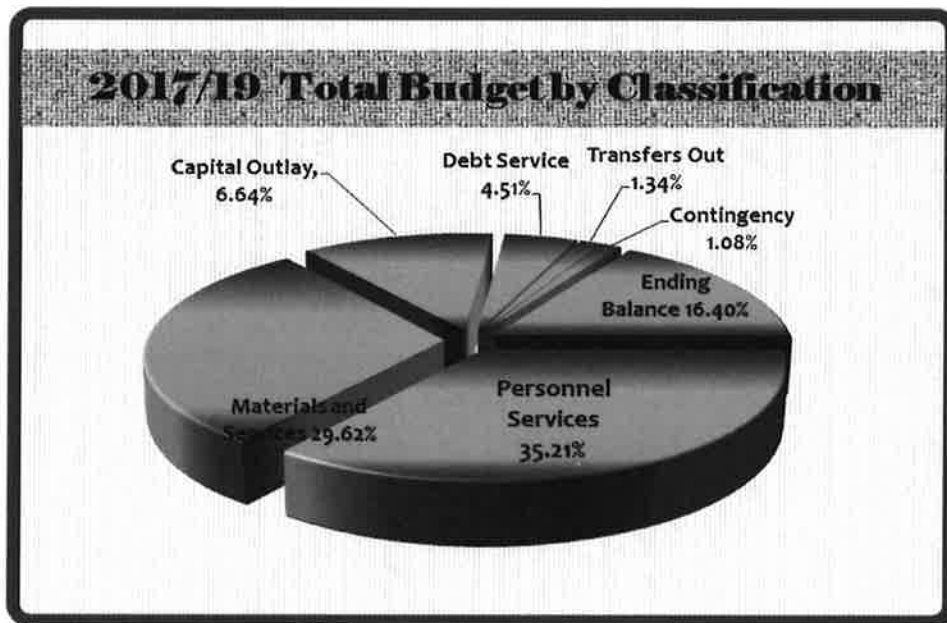
Summary of City Resources

Summary of City Resources Description	2013/14 Actual	2014/15 Actual	2015/17 Budget	2017/19 Adopted
Carryover Balance	7,565,324	8,275,453	8,548,069	11,473,143
Taxes	6,100,680	6,338,085	13,648,000	14,642,000
Fees, Licenses and Permits	55,925	63,355	120,550	130,000
Intergovernmental	2,358,107	1,661,623	3,583,518	3,466,300
Charges for Services	7,128,285	7,401,676	16,097,600	18,436,966
Fines and Forfeitures	140,096	99,301	180,000	167,000
Special Assessments	51,567	34,539	44,000	44,000
Interest Income	56,896	48,357	81,300	173,278
Miscellaneous	304,111	244,051	1,016,395	788,000
Transfers In	298,800	199,000	537,250	670,742
Grand Total	24,059,791	24,365,440	43,856,682	49,991,429



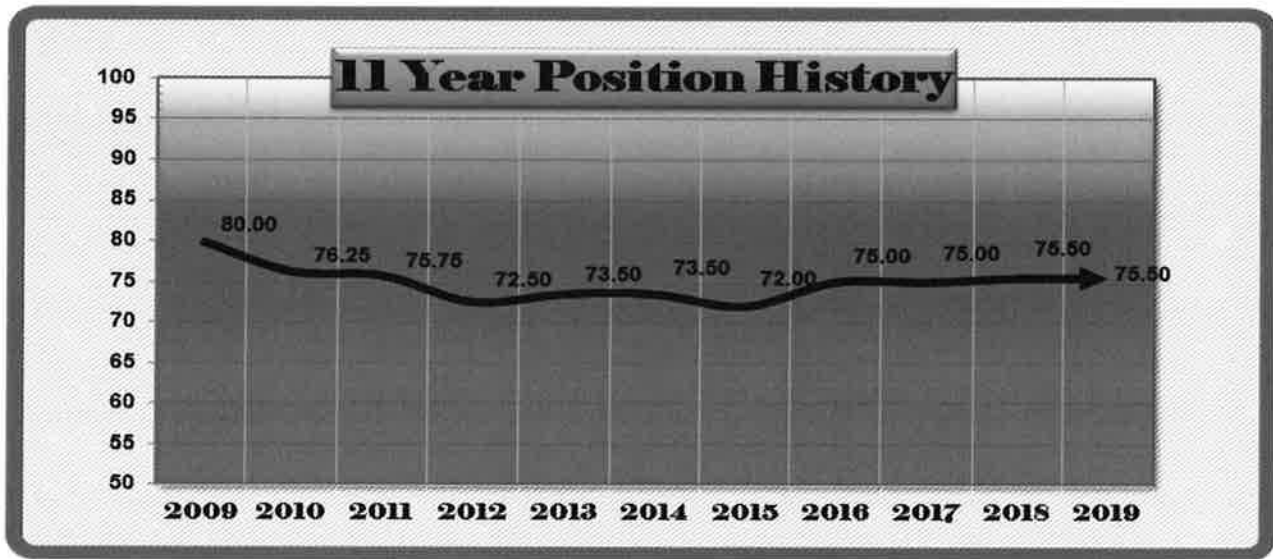
Summary By Classification

Expenditures by Classification Description	2013/14 Actual	2014/15 Actual	2015/17 Budget	2017/19 Adopted
Personnel Services	7,055,084	7,027,757	16,346,349	17,600,706
Materials and Services	6,020,650	6,291,933	14,066,125	14,806,500
Capital Outlay	1,325,433	673,252	3,694,195	5,921,000
Debt Service	1,084,369	1,118,057	2,689,479	2,254,035
Transfers Out	298,800	199,000	537,250	670,742
Contingency	0	0	539,100	540,160
Ending Balance	8,275,456	9,111,340	5,984,184	8,198,286
Total Requirements	24,059,791	24,421,338	43,856,682	49,991,429



Summary of Personnel

Historical Positions	2014 Adopted	2015 Adopted	2015/17 Adopted	2017/19 Adopted
Administration	5.50	5.50	5.50	5.00
Finance	7.00	6.00	6.00	6.00
Parks and Recreation Department	6.15	6.15	6.15	7.15
Building	1.00	1.50	2.00	2.00
Planning	3.50	3.00	4.50	4.50
Police Department	29.50	30.00	31.00	31.00
Public Works	20.85	20.85	19.85	19.85
Total	73.50	73.00	75.00	75.50



Summary of Employee Groups Positions	2015 Adopted	2016 Adopted	2015/17 Adopted	2017/19 Adopted
Management (Nonrepresented)	19.00	19.00	19.00	19.00
Police Bargaining Unit	22.00	22.00	23.00	23.00
General Service Bargaining Unit	31.00	31.00	32.00	33.00
Other Nonrepresented	1.00	1.00	1.00	0.50
Grand Total	73.00	73.00	75.00	75.50

General Fund - Revenues

OVERVIEW

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

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

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

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

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

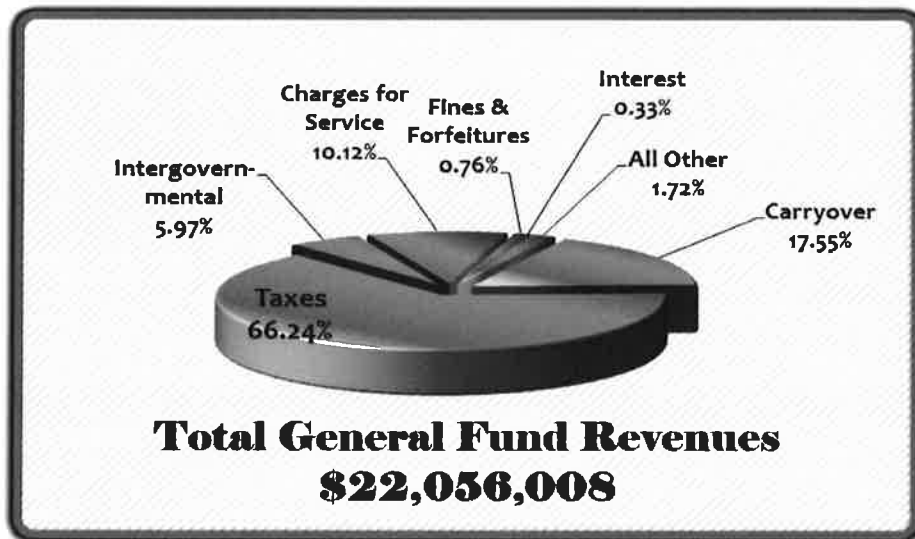
Within charges for service, overhead fees are a significant resource - accounting for 6.9% of total revenues. These fees are for internal services for other departments, and cover overhead costs associated with city administration including attorney services and risk management, financial services including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

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

General Fund - Revenues

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

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



General Fund - Revenues

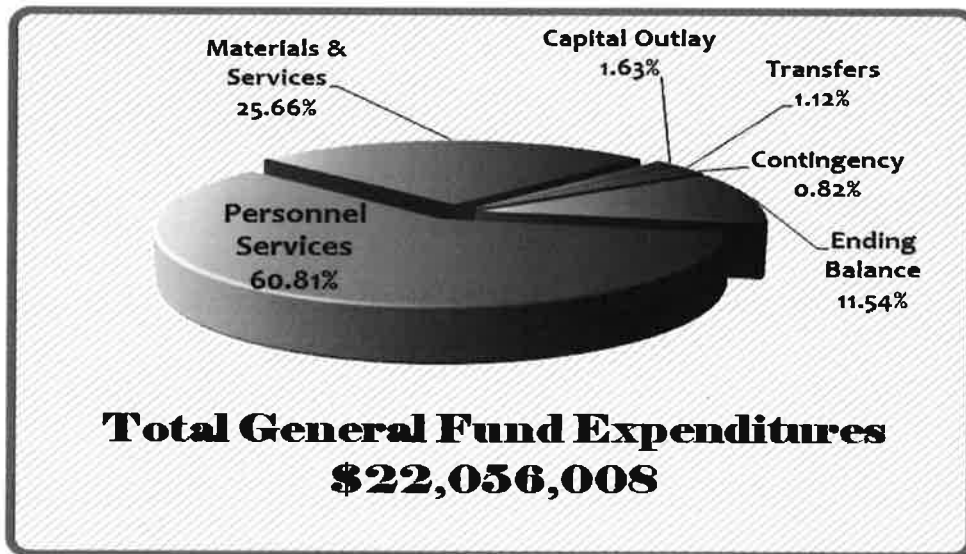
Description	2013/14 Actual	2014/15 Actual	2015/17 Budget	2017/19 Adopted
Property Tax - Current	4,308,261	4,546,455	9,693,000	10,545,000
Property Tax - Prior Years	238,508	155,472	475,000	350,000
Hotel/Motel Room Tax	373,342	391,491	785,000	890,000
Franchise - Cable TV	139,064	145,997	270,000	320,000
Franchise - Electric	578,642	517,402	1,100,000	1,128,000
Franchise - Garbage	127,224	131,734	250,000	305,000
Franchise - Natural Gas	173,404	164,483	350,000	365,000
Franchise - Telephone	46,527	45,051	90,000	90,000
Franchise - General Utility License Fee	0	0	150,000	163,000
Total Taxes	5,984,972	6,098,085	13,163,000	14,156,000
Business License	52,280	60,170	115,000	122,000
Business License Misc.	1,800	2,130	3,700	6,000
Liquor License	1,845	1,055	1,850	2,000
Total Licenses & Fees	55,925	63,355	120,550	130,000
Federal Grants	15,300	3,741	0	0
State Grants	48,736	0	45,000	0
State 911 Telephone Tax	0	0	0	0
State Cigarette Tax	23,273	23,153	38,500	40,300
State Liquor Tax	238,386	253,907	557,000	540,280
State Marijuana Tax	0	0	60,000	0
State Revenue Sharing	141,594	158,481	389,500	420,700
Jurisdictional Exchange (School Dist. #6)	53,100	53,100	110,990	116,060
Asset Forfeiture Revenue	0	0	0	60,000
Total Intergovernmental	520,389	492,382	1,200,990	1,177,340
City Overhead Fees	688,000	833,000	1,666,000	1,517,000
Urban Renewal Services	0	0	20,000	20,000
Lien Search Fees	10,450	13,850	20,000	28,000
Park Use Fees	15,935	17,001	22,000	32,000
Planning Services	36,539	52,508	102,000	150,000
Police Services	3,409	4,459	6,000	9,000
Public Safety Fee	0	0	150,000	170,000
Park & Recreation Fee	0	0	150,000	170,000
Recreation Fees	67,814	71,298	153,000	92,000
Administrative Fees	26,075	25,923	30,000	40,000
Vehicle Towing	1,275	1,500	1,700	4,000
Total Charges for Service	849,497	1,019,538	2,320,700	2,232,000
Municipal Court Fines	74,517	45,978	110,000	100,000
Municipal Court Collection Int	20,313	26,384	20,000	27,000
District Court Fines	36,793	26,940	50,000	40,000
Court Diversion Fees	8,473	0	0	0
Total Fines & Forfeitures	140,096	99,301	180,000	167,000

General Fund - Revenues

Interest Income	28,453	18,350	30,000	68,000
Loan Interest Income - Urban Renewal Loan	2,500	2,500	5,000	5,000
Total Interest income	30,953	20,850	35,000	73,000
Miscellaneous Revenue	124,945	93,184	80,000	140,000
Parks & Recreation Events	104,987	62,781	250,000	92,000
Parks & Recreation Donations/Grants	1,053	2,715	242,395	2,000
Police Donations/Grants	1,410	2,334	7,000	3,000
Police - DARE Donations	6,819	12,978	10,000	13,000
Total Miscellaneous	239,213	173,992	589,395	250,000
Transfers In	0	0	20,000	0
Total Transfers	0	0	20,000	0
Carryover Balance	2,553,192	2,635,169	2,526,250	3,870,668
Total Carryover Balance	2,553,192	2,635,169	2,526,250	3,870,668
Total General Fund Revenues	10,374,237	10,602,672	20,155,885	22,056,008

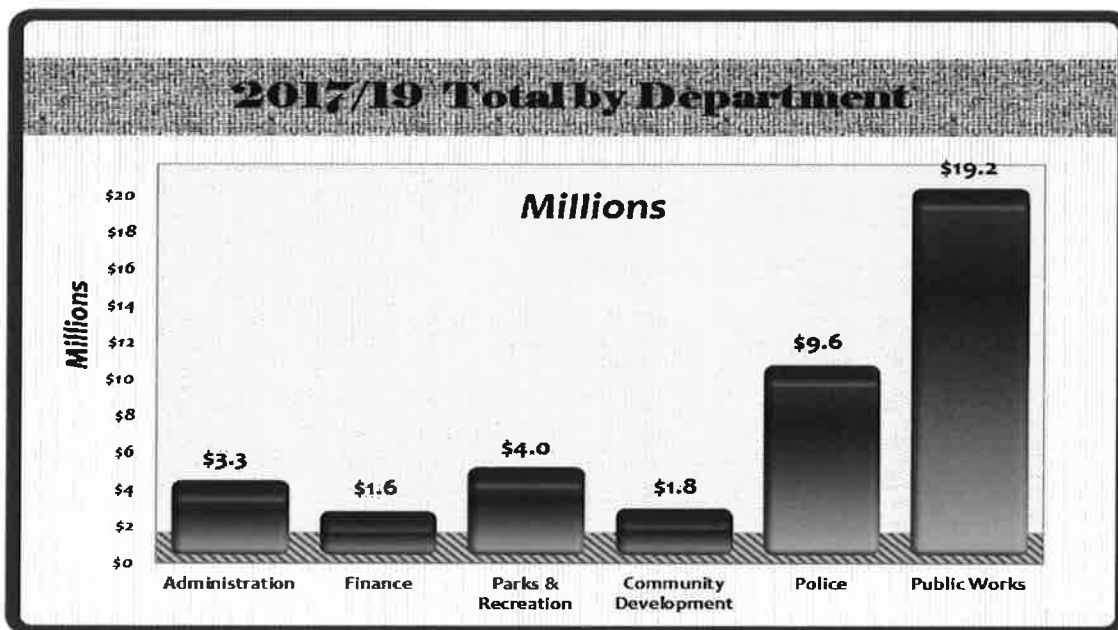
General Fund - Summary

Description	2013/14 Actual	2014/15 Actual	2015/17 Budget	2017/19 Adopted
Personnel Services	5,172,433	5,130,136	12,157,520	13,064,506
Materials & Services	2,422,242	2,481,583	5,543,250	5,659,300
Capital Outlay	45,894	105,205	439,195	360,000
Transfers	98,500	44,000	212,850	246,100
Contingency	0	0	180,000	180,000
Ending Balance	2,635,169	2,841,746	1,623,070	2,546,102
Total Requirements by Category	10,374,237	10,602,670	20,155,885	22,056,008

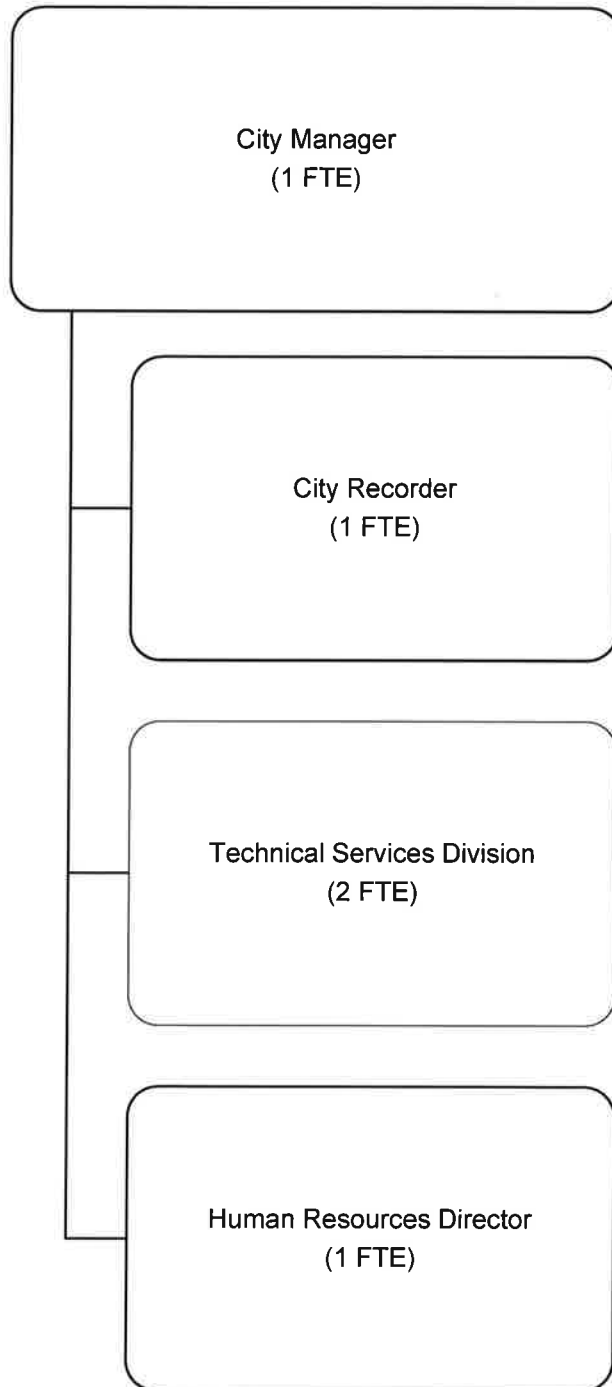


General Fund - Summary

Description	2013/14 Actual	2014/15 Actual	2015/17 Budget	2017/19 Adopted
General Fund - Administration	644,571	677,641	1,518,200	1,564,835
General Fund - City Enhancement	191,336	159,307	408,000	373,000
General Fund - Technical Services	498,411	508,746	1,134,050	1,224,130
General Fund - Mayor & Council	49,414	44,873	123,100	130,000
General Fund - Finance	762,600	721,836	1,617,300	1,620,539
General Fund - Parks	734,824	788,218	2,037,065	2,159,402
General Fund - Recreation	452,721	462,477	1,109,350	1,004,180
General Fund - Planning	371,975	357,516	1,126,150	1,250,530
General Fund - Police	3,811,730	3,872,535	8,801,750	9,482,190
General Fund - Interdepartmental Transfers	122,986	123,774	265,000	275,000
Contingency	98,500	44,000	212,850	246,100
Ending Balance	0	0	180,000	180,000
Total Requirements by Program	2,635,169	2,841,746	1,623,070	2,546,102



**Administration Department
(5 FTE)**



OVERALL GOAL

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

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

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

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

Key Objectives – City Manager

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

Key Objectives – City Recorder

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

Key Objectives – Human Resources Director / Safety Training Specialist

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

Key Performance Measures

Administration

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

Personnel Actions

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

Employee Benefits

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

Risk Management

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

City Council/Development Commission

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

Intergovernmental Agencies/Organizations

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

2017/2019 Administration Department Goals

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

General Fund - Administration

Description	2013/14 Actual	2014/15 Actual	2015/17 Budget	2017/19 Adopted
Salaries & Wages	322,337	297,441	635,600	649,405
Part-time Wages	0	26,952	93,200	30,000
City Taxes and Benefits	153,316	150,432	364,400	389,930
Total Personnel Services	475,653	474,825	1,093,200	1,069,335
City Facilities Rental	24,000	24,000	48,000	48,000
Advertising/Legal Notices	5,532	5,986	11,000	13,000
Bank Fees	17	0	0	0
Lease/Rentals	4,173	4,170	11,000	11,500
Travel/Training	11,995	14,140	24,000	30,000
Professional Services	75,481	84,653	205,000	250,000
Contract/Other Services	29,517	51,545	65,000	70,000
Employee Involvement Programs	3,619	4,334	13,000	20,000
Equipment Repair/Maintenance	0	0	2,000	2,000
Books/Publications	1,815	2,167	7,000	7,000
Dues/Licenses	2,984	926	9,000	13,000
Food	792	1,676	4,000	5,000
Office/Shop Supplies	2,928	2,436	7,000	7,000
Postage	2,845	1,915	6,000	6,000
Sm. Equip/Tools/Furniture	443	3,793	5,000	5,000
Phone/Internet	2,777	1,075	8,000	8,000
Total Materials & Services	168,918	202,816	425,000	495,500
Total Administration	644,571	677,641	1,518,200	1,564,835

General Fund - City Enhancement

OVERALL GOAL

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

KEY OBJECTIVES

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

KEY PERFORMANCE MEASURES

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



General Fund - City Enhancement

Description	2013/14 Actual	2014/15 Actual	2015/17 Budget	2017/19 Adopted
Community Events	8,902	0	24,000	24,000
Downtown Revitalization	27,271	30,668	60,000	65,000
City Financing/Loans	0	0	0	0
Utility Discount	11,522	9,793	30,000	20,000
Parks & Recreation Donation (BOB)	9,471	10,000	50,000	20,000
Food and Friends Program	12,000	12,000	24,000	24,000
Tourism Promotion	122,169	96,845	220,000	220,000
Total Materials & Services	191,336	159,307	408,000	373,000
Total City Enhancement	191,336	159,307	408,000	373,000



OVERALL GOAL

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

KEY OBJECTIVES

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

KEY PERFORMANCE MEASURES

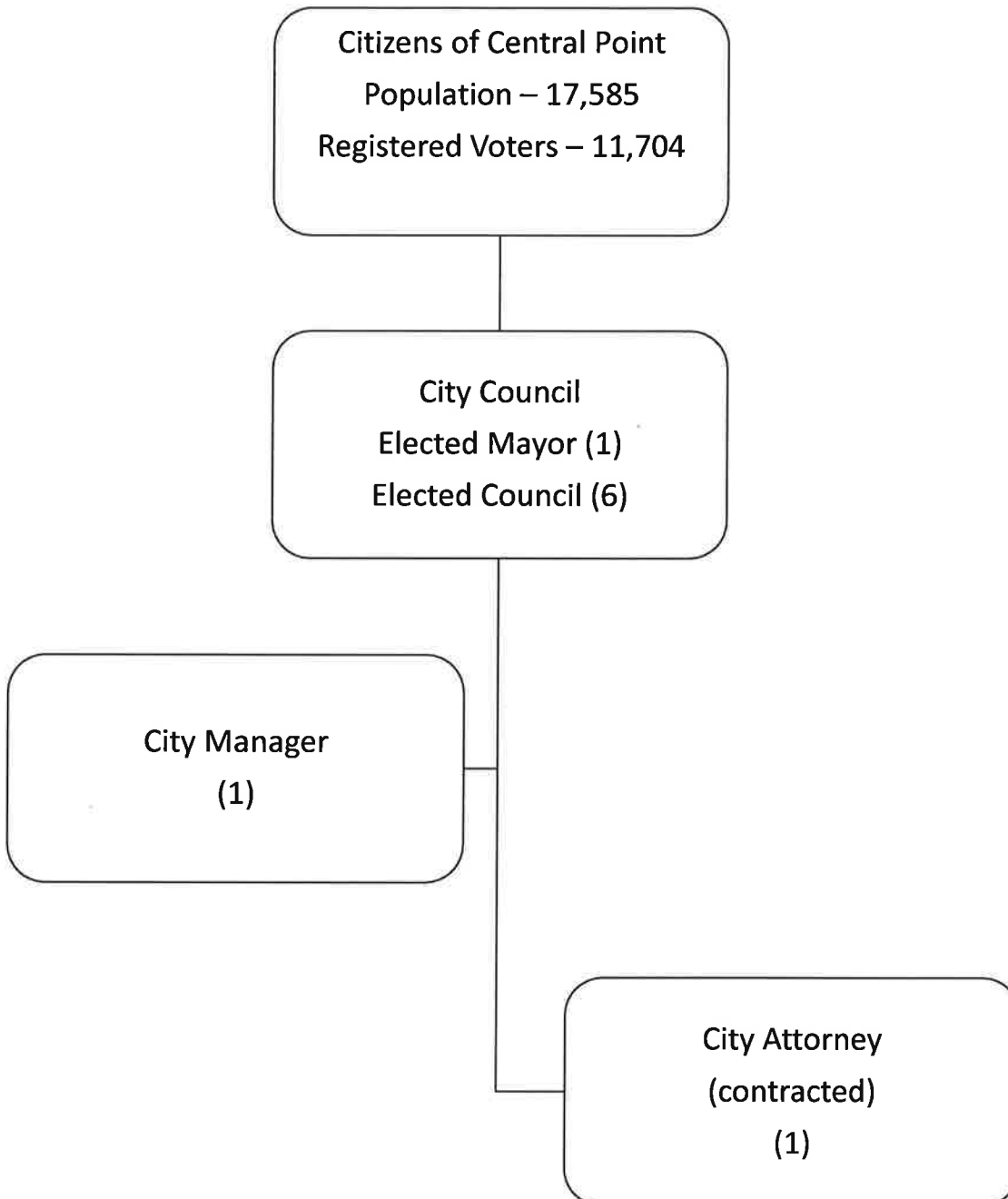
- City disaster recovery system
- Audio visual system upgrade
- eCitation handheld computers
- Park cameras installed
- Police body camera and video storage upgrade
- Laserfiche automation software expansion
- Cartegraph asset scenario builder



General Fund - Technical Services Division

Description	2013/14 Actual	2014/15 Actual	2015/17 Budget	2017/19 Adopted
Salaries & Wages	152,049	159,202	351,300	379,440
Overtime Wages	1,356	2,631	6,000	6,000
City Taxes and Benefits	65,859	68,578	161,750	186,190
Total Personnel Services	219,263	230,410	519,050	571,630
City Facilities Rental	5,000	5,000	20,000	20,000
Travel/Training	10,578	10,709	20,000	20,000
Professional Services	120	11,196	15,000	10,000
Contract/Other Services	1,281	3,162	5,500	5,000
Computer Software Maintenance	85,586	71,674	226,000	316,500
Books/Publications	0	10	1,000	1,000
Computer Hardware/Software	127,770	81,790	140,500	111,500
Dues/Licenses	0	99	1,000	500
Office/Shop Supplies	410	1,171	2,000	2,000
Sm. Equip/Tools/Furniture	2,144	2,787	4,000	4,000
Phone/Internet	22,683	24,619	50,000	62,000
Total Materials & Services	255,573	212,217	485,000	552,500
Computer Hardware/Software	23,575	66,119	130,000	100,000
Total Capital Outlay	23,575	66,119	130,000	100,000
Total Technical Services	498,411	508,746	1,134,050	1,224,130

Mayor & City Council



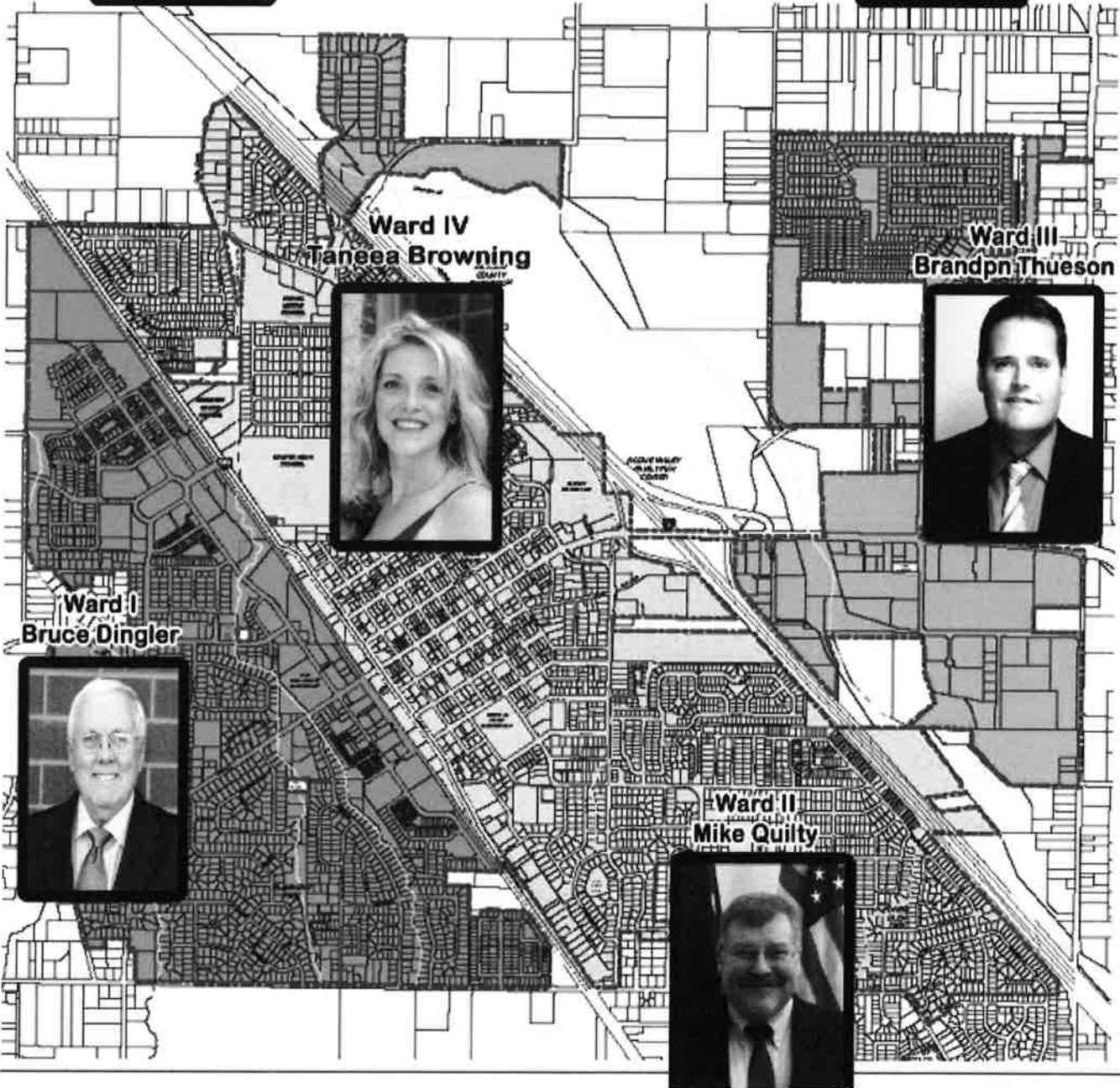
**Mayor
Hank Williams**



**At Large
Allen Broderick**



**At Large
Rob Hernandez**



**Ward IV
Tanea Browning**



**Ward III
Brandt Thueson**



**Ward I
Bruce Dingler**



**Ward II
Mike Quilty**



MAYOR & COUNCIL 2017-2019

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

OVERALL GOAL

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

KEY OBJECTIVES

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

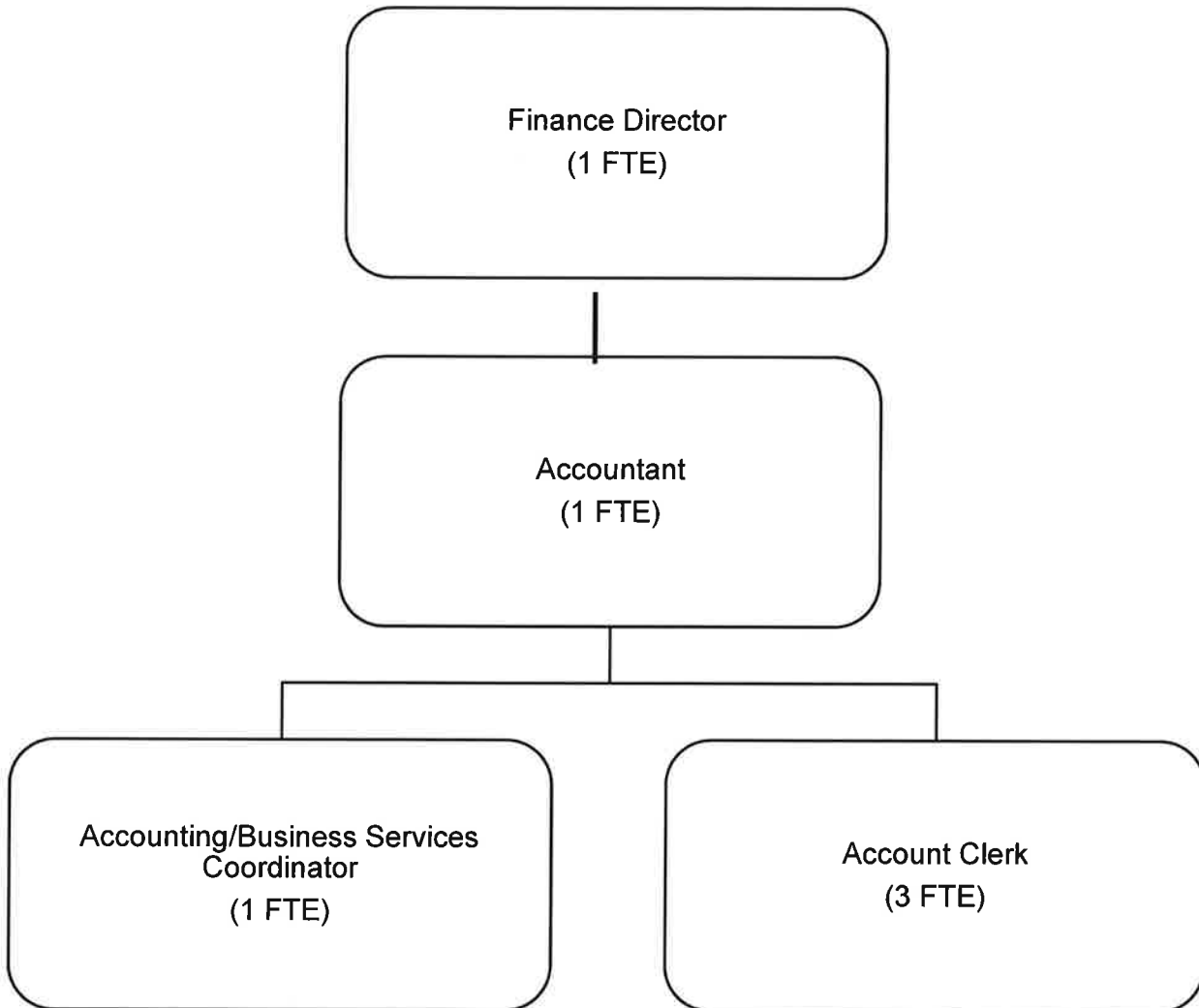
KEY PERFORMANCE MEASURES

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

General Fund - Mayor & City Council

Description	2013/14 Actual	2014/15 Actual	2015/17 Budget	2017/19 Adopted
Salaries & Wages	13,800	13,500	27,600	27,600
City Taxes and Benefits	1,109	1,084	3,000	2,400
Total Personnel Services	14,909	14,584	30,600	30,000
Travel/Training	1,765	3,105	14,000	17,000
Professional Services	2,000	763	4,000	4,000
Community Events	2,660	0	15,000	15,000
Dues/Licenses	24,452	22,693	50,000	50,000
Food	1,104	1,327	2,500	5,000
Office/Shop Supplies	1,549	1,577	4,000	4,000
Phone/Internet	974	824	3,000	5,000
Total Materials & Services	34,505	30,288	92,500	100,000
Total Mayor & Council	49,414	44,873	123,100	130,000

**Finance Department
(6 FTE)**



OVERALL GOAL

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

Key Objectives

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

Key Performance Measures

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

2017/2019 Department Goals

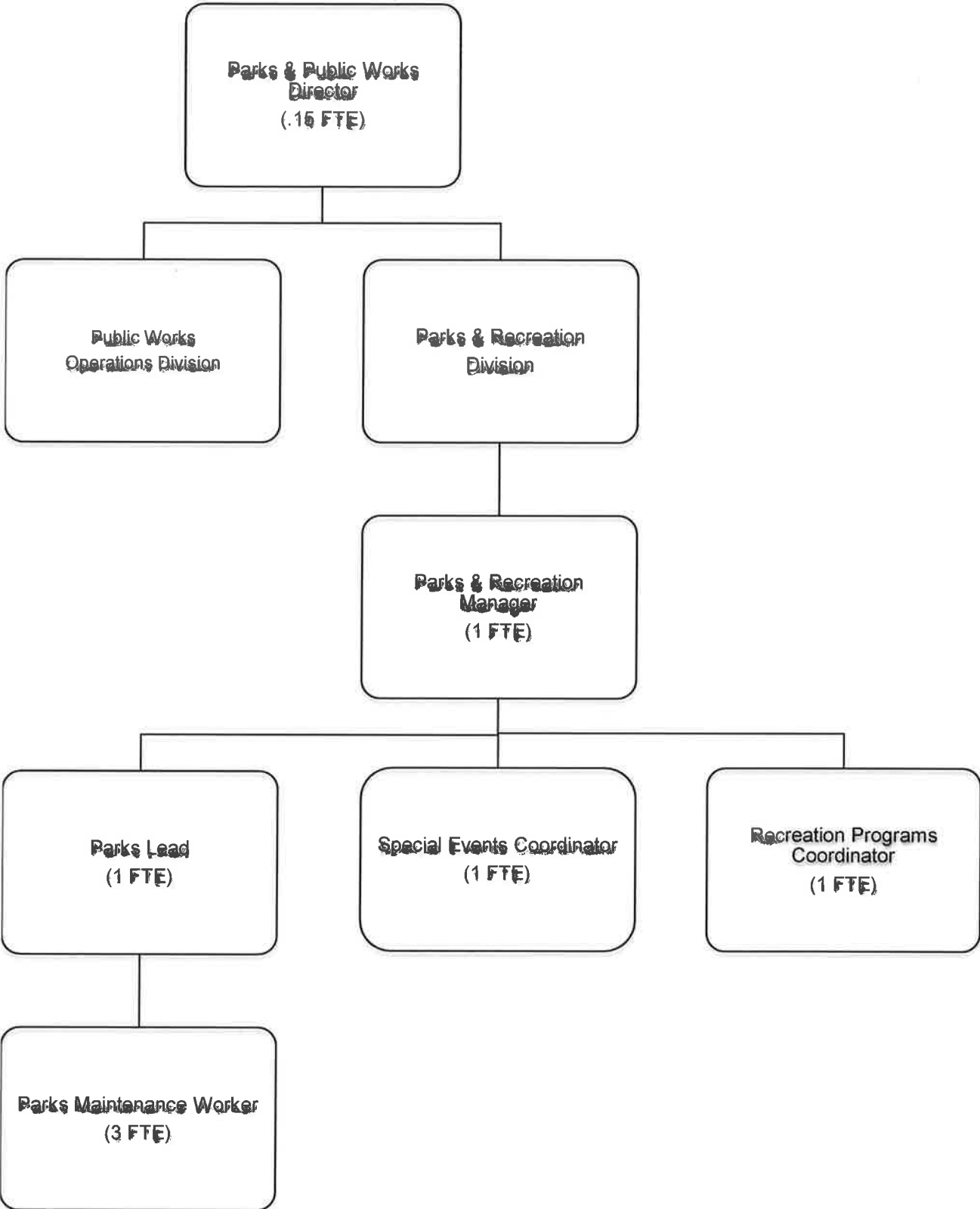
- GFOA Certificate of Achievement national "Excellence in Financial Reporting" annual award
- Zero audit findings: oversight and perfecting of processes, internal controls, and accounting to prevent material findings
- Review and update written Finance procedures for front office internal controls and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

General Fund - Finance

Description	2013/14 Actual	2014/15 Actual	2015/17 Budget	2017/19 Adopted
Salaries & Wages	359,402	338,449	756,400	746,399
Overtime Wages	0	0	4,000	2,000
Part-time Wages	0	930	0	0
City Taxes and Benefits	196,657	177,452	419,500	469,340
Total Personnel Services	556,059	516,831	1,179,900	1,217,739
City Facilities Rental	35,700	35,700	69,400	69,400
Advertising/Legal Notices	2,317	2,260	3,000	2,600
Bank/VISA Fees	36,703	41,944	90,000	100,000
Printing/Binding	17,130	13,388	29,000	29,000
Travel/Training	7,675	9,002	21,000	15,000
Professional Services	55,444	59,456	98,000	78,000
Contract/Other Services	12,302	7,685	34,000	29,000
Equipment Repair/Maintenance	362	0	1,000	1,000
Dues/Licenses	3,062	2,342	5,000	6,000
Office/Shop Supplies	1,566	2,123	15,000	6,200
Postage	30,517	28,401	64,000	62,000
Sm Equip/Tools/Furniture	768	646	2,000	2,000
Phone/Internet	2,995	2,059	6,000	2,600
Total Materials & Services	206,542	205,005	437,400	402,800
Total Finance	762,600	721,836	1,617,300	1,620,539



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



OVERALL GOAL

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

KEY OBJECTIVES

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

KEY PERFORMANCE MEASURES

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

DEPARTMENTAL CAPITAL GOALS

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

General Fund - Parks & Recreation - Parks

Description	2013/14 Actual	2014/15 Actual	2015/17 Budget	2017/19 Adopted
Salaries & Wages	228,193	231,131	569,970	597,842
Overtime Wages	7,103	3,731	13,000	13,000
City Taxes and Benefits	131,175	132,494	300,000	397,260
Total Personnel Services	366,471	367,356	882,970	1,008,102
City Facilities Rental	23,800	23,800	47,600	49,000
City Equipment Rental	30,000	32,000	68,000	73,500
Lease/Rentals	0	0	2,000	2,000
Travel/Training	2,491	3,602	6,500	12,300
Professional Services	1,075	1,821	106,500	30,000
Contract/Other Services	151,489	156,698	211,700	240,000
Building/Grounds Maintenance	82,158	100,826	255,000	268,000
Tree Maintenance: Tree City USA	0	7,103	18,000	71,700
Books/Publications	0	75	400	400
Clothing Allowance	946	1,462	3,000	6,000
Dues/Licenses	0	410	1,100	1,100
Office/Shop Supplies	1,277	2,297	6,000	6,000
Sm Equip/Tools/Furniture	1,972	1,783	9,200	14,900
Electric	36,148	35,600	70,000	75,000
Natural Gas	2,536	1,960	4,400	5,200
Phone/Internet	4,521	4,874	11,000	11,200
Water/Sewer/Stormwater	7,622	7,467	24,500	25,000
Total Materials & Services	346,035	381,776	844,900	891,300
Prior Year Capital Improvements	10,625	42,491	0	0
Resurface Tennis Courts	0	0	0	75,000
Pfaff Park Restoration/ADA Compliance	0	0	0	90,000
Don Jones Park Concession Stand	0	0	0	35,000
Parks - Willie Mott	0	0	60,000	0
Parks - S kyrman Arboretum	11,693	-3,405	249,195	60,000
Total Capital Projects	22,318	39,086	309,195	260,000
Total Parks	734,824	788,218	2,037,065	2,159,402

OVERALL GOAL

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

KEY OBJECTIVES

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

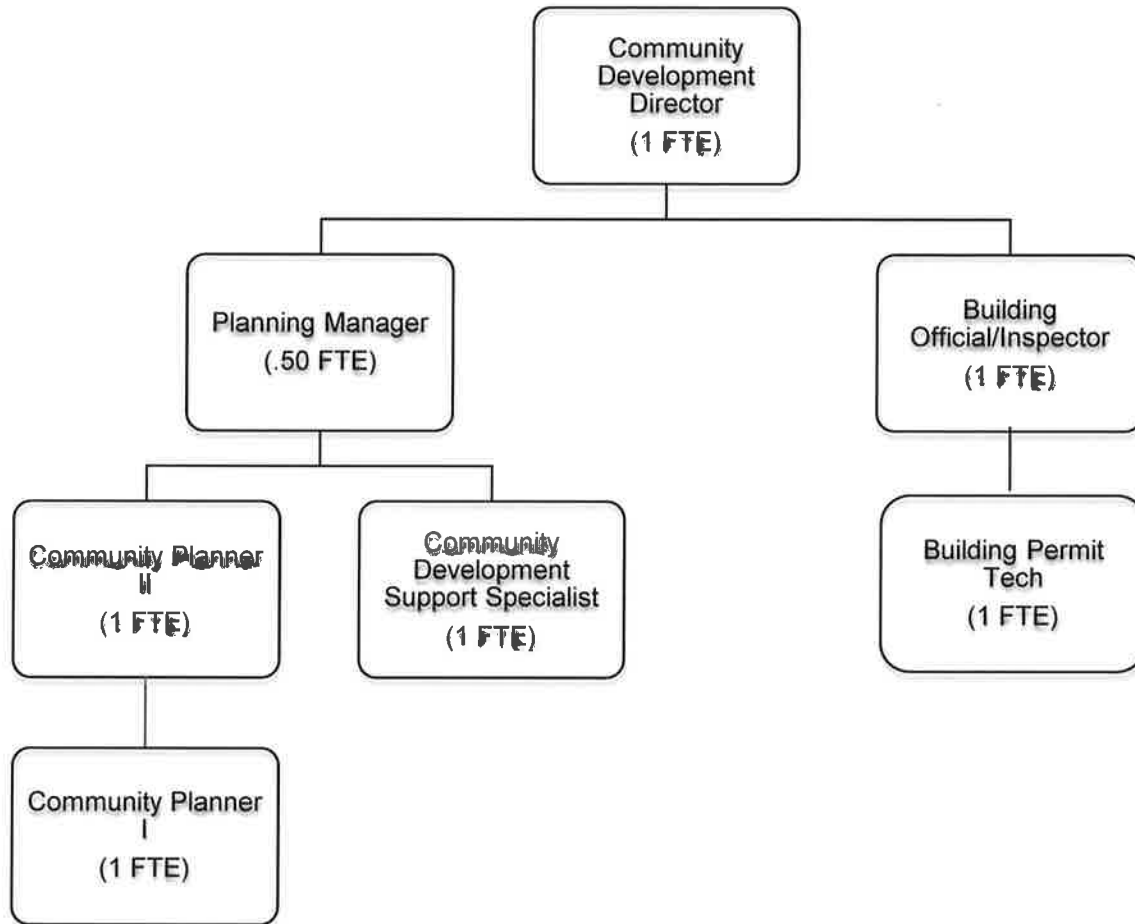
KEY PERFORMANCE MEASURES

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

General Fund - Parks & Recreation - Recreation

Description	2013/14 Actual	2014/15 Actual	2015/17 Budget	2017/19 Adopted
Salaries & Wages	126,873	130,287	263,200	265,185
Overtime Wages	3,451	1,879	9,000	5,000
City Taxes and Benefits	62,968	63,401	138,750	152,695
Total Personnel Services	193,292	195,567	410,950	422,880
City Facilities Rental	24,000	24,000	69,000	70,000
Advertising/Legal Notices	0	226	8,000	10,400
Bank/VISA Fees	2,379	0	7,200	9,200
Printing/Binding	17,332	18,012	39,200	50,000
Lease/Rentals	0	0	2,000	3,000
Travel/Training	5,804	4,005	14,500	16,000
Professional Services	1,520	1,671	4,000	17,000
Contract Services - Recreation	56,030	62,043	113,300	87,000
Instructors	10,515	9,170	30,000	46,000
Community Events	0	4,172	26,500	40,600
Community Events - Battle of the Bones	86,790	81,218	200,000	76,000
Community Events - BOB Music	0	5,000	11,100	0
Community Events - Children's Pre-K	0	1,593	12,200	5,000
Community Events - Christmas	0	2,802	6,400	8,000
Community Events - Egg Hunt	0	2,478	6,000	8,000
Community Events - July 4th	0	1,419	12,500	12,000
Recreation Programs	34,977	25,807	64,000	60,000
Equipment Repair/Maintenance	1,298	0	5,000	0
Building/Grounds Maintenance	62	2,200	5,000	8,500
Books/Publications	0	0	1,000	900
Computer Hardware/Software	4,258	7,133	16,500	6,000
Dues/Licenses	1,325	640	2,400	3,400
Office/Shop Supplies	744	2,713	9,000	9,000
Postage	6,814	6,872	19,300	20,200
Sm Equip/Tools/Furniture	0	0	4,000	4,000
Electric	2,591	2,393	5,300	5,500
Phone/Internet	2,991	1,343	5,000	5,600
Total Materials & Services	259,429	266,911	698,400	581,300
Total Recreation	452,721	462,477	1,109,350	1,004,180

**Community Development Department
(6.5 FTE)**



OVERALL GOAL

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

KEY OBJECTIVES

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

KEY PERFORMANCE MEASURES

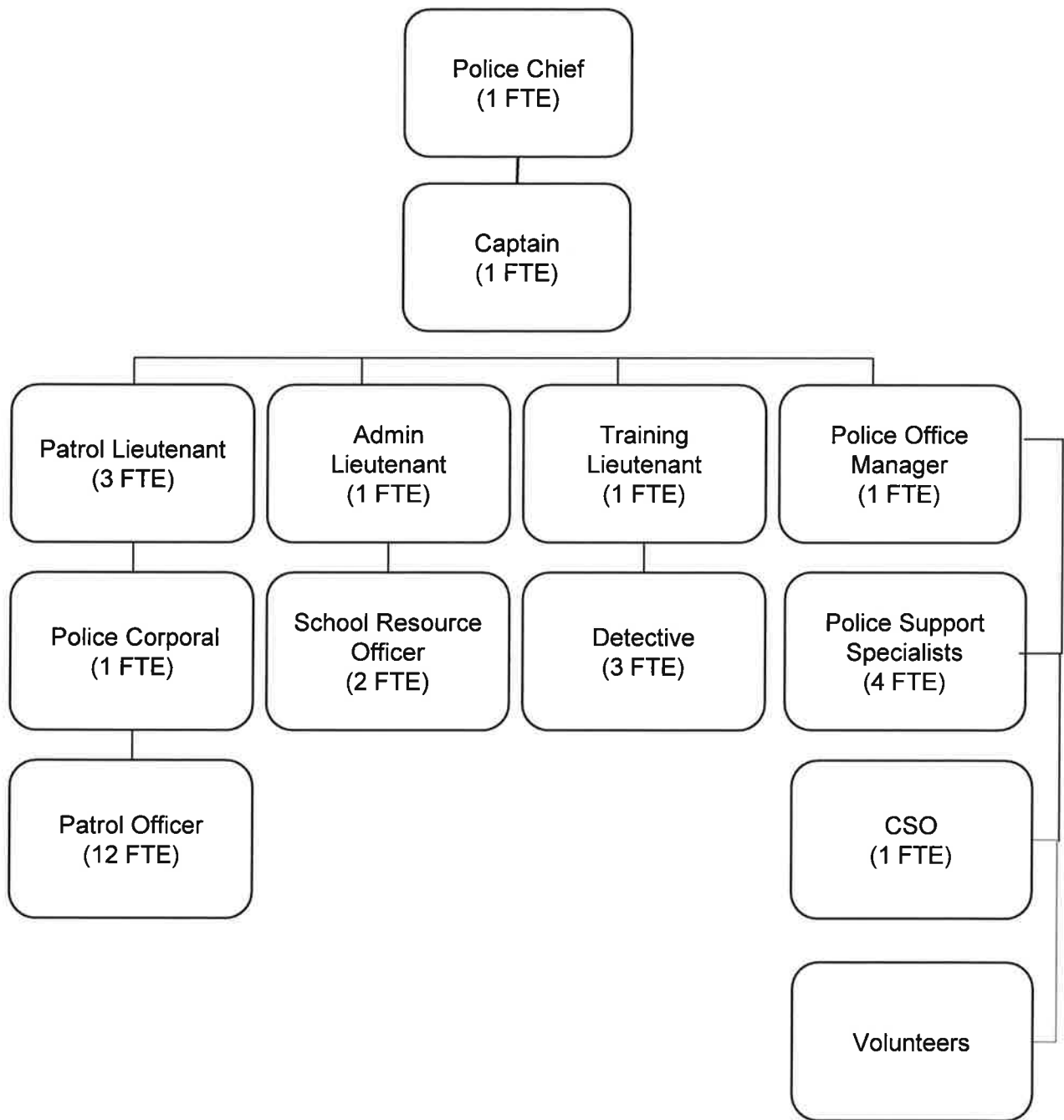
- Complete and implement regional plan and its conditions
- Conclude employment based urban growth boundary expansion(s)
- Update elements of the Central Point comprehensive plan including housing, public facilities, transportation, parks and recreation and urbanization
- Update City’s land division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



General Fund - Community Development - Planning

Description	2013/14 Actual	2014/15 Actual	2015/17 Budget	2017/19 Adopted
Salaries & Wages	170,348	143,052	547,900	587,130
Overtime Wages	0	289	3,000	3,000
Part-time Wages	56,680	57,359	118,400	142,310
City Taxes and Benefits	80,330	74,017	305,250	356,890
Total Personnel Services	307,357	274,717	974,550	1,089,330
City Facilities Rental	29,700	29,700	52,000	52,000
City Equipment Rental	4,500	4,500	9,500	9,500
Advertising/Legal Notices	3,100	4,086	10,000	12,000
Travel/Training	7,099	12,866	19,000	14,000
Professional Services	11,611	13,167	30,000	40,000
Contract/Other Services	4,601	14,630	20,000	24,000
Dues/Licenses	1,065	625	3,500	3,500
Office/Shop Supplies	1,223	2,303	3,000	3,000
Postage	127	328	600	700
Sm Equip/Tools/Furniture	54	0	1,000	1,000
Phone/Internet	1,538	596	3,000	1,500
Total Materials & Services	64,617	82,800	151,600	161,200
Total Community Development/Planning	371,975	357,516	1,126,150	1,250,530

**Police Department
(31 FTE)**



OVERALL GOAL

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

KEY OBJECTIVES

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

KEY PERFORMANCE MEASURES

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

General Fund - Police

Description	2013/14 Actual	2014/15 Actual	2015/17 Budget	2017/19 Adopted
Salaries & Wages	1,824,799	1,869,828	4,278,300	4,481,390
Overtime Wages	105,483	93,949	200,000	220,000
Overtime Wages - HTCU	33,658	0	0	0
Part-time Wages	0	0	0	0
City Taxes and Benefits	1,075,489	1,092,068	2,588,000	2,954,100
Total Personnel Services	3,039,429	3,055,846	7,066,300	7,655,490
City Facilities Rental	178,500	178,500	357,000	357,000
Insurance Premiums	0	7,300	0	0
Lease/Rentals	80,119	87,325	176,000	176,000
Travel/Training	32,396	37,774	97,000	100,000
Dispatch Services	234,022	239,827	520,000	555,000
Professional Services	11,635	38,998	46,000	49,500
Contract/Other Services	25,024	23,493	62,000	77,000
DARE	8,687	9,015	9,100	9,500
Investigations	1,446	1,342	6,100	6,350
Asset Forfeiture Expense	0	0	0	60,000
Volunteer Programs-Citizens On Patrol	4,255	1,856	8,200	8,700
Volunteer Programs-Explorers	1,148	1,269	5,100	5,350
Vehicle Repair/Maintenance	34,041	32,456	72,000	70,000
Equipment Repair/Maintenance	1,502	2,680	10,200	6,000
Books/Publications	848	68	1,250	1,200
Clothing Allowance	20,992	13,028	31,000	37,000
Dues/Licenses	1,365	3,538	6,500	10,000
Fuel	44,577	43,639	103,000	90,000
Maintenance Supplies	340	96	1,000	1,000
Office/Shop Supplies	22,722	27,274	62,000	66,500
Postage	1,675	1,287	3,000	5,100
Sm Equip/Tools/Furniture	30,702	33,798	87,000	73,500
Phone/Internet	36,307	32,127	72,000	62,000
Total Materials & Services	772,303	816,689	1,735,450	1,826,700
Total Police	3,811,730	3,872,535	8,801,750	9,482,190

OVERALL GOAL

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

KEY OBJECTIVES

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

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



General Fund - Interdepartmental

Description	2013/14 Actual	2014/15 Actual	2015/17 Budget	2017/19 Adopted
Insurance Premiums/Claims	85,203	123,774	265,000	275,000
Dispatch Services - 911	0	0	0	0
Water Conservation Grant	37,783	0	0	0
Total Materials & Services	122,986	123,774	265,000	275,000
Transfers Out - Street Fund	0	0	0	150,000
Transfers Out - Debt Service (DJ Park)	78,500	44,000	112,850	96,100
Transfers Out - Debt Service (LID)	0	0	100,000	0
Transfers Out - HTCU	20,000	0	0	0
Total Transfers	98,500	44,000	212,850	246,100
Contingency	0	0	180,000	180,000
Total Contingency	0	0	180,000	180,000
Ending Balance	2,635,169	2,841,746	1,623,070	2,546,102
Total Ending Balance	2,635,169	2,841,746	1,623,070	2,546,102
Total Interdepartmental	2,856,655	3,009,520	2,280,920	3,247,202
Total General Fund Requirements	10,374,237	10,602,669	20,155,885	22,056,008



OVERALL GOAL

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

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

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

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

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

High Tech Crimes Unit Fund

Description	2013/14 Actual	2014/15 Actual	2015/17 Budget	2017/19 Adopted
Federal Grant	170,773	0	0	0
State Grant	0	0	0	0
Contributing Agencies	0	0	0	0
Federal Asset Forfeitures	59,814	4,377	0	0
State Asset Forfeitures	0	0	0	0
Total Intergovernmental	230,586	4,377	0	0
High Tech Crime Unit	0	0	0	0
Total Charges for Services	0	0	0	0
Miscellaneous Revenue	4,073	0	0	0
Total Miscellaneous	4,073	0	0	0
Transfer In - General Fund	20,000	0	0	0
Total Transfers	20,000	0	0	0
Carryover Balance	62,800	181,928	128,525	78,842
Total Carryover Balance	62,800	181,928	128,525	78,842
Total Revenues	317,460	186,305	128,525	78,842

High Tech Crimes Unit Fund

Description	2013/14 Actual	2014/15 Actual	2015/17 Budget	2017/19 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
City Facilities Rental (HTCU)	0	0	0	0
Travel/Training	210	0	0	0
Professional Services	2,112	0	0	0
Contract/Other Services	223	19	0	0
Investigations	45	0	0	0
Federal Grant Expense	106,788	0	0	0
State/Local Grant Expense	7,300	15	0	0
Asset Forfeiture Expense	1,845	56,968	108,525	0
Equipment Repair/Maintenance	360	0	0	0
Computer/Software Maintenance	0	65	0	0
Clothing Allowance	327	0	0	0
Computer Hardware/Software	1,911	1,544	0	0
Dues/Licenses	610	0	0	0
Fuel	20	0	0	0
Office/Shop Supplies	705	0	0	0
Postage	93	17	0	0
Sm Equip/Tools/Furniture	140	0	0	0
Phone/Internet	4,000	1,078	0	0
Total Materials & Services	126,687	59,705	108,525	0
Equipment	8,845	0	0	0
Total Capital Outlay	8,845	0	0	0
Transfers Out - Reserve Fund	0	0	0	78,842
Transfers Out - General Fund	0	0	20,000	0
Total Transfers Out	0	0	20,000	78,842
Total HTCU Operations	135,532	59,705	128,525	78,842

High Tech Crimes Unit Fund

Description	2013/14 Actual	2014/15 Actual	2015/17 Budget	2017/19 Adopted
Contingency	0	0	0	0
Total Contingency	0	0	0	0
Ending Balance	181,928	126,600	0	0
Total Ending Balance	181,928	126,600	0	0
Total Interdepartmental	181,928	126,600	0	0
Total High Tech Crime Unit Requirements	317,460	186,305	128,525	78,842

OVERALL GOAL

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

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

KEY OBJECTIVES

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

KEY PERFORMANCE MEASURES

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

2017/19 DEPARTMENT GOALS

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

Note:

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

Street Fund

Description	2013/14 Actual	2014/15 Actual	2015/17 Budget	2017/19 Adopted
Franchise - Electric	115,708	175,000	355,000	354,000
Franchise - Water	0	65,000	130,000	132,000
Total Taxes	115,708	240,000	485,000	486,000
Federal Capital Grants	0	0	0	0
State Grant - ODOT (Bike/Ped Funds)	422,875	0	0	0
State Gas Tax	988,393	1,002,001	1,996,800	2,138,960
Total Intergovernmental	1,411,268	1,002,001	1,996,800	2,138,960
Public Works Services	9,452	3,573	10,000	5,240
SDC Street Reimbursement	10,604	12,473	128,500	162,500
SDC Street Improvements	161,553	170,175	1,156,500	1,358,000
Street Utility Fee	449,946	480,162	1,000,000	1,215,000
Street Decorative Light Fee	0	0	9,000	920
Total Charges for Services	631,554	666,382	2,304,000	2,741,660
Interest Income	9,574	8,268	16,000	28,620
Total Interest Income	9,574	8,268	16,000	28,620
Miscellaneous Revenue	18,894	23,540	385,000	536,000
Total Miscellaneous	18,894	23,540	385,000	536,000
Transfers In - General Fund	0	0	0	150,000
Total Transfers	0	0	0	150,000
Carryover Balance	1,964,676	1,737,201	1,983,860	2,205,714
Total Carryover Balance	1,964,676	1,737,201	1,983,860	2,205,714
Total Street Revenues	4,151,674	3,677,393	7,170,660	8,286,954

Description	2013/14 Actual	2014/15 Actual	2015/17 Budget	2017/19 Adopted
Salaries & Wages	221,822	240,593	510,577	549,776
Overtime Wages	1,649	1,249	7,000	6,880
City Taxes and Benefits	140,011	147,598	345,432	396,600
Total Personnel Services	363,482	389,440	863,009	953,256
City Facilities Rental	36,900	36,900	80,000	80,000
City Equipment Rental	134,000	140,000	336,000	375,000
City Overhead Fees	135,000	150,000	300,000	300,000
Public Works Overhead Fees	280,000	245,000	500,000	514,000
Bank/VISA Fees	8,078	9,010	20,000	24,000
Lease/Rentals	608	440	0	0
Travel/Training	8,061	7,239	25,000	30,000
Professional Services	17,704	525	32,000	42,000
Contract/Other Services	47,589	65,941	110,000	116,000
Equipment Repair/Maintenance	881	0	0	0
Sidewalk/Bikepath/Tree Maintenance	7,160	0	30,000	250,000
Infrastructure Maintenance	65,913	118,266	577,000	965,000
Street Sign Maintenance	11,645	0	16,000	0
Street Light Maintenance (TOD)	6,587	0	0	0
Street Light Retrofit Project	13,915	0	0	0
Clothing Allowance	1,366	1,857	3,600	4,400
Dues/Licenses	196	492	700	1,200
Office/Shop/Safety Supplies	5,513	5,138	7,000	12,000
Sm Equip/Tools/Furniture	8,800	9,555	22,000	20,000
Phone/Internet	2,300	2,334	5,000	6,000
Street Lights	169,310	172,138	350,000	350,000
Total Materials & Services	961,528	964,835	2,414,300	3,089,600
Equipment	36,420	0	33,000	35,000
Prior Capital Projects	572,473	0	0	0
Beebe/Hamrick - Intersection	6,550	855	50,000	0
Crater Rail Crossing (Const)	0	0	500,000	475,000
Highway 99 project	97,248	14,763	0	0
Freeman Rd (CMAQ Project)	15,283	22,219	114,000	0
Street Improvements	0	272,835	245,000	377,000
Total Capital Projects	727,974	310,672	942,000	887,000
Transfers Out - DS (10th/Scenic/Upton)	32,600	32,000	64,700	0
Transfers Out - Pine Street Signals	0	0	0	60,000
Total Transfers Out	32,600	32,000	64,700	60,000
Total Street Operations/Capital Projects	2,085,585	1,696,947	4,284,009	4,989,856

Street Fund

SDC Capital Projects

Description	2013/14 Actual	2014/15 Actual	2015/17 Budget	2017/19 Adopted
Beebe/Hamrick (Signal)	0	0	150,000	0
Crater Rail Crossing	36,060	7,519	250,000	1,550,000
Hwy 99 Beautification Project	270,127	0	0	0
Freeman Rd (CMAQ Project)	0	0	114,000	275,000
Table Rock Road Project	0	0	150,000	248,000
Street Improvements/Ped Crossing	0	0	65,000	0
Total Capital Projects	306,187	7,519	729,000	2,073,000
Developer Reimbursements	0	0	450,000	0
Total Debt Service	0	0	450,000	0
Transfers Out - DS (10th/Scenic/Upton)	22,700	23,000	45,800	0
Transfers Out - Pine Street Signals	0	0	0	92,000
Total Transfers	22,700	23,000	45,800	92,000
Total Street SDC Capital Projects	328,887	30,519	1,224,800	2,165,000

Interdepartmental

Description	2013/14 Actual	2014/15 Actual	2015/17 Budget	2017/19 Adopted
Contingency	0	0	157,000	157,000
Total Contingency	0	0	157,000	157,000
Ending Balance	1,737,202	1,949,927	1,504,851	975,098
Total Ending Balance	1,737,202	1,949,927	1,504,851	975,098
Total Street Interdepartmental	1,737,202	1,949,927	1,661,851	1,132,098
Total Street Fund Requirements	4,151,674	3,677,393	7,170,660	8,286,954

OVERALL GOAL

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

KEY OBJECTIVES

- Park capital improvements funded through SDCs and grants

KEY PERFORMANCE MEASURES

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

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

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



Willie Mott Park



Forest Glen Park



Don Jones Park

Capital Improvement Fund

Description	2013/14 Actual	2014/15 Actual	2015/17 Budget	2017/19 Adopted
State Grants	33,000	0	60,000	150,000
Total Intergovernmental Revenue	33,000	0	60,000	150,000
SDC Park Reimbursement	23,172	41,089	123,800	339,000
SDC Park Improvements	118,565	144,293	134,600	366,000
Total Charges for Service	141,737	185,382	258,400	705,000
Interest Income	640	672	1,400	4,000
Total Interest Income	640	672	1,400	4,000
Miscellaneous Income	0	0	0	0
Total Interest Income	0	0	0	0
Transfers in	0	0	0	0
Total Transfers	0	0	0	0
Carryover Balance	117,955	139,392	157,955	360,462
Total Carryover	117,955	139,392	157,955	360,462
Total CIP Revenues	293,331	325,446	477,755	1,219,462

Description	2013/14 Actual	2014/15 Actual	2015/17 Budget	2017/19 Adopted
Prior Capital Projects	36,941	0	0	0
Bohnert Farm Park	0	0	0	150,000
Total Capital Projects	36,941	0	0	150,000
Total Park Capital Projects	36,941	0	0	150,000

Capital Improvement Fund

Description	2013/14 Actual	2014/15 Actual	2015/17 Budget	2017/19 Adopted
Building/Concession Stand/DJ Park	0	0	80,000	29,000
Pfaff Park Playground/ADA Compliance	0	0	0	60,000
Beebe/Gebhard Park	0	0	0	425,000
Prior Capital Projects	27,716	0	0	0
Total SDC Capital Projects	27,716	0	80,000	514,000
Developer SDC Credit Obligations	24,282	8,302	55,000	50,000
Total Debt Service	24,282	8,302	55,000	50,000
Transfer Out - Debt Service (DJ Park)	60,000	100,000	143,900	143,800
Total Transfers Out	60,000	100,000	143,900	143,800
Total Park SDC Capital Projects	111,998	108,302	278,900	707,800

Description	2013/14 Actual	2014/15 Actual	2015/17 Budget	2017/19 Adopted
Transfers Out - General Fund	0	0	0	0
Transfers Out - Debt Service Fund	5,000	0	0	0
Total Transfers	5,000	0	0	0
Ending Balance	139,392	217,144	198,855	361,662
Total Ending Balance	139,392	217,144	198,855	361,662
Total Interdepartmental	144,392	217,144	198,855	361,662
Total Capital Improvements	293,331	325,446	477,755	1,219,462



OVERALL GOAL

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

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

KEY OBJECTIVES

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

KEY PERFORMANCE MEASURES

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



Reserve Fund

Description	2013/14 Actual	2014/15 Actual	2015/17 Budget	2017/19 Adopted
Interest Income	2,873	2,847	6,000	6,000
Total Interest	2,873	2,847	6,000	6,000
Transfers In- Facilities Maintenance	80,000	0	0	0
Transfers In- HTCUC Fund	0	0	0	78,842
Transfers In- Fleet Maintenance	0	0	50,000	50,000
Total Transfers	80,000	0	50,000	128,842
Carryover Balance	487,096	569,969	572,850	631,204
Total Carryover	487,096	569,969	572,850	631,204
Total Reserve Fund Revenues	569,969	572,816	628,850	766,046

Description	2013/14 Actual	2014/15 Actual	2015/17 Budget	2017/19 Adopted
Facility Improvements	0	0	0	0
Equipment	0	0	0	0
Vehicles	0	0	0	0
Total Reserve Fund Projects	0	0	0	0
Ending Balance	569,969	572,816	628,850	766,046
Total Ending Balance	569,969	572,816	628,850	766,046
Total Interdepartmental	569,969	572,816	628,850	766,046
Total Reserve Fund	569,969	572,816	628,850	766,046

OVERALL GOAL

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

KEY OBJECTIVES

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

KEY PERFORMANCE MEASURES

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

**Debt Summary Recap
For Fiscal Years 2017/2019**

Debt Per Capita
\$574

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

*\$111,290 of SDC Developer Obligation credits amount is an estimate only

*\$251,338 of SDC Developer Obligation credits expire December 2017

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

Debt Service Fund

Description	2013/14 Actual	2014/15 Actual	2015/17 Budget	2017/19 Adopted
Federal Capital Grant (STIP)	162,864	162,863	325,728	0
Total Intergovernmental	162,864	162,863	325,728	0
City Facilities Rental	192,000	192,000	384,000	384,000
Debt Service Fees	31,362	30,007	85,400	410,670
Total Charges for Services	223,362	222,007	469,400	794,670
LID Principal Payments	42,373	30,925	40,000	40,000
LID Interest Payments	9,194	3,614	4,000	4,000
Total Special Assessments	51,567	34,539	44,000	44,000
Interest Income	326	618	500	2,000
Total Interest Income	326	618	500	2,000
Miscellaneous Revenue	0	55,900	0	0
Total Miscellaneous	0	55,900	0	0
Transfers In - General Fund (DJ Park)	78,500	44,000	112,850	96,100
Transfer In - General Fund (LID debt)	0	0	100,000	0
Transfers In - Street Op (10th/Scenic)	32,600	32,000	64,700	0
Transfers In - Street SDC (10th/Scenic)	22,700	23,000	45,800	0
Transfers In - Street Op (Pine Street Signals)	0	0	0	60,000
Transfers In - Street SDC (Pine Street Signals)	0	0	0	92,000
Transfers In - CIP- SDC Parks (DJ Park)	65,000	100,000	143,900	143,800
Total Transfers	198,800	199,000	467,250	391,900
Carryover Balance	47,015	41,943	14,769	101,336
Total Carryover	47,015	41,943	14,769	101,336
Total Debt Service Revenues	683,934	716,870	1,321,647	1,333,906

Debt Service Fund

Description	2013/14 Actual	2014/15 Actual	2015/17 Budget	2017/19 Adopted
10th/Scenic/Upton - Interest	34,415	4,752	0	0
10th/Scenic/Upton - Principal	212,000	221,000	0	0
City Hall Bond Interest	69,718	2,125	0	0
City Hall Bond Principal	120,000	125,000	0	0
Don Jones Park - Interest	28,500	2,400	0	0
Don Jones Park - Principal	115,000	120,000	0	0
LID Bond Interest	12,358	8,743	12,510	1,655
LID Bond Principal	50,000	110,000	110,000	35,830
Pine Street Signals - Interest	0	0	0	45,933
Pine Street Signals - Principal	0	0	0	115,000
E. Pine Streetscape - Interest (CP Dev Comm)	0	0	0	192,670
E. Pine Streetscape - Principal (CP Dev Comm)	0	0	0	217,000
Series 2014 Interest	0	51,684	105,370	64,865
Series 2014 Principal	0	52,680	1,056,000	569,040
Total Debt Service	641,991	698,383	1,283,879	1,241,993
Ending Balance	41,943	18,487	37,768	91,913
Total Ending Balance	41,943	18,487	37,768	91,913
Total Debt Service	683,934	716,870	1,321,647	1,333,906



OVERALL GOAL

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

KEY OBJECTIVES

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

PERFORMANCE MEASURES

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



Building Fund - Community Development-Building

Description	2013/14 Actual	2014/15 Actual	2015/17 Budget	2017/19 Adopted
Building Permits - Residential	68,285	62,248	110,000	145,000
Building Permits - Commercial	10,810	14,788	95,000	80,000
Building Plan Review	53,683	67,259	70,000	166,000
Electrical Permits	28,288	28,491	40,000	53,000
Mechanical Permits	9,546	16,613	16,200	45,000
Plumbing Permits	31,554	39,461	40,000	62,000
Total Charges for Service	202,166	228,860	371,200	551,000
Interest Income	1,043	1,486	2,400	6,000
Total Interest Income	1,043	1,486	2,400	6,000
Miscellaneous Revenue	1,843	1,183	0	0
Total Miscellaneous	1,843	1,183	0	0
Carryover Balance	137,823	182,632	214,625	408,782
Total Carryover	137,823	182,632	214,625	408,782
Total Building Fund Revenues	342,875	414,162	588,225	965,782



Building Fund - Community Development-Building

Description	2013/14 Actual	2014/15 Actual	2015/17 Budget	2017/19 Adopted
Salaries & Wages	103,878	83,818	234,550	271,905
City Taxes and Benefits	42,321	38,822	118,470	166,370
Total Personnel Services	146,199	122,640	353,020	438,275
City Facilities Rental	0	0	20,000	20,000
City Equipment Rental	2,200	2,200	4,700	5,000
City Overhead Fees	0	0	0	45,000
Travel/Training	657	1,605	3,500	6,000
Contract/Other Services	8,741	7,767	18,000	22,000
Books/Publications	0	982	2,500	3,000
Dues/Licenses	690	475	1,200	1,200
Office/Shop Supplies	674	296	1,000	1,000
Postage	43	57	200	200
Phone/Internet	1,036	927	2,800	1,500
Total Materials & Services	14,041	14,308	53,900	104,900
Total Building Operations	160,240	136,948	406,920	543,175

Description	2013/14 Actual	2014/15 Actual	2015/17 Budget	2017/19 Adopted
Contingency	0	0	4,500	5,560
Total Contingency	0	0	4,500	5,560
Ending Balance	182,635	277,214	176,805	417,047
Total Ending Balance	182,635	277,214	176,805	417,047
Total Interdepartmental	182,635	277,214	181,305	422,607
Total Building Fund Requirements	342,875	414,162	588,225	965,782



OVERALL GOAL

The Water Fund provides for the delivery and adequate supply of treated 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 is an Enterprise Fund and is self-supporting primarily from water sales which are estimated at \$6 million for this 2015/2017 biennial budget period. Other revenue is provided through services fees and meter installations. System Development Charges (SDCs) are paid by new developments and used to fund expansion of the water system as well as debt obligations for the Vilas Water Reservoir.

KEY OBJECTIVES

- Replacement & Reinvestment Funds – Project #1 is to demolish the City shop reservoir and corresponding pump changes; Project #2 is to install radio read meters as part of a 5-10 year project to upgrade all the City’s water meters. This is a carryover from the last budget because we had to divert funds to handle Freeman Road expenses.
- Laurel Street – construction of Phase 1 of Laurel Street from Front to 4th.
- E. Pine – Continuation of Urban Renewal project to finish replacement waterline from 7th to 10th Street.
- Phase updates to water master plan over the next couple of years.

KEY PERFORMANCE MEASURES

- Seasonal Water Use: Summer consumption has been easier to measure with the revised water rates, but peaks are still hard to determine based upon summer temperatures, fires and duration of warmer weather.
- Unplanned Service Disruptions: This measure indicates the number of system failures in which multiple customers experience outages during water system break downs, and is a standard performance measure in the budget document

**UNPLANNED SERVICE DISRUPTIONS
(Water main lines break less than 4 hours)**

	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17
CP Distributions	1	2	0	1	2
Industry Standard	4	4	4	4	4

**UNPLANNED SERVICE DISRUPTIONS
(Water main lines break more than 4 hours)**

	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17
CP Distributions	0	1	2	0	0
Industry Standard	4	4	4	4	4

2017/19 DEPARTMENT GOALS

- Limit unplanned water services
- Continued monitoring of Lead
- Work with Medford Water Commission on corrosion planning.

Note:

1. Water Fund FTE’s 7
2. For organizational chart see pg. 92.

Water Fund

Description	2013/14 Actual	2014/15 Actual	2015/17 Budget	2017/19 Adopted
Penalty Charges	76,668	71,865	150,000	142,066
Public Works Fees	3,935	0	2,000	0
SDC Water Improvements	89,393	83,253	120,000	134,620
SDC Water Reimbursement	23,297	24,756	60,000	50,132
Administrative Fees	9,700	10,710	18,000	35,880
System Repair & Replacement	90,942	100,248	180,000	209,490
Water Connect Charges	19,750	28,704	24,000	42,740
Backflow Service Fees	0	0	88,200	121,140
Water Sales	2,686,369	2,742,327	5,470,000	6,226,962
Total Charges for Service	3,000,055	3,061,863	6,112,200	6,963,030
Interest Income	6,155	7,670	12,000	32,764
Total Interest Income	6,155	7,670	12,000	32,764
Miscellaneous Revenue	29,964	27,566	16,000	0
Financing Proceeds	0	0	22,000	0
Total Miscellaneous	29,964	27,566	38,000	0
Carryover Balance	1,299,427	1,697,619	1,860,995	2,377,253
Total Carryover	1,299,427	1,697,619	1,860,995	2,377,253
Total Water Revenues	4,335,600	4,794,718	8,023,195	9,373,047



Description	2013/14 Actual	2014/15 Actual	2015/17 Budget	2017/19 Adopted
Salaries & Wages	379,278	375,198	841,500	916,853
Overtime Wages	4,125	3,265	16,000	16,000
City Taxes and Benefits	243,296	236,371	549,300	639,795
Total Personnel Services	626,700	614,834	1,406,800	1,572,648
City Facilities Rental	40,000	40,000	97,000	97,000
City Equipment Rental	85,000	89,000	210,000	237,000
City Overhead Fees	355,000	445,000	890,000	750,000
Public Works Overhead Fees	227,000	200,000	410,000	430,000
Bad Debt	203	0	0	0
Bank/VISA Fees	8,078	9,010	20,000	19,000
Insurance Premiums/claims	0	2,700	0	0
Travel/Training	10,350	11,663	27,000	50,000
Professional Services	20,882	28,931	40,000	20,000
Contract Services	61,230	72,726	142,000	120,000
Other Services (Backflow)	0	0	88,200	0
Utility Discount	0	0	10,000	2,400
Infrastructure Maintenance	106,526	110,957	210,000	220,000
SCADA Software Maintenance	0	2,670	20,000	17,000
Water Rights Maintenance	24,350	24,788	64,000	54,000
Books/Publications	187	300	700	500
Clothing Allowance	1,451	1,949	4,400	8,000
Dues/Licenses	3,153	3,320	4,000	4,000
Office/Shop Supplies	10,584	5,736	10,000	10,000
Safety/Ergonomic Supplies	0	0	0	5,000
Postage	110	377	550	300
Sm Equip/Tools/Furniture	4,929	4,750	10,000	24,000
Electric	29,313	33,201	63,000	70,000
Phone/Internet	9,830	11,490	23,500	30,000
MWC Water Purchase	598,484	603,930	1,390,000	1,435,000
Water Franchise Fee	0	65,000	130,000	133,000
Total Materials & Services	1,596,657	1,767,496	3,864,350	3,736,200
Equipment	0	0	27,000	29,000
Prior Capital Projects	19,481	0	0	0
Infrastructure Improvements	0	14,833	275,000	850,000
Freeman Rd (CMAQ Project)	0	88,638	200,000	0
R&R Projects	0	1,225	115,000	200,000
Total Capital Projects	19,481	104,695	617,000	1,079,000
Note Payable Int - 10th/Scenic/Upton	8,627	8,500	0	0
Note Payable - Pine Water Line - Front to 7th	0	0	0	77,280
Loan Interest - Water Reservoir	386,145	183,960	354,300	251,828
Note Payable Princ - 10th/Scenic/Upton	0	0	25,300	0
Loan Principal - Water Reservoir-Refinancing	0	196,776	413,900	589,935
Total Debt Service	394,772	389,236	793,500	919,043
Total Water Operations/Capital Projects	2,637,610	2,876,261	6,681,650	7,306,891

Water Fund

Description	2013/14 Actual	2014/15 Actual	2015/17 Budget	2017/19 Adopted
Capital Projects -Equipment	0	0	65,000	0
Capital Projects	0	0	0	255,000
Water Reservoir	0	0	50,000	25,000
Total Capital Projects	0	0	115,000	280,000
Developer Reimbursements	371	0	35,000	35,000
Total Debt Service	371	0	35,000	35,000
Total Water SDC Capital Projects	371	0	150,000	315,000

Description	2013/14 Actual	2014/15 Actual	2015/17 Budget	2017/19 Adopted
Contingency	0	0	151,100	151,100
Total Contingency		0	151,100	151,100
Ending Balance	1,697,619	1,918,457	1,040,445	1,600,056
Total Ending Balance	1,697,619	1,918,457	1,040,445	1,600,056
Total Interdepartmental	1,697,619	1,918,457	1,191,545	1,751,156
Total Water Fund Requirements	4,335,600	4,794,718	8,023,195	9,373,047



OVERALL GOAL

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

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

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

KEY OBJECTIVES

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

KEY PERFORMANCE MEASURES

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

Dollar Value of Flood Damage Claims				
	2012	2013	2014	2015
<i>Dollar amount</i>	\$0	\$0	\$0	\$0

2017/19 DEPARTMENT GOALS

- | | |
|--|---|
| <ul style="list-style-type: none"> • Maintain CRS Rating collaboration with Planning • Street sweep arterials/collectors weekly • Limit localized and seasonal flooding • Quickly verify water quality issues • Inspect for illegal track out for new development | <ul style="list-style-type: none"> • Protect stream system from toxins • Construction of Beall Lane Storm Drainage to fill missing Gap • Construction of new Rose Valley Pedestrian Bridge |
|--|---|

Stormwater Fund

Description	2013/14 Actual	2014/15 Actual	2015/17 Budget	2017/19 Adopted
Public Works Fees	31	630	1,000	300
SDC Stormwater Fees - Imp	52,834	45,417	139,500	90,000
SDC Stormwater Fees - Reimb	0	0	12,200	24,000
Stormwater Quality Fees	112,478	114,236	220,000	231,814
Stormwater Utility Fees	707,406	716,088	1,415,000	1,463,092
Total Charges for Services	872,749	876,371	1,787,700	1,809,206
Interest Income	3,740	4,384	7,000	15,894
Total Interest Income	3,740	4,384	7,000	15,894
Miscellaneous Revenue	1,684	5,673	2,000	0
Loan Proceeds	0	0	0	0
Total Miscellaneous Revenue	1,684	5,673	2,000	0
Carryover Balance	662,025	850,205	934,860	1,084,275
Total Carryover Balance	662,025	850,205	934,860	1,084,275
Total Stormwater Revenues	1,540,198	1,736,633	2,731,560	2,909,375



Description	2013/14 Actual	2014/15 Actual	2015/17 Budget	2017/19 Adopted
Salaries & Wages	123,471	129,928	302,600	224,025
Overtime Wages	591	263	6,800	6,800
City Taxes and Benefits	77,500	77,738	201,000	167,736
Total Personnel Services	201,563	207,929	510,400	398,561
City Facilities Rental	27,000	27,000	60,000	60,000
City Equipment Rental	40,000	45,000	119,800	132,000
City Overhead Fees	85,000	113,000	226,000	172,000
Public Works Overhead Fees	112,000	110,000	226,000	250,000
Bank/VISA Fees	8,078	9,010	20,000	18,000
Lease/Rentals	831	12,016	46,000	40,000
Travel/Training	1,686	2,422	7,000	7,000
Professional Services	34,019	17,136	15,000	16,000
Contract/Other Services	26,689	25,033	56,000	44,000
Infrastructure Maintenance	9,201	9,009	20,000	10,000
Clothing Allowance	910	740	2,000	4,000
Dues/Licenses	773	669	500	1,000
Office/Shop Supplies	5,131	4,735	8,400	10,000
Safety/Ergonomic Supplies	0	0	0	5,000
Postage	30	2,909	6,000	0
Sm Equip/Tools/Furniture	1,353	10,759	20,000	12,000
Disposal	3,947	3,893	10,000	8,000
Phone/Internet	1,470	1,233	3,000	2,400
Total Materials & Services	358,119	394,564	845,700	791,400
Equipment	0	0	35,000	20,000
Prior Capital Projects	51,497	0	0	0
Jetter Truck Lease/Purchase	0	0	0	93,000
Capital Projects	0	0	0	85,000
Freeman Rd (CMAQ Project)	0	0	162,000	0
Skyrman Park - Arboretum	0	5,963	50,000	0
Total Capital Projects	51,497	5,963	247,000	198,000
Debt Service (10th/Scenic/Upton)	9,000	9,000	0	0
Note Payable Princ-10th/Scenic/Upton	0	0	36,640	0
Total Debt Service	9,000	9,000	36,640	0
Total Stormwater Operations/Cap. Projects	620,178	617,456	1,639,740	1,387,961

Stormwater Fund - Quality

Description	2013/14 Actual	2014/15 Actual	2015/17 Budget	2017/19 Adopted
Travel/Training	1,348	1,484	4,000	4,000
Professional Services	7,488	1,559	20,000	20,000
Contract/Other Services	45,785	48,097	90,000	90,000
Stormwater Quality Projects	0	2,539	5,000	2,000
Postage	0	500	5,000	5,000
Total Materials & Services	54,622	54,179	124,000	121,000
Freeman Rd (CMAQ Project)	0	51,500	100,000	0
Capital Projects	0	0	0	70,000
Total Capital Projects	0	51,500	100,000	70,000
Transfer Out - General Fund	0	0	0	0
Total Transfers Out	0	0	0	0
Total Stormwater Quality	54,622	105,679	224,000	191,000



Stormwater Fund

Description	2013/14 Actual	2014/15 Actual	2015/17 Budget	2017/19 Adopted
Capital Projects	1,240	0	0	0
Freeman Rd (CMAQ Project)	0	11,000	38,000	0
Comet Avenue (And Victoria)	0	0	40,000	0
Total Capital Projects	1,240	11,000	78,000	0
Debt Service -10th/Scenic/Upton	11,500	11,500	22,460	0
Developer Reimbursements	2,453	1,636	13,000	8,000
Total Debt Service	13,953	13,136	35,460	8,000
Total Stormwater SDC Capital Projects	15,193	24,136	113,460	8,000

Description	2013/14 Actual	2014/15 Actual	2015/17 Budget	2017/19 Adopted
Transfers Out - General Fund	0	0	0	0
Total Transfers Out	0	0	0	0
Contingency	0	0	46,500	46,500
Total Contingency	0	0	46,500	46,500
Ending Balance	850,205	989,363	707,860	1,275,914
Total Ending Balance	850,205	989,363	707,860	1,275,914
Total Interdepartmental	850,205	989,363	754,360	1,322,414
Total Stormwater Requirements	1,540,198	1,736,634	2,731,560	2,909,375



Overall Goal

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

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

Key Objectives

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

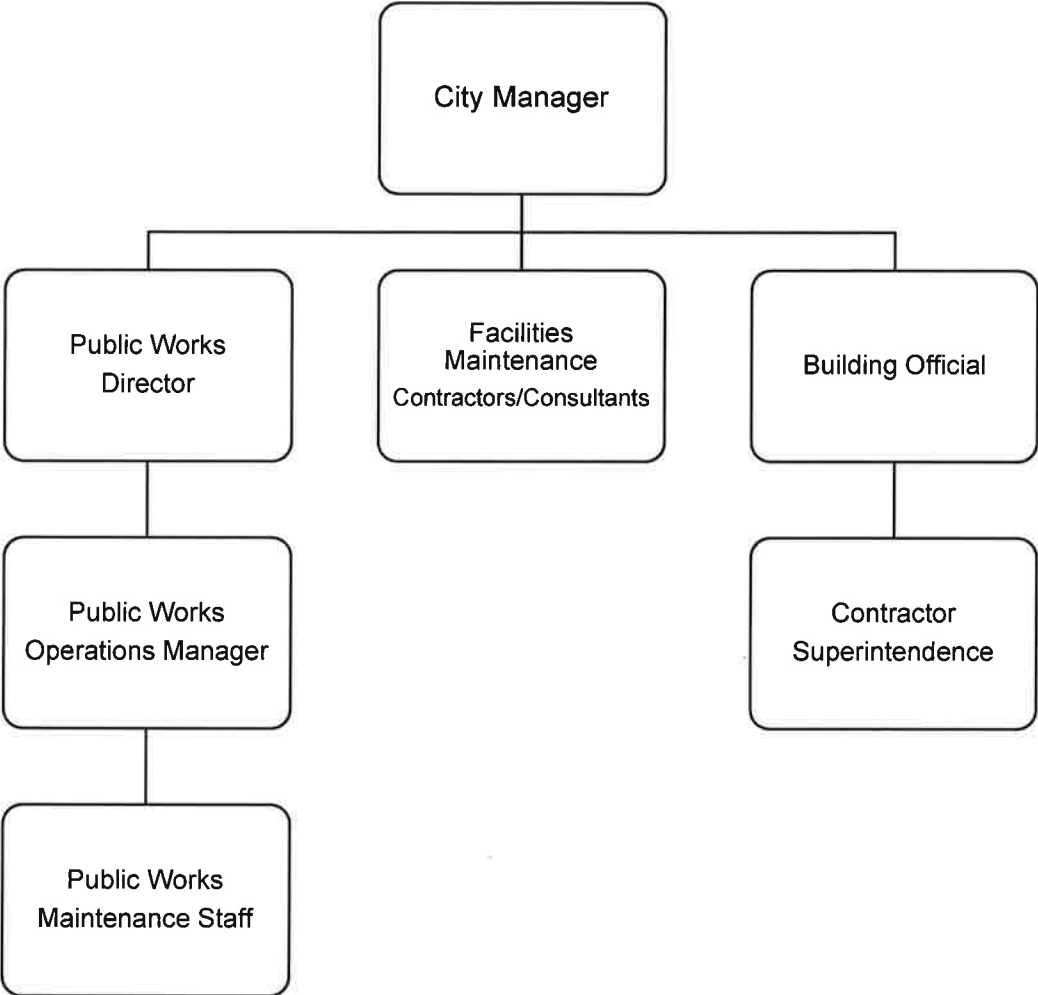
Performance Measures

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

Internal Services Fund

Description	2013/14 Actual	2014/15 Actual	2015/17 Budget	2017/19 Adopted
Federal Grants	0	0	0	0
Total Intergovernmental	0	0	0	0
City Facilities Rental	232,600	232,600	536,000	538,400
City Equipment Rental	295,700	312,700	748,000	832,000
Public Works Overhead Fees	619,000	555,000	1,136,000	1,194,000
Urban Renewal Services	0	0	10,000	10,000
Public Works Fees	26,925	38,564	40,000	60,000
Rental Income	2,954	2,409	2,000	4,000
Sale of Assets	29,987	0	2,000	2,000
Total Charges for Service	1,207,165	1,141,273	2,474,000	2,640,400
Interest Income	1,592	1,562	1,000	5,000
Total Interest Income	1,592	1,562	1,000	5,000
Miscellaneous Revenue	8,439	12,097	2,000	2,000
Total Miscellaneous	8,439	12,097	2,000	2,000
Carryover Balance	233,316	239,394	153,380	354,607
Total Carryover	233,316	239,394	153,380	354,607
Total Internal Services Revenues	1,450,513	1,394,326	2,630,380	3,002,007

Facilities Maintenance



OVERALL GOAL

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

PROJECTS 2017-2019

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

KEY OBJECTIVES

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

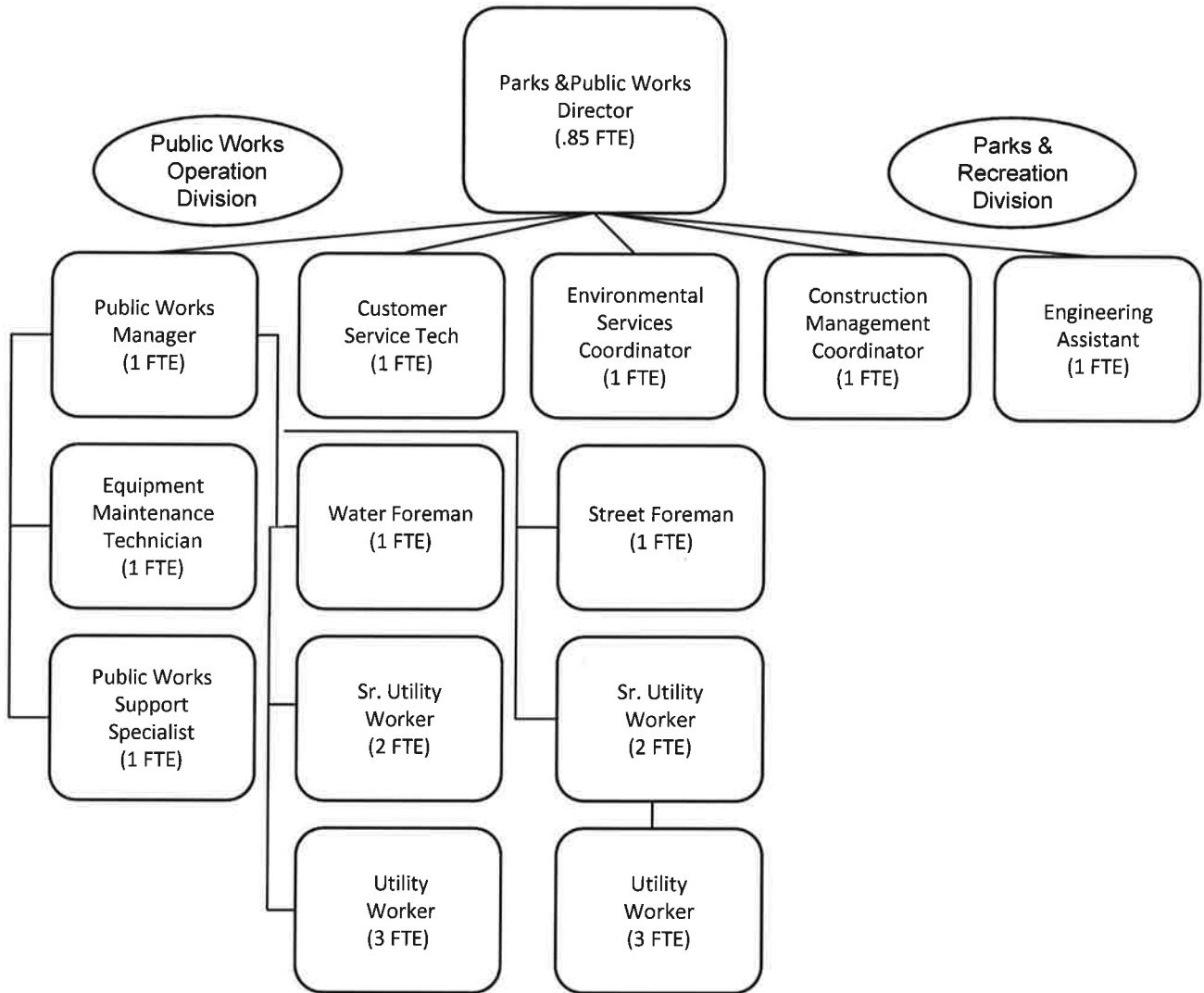
PERFORMANCE MEASURES

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

Internal Services Fund - Facilities Maintenance

Description	2013/14 Actual	2014/15 Actual	2015/17 Budget	2017/19 Adopted
City Overhead Fees	13,000	13,000	26,000	26,000
Contract/Other Services	46,002	90,731	187,500	200,000
Building/Grounds Maintenance	64,285	62,300	112,500	115,000
Maintenance Supplies	6,913	6,472	11,500	13,000
Sm Equip/Tools/Furniture	4,177	442	4,000	10,000
Electric	63,290	62,699	120,000	130,000
Natural Gas	9,555	8,085	44,000	44,000
Phone/Internet	842	206	2,000	2,000
Water/Sewer/Stormwater	3,459	4,272	12,000	12,000
Total Materials & Services	211,524	248,208	519,500	552,000
City Facility Improvements	0	0	40,000	100,000
Equipment	26,016	0	0	0
Total Capital Projects	26,016	0	40,000	100,000
Total Facilities	237,540	248,208	559,500	652,000

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



OVERALL GOAL

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

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

KEY OBJECTIVES

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

KEY PERFORMANCE MEASURES

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

2017/2019 DEPARTMENT GOALS

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

Internal Services Fund - Public Works Administration

Description	2013/14 Actual	2014/15 Actual	2015/17 Budget	2017/19 Adopted
Salaries & Wages	304,521	320,080	551,200	616,561
Overtime Wages	1,839	959	9,000	9,000
City Taxes and Benefits	157,785	160,733	309,300	372,458
Total Personnel Services	464,146	481,772	869,500	998,019
City Overhead Fees	100,000	112,000	224,000	224,000
Travel/Training	5,587	2,732	12,000	6,000
Professional Services	25,093	44,831	60,000	70,000
Contract/Other Services	1,198	1,026	2,000	2,000
Books/Publications	119	213	1,000	500
Dues/Licenses	736	940	1,100	500
Office/Shop Supplies	3,500	5,030	10,000	10,000
Postage	1,429	971	4,000	4,000
Sm Equip/Tools/Furniture	0	0	0	0
Phone/Internet	4,037	3,797	9,000	7,600
Total Materials & Services	141,700	171,538	323,100	324,600
Total Public Works Administration	605,846	653,311	1,192,600	1,322,619

OVERALL GOAL

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

Note: This does not include the police vehicles.

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

KEY OBJECTIVES

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

KEY PERFORMANCE MEASURES

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

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

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

2017/2019 DEPARTMENT GOALS

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

Internal Services Fund - Fleet Maintenance

Description	2013/14 Actual	2014/15 Actual	2015/17 Budget	2017/19 Adopted
Salaries & Wages	50,448	50,830	112,450	101,420
Overtime Wages	0	0	1,000	1,000
City Taxes and Benefits	30,113	30,175	72,650	73,020
Total Personnel Services	80,561	81,005	186,100	175,440
Lease/Rentals	10,509	16,639	24,000	112,000
Travel/Training	118	226	800	4,000
Contract/Other Services	24,828	33,273	60,000	70,000
Vehicle Repair/Maintenance	6,674	10,245	16,000	54,000
Equipment Repair/Maintenance	27,831	22,679	40,000	50,000
Clothing Allowance	0	12	500	500
Fuel	51,571	44,483	108,000	75,000
Office/Shop/Safety Supplies	1,037	188	1,000	14,000
Sm Equip/Tools	9,309	5,539	15,000	44,000
Disposal	0	0	200	0
Phone/Internet	1,652	2,235	4,000	4,000
Total Materials & Services	133,530	135,518	269,500	427,500
Equipment	73,642	76,697	307,000	210,000
Vehicles	0	0	0	0
Total Capital Outlay	73,642	76,697	307,000	210,000
Total Fleet Maintenance	287,733	293,221	762,600	812,940

Internal Services Fund - Interdepartmental

Description	2013/14 Actual	2014/15 Actual	2015/17 Budget	2017/19 Adopted
Transfer Out - Facility Reserves	80,000	0	50,000	50,000
Transfer Out - Equipment Reserves	0	0	0	0
Total Transfers Out	80,000	0	50,000	50,000
Ending Balance	239,394	199,586	65,680	164,448
Total Ending Balance	239,394	199,586	65,680	164,448
Total Interdepartmental	319,394	199,586	115,680	214,448
Total Internal Services Requirements	1,450,513	1,394,326	2,630,380	3,002,007



Appendix

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

Projects for 2017/2019

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

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

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

Administration

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

Community Development/Building

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

Finance

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

Information Technology

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

Parks and Recreation

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

Public Works

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

Police Department

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

Salary Schedule

Classification Pay Plan Effective July 1, 2017

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

Classification Title	Grade	Step A	Step B	Step C	Step D	Step E	Step F
Grade 2-3	GS2-3	15.95	16.75	17.59	18.47	19.39	20.36
Office Assistant		2,765	2,903	3,049	3,201	3,361	3,529
Grade 4	GS4	17.40	18.27	19.18	20.14	21.15	22.21
Account Clerk: Finance/Public Works		3,016	3,167	3,325	3,491	3,666	3,850
Community Development Support Specialist							
Parks Maintenance Worker							
Utility Worker							
Grade 5	GS5	19.55	20.53	21.56	22.64	23.77	24.96
Assistant Engineering Technician		3,389	3,559	3,737	3,924	4,120	4,326
Customer Service Technician							
Equipment Maintenance Technician							
Planning Technician							
Recreation Programs Coordinator							
Senior Utility Worker							
Grade 6	GS6	21.65	22.73	23.87	25.06	26.31	27.63
Acctg/Business Services Coordinator		3,753	3,940	4,137	4,344	4,560	4,789
Parks Lead							
Recreation Coordinator: Special Events/Mktg							
Grade 7	GS7	23.87	25.06	26.31	27.63	29.01	30.46
Community Planner I		4,137	4,344	4,560	4,789	5,028	5,280
Foreman: Streets, Water							
Grade 8	GS8	26.71	28.05	29.45	30.92	32.47	34.09
Community Planner II		4,630	4,862	5,105	5,359	5,628	5,909
Construction Management Coordinator							
Environmental Services/GIS Coordinator							
Information Technology Specialist							
Grade 9	GS9	29.65	31.13	32.69	34.32	36.04	37.84
		5,139	5,396	5,666	5,949	6,247	6,559

Part B: Police Bargaining Unit Positions

Classification Title	Grade	Step A	Step B	Step C	Step D	Step E	Step F
Police Support Specialist	P110	3,110	3,266	3,429	3,600	3,780	3,969
Community Services Officer	P117	3,300	3,465	3,638	3,820	4,011	4,212
Police Officer	P145	4,230	4,442	4,664	4,897	5,142	5,399
Corporal	P150	4,678	4,912	5,158	5,416	5,687	5,971

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

Classification Title	Band	Minimum	Maximum
Accountant/Finance Supervisor	I	5,150	6,900
City Recorder	I	5,150	6,900
Parks & Recreation Manager	I	5,150	6,900
Public Works Operations Manager	I	5,150	6,900
Building Division Manager	II	6,150	8,000
Department Director (CD, FIN, HR, IT, PPW)	III	6,500	9,150
Police Office Manager	P-I	4,150	5,600
Police Lieutenant (non-exempt)	P-II	5,700	7,600
Police Captain	P-III	6,800	8,800
Police Chief	P-IV	7,900	10,050

Approved by Council 5/25/2017

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

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

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

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

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

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

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

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

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

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

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

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

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

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

week.

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

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

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

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

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

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

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

L Line-Item Budget: The traditional form of budgeting

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

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

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

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

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

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

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

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

R Requirements: Total expenditures and unappropriated fund balance.

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

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

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

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

transportation, storm drains, and parks costs.

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

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

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

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

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

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

Chart of Account Descriptions

Account Descriptions (In alphabetical order)

Books/Publications (Acct #6610)

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

Building/Grounds Maintenance: (Acct# 6530)

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

Computer Hardware/Software: (Acct# 6630)

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

Computer Maintenance/Repair: (Acct#6550)

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

Contract/Other Services: (Acct# 6360)

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

Weed Abatement

Cad Support

Chemical & Lab Testing

Dispatch Services

Election costs

Inspectors

Instructors

Janitor

Laundry Service

Prisoner Expense

Recruitment costs

Safety Services

Traffic Lights, Paint & Reflectors, Traffic Signs & Poles

Utility Locates

Equipment Repair/Maintenance: (Acct# 6520)

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

Lease/Rentals: (Acct#6270)

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

Office/Shop Supplies: (Acct# 6680)

Any supply needed to operate an office or shop including:

Drafting, Survey, Engineering supplies

Safety Supplies

Writing, Printing, Recording supplies

Phones/Internet:

(Acct# 6740)

- Cell Phones
- Direct Line Phones
- Internet Service
- Long Distance
- Pagers

Professional Services:

(Acct# 6350)

Any "white collar" service such as:

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

Vehicle Repair/Maintenance:

(Acct# 6510)

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

Sm Equip/Tools/Furniture:

(Acct# 6695)

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

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

Travel/Training:

(Acct# 6280)

Any expense associated with training, including onsite training costs.

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

Capital Outlay Expenses:

(Acct # 7000 - 7499)

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

Acronyms

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

Legal Compliance

Affidavit of Publication, April 24, 2017 and May 1, 2017 L-2
Resolution 1507 Certifying the Provision of Certain Municipal Services L-3
Resolution 1508 Electing to Receive State Revenue Sharing Funds L-4
Resolution 1509 Adopting the Annual Budget Making Appropriations and Levying Taxes L-5
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

Legal Compliance

City of Central Point
140 S. Third Street
Central Point, OR 97502

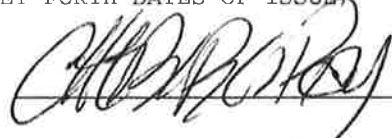
Affidavit of Publication

THIS IS NOT A BILL

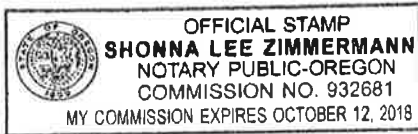
CASE NO.

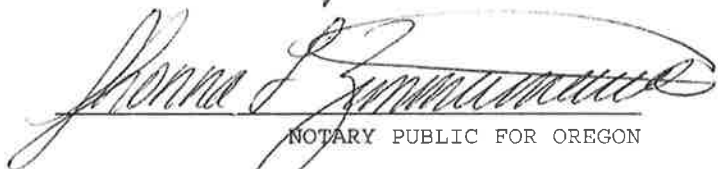
State of Oregon
County of Jackson

I, Cheri R. Gray, 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 PUBLIC NOTICE, a printed copy of which is hereto annexed, was published in the entire issue of said newspaper for 1 (One) successive and consecutive insertion(s) in the following issues 4/14/2017, (HERE SET FORTH DATES OF ISSUE)



Subscribed and sworn to before me this 20 day of April, 2017.




NOTARY PUBLIC FOR OREGON

My commission expires 12 day of October, 2018.

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

PUBLICATION	EXPIRE DATE	AD CAPTION	# TIMES	AMOUNT	PO
Mail Tribune	4/14/2017	Budget Committee Meetings	1 (One)	168.59	

RESOLUTION NO. 1507

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

Recitals:

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

Therefore, the City of Central Point resolves as follows:

That the citizens of Central Point are provided the following services;

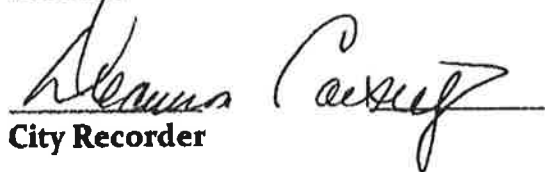
- Police protection
- Street construction, maintenance and lighting
- Storm sewers
- Planning, zoning and subdivision control
- Water utilities

Passed by the Council and signed by me in authentication of its passage on June 8, 2017.



Mayor Hank Williams

ATTEST:



City Recorder

RESOLUTION NO. 1508

A RESOLUTION ELECTING TO RECEIVE STATE REVENUE SHARING FUNDS FOR FISCAL YEAR JULY 1, 2017 – JUNE 30, 2018

Recitals:

The State of Oregon sets forth requirements for eligibility of State Revenue Sharing funds. The City of Central Point has qualified and desires to receive such funds.

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 24, 2017 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 8, 2017, 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 biennial budget period of July 1, 2017 through June 30, 2019.
- 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, 2017.

Passed by the Council and signed by me in authentication of its passage on June 8, 2017.


Mayor Hank Williams

ATTEST:


City Recorder

RESOLUTION NO. 1509

**A RESOLUTION TO ADOPT THE BUDGET; MAKE APPROPRIATIONS
AND LEVY TAXES FOR THE BIENNIAL BUDGET PERIOD
JULY 1, 2017 THROUGH June 30, 2019**

RECITALS:

- A. Oregon statute (ORS 294.326) requires municipalities to 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 8, 2017 for the approved biennial budget in the amount of \$49,991,429.

The City of Central Point resolves as follows:

To adopt the budget, make appropriations and levy taxes for the biennial budget period beginning July 1, 2017 and ending June 30, 2019.

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

Fund/Object Classification	Appropriation	FTE
General Fund		
General Fund - Administration	1,564,835	3.0
General Fund - City Enhancement	373,000	0
General Fund - Technical Services	1,224,130	2.0
General Fund - Mayor & Council	130,000	0
General Fund - Finance	1,620,539	6.0
General Fund - Parks	2,159,402	5.15
General Fund - Recreation	1,004,180	2.0
General Fund - Planning	1,250,530	4.5
General Fund - Police	9,482,190	31.0
General Fund - Interdepartmental	3,247,202	0
Total General Fund	22,056,008	53.65

Fund/Object Classification	Appropriation	FTE
High Tech Crime Fund		
High Tech Crime Fund - Operations	0	0
High Tech Crime Fund - Interdepartmental	78,842	0
Total High Tech Crime Fund	78,842	0
Street Fund		
Street Fund - Operations/Capital Projects	4,989,856	5.0
Street Fund - SDC Capital Projects	2,165,000	0
Street Fund - Interdepartmental	1,132,098	0
Total Street Fund	8,286,954	5.0
Capital Improvements Fund		
Capital Improvements Fund - Park Capital Projects	150,000	0
Capital Improvements Fund - Park SDC Capital Projects	707,800	0
Capital Improvements Fund - Interdepartmental	361,662	0
Total Capital Improvements Fund	1,219,462	0
Reserve Fund		
Reserve Fund - Capital Projects	0	0
Reserve Fund - Interdepartmental	766,046	0
Total Reserve Fund	766,046	0
Debt Service Fund		
Debt Service Fund - Debt Service	1,241,993	0
Debt Service Fund - Ending Balance	91,913	0
Total Debt Service Fund	1,333,906	0
Building Fund		
Building Fund - Personnel Services	438,275	2.0
Building Fund - Materials & Services	104,900	0
Building Fund - Interdepartmental	422,607	0
Total Building Fund	965,782	2.0
Water Fund		
Water Fund - Operations/Capital Projects	7,306,891	7.0
Water Fund - SDC Water Improvements	315,000	0
Water Fund - Interdepartmental	1,751,156	0
Total Water Fund	9,373,047	7.0

Fund/Object Classification	Appropriation	FTE
Stormwater Fund		
Stormwater Fund - Operations/Capital Projects	1,387,961	2.0
Stormwater Fund - Quality	191,000	0
Stormwater Fund -SDC Capital Projects	8,000	0
Stormwater Fund -Interdepartmental	1,322,414	0
Total Stormwater Fund	2,909,375	2.0
Internal Services Fund		
Internal Services Fund- Facilities Maintenance	652,000	0
Internal Services Fund- Public Works Administration	1,322,619	4.85
Internal Services Fund- Fleet Maintenance	812,940	1
Internal Services Fund- Interdepartmental	214,448	0
Total Internal Services Fund	3,002,007	5.85
Total All Funds	49,991,429	75.5

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 the biennial budget period which includes fiscal years 2017/18 through 2018/19, 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

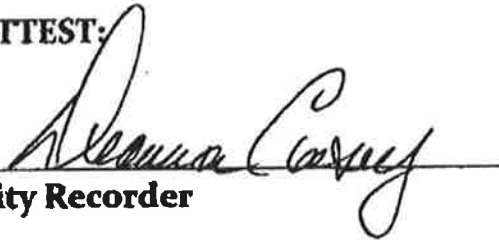
Section 3. The Finance Director is hereby authorized to enter the appropriation for each organizational unit, program, and division of the budget separately on the proper books and records as prescribed by law; and is further directed to certify to the Assessor of Jackson County, Oregon, the levy of 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 8, 2017.**



Mayor Hank Williams

ATTEST:



City Recorder

FORM LB-1

NOTICE OF BUDGET HEARING

A public meeting and hearing of the Central Point Council will be held on June 8, 2017 at 7 pm at 140 South Third Street, Central Point, Oregon. The purpose of this meeting is to discuss a biennial budget for fiscal years July 1, 2017 - June 30, 2018 and July 1, 2018 - June 30, 2019 as approved by the Central Point Budget Committee. A public hearing will be held for citizens wishing to comment on the budget and the use of State Revenue Sharing funds. A summary of the budget is presented below. A copy of the budget may be inspected or obtained at the Finance Office located in city hall, between the hours of 9 a.m. and 4:00 p.m., or online at www.centralpointoregon.gov. This is the first year for the City to budget for a biennial budget period. The budget was prepared on a basis of modified accrual accounting that is the same as the preceding years.

Contact: Steve Weber, Finance Director Phone:541.423.1023 Email:steven.weber@centralpointoregon.gov

FINANCIAL SUMMARY - RESOURCES			
TOTAL OF ALL FUNDS	Actual Amount 2014-2015	Adopted Biennial Budget 2015-2017	Approved Biennial Budget 2017-2019
Beginning Fund Balance/Net Working Capital	8,275,453	8,548,069	11,473,143
Fees, Licenses, Permits, Fines, Assessments & Other Service	7,401,676	16,097,600	18,436,966
Federal, State and all Other Grants, Gifts, Allocations and	1,661,623	3,583,518	3,466,300
Revenue from Bonds and Other Debt	0	0	0
Interfund Transfers / Internal Service Reimbursements	199,000	537,250	670,742
All Other Resources Except Current Year Property Taxes	2,319,134	5,397,245	5,399,278
Current Year Property Taxes Estimated to be Received	4,564,455	9,693,000	10,545,000
Total Resources	24,421,341	43,856,682	49,991,429

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION			
Personnel Services	7,027,757	16,346,349	17,600,706
Materials and Services	6,291,933	14,066,125	14,806,500
Capital Outlay	673,252	3,694,195	5,921,000
Debt Service	1,118,057	2,689,479	2,254,035
Interfund Transfers	199,000	537,250	670,742
Contingencies	0	539,100	540,160
Special Payments	0	0	0
Unappropriated Ending Balance & Reserved for Future Expenditure	9,111,342	5,984,184	8,198,286
Total Resources	24,421,341	43,856,682	49,991,429

FINANCIAL SUMMARY-REQUIREMENTS AND FULL-TIME EQUIVALENT EMPLOYEES (FTE) BY ORGANIZATIONAL UNIT/PROGRAM			
Name of Organizational Unit or Program FTE for that unit or program			
Administration	1,390,568	3,183,350	3,291,965
FTE	5.50	5.50	5.00
Finance	721,836	1,617,300	1,620,539
FTE	6.00	6.00	6.00
Police	4,058,840	8,930,275	9,561,032
FTE	30.00	31.00	31.00
Community Development	494,465	1,533,070	1,793,705
FTE	4.50	6.50	6.50
Parks & Recreation	1,358,998	3,425,315	4,021,382
FTE	6.15	6.15	7.15
Public Works	6,545,737	16,832,359	19,151,267
FTE	19.85	19.85	19.85
Not Allocated to Organizational Unit or Program	9,850,897	8,335,013	10,551,539
FTE	0	0	0
Total Requirements	24,421,341	43,856,682	49,991,429
Total FTE	72.00	75.00	75.50

STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING
Programs and activities are consistent with prior years. No significant changes to report.

PROPERTY TAX LEVIES			
	Rate or Amount Imposed FY 2014/2015	Rate or Amount Imposed This Two FY 2015/2017	Rate or Amount Approved Next Two FY 2017/2019
Permanent Rate Levy (rate limit \$5.8328 per \$1,000)	\$4.47	\$4.47	\$4.47
Local Option Levy	0	0	0
Levy For General Obligation Bonds	0	0	0

STATEMENT OF INDEBTEDNESS		
LONG TERM DEBT	Estimated Debt Outstanding on July 1.	Estimated Debt Authorized, But Not Incurred on July 1
General Obligation Bonds	\$0	\$0
Other Bonds	\$35,829	\$0
Other Borrowings	\$11,933,559	\$0
Total	\$11,969,388	\$0

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

To assessor of Jackson County

**FORM LB-50
2017-2018**

Check here if this is an amended form.

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

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 South Third Street Central Point Oregon 97602 June 21, 2017
Mailing Address of District City State ZIP code Date

Steve Weber Finance Director 541.423.1023 steven.weber@centralpointoregon.gov
Contact Person Title Daytime Telephone Contact Person E-Mail

CERTIFICATION - You must check one box if your district is 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 294.456.

PART I: TAXES TO BE IMPOSED

	Subject to		
	General Government Limits		
	Rate -or- Dollar Amount		
1. Rate per \$1,000 or Total dollar amount levied (within permanent rate limit)	1	\$4.47	
2. Local option operating tax	2		
3. Local option capital project tax	3		
4. City of Portland Levy for pension and disability obligations	4		Excluded from Measure 5 Limits
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 on or after October 6, 2001	5b.		
5c. Total levy for bonded indebtedness not subject to Measure 5 or Measure 50 (total of 5a + 5b)	5c.	0	

PART II: RATE LIMIT CERTIFICATION

6. Permanent rate limit in dollars and cents per \$1,000	6	\$5.83
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 tax year levied	Final tax 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)

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

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