

City of Central Point



**Biennial Budget
For Fiscal Year 2023-2025**
Serving the citizens of Central Point

DATE: April 24, 2023

TO: Central Point Budget Committee

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

RE: Fiscal Biennium 2023-2025 Budget Message



General Budget Message

I am pleased to provide you with the 2023-2025 Biennial Budget Proposal for the City of Central Point. Once again, it is our privilege to have been led by the experience of our Finance Director, Steve Weber, who has compiled each budget request from Department Directors under the direction of the City Manager, being guided by the 2040 Strategic Plan, general discussions, direction from City Council, and input from a variety of stakeholders and partner organizations.

We thank each of you for your significant role in this process. Budget development is one of the most important roles of any elected/appointed body, as these decisions provide our course map for the City during the next fiscal cycle and for many years to come. Inasmuch, I would like to share our budget message that highlights some key elements of this proposed budget and some of the prudent and forward-thinking steps we are taking to ensure a healthy and sustainable City budget.

General

The aim of Central Point budget development has long included careful consideration of the needs and priorities of our community while ensuring that we maintain a sound financial footing.

The City's budget for the upcoming fiscal cycle is \$58 million. The 23-2025 budget is, in truth, a modest increase to the 21-2023 operational and capital budget; however, it appears to be an overall budget decrease because of the significant capital financing package included in our previous budget.

The current budget proposal includes funding for a range of essential services such as public safety, roads and transportation, parks and recreation, and community development. We have also allocated resources for ongoing maintenance and upgrades to our infrastructure, including water and storm water systems, public buildings, parks, recreation programs, streets, and sidewalks.

While we continue to face economic uncertainty due to the aftermath of the public health pandemic, we have taken a cautious and responsible approach to preparing the 23-2025 budget. Inasmuch, we have identified opportunities

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for cost savings, projected conservatively on both revenues and expenditures and have worked to prioritize spending in areas where it will have the greatest impact on our community.

Given the "cautious and responsible approach" directed by the City Council and implemented by City Administration, beginning and ending fund balances in the City's general fund are trending toward the upper end of financial policy. However, this budget proposal supplements infrastructure projects with reasonable portions of the 23-2025 beginning/ending fund balance. Without this supplementation, utility rates would require above-average increases, which can overburden the pocketbooks of our citizens.

As described above, we are offsetting the infrastructure cost with a "one-time" infusion of general fund dollars; however, you will see a continued philosophy of operating our services, infrastructure, facilities and programs as independent private sector businesses. This philosophy does not outweigh the council's desire to subsidize certain projects, programs and services to maximize affordability for our citizens, but it prevents sound business principles from being ignored in our financial planning and budgeting.

Continued Financial Strength

I have included similar comments in previous budget messages, and I will likely continue to say it for many more messages to come...Central Point is and will continue to grow in the next biennium. However, growth in the 23-2025 biennium will be focused on the commercial sector, where we continue to realize robust development. As for residential construction, we anticipate 15-30 new single-family dwellings during the 23-2025 budget cycle. Although multi-family construction has been significant throughout Central Point in the past several years, residential development opportunities are now limited by land inventory. To that end, City Staff is working diligently to increase residential land supply by refining our land development code and completing the processes necessary to annex our UGB lands which will serve our needs for the next fifty years.

Understanding the above, planning for and providing services to our community, including our new growth/residents, at the level they deserve and expect becomes ever more complicated and diverse each year. However, we are confident that forecasted levels of growth, along with this budget proposal, meet or exceed those expectations and continue to build a financially sustainable future.

National Economic Outlook

Either the economic storm clouds have parted, or we are in the eye of the hurricane. Any near-term recession fears are fading with each month of somewhat lower inflation and the continued economic boom. However, the Federal Reserve must still navigate the choppy waters of a tight labor market, fast wage growth, easing financial conditions, and strong household finances and consumer spending. All of these are likely to keep the underlying trend in inflation slightly above the Fed's target for the foreseeable future (Fed's target 2-3% annual inflation).

Late 2022 and early 2023 predictions indicated mild recession to be the most likely outcome for the Oregon economy, primarily due to the fact there had been zero slowdown in inflation at that time. Today, there have been a few months of somewhat lower inflation. Even as the underlying trend in inflation remains twice as fast as the Federal Reserve's target, this is a noticeable slowing from much of last year. The Fed is also starting to ease off the brakes and wait for the impact of past interest rate increases to cool the economy in the months ahead.

What this means for the 23-25 budget forecast is that the potential recession dynamics, while still very real, are likely pushed further out. The current baseline forecast no longer calls for a recession this year, but for the economic soft landing and continued expansion. While every month of slower inflation increases the probability of a true soft landing, it is likely that the Fed has more work to do. Additional interest rates increases, and holding them higher for longer are likely need to cool demand and inflation. However, the clear near-term strength in the economy in terms of jobs, income and spending, along with the uncertainty of the exact timing of any potential recession makes forecasting one so far in advance challenging, if not impossible. As Oregon heads into the upcoming 2023-25 biennium, the inflationary economic boom continues.

Personal and corporate tax collections continue to outstrip expectations. When combined with an improved economic outlook, and the Governor's desire to address homelessness by increasing housing inventories throughout the state, Oregon cities and counties should anticipate continued economic growth in the 23-25 biennium.

Although the recent news has been good, there remains a significant amount of uncertainty as the current biennium winds down. The 2023 tax filing season has yet to truly begin. Much more will be known when the May 2023 forecast is produced, which will determine the Close of Session forecast and be used to set the thresholds for the balanced budget and any potential kicker calculations.

Along with uncertainty surrounding the tax season, there is also the heightened risk of recession next biennium. Given the currently elevated levels of taxable business and investment forms of income, an economic downturn would result in large losses of State General Fund revenues. While Oregon's General Fund is volatile over the business cycle, the state's overall revenue system has become less so in recent years. The increases in consumption based taxes should help reduce overall volatility in Oregon's tax system as consumer spending is more stable during downturns than is taxable income.

The unexpected revenue growth in the current biennium has left Oregon with unprecedented balances, followed by a record kicker in 23-25. The projected personal kicker is \$3.9 billion, which will be credited to taxpayers when they file their returns in 2024. The projected corporate kicker is \$1.5 billion, which will be retained in the General

Fund for K-12 educational spending. Once the 2023-25 biennium is behind us, Oregon's major revenue sources are expected to bounce back quickly. However, growth over the extended horizon will continue to be constrained by demographics, with the baby-boom population cohort earning and spending less.

The American Rescue Plan

Signed into law by President Biden on March 11, 2021, the American Rescue Plan (ARP) allocates \$1.9 trillion to COVID-19 relief and economic recovery. Cities in Oregon received more than \$680 million.

The City of Central Point has received 4.3 million in ARPA funding. The City of Central Point City Council appropriated these funds for a series of projects, community partners and services during the 2021-2023 budget process. Although many of these funds have been distributed, some projects—like the Central Point Little League Complex—remain in the "ongoing" category.

Budgetary Challenges

For reasons described in previous budget messages, personnel costs continue to be challenging, with non-salary-related costs representing nearly forty-four percent of total personnel costs in the 23-25 budget. Although personnel costs remain a concern, Central Point has managed staff levels well and created efficiencies via investment in technologies that streamline our operations and workflows. For example, before the great recession of 2008, the City employed 85 full-time employees (FTE) when the City's population was 15,640. 15 years later, the 23-25 budget proposal is the first budget to include a full-time employee count in excess of the pre-2008 level, however, the City's population has risen to 19,785. The proposed 87.4 FTEs includes one new position in Public Works. This successful management of staffing levels can largely be attributed to our response to the economic decline following 2008, where we worked diligently to privatize/outsources various segments of city operations and replace obsolete labor functions/workflows with technology capable of eliminating unnecessary personnel-related costs. Additionally, city management has been mindful of opportunities to reorganize and restructure departments based on the requirements of post-pandemic service models. A primary example of successful restructuring has been realized in the City's Finance Department, where recruiting new employees with advanced skill sets and the implementation of new technology has provided increased customer service while allowing a 20 percent reduction in overall staffing levels.

Although population and service area expansion will demand the commitment of additional staffing and resources in future biennia, the Central Point City Council-directed philosophy of recruiting, retaining, and investing in "quality employees that are solution-oriented" (2040 City of Central Point Strategic Plan) will remain unchanged. To attract, retain, and develop employees with these advanced capabilities means remaining competitive in our local job market and offering compensation and support that funnels the most talented individuals toward our organizational culture/landscape.

Use of Discretionary Funds

The City's general discretionary revenues are those revenues that do not have a legal restriction as to their use but instead have wide latitude for use by the City. The City's primary general discretionary revenues are property taxes, franchise fees, and the unrestricted portion of the transient room taxes. General discretionary revenues are recognized in the General Fund, with few exceptions. General discretionary revenues are used largely to fund Public Safety services. It is the City's policy to prioritize these revenues for police services, and that is the standard means by which local governments in Oregon typically provide these services. The 23-25 budget continues to dedicate the mainstay of these revenues to Public Safety. However, in recent years, the City has increasingly been using these revenues to afford projects, programs, and services in areas like parks, information technology, human resources/safety, and to a limited extent, public works infrastructure.

The City's healthy economy and property taxation system/level provide for stable general discretionary revenues. However, the increasing level of demand and breadth of services desired by recipients of city services, now coupled with the pending expansion of our Urban Growth Boundary (UGB), will suggest more difficult prioritization of general discretionary revenues in the near future. Moreover, as community investment continues to increase the quality of life in Central Point, our constituents are increasing their standards regarding the level of service.

The 2023-25 Budget Highlights

In a world that is changing really quickly, the only strategy that is guaranteed to fail is not taking any risks" - Mark Zuckerberg.

The 2040 Strategic Plan's strategic priorities (community investment, community engagement, community culture, responsible governance, vibrant economy) are at the forefront of the 23-25 budget proposal. However, community investment will be the most apparent as the City attempts to leverage our ongoing financial strategy for significant capital projects that will provide value and opportunity to our community.

Central Point Community Center

In late 2021, the City of Central Point and Jackson County entered into a partnership to conceptually evaluate the possibility of a "joint" community center (City) and pandemic relief/response center (Jackson County) to be located near the Jackson County Expo.

Although Central Point had previously conducted conceptual design work on a centrally located community center (near Central Point Elementary), the possibility of a larger facility—including increased recreational

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opportunities—and the economies of scale that could be leveraged from a partnership with the Jackson County, made the partnership concept well worth evaluating.

In the months since deciding to explore the partnership concept, Staff from the City, Jackson County, and Expo have worked with Ogden, Roemer, and Wilkerson (ORW) Architecture on developing a concept that would meet the needs of all agencies. This process has evolved from developing a concept based on stakeholder "wants" to stakeholder "needs." Largely driven by construction costs that have been recently exposed to hyperinflation (both domestically and globally), the stakeholders have been forced to create a concept within reasonable financial parameters while still meeting the needs of our citizens and business models.

The conceptual design has transitioned to eliminate unrealistic project costs; however, the proposed facility maintains eight full-size basketball courts, the optimal amount for hosting tournaments. Moreover, the facility would include recreational classroom space, outdoor recreation opportunities, and office space for our Parks & Recreation Staff. On the Jackson County side, features include a larger commercial kitchen for feeding evacuees during an emergency, shower facilities, and the previously mentioned gymnasium space, which would be used as an emergency shelter.

The Central Point City Council recently evaluated an inter-governmental agreement with Jackson County to complete the project design. This agreement caps the City's design costs at 1.3 million. Once the design is complete, both Jackson County and the City of Central Point will evaluate the total project cost before moving to the bid letting/construction phase.

If the Community Center/Pandemic Relief Center is constructed, the City's likely total costs will be in the range of 13-15 million. Initially (until 2040), the capital construction cost will be recovered via a long-term lease agreement with Jackson, and the Central Point Urban Renewal Agency will bear financial responsibility for the debt/lease service payments during that period. However, as operational costs are ineligible for Urban Renewal agencies, this budget proposal includes a new \$3.50 per utility account/month fee (beginning 7/1/2023) for recreation program operations at the planned Community Center and Little League Complex beginning in 2025. Moreover, this \$3.50 per utility account/month recreation fee will allow for the creation of a capital cost reserve before the general City assumes financial responsibility at the conclusion of our Urban Renewal District/Agency.

Given the current level of activity on this project, we have described the Community Center as a budgetary focus. However, with Jackson County funding the design and capital construction, this project—other than

implementing the necessary recreation fee—will not be identified fiscally until the 2024-25 Urban Renewal budget is proposed.

Central Point Little League Complex

The City of Central Point has been offered the opportunity to collaborate with a private donor to renovate the Central Point Little League Fields. The result of the project incorporates a reconfigured site that would allow for expanded little league programs and "travel ball" tournaments. We expect that if this project is complete, that the site would be used year-round. The completion of this project is predicated on implementing a recreation maintenance fee (Community Center and Little League Fields) for ongoing operations and the City of Central Point taking ownership of the associated property.

Currently, the City is awaiting final cost estimates and design from our engineering consultant. However, we have included the remaining American Rescue Plan Dollars dedicated to this project in the 23-25 budget proposal. Additionally, a portion of the private donor's contribution remains in the City's Parks Foundation fund and will be distributed when appropriate.

City Staff is working with our engineering consultant to value engineer this project with a four-million-dollar target cost. If the desired total project cost is achieved, the City Council would have the option to use supplemental budget action to appropriate the necessary funds for project completion.

Bear Creek Greenway

The 23-25 City of Central Point budget proposal includes partnering with our Urban Renewal Agency to complete the Bear Creek Greenway Project design. Additionally, the City is entering into a land lease agreement with Freshwater Trust to restore the Bear Creek Greenway riparian area (Primary on the East Side of Bear Creek). The Freshwater Trust has completed several similar projects throughout the region, and City Administration believes this partnership represents a mutually valuable opportunity to improve our section of riparian area along Bear Creek.

After the Bear Creek Restoration Project design is concluded and the public input process is complete, the City will seek to fund the construction of the entire Bear Creek Greenway Restoration Project through an Urban Renewal bond/debt financing during fiscal year 24-25.

Central Point Cemetery

Ownership of the Central Point Cemetery was transferred to the City of Central Point in December 2021. The cemetery maintenance fund provided through the Parks Maintenance Fee has allowed the City to implement a consistent maintenance schedule including regular mowing and tree management which will continue

throughout the budget period. As part of long term management, a Central Point Cemetery Maintenance Plan will be developed which will not only provide information on best management practices but will also have a list of improvement projects that will be implemented over time as funds are made available through grants, donations, and other sources. Finally, while the Central Point Cemetery is considered a historic cemetery, it is also an active cemetery. Managing the cemetery provides the City with the opportunity to assist families who own existing plots with developing burial plans. Staff is available to help by locating and confirming plot locations and assisting with meeting State burial and documentation requirements.

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 \$5.8328 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 (49.8%) received by the City's General Fund. The total amount of collectible property tax revenues forecasted for the 23-25 budget cycle is \$14,112,650. This amount reflects an optimistic increase of 4.50% over the City's most recently assessed property values for both years of the biennial budget. Although we have budgeted a very conservative increase in property tax revenues, it is quite possible the City will receive an amount exceeding the budgeted amount.

Transient Lodging Taxes

Transient lodging (hotel/motel) taxes are forecasted to be a total of \$1,276,430, a significant increase from previous years. This forecast reflects not only a return to pre-pandemic revenues but also takes into account a slight increase from the much anticipated Rogue Music Fest debuting over Father's Day weekend 2023. 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, and other events held at the Jackson County Expo.

Franchise Fees

Franchise fees collected by the General Fund should continue to show improvement during the 23-25 budget compared to previous years. Furthermore, the City's recent adoption of a general utility license ordinance has offered increased revenue from utility providers operating within the City's jurisdiction without a franchise agreement.

Development Revenue

Anticipated levels of commercial developments and new housing starts should result in stagnation of 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 \$1,278,180 in shared revenue; and in the Street Fund, a total of \$3,085,350 in gas tax.

Expenditures

General Costs

The total proposed 23-25 biennial budget is \$58,278,075, a decrease of \$8,521,315 or 12.75% over the amended 21-23 biennial budget. The most significant decreases is the completion of the new public works corporation yard. Other expenditure categories show modest increases.

Personnel Costs

Total personnel services of \$24.5 million comprise 42.04% of the total city budget. The total cost increase in these services across all funds (budget to budget) is 16.68%. This budget does include an increase in full-time equivalents (FTEs) of 1.0 with the addition of a new staff position in Public Works.

Benefit-cost projections for this biennium budget include rate increases for PERS of 12.8%; health insurance of 10%; 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%; and workers compensation insurance increase of 8%. For the past few years, we have seen very modest increases in health insurance rates. However, because these rates are not declared until December, we continue to take a conservative stance using a 10% rate increase projection.

Materials and Services

Overall the materials and services expenditure shows a slight decrease over the previous budget cycle. 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 show a significant decrease over the proposed two-year budget when compared to the 21-23 budget due, primarily, to the completion of the public works operations center as well as infrastructure projects.

Enterprise Funds

Street Fund

The Street Fund will have two projects for the 23-25 budget. The main project extends South Haskell Street to connect a much-needed transportation corridor. The second project is the start of the West Pine Street widening project. The project has been delayed a few years because of COVID and the two rail crossings. Construction is slated for the 25-27 budget.

Water Fund

The Water Fund will finish a series of projects from the 21-23 budget. These include participating in the South Haskell Street Extension and upgrading the rail crossing line at that location. This improvement is a needed connection to facilitate maintaining a static pressure for consumers as we expand to the West. Additionally, staff will decommission older Cast Iron Pipes over 100 years old in several areas of town by completely upgrading or transitioning meters from the older lines to newer parallel pipes.

Stormwater Fund

The Stormwater and Storm Water Quality Funds will focus on the West Pine Street project and completing a project on Horn Creek that will bypass a failing culvert on Donna Way. Other projects may involve upgrades to some lines on Rose Valley Drive.

General Fund

Administration

The Office of the City Manager provides oversight and direction to ensure that all departments respond to City Council goals, apply policy consistently, and identify 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, four positions are budgeted in the Department. First, the City Recorder is responsible for managing and retaining 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. As a recent change in duties, the City Recorder is now assisting the Finance Department with various tasks. Next, the Human Resources Director and Human Resources Assistant are responsible for

providing a wide range of services to City directors, managers, and employees such as: the recruitment and selection of applicants; supervisor and employee training; workforce planning; position classification, and pay structure; labor relations including labor contracts and grievance resolution; personnel policy; FMLA & OFLA; and the Administration of the Workers' Compensation programs. And finally, under the direction of the Human Resources Director, the Safety Manager performs a wide variety of complex, professional work in areas relating to safety, risk management training, and emergency preparedness.

Finance

Finance Department operations represent 5.74% 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, that supports City Hall Administration, Finance, Parks & Recreation, Public Works, and Police. Technical Services continues to find a balance between daily technology support and technology-related projects for all departments. The upcoming budget cycle will be focused on continued improvement around cyber security, upgrading our aging network switches and optimizing our user desktop computing environment.

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

Parks & Recreation

The Parks Division will be replacing the playground at Forest Glen Park. Additionally, we will coordinate upgrades to Pfaff Park, including electrical upgrades and a new stage. Further, Parks will lead on the Boes Park Master Plan and the Bear Creek Greenway design projects

The Recreation Division has a full slate of classes and events planned. Additionally, we will be participating in the design and construction of the Community Center.

Police Department

The 23-25 biennial budget will be focusing on enhancing service levels through responsible expenditures that will utilize monies to increase efficiencies, with an emphasis on training. We have made relatively minor adjustments to various line items to better allocate budgetary needs to areas of importance.

Dispatch services are approximately one-third of our Materials and Services budget. While this is one of the most significant line items in our budget, it is the most cost-effective method, allowing us to outsource our communications for a fraction of the price of having a dispatch center in-house. The cost of Dispatch Services is pre-determined and is not set by the Police Department. ECSO recently brought up the potential need to make an adjustment to the costs, due to an annual increase cap of 3%. Those discussions have not yet begun.

Small Equipment/Tools and Clothing Allowance line items have been increased modestly to account for the increased costs of equipment and in anticipation of updating our Officers' duty weapon system.

As mentioned previously, this biennium will emphasize a re-focus on the importance of continued training. As such, the Travel/Training line item has been adjusted to better accommodate that goal. One of my main messages to the Department has already been the notion that we will be "getting back to basics" when it comes to ensuring that we are well-trained and demanding that we are always focused on providing exceptional service to our community.

We have made some responsible reductions in some line items that are attainable and will help offset the mentioned increases. One of the more significant reductions is in our Contract Services line item. We reduced this line item by over 50%. We were able to do this because we no longer contract with Community Works for a Domestic Violence Advocate, but rather, we hired the former DV Advocate into a Police Support Specialist position when a vacancy allowed.

Overall, I have attempted to be very conservative in planning this budget. I am optimistic that the numbers are realistic and attainable for the coming biennium.

Community Development – Planning

Community Development (Planning) represents less than 4% of the total General Fund. Improvement in the national economy is realized locally by significant property development and reinvestment within Central Point. Of particular note is commercial development proposed and occurring along the City's arterial corridors and in mixed-use activity centers. Additionally, the City's Urban Growth Boundary (UGB) expansion sets the stage for new annexations and more growth.

Planning work generated by the UGB amendment will be concluding within the first two quarters of the biennial budget and includes updates to elements of the Comprehensive Plan, including the Public Facilities Element and the Environmental Element. This will enable lands adjacent to the city limits to be eligible for annexation and urban development. Planning staff will continue to provide an efficient land development review process that is proactive, solution-oriented and in alignment with the community's vision and goals.

Long range planning efforts will continue to be a big focus throughout the biennium due to changes in state rules governing transportation and housing. The City will be partnering with the Oregon Department of Transportation (ODOT) to update the City's Transportation System Plan (TSP) to meet the newly revised State Transportation Planning Rule requirements for Climate Friendly & Equitable Communities (CFEC). The TSP Update is being funded by ODOT and will commence in early 2024. Additional work will include adopting Climate Friendly Areas (CFAs), a new Climate Friendly & Equitable Communities Element of the Comprehensive Plan and corresponding regulations for CFAs. Department staff will continue revising the land development codes outside of CFEC requirements to provide a more user-friendly, streamlined, modern code that reflects the community's vision and goals as articulated in the 2040 Strategic Plan and Comprehensive Plan.

The Department assumes ongoing funding for all previously approved and filled positions (four total). However, half of the Community Development Support Specialist's time and salary will be funded in the Building Department's budget since the position supports both divisions. The City Manager will continue to serve as the Community Development Director with the Planning Director overseeing the Department's planning function. Planning staff will continue to support the development side of Urban Renewal.

Building Fund

Community Development – Building

The Building Division consists of the Building Official, an inspector/facility maintenance coordinator, electrical inspector, and half of the support specialist function. The Building Division directs the permitting process through City departments, including plan review, inspections, and issuing the certificates of occupancy.

Construction activity for new residential housing has been slow during the last quarter of 2022 and the beginning of 2023, and appears as though activity will continue at a slow pace. Continued construction of apartments has been steady along with small commercial projects. The outlook for commercial construction

is positive with tenant improvements in existing buildings, and prospects for new construction and development.

The Building Division is funded by permit and inspection fees to pay for the costs associated with the operations. The ability to operate with minimal staff and overhead has allowed the Building Division to remain fiscally responsible during the changes in the construction activity.

Public Works

Administration

Public Works Administration will be working on construction management of various public and private projects, grant administration, and regular administrative duties. Project Management of all infrastructure capital projects listed earlier will come from this division. Public Works Administration will be helping lead the planning of a new Little League, Bear Creek Greenway, and Community Center.

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.

Central Point Urban Renewal

Over the past five years, since completing the East Pine Street Beautification Project, the Central Point Urban Renewal Agency has been fulfilling its fundamental purpose of generating tax increment, supplementing miscellaneous infrastructure projects, and funding debt service on completed projects. Additionally, the District has engaged downtown business owners and developers with façade and frontage improvement opportunities.

The focal point of the upcoming Urban Renewal budget cycle will be the Community Center and Bear Creek Restoration Project. Leveraging the financial abilities of the Central Point Urban Renewal District to complete these projects will accomplish our goals of adding assessed value, curing blight, and offering needed services and opportunities to the community.

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

Central Point continues to embrace the wealth of historical resources in our City while planning for the community we would like to be in the future. The budget, guided by the City Council's strategic plan goals, continues to build on the efforts of previously identified fiscal strategy and provides vital municipal services, needed infrastructure and programs that will benefit the community for years.

The 23-25 budget was created to address the City's current needs and to position our resources to address the known and unknown fiscal challenges the future will surely deliver. The impacts of COVID-19 and recent hyperinflation on city revenues and resources have been effectively managed, though there is remaining uncertainty as to when the revenues and expenses of impacted departments will return to pre-pandemic/normalized inflationary levels. This budget takes a conservative approach to expected revenue in both years of the biennium. However, balancing the "equation" of immediate needs with long-term, prudent fiscal decision-making has resulted in a budget that provides slightly increased staffing, identifies funding for priority projects and does not raise taxes. This conservative approach will also require that, as we move forward, we actively monitor the budget to ensure that we are on track with the revenue projections, beginning and ending fund balance estimates, and expenditure assumptions.

I would like to thank the Directors, Managers and Staff that helped to prepare this budget. Their understanding of upcoming projects and programming needs and their commitment to making Central Point an amazing community is greatly appreciated and evident in the work they complete. I would also like to thank the Mayor and the Council for their leadership and guidance in adhering to the goals identified in the 2040 strategic plan and for representing the community through their many hours of volunteerism. I look forward to working with the City Council and the Budget Committee members as we review the budget and continue to make Central Point a wonderful place to live and work.



Chris Clayton, City Manager

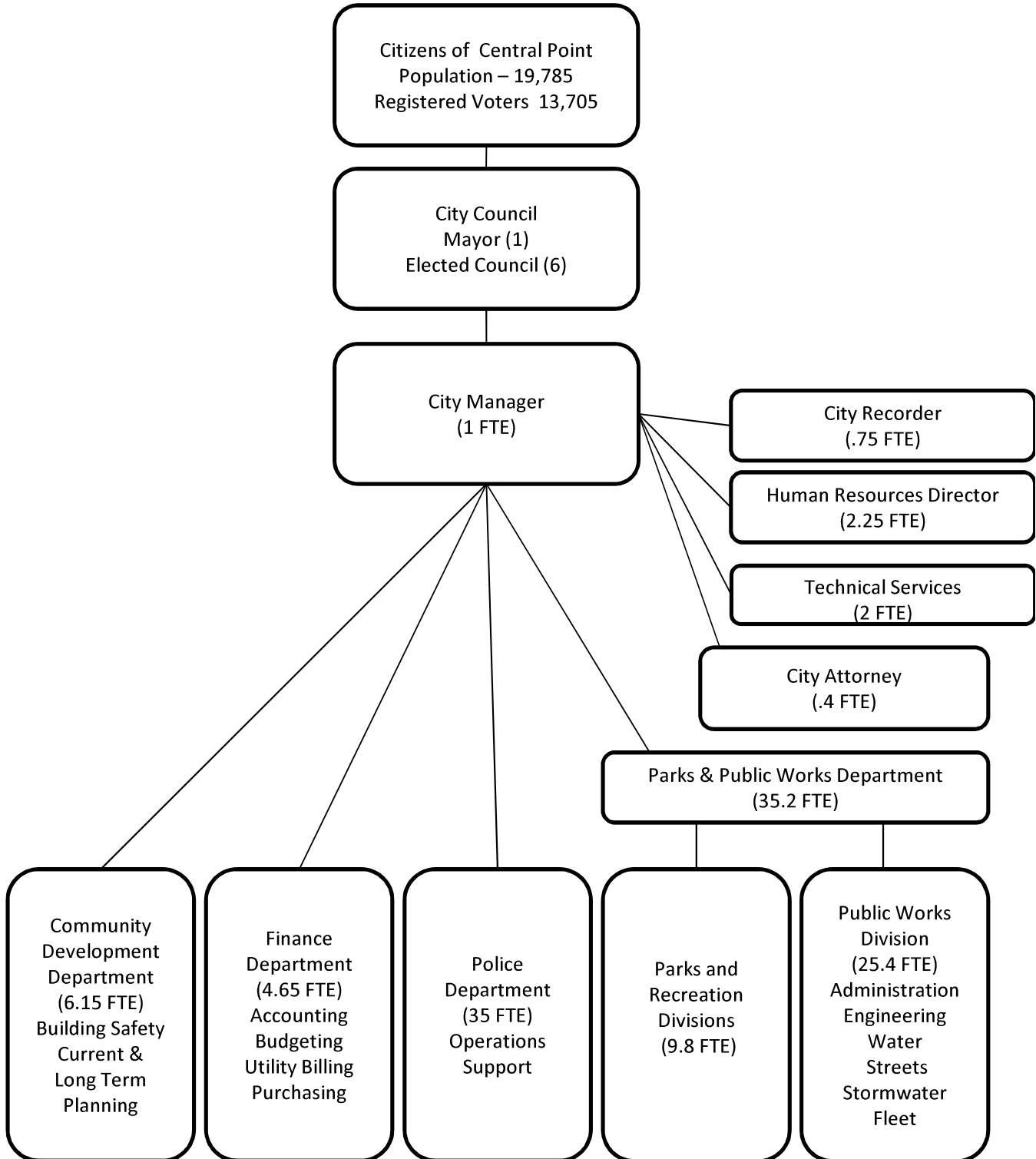


Steve Weber, Finance Director

City of Central Point

87.4 FTE

For The Biennial Budget 2023/2025



The Budget Process

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

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

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

The Budget Amendment Process

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

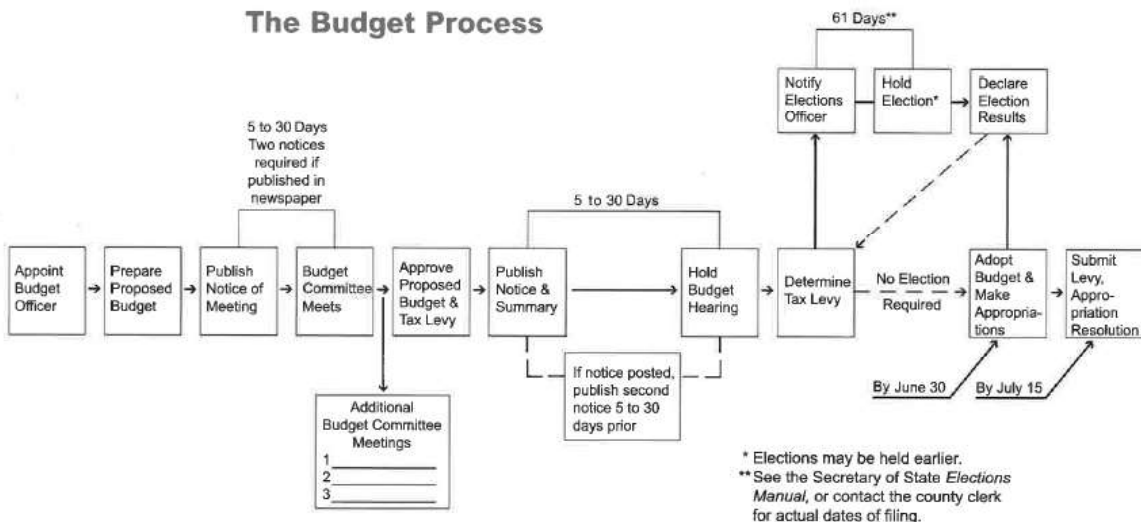
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The Budget Committee is comprised of the Mayor, City Councilors, and seven citizen members appointed by the governing board.

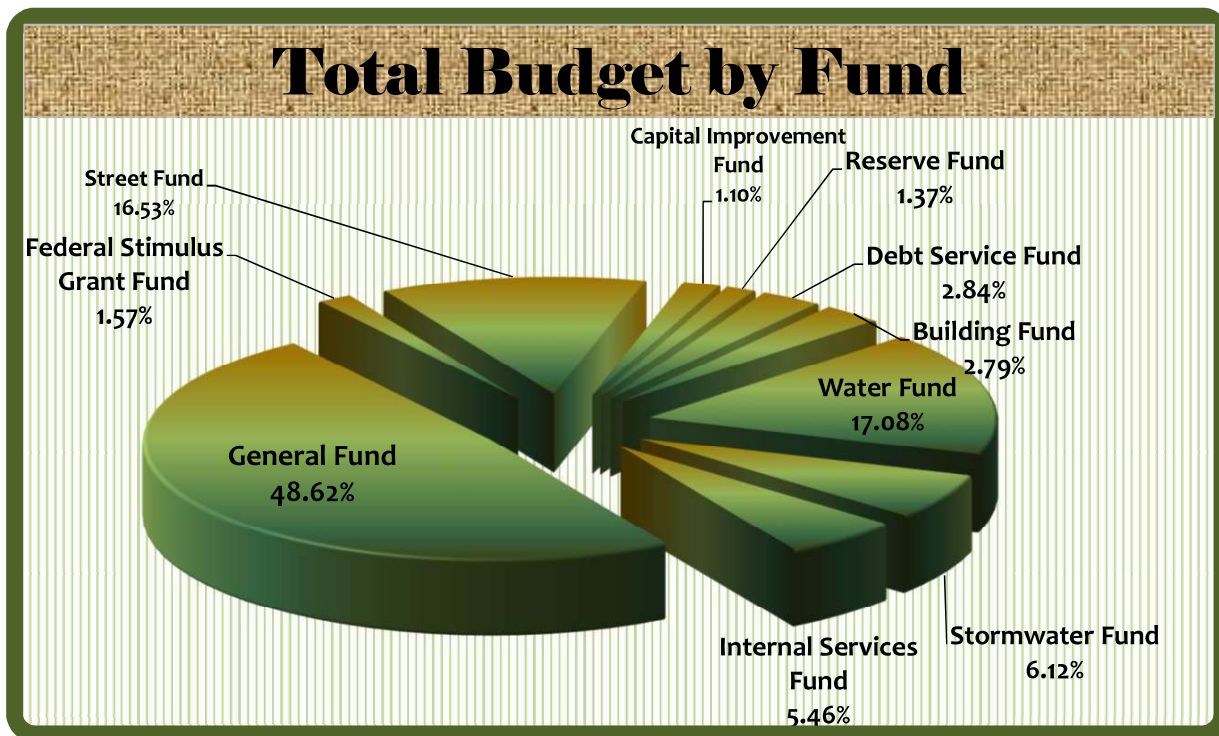
The appointed members:

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

The Budget Process

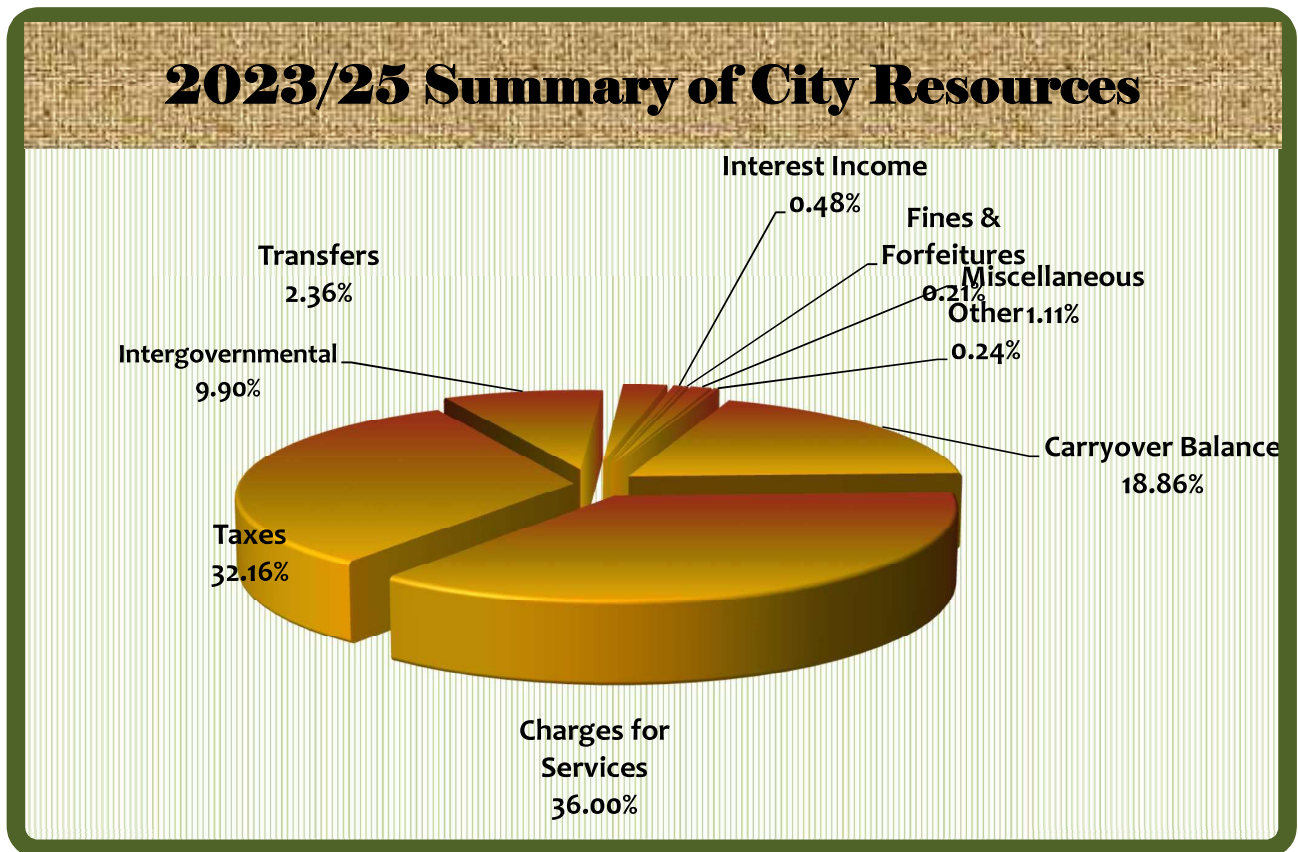


Description	2017/19 Biennial	2019/21 Biennial	2021/23 Biennial	Total 2023/2025 Biennial Budget
General Fund Revenues	22,424,684	24,904,197	24,866,645	28,333,690
Federal Stimulus Grant Fund	0	0	4,685,245	916,570
HTCU Fund	0	0		0
Street Fund Revenues	9,621,044	8,925,458	11,175,702	7,241,870
Capital Improvements Fund Revenues	820,870	1,341,834	699,285	1,002,905
Reserve Fund Revenues	849,308	893,428	778,385	797,385
Debt Service Fund Revenues	1,199,146	1,748,943	861,465	1,656,125
Building Fund Revenues	1,032,046	1,438,458	1,652,510	1,624,840
Water Fund Revenues	9,780,184	9,254,167	12,045,022	9,953,375
Stormwater Fund Revenues	4,747,199	5,902,172	6,635,271	3,568,340
Internal Service Fund Revenues	3,320,954	3,242,780	3,399,860	3,182,975
Total Revenues by Fund	53,795,435	57,651,438	66,799,390	58,278,075



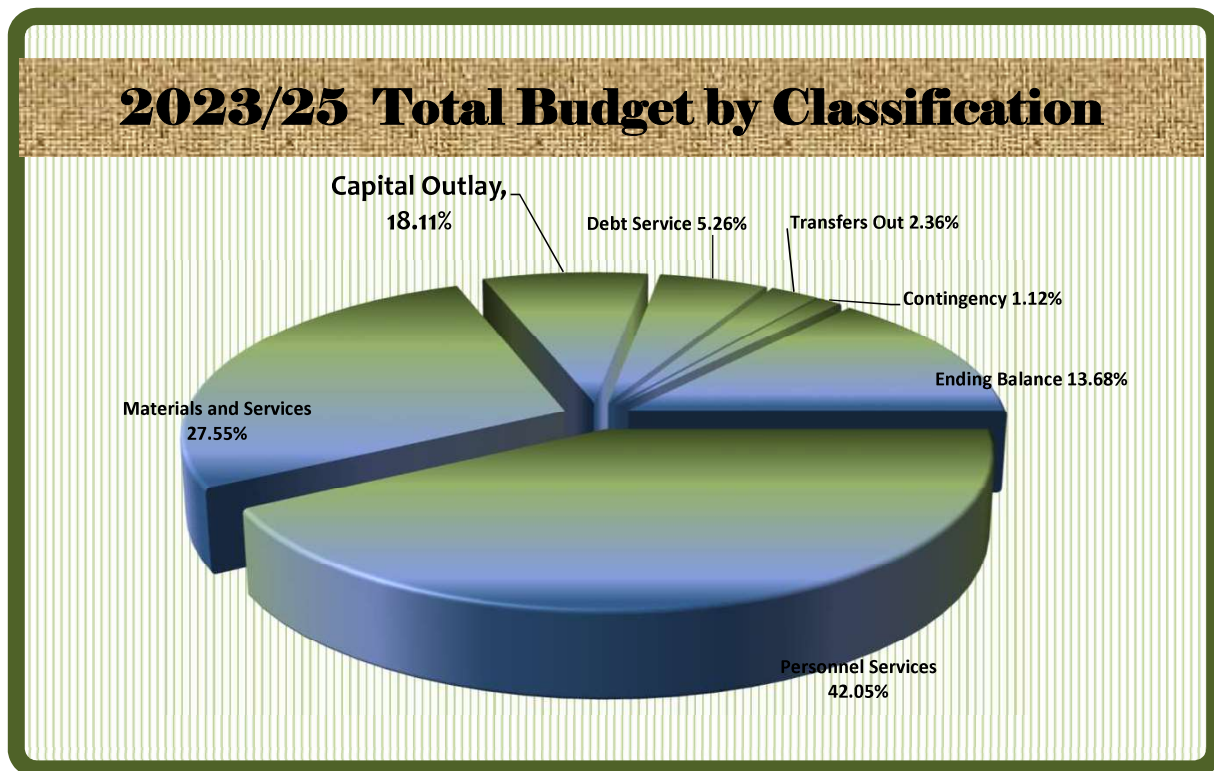
Summary of City Resources

Description	2017/19 Biennial	2019/21 Biennial	2021/23 Biennial	Total 2023/2025 Biennial Budget
Carryover Balance	15,730,409	13,922,923	11,318,445	10,990,715
Taxes	14,753,476	15,824,367	16,754,665	18,740,065
Fees, Licenses and Permits	144,288	131,527	164,000	138,000
Intergovernmental	3,741,151	4,723,082	7,395,485	4,999,275
Charges for Services	17,229,207	19,150,640	20,536,865	20,982,245
Fines and Forfeitures	144,706	133,774	137,000	122,000
Special Assessments	0	0	12,550	0
Interest Income	566,836	271,203	275,350	282,275
Miscellaneous	814,617	2,649,685	8,693,350	645,500
Transfers In	670,742	844,235	1,511,680	1,378,000
Grand Total	53,795,433	57,651,436	66,799,390	58,278,075



Summary By Classification

Description	Actual 2017/19 Biennial	Actual 2019/21 Biennial	2021/23 Biennial	Total 2023/2025 Biennial Budget
Personnel Services	15,979,924	18,645,296	20,998,955	24,503,095
Materials and Services	15,329,858	15,801,977	16,762,035	15,955,225
Capital Outlay	5,759,110	8,004,940	14,484,685	4,650,570
Debt Service	2,096,423	2,705,423	1,738,820	3,066,715
Transfers Out	591,900	844,235	1,511,680	1,378,000
Contingency	0	0	1,325,460	655,000
Ending Balances	12,196,191	9,849,422	9,977,755	8,069,470
Total by Classification	51,953,406	55,851,293	66,799,390	58,278,075



Summary of Personnel

Administration	5.00	5.00	5.50	5.00	5.50	5.50	4.725	5.325	6.375	6.375
Finance	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	4.65	4.65
Parks & Recreation	7.15	7.15	6.15	7.15	7.15	7.15	8.75	7.15	9.80	9.80
Building	2.00	2.00	2.00	2.00	2.00	2.00	2.50	2.00	2.65	2.65
Planning	4.00	4.00	4.50	4.50	5.00	5.00	3.50	5.00	3.50	3.50
Police	31.00	31.00	31.00	32.00	34.00	34.00	35.00	35.00	35.00	35.00
Public Works	19.85	19.85	19.85	19.85	20.85	21.85	23.525	23.525	22.425	25.425
Total	75.00	75.00	75.00	76.50	80.50	81.50	84.00	84.000	84.400	87.40



	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
Management (Nonrepresented)	19.00	19.00	19.00	19.00	20.50	20.50	21.00	21.00	21.40	21.40
Police Bargaining Unit	23.00	23.00	23.00	23.00	26.00	26.00	27.00	27.00	27.00	27.00
General Services Bargaining Uni	32.00	32.00	32.00	34.00	34.00	35.00	36.00	36.00	36.00	36.00
Other Nnrepresented	1.00	1.00	1.00	0.50	0.00	0.00	0.00	0.00	0.00	0.00
Total	75.00	75.00	75.00	76.50	80.50	81.50	84.00	84.00	84.40	84.40



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 65.05% of general fund revenues. Of these, property taxes remain the single largest source of revenue for the City. In the 2023/25 biennium, total budgeted property taxes of \$14,112,650 comprise 49.80% of general fund resources. Hotel/motel taxes, which amount to 4.50% of the general fund revenues, have recovered to pre-pandemic levels.

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 2020 assessed values were 83.6% 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 4.50% for both years of the budget. This budget also includes a slight decrease in the collection rate of property taxes to 93.0% whereas it has been at 95.0% for the past few years.

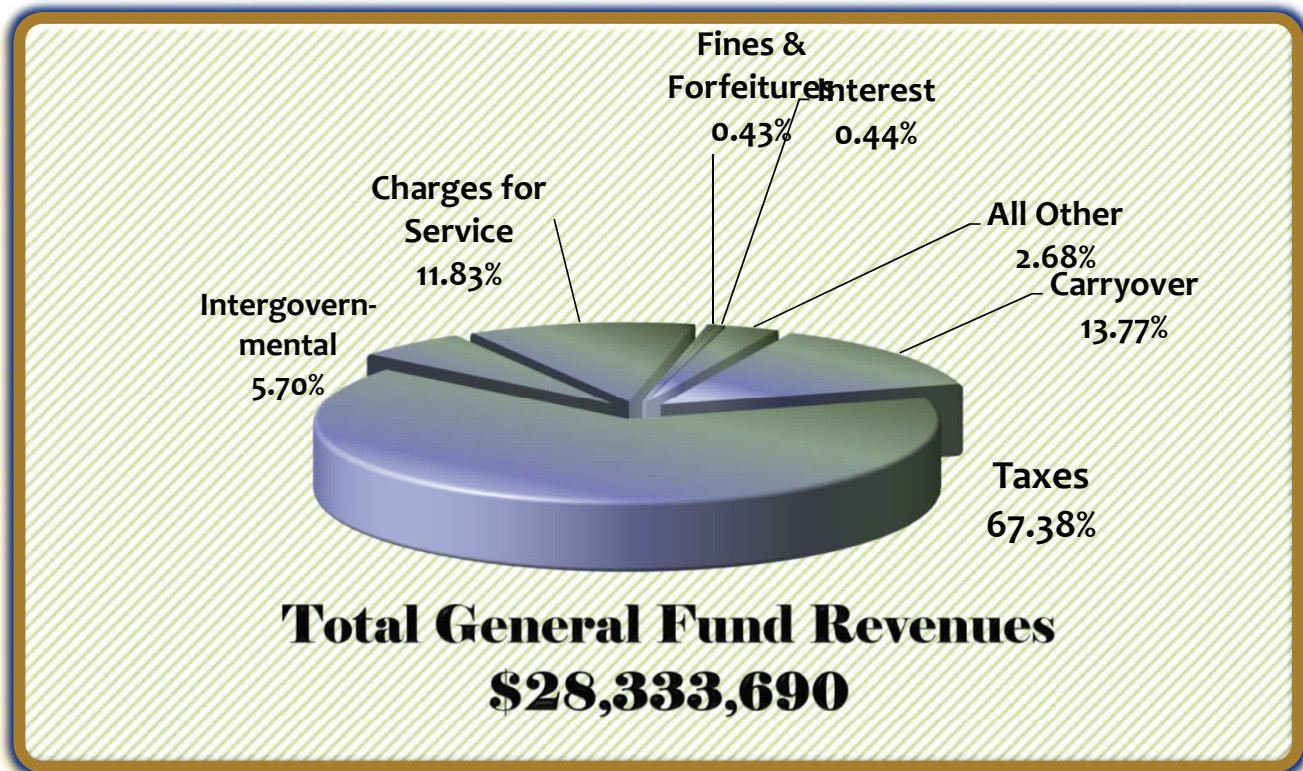
In addition to being an important source of revenue, the carryover is an indicator of the health of the fund - and as such is preserved through vigilant observance of the council's adopted financial policy guidelines. The estimated beginning carryover for the 2023/25 biennial budget is 13.76% of annual revenues; with the biennium ending carryover estimated to be 11.43%. Also in accordance with the City's current financial policies, the beginning and the ending carryovers, plus general contingency, are calculated on annual revenues.

Total franchise fees of \$3,041,985 equal 10.73% of general fund revenues, which has shown a steady increase since the general utility fee was adopted by City Council in March 2015.

Within charges for service, overhead fees are a significant resource - accounting for 5.41% 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.

Intergovernmental consists of state shared revenues, jurisdictional exchange, grants, and asset forfeiture revenue. Together, these revenues make up 5.80% of the total general fund revenues. Following 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 consistent 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. Several businesses that closed as a result of the pandemic were able to re-open during the 2021/23 budget period as the economy had recovered from the pandemic impacts. However, we are anticipating a slight decrease in business license revenue in the proposed budget as we anticipate hyper-inflation to continue to impact the economy which could affect small business owners.



General Fund - Revenues

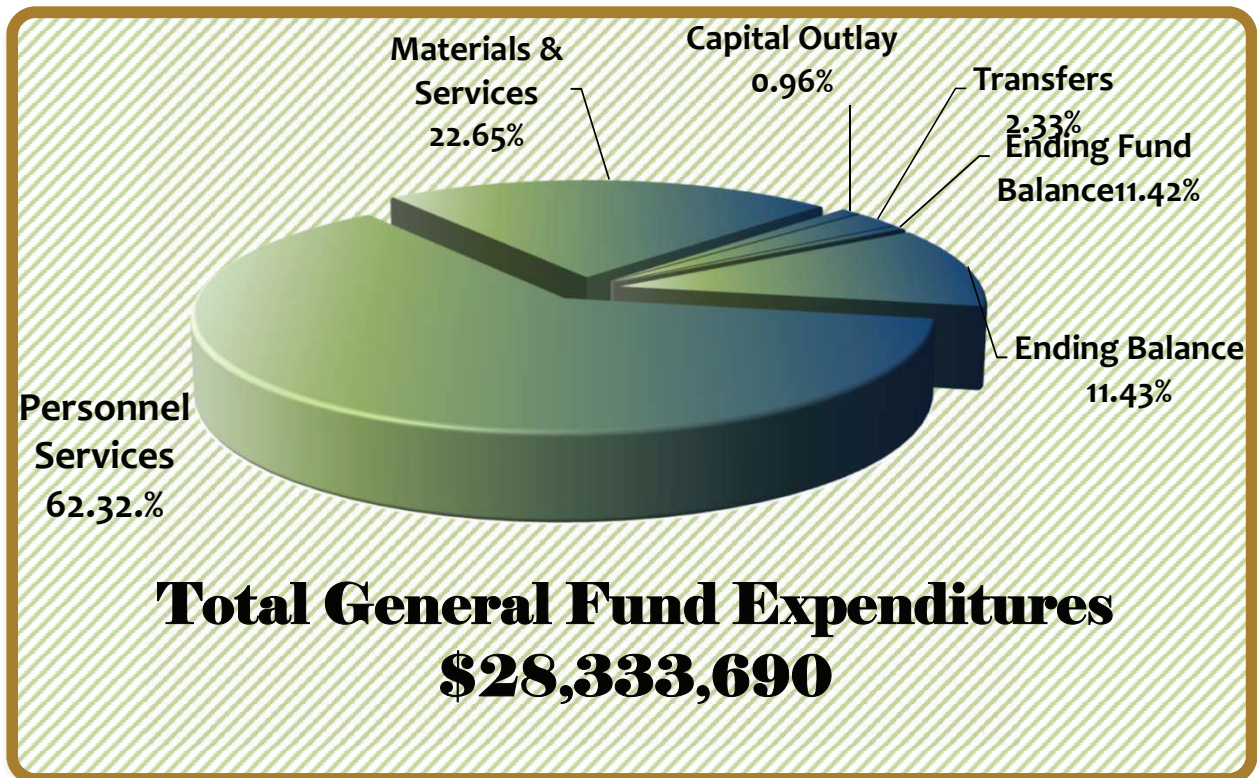
Description	2017/19 Actual	2019/21 Actual	2021/2023 Biennial Budget	2023/2025 Biennial Budget
Property Tax - Current	10,555,221	11,490,065	12,591,425	13,765,000
Property Tax - Prior Years	363,510	540,585	340,000	347,650
Hotel/Motel Room Tax	987,406	871,744	796,500	1,276,430
Franchise - Cable TV	300,595	301,189	304,500	317,810
Franchise - Electric	1,087,584	1,052,200	1,470,500	1,415,730
Franchise - Garbage	360,351	403,263	401,940	505,830
Franchise - Natural Gas	362,146	383,957	355,250	480,625
Franchise - Communications	79,795	96,632	75,110	96,180
Franchise - General Utility License Fee	170,868	198,732	198,940	225,810
Total Taxes	14,267,476	15,338,367	16,534,165	18,431,065
Business License	134,443	118,822	150,000	129,000
Business License Misc.	6,895	10,555	11,000	6,000
Liquor License	2,950	2,150	3,000	3,000
Total Licenses & Fees	144,288	131,527	164,000	138,000
Federal Grants - Police OT Reimbursement	0	567,991	50,000	50,000
State Grants	0	30,000	0	0
State 911 Telephone Tax	0	0	0	0
State Cigarette Tax	42,238	38,006	26,810	27,730
State Liquor Tax	578,417	657,349	679,950	775,770
State Marijuana Tax	52,320	0	0	0
State Revenue Sharing	354,112	415,547	475,285	474,680
Jurisdictional Exchange - School Dist.#6	57,500	120,650	277,020	305,745
Asset Forfeiture Revenue	162,279	100,116	155,475	10,000
Total Intergovernmental	1,246,866	1,929,659	1,664,540	1,643,925
City Overhead fees	1,517,000	1,535,600	1,535,600	1,535,600
Urban Renewal Services	0	0	0	0
Lien Search Fees	30,375	29,075	30,000	20,300
Park Use/Rental Fees	39,445	26,033	32,000	25,800
Planning Services	101,121	145,355	122,400	104,740
Police Services	24,925	16,885	25,000	10,500
Public Safety Fee	171,603	174,986	176,000	356,560
Parks Maintenance Fee	161,091	172,350	325,600	446,840
Recreation Classes	131,555	88,725	80,000	144,000
Recreation Fee	0	0	0	650,000
Administrative Fees	58,135	92,262	54,000	54,000
Vehicle Towing	5,700	5,475	4,600	4,750
Total Charges for Service	2,240,948	2,286,745	2,385,200	3,353,090
Municipal Court Fines	102,772	97,200	100,000	90,000
Municipal Court Collection Int	18,236	18,375	20,000	16,000
District Court Fines	23,699	18,199	17,000	16,000
Court Fees - Diversion/Administrative	0	0	0	0
Total Fines & Forfeitures	144,706	133,774	137,000	122,000

General Fund - Revenues

Description	2017/19 Actual	2019/21 Actual	2021/2023 Biennial Budget	2023/2025 Biennial Budget
Interest Income	213,128	123,167	111,650	123,350
Loan Interest Income - UR Loan	0	0	0	0
Total Interest Income	213,128	123,167	111,650	123,350
Miscellaneous Revenue	119,178	218,854	160,000	115,000
Debt Financing - Community Center	0	0	0	0
Parks & Recreation Events	91,812	6,213	93,000	81,500
Parks & Recreation Donation/Grants	3,755	0	0	0
Police Donations/Grants	36,880	184,063	200,000	155,000
Police - DARE Donations	20,198	10,206	20,000	20,000
Sale of Assets	0	537,954	500,000	250,000
Total Miscellaneous	271,823	957,290	973,000	621,500
Transfers In	0	0	250,000	0
Total Transfers	0	0	250,000	0
Carryover Balance	3,895,448	4,003,668	2,647,090	3,900,760
Total Carryover Balance	3,895,448	4,003,668	2,647,090	3,900,760
TOTAL REVENUES	22,424,684	24,904,197	24,866,645	28,333,690

General Fund - Summary

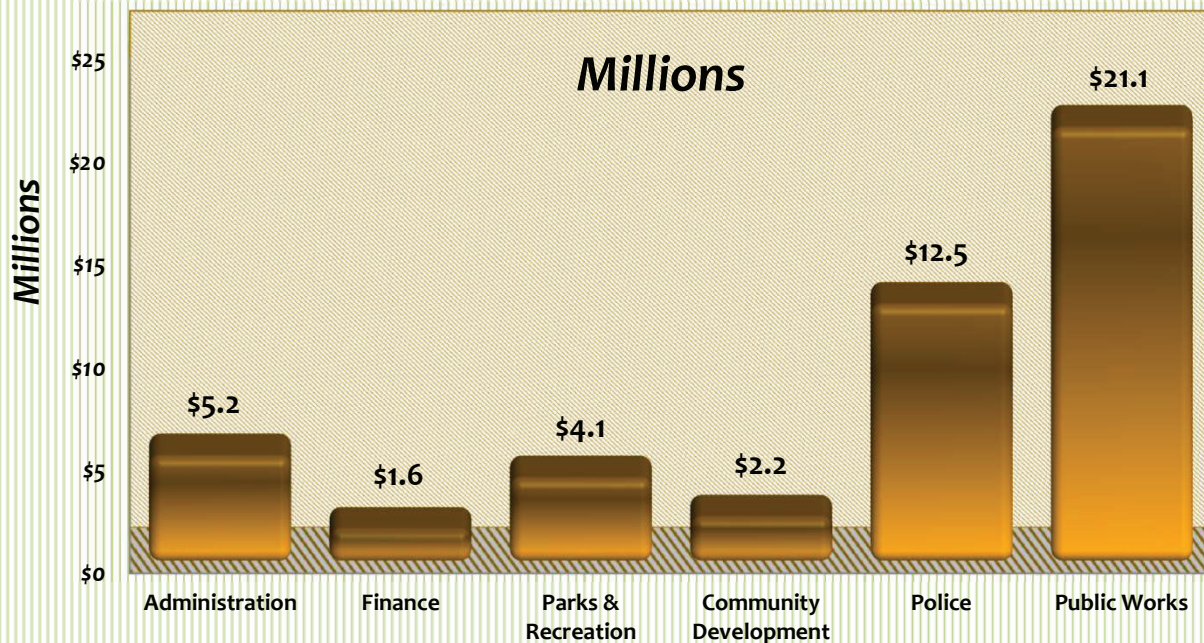
Description	2017/19 Actual	2019/21 Actual	2021/2023 Biennial Budget	2023/2025 Biennial Budget
Personnel Services	12,023,471	14,001,844	15,513,915	17,484,330
Materials & Services	5,618,001	5,987,772	6,187,955	6,417,275
Capital Outlay	533,443	342,335	310,000	273,000
Transfers	246,100	671,485	0	660,000
Contingency	0	0	180,000	150,000
Ending Balance	4,003,668	3,900,761	2,674,775	3,349,085
Total	22,424,684	24,904,198	24,866,645	28,333,690



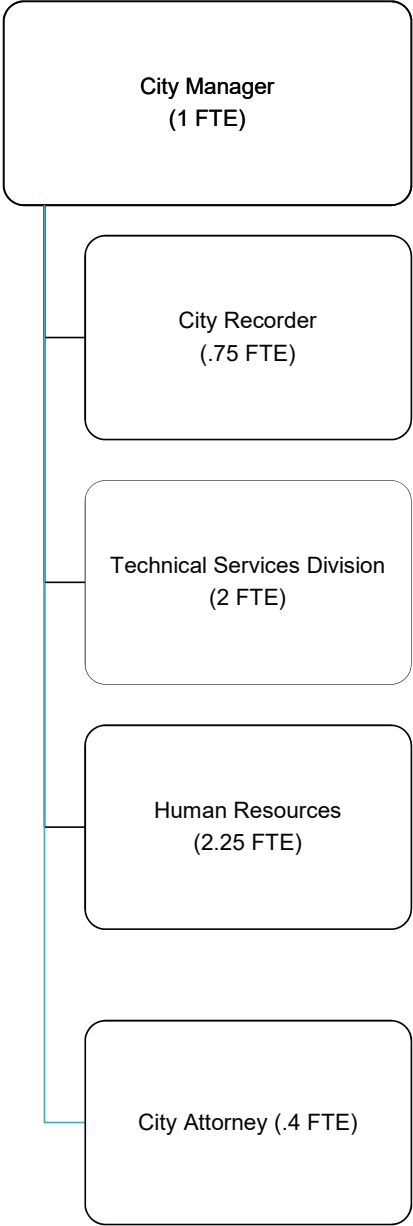
General Fund - Summary

Description	2017/19 Actual	2019/21 Actual	2021/2023 Biennial Budget	2023/2025 Biennial Budget
General Fund - Administration	1,495,039	1,647,699	1,862,595	2,145,150
General Fund - City Enhancement	394,514	602,899	363,000	457,000
General Fund - Technical Services	1,182,508	1,316,122	1,330,730	1,524,400
General Fund - Mayor & Council	126,340	125,857	159,980	165,870
General Fund - Finance	1,562,207	1,719,546	1,704,010	1,628,110
General Fund - Parks	1,927,489	1,949,594	2,474,505	2,743,920
General Fund - Recreation	861,125	875,688	1,125,300	1,337,380
General Fund - Planning	1,122,586	1,109,130	1,121,760	1,182,840
General Fund - Police	9,158,024	10,529,440	11,438,060	12,526,935
General Fund - Interdepartmental	345,084	455,978	431,930	463,000
Transfers	246,100	671,485	0	660,000
Contingency	0	0	180,000	150,000
Ending Balance	4,003,668	3,900,761	2,674,775	3,349,085
Total	22,424,684	24,904,198	24,866,645	28,333,690

2023/25 Total by Department



**Administration Department
(6.4 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. Additionally, the City Recorder will now assist the City's Finance Department on various projects and tasks, providing better efficiency and communication across departments.

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

Human Resources Assistant - Under the general direction of the Human Resources Director/Risk Manager, the Human Resources Assistant performs a wide variety of complex, professional work in areas relating to safety and risk management training, labor relations, and employee relations.

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

Key Objectives – City Manager

- Provide key information to the Mayor and Council to enable the 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
- Provide administrative support to the city manager, city council, and various City appointed boards/commissions
- Promote public information through all forms of communication
- Support the City's Finance Department on various projects and tasks

Key Objectives – Human Resources Director / HR Assistant / Safety Manager

- 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 periodic citizen surveys
- 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 monthly, providing helpful information regarding city events and information
- Capital project support
- Financial oversight
- 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

2023-2025 Administration Department Goals

- Continued Financial Stability
- Economic Development
- Public Engagement / Community Outreach
- Inter-Agency Coordination
- American Rescue Plan Implementation
- Facilities Modernization
- Proactive Business Engagement
- City Council Information
- Urban Renewal Oversight
- Staff Development, Recruitment, and Retention
- Central Point Community Center Project Support
- Bear Creek Greenway Revitalization Project Support
- Parks and Recreation Capital Project Support
- Affordable Housing
- Organizational Leadership/Culture

General Fund - Administration

Description	2017/19 Actual	2019/21 Actual	2021/2023 Biennial Budget	2023/2025 Biennial Budget
Salaries & Wages	651,921	725,738	847,885	932,735
Part-time Wages	21,676	51,538	34,750	180,160
City Taxes and Benefits	361,672	448,621	554,240	672,910
Total Personnel Services	1,035,269	1,225,897	1,436,875	1,785,805
City Facilities Rental	48,000	48,000	28,120	28,120
Advertising/Legal Notices	9,425	8,136	7,500	7,725
Bank Fees	0	0	0	0
Lease/Rentals	11,207	16,062	15,600	16,060
Travel/Training	23,071	16,231	22,500	30,000
Professional/Legal Services	223,783	196,430	200,000	100,000
Contract Services	100,123	81,074	85,000	87,500
Employee Involvement Programs	17,149	22,080	25,000	25,750
Safety Program	0	0	0	10,000
Equipment Repair/Maintenance	0	0	0	0
Books/Publications	1,454	2,149	3,000	3,090
Dues/Licenses	7,729	5,019	10,000	10,300
Food	3,838	4,632	5,000	7,500
Office/Shop Supplies	2,968	8,978	7,000	7,120
Postage	5,270	7,609	7,000	15,000
Sm. Equip/Tools/Furniture	2,387	2,940	6,000	6,180
Phone/Internet	3,368	2,463	4,000	5,000
Total Materials & Services	459,770	421,802	425,720	359,345
Total Administration	1,495,039	1,647,699	1,862,595	2,145,150

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	2017/19 Actual	2019/21 Actual	2021/2023 Biennial Budget	2023/2025 Biennial Budget
Community Events	16,195	10,482	23,000	45,000
Downtown Revitalization	39,038	64,259	65,000	65,000
City Financing/Loans	0	0	0	0
Utility Discount	64,570	59,941	25,000	58,000
Community Grants	0	284,641	0	0
BOB Donation to P&R Foundation	0	0	0	0
Food and Friends Program	24,000	24,000	0	24,000
Tourism Promotion	250,710	159,575	250,000	265,000
Total Materials & Services	394,514	602,899	363,000	457,000
Total City Enhancement	394,514	602,899	363,000	457,000



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 & goals.

KEY OBJECTIVES

- Website Refresh
- Office 365 Migration
- Network Switch Infrastructure Refresh
- Police Mobile Data Computers (MDC) Fleet Refresh
- Laserfiche Audit Implementation
- Windows 10 Virtual Desktop Refresh

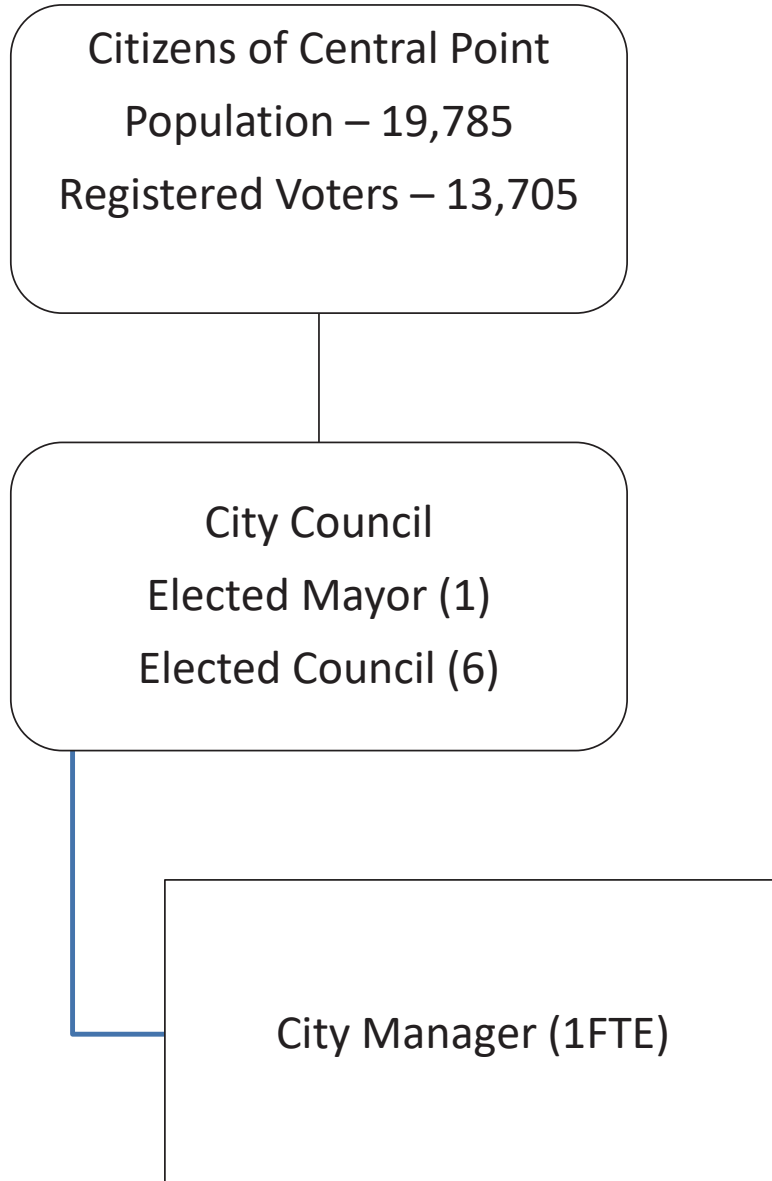
KEY PERFORMANCE MEASURES

- Update the overall visual appearance and restructure the pages to allow for easier access to commonly used content.
- Deploy Government version of Office 365 to provide a modern version of Microsoft Office along with Microsoft Teams for collaboration.
- Replace 8+ year old network switches with modern switchgear that has warranty support.
- Replace entire fleet of Police Mobile Data Computers (MDC) that do not support Windows 11 with new Windows 11 MDCs.
- Purchase and implement Laserfiche Audit feature to allow tracking and logging of user activity within Laserfiche. This gives the city visibility and logging of how, when, and what happens within Laserfiche.
- The current Windows 10 virtual desktop infrastructure is old and needs to be refreshed. The city will be moving from 1 unique Windows desktop for each user to a “master” Windows 10 image that gets used for all users Windows Virtual Desktops. This allows IT to administer 1 master Windows image thus reducing man hours in managing security updates for every user in the city.


General Fund - Technical Services Division

Description	2017/19 Actual	2019/21 Actual	2021/2023 Biennial Budget	2023/2025 Biennial Budget
Salaries & Wages	373,816	399,153	418,770	470,005
Overtime Wages	1,080	3,030	6,000	3,000
City Taxes and Benefits	165,729	200,737	229,240	283,975
Total Personnel Services	540,626	602,920	654,010	756,980
City Facilities Rental	20,000	20,000	11,720	11,720
Travel/Training	22,154	13,534	24,000	24,000
Professional Services	3,908	17,882	8,000	8,000
Contract Services	2,409	1,150	4,000	4,000
Computer Software Maintenance	320,807	382,251	445,400	519,000
Books/Publications	0	27	400	400
Computer Hardware/Software	104,955	151,093	112,800	80,000
Dues/Licenses	514	258	500	500
Office/Shop Supplies	705	1,118	1,800	1,800
Sm. Equip/Tools/Furniture	1,164	110	2,100	2,000
Phone/Internet	60,532	65,016	66,000	66,000
Total Materials & Services	537,149	652,440	676,720	717,420
Computer Hardware/Software	104,732	60,761	0	50,000
Total Capital Outlay	104,732	60,761	0	50,000
Total Technical Services	1,182,508	1,316,122	1,330,730	1,524,400


Mayor & City Council




At Large
Michael Parsons




Mayor
Hank Williams




At Large
Rob Hernandez




Ward I
Neil Olsen



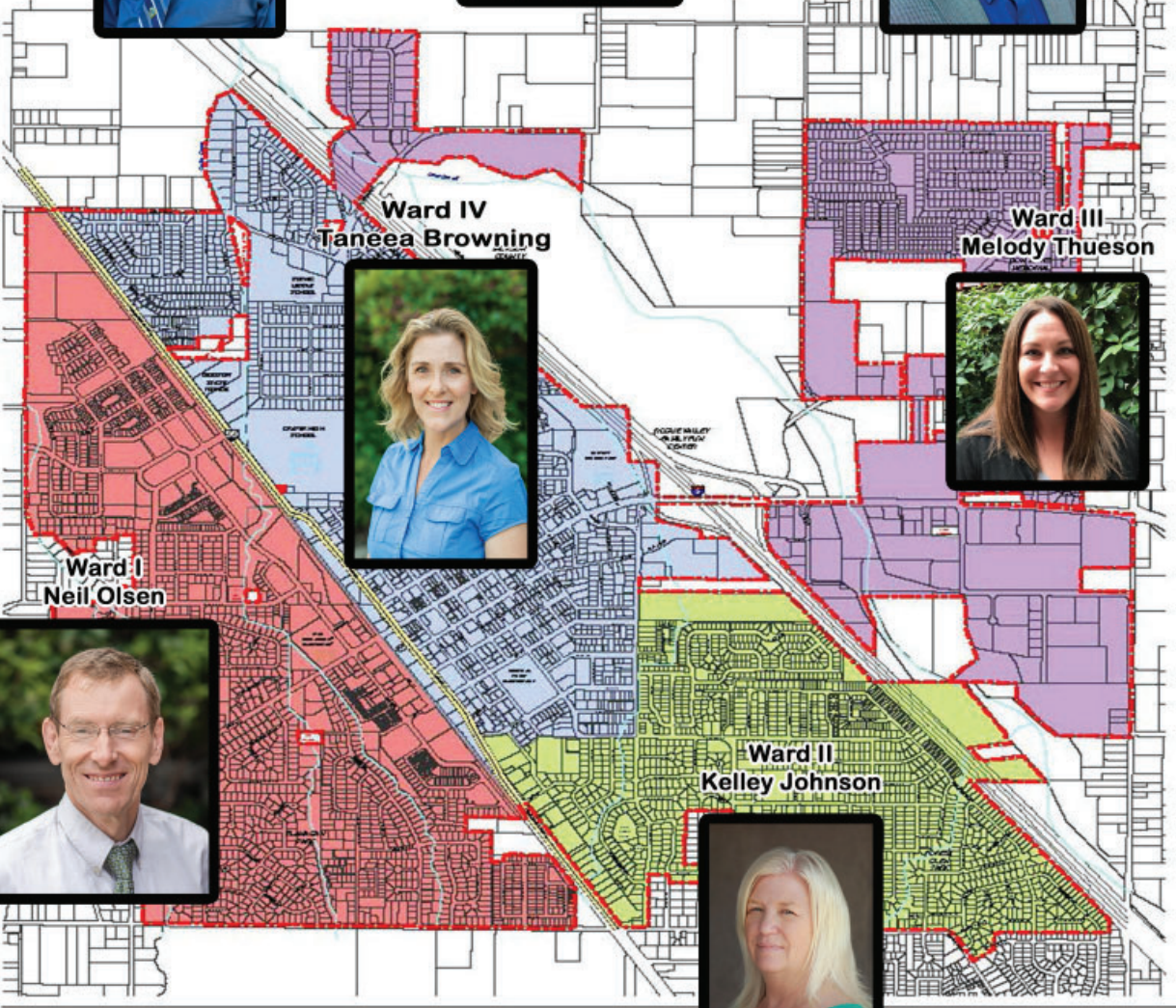

Ward II
Kelley Johnson



Ward III
Melody Thueson



Ward IV
Tanea Browning



The image features a map of Central Point, Missouri, divided into four wards. Each ward is color-coded and labeled with a council member's name. Ward I (red) is represented by Neil Olsen. Ward II (green) is represented by Kelley Johnson. Ward III (purple) is represented by Melody Thueson. Ward IV (blue) is represented by Tanea Browning. Three council members are listed as 'At Large': Michael Parsons (blue shirt), Hank Williams (Mayor, blue suit), and Rob Hernandez (grey suit). Each council member's name and title are placed above their respective portrait photograph. The map shows a grid of streets and a river winding through the city.

MAYOR & COUNCIL 2023-2025

- **Hank Williams, Mayor**
- **Neil Olsen, Councilor Ward I**
- **Kelly Johnson, Councilor Ward II**
- **Melody Thueson, Councilor Ward III**
- **Tanea Browning, Councilor Ward IV**
- **Mike Parsons, Councilor At-Large**
- **Rob Hernandez, Councilor At-Large, Council President**

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

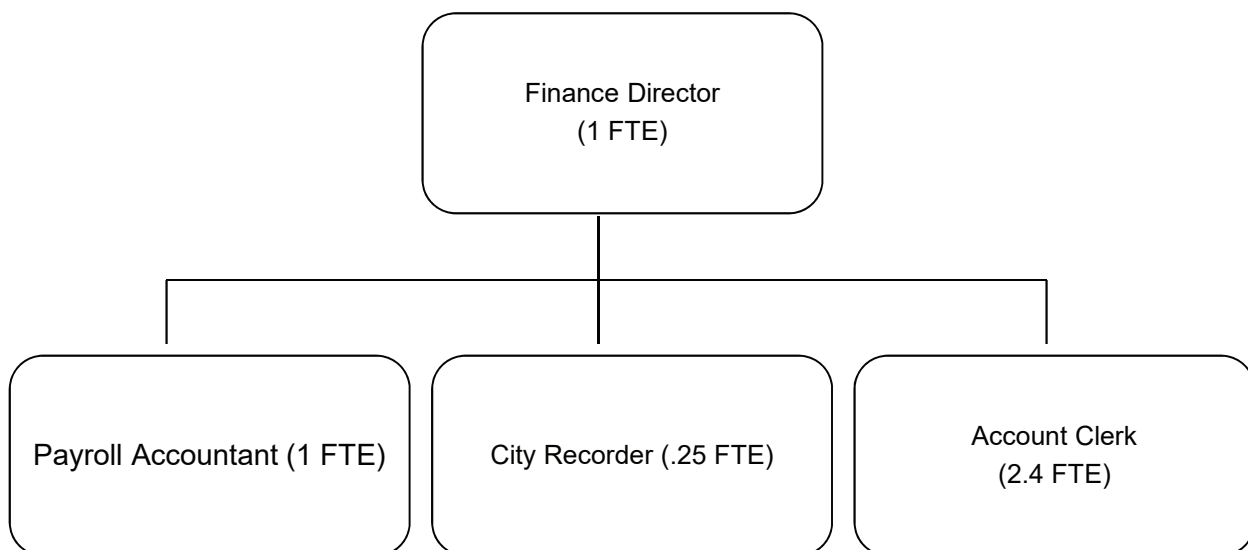
KEY PERFORMANCE MEASURES

- 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
- The 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	2017/19 Actual	2019/21 Actual	2021/2023 Biennial Budget	2023/2025 Biennial Budget
Salaries & Wages	28,050	31,050	31,200	27,600
City Taxes and Benefits	2,253	2,494	2,580	2,270
Total Personnel Services	30,303	33,544	33,780	29,870
Travel/Training	15,702	6,977	25,000	32,500
Professional Services	0	0	0	0
Community Events	7,769	10,307	9,000	13,500
Dues/Licenses	62,068	65,372	76,000	70,000
Food	3,046	1,212	5,000	6,000
Office/Shop Supplies	1,754	1,003	4,000	4,000
Phone/Internet	5,698	7,442	7,200	10,000
Total Materials & Services	96,037	92,313	126,200	136,000
Total Mayor & Council	126,340	125,857	159,980	165,870

**Finance Department
(4.65 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
- 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
- Changes in software or work processes that improve cost/time efficiency and provide for transparency in reporting

2023/2025 Department Goals

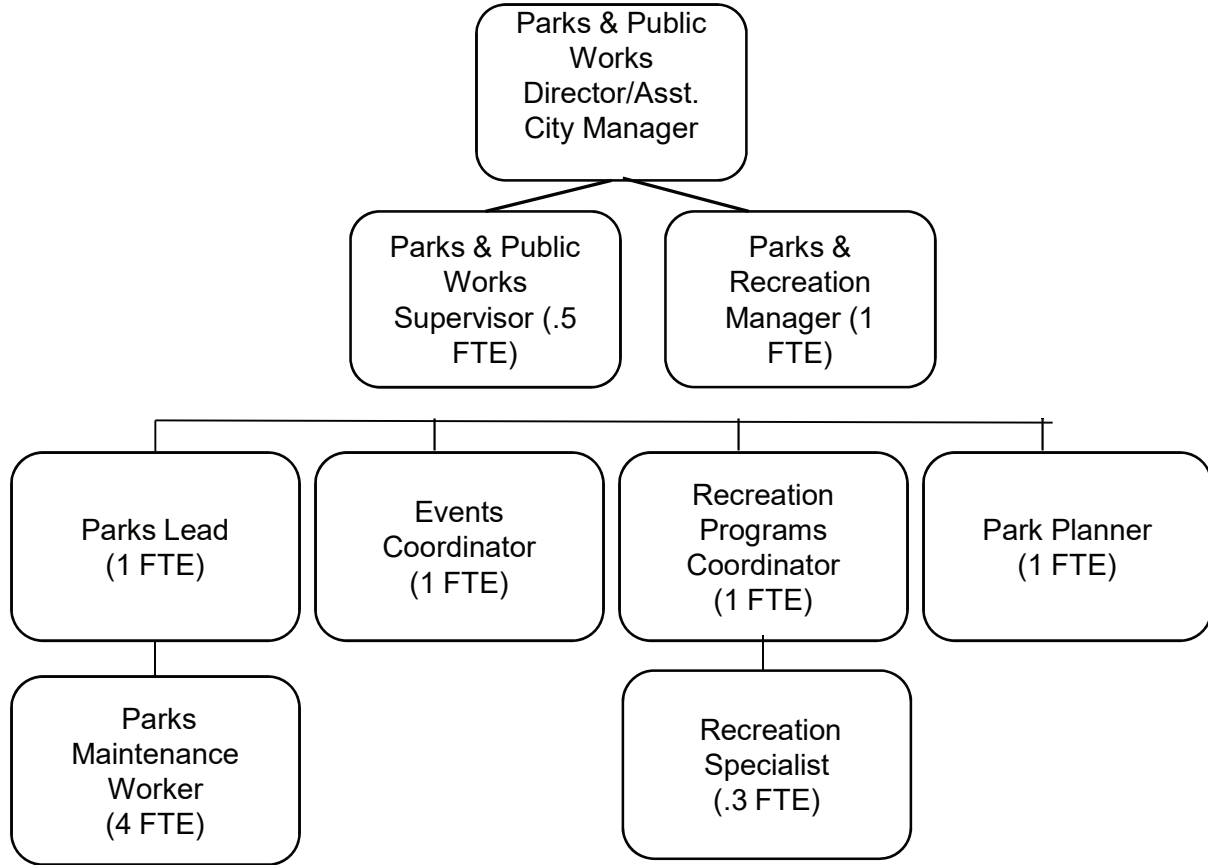
- GFOA Certificate of Achievement national "Excellence in Financial Reporting" annual award
- Zero audit findings: oversight and perfecting of processes, internal controls, and accounting to prevent material findings
- Review and update written Finance procedures for front office internal controls and 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

General Fund - Finance

Description	2017/19 Actual	2019/21 Actual	2021/2023 Biennial Budget	2023/2025 Biennial Budget
Salaries & Wages	724,948	772,688	793,250	694,780
Overtime Wages	2,788	1,096	4,000	5,000
Part-time Wages	0	0	0	0
City Taxes and Benefits	422,597	489,865	497,250	486,120
Total Personnel Services	1,150,333	1,263,649	1,294,500	1,185,900
City Facilities Rental	69,400	69,401	40,660	40,660
Advertising/Legal Notices	3,799	1,585	2,000	2,000
Bank/VISA Fees	124,200	147,123	150,350	138,000
Printing/Binding	12,648	6,745	11,500	6,000
Travel/Training	19,446	12,565	12,000	15,000
Professional Services	78,470	114,522	100,000	115,000
Contract Services	23,310	32,796	20,000	48,000
Equipment Repair/Maintenance	367	90	500	0
Dues/Licenses	6,764	5,465	6,000	7,000
Office/Shop Supplies	3,153	1,688	2,500	1,750
Postage	59,608	56,501	56,000	61,000
Sm Equip/Tools/Furniture	8,662	232	5,000	4,000
Phone/Internet	2,046	7,184	3,000	3,800
Total Materials & Services	411,875	455,897	409,510	442,210
Total Finance	1,562,207	1,719,546	1,704,010	1,628,110



**Parks & Recreation Department
(9.8 FTE)**



OVERALL GOAL

Provide landscape management for 15 parks, 145 acres of green space and 1.5 miles of trail system to provide safe, attractive, and modern places for public recreation activities. Preserve, enhance, and protect all green spaces in Central Point to enrich the quality of life for present and future generations.

KEY OBJECTIVES

- Maintain Parks & Open Space to maintenance standards.
- Construct new Playground and fall material at Forest Glen Park
- Construct new lighting at Pfaff Park.
- 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.
- Design Bear Creek Greenway Plan.
- Design Boes Park Conceptual Plan.
- Utilize Cartegraph program to track assess and information requests.

KEY PERFORMANCE MEASURES

- Usage: The number of visitors to our parks. This can be measured by counting the number of people who visit the park on a daily, weekly, or monthly basis. This will be based on spot surveys by staff.
- Safety: The safety of our park can be measured by monitoring crime rates, accidents, and injuries that occur within our park system.
- Cost per square foot: This metric will be used to evaluate whether maintenance costs are in line with industry standards and to identify opportunities to reduce costs without sacrificing quality.
- Preventive maintenance completion rate: Preventive maintenance tasks, such as regular inspections and cleaning, can help prevent more expensive repairs and equipment replacement. Measuring the completion rate of preventive maintenance tasks can help ensure that these important tasks are being performed on a regular basis



General Fund - Parks & Recreation - Parks

Description	2017/19 Actual	2019/21 Actual	2021/2023 Biennial Budget	2023/2025 Biennial Budget
Salaries & Wages	397,026	459,300	644,435	799,245
Overtime Wages	9,163	14,511	8,000	18,000
City Taxes and Benefits	253,620	344,566	476,770	593,280
Total Personnel Services	659,810	818,377	1,129,205	1,410,525
City Facilities Rental	49,000	50,000	29,300	32,000
City Equipment Rental	73,500	98,381	98,200	130,000
Lease/Rentals	997	0	1,000	0
Travel/Training	9,385	8,296	6,000	20,000
Professional Services	27,732	45,816	20,000	20,000
Contract Services	386,763	449,287	263,000	330,000
Building/Grounds Maintenance	226,864	152,557	300,000	300,000
Tree Maintenance: Tree City USA	3,932	32,072	20,000	23,000
Cemetery	0	0	40,000	56,000
Bear Creek Greenway	0	0	110,000	116,000
Books/Publications	0	156	0	0
Clothing Allowance	3,291	4,934	5,000	5,000
Dues/Licenses	827	618	1,000	4,000
Office/Shop Supplies	2,314	4,412	3,000	3,000
Safety/Ergonomic Supplies	0	0	0	0
Sm Equip/Tools/Furniture	10,186	14,375	18,000	5,000
Electric	87,081	90,594	88,000	76,000
Natural Gas	3,469	3,965	3,800	4,000
Phone/Internet	9,646	10,973	11,000	9,000
Water/Sewer	16,071	10,892	18,000	17,000
Total Materials & Services	911,060	977,329	1,035,300	1,150,000
Resurface Tennis Courts	58,242	0	0	0
Flannagan Park Parking Lot & Playground	0	67,740	100,000	0
Forest Glen Park	0	0	0	100,000
Summerfield Design	0	0	25,000	0
Little Leage Fields - Upgrades	0	24,995	0	0
BFF Park - Gazebo	0	20,000	0	0
Don Jones Park	7,220	0	100,000	0
Pfaff Park	163,719	0	0	100,000
Equipment	0	0	85,000	23,000
Skyrman Park - Arboretum	127,438	41,155	0	0
Total Capital Projects	356,620	153,889	310,000	223,000
Total Parks	1,927,489	1,949,594	2,474,505	2,783,525

OVERALL GOAL

Establish and maintain a varied and inclusive suite of recreation programs and special events that accommodate a spectrum of ages, interests, and abilities to serve the needs of the City of Central Point, support community livability, connect the community with its parks, and encourage greater recreation participation.

KEY OBJECTIVES

- **Community Center Development:** Assist with the planning and development of a community center in conjunction with Jackson County, including supporting outreach activities into the community and providing research on programming and operations.
- Continue and enhance partnerships with the EXPO, Central Point Chamber of Commerce, Direct Involvement Recreation Teaching (DIRT), Tree Committee, and Central Point School District #6 Jackson County Library Central Point Branch.
- Expand marketing of Central Point Parks, and Recreation branded material to increase awareness of recreation programs and special events.
- Expand outreach through social media and other means to increase the customer base, ensuring that diverse populations are served.
- Continue hosting special events throughout the City and working with local businesses and partners to bring various events. Incorporate more culturally diverse occasions and partner with established multicultural events in our valley. Provide consistent education and training opportunities for recreation staff to ensure they know all facets of recreation and special event programming.

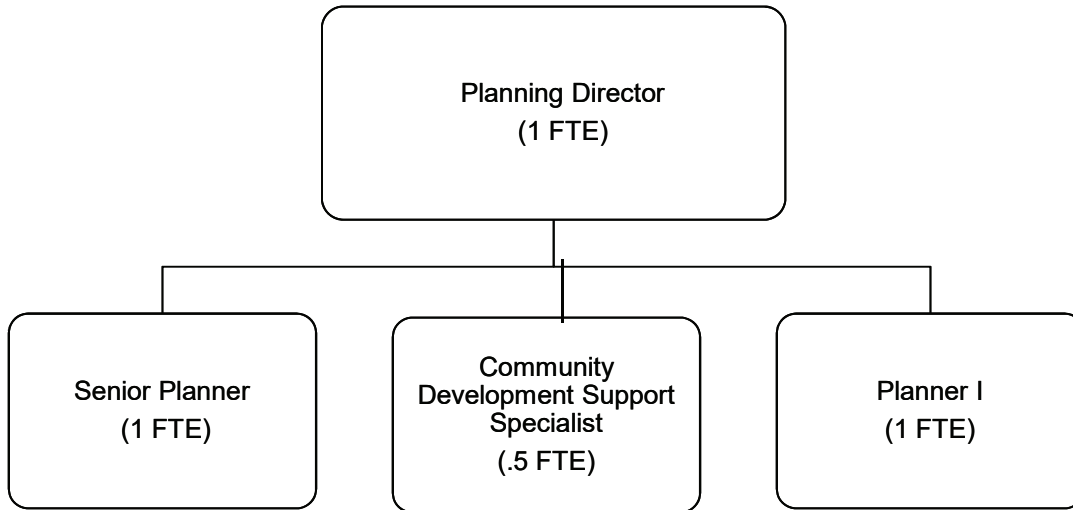
KEY PERFORMANCE MEASURES

- **Community Benefits:** Analyze how the recreation program or activity benefits Central Point. This will be measured by a combination of community surveys, focus groups, or social impact assessments.
- **Cost-effectiveness:** Analyze quarterly how classes are profiting. This will be measured through financial reports or cost-benefit analyses.
- **Special Events Attendance:** Attendance measures the number of people who attended our events. This will be measured through ticket sales, headcounts, or surveys.
- **Community Engagement:** Community engagement measures the level of attention and participation from our community. This will be measured through surveys, focus groups, or social media metrics.

General Fund - Parks & Recreation - Recreation

Description	2017/19 Actual	2019/21 Actual	2021/2023 Biennial Budget	2023/2025 Biennial Budget
Salaries & Wages	186,492	258,288	363,020	437,645
Overtime Wages	7,494	7,646	4,000	12,000
City Taxes and Benefits	106,909	169,386	266,110	317,110
Total Personnel Services	300,896	435,320	633,130	766,755
City Facilities Rental	70,000	70,031	41,020	41,020
Advertising/Legal Notices	3,140	5,314	10,000	5,000
Bank/VISA Fees	7,528	0	0	0
Printing/Binding	53,521	35,147	60,000	89,000
Lease/Rentals	537	0	0	0
Travel/Training	9,923	13,749	20,000	16,000
Professional Services	7,055	540	6,000	0
Contract Services (Recreation)	111,003	103,727	102,150	180,000
Instructors	33,859	35	0	0
Community Events	30,797	19,394	26,000	33,000
Community Events: Parks & Recreation Day	0	0	0	6,000
Community Events: Geocache	0	49	0	0
Community Events: Munch N Movies	4,336	15,841	12,000	8,000
Community Events: Battle of the Bones	70,414	47,623	0	0
Community Events: BOB Music	363	22	0	0
Community Events: Children's Pre-K	1,521	0	0	0
Community Events: Christmas	7,296	5,208	10,000	10,000
Community Events: Egg Hunt	10,580	4,986	10,000	10,000
Community Events: July 4th	10,655	4,753	12,000	12,000
Community Events: Made in Southern Oregon	0	7,344	16,000	16,000
Community Events: Battle of the Food Trucks	0	5,566	30,000	16,000
Recreation Programs	73,465	42,979	68,000	49,000
Equipment Repair/Maintenance	13	74	0	0
Building/Grounds Maintenance	11,533	4,092	0	0
Books/Publications	418	298	1,000	1,000
Software- Activenet Fees	5,390	9,255	10,000	12,000
Dues/Licenses	3,715	5,434	6,000	6,000
Office/Shop Supplies	13,090	14,886	9,000	5,000
Postage	8,589	8,315	21,000	0
Sm Equip/Tools/Furniture	5,374	2,255	9,000	4,000
Electric	4,083	5,114	5,000	4,000
Phone/Internet	2,034	8,339	8,000	8,000
Total Materials & Services	560,229	440,368	492,170	531,020
Total Recreation	861,125	875,688	1,125,300	1,297,775

**Community Development – Planning Division
(3.5 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

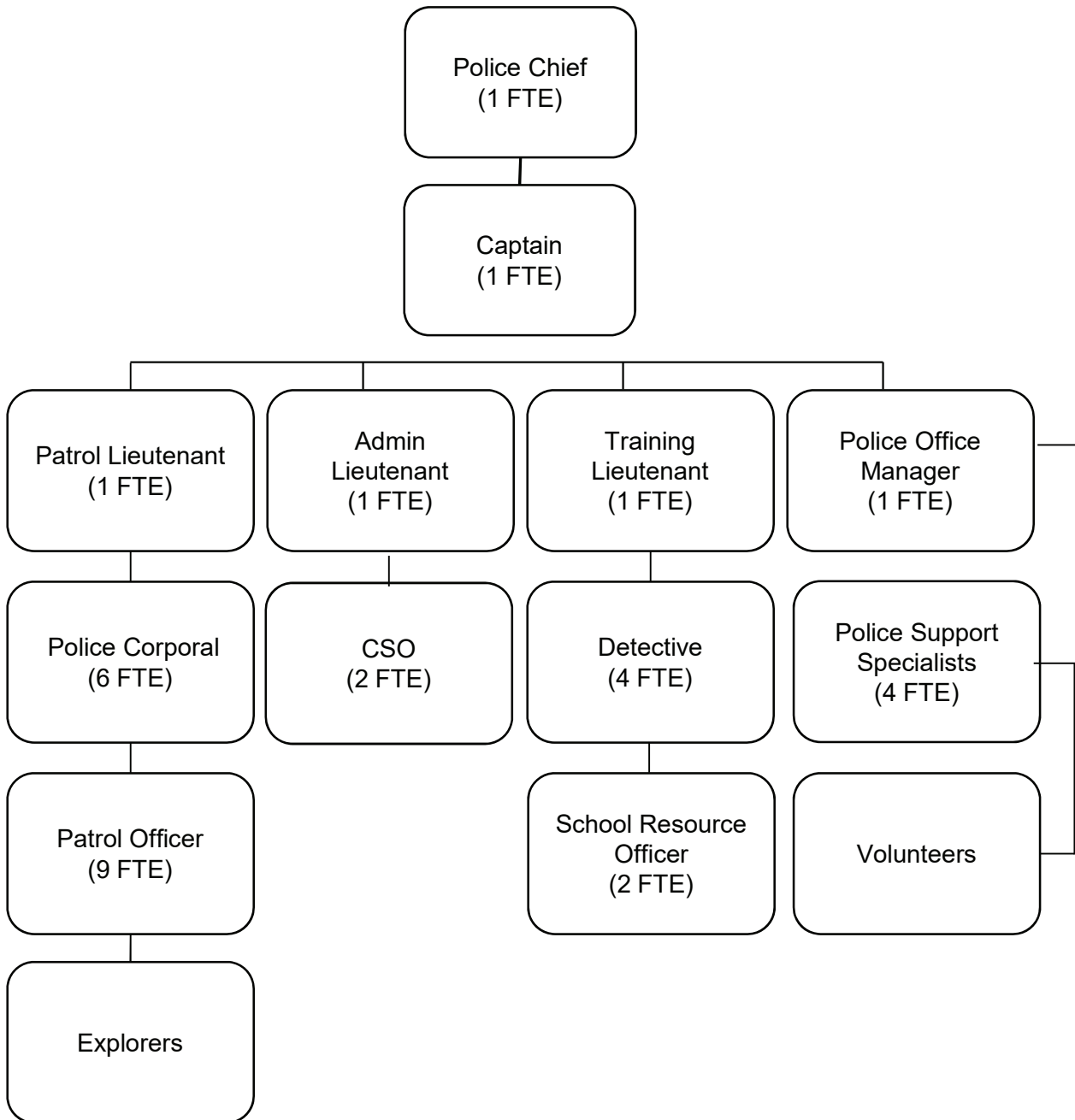
KEY PERFORMANCE MEASURES

- Complete updates to the Central Point Comprehensive Plan Public Facilities and Environmental Elements by the end of 2023.
- Update City’s land division ordinance for readability and ease of use by the end of 2023.
- Update the Natural Hazard Mitigation Plan as part of the Jackson County Multi-jurisdictional Plan update by the end of 2023.
- Start a multi-year planning effort in partnership with ODOT to update the City’s Transportation System Plan (TSP) under the new Statewide Transportation Planning Rule in OAR 660-012 in the first quarter of 2024.
- Update the zoning ordinance to align with the 2040 Strategic Plan, Comprehensive Plan; to comply with state laws and rules; and provide a format that is easy to understand and use throughout the biennium.
- Comply with Climate Friendly & Equitable Communities requirements, including:
 - Complete a Climate Friendly Area (CFA) Study by the end of 2023
 - Adopt at least one (1) CFA by June 30, 2024
 - Adopt a new Climate Friendly Comprehensive Plan Element by December 31, 2024
 - Adopt CFA regulations by December 31, 2024
 - Meet state reporting deadlines on May 31st in 2024 and 2025

General Fund - Community Development - Planning

Description	2017/19 Actual	2019/21 Actual	2021/2023 Biennial Budget	2023/2025 Biennial Budget
Salaries & Wages	598,296	621,886	590,600	668,105
Overtime Wages	1,368	1,893	3,000	1,000
Part-time Wages	92,015	0	0	0
City Taxes and Benefits	318,660	325,075	352,230	436,825
Total Personnel Services	1,010,339	948,855	945,830	1,105,930
City Facilities Rental	52,000	52,001	30,460	30,460
City Equipment Rental	9,500	12,000	12,000	12,000
Advertising/Legal Notices	6,845	3,664	8,000	8,000
Travel/Training	11,969	15,172	20,000	30,000
Professional Services	3,995	43,949	75,000	75,000
Contract Services	18,260	25,698	20,000	20,000
Dues/Licenses	3,765	3,067	4,000	5,000
Office/Shop Supplies	1,993	1,755	2,000	2,000
Postage	1,436	1,727	2,000	2,000
Sm Equip/Tools/Furniture	1,879	45	1,000	1,000
Phone/Internet	606	1,197	1,470	1,470
Total Materials & Services	112,247	160,274	175,930	186,930
Total Planning	1,122,586	1,109,130	1,121,760	1,292,860

**Police Department
(35 FTE)**



OVERALL GOAL

Support the City of Central Point mission by meeting the Police Department's logistical needs through progressive leadership and management of administrative responsibilities. Maintain public trust through transparency, accountability, and responsible stewardship of public funds. Continue to foster and enhance relationships between the Police Department and the members of our community.

KEY OBJECTIVES

- Creatively maximize resources through collaboration with City departments and community partners
- Continue to proactively deploy Police Department resources furthering increased safety in our community
- Maintain a well-trained staff focused on delivering exceptional customer service
- Enhance interaction with citizens through department hosted events, CPPD website, and social media
- Patrol the Bear Creek Greenway in our jurisdiction and work with partner agencies to allow it to be utilized by our citizens

KEY PERFORMANCE MEASURES

- Specific for FY2023-2025:
 - Re-focus on Police Department hands-on training in "post-Covid" era
 - Maintain accreditation throughout the '23/25 biennium
 - Acquire weapon mounted optics for patrol officers
 - Develop a process to continually update patrol vehicle fleet on a revolving basis
 - Focused maintenance and patrol on the greenway
 - Seek out and implement ways to support/increase employee wellness
- Be accessible to our citizens through City community events, police training functions, and donated events through community partners
- Continue personal and financial relationships with federal, state, and local partners
- Continued commitment to 2 School Resource Officers and 3 DARE instructors in all Central Point Schools

General Fund - Police

Description	2017/19 Actual	2019/21 Actual	2021/2023 Biennial Budget	2023/2025 Biennial Budget
Salaries & Wages	4,302,684	4,989,063	5,326,255	6,086,220
Overtime Wages	252,309	237,179	205,000	245,000
Overtime Wages - HTCU	0	0	0	0
Part-time Wages	0	0	0	0
City Taxes and Benefits	2,740,903	3,447,040	3,855,330	4,221,365
Total Personnel Services	7,295,896	8,673,282	9,386,585	10,552,585
City Facilities Rental	357,000	357,000	209,200	209,200
Bank/VISA Fees	976	0	0	0
Insurance Premiums	0	0	0	0
Lease/Rentals	178,829	183,880	310,000	310,000
Travel/Training	123,133	82,617	75,000	110,000
Dispatch Services	549,089	573,920	617,700	636,550
Professional Services	0	1,230	0	0
Contract Services	74,101	181,416	174,000	80,000
DARE	20,829	10,531	10,000	10,000
Investigations	1,188	1,188	17,500	17,000
Asset Forfeiture Expense	69,220	103,960	150,475	0
Volunteer Programs-VIPS	5,045	2,771	5,000	5,000
Volunteer Programs-Explorers	2,720	2,620	5,000	5,000
Vehicle Repair/Maintenance	88,624	40,141	35,000	80,000
Equipment Repair/Maintenance	6,185	2,266	5,000	8,000
Books/Publications	656	478	600	600
Clothing Allowance	51,886	37,591	58,000	60,000
Dues/Licenses	14,672	6,625	8,000	17,000
Fuel	102,225	93,070	116,000	120,000
Maintenance Supplies	126	0	0	0
Office/Shop Supplies	83,968	65,230	76,000	70,000
Postage	4,117	3,100	4,000	4,000
Sm Equip/Tools	66,134	41,436	111,000	70,000
Phone/Internet	61,405	65,087	64,000	64,000
Total Materials & Services	1,862,128	1,856,158	2,051,475	1,876,350
Total Police	9,158,024	10,529,440	11,438,060	12,428,935

General Fund - Interdepartmental

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
- Contingency account
- Ending fund balance account



General Fund - Interdepartmental

Description	2017/19 Actual	2019/21 Actual	2021/2023 Biennial Budget	2023/2025 Biennial Budget
Insurance Premiums/Claims	272,992	328,292	431,930	463,000
Dispatch Services - 911	0	0	0	0
Wtr Conservation Grant Project	0	0	0	0
Total Materials & Services	272,992	328,292	431,930	463,000
Capital Outlay	72,091	127,685	0	0
Total Capital Projects	72,091	127,685	0	0
Transfers Out - Street Fund	199,935	671,485	0	250,000
Transfers Out - Debt Service/DJ Park	46,165	0	0	0
Transfers Out - Reserve Fund	0	0	0	250,000
Transfers Out - Debt Service Fund	0	0	0	160,000
Total Transfers	246,100	671,485	0	660,000
Contingency	0	0	180,000	150,000
Total Contingency	0	0	180,000	150,000
Ending Balance	4,003,668	3,900,761	2,674,775	3,337,065
Total Ending Balance	4,003,668	3,900,761	2,674,775	3,337,065
Total Interdepartmental	4,594,852	5,028,224	3,286,705	4,610,065
<i>d</i>	22,424,684	24,904,198	24,866,645	28,333,690



OVERALL GOAL

The purpose of the Federal Stimulus Grant Fund is to account funds received and expended from the American Rescue Plan Act (ARPA) adopted by Congress in March 2021..

KEY OBJECTIVES

- To plan, direct, monitor, organize, and control the City's ARPA fund allocation in accordance with the program guidance contained within the US Department of Treasury's Final Rule from January 2022.

KEY PERFORMANCE MEASURES

- The City was identified as a non-entitlement unit (NEU) through the US Department of the Treasury's final rule for the ARPA funds; a local municipality with a population less than 50,000 and ARPA fund allocation less than \$10 million. With this identification, NEUs could elect a standard allowance under the *Replace Lost Public Sector Revenue* program category which allows use of funds up to \$10 million in aggregate, not to exceed their award amount, for general government services.
- The City of Central Point has received \$4.3 million in ARPA funding. The City of Central Point City Council appropriated these funds for a series of projects, community partners and services during the 2021-2023 budget process. Although many of these funds have been distributed, some projects—like the Central Point Little League Complex—remain in the "ongoing" category.

Federal Stimulus Grants Fund

Description	2017/19 Actual	2019/21 Actual	2021/2023 Biennial Budget	2023/2025 Biennial Budget
Federal Grant	0	0	2,764,315	0
State/Local Grants	0	0	0	0
Total Intergovernmental	0	0	2,764,315	0
Carryover Balance	0	0	1,920,930	916,570
Total Carryover Balance	0	0	1,920,930	916,570
Total Revenues	0	0	4,685,245	916,570
Grant Fund - Expenses				
Community Assistance	0	0	223,600	0
Technology Infrastructure	0	0	250,000	0
Total Materials & Services	0	0	473,600	0
Central Point Little League Field	0	0	1,699,700	916,570
Police Lobby	0	0	250,000	0
S Haskell Property Purchase	0	0	161,945	0
Don Jones Park Improvements	0	0	700,000	0
Temporary Recreation Facility	0	0	250,000	0
Jewett Storm Drain	0	0	0	0
Vehicles	0	0	100,000	0
Total Capital Outlay	0	0	3,161,645	916,570
Transfers Out - General Fund	0	0	250,000	0
Transfers Out - Street Fund	0	0	800,000	0
Total Transfers Out	0	0	1,050,000	0
Contingency	0	0	0	0
Total Contingency	0	0	0	0
Total Expenses	0	0	4,685,245	916,570
Ending Balance	0	0	0	0
Total Ending Balance	0	0	0	0
Total Interdepartmental	0	0	4,685,245	916,570

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 is the state gas tax and local street utility fees, with lesser amounts from franchise fees and system development charges (SDCs).

KEY OBJECTIVES

- Capital Project: Work on design of West Pine Street Reconstruction
- Capital Project: South Haskell Street
- Pavement Maintenance: The City will focus on high-quality maintenance of recently paved streets and address streets that need major maintenance.
- Maintenance projects on small asphalt repave throughout the City.

KEY PERFORMANCE MEASURES

- Pavement condition index (PCI): This is a numerical score that indicates the overall condition of a road's pavement, based on factors such as cracking, rutting, and potholes.
- Asset inventory and condition assessment: This measures the completeness and accuracy of inventory data on street assets, such as signs, signals, and pavement markings, as well as the condition of these assets.
- Cost per lane mile maintained: This measures the cost of maintaining each mile of roadway, taking into account labor, equipment, materials, and other expenses.

Street Fund

Description	2017/19 Actual	2019/21 Actual	2021/2023 Biennial Budget	2023/2025 Biennial Budget
Franchise - Electric	354,000	354,000	88,500	177,000
Franchise - Water	132,000	132,000	132,000	132,000
Total Taxes	486,000	486,000	220,500	309,000
Federal Grants	0	0	0	0
State Grants	0	0	0	0
State Gas Tax	2,444,312	2,625,423	2,966,630	3,085,350
Total Intergovernmental	2,444,312	2,625,423	2,966,630	3,085,350
Public Works Services	23,033	6,494	10,000	11,000
SDC Street Reimbursement	43,103	100,615	120,000	50,000
SDC Street Improvements	419,823	982,313	680,000	100,000
Street Utility Fees	1,249,854	1,301,112	1,560,000	1,699,500
Street Decorative Light Fee	2,916	4,921	5,000	5,600
Total Charges for Services	1,738,730	2,395,455	2,375,000	1,866,100
Interest Income	143,321	31,204	52,800	50,000
Total Interest Income	143,321	31,204	52,800	50,000
Miscellaneous Revenue	513,596	662,989	3,309,767	24,000
Total Miscellaneous	513,596	662,989	3,309,767	24,000
Transfers In	150,000	0	800,000	250,000
Total Transfers	150,000	0	800,000	250,000
Carryover Balance	4,145,085	2,724,387	1,451,005	1,657,420
Total Carryover Balance	4,145,085	2,724,387	1,451,005	1,657,420
Total Street Revenues	9,621,044	8,925,458	11,175,702	7,241,870

Description	2017/19 Actual	2019/21 Actual	2021/2023 Biennial Budget	2023/2025 Biennial Budget
Salaries & Wages	433,814	583,443	688,600	920,265
Overtime Wages	3,538	4,334	6,880	20,000
City Taxes and Benefits	274,588	432,658	546,475	678,370
Total Personnel Services	711,940	1,020,435	1,241,955	1,618,635
City Facilities Rental	80,000	80,000	46,880	46,880
City Equipment Rental	375,000	382,001	382,000	406,000
City Overhead Fees	300,000	300,000	300,000	320,000
Public Works Overhead Fees	514,000	542,000	542,000	554,000
Bank/VISA Fees	24,838	29,582	26,000	27,000
Lease/Rentals	830	3,474	2,000	3,600
Travel/Training	16,628	10,122	20,000	20,000
Professional Services	81,254	53,294	70,000	55,000
Contract Services	145,467	138,930	100,000	70,000
Sidewalk/Bikepath/Tree Maintenance	194,285	118,372	50,000	100,000
Infrastructure Maintenance	1,192,194	946,700	1,380,000	900,000
Street Sign Maintenance	0	400	0	0
Clothing Allowance	4,596	5,900	5,000	5,000
Dues/Licenses	868	4,420	1,000	6,000
Office/Shop Supplies	13,252	7,626	7,000	7,000
Safety/Ergonomic Supplies	252	958	1,000	0
Sm Equip/Tools/Furniture	24,495	19,637	36,000	36,000
Phone/Internet	11,754	20,008	17,000	17,000
Street Lights	363,159	344,823	350,000	350,000
Total Materials & Services	3,342,873	3,008,248	3,335,880	2,923,480
Equipment	11,948	4,194	0	0
Prior Capital Projects	883,640	0	0	0
Beebe/Hamrick (Intersection)	48,843	0	0	0
PW Corporation Yard Construction	0	412,674	2,183,767	0
Freeman Rd (CMAQ Project)	0	0	0	0
Crater Rail Crossing (Constr)	336,475	2,116,824	0	0
Street Improvements/Paving (Pittview)	0	47,019	0	0
Street Improvements/Flashing Beacon	0	0	900,000	0
Hamrick/Pine Phase 1 & 2	0	43,508	0	0
Alley	6,692	18,274	0	0
South Haskell	0	0	0	250,000
North I-5 On Ramp	0	377,000	0	0
Bike/Ped Safety Project	0	0	0	0
Scenic/Upton/10th Roundabout	0	0	0	0
Total Capital Projects	1,287,597	3,019,493	3,083,767	250,000
Transfers Out - Ops Center Debt Service			0	500,000
Transfers Out - Pine Street Signals Debt Service	60,000	30,000	139,680	218,000
Total Transfers Out	60,000	30,000	139,680	718,000
Total Street Operations/Capital Projects	5,402,410	7,078,175	7,801,282	5,510,115

Street Fund

Description	2017/19 Actual	2019/21 Actual	2021/2023 Biennial Budget	2023/2025 Biennial Budget
Prior Capital Projects	75,089	0	0	0
Beebe/Hamrick	38,717	0	0	0
Crater Rail Crossing (Eng)	990,651	116	0	0
Infrastructure Projects	0	0	0	250,000
West Pine Street - Grant Match	0	0	175,000	250,000
Hwy 99 - Scenic Match	0	0	200,000	0
Table Rock Rd Project	297,790	132	0	0
N. I-5 Off Ramp (City Match)	0	123,000	0	0
South Haskell Purchase	0	281,174	0	0
Hamrick/Pine Intersection Improvements	0	8,548	350,000	0
Total SDC Capital Projects	1,402,246	412,970	725,000	500,000
Developer Reimbursements/Credits	0	69,184	0	0
Total Debt Service	0	69,184	0	0
Transfers Out - Debt Service (10th/Scenic/Upton)	0	0	0	0
Transfers Out - Pine Street Signals	92,000	46,000	92,000	0
Total Transfers	92,000	46,000	92,000	0
Total Street SDC Capital Projects	1,494,246	528,154	817,000	500,000
Interdepartmental				
Contingency	0	0	900,000	400,000
Total Contingency	0	0	900,000	400,000
Ending Balance	2,724,387	1,319,129	1,657,420	831,755
Total Ending Balance	2,724,387	1,319,129	1,657,420	831,755
Total Street Interdepartmental	2,724,387	1,319,129	2,557,420	1,231,755

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

- Upgrades at Pfaff Park
- Boes Park conceptual design



Boes Park



Pfaff Park



Boes Park



Pfaff Park

Capital Improvement Fund

Description	2017/19 Actual	2019/21 Actual	2021/2023 Biennial Budget	2023/2025 Biennial Budget
State Grants	49,972	168,000	0	0
Total Intergovernmental Revenue	49,972	168,000	0	0
SDC Park Reimbursement	197,857	268,610	200,000	90,000
SDC Park Improvements	214,316	290,956	200,000	40,000
Total Charges for Service	412,173	559,566	400,000	130,000
Interest Income	19,275	11,018	15,000	20,000
Total Interest Income	19,275	11,018	15,000	20,000
Miscellaneous Revenue	0	9,985	0	0
Total Miscellaneous	0	9,985	0	0
Transfers In	0	0	0	0
Total Transfers	0	0	0	0
Carryover Balance	339,450	593,266	284,285	852,905
	339,450	593,266	284,285	852,905
Total CIP Revenues	820,870	1,341,834	699,285	1,002,905

Capital Improvement Fund

Description	2017/19 Actual	2019/21 Actual	2021/2023 Biennial Budget	2023/2025 Biennial Budget
Bohnert Farm Park	668	0	0	0
Total Capital Projects	668	0	0	0
Total Park Capital Projects	668	0	0	0
Don Jones Park	0	0	0	0
Pfaff Park Playground/ADA Compliance	34,415	0	40,000	30,000
Bohnert Farm Park	48,720	321,923	0	0
Beebe/Gebhard Park	0	0	0	0
Flannagan Park Playground Upgrade	0	128,076	60,000	0
Boes Park Conceptual Design	0	0	0	30,000
BFF Park Gazebo	0	0	0	0
South Haskell Purchase	0	170,853	0	0
Skyrman Park	0	0	0	0
Total SDC Capital Projects	83,136	620,851	100,000	60,000
Developer SDC Credit Obligations	0	0	0	0
Total Debt Service	0	0	0	0
Transfer Out - Debt Service (DJ Park)	143,800	71,750	0	0
Total Transfers Out	143,800	71,750	0	0
Total Park SDC Capital Projects	226,936	692,601	100,000	60,000
Transfers Out - Debt Service Fund	0	0	0	0
Total Transfers	0	0	0	0
Ending Balance	593,266	649,233	599,285	942,905
Total Ending Balance	593,266	649,233	599,285	942,905
Total Interdepartmental	593,266	649,233	599,285	942,905
Total Capital Improvements Fund	820,870	1,341,834	699,285	1,002,905



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

- No expenditures are budgeted



Reserve Fund

Description	2017/19 Actual	2019/21 Actual	2021/2023 Biennial Budget	2023/2025 Biennial Budget
Interest Income	30,848	19,120	20,000	19,000
Total Interest	30,848	19,120	20,000	19,000
Miscellaneous Revenue	0	0	0	0
Total Miscellaneous	0	0	0	0
Transfers In - HTCU Fund	78,842	0	0	0
Transfers In - General Fund Fund	0	0	0	250,000
Transfers In - Building Fund	0	0	0	0
Transfers In -Water Fund	0	0	0	0
Transfers In - Stormwater Fund	0	0	0	0
Transfers In- Internal Service Fund/Facilities	50,000	25,000	50,000	0
Transfers In- Internal Service Fund/Fleet	0	0	0	0
Total Transfers	128,842	25,000	50,000	250,000
Carryover Balance	689,618	849,308	708,385	528,385
Total Carryover	689,618	849,308	708,385	528,385
Total Reserve Fund Revenues	849,308	893,428	778,385	797,385
Facility Improvements	0	250,466	250,000	200,000
Equipment	0	0	0	0
Vehicles	0	0	0	0
Police Vehicles	0	0	0	0
Total Reserve Fund Projects	0	250,466	250,000	200,000
Ending Balance	849,308	642,963	528,385	597,385
Total Ending Balance	849,308	642,963	528,385	597,385
Total Interdepartmental	849,308	893,429	778,385	797,385
Total Reserve Fund	849,308	893,429	778,385	797,385

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

- 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 2021/2023 biennium budget period.

**Debt Summary Recap
For Fiscal Years 2023/24 & 2024/25**

Debt Per Capita
\$549.53

Debt Issued for:	Balance at 6/30/2023	~ Budgeted ~		Balance at 6/30/2025	<i>Payoff date ~</i>
		Retirements	Additions		
Water Reservoir Refunding	3,184,000	(646,000)	0	2,538,000	December 2031
East Pine Streetscaping - City	853,000	(196,000)	0	657,000	December 2031
East Pine Streetscaping - CP Dev	2,642,000	(580,000)	0	2,062,000	December 2031
Public Works Corporation Yard	6,551,300	(935,900)	0	5,615,400	December 2035
	\$13,230,300	(\$2,357,900)	\$0	\$10,872,400	

Debt Service Fund

Description	2017/19 Actual	2019/21 Actual	2021/2023 Biennial Budget	2023/2025 Biennial Budget
Federal Grants	0	0	0	0
Total Intergovernmental	0	0	0	0
City Facilities	384,000	384,000	0	0
Penalty Charges (SA's)	0	0	0	0
Debt Service Fees (CP Developmen Comm.)	358,214	497,300	601,775	704,585
Debt Service Fees (Water Fund)	0	0	0	0
Debt Service Fees (Strmwtr Fund)	0	0	0	0
Total Charges for Services	742,214	881,300	601,775	704,585
LID Principal Payments	0	0	8,870	0
LID Interest Payments	0	0	3,680	0
Total Special Assessments	0	0	12,550	0
Interest Income	4,567	793	200	425
Total Interest Income	4,567	793	200	425
Miscellaneous Revenue	0	0	38,050	0
Total Miscellaneous	0	0	38,050	0
Transfers In - General Fund (DJ Park)	244,000	671,485	0	0
Transfers In - General Fund (PW Ops Center)	0	0	0	160,000
Transfers In - Street Op (PW Ops Center)	0	0	0	500,000
Transfers In - Street SDC (10th/Scenic)	0	0	0	0
Transfers In - Street Op (Pine Street Signals)	30,000	30,000	59,680	218,000
Transfers In - Street SDC (Pine Street Signals)	46,000	46,000	92,000	0
Transfers In - CIP (DJ Park)	71,900	71,750	0	0
Total Transfers	391,900	819,235	151,680	878,000
Carryover Balance	60,465	47,615	57,210	73,115
Total Carryover	60,465	47,615	57,210	73,115
Total Debt Service Revenues	1,199,146	1,748,943	861,465	1,656,125

Debt Service Fund

Description	2017/19 Actual	2019/21 Actual	2021/2023 Biennial Budget	2023/2025 Biennial Budget
Professional Services	0	0	0	0
Urban Renewal Loan	0	0	0	0
Total Materials & Services	0	0	0	0
PW Ops Center	0	0	0	660,000
10th/Scenic/Upton - Principal	0	0	0	0
City Hall Bond Interest	0	0	0	0
City Hall Bond Principal	0	0	0	0
Don Jones Park - Interest	0	0	0	0
Don Jones Park - Principal	0	0	0	0
LID Bond Principal	0	0	0	0
LID Bond Interest	0	0	0	0
Pine Street Signals - Interest	44,418	38,478	32,360	26,000
Pine Street Signals - Principal	115,000	113,000	119,000	123,000
E. Pine Streetscaping - Interest (CP Dev Comm)	141,214	172,300	202,375	124,585
E. Pine Streetscaping - Principal (CP Dev Comm)	217,000	325,000	450,000	580,000
Series 2014 Interest	64,873	12,729	0	0
Series 2014 Principal	569,026	1,014,662	0	0
Total Debt Service	1,151,530	1,676,168	803,735	1,513,585
Ending Balance	47,615	72,775	57,730	142,540
Total Ending Balance	47,615	72,775	57,730	142,540
Total Interdepartmental	1,199,145	1,748,943	861,465	1,656,125
Total Debt Service Fund	1,199,145	1,748,943	861,465	1,656,125



OVERALL GOAL

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

The Building Division is responsible for building code enforcement, permit processing, plan review, inspections, and issuance of Certificate of Occupancy. Staff also work with developers and offer consultation services with contractors and homeowners. The Building Division assures that structures built within the City limits comply with all local, state, and federal codes.

The Building Division is supported primarily from building permit and inspection fees. Under Oregon Revised Statute (ORS) 455.210 (3) (c), "Fees collected by a municipality under this subsection shall be used for the administration and enforcement of a building inspection program for which the municipality has assumed responsibility under ORS 455.148 (Comprehensive Municipal Building Inspection Programs) or 455.150 (Selective Municipal Building Inspection Programs)."

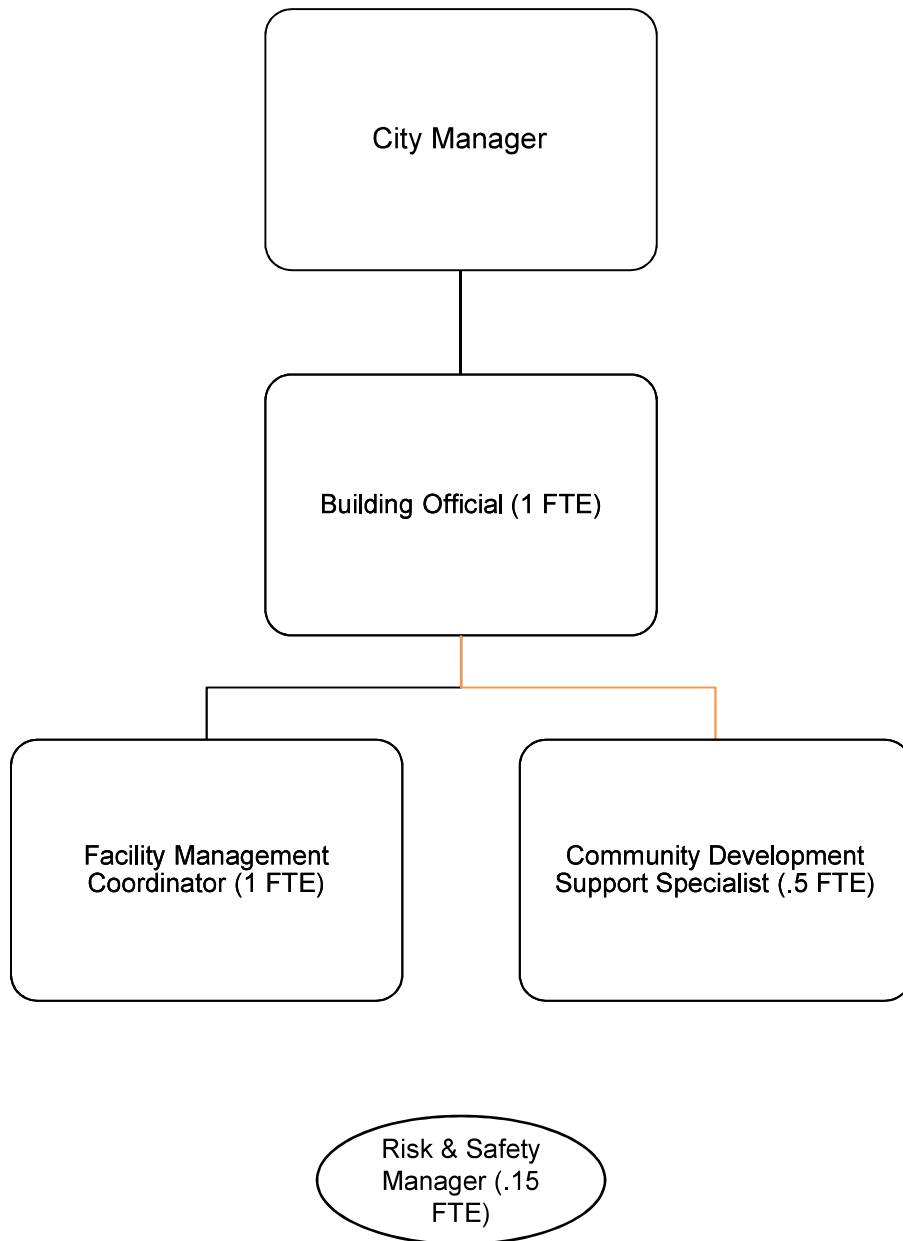
KEY OBJECTIVES

- Continue to provide all plan review and inspections 'in-house'
- Coordinate with other City departments to abate hazardous and/or derelict property
- Maintain superior performance with limited personnel through multiple certifications
- Maintain code certification and consistency with State and National standards
- Assist with project management for City projects by providing technical expertise
- Provide exceptional customer service in issuing building permits and conducting inspections

PERFORMANCE MEASURES

- Number of single family dwelling permits issued
- Number of structural, mechanical, plumbing and electrical permits issued
- Number of inspections completed
- Maintain Building Code Effectiveness Grading Schedule (BSEGS) rating
- Successful joint enforcement of codes with other departments and agencies

Community Development – Building Division



Building Fund - Community Development-Building

Description	2017/19 Actual	2019/21 Actual	2021/2023 Biennial Budget	2023/2025 Biennial Budget
Building Permits/Residential	85,849	90,563	110,000	60,000
Building Permits/Commercial	118,990	135,294	185,000	170,000
Building Plan Review	178,042	285,897	240,000	200,000
Electrical Permits	66,546	106,521	90,000	90,000
Mechanical Permits	41,426	59,711	46,000	50,000
Plumbing Permits	79,834	110,284	96,000	90,000
Total Charges for Service	570,688	788,270	767,000	660,000
Interest Income	27,870	25,218	16,500	39,000
Total Interest Income	27,870	25,218	16,500	39,000
Miscellaneous Revenue	680	741	0	0
Total Miscellaneous	680	741	0	0
Carryover Balance	432,808	624,229	869,010	925,840
Total Carryover	432,808	624,229	869,010	925,840
Total Building Fund Revenues	1,032,046	1,438,458	1,652,510	1,624,840



Building Fund - Community Development-Building

Description	2017/19 Actual	2019/21 Actual	2021/2023 Biennial Budget	2023/2025 Biennial Budget
Salaries & Wages	195,042	271,696	369,720	488,240
Overtime Wagers	0	763	0	0
City Taxes and Benefits	99,900	154,983	240,125	311,345
Total Personnel Services	294,943	427,442	609,845	799,585
City Facilities Rental	20,000	24,000	14,060	14,060
City Equipment Rental	5,000	5,000	5,000	10,000
City Overhead Fees	45,000	62,000	62,000	62,000
Travel/Training	4,861	1,027	5,000	6,500
Contract Services	31,851	52,168	36,000	36,000
Books/Publications	940	921	1,000	3,000
Dues/Licenses	2,234	1,913	1,300	2,400
Office/Shop Supplies	1,142	1,449	1,600	600
Postage	8	371	0	200
Phone/Internet	1,839	1,340	1,400	2,000
Total Materials & Services	112,874	150,189	127,360	136,760
Total Building Operations	407,817	577,631	737,205	936,345
terdepartmental				
Contingency	0	0	6,000	5,000
Total Contingency	0	0	6,000	5,000
Ending Balance	624,229	860,828	909,305	683,495
Total Ending Balance	624,229	860,828	909,305	683,495
Total Interdepartmental	624,229	860,828	915,305	688,495
Total Building Fund	1,032,046	1,438,459	1,652,510	1,624,840



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 water supply for fire protection is also a paramount consideration in constructing and maintaining Central Point’s water distribution system.

Fund Resources: This Enterprise Fund is self-supporting primarily from water sales. Another revenue is provided through service fees and meter installations. System Development Charges (SDCs) are paid by new developments and used to fund the expansion of the water system as well as debt obligations for the Vilas Water Reservoir and E. Pine Street waterline.

KEY OBJECTIVES

- Replacement & Reinvestment Funds – The 23-25 FY goal is to complete a parallel pipe transition plan. This project will transfer water meters from older lines to adjacent parallel pipes, allowing the City to de-commission the older lines.
- Upgrade the last crossings between Pine and Beall lane, near the Dutch Bros. Coffee, stand on S. Front Street. This last crossing upgrade will allow for better water distribution throughout the City and allow for potential growth areas to the west of Grant Road.
- Cast Iron Pipe Replacement: Continue the program to de-commission older waterlines downtown.

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 on summer temperatures, fires, and the duration of warmer weather. We will measure the times we exceed threshold numbers established by the Medford Water Commission (MWC).
- Unplanned Service Disruptions: This measure indicates the number of system failures in which multiple customers experience outages during water system breakdowns and is a standard performance measure in the budget document

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

	FY 19/20	FY 20/21	FY 21/22
CP Distributions	2	1	1
Industry Standard	4	4	4

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

	FY 19/20	FY 20/21	FY 21/22
CP Distributions	0	0	0
Industry Standard	4	4	4

Water Fund

Description	2017/19 Actual	2019/21 Actual	2021/2023 Biennial Budget	2023/2025 Biennial Budget
Penalty Charges	127,650	92,275	105,560	110,000
Public Works Services	3,526	56	0	0
SDC Water Improvements	148,198	203,535	142,100	70,000
SDC Water Reimbursement	64,326	102,149	87,290	40,000
Administrative Fee	21,790	17,040	20,000	26,000
System Repair & Replacement	212,756	220,510	220,000	232,000
Water Connect/Other Services	59,823	67,420	56,000	40,000
Backflow Service Fees	119,384	120,617	120,000	122,000
Water Sales	6,147,316	6,559,732	8,018,500	8,480,000
Total Charges for Service	6,904,770	7,383,335	8,769,450	9,120,000
Interest Income	56,652	9,772	18,000	3,000
Total Interest Income	56,652	9,772	18,000	3,000
Miscellaneous Revenue	11,438	137,255	0	0
Financing Proceeds	0	425,650	2,183,767	0
Total Miscellaneous	11,438	562,905	2,183,767	0
Carryover Balance	2,807,325	1,298,155	1,073,805	830,375
Total Carryover	2,807,325	1,298,155	1,073,805	830,375
Total Water Revenues	9,780,184	9,254,167	12,045,022	9,953,375



Description	2017/19 Actual	2019/21 Actual	2021/2023 Biennial Budget	2023/2025 Biennial Budget
Salaries & Wages	912,202	839,011	1,072,580	1,423,740
Overtime Wages	21,038	21,929	16,000	20,000
City Taxes and Benefits	584,443	595,288	791,615	1,067,755
Total Personnel Services	1,517,683	1,456,228	1,880,195	2,511,495
City Facilities Rental	97,000	97,001	56,820	56,820
City Equipment Rental	237,000	302,000	302,000	310,000
City Overhead Fees	750,000	750,000	750,000	375,000
Public Works Overhead Fees	430,000	480,000	480,000	510,000
Bank/VISA Fees	24,838	27,255	26,000	30,000
Travel/Training	45,004	20,889	43,000	40,000
Professional Services	31,398	51,441	30,000	30,000
Contract Services	185,570	124,341	132,000	0
Other Services (Backflow)	0	0	0	17,000
Utility Discount	1,633	959	1,000	2,000
Equipment Repair/Maintenance	0	17	0	0
Infrastructure Maintenance	286,779	255,837	340,000	494,000
Water Conservation Program	0	0	0	6,000
Computer/Software Maintenance	10,101	2,605	5,000	115,000
Water Rights Maintenance	64,971	61,212	60,000	65,000
Books/Publications	0	0	0	400
Clothing Allowance	10,373	7,717	10,000	11,000
Dues/Licenses	6,315	10,562	12,500	6,000
Office/Shop Supplies	14,104	8,759	10,600	7,000
Safety/Ergonomic Supplies	188	5,657	0	0
Postage	1,152	2,233	600	3,000
Sm Equip/Tools/Furniture	33,836	12,855	40,000	20,000
Developer Water Supplies	0	9,702	0	78,000
Electric	28,112	13,031	25,000	15,000
Phone/Internet	30,991	30,570	40,000	43,000
Water Purchase	1,513,214	1,813,845	1,825,000	2,066,430
Water Franchise Fee	132,000	132,000	132,000	132,000
Total Materials & Services	3,934,580	4,220,489	4,321,520	4,432,650
Equipment	52,728	44,193	0	120,000
Emergency Pump - Vilas	0	124,338	0	0
Beall Waterline Crossing Upgrade	2,702	74,115	0	0
PW Corporation Yard Construction	0	357,268	2,183,767	0
R& R Project - Rock Way/Hopkins	186,209	0	0	0
Laurel St	258,222	24,724	0	450,000
Infrastructure Imp. - E. Pine - 7th to 10th	1,448,215	0	0	0
Infrastructure Imp. - Hopkins Road	0	0	250,000	0
Infrastructure Imp. - Jewett	0	18,251	250,000	0
Infrastructure Imp. - SCADA Integration	0	151,598	190,000	0
Infrastructure Imp. - South Haskell	0	0	200,000	250,000
R&R Projects	8,500	984,007	200,000	125,000
Total Capital Projects	1,956,576	1,778,494	3,273,767	945,000
Note Payable - Ops Center	0	0	0	500,000
Note Payable - Pine Water Line - Front to 7th	11,880	21,212	17,655	13,960
Loan Interest - Water Reservoir	248,403	216,018	184,430	151,170
Note Payable Princ - 10th/Scenic/Upton	0	0	0	0
Note Payable - Pine Water Line - Front to 7th	64,566	32,000	69,000	73,000
Loan Principal - Water Reservoir - Refinancing	585,670	616,000	614,000	646,000
Total Debt Service	910,520	885,230	885,085	1,384,130
Total Water Operations/Capital Projects	8,319,359	8,340,441	10,360,567	9,273,275

Water Fund

Description	2017/19 Actual	2019/21 Actual	2021/2023 Biennial Budget	2023/2025 Biennial Budget
Capital Projects - Equipment	0	0	0	0
Capital Projects - Oak St. - 7th to Freeman	0	0	30,000	0
Capital Projects - AWIA Certifications	0	0	45,000	0
Capital Projects - S. Haskell	24,675	0	180,000	0
Capital Projects - 2nd, 3rd, Hazel Design	719	4,020	0	0
Capital Projects - Water Master Plan	35,351	180,778	0	0
South Haskell Property Purchase	0	268,483	0	0
Beall Waterline Crossing Upgrade	0	0	0	0
Water Infrastructure Projects	0	0	0	250,000
Water Pumping Station	0	0	0	0
Total Capital Projects	60,744	453,280	255,000	250,000
Developer Reimbursements	28,513	11,072	0	0
Total Debt Service	28,513	11,072	0	0
Total Water SDC Capital Projects	89,257	464,353	255,000	250,000
Transfers Out	0	0	80,000	0
Total Transfers Out	0	0	80,000	0
Contingency	0	0	151,100	100,000
Total Contingency	0	0	151,100	100,000
Ending Balance	1,371,568	449,372	1,198,355	330,100
Total Ending Balance	1,371,568	449,372	1,198,355	330,100
Total Interdepartmental	1,371,568	449,372	1,429,455	430,100
Total Water Fund	9,780,184	9,254,166	12,045,022	9,953,375

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

- MS4 Permit: Continue managing local permits under 5 acres and coordinating on larger acreage with the state.
- 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 annual basis.
- Design for West Pine Street Culvert at Griffin Creek..
- Design and potential re-construction of the Rose Valley storm drain.

KEY PERFORMANCE MEASURES

- There is one new performance measure will look at measuring against next budget
 - Inspected 788 Storm Inlet/Manholes. *Up 50% from 2021.*
 - Cleaned 128 Storm Inlet/Manholes. *Same as 2021*
 - Inspected 16,650 ft. Storm Drain pipe. *Up 25% from 2021*
 - Cleaned 19,070 ft. Storm Drain Pipe. *Up 25% from 2021.*
 - Maintained 6.4 Acres of Water quality assets – *New Measure*
 - Miles of streets swept - 2,750 miles of roadway. – *Up 2% from 2021.*
- 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. Zero in 2021 and 2023.

Stormwater Fund

Description	2017/19 Actual	2019/21 Actual	2021/2023 Biennial Budget	2023/2025 Biennial Budget
Federal Grants	0	0	0	270,000
Total Intergovernmental Revenue	0	0	0	270,000
Public Works Fees	102,516	500	0	3,400
SDC Stormwater Fees - Imp	81,829	143,839	103,530	160,000
Water Quality Fees	0	0	30,000	0
SDC Stormwater Fees - Reimb	0	0	0	10,000
Stormwater Quality Fee	240,560	243,487	277,550	250,000
Stormwater Utility Fee	1,509,847	1,531,775	1,893,600	1,636,670
Total Charges for Services	1,934,752	1,919,600	2,304,680	2,060,070
Interest Income	57,563	45,403	29,000	27,000
Total Interest Income	57,563	45,403	29,000	27,000
Miscellaneous Revenue	0	21,279	0	0
Loan Proceeds	0	425,650	2,183,766	0
Total Miscellaneous Revenue	0	446,929	2,183,766	0
Carryover Balance	1,218,495	1,748,565	2,117,825	1,211,270
Total Carryover Balance	1,218,495	1,748,565	2,117,825	1,211,270
Total Stormwater Revenues	3,210,810	4,160,497	6,635,271	3,568,340



Stormwater Fund

Description	2017/19 Actual	2019/21 Actual	2021/2023 Biennial Budget	2023/2025 Biennial Budget
Salaries & Wages	170,700	159,235	298,200	271,790
Overtime Wages	1,905	6,480	6,800	6,000
City Taxes and Benefits	114,054	100,303	209,680	188,800
Total Personnel Services	286,660	266,018	514,680	466,590
City Facilities Rental	60,000	60,000	35,160	35,160
City Equipment Rental	132,000	196,001	196,000	210,000
City Overhead Fees	172,000	172,001	172,000	172,000
Public Works Overhead Fees	250,000	280,001	280,000	310,000
Bank/VISA Fees	24,838	28,491	28,000	27,500
Lease/Rentals	26,653	789	2,000	2,000
Travel/Training	6,310	2,042	2,000	0
Professional Services	76,775	31,646	30,000	0
Contract Services	45,900	63,877	60,000	20,000
Infrastructure Maintenance	13,076	11,126	7,600	90,000
Clothing Allowance	2,966	2,586	3,000	3,000
Dues/Licenses	1,020	2,564	2,000	2,000
Office/Shop Supplies	8,159	4,710	6,000	5,000
Safety/Ergonomic Supplies	0	22	0	0
Postage	0	9	0	0
Sm Equip/Tools/Furniture	20,714	5,145	6,000	5,000
Disposal	6,858	6,491	6,000	8,000
Phone/Internet	2,910	68	0	0
Greenway Maintenance	0	77,244	30,000	0
Total Materials & Services	850,179	944,812	865,760	889,660
Equipment	0	4,194	0	0
Vehicles	93,735	0	0	0
Donna Way	0	0	0	25,000
PW Corporation Yard Construction	0	0	2,183,766	0
Jewett School SD Upsizing	0	50,729	200,000	0
Gebhard Rd	0	5,816	270,000	0
Laurel Street SD Replacement	76,532	556	0	0
Rose Valley Pedestrian Bridge	8,005	0	0	315,000
South Haskell Property Purchase	0	539,953	0	0
Water Pumping Station	16,878	4,597	0	0
Elk Creek - FEMA Project	0	0	0	300,000
Freeman Rd (CMAQ Project)	0	319,453	0	0
Freeman Rd - Mingus Creek Culvert	0	0	0	0
Total Capital Projects	195,150	925,298	2,653,766	640,000
Note Payable Ops Center	0	0	0	169,000
Debt Service -10th/Scenic/Upton	0	0	0	0
Total Debt Service	0	0	0	169,000
Total Stormwater Operations/Capital Projects	1,331,989	2,136,128	4,034,206	2,165,250

Stormwater Fund - Quality

Description	2017/19 Actual	2019/21 Actual	2021/2023 Biennial Budget	2023/2025 Biennial Budget
Travel/Training	0	0	5,000	6,500
Professional Services	34,227	43,973	50,000	90,000
Contract Services	90,169	7,604	0	0
Stormwater Quality Projects:	0	0	0	0
●Reach by Reach Grant Program	0	0	0	0
●Street Tree Program	0	0	0	0
Postage	0	0	0	0
Total Materials & Services	124,396	51,577	55,000	96,500
Equipment	0	0	0	0
Rostell Fix	0	11,748	0	0
Rose Valley Storm Drain	0	0	0	55,000
Donna Way	0	0	0	40,000
Freeman Rd (CMAQ Project)	0	0	0	0
Skyrman Park	0	0	0	0
Jewett School Swale	0	23,240	50,000	0
Total Capital Projects	0	34,988	50,000	95,000
Transfer Out - Internal Service Fund	0	0	100,000	0
Total Transfers Out	0	0	100,000	0
Total Stormwater Quality	124,396	86,565	205,000	191,500



Stormwater Fund

Description	2017/19 Actual	2019/21 Actual	2021/2023 Biennial Budget	2023/2025 Biennial Budget
Rose Valley Storm Drain	0	0	0	30,000
Jewett School SD Upsizing	0	0	75,000	0
Gebhard Rd	0	13,753	150,000	0
Donna Way	0	0	0	75,000
Total Capital Projects	0	13,753	225,000	105,000
Debt Service -10th/Scenic/Upton	0	0	0	0
Debt Service Principal -10th/Scenic/Upton	0	0	0	0
Developer Reimbursements/Credits	5,860	63,768	50,000	0
Total Debt Service	5,860	63,768	50,000	0
Transfer Out - General Fund	0	0	0	0
Total Transfers Out	0	0	0	0
Total Stormwater SDC Capital Projects	5,860	77,521	275,000	105,000
-Interdepartmental				
Transfer Out - General Fund	0	0	0	0
Total Transfers Out	0	0	0	0
Contingency	0	0	46,500	0
Total Contingency	0	0	46,500	0
Ending Balance	1,748,565	1,860,283	2,074,565	1,106,590
Total Ending Balance	1,748,565	1,860,283	2,074,565	1,106,590
Total Interdepartmental	1,748,565	1,860,283	2,121,065	1,106,590



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, Stormwater and Street Funds. Facilities Maintenance is also funded 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 a 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 Police Department vehicles

PERFORMANCE MEASURES

Performance measures are found within the following division budget detail pages

Internal Services Fund

Description	2017/19 Actual	2019/21 Actual	2021/2023 Biennial Budget	2023/2025 Biennial Budget
Federal Operating Grant	0	0	260,000	0
Total Transfers	0	0	260,000	0
City Facilities Rental	538,400	543,400	543,100	543,400
City Equipment Rental	832,000	995,204	995,200	1,061,000
Public Works Overhead Fees	1,194,000	1,302,001	1,311,000	1,374,000
Urban Renewal Services	0	0	0	70,000
Public Works Services	47,334	80,144	56,000	40,000
Rental Income	55,062	200	0	0
Sale of Assets	18,136	15,420	28,460	0
Total Charges for Service	2,684,932	2,936,369	2,933,760	3,088,400
Interest Income	13,614	5,510	12,200	500
Total Interest Income	13,614	5,510	12,200	500
Miscellaneous Revenue	17,081	8,847	5,000	0
Total Miscellaneous	17,081	8,847	5,000	0
Transfers In	0	0	0	0
Total Transfers	0	0	0	0
Carryover Balance	299,688	233,584	188,900	94,075
Total Carryover	299,688	233,584	188,900	94,075
Total Internal Services Revenues	3,015,316	3,184,309	3,399,860	3,182,975

OVERALL GOAL

The Facilities Maintenance Division aims to maintain all city facilities and coordinate construction activities to construct, retrofit, and upgrade older city-owned facilities.

PROJECTS 2023-2025

- Energy Efficient Upgrades
- Flooring Upgrades
- Police Department Upgrades
- Central Point Community Center Planning/Design
- Continued HVAC replacement for “Old” city hall facility
- Elevator replacement in old city hall facility
- Miscellaneous City Hall Upgrades
- Miscellaneous Parks & Recreation Upgrades
- Public Works Corporation Yard maintenance (Old and New facilities).

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

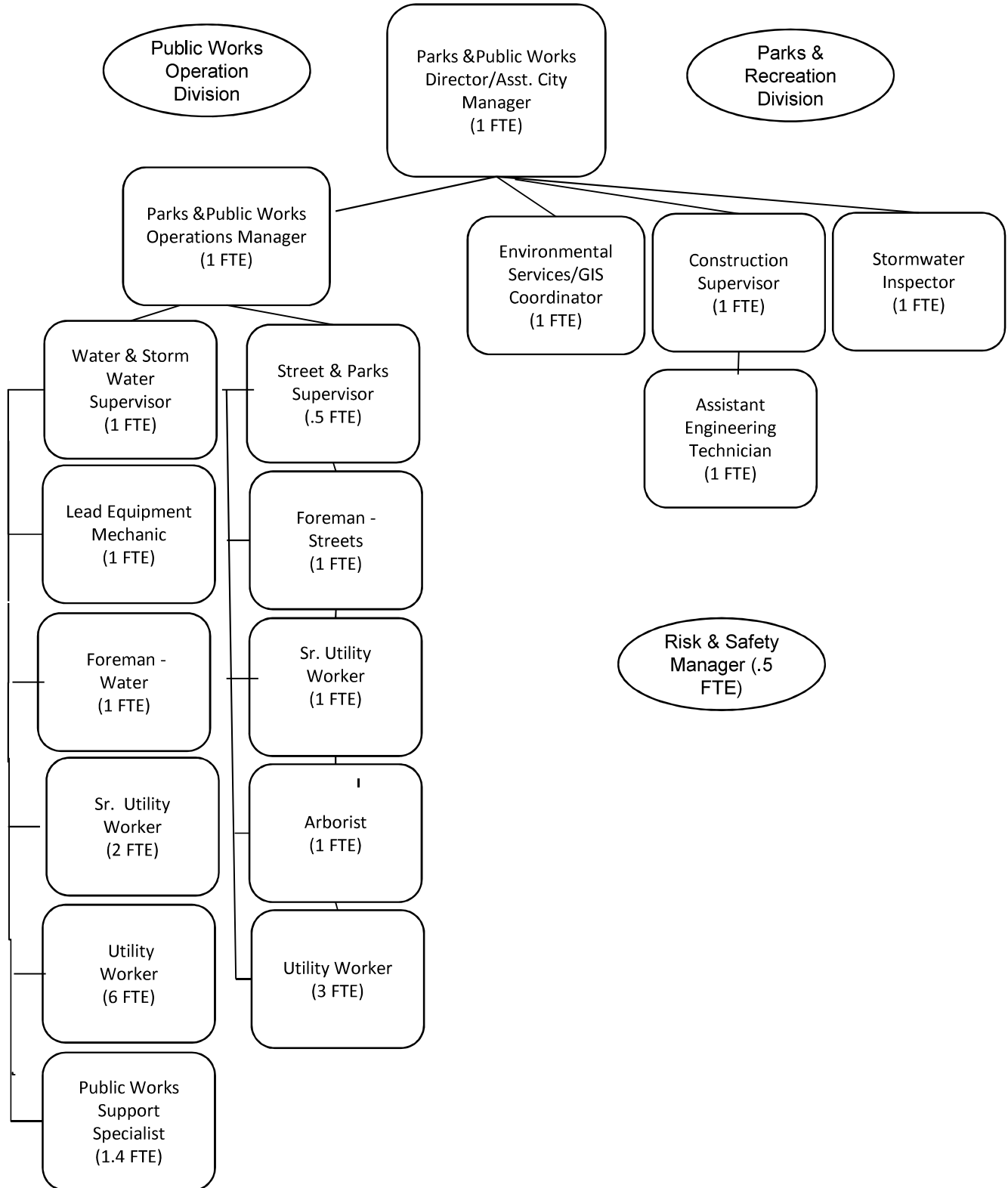
- Track all internal facilities maintenance repairs/requests
- Complete all necessary preventive maintenance
- Maintain all city facilities in a manner that displays a positive image
- Maintain and construct public facilities that integrate with the downtown business district

Internal Services Fund - Facilities Maintenance

Description	2017/19 Actual	2019/21 Actual	2021/2023 Biennial Budget	2023/2025 Biennial Budget
City Overhead Fees	26,000	26,000	26,000	26,000
Contract Services	233,604	186,681	182,700	190,000
Building/Grounds Maintenance	84,603	115,460	117,000	125,000
Maintenance Supplies	15,396	12,964	16,000	16,000
Sm Equip/Tools/Furniture	11,395	45,645	10,000	10,000
Electric	131,250	121,728	128,000	130,000
Natural Gas	26,953	24,791	28,000	30,000
Phone/Internet	0	0	0	0
Water/Sewer/Stormwater	10,200	6,655	12,000	4,000
Total Materials & Services	539,401	539,925	519,700	531,000
City Facility Improvements	49,780	0	50,000	0
Equipment	0	0	0	0
Total Capital Projects	49,780	0	50,000	0
Total Facilities	589,181	539,925	569,700	531,000



**Parks & Public Works
(25.4 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
- Storm Water Quality: The City has been approved for to now provide 1200-CN permits for the first time, need to implement operations and fee schedules.

KEY PERFORMANCE MEASURES

- Project Management – CIP projects no more than 110% of project award.
- Storm Water Quality – Track number of permits and number of issues.
- Design and Construction of Community Center – Manage team on design of the Community Center
- Design of Greenway – Manage Team on design and construction of Greenway.
- Design and Construction of Baseball Complex – Manage large CIP project

2023/2025 DEPARTMENT GOALS

- Project management of all capital projects
- Management of Storm Water Quality Program
- Administration of Little League Complex
- Administration of West Pine Street reconstruction
- Manage design of Greenway
- Manage design of the Community Center.

Internal Services Fund - Public Works Administration

Description	2017/19 Actual	2019/21 Actual	2021/2023 Biennial Budget	2023/2025 Biennial Budget
Salaries & Wages	621,654	790,325	737,335	780,040
Overtime Wages	575	981	2,000	2,000
City Taxes and Benefits	349,345	487,710	472,580	517,005
Total Personnel Services	971,575	1,279,016	1,211,915	1,299,045
City Overhead Fees	224,000	225,600	225,600	50,000
Travel/Training	7,573	12,300	10,000	20,000
Professional Services	73,664	78,304	68,000	80,000
Contract Services	3,442	15,048	4,000	4,000
Books/Publications	599	457	500	400
Clothing Allowance	0	438	0	500
Dues/Licenses	1,100	440	4,000	1,000
Office/Shop Supplies	5,829	6,933	8,000	5,000
Safety/Ergonomics	0	0	0	20,000
Postage	1,791	1,646	2,500	1,000
Sm Equip/Tools/Furniture	0	0	0	0
Phone/Internet	18,558	12,156	12,000	13,000
Total Materials & Services	336,556	353,321	334,600	194,900
Total PW Administration	1,308,130	1,632,337	1,546,515	1,493,945



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 public works fleet overhead fees.

KEY OBJECTIVES

- Vehicle Inventory and Assessment: Review of large rolling stock and equipment, age of equipment, and to assess maintenance needs and retainage necessity
- Small Equipment/Vehicle Efficiency: Review of small rolling stock availability.

KEY PERFORMANCE MEASURES

- **Equipment/Vehicles - Annual review of efficiencies of in-house versus contracting:** Continue to adjust to having department personnel fix and maintain equipment as possible.
- **Leases –** Review Lease to own options in order to maximize buying power and flexibility.

2023/2025 DEPARTMENT GOALS

- Keep smaller equipment running over 90%
- Manage in house fuel center.
- Review/Implement maintenance of all city vehicles potentially including Police.



Internal Services Fund - Fleet Maintenance

Description	2017/19 Actual	2019/21 Actual	2021/2023 Biennial Budget	2023/2025 Biennial Budget
Salaries & Wages	106,102	116,360	117,790	123,695
Overtime Wages	246	0	1,000	1,000
City Taxes and Benefits	67,304	77,953	86,360	88,700
Total Personnel Services	173,652	194,313	205,150	213,395
Equipment Rentals	116,850	290,575	295,660	50,000
Travel/Training	2,822	1,415	2,600	8,500
Contract Services	49,813	62,885	64,000	20,000
Vehicle Repair/Maintenance	50,604	41,722	50,000	100,000
Equipment Repair/Maintenance	114,568	51,331	60,000	90,000
Clothing Allowance	1,101	900	1,000	2,000
Fuel	82,015	76,317	80,000	130,000
Office/Shop Supplies	18,936	11,456	20,000	10,000
Safety/Ergonomic Supplies	0	0	0	0
Special Projects	0	0	0	0
Sm Equip/Tools	33,948	8,785	30,000	20,000
Disposal	21	32	0	0
Phone/Internet	319	225	1,000	500
Total Materials & Services	470,998	545,643	604,260	431,000
Equipment	189,769	68,632	275,000	200,000
Equipment	0	84,381	0	216,000
Total Capital Outlay	189,769	153,013	275,000	416,000
Total Fleet Maintenance	834,419	892,969	1,084,410	1,060,395

Internal Services Fund - Interdepartmental

Description	Actual	Actual	Biennial Budget	Biennial Budget
Transfer Out - Facility Reserves	50,000	25,000	50,000	0
Transfer Out - Equipment Reserves	0	0	0	0
Total Transfers Out	50,000	25,000	50,000	0
Ending Balance	233,585	94,078	149,235	97,635
Total Ending Balance	233,585	94,078	149,235	97,635
Total Interdepartmental	283,585	119,078	199,235	97,635
<i>vices Fund</i>	3,015,316	3,184,309	3,399,860	3,182,975

Appendix

Appendix.....A-1
Salary ScheduleA-2
GlossaryA-4
Acronyms.....A-7

Appendix A- PAY SCHEDULE (page 4)

Effective 7/1/22 Remove Step A & Rename Steps (A through G) (Step 2 of 2 on 7/1/22)

Salary Schedule July 1, 2022 – June 30, 2024

Part A: General Service Bargaining Unit Positions (hourly) (monthly)				Schedule Effective 7/1/2022					
Position#	Classification Title	Grade	Step A	Step B	Step C	Step D	Step E	Step F	Step G
	Grade 2-3	GS2-3	17.89	N/A					
122	Utility Laborer*		3,101						
<i>*Grandfathered employee shall remain at current salary until the monthly salary schedule increases to \$3,118.</i>									
	Grade 2-3	GS2-3	17.89	18.78	19.72	20.71	21.75	22.84	23.98
100	Office Assistant		3,101	3,256	3,419	3,590	3,770	3,959	4,157
	Grade 4	GS4	19.52	20.50	21.53	22.61	23.74	24.93	26.18
101	Account Clerk: Finance/Public Works		3,384	3,554	3,732	3,920	4,115	4,322	4,538
102	Community Development Specialist								
103	Parks Maintenance Worker								
104	Recreation Specialist								
105	Utility Worker								
	Grade 5	GS5	21.93	23.03	24.18	25.39	26.66	27.99	29.39
106	Assistant Engineering Technician		3,802	3,992	4,192	4,401	4,622	4,852	5,095
107	Customer Service Technician								
108	Equipment Maintenance/Fab. Technician								
109	Planning Technician								
110	Recreation Programs Coordinator								
111	Senior Utility Worker								
	Grade 6	GS6	24.30	25.52	26.80	28.14	29.55	31.03	32.58
112	Acctg/Business Services Coordinator		4,212	4,424	4,646	4,878	5,122	5,379	5,648
113	Utility Maintenance Lead								
114	Recreation Coordinator: Special Events/Mktg								
123	Stormwater/Erosion Control Tech								
125	Arborist								
	Grade 7	GS7	26.79	28.13	29.54	31.02	32.57	34.20	35.91
115	Community Planner I		4,644	4,876	5,121	5,377	5,646	5,928	6,225
116	Foreman: Streets, Water								
117	Park Planner								
124	Facility Management Coordinator								
	Grade 8	GS8	29.97	31.47	33.04	34.69	36.42	38.24	40.15
118	Community Planner II		5,195	5,455	5,727	6,013	6,313	6,629	6,960
119	Construction Management Coordinator								
120	Environmental Services/GIS Coordinator								
121	Information Technology Specialist								
	Grade 9	GS9	33.26	34.92	36.67	38.50	40.43	42.45	44.57
	vacant		5,766	6,053	6,357	6,674	7,008	7,358	7,726

Salary Schedule

Salary Schedule effective July 1, 2022

Step G added to the salary schedule per Article 12.3.1 Step G

Position#	Classification Title	Grade	Step A	Step B	Step C	Step D	Step E	Step F	Step G
200	Police Support Specialist	P110	\$ 3,612	\$ 3,793	\$ 3,983	\$ 4,182	\$ 4,391	\$ 4,611	\$ 4,842
201	Community Services Officer	P117	\$ 3,833	\$ 4,025	\$ 4,226	\$ 4,437	\$ 4,659	\$ 4,892	\$ 5,137
202	Police Officer	P145	\$ 4,913	\$ 5,159	\$ 5,417	\$ 5,688	\$ 5,972	\$ 6,271	\$ 6,585
203	Corporal	P150	\$ 5,434	\$ 5,706	\$ 5,991	\$ 6,291	\$ 6,606	\$ 6,936	\$ 7,283

City of Central Point and Teamsters Local 223 (Police)
7/1/2019 – 6/30/2023

Page 29

Currently in contract negotiations

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

Glossary

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.

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 12, 2023 and May 16, 2023 L-2
Resolution 1748 Electing to Receive State Revenue Sharing Funds L-5
Resolution 1675 Adopting the Annual Budget Making Appropriations and Levying Taxes. L-6
Resolution 1676 Certifying the Provision of Certain Municipal Services L-10
Form LB-50 Notice of Property Tax and Certification of
Intent to Impose a Tax, Fee, Assessment, or Charge on Property..... L-11

Grants Pass Daily Courier

P.O. Box 1468, 409 S.E. 7th Street • Grants Pass, Oregon 97528

AFFIDAVIT OF PUBLICATION

State of Oregon)
County of Josephine) ss.

I, Sarah Hannon, being first duly sworn, depose and say that I am a manager of Courier Publishing Co., printer of the Grants Pass Daily Courier, a newspaper of general circulation, as defined by ORS 193.010 and 193.020; printed and published at Grants Pass, in the aforesaid county and state; that the LEGAL NOTICE, a printed copy of which is herein enclosed, was published in the entire issue of said paper, for one insertion, on the following date:

April 11, 2023.

PUBLIC NOTICE

Notice of Budget Committee Meetings

The first public meeting of the Budget Committee of the City of Central Point, Jackson County, State of Oregon, will be held on **April 24, 2023 at 6:00 p.m.** at City Hall Council Chambers, 140 South Third St., Central Point, Oregon.

At this meeting the Budget Committee will hear the budget message and receive the City of Central Point's proposed biennial budget for fiscal years covering July 1, 2023 thru June 30, 2025.

This is a public meeting where deliberation of the Budget Committee will take place. Any person may appear at the meeting and discuss the proposed programs with the Budget Committee. A public hearing will be held to hear from citizens on the proposed use of State Revenue Sharing funds.

A copy of the budget document may be inspected at www.centralpointoregon.gov or obtained on April 24, 2023 at 140 South Third St., Central Point, Oregon between the hours of 8:30 am and 4:00 pm.

This notice and subsequent notices having information on the City Budget and the budget process may be viewed on the City's website noted above. A second Budget Committee meeting will be held on May 1, 2023 at 6 p.m.

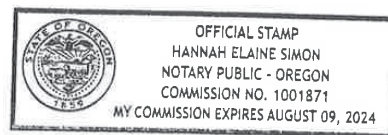
No. 00490493 - April 11, 2023



Subscribed and sworn to before me this
12th day of April, 2023.



Notary Public of Oregon



Grants Pass
Daily Courier

P.O. Box 1468, 409 S.E. 7th Street • Grants Pass, Oregon 97528

AFFIDAVIT OF PUBLICATION

State of Oregon)
County of Josephine) ss.

I, Sarah Hannon, being first duly sworn, depose and say that I am a manager of Courier Publishing Co., printer of the Grants Pass Daily Courier, a newspaper of general circulation, as defined by ORS 193.010 and 193.020; printed and published at Grants Pass, in the aforesaid county and state; that the LEGAL NOTICE, a printed copy of which is herein enclosed, was published in the entire issue of said paper, for one insertion, on the following date:

May 16, 2023.

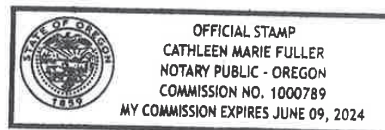


Subscribed and sworn to before me this
sixteenth day of May, 2023.



Notary Public of Oregon

491624



LEGAL NOTICE			
NOTICE OF BUDGET HEARING			
<p>A public meeting and hearing of the Central Point Council will be held on June 8, 2023 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, 2023 - June 30, 2024 and July 1, 2024 - June 30, 2025 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 8:30 a.m. and 4:30 p.m., or online at www.centralpointoregon.gov</p> <p>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.</p>			
<p>Contact: Steve Weber, Finance Director Phone: 541-423-1023 Email: steven.weber@centralpointoregon.gov</p>			
FINANCIAL SUMMARY - RESOURCES			
TOTAL OF ALL FUNDS	Actual Amount 2019-2021	Amended Biennial Budget 2021-2023	Approved Biennial Budget 2023-2025
Beginning Fund Balance/Net Working Capital	12,122,777	11,318,445	10,990,715
Fees, Licenses, Permits, Fines, Assessments & Other Service Charges	19,415,941	20,850,415	21,242,245
Federal, State and all Other Grants, Gifts, Allocations and Revenue from Bonds and Other Debt	4,723,082	7,395,485	4,999,275
Interfund Transfers / Internal Service Reimbursements	851,300	5,700,000	0
All Other Resources Except Current Year Property Taxes	844,235	1,511,680	1,378,000
Current Year Property Taxes Estimated to be Received	6,403,893	7,431,940	5,902,840
Total Resources	55,851,293	66,799,390	58,278,075
FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION			
Personnel Services	18,645,296	20,998,955	24,503,095
Materials and Services	15,801,977	16,762,035	15,955,225
Capital Outlay	8,004,940	14,484,685	4,650,570
Debt Service	2,705,423	1,738,820	3,066,715
Interfund Transfers	844,235	1,511,680	1,378,000
Contingencies	0	1,325,460	655,000
Special Payments	0	0	0
Unappropriated Ending Balance & Reserved for Future Expenditure	9,849,422	9,977,755	8,069,470
Total Resources	55,851,293	66,799,390	58,278,075
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	3,692,576	7,351,550	5,208,990
FTE	5.50	6.38	6.38
Finance	1,719,546	1,704,010	1,628,110
FTE	6.00	4.65	4.65
Police	10,529,440	11,438,060	12,428,935
FTE	34.00	35.00	35.00
Community Development	1,686,761	1,858,965	2,229,205
FTE	7.00	6.15	6.15
Parks & Recreation	3,517,883	3,699,805	4,141,300
FTE	7.15	9.80	9.80
Public Works	21,776,568	26,948,680	21,080,480
FTE	21.85	24.43	25.43
Not Allocated to Organizational Unit or Program	12,928,519	13,798,320	11,561,055
FTE	0	0	0
Total Requirements	55,851,293	66,799,390	58,278,075
Total FTE	81.50	85.40	87.40
STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING			
<p>Programs and activities are consistent with prior years. No significant changes to report.</p>			
PROPERTY TAX LEVIES			
	Rate or Amount Imposed This Two FY 2019/2021	Rate or Amount Imposed This Two FY 2021/2023	Rate or Amount Approved Next Two FY 2023/2025
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	\$0	\$0	
Other Borrowings	\$13,230,300	\$0	
Total	\$13,230,300	\$0	
No. 00491624 - May 16, 2023			

RESOLUTION NO. 1748

A RESOLUTION ELECTING TO RECEIVE STATE REVENUE SHARING FUNDS FOR FISCAL YEAR JULY 1, 2023 THROUGH JUNE 30, 2024

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 before the Budget Committee on April 24, 2023 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.
- C. The City held a second public hearing before the City Council on June 8, 2023, at which time citizens had the opportunity to provide written and oral comment and ask questions of the City Council on the proposed use of State Revenue Sharing funds for the biennial budget period of July 1, 2023 through June 30, 2024.
- D. The City 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 prior to July 31, 2023.

Passed by the Council and signed by me in authentication of its passage this 8th day of June 2023.


Mayor Hank Williams

ATTEST:


City Recorder

RESOLUTION NO. 1749

**A RESOLUTION TO ADOPT THE BUDGET; MAKE APPROPRIATIONS
AND LEVY TAXES FOR THE BIENNIAL BUDGET PERIOD
JULY 1, 2023 THROUGH June 30, 2025**

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, 2023 for the approved biennial budget in the amount of \$58,278,075.

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, 2023 and ending June 30, 2025.

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
<u>General Fund</u>	
General Fund - Administration	2,145,150
General Fund - City Enhancement	457,000
General Fund - Technical Services	1,524,400
General Fund - Mayor & Council	165,870
General Fund - Finance	1,628,110
General Fund - Parks	2,743,920
General Fund - Recreation	1,337,380
General Fund - Planning	1,182,840
General Fund - Police	12,526,935
General Fund - Interdepartmental	4,622,085
Total General Fund	28,333,690

Fund/Object Classification	Appropriation
<u>Street Fund</u>	
Street Fund - Operations/Capital Projects	5,510,115
Street Fund - SDC Capital Projects	500,000
Street Fund - Interdepartmental	1,231,755
Total Street Fund	7,241,870
<u>Federal Stimulus Grant Fund</u>	
Fed. Stimulus Grant Fund – Capital Projects	916,570
Total Federal Stimulus Grant Fund	916,570
<u>Capital Improvements Fund</u>	
Capital Improvements Fund - Park SDC Capital Projects	60,000
Capital Improvements Fund - Interdepartmental	942,905
Total Capital Improvements Fund	1,002,905
<u>Reserve Fund</u>	
Reserve Fund - Capital Projects	200,000
Reserve Fund - Interdepartmental	597,385
Total Reserve Fund	797,385
<u>Debt Service Fund</u>	
Debt Service Fund - Debt Service	1,513,585
Debt Service Fund – Interdepartmental	142,540
Total Debt Service Fund	1,656,125
<u>Building Fund</u>	
Building Fund - Personnel Services	799,585
Building Fund - Materials & Services	136,760
Building Fund - Interdepartmental	688,495
Total Building Fund	1,624,840

Fund/Object Classification	Appropriation
<u>Water Fund</u>	
Water Fund -Operations/Capital Projects	9,273,275
Water Fund -SDC Water Improvements	250,000
Water Fund -Interdepartmental	430,100
Total Water Fund	9,953,375
 <u>Stormwater Fund</u>	
Stormwater Fund - Operations/Capital Projects	2,165,250
Stormwater Fund - Quality	191,500
Stormwater Fund -SDC Capital Projects	105,000
Stormwater Fund -Interdepartmental	1,106,590
Total Stormwater Fund	3,568,340
 <u>Internal Services Fund</u>	
Internal Services Fund- Facilities Maintenance	531,000
Internal Services Fund- Public Works Administration	1,493,945
Internal Services Fund- Fleet Maintenance	1,060,395
Internal Services Fund- Interdepartmental	97,635
Total Internal Services Fund	3,182,975
 Total All Funds	 \$58,278,075

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 2023/24 through 2024/25, the rate of \$4.47 per \$1,000 of assessed valuation for general government purposes, as follows:


<u>General Government</u>	<u>Subject to</u>	<u>Not Subject to</u>	<u>Total</u>
TOTAL LEVY	Measure 5 Limits	Measure 5 Limits	
	\$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, 2023.*


Mayor Hank Williams

ATTEST:


City Recorder

RESOLUTION NO. 1750

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 this 8th Day of June 2023.



Mayor Hank Williams

ATTEST:



City Recorder

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

**FORM LB-50
2023-2024**

To assessor of Jackson County

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

Check here if this is an amended form.

The City of Central Point has the responsibility and authority to place the following property tax, fee, charge or assessment on the tax roll of Jackson County. The property tax, fee, charge or assessment is categorized as stated by this form.

<u>140 South Third Street</u> Mailing Address of District	<u>Central Point</u> City	<u>Oregon</u> State	<u>97502</u> ZIP code	<u>June 22, 2023</u> Date
<u>Steve Weber</u> Contact Person	<u>Finance Director</u> Title	<u>541.423.1023</u> Daytime Telephone	<u>steven.weber@centralpointoregon.gov</u> 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		Excluded from Measure 5 Limits Dollar Amount of Bond Levy
2. Local option operating tax	2			
3. Local option capital project tax	3			
4. City of Portland Levy for pension and disability obligations	4			
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	\$5.8328
7. Election date when your new district received voter approval for your permanent rate limit	7	
8. Estimated permanent rate limit for newly merged/consolidated district	8	

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

Purpose (operating, capital project, or mixed)	Date voters approved local option ballot measure	First 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)

150-504-073-7 (Rev. 12-15) (see the back for worksheet for lines 5a, 5b, and 5c)

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

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

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

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

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