

BUDGET COMMITTEE MEETING AGENDA

May 12, 2025

6:00 PM

Central Point City Hall, Council Chambers

140 S 3rd St, Central Point, OR

www.centralpointoregon.gov



10. Meeting Called to Order

20. Roll Call

30. Approval of Minutes

A. Approval of May 5, 2025, Meeting Minutes

40. Business

A. Department Presentations:

- Technical Services
- Police
- Community Development – Planning
- Community Development - Building

Call for motions

50. Upcoming Meeting Date

60. Adjournment

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Si necesita traductor en español o servicios de discapacidades (ADA) para asistir a una junta pública de la ciudad por favor llame con 72 hora de anticipación al 541-664-3321 ext. 201.

BUDGET COMMITTEE MEETING MINUTES

May 5, 2025
6:00 PM

www.centralpointoregon.gov



1 Meeting Called to Order

2 Roll Call

The following members were present: Ward II Kelley Johnson, Mayor Tanea Browning, At Large Michael Parsons, Board Member Kay Harrison, Board Member Michael Quilty, Board Member Jim Mock, At Large Rob Hernandez, Ward III Grey Zimmerman, Board Member Royce Chambers, Board Member Charles Piland, Ward IV Brian Whitaker (arrived @ 6:37pm)

The following members were absent: Ward I Neil Olsen, Board Member Eden Foster, Board Member Kathleen Flanagan-Clark

The following staff were also present: City Manager Chris Clayton, Parks and Public Works Director/Assistant City Manager Matt Samitore, Finance Director Steve Weber, and City Recorder Rachel Neuenschwander

3 Approval of Minutes

A. Approval of April 24, 2023, and May 1, 2023, Meeting Minutes

Motion: Approve

Moved By: Michael Parsons **Seconded by:** Kay Harrison

Roll Call: Members Kelley Johnson, Tanea Browning, Michael Parsons, Kay Harrison, Michael Quilty, Jim Mock, Rob Hernandez, Grey Zimmerman, Royce Chambers, Charles Piland voted yes. None voted no.

4 Business

A. Budget Message & General Overview

City Manager Chris Clayton presented the budget message and general overview. He highlighted that the budget preparation took months, with department directors showing restraint in materials and service increases. Clayton expressed moderate optimism about the city's financial stability, noting that many Oregon cities are facing significant budget challenges. He emphasized that the budget focuses on translating strategies from the strategic plan into outcomes and investments.

Clayton discussed the city's financial position, noting that general fund reserves are about 42% of total annual expenditures. He mentioned that by the end of 2027, all funds except the water fund will be above the Government Finance Officers Association's recommended reserve of 16.5%. The water fund is expected to reach 24% by that time.

Key budget drivers included infrastructure, public safety, and parks. Clayton also mentioned that all American Rescue Plan Act funds have been dispensed per guidelines and on time.

B. Department Presentations:

General Fund Revenues/Public Hearing #1

Finance Director Steve Weber presented an overview of general fund revenues. He noted that overall revenue for the general fund is just over \$32 million, about a \$3.5 million increase (12%) over the prior biennium. Property taxes are projected at just over \$15 million for the next two years, accounting for 47% of general fund revenue. The city is proposing to levy taxes at \$4.47 per thousand dollars of assessed value, which is below the permanent tax rate of \$5.83.

Steve also mentioned increases in franchise fee revenue, hotel and motel tax, and changes in interest income. He noted a 9% decrease in state revenues coming into the general fund.

A public hearing was opened for comments on revenue sharing. No public comments were made.

Finance/General Fund Interdepartmental

Steve presented the finance department budget, noting a slight increase in full-time employees (FTEs) due to a change in cost-sharing for a customer service representative position. He highlighted increases in bank fees due to more customers using credit cards for bill payments. The interdepartmental section of the general fund was also discussed, including increases in insurance premiums and claims.

Fed. Stimulus Grant/Reserve/Debt Service Funds

Steve provided an overview of the federal stimulus grant fund, reserve fund, and debt service fund. He noted that the federal stimulus grant fund is primarily being used for the Little League project and compliance reporting. The reserve fund serves as a savings account for larger improvements to city facilities. The debt service fund covers two outstanding loans for the city.

Administration/Mayor & Council/Facilities

City Manager Chris Clayton presented the budgets for administration, mayor and council, and facilities. He noted that the administration budget saw little change, with the city attorney moving from a part-time employee to a contracted position. The mayor and council budgets saw a small increase, mainly in travel and training. For facilities, Clayton highlighted upcoming projects, including audiovisual upgrades in the council chambers and repairs to the plaza in front of city hall.

Parks & Public Works

Parks and Public Works Director/Assistant City Manager Matt Samitore, presented the budgets for various divisions under his purview. He discussed the addition of a new park supervisor position due to the expansion of park acreage. He also highlighted upcoming projects such as the Don Jones Park improvements, including a new inclusive playground and pickleball courts.

For the street fund, Matt discussed major projects, including the North

Tenth Street improvement and the West Pine Street project. He also mentioned potential supplemental budget items depending on state funding for projects like a roundabout at Tenth and Upton.

In the water fund, Matt outlined a project-based budgeting approach, with projects contingent on revenue. He mentioned upcoming water line upgrades and meter replacements. He also noted potential water rate increases due to higher costs from the water commission.

For the stormwater fund, Matt highlighted the purchase of a new, more efficient street sweeper.

Mike Quilty moved to approve the budget sections as presented; Kay Harrison seconded.

5 Upcoming Meeting Date

The next meeting was scheduled for the following Monday May 12, 2025.

6 Adjournment

Charles Piland moved to adjourn all said aye and the meeting was adjourned at 7:56pm.

The foregoing minutes of the May 5, 2025, Council meeting were approved by the City Council at its meeting of _____, 2025.

Dated:

Secretary Rob Hernandez

ATTEST:

City Recorder