

**CENTRAL POINT DEVELOPMENT
COMMISSION**

**ADOPTED BUDGET
FISCAL YEAR 2017-18**

**DEVELOPMENT COMMISSION MEETING
JUNE 8, 2017**

CENTRAL POINT DEVELOPMENT COMMISSION

CENTRAL POINT DEVELOPMENT COMMISSION MEMBERS

HANK WILLIAMS, CHAIR
BRUCE DINGLER, VICE CHAIR
ALLEN BRODERICK
TANEEA BROWNING
MIKE QUILTY
ROB HERNANDEZ
BRANDON THUESON

CITIZEN BUDGET COMMITTEE MEMBERS

KAY HARRISON
LORI GARFIELD
KAREN HUCKINS
CHRIS RICHEY
BILL STULTS
BILL WALTON
JIM MOCK

BUDGET OFFICER

CHRIS CLAYTON, CITY MANAGER

URBAN RENEWAL STAFF

CHRIS CLAYTON, URBAN RENEWAL MANAGER/ CITY MANAGER
STEVE WEBER, FINANCE DIRECTOR
TOM HUMPHREY, COMMUNITY DEVELOPMENT DIRECTOR
MATT SAMITORE, PARKS & PUBLIC WORKS DIRECTOR

BUDGET MESSAGE

TO: CHAIR AND BOARD OF DIRECTORS CENTRAL POINT DEVELOPMENT COMMISSION;

BUDGET COMMITTEE MEMBERS;

AND CITIZENS OF CENTRAL POINT

INTRODUCTION

In 2013 the Development Commission prioritized projects listed in the Downtown & East Pine Street Corridor Revitalization Plan. The top priority project was the improvement of the East Pine Streetscape. After two years of design, engineering, and public meetings the Development Commission is now prepared to begin construction of the East Pine Street streetscape improvements. As a result of an Intergovernmental Agreement between the City and the Development Commission the funding necessary to complete the streetscape improvements has been obtained and included in this FY 2017-18 Budget.

There are three actions that necessitate the proposed budget:

1. **East Pine Streetscape Final Engineering & Construction Services (\$210,000).** As a carryover from the FY16-17 Budget, the Commission will be completing the final engineering, including the addition of construction services necessary to complete the project.
2. **East Pine Streetscape Construction (\$3,300,000).** The design and engineering for this project has been completed and the necessary funding to complete construction has been obtained. This project is scheduled to commence construction summer of 2017. It is expected that construction will cover two fiscal years, and that funds not spent this year will be carried-over to the FY 2018-19 Budget.
3. **Debt Service (\$207,400).** Including the first year's estimated Debt Service the total cost for the East Pine Streetscape borrowing has been budgeted at \$200,000. The Development Commission has two other loan obligations that account for the \$7,400 Debt Service balance.

MISSION

It is the primary mission of the Central Point Development Commission to eliminate blight and depreciating property values within the urban renewal district. This mission will be accomplished through the strategic implementation of projects and activities that consciously maximize both public and private investments within the Urban Renewal Area, investments that are designed to target, facilitate and strengthen the

economic and aesthetic vitality of the urban renewal district as the City's traditional mixed-use urban core.

OVERALL GOAL

The basic goal of the Development Commission is to address, through the implementation of the Plan, existing blighted conditions within the urban renewal district so that unused and underused properties can be placed in productive condition and utilized at their highest and best use in accordance with the *City of Central Point Comprehensive Plan*.

KEY OBJECTIVES AND ACTIVITIES

Section 1.5.2 of the Plan identifies fourteen (14) goals and objectives to be accomplished by the Plan. Section 1.6 addresses the activities that the Commission may undertake. In July of 2013 the Development Commission prepared the *Central Point Urban Renewal Project Guide* identifying the Development Commission's top five activities to be undertaken over a five-year period (FY13-14 to FY17-18). The activities budgeted for FY 2017-18 are long awaited and consistent with the Plan's goals and objectives and the Development Commission's activities schedule.

KEY PERFORMANCE MEASURES

- Increased real property assessed value within the urban renewal district
- Track and manage Return-on-Investment (ROI) ratio between public and private investment dollars within the urban renewal district
- Completion of projects on schedule.
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THE BUDGET

This budget is a financial plan listing all planned expenses and revenues for fiscal year 2017-18. The Development Commission's budget consists of a single fund; the General Fund. The Budget's primary source of income is tax increment revenue, including proceeds from tax increment financing.

GENERAL FUND EXPENSES

The Development Commission's expenses fall into one of four categories: Personal Services, Materials & Services, Capital Projects, and Debt Service. All expenditures are dedicated to implementation of the Plan.

PERSONAL SERVICES

Funding for Personal Services has been re-structured this budget year and is now within the Administrative Services category. In previous years Personnel Service costs have not been used, but instead were paid for through Administrative Services. As a result of the East Pine Streetscape Project Administrative Services has been increased to accommodate the additional administration costs for the East Pine Streetscape Project.

MATERIALS & SERVICES

The Materials & Services category (\$63,800) is comprised of six subcategories, most of which address basic administrative requirements of the Development Commission such as; the costs of legal services, annual audit, materials, contract services, etc.

CAPITAL PROJECTS

The Capital Projects Fund accounts for all expenditures (\$3,564,000) on projects related to implementation of the fifteen (15) projects listed in the Plan. This includes such activities as design, engineering, and construction costs. Over the course of the next 20 years it is the Commission's charge to undertake each of these projects, while not exceeding its Maximum Indebtedness limit of \$43,177,530.

For FY 2017-18 the Capital Projects Fund includes the following projects:

- Final Engineering and Construction Services for the East Pine Streetscape Project (\$284,000)
- Construction of East Pine Streetscape Project (\$3,250,000).
- Funding for the Economic Development Incentive Program (\$30,000).

DEBT SERVICE

The purpose of the Debt Service category is to account for the payment of principal and interest due on Commission debt. Last fiscal year the Development Commission received funding for the East Pine Streetscape Project which incurred an annual debt service for FY17-18 of \$200,000. In addition to the East Pine Streetscape debt the Development Commission will pay interest (on a \$125,000 loan from the City, an annual debt service obligation in the amount of \$4,900 for improvements made along Hwy. 99 by Walgreen's per the Streetscape Reimbursement Program.

GENERAL FUND RESOURCES

Funding for activities and projects will come from four sources; tax increment revenue, interest, cash balance forward, and loan (IGA) proceeds, for a total of \$3,885,200.

TAX INCREMENT REVENUE

The primary source of urban renewal revenue will be bond proceeds, followed by tax increment revenue. For FY 2017-18 it is estimated that the Commission will receive \$248,000 in tax increment revenue.

INTEREST & PREVIOUSLY LEVIED TAXES

It is estimated that the Development Commission will receive \$4,500 in previously levied taxes and interest on its cash balance.

BALANCE FORWARD

The Commission will begin FY 2017-18 with an estimated beginning cash balance of \$3,600,000. The balance forward is primarily comprised of the IGA funding balance.

A BALANCED BUDGET

By Oregon Law the budget is balanced at \$3,885,200.

LEGAL COMPLIANCE

- Notice of Budget Committee meeting

- Affidavit of Publication, Mail Tribune
- Fiscal Year 2017-18 Budget
- FORM UR-50, Notice to Assessor
- Resolution Adopting the Annual Budget

**FORM
LB-20**

**RESOURCES
General Fund
Central Point Development Commission**

	Historical Data			RESOURCE DESCRIPTION	Budget for Next Year 2017-18			
	Actual		Adopted Budget This Year 2016-17		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2014-15	First Preceding Year 2015-16						
1	\$ 124,242	\$ 134,038	\$ 167,110	1. Available cash on hand* (cash basis) or	\$ 3,640,000	\$ 3,640,000	\$ 3,640,000	1
2	\$ -	\$ -	\$ -	2. Net working capital (accrual basis)	\$ -	\$ -	\$ -	2
3	\$ 94	\$ 1,732	\$ 2,500	3. Previously levied taxes estimated to be received	\$ 4,000	\$ 4,000	\$ 4,000	3
4	\$ 890	\$ 1,608	\$ 100	4. Interest	\$ 2,700	\$ 2,700	\$ 2,700	4
5	\$ -	\$ -	\$ -	5. Transferred in, from other funds	\$ -	\$ -	\$ -	5
6				6. OTHER RESOURCES		\$ -	\$ -	6
7	\$ -	\$ -	\$ -	7. Loan (City of Central Point)	\$ -	\$ -	\$ -	7
8	\$ -	\$ -	\$ 1,700,000	8. 2017 IGA Loan	\$ -	\$ -	\$ -	8
9				9				9
10				10				10
11				11				11
12				12				12
13				13				13
14				14				14
15				15				15
16				16				16
17				17				17
18				18				18
19				19				19
20				20				20
21				21				21
22				22				22
23				23				23
24				24				24
25				25				25
26				26				26
27				27				27
28				28				28
29	\$ 125,226	\$ 137,378	\$ 1,869,710	29. Total resources, except taxes to be levied	\$ 3,646,700	\$ 3,646,700	\$ 3,646,700	29
30			\$ 325,000	30. Taxes estimated to be received	\$ 238,500	\$ 238,500	\$ 238,500	30
31	\$ 6,194	\$ 186,661		31. Taxes collected in year levied				31
32	\$ 131,420	\$ 324,039	\$ 2,194,710	32. TOTAL RESOURCES	\$ 3,885,200	\$ 3,885,200	\$ 3,885,200	32

*Includes ending balance from prior year

REQUIREMENTS SUMMARY

**FORM
LB-30**

Central Point Development Commission - General Fund

		Historical Data			REQUIREMENTS DESCRIPTION	Budget For Next Year 2017-18								
		Actual		Adopted Budget This Year 2016-17		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body						
Second Preceding Year 2014-15	First Preceding Year 2015-16													
PERSONAL SERVICES														
1	\$	-	\$	-	\$	10,000	Salaries & Wages	\$	-	\$	-	\$	-	1
2	\$	-	\$	-	\$	3,000	City Taxes & Benefits	\$	-	\$	-	\$	-	2
3	\$	-	\$	-	\$	13,000	TOTAL PERSONAL SERVICES	\$	-	\$	-	\$	-	3
MATERIALS AND SERVICES														
4	\$	916	\$	1,768	\$	2,300	Advertising/Legal Notices	\$	2,800	\$	2,800	\$	2,800	4
5	\$	223	\$	-	\$	60,000	Professional Services	\$	15,000	\$	15,000	\$	15,000	5
6	\$	126	\$	15,374	\$	15,000	Contract Services, Admin. Staff	\$	45,000	\$	45,000	\$	45,000	6
7	\$	-	\$	-	\$	400	Office Supplies	\$	400	\$	400	\$	400	7
8	\$	-	\$	-	\$	300	Postage	\$	300	\$	300	\$	300	8
9	\$	-	\$	-	\$	300	Phone/Internet	\$	300	\$	300	\$	300	9
10	\$	1,265	\$	17,142	\$	78,300	TOTAL MATERIALS AND SERVICES	\$	63,800	\$	63,800	\$	63,800	10
CAPITAL OUTLAY														
11	\$	79,181	\$	-	\$	-	Oak Street Parking Lot & Hwy. 99 Street Lights	\$	-	\$	-	\$	-	11
12	\$	-	\$	26,885	\$	210,000	East Pine Streetscape & Signals (Engineering)	\$	284,000	\$	284,000	\$	284,000	12
13	\$	-	\$	-	\$	735,010	East Pine Streetscape & Signals Construction (Phase 1)	\$	3,250,000	\$	3,250,000	\$	3,250,000	13
14	\$	-	\$	-	\$	30,000	Economic Incentive Program	\$	30,000	\$	30,000	\$	30,000	14
15	\$	29,133	\$	567	\$	-	Design Services, Concept Plan	\$	-	\$	-	\$	-	15
16	\$	108,314	\$	27,452	\$	975,010	TOTAL CAPITAL OUTLAY	\$	3,564,000	\$	3,564,000	\$	3,564,000	16
DEBT SERVICE														
17	\$	2,500	\$	2,500	\$	2,500	City Loan, Interest Only	\$	2,500	\$	2,500	\$	2,500	17
18	\$	-	\$	4,832	\$	4,900	Streetscape Reimbursement	\$	4,900	\$	4,900	\$	4,900	18
19	\$	-	\$	-	\$	230,000	FY16-17 Bond	\$	200,000	\$	200,000	\$	200,000	19
20	\$	2,500	\$	7,332	\$	237,400	TOTAL DEBT SERVICE	\$	207,400	\$	207,400	\$	207,400	20
TRANSFERRED TO OTHER FUNDS														
21	\$	-	\$	-	\$	-		\$	-	\$	-	\$	-	21
22	\$	-	\$	-	\$	-		\$	-	\$	-	\$	-	22
23	\$	-	\$	-	\$	-		\$	-	\$	-	\$	-	23
24	\$	-	\$	-	\$	-	TOTAL TRANSFERS	\$	-	\$	-	\$	-	24
25	\$	-	\$	-	\$	50,000	OPERATING CONTINGENCY	\$	50,000	\$	50,000	\$	50,000	25
26	\$	134,038	\$	138,075			Ending balance (prior years)							
27	\$	-	\$	-	\$	-	UNAPPROPRIATED ENDING FUND BALANCE	\$	-					
28	\$	112,079	\$	51,926	\$	1,353,710	TOTAL REQUIREMENTS	\$	3,885,200	\$	3,885,200	\$	3,885,200	28

150-504-030 (Rev 12/09)

NOTICE OF BUDGET COMMITTEE MEETING

A public meeting of the Budget Committee of the Central Point Development Commission, Jackson County, Oregon to discuss the budget for the fiscal year July 1, 2017 to June 30, 2018, will be held the City Council Chambers, 140 S. Third Street, Central Point, Oregon. The meeting will take place on May 8, 2017, at 6:00 P.M. The purpose of the meeting is to receive the budget message and comments from the public on the budget.

A copy of the budget document may be inspected or obtained on or after April 21, 2017 at the Finance Offices of the City of Central Point, between the hours of 9:00 A.M. and 5:00 P.M., on the City of Central Point web site at www.centralpointoregon.gov.

This is a public meeting where deliberation of the Budget Committee will take place. Any person may appear at the meeting and discuss the proposed budget with the Budget Committee.

NOTICE OF BUDGET HEARING

A public meeting of the Central Point Development Commission will be held on June 8, 2017 at 6:30 p.m. at the City of Central Point Council Chambers, 140 S. 3rd St., Central Point Oregon. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2017 as approved by the Central Point Development Commission Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained at the City of Central Point Finance Department, 140 S. 3rd St., Central Point, OR, between the hours of 9:00 a.m. and 4:00 p.m., or at www.centralpointoregon.gov.

Contact: Chris Clayton, Urban Renewal Manager Phone: (541) 423-1018 Email: Chris.Clayton@centralpointoregon.gov

FINANCIAL SUMMARY - RESOURCES			
TOTAL OF ALL FUNDS	Actual Amount 2015/16	Adopted Budget This Year 2016/17	Proposed Budget Next Year 2017/18
Beginning Fund Balance/Net Working Capital	\$ 134,038	\$ 167,110	\$ 3,640,000
Federal, State and All Other Grants	\$ -	\$ -	\$ -
Revenue from Bonds and Other Debt	\$ -	\$ 1,700,000	\$ -
Interfund Transfers	\$ -	\$ -	\$ -
All Other Resources Except Division of Tax & Special Levy	\$ -	\$ -	\$ -
Interest	\$ 1,608	\$ 100	\$ 2,700
Revenue from Division of Tax	\$ 188,393	\$ 327,500	\$ 242,500
Revenue from Special Levy	NA	NA	NA
Total Resources	\$ 324,039	\$ 2,194,710	\$ 3,885,200

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION			
Personnel Services	\$ -	\$ 13,000	\$ -
Materials and Services	\$ 17,142	\$ 78,300	\$ 63,800
Capital Outlay	\$ 27,452	\$ 975,010	\$ 3,564,000
Debt Service	\$ 7,332	\$ 237,400	\$ 207,400
Interfund Transfers	\$ -	\$ -	\$ -
Contingencies	\$ -	\$ 50,000	\$ 50,000
All Other Expenditures and Requirements	\$ -	\$ -	\$ -
Unappropriated Ending Fund Balance	\$ -	\$ -	\$ -
Total Requirements	\$ 51,926	\$ 1,353,710	\$ 3,885,200

STATEMENT OF INDEBTEDNESS		
LONG TERM DEBT	Estimated Debt Outstanding July 1, 2017	Estimated Debt Authorized But not incurred on July 1, 2017
General Obligation Bonds	\$ -	\$ -
Other Bonds	\$ -	\$ -
Other Borrowings	\$ 3,782,206	\$ -
Total	\$ 3,782,206	\$ -

**BEFORE THE
CENTRAL POINT DEVELOPMENT COMMISSION
A
RESOLUTION ADOPTING THE BUDGET, MAKING
APPROPRIATIONS,
AND DECLARING TAX INCREMENT**

The Central Point Development Commission resolves as follows:

Section 1. The budget for fiscal year 2017–18 in the total of \$3,885,200 is adopted. This budget is now on file at the City of Central Point Finance Offices, 140 South Third Street, Central Point, OR 97502.

Section 2. The amounts for the fiscal year beginning July 1, 2017; and for the purposes shown below are appropriated:

GENERAL FUND	
Personal Services	\$0
Materials & Services	\$63,800
Capital Outlay	\$3,564,000
Debt Service	\$207,400
Contingency	\$50,000
TOTAL GENERAL FUND	\$3,885,200

Section 3. The Board of Directors certify to the county assessor a request for the Downtown & East Pine Street Corridor Revitalization Plan Area for the maximum amount of revenue that may be raised by dividing the taxes under Section 1c, Article IX, of the Oregon Constitution and ORS Chapter 457.

The above resolution statements were approved and declared adopted on this 8th day of June, 2017.

Hank Williams, Chair
Central Point Development Commission

ATTEST

Deanna Casey, Recorder

• Submit two (2) copies to county assessor by July 15.

Check here if this is an amended form.

Notification

The Central Point Development Commission authorizes its 2017-2018 ad valorem tax increment amounts by plan area for the tax roll of: Jackson County

Chris Clayton
(Contact Person)

(541) 423-1018
(Telephone Number)

July 10, 2017
(Date)

140 S. 3rd St., Central Point, Oregon 97502
(Agency's Mailing Address)

Chris.Clayton@centralpointoregon.gov
(Contact Person's E-mail Address)

Part 1: Option One Plans (Reduced Rate). For definition of Option One plans, see ORS 457.435(2)(a)

Plan Area Name	Increment Value to Use*	100% from Division of Tax	Special Levy Amount**
	\$ _____ Or	Yes _____	\$ _____
	\$ _____ Or	Yes _____	\$ _____
	\$ _____ Or	Yes _____	\$ _____
	\$ _____ Or	Yes _____	\$ _____

Part 2: Option Three Plans (Standard Rate). For definition of Option Three plans, see ORS 457.435(2)(c)

Plan Area Name	Increment Value to Use***	Amount from Division of Tax***	Special Levy Amount****
	\$ _____ Or	_____	_____
	\$ _____ Or	_____	_____
	\$ _____ Or	_____	_____

Part 3: Other Standard Rate Plans. For definition of standard rate plans, see ORS 457.010(4)(b)

Plan Area Name	Increment Value to Use*	100% from Division of Tax*
Downtown & East Pine Street Corridor Revitalization Plan	\$ _____ Or	Yes X
	\$ _____ Or	Yes _____
	\$ _____ Or	Yes _____
	\$ _____ Or	Yes _____
	\$ _____ Or	Yes _____

Part 4: Other Reduced Rate Plans. For definition of reduced rate plans, see ORS 457.010(4)(a)

Plan Area Name	Increment Value to Use*	100% from Division of Tax*
	\$ _____ Or	Yes _____
	\$ _____ Or	Yes _____
	\$ _____ Or	Yes _____
	\$ _____ Or	Yes _____
	\$ _____ Or	Yes _____

Notice to Assessor of Permanent Increase in Frozen Value. Effective 2012-2013, permanently increase frozen value to:

Plan Area Name	New frozen value \$
Plan Area Name	New frozen value \$

* **All Plans except Option Three:** Enter amount of Increment Value to Use that is less than 100% Or check "Yes" to receive 100% of division of tax. **Do NOT enter an amount of Increment Value to Use AND check "Yes".**

** If an **Option One plan** enters a Special Levy Amount, you **MUST** check "Yes" and **NOT** enter an amount of Increment to Use.

*** **Option Three plans** enter EITHER an amount of Increment Value to Use to raise less than the amount of division of tax stated in the 1998 ordinance under ORS 457.435(2)(c) OR the Amount from Division of Tax stated in the ordinance, **NOT** both.

**** If an **Option Three plan** requests both an amount of Increment Value to Use that will raise less than the amount of division of tax stated in the 1998 ordinance and a Special Levy Amount, the Special Levy Amount cannot exceed the amount available when the amount from division of tax stated in the ordinance is subtracted from the plan's Maximum Authority.