

CITY OF CENTRAL POINT, OREGON ANNUAL BUDGET FOR FISCAL YEAR 2011 - 2012



Serving THE CITIZENS OF CENTRAL POINT

The Fair City

The City of Central Point is "going green" and proud to say it is doing its part to insure current and future generations will enjoy the quality of life they deserve. With the guidance and influence of our four "Master Recyclers," we have installed sorting centers in city buildings and throughout city parks.

To reduce waste, practice the 3 Rs:

1. Reduce the amount and toxicity of trash you discard
2. Reuse containers and products
3. Recycle as much as possible

In addition to our commitment to recycling, as the city replaces its aging fleet, vehicles will be replaced by hybrids to reduce pollution, conserve natural resources and cut costs.



Please recycle this document by returning it to the address below.

**City of Central Point
City Hall
140 South 3rd Street
Central Point, OR 97502
Phone: 541-664-3321
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2011-2012 Budget

Budget Committee

Mayor

Hank Williams

City Council Members

Allen Broderick
Bruce Dingler
Carol Fischer
Kelly Geiger
Ellie George
Kay Harrison

Citizen Committee Members

Scott Dippel
Karen Huckins
Jason Lukaszewicz
Mike Quilty
Randy Sparacino
Bill Stults
Steven Weber

Budget Officer

Phil Messina, City Manager

Department Heads

Chris Clayton, Assistant City Manager
Bev Adams, Finance Director
Tom Humphrey, Community Development Director
Barbara Robson, Human Resources Director
Matt Samitore, Parks & Public Works Director
Jon Zeliff, Police Chief

Certificate of Achievement for Excellence in Financial Reporting

Presented to

City of Central Point
Oregon

For its Comprehensive Annual
Financial Report
for the Fiscal Year Ended
June 30, 2010

A Certificate of Achievement for Excellence in Financial Reporting is presented by the Government Finance Officers Association of the United States and Canada to government units and public employee retirement systems whose comprehensive annual financial reports (CAFRs) achieve the highest standards in government accounting and financial reporting.



A stylized, handwritten signature in black ink.

President

A handwritten signature in black ink, appearing to read "Jeffrey R. Emer".

Executive Director

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April 2011

Honorable Mayor & City Council,

Budget Committee Members,

And Citizens of Central Point

Good News/Bad News

“When everything seems to be going against you, remember that the airplane takes off against the wind, not with it.” Henry Ford

Two years ago, the Mayor, City Council and Staff discussed the impact that the national recession was having on City revenues. The decision at that time was to focus our energy on what could be accomplished – in spite of the declining economy.

As a nation, state, city, and people we are most definitely heading into the wind. Certainly the events of recent years have revealed that if we desire to not only survive, but to thrive, we must adapt to the changes in our world. Successfully adapting to our new reality will take flexibility, frugality, ingenuity and creativity.

Yes, we are facing the wind – but our purpose is to use it to propel us to new successes. We believe that we have learned how to best manage the resources we have, and to utilize our staff to the greatest advantage.

We also believe this budget illustrates an organization dedicated to successfully adapting to the new limitations and yet evolving into a stronger, more efficient service team. This is not to say that with every opportunity there aren't hard decisions to be made – and so it is with this budget.

The great news is that we have good news! The 2010 Citizen Survey reveals that overall the citizens of Central Point are pleased with the services we provide. More good news, in this preliminary budget:

The City's basic operational needs are met; the budget is balanced-there is no reduction in services to the community, and no increases in property taxes. In this budget are several significant and innovative projects.

And the bad news is - we have made and are proposing additional staff reductions. We have reduced staff levels from a high of 85.5 FTE (Full Time Equivalency) in 2007 to 72.5 FTE in this year's proposed budget. This represents a 15% reduction in staff over the past four years.

Central Point has approximately 400 home foreclosures. Housing prices are still falling on upper end homes, and many homes are sitting vacant. Local businesses are struggling and jobs are scarce. Southern Oregon is experiencing unemployment in the double digits, currently 11.7% as of March 2011. Indicators point to this region as being slow to recover from the recession. These are the current “winds” we are facing. Our challenge now is to move forward and focus on the core services we can and do provide to the community.

2011/2012 Highlights

Staffing ~

We have vigilantly assessed department projects and workloads, and have reassigned staff to areas of greatest need. Our objective is to provide current level of services as efficiently as possible, and one way we have been able to this is by contracting out some services to reduce costs. We have also found that where we can make staff reductions in one department, there may be a greater need for personnel in another department – such as technology services. Total staffing changes amount to over \$150,000 savings to this budget. Proposed changes are as follows:

- Add - 1 full time Technology Services position
- Cut - quarter time (.25) Senior Activities Coordinator position
- Cut - 1 full time Community Planner position
- Cut - 1 full time Automotive Maintenance Technician position
- Cut - 1 full time Building Technician/Purchasing Agent position

Administration – Technology Services Division: With staff reductions and revamping processes to be more efficient, we have found that our dependency on technology is escalating. The addition of one FTE in Technology Services was an identified need and budgeted for 2010-2011, but left unfilled as a cost saving measure. Following a thorough evaluation of needs and a revision in the authority and duties of the position, it is budgeted once again. HR plans to begin recruitment immediately upon approval of the budget committee for an anticipated starting date of July 1, 2011. The new position is for a Technical Services Manager with estimated total cost of \$100,000.

Finance Department: Due to a retirement, one full time Accounting Clerk position was vacated midway through the 2011 fiscal year. As a cost saving measure, we “back filled” that position with help from other departments and personnel. We hope to continue using other department’s help through December of 2011, with plans to fill the position in January 2012. This represents a savings of \$30,000 for the 2012 fiscal year.

Parks & Recreation: Recreation Department is eliminating the quarter time position of Senior Activities Coordinator and is reevaluating the Parks and Recreation Support Specialist job duties. The Department’s goal is to roll the Senior Activities Coordinator duties into the duties of the Support Specialist. This represents an anticipated annual savings of \$14,000.

Community Development: The Planning Department is eliminating one of two Community Planner positions, leaving one full time Community Planner on staff. This represents an annual savings of \$89,000.

Currently, the Building Department Building Permit Technician position is unfilled and unfunded, leaving only the Building Inspector/Official in that department. The unfilled Building Technician position represents an annual savings of \$68,000.

Public Works: Public Works Fleet division has eliminated the Automotive Maintenance Technician position, leaving one Equipment Maintenance Technician in the Fleet division to handle small equipment repairs and service. The Public Works Department is now contracting vehicle maintenance with a private sector business. This represents an annual savings of \$78,000 in personnel services. With the \$24,000 budgeted

for vehicle maintenance contract services, the overall savings from this change is upwards of \$54,000 annually.

Projects and Changes ~

General Fund

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

1. Chamber tourism guide
2. County Fair and Expo
3. July 4th celebration
4. Battle of the Bones event & donation to Parks & Recreation fund
5. Walldogs event

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

Urban Renewal District : One of the most exciting projects that is currently being explored is the formation of an Urban Renewal District. On October 28, 2010 the City Council passed resolution No. 1274 creating a six member Urban Renewal Advisory Committee. On March 24, 2011 the Committee completed a report entitled *City of Central Point Urban Renewal Feasibility Report*.

Based on the report the City Council entertained an Ordinance at the April 14, 2011 Council meeting declaring that there are blighted areas within the City, and calling for the formation of an urban renewal agency titled the *Central Point Development Commission*. When passed, the ordinance will authorize the Development Commission to prepare an urban renewal plan. The plan will lay out the boundaries of the District and will suggest future economic development projects.

In this and in future budgets the City will be "Going Green" as we find fiscally responsible opportunities. We are starting with the possibility of replacing some vehicles with alternate fuel and hybrid vehicles with the goal of cost savings for fuel. Details are included in the Police & Public Works budget highlights later in this document.

Other City Enhancements

Technology: Another project we hope to implement in the fall of 2011 is the upgrade of our city wide software program to an internet based system. This upgrade is exciting because it will provide the opportunity for us to offer online bill payment and other enhanced services to our citizens that we have not been able to offer previously.

Recreation: In FY 2011, the City's "Discovery After School" child care program was handed off and is now administered by the local YMCA. That program is no longer funded in this budget although the City's Park & Recreation Foundation still provides scholarships to citizens in support of this program.

The Budget Message

Police: Effective January 1st, 2011, the Police command staff was restructured, and a more efficient shift-schedule was implemented in the Operations Division. These changes maximize existing resources, enhance proficiency and will curtail a quickly rising economic impact resulting from mounting overtime costs. We feel these measures have provided significant and encouraging results.

If selected as a grant recipient, the Police Department is prepared to retrofit seven of their non-leased vehicles from gasoline to propane. We expect to cut department fuel costs by one third in the first year (approx. \$16,000). This project will give the department the opportunity to assess if it is an option to convert the entire fleet in the upcoming year. Administration, VIPS, and community service vehicles will be the first of the fleet to realize the new fuel efficient and clean burning benefits of propane.

Police/High Tech Crime Task Force Fund (HTCTF): As of July 1st the Police Department will transfer all expenses associated with High Tech Crime Task Force operations into the "High Tech Crime Task Force Fund".

As HTCTF operations move closer to the goal of becoming significantly self-supporting (through grants, donations, and service reimbursements) the accounting and tracking of the revenues and expenses will be improved and more transparent within a separate fund. The General Fund Police budget will transfer appropriations for two staff positions, building rental, and \$20,000 toward materials and services expenses. Subsequently, the Police budget has been reduced by the transfer of these appropriations into the HTCTF Fund.

Technical Services: City-wide computer and software costs are now budgeted within the Technical Services budget. As the Technical Services division has evolved and has more oversight of the City's technology needs, services and purchases, it made sense that they would have the purchasing ability within their own budget. Since the implementation of one citywide software program this past year, licensing and software maintenance costs are also budgeted within the IT budget.

Street Fund

It will be a busy year in the Street Department. Parking lot improvements at the Senior Center and the Oak Street parking lot, Scenic Avenue overlay, and the Highway 99/Front Street beautification project will be either designed or constructed.

Water Fund

At a total estimated cost of \$5.6 million, the 3 million gallon water reservoir design and construction is the major project of the Public Works Department. This budget marks the second year of the project, with projected completion date sometime within the 2012-13 fiscal year.

Other water projects - Repair and Replacement: This will be the first year to start a re-investment program repairing and replacing undersized or failing water lines using revenue generated from the revised water rates. The first project is near Hopkins Road on Briarwood, Countryside and Columbine Way.

Stormwater Fund

There are three small stormwater projects on for this year: Hopkins at Sandra, Second and Oak, and Table Rock Road.

Internal Services Fund

Facilities Maintenance: This will be the second year of contracting out for janitorial services for an annual savings of over \$35,000.

Public Works Fleet: Again, after several years of in-house service, fleet maintenance will be contracted out for a savings of \$45,000 per year.

Additionally, the Public Works Director's review of the City's aging fleet initiated an update of the fleet replacement program, and now includes replacement of several aging high maintenance vehicles with newer, environmentally friendly vehicles.

The fleet maintenance division is beginning a three year overhaul of light and medium rolling stock upgrade. When the rolling stock is upgraded, we will acquire hybrid vehicles whenever possible. In the 2011/2012 budget three hybrid vehicles will be purchased. Additionally, we will be using propane hybrid on our medium and heavy stock in order to improve our vehicle emissions and fuel usage/mileage.

Revenue

Property tax revenue is expected to be \$4,196,000, budgeted at a 90% collection rate. This is up from the past few years ago when collections were more in the range of 88 – 90%. With the high rate of home foreclosures, we have experienced a surprising upward gain in tax revenues which is the result of taxes being paid in full during the foreclosure process.

Hotel/Motel revenues have leveled off over the past three years from the high of \$350,000 in 2008 to an estimated \$310,000 this budget year.

Total franchise fees originating from cable TV, electric, garbage, natural gas, and communications are anticipated to be \$925,000; an estimate based on 2011 actual receivables and a slight reduction from the \$943,000 received in 2010.

General Fund state shared revenues, which include liquor tax, cigarette tax, and state revenue sharing, are conservatively budgeted at \$337,500. This revenue is a slight decrease from the 2011 budget, but right in line with the 2011 state shared revenues actually received.

Street Fund is to receive \$920,000 from state highway tax revenue this year, up from the \$815,000 budgeted in 2011. This additional revenue is the result of the state of Oregon's 2010 gradual increases in DMV and gas tax fees.

Water sale revenues are anticipated at \$2,550,000. A recent review and update of the water base fee is expected to stabilize the volatility of the water revenues as experienced the past fiscal year after adopting a new block rate structure

Expenses

Personnel: Management is currently in the preliminary planning stages for negotiations with the Teamsters Union on both of the collective bargaining agreements: The Police employees and the General Services

employees. It is too early to know definitively what effect these negotiations will have on the budget. However management is aware of the constraints on City revenues and will seek a fair but not overly generous contract.

In 2010 the City Council approved the Management Compensation Plan. As a result of the plan the Department Directors and other members of the Management Team no longer receive COLA's (Cost of Living Adjustments). Under the policies in the Plan salary increases for the Management Team are based solely on job performance.

Personnel Services – The total personnel services budget of \$6,861,200 is a decrease of \$40,500 from the prior year.

Materials & Services – Total budgeted materials and services of \$6,403,450 is an increase of \$325,650 over the prior year. Some of the increase accounts for the HTCTF additional budget of \$108,000, an additional \$51,000 for city enhancement/tourism projects, \$47,000 for street signs and lighting, and some \$50,000 or more in various facilities projects.

Capital Outlay – With a total of \$7,252,740 budgeted for capital projects in 2012, the majority of this expense is for the water reservoir project.

Budget Format & Accounting

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

All overhead costs, such as Administrative, Finance and Technical Services are charged to departments outside the general fund, based on supporting data. Facilities maintenance charges are based on square footage of space used by a department; and fleet maintenance is allocated on vehicle and equipment costs.

Conclusion

*"Well those drifter's days are past me now, I've got so much more to think about
Deadlines and commitments, what to leave in, what to leave out
Against the wind, I'm still running' against the wind." Bob Seger*

In response to the headwinds we face, we now work to make decisions with more precision, set goals with more clarity, though we often agonize over "what to leave in, what to leave out. "

We are fortunate to live and work in a community full of talented, progressive people who offer great ideas and continuing support towards making a great community even better. Once again, we are excited for the year ahead and for the programs, services and projects that are included in this budget.

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

Respectfully,

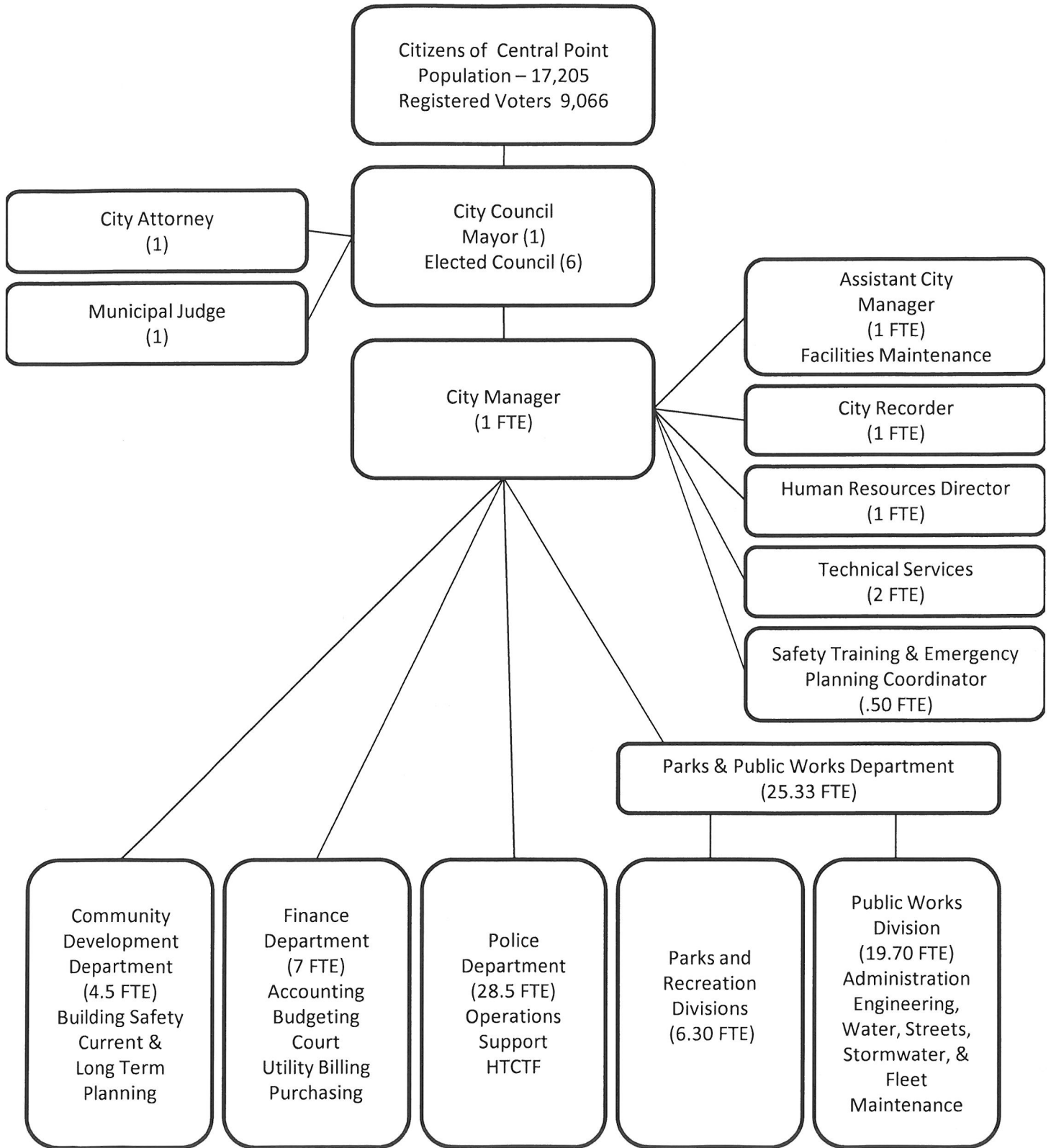


Phil Messina, City Manager



Bev Adams, Finance Director

City of Central Point



The Budget Process

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

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

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

The Budget Amendment Process

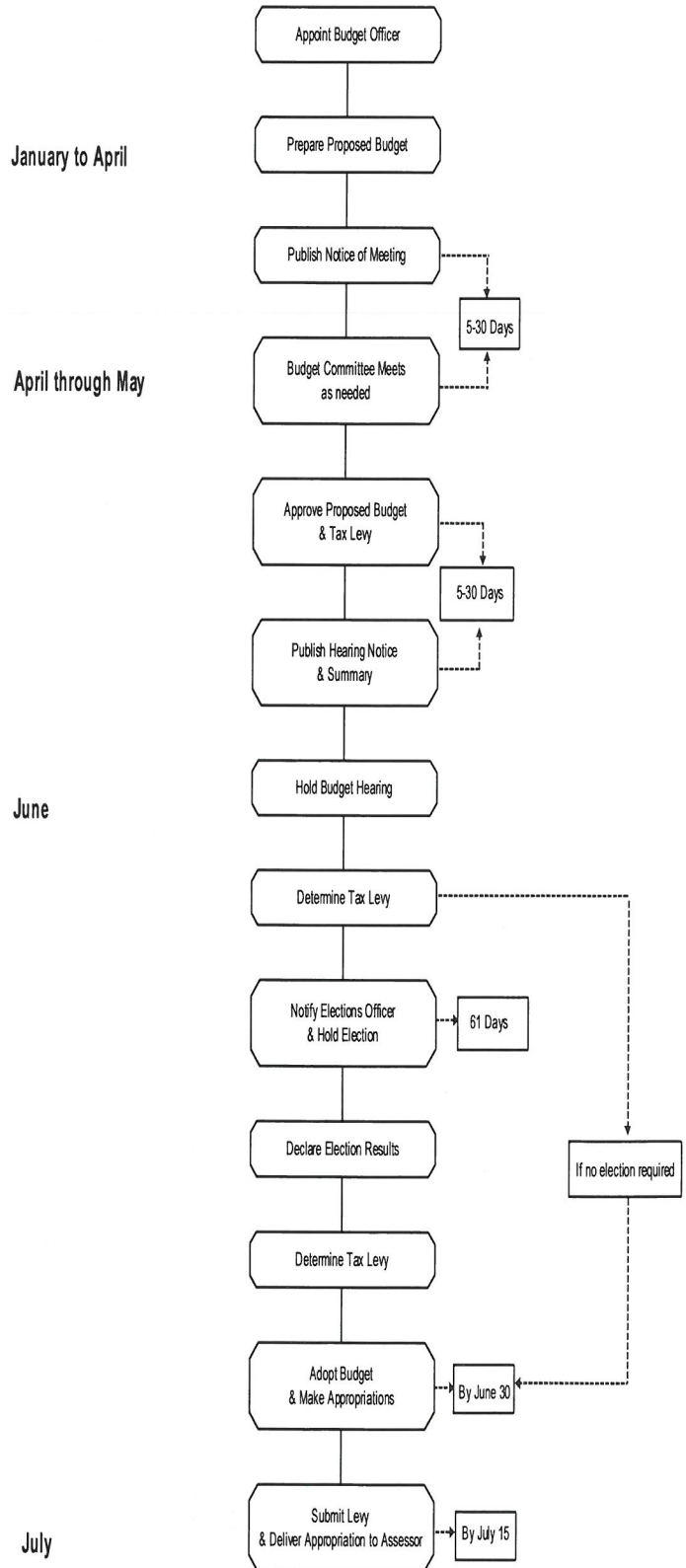
Oregon Budget Law allows for amendments to the City budget for reasons unforeseen at the time of adoption. The City Council may adopt resolution changes that decrease one existing appropriation and increase another. Certain changes of ten percent or less to any fund require a supplemental budget. Changes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

The Budget Committee

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

The appointed members:

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



City of Central Point

Mission Statement

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

Statement of Values

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

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

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

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

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



Goals

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

Proactive Government and Citizen Involvement

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

Downtown Revitalization and Beautification

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

Managed Growth and Infrastructure

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

Recreation

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

Transportation

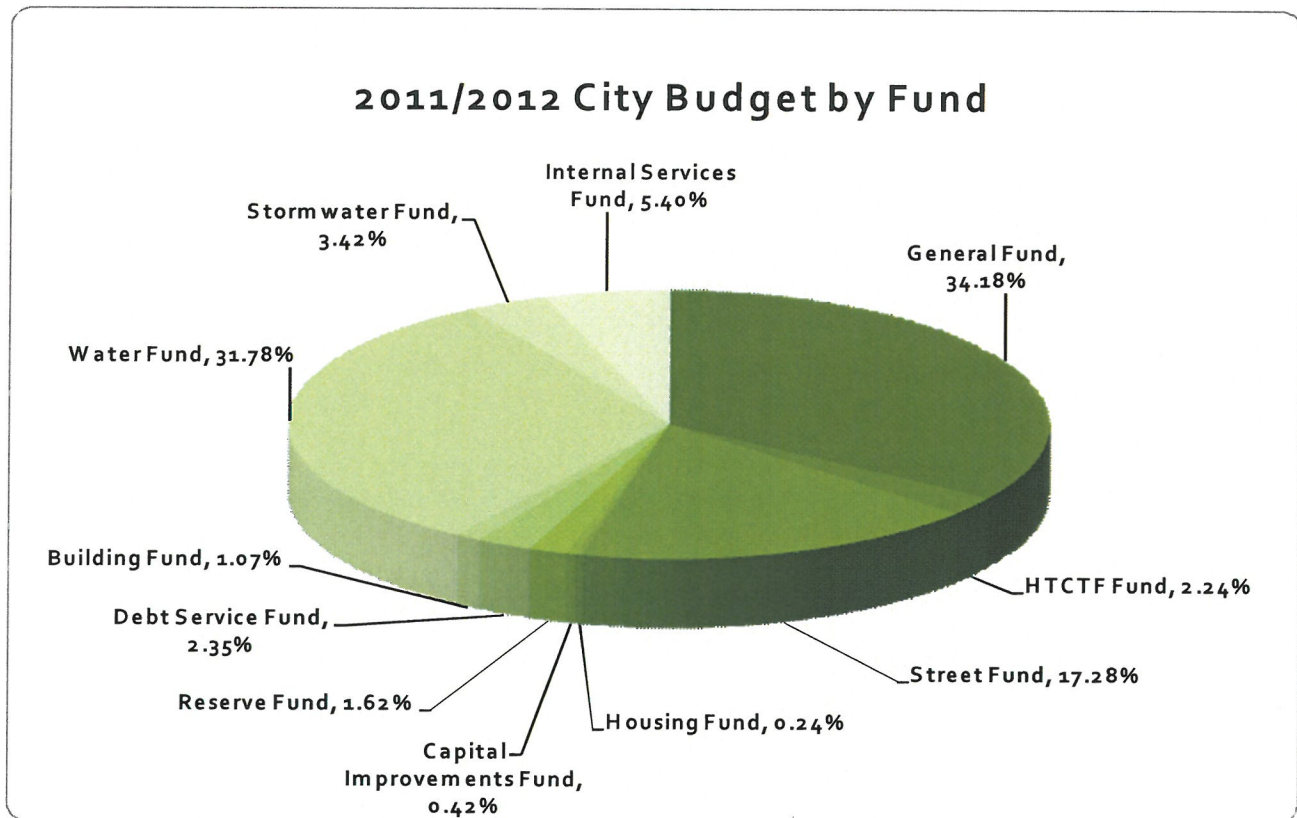
- Ensure citizens can get where they want to be, when they want to be there, enjoy the trip, and eliminate the stress of travel
- Minimize heavy vehicle traffic (semi-trucks) from downtown
- Make central downtown district (including high school) pedestrian friendly

Economic Development

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

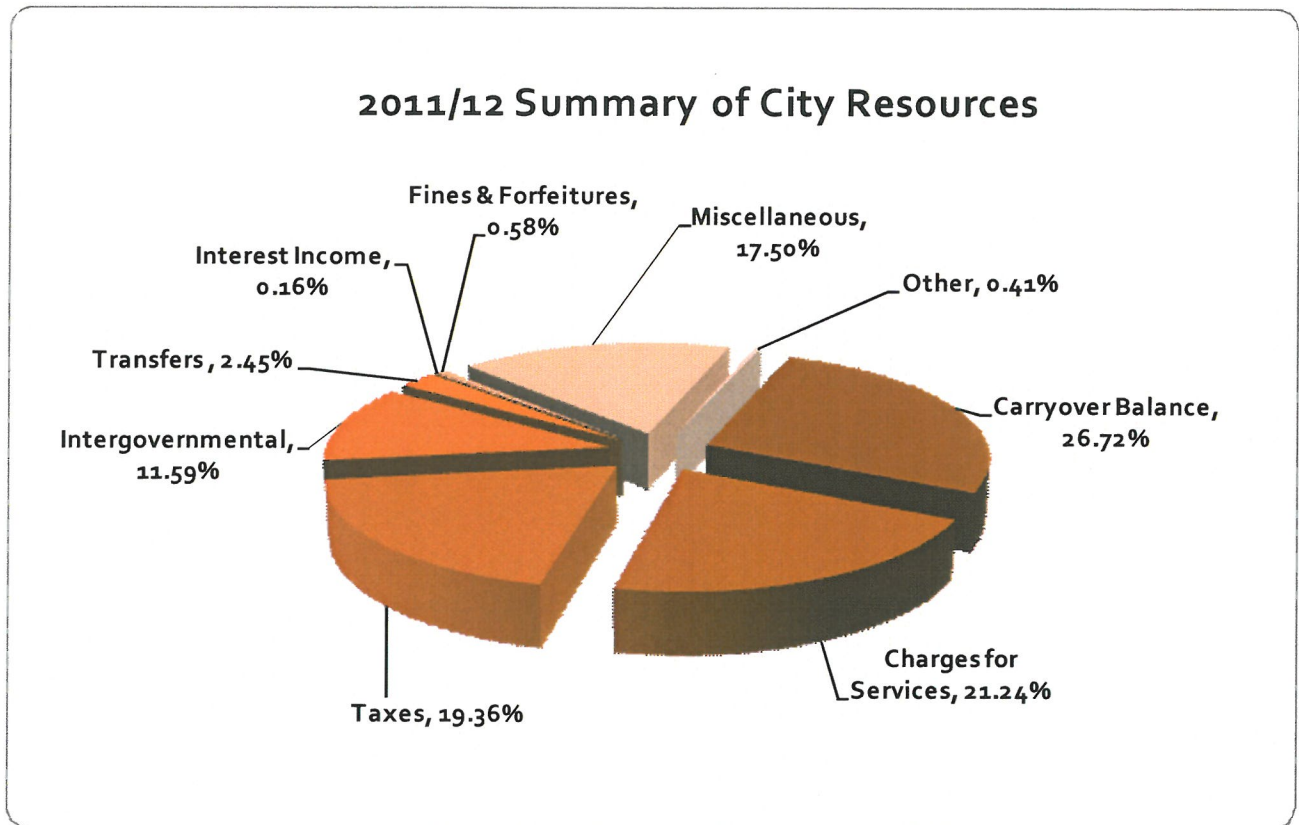
Summary By Fund

Description	2009 Actual	2010 Actual	2011 Budget	2012 Adopted
General Fund	9,628,321	10,336,720	9,898,580	10,151,150
HTCTF Fund	0	0	0	665,900
Street Fund	3,378,007	3,311,689	4,031,600	5,133,120
Housing Fund	72,087	61,982	79,300	70,440
Capital Improvements Fund	2,202,932	188,405	145,150	123,500
Reserve Fund	0	0	300,000	482,300
Debt Service Fund	601,185	803,992	810,000	699,300
Building Fund	541,968	388,753	429,350	317,850
Water Fund	5,577,529	4,900,020	10,200,700	9,438,890
Stormwater Fund	778,040	819,224	1,004,150	1,015,800
Internal Services Fund	1,845,013	1,779,572	1,685,390	1,603,035
Total Requirements by Fund	24,625,082	22,590,357	28,584,220	29,701,285



Summary of City Resources

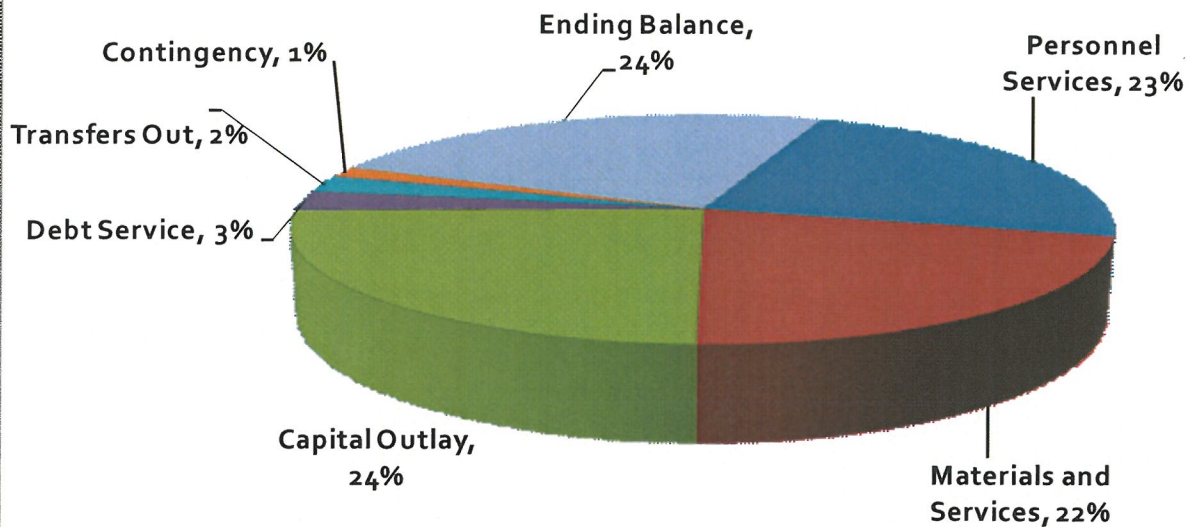
Description	2009 Actual	2010 Actual	2011 Budget	2012 Adopted
Carryover Balance	9,073,522	8,890,627	7,375,620	7,934,825
Taxes	5,299,054	5,574,271	5,688,000	5,751,000
Fees, Licenses and Permits	58,990	53,128	51,750	52,100
Intergovernmental	1,494,459	1,513,752	2,501,400	3,441,760
Charges for Services	6,648,803	5,688,427	6,839,650	6,308,250
Fines and Forfeitures	156,336	204,673	165,500	171,000
Special Assessments	82,874	83,145	67,000	70,000
Interest Income	204,632	58,285	72,800	47,250
Miscellaneous	1,543,912	249,410	5,133,600	5,197,000
Transfers In	62,500	274,639	388,900	728,100
Grand Total	24,625,082	22,590,357	28,284,220	29,701,285



Summary By Classification

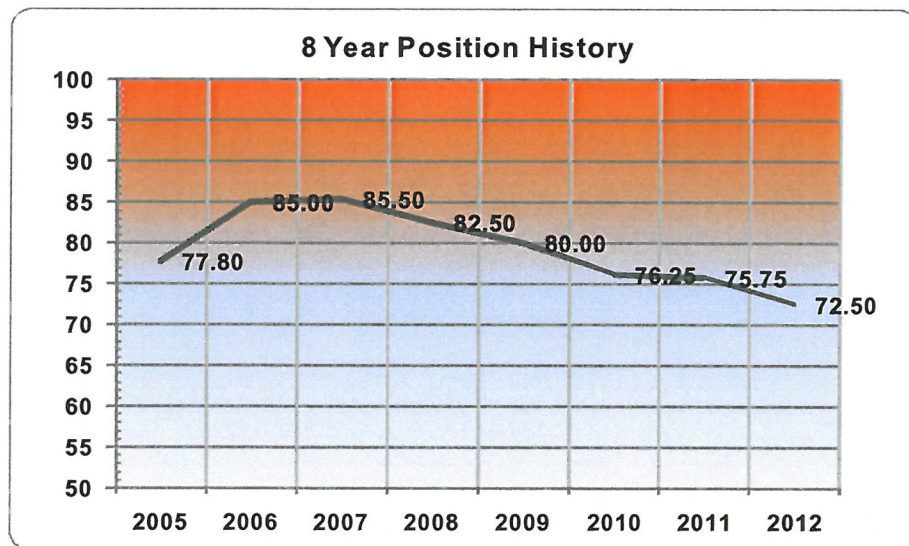
Description	2009 Actual	2010 Actual	2011 Budget	2012 Adopted
Personnel Services	6,365,907	6,463,353	6,901,700	6,861,200
Materials and Services	5,691,350	5,783,336	6,077,800	6,403,450
Capital Outlay	2,921,236	1,375,702	7,094,500	7,252,740
Debt Service	693,457	698,499	933,500	804,670
Transfers Out	62,500	274,639	852,900	728,100
Contingency	0	0	538,000	435,000
Ending Balance	8,890,632	7,994,829	6,185,820	7,216,125
Total Requirements	24,625,082	22,590,357	28,584,220	29,701,285

2011/12 City Budget by Classification



Summary of Personnel

Historical Positions	2009 Actual	2010 Actual	2011 Budget	2012 Adopted
Administration	4.25	5.25	6.50	6.50
Finance	8.00	7.50	7.50	7.00
Parks and Recreation Department	6.98	6.00	6.50	6.30
Building	2.50	1.50	1.50	1.00
Planning	5.50	4.50	4.50	3.50
Police Department	28.25	28.25	28.50	28.50
Public Works	24.50	23.25	20.75	19.70
Total	79.98	76.25	75.75	72.50



Summary of Employee Groups

Positions	2009 Actual	2010 Actual	2011 Budget	2012 Adopted
Management (Nonrepresented)	12.00	12.00	12.00	18.00
Police Bargaining Unit	26.00	26.00	27.00	21.00
General Service Bargaining Unit	40.50	36.00	34.00	31.00
Other Nonrepresented	1.48	2.25	2.75	2.50
Grand Total	79.98	76.25	75.75	72.50



Overview

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

Property taxes are the single largest source of revenue for the City. This fiscal year, property taxes comprise 43.16% of the total General Fund resources. The current property tax rate for the City is \$ 4.47 per thousand of assessed values. The City of Central Point has taxing authority for up to \$5.83 per thousand of assessed values; however, the Council has elected not to implement the additional authority at this time. (Note: Using the \$5.83 per thousand rate, estimated tax collections would be \$5,486,000 - a difference of \$1,280,000 in the 2011/12 budget year.)

Oregon state statutes allow for existing assessed values to increase up to 3% per year per property, not to exceed market value. In the past year, real market values have continued to fall resulting in assessed value of 80.8% to real market value, significantly closing the "gap" between assessed values and real market values. New construction is another way to add to the City's base of assessed valuation, although again this year we will realize very minor increases attributed to new construction.

The second largest source of revenue is the fund carryover. Although carryover is listed as a source of revenue, it is also an indicator of the health of the fund, and as such should be preserved from year to year. This past fiscal year the City Council adopted a financial policy which established a 20% percent carryover for the General Fund. The estimated beginning carryover for the 2011/12 budget year is 27% of revenues; with the year ending carryover estimated at 19.87% - very close but just slightly under preferred financial policy guideline of 20%.

At \$925,000, franchise fees make up 9.11% of general fund revenues.

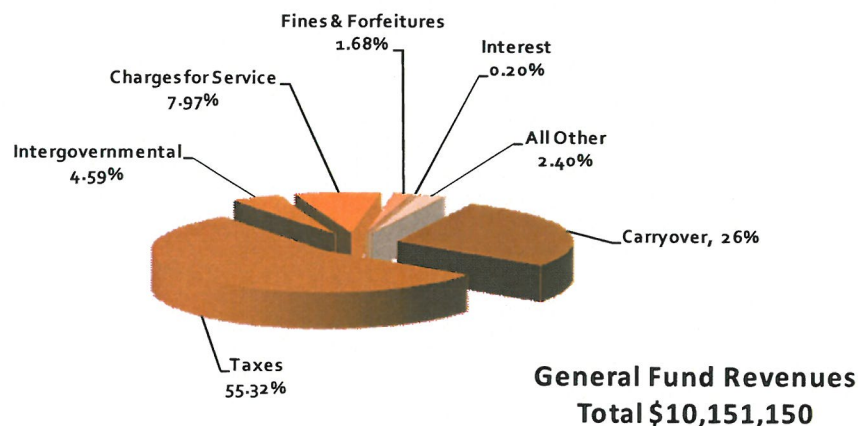
At 6.9 % of revenues, overhead fees are a significant resource to the General Fund. These are internal charges to other departments for overhead costs associated with City Administration, Finance, Technology, and Mayor and Council support.

State shared revenues (Intergovernmental) are expected to be 4.2% of the general fund revenues. Given the uncertainty at the State level, and in an effort to budget conservatively, we have budgeted 90% of the estimates provided by the State of what the City is to receive. If revenues arrive as originally estimated, the addition over what is budgeted will enhance the carryover for the next fiscal year.

Hotel/Motel tax is budgeted at 3% of total general fund revenues. Based on current hotel/motel tax revenue and economic conditions, we do not anticipate any significant increase in tourism. Based on the actual hotel/motel taxes received this fiscal year, we have made a slight reduction in the estimate for the 2011/12 budget year.

Court revenue is slowly increasing after the low of \$156,000 received in 2009, down from the average of \$176,000 received in prior years, to an estimated \$164,000 in 2010/11 fiscal year. Now that Police Department is once again fully staffed, we anticipate a minimum of \$171,000 in court fines, which is 1.68% of total general fund revenues.

Business license revenues have leveled off around \$50,000 a year, down from the high of \$58,000 in 2007. In preparing this budget we are optimistically hopeful there will not be any additional businesses closing their doors, and once again budgeted \$50,000 of revenue this fiscal year.

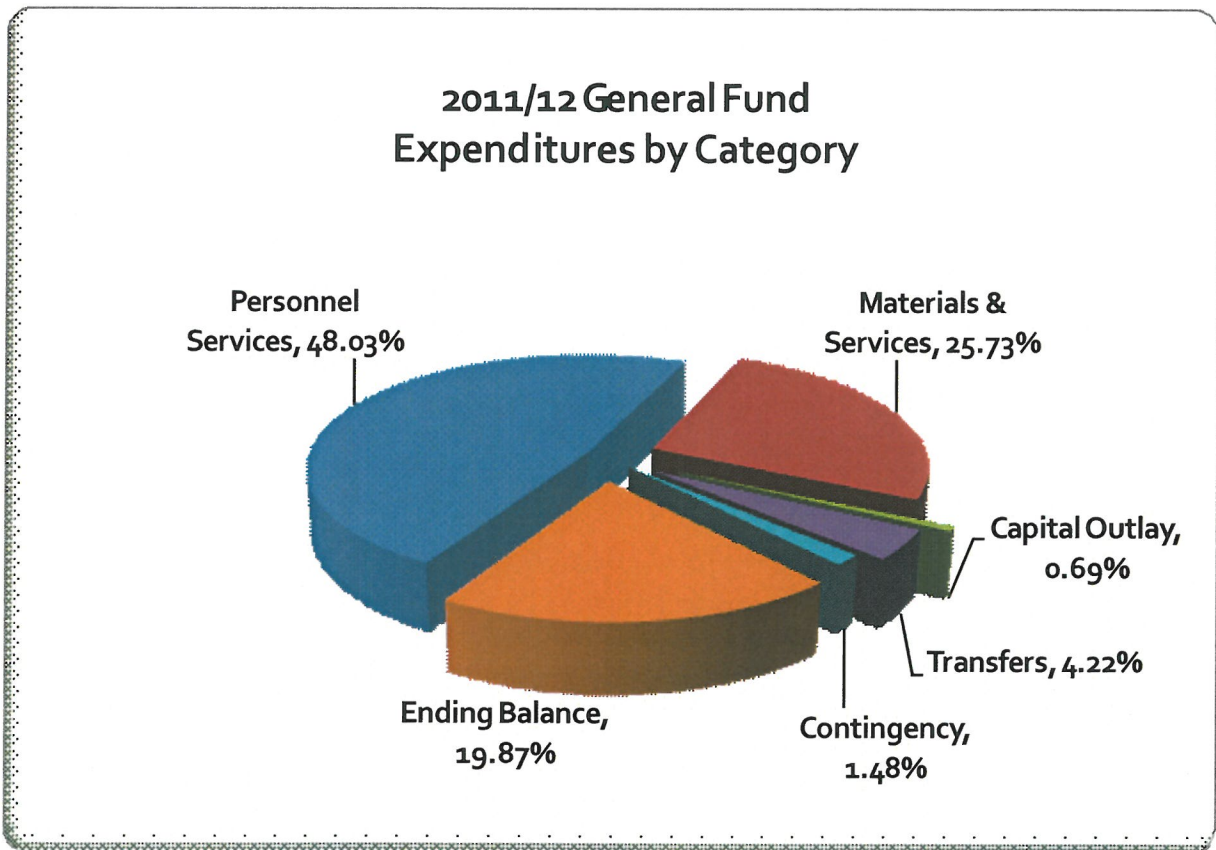


General Fund - Summary

Description	2009 Actual	2010 Actual	2011 Budget	2012 Adopted
Property Tax - Current	3,870,243	4,051,772	4,070,000	4,196,000
Property Tax - Prior Years	190,174	199,609	220,000	185,000
Hotel/Motel Room Tax	299,009	297,809	312,000	310,000
Franchise - Cable TV	141,067	128,218	124,000	125,000
Franchise - Electric	396,439	454,280	430,000	450,000
Franchise - Garbage	112,322	115,358	112,000	112,000
Franchise - Natural Gas	213,166	186,074	210,000	180,000
Franchise - Telephone	48,087	59,066	60,000	58,000
Total Taxes	5,270,507	5,492,186	5,538,000	5,616,000
Business License	56,020	51,273	50,000	50,000
Business License Misc.	2,350	1,045	1,000	1,500
Liquor License	500	690	500	500
Tobacco Retail License	120	120	250	100
Total Licenses & Fees	58,990	53,128	51,750	52,100
Federal Grants (CMAQ)				38,500
State 911 Telephone Tax	68,446	78,000	0	90,000
State Cigarette Tax	29,064	25,117	20,000	22,500
State Liquor Tax	219,173	193,679	220,000	185,000
State Revenue Sharing	98,545	161,627	150,000	130,000
Total Intergovernmental	415,228	458,423	390,000	466,000
City Overhead fees	744,000	744,000	700,000	700,000
Lien Search Fees	6,975	7,563	7,500	7,500
Parks & Gym Use Fee	3,095	3,027	1,500	2,000
Planning Fees	31,749	27,345	40,000	25,000
Police Fees & Charges	13,148	7,349	10,000	5,000
High Tech Crimes Unit	8,708	12,058	28,500	0
Recreation Fees	185,590	192,577	185,000	55,000
SDC Administrative Fee	21,683	3,542	2,500	5,000
Vehicle Towing	10,725	6,525	9,000	10,000
Total Charges for Service	1,025,673	1,003,987	984,000	809,500
Municipal Court Fines	105,721	114,276	100,000	100,000
Municipal Court Collection Int	6,106	15,247	5,000	5,000
District Court Fines	24,457	21,119	20,000	20,000
Court Diversion Fees	9,592	14,953	15,000	12,500
Court Administrative Fees	10,200	35,651	22,000	30,000
Court Technical Fee	260	3,428	3,500	3,500
Total Fines & Forfeitures	156,336	204,673	165,500	171,000
Interest Income	40,009	24,946	30,000	20,000
Total Interest income	40,009	24,946	30,000	20,000
Miscellaneous Revenue	20,357	74,389	8,500	15,000
Parks & Recreation Events	136	91,811	85,000	118,500
Parks & Recreation Donations	0	3,739	2,500	17,500
Police Donations Private Grant	6,356	0	2,500	1,000
Police - DARE Donations	7,785	5,691	5,000	5,000
Loan Principal Payments	1,052	0	0	0
Total Miscellaneous	35,686	175,627	103,500	157,000
Transfers In	12,500	7,039	25,000	35,000
Total Transfers	12,500	7,039	25,000	35,000
Carryover Balance	2,613,393	2,916,711	2,610,830	2,824,550
Total Carryover Balance	2,613,393	2,916,711	2,610,830	2,824,550
TOTAL GENERAL FUND REVENUES	9,628,321	10,336,720	9,898,580	10,151,150

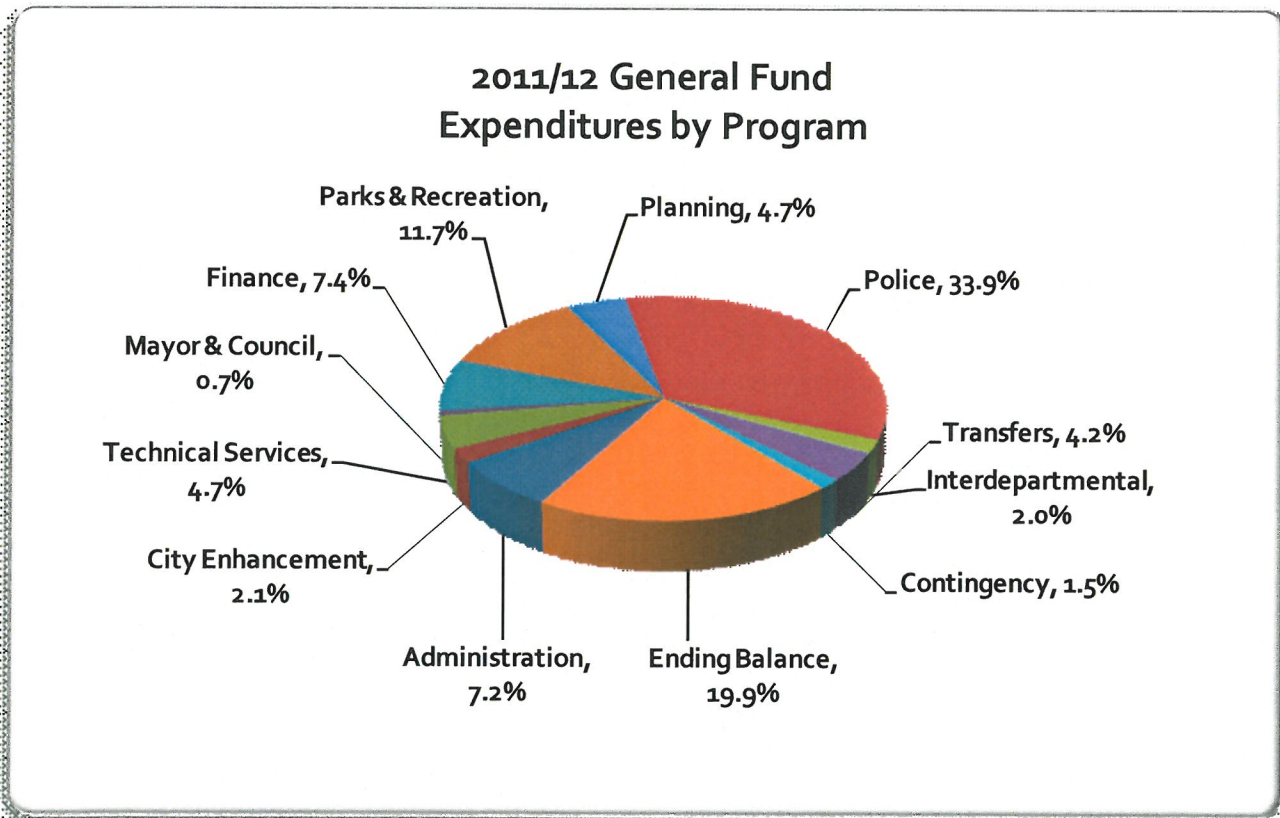
General Fund - Summary

Description	2009	2010	2011	2012
	Actual	Actual	Budget	Adopted
Personnel Services	4,412,939	4,645,160	5,087,000	4,875,100
Materials & Services	2,235,017	2,415,954	2,557,300	2,611,600
Capital Outlay	13,653	1,737	25,000	70,000
Transfers	50,000	119,500	100,000	427,900
Contingency	0	0	150,000	150,000
Ending Balance	2,916,712	3,154,370	1,979,280	2,016,550
Total Requirements by Category	9,628,321	10,336,720	9,898,580	10,151,150

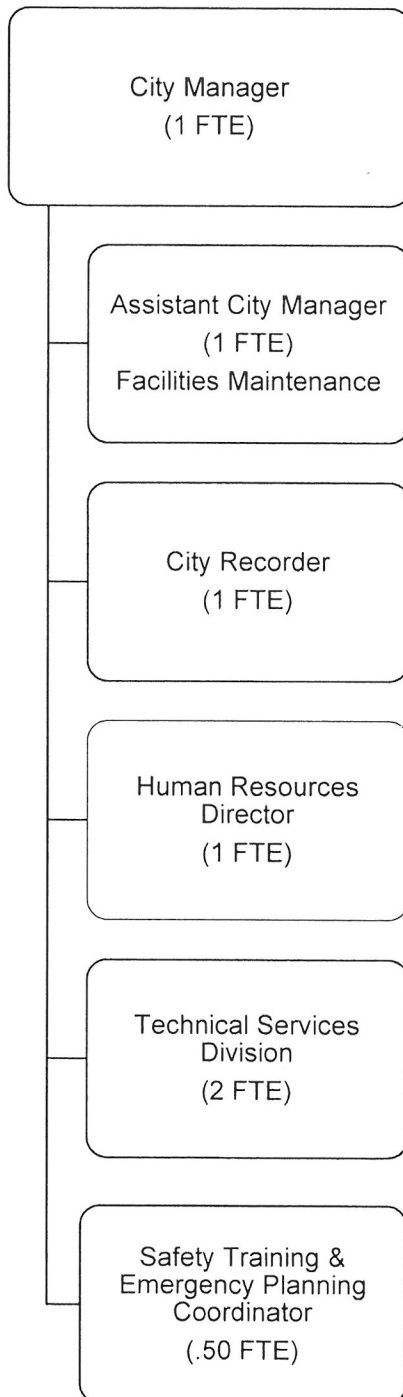


General Fund - Summary

Description	2009 Actual	2010 Actual	2011 Budget	2012 Adopted
General Fund - Administration	523,509	545,190	706,650	729,500
General Fund - City Enhancement	122,915	162,443	167,000	218,000
General Fund - Technical Services	370,078	356,515	350,500	479,200
General Fund - Mayor & Council	53,099	64,348	72,000	70,050
General Fund - Finance	769,789	739,538	789,450	750,700
General Fund - Parks	578,447	629,622	653,300	706,600
General Fund - Recreation	458,250	510,007	604,250	485,150
General Fund - Planning	430,953	503,499	511,600	475,500
General Fund - Police	3,281,596	3,485,011	3,694,550	3,442,000
General Fund - Interdepartmental	72,973	66,677	120,000	200,000
Transfers	50,000	119,500	100,000	427,900
Contingency	0	0	150,000	150,000
Ending Balance	2,916,712	3,154,370	1,979,280	2,016,550
Total Requirements by Program	9,628,321	10,336,720	9,898,580	10,151,150



Administration Department
6.5 FTE



General Fund - Administration

OVERALL GOAL – City Manager

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

KEY OBJECTIVES

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

KEY PERFORMANCE MEASURES

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

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

OVERALL GOAL – Assistant City Manager

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

KEY OBJECTIVES

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

OVERALL GOAL – Human Resources Director

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

KEY OBJECTIVES

- 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

OVERALL GOAL – City Recorder

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

KEY OBJECTIVES

- Serves as the City records manager by maintaining custody of official records and archives
- Serves as the City elections official preparing candidate packets, proving notice to the County regarding electoral issues coming before the voters
- Attends City Council meetings, Study Sessions and workshops recording legislative actions
- Responds to public records requests and inquiries by public officials and citizens
- Coordinates and produces the City newsletter, works with Information Technology Services to maintain the City website and social media

OVERALL GOAL – Safety and Training Specialist

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

KEY OBJECTIVES

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

General Fund - Administration

Description	2009 Actual	2010 Actual	2011 Budget	2012 Adopted
Salaries & Wages	255,082	313,806	397,000	399,300
Part-time Wages	12,714	3,092	7,500	7,500
City Taxes and Benefits	102,090	110,812	147,000	159,100
Total Personnel Services	369,886	427,710	551,500	565,900
City Facilities Rental	25,500	23,500	23,500	23,500
Advertising/Legal Notices	3,324	1,303	4,500	5,000
Bank Fees	378	237	650	700
Lease/Rentals	5,529	2,721	5,000	7,500
Travel/Training	10,600	12,956	13,000	13,000
Professional Services	38,602	16,804	65,000	65,000
Contract/Other Services	37,226	25,420	16,000	20,000
Employee Involvement Programs	3,224	6,113	6,500	6,500
Equipment Repair/Maintenance	467	327	1,000	1,000
Computer/Software Maintenance	14,046	8,800	0	3,000
Books/Publications	1,170	1,446	3,000	2,500
Dues/Licenses	1,907	4,793	4,000	4,000
Food	2,441	1,860	2,000	1,500
Office/Shop Supplies	2,902	2,015	3,500	3,000
Postage	3,670	3,190	2,500	3,000
Sm. Equip/Tools/Furniture	1,608	3,732	2,500	1,500
Phone/Internet	1,029	2,264	2,500	2,900
Total Materials & Services	153,623	117,480	155,150	163,600
Total Administration	523,509	545,190	706,650	729,500

OVERALL GOAL

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

KEY OBJECTIVES

- A clean and attractive city with parks, open spaces and recreational opportunities
- Planned growth that will retain our small town atmosphere
- Professional service-oriented public safety policy to promote safety and security
- Transportation and infrastructure system that is modern, efficient and environmentally sensitive
- Provide the highest level of service possible in the most efficient and responsible manner

KEY PERFORMANCE MEASURES

- Programs are in place to promote a clean and attractive city
- Use Hotel/Motel tax to promote tourism and therefore support Central Point businesses
- Assist the income challenged residents of our city
- Provide entertainment in City parks



General Fund - City Enhancement

Description	2009 Actual	2010 Actual	2011 Budget	2012 Adopted
Parks & Recreation Donation (BOB)	0	15,000	25,000	45,000
Community Events	0	25,202	29,000	13,000
Downtown Revitalization	29,334	21,121	31,000	33,000
Utility Discount	15,060	20,511	15,000	15,000
Food and Friends Program	11,000	12,000	12,000	12,000
Tourism Promotion	67,521	68,608	55,000	100,000
Total Materials & Services	122,915	162,443	167,000	218,000
Total City Enhancement	122,915	162,443	167,000	218,000



OVERALL GOAL

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

- Wired and wireless networks
- VOIP phone system
- Remote site administration
- Desktop computers
- Audio/visual equipment
- Mobile applications
- Specialized hardware and software

KEY OBJECTIVES

- To facilitate the efficiency of existing staff by maintaining a four-year replacement cycle for desktop computers
- Provide the latest software to City employees through our various software assurance contracts
- Increase the level of productivity of City employees by providing computer related training to all employees
- Continue to use technology whenever possible to reduce costs, increase effectiveness of City staff, and improve livability of our residents
- Provide excellent customer service and quickly respond to IT work orders

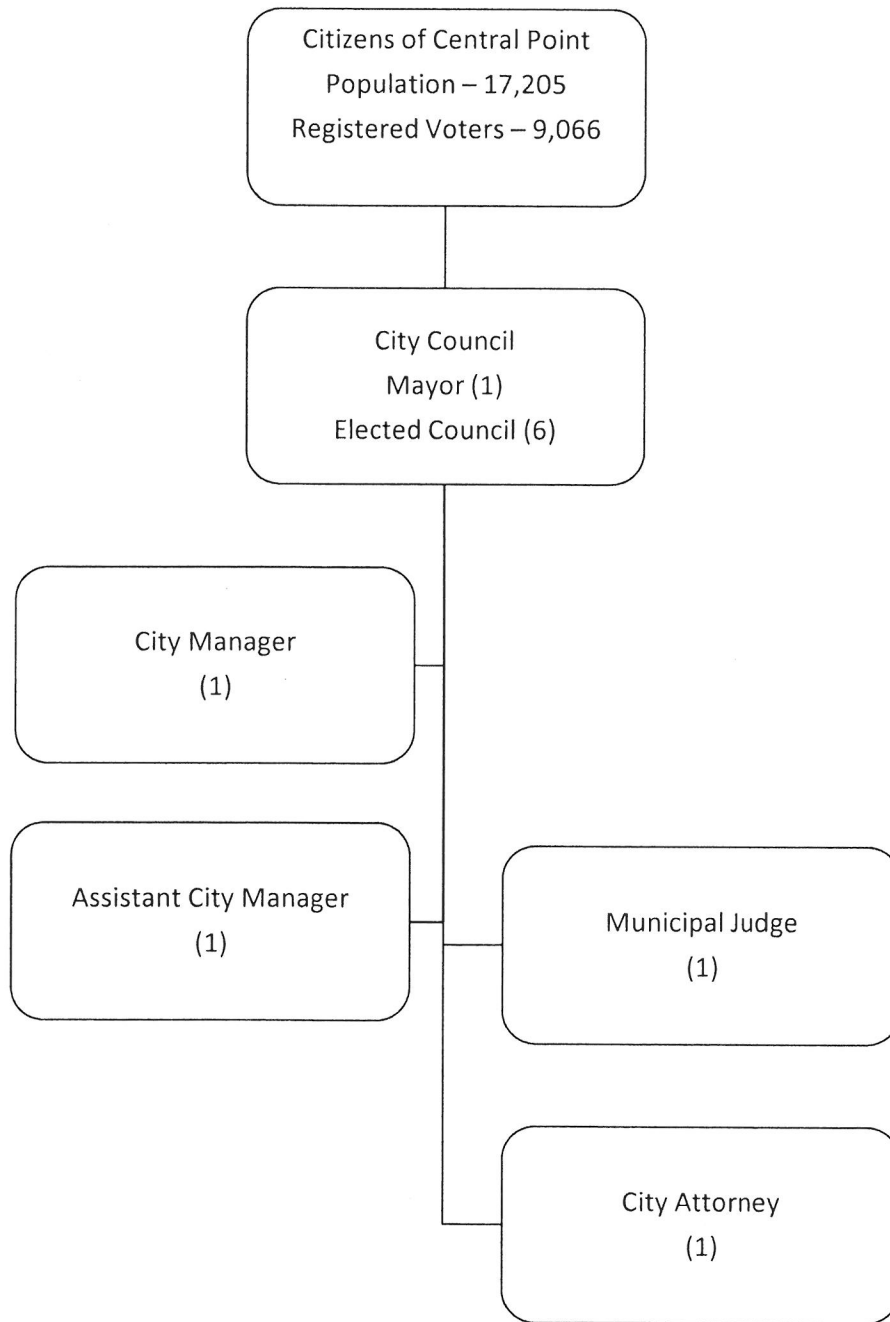
KEY PERFORMANCE MEASURES

- Performance of new City website, number of hits and survey results from web visitors
- IT response time to Track-It tickets
- Number of Track-It tickets completed

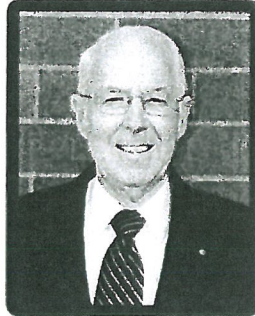
General Fund - Technical Services Division

Description	2009 Actual	2010 Actual	2011 Budget	2012 Adopted
Salaries & Wages	69,358	57,782	98,500	135,100
Overtime Wages	2,549	0	3,000	3,000
Part-time Wages	0	4,050	0	0
City Taxes and Benefits	30,550	23,591	53,000	57,600
Total Personnel Services	102,457	85,422	154,500	195,700
City Facilities Rental	12,100	10,100	5,000	5,000
City Facilities Rental (HTCU)	37,800	35,800	0	0
Travel/Training	8,035	1,498	10,000	10,000
Professional Services	3,319	16,098	10,500	10,000
Contract/Other Services	2,814	25,768	17,500	18,000
High Tech Crime Unit	24,205	13,736	0	0
Computer Software Maintenance	6,049	8,736	50,000	52,000
Books/Publications	391	0	1,000	1,000
Computer Hardware/Software	98,951	87,038	72,000	72,000
Dues/Licenses	45,485	46,945	0	15,000
Office/Shop Supplies	2,977	1,191	2,000	2,500
Sm. Equip/Tools/Furniture	6,128	4,799	4,000	4,000
Phone/Internet	19,366	19,384	24,000	24,000
Total Materials & Services	267,620	271,093	196,000	213,500
Computer Hardware/Software	0	0	0	70,000
Total Capital Outlay	0	0	0	70,000
Total Technical Services	370,078	356,515	350,500	479,200

Mayor & City Council



**Mayor
Hank Williams**



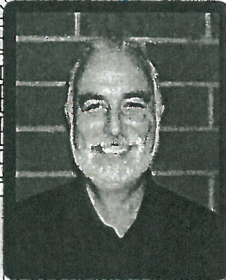
**At Large
Kay Harrison**



**At Large
Carol Fischer**



**Ward IV
Allen Broderick**



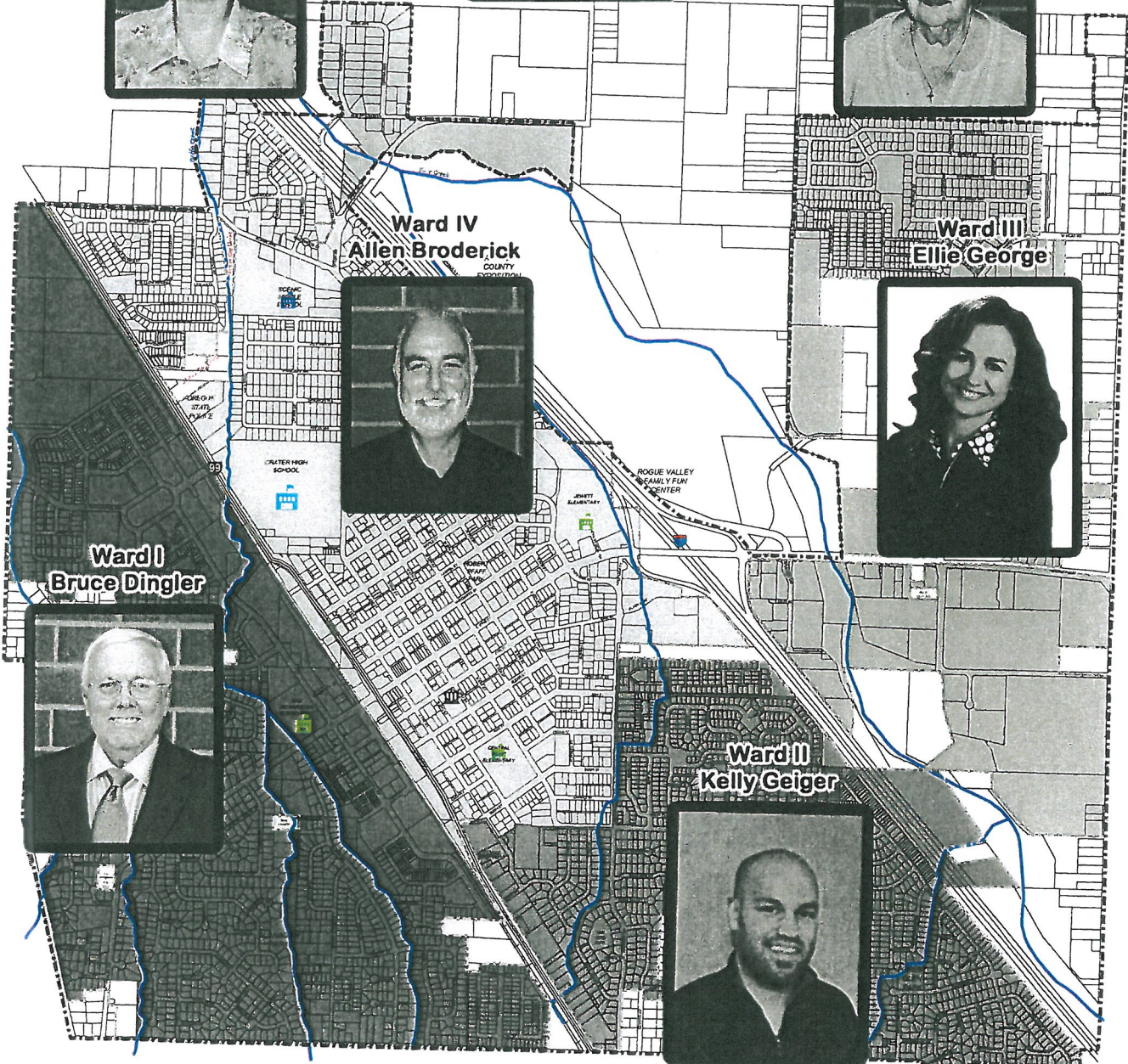
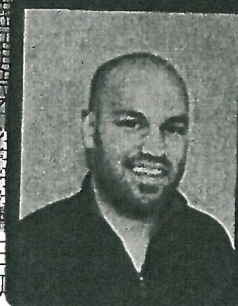
**Ward III
Ellie George**



**Ward I
Bruce Dingler**



**Ward II
Kelly Geiger**



OVERALL GOAL

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

KEY OBJECTIVES

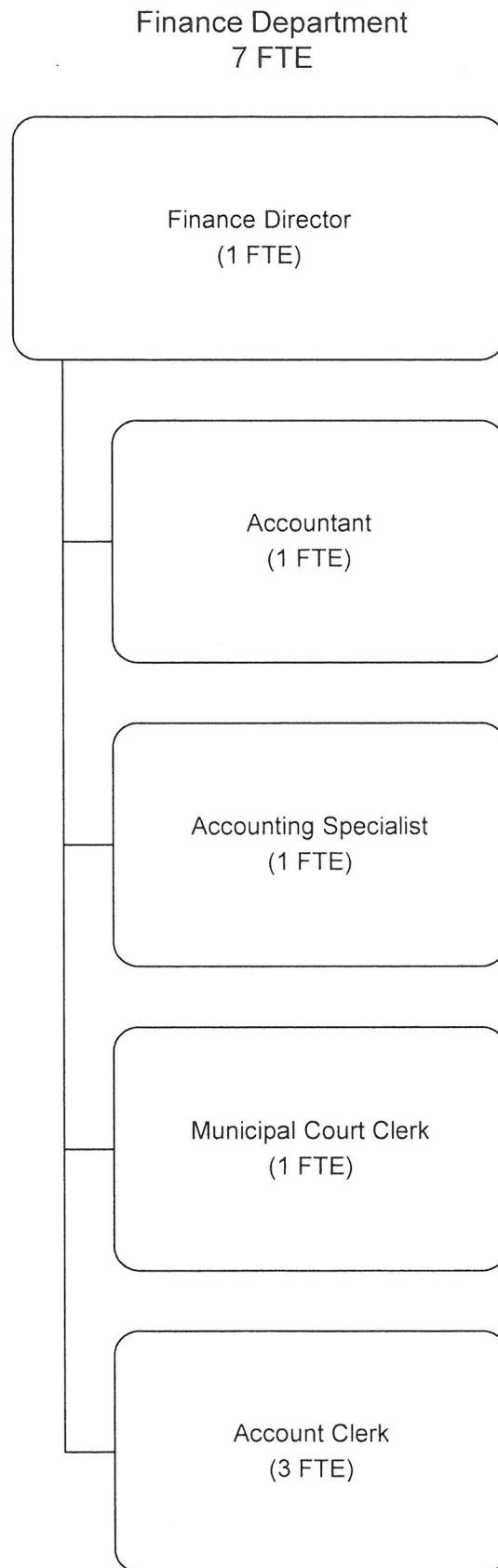
- Adopt policies through ordinances and the budget reflecting Council goals, objectives, and community vision
- Ambassadors of the City by maintaining effective communications with citizens
- Maintain relationships with other governmental agencies whose programs affect the City

KEY PERFORMANCE MEASURES

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

Description	2009 Actual	2010 Actual	2011 Budget	2012 Adopted
Salaries & Wages	13,800	13,800	13,800	13,800
City Taxes and Benefits	1,109	1,109	2,200	2,200
Total Personnel Services	14,909	14,909	16,000	16,000
Travel/Training	5,699	3,264	6,000	6,600
Professional Services	1,724	640	2,000	2,000
Community Events	3,008	1,224	5,000	5,000
Computer/Software Maintenance	5,877	0	1,000	750
Dues/Licenses	19,934	41,454	37,000	33,000
Food	1,539	1,393	2,500	2,500
Office/Shop Supplies	0	1,464	2,500	3,000
Phone/Internet	410	0	0	1,200
Total Materials & Services	38,191	49,439	56,000	54,050
Total Mayor & Council	53,099	64,348	72,000	70,050

General Fund - Finance Organizational Chart



OVERALL GOAL

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

KEY OBJECTIVES

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

KEY PERFORMANCE MEASURES

- Protect the policy-making ability of the City Council and City Manager by ensuring that important policy decisions are not controlled by financial problems
- Prepare a city investment policy for Council review & adoption
- Quarterly financial statements and reporting to City Council
- Monthly expense and financial reporting to City Manager and Department Heads
- Receive the GFOA certificate of excellence in financial reporting
- Maintain zero number of audit findings
- Encourage cooperation, best in class service, and excellence in government by seeking opportunities to contribute and to serve the public and the organization

ACCOMPLISHMENTS

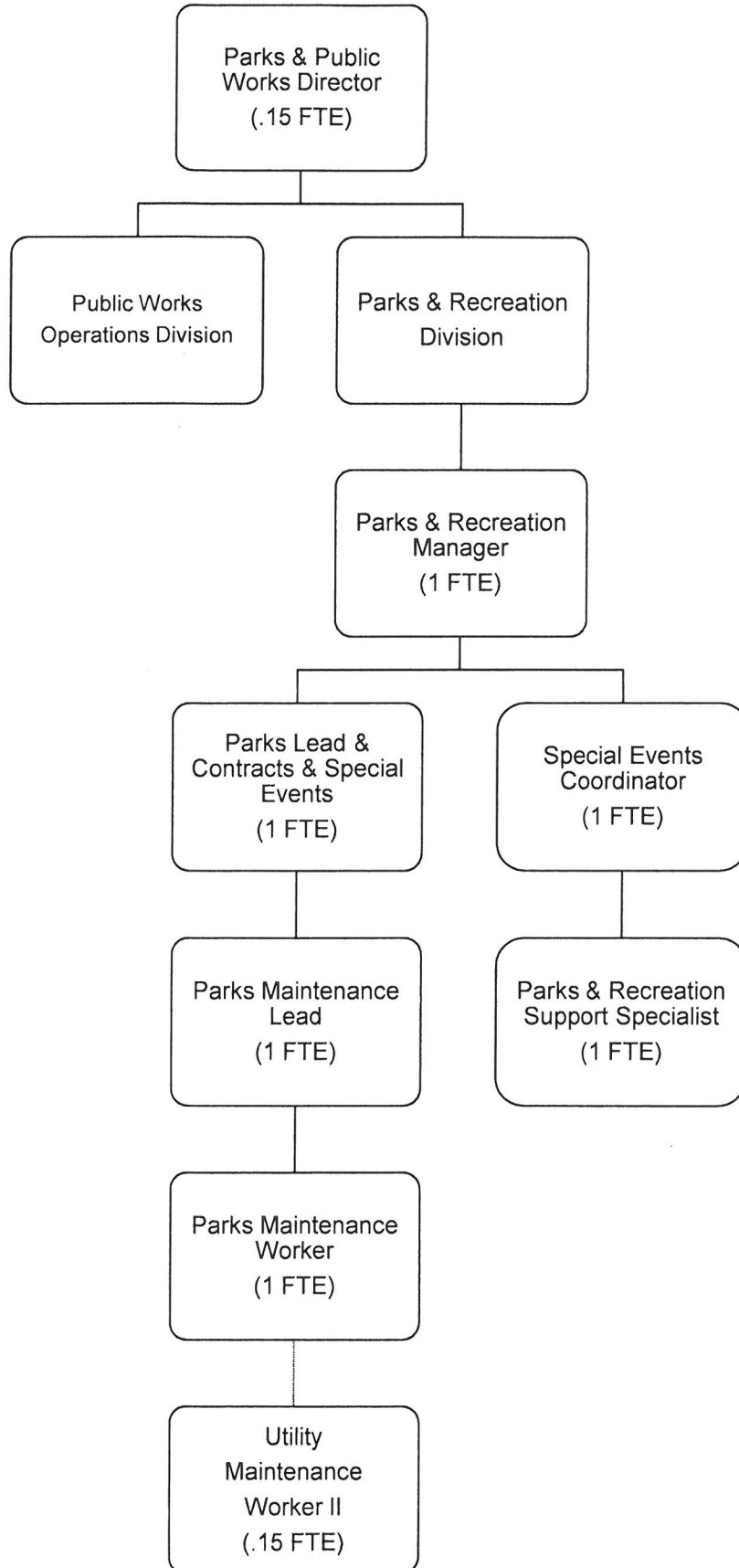
- Received the GFOA certificate of excellence in financial reporting
- Maintained zero number of audit findings
- Evaluated investments and invested locally
- Reduced payroll processing errors to less than .05%
- Established and began funding of an Equipment & Facilities Reserve Fund
- Responded to customer request to include return envelopes in utility bills
- Successfully transitioned and repositioned for midyear staff reduction – with no reduction in citizen services
- Implemented citywide software that will integrate unified data base for business license information, building permits, work orders, code and contact management, GIS, and Laser fiche capabilities.
- Established the "Finance Corner" section for quarterly news articles in the City newsletter

General Fund - Finance

Description	2009 Actual	2010 Actual	2011 Budget	2012 Adopted
Salaries & Wages	341,883	357,194	368,000	354,000
Overtime Wages	0	0	1,000	1,000
Part-time Wages	18,000	18,000	23,000	18,000
City Taxes and Benefits	192,516	162,582	189,000	175,700
Total Personnel Services	552,399	537,776	581,000	548,700
City Facilities Rental	38,800	35,700	35,700	35,700
Advertising/Legal Notices	2,608	2,233	2,000	2,000
Bank/VISA Fees	18,665	25,631	25,500	29,000
Printing/Binding	20,358	12,862	22,000	14,000
Travel/Training	10,552	8,586	12,500	14,000
Professional Services	54,996	41,201	45,000	46,000
Contract/Other Services	5,974	7,197	5,000	6,000
Equipment Repair/Maintenance	1,275	0	1,000	1,000
Computer/Software Maintenance	23,971	24,879	3,500	4,000
Books/Publications	40	0	250	200
Computer Hardware/Software	0	430	8,500	2,500
Dues/Licenses	2,330	1,930	2,000	2,500
Office/Shop Supplies	8,005	7,203	7,500	8,000
Postage	27,463	30,789	34,000	33,000
Sm Equip/Tools/Furniture	0	212	1,000	800
Phone/Internet	2,353	2,909	3,000	3,300
Total Materials & Services	217,390	201,762	208,450	202,000
Total Finance	769,789	739,538	789,450	750,700

General Fund - Parks & Recreation Organizational Chart

Parks & Recreation Division
6.30 FTE



General Fund - Parks & Recreation - Parks

OVERALL GOAL

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

KEY OBJECTIVES

- Continue to seek out the most cost effective way to maintain all the parks and open spaces
- Ensuring that all park equipment is maintained and replaced to ensure safe maintenance practices for all who use the park system
- Work on partnership that will help with invasive species eradication throughout the park system.
- Continue to evaluate contract services to ensure that tax dollars are being spent efficiently
- Continue working with other City Departments to ensure that all parks maintenance and vehicles are properly maintained.
- Work with Storm Water Specialist to ensure that plantings meet with guidelines along stream beds.
- Finalize the wetlands mitigation plan at Bluegrass Downs.
- Continue monitoring of elm trees and injections to ensure that the Pfaff Park canopy remains diverse.
- Begin a Park Watch program
- Continue expansion of recycling program to include paper and bottles in most heavily used parks.
- Continue collaborating with other departments on special events.

KEY PERFORMANCE MEASURES

- Park acreage maintained on a weekly basis
- Contract services provide effective maintenance
- Grants applied and awarded
- Replacement of park equipment and park features
- Reduction of solid waste due to recycling efforts



General Fund - Parks & Recreation - Parks

Description	2009 Actual	2010 Actual	2011 Budget	2012 Adopted
Salaries & Wages	179,254	200,755	221,700	226,700
Overtime Wages	1,884	7,525	4,000	9,000
Part-time Wages	0	14,817	0	0
City Taxes and Benefits	87,096	97,239	120,000	121,800
Total Personnel Services	268,234	320,336	345,700	357,500
City Facilities Rental	26,200	23,800	23,800	23,800
City Equipment Rental	39,996	36,000	34,000	34,000
Public Works Overhead Fees	18,996	19,000	0	0
Lease/Rentals	87	1,365	1,300	1,300
Travel/Training	4,990	2,843	5,000	5,000
Professional Services	11,469	2,438	6,000	6,000
Contract/Other Services	106,639	128,817	106,000	135,000
Building/Grounds Maintenance	61,026	53,922	86,000	100,000
Books/Publications	0	100	400	400
Clothing Allowance	726	1,808	1,000	1,000
Office/Shop Supplies	2,843	3,769	3,000	3,000
Sm Equip/Tools/Furniture	33	1,346	2,500	3,000
Electric	14,589	20,263	25,000	22,000
Natural Gas	3,303	2,278	2,100	2,100
Phone/Internet	5,744	4,461	5,500	5,500
Water/Sewer/Stormwater	6,063	5,339	6,000	7,000
Total Materials & Services	302,704	307,549	307,600	349,100
Prior Year Improvements	7,509	1,737	0	0
Total Capital Projects	7,509	1,737	0	0
Total Parks	578,447	629,622	653,300	706,600

General Fund - Parks & Recreation - Recreation

OVERALL GOAL

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

KEY OBJECTIVES

- Increase diversity while maintaining affordability in the recreational opportunities for community
- Work with schools on arts, gardening, and community service projects
- Promote physical activities by organizing runs, walks and bike rides for the community which in turn increases our participation in community events.
- Continue to seek out inexpensive facilities that will fit our class needs
- Continue working to build relationships with outside groups interested in partnerships
- Seek out additional training to utilize more fully the current recreational program (Activenet)
- Increase awareness of recreational opportunities to make programs more sustainable with new and innovative marketing
- Continue working with regional recreational departments on best practices
- Seek out new advertising methods on the web, email or phone trees.
- Continue to refine recreational training material and guidelines using best practices
- Expand fundraising and grant writing to decrease dependence on general fund revenues and continue to seek out inventive ways to decrease program costs

KEY PERFORMANCE MEASURES

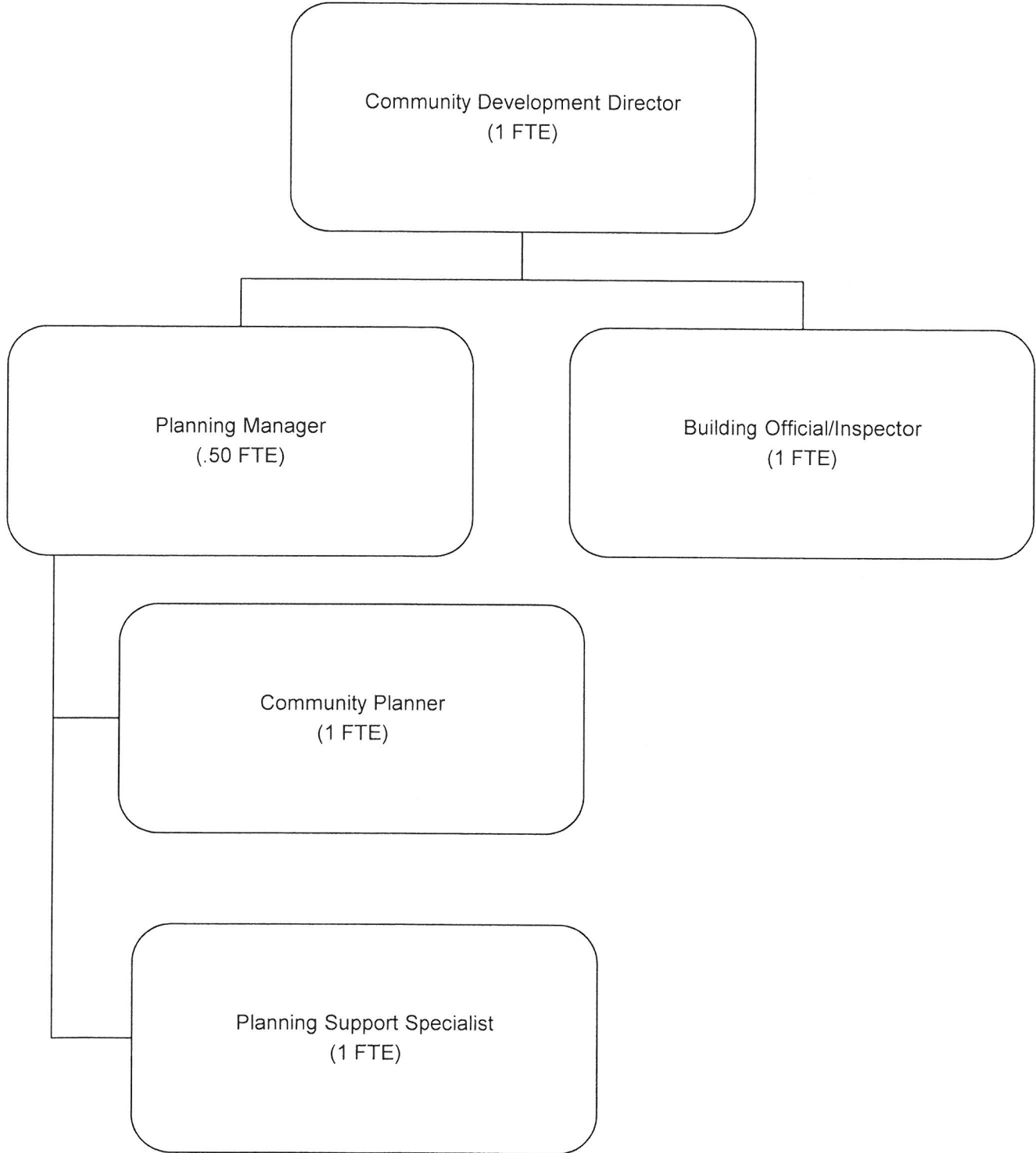
- Retention of customers in recreation classes and KidVenture
- Increased Citizen and Volunteer participation
- Increase participation in events and activities sponsored by the City
- Marketing questions at time of registration that show where our advertising dollars should go

General Fund - Parks & Recreation - Recreation

Description	2009 Actual	2010 Actual	2011 Budget	2012 Adopted
Salaries & Wages	98,279	93,936	125,500	130,700
Overtime Wages	2,365	2,809	2,000	7,000
Part-time Wages	138,413	31,605	11,200	3,000
City Taxes and Benefits	76,099	55,033	62,000	52,100
Total Personnel Services	315,156	183,383	200,700	192,800
City Facilities Rental	26,400	24,000	24,000	24,000
Advertising/Legal Notices	2,621	350	2,500	2,500
Bank/VISA Fees	1,046	2,528	2,500	2,500
Printing/Binding	6,734	4,602	9,000	11,700
Lease/Rentals	1,308	2,895	3,000	1,000
Travel/Training	4,463	5,920	6,000	6,000
Professional Services	1,290	0	2,500	2,500
Contract/Other Services	4,260	0	4,500	0
Contract Services - Recreation	0	144,901	122,000	62,000
Instructors	6,909	6,435	6,500	10,500
Community Event - Battle of the Bones	0	74,856	60,000	70,000
Recreation Programs	55,428	35,888	125,000	62,000
Equipment Repair/Maintenance	3,925	0	500	500
Building/Grounds Maintenance	3,075	632	4,000	4,000
Books/Publications	0	287	250	250
Computer Hardware/Software	2,898	2,504	2,500	2,500
Dues/Licenses	430	393	400	400
Office/Shop Supplies	8,286	7,836	13,000	13,000
Postage	7,643	6,798	8,000	9,000
Sm Equip/Tools/Furniture	0	0	0	600
Electric	1,854	1,954	2,400	2,400
Phone/Internet	4,524	3,845	5,000	5,000
Total Materials & Services	143,094	326,624	403,550	292,350
Total Recreation	458,250	510,007	604,250	485,150

General Fund - Community Development - Planning Organizational Chart

Community Development Department
4.5 FTE



OVERALL GOAL

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

KEY OBJECTIVES

Comprehensive Planning

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

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

Current Planning

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

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

KEY PERFORMANCE MEASURES

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

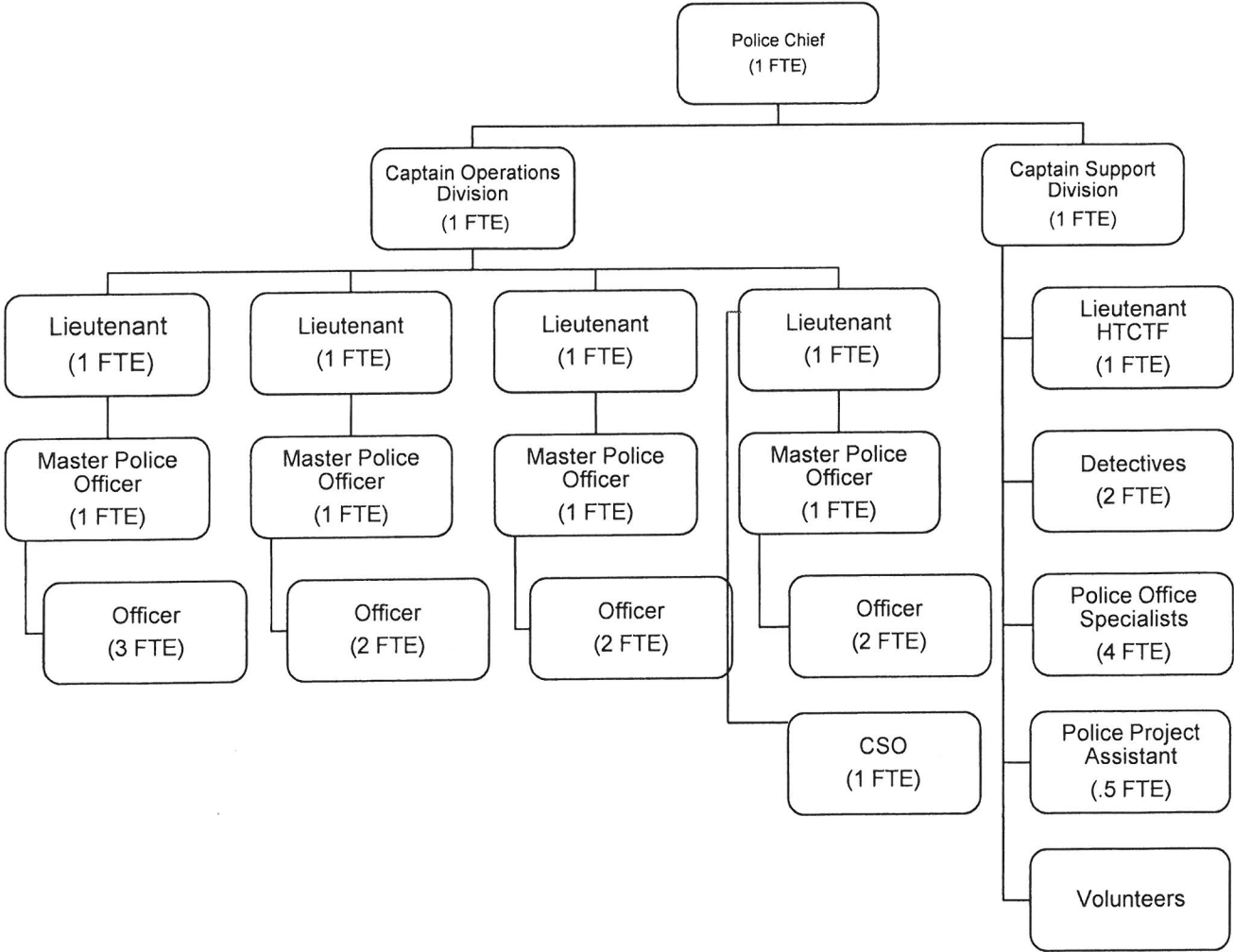


General Fund - Planning

Description	2009 Actual	2010 Actual	2011 Budget	2012 Adopted
Salaries & Wages	170,813	235,462	250,000	230,100
Overtime Wages	150	0	1,000	1,500
Part-time Wages	48,886	56,004	57,200	59,500
City Taxes and Benefits	85,989	101,163	122,000	97,500
Total Personnel Services	305,838	392,629	430,200	388,600
City Facilities Rental	32,500	29,700	29,700	29,700
City Equipment Rental	5,004	4,500	4,500	4,500
Public Works Overhead Fees	42,000	42,000	0	0
Advertising/Legal Notices	7,395	3,770	7,500	4,000
Travel/Training	2,649	6,730	7,000	6,000
Professional Services	17,942	8,829	18,000	35,000
Contract/Other Services	7,393	6,209	6,000	0
Computer/Software Maintenance	4,067	3,549	0	0
Dues/Licenses	990	2,125	2,000	2,500
Office/Shop Supplies	2,316	1,690	2,500	1,500
Postage	715	258	1,200	700
Sm Equip/Tools/Furniture	535	87	1,000	1,000
Phone/Internet	1,609	1,423	2,000	2,000
Total Materials & Services	125,115	110,870	81,400	86,900
Total Planning	430,953	503,499	511,600	475,500



Police Department
28.5 FTE



OVERALL GOAL

A fundamental goal for the City of Central Point Police Department is to ensure that our citizens enjoy an unwavering "feeling of safety" regarding their community. That feeling of safety is best measured by how secure the citizens of Central Point feel while in their homes, neighborhoods, schools and businesses. The 2010 Community survey clearly tells us that over 80 % of our citizens have a strong feeling of safety in this community. Our objective; a renewed focus on community safety and livability issues by way of improved feedback from the citizens we serve.

KEY OBJECTIVES

In FY 2011-2012 the City of Central Point Police Department will fully realize the numerous operational and fiscal improvements resulting from a restructuring of the Command Staff, implementing a more functional work-schedule for Patrol personnel and dramatically improving mandated in-service training opportunities. These needed changes also support our motto; *"Dedicated to Service, Committed to Excellence,"* in the attainment of the following objectives:

- New systems of measurement that allow personnel to better track problem areas in our community and respond with appropriate resources such as; directed patrols, VIP's conducted speed surveys and involvement by the Community Services Officer
- Assigned policing districts that encourage Patrol Teams to interact closely with our citizens to more precisely monitor community safety and livability issues, employ required resources and tactics and to also better gauge the success of those efforts
- Continue to pro-actively address very important social issues, in partnership with our community; such as youth offenses, street gangs, graffiti and the rising homeless population which all have influence on the "feeling of safety" that our citizens enjoy

KEY PERFORMANCE MEASURES

- We will gather statistics relevant to community safety and livability on a monthly basis
- We will have personnel regularly solicit input from the community to find out what areas of concern our citizens would like their Police Department to focus on
- We will fill the "Community Youth Officer" position who will work closely with School District #6 and be cross-trained to work with the "Medford Area Drug and Gang Enforcement Unit" (MADGE) for increased intervention in local youth gang activity
- We will continue to work with our many community partners to assure the homeless population is treated with compassion and provided access to available resources
- We will continue to promote personal security and also "target harden" our community by distributing at least 500 "Community Safety Toolkits," provide basic Crime Prevention trainings and help establish additional "Neighborhood Watch" groups upon request
- We will reduce the overall operating cost for the police fleet by purchasing newer, more efficient/flex fuel vehicles, convert a portion of the police fleet to propane, eliminate some older less efficient vehicles and also increase the use of our Bike Patrol Team

General Fund - Police

Description	2009 Actual	2010 Actual	2011 Budget	2012 Adopted
Salaries & Wages	1,593,818	1,700,908	1,692,000	1,604,000
Overtime Wages	69,314	69,539	69,600	74,600
Overtime Wages - Special Events	17,400	17,400	17,400	17,400
Part-time Wages	28,359	35,941	39,400	36,000
City Taxes and Benefits	775,170	859,206	989,000	877,900
Total Personnel Services	2,484,061	2,682,994	2,807,400	2,609,900
City Facilities Rental	194,900	178,500	178,500	178,500
City Facilities Rental - HTCU	0	0	40,900	0
Lease/Rentals	35,339	50,374	42,750	59,800
Travel/Training	57,754	42,400	50,000	50,000
Dispatch Services	227,086	256,550	191,000	213,000
Professional Services	9,206	9,798	5,000	15,000
Contract/Other Services	23,256	23,726	30,000	30,000
DARE	7,854	4,495	5,000	5,000
Investigations	450	3,518	5,000	5,000
High Tech Crime Unit	0	0	48,500	0
Volunteer Programs-Citizens On Patrol	4,994	11,675	15,000	15,000
Vehicle Repair/Maintenance	25,795	31,879	30,000	68,500
Equipment Repair/Maintenance	3,890	1,379	10,000	7,500
Computer/Software Maint & Licenses	1,863	0	10,000	5,000
Books/Publications	409	2,355	5,000	2,500
Clothing Allowance	17,454	24,562	20,000	17,800
Computer Hardware/Software	38,856	918	5,000	5,000
Dues/Licenses	8,592	8,813	5,000	5,000
Fuel	39,582	39,702	50,000	40,000
Maintenance Supplies	217	7	500	500
Office/Shop Supplies	27,346	33,984	30,000	22,000
Postage	2,664	2,417	5,000	3,500
Sm Equip/Tools/Furniture	27,477	44,256	50,000	44,000
Phone/Internet	36,405	30,709	30,000	39,500
Total Materials & Services	791,391	802,017	862,150	832,100
City Hall Improvements - Locker Room	0	0	25,000	0
Equipment	6,144	0	0	0
Total Capital Outlay	6,144	0	25,000	0
Total Police	3,281,596	3,485,011	3,694,550	3,442,000

General Fund - Interdepartmental

OVERALL GOAL

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

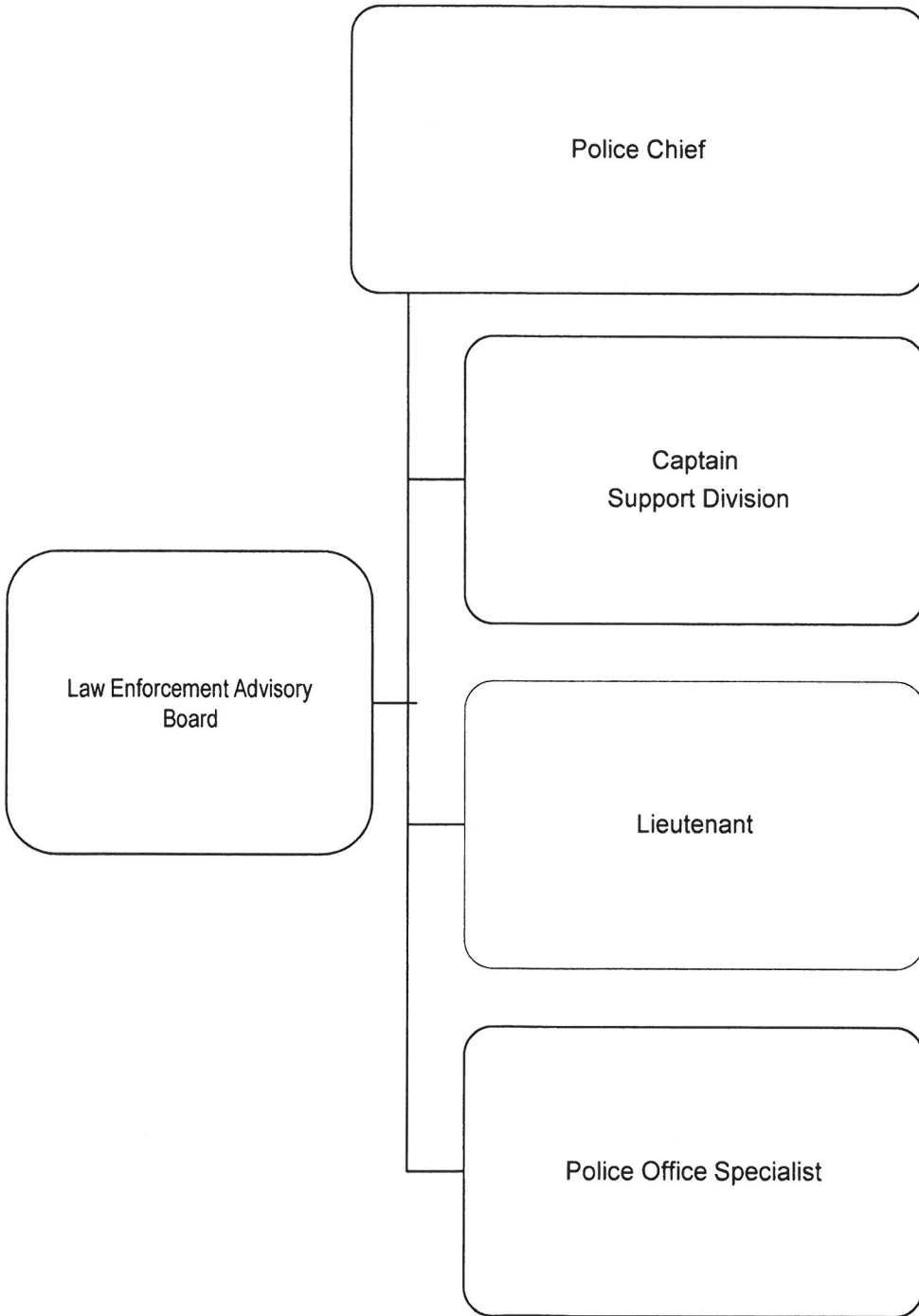
In the General Fund, this department budget is used to account for the following:

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

Description	2009 Actual	2010 Actual	2011 Budget	2012 Adopted
Insurance Premiums/Claims	72,973	66,677	120,000	110,000
Dispatch Services - 911	0	0	0	90,000
Total Materials & Services	72,973	66,677	120,000	200,000
Transfers Out - Street Fund	0	0	75,000	50,000
Transfers Out - Debt Service (Burton)	50,000	19,500	0	0
Transfers Out - Debt Service (DJ Park)	0	100,000	25,000	140,000
Transfers Out - HTCTF	0	0	0	237,900
Total Transfers	50,000	119,500	100,000	427,900
Contingency	0	0	150,000	150,000
Total Contingency	0	0	150,000	150,000
Ending Balance	2,916,711	3,154,370	1,979,280	2,016,550
Total Ending Balance	2,916,711	3,154,370	1,979,280	2,016,550
Total Interdepartmental	3,039,684	3,340,547	2,349,280	2,794,450
Total General Fund Requirements	9,628,321	10,336,720	9,898,580	10,151,150

High Tech Crime Task Force Fund Organizational Chart

High Tech Crime Task Force



OVERALL GOAL

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

The task force is currently comprised of nine members representing the Central Point Police Department, Medford Police Department, FBI, Grants Pass Department of Public Safety, Ashland Police Department, Jackson County District Attorney's Office, Klamath Falls Police Department, and Homeland Security. The Central Point Police Department is the founding agency and provides direction and control of the task force including fiscal responsibility.

The task force mission is met through three major components; reactive investigations and digital forensic analysis, proactive investigations, and public education. The Southern Oregon High-Tech Crimes Task Force's goal for fiscal year 2011-2012 is to continue aggressively investigating online crime and increase participating and contributions from outside agencies.

KEY OBJECTIVES

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

KEY PERFORMANCE MEASURES

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

High Tech Crime Task Force Fund

Description	2009 Actual	2010 Actual	2011 Budget	2012 Adopted
Federal Grant	0	0	0	200,000
Federal Grant -FBI Overtime Reimb	0	0	0	18,000
State Grant	0	0	0	0
Contributing Agencies	0	0	0	50,000
Federal Asset Forfeitures	0	0	0	100,000
State Asset Forfeitures	0	0	0	0
Total Intergovernmental	0	0	0	368,000
High Tech Crimes Unit	0	0	0	50,000
Total Charges for Services	0	0	0	50,000
Interest Income	0	0	0	0
Total Interest income	0	0	0	0
Transfer In - General Fund	0	0	0	237,900
Total Transfers	0	0	0	237,900
Carryover Balance	0	0	0	10,000
Total Carryover Balance	0	0	0	10,000
Total Revenues	0	0	0	665,900



High Tech Crime Task Force Fund

Description	2009 Actual	2010 Actual	2011 Budget	2012 Adopted
Salaries & Wages	0	0	0	124,750
Overtime Wages	0	0	0	18,000
City Taxes and Benefits	0	0	0	62,700
Total Personnel Services	0	0	0	205,450
City Facilities Rental (HTCU)	0	0	0	40,900
Travel/Training	0	0	0	13,000
Professional Services	0	0	0	9,300
Contract/Other Services	0	0	0	1,650
Investigations	0	0	0	1,000
Vehicle Repair/Maintenance	0	0	0	50,000
Equipment Repair/Maintenance	0	0	0	2,000
Computer/Software Maintenance	0	0	0	1,000
Books/Publications	0	0	0	2,000
Clothing Allowance	0	0	0	500
Computer Hardware/Software	0	0	0	2,200
Dues/Licenses	0	0	0	5,700
Fuel	0	0	0	23,000
Office/Shop Supplies	0	0	0	200
Postage	0	0	0	3,900
Sm Equip/Tools/Furniture	0	0	0	10,000
Phone/Internet	0	0	0	2,550
Total Materials & Services	0	0	0	168,900
Equipment	0	0	0	11,000
Total Capital Outlay	0	0	0	11,000
Total HTCTF Operations	0	0	0	385,350



High Tech Crime Task Force Fund

Description	2009 Actual	2010 Actual	2011 Budget	2012 Adopted
Contingency	0	0	0	0
Total Contingency	0	0	0	0
Ending Balance	0	0	0	280,550
Total Ending Balance	0	0	0	280,550
Total Interdepartmental	0	0	0	280,550
Total High Tech Crime Task Force Requirements	0	0	0	665,900





OVERALL GOAL

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

The fund receives revenue from the local street utility fee, state gas tax, and federal surface transportation program (STP) funds such as congestion management air quality (CMAQ), other grants, reimbursements from other funds for services rendered and system development charges (SDCs). The City is expected to receive an additional \$100,000 in gas tax revenue in fiscal year 2011/2012. The additional revenue will be used to repair sections of Highway 99 North of Crater High School. Additional monies are received from the general fund for street lights (\$50,000) and water fund (\$135,000) as part of the water franchise fee.

KEY OBJECTIVES

- Capital Construction Projects: Several Congestion Management Air Quality (CMAQ) grants that we have been awarded are eligible for construction this year. This includes the parking lots at the Senior Center and across from City Hall on Oak Street. Additionally, the CMAQ project for vehicles including a new street sweeper and three hybrid vehicle replacements
- Front Street (Crater to Manzanita) – The city received an almost million dollar grant to add lights, sidewalks, bicycle lanes, landscape medians and sidewalks to this section of Front Street. Engineering will commence in July with construction slated for summer 2012
- Scenic Avenue overlay – another former county road, that has some severe deterioration and pedestrian and bicycle limitations. Staff is proposing an overlay on Scenic. The overlay should last between 7 and 10 years in which time a major rebuild of the street to bring it to collector status will be needed
- Highway 99 – Overlay, the City will be doing some overlays on needed sections of Highway 99 North of Crater High school that are needed to be replaced
- Maintenance – Staff will be working diligently to keep the existing system in good order, this includes crack sealing of streets, repairing older sidewalks and installing and trimming street trees. Most of the crack sealing will be occurring on Highway 99 South of Pine Street. Street Tree Maintenance will be Jackson Creek Estates and SE Central Point around Forest Glen Park

KEY PERFORMANCE MEASURES

- Overall Pavement Condition Index: The Pavement Condition Index (PCI) is a rating given through a process of visual observations and calculations performed through the use of Metropolitan Transportation Commission Pavement Management Program software. It is the goal of the Transportation Operations Division to maintain the overall Pavement Condition at a calculated average of 80 to 85 (out of a possible 100)
- Preventive Maintenance Surfacing: The miles maintained percentage should be at least 80% of industry recommended standards to maintain the current infrastructure for maximum useable life (usually some preventive maintenance treatment is applied every 6 years). This measure is derived from statistics on the miles of streets resurfaced each year and how often each street receives resurfacing services
- Street Light Maintenance: The implementation of city owned ornamental lighting in the past decade has caused some maintenance issues for the Public Works Staff. In order to fully grasp the monies spent we will be tracking all expenditures in order to assess the feasibility and usefulness of the lights and their long term need

Street Fund

Revenues	2009	2010	2011	2012
Description	Actual	Actual	Budget	Adopted
Franchise - Water	28,547	82,085	150,000	135,000
Total Taxes	28,547	82,085	150,000	135,000
Federal Capital Grants	0	170,000	1,012,500	1,041,860
State Grant - ODOT - Bike/Ped Funds	0	0	0	450,000
State Gas Tax	658,467	712,560	815,000	920,000
Total Intergovernmental	658,467	882,560	1,827,500	2,411,860
Public Works Fees	10,057	1,297	2,500	2,500
SDC Street Reimbursement	19,377	1,739	2,500	10,000
SDC Street Improvements	294,001	22,581	345,000	20,000
Street Utility Fee	444,189	450,675	450,000	450,000
Total Charges for Services	767,624	476,292	800,000	482,500
Interest Income	36,518	11,849	13,000	8,000
Total Interest Income	36,518	11,849	13,000	8,000
Miscellaneous Revenue	47,286	14,347	1,000	0
Financing Proceeds	209,496	27,815	0	0
Total Miscellaneous	256,782	42,162	1,000	0
Transfers In	0	0	75,000	50,000
Total Transfers	0	0	75,000	50,000
Carryover Balance	1,630,069	1,816,741	1,165,100	2,045,760
Total Carryover Balance	1,630,069	1,816,741	1,165,100	2,045,760
Total Street Revenues	3,378,007	3,311,689	4,031,600	5,133,120



Operations/Capital Projects

Description	2009 Actual	2010 Actual	2011 Budget	2012 Adopted
Salaries & Wages	189,726	226,436	198,000	212,000
Overtime Wages	1,002	4,686	4,000	2,500
City Taxes and Benefits	104,959	125,428	125,000	128,000
Total Personnel Services	295,687	356,550	327,000	342,500
City Facilities Rental	38,200	35,200	35,200	36,900
City Equipment Rental	168,504	151,500	138,800	138,800
City Overhead Fees	126,000	126,000	126,000	126,000
Public Works Overhead Fees	261,996	262,000	260,000	260,000
Lease/Rentals	370	608	3,000	2,500
Travel/Training	2,134	2,249	8,000	9,000
Professional Services	786	5,121	5,000	5,000
Contract/Other Services	30,917	31,724	20,000	20,000
Equipment Repair/Maintenance	432	3,327	5,000	2,500
Sidewalk/Bikepath/Tree Maintenance	0	0	20,000	20,000
Infrastructure Maintenance	49,376	53,033	58,000	40,000
Street Sign Maintenance	0	0	0	18,000
Street Light Maintenance (TOD)	0	0	0	10,000
Street Light Retrofit Project	0	0	0	10,000
Clothing Allowance	977	887	1,500	1,600
Computer Hardware/Software	500	750	1,500	500
Dues/Licenses	0	61	500	250
Office/Shop/Safety Supplies	5,178	5,604	4,900	3,600
Sm Equip/Tools/Furniture	1,310	1,398	1,000	10,000
Phone/Internet	1,032	953	1,000	1,500
Street Lights	151,646	156,084	140,000	145,000
Total Materials & Services	839,358	836,499	829,400	861,150
Prior Capital Projects	33,822	306,702	0	0
Equipment	0	0	0	330,000
Cmaq Project (Oak St,Senior Ctr Park Lot Design)	0	0	800,000	880,000
CMAQ - 9th & Laurel	0	0	0	0
Paving Project - 10th St. Overlay	0	0	100,000	0
Paving Project - Bear Creek Greenway	0	0	325,000	0
Paving Project - Highway 99	0	0	0	100,000
Paving Project - Scenic Avenue	0	0	0	100,000
N Front Street Beautification Grant	0	0	0	95,000
Total Capital Projects	33,822	306,702	1,225,000	1,505,000
Note Payable Princ-10th/Scenic/Upton	30,000	0	0	0
Total Debt Service	30,000	0	0	0
Transfers Out - DS (10th/Scenic/Upton)	0	35,000	35,000	35,000
Total Transfers Out	0	35,000	35,000	35,000
Total Street Operations/Capital Projects	1,198,867	1,534,751	2,416,400	2,743,650

Street Fund

SDC Capital Projects	2009	2010	2011	2012
Description	Actual	Actual	Budget	Adopted
Prior Capital Projects	280,573	35,117	0	0
Crater Rail Crossing	0	0	300,000	45,000
Freeman Road Asphalt Path	0	0	40,000	0
Total Capital Projects	280,573	35,117	340,000	45,000
Bond Pymt-10th/Scenic/Upton	26,000	0	0	0
Developer Reimbursements	55,827	9,396	45,000	30,000
Total Debt Service	81,827	9,396	45,000	30,000
Transfers Out - DS (10th/Scenic/Upton)	0	25,200	25,200	25,200
Total Transfers	0	25,200	25,200	25,200
Total Street SDC Capital Projects	362,400	69,713	410,200	100,200

Interdepartmental	2009	2010	2011	2012
Description	Actual	Actual	Budget	Adopted
Contingency	0	0	145,000	100,000
Total Contingency	0	0	145,000	100,000
Ending Balance	1,816,740	1,707,225	1,060,000	2,189,270
Total Ending Balance	1,816,740	1,707,225	1,060,000	2,189,270
Total Street Interdepartmental	1,816,740	1,707,225	1,205,000	2,289,270
Total Street Fund Requirements	3,378,007	3,311,689	4,031,600	5,133,120



Paved alley between 2nd and 3rd

OVERALL GOAL

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

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

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

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

Housing Fund

Revenues	2009	2010	2011	2012
Description	Actual	Actual	Budget	Adopted
Interest Income	1,517	348	300	250
Total Interest	1,517	348	300	250
Loan Principal Payments	12,500	7,039	25,000	25,000
Total Miscellaneous	12,500	7,039	25,000	25,000
Carryover Balance	58,070	54,595	54,000	45,190
Total Carryover	58,070	54,595	54,000	45,190
Total Housing Fund Revenues	72,087	61,982	79,300	70,440

Interdepartmental

	2009	2010	2011	2012
Description	Actual	Actual	Budget	Adopted
City Overhead Fees	4,992	5,000	5,000	5,000
Housing Improvement Grant	0	0	0	0
Total Materials & Services	4,992	5,000	5,000	5,000
Transfers Out	12,500	7,039	25,000	25,000
Total Transfers	12,500	7,039	25,000	25,000
Ending Balance	54,595	49,943	49,300	40,440
Total Ending Balance	54,595	49,943	49,300	40,440
Total Housing Fund	72,087	61,982	79,300	70,440

OVERALL GOAL

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

CAPITAL IMPROVEMENTS FUND – PARKS /PARKS SDC/CAPITAL PROJECTS

There are no SDC capital projects funded this budget year.

However, two transfers have been budgeted for the following purposes:

- \$10,000 into General Fund towards the tennis court resurfacing project budgeted in Parks
- \$25,000 into Debt Service Fund towards the debt service payment on Don Jones Park project

CIP Fund

Revenues

	2009	2010	2011	2012
Description	Actual	Actual	Budget	Adopted
State Grants	257,900	0	25,000	0
Total Intergovernmental Revenue	257,900	0	25,000	0
SDC Park Reimbursement	22,668	4,741	10,000	10,000
SDC Park Improvements	114,634	21,844	50,000	50,000
Total Charges for Service	137,302	26,585	60,000	60,000
Interest Income	29,861	658	700	500
Total Interest Income	29,861	658	700	500
Miscellaneous Revenue	11,376	0	0	0
Financing Proceeds	1,200,000	0	0	0
Total Miscellaneous	1,211,376	0	0	0
Carryover Balance	566,493	161,162	59,450	63,000
Total Carryover	566,493	161,162	59,450	63,000
Total CIP Revenues	2,202,932	188,405	145,150	123,500

Expenditures

Parks

	2009	2010	2011	2012
Description	Actual	Actual	Budget	Adopted
Prior Capital Projects	1,635,966	53,469	0	0
Forest Glenn - Restrooms	0	0	43,000	0
Total Capital Projects	1,635,966	53,469	43,000	0
Total Park Capital Projects	1,635,966	53,469	43,000	0

Parks SDC

	2009	2010	2011	2012
Description	Actual	Actual	Budget	Adopted
Prior Capital Projects	382,204	15,561	0	0
Total Capital Projects	382,204	15,561	0	0
Note Payable - Don Jones Park Interest	23,600	0	0	0
Developer Obl (SDC Reimb/Twin Creeks DS)	0	0	50,000	60,000
Total Debt Service	23,600	0	50,000	60,000
Transfer Out - Debt Service (DJ Park)	0	46,000	0	0
Total Transfers Out	0	46,000	0	0
Total Park SDC Capital Projects	405,804	61,561	50,000	60,000

Interdepartmental

	2009	2010	2011	2012
Description	Actual	Actual	Budget	Adopted
Transfers Out - General Fund	0	0	0	10,000
Transfers Out - Debt Service Fund	0	0	0	25,000
Total Transfers	0	0	0	35,000
Ending Balance	161,162	73,375	52,150	28,500
Total Ending Balance	161,162	73,375	52,150	28,500
Total Interdepartmental	161,162	73,375	52,150	63,500
Total Capital Improvements	2,202,932	188,405	145,150	123,500



OVERALL GOAL

The purpose of the Reserve Fund is to accumulate and account for money reserved for specific projects, property, or equipment. This fund was established by Resolution No. 1257 in fiscal year 2009/10 for the purpose of setting aside funds for future city hall improvements, equipment and vehicles.

KEY OBJECTIVES

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

KEY PERFORMANCE MEASURES

- \$100,000 into equipment reserve in FY 2012
- \$80,000 into facility reserve in FY 2012

Reserve Fund

Revenues

Description	2009 Actual	2010 Actual	2011 Budget	2012 Adopted
Interest Income	0	0	0	2,000
Total Interest	0	0	0	2,000
Transfers In- Facilities Maintenance	0	0	100,000	80,000
Transfers In- Fleet Maintenance	0	0	200,000	100,000
Total Transfers	0	0	300,000	180,000
Carryover Balance	0	0	0	300,300
Total Carryover	0	0	0	300,300
Total Reserve Fund Revenues	0	0	300,000	482,300

Interdepartmental

Description	2009 Actual	2010 Actual	2011 Budget	2012 Adopted
City Hall Improvements	0	0	0	0
Equipment	0	0	0	0
Vehicles	0	0	0	0
Police Vehicles	0	0	0	0
Total Reserve Fund Projects	0	0	0	0
Ending Balance	0	0	300,000	482,300
Total Ending Balance	0	0	300,000	482,300
Total Interdepartmental	0	0	300,000	482,300
Total Reserve Fund	0	0	300,000	482,300

OVERALL GOAL

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

The following table recaps the City's outstanding debt balance going into the new fiscal year, what the debt was issued for, what payments are included in this budget, and what the anticipated debt balances will be at the end of the 2011/2012 fiscal year.

**Debt Summary Recap
For Fiscal Year 2011/2012**

Debt Issued for:	Balance at 6/30/2011	~ Budgeted ~		Balance at 6/30/2012
		Retirements	Additions	
City Hall Building Bonds	2,080,000	(115,000)	0	1,965,000
Scenic/10th/Upton Loan	1,301,000	(194,000)	0	1,107,000
Local Improvement District Bonds	350,334	(50,000)	0	300,334
Don Jones Park Note	995,000	(110,000)	0	885,000
Water Reservoir Loan	0	0	5,500,000	5,500,000
SDC Developer Obligations	762,400	(50,000) *		712,400
	<u>5,488,734</u>	<u>(\$519,000)</u>	<u>5,500,000</u>	<u>10,469,734</u>

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

Debt Service Fund

Revenues				
Description	2009 Actual	2010 Actual	2011 Budget	2012 Adopted
Federal Capital Grant (STIP)	162,864	162,864	162,900	162,900
Total Intergovernmental	162,864	162,864	162,900	162,900
City Facilities Rental	220,000	190,000	190,000	195,000
City Equipment Rental	40,500	0	0	0
Debt Service Fees	3,285	809	0	22,700
Total Charges for Services	263,785	190,809	190,000	217,700
LID Principal Payments	63,559	60,609	50,000	50,000
LID Interest Payments	19,315	22,536	17,000	20,000
Total Special Assessments	82,874	83,145	67,000	70,000
Interest Income	2,042	767	800	500
Total Interest Income	2,042	767	800	500
Transfers In - General Fund (DJ Park)	50,000	119,500	25,000	140,000
Transfers In - Street Op (10th/Scenic)	0	35,000	35,000	35,000
Transfers In - Street SDC (10th/Scenic)	0	25,200	25,200	25,200
Transfers In - Strmwtr Op (10th/Scenic)	0	10,000	10,000	0
Transfers In - Strmwtr SDC (10th/Scenic)	0	8,000	8,000	0
Transfers In- Water Fund (10th/Scenic)	0	4,700	4,700	0
Transfers In- Water Fund (Erickson)	0	19,200	135,000	0
Transfers In - CIP- SDC Parks (DJ Park)	0	46,000	46,000	25,000
Total Transfers	50,000	267,600	288,900	225,200
Carryover Balance	39,621	98,807	100,400	23,000
Total Carryover	39,621	98,807	100,400	23,000
Total Debt Service Revenues	601,186	803,992	810,000	699,300

Expenditures

Description	2009 Actual	2010 Actual	2011 Budget	2012 Adopted
City Hall Bond Interest	86,750	83,863	81,000	77,270
LID Bond Interest	20,671	18,549	17,000	16,300
Burton Property - Interest	1,581	261	0	0
10th/Scenic/Upton - Interest	18,272	67,768	60,000	51,800
Note Payable Interest-	0	0	0	0
Lease/Purchase Int- Tahoe	0	0	0	0
Lease/Purchase Int- Street Sweeper	891	0	0	0
Lease/Purchase Int- Backhoe	3,000	0	0	0
Don Jones Park - Interest	0	46,000	44,000	37,600
City Hall Bond Principal	105,000	105,000	110,000	115,000
LID Bond Principal	55,723	49,000	50,000	50,000
Burton Property - Principal	33,219	19,087	0	0
10th/Scenic/Upton - Principal	141,000	178,000	186,000	194,000
Lease/Purchase Princ- Tahoe	0	0	0	0
Lease/Purchase Princ- Street Sweeper	25,468	0	0	0
Lease/Purchase Princ- Backhoe	10,802	0	0	0
Don Jones Park - Principal	0	100,000	105,000	110,000
Interfund Loan Expense	0	0	0	0
Erickson Waterline - Interest	0	6,824	6,500	0
Erickson Waterline - Principal	0	12,310	128,000	0
Total Debt Service	502,376	686,662	787,500	651,970
Ending Balance	98,808	117,330	22,500	47,330
Total Ending Balance	98,808	117,330	22,500	47,330
Total Debt Service	601,185	803,992	810,000	699,300



OVERALL GOAL

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

KEY OBJECTIVES

- Continue to provide all inspections 'in-house'
- Certify Building Official to perform electrical inspections
- Coordinate with other City departments to abate hazardous and/or derelict property
- Maintain superior performance with limited personnel through cross-training
- Maintain code certification and consistency with State and National standards
- Provide inspection for all City projects

KEY PERFORMANCE MEASURES

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



Building Fund - Community Development

Revenues

Description	2009 Actual	2010 Actual	2011 Budget	2012 Adopted
Building Fees No Surcharge	2,574	1,070	1,000	1,000
Building Permits - Residential	86,754	15,940	45,000	45,000
Building Permits - Commercial	0	0	82,000	90,000
Building Plan Review	27,261	12,429	15,000	15,000
Electrical Investigations	428	289	500	500
Electrical Permits	28,740	11,024	10,000	10,000
Electrical Plan Review	4,646	122	2,500	500
Mechanical Permits	6,348	4,224	4,000	5,000
Mechanical Plan Review	77	0	100	100
Plumbing Investigations	0	50	100	100
Plumbing Permits	22,267	9,268	10,000	10,000
Plumbing Plan Review	679	0	100	100
Administrative Fee	330	0	100	0
Total Charges for Service	180,104	54,416	170,400	177,300
Interest Income	9,034	2,071	2,500	1,000
Total Interest Income	9,034	2,071	2,500	1,000
Miscellaneous Revenue	1,321	112	500	0
Total Miscellaneous	1,321	112	500	0
Carryover Balance	351,509	332,154	255,950	139,550
Total Carryover	351,509	332,154	255,950	139,550
Total Building Fund Revenues	541,968	388,753	429,350	317,850



Building Fund - Community Development

Expenditures

	2009	2010	2011	2012
Description	Actual	Actual	Budget	Adopted
Salaries & Wages	124,990	89,900	99,800	85,000
City Taxes and Benefits	56,612	36,718	57,500	33,750
Total Personnel Services	181,602	126,618	157,300	118,750
City Facilities Rental	0	0	0	0
City Equipment Rental	5,004	2,200	2,200	2,200
City Overhead Fees	0	0	0	0
Travel/Training	1,619	1,899	1,000	1,500
Contract/Other Services	16,009	18,123	14,000	6,000
Computer/Software Maintenance	1,500	1,000	1,000	0
Dues/Licenses	0	252	300	400
Office/Shop Supplies	1,144	1,020	1,000	1,000
Postage	44	11	100	100
Phone/Internet	2,892	1,402	2,000	1,000
Total Materials & Services	28,212	25,907	21,600	12,200
Total Building Operations	209,814	152,525	178,900	130,950

Interdepartmental

	2009	2010	2011	2012
Description	Actual	Actual	Budget	Adopted
Contingency	0	0	35,000	5,000
Total Contingency	0	0	35,000	5,000
Ending Balance	332,154	236,228	215,450	181,900
Total Ending Balance	332,154	236,228	215,450	181,900
Total Interdepartmental	332,154	236,228	250,450	186,900
Total Building Fund Requirements	541,968	388,753	429,350	317,850





OVERALL GOAL

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

This fund is an Enterprise Fund; it is self-supporting with expenses paid from its own revenue sources. The fund is primarily funded through water sales which are budgeted at \$2.5 million for the FY 2011/12 budget. There will be an increase in the water base charge increasing from 9.10 to 11.00 in order to account for increases from the Medford Water Commission, which implemented an 8.5% increase in their surplus water sales and for system maintenance. Within the \$11.00 base charge is one dollar that is dedicated to repair and replacement of the city’s older water system. Other water revenue is provided through services fees and meter installations. System Development Charges (SDCs) are paid by new developments and used to fund water infrastructures servicing new developments.

KEY OBJECTIVES

- Vilas Water Reservoir – The engineering for the Vilas Water Reservoir will be complete by June 2011, with construction starting in summer. The project is expected to take approximately 16 months to complete. The project will entail three distinct phases. Phase A will be the reservoir and associated infrastructure off of Vilas. Phase B will be re-routing some water lines on Hopkins Road and Phase C will be putting a pipe under Bear Creek in the vicinity of Beebe Road
- Repair and Replacement – This will be the first year to start a re-investment program from the revised water rates. The first project is off of Hopkins Road on Briarwood, Countryside and Columbine Way

KEY PERFORMANCE MEASURES

- Seasonal Water Use - This performance relates to water use in Central Point as compared to the regional and national average. Per capita water use in Central Point has remained inconsistent over the past three years. This is because of varying temperatures during the spring months. With the new water rates staff wants to track water conservation efforts during the spring/summer months. The first year of implementing the conservation rates showed a 15% water savings from the previous year
- Unplanned Service Disruptions: Unplanned Service Disruptions is a new performance measure for the budget document. This measure indicates the number of system failures in which multiple customers experience outages during water system break downs

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

	FY 10/11
Disruptions	1
Industry Standard*	7

*For a City with 4,500 service connections

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

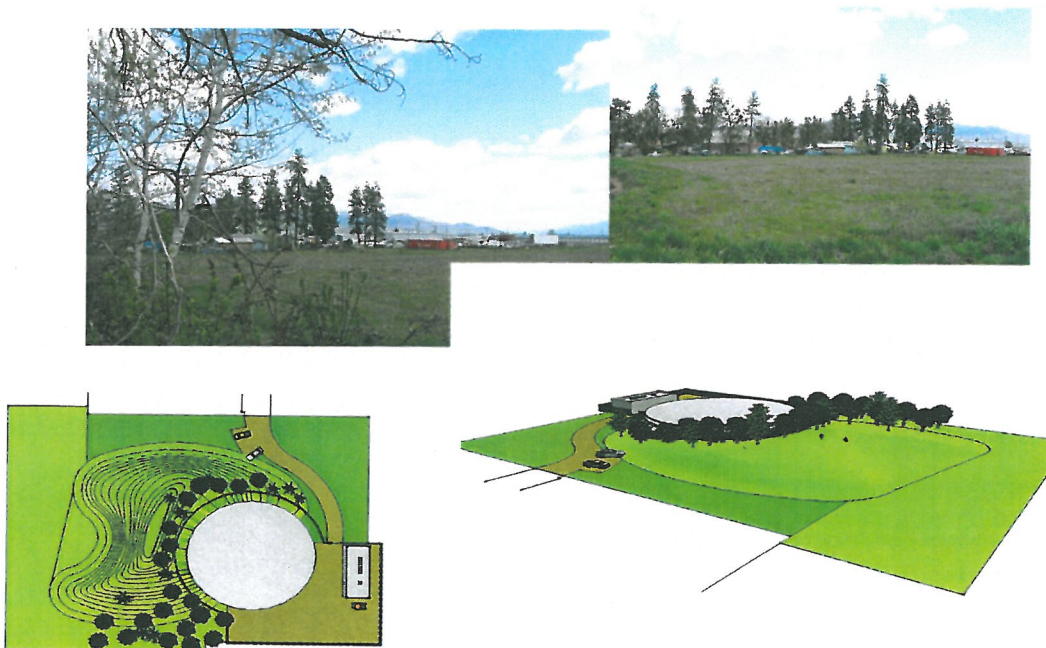
	FY 10/11
Disruptions	0
Industry Standard*	4

*For a City with 4500 service connections

Water Fund

Revenues

Description	2009 Actual	2010 Actual	2011 Budget	2012 Adopted
Penalty Charges	57,411	61,887	65,000	65,000
Public Works Fees	5,627	587	2,500	2,500
SDC Water Improvements	61,068	12,096	30,000	30,000
SDC Water Reimbursement	15,994	3,343	2,500	2,500
Administrative Fee	13,138	9,207	5,000	5,000
System Repair & Replacement	0	9,057	0	20,000
Water Connect Charges	11,070	2,750	2,500	2,500
Water Sales	2,139,296	2,050,766	2,720,000	2,550,000
Total Charges for Service	2,303,604	2,149,693	2,827,500	2,677,500
Interest Income	69,184	11,743	20,000	10,000
Total Interest Income	69,184	11,743	20,000	10,000
Miscellaneous Revenue	4,803	12,047	1,000	0
Financing Proceeds	0	0	5,000,000	5,000,000
Total Miscellaneous	4,803	12,047	5,001,000	5,000,000
Carryover Balance	3,199,938	2,726,537	2,352,200	1,751,390
Total Carryover	3,199,938	2,726,537	2,352,200	1,751,390
Total Water Revenues	5,577,529	4,900,020	10,200,700	9,438,890



Site and design of new water reservoir

Expenditures	2009	2010	2011	2012
Description	Actual	Actual	Budget	Adopted
Salaries & Wages	320,764	315,694	335,000	341,800
Overtime Wages	3,781	8,002	18,500	18,500
City Taxes and Benefits	169,208	168,342	200,900	203,000
Total Personnel Services	493,753	492,038	554,400	563,300
City Facilities Rental	41,600	38,500	38,500	40,000
City Equipment Rental	99,000	89,600	85,000	85,000
City Overhead Fees	436,008	436,000	404,000	404,000
Public Works Overhead Fees	215,004	215,000	215,000	215,000
Advertising/Legal Notices	0	0	200	1,000
Bad Debt	0	0	2,500	2,500
Travel/Training	5,622	8,027	6,000	10,000
Professional Services	7,911	108,455	20,000	19,000
Contract/Other Services	83,373	28,787	45,000	40,000
Utility Discount	0	5,000	15,000	20,000
Equipment Repair/Maintenance	229	1,813	4,600	0
Infrastructure Maintenance	92,220	99,137	90,000	105,000
Computer/Software Maintenance	3,000	1,200	2,000	2,000
Water Rights Maint	0	22,168	10,000	22,000
Books/Publications	75	0	250	500
Clothing Allowance	2,779	2,386	4,000	1,800
Dues/Licenses	0	1,076	500	1,000
Office/Shop/Safety Supplies	7,319	4,307	6,000	6,000
Postage	700	356	500	900
Sm Equip/Tools/Furniture	4,769	5,492	23,000	11,800
Electric	1,812	2,296	3,500	2,500
Phone/Internet	8,180	6,949	8,500	8,700
MWC Water Purchase	727,357	589,746	650,000	750,000
Water Franchise Fee	28,547	82,085	150,000	135,000
Total Materials & Services	1,765,505	1,748,380	1,784,050	1,883,700
Prior Capital Projects	92,394	287,786	0	0
Beebe Rd Wtr (Phase II Construction)	0	0	500,000	0
Beebe Rd Wtr (Phase II Engineering)	0	0	54,000	0
Penninger Road Waterline	19,892	0	0	0
Hwy 99 Wtrline	0	0	80,000	0
Water Reservoir (Construction)	0	35,916	4,000,000	3,400,000
Water Reservoir (Engineering)	43,000	0	450,000	0
SCADA	44,176	0	20,000	25,000
Hopkins Rd Wtrline (Construction)	0	0	90,000	0
Hopkins Rd Wtrline (Engineering)	0	0	10,000	0
Valve Actuator	0	0	0	20,000
Old Stage Reservoir Repairs/Upgrade	0	0	0	27,000
D-1: Countryside Village Waterline Replacement	0	0	0	181,640
Water Master Plan	0	0	0	0
Total Capital Projects	199,462	323,702	5,204,000	3,653,640
Note Payable Int - 10th/Scenic/Upton	8,000	0	0	4,700
Bond Interest - Erickson Water line	7,374	0	0	0
Bond Principal - Erickson Water line	12,209	0	0	0
Total Debt Service	27,583	0	0	4,700
Total Water Operations/Capital Projects	2,486,303	2,564,120	7,542,450	6,105,340

Water Fund

SDC Water Improvements

Description	2009 Actual	2010 Actual	2011 Budget	2012 Adopted
Prior Capital Projects	1,404	592,225	0	0
Penning Road Waterline	33,657	0	0	0
CMAQ - 9th & Laurel	0	0	80,000	0
Water Reservoir (Engineering/Feasibility)	0	0	0	1,600,000
Water Supply Rights	6,054	0	0	0
SCADA	1,520	0	0	45,000
Gebhard Road Waterline	301,681	0	0	0
Safe Drinking Water Project	20,000	0	0	0
Total Capital Projects	364,316	592,225	80,000	1,645,000
Developer Reimbursements	371	0	30,000	30,000
Total Debt Service	371	0	30,000	30,000
Total Water SDC Capital Projects	364,687	592,225	110,000	1,675,000

Interdepartmental

Description	2009 Actual	2010 Actual	2011 Budget	2012 Adopted
Transfers Out - DS (Wtr Reservoir)	0	0	210,000	0
Transfers Out - DS (10th/Scenic/Upton)	0	4,700	4,700	0
Transfers Out - DS (Erickson)	0	19,200	135,000	0
Total Transfers Out	0	23,900	349,700	0
Contingency	0	0	145,000	145,000
Total Contingency	0	0	145,000	145,000
Ending Balance	2,726,539	1,719,775	2,053,550	1,513,550
Total Ending Balance	2,726,539	1,719,775	2,053,550	1,513,550
Total Interdepartmental	2,726,539	1,743,675	2,548,250	1,658,550
Total Water Fund Requirements	5,577,529	4,900,020	10,200,700	9,438,890



OVERALL GOAL

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

This fund is an Enterprise Fund; it is self-supporting with expenses paid from the storm utility fee. The City Council adopted ordinance language for an annual review of the fund in correlation with the Construction Cost Index (CCI). The annual review indicates a 3% inflation which equals a 20 cent (0.20) increase per equivalent service unit.

KEY OBJECTIVES

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

KEY PERFORMANCE MEASURES

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



3rd Street Storm Drain Project

Stormwater Fund

Revenues

Description	2009 Actual	2010 Actual	2011 Budget	2012 Adopted
Federal Grant	0	9,905	96,000	0
Total Intergovernmental revenue	0	9,905	96,000	0
Public Works Fees	217	490	250	250
SDC Stormwater Fees - Imp	64,799	11,506	21,000	21,000
SDC Stormwater Fees - Reimb	0	0	1,000	1,000
Stormwater Utility Fee	523,736	531,541	650,000	675,000
Total Charges for Services	588,752	543,537	672,250	697,250
Interest Income	4,193	1,595	2,000	2,000
Total Interest Income	4,193	1,595	2,000	2,000
Miscellaneous Revenue	579	12,093	0	0
Financing Proceeds	0	0	0	0
Total Miscellaneous Revenue	579	12,093	0	0
Transfers In	0	0	0	0
Total Transfers	0	0	0	0
Carryover Balance	184,516	252,094	233,900	316,550
Total Carryover Balance	184,516	252,094	233,900	316,550
Total Stormwater Revenues	778,040	819,224	1,004,150	1,015,800



3rd Street Storm Drain Project

Expenditures

Description	2009 Actual	2010 Actual	2011 Budget	2012 Adopted
Salaries & Wages	110,649	92,190	121,000	129,800
Overtime Wages	647	2,428	2,400	2,400
City Taxes and Benefits	59,714	48,098	74,900	75,400
Total Personnel Services	171,010	142,716	198,300	207,600
City Facilities Rental	27,300	25,200	25,200	27,000
City Equipment Rental	67,524	60,700	40,000	40,000
City Overhead Fees	78,000	78,000	78,000	78,000
Public Works Overhead Fees	77,004	77,000	77,000	77,000
Advertising	725	0	250	0
Lease/Rentals	30,965	23,448	40,000	25,000
Travel/Training	729	767	1,000	2,000
Professional Services	4,453	21,738	15,000	15,000
Professional Serv - Hazard Mitigation	0	8,511	116,000	0
Contract/Other Services	14,467	9,905	16,000	25,000
Equipment Repair/Maintenance	356	254	500	0
Infrastructure Maintenance	7,090	6,871	15,000	18,000
Clothing Allowance	2,229	1,351	3,000	2,000
Dues/Licenses	0	0	500	250
Office/Shop/Safety Supplies	3,576	2,350	2,000	2,000
Sm Equip/Tools/Furniture	674	698	1,000	12,000
Disposal	5,465	4,370	5,000	5,000
Phone/Internet	474	529	500	800
Total Materials & Services	321,031	321,692	435,950	329,050
Equipment	0	0	0	9,000
Prior Capital Projects	4,955	28,542	0	0
5th Street & Victoria	0	0	50,000	0
Hopkins & Sandra	0	0	0	45,000
Second & Oak	0	0	0	10,000
Table Rock/Hamrick Manhole Fix	0	0	0	15,000
Total Capital Projects	4,955	28,542	50,000	79,000
Debt Service (10th/Scenic/Upton)	10,000	0	0	10,000
Total Debt Service	10,000	0	0	10,000
Total Stormwater Operations/Capital Projects	506,996	492,950	684,250	625,650

Stormwater Fund

SDC

Description	2009 Actual	2010 Actual	2011 Budget	2012 Adopted
Prior Capital Projects	1,250	0	0	0
5th Street & Victoria	0	0	30,000	0
Hopkins & Sandra	0	0	0	50,000
Total Capital Projects	1,250	0	30,000	50,000
Debt Service -10th/Scenic/Upton	13,000	0	0	8,000
Developer Reimbursements	4,699	2,441	21,000	10,000
Total Debt Service	17,699	2,441	21,000	18,000
Transfer Out - Debt Service (10th/Scenic/Upton)	0	8,000	8,000	0
Total Transfers Out	0	8,000	8,000	0
Total Stormwater SDC Capital Projects	18,949	10,441	59,000	68,000

Interdepartmental

Description	2009 Actual	2010 Actual	2011 Budget	2012 Adopted
Transfer Out - DS (10th/Scenic/Upton)	0	10,000	10,000	0
Total Transfers Out	0	10,000	10,000	0
Contingency	0	0	38,000	35,000
Total Contingency	0	0	38,000	35,000
Ending Balance	252,095	305,833	212,900	287,150
Total Ending Balance	252,095	305,833	212,900	287,150
Total Interdepartmental	252,095	315,833	260,900	322,150
Total Stormwater Requirements	778,040	819,224	1,004,150	1,015,800

Internal Services Fund

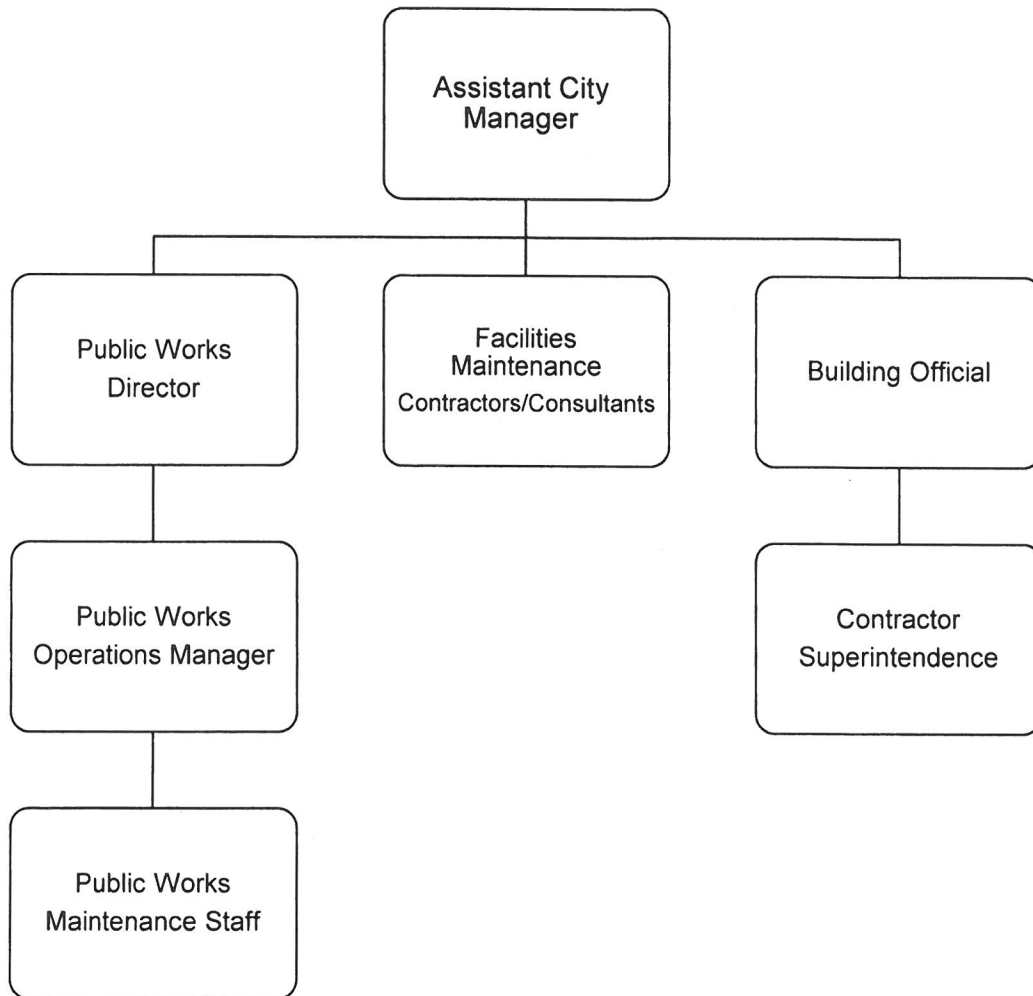
The Internal Services Fund is comprised of three separate divisions, Public Works Administration, Facilities Maintenance and Fleet Maintenance.

Fund Resources - The three separate divisions are funded by the Water, Stormwater and Street Funds. Facilities Maintenance is also funded partially by the General Fund.

Revenues

Description	2009 Actual	2010 Actual	2011 Budget	2012 Adopted
Federal Grants (CMAQ)				33,000
Total Intergovernmental				33,000
City Facilities Rental	281,300	270,000	270,000	270,000
City Equipment Rental	385,032	344,500	304,500	304,500
Public Works Overhead Fees	615,000	615,000	552,000	552,000
Public Works Fees	92,123	9,595	4,000	7,500
Rental Income	8,504	4,013	5,000	2,500
Total Charges for Service	1,381,959	1,243,108	1,135,500	1,136,500
Interest Income	12,272	4,308	3,500	3,000
Total Interest Income	12,272	4,308	3,500	3,000
Miscellaneous Revenue	1,184	330	100	15,000
Sale of Assets	19,683	0	2,500	0
Total Miscellaneous	20,867	330	2,600	15,000
Carryover Balance	429,916	531,826	543,790	415,535
Total Carryover	429,916	531,826	543,790	415,535
Total Internal Services Revenues	1,845,013	1,779,572	1,685,390	1,603,035

Facilities Maintenance



OVERVIEW 2011-2012

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

2011-2012 Projects

- Completion of the Police Department Locker Room Remodel.
- Upgrades to the Senior Center restrooms & miscellaneous plumbing upgrades.
- Window coverings and miscellaneous painting in the High Tech Crimes Unit.
- Electrical upgrades to City Hall's emergency generator.
- Fueling Station at the Public Works Corporation complex.
- Miscellaneous upgrades to the Parks & Recreation modular offices/classrooms

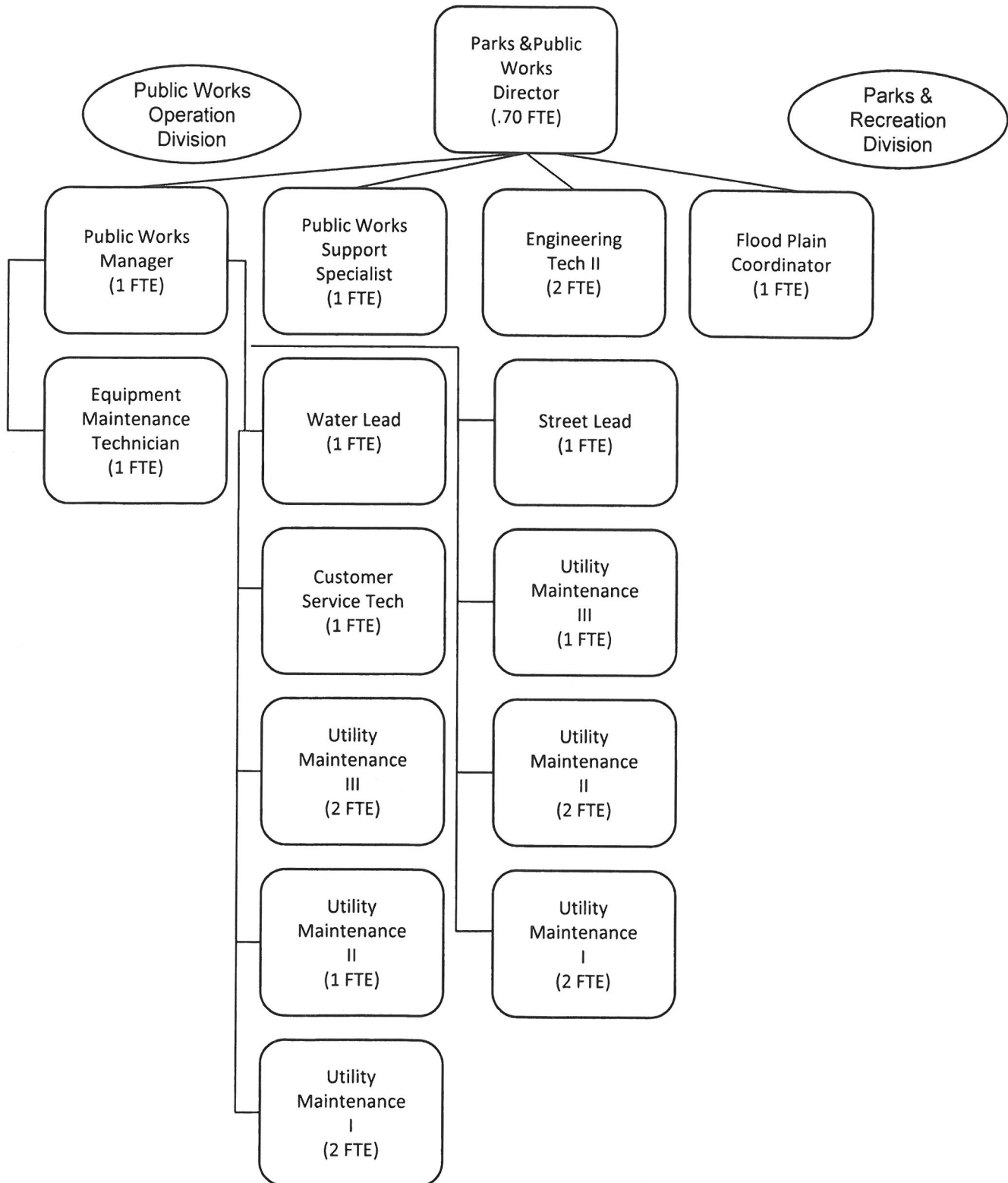
Internal Services Fund - Facilities Maintenance

Description	2009 Actual	2010 Actual	2011 Budget	2012 Adopted
Salaries & Wages	46,482	47,606	0	0
Overtime Wages	5	22	0	0
City Taxes and Benefits	25,439	24,465	0	0
Total Personnel Services	71,926	72,093	0	0
City Overhead Fees	0	0	12,000	12,000
Lease/Rentals	804	0	3,000	0
Professional Services	1,178	1,035	0	0
Contract/Other Services	42,848	52,141	75,000	90,000
Building/Grounds Maintenance	89,203	69,467	25,200	50,500
Maintenance Supplies	666	1,864	3,400	5,000
Sm Equip/Tools/Furniture	1,075	2,000	2,500	2,000
Electric	45,710	43,944	50,000	50,000
Natural Gas	17,599	12,783	20,000	20,000
Phone/Internet	736	649	900	900
Water/Sewer/Stormwater	5,395	3,385	5,500	5,500
Total Materials & Services	205,213	187,268	197,500	235,900
City Facility Improvements	5,035	18,647	72,500	0
Equipment	0	0	0	8,000
Office Equipment/Furnishings	0	0	0	26,100
Total Capital Projects	5,035	18,647	72,500	34,100
Total Facilities	282,174	278,008	270,000	270,000



Internal Services Fund - Public Works Organizational Chart

Parks & Public Works
19.70 FTE



Internal Services Fund - Public Works Administration

Public Works Administration division is responsible for master planning, project management and design, infrastructure information gathering and warehousing, and inspection and regulation of all public and private development in the City as well as general administration of the both Parks and Public Works.

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

KEY OBJECTIVES

- Project Management – With several million dollars worth of capital construction slated for fiscal year 2011/2012 it is goal of the division to ensure that the projects are completed on time and on budget while ensuring that all inspection and all rules and regulations are met
- General Supervision – to provide oversight and direction for all day to day operations of the Parks and Public Works Department
- Grant Administration and Writing – to find and prepare new grants for all aspects of the department including, recreation, parks, storm water, floodplain, streets and water projects

KEY PERFORMANCE MEASURES

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

Internal Services Fund - Public Works Administration

Description	2009 Actual	2010 Actual	2011 Budget	2012 Adopted
Salaries & Wages	410,059	339,917	279,700	297,500
Overtime Wages	1,973	2,448	1,000	5,000
Part-time Wages	0	0	14,500	0
City Taxes and Benefits	171,799	144,411	136,000	139,500
Total Personnel Services	583,831	486,776	431,200	442,000
City Overhead Fees	74,004	74,000	75,000	75,000
Travel/Training	5,301	4,974	6,500	8,000
Professional Services	21,245	16,410	20,000	20,000
Contract/Other Services	1,597	1,080	2,000	1,500
Computer Repair/Maintenance	500	2,079	2,000	2,000
Books/Publications	542	552	500	500
Computer/Software-Hardware	8,943	1,045	7,500	5,000
Dues/Licenses	0	4,294	500	3,000
Office/Shop Supplies	5,815	4,278	5,000	5,500
Postage	50	34	500	500
Sm Equip/Tools/Furniture	0	3,200	0	250
Phone/Internet	5,407	4,675	6,000	4,000
Total Materials & Services	123,404	116,621	125,500	125,250
Total Public Works Administration	707,235	603,397	556,700	567,250

Internal Services Fund - Fleet Maintenance

Fleet Maintenance division is responsible for maintaining all vehicles and equipment for the City, except for the Police Vehicles. There is a shift in managing this division in the 2011/2012 budget as one automotive maintenance technician position has been eliminated in lieu of contract services.

KEY OBJECTIVES

- Vehicle Inventory and Assessment – complete review of all rolling stock and equipment, age of equipment and assessment of its needs and its necessity
- Preventative Maintenance/New Vehicles – continue to ensure that all vehicles are maintained on schedule and that older vehicles are moved out of service within a 7 to 10 year timeframe depending on frequency of use. Additionally a formal policy will be implemented and presented to City Council in budget year 2011/2012 on vehicle life cycle

KEY PERFORMANCE MEASURES

- Review of contract services versus in-house service
- Percentage of rolling stock available per day
- Number of day's rolling stock is not available

Internal Services Fund - Fleet Maintenance

Description	2009 Actual	2010 Actual	2011 Budget	2012 Adopted
Salaries & Wages	105,283	95,646	93,000	76,500
Overtime Wages	178	301	500	500
City Taxes and Benefits	49,697	45,455	53,000	29,500
Total Personnel Services	155,158	141,402	146,500	106,500
City Equipment Rental - Debt Service	40,500	0	0	0
City Overhead Fees	24,996	25,000	0	0
Lease/Rentals	2,434	88	1,000	2,000
Travel/Training	1,015	315	1,000	500
Professional Services	0	0	1,000	0
Contract/Other Services	10,321	9,794	8,000	32,600
Vehicle Repair/Maintenance	12,424	13,092	24,000	55,000
Equipment Repair/Maintenance	25,513	30,531	27,000	25,000
Building/Grounds Maintenance	1,167	657	1,000	0
Books/Publications	38	134	500	100
Clothing Allowance	222	478	1,000	400
Computer Software/Hardware	0	0	1,500	500
Dues/Licenses	0	0	500	0
Fuel	36,325	34,747	44,000	42,000
Office/Shop Supplies	4,548	747	3,000	800
Postage	801	685	1,500	0
Sm Equip/Tools/Furniture	4,834	8,906	5,000	10,000
Disposal	180	32	500	0
Phone/Internet	3,300	809	1,000	1,800
Total Materials & Services	168,618	126,015	121,500	170,700
Equipment	0	0	25,000	160,000
Total Capital Outlay	0	0	25,000	160,000
Total Fleet Maintenance	323,776	267,417	293,000	437,200

Internal Services Fund - Interdepartmental

Description	2009 Actual	2010 Actual	2011 Budget	2012 Adopted
Transfer Out - Facility Reserves	0	0	100,000	80,000
Transfer Out - Equipment Reserves	0	0	200,000	100,000
Total Transfers Out	0	0	300,000	180,000
Contingency	0	0	25,000	0
Total Contingency	0	0	25,000	0
Ending Balance	531,827	630,750	240,690	148,585
Total Ending Balance	531,827	630,750	240,690	148,585
Total Interdepartmental	531,827	630,750	565,690	328,585
Total Internal Services Requirements	1,845,013	1,779,572	1,685,390	1,603,035

Appendix

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

Salary Schedule

Classification Pay Plan Effective 01/01/2011

Part A: General Service Bargaining Unit Positions

Classification Title	Grade	Step A	Step B	Step C	Step D	Step E	Step F
Grade 2-3	GS2-3	2,539	2,666	2,799	2,939	3,086	3,240
Financial Support Specialist							
Utility Maintenance 1							
Grade 4	GS4	2,771	2,909	3,054	3,207	3,368	3,536
Building Permit Technician							
Business License Account Clerk							
Parks Maintenance Worker							
Parks Support Specialist							
Planning Support Specialist							
Public Works Support Specialist							
Utility Billing Account Clerk							
Utility Maintenance 2							
Grade 5	GS5	3,114	3,269	3,433	3,604	3,785	3,974
Accounting Specialist							
Automotive Maintenance Technician							
Customer Service Technician							
Equipment Maint/Fabrication Technician							
Municipal Court Clerk							
Utility Maintenance 3							
Grade 6	GS6	3,449	3,621	3,802	3,992	4,192	4,402
Engineering Technician - GIS							
Engineering Technician - Field							
Parks Lead - Maintenance; Contracts							
Recreation Coordinator: Special Events/Mktg							
Utility Maintenance Lead - Streets; Water							
Grade 7	GS7	3,800	3,990	4,190	4,399	4,619	4,850
Community Planner							
Flood Plain/Storm Water Coordinator							
Grade 8	GS8	4,252	4,464	4,687	4,922	5,168	5,426
Grade 9	GS9	4,720	4,955	5,203	5,463	5,737	6,023
Building Official/Inspector/Supervisor							

Part B: Police Bargaining Unit Positions

Classification Title	Grade	Step A	Step B	Step C	Step D	Step E
Police Support Specialist	P110	2,730	2,867	3,012	3,161	3,321
Community Services Officer	P117	2,897	3,041	3,194	3,353	3,521
Police Officer	P145	3,713	3,899	4,094	4,299	4,513
Police Officer - Detective/SRO	P145a	3,899	4,094	4,299	4,513	4,740
Master Police Officer	P150	4,107	4,313	4,528	4,755	4,992
Information Technology Specialist	P165	4,383	4,603	4,833	5,075	5,326

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

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

approved by Council 12/9/2010

Note: This salary schedule was in effect at time of publication. Upon ratification of new bargaining agreements this plan is expected to change.

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

Glossary

- CIP Fund:** Capital Improvement Fund.
- Contingency:** An appropriation of funds to cover unforeseen events that may occur during the budget year. The City Council must authorize the use of any contingency appropriations.
- D Debt Service:** Payment of interest and principal related to long term debt.
- Debt Service Funds:** A fund established to account for payment of general long-term debt principal and interest. [OAR 150-294.352(1)]
- Depreciation:** A system of accounting which aims to distribute the cost or other basic value of tangible capital assets, less salvage (if any), over the estimated useful life of the unit in a systematic and rational manner. It is a process of allocation, not of valuation. Depreciation is not budgeted by the City, in accordance with Oregon Local Budget Law.
- DEQ:** The Oregon Department of Environmental Quality works to restore, enhance, and maintain the quality of Oregon's air, water and land.
- E Encumbrance:** An obligation chargeable to an appropriation and for which part of the appropriation is reserved [ORS 294.311(10)].
- Enterprise Fund:** Records the resources and expenses of acquiring, operating and maintaining a self-supporting facility or service.
- Expenditures:** The money spent by the City for the programs and projects included within the approved budget.
- F Fiscal Year:** Twelve-month period from July 1 to June 30 for which the annual budget of the City is prepared and adopted.
- Fixed Assets:** Assets of a long-term character such as land, buildings, furniture, and other equipment.
- Franchise:** A privilege fee for using the ROW (Right of Way).
- Fringe Benefits:** The non-salary part of employees' total compensation. A typical benefit package includes insurance, retirement, and vacation/sick leave components.
- FTE:** Full-time Equivalent is a term used to measure the number of employees on a 40 hour per week basis.
- Fund:** A division in the budget with independent fiscal and accounting requirements.
- Fund Balance:** The difference between governmental fund assets and liabilities; also referred to as fund equity or carryover.
- G GAAP:** Generally accepted accounting principals as determined through common practice or as promulgated by the Government Accounting Standards Board, Financial Accounting Standards Board, or various other accounting standard setting bodies.
- General Fund:** Records needed to run the daily operations of the local government such as wages, rent, and utilities. It also shows the money that is necessary to pay for these general needs.
- H High Tech Crime Unit** A division of the Central Point Police Department that deals exclusively with electronic technology based crime. (Cyber crime)
- I Interfund Transfer:** Loans made by one fund to another and authorized by resolution or ordinance (ORS 294.460).
- Internal Service Fund:** A fund used to account for fiscal activities when goods or services are provided by one department or agency to other departments or agencies on a cost-reimbursement basis. [ORS 294.470]
- L Line-Item Budget:** The traditional form of budgeting, where proposed expenditures are based on individual objects of expense within a department or division. [ORS 294.352(3)]

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

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

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

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

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

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

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

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

R Requirements: Total expenditures and unappropriated fund balance.

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

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

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

S SDC: System Development Charges are assessed on new construction to cover the demands placed on City services. Charges collected cover water, transportation, storm drains, and parks costs.

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

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

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

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

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

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

Acronyms

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

Legal Compliance

Affidavit of Publication, March 30 & April 6, 2010 L-2
Affidavit of Publication, May 18, 2010 L-3
Resolution 1307 Certifying the Provision of Certain Municipal Services L-4
Resolution 1308 Electing to Receive State Revenue Sharing Funds L-5
Resolution 1309 Adopting the Annual Budget Making Appropriations and Levying Taxes L-6
Form LB-1 Notice of Budget Hearing L-9
Form LB-3 Funds Requiring A Property Tax to be Levied L-10
Form LB-50 Notice of Property Tax and Certification of
Intent to Impose a Tax, Fee, Assessment, or Charge on Property L-12

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Legal Notices

Notice of Budget Committee Meeting
A public meeting of the Budget Committee of the City of Central Point, Jackson County, State of Oregon, will be held at the City of Central Point Council Chambers, 140 South Third Street, Central Point, Oregon, on April 18, 2011, at 6 pm.

At this meeting, the Budget Committee will hear the budget message and receive the City of Central Point's proposed budget for the fiscal year July 1, 2011 thru June 30, 2012. A public hearing will be held to hear from citizens on the proposed use of State Revenue Sharing funds and other comments on the budget as proposed.

A copy of the budget document may be inspected or obtained after April 14, 2011 at the City Hall Finance Office located at 140 South Third Street, Central Point, Oregon, between the hours of 9 a.m. and 4 p.m.

Listed below is the time and place of an additional Budget Committee meeting that will be held to complete review of the proposed budget:

April 25, 2011 at 6 pm;
City of Central Point Council Chambers located at 140 South Third Street, Central Point, Oregon.

March 30, April 6, 2011

CITY OF CENTRAL POINT
ACCOUNTS PAYABLE
140 SOUTH THIRD ST
CENTRAL POINT OR 97502

700950

Affidavit of Publication

State Of Oregon
County of Jackson

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

NOTICE OF BUDGET COMMITTEE MEETINGS, a printed copy of which is hereto annexed, was published in the entire issue of

said newspaper for TWO successive and consecutive INSERTION'S

in the following issues MARCH 30, APRIL 6, 2011
(HERE SET FORTH DATES OF ISSUES)

[Signature]
Subscribed and sworn to before me this 8th day of April, 2011.

[Signature]
NOTARY PUBLIC FOR OREGON

My Commission expires 28th day of November, 2014.



COMMENTS	EXPIRE DATE	AD CAPTION	# TIMES	AMOUNT
MAIL TRIBUNE	4/06/11	NOTICE OF BUDGE	2	203.87
START DATE:	3/30/11	END DATE:	4/06/11	

Mail Tribune, Wednesday, May 18, 2011

FORM LB-1 NOTICE OF BUDGET HEARING

A meeting of the Central Point City Council on May 18, 2011 at 7:00 PM in the City Council Chamber, 140 South Third Street, Central Point, Oregon 97502. The purpose of the meeting is to hear and act on the proposed budget for the fiscal year ending September 30, 2012. A copy of the budget is available for review at the City Council Chamber, 140 South Third Street, Central Point, Oregon. The budget is available for review at the City Council Chamber, 140 South Third Street, Central Point, Oregon. The budget is available for review at the City Council Chamber, 140 South Third Street, Central Point, Oregon.

FINANCIAL SUMMARY

Division/Type	TOTAL OF ALL FUNDS	Adopted Budget Fiscal Year 2010-2011	Proposed Budget Fiscal Year 2011-2012
1. Total Personnel	1,875,300	1,875,300	1,875,300
2. Total Materials and Supplies	2,000,000	2,000,000	2,000,000
3. Total Capital Outlay	100,000	100,000	100,000
4. Total Debt Service	100,000	100,000	100,000
5. Total Contingency	0	0	0
6. Total Reserve	0	0	0
7. Total Other	0	0	0
8. Total Available for General Fund	3,975,300	3,975,300	3,975,300
9. Total Available for Special Funds	0	0	0
10. Total Available for All Funds	3,975,300	3,975,300	3,975,300

STATEMENT OF LIABILITIES

FORM LB-3 FINANCIAL SUMMARY A PROPERTY TAX TO BE LEVIED

Fund	Actual Data Fiscal Year 2010-2011	Proposed Budget Fiscal Year 2011-2012	Proposed Budget Fiscal Year 2011-2012
1. Total Personnel	1,875,300	1,875,300	1,875,300
2. Total Materials and Supplies	2,000,000	2,000,000	2,000,000
3. Total Capital Outlay	100,000	100,000	100,000
4. Total Debt Service	100,000	100,000	100,000
5. Total Contingency	0	0	0
6. Total Reserve	0	0	0
7. Total Other	0	0	0
8. Total Available for General Fund	3,975,300	3,975,300	3,975,300
9. Total Available for Special Funds	0	0	0
10. Total Available for All Funds	3,975,300	3,975,300	3,975,300

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

700950

OR 97502

Affidavit of Publication

State Of Oregon
County of Jackson

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

NOTICE OF BUDGET HEARING, a printed copy of which is hereto annexed, was published in the entire issue of said newspaper for ONE successive and consecutive INSERTION in the following issues May 18, 2011 (HERE SET FORTH DATES OF ISSUES)

Subscribed and sworn to before me this 19 day of May, 2011

Shonna L Zimmermann
NOTARY PUBLIC FOR OREGON

My Commission expires 11 day of November, 20 14



Summary of Operations Unit As Approved

	2009/10	2010/11	2011/12
General Fund			
Administration	545,391	706,850	725,000
City Enhancement	167,443	167,000	210,000
Technical Services	356,515	356,500	429,200
Mayor & Council	55,441	72,000	70,000
Finance	715,534	795,450	750,700
Parks	629,620	653,300	770,000
Recreation	510,000	601,750	485,150
Planning	507,497	511,600	475,500
Police	2,485,017	3,094,530	3,441,000
Interdepartmental	3,340,541	3,149,200	2,794,650
Total General Fund	\$10,536,719	\$9,869,580	\$10,451,150
High Tech Crime Task Force Fund	0	0	385,150
Operations	0	0	240,150
Interdepartmental	0	0	40,000
Total HTECF Fund	0	0	665,300
Street Fund	0	0	0
Operations	1,534,750	2,415,400	2,743,650
SDC Streets	69,713	410,200	100,000
Interdepartmental	1,207,225	1,105,000	2,789,170
Total Street Fund	\$3,311,688	\$4,030,600	\$5,133,120
Housing Fund	0	0	0
Water & Services	5,000	5,000	5,000
Transfer Out	2,295	25,000	25,000
Ending Balance	49,840	49,300	40,440
Total Housing Fund	\$61,800	\$79,300	\$70,440
Capital Improvement Fund	0	0	0
Parks/Recreation CIP	53,469	43,000	0
SDC Parks CIP	61,361	50,000	60,000
Interdepartmental	73,375	52,150	63,500
Total Capital Improvement Fund	\$188,465	\$145,150	\$123,500
Total Reserve Fund	0	0	0
Total Debt Service Fund	0	0	0
Building Fund	0	0	0
Total Personnel Services	126,818	157,100	118,750
Total Materials & Services	25,928	21,600	12,200
Total Contingency	0	35,000	5,000
Total Ending Balance	236,228	215,450	181,900
Total Building Fund	\$388,754	\$400,350	\$337,850
Water Fund	0	0	0
Operations	2,364,121	7,947,450	6,301,140
SDC Water Improvements	592,231	110,000	1,675,000
Interdepartmental	1,243,675	2,548,250	2,624,350
Total Water Fund	\$4,200,027	\$10,605,700	\$10,600,490
Stormwater Fund	0	0	0
Operations	492,810	684,000	625,650
Stormwater SDC	10,412	39,000	68,000
Interdepartmental	315,833	261,150	327,150
Total Stormwater Fund	\$819,233	\$1,084,150	\$1,020,800
Internal Services Fund	0	0	0
Facilities Maintenance	278,007	270,000	270,000
Public Works Administration	603,318	556,700	567,200
Fleet Maintenance	167,417	283,000	412,200
Interdepartmental	630,750	565,600	378,565
Total Internal Services Fund	\$1,717,572	\$1,685,300	\$1,693,995
Total All Funds	\$22,530,357	\$28,584,210	\$29,701,183

COMMENTS
MAIL TRIBUNE
5/18/11

EXPIRE DATE
5/18/11

AD CAPTION # TIMES AMOUNT
CP NOTICE OF BU 1 1944.54

RESOLUTION NO. 1307

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

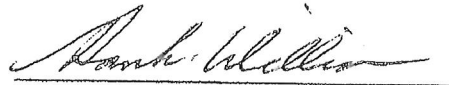
Recitals:

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

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CENTRAL POINT OREGON that the City of Central Point resolves to hereby certify that it provides to its citizens the following municipal services:

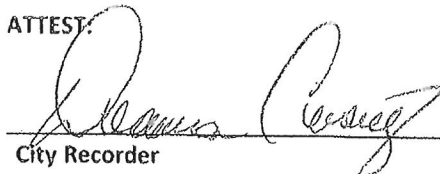
- Police protection
- Street construction, maintenance and lighting
- Storm sewers
- Planning, zoning and subdivision control
- Water utilities

Passed by the Council and signed by me in authentication of its passage on June 23, 2011.



Mayor Hank Williams

ATTEST:



City Recorder

RESOLUTION NO. 1308

A RESOLUTION ELECTING TO RECEIVE STATE REVENUE SHARING FUNDS for
FISCAL YEAR 2011-12

Recitals:

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

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CENTRAL POINT OREGON that the City of Central Point resolves as follows:

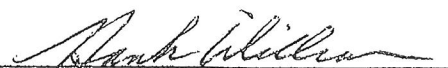
Section 1. The City hereby elects to receive distribution under ORS 221.770 of the State Revenue Sharing funds.

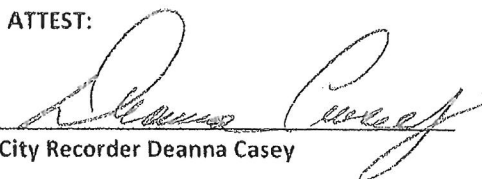
Section 2. The City hereby certifies as follows:

- A. The City held a public hearing, after adequate public notice, before the Budget Committee on April 18, 2011 at which time citizens had the opportunity to provide written and oral comment to the City Council on the possible uses of State Revenue Sharing funds.
- B. The City held a second public hearing, after adequate public notice, before the City Council on June 23, 2011, at which citizens had the opportunity to provide written and oral comment to, and ask questions of, the City Council on the proposed use of State Revenue Sharing funds in relation to the entire budget of the City for the fiscal year July 1, 2011 through June 30, 2012.
- C. The City has levied a property tax for the year proceeding the year in which State Revenue Sharing funds are sought hereunder and pursuant to ORS 471.810.

Section 3. A copy of this resolution shall be filed with the executive department of the State of Oregon no later than July 31, 2011.

Passed by the Council and signed by me in authentication of its passage on June 23, 2011.


Mayor Hank Williams

ATTEST:

City Recorder Deanna Casey

RESOLUTION NO. 1309

**A RESOLUTION TO ADOPT THE BUDGET,
MAKE APPROPRIATIONS AND LEVY TAXES
FOR FISCAL YEAR JULY 1, 2011 TO JUNE 30, 2012**

RECITALS:

- A. Oregon statute (ORS 294.326) requires that a municipality must prepare and adopt a financial plan (budget) containing estimates of revenues and expenditures in compliance with Oregon budget laws prior to making expenditures or tax certification.
- B. No increases were made to the proposed tax levy of the approved budget, nor were any budget estimates increased more than 10% as limited by law.
- C. A public hearing was duly held by the City Council of Central Point, Oregon on June 23, 2011 for the approved budget in the amount of \$29,701,285.

NOW THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF CENTRAL POINT, OREGON, adopts the budget, makes appropriations and levy taxes for fiscal year July 1, 2011 to June 30, 2012 in the following manner:

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

GENERAL FUND

Administration	729,500
City Enhancement	218,000
Technical Services	479,200
Mayor & Council	70,050
Finance	750,700
Parks	706,600
Recreation	485,150
Planning	475,500
Police	3,442,000
Interdepartmental	2,794,450
Total General Fund	10,151,150

HIGH TECH CRIME TASK FORCE FUND

Operations	385,350
Interdepartmental	280,550
Total HTCTF Fund	665,900

STREET FUND	
Operations/Capital Projects	2,743,650
SDC Capital Projects	100,200
Interdepartmental	2,289,270
Total Street Fund	5,133,120

HOUSING FUND	
Materials & Services	5,000
Transfers	25,000
Ending Balance	40,440
Total Housing Fund	70,440

CAPITAL IMPROVEMENT FUND	
Park SDC Projects	60,000
Interdepartmental	63,500
Total Capital Improvement Fund	123,500

RESERVE FUND	
Total Reserve Fund	482,300

DEBT SERVICE FUND	
Total Debt Service Fund	699,300

BUILDING FUND	
Personnel Services	118,750
Materials & Services	12,200
Contingency	5,000
Ending Balance	181,900
Total Building Fund	317,850

WATER FUND	
Operations/Capital Projects	6,105,340
SDC Improvements	1,675,000
Interdepartmental	1,658,550
Total Water Fund	9,438,890

STORMWATER FUND	
Operations/Capital Projects	625,650
SDC Improvements	68,000
Interdepartmental	322,150
Total Stormwater Fund	1,015,800

INTERNAL SERVICES FUND	
Facilities Maintenance	270,000
Public Works Administration	567,250
Fleet Maintenance	437,200
Interdepartmental	328,585
Total PW Internal Service Fund	1,603,035
<hr/>	
Total All Funds	\$29,701,285

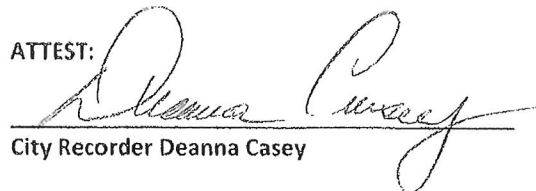
Section 2. As authorized by law and the Charter of the City of Central Point, Oregon, there is hereby levied upon the taxable property of said city as shown on the tax rolls of Jackson County, Oregon, for fiscal year 2011-12, the rate of \$4.47 per \$1,000 of assessed valuation for general government purposes, as follows:

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

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

Passed by the Council and signed by me in authentication of its passage on June 23, 2011.


Mayor Hank Williams

ATTEST:

City Recorder Deanna Casey

**FORM
LB-1**

NOTICE OF BUDGET HEARING

A meeting of the Central Point City Council (governing body) will be held on June 9, 2011 at 7 pm at 140 South Third Street, Central Point, Oregon, 97502. The purpose of this meeting will be to discuss the budget for the fiscal year beginning July 1, 2011 as approved by the City of Central Point Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained at the City Hall Finance office, 140 South Third Street, Central Point, Oregon between the hours of 9 am and 4:30 pm. This budget was prepared on a basis of accounting that is consistent with the basis of accounting used during the preceding year.

Major changes, if any, and their effect on the budget, are explained below. This budget is for: Annual Period 2-Year Period

County	City	Chairperson of Governing Body	Telephone Number
Jackson	Central Point	Hank Williams, Mayor	(541) 423-1023

FINANCIAL SUMMARY

<input type="checkbox"/> Check this box if your budget only has one fund		Adopted Budget Current Year 2010-2011	Approved Budget Next Year - 2011-2012
TOTAL OF ALL FUNDS			
Anticipated Requirements	1. Total Personal Services.....	6,901,700	6,861,200
	2. Total Materials and Supplies	6,075,300	6,403,450
	3. Total Capital Outlay	7,094,500	7,252,740
	4. Total Debt Service	933,500	804,670
	5. Total Transfers	852,900	728,100
	6. Total Contingencies	538,000	435,000
	7. Total Special Payments.....	0	0
	8. Total Unappropriated and Reserved for Future Expenditure...	6,185,820	7,216,125
	9. Total Requirements - add Lines 1 through 8	28,581,720	29,701,285
Anticipated Resources	10. Total Resources Except Property Taxes	24,511,720	25,505,285
	11. Total Property Taxes Estimated to be Received	4,070,000	4,196,000
	12. Total Resources - add Lines 10 and 11	28,581,720	29,701,285
Estimated Ad Valorem Property Taxes	13. Total Property Taxes Estimated to be Received (line 11)	4,070,000	4,196,000
	14. Plus: Estimated Property Taxes Not To Be Received		
	A. Loss Due to Constitutional Limits	0	0
	B. Discounts Allowed, Other Uncollected Amounts	478,841	466,562
	15. Total Tax Levied(add lines 13 and 14 A & B).....	4,548,841	4,662,562
Tax Levies By Type		Rate or Amount	Rate or Amount
	16. Permanent Rate Limit Levy (rate limit \$5.8328).....	\$4.47	\$4.47
	17. Local Option Taxes.....		
	18. Levy for Bonded Debt or Obligations.....		

STATEMENT OF INDEBTEDNESS

<input type="checkbox"/> None	Debt Outstanding	<input checked="" type="checkbox"/> As Summarized Below	<input type="checkbox"/> None	Debt Authorized, Not Incurred	<input checked="" type="checkbox"/> As Summarized Below
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PUBLISH BELOW ONLY IF COMPLETED

Long-Term Debt	Estimated Debt Outstanding at the Beginning of the Budget Year (July 1)	Estimated Debt Authorized, Not Incurred at the Beginning of the Budget Year (July 1)
Bonds.....	2,430,334	0
Interest Bearing Warrants	0	0
Other	3,058,400	5,500,000
Total Indebtedness	5,488,734	5,500,000

Short-Term Debt

This budget includes the intention to borrow in anticipation of revenue ("Short-Term Borrowing") as summarized below:

Fund Liabile	Estimated Amount to be Borrowed	Estimated Interest Rate	Estimated Interest Cost

FORM
LB-3

FUNDS REQUIRING A
PROPERTY TAX TO BE LEVIED

Publish **ONLY** completed portion of this page.

Name of Fund: General Fund	Actual Data Prior Yr 2009/2010	Adopted Budget Current Yr 2010/2011	Approved Budget Next Year 2011/12
1. Total Personal Services.....	4,645,160	5,087,000	4,875,100
2. Total Materials and Services.....	2,415,953	2,532,300	2,611,600
3. Total Capital Outlay.....	1,737	50,000	70,000
4. Total Debt Service.....	0	0	0
5. Total Transfers.....	119,500	100,000	427,900
6. Total Contingencies.....		150,000	150,000
7. Total Special Payments.....	0	0	0
8. Total Unappropriated/Reserved for Future Expenditure	3,154,370	1,979,280	2,016,550
9. Total Requirements (add lines 1 - 8).....	10,336,720	9,898,580	10,151,150
10. Total Resources Except Property Taxes.....	6,284,948	5,828,580	5,955,150
11. Property Taxes Estimated to Be Received.....	4,051,772	4,070,000	4,196,000
12. Total Resources (add lines 10 and 11).....	10,336,720	9,898,580	10,151,150
13. Property Taxes Estimated to be Received (line 11)...		4,070,000	4,196,000
14. Estimated Property Taxes Not to be Received.....			
A. Loss Due to Constitutional Limit.....		0	0
B. Discounts, Other Uncollected Amounts.....		478,841	466,562
15. Total Tax Levied ... (add lines 13 and 14 A & B)....		4,548,841	4,662,562
		Rate or Amount	Rate or Amount
16. Permanent Rate Limit Levy (rate limit \$5.8328).....		\$4.47	\$4.47
17. Local Option Taxes.....			
18. Levy for Bonded Debt or Obligations.....			

City of Central Point			
Summary of Organization Unit As Approved			
	2009/10	2010/11	2011/12
General Fund	Actual Data	Adopted Budget	Approved Budget
Administration	545,191	706,650	729,500
City Enhancement	162,443	167,000	218,000
Technical Services	356,515	350,500	479,200
Mayor & Council	64,347	72,000	70,050
Finance	739,539	789,450	750,700
Parks	629,620	653,300	706,600
Recreation	510,006	604,250	485,150
Planning	503,499	511,600	475,500
Police	3,485,012	3,694,550	3,442,000
Interdepartmental	3,340,547	2,349,280	2,794,450
Total General Fund	\$10,336,719	\$9,898,580	\$10,151,150
High Tech Crime Task Force Fund			
Operations	0	0	385,350
Interdepartmental	0	0	280,550
Total HTCTF Fund	\$0	\$0	\$665,900
Street Fund			
Operations	1,534,750	2,416,400	2,743,650
SDC Streets	69,713	410,200	100,200
Interdepartmental	1,707,225	1,205,000	2,289,270
Total Street Fund	\$3,311,688	\$4,031,600	\$5,133,120
Housing Fund			
Materials & Services	5,000	5,000	5,000
Transfers Out	7,039	25,000	25,000
Ending Balance	49,943	49,300	40,440
Total Housing Fund	\$61,982	\$79,300	\$70,440
Capital Improvement Fund			
Parks/Recreation CIP	53,469	43,000	0
SDC Parks CIP	61,561	50,000	60,000
Interdepartmental	73,375	52,150	63,500
Total Capital Improvement Fund	\$188,405	\$145,150	\$123,500
Total Reserve Fund	\$0	\$300,000	\$482,300
Total Debt Service Fund	\$803,992	\$810,000	\$699,300
Building Fund			
Total Personnel Services	126,618	157,300	118,750
Total Materials & Services	25,908	21,600	12,200
Total Contingency	0	35,000	5,000
Total Ending Balance	236,228	215,450	181,900
Total Building Fund	\$388,754	\$429,350	\$317,850
Water Fund			
Operations	2,564,121	7,542,450	6,105,340
SDC Water Improvements	592,225	110,000	1,675,000
Interdepartmental	1,743,675	2,548,250	1,658,550
Total Water Fund	\$4,900,021	\$10,200,700	\$9,438,890
Stormwater Fund			
Operations	492,949	684,000	625,650
Stormwater SDC	10,442	59,000	68,000
Interdepartmental	315,833	261,150	322,150
Total Stormwater Fund	\$819,224	\$1,004,150	\$1,015,800
Internal Services Fund			
Facilities Maintenance	278,007	270,000	270,000
Public Works Administration	603,398	556,700	567,250
Fleet Maintenance	267,417	293,000	437,200
Interdepartmental	630,750	565,690	328,585
Total Internal Services Fund	\$1,779,572	\$1,685,390	\$1,603,035
Total All Funds	\$22,590,357	\$28,584,220	\$29,701,285

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

**FORM LB-50
2011-2012**

To assessor of Jackson County

Check here if this is an amended form.

• Be sure to read instructions in the 2011-2012 Notice of Property Tax Levy Forms and Instruction booklet

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

140 South Third Street Central Point OR 97502 6/30/11
Mailing Address of District City State Zip Date
Bev Adams Finance Director (541)423-1023 bev.adams@centralpointoregon.
Contact Person Title Daytime Telephone Contact Person E-Mail

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

- The tax rate of levy amounts certified in Part I are within the tax rate of levy amounts approved by the budget committee.
- The tax rate of levy amounts certified in Part I were changed by the governing body and republished as required in ORS 294.435.

PART I: TOTAL PROPERTY TAX LEVY

		Subject to General Government Limits		
		Rate -or- Dollar Amount		
1. Rate/Amount levied (within permanent rate limit)	1	\$4.47		
2. Local option operating tax	2			
3. Local option capital project tax	3			Excluded from Measure 5 Limits Amount of Bond Levy
4. 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 of Measure 50 (total of 5a + 5b)	5c.			

PART II: RATE LIMIT CERTIFICATION

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

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

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

Part IV. SPECIAL ASSESSMENTS, FEES AND CHARGES

Description	Subject to General Govt. Limitations	Excluded from M5 limitation
1		
2		

If fees, charges, or assessments will be imposed on specific property within your district, you must attach a complete listing of

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

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

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

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